

MAYOR
Brian West

MAYOR PRO TEM
Monty Parks

CITY COUNCIL
Bill Garbett
Spec Hosti
Tony Ploughe
Nick Sears
Kathryn Williams



CITY MANAGER
Bret Bell

CITY CLERK
Fabian Mann

ASST CITY MANAGER
Michelle Owens

CITY ATTORNEYS
Edward M. Hughes
Tracy O'Connell

CITY OF TYBEE ISLAND

**City Council Regular Meeting
December 11, 2025 — 6:30 PM**

Minutes of Meeting

Call to Order — The City of Tybee Island City Council held a regular city council meeting on Thursday, December 11, 2025, at 78 Van Horne Avenue, Tybee Island, GA 31328. The meeting was called to order by Mayor Brian West at approximately 6:30 PM. Mayor Pro Tem Monty Parks, Councilmember Bill Garbett, Councilmember Tony Ploughe, Councilmember Nick Sears, and Councilmember Kathryn Williams were also present. Councilmember Michael "Spec" Hosti was absent.

Administrative Staff Attendance — City Manager Bret Bell, Assistant City Manager Michelle Owens, City Clerk Fabian Mann, City Attorney Edward Hughes, and City Attorney Tracy O'Connell were present.

Invocation — The invocation was led by **Sharon Burgess**.

Pledge of Allegiance — The pledge of allegiance was led by **Mayor West**.

Consideration of Approval of Agenda

Councilmember Williams made a motion to approve the agenda. **Councilmember Sears** seconded the motion. **Motion passed unanimously.**

Announcements

- Christmas Parade of Lights | December 12, 2025 | 6:30 PM
- Holiday Market | December 13, 2025 | 11:00 AM — 5:00 PM
- Planning Commission and Comprehensive Plan Stakeholder Committee Appointments
- Curbside Recycling Opportunity

Recognitions

- Proclamation — "Tybee Island Optimist Club Appreciation Day"

Mayor West presented a proclamation to the Tybee Island Optimist Club in gratitude for seventy-five years of service.

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- Resolution — “Expressing Appreciation to Bill Garbett for His Years Of Dedicated Service to the City of Tybee Island”

Mayor West presented Councilmember Bill Garbett with a resolution commending him for his years of dedicated service, leadership, and contributions to the city. Councilmember Garbett was also presented with a key to the city.

- Resolution — “Expressing Appreciation to Monty Parks for His Years Of Dedicated Service to the City of Tybee Island”

Mayor West presented Councilmember Monty Parks with a resolution commending him for his years of dedicated service, leadership, and contributions to the city. Councilmember Parks was also presented with a key to the city.

Consideration of Items for Consent Agenda

- City Council Regular Meeting Minutes — November 13, 2025
- Approval of Alcohol License Renewal Requests for 2026 Calendar Year
- Approval of Entertainment License Applications for 2026 Calendar Year, effective January 1, 2026 through December 31, 2026
- Agreement with Greenline Architecture, Inc. for Design Services related to the Tybee Island Marine Science Center Restroom Project
- Reimbursement Resolution 2025-20 for Construction and Equipping of a New Fire Station Complex

City Manager Discussion

- City Manager Bret Bell provided the mayor and city council with an overview of the status of the following items: alternative water service, Memorial Park master plan, water tower repair and reimbursement, Live Oak fiber installation, designated driving campaign, new fire station planning, beach nourishment, short-term rental application process, private parking lots, islandwide parking system evaluation, Wayfinding system, local historic district grant project, and Marsh End Trail project.

Citizens to be Heard

- Marianne Bramble (Absent) — "Parking Ordinance Amendment"

Public Comments

- No public comments.

Consideration of Approval of Consent Agenda

Councilmember Williams made a motion to approve the consent agenda. **Councilmember Parks** seconded the motion. **Motion passed unanimously.**

Public Hearings

- Variance: setback encroachments - 8 Driftwood Court - 40002 24025 -PUD -John & Kelly Meier. (Applicants requested to table until January 8, 2026)

The applicants requested to table the variance until the January 8, 2026, city council meeting.

- Subdivision of Land (minor): dividing one lot into two - 6 Dogwood Avenue -40001-10013 -R-1 - Barbara Miller

Community Development Director Patricia Sinel provided an overview of the minor subdivision request. The applicant is requesting to subdivide one lot (Lots 3 and 4 Block 35 Ft Screven Ward Tybee) of 0.23 acres into two lots, 3 and 4, with the intention of transferring Lot 4 to the adjacent property owners (Lot 5). Lot 3 contains an existing single-family structure, while lot 4 is vacant. Staff recommended approval contingent upon the applicant meeting all plat content requirements for a final plat and adding a statement on the final plat verifying accordance with drainage requirements. The Planning Commission unanimously recommended approval with staff conditions.

Public Comments

Tim Steinhauser provided that all neighboring property owners were agreeable to the subdivision of land.

Mayor and City Council Consideration

Councilmember Williams made a motion to approve the minor subdivision. **Councilmember Parks** seconded the motion. **Motion passed unanimously.**

- Subdivision of Land (minor): subdividing and combining lots - 144 S Campbell Avenue -40016 02005A - R-2 -William C. Fleetwood, Jr.

Community Development Director Patricia Sinel provided an overview of the minor subdivision request. The applicant is requesting to combine the northern portion of Lot 18 and Lot 17 of Horse Pen Hammock. Once combined, the applicant would like to subdivide Lots 18 and 17 into two lots, 17-A and 17-B. Staff recommended approval contingent upon the applicant meeting all content requirements for a final plat. The Planning Commission unanimously recommended approval with staff conditions.

Mayor and Council Consideration

Councilmember Parks made a motion to approve the minor subdivision. **Councilmember Sears** seconded the motion. **Motion passed unanimously.**

- Special Review: Home Occupation - 1201 Butler Avenue -40007 07012 -R-2 -Norman Chavez Zapien

Community Development Director Patricia Sinel provided an overview of the special review request. The applicant is requesting special review approval for a home occupation where the homeowner will operate a small salon service out of the single-family residence. Staff recommended approval as salon services are a low-impact commercial use. The Planning Commission recommended denial by a vote of 4-2.

Public Comments

The **applicant** and his building contractor, **Bobby Reynolds**, explained Mr. Zapien's desire to continue cutting hair while enjoying retirement on Tybee Island.

Mayor and City Council Consideration

Councilmember Garbett made a motion to approve the special review. **Councilmember Williams** seconded the motion.

Councilmember Ploughe moved to amend the original motion to include a one-year approval of the special review. **Councilmember Garbett** seconded the motion. **Councilmember Ploughe** and **Garbett** voted in favor of the amendment. **Councilmember Sears, Parks,** and **Williams** voted against the amendment. **The amendment failed by a vote of 3-2.**

Councilmember Garbett, Williams, Sears, and **Parks** voted to approve the original motion. Councilmember **Ploughe** voted against the motion. **The motion passed by a vote of 4-1.**

- Map Amendment: Rezone from C-1 Conditional (SE Overlay) to C-1 (SE Overlay) - 20 14th Street - 40007-06001 -Shiloh & Amber Hutton

Community Development Director Patricia Sinel provided an overview of the map amendment request. The applicants are requesting to remove the conditional aspect of the current zoning to make it a straight C1/SE district. Staff recommended approval due to the changing nature of the area, the adjacent commercial properties, and the proximity to a state highway. The Planning Commission recommended approval by a vote of 5-1.

Public Comments

The applicants' employee, **Stephanie**, provided that the applicants own the lot east of the property and operate it as a vacation rental.

Mayor and City Council Consideration

Councilmember Sears made a motion to approve the map amendment. **Councilmember Parks** seconded the motion. **Motion passed unanimously.**

- Text Amendment: Update to Section 3-250. - Private Parking Lots. (Second Reading)

Public Comments

Marianne Bramble spoke in support of the text amendment.

Mayor and City Council Deliberation

Councilmember Parks made a motion to approve the second reading of the text amendment. **Councilmember Ploughe** seconded the motion. **Motion passed unanimously.**

Consideration of Agreements and Bids

- 2026 State Legislative Agenda

Councilmember Ploughe made a motion to approve the 2026 state legislative agenda. **Councilmember Parks** seconded the motion. **Motion passed unanimously.**

Consideration of Resolutions

- Councilmember Sears: Proposed Amendment to Resolution 2025-09 to Amend the Rules of Council

Councilmember Sears made a motion to approve the amendment to Resolution 2025-09. **Councilmember Garbett** seconded the motion. **Motion passed unanimously.**

Executive Session

Councilmember Parks made a motion to move into executive session to discuss real estate and litigation. **Councilmember Garbett** seconded the motion. **Motion passed unanimously.**

Councilmember Parks made a motion to return to the regular meeting from an executive session. **Councilmember Ploughe** seconded the motion. **Motion passed unanimously.**

Adjournment

Councilmember Parks made a motion to adjourn the meeting. **Councilmember Garbett** seconded the motion. **Motion passed unanimously.**

City of Tybee Island

Brian West, Mayor

Attest:

Fabian Mann, Jr., City Clerk

DRAFT

