

Town of Melbourne Beach

MINUTES

PLANNING & ZONING BOARD MEETING MONDAY, NOVEMBER 3, 2025 @ 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:

Interim Town Manager Lisa Frazier
Town Clerk Amber Brown

1. CALL TO ORDER

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

2. ROLL CALL

Town Clerk Amber Brown conducted the roll call.

Present:

Chairman David Campbell
Vice Chairman Kurt Belsten
Member April Evans
Member Dan Harper
Member Gabor Kishegyi
Alternate Todd Albert
Alternate Jason Judge

Staff Present:

Interim Town Manager Lisa Frazier
Town Clerk Amber Brown

3. APPROVAL OF MINUTES

A. October 7, 2025 minutes

Vice Chairman Kurt Belsten made a motion to approve; Member Gabor Kishegyi seconded; Motion carried 5-0.

4. NEW BUSINESS

Town Clerk Amber Brown spoke about a question from a board member about the current landscaping and trees to be removed. This information has been requested from the

contractors but not received yet. She spoke about the process for both site plans being different than usual due to turnover in the Building Department and the staff trying to avoid further delays.

Chairman David Campbell proposed tabling the 206 Riverside Dr. review due to a lack of site plans.

Vice Chairman Kurt Belsten made a motion to table the 206 Riverside Dr. site plan; Member April Evans seconded; Motion carried 5-0.

Interim Town Manager Lisa Frazier spoke about the permit tech and building official provided to us by the contracting firm CAP; also spoke about the permanent permit tech the Town has made a job offer to.

The Board discussed pushing 206 Riverside Dr. back to the Building Department to get missing documents.

Interim Town Manager Lisa Frazier pointed out that the site plans were part of the packet provided to the board.

Town Clerk Amber Brown advised the board to review the packet starting at page 96.

Member April Evans suggested that the board undo the motion to table the site plan.

Town Clerk Amber Brown spoke about reviewing pages 86 through 96.

Member April Evans spoke about concerns with the Town Planner's documents. She also brought up skipping over the first new business item, 305 Oak St.

A. Site plan approval for 305 Oak St. – new home

Town Clerk Amber Brown spoke about this one also going to Board of Adjustment on November 20th for a coastal construction variance.

Member April Evans spoke about the Town Planner's report having the wrong building height, 22 feet instead of 26.5 feet as shown on the plans. She also asked about the finished floor elevation being listed as 18 feet.

Member Dan Harper spoke about the road crown height is 14.5 feet, then 18 inches.

Member April Evans asked if the builder was at the meeting and asked for his clarification.

Builder Scott Buescher confirmed Member Dan Harper's explanation of the finished floor elevation.

A discussion ensued between the builder and board members about the vegetation shown on the plans.

Vice Chairman Kurt Belsten asked how the dune area is included in the pervious/impervious calculation since that area can't be built on.

Member April Evans made a motion to table this to come back with a landscape plan, and updated site plan review; Vice Chairman Kurt Belsten seconded; Motion carried 5-0.

B. Site plan approval for 206 Riverside Dr. – new home

Member Dan Harper went over the building height, footprint, pervious/impervious percentage, and setbacks.

Member April Evans spoke about the setbacks in relation to the screened-in pool enclosure.

A discussion ensued about whether the pool enclosure setbacks shown on the site plans are conforming.

Member Dan Harper spoke about the landscape plan and approving the site plan contingent on learning more about what trees will be removed.

Member April Evans made a motion to table the 206 Riverside Dr. site plan; Vice Chairman Kurt Belsten seconded; Motion carried 5-0.

5. PUBLIC HEARINGS

6. OLD BUSINESS

A. Discussion on the report from Member Dan Harper regarding the landscape proposal

Member Dan Harper spoke about the proposed changes having 3 major conflicts with the Comprehensive Plan. The first one is requiring native vegetation. The Comp Plan says encourage, not require. The second issue is the Comp Plan says ordinances must be easily enforceable. The last inconsistency is the desires of the community. Looked at the past 20 plans and only 1 had majority native planting. Did a survey of 216 homes in Town and the majority do not have native. According to the Town Attorney, if any ordinance conflicts with the Comp Plan is it invalid.

Chairman David Campbell spoke about changing the word require to encourage.

Member Dan Harper spoke about other legal implications such as the penalty being outside Florida statute and addressing planting underneath power lines.

Member Gabor Kishegyi spoke about his concerns with having a landscape officer, certified arborist, and the number of required trees and shrubs is too much.

Member Dan Harper made a motion to reject the EAB’s rewrite of Chapter 9A of the landscaping and tree ordinance based on the reports of Member Dan Harper and ISA Certified Arborist Jeffery Washeck and also due to the inconsistency with the Town’s Comprehensive Plan, Chapter 2, Policy 14.1 and Objective 14.0;

Karen Fenaughty – 323 Third Ave – Spoke about the EAB is not opposed to amending this. Thought the two Boards would work together on it. Believes the proposed changes are in line with the Comprehensive Plan. It is possible to cluster trees together.

Member Dan Harper spoke about being willing to work together, but the requirement portion of the proposal is the biggest hurdle.

Curtis Byrd – 306 Surf Rd – Spoke about being the Chairman of the EAB and wanting to work with the PNZ Board on this. Residents came to them about properties being clear-cut. They do not want to lose the character of Melbourne Beach.

Leslie Maloney – EAB Member – The landscape officer would not be an employee of the Town. The homeowner would have to retain the landscape officer at their expense. Got the landscape officer idea from Melbourne Village. It would cost around \$1,000 to the homeowner.

Town Manager Lisa Frazier spoke about this plan was sent to the Town Planner for their take on the proposal.

Member April Evans spoke about the proposal being too much.

Member April Evans seconded; Motion carried 5-0.

The Board discussed scheduling a joint workshop between EAB and PNZ after receiving a response from the Town Planner.

- B. Discussion on the Environmental Advisory Board’s proposed changes to the tree ordinance
- C. Update on the sign ordinance

Chairman David Campbell spoke about the Commission’s disapproval of the sign ordinance and their upcoming Commission workshop.

Town Clerk Amber Brown spoke about when another proposal is created it will come back to PNZ for another vote.

7. PUBLIC COMMENT


8. REPORTS: TOWN MANAGER AND TOWN ATTORNEY

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

10. ADJOURNMENT


Member April Evans motioned to adjourn; Vice Chairman Kurt Belsten seconded; Motion carried 5-0.

The meeting adjourned at 7:41 p.m.



David Campbell
Chairman

ATTEST:



Amber Brown
Town Clerk

