



**APPROVED MINUTES  
BOARD OF ZONING APPEALS  
MONDAY, OCTOBER 20, 2025  
CAYCE CITY HALL – 1800 12<sup>TH</sup> STREET  
6:00 PM**

**I. CALL TO ORDER**

The meeting was called to order at 6:00 p.m. by Chair Jason Simpson. Those present included Board of Zoning Appeals members Cindy Pedersen, Chip Salak, Phillip Corley, and Dr. Patricia McClerklin-Motley. Also in attendance were City Manager Michael Conley, Director of Development Services Luke Godbold, and Planning and Zoning Administrator Monique Ocean.

**II. APPROVAL OF MINUTES FOR JANUARY 27, 2025, MEETING**

Cindy Pedersen made a motion to approve the minutes from the January 27, 2025, meeting. Phillip Corley seconded the motion. All were in favor.

**III. STATEMENT OF NOTIFICATION**

Monique Ocean confirmed that the media and public were made aware of the meeting.

**IV. PUBLIC HEARING**

**Variance 001-25** - The applicant, Cypress Cove Properties, is requesting a 10-foot variance from Section 6.7, Table 3 of the Cayce Zoning Ordinance to reduce the minimum lot width for a parcel in the RS-3 district from 60 feet to 50 feet. The property is located at 733 Lexington Avenue (Tax Map Number 005769-06-003).

**A. Staff's Opening Statement**

Monique Ocean began by presenting staff's evaluation of the variance request. She explained that staff believes the parcel has extraordinary conditions, noting that it historically contained two residences—a pattern that predates current zoning standards. Ms. Ocean stated that enforcing the 60-foot width requirement would prevent subdivision consistent with the surrounding 50-foot lots and would limit reasonable redevelopment, thereby creating a practical hardship. She concluded that staff is of the opinion that the applicant meets the criteria for granting a variance; however, the decision ultimately rests with the Board of Zoning Appeals.

**B. Comments from the Applicant**

The applicant, Mr. David Hilburn, appeared before the Board to explain his justification for the variance request. Mr. Hilburn noted that the property's previous use was a non-conformity, as it was permitted to have two residential structures on the same lot. He explained that the second house on the property burned down and that he cannot construct a new home without subdividing the parcels to slightly smaller dimensions. Mr. Hilburn emphasized that the proposed smaller lots would be comparable in size to other existing parcels in the area. He also stated that he is aware of the infill development ordinance and intends to fully comply with its requirements.

### **C. Comments from the Public**

There was no one from the public to speak for or against the variance request.

### **D. Adjourn Public Hearing**

Mr. Danny Creamer came before the Board to say that he was in favor of the variance request. Mr. Creamer stated he lives nearby and he sees that a majority of lots in the area are similar to the size being requested with the variance. There was no one to speak against the variance request. With no further discussion, the public hearing was adjourned.

### **E. Motion**

Chair Jason Simpson reviewed the criteria required to grant the variance. He noted that extraordinary circumstances exist due to the two lots being combined into one, that most lots in the area are 50 feet wide like the proposed variance, and that the current configuration prevents the owner from having two lots similar to those in the surrounding area. He added that granting the variance would not be a detriment, but rather a benefit to the neighborhood. Chair Simpson stated that he believes all criteria have been met and asked the Board for their input. Phillip Corley made a motion to approve the variance to allow the subject lot to be subdivided into two 50-foot-wide parcels. Dr. Patricia McClerklin-Motley seconded the motion, and all members voted in favor.

## **V. NEW BUSINESS**

### **1. Possible comments from staff**

Luke Godbold addressed the Board to introduce himself as the new Director of Development Services. He noted that this was the Board of Zoning Appeals' first meeting since he was hired. Mr. Godbold stated that he looks forward to supporting their efforts and assisting with future development and zoning matters.

## **VI. ADJOURNMENT**

With no further discussion, a motion to adjourn the meeting was made and seconded, and all members voted in favor.

A quorum of City Council may be present; however, no discussion or action by the Council will occur.