

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

ADMINISTRATIVE STAFF

Lee Anne Wollitz
Land Use Administrator

PLANNING AND ZONING ATTORNEY

Christian Waugh

MINUTES

TUESDAY, NOVEMBER 05, 2024, 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
Vice Chair Charles A. Reed
Planning and Zoning Board Member Harold "Skip" Frey
Planning and Zoning Board Member Josetta Lawson
Planning and Zoning Board Member Kevin Webb

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

No Additions or Deletions to the Agenda.

ITEM-2 Planning and Zoning Board to discuss and decide on Rules for Procedure for Regular and Public Meetings.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz – Land Use Administrator, reads staff report and recommendation.

After Board Review there are no changes requested.

Joseetta Lawson, Board Member, suggest we move forward with adoption at next meeting and makes motion.

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

Voting Yea: Vice Chair Reed, Planning and Zoning Board Member Frey, Planning and Zoning Board Member Webb

ITEM-3

The Planning and Zoning Board to make a recommendation to the Town Council concerning two Planning Board members to be appointed in December with a start to responsibilities in January.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz – Land Use Administrator, reads staff report and recommendation.

Charles Reed, Vice Chairman, is interested in serving for 3 more years.

Skip Frey, Board Member, is also interested in serving for 3 more years.

Board makes the recommendation to Town Council for reappointment on both Charles Reed and Skip Frey.

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

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

ITEM-4

Skip Frey and Lee Anne Wollitz will provide an update on the training session they attended on Friday, October 25th.

Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz – Land Use Administrator, reads staff report and gives overview of takeaways form the training.

Skip Frey, Board Member, likewise gives feedback on the training day.

Lee Anne Wollitz – Land Use Administrator, provides clarity and answers questions concerning ex parte communication that was provided by Florida Planners Association at the training.

This update is for Discussion and no Motion was required.

ITEM-5

Planning and Zoning Board Approval of Minutes from 11.05.2024 Regular Meeting.

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

ADDITIONAL COMMENTS

PUBLIC

No Public Wish to Comment.

BOARD MEMBERS

Josetta Lawson, Board Member, asks for requirements to convert shed into dwelling unit.

Charlei Reed, Vice Chairman, asked about the ability to place a tiny home within the town limits.

Kevin Webb, Board Member, also have questions about Tiny Homes.

Lee Anne Wollitz – Land Use Administrator, answers the questions with zoning and Florida Building Code information.

LAND USE ADMINISTRATOR

Lee Anne Wollitz – Land Use Administrator, invites Board to workshop on 11.14.2024 at 6pm to here the updates on the Tompkins Preserve project and gives update on the approval tract for Oxford Pines.

PLANNING AND ZONING ATTORNEY

No comments from Legal.

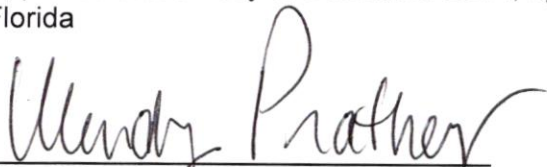
ADJOURNMENT

Motion to Adjourn at 7:30.

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

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

Approved this 3rd day of December 2024, by the Hilliard Planning & Zoning Board, Hilliard, Florida


Wendy Prather, Chair
Hilliard Planning & Zoning Board