

**DeFuniak Springs Planning Board
Regular Meeting Minutes
Communications Media Technology
May 4, 2020**

The following Planning Board members were in attendance via Communications Media Technology: Chairman Steve Youell, LaKisha Brinson, Brandy Brown, and Rudy Sangl; Mayor Bob Campbell was in attendance as an ex-officio member. Board members Tyrone King, Charlie Kelley, and Graham Campbell-Work were excused.

The following were also in attendance in the Council Chambers: Planning Director Kelly Schultz, City Manager Mell Smigielski, and City Clerk Maryanne Schrader.

The following were also in attendance via Communications Media Technology: City Attorney Clay Adkinson, Deputy City Manager Carisse LeJeune, Michelle Doggett, Walton County School District and Jack Kiger, Eglin AFB Liaison.

Chairman Youell called the meeting to order at 5:30 p.m. via the Zoom meeting platform.

2. Invocation and Pledge of Allegiance - Chairman Youell gave the invocation and led the Pledge of Allegiance.

3. Roll Call – Ms. Schultz called roll; a quorum was declared present.

4. Introductions - Chairman Youell introduced the following:

- A. LaKisha Brinson, Planning Board Member
- B. Jackie Kite, Planning Coordinator
- C. Carisse LeJeune, Deputy City Manager

Chairman Youell also welcomed Fire Chief Ross Sheffield to the City.

5. Meeting Minutes - Chairman Steve Youell asked for a motion to approve the minutes of September 5, 2019. Planning Director K. Schultz confirmed that Graham Campbell-Work made the motion and it was seconded by K. Shepherd for the vice chairman nomination. Chairman S. Youell clarified with City Attorney Clay Adkinson that he could proceed with signing of the minutes of September 5, 2019.

VOTE: Chairman Steve Youell, aye; Brandy Brown, aye; LaKisha Brinson, aye; and Rudy Sangl, aye. 4 – 0. All ayes. Motion carried.

Chairman Steve Youell asked for a motion to approve the minutes of March 2, 2020.

Motion by Board Member Brandy Brown and seconded by Board Member Rudy Sangl to approve the regular meeting minutes of March 2, 2020.

VOTE: Chairman Steve Youell, aye; Brandy Brown, aye; LaKisha Brinson, aye; and Rudy Sangl, aye. 4 – 0. All ayes. Motion carried.

6. New Business – Chair S. Youell introduced the first application to schedule a Public Hearing.

A. Variance Request, File #2020-VAR-01

Applicant: Joe Johnson, Walton County Farm Bureau
Location: 684 North 9th Street (Farm Bureau Building, South of Fairgrounds
Several Variances for Overflow Parking for Fairgrounds
(1) Variance from LDC, Section 18-84, to allow the removal of protected trees without requiring replacement
(2) Variance from LDC, Section 18-85, to exempt the project from the parking lot landscaping requirement
(3) Variance from LDC, Section 18-73(d)(3), To allow the surface of overflow parking lot to have a grass surface
Request: an
Action: Make recommendation to City Council (Approve, Approve with Conditions, Continue or Deny)

Chairperson Steve Youell gave a summary of the variance request and asked for recommendations from the Board.

Planning Director Kelly Schultz explained the property is zoned C2 commercial/general with a Future Land Use designation as commercial and has areas of designated wetlands. The goal is to have a grass parking lot for overflow during the week of the County Fair, which averages 12-15,000 attendees and consists of about 108 parking spaces. The parking lines up on both sides for a mile. Only one accident has been noted. Chief Hurley, Sheriff Adkinson, and Fire Chief Sheffield are in favor of whatever it takes to get a safer solution. The applicant has said he will stay out of the wetlands on the property and has spoken to the residents on the east and will ensure there is a buffer for them.

Joe Johnson said the plan is to donate funds received to Ag and FFA programs. Board member R. Sangl asked about the trees that border Highway 83, and J. Johnson replied there is a slope on the Highway 83 side to the property, but they will leave a 20-foot buffer of trees, as well as near the residential area. He added the gully on the south of the property has a drop off. He added for the property on the north side, he will meet with Rusty Williams about a culvert, as DOT is working on the drainage. He added they will leave a buffer around the wetlands.

Planning Director, K. Schultz said there is a mandatory 30-foot buffer, so the area must be protected. In response to Board member R. Sangl, Planning Director K. Schultz replied that the parcel in red, with blue outline and thatch is wetlands. The black outline shows a flood zone that can be mitigated. She will add a key with arrows to explain what the different colors denote on the map for future reference.

J. Johnson said a survey was done. He added the wetlands drops down to the flood lane. The parking will stop on the south side of the building. It is about 4-500 feet to the east, and he only expects to use it for the fairgrounds. If the 4H or FFA want to use it, we will get with the County. He will ensure Water Management approves everything they do.

The Board was in favor of the variance and mentioned safety reasons.

Motion by Board Member R. Sangl and seconded by Board Member B. Brown to forward to Council and recommend approval for all three requested variances.

VOTE: Steve Youell, aye; Brandy Brown, aye; LaKisha Brinson, aye; and Rudy Sangl, aye. All ayes. Motion carried.

Chairperson Steve Youell closed the public comment portion at 5:58 p.m.

City Attorney Clay Adkinson said the Council will also bring the variance to Council.

B. Variance Request, File #2020-VAR-03

Applicant: Wendy Permenter, Property Owner
 Location: Lot on SW Corner of Michigan Street and Woodward Avenue
 Request: Variance to allow a Manufactured Home on Lot
 Action: Make recommendation to City Council (Approve, Approve with Conditions, Continue or Deny)

Chairman S. Youell introduced the manufactured home variance request from Wendy Permenter.

Planning Director K. Schultz explained the property is on the southwest side of Michigan and Woodward Ave. Wendy Permenter has requested that she be permitted to place a mobile home on the property. She owns two lots of record and purchased them in 2019. The formal public hearing will be done at the City Council at a date to be determined. The notifications will go out prior to the Council's scheduling of the public hearing.

Wendy Permenter said she wants to move next door to the Marsh family, her parents', and this is an economical solution. Planning Director K. Schultz added she purchased the property in December 2019 and a corrected deed was done in January 2020.

Board member R. Sangl mentioned the city amended the ordinance to allow for modular homes. W. Permenter replied that a modular home was \$20,000 more than the mobile home. She stated the existing mobile home is on the property line. She believes the map is skewed. They plan to place the mobile home facing Woodward. She explained the lot is 50 x 110. Planning Director K. Schultz agreed that property lines on the County site do seem skewed. The parents have lots 3, 4, 5, 6, 7, 8 and 9 and own the lots south and west of the two lots the applicant plans to use. Her parents have a shed on Lot 2 but plan to place it by lots 3, 4, or 6.

In response to Board member R. Sangl, City Attorney Clay Adkinson replied the city cannot legally prohibit a mobile home but can impose structure requirements.

Planning Director K. Schultz explained that after the Council approves, W. Permenter will have to come back to the city with a site plan and provide documentation that the home is built by HUD standards, which the city will verify. She has not purchased the mobile home yet, so she cannot submit the documentation.

Chair S. Youell mentioned we need to make sure there is water and sewer connections, as well as the HUD standard verification. Planning Director K. Schultz explained this is a technical review and after Council schedules the public hearing the residents within 1,000 feet will be notified within the 30-day period.

Chairperson Steve Youell closed the public comment portion at 6:14 p.m.

Motion by Board Member B. Brown and seconded by Board Member L. Brinson to forward to Council the request from Wendy Permenter to allow the manufactured home on the property and recommended approval.

VOTE: Steve Youell, aye; Brandy Brown, aye; LaKisha Brinson, aye; and Rudy Sangl, aye. All ayes. Motion carried.

C. Large Scale Amendment, 2020-LSA-01

Applicant: Matthew R. Parker, Project Engineer and Agent
 Location: South of Coy Burgess/I-10, East of US Highway 331
 Request: Large Scale Amendment from Various FLU Categories to PD (Planned Development)
 Action: Make recommendation to City Council (Approve, Approve with Conditions, Continue or Deny)

Chairperson Steve Youell introduced the large-scale amendment submitted by Matthew Parker who requests approval to recommend the amendment go to Council.

Planning Director Kelly Schultz explained she combined Item C and D for the amendment and rezoning. She explained the FLU designation is currently in the M3 district, but the applicant requests the change to Planned Development. They want to rezone it from agricultural, as it is within the MIPA III designation. She added it is a Military Influence Planning Area (MIPA) per J. Kiger. She said relating to Eglin, the Joint Land Use Study has looked at compatibility issues. This MIPA III area is basically where issues were identified to maintain the capabilities of Eglin. The property consists of 1400 acres that are located in a cruise missile corridor and low-level helicopter/tiltrotor training area. The two additional issues are lighting interfering with a pilot's vision or equipment and airport noise. This area was part of a Tri-County Small Area Study in 2012 in anticipation of a request where a large-scale amendment would propose land use changes. Eglin representatives have said it is compatible with their mission and its sustainability.

Planning Director Kelly Schultz said in a different section, Council created a Planned Development which will allow flexibility for large projects, will not have negative impact, and the category is dependent to provide for large scale planning. Regarding density, there can be 24 dwellings an acre, all uses in the city are allowed but limited, and there can be a mixture of uses. She added the wetlands are included, but it is a conservation easement. The request for the conceptual plan is included in the request.

In response to Chair S. Youell, Planning Director Kelly Schultz, said they meet the requirements that are set forth in the Future Land Use Category and there are variations from the Land

Development Code that are written into the document. She has spoken to the school planner and the project will have a huge impact to the city. The conceptual plan includes 14,000 dwelling units for the maximum density. The Conceptual Plan gives the overall idea of what they plan to do. The school thinks we may need another school and possibly a fire department and water well and tower.

In response to Chair S. Youell, J. Kiger responded he is just providing the military perspective and is looking if there are elements that would not support their mission. There are some changes in the Planned Development project, so they would need to comment on those.

In response to Board member R. Sangl and the Future Development Plan, Planning Director K. Schultz said there was some documentation that we had not received before the vote. While this plan has been revised, the Planning Board needed to review it, a public hearing will need to be scheduled at a Council meeting, and a resolution will need to be adopted.

In response to Board member R. Sangl, Planning Director K. Schultz responded that the city engineer reviewed the amendment and returned it with comments, however, we do not have the detailed plan yet.

City Attorney Clay Adkinson explained the large-scale amendment and Planned Development are separate. The city has two options, they can come forward with a conceptual plan or a detailed plan. The detailed plan usually comes in phases and would need greater engineering review. He explained if the Board does not think they have enough detail tonight, the large-scale amendment could be approved with conditions.

Chair S. Youell explained the large-scale amendment needs to be approved and forwarded to Council.

Motion by Board Member S. Youell and seconded by Board Member B. Brown to approve the large-scale amendment and forward to the City Council.

Board member R. Sangl asked for public comment at 6:39 p.m.

Matthew Parker said the developers have a serious commitment and the County has approved a road. The project is to support the veterans and they have met with the school and fire chief in this growth project.

Board member R. Sangl closed the comment section at 6:41 p.m.

VOTE: Steve Youell, aye; Brandy Brown, aye; LaKisha Brinson, aye; and Rudy Sangl, aye. 4 – 0. All ayes. Motion carried.

D. Zoning Map Amendment (Rezoning), 2020-RZ-01

Applicant: Matthew R. Parker, Project Engineer and Agent
 Location: South of Coy Burgess/I-10, East of US Highway 331
 Request: Zoning Map Amendment from Various Zoning Districts to PD (Planned Development)
 Action: Make recommendation to City Council (Approve, Approve with Conditions, Continue or Deny)

Motion by Board Member S. Youell and seconded by Board Member B. Brown to recommend approval to the City Council.

Chairperson Steve Youell opened the public comment portion at 6:43 p.m.

J. Kiger mentioned he had sent in a letter and said if the zoning is approved, it opens the door for incompatibility. Planning Director K. Schultz replied she just received the letter, so has not provided it to the Board.

City Attorney Clay Adkinson explained this approval does not override the amendment that is in effect. The developer will still need to comply with an overlay that is binding on the property. The map amendment will not supersede what has been approved and will be taken up at a higher

level. Whenever we amend a map, the conflicting issues will have to be considered. This action is not undoing that. The Board will need to review the letter that has been submitted.

J. Kiger explained the issue is the overlay district was not adopted by the city. Planning Director K. Schultz said it was laid out in the Comprehensive Plan and is illustrated on our zoning and Future Land Use Map.

Board member R. Sangl asked for any other comment. Comment closed at 6:47 p.m.

ROLL CALL VOTE: Steve Youell, aye; Brandy Brown, aye; LaKisha Brinson, aye; and Rudy Sangl, aye. 4-0. All ayes. Motion carried.

E. Planned Development Project, Conceptual Plan (Revised from Previous Review), 2020-PDP-01

Applicant: Matthew R. Parker, Project Engineer and Agent
 Location: South of Coy Burgess/I-10, East of US Highway 331
 Request: Conceptual Plan for Eagles Crossing
 Action: Make recommendation to City Council (Approve, Approve with Conditions, Continue or Deny)

City Attorney Clay Adkinson explained neither side is bound by conceptual plan.

Board member R. Sangl asked for comment at 6:49 p.m.

M. Parker said he will work closely with Mr. Kiger and his recommendations. He added that for the multi-family concept, the density will be much less than what is typical for a multi-family and risk levels are low. He added they support the mission of the Air Force. He said he is excited about the project and has worked with the engineer closely for Phase 1.

In response to Chair S. Youell, J. Kiger said the density issues concerning the helicopters is the pilots must raise their altitude, and it limits how long they can fly into Eglin and the capability to train.

J. Kiger said they will look at mitigation options. Planning Director K. Schultz explained the Conceptual Plan just gets it out to the community and makes sure it is compatible with the Land Use Map. Every six months, the developer must meet with the city for review of what the impact is having, and if we are going to be able to meet with demands. He added they will make strong recommendations.

Mayor Campbell explained that the development is only 4.5 miles from the center of the city. He added we love the military, but this is an encroachment on our city. J. Kiger replied they are looking at the Future Land Uses and the appropriate uses for a MIPA III zone. Mayor Campbell replied the whole purpose of the project is to support the veterans.

In response to Board member R. Sangl, J. Kiger said when Eglin does tests and conducts training, they have formulas that consider density. In terms of training for reality, the pilots do train for urban environments, but they also must train for desolate areas. They must train for night vision situations, which is hard in upward directed light. Pointing lighting downward will help with compatibility issue.

M. Doggett spoke for the school district. She said M. Parker has been generous to work with on student growth and is working with us to come up with ideas. They have suggested possibly donating land. She expects an impact of 800 to 900 students alone.

Board member R. Sangl closed the public comment portion at 7:05 p.m.

In response to Board member B. Brown, Planning Director K. Schultz replied the detailed phase plan must be submitted within six months of the approval per ordinance. In addition, each individual plan must be approved, and then the final plan approved and recorded.

M. Parker explained this is the first phase of a 200-acre park known as Veterans Lodge. The detailed plan will be submitted within 15 to 30 days, and he is working with the city engineer on

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water and sewer. The next focus will be up on the northwest side behind the Best Western, this road is a major development of the facility. It will be market driven afterward. It could be a 15-20 year build out.

Motion by Board Member B. Brown and seconded by Board Member S. Youell to move forward for the conceptual plan for Eagles Crossing and recommend approval.

RLL CALL VOTE: Steve Youell, aye; Brandy Brown, aye; LaKisha Brinson, aye; and Rudy Sangl, aye. 4 – 0. All ayes. Motion carried.

F. Election of Vice Chairman (to replace Mr. Shepherd)

Chair S. Youell requested the Board wait until we have a full attendance to elect a Vice Chair and Board member B. Brown agreed. City Attorney Clay Adkinson responded the Board could postpone until we have full attendance.

G. Schedule Date for Public Participation Workshop to Discuss Recreational Vehicle (RV's) Regulations in the City Limits

Planning Director K. Schultz said this item has been brought to the City Council, a workshop was done, and Council asked staff to bring back the item to the Planning Board. After Planning review, it will go to the City Council for an ordinance amendment. She went on to explain that the Council has placed a moratorium for enforcement issues on mobile homes and RV's. She said the public is going to want to speak and some residents are not comfortable with an electronic format meeting.

Chair S. Youell said he would like to wait until the emergency situation is lifted, and we all want what is better for the city, personal property rights and finding a good ~~medium~~ ^{meeting} area.

In response to Board member R. Sangl, Planning Director K. Schultz said she will provide the information to get the Board up to speed on the issue. The Board agreed to wait until the meetings are open to the public.

7. Old Business – None noted.

8. Citizen Comments – No comments received.

Board member R. Sangl voiced his concern about protecting the historical district. He encourages the city to use the Planning Board in this endeavor to ensure the historical district retains value and added the Planning Board could be used as an ombudsman before the concerns go to the City Council.

City Attorney Clay Adkinson said the City must certify for appropriateness. The planner has the authority in these issues. He explained an Architectural Review or Historical Review Board to govern the process could be created. He added we would need to add separate meetings, if the city chooses to do it under the Planning Board, as the standard of review is widely different with more discretion that what the Planning Board is tasked to do. He said the Planning Board is not a professional board, so professionals are drawn across a wide scope to review the criteria under an Architectural Review Board.

Planning Director K. Schultz said they have polled several cities for different models, as we need some guidelines. Currently, when she denies a request, the citizen must go to the City Council for further review.

Deputy City Manager C. LeJeune said she supports K. Schultz and they have been in discussions. These steps need to be taken to look at smart guidelines for historic designation, as we are committed to fixing the issue as soon as possible.

9. Adjournment

Chairperson Youell asked if there was any other business for consideration and hearing none the meeting was adjourned at 7:33 p.m.

ADOPTED this 6th day of July, 2020.

Steve Youell

Steve Youell, Planning Board Chairman

ATTEST:

Maryanne Schrader
Maryanne Schrader, City Clerk

