

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 A. Reed, Vice Chair
Harold "Skip" Frey, Board Member
Josetta Lawson, Board Member
Kevin Webb, Board Member

ADMINISTRATIVE STAFF

Lee Anne Wollitz
Land Use Administrator

PLANNING AND ZONING ATTORNEY

Christian Waugh

MINUTES

TUESDAY, AUGUST 13, 2024, 7:00 PM

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

PRESENT

Chair Wendy Prather
Planning and Zoning Board Member Harold "Skip" Frey
Planning and Zoning Board Member Josetta Lawson
Planning and Zoning Board Member Kevin Webb

ABSENT

Vice Chair Charles A. Reed

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

No Additions or Deletions to the Agenda.

ITEM-2 Planning and Zoning Board Recommendation to the Town Council, the Minor
Subdivision Application No. 20240716.
Parcel ID No. 09-3N-24-0000-0024-0000

Property Owner- Doug Loyd.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz – Land Use Administrator read staff report with 3 conditions.

Wendy Prather, Board Chair asked for clarity of Ownership and is answered by Land Use Administrator.

Harold Frey, Board Member asked for clarity of placement and is answered by Land Use Administrator.

Kevin Webb, Board Member asked for the direction the homes would face and is answered by the Land Use Administrator.

Chauntee Diaz, 27904 Conner Nelson Road, Audience member, asked as to age of sewer system and is answered by Land Use Administrator.

Wendy Prather, Board Chair, Questioned on water hookup details and is answered by the Land Use Administrator.

Harold Frey, Board Member, asked if both new lots will it meet R-2 Standard and is answered by the Land Use Administrator.

Motion is made with the following conditions:

1. The applicant shall record the lot split with the Clerk of the Court and provide the Town with evidence of the recordation.
2. The applicant shall obtain a real estate parcel number for the newly created parcel from the Property Appraiser and provide those real estate parcel number to the Town.
3. The applicant shall provide a utility easement across the proposed new lot to allow access to utility lines to the existing dwelling unit.

Motion made by Planning and Zoning Board Member Frey, Seconded by Planning and Zoning Board Member Webb.

Voting Yea: Chair Prather, Planning and Zoning Board Member Frey, Planning and Zoning Board Member Lawson, Planning and Zoning Board Member Webb

ITEM-3

Planning and Zoning Board to change meeting date from the second Tuesday of each month to the first Tuesday of each month, effective September 2024.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz – Land Use Administrator reads staff report and provides updated Planning and Zoning Calendar.

Motion made by Planning and Zoning Board Member Frey, Seconded by Planning and Zoning Board Member Lawson.

Voting Yea: Chair Prather, Planning and Zoning Board Member Frey, Planning and Zoning Board Member Lawson, Planning and Zoning Board Member Webb

ITEM-4 Planning and Zoning Board Approval of Minutes from 7.9.2024 Public Hearing and Regular Meeting.

Motion made by Planning and Zoning Board Member Lawson, Seconded by Planning and Zoning Board Member Frey.

Voting Yea: Chair Prather, Planning and Zoning Board Member Frey, Planning and Zoning Board Member Lawson, Planning and Zoning Board Member Webb

ADDITIONAL COMMENTS

PUBLIC

Chauntee Diaz, 27904 Conner Nelson Road, suggest the public be invited to stand for the pledge.

BOARD MEMBERS

Prather, Chair and Frey, Board Member are happy that the meetings are moving back to first Tuesday of each month.

LAND USE ADMINISTRATOR

No comments.

PLANNING AND ZONING ATTORNEY

Not present, no comments.

ADJOURNMENT

Motion to adjourn at 7:14pm.

Motion made by Planning and Zoning Board Member Lawson, Seconded by Planning and Zoning Board Member Frey.

Voting Yea: Chair Prather, Planning and Zoning Board Member Frey, Planning and Zoning Board Member Lawson

Approved this 3rd day of September 2024, by the Hilliard Planning & Zoning Board, Hilliard, Florida



Wendy Prather, Chair
Hilliard Planning & Zoning Board