

City of Melbourne, Florida

Minutes - Historic and Architectural Review Board

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

June 18, 2025, 6:00 p.m.

A. Opening

1. Call to Order
2. Pledge of Allegiance
3. Roll Call.

Present: Matthew Thomas, Chairman
Angelina Wheeler-Chong, Member
Delores Gore, Member
Krista Nakaishi, Member
Roderick Queen, Member

Absent: Elizabeth Huy, Member (Excused)
Sarah Brangan, Member (Excused)
Shane Sullivan, Member
Kate Broderick, Alternate Member (Excused)

Also Present: Adam Conley, City Attorney
Richard Broome, Deputy City Attorney
Sandy Ramseth, AICP, Planner
Samantha Buck, Recording Secretary

4. Declaration of Conflict

There were no conflicts of interest declared at the May 21, 2025 meeting.

5. Approval of Minutes – May 21, 2025 meeting.

Moved by Nakaishi/ Gore to approve the minutes from the May 21, 2025 meeting, as presented.

Motion carried unanimously.

B. New Architectural Review Business

6. HARB2025-0019: “I Said Yes” Mural, 464 N. Harbor City Blvd.

Mural
City-wide

The applicant seeks approval for the installation of a mural on the south building elevation, facing Babcock Street. The mural will be painted by muralist Cody B.

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Monahan. This cornerstone wall's mural provides a fresh breeze of foliage and flow; soft hues of life bloom behind the freedom of a bride. She said; Yes, to the dress!

The applicant, Cody Monahan, Melbourne, was available to answer questions from the Board.

The Board had no conflicts of interest on this item.

Ms. Ramseth summarized the application for the Board, showing an aerial photograph highlighting where the mural will be painted. She confirmed the lettering on the proposed mural is less than 10% of the mural, and that a public hearing notice was posted on the site prior to the meeting. She also had examples of previous murals that he had painted in the area.

Mr. Thomas asked if Mr. Monahan had anything further to add following Ms. Ramseth's presentation and he explained that the rendering showed the train of the dress wrapping around to a neighboring wall. He understands that this is not permitted by Code, so the mural will now stop at the corner. In addition to this, he asked the Board to also approve additional text that was not shown in the rendering, as his client has requested that her company name (Nicole Marie Bridal) be added on the mural under the existing wording.

The Board discussed the mural the applicant's request for additional text, and the consensus of the Board was that they would approve this it was painted in the same font, and was contained in the 5ft. by 6ft. text box shown on the rendering.

A brief discussion ensued on the font and color of the text, and Mr. Conley asked that any motion made by the Board is specific with regards to the font and location of the additional text. Mr. Monahan confirmed that there was ample room to include this text within the allowed space on the mural.

Mr. Thomas asked the Board if they were willing to approve the additional text without seeing a new rendering, and the Board agreed that they would be able to approve this request without a new rendering.

As there were no comments from the Board, Mr. Thomas opened the floor for public comment.

There was no public comment, so Mr. Thomas brought the item back to the Board for a motion.

Moved Queen/Gore that the Board find that application HARB2025-0019 is consistent with the City of Melbourne Mural Guidelines and that the Board approve the application with the addition of the company name "Nicole Marie Bridal" with the stipulation that the text must be contained within the 5ft. x 6ft text box and the same font must be used throughout the mural.

Motion carried unanimously.

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7. HARB2025-0021: Buggs Funeral Home, 2701 S. Harbor City Blvd.

Signage
Downtown CRA

The applicant seeks approval to install a double-faced, LED internally illuminated, pole sign at the northwest corner of the property. The sign structure measures 10ft. 10 in. high overall with the sign measuring 3ft. 10 in. high (as part of the overall height) by 6ft. 3 in. wide. The sign poles and cabinet will be painted black and the sign colors are black and white, as shown.

The applicant Brucia Buggs, Melbourne, was available to answer questions from the Board.

Ms. Ramseth showed a rendering showing the design and dimensions of the new sign and confirmed that the sign will incorporate a black border.

Ms. Buggs confirmed that she had nothing further to add following Ms. Ramseth's presentation.

A brief discussion ensued regarding the setbacks and sight-lines for the sign, and Ms. Ramseth confirmed that this will be calculated during the sign permitting process.

There were no conflicts of interest, public comment, or further comments or questions from the Board, so Mr. Thomas asked for a motion.

Moved Wheeler-Chong/Nakaishi that the Board find that application HARB2025-0019 is consistent with the Downtown Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

C. Future/Additional Business

Cemetery Grant

Ms. Ramseth told the Board that the Florida Legislature has met and confirmed their budget. Although the Historic budget was cut, they did approve \$500,000 of funding for the Cemetery Grant program. As our application was ranked 8th, she is hopeful that we will receive the funding for our fence and signage project for the cemetery.

Annual Financial Disclosure Forms

Ms. Ramseth reminded the Board that their Annual Financial Disclosure forms are due by July 1st. Board members should have received notification via email. She reminded the Board that all members have to complete this form annually, including Board members who have resigned from the Board since December 31st.

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Election of Vice Chair

The Board briefly discussed the election of a new Vice-Chairman, and the Board agreed to postpone this item until the July meeting when more Board members may be present.

Ms. Ramseth also stated the Board has a new Alternate Member, Kate Broderick. In addition, Mr. Queen and Mr. Sullivan have now been moved to the position of “member” on the Board. As it is Ms. Wheeler-Chong’s last meeting, we will now have two vacancies on the Board.

Ms. Ramseth thanked Ms. Wheeler-Chong for her 18 years of service on the Board and said that she will be missed, but staff and the Board looked forward to seeing her as an applicant in the future.

Mr. Conley took the opportunity to introduce Deputy City Attorney Richard Broome to the Board. Mr. Broome worked for the City of Titusville previously for many years before recently joining the City of Melbourne.

D. Adjournment

As the Board’s business had been completed, Mr. Thomas adjourned the meeting at 6:18 pm.



Samantha Buck, Recording Secretary – June 18, 2025

Approved by the Historic and Architectural Review Board: July 16, 2025