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
December 15, 2025 – 6:30 pm
Minutes of Meeting

Chair Elaine McGruder called the meeting to order at 6:30pm, December 15, 2025. Planning Commission members in attendance were **Anna Butler, Robert Matkowski, David Roberts, Ron Rimawi,** and **Marie Rodriguez-Beebe**. **Beau Livingston** was absent. Staff in attendance were **Patricia Sinel** and **Lisa L. Schaaf**.

Opening Ceremonies. Pledge of Allegiance

Consideration of Minutes for November 17, 2025**, Marie Rodriguez-Beebe** made a motion to approve. **Anna Butler** seconded. The vote to approve was unanimous.

Disclosures/Recusals. There were none.

Old Business. There were none.

New Business:
Map Amendment: Addition of the Fort Screven and North Campbell Subdivision Local Historic District overlay to official zoning map.
Patricia Sinel stated that this will result in a new overlay district on the official zoning map, with the base zoning districts still in effect for anything not specifically addressed in the overlay. **Holly Grell-Lawe** approached the Planning Commission and stated the boundaries of the overlay have been reduced the boundaries based on responses from the public. There are a total of 245 properties in the proposed overlay.
Sarah Jones approached the Planning Commission and stated she is in support of this addition.
Marie Rodriguez-Beebe made a motion to approve. **Anna Butler** seconded. The motion to approve was unanimous.

Text Amendment: Update to Article 14- Historic Preservation and Sec. 4-050. - Zoning districts of the Land Development Code to create the Fort Screven and North Campbell Subdivision Local Historic District.
Patricia Sinel presented the proposed text amendment and stated that this will result in two subsections changes in the land development code: Section 4-050 and Section 14-050. **Marie**

Rodriguez-Beebe made a motion to approve. **Anna Butler** seconded. The motion to approve was unanimous.

Text Amendment: Updates to Article 1 - Introduction, Article 2 - Definitions, Article 3 - General Provisions, Article 4 - Zoning Districts, and Article 5–Procedures for Administration and Enforcement of the Land Development Code.
Patricia Sinel presented the proposed changes to Articles 1-5 of the Land Development Code. Patricia suggested to Commission that each article have a separate vote.
Article 1 - Marie Rodriguez-Beebe made a motion to approve. **Ron Rimawi** seconded. The motion to approve was unanimous.
Article 2 - **Marie Rodriguez-Beebe** made a motion to approve. **Robert Matkowski** seconded. The motion to approve was 4 to 1. **David Roberts** voting against. **Anna Butler, Robert Matkowski, Ron Rimawi,** and **Marie Rodriguez-Beebe** voted for the approval.
Article 3 - Anna Butler made a motion to approve with three conditions: to reject the height reduction from eight feet to six feet on masonry walls/fences in Sec 3-160 (C)(1)(a), to replace "elevators" with "elevators/lifts" in Sec 3-090(A)(2)(b), and to leave the 200' average (block face) rule unchanged in Sec. 3-090 (A)(1). **David Roberts** seconded. The motion to approve with conditions was 4 to 1 with **Marie Rodriguez-Beebe** voting against. **Anna Butler, Robert Matkowski, David Roberts,** and **Ron Rimawi** voted for approval.
Article 4 - Marie Rodriguez-Beebe made a motion to approve. **Robert Matkowski** seconded. The motion to approve was unanimous.
Article 5 - **Marie Rodriguez-Beebe** made a motion to approve. **Anna Butler** seconded. The motion to approve was unanimous.

Text Amendment: Updates to Article 6 - Sign Regulations of the Land Development Code.
Patricia Sinel presented the proposed changes and stated this update to the Sign Article constitutes a considerable change.
Marie Rodriguez-Beebe made a motion to approve including wind movement in the animated signs definition. **Anna Butler** seconded. Motion to approve was unanimous.

Text Amendment: Updates to Article 7 - Tree Removal Regulations of the Land Development Code.
Patricia Sinel presented the proposed changes and stated the first change for this article is to change the name to from "Tree Removal Regulations" to "Tree Protection and Replacement Regulations". **Marie Rodriguez-Beebe** made a motion to approve with the conditions that the fine amount wording be changed to "up to $1,000 per tree per day" in Sec.7-090 (A) and to refine the language in 7-060(F) to make it more readable. **Robert Matkowski** seconded. Motion to approve with conditions was unanimous.

Director's Report:
Patricia Sinel stated there will be a few changes for the dates in 2026 for Planning Commission due to holidays. There are five openings on the Planning Commission. There are also ten openings for the Comprehensive Plan Stakeholder Committee. **Patricia Sinel** also stated that all items from the last Planning Commission was approved by City Council. The variance requests for 8 Driftwood are continued until January 8, 2026.

Adjournment: 8:00 pm

Lisa L. Schaaf