



**City of Melbourne, Florida
Agenda
Planning and Zoning Board**

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

August 21, 2025, 6:30 p.m.

A. Opening

1. Pledge of Allegiance
2. Roll Call
3. Declaration of Conflict
4. Disclosures
5. Public Comment

B. New Business

6. **Annexation (ANNX2025-0004), Comprehensive Plan Amendment *Minor Amendment* (MAP2025-0011), Zoning Request (MAP2025-0012): Melbourne Architectural – 325 East Drive:** (Public Hearing) [Owner/Applicant: T D & K Holdings, LLC., Tom Soyk] [Representative: David Baggett, P.E., Haley Ward, Inc.] For the overall 1.07± acres of developed property, and 0.36± acres of adjacent road right-of-way (ROW) and canal ROW, located on the east side of West Drive, west of East Drive, and north of Ellis Road, the following actions are requested: the following actions are requested:
 - **Annexation** into the City of Melbourne corporate limits (1.43± acres);
 - **Comprehensive Plan Amendment** – establishing an Industrial Future Land Use Map classification (1.07± acres);
 - **Zoning Amendment** – establishing M-1 (Light Industrial) zoning (1.07± acres).
7. **Conditional Use Request (CU2025-0005) Van Beers Bottle and Tap:** (Public Hearing) [Applicant/Representative: Jay Van Schaick] [Owner: Hynes Properties LLC. / Diane Hynes] Conditional use to allow the sale and consumption of alcoholic beverages (beer and wine) on premises in conjunction with a wine bar in a 1,957±-square foot unit located on 0.26±-acre developed acres, zoned C-3 (Central Business District) located on the south side of East New Haven Avenue, west of Grant Place and east of Livingston Street.
8. **Subdivision Variance Approval Request (SDV2025-0001) Mayfair East Phase One:** (Public Hearing) [Owners: KL LB BUY, LLLC; Southern Homes of Melbourne

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II LLC] [Applicant/Representative: Jake Wise, Construction Engineering Group] The applicant is requesting the following subdivision variances on 192.96± acres, located south of Florida Avenue, north of Pirate Lane/Eber Road and west of Lipscomb Street:

- **Subdivision Variance #1:** Relief from the limitation of issuance of two single-family model home building permits prior to recording of the final plat in Section 8.5(d)(2) to allow for issuance of additional single-family residential building permits (up to fifty percent) for residential lots on the approved preliminary plat prior to recording of the final plat;
- **Subdivision Variance #2,** Relief from the limitation of issuance of two, single-family model home building permits prior to recording of the final plat in Section 8.5(d)(2) to allow issuance of two building permits for PUD non-residential/secondary uses (club house proposed in Tract REC-1 and guard house proposed within Tract LD-34); and
- **Subdivision Variance #3:** Relief from § 8.5(d)(4)(f) (2) & (3) to permit the developer to temporarily retain specified tracts until completion and construction and subsequent conveyance to the Mayfair Community Development District (CDD) or another responsible maintenance entity, with recorded easements and covenants assuring City access and resident use.

C. Future/Additional Business

D. Additional Board Member Comments

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.