

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
Harold "Skip" Frey, Vice Chair
Charles A. Reed, Board Member
Josetta Lawson, Board Member
Kevin Webb, Board Member

ADMINISTRATIVE STAFF

Lee Anne Wollitz
Land Use Administrator

PLANNING AND ZONING ATTORNEY

Avery Dyen

MINUTES

TUESDAY, JUNE 03, 2025, 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

Chair Wendy Prather
Planning and Zoning Board Member Charles A. Reed
Planning and Zoning Board Member Josetta Lawson
Planning and Zoning Board Member Kevin Webb

ABSENT

Vice Chair Harold "Skip" Frey

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

No Additions or Deletions to the Agenda.

ITEM-2 Planning & Zoning Board approval of the Minor Modification Application
20250414.1 for the Greenbrier PUD, Ordinance No. 2021-09.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz, Land Use Administrator- reads agenda Item Report.

Courtney Gaver, Applicant- reviews PowerPoint presentation.

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

Voting Yea: Chair Prather, Planning and Zoning Board Member Reed, Planning and Zoning Board Member Lawson, Planning and Zoning Board Member Webb.

ITEM-3 Planning & Zoning Board recommendation of approval to the Town Council for the Minor Subdivision Application 20250521.1 for Hooked on Leaning LLC.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz, Land Use Administrator- reads agenda Item Report.

Wendy Prather, Chair- looks over the Survey and asks clarification questions.

Motion made to include the conditions from the Staff Report.

1. The applicant shall record the lot split with the Clerk of the Court and provide the Town with evidence of the recordation.

2. The applicant shall obtain a real estate parcel number for the newly created parcel from the Property Appraiser and provide the real estate parcel number to the Town.

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

Voting Yea: Chair Prather, Planning and Zoning Board Member Reed, Planning and Zoning Board Member Lawson, Planning and Zoning Board Member Webb

ITEM-4 Planning & Zoning Board acknowledge the resignation of Charles Reed, from the Planning & Zoning Board effective July 1, 2025.

Lee Anne Wollitz- Land Use Administrator

Lee Anne Wollitz, Land Use Administrator- explains the process.

No Motion is required for this item.

ITEM-5 Planning & Zoning Board Approval of Minutes from the 05.06.2025 Public Hearing and Regular Meeting.

Motion made by Planning and Zoning Board Member Lawson, Seconded by Planning and Zoning Board Member Webb.

Voting Yea: Chair Prather, Planning and Zoning Board Member Reed, Planning and Zoning Board Member Lawson, Planning and Zoning Board Member Webb

ADDITIONAL COMMENTS

PUBLIC

No Public Comments

BOARD MEMBERS

Charles Reed, Board Member- expresses a desire to have seen the candidates attend the meetings in advance of a possible appointment.

Wendy Prather, Chair- suggests that the applicants may be watching the videos and gives a "Thank You" to Charlie for his years of service to the board.

Josetta Lawson, Board Member- Gives a "Thank You" to Charlie for his years of service.

LAND USE ADMINISTRATOR

Lee Anne Wollitz, Land Use Administrator, reminds the Board about the Joint Workshop on 06.12.2025 at 6pm, talks about Rules and Procedures updates and Form 1 requirements.

PLANNING AND ZONING ATTORNEY

Nothing to Add from the Planning & Zoning Attorney.

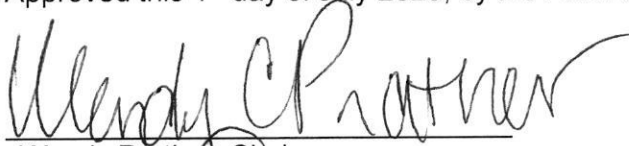
ADJOURNMENT

Motion to adjourn 7:21pm.

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

Voting Yea: Chair Prather, Planning and Zoning Board Member Reed, Planning and Zoning Board Member Lawson, Planning and Zoning Board Member Webb

Approved this 1st day of July 2025, by the Hilliard Planning & Zoning Board, Hilliard, Florida



Wendy Prather, Chair
Hilliard Planning & Zoning Board