

# 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

Harold "Skip" Frey, Chair  
Dustin Winnon, Vice Chair  
Kevin Webb, Board Member  
Michael Hallman, Board Member  
Dalton Hood, Board Member

## ADMINISTRATIVE STAFF

Lee Anne Wollitz  
Land Use Administrator

## PLANNING AND ZONING ATTORNEY

Juan Quintero Bornas

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## MINUTES

**THURSDAY, AUGUST 27, 2026, 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

## PRESENT

Chair Harold "Skip" Frey  
Vice Chair Dustin Winnon  
Planning and Zoning Board Member Kevin Webb  
Planning and Zoning Board Member Michael Hallman- Attending via TEAMS  
Planning and Zoning Board Member Dalton Hood

## REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

No Additions or Deletions to the Meeting.

ITEM-2 Planning & Zoning Board Consideration of Site Clearing Site Work Application for Parcel ID # 17-3N-24-2020-0027-0000, Cory Carter, Application # 20260806.  
***Lee Anne Wollitz – Land Use Administrator***

**Lee Anne Wollitz - Land Use Administrator** reads staff report and explains the site plan.

**Dustin Winnon - Vice Chair**, asks if there is a pond currently at the location.

**C. Carter, Applicant** - replies that there is no pond on his parcel and he plans to use the dirt that is excavated to add to low spots on his property.

**Michael Hallman, Board Member**, asks about the depth of the pond as well as for the 4:1 slope to be confirmed.

**Mike Fitzpatrick, Engineer**, confirms a pond depth between 12 & 15 feet deep and a 4:1 slope for the pond.

Motion is made to include the condition suggested by the Land Use Administrator and included in the Agenda Item Report.

Motion made by Vice Chair Winnon, Seconded by Planning and Zoning Board Member Webb.

Voting Yea: Chair Frey, Vice Chair Winnon, Planning and Zoning Board Member Webb, Planning and Zoning Board Member Hood

ITEM-3 Planning & Zoning Board approval of Minutes from July 23, 2026, Regular Meeting.

Motion made by Planning and Zoning Board Member Webb, Seconded by Vice Chair Winnon.

Voting Yea: Vice Chair Winnon, Planning and Zoning Board Member Hallman, Planning and Zoning Board Member Hood

## **ADDITIONAL COMMENTS**

### **PUBLIC**

No Public Wish to comment.

### **BOARD MEMBERS**

**Dustin Winnon, Vice Chair**, gives update on back-to-school event hosted in Hilliard by Nassau County Health Department. There was a great turn out and the Health Department staff did a great job of taking care of our community.

### **LAND USE ADMINISTRATOR**

**Lee Anne Wollitz, Land Use Administrator** gives updates that include information related to members of the board who have a term ending at the end of the year, additional code sections and recently passed Ordinances related to Chapter 62 for the Board to place in their binders, and the staff positions that are open in the Building & Zoning Office.

### **PLANNING AND ZONING ATTORNEY**

Planning & Zoning Attorney has nothing to add.

## ADJOURNMENT

Motion to Adjourn is made at 7:14pm.

Motion made by Vice Chair Winnon, Seconded by Planning and Zoning Board Member Webb.  
Voting Yea: Chair Frey, Vice Chair Winnon, Planning and Zoning Board Member Webb,  
Planning and Zoning Board Member Hallman, Planning and Zoning Board Member Hood

Approved this 24th day of September 2026, by the Hilliard Planning & Zoning Board, Hilliard,  
Florida

A handwritten signature in black ink, appearing to read "Harold Frey", is written over a horizontal line.

Harold "Skip" Frey, Chair  
Hilliard Planning & Zoning Board