

TOWN OF SEABROOK ISLAND

Board of Zoning Appeals Meeting

May 15, 2019 – 2:30 PM

Town Hall, Council Chambers
2001 Seabrook Island Road



MINUTES

Present: Ava Kleinman, John Fox, Joe Cronin (Zoning Administrator)

Absent: Walter Sewell (Chairman), Bob Leggett, Dick Finkelstein

Guests: Skip Crane (Town Council), Paul LeBlanc (PLB Planning Group)

Vice Chairwoman Kleinman called the meeting of the Board of Zoning Appeals to order at 2:30 PM. Zoning Administrator Cronin confirmed that the requirements of the Freedom of Information Act were fulfilled, and the meeting was properly posted. Vice Chairwoman Kleinman stated that the Board did not have a quorum and, therefore, no votes would be taken; however, those present would still receive items for information which do not require a vote, as well as conduct the site visit to 802 Treeloft Trace, as scheduled.

APPROVAL OF MINUTES

1. **Board of Zoning Appeals Meeting: March 22, 2019**: No action was taken due to the lack of a quorum.

NEW BUSINESS ITEMS

1. **Review and Approval of New Variance Application Form**: No action was taken due to the lack of a quorum.

ITEMS FOR INFORMATION / DISCUSSION

1. **Update on the Status of Previous Variances**: Zoning Administrator Cronin provided an update on the status of Variance #131, which was approved by the Board in 2004. He stated that the town was still waiting on confirmation from SCDHEC as to whether a septic tank was ever installed on the property. Additional information will be provided once it is received.
2. **Development Standards Ordinance (DSO) Update**: Town Administrator Cronin stated that the town had recently entered into a contract with the PLB Planning Group for the purpose of reviewing and updating the town's DSO. He then introduced the project consultant, Mr. Paul LeBlanc, of PLB Planning Group. Mr. LeBlanc introduced himself and his firm. Mr. LeBlanc then provided an overview of the project scope, approach and timeline. Members of the

Board, town staff and the project consultant then discussed general goals and objectives of the DSO update, as well as specific items of concern which should be addressed as part of the update.

SITE VISITS

Zoning Administrator Cronin distributed copies of the following variance application to members of the Board and provided a brief overview of the request:

- **Variance #161**: 802 Treeloft Trace (To reduce the 15-foot rear yard setback requirement to 3.5 feet to allow for the expansion of an existing non-conforming open deck)

Prior to departing for the site visits, Zoning Administrator Cronin stated that public notice of the site visits 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 visits 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 that no individuals had contacted the town to request access behind the security gate in advance of the meeting. Zoning Administrator Cronin noted that the purpose of the site visit was for observational purposes only, and no testimony would be heard pertaining to the variance application.

The meeting was recessed at approximately 3:10 PM. Board members then traveled individually to 802 Treeloft Trace. 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 should be directed to that location.

1. **802 Treeloft Trace (Tax Map # 147-10-00-055)**: The Board reconvened at approximately 3:29 PM at 802 Treeloft Trace. Board members and the Zoning Administrator observed the site, as well as neighboring properties in the vicinity of the site. Board members asked general questions regarding the proposed variance request; however, no testimony was received. Aside from the town's DSO consultant, Mr. LeBlanc, no other individuals were present to observe the site visit.

There being no further business, the meeting was adjourned at 3:39 PM.

Minutes Approved: May 28, 2019



Joseph M. Cronin
Zoning Administrator