

Building and Construction Advisory Committee

The Building and Construction Advisory Committee met in regular session on **Wednesday, October 8, 2025**, at **1:00 p.m.**, in the Space Coast Room, Building C, Brevard County Government Center, 2725 Judge Fran Jamieson Way, Viera, Florida.

The meeting was called to order at 1:00 p.m.

Board members present: Ralph Durham, Vice Chair (D4); Rick Cofer (D2), Debbie Thomas (D3), and Thomas Brandon (D4)

Staff members present: Billy Prasad, Director (Planning and Development); Terry Talbert, Chief Building Official (Planning and Development); Robert Bitgood, Deputy Building Official (Planning and Development); Trina Gilliam, Planning and Zoning Manager (Planning and Development); Derrick Hughey, Associate Planner (Planning and Development); and Jordan Sagosz, Operations Support Specialist (Planning and Development).

Approval of the June 11, 2025, BCAC Minutes

Motion to approve the BCAC minutes of June 11, 2025, by Thomas Brandon, seconded by Debbie Thomas. The motion passed unanimously.

Item 1. Request for Recommendation: Draft Ordinance Amending Brevard County Code Chapter 62, Article IX, to allow for specified signage at public parks owned and operated by Community Development Districts regardless of zoning classification.

Trina Gilliam spoke to the item. She said what we are looking for is your recommendation on what you feel the appropriate size for signage for a park. That would be for a community development district park. We would also want a recommendation if it should be for private parks or should it include public parks. She explained that to her understanding, the Parks department doesn't have a sign code regulation. She said we look for your input on that.

Debbie Thomas said she sees the allowance is ranging from 0-75 sq. ft., and she asked if 75 sq. ft. would be the max.

Ms. Gilliam answered yes, for one sign. Cumulative would be 150 sq. ft. if they had two signs.

Ms. Thomas said so it would depend on the needs for each individual park and if they would need one or two signs or a larger or smaller sign.

Ms. Gilliam said correct.

Ralph Durham said so it is currently based on building area and a lot of parks don't have very many buildings.

Ms. Gilliam said exactly.

Thomas Brandon said there are pavilions but that's about it.

Mr. Durham asked if there was something in mind that they'd like to see at all of them, from public to private.

Ms. Gilliam explained that with the example of Pieloch Park, they have food trucks and things like that. The vision is for communities like that to be able to display when they're having an event and invite the public.

Mr. Durham asked if there was a square footage in mind.

Ms. Gilliam answered the square footage would be the 75.

Mr. Durham said you don't want to go larger.

Ms. Gilliam responded it's not necessary, she thinks 75 is big.

Mr. Durham asked what that equates to.

Rick Cofer said he thinks it would be a 4x4 or 4x8 at the most.

Ms. Thomas asked if private money would be paying for the sign to be made, not county or city money. She said if that's the case they probably won't want to go that large.

Mr. Brandon said so these are privately funded signs.

Ms. Gilliam said yes.

Mr. Durham asked if the permitting process is required.

Terry Talbert answered yes.

Mr. Brandon asked if these would be permanently posted signs.

Ms. Gilliam said they would be permanent.

Mr. Durham asked if it would be a reader board like at Wickham Park where they put information up.

Ms. Gilliam asked if that was a movable sign.

Mr. Durham said no, 4x4s in the ground. The reader board is changed manually.

Ms. Gilliam said okay, they would have that option to do a reader board or electronic.

Mr. Brandon asked if there was a limit to how many signs entities could put.

Ms. Gilliam responded two would be the limit.

Mr. Durham said two at 75 sq. ft.

Ms. Gilliam continued up to 150 sq. ft.

Mr. Brandon asked if that was for the entire park or per vendor.

Ms. Gilliam said no, for the entire park.

Mr. Durham said so if they have multiple entrances they might need two signs, like Wickham, that's a County park. He asked if there were a lot of private parks around.

Ms. Gilliam answered she didn't know how many community development parks there are, but she can think of a few.

Ms. Thomas asked if that would include municipalities. Is it considered under that or no?

Ms. Gilliam answered it would be for Community Development Districts that are within the County's jurisdiction.

Motion to recommend approval as stated by Debbie Thomas, seconded by Rick Cofer. The motion passed unanimously.

Building Report

Terry Talbert presented to the Board a copy of the building report. He explained we're slowing down a little bit, permit wise. He explained we've been slammed over the past couple of years, and it was tough to keep up, so now we're able to catch up. If you look at the calendar year of permits issued, it's higher than it was last year, but it'll start slowing down more as we get to November and December. Single-Family dwelling residential permits stepped up again from August to September, but he expects it to go down again for October and November. He said he spoke to Viera Builders, and they have slowed down a little bit, they have spec houses built that are sitting. He said he thinks they're going to stop building those for now. Roofing permits have jumped down because we've had no major storms or hurricanes this year. He said the monthly inspections stay about the same as far as the staff and how many inspections we do. He explained there's a lot of people using the BASS system now compared to what comes in through the phone. We're trying to get more people to use the BASS system. He explained when the new upgrade comes out around January, there's a new system coming in that will walk a person through step by step and it will help a lot of people with customer service.

Mr. Durham asked if the number of private inspections is reflected in the report.

Mr. Talbert said this only gives our staff, BASS, and virtual inspections.

Mr. Durham asked if that was through a private inspector.

Mr. Talbert answered no, they will take pictures while they're on site and upload it to the system. He said we can give a better inspection through the virtual inspection. He explained that with a roof inspection, for example, because we don't climb on the roofs. We can get a better look with the pictures through the virtual inspection. He said it's hard for the customers to be home when they need inspections done.

Mr. Brandon asked what the process was to use the virtual system.

Mr. Talbert said it's very simple, anybody can do it. It's an app you download, put the permit number in, and the pictures and it's done.

Mr. Durham said it's always hard to finish the job and have the inspection, the people don't want to be there and that's problematic.

Mr. Talbert said there was a problem with permits expiring because the people didn't want to be there.

Mr. Brandon asked what the turnaround time for the virtual inspections.

Mr. Talbert answered same day usually. We always have three people looking at them.

Mr. Talbert continued and said for the monthly inspection request, more people are using the BASS system now. It shows how many inspections are done by JPI, which is our contractor. Private inspectors are hired by the contractor to do the inspections instead of us. It's not very much at all, maybe 2-3%.

Mr. Durham said this helps with multi-family dwellings which you have a bunch of going right now.

Mr. Talbert said it really helped for the Merritt Island hospital, and they need inspections every day and we don't have enough people for that.

Mr. Brnadon asked if the private companies had to register with the County.

Mr. Talbert said yes, they must have all the licensing. Anyone who inspects for them must have all their certification. If they accept that job, they're responsible for it. The County has no responsibility for that job anymore. If anything goes wrong, it's up to them and their licenses.

Mr. Brandon asked if they also did plan review.

Mr. Talbert answered yes, building only. No Fire, Natural Resources, no zoning, nothing like that. He said then the report shows us the inspections performed and we're not too far off from last year.

Mr. Brandon said that's kind of surprising, he thought things would be slower.

Mr. Talbert said he thought so too, but over the next couple months he thinks it will finally drop down.

Mr. Brnadon asked if the data separated commercial from single-family.

Mr. Talbert said it's not in the report, but we can run a report.

Mr. Brandon said he would be curious to see what the commercial reports look like.

Mr. Talbert introduced Robert Bitgood as the new Deputy Building Official.

No public comment.

Motion to adjourn by Thomas Brandon, seconded by Debbie Thomas.

The meeting was adjourned at 1:17 p.m.