



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

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

**May 21, 2026, 6:30 p.m.**

### A. Opening

1. Pledge of Allegiance.
2. Roll Call.

|          |                     |                             |
|----------|---------------------|-----------------------------|
| Present: | Chris Adams         | Chair                       |
|          | Dr. Ray Shackelford | Vice-Chair                  |
|          | Nancy Garmer        | Member                      |
|          | Stefan Hartmann     | Member                      |
|          | Shannon Bailey      | Member                      |
|          | George Lebovitz     | Member                      |
|          | Carol Hudgens       | Member                      |
|          | Leigh Hinton        | Alternate Member            |
|          | Ethan Packey        | School Board Representative |
|          | Richard Broome      | Deputy City Attorney        |
|          | Cheryl Dean         | Planning Manager            |
|          | Samantha Buck       | Recording Secretary         |
| Absent:  | Dan Liparini        | Alternate Member            |

3. Approval of Minutes – May 7 2026.

Ms. Dean identified that the minutes for May 7<sup>th</sup> incorrectly referred to Mr. Packey voting on the item. Since Mr. Packey is a non-voting member of the Board, she asked that this be corrected in the final minutes.

Moved **Shackelford / Bailey** to approve the minutes from May 7, 2026, with the noted corrections.

Motion carried unanimously.

4. Declaration of Conflict  
None.

5. Disclosures

None.

6. Public Comment

There was no public comment.

**B. New Business**

**7. Finding of Consistency (FOC2026-0006) and Zoning Text Amendment (TEXT2026-0003), CB-OZ Extension Request:**

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.

An outside applicant has requested a text amendment to the Zoning Code (Appendix B, Article V, Section (3)(B)), to extend the CB-OZ boundary to include 11 parcels totaling 4.25± acres. This extension would allow the properties to utilize the provisions and special allowances within the CB-OZ, such as a reduction in building setbacks, elimination of additional parking for a change of use, allowing an extra floor of height for the development of a true mixed-use project without a conditional use requirement, and allowing multi-family residential dwellings in C-2 zoning as part of a mixed use development.

Ms. Dean referenced the findings contained in the Planning and Zoning Board agenda memorandum. Based upon the findings, staff recommends approval of the Finding of Consistency and Zoning Text Amendment.

Ms. Hudgens asked Ms. Dean for clarification on the motivation behind the application for the proposed zoning code text amendment.

Ms. Dean explained that these 11 properties are currently restricted differently than neighboring properties to the south that are located within the CB-OZ. The requested text amendment is a way to reduce re-development barriers such as parking, setbacks, height, accessory residential and outdoor seating in C-1 and C-2 zoning, which are enjoyed by nearby properties located in the adjacent CB-OZ.

Dr. Shackelford asked Ms. Dean why it was not possible to extend the Downtown CRA to include these properties, and Ms. Dean replied that amending the CRA would be a lengthy process involving multiple steps, studies and additional ordinances and would also require extension of the CB-OZ.

Ms. Garmer asked if it was normal for an applicant to request a change to City Code.

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Ms. Dean identified that an applicant may apply for a text amendment request; however, such requests are not a regular occurrence. Typically, staff will receive direction from City Council to prepare text amendments to city regulations.

Ms. Dean also pointed out that there are more parcels than property owners (who may own multiple properties).

On-street parking and restrictions to parking in the area was discussed.

Mr. Hinton asked if this expansion would loosen up any restrictions in the area. Ms. Dean stated, as an example, within the CB-OZ, a true mixed-use development zoned C-1 or C-2 would be allowed an additional floor height (60 feet tall), without a conditional use to exceed the maximum permitted 48 feet of height.

As there were no further questions for Ms. Dean, the applicant, Kelly Delmonico, Land Development Strategies, was sworn in by Deputy City Attorney Broome.

Ms. Delmonico provided the Board with a copy of a letter sent to all of the eight property owners (11 properties) within the proposed expansion area and identified that she had personally gone door-to-door to discuss the request. Ms. Delmonico identified that her clients, recently purchased the old Flamingo Printers building where they currently operate a mobile healthcare company. Their staff work out in the field with clients, which results in a third of their property sitting vacant. There are ample parking spaces available, however they are unable to obtain a Business Tax Receipt for a second business in their vacant office space. Properties located across the street (within the CB-OZ) do not have the same restrictions. The special allowances granted to properties within the CB-OZ would allow the owners to use their properties the same as every other property to the south.

Chairman Adams asked if there had been discussion with all of the eight property owners, and Ms. Delmonico re-iterated that she had hand-delivered letters to all property owners located in the proposed expansion zone that she could access, and personally discussed the proposed changes with several of the property owners at that time. In addition, she also works as a consultant for The Daily Bread, so she is aware of their views on the proposed expansion.

As there were no further comments for the applicant, Chairman Adams opened the floor for public comment.

Mr. Heath Linkogle, identified that he owns property at 812 East Lincoln Avenue Melbourne, He said his main concern was that the expansion of the CB-OZ may result in an influx of parking in nearby streets, especially as there is no marked parking. He hoped that this, along with existing stormwater issues, would be addressed by the City. Apart from that, he welcomed the ability to have an accessory dwelling unit on his property, and was in support of the extension.

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Chairman Adams gave Ms. Delmonico the opportunity to address Mr. Linkogle's comments, and she replied that she would be happy to speak to him following the meeting.

A brief discussion ensued on the parking and stormwater issues in the area. Ms. Dean explained that older lots inherently may have more stormwater issues as older subdivisions did not have stormwater requirements. Ms. Dean was unaware whether Lincoln Avenue has marked on-street parking.

As there was no further public comment, Chairman Adams closed the public hearing and brought the item back to the Board for final discussion and a motion.

Moved by **Garmer / Hartmann** to recommend approval of FOC2026-0006 based upon the findings and conditions contained in the Planning and Zoning Board memorandum.

**The roll call vote went as follows:**

**Aye:** Shackelford, Garmer, Hartmann, Bailey, Lebovitz, Hudgens, Hinton and Adams.

**Nay:** None

Motion carried unanimously.

Moved by **Hartmann / Garmer** to recommend approval of item TEXT2026-0003 based upon the findings contained in the Planning and Zoning Board memorandum.

**The roll call vote went as follows:**

**Aye:** Shackelford, Garmer, Hartmann, Bailey, Lebovitz, Hudgens, Hinton and Adams.

**Nay:** None

Motion carried unanimously.

**C. Future/Additional Business (Staff)**

No items have been advertised for the June 4, 2026 meeting.

Mr. Hartmann stated that the expansion of the CB-OZ is a great thing that will help businesses in the area. He felt that there are other areas that could also benefit from this.

Mr. Packey asked for the location of the Midtown Activity Center and Ms. Dean said that she can provide the Board with a map of its boundary.

Chairman Adams thanked Dr. Shackelford for his support as Acting Chair over the last few meetings in his absence.

**Additional Board Member Comments**

There was no additional business or Board member comments.

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**F. Adjournment**

The meeting was adjourned at 7:16 p.m.

*Cheryl A. Dean, AICP*  
Planning Manager

July 2, 2026  
Approved by the Planning and Zoning Board