

HILLIARD PLANNING AND ZONING BOARD MEETING

Hilliard Town Hall / Council Chambers
15859 West County Road 108
Post Office Box 249
Hilliard, FL 32046

BOARD MEMBERS

Wendy Prather, Chair
Glenn Higginbotham, Vice Chair
Josetta Lawson
Charles A. Reed
Harold "Skip" Frey

LAND USE ADMINISTRATOR

Janis Fleet, AICP

TOWN ATTORNEY

Christian Waugh

Minutes

Tuesday, February 4, 2020 at 7:00 PM

Call to Order

Prayer and Pledge of Allegiance

Roll Call

PRESENT

Board Chair Wendy Prather
Board Vice Chair Glenn Higginbotham
Board Member Josetta Lawson
Board Member Harold "Skip" Frey
Board Member Charles A. Reed

REGULAR MEETING

ITEM-1 Additions/Deletions to the Agenda

No Additions/Deletions to the Agenda.

MINUTES

ITEM-2 01/07/2020 – Public Hearing & Regular Meeting

Motion made by Board Vice Chair Higginbotham, Seconded by Board Member Lawson.
Voting Yea: Board Vice Chair Higginbotham, Board Member Lawson, Board Member Frey and Board Chair Prather.

PLANNING & ZONING BOARD

ITEM-3 Minor Subdivision – Lot Reconfiguration – Request by the Pickett, et al, Property Owners

Land Use Administrator Fleet presented the staff report for the request with the following conditions:

1. The applicant shall record the lot split with the Clerk of the Court and provide the Town evidence of the recordation.
2. The applicant shall obtain real estate parcel numbers for each parcel from the Property Appraiser and provide those real estate parcel numbers to the Town.
3. The applicant shall apply for a site clearing/site development permit to develop the private road.
4. No clearing or development can occur on the property included on the survey without obtaining the appropriate permits.

Motion to recommend to the Town Council to approve Lot split with the conditions in the Staff Report.

Motion made by Board Vice-Chair Higginbotham, Seconded by Board Member Lawson.
Voting Yea: Board Vice Chair Higginbotham, Board Member Lawson, Board Member Reed, Board Member Frey and Board Chair Prather.

ITEM-4 Approval of Private Road – Request by the Pickett, et al, Property Owners.

Land Use Administrator Fleet presented the staff report for the request with the following conditions:

1. The applicant shall apply for a site clearing/site development permit to develop the private road.

Motion to recommend to the Town Council to approve the private drive with compliance with the conditions in the Staff Report.

Motion made by Board Vice-Chair Higginbotham, Seconded by Board Member Frey.
Voting Yea: Board Vice Chair Higginbotham, Board Member Lawson, Board Member Reed, Board Member Frey and Board Chair Prather.

ITEM-5 Ordinance No. 2019-12 – Amending Chapter 62 Section 62-361 Zoning & Land Development Regulations Code

AN ORDINANCE AMENDING CHAPTER 62 ZONING AND LAND DEVELOPMENT REGULATIONS OF THE HILLIARD TOWN CODE; AMENDING SECTION 62-361 - PONDS AND BORROW PITS; AND PROVIDING FOR AN EFFECTIVE DATE

Land Use Administrator Fleet reads staff report. She states that the Town Council is concerned about requiring 2 fences on the property.

The Board had a discussion on the issue with no recommendations.

PUBLIC COMMENTS:

None.

BOARD MEMBERS CLOSING COMMENTS:

Board Chair Wendy Prather – None.
Board Vice Chair Glenn Higginbotham – None.
Board Member Josetta Lawson – None.
Board Member Charles A. Reed – None.
Board Member Harold “Skip” Frey – None.

LAND USE ADMINSTRATOR:

Land Use Administrator Janis Fleet – None.

LEGAL COMMENTS:

Town Attorney Christian Waugh – None

ADJOURNMENT

There being no additional business, the meeting adjourns at 7:25 p.m.

Approved this 3rd day of March, 2020, by the Hilliard Planning & Zoning Board, Hilliard, Florida.



Wendy Prather
Planning & Zoning Board Chair