



Town of Hilton Head Island  
**Board of Zoning Appeals**  
**Special Meeting**  
**Thursday, October 29, 2020 – 1:00 p.m.**  
**AGENDA**

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In accordance with the Town of Hilton Head Island Municipal Code Section 2-5-15, this meeting is being conducted virtually and can be viewed live on the Town's Public Meeting Facebook Page at <https://www.facebook.com/townofhiltonheadislandmeetings/>. Following the meeting, the video record will be made available on the Town's website at <https://www.hiltonheadislandsc.gov/>.

1. **Call to Order**
2. **FOIA Compliance** – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Welcome and Introduction to Board Procedures**
6. **Approval of Agenda**
7. **Citizen Comments**
8. **Requests for Postponement Approved by the BZA Chairman** – The cases listed below have been granted a postponement by the BZA Chairman and placed on the agenda to establish an original hearing date for the request. No action will be taken by the Board at this time.
  - VAR-001894-2020 – 25 Sandcastle Court
9. **New Business**
  - a. **Public Hearing**  
**VAR-000352-2020** – Request from James Schwamman for a variance from LMO Sections 16-5-102, Setback Standards and 16-5-103, Buffer Standards to allow an existing patio to encroach in the adjacent use setback and buffer. The property is located at 13 Sandcastle Court and has a parcel number of R511 009 000 1109 0000. *Presented by Missy Luick*
  - b. **Public Hearing**  
**VAR-001870-2020** – Request from George F. Zitlaw, Jr. for a variance from 15-5-102, Setback Standards, 16-5-103, Buffer Standards and 16-5-113 Fence and Wall standards, to allow a retaining wall, patio and fence to remain in the adjacent use setback and buffer. The property address is 123 Sandcastle Court with a parcel number of R511 009 000 1154 0000. *Presented by Tyler Newman*

c. **Public Hearing**

**VAR-001875-2020** – Request from Eric Schnider for a variance from 15-5-102, Setback Standards, 16-5-103, Buffer Standards and 16-5-113 Fence and Wall standards, to allow a retaining wall, patio and fence to remain in the adjacent use setback and buffer. The property address is 119 Sandcastle Court with a parcel number of R511 009 000 1152 0000.  
*Presented by Tyler Newman*

d. **Public Hearing**

**VAR-001935-2020** – Request from Reza Kajbaf for a variance from 15-5-102, Setback Standards, 16-5-103, Buffer Standards and 16-5-113 Fence and Wall standards, to allow a retaining wall, patio and fence to remain in the adjacent use setback and buffer. The property address is 105 Sandcastle Court with a parcel number of R511 009 000 1145 0000.  
*Presented by Missy Luick*

**10. Adjournment**

Public comments concerning agenda items can be submitted electronically via the Open Town Hall HHI portal at <https://hiltonheadislandsc.gov/opentownhall/>. The portal will close at 4:30 p.m. on Wednesday, October 28, 2020. All comments submitted through the portal will be provided to the Board for review and made part of the official record. Citizens who wish to comment on agenda items during the meeting by phone must contact the Board Secretary at 843-341-4684 not later than 12:00 p.m. on Wednesday, October 28, 2020.

**Please note that a quorum of Town Council may result if four (4) or more of their members attend this meeting.**