

# Board of Zoning Appeals



## Minutes of the Thursday, November 1, 2018 Regular Meeting

*Members of the Board of Zoning Appeals*

Wesley Summers

*Chairman*

Jim Newman

Kevin Scaggs

Kathie Stallworth

Lynn Stembrige

1. **Call to Order** – Chairman Wesley Summers called the meeting to order at 7:00 p.m.
2. **Roll Call** – Board members present: Chairman Summers, Jim Newman, Kathie Stallworth, Lynn Stembrige, and Kevin Scaggs. Also in attendance: Libby Hodges, Director of Planning & Development; members of the public and press.
3. **Approval of Minutes** – The minutes of the September 6, 2018 regular meeting were approved as written.
4. **Confirmation of Agenda** – There were no changes to the agenda.
5. **Application ZV 18-002** – A request from Tom Uskup for 714 Carolina Ave., for a variance to NADC 3.3.8.4.7.3, allow parking between structure and street, NADC 3.8.4.7.7, allow loading/unloading between structure and street, and NADC 3.8.4.7.9, allow a drive entrance greater than 20'. Parcel 007-10-09-001.
  - Chairman Summers read the application summary, briefly reviewed the public meeting participation guidelines and opened the public hearing.Mrs. Hodges introduced Application ZV 18-002–714 Carolina Ave.  
Mrs. Hodges answered questions the board had for her.  
The applicant, Mr. Tom Uskup, and site engineer, Mr. Tilden Hildebrand, were sworn in and provided additional information on the project and the site.  
Mr. Combs, a concerned neighbor, asked several questions, which were answered by staff, the applicant and engineer.

- Chairman Summers closed the public hearing.  
Comments and questions were addressed.

Ms. Stallworth recused herself from the proceedings.

After reviewing the findings, Mr. Newman motioned to approve parking between structure and street. Ms. Stallworth seconded the motion. The vote was approved 4-0.

After reviewing the findings, Mr. Newman motioned to approve loading and unloading. Ms. Stembridge seconded the motion. The vote was approved 4-0.

After reviewing the findings, Mr. Newman motioned to approve the drive entry based on SCDOT approval. Ms. Stembridge seconded the motion. The vote was approved 4-0.

#### **6. Election of Officers for 2019**

- The Board elected Mr. Wesley Summers as Chairman of the Board of Zoning Appeals.
- The Board elected Mrs. Cathy Stallworth as Vice-Chair.
- The yearly calendar was adopted and is attached for reference.

#### **7. Adjourn** – With no objection, Chairman Summers adjourned the meeting at 8:00 p.m.

Respectfully Submitted,



Libby Hodges, Director of Planning and Development  
Secretary to the Board of Zoning Appeals

## **Board of Zoning Appeals**



The Board of Zoning Appeals (BZA) meets as needed on the first Thursday of the month at 7:00 PM in the City Council Chambers, 3<sup>rd</sup> Floor, North Augusta Municipal Center, 100 Georgia Avenue. An exception is made in 2019 for the July meeting which is scheduled on the second Thursday.

### **2019 BZA Meeting Schedule and Deadlines**

<b>Application Due Date</b>	<b>Agenda Issued</b>	<b>Meeting Date</b>
December 3	December 27	January 3
January 7	January 31	February 7
February 7	February 28	March 7
March 7	March 28	April 4
April 2	April 25	May 2
May 6	May 30	June 6
June 11	July 3	July 11 (2 <sup>nd</sup> Thursday)
July 1	July 25	August 1
August 5	August 29	September 5
September 3	September 26	October 3
October 7	October 21	November 7 (Business Mtg)
November 5	November 27	December 5

### **Submitting an Appeal to the BZA**

The appeals process begins with an initial application submittal followed by a completeness review. The initial application and supporting documents are submitted to the Department of Planning and Development on the 2<sup>nd</sup> floor of the Municipal Center. Information required at initial submittal is listed by appeal type on the application checklist which is available in the Document Library on the City website, [www.northaugusta.net](http://www.northaugusta.net).

**Completeness** – An application is determined to be complete if the application form, required fee(s) and all applicable supporting documents have been submitted to and received by the City. An applicant will be notified when an application is determined complete or if additional information is required. After an application is determined complete, it will be scheduled for consideration at the next Board of Zoning Appeals meeting.

**Public Hearing** – Every BZA appeal requires a public hearing that is advertised in the newspaper and on the City website two weeks prior to the meeting. Additionally, a notice is posted on the subject property and a public hearing notice is mailed to the owners of record of all property within two hundred (200) feet of the subject property at least fifteen days prior to a Board of Zoning Appeals hearing.

Please contact the Department of Planning and Development at 803-441-4221 for additional information on the appeals process.