MINUTES
BREVARD PLANNING BOARD
OCTOBER 28TH, 2025
COUNCIL CHAMBERS CITY HALL

The Brevard Planning Board met for a regular meeting Tuesday, October 28th, 2025 at 5:30 PM in the Council Chambers at City Hall.

Members Present:	Reid Wood, Vice Chair Karen Darity Peter Chaveas Alan Mercaldo Jerry Yunker Michael Hinds
Members Absent:	Greg Hunter, Chair
Staff Present:	Madalin Baker, Board Clerk Emily Brewer, Senior Planner Paul Ray, Planning Director

I. Welcome

At 5:30 PM, Reid Wood, Vice Chair, called the meeting to order.

II. Introduction of Planning Board Members

The Board introduced themselves.

III. Certification of Quorum

R. Wood confirmed with the Board Clerk that a quorum from the Board was present.

IV. Approval of Agenda

P. Chaveas made a motion to approve the agenda. K. Darity seconded, unanimously carried.

V. Approval of Minutes

P. Chaveas motioned to approve the September minutes. K. Darity seconded, passed unanimously.

VI. Public Comments – None

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VII. New Business

a. Consideration of TXT-25-0003 – Institutional Campus Clean-Up

Emily Brewer, Senior Planner, presented her staff report, a portion of which follows:

Background & Discussion: This is a Staff-initiated text amendment to address some dimensional challenges in the Institutional Campus zoning district. Per Section 2.1 of the UDO, the Institutional Campus (IC) zoning district "is coded to allow for the continued and future use, expansion, and new development of academic and religious campuses, as well as government and health-care facilities. Unlike regular buildings which are oriented towards public streets, campus buildings are introverted towards spaces within the campus such as quadrangles." The IC zoning district was intended to allow for large "campus"-style development without much interaction with adjacent properties, so the requirements included large setbacks and buffers. However, the IC zoning district has smaller parcels where the large setbacks (40 feet on all sides) do not work. The proposed amendments reduce some of the dimensional requirements for the IC zoning district for added flexibility and better incorporation into the City's other land uses.

Policy Analysis: The Building Brevard 2030 Comprehensive Land Use Plan recommends added flexibility for campuses and institutions—- LUH-23: Incorporate flexible zoning standards and simplified approvals for camps, campuses, and institutions. These changes are consistent with the Comprehensive Land Use Plan.

Following her staff report, E. Brewer opened to the Board for questions. A. Mercaldo asked about the original intention behind the 40-foot front setback requirement, and E. Brewer noted the requirement predates any of the current Planning Department staff, so she was unsure, but added that staff hopes to update the landscape requirements chapter in the future.

A. Mercaldo motioned to approve with reference to the consistency statement, seconded by M. Hinds, and the motion passed unanimously.

VIII. Unfinished Business

a. TXT-25-0002 – Temporary Uses

Emily Brewer, Senior Planner, presented her staff report, a portion of which follows: Background & Discussion: This is a Staff-initiated text amendment to revise the standards for temporary uses and clarify when an applicant needs to secure a temporary use permit and when the applicant needs a special event permit. Temporary uses are land uses that are established only for a fixed, limited period of time with the intent of discontinuing it once that time expires, which may or may not

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have temporary structures (tents, associated with them. The current ordinance conflates temporary uses with special events, which are temporary events held on public rights-of-ways.

The proposed standards include the following types of temporary uses: General temporary uses; Agricultural / Produce Stand; Construction Office; Dwelling – Temporary; Mobile Classroom; Mobile Vendor; Outdoor Seasonal Sale; One-Day Event; Outdoor Event; Outdoor Storage Container.

Following her staff report, E. Brewer looked to the Board for questions. A. Mercaldo asked how individual farmers' market vendors are permitted, and E. Brewer shared that the farmers market is treated as all one unit.

Various Board members requested clarity on specific verbiage in the text amendment, and E. Brewer and P. Ray addressed all concerns. A. Mercaldo recommended adding "but not limited to" on page 43, and E. Brewer noted the specific clause. J. Yunker asked about the enforcement mechanism for the chapter, and E. Brewer shared the Planning Department is responsible for enforcing the UDO. M. Hinds suggested adding a clause including surrounding properties under the same ownership in reference to the "6 outdoor events per property per year," which E. Brewer noted.

P. Chaveas made a motion to approve the amendment with the Board's revisions, in reference to the consistency statement. A. Mercaldo seconded, and the motion passed unanimously.

IX. Remarks
The Board welcomed the newly appointed members.

X. Adjournment
There being no further business, M. Hinds made a motion to adjourn seconded by J. Yunker, the motion carried unanimously, and the meeting adjourned at 6:18 PM.

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Reid Wood, Vice Chair

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Madalin Baker, Board Clerk

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