

Town of Melbourne Beach

MINUTES

PLANNING & ZONING BOARD MEETING MONDAY, DECEMBER 2, 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 Planner Corey O’Gorman
Building Admin Steve Freeman
Town Clerk Amber Brown

3. APPROVAL OF MINUTES

A. November 3, 2025 minutes

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

4. NEW BUSINESS

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

Member Dan Harper spoke about asking for the landscaping plan which was provided.

Member Dan Harper made a motion to approve;

Member April Evans asked about clarification from Corey O’Gorman regarding finished floor elevation and total elevation.

Town Planner Corey O’Gorman confirmed that yes, the elevations were reviewed pursuant to the amended ordinance and are conforming.

Member Gabor Kishegyi seconded; Motion carried 5-0.

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

Member Dan Harper spoke about his confirmation of everything being in compliance for this residence.

Member April Evans asked if approval contingent on approval from the Town Engineer is still a valid recommendation.

Interim Town Manager Lisa Frazier confirmed that the Town Engineer only approves drainage calculations.

Member April Evans made a motion to approve contingent on approval from the Town Engineer; Vice Chairman Kurt Belsten seconded; Motion carried 5-0.

5. PUBLIC HEARINGS

6. OLD BUSINESS

7. PUBLIC COMMENT

8. REPORTS: TOWN MANAGER AND TOWN ATTORNEY

Interim Town Manager Lisa Frazier introduced Steve Freeman as the Town’s new Building Admin.

Building Admin Steve Freeman spoke about his professional background.

Interim Town Manager Lisa Frazier spoke about our Building Official and Inspector still being outsourced from CAP.

Interim Town Manager Lisa Frazier spoke about the responsibilities of each party involved in the site plan review process and a discussion ensued.

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 6:54 p.m.

ATTEST:



David Campbell
Chairman



Amber Brown
Town Clerk

