

Meeting Minutes of the Board of Zoning Appeals (BZA)

Tuesday, July 14, 2026, at 5:30pm

Dr. TK Gregg Recreation Center

650 Howard St. Spartanburg, SC 29303

Attendance

Board Members Present

- Brian Murdoch, Chair
- McKay Moore, Vice Chair
- Dr. Midas Hampton
- Aksel Wagner

Staff Present

- Fredalyn Frasier, Planning Director
- Nan Zhou, Planner II

Others Present

- Theodore Fort, Homeowner – 207 N. Fairview Ave.
- Ed Miles, Homeowner – 633 Crystal Dr.
- Ricky Richardson, Homeowner – 643 Crystal Dr.
- Members of the public

Call to Order

Chair Brian Murdock called the meeting to order at 5:30 PM. A quorum was established with 4 members present.

The Chair stated that the public notice of the meeting was provided in compliance with the Freedom of Information Act and the City of Spartanburg Zoning Ordinance, and the Chair reviewed the meeting procedures for applicants and public comment.

Approval of Agenda

On a motion by Ms. McKay Moore and seconded by Mr. Dr. Midas Hampton, the agenda was approved by a vote of 4-0.

Approval of Meeting Minutes (July 14, 2026)

On a motion by Dr. Midas Hampton and seconded by Ms. McKay Moore, the meeting minutes from July 14, 2026 were approved by a vote of 4-0.

Old Business

Planning Department

- Board members stated that the request was straightforward and consistent with the staff report.
- Members noted that the subdivision would reduce the existing nonconformity by separating the two existing primary structures and allowing the detached garage to remain with the house it serves.
- The Board found that the request was compatible with the residential character of the surrounding area and that the proposed conditions were standard and appropriate.

Motion

On a motion made by Ms. McKay Moore and seconded by Mr. Aksel Wagner, the Board of Zoning Appeals approved the variance for 207 North Fairview Avenue, subject to the conditions recommended by staff. The motion was made 4-0.

Variance - 633 Crystal Drive - Interior Side Yard Setback Reduction

The Board considered a request for a variance to reduce the required interior side yard setback from 15 feet to 8 feet to allow construction of a proposed addition on the east side of the residence and a deck on the west side. The property is located at 633 Crystal Drive and is zoned R-15, Single-Family Residential District.

Staff Presentation

- Staff presented the request and explained that the subject parcel is approximately 15,000 square feet. The property abuts Crystal Drive to the south, and the surrounding residential properties are also zoned R-15 (Single Family Residential District).
- The R-15 zoning district requires a 15-foot interior side yard setback. The applicant requested a reduction to 8 feet to accommodate the proposed primary suite addition and a deck.
- Staff noted that the existing house (built in 1933) predates the current zoning ordinance, which was adopted in 1999. Staff also explained that the existing structure does not align with the property lines, particularly on the west side where the house is already closer to the side property line.
- Staff found that surrounding homes were generally built around the same time but are more parallel to their property lines and that many surrounding lots are wider than the subject parcel. While the ordinance does not prevent residential use, the setback requirement would significantly limit the proposed improvements.
- Staff recommended approval of the variance with standard conditions, finding that the request would not cause harm to the public or undermine the integrity of the zoning ordinance and that the surrounding area would remain residential in character.

Applicant Presentation

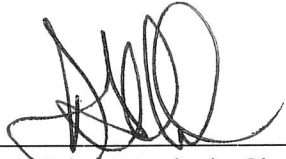
- Ed Miles, property owner, stated that letters from both adjacent neighbors were included with the application materials.
- Mr. Miles explained that the requested 8-foot setback would allow the addition to remain closer to the street and avoid pushing the building farther into the rear portion of the lot, where it would have a greater impact on neighboring views and outdoor living areas.

Planning Department

- Staff also described the transition from mailed letters in envelopes to postcard notices for property owners within the required notification area. The new process is intended to improve efficiency, reduce waste, and provide the same project information more clearly.
- Staff reported that coordination with the Appalachian Council of Governments was underway regarding virtual training opportunities and that new board member training and parliamentary procedure materials would be provided as needed.

Adjournment

On a motion made by Brian Murdoch and seconded by Dr. Midas Hampton. The meeting was adjourned at 6:07 by a vote of 4-0.

A handwritten signature in black ink, appearing to be 'Brian Murdoch', written over a horizontal line.

Brian Murdoch, Chair