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**CITY OF COLUMBIA**  
**BOARD OF ZONING APPEALS – FORM BASED CODES MINUTES**  
**June 10, 2015- 10:00 AM**

**City Council Chambers**  
**1737 Main Street, 3<sup>rd</sup> Floor • Columbia, SC**

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**In attendance:** Charles J. Brooks, James Fowles, III, Morgan Grimball, Joseph Guido, T. Todd Simon

**Out:** None

**Staff:** Brian Cook, Andrew Livengood, Andrea Wolfe

**I. CALL TO ORDER and DETERMINATION OF QUORUM**

Meeting called to order at 10:00 AM by Brian Cook, Zoning Administrator. Introductions of staff.

**II. RULES AND PROCEDURES**

Overview of Board of Zoning Appeals – Form Based Codes (BOZA-FBC)

Meetings held when request by individual for interpretation or appeal made by Zoning Administrator or Consolidated Review Committee, which consists of City staff, for the Bull Street Form Based Code/PUD (Planned Unit Development).

Overview of the Form Based Code

Discuss of meeting format

Overview of Rules of Procedure

Move to review and adopt Rules of Procedure at the next meeting by Mr. Fowles.

**III. ELECTION OF OFFICERS**

Motion by Mr. Guido to nominate Mr. Fowles for the position of Chairperson.

Nomination accepted by Mr. Fowles.

Motion seconded by Mr. Grimball.

Motion approved 4-0 for appointment of Mr. Fowles as Chairperson.

Motion by Mr. Fowles to nominate Mr. Simon for the position of vice-chairperson.

Nomination accepted by Mr. Simon.

Motion seconded by Mr. Grimball.

Motion approved 5-0 for appointment of Mr. Simon as vice-chairperson.

**IV. OTHER BUSINESS**

Next meeting of the BOZA-FBC to be held on Wednesday, August 12<sup>th</sup> at 10:00a.m. in City Council Chambers. Mr. Fowles recommended that a Consent Agenda and Regular Agenda be presented at each meeting.

Form Based Code updated draft on August agenda

DVD contained the Bull Street Form Based Code and the Development Agreement

**V. ADJOURNMENT**

There being no further business, motion by Mr. Simon to adjourn the June 10th, 2015 Board of Zoning Appeals-FBC meeting. Motion seconded by Mr. Fowles, Meeting adjourned at 10:54 a.m.

Respectfully submitted by Andrea Wolfe  
Sr. Admin. Secretary  
Planning and Development Services Department  
City of Columbia