**Town of Melbourne Beach**

**MINUTES**

**PLANNING & ZONING BOARD MEETING**

**TUESDAY APRIL 6, 2021 @ 6:30 pm**

**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 Attorney Cliff Repperger

Town Clerk Jennifer Torres

Town Planner Corey O’Gorman

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 David Campbell Member April Evans

Vice Chairman Kurt Belsten

Member Douglas Hilmes

Member Daniel Gonzalez

Staff Present:

Town Manager Elizabeth Mascaro

Town Clerk Jennifer Torres

Building Official John Stone

1. **APPROVAL OF MINUTES –** March 2, 2021

**Vice Chairman Belsten moved to approve the March 2, 2021 Draft Minutes; Member Gonzalez seconded; Motion carried 4-0.**

1. **PRESENTATIONS**
2. **PUBLIC HEARINGS**
3. **NEW BUSINESS**
4. Site Plan Review for 204 Dogwood Avenue, Melbourne Beach

**Vice Chairman Belsten moved to approve the site plan for 204 Dogwood Avenue; Member Hilmes seconded; Motion carried 4-0.**

1. Site Plan Review for 405 Riverside Drive, Melbourne Beach

**Vice Chairman Belsten moved to approve 405 Riverside Drive; Member Gonzalez seconded; Motion carried 4-0.**

1. Site Plan Approval for 203 Riverside Drive, Melbourne Beach

**Member Gonzalez moved to approve 203 Riverside Drive; Member Hilmes seconded; Motion carried 4-0.**

1. Town Commission request for parking ordinance/code review

Town Manager Mascaro explained that the Town Commission, in an effort to allow store owners to have more available parking – or a less strict parking environment, have asked the Planning & Zoning Board to look at the code and see if any adjustments are possible. They would like to know if square footage can be reduced any further, reducing the size of the parking spaces, so establishments can have more parking or the ability to have outdoor seating as a temporary use due to COVID-19. The temporary use has not been agreed upon by shop owners, so at this time, that is not moving ahead.

Member Hilmes asked if a shop owner requested this or if it was coming straight from the Commission. Town Manager Mascaro said the Town approached the businesses.

She added that the Commission is now looking for a permanent solution to reduce square footage requirements and size of parking spaces.

Member Hilmes asked if the area applies to Ocean Avenue.

Town Manager Mascaro said it applies to the whole Town.

Member Hilmes asked how many extra spaces would be created if the square footage was reduced.

Town Manager Mascaro said that is what they want the Planning & Zoning Board to figure out.

Vice Chairman Belsten said re-striping the parking lot would be very expensive and he’s not in favor of making the spaces smaller.

Further discussion related to the issue ensued.

The Town Manager said the Commission is trying to figure out a way to help new businesses come in and purchase property and not feel deflated by current parking requirements.

Member Hilmes said we have beach parking that we use as overflow for businesses.

Town Manager Mascaro said Ocean Park doesn’t currently count toward parking but it has been discussed to use those spaces toward the overall count.

Member Hilmes said he would be in favor of lowering the density required from businesses but not the size of parking spaces.

Member Belsten he feels it is a solution in search of a problem. He feels the Board consensus is that they don’t want to make parking spots smaller but they are open to reduced density and in favor of including beach parking in the overall count.

**Member Hilmes moved to recommend the Town leave the parking space dimensions the same and if the Town has a need to reduce density to suggest to business owners that their customers park in the paid parking area, if it’s an issue that constricts the size of deck then they would consider reducing the number of spaces per square foot; Member Gonzalez seconded; Motion carried 4-0.**

**Vice Chairman Belsten moved to recommend adding the parking lot count from Ocean Park into the lot count for the Ocean Avenue shopping center; Member Hilmes seconded; Motion carried 4-0.**

Chairman Campbell noted that if the Commission wants to increase or decrease the parking space size then the Board will need Town Planner input.

1. **OLD BUSINESS**

1. **PUBLIC COMMENT**
2. **REPORTS: TOWN MANAGER AND TOWN ATTORNEY**
3. **ITEMS TO BE ADDED TO THE AGENDA FOR FUTURE MEETINGS**
4. **ADJOURNMENT**

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

Meeting adjourned at 6:38 p.m.