

**PLANNING AND DEVELOPMENT BOARD
REGULAR MEETING
MINUTES
AUGUST 5, 2024
6:00 PM
COUNCIL CHAMBERS**

1 Call to Order

Chair M. Roy called the Regular Meeting of the Crestview Planning Development Board to order at 6 p.m. Members present: Mr. Roy, Mr. Medlock, Mr. Follmar, Mr. Hayes, Mr. Warren, Mr. Frost. Also, present were Deputy City Clerk Natasha Peacock and staff members. Mr. Werth was not in attendance.

2 Pledge of Allegiance

The Pledge of Allegiance was led by Chair M. Roy.

3 Approve Agenda

Chair M. Roy called for action to approve the Agenda.

Mr. Frost made a motion to approve the agenda and seconded Mr. Hayes it.

Roll Call: Ayes: Mr. Roy, Mr. Hayes, Mr. Follmar, Mr. Frost, Mr. Warren. Nays: none; motion passed

4 Public Opportunity to speak on Agenda items

5 Consent Agenda

5. 1. Approval of the June 3, 2024, Regular Meeting Minutes

Approval of the June 3, 2024, Regular Meeting Minutes

Chair M. Roy called for action to approve the Consent Agenda.

A motion by Mr. Hayes to approve the Consent Agenda. Seconded by Mr. Frost.

Roll Call: Ayes: Mr. Roy, Mr. Hayes, Mr. Follmar, Mr. Frost, Mr. Warren. Nays: none, motion passed.

6 Ordinance on 1st reading/ Public Hearing

7 Ordinances

8 Final Plats and PUDS

9 Special Exceptions, Variances, Vacations and Appeals

10 Action Items

10. 1. Preliminary Plat – Garden Villas Townhomes Phase II

Mr. Nicholas Schwendt, Planning Administrator, informed the board of the background information for this preliminary plat. He stated the staff received the initial application for the Garden Villas Townhomes Phase II subdivision on March 21, 2024. It has since gone through staff review, and all significant comments have been addressed. The remaining comments are minor and will not affect the overall layout and scope proposed in the provided preliminary plat documents. This subdivision is proposed to the south-east of the intersection of Jones Road and Third Avenue, south of Garden Villas Townhomes Phase I. The subdivision proposes a connection to both Jones Road and Third Avenue, creating cross-connectivity between the Garden Street area, and the Jones Road/Texas Parkway area. The subdivision proposes 30 lots across 2.2 acres, resulting in a gross density of approximately 13.63 units per acre, which is allowable per the applicable zoning and future land use requirements. Any minor comments that are outstanding will not affect the layout or scope proposed in the preliminary plat document. Should there be any changes to this document that do affect the layout or scope proposed, it will be brought back for review.

Chair M. Roy asked for comments from the Board and the public. There were no comments.

Chair M. Roy asked for action.

Mr. Follmar moved to approve the Preliminary Plat for the Garden Villas Townhomes Phase II, which was seconded by Mr. Frost.

Roll Call: Ayes: Mr. Roy, Mr. Hayes, Mr. Follmar, Mr. Frost, Mr. Warren. Nays: none, motion passed.

10. 2. Preliminary Plat – Valley Road Townhomes

Mr. Nicholas Schmidt, Planning Administrator, reviewed the necessary information for the preliminary plat stating that staff received the initial application for the Valley Road Townhomes subdivision on November 7, 2023. It has since gone through staff review and all major comments have been addressed. The remaining comments are minor and will not affect the overall layout and scope proposed in the provided preliminary plat documents. This subdivision is proposed to the north-west of the intersection of Valley Road and E First Avenue, directly east of Durell Lee Park. The subdivision proposes a connection E First Avenue, containing a block of 12 townhouse lots, as well as two connections to Valley Road that provide access to the remaining 94 lots, for a total of 106 lots across 18.58 acres. This results in a gross density of approximately 5.71 units per acre, which is allowable per the applicable zoning and future land use requirements.

Chair M. Roy asked for comment from the Board and the public. No comments were made.

Chair M. Roy asked for action.

A motion made by Mr. Frost to approve the Preliminary Plat for Valley Road Townhomes. Seconded by Mr. Hayes.
Roll Call: Ayes: Mr. Frost, Mr. Hayes, Mr. Follmar, Mr. Warren, Mr. Roy. Nays: none, motion passed.

11 Director Report

11. 1. Director's Report

Planning Administrator N. Schwendt updated the Board with the following information:

Development Orders Issued: No development orders have been issued since the last Planning and Development Board Meeting.

Final Plats: No final plats have been approved or recorded since the last Planning and Development Board Meeting.

New Development Applications: Autozone—A proposed Autozone on 1.20 acres located on Industrial Drive, north of the Hancock Whitney bank and generally across from the CCB Community Bank and McDonald's on north Highway 85. Sycamore Court—38 apartment units on 1.91 acres, located northeast of the intersection of W. Bowers Avenue and Bay Street. This project is northwest of Vineyard Village, the City's affordable housing development project.

Miscellaneous: Staff has been working diligently with our Comprehensive Plan consultant to complete the Comprehensive Plan's Goals, Objectives, and Policies. We initially expected to have the draft of those items to the Board before this meeting, but we did not want to rush the process and impact the quality of the finished product. As soon as the draft is completed, it will be sent to the Board for comment. We currently have about a dozen projects in varying stages of the development review process. Some are getting closer to completion, as evidenced by the preliminary plats that were considered at this meeting, and we expect to see some more developments receive their development orders soon.

A brief discussion ensued.

12 Comments from the Audience

Chair M. Roy asked for comments from the public. There were none.

13 Adjournment

Chair M. Roy adjourned this meeting at 6:11 p.m.

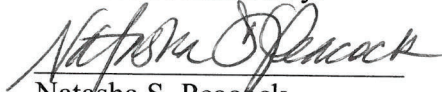
Minutes approved on 7th day of October 2024.

Approved:



Chair M. Roy

Minutes submitted by:



Natasha S. Peacock

On behalf of Maryanne Girard, City Clerk
Notice having been duly given