

BOARD OF ADJUSTMENT
MINUTES OF
REGULAR MEETING
September 18, 2025

The regular meeting of the City of Daytona Beach Board of Adjustment was held on Thursday, September 18, 2025, in the City Commission Chambers, 301 S. Ridgewood Avenue, Daytona Beach, Florida.

Board members present were as follows:

David Betz, Chair
Sharlene Barhoo
Patrick Connors
Charles Cameron
Leon McCray
Brent Johnson

No Board members were absent.

Staff members present were:

Melissa Phillips, Senior Development Review Technician
David Russell, Assistant City Attorney
Melissa Phillips, Board Secretary

1. **Call to Order**

Mr. Betz called the meeting to order at 2:30 p.m.

Mr. Betz welcomed new Board member, Mr. Brent Johnson.

2. **Roll Call**

Ms. Phillips called the roll and noted members present as indicated above.

Ms. Barhoo arrived at 2:34pm.

3. **Introduction of City Staff**

Mr. Betz introduced staff members in attendance as listed above.

4. **Approval of Minutes**

Mr. Connors motioned to accept the minutes of August 21, 2025, seconded by Mr. Cameron. All were in favor (6-0).

5. New Cases

Case A - BOA2025-020 Variance from Article 6, Section 6.2.E.1; Article 6, Section 6.8.C.4; and Article 6, Section 6.8.D.1 of the CODB Land Development Code

A request by Joanne Roberts with the Pregnancy Crisis Center, Inc. (Property Owner), for a variance from the **CODB Land Development Code, Article 6 (Development Standards), Section 6.2.E.1 (Minimum Stacking Spaces for Drive-Through and Related Uses) to reduce the required drive gate stacking space from 20ft to 0ft, and from Section 6.8.C.4 (Fences, Walls, and Hedges, Height) to increase the maximum fence height between the front of the structure and the front parcel boundary from 4ft to 6ft.**

The applicant also requests a variance from **Section 6.8.D.1. (Additional Standards Along Major City Thoroughfares) to reduce the required setback from the front parcel boundary from 5ft to 0ft.**

This variance approval will allow a 6ft high aluminum picket fence to be placed around the entire perimeter of the parcel, and a drive gate to be placed on the parcel boundary at the driveway entrance of the property.

The property is located at **416 North Ridgewood Avenue, Parcel ID 5338-32-00-0330.**

Applicant Presentation:

Joanne Roberts, 416 N Ridgewood Ave, Daytona Beach, stated that she has increased security as needed, beginning July 2020, when floodlights were added, and again in August 2022, when security cameras were added. She said that today there are increased transients in the area.

Mr. Connors asked what the business in the building is. Ms. Roberts stated a pregnancy crisis center. Melissa Phillips asked the board to view the monitor showing the previous night's security footage of people leaving donations on the porch. Mr. Connors asked Ms. Roberts if putting up a fence would keep the property clear. Ms. Roberts said that it would.

Mr. Betz asked if the shrubbery would be pulled to put in the fence. Ms. Roberts responded that it would be. Mr. Betz asked if the fence could be placed behind the shrubbery. Ms. Roberts stated that there is an oak tree on Hobart that necessitates placement of the fence where the shrubbery is. Mr. Betz asked about placing the fence behind the shrubbery on the Ridgewood side of the property. Ms. Roberts said she would consider doing that.

Mr. Betz stated that the fence would cross the driveway and attach to an existing chain link fence, hence, the reason for the variance. Ms. Roberts concurred and stated that the gate would be open during the day and that there is one employee and volunteers who park at the church.

Mr. McCray stated that regarding stacking, Ms. Roberts would be required to park her car in the street to open the gate. Ms. Roberts concurred. Mr. McCray asked if two cars would be parked in the driveway or just one. Ms. Roberts stated there is usually just one, but on occasion there are two. She also stated that the hours the gates are open are from 8:00 am to 4:00 pm.

Public Comments:

There were no public comments.

Board Action:

A motion was made by Mr. Connors to approve BOA2025-020 Article 6 Section 6.2.E., Article 6 Section 6.8.C., and Article 6 Section 6.8.D.1., with the modification that the front fence is to be relocated behind the shrubbery. Mr. Cameron seconded the motion. The motion carried 6-0 with all in favor.

Case B - BOA2025-021 - Variance from the CODB Land Development Code, Article 4 (Zoning Districts), Section 4.2.B (Single-Family Residential-5/SFR-5)

A request by Taner Banks (Property Owner), for a variance from the **CODB Land Development Code, Article 4 (Zoning Districts), Section 4.2.B (Single-Family Residential-5/SFR-5) to reduce the required interior side setback from 10ft to 4.3ft.**

This variance approval will allow a 17.4w x 12d (209sf), hard roof structure to be constructed over the existing 17.4w x 12d concrete patio at the rear of the home.

The property is located at **2576 West Coral Way, Parcel ID 5322-06-00-0370.**

Applicant Presentation:

Taner Banks, 2576 W Coral Way, Daytona Beach, stated that he purchased the house in early 2024 and fully renovated the interior. He said that the only renovation left to do was the exterior patio. Mr. Banks stated that the home was built in 1959, and the setbacks require a variance. He said that the concrete patio has been there since the 1970s, and he is proposing to add two 2x4 aluminum posts with a cover.

Mr. Connors asked what material would be used for the roof. Mr. Banks stated an aluminum composite roof. He said there will be a fan beam as well and aluminum flashing. Mr. Betz asked if Mr. Banks would go beyond the edge of the house. Mr. Banks said no.

Public Comments:

There were no public comments.

Board Action:

A motion was made by Mr. Cameron, seconded by Ms. Barhoo, to approve BOA2025-021 Variance from Article 4, Section 4.2.B of the CODB Land Development Code, in accordance with the staff report as presented. The motion carried 6-0 with all in favor.

Case C - BOA2025-022 Variance from the CODB Land Development Code, Article 4 (Zoning Districts), Section 4.2.B (Single-Family Residential-5/SFR-5)

A request by Louis A Vigliotti of LAV Engineering, on behalf of Steven M. Dumais (property owner), for a variance from the Land Development Code (LDC) **Article 4 (Zoning Districts), Section 4.2.B.3**

(Single-Family Residential-5/SFR-5) to reduce the minimum required interior side yard setback from 7.5ft to 5ft.

This variance approval will allow for the construction of a 37.4w x 14d (523.6sf), hard roof structure over the existing rear patio.

The property is located at **1812 North Atlantic Avenue, Parcel ID 4225-05-02-0030.**

Board Action:

Case was not heard at this meeting due to additional required variances not addressed in original submission. BOA2025-022 will be heard at October 16, 2025, meeting.

Case D - BOA2025-023 Variance from the CODB Land Development Code, Article 7 (Subdivision and Infrastructure), Section 7.1.A.6. (Subdivision Lots and Blocks, Lot Shape)

A request by Kelsie Smith of Elliot Meadows Certified Contractors, LLC, (potential property owner) for a variance from the Land Development Code (LDC) **Article 7 (Subdivision and Infrastructure), Section 7.1.A.6. (Subdivision Lots and Blocks, Lot Shape) to reduce the minimum lot width for the narrow extension of a flag lot to the right-of-way from 20ft to 15.5ft.**

This variance approval will allow this parcel to become the “flag” section of the parcel, once combined with the two rear adjacent parcels, while not meeting the minimum width of a flag lot. These three parcels will be combined to create one large parcel, on which a duplex will be constructed.

This parcel is located on **Magnolia Avenue, Parcel ID 5339-01-23-0066.**

Applicant Presentation:

Elliott Meadows, 590 Lake Winnemissett, DeLand, stated that he is requesting a 6” variance on a 15’6” flag section of the lot. Mr. Betz asked if Mr. Meadows had purchased the three lots. Mr. Meadows stated yes, they were purchased from Habitat for Humanity. Mr. Betz asked if he would be using the city right-of-way or building a driveway. Mr. Meadows stated that a new driveway will be built. Mr. Betz asked if the utility pole would be moved. Mr. Meadows said yes.

Mr. Meadows said that he will be constructing a duplex with each side being 4-bedrooms, two-baths, and 1600 square feet. Mr. McCray asked if this duplex would be rented or purchased. Mr. Meadows stated that the duplexes will be for rent, but if they were to be sold, they would be sold as a whole, not individually.

Mr. McCray asked if there were existing houses there now. Mr. Meadows said there is one house on the east side of the right-of-way. Mr. McCray asked if they would share the driveway. Mr. Meadows said no and that there would only be a 16’ driveway. Mr. McCray asked if anything would be done to the right-of-way. Mr. Meadows stated no. Ms. Phillips stated that nothing can be done to the right-of-way as that is the only access-way to the house next door.

Public Comments:

There were no public comments.

Board Action:

Mr. McCray made a motion to approve Variance BOA2025-023 Article 7 Section 7.1A.6, seconded by Mr. Johnson. The motion carried 6-0 all in favor.

6. **Review Cases**

Case A – approved 6-0

Case B – approved 6-0

Case D – approved 6-0

7. **New Business**

Ms. Phillips stated that at this time there are two cases for the next meeting. Ms. Phillips also thanked Mr. Johnson for attending the board meeting.

8. **Adjournment**

There being no further business, the meeting was adjourned at 3:05pm.



David Betz, Board Chair



Melissa Phillips, Acting Board Secretary