

# 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

Dallis Hunter, Chair  
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

## TOWN ATTORNEY

Mary Norberg

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## MINUTES

**TUESDAY, APRIL 12, 2022, 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 Dallis Hunter  
Vice Chair Harold "Skip" Frey  
Planning and Zoning Board Member Charles A. Reed  
Planning and Zoning Board Member Josetta Lawson  
Planning and Zoning Board Member Wendy Prather

## PUBLIC HEARINGS

ITEM-1 Planning and Zoning Board approval to grant Variance No. 20220309-01 to Reduce the Minimum Lot Width and Minimum Lot Area for Parcel ID No. 08-3N-24-2380-0159-0200, for Christopher Goodin/Coastland Land Group, LLC, applicant and CCRC Woodlands, property owner.

***Janis Fleet, AICP - Land Use Administrator***

Applicant: Christopher Goodin/Coastland Land Group, LLC  
Property Owner: CCRC Woodlands

Open Public Hearing  
Call for Public Comment

**Michael Franklin, 151012 County Road 108, Hilliard**, states that he is in opposition of the Variance.

**Ronald Bell, 45219 Mickler St., Callahan, Florida**, states what about residents not notified and granting this variance will devalue his property. He also states that his two lots are for sale.

**Chris Goodin, 220 Hopkins St, Unit 1, Neptune Beach**, states that he understands variance rules but because the Town has blocks divided into 25x125 lots it has affected him from being able to develop and buy lots in the Town. He also states that he did send letters regarding buying adjacent lots but he received no response.

**Ann Hlehoski, 27455 West Second Avenue, Hilliard**, states that she has not been contacted regarding selling lots but Cassidy does have their contact information because they have tried to buy lots from him.

Close Public Hearing on Variance No. 20220309-01 at 7:19 p.m.

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

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

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

**Land Use Administrator, Janis Fleet**, reads her Agenda Item Report and gives her recommendation.

**Chris Goodin** advises that he would be happy to defer action to talk to the adjacent property owners.

Following discussion by the Planning & Zoning Board, motion is made to defer decision to allow property owners time to get together to discuss and bring back at the May 10, 2022, Regular Meeting.

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

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

ITEM-2

Planning and Zoning Board approval to grant Variance No. 20220309-02 to Reduce the Minimum Lot Width and Minimum Lot Area for Parcel ID No. 08-3N-24-2380-0178-0180, for Christopher Goodin/Coastland Land Group, LLC, applicant and CCRC Woodlands, property owner.

***Janis Fleet, AICP - Land Use Administrator***

Applicant: Christopher Goodin/Coastland Land Group, LLC  
Property Owner: CCRC Woodlands

Open Public Hearing  
Call for Public Comment

**Michael Franklin, 151012 County Road 108, Hilliard**, states that he is in opposition of the Variance.

**Kenny Sims, 3799 Joy Lane, Hilliard**, states that all lots within the Town are worth something.

**Chris Goodin, 220 Hopkins St, Unit 1, Neptune Beach**, states he did not mean to offend anyone.

Close Public Hearing on Variance No. 20220309-02 at 7:33 p.m.

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

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

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

**Land Use Administrator, Janis Fleet**, reads her Agenda Item Report and gives her recommendation.

**Vice Chair Frey** asks Chris Goodin if he has looked into other options.

**Chris Goodin** explains the process he has been through and that the Land Use Density is in compliance for three lots, but the zoning is not.

**Board Member Prather** asks what the adjacent property owners' intent was.

**Ronald Bell** answers and states he is willing to sell if Goodin wants to develop, if not, he would be willing to buy Goodin's lots.

Following discussion by the Planning & Zoning Board, motion is made to defer decision to allow property owners time to get together to discuss and bring back at the May 10, 2022, Regular Meeting.

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

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

ITEM-3 Planning and Zoning Board Public Hearing on Ordinance No. 2022-02.  
An Ordinance Repealing and Replacing Chapter 62 Zoning and Land  
Development Regulations of the Hilliard Town Code; and Providing for an  
Effective Date.

***Janis Fleet, AICP - Land Use Administrator***

**Land Use Administrator Janis Fleet** explains the review process that the  
Planning & Zoning Board did to make the recommended updates to the Land  
Development Regulations code.

Open Public Hearing  
Call for Public Comment

**Michael Franklin, 151012 County Road 108, Hilliard**, states that he is in  
opposition of 75' lot widths in the R-2 Zoning District. He also asks for a copy of  
strike through and underlined section of the Land Development Regulation that  
has been under review.

**Land Use Administrator Janis Fleet** states that it will be available on the  
Town's website by the end of the week.

Close Public Hearing on Ordinance 2022-02, at 7:59 p.m.

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

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

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

Planning and Zoning Board to recommend to the Town Council Ordinance No.  
2022-02 and to set Joint Workshops to review and discuss updates.

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

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

**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-4 Additions/Deletions to Agenda

No additions or deletions to the agenda.

ITEM-5 Planning and Zoning Board approval of the Minutes from the March 8, 2022, Public Hearing and Regular Meeting.

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

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

ITEM-6 Planning and Zoning Board approval of Site Clearing/Site Work Application #20220323

Property Owner - Donna S. Jones

Parcel ID No. 08-3N-24-2380-0125-0130

***Janis Fleet, AICP - Land Use Administrator***

**Land Use Administrator, Janis Fleet**, reads her Agenda Item Report and gives her recommendation with the conditions for the approval.

Following Planning & Zoning Board Discussion, motion is made to approve the Site Clearing/Site Work Application #20220323 with all conditions except having a pre-topographic survey due to dirt already having been added.

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

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

## **ADDITIONAL COMMENTS**

### **PUBLIC**

**Michael Franklin, 151012 County Road 108, Hilliard**, states the applications for Mr. Goodin do not follow the Town Code and therefor does not qualify for a Variance and requests that the Board reads Section 62-183 of the Town Code that states the requirements to grant a Variance.

### **BOARD MEMBERS**

**Planning & Zoning Board Member Charles Reed** states that by granting the Variance, the Board would be taking away other property owners negotiation rights.

### **LAND USE ADMINISTRATOR**

**Land Use Administrator Janis Fleet** thanks the Board for the help in amending the Land Development Regulations. She states the Town Council passed a Resolution at their last meeting that states she will now be processing Plats and charging a deposit for consultant reviews.

## **TOWN ATTORNEY**

**Town Attorney Mary Norberg** thanks everyone for allowing her to serve as Legal Council for the Planning & Zoning Board.

## **ADJOURNMENT**

Motion to adjourn at 8:21 p.m.

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

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

Approved this 10<sup>th</sup> day of May 2022, by the Hilliard Planning & Zoning Board, Hilliard, Florida.

  
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Dallis Hunter, Chair  
Hilliard Planning & Zoning Board