

# HILLIARD PLANNING AND ZONING BOARD MEETING

Hilliard Town Hall / Council Chambers  
15859 West County Road 108  
Post Office Box 249  
Hilliard, FL 32046

## BOARD MEMBERS

Wendy Prather, Chair  
Charles Reed, Vice Chair  
Josetta Lawson  
Harold "Skip" Frey  
Dallis Hunter

## ADMINISTRATIVE STAFF

Janis Fleet, AICP  
Land Use Administrator

## TOWN ATTORNEY

Christian Waugh

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## AGENDA

**TUESDAY, DECEMBER 14, 2021, 7:00 PM**

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### NOTICE TO PUBLIC

*Anyone wishing to address the Planning & Zoning Board regarding any item on this agenda is requested to complete an agenda item sheet in advance and give it to the Land Use Administrator. The sheets are located next to the printed agendas in the back of the Council Chambers. Speakers are respectfully requested to limit their comments to three (3) minutes. A speaker's time may not be allocated to others.*

### PLEDGE OF CIVILITY

WE WILL BE RESPECTFUL OF ONE ANOTHER  
EVEN WHEN WE DISAGREE.  
WE WILL DIRECT ALL COMMENTS TO THE ISSUES.  
WE WILL AVOID PERSONAL ATTACKS.  
***"Politeness costs so little." – ABRAHAM LINCOLN***

## CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

## CHAIR

To call on members of the audience wishing to address the Council on matters not on the Agenda.

## PUBLIC HEARINGS

### ITEM-1

Special Exception No. 20211025 - Allow Chickens, Roosters, and Ducks at 37246 West Third Street.  
Parcel ID No. 08-3N-24-2380-0058-0011

Applicant: Christina Morgan, Property Owner

Disclosure of Ex Parte Communication

Open Public Hearing

Call for Public Comment

Close Public Hearing on Special Exception No. 20211025

**REGULAR MEETING - Planning & Zoning Board Action**

## **REGULAR MEETING**

- ITEM-2** Additions/Deletions to Agenda
- ITEM-3** Planning & Zoning Board approval of the Minutes from the November 9, 2021 Workshop and Regular Meeting.
- ITEM-4** Planning and Zoning Board approval of Site Plan Application #2021116 – Busy Bee Laundromat  
Property Owner – Colleen Bell, Manager, Tuffy Properties, LLC  
Parcel ID No. 08-3N-24-2380-0019-0042  
***Janis K. Fleet, AICP – Land Use Administrator***
- ITEM-5** Planning and Zoning Board approval of Site Clearing/Site Work Application #2021122 – Whisper Ridge Planned Unit Development  
Property Owner – LGI Homes – Florida, LLC (Brian Martin)  
Parcel ID Nos. 04-3N-24-0000-0006-0010 and 04-3N-0000-0004-0100  
***Janis K. Fleet, AICP – Land Use Administrator***
- ITEM-6** Planning & Zoning Board recommendation of Board reappointment to the Town Council of Board Members Charles A. Reed and Harold "Skip" Frey for an additional three year term.

## **ADDITIONAL COMMENTS**

**PUBLIC**

**BOARD MEMBERS**

**LAND USE ADMINISTRATOR**

**TOWN ATTORNEY**

## **ADJOURNMENT**

The Town may take action on any matter during this meeting, including items that are not set forth within this agenda.

## **TOWN COUNCIL MEETINGS**

The Town Council meets the first and third Thursday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

## **PLANNING & ZONING BOARD MEETINGS**

The Planning & Zoning Board meets the second Tuesday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

## **MINUTES & TRANSCRIPTS**

Minutes of the Town Council meetings can be obtained from the Town Clerk's Office. The Meetings are usually recorded but are not transcribed verbatim for the minutes. Persons requiring a verbatim transcript may make arrangements with the Town Clerk to duplicate the recordings, if available, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

### **TOWN WEBSITE & YOUTUBE MEETING VIDEO**

The Town's Website can be access at [www.townofhilliard.com](http://www.townofhilliard.com).  
Live & recorded videos can be access at [www.youtube.com](http://www.youtube.com) search - Town of Hilliard, FL.

### **ADA NOTICE**

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Town Clerk's Office at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.

### **APPEALS**

Pursuant to the requirements of Section 286.0105, Florida Statues, the following notification is given: If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

### **PUBLIC PARTICIPATION**

Pursuant to Section 286.0114, Florida Statutes, effective October 1, 2013, the public is invited to speak on any "proposition" before a board, commission, council, or appointed committee takes official action regardless of whether the issue is on the Agenda. Certain exemptions for emergencies, ministerial acts, etc. apply. This public participation does not affect the right of a person to be heard as otherwise provided by law.

### **EXPARTE COMMUNICATIONS**

Oral or written exchanges (sometimes referred to as lobbying or information gathering) between a Council Member and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the Town Council. The exchanges must be disclosed by the Town Council so the public may respond to such exchanges before a vote is taken.

### **2021 HOLIDAYS**

#### **TOWN HALL OFFICES CLOSED**

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|----------------------------------|-----------------------------|
| 1. Martin Luther King, Jr. Day   | Monday, January 18, 2021    |
| 2. Memorial Day                  | Monday, May 31, 2021        |
| 3. Independence Day Monday       | Monday, July 5, 2021        |
| 4. Labor Day                     | Monday, September 6, 2021   |
| 5. Veterans Day                  | Thursday, November 11, 2021 |
| 6. Thanksgiving Day              | Thursday, November 25, 2021 |
| 7. Friday after Thanksgiving Day | Friday, November 26, 2021   |
| 8. Christmas Eve                 | Thursday, December 23, 2021 |
| 9. Christmas Day                 | Friday, December 24, 2021   |
| 10. New Year's Eve               | Thursday, December 30, 2021 |
| 11. New Year's Day               | Friday, December 31, 2021   |