



PENDLETON

SOUTH CAROLINA

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Town of Pendleton Board of Zoning Appeals
Regular Meeting
January 8, 2009
6:00 pm Town Hall

MINUTES

Members Present: Lon Abrams, Jennifer Crenshaw, Tonnie Jackson

Members Absent: Ted Mauro, Rob Silance

Staff Present: Kris Kurjiaka

1. Opening Comments, Establishment of a Quorum

With the absence of Chairperson Ted Mauro, Lon Abrams called the meeting to order at 6:08 pm. He noted that Mr. Mauro and Mr. Silance were absent from the meeting. With 3 of 5 members present, **a quorum was established.**

2. Approval of Minutes from April 22, 2008 Regular Meeting

Mr. Abrams asked if anyone had any comments regarding the minutes from April 22nd. No comments were made.

Mr. Abrams called for a motion to approve the April 22, 2008 Regular Meeting minutes. Ms. Crenshaw made a **motion to approve the minutes**, and Ms. Jackson **seconded the motion**. The motion passed unanimously with a vote of 3-0.

3. New Business

a) Discussion and approval of By-Laws

Mr. Abrams opened discussion regarding the By-Laws that were included with the Board of Zoning Appeals packet that was sent out to the members of the board.

Mr. Kurjiaka stated that the By-Laws were about the same as the Board of Zoning Appeals By-Laws adopted previously.



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Ms. Crenshaw stated that she did not see anything that needed to be changed. All members were in agreement.

Mr. Abrams called for a motion to approve the Board of Zoning Appeals By-Laws. Ms. Crenshaw made a **motion to approve the By-Laws**, and Ms. Jackson **seconded the motion**. The motion passed unanimously with a vote of 3-0.

Mr. Abrams stated that the nominations for the positions of Chairperson, Vice Chairperson, and Secretary must be taken and votes cast to fill these positions.

Ms. Crenshaw nominated Mr. Mauro for the position of Chairperson, stating that he seemed comfortable in that position.

Mr. Abrams asked if anyone would like to nominate someone else. No one responded.

Mr. Abrams called for a motion to award the position of Chairperson to Mr. Mauro. Ms. Crenshaw made a **motion to elect Mr. Mauro as Chairperson**, and Ms. Jackson **seconded the motion**. Mr. Mauro was unanimously voted as Chairperson of the Board of Zoning Appeals by a 3-0 vote.

Mr. Abrams asked if any members would like to nominate someone for the positions of Vice Chairperson.

Ms. Crenshaw nominated Mr. Abrams for the position of Vice Chairperson.

Mr. Abrams asked if anyone would like to nominate someone else. No one responded.

Mr. Abrams called for a motion to award the position of Vice Chairperson to Mr. Abrams. Ms. Crenshaw made a **motion to elect Mr. Abrams as Chairperson**, and Ms. Jackson **seconded the motion**. Mr. Abrams was unanimously voted as Chairperson of the Board of Zoning Appeals by a 3-0 vote.

Mr. Abrams stated that the position of Secretary was generally filled by someone on Town Staff. Mr. Abrams offered his nomination of Mr. Kurjiaka, who started working as the Town Planner in May, for the position of Secretary. He asked if any members would like to nominate someone else for the position. No one responded.

Mr. Abrams called for a motion to award the position of Secretary to Mr. Kurjiaka. Ms. Crenshaw made a **motion to elect Mr. Kurjiaka as Secretary** of the Board of Zoning Appeals, and Ms. Jackson **seconded the motion**. Mr. Kurjiaka was unanimously voted as Secretary of the Board of Zoning Appeals by a 3-0 vote.



Mr. Abrams asked if anyone had any issues with the time and dates that the quarterly meeting for the Board of Zoning Appeals were being held.

Mr. Kurjiaka stated that the having the meetings on a quarterly basis could be difficult for people looking to get items on the agenda. A regular schedule that included meeting every month would allow a predictable for citizens and developers and would remove the difficulty of getting the Board together for a called meeting. Submittal deadlines were generally two weeks previous to the meeting, and if nothing had been submitted for a meeting, then Mr. Kurjiaka would send out a cancellation notice for the meeting.

Ms. Jackson stated that having monthly meetings would also make it easier to set up her schedule, as she would not have to scramble to meet her obligations as would be necessary with calling a meeting.

Mr. Abrams asked if there were any preferences as far as time or day of the week to hold the meetings. All members stated that the current time and day worked well.

Mr. Abrams called for a motion to have meetings on a monthly basis. Ms. Jackson made a **motion to have meetings once a month on the second Thursday of the month at 6:00pm**. Ms. Crenshaw **seconded the motion**. The motion to have a meetings on once a month on the second Thursday of the month at 6:00 pm was approved unanimously by a 3-0 vote.

b) Training Requirements

Mr. Abrams stated that a listing of training opportunities was included with the BOZA packets. He asked if there were any recommendations on which session should be attended or which topic seemed best.

Mr. Kurjiaka stated that each member of the Board is required to attend three hours of training each year. One of the courses on the listing would meet that requirement. He also stated that he would work to get one of the meetings held at Town Hall, however he still need to know which topic would be preferred.

Ms. Crenshaw stated that she thought the “Economic Development for Small Towns” seemed like an interesting topic. All members agreed.

Mr. Kurjiaka stated that he would attempt to get the ACOG to hold that specific training session in Pendleton.

4. Adjourn



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With no more business left, Mr. Abrams called for a motion to adjourn. Ms. Crenshaw made the **motion to adjourn** and Ms. Jackson **seconded the motion**. The motion passed with a unanimous vote of 3-0. The meeting adjourned at 6:28 pm.