

Planning and Development Board Minutes
December 2, 2024
6:00 p.m.
Council Chambers

1 Call to Order

Chair Mike Roy called the Regular Meeting of the Crestview Planning and Development Board to order at 6:00 p.m. Members present: Vice Chair Mario Werth, Bryan Follmar, Larry Medlock, Joseph Warren and alternate Sylvester Echols. Also present were City Clerk Maryanne Girard, City Attorney Jonathan Holloway, and staff members.

2 Pledge of Allegiance

The Pledge of Allegiance was led by Board member Mr. Warren.

3 Approve Agenda

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

Board member B. Follmar requested that Ordinance 1892 be moved to the end of the agenda.

Motion by Board member B. Follmar and seconded by Board member M. Werth to approve the agenda, as amended.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Larry Medlock, Joseph Warren. Nays: None. All ayes. Motion carried.

4 Public Opportunity to speak on Agenda items

5 Consent Agenda

Chair M. Roy called for action.

Motion by Board member B. Frost and seconded by Board member L. Medlock to approve the Consent agenda, as presented.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Larry Medlock, Joseph Warren. Nays: None. All ayes. Motion carried.

5.1 Planning & Development Board Minutes for the 10/7/2024 Meeting

5.2 Appointment of Board Member and Appointment of Alternates

6 Ordinance on 1st reading/ Public Hearing

7 Ordinances

7.2 Ordinance 1983 Antioch Road Annexation

Planning Administrator N. Schwendt reviewed the necessary information concerning the ordinance and presented Ordinance 1983, Antioch Road Annexation, to the Board. He went over the vacant property in unincorporated land and went over the zoning. He stated it can be developed for residential use and low intensity commercial use. He went over the courtesy notices and postings, as well as advertisements. The fees were waived.

City Clerk Maryanne Girard read 1983 by Title: An Ordinance Annexing to the City of Crestview, Florida, ± 20 Acres of Contiguous Lands Located In Section 26, Township 3 North, Range 24 West, and Being Described As Set Forth Herein; Providing For Authority; Providing For Land Description; Providing For Boundary; Providing For Land Use And Zoning Designation; Providing For Amendment to the Base, Land Use And Zoning Maps; Providing For A Comprehensive Plan Amendment; Providing For Filing With the Clerk of Circuit Court of Okaloosa County, the Chief Administrative Officer of Okaloosa County and the Florida Department of State; Providing For Severability; Providing For Scrivener's Errors; Providing For Liberal Interpretation; Providing For Repeal of Conflicting Codes and Ordinances; and Providing For An Effective Date.

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

Chair M. Roy called for action.

Motion by Board member B. Follmar and seconded by Board member M. Werth to approve a recommendation to the City Council to adopt Ordinance 1983.

Roll Call: Ayes: Mario Werth, Bryan Follmar, Larry Medlock, Joseph Warren. Nays: None. All ayes. Motion carried.

7.3 Ordinance 1984 Antioch Road Comp Plan Amendment

Planning Administrator N. Schwendt reviewed the necessary information concerning the ordinance and presented Ordinance 1984, Antioch Road Comprehensive Plan Amendment to the Board.

City Clerk M. Girard read Ordinance 1984 by title: An Ordinance of the City of Crestview, Florida, Amending Its Adopted Comprehensive Plan; Providing For Authority; Providing For Findings of Fact; Providing For Purpose; Providing For Changing the Future Land Use Designation From Okaloosa County Agriculture To Mixed-Use (MU) and Residential (R) on Approximately 20 Acres, More Or Less, In Section 26, Township 3 North, Range 24 West; Providing For Future Land Use Map Amendment; Providing For Severability; Providing For Scrivener's Errors; Providing For Liberal Interpretation; Providing For Repeal of Conflicting Codes and Ordinances; and Providing For An Effective Date.

Chair M. Roy asked for comments from the Board and the public.

Speaker Paul Biernacki went over the rite of necessity suit that was brought to court that went to arbitration with a notice of dismissal regarding the traffic circle. He mentioned the architectural drawings were disapproved because of safety concerns. Having an extra road out of the traffic circle will cause safety issues. The developer stated he will add a fence, but he feels a fence will not be effective. He mentioned not enough sidewalks in Fox Valley. He mentioned there is also a parking concern. He added the developer stated it would be an R-1.

Board member B. Follmar asked if there were any options for traffic signals and voiced concern about the urban sprawl and the future impact.

Mr. Schwendt said the primary focus has been up to the interchange.

Board member M. Werth asked about the R2 designation, and Mr. Schwendt replied that R2 is smaller as it is six units per acre. Board member M. Werth said the concern is adding more residential. Mr. Schwendt replied it is 7,000 sq. ft. for an R2.

Greg Matovina, the developer, stated there will be sixteen lots, with mixed use and a match of current zoning. He said there is an area for emergency use.

Chair M. Roy called for action.

Motion by Board member B. Follmar and seconded by Board member M. Werth to approve a recommendation to the City Council to adopt Ordinance 1984.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Larry Medlock, Joseph Warren. Nays: None. All ayes. Motion carried.

7.4 Ordinance 1985 Antioch Road Rezoning

City Attorney Jonathan Holloway swore in all participants for the quasi-judicial segments of the meeting. He went over the ex-parte requirements and stated this would be the time for disclosure.

Planning Administrator N. Schwendt reviewed the necessary information and presented Ordinance 1985, Antioch Road Rezoning, to the Board. He mentioned north of the property is mixed use and no development order has been submitted.

He asked that the staff report be entered into the record.

BACKGROUND: On July 18, 2024, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located on Foxchase Way. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Agriculture. The application requests the Single-Family Medium-Density Dwelling District (R-2) and Mixed-Use (MU) zoning designations for the property. The request for rezoning will be presented to City Council via Ordinance 1985 on December 9, 2024 for the first reading.

DISCUSSION: The property description is as follows:

Property Owner: Foxchase Way Trust; Parcel ID: 26-3N-24-0000-0021-0000; Site Size: 20 acres; Current FLU: Okaloosa County Agriculture; Current Zoning: Okaloosa County Agriculture; Current Land Use: Vacant.

The following table provides the surrounding land use designations, zoning districts, and existing uses. Direction: North; FLU: Mixed-Use (MU); Zoning: Mixed-Use (MU); Existing Use: Vacant. Direction: East; FLU: Residential (R) & Conservation (CON); Zoning: Single-Family Medium-Density Dwelling District (R-2) &

Conservation (E); Existing Use: Residential. Direction: South; FLU: Residential (R); Zoning: Single-Family Medium-Density Dwelling District (R-2); Existing Use Residential. Direction: West; FLU: Okaloosa County Agriculture; Zoning: Okaloosa County Agriculture; Existing Use: Vacant. The subject property is currently vacant, and a development application has not been submitted. Based on the requested land-use and zoning designations, the property could be developed for residential and/or low-intensity commercial use. Staff reviewed the request for rezoning and finds the following:

- The proposed zoning is consistent with the proposed future land use designation.
- The uses within the requested zoning district are compatible with uses in the adjacent zoning districts.
- The requested use is not substantially more or less intense than allowable development on adjacent parcels. Courtesy notices were mailed to property owners within 300 feet of the subject property on October 11, 2024. The property was posted on October 21, 2024. An advertisement ran in the Crestview News Bulletin on October 24 & 31, 2024.

City Clerk M. Girard read Ordinance 1985 by title: AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 20 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 26, TOWNSHIP 3 NORTH, RANGE 24 WEST, FROM THE OKALOOSA COUNTY AGRICULTURE ZONING DISTRICT TO THE MIXED-USE (MU) AND SINGLE-FAMILY MEDIUM-DENSITY DWELLING DISTRICT (R-2) ZONING DISTRICTS; PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

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

Chair M. Roy called for action.

Motion by Board member Follmar and seconded by Board member L. Medlock to approve a recommendation to the City Council to adopt Ordinance 1985.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Larry Medlock, Joseph Warren. Nays: None. All ayes. Motion carried.

7.5 Ordinance 1986 Live Oak Church Road Annexation

Planning Administrator N. Schwendt reviewed the necessary information and presented Ordinance 1986, Live Oak Church Road Annexation to the Board. The property involves two pieces that are connected in unincorporated county. It is surrounded by county mixed-use. He went over the postings, mailings and advertisements.

City Clerk M. Girard read Ordinance 1986 by title: An Ordinance Annexing to the City of Crestview, Florida, ± 0.85 Acres of Contiguous Lands Located In Section 32, Township 3 North, Range 23 West, and Being Described As Set Forth Herein; Providing For Authority; Providing For Land Description; Providing For Boundary; Providing For Land Use And Zoning Designation; Providing For Amendment to the Base, Land Use and Zoning Maps; Providing For A Comprehensive Plan Amendment; Providing For Filing With the Clerk of Circuit Court of Okaloosa County, the Chief Administrative Officer Of Okaloosa County And The Florida Department Of State; Providing For Severability; Providing For Scrivener's Errors; Providing For Liberal Interpretation; Providing For Repeal Of Conflicting Codes and Ordinances; and Providing For An Effective Date.

Chair M. Roy asked for comments from the Board and the public.

Hearing no comments, Chair M. Roy called for action.

Motion by Board member L. Medlock and seconded by Board member M. Werth to approve a recommendation to the City Council to adopt Ordinance 1986.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Larry Medlock, Joseph Warren. Nays: None. All ayes. Motion carried.

7.6 Ordinance 1988 Live Oak Church Road Comp Plan Amendment

Planning Administrator N. Schwendt reviewed the necessary information and presented Ordinance 1988, Live Oak Church Road Comprehensive Plan Amendment to the Board. It is consistent with Okaloosa County. No development order has been received.

City Clerk M. Girard read Ordinance 1988 by title: An Ordinance of the City of Crestview, Florida, Amending Its Adopted Comprehensive Plan; Providing For Authority; Providing For Findings of Fact; Providing For Purpose; Providing For Changing the Future Land Use Designation From Okaloosa County Mixed Use To Mixed-Use (MU) on Approximately 0.85 Acres, More or Less, In Section 32, Township 3 North, Range 23 West; Providing For Future Land Use Map Amendment; Providing For Severability; Providing For Scrivener's Errors; Providing For Liberal Interpretation; Providing For Repeal of Conflicting Codes and Ordinances; and Providing For An Effective Date.

Chair M. Roy asked for comments from the Board and the public.

Hearing none, Chair M. Roy called for action.

Motion by Board member M. Werth and seconded by Board member L. Medlock to approve a recommendation to the City Council to adopt Ordinance 1988.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Larry Medlock, Joseph Warren. Nays: None. All ayes. Motion carried.

7.7 Ordinance 1989 Live Oak Church Road Rezoning

Planning Administrator N. Schwendt reviewed the necessary information and presented Ordinance 1989, Live Oak Church Road Rezoning, to the Board.

He requested that the staff report be entered into the record.

BACKGROUND: On October 2, 2024, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located on Live Oak Church Road. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Mixed-Use. The application requests the Mixed-Use (MU) zoning designation for the property. The request for rezoning will be presented to City Council via Ordinance 1989 on December 9, 2024 for the first reading. **DISCUSSION:** The property description is as follows: Property Owner: 2022MP LLC, MKP Contracting LLC, Parcel ID: 32-3N-23-0000-0010-0020, 32-3N-23-0000-0010-0010; Site Size: 0.85 acres; Current FLU: Okaloosa County Mixed-Use; Current Zoning: Okaloosa County Mixed-Use Current Land Use: Vacant. The following table provides the surrounding land use designations, zoning districts, and existing uses. Direction: North; FLU: Okaloosa County Mixed-Use; Zoning: Okaloosa County Mixed-Use; Existing Use: Residential. Direction: East; FLU: Okaloosa County Mixed-Use; Zoning: Okaloosa County Mixed-Use; Existing Use: Commercial. Direction: South; FLU: Okaloosa County Mixed-Use; Zoning: Okaloosa County Mixed-Use; Existing Use: Residential. Direction: West; FLU: Commercial (C); Zoning: Commercial Low-Intensity District (C-1); Existing Use: Vacant. The subject property is currently vacant, and a development application has not been submitted. Based on the requested land-use and zoning designations, the property can be developed for residential and/or low-intensity commercial use. Staff reviewed the request for rezoning and finds the following:

- The proposed zoning is consistent with the proposed future land use designation.
- The uses within the requested zoning district are compatible with uses in the adjacent zoning districts.
- The requested use is not substantially more or less intense than allowable development on adjacent parcels. Courtesy notices were mailed to property owners within 300 feet of the subject property on October 11, 2024. The property was posted on October 21, 2024. An advertisement ran in the Crestview News Bulletin on October 24 & 31, 2024.

City Clerk M. Girard read Ordinance 1989 by title: An Ordinance of the City of Crestview, Florida, Providing For the Rezoning of 0.85 Acres, More Or Less, of Real Property, Located In Section 32, Township 3 North, Range 23 West, From the Okaloosa County Mixed Use Zoning District to the Mixed-Use (MU) Zoning District; Providing For Authority; Providing For the Updating of the Crestview Zoning Map; Providing For Severability; Providing For Scrivener's Errors; Providing For Liberal Interpretation; Providing For Repeal of Conflicting Codes And Ordinances; and Providing For An Effective Date.

Chair M. Roy asked for comments from the Board and the public.

Hearing none, Chair M. Roy called for action.

Motion by Board Member L. Medlock and seconded by Board member B. Follmar to approve a recommendation to the City Council to adopt Ordinance 1989.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Larry Medlock, Joseph Warren. Nays: None. All ayes. Motion carried.

7.1 Ordinance 1982 Comprehensive Plan Amendment

Planning Administrator N. Schwendt reviewed the necessary information concerning the ordinance and presented Ordinance 1982, Comprehensive Plan Amendment, to the Board. He reviewed the need for review because of statutory requirements. He said the process was started in 2023 with Kimley-Horn. The amendments will need to be reviewed by the Board and a 90-day review period will be required. The requirements for adoption, and the workshop for the review were noted. He mentioned the consultant is present to go over the details.

Kimley-Horn representative, Ali Palmer, came forward. She went over the project overview. The property rights is a new requirement. She went over the high points: Future Land Use where policy elements were updated such as adequate infrastructure, attain affordable housing stock in relation to military requirements. Housing policies were updated that will promote partnerships with the Housing Authority and address blight and diversity. Economic Development policies were updated with collaboration with the County Economic Development and Chamber of Commerce; attracting business, and expand collaboration with the Main Street Association. Recreation and Open Space policies were updated. Conservation policies regarding setting guidelines for land clearing, and expanding protection of water bodies. Transportation policies were updated with a focus on connectivity, public transportation, and applying for grant opportunities. Infrastructure policy updates include ways private development supports infrastructure, preparing for growth. Capital Improvements were noted to add an annual review, and coordination with school boards and public agencies. Intergovernmental Coordination policy updates included better coordination with the county and other agencies to ensure alignment with the Comprehensive Plan. She also went over the transmittal requirement to send to the State for review.

Mr. Follmar asked about the final review, Ms. Palmer stated if the Council has comments, Kimley-Horn will make the changes before the adoption period.

City Clerk M. Girard read Ordinance 1982 by title: An Ordinance of the City of Crestview, Florida, Adopting A Comprehensive Plan Replacing the Adopted 2020 Comprehensive Plan In Its Entirety; Providing For the Following Elements of the Comprehensive Plan: “Future Land Use Element”, “Housing Element”, “Economic Development Element”, “Recreation And Open Space Element”, “Conservation Element”, “Transportation Element”, “Infrastructure Element”, “Intergovernmental Coordination Element”, “Public Schools Element”, “Capital Improvements Element”, “Property Rights Element”, And “Definitions”, Providing For Authority; Providing For Filing of This Ordinance With the Clerk of the Circuit Court of

Okaloosa County and the Florida Department of State; Providing For Severability; Providing For Scrivener's Errors; Providing For Liberal Interpretation; Providing For Repeal of Conflicting Codes and Ordinances; and Providing For An Effective Date.

Chair M. Roy asked for comments from the Board and the public.

Hearing none, Chair M. Roy called for action.

Motion by Board member J. Warren and seconded by Board member M. Werth to recommend approval of Ordinance 1982.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Larry Medlock, Joseph Warren. Nays: None All ayes. Motion carried.

8 Final Plats and PUDS

9 Special Exceptions, Variances, Vacations and Appeals

10 Action Items

11 Director Report

11.1 Director's Report

Planning Administrator N. Schwendt updated the Board with the following information - Development Orders Issued:

10/22/24 - Pen Air Credit Union - 2,625 square foot credit union located on approximately 1.5 acres, south of the Publix at Northcrest development.

10/22/24 - Legacy Place Subdivision - 167 lot subdivision located on approximately 81 acres, south of Adams Drive, west of Walter Avenue, and east of Pandora Drive.

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

New Development Applications:

10/10/24 - Freedom Walk Subdivision - 475 lot subdivision development located on 156 acres located on Old Bethel Road.

Additional Developments in Review:

Trammel Creek Village - 258-unit multifamily residential housing development, comprised of rental townhouses and rental single family apartments on approximately 35 acres located north of the Railroad tracks and south of our old sewer treatment plant on N. Lloyd Street.

The Cottages Apartments - 232-unit multifamily residential project located on approximately 36 acres on Antioch Road located west of Foxwood subdivision and north of the Fox Valley subdivision.

Spring Creek Court - 19-unit multifamily apartment development on approximately 1 acre, located west of the intersection of Bay Street and W Cobb Avenue.

Crestview Preserve Subdivision - 36-unit townhouse subdivision located on 8 acres at the current end of Medcrest Drive.

Autozone - 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 McDonalds 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

DART - Downtown Activation Roadmap Tactic which will be a plan to bring business to the downtown area. It will also include two public charrette's that will include one for young adults.

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 7:03 p.m.


Minutes approved on the 3rd day of February 2025.

Approved:


Chair M. Roy



Minutes submitted by:


Maryanne Girard, City Clerk
Notice having been duly given