City of Melbourne, Florida
Minutes — Planning and Zoning Board

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

November 6, 2025, 6:30 p.m.

A. Opening

1. Pledge of Allegiance.
2. Roll Call.

Present:	Yvonne Minus	Chair
	Milo Zonka	Vice Chair
	Dr. Ray Shackelford	Member
	Chris Adams	Alternate Member
	Richard Broome	Deputy City Attorney
	Cheryl Dean	Planning Manager
	Olivia Bachtold	Recording Secretary
Absent:		
	Molly Tasker	Member (Excused)
	Shannon Bailey	Member (Excused)
	George Lebovitz	Member (Excused)
	Bruce Waters	Member (Excused)
	Nancy Garmer	Alternate Member (Excused)
	Ence Spann	School Board Representative (Excused)

3. Approval of Minutes – September 18, 2025, and October 16, 2025.

   Moved **Adams/Shackelford** to approve the minutes from the September 18, 2025 and the October 16, 2025 meeting.

   Motion carried unanimously.

4. Declaration of Conflict

   None.

5. Disclosures

   None.

6. Public Comment

None.

B. Unfinished Business

7. Conditional Use Request (CU2025-0002) with Site Plan Approval (PLAN2025-0006) El Car Wash:

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, staff recommends approval.

Mr. Adams asked about how peak versus non-peak hours are determined in conjunction with the power used for the vacuum producers.

Ms. Dean said that there is automation for the vacuum producers to increase power during peak hours and to lower power during non-peak hours.

Ms. Minus asked if there were any concerns from neighboring properties.

Ms. Dean said that staff has not received any correspondence regarding this item.

Discussion ensued regarding how many cars are expected to come through the site, as well as the amount of regular and handicapped parking spaces provided.

Alejandro Quintana, Director of Development for the item, mentioned that their team determines the peak hours by analyzing the existing facilities from Michigan to Florida, and it comes down to the specific regions within the area.

The Chairman opened the Public Hearing.

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

Moved by **Shackelford/Zonka** to recommend approval of item CU2025-0002 based upon the findings contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

Moved by **Zonka/Adams** to recommend approval of item PLAN2025-0006 based upon the findings contained in the Planning and Zoning Board memorandum.

C. New Business

8. Comprehensive Plan Future Land Use Map Amendment *Minor Amendment* (MAP2024-0013) Zoning Amendment Request (MAP2024-0012) And Site Plan Request (PLAN2024-0019) Lansing RV Storage:

Ms. Dean summarized the request as detailed in the staff memorandum and confirmed that the Board will be making three 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.

Discussion ensued regarding the width/turning movement in the drive aisle for the RVs, as well as a Motor home and an RV being the same in city code. In addition, the board asked for clarification on the materials for the opaque fence.

The property owner, Andrew Evans, was present and available for any questions or concerns regarding the item but did not approach the lecturn.

The Chair opened the Public Hearing.

Roy Berkemeyer, 2404 Olympus Court, expressed his concerns regarding the lighting coming from the storage facility, the maintenance of the retention ponds, as well as the overhanging oak trees.

Kimberly Berkemeyer, 2404 Olympus Court, expressed her concerns regarding the turning radius for the RVs causing changes to the site plan.

Ms. Dean summarized the process to make changes once the site plan is approved, per Appendix B, Chapter IX, Section 6(E) of City Code.

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

Discussion between Board members ensued regarding oak tree maintenance on Lansing Street, retention pond maintenance, and the lighting on the storage facility.

The Board by consensus reopened the Public Hearing to allow the applicant to speak. Andrew Evans, 1698 West Hibiscus Boulevard, Suite A, identified that he was made aware of the recent complaints regarding the lights coming from the mini-storage under construction. Mr. Evans stated that he had sent out a letter to all property owners within 500 feet of the development and provided his personal cell phone number so the neighbors may contact him directly for any unresolved issues. He stated that shields will be provided to the lighting, trees will be trimmed and there will be maintenance of the stormwater pond to address their concerns immediately. As for any issues with the RV turning radius, excess parking spaces within the site would be removed to create safe turning.

Discussion ensued regarding the methods available to shield the lights so they light downward and not outward and whether a timer could be used to dim lights at certain times.

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

Moved by **Adams/Shackelford** to recommend approval of item MAP2024-0013 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

Moved by **Zonka/Shackelford** to recommend approval of item MAP2024-0012 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

Moved by **Zonka/Shackelford** to recommend approval of item PLAN2024-0019 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

9. Conditional Use Request (CU2025-0007) Redtail Four Brewery:

Mr. Zonka and Mr. Adams stepped away from the dias at 7:46 p.m.

Mr. Zonka and Mr. Adams returned to the dias at 7:48 p.m.

Ms. Dean 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.

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.

Ms. Minus identified that already several bars located along the US1 corridor and a church located on Stone Street at WH Jackson, stating that US1 is turing into a little downtown.

Dr. Shackelford inquired about security being available from Thursday through Sunday.

Ms. Dean confirmed that the applicant will provide security.

The applicant and representative, Chelsea Woodard and TJ Fowler (Ms. Woodard's father) were available for any questions or concerns regarding the item. Ms. Woodard identified that the business is a pizzeria for families and would like the business to also be pet-friendly. The focus of the business is community and not the alcohol.

Dr. Shackelford asked how the applicant would be separating the children from the alcohol.

Ms. Woodard identified that she is proposing a restaurant-style concept, similar to Intracoastal Brewing Company.

The Chair opened the Public Hearing.

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

Moved by **Zonka/Adams** to recommend approval of item CU2025-0008 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

Dr. Shackelford requested a roll call.

Rollcall:

Yay: Adams, Zonka

Nay: Minus, Shackelford

Mr. Broome asked whether there was any basis for the nay votes.

Ms. Minus stated no and Dr. Shackelford said he echoed the Chair's comments.

The Planning and Zoning Board failed to achieve a majority vote for approval of the Conditional Use and no further motions were made by the board.

10. Conditional Use Request (CU2025-0008) The Office Cigar Lounge:

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

Discussion ensued regarding the need for a conditional use depending on the ratio of food and alcoholic beverages, as well as the hours of the proposed establishment.

The applicant and representative, Micah Rose, was available for any questions or concerns regarding the item.

Dr. Shackelford asked whether the applicant planned to keep children out of the business.

Mr. Rose identified that his business operations would mirror the Cocoa Beach location. As a smoking establishment, children are not permitted within the business.

The Chair opened the Public Hearing.

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

Moved by **Zonka/Adams** to recommend approval of item CU2025-0007 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

11. Conditional Use Request (CU2025-0009) The Collection:

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

Mr. Adams asked about the location of the unit as well as the parking.

Mr. Corwin identified that being within the Eau Gallie CRA exempts the applicant from additional parking requirements.

Discussion ensued regarding the location of handicapped accessible spaces.

The applicant and representative, Michael Hernandez, was available for any questions or concerns regarding the item and confirmed that handicapped parking spaces were located in the front and to the rear of the existing building.

Mr. Adams asked how long will it take to open.

Mr. Hernandez said less than a month.

Discussion ensued regarding the timeline of vacancy for the subject unit.

Dr. Shackelford asked if the city will be inspecting the unit before opening.

Mr. Corwin identified that Fire Safety will be inspecting the unit before opening.

The Chair opened the Public Hearing.

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

Moved by **Zonka/Shackelford** to recommend approval of item CU2025-0009 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

12. Finding Of Consistency (FOC2025-0004) and Land Development Regulations Text Amendment (TEXT2025-0011) Affordable Housing Updates:

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

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

The Chair opened the Public Hearing.

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

Moved by **Shackelford/Adams** to recommend approval of item FOC2025-0002 based upon the findings contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

Moved by **Zonka/Shackelford** to recommend approval of item TEXT2025-0011 based upon the findings contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

D. Future/Additional Business

Ms. Dean mentioned there are two advertised items for the November 20th meeting.

E. Additional Board Member Comments

F. Adjournment

The meeting was adjourned at 8:53 p.m.

Cheryl A. Dean, AICP

11/20/25
Approved by the Planning and Zoning Board