



**City of Melbourne, Florida
Minutes — Planning and Zoning Board**

City Hall Council Chamber
900 E. Strawbridge Avenue
Melbourne, FL 32901

June 19, 2025, 6:30 p.m.

A. Opening

1. Pledge of Allegiance.
2. Roll Call.

Present:	Yvonne Minus	Chair
	George Lebovitz	Member
	Shannon Bailey	Member
	Molly Tasker	Member
	Dr. Ray Shackelford	Member
	Chris Adams	Alternate Member
	Adam Conley	City Attorney
	Cheryl Dean	Planning Manager
	Todd Corwin	Planner
	Olivia Bachtold	Recording Secretary
Absent:	Milo Zonka	Vice Chair
	Nancy Garmer	Alternate Member
	Bruce Waters	Member
	Ence Spann	School Board Representative

3. Approval of Minutes – May 5, 2025
Moved **Bailey/Shackelford** to approve the minutes from the May 5, 2025, meeting.
Motion carried unanimously.
4. Declaration of Conflict
None.

5. Disclosures

None.

6. Public Comment

None.

B. New Business

7. Conditional Use (CU2024-0008) with Site Plan Approval Request (PLAN2024-0014) Aurora Mini-Storage:

Ms. Dean summarized the request as detailed in the staff memorandum and confirmed that the Board will be making two recommendations on this item, which will be forwarded on to City Council for ordinance consideration.

Ms. Dean referenced the findings contained in the Planning and Zoning Board agenda memorandum. She stated that based upon the findings and conditions, staff recommends approval.

Mr. Adams asked if this facility will have an on-site manager/office.

Ms. Dean confirmed a minimum 300 square foot office requirement for the development.

Mr. Adams asked if there would be sleeping quarters at the development.

Ms. Dean said it is a smaller site and there are no plans for an accessory dwelling.

Mr. Adams asked about the construction timeframes.

Ms. Dean said it is best to ask the applicant. When a site plan is approved, it is valid for three years. The engineering construction plans and building permits have a much shorter time frame than three years.

Ms. Tasker asked if there is any air conditioning in the storage units.

Ms. Dean said it is best to ask the applicant.

Dr. Shackelford asked if there would be any fire sprinklers on the property for safety.

Ms. Dean said only if required by the Florida Building Code/Fire Safety Code.

Ms. Minus asked staff to confirm that 102 units are proposed, as the staff report indicated.

Discussion ensued regarding the layout of the developments as well as the rollup doors for the storage units.

City of Melbourne, Florida
Minutes – Planning and Zoning Board
June 19, 2025

Mike Maguire, the owner of the property, addressed the Board and confirmed that there will be no air conditioning for the storage units, and water is available on the site if fire sprinklers are required for the development.

Dr. Shackelford asked whether there were going to be security cameras on the property. Mr. Maguire confirmed.

Mr. Adams asked whether Mr. Maguire had talked to any of the surrounding properties regarding this development.

Mr. Maguire said he has not spoken to anyone.

Ms. Minus asked whether the lighting can also be moved to the back.

Mr. Maguire said there is no lighting in the back, there is lighting in the front parking lot. If lighting in the back is required, he will add it.

The Chair opened the Public Hearing.

As there were no comments from the public, the Chair closed the Public Hearing.

Moved by **Bailey/Shackelford** to recommend approval of item CU2024-0008 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

Moved by **Bailey/Adams** to recommend approval of item PLAN2024-0014 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

C. Future/Additional Business

8. Board Training Refresher Discussion.

The Board members confirmed that at a future meeting, they would like to have a Board Training refresher.

Ms. Dean said there may be one item ready for the July 3, 2025 Planning and Zoning Board Meeting.

D. Additional Board Member Comments

E. Adjournment

There being no further business, the meeting was adjourned at 7:12 p.m.

City of Melbourne, Florida
Minutes – Planning and Zoning Board
June 19, 2025

Cheryl A. Dean, AICP
Planning Manager

7/17/2025
Approved by the Planning and Zoning Board