

TOWN OF SEABROOK ISLAND

Board of Zoning Appeals Meeting

June 12, 2018 – 2:30 PM

Town Hall, Council Chambers
2001 Seabrook Island Road



MINUTES

Present: Walter Sewell (Chairman), Bob Leggett (Vice Chairman), Ava Kleinman, Joe Cronin (Zoning Administrator)

Absent: Robert Quagliato

Guests: None

Chairman Sewell called the meeting of the Board of Zoning Appeals to order at 2:35 PM. The requirements of the Freedom of Information Act were fulfilled and the meeting was properly posted.

NOTIFICATION OF RESIGNATION & ELECTION OF NEW VICE CHAIR FOR 2018

Chairman Sewell stated that Vice Chairman Farber had submitted his resignation from the Board, effective June 1, 2018.

Chairman Sewell nominated Mr. Leggett to replace Mr. Farber as Vice Chairman. Ms. Kleinman seconded the nomination. There being no further nominations, Chairman Sewell called for a vote on the nomination. The motion to elect Mr. Leggett as Vice Chairman was approved by a vote of 3-0.

APPROVAL OF MINUTES

- 1. Board of Zoning Appeals Meeting: April 25, 2018:** Ms. Kleinman made a motion to approve the minutes from the April 25, 2018, meeting of the Board of Zoning Appeals, as submitted. Mr. Leggett seconded the motion. The motion was approved by a vote of 3-0.
- 2. Board of Zoning Appeals Meeting: May 4, 2018:** Mr. Leggett stated that he believed that he had abstained from voting on approving the minutes from the November 2016 meeting because he was not a board member at that time. Mr. Leggett also stated that the wording under New Business Item #1 appeared misleading, particularly the statement that “no individual had undertaken any effort to act on the [1993] variance over the last 25 years.” Mr. Leggett noted that a previous owner had in fact submitted a site plan to the SIPOA ARC for review and approval. Zoning Administrator Cronin responded that the intent of the sentence was to state that no previous owner had undertaken any effort to obtain a permit from the town, and agreed that the sentence should be revised to “no individual had applied for or

obtained a building permit over the last 25 years.” Ms. Kleinman made a motion to approve the minutes from the May 4, 2018, meeting, with the revisions specified by Mr. Leggett. Mr. Leggett seconded the motion. The motion was approved by a vote of 3-0.

ITEMS FOR INFORMATION / DISCUSSION

1. **Future Meeting Dates:** Chairman Sewell referenced the fact that the Board did not meet for a period of nearly 18 months between November 2016 and April 2018. He recommended that the Board should not allow an extended period of time to elapse following a meeting where substantive action was taken. Chairman Sewell recommended that if no additional meetings have been scheduled to review pending requests following a meeting, the Board should meet within a timely manner for the purpose of approving minutes from the previous meeting. He also recommended that the Board meet at the beginning of each year for the purpose of electing officers, even if there are no other action items. Members of the Board agreed with Mr. Sewell’s recommendation.

SITE VISIT

1. **2612 Seabrook Island Road (Tax Map # 147-01-00-014 – Lot 44, Block 9):** Zoning Administrator Cronin stated that the Board had requested an opportunity to visit 2612 Seabrook Island Road in advance of a public hearing on Variance Request #156, which will take place at 2:30 PM on Monday, July 9th. Zoning Administrator Cronin noted that the purpose of the visit was for observational purposes only, and that no testimony would be heard pertaining to the variance application. A paper copy of the proposed site plan and property survey, which had previously been provided via email, was distributed to Board members. Zoning Administrator Cronin stated that a full agenda packet, with attachments, would be provided to the Board and posted publicly in advance of the public hearing.

Prior to departing for the site visit, Zoning Administrator Cronin noted that public notice of the site visit had been provided, pursuant to the Freedom of Information Act. He stated that the agenda for today’s meeting contained the following provision: *“This site visit will take place behind the Seabrook Island Property Owners Association security gate. Any individual wishing to observe the site visit who does not have access behind the security gate should contact (843) 768-5321 for assistance prior to the meeting.”* He added for the record that no one from the public was present at the meeting, and that no one had requested access behind the security gate.

Lastly, Zoning Administrator Cronin stated that there was no other business on the agenda. Unless the Board wished to reconvene at Town Hall following the site visit, the meeting would be adjourned following the site visit. Members of the Board agreed that there was no need to reconvene following the site visit.

The meeting was recessed at approximately 2:55 PM. Board members then traveled individually to 2612 Seabrook Island Road. Staff members at Town Hall were notified that the Board was traveling to the site, and anyone coming to Town Hall to observe the site visit may be directed to that location.

The Board reconvened at approximately 3:28 PM at 2612 Seabrook Island Road. Board members observed the site, as well as neighboring properties in the vicinity of the site. Board members asked general questions regarding the proposed addition and zoning requirements; however, no testimony was received. Chairman Sewell asked if the town had received any public comments. Zoning Administrator Cronin responded that none had been received to date; however, any comments received in advance of the meeting will be included in the agenda packet and entered into the public record during the meeting on July 9th. During the site visit, Chairman Sewell also requested an architectural drawing of the roofline for the proposed addition. The site visit lasted approximately 31 minutes.

There being no further business, the meeting was adjourned at 3:59 PM.

Minutes Approved: July 9, 2018



Joseph M. Cronin
Zoning Administrator