



Town of Hilton Head Island  
**Board of Zoning Appeals Meeting**  
**Monday, January 25, 2021 – 2:30 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. **Swearing in Ceremony for New Board Member David Fingerhut** – *Performed by Josh Gruber, Interim Town Manager*
4. **Roll Call**
5. **Welcome and Introduction to Board Procedures**
6. **Approval of Agenda**
7. **Approval of Minutes**
  - a. December 14, 2020 Regular Meeting
8. **Appearance by Citizens**
9. **Unfinished Business – None**
10. **New Business**
  - a. **Motion for Postponement by Jennifer Miotto for VAR-001983-2020 (27 Sandcastle Court)**
  - b. **Public Hearing**  
**VAR-001875-2020** – Request from Eric Schnider for a variance from 16-5-103, Buffer Standards for a 15' reduction from the required 20' Adjacent Use Buffer. The property address is 119 Sandcastle Court with a parcel number of R511 009 000 1152 0000.
  - c. **Public Hearing**  
**VAR-001870-2020** – Request from George F. Zitlaw, Jr. for a variance from 16-5-103, Buffer Standards for a 15' reduction from the required 20' Adjacent Use Buffer. The

property address is 123 Sandcastle Court with a parcel number of R511 009 000 1154 0000.

**d. Public Hearing**

**VAR-001894-2020** – Request from Brian Ritchey for a variance from 15-5-102, Setback Standards, 16-5-103, Buffer Standards and 16-5-113 Fence and Wall standards, to allow an existing patio to remain and proposed fence to be added in the adjacent use setback and buffer. The property address is 25 Sandcastle Court with a parcel number of R511 009 000 1115 0000.

**e. Public Hearing**

**VAR-001983-2020** – Request from Jennifer Miotto for a variance from 15-5-102, Setback Standards, 16-5-103, Buffer Standards and 16-5-113 Fence and Wall standards, to allow an existing patio and retaining wall to remain in the adjacent use setback and buffer. The property address is 27 Sandcastle Court with a parcel number of R511 009 000 1116 0000.

**11. Board Business**

**12. Staff Reports**

- a. Update on proposed LMO amendments that address waivers issued by Staff
- b. Update on Board Training
- c. Waiver Report
- d. Update on Pending Appeals to Circuit Court

**13. Executive Session**

- a. **Legal Matters:** Receipt of legal advice related to pending appeals filed with Circuit Court concerning the variance applications of certain property owners of Sandcastles by the Sea subdivision.

**14. Possible action by the BZA as a result of Executive Session**

**15. 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 2 hours before the meeting. Public 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 no later than 2 hours before the meeting.

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