PLANNING COMMISSION
Anna Butler
Beau Livingston
Robert J. Matkowski
Elaine McGruder
Ron Rimawi
David Roberts
Marie Rodriguez-Beebe

CITY MANAGER
Bret Bell

COMMUNITY DEVELOPMENT DIRECTOR
Patricia Sinel

CITY ATTORNEY
Edward M. Hughes/ Tracy O'Connell

CITY OF TYBEE ISLAND

Planning Commission Meeting
November 17, 2025 – 6:30 pm
Minutes of Meeting

Chair Elaine McGruder called the meeting to order at 6:30pm, November 17, 2025. Planning Commission members in attendance were **Anna Butler, Beau Livingston, Robert Matkowski, David Roberts, Ron Rimawi,** and **Marie Rodriguez-Beebe**. Staff in attendance were **Patricia Sinel** and **Lisa L. Schaaf**.

Opening Ceremonies. Pledge of Allegiance

Consideration of Minutes for October 20, 2025**, Beau Livingston** made a motion to approve with David Roberts amendment. **Anna Butler** seconded. The vote to approve was unanimous.

Disclosures/Recusals. There were none.

Old Business. There were none.

New Business:
Subdivision of land (minor): dividing one lot into two - 6 Dogwood Avenue - 40001-10013 -R-1 -Barbara Miller.
Patricia Sinel stated this is a minor subdivision. The applicant is proposing to divide the lot in half to sell the adjacent vacant lot. This does meet all minor subdivision requirements, except for lot size. The lot size is consistent with surrounding density. Staff recommends approval with the condition that all plat content requirements are met before signatures are obtained and the plat is recorded. **Beth Hodges**, who lives at 12 Dogwood Avenue, stated she is speaking on behalf of Barbara Miller. **Beth Hodges** also stated she also owns two of the lot on Dogwood and is in favor of this change. **Beau Livingston** made a motion to approve. **Marie Rodriguez-Beebe** seconded. The motion to approve was unanimous.

Subdivision of land (minor): subdividing and combining lots - 144 S Campbell Avenue -40016 02005A -R-2 -William C. Fleetwood, Jr.

Patricia Sinel stated this is a minor subdivision as well as a combination. This does meet all requirements. Staff recommends approval with the condition that all plat content requirements are met before signatures are obtained and the plat is recorded. **William Fleetwood**, who lives at 138 S. Campbell, stated he has lived in this neighborhood around 50 years, this home has been a long-term rental, and he intends to use this minor subdivision to protect the trees on the created front lot. **Marie Rodriguez-Beebe** made a motion to approve. **Robert Matkowski** seconded. The motion to approve was unanimous.

Special Review: home occupation - 1201 Butler Avenue -40007 07012 -R-2 - Norman Chavez Zapien.

Patricia Sinel stated this is a request for a home occupation, a one person hair salon, in the R-2 zoning district. **Bobby Reynolds,** who is the representative for the applicant, stated Mr. Zapien is requesting this special review to provide salon services about six hours a week out of his residence and there will not be any new construction, including new walls, other than a shampoo bowl. Mr. Zapien would like to sell hair care products to his in-home clients. Staff recommends approval. **Marie Rodriguez-Beebe** made a motion to approve. **Beau Livingston** seconded. Motion to approve failed 2 for the motion and 4 against. David Roberts made a motion to deny. **Robert Matkowski** seconded. Voting in favor were **Robert Matkowski, David Roberts, Ron Rimawi** and **Anna Butler.** Voting against were **Marie Rodriguez-Beebe** and **Beau Livingston.** Motion to deny was 4 to 2 in favor of the denial.

Variance: setback encroachments - 8 Driftwood Court - 40002 24025 -PUD -John & Kelly Meier.

Patricia Sinel stated this is a request for three different encroachments in the front, side, and toe of dune setbacks. This is in a planned unit development, Seaside Colony. Seaside colony uses the R-1 zoning standards. The shore protection act jurisdiction line has moved landward over the years, moving toe of dune setback on this property further inland considerably over the years on this vacant property. Staff detailed the extents of the proposed encroachments, including taking up 50% of the toe of dune setback. **Kelly Hagan Myer**, who owns 8 Driftwood Court stated she has owned this property for 32 years and would like to build in character with the rest of the neighborhood. Ms. Myer stated they have been told for six years they cannot build on their property. **Zach Harris**, attorney with Hunter McLlaine, 200 E. St Julian Street, Savannah, stated the applicants are asking for what they think is eminently reasonable when considering the unique character of the lot. Mr. McLaine further stated they property owners are the

victims of a very successful dune and beach renourishment project that has resulted in more encroachment based on manmade and natural factors. **Anna Butler** made a motion to deny. **Robert Matkowski** seconded. Voting for the motion were **Anna Butler, Beau Livingston, Robert Matkowski, Ron Rimawi,** and **Marie Rodriguez-Beebe.** Voting against the motion was **David Roberts.** Motion to deny passed 5 to 1.

Map Amendment: rezone from C-1 Conditional (SE Overlay) to C-1 (SE Overlay) - 20 14th Street -40007-06001 -Shiloh & Amber Hutton.
Patricia Sinel stated this is a single-family residence that has a conditional zoning to allow for special events. The applicants are requesting to remove the conditional zoning to make it straight C-1 Beach Business/SE South End Business Overlay zoning. **Walt Freeman,** who lives at 1801 Chatham Avenue, is representing the applicant. He stated he is going to purchase the property and would like to change it to C-1 and renovate it to keep the property as is. He also stated he values the property and trees. Staff recommends approval. **Marie Rodriguez-Beebe** made a motion to approve. **Beau Livingston** seconded. Voting for the motion were **Beau Livingston, Robert Matkowski, Ron Rimawi, David Roberts.** and **Marie Rodriguez-Beebe.** Voting against the motion was **Anna Butler.** Motion to approve passed 5 to 1.

Map Amendment: Addition of the Fort Screven and North Campbell Subdivision Local Historic District overlay to official zoning map. *(Request to table)*

Text Amendment: Update to Article 14- Historic Preservation and Sec. 4-050. - Zoning districts to create the Fort Screven and North Campbell Subdivision Local Historic District. *(Request to table)*

Land Development Code update feedback session.
Patricia Sinel and **Denise Grabowski,** who is with Symbioscity, the prime consultant on the Land Development Code (LDC) update project, gave an overview of the proposed changes to articles 1-7 of the LDC update.

Director's Report: Patricia Sinel gave an update to the recent City Council case decisions and that applications for openings on Planning Commission are available online.

Adjournment: 8:00 pm

Lisa L. Schaaf