



City of Melbourne, Florida
Minutes — Planning and Zoning Board

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

July 17, 2025, 6:30 p.m.

A. Opening

1. Pledge of Allegiance.
2. Roll Call.

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

3. Approval of Minutes – June 19, 2025
Moved **Adams/Shackelford** to approve the minutes from the June 19, 2025, meeting.
Motion carried unanimously.
4. Declaration of Conflict
None.
5. Disclosures

None.

6. Public Comment

None.

B. New Business

7. Finding of Consistency (FOC2025-0003) Melbourne Downtown CRA Plan Amendment:

Mr. Dombrowski summarized the request as detailed in the staff memorandum and confirmed that the Board will be making one recommendation on this item, which will be forwarded on to City Council for ordinance consideration.

Mr. Dombrowski referenced the findings contained in the Planning and Zoning Board agenda memorandum. He stated that based upon the findings and conditions, staff recommends approval.

Ms. Garmer asked if this recommendation will go to City Council after the Planning and Zoning Board.

Mr. Dombrowski confirmed the item will have two readings at City Council for consideration of an ordinance.

Ms. Minus asked if this request was a requirement for the Melbourne Downtown CRA Plan.

Mr. Dombrowski stated that this is a necessary step to amend the plan.

Dr. Shackelford asked if other Community Redevelopment Areas also go through this process.

Mr. Dombrowski explained that any time a CRA implements a new plan, a finding of consistency goes to the Planning and Zoning Board public hearing.

Mr. Conley mentioned that because the Olde Eau Gallie CRA's list of projects are limited due to an existing Interlocal Agreement with Brevard County, amending their plan is not as necessary currently.

Ms. Garmer asked if there needs to be more detail put into the list of projects within the amended plan.

Mr. Dombrowski said the reasoning behind making the project list a wide range was to allow for flexibility in response to potential legislative changes.

Discussion ensued regarding the impact fo the CRA for the City of Melbourne as well as location of the CRA Boundary.

The Chair opened the Public Hearing.

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

Moved by **Garmer/Shackelford** to recommend approval of item FOC2025-0003 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

C. Future/Additional Business

8. City Clerk/City Attorney Board Training Refresher.

Mr. Conley said that due to the attendance at tonight's meeting, staff will postpone training to another meeting with a light agenda.

Discussion ensued regarding board member attendance and excused/unexcused absences.

D. Additional Board Member Comments

E. Adjournment

There being no further business, the meeting was adjourned at 7:02 p.m.

Cheryl A. Dean, AICP

Approved by the Planning and Zoning Board