

# HILLIARD PLANNING AND ZONING BOARD MEETING

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

## BOARD MEMBERS

Wendy Prather, Chair  
Charles A. Reed, Vice Chair  
Josetta Lawson  
Harold "Skip" Frey  
Dallis Hunter

## LAND USE ADMINISTRATOR

Janis Fleet, AICP

## TOWN ATTORNEY

Christian Waugh

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## Minutes

Tuesday, June 2, 2020 at 7:00 PM

### Call to Order

Prayer and Pledge of Allegiance  
Roll Call

### PRESENT

Board Chair Wendy Prather  
Board Vice Chair Charles Reed  
Board Member Harold "Skip" Frey  
Board Member Dallis Hunter

### ABSENT

Board Member Josetta Lawson

### REGULAR MEETING

**ITEM-1** Additions/Deletions to the Agenda

No Additions/Deletions to the Agenda.

### MINUTES

**ITEM-2** 05/05/2020 – Regular Meeting

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

Voting Yea: Board Member Frey, Vice Chair Reed, Board Member Hunter and Board Chair Prather.

Absent: Board member Lawson.

### PLANNING & ZONING BOARD

**ITEM-3** Site Clearing/Site Work Permit No. 20200518 – Johnny Slayton

#### SITE CLEARING/SITE WORK PERMIT APPROVAL FOR JOHNNY SLAYTON FOR PROPERTY LOCATED AT 3759 WEST FIFTH STREET.

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

1. All fill and clearing activities be completed within 90 days of the approval.
2. The lot 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 2 feet over current grade.

Board Chair Prather likes the application process that creates a paper trail. Board Member Frey asks who follows up that the conditions are being followed. Land Use Administrator Fleet responds that Code Enforcement assures that conditions are met. Board Member Frey requests a condition be added to verify before and after grades.

Motion to approve the clearing and filling of 3759 West Fifth Street, with compliance with the following 5 conditions:

1. All fill and clearing activities be completed within 90 days of the approval.
2. The lot 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 2 feet over current grade.
5. The property owner must verify grades of the before and after grades of the area filled.

Motion made by Board Member Frey, Seconded by Board Member Hunter.

Voting Yea: Board Vice Chair Reed, Board Member Hunter, Board Member Frey and Board Chair Prather.

Absent: Board Member Lawson.

#### **ITEM-4** Comprehensive Plan Update – Discussion

Land Use Administrator Fleet presented the staff report and highlighted changes in the draft Comprehensive Plan and Future Land Use Map.

Board Member Frey asked about requiring development to connect to sewer and to construct the infrastructure. Ms. Fleet responds that the requirement could be a policy in the Comprehensive Plan.

Board Chair Prather mentioned the need for safety requirements.

Board Member Hunter asked about the Town's liability if the Town changes the use of property and the change devalues the property. Town Attorney explains the Town's responsibility related to land use changes.

Land Use Administrator Fleet states that there will be a joint workshop with the Town Council on June 29, 2020 to review the Comprehensive Plan and the Planning and Zoning Board will also hold a transmittal public hearing on the proposed Comprehensive Plan at the August or September meeting.

#### **PUBLIC COMMENTS:**

None.

#### **BOARD MEMBERS CLOSING COMMENTS:**

**Board Chair Wendy Prather** – Stated that she will be absent for the July meeting and Vice Chair Charlie Reed will need to chair the meeting.

**Board Vice Chair Charles A. Reed** – None.

**Board Member Harold "Skip" Frey** – None.

**Board Member Josetta Lawson** – Absent.

**Board Member Dallis Hunter** – None.

**LAND USE ADMINSTRATOR:**

**Land Use Administrator Janis Fleet** – Updated the Board on Bobby Franklin's site plan and that the entrance to the apartments will be off US1.

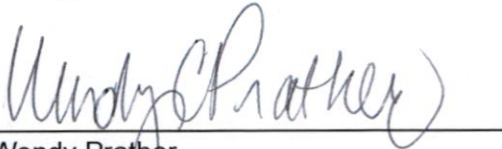
**LEGAL COMMENTS:**

**Town Attorney Christian Waugh** – None.

**ADJOURNMENT**

There being no additional business, the meeting adjourns at 8:02 p.m.

Approved this 7<sup>th</sup> day of July, 2020, by the Hilliard Planning & Zoning Board, Hilliard, Florida.



Wendy Prather  
Planning & Zoning Board Chair