



Planning and Zoning Board Meeting

Wednesday, July 26, 2023 at 6:00 pm

1. CALL TO ORDER, PRAYER AND PLEDGE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. CONSENT AGENDA

APPROVAL OF MINUTES

a. Approval of Minutes of 05/10/2023

Exhibit: Agenda Report Number 4a

Attachments:

- **Agenda Report Number 4a** (Agenda_Report_Number_4a.pdf)

5. PUBLIC COMMENTS
6. ACTION ITEMS
7. PUBLIC HEARING
8. DISCUSSION/POSSIBLE ACTION ITEMS
9. ADDITIONAL ITEMS FOR FUTURE MEETING
10. PUBLIC COMMENTS
11. OLD BUSINESS/NEW BUSINESS
 - a. **Old Business - Gave Board Members the permits requested in the past three (3) months.**
Handed Out at Meeting
 - b. **New Business**
Board Member Comments

Next regular Meeting - August 9th, 2023

12. ADJOURNMENT

TOWN OF MALABAR
PLANNING AND ZONING

AGENDA ITEM REPORT

AGENDA ITEM NO: 4.a.

Meeting Date July 26, 2023

Prepared By: Denine M. Sherear, Planning and Zoning Board Secretary

SUBJECT: Approval of Minutes

BACKGROUND/HISTORY:

The minutes must reflect the actions taken by the Board:

- Who made the motion
- What is the motion
- Who seconded the motion
- What was the vote

Malabar has historically included discussion to provide the reader with the understanding of how the Board came to their vote. These minutes are not verbatim, and some editing is done to convey the thought. People do not speak the way they write.

ATTACHMENTS:

Draft minutes of P&Z Board Meeting of 05/10/2023

ACTION OPTIONS:

The secretary requests approval of the minutes.

“The following draft minutes are subject to changes and/or revisions by the Planning and Zoning Board and shall not be considered the official minutes until approved by the P&Z Board.”

**MALABAR PLANNING AND ZONING BOARD REGULAR MEETING
MAY 10, 2023, 6:00 PM**

This meeting of the Malabar Planning and Zoning was held at Town Hall at 2725 Malabar Road.

1. CALL TO ORDER, PRAYER, AND PLEDGE:

Meeting called to order at 6:00 P.M. Prayer and Pledge led by Chair Wayne Abare.

2. ROLL CALL:

CHAIR:	WAYNE ABARE
VICE-CHAIR:	DOUG DIAL
BOARD MEMBERS:	LIZ RITTER
	DAVE TAYLOR
	SUSAN SHORTMAN, EXCUSED
ALTERNATE:	MEGHAN WOLFGRAM (late 6:22PM)
ALTERNATE:	VACANT
BOARD SECRETARY:	DENINE SHEREAR

ADDITIONAL ATTENDEES: PATRICK T. RIELLY, MAYOR

4. CONSENT AGENDA:1

4.a. Approval of Minutes Planning and Zoning Meeting – 03/22/2023

Exhibit: Agenda Report No. 6.a
Recommendation: Request Approval

The board discussed and corrected minutes, the minutes were revised. Amended, and approved.

Motion: Dial/Ritter to Approve Minutes of 3/22/2023 as amended,

Voted: All Ayes 4:0

5. PUBLIC COMMENTS

6. PUBLIC HEARING:0

7. DISCUSSION ITEMS:1

7.a. Review additions/changes to Amend the Land Development Code Article VI “Conditional Use and Special Exception Use Criteria” to define and suggest clarification on Conditional Use and Land Development.

Presented by: Mayor Patrick T. Reilly (Originally presented on 3/22/2023)

Exhibit: Agenda Report No. 7.a.
Recommendation Discussion/Action to Council

Abare explained to the Board this is the final edit before going to staff & Council to the additions and changes process of this Article VI “Conditional Use and Special Exception Use Criteria Land Use Amendment. The mayor has been cleaning up a lot of the Towns Ordinances.

Mayor Patrick Reilly 1985 Howell Lane, Malabar FL 32950 reviewed suggestions & explained to the Board the changes recommended:

- Section 1-6.1. B adding a sentence to the end of paragraph “The Burdon of proof lies with the applicant to show compliance to the specified criteria”.
- Mayor also said he looked at Table 1-6.1(B)

The Board agreed with these suggestions brought forward.

Mayor Reilly made the following suggestions for Table 1-6.1 B; the sections were left blank. The Mayor suggested to allow possibly Lisa Morrell, Special Projects Manager to look at these and see what the requirements would be for each column, it is up to PZ Board.

Mayor Reilly compared two (2) tables 1.6.1(B) & Table1-3.2 Conditional Use

Add:

- “Funeral Homes “was added and left sections blank for Lisa Morrell to fill in the blanks in the (6:55 minutes) Table and delete “Trades.”
- “Mini Warehouses/Storage”
- Leave the blanks up to Lisa to see what the code & Added “Limited Manufacturing.”

Ritter discussed the Tables and to put heading on each page.

Abare proceeded around to each Board Member for comments:

- Taylor comments looks good agrees.
- Dial absolutely makes sense.
- Ritter wants headings on each table page agrees.
- Abare agrees.

Motion: Dial/Ritter to Recommend Council review additions/changes to allow Amending the Land Development Code Article VI “Conditional Use and Special Exception Use Criteria” to define and suggest clarification on Conditional Use and Land Development as noted.

All Vote: roll Call Vote Taylor: Aye; Dial: Aye; Abare: Aye; Ritter: Aye

Motion passed 4 to 0.

Ritter asked for copy of final document.

8. ACTION ITEMS:0
9. ADDITIONAL ITEMS FOR FUTURE MEETING
10. PUBLIC COMMENTS

Abare asked if anyone has public comments. (none)

11. OLD BUSINESS/NEW BUSINESS:

Old Business:

Abare/Ritter asked if there could be a future map and present map on the walls.

Taylor has offered to get map printed for the future map.

Mayor/Dial discussed Rocky Road repair.

New Business:

Mayor said that the gates are presently opened for the EELs, trails.

The Board discussed future meetings and things to promote on the Board.

- **Reminder:** Next Meeting – May 24, 2023
Board would like a permit list for next meeting.

12. ADJOURN

There being no further business to discuss, MOTION: Dial / Ritter to adjourn this meeting. Vote: All Ayes. The meeting adjourned 6:58 P.M.

BY:

Wayne Abare Chair

Denine Sherear, Board Secretary

Date Approved: as presented.

