



PLANNING & ZONING BOARD MEETING MINUTES

September 15, 2025 at 4:00 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT: MICHAEL STERN, CHAIR
JIM FERGUSON, VICE CHAIR
JAMES EHRET, BOARDMEMBER
JONATHAN BUTLER, BOARDMEMBER
BRIAN COLE, BOARDMEMBER
CAROL RUDOLPH, ALTERNATE BOARDMEMBER

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

AUDIENCE: 36

CALL TO ORDER – 4:00PM

PLEDGE ALLEGIANCE TO THE FLAG

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

COMMENTS FROM THE TOWN ATTORNEY AND STAFF

PRESENTATIONS

1. Presentation by PBC ERM on Juno Dunes Natural Area (*See attached presentation.*)

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 4:23pm.

Public Comment Closed at 4:24pm.

CONSENT AGENDA

2. Planning & Zoning Board Meeting Minutes for July 7, 2025

MOTION: Ferguson/Butler 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.)

3. The Waterford Major Amendment (See attached presentations.)

MOTION: *Ferguson/Ehret made a motion to recommend approval of the request for a Major Site Plan Amendment to a Special Exception Planned Unit Development (PUD) for the reconfiguration and modification of the existing senior living facility community, subject to the conditions outlined in staff's memorandum to the Town Council.*

ACTION: *The motion passed unanimously.*

4. Appearance Review – 451 Ocean Drive (See attached presentation.)

MOTION: *Ferguson made a motion to approve the application for appearance review for the proposed to the single-family residence located at 451 Ocean Drive.*

Chair Stern passed the gavel and seconded the motion.

ACTION: *The motion passed 3-2 with Boardmember Ehret and Boardmember Cole opposed.*

COMMENTS FROM THE BOARD - None

ADJOURNMENT

Chair Stern adjourned the meeting at 6:16pm.

Michael Stern, Chair

Caitlin Copeland-Rodriguez, Town Clerk