Present: Julie O’Donnell, Chair; Sam Brusco, Vice-Chair; Carletha Frazier; Jackson Steele; Stephen Halpern

Absent: N/A

Staff: Kevin Icard, Planning & Community Development Manager; Marcia Hunter, Growth Management Coordinator

I. CALL TO ORDER

O’Donnell called the meeting to order at 6:00 p.m.

II. ROLL CALL

III. NOTICE REGARDING ADJOURNMENT

The Board of Zoning Appeals will not hear new items after 9:30 P.M. unless authorized by a majority vote of the Board Members present. Items which have not been heard before 9:30 P.M. may be continued to the next regular meeting or a special meeting date as determined by the Board Members.

IV. NOTICE REGARDING PUBLIC COMMENTS

Every member of the public who is recognized to speak shall address the Chairman and in speaking, avoid disrespect to the Board and any personalities. State your name and address when speaking for the record. COMMENTS ARE LIMITED TO THREE (3) MINUTES.

V. ADOPTION OF AGENDA

O’Donnell made a motion to adopt the November 1, 2016, Board of Zoning Appeals Agenda. Frazier seconded the motion. All were in favor and the motion passed.

VI. ADOPTION OF MINUTES – April 19, 2016

A correction was made to reflect O’Donnell- Chair and Brusco- Vice Chair the minutes were revised.

Frazier made a motion to adopt the revised April 19, 2016, meeting minutes. O’Donnell seconded the motion. All were in favor and the motion passed.

VII. ELECTION OFFICERS

1. Chair

O’Donnell called for nominations.

Halpern nominated O’Donnell. Brusco seconded the nomination. The Members voted. All were in favor and O’Donnell was elected Chair.
2. Vice-Chair

O’Donnell nominated Brusco. Halpern seconded the nomination. The Members voted. All were in favor and Brusco was elected Vice-Chair.

VIII. PUBLIC COMMENTS

There was no Public Comment.

IX. OLD BUSINESS

There was no Old Business.

X. NEW BUSINESS

1. PUBLIC HEARING - FOR ACTION

A. Special Exception. A request by Denise D’Amico, for approval of a Special Exception, to allow for a Dog Grooming business which is classified under ‘Animal Hospital, Veterinary Clinic, Kennel’ to be located in the Town of Bluffton. The property is identified by Beaufort County Tax Map Number R610 031 000 0155 0000 at 23 Plantation Park Drive Suite 304, and zoned General Mixed Use. (ZONE-09-16-10093)

Icard presented.

D’Amico was present.

PUBLIC COMMENTS: There was no Public Comment.

There was an extensive discussion regarding staff recommendations regarding sound attenuation measures in the suite, collection of waste with proper disposal both interior/exterior, interior layout of space, and water usage. Mr. Steele addressed concerns regarding the condition of obtaining applicable business licenses, stating that it shouldn’t be a condition of approval since a business license is already required.

Mr. Brusco made the motion to approve with the following conditions:

1. Prior to a certificate of occupation that the applicant installs the necessary sound attenuation measures that will satisfy the Board of Directors of Plantation Common II OA.
2. The applicant will be required to receive a business license with the Town of Bluffton.

The motion failed due to not receiving a second.

Steele made a motion to approve with the following condition:

1. Prior to a certificate of occupation that the applicant installs the necessary sound attenuation measures that will satisfy the Board of Directors of Plantation Common II OA.
Frazier seconded the motion. An approval was granted by majority vote of 4 to 1, with Mr. Halpern being the one disdaining vote, in favor and the motion passed.

**B. Adoption of 2017 Board of Zoning Appeals Meeting Dates.**

Steele made a motion to adopt the proposed 2017 Board of Zoning Appeals meeting dates. Frazier seconded the motion. All were in favor and the motion passed.

**XI. DISCUSSION**

There was no further discussion.

**XII. ADJOURNMENT**

Brusco made a motion to adjourn. Halpern seconded the motion. All were in favor and the November 1, 2016, Board of Zoning Appeals meeting adjourned at 6:40 p.m.