



# PLANNING AND ZONING BOARD MEETING

City Hall – Council Chamber  
405 Bagshaw Way, Edgewood, Florida  
Monday, January 12, 2026 at 6:30 PM

David Nelson  
Vice Chair

Caleb Castro  
Board Member

Evan Franco  
Board Member

Todd Nolan  
Board Member

Angie Sharp  
Board Member

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## AGENDA

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**WELCOME!** We are very glad you have joined us for today's Planning and Zoning meeting. The Planning and Zoning Board is an advisory board to City Council comprised of citizen members who voluntarily and without compensation devote their time and talents to a variety of zoning and land development issues in the community. All P&Z recommendations are subject to final action by City Council. The results of today's meeting will be presented at the noted City Council meeting for approval of recommended actions. Any person desiring to appeal a recommended action of the Board should observe the notice regarding appeals below. CAUTION: Untimely filing by any appellant shall result in an automatic denial of the appeal.

**A. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

**B. ROLL CALL AND DETERMINATION OF QUORUM**

**C. APPROVAL OF MINUTES**

1. November 10, 2025 Planning and Zoning Meeting Minutes

**D. NEW BUSINESS**

1. Election of Chair and Vice Chair for 2026
2. Special Exception 2026-01: Tattoo Studio 4712 S Orange Ave.
3. Ordinance 2026-01: Scriveners Error Tattoo & Body Piercing
4. Ordinance 2026-02: Off Street Parking Regulations

**E. UNFINISHED BUSINESS**

**F. COMMENTS/ANNOUNCEMENTS**

**G. ADJOURNMENT**

**UPCOMING MEETINGS**

Tuesday, January 20, 2026.....City Council Meeting 6:30 PM  
Monday, February 9, 2026.....Planning & Zoning Meeting 6:30 PM

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**General Rules of Order**

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You are welcome to attend and express your opinion. The Board is pleased to hear non-repetitive comments related to business before the Board; however, a **five (5) minute time limit per person** has been set by the Board. Large groups are asked to name a spokesperson. If you wish to appear before the Board, please fill out an Appearance Request Registration Form and give it to the City Clerk. When recognized, state your name and speak directly into the microphone. The City is guided by **Roberts Rules of Order** in governing the conduct of the meeting. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at (407) 851-2920 at least 24 hours in advance of the meeting.

**We ask that all electronic devices (i.e. cell phones, pagers) be silenced during our meeting!**

Thank you for participating in your government!

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**Appeals**

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According to Edgewood City Code Section 26-24 (2), “any person aggrieved by any recommendation of the Board acting either under its general powers or as a Board of Adjustment may file a notice of appeal to the City Council within seven (7) days after such recommendation is filed with the City Clerk. Per **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 proceeding and may need to ensure that a verbatim record is made.

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**Americans with Disabilities Act**

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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 & PLEDGE OF ALLEGIANCE

# ROLL CALL & DETERMINATION OF QUORUM

# APPROVAL OF MINUTES

# NEW BUSINESS

# **Election of Chair and Vice Chair for 2026**

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





## Memo

**To:** Vice Chair Nelson  
Board Members Castro, Franco, Nolan, and Sharp

**From:** Brett Sollazzo, Administrative Project Manager

**Date:** 1/8/2026

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

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The following agenda item is included in this month's Planning & Zoning meeting agenda packet for your review. It pertains to a Special Exception request for the property located at **4712 S Orange Ave.** The request seeks approval to allow a tattoo studio on the property per City Code Sec. 134-467. Planner Hardgrove and the Applicant will be in attendance to answer any questions.

**Supporting documentation for this item includes:**

- Staff Report
- Special Exception Application & Narrative
- Proof of Public Notice

In accordance with City Code, public notice for this project was required at least ten (10) days prior to the first public hearing. On December 30, 2025, a total of twenty-three (23) notification letters were mailed to property owners within a 500-foot radius of the subject property. Additionally, public notice signage was posted on-site at 4712 S Orange Ave.

As of the date of this memo, no public comments have been received, and none of the mailed notices have been returned as undeliverable.

Date: December 30, 2025  
To: Planning and Zoning Board (P&Z)  
From: Ellen Hardgrove, City Planning Consultant  
XC: Brett Sollazzo, Administrative & Permitting Manager  
Drew Smith, City Attorney  
Sandy Riffle, City Clerk  
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

Exhibit 1 – Subject Property Location

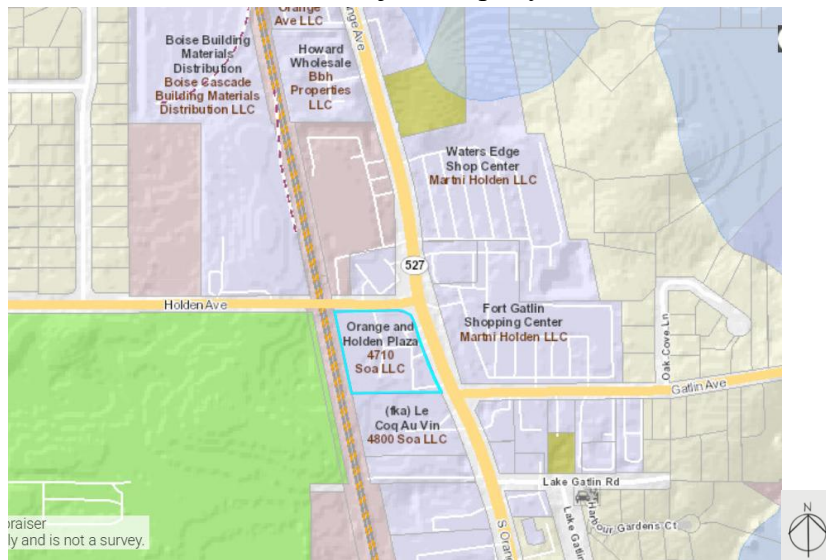


Exhibit 2 – Leased Space in Strip Center



Special Exception Application for Tattoo Establishment

## ANALYSIS

On September 17, 2024, the City adopted Ordinance Number 2024-06, which amended the City's C-1, C-2, C-3 and ECD zoning districts to allow tattoo establishments on a case-by-case basis through the special exception process. The subject property is zoned ECD.

As required by the ordinance and now codified into Code Section 134-467, *"The review and hearing of an application for a special exception shall consider consistency with the ECD Vision, the character and compatibility of the surrounding area in which the proposed use is to be located, its effect on the value of surrounding lands, availability of public services and facilities, and the area of the site as it relates to the required open spaces and off-street parking facilities."*

Article V, Division 2 of the Code lists requirements for tattoo establishments. As stated, "In zoning districts where tattoo establishments are permitted as a special exception, the following additional criteria must be complied with:

1. All activities conducted at the establishment shall be in accordance with applicable state statutes and regulations;
2. Tattoo establishments shall not have operating hours or be open to customers 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.

A "Tattoo establishment" is defined as:

*"any permanent location, place, area, structure, or business where tattooing is performed; provided, however, that beauty salons at which permanent makeup only is applied shall not be considered tattoo establishments. For purposes of professional suites where studio suites or chairs are rented, if tattooing is performed at such location, the entire location shall be considered a single tattoo establishment regardless of the number of chairs rented to different professionals."*

The ordinance also included criteria specific to tattoo establishments for consideration during any review of an application for a special exception: *"A special exception shall not be recommended by the Planning and Zoning Board (Board) nor approved by the City Council unless and until the Board and City Council make a finding that the granting of the special exception is **consistent with the comprehensive plan and ECD Vision**, the use is similar and compatible with the surrounding area, and will not act as a detrimental intrusion into the surrounding area, nor negatively impact the level of service of public services and facilities."*

**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.

Special Exception Application for Tattoo Establishment

Page 2 of 4

**Surrounding Area Character:** The property is bounded on the north and east by roads (Holden Avenue, and Orange Avenue, respectively) with the uses on the opposite side of these roads commercial in character (tire store and Fort Gatlin shopping center). The west boundary is the railroad, which separates the subject property from Cypress Grove Park. To the south is property formerly used by the Coq Au Vin restaurant; that property remains vacant.

**Land Use Compatibility:** The proposed location for the tattoo business is located within a multi-tenant strip center that already hosts commercial and service-oriented businesses. A tattoo establishment is functionally similar to a beauty salon or barber shop—both of which are permitted by right in this strip center. By adhering to the 8:00 a.m. to 9:00 p.m. business hours, the use is expected to remain compatible with the character of the surrounding area.

**Public Services and Facilities:** The existing plaza has fewer parking spaces than currently required under modern code; however, the parking demand for a tattoo establishment is anticipated to be similar to the demand generated by a beauty salon or barber shop, both of which are allowed by right. If available parking is a concern for the P&Z, limiting the number of tattoo stations or chairs could serve as a viable remedy. The applicant has indicated the leased space (1,200-square-foot suite) will have nine (9) stations, which according to research represents a high-intensity layout for a suite of this size. At 1,200 square feet, 9 chairs would allot only about 133 square feet per station once the waiting room, bathrooms, hallways, and sterilization/clean room are factored in. A maximum of six (6) chairs/stations would better align with a "boutique" personal service model versus a high-intensity use. While a beauty salon could legally accommodate nine or more chairs by right, a lower cap under this Special Exception would ensure the business remains compatible with the current parking constraints of the Orange Holden Plaza.

**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.

#### NECESSARY P&Z ACTION

The P&Z must make a recommendation to City Council as to whether a tattoo establishment in the subject location is consistent with the comprehensive plan and ECD Vision, and that the use is similar and compatible with the surrounding area, and will not act as a detrimental intrusion into the surrounding area nor negatively impact the level of service of public services and facilities.

Given the ECD vision, if the P&Z Board recommends approval, staff recommends the following conditions:

- 1) Window Transparency: In accordance with the ECD's pedestrian-oriented goals, the street-facing windows shall remain transparent. The applicant shall not use opaque window tints, heavy curtains, or "blacked-out" vinyl wraps, nor situate interior fixtures/furniture in a manner that would prevent views into the studio from the outside.
- 2) Operational Hours shall be strictly limited to the hours between 8:00 a.m. and 9:00 p.m., as required by Code Section 134-467.

If P&Z recommends a limit on the number of tattoo stations/chairs to ensure the business remains compatible with the current parking constraints of the Orange Holden Plaza, staff recommends the condition include a requirement that a final floor plan be submitted to the City prior to the issuance of a Business Tax Receipt (BTR). This floor plan shall clearly identify the location of each station. Additionally, the approval should specify that any future increase in the number of stations shall require an amendment to this Special Exception.

*An example for a condition: The tattoo establishment shall be limited to a maximum of x (#) tattoo stations (chairs). The applicant shall submit a final, dimensioned floor plan to the City for review and inclusion in the Business Tax Receipt (BTR) file prior to the issuance of said BTR. This floor plan must clearly identify the location and total number of all tattoo stations. Any future increase in the number of tattoo stations beyond the approved x (#) shall be considered an intensification of the use and shall require a formal amendment to this Special Exception, subject to review by the Planning and Zoning Board and approval by the City Council.*

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](mailto: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](mailto: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.







# **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

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

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

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

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

PASSED ON FIRST READING THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2026.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2026.

CITY OF EDGEWOOD, FLORIDA  
CITY COUNCIL

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Richard A. Horn, Council President

ATTEST:

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Sandra Riffle, City Clerk

# **Ordinance 2026-02 Off Street Parking Regulations**



Date: January 9, 2026  
To: Planning and Zoning Board  
From: Ellen Hardgrove, City Planning Consultant  
XC: Drew Smith, City Attorney  
Sandy Riffle, City Clerk  
Brett Sollazzo, Administrative & Permitting Manager  
Re: Proposed Ordinance: Off Street Parking Re-Write

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This agenda item proposes a repeal and replacement of the City's parking regulations. This update follows a thorough review of our current standards, which have remained largely unchanged since the 1960s. The new regulation is intended to balance the fiscal responsibilities of private development, the need to prevent "seas of asphalt," and the protection of residential neighborhoods from parking spillover.

The Parking Challenge Parking requirements often create a "lose-lose" scenario:

- Excessive Minimums: Result in massive, underutilized parking lots that hinder site aesthetics, promote vehicle use, and increase stormwater runoff.
- Insufficient Standards: Lead to unsafe conditions where vehicles block sidewalks and emergency access or spill over into adjacent residential streets.

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). The proposed regulation is an effort to "right-size" required parking for Edgewood's needs and goals; this includes supporting the Edgewood Central District (ECD) vision of a pedestrian-friendly land use pattern, featuring 8-foot-wide sidewalks and bike rack requirements.

Under-parking a site creates immediate public safety issues, as overflow moves to inappropriate locations like sidewalks, drive aisles, or adjacent residential neighborhoods. 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.

Whereas the entire proposed regulation can be discussed, the discussion at the P&Z meeting will focus on the **highlighted sections** of that attached:

Section 134-605: When the regulations will be applied,

Section: 134-607: How the parking ratios are applied,

Section 134-609: How to deal with structures that were built prior to parking regulations (2 options),  
and

Section 134-610: Specifically, situations allowing unpaved parking (beginning on Line 797).

Below is a brief summary of all sections of the proposed regulation.

- **Sec. 134-605. Applicability:** Outlines when new parking is required (new construction, change in use, or expansion).
- **Sec. 134-606. Definitions:** Provides precise terminology. Following P&Z review, these will be incorporated into the general Zoning Code definitions.
- **Sec. 134-607. Quantity of On-Site Off-Street Parking:** The core of the regulation. We have significantly expanded the list of "uses" to include modern business types, thereby removing guesswork for staff and the public. Ratios are now standardized to "spaces per 1,000 gross square feet" to allow for easier comparisons during tenant changes.
- **Sec. 134-608. Off-Site Off-Street Parking Options:** Refines "Shared Parking" provisions to be more user-friendly, removing administrative hurdles that previously discouraged businesses with opposite peak hours (e.g., an office and a restaurant) from sharing stalls.
- **Sec. 134-609. Reduction of Parking for Adaptive Reuse:** An innovative tool for older buildings on small lots. We are presenting two options:
  - **Option 1 (Performance-Based):** Grants up to a 40% reduction in exchange for corridor improvements (landscaping, facade rehabilitation, etc.).
  - **Option 2 (Waiver):** A direct administrative waiver process for historic footprints.
- **Sec. 134-610 & 134-611. Design Requirements:** Details the physical layout of lots and off-street loading. These include new illustrations to improve user-friendliness.
- **Sec. 134-612 through 134-613:** Covers maintenance and landscaping—largely consistent with existing standards.

Staff looks forward to the discussion. The Planning and Zoning Board's input is invaluable in crafting a regulation that is both functional and forward-looking.

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**ORDINANCE NO. 2026-02**

**AN ORDINANCE OF THE CITY OF EDGEWOOD,  
ORANGE COUNTY, FLORIDA AMENDING CHAPTER  
134, "ZONING;" AMENDING PROVISIONS RELATED TO  
OFF-STREET PARKING AND LOADING; PROVIDING  
FOR SEVERABILITY; PROVIDING FOR CODIFICATION,  
CONFLICTS, AND EFFECTIVE DATE.**

**WHEREAS**, the existing parking regulations of the City of Edgewood have become outdated and insufficient to adequately address current and future parking demands within the community; and

**WHEREAS**, a comprehensive review of the existing parking regulations has revealed gaps that hinder public safety, traffic flow, economic vitality, and the overall quality of life within the City of Edgewood; and

**WHEREAS**, effective parking management supports local businesses and contributes to economic development by ensuring accessibility and convenience for customers; and

**WHEREAS**, the City desires to promote development and redevelopment within the City's commercial corridor; and

**WHEREAS**, there is a recognized need to modernize parking regulations to reflect best practices in urban planning and transportation management; and

**WHEREAS**, the City of Edgewood desires to promote efficient use of private parking resources, encourage alternative modes of transportation, and reduce traffic congestion; and

**WHEREAS**, the proposed new parking regulations aim to provide clear, concise, and enforceable standards for parking throughout the City of Edgewood; and

**WHEREAS**, the City Council of the City of Edgewood finds that this Ordinance is in the best interest of the health, safety, and welfare of citizens, businesses, and visitors to the City of Edgewood.

**NOW, THEREFORE, BE IT ENACTED** by the City Council of the City of Edgewood, Florida as follows:

**SECTION 1.** Chapter 134, Article V, Division 5, Sections 134-605 through 134-613 of the City of Edgewood Code of Ordinances are repealed and replaced with the following:

**DIVISION 5. –OFF-STREET PARKING AND LOADING**

**Sec. 134-605. Applicability of Off-Street Parking Requirements**

Off-street parking spaces shall be provided in accordance with this regulation under any of the following circumstances:

1. **New Construction:** With the construction of any new building or principal use on a site.
2. **Change in Occupancy to a Use with a Required Higher Parking Quantity Minimum:** With any change in the primary use or occupancy of a building or site



that requires more parking as calculated by the minimum parking requirements for the use in accordance with Section 134-607. Quantity of off-street parking. See 5 below for exemption.

3. **Expansion or Increased Intensity of Existing Use (Use stays the same) :** When an existing building, structure, or occupational use is enlarged or its intensity is increased. Examples of increased intensity include, but are not limited to, adding dwelling units, guestrooms, assembly areas, grooming tables, clients in day care, increasing gross floor area or seating capacity, or increasing employment.

4. **Legacy Site Flexibility.** For any existing Shopping Center that exceeds the mix of uses as allowed per the Shopping Center definition, the requirement for a parking recalculation during a “Change in Occupancy” is waived and the suites interchanged with any permitted use within the zoning district (excluding Places of Assembly) without providing additional parking, provided that:

- A. The shopping center was approved prior to prior to December 31, 1985
- B. The site contains at least 150 paved, conforming parking spaces
- C. The existing parking ratio is at least 4.2 spaces per 1,000 GSF of building area
- D. The building’s total gross floor area is not increased;
- E. The proposed use does not result in a Net Increase of more than 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 unless the City Planner approves an applicant submitted Parking Functional Adequacy analysis. The Parking Functional Adequacy report must demonstrate that the existing parking supply can successfully accommodate the real-world peak demand of the proposed 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 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.

As a condition of a further increase in shopping center intensity, the parking lot shall be restriped in conformance with parking lot design and landscaping requirements, to the greatest extent practical, as determined by the City’s landscape architect in coordination with City’s Engineer and Planner, even if the restriping results in a decrease in parking quantity below the 4.2 ratio baseline. Minimum Accessible Parking shall be provided.

5. **Rectification of Substandard Conditions from Parcel Division:** If a parcel or the parcel configuration as shown on an approved site plan has been divided/altered without official City subdivision approval, resulting in a failure to meet minimum parking requirements, no permits for expansion, change of occupancy, or new construction shall be issued until:
- 1. The parcel is legally unified with the adjacent land via a Lot Joinder; or
  - 2. A Cross-Parking Agreement is recorded that restores the required parking count;

3. The parking regulations are fully satisfied; or
4. For divisions occurring prior to December 31, 1985, the applicant demonstrates through a Functional Adequacy Study that the existing parking can support the proposed use without impacting public rights-of-way.

#### **Sec. 134-606. Definitions**

The terms used in this Division shall have the following definitions; in the event of any conflict with any definition elsewhere, the following definitions shall control:

***Accessible Parking:*** Often called a "handicap space" or "ADA compliant parking," is a specialized parking stall designed to accommodate individuals with disabilities. Unlike a standard parking space, it features extra room for mobility devices (wheelchairs, walkers, or lifts) and is legally required to be located on the shortest accessible route to a building's entrance. The design is currently regulated by the Americans with Disabilities Act (ADA).

***Automotive Repair and Services (Major/Minor):*** An establishment primarily engaged in the mechanical or electrical repair, maintenance, or finishing of motor vehicles.

- Primary Examples: General mechanics, transmission shops, body shops, painting, detailing, and quick-lube facilities.

All repair activities must be conducted entirely within an enclosed building. No outdoor repair work is permitted.

***Commercial, Contractor & Fleet Service Shop:*** This classification is for businesses where the primary activity is the storage of equipment and vehicles used to provide off-site services. Includes: Pressure washers, roofers, pool cleaners, HVAC technicians, plumbers, electricians, and industrial cleaners.

***Commercial, Wholesale:*** An establishment primarily engaged in the high-volume sale, lease, or distribution of products to retailers, industrial/commercial/institutional users, or other wholesalers. Unlike standard retail, this use is focused on business-to-business transactions.

- Primary Characteristics:
  - Professional Clientele: Services are primarily directed toward contractors, business owners, and licensed professionals rather than the general walk-in public.
  - On-site Inventory: Includes significant floor area dedicated to the storage of bulk goods and "will-call" pick-up areas.
  - Limited Display: While a "trade showroom" or sales counter may exist, it is ancillary to the storage and distribution function of the facility.
- Primary Examples: Electrical/plumbing supply houses (e.g., Ferguson, City Electric), bulk building material distributors, restaurant supply stores, and commercial fabric/textile wholesalers.
- Key Distinction: This use is distinguished from General Retail by the lack of traditional "merchandising" (window displays, shopping carts, and intensive pedestrian marketing) and from Warehousing by the presence of a point-of-sale area and frequent "will-call" customer traffic. Furthermore, it differs from Distribution/Logistics as that use is a shipping hub for the region or larger.

***Convenience-Oriented Services:*** A retail or personal service establishment primarily engaged in providing quick-turnover transactions, item processing, or "over-the-counter"

services. These uses are characterized by a "stop-and-go" traffic pattern where the average duration of stay is typically 15 minutes or less. To qualify for this classification in parking calculations, the use must meet the following criteria:

- **Primary Service Area:** The customer-accessible area is limited primarily to a transaction counter and a small waiting/staging area.
- **No Long-Term Stay Amenities:** The establishment does not provide extensive seating, dining areas, or private service rooms (e.g., exam rooms or salon chairs).
- **High Turnover Ratio:** The use is designed for a high volume of vehicle trips relative to the square footage.

**Included Uses:** This category includes, but is not limited to:

- **Laundry/Garment Services:** Dry cleaning drop-off and pick-up (excluding on-site self-service laundromats).
- **Repair Services:** Shoe, watch, jewelry, or small electronic repair.
- **Shipping & Postal:** Private mail centers and shipping/parcel drop-off points.

**Exclusions:** This classification shall not include professional offices (medical, legal, or financial), personal care services requiring appointments (barbers, salons, or spas), or any use where the primary activity occurs over a duration exceeding 30 minutes.

**Group Living Facility:** A residential structure or complex providing shared living accommodations and often, support services, care, or supervision, for a group of individuals not all related by blood, marriage, adoption, or guardianship, who typically live together as a single housekeeping unit. This definition includes, but is not limited to, assisted living facilities, nursing homes, recovery houses, residential treatment centers, and any facility operating as a Community Residential Home (as defined and regulated by Florida Statute § 419.001). This definition specifically excludes transient lodging such as hotels, motels, or short-term vacation rentals.

**Gross Square Feet (GSF):** Gross Square Feet of Building Area, excluding covered sidewalks unless such areas are utilized for outdoor dining, display of merchandise, or other commercial activity. For Eating and Drinking Establishments, the entire building is counted including kitchens, bathrooms, etc.

**Gym/Fitness Center:** An establishment that provides facilities and equipment for physical exercise, weightlifting, bodybuilding, and cardiovascular training.

- **Distinguishing Characteristic:** This use is characterized by "open-floor" access, where patrons utilize equipment at their own pace rather than being restricted to a fixed, group-based class schedule.
- **Inclusions:** This includes traditional gyms, 24-hour fitness clubs, and cross-training facilities that offer general membership access.
- **Exclusions:** This does not include Instructional Services (scheduled group classes only) or Personal Care (one-on-one personal training by appointment).

**Industrial, Distribution/Logistics Center:** This category shall mean a specialized warehouse facility that focuses on the efficient storage, management, and distribution of goods. It differs from Wholesale Commercial in that no customers ever visit. Wholesale Commercial

can be viewed as a store for professionals and Industrial Distribution/Logistics is a shipping hub for the region or larger.

- Receiving Goods: Distribution centers receive shipments of goods from manufacturers or suppliers.
- Storage: They store these goods in an organized and efficient manner, often utilizing various storage methods like racking, shelving, and palletizing.
- Order Fulfillment:
  - They receive orders from retailers, wholesalers, or directly from customers.
  - They pick the required items from inventory.
  - They pack the items according to order specifications.
- Shipping: They coordinate the shipment of goods to their final destinations using various transportation methods (trucks, trains, air, etc.).
- This use does not include showrooms.

**Industrial flex space:** a versatile light industrial used property where up to 33% of the gross floor area includes commercial uses, most commonly office, showroom, or retail space, all within a single building or unit. The key characteristic of flex space is its flexibility and adaptability.

**Industrial Light Assembly/Fabricating:** This category refers to "Bench-Scale" industrial operations focused on the assembly or finishing of pre-manufactured components. Processes are primarily manual or utilize light-duty power tools at individual workstations.

- Primary Examples: Electronics assembly, garment sewing/embroidery, medical device packaging, and furniture finishing.
- Key Distinction: This use is distinguished from "Heavy Industrial" by the absence of raw material smelting, high-impact machinery, or significant external environmental impacts (noise/vibration/smoke). The end products are typically smaller in size and less intricate than those produced in heavy manufacturing.

Light Assembly/Fabricating may include showrooms provided the showroom area does not exceed 25% of the leased space in any one building or location. A showroom is defined as an area for the display and sale of goods, products, or merchandise ancillary to the light assembly/fabrication onsite.

**Industrial, Manufacturing (General/Heavy):** This category includes industrial operations primarily engaged in the mechanical, physical, or chemical transformation of materials, substances, or components into new products. These processes are typically large-scale and are distinguished from Light Assembly by their intensity, infrastructure needs, and external impacts.

- Primary Characteristics:
  - Raw Material Processing: Involves the handling of bulk raw materials (metals, chemicals, wood, or stone) rather than pre-manufactured components.
  - Complex Tooling: Utilization of heavy-duty machinery, automated production lines, furnaces, large-scale presses, or specialized chemical processing equipment.
  - Infrastructure Intensive: Requires significant power, high-volume water/sewer capacity, or specialized ventilation/waste-handling systems.

- External Impacts: May produce noise, vibrations, odors, or heat that require specialized building design or significant setbacks from non-industrial uses.
- Primary Examples: Metal foundry/fabrication, plastic injection molding, commercial food processing/canning, catering, chemical blending, and large-scale vehicle or machinery production.
- Industrial, Warehousing/Storage:** any building or structure, or portion thereof, primarily used for the storage, distribution, or handling of goods, merchandise, or materials, including but not limited to:
  - Storage of goods for subsequent sale or distribution.
  - Warehousing of raw materials, finished products, or equipment.
 Warehousing/Storage may include showrooms provided the showroom area does not exceed 25% of the leased space in any one building or location. A showroom is defined as an area for the display and sale of goods, products, or merchandise ancillary to the goods stored onsite. This definition excludes:
  - Retail sales establishments except as specified for showroom above.
  - Manufacturing facilities.
  - Repair or service facilities.
- Industrial, technical/creative:** This category encompasses specialized facilities designed for technical, artistic, or scientific production rather than bulk storage or mass manufacturing. Activities are characterized by low-turnover, high-skill project teams and the use of specialized, often sensitive, equipment.
  - Primary Examples: Film/sound stages, materials testing labs, R&D "maker-spaces," and digital media hubs.
  - Key Distinction: Unlike standard warehouse use, this category involves higher interior build-out for climate control, acoustics, or laboratory standards, resulting in a higher employee-to-square-foot ratio.
- Industrial, Wholesale:** See Commercial Wholesale
- Instructional Services:** An establishment characterized by the provision of scheduled, group-based, or individual specialized training and education in specific skills, arts, or disciplines.
  - Standard Examples: This category includes, but is not limited to: fine art schools, martial arts studios (dojos), yoga and Pilates studios, dance academies, music schools, gymnastics centers, and dog training facilities.
  - Operational Characteristic: Unlike a "General Gym" or "Health Club" where patrons arrive and depart at random intervals (open-floor use), Instructional Services typically operate on a fixed class schedule, resulting in peak parking demand at the transition times between sessions.
  - Classification by Scale:
    - Small-Scale Instructional (< 2,000 GSF): Facilities under 2,000 gross square feet. These are considered lower-intensity and are calculated at the Personal Care parking rate.
    - Large-Scale Instructional (≥ 2,000 GSF): Facilities 2,000 gross square feet or larger. To prevent a "parking cliff," these are calculated using a Marginal (Tiered) Rate: the first

2,000 GSF is parked at the Personal Care rate, and only the square footage exceeding 2,000 GSF is parked at the Place of Assembly rate.

- Dog Training Facilities. To qualify for the lower instructional service rate:

Class Limits: Group instruction shall be limited to a maximum of 12 students (handlers) per session.

Operations: Use must be primarily instructional. Facilities that include overnight boarding or unsupervised "daycare" must be calculated under the Animal Care/Boarding ratio.

Exceeding Limits: Facilities designed for larger "show" events or competitions with spectators shall be calculated at the Place of Assembly rate.

- Special Exclusions: Any instructional facility that serves alcohol, includes a lounge/bar area, or functions as a for-profit event venue (e.g., renting the hall for parties) shall be classified entirely as a Place of Assembly regardless of square footage.
- Gym/Fitness Center Distinction: Facilities providing "open-floor" access to weightlifting or cardio equipment for general use (not exclusively tied to a scheduled class) shall be classified as a Gym/Fitness Center rate.

**Mixed-Use Building:** A single building containing a vertical or horizontal integration of two or more use categories (e.g., Retail, Office, Restaurant/Eating/Drinking, and/or Residential).

**Office, General:** Establishments in either stand-alone or multi-tenant buildings, providing professional, administrative, or technical services. For the purpose of calculating required parking, a building primarily used for General Office may include Medical Office suites without a change in the required parking ratio, provided that the total Medical Office use does not exceed 50% of the building's total GSF.

**Offices, Medical:** Establishments where the primary activity is the diagnosis or treatment of patients by licensed healthcare professionals, regardless of whether retail sales occur on-site. This includes, but is not limited to, offices for physicians, dentists, optometrists, and ophthalmologists; medical and diagnostic laboratories; ambulatory surgery centers; urgent care centers; and offices for physical, occupational, and speech therapists. any facility

**Pedestrian-Friendly Path:** A sidewalk designed and maintained to allow all people of all abilities to travel safely and independently. Unless prohibited by existing right-of-way, this route shall have a minimum clear width that meets ECD, FDOT, or ADA standards (whichever is applicable), with the width free of any permanent or temporary obstructions (e.g., utility poles, signs, street furniture, landscaping, overhanging tree branches below 80 inches vertical clearance). Any path crossing arterials must be at a crosswalk with accessible pedestrian signals or flashing beacons. The entire path on the property shall be lighted consistent with best management practices as determined by the City's engineer to ensure visibility during low-light conditions.

**Personal Care/Health and Beauty Services:** Establishments providing non-medical, appointment-based services typically involving extended customer stays and direct interaction between a provider and a client.

- Standard Examples: Barber shops, hair/nail salons, spas, massage therapy, tanning salons, tattoo parlors, and photography studios.

• Individual Enrichment: Tutoring, music lessons, individual personal fitness training, and life coaching.

• Small-Scale: Instructional services (yoga, martial arts, dance, etc.) with a total GSF of less than 2,000 square feet, provided they do not serve alcohol.

**Place of Assembly:** A building or a defined portion of a building where groups of people gather for various purposes, typically involving a large number of individuals concentrating in one area simultaneously.

• Standard Examples: Examples include, but are not limited to, religious institutions, funeral homes, civic and social organizations, event venues, and theaters.

**Playground Accessory to Commercial Use including Dog Park:** An outdoor recreational amenity that serves as a secondary feature to a primary commercial use on the same parcel, such as an area designated for children's play or dog exercise.

**Proximity to Transit:** Proximity to transit shall mean that the building's primary business or residential entrance is within 0.25 mile of a transit stop, both the near side and far side of the road, except on a one-way street pair. For properties situated on one-way street, proximity to one transit stop within the 0.25-mile radius is acceptable, contingent upon the presence of a parallel transit stop serving the opposing direction. The distance must be measured along a Pedestrian-Friendly Path.

**Restaurant/Bar and Eating and Drinking Establishments:** Any establishment where the primary business is the sale of food or beverages for on-site or off-site consumption. This category specifically includes, but is not limited to: full-service restaurants, fast-food establishments, bars, taverns, lounges, coffee shops, cafes, juice bars, and craft bakeries with on-site seating.

**Shopping Center:** A planned and integrated multi-tenant commercial development consisting of a combination of Retail Stores, Convenience-Oriented Services, Personal Care/Health and Beauty Services, Eating and Drinking Establishments, and/or offices, where the combined total of Medical Office, Gym/Fitness Center, and Restaurant/Bar/Eating Establishments uses (calculated either individually or in combination) does not exceed 65% of the building's gross square feet. The individual businesses within a shopping center typically share common facilities such as parking lots, pedestrian walkways, and shared drive aisles, with the land and/or building(s) in common ownership or management. Outparcels associated with a shopping center are considered part of the overall development for the calculation of the minimum number of required parking spaces.

**High-Intensity Threshold:** Should the combined Medical Office, Gym/Fitness Center, and/or Restaurant/Bar use exceed 65% of the total GSF, the site shall no longer be classified as a Shopping Center for parking purposes. Instead, the site shall be calculated as a Mixed-Use Building, applying the individual Stand-alone ratios for each specific use within the building to ensure adequate parking for high parking demand tenants.

**Exclusions:** Places of Assembly are not considered part of a shopping center; parking for such uses must always be calculated separately and added to the total.

**Stand-alone Use:** A building containing a single tenant space that occupies its own independent tax parcel or is located on a site where it does not share common parking facilities,

shared drive aisles, or internal pedestrian connectivity with other principal buildings. A building shall be considered "Stand-alone" if it is not part of a "Shopping Center" as defined herein, and its parking demand is met entirely within its own dedicated parking area.

**Sec. 134-607. Quantity of on-site off-street parking.**

(a) Instructions for Using the Parking Table.

1. Minimum Base Parking: Except where physically infeasible due to lot size or building footprint, as determined by the City Planner or Engineer, no use shall, except single-family residential, have less than three (3) standard spaces and two (2) Accessible Parking Spaces onsite unless specifically exempted in the table.
2. GSF = Gross Square Feet of Building Area, excluding covered sidewalks unless such areas are utilized for outdoor dining, display of merchandise, or other commercial activity. For Eating and Drinking Establishments, the entire building is counted including kitchens, bathrooms, etc.
3. Mixed-Use Buildings: For any building or site containing more than one use category—other than those defined as Shopping Centers or Multi-tenant Office Building—the total parking requirement shall be the cumulative sum of the requirements for each individual use. Each use shall be calculated by multiplying the GSF of that specific use by its respective parking ratio. Exception:
  4. Multi-tenant Office Building: The General Office ratio applies to buildings where Medical Office suites occupy 50% or less of the total building GSF. If Medical Office use exceeds 50%, or if a proposed building is intended primarily for medical use without a restrictive cap on the Site Plan, the Medical Office/Clinic ratio shall apply to the entire building GSF. Office buildings are allowed to include ancillary retail, or convenience oriented or personal care services provided such does not occupy more than 15% of the total building GSF. In such situations these ancillary uses are calculated at the corresponding office rate (general or medical). If ancillary uses are  $\geq 15\%$  of the GSF, the total ancillary use shall be calculated at the corresponding parking ratio. The 15% "Ancillary Use" exception for Office buildings does not apply to Restaurants/Eating Drinking Establishments, Places of Assembly, Gyms/Fitness Centers, or Day Care Centers, these must be calculated at their specific high parking demand rates. **Accessory Amenity Exception:** Gyms, fitness centers, or day care facilities intended for the exclusive use of the building's tenants and their employees are exempt from separate parking calculations, provided that:
    - They occupy less than 10% of the total building GSF;
    - They have no direct exterior customer entrance (access must be through the main lobby or internal corridors); and
    - No exterior signage is permitted for the amenity.
5. Where a use reasonably meets the criteria of more than one classification, the classification with the higher parking requirement shall apply.
6. Uses not specifically listed in this Exhibit shall meet the off-street parking requirements of the use listed herein that the City Planner determines is most similar or compatible in



terms of parking demand characteristics, based on the principles of the Institute of Transportation Engineers (ITE). Should the City Planner be unable to determine a similar or compatible use, a professional parking demand study prepared by a qualified traffic engineer or planner shall be required to establish

(b) *Minimum Off-street Parking Requirements.* The minimum number of parking spaces required for a development site is determined by its proposed use and intensity, in accordance with Exhibit 134-607-1: Minimum Parking Ratios by Use. Any reduction in the number of required spaces on-site or the provision of off-site parking to meet the minimum required must be approved in compliance with the regulations set forth herein.

<b>Exhibit 134-607-1: Minimum Parking Ratios by Use</b>	
<b>CATEGORY: Residential Uses</b>	
Single-Family and Duplex Residential Units:	2 spaces per dwelling unit
Multifamily/3 or more attached units– Efficiency/Studio and One-Bedroom Units:	1.25 spaces per dwelling unit plus a minimum of 0.25 guest spaces per unit which are clearly identified by signage or pavement markings as "Visitor" or "Guest" parking.
Multifamily/3 or more attached units – Two bedroom units:	1.50 spaces per dwelling unit plus a minimum of 0.25 guest spaces per unit which are clearly identified by signage or pavement markings as "Visitor" or "Guest" parking.
Multifamily/3 or more attached units –Three or more bedroom units:	1.75 spaces per dwelling unit plus a minimum of 0.25 guest spaces per unit which are clearly identified by signage or pavement markings as "Visitor" or "Guest" parking.
Live/Work units	Consistent with the type of non-residential use and based only on the nonresidential component
Assisted Living Facility:	Parking requirements shall be determined based on a professional parking demand study prepared by a qualified traffic engineer or planner, taking into consideration the specific operational needs, resident capacity, and projected staffing levels.
<b>CATEGORY: Commercial, Retail Uses, Convenience-Oriented Services, Shopping Centers, Personal Care/Beauty</b>	
Stand-alone Retail < 25,000 GSF	5.5 spaces per 1,000 GSF
Stand-alone Retail ≥ 25,000 GSF	4.5 spaces per 1,000 GSF
Stand-alone Convenience Oriented Service	4.5 spaces per 1,000 GSF
Shopping Centers (see definition) < 50,000 total GSF: excluding Places of Assembly.	4.5 spaces per 1,000 GSF; Places of Assembly in a shopping center will be calculated separately
Shopping Centers ≥ 50,000 total GSF, excluding Places of Assembly.	4.0 spaces per 1,000 GSF; Places of Assembly; in a shopping center will be calculated separately
Stand-alone Personal Care/Health and Beauty	6.5 spaces per 1,000 GSF
Instructional Services - general	Tiered approach: First 2,000 GSF shall be considered Personal Care; the excess above 2,000 GSF shall be considered Place of Assembly rate.
Instructional Services - dog training (see definition)	Personal Care rate

<b>CATEGORY: Office</b>	
Single-Tenant Office (Professional/Admin) <5,000 GSF:	5 spaces per 1,000 GSF
Single-Tenant Office (Professional/Admin) ≥ 5,000 GSF	4.5 spaces per 1,000 GSF
Multi-Tenant Office Building ≤50% of the GSF are medical office suites	4.5 spaces per 1,000 GSF
Multi-Tenant Office Building >50% of the GSF are medical office suites	5.5 spaces per 1,000 GSF
Medical Office/Clinic (Single-Tenant or Specialty Clinic):	5.5 spaces per 1,000 GSF
<b>CATEGORY: Bank and Financial Institutions</b>	
Banks with Walk-in Lobby/Branch:	3.0 spaces per 1,000 GSF
Stand-alone ATM:	<p>“Walk-up only” ATM, 2 per ATM plus at least one accessible space; ATM “drive up only”, 3 stacked spaces in the drive-up lane per ATM, plus one parking space, at least one accessible space, and bypass lane is required.</p> <p>Walk-up ATMs located within a shopping center or multi-tenant lot or attached to the bank may share existing parking and are exempt from a separate count.</p>
Drive-up tellers only/no lobby:	4 stacked spaces in the drive up lane, plus one parking space per drive up lane and at least one accessible space. A bypass lane shall also be provided.
<b>CATEGORY: Eating and Drinking Establishments</b>	
Restaurants, Bars, Lounges, Cafes, and Coffee Shops (excludes event venues which are classified as Places of Assembly)	
Component	Parking Ratio
Indoor Area	8.0 spaces per 1,000 GSF
Outdoor Seating	6.5 spaces per 1,000 GSF ( <i>First 500 GSF is exempt</i> )
Drive-Through/Walk-Up Only( <i>No indoor seating</i> )	4.0 spaces per 1,000 GSF, subject to a minimum of four (4) total spaces provided on-site. This minimum count includes one (1) required Accessible Space. No GSF exemptions for outdoor seating are permitted for this use category.
<b>Specific Standards</b>	
Outdoor Seating Delineation: Any outdoor seating area must be outlined on the site plan and physically delineated on-site by a permanent or semi-permanent barrier (e.g., planters, medallions, or bollards).	
Stacking Requirements: Any establishment providing drive-through service must provide a minimum stacking lane of 180 linear feet (approx. 9 cars) measured from the service window to the entrance of the drive up lane.	
Queuing Protection: Approval of a drive-through or walk-up window is contingent upon a site plan demonstrating that vehicle queuing or pedestrian lines will not obstruct public rights-of-way, fire lanes, or internal drive aisles. The City Planner may require a professional stacking study if the site configuration poses a potential safety risk.	

<b>CATEGORY: Commercial, Other</b>	
Automotive repair and services	2 spaces per 1,000 GSF, plus 2.0 spaces for each service bay or work station. Service bays (the indoor area where the vehicle sits while being fixed) do not count toward the required off-street parking count. All vehicles awaiting repair or pickup must be parked in designated, striped parking spaces. Parking in drive aisles or unpaved areas is prohibited.
Heavy equipment sales, repairs, and servicing	1.5 spaces per 1,000 GSF of area used for the sales, repairs, etc., plus 1.0 space per 5,000 sq. ft. on any outdoor storage space as designated on a site plan.
Contractor & Fleet Service Shop	1.0 space per 1,000 GSF of building area, plus 0.50 per 1,000 square feet of outdoor storage (as delineated on a site plan), plus Fleet Storage maximum as listed on the City's Use Permit or approved site plan
Micro-brewery/winery	Considered Industrial Flex Space
Vehicle rental	1.0 space per 1,000 GSF for building, plus at least 3 designated spaces for customers, plus 1.25 spaces/slots for each vehicle in the maximum inventory established on the City Use Permit
<b>CATEGORY: Places of Assembly</b>	
Places of Assembly	1 space per 75 GSF of the combined areas intended for public congregation (e.g., sanctuary, auditorium, theater, meeting halls) or 1 space per 3 persons based on the maximum capacity of combined assembly spaces as established by the Orange County Fire Department. When a Place of Assembly is located within a shopping center or other multi-tenant building, the minimum number of required parking spaces shall be calculated separately. The gross square footage of the Place of Assembly must be excluded from the parking calculation for the remainder of the building. The final parking total shall be the sum of these two separate calculations.
<b>CATEGORY: Accommodations/Lodging Uses</b>	
Hotels, Motels, and other vacation/transient lodging:	1 space per 1 guest room, plus 1 space per 200 GSF administrative/office area (minimum 2 spaces for the administrative/office use, with one being an Accessible Space). Any Eating or Drinking Establishment, conference/banquet rooms, or retail use associated with the lodging facility that is open to the general public (beyond providing complimentary breakfast solely for registered guests) shall be considered a separate use for the purpose of calculating parking requirements, based on its respective use category.
Conference/Meeting Space/Event Space:	Per Places of Assembly requirement

<b>CATEGORY: Animal Care Uses</b>	
Animal Grooming:	1.25 spaces per grooming table, plus 1 space per 300 GSF of reception/waiting area
Doggie Day Care:	1 space per 6 dogs
Veterinarian (without boarding):	3.5 spaces per 1,000 GSF
Kennels/overnight boarding:	1 space per 1,000 GSF of boarding area
<b>CATEGORY: Industrial/Wholesale (To ensure safe operations, parking stalls are prohibited within the functional area of any loading or dock bay to allow for the unimpeded movement of trucks).</b>	
Industrial, Flex Space (see definition)	2.5 spaces per 1,000 GSF,
Industrial, Distribution/Logistics Center	1 space per 1,000 GSF
Industrial, Light Assembly/Fabrication	1.75 spaces per 1,000 GSF
Industrial, Manufacturing (General/Heavy)	1 space per 1,000 GSF
Industrial, Technical/Creative	2 space per 1,000 GSF
Industrial, Warehousing/Storage:	1 space per 1,000 GSF (includes outdoor storage area which shall be delineated on the site plan)
Commercial, Wholesale	2 spaces per 1,000 GSF
Mini-warehouses (Personal Self-Storage Facilities):	Facilities with up to two hundred (200) units: A minimum of four (4) parking spaces, to be located at the office/entrance. Facilities with over two hundred (200) units: A minimum of six (6) parking spaces, to be located at the office/entrance.
<b>CATEGORY: Education /Day Care</b>	
Children and Adult Day Cares:	1 space per 6 clients of allowable capacity as established by the Florida Department of Children and Families (DCF) or Agency for Health Care Administration (AHCA), or as licensed for care; plus 1 space per staff member on largest shift
K—9 <sup>th</sup> grades:	1 space per 8 students (design capacity)
10 <sup>th</sup> —12 <sup>th</sup> grades:	1 space per 3 students (design capacity)
Vocational/Trade:	1 space per 4 students, plus 1/employee
<b>CATEGORY: Recreation Uses</b>	
Playground and Dog Parks (Accessory to Commercial Use)	No separate parking or minimum required; parking demand shall be accommodated by the principal commercial use.
Gyms, health spas, fitness centers, indoor playgrounds	8 spaces per 1,000 GSF or 1 space per 3 persons of Maximum Occupancy Load as determined by the Fire Marshal
<b>CATEGORY: Car Wash</b>	
Car Wash (full service):	3.5 spaces per 1,000 GSF of building including wash tunnel and/or detail bays
<b>CATEGORY: Hospital</b>	
Hospital	4 spaces per authorized patient bed
24/7 medical/clinical care; skilled nursing care; often post-surgery or long-term chronic care.	1 space per 3 authorized beds

- 395 1. Rounding: When the computation of the number of required parking spaces results in a  
396 fraction, the fraction shall be rounded up to the next higher whole number.
- 397 2. Exclusions: The following types of spaces shall not be counted towards meeting the  
398 minimum off-street parking requirements:
- 399 a. Off-street loading spaces.
- 400 b. Parking spaces located within vehicle repair bays or car wash tunnels.
- 401 c. Stacking spaces within drive-through lanes.
- 402 (d) *Accessible Parking*. The minimum number of accessible parking spaces shall be provided as  
403 mandated by applicable state and federal regulations. Such Accessible Parking Spaces shall  
404 be credited towards the total minimum parking required for the development. Furthermore,  
405 additional Accessible Parking Spaces beyond the minimum required by state and federal  
406 regulations may be required as detailed in Section 134-610(g) “Accessible Parking Location”  
407 of this regulation, to ensure their availability in close proximity to primary building  
408 entrances.
- 409 (e) *Electric Vehicle (EV) Charging Spaces*. Up to five percent (5%) of the total minimum  
410 required off-street parking spaces for a development or use may be designated as EV  
411 charging spaces, provided the total minimum required parking spaces for the development is  
412 twenty (20) spaces or greater. All EV charging installations shall comply with the Florida  
413 Building Code, the National Electrical Code (NFPA 70), and any rules adopted by the  
414 Florida Department of Agriculture and Consumer Services.
- 415 (f) *Reduction of Minimum Off-Street Parking Requirements*.
- 416 1. Tree Preservation: The preservation of any historic or specimen tree, as defined in  
417 Chapter 130 of this Code, may be considered as a basis for a reduction in the number of  
418 required off-street parking spaces. The applicant shall provide evidence demonstrating  
419 that the proposed parking reduction is directly necessary for the preservation of healthy  
420 specimen and/or heritage trees, as determined by the City’s Landscape Architect or  
421 Planner. To further facilitate tree preservation, minor modifications to parking lot design  
422 standards (such as stall dimensions or aisle widths) may also be considered, provided  
423 such modifications are approved by the City Engineer and do not compromise the  
424 functionality or safety of the parking facility. The maximum reduction in required  
425 parking spaces granted under this subsection for tree preservation shall not exceed ten  
426 percent (10%) of the total number of spaces otherwise required.
- 427 2. Mixed-use development: Developments incorporating the integration of complementary  
428 land uses that allow for the internal capture of trips and demonstrate a reduced overall  
429 parking demand may apply for a reduction in the minimum parking otherwise required.  
430 Applicants seeking a reduction under this subsection shall submit a detailed parking  
431 demand study prepared by a qualified traffic engineer or planner. This study must  
432 demonstrate, through recognized methodologies, that the parking demands of the  
433 different uses on-site occur at varying times, thereby justifying the proposed reduction.  
434 The Planning and Zoning Board shall review the request and forward a recommendation  
435 to the City Council. Any approval of a parking reduction for a mixed-use development

may include conditions of approval intended to preserve the complementary nature of the uses and ensure the continued adequacy of parking.

3. Proximity to Transit: When a development has proximity to transit, as defined herein, a reduction in parking may be requested. The reduction amounts are as follows:

- Bus stop: Up to a 5% reduction.
- Commuter rail or bus transfer station: Up to a 20% reduction.

**Sec. 134-608. Off-site Off-street Parking Options.**

- (a) Intent: To facilitate efficient land use, support economic vibrancy, and enhance walkability and community character, required off-street parking may be provided on property other than the lot containing the principal use (off-site parking), subject to the provisions of this subsection. Off-site parking may be established under two primary conditions:

1. Off-site use has complementary hours: On property occupied by uses with complementary hours, meaning the peak parking demands of the different uses occur at distinct times, resulting in no overlap of their respective demands for shared spaces.
2. Off-Site use has excess parking: On property that has parking spaces exceeding the minimum required for its existing uses. For such sites, only the number of parking spaces that exceed the minimum required for the use on the off-site property shall be available for sharing.

- (b) Requirements: In both cases, the use of off-site off-street parking shall be subject to demonstration, by competent substantial evidence, of the following:

1. Proximity and Pedestrian Access: An off-site parking space may be utilized to fulfill the minimum parking requirements, provided it is located within 1,320 feet of the principal entrance of the building they are intended to serve. The distance shall be measured from the parking space directly to and along a Pedestrian Friendly Path. Parking spaces located across an arterial road are not eligible to be counted toward the minimum required parking. Crossings of a two-lane arterial road must be facilitated with an accessible pedestrian signal or flashing beacon.
2. On-Site Minimum: At least 30 percent of the total parking spaces required by section 134-607, or any other provision of this Code of Ordinances, shall be provided on-site. Any onsite parking, except Accessible Parking, shall be signed for short-term/visitor parking only.
3. Accessible Parking Spaces: No required Accessible Parking Spaces may be provided off-site as calculated by the total square footage of the use.
4. Approved Parking Area: Off-site off-street parking spaces may only be counted toward required parking if such spaces are located on a paved and lined/striped parking area which has been approved, permitted, and inspected by the City for use as a parking area.
5. Shared Parking Agreement: A draft shared parking agreement shall be submitted to the city no later than submission of an application for site plan review for new development and no later than submission of an application for the Zoning Use Approval (part of the Business Tax Receipt (BTR) application) for a new business in an existing building. City legal staff must approve the fully executed agreement prior to City staff issuing Zoning Use Approval. The parking agreement shall include the following.

- 478 a. Parties and Properties: Legal names of all property owners involved (and leasee of the  
479 space that will use the shared parking if applicable) and precise legal descriptions  
480 (including Tax Parcel ID numbers and address) of the properties.
- 481 b. Maintenance Responsibility: Identification of which party is responsible for the  
482 maintenance of parking area.
- 483 c. Specifics of Use: Specificity as to the number of shared spaces, days and hours when  
484 the shared parking spaces may be used by the party granted use of the shared parking  
485 spaces (note: the identified times/days shall match the operational hours of the  
486 business requesting the shared spaces).
- 487 d. Duration of the agreement.
- 488 e. Termination and Modification: Provision that the agreement shall not:
- 489 i. Be terminated without cause; nor,
- 490 ii. Allow the number of the hours of availability of shared parking spaces to be  
491 reduced for the length of the agreement without at least 180 days' notice in  
492 writing delivered to all parties including the City.
- 493 f. Acknowledgment of Risk: Acknowledgment and agreement by the grantee of the  
494 shared parking spaces that if such shared parking spaces become unavailable for any  
495 reason, the grantee must immediately reduce its use of the property benefitted by the  
496 shared parking agreement in a manner that existing available parking shall be  
497 sufficient to meet the parking requirements of this Code. The grantee shall  
498 acknowledge that it understands the loss of shared parking spaces may have negative  
499 financial impacts to it and that it accepts the risk of such impacts and shall hold the  
500 City harmless from any lawful action taken by the City to cause compliance.
- 501 g. City as Party: Inclusion of the city as a party to the agreement for the purpose of  
502 enforcing any of the above required provisions.
- 503 h. Attestation: Notarized or attested signatures of all parties.
- 504 6. Annual Verification: Any property owner or (grantee) utilizing an off-site shared parking  
505 agreement shall verify that such shared parking agreement remains in full force and effect  
506 at the time of renewing its local business tax receipt. Should a shared parking agreement  
507 be found to be no longer in effect, the property owner is obligated to demonstrate  
508 alternate provision of parking that fully complies with existing Code requirements.  
509 Failure to provide such proof will result in the initiation of Code violation proceedings.  
510 Failure to submit annual verification shall automatically suspend the validity of the  
511 Zoning Use Approval until compliance is restored.
- 512 7. Parking Study for Non-Excess Parking: For proposals that are not using excess parking  
513 on an offsite property, a comprehensive parking study, prepared by a qualified traffic  
514 engineer licensed in the State of Florida, shall be submitted to demonstrate how the  
515 distinct operational schedules and peak parking demands of participating uses can operate  
516 together efficiently without conflict, ensuring no overlap of the maximum combined  
517 parking need at any given time.

**Sec. 134-609. OPTION 1 Reduction of Parking for Adaptive Reuse in the ECD**

(a) Intent: This section is 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, particularly for uses that are consistent with the ECD vision. It aims to enable new businesses aligned with this vision to occupy and revitalize these structures.

(b) Eligibility for Reduced Parking Standards: Reduced parking standards under this section are applicable only under the following conditions:

1. Permitted Use Categories: The proposed use must fall within the following Edgewood Central District (ECD) use categories:

- Neighborhood Shopping (Retail)
- Neighborhood Services
- Edgewood Central District Employment (specifically limited to those under Professional, Scientific, and Technical Services, and Real Estate Rental and Leasing).

2. Building and Property Age:

- The building must have been constructed prior to January 1, 1974. (the year of a City recodification of the land development code).
- The property on which the building is located must not have been subdivided since January 1, 1974.

3. Operational Vehicle Restriction Affidavit: A signed affidavit shall be submitted, stipulating that on-site parking spaces are primarily reserved for customer use. Vehicles owned or operated by the business owners, tenants, or their agents, employees, licensees, or suppliers, are prohibited from occupying these spaces, except when actively engaged in receiving or delivering goods or services.

(c) Ineligible Businesses/Applicants: The following businesses or applicants are not eligible for reduced parking standards under this section:

- Nightclubs, bars, or taverns.
- Not-for-profit organizations.
- Any use with a simultaneous, high-demand parking, such as places of assembly (e.g., churches/religious institutions, educational classes, funeral homes, or event venues).
- Any business or commercial property with outstanding code enforcement violations

(d) Percentage Reduction Approval Criteria: When an existing building undergoes adaptive reuse for a new use that would require additional parking, the total off-street parking quantity requirement, as calculated by Section 134-605 of the City Code, may be reduced based on the criteria below.

Approval of up to 20% Reduction requires:

1. Irrigated landscape strip of at least 5 feet in depth along all road frontages to include:

a) At least one continuous row of shrubs, with the shrubs a minimum of 24 inches at planting, of a species capable of growing to 36 inches in height within 18 months, and spaced to achieve a continuous hedge at maturity; and,

b) Trees:



- 559           ▪ If no overhead utilities are present, canopy trees shall be planted, spaced 35 feet  
560           on center, with a minimum caliper of 3 inches diameter at breast height (DBH).  
561           ▪ If overhead utilities are present, small/understory trees shall be planted, spaced 20  
562           feet on center, with a minimum caliper of 3 inches DBH.
- 563 2. Curb Cut Modification: Closure and/or narrowing of curb cuts consistent with current  
564     engineering access/management standards as determined by the City Planner or Engineer.  
565 3. Analysis addressing potential negative impacts to surrounding neighborhoods and  
566     proposed mitigation.  
567 4. A minimum of 3 standard spaces, and all required Accessible Parking Spaces based on  
568     the total required by Code is provided onsite.  
569 5. The building has proximity to transit.

570  
571 Approval of up to 40% Reduction requires:

572 Meeting all standards required for a 20% reduction, plus a minimum of three (3) additional  
573 improvements from the list below to the satisfaction of the City Council.

- 574 1. Façade Rehabilitation: Such as removal of non-contributing false facades, non-  
575     sandblasting building cleaning, stucco restoration, tuck-pointing masonry, painting,  
576     replacement or reconstructive woodwork, new doors and windows, and restoration of  
577     historically appropriate doors, windows, or building features.  
578 2. Exterior Pedestrian Lighting: Provision of exterior pedestrian lighting as approved by the  
579     City's Planner and Landscape Architect.  
580 3. Exterior ADA Compliance: Rehabilitation to achieve exterior ADA compliance.  
581 4. Bicycle Parking: Provision of bicycle parking consistent with ECD standards, with  
582     location approved by the City Planner or City Engineer.  
583 5. Building Perimeter Landscaping: Landscaping along the building perimeter consistent  
584     with Section 114-4(4) of the City Code.  
585 6. Additional Visible Landscaping: Provision of additional landscaping on the property that  
586     is visibly accessible from the public road right-of-way.  
587 7. Dumpster Enclosure/Location: Dumpster location that does not require a variance (i.e.,  
588     not visible from a public right-of-way).

589 (e) Review and Approval Process: Applications requesting parking reductions under this Section  
590 shall be subject to the following review process:

- 591 1. Required Documentation: In addition to standard site plan requirements, applications  
592     shall include:  
593     • Documentation verifying the building's age.  
594     • A narrative explaining the physical constraints of the existing building and site that  
595     preclude full compliance with standard parking requirements.  
596     • A narrative detailing how the reduction criteria will be met, which may require, in  
597     addition to the parking layout design, a professionally drawn landscape plan or building  
598     elevation design.  
599     • A signed affidavit affirming that commercial vehicles owned or operated by the  
600     business owners or tenants, or their agents, employees, licensees, or suppliers, shall not

be parked on-site, except when actively engaged in receiving or delivering goods or services.

2. Approval Authority:

Review shall be by the City Council after recommendation by the Planning and Zoning Board. Approval shall be granted only to those applications that demonstrate by competent substantial evidence that the proposal meets the required standards for reduction described in this section. In addition to the required standards described in (d), above, the review shall include consideration of the following factors:

- The physical layout constraints and the ability to use of all reasonably available space for additional on-site parking
- Potential negative impacts of the proposed use on the nearby residential neighborhoods, including, but not limited to, spill over parking on residential roads, increased noise and reduction in pedestrian safety in the neighborhood, and traffic congestion.
- The availability and utilization of any public parking within a quarter-mile walking distance, as measured along a Pedestrian-Friendly Path.

3. Determination of Parking Reduction and Conditions of Approval.

The exact extent of any parking reduction shall be determined on a case-by-case basis by the City Council based on the required criteria and objective analysis of the non-speculative impacts to surrounding properties.

The City Council may impose conditions on the approval of a parking reduction to mitigate potential parking impacts and ensure the continued adequacy of parking. Such conditions may include, but are not limited to:

- Limitations on building occupancy or intensity of use;
- Requirements for ongoing monitoring of parking utilization;
- Requirements for signage directing users to alternative parking, if available; and
- Any other conditions and limitations deemed necessary to protect the neighborhood surrounding the subject property.

(f) Non-Applicability to New Construction or Expansion: The parking reductions provided in this Section shall apply exclusively to the existing building footprint and the parking required to support the adaptive reuse of that existing footprint. Any new building construction or expansion of an existing building on the property shall be required to meet the standard off-street parking requirements of Section 134-605 for the newly constructed or expanded area, unless explicitly approved otherwise through a separate, applicable process (e.g., a shared parking agreement as provided in Section 134-605(f)).

**Sec. 134-609 OPTION 2. Parking Waiver for Adaptive Reuse of Existing Structures on a property with undue constraints**

(a) Intent: The purpose of this section is to establish a streamlined review process to address and alleviate parking quantity challenges that often hinder the adaptive reuse of existing structures that were built prior to the adoption of modern land development regulations.

(b) Applicability: A request for an Adaptive Reuse Parking Waiver may be submitted for any existing, legally established structure that meets both of the following criteria:

- The structure was constructed prior December 31, 1985.
- The proposed new use requires a greater number of parking spaces than the currently existing.

(c) Waiver Request Submittal and Review

A waiver from the minimum required parking spaces may be granted by City Council, after review by the Planning and Zoning Board, provided the applicant demonstrates the following:

1. The physical features or legal constraints of the existing lot are such that providing the required number of parking spaces is genuinely impractical due to lot size, existing utility infrastructure, mandatory setbacks, or the location of the existing structure.
2. Reasonable efforts to utilize alternative parking compliance methods (e.g., shared parking, off-site leasing) to meet the required number of parking spaces on site have been exhausted or are demonstrably unworkable due to legal restrictions or distance.
3. A Mitigation Plan that likely would address the lack of required parking onsite for the new use has been submitted. Such mitigation could include, but is not limited to, available off-site parking (public and/or private), valet parking, or operational limitations (such as restricted hours or seating capacity). The plan shall also include provisions that will actively encourage patrons and employees to utilize alternative modes of transportation. (e.g., bicycle parking, dedicated ride-share/taxi loading zones).
4. The waiver must not result in a significant, detrimental impact on public health, safety, or welfare. This criterion is met if the reviewing body finds:
  - The waiver will not create dangerous on-street parking congestion, impair emergency vehicle access, or significantly impede local traffic circulation.
  - The use, intensity, and mitigation efforts are compatible with the immediate surrounding area and will not be detrimental to surrounding property or the quality of life of nearby residents.

(d) Waiver Approval Conditions

In granting an Adaptive Reuse Parking Waiver, City Council may impose reasonable conditions to mitigate potential impacts related to the reduction in parking. These conditions may include, but are not limited to:

- Transportation Demand Management (TDM): The implementation of mitigation strategies, such as providing bicycle parking facilities, required valet service, or a dedicated drop-off space.
- Peak Demand Limits: Limiting the hours or days of operation to reduce peak parking demand on the surrounding streets.

- Maximum Occupancy: Limiting the maximum occupancy of the building or seating capacity for Eating and Drinking Establishments or assembly uses.
- No use shall have less than three (3) standard spaces and two (2) Accessible Parking Spaces onsite.

(e) Conditions and Enforcement of Waiver

Any Adaptive Reuse Parking Waiver granted by the City Council shall be subject to the following binding provisions and enforcement measures:

1. Binding Conditions: The Waiver shall be considered an integral and permanent part of the building's land use entitlements, and all conditions established during the approval process shall be binding on the land and any subsequent owners or tenants. These conditions shall include, but are not limited to:

- Mitigation Plan Implementation: The approved Mitigation Plan shall be fully implemented and maintained for the life of the use. Any subsequent use shall require re-review.
- Operational Restrictions: Any limitations on occupancy load, seating capacity, or hours of operation imposed to reduce peak parking demand shall be formally noted on the Use Permit and strictly enforced.
- No Further Parking Reduction: The existing number of on-site parking spaces shall not be further reduced without a separate, formal review and approval by City Council.

2. Revocation and Compliance:

a) Monitoring and Review: The City's Code Enforcement Officer shall have the authority to periodically monitor the use to ensure compliance with the approved Mitigation Plan and any operational restrictions.

b) Notice of Violation: If City Council determines, based on substantial evidence (e.g., repeated public complaints, observed safety hazards), that the conditions of the Waiver are being violated, a Notice of Violation shall be issued.

c) Remedial Action: The property owner or business operator shall have ninety (90) days] to remedy the violation by either:

- Fully complying with the approved Mitigation Plan and operational conditions, or,
- Submitting an amended Mitigation Plan for review and approval by City Council that eliminates the violation.

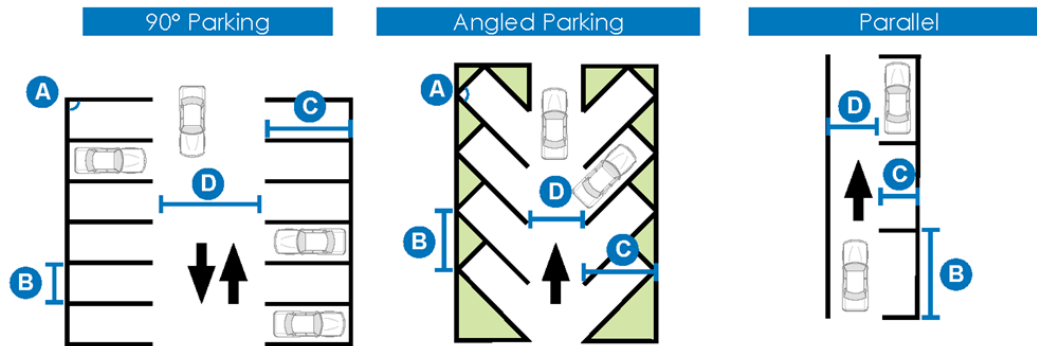
d) Revocation: Failure to remedy the violation within the specified timeframe may result in the revocation of the Waiver, which shall trigger the requirement for the property to fully comply with the minimum parking standards of the current Zoning Code for the established use, or a return to the parking demands of the last legal use of the structure.

**Sec. 134-610. - Off-street parking lot design requirements.**

- (a) For any new construction, modification, or restriping of an existing parking lot, a professionally drawn site plan shall be submitted for review and approval by the City Engineer. This plan shall clearly depict all parking and loading areas and demonstrate compliance with the design standards set forth in Exhibit 134-610-1.

Exhibit 134-610-1: Parking Lot Design Standards

Figure 1. Off-Street Parking Design Standards



A	B	C	D Drive Aisle Width Minimum	
Parking Angle (degrees)	Stall Width (feet)	Stall Depth (feet)	One-Way Travel Lane (feet)	Two-Way Travel Lane (feet)
0 (Parallel)	22	8	12	20
30	18	18	12	20
45	12	17	14	20
60	10	18	18	22
90	9	18	20	22

**(b) Paved surface.**

- Except where allowed in this code section, all parking areas shall have durable all-weather surfaces for vehicle use areas, shall be properly drained and shall be designed with regard to pedestrian safety. For purposes of this article, a durable, all-weather surface shall consist of an improved surface, including concrete, asphalt, and other permanent surfaces.
- No impervious paving or structure shall be located within a six-foot radius of the trunk perimeter of any tree. Trees twelve (12) inches or more in diameter as measured three feet above actual grade shall require additional space as determined by the City's Landscape Architect or Certified Arborist.

**(c) Concrete curb and gutter.** Parking lot perimeters, driveways, and parking row landscaping breaks shall be constructed with concrete curbing. Bumper stops will be required in addition to the curbing where necessary to protect landscaping, pedestrian walkways and buildings.

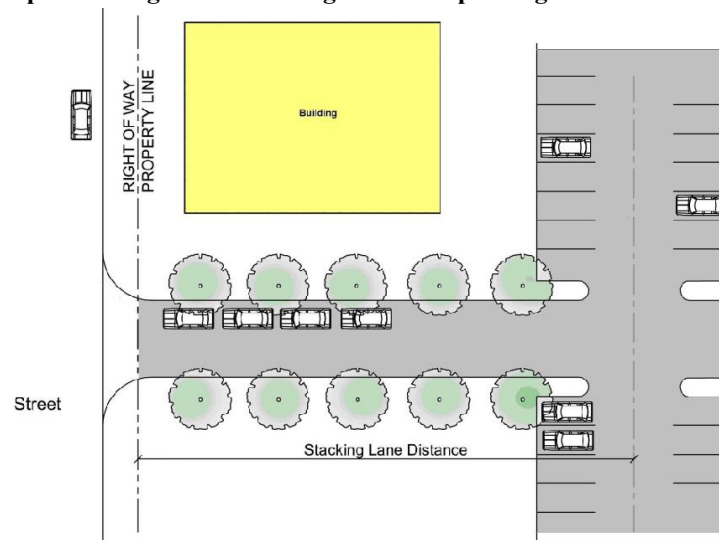
**(d) Access Management.**

- Driveway Spacing.** Driveway connection spacing shall be consistent with the Florida Department of Transportation's (FDOT) Design Manual. The City Engineer may waive the required driveway spacing from an intersection on a road that is not under State or

County jurisdiction when compliance with the standards is not feasible. For waivers regarding State and County roads, approval must be obtained directly from the FDOT or Orange County, as applicable.

2. Minimum Stacking. Driveways of nonresidential and multi-family residential developments connecting to the street rights-of-way shall provide a minimum of 37 feet between the edge of the street right-of-way and entrances into off-street parking areas (aka throat distance). Additional stacking length may result due to other Code requirements. Stacking lane distance is measured from the intersection of the driveway with the street right-of-way, along the centerline of the stacking lane, to its intersection with the centerline of the first entrance into a parking area or other internal intersecting driveway (See Exhibit 134-610-3). For parallel parking spaces, the minimum distance from the first parallel space on road to the stop sign/intersection driveway shall be 25 feet.
3. Redevelopment. Upon redevelopment of a parcel, driveways shall be reconstructed to meet the access management requirements to the extent determined feasible by the City Engineer. Such reconstruction may include, but is not limited to, reducing the width of existing driveways or consolidating multiple driveways.
4. No backing onto public streets. Parking lot design must provide sufficient off-street turning and maneuvering space so that no vehicle is required to back onto a public street. This standard applies to all lots, including those being redeveloped.
5. A bypass lane is required for any use designed with a drive-up window.

**Exhibit 134-610-3: Example showing how a stacking lane for a parking lot entrance driveway is measured.**



(e) Cross Access Required.

- 1) Vehicular cross access. Vehicular cross-access shall be provided between adjacent commercial properties, consistent with sound engineering principles. This connection must consist of a 22-foot wide paved drive aisle extending to the property line. A recorded easement, granting the right of vehicular cross-access, must be recorded in the official county public records.

2) Pedestrian Access. Adequate and safe pedestrian access shall be provided as follows:

a. On-Site Connectivity: Between all parking areas and the primary business entrances served by those parking facilities.

b. Public System Connectivity: Between all parking areas and the public pedestrian system (e.g., sidewalks, trails, or public transit stops adjacent to the property).

All such pedestrian pathways shall be clearly delineated and designed for safe passage.

(f) Unpaved Parking Regulations

1. General Prohibition: Parking on unpaved, vegetated surfaces is generally prohibited within the City to prevent the environmental impacts of untreated stormwater runoff carrying pollutants into the soil and groundwater; to avoid damage to vegetation, soil compaction, erosion, and muddy conditions; and to preserve the aesthetic character of properties and public spaces. The City finds that unpaved parking surfaces contribute to the tracking of sediment onto public rights-of-way and the degradation of property and neighborhood character.

Limited Exceptions: Notwithstanding this general prohibition, the City recognizes two specific instances where unpaved surfaces may be permitted:

- Temporary Event Parking: A narrow mechanism for short-term use during rare, non-recurring events where a surge in parking demand exceeds a site's permanent capacity. Such use must be tied to an approved Special Event Permit and shall not be used to circumvent requirements for permanent, paved parking for routine or recurring uses.
- Permanent Tree Protection: A permanent engineering solution intended solely for the protection of specimen trees and their critical root zones. In such cases, the use of specialized permeable systems (e.g., structural cells or reinforced gravel) may be authorized to ensure long-term tree viability while preventing soil compaction.

This Section shall be strictly construed to favor the protection of pervious surfaces and the urban canopy over the convenience of vehicle storage.

2. Temporary Event Unpaved Parking:

A. Applicability and Limitations

1. Event-Specific Only: Unpaved parking is permitted only in conjunction with a valid, City-issued Special Event Permit.

2. Frequency Cap: No parcel or property shall utilize or be authorized to have unpaved parking more than two (2) times per calendar year. Each occurrence shall not exceed seventy-two (72) consecutive hours.

3. Prohibited Routine Use: This Section shall not be used to satisfy the minimum parking requirements for any permanent or recurring use. "Recurring use" is defined as any activity occurring more than twice in a 12-month period, including but not limited to weekly or monthly religious services/conferences, or overflow parking for established businesses.



- 809 4. Surface Condition Standards: The area must be 100% stabilized with established,  
810 drought-tolerant sod. The use of bare dirt, loose sand, or any area with less than  
811 90% vegetative cover is strictly prohibited.
- 812 B. Application and Site Plan Requirements: A complete application signed by the user of  
813 the grass parking and the property owner of the grass parking location must be  
814 submitted at least thirty (30) days prior to the event. The application shall include:
- 815 1. Event Location: The property (address and tax parcel ID) where the special event  
816 will be taking place.
- 817 2. Ariel Image/Sketch: A clear map (e.g., a marked-up Google Earth image)  
818 identifying the specific area of the parcel to be used for parking. Such area shall  
819 not include an area within at least six (6) feet of a tree onsite or within any  
820 approved landscaped buffer or stormwater management area.
- 821 3. Use Estimate: The approximate number of vehicles expected.
- 822 4. Owner Authorization: Written consent from the property owner acknowledging  
823 joint liability for site restoration.
- 824 C. Operational and Safety Standards
- 825 1. Traffic Control: For events expecting more than 50 vehicles, professional traffic  
826 control (off-duty police or certified flaggers) shall be provided at the applicant's  
827 sole expense.
- 828 2. Parking is permitted only within the area identified in the application.
- 829 3. A clear path (minimum 20 feet wide) must be maintained at all times to allow Fire  
830 and Emergency vehicles to reach any part of the property.
- 831 4. ADA Compliance: Grass or unpaved areas shall not be used to meet ADA  
832 requirements.
- 833 5. Restoration Liability: The property owner and applicant are jointly and severally  
834 liable for restoring the site to its pre-event condition within 48 hours of the event's  
835 conclusion. This includes, but is not limited to, the removal of all debris, the  
836 repair of any ruts, and the professional cleaning of any sediment tracked into the  
837 public right-of-way.
- 838 D. Enforcement and Penalties
- 839 1. Immediate Cease and Desist: Any unpaved parking occurring without a permit or  
840 in violation of an issued permit shall be subject to an immediate Cease and Desist  
841 order.
- 842 2. Fines: Violations of this Section, including unauthorized recurring use or failure  
843 to restore the site, shall be subject to a fine of \$500 per day, which shall constitute  
844 a lien against the property if unpaid.
- 845 3. Permanent Unpaved Parking for Preservation of Significant Trees.
- 846 A. Design Requirements: Where permanent unpaved parking is expressly permitted for  
847 the preservation of significant trees, the following standards apply:
- 848 1. Reinforced Turf System: All approved areas shall utilize a structurally reinforced  
849 pervious paving system (e.g., geocells or permeable pavers). Standard  
850 unreinforced grass, gravel, wood chips, and mulch are strictly prohibited.



- 851 2. Delineation and Striping: The boundaries of all unpaved parking spaces and drive  
852 aisles must be clearly and permanently delineated. This shall be achieved through  
853 the use of concrete curbing, inset pavers of a contrasting color, or fixed bollards  
854 and wheel stops.
- 855 3. Stormwater Management: A plan must be approved by the City Engineer  
856 demonstrating that pollutants are captured/treated and that the design prevents  
857 "ponding" or runoff onto adjacent properties.
- 858 4. Site Plan and Professional Review: Unpaved areas must meet all Code  
859 requirements for setbacks, dimensions, and landscaping. The specific tree  
860 protection plan must be certified by a Certified Arborist and approved by the  
861 City's Landscape Architect.
- 862 B. Maintenance and Restoration Requirements
- 863 A detailed ongoing maintenance plan shall be submitted to and approved by the City  
864 Engineer. The plan shall outline regular upkeep, including irrigation, fertilization, and  
865 mowing. Additionally, the plan must include the following performance standards:
- 866 • Infiltration Maintenance: To prevent clogging and ensure the continued protection  
867 of tree roots, permeable systems shall be vacuumed or pressure-cleaned at least  
868 once annually, or more frequently as recommended by the manufacturer, to  
869 remove accumulated sediment and debris.
  - 870 • System Integrity: The property owner is responsible for the prompt repair of any  
871 damaged reinforced turf, broken geocells, or sunken pavers.
  - 872 • Certification: The City reserves the right to require an annual letter of certification  
873 from the property owner stating that the system has been cleaned and is  
874 functioning as designed.
- 875 **Sec. 134-611. Off-street loading and unloading requirements of commercial vehicles.**
- 876 There shall be provided on the same lot with each commercial or industrial building or structure  
877 adequate space for off-street loading, unloading and the maneuvering of commercial vehicles.  
878 There shall be no loading or unloading of commercial vehicles on the public street. Off-street  
879 maneuvering space shall be provided so that no backing onto or from a public street is required.  
880 All loading and maneuvering areas shall be a hard, paved surface properly drained; shall be  
881 designed with regard to pedestrian safety; shall have direct access to public streets; and shall be  
882 screened from adjacent residentially zoned property as provided above.
- 883 **Sec. 134-612. Permanent reservation, Use, and Maintenance of Off-Street Parking and**  
884 **Loading Areas.**
- 885 (a) Permanent Reservation. The area reserved for off-street parking or loading in accordance  
886 with the requirements of this article shall not be reduced in area or changed to any other use  
887 unless the permitted use which it serves is permanently discontinued; or modified such that  
888 the required parking or loading is reduced in accordance with the standards of this Article; or  
889 equivalent off-street parking or loading space, meeting all applicable requirements of this  
890 Article, is provided elsewhere on the same lot or through an approved off-site arrangement.

A parcel shall not be divided if the minimum number of parking spaces is not included on each parcel.

(b) Permitted Use of Parking Spaces. Required off-street parking spaces shall be used solely for the parking of licensed, motorized vehicles in operating condition.

(c) Prohibited Uses of Parking Spaces. Required off-street parking spaces are specifically prohibited from being used for the display, sale, lease, storage, dismantling, or servicing of any goods, materials, or vehicles.

(d) Maintenance of Parking Lot.

(1) General Maintenance. All off-street parking areas and associated maneuvering aisles, access drives, and landscaping shall be continuously maintained in a safe, functional, and aesthetically pleasing condition. This includes, but is not limited to, maintenance of the paved surface, drainage, lighting, and landscaping.

(2) Striping and Markings. All pavement striping and markings, including but not limited to parking space delineations, directional arrows, and accessible parking symbols, shall be maintained in a clear, legible, and highly visible condition at all times.

(3) Restriping Requirements. Any restriping shall require a site plan submitted to and approved by the City's Engineer or Planner. Any restriping of the parking lot shall comply with all current applicable accessibility standards as set forth by the Americans with Disabilities Act (ADA) and any other applicable federal, state, and local regulations. This includes, but is not limited to, the dimensions, location, and number of accessible parking spaces, access aisles, and signage. Proximity of ADA compliant spaces to building entrances shall also be required as set forth in Section 134-610(g) "Accessible Parking Location".

(e) Nonconformity due to Accessible Parking Compliance. If, in the process of retrofitting a parking lot to provide Accessible Parking Spaces in accordance with ADA requirements, the total number of parking spaces on the property falls below the minimum number otherwise required by this Article, the reduced number spaces shall be considered a legal nonconformity for the current development intensity/use. This nonconformity shall not be deemed a violation of this Code, provided that the reduction is solely attributable to the provision of Accessible Parking and the maximum feasible number of overall parking spaces is maintained. The reduction in total parking for compliance with ADA requirements shall be taken into consideration when evaluating any future changes to the property or use that would typically trigger a requirement for additional parking, with the intent of minimizing further parking deficiencies while upholding ADA compliance. In such cases, the applicant shall demonstrate that all reasonable efforts are being made to address any new parking demand while maintaining the existing legal nonconformity status.

#### **Sec. 134-613. Landscape requirements.**

Landscaping must meet the requirements of the City landscaping regulations set out in chapter 114, as amended from time to time.

932           **SECTION 2.** Chapter 134, Article IV, Division 12, Section **Sec. 134-**  
933 **471(4) Access/parking design. (ECD)** of the City of Edgewood Code of Ordinances is modified  
934 for consistency as follows.

935           (4) *Shared parking.* See Article V, Division 5 ~~When any land or building~~  
936 ~~accommodates two or more categories of uses (e.g., residential and commercial), the minimum~~  
937 ~~total number of required parking spaces for each use may be reduced through shared parking as~~  
938 ~~allowed by section 134-607. Reduction in required parking spaces also may be approved if one~~  
939 ~~of the following is met:~~

940 a. ~~A parking study is submitted as part of the site plan approval process justifying the requested~~  
941 ~~reduction and accepted by city council. This could include provision rideshare/transportation~~  
942 ~~network company drop-off zones. Drop-off zones shall not interfere with transit stops and~~  
943 ~~any designated freight loading zones curbside.~~

944 b. ~~Developments within a one-quarter mile from a transit stop, as measured from the building to~~  
945 ~~the transit stop along the most direct pedestrian path/sidewalk (which would include a~~  
946 ~~crosswalk if across a road), are eligible for the following:~~

947 1. ~~The minimum number of parking spaces may be reduced by up to five percent for sites~~  
948 ~~where the closest portion of the building on the requested parcel is no more than a one-~~  
949 ~~fourth of a mile (1,320 linear feet) from a bus stop as measured along the public sidewalk~~  
950 ~~from the bus stop to the primary entrance to the building.~~

951 2. ~~The minimum number of parking spaces may be reduced by up to 20 percent for sites in~~  
952 ~~which the closest portion of the building on the requested parcel is no more than a one-~~  
953 ~~fourth of a mile (1,320 linear feet) radius from a commuter rail or bus transfer station as~~  
954 ~~measured along the public sidewalk from the bus stop to the primary entrance to the~~  
955 ~~building.~~

956  
957           **SECTION 3.** The provisions of this Ordinance shall be codified as and become and be  
958 made a part of the Code of Ordinances of the City of Edgewood.

959  
960           **SECTION 4.** If any section, sentence, phrase, word or portion of this ordinance is  
961 determined to be invalid, unlawful or unconstitutional, said determination shall not be held to  
962 invalidate or impair the validity, force or effect of any other section, sentence, phrase, word or  
963 portion of this Ordinance not otherwise determined to be invalid, unlawful or unconstitutional.

964  
965           **SECTION 5.** All ordinances that are in conflict with this Ordinance are hereby repealed.

966  
967           **SECTION 6.** This Ordinance shall become effective immediately upon its passage and  
968 adoption.

969  
970           **PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by the City  
971 Council of the City of Edgewood, Florida.

972  
973 **PASSED ON FIRST READING:** \_\_\_\_\_

974  
975 PASSED ON SECOND READING: \_\_\_\_\_  
976  
977 \_\_\_\_\_  
978 Richard A. Horn, Council President  
979  
980 *ATTEST:*  
981  
982 \_\_\_\_\_  
983 Sandy Riffle  
984 City Clerk

# UNFINISHED BUSINESS

# COMMENTS & ANNOUNCEMENTS

# ADJOURNMENT