



BOARD OF ZONING APPEALS

Regular Meeting

Minutes

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Thursday, 13 October 2016

6:00 PM

Council Chambers

This meeting's notice was published in the Post and Courier newspaper.

I. Call to Order

This meeting was called to order by Commissioner Heyward at 6:04 PM.

II. Roll Call

In attendance were Commissioners Heyward, Wolf, Richardson, Planner/Zoning Administrator Holton and Clerk-Treasurer White. Commissioner Pinckney arrived after roll call.

III. Invocation/Pledge of Allegiance

Invocation was given by Commissioner Heyward; followed by the Pledge of Allegiance.

IV. Adoption of Agenda

Commissioner Richardson made the motion to adopt the agenda as prepared; Commissioner Wolf seconded and all voted in favor.

V. Public Comments

None

VI. Minutes:

Note: No minutes were provided for the September 8, 2016 meeting. It was brought to the Commission's attention that the roll was not called for the following cases: 1) *Request for Variance to construct steps in the side yard building setback at TMS# 244-00-00-233, 6094 Jacobs Point Boulevard*, and 2) *Request for Variance to build 7 ½ feet past (into) the setback/buffer from the OCRM critical area at TMS# 242-00-00-058, 4488 Carriage House Lane*, under New Business. An official vote will be made regarding these cases.

VII. Old Business:

Request for Variance to construct steps in the side yard building setback at TMS #244-00-00-233, 6094 Jacobs Point Boulevard. Commissioner Wolf made the motion to approve; Commissioner Richardson seconded and all voted in favor.

Request for Variance to build 7 ½ feet past (into) the setback/buffer from the OCRM critical area at TMS #242-00-00-058, 4488 Carriage House Lane. Commissioner Wolf made the motion to approve; Commissioner Richardson seconded and all voted in favor.

VIII. New Business:

Request for Variance to set-up a manufactured home at TMS #247-00-00-105, 5380 Alta Road.

Jillisa Singleton, the applicant, stated that she is seeking approval to place her mobile home on this property. Commissioner Wolf said the lot size is too small to accommodate the home for the zoning district. Ms. Singleton said when she had the land surveyed; she was given the dimensions and made sure to purchase a home that would accommodate the lot size. Commissioner Wolf asked Ms. Singleton if she would have the land surveyed and build the foundation. Ms. Singleton answered that the lot has already been surveyed. Planner/Zoning Administrator Holton mentioned that there would have to be engineered architectural plans for the foundation because the lot is in a flood zone. Ms. Singleton said that the surveyor has done this and she has submitted this to Mr. Holton. Mr. Holton said that what Ms. Singleton submitted is not acceptable for the zoning. He said that any home in a flood zone has to have an engineered designed foundation wall and this step would need to be completed before a permit can be issued to move the mobile home. Commissioner Wolf stated that the mobile home manufacturer should take care of this and Ms. Singleton replied that they would. Commissioner Richardson asked Mr. Holton if he advised Ms. Singleton of the procedure before she submitted her application. Ms. Singleton stated that Mr. Holton only told her that the lot was in a flood zone and she was unaware of the foundation procedure. Commissioner Wolf said that the manufacturer needs to do their due diligence to ensure that the home is placed legally and in compliance with the Town and County zoning/building codes. This is a requirement and will be inspected to ensure safety of the structure. Commissioner Wolf said it looks as if it conforms to the setbacks; the biggest problem is that it is a small lot. Commissioner Pinckney made the motion to approve; Commissioner Wolf seconded and all voted in favor.

Planner/Zoning Administrator Holton mentioned that the Town will dedicate its new park, Hollywood Trails at the Sap on November 5, 2016 at 10AM. It is located at 7561 Highway 164. He encouraged everyone to come out and enjoy the event.

IX. Adjournment

The meeting was adjourned at 6:15 PM.

**Prepared by:
Tynetta White
Clerk-Treasurer**