

# 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 Reed, Vice Chair  
Josetta Lawson  
Harold "Skip" Frey  
Dallis Hunter

## ADMINISTRATIVE STAFF

Janis Fleet, AICP

## TOWN ATTORNEY

Christian Waugh

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## MINUTES

TUESDAY, JUNE 1, 2021, 7:00 PM

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**CALL TO ORDER**  
**PRAYER & PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

### PRESENT

Chair Wendy Prather  
Vice Chair Charles Reed  
Board Member Josetta Lawson  
Board Member Skip Frey  
Board Member Dallis Hunter

### CHAIR

Chair Wendy Prather asks if there are any members in the audience wishing to address the Board on matters not on the agenda.

Land Use Administrator Fleet states that the Bayview PUD is not on the agenda and that the Planning and Zoning Board can not take action on a rezoning without the item being advertised and on the agenda.

Mr. Paul Lucas stated that he was told that his issue was going to be on the agenda. Ms. Fleet stated that she was working with the Town Attorney on an application and/or ordinance related to his issue. Either action would need to be advertised before it could be taken up by the Planning and Zoning Board. Chair Prather stated that his issue will be on the July 6<sup>th</sup> Planning and Zoning Board's agenda.

### PUBLIC HEARING

#### ITEM-1

Special Exception No. 20210416 – Parcel ID #17-3N-24-2020-0057-0000  
Project Name: Pine Street RV Park – 3714 Raven Drive  
Application filed by: Brad Wester, Authorized Agent on behalf of Hilliard, LLC, Property Owners.  
Application requesting: Approval of Special Exceptions to allow a Recreational Vehicle Park.  
Reason requested: A Special Exception is required for the RMH Zoning District for an RV Park.

Disclosure of Ex Parte Communication  
Open Public Hearing

Call for Public Comment.

Chair Prather introduces the item and asks the Board if they have any Ex Parte communication to disclose. Seeing none, she asks Ms. Fleet to read the staff report.

Ms. Fleet reads the staff report.

Chair Prather opens the Public Hearing.

Brad Wester, agent for the project, explains the project and the timeline.

Wanda Arnold, 37137 Walker Street, spoke in opposition to the Special Exception.

Brandy McInturff, 3733 Hawk Drive, spoke in opposition to the Special Exception.

Theresa Jackson, 3760 Finch Drive, spoke in opposition to the Special Exception.

Brandon Essex, 3738 Finch Drive, spoke in opposition to the Special Exception.

Wendel Cassidy, 3734 Lorena Drive, spoke in opposition to the Special Exception.

Jared Wolitz, 37255 Ingham Drive, asked the Board to consider Section 62-220 of the Code to assist the residents with the relocation charge for moving mobile homes.

Ted Dinwiddie, 3782 Azalea Drive, spoke in opposition to the Special Exception.

Brad Wester, responded to the concerns and questions raised by the public.

Greg Simmons, owner of the property provided his perspectives on the issues raised by the public.

Brandy McInturff, 3733 Hawk Drive, speaks again in opposition in response from the owner and agent.

Motion to close the Public Hearing on Special Exception No. 20210416 at 8:16 p.m.

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

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

Planning and Zoning Board Discussion and Action

Board Member Frey asks the property owner if will give free rent to the existing residents for a period of 90 to 120 days

Mr. Simmons stated he would give any existing residents free rent until August 30<sup>th</sup>. At that time, the property needs to be vacated so they can safely begin the development of the RV Park. He also stated that any residents can take their mobile home to a new site without paying any additional fees to him.

Motion to grant Special Exception No. 20210416 to allow a RV Park at 3714 Raven Drive with the conditions in the staff report and the following additional conditions:

- The residents shall receive 90 days of free rent
- The residents be allowed to take their mobile homes of the property and relocate it and that no additional costs for purchase of the mobile home would be required and
- Request the Town Council to waive the administrative fees in Section 62-220.

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

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

**REGULAR MEETING**

**ITEM-2** Additions/Deletions to Agenda

None

**ITEM-3** Planning & Zoning Board approval of the Minutes from the May 4, 2021, Regular Meetings.

Motion to approve the May 4, 2021, Regular meeting minutes.

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

**ITEM-4** Major Subdivision No. 20210517 – Parcel ID #17-3N-24-2020-0023-0360 Preliminary Plat/ Re-Plat – Kristie Circle and County Road 108  
Application filed by: Ben Buchanan, Authorized Agent on behalf of Sowers Seeds Investments, LLC, Property Owner.  
Application Requesting: Re-Platting 11 smaller lots into 3 larger lots that meet the R-3 Zoning District requirements.

Land Use Administrator reads the staff report with the conditions for approval.

Motion to approve the Preliminary Plat/ Re-Plat of Major Subdivision No. 20210517 – Parcel ID #17-3N-24-2020-0023-0360, with compliance with the conditions in the staff report.

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

**ITEM-5** Site Clearing/Site Work Permit No. 20210517 – Parcel ID #08-3N-24-2380-0125-0010  
Application filed by S.E. Jones Construction, LLC, Scott & Donna Jones, Property Owner.  
Application Requesting: Clearing and Removing trees on the property.

Land Use Administrator reads the staff report with the conditions for approval.

Motion to approve the Site Clearing/Site Work Permit No. 20210517 with compliance with the conditions in the staff report.

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

**ITEM-6** Discussion of Land Development Regulations

The Board discussed the need for a sidewalk mitigation fund, landscaping standards and tree mitigation fund.

## **ADDITIONAL COMMENTS**

### **PUBLIC**

Paul Stevens, West 10<sup>th</sup> Avenue raised his concern of the Bayside PUD could have a negative impact on the area roads during construction. He felt that an internal roadway plan would be better for the neighborhood.

**BOARD MEMBERS**

Board Member Frey stated that he feels for the people in opposition of the RV park and that the Town is limited to make sure the property owner follows the Town code.

**LAND USE ADMINISTRATOR**

Ms. Fleet she is working on developing a chart with application deadlines that can be placed on the Town's website. She also asked if releasing the agenda packets Thursday before the Tuesday meeting would provide the Board Member sufficient time for review. The Board Members felt that would fine.

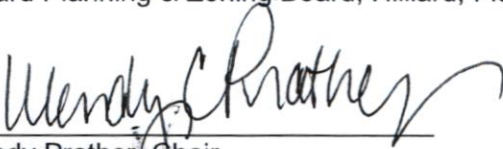
**TOWN ATTORNEY**

Via Zoom  
Discussed a proposed application to vacate Right of Ways/Alleyways and the timeline for implementation. He recommended that the Planning and Zoning Board be part of any closure of Right of Ways/Alleyways.

**ADJOURNMENT**

There being no additional business.  
  
Motion to adjourn the meeting at 9:26 p.m.  
  
Motion made by Board Member Hunter, Seconded by Board Member Frey.  
Voting Yea: Board Member Hunter, Board Member Lawson, Board Member Frey, Vice Chair Reed and Chair Prather.

Approved this 6th day of July, 2021 by the Hilliard Planning & Zoning Board, Hilliard, Florida.

  
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Wendy Prather, Chair  
Hilliard Planning & Zoning Board