**Town of Melbourne Beach**

**MINUTES**

**PLANNING & ZONING BOARD MEETING**

**TUESDAY FEBRUARY 1, 2022 @ 6:30pm**

**COMMUNITY CENTER – 509 OCEAN AVENUE**

**Board Members:**

Chair David Campbell

Member Kurt Belsten

Member April Evans

Member Douglas Hilmes

Member Daniel Gonzalez

**Staff Members:**

Town Manager Elizabeth Mascaro

Town Clerk Jennifer Torres

Town Attorney Clifford Repperger

Town Planner Corey O’Gorman

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 Campbell called the meeting to order at 6:30 p.m.

1. **ROLL CALL**

Town Clerk Torres conducted the roll call

Present: Absent

Chairman Campbell Member Evans

Vice-Chairman Belsten

Member Hilmes

Member Gonzalez

Staff Present:

Town Manager Mascaro

Town Clerk Jennifer Torres

Building Official Robert Bitgood

1. **APPROVAL OF MINUTES**

* January 11, 2021 Draft Minutes

**Vice-Chairman Belsten moved to approve the draft minutes for January 11, 2022; Member Hilmes seconded; Motion carried 4-0.**

1. **NEW BUSINESS**
   1. Site Plan Approval for 406 1st Avenue

**Vice-Chairman Belsten moved to approve the Site Plan for 406 1st Avenue; Member Hilmes seconded; Motion carried 4-0.**

* 1. Site Plan Approval for 208 2nd Avenue

**Vice-Chairman Belsten moved to approve the Site Plan for 208 2nd Avenue; Member Hilmes seconded; Motion carried 4-0.**

1. **PUBLIC HEARINGS**
2. **OLD BUSINESS**

1. **PUBLIC COMMENT**

*Dan Harper*

*418 Avenue B*

Mr. Harper stated that at the last meeting there was an incorrect definition given. He said the Code requires that the site plan retain the “true tree” density. He felt that the Commission did not interpret this correctly and in effect, the consequence of that would result in a doubled density. He recommends the Board study this issue and confer with the Town Commission to arrive at the proper definition of tree density. He went on to say that “no-net loss” is not a term that should be used – it should be “true-tree density.”

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

Town Manager Mascaro explained a new process that would provide a tree plan for each site plan going forward and advised the Board to familiarize itself with the related Town Code.

Some discussion took place related to the goal of net-zero. Chairman Campbell read from Chapter 9 of the Town Code referencing trees and landscaping.

Member Hilmes asked the Building Inspector about a fence inspection he conducted at his neighbor’s property. Inspector Bitgood explained the process and said there was no reason not to issue the permit.

Member Hilmes stated that he feels the location of the hot tub is not appropriate.

Town Manager Mascaro said personal feelings do not change the code – the code must be officially changed to reflect the changes they would like to see made.

Member Hilmes suggested adding directions for trimming palms to the Town’s social media sites.

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

Town Manager will ask for an opinion from the Town Attorney on setbacks.

1. **ADJOURNMENT**

**Vice-Chairman Belsten moved to adjourn; seconded; Member Gonzalez seconded; Motion carried 4-0.**

Meeting adjourned at 7:03 p.m.