

**MINUTES**  
**PLANNING & ZONING BOARD MEETING**  
**April 14, 2025**  
**3000 Bellemead Drive Daytona Beach Shores, FL 32118**

**1. OPENING REMARKS**

**Present:** Member Rick Delange, Member Chuck Horion, Member James Lilly, Member Rose Ann Tornatore, Member Guy Desai, Member Joe Monaco

**Staff:** City Clerk Cheri Schwab, Board Attorney Paul Waters, Community Services Director Stewart Cruz, and City Planner Gwyn Herstein.

**2. MINUTES**

A. Planning & Zoning Minutes January 13, 2025

**MEMBER CHUCK HORION moved, seconded by MEMBER JAMES LILLY to Approve the Planning & Zoning Minutes of January 13, 2025.**

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

**Yes:** Member Rick Delange, Member Chuck Horion, Member James Lilly, Member Rose Ann Tornatore, Member Guy Desai

**3. ACTION ITEMS**

A. Ordinance 2025-05: Comprehensive Plan Future Land Use Map amendment for recently annexed single-family residential property located at 3836 S. Atlantic Avenue

City Planner Gwyn Herstein gave a brief report on the item. The property was recently annexed into the city and state law requires that a future land use classification is given. The property is a single-family residence. All due public notice requirements have been met and staff recommended approval.

**MEMBER ROSE ANN TORNATORE moved, seconded by MEMBER CHUCK HORION to recommend approval of Ordinance 2025-05 to the City Commission.**

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

**Yes:** Member Rick Delange, Member Chuck Horion, Member James Lilly, Member Rose Ann Tornatore, Member Guy Desai

**4. QUASI-JUDICIAL HEARING**

A. Ordinance 2025-04: Rezoning application for recently annexed property located at 3836 S. Atlantic Avenue

The board members declared there was no ex-parte communication. Witnesses were sworn in for the day's hearings. City Planner Gwyn Herstein provided a brief report to the board. Aerial views of the property and surrounding neighborhood were shown. If approved, the zoning designation would be RSF-2 Urban Single-Family Residential District. All the criteria for the application have been met and all due public notice was satisfied. Staff recommended approval.

**MEMBER CHUCK HORION moved, seconded by MEMBER ROSE ANN TORNATORE to recommend approval of Ordinance 2025-04 to the City Commission.**

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

**Yes:** Member Rick DeLange, Member Chuck Horion, Member James Lilly, Member Rose Ann Tornatore, Member Guy Desai

## **5. NOMINATIONS AND ELECTION**

A. Nominations and Election of Board Chair and Vice-Chair

**MEMBER CHUCK HORION moved, seconded by MEMBER JAMES LILLY to nominate Rick deLange as Board Chair.**

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

**Yes:** Member Rick DeLange, Member Chuck Horion, Member James Lilly, Member Rose Ann Tornatore, Member Guy Desai

**MEMBER JAMES LILLY moved, seconded by MEMBER CHUCK HORION to nominate Guy Desai as Vice-Chair.**

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

**Yes:** Member Rick DeLange, Member Chuck Horion, Member James Lilly, Member Rose Ann Tornatore, Member Guy Desai.

## **6. OTHER**

A. Sunshine Law, Public Records, Voting Conflicts, and Quasi-Judicial Hearings - Training

Board Attorney Paul Waters provided a training update that included reviewing Florida Sunshine laws, public records law, voting conflicts and quasi-judicial hearings.

## **7. BOARD COMMENTS**

## **8. ADJOURNMENT**

The meeting ended at 9:29 am.

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**Cheri Schwab, Recording Secretary**

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**Rick DeLange, Chairman**