

## Minutes

### **Regular Meeting of the Florence County Board of Zoning Appeals**

**Tuesday, December 16, 2025 at 6:00pm**  
**Florence County Complex, Room 803**  
**180 N. Irby St., Florence, South Carolina 29501**

**Florence County Planning Department staff posted the agenda for the meeting at the following locations:**

- The County's Website
- Information Board / Main Entrance of the County Complex (180 N Irby St, Florence)
- Information Board / Main Lobby of the County Planning & Building Dept (518 S Irby St, Florence)
- Elevator Landings / 1<sup>st</sup> Floor and 8<sup>th</sup> Floor of the County Complex
- The agenda was also mailed to the media.

#### **I. Call to Order**

Chairman Brian Casey called the meeting to order at 6:26 PM.

#### **Attendance:**

**Board Members Present:** Chairman Brian Casey  
 Vice-Chairman Brenda Deas  
 Craig Floyd  
 Kenneth Muldrow  
 Louie Hopkins

**Board Members Absent:** Jessica Wright  
 Wesley Martin

**Staff Present:** Mr. Ethan Brown, Deputy Director  
 Mr. J. Shawn Brashear, Planning Director  
 Ms. Lisa Becoat, Administrative Assistance  
 Ms. Holly Smith, Secretary  
 Patrick Ward, IT Dept Staff

**Staff Absent:** Mr. Malloy McEachin, County Attorney  
 Ms. Caroline Dunlap, Planner III

**Public Attendance:** See sign-in sheet on file at the Florence County Planning Department.

#### **II. Review and motion of the minutes:**

- Minutes of the BZA Meeting of October 21<sup>st</sup>, 2025

**Motion** to approve the minutes as presented was made by Vice-Chairman Brenda Deas/  
 Mr. Louie Hopkins **Seconded** the Motion. All were in favor.

The minutes of the October 21, 2025 BZA Meeting were unanimously approved 5 to 0.

### **III. Public Hearing:**

Chairman Casey stated that there was no public hearing advertised on the agenda for this meeting.

### **IV. Other Business**

#### **Election of BZA Officers:**

Planning Staff in attendance, Mr. Ethan Brown, approached the podium to speak and volunteered to assist Chairman Casey with elections, stating that he could call for the motion to elect a BZA Chairman and once a motion was seconded, and approved, Brown stated, whoever was voted as the new BZA Chairman could then take over and call for the motion to elect a BZA Vice-Chairman. Chairman Casey agreed to Mr. Brown's offer of assistance. At that time, Mr. Louie Hopkins made a motion to elect Mr. Brian Casey as BZA Chairman/ Mrs. Brenda Deas seconded the motion. All were in favor (with the exception of Mr. Casey, who abstained from voting). The motion to appoint Mr. Brian Casey as BZA Chairman was approved 4 to 0.

Re-elected BZA Chairman Casey then proceeded to call upon the Board for recommendations of BZA Vice-Chairman and asked if someone wanted to make a motion. Mr. Kenneth Muldrow made a motion to appoint Mrs. Brenda Deas as BZA Vice-Chairman/ Mr. Louie Hopkins seconded the motion. All were in favor (with the exception of Mrs. Deas, who abstained from voting). The motion to appoint Mrs. Brenda Deas as BZA Vice Chair was approved 4 to 0.

#### **2026 BZA Meeting Calendar:**

After elections of BZA Officers, Mr. Brown returned to the podium to address the Board and explained to the Board that there was a proposed 2026 BZA Meeting Calendar in each member's packet. Mr. Brown explained that during the holiday season of 2026, staff had proposed holding scheduled BZA meetings in November and December a week earlier than normal in order to avoid conflict with the Thanksgiving and Christmas holidays. Mr. Brown concluded that staff could choose whatever non-conflicting dates they wished, but the highlighted dates in the calendars were the dates Planning staff proposed to the Board. Mr. Brown returned to his seat and Chairman Casey then called for a motion from the Board for the presented BZA meeting schedule for 2026. Vice-Chairman Brenda Deas made a motion to accept the 2026 BZA meeting schedule as presented./ Mr. Louie Hopkins seconded the motion/ All were in favor/ The motion to accept the 2026 BZA Meeting Schedule as presented was approved 5 to 0.

At that time, there was a question for clarification from Planning Staff on the chosen November and December dates. Chairman Casey confirmed that they voted in favor of the highlighted November, 10<sup>th</sup> meeting and the December 8<sup>th</sup> meeting on the staff suggested 2026 BZA Meeting Calendar.

### **V. Executive Session**

Next, Chairman Casey explained that the Board was now scheduled to move into Executive Session to discuss a legal matter and asked for a motion to move into Executive Session. Vice-Chairman Deas made a motion to move into an Executive Session/ Mr. Louie Hopkins seconded the motion/ All were in favor/ The motion for the Board to move into an Executive Session in order to discuss a legal matter was approved 5 to 0.

Upon returning from Executive Session, Chairman Casey asked if someone could make a motion for the Board adjourn from Executive Session. Vice-Chairman Brenda Deas made a motion to adjourn from Executive Session/ Mr. Louie Hopkins seconded the motion/ All were in favor/ The motion to adjourn from Executive Session was approved 5 to 0.

Chairman Brian Casey then explained that there was no action taken by the Board during the Executive Session and that concluded the BZA Agenda for the evening.

## **VI. Adjournment**

There being no other business, questions, or discussion, Chairman Brian Casey called to adjourn the meeting. All were in favor of adjourning the meeting. The meeting was adjourned at 7:23 PM

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**Holly Smith, BZA Secretary**

Approved by:

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**Ethan Brown, Deputy Director of Planning & Building**

*\*These minutes reflect only actions taken and do not represent a true verbatim transcript of the meeting.*