

BOARD OF ZONING APPEALS
June 3rd, 2025

Public Comment: Citizens may provide public comment here:
<https://www.iop.net/public-comment-form>

AGENDA

The Isle of Palms Board of Zoning Appeals will hold its regularly scheduled meeting on June 3rd, 2025, at **4:00pm** in City Hall **Upstairs Conference Room**, 1207 Palm Boulevard

- A. Call to order and roll call
- B. Acknowledgement that the meeting has been advertised in compliance with State law
- C. Approval of minutes of previous meeting: May 6th, 2025
- D. Swearing of any person giving testimony
- E. Special Exceptions: 7 Commons Court
 24 22nd Avenue
- F. Miscellaneous business
- G. Adjournment



BOARD OF ZONING APPEALS
4:00pm, Tuesday, May 6, 2025
1207 Palm Boulevard, Isle of Palms, SC

MINUTES

1. Call to order

Present: Glenn Thornburg, Susie Wheeler, Bob Miller, and Zoning Administrator Simms

Absent: Ellen Gower, Ted McKnight

2. Approval of Previous Meeting's Minutes

MOTION: Mr. Thornburg made a motion to approve the minutes of the April 1, 2025 meeting, and Ms. Wheeler seconded the motion. The minutes passed unanimously.

3. Swearing in of applicants

Mr. Thornburg swore in the applicants.

4. Special Exceptions

A. 239 Forest Trail

Zoning Administrator Simms said, "The applicants are requesting a special exception to allow the establishment of a short term rental business at their home. They have indicated that the home will be used for office work only, that there will be no business-related traffic coming to the residence, there will be no evidence of a business outside the house, and that there will be no employees working in the residence other than family members that live in the home."

The applicant said he will have no signage on his home or car to indicate the presence of a business.

MOTION: Ms. Wheeler made a motion to approve, and Mr. Miller seconded the motion. The motion passed unanimously.

B. 313 Carolina Boulevard

Zoning Administrator Simms said, "The applicant is requesting a special exception to allow the establishment of a advertising and public relations consulting business at their home. They have indicated that the home will be used for office work only, that there will be no business-related traffic coming to the residence, there will be no evidence of a business outside the house, and that there will be no employees working in the residence other than family members that live in the home."

The applicant, Teri Bounasera, said there will be no signage on the home or car to indicate the presence of a business.

MOTION: Ms. Wheeler made a motion to approve, and Mr. Miller seconded the motion. The motion passed unanimously.

C. 3 Driftwood Lane

Zoning Administrator Simms said, “The applicant is requesting a special exception to allow the establishment of a technical computer consulting business at their home. They have indicated that the home will be used for office work only, that there will be no business-related traffic coming to the residence, there will be no evidence of a business outside the house, and that there will be no employees working in the residence other than family members that live in the home.”

The applicant, Terrance McGowan, said there would be no reference to a street address in any of his advertising or materials, and there will be no signage to indicate the presence of a business.

MOTION: Ms. Wheeler made a motion to approve, and Mr. Miller seconded the motion. The motion passed unanimously.

5. Adjournment

Mr. Miller asked if the BOZA applications can be formatted to allow for applicants to type in the information since handwriting can be unclear and difficult to read. Zoning Administrator Simms said he could make that adjustment.

Ms. Wheeler made a motion to adjourn, and Mr. Miller seconded the motion. The meeting was adjourned at 4:14pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

Appeal Number: 25-10

Applicant: Kimberly Donaldson

Address: 7 Commons Court

Request:

The applicant is requesting a special exception to allow the establishment of a charcuterie catering business at their home. They have indicated that the home will be used for office work only, that there will be no business-related traffic coming to the residence, there will be no evidence of a business outside the house, and that there will be no employees working in the residence other than family members that live in the home. The business is classified in Table B1 as 7389- office work for business services not elsewhere classified.

**Board of Zoning Appeals
Special Exception
Home Occupation Application
City of Isle of Palms**

Application Number: _____ Date Filed: _____

Applicant Information
Applicant Name: Kimberly Donaldson
Phone Number: 843-410-9964
Email Address: kimberly@coastalboardsandbites.com
Property Information
Property Owner or Representative: Kimberly Donaldson (owner)
Subject Property Address: 7 Commons Ct. Isle of Palms, SC 29451
Zoning District:

Description of Special Exception Request

1. Please describe the special exception request. Describe in full the nature of your occupation, profession, or trade by listing all activities related to such occupation that will be undertaken in your home.

I'm in the process of launching a Charcuterie catering business. I'm requesting to only perform business administrative duties from my home, such as scheduling private events, bookkeeping, answering phone/email inquiries, and invoicing.
All food prep will be performed at Commissary Kitchen in Mt. Pleasant not in my home.

2. Will there be any work other than office work (i.e. use of phone, computer, fax, etc.) occurring at this residence? If yes, please explain.

No

3. Will there be any evidence of a business from a visual inspection of the exterior of this residence? If yes, please explain.

No

4. Will any signs, merchandise, equipment or other articles be displayed in a manner that is visible from the street? If yes, please explain.

No

5. Will there be any business-related traffic coming to the residence other than a family member? If yes, please explain and provide the frequency of traffic.

No

6. Will there be any employees working in this residence other than family members? If yes, please explain.

No

7. Will any business-related activity be conducted on your property, but outside of the house (i.e. in a detached structure or in the yard)?

No

8. Will any merchandise or articles be stored at any location other than inside the residence? If yes, please explain.

Dry and cold food items (merchandise)
will be only stored at Commisary Kitchen in Mt. Pleasant

9. Will more than 25% of the floor area of this residence be devoted to the business?

No

10. Will any equipment or materials that are not normal to a household be used or stored at this residence in connection with the occupation?

No

11. Will the occupation generate noise, vibration, heat, glare, smoke, odor, or dust that would be perceptible to your neighbors?

No

12. Are there currently any other home occupations operating at this residence?

No

In applying for this special exception home occupation, I have answered the questions truthfully and have not omitted any information about my home occupation which, if disclosed, would result in a denial of this application in accordance with section 5-4-7 (a)(b) of the City of Isle of Palms Code of Ordinances.

I further acknowledge that, if granted, the special exception home occupation and business license issued under authority of that permit may be revoked if any of the information contained in this application is found to be untruthful or if I fail to meet the requirements of section 5-4-44 and 5-4-2(18): If I have failed to provide information fully describing the home occupation to be conducted on my premises, or at any time the conduct of my home occupation may constitute a nuisance as defined in section 5-4-44 or section 6-1-11, et. Esq., of the City of Isle of Palms Code of Ordinances. Any activity which adversely diminishes the residential character of my neighborhood may be cause for revocation of my home occupation. Outdoor advertising is not allowed under this license.

Applicant Signature: Kimberly Donaldson

Date: 5/9/25

Appeal Number: 25-11

Applicant: Keith Gass


Address: 24 22nd Avenue

Request:

The applicant is requesting a special exception to allow the establishment of a shuttle service business at their home. They have indicated that the home will be used for office work only, that there will be no business-related traffic coming to the residence, there will be no evidence of a business outside the house, and that there will be no employees working in the residence other than family members that live in the home. The applicant has indicated two carts will be stored and maintained in the rear of the property. The business is classified in Table B1 as 7999- rental of golf carts.

Application Number: _____ Date Filed: _____

Description of Special Exception Request

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2. Will there be any work other than office work (i.e. use of phone, computer, fax, etc.) occurring at this residence? If yes, please explain.

A large, empty rectangular box with a black border, intended for the respondent to provide an explanation for question 2.

3. Will there be any evidence of a business from a visual inspection of the exterior of this residence? If yes, please explain.

A large, empty rectangular box with a black border, intended for the respondent to provide an explanation for question 3.

4. Will any signs, merchandise, equipment or other articles be displayed in a manner that is visible from the street? If yes, please explain.

A large, empty rectangular box with a black border, intended for the respondent to provide an explanation for question 4.

5. Will there be any business-related traffic coming to the residence other than a family member? If yes, please explain and provide the frequency of traffic.

6. Will there be any employees working in this residence other than family members? If yes, please explain.

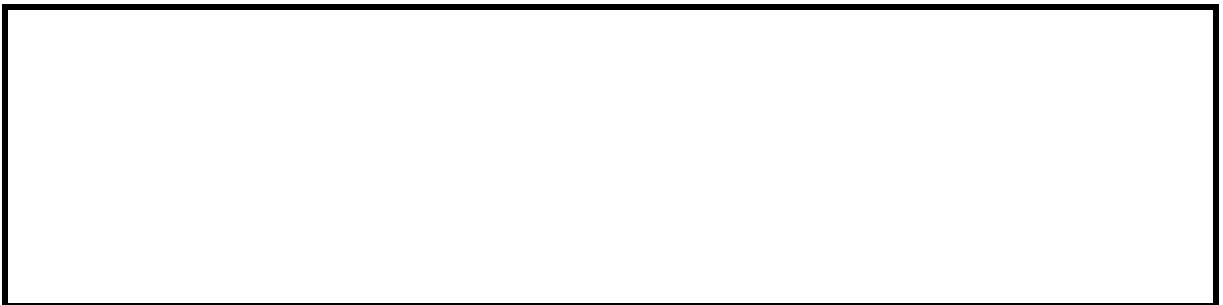
7. Will any business-related activity be conducted on your property, but outside of the house (i.e. in a detached structure or in the yard)?

8. Will any merchandise or articles be stored at any location other than inside the residence? If yes, please explain.

9. Will more than 25% of the floor area of this residence be devoted to the business?

A large, empty rectangular box with a black border, intended for the respondent to provide an answer to question 9.

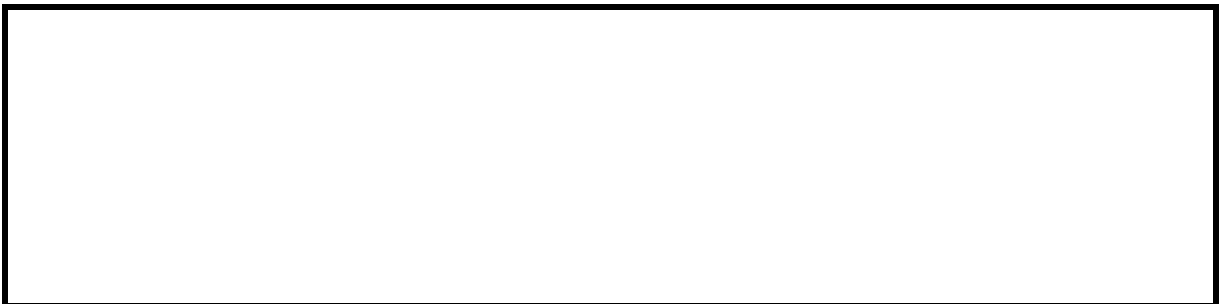
10. Will any equipment or materials that are not normal to a household be used or stored at this residence in connection with the occupation?

A large, empty rectangular box with a black border, intended for the respondent to provide an answer to question 10.

11. Will the occupation generate noise, vibration, heat, glare, smoke, odor, or dust that would be perceptible to your neighbors?

A large, empty rectangular box with a black border, intended for the respondent to provide an answer to question 11.

12. Are there currently any other home occupations operating at this residence?

A large, empty rectangular box with a black border, intended for the respondent to provide an answer to question 12.

In applying for this special exception home occupation, I have answered the questions truthfully and have not omitted any information about my home occupation which, if disclosed, would result in a denial of this application in accordance with section 5-4-7 (a)(b) of the City of Isle of Palms Code of Ordinances.

I further acknowledge that, if granted, the special exception home occupation and business license issued under authority of that permit may be revoked if any of the information contained in this application is found to be untruthful or if I fail to meet the requirements of section 5-4-44 and 5-4-2(18): If I have failed to provide information fully describing the home occupation to be conducted on my premises, or at any time the conduct of my home occupation may constitute a nuisance as defined in section 5-4-44 or section 6-1-11, et. Esq., of the City of Isle of Palms Code of Ordinances. Any activity which adversely diminishes the residential character of my neighborhood may be cause for revocation of my home occupation. Outdoor advertising is not allowed under this license.

Applicant Signature: _____

Date: _____