

# 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

Harold "Skip" Frey, Chair  
Dustin Winnon, Vice Chair  
Kevin Webb, Board Member  
Michael Hallman, Board Member  
Dalton Hood, Board Member

## ADMINISTRATIVE STAFF

Lee Anne Wollitz  
Land Use Administrator

## PLANNING AND ZONING ATTORNEY

Juan Quintero Bornas

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## MINUTES

THURSDAY, MAY 28, 2026, 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 Harold "Skip" Frey  
Vice Chair Dustin Winnon  
Planning and Zoning Board Member Kevin Webb  
Planning and Zoning Board Member Dalton Hood

## ABSENT

Planning and Zoning Board Member Michael Hallman

## REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

No Additions or Deletions to the Agenda.

ITEM-2 Planning & Zoning Board recommendation to the Town Council for approval of an Ordinance, for the Vacation of Right of Way for property known as Dayspring Cottages Application No. 20260417.1 VAC Rights of Way and Alleyways in blocks 68, 69, 71. Property Owner – Doug Adkins, Dayspring Property Services LLC. Parcel ID No. 08-3N-24-2400-0069-0010, 08-3N-24-2400-0068-0100, 08-

3N-24-2400-0071-0010, 08-3N-24-2380-0073-0010.  
**Lee Anne Wollitz – Land Use Administrator**

**Lee Anne Wollitz, Land Use Administrator** - Reads the Agenda Item Report.

**Courtney Gaver, Attorney for the Project** - presents additional information on the project including a powerpoint presentation.

**Dustin Winnon, Vice Chair** - Asks for clarity on any financial impact on the Town.

**Lee Anne Wollitz, Land Use Administrator** - clarifies that all cost will be the responsibility of the applicant and that the town had a significant application fee in this case that has produced net income for the town.

Planning & Zoning Board Recommends the Town Council adoption of Ordinance 2026-01.

Motion made by Planning and Zoning Board Member Hood, Seconded by Vice Chair Winnon.

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

ITEM-3

Planning & Zoning Board to Review and Discussion of the Pre-Application for the Alleys Within Blocks: 92, 95,106-111, 113, 115-117 and Portions of the Following Rights-of-Way: W 6th Ave. and make recommendation to Town Council.

**Lee Anne Wollitz – Land Use Administrator**

**Lee Anne Wollitz, Land Use Administrator** - Reads the Agenda Item Report.

**Courtney Gaver, Attorney for the Project** - presents additional information on the project including a powerpoint presentation.

**Henry Vorpe, engineer for the Project** - gives an update on the drainage requirements and how they would need to be adjusted in the future as the project progresses.

**Dustin Winnon, Vice Chair** - Asks for clarity on how the adjustments to the application will affect the project overall.

**Lee Anne Wollitz, Land Use Administrator** - clarifies that all it will be up to the project to adjust their plan to accommodate the town's drainage as they make their plans as Henry has stated.

Planning & Zoning Board Recommends the Town Council allowing the project to continue to the Final Vacation application.

Motion made by Vice Chair Winnon, Seconded by Planning and Zoning Board Member Webb.

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

ITEM-4 Planning & Zoning Board Consideration of Site Clearing Site Work Application for Parcel ID # 08-3N-24-2380-0193-0090, LL Property Application # 20260513.  
**Lee Anne Wollitz – Land Use Administrator**

**Lee Anne Wollitz, Land Use Administrator** - Reads the Agenda Item Report.

No questions from the Board.

Motion for approval is made.

Motion made by Vice Chair Winnon, Seconded by Planning and Zoning Board Member Webb.

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

ITEM-5 Planning & Zoning Board Approval of Minutes from April 23, 2026 Regular Meeting.

Motion made by Planning and Zoning Board Member Webb, Seconded by Vice Chair Winnon.

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

## **ADDITIONAL COMMENTS**

### **PUBLIC**

**S. Jones, 2743 Fales Road** - asks for clarity on the Dayspring Gardens application and its effect on his mother's property on W 6th Ave.

Mr Jones was invited to stay after the meeting to talk with Land Use Administrator to be sure that his concerns are addressed.

### **BOARD MEMBERS**

**Dustin Winnon, Vice Chair** - gives a brief update on his joining a group that is assisting across the county with the Health Department and its impacts.

### **LAND USE ADMINISTRATOR**

**Lee Anne Wollitz**, gave information concerning fake planning & zoning invoices and steps that her office is taking to protect citizens and applicants. Also, notified the Board that their June meeting would be a public hearing.

### **PLANNING AND ZONING ATTORNEY**

**Juan Bornas, Attorney** - has nothing to add.

## **ADJOURNMENT**

Motion to Adjourn made at 7:34pm.

Motion made by Planning and Zoning Board Member Hood, Seconded by Vice Chair Winnon.  
Voting Yea: Chair Frey, Vice Chair Winnon, Planning and Zoning Board Member Webb,  
Planning and Zoning Board Member Hood

Approved this 25th day of June 2026, by the Hilliard Planning & Zoning Board, Hilliard, Florida

A handwritten signature in blue ink that reads "Harold Frey" followed by a stylized flourish.

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Harold "Skip" Frey, Chair  
Hilliard Planning & Zoning Board