

# City of Cocoa

65 Stone Street  
Cocoa, FL 32922



## Meeting Agenda

Wednesday, May 1, 2024

6:00 PM

Cocoa City Council Chambers

**Planning and Zoning / Local Planning Agency**

## I. OPENING MATTERS

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE

## II. APPROVAL OF AGENDA AND MINUTES:

### 1. AGENDA:

[24-242](#) Request approval of the Agenda for the Planning & Zoning Board Meeting held on Wednesday, May 1st, 2024, either as written or with amendments.

**Attachments:** [PZ Short Agenda May 1 2024 \(005\).pdf](#)

### 2. MINUTES:

[24-243](#) Request Board approval of the Minutes of the Planning & Zoning Meeting held on April 3, 2024, either as is or with amendments.

**Attachments:** [4-3-2024 Final Draft.pdf](#)

## III. OLD BUSINESS:

### IV. NEW BUSINESS:

[24-239](#) Consideration of a Land Development Code Amendment to Chapter 18, Subdivisions, to create a new Article VII, Lot Splits and Boundary Line Adjustments, and to make certain other amendments to Chapter 18 as necessary to effectuate the new Article VII; providing amendments to the City's subdivision application requirements and processing procedures for Preliminary and Final Plats; altering the requirements for posting security to ensure completion of public improvements prior to Final Plat Approval; amending processing procedures for site plans processed concurrently with plat applications; eliminating specific procedures related to flag lots; changing staff designations; and providing for the repeal of prior inconsistent ordinances and resolutions.

**Attachments:** [Legal Ad May 1 P&Z.pdf](#)  
[Ordinance 06-2024 - Establishing Lot Split Process and Amending Subdivision I](#)

**V. TREE BOARD**

**VI. OTHER BUSINESS**

Planning and Zoning Board Open Discussion

**VII. NEXT MEETING DATE:**

The next regularly scheduled meeting of the Planning and Zoning Board will be on Wednesday June 5th at 5:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

**XI. ADJOURNMENT**

**NOTICE TO THE PUBLIC:**

This is a public meeting. All interested parties may attend in person. The facility wherein this public meeting will be held is accessible to the physically handicapped. In accordance with the Americans With Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk of the City of Cocoa, listed below, at least 48 hours prior to the meeting: Monica Arsenault, City Clerk, 65 Stone Street, Cocoa, by telephone at (321) 433-8488 or via email at Marsenault@cocoafl.org.

Additionally, interested persons may view or listen to the meeting electronically at the following internet sites:

- (1) <https://tinyurl.com/s5e875r> or
- (2) <https://cocoa.legistar.com/DepartmentDetail.aspx?ID=26365&GUID=FF9D3369-D354-4FAB-800A-57D0AEE30153&Mode=MainBody>

However, the City is not responsible for technical difficulties that may occur while attempting to view or listen to the meeting on the internet.

Interested persons may submit their written comments or questions regarding the meeting prior to the meeting through Email at [meetings@cocoafl.org](mailto:meetings@cocoafl.org), or via E-comments through the online agenda. Any electronic comments submitted will be made part of the meeting record. Written comments or questions not relevant to the Council meeting agenda will not be made part of the meeting record but will be maintained as public record.

Pursuant to Section 286.0105, Florida Statutes, the City hereby advises the public that: if a person decides to appeal any decision made by the City Council with respect to any matter considered at its meeting or hearing, that person will need a record of the proceedings and for such purpose, affected persons may need to assure that a verbatim record of the proceedings is made, and such record shall include the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the City for the introduction or admission into evidence of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals otherwise not allowed by law.

Although members of the public are entitled to be heard by the City Council on certain items on the meeting agenda pursuant to the City Council Rules of Procedure, members of the public are not entitled to an immediate response by either administrative staff members or Council; however, the City Council or administrative staff may provide a response at their discretion. When presenting before the City Council, all comments or questions should be directed to the Mayor or the chair of the meeting. Comments or questions should not be made directly to administrative staff without permission from the Mayor or chair.

Public debate by individual speakers from the audience on public hearing items shall be limited to three (3) minutes. Applicants or representatives of recognized groups with special interests in a matter shall be limited to ten (10) minutes; and total debate on a single issue shall be limited to thirty (30) minutes. Only one presentation per person per item shall be allowed.

A Council member may add an item to the agenda during the meeting only at the time the agenda is approved. If the item requires action by the Council, then it may be added to the agenda by an affirmative vote of the Council, and written documentation must be submitted at the time the item is added to the agenda. Matters may also be raised by the Council, City Manager or City Attorney under reports and acted upon by the City Council.