

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, APRIL 09, 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
Vice Chair Charles A. Reed
Planning and Zoning Board Member Harold "Skip" Frey
Planning and Zoning Board Member Josetta Lawson
Planning and Zoning Board Member Kevin Webb

CHAIR

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

No Public wish to address the Board.

PUBLIC HEARINGS

Public Hearing Opened- 7:03 p.m.

ITEM-1 Planning and Zoning Board Recommendation to the Town Council to Adopt Ordinance No. 2024-02 Amending Section 62-1, 62-36, 62-281, 62-386 of Chapter 62, the Land Development Regulations.
Lee Anne Wollitz – Land Use Administrator

No Public wish to address the Board on Ordinance 2024-02.

Motion made to close the Public Hearing at 7:05 p.m.

Motion made by Planning and Zoning Vice Chair Reed, Seconded by Planning and Zoning Board Member Frey.

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

Planning and Zoning Action

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

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

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

No Additions or Deletions to the Agenda.

ITEM-3 Planning and Zoning Board approval of Site Clearing/Site Work Application No. 20240318. Property Owner – Tony Helmuth
Parcel ID No. 08-3N-24-2385-0001-0000.
Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz, Land Use Administrator, reads staff report.

Tony Helmuth, Property Owner, states his intention to fill his backyard with four loads of dirt and use the fifth load on the neighbor's property.

Kevin Webb, Board Member, asks if we need to continue with the application approval given this new information.

Lee Anne Wollitz, Land Use Administrator, answered Mr. Webb's question, that this application would still be needed as this is a Code Enforcement issue and there are still five loads of dirt on the property.

Wendy Prather, Chairman, asks the property owner who the delivery company is.

A motion is made that includes the requirements set forth in the Agenda Item Report.

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

Voting Yea: Chair Prather, Vice Chair Reed, 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 Site Clearing/Site Work Application No. 03262024.1. Property Owner – Dayspring Property Services, LLC. Parcel ID No. 08-3N-24-2380-0022-0021.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz, Land Use Administrator, reads staff report.

Skip Frey, Board Member, states that he thinks that a representative from the Dayspring company should have been in attendance. Also, if they do any additional work without applications the Zoning Board will be unhappy!

Lee Anne Wollitz, Land Use Administrator, shares an invitation to the Town Council Workshop on Thursday where the Council will discuss Code Enforcement processes and fines.

Zoning Board discusses Code Enforcement and what can be done about these issues in future.

Wendy Prather, Chairman, asks for a 30-day requirement for completion of work to be added the condition on the Agenda Item Report.

Motion made by Planning and Zoning Board Member Lawson, 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
Voting Nay: Vice Chair Reed

ITEM-5 Planning and Zoning Board approval of Site Clearing/Site Work Application No. 03262024.2. Property Owner – Dayspring Property Services, LLC. Parcel ID No. 08-3N-24-2380-0151-0050.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz, Land Use Administrator, reads staff report.

Skip Frey, Board Member, asks for the conditions that any damage done to town swells be repaired at the applicant's expense, that the work be completed within 30 days, and that no new water be pushed onto the neighboring properties due to this work in addition to the condition on the agenda item report.

Motion made by Planning and Zoning Board Member Frey, Seconded by Planning and Zoning Board Member Webb.
Voting Yea: Chair Prather, Vice Chair Reed, Planning and Zoning Board Member Frey, Planning and Zoning Board Member Lawson, Planning and Zoning Board Member Webb

ITEM-6 Planning and Zoning Board approval of Site Clearing/Site Work Application No. 03262024.3. Property Owner – Dayspring Property Services, LLC.
Parcel ID No. 08-3N-24-2380-0151-0010.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz, Land Use Administrator, reads staff report.

Skip Frey, Board Member, asks for the conditions that any damage done to town swells be repaired at the applicant's expense, that the work be completed within 30 days, and that no new water be pushed onto the neighboring properties due to this work in addition to the condition on the agenda item report.

Motion made by Planning and Zoning Board Member Lawson, Seconded by Planning and Zoning Board Member Webb.
Voting Yea: Chair Prather, Vice Chair Reed, Planning and Zoning Board Member Frey, Planning and Zoning Board Member Lawson, Planning and Zoning Board Member Webb

ITEM-7 Planning and Zoning Board approval of Site Clearing/Site Work Application No. 03262024.4. Property Owner – Dayspring Property Services, LLC.
Parcel ID No. 08-3N-24-2380-0023-0021.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz, Land Use Administrator, reads staff report.

Skip Frey, Board Member, asks for the conditions that any damage done to town swells be repaired at the applicant's expense, that the work be completed within 30 days, and that no new water be pushed onto the neighboring properties due to this work in addition to the condition on the agenda item report.

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
Voting Nay: Vice Chair Reed

ITEM-8 Special Exception Discussion and Recommendation to Council for changing of fee schedule.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz, Land Use Administrator, reads staff report.

No Changes Suggested by the Planning and Zoning Board, therefore no Motion was made.

ITEM-9 Planning and Zoning approval of the Minutes from March 12, 2024, regular Meeting.

Motion made by Planning and Zoning Board Member Frey, Seconded by Vice Chair Reed.

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

ADDITIONAL COMMENTS

PUBLIC

Paul Lucas, Third Avenue, Thanks the Board and Skip Frey for being Passionate about the Town.

Jimmy Davis, Mill Street, states that he is aggravated by zoning fees and building fees. He also asks for clarification on the code as it speaks about filing and requirements.

BOARD MEMBERS

Josetta Lawson, Board Member, asks for guidance on junk or trash in a yard.

LAND USE ADMINISTRATOR

No additional comments from the Land Use Administrator.

PLANNING AND ZONING ATTORNEY

No additional comments by the Planning and Zoning Attorney was absent.

ADJOURNMENT

Motion to adjourn at 8:10pm.

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

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

Approved this 14th day of May 2024, by the Hilliard Planning & Zoning Board, Hilliard, Florida



Wendy Prather, Chair
Hilliard Planning & Zoning Board