

City of Melbourne, Florida

Minutes - Historic and Architectural Review Board

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

January 21, 2026, 6:00 p.m.

A. Opening

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

Present: Matthew Thomas, Chairman
Elizabeth Huy, Vice-Chair
Krista Nakaishi, Member
Roderick Queen, Member
Delores Gore, Member
Shane Sullivan, Member
Kate Broderick, Alternate Member

Absent: Sarah Brangan (Excused)
Shane Sullivan

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

4. Declaration of Conflict

There were no conflicts of interest declared at the December 17, 2025 meeting.

5. Approval of Minutes – December 17, 2025 meeting.

Moved by Gore/Queen to approve the minutes from the December 17, 2025 meeting, as presented.

Motion carried unanimously.

B. New Architectural Review Business

6. **HARB2025-0035 Budzburn, 1682 N. Harbor City Blvd., Unit 101**
Signage
Eau Gallie CRA

This is an “after-the-fact” application. The applicant seeks approval to install gold vinyl window and door lettering and graphics. The window graphics and lettering are applied to

City of Melbourne, Florida
Minutes – Historic and Architectural Review Board
January 21, 2026

both the front-facing and side-facing windows, as shown. The door lettering will be applied to the center of the entrance door, as shown.

Ms. Ramseth said that the applicant had contacted her prior to the meeting to advise that he was unable to attend the meeting. She confirmed that she would present the item and answer any questions the Board had. She showed the Board images of the signage that had already been installed on the windows and explained that the color shown in the photographs was not a true color as she had to adjust the exposure in order to make the graphics more visible in the photographs. The signage does not require a border as it is vinyl lettering.

Mr. Thomas agreed that the color of the graphics made it difficult to read the lettering from the road.

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

Danny Priore, Kendal Signs, Rockledge, agreed with the Board's comments and said that ideally, the graphics should have been white as it was on a black window. In his opinion, the signage was a waste of money.

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

Moved Huy/Queen that the Board find that application HARB2025-0035 is consistent with the Eau Gallie District Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

7. HARB2025-0046 The Office – Cigar & Whiskey Lounge, 587 W. Eau Gallie Blvd., #103
Signage
Eau Gallie CRA

The applicant seeks approval to install an internally-illuminated, double-sided, cantilever wall sign. The 7-foot-high by 2.5-foot-wide sign is of aluminum construction, with a satin acrylic finish, and an ornamental scroll decoration at the base of the sign. All letters and logo are to be internally illuminated. The sign is in the colors black, white and gold, and will be mounted to the corner of the building, as shown.

Ms. Ramseth agreed to answer any questions that the Board had on this application as the applicant was not present.

Ms. Ramseth showed the Board photographs of the proposed sign, and the Board briefly discussed its design and content.

The Board asked what the "BB" logo on the sign stood for, and Ms. Ramseth replied that there was nothing in the application to explain the significance of this lettering.

City of Melbourne, Florida
Minutes – Historic and Architectural Review Board
January 21, 2026

She confirmed that a right-of-way permit would also be required as this sign hangs over a sidewalk.

There were no conflicts of interest on this item.

As there was no further discussion on this item, 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 Nakaishi/Gore that the Board find that application HARB2025-0046 is consistent with the Eau Gallie District Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

8. **HARB2026-0001 Moia Law, 400 E. Strawbridge Ave.**

Signage

Downtown CRA

The applicant seeks approval to install a double-sided pylon sign to replace the existing sign. The 12-foot-high by 8-foot-wide sign is of aluminum construction. The top portion will have acrylic faces for digitally printed vinyl graphics, and the lower portion will have tracking for 6-inch changeable letters. The sign is in the colors black, white and blue, as shown.

The applicant, Danny Priore from Kendal Signs, Rockledge, was available to answer questions from the Board.

Ms. Ramseth showed a photograph of the proposed sign and its location for the Board to discuss.

There were no conflicts of interest on this item.

Mr. Thomas asked the applicant if he had anything further to add following Ms. Ramseth's presentation, and Mr. Priore explained that the new sign will be installed in the same location. The existing pole is in good condition, so a decision was made to install the new sign over the existing pole.

There were no further comments or questions from the Board so 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/Nakaishi that the Board find that application HARB2026-0001 is consistent with the Downtown District Architectural Guidelines and that the Board approve the application, as presented.

City of Melbourne, Florida
Minutes – Historic and Architectural Review Board
January 21, 2026

Motion carried unanimously.

9. **HARB2026-0002 Stand Up Paddleboards, 1225 E. New Haven Ave.**

Signage

Downtown CRA

The applicant seeks approval to install perforated window cling on the north, front-facing, window depicting paddleboarders on the local waterways, with the name of the business “Stand Up Paddleboards” in 4-inch black letters on a 6-inch-wide whiteboard above the window. On the east side overhang, 3-inch black letters on a 4-inch-wide whiteboard of the business name will be added.

In addition, they would like to add a solar powered light over the window, and to the east side of the building for added light and security after hours. Finally, the applicant would like to display two paddleboards, one under the front window and one on the east side. Both would be brought out on a rolling rack during business hours.

The applicant, Jim Voeste, Melbourne, was available to answer questions from the Board.

Ms. Ramseth showed the Board a rendering of the proposed window graphics, solar powered lights, and the location of the rolling racks for the paddleboard stands.

There were no conflicts of interest on this item.

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

The Board briefly discussed the application and during this discussion, Mr. Voeste confirmed that the rolling racks will be located on their property, and not the right-of-way.

There were no further questions from the Board, so 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/Queen that the Board find that application HARB2026-0002 is consistent with the Downtown District Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

10. **HARB2026-0002 Trinity Towers West, 650 E. Strawbridge Ave.**

Awning

Downtown CRA

The applicant would like to install a white, rigid aluminum awning on the west side of the building over the existing patio to provide shade for the patio users. The 26-foot-wide by

City of Melbourne, Florida
Minutes – Historic and Architectural Review Board
January 21, 2026

19-foot-deep by 8.3-foot-high awning will be located at the southwest corner of the building, as shown.

The applicant the was not available to answer questions from the Board.

Ms. Ramseth showed where the awning will be installed on the property, along with a photograph of the style of awning to be installed.

There were no conflicts of interest on this item from the Board.

The Board briefly discussed the application and agreed that the new awning would be a nice feature for the residents of Trinity Towers to utilize.

As there was no further discussion on this item, Mr. Thomas opened the floor for public comment.

The only comment came from Mr. Voeste, who agreed that would be a good addition for the residents.

As this was the only public comment on this item, Mr. Thomas brought the item back to the Board for a motion.

Moved Queen/Nakaishi that the Board find that application HARB2026-0003 is consistent with the Downtown District Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

D. Future/Additional Business

11. Election of Chairman and Vice-Chairman

Ms. Ramseth said that the Board is always given the opportunity to discuss and vote for a new Chairman and Vice-Chairman every January.

A brief discussion ensued between Board members, and the consensus of the Board was that they were happy for Mr. Thomas to continue in the role of Chairman. As there were no other nominees, a motion was made to this effect.

Moved Queen/Nakaishi to nominate Mr. Thomas for the position of Chairman for a further year.

Motion carried unanimously.

The Board then moved on to discuss the position of Vice-Chairman. Ms. Huy confirmed that she would be happy to continue as Vice-Chairman if she was nominated. As there were no other nominees, a motion was made as follows.

Moved Queen/Nakaishi to nominate Ms. Huy for the position of Vice-Chairman for a further year.

City of Melbourne, Florida
Minutes – Historic and Architectural Review Board
January 21, 2026

Motion carried unanimously.

F. Adjournment

As the Board's business had been completed, Mr. Thomas adjourned the meeting at 6:24 p.m.



Samantha Buck
Recording Secretary

February 18, 2026

Approved by the
Historic & Architectural Review Board