



Board of Planning and Appeals  
Minutes • January 5, 2026

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City Commission Chamber	Regular Board of Planning and Appeals Meeting	6:00 PM
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City Hall  
1065 Ridgewood Avenue  
Holly Hill, FL 32117

City Clerk's Office: (386) 248-9441 – Fax: (386) 248-9448

1. **Call to Order**

The meeting was called to order at approximately 6:00 PM.

2. **Roll Call**

**Present:**

Board Member Tony Cassata

Board Member John Danio

Board Member Kymberlee Nguyen

Board Member Dennis Smith

Board Member Michael Myer

**Absent: N/A**

3. **Invocation**

Mr. Myer led the invocation.

4. **Pledge of Allegiance**

Mr. Cassata led the Pledge of Allegiance to the Flag.

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The appointment of Chairman and Vice-Chairman for 2026 was taken here:

*Mr. Cassata made a motion to appoint **Mr. Myer as the Chairman**, seconded by Mr. Danio.*

**PASSED, 5-0.**

Mr. Cassata made a motion to appoint **Mr. Smith as Vice-Chairman**, seconded by Mr. Danio.

**PASSED, 5-0.**

5. **Minutes**

1. Minutes - December 1, 2025 Board of Planning and Appeals meeting

(Requested by Leslie Montgomery, Board of Planning and Appeals)

Motion to Approve.	
<b>Result:</b>	<b>Passed [UNANIMOUS]</b>
<b>Mover:</b>	Board Member John Danio
<b>Second:</b>	Board Member Dennis Smith
<b>Ayes:</b>	Tony Cassata, John Danio, Kymberlee Nguyen, Dennis Smith, Michael Myer
<b>Nays:</b>	None

## 6. Agenda Item(s)

1. Marina Grande MPUD 9th Amendment

Brian Walker, City Planner/Asst. City Manager went through his staff report that was included in the agenda packet. Mr. Walker mentioned that this is a Marina Grande Residential Based Mixed Use Planned Unit Development (MPUD) Major Amendment and to consider a major amendment to the Marina Grande Residential Based Mixed Use Planned Unit Development (MPUD), as amended, to add additional permitted uses to the retail spaces. Mr. Walker stated on May 24, 2022, the City Commission approved the 8<sup>th</sup> Amendment to the Marina Grande Residential-Based Mixed-Use Planned Unit Development (MPUD) Development Agreement, which approved an upscale restaurant or bistro at the south end of the retail strip and a café use on the north, as well as interior personal storage units the Marina Grande sales / administration office. Prior to the 8<sup>th</sup> Amendment, the retail spaces could only be used for retail uses and not storage or restaurants. Since the approval of the 8<sup>th</sup> Amendment, a café has been added to the north unit and the storage spaces have been created. However, the south end unit has remained vacant despite the efforts of the owner to lease the space to a tenant who will establish an upscale restaurant or bistro. Although the intention for the storage spaces has been to convert them to retail uses as the need and opportunity arose, such opportunities to convert the storage uses to active retail spaces have not opened up. At this time, although such storage has been offered to the residents of Marina Grande for almost 4 years, less than 45% of the spaces have been utilized. Therefore, there is currently a large amount of underutilized space.

In order to increase opportunities for the south end unit to be occupied, and the conversion of the storage spaces to more active community uses, the property owner is requesting that the following uses be permitted in these spaces:

1. Owner and City mutually agree to the following changes to the retail spaces of the Marina Grande Residential-Based Mixed-Use MPUD, as

amended: Retail Spaces, Including The Space Designated In The Eighth Amendment As Being Reserved For An Upscale Bistro, May With The Approval Of This Ninth Amendment, Also Be Used For Professional Offices such as An Attorney's Office, CPA And Accounting Offices, Dentist Offices, Chiropractic Medical Office And Med-Spa, Medical Doctor's Offices, And The Following Related Activities: Consultation And Assessment, Physiotherapy, Adjustments, Soft Tissue Treatments, Decompressions, Hot And Cold Therapy, Infrared Therapy, Cryotherapy, Stretch Labs, Facials, Foot Detox, Body Detox, IV Therapy, Lab Work, Massage Therapy, Selling Of Supplements And Products, Nutritional Counseling, Botox, Fitness Classes, Physical Exams & EKG, Ultrasound Therapy, Electric Muscle Stimulation Therapy, Weight Loss, Trigger Point Therapy, Hyperbaric Oxygen Therapy, Hydrotherapy.

Additional permitted uses are the following: Pet Grooming, Oxygen Bar, Gym/Fitness, Ice-cream/Frozen Yogurt Shop, Deli/ Sandwich Shop, Pizzeria, Restaurant, Wine Bar, Shipping Store/ UPS Store, Hair/ Barber/Nail Salon, Cigar Lounge, Jet-Ski Rentals (indoor storage and display only), Dry-Cleaning Drop-off and Pick up services, Hair/Barber/Nail Services.

Until such time that demand for these uses increases, the owner would like the prohibition against advertising storage with signage lifted so that he may put up a sign advertising storage. The intent remains to phase out the storage units as demand for more desirable retail and professional uses increases. However, until such time, the owner is attempting to make better use of the large amount of empty storage spaces by advertising to the general public with signage. The signage must comply with the City's signage regulations and storage spaces may be rented to residents of Marina Grande and the public on a "first come first served basis." In considering whether or not to approve the applicant's request, the Commission must consider whether or not the request is consistent with the policies of the City's comprehensive plan. The comprehensive plan's Future Land Use Element, under Policy 1.1.2, addresses what can be permitted under the property's Residential-based mixed-use land use. That information is located in the agenda packet. This policy does not specifically mention the additional uses requested. Therefore, the Board of Planning and Appeals and City Commission are left to their judgment as to whether or not the additional proposed uses are consistent with the Residential-based mixed-use land use. However, it is staff's judgement that the proposed uses are consistent with the *"complementary commercial and other non-residential land uses" portion of the stated land use.* Staff recommends that the City Commission adopt the Ordinance amending the Marina Grande Residential Based Mixed Use Planned Unit Development (MPUD), to add additional uses as proposed in the 9<sup>th</sup> Amendment, for the retail spaces only, located at 235 Riverside Drive.

Frank Lippolis, owner of the Marina Grande Shoppes spoke to the board and staff. Mr. Lippolis explained his intentions for the building units and elaborated on sign approval for the City Commission. There was some discussion amongst the board members at this time.

**Mr. Myer opened public participation.**

Rick Dergen, Holly Hill resident of Marina Grande spoke in favor of this request.

Jim Cameron of Jim Cameron Consulting, Holly Hill spoke in favor of this request.

**Mr. Myer closed public participation.**

At this time, there was discussion amongst the board members and staff regarding the proposed sign that was excluded in the 8th Amendment. There was no one from the audience that spoke against this request. *(A copy of this meeting in its entirety is available upon request in the City Clerk's Office or available online on the city's YouTube channel).*

**There was a recommendation for the 9th Amendment to the MPUD and signage. Mr. Cassata made a motion to recommend moving this item forward to the City Commission for consideration, seconded by Ms. Nguyen. PASSED, 5-0.**

**\*\*\*After some discussion amongst the board members and the applicant, the modification/changes have been included in this set of minutes as well and will be forwarded to the City Commission, should the board recommend approval to moving this agenda item to them.\*\*\***

***(A copy of this meeting in its entirety is available on CD upon request in the City Clerk's Office or available online on the city's YouTube channel).***

**7. Ordinances**

N/A

**8. Old Business**

None

**9. Board/Staff Communications**

None

**10. Adjournment**

The meeting adjourned at approximately 6:40 PM.