



**City of Melbourne, Florida
Minutes — Planning and Zoning Board**

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

April 16, 2026, 6:30 p.m.

A. Opening

1. Pledge of Allegiance.
2. Roll Call.

Present:	Dr. Ray Shackelford	Acting Chair
	Carol Hudgens	Member
	Nancy Garmer	Member
	Stefan Hartmann	Member
	Shannon Bailey	Member
	Leigh Hinton	Alternate Member
	Daniel Liparini	Alternate Member
	Ethan Packey	School Board Representative
	Richard Broome	Deputy City Attorney
	Cheryl Dean	Planning Manager
	Todd Corwin	Planner
	Grace Ryland	Recording Secretary
Absent:	Chris Adams	Chair (Excused)
	George Lebovitz	Member (Excused)

3. Approval of Minutes – April 2nd 2026.

Moved **Hudgens/Garmer** to approve the minutes with *necessary* changes from April 2nd, 2026.

Motion carried unanimously.

4. Declaration of Conflict
None.

5. Disclosures

None.

6. Public Comment

None.

B. New Business

7. Conditional Use Request (CU2024-0009) with Site Plan Approval (PLAN2024-0016) Circle K:

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 to City Council for ordinance consideration.

Ms. Dean referenced the findings contained in the Planning and Zoning Board agenda memorandum. HeShe stated that based upon the findings, staff recommends approval.

The Chairman opened the Public Hearing and asked whether the applicant would like to speak.

Jarod Stubs P.E., Kimley-Horn and Associates, Inc., the representative for the item, was available to answer any questions or concerns regarding the requests.

Mr. Hartmann recommends denial the proposed project does not fit the previous CRA plan.

Ms. Garmer seconds denial and does not believe the proposed project fits the CRA vision and is not consistent with Policy 1.4.2, Policy 2.1.1, and Policy 2.2.4 of the General Commercial Corridor.

Mr. Liparini asked how to base the recommendation on items brought to the Board, future land use or zoning requirements.

Mr. Broome explains it should be based upon the findings. Staff provides detailed reports and based upon the consistency with code and the Comp Plan for the City then recommend approval or denial.

Mr. Hinton asked if this issue came up for the Wawa, being in the CRA as well.

Ms. Dean stated yes, however they complied the traffic conditions.

Ms. Hudgens replied she was on the board at the time and voted no based upon the traffic issues.

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Dr. Shackelford asked for clarification on how this project would move forward if approved or denied together or separate.

Ms. Dean clarified both applications for the item will move to Council for a vote with the Boards recommendations.

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

Moved by **Garmer/Hartmann** to recommend denial of item CU2026-0001 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

The roll call vote went as follows:

Aye: Garmer, Hartmann

Nay: Bailey, Hinton, Liparini, Shackelford, Hudgens

Motion carried 5-2.

Moved by **Hinton/Bailey** to recommend approval of item PLAN2024-0016 based upon the findings contained in the Planning and Zoning Board memorandum.

The roll call vote went as follows:

Aye: Bailey, Hinton, Liparini, Shackelford, Hudgens

Nay: Garmer, Hartmann

Motion carried 5-2.

8. Finding of Consistency (FOC2026-0003) Mayfair Community Development District Contraction:

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. He stated that based upon the findings, staff recommends approval.

Ms. Hudgens asks what will happen to the land.

Ms. Dean clarified the land will be vacant until developed.

Ms. Garmer asked if the taxing is implemented to the property owners.

Ms. Dean stated yes.

Ms. Hudgens asked how many homes will be built.

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Ms. Dean replied 500 plus homes and townhomes, but that the applicant is able to explain the full project better.

The Chairman opened the Public Hearing and asked whether the applicant would like to speak.

David Andrade, property owner, the representative for the item, was available to answer any questions or concerns regarding the requests.

Dr. Shackelford asked if this is affordable housing.

Ms. Dean replied it is not.

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

Moved by **Garmer/Bailey** to recommend approval of item FOC2026-0003 based upon the findings contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

9. Finding of Consistency (FOC2026-0004) And Zoning Text Amendment (TEXT2026-0004) Affordable Housing:

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. He stated that based upon the findings, staff recommends approval.

Ms. Garmer asked if developers have to state up front if they are affordable housing.

Ms. Dean stated yes because the requirements are different.

Ms. Garmer asked if the City is helping push the affordable housing.

Ms. Dean mentioned many of the incentives written in code that developers would receive to do an affordable housing development.

Mr. Packey asked if they develop the units in an affordable range to rent is there incentives set for that as well.

Ms. Dean clarified she would be happy to show the section in code that explains all of the affordable housing requirements in the City.

The Chairman opened the Public Hearing.

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

Moved by **Hartmann/Garmer** to recommend approval of item FOC2026-0004 based upon the findings contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

Moved by **Garmer/Hudgens** to recommend approval of item TEXT2026-0004 based upon the findings contained in the Planning and Zoning Board memorandum.

Motion carried unanimously.

C. Future/Additional Business (Staff)

Ms. Dean mentioned there is one item advertised for the May 7th, 2026 Planning and Zoning Board meeting.

Additional Board Member Comments

Mr. Hartmann stated he had feedback for staff regarding the upkeep of businesses downtown, and started a discussion about making accommodations to clean up Downtown Melbourne and Eau Gallie so the public would be more likely to run their businesses here.

Mr. Hinton stated he thinks that the responsibility is not the City but it is the landlords who are neglecting to care for the buildings or businesses.

Mr. Hartmann asked if Code Enforcement is able to be more involved to enforce business owners to fix the buildings.

Ms. Dean stated this enforcement is out of the City's purview and a complaint can not be filed this way.

Mr. Hartmann made a motion that the Planning and Zoning Board recommend to City Council that code enforcement be immediately empowered to begin levying daily fines on all derelict and vacant downtown buildings that violate city codes. Code enforcement should also inspect these properties to determine which ones are beyond repair and should be condemned and demolished. In addition, staff shall prepare a report within sixty days identifying the priority buildings, current and planned enforcement actions, potential fine amounts, and options for stronger vacant property registration and downtown CRA incentives to encourage leasing, sale, or redevelopment.

Mr. Broome states these recommendations may be voiced to the City Council at a City Council meeting. He also reiterated the duties of the Planning and Zoning Board Members.

F. Adjournment

The meeting was adjourned at 7:36 p.m.

Cheryl A. Dean, AICP

May 7, 2026
Approved by the Planning and Zoning Board