Tybee Island
HISTORIC PRESERVATION COMMISSION
Meeting Minutes

Date & Time: May 11, 2026, 6:00 pm
Present: Mike Goldberg, John Simshauser, Cara Cole, and Maggie Wright
Observers: Ben Goggins (HPC Applicant), Dawn Shay (Forever Tybee), Jan Will
Location: Burke Day Public Safety Building, Conference Room, 78 Van Horne Avenue

Call to Order
The meeting was called to order at 6:05 PM by Chair Mike Goldberg. A quorum was present.

Approval of Minutes
The April 20, 2026, Historic Preservation Commission Monthly Meeting Minutes were reviewed. No changes were requested. The minutes were approved unanimously upon a motion by Cara Cole and seconded by John Simshauser. The motion passed unanimously.

Announcements
Tybee/MLK & Lazaretto Coalition
No update was received.

HPC Chair
Chair Mike Goldberg reminded the audience that the Historic Preservation Commission is a group of volunteers serving the community.

Ongoing Business

Update on Fort Screven Guardhouse Reroofing and Maintenance Needs
There was no update at this time. The building is still in the process of being assessed.

Update on Fort Screven Firehouse/Arts Center Windows Restoration
Chair Goldberg reported that the two restored windows are complete, installed, and functioning properly. The cost for the restoration of the two windows was approximately $3,500.

Discussion was held regarding future restoration efforts and improvements to the building. Members shared that the remaining window restoration work will hopefully be included in the future building renovation budget. It was also noted that a T Mobile Hometown Grant application was submitted for up to $50,000 to assist with additional window restoration efforts.

Commission members discussed a recent meeting with the architect working on the building to

review future design concepts and possibilities for the space. Topics discussed included doors, storm windows, and a potential mural on the CMU wall with restored windows used as marquee style displays.

Education and Promotion Committee – Tour of Homes
Jan Will offered her home to be included in the Tour of Homes. Cara Cole shared that she spoke with the owners of Sand Cat, who are also interested in participating.

The next Tour of Homes meeting is scheduled for May 12, 2026 at 11:00 AM.

Certified Local Government Evaluation
Maggie Wright reported that the City's Certified Local Government Evaluation was submitted on May 11, 2026. The submission included agendas, meeting minutes, and commissioner training documentation.

New Business

Application for HPC Vacant Position
The Historic Preservation Commission reviewed the application submitted by Ben Goggins for the vacant position on the Commission.

The Historic Preservation Commission is comprised of five members. The process for nominating and appointing commission members is outlined in the Historic Preservation Commission Program Policies and Procedures. In February 2026, the Historic Preservation Commission opened a public application period to fill a vacancy. The application period closed on April 30, 2026, and one application was received.

A motion was made to approve Ben Goggins for the vacant position on the Commission.

Motion by Cara Cole.
Seconded by John Simshauser.
The motion passed unanimously.

The Commission discussed sending a recommendation memo to the City Clerk during the week with hopes that the appointment will be considered by City Council at the May 28, 2026 meeting.

Fund for Historic Preservation on Tybee Island – Revolving Loan Fund
The Commission discussed the possibility of establishing a preservation funding program for Tybee Island. Discussion included the distinction that the Historical Society Foundation is a private organization and not part of the municipality. Members discussed that a revolving loan fund or preservation grant program may be a more effective option to support preservation projects on the island. Another idea discussed was the creation of an annual preservation award recognizing completed preservation based projects. Commission members agreed to research revolving loan fund programs utilized in other communities.

Review of Permit Review Process
There were no major updates regarding the permit review process.

Cara Cole will continue sending property information and recommendations to Community Development. Commissioners discussed the importance of reviewing properties listed in local historic surveys and monitoring Planning Commission and City Council agendas to stay informed on upcoming projects and applications.

Permit for Review

21 Officers Row

The Commission reviewed an application for new stairs and deck construction at 21 Officers Row. The application was received on May 6, 2026.

The property is listed as Survey Field #018 in the "Ft Screven & N Campbell Local HD Phase 2 Final Report Updated 041525.pdf" as "Bldg. No. 27 – Officer's Quarters." The property is identified as Queen Anne style architecture, Building Foursquare type, constructed between 1900 and 1904, and classified as Contributing for National Register eligibility.

Commission members discussed the need for additional project details before providing a formal recommendation. Members agreed to continue discussions via email, seek clarification from the property owners regarding the scope of work, and submit a recommendation to Community Development prior to the review deadline.

Adjournment

There being no further business, a motion to adjourn was made by Mike Goldberg and seconded by Cara Cole. The motion passed unanimously, and the meeting was adjourned at 7:22 PM.