

# 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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## MINUTES

**TUESDAY, SEPTEMBER 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

## PRESENT

Chair Wendy Prather  
Vice Chair Charles A. Reed  
Planning & Zoning Board Member Josetta Lawson  
Planning & Zoning Board Member Harold "Skip" Frey  
Planning & Zoning Board Member Dallis Hunter

## CHAIR

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

No public wish to address the Board.

## REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

Land Use Administrator Janis Fleet advises that the Final Plat for the SSI Subdivision needs to be added to the agenda and states that this item was left off by error.

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

ITEM-2      Planning & Zoning Board approval of the Minutes from the August 10, 2021, Regular Meeting.

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

ITEM-3      Planning & Zoning Board recommendation for final plat 20210824, for the SSI Subdivision located on County Road 108 between Kristie Circle South and Kristie Circle North to the Town Council.

Motion to include all conditions listed in staff report.

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

ITEM-4      Planning and Zoning Board Approval of Site Plan 20210519 - Site Plan and Construction Plans for the Whisper Ridge PUD.

**Janis K. Fleet, AICP, Land Use Administrator**

Motion to include all conditions listed in staff report.

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

ITEM-5      Planning and Zoning Board Approval of Site Clearing/Site Work Application #20210821-01

Property Owner – Coastland Group, LLC, Christopher Goodin Owner  
Parcel ID# - 08-3N-24-2380-0178-0090

**Janis K. Fleet, AICP, Land Use Administrator**

Chris Goodin, Property Owner and Earl Bright, Site Developer question the Board regarding the conditions that are listed in the staff report.

Motion to add to the conditions listed in staff report temporary culverts to be used when logging the timber at Montanan Street and New Front Street. Mark trees in lieu of tree survey. Topographic survey before and after for drainage. No building permits until all listed and added conditions are complete.

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

Voting Yea: Chair Prather, Vice Chair Reed, Planning & Zoning Board Member Lawson, Planning & Zoning Board Member Frey, Planning & Zoning Board Member Hunter

Motion to include items 5, 6, 7, 8 & 9 for Coastland Group, LLC, Christopher Goodin, Owner.

Motion made by Planning & Zoning Board Member Hunter, Seconded by Planning & Zoning Board Member Lawson.

Voting Yea: Chair Prather, Vice Chair Reed, Planning & Zoning Board Member Lawson, Planning & Zoning Board Member Frey, Planning & Zoning Board Member Hunter

- ITEM-6      Planning and Zoning Board Approval of Site Clearing/Site Work Application #20210821-04  
Property Owner – Coastland Group, LLC, Christopher Goodin Owner  
Parcel ID# - 08-3N-24-2380-0176-0080  
**Janis K. Fleet, AICP, Land Use Administrator**
- ITEM-7      Planning and Zoning Board Approval of Site Clearing/Site Work Application #20210821-12  
Property Owner – Coastland Group, LLC, Christopher Goodin Owner  
Parcel ID# - 08-3N-24-2380-0148-0010  
**Janis K. Fleet, AICP, Land Use Administrator**
- ITEM-8      Planning and Zoning Board Approval of Site Clearing/Site Work Application #20210821-19  
Property Owner – Coastland Group, LLC, Christopher Goodin Owner  
Parcel ID# - 08-3N-24-2380-0127-0010  
**Janis K. Fleet, AICP, Land Use Administrator**
- ITEM-9      Planning and Zoning Board Approval of Site Clearing/Site Work Application #20210821-25.26  
Property Owner – Coastland Group, LLC, Christopher Goodin Owner  
Parcel ID# - 08-3N-24-2380-0139-0010  
**Janis K. Fleet, AICP, Land Use Administrator**
- ITEM-10     Planning and Zoning Board Approval of Extension of the Site Clearing/Site Work Application #202100528

Property Owner – James Hilliard  
Parcel ID# - 16-3N-24-0000-0006-0190  
**Janis K. Fleet, AICP, Land Use Administrator**

Motion to include all conditions listed in staff report.

Motion made by Planning & Zoning Board Member Frey, Seconded by Planning & Zoning Board Member Hunter.

Voting Yea: Chair Prather, Vice Chair Reed, Planning & Zoning Board Member Lawson, Planning & Zoning Board Member Frey, Planning & Zoning Board Member Hunter

ITEM-11      Planning and Zoning Board Review of Land Development Regulations  
Article III  
**Janis K. Fleet, AICP, Land Use Administrator**

A workshop is scheduled for prior to the next meeting on Tuesday, October 12, 2021, at 6:00 p.m. to continue the LDR Revisions.

#### **ADDITIONAL COMMENTS**

##### **PUBLIC**

**Paula Hilliard, 37089 South Oak Street, Hilliard, Florida**, states that all of South Oak Street has drainage issues.

**James Hilliard, 37089 South Oak Street, Hilliard, Florida**, questions drainage plan. Board Member Skip Frey advises that it would be in his best interest to work it out with the neighboring property owners.

**Earl Bright, 29904 Pigeon Creek Road, Hilliard, Florida**, asks about when the LDR Revisions will be completed. Land Use Administrator, Janis Fleet advises that by the end of the year they plan to start the adoption process.

##### **BOARD MEMBERS**

No comments from Board Members.

##### **LAND USE ADMINISTRATOR**

Janis Fleet, AICP speaks regarding the development process.

##### **TOWN ATTORNEY**

Not requested at meeting.

##### **ADJOURNMENT**

Motion to adjourn at 8:10 p.m.

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

Approved this 12<sup>th</sup> day of October, 2021 by the Hilliard  
Planning & Zoning Board, Hilliard, Florida.

A handwritten signature in cursive script, reading "Wendy Prather", written over a horizontal line.

Wendy Prather, Chair  
Hilliard Planning & Zoning Board