



CITY OF TYBEE ISLAND
A G E N D A
PLANNING COMMISSION
April 15, 2019 at 7:00 PM

Call to Order

Consideration of Minutes

- 1 4/15/2019 PLANNING COMMISSION MINUTES

Disclosures and Recusals

Old Business

New Business

- 2 TEXT AMENDMENT SEC.4-050 ZONING DISTRICTS(A)(1) USES PERMITTED BY RIGHT. TO ALLOW FOR MUNICIPAL USES IN R-1 DISTRICTS
- 3 SITE PLAN -75 VAN HORN -ZONE R-1-4-0021-03-005-NEW RECYCLING CENTER-CITY OF TYBEE

Adjournment

Standing Items

Adjournment

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact Jan LeViner at 912.472.5080 promptly to allow the City to make reasonable accommodations for those persons.

PLANNING COMMISSION

Demery Bishop
Ron Bossick
Marianne Bramble
Tina Gann
Charles Matlock
David McNaughton
Alan Robertson



CITY MANAGER

Shawn Gillen

COMMUNITY DEVELOPMENT DIRECTOR

George Shaw

CITY ATTORNEY

Edward M. Hughes

Planning Commission Meeting MINUTES April 15, 2019

Chair Bishop called the April 15, 2019, Tybee Island Planning Commission meeting to order. Commissioners present were **Marianne Bramble, Ron Bossick, David McNaughton** and **Alan Robertson**. Commissioners **Charles Matlock** and **Tina Gann** were absent.

Consideration of Minutes:

Chair Bishop asked for consideration of the March 11, 2019, meeting minutes. **Vice Chair Bossick** made a motion to approve. **Commissioner McNaughton** seconded. The vote to approve was unanimous.

Disclosures/Recusals:

Chair Bishop asked if there were any disclosures or recusals. There were none.

Old Business:

Chair Bishop asked if there was any old business. There was none.

New Business:

Text Amendment: Sec. 4-050. Zoning Districts (A)(1) Uses permitted by right. To allow for municipal uses in the R-1 district.

Mr. Shaw stated the applicant for this **Text Amendment** and the **Site Plan approval** has withdrawn both items for this agenda.

Site Plan approval: 75 Van Horn Street – Zone R-1 – 4-0021-03-005 – New Recycling Center – City of Tybee.

Adjournment: **Commissioner McNaughton** made a motion to adjourn. **Vice Chair Bossick** seconded. The motion to adjourn was unanimous.

7:05pm

Lisa L. Schaaf



Applicant's Name City of Tybee

Applicant's Telephone Number 912-~~4~~72-5031

Applicant's Mailing Address 403 Butler Ave.

- a. The name of the local government official to whom the campaign contribution or gift was made;
- b. The dollar amount of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of the application for this zoning action, and the date of each contribution;
- c. An enumeration and description of each gift having a value of \$250 or more made by the Applicant to the local government official during the two (2) years immediately preceding the filing of the application for this zoning action.

Signature of Applicant _____ Date 4-8-19

City Official _____ Date _____

NOTE: This application must be accompanied by additional documentation, including drawings and/or text that include or illustrate the information outlined below.

Indicate in the spaces provided whether or not the required information is provided.

<u>YES or NO</u>	<u>REFERENCE</u>	<u>DESCRIPTION</u>
___	5-020 (E)	An amendment to the text of this Land Development Code follows the same process as an amendment to the zoning map. However, a text amendment requires different materials to be included with the application.
___	5-040 (E) (1)	In the case of a text amendment, the application shall set forth the new text to be added and the existing text to be deleted.
	5-110	Section 5-110, Standards for Land Development Code or Zoning Map Amendment Approval, identifies standards and other factors to be considered by the Mayor and Council in making any zoning decision. The Applicant should provide written data addressing each of the below listed standards and factors to assure consideration of applicable information.
___	5-110 (A)	The existing land use pattern;
___	5-110 (B)	The possible creation of an isolated district unrelated to adjacent and nearby districts;
___	5-110 (C)	The existing population density pattern and the possible increase or overtaxing of the load on public facilities;
___	5-110 (D)	Whether changed or changing conditions make the passage of the proposed amendment reasonable;
___	5-110 (E)	Whether the proposed change will adversely influence existing conditions in the neighborhood or the city at large;
___	5-110 (F)	Potential impact on the environment, including but not limited to drainage, soil erosion and sedimentation, flooding, air quality, and water quality and quantity;
___	5-110 (G)	The reasonableness of the costs required of the public in providing, improving, increasing or maintaining public utilities, schools, streets and public safety necessities when considering the proposed changes;
___	5-110 (H)	Whether the proposed change will be detrimental to the value or improvement or development of adjacent or nearby property in accordance with existing requirements;
___	5-110 (I)	Whether the proposed change is out of scale with the needs of the neighborhood or entire city;
___	5-110 (J)	Whether the proposed change will constitute a grant of special privilege to the individual owner as contrasted with the adjacent or nearby neighborhood or with the general public; and,
___	5-110 (K)	The extent to which the zoning decision is consistent with the current city master plan or other local planning efforts, if any, of the city.

The Applicant certifies that he/she has read the requirements for Land Development Code Text Amendments and has provided the required information to the best of his/her ability in a truthful and honest manner.

Signature of Applicant

Date



CITY OF TYBEE ISLAND

CONFLICT OF INTEREST IN ZONING ACTIONS

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you within the past two (2) years made campaign contributions or gave gifts having an aggregate value of \$250.00 or more to a member of the City of Tybee Island Planning Commission, or Mayor and Council or any local government official who will be considering the rezoning application?

YES _____

NO X

IF YES, PLEASE COMPLETE THE FOLLOWING SECTION:

NAME OF GOVERNMENT OFFICIAL	CONTRIBUTIONS OF \$250.00 OR MORE	GIFTS OF \$250.00 OR MORE	DATE OF CONTRIBUTION

IF YOU WISH TO SPEAK CONCERNING THE ATTACHED REZONING APPLICATION, THIS FORM MUST BE FILED WITH THE ZONING ADMINISTRATOR FIVE (5) DAYS PRIOR TO PLANNING COMMISSION MEETING IF CAMPAIGN CONTRIBUTIONS OR GIFTS IN EXCESS OF \$250.00 HAVE BEEN MADE TO ANY MEMBER OF THE PLANNING COMMISSION OR MAYOR AND COUNCIL.

Signature _____

Printed Name _____

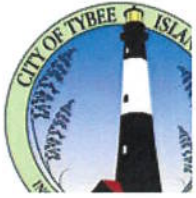
Date _____

Sec. 4-050. - Zoning districts.

(A) *R-1 residence district.* This land use district is established to minimize development densities in certain portions of the island to prevent overall development on the island from exceeding its environmental carrying capacity. Also, to provide for quiet, livable, low-density single-family neighborhoods including compatible and supporting low impact educational, religious, and public institutions, as well as limited provisions for bed and breakfast operations. The character of development in these areas is oriented for permanent residents. This district shall remain single-family residential with some light family oriented service uses. Commercial and industrial uses are incompatible with this district.

(1) *Uses permitted by right.* In a R-1 residence district, land may be used and buildings or structures may be erected or used for the following purposes:

- a. Single-family dwellings;
- b. Nonhabitable accessory buildings;
- c. Public utility structures and other public uses;
- d. Home business offices; and,
- e. Public community buildings, libraries, recreation centers and museums.



STAFF REPORT

PLANNING COMMISSION MEETING: April 15, 2019

CITY COUNCIL MEETING: May 23, 2019

LOCATION: Van Horn (across from police station)

Parcel #: 4-0021-03-005

APPLICANT: City of Tybee Island

OWNER: Lower Bay St. Properties

EXISTING USE: None

PROPOSED USE: Recycling Center

ZONING: R-1

USE PERMITTED BY RIGHT: No

COMMUNITY CHARACTER MAP: Ft. Screven Historic District

APPLICATION: Site Plan Approval.

PROPOSAL: The applicant is requesting to site plan approval for a proposed municipal recycling center

ANALYSIS: This use is currently not allowed in this district but will be should the concurrent text amendment be approved. Approval of the site plan would be conditional on approval of the text amendment. The use would be a simple recycling center pilot project for the City to recycle materials collected on the beach. Possible future drop-off for citizens may be added, the site plan reflects this possibility. There will be no impervious surfaces added until/unless we add the drop off boxes for the public.

The Fort Screven Historic District includes Officers Row and all of Ft. Screven, which represents significant historic, cultural and natural resources. Varied uses include new, larger scale development, traditional cottages, townhomes/condominiums, public uses/parks, historic sites, narrow streets, street trees, public parking. Zoning includes R-1, R-2, R-T, R-1/NEC, P-C, and PUD.

Comprehensive Plan – Community Character Area The Ft. Screven Historic District		
Recommended Development Strategies		Meets Strategy Y/N or N/A
1.	Establish standards and guidelines for signage	N/A
2.	Provide signage for landmarks and historic businesses	N/A
3.	Preserve and restore historic structures whenever possible	N/A
4.	Provide appropriate incentives for historic restoration projects	N/A
5.	Ensure continued preservation of old growth trees, parks, and greenspace	N/A
6.	Support an improved bicycle and pedestrian environment with connected facilities	N/A
7.	Consider adoption of architectural standards for historic structures	N/A

STAFF FINDING

Staff finds this use to be compatible with the area as it is surrounded by battery, tennis courts and the public safety building. There will be a single compactor to start that will only be operated in daytime hours. Our engineer has

reviewed the drainage plans and has no problems with the plan due to the minimal surface coverage. Staff recommends approval.

This Staff Report was prepared by George Shaw.

ATTACHMENTS

- A. Site plan application
- B. Site plan
- C. Elevations
- D. Survey



CITY OF TYBEE ISLAND
SITE PLAN APPROVAL APPLICATION

Fee
Commercial \$500
Residential \$250

Applicant's Name City of Tybee Island

Address and location of subject property Van Horn (across from Public Safety Building)

PIN 4-0021-63-005 Applicant's Telephone Number 472-5031

Applicant's Mailing Address P.O. Box 2749, Tybee Island, GA 31328

Brief description of the land development activity and use of the land thereafter to take place on the property:

Recycling Center

Property Owner's Name Lower Bay St. Properties Telephone Number _____

Property Owner's Address P.O. Box 11108 Sav., Ga. 31412

Is Applicant the Property Owner? _____ Yes ☒ No

If Applicant is the Property Owner, Proof of Ownership is attached: _____ Yes

If Applicant is other than the Property Owner, a signed affidavit from the Property Owner granting the Applicant permission to conduct such land development is attached hereto. _____ Yes

Current Zoning of Property R-1 Current Use Empty lot

Names and addresses of all adjacent property owners are attached: _____ Yes

If within two (2) years immediately preceding the filing of the Applicant's application for a zoning action, the Applicant has made campaign contributions aggregating to more than \$250 to the Mayor and any member of Council or any member of the Planning Commission, the Applicant and the Attorney representing the Applicant must disclose the following:

- The name of the local government official to whom the campaign contribution or gift was made;
- The dollar amount of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of the application for this zoning action, and the date of each contribution;
- An enumeration and description of each gift having a value of \$250 or more made by the Applicant to the local government official during the two (2) years immediately preceding the filing of the application for this zoning action.

[Signature] 4-8-19
Signature of Applicant Date

NOTE: Other specific data is required for each type of Site Plan Approval.

Fee Amount \$ _____ Check Number _____ Date _____

City Official _____

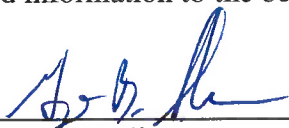
NOTE: This application must be accompanied by following information:

- ☒ 1 copy, no smaller than 11 x 17, of the proposed site plan and architectural renderings.
- ☐ 1 copy, no smaller than 24 x 36, of the engineered drainage and infrastructure plan.
- ☒ 1 copy, no smaller than 11 x 17, of the existing tree survey and the tree removal and landscaping plan.
- ☒ Disclosure of Campaign Contributions

The Planning Commission may require elevations or other engineering or architectural drawings covering the proposed development.

The Mayor and Council will not act upon a zoning decision that requires a site plan until the site plan has met the approval of the City's engineering consultant. (Note: Section 5-080 (A) requires, "Once the engineer has submitted comments to the zoning administrator, a public hearing shall be scheduled.")

The Applicant certifies that he/she has read the requirements for Site Plan Approval and has provided the required information to the best of his/her ability in a truthful and honest manner.



Signature of Applicant

4-8-19

Date



CITY OF TYBEE ISLAND

CONFLICT OF INTEREST IN ZONING ACTIONS DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you within the past two (2) years made campaign contributions or gave gifts having an aggregate value of \$250.00 or more to a member of the City of Tybee Island Planning Commission, or Mayor and Council or any local government official who will be considering the rezoning application?

YES _____ NO X

IF YES, PLEASE COMPLETE THE FOLLOWING SECTION:

NAME OF GOVERNMENT OFFICIAL	CONTRIBUTIONS OF \$250.00 OR MORE	GIFTS OF \$250.00 OR MORE	DATE OF CONTRIBUTION

IF YOU WISH TO SPEAK CONCERNING THE ATTACHED REZONING APPLICATION, THIS FORM MUST BE FILED WITH THE ZONING ADMINISTRATOR FIVE (5) DAYS PRIOR TO PLANNING COMMISSION MEETING IF CAMPAIGN CONTRIBUTIONS OR GIFTS IN EXCESS OF \$250.00 HAVE BEEN MADE TO ANY MEMBER OF THE PLANNING COMMISSION OR MAYOR AND COUNCIL.

Signature _____

Printed Name _____

Date _____

Sec. 5-080. - Site plan approval.

The site plan approval process is intended to provide the general public, planning commission, and mayor and council with information pertinent to how a new development will affect the surrounding area and the city as a whole and to ensure compliance with all applicable regulations and considerations as hereinafter stated. Where a variance, special review, or any other land development activity is involved in connection with a site plan, the standards applicable to the variance, special review, and/or land development activity applied for shall apply.

(A) *Process.* Upon submittal of the site plan, the designated city official will review the site plan or noticeable discrepancies and determine if there is a need to apply for other zoning actions. The site plan is then forwarded to the city's consulting engineer. Once the engineer has submitted comments to the designated city official, a public hearing before the planning commission shall be scheduled. The public hearing shall be held regardless of whether the site plan meets the requirements of this Land Development Code. Until the applicant addresses all of the engineer's comments and the site plan is satisfactory, the mayor and council will not consider the plan. In addition to all other requirements, any applicant for a site plan must identify all prior site plan applications made by the applicant, any affiliates/relatives, corporate or business entities in which the applicant has had an interest for the property which is the subject matter of the current application. The applicant must identify any parking meters proposed to be eliminated from city rights-of-way by the proposed site plan implementation. The applicant must demonstrate compliance with all other applicable ordinances including but not limited to stormwater, flood damage prevention, and buffering. In considering a site plan, the mayor and council may consider whether the proposed development will be unreasonably detrimental to adjacent or nearby uses and whether the proposed development will adversely impact existing conditions in the overall neighborhood, including but not limited to:

- (1) The impact or lack thereof on available resources and utilities.
- (2) Whether the proposed development is of a scale and mass so as to be compatible with the character of the neighborhood.
- (3) Whether the proposed development is consistent with the character area under the master plan.
- (4) Density considerations for the neighborhood including demands on infrastructure, traffic, and other relevant factors. In considering a site plan, the mayor and council may approve or deny the application as submitted, or add or delete conditions appropriate to protecting the interest of the applicant as well as those of nearby properties. Buffering requirements beyond those expressly identified may also be imposed. If conditions are added or deleted the applicant must subsequently submit a revised plan of the proposed development to the designated city official and all such conditions that had been added or deleted must be accepted by the city's consulting engineer. If all of the foregoing requirements have been satisfied and further if the mayor and council find that the benefits of and need for the proposed use and project are greater than any possible depreciating effects and damages to the neighboring properties, the application may be granted.

(B) *Other zoning actions.* Because special review, variances and map amendments require site plans, site plan review may be the first step in the permitting process, however, the site plan should identify any other zoning actions necessary in order for the intended development to be constructed so that a public hearing can be held on all such zoning actions simultaneously with the public hearing on the site plan. Site plan approval should encompass approval of all other zoning actions necessary to accomplish the development, however, if the intended development is to be altered from an approved site plan, additional public hearing and review is necessary if an additional special review, variance or map amendment is necessitated by the proposed alteration.

(C) *Site plan longevity.* After a site plan has been approved by the mayor and council it shall be valid for a period of 18 months from the date of approval. If a building permit has not been obtained and work has not begun, the site plan approval shall be void and a new application must be submitted for site plan approval.

(Ord. No. 1999-26, 8-12-1999; Ord. No. 2002-15, 7-11-2002; Ord. No. 2002-15, amended 1-9-2003; Ord. No. 1999-26, amended 8-12-1999; Ord. No. 1999-19, amended 6-15-1999; Ord. No. No. 2005-14, § 1, 5-26-2005; Ord. No. 2005-14, § 1, 5-26-2005; Ord. No. 01-2015, § 1, 1-15-2015)

2018 Chatham County Board of Assessors**Property Record Card**

75

4-0021-03-005**VAN HORN TYBEE ISLAND**

APPRAISER	JEADY	LOT 4 BLOCK 36 FORT SCREVEN WARD	LOWER BAY ST PROPERTIES	CAMA	ASMT				
LAST INSP	03/16/2018		PO BOX 11108	213,200	213,200	LAND	1		
APPR ZONE	000008		SAVANNAH GA 31412			BLDG	0		
						OBXF	0		
				213,200	213,200	Cost - MS			

SALES BOOK INS VI QU RSN PRICE
/ PAGE

Picture Unavailable

COMMENTS:
17 Dec 2013 TY2014 NEW PIN;
SPLIT OUT OF
4-0021 -03-001



CODES
PROPERTY 0006 RESIDENTIAL
USE
UTA 0004 Tybee Island
NBHD 020270.00 T270 TYBEE
SCREVEN
EXEMPTIONS

HISTORY	LAND	IMPR	TOTAL
2017	213,200	213,200	Cama
2016	213,200	213,200	Cama
2015	213,000	213,000	Cama
2014	213,000	213,000	Cama

[Click for larger picture]

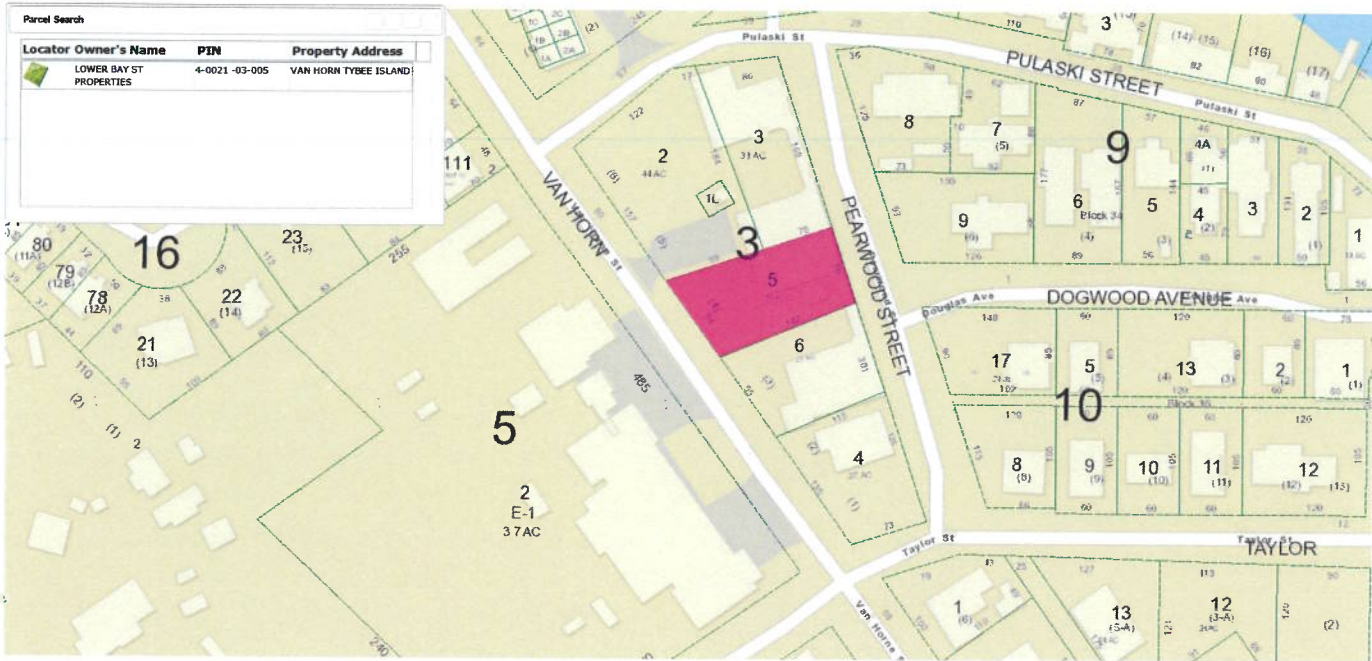


X-500

LAND

ID#	USE DESC	FRONT DEPTH	UNITS / TYPE	PRICE	ZONING	LCTN	TOPO	OTHER	ADJ1	ADJ2	ADJ3	ADJ4	MKT VALUE
144667	RESIDENTIAL V L		1.00-LT	125400.00					SZ70				213200

R-1

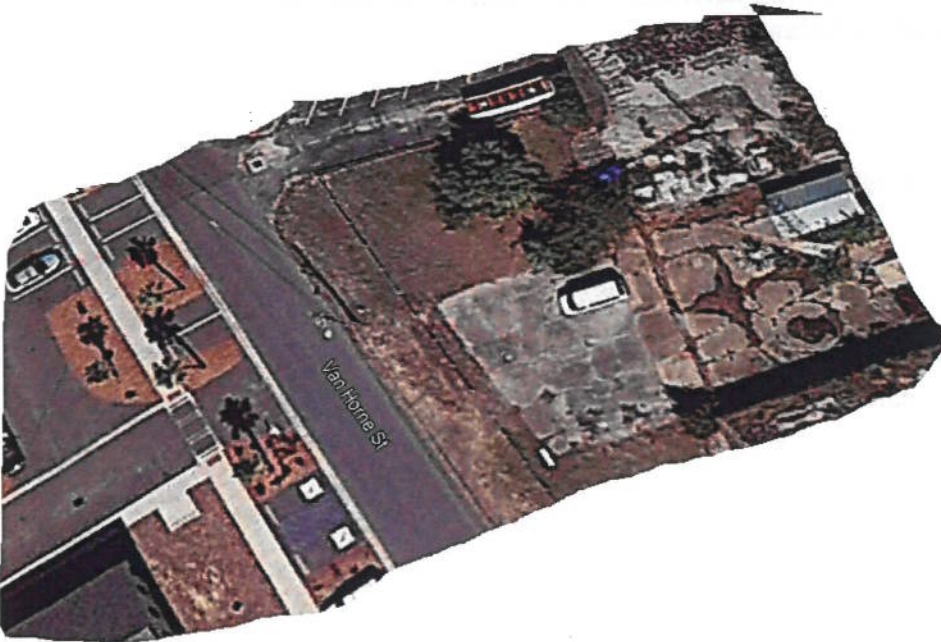


X-500



Lisa Schaaf

From: Downer Davis <dkdbus@gmail.com>
Sent: Tuesday, April 09, 2019 7:09 AM
To: George Shaw
Cc: Lisa Schaaf
Subject: Re: FW: recycling center



George,

- 1 - There should be no adverse effect to others regarding drainage. I do not take exception to the drainage flow arrows. I'll review a drainage plan, only if TYB elects to provide one. There are no significant drainage challenges to this project. Tybee's DPW can incorporate the roadside swale with drive over swales in the proposed ingress/egress behind the small dumpster.
- 2 - I recommend improving the "grassed corridor" driving lane behind the dumpsters to a stabilization in accordance with the GSWCC's (Georgia Soil and Water Conservation Commission) "Green Book".
- 3- With the existing on street perpendicular parking, there should be no adverse affect to parking by this activity.
- 4- The existing concrete access pad exists only on the property and not in the R.O.W. It will need to be extended with preservation of the existing roadside swale.

Please advise if you have any questions.

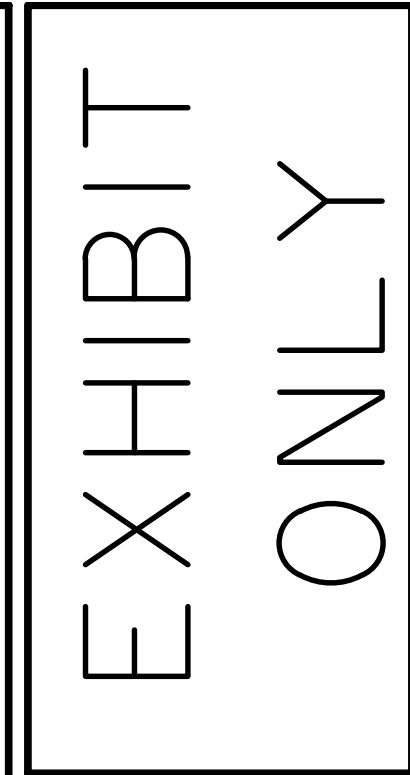
Downer

VAN HORN ST



(IN FEET)

1 inch = 10 ft.

[illegible]

**THOMAS
&
HUTTON**

50 Park of Commerce Way
Savannah, GA 31405 • 912.234.5300
www.thomasandhutton.com

CITY OF TYBEE

TYBEE ISLAND, GA

RECYCLING CENTER IMPROVEMENTS

RECYCLING CENTER SITE PLAN



JOB NO:	J-27209.0000
DATE:	4/8/19
DRAWN:	SGD
DESIGNED:	SGD
REVIEWED:	ACS
APPROVED:	ACS
SCALE:	1" = 10'

C1.1