

Town of Pine Ridge

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SEPTEMBER 17, 2024 Zoning Board of Appeals Agenda

6:30 P.M. - Call to Order

Freedom of Information Act Compliance

Approval of Minutes

1. September 23, 2013
2. December 8, 2016
3. December 14, 2017
4. December 18, 2018

Old Business

No Old Business

New Business

1. Elect new Chairperson
2. Elect new Vice-Chairperson
3. Public Hearing ZBA 2024-01: Consider a variance request for relief in the minimum setback requirements from second street frontage on property located at 915 Brookfield Drive (TMS#006818-02-020). Zoned R-1 Single Family Residential
4. ZBA 2024-01: Consider a variance request for relief in the minimum setback requirements from second street frontage on property located at 915 Brookfield Drive (TMS#006818-02-020). Zoned R-1 Single Family Residential

ADJOURN

TOWN OF PINE RIDGE
Zoning Board of Appeals Minutes
September 17, 2024

Board members present: Susan Busby, Gerald Arvay, Pam O'Neal, Michael Kyzer and Clifton Simmons

Note: ZBA has two open positions.

Staff present: Planning Official, Viki Miller and Planning Consultant, Rebecca Keefer

Call to Order

The meeting of the Zoning Board of Appeals for the Town of Pine Ridge was called to order by Chairman Simmons. An introductory request by an attendee, Mrs. Moore, to meet the board was acknowledged and accommodated.

Freedom of Information Act Compliance

Chairman Simmons confirmed that the notification of the meeting had been published, posted, and mailed in compliance with the Freedom of Information Act on multiple dates during August.

Approval of Minutes

1. September 23, 2013

Board Member O'Neal moved to approve the minutes of September 23, 2013. The motion was seconded by Board Member Kyzer. Motion carried unanimously.

2. December 8, 2016

Board Member O'Neal made a motion to approve the minutes of December 8, 2016. The motion was seconded by Board Member Busby. Motion carried unanimously.

3. December 14, 2017

Board Member O'Neal made a motion to approve the minutes of December 14, 2017. The motion was seconded by Board Member Busby. Motion carried unanimously.

4. December 18, 2018

Board Member O'Neal moved to approve the minutes of December 18, 2018. The motion was seconded by Board Member Busby. Motion carried unanimously.

Old Business

There was no old business to address during this meeting.

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New Business

1. Elect New Chairperson

Board Member O'Neal nominated current Chairman Simmons to be re-elected as chairman. With no other nominations, the nominations were closed. The motion was seconded by Board Member Kyzer. Motion carried unanimously.

2. Elect New Vice-Chairperson

Board Member Busby nominated Board Member O'Neal for the position of Vice-Chairwoman. With no other nominations, the nominations were closed. The motion was seconded by Board Member Kyzer. Motion carried unanimously.

3. Public Hearing ZBA 2024-01

The board conducted a public hearing for a variance request identified as ZBA 2024-01, concerning relief from minimum setback requirements at 915 Brookfield Drive (TMS#006818-02-020) within the R-1 Single Family Residential Zone.

During the hearing, the applicant explained the need for a carport extension due to personal mobility challenges. They shared previous difficulties with contractors and expressed the urgency of the project.

Requests for public input were addressed to see if there were additional speakers in support or opposition to the request.

Mr. Greg Dennis of Dennis Home Improvements came forward, as someone familiar with Mrs. Moore's residence modifications, indicating familiarity with property measurements and existing conditions.

Ms. Debra Robinson of Brookfield Circle stated her support of the request.

With no other speakers, the hearing was closed.

4. ZBA 2024-01

Ms. Rebecca Keefer, the Town's Planning Consultant from CPL, gave the board a report on the history of the property and analysis on the seven conditions that the board must consider.

Questions from Board Members were posed to the property owner for further clarification, and the builder was given the opportunity to address the board with insights related to the requested modifications.

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Board Member Arvay made a motion to approve the variance request with the following conditions:

1. The carport must remain open and may not be enclosed.
2. The kitchen addition, open carport, and landing may encroach no more than ten (10) feet into the required second frontage setback, maintaining a minimum distance of ten (10) feet from the property line.
3. The development must substantially comply with the site plans and architectural elevations received on August 1, 2024.

The motion was seconded by Board Member Kyzer.

Chairman Simmons called for a roll call vote.

Busby – Yes

O’Neal – Yes

Arvay – Yes

Kyzer – Yes


Simmons – Yes

Motion carried unanimously.

Zoning Board of Appeals for the Town of Pine Ridge completed an Order On Variance Application.

ADJOURN

With no further business to discuss, Chairman Simmons moved to adjourn the meeting at 6:59 P.M.

Respectfully submitted,


Viki M. Miller
Town Administrator

APPROVED:


Zoning Board of Appeals Chair

Date: Dec 17, 2024