Meeting Agenda
Monday, March 3, 2025

5:30 PM

REGULAR

Cocoa Beach Country Club - 5000 Tom Warriner Boulevard, Cocoa Beach

WELCOME

A. Call to Order

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
5. Disclosure of Conflict

B. Unfinished Business

C. New Business
Change to Land Code Section 2-62. Self-storage facility

1. Election of Members
2. Revision to Section 2-62. Self-storage facility

D. Staff Reports and Announcements

1. Report from Staff Representative

E. Public Comment

F. Board Members Reports and Announcements

1. Report from Board/Committee Member

G. Adjournment

1. Next Meeting Date

Note: more than one member of the City Council may be in attendance at the meeting and may participate in discussions.

Pursuant to 286.0105, Florida Statutes, the City hereby advises the public that if a person decides to appeal any decision made by this Board, agency or meeting or hearing, he will need a record of the proceedings, and that for such purpose, affected persons may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Financial Services Department at (321/608-7010), no later than 5:00 p.m., at least 48 hours prior to the meeting.

CITY OF COCOA BEACH – PLANNING BOARD
MEETING MINUTES
Monday, April 1, 2024 @ 5:30 P.M.

A. CALL TO ORDER AND ROLL CALL: Chari Called the Meeting to Order at 5:33 P.M.
Pledge of Allegiance:
Members Present: Lennie Arnold, Chair; Lisa Colloredo, Vice-Chair; Margaret Schneider; Charles Mason; Alexandra Bobo
Alternate Members: Alt 1: TBD; Alt 2: Matt Tschaar
School District Board Representative Alternate Present: *Loi Mckiney*
Members Absent: Alt. Matt Tschaar, attended the meeting at approximately 6:00 P.M.
Staff Present: Cory Hall, Loren Wiltse, Randy Stevenson
Visitors Present: 3
Approval of Agenda: Chair call for approval of the agenda, Board approved the agenda as presented.
Approval of Meeting Minutes: Margaret Schneider moved to approve the February 5, 2024, minutes, Second provided by: Lisa Colloredo, Motion approved unanimously
UNFINISHED BUSINESS: None

B. NEW BUSINESS:

1. Conceptual Large Scale Site Plan Review- STINA Project (Glass Bank) 505 N Orlando Ave.
   Planner, Cory Hall introduced a conceptual mixed use redevelopment plan being planned for the downtown center redevelopment district. A video showing the applicants conceptual plans that may include 60 transient lodging units, 7,000 square feet of retail/commercial, 4,000 square feet of restaurant space, and associated parking and street scape design was shared with the planning board.

   Following the presentation the Chair opened the meeting for the planning board and public to share their thoughts, ask questions, and provide pre-submittal comments to the applicant.

2. Comp Plan 2024 Process Introduction:

C. STAFF AND ATTORNEY REPORTS:

1. Randy Stevenson provided an update on the comprehensive plan process.

D. GENERAL PUBLIC COMMENTS: John Dillon encouraged the Board to make sure the height of a future STINA project's buildings height does not exceed the height set by the Commission.

E. BOARD FINAL COMMENTS: None

F. ADJOURNMENT: No other items were discussed. The meeting adjourned at 6:20 p.m.

______________________Date__________ ______________________Date__________
Cory Hall, Planner II/Senior Planner Lisa Colloredo, Vice Chair

CITY OF COCOA BEACH – PLANNING BOARD
MEETING MINUTES
Monday, June 3, 2024 @ 5:30 P.M.

A. CALL TO ORDER AND ROLL CALL: Chari Called the Meeting to Order at 5:30 P.M.
Pledge of Allegiance:
Members Present: Lennie Arnold, Chair; Lisa Colloredo, Vice-Chair; Margaret Schneider; Alexandra Bobo
Alternate Members: Alt 1: TBD; Alt 2: Matt Tschaar
School District Board Representative Alternate Present: *Loi Mckiney*
Members Absent: Charles Mason,
Staff Present: Cory Hall, Loren Wiltse, Randy Stevenson
Visitors Present: 21
Approval of Agenda: Chair call for approval of the agenda, Board approved the agenda as presented.
Approval of Meeting Minutes: Minutes to be brought back and presented at the next meeting, 7/8/24
UNFINISHED BUSINESS: None

B. NEW BUSINESS:

1. Presentation regarding an application submitted to vacate a portion of the McNabb Parkway, Right of Way. The site is located on the corner of 488 N Fourth Street and McNabb Parkway. LDC Section 4-20.
    i. The application for Vacation of Right of way was here for discussion and recommendation only
    ii. Following the presentation the Chair opened the meeting for the planning board and public to share their thoughts, ask questions, and provide pre-submittal comments to the applicant.
    iii. The Applicant, Bob and Suzy Ballesteros spoke to the request. (488 N. Fourth St.)
    iv. The Chair opened the meeting to public comment.
    1. Skip Williams, 58 Westview spoke in favor of the request.
        v. Margaret Schneider motioned for a vote; Lisa Colloredo seconded the motion.
        vi. The Planning Board Vote: yea _5_ Nay _0, to forward a recommendation of approval to the City Commission.
2. Public Hearing for Case File, PZ-22-22, an application for a Master Plan Development (PD), Development Agreement (DA) and Zoning change. Applicant; Westgate Cocoa Beach Pier, LLC. Location; 401 Mead Avenue, parcels (ID:24-37-26-CG-113-6 & ID24-37-26-CG-2-2).
    i. Development Services Director, Randy Stevenson updated the Board on the history of the application and past approvals granted to the proposed project.
        1. July 7, 2022- Height Variance
        2. March 17, 2022- Street Vacation (Portion of Meade Avenue)
    ii. Principal Planner, Loren Wiltse; presented a brief introduction, highlighting the purpose of the PD process, its role in establishing guidelines and standards based on the proposed master conceptual development and site plans, and associated development agreement, as well as the resulting change in zoning require to reflect an approved Planned Development.
    iii. Following the brief introduction the Chair asked the applicant to provide comments. Rochelle Lawandales, representing Westgate Cocoa Bach Pier, LLC, provided a recap of the project and work performed to date. Rochelle specifically noted that they are asking the Board for.
        1. A change in zoning from Oceanside to Planned Development
        2. Approval of the Master Conceptual Development Plan
        3. Approval of the Master Conceptual Site Plan
        4. A recommendation for the Development Agreement which contains these elements plus the charter guide and development standards.
    iv. The Chairman called for questions from the Planning Board.

1. Board members asked for clarifications related to the proposed planned development, including the area subject to being rezoned, required parking, public parking spaces etc. Discussion followed addressing and clarifying the board's concerns.
2. Board members asked for clarification related to the street parking spaces being provided, access paths to the beach, and lot coverage as provided within the Associate Development Agreement. Discussion followed addressing each concern raised by the Planning Board Members.

v. Following the Boards questions and comments the Chairman called for public comment.
   1. An email, comment received supporting the project and addressing the maximum height of buildings was read into the record.
   2. Four (4) citizens of Cocoa Baach provided public comments to the Board.

vi. Chairman closed public comment and call for a motion. Board member Margaret Schneider provided the following motion:
   1. I move to forward planned development case # PZ-22-22, with its associated master conceptual development plan, development agreement, three-party agreement, and requested zoning change from Oceanside (OC) to Planned Development (PD), to the City Commission with a recommendation of approval.
      a. No 2nd was provided.
      b. The Chairman noted that the motion dies for lack of a 2nd.

vii. The chair called for another motion. Discussion followed to clarify the actions being requested. Following this discussion, Board Member Lisa Colloredo provided the following motion.
   1. I move to forward planned development case # PZ-22-22, with its associated conceptual master development plan, conceptual site plan, draft developmental agreement, and three-party agreement, and zoning change from Oceanside (OC) to Planned Development (PD), along with consideration of the impacts of a traffic study in the area and in consultation with the City and FDOT, to the Commission with a recommendation of approval.
      a. MOTION 2ND Matt Tschaar
      b. With no further discussion the Chair called for the vote
      c. Vote: yea _5_ Nay _0, Motion passes unanimously.

C. <u>STAFF AND ATTORNEY REPORTS</u>:

1. Randy Stevenson noted that the department is working on a LCD text amendment related to FEMA Flood Prevention, and an update of the Comprehensive plan to extend the plans effective horizon from 2025 to 2045 to bring to the Planning Board in July.

D. <u>GENERAL PUBLIC COMMENTS</u>: Mr. Johnson commented on the open-ended nature of projects and asked for consideration of putting time frames to approved projects.

E. <u>BOARD FINAL COMMENTS</u>: Due to the holiday in July, Randy asked the board to change the July 1st meeting to July 8th. The Planning Board all agreed.

F. <u>ADJOURNMENT</u>: No other items were discussed. The meeting adjourned at 7:37 p.m.

______________________Date__________ ______________________Date__________
Cory Hall, Planner II/Senior Planner Lisa Colloredo, Vice Chair

CITY OF COCOA BEACH – PLANNING BOARD
MEETING MINUTES

Monday, September 9th, 2024 @ 5:30 P.M.

A. CALL TO ORDER AND ROLL CALL: Lisa Colloredo called the meeting to order at 5:30 P.M.
Pledge of Allegiance:
Members Present: Lisa Colloredo, Vice-Chair; Margaret Schneider; Alexandra Bobo
Alternate Members: Alt 1: TBD; Alt 2: Matt Tschaar
School District Board Representative Alternate Present: *Loi Mckiney*
Members Absent: Lennie Arnold, Charles Mason,
Staff Present: Cory Hall, Loren Wiltse, Randy Stevenson
Visitors Present: 0
Approval of Agenda: Chair call for approval of the agenda, Board approved the agenda as presented.
Approval of Meeting Minutes: Minutes to be brought back and presented at the next meeting, 3/3/25

B. UNFINISHED BUSINESS:
1. NONE

C. NEW BUSINESS
1. NONE

D. STAFF AND ATTORNEY REPORTS:
1. Cory Hall gave an informational presentation on the Vacation Rentals in Cocoa Beach.

E. GENERAL PUBLIC COMMENTS:
1. NONE

F. BOARD FINAL COMMENTS:
1. NONE

G. ADJOURNMENT: No other items were discussed. The meeting adjourned at 6:04 p.m.

______________________Date__________ ______________________Date__________
Cory Hall, Planner II/Senior Planner Lisa Colloredo, Vice Chair

City of Cocoa Beach Planning Board
Agenda Item Summary

DEPARTMENT MAKING REQUEST/NAME:	Development Services /
MEETING DATE	March 3, 2025

REQUESTED MOTION/ACTION
Election of Members

IS THIS ITEM BUDGETED (IF APPLICABLE)?

BACKGROUND:

City of Cocoa Beach Planning Board
Agenda Item Summary

DEPARTMENT MAKING REQUEST/NAME: Development Services /

MEETING DATE March 3, 2025

REQUESTED MOTION/ACTION
Revision to Section 2-62. Self-storage facility

IS THIS ITEM BUDGETED (IF APPLICABLE)?

BACKGROUND:

Section 2-62. Self-storage facility.

Within specific zoning districts, a self-storage facility, as defined in section 1-20, may be listed as permitted by special exception. In such cases, approval must be from the board of adjustment. When considering an application for a self-storage facility, the board must consider the special exception criteria listed below, in addition to that criterion listed in section 4-43C.

A. Self-storage facility must have suitable screening compatible with the architecture of the project. Fences and walls, including entry gates shall be constructed of high quality materials and shall be compatible and in harmony with the design and materials of the facilities and site. Decorative metal or wrought iron fences are preferred. Chain-link or similar fences, barbed wire or razor wire fences are prohibited. Fences or walls are not allowed between the main or front building on the site and the street.

B. On-site parking shall be provided on the basis of one (1) space per five hundred sixty (560) square feet of gross floor area. In the redevelopment districts, parking shall be provided as allowed in Section 3-02 of this Land Development Code (LDC) and as approved by the administrator. A parking plan must be provided by the property owner for review by the city.

C. Off-street loading shall be as required in Section 3-01 (K) of the LDC and as approved by the administrator.

D. If motor vehicles or vessels are stored in an individual facility, there shall be no mechanical work performed on the premises.

E. No single compartment shall have a floor area exceeding one thousand five hundred (1,500) square feet.

F. Each compartment shall have an exterior independent entrance under exclusive control of the tenant thereof. Entrances to compartments can be from a hallway or common area when the individual compartments are located within a common building designated and approved for self-storage.

G. Use of compartment shall be limited to storage of personal property.

H. There shall be no outside storage of goods or materials of any type. Storage areas located in the side or rear yards shall be fenced as authorized by section 3-32 of these regulations and the fence shall be constructed to meet the opacity of a solid wall.

I. If the storage facility abuts residentially zoned property or existing residential development, the facility loading bays, docks or doors shall not be located on any side abutting the residentially zoned property or residential development.

J. Electrical service to the storage units shall be for lighting and climate control only. No electrical outlets are permitted inside individual storage units. Lighting fixtures and switches shall be of secure design that will not allow the tapping of fixtures for other purposes.

K. Operational Standards. The following minimum operational standards shall apply to self-storage facilities and tenants of individual storage units:

    i. Individual storage units shall not be used for activities such as residences, offices, workshops, studios, or hobby or rehearsal areas. Further, storage units shall not be used for manufacturing, fabrication or processing of goods. In addition, storage units shall not be used for commercial activity or places of business of any kind including, but not limited to, retail sales, garage or estate sales, or auctions.

    ii. Storage of flammable, explosive, perishable or hazardous materials within individual storage units and on site is prohibited.

    iii. Keeping of animals is prohibited.

iv. Storage facilities shall have security access control to buildings and individual storage units and enhanced electronic video surveillance of the property.

v. Rental agreements shall provide tenants with written notice of the minimum operational standards set forth in this section and any other conditions imposed by the city.

(Ord. No. 1649, § 2(Exh. A), 10-1-2020) (*Change ordinance number and date)*

CITY OF
COCOA BEACH

PLANNING BOARD MEETING · MARCH 3, 2025
AGENDA ITEM SUMMARY · ITEM # ___

Subject: An ordinance amending Section 2-62 of the City Code to revise special exception criteria related to self-storage facilities.

(An ordinance number will be assigned upon presentation to the City Commission)

Summary: At a recent City Council meeting, a downtown business owner requested that the city expand the use of allowed uses in the Town Center redevelopment district to allow self-storage facilities as a special exception.

To that end, Development Services staff, in conjunction with the City Attorney, have revised the list of special exception criteria for the Planning Board's consideration related to an application for a self-storage facility. The ordinance will also include a revision to *Table 2-33. Permitted Uses Per Subdistrict*, to include a Self-Storage Facility as a Special Exception in the Towncenter subdistrict.

Notable provisions of the proposed revisions include:

1. Requirement that fences and walls be designed to be compatible with the facility.
2. If the facility abuts residential development, that access points be located on the opposite side.
3. No electrical outlets inside individual storage units.
4. Individual units shall not be used for residences, offices, workshops, etc.
5. Storage of flammable materials inside units is prohibited.
6. Storage facilities shall have access control.

Attachment:
n.a.

The Development Services Department recommends the Planning Board take the following action:
To recommend approval of the proposed revisions to Section 2-62 of the City Code to the City Commission.

Approved by Development Services Director: Daivd Dickey **Date:** February 28, 2025