

**MINUTES OF THE LANCASTER COUNTY BOARD OF ZONING APPEALS
REGULAR MEETING**

March 5, 2024 at 6:00 PM

1. Roll Call

Board Members present: Quorum is present (4 Board Members)

Frances Liu Keye Jones
Gary Alden Beverly Williams

Absent: Kemesha Lowery, Sheresa Ingram

Staff: Allison Hardin, Development Services Director
Jennifer Bryan, Clerk and Recording Secretary
Ginny Merck-Dupont, County Attorney

Members of the press were notified in advance, but were not present. A notice of public meeting was published in the Lancaster News at least 15 days prior to the meeting. The Agenda was posted on the County website, and posted in the lobby of the administration Building one week prior to the meeting. A copy of the agenda is on file.

2. Call to Order

Chair Liu called the public meeting to order at 6:00 p.m.

3. Approval of Agenda

Keye Jones moved to Approve the Agenda; 2nd by **Gary Alden**. The motion was approved by unanimous consent.

4. Approval of Minutes

At 6:13, the Chair called for a motion. Motion to **adjourn for Executive Session For the receipt of legal advice subject to the attorney-client privilege related to pending approval of November 30, 2023 Minutes** by Gary Alden; 2nd by Beverly Williams. The motion was approved by unanimous consent.

a. Executive Session:

For the receipt of legal advice subject to the attorney-client privilege related to pending approval of November 30, 2023 Minutes.

At 6:43, the Board returned from Executive Session. Chair Frances Liu asked for a motion to adjourn the Executive Session. Motion by Gary Alden; 2nd by Keye Jones. Chair Frances Liu re-called the meeting to order.

a. Minutes of November 30, 2023

Mr. Jones rescinded his previously stated request to amend the November 2023 minutes. Keye Jones made a Motion to approve the minutes. Seconded by Gary Alden.

Vote: 4:0. Motion is approved.

b. Minutes of February 6, 2023.

Motion to Approve by Keye Jones; seconded by Gary Alden.

Motion to Amend, removing resignations of Frances Liu and Keye Jones (Items 6b & 6c) by Beverly Williams; 2nd by Gary Alden.

Vote on Amendment: 4:0. Motion is approved.

Vote on Approval as Amended: 4:0. Motion is approved.

5. New Business

a. Review of Rules & Procedures

Training review of Rules & Procedures by Allison Hardin, Development Services Director

b. Report on Land Law Seminar

Case precedent updates from Land Law Seminar: Allison Hardin.

6. Adjournment:

With there being no further business, Gary Alden moved to adjourn; motion seconded by Keye Jones. The motion was approved by unanimous consent. **Adjourned at 8:25 PM.**

ATTACHMENTS:

1. Slide Presentation:

- a. Review of Rules & Procedures
- b. Report on Land Law Seminar

2. Lancaster County Standards of Review for Variance Criteria

3. SCAC Guide to Land Use Planning, Chapter 2 Zoning

4. MASC publication: How to Conduct Effective Meetings

5. DeLoache Article: *Staying Out of Court While Serving on a County Appeals Board*

6. SC Government Publication: Public Official's Guide to Compliance with South Carolina's Freedom of Information Act.