

**Planning and Development Board  
Minutes  
July 7, 2025  
6:00 PM  
Council Chambers**

**1 Call to Order**

Chair M. Roy called the Regular Meeting of the Crestview Planning and Development Board to order at 6:00 p.m. Members present were: Vice Chair Mario Werth, Bryan Follmar, Joseph Warren, Larry Medlock, alternate Sylvester Echols. The Deputy City Clerk, Natasha Peacock, and staff members were present. Mr. Bounds was not in attendance.

**2 Pledge of Allegiance**

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

**3 Approve Agenda**

Chair M. Roy asked the Board for action to approve the Agenda.

A motion was made by Mr. Warren and seconded by Mr. Medlock to approve the Agenda.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Joseph Warren, Larry Medlock. Nays: None. all yeas, motion carried.

**4 Public Opportunity to speak on Agenda items**

**5 Consent Agenda**

5.1 Planning & Development Board Meeting Minutes May 5, 2025

5.2 Planning & Development Board Special Meeting May 27, 2025

Chair M. Roy asked the Board for action to approve the Consent Agenda.

A motion was made by Mr. Warren and seconded by Mr. Werth to approve the Consent Agenda.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Joseph Warren, Larry Medlock. Nays: None. all yeas, motion carried.

**6 Ordinance on 1st reading/ Public Hearing**

**6.1 Ordinance 2003 - Brock Avenue Annexation**

Planning Administrator N. Schwendt reviewed the necessary information concerning and presented the Ordinance 2003- Brock Avenue Annexation and presented it. On May 20, 2025, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located on Brock Avenue. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Low Density Residential and Residential-1, respectively. The request for voluntary annexation will be presented to the City Council via Ordinance 2003 on August 11, 2025, for the first reading. 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 use. The fees for

annexation have been waived for this application as it was received during the moratorium on annexation fees. The successful annexation of this property will have positive future impacts, including ad valorem revenue based on future taxable assessed value, development and building permit fees, and utility usage fees.

Mr. Schwendt asked the Deputy City Clerk to read Ordinance 2003 by title.

ORDINANCE: 2003 AN ORDINANCE ANNEXING TO THE CITY OF CRESTVIEW, FLORIDA, ± 0.17 ACRES OF CONTIGUOUS LANDS LOCATED IN SECTION 21, 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, but there were no comments.  
Chair M. Roy asked for action.

A motion was made by Mr. Medlock and seconded by Mr. Werth to recommend the City Council to adopt Ordinance 2003.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Joseph Warren. Nays: None, all yeas motion carried.

## 6.2 Ordinance 2004 - Brock Avenue Comprehensive Plan Amendment

Planning Administrator N. Schwendt reviewed the necessary information concerning the ordinance and presented Ordinance 2004- Brock Avenue Comprehensive Plan Amendment. On May 20, 2025, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located on Brock Avenue. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Low Density Residential and Residential-1, respectively. The application requests the Residential (R) future land use designation for the property. The request for a comprehensive plan amendment will be presented to the City Council via Ordinance 2004 on August 11, 2025, for the first reading. Staff reviewed the request for a comprehensive plan amendment and finds the following:

- The proposed future land use map designation is compatible with the surrounding area.
- The proposed future land use map designation is consistent with the city's comprehensive plan and land development code.
- The process for adoption of the future land use map amendment follows all requirements of Florida statute sections 163.3184 (3) and (5).
- The proposed amendment does not involve a text change to goals, policies, and objectives of the comprehensive plan. It only proposes a land use change to the future land use map for a site-specific small-scale development.
- The subject property is not located within an area of critical state concern.

Mr. Schwendt asked the Deputy City Clerk to read Ordinance 2004 by title.

ORDINANCE: 2004 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 LOW DENSITY RESIDENTIAL TO RESIDENTIAL (R) ON APPROXIMATELY 0.17 ACRES, MORE OR LESS, IN SECTION 21, 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, but there were no comments.  
Chair M. Roy asked for action.

A motion was made by Mr. Warren and seconded by Mr. Werth to recommend the City Council to adopt Ordinance 2004.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Joseph Warren. Nays: None, all yeas motion carried.

### 6.3 Ordinance 2005 - Brock Avenue Rezoning

Planning Administrator N. Schwendt reviewed the necessary information concerning the ordinance and presented Ordinance 2005- Brock Avenue Rezoning. On May 20, 2025, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located on Brock Avenue. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Low Density Residential and Residential-1, respectively. The application requests the Single and Multi-Family Density Dwelling District (R-3) zoning designation for the property. The rezoning request will be presented to City Council via Ordinance 2005 on August 11, 2025 for the first reading. The fees for the rezoning request have been waived for this application as it was received during the moratorium on annexation fees. There is no additional cost of advertising as the rezoning request was included in the advertisement for annexation.

Mr. Schwendt asked the Deputy City Clerk to read the Ordinance by title.

ORDINANCE: 2005 AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 0.17 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 21, TOWNSHIP 3 NORTH, RANGE 23 WEST, FROM THE OKALOOSA COUNTY RESIDENTIAL-1 ZONING DISTRICT TO THE SINGLE AND MULTIFAMILY DENSITY DWELLING DISTRICT (R-3) 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, but there were no comments.  
Chair M. Roy asked for action.

A motion was made by Mr. Warren and seconded by Mr. Medlock to recommend the City Council to adopt Ordinance 2005.

Roll Call: Ayes: Michael Roy, Mario Werth, Bryan Follmar, Joseph Warren. Nays: None, all yeas motion carried.

**7 Ordinances**

**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:** Candlewood Suites - 84-room hotel located on approximately 2.68 acres south of Cracker Barrel Dr. Okaloosa County Tax Collector's Office - 20,209 square foot tax collector's office building and associated improvements located at 1448 Commerce Drive, west of the Chamber of Commerce and north of the Library.

**Final Plats:** The Final Plat for Garden Villas Townhomes Phase 1 was approved following the previous City Council meeting. This subdivision comprises 158 townhouse lots on approximately 11.93 acres of land at Third Avenue and Garden Street.

**New Development Applications:** DSL Dealership Expansion - An approximately 86,000 square foot dealership expansion upon a 14.50 acre parcel at 4374 S Ferdon Blvd, across the street from the existing David Scott Lee Buick GMC dealership.

**Additional Developments in Review:** Longview Estates Subdivision - 15 lot subdivision located on approximately 3.25 acres at 669 Long Drive, north of E First Ave. Freedom Walk Subdivision - 474 lot subdivision development located on 156 acres located on Old Bethel Road. Walmart Neighborhood Market - 43,603 square foot grocery store, 18,800 square feet of retail space, a fueling station and 2 out parcels located north-east of the intersection of Industrial Dr. and Richburg Ln. Spring Creek Court - 19-unit multifamily apartment development on approximately 1 acre, located west of the intersection of Bay Street and W Cobb Avenue. Page 47 of 48 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.

**Other Updates:** Effective July 1st, the state has precluded municipalities' ability to require plats to be approved by elected or appointed bodies. The statute modification requires that plats be reviewed and approved administratively. In the coming months, staff will bring a Land Development Code amendment to the Board and Council which revises our plat process to remove any Planning and Development Board or City Council-related approvals.

**12 Comments from the Audience**

Chair M. Roy asked for comments from the audience. There were no comments.

**13 Adjourment**

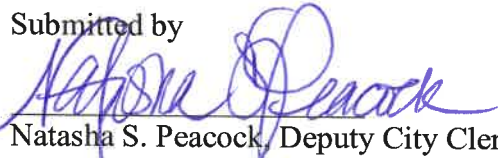
Chair M. Roy adjourned this meeting at 6:09 p.m.

Minutes approved this 4<sup>th</sup> day of Aug., 2025.



Michael Roy, Chair

Submitted by



Natasha S. Peacock, Deputy City Clerk

On behalf of,

Maryanne Girard, City Clerk

*Proper Notice having been duly given*