

# 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  
Land Use Administrator

## TOWN ATTORNEY

Christian Waugh

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## AGENDA

TUESDAY, JULY 6, 2021 - 7:00 PM

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### 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

### CHAIR

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

### PUBLIC HEARINGS

#### ITEM-1

PUD Rezoning No. 20210204 – Parcel ID #08-3N-24-0000-0001-0000  
Project Name: Bayside PUD  
Application filed by: Francie Grieb, Authorized Agent on behalf of Jason C. Lathrop, Property Owner.  
Application requesting: Approval of Rezoning A-1, Agricultural and R-3, Multiple-family to PUD, Planned Unit Development to create the Bayside PUD.

**VOTE TO DEFER PUBLIC HEARING ON ITEM-1 AS PER SEC. 62-37**  
(Revisions are required to the application)

**ITEM-2** Future Land Use Amendment (FLUM) No. 20210503 – Parcel ID #16-3N-24-0000-0024-0000  
Application filed by: Brenton Franklin on behalf of Axis Management Inc., Property Owner.  
Application requesting: FLUM Amendment IND, Industrial to HDR, High Density Residential.

**VOTE TO DEFER PUBLIC HEARING ON ITEM-2 AS PER SEC. 62-37**  
(Revisions are required to the application)

**ITEM-3** Rezoning No. 20210610 – Parcel ID #16-3N-24-0000-0024-0000  
Application filed by: Brenton Franklin on behalf of Axis Management Inc., Property Owner.  
Application requesting: Rezoning M-1, Manufacturing and Industrial Warehousing to R-3, Multiple-family.

**VOTE TO DEFER PUBLIC HEARING ON ITEM-3 AS PER SEC. 62-37**  
(Revisions are required to the application)

**ITEM-4** Amending Chapter 62 Zoning and Land Development Regulations Code Amending Section 62-359 – Accessory Uses and Structures (Clarifying Contiguous Lot).

**ORDINANCE NO. 2021-06**

**AN ORDINANCE AMENDING CHAPTER 62 ZONING AND LAND DEVELOPMENT REGULATIONS OF THE HILLIARD TOWN CODE; AMENDING SECTION 62-359. ACCESSORY USES AND STRUCTURES; ADDING LANGUAGE TO SUBSECTION (a) TO INCLUDE A LOT SPLIT BY A RIGHT OF WAY OF NO MORE THAN 25 FEET AS A CONTIGUOUS LOT; AND PROVIDING FOR AN EFFECTIVE DATE.**

Disclosure of Ex Parte Communication.  
Open Public Hearing on Ordinance No. 2021-06.  
Call for Public Comments.  
Close Public Hearing on Ordinance No. 2021-06.

Planning and Zoning Board Discussion and Action.

**REGULAR MEETING**

**ITEM-5** Additions/Deletions to Agenda

**ITEM-6** Planning & Zoning Board approval of the Minutes from the June 1, 2021, Regular Meeting.

**ITEM-7** Site Clearing/Site Work Permit No. 20210528 – Parcel ID #16-3N-24-0000-0006-0180 & #16-3N-24-0000-0006-0190  
Application filed by: James Hilliard, Property Owner.  
Application Requesting: Clearing and Removing trees on the property.

**ITEM-8** Planning & Zoning Board review and discussion of Land Development Regulations.

**ADDITIONAL COMMENTS**

- PUBLIC
- BOARD MEMBERS
- LAND USE ADMINISTRATOR
- TOWN 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 first 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 Planning & Zoning Board 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](http://www.townofhilliard.com) .  
Live & recorded videos can be access at [www.youtube.com](http://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 Statutes, the following notification is given: If a person decides to appeal any decision made by the Board 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 Board Member and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the Planning & Zoning Board. The exchanges must be disclosed by the Planning & Zoning Board so the public may respond to such exchanges before a vote is taken.

**2021 HOLIDAYS**

**TOWN HALL OFFICES CLOSED**

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|----------------------------------|-----------------------------|
| 1. Martin Luther King, Jr. Day   | Monday, January 18, 2021    |
| 2. Memorial Day                  | Monday, May 31, 2021        |
| 3. Independence Day              | Monday, July 5, 2021        |
| 4. Labor Day                     | Monday, September 6, 2021   |
| 5. Veterans Day                  | Thursday, November 11, 2021 |
| 6. Thanksgiving Day              | Thursday, November 25, 2021 |
| 7. Friday after Thanksgiving Day | Friday, November 26, 2021   |
| 8. Christmas Eve                 | Thursday, December 23, 2021 |
| 9. Christmas Day                 | Friday, December 24, 2021   |
| 10. New Year’s Eve               | Thursday, December 30, 2021 |
| 11. New Year’s Day               | Friday, December 31, 2021   |