



City of Naples

City Council Chamber
735 Eighth Street South
Naples, Florida 34102

Planning Advisory Board Regular Meeting – November 12, 2025 – 8:30 a.m.

It is noted for the record that: 1) all documentation electronically appended hereto is also contained in the file for this meeting with the City Clerk's Office; 2) experts who testified during quasi-judicial hearings were accepted as qualified to do so in their respective fields of expertise; 3) Alternate Member Cooper participated as a voting member for all items below; and 4) added attachments are referenced in red as "Added Attachment".

1) Call to Order

Vice Chair Kapler called the meeting to order.

2) Roll Call

Board Members Present:

William Kapler, Vice Chair

Daniel Barone

John Crees

Gregory Fowler

Andrew Mair

Scott Schultz

Garey Cooper, Alternate Member

Board Members Absent:

Patrick Coughlan, Chair

Amy Lockhart, Non-Voting School Board Rep.

Staff Present:

Andrew Dickman, Assistant City Attorney

Mari Gallet, Assistant City Manager

Erica Martin, Planning Director

Daniel Ohrenstein, City Engineer

Tasheema Smith, Senior Planner

Ali Duran, Executive Assistant

Petitioners and/or Agents:

Stacy Vermynen

3) Pledge of Allegiance

Vice Chair Kapler led the Pledge of Allegiance.

4) Changes to the Agenda

Planning Director Erica Martin informed the Board that Item 7.A was withdrawn.

5) Public Comment

None.

6) Approval of Minutes

MOTION by Mair to APPROVE the October 8, 2025 meeting minutes; seconded by Schultz and carried 7-0 (Barone-yes, Cooper-yes, Crees-yes, Fowler-yes, Mair-yes, Schultz-yes, Kapler-yes, Coughlan-absent).

[2025-1008 pab minutes](#)

7) Public Hearing(s)

7.A) A Resolution Determining Appeal of an Administrative Decision Petition 25-AA2, Relating to an Appeal Pursuant to Section 2-84 of the Code of Ordinances of the City of Naples to Challenge a Staff Determination Regarding the Classification of a Proposed Project as a Marina, as Defined in Section 44-8 of the Code of Ordinances, City of Naples, and to a Staff Determination That Underground Parking Cannot be

Administratively Approved, Pursuant to a Motion Approved by City Council on September 20, 2023 for the Property Owned by Viceroy Naples, LLC, Located at 599 River Point Drive, More Fully Described Herein; and Providing an Effective Date.

Withdrawn (See Item 4).

[Staff Memorandum \(reissued 11-10-2025\)](#)

[Staff Memorandum](#)

[Viceroy Administrative Appeal Application](#)

[22-SP8 RAI Letter 7-14-2025](#)

[SUB 5- SITE PLAN RESPONSE LETTER](#)

[SUB 5- REV ARCHITECTURAL PLANS](#)

[SUB 4-REV OPERATING PLAN](#)

[Underground Parking Opinion - Vose 9-13-2023](#)

[Credentials - Planning Department](#)

[Public Mailing Addresses](#)

[Noticing Statement 25-AA2](#)

[Petitioner's Presentation](#)

7.B) A Resolution Determining Petition 25-V6, Relating to a Variance Pursuant to Section 56-41 of the Code Of Ordinances, City Of Naples, to Allow a Home Generator to Encroach Approximately Three and a Half Feet into the Required Minimum Rear Yard Pursuant to Section 58-176 of the Code of Ordinances, City Of Naples, for the Property Owned by Stacy B. Vermynen Declaration of Trust, and Located at 255 1st Avenue North, More Fully Described Herein; and Providing an Effective Date.

Vice Chair Kapler read the title of the Item. This being a quasi-judicial proceeding, Notary Public Ali Duran administered an Oath to those intending to testify; all responded in the affirmative. Members then made the following ex parte disclosures: Cooper, Mair, Barone, Kapler, and Crees / had no information to disclose; Schultz / walked the property and had nothing further to disclose; and Fowler / resides in the vicinity of the project and the owners are acquaintances. He served on the Old Naples Association Board of Directors with Mrs. Vermynen. He spoke with Mrs. Vermynen about the project, declined a home visit, and read the documents included in the meeting packet. Assistant City Attorney Andrew Dickman stated that Member Fowler did not need to recuse himself due to not having a financial gain or loss pending the result of the hearing.

Property Owner Stacy Vermynen utilized an electronic presentation to provide an overview of a request to obtain a variance to place a generator three and one-half feet into the rear yard setback located at 255 1st Avenue North. She explained that this location was adjacent to the air conditioning equipment and was surrounded by a wall on one side and existing landscaping on the other sides, which would provide a visual barrier from the alleyway to the north. She further noted that the generator will sit on an aluminum stand that is four feet tall, as required by Federal Emergency Management Agency (FEMA) standards. Ms. Vermynen informed the Board that the alternative placement would require the removal of landscaping and two palm trees that compose an allée in the backyard.

Discussion ensued, and Members considered the distance the generator will be from the adjacent properties and alleyway, and methods to ensure compliance with the codes regulating noise.

Senior Planner Tasheema Lewis testified on behalf of the City and provided an overview of the staff report and the conditions contained therein. She stated that staff mailed 199 letters to neighboring property owners and received one correspondence supporting the petition. Senior Planner Lewis stated that staff applied the variance criteria in Section 46-37(c) to Variance Petition 25-V6 and found that the petition did not substantially meet the following Threshold criteria:

1. Literal interpretation of the Code would cause an unnecessary or unreasonable hardship, or would deprive the applicant of the reasonable use of the property.
5. The applicant has taken all reasonable steps to mitigate, relocate, or redesign the structure so that a variance would be unnecessary.

She noted that all Additional Criteria were met except Criterion 4 (The variance is necessary for the construction, reconstruction, or preservation of contributing historical buildings and structures and maintains the historical or architectural style, form, or character of the original building in keeping with the period when it was built), which did not apply to the request.

Public Comment: None.

MOTION by Schultz to RECOMMEND APPROVAL of Resolution 25-V6, subject to the added condition that mechanisms to mitigate noise emission will be installed; seconded by Crees and carried 7-0 (Barone-yes, Cooper-yes, Crees-yes, Fowler-yes, Mair-yes, Schultz-yes, Kapler-yes, Coughlan-absent).

[Staff Report](#)

[Resolution](#)

[Application](#)

[Disclosure of Interest - Property Owner](#)

[Warranty Deed](#)

[Survey](#)

[Architectural Plans](#)

[Credentials - Staff](#)

[Public Notice Mailing Addresses](#)

[Correspondence](#)

[Affidavit of Sign Posting](#)

[Presentation \(Petitioner **Added Attachment**\)](#)

8) Comprehensive Plan Update

8.A) Update on Naples 2045, the elective changes to the City of Naples Comprehensive Plan.

Planning Director Erica Martin referred to the Staff Memorandum, noting that the first public engagement meeting will take place on November 13, 2025. She informed the Board that the flier included in the meeting packet was posted throughout the City, on the Naples 2045 website, shared on social media, and sent to residents via email blasts. Planning Director Martin noted that the City Council decided to keep the original public engagement meeting schedule and made the determination that Public Officials, including Board and Committee Members, were permitted to attend and observe the public engagement meetings, but were not to participate in discussions.

Discussion ensued, and some Members took exception to the City Council's decisions as well as expressed frustration that Johnson Engineering did not have a means to determine the level of success for the public engagement meeting turnout.

The Board then discussed concerns related to attendance at the public engagement meetings, the adequacy of the meeting advertisements, the limited availability of the online survey, and the inclusion of cybersecurity within the Comprehensive Plan.

Vice Chair Kapler asked for information regarding the maximum occupancy of the public engagement meeting rooms and the number of participants in past surveys. Member Schultz asked that Johnson Engineering provide a list of all City and County projects that they were involved with and who they represented for those projects. Members asked staff to provide the attendance counts after the December 11, 2025 meeting as well as the information about the Chair, should the meeting be conducted as a Roundtable. Planning Director Martin stated she will also provide the number of attendees from recent public engagement and town hall meetings.

MOTION by Fowler to RECOMMEND THE CITY COUNCIL CONSIDER an additional public engagement meeting in early January 2026, depending on the resident turnout at the November 13, 2025 public engagement meeting; seconded by Mair and carried 6-1 (Barone-yes, Cooper-yes, Crees-yes, Fowler-yes, Mair-yes, Schultz-no, Kapler-yes, Coughlan-absent).

[Staff Memorandum](#)

[Naples 2045 Community Workshop Invite](#)

9) Traffic Study Update

Planning Director Erica Martin introduced the Item, and City Engineer Daniel Ohrenstein provided a brief update, noting that Johnson Engineering will present the final Study findings and recommendations to City Council on December 8, 2025. A brief discussion ensued, and Planning Director Martin stated that a final draft of the Study findings will be presented to the Board when completed.

[PAB Traffic Study Update November 2025](#)

10) Public Comment

None.

11) Correspondence and Communication

11.A) Planning Advisory Board 2026 Meeting Schedule.

Planning Director Erica Martin provided the 2026 Planning Advisory Board Meeting schedule. She also informed the Board that a joint meeting between the Board and the City Council is scheduled for January 20, 2026.

CONSENSUS reached to accept the 2026 Planning Advisory Board Meeting Schedule.

Member Fowler asked that the City's Critical Assets and Facilities Adaptation Plan be provided to the Board, noting that it provided history regarding the City's actions regarding resiliency and information regarding future projects.

[2026 PAB Schedule](#)

12) Adjourn

10:31 a.m.

Patrick Coughlan, Chair

Patricia L. Rambosk, City Clerk

Minutes prepared by:

Ali Duran, Executive Assistant

Minutes Approved: 12/11/2025.