

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

PLANNING AND ZONING ATTORNEY

Mary Norberg

AGENDA

TUESDAY, AUGUST 09, 2022, 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

PUBLIC HEARINGS

ITEM-1

Planning & Zoning Board approval to grant Variance No. 20220628 to Reduce the Minimum Lot Width and Minimum Lot Area; Parcel ID No. 08-3N-24-2380-0170-0080; Property Owner – B.Y. Franklin Property, Applicant Bobby Franklin.
Janis Fleet, AICP - Land Use Administrator

Disclosure of Ex Parte Communication
Open Public Hearing
Call for Public Comment
Close Public Hearing on Variance No. 20220628

REGULAR MEETING - Planning & Zoning Board Action

Planning and Zoning Board to approve Variance No. 20220628.

ITEM-2

Planning & Zoning Board approval to grant a Special Exception No. 20220630 to Allow a RV Park at 3714 Raven Road; Parcel ID No. 17-3N-24-2020-0057-0000; Property Owner – Hilliard, LLC, Applicant Brad Wester.
Janis Fleet, AICP - Land Use Administrator

Disclosure of Ex Parte Communication
Open Public Hearing
Call for Public Comment
Close Public Hearing on Special Exception No. 20220630

REGULAR MEETING - Planning & Zoning Board Action
Planning and Zoning Board to approve Special Exception No. 20220630.

ITEM-3 Planning & Zoning Board Recommendation on Ordinance No. 2022-05,
Rezoning from R-2 to R-3; Parcel ID No. 08-3N-24-2380-0182-0010; Property
Owner – Conner Development Group, Inc., Applicant Tracey Connor.
Janis Fleet, AICP - Land Use Administrator

Disclosure of Ex Parte Communication
Open Public Hearing
Call for Public Comment
Close Public Hearing on Ordinance No. 2022-05

REGULAR MEETING - Planning & Zoning Board Action
Planning and Zoning Board to recommend Ordinance No. 2022-05, to the Hilliard
Town Council for adoption.

CHAIR **To call on members of the audience wishing to address the Board on
matters not on the Agenda.**

REGULAR MEETING

ITEM-4 Additions/Deletions to Agenda

ITEM-5 Planning and Zoning Board Recommendation on Ordinance No. 2022-03,
Future Land Use Map Amendment from Medium Density Residential to High
Density Residential; Parcel ID No. 08-3N-24-2380-0063-0010; Property Owner
– Wayne Bishop.
Janis Fleet, AICP - Land Use Administrator

ITEM-6 Planning & Zoning Board approval of Site Clearing/Site Work Application
#20220714; Parcel ID No. 08-3N-24-2440-0002-0000; Property Owner – Walter
and Brook Doser.
Janis Fleet, AICP - Land Use Administrator

ITEM-7 Planning and Zoning Board Recommendation to the Hilliard Town Council for a
New Board Member to Replace Dallis Hunter.
Janis Fleet, AICP - Land Use Administrator

ITEM-8 Planning and Zoning Board approval of the Minutes from the July 12, 2022,
Public Hearing and Regular Meeting.

ADDITIONAL COMMENTS

PUBLIC

BOARD MEMBERS

LAND USE ADMINISTRATOR

PLANNING AND ZONING ATTORNEY

ADJOURNMENT

The Town may take action on any matter during this meeting, including items that are not set forth within this agenda.

TOWN COUNCIL MEETINGS

The Town Council meets the first and third Thursday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

PLANNING & ZONING BOARD MEETINGS

The Planning & Zoning Board meets the second Tuesday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

MINUTES & TRANSCRIPTS

Minutes of the Town Council meetings can be obtained from the Town Clerk's Office. The Meetings are usually recorded but are not transcribed verbatim for the minutes. Persons requiring a verbatim transcript may make arrangements with the Town Clerk to duplicate the recordings, if available, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

TOWN WEBSITE & YOUTUBE MEETING VIDEO

The Town's Website can be access at www.townofhilliard.com.
Live & recorded videos can be access at www.youtube.com search - Town of Hilliard, FL.

ADA NOTICE

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Town Clerk's Office at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.

APPEALS

Pursuant to the requirements of Section 286.0105, Florida Statues, the following notification is given: If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

PUBLIC PARTICIPATION

Pursuant to Section 286.0114, Florida Statutes, effective October 1, 2013, the public is invited to speak on any "proposition" before a board, commission, council, or appointed committee takes official action regardless of whether the issue is on the Agenda. Certain exemptions for

emergencies, ministerial acts, etc. apply. This public participation does not affect the right of a person to be heard as otherwise provided by law.

EXPARTE COMMUNICATIONS

Oral or written exchanges (sometimes referred to as lobbying or information gathering) between a Council Member and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the Town Council. The exchanges must be disclosed by the Town Council so the public may respond to such exchanges before a vote is taken.

2022 HOLIDAYS

TOWN HALL OFFICES CLOSED

- | | |
|----------------------------------|-----------------------------|
| 1. Martin Luther King, Jr. Day | Monday, January 17, 2022 |
| 2. Memorial Day | Monday, May 30, 2022 |
| 3. Independence Day Monday | Monday, July 4, 2022 |
| 4. Labor Day | Monday, September 5, 2022 |
| 5. Veterans Day | Friday, November 11, 2022 |
| 6. Thanksgiving Day | Thursday, November 24, 2022 |
| 7. Friday after Thanksgiving Day | Friday, November 25, 2022 |
| 8. Christmas Eve | Friday, December 23, 2022 |
| 9. Christmas Day | Monday, December 26, 2022 |
| 10. New Year's Eve | Friday, December 30, 2022 |
| 11. New Year's Day | Monday, January 2, 2023 |



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Planning & Zoning Board Regular Meeting Meeting Date: August 9, 2022

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

SUBJECT: Planning & Zoning Board approval to grant Variance No. 20220628-01 to Reduce the Minimum Lot Width and Minimum Lot Area for Parcel ID No. 08-3N-24-2380-0170-0080, for Bobby Franklin applicant on behalf of B.Y. Franklin, property owner.

BACKGROUND:

Mr. Bobby Franklin, on behalf of B.Y. Franklin, property owner has applied for a Variance to reduce the minimum lot width from 90 feet to 75 feet and the minimum lot area from 10,000 square feet to 9,375 square feet. The property Tax ID is 08-3N-24-2380-0170-0080, and is described as Block 170, Lots 4 through 12, located on West First Avenue between Iowa Street and Minnesota Street. The property is zoned R-2 Single Family, which requires a minimum lot width of 90 foot and a minimum lot area of 10,000 square feet to construct a single-family dwelling on the parcel lot.

Attached is the analysis of the requested variance.

FINANCIAL IMPACT: None, the applicant is required to pay all application, advertising, and review fees.

RECOMMENDATION:

The reduction of the lot size is being proposed in the proposed Land Development Regulations (LDRS). The updated LDRs will allow the reduction in the lot. Staff feels that the Variance request to reduce minimum lot width from 90 feet to 75 feet and the minimum lot area from 10,000 square feet to 9,375 square feet for the property with the Parcel ID No. 08-3N-24-2380-0170-0080 does not meets the requirements of Section 62-183.



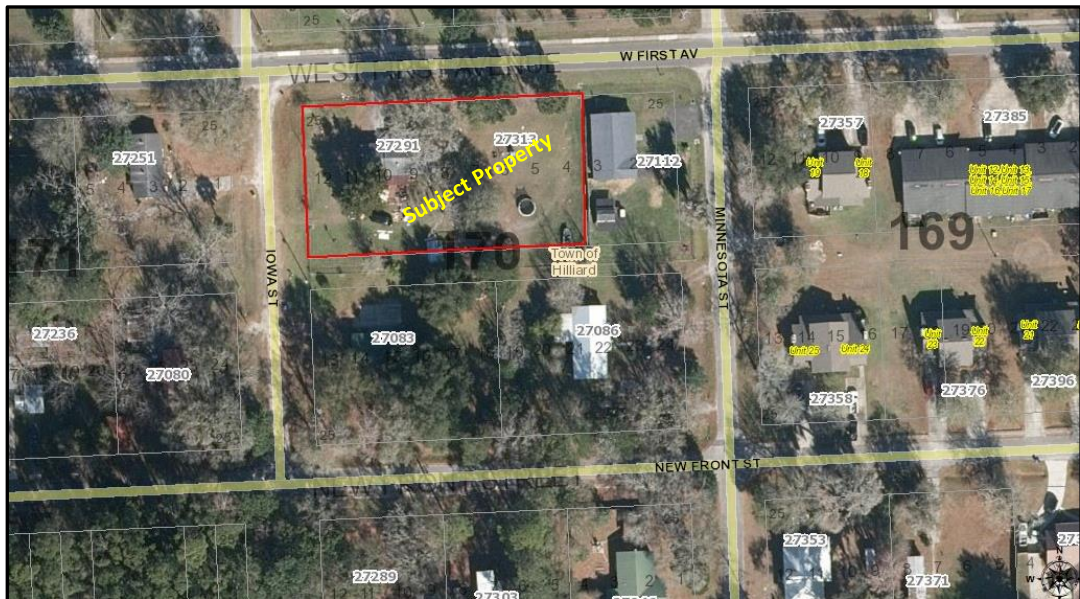
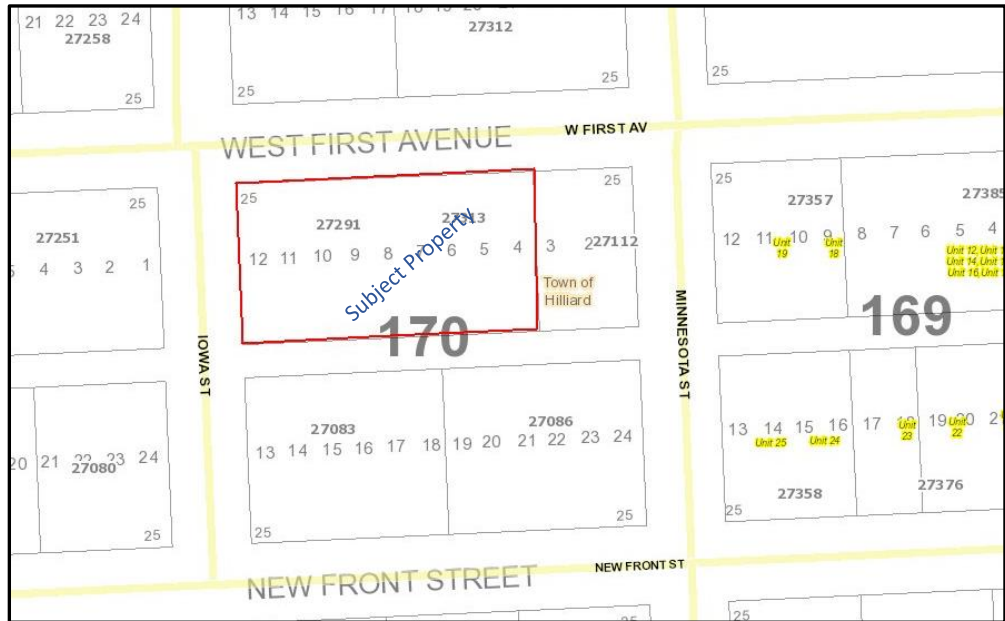
AGENDA ITEM REPORT

STAFF REPORT AND RECOMMENDATIONS FOR VARIANCE 20220628

1. Owner / Applicant Information:
Applicant – Bobby Franklin
P.O. 878
Hilliard, Florida 32046

Owner – B.Y. Franklin Properties
P.O. 878
Hilliard, Florida 32046
2. Property Information
Parcel ID: #08-3N-24-2380-0170-008
Address: 27291& 27193 West First Avenue
Future Land Use Map Designation: Medium Density Residential (MDR)
Current Zoning: R-2, Single Family district
Acres: approximately 0.63 acres
3. Description: Mr. Bobby Franklin, on behalf of B.Y. Franklin, property owner has applied for a Variance to reduce the minimum lot width from 90 feet to 75 feet and the minimum lot area from 10,000 square feet to 9,375 square feet. The property Tax ID is 08-3N-24-2380-0170-0080, and is described as Block 170, Lots 4 through 12, located on West First Avenue between Iowa Street and Minnesota Street. The property is zoned R-2 Single Family, which requires a minimum lot width of 90 foot and a minimum lot area of 10,000 square feet to construct a single-family dwelling on the parcel lot.

Parcel Map
08-3N-24-2380-0170-008



The property owner owns 9 lots and would like to build 3 dwelling units on the property. The R-2 zoning category will allow 2 dwelling units to be built on the property. The property to the east of the subject property is developed with one dwelling unit on 3 lots.

The requirements to grant a Variance is included in Section 62-183 of the Hilliard Town Code. Below is Section 62-183.

Section 62-183 of the Town Code - Requirements for grant of variance.

- (a) The planning and zoning board may grant a variance only under circumstances where practical difficulty or unnecessary hardship is so substantial, serious and compelling that realization of the general restrictions ought to be granted. No variance shall be granted unless the applicant shall show and the planning and zoning board shall find that:
- (1) The particular property, because of size, shape, topography or other physical conditions, suffers singular disadvantage through the operation of this section, which disadvantage does not apply to other properties in the vicinity;
 - (2) Because of this disadvantage, the owner is unable to make reasonable use of the affected property;
 - (3) This disadvantage does not exist because of conditions created by the owner or applicant;
 - (4) The variance granted is the minimum variance that will make possible the reasonable use of the land, building or structure; and
 - (5) The grant of the variance will:
 - a. Not be contrary to the public interest;
 - b. Not adversely affect other property in the vicinity;
 - c. Be in harmony with the spirit, intent and purpose of this section; and
 - d. Not confer on the applicant any special privilege that is denied by this chapter to other lands, buildings or structures in the same zoning district.
- (b) In the passing upon a request for variance, the planning and zoning board shall not consider prospective financial loss or gain to the owner or applicant, nor shall the planning and zoning board, by variance, permit to be established or carried on in any use district an activity, business, or operation which is not otherwise allowed in such district by a specific provision of this chapter. No nonconforming use of neighboring lands, structures or buildings in the same zoning district, and no permitted use of lands, structures or buildings in other zoning districts shall be considered grounds for the approval of a variance application.

The Future Land Use Map (FLUM) designation for the property is Medium Density Residential (MDR), allowing 2 to 6 units per acre, or a minimum lot size of 7,250 s.f. Most of the lots in the Town are 25' x 125' or 3,125 s.f. A minimum of three of these sized lots are required to comply with the MDR FLUM category. The Variance has been applied to allow the property owner to construct 3 dwelling units instead of the 2 dwelling units allowed in the R-2 zoning district.

RECOMMENDATION:

The reduction of the lot size is being proposed in the proposed Land Development Regulations (LDRS). The updated LDRs will allow the reduction in the lot. Staff feels that the Variance request to reduce minimum lot width from 90 feet to 75 feet and the minimum lot area from 10,000 square feet to 9,375 square feet for the property with the Parcel ID No. 08-3N-24-2380-0159-0200 does not meets the requirements of Section 62-183. Specifically:

- (a) (1) The particular property, because of size, shape, topography or other physical conditions, suffers singular disadvantage through the operation of this section,

There are many locations throughout the Town that property owners do not have enough land to meet the current R-2 zoning. The Planning and Zoning Board identified this as problem and made recommendation to the Town Council to change the lot size requirement with the updated LDRs in the R-2 zoning district.

- (5) The grant of the variance will:

- d. Not confer on the applicant any special privilege that is denied by this chapter to other lands, buildings or structures in the same zoning district.

The applicant would be able to develop the property with a smaller lot size than allowed by Code. Other property owners have the same situation in the R-2 zoning district, that is why the change is being recommended in the updated LDRs.

- (b) In the passing upon a request for variance, the planning and zoning board shall not consider prospective financial loss or gain to the owner or applicant

The property owner would like to construct 3 dwelling units instead of 2, a financial gain to the property owner.



FOR OFFICE USE ONLY

File # 20220628

Application Fee: \$300⁰⁰ pdcc V4H

Filing Date: 6/28/22 Acceptance Date: _____

Town of Hilliard Variance Application

A. PROJECT

- 1. Project Name: Bobby FRANKLIN
- 2. Address of Subject Property: 27291 W. 15th AVE. # 27213
- 3. Parcel ID Number(s) 08-3N-24-2380-0170-0080
- 4. Existing Use of Property: Residential Home - Currently Building on lots 4-7 and 9-12.
- 5. Future Land Use Map Designation: Medium Density
- 6. Zoning Designation: R-2
- 7. Acreage: .63- 9 Lots 125x25

B. APPLICANT

- 1. Applicant's Status Owner (title holder) Agent
- 2. Name of Applicant(s) or Contact Person(s): BOBBY FRANKLIN Title: Pres.
Company (if applicable): B.Y. FRANKLIN PROPERTIES
Mailing address: BOX 878
City: Hilliard State: FL ZIP: 32046
Telephone: () 813 3510 FAX: () _____ e-mail: FRANKLIN PROPERTIES @ WINDSTREAM.NET

- 3. If the applicant is agent for the property owner*:
Name of Owner (title holder): _____
Company (if applicable): _____
Mailing address: _____
City: _____ State: _____ ZIP: _____
Telephone: () _____ FAX: () _____ e-mail: _____

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

C. STATEMENT OF VARIANCE SOUGHT

1. Requested Variance: To BUILD three (3) Homes on 9 Lots using 3 Lots per Home. 75' Lots Each.
 2. Section of Town Code under which the variance is sought _____

3. Reason Variance is requested: Own 9 of 12 Lots. Wish to BUILD 3 Homes instead of the 2 now allowed. Currently building on
 4. Statement of Facts for Requested Variance (Use additional pages if necessary) Lots 9-12 and 4-6. would like to BUILD 3rd House on Lots 7, 8, 9.

(PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR ABILITY. THESE FACTS WILL BE USED BY THE STAFF TO MAKE A RECOMMENDATION AND THE PLANNING AND ZONING BOARD IN MAKING THEIR DECISION)

a. **Extraordinary and Exceptional Conditions-** What are the extraordinary and exceptional conditions (such as topographic conditions, narrowness, shallowness, or the shape of a parcel of land) pertaining to the particular piece of land for which the variance is sought, that do not generally apply to other land or structures in the same district?

AS Lots 1-2-3 HAVE 1 Home ALREADY FOR MR. Joe Hapwischer. ALLOWING me to BUILD WITH PROPER SET BACKS. 3 Homes NOT 2. Same SET BACKS AS OTHER 2-Homes
 b. **Not Result of Action by Applicant-** Why are the special circumstances not the result of the actions of the applicant?

Present zoning requires 90'. we need 75' which will give us a minimum set back of E 35' B 30' - sides 15'

c. **No Special Privilege-** Does the granting of the variance confer any special privilege on the applicant that is denied to other lands or structures in the same zone district?

- No. Same as other in area.

d. **Strict Application Deprives Use-** Would the strict interpretation of the Town Code to this property effectively prohibit or unreasonably restrict the utilization of the land and result in unnecessary and undue hardship?

Currently need 90' on 4 Lots which means only 2 Homes. BY allowing 3 Lots (75') with. we can BUILD 3 Homes

e. **Minimum Variance-** Is the variance the minimum action that will make possible the reasonable use of the land or structure which is not contrary to the public interest, and which would carry out the spirit of the Town Code?

Yes

f. **Not Detrimental-** Is the granting of the variance detriment to the adjacent land, and the character of the zoning district in which the land is located?

NO. Currently ~~there~~ there is 1 Home on 3 Lots of the 12 on this side of Block. We own all remaining 9 Lots.

D. ATTACHMENTS (One hard copy or one copy in PDF format)

- 1. Copy of Warranty Deed or other proof of ownership
- 2. Legal description
- 3. Survey of the property
- 4. Site plan of the property indicating setbacks, proposed construction and requested variance.

F. FEE.

Residential property - \$300
 Non- residential - \$500

- a. The Cost of postage, signs, advertisements, and outside consultants are in addition to the application fee.
- b. The applicant is responsible to pay the cost of the advertisement and signs.

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees for advertising, signs, necessary technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any action of any kind on the development application.

All 4 attachments are required for a complete application. A completeness review of the application will be conducted within ten (10) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

[Signature]
 Signature of Applicant

 Signature of Co-applicant

B.V. Franklin Property Inc
 Typed or printed name and title of applicant

 Typed or printed name of co-applicant

6-28-2022
 Date

 Date

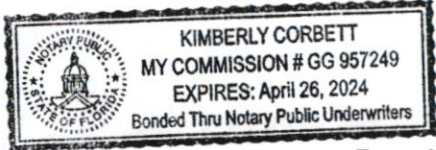
State of Florida County of Nassau

The foregoing application is acknowledged before me this 28th day of June, 2022 by Bobby

Franklin, who is/are personally known to me, or who has/have produced Drivers License as identification.

NOTARY SEAL

[Signature]

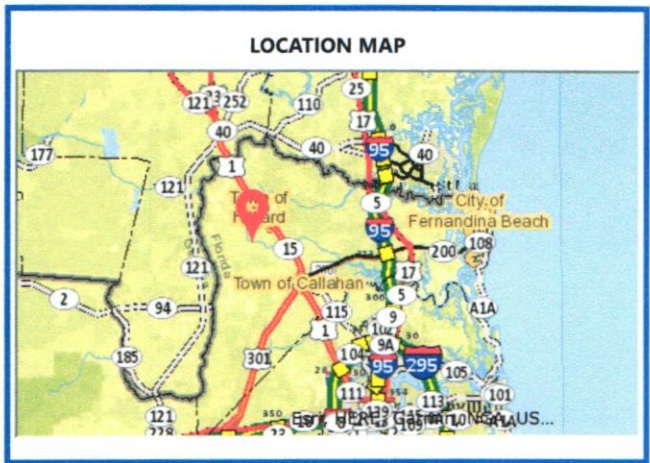
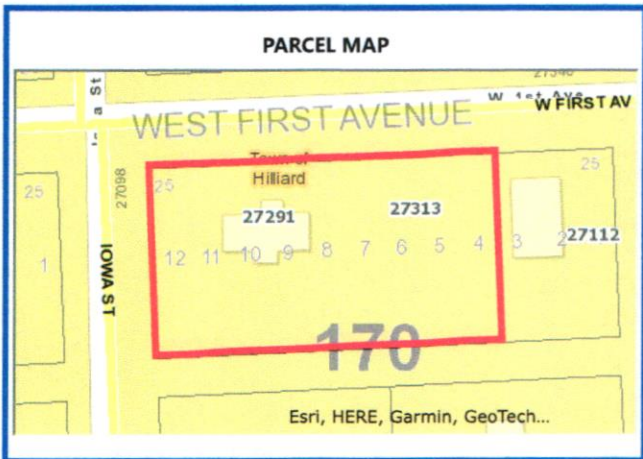


Signature of Notary Public, State of Florida

PROPERTY INFORMATION	
Parcel Number 08-3N-24-2380-0170-0080	
Owner Name	B Y FRANKLIN PROPERTIES INC
Mailing Address	P O BOX 878
	HILLIARD, FL 32046
Location Address	27291 FIRST AVE W
	HILLIARD 32046
Tax District	HILLIARD
Milage	16.1525
Homestead	No
Property Usage	MOBILE HOM 000200
Deed Acres	0
Short Legal	BLOCK 170 LOTS 4 THRU 12

2021 Certified Values	
Land Value	\$67,500
(+) Improved Value	\$27,328
(=) Market Value	\$94,828
(-) Agricultural Classification	\$0
(-) SOH or Non-Hx* Capped Savings	\$34,010
(=) Assessed Value	\$60,818
(-) Homestead	\$0
(-) Additional Exemptions	\$0
(=) School Taxable Value	\$94,828
(-) Non-School HX & Other Exempt Value	\$0
(=) County Taxable Value	\$60,818

Note - *10% Cap does not apply to School Taxable Value



BUILDING INFORMATION									
Type	Total Area	Heated Area	Bedrooms	Baths	Primary Exterior	Secondary Exterior	Heating	Cooling	Actual Year Built
M/H 93-	1556	1324	3	1.5	AVERAGE	WD FR STUC	AIR DUCTED	FORCED AIR	1975

MISCELLANEOUS INFORMATION			
Description	Dimensions L X W	Units	Year Built
FP-1-SG-LC	0 X 0	1	1975
FP-1-SG-LC	0 X 0	160	2015

SALES INFORMATION

Sale Date	Book Page	Price	Instr	Qual	Imp	Grantor	Grantee
2021-10-05	2502 / 1591	\$55,000	WD	U	Y	THOMPSON CHRISTOPHER	B Y FRANKLIN PROPERTIES INC
2021-10-05	2502 / 1590	\$100	WD	U	Y	THOMPSON BRANDY	THOMPSON CHRISTOPHER
2016-07-28	2063 / 1433	\$62,400	WD	Q	Y	MULLINIKS BILLY J & MARION KAYE	THOMPSON CHRISTOPHER & BRANDY
2016-01-22	2025 / 186	\$50,000	SW	U	Y	MULLINIKS BILLY J	MULLINIKS BILLY J & MARION KAYE
2008-08-08	1580 / 1655	\$49,000	WD	Q	Y	MILLER LINDA L	MULLINIKS BILLY J SR
2003-05-29	1140 / 1853	\$100	QC	U	Y	MILLER LINDA L	MILLER JAMES A & MICHELLE R MARTIN
1998-01-28	819 / 1813	\$100	WD	U	Y	RICH JOHN & LILLIE	MILLER LINDA L
1990-12-28	615 / 797	\$18,000	AD	Q	Y	RICH JOHN A & LILLIE	MILLER LINDA L

ITEM-1

PREPARED BY & RETURN TO:

Name: Karen, an employee of
Osceola Land Title, Inc.
Address: 577 South 6th Street
Macclesney, Florida 32063
File No. 17522-21

Parcel No.: 08-3N-24-2380-0170-0080

SPACE ABOVE THIS LINE FOR PROCESSING DATA

SPACE ABOVE THIS LINE FOR RECORDING DATA

This **WARRANTY DEED**, made the 5th day of October, 2021, by **CHRISTOPHER THOMPSON**, a married man, hereinafter called the Grantor, to **B.Y. FRANKLIN PROPERTIES, INC.**, having its principal place of business at PO Box 878, Hilliard, FL 32046, hereinafter called the Grantee:

WITNESSETH: That the Grantor, for and in consideration of the sum of \$55,000.00 and other valuable consideration, receipt whereof is hereby acknowledged, does hereby grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantee all that certain land situate in County of Nassau, State of Florida, viz:

Lot 4 through 12, Block 170, Plat of the West Portion of the Town of Hilliard, according to the map or plat thereof, as recorded in Plat Book 1, Page(s) 23, of the Public Records of Nassau County, Florida.

Together with a 1975 CLAS Doublewide Mobile Home with Vin#'s 2007A and 2007B.

TOGETHER WITH all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

THE ABOVE-DESCRIBED PROPERTY IS NOT THE CONSTITUTIONAL HOMESTEAD OF THE GRANTOR, NOR IS IT CONTIGUOUS TO SUCH.

SUBJECT TO TAXES FOR THE YEAR 2021 AND SUBSEQUENT YEARS, RESTRICTIONS, RESERVATIONS, COVENANTS AND EASEMENTS OF RECORD, IF ANY.

TO HAVE AND TO HOLD the same in fee simple forever.

And the Grantor hereby covenants with the Grantee that the Grantor is lawfully seized of said land in fee simple, that the Grantor has good right and lawful authority to sell and convey said land and that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever. Grantor further warrants that said land is free of all encumbrances, except as noted herein and except taxes accruing subsequent to December 31, 2021.

IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents, the day and year first above written.

Signed, sealed and delivered in the presence of:

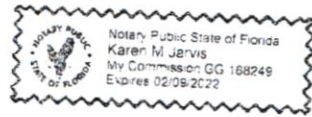
[Handwritten Signature]
Witness Signature
Printed Name: Karen M. Jarvis

[Handwritten Signature] L.S.
Name: Christopher Thompson
Address: 27291 First Ave, Hilliard, FL 32046

[Handwritten Signature]
Witness Signature
Printed Name: Kimberlin McKelvey

STATE OF FLORIDA
COUNTY OF NASSAU

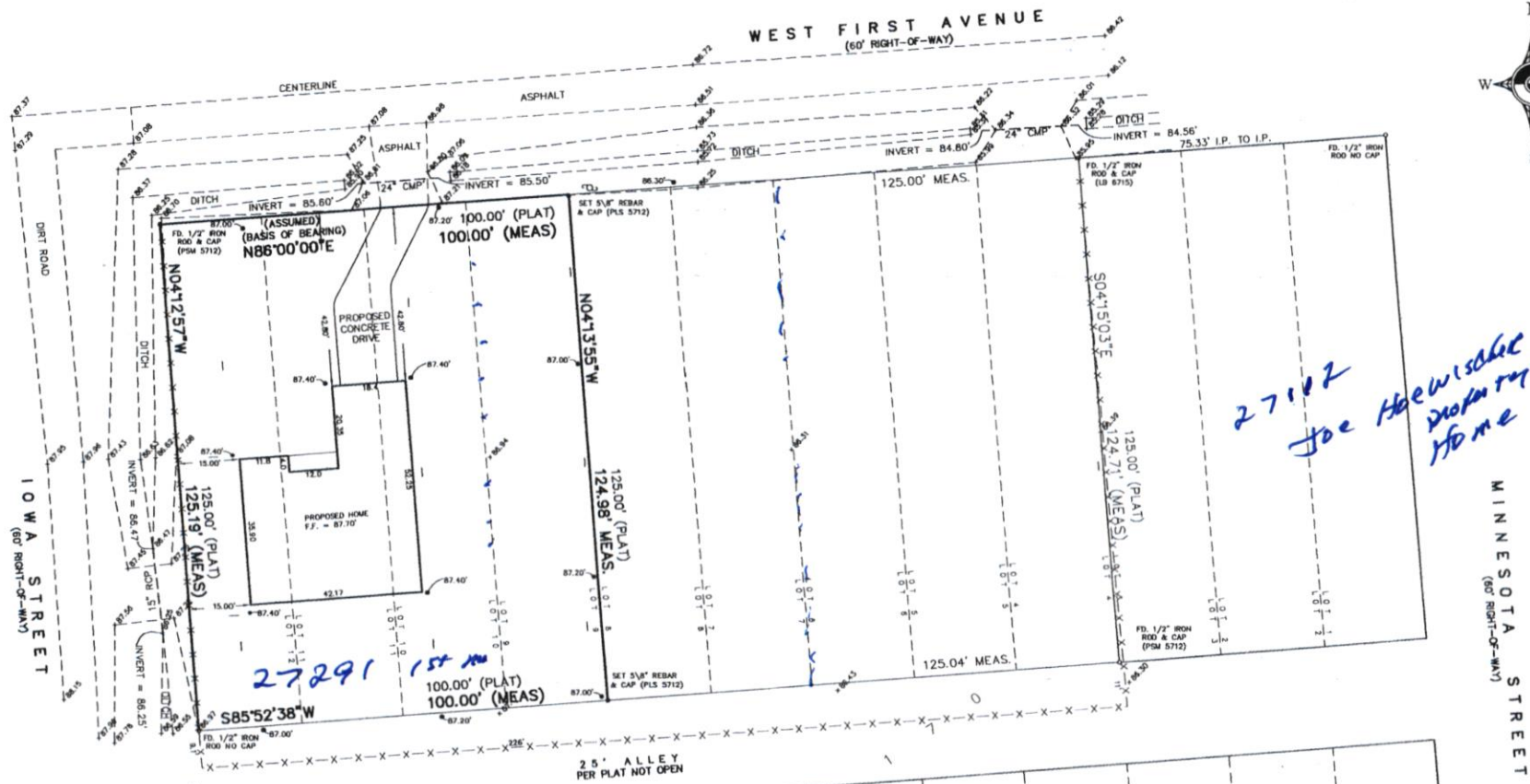
The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 5th day of October, 2021, by Christopher Thompson, who is personally known to me or who has produced Pioric as identification.



[Handwritten Signature]
Signature of Notary
Printed Name:
My commission expires:

LOT 9 THROUGH 12, BLOCK 170, PLAT OF WEST PORTION OF THE TOWN OF HILLIARD, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGES(S) 23, OF THE PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA.

ITEM-1



CERTIFIED TO:
FRANKLIN PROPERTIES


SURVEY NOTES:

- 1) The "Legal Description" hereon is in accord with the description provided by the client.
- 2) Underground improvements were not located or shown.
- 3) Lands shown hereon were not obstructed by this office for easements, rights-of-way, ownership or other instruments of record.
- 4) Bearings based on $088^{\circ}00'00''$ W for the SOUTHERLY R/W LINE OF WEST FIRST AVENUE. (ASSUMED)
- 5) Fence ownership, if applicable, has not been determined by this office. Fences are drawn out of scale in order to approximate their relationship to property lines. Fences are not deemed to be encroachments unless ownership is apparent.
- 6) Unless it bears the signature and the original raised seal of a Florida licensed surveyor and mapper, this map/report is for informational purposes only and is not valid.
- 7) The property shown hereon lies within flood zone "X" as per F.E.M.A. Flood Insurance Rate Map, Panel 12082C 0135 E. Dated 12/17/10.
- 8) Unless otherwise noted measured angles and distances are the same as Plat or Deed angles and distances.
- 9) This survey has been performed according to the standard of care to achieve the following accuracies for the following surveyed.
Surveyed Accuracy: 1 foot in 19783 feet
Commercial / High risk Linear Accuracy: 1 foot in 10000 feet
SOP Rule 5A-17.05(3) (b) (1) b.8
- 10) All elevation shown hereon are based on the North American Vertical Datum of 1988. (NAVD 1988)

REVISED SURVEY TO SHOW ELEVATION ON THE LOTS AND UPDATED MAPS TO SHOW IMPROVEMENTS AT THIS TIME 02-14-2022

<p>LEGEND</p> <p>—E— = AERIAL UTILITY WIRES A/C = AIR CONDITIONER AKA = ALSO KNOWN AS B.R.L. = BUILDING RESTRICTION LINE TV = CABLE TELEVISION PEDESTAL Δ = CENTRAL ANGLE C = CENTERLINE - - - = CHAIN LINK FENCE CB = CHORD BEARING CD = CHORD DISTANCE</p>	<p>CONC. = CONCRETE C.F. = CONCRETE FLATWORK CMP = CORRUGATED METAL PIPE E = ELECTRICITY METER ELEV. = ELEVATION F.F. = FINISHED FLOOR F.H. = FIRE HYDRANT G = GAS METER L = ARC LENGTH C = CHORD BEARING CD = CHORD DISTANCE</p>	<p>MEAS. = MEASURED N.G.V.D. = NATIONAL GEODETIC VERTICAL DATUM O.R.B. = OFFICIAL RECORD BOOK P.I.N. = PARCEL IDENTIFICATION NUMBER P.O.B. = POINT OF BEGINNING P.O.C. = POINT OF COMMENCEMENT R = RADIUS RCP = REINFORCED CONCRETE PIPE R/W = RIGHT-OF-WAY S = SEWER CLEANOUT SM = SEWER MANHOLE</p>	<p>⊕ = STORM MANHOLE ⊞ = TELEPHONE PEDESTAL — — = WOOD FENCE ⊞ = WOOD POWER POLE ⊞ = WATER METER ⊙ = WELL FD. = FOUND I.P. = IRON PIPE X 84.50 = ELEVATION POINT</p>
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THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 55-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

BY: 

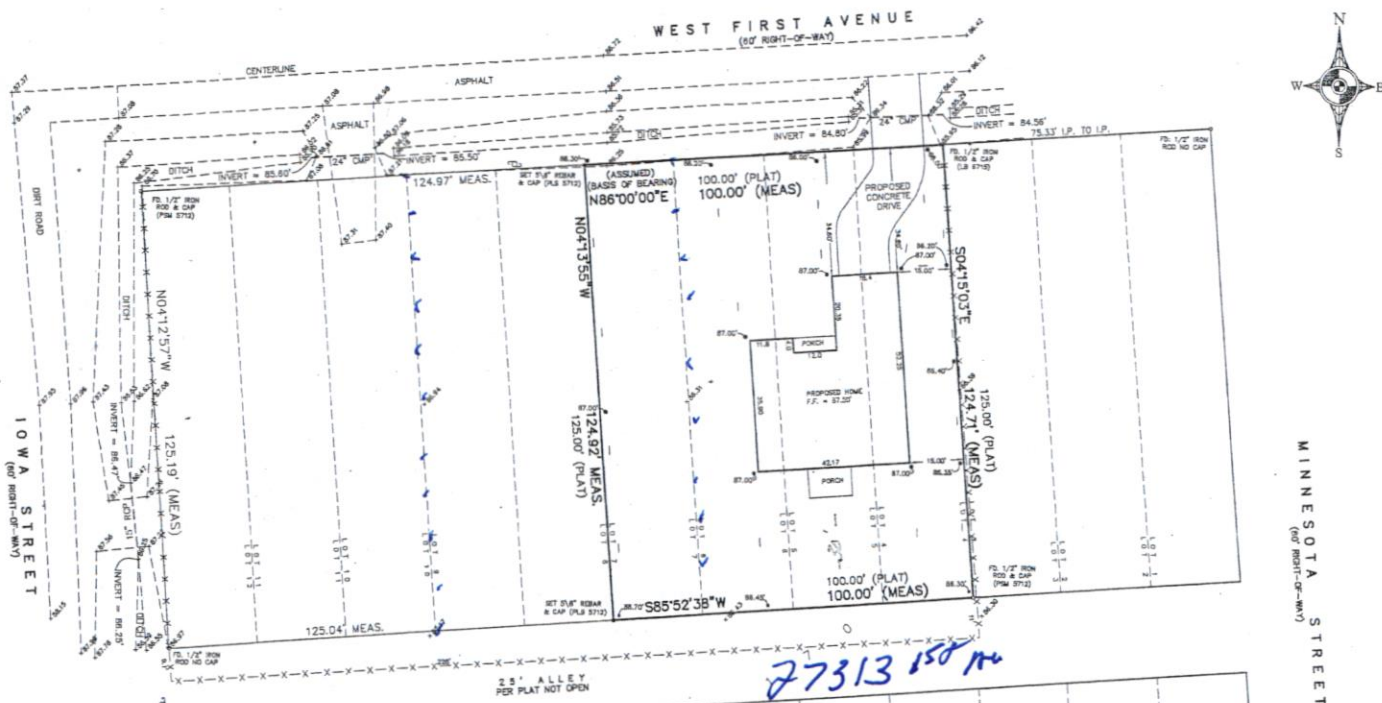
ALAN FRANKLIN GLASS
FLORIDA REGISTERED SURVEYOR
MAPPER CERTIFICATE No. 5712

GLASS LAND SURVEYING, LLC
23864 CRESCENT PARK COURT, FERNANDINA BEACH, FLORIDA 32034
(904) 261-0128 • CELL (904) 370-0318
LICENSE BUSINESS NO. LB 8359

SCALE: 1" = 20'
DATE: 9-30-21
DWN BY: TN
CHK BY: AG
JOB NO.: 21-285
P.B. NO.: HAGJ
PAGE NO.: 8

MAP OF BOUNDARY SURVEY

LOT 4 THROUGH 7, BLOCK 170, PLAT OF WEST PORTION OF THE TOWN OF HILLIARD, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGES(S) 23, OF THE PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA.



- SURVEY NOTES:**
- The "Legal Description" herein is in accord with the description provided by the client.
 - Underground improvements were not located or shown.
 - Land shown herein were not abstracted by this office for easements, rights-of-way, easements or other instruments of record.
 - Bearings based on S86°00'00"W for the SOUTHERLY R/W LINE OF WEST FIRST AVENUE. (ASSUMED)
 - Fence ownership, if applicable, has not been determined by this office. Fences are shown out of scale in order to approximate their relationship to property lines. Fences are not deemed to be encroachments unless ownership is apparent.
 - Unless it bears the signature and the original raised seal of a Florida Licensed Surveyor and Mapper, this map/report is for informational purposes only and is not valid.
 - The property shown herein lies within flood zone "X" as per FEMA Flood Insurance Rate Map, Panel 22089C 0135 Z, dated 12/17/00.
 - Unless otherwise noted, measured angles and distances are the same on Plat or Deed and distances are the same on Plat or Deed angles and distances.
 - This survey has been performed according to the standard of care to achieve the following accuracies for the following surveyed:
Surveyed Accuracy: 1 foot in 16783 feet
Computed / High Rise Linear Accuracy: 1 foot in 10000 feet
SOP Rule 5J-17.05(3) (b) (15) h,d
 - All elevation shown herein are based on the North American Vertical Datum of 1988, (NAVD 1988)

REVISED SURVEY TO SHOW ELEVATION ON THE LOTS AND UPDATED MAPS TO SHOW IMPROVEMENTS AT THIS TIME 02-14-2022

LEGEND	CONC = CONCRETE	MEAS = MEASURED	SM = STORM MANHOLE
-E-E- = AERIAL UTILITY WIRES	CONC = CONCRETE	N.G.V.D. = NATIONAL GEODETIC VERTICAL DATUM	TP = TELEPHONE PEDESTAL
A/C = AIR CONDITIONER	CP = CORRUGATED METAL PIPE	O.R.B. = OFFICIAL RECORD BOOK	WF = WOOD FENCE
AKA = ALSO KNOWN AS	EM = ELECTRICITY METER	P.I.N. = PARCEL IDENTIFICATION NUMBER	WP = WOOD POWER POLE
B.R.L. = BUILDING RESTRICTION LINE	ELEV. = ELEVATION	P.O.B. = POINT OF BEGINNING	WM = WATER METER
CT = CABLE TELEVISION PEDESTAL	F.F. = FINISHED FLOOR	P.O.C. = POINT OF COMMENCEMENT	W = WELL
CA = CENTRAL ANGLE	FF = FIRE HYDRANT	R = RADIUS	RCF = REINFORCED CONCRETE PIPE
C = CENTERLINE	L = ARC LENGTH	R/W = RIGHT-OF-WAY	SC = SEWER CLEANOUT
CL = CHAIN LINK FENCE	LI = LIGHT POLE	SC = SEWER CLEANOUT	X 84.50 = ELEVATION POINT
CD = CHORD BEARING	LI = LIGHT POLE	SM = SEWER MANHOLE	
CI = CHORD DISTANCE			

THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE PURSUANT TO SECTION 473.027, FLORIDA STATUTES.

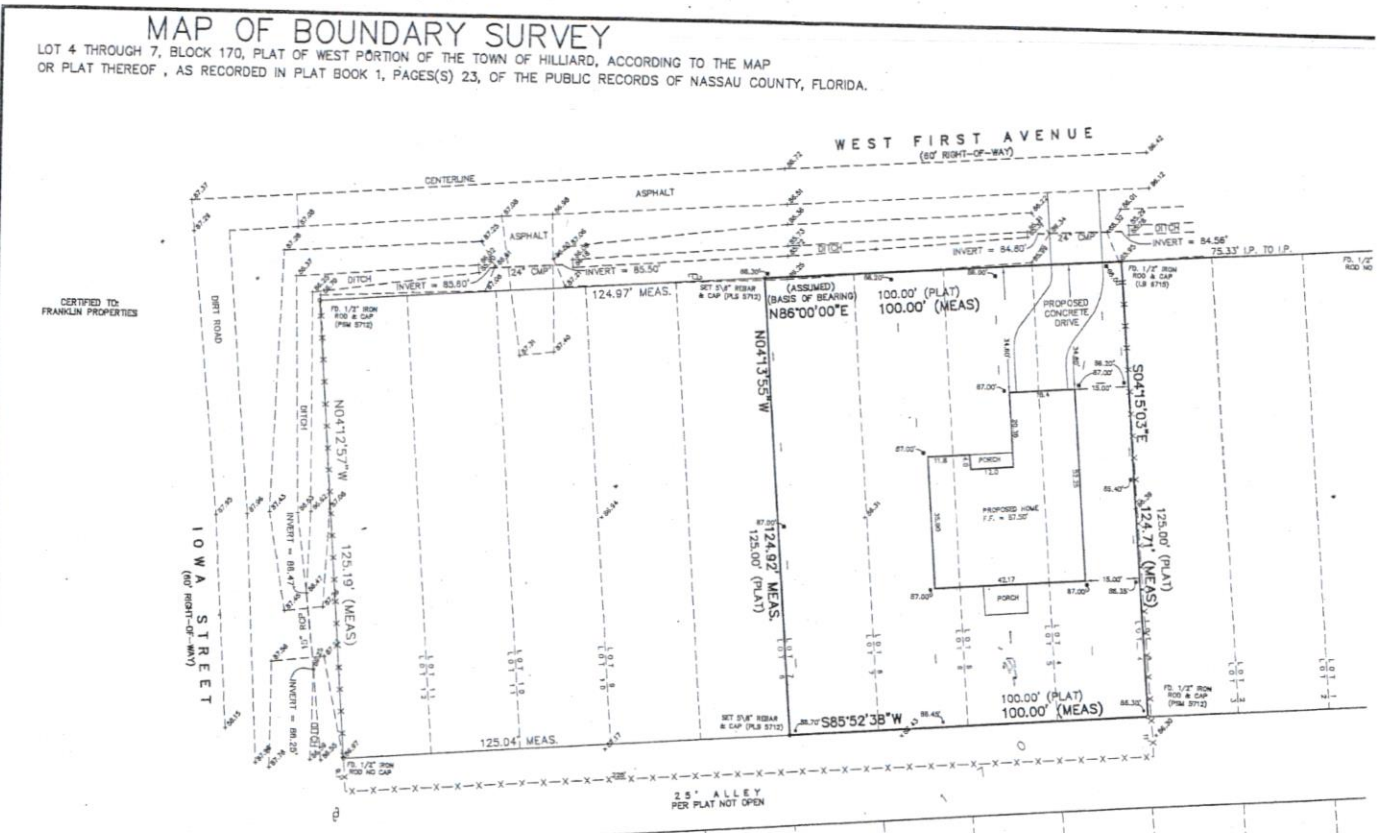
BY: *[Signature]*
 ALAN FRANKLIN GLASS
 FLORIDA REGISTERED SURVEYOR
 MAPPER CERTIFICATE No. 5712

GLASS LAND SURVEYING, LLC
 23884 CRESCENT PARK COURT, FERNANDINA BEACH, FLORIDA 32034
 (904) 261-0128 • CELL (904) 370-0318
 LICENSE BUSINESS NO. LB 8389

SCALE: 1"=20'
 DATE: 2-13-22
 DRN BY: JLN
 JOB NO: 21-28
 P.A. NO.: WAG1
 PAGE NO.: 8

MAP OF BOUNDARY SURVEY

LOT 4 THROUGH 7, BLOCK 170, PLAT OF WEST PORTION OF THE TOWN OF HILLIARD, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE(S) 23, OF THE PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA.




SURVEY NOTES:

- 1) The "Legal Description" herein is in accord with the description provided by the client.
- 2) Underground improvements were not located or shown.
- 3) Landa shown herein were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
- 4) Bearings based on S86°00'00"W for the SOUTHERLY R/W LINE OF WEST FIRST AVENUE. (ASSUMED)
- 5) Fence ownership, if applicable, has not been determined by this office. Fences are shown out of scale in order to illustrate their relationship to property lines. Fences are not deemed to be encroachments unless ownership is apparent.
- 6) "Witness" if bears the signature and the original rolled seal of a Florida licensed surveyor and mapmaker, this map/report is for informational purposes only and is not valid.
- 7) The property shown herein lies within flood zone "Z" as per FEMA Flood Insurance Rate Map, Panel 120882C 0138 E, Dated 12/22/03.
- 8) Unless otherwise noted Measured angles and distances are the same as Plot or Dead angles and distances.
- 9) This survey has been performed according to the standards of care to achieve the following accuracies for the following surveyed:
 Surveyed Accuracy: 1 foot in 18763 feet
 Commercial / High rise Linear Accuracy: 1 foot in 10000 feet
 SVP Rule 54-17.25(3) (b) (15) b.1
- 10) All elevation shown herein are based on the North American Vertical Datum of 1988, (NAVD 1988)

REVISED SURVEY TO SHOW ELEVATION ON THE LOTS AND UPDATED MAPS TO SHOW IM

LEGEND	CONC = CONCRETE	MEAS = MEASUREMENT
A/C = AIR CONDITIONER	CP = CORRUGATED METAL PIPE	N.S.D. = NOT SHOWN
AW = ALSO KNOWN AS	ELEV. = ELEVATION	P.L. = PARK
B.R.L. = BUILDING RESTRICTION LINE	F.F. = FINISHED FLOOR	P.O.B. = POINT OF BEGINNING
CD = CABLE TELEVISION PEDESTAL	H.H. = FIRE HYDRANT	R = RADIUS
CA = CENTRAL ANGLE	G.M. = GAS METER	ROF = RIGHT OF WAY
C = CENTERLINE	L = ARC LENGTH	R/W = RIGHT OF WAY
CL = CHAIN LINK FENCE	CD = CHORD DISTANCE	S = SEWER
CS = CHORD BEARING	LI = LIGHT POLE	SW = SOWER

THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 54-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.087, FLORIDA STATUTES.

BY: 
 ALAN FRANKLIN GLASS
 FLORIDA REGISTERED SURVEYOR
 MAPPER CERTIFICATE NO. 5712

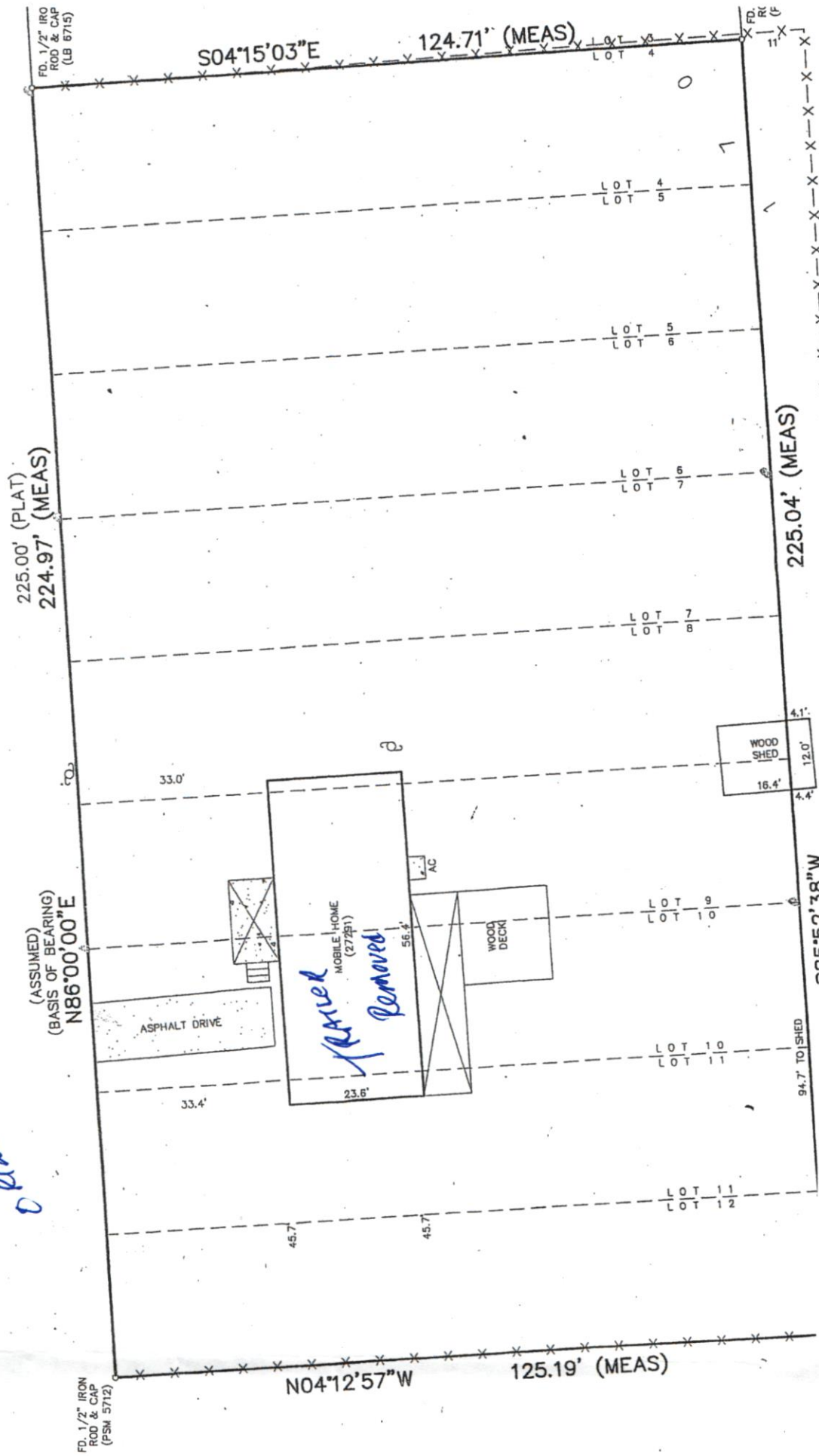
GLASS LAND INC
 23884 CRESCENT PARK COURT, FE
 (904) 281-0128 • CI
 LICENSE BUSINESS

MAP OF BOUNDARY SURVEY

Plat through 12, Block 170, Plat of the West Portion of the Town of Hilliard, according to the map at thereof, as recorded in Plat Book 1, Page(s) 23, of the Public Records of Nassau County, da.

WEST FIRST AVENUE
(60' RIGHT-OF-WAY)

Plat 170
Sub 12



TO: PROPERTIES

IOWA S
(60' RIGHT-OF-WAY)



AGENDA ITEM REPORT TOWN OF HILLIARD, FLORIDA

TO: Planning and Zoning Board Regular Meeting Date: August 9, 2022

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

SUBJECT: Planning and Zoning Board approval to grant a Special Exception No. 20220630 to allow a RV Park at 3714 Raven Road, Parcel ID No. 17-3N-24-2020-0057-0000, for Brad Wester, applicant and Hilliard, LLC. property owner.

BACKGROUND: Mr. Brad Wester, on behalf of Hilliard, LLC, has applied for a Special Exception to allow a RV Park on the site that was previously the Pine Street Mobile Home Park. The existing mobile homes are being removed from the site to allow for the redevelopment of the property for the RV Park. (See Additional Background Information)

FINANCIAL IMPACT: None, the applicant is required to pay all application, advertising, and review fees.

RECOMMENDATION:

Staff feels that the Special Exception request to allow a RV Park on the property located at 3714 Raven Drive meets the requirements of Section 62-157 with the following conditions:

1. All roadways and drives shall be paved.
2. One-way drives shall be at least 20' wide and two-way drives shall be at least 24' wide.
3. A landscaped buffer of at least eight feet wide and six feet high shall be maintained along the exterior boundary of the RV Park.
4. All drainage plans for the RV Park shall be approved by the St. Johns River Water Management District.
5. Wetlands shall not be disturbed unless permitted by the St. Johns River Water Management District.



AGENDA ITEM REPORT

STAFF REPORT AND RECOMMENDATIONS FOR SPECIAL EXCEPTION 20220630

1. Owner / Applicant Information:

Applicant – Brad Wester
One Independent Drive Suite 1200
Jacksonville, Florida 32202

Owner – Hilliard, LLC
4225 North Pearl Street
Jacksonville, Florida 32202

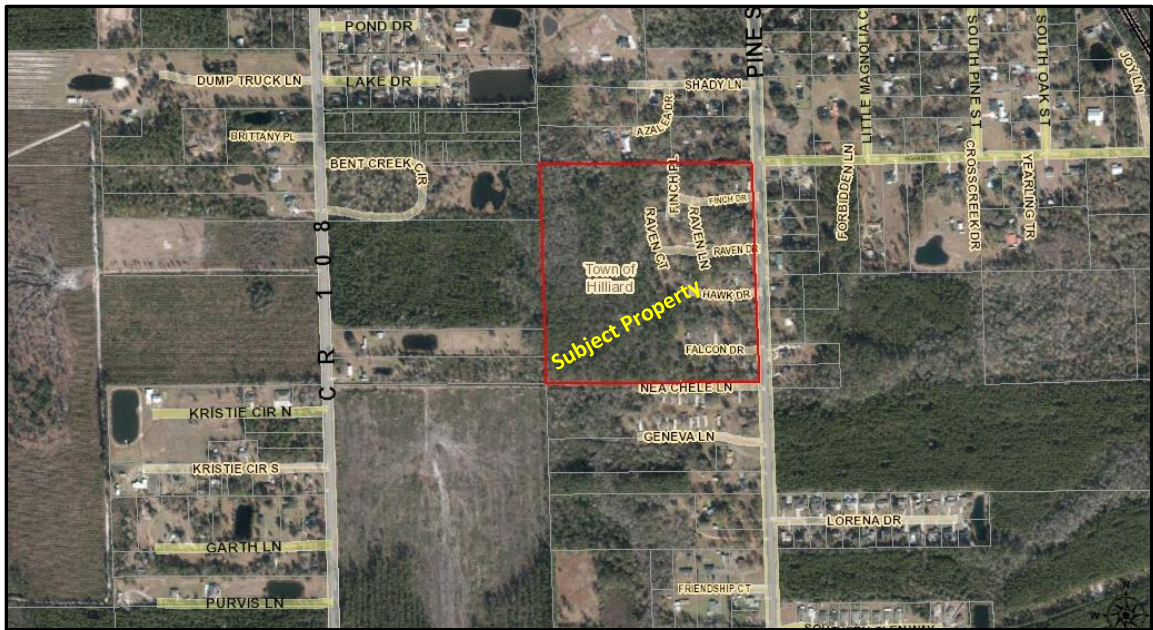
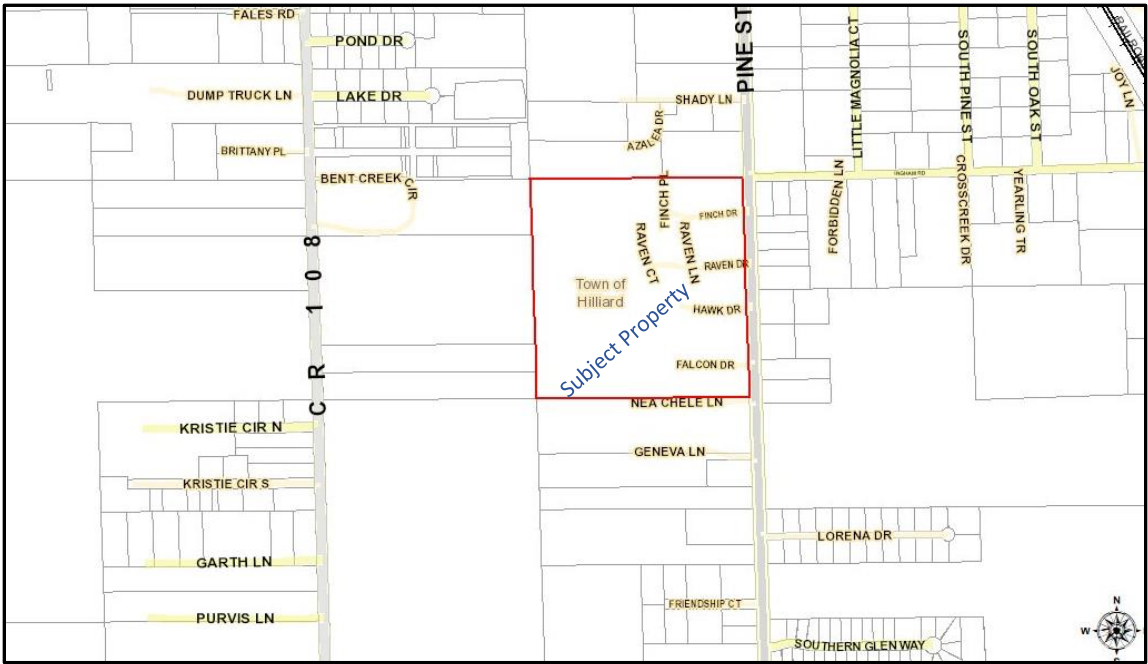
2. Property Information

Parcel ID: #17-3N-2020-0057-0000
Address: 3714 Raven Drive
Future Land Use Map Designation: High Density Residential (HDR)
Current Zoning: RM-4, Multifamily-mobile home district
Acres: approximately 40 acres

3. Description: The property was the location of the Pine Street Mobile Home Park. The Special Exception will allow the property to be redeveloped for the Hilliard RV Park. The existing mobile homes are being removed from the site to allow for the redevelopment of the property for the RV Park.

Special Exception #20210413 was approved for this property on June 1, 2021. The Special Exception allowed for the development of an RV Park with 221 RV lots. A new Special Exception application was required as the Special Exception expired one year after the Planning and Zoning Board approval. Also, the applicant requests to increase the number of RV lots from 221 to 240.

Parcel Map
17-3N-2020-0057-0000



The parcel is 40 acres with 28.5 acres of uplands and 11.5 acres of wetlands. A minimum of 10 acres is required for a RV Park. The RV Park will contain 240 lots for RVs, a clubhouse, a pool, an office, and recreation areas. Each RV lot will be 30' x 60'. The proposed density of the RV park will be 6 dwelling units per acre, less the maximum of 8 dwelling units per acre of the RMH zoning district.

The RV park will have one access point off Pine Street. These roadways are private roads and will be one or two-way drives, with the one way drives for the pull through lots. Stormwater retention area will be located on the property and the wetlands will be preserved.

Section 62-157 of the Land Development Regulations contains the review criteria the Planning and Zoning Board must consider when granting a special exception request.

The following are the criteria included in Section 62-157:

- (1) The establishment, maintenance, or operation of the special exception will not be detrimental to or endanger the public health, safety, or general welfare and is not contrary to established standards, regulations, or ordinances of other governmental agencies.
- (2) Each structure or improvement is so designed and constructed that it is not unsightly, undesirable, or obnoxious in appearance to the extent that it will hinder the orderly and harmonious development of the town and the zoning district in which it is proposed.
- (3) The special exception will not adversely impact the permitted uses in the zoning district nor unduly restrict the enjoyment of other property in the immediate vicinity nor substantially diminish or impair property values within the area. (4) The establishment of special exception will not impede the orderly development and improvement of the surrounding property for uses permitted in the zoning district.
- (4) Adequate water supply and sewage disposal facilities will be provided in accordance with state, county and town health requirements. The most stringent of these requirements will apply. (6) Adequate access roads, on-site parking, on-site loading and unloading berths, and drainage have been or will be provided where required.
- (5) Adequate measures have been taken to provide ingress and egress to the property which is designed in a manner to minimize traffic congestion on local streets.

- (6) Adequate screening and buffering of the special exception will be provided, where needed.
- (7) The special exception will not require signs or exterior lighting which will cause glare, adversely impact area traffic safety or have a negative economic effect on the area. Any signs or exterior lighting required by the special exception shall be compatible with development in the zoning district.



FOR OFFICE USE ONLY

File # 20220630

Application Fee: \$500⁰⁰ cc - AHV

Filing Date: 6/30/22 Acceptance Date: _____

Town of Hilliard Special Exception Application

A. PROJECT

1. Project Name: HILLIARD RV (FORMERLY KNOW AS "PINE STREET RV PARK")
2. Address of Subject Property: 3714 RAVEN DRIVE
3. Parcel ID Number(s) 17-3N-24-2020-0057-0000
4. Existing Use of Property: PREVIOUSLY MOBILE HOMES. UNDER REDEVELOPMENT CURRENTLY.
5. Future Land Use Map Designation: HIGH DENSITY
6. Zoning Designation: RM-H
7. Acreage: 40 (+/-)

B. APPLICANT

1. Applicant's Status Owner (title holder) Agent
2. Name of Applicant(s) or Contact Person(s): BRAD WESTER Title: _____
 Company (if applicable): DRIVER MCAFEE HAWTHORNE & DIEBENOW, PLLC
 Mailing address: ONE INDEPENDENT DRIVE, SUITE 1200
 City: JACKSONVILLE State: FL ZIP: 32202
 Telephone: (904) 294-3768 FAX: () e-mail: BCW@DRIVERMCAFEE.COM
3. If the applicant is agent for the property owner*:
 Name of Owner (title holder): HILLIARD, LLC
 Company (if applicable): -
 Mailing address: 4225 NORTH PEARL STREET
 City: JACKSONVILLE State: FL ZIP: 32202
 Telephone: () - FAX: () - e-mail: -

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

C. STATEMENT OF SPECIAL EXCEPTION SOUGHT

- 1. Requested Special Exception: RV PARK- EXPANSION FROM APPROVED 221 UNITS TO 240 UNITS
- 2. Section of Land Development Regulations under which the Special Exception is sought SEC. 62-287.d.1
- 3. Reason Special Exception is requested: MODIFICATION TO PREVIOUS APPROVAL FOR INCREASED NUMBER OF UNITS
- 4. Statement of Facts for Requested Special Exception (Use additional pages if necessary)

(PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR ABILITY. THESE FACTS WILL BE USED BY THE STAFF TO MAKE A RECOMMENDATION AND THE PLANNING AND ZONING BOARD IN MAKING THEIR DECISION)

a. Is this exception in compliance with all elements of the Comprehensive Plan?

YES

b. Is the establishment, maintenance or operation of the special exception detrimental to or endanger the public health, safety or general welfare, or contrary to established standards, regulations or ordinances of other governmental agencies?

NO

c. Is the structure or improvement so designed and constructed that it is not unsightly, undesirable or obnoxious in appearance to the extent that it will hinder the orderly and harmonious development of Hilliard and zoning district in which it is proposed?

YES

d. Will the special exception adversely impact the permitted use in the zoning district or unduly restrict the enjoyment of the other property in the immediate vicinity nor substantially diminish or impair property values within the area?

NO

e. Will the establishment of the special exception impede the orderly development and improvement of the surrounding property for uses permitted in the zoning district?

NO

f. Are adequate water and sewage disposal facilities provided?

YES

g. Are access roads adequate, on-site parking, on-site loading and loading berths, and drainage have been or will be provided where required?

YES

h. Have adequate measures been taken to provide ingress and egress to the property and design in a manner to minimize traffic congestion on local roads?

YES

i. Is adequate screening and buffering signs of the special exception provided, if needed??

YES

j. Will the special exception require signs or exterior lighting, which will cause glare, adversely impact area traffic safety or have a negative economic effect on the area? Any signs or exterior lighting required by the special exception shall be compatible with development in the zoning district?

NO

k. Will the special exception conform to all applicable regulations of the zoning district in which it is proposed?

YES

D. ATTACHMENTS (One hard copy or one copy in PDF format)

- 1. Copy of Warranty Deed or other proof of ownership
- 2. Legal description
- 3. Site Plan

E. FEES

Residential property - \$300
Non- residential - \$500

- a. The Cost of postage, signs, advertisements, and outside consultants are in addition to the application fee.
- b. The applicant is responsible to pay the cost of the advertisement and signs.
- c. All applications must pay the cost of any outside consultants' fees.

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees for advertising, signs, necessary technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any action of any kind on the development application.

Both attachments are required for a complete application. A completeness review of the application will be conducted within ten (10) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

[Signature]
Signature of Applicant

[Signature]
Signature of Co-applicant

BRAD WESTER, APPLICANT/AGENT
Typed or printed name and title of applicant

[Signature]
Typed or printed name of co-applicant

JUNE 30, 2022
Date

[Signature]
Date

State of FLORIDA County of DUVAL

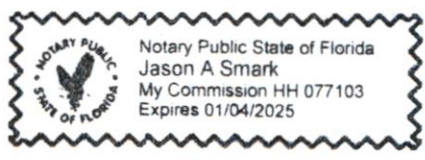
The foregoing application is acknowledged before me this 30th day of JUNE, 2022,

by BRAD WESTER, who is/are personally known to me, or who has/have produced

FL DRIVERS LICENSE as identification.

NOTARY SEAL

[Signature]
Signature of Notary Public, State of FLORIDA



OWNER'S AUTHORIZATION FOR AGENT
PLANNING DEPARTMENT

TOWN OF HILLIARD, FLORIDA

EACH AND EVERY OWNER SHOWN ON THE PROOF OF
OWNERSHIP MUST SIGN AN AUTHORIZATION FORM

Agent Authorization Form

I/We Hilliard, LLC
(Print Name of Property Owner)

hereby authorize Brad Wester
(Print Name of Agent)

to represent me/us in processing an application for Special Exception
(Type of Application)

on our behalf. In authorizing the agent to represent me/us, I/we, as owner(s) attest that the application is made in good faith and that any information contained in the application is accurate and complete.

M Borce
(Signature of Owner)

(Signature of Owner)

Melanie Borce
(Print Name of Owner)

(Print Name of Owner)

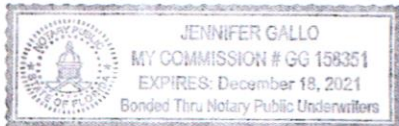
State of Florida

} ss

Nassau County

Sworn to and subscribed before me on this 28 day of May, 2021,
by MELANIE BORCE
(Name of Person Making Statement)

Jennifer Gallo
Signature of Notary Public
State of Florida



Print, type or stamp commissioned name
of Notary Public

My Commission Expires: _____

Individual making statement is personally known or _____ produced identification.

Type of identification produced: _____



TOWN OF HILLIARD
A Florida Municipality

Memo

TO: Planning & Zoning Board
 FROM: Janis K. Fleet, AICP
 DATE: May 25, 2021
 SUBJECT: Special Exception No. 202210413 - To Allow a Recreational Vehicle (RV) Park

Brad Wester on behalf of Hilliard, LLC, has applied for a Special Exception to allow a RV park on the property located at 3714 Raven Drive. The current zoning of the subject property is RMH. The RE# for the parcel is 17-3N-24-2020-0057-0000. Ordinance 2019-07 added the development of a RV Park in the RMH zoning district as a permissible use by exception.

The property is currently developed as the Pine Street Mobile Home Park. The Special Exception will allow the property to be redeveloped for the Pine Street RV Park. The existing mobile homes will be removed from the site to allow for the redevelopment of the property for the RV Park. The owner of the property is responsible for notifying any existing residents of the Pine Street Mobile Home Park of their need to relocate. The Town is not responsible for the relocation of existing residents.

The parcel is 40 acres with 28.5 acres of uplands and 11.5 acres of wetlands. A minimum of 10 acres is required for a RV Park. The RV Park will contain 221 lots for RVs, a clubhouse, a pool, an office, and recreation areas. Each RV lot will be 30' x 60'. The proposed density of the RV park will be 5.5 dwelling units per acre, less the maximum of 8 dwelling units per acre of the RMH zoning district.

The RV park will have two access points off Pine Street., one at Hawk Drive and one at Raven Drive. These roadways are private roads and will be two-way drives. The remaining roadways proposed for the RV Park will be one-way drives. Stormwater retention area will be located on the property and the wetlands will be preserved.

Section 62-157 of the Land Development Regulations contains the review criteria the Planning and Zoning Board must consider when granting a special exception request. The following are the criteria included in Section 62-157:

- (1) *The establishment, maintenance, or operation of the special exception will not be detrimental to or endanger the public health, safety, or general welfare and is not contrary to established standards, regulations, or ordinances of other governmental agencies.*

P. O. Box 249

Hilliard, Florida 32046

(904) 845-3555

Legal Description

PARCEL 16, (LOT 60): LYING AND BEING IN THE NORTH HALF (N1/2) OF THE NORTH HALF (N1/2) OF THE SOUTHEAST QUARTER (SE1/4) OF THE NORTHEAST QUARTER (NE1/4) OF SECTION 17, TOWNSHIP 3 NORTH RANGE 24 EAST OF THE TALLAHASSEE MERIDIAN, SUBJECT TO HIGHWAYS ACCORDING TO THE GOVERNMENT SURVEY IN NASSAU COUNTY, FLORIDA **LESS AND EXCEPT** THE LANDS CONVEYED IN OFFICIAL RECORDS VOLUME 78, PAGE 551.

TOGETHER WITH PARCEL 17, (LOT 59): LYING AND BEING IN THE SOUTH HALF (S1/2) OF THE NORTH HALF (N1/2) OF THE SOUTHEAST QUARTER (SE1/4) OF THE NORTHEAST QUARTER (NE1/4) OF SECTION 17 TOWNSHIP 3 NORTH, RANGE 24 EAST, TOWN OF HILLIARD, ACCORDING TO PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA; **AND A PORTION OF PARCEL 18, (LOT 58),** LYING IN THE NORTH HALF OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER (N1/2 OF S1/2 OF SE1/4 OF NE1/4 OF SAID SECTION 17, TOWNSHIP 3 NORTH, RANGE 24 EAST, LESS AND EXCEPT THAT PORTION CONVEYED TO NASSAU COUNTY BY SPECIAL WARRANTY DEED IN OFFICIAL RECORDS BOOK 70, PAGE 549, OF THE OFFICIAL RECORDS OF NASSAU COUNTY, FLORIDA THE LANDS DESCRIBED ABOVE ARE THE SAME LANDS DESCRIBED IN OFFICIAL RECORDS BOOK NO.680, PAGES 836-838.

SURVEYORS NOTE: THE LEGAL DESCRIPTION PROVIDED AND RECORDED IN O.R.B.680, PAGES 836-838 WAS IN **ERROR:** A PORTION OF PARCEL 18, (LOT 57) LIES IN THE (S1/2 OF S1/2 OF SE1/4 OF NE1/4) OF SECTION 17. ALL OF THE LANDS DESCRIBED HEREON ARE A PART OF SECTION 17.

Returns:

THIS INSTRUMENT PREPARED BY:

Nassau Title Company
542435 U. S. Hwy 1
Callahan, Florida 32011



INSTR # 200421659
OR BK 01240 PGS 0356-0358
RECORDED 06/23/2004 12:25:22 PM
J. M. OXLEY JR
CLERK OF CIRCUIT COURT
NASSAU COUNTY, FLORIDA
TAX PD (F.S. 201.02) 1,050.00
RECORDING FEES 27.00

Corporate Warranty Deed

This Warranty Deed made this 1st day of June, 2004 by SW Rentals, Inc, a Florida Corporation existing under the laws of Florida, and having its principal place of business at PO Box 162, Hilliard FL 32046, hereinafter called the grantor, to Hilliard LLC, a Limited Liability Company under the laws of Florida, whose address is 4362 Davici Avenue, Jacksonville Florida 32210, hereinafter called the grantee.

(Wherever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporation.)

WITNESSETH:

That the Grantor, for and in consideration of the sum of Ten and NO/100 Dollars, and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the Grantee, all that certain land situate, lying and being in Nassau County

See Attached Exhibit "A"

Subject to taxes accruing subsequent to December 31, 2003.

Subject to covenants, restrictions and easements of record, if any; however, this reference thereto shall not operate to reimpose same.

Together with all the tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining.

To have and to hold the same in fee simple forever.

And the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances.

In Witness whereof, the said Grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:

James M. Smith
Witness Signature

JAMES M. SMITH
Witness Printed Name:

SW RENTALS, INC

Billie Dees
Witness Signature

Billie Dees
Witness Printed Name:

John S. Williams Jr.
John S. Williams

Sharon Williams
Sharon Williams

Rec- 27.00
DOCS 1050.00

STATE OF Florida
COUNTY OF Nassau

The foregoing instrument was acknowledged before me this 1st day of June, 2004 by **John S. Williams, Sr. and Sharon Williams**, who is are personally known to me or have produced identification in the form of a _____ driver's license.

Notary Public, State and County Aforesaid

Billie Dees
Notary Signature

(Title or Rank)

Notary Printed Signature



BILLIE M. DEES
MY COMMISSION # DG-305682
EXPIRES: March 31, 2008
Bonded Thru Budget Notary Services

(serial No., if any)

MAP OF BOUNDARY SURVEY

PARCEL 16, (LOT 60): LYING AND BEING IN THE NORTH HALF (N1/2) OF THE NORTH HALF (N1/2) OF THE SOUTHEAST QUARTER (SE1/4) OF THE NORTHEAST QUARTER (NE1/4) OF SECTION 17, TOWNSHIP 3 NORTH RANGE 24 EAST OF THE TALLAHASSEE MERIDIAN, SUBJECT TO HIGHWAYS ACCORDING TO THE GOVERNMENT SURVEY IN NASSAU COUNTY, FLORIDA **LESS AND EXCEPT** THE LANDS CONVEYED IN OFFICIAL RECORDS VOLUME 78, PAGE 551.

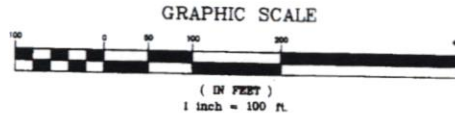
TOGETHER WITH PARCEL 17, (LOT 59): LYING AND BEING IN THE SOUTH HALF (S1/2) OF THE NORTH HALF (N1/2) OF THE SOUTHEAST QUARTER (SE1/4) OF THE NORTHEAST QUARTER (NE1/4) OF SECTION 17 TOWNSHIP 3 NORTH, RANGE 24 EAST, TOWN OF HILLIARD, ACCORDING TO PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA; **AND A PORTION OF PARCEL 18, (LOT 58),** LYING IN THE NORTH HALF OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER (N1/2 OF S1/2 OF SE1/4 OF NE1/4 OF SAID SECTION 17, TOWNSHIP 3 NORTH, RANGE 24 EAST, LESS AND EXCEPT THAT PORTION CONVEYED TO NASSAU COUNTY BY SPECIAL WARRANTY DEED IN OFFICIAL RECORDS BOOK 70, PAGE 549, OF THE OFFICIAL RECORDS OF NASSAU COUNTY, FLORIDA THE LANDS DESCRIBED ABOVE ARE THE SAME LANDS DESCRIBED IN OFFICIAL RECORDS BOOK NO.680, PAGES 836-838.

SURVEYORS NOTE: THE LEGAL DESCRIPTION PROVIDED AND RECORDED IN O.R.B.680, PAGES 836-838 WAS IN **ERROR:** A PORTION OF PARCEL 18, (LOT 57) LIES IN THE (S1/2 OF S1/2 OF SE1/4 OF NE1/4) OF SECTION 17. ALL OF THE LANDS DESCRIBED HEREON ARE A PART OF SECTION 17.

PREPARED FOR:
HILLIARD L.L.C.

FOR THE BENEFIT OF:
FIRST COAST COMMUNITY BANK
NASSAU TITLE COMPANY
COMMONWEALTH LAND TITLE INSURANCE COMPANY

LINE	LENGTH	BEARING
L-1	20.54	S17.34S21.5°W
L-2	28.04	S00.124.4°E
L-3	30.98	S18.36S24.1°E
L-4	52.50	S43.15S23.1°E
L-5	50.87	S19.28S17.1°E
L-6	37.71	S19.28S22.1°E
L-7	41.77	S04.28S0.1°E
L-8	41.83	S05.01S3.1°W
L-9	41.19	S04.43S0.1°E
L-10	13.68	N88.18S0.1°E
L-11	27.80	N74.21S1.1°E
L-12	23.72	N73.32S2.1°E
L-13	18.85	S40.01S0.1°E
L-14	20.38	S45.11S0.1°W
L-15	20.78	S44.37S1.1°W
L-16	46.67	S04.18S0.1°E
L-17	35.85	S14.44S1.1°E
L-18	24.80	S24.18S2.1°E
L-19	34.11	S06.01S1.1°E
L-20	28.73	S07.28S2.1°E
L-21	18.34	S46.20S2.1°E
L-22	19.78	S01.16S1.1°E
L-23	185.18	N14.92S10.1°E
L-24	27.19	N73.27S0.1°E
L-25	18.69	N24.30S0.1°E
L-26	33.17	N24.36S1.1°E
L-27	44.80	N70.41S2.1°E
L-28	31.27	S17.43S1.1°E
L-29	28.66	S10.17S1.1°E
L-30	25.58	S37.26S1.1°E
L-31	38.45	S17.57S4.1°E
L-32	28.22	S56.18S20.1°E



SURVEY NOTES:



- Change of Address
-
-
-
-
- FAQ**
-
-

PROPERTY INFORMATION

Parcel Number 17-3N-24-2020-0057-0000

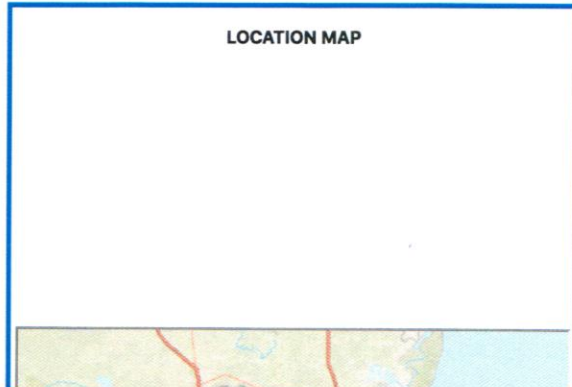
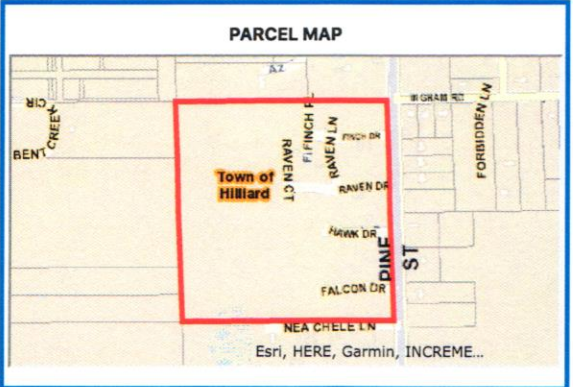
Owner Name	HILLIARD LLC
Mailing Address	4225 N PEARL STREET
Location Address	JACKSONVILLE, FL 32206
	3714 RAVEN DR
	HILLIARD 32046
Tax District	HILLIARD
Millage	16.1525
Homestead	No
Property Usage	PARKING/MH 002800
Deed Acres	40.00
Short Legal	LOTS 57 58 59 & 60 OR 1240/367 & PT OR 1240/356 (EX R/W OR 78/549 & OR 78/551)

2020 Final Values

Land Value	\$160,000
(+) Improved Value	\$252,622
(=) Market Value	\$412,622
(-) Agricultural Classification	\$0
(-) SOH or Non-Hx* Capped Savings	\$0
(=) Assessed Value	\$412,622
(-) Homestead	\$0
(-) Additional Exemptions	\$0
(=) School Taxable Value	\$412,622
(-) Non-School HX & Other Exempt Value	\$0
(=) County Taxable Value	\$412,622

Note - *10% Cap does not apply to School Taxable Value

- Property Search
- Map This Parcel
- GIS Report
- Property Record Card
- Print Friendly Page



BUILDING INFORMATION

Type	Total Area	Heated Area	Bedrooms	Baths	Primary Exterior	Secondary Exterior	Heating	Cooling	Actual Year Built	Building Sketch
M/H 93-	924	924	2	1	MOD METAL		AIR DUCTED	FORCED AIR	1980	
M/H 93-	924	924	2	2	MOD METAL		AIR DUCTED	FORCED AIR	1985	
M/H 93-	672	672	2	1	MOD METAL		AIR DUCTED	FORCED AIR	1985	

MISCELLANEOUS INFORMATION

HILLIARD RV

3714 RAVEN DRIVE HILLIARD, FL 32046

CITY OF JACKSONVILLE NOTES GENERAL

All construction shall be performed in accordance with the approved plans and comply with all standard city policies and practices. City approval is contingent upon any required state or federal permit approvals such as those from the Department of Environmental Protection or the St. Johns River Water Management District (SJRWMD).

UTILITY WORK

Plan approval through Development Services does not include utilities. Proposed water, sewer or electric construction must be approved separately through the respective utility company. In most cases, this will be:

JEA
214 N. Main Street
Jacksonville, FL 32202
www.jea.com

WORK WITHIN THE RIGHT-OF-WAY

CITY: Except for new subdivision infrastructure construction, all work performed within a City of Jacksonville right-of-way or easement requires a Right of Way Permit. The contractor performing the proposed work must have a current Right-of-Way Bond on file with Development Services. Right-of-way Permit applications are processed at:

Development Services Customer Service Center
214 N. Main Street
Jacksonville, FL 32202
www.jea.com

STATE: All work performed within a state right-of-way requires a permit from the Florida Department of Transportation (FDOT). It is the developer's responsibility to obtain required FDOT permits or maintenance-of-traffic approvals for work within FDOT right-of-ways. The FDOT regional office can be contacted at (904) 380-5200. Any changes to the approval plans needed for FDOT approval must be submitted to Development Services as revisions.

Adjacent State Roads: _____

RAILROAD: Railroad companies may require special approvals or permits to work within their right-of-ways. It is the developer's responsibility to obtain permission from any railroad right-of-way owner before performing any work within their right-of-way.

STORMWATER

Annual reports in compliance with the SRF(MM) stormwater permits are required from the maintenance entity of all stormwater management facilities. Send copies of the reports to:

Engineering and Construction Management
214 N. Main Street
Jacksonville, FL 32202
www.jea.com

The owner of any project one (1) acre or larger is required to provide a Notice of Intent (NOI) in accordance with criteria set forth in the city's NPDES permit within 48 hours of beginning construction. Send NOI and NOI fee to:

Florida Department of Environmental Protection
1975 North University Avenue, 11th Floor
Tallahassee, FL 32310
www.dep.state.fl.us

The contractor shall contact the Environmental Quality Division, Erosion and Sedimentation Control Section (ECS) to provide verification that applicable stormwater permits have been obtained and to schedule a pre-construction ESC site inspection.

Environmental Quality Division
214 N. Main Street, 11th Floor
Jacksonville, FL 32202
www.jea.com

FIRE MARSHALL

Plan review and approval does not relieve the contractor of complying with all applicable State Fire Codes.

Underground mains and hydrants shall be installed, completed, and in service prior to construction work.

Underground contractor shall submit to the Fire Marshall for approval complete specs for all underground pipes and fittings relating to fire protection PRIOR to installation and inspection. Contractor shall include manufacturer's name and pipe ID along with contractor's state license number.

LANDSCAPE

A Site Work Permit is required for this project.

Tree Fund payment is due _____ inches at \$ _____ = \$ _____

Article 25 funds are due _____ inches at \$ _____ = \$ _____

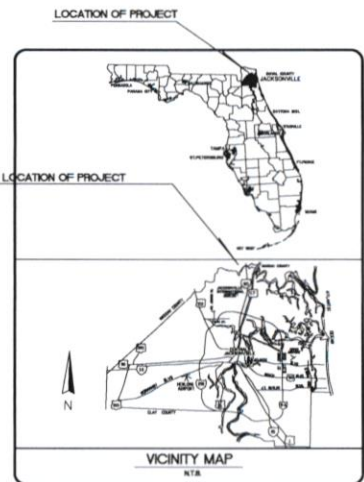
TRAFFIC ENGINEERING

TRAFFIC SIGNS			
Metro Name (each)	0	\$62.00	Each \$62.00
Standard (each)	0	\$55.00	Each \$55.00
Stop/Yield (each)	0	\$61.00	Each \$61.00
Design (per plan)	0	\$70.00	\$0.00
Installation	0	\$62.00	Hour \$62.00
			Total \$0.00

Streetlights Required

NOTE: Traffic sign costs change from time to time. If the costs change after plan approval but prior to payment for installation, the developer must pay for the signs at the current costs. The total above assumes the subdivision will be platified as one phase. If the development is platified as separate phases, design and installation will be calculated separately for each phase.

No lane closures allowed from 7 a.m. to 9 a.m. and from 4 p.m. to 6 p.m.



PLAN APPROVAL

Date: _____ Development Services Division (Chief)

Date: _____ Review Group (Reviewer)

Plan approval is valid for five years after the initial approval date. Revisions made after the initial approval date do not extend this five-year time frame.

PLAN APPROVAL IS SUBJECT TO THE FOLLOWING NOTES AND CONDITIONS:

Plans designed using 2020 JEA Standards.

**Call Before You Dig
811 or 800-432-4770**

UTILITY CONTACTS		
A. Comcast		1-800-391-3000
B. Bell South Telephone		780-2800
C. City of Jacksonville, Public Works Dept.		255-8310
D. City of Jacksonville, Streets and Drainage Dept.		255-8310
E. City of Jacksonville, Traffic Engineering Dept.		255-8310
F. Florida Department of Transportation		360-5400
G. JEA - Collection and Distribution		630-6000
H. JEA - General Information		665-6000
I. JEA - Groundworks / Community Outreach		665-6000
J. JEA - Power Outages		665-6000
K. JEA - Sewer Problems		665-6000
L. JEA - Water Problems		665-6000
M. AT&T Broadband		1-800-222-0400
N. Mobile Gas		733-9533
O. Peoples Gas		737-4635
P. Sunshine One Call		1-800-432-4770

PROJECT INFORMATION

GENERAL	
City Development Number	_____
Concurrency Application Number	_____
Property Appraiser Number (RE #)	_____
Duval County Soils	_____
Zoning Designation / FLU	_____
PUD Ordinance Number	_____
FIRM - Community - Panel	_____
Flood Zones (Show in Plans)	X
Base Flood Elev. (Show in Plans)	N/A
Vertical Datum Used for Project	NAVD 1988
JEA Availability Number	_____
SUBDIVISION	
PSD Number	N/A
City or Private Inspection	N/A
Public or Private Roads	N/A
Subdivision ("911") Disk Provided?	N/A
NON-SUBDIVISION	
North American Industry Classification System (NAICS)	_____
Impervious Area (Sq. Ft.)	_____

No.	Revisions	By

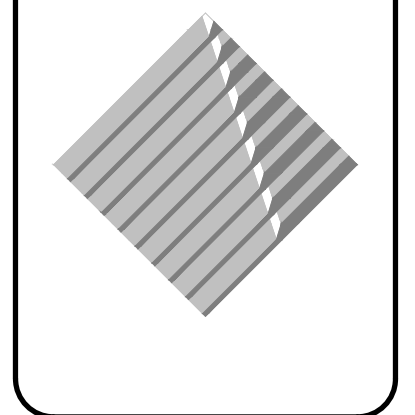
AVA ENGINEERS, INC.
Commercial / Residential / Marine
Florida Certificate No. 00009850
403 Hilliard Rd., Suite 100
Jacksonville, FL 32202 | P. 904.732.2225
www.avaengineers.com

HILLIARD RV COVER

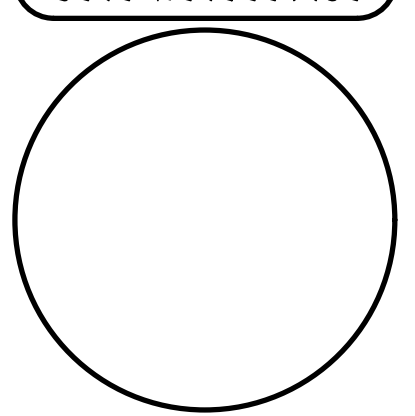
DATE: 06/2022
DESIGNER: HAV
JOB #: 21-071
DRAWN: TRB
SCALE: Scale
SHEET: 1 of XX

No.	Revisions	By

AVA ENGINEERS, INC.
 Commercial | Residential | Marine
 Florida Certificate No. 00008161
 4201 BAYMEADOWS RD. SUITE 3 | JACKSONVILLE, FLORIDA 32207
 Ph: (904) 730-3223 | Fx: (904) 730-3225
 Henry A. Urrutia, Jr., No. 45049



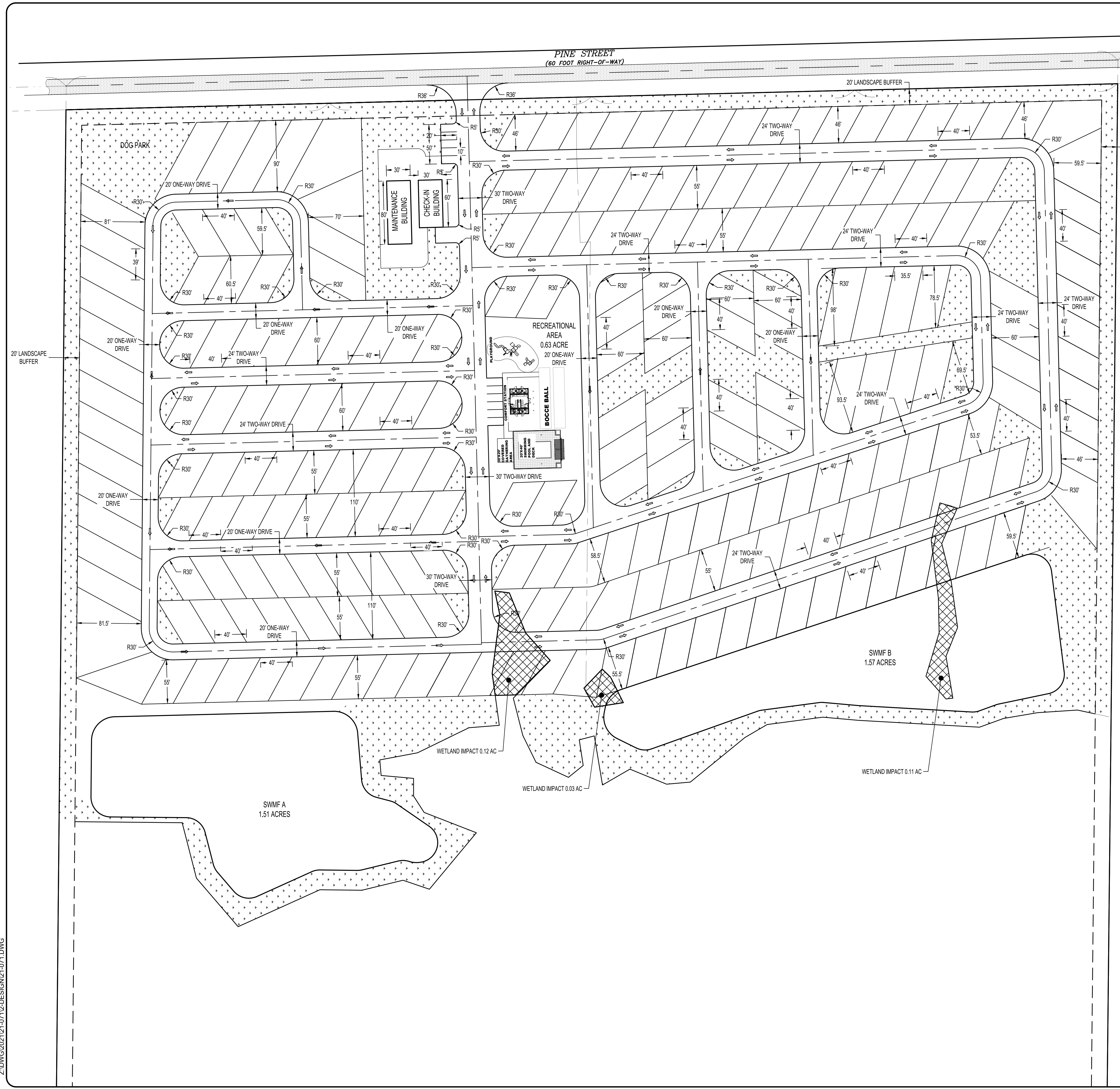
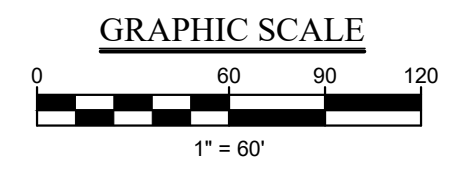
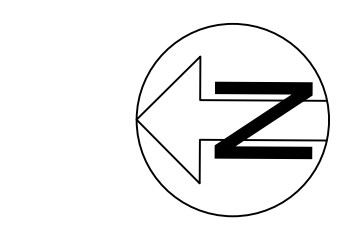
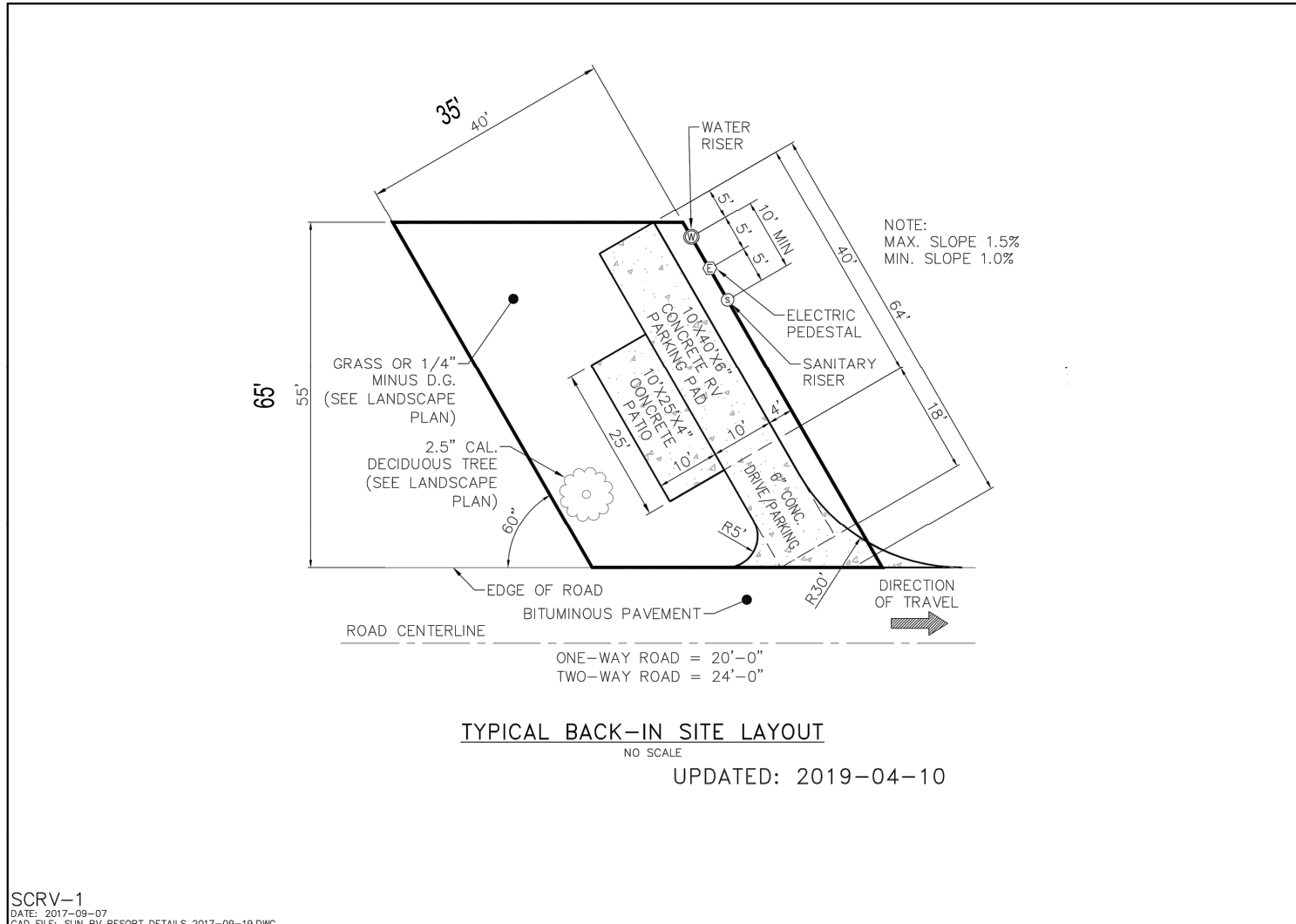
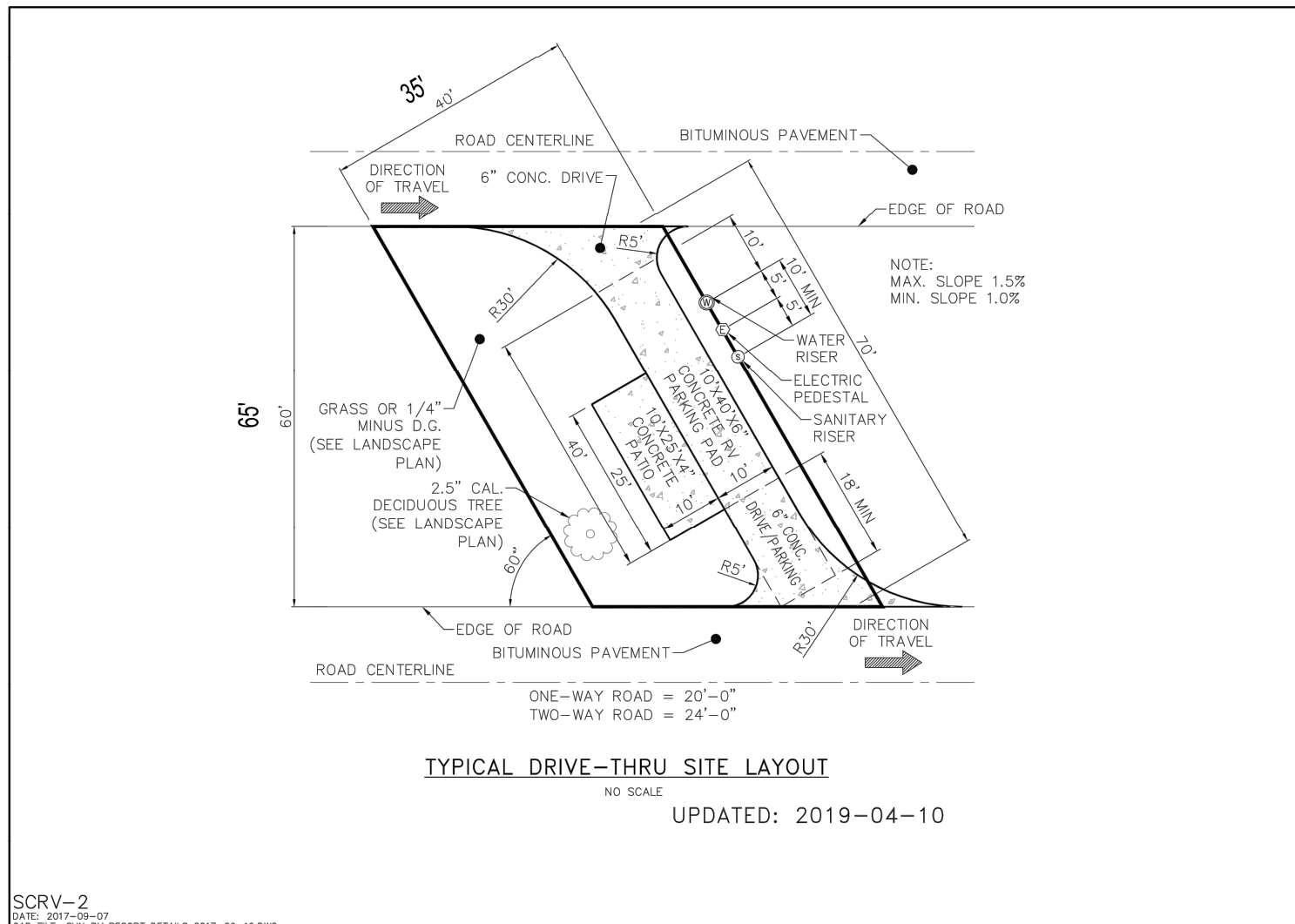
UNLESS THIS DRAWING BEARS THE EMBOSSED SEAL OF A PROFESSIONAL ENGINEER, IT IS NOT VALID. IT IS FOR INFORMATION PURPOSES ONLY AND IS NOT VALID. THIS DRAWING HAS BEEN PREPARED BY AN ENGINEER OR ARCHITECT WHOSE LICENSE HAS BEEN RECALLED BY THE STATE OF FLORIDA. ANY USE OF THIS DRAWING BY OTHERS (A CITY, COUNTY, STATE, FEDERAL, ETC.) TO OBTAIN PERMITS OR FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF AVA ENGINEERS, INC. IS PROHIBITED. AVA ENGINEERS, INC. IS NOT RESPONSIBLE FOR THE OBTAINMENT OF PERMITS OR FOR THE RETENTION AND TREATMENT OF STORMWATER.



HILLIARD RV
SITE PLAN
 NASSAU
 FLORIDA

Date: 06/2022
 Designer: HAV
 Job #: 21-071
 Drawn: TRB
 Scale: 1:60
 Sheet: 6
 of 19

SITE AREAS	
BACK IN SPOTS	218
PULL THROUGH SPOTS	22
TOTAL SPOTS	240
WETLAND IMPACTS	.26 ACRES
IMPERVIOUS AREA	18.25 ACRES
TOTAL AREA	39.73 ACRES



Z:\DWG\2021\21-071\2-DESIGN\21-071.DWG



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Planning & Zoning Board Regular Meeting Meeting Date: August 9, 2022

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

SUBJECT: Planning and Zoning Board Recommendation on Ordinance No. 2022-05
Rezoning from R-2 to R-3
Property Owner – Conner Development Group, Inc– Applicant Tracey Connor
Parcel ID No. 08-3N-24-2380-0182-0010

BACKGROUND:

Ms. Tracey Connor has submitted application for rezoning for the property with the Parcel ID # 08-3N-24-2380-0182-0010 from R-2 to R-3. The parcel is 1.25 acres and is located between New Front Street, Ohio Street, CR 108, and Bay Road.

Attached is the analysis of the requested amendment.

FINANCIAL IMPACT:

None, the applicant is required to pay all application, advertising, and review fees.

RECOMMENDATION:

Staff recommends the Planning and Zoning Board recommend to the Town Council the adoption of Ordinance 2022-05 to rezone from R-2 to R-3 for the property with the Parcel ID # 08-3N-24-2380-0182-0010b.



AGENDA ITEM REPORT

STAFF REPORT AND RECOMMENDATIONS FOR REZONING 20220608

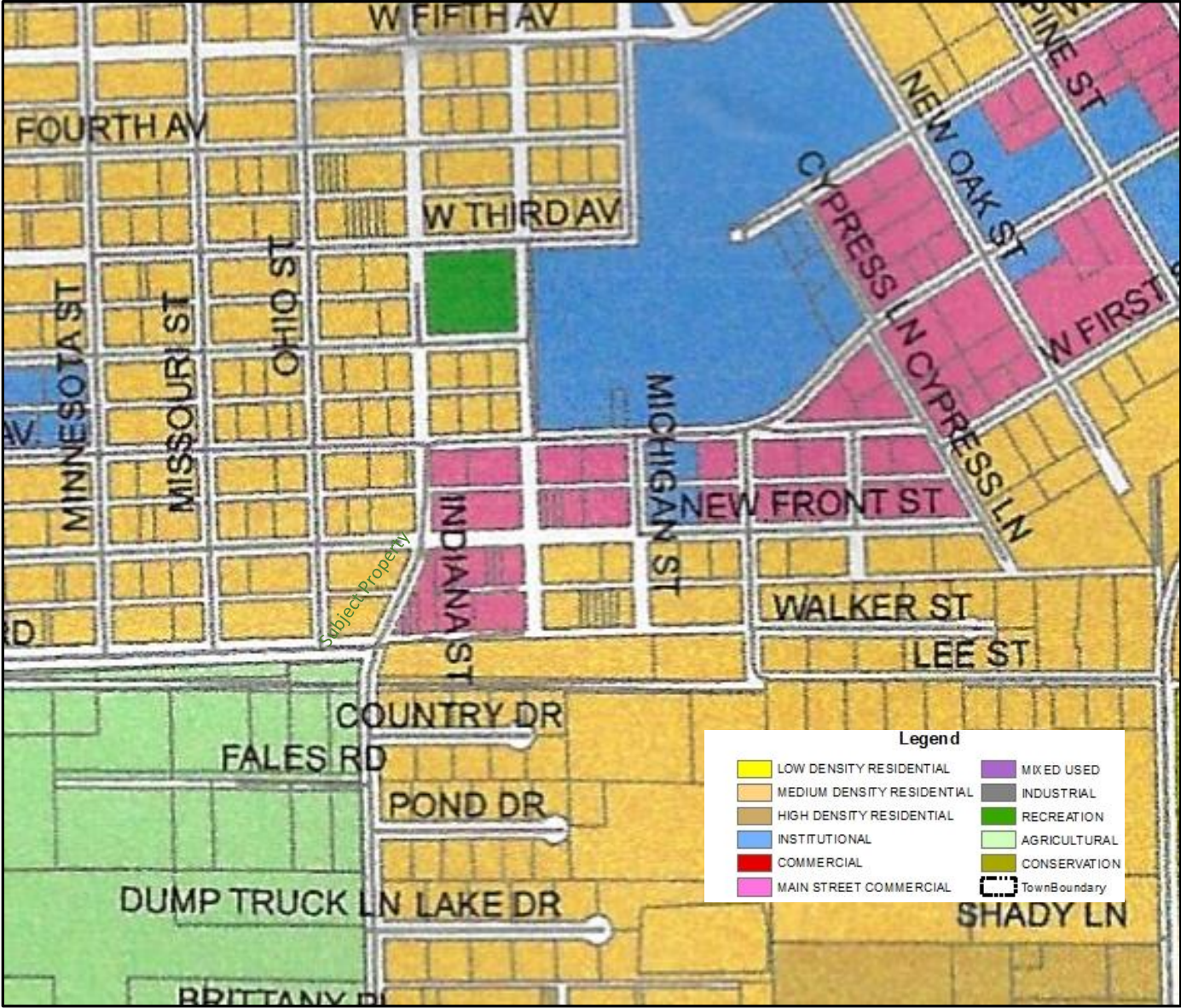
1. Owner / Applicant Information:
 Applicant – Tracey Conner
 Owner – Conner Development Group, Inc.
 171641 Hodges Road
 Hilliard, Florida 32046

2. Property Information
 Parcel ID # 08-3N-24-2380-0182-0010
 Address: 17590 Bay Road
 Current Future Land Use Map Designation: Medium Density Residential (MDR)
 Current Zoning: R-2
 Proposed Zoning: R-3
 Acres: approximately 1.25 acres

3. Description: The parcel contains portions of 17 lots and is split by a 25 ft. alley/right of way. The property is zoned R-2 and a single family dwelling unit is located on 3 lots that front on Bay Road. The table below summarizes the Future Land Use Map Designation, zoning and existing use for the adjacent parcels.

	Current FLUM	Current Zoning	Existing Use
North	Medium Density Residential (MDR)	R-Single Family	Single Family Residential and Vacant
South	Agricultural	A-1	Single Family Residential and Vacant
East	MainStreet Commercial	R-2 and C-N	Single Family Residential and Vacant
West	Medium Density Residential (MDR)	R-3	Duplex

Future Land Use Map



ORDINANCE NO. 2022-05

AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, REZONING CERTAIN PROPERTY CONSISTING OF 1.25 ACRES, MORE OR LESS LOCATED ON BETWEEN OHIO STREET, NEW FRONT STREET, COUNTY ROAD 108 AND BAY ROAD, HILLIARD, FL, PARCEL # 08-3N-24-2380-0182-0010, FROM R-2 – SINGLE FAMILY TO R-3, MULTIPLE-FAMILY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the requested zoning change requires a change from the Town zoning designation of from R-2 – Single Family to R-3, Multiple-family; and

WHEREAS, the requested zoning change is consistent with the Comprehensive Plan if the MDR – Medium Density Residential Future Land Use Map designation for the property, and

WHEREAS, the Planning and Zoning Board approved the zoning change request at the August 9, 2022, regular meeting; and

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE TOWN OF HILLIARD, FLORIDA, as follows:

SECTION 1. PROPERTY INVOLVED. The property in question for this zoning district change consists of 1.25 acres more or less and is located between Ohio Street, New Front Street, County Road 108 and Bay Road, Hilliard, Florida, with Parcel # 08-3N-24-2380-0182-0010.

SECTION 2. ZONING CHANGE. For the property in question the zoning district change is from R-2 – Single Family to R-3, Multiple-family.

SECTION 3. EFFECTIVE DATE. This ordinance shall take effect immediately upon its final adoption.

ADOPTED this ___ day of _____, 2022, by the Hilliard Town Council, Hilliard, Florida.

John P. Beasley
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

Floyd Vanzant
Mayor

Planning & Zoning Board Publication:
Planning & Zoning Board Public Hearing:
Town Council First Reading:
Town Council Publication:
Town Council Public Hearing:
Town Council Final Reading:



FOR OFFICE USE ONLY		ITEM-3
P & Z File #	_____	
Application Fee:	_____	
Filing Date: _____	Acceptance Date: _____	
Review Date: P & Z _____	TC _____	

Rezoning Application

A. PROJECT

- Project Name: Bayfront Grove
- Address of Subject Property: 175960 Bay Rd, Hilliard
- Location: On the _____ side of _____ Street/Ave between _____ and _____ Streets/Avenues
- Parcel Number(s): 08-3N-24-2380-0182-0010
- Existing Use of Property: R2
- Future Land Use Map Designation: medium density residential
- Existing Zoning Designation: R2
- Proposed Zoning Designation: R3
- Acreage: 1.25
- Reason for Rezoning: Multiple homes (requesting 5)

B. APPLICANT

- Applicant's Status: Owner (title holder) Agent
- Name of Applicant(s) or Contact Person(s): Tracy Conner Title: president
 Company (if applicable): Conner Development Group
 Mailing address: 171641 Hodges Rd
 City: Hilliard State: FL ZIP: 32046
 Telephone: () 219 3217 FAX: () e-mail: _____
- If the applicant is agent for the property owner*
 Name of Owner (titleholder): _____
 Mailing address: _____
 City: _____ State: _____ ZIP: _____
 Telephone: () FAX: () e-mail: _____

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

C. ATTACHMENTS

1. Statement of proposed change, including a map showing the proposed zoning change and zoning designations on surrounding properties
2. A current aerial map (Maybe obtained from the Nassau County Property Appraiser.)
3. Plat of the property (Maybe obtained from the Nassau County Property Appraiser.)
4. Legal description with tax parcel number.
5. Boundary survey
6. Warranty Deed or the other proof of ownership
7. Fee.
 - a. \$1000
 - b. All applicants must pay the cost of postage, signs, advertisements and the fee for any outside consultants.

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees necessary for technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice for of postage, signs, advertisement, outside consultants shall be paid in full prior to any action of any kind on the application by the Planning and Zoning Board.

All 7 attachments are required for a complete application. A completeness review of the application will be conducted within ten (10) business days of receipt of the application and required attachments. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

Tracey Conner
Signature of Applicant

Signature of Co-applicant

Tracey Conner
Typed or printed name and title of applicant

Typed or printed name of co-applicant

8/4/2022
Date

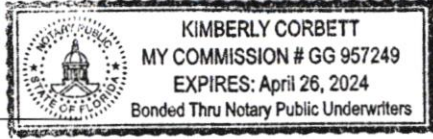
Date

State of Florida County of Nassau

The foregoing application is acknowledged before me this 4th day of August, 2022 by Tracey

Conner, who is/are personally known to me, or who has/have produced Drivers License as identification.

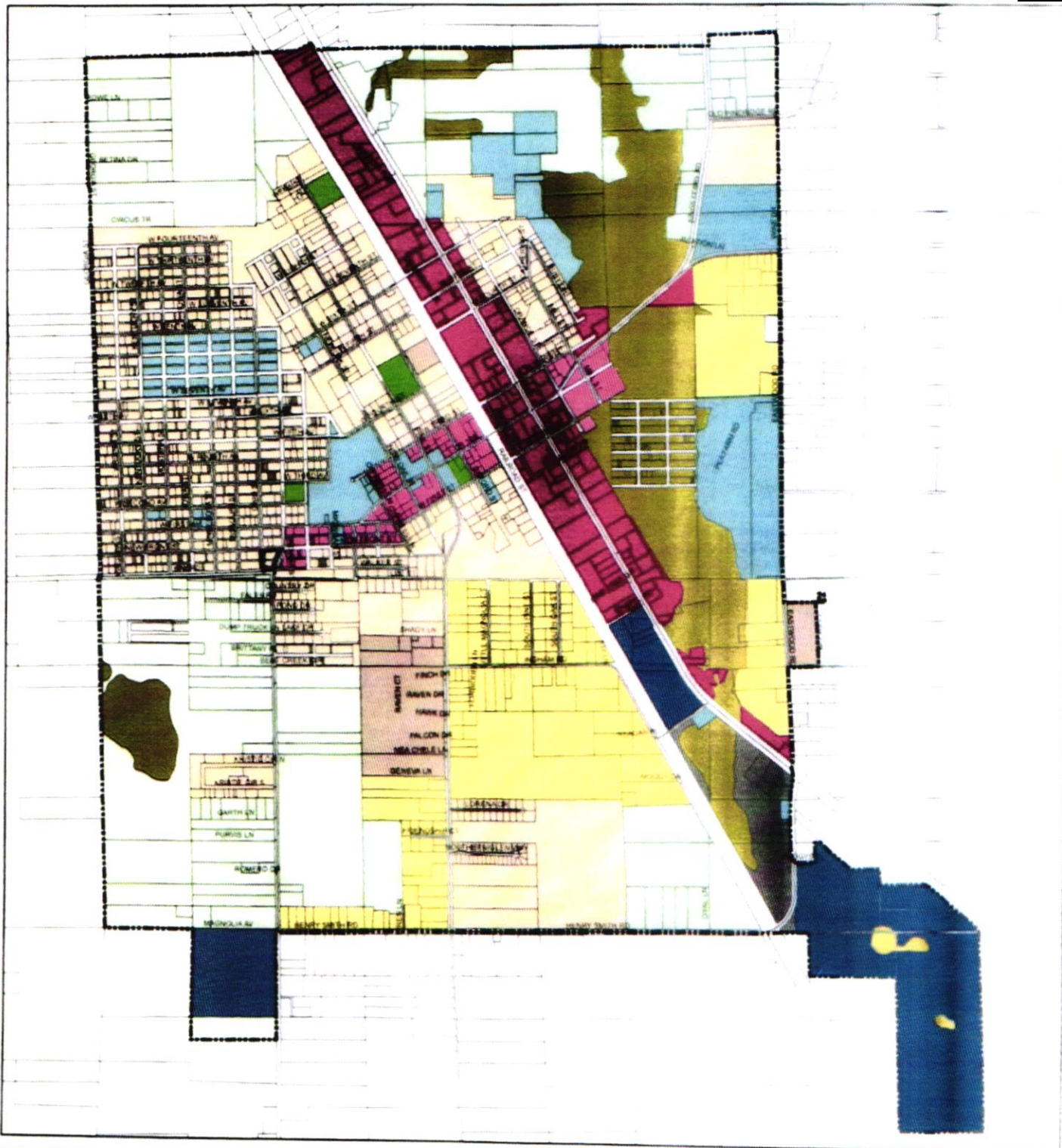
NOTARY SEAL
Kimberly Corbett



Signature of Notary Public, State of Florida

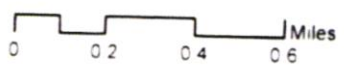
Statement of Proposed Change:

Requested use is 5 units on 1.25 acres.



Future Land Use

Town of Hilliard

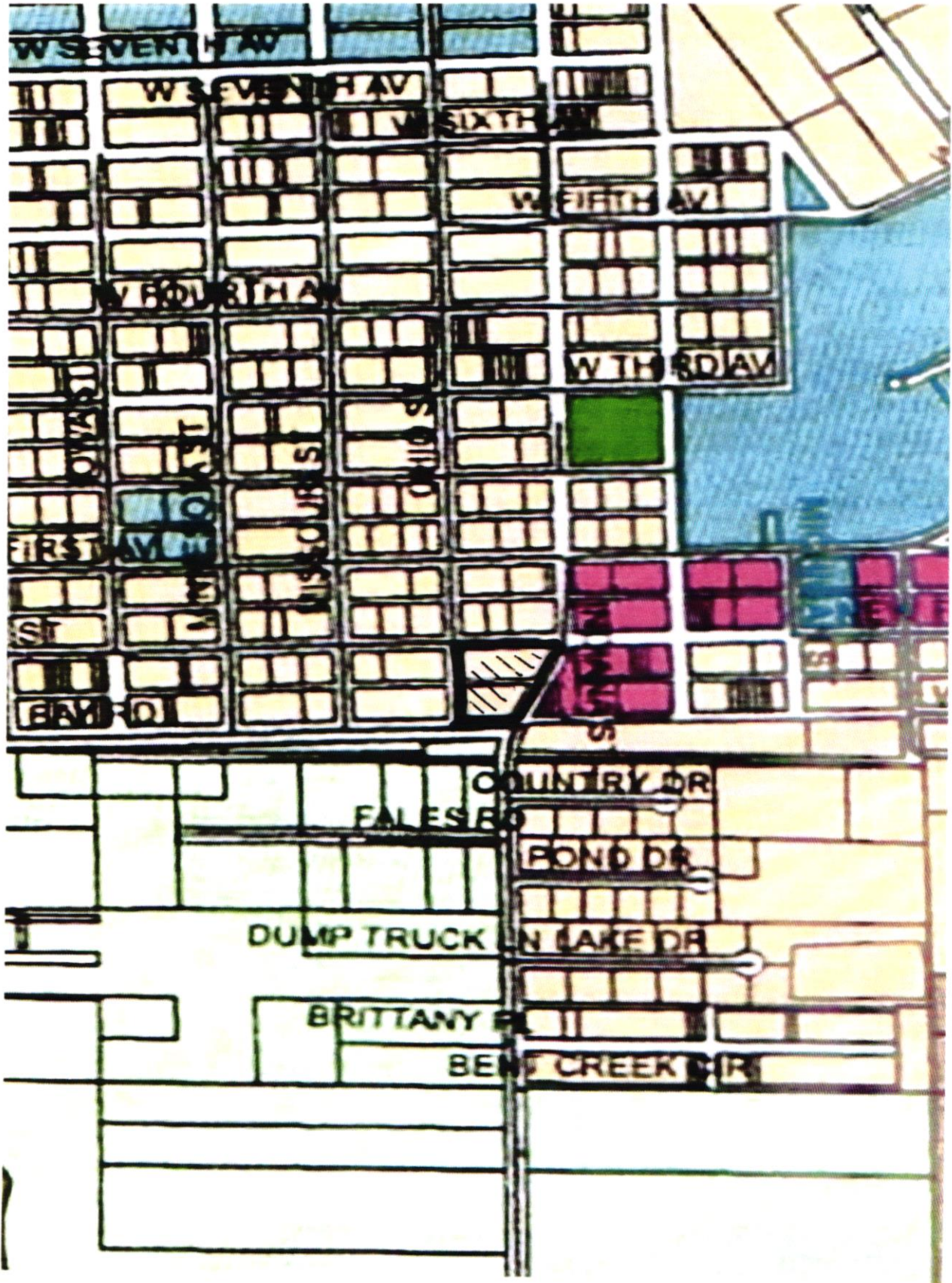


Legend

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- INSTITUTIONAL
- COMMERCIAL
- MAIN STREET COMMERCIAL
- MIXED USED
- INDUSTRIAL
- RECREATION
- AGRICULTURAL
- CONSERVATION
- Town Boundary

FLEET & ASSOCIATES
ARCHITECTS/PLANNERS INC

7/23/2021

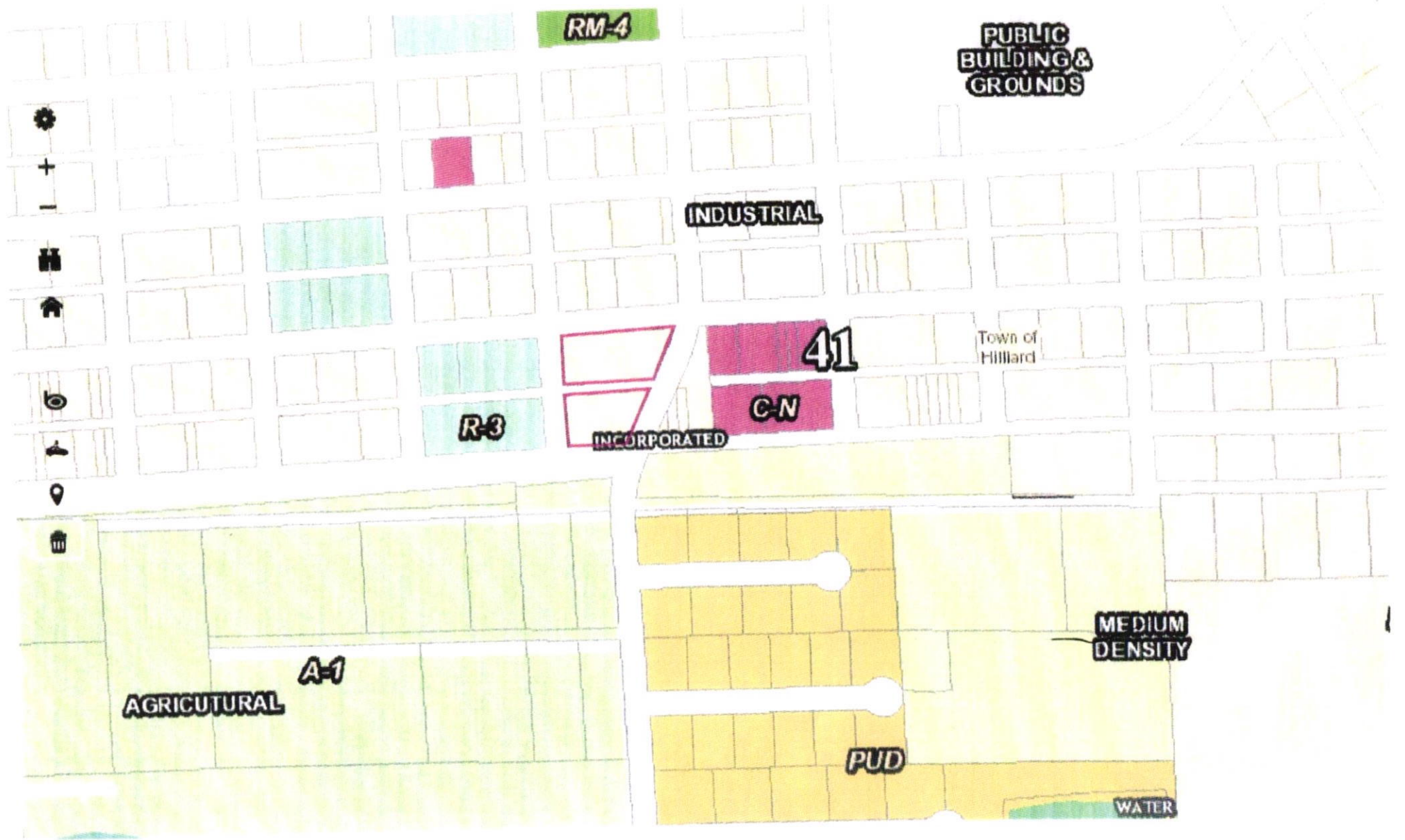






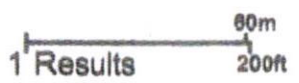
1 Results 20m 100ft





1 Results 100m 300ft







A. Michael Hickox, CFA
Cert. Res. RD1941

NASSAU COUNTY
PROPERTY APPRAISER



- Change of Address
-
-
-
-
- FAQ**
-
-

PROPERTY INFORMATION

Parcel Number 08-3N-24-2380-0182-0010

Owner Name: CONNER DEVELOPMENT GROUP INC
 Mailing Address: 171641 HODGES ROAD
 Location Address: HILLIARD, FL 32046
 175960 BAY RD
 HILLIARD 32046
 Tax District: HILLIARD
 Millage: 16.1525
 Homestead: Yes
 Property Usage: SINGLE FAM 000100
 Deed Acres: 0
 Short Legal: BLK 182 LOTS 1 THRU 20 & PT OF LOT 21 LYING NWLY OF CR#108
 TOWN OF HILLIARD WEST S/D OF

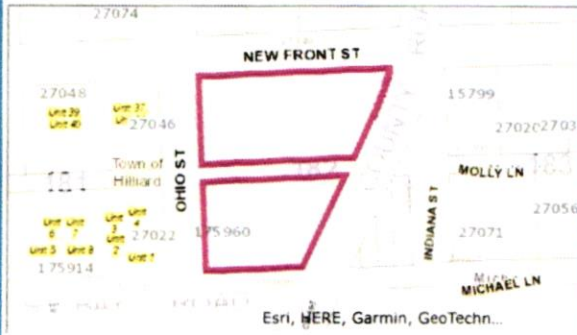
2022 Preliminary Values

Land Value	\$97,065
(+) Improved Value	\$27,471
(=) Market Value	\$124,538
(-) Agricultural Classification	\$0
(-) SOH or Non-Hx* Capped Savings	\$50,058
(=) Assessed Value	\$74,450
(-) Homestead	\$25,000
(-) Additional Exemptions	\$0
(=) School Taxable Value	\$74,450
(-) Non-School HX & Other Exempt Value	\$24,450
(=) County Taxable Value	\$25,000

- Property Search
- Map Tools
- GIS Report
- Property Reassessment
- Print Friendly

Note: 110% Cap does not apply to School Taxable value

PARCEL MAP



2021 AERIAL MAP



PROPERTY PHOTO



If this picture is incorrect, please email info@nassaufpa.com

LOCATION MAP



BUILDING INFORMATION

Type	Total Area	Heated Area	Bedrooms	Baths	Primary Exterior	Secondary Exterior	Roofing	Counting	Actual Year Built	Building Sketch
SINGLE FAM	2765	2001	5	1	ASB SIDING	COMMON BRK	CONCRETE	15	2008	

MISCELLANEOUS INFORMATION

Description Dimensions L X W Units Year Built

Parcel ID #: 08-3N-24-2380-0182-0010

Lots 1 through 20 and portion of Lot 21
lying Northwesterly of CR #108, Block 182,
PLAT OF THE WEST PORTION OF THE TOWN
OF HILLIARD, according to the map or plat thereof,
as recorded in Plat Book 1, Page(s) 23, of the Public
Records of Nassau County, Florida, Less and Except
any part of caption lying within right of way.

Prepared by:
April Ross
Titledown of America, LLC
34 N 14th Street
Fernandina Beach, FL 32034

File Number: 22-1086

General Warranty Deed

Made this July 18, 2022 A.D. By **Louis D. Hodges and Janice J. Hodges, a married couple**, whose address is:
27022 APT 1 Ohio St Hilliard, FL 32046 hereinafter called the grantor, to **Conner Development Group, Inc., Florida Profit Corporation**, whose post office address is: 171641 Hodges Road, Hilliard, Florida 32046, hereinafter called the grantee:

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Nassau County, Florida, viz:

Lots 1 through 20 and portion of Lot 21 lying Northwesterly of CR# 108, Block 182, PLAT OF THE WEST PORTION OF THE TOWN OF HILLIARD, according to the map or plat thereof, as recorded in Plat Book 1, Page(s) 23, of the Public Records of Nassau County, Florida, Less and Except any part of caption lying within right of way.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2021.

Prepared by:
April Ross
Titletown of America, LLC
34 N 14th Street
Fernandina Beach, FL 32034

File Number: 22-1086

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:

Cathryn N. Pickett
Witness Printed Name Cathryn N Pickett

Louis D. Hodges (Seal)
Louis D. Hodges

Jess Byland
Witness Printed Name Jess Byland

Janice J. Hodges (Seal)
Janice J. Hodges

State of Georgia
County of Charlton

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 18th day of July, 2022, by **Louis D. Hodges and Janice J. Hodges, a married couple**, who are personally known to me or who have produced ID as identification.



Cathryn N Pickett
Notary Public
Print Name: Cathryn N Pickett
My Commission Expires: _____

OWNER'S AUTHORIZATION FOR AGENT
PLANNING DEPARTMENT

TOWN OF HILLIARD, FLORIDA

EACH AND EVERY OWNER SHOWN ON THE PROOF OF
OWNERSHIP MUST SIGN AN AUTHORIZATION FORM

Agent Authorization Form

I/We Conner Development Group Tracey Conner, President
(Print Name of Property Owner)
hereby authorize Tracey Conner
(Print Name of Agent)
to represent me/us in processing an application for _____
(Type of Application)

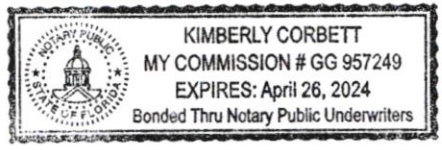
on our behalf. In authorizing the agent to represent me/us, I/we, as owner(s) attest that the application is made in good faith and that any information contained in the application is accurate and complete.

Tracey Conner _____
(Signature of Owner) (Signature of Owner)
Tracey Conner _____
(Print Name of Owner) (Print Name of Owner)

State of Florida
} ss
Nassau County

Sworn to and subscribed before me on this 4th day of Aug., 2022,
by Tracey Conner
(Name of Person Making Statement)

Kimberly Corbett
Signature of Notary Public
State of Florida



Kimberly Corbett
Print, type or stamp commissioned name
of Notary Public

My Commission Expires: _____

Individual making statement is _____ personally known or produced identification.
Type of identification produced: Drivers License



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Profit Corporation
CONNER DEVELOPMENT GROUP, INC.

Filing Information

Document Number P20000077033
FEI/EIN Number 04-3756395
Date Filed 09/10/2020
State FL
Status ACTIVE

Principal Address

171641 HODGES RD
HILLIARD, FL 32046

Mailing Address

171641 HODGES RD
HILLIARD, FL 32046

Registered Agent Name & Address

CONNER, TRACEY
171641 HODGES RD
HILLIARD, FL 32046

Officer/Director Detail

Name & Address

Title PT

CONNER, DANIEL E
171641 HODGES RD
HILLIARD, FL 32046

Title PT

CONNER, TRACEY M
171641 HODGES RD
HILLIARD, FL 32046

Title VP

Ethan Conner

171641 Hodges Rd
Hilliard, FL 32046

Annual Reports

Report Year	Filed Date
2021	06/08/2021
2022	01/26/2022

Document Images

01/26/2022 -- ANNUAL REPORT	View image in PDF format
06/08/2021 -- ANNUAL REPORT	View image in PDF format
09/10/2020 -- Domestic Profit	View image in PDF format



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Planning & Zoning Board Regular Meeting Meeting Date: August 9, 2022

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

SUBJECT: Planning and Zoning Board Recommendation on Ordinance No. 2022-03
 Future Land Use Map Amendment from Medium Density Residential to High
 Density Residential;
 Property Owner – Wayne Bishop
 Parcel ID No. 08-3N-24-2380-0063-00100

BACKGROUND:

Mr. Wayne Bishop has submitted application for a Small Scale Future Land Map amendment for the property with the Parcel ID # 08-3N-24-2380-0063-00100 from Medium Density Residential to High Density Residential. The parcel is 3.18 acres and is located north of West Seventh Street and east of Oxford Street.

Attached is the analysis of the requested amendment.

A Public Hearing on the Future Land Use Amendment was held on July 12, 2022. A motion was made to recommend approval of the Ordinance to amend the Future Land Use for the property from Medium Density Residential to High Density Residential. The vote was a tie with 2 aye votes and 2 nay votes. After the vote, a motion was made to table the item to the August 9th Planning and Zoning Board meeting.

FINANCIAL IMPACT:

None, the applicant is required to pay all application, advertising, and review fees.

RECOMMENDATION:

Staff recommends the Planning and Zoning Board recommend to the Town Council the adoption of Ordinance 2022-03 to amend the Future Land Use Map from Medium Density Residential to High Density Residential for the property with the Parcel ID # 08-3N-24-2380-0063-00100.



AGENDA ITEM REPORT

STAFF REPORT AND RECOMMENDATIONS FOR FLUM AMENDMENT #20220603

1. Owner / Applicant Information:
Wayne Bishop
15977 County Road 108
Hilliard, Florida 32046

2. Property Information
Parcel ID # Address: Oxford Street
Current Future Land Use Map Designation: Medium Density Residential (MDR)
Current Zoning: R-3
Proposed Future Land Use Map Designation: High Density Residential (HDR)
Acres: approximately 3.18 acres

3. Description: The property is zoned R-3 and is currently vacant. The table below summarizes the Future Land Use Map Designation, zoning and existing use for the adjacent parcels.

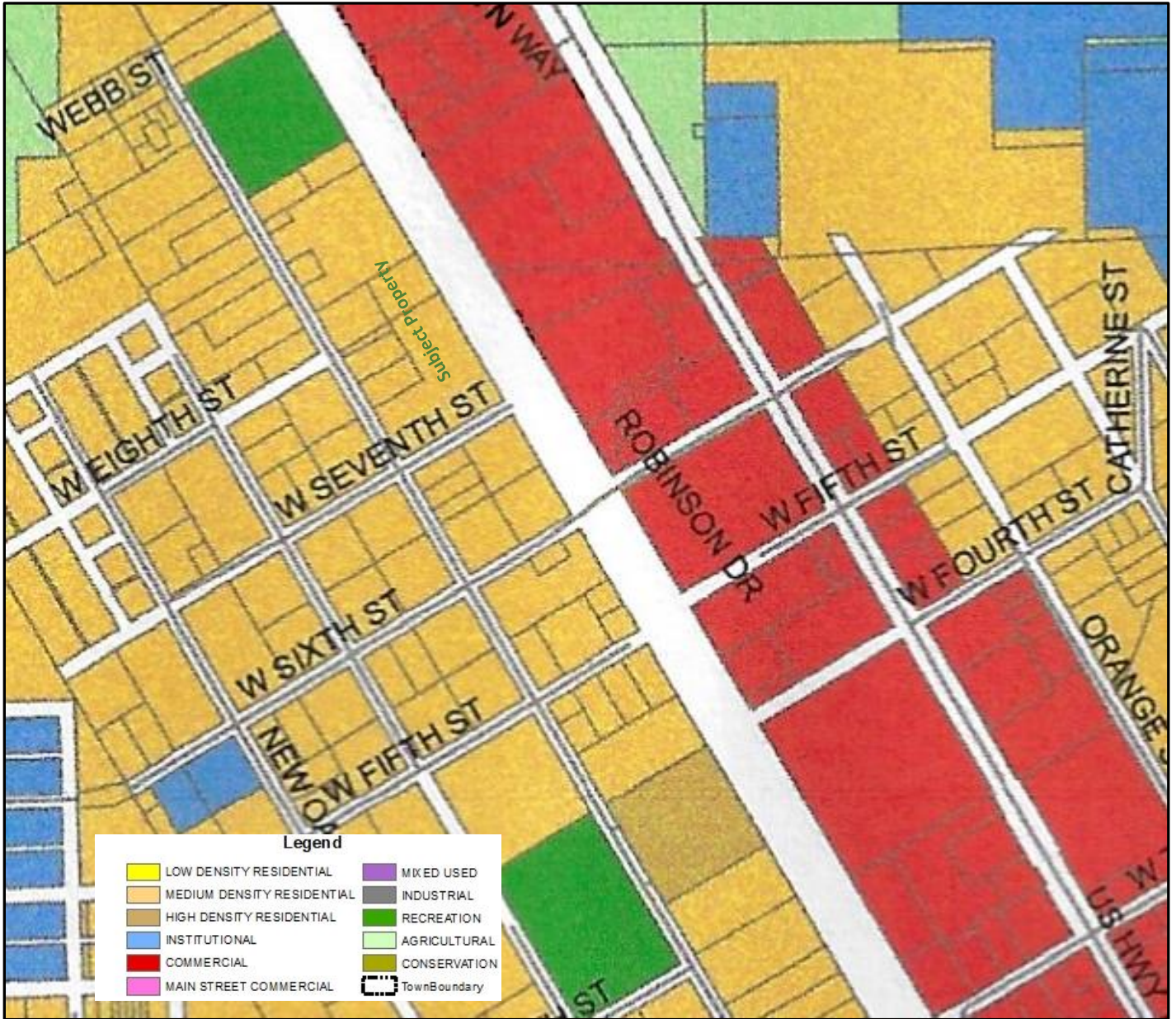
	Current FLUM	Current Zoning	Existing Use
North	Medium Density Residential (MDR)	R-3	Vacant
South	Medium Density Residential (MDR)	R-3	Single Family Residential
East	Commercial (COM)	C-1	Single Family Residential
West	Medium Density Residential (MDR)	R-3	Vacant

Parcel Map

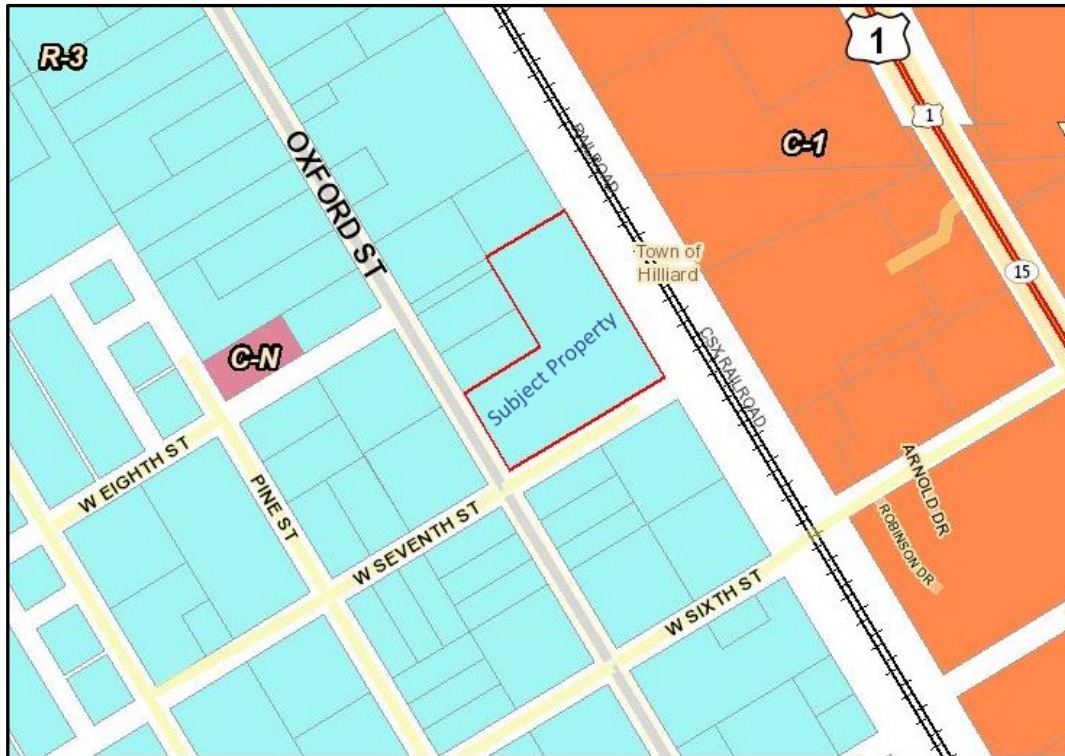
08-3N-24-2380-0063-0010



Future Land Use Map



Existing Zoning



Consistent with Comprehensive Plan Policies – The proposed Future Land Use Map amendment is consistent with the Goals, Objectives, and Policies of the Hilliard Comprehensive Plan. The increased density will not be incompatible with the surrounding development. It will create a buffer from the commercial development to the east of the subject property and the residential development west of the subject property.

Availability of Services – Water and sewer service have capacity to serve this development. Oxford Street and West Seventh Street provide access to the property,

Land Suitability – The soils for the property are suitable for development. There are no wetlands located on the site. The property is not in the 100 year flood zone.

ORDINANCE NO. 2022-03

AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, AMENDING THE HILLIARD COMPREHENSIVE PLAN, FUTURE LAND USE MAP DESIGNATION OF THAT CERTAIN PROPERTY CONSISTING OF 3.1 ACRES, MORE OR LESS LOCATED ON THE NORTHEAST CORNER OF WEST SEVENTH STREET AND OXFORD STREET, HILLIARD, FL, NASSAU COUNTY PARCEL #08-3N-24-2380-0063-0010, FROM MEDIUM DENSITY RESIDENTIAL TO HIGH DENSITY RESIDENTIAL; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of that parcel of land, consisting of 3.1 acres more or less located on the northeast corner of West Seventh Street and Oxford Street, Hilliard, Florida, Parcel #08-3N-24-2380-0063-0010, has applied for an amendment to the Future Land Use Map, Medium Density Residential to High Density Residential Designation; and

WHEREAS, the property in question is currently classified as Medium Density Residential; and

WHEREAS, the Planning & Zoning Board recommended approval of the future land use designation change from Medium Density Residential to High Density Residential, at their July 12, 2022, regular meeting; and

NOW THEREFORE, BE IT ENACTED BY THE TOWN OF HILLIARD, FLORIDA, THAT:

SECTION 1. PROPERTY INVOLVED. The property in question for this Future Land Use Map amendment consists of 3.1 acres more or less located on the northeast corner of West Seventh Street and Oxford Street, Hilliard, FL, Parcel #08-3N-24-2380-0063-0010, has applied for an amendment to the Future Land Use Map, Medium Density Residential to High Density Residential Designation.

SECTION 2. LAND USE AMENDMENT. Upon review of the entire file, the future land use of said property is hereby classified High Density Residential, and the Future Land Use Map shall be amended to reflect this change in land use classification.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause, phrase of this Ordinance, or the application thereof, shall be held invalid by any court, administrative agency or other body with appropriate jurisdiction, the remaining sections, subsections, sentences, clauses and phrases under application shall not be affected thereby.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect immediately upon final adoption.

ADOPTED this ____ day of _____, _____, by the Hilliard Town Council.

John P. Beasley
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

Floyd L. Vanzant
Mayor

P&Z Publication: June 22, 2022
P&Z Public Hearing: July 12, 2022
TC 1st Publication:
TC 1st Public Hearing:
TC 2nd Publication:
TC 2nd Public Hearing:



FOR OFFICE USE ONLY

ITEM-5

P Z File # 20220603
 Application Fee: \$ 1000.00 pdl ck # 275 (A#)
 Filing Date: 20220603 Acceptance Date: 6/3/22
 Review Date: P & Z _____ TC _____

Small Scale Future Land Use Map Amendment Application

A. PROJECT

- Project Name: Oxford St
- Address of Subject Property: Oxford St + W 7TH St
- Parcel ID Number(s): 08-3N-24-2380-0063-0010
- Existing Use of Property: Vacant
- Future Land Use Map Designation: Medium Density
- Existing Zoning Designation: R-3
- Proposed Future Land Use Map Designation: High Density
- Acreage (must be 10 acres or less): 3.18

B. APPLICANT

- Applicant's Status Owner (title holder) Agent
- Name of Applicant(s) or Contact Person(s): Wayne Bishop Title: Owner
 Company (if applicable): _____
 Mailing address: 15977 CR 108
 City: Hilliard State: FL ZIP: 32046
 Telephone: (904) 483-6440 FAX: () _____ e-mail: WBCbuilder@gmail.com
- If the applicant is agent for the property owner*
 Name of Owner (title holder): _____
 Mailing address: _____
 City: _____ State: _____ ZIP: _____
 Telephone: () _____ FAX: () _____ e-mail: _____

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

C. ATTACHMENTS

1. Statement of proposed change, including a map showing the proposed Future Land Use Map change and Future Land Use Map designations on surrounding properties
2. A map showing the zoning designations on surrounding properties
3. A current aerial map (Maybe obtained from the Nassau County Property Appraiser.)
4. Plat of the property (Maybe obtained from the Nassau County Property Appraiser.)
5. Legal description with tax parcel number.
6. Boundary survey
7. Warranty Deed or the other proof of ownership
8. Fee.
 - a. \$1,000
 - b. All applicants must pay the cost of postage, signs, advertisements, and the fee for any outside consultants.

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees necessary for technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any action of any kind on the development application.

All 8 attachments are required for a complete application. A completeness review of the application will be conducted within fourteen (14) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

[Handwritten Signature]

Signature of Applicant

David Bishop Jr Owner

Typed or printed name and title of applicant

June 3, 2022

Date

Signature of Co-applicant

Typed or printed name of co-applicant

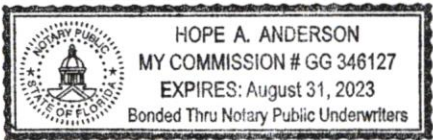
Date

State of Florida County of NASSAU

The foregoing application is acknowledged before me this 3 day of June, 2022 by DAVID

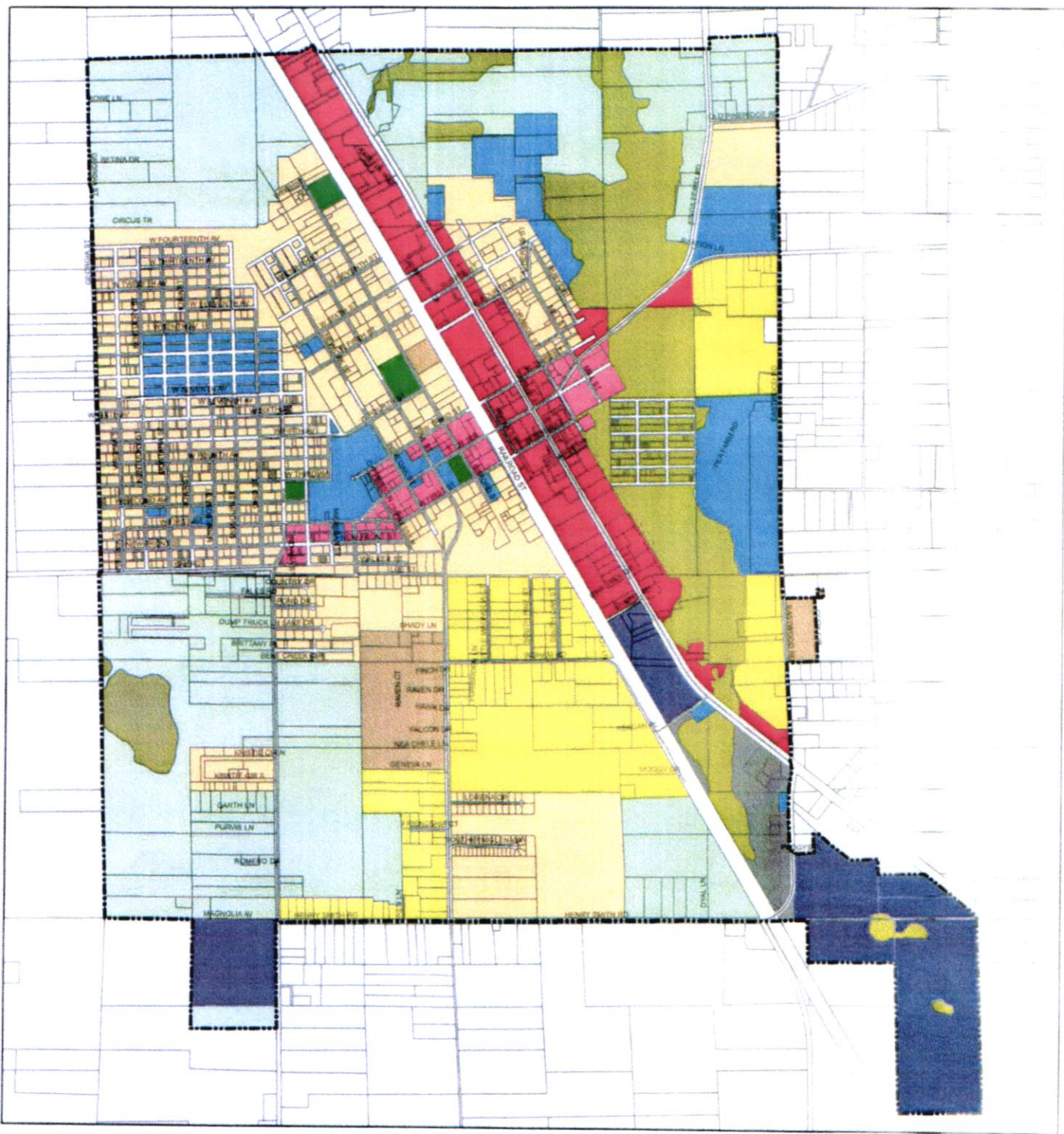
Bishop Jr, who is/are personally known to me, or who has/have produced DIVER License as identification.

NOTARY SEAL



[Handwritten Signature]

Signature of Notary Public, State of Florida

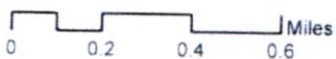


Future Land Use

Town of Hilliard

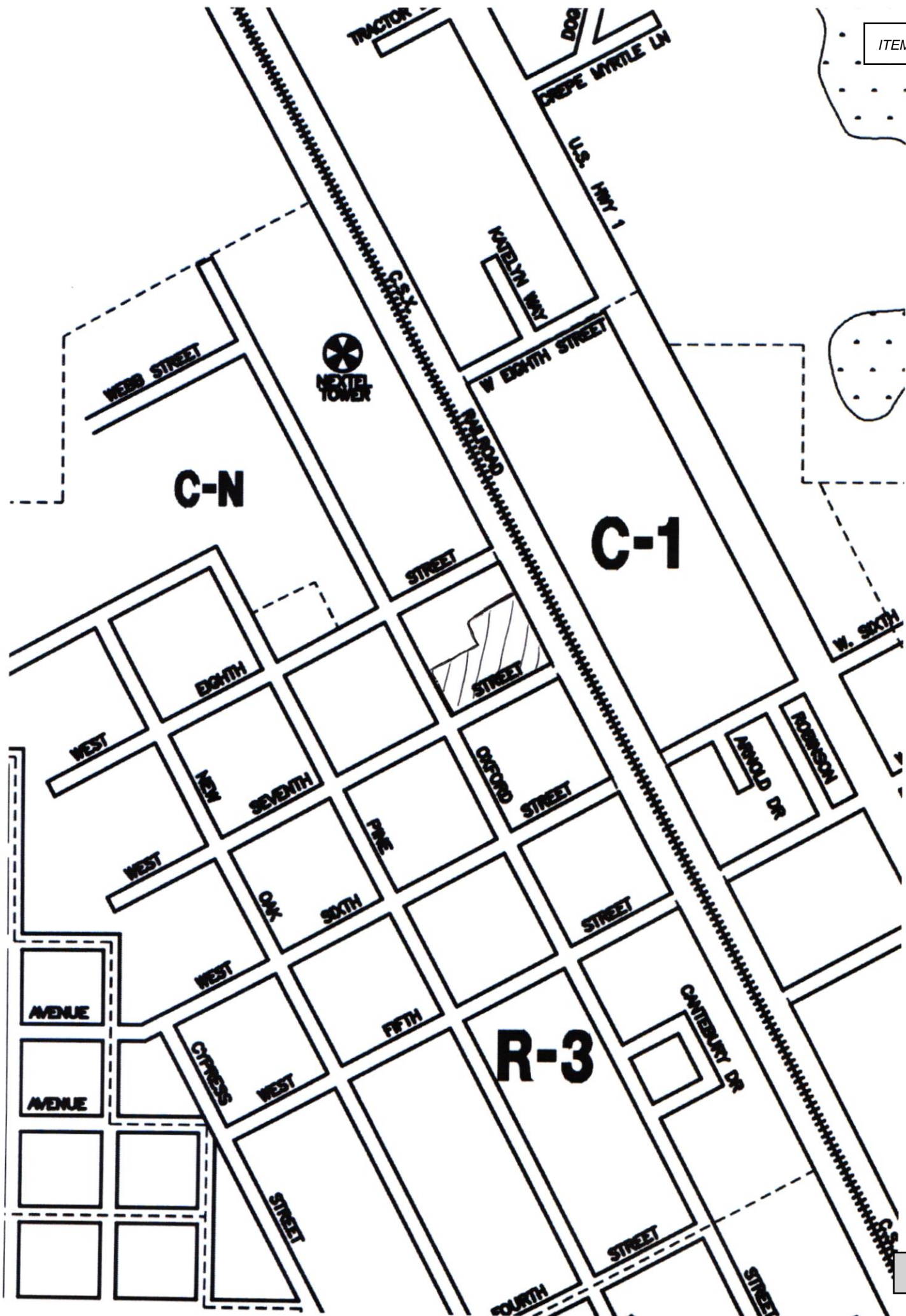
Legend

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- INSTITUTIONAL
- COMMERCIAL
- MAIN STREET COMMERCIAL
- MIXED USED
- INDUSTRIAL
- RECREATION
- AGRICULTURAL
- CONSERVATION
- TownBoundary



FLEET & ASSOCIATES
ARCHITECTS/PLANNERS, INC

2/23/2021



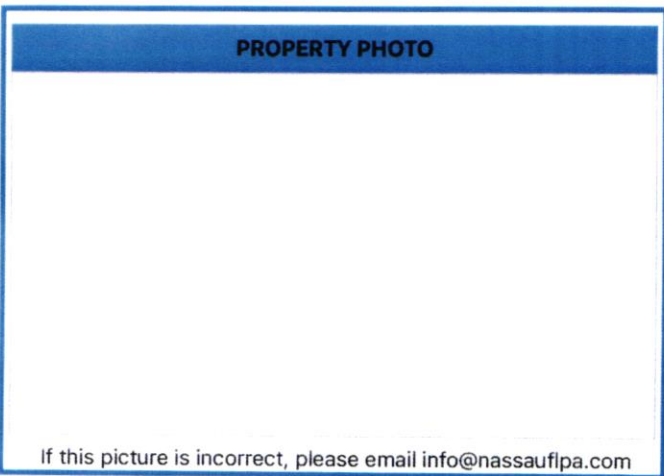
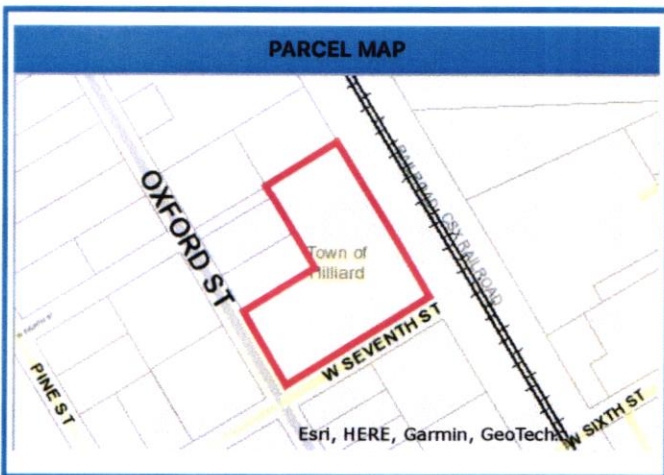
A. Michael Hickox, CFA
Cert. Res. RD1941

NASSAU COUNTY
PROPERTY APPRAISER

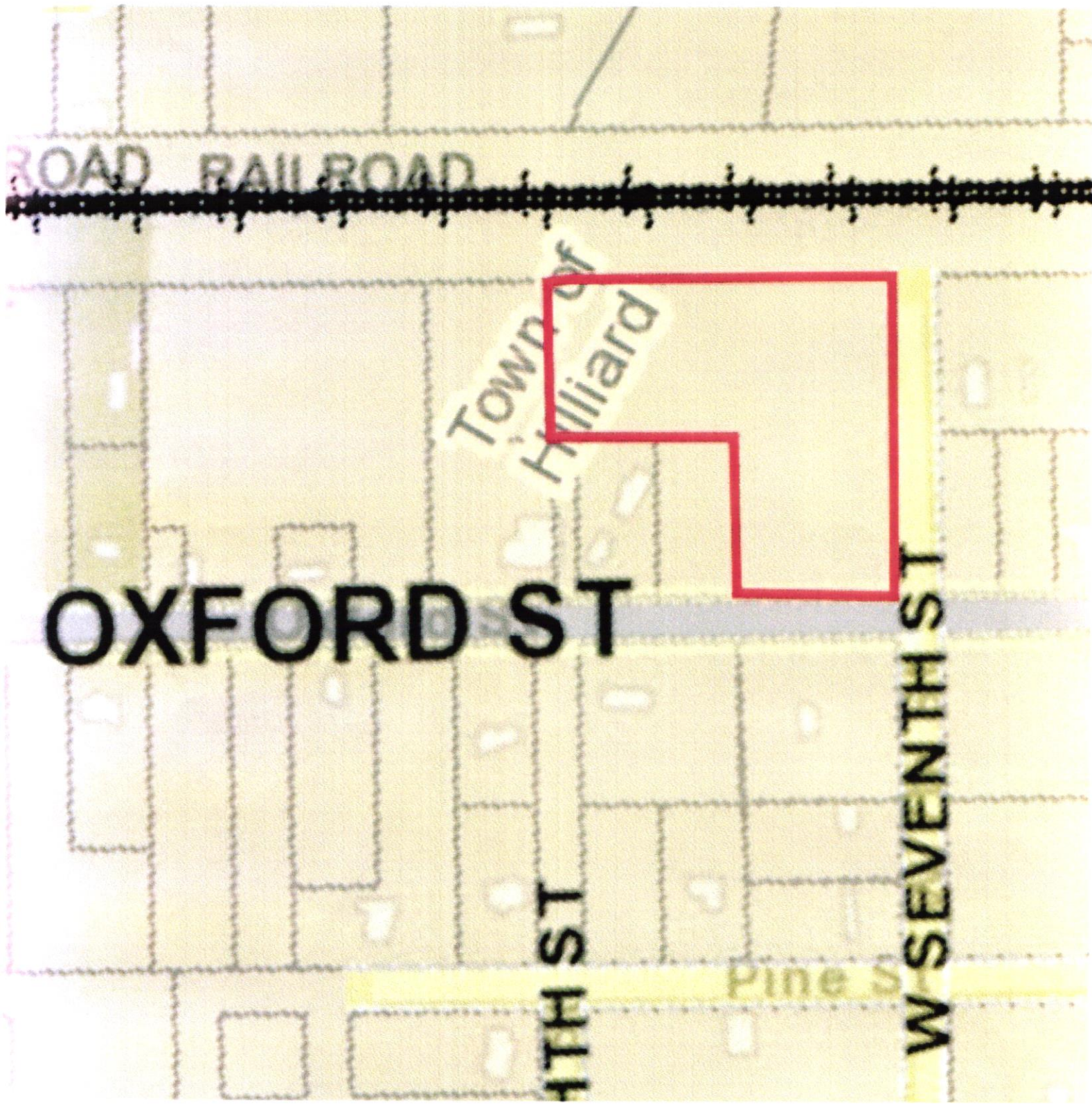
PROPERTY INFORMATION	
Parcel Number	08-3N-24-2380-0063-0010
Owner Name	BISHOP DAVID W JR & CALLIE KAY
Mailing Address	15977 CR 108
	HILLIARD, FL 32046
Location	OXFORD ST
Address	HILLIARD 32046
Tax District	HILLIARD
Milage	16.1525
Homestead	No
Property Usage	TIMBER 2-1 005401
Deed Acres	0
Short Legal	BLOCK 63 LOTS 1 2 4 & PT CLD R/W ORD 2007-03 IN OR 2556/1996

2021 Certified Values	
Land Value	\$38,160
(+) Improved Value	\$0
(=) Market Value	\$38,160
(-) Agricultural Classification	\$36,157
(-) SOH or Non-Hx* Capped Savings	\$0
(=) Assessed Value	\$2,003
(-) Homestead	\$0
(-) Additional Exemptions	\$0
(=) School Taxable Value	\$2,003
(-) Non-School HX & Other Exempt Value	\$0
(=) County Taxable Value	\$2,003

Note - *10% Cap does not apply to School Taxable Value







Statement of Proposed Change:

Requesting to change from Medium Density to High Density for Multifamily Dwelling Units

AFTER RECORDING RETURN TO:
Meridian Title Corporation
405 S. Second Street
Elkhart, IN 46516
File No. 21-49353

This document prepared by:
Heather Mayer, Esq.
8940 Main Street
Clarence, NY 14031
866-333-3081

Tax ID No.: 08-3N-24-2380-0063-0010

WARRANTY DEED

STATE OF FLORIDA
COUNTY OF NASSAU

THIS DEED made and entered into on this 19 day of April, 2022, by and between **First Coast, Inc.**, located at 96235 Glenwood Road, Yulee, FL 32097 hereinafter referred to as Grantor(s) and **David W. Bishop Jr. and Callie Kay Bishop, husband and wife**, residing at 15977 County Road 108, Hilliard, FL 32046, hereinafter referred to as Grantee(s).

WITNESSETH: That the said Grantor(s), for and in consideration of the sum of One Hundred Forty Five Thousand and 00/100 Dollars (\$145,000.00), cash in hand paid, the receipt of which is hereby acknowledged, have this day given, granted, bargained, sold, conveyed and confirmed and do by these presents give, grant, bargain, sell, convey and confirm unto the said Grantee(s) the following described real estate located in Nassau County, Florida:

Lots One (1), Two (2) and Four (4) of Block Sixty-three (63), Town of Hilliard, Nassau County, Florida.

And 210' X 30' of Eighth Street from the West Right of Way line of Oxford Street to the railroad property line adjoining

Prior instrument reference: Book 2244, Page 1373, Recorded: 12/20/2018

This conveyance is subject to easements, covenants, conditions, restrictions, reservations, and limitations of record, if any.

TO HAVE AND TO HOLD the lot or parcel above described together with all and singular the rights, privileges, tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining unto the said Grantee and unto the heirs, administrators, successors or assigns, of the Grantee, forever in fee simple.


GRANTOR(S) hereby covenant with and represent unto the said Grantee(s) and unto her/his/their successors or assigns, that he/she/they is/are lawfully seized in fee simple of the lot or parcel of land above described; that the same is free from all liens and encumbrances except ad valorem taxes for the current tax year and subsequent years, restrictions, restrictive covenants and easements of record, if any;

that he/she/they has/have a good and lawful right to sell and convey the same as aforesaid and that he/she/they will forever warrant and defend the title to same unto the said Grantee(s) and unto his/her/their successors or assigns, except as to said taxes, restrictions, restrictive covenants and easements of record, if any.


This is not the homestead property of the Grantor or his/her spouse.

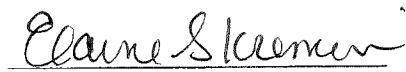
IN WITNESS WHEREOF, the said Grantor(s) has/have hereunto set his/her/their hand(s) and seal(s) on this 19 day of April, 2022.

First Coast, Inc.


NAME: Robert E. Moneyhan
TITLE: President

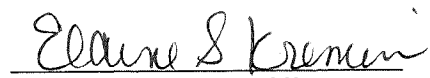
Signed, sealed and delivered in the presence of:
Witnesses:


Signature
Print Name: Nicole Beams


Signature
Print Name: Elaine G. Kremin

STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me by means of physical presence or on-line notarization, this 19 day of April, 2022 by Robert E. Moneyhan as President of **First Coast, Inc.** He/She/They is/are personally known to me or who has produced Driver's License (type of identification) as identification.


Signature of Notary Public
Print Name: Elaine G. Kremin
My commission expires: 01/29/2023

ELAINE G. KREMIN
Notary Public, State of Florida
My Comm. Expires 01/29/2023
Commission No. GG284605



AGENDA ITEM REPORT TOWN OF HILLIARD, FLORIDA

TO: Planning & Zoning Board Regular Meeting Meeting Date: August 9, 2022

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

SUBJECT: Planning & Zoning Board approval of Site Clearing/Site Work Application
#20220714
Property Owner – Walter and Brook Doser
Parcel ID No. 08-3N-24-2440-0002-0000

BACKGROUND:

Mr. Doser has submitted a Site Clearing/Site Work application to add fill to level off his property located at 37021 Lee Street. The Parcel ID No. 08-3N-24-2440-0002-0000. There does not appear to have any wetlands on the property.

According to Section 62-357 of the Town Code,
“No excavation or filling for purposes other than the construction of a driveway, walk, swimming pool, a permitted wall or building or part thereof, or accessory thereto, or to remove topsoil from one part of the lands of an owner to another part of the same premises, when such removal is necessary as an accessory use or is for the purpose of farming or improving such property, shall be made unless permission is granted by the planning and zoning board and any necessary state permits are secured, if applicable.”

FINANCIAL IMPACT:

None, the applicant is required to pay all application, advertising, and review fees.

RECOMMENDATION:

Staff recommends the Planning and Zoning Board approve the Site Clearing/Site Work Application # 20220714, with the following conditions:

1. All fill and clearing activities be completed within 90 days of the approval. This application is deemed expired if fill and clearing activities are not completed in the 90 day period. The applicant will need to reapply after 90 days.
2. The property shall be seeded, and hay placed on the lots to prevent erosion.
3. No dirt can impede onto surrounding landowners.
4. The fill cannot exceed 6 inches from existing grade.
5. No activity can occur in the wetlands.

Highlighted areas not provided as of 7-12-2022



FOR OFFICE USE ONLY

ITEM-6

File # 20220714
Application Fee: \$100 cash
Filing Date: 7/14/22 Acceptance Date: _____

Town of Hilliard Site Clearing/Site Work Application

A. PROJECT

1. Project Name: none
2. Address of Subject Property: 37021 Lee St Hilliard FL 32046
3. Parcel ID Number(s): _____
4. Existing Use of Property: Home
5. Zoning Designation: _____
6. Description of Work: Fill in holes
7. Acreage of Parcel: 1

B. Owner

1. Name of Owner(s) or Contact Person(s): Brooke Doser Title: _____
Company (if applicable): None
Mailing address: 37021 Lee St
City: Hilliard State: FL ZIP: 32046
Telephone: (904) 625 6087 FAX: () e-mail: doserfam1@yahoo.com

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

D. ATTACHMENTS (One copy plus one copy in PDF format)

1. **Site Plan** and Survey including but not limited to:
 - a. Name, location, owner, and designer of the proposed development.
 - b. Vicinity map - indicating general location of the site and all abutting streets and properties.
 - e. Statement of Proposed Work.
2. Legal description with tax parcel number.
3. Warranty Deed or other proof of ownership.
4. Permit or Letter of Exemption from the St. Johns River Water Management District.

5. Fee.

a. \$100 plus \$20 per acre:

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees necessary for technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any action of any kind on the development application.

All 5 attachments are required for a complete application. A completeness review of the application will be conducted within fourteen (14) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

B. Doser
Signature of Applicant

Signature of Co-applicant

Brooke Doser
Typed or printed name and title of applicant

Typed or printed name of co-applicant

7-7-22
Date

Date

State of Florida County of Nassau

The foregoing application is acknowledged before me this 7th day of July, 2022 by Brooke

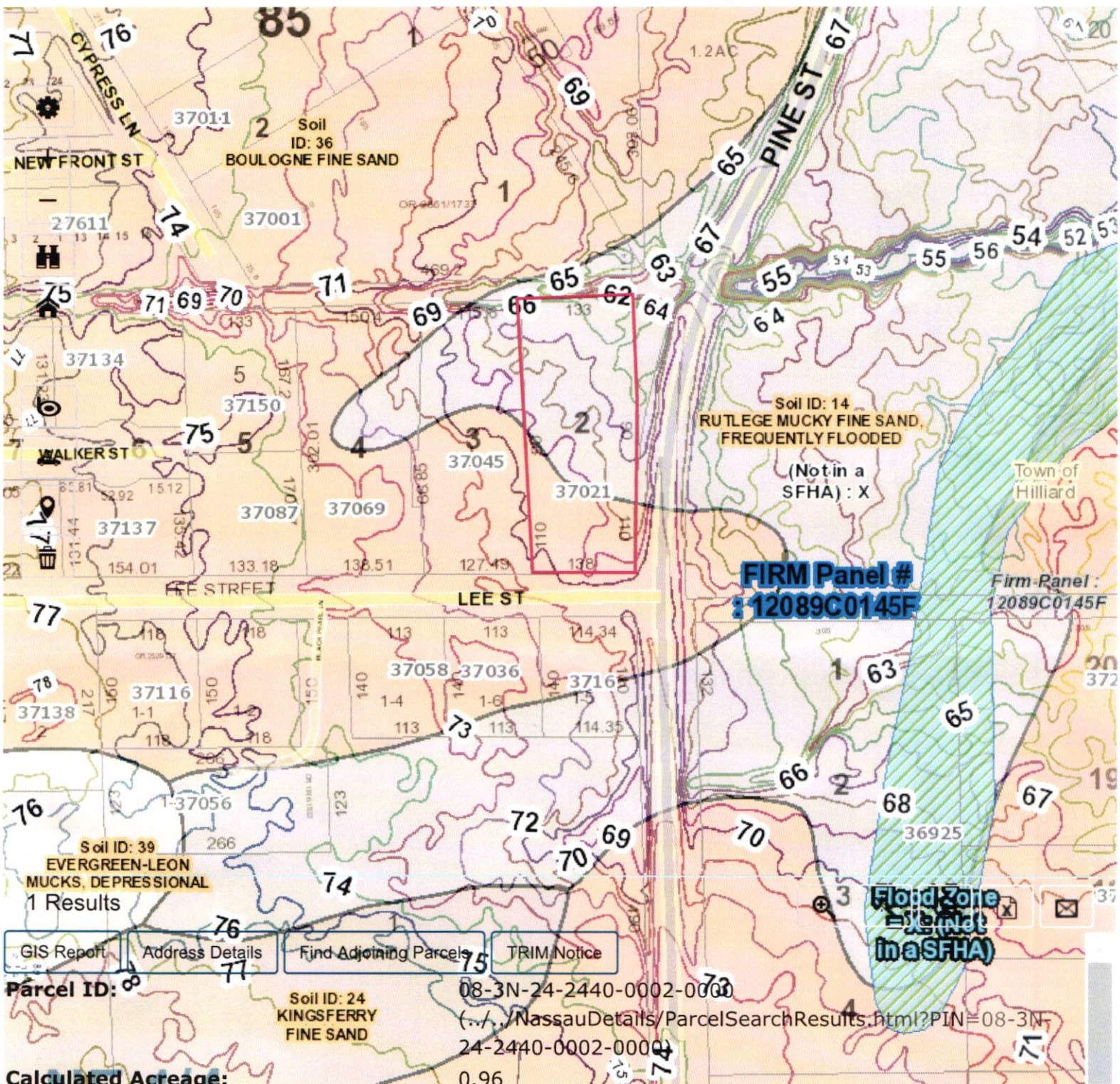
Doser, who is/are personally known to me, or who has/have produced _____
as identification.

NOTARY SEAL

Deanna Lou Smith



Signature of Notary Public, State of Florida



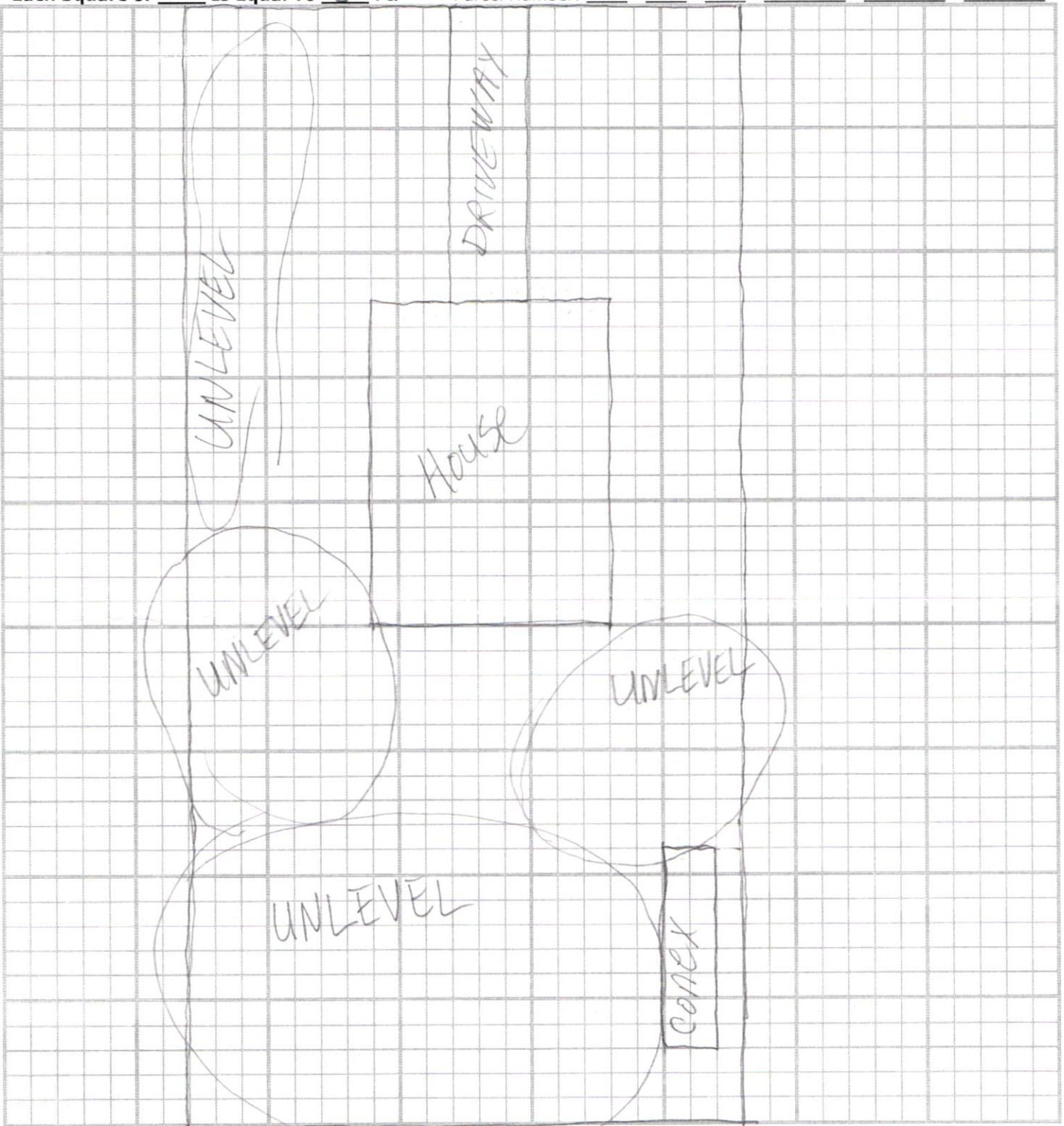
Parcel ID:	08-3N-24-2440-0002-0003
Calculated Acreage:	0.96
Deed Acreage:	0
Property Use	SINGLE FAM
Ownership Information	
Name	DOSER WALTER J JR & BROOKE S
Mailing Address	37021 LEE STREET HILLIARD, FL 32046

Submitted to office 7-14-2022 JHM

ITEM-6

SITE PLAN

Each Square or 5 Is Equal To 5 Ft. Parcel Number: - - - - -



Property Owner: Walter Doser

Address: 37021 Leest

Name of Preparer (if different than above): _____ Zoning: _____

THIS PLOT IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE:

(Signature of Applicant or Agent) Walter Doser

DATE: 7-13-2022



AGENDA ITEM REPORT TOWN OF HILLIARD, FLORIDA

TO: Planning and Zoning Regular Meeting Meeting Date: August 9, 2022

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

SUBJECT: Planning and Zoning Board Recommendation for a New Board Member to Replace Dallis Hunter

BACKGROUND: On August 1, 2022, Board Member Hunter submitted his resignation from the Planning and Zoning Board. The Town is expected to accept his resignation at their August 4th Council meeting.

FINANCIAL IMPACT: None

RECOMMENDATION: Provide the Town Council a recommendation for a Planning and Zoning Board member to replace Mr. Hunter for the remainder of his term.

Dallis Hunter
361770 Pine Street
Hilliard, FL 32046

RECEIVED
AUG - 1 2022
TOWN OF HILLIARD

August 1, 2022

Lisa Purvis
Hilliard Town Clerk
15859 County Road 108
Hilliard, FL 32046

To Whom it May Concern,

I am writing to formally resign my position on the Town of Hilliard Zoning Board effectively immediately. It has been a wonderful opportunity and experience. I am planning on running for Town Council in the next election so I look forward to continuing to serve in a different capacity.

Sincerely,



Dallis Hunter

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

PLANNING AND ZONING ATTORNEY

Mary Norberg

MINUTES

TUESDAY, JULY 12, 2022, 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 Dallis Hunter (via TEAMS from 7:00 p.m. until 7:15 p.m. due to technical error)
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 Public Hearing on Ordinance No. 2022-03.
An Ordinance amending the Hilliard Future Land Use Map Designation of the property located on the Northeast Corner of West Seventh Street and Oxford Street from Medium Density Residential to High Density Residential; Providing for Severability; and providing for an effective date.

Janis Fleet, AICP - Land Use Administrator

Disclosure of Ex Parte Communication

Planning and Zoning Board Vice Chair Frey states he met with Mr. Bishop at the property to discuss what Mr. Bishop wanted to do on the property. Vice Chair

Frey states Mr. Bishop stated he wanted to put up apartments and build more dwelling units to keep the cost cheaper for renters versus building a few dwelling units. Mr. Bishop states he wants a FLUM Amendment to go from Medium Density to High Density.

Open Public Hearing

Land Use Administrator Janis Fleet reads the staff report and states that the staff is recommending approval.

Call for Public Comment

Dominic Webb, 37188 West Seventh Street, Hilliard, states he is against the density change and states it will raise property taxes.

Kevin Webb, 361896 Pine Street, Hilliard, states he is against the density change.

Beverly McNair, 2920 Ribault Circle, Jacksonville, Florida, states she is seeking information on the matter. She further states she is representing family owned property at 37772 Oxford Street that is currently being used as rental property.

David Bishop, 15977 CR 108, Hilliard, explains the project and states the more dwelling units he can build, the lower he can keep the rent. He is requesting High Density so he can build 36 to 38 units. He states if approved, he will proceed next with the Site Plan that shows the layout of buildings on the site, drainage, access, and other development related issues.

Tawana Webb, 361896, Hilliard, asks about the impact to schools.

Kevin Webb, 361896, Hilliard, asks what is meant by affordable housing.

David Bishop, 15977 CR 108, Hilliard, states the more dwelling units he can build, the less the rent should be. He is trying to keep the prices as affordable as possible.

Close Public Hearing on Ordinance 2022-03 at 7:21 p.m.

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

Voting Yea: 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

Following discussion by the Planning and Zoning Board, motion is made to recommend approval.

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

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

Voting Nay: Planning and Zoning Board Member Reed, Planning and Zoning Board Member Prather

Following discussion by the Planning and Zoning Board, due to Planning and Zoning Board Chair Hunter not being able to rejoin the meeting via TEAMS to cast his vote, motion is made to table item until the August 9, 2022, Public Hearing and Regular Meeting at 7:00 p.m.

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

Voting Yea: 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 Public Hearing on Ordinance No. 2022-04.
An Ordinance rezoning the property located at Northwest Corner of the U.S Highway 1 and County Road 108 from C-1, Commercial to PUD, Planned Unit Development; Providing for severability, repealer, and setting an effective date.
Janis Fleet, AICP - Land Use Administrator

Disclosure of Ex Parte Communication

Land Use Administrator Janis Fleet states that the applicant has requested that this item be deferred to the August 9, 2022, Public Hearing and Regular Meeting.

Open Public Hearing
Call for Public Comment

No public wish to address the Board.

Motion made to continue the Public Hearing to the August 9, 2022, Public Hearing and Regular Meeting.

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

Voting Yea: 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-3 Additions/Deletions to Agenda

No additions or deletions to the agenda.

ITEM-4 Planning and Zoning Board approval of the Minutes from the June 14, 2022, Regular Meeting.

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

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

ADDITIONAL COMMENTS**PUBLIC**

No public wish to address the Board.

BOARD MEMBERS

No comment from the Board.

LAND USE ADMINISTRATOR

Land Use Administrator Janis Fleet reminds the Board about the two upcoming Joint Workshops on Thursday, July 14, 2022, and Monday, July 18, 2022, both at 6:00 p.m. She states that if any of the Board would like to be included on TEAMS, to email Town Clerk Lisa Purvis.

Land Use Administrator Janis Fleet also states the following:

- PUD requirements of 10 acres Residential and 5 acres Commercial from the old LDRs is recommended for removal in the new LDRs.
- She has discovered that there are areas in the Town that do not have sufficient infrastructure.
- That the 3 lots versus 4 lots in the R-2 Zoning, that the Variances need to be consistent, and the staff is working on mapping.
- The Relators from Siren Lane had a staff meeting with her and wanted to file a Variance, but she advised they did not qualify for a Variance.

PLANNING AND ZONING ATTORNEY

No comment.

ADJOURNMENT

Town Clerk Lisa Purvis reminds the Board of the Joint Workshop scheduled for Vacating Alleyways on August 4, 2022, at 6:00 p.m.

Motion to adjourn at 7:41 p.m.

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

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

Approved this 9th day of August 2022, by the Hilliard Planning & Zoning Board, Hilliard, Florida.

Skip Frey, Vice Chair
Hilliard Planning & Zoning Board