

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, Vice Chair
Charles A. Reed, Board Member
Josetta Lawson, Board Member
Wendy Prather, Board Member

ADMINISTRATIVE STAFF

Janis Fleet, AICP
Land Use Administrator

PLANNING AND ZONING ATTORNEY

Mary Norberg

MINUTES

TUESDAY, AUGUST 09, 2022, 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

Vice Chair Harold "Skip" Frey
Planning and Zoning Board Member Charles A. Reed
Planning and Zoning Board Member Wendy Prather

ABSENT

Planning and Zoning Board Member Josetta Lawson

Vice Chair Frey reads Item-5 and states Mr. Bishop requested the item be moved to the September 13, 2022, Planning and Zoning Board meeting.

Motion is made to defer Item-5 to the September 13, 2022, Planning and Zoning Board Meeting.

Motion made by Planning and Zoning Board Member Reed, Seconded by Planning and Zoning Board Member Prather.

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

PUBLIC HEARINGS

ITEM-1 Planning & Zoning Board approval to grant Variance No. 20220628 to Reduce the Minimum Lot Width and Minimum Lot Area for Parcel ID No. 08-3N-24-2380-0170-0080, for Bobby Franklin applicant on behalf of B.Y. Franklin, property owner.
Janis Fleet, AICP - Land Use Administrator

Disclosure of Ex Parte Communication
None

Open Public Hearing

Land Use Administrator Janis Fleet reads the staff report and states the staff is recommending denial based on the Town Code.

Call for Public Comment

Applicant Bobby Franklin speaks regarding his request.

Joe Hoewischer, 27112 Minnesota Street, Hilliard, states he wants four lots but Bobby Franklin has a house on both sides with three lots in the middle so the Town should allow Mr. Franklin the variance. He further states Mr. Franklin told him that if he was not allowed to build, Mr. Franklin would sell a lot so Mr. Hoewischer would have four lots.

Close Public Hearing on Variance No. 20220628 at 7:16 p.m.

Motion made by Planning and Zoning Board Member Reed, Seconded by Planning and Zoning Board Member Prather.

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

REGULAR MEETING - Planning & Zoning Board Action

Following discussion by the Planning and Zoning Board, motion is made to recommend approval of Variance No. 20220628 based on the Finding of Fact that the Variance complies with the requirements Section 62-183 of the Town Code.

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

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

ITEM-2 Planning & Zoning Board approval to grant a Special Exception No. 20220630 to allow a RV Park at 3714 Raven Road, Parcel ID No. 17-3N-24-2020-0057-0000, for Brad Wester, applicant and Hilliard, LLC. property owner.
Janis Fleet, AICP - Land Use Administrator

Disclosure of Ex Parte Communication
None

Open Public Hearing

Land Use Administrator Janis Fleet reads the staff report and states the staff is recommending approval with certain conditions.

Call for Public Comment

Property Owner Greg Simmons explains that since it has been over a year since the original Special Exception was granted that he is now ready to move forward with the project and therefore has resubmitted a new site plan.

Henry Vorpe, 4201 Baymeadows Road, Jacksonville, states he is the engineer on the project and explains what all that the project will consist of.

Steve Covington, 31553 Pine Street, Hilliard, states he is against the RV Park but is glad the trailers are gone.

Michael Ross, PO Box 1661, Hilliard, states he is against the RV Park and would rather have a tiny home community instead.

Joe Hoewischer, 27112 Minnesota Street, Hilliard, states he is against the RV Park but is glad the trailers are gone. He states again he does not want a RV Park in the Town limits.

Property Owner Greg Simmons states the RV Park provides an opportunity for the Town and speaks about the amenities that will be at the RV Park. He further states that the RV Park will be kept up.

Close Public Hearing on Special Exception No. 20220630 at 7:40 p.m.

Motion made by Planning and Zoning Board Member Reed, Seconded by Planning and Zoning Board Member Prather.

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

REGULAR MEETING - Planning & Zoning Board Action

Planning and Zoning Board Member Prather asks how this will impact the Town utilities infrastructure.

Henry Vorpe, 4201 Baymeadows Road, Jacksonville, explains that a RV Park is governed under rules that will require that they have sufficient infrastructure.

Land Use Administrator Janis Fleet states they will have to have concurrency for the development.

Planning and Zoning Board Vice Chair Frey asks that a Traffic Study be

added as a condition.

Motion is made for Planning and Zoning Board to approve Special Exception No. 20220630 that the request meets the requirements of Section 62-157 of the Town Code. The motion includes compliance with the conditions in the staff report, plus the additional condition of requiring a Traffic Study being done for the project.

Motion made by Planning and Zoning Board Member Prather, Seconded by Planning and Zoning Board Member Reed.

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

ITEM-3

Planning and Zoning Board Recommendation on Ordinance No. 2022-05, Rezoning from R-2 to R-3; Parcel ID No. 08-3N-24-2380-0182-0010; Property Owner – Conner Development Group, Inc., Applicant Tracey Connor
Janis Fleet, AICP - Land Use Administrator

Disclosure of Ex Parte Communication
None

Land Use Administrator Janis Fleet reads the staff report recommending the Board recommend to the Town Council the adoption of Ordinance No. 2022-05 to rezone from R-2 to R-3.

Open Public Hearing

Tracey Conner, 171641 Hodges Road, Hilliard, explains that she would like to build five versus four homes on the property and states that she is requesting the Zoning change to construct the 5 homes.

Call for Public Comment

No Public Comment.

Close Public Hearing on Rezoning Application No. 20220608 at 7:57 p.m.

Motion made by Planning and Zoning Board Member Reed, Seconded by Planning and Zoning Board Member Prather.

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

REGULAR MEETING - Planning & Zoning Board Action

Planning and Zoning Board Member Prather asks if the rezoning will allow Ms. Conner to meet setback requirements.

Tracey Conner, 171641 Hodges Road, Hilliard, answers yes.

Planning and Zoning Board Member Reed asks what size houses Ms. Conner is going to build.

Tracey Conner, 171641 Hodges Road, Hilliard, responds that the dwelling units would be 1,200 sq ft to 1,500 sq ft in size with either hardy board or vinyl siding.

Motion made to recommend to the Town Council the adoption of Ordinance No. 2022-05 to rezone from R-2 to R-3.

Motion made by Planning and Zoning Board Member Prather, Seconded by Planning and Zoning Board Member Reed.

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

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

Developer Marcus Holley states that he was on the July 12, 2022, Planning & Zoning Board agenda and was supposed to be moved to tonight's agenda, and since he was not, he asked to be added to the agenda for tonight.

Land Use Administrator Fleet asks Mr. Holley to call her so she can explain.

Developer Marcus Holley agrees to do so.

REGULAR MEETING

ITEM-4 Additions/Deletions to Agenda

No additions or deletions to the agenda.

ITEM-5 Planning and Zoning Board Recommendation on Ordinance No. 2022-03 Future Land Use Map Amendment from Medium Density Residential to High Density Residential for Parcel ID No. 08-3N-24-2380-0063-0010; Property Owner – Wayne Bishop

Janis Fleet, AICP - Land Use Administrator

Item deferred to the September 13, 2022, agenda.

ITEM-6 Planning & Zoning Board approval of Site Clearing/Site Work Application #20220714 for Parcel ID No. 08-3N-24-2440-0002-0000; Property Owner – Walter and Brook Doser

Janis Fleet, AICP - Land Use Administrator

Land Use Administrator Janis Fleet reads staff report.

Motion is made to approve applicant with conditions.

Motion made by Planning and Zoning Board Member Prather, Seconded by Planning and Zoning Board Member Reed.

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

ITEM-7 Planning and Zoning Board Recommendation for a New Board Member to Replace Dallis Hunter
Janis Fleet, AICP - Land Use Administrator

Planning and Zoning Vice Chair Frey states he would like to recommend Lee Anne Wollitz to replace Dallis Hunter on the Board.

Motion is made to recommend to the Town Council Lee Anne Wollitz to fill vacant seat on Planning and Zoning Board.

Motion made by Planning and Zoning Board Member Prather, Seconded by Planning and Zoning Board Member Reed.

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

ITEM-8 Planning and Zoning Board approval of the Minutes from the July 12, 2022, Public Hearing and Regular Meeting.

Motion made by Planning and Zoning Board Member Reed, Seconded by Planning and Zoning Board Member Prather.

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

ADDITIONAL COMMENTS

PUBLIC

Michael Ross, PO Box 1661, Hilliard, asks about mobile homes and where they are allowed.

Planning and Zoning Board Member Prather states that mobile homes are currently allowed in the R-4, zoning district which is located between the high school and elementary school. They are also currently allowed in the RMH zoning districts that is located on Pine Street. Zoning Board Member Prather further states that she wants Mr. Ross to stay involved.

BOARD MEMBERS

No comment from the Board.

LAND USE ADMINISTRATOR

Land Use Administrator Fleet states the Planning and Zoning Board will miss having

Dallis Hunter. She also states a Property Rights Element needs to be added to the Comprehensive Plan to comply with changes in State Statutes. A Public Hearing and discussion of the Property Rights Element will be on the next agenda.

PLANNING AND ZONING ATTORNEY

No comment.

ADJOURNMENT

Motion to adjourn at 8:17 p.m.

Motion made by Planning and Zoning Board Member Reed, Seconded by Planning and Zoning Board Member Prather.

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

Approved this 13th day of September 2022, by the Hilliard Planning & Zoning Board, Hilliard, Florida.



Skip Frey, Vice Chair
Hilliard Planning & Zoning Board