PLANNING COMMISSION
Ted Franks
Mack Kitchens
Robert J. Matkowski
Elaine McGruder
Lynn Moody
Ron Rimawi
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
March 23, 2026 – 6:30 pm
Minutes of Meeting

Chair Elaine McGruder called the meeting to order at 6:30pm, March 23, 2026. Planning Commission members in attendance were **Ted Franks, Mack Kitchens, Robert Matkowski, Lynn Moody, Ron Rimawi,** and **Marie Rodriguez-Beebe**. Staff members in attendance were **Patricia Sinel** and **Lisa L. Schaaf.**

Opening Ceremonies: Pledge of Allegiance

Consideration of Minutes for February 23, 2026. **Marie Rodriguez-Beebe** made a motion to approve. **Bob Matkowski** seconded. The vote to approve was unanimous.

Disclosures/Recusals: Bob Matkowski informed the commission that, regarding item 18 Pulaski, he lives at 20 Pulaski, and voted on a project at this same address two years ago.

Old Business:
Variance: Encroachment into required front setback - 1415 6th Avenue - 40011 07006 - R-2 – Linda R. Ainsworth/Virginia Addicott.
Patricia Sinel stated this is a non-conforming single-family residence and the request is to enclose and condition part of the front porch: the open covered area and a screened in porch area. The applicants are also requesting to add a cover over the front steps landing that will be the new entry area. The requests will further the non-conformity. **Virginnia Addicott**, who lives at 1415 6th Avenue stated the intention is to make the front area more mobility for moving around in the main living area. **Dee Matkowski**, who lives at 20 Pulaski stated she is against the variance. **Lynn Moody** made a motion to approve. **Mack Kitchens** seconded. Voting for the motion to approve was **Ted Franks, Mack Kitchens**, **Lynn Moody, Ron Rimawi,** and **Marie Rodriguez-Beebe.** Voting against the motion to approve was **Robert Matkowski.** Motion to approve passed five to one.

New Business:
Variance: Encroachment into setback - 1801 Butler Avenue - 40009 08009 - R-2 - William Trout, Jr.
Patricia Sinel stated the applicant would like to build in the front and side setbacks which would further increase the nonconformity of the existing residential structure. **Bill Trout**, who lives at

1801 Butler Avenue, stated stairs are for the addition of the proposed third floor area. He also requests to screen and cover the uncovered front deck and have a balcony over that. **Robert Matkowski** made a motion to deny. **Marie Rodriguez-Beebe** seconded. Voting for the motion to deny was **Marie Rodriguez-Beebe, Ron Rimawi. Robert Matkowski** and **Chair Elaine McGruder.** Voting against the motion to deny was **Ted Franks, Mack Kitchens**, **Lynn Moody.** Motion to deny passed four to three.

Variance: Encroachment into required front setback - 18 Pulaski Street -40001 09003 -R-2 – Tybee Trust (Jennifer Rutherford).

Patricia Sinel stated this structure is non-conforming and the applicant is wanting to encroach further into the front setback by expanding the front porches towards the street, extend the roof out over the porches, and screening the porches in. This would further the setback encroachment into the required front yard setback and increase the non-conformity. **Jenny Rutherford**, who lives at 18 Pulaski, stated everything that is in place now there is covered under a building permit and the variance would reclassify the front flat roofs to porches. **Joan Garrett,** who lives at 29 Pulaski, stated she is against this variance. **Carmela Aliffi**, who lives at 27 Pulaski, stated she is against this variance. **John Anderson**, who lives at 301 2nd Avenue, stated he is for this variance. **Dee Matkowski**, who lives at 20 Pulaski, stated she is against this variance. **Christy Risch**, 2 Nailer Lane, stated she is for this variance. **Josh Walker**, 1128 Wilmington Island Road, and is Jenny Rutherford's attorney, stated they are only asking for additional changes for safety. **Mack Kitchens** made a motion to approve. **Lynn Moody** seconded. Voting for the motion to approve were **Mack Kitchens**, **Lynn Moody,** and **Ted Franks.** Voting against the motion to approve were **Marie Rodriguez-Beebe, Ron Rimawi, Robert Matkowski** and **Chair Elaine McGruder.** Motion to approve failed four to three.

Marie Rodriguez-Beebe made a motion to only approve the portion of the porches that match the original 2006 areas that can be screened in. **Lynn Moody** seconded. Voting for the motion were **Ted Franks, Mack Kitchens**, **Lynn Moody, Marie Rodriguez-Beebe** and **Ron Rimawi.** Voting against was **Robert Matkowski.** Motion to approve with conditions passed five to one.

Site Plan with variance (parking): mixed use structure - 103 Byers Street - 40026 01005 -C-2 – You & Me Investments, LLC (Regina & Twila Bryan).

Patricia Sinel stated this will be a three-story structure, two stories will be office and retail the third story will be residential. The applicants are also requesting relief parking requirements as the lot is low lying and they intend to keep the large live oak that is in the parking area which takes away one parking space. They are also asking for seven spots dedicated for golf cart parking in the city right of way. **Twila Bryan**, who lives at 980 Mortar Avenue, stated this is the vision for a company they already have and which services Tybee Island. They would like to bring their business to all be under one roof. Cynthia Kohn, who lives at 12 Teresa Lane. She stated she is against this business. **Marie Rodriguez-Beebe** made a motion to approve. **Lynn Moody** seconded. Voting for the motion to approve were **Ted Franks, Robert Matkowski, Lynn Moody, Ron Rimawi,** and **Marie Rodriguez-Beebe.** Voting against the motion to approve was **Mack Kitchens.** Motion to approve passed 5 to 1.

Minor Subdivision: property line adjustment – 909/911 Lovell Avenue - R-2 - 40006 08012 - Joseph & Cindy Whitaker - 40006 08011 - Julian McKenzie.
Patricia Sinel stated that this is to change the property lines between the two properties. Both lots do meet the minimum lot size requirements. This will change one lot to smaller than the 60' front lot requirement. **Wes Ron**, who is the representative for both properties. stated both owners are in agreement for this change. **Ted Franks** made a motion to approve. **Lynn Moody** seconded. The motion to approve was unanimous.

Major Subdivision minor revision: Development Agreement Update for final grade height measurement - 1-10 Ocean Drive (formerly 708 Butler Avenue) - R-2 – Christopher Koncul.
Patricia Sinel stated this request is to the measure height of buildings from the finished grades of the subdivision instead of the natural elevation. **Chris Koncul** who lives at 5600 Turners Rock Road, stated he realized the lots were different heights and worked with **Patricia Sinel** on how to fix this.
Lynn Moody made a motion to approve. **Ted Franks** seconded. Voting for the motion to approve were **Ted Franks, Lynn Moody, Ron Rimawi,** and **Elaine McGruder.** Voting against the motion to approve were **Marie Rodriguez-Beebe**, **Mack Kitchens** and **Robert Matkowski.** Motion to approve passed 4 to 3.

There was no director's report.

Adjournment: 9:00 pm

Lisa L. Schaaf