

# Town of Melbourne Beach

## MINUTES

### PLANNING & ZONING BOARD MEETING

TUESDAY, MAY 7, 2024 @ 6:30 PM

COMMUNITY CENTER – 509 OCEAN AVENUE

**Board Members:**

Chairman David Campbell  
Vice-Chairman Kurt Belsten  
Member April Evans  
Member Dan Harper  
Member Gabor Kishegyi

**Alternate Board Members**

Alternate Todd Albert  
Alternate Jason Judge

**Staff Members:**

Town Manager Elizabeth Mascaro  
Town Clerk Amber Brown  
Building Official Robert Bitgood

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, THE TOWN HEREBY ADVISES THE PUBLIC THAT: In order to appeal any decision made at this meeting, you will need a verbatim transcript of the proceedings. It will be your responsibility to ensure such a record is made. Such person must provide a method for recording the proceedings verbatim as the Town does not do so.

In accordance with the Americans with Disability Act and Section 286.26, Florida Statutes, persons needing special accommodations for this meeting shall, at least 5 days prior to the meeting, contact the Office of the Town Clerk at (321) 724-5860 or Florida Relay System at 711.

**1. CALL TO ORDER**

Chairman David Campbell called the meeting to order at 6:40 p.m.

**2. ROLL CALL**

Town Clerk Amber Brown conducted the roll call

**Present:**

Chairman David Campbell  
Vice-Chairman Kurt Belsten  
Member April Evans  
Alternate Todd Albert

**Staff Present:**

Town Manager Elizabeth Mascaro  
Building Official Robert Bitgood  
Town Clerk Amber Brown

**Absent:**

Member Dan Harper  
Member Gabor Kishegyi  
Alternate Jason Judge

**3. APPROVAL OF MINUTES**

A. April 2, 2024 minutes

**Member April Evans made a motion to approve; Vice Chairman Kurt Belsten seconded; Motion carried 4-0.**

**4. NEW BUSINESS**

A. Discussion on changes to 7A-50 Off-Street Parking

Town Manager Elizabeth Mascaro spoke about there being limited parking in the business district and the Town cannot add more. She spoke about the changes include: minimum required parking spaces per business being five with up to two spaces for golf carts, add bike racks, reduce the minimum dimension for parking spaces from 10 feet to 9.5 feet, golf cart parking spaces shall be 6 feet by 11 feet. Residential units would be: 1 bedroom unit requires 1 space, 2 bedroom units requires 1.5 spaces, and 3 bedroom units requires 2 space.

Chairman David Campbell spoke about not severing the parking requirements because a restaurant needs more parking than a drug store, there are a lot of big vehicles around here now so the size should not be reduced, and he is opposed to making any changes to the residential areas. He thinks that parking requirements should be tied to the square footage and the usage.

Member April Evans spoke about years ago the parking requirements and restrictions were driven by the fire marshal. Is that not the case anymore? She spoke about

agreeing with what Chairman David Campbell said. She spoke about not making blanket changes that impact the entire Town to accommodate one or two properties. Instead, have those properties go to the Board of Adjustments.

Building Official Robert Bitgood and Town Manager Elizabeth Mascaro spoke about that not being the case anymore.

***Tim Reed – 302 Fourth***

*Tim Reed spoke about not understanding what is driving the need to change it.*

Building Official Robert Bitgood spoke about part of what is driving this is how much parking food establishments are required to have.

Town Manager Elizabeth Mascaro spoke about there being several people interested in the old green building, but not after hearing the parking requirements.

**Member April Evans made a motion to not address any changes in parking at this point; Vice Chairman Kurt Belsten seconded; Motion carried 3-1 with Alternate Todd Albert dissenting.**

Todd Albert spoke about voting against it because it is worth seeing if there is a different way to look at it.

**5. PUBLIC HEARINGS**

- A. Ordinance 2024-02 Repealing Ordinance 2023-02 Second Kitchens  
**AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH,  
BREVARD COUNTY, FLORIDA, REPEALING ORDINANCE 2023-  
02 IN ITS ENTIRETY; PROVIDING FOR SEVERABILITY; AND  
PROVIDING FOR AN EFFECTIVE DATE.**

Member April Evans spoke about wanting to keep the definition of kitchen.

Chairman David Campbell spoke about this ordinance says it is repealing the ordinance in its entirety, so it should be left as it is.

Member April Evans spoke about adding the definition in the future.

Chairman David Campbell agreed.

**Member April Evans made a motion to approve; Alternate Todd Albert seconded; Motion carried 4-0.**

**6. OLD BUSINESS**

**7. PUBLIC COMMENT**

**8. REPORTS: TOWN MANAGER AND TOWN ATTORNEY**

Building Official Robert Bitgood spoke about the Town Commission approved the Planning and Zoning Board looking into accessory structures.

Member April Evans spoke about having a maximum percentage of the primary structure, but also an overall maximum square footage as well.

**9. ITEMS TO BE ADDED TO THE AGENDA FOR FUTURE MEETINGS**

**10. ADJOURNMENT**

**Alternate Todd Albert motioned to adjourn; Member April Evans seconded; Motion carried 4-0.**

The meeting adjourned at 7:06 p.m.

**ATTEST:**

  
David Campbell, Chairman

  
Amber Brown, Town Clerk

