

# Town of Melbourne Beach

## BOARD OF ADJUSTMENT MEETING THURSDAY, JANUARY 18, 2024 COMMUNITY CENTER, 509 OCEAN AVENUE

### MINUTES

#### Board Members:

Chairman Robert Schaefer  
Vice Chair Xochitl Ross  
Member Charles Cain  
Member James D. Simmons  
Member Peter Peterson  
Alternate Travis Hunsucker

#### Staff Members:

Town Manager Elizabeth Mascaro  
Town Clerk Amber Brown  
Building Official Robert Bitgood  
Town Planner Corey O’Gorman

#### 1. Call to Order

Chairman Robert Schaefer called the meeting to order at 6:03 p.m.

#### 2. Roll Call

Town Clerk Amber Brown led the roll call.

#### Members Present:

Chairman Robert Schaefer  
Vice Chairperson Xochitl Ross  
Member Charles Cain  
Member James D. Simmons  
Member Peter Peterson  
Alternate Board Member Travis Hunsucker

#### Staff Present:

Town Manager Elizabeth Mascaro  
Town Planner Corey O’Gorman  
Building Official Robert Bitgood  
Town Clerk Amber Brown

#### 3. Approval of Minutes

A. November 14, 2023 draft minutes

James Simmons spoke about page 7 third paragraph has a typo that says Chairman Robert Chairman instead of Chairman Robert Schaefer.

Member James Simmons moved to approve the minutes from November 14, 2023; Vice Chair Xochitl Ross seconded; Motion carried 5-0.

#### 4. Public Hearing

##### A. Coastal Construction Variance Application #PCCV23-0001, 315 Atlantic Street

Applicant Clayton Bennett spoke about being the engineer of record and provided an overview of the project. Small addition on the landward side of the structure. The addition will be a garage attached to the primary structure.

Chairman Robert Schaefer reviewed the application.

Clayton Bennett spoke about there being no changes or additions to the application.

Member James Simmons spoke about flood water concerns, pavers being very close to the lot lines, and the requirement for 30% permeable surfaces. Does this go to civil engineering to verify the water flow and pattern?

Building Official Robert Bitgood spoke about it not going to a civil engineer because that is for new construction. During plan review, he verifies that 30% of the property is permeable. Only new residential construction has to retain 8 inches of water for 24 hours so it does not apply to this property. To get a final inspection they have to provide a survey of the pavers.

Vice Chair Xochitl Ross asked about the crest of the dune on this site plan is about where the toe of the dune used to be.

Member Peter Peterson spoke about questioning that before, but the location of the dune will change often.

**Member James Simmons moved to approve Town of Melbourne Beach development application number PCCV23-0001 for 315 Atlantic; Vice Chair Xochitl Ross seconded; Motion carried 5-0**

#### 5. New Business

##### A. Appointment of the 2024 Chairperson

**Vice Chair Xochitl Ross nominated Robert Schaefer; Member Charles Cain seconded; Motion carried 5-0**

#### 6. Adjournment

**Member James Simmons moved to adjourn; Member Charles Cain seconded; Motion carried 5-0.**

The meeting adjourned at 6:18 p.m.

  
Robert Schaefer, Chairman



ATTEST:

  
Amber Brown, Town Clerk