



**CITY OF FLORENCE BOARD OF ZONING APPEALS
CITY CENTER – COUNCIL CHAMBERS
324 WEST EVANS STREET, FLORENCE, SC
THURSDAY, SEPTEMBER 24, 2026 – 6:00 P.M.
MEETING AGENDA**

I. Call to Order

II. Approval of Minutes Regular meeting held on August 27, 2026

III. Public Hearing and Matter in Position for Action

BZA-2026-17 Request for a variance from the side setback requirement for an addition to the house at 1004 Cherokee Road in the NC-15 zoning district; identified as Florence County Tax Map Number 90064-13-002.

IV. Public Hearing and Matter in Position for Action

BZA-2026-18 Request for a variance from the rear setback requirement for a new building at 1020 West Darlington Street in the IL zoning district; identified as Florence County Tax Map Number 90045-04-014.

V. Adjournment The next meeting is scheduled for October 22, 2026.

**MINUTES OF THE REGULAR MEETING OF THE
CITY OF FLORENCE BOARD OF ZONING APPEALS
AUGUST 27, 2026**

MEMBERS PRESENT: William Edwards, Miriam James-Singley, Julie Jebaily, and Nathaniel Poston

MEMBERS ABSENT: Larry Chewning and Oforiwa Gregg

STAFF PRESENT: Jerry Dudley, Patty Falcone, and Alane Zlotnicki

CALL TO ORDER: In the absence of Chairman Chewning, Vice-Chairman Poston called the meeting to order at 6:00 p.m.

INTRODUCTION OF NEW MEMBER: Chairman Poston introduced Julie Jebaily, who was appointed to replace Deborah Moses on the Board.

APPROVAL OF MINUTES: Chairman Poston introduced the July 30, 2026 minutes and asked if there were any changes that needed to be made. There being none, he called for a motion. Ms. James-Singley moved that the minutes be approved as submitted, Mr. Edwards seconded, and the motion passed unanimously (4-0).

PUBLIC HEARINGS AND MATTERS IN POSITION FOR ACTION:

BZA-2026-15 Request for a variance from the rear setback requirement for a spa at 2647 Trotter Road in the NC-15 zoning district; identified as Florence County Tax Map Number 01221-01-180.

Chairman Poston introduced the request and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Board of Zoning Appeals. Chairman Poston clarified that the setback line is from the water line, not the edge of the spa, to the property line. Ms. Kayla Funes, the applicant, clarified that the spa is raised, not in-ground. Chairman Poston asked if there were any easements or anything else in the way; Mrs. Zlotnicki said she was not aware of anything.

Chairman Poston swore in Ms. Kayla Funes, who represents Brothers Pool, the applicants on behalf of the homeowners. She clarified that they would not be drilling into the existing pool, so it would be above ground. It's better to place a spa at the deep end of a pool, and that's what this is. The wall of a spa is typically 10 to 12 inches deep. Mr. Edwards asked if they were removing any of the trees; she said no, and there were no lighting or sound features. It will be about 2 feet into the ground and 1 foot above the ground.

Chairman Poston opened the public hearing. There being no more questions and no one to speak for or against the request, Chairman Poston closed the public hearing and asked for a motion. Mr. Edwards moved that the request be approved, subject to the following findings of fact:

1. That a variance from the terms of the *Unified Development Ordinance* will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions will not, in an individual case, result in an unnecessary hardship.

Without the variance the owners are severely limited regarding where they can place the spa due to the shape of the yard and the pool house.

2. That the spirit of the *Unified Development Ordinance* will be observed, public safety and welfare secured, and substantial justice done.

The purpose of the setback requirements for swimming pools and spas is to prevent them from being too close to neighboring properties, but this rear yard backs up to the backyard of the house behind it. In addition, it is shielded by the brick wall and trees.

3. That there are extraordinary and exceptional conditions pertaining to the particular piece of property.

The size and configuration of the house and lot limits the space available to place anything in the backyard, in addition to the set location of the pre-existing swimming pool.

4. That these conditions do not generally apply to other property in the vicinity.

The configuration of the house and pool house and location of the existing swimming pool are unique to this property.

5. That because of these conditions, the application of the *Unified Development Ordinance* to this particular property would effectively prohibit or unreasonably restrict the utilization of the property as follows.

Requiring the 10 foot rear setback would result in the only place for placing the spa being the end of the pool nearest the house itself, which would be inconvenient and an inappropriate location in this backyard.

6. That the authorization of a variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by the granting of the variance.

Allowing the placement of the spa 8.5 feet from the rear property line will not affect the property behind the lot, because of the brick wall and the fact that it joins the rear of the neighbor's backyard. Because of the configuration of the house and pool house, it will not be visible from either of the side neighbors. Its effect on the character of the neighborhood is non-existent.

Ms. James-Singley seconded the motion to approve the request, and it passed unanimously (3-0 with Ms. Jebaily recused from the vote because she has a relationship with the homeowners).

ADJOURNMENT: There being no other business, Ms. James-Singley moved to adjourn the meeting, Mr. Edwards seconded, and the motion to adjourn passed unanimously (4-0). Chairman Poston adjourned the meeting at 6:18 p.m. The next regular meeting is scheduled for September 24, 2026.

Respectfully submitted,
Alane Zlotnicki, AICP
Senior Planner

**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT
STAFF REPORT TO THE
CITY OF FLORENCE BOARD OF ZONING APPEALS
SEPTEMBER 24, 2026**

AGENDA ITEM: BZA-2026-17

VARIANCE REQUEST: Request for a variance from the side setback requirement for an addition to a single family detached house.

LOCATION: 1004 Cherokee Road

TAX MAP NUMBER: 90064-13-002

OWNER OF RECORD: Michael Porter

APPLICANT: Michael Porter

ZONING DISTRICT: Neighborhood Conservation-15 (NC-15)

Land Use and Zoning

The 0.97 acre lot is zoned Neighborhood Conservation-15 (NC-15). It contains a 3,098 square foot house on the west side of the lot.

Proposal and Variance Request

The applicant is proposing to build a 25 foot by 14 foot (350 square foot) screened porch onto the side of the existing house resulting in it being 5 feet from the side property line. In the NC-15 zoning district, the side setback for new construction is 10 feet, resulting in the need for a variance of 5 feet, or 50%.

The applicant is requesting a variance from the following section of the *Unified Development Ordinance*:

Table 2-5.2.1 General Lot and Building Standards							
Subdistrict	Minimum Setback					Maximum Building	
	Front	Street Side	Side	Total Side	Rear	Height ¹	Impervious Surface Ratio
NC-15	25'	15'	10'	20'	30'	38'	40%

The following information was submitted by the applicant:

- a. There are extraordinary and exceptional conditions pertaining to the particular property as follows: ***Approximately 25 acres of undeveloped land is beside the property that the owners do not plan on developing in the future.***
- b. These conditions do not generally apply to other property in the vicinity as shown by: ***No other houses will be built on adjacent property in the future.***
- c. Because of these conditions, the application of the ordinance to the particular property would effectively prohibit or unreasonably restrict the utilization of the property as follows: ***We are requesting a 5 foot setback in place of the 10 foot setback because of the slope of the new roof construction.***
- d. The authorization of the variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by the granting of the variance for the following reasons: ***The architect that drew up these plans, Dewey Ervin, is a family member of the adjacent property. He is aware of our variance request and is in favor of the 5 foot setback instead of the 10 foot setback.***

Issues to be Considered

Applications for a variance shall be evaluated by the Board of Zoning Appeals on the basis of the following conditions:

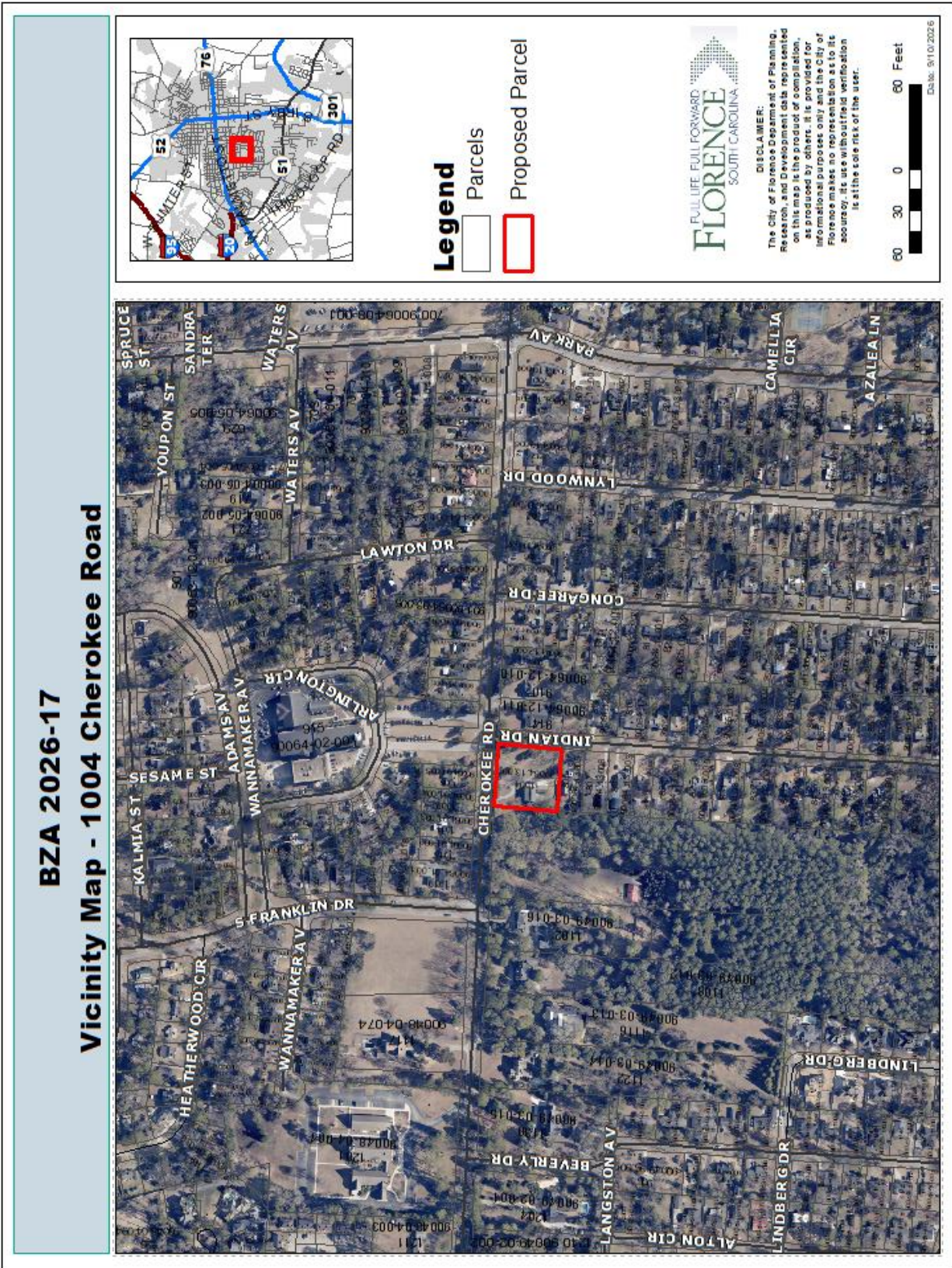
1. That a variance from the terms of the *Unified Development Ordinance* (will/will not) be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions (will/will not), in an individual case, result in an unnecessary hardship.
Staff Comment: Enforcement of the 10 foot side setback requirement would prevent the homeowner from adding the porch to the side of his house that is most appropriate for it.
2. That the spirit of the *Unified Development Ordinance* (will/will not) be observed, public safety and welfare secured, and substantial justice done.
Staff Comment: The intent of the Ordinance is to preserve distance between houses. The lot to the west of the subject parcel has over 11 acres and is undeveloped.
3. That there (are/are not) extraordinary and exceptional conditions pertaining to the particular piece of property.
Staff Comment: This lot is a double lot with the house on the western side of it, leaving a minimal side setback.
4. That these conditions (do/do not) generally apply to other property in the vicinity.
Staff Comment: Most of the other lots along Cherokee Road contain one house in the center of the lot.
5. That because of these conditions, the application of the *Unified Development Ordinance* to this particular property (would/would not) effectively prohibit or unreasonably restrict the utilization of the property as follows.
Staff Comment: The proposed location is the only place to build the screened-in porch due to the existing layout of the house.
6. That the authorization of a variance (will/will not) be of substantial detriment to adjacent property or to the public good, and the character of the district (will/will not) be harmed by the granting of the variance.

Staff Comment: The porch addition will be to the side of the house about 120 feet from the street, making it inconspicuous from the public right of way. The only parcel to be directly affected is undeveloped.

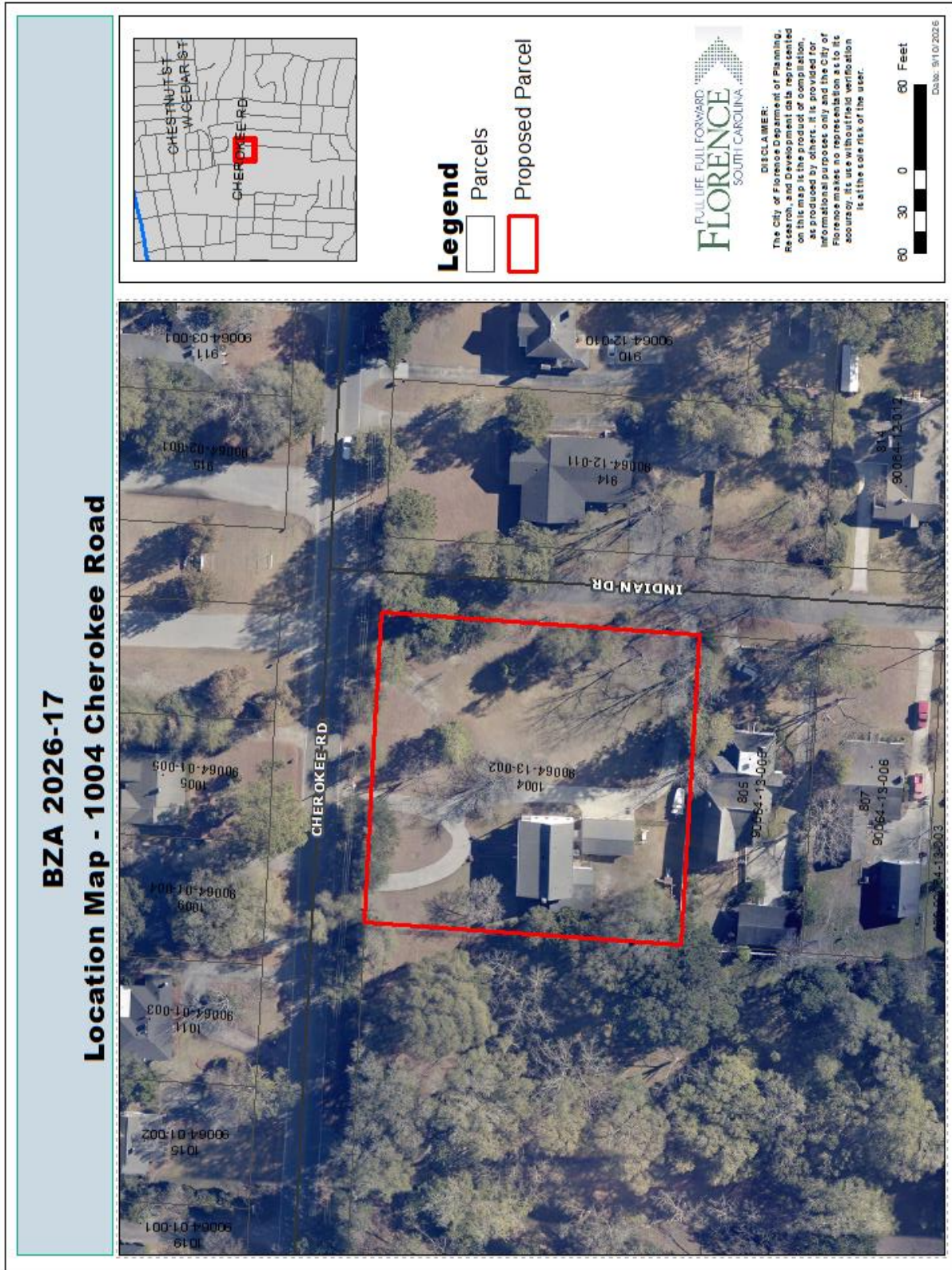
Attachments

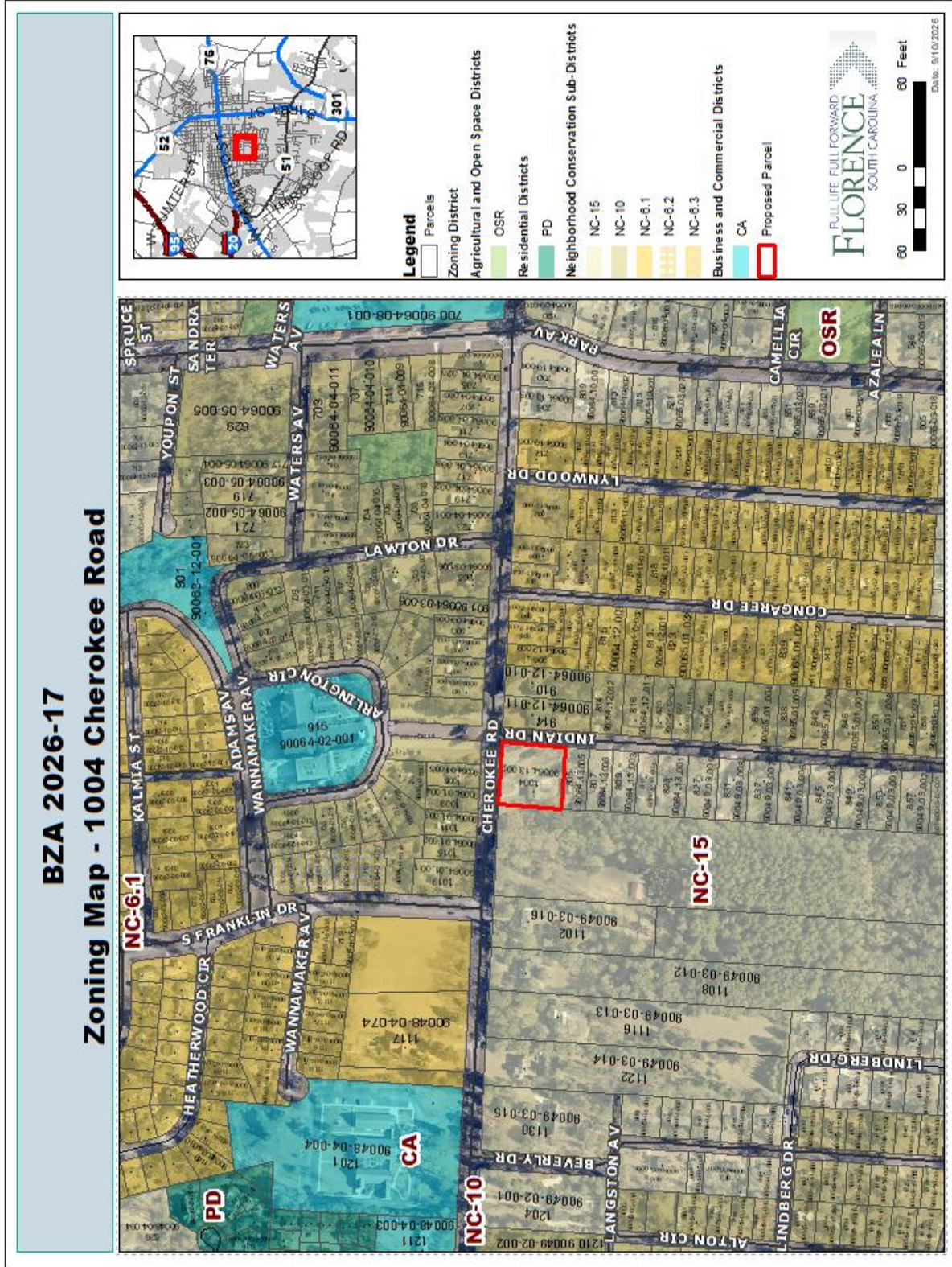
- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Future Land Use Map
- E. Site Plan
- F. Site Photos

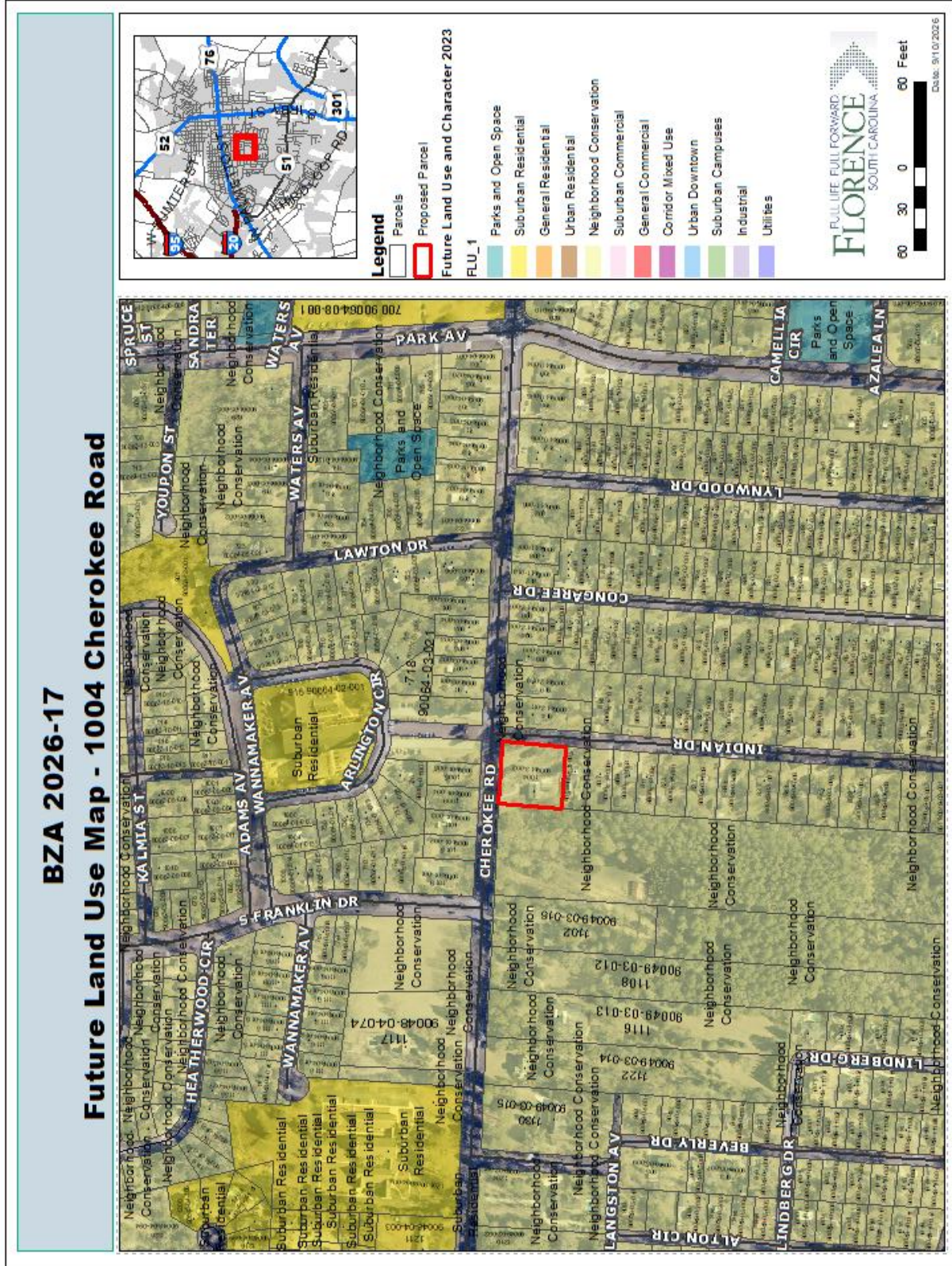
Attachment A: Vicinity Map



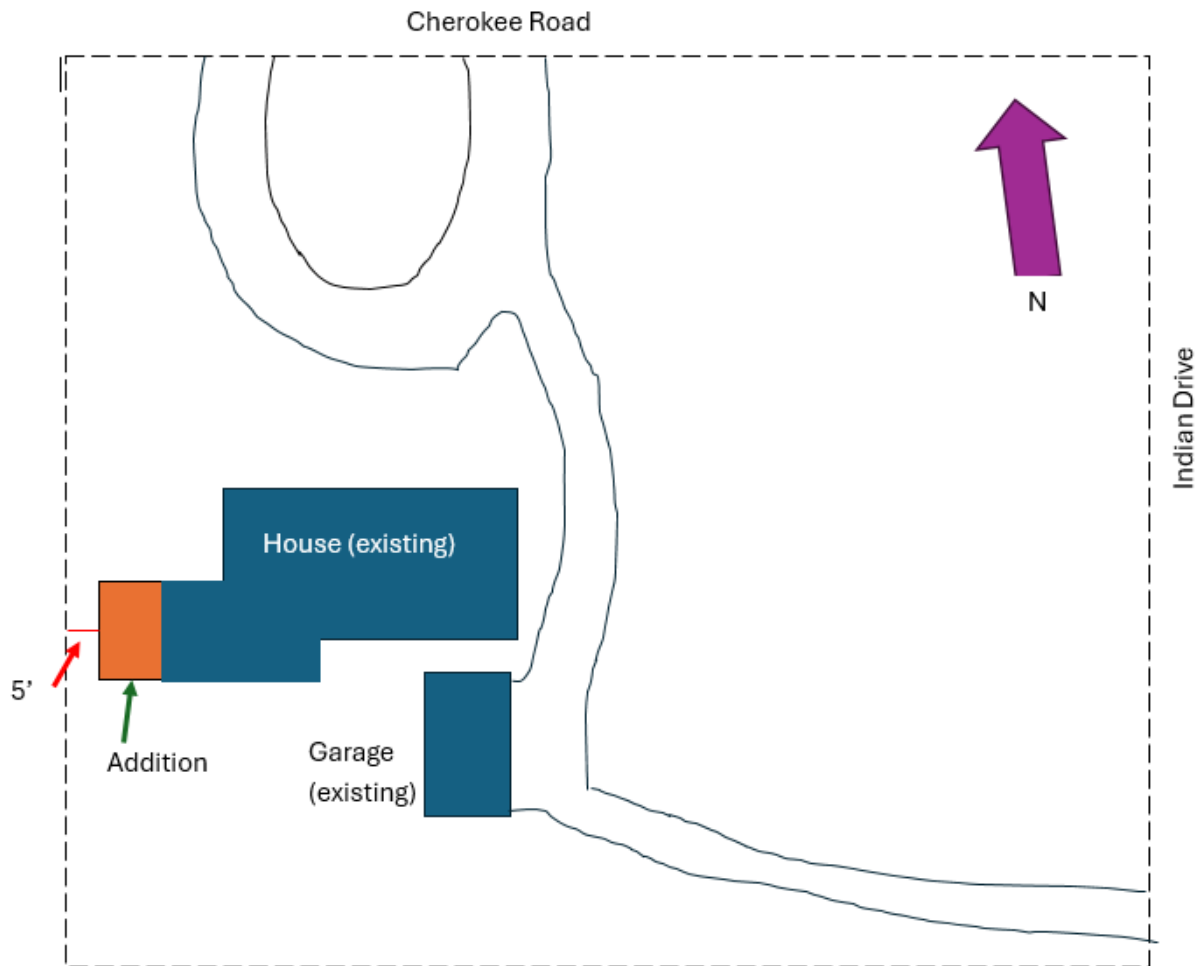
Attachment B: Location Map







Attachment E: Site Plan (not to scale)



Attachment F: Site Photos



Views of the house from Cherokee Road.



Looking down the affected side of the house from Cherokee Road and the undeveloped adjacent parcel.

Board of Zoning Appeals Motion Worksheet

Case Number: BZA-2026-017 Nature of Request: Side Setback Variance

I move that we grant / deny the request for a variance based upon the following findings of fact:

1. That a variance from the terms of the *Unified Development Ordinance* will not / will be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions will, in this individual case, result in an unnecessary hardship, in that:
2. That the spirit of the *Unified Development Ordinance* will / will not be observed, public safety and welfare secured, and substantial justice done because:
3. That there are extraordinary and exceptional conditions pertaining to the particular piece of property, namely:
4. That these conditions do not generally apply to other property in the vicinity, in that:
5. That because of these conditions, the application of the *Unified Development Ordinance* to this particular property would effectively prohibit or unreasonably restrict the utilization of the property by:
6. That the authorization of a variance will not / will be of substantial detriment to adjacent property or to the public good, and the character of the district will not / will be harmed by the granting of the variance, because:

Guidelines applicable to the granting of a variance:

1. Profitability: the fact that a property may be used more profitably if the variance is granted may not be used as the basis for granting the variance.
2. Conditions: the BZA can put conditions on the granting of the variance.
3. Use Variance: the BZA cannot grant a variance that would allow a use not permitted in the zoning district.
4. Hardship: the hardship cannot be based on conditions created by the owner/applicant.

Notes:

**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT
STAFF REPORT TO THE
CITY OF FLORENCE BOARD OF ZONING APPEALS
SEPTEMBER 24, 2026**

AGENDA ITEM: BZA-2026-18

VARIANCE REQUEST: Request for a variance from the rear setback requirement for a new commercial building.

LOCATION: 1020 West Darlington Street

TAX MAP NUMBER: 90045-04-014

OWNERS OF RECORD: Area Rescue Mission Inc. – House of Hope of the Pee Dee

APPLICANTS: Area Rescue Mission Inc. – House of Hope of the Pee Dee

ZONING DISTRICT: Light Industrial (IL)

Land Use and Zoning

The 3.5 acre lot is zoned Light Industrial. It is the headquarters for the House of Hope of the Pee Dee, a social services organization. There are three commercial buildings and 24 tiny homes already on the site as well as a playground. The rear of the lot backs up to the CSX Railroad right of way, which is 128 feet deep. The nearest lots on the other side of the railroad right of way are zoned Commercial General and contain apartments.

Proposal and Variance Request

The applicant is proposing to build a 40 foot by 45 foot (1800 square foot) training building at the back of the lot to be located 17 feet from the rear property line. In the Light Industrial zoning district, the rear setback for new construction is 30 feet, resulting in the need for a variance of 13 feet, or 43%.

The applicant is requesting a variance from the following section of the *Unified Development Ordinance*:

Table 2-6.1.1 Nonresidential and Mixed Use Lot and Building Standards							
District / General Use Type	Lot Width ¹	Minimum Setback ²				Minimum Landscape Surface Ratio	Maximum Building Height
		Build-to Line	Front	Side (Min./Total)	Rear		
Light Industrial (IL)							
All Uses	125'	N/A	35'	15' / 30'	30'	20%	50' See F., Below.

The following information was submitted by the applicant:

- a. There are extraordinary and exceptional conditions pertaining to the particular property as follows: ***House of Hope has a residential outreach mission to single mothers and children. The proposed training center will help equip the women to move back into the general economy.***
- b. These conditions do not generally apply to other property in the vicinity as shown by: ***The average setbacks for adjacent properties is 14.03 feet.***
- c. Because of these conditions, the application of the ordinance to the particular property would effectively prohibit or unreasonably restrict the utilization of the property as follows: ***The site is such that if this variance is not granted they would be unable to construct the much needed training center.***
- d. The authorization of the variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by the granting of the variance for the following reasons: ***This variance will not impact adjacent property as the average setback is 14.03 feet.***

Issues to be Considered

Applications for a variance shall be evaluated by the Board of Zoning Appeals on the basis of the following conditions:

1. That a variance from the terms of the *Unified Development Ordinance* (will/will not) be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions (will/will not), in an individual case, result in an unnecessary hardship.
Staff Comment: Enforcement of the 30 foot rear setback requirement would prevent the ability of the House of Hope to construct the training building, which would be contrary to the public interest regarding enabling its clients to gain the skills necessary to succeed on their own.
2. That the spirit of the *Unified Development Ordinance* (will/will not) be observed, public safety and welfare secured, and substantial justice done.
Staff Comment: The intent of the Ordinance is to preserve distance between buildings and the neighbors to the rear. The 128 foot CSX Railroad right of way separates this lot and the nearest residential neighbor to the rear. It is characteristic of several of the buildings along this Darlington Street corridor to have a reduced setback, with some as low as zero feet because they were once served by the railroad.
3. That there (are/are not) extraordinary and exceptional conditions pertaining to the particular piece of property.
Staff Comment: The lot is 458 feet deep and contains several other buildings, resulting in the proposed structure being obscured from view from the public right of way on West Darlington Street.
4. That these conditions (do/do not) generally apply to other property in the vicinity.
Staff Comment: Most of the other Light Industrial lots along West Darlington Street contain one large building in the center of the lot.

5. That because of these conditions, the application of the *Unified Development Ordinance* to this particular property (would/would not) effectively prohibit or unreasonably restrict the utilization of the property as follows.

Staff Comment: The proposed location is the only space available on this parcel for the needed building because of the campus nature of the use.

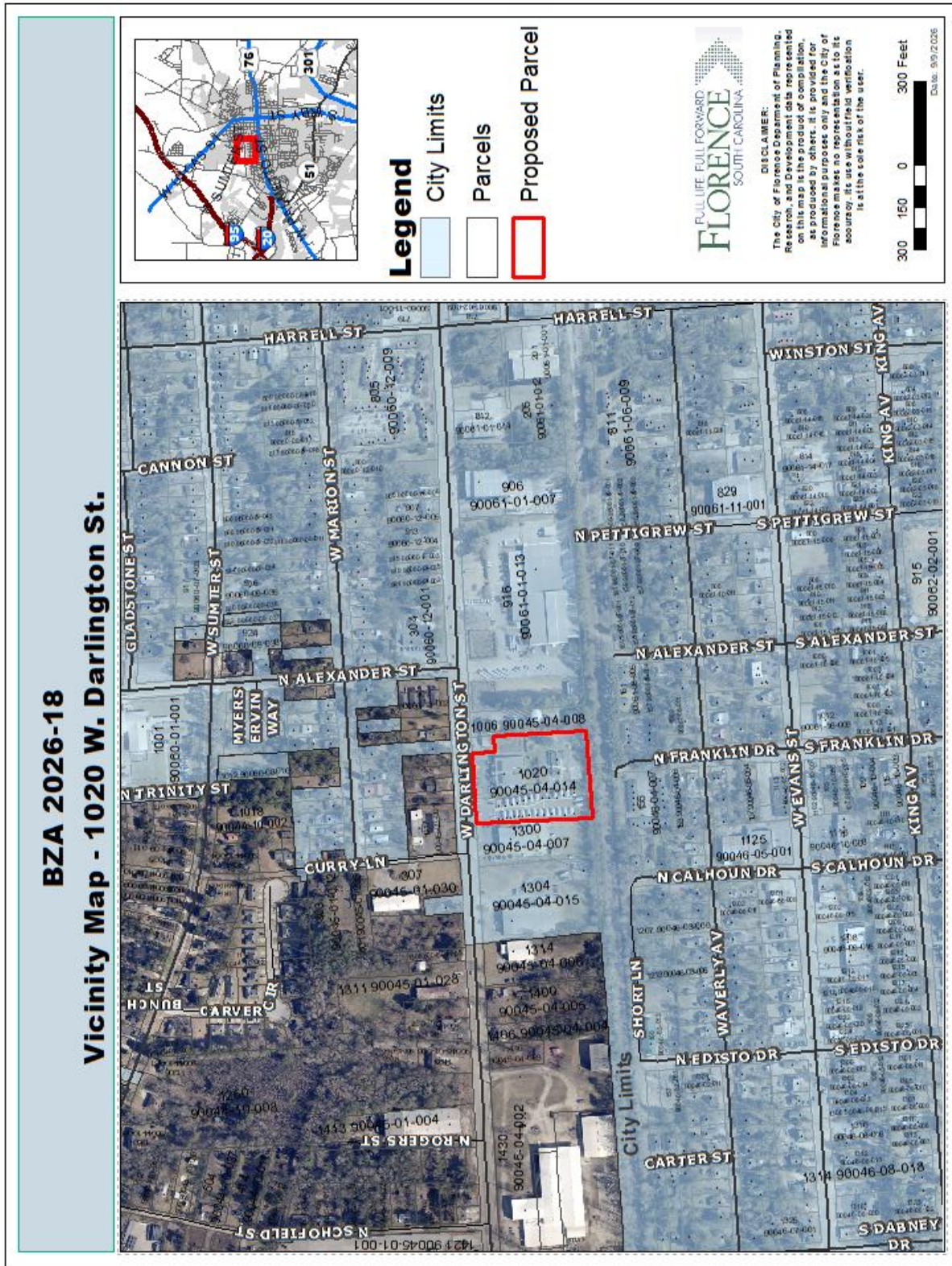
6. That the authorization of a variance (will/will not) be of substantial detriment to adjacent property or to the public good, and the character of the district (will/will not) be harmed by the granting of the variance.

Staff Comment: The training center will be at the back of the lot behind numerous other structures, making it inconspicuous from the public right of way. The only people who will be directly affected are those in the apartments on the other side of the CSX Railroad right of way, more than 128 feet away, and the back of the apartments would face the back of the training center.

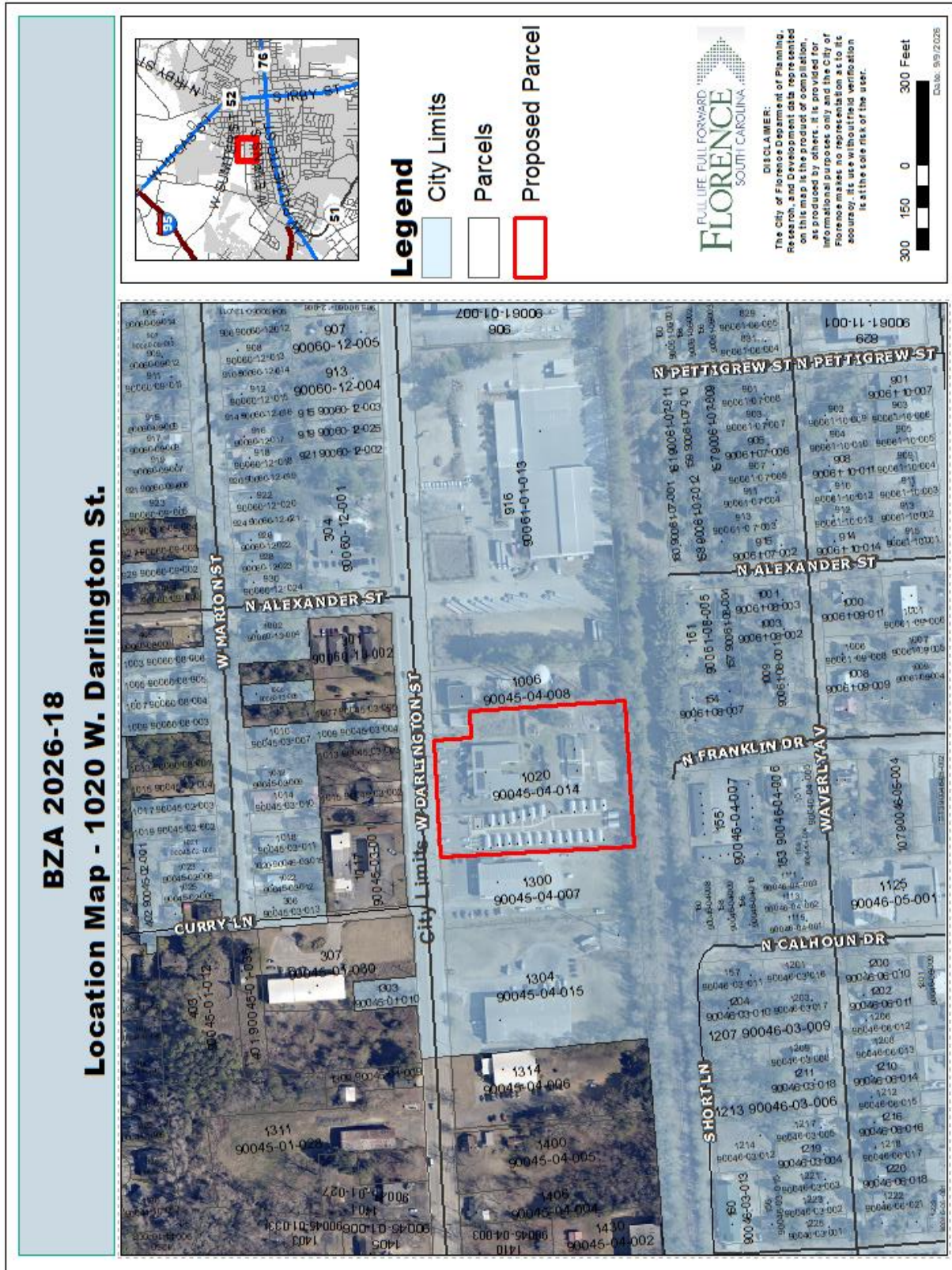
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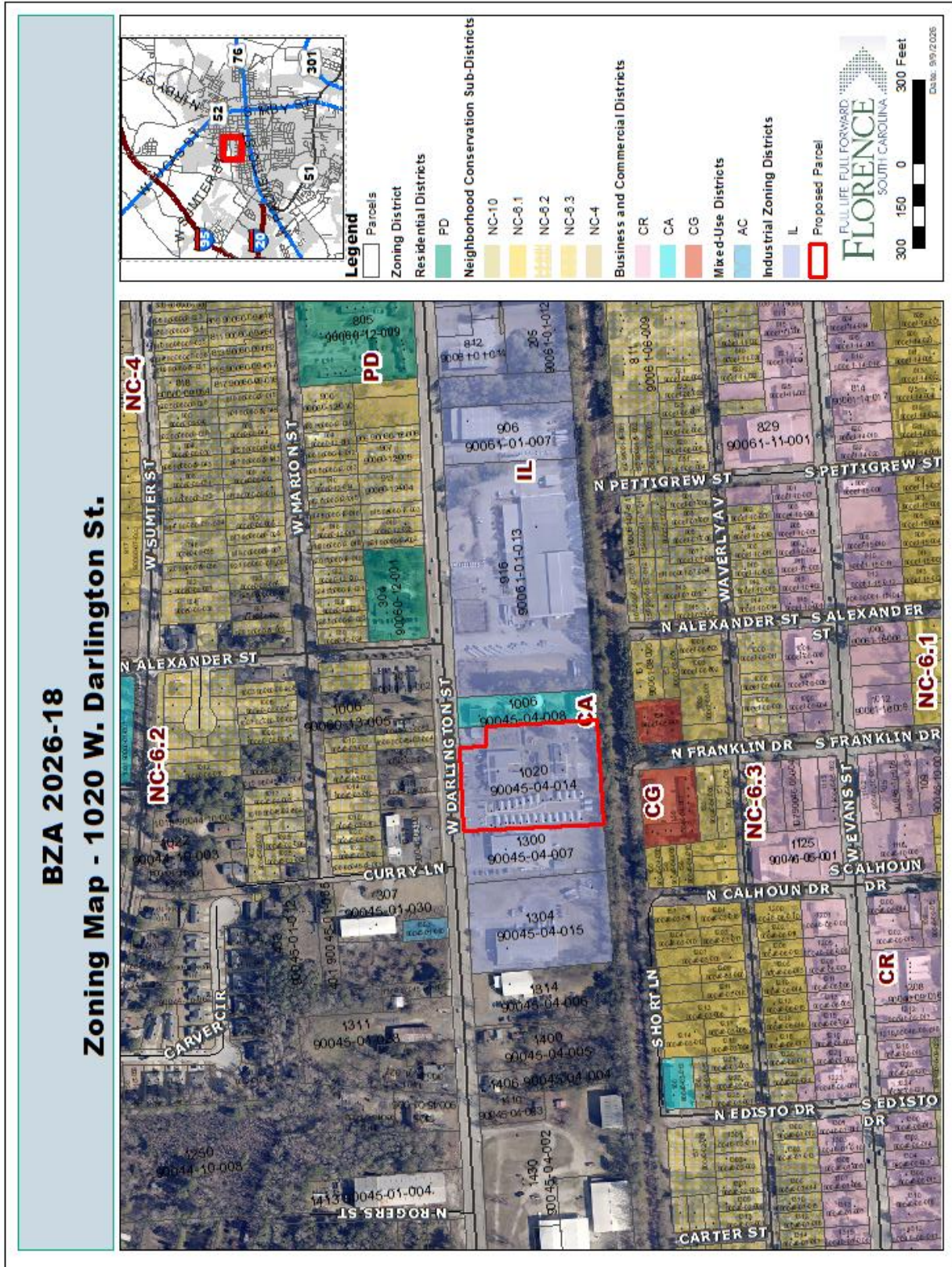
- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Future Land Use Map
- E. Site Plan
- F. Site Photos

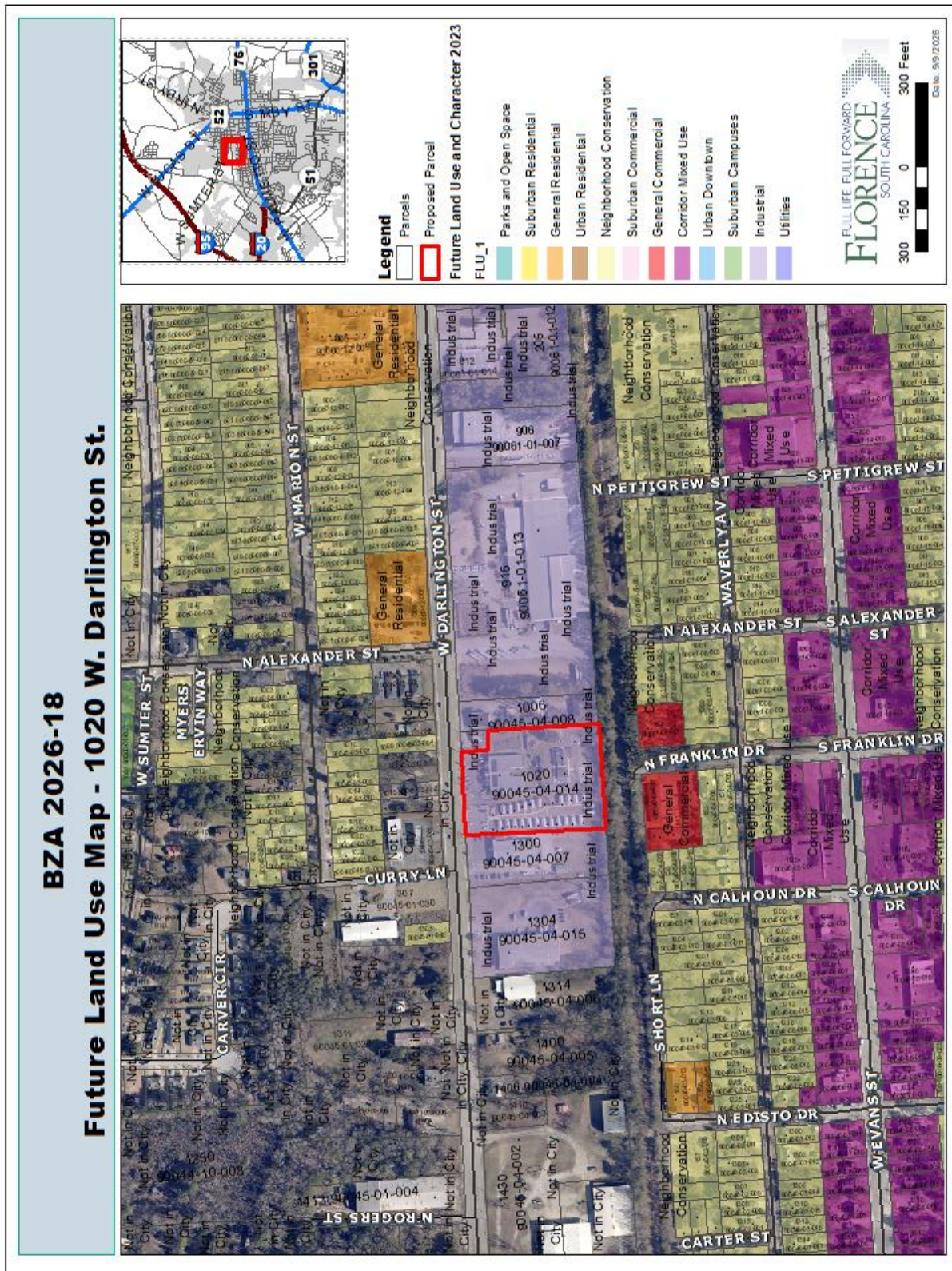
Attachment A: Vicinity Map



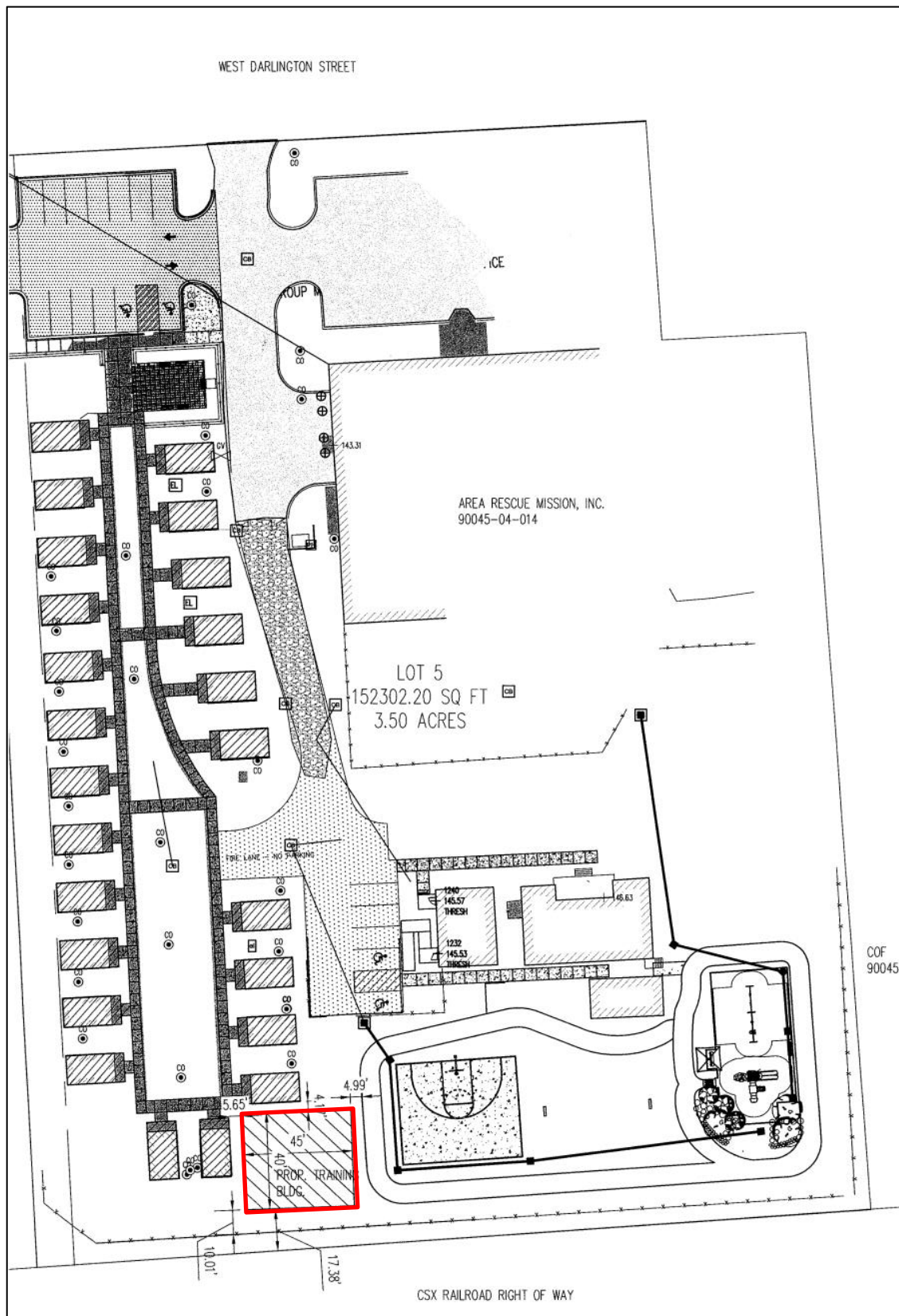
Attachment B: Location Map







Attachment E: Site Plan



Attachment F: Site Photos



The main building from West Darlington Street.



The new building is proposed for the end of the driveway in the middle of the picture, behind the tiny homes.

Board of Zoning Appeals Motion Worksheet

Case Number: BZA-2026-018 Nature of Request: Rear Setback Variance

I move that we grant / deny the request for a variance based upon the following findings of fact:

7. That a variance from the terms of the *Unified Development Ordinance* will not / will be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions will, in this individual case, result in an unnecessary hardship, in that:
8. That the spirit of the *Unified Development Ordinance* will / will not be observed, public safety and welfare secured, and substantial justice done because:
9. That there are extraordinary and exceptional conditions pertaining to the particular piece of property, namely:
10. That these conditions do not generally apply to other property in the vicinity, in that:
11. That because of these conditions, the application of the *Unified Development Ordinance* to this particular property would effectively prohibit or unreasonably restrict the utilization of the property by:
12. That the authorization of a variance will not / will be of substantial detriment to adjacent property or to the public good, and the character of the district will not / will be harmed by the granting of the variance, because:

Guidelines applicable to the granting of a variance:

5. Profitability: the fact that a property may be used more profitably if the variance is granted may not be used as the basis for granting the variance.
6. Conditions: the BZA can put conditions on the granting of the variance.
7. Use Variance: the BZA cannot grant a variance that would allow a use not permitted in the zoning district.
8. Hardship: the hardship cannot be based on conditions created by the owner/applicant.

Notes: