



# PLANNING AND ZONING BOARD MEETING

City Hall – Council Chamber  
405 Bagshaw Way, Edgewood, Florida  
Monday, April 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

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## MINUTES

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*These minutes provide a summary of the key discussions and decisions made during the April 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

### APPROVAL OF MINUTES

March 9, 2026 Planning & Zoning Meeting Minutes

Following review by Chair Nelson, it was determined that a statement on page 3 regarding overflow parking required clarification to avoid being interpreted as authorization for parking in unauthorized areas.

- Printed Language: "If parking demand exceeds available stalls, vehicles may park in non-designated areas, such as fire lanes, drive aisles, or unpaved vehicular use areas."
- Revised Language: "If parking demand exceeds available stalls, vehicles may be observed parking in non-designated areas, such as fire lanes, drive aisles, or unpaved vehicular use areas."

### MOTION & VOICE VOTE

Chair Nelson made a motion to approve the March 9, 2026 Planning and Zoning meeting minutes with the revised language as presented. The motion was seconded by Vice Chair Castro. The motion passed (5-0) by voice vote.

### NEW BUSINESS

#### 1. 301 MARY JESS RD. – OFFICE ADDITION SITE PLAN APPROVAL

The Planning and Zoning Board reviewed a request for approval of a minor site plan amendment for the property located at 301 West Mary Jess Road, on the north side of Mary Jess Road. The applicant, L&W Supply, proposed converting an existing covered outdoor storage area into enclosed building space.

Planner Hardgrove began by giving an overview of the proposed office addition and the overall site. She explained that the property operates as a wholesale building supply facility exceeding 50,000 square feet and is classified as a legally nonconforming use, as it predates current zoning regulations that would otherwise require a Special Exception due to its agency to residential districts

Planner Hardgrove then explained that pursuant to Section 134-38(c) of the City Code, nonconforming uses may not be expanded beyond their original scope. However, staff determined that the proposed modification does not constitute an expansion, as it involves enclosing an existing 432-square-foot covered and paved storage area of equal size. The overall operational footprint, impervious surface ratio, and intensity of use will remain unchanged

Planner Hardgrove further stated that no negative impacts to adjacent residential properties are anticipated. The enclosed structure will maintain or increase setbacks from nearby residential property lines and will not alter drainage or stormwater conditions, as the area is already paved and covered

AJ Fasano, an Engineer for Kimley-Horn who is acting as the applicant, stated that the structure will consist of fully enclosed walls rather than roll-up doors. He explained that the existing covered outdoor area will be converted into enclosed space integrated with the current building. The improvements include enclosing the patio area, adding interior space that will be air-conditioned, and incorporating an office component. Mr. Fasano further noted that site access and circulation will remain unchanged.

Following discussion, staff reiterated its recommendation for approval, finding the request consistent with the City’s Site Plan Review standards and compliant with legal nonconforming use limitations.

**PUBLIC COMMENT**

There was no public comment.

**MOTION & ROLL CALL VOTE**

Chair Nelson made a motion to recommend approval of the site plan dated Received March 19, 2026 for the property at 301 West Mary Jess Road based on the findings that the request is consistent with the City’s Site Plan Review standards and does not constitute an expansion of a legal nonconforming use.

The motion was seconded by Vice Chair Castro 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

**2. ORDINANCE 2026-02: NOISE VIOLATIONS**

The Planning and Zoning Board considered Ordinance 2026-02. It was noted that neither Attorney Smith, nor Code Compliance Officer Zane, were present at the meeting to present the ordinance or provide an explanation of the intent and reasoning behind the proposed changes.

Given their absence, the Board expressed concern that it did not have sufficient information to fully evaluate the ordinance. The Board indicated a preference to defer consideration until such time as one or both individuals could attend a meeting to provide a detailed overview and respond to questions.

After brief discussion, the Board reached consensus that tabling the item would be appropriate to allow for a more informed review at a future meeting.

## **BLIC COMMENT**

There was no public comment.

## **MOTION & VOICE VOTE**

Chair Nelson made a motion to table Ordinance 2026-02 to a time certain, to allow for the attendance of Attorney Smith and/or Code Compliance Officer Zane to present the ordinance and provide additional explanation. The motion was seconded by Board Member Sharp and approved (5/0) by voice vote.

## **UNFINISHED BUSINESS**

### **1. PROPOSED PARKING REGULATIONS UPDATE**

Planner Hardgrove continued the Board's ongoing discussion regarding proposed updates to the City's parking regulations. This session focused on both the quantity of required parking spaces and the physical design standards for parking facilities. The following is a summary of Planner Hardgrove's presentation.

Planner Hardgrove reviewed the key updates to parking quantity standards. The proposed changes modernize parking standards and streamline the administrative review process. Most parking ratios are now expressed as spaces per 1,000 gross square feet (GSF) for greater consistency. Several parking ratios have been recalibrated based on comparative analysis of peer municipalities (including Maitland) and updated data from the Institute of Transportation Engineers (ITE).

The proposed regulation requires a parking compliance review when occupancy is changed. Changes between identical uses (e.g., retail to retail) are allowed. Changes to uses with comparable or lower parking ratios may be authorized subject to an existing parking lot review and full compliance with current design standards.

Board Member Franco asked for clarification on the multifamily requirements for 2-bedroom and 3-bedroom units, confirming these apply to apartments. Planner Hardgrove confirmed this was correct. Board Member Franco raised concerns about parking requirements being a significant hurdle for redevelopment, particularly regarding the expense and site plan impact of parking garages. He inquired whether there are any density carveouts or special provisions for affordable housing. Planner Hardgrove acknowledged these concerns as valid points well taken, particularly regarding affordable housing considerations. Attorney New noted that the Live Local Act, which focuses on affordable housing, provides relief in provision of parking. Board Member Franco indicated that the main focus of his comment was the Bell Rental property and ensuring that the proposed regulations do not negatively impact redevelopment, particularly on the Bell Rental property.

Planner Hardgrove highlighted some notable changes, including outdoor seating at restaurants and the corresponding parking ratios. The proposed outdoor seating requirement is 8 spaces per 1,000 GSF, an increase from the current 5/1,000 GSF, however, the proposed regulation allows the first 500 GSF of outdoor seating exempt from parking requirements as an incentive to have outdoor seating.

Planner Hardgrove reviewed Exhibit 2, which organizes uses by parking rate (from 10.0 spaces per 1,000 GSF down to 1.0 space per 1,000 GSF). This grouping illustrates how the proposed regulation will be implemented and how uses with comparable parking ratios will be evaluated during change of occupancy applications. The proposed regulation requires a parking compliance review when occupancy is changed. Changes between identical uses (e.g., retail to retail) are allowed. Changes to uses with comparable or lower parking ratios may be authorized subject to an existing parking lot review and full compliance with current design standards. The Board discussed parking lot design standards, noting that the engineering standard is 24 feet for drive aisles, but the city has been allowing 22 feet. The proposed regulation codifies

the 22-foot width. Regarding parking stall dimensions, the standard 9 feet by 18 feet was discussed. The Board questioned whether 9 feet width is sufficient. There was consensus to increase the minimum parking stall width to 10 feet. Chair Nelson recommended removing the word "minimum" from the drive aisle width requirements in the table.

Chair Nelson raised a concern about Line 217 regarding pedestrian-friendly paths, specifically the requirement for vertical clearance for tree branches. He noted 80 inches was "way low" and recommended it be changed to "no less than 8 feet" vertical clearance.

The Board directed staff to revise the proposed parking regulations to incorporate the following changes:

1. Increase minimum parking stall width from 9 feet to 10 feet
2. Remove the word "minimum" from the drive aisle width specifications in the design standards table
3. Revise Line 217 (pedestrian-friendly path definition) to specify "no less than 8 feet" for vertical clearance of overhanging tree branches

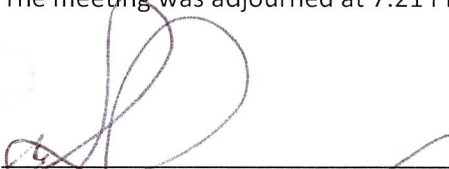
### **PUBLIC COMMENT**

There was no public comment.

Following the discussion, the Board and staff decided that at the next meeting on May 11, 2026, the proposed parking regulations in their entirety would be placed on the agenda for a full final review.

### **ADJOURNMENT**

The meeting was adjourned at 7:21 PM.



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David Nelson, Chair



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Brett Sollazzo, Administrative Project Manager