

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, April 7, 2020 at 7:00 PM

WEBEX PHONE CONFERENCING

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 Reed

PERSONS REQUESTING TO SPEAK ON AGENDA ITEMS

ITEM-3 Brenton Franklin – 37652 Kings Ferry Road, Hilliard, FL

ITEM-4 Ben Buchanan – 37424 Lee Street, Hilliard, FL

ITEM-5 Richard Shirah - 202 Marina Drive, St. Simons Island, GA
Jay Shirah - 202 Marina Drive, St. Simons Island, GA

REGULAR MEETING

ITEM-1 Additions/Deletions to the Agenda

No Additions/Deletions to the Agenda.

MINUTES

ITEM-2 03/03/2020 – Public Hearing & Regular Meeting

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

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

PLANNING & ZONING BOARD

ITEM-3 Special Exception No. 20200204 - Allow a dwelling unit for a caretaker or security guard in M-1 Zoning District – Deferred from March 3, 2020
A SPECIAL EXCEPTION TO ALLOW A DWELLING UNIT FOR A CARETAKER OR SECURITY GUARD IN M-1 ZONING DISTRICT. THE TAX ID FOR THE PARCEL IS 16-3N-24-0000-0023-0020 AND IS LOCATED AT 37387 HENRY SMITH ROAD.

Land Use Administrator Fleet reads the staff report for the April meeting.

Motion to approve the Special Exception for a dwelling unit in the M-1 zoning district for the property at 37387 Henry Smith Road.

Motion made by Board Vice-Chair Higginbotham. Motion dies for a lack of second.

Motion to approve the Special Exception for the property at 37387 Henry Smith Road with the condition that the dwelling unit must be a separate structure from the existing structure on the property.

The Board discussed the item. Mr. Brenton Franklin addressed the Board on the item and presented information on the Special Exception. Building Inspector Larry Hogan addressed the Board on the item. Town Attorney asked Mr. Franklin if he had additional information to present to the Board and he responded that he did not.

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

Voting Yea: Board Member Lawson, Board Member Reed and Board Member Frey.

Voting Nay: Board Vice Chair Higginbotham and Board Chair Prather.

ITEM-4 Minor Subdivision – Lot Split/Reconfiguration – Request by Benjamin Buchanan, Property Owner

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.

Motion to recommend to the Town Council the lot configuration request, with compliance 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.

Motion made by 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 Related to Cell Towers – Discussion

Land Use Administrator Fleet presented the staff report.

Mr. Richard Shirah and Mr. Jay Shirah addressed the Board on cell towers in the Town. The Board directed the Land Use Administrator and Town Attorney to present at their May meeting recommendations for a cell tower ordinance.

PUBLIC COMMENTS:

Mr. Brenton Franklin stated that the Special Exception is not what he wanted and he would like a public records requested for a recording of the meeting.

Mr. Michael Franklin addressed the Board and stated that they are not acting in the best interest of the Town.

BOARD MEMBERS CLOSING COMMENTS:

Board Chair Wendy Prather – Everyone must be respectful and to mute your phone if not talking.

Board Vice Chair Glenn Higginbotham – Told everyone to stay safe.

Board Member Josetta Lawson – None.

Board Member Charles A. Reed – Also requested to mute your phone if not talking.

Board Member Harold “Skip” Frey – Stated that he votes in the best interest of the Town.

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 8:30 p.m.

Approved this 5th day of May, 2020, by the Hilliard Planning & Zoning Board, Hilliard, Florida.



Wendy Prather
Planning & Zoning Board Chair