



TO: All Board of Zoning Appeals Applicants

Attached is the BZA application, along with additional information concerning The Board and hardship criteria.

Please note that all requested information on the form specific to your request must be **completed in full. Incomplete applications may not be considered by The Board.**

Form 1 – Complete for all requests. If the owner does not sign as the applicant; the owner must sign under Designation of Agent.

Form 2 – if requesting an Appeal from Action of the Zoning Administrator

Form 3 – if requesting Variance

Form 4 – if requesting Special Exception

A fee of **\$250.00** is required at the time of submission.

The submission and meeting dates are listed below:

2nd Thursday of Month

6:00 p.m. Board of Zoning Appeals

Submittal Date	Meeting Date
December 11, 2020	January 14, 2021
January 15, 2021	February 11, 2021
February 12, 2021	March 11, 2021
March 12, 2021	April 8, 2021
April 9, 2021	May 13, 2021
May 14, 2021	June 10, 2021
June 11, 2021	July 8, 2021
July 9, 2021	August 12, 2021
August 13, 2021	September 9, 2021
September 10, 2021	October 14, 2021
October 15, 2021	November 4, 2021 (First Thursday)
November 12, 2021	December 9, 2021

*Please do **not** submit requests for a meeting date that you will be unavailable unless you have a representative attend for you. Any requests for deferment would need to be made before The Board on the scheduled meeting date.*

Notice of Appeal - Form 1 Board of Zoning Appeals

Date Filed: _____ Permit Application No. _____ Appeal No. _____

Instructions

This form must be completed for a hearing on **appeal** from action of a zoning official, application for a **variance** or application for **special exception**. Entries must be printed or typewritten. If the application is on behalf of the property owner(s), all owners must sign. If the applicant is not an owner, the owner(s) must sign the Designation of Agent. An accurate, legible plot plan showing property dimensions and locations of structures and improvements must be attached to an application for variance or special exception.

THE APPLICANT HEREBY APPEALS [indicate one]:

- from action of a zoning official as stated on attached Form 2
- for a variance as stated on attached Form 3.
- for a special exception as stated on attached Form 4.

APPLICANT(S) [print] D4 Partners

Address: 450 Meeting St, Charleston, SC 29403

Telephone: 843-958-0340 [work] _____ [home]

Interest: Owner Owner(s): Dane Derbyshire Adjacent Owner(s); Other: _____

OWNER(S) [if other than Applicant(s)]: _____

Address: _____

Telephone: _____ [work] _____ home]

[Use reverse side if more space is needed.]

PROPERTY ADDRESS: 2118 Ion Ave

Lot _____ Block _____ Subdivision _____

Tax Map No. 529-09-00-022 Plat Book _____ Page _____

Lot Dimensions: _____ Area: _____

Zoning District: 101- RESID-SFR Zoning Map Page: _____

DESIGNATION OF AGENT [complete only if owner is not applicant]: I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this application.

Date: _____

Owner signature(s)

I (we) certify that the information in this application and the attached Form 2, 3 or 4 is correct.

Date: 1/11/24



Applicant signature(s)

Special Exception Application - Form 4
Board of Zoning Appeals

Date Filed: _____ Permit Application No. _____ Appeal No. _____

1. Applicant hereby appeals to the board of zoning appeals for a special exception for use of the property described in the Notice of Appeals [Form 1] as: _____
Surface Parking

which is a permitted special exception under the district regulation in Section 21-50.C (4) of the zoning ordinance.


2. Applicant will meet the standards in Section 21-43 of the zoning ordinance which are applicable to the proposed special exception in the following manner:
Section 21-143 (D) of the zoning code describes the specific requirements for parking within the CC-Community Commercial District

3. Applicant suggests that the following conditions be imposed to meet the standards in the zoning ordinance: N/A there are specific conditions within the zoning code for that request

4. The following documents are submitted in support of this application: _____
We have submitted full plans showing the proposed improvements for review.

[A plot plan must be submitted.]

Date: 1/11/24



Applicant signature

Checklist for Zoning Appeals

Step	Action Required	Time	After
1. Notice of appeal to Board	File appeal form with zoning official and board secretary [Forms 1 and 2, 3 or 4]	Time set by rules or ordinance - if not, then 30 days	Actual notice of action
2. Set Board hearing	Board sets hearing date	Reasonable time	Appeal filed
3. Notice of hearing	Publish in newspaper and notify parties in interest	15 days	Prior to hearing
4. Board decision	Board conducts hearing and makes written decision with findings of fact and conclusions [Form 5, 6 or 7]	Reasonable time or as set by rules	Hearing
5. File decision	Serve on parties in interest by certified mail - retain as permanent public record	Immediately	Decision rendered
6(a). Appeal to circuit court	File petition with clerk of court stating grounds of appeal - copy to board desirable	30 days	Decision of board is mailed
6(b). Appeal to circuit court	Property owner elects to file notice of appeal with mediation request	30 days	Decision of board is postmarked
7. Notice by clerk of court	Notify board secretary of appeal	Immediately	Petition is filed
8. File record	Board secretary files certified copy of proceedings, transcript, evidence and decision with clerk. Board attorney may file a return and serve on opposing counsel with copy of certified record.	30 days	Notice from clerk
9. Hear appeal	Circuit court sets hearing at next term of court (probably will not be set until reached according to filing number)	10-day notice	During term of court
10. Appeal to state appellate courts	Serve and file notice of appeal	30 days	Notice of entry of circuit court order



BOARD OF ZONING APPEALS

IN ACCORDANCE WITH **ZONING ORDINANCE SECTION 21-175,**

I Dane Derbyshire HAVE SUBMITTED A COMPLETED BOARD OF ZONING APPEALS APPLICATION, FOR THE MEETING DATE OF February 8, 2024, WHICH WILL BE HELD AT SULLIVAN'S ISLAND TOWN HALL LOCATED AT **2056 MIDDLE STREET, SULLIVAN'S ISLAND, SOUTH CAROLINA.**

ADDITIONALLY, I UNDERSTAND THAT THE BOARD MAY POSTPONE OR PROCEED TO DISPOSE OF A MATTER ON THE RECORD BEFORE IT IN THE ABSENCE OF AN APPEARANCE ON BEHALF OF AN APPLICANT.


APPLICANT SIGNATURE

2/11/24
DATE