



BOARD OF ZONING APPEALS MEETING

Irmo Municipal Building
7300 Woodrow Street, Irmo, SC 29063

December 15, 2025 @ 6:00 PM

AGENDA

- I. Call to Order
- II. Approval of the Agenda
- III. Minutes
 - A. Approval of the Minutes of the April 21, 2025 Board of Zoning Appeals Meeting
- IV. Compliance with the Freedom of Information Act
- V. Briefing of BZA Procedures
- VI. Administration of Oath to those Presenting Testimony
- VII. New Business
 - A. Consideration of a variance for a recreational vehicle located at 1705 N. Woodstream Road, TMS 002725-06-007
- VIII. Comments
- IX. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Irmo will not discriminate against qualified individuals with disabilities based on disability in its services, programs, or activities. If you need accommodation to attend the meeting, please contact the Assistant Town Administrator or Zoning Clerk for assistance at (803)781-7050, M-F between the hours of 8:30 – 5:00 (closed most Federal and State Holidays).



**IRMO BOARD OF ZONING APPEALS
MEETING MINUTES
April 21, 2025**

MEMBERS PRESENT

Marsha Clarke, Chair
Labrina Myers
John Davis

MEMBERS ABSENT

Walter Lindler

OTHERS PRESENT

Doug Polen, Assistant Administrator

CALL TO ORDER:

The Irmo Zoning Board of Appeals held a hearing on Monday, April 21, 2025 in the Irmo Municipal Building located at 7300 Woodrow St, Irmo, SC 29063. Marsha Clarke called the meeting to order at 6:00 p.m.

APPROVAL OF AGENDA

No motion made.

APPROVAL OF MINUTES

Ms. Clarke made a motion for approval. Ms. Myers seconded. The vote passed 3-0.

MEETING PROCEDURES

Ms. Clarke read information concerning compliance with the Freedom of Information Act as well as a briefing of BZA procedures. Mr. Polen administered the oath to those presenting testimony.

NEW BUSINESS

a. Election of Chair, Vice Chair, and Secretary

Mr. Davis made a motion to nominate Ms. Clarke as Chair, seconded by Ms. Myers. Motion Carried 3-0

Mr. Davis made a motion to nominate himself as Vice Chair, seconded by Ms. Myers. Motion Carried 3-0

Ms. Clarke made a motion to nominate Ms. Layne as Secretary, seconded by Mr. Davis. Motion Carried 3-0

b. Consideration of a variance to signage for Metro Mortgage, 7223 Saint Andrews Road, TMS 001917-01-046

Tommy Granger of Signs Unlimited of South Carolina, 1584 Whiting Way, Lugoff S.C., spoke for the applicant. He was contacted by Ms. Neal, the applicant, to place an electronic sign at Metro Mortgage, but discovered that such signs were not permitted under the current zoning. They spoke with staff and opted to apply for a variance. Mr. Granger stated that the new sign would not be visible from the residential areas behind the subject property.

Mr. Davis asked if the new sign would be smaller than the existing sign. Yes, it will be.

Ms. Clarke asked about the removal of the existing shrubbery. Mr. Granger stated that it will have to be removed to allow for the foundation of the new sign. Ms. Clarke stated that any shrubbery removed will have to be replaced to meet the town landscaping ordinance.

Ms. Clarke asked about flashing signs, pointing out that they can be distracting. David Spradley of Signs Unlimited stated that they are looking at fifteen seconds per sign with no animation. Also, the sign will automatically dim from 8,500 nits in full sunlight to 150 nits at night.

Ms. Myers made a motion to allow the variance with the condition that the replacement shrubbery be approved by Staff, seconded by Mr. Davis. Motion Carried 3-0.

COMMENTS

No comments

ADJOURNMENT

There being no further business, Ms. Myers made a motion to adjourn, seconded by Mr. Davis. Motion passed 3-0. The meeting adjourned at 6:24 pm.

ATTEST:

Zoning Clerk / Designee

Chair



Staff Report

Consideration of a variance for a recreational vehicle located at 1705 N. Woodstream Road, TMS 002725-06-007

DATES: December 15, 2025
TO: Board of Zoning Appeals
FROM: Doug Polen, Deputy Town Administrator
SUBJECT: 1705 N. Woodstream Road temporary use variance
ACTION REQUESTED: Consideration of a variance for a recreational vehicle

Background

I have been in contact with the property owner Tina Brock and her son Simon. Simon recently moved back into Tina's home at 1705 Woodstream and his children live there at times. Tina's daughter and her family currently live in the home as well. In order to have room for Simon and his family, the Brocks purchased an RV camper which is placed in the rear yard. The Irmo Zoning Ordinance permits RV campers to be parked in the rear yard, but they may only be used as temporary lodging for fourteen days per calendar year.

The Brocks are requesting to use the RV as additional housing space through the end of June, 2026, so that Simon can save up money towards an apartment or other residential option.

Analysis

Per the Zoning Ordinance, 6-3.3 Parking, Storage and Use of Recreational Vehicles (Campers, Travel Trailers), Utility Trailers, and Boats, "Recreational vehicles and trailers may be used for temporary lodging on a residential lot for up to fourteen (14) days per calendar year. Such vehicles and trailers must be parked on a paved driveway or approved surface if located in the front yard. When incidental to on-premises construction pursuant to a valid building permit, such vehicles and trailers may be occupied as temporary lodging for renewable sixty (60) day periods."

At this time there is no building permit on the property.

Staff Findings

The purpose of the zoning ordinance's prohibition on living in an RV stems from two different trains of thought.

1. The Building Code does not allow the use of temporary structures for habitation

- for a period longer than six months. While this is part of the code, many areas allow semi-permanent use of travel trailers. This is especially true in RV parks.
2. The Town does not want people living in RVs full-time for safety, code enforcement, and beautification reasons.

In this case, however, the Town sees a variance as justified as it would be officially permitted by the Town and limited in scope to a specific location and duration. The RV is new and in great condition, so safety is not an issue. Moreover, in Staff's experience, we try everything we can not to evict people from a living situation if the situation is deemed safe. This isn't a perfect situation for Ms. Brock, Mr. Brock, or Mr. Brock's children, but it is safe and it gives them an opportunity to temporarily solve a problem until a permanent solution can be determined and implemented.

Staff recommends **APPROVAL** of the variance, allowing the Brocks to continue using the camper until June 30, 2026. By that time, they will need to vacate the RV and find permanent housing.

Attachments

1. Maps
2. Tine Brock Application

Brock Property - 1705 N. Woodstream Road, TMS 002725-06-007

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Brock Property - 1705 N. Woodstream Road, TMS 002725-06-007

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Tina Brock

tina_brock@att.net

Submission Date Nov 17, 2025 9:13 AM

Property Owner/Applicant Name Tina Brock

Property Owner/Applicant Email tina_brock@att.net

Property Owner/Applicant Phone Number (803) 553-1037

Subject Property Address 1705 N Woodstream Rd

Zoning District **RS - Single Family Residential**

List the pertinent ordinance section for which you are seeking a variance Camper in my backyard

Describe the Proposed Project We bought a camper for my son and his two children because he's going through a divorce. We tried renting an apartment, but income to debt couldn't pay the bills.

a. There are extraordinary and exceptional conditions pertaining to the particular piece of property as follows: His income won't pay for him to live in an apartment or house and pay his bills

b. These conditions do not generally apply to other property in the vicinity as shown by: Not sure what to put here.

c. Because of these conditions, the application of the ordinance to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property as follows: Not sure what to put here.

d. The authorization of the variance will not be of substantial detriment to adjacent properties or to the public good, and the character of the district will not be harmed All my neighbors no the camper is here. No problem as for as they're concerned. It became a problem when his ex wife reported it. She's called numerous times and I'm trying to find a solution to his living arrangements.

by the granting of the variance
for the following reasons:

Signature

A handwritten signature in black ink that reads "Ina Byrd". The signature is written in a cursive, flowing style. The first name "Ina" is written in a simple, rounded cursive, and the last name "Byrd" is more stylized with a large, looped 'B' and a 'y' that extends downwards.