

# City of Melbourne



Community Development • 900 E. Strawbridge Avenue, Melbourne, FL 32901  
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## AGENDA

### HISTORIC AND ARCHITECTURAL REVIEW BOARD

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

**August 20, 2025 • 6:00 PM**

#### A. OPENING

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Roll Call
4. Declaration of Conflict
5. Approval of Minutes: July 16, 2025

#### B. NEW ARCHITECTURAL REVIEW BUSINESS

- |    |                      |  |                       |
|----|----------------------|--|-----------------------|
| 6. | <b>HARB2025-0027</b> | <b>The Syndicate</b><br>587 W. Eau Gallie Blvd.<br>Exterior Painting & Signage | <b>Eau Gallie CRA</b> |
| 7. | <b>HARB2025-0028</b> | <b>Wicked Lobstah</b><br>1419 Highland Ave.<br>Exterior Improvements & Signage | <b>Eau Gallie CRA</b> |
| 8. | <b>HARB2025-0029</b> | <b>Lamb &amp; Co</b><br>1295 Cypress Ave.<br>Signage                           | <b>Eau Gallie CRA</b> |
| 9. | <b>HARB2025-0030</b> | <b>Eau Gallie Civic Center</b><br>1551 Highland Ave.<br>Exterior Painting      | <b>Eau Gallie CRA</b> |

#### C. NEW HISTORICAL REVIEW BUSINESS



10. **HARB2025- Robert & Lynn Maffie Residence**  
**0024**

**City Wide**

2015 Bryan St.

**D. FUTURE/ADDITIONAL BUSINESS**

**E. ADJOURNMENT**

Note: more than one member of the City Council may be in attendance at the meeting and may participate in discussions.

Pursuant to 286.0105, Florida Statutes, the City hereby advises the public that if a person decides to appeal any decision made by this Board, agency or meeting or hearing, he will need a record of the proceedings, and that for such purpose, affected persons may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the City for the introduction or admission into evidence of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals not otherwise allowed by law.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Community Development Department at (321/608-7500), no later than 5:00 p.m., at least 48 hours prior to the meeting.

# City of Melbourne, Florida

## Minutes - Historic and Architectural Review Board

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

July 16, 2025, 6:00 p.m.

### A. Opening

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

Present: Matthew Thomas, Chairman  
Delores Gore, Member  
Krista Nakaishi, Member  
Elizabeth Huy, Member  
Kate Broderick, Alternate Member

Absent: Roderick Queen, Member (Excused)  
Sarah Brangan, Member (Excused)  
Shane Sullivan, Member (Excused)

Also Present: Kellen Simmons, City Attorney  
Sandy Ramseth, AICP, Planner  
Samantha Buck, Recording Secretary

### 4. Declaration of Conflict

There were no conflicts of interest declared at the June 18, 2025 meeting.

### 5. Approval of Minutes – June 18, 2025 meeting.

Ms. Buck said that there was a scrivener's error in the minutes from the June meeting. The meeting date was incorrect, and had been subsequently corrected to show "June 18<sup>th</sup>" prior to the meeting.

Moved by Gore/Nakaishi to approve the minutes from the June 18, 2025 meeting, with noted correction.

Motion carried unanimously.

### B. New Architectural Review Business

#### 6. HARB2025-0022 McCloskey & Associates, 601 E. Strawbridge Ave.

Signage  
Downtown CRA

The applicant seeks approval to replace the double-faced, internally illuminated, vinyl copy and graphics, with new vinyl copy and graphics, as shown. The sign face measures 6 ft. wide

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by 3 ft. high in the colors of white lettering on a black background. The sign cabinet will act as the border. In addition, a 10 in. high by 11 in. wide address block in black and white will be added to the monument sign, as shown.

Ms. Ramseth summarized the application for the Board, showing the location of the sign on an aerial photograph. She confirmed that a sign permit will not be required as it is a face-plate change only.

The applicant, William McCloskey, Melbourne, was available to answer questions from the Board.

The Board had no conflicts of interest on this item.

Mr. McCloskey told the Board that after submitting his application, he had decided that he would prefer the phone number to be printed in white instead of yellow, as shown in the rendering.

Mr. Thomas said that the proposed sign met the guidelines and would be a nice change. He had no issue with the telephone number being shown in white or yellow.

As there were no further 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 Huy/Nakaishi that the Board find that application HARB2025-0022 is consistent with the Downtown District Architectural Guidelines and that the Board approve the application, as presented with option to have phone number printed in white.

Motion carried unanimously.

**7. HARB2025-0023: Banach property, 1993 Guava Ave.**

Fencing

*Eau Gallie CRA*

The applicant seeks approval to add a 6 ft. wood privacy fence with pedestrian gates to the middle and rear of the property, as shown. The proposed fence is composed of 4 ft. 6 in. vertical boards, with 1 ft. 6 in. lattice across the top, as shown.

The applicant was not available to answer questions from the Board so Ms. Ramseth presented the item on their behalf. She showed the Board a survey outlining where the fence will be placed, along with a rendering of the style of fence being proposed.

There were no conflicts of interest on this item.

Mr. Thomas commented that it was an attractive fence, and confirmed that a fence permit will be required before installation.

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There were no further comments from the Board, nor any public comment on this item, so Mr. Thomas asked for a motion.

Moved Broderick/Gore that the Board find that application HARB2025-0023 is consistent with the Eau Gallie Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

**8. HARB2025-0025, Nations Auto Glass, 1816 S. Harbor City Blvd.**

Exterior Improvements and Signage  
*Downtown CRA*

The applicant seeks approval to renovate an existing car service business for a new incoming car service business. The improvements include new stucco and paint, a redesigned parapet roofline, a new aluminum canopy, new anodized aluminum overhead doors with glass, and signage—both building mounted and pole mounted.

The building's main color will be "Pure White" with "In the Navy" trim. The overhead doors both on the front and back will be anodized aluminum with glass panes, as shown. The white metal anodized aluminum awning will be mounted over the entrance. The east facing channel letter sign, measuring 27ft. 8-in. wide, by 3ft. high, will be LED-illuminated, face-lit and halo-lit, and mounted on the new parapet near the roofline. In addition, a second LED-illuminated channel letter sign on a backer board, and measuring 7ft. 5-7/8 in. wide by 3ft. will be mounted on the parapet on the north façade.

Finally, new double-sided face replacements will be installed in the existing pole sign, with an Electronic Message Center replacing the existing reader board, as shown.

The applicant's representative, Mike Jackson from Axis, Tampa, was available to answer questions from the Board.

Ms. Ramseth told the Board that the requirement for HARB approval on this property only came to light after a building permit was issued for internal renovations. She showed the Board the location of the property on an aerial photograph and summarized the proposed changes that will be made to the exterior of the building, along with the signs for the building and the existing pole sign. The applicant had provided several renderings showing the exterior improvements on the three elevations visible from the road.

Mr. Thomas asked Mr. Jackson if he had anything further to add, and Mr. Jackson confirmed that he did not.

The Board had no conflicts of interest on this item.

Mr. Thomas asked the applicant if the extra doors on the north and west side of the building will be removed, and Mr. Jackson confirmed that they will be sealed over.

A brief discussion ensued on the exterior improvements and the centering of the signs on the building. The Board agreed that it was great to see improvements being made to an old building in the Downtown area.

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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 Gore/Nakaishi that the Board find that application HARB2025-0025 is consistent with the Downtown District Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

### **C. Future/Additional Business**

Ms. Ramseth told the Board that there will be an application for a historic designation to review in August. The property is a Mediterranean Revival style home and the City's Historic Preservation Officer, Pat Tyjeski, will be at the meeting to provide the Board with the findings in her report prior to the Board voting on moving forward for the designation.

#### **Vice Chairman Position**

Mr. Thomas suggested that the Board move ahead and vote to fill the position of Vice-Chairman that has been vacant since Ms. McGuire resigned. After a brief discussion, a suggestion was made that Ms. Huy should be nominated for the role of Vice-Chairman.

Moved Thomas/Nakaishi to nominate Elizabeth Huy for the position of Vice-Chairman.

Motion carried unanimously.

The Board welcomed Kate Broderick as the new Alternate member for the Board.

### **D. Adjournment**

As the Board's business had been completed, Mr. Thomas adjourned the meeting at 6:25 pm.

  
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Samantha Buck, Recording Secretary – July 16, 2025

Approved by the Historic and Architectural Review Board: \_\_\_\_\_

## Memorandum

**To:** Historic and Architectural Review Board (HARB)  
**From:** Sandy Ramseth, AICP, Planner  
**Re:** **HARB Meeting for August 20, 2025**  
**Date:** August 15, 2025

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### NEW ARCHITECTURAL REVIEW BUSINESS

**HARB2025-0027 The Syndicate / 587 W. Eau Gallie Blvd. Eau Gallie CRA**

The applicant seeks approval to repaint the north (front) and west facing walls. The building's main color will be "Salty Dog", a shade of navy blue, with the trim in white. The existing black window awnings will act as a second accent color.

The front wall will feature a channel letter sign mounted near the roofline. The sign measures 13 ft. wide, by 3 ft. 7 in. high, will be internally LED-illuminated, and reverse halo-lit, in metallic gold. At night, the halo illumination effect will be in blue, as shown.

#### **Summary:**

Exterior Painting and Signage

#### **Guidelines to Consider:**

- Whites, pastels and earth tones shall be used as the main building color.
  - *"Salty Dog" will be used as the main building color on the north and west facing walls.*
- All multi-story buildings shall have two accent trim colors.
  - *White will be the first trim color, and the black awnings will be the second accent color.*
- Signs should be a combination of identification, information, and image making.
  - *The sign provides information and image.*
- All signs should be defined by use of borders around the sign area when it is contained within a distinct shape.
  - *Individual channel letters do not require a border.*
- Signs shall meet all requirements of the City's sign regulations.

#### **Recommendation:**

Staff recommends that the Board find the application **consistent** with the Eau Gallie Architectural Guidelines.

**Additional Approvals Required:**

Sign permits. Painting does not require a permit.

**HARB2025-0028 Wicked Lobstah / 1419 Highland Ave.****Eau Gallie CRA**

The applicant seeks approval to change a portion of the facades above the existing wall tile, and the parapet to “Super White”, with the trim, roof cap, and soffit, to be “Symphony Blue”. In addition, two, one-inch aluminum awnings over the two windows adjacent to the front door, with “Dickson Navy” and “Natural” striped fabric covers will be added. Also, two lantern-style, decorative sconces will be added to each side of the front door.

Above the entrance, below the parapet, a red LED-illuminated lobster logo will be raceway mounted, and accompanied by non-illuminated, acrylic, flat cut-out letters in gold. The sign measures 7 ft. 6 in. wide, by 1 ft. 7 in. high, as shown.

**Summary:**

Exterior Improvements and Signage

**Guidelines to Consider:**

- Rigid or retractable architectural canopies or flexible, fabric awnings shall be used.
  - *The proposed awning is rigid aluminum with fabric covers.*
- Awnings shall be attached directly to the building.
  - *The awning is attached to the fascia.*
- Whites, pastels and earth tones shall be used as the main building color.
  - *“Super White” will be used as the main building color on all walls.*
- Single-story buildings shall have up to two accent trim colors.
  - *“Symphony Blue” and existing black tile will act as trim colors.*
- Signs should be a combination of identification, information, and image making.
  - *The sign provides information and image.*
- All signs should be defined by use of borders around the sign area when it is contained within a distinct shape.
  - *Individual channel letters do not require a border.*
- Signs shall meet all requirements of the City’s sign regulations.

**Recommendation:**

Staff recommends that the Board find the application **consistent** with the Eau Gallie Architectural Guidelines.

**Additional Approvals Required:**

Building and Sign permits.

**HARB2025-0029 Lamb & Co. Fishmongers / 1295 Cypress Ave. Eau Gallie CRA**

The applicant seeks approval to refurbish the existing pylon sign, and replace the two-sided face plates, as shown. The sign faces measure 10 ft. wide by 5 ft. high in the colors of white and gold lettering on a dark blue background with a gold border. The new sign face will be 6mm aluminum composite board with full color laminated print.

**Summary:**

Signage

**Guidelines to Consider:**

- Signs should be a combination of identification, information, and image making.
  - *The sign provides information and image.*
- All signs should be defined by use of borders around the sign area when it is contained within a distinct shape.
  - *The sign has a graphic gold border.*
- Signs shall meet all requirements of the City's sign regulations.

**Recommendation:**

Staff recommends that the Board find the application **consistent** with the Eau Gallie Architectural Guidelines.

**Additional Approvals Required:**

No permit is required for a face plate change.

**HARB2025-0030 Eau Gallie Civic Center / 1551 Highland Ave. Eau Gallie CRA**

The applicant seeks approval to repaint the Eau Gallie Civic Center in colors "High Reflective White" as the main body color, "Tricorn Black" for the window trim, doors, and door trim, "Electric Lime" for the window sills, "Calypso" for the roof edge, and "Dynamic Blue" for the lower band.

**Summary:**

Exterior Painting

**Guidelines to Consider:**

- Whites, pastels and earth tones shall be used as the main building color.
  - *"High Reflective White" will be used as the main building color throughout on all walls.*
- Single-story buildings shall have up to two accent trim colors.
  - *"Tricorn Black", "Electric Lime", "Dynamic Blue", and "Calypso" will be trim and accent colors.*

**Recommendation:**

Staff recommends that the Board find the application **consistent** with the Eau Gallie Architectural Guidelines.

***Additional Approvals Required:***

No permit required for building painting.

**NEW HISTORICAL REVIEW BUSINESS**

**HARB2025-0024 Robert & Lynn Maffie Residence / 2015 Bryan Street      City Wide**

The applicant requests preliminary consideration for a local historic designation of 2015 Bryan Street, a single-family residence, constructed in 1925. The property has connections to the Rowe family (Robert Lee Rowe who was a pioneering Mayor of Melbourne and also the paymaster for the Union Cypress Sawmill).