

# HILLIARD PLANNING AND ZONING BOARD MINUTES

HILLIARD TOWN HALL/COUNCIL CHAMBERS  
POST OFFICE BOX 249

15859 WEST COUNTY ROAD 108  
HILLIARD, FL 32046

**CHAIRWOMAN**  
Wendy Prather

**VICE-CHAIR**  
Glenn Higginbotham

**LAND USE ADMINISTRATOR**  
Bernita Dinwiddie

**ATTORNEY**  
Christian Waugh

**MEMBER**  
Charles A. Reed

**MEMBER**  
Josetta Lawson

**MEMBER**  
Harold "Skip" Frey

## REGULAR MEETING TUESDAY, FEBRUARY 5, 2019 @ 7PM

**Call to order**

**Prayer and Pledge of Allegiance**

**Roll Call**

Chair Wendy Prather	Present
Vice Chair Glenn Higginbotham	Present
Board Member Josetta Lawson	Present
Board Member Charles A. Reed	Present
Board Member Harold "Skip" Frey	Present
Land Use Administrator Bernita Dinwiddie	Present
Town Attorney Christian Waugh	Absent

Chair Wendy Prather opens the meeting at 7:01 PM.

### 1. ADDITIONS OR DELETIONS TO THE AGENDA:

None.

### 2. APPROVAL OF MINUTES:

Motion to approve the January 8, 2019 regular meeting minutes with an amendment to the Board comment attributing the suggestion to rotate Board positions to Wendy Prather instead of Glenn Higginbotham.

Motion	Result	M	2 <sup>nd</sup>	SF	CR	JL	GH	WP
Approve	Approved	GH	JL	Y	Y	Y	Y	Y

### 3. OLD BUSINESS:

None.

### 4. NEW BUSINESS

#### a. Town Clerk Lisa Purvis - Rezoning and Land Use Amendment

Town Clerk, Lisa Purvis makes the Board aware of two upcoming ordinances concerning the land use change and rezoning of property on US Hwy 1 near Eastwood Road. Town Clerk, Lisa Purvis states that the ordinances are being presented to the Town Council at their February 7, 2019, regular meeting for the first reading and that a Public Hearing before the Planning & Zoning Board would be held at the March 5, 2019, regular meeting. Then if approved on first reading the Town Council would hold a second Public Hearing at their March 21, 2019, regular meeting and at that time the Planning & Zoning Board would make their recommendation to the Town Council.

**5. PUBLIC COMMENTS:**

None

**6. BOARD COMMENTS:**

Glenn Higginbotham states that special exceptions needs to be strictly enforced with needed documentation. After discussion, the Board decides that the town attorney needs to be asked what documentation could be legally required.

Bernita Dinwiddie advises the Board that at this time, there was still no communication from Mr. Dale Arthur Libby as to which of the possible options he would pursue regarding the termination of his mobile home special exception.

Bernita Dinwiddie also shares with the Board copies of the Planning & Zoning Review Request Form that the Town Attorney had prepared regarding what would be required in the future for anyone wishing to develop real property within the Town.

**7. CLOSE REGULAR MEETING:**

There being no additional business, the meeting adjourns at 7:30 p.m.

Approved this 5th day of March, 2019, by the Hilliard Planning & Zoning Board, Hilliard, Florida.



Wendy Prather  
Planning & Zoning Board Chair