

**THE TOWN OF HILTON HEAD ISLAND
CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS MINUTES**

Date of Meeting: Tuesday, February 27, 2018

Members Present: Marc Ellis, Randy May, Joe Nix, Jay Owen, Robert Zinn

Members Absent: Neil Gordon, Ling Graves, Frank Guidobono, Michael Lynes, Robert Tanner

Town Staff Present: Chris Yates, *Building Official*; Shawn Colin, *Deputy Director Community Development*

1. Call to Order

Chairman Owen called the meeting to order at 5:33 p.m.

2. FOIA Compliance

Public notification of this meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Wireless Telephone Usage Please turn off all wireless devices so as not to interrupt the meeting.

4. Approval of Agenda. The agenda was approved by general consent.

5. Approval of Minutes. The minutes of August 22, 2017 were approved as presented.

6. Appearance by Citizens on Items Unrelated to Today's Agenda. None

7. Unfinished Business. None

8. New Business.

PUBLIC HEARING

APL-000315-2018

7 Sam Frazier Retreat. Mr. Josa Ramos is appealing a Notice of Violation for the unpermitted structure being used for unlawful habitation, located at 7 Sam Frazier Retreat Hilton Head Island SC 29926. The Notice of Violation was issued pursuant to section 114.1 (Unlawful Acts) of the International Building Code (IBC).

Mr. Patrick J.T. Kelley, P.C. presented the appeal on behalf of Mr. Ramos.

Mr. Kelley reported on the history of this property, the structure in question and the need for Mr. Ramos to remain on this property due to financial constraints.

Mr. Yates began his presentation by reading the timeline of events performed by Town Staff at this property.

After much discussion regarding flood elevation, electric meters and the building code the Chairman asked for a motion.

Mr. Nix made a motion the Board have further discussion on this appeal. Mr. Ellis seconded the motion. The motion passed unanimously.

Mr. Zinn made a motion that the Construction Board of Adjustments and Appeal concur with the Building Official's determination that the Illegal Non-Conforming structure located at 7 Sam Frazier Retreat, Hilton Head Island is an unpermitted structure that is being unlawfully used for habitation in violation of the Code. Mr. Ellis seconded the motion. The motion passed unanimously.

9. Adjournment.

There being no further business, the meeting adjourned at 6:40 p.m.

Submitted by Eileen Wilson, Senior Administrative Assistant

Approved by: 4/24/2018
Jay Owen, Chairman