PLANNING AND ZONING BOARD MEETING

City Hall – Council Chamber
405 Bagshaw Way, Edgewood, Florida
September 14, 2026 at 6:30 PM

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

MINUTES

These minutes provide a summary of the key discussions and decisions made during the September 14, 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 that a quorum was present, with four (4) Board members in attendance. Board Member Nolan was absent (unexcused/no prior notice received).

BOARD MEMBERS PRESENT

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

STAFF PRESENT

Brett Sollazzo. Administrative Project Manager
Drew Smith, City Attorney
Ellen Hardgrove, City Planner
No Police Officer Present

BOARD MEMBERS ABSENT

Board Member Todd Nolan

APPROVAL OF MINUTES

July 13, 2026 Planning & Zoning Meeting Minutes

MOTION & VOICE VOTE

Chair Nelson made a motion to approve the July 13, 2026 Planning and Zoning meeting minutes as presented. The motion was seconded by Vice Chair Castro and approved 4-0 by voice vote.

NEW BUSINESS

1. ORDINANCE 2026-10: DUMPSTER REGULATIONS

Planner Hardgrove presented the staff report regarding proposed amendments to the City's dumpster regulations. She explained that the existing regulations are spread across Chapters 30, 114, and 134 of the City Code, with some provisions creating conflicting requirements. The purpose of the proposed ordinance is to consolidate the regulations into Chapter 30, Section 30-49, establishing one comprehensive standard for dumpster compliance and eliminating inconsistencies throughout the Code.

Planner Hardgrove noted there were only three new regulatory requirements added to the existing regulations: increased setbacks for dumpsters located adjacent to residential property, the allowance of alternative screening systems in place of standard masonry construction, and mandatory landscaping when dumpsters are adjacent to residential uses. The ordinance also corrects several scrivener's errors identified in Sections 134-348, 134-376, and 134-406.

During the discussion of alternative screening systems, Planner Hardgrove asked whether qualifying alternative systems should be permitted by right when they meet the standards presented by staff, or whether each proposal should require review and approval by the Planning and Zoning Board and City Council.

The Board recommended that alternative systems meeting the established criteria be permitted without additional approval but requested the addition of a provision allowing applicants to submit other materials for consideration that would require review and approval by the City Council following a recommendation from the Planning and Zoning Board.

Chair Nelson discussed the proposed landscaping requirements, specifically the species diversity provision. He questioned whether the diversity requirement was necessary for a relatively small planting area where evergreen landscaping would grow to provide screening along the back of the dumpster enclosure when facing residential uses. He recommended clarifying the requirement to provide for two rows of evergreen shrubs.

The Board also discussed the proposed gate standards and maintenance requirements. The Board recommended incorporating the additional gate standards presented by staff and clarifying that all screening systems must be maintained in their approved configuration in perpetuity.

The Board had no further changes to the proposed ordinance.

PUBLIC COMMENT

There was no public comment.

MOTION & VOICE VOTE

Chair Nelson made a motion to recommend approval of Ordinance 2026-10, as presented, with the following changes:

1. Modify the alternative screening provisions to allow systems meeting the criteria established in the ordinance to be permitted without additional approval. Any alternative materials not expressly permitted by the ordinance must be reviewed and approved by the City Council following a recommendation from the Planning and Zoning Board.
2. Clarify the landscaping requirements for dumpsters adjacent to residential property to require two rows of evergreen shrubs.
3. Incorporate the additional gate standards recommended by staff.
4. Revise the maintenance requirements to ensure that all screening systems shall be maintained in their approved configuration in perpetuity.

The motion was seconded by Board Member Sharp 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. ORDINANCE 2026-04: MANUFACTURED AND MODULAR HOMES IN SFR ZONING DISTRICTS

Planner Hardgrove recapped the discussion the P&Z had in June related to proposed amendments to Chapter 134 of the City Code concerning manufactured and modular homes in single-family residential zoning districts. She explained that recent amendments to Chapter 553 of the Florida Statutes preempt local governments from treating State-approved modular

buildings and HUD-compliant manufactured homes differently than traditional site-built single-family homes with regard to zoning placement and administrative review.

Planner Hardgrove explained that the City's existing Code does not allow off-site constructed dwellings in certain single-family residential districts due to the current definitions of dwelling, mobile home, and modular home, as well as the existing prohibition in Section 134-525. The proposed ordinance updates these definitions, removes the blanket prohibition, and establishes uniform architectural and development standards for single-family dwellings. These standards would apply regardless of the method of construction. At the June hearing, the P&Z supported the proposed ordinance conditioned on changes related to preventing unauthorized multi-family conversions, eliminating exterior finishing materials requirements, and adding requirements for landscaping; staff would present these changes at the next meeting.

Planner Hardgrove reviewed the proposed revisions, which were highlighted in the board's copy, and explained the purpose of the changes throughout the ordinance. She asked the Board if there were any questions or additional changes. The Board had no questions regarding the revised definitions in Section 134-1 or the permitted-use provisions in Sections 134-219 and 134-255.

During the review of the utility infrastructure requirements in Section 134-529, Chair Nelson questioned whether the language regarding service connections should use "and/or" to clarify that a single-family dwelling may have one of each type of meter, rather than being limited to only one meter among the listed types. Planner Hardgrove agreed with the clarification.

The Board then discussed the landscaping and site requirements. The proposed standards require at least one shade tree, or an understory tree where overhead utilities prevent the installation of a shade tree, for each 40 linear feet of street frontage, excluding the driveway width, along with foundation plantings along at least 50 percent of the home's street-facing facade.

The Board discussed the use of the term "hedge" in the foundation planting requirement. It was recommended that the language be revised to require continuous plantings, consistent with the definition in Chapter 114, rather than requiring a formal hedge.

Chair Nelson also raised a concern regarding the minimum tree height and caliper specifications in the proposed landscaping standards. He questioned whether a uniform minimum height-to-caliper standard would be appropriate across different tree species and recommended that the specifications be adjusted to account for variations among species.

The Board also addressed the proposed prohibition of transient and short-term rentals in Section 134-529. Based on the recommendation of the City's attorney, this provision was removed because the existing Code already addresses the prohibition in a separate section.

PUBLIC COMMENT

There was no public comment.

MOTION & VOICE VOTE

Vice Chair Castro made a motion to recommend approval of Ordinance 2026-04, as presented, with the following changes:

1. Clarify the service connection requirements to ensure the language does not suggest that a single-family dwelling is limited to only one of the listed types of meters, rather than allowing one of each.
2. Delete Section 8, "Prohibition of Transient and Short-Term Rentals," based on the recommendation of the City's attorney, as the existing Code already provides this prohibition in a separate section.
3. Revise the foundation planting requirements to require continuous plantings, rather than a formal hedge.

The motion was seconded by Chair Nelson 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

ADJOURNMENT

The meeting was adjourned at 7:20 PM.

David Nelson, Chair

Brett Sollazzo, Administrative Project Manager