PLANNING COMMISSION
Ted Franks
Mack Kitchens
Robert J. Matkowski
Elaine McGruder
Lynn Moody
Ron Rimawi
Marie Rodriguez-Beebe

CITY OF TYBEE ISLAND

CITY MANAGER
Bret Bell

COMMUNITY DEVELOPMENT DIRECTOR
Patricia Sinel

CITY ATTORNEY
Edward M. Hughes/ Tracy O'Connell

Planning Commission Meeting
July 20, 2026 – 6:30 pm
Minutes of Meeting

Chair Elaine McGruder called the meeting to order at 6:30pm, July 20, 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 **Shelby Gore.**

Opening Ceremonies: Pledge of Allegiance

Consideration of Minutes for June 22, 2026. **Commissioner Lynn Moody** made a motion to approve. **Commissioner Ted Franks** seconded. The vote to approve was unanimous.

Disclosures/Recusals: Commissioner Mack Kitchens stated he would recuse himself for agenda item Major Subdivision with Variances – 104 17th Street- 40008 18001 - C-1 – Southern Belle Rentals, LLC (Walt Freeman).

Old Business: none

New Business:

Minor Subdivision and combination: 10 Horsepen Point Drive -R-2/EC- 40012 03002 – James Alexander AND 12 Horsepen Point Drive – R-2/EC- 40012 03003 – Leo Sheehan (Ashley Flagella White).

Community Development Director Patricia Sinel introduced the request and provided an overview. The applicants seek to combine part of the two parcels 10 and 12 Horsepen Point Drive that are already developed. The parcels currently have a shared dock and that dock needs to be on a common parcel and owned by both entities for insurance purposes. **Commissioner Lynn Moody** made a motion to approve with staff recommendations. **Commissioner Ted Franks** seconded. Motion to approve was unanimous.

Minor Subdivision: 4 Tenth Terrace -R-2- 40006 16012 –Slotin & Company LLC (Chad Zittrouer).

Community Development Director Patricia Sinel introduced the request and provided an overview of the property. The applicant seek to combine and re-subdivide the parcel to make 3 lots that meet the subdivision requirements. **Commissioner Lynn Moody** made a motion to approve with staff recommendations. **Commissioner Ted Franks** seconded. Motion to approve was unanimous.

Major Subdivision with Variances – 104 17th Street- 40008 18001 - C-1 – Southern Belle Rentals, LLC (Walt Freeman).

Commissioner Mack Kitchens recused himself for this agenda item.

Community Development Director Patricia Sinel introduced the request and provided an overview of the project's history. The property is considered to be multifamily residential in a townhouse design. The LDC defines and categorizes dwelling units into one of the three: single-family detached, two-family, and multi-family. Any attempts to divide any lot require subdivision plat approval. Any deviation to dimensional standards requires a variance approval. This is a fully developed parcel. The applicant is requesting to take the one single lot and divide it into five lots and to take the one structure and divide it into four structures with a common area. Each lot does not meet the required standards for single-family, and not all units meet single-family requirements. **Katie Mahany** and **Stepanie Avitable,** as authorized representatives for **Walt Freeman,** approached the Planning Commission, provided an overview of the proposal, stated the need for the variance was based on previous staff actions or lack thereof. **Frank Kelly**, a Tybee resident, approached the Planning Commission and stated he does not agree with what the applicant is asking.

Commissioner Bob Matkowski made a Motion to defer and table until the August Planning Commission meeting. **Commissioner Marie Rodriguez-Beebe** second. Voting for the motion to defer and table was **Commissioner Marie Rodriguez-Beebe** and **Commissioner Bob Matkowski.** Voting against the motion to defer and table were **Commissioner Lynn Moody, Commissioner Ted Franks,** and **Commissioner Ron Rimawi.** Motion failed 3 to 2.

Commissioner Lynn Moody made a motion to deny. **Commissioner Ted Franks** seconded. Voting for the motion to deny was **Commissioner Lynn Moody, Commissioner Ted Franks, Commissioner Ron Rimawi** and **Commissioner Bob Matkowski.** Voting against the motion to deny was **Commissioner Marie Rodriguez-Beebe.** The motion to deny passed 4 to 1.

Director's Report: Community Development Director Patricia Sinel gave an overview on the status of cases going to City Council and the public hearing notice requirements.

Adjourned: 8:50 pm

Lisa L. Schaaf