



CITY of CRESTVIEW

CITY COUNCIL

CITY COUNCIL SPECIAL MEETING AGENDA

MAY 27, 2025

6:00 P.M.

COUNCIL CHAMBERS

The Public is invited to view our meetings on the City of Crestview Live stream at <https://www.cityofcrestview.org> or the City of Crestview Facebook Page.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Open Policy Making and Legislative Session**
- 4. Approve Agenda**
- 5. Ordinances on First Reading**
 - 5.1. Reconsideration of Ordinance 2001 - 1-10/Fallen Heroes Corridor
- 6. Action Items**
 - 6.1. Discussion/Action on Handling of Public Records Requests
- 7. City Manager Report**
- 8. Comments from the Mayor and Council**
- 9. Comments from the Audience**
- 10. Adjournment**

All meeting procedures are outlined in the Meeting Rules and Procedures brochure available outside the Chambers. Florida Statute 286.0105. Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The requirements of this section do not apply to the notice provided in s. 200.065(3). In accordance with Section 286.26, F.S., persons with disabilities needing special accommodations, please contact Maryanne Girard, City Clerk at cityclerk@cityofcrestview.org or 850-628-1560 option 2 within 48 hours of the scheduled meeting.



Staff Report

CITY COUNCIL MEETING DATE: May 27, 2025

TYPE OF AGENDA ITEM: 1st reading after PDB

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Barry Henderson, Development Services Director
DATE: 5/22/2025
SUBJECT: Reconsideration of Ordinance 2001 - 1-10/Fallen Heroes Corridor

BACKGROUND:

With the completion of the east-west connector getting closer, and the anticipated commercial development within the area surrounding the interstate and east-west connector, staff has considered modification and expansion of the area where interstate I-10 accessory signs are permissible.

DISCUSSION:

The completion of the east-west connector (Fallen Heroes Way) will encapsulate an area, along with the interstate, that staff anticipates to develop for commercial use. Given the commercial nature of this area, and the expected desire for sign visibility from commercial developments from both I-10 and Fallen Heroes Way, staff proposes an amendment to the allowable area for interstate accessory signs.

Currently, such signs are only allowed within 1,000 feet of the Interstate right-of-way, but the proposed amendment will expand the area north to the Fallen Heroes Way alignment, generally. The ordinance contains an exhibit of the exact area.

This will allow taller accessory signage upon those developable properties between the interstate and Fallen Heroes Way. There is minimal residential development existing in this area, and commercial development is expected, so compatibility with surrounding properties is of negligible concern at this time.

This item was discussed by the City Council on May 12th, 2025. Due to concerns expressed at that meeting, staff has provided further amendments to the amendment originally proposed, modifying the expanded area for allowed signs, including a spacing requirement between signs that are placed, similar to our existing requirement for billboards, and a more consistent maximum sign height. The attached ordinance contains this amendment.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Quality of Life- these areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity

FINANCIAL IMPACT

There is no financial impact anticipated from this ordinance.

RECOMMENDED ACTION

Staff respectfully requests a motion to approve Ordinance 2001 on 1st Reading and move to 2nd Reading for final adoption.

Attachments

1. Ordinance 2001

ORDINANCE:

ORDINANCE 2001

AN ORDINANCE AMENDING SECTION 7.02.05 OF THE CITY OF CRESTVIEW LAND DEVELOPMENT CODE; PROVIDING FOR AUTHORITY; 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.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA AS FOLLOWS:

SECTION 1 – AUTHORITY. The authority for enactment of this ordinance is section 166.041, Florida Statutes, and the City of Crestview Land Development Code.

SECTION 2 – AMENDING SECTION 7.02.05 – Section 7.02.05 Is hereby amended as follows:

7.02.05 - Permitted Permanent Accessory Signs

- A. Permanent accessory signs shall be permitted in C-1, C-2, IN zonings, and MU zoning where there is an active business on site.
- B. Sign types allowed. A permanent accessory sign may be a ground sign to include a thirty-two (32) square foot reader board, or a building sign. Permanent accessory signs and reader board signs may be changeable copy or automatic changeable facing signs; however, facing or copy shall not rotate or change so rapidly as to cause distraction to a motorist.
- C. Permissible number area, spacing and height of permanent accessory signs: Table 7.02.05.

Table 7.02.05 - Requirements for Permanent Accessory Signs

Sign Type	Maximum Number	Maximum Sign Face Area	Sign Dimensions	Maximum Sign Height	Setback/Spacing
Wall	• Single Occupancy - 3 per façade • Multiple Occupancy - 3 per façade per tenant	• Single Occupancy- 20% of façade • Multiple Occupancy- 15% of façade per tenant	N/A	Not to exceed building height	N/A
Awning	No Maximum	N/A	75% of Awning Length	2 feet	N/A
Projecting/ Perpendicular	1 per tenant	6 sq. ft.	Width - 4 feet	3 feet	N/A
Monument/	1per 500 linear feet of street frontage	2 sq. ft. per linear foot of street frontage to a	No required dimensions	24 feet	• Property lines - 5 feet • Other ground signs - 10 feet

Ground ¹¹		maximum of 240 sq. ft.			
Interstate Highway I-10 Corridor Accessory Sign ¹²	1	420 sq. ft.	N/A	85 feet above the crown of Interstate Highway I-10 nearest the sign	• Front Property Line - 25 feet • Side/Rear Property Line - 50 feet • Other permanent ground sign on same site - 100 feet
<u>Fallen Heroes Way Corridor Accessory Sign¹³</u>	<u>1</u>	<u>420 sq. ft.</u>	<u>N/A</u>	<u>85 feet</u>	• <u>Front Property Line – 25 feet</u> • <u>Side/Rear Property Line – 50 feet</u> • <u>Other Fallen Heroes Way Corridor Accessory Sign – 2,000 feet</u>
Billboard ¹⁴	1	310 sq. ft.	Width - 38 feet	30 feet	• Property lines - 10 feet • Other billboard on same side of thoroughfare - 1,500 feet
Interstate Highway I-10 Corridor Billboard ^{12, 14}	1	672 sq. ft.	Width - 48 feet	50 feet above crown of Interstate Highway I-10 nearest the sign	• Interstate I-10 Right of Way - 20 feet • Other property lines - 50 feet • Other billboard on same side of thoroughfare - 1,500 feet

¹¹ Signs for businesses addressed on Highway 85 and Highway 90 may be up to 30 feet in height, with a maximum sign face area of 360 sq. ft.

¹² The Interstate I-10 corridor is defined as 1,000 feet from the Interstate Highway I-10 right-of-way

¹³ See Figure 7.02.05 for the Fallen Heroes Way Sign Corridor

¹⁴ Billboards of any kind are only allowed in the Commercial (C-1, C-2) and Industrial (IN) zoning districts on improved or vacant property.

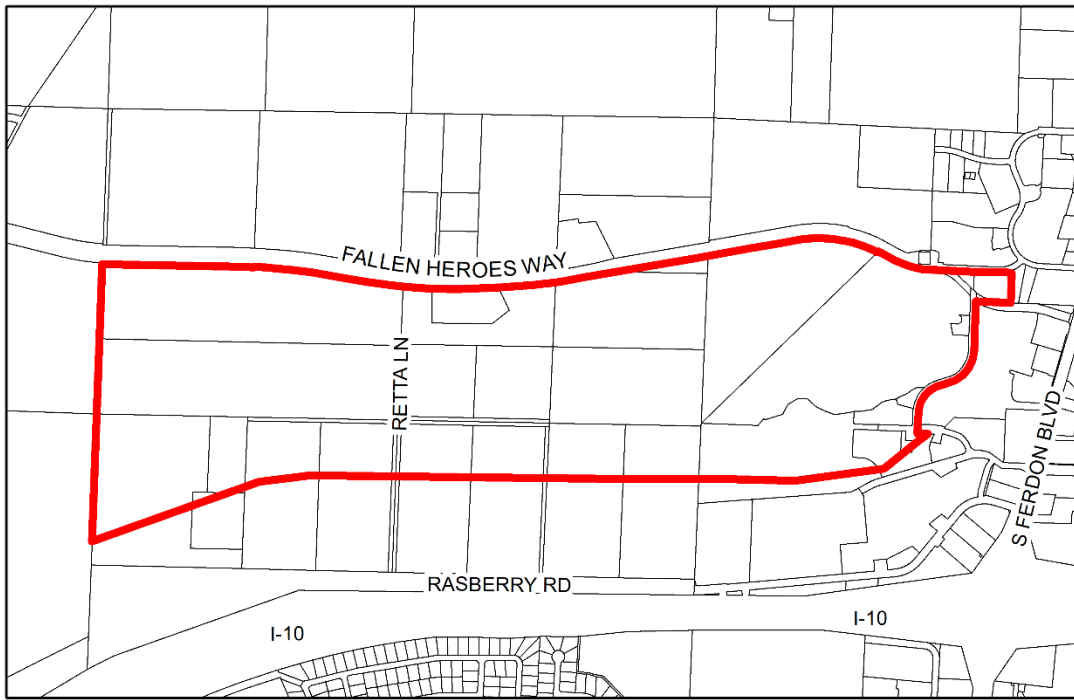


Figure 7.02.05 – Fallen Heroes Way Sign Corridor

SECTION 3 – SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 4 – SCRIVENER’S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager’s designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 5 – ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 6 – REPEAL OF CONFLICTING ORDINANCES. Ordinances, or parts of ordinances or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 7 – EFFECTIVE DATE. This Ordinance shall take effect immediately upon its adoption.

Passed and adopted by the City Council of Crestview, Florida on the 9th day of June, 2025.

ATTEST:

Maryanne Girard

City Clerk

Approved by me this 9th day of June, 2025.

J. B. Whitten
Mayor



Staff Report

CITY COUNCIL MEETING DATE: May 27, 2025

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Jessica Leavins, Interim City Manager
DATE: 5/22/2025
SUBJECT: Discussion/Action on Handling of Public Records Requests

BACKGROUND:

In 2021, the City Clerk position transitioned from an elected position to an appointed position. The City Council appointed Ms. Maryanne Girard on November 15, 2021.

DISCUSSION:

Due to numerous complaints received both in person and via email about the items prepared by the City Clerk, the mayor has decided to recommend action to the City Council.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Infrastructure- Satisfy current and future infrastructure needs

Communication- To engage, inform and educate public and staff

Quality of Life- these areas focus on the overall experience when provided by the city.

Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Mobility- Provide safe, efficient and accessible means for mobility

Opportunity- Promote an environment that encourages economic and educational opportunity

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

n/a

RECOMMENDED ACTION

The mayor requests that the City Council complete a Performance Improvement plan and send it back to HR for review at the next City Council meeting.

Attachments

None