

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 May 4, 2021 at 7:00 PM

Call to Order

Prayer and Pledge of Allegiance

Roll Call

PRESENT

Board Chair Wendy Prather
Board Member Josetta Lawson
Board Member Harold "Skip" Frey
Board Member Dallis Hunter

ABSENT

Board Vice Chair Charles R. Reed

PUBLIC HEARING - NONE

REGULAR MEETING

ITEM-1 Additions/Deletions to the Agenda

None.

MINUTES

ITEM-2 April 6, 2021 – Public Hearing and Regular Meeting

Motion made by Board Member Hunter, Seconded by Board Member Lawson

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

Absent: Vice-Chair Reed.

ITEM-3 PUD Rezoning No. 20210204 – Rezoning A-1 and R-3 to PUD
**REZONING PARCEL #08-3N-24-0000-0001-0000, FROM A-1 and R-3, TO
PUD, PLANNED UNIT DEVELOPMENT TO CREATE THE BAYSIDE PUD**

Chair reads the item and asks the applicant to begin her presentation.
Applicant Francie Greib presents the Bayside Complex PUD PowerPoint presentation. She states the roads that will be paved that there will be a total of 30 lots, each 50' x 115'. Water and sewer lines and fire hydrants will be extended to all the lots. She states the Town's budget has increased in the last 10 years and should have.
Chair Prather states the PowerPoint presentation will be part of the minutes.
Chair Prather reminds the audience that no action will be taken tonight but will allow persons who would like to speak to speak.
Donnie Gamble, 27175 West Twelfth Avenue, states he has concerns about the PUD.
Paul Stevens, 27462 West Eleventh Avenue, states that he is concerned with heavy construction vehicles traveling down narrow, unpaved roads during site clearing, site preparation, and construction. This could disrupt trash pickup and mail delivery.
Mary Lou Humphrey, 36201 Pine Street, asks who be responsible for the drainage and maintaining the retention pond.
Land Use Administrator Fleet states the HOA will be responsible for the maintenance of the drainage and retention ponds.
Ms. Humphrey asked if you could buy a lot and build your own house and Ms. Greib responds that a person would buy a lot and house together.
LeeAnn Wollitz, 37024 South Oak Street, states that the PUD does not allow accessory buildings and if the dwelling units are constructed without a garage, residents will not have any storage. She also stated that the development should be self-contained and not back out on West Fourteenth Avenue.
Land Use Administrator Fleet responded that staff is recommending that all dwelling units be constructed with garages.
No action taken.

PLANNING & ZONING BOARD

ITEM-4 Major Subdivision – 20210310 - Preliminary Plat/ Re-Plat– Ralph Bennett
Parcel #08-3N-24-2380-0064-0040
Parcel #08-3N-24-2380-0064-0030
Parcel #08-3N-24-2380-0064-0020

Land Use Administrator Fleet presented the staff report for Preliminary Plat/ Re-Plat for the Bennett property.
Ralph Bennett, applicant for the project, stated that the dwelling units will be site built.
Motion made to approve the Preliminary Plat/ Re-Plat for Major Subdivision # 20210310 and to proceed with the documentation and surveys required for the final plat.
Motion made by Board Member Hunter, Seconded by Board Member Frey
Voting Yea: Board Member Hunter, Board Member Lawson, Board Member Frey and Chair Prather.
Absent: Vice-Chair Reed.

ITEM-5 Site Clearing/Site Work Permit No. 20210421 – Tim and Iris Campbell

Land Use Administrator Fleet presented the staff report.
Motion made to approve Site Clearing/Site Work Permit No. 20210421 with compliance with the conditions in the staff report.
Motion made by Board Member Frey, Seconded by Board Member Lawson.
Voting Yea: Board Member Hunter, Board Member Lawson, Board Member Frey and Chair Prather.
Absent: Vice Chair Reed.

ITEM-6 Discussion of Land Development Regulations

Land Use Administrator Fleet updated the Board on the status of the Land Development Regulations update. She stated that she discussed with the Town Council to have a joint workshop with the Planning and Zoning Board and the Town Council to gain consensus on major topics. The workshop will take place in July or August. Ms. Fleet stated some of the topics would include mobile homes, accessory structures, lot sizes, grandfathering in single family dwelling units in commercial districts.

PUBLIC COMMENTS:

Anthony Thomas, 27525 Montana Street asks if the Town has ever considered a sidewalk tax.

BOARD MEMBERS CLOSING COMMENTS:

Board Chair Wendy Prather – Stated she was sorry she missed the joint workshop on the Greenbrier PUD. She had just arrived back home after being out of state.

Board Vice Chair Charles A. Reed – Absent

Board Member Josetta Lawson – She was sorry she missed the joint workshop on the Greenbrier PUD. She had to take her son to the ER.

Board Member Dallis Hunter – None.

Board Member Harold “Skip” Frey – None.

LAND USE ADMINSTRATOR:

Land Use Administrator Janis Fleet – Stated she is working with the Town Attorney on an application for road and alley closures. She stated that she appreciates the Board’s support on the appeal on her decision.
She also stated that the moratorium on medical marijuana is expiring and she will be working with the Town Attorney on an ordinance to define medical marijuana dispensing facilities and where they could be located.

LEGAL COMMENTS:

Town Attorney Christian Waugh - Absent

ADJOURNMENT

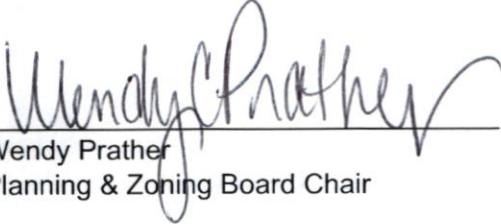
There being no additional business, the meeting adjourns at 8:10 p.m.

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

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

Absent: Vice-Chair Reed.

Approved this 15th day of June, 2021, by the Hilliard Planning & Zoning Board, Hilliard, Florida.



Wendy Prather
Planning & Zoning Board Chair