



# PLANNING & ZONING BOARD MEETING MINUTES

February 03, 2025 at 4:00 PM

Council Chambers – 340 Ocean Drive and YouTube

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PRESENT: MICHAEL STERN, CHAIR  
JIM EHRET, VICE CHAIR (*Arrived at 4:02PM*)  
JIM FERGUSON, BOARDMEMBER  
LAURE SHEARER, BOARDMEMBER  
CAROL RUDOLPH, BOARDMEMBER  
JONATHAN BUTLER, ALTERNATE BOARDMEMBER

ALSO PRESENT: FRANK DAVILA, INTERIM TOWN MANAGER &  
DIRECTOR OF PLANNING & ZONING  
STEPHEN MAYER, PRINCIPAL PLANNER  
LEONARD RUBIN, TOWN ATTORNEY  
CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK

AUDIENCE: 10

**CALL TO ORDER – 4:00PM**

**PLEDGE ALLEGIANCE TO THE FLAG**

**ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA - None**

**COMMENTS FROM THE TOWN ATTORNEY AND STAFF - None**

**COMMENTS FROM THE PUBLIC**

*All Non-Agenda items are limited to three (3) minutes. Anyone wishing to speak is asked to complete a comment card with their name and address prior to the start of the meeting as well as state their name and address for the record when called upon to speak (prior to addressing the Board). The Board will not discuss these items at this time.*

*Public Comments Opened at 4:00pm.*

*Public Comments Closed at 4:00pm.*

**CONSENT AGENDA**

1. Planning & Zoning Board Meeting Minutes for January 6, 2025

***MOTION:*** Ferguson/Shearer made a motion to approve the consent agenda.

***ACTION:*** The motion passed unanimously.

**BOARD ACTION/DISCUSSION ITEMS** *(A public comment period was provided for each item below.)*

2. Ordinance No. 792 (Establishing a Temporary Moratorium on Commercial, Mixed-Use and Multi-Family Development Applications)

***MOTION:** Ehret/Rudolph made a motion to recommend approval of Ordinance No. 792 to the Town Council.*

***ACTION:** The motion passed unanimously.*

**COMMENTS FROM THE BOARD**

**ADJOURNMENT**

Chair Stern adjourned the meeting at 4:27pm.

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Michael Stern, Chair

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Caitlin E. Copeland-Rodriguez, Town Clerk

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