

# 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, DECEMBER 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

### ABSENT

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.

**PUBLIC HEARINGS**

ITEM-1 Special Exception No. 20211025 - Allow Chickens, Roosters, and Ducks at 37246 West Third Street.  
Parcel ID No. 08-3N-24-2380-0058-0011

Applicant: Christina Morgan, Property Owner

Disclosure of Ex Parte Communication

**Planning and Zoning Board Member Skip Frey** discloses that he visited Mrs. Morgan regarding her chickens and roosters as a citizen, not as Planning and Zoning Board member, as three people in the neighborhood also had chickens and roosters and the chickens and roosters had been keeping him up at night.

Open Public Hearing  
Call for Public Comment

**Mrs. Christina Morgan, 37246 West Third Street, Hilliard, Florida,** speaks and explains that she has chickens, roosters, and ducks and wishes to keep them on her property.

**Mr. Kevin Burnette, 37231 West Third Street, Hilliard, Florida,** states he is in support of Special Exception No. 20211025

**Ms. Vivian Armstrong, 37390 Oxford Street, Hilliard, Florida,** states she is in support of Special Exception No. 20211025

**Mrs. Renee Herring and Mr. Wilbur Herring, 37204 West Third Street, Hilliard, Florida,** states they are in support of Special Exception No. 20211025

**Ms. Nancy Mager representing the Congregation of Bethany Episcopal Church, 15860 County Road 108, Hilliard, Florida,** states she and the congregation are in support of Special Exception No. 20211025

Close Public Hearing on Special Exception No. 20211025

Motion made by Vice Chair Reed, Seconded by Planning & Zoning Board Member Lawson.

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

**REGULAR MEETING - Planning & Zoning Board Action**

Land Use Administrator Fleet reads the staff recommendation.

Planning and Zoning Board Members discuss with Mrs. Morgan how many chickens, roosters, and ducks she currently has and if she is opposed to being limited to how many of each she can have. Mrs. Morgan agrees to a total not to exceed 15 birds.

Motion to grant Special Exception No. 20211025 to allow a maximum of 15 birds total with no more than 2 roosters and 2 ducks and granting the Special Exception meets the requirements of Section 62-157 1-9 of the Hilliard Town Code.

Motion made by Vice Chair Reed, Seconded by Planning & Zoning Board Member Lawson.

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

## REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

No additions or deletions to the agenda.

ITEM-3 Planning & Zoning Board approval of the Minutes from the November 9, 2021, Workshop and Regular Meeting.

Motion made by Planning & Zoning Board Member Lawson, Seconded by Vice Chair Reed.

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

ITEM-4 Planning and Zoning Board approval of Site Plan Application #2021116 – Busy Bee Laundromat  
Property Owner – Colleen Bell, Manager, Tuffy Properties, LLC  
Parcel ID No. 08-3N-24-2380-0019-0042

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

Land Use Administrator Fleet reads the staff recommendation.

Board Member asked the applicant the parking lot was going to be paved and if the underground tanks had been removed.

Ms. Bell responded that they will repaving and upgrading the parking lot and that the underground tanks had been removed from the site. She stated that Phase 1 environmental study has been performed on the site and no environmental issues were identified.

Motion made to approve Site Plan Application No. 2021116 with conditions in the staff report.

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

ITEM-5 Planning and Zoning Board approval of Site Clearing/Site Work Application #20211122 – Whisper Ridge Planned Unit Development Property Owner – LGI Homes – Florida, LLC (Brian Martin) Parcel ID Nos. 04-3N-24-0000-0006-0010 and 04-3N-24-0000-0004-0100  
**Janis K. Fleet, AICP – Land Use Administrator**

Mr. Ed Kassik of LGI Homes is present and serves as Land Development Manager. LGI Homes is set to break ground at the first of the year.

Motion made to approve Site Clearing/Site Work Application No. 20211122 with conditions in the staff report.

Motion made by Planning & Zoning Board Member Frey, Seconded by Vice Chair Reed with the conditions in the staff report.

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

ITEM-6 Planning & Zoning Board recommendation of Board reappointment to the Town Council of Board Members Charles A. Reed and Harold "Skip" Frey for an additional three-year term.

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

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

## **ADDITIONAL COMMENTS**

### **PUBLIC**

No public comments.

### **BOARD MEMBERS**

**Planning and Zoning Member Skip Frey** states he thinks granting the Special Exception No. 20211025 was the right thing to do.

### **LAND USE ADMINISTRATOR**

**Land Use Administrator Fleet** advised the Planning and Zoning Board that a meeting on development was held between with Town staff and the Town's Consulting engineers to discuss infrastructure requirements for developers. She stated that a workshop will be scheduled with the Town Council in January of 2022 to discuss the adoption of standards and policies for the construction of infrastructure to serve new development. She also wishes everyone a Merry Christmas and Happy New Year.

### **TOWN ATTORNEY**

Not requested at meeting.

**ADJOURNMENT**

Motion to adjourn at 7:55 p.m.

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

Approved this 11<sup>th</sup> day of January, 2022 by the Hilliard Planning & Zoning Board, Hilliard, Florida.



Wendy Prather, Chair  
Hilliard Planning & Zoning Board