

A G E N D A
JAMES CITY COUNTY BOARD OF ZONING APPEALS
REGULAR MEETING
James City County Government Center, Building F Board Room
March 1, 2018
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. OLD BUSINESS

D. NEW BUSINESS

1. ZA-0001-2018, 7801 Richmond Road

E. MINUTES

1. February 1, 2018, Meeting Minutes

F. MATTERS OF SPECIAL PRIVILEGE

G. ADJOURNMENT

ITEM SUMMARY

DATE: 3/1/2018

TO: Honorable Chairman and Members of the Board of Zoning Appeals

FROM: John Rogerson, Senior Zoning Officer

SUBJECT: ZA-0001-2018, 7801 Richmond Road

ATTACHMENTS:

| | Description | Type |
|---|---|--------------|
| ☐ | Memorandum | Staff Report |
| ☐ | Resolution | Resolution |
| ☐ | Application | Exhibit |
| ☐ | Location Map | Exhibit |
| ☐ | Adjacent property owner map | Exhibit |
| ☐ | Current Survey | Exhibit |
| ☐ | Narrative | Exhibit |
| ☐ | Plat showing 1989 ordinance change | Exhibit |
| ☐ | Plat showing setback when the lot was created | Exhibit |
| ☐ | Plat showing proposed new setbacks | Exhibit |
| ☐ | Plat showing details of new construction | Exhibit |
| ☐ | Plat showing requested variance with proposed dwelling modification | Exhibit |
| ☐ | Survey of lot at time of creation 1979 | Exhibit |

REVIEWERS:

| Department | Reviewer | Action | Date |
|-----------------------------------|----------------|----------|----------------------|
| Board of Zoning Appeals | Secretary, BZA | Approved | 2/23/2018 - 12:16 PM |
| Publication Management | Burcham, Nan | Approved | 2/23/2018 - 1:10 PM |
| Board of Zoning Appeals Secretary | Secretary, BZA | Approved | 2/23/2018 - 1:21 PM |

MEMORANDUM

DATE: March 1, 2018

TO: The Board of Zoning Appeals

FROM: John Rogerson, Senior Zoning Officer

SUBJECT: Granting a Variance on James City County Real Estate Tax Map Parcel No. 1310100020 - 7801 Richmond Road

PROJECT DESCRIPTION

Mr. Wade Schmidt, property owner, has applied for a variance to Section 24-216(a) Minimum Lot Width and Frontage of the James City County Zoning Ordinance to reduce the required minimum lot width at setback for lots of five acres or more from 250 feet to 194.2 feet for the continued placement and proposed expansion of the existing dwelling located on the property. The property is currently located in the A-1, General Agriculture, Zoning District and can be further identified as Parcel No. (01-0-0023A) on the James City County Real Estate Tax Map No. (22-2).

PARCEL HISTORY AND ORDINANCE INFORMATION

The property located at 7801 Richmond Road is 9.1 acres in size and contains an existing single-family dwelling approximately 1,100 square feet in size. The current owner purchased the property on September 18, 2014 and had planned to expand the existing dwelling to meet the needs of his growing family.

Mr. Schmidt contacted James City County Zoning regarding the requirements to expand the existing dwelling. Upon review, staff identified that the existing dwelling was located forward of the minimum lot width of 250 feet at setback for lots of five acres or more in the A-1, General Agriculture, Zoning District. The lot width is approximately 198 feet where the existing dwelling is currently located. To achieve the required minimum lot width, the house would have to be moved back approximately 325 feet.

The parcel was created in 1979 and the existing dwelling was built in 1982. At that time, the minimum lot width at setback was 150 feet for lots over 40,000 square feet in size which permitted the existing dwelling to be constructed in its currently location.

However, in 1989 the minimum lot width at setback changed to 250 feet for lots over five acres in the A-1, General Agricultural, Zoning District. This change made the location of the existing dwelling legally nonconforming. Section 24-633, Expansion/Improvement to Nonconforming Uses, allows expansions of nonconforming one-family dwellings when all current zoning requirements are met. Since the parcel is able to achieve the current minimum lot width at setback further back on the property, the expansion of the existing dwelling at the current location is not achievable without obtaining a variance from the Board of Zoning Appeals.

VARIANCE CRITERIA

In order to have a variance granted, the applicant must prove by a preponderance of the evidence that the standard for a variance as defined in Virginia State Code Section 15.2-2201 has been met (that the strict application of the Ordinance would unreasonably restrict the utilization of the property, the need for a variance is not shared generally by other properties, the variance is not contrary to the purpose of the Ordinance and the variance does not result in a change of use), and that the following criteria are satisfied:

1. The strict application of Chapter 24 of the Code of James City County (the "County Code") would unreasonably restrict the utilization of the property; or

2. The granting of a variance would alleviate a hardship due to a physical condition relating to the property or improvements thereon at the time of the effective date of the Ordinance; and
 - a. The property interest for which the variance is being requested was acquired in good faith and any hardship was not created by the applicant for the variance;
 - b. The granting of the variance will not be of substantial detriment to adjacent property and nearby properties in the proximity of that geographical area;
 - c. The condition or situation of the property concerned is not of so general or recurring a nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to the Ordinance;
 - d. The granting of the variance does not result in a use that is not otherwise permitted on such property or a change in the zoning classification of the property; and
 - e. The relief or remedy sought by the variance application is not available through a special exception process that is authorized in the Ordinance pursuant to Subdivision 6 of Section 15.2-2309 or the process for modification of a Zoning Ordinance pursuant to Subdivision A4 of Section 15.2-2286 at the time of the filing of the variance application.

The applicant has provided a narrative and other information explaining his case for meeting the requirements for granting a variance and those documents have been included in your packet as an attachment. Also attached is a current survey showing the proposed new setback line where the lot is 194.2 feet in width.

RECOMMENDATION

Staff cannot support the variance as the strict application of the terms of the Zoning Ordinance would not unreasonably restrict the utilization of the property, as the property has been put to use by the existence of a single-family residence. However, staff recognizes that the existing dwelling met the minimum lot width requirements at the time of construction and that the Zoning Ordinance change in 1989 created the non-conforming situation. Staff does not believe the granting of the variance will change the character of the area and the hardship was not created by the applicant as the property was acquired in good faith.

JR/nb

ZA01-18-7801RichRd-mem

Attachments:

1. Application
2. Location map
3. Adjacent property owner map
4. Current Survey
5. Narrative
6. Plat showing 1989 Ordinance change
7. Plat showing setback when the lot was created
8. Plat showing proposed new setbacks
9. Plat showing details of new construction
10. Plat showing requested variance with proposed dwelling modification
11. Survey of lot at time of creation 1979

RESOLUTION

GRANTING A VARIANCE ON JAMES CITY COUNTY

REAL ESTATE TAX MAP PARCEL NO. 1310100020 - 7801 RICHMOND ROAD

WHEREAS, Mr. Wade Schmidt, property owner, has appeared before the Board of Zoning Appeals of James City County (the "Board") on March 1, 2018, to request a variance as set forth in the application ZA-0001-2018 on a parcel of property located at 7801 Richmond Road and further identified as James City County Real Estate Tax Map Parcel No. 2220100023A (the "Property"); and

WHEREAS, the Board has listened to the arguments presented and has carefully considered all evidence entered into the record and discussed a motion to grant a variance to Section 24-216(a), Minimum Lot Width and Frontage, of the Code of James City County to reduce the required minimum lot width at setback for lots of five acres or more from 250 feet to 194.2 feet for the continued placement and proposed expansion of the existing dwelling located on the property.

NOW, THEREFORE, BE IT RESOLVED that the Board of Zoning Appeals of James City County, Virginia, by a majority vote of its members FINDS that that the standard for a variance as defined in Virginia Code Section 15.2-2201 has been met, and:

1. The strict application of Chapter 24 of the Code of James City County (the "County Code") would unreasonably restrict the utilization of the Property; or
2. The granting of a variance would alleviate a hardship due to a physical condition relating to the Property or improvements thereon at the time of the effective date of the Ordinance; and
 - a. The property interest for which the variance is being requested was acquired in good faith and any hardship was not created by the applicant for the variance;
 - b. The granting of the variance will not be of substantial detriment to adjacent property and nearby properties in the proximity of that geographical area;
 - c. The condition or situation of the Property concerned is not of so general or recurring a nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to the Ordinance;
 - d. The granting of the variance does not result in a use that is not otherwise permitted on the Property or a change in the zoning classification of the Property; and
 - e. The relief or remedy sought by the variance application is not available through a special exception process that is authorized in the Ordinance pursuant to Subdivision 6 of Section 15.2-2309 or the process for modification of a Zoning

Ordinance pursuant to Subdivision A4 of Section 15.2-2286 at the time of the filing of the variance application.

WHEREUPON, THE BOARD OF ZONING APPEALS OF JAMES CITY COUNTY, ADOPTS THE FOLLOWING RESOLUTION:

To grant a variance to Section 24-216(a), Minimum Lot Width and Frontage, of the Code of James City County to reduce the required minimum lot width at setback for lots of five acres or more from 250 feet to 194.2 feet for the continued placement and proposed expansion of the existing dwelling located on the property. This property can be further identified as 7801 Richmond Road, James City County Real Estate Tax Map Parcel No. 2220100023A.

William Geib
Chair

ATTEST:

Christy Parrish
Secretary to the Board

| | VOTES | | |
|--------------|------------|------------|----------------|
| | <u>AYE</u> | <u>NAY</u> | <u>ABSTAIN</u> |
| RHODES | _____ | _____ | _____ |
| OTEY | _____ | _____ | _____ |
| ROGERS | _____ | _____ | _____ |
| CAMPANA, JR. | _____ | _____ | _____ |
| GEIB | _____ | _____ | _____ |

Adopted by the Board of Zoning Appeals of James City County, Virginia, this 1st day of March, 2018.

ZA01-18-7801RichRd-res



Board of Zoning Appeals Application

Date: 1-8-18

ZA: 001-2018

Receipt No.: 7026

Please complete all sections of the application. Call 757-253-6671 if you have any questions, or go online to jamescitycountyva.gov/zoning/board-zoning-appeals-procedures

Please note that before accepting this application, County staff will verify that all real estate taxes owed for the subject properties have been paid in full in accordance with Section 24-24. If you are unsure if your payments are up-to-date, please contact the County Treasurer at 757-253-6705.

The applicant must provide the following information to support this application:

1. A plat of the property drawn to scale showing dimensions and locations of all structures, wells, septic systems and easements associated with the property.
2. A location sketch of the property showing all adjacent roads or right-of-ways and showing the nearest road intersection.
3. Building elevation drawings and/or topographical map if appropriate to request.

1. Project Information

Project Name: 7801 Richmond Road Dwelling Expansion

Address: 7801 Richmond Road Toano Va 23168

Zoning: A1

Is site in PSA? Yes ☒ No ☐

Tax map and parcel ID: 2220100023A

2. Applicant/Contact Information

Name: Wade Schmidt (Owner)

Company: _____

Phone: 757-817-8639

Address: 7801 Richmond Road Toano Va 23168

Fax: _____

Email: Wade.Schmidt@cox.net

3. Property Owner Information

Name: SEE ABOVE

Company: _____

Phone: _____

Address: _____

Fax: _____

Email: _____

PLANNING DIVISION

JAN 08 2018

RECEIVED

4. Variance

The above applicant respectively requests that the Board of Zoning Appeals grant a variance to Section 24 - 216(a) of the Zoning Ordinance.

The specific variance(s) requested are: Reduce the lot width requirement from 250 feet to a value equal to a setback line 20ft forward on existing dwelling structure as determined by a licensed surveyor.

SEE ATTACHMENT FOR DETAILS

Continue on separate page if necessary

The variance is requested for the following reasons: _____

Continue on separate page if necessary

5. Appeal

The above applicant respectively requests that the Board of Zoning Appeals review the decision made on _____ date.

The following action is requested:

- ☐ an interpretation of Section 24- _____ of the Zoning Ordinance
☐ an interpretation of the Zoning Ordinance map
☐ an appeal of an administrative decision

Explanation of appeal: _____

Has the applicant previously filed an appeal in connection with the property? (If yes, give the date of appeal.) _____

Explanation of purpose to which property will be put: _____

The undersigned declares that the above statements and those contained in any exhibits transmitted to the Board of Zoning Appeals are true.

Applicant Signature: [Signature] Date: 8 Jan 2018

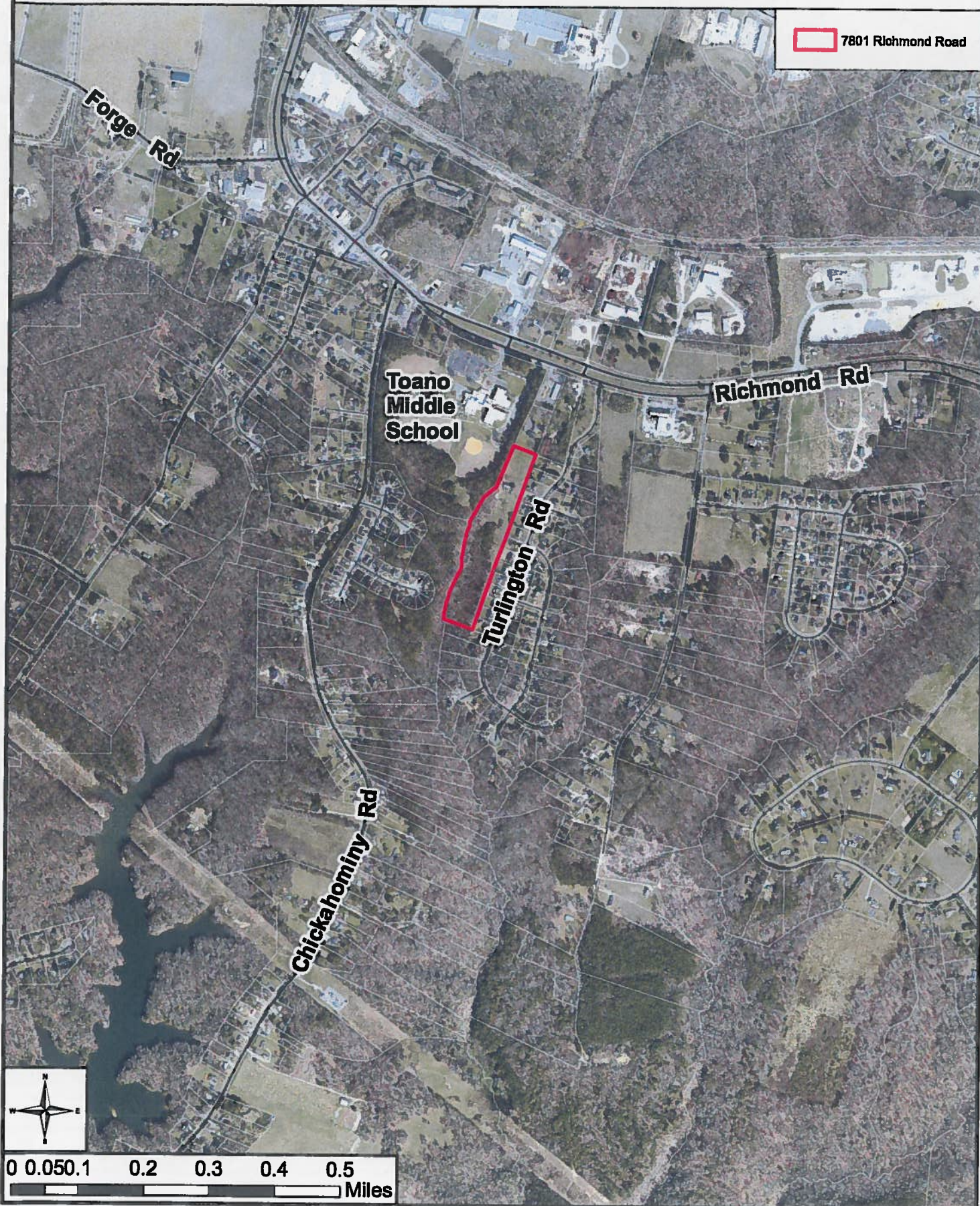
Property Owner Signature: [Signature] Date: 8 Jan 2018

BZA_APP

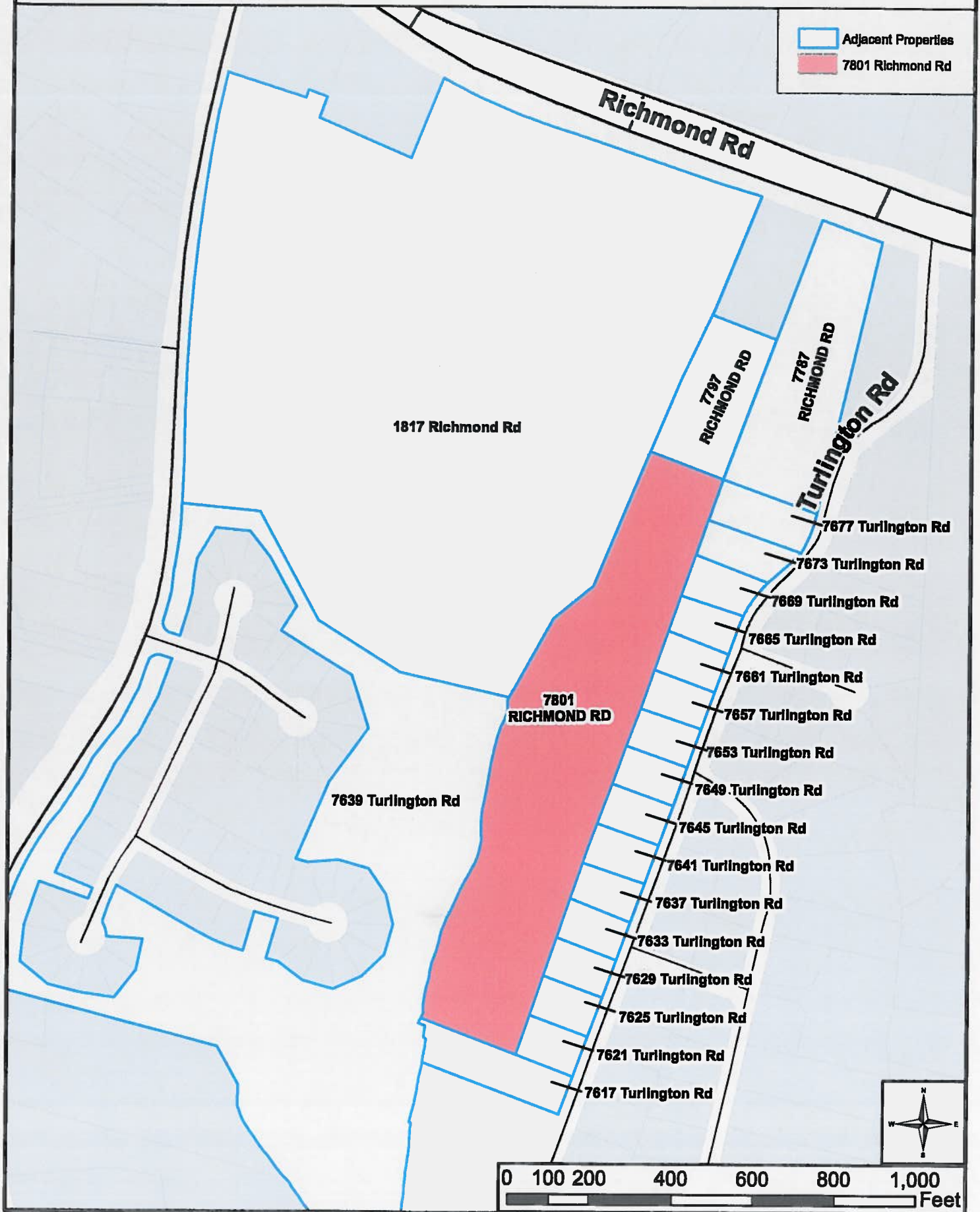
Rev 04_12

ZA-0001-2018, 7801 Richmond Reduce Lot Width

7801 Richmond Road



7801 Richmond Rd Zoning Variance





TOANO MIDDLE SCHOOL,
WILLIAMSBURG-JAMES CITY COUNTY
DEED BOOK 548, PAGE 582
MAP No. (12-4)(01-0-0051)

TAX PARCEL
(22-2)(01-0-0023A)
PARCEL 3
H.C. SAWYER S/D

COLEMAN-ELDER, L.L.C.
INSTRUMENT No. 17-0006919
MAP No. (12-4)(01-0-0049)

FNC. POST FOUND
S51°26'45"W-194'
FROM CORNER

LOT 1, SECTION 1
HUNTER'S CREEK
DARIN LEE SWEDENBORG &
GLENDA HOPE SWEDENBORG
DEED BOOK 626, PAGE 185
MAP No. (22-2)(04-0-0001)

LOT 2, SECTION 1
HUNTER'S CREEK
JENNIFER B. & RICHARD M. SVADEBA
INSTRUMENT No. 09-0033612
MAP No. (22-2)(04-0-0002)

LOT 3, SECTION 1
HUNTER'S CREEK
SCOTT LESTER MILES, TRUSTEE
LOIS ANN MILES, TRUSTEES
INSTRUMENT No. 15-0004435
MAP No. (22-2)(04-0-0003)

LOT 4, SECTION 1
HUNTER'S CREEK
JACQUELINE D. HOWARD
INSTRUMENT No. 10-0016424
MAP No. (22-2)(04-0-0004)

LOT 5, SECTION 1
HUNTER'S CREEK
HEATHER CLARK & JUSTIN HART
INSTRUMENT No. 10-0012814
MAP No. (22-2)(04-0-0005)

LOT 6, SECTION 1
HUNTER'S CREEK
WALKER C. & PAMELA WEBSTER GROGG
INSTRUMENT No. 16-0014300
MAP No. (22-2)(04-0-0006)

LOT 7, SECTION 1
HUNTER'S CREEK
RODNEY D. & JEAN A. BIENFANG
INSTRUMENT No. 15-0013572
MAP No. (22-2)(04-0-0007)



GENERAL NOTES:

1. THE LAND SHOWN HEREON IS NOW IN THE NAME OF WADE K. & CECELIA D. SCHMIDT AS RECORDED IN INSTRUMENT No. 14-0015142 AMONG THE LAND RECORDS OF JAMES CITY COUNTY, VIRGINIA.
2. THE PROPERTY DELINEATED HEREON IS LOCATED ON TAX MAP (22-2), PARCEL (01-0-0023A).
3. THIS SURVEY IS HAS BEEN PREPARED FOR A ZONING VARIANCE REQUEST AND IS NOT TO BE CONSTRUED AS A BOUNDARY SURVEY OF THE PROPERTY.
4. THE INFORMATION SHOWN ON THIS PLAT WAS BASED ON A CURRENT FIELD SURVEY.
5. THIS SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT NECESSARILY INDICATE ALL ENCUMBRANCES ON THE PROPERTY.

ZONING EXHIBIT
OF PROPERTY STANDING IN THE NAME OF
WADE K. & CECELIA D. SCHMIDT

LOCATED OFF OF ROUTE 60 IN TOANO
POWHATAN MAGISTERIAL DISTRICT,
JAMES CITY COUNTY, VIRGINIA
DATE: JANUARY 16, 2018 SCALE: 1" = 100'

KEVIN C. JENNINGS & ASSOCIATES
SURVEYING & MAPPING
P.O. BOX 212
MATTAPONI, VIRGINIA 23110
(804) 785-9411, KJENNINGS11@COX.NET

Explanation of Variance Request

I have better than 5 years of professional CAD experience in other fields and this document has been produced using reputable CAD software, however, nothing in this document has been approved by a professional land surveyor or civil engineer. This document should be of sufficient detail and accuracy to convey the situation for consideration by the board. The lot width requested is the length value of a setback line 20ft forward of the existing dwelling structure. The value of which will be roughly 196ft. This value will be calculated and documented buy a licensed land surveyor. The updated property plat will be submitted to the county upon completion if the variance is approved.

This property was purchased the fall of 2014 as a a residence for my family. The 1100SqFt dwelling was a bit small for my growing family and a plan of future expansion was major factor in our decision to purchase. Since purchase we have had another child and have another on the way. Having known this dwelling was "legally nonconforming" and therefore un-expandable, I would have not bought this property. A detailed walk though the zoning ordinance with zoning officer John Rogerson was done to identify options. The results were more limiting factors unique to this property that all pointed to this variance request. The inability to sub-divide is one of such factors.

The following sheet by sheet narrative will further highlight pertinent details of this variance request. Of note is the GIS information underlay is a useful and readily accessible tool, however, it does not posses a high level of accuracy.

Sheet 2:
Shows the Plat with required set backs when the lot was created and upon completion of the dwelling in 1982. Notice the sloping terrain and RPA present in the southern areas of the property. The dwelling location is situated relatively centered on the flatter and readily usable area of the lot.

Sheet 3:
The Zoning ordinance change in **1989** completely excludes the dwelling and the majority of the lots readily usable terrain. Under the new ordinance this lot would have not likely been created.

Sheet 4:
Depicts new setback purposed in this variance.

Sheet 5:
A large scale view shows factors of the purposed setback line. Many factors being consider in expanding the dwelling in the most efficient and economical way. The existing septic system must have adequate clearance. The existing structures ability to handle additional loads as required. The existing as built conditions and meshing with that. The blue GIS dwelling representation includes a deck and roofing structure at the rear of the structure that was unsound and removed upon purchase. Cross hatched outline of existing building footprint to scale. The green area represents the dwellings 1100SqFt living area and is the only area to be retained with expansion. Remaining existing footprint area comprised of the carport and porch that are not of good repair.

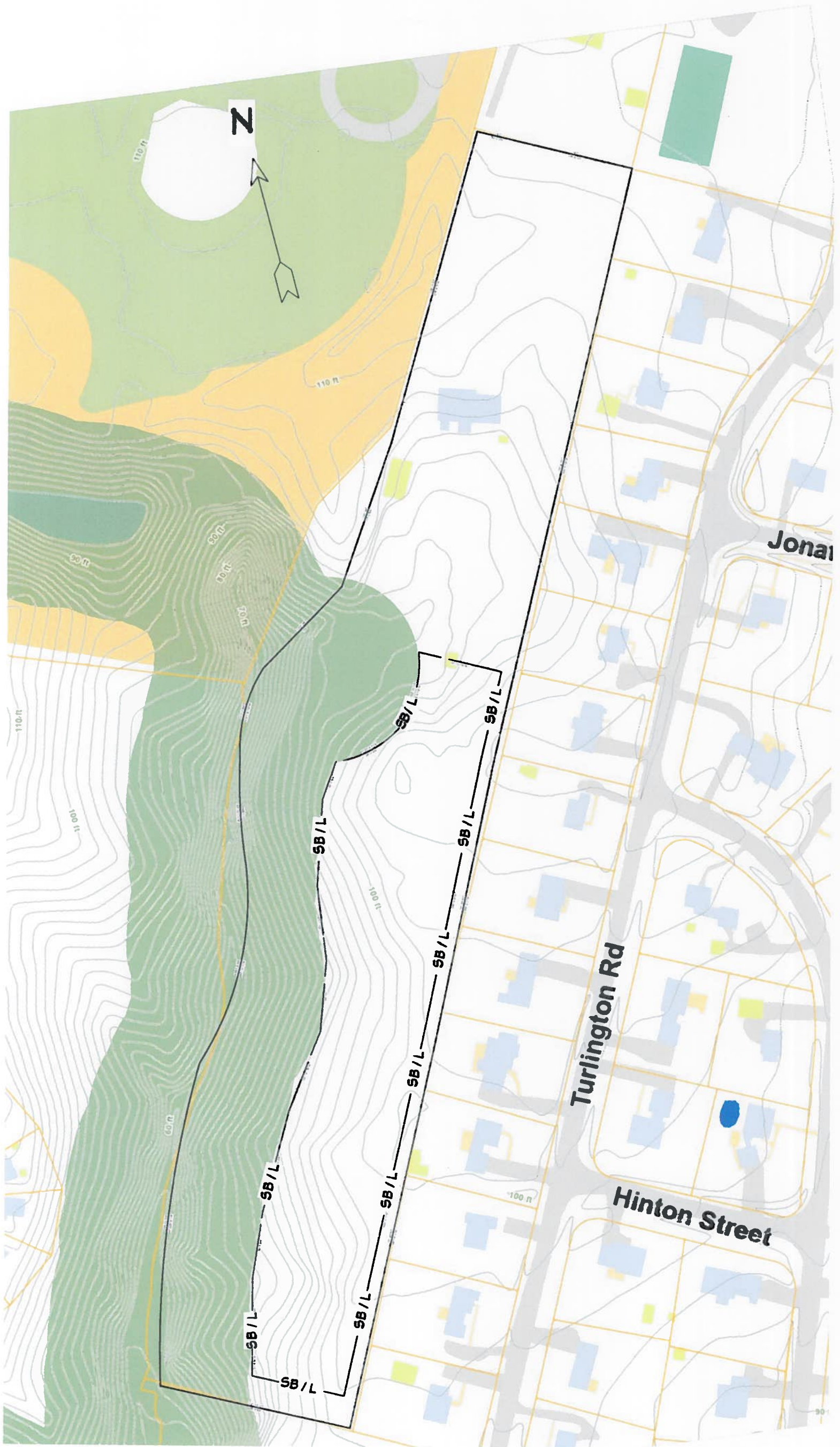
Sheet 6:
An example of economical dwelling expansion under consideration if approved. Adding a new 14ft section along the front with porch and a partial half story.

Sheet 7:
This is the only recorder PLAT in the county records that has been located. Plat is from the initial subdivision of the lot and does not show the dwelling completed in 1982. Notice the property has a 50ft access easement and does not abut Richmond Road. While exploring options in the zoning ordinance this fact makes my lot not able to be subdivided. That fact means i don't have the option of building another dwelling in the ordinance allowed area.

- Summary:
- 1) Granting of this variance will alleviate a hardship and unreasonable restriction arising from a physical condition of the property.
 - 2) The physical condition of the property existed when the ordinance was passed.
 - 3) The property was acquired in good faith.
 - 4) The hardship was not created by me.
 - 5) Granting the variance will not be a detriment to adjacent properties or nearby properties.
 - 6) The condition or situation is not of so general or recurring nature as to make reasonably practical the formulation of a general regulation to be adopted as an amendment to the ordinance.
 - 7) Granting the variance does not change the use of the property.
 - 8) The relief or remedy sought by this request is not available though a special exception.
 - 9) The variance is not contrary to the purpose of the ordinance.

Thank You for your consideration.

| | | |
|--|--|---------------------|
| PROJECT: 7801 Richmond Road-Variance Request | PLAT representation when the lot was created in 1979. | SCALE: 1/4"= 30' |
| DRAWN BY: Wade Schmidt (Owner) 7801 Richmond Road Toano, Va 23168 757-817-8639 | Lot width requirement = 150' Side yard = 15' Rear yard = 35' | DATE 12/28/17 |
| | | SHEET: 1 of 7 |
| | | Rev: - |



PROJECT:
7801 Richmond Road-Variance
Request

DRAWN BY:
Wade Schmidt (Owner)
7801 Richmond Road
Toano, Va 23168
757-817-8639

PLAT representation of 1989 Zoning Ordinance change from 150' to
250' lot width requirement.

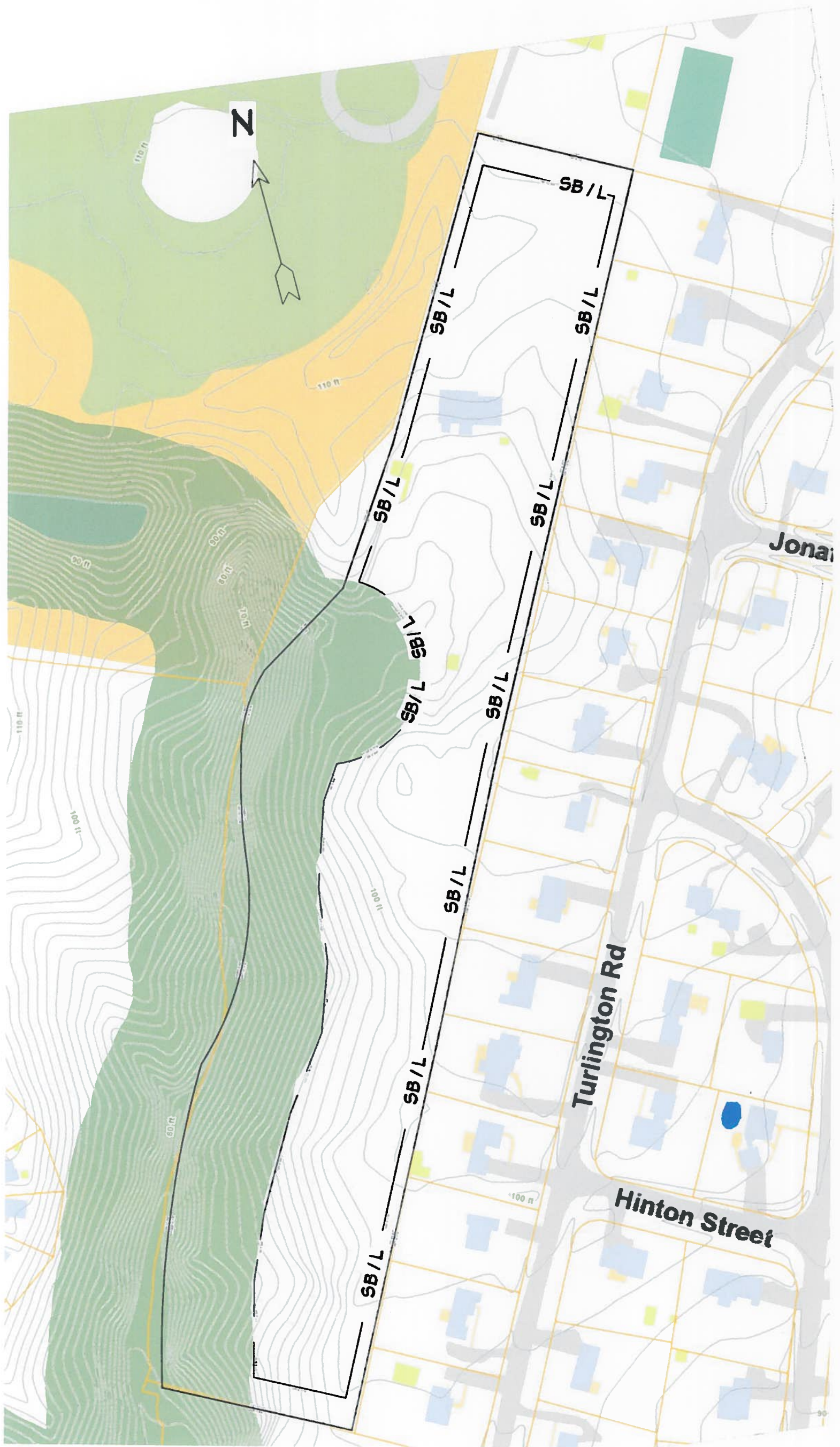
Lot width requirement = 250'
Side yard = 15'
Rear yard = 35'

SCALE:
1/4" = 30'

DATE
12/28/17

SHEET:
3 of 7

Rev: -



PROJECT:
7801 Richmond Road-Variance
Request

DRAWN BY:
Wade Schmidt (Owner)
7801 Richmond Road
Toano, Va 23168
757-817-8639

PLAT representation when the lot was created in 1979.

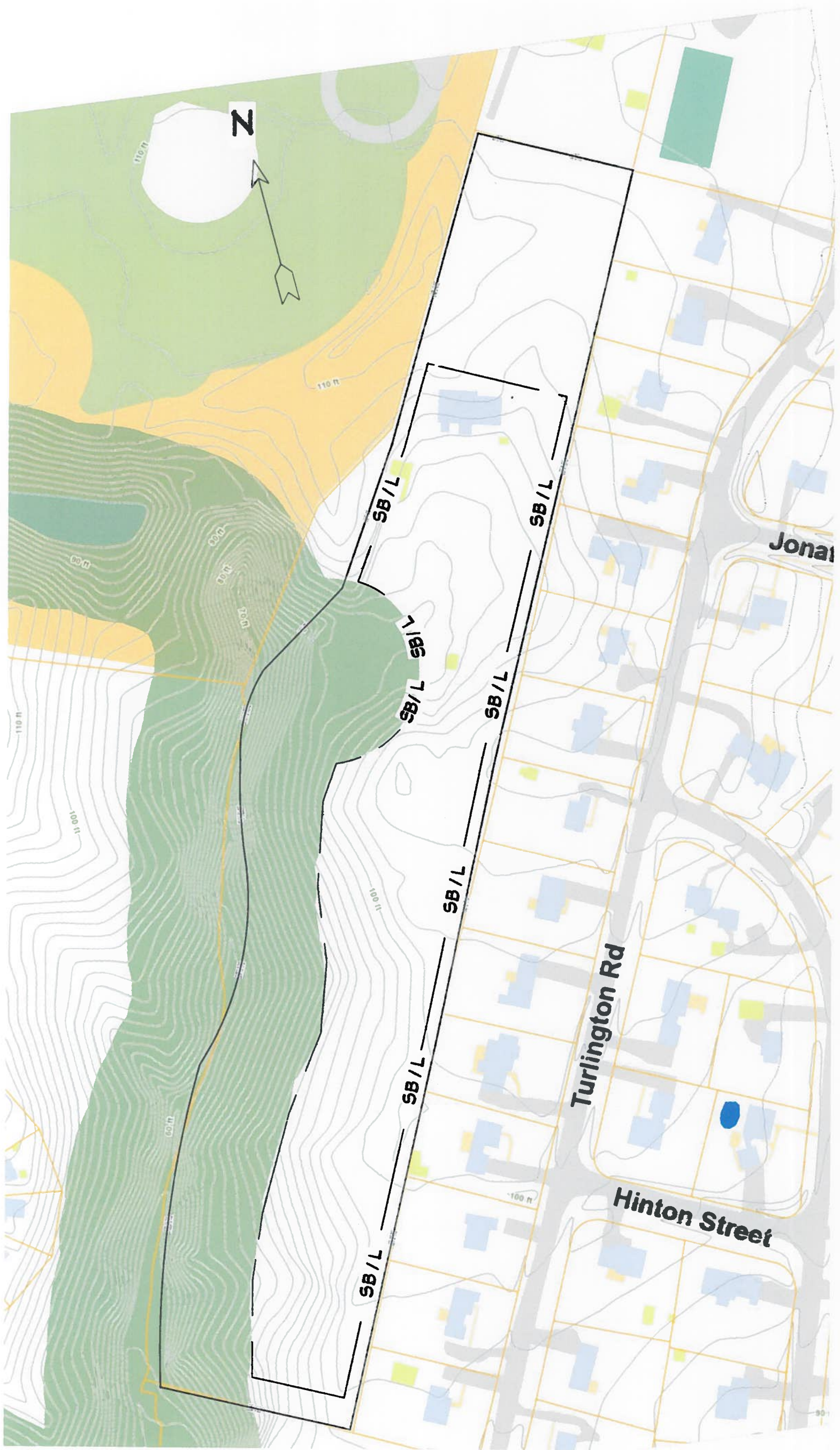
Lot width requirement = 150'
Side yard = 15'
Rear yard = 35'

SCALE:
1/4" = 30'

DATE
12/28/17

SHEET:
2 of 7

Rev: -



PROJECT:
7801 Richmond Road-Variance
Request

DRAWN BY:
Wade Schmidt (Owner)
7801 Richmond Road
Toano, Va 23168
757-817-8639

PLAT representation of Zoning Variance to lot width requirement.

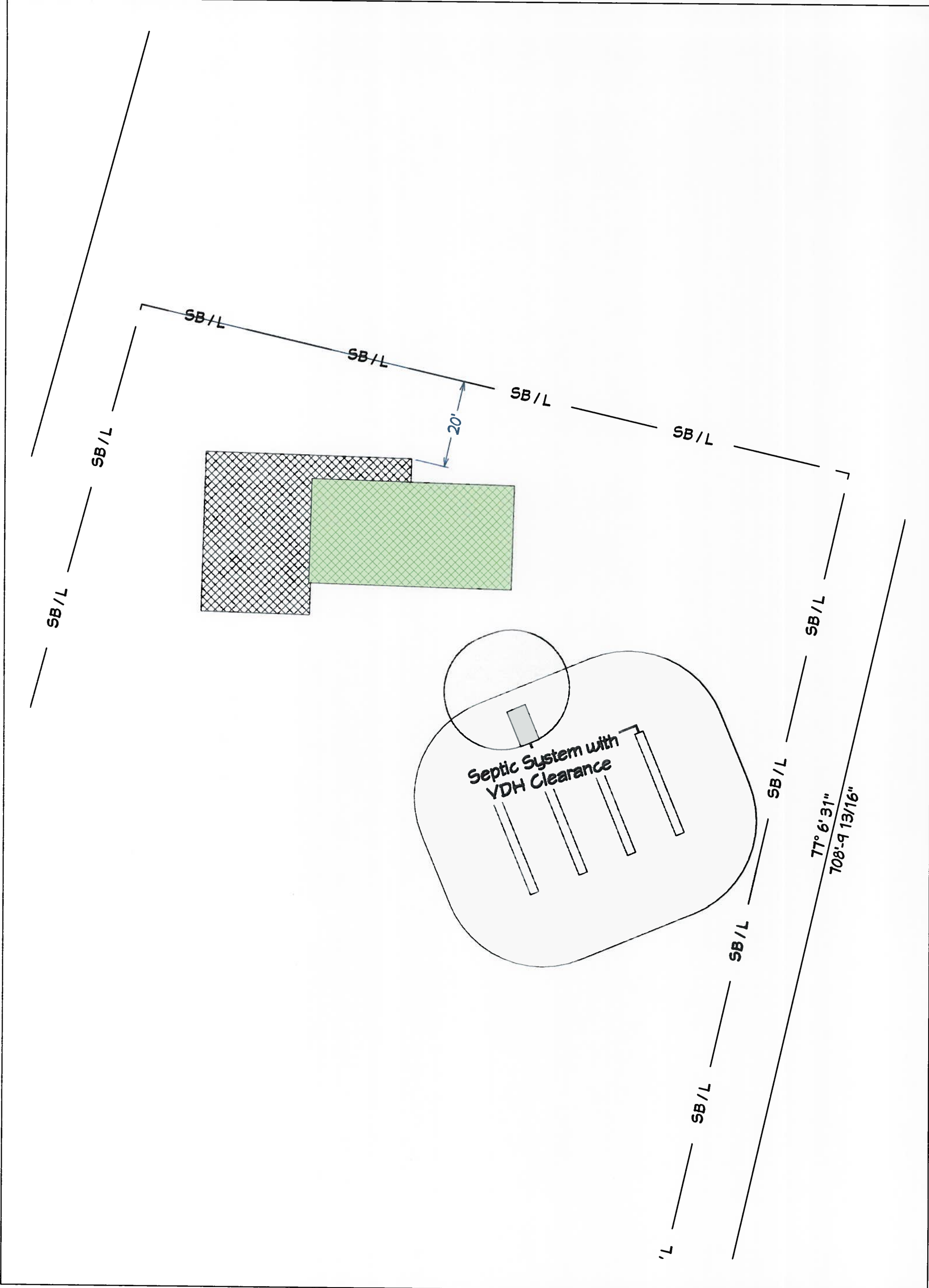
Lot width variance requested = Setback 20' in forward of existing
dwelling (~196ft)
Side yard = 15'
Rear yard = 35'

SCALE:
1/4" = 30'

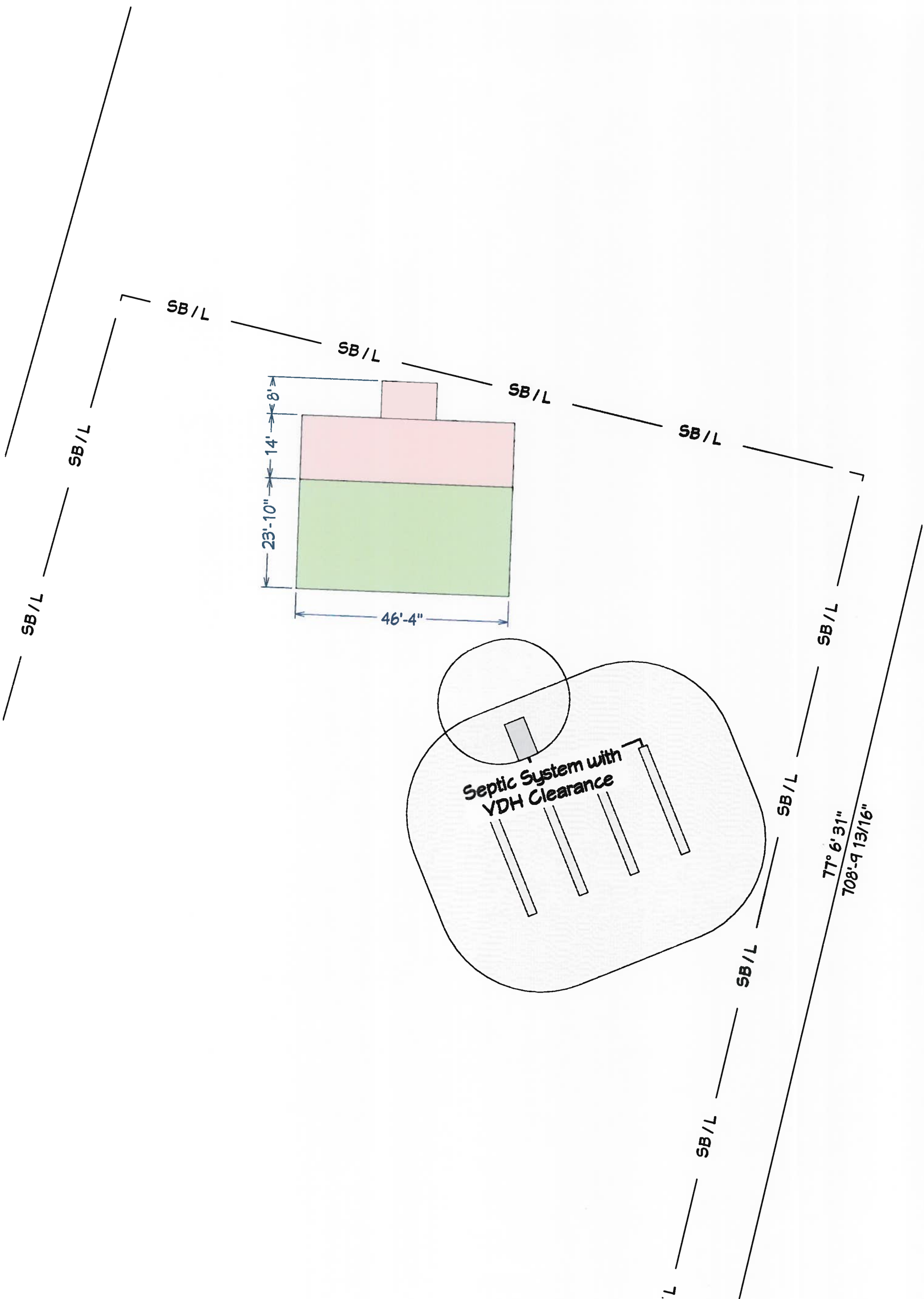
DATE
12/28/17

SHEET:
4 of 7

Rev: -



| | | |
|---|---|---------------------------------|
| <div>PROJECT: 7801 Richmond Road-Variance Request</div> | <div>PLAT representation of requested Zoning Variance to required lot width.</div> <div>Lot width variance requested = 20ft forward of existing dwelling (~196ft)</div> <div>Side yard = 15'</div> <div>Rear yard = 35'</div> | <div>SCALE: 1/4" = 5'</div> |
| <div>DRAWN BY: Wade Schmidt (Owner) 7801 Richmond Road Toano, Va 23168 757-817-8639</div> | | <div>DATE 12/28/17</div> |
| | | <div>SHEET: 5 of 7</div> |
| | | <div>Rev: -</div> |



PROJECT:
7801 Richmond Road-Variance
Request

DRAWN BY:
Wade Schmidt (Owner)
7801 Richmond Road
Toano, Va 23168
757-817-8639

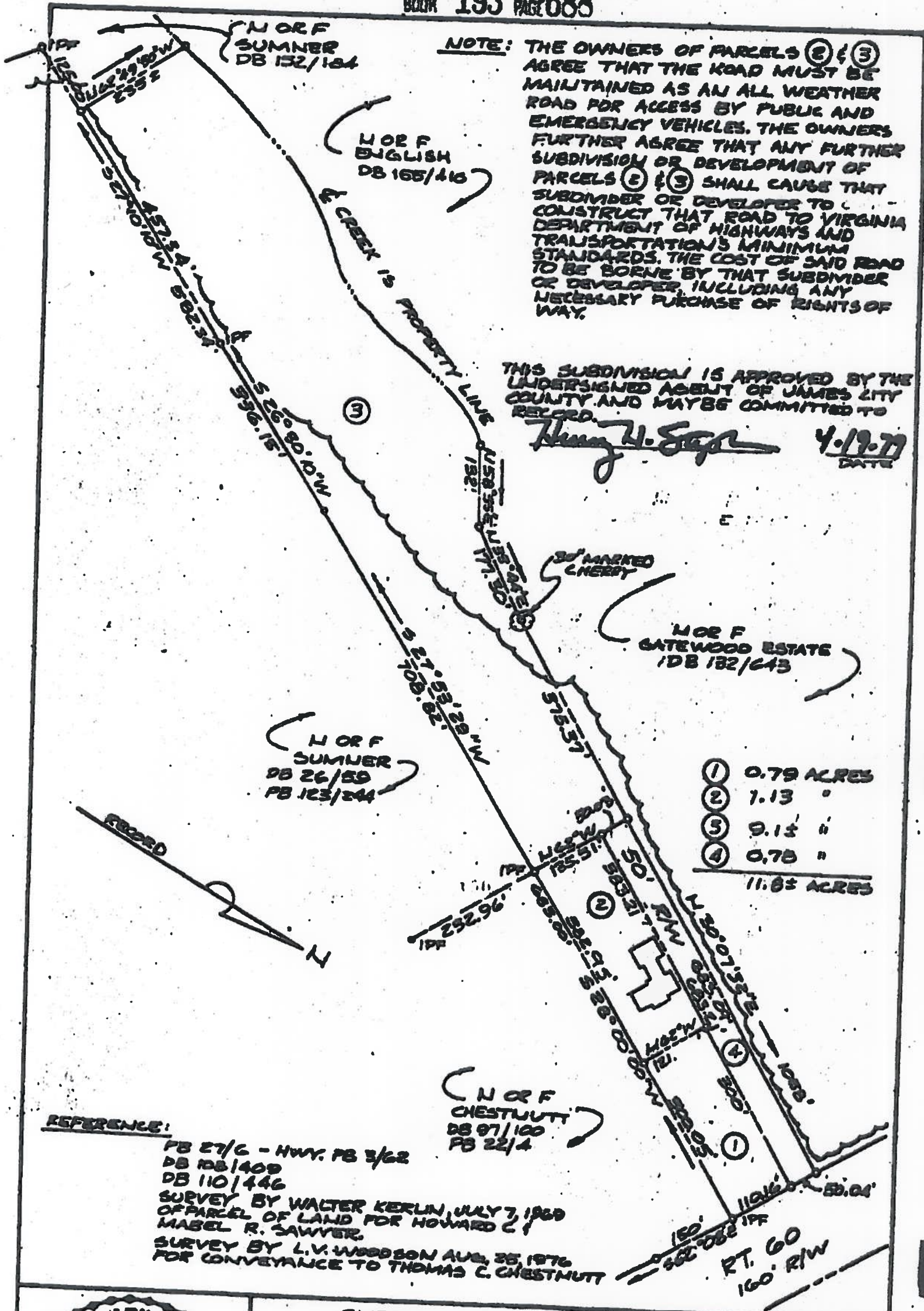
PLAT representation of requested Zoning Variance with perspective dwelling modification example.
Lot width variance requested = **194.2'** (20' forward of existing dwelling to be determined by licensed surveyor and documented on new PLAT submitted to county upon variance approval)
Side yard = 15'
Rear yard = 35'

SCALE:
1/4" = 5'

DATE
12/28/17

SHEET:
6 of 7

Rev: -



| | |
|--|-------------------------|
| SUBDIVISION OF PROPERTY OF HOWARD C. AND MABEL R. SAWYER | |
| TOWHATAN DISTRICT | JAMES CITY CO, VIRGINIA |
| Small Engineering, Inc. P.O. Box 69, Barhamsville, Va. 23011 Phone: 804/384-3819 | |
| Scale: 1" = 200' | Date: APRIL 1979 |
| Job: C 10 | |

| | | |
|---|--|-------------------------|
| PROJECT: 7801 Richmond Road-Variance Request | Only recorded PLAT found in the county records from initial lot subdivision. | SCALE: - |
| DRAWN BY: Wade Schmidt (Owner) 7801 Richmond Road Toano, Va 23168 757-817-8639 | | DATE 12/28/17 |
| | | SHEET: 7 of 7 |

Rev: -

ITEM SUMMARY

DATE: 3/1/2018

TO: The Board of Zoning Appeals

FROM: Christy H. Parrish, Secretary

SUBJECT: February 1, 2018, Meeting Minutes

ATTACHMENTS:

| | Description | Type |
|---|-----------------------------------|---------|
| 📎 | February 1, 2018, Meeting Minutes | Minutes |

REVIEWERS:

| Department | Reviewer | Action | Date |
|--------------------------------------|----------------|----------|----------------------|
| Board of Zoning Appeals Secretary | Secretary, BZA | Approved | 2/21/2018 - 12:11 PM |
| Publication Management | Burcham, Nan | Approved | 2/21/2018 - 1:36 PM |
| Board of Zoning Appeals Secretary | Secretary, BZA | Approved | 2/23/2018 - 8:40 AM |

MINUTES
JAMES CITY COUNTY BOARD OF ZONING APPEALS
REGULAR MEETING
James City County Government Center, Building A Large Conference Room
February 1, 2018
5:00 PM

A. CALL TO ORDER

Mr. William Geib called the meeting to order at 5:01 p.m.

B. ROLL CALL

Ms. Christy Parrish called the roll:

Present:

Mr. William Geib

Mr. David Otey, Jr.

Mr. Marvin Rhodes

Mr. Stephen Rodgers

Absent:

Mr. Ron Campana, Jr.

Staff Present:

Ms. Christy Parrish, Zoning Administrator

C. OLD BUSINESS

D. NEW BUSINESS

1. Board of Zoning Appeals 2018 Meeting Schedule

Ms. Christy Parrish presented the proposed 2018 meeting schedule. The meetings are proposed for the first Thursday of the month at 5:00 p.m.

Mr. Geib motioned to adopt the meeting schedule as presented.

On a voice vote, the Board voted to adopt the 2018 meeting schedule as presented (4-0).

E. MINUTES

1. December 7, 2017, Meeting Minutes

Mr. Geib asked if anyone had any comments or corrections to the December 7, 2017, meeting minutes.

After hearing none, Mr. Otey motioned to approve the minutes as presented.

On a voice vote, the Board voted to approve the December 7, 2017, minutes (4-0).

F. MATTERS OF SPECIAL PRIVILEGE

1. Election of Officers for 2018

Ms. Parrish stated that Mr. Campana had contacted her and recommended electing Mr. Geib as Chairman and Mr. Rodgers as Vice Chairman if they agreed for 2018.

After discussion, Mr. Rodgers nominated Mr. Geib for Chairman.

On a voice vote, the Board elected Mr. Geib as Chairman for 2018 (4-0).

Mr. Otey nominated Mr. Rodgers for Vice Chairman.

On a voice vote, the Board elected Mr. Rodgers as Vice Chairman for 2018 (4-0).

G. ADJOURNMENT

There being no further business, Mr. Geib adjourned the meeting at 5:08.

William Geib, Vice Chairman

Christy H. Parrish, Secretary