

# BOARD OF ZONING APPEALS

THE MANOR  
100 ALVINA HAGOOD CIRCLE  
BLYTHEWOOD, SC 29016  
TUESDAY, January 17, 2022  
6:30 PM

## MINUTES

### Members Present

Pat Littlejohn – Chair  
Tom Utroska– Vice-Chair  
Ray Fantone  
Nikki Shaffner

### Staff Present

Carroll Williamson, Town Administrator  
Kirk Wilson, Secretary

### Members Absent

Marlon Hinds

## I. CALL TO ORDER & DECLARATION OF A QUORUM

### A. ROLL CALL

Chairwoman Pat Littlejohn called the meeting to order at 7:45 PM and declared a quorum was present.

### B. NOTIFICATION AND POSTING OF THE AGENDA

Kirk Wilson stated that the agenda was properly posted and the media notified.

### C. ADOPTION OF THE AGENDA

Ray Fantone made a Motion to approve the agenda. The Motion was seconded by Tom Utroska.  
**All in favor; 4-0**

### D. PLEDGE OF ALLEGIANCE

### E. APPROVAL OF MINUTES – (December 12, 2022)

Nikki Shaffner made a Motion to approve the minutes of May 13, 2019. The Motion was seconded by Ray Fantone. **All in favor; 4-0**

## II. NOMINATION AND ELECTION OF OFFICERS FOR 2023

### A. NOMINATION AND ELECTION OF CHAIRMAN FOR 2023

Tom Utroska made a motion to nominate Pat Littlejohn as Chairman for 2023. Nikki Shaffner seconded the motion. **All in favor; 4-0**

**B. NOMINATION OF VICE-CHAIRMAN FOR 2023**

Ray Fantone made a motion to nominate Tom Utroska as Vice-Chairman. Nikki Shaffner seconded the motion. **All in favor; 4-0**

**C. NOMINATION OF SECRETARY FOR 2023**

Nikki Shaffner made a motion to keep Kirk Wilson on as Secretary. Tom Utroska seconded the motion. **All in favor; 4-0**

**III. ACTION ITEM**

**A. APPROVAL OF MEETING SCHEDULE FOR 2023**

Tom Utroska made a motion to approve the 2023 meeting schedule. Ray Fantone seconded the motion. **All in favor; 4-0**

**IV. OPEN CITIZEN COMMENTS**

**V. ADJOURNMENT**

Tom Utroska made a Motion to adjourn the meeting at 8:00 PM. The Motion was seconded by Nikki Shaffner. **All in favor; 4-0**

Respectfully submitted,

*Kirk Wilson*

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Kirk Wilson, Secretary