

PLANNING AND ZONING BOARD MEETING

City Hall – Council Chamber
405 Bagshaw Way, Edgewood, Florida
July 13, 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 July 13, 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 6:30 pm and led everyone in the Pledge of Allegiance.

ROLL CALL AND DETERMINATION OF QUORUM

Administrative Project Manager Sollazzo confirmed a quorum with all five (5) board members present.

BOARD MEMBERS PRESENT

Chair David Nelson
Vice Chair Caleb Castro
Board Member Evan Franco
Board Member Todd Nolan
Board Member Angie Sharp

STAFF PRESENT

Brett Sollazzo. Administrative Project Manager
Holli New, City Attorney
Ellen Hardgrove, City Planner
Michael Fraticelli, Sergeant

APPROVAL OF MINUTES

May 11, 2026 Planning & Zoning Meeting Minutes

MOTION & VOICE VOTE

Chair Nelson made a motion to approve the May 11, 2026 Planning and Zoning meeting minutes as presented. The motion was seconded by Vice Chair Castro and approved 5-0 by voice vote.

NEW BUSINESS

1. ORDINANCE 2026-04: MANUFACTURED & MODULAR HOMES

The Planning and Zoning Board reviewed proposed Ordinance 2026-04, which will amend Chapter 134, "Zoning," of the City of Edgewood Code of Ordinances to align the City's regulations with recent changes to Florida law concerning manufactured and modular homes in single-family zoning districts. The ordinance revises the definitions of "Dwelling," "Dwelling, Single-Family," "Mobile Home," and "Modular Home," removes the blanket prohibition on qualifying off-site constructed single-family dwellings, and establishes architectural and development standards for single-family dwellings.

Planner Hardgrove presented the proposed amendments and explained that recent amendments to Chapter 553, Florida Statutes, require state-approved modular buildings and HUD-compliant manufactured homes to be permitted in zoning districts where traditional site-built single-family detached homes are allowed. The proposed ordinance would bring the City into compliance. As allowed by the State legislation, the ordinance includes architectural and structural standards to promote compatibility of the permissible mobile/modular homes with the conventionally built single-family dwellings.

The Board reviewed the proposed Architectural and Development Standards for Single-Family Dwellings, including requirements related to foundations and perimeter enclosures, primary entrances, internal connections between rooms, kitchens and food preparation areas, utility infrastructure, garages, and exterior finishing materials. The Board discussed whether the City Code adequately references the Florida Building Code. Planner Hardgrove confirmed that the Florida Building Code is referenced, including in relation to foundation and perimeter enclosure requirements.

The Board discussed provisions intended to prevent the unauthorized conversion of single-family residences into multiple dwelling units, including requirements addressing internal access, additional kitchens, and utility infrastructure. The Board specifically discussed proposed limitations on additional electrical service and 220/240-volt receptacles. Concerns were raised that the proposed limitations could affect typical residential uses beyond kitchen appliances. Planner Hardgrove stated that she would further review the utility infrastructure provisions, including the potential need to accommodate a solar meter. The Board discussed revising the language to more specifically address 220/240-volt electrical infrastructure associated with cooking appliances.

The Board discussed the proposed architectural standards and agreed to retain the requirement. The Board then discussed the proposed exterior finishing material requirement for street-facing facades. After discussion, the Board expressed a preference to remove this requirement from the ordinance. The Board also discussed whether landscaping requirements should apply to single-family residences. The Board requested that landscaping requirements be considered and incorporated into the ordinance.

Planner Hardgrove also asked for the Board's opinion regarding accessory dwelling units (ADUs) within the City. The Board generally expressed support for allowing ADUs in the City.

Based on the discussion and requested revisions, the Board determined that additional changes were necessary before making their final motion and recommendation on the ordinance.

PUBLIC COMMENT

There was no public comment.

MOTION & VOICE VOTE

Vice Chair Castro made a motion to table Ordinance 2026-04 until the next scheduled Planning and Zoning meeting. The motion was seconded by Board Member Sharp and approved 5-0 by voice vote.

2. ORDINANCE 2026-05: FENCE REGULATIONS SCRIVENER'S ERROR CORRECTION

The Planning and Zoning Board reviewed proposed Ordinance 2026-05, which will amend Section 134-517, "Fences/Screening Walls," of the City of Edgewood Code of Ordinances to formally include wrought iron and powder-coated aluminum in a style of wrought iron within the list of permitted fencing and wall materials.

Planner Hardgrove presented the proposed amendment and explained that it corrects a clerical omission in the consolidated list of pre-approved permanent fence materials under Section 134-517(d)(1). She noted that wrought iron and powder-coated aluminum designed to mimic wrought iron are already recognized as permissible materials elsewhere in the City's fence regulations but were inadvertently left off the consolidated list during the 2025 fence regulation update. Any material not on that pre-approved list requires a costly and time-consuming Special Exception hearing before the Board and City Council, and the amendment is intended to align the Code with the City's long-standing policy on acceptable fencing materials.

The Board had no substantive discussion of the ordinance, noting that it addressed a straightforward clerical correction rather than a substantive policy change.

PUBLIC COMMENT

There was no public comment.

MOTION & ROLL CALL VOTE

Vice Chair Castro made a motion to recommend approval of Ordinance 2026-05 as presented. The motion was seconded by Chair Nelson and approved 5-0 by roll call vote.

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

3. ORDINANCE 2026-06: SMOKE SHOP & CONVEINEICE STORE DEFINITIONS

The Planning and Zoning Board reviewed Ordinance 2026-06, which amends Chapter 134, "Zoning," Article I, "In General," Section 134-1, "Definitions," of the City of Edgewood Code of Ordinances to add formal definitions for "Convenience Store" and "Tobacco and E-Cigarette/Vape Shop," and to establish an amortization and compliance procedure for existing nonconforming uses.

Planner Hardgrove presented the proposed ordinance and explained that Tobacco and E-Cigarette/Vape Shops are not a permitted use in any zoning district within the City, but that the current Code lacks the objective standards necessary to distinguish such a use from a standard retail establishment, particularly a convenience store, that sells tobacco or vaping products only as a minor, incidental part of its overall inventory. The proposed ordinance establishes measurable thresholds based on floor area and product inventory to draw that line, and creates a framework to bring any pre-existing, nonconforming retail operations into compliance over time.

The Board reviewed the three proposed criteria under which a place of business would be considered a Tobacco and E-Cigarette/Vape Shop: a floor-area threshold tied to shelving or display space dedicated to tobacco or e-cigarette products; a paraphernalia threshold applicable regardless of floor area; and a customer-access threshold requiring that such products be sold exclusively through behind-the-counter transactions.

The Board discussed whether the proposed definitions adequately addressed other products often sold alongside tobacco and vaping products in similar retail settings, including synthetic or artificial drugs and substances intended to mimic the effects of controlled substances. The Board expressed concern that a business could otherwise fall outside the definition of a Tobacco and E-Cigarette/Vape Shop while still selling these types of substances and requested that a fourth criterion be added to capture the sale, barter, exchange, or distribution of any synthetic or artificial drugs, including substances classified or controlled under Section 893.035, Florida Statutes, or successor statutes.

The Board also reviewed the proposed amortization procedure for existing nonconforming uses, including the one-year compliance period, the process for requesting an extension based on economic hardship, and the criteria the Council would consider in evaluating such a request. The Board did not raise further concerns regarding the amortization provisions.

PUBLIC COMMENT

There was no public comment.

MOTION & ROLL CALL VOTE

Vice Chair Castro made a motion to recommend approval of Ordinance 2026-06 as presented, with the addition of a fourth criterion to the "Tobacco and E-Cigarette/Vape Shop" definition addressing the sale, barter, exchange, or distribution of synthetic or artificial drugs. The motion was seconded by Board Member Sharp and approved 5-0 by roll call vote.

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

4. DISCUSSION ITEM: DUMPSTER REGULATIONS

The Planning and Zoning Board received a presentation regarding a future Dumpster & Solid Waste Screening Ordinance, which would amend Chapters 30, 114, and 134 of the City of Edgewood Code of Ordinances.

Planner Hardgrove and Administrative & Permitting Manager Sollazzo presented the item, explaining that dumpster regulations are currently scattered across three separate chapters of the Code, at times producing conflicting requirements regarding yard placement, setbacks, and screening. Staff explained that the intent of the forthcoming ordinance is to consolidate these requirements into a single standard under Chapter 30, Section 30-49, eliminating conflicts among the other chapters and ensuring dumpster placement is compatible with surrounding land uses.

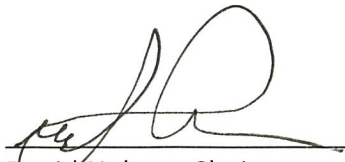
Staff informed the Board that, independent of the proposed changes, all dumpsters in the City have been subject to a mandatory amortization deadline since 2001, with no grandfathered exemptions. She recommended that the Board take the next month to drive around the city, particularly along Force Four and Commerce Drives, to notice dumpsters and the compliance issues particularly that no dumpster is to be located in a required front yard, nor in a side or rear yard fronting a public road where it is visible from any road or adjacent residence.

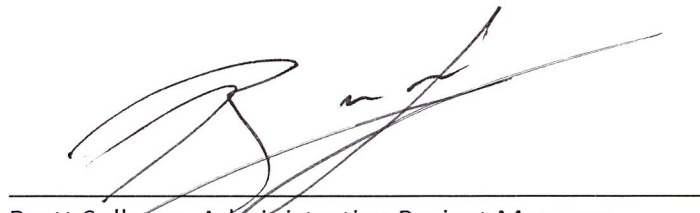
The Board's discussion was limited, as this item was presented for informational purposes only in advance of further discussion at a future meeting. The Board's primary concern was the apparent lack of code enforcement with respect to existing noncompliant dumpster locations, and Board members asked why these violations had not previously been addressed. Staff indicated that the enforcement and compliance strategy for existing, noncompliant dumpsters would be a focus of discussion once the new regulation is adopted.

No action was taken by the Board on this item.

ADJOURNMENT

The meeting was adjourned at 7:55 PM.



David Nelson, Chair

Brett Sollazzo, Administrative Project Manager