

# 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, OCTOBER 12, 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 PUD Rezoning No. 20210809 - Rezoning A-1 to PUD  
Rezoning Parcel ID No.'s 15-3N-2320-0019-0000, 15-3N-24-2320-0020-0000,  
15-3N-24-2320-0021-0000, 22-3N-24-2320-0025-0000 & 22-3N-24-2320-0041-  
0000, from A-1 Agricultural to PUD Planned Unit Development to create the  
Greenbrier PUD.

Applicant: Rogers Towers, P.A. and National Land Partners II, LLC, authorized  
agents for Hilliard Equity Resources, Property Owner.

Disclosure of Ex Parte Communication  
Open Public Hearing  
Call for Public Comment

**Ms. Courtney Gaver of Rogers Towers, P.A, 100 Whetstone Place, Suite 200,  
St. Augustine, Florida 32086**, gave a PowerPoint presentation of the proposed  
Greenbrier PUD.

**Mr. Patrick Whalen, 550655 U.S. Highway 1, Hilliard, Florida**, asked about  
drainage for the project and how the stormwater runoff for the project will affect  
surrounding properties.

**Mr. Shep Brock, P.O. 398, Hilliard, Florida**, asked about the creek that runs  
through the property.

**Mr. Arile Johns, Paster of the Hilliard Assembly of God, 55092 U.S. Highway  
1, Hilliard, Florida**, asked about how the entrance to the development will  
impact the church.

**Mr. Henry Vorp, AVA Engineers, 4201 Baymeadows Road, Jacksonville,  
Florida**, answers the question related to stormwater runoff and assures that the  
proposed development will improve the drainage in the area. He stated he will  
work with the adjoining property owners on the drainage issue. Mr. Vorp also  
stated the traffic engineer for the project was in attendance and will address the  
church's access issue.

Close Public Hearing on PUD Rezoning No. 20210809

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.

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

Land Use Administrator Fleet reads the staff recommendation.

Planning and Zoning Board Members discuss the project and ask questions of  
applicant project team.

Motion to recommend to the Town Council the adoption of an ordinance for PUD Rezoning No. 20210809 to create the Greenbrier PUD, with the conditions included in the 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.

ITEM-2

Special Exception No. 20210831 - Replace Mobile Home 3737 Webb Street. Parcel ID No. 05-3N-2340-0014-0040

Applicant: Erika Romero, Timberline Construction Group, authorized agents for Letashia Brown, Property Owner.

Disclosure of Ex Parte Communication

Open Public Hearing

Call for Public Comment

**Ms. Erika Romero, 9000 Phillips Highway, Jacksonville, Florida 32556,** explains the project.

Land Use Administrator Fleet reads into the record a letter received from Mr. Cris McConnell, the adjacent property owner.

**Desmond Walker, 3737 Webb Street, Hilliard, Florida,** states that his grandparents have owned this property since 1982 or 1984 and that a mobile home has been on this property since then.

Close Public Hearing on Special Exception No. 20210831

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.

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

Land Use Administrator Fleet reads the staff recommendation.

Motion made to approve Special Exception No. 20210831 to replace the existing mobile home on the property located at 3737 Webb Street with a new mobile home with compliance with the conditions included 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.

**REGULAR MEETING**

ITEM-3 Additions/Deletions to Agenda

No additions or deletions to the agenda.

ITEM-4 Planning & Zoning Board approval of the Minutes from the September 14, 2021, Regular Meeting.

Motion made by Vice Chair Reed, Seconded by Planning & Zoning Board Member Lawson to approve the minutes.

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 #20210813  
Property Owner – Carey and Dawn Carter  
Parcel ID No. 17-3N-24-2020-0027-0000

Land Use Administrator Fleet reads the staff report.

The applicant was not in attendance at the meeting when the Site Clearing/Site Work Application #20210813 was discussed.

Motion made to defer action on the application to the November meeting.

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

Voting Yea: Chair Prather, Vice Chair Reed

Voting Nay: Planning & Zoning Board Member Frey, Planning & Zoning Board Member Lawson. No majority, motion failed.

Motion made to approve Site Clearing/Site Work Application #20210813, with compliance with staff conditions and to add the condition that there cannot be a pond on the property, only land clearing.

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

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

ITEM-6 Planning and Zoning Board Recommendation for the Minor Subdivision Application #20210908  
Property Owner - Mr. William Pokorski  
Parcel ID No. 08-3N-24-2380-0084-0010

Land Use Administrator Fleet reads the staff report.

Motion made to the Town Council the approval of the Minor Subdivision Application #20210908, with compliance with the conditions included 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.

**ADDITIONAL COMMENTS**

**PUBLIC**

No public comments.

**BOARD MEMBERS**

No comments from Board Members.

**LAND USE ADMINISTRATOR**

No comment for the Board.

**TOWN ATTORNEY**

Not requested at meeting.

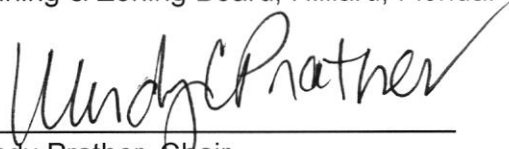
**ADJOURNMENT**

Motion to adjourn at 8:27 p.m.

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.

Approved this 9<sup>th</sup> day of November, 2021 by the Hilliard Planning & Zoning Board, Hilliard, Florida.



Wendy Prather, Chair

Hilliard Planning & Zoning Board