



CITY COUNCIL MEETING

City Hall – Council Chamber
405 Bagshaw Way, Edgewood, Florida
Tuesday, January 20, 2026 at 6:30 PM

AGENDA

Welcome! We are very glad you have joined us for today's Council meeting. If you are not on the agenda, please complete an appearance form and hand it to the City Clerk. When you are recognized, state your name and address. The Council is pleased to hear relevant comments; however, **a five (5) minute limit** has been set by Council. Large groups are asked to name a spokesperson. **Robert's Rules of Order** guide the conduct of the meeting. **Please silence all cellular phones and pagers during the meeting.** Thank you for participating in your City Government.

A. CALL TO ORDER, INVOCATION, & PLEDGE OF ALLEGIANCE

B. ROLL CALL & DETERMINATION OF QUORUM

C. PRESENTATIONS AND PROCLAMATIONS

D. CONSENT AGENDA

Items on the consent agenda are defined as routine in nature, therefore, do not warrant detailed discussion or individual action by the Council. Any member of the Council may remove any item from the consent agenda simply by verbal request prior to consideration of the consent agenda. The removed item(s) are moved to the end of New Business for discussion and consideration.

1. December 16, 2025 City Council Meeting Minutes

E. ORDINANCES (FIRST READING)

1. Ordinance 2026-01 -Scriveners Error Tattoo & Body Piercing

F. PUBLIC HEARINGS (ORDINANCES – SECOND READINGS & RELATED ACTION)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. Harbour Island Bridge Repairs
2. Solid Waste RFP
3. Parking Regulations Discussion

I. GENERAL INFORMATION

J. CITIZEN COMMENTS

K. BOARDS & COMMITTEES

1. Special Exception 2026-01 - Tattoo Studio 4712 S Orange Ave.

L. STAFF REPORTS

City Attorney Smith

Police Chief DeSchryver

1. Chief's Report December 2025

City Clerk Riffle

1. Clerk Riffle's Report 12-17-2025 through 1-16-2026

M. MAYOR AND CITY COUNCIL REPORTS

Mayor Dowless

Council Member Lomas

Council Member McElroy

Council Member Rader

Council Member Steele

Council President Horn

N. ADJOURNMENT**UPCOMING MEETINGS**

Monday, February 9, 2026.....Planning & Zoning Meeting 6:30 PM

Tuesday, February 17, 2026.....City Council Meeting 6:30 PM

Meeting Records Request

You are welcome to attend and express your opinion. Please be advised that **Section 286.0105**, Florida Statutes state that if you decide to appeal a decision made with respect to any matter, you will need a record of the proceedings and may need to ensure that a verbatim record is made.

Americans with Disabilities Act

In accordance with the American Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodation to participate in this proceeding, he or she should telephone the **City Clerk at (407) 851-2920**.

CALL TO ORDER, INVOCATION, & PLEDGE OF ALLEGIANCE

ROLL CALL & DETERMINATION OF QUORUM

PRESENTATIONS & PROCLAMATIONS

CONSENT

AGENDA



CITY COUNCIL REGULAR MEETING
City Hall – Council Chamber
405 Bagshaw Way, Edgewood, Florida
Tuesday, December 16, 2025 at 6:30 PM

DRAFT MINUTES

A. CALL TO ORDER, INVOCATION, & PLEDGE OF ALLEGIANCE

Council President Horn called the meeting to order at 6:30 pm. He asked for a moment of silence and then led the Pledge of Allegiance.

B. ROLL CALL & DETERMINATION OF QUORUM

City Clerk Riffle confirmed a quorum and said that Councilmember Steele was unable to attend the meeting and asked to be excused.

Councilmember Rader made a motion to excuse Councilmember Steele's absence; seconded by Councilmember McElroy. The motion was approved 4/0 by voice vote.

Elected Officials Present:

Richard A. Horn, Council President
Chris Rader, Council President Pro-Tem
Susan Lomas, Councilmember
Casey McElroy, Councilmember

City Staff Present:

Sandra Riffle, City Clerk
Dean DeSchryver, Police Chief
Miguel Garcia, Deputy Police Chief
Scott Arellano-Zane, Code Enforcement/IT Manager

Absent: Beth Steele, Councilmember

C. PRESENTATIONS AND PROCLAMATIONS

D. CONSENT AGENDA

1. November 18, 2025 City Council Meeting Minutes

Councilmember Rader made a motion to approve the November 18, 2025, City Council meeting minutes; seconded by Councilmember Lomas. Approved by voice vote (4/0).

E. ORDINANCES (FIRST READING)

F. PUBLIC HEARINGS (ORDINANCES – SECOND READINGS & RELATED ACTION)

1. Ordinance 2025-12: Certified Recovery Residences

Attorney Smith read the ordinance by title. He clarified that this ordinance is a state-mandated measure to ensure that local procedures comply with the Americans with Disabilities Act (ADA). The ordinance allows for "reasonable accommodation" as current land development regulations do not specifically carve out areas for these properties.

Councilmember Rader made a motion to approve Ordinance 2025-12; seconded by Councilmember McElroy. The motion was approved by roll call vote (4/0).

Councilmember McElroy	Favor
Councilmember Lomas	Favor
Councilmember Rader	Favor
Council President Horn	Favor
Councilmember Steele	Absent

2. Ordinance 2025-13: Street Repaving Gated Communities

Attorney Smith read Ordinance 2025-13 in title only. He said the ordinance focuses on gated communities and that the Council can revisit non-gated private roads in the future.

There was no public comment.

Councilmember Lomas made a motion to approve Ordinance 2025-13; seconded by Councilmember Rader. The motion was approved by roll call vote (4/0).

Councilmember Lomas	Favor
Councilmember McElroy	Favor
Councilmember Rader	Favor
Council President Horn	Favor
Councilmember Steele	Favor

G. UNFINISHED BUSINESS

1. C-PACE Program

Attorney Smith read Resolution 2025-05 in title only.

The Council revisited the Commercial Property Assessed Clean Energy (C-PACE) program. President Horn noted he had attempted to contact other Florida local governments regarding their experience with the program but received little feedback.

Ryan Barkis (FDFC) clarified that the program has existed for over 10 years and involves no advertising or recording costs for the City. It uses private funds, and the responsibility lies solely with the commercial property owner. Anthony Fiorino (Emerald Sun Energy) added that C-PACE helps small businesses compete by providing accessible financing for energy upgrades.

Public Comment:

Catrin Schuetz-Kroehler asked who would be affected. She has solar and has lost batteries. Her system will not help.

Council President Horn explained that C-PACE is a method for a business owner to be able to finance projects and allow small companies to better compete. Mr. Barkis said it is for commercial businesses only. He also confirmed that batteries are available.

Caleb Castro asked whether any cities have redirected their programs and, if so, why. Mr. Barkis responded that a couple of cities terminated the residential PACE program due to concerns about people losing their homes, but this does not apply to commercial businesses. Mr. Fiorino said the residential contractors were adding services that did not apply to solar or power.

Council President Horn made a motion to approve Resolution 2025-05, authorizing a commercial property assessed clean energy program (C-PACE) within the corporate limits of the City; seconded by Councilmember Lomas. The motion was approved by voice vote (4/0).

H. NEW BUSINESS

1. 2026 Municipal Election and Canvassing Board

City Clerk Riffle outlined the requirements for the Canvassing Board, including a logic and accuracy test on February 26 and certification on Election Night (March 10, 2026).

Councilmember McElroy and Council President Horn volunteered to serve on the Canvassing Board.

Council President Horn made a motion to appoint the City Clerk, Councilmember McElroy, and himself, both elected officials not appearing on the March 2026 ballot, to serve on the 2026 Municipal Election Canvassing Board committee. The motion was seconded by Councilmember Rader. Motion approved by voice vote (4/0).

City Clerk Riffle also explained that, if there is an election, the City Clerk must be designated to assist Orange County staff with the opening and handling of absentee and provisional ballots.

Council President Horn made a motion for the City Clerk to assist the OrangeCounty Supervisor of Elections staff with the opening and handling of absentee ballots on Election Day, March 10, 2026, as needed; seconded by Councilmember Lomas. The motion was approved by voice vote (4/0).

I. GENERAL INFORMATION

J. CITIZEN COMMENTS

K. BOARDS & COMMITTEES

L. STAFF REPORTS

City Attorney Smith

Police Chief DeSchryver

1. Chief's Report - November 2025

- Chief DeSchryver reported on the Santa Fly-in and toy delivery to the Orlando Union Rescue Mission.
- He also briefed the Council on new Florida legislation regarding license plate obstructions. He clarified that while plate frames are legal, any frame or cover that obscures the plate number or validation decal is now subject to criminal penalties.

City Clerk Riffle

1. Clerks Report - 11/13 through 12/10

- City Clerk Riffle reported on the following:
Reported that the financial audit is proceeding smoothly and the workers' compensation audit has been completed.
- The Florida Department of Revenue approved the City's TRIM submittal.
- Regarding the "Quiet Zone," thermoplastic striping is complete (except for the Holden Ave crossing, handled by the County), and the Federal Railroad Administration has been asked to conduct a follow-up visit to complete their Quiet Zone audit.
- FCC Environmental Services has begun cleaning the areas at Stratemeyer, Legacy Oaks, and Jessamine Lane. CPH will need to examine the clean areas.

M. MAYOR AND CITY COUNCIL REPORTS**• Mayor Dowless**

- **Planning & Zoning Board Recommendations** (This item was heard after the consent agenda.)

Mayor Dowless said P&Z Board Member David Gragg did not wish to be reappointed and was replaced by Caleb Castro. For geographic diversity, Mayor Dowless recommended Evan Franco. Mr. Castro and Mr. Franco attended the meeting and introduced themselves.

Council President Horn made a motion to approve the appointment of Caleb Castro and Evan Franco and the re-appointment of Todd Nolan to the Planning and Zoning Board; seconded by Councilmember Lomas. The motion was approved (4/0).

Council President Horn said Planning and Zoning is the beginning of what comes to City Council and he looks to them for guidance with their recommendations.

- In response to Mayor Dowless' inquiry regarding illegal signs attached to City poles, Attorney Smith confirmed the City has the authority to remove them immediately.
- The Mayor will attend the Florida League of Cities' Legislative Days (Jan 26-28). He expressed concern over proposed property tax changes, noting that no clear plan has been identified to replace lost municipal revenue.
- Confirmed with City Clerk Riffle that all Councilmembers have successfully completed their required 2025 ethics training.

- Reported that the Governor's Office and the Economic Development Office have grant funding available for small cities. He will work with Councilmember Rader and Planner Hardgrove to identify "shovel-ready" redevelopment projects that demonstrate a strong return on investment.

- **Council Member McElroy**

- Councilmember McElroy provided an update on pending state legislation regarding property tax relief tied to insurance. He noted Edgewood has approximately 808 residential parcels; a proposed \$200,000 homestead exemption could effectively eliminate municipal tax liability for many Edgewood homeowners.

Discussed state-level proposals to eliminate property taxes for residents 65 and older. The Mayor noted this demographic is historically affluent in Edgewood. Attorney Smith warned that business lobbyists are organizing against these measures, while President Horn noted Edgewood's limited commercial base makes the City more vulnerable to residential assessment changes.

Discussed potential state pass-through funding to offset losses. Exemptions for first responders and seniors could result in an estimated \$50,000 fiscal impact. President Horn concluded that a formal Financial Impact Statement is required moving forward.

- **Council Member Lomas** - No report.

- **Council Member Rader** - No report.

- **Council Member Steele** – Absent.

- **Council President Horn**

- Council President Horn reported on discussions with Pete Madison regarding helicopter flight paths over City Hall. New power lines have created navigation challenges. He suggested moving the parking lot median closer to the sidewalk for safety, though Chief DeSchryver noted a lift station on the island complicates relocation.
- Initiated a discussion on moving away from current fire service contracts to establish an independent or volunteer fire department. He cited Melbourne Beach as a successful model and has consulted their Chief on funding.
- He noted that for partnering with Belle Isle, their geography requires at least two stations (East and West), which would necessitate doubling the equipment. Councilmember Lomas volunteered to assist with further research. The Council discussed gauging interest among the community's retired firefighters to assess the viability of a local volunteer force.

N. ADJOURNMENT

Councilmember Rader made a motion to adjourn the meeting at 7:32 pm.

Richard A. Horn, Council President

Attest:

Sandra Riffle, City Clerk

ORDINANCES (FIRST READING)

Ordinance 2026-01 Scriveners Error Tattoo & Body Piercing

ORDINANCE NO 2026-01

**AN ORDINANCE OF THE CITY OF EDGEWOOD, FLORIDA,
AMENDING CHAPTER 134 OF THE CODE OF ORDINANCES TO
CORRECT A SCRIVENER'S ERROR RELATED TO TATTOO
ESTABLISHMENTS AND BODY PIERCING; PROVIDING FOR
SEVERABILITY; PROVIDING FOR CODIFICATION, CONFLICTS, AND
AN EFFECTIVE DATE.**

WHEREAS, on September 17, 2024, the City Council approved Ordinance 2024 which added “Tattoo Establishments” as a Special Exception use in certain commercial districts, including the Edgewood Central District; and

WHEREAS, said ordinance contained a scrivener's error in the implementation of the amendment in the Edgewood Central District; and

WHEREAS, body piercing was specifically retained as a prohibited use in all other zoning categories affected by the Amendment; and

WHEREAS, the City Council intended body piercing to remain a prohibited use within the Edgewood Central District; and

WHEREAS, in this Ordinance additions to the Code of Ordinances are indicated by underline, deletions are indicated by ~~striketrough~~, and portions of the Code that remain unchanged and which are not reprinted here are indicated by ellipses (***)

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EDGEWOOD, FLORIDA, AS FOLLOWS:

SECTION ONE. The findings set forth in the recitals above are hereby adopted as legislative findings of the City Council pertaining to this Ordinance.

SECTION TWO. Chapter 134, “Zoning” is hereby amended as follows:

* * *

Sec. 134-467. - Permitted uses within the Edgewood Central District.

* * *

Tattoo and/or body piercing	S
Body piercing	==

SECTION THREE. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this Ordinance is for any reason held invalid or unconstitutional by any court

31 of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion
32 shall be deemed a separate, distinct and independent provision, and such holding shall not affect
33 the validity of the remaining portions of this Ordinance.

34 **SECTION FOUR.** Conflicts. In the event of a conflict or conflicts between this Ordinance
35 and any other ordinance or provision of law, this Ordinance controls to the extent of the conflict,
36 as allowable under the law.

37 **SECTION FIVE.** Codification. It is the intent of the City Council of the City of Edgewood
38 that the provisions of this Ordinance shall be codified. The codifier is granted broad and liberal
39 authority in codifying the provisions of this Ordinance.

40 **SECTION SIX.** Effective date. This Ordinance shall take effect immediately upon
41 adoption as provided by the Charter of the City of Edgewood.

42 PASSED ON FIRST READING THIS _____ DAY OF _____ 2026.

43 PASSED AND ADOPTED THIS _____ DAY OF _____ 2026.

CITY OF EDGEWOOD, FLORIDA
CITY COUNCIL

Richard A. Horn, Council President

ATTEST:

Sandra Riffle, City Clerk

PUBLIC HEARINGS (ORDINANCES – SECOND READINGS & RELATED ACTION)

UNFINISHED BUSINESS

NEW BUSINESS

Harbour Island

Bridge Repairs

Memo

To: Mayor Dowless and City Council Members Horn, Rader, Lomas, McElroy and Steele

From: Sandra Riffle, City Clerk

Date: January 14, 2026

Re: Harbour Island Bridge Report Analysis

In December, Ayres Structural Design Inspection completed its assessment of the **Harbour Island Bridge (Structure ID 755400)**. Based on that report, I have compiled a list of necessary repairs and prepared a draft RFQ.

These documents are currently under review by CPH; I am awaiting their professional advice and comments to ensure the accuracy of the project's scope. Once those technical updates are finalized, I will submit the RFQ for Attorney Smith's review prior to publishing the solicitation on DemandStar. The Council's perspective on this project is also highly valuable, and I welcome any feedback or insight you may have as we move toward the solicitation phase.

All repairs and maintenance will be reported to FDOT when completed.

High Priority & Safety Repairs

- Bridge Railing & Guardrail Repairs:
 - Replace the missing first post at the southwest approach rail.
 - Replace the split/missing cushion block at the southeast approach rail.
 - Repair the fractured concrete mowing strip at the northeast and northwest guardrails.
- **Structural Maintenance:**
 - Repair the delaminative corrosion on the steel sheet piling at the high-water mark.
 - Repair and reseal the displaced sand-cement riprap bags at all four corners of the structure (reportedly displaced by local activity).

Deck & Surface Maintenance

- Pavement Care:
 - Seal the transverse cracks (currently full width x 1 inch) at both ends of the bridge deck.
 - Repair areas of missing asphalt along the curbs (up to 18 inches wide).
 - Cleaning & Vegetation Removal:
 - Periodically remove dirt and vegetation from the deck top and along the curbs.
 - Remove vegetation growth from the utility pipe at the northeast wingwall.
- **Substructure & Cosmetic Repairs**
 - Pile Protection:
 - Apply a protective coating to the precast concrete piles to prevent further scaling damage.
 - Aesthetics:
 - Cover or remove graffiti on the Abutment 1 cap and the slab underside.
- **General Notes for Records**
 - Structure Status: The bridge is currently classified as Structurally Deficient and Functionally Obsolete.

In addition to the specific maintenance tasks, the inspection report for Structure ID 755400 (Harbour Island Rd. over Outfall - Lake Gatlin) contains several critical findings regarding its structural integrity, classifications, and operational status:

Critical Classifications and Status

- **Structural and Functional Status:** The bridge is officially classified as both Structurally Deficient and Functionally Obsolete.
- **Sufficiency and Health:** The structure has a Sufficiency Rating of 63.8 and a Health Index of 82.51.
- **Critical Hazards:** The bridge is designated as both Fracture Critical and Scour Critical.
- **Load Capacity:** A cursory review on September 19, 2025, determined that a new load rating analysis is not currently needed, and the bridge does not require weight posting.

Structural Condition Ratings (NBI)

The report assigns specific ratings to the bridge's primary components (on a scale where 7 is "Good" and 6 is "Satisfactory"):

- **Deck:** 7 (Good).
- **Superstructure:** 7 (Good).
- **Substructure:** 6 (Satisfactory).
- **Channel:** 8 (Protected).

Key Technical and Environmental Details

- **Construction:** Built in 1965, the bridge is a reinforced concrete slab structure spanning 28 feet.
- **Traffic Data:** The bridge carries approximately 1,048 vehicles per day (2025 ADT) with a projected increase to 1,203 by 2047.
- **Safety Features:** The bridge railings, transitions, and approach guardrails are all currently rated as Substandard, though the approach guardrail ends meet standards.
- **Utilities:** There is a 9-inch-diameter steel utility attached to the north fascia, and a 3-inch steel conduit runs through the south sheet pile walls.

Solid Waste RFP

Memo

To: Mayor Dowless and City Council Members Horn, Rader, Lomas, McElroy and Steele
From: Sandra Riffle, City Clerk
Date: January 16, 2026
Re: Direction for Residential and Commercial Solid Waste Contract (FCC Environmental)

- I. Purpose and Contractual Deadlines** The City's exclusive franchise agreement for solid waste collection with FCC Environmental Services is scheduled to terminate on **September 30, 2026**. Per **Section 14** of the agreement, any renewal must be executed at least **120 days prior** to the end of the current term, making the deadline for final action **early June 2026**.
- I am requesting Council's direction on whether to:
- Initiate a formal Request for Proposals (RFP) process immediately; or
 - Negotiate a modified **one-year renewal** to evaluate new management performance.
- II. Charter and Ordinance Requirements** Per **Section 3.14 D. of the Charter of the City of Edgewood**, an ordinance is required to grant, extend, or renew a franchise. This mandates a formal legislative process involving two public readings. To meet the June execution deadline, the first reading must occur no later than **May 2026**.
- III. Service and Fiscal Review** While operational collection remains functional, the City has encountered significant fiscal challenges that complicate a standard renewal:
- **Financial Delinquency:** FCC has been habitually late in remitting quarterly franchise fees, which are due by the last day of the month following each quarter's end.
 - **Reporting Inaccuracies:** The City has the right to audit records to determine fee obligations. However, recent requests for accurate commercial customer lists have contained numerous errors before receiving correct reports.
 - **Rate Increase Discrepancy:** FCC requested a **5.06% increase**, exceeding the **3% annual cap** stipulated in **Section 10.3** of the agreement. The City informed FCC that, given the instability of service and accounting, we need to see improvements before proceeding with the uncontracted increase.
- IV. Strategic Considerations** **The Standard Renewal Path:** The agreement allows for up to **three additional five-year periods**. I do not recommend a five-year commitment at this time due to unresolved issues.
- **The One-Year "Probationary" Path:** FCC's new management has requested a meeting to present a plan for reform. I suggest negotiating a **one-year extension** (rather than five) to verify these improvements. This would be contingent on their acceptance of the specific performance benchmarks.
 - **The RFP Path:** Initiating an RFP now allows the City to "test the market" and strengthen contract language regarding late penalties and reporting transparency before the September termination.
- V. Direction Requested** Does Council authorize staff to meet with the new FCC management to present the City's concerns and proposed KPIs, and report back on the viability of a **one-year contract extension** via Ordinance?

Proposed Service and Financial Benchmarks

These metrics are intended for use during a one-year "probationary" extension to ensure accountability and provide a clear baseline for future renewal or RFP decisions.

I, **Fiscal Accountability (Timely Payments)**

These metrics are intended for use during a one-year "probationary" extension to ensure accountability and provide a clear baseline for future renewal or RFP decisions.

- **Benchmark: On-Time Franchise Fee Remittance.**
- **Target:** 100% of quarterly franchise fees (15% of gross commercial revenue) must be received by the City on or before the last day of the month following the quarter's end.
- **Penalty:** Payments received after the deadline should trigger an automatic 1% monthly carrying charge.

Note: While the agreement specifies that franchise fees must be paid quarterly by the last day of the month following the quarter's end, it does not list a specific "carrying charge" or interest percentage for late payments in that section.

2. **Reporting Integrity**

- **Benchmark: Commercial Account Data Accuracy.**
- **Target:** 98% accuracy on the "Master Commercial Account List."
- **Requirement:** FCC must provide an updated, audited list of all commercial customers within the City limits monthly.

Note: Upon one business day's advanced written notice, the City must be granted access to "all books, records, data and documents" that are relevant to the contract for inspection or audit.

- **Correction:** Any errors identified by City Hall (e.g., missing accounts) must be corrected and re-submitted within five business days.

3. **Customer Service Responsiveness**

- **Benchmark: Service Interruption and Remediation Resolution Rate.**
- **Target:**
 - **Fleet & Incident Notifications:** FCC must provide immediate (within 2 hours) notification to the City of any disabled trucks, vehicle accidents, or service delays affecting Edgewood routes.
 - **Fluid & Spill Remediation:** Per **Section 4.6**, FCC is responsible for the immediate cleanup of any leakage of fluids or spilled materials from their vehicles. Under this extension, FCC must provide a written incident report to the City within 24 hours of any fluid drop or spill.
- **Reporting:** FCC must provide a "Monthly Service Log" detailing truck issues, spills and any other incidents.

5. **Administrative Oversight**

- **Benchmark: Quarterly Management Performance Review.**
- **Requirement:** Mandatory quarterly meetings between FCC's new management and City staff to review these KPIs.
- **Trigger:** Consistent failure to meet these benchmarks over two consecutive quarters would serve as grounds for the City to immediately initiate the RFP process for a new provider in 2027.

Parking Regulations Discussion



Date: January 12, 2026
To: City Council
From: Ellen Hardgrove, City Planning Consultant
XC: Drew Smith, City Attorney
Sandy Riffle, City Clerk
Brett Sollazzo, Administrative & Permitting Manager
Re: Off Street Parking Re-Write

This agenda item is a briefing on the progress of the City's revision to the parking regulations. The Planning and Zoning Board (P&Z) began their review at their meeting of January 12, 2026 and focused on key parts of the new regulation, which are summarized below.

Market Driven Approach

While many larger jurisdictions are moving toward eliminating parking minimums entirely (a "market-driven" approach), Edgewood's specific characteristics and physical constraints make that a high-risk strategy at this time:

- Vehicle Dependency: Census data shows Edgewood households own an average of two cars.
- Commuting Realities: Currently, 76% of residents drive alone to work, while public transit and bicycle usage for commuting remains at 0%.
- Lack of Infrastructure: Unlike cities that have successfully eliminated minimums, Edgewood does not currently have a network of public parking garages or sufficient on-street parking to absorb overflow.

A "market-driven" approach typically works in cities with high density and a diverse "mode split" (where a significant percentage of people use alternative transportation). Furthermore, even if the City allowed "no minimums," many financial institutions will not finance a project that lacks parking without a proven, transit-rich environment. As a balance, the new parking regulations include reductions to some of the parking ratios. P&Z will review these at their February meeting.

When Parking Regulations are Applied

1. New Construction
2. Expansion or Increased Intensity of Existing Use (Use stays the same)
3. Change in Occupancy to a Use with a Required Higher Parking Quantity Minimum (e.g., Retail to hair salon, **with the following exception for Legacy Shopping Centers.**
4. **Parcels with Substandard Conditions due to unauthorized subdivision**

There was significant discussion related to change in occupancy, specifically for shopping centers. The proposed regulation would allow suites of a "Shopping Center" to be interchanged with any permitted use within the zoning district without a parking re-analysis, even if the proposed use required more parking (except Places of Assembly). However, the definition of a "Shopping Center" limits the combined total gross square feet (GSF) of Medical Office, Gym/Fitness Center, Restaurant/Bar, and/or

Places of Assembly GSF to less than 65% of the total GSF. The 65% threshold prevents a shopping center from containing predominantly high parking demand users.

The regulation proposes an exemption from the 65% threshold for older shopping centers with a significant amount of existing parking, known as Legacy Shopping Centers.

A Legacy Shopping Center is defined as a Shopping Center with the following characteristics:

- **A Shopping Center with a legally non-conforming amount of parking**
- **Approved prior to December 31, 1985,**
- **The site contains at least 150 paved, conforming parking spaces, and**
- **Has an existing parking ratio of at least 4.2 spaces per 1,000 GSF of building area**

Only three shopping centers in Edgewood meet these criteria: Community, Fort Gatlin, and two portions of Edgewood Isle.

There was discussion related to a **proposed caveat for the Legacy Shopping Centers**, which was proposed to avoid a major change in leased spaces:

- **The proposed use requires more than an additional 10 parking spaces (compared to the most recent BTR or CO with the stand-alone ratio applied) OR**
- **if the individual tenant space exceeds 10,000 GSF.**

In these situations a Parking Functional Adequacy report would be required to demonstrate that the existing parking supply can successfully accommodate the real-world parking demand for the new use without creating hazardous traffic conditions or spilling over into neighboring properties, or otherwise propose mitigation methods such as formal shared-parking agreements, off-site parking leases, or staggered hours of operation. If the City Planner/Engineer determines the impact cannot be mitigated, the application shall then be referred to the Planning and Zoning Board and City Council for a formal Waiver.

How to deal with structures that were built prior to parking regulations (2 options) in light of the vision for redevelopment in the ECD.

Proposed as an innovative tool intended to address and alleviate parking quantity challenges that often hinder the adaptive reuse of existing structures that were built prior to modern land development regulations. **Two options were discussed: .**

1) Percentage reduction in exchange for site improvements and

2) Simple waiver.

Significant discussion ensued relative to perpetuating the existing land use pattern along Orange Avenue instead of encouraging redevelopment/the ECD vision and the creating of negative impacts from allowing substandard parking. Staff will revisit this portion of the proposed regulation for further discussion with P&Z.

Allowance of Unpaved Parking

P&Z supports unpaved parking in limited situations:

1) **Only on a temporary basis**

2) **On a permanent basis only for environmental reasons and when designed according to specific criteria.**

For temporary situations, P&Z recommends the following qualifications to allow unpaved parking:

- Tied to **an approved City-issued Special Event Permit** where the application included a clear map identifying the specific area of the parcel to be used for the unpaved parking and identified the approximate number of vehicles expected.
- For events expecting **more than 50 vehicles**, professional traffic control (**off-duty police** or certified flaggers) shall be provided at the applicant's sole expense.
- **No parcel, property, or business shall utilize unpaved parking more than 2 times per calendar year, with each occurrence not exceeding 72 consecutive hours.**
- **Violations** of this Section, including unauthorized recurring use or failure to restore the site, shall be subject to **a fine of \$5,000.00 per day**, which shall constitute a lien against the property if unpaid.

ESH

GENERAL INFORMATION

CITIZEN COMMENTS

BOARDS AND COMMITTEES

**Special Exception 2026-01
Tattoo Studio 4712 S Orange
Ave.**

Date: January 14, 2026

To: City Council

From: Ellen Hardgrove, City Planning Consultant

XC: Sandy Riffle, City Clerk

Brett Sollazzo, Administrative & Permitting Manager

Drew Smith, City Attorney

Re: Special Exception Application for Tattoo Establishment at 4712 South Orange Avenue

APPLICATION SUMMARY

Request: Special Exception approval for a tattoo establishment.

Subject Property: Leased space in Orange Holden Plaza (4712 South Orange Avenue – See Exhibits 1 and 2).

Property Zoning: ECD (Edgewood Commercial District).

P&Z Recommendation: Approved 5-0, subject to one (1) condition regarding window transparency.

Note: *P&Z commentary and the specific condition are highlighted in italics throughout this report.*

"Exhibit 1 – Subject Property Location



Exhibit 2 – Leased Space in Strip Center



ANALYSIS

On September 17, 2024, the City adopted Ordinance Number 2024-06, amending the City's C-1, C-2, C-3 and ECD zoning districts to allow tattoo establishments via the special exception process. The subject property is zoned ECD.

Approval of the special exception requires Council to find that the use in the proposed location is consistent with the Comprehensive Plan and ECD Vision; is compatible with the surrounding area; and will not negatively impact property values or the level of service of public facilities. Availability of off-street parking is also a consideration.

The Zoning Code also requires the following criteria for tattoo establishments.

1. All activities conducted at the establishment shall be in accordance with applicable state statutes and regulations;
2. Tattoo establishments are prohibited from operating between the hours of 9:00 p.m. and 8:00 a.m.;
3. Tattoo establishments shall not be established within 1,500 feet of an existing tattoo establishment as measured in a straight line from the nearest point of each lot or parcel.

ECD Vision: The vision for the Edgewood Central District (ECD) is to transform the city's primary commercial corridor into a vibrant, pedestrian-oriented "place" that prioritizes human-scale design over car-centric development.

In alignment with the ECD's pedestrian-oriented goals, staff recommends that street-facing windows and doors maintain transparency. This includes prohibiting opaque window tints, heavy curtains, or "blacked-out" vinyl wraps, and ensuring interior fixtures/furniture are not situated in a manner that would prevent views into the studio from the outside.

P&Z included the staff recommendation as a condition of their approval.

Land Use Compatibility: The surrounding area is commercial in character including a tire store to the north, Fort Gatlin shopping center to the east, and the vacant Coq Au Vin restaurant to the south. The west boundary is the railroad, which separates the subject property from Cypress Grove Park.

The proposed tattoo business is located within a multi-tenant strip center that already hosts commercial and service-oriented businesses, including an office, small convenience store, and hair salon. The largest suite, most recently used as a café, is vacant. The proposed tattoo establishment location is in a suite formerly used as a hair salon.

A tattoo establishment is functionally similar to a hair salon in that both typically operate by appointment and have identical parking requirements; hair salons are permitted by right in this strip

center. By adhering to Code required business hours (8:00 a.m. to 9:00 p.m.) the use is expected to remain compatible with the character of the surrounding area.

P&Z Input: During the P&Z public hearing, a member of the public requested that the applicant's proposed hours (10:00 a.m. – 6:00 p.m.) be mandated by condition. However, the Board recommended against additional restrictions beyond City Code (8:00 a.m. to 9:00 p.m.). The Board noted that allowing the standard operating hours would support the business's long-term success and eliminates the administrative burden of future amendments.

Public Services and Facilities: The existing plaza is legally non-conforming relating to current parking standards; however, the parking demand for a tattoo establishment is anticipated to be similar to the demand generated by a hair salon, which is allowed by right.

If available parking is a concern for Council, limiting the number of tattoo stations or chairs could serve as a viable remedy. While a hair salon could legally accommodate nine or more chairs by right, a lower cap under this Special Exception could ensure the business remains compatible with the current parking constraints of the Orange Holden Plaza.

P&Z Input: The P&Z had significant discussion related to parking: # of spaces available, the layout, and the state of the parking spaces. A historic survey is attached to this report providing for the parking layout. Note that spaces marked for disabled visitors are not ADA compliant. If those spaces were striped according to ADA requirements, 26 spaces would be available in front of the center. Only 3 spaces in the rear would be functionally practical, for a total of 29 spaces. If current parking requirements were applied to the shopping center, 82 parking spaces would be required (at 5.5/1,000 square feet).

Public Testimony at P&Z public hearing: Members of the public requested that the following conditions be attached to the approval:

- 1. Site Improvements: Requirement to re-stripe the parking lot to current Code design standards and reduce or close existing curb cuts.*
- 2. Intensity Restrictions: A cap of five (5) or six (6) stations/chairs.*

P&Z Determination: The P&Z Board declined to recommend these conditions based on the following findings:

- Requiring a single tenant to redesign a pre-existing parking lot and modify curb cuts for a Special Exception would constitute an undue burden on the applicant.*
- Limiting the number of stations could artificially hinder the establishment's growth and success.*

- *P&Z noted that a hair salon (a comparable "by-right" use) would not be subject to such chair restrictions, making the proposed condition inequitable.*

Proximity to Other Tattoo Businesses: Google Maps indicate the closest tattoo shop to the subject property is located at 5631 S Orange Ave Suite 109 (listed as Collective Ink Studios and Lilyth Eve Ink), a leased space in the Edgewood Isle Shopping Center, which is well in excess of the minimum 1,500 feet separation requirement.

P&Z RECOMMENDATION

On a vote of 5-0, P&Z approved the request to allow a tattoo establishment at 4712 South Orange Avenue 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 condition is intended to align with the ECD goals.



APPLICATION FOR SPECIAL EXCEPTION

Reference: Code Sections 134-103 through 134-109

REQUIRED FEES: \$750.00 Application Fee + Initial Pass-through Deposit (Ordinance 2013-01) to open up project account. Please note the application fee is non-refundable. Additional pass-through fees may be required throughout the project. If any pass-through balance remains at project completion, it will be reimbursed.

IMPORTANT: A COMPLETE application with all required attachments must be submitted to City Staff 30 days before the next Planning & Zoning meetings. No application shall be deemed accepted unless it is complete and paid for. Notarized letter of authorization from Owner MUST be submitted if application is filed by anyone other than property owner. You can submit all documents electronically to info@edgewood-fl.gov.

Please type or print. Complete carefully, answering each question and attaching all necessary documentation and additional pages as necessary.

☒ New Special Exception Request ☐ Amendment to Special Exception Date SE granted: _____

Applicant Name: BRUNO DOS REIS LAHR Owner Name: BRUNO DOS REIS LAHR

Email: BRUNO.LAHR@HOTMAIL.COM Email: BRUNO.LAHR@HOTMAIL.COM

Phone: 407 698 0711 Phone: 407 698 0711

Property Address: 4712 S. ORANGE AVE, 32809 ORLANDO FL

Legal Description: RANDOLPHS PLAT C/58 THE N 1/2 OF LOTS 19 & 20
LYING BETWEEN RR & HWAY

Property Zoning: EDG-ECD Existing on site: EXISTING RETAIL COMMERCIAL SPACE

Surrounding Zoning Designations:

North: COMMERCIAL South: COMMERCIAL East: COMMERCIAL West: COMMERCIAL

Section of Code Special Exception being requested: SECTION 134-443 - SPECIAL EXCEPTION
FOR PERSONAL SERVICES (TATTOO STUDIO) IN EDG-ECD DISTRICT

Special Exception Request: SPECIAL EXCEPTION TO ALLOW A LICENSED TATTOO STUDIO
WITHIN THE EDG-ECD DISTRICT, ENHANCING THE PLAZA WITH A MODERN,
VISUALLY APPEALING SPACE THAT ADDS VALUE TO THE AREA



PROVIDE THE FOLLOWING INFORMATION WITH YOUR APPLICATION:

- 1) A signed and notarized Agent Authorization form if the applicant IS NOT the subject property owner.
- 2) Provide a Letter of Explanation which must outline the specifics of the proposed Special Exception request and include the justification for the subject request. If applicable, please include the following:
 - Summary of business operation including hours of operation, seating capacity, required parking and loading spaces, number of employees, number of anticipated clients/customers, site concerns that may impact adjacent properties, etc.
- 3) Each application for a Special Exception shall be accompanied by a site plan. Details of the site plan depend on what section of code you are requesting the Special Exception for. Please work with City Staff to confirm.
- 4) During the Special Exception review, City Staff may request the following information if applicable:
 - Detailed site plan, landscape plan, existing and/or proposed structures, septic systems, drain fields, easements, buffers, signage, fire lanes, driveways, etc.

The applicant hereby states that the above request for Special Exception does not violate any deed restrictions on the property. Application must be signed by the legal owner, not agent, unless copy of power of attorney is attached.

Applicant Name: BRUNO DOS REIS LAHR

Applicant Signature: [Signature]

Date: 12/11/2025

Owner Name: BRUNO DOS REIS LAHR

Owner Signature: [Signature]

Date: 12/11/2025

Office Use Only:

Received by: _____

Date Received: _____

Forwarded to: _____

Date Forwarded: _____

P&Z Meeting Date: _____

City Council Meeting Date: _____

Notes: _____



Agent Authorization Form

FOR PROJECTS LOCATED IN THE CITY OF EDGEWOOD

Please type or print in BLACK INK. Complete carefully, answering each question and attaching all necessary documentation and additional pages as necessary.

I/WE, (PRINT PROPERTY OWNER NAME) 4710 SOA LLC/GENTI LULO, AS

THE OWNER(S) OF THE REAL PROPERTY DESCRIBED AS FOLLOWS, 4712 S. ORANGE AVE

ORLANDO FL 32806,

DO HEREBY AUTHORIZE TO ACT AS MY/OUR

AGENT (PRINT AGENT'S NAME) BRUNO DOS REIS LAHR, TO EXECUTE ANY PETITIONS OR

OTHER DOCUMENTS NECESSARY TO AFFECT THE APPLICATION APPROVAL REQUESTED AND MORE SPECIFICALLY DESCRIBED AS FOLLOWS AND TO APPEAR ON MY /OUR BEHALF BEFORE ANY ADMINISTRATIVE OR LEGISLATIVE BODY IN THE COUNTY CONSIDERING THIS APPLICATION AND TO ACT IN ALL RESPECTS AS OUR AGENT IN MATTERS PERTAINING TO THE APPLICATION. BY SIGNING THIS AUTHORIZATION, THE OWNER AGREES TO BE BOUND BY THE ACTIONS OF THE AUTHORIZED AGENT AND THE PROVISIONS OF CHAPTER 101, ARTICLE I, ENTITLED "PASS-THROUGH FEES" AND ACKNOWLEDGE AND AGREES THAT A LIEN MAY BE PLACED ON THE PROPERTY FOR NON-PAYMENT OF PASS-THROUGH FEES AS PROVIDED IN THE CITY CODE.

Date: 12/16/25

Signature of Property Owner

Print Name Property Owner

Date: _____

Signature of Property Owner

Print Name Property Owner

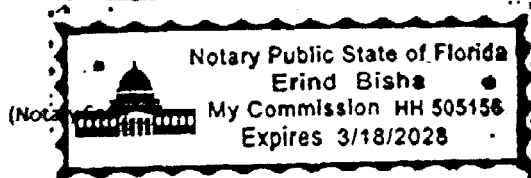
STATE OF FLORIDA:

COUNTY OF

ORANGE

I certify that the foregoing instrument was acknowledged before me this 16 day of December 2025 by GENTI LULO. He/she is personally known to me or has produced _____ as identification and did/did not take an oath.

Witness my hand and official seal in the county and state stated above on the 16 day of December in the year 2025



Signature of Notary Public

Notary Public for the State of Florida

My Commission Expires: 3/18/2028

Legal description(s) or Parcel ID are required

Legal Description: RANDOLPHS PLAT C158 THE N 1/2 OF LOTS 19 & 20
LYING BETWEEN R R & HIWAY

Parcel ID: 12-23-29-7312-00-193

Please return completed application to City Hall in person or via email info@edgewood-fl.gov

405 Bagshaw Way Edgewood, FL 32809 • Tel. 407-851-2920 • www.edgewood-fl.gov • info@edgewood-fl.gov

To Whom It May Concern,

My name is Bruno dos Reis Lahr, and I am the owner of Empire Tattoo Studio. First of all, I'm sorry for the delay, I'm in Brazil until January 2nd and I had some problems with my e-mail, I am writing this letter to formally explain the nature of our business and to respectfully request the approval of the necessary licenses to operate.

Empire Tattoo Studio is a professional tattoo studio designed and built with a modern and high-standard concept. Our goal is not only to operate a compliant and responsible business, but also to positively contribute to the mall and the surrounding community.

Our studio will operate seven days a week, from 10:00 a.m. to 6:00 p.m. The business will include nine (9) individual workstations, accommodating nine licensed professional tattoo artists. All artists will strictly follow health, safety, and sanitation regulations as required by local and state authorities.

We strongly believe that Empire Tattoo Studio will be an important addition to the mall. Significant investment was made to create a clean, modern, and welcoming environment that improves the overall appearance of the location. The studio was designed to bring a sense of modernity, comfort, and professionalism, contributing to the revitalization and visual improvement of the area.

In addition, the business will generate employment opportunities and attract new visitors to the mall, increasing foot traffic and benefiting neighboring businesses. Our clients value quality, safety, and professionalism, which aligns with the standards the city expects from local businesses.

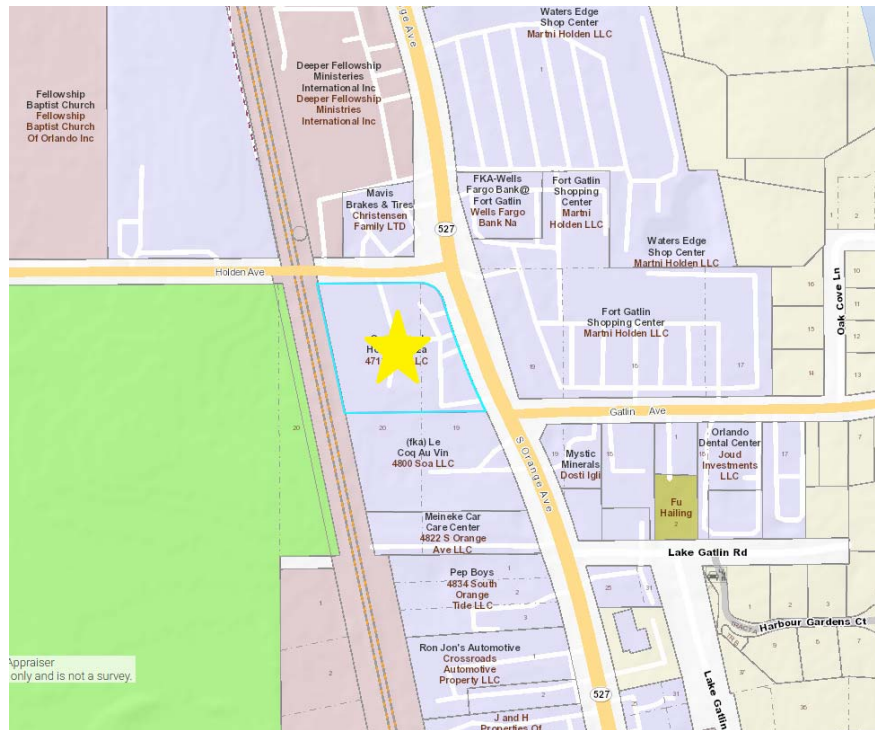
This is our first business venture, and throughout this process we have been learning and working diligently to ensure full compliance with all city and health department requirements. Any delays or issues were never intentional or in bad faith. We are fully committed to correcting any pending matters and operating in complete accordance with local regulations.

We respectfully ask for your understanding and consideration, and we are available at any time to provide additional information, documentation, or clarification if needed. Thank you very much for your time, attention, and support.

Sincerely,
Bruno dos Reis Lahr
Owner – Empire Tattoo Studio
Orlando, Florida

NOTICE OF PUBLIC HEARING

Notice is hereby given that public hearings will be held to consider a request for a special exception to City Code Sec. 134-467 to allow a tattoo studio on the property located at 4712 South Orange Avenue within the Orange and Holden Plaza. The proposed tattoo studio intends to lease approximately 1,200 square feet of within the plaza. The property is zoned ECD, which permits tattooing only through a Special Exception.



Public Hearing Dates, Times & Location: All hearings will be held at Edgewood City Hall council chambers, located at 405 Bagshaw Way, Edgewood, Florida 32809.

- Planning & Zoning Board Meeting - Monday, January 12, 2026 at 6:30 PM
- City Council Meeting - Tuesday, January 20, 2026 at 6:30 PM

How to Participate:

- Review the application and staff reports by contacting or visiting City Hall.
 - Email: info@edgewood-fl.gov
 - Phone: 407-851-2920
 - Hours: Monday-Thursday: 8 AM to 4 PM; Friday: 8 AM to noon.
- Attend the public hearings and be heard (1/12/2026 & 1/20/2026)
- If you are unable to attend the public hearings, you may submit your comments by email to info@edgewood-fl.gov or in writing to Edgewood City Hall at 405 Bagshaw Way.
- All written comments will become part of the official public record for the project. Please ensure your comments are received **no later than 12:00 PM (noon)** on the day of the scheduled public hearing.

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Ministries
International Inc
Deeper Fellowship
Ministries
International Inc

Marvis
Brakes & Tires
Christensen
Family LTD

FKA-Wells
Fargo Bank
Fort Gatlin
Wells Fargo
Bank

Fort Gatlin
Shopping
Center
Martini
Holden LLC

Waters Edge
Shop Center
Martini Holden LLC

Holden Ave

502.1'

Orange and
Holden Plaza
4710 Soa LLC

Fort Gatlin
Shopping Center
Martini Holden LLC

Gatlin Ave

(fka) Le
Coq au Vin
4800 Soa LLC

Mystic
Opera
Posti Igli

Orlando
Dental Center
Joud
Investments
LLC

Fu
Haining

Lake Gatlin Rd

Meineke Car
Care Center
422-S Orange
Ave LLC

Pep Boys
4834 South
Orange
Tide LLC

Ron Jon's Automotive
Crossroads
Automotive
Property LLC

46/61

Harbour
Lake

Application: SE 2026-01

Owner/Applicant Name: Bruno Lahr

Public Hearing Dates: 1/12/26 & 1/20/26


This affidavit is to be presented at the public hearing before the Planning and Zoning Board.

SIGN AFFIDAVIT

STATE OF FLORIDA
ORANGE COUNTY

Before me, the undersigned authority, personally appeared Triago Rufino de Rezende to me well known and known to me to be the person described in and who executed the foregoing affidavit, after being first duly sworn, says:

1. That the affiant posted the notice provided by the City of Edgewood, which contains the time and dated of the public hearings involved (i.e. Planning and Zoning Board and/or City Council).
2. That said posted notice also contained the relevant facts pertaining to the application.
3. That said notice was posted was posted in a conspicuous and easily visible place on the subject property not less than ten days prior to the date of public hearing. Date posted: 12/31/25.
4. That the affiant understands that this affidavit is intended to be submitted as a prerequisite for a public hearing, and as such will be officially filed with the City of Edgewood, Florida.



Signature of owner or authorized representative

State of Florida County of Orange
Sworn to and subscribed before me this 31st day of December, 20 25 via physical presence.

Brett Sollazzo

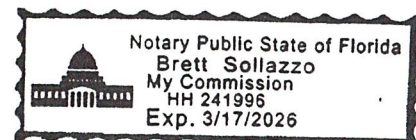
Print, type, or stamp commissioned name of Notary Public

HH241996

Notary Public, State of Florida

Personally Known OR Produced Identification

Type of I.D. Produced Drivers License



STAFF REPORTS

City Attorney Smith

Police Chief DeSchryver

**Edgewood Police Department
City Council Report
December 2025**

	November	December
Assault/Battery	2	1
Auto Burglaries	1	2
Code Compliance Reports	8	7
Commercial Burglaries	1	0
DUI Arrests	1	3
Felony Arrests	6	2
Homicides	0	0
Misdemeanor Arrests	3	5
Residential Burglaries	0	0
Robbery	1	0
Sexual Battery	0	0
Theft	1	1
Traffic Accident	17	12
Traffic Arrests	5	3
Traffic Citations	225	134
Traffic Warnings	80	57
Warrant Arrests	1	0

Department Highlights:

- **Delivered Toys and food to the Orlando Union Rescue Mission**
- **Santa Fly In**
- **Chief DeSchryver, Police Clerk Judy, and Scott Zane attended the CFCJA Staff Appreciation Breakfast**
- **Officer Class released to solo patrol**
- **Worked with Select Hospital on an Active Shooter Plan**

City Clerk Riffle



Memo

To: Mayor Dowless and City Councilmembers Horn, Rader, Lomas, McElroy, and Steele
From: Sandra Riffle, City Clerk
Date: January 14, 2026
Re: December 17, 2025 – January 20, 2026 City Clerk Report

- **Municipal Election** – With no opposing candidates, Councilmembers Lomas and Rader will retain their respective seats. There will not be a 2026 municipal election.
- **Business Tax Receipts Update FY 24/25: Business Tax Receipts Update FY 2025/2026:** As of January 15, 2026, only 20 business accounts remain delinquent. Brett and Ashley have been working to ensure all City businesses renew their Business Tax Receipts (BTRs) for the current fiscal year. One final delinquent notice was mailed out for January. Beginning in February, any remaining delinquent BTRs will be referred to Code Compliance Officer Zane for issuance of a Notice of Violation (NOV).
- **Financial Audit** – Staff at City Hall and the Police Department continue to work closely with financial auditors to finalize the fiscal year 2024-2025 audit. This year's audit is going well, and the optimistic target is to submit all information to CRI by the end of January.

MAYOR & CITY COUNCIL REPORTS

Mayor Dowless

Council Member Lomas

Council Member McElroy

Council Member Rader

Council Member Steele

Council President Horn

ADJOURN