

**THE TOWN OF HILTON HEAD ISLAND
CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS MINUTES**

Date of Meeting: Thursday, May 15, 2014

Members Present: Frank Guidobono, Neil Gordon, Ling Graves, Michael Lynes, Randy May
Jay Owen, Gary Schmidt, Robert Tanner,

Members Absent: Chauncey Burtch, Joe Nix, Robert Zinn

Town Staff Present: Jill Foster, *Deputy Director Community Development*; Bob Klein,
Building Official; Brian Hulbert, *Staff Attorney*

I. Call to Order

Chairman Graves called the meeting to order at 3:00 p.m.

II. FOIA Compliance

Public notification of this meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

III. Swearing in of CBAA Members. Mayor Laughlin performed the swearing in of the eight members that were present.

IV. Election of Chairman and Vice Chairman. Mr. Gordon nominated Mr. Ling for Chairman. Mr. Owen Seconded. The motion passed unanimously. Mr. Gordon nominated Mr. Guidobono for Vice Chairman. Mr. Owen Seconded. The motion passed unanimously.

V. Approval of Agenda. Approved as presented.

VI. Approval of Minutes

The minutes of February 28, 2012 were approved as presented.

VII. Appearance by Citizens on Items Unrelated to Today's Agenda. None

VIII. Unfinished Business. None

IX. New Business

A. Adopt 2014 CBAA Meeting Schedule. The 2014 CBAA Meeting Schedule was approved as presented.

B. Consideration of proposed amendments to CBAA Rules of Procedures. Ms. Jill Foster reviewed various sections of the proposed Rules of Procedures. Mr. Gordon made a motion to approve the Revised Rules of Procedure as presented. Mr. Owen seconded. The motion passed unanimously.

X. Adjournment

There being no further business, the meeting adjourned at 3:45 p.m.

Submitted by Eileen Wilson, Senior Administrative Assistant

Approved by: Approved 7/22/2014
Ling Graves, Chairman