



PLANNING AND ZONING BOARD MEETING

City Hall – Council Chamber
405 Bagshaw Way, Edgewood, Florida
Monday, February 9, 2026 at 6:30 PM

David Nelson
Chair

Caleb Castro
Vice-Chair

Evan Franco
Board Member

Todd Nolan
Board Member

Angie Sharp
Board Member

MINUTES

These minutes provide a summary of the key discussions and decisions made during the February 9, 2026 Planning & Zoning Board Meeting. A complete audio recording of the meeting is available for public review for one year. After one year, the City will dispose of the recording in accordance with applicable regulations. To access the recording, please contact Edgewood City Hall at 407-851-2920.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair Nelson called the meeting to order at 6:31 pm and led everyone in the Pledge of Allegiance.

ROLL CALL AND DETERMINATION OF QUORUM

Administrative Project Manager Sollazzo confirmed a quorum with three (3) board members present. Board Member Nolan had an excused absence, and Vice Chair Castro had not notified staff of an absence. Vice Chair Castro arrived at 6:43 pm, at which time the quorum increased to four (4) board members present.

BOARD MEMBERS PRESENT

Chair David Nelson
Vice Chair Caleb Castro (arrived at 6:43 pm)
Board Member Evan Franco
Board Member Angie Sharp

STAFF PRESENT

Brett Sollazzo, Administrative Project Manager
Drew Smith, City Attorney
Ellen Hardgrove, City Planner
Allen Lane, City Attorney
Michael Fraticelli, Police Sergeant

BOARD MEMBERS ABSENT

Board Member Todd Nolan

APPROVAL OF MINUTES

January 12, 2026 Planning & Zoning Meeting Minutes

Chair Nelson made a motion to approve the January 12, 2026 Planning and Zoning meeting minutes as presented. The motion was seconded by Board Member Sharp. Approved (3/0) by voice vote.

NEW BUSINESS

1. VARIANCE 2026-01: 4905 LAKE GATLIN WOODS COURT BOAT DOCK

Engineer Lane presented Variance 2026-01 for 4905 Lake Gatlin Woods Court. The subject property is a lakefront lot with approximately 23 feet of shoreline frontage along Lake Gatlin, as shown on the survey included in the meeting packet.

Engineer Lane explained that the applicant is requesting two side setback variances to allow a proposed dock to be set back three (3) feet from both the north and south property lines in lieu of the required ten (10) feet, as required by Chapter 14-11(B)(1) of the City Code for lots with less than 100 feet of shoreline frontage. Given the limited 23-foot-wide shoreline, compliance with the 10-foot setbacks would significantly restrict the ability to construct a functional dock.

Engineer Lane also addressed the third variance request related to dock size. The Code limits the maximum terminal platform area to 12 times the linear shoreline frontage. With 23 feet of frontage, the maximum permitted terminal platform area would be 276 square feet. The application indicated a proposed 405-square-foot terminal platform;

however, upon review, Engineer Lane clarified that the actual walkable terminal platform area is 175 square feet. As this is below the 276-square-foot maximum allowed by Code, staff determined that the size variance is not necessary.

Engineer Lane confirmed that he had reviewed the application, site plan, and supporting materials. He stated that he had no objection to approval of the side setback variances. In response to a question from Chair Nelson regarding whether the terminal area included space under roof, Engineer Lane clarified that the calculation applies to the walkable area, including the area under the boat slip itself.

Sean Milligan and Megan Milligan, the homeowners and applicants, addressed the Board. They stated that the lot was originally platted in 1977 and that no changes have been made to the property configuration since that time. They explained that the dock was designed as a minimal structure with a lift and a roof cover, consistent in scale and character with neighboring docks.

PUBLIC COMMENT

Ian, Finn, and Rory Milligan, the homeowners’ children, spoke in support of the request. They asked the Board to recommend approval of the dock variance so their family can continue to have access to the water. There were no additional public comments.

After public comment, a brief discussion took place between Board Members and Staff. Staff clarified that the third variance for dock size does not appear to be necessary based on the corrected terminal platform calculation.

MOTION & ROLL CALL VOTE

Chair Nelson made a motion to recommend approval of Variance 2026-01 to allow a 3-foot setback from the north and south property lines in lieu of the required 10-foot setbacks. The motion was seconded by Board Member Franco and approved (4/0) by roll call vote.

Chair Nelson	Favor
Vice Chair Castro	Favor
Board Member Franco	Favor
Board Member Sharp	Favor
Board Member Nolan	Absent

2. 4901 S ORANGE AVE. MOSAIC SALON SITE PLAN APPROVAL

Planner Hardgrove presented the Site Plan for 4901 South Orange Avenue, the site of the former Baldwin Fairchild Funeral Home. The subject property was originally approved in 1982 as part of "Versailles Plaza III". She explained that although the property has since been separated from that original site plan, the parking lots remain physically linked. The applicant is proposing significant improvements to the site by transforming the building into a two-suite, multi-tenant commercial space. This scope of work includes interior structural alterations, a modernization of the building facade, and comprehensive parking lot upgrades.

Planner Hardgrove noted that the site plan significantly improves the property’s functional quality by repaving and restriping the parking lot, providing a screened dumpster enclosure, and locating ADA-compliant stalls and ramps adjacent to the entrance. Regarding landscaping, she clarified that because no building expansion is proposed, the lot remains governed by 1974 landscaping standards. However, the applicant is proposing additional landscaping and agreed to follow the City’s Landscape Architect recommendation to replace the three existing crape myrtles along Orange Avenue since they have been damaged beyond recovery and should be replaced. Staff recommended approval subject to two conditions: the replacement of these crape myrtles with evergreen understory trees—which are more consistent with the

ECD corridor design and safer for overhead utility lines—and the recording of a formal cross-access easement to preserve the Code-required connection with the property to the south.

In response to a question from Vice Chair Castro regarding changes to the parking count or the existing apron, Planner Hardgrove clarified that there are no changes proposed for the apron. She stated the project focuses on cleaning up the parking layout and relocating ADA spaces, noting that the on-site parking is sufficient for the proposed use.

Mike Van den Abbeel, salon owner and applicant, addressed the Board. He expressed his appreciation for the expedited process and stated that as an owner-occupier who also operates in the Ivanhoe and Milk Districts, he has a deep interest in the property's long-term care. He confirmed that he has no objections to the tree replacement condition and has wanted to establish a presence in Edgewood for some time.

PUBLIC COMMENT

There was no public comment.

MOTION & ROLL CALL VOTE

Board Member Sharp made a motion to recommend approval of the Mosaic Salon site plan, dated received February 3 2026, for the property at 4901 South Orange Avenue, subject to the following conditions:

1. Prior to issuance of the Certificate of Occupancy, a cross-access easement must be recorded in the Orange County public records to ensure vehicular and pedestrian connectivity with the adjacent Versailles Plaza III property to the south.
2. The three existing crape myrtles along Orange Avenue shall be replaced with evergreen understory trees approved by the City's Landscape Architect.

The motion was seconded by Vice Chair Castro and approved (4/0) by roll call vote.

Chair Nelson	Favor
Vice Chair Castro	Favor
Board Member Franco	Favor
Board Member Sharp	Favor
Board Member Nolan	Absent

3. SPECIAL EXCEPTION 2026-02: THRIVE SALON SUITES TATTOOING

Planner Hardgrove presented the Special Exception Application for a tattoo establishment located at 5631 South Orange Avenue, within the Edgewood Isle Shopping Center. She explained that this application was submitted as a remedial action after a code enforcement discovery revealed a tattoo business operating without the required Special Exception approval. The proposed business is situated inside "Thrive Studio Suites," an existing salon featuring individual suites for various personal services.

Planner Hardgrove detailed the specific zoning requirements for tattoo establishments, including the mandate that they not be located within 1,500 feet of an existing tattoo business. She noted that while a shop (Next Tatt2) was previously located at 5906 South Orange Avenue within that range, a recent site visit confirmed the space is vacant and for rent, thereby satisfying the separation requirement. Staff recommended approval of the Special Exception subject to a condition for window transparency to remain consistent with the pedestrian-oriented goals of the Edgewood Commercial District (ECD).

In response to a question from Chair Nelson regarding whether the Code-mandated time restrictions of 8:00 a.m. to 9:00 p.m. still applied if the business was located inside a salon, Attorney Smith and Planner Hardgrove confirmed that the restrictions remain in effect.

Shante Buggs, the owner and applicant, addressed the Board and stated she has been in Edgewood since early 2022. She explained that she had two tattoo professionals in the space without initially realizing a Special Exception was required. Following a cease-and-desist order, one professional left, and the other now wishes to return to the location. Ms. Buggs described her business as a professional, low-traffic model that operates primarily on an appointment-only basis with no exterior signage. She noted that because the studio is located deep within the building, with other suites like a nail salon occupying the windowed spaces, the tattooing activity is not visible from the outside. She expressed a desire to remain inclusive and competitive within the current market while operating as a professional tenant.

PUBLIC COMMENT

There was no public comment.

MOTION & ROLL CALL VOTE

Chair Nelson made a motion to recommend approval of Special Exception 2026-02 to allow a tattoo establishment at 5631 South Orange Avenue (Thrive Studio Suites) subject to the following condition:

- The street-facing windows and doors shall maintain transparency, including but not limited to: no use of opaque window tints, curtains, or "blacked-out" vinyl wraps, and no placement of interior fixtures or furniture that would obstruct views into the studio from the exterior.

The motion was seconded by Vice Chair Castro and approved (4/0) by roll call vote.

Chair Nelson	Favor
Vice Chair Castro	Favor
Board Member Franco	Favor
Board Member Sharp	Favor
Board Member Nolan	Absent

UNFINISHED BUSINESS

1. PROPOSED PARKING REGULATIONS UPDATE

Planner Hardgrove presented a briefing on the proposed parking regulation update, addressing the "Regulatory Dilemma" where older buildings often fail to meet modern parking requirements, leading to vacancies and blight. She noted Council’s consensus for a "market-lenient" hybrid model that allows for parking relief in exchange for property improvements, which is consistent P&Z’s discussion from January.

Planner Hardgrove explained that the proposal will be sent to Board members in the near future and summarized the approach as a Tiered/Duration Model, where the length of a parking waiver is directly linked to the quality of site improvements. The model consists of three levels:

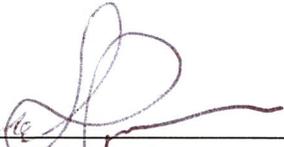
- **Tier 1 ("Paint-and-Patch"):** A 2-year waiver focused on immediate blight removal, requiring cosmetic refreshes, site maintenance, and clear window displays.
- **Tier 2 (Transitional Investment):** A 5-year waiver requiring cumulative Tier 1 improvements plus pedestrian infrastructure, narrowed driveways for access management, and dumpster screening.

- **Tier 3 (Permanent Asset):** An indefinite waiver requiring full integration into the City's architectural vision, including a high-quality façade overhaul, residential buffering with 7-foot brick walls, and permanent concrete connectivity to public sidewalks.

Planner Hardgrove concluded by noting that this model provides immediate utility for owners of previously "un-leasable" buildings while ensuring the City receives incremental aesthetic and safety upgrades. She indicated that this overview sets the stage for what the Board can expect as the regulations move toward formalization in upcoming meetings.

ADJOURNMENT

The meeting was adjourned at 7:14 PM.



David Nelson, Chair



Brett Sollazzo, Administrative Project Manager