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
August 17, 2026 – 6:30 pm
Minutes of Meeting

Chair Elaine McGruder called the meeting to order at 6:30pm, August 17, 2026. Planning Commission members in attendance were **Ted Franks, Mack Kitchens, Lynn Moody, Ron Rimawi, Marie Rodriguez-Beebe** and **Robert Matkowski**. Staff members in attendance were **Patricia Sinel** and **Lisa Schaaf.**

Opening Ceremonies: Pledge of Allegiance

Consideration of Minutes for July 20, 2026. **Commissioner Lynn Moody** made a motion to approve. **Commissioner Ted Franks** seconded. The vote to approve was unanimous.

Disclosures/Recusals: none

Old Business: none

New Business:
Special Review: Dune Bulkhead - 2 8TH Lane - R-2 - 40006 03010– Michael Bono (Mack Howell).
Community Development Director Patricia Sinel introduced the request and provided an overview. The applicants seek to construct a bulkhead at the toe of the dune to prevent further dune encroachment. The owner Michael Bono owns the adjoining lot 3 8th Place and would like to tie into the already constructed bulkhead on the adjacent property. Staff recommends approval with recommendations. **Mack Howell**, who lives at 105 Rutter Run, Bluffton South Carolina approached the Commission and stated he is the representative for the owner Michael Bono.
Commissioner Marie Rodriguez-Beebe made a motion to approve with staff recommendations. **Commissioner Lynn Moody,** seconded. Motion to approve was unanimous.

Special Review: Home Occupation - 6 6TH Avenue - 40003 08006 - R-1-B - Dana Danielson.
Community Development Director Patricia Sinel introduced the request and provided an overview. The applicants seek to run a home occupation in their home at 6 6th Avenue with healing arts client sessions. The Applicant is a licensed massage therapist and seeks to see one client at a time. Staff recommends approval with recommendations. **Dana Danielson,** who lives at 6 6TH Avenue,

approached the Commission and stated she is requesting to be very respectful with this business in her home.
Commissioner Ted Franks made a motion to approve. **Commissioner Lynn Moody** seconded. No vote.
Commissioner Mack Kitchens asked to amend the motion to approve to include staff recommendations. **Commissioner Ron Rimawi** seconded. **Commissioner Lynn Moody** and **Commissioner Ted Franks** voted against amending their motions. After a question from **Commissioner Robert Matkowski** about the original motion, **Commissioner Ted Franks** remade the original motion to approve. **Commissioner Lynn Moody,** seconded. Voting in favor of the motion were **Commissioner Ted Franks, Commissioner Lynn Moody, Commissioner Ron Rimawi, Commissioner Marie Rodriguez-Beebe** and **Commissioner Robert Matkowski.** Voting against the motion was **Commissioner Mack Kitchens.** Motion to approve was 5 to 1. Motion passed.

Variance: Front Yard Encroachment - 17 Shirley Road - R-2 - 40006 06008 - Gerald & Melanie Padilla.
Community Development Director Patricia Sinel introduced the request and provided an overview. The applicants seek to encroach into the front yard setback to increase indoor living space by 190 feet by enclosing a screen porch, adding 98 square feet of deck and installation of pervious pavers. The spaces are not wide enough for assisted devises and the front door does not have enough clearance to open up all the way. **Melanie Padilla**, who lives at 17 Shirley Road, stated they would like to enclose the space for their extended family.
Commissioner Lynn Moody made a motion to approve. **Commissioner Ted Franks,** seconded. Voting in favor of the motion were **Commissioner Ted Franks, Commissioner Lynn Moody, Commissioner Mack Kitchens** and **Commissioner Elaine McGruder.** Voting against the motion was **Commissioner Ron Rimawi, Commissioner Marie Rodriguez-Beebe** and **Commissioner Robert Matkowski.** Motion to approve was 4 to 3. Motion passed.

Directors report:
Community Development Director Patricia Sinel stated at the City Council meeting the first reading of the STR ordinance was held and the second meeting will be on the 27th of August. All the other cases at that meeting were approved. Except 104 17th street which was continued until September 10, 2026.
The rules of procedure were last updated in 2022. She stated these updates will fix most of the overlapping and the review process.

Adjournment: 8:00 pm

Lisa L. Schaaf