



PLANNING & ZONING BOARD MEETING MINUTES

January 06, 2025 at 4:00 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT: MICHAEL STERN, CHAIR
JIM EHRET, VICE CHAIR
JIM FERGUSON, BOARDMEMBER
LAURE SHEARER, BOARDMEMBER
CAROL RUDOLPH, BOARDMEMBER

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

AUDIENCE: 11

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 4:01pm.

CONSENT AGENDA

1. Planning & Zoning Board Meeting Minutes for December 2, 2024
MOTION: Ferguson/Rudolph made a motion to approve the consent agenda.
ACTION: The motion passed unanimously.

BOARD ACTION/DISCUSSION ITEMS

2. Appearance Review – 451 Neptune Road

***MOTION:** Ehret/Ferguson made a motion to deny the appearance review application for the proposed single-family home to be located at 451 Neptune Road because it did not meet the required harmony criteria.*

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

3. Appearance Review – 401 Diana Lane

Applicant withdrew the application to work with staff and bring a revised plan back to the Board at a future meeting.

COMMENTS FROM THE BOARD

ADJOURNMENT

Chair Stern adjourned the meeting at 5:24pm.

Michael Stern, Chair

Caitlin E. Copeland-Rodriguez, Town Clerk