



**A G E N D A**  
**HISTORIC PRESERVATION COMMISSION**  
**October 14, 2024, 6:00 p.m.**  
**HPC Member Call-In Number: 912-760-4374**

**Call to Order**

**Approval of the Minutes**

1. HPC 9/9/2024 Meeting Minutes
2. HPC Education & Promotion Committee 10/8/2024 Meeting Minutes

**Announcements**

2. Tybee MLK & Lazaretto Coalition
3. HPC Chair

**Ongoing Business**

4. Central Tybee Island National Historic District Nomination Application Update
5. Promotion & Education Committee/2025 Tour of Homes Update
6. Maintenance of City Owned Properties/Arts Center
7. CLG Grant Update

**Permit Reviews**

8. 1114 2<sup>nd</sup> Avenue
9. 1510 5<sup>th</sup> Avenue
10. 1711 Butler Avenue

**Adjournment**



**Tybee Island**  
**HISTORIC PRESERVATION COMMISSION**  
**Meeting Minutes**

**Date & Time:** September 9, 2024, 6:00 pm

**Present:** Holly Grell-Lawe (Chair), Cara Cole, Mike Goldberg, Marna Lewin, Maggie Wright, Cassidi Kendrick

**Absent:**

**Observers:** Jacilyn Ledford (Pending New HPC Member), Bill Garbett (Tybee Island City Council Member), Dawn Shay (Forever Tybee)

**Guest Speaker:** Ellie Issacs, Director of Preservation & Historic Properties, Historic Savannah Foundation (HSF)

**Location:** Burke Day Public Safety Building, Conference Room, 78 Van Horne Avenue

**Call to Order**

The meeting was called to order at 6:00pm. A quorum was present.

**Approval of Minutes**

The minutes of the August 12, 2024 HPC meeting were unanimously approved upon motion by Cara Cole and seconded by Marna Lewin.

The minutes of the August 20, 2024 HPC Promotion & Education Committee meeting were unanimously approved with some name corrections upon motion by Mike Goldberg and seconded by Cara Cole.

The minutes of the September 4, 2024 HPC Promotion & Education Committee meeting were unanimously approved with some name corrections upon motion by Mike Goldberg and seconded by Marna Lewin.

**Guest Speaker Presentation**

Ellie Issacs, Director of Preservation & Historic Properties, Historic Savannah Foundation, delivered a presentation on the topic of "Façade Easements." Topics addressed included: Brief History of HSF; Why a Preservation Easement Program?; Evaluation for Determination; How Do I Get a Preservation Easement on My Property?; What Happens After I Get a Preservation Easement on My Property?; and, Expanding the Easement Program. The slide presentation is attached to these meeting minutes and Ms. Issacs comments are available on the HPC meeting video. In addition to discussing façade easements on historic structures, she discussed how HSF is expanding the easement program to include open spaces, such as gardens and cemeteries.

**Announcements**

**Tybee/MLK & Lazaretto Coalition**

Marna Lewin, HPC's Liaison to these organizations, reminded the group that there will be a combined meeting of Tybee/MLK and the Lazaretto Coalition on September 16, 2024 at the All Saints Episcopal Church from 4:30pm-6:30pm.

### **HPC Chair**

Holly Grell-Lawe will be participating by phone in the October 14, 2024 HPC Meeting. Ellie Issacs with HSF will present on HSF's Revolving Fund at the December 9, 2024 HPC Meeting. The November HPC Meeting is rescheduled from November 11 to November 4, 2024 due to Veterans Day on November 11, 2024.

### **Ongoing Business**

#### **Central Tybee Island Residential National Historic District Application Update**

Bob Ciucevich emailed an update on the revisions to the Central Tybee Island National Historic District Nomination Application. The Summary Statement and the Statement of Significance have been completed and the Developmental History has been significantly expanded. Mr. Ciucevich will be updating the map and retaking the photos (requested by SHPO). "Central Tybee Island Residential Historic District" is the most appropriate name for the district. To avoid arbitrary boundaries, SHPO is asking that the eastern boundary go to the beach. This will increase the number of non-contributing buildings, but Mr. Ciucevich thinks we will still have a healthy ratio of contributing/non-contributing buildings. After the map is updated, the number count will be finalized. It was noted that the blow-up map of the Central Island District used at the HPC Open House in May will need to be modified and reprinted. Mr. Ciucevich is hoping to resubmit the application by the end of the month.

#### **Promotion & Education Committee Update on Tour of Homes Planning (May 2025)**

The Committee met on August 20 and September 4 and the meeting minutes are documented. Plans and logistics for the event were discussed. Forms for participating properties and for sponsorships are now available. The next meeting of the Committee is October 8, 2024.

#### **Maintenance of City Owned Historic Properties/Arts Center**

Mike Goldberg reported that obtaining another estimate for restoration of the 23 windows of the Arts Center is still in process. There has been no word yet from the City Engineer about an estimate for galvanized metal ductwork to replace the flexible ducting at the Arts Center.

The 1772 Foundation Grant Program and Callahan Grant Program from the Georgia Trust for Historic Preservation ("Georgia Trust") were discussed. Both require 1:1 cash matching funds. The former requires a fiscal agent agreement with a 501(c)(3)—in this case, either the Arts Association or the Tybee Island Historical Society. The question of whether the city can enter into such an agreement was forwarded to the City Manager at the recommendation of the Finance Manager. The city has not entered into such an agreement in the past.

The current grant cycle has opened and grants are made up to \$10,000. A Letter of Inquiry would be due December 2, 2024. The Georgia Trust reviews the Letters of Inquiry and decides which organizations will be invited to apply for funding under the grant program. The Callahan Grant Program cycle is also open and offers grants up to \$5000. The City is eligible to apply for

a Callahan Grant, a fiscal agent agreement is not needed. To apply for both grants, HPC would need to have a "Condition Assessment" completed on the Arts Center Building. **HPC Advisor, Sarah Jones, and HPC members Mike Goldberg and Cara Cole** agreed to conduct a Condition Assessment on the Arts Center before Thanksgiving 2024.

It was clarified that Public Works does not have a budget for window restoration or replacement as Public Works had planned to glaze the windows, not replace them. The onsite assessment by Mike Goldberg and a window restoration contractor determined that the windows need much work. The Arts Center is a historically contributing building within the Fort Screven National Historic District and window restoration needs to conform to the Secretary of the Interior's Standards for Rehabilitation.

Submitting a Letter of Inquiry to either grant program requires that HPC have the matching funds. If the pre-requisites can be met, **Holly Grell-Lawe** is willing to draft Letters of Inquiry and to develop an application if an invitation to apply was issued by the Georgia Trust. Several ideas were discussed about how to generate the matching funds, including asking the city for the funds, additional trolley tours, and window sponsorship. The idea of window sponsorship was received favorably. **Maggie Wright** will follow up on the idea before the next HPC meeting.

### **CLG Grant Update**

The CLG Grant MOU is on City Council Meeting Agenda for Thursday, September 12, 2024. Cassidi Kendrick will be present to answer any questions from Council. This is the agreement between the City of Tybee Island and the Georgia Department of Community Affairs with respect to the CLG Grant that must be approved by City Council for the project to move forward. The MOU includes the scope of work for the project. The MOU has already been through legal review. The Request for Proposal (RFP), a document that solicits a proposal from contractors to do the project, has been sent for legal review. The RFP will include the project timeline documents as exhibits. An HPC public kick-off meeting for the project will be held in November. **Cassidi Kendrick** will check for available November dates at the Public Safety Building.

### **Permit Reviews**

There were no new permits for review.

### **Adjournment**

The meeting adjourned at 7:34 pm with unanimous approval upon motion by Cara Cole and seconded by Mike Goldberg.



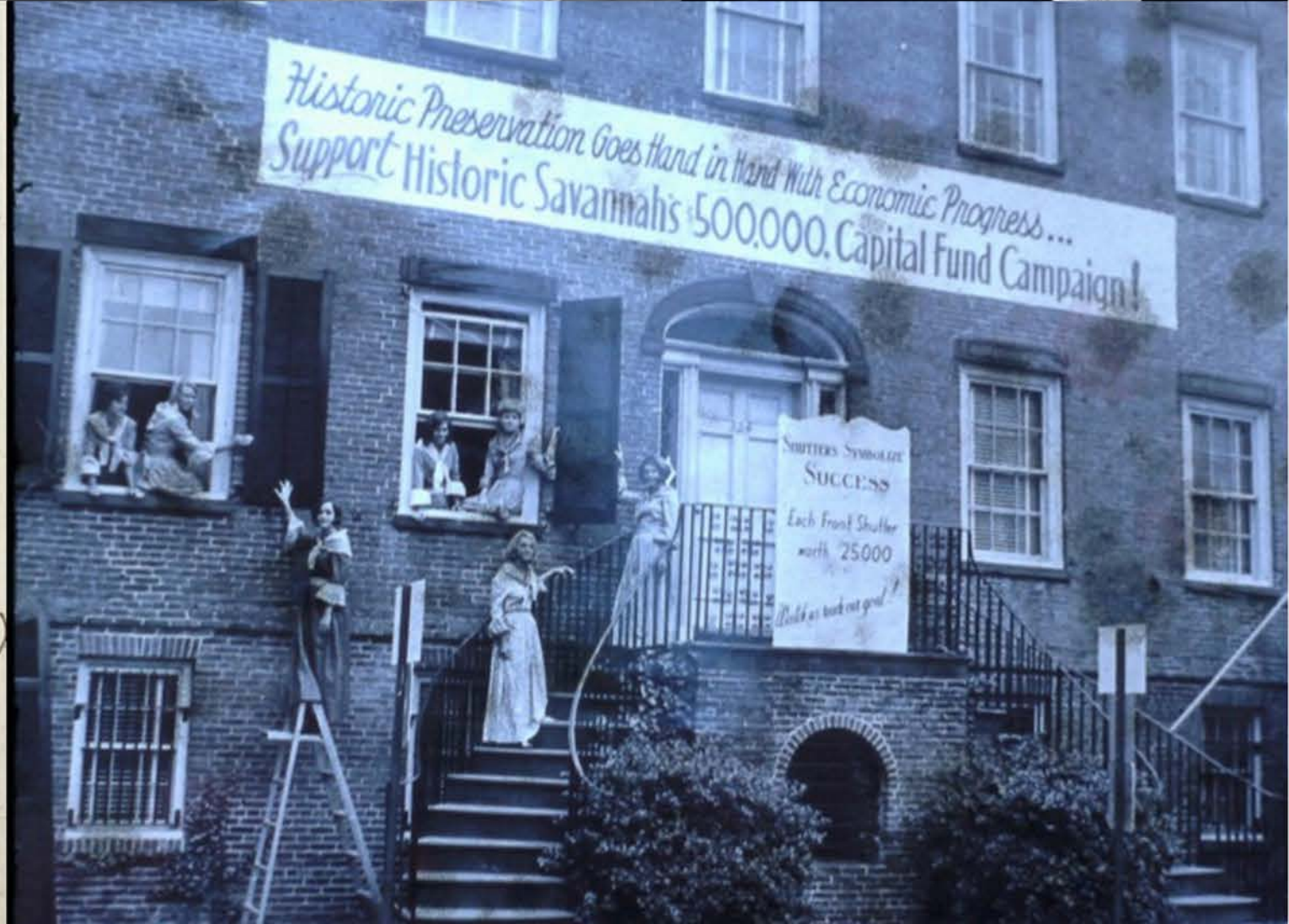
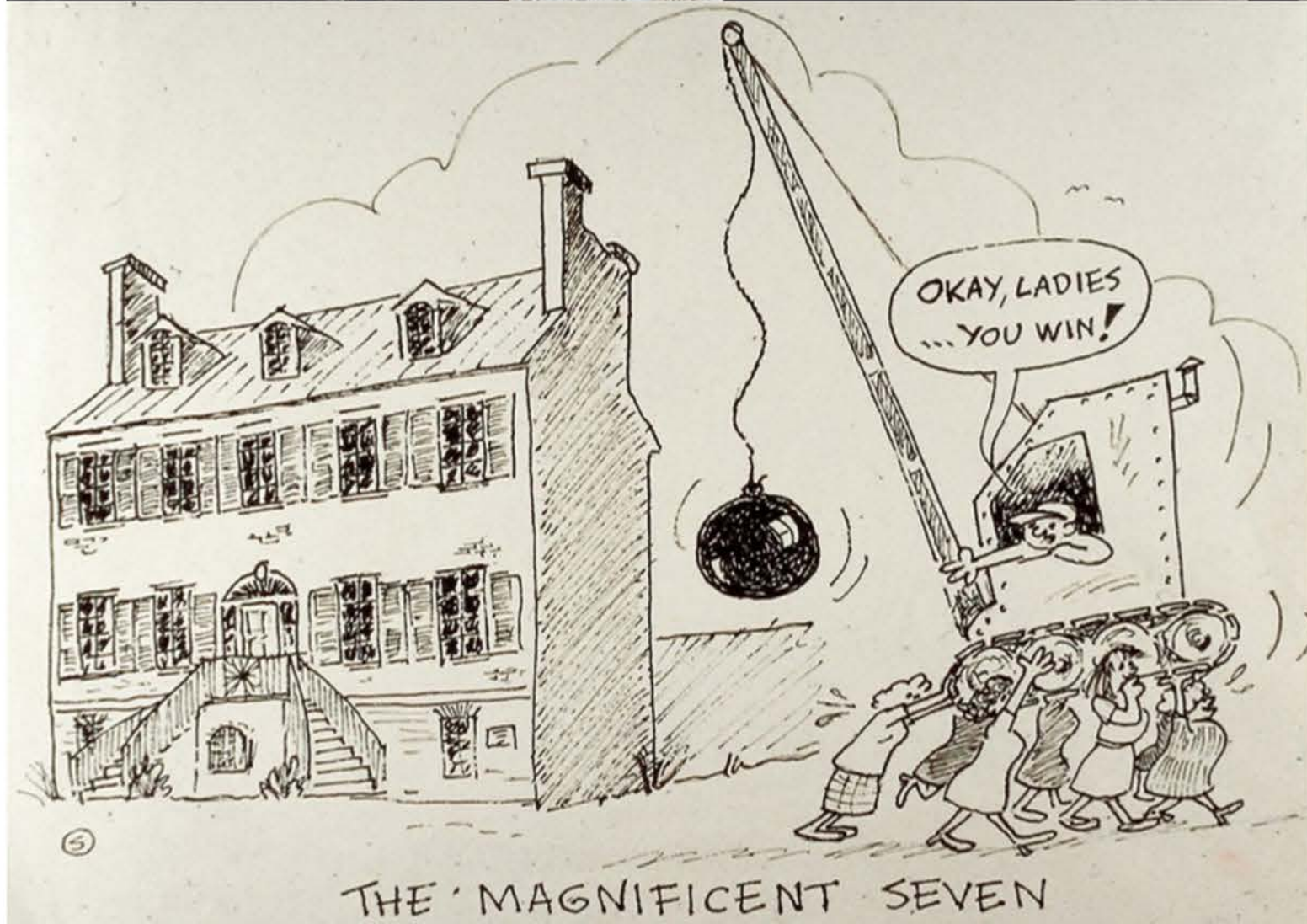
# PRESERVING TYBEE

Sue Adler, HSF President and CEO

Ellie Isaacs, HSF Director of Preservation and  
Historic Properties

# TOPICS OF DISCUSSION







### **Preservation Tool - Long Term Protection**

One of the most effective, but typically overlooked, tool for preserving historic properties. Yearly Easement Inspection to ensure maintenance and that no violations have occurred.



### **Legal Document**

Regulates changes to or the use of the property. Given or sold by property owner to a qualified 501(c)3 non-profit. Becomes part of the chain of title and runs in perpetuity.



### **One-Time Tax Benefit Deduction**

Tax Credit can be claimed by a property owner for the difference of value (with and without an easement) determined by appraiser. Deduction for the potential reduced value of the property. The IRS estimates that the valuation should range between 10-15% of the property's value. Federal Deduction - Commercial Property; State Deduction - Owner occupied



### **Impact**

HSF holds more than 420+ easements in Savannah and 1 on Tybee Island.

# **Why a Preservation Easement program?**

# Evaluation for Determination



## **Archival Research**

Review archival documents such as but not limited to: photographs, postcards, written histories, maps, Historic Resource Surveys, National Register Nominations, etc.



## **Staff's Education and Experience**



## **Preservation Standards and the Seven Aspects of Integrity**

Location, design, setting, materials, workmanship, feeling and association



### **Evaluation for Determination**



### **Easement Valuation**

Appraisal by third party, with experience in preservation easements. Figures out difference between FMV of property before and after the easement



### **Baseline Documentation**

In depth condition evaluation and photographs



### **Legal Documents**

Includes legal description of the property, property and easement appraisals, original warranty deed



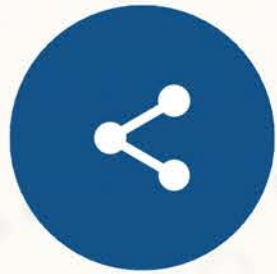
### **Costs \$\$**

**HSF Administration Fee 2%**

**Transfer of Sale fee \$500**

# How do I get a Preservation Easement on my property?

# What happens after I get a Preservation Easement on my property?



## **HSF Files at Chatham County Courthouse**

Original stays with HSF and copy is provided to property owner



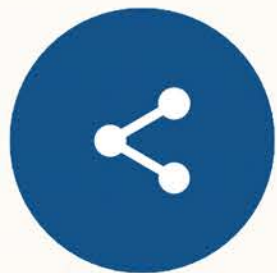
## **IRS Paperwork**

IRS form 8283; seeking assistance from accountant



## **Alterations Requests**

Application with drawings and photographs



## **Yearly Easement Inspections**

Survey form with photographs; property owner mailed copy



Historic Savannah Foundation  
Preservation Easement  
Baseline Documentation Report

Property Address: 708 Butler Ave.

Date of Inspection: May 25, 2022

A. Conservation Value/ Historical or Architectural Significance

The property at 708 Butler Avenue includes a historic two-story, wood frame, raised beach cottage. The condition of the exterior elements is outlined below. The total overall condition score is **3.4**.

	Poor		Good		Excellent
1. Foundation	1	2	3	4	5
2. Stairs / Entrance	1	2	3	4	5
3. Exterior Wall Finish	1	2	3	4	5
4. Windows/ Shutters	1	2	3	4	5
5. Doors	1	2	3	4	5
6. Ornamentation	1	2	3	4	5
7. Chimneys	1	2	3	4	5
8. Porches/Balconies	1	2	3	4	5
9. Roof	1	2	3	4	5
10. Cornice / Eaves	1	2	3	4	5
<b>Overall Condition</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

B. Description of Property Condition: (ratings below 3 require comments)

**Foundation:** The house was built on a raised brick foundation. The overall condition of that foundation around the perimeter of the house appears predominantly sound. Two noticeable areas that need repair are immediately adjacent to the garage doors, one on either end of the house (on the west and east facades). Water has seeped in under the garage doors, causing small areas of settling inside the garage which is covered with a brick floor. That settling is evident from the exterior in the form of cracking damaged brick.

**Stairs and Entrance –** The house is a raised cottage, with the main living quarters one flight up from the ground floor. Thus, the house has two prominent staircases. The wider, main front staircase is on the south façade. The narrower side staircase is on the west façade. Both are in good condition, exhibiting just some minor wear and weathering in the form of peeling or worn paint on the treads. One or both newel posts on both staircases have been reinforced and are still a bit loose or wobbly.

**Exterior Wall Finish:** The house is clad in wide-plank wood siding. Overall, it is in very good condition, exhibiting just minor weathering and peeling paint in select areas, but predominantly well-maintained.

**Windows and Shutters:** The house features prominent floor-to-ceiling wood sash windows on the main floor around on the front porch. Overall, they are in good condition considering their age and the often-harsh salt air. Close inspection reveals they are sound but in need of cosmetic repairs. Some of the muntins are damaged, while others need to be reglazed and repainted. There is visible rust below the paint on some, likely due to rusted finishing nails affected by the salt air. Another style of window present on the building are smaller 6/6 wood sash windows around the ground floor. They are in similar condition. Some of these windows have A/C units in them. There is also a third type - smaller square 6-paned windows only on the north façade.

**Doors:** The age of any existing door is unknown. All doors on the main floor are accessed from the spacious front porch. The main entrance is on the South facade and features a multi-paned 15 lite door. There is a second similar 15 lite door on the west side of the porch. There are also two unique paneled doors, clad in beveled tongue & groove wood. One is on the main floor, off the front porch, and the other is under the side stairs on the west facade. All doors are in good repair. There are two sets of large garage doors which open on either end of the building, on the west and east facades. These are hanging doors, which slide. They are also clad in tongue & groove.

**Chimney:** The single chimney on the North façade of the house is massive. It is quite wide at the base, starting at the ground, but tapers above the roof line. It constructed out of red brick, and appears to be in good repair. Moderate repair and repointing may be needed.

**Porches and balconies:** The spacious front porch is one of the predominant character-defining features of this building. It stretches the entire width of the front façade on the South elevation. It partially warps around the west and east facades. It features square posts with a simple wood balustrade. The porch is screened in, though it is not known if this is an original condition. The porch ceiling is clad in beveled tongue & groove, painted haint blue. The porch floor is also tongue & groove. It is very intact and in good repair, overall. However, the very ends of the tongue & groove floor that stick out beyond the screened portions, are very weathered. They not only exhibit loss of paint, but also some deterioration.

**Roof:** The roof appears to be an older, possibly asbestos, shingled roof. The roof does exhibit some missing material and appears to be quite weathered.

**Cornice and eaves:** The deep eaves and soffits are clad in beveled tongue & groove. They appear to be sound and intact. Some areas exhibit minor peeling paint.

C. Exterior Changes or Additions:

1. Modifications to Building Y N
2. Additions to Building or Property Y N

D. See Attached Photographs

# 708 Butler Ave. Example

Historic Savannah Foundation  
Reserved Conservation Easement and Preservation Agreement  
Easement Monitoring Report

Property Address: 708 Butler Avenue Date of Inspection: 06/26/2024  
Easement Expiration:  Perpetuity  Date: \_\_\_\_\_  
Easement On:  Exterior  Interior  Garden

A. Inspection Form: 1 - Poor Condition; 5 - Excellent Condition

Exterior Item	Condition	Changes	Recommendations
Foundation	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	raised cottage, slight settling around outer perimeter of front porch walls	
Stairs / Entrance	<input type="radio"/> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	moderate wear	
Exterior Wall Finish and Material	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	moderate weathering	
Windows / Shutters	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	no shutter windows good	
Doors / Doorways	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	moderate wear	
Ornamentation	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	N/A	
Chimneys (including flashing)	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	good	
Porches / Balconies	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	good	
Cornice / Eaves	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	good moderate weathering	
Gutters / Downspouts	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	N/A	
Roof	<input type="radio"/> 1 <input checked="" type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	advanced weathering voids noted	
Dormers / Cupolas	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	N/A	
Surrounding Site	<input type="radio"/> 1 <input checked="" type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5	site being prepared for subdivision	
Overall Condition	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4 <input type="radio"/> 5	good roof needs replacing	

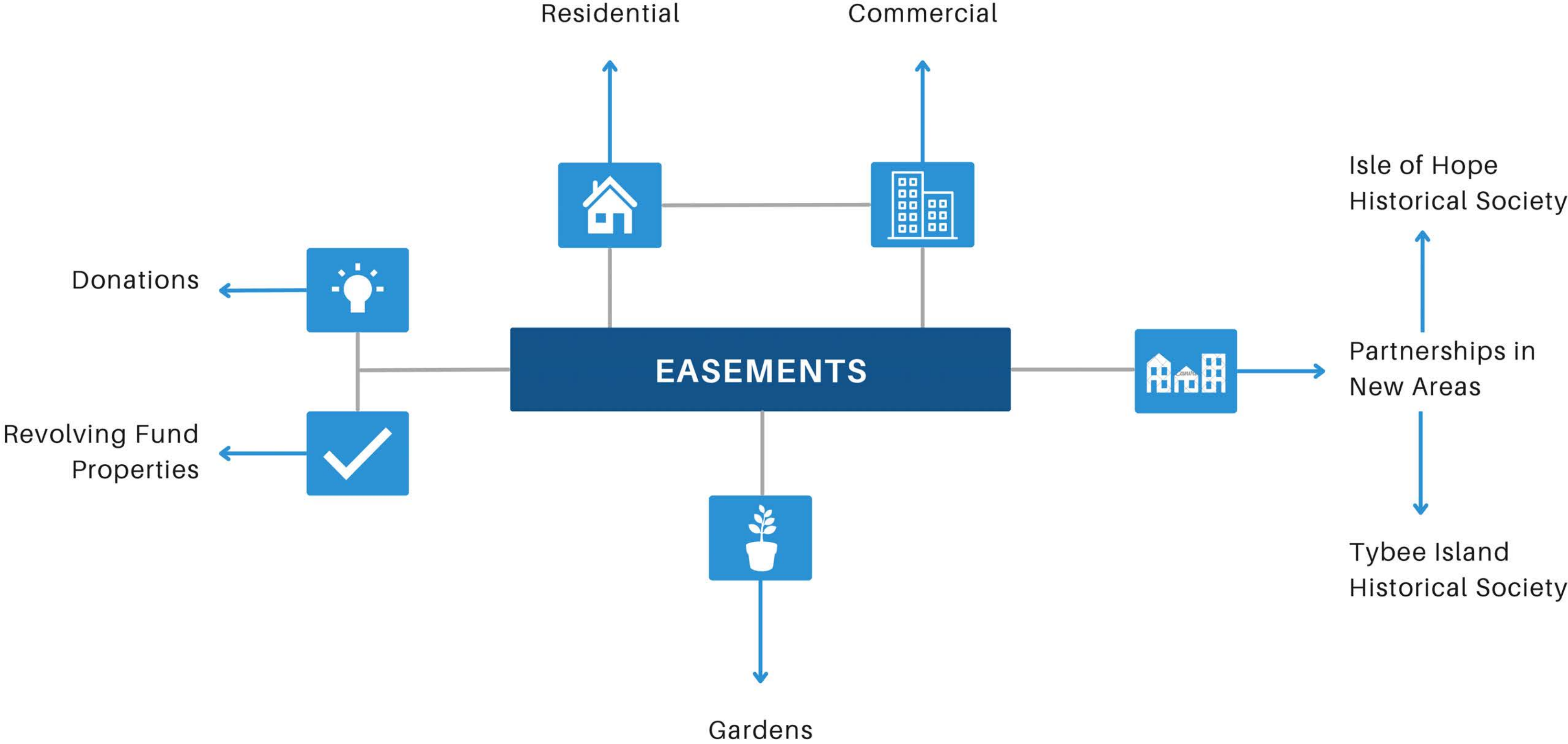
B. Additional Observations and Comments (attach additional sheet if needed):

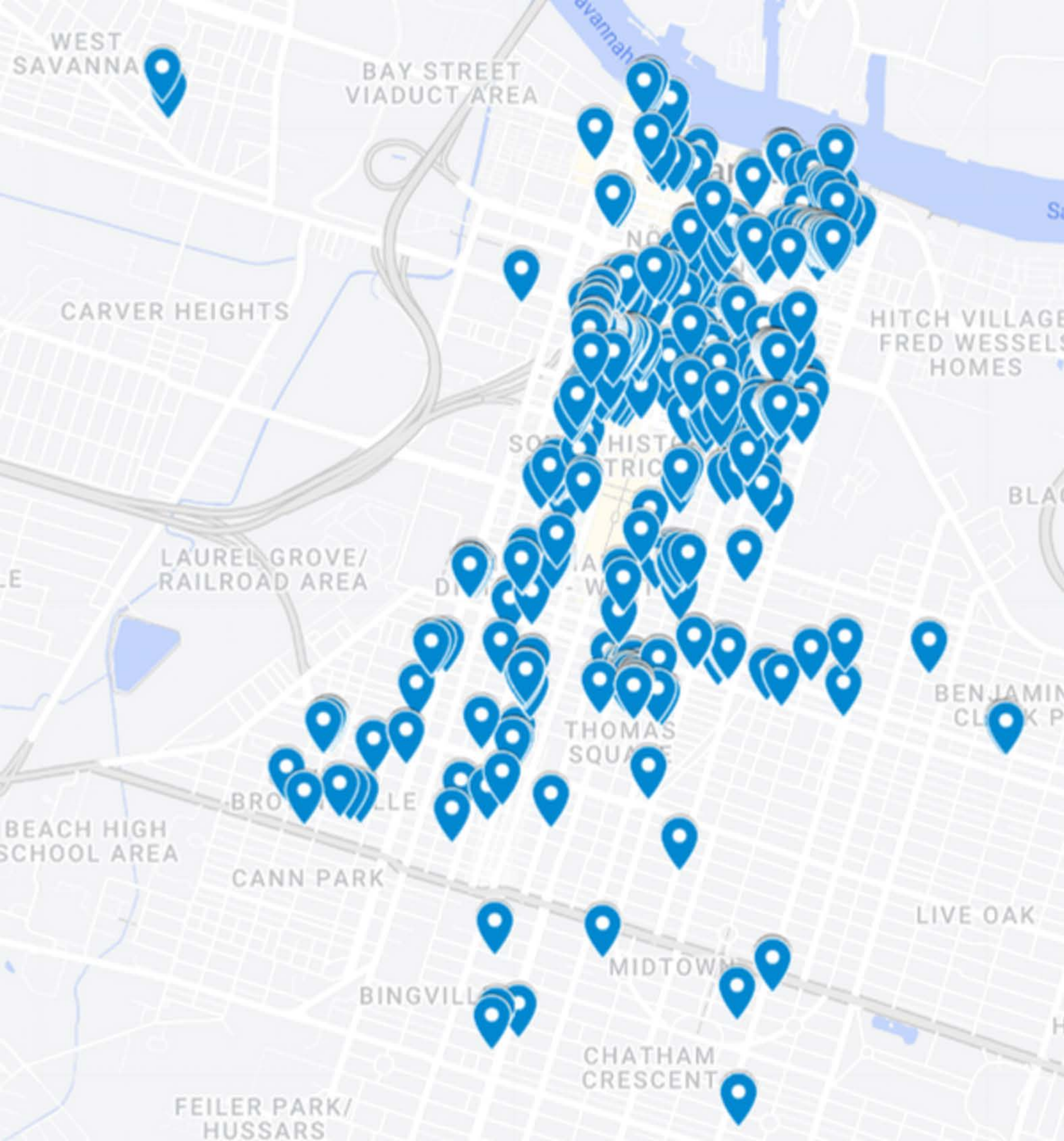
This easement was given with the understanding that there would be development around it. The owner is currently working with Sarah Ward of Ward Architecture to restore with tax credits. This home is also a contributing home to the nominated Strand Summer Cottage/Central Tybee Island Residential Historic District.  
Interior Easement is only on the floors. Inspector toured house in March and floors were in excellent condition.

Sarah Jones  
Name of Inspector

Chris Koncul - Chris Koncul Construction  
Grantor / Property Owner

# EXPANDING EASEMENTS PROGRAM





## REVOLVING FUND AND EASEMENT PROPERTIES MAP PROTOTYPE

[https://www.google.com/maps/d/viewer?  
sjid=275836777061155917-  
NA&mid=1nVkCoKIIQS85ImNvbzir2ZbgrZwn3CI&ll=  
32.0377844465307%2C-80.97113652790068&z=13](https://www.google.com/maps/d/viewer?sjid=275836777061155917-NA&mid=1nVkCoKIIQS85ImNvbzir2ZbgrZwn3CI&ll=32.0377844465307%2C-80.97113652790068&z=13)

# Ideas? Questions? Comments?

If you'd like to continue the conversation...  
[eisaacs@myhsf.org](mailto:eisaacs@myhsf.org)

HISTORIC  
SAVANNAH  
FOUNDATION



# Tybee Island HPC

## *committee report*

### Minutes of the HPC Education and Promotion Committee Meeting

**Date:** October 8, 2024

**Time:** 11:30 AM - 12:35 PM

**Location:** Burke Day Public Safety Building, 78 Van Horne Avenue

**Members Present:** Mike Goldberg, Marna Lewin, Cara Cole, Maggie Wright

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### Meeting Overview

The committee convened to review progress on tasks assigned during the previous meeting.

### Updates from Members

- **Cara Cole** reported that she has initiated discussions with the Tybee Ballet Theater regarding potential sponsorships and partnerships. She reached out to several property owners for the Trolley Tour of Homes, receiving interest from Wicker Cottage (Southern Belle), 8 8th Terrace (Lucky Savannah), Summer of Love, and 8 12th Terrace. Cara is still awaiting a response from the owners of Cole Cottage. Additionally, she spoke with Diane Kauffman from Mermaid Cottages, who expressed interest in sponsoring the first window restoration for the Arts Association building. Cara reported that Diane expressed concern that the trolley tour may not be the most effective fundraising strategy if the goal is to raise enough funds to repair all 23 units. She suggested exploring smaller, more manageable fundraisers, such as a window sponsorship program or hosting one or more luncheons with support from Toren Anderson. Cara also suggested hosting additional fundraising events in collaboration with local businesses to support the restoration of the Arts Association building.
- **Maggie Wright** presented the media kit she developed, which was reviewed and approved by the committee. She also discussed the volunteer form, noting it is still in progress as the committee needs to finalize volunteer roles. Maggie confirmed the Tybee Lighthouse's partnership for the event and that she has secured the trolley. The committee agreed that if additional tickets are needed, they would add a second trolley for the same day rather than scheduling another tour date. Furthermore, Maggie mentioned that Cassidi Kendrick has confirmed the participation of the Fresh Air Home. The properties committed to the tour so far include: 1207 Lovell Avenue, 14 8th Place, 31 Officers Row, and the Fresh Air Home (900 Butler Avenue).

- The committee authorized Maggie to begin posting Trolley Tour of Homes graphics on Facebook and Instagram, with the first posts to include: an event announcement, sponsorship signup, host signup form, and volunteer signup form.
- **Marna Lewin** updated the committee on her outreach to property owners, including Dottie Klutz, Ben Goggins, and the owner of Bertha's Cottage. She will follow up with Dottie and the Bertha's Cottage owner but confirmed that Ben Goggins has agreed to participate, with forms received by Maggie. Marna has also shared the sponsorship form with several businesses and will follow up with them.
- **Mike Goldberg** provided an update on his contacts with properties including 24 Solomon, the Fort Screven Post Office, the Fort Screven Bowling Alley, and the Barracks. The management of the Bowling Alley indicated they could not participate, while the Barracks could be offered with limited access based on availability. As the event date approaches, they will confirm the extent of access. Mike and Maggie have reached out to the Fort Screven Post Office, now managed as a vacation rental by Natural Retreats, but have not yet received a response.

### Event Timeline Review

1. ~~9/30/24 - Soft Deadline for Stops (9 confirmed)~~
2. ~~10/8/24 - Rough Draft of Media Kit~~
3. **10/31/24** - Finalize Sponsors (5 confirmed)
4. **11/8/24** - Final Media Kit
5. **11/15/24** - Ticket Sales Go Live
6. **??/??/??** - Volunteer Plan and Outreach Strategy
7. **11/30/24** - Holiday Market Booth
8. **3/29/25** - Finalize Route
9. **4/12/25** - Finalize Scripts
10. **4/26/25** - Run-through
11. **5/3/25** – Tours

### Next Steps

- **Maggie** will handle the social media posts: event promotions, host signup, and sponsor signup.
- **Ticketing:**
  - Explore digital ticketing platforms.
  - Determine physical ticketing options and sales locations.

- **Artist Recruitment:** Mike will begin sketching houses already committed to the tour.
- **Follow-Up:** Ensure clarity from property owners who have not yet confirmed their participation.

**Next Meeting:** November 12, 2024, 11:00 AM



**City of Tybee Island, Georgia**  
 912-472-5033 – [Lschaaf@cityoftybee.org](mailto:Lschaaf@cityoftybee.org)  
**APPLICATION FOR BUILDING PERMIT**

COPY

**Property Address:** COPY 1114 2nd Ave **PIN:** \_\_\_\_\_

	Name	Mailing address	Telephone
<b>Owner</b>	<u>Michael J Host</u>	<u>1101 2nd Ave</u>	email: <u>mhost@tybee.com</u> Cell: <u>912 667 5434</u>
<b>Architect or Engineer</b>	<u>Beswell Design</u>	<u>103 LASSAU DR 3140</u> <u>Sakh</u>	email: _____ Cell: <u>912 997 6932</u>
<b>Contractor</b>	<u>Michel Subert</u>	<u>1101 2nd Ave</u>	email: <u>mhost@tybee.com</u> Cell: <u>916-667 5434</u>

- Check all that apply*
- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Single Family   | <input checked="" type="checkbox"/> Discovery/Tearout                    | <input type="checkbox"/> Demolition or Relocation                 |
| <input type="checkbox"/> Duplex                     | <input checked="" type="checkbox"/> Footprint Changes                    | <input checked="" type="checkbox"/> Other <u>Remodel complete</u> |
| <input type="checkbox"/> Multi-Family _____ units   | <input type="checkbox"/> <u>500</u> additional square feet heated/cooled |   |
| <input type="checkbox"/> * Commercial _____ unit(s) |  |   |

\* A commercial project requires 2 sets of sealed drawings by a design professional and construction by a contractor with the appropriate State of Georgia professional license. A commercial project may require Site Plan Approval.

Details of Project: Repair / Remodel Existing Structure Review Plans  
(10x20 concrete pad letter from Mark) Mech

Estimated Cost of Construction: \$ 125,000. (materials + labor + profit/overhead)

If applicable, attach a copy of the certified elevation certificate and/or survey of the property. Depending upon the scope of the work, two sets of construction drawings and/or a site plan may be required.

Year Built: 1939 Listed on National Historic Register or located within a National Historic District? Y EN  
 • Buildings older than 50 years may be eligible to be listed on the State / National Register. With this designation, you may be eligible to take advantage of various tax incentive programs while preserving the heritage of Tybee Island.  
 • Also see the Tybee Island Land Development Code Article 14: Historic Preservation

**During construction:**

On-site restroom facilities will be provided through Full House Fixtures. Construction debris will be disposed by \_\_\_\_\_ by means of \_\_\_\_\_. I understand that I must comply with zoning, flood damage control, building, fire, shore protection and wetland ordinances, FEMA regulations and all applicable codes and regulations. I realize that I must ensure the adequacy of drainage of this property so that surrounding property is in no way adversely affected as required by Article 16, Stormwater Management. I accept responsibility for any corrective actions that may be necessary to restore drainage impaired by this permitted construction.

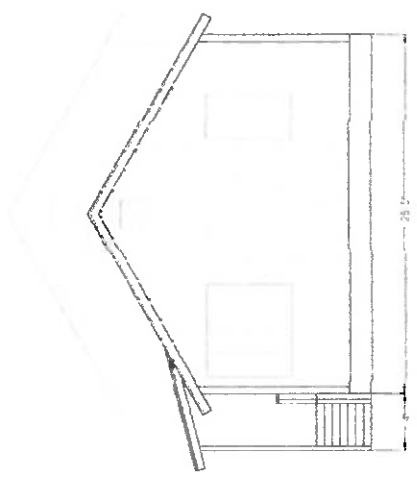
Date 9/12/20 Signature: [Signature]  
 Printed Name of Applicant: Michel Subert

FEES	
Permit	_____
Inspection fee	_____
Cap. Cost Rec.	_____
Water Tap	_____
Sewer Stub	_____
Eng. Fee	_____
Aid to Const.	_____
_____	_____
_____	_____
Plan rev. fee	_____
TOTAL	_____

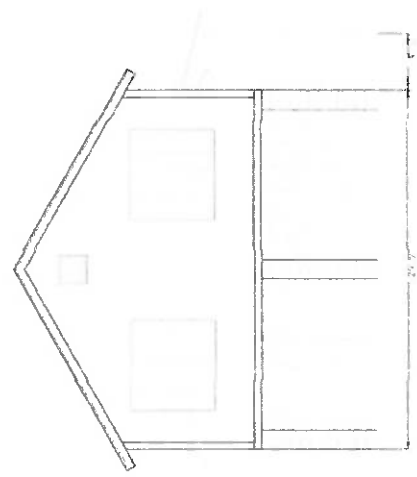
**Note:** A permit normally takes 7 to 10 days to process. Processing time for a historic structure may be longer.

Approvals:	Signature	Date
Planning & Zoning Manager	_____	_____
Building Official	_____	_____
Water/Sewer/Drainage	_____	_____

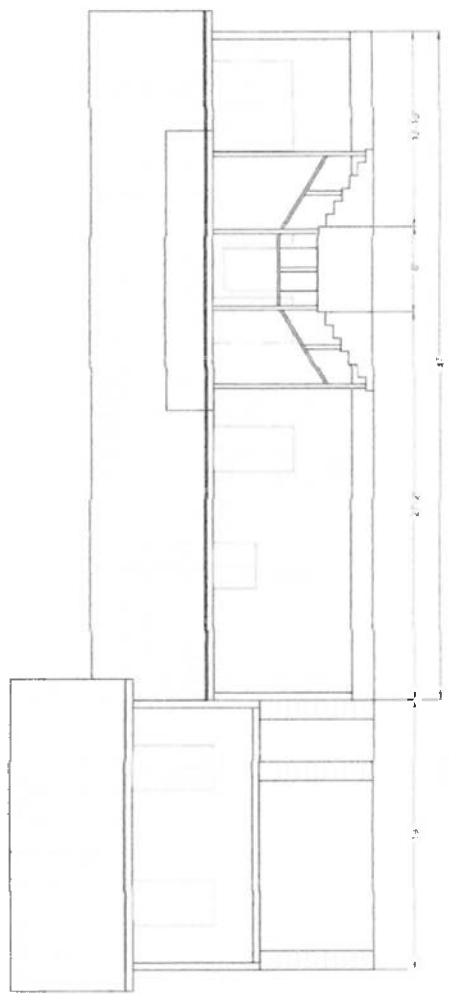
COPY



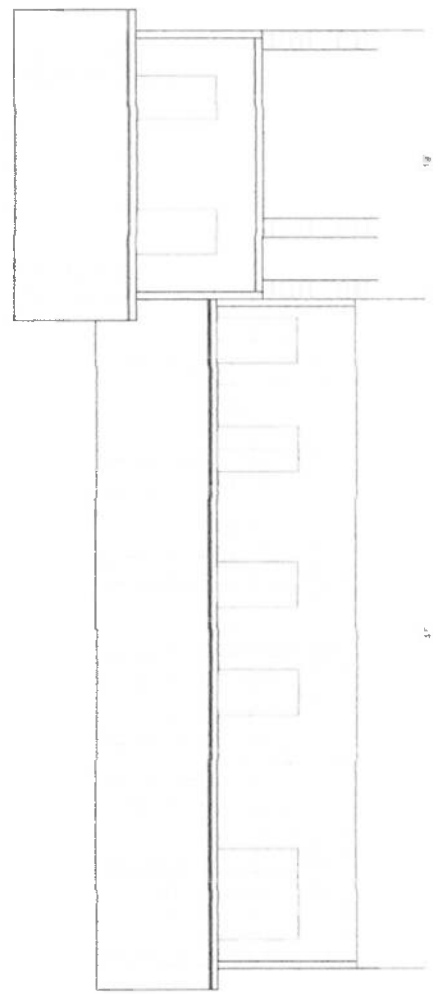
FRONT ELEVATION



REAR ELEVATION



LEFT ELEVATION



RIGHT ELEVATION



PARID: 40006 20005

HOSTI MICHAEL

1114 2ND AVE

**Most Current Owner**

Current Owner	Co-Owner	Care Of	Mailing Address
HOSTI MICHAEL			1114 2ND AVE. TYBEE ISLAND GA 31328

**Digest Owner (January 1)**

Owner	Co-Owner	Address 1	Address 2	City	State	Zip
HOSTI MICHAEL		1114 2ND AVE.		TYBEE ISLAND	GA	31328

**Parcel**

Status	ACTIVE
Parcel ID	40006 20005
Category Code	RES - Residential
Bill #	2959125
Address	1114 2ND AVE
Unit # / Suite	
City	TYBEE ISLAND
Zip Code	31328-
Neighborhood	20225.00 - T225 TYBEE INNER
Total Units	
Zoning	R-2
Class	R3 - Residential Lots
Appeal Status	

R-2  
AE 91

**Legal Description**

Legal Description	LOTS 26B & 27B WD 3 TYBEE
Acres	.21
Deed Book	3133
Deed Page	0026

**Permits**

Permit #	Permit Date	Status	Type	Amount
150079-3	02/12/2015	Complete	EL - ELECTRIC	\$1,500.00
130587-2	09/20/2013	Complete	GA - GARAGE	\$350.00
07-0538-1	12/20/2007	Complete	RN - RENOVATIONS	\$200.00

**Inspection**

Inspection Date	Reviewer ID
07/16/2024	RKRYZAK

06/03/2022	RKRYZAK
05/28/2020	RKRYZAK
02/09/2016	MWTHOMAS
11/14/2013	LERINER

**Sales**

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Sale Date	Sale Price	Sale Validity	Instrument	Book - Page	Grantor	Grantee
05/19/2023	649,950	U	LD	3133 - 0026	HOSTI DOROTHY PAULETTE	HOSTI MICHAEL
03/06/2013	0	U	QC	385L - 601	FISK DOROTHY P TRUSTEE*	HOSTI DOROTHY PAULETTE
12/14/1995	0	U	NA	176G - 0077	HOSTI BENNO P	FISK DOROTHY P

**Land**

---

Line Number	1
Land Type	U - UNIT
Land Code	01 - SINGLE FAMILY RES
Square Feet	0
Acres	.21
Influence Factor 1	50
Influence Reason 1	
Influence Factor 2	
Influence Reason 2	

**Residential Building**

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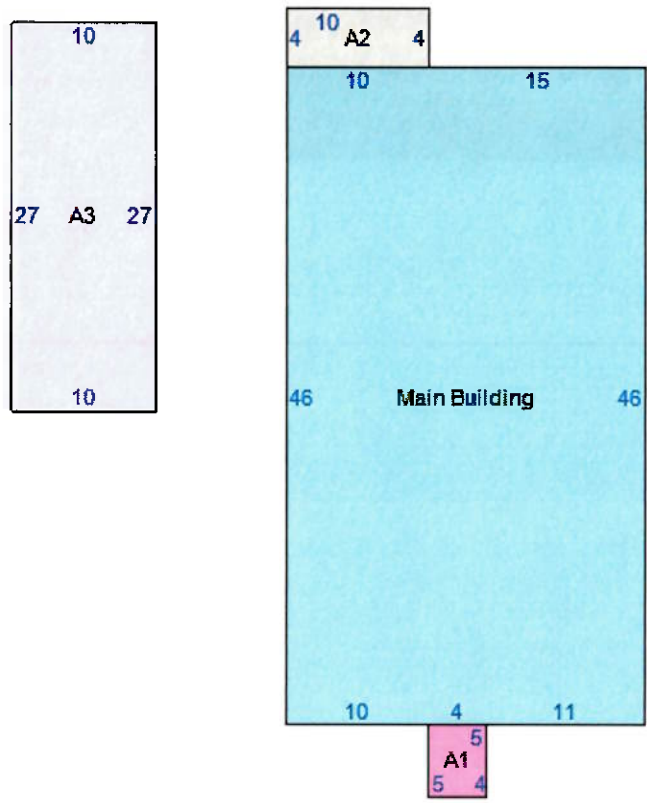
Card #	1
Actual Year Built	1935
Effective Year Built	1980
Type	1 - Single Family Residence
Style/Stories	1 - ONE STORY
Percent Complete	100
Quality	300
Condition	AV - AVERAGE
Living Area	1,150
Basement Area	0
Finished Basement Area	No
Bedrooms	3
Full / Half Baths	2 / 0

**Appraised Values**

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Tax Year	Land	Building	Appraised Total	Reason
2024	487,500	114,200	601,700	

2023	450,000	74,200	524,200
2022	450,000	66,800	516,800
2021	202,500	81,900	284,400
2020	202,500	91,200	293,700
2019	202,500	91,200	293,700
2018	202,500	68,800	271,300
2017	282,100	48,300	330,400
2016	282,100	41,800	323,900
2015	284,600	44,200	328,800



Item	Area
Main Building	1150
A1 - 904:904-Slab Porch (SF) with Roof	20
A2 - 909:909-Enclosed Porch (SF), Solid	40
A3 - 706:706-Detached Garage (SF)	270







**City of Tybee Island, Georgia**  
 912-472-5033 – [Lschaaf@cityoftybee.org](mailto:Lschaaf@cityoftybee.org)  
**APPLICATION FOR BUILDING PERMIT**

HPC

**Property Address:** 1510 5<sup>th</sup> Ave **PIN:** 40008 11004

	Name	Mailing address	Telephone
Owner	DOUGH & RUTH MAKAY	1510 5 <sup>TH</sup> AVE. TYBEE	email: RUTH.MAKAY@GMAIL.COM Cell:
Architect or Engineer	DIVERSIFIED DESIGNS	11 JONES AVE. TYBEE	email: DIVERSIFIEDDESIGNS@OUTLOOK.COM Cell: 912 412-3333
Contractor	JEFF CRAMER	11 JONES AVE. TYBEE	email: SAME Cell: SAME

Check all that apply

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Single Family            | <input type="checkbox"/> Discovery/Tearout                        | <input type="checkbox"/> Demolition or Relocation        |
| <input type="checkbox"/> Duplex                   | <input type="checkbox"/> Footprint Changes                        | <input checked="" type="checkbox"/> Other <u>REMODEL</u> |
| <input type="checkbox"/> Multi-Family ___ units   | <input type="checkbox"/> ___ additional square feet heated/cooled |  |
| <input type="checkbox"/> * Commercial ___ unit(s) |   |  |

AE9'

\* A commercial project requires 2 sets of sealed drawings by a design professional and construction by a contractor with the appropriate State of Georgia professional license. A commercial project may require Site Plan Approval.

Details of Project: REPLACE KITCHEN MAKE THE EXISTING SCREEN PORCH A SW ROOM BY ADDING WINDOWS @ LOCATION OF SCREENED AREAS. REPLACE ROOFING

Estimated Cost of Construction: \$ 36,000 (materials + labor + profit/overhead)

If applicable, attach a copy of the certified elevation certificate and/or survey of the property. Depending upon the scope of the work, two sets of construction drawings and/or a site plan may be required.

Year Built: 2000 (1954) Listed on National Historic Register or located within a National Historic District? Y / N  
 • Buildings older than 50 years may be eligible to be listed on the State / National Register. With this designation, you may be eligible to take advantage of various tax incentive programs while preserving the heritage of Tybee Island.  
 • Also see the Tybee Island Land Development Code Article 14: Historic Preservation

**During construction:**

On-site restroom facilities will be provided through EXISTING BATH. Construction debris will be disposed by RYAN ENVIRONMENTAL by means of DUMPSTER. I understand that I must comply with zoning, flood damage control, building, fire, shore protection and wetland ordinances, FEMA regulations and all applicable codes and regulations. I realize that I must ensure the adequacy of drainage of this property so that surrounding property is in no way adversely affected as required by Article 16, Stormwater Management. I accept responsibility for any corrective actions that may be necessary to restore drainage impaired by this permitted construction.

Date 9/23/24 Signature: Jeff Cramer  
 Printed Name of Applicant: JEFFREY A. CRAMER

**Note:** A permit normally takes 7 to 10 days to process. Processing time for a historic structure may be longer.

Approvals:	Signature	Date
Planning & Zoning Manager	_____	_____
Building Official	_____	_____
Water/Sewer/Drainage	_____	_____

FEES	
Permit	_____
Inspection fee	_____
Cap. Cost Rec.	_____
Water Tap	_____
Sewer Stub	_____
Eng. Fee	_____
Aid to Const.	_____
_____	_____
Plan rev. fee	_____
TOTAL	_____

PARID: 40008 11004  
 MACKAY DOUGLAS J & RUTH M

1510 5TH AVE

**Tax Commissioner Summary**

Status ACTIVE  
 Alternate ID 2950698  
 Bill # 2950698  
 Tax District/Description 040-TYBEE  
 Legal Description NORTH 34 FT OF LOT 236 & SOUTH 3 6 FEET OF LOT 235 WARD 4 TY BE E  
 Appeal Status

**Parcel Status**

Parcel Status	Deferral Exist	Years Support	Total Millage Rate
Active	No		31.5410

**Parcel Information**

Property Class R3 - Residential Lots  
 Mortgage Company  
 Exemptions CS12S M1S S2S

**Most Current Owner**

Current Owner	Co-Owner	Care Of	Mailing Address
MACKAY DOUGLAS J & RUTH M			1510 5TH AVE TYBEE ISLAND GA 31328

**Digest Owner (January 1)**

Owner	Co-Owner	Care Of	Mailing Address
MACKAY DOUGLAS J & RUTH M			1510 5TH AVE TYBEE ISLAND GA 31328

**Tax (Penalties and Interest Included through Current Date)**

Year	Cycle	Billed	Paid	Due
2024	1	5,224.30	-2,568.70	2,655.60
2023	1	4,567.32	-4,567.32	0.00
2022	1	4,957.05	-4,957.05	0.00
2021	1	4,971.77	-4,971.77	0.00
2020	1	5,055.57	-5,055.57	0.00
2019	1	4,984.04	-4,984.04	0.00
2018	1	4,925.36	-4,925.36	0.00
2017	1	4,516.02	-4,516.02	0.00
2016	1	4,462.13	-4,462.13	0.00
2015	1	4,443.31	-4,443.31	0.00
Total:		48,106.87	-45,451.27	2,655.60

**Payment Information**

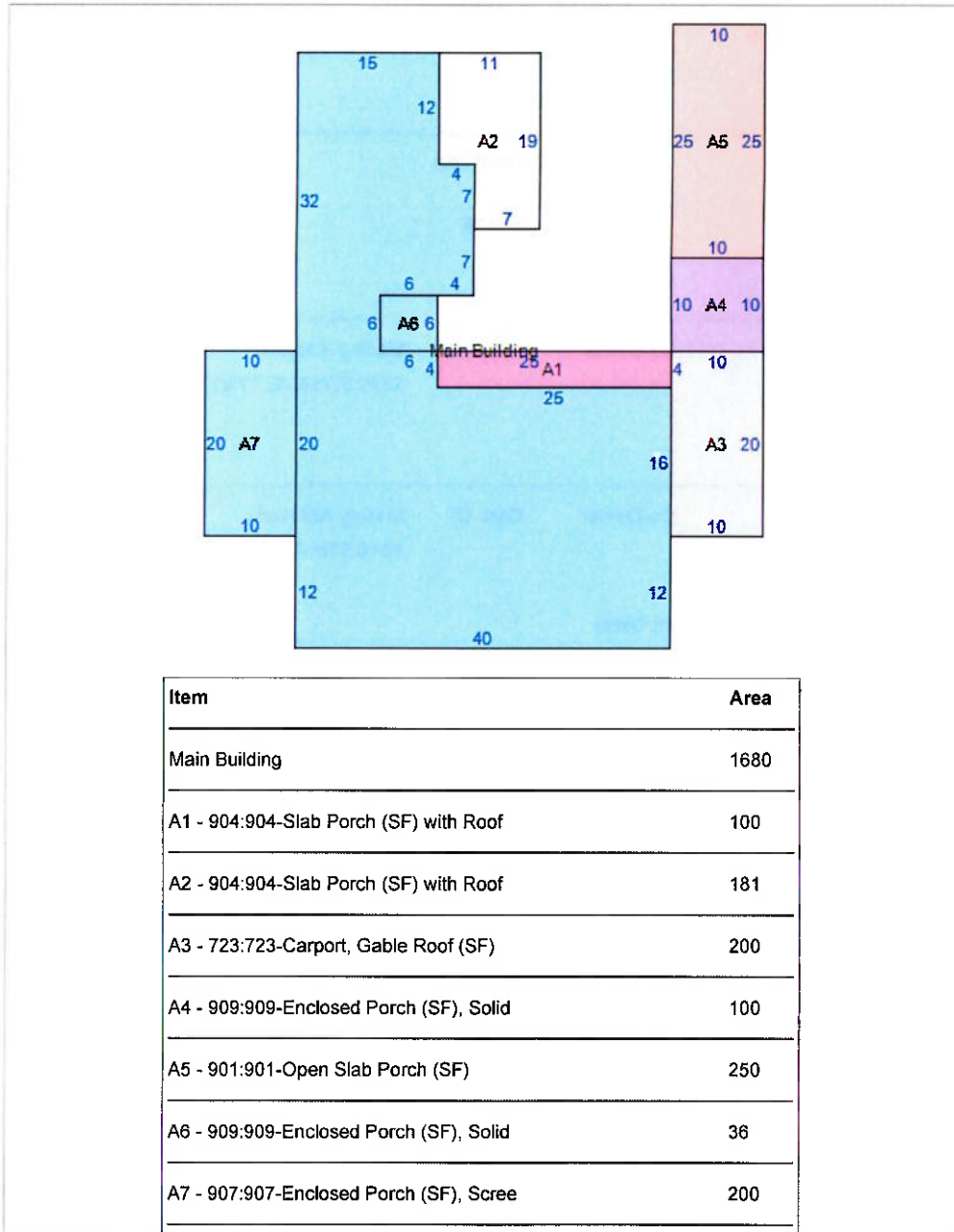
Payment Sequence	User ID Location	Effective Date Source	Business Date Pymt Type	Payment Applied	Tolerance/ Overpayment	Payment Methods	Total Payment
4164252236	MORTCO UPD-999444 MCPAY	05/24/2024 4000	05/24/2024 Z24	\$2,568.70	\$0.00 \$0.00		\$2,568.70

**Payer Details**

Payment Sequence	User ID Location	Effective Date Source	Total Payment	Payer Information
4164252236	MORTCO UPD-999444 MCPAY	05/24/2024 4000	\$2,568.70	CORELOGIC 3001 HACKBERRY RD IRVING TX 75063

**Billings Detail**

Authority Code	Code	Authority Name	Millage	Billed	Paid	Due
COUNTY - OPER	TAX	COUNTY M&O	10.5180	\$1,467.38	-\$733.63	\$733.75
SCHOOL - OPER	TAX	COUNTY SCHOOL M&O	17.4810	\$3,503.63	-\$1,708.45	\$1,795.18
TYBEE - CITY	TAX	TYBEE ISLAND	3.5420	\$253.29	-\$126.62	\$126.67
Total:			31.5410	\$5,224.30	-\$2,568.70	\$2,655.60





**SMART VENT**

### INSULATED SERIES

This series of vents is ideal for areas requiring flood warning protection but no natural air ventilation.

The Smart door contains a 2" insulated core that will fit under a 2" x 4" sill plate. It forms a tight enclosure as installed from the elements as possible.

**IDEAL FOR:**

- Garages
- Full height enclosures (e.g. workrooms)
- Commercial entrance spaces
- Storage facilities
- Medical buildings
- Foyers

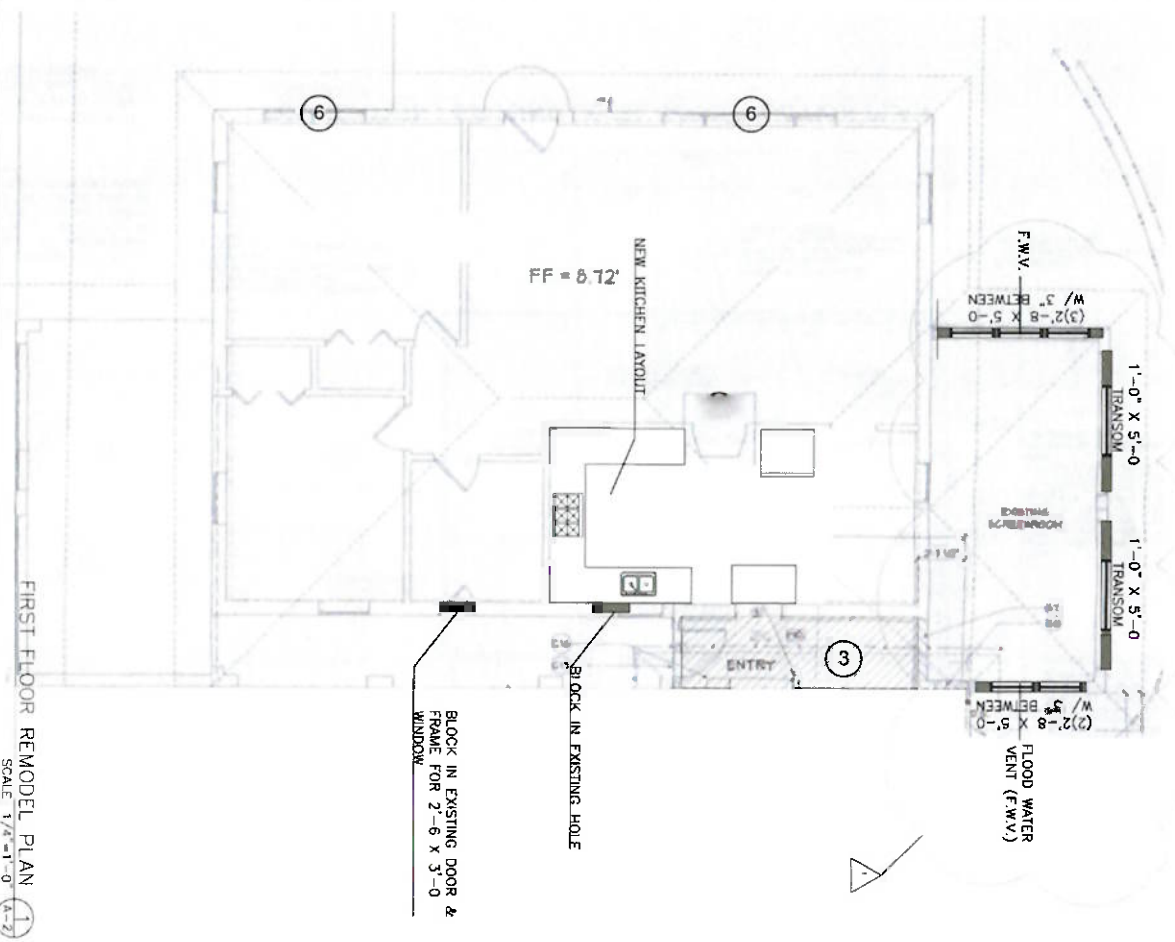
**1 Flood Vent**  
1540-520

**2 Stackler**  
1540-551

**3 Wood Wall**  
1540-570

Wood wall types are designed to fit between studs spaced at 16" on center. The vent length must be 60" or a new installation.

For more information on Flood Protection Solutions, contact:  
Smart Vent - 404-885-0000, Fax - 404-885-0001  
www.smartvent.com



DESIGNED BY: ITM  
DATE: 9/23/2024  
SCALE: 1/4"=1'-0"  
PROJECT:  
PERMIT SET  
**A-2**

**MACKAY RENOVATION**  
PLAN REVISIONS  
1510 5TH AVENUE  
TYBEE ISLAND, GA. 31328  
FIRST FLOOR REMODEL PLAN

**DIVERSIFIED**  
DESIGNS P.C.  
P.O. BOX 1367, 11 JONES AVE  
TYBEE ISLAND, GA. 31328  
EMAIL: [dvs@diversifieddesigns.com](mailto:dvs@diversifieddesigns.com)  
(912) 786-7945 (809) 858-4125  
(912) 786-7944 (912) 786-7943 FAX

REVISIONS  
DATE: 9/23/2024  
BY: ITM  
APP: ITM

CONTRACT NO. 24-00000114  
DATE: 9/23/2024  
BY: ITM  
APP: ITM  
PROJECT: 1510 5TH AVENUE  
TYBEE ISLAND, GA. 31328  
FIRST FLOOR REMODEL PLAN

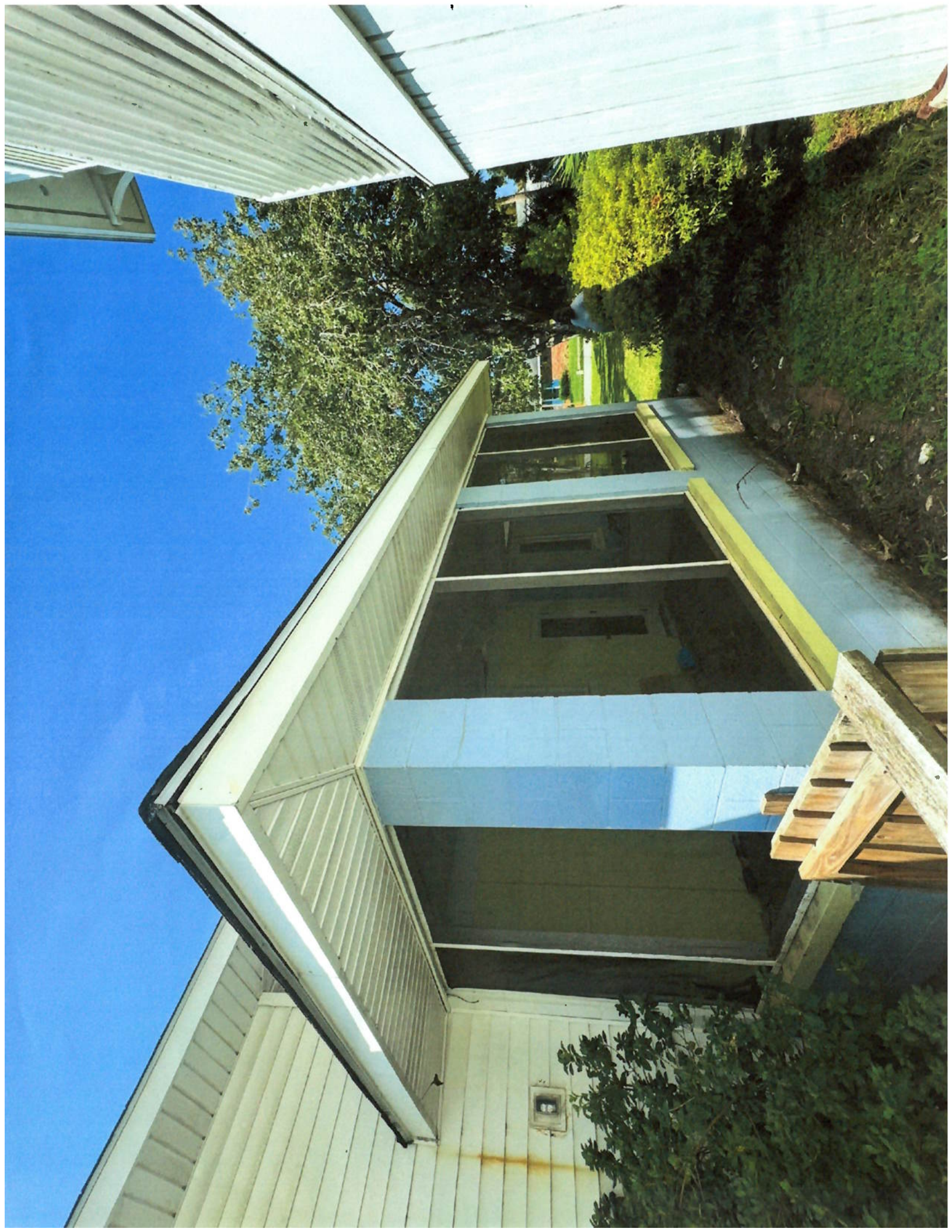
SCALE: 1/4"=1'-0"

DATE: 9/23/2024

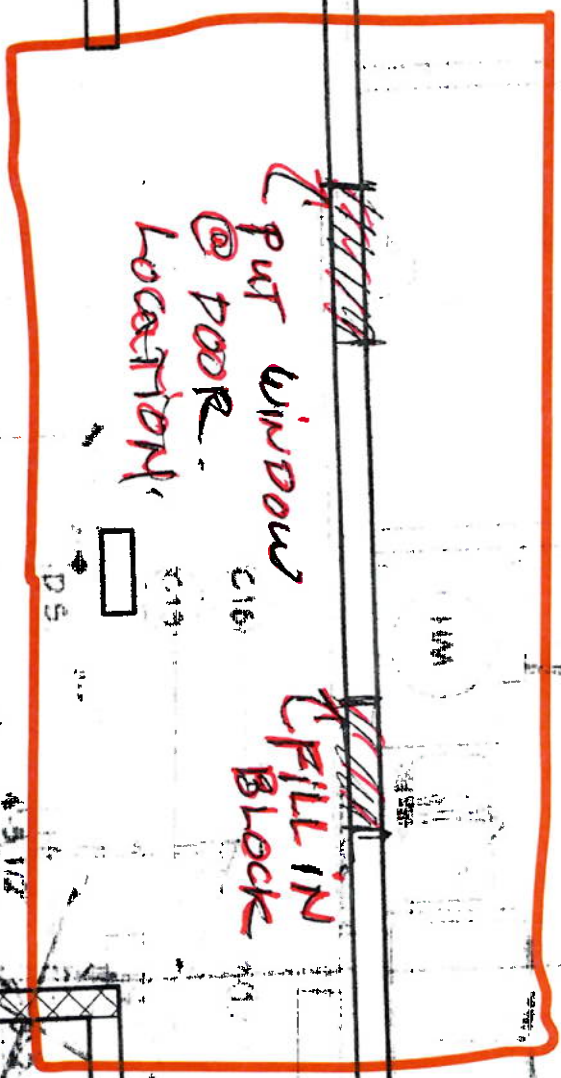
BY: ITM

APP: ITM

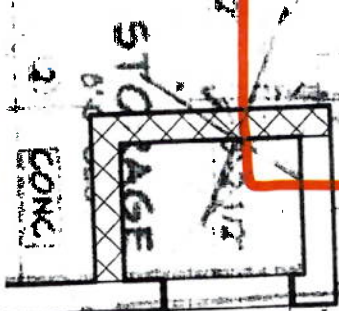
PROJECT: 1510 5TH AVENUE  
TYBEE ISLAND, GA. 31328  
FIRST FLOOR REMODEL PLAN



ORIGINAL HOUSE  
FF = 8.72'



EXISTING KITCHEN



ENTRY

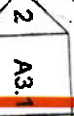
EXISTING SCREENROOM

2-30 X 50

1 X 4 TRUSSOME  
1 X 4 TRUSSOME

2-30 X 50

LAUNDRY





HPC

**City of Tybee Island, Georgia**  
912-472-5033 – [Lschaaf@cityoftybee.org](mailto:Lschaaf@cityoftybee.org)  
**APPLICATION FOR BUILDING PERMIT**

**Property Address:** 1711 Butler Ave **PIN:** 40009 02002

	Name	Mailing address	Telephone
Owner	<u>Salty shores LLC</u>		email: Cell:
Architect or Engineer			email: Cell:
Contractor	<u>Catskill Builders</u>		email: Cell: <u>912-253-2303</u>

*Check all that apply*

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Single Family              | <input type="checkbox"/> Discovery/Tearout                          | <input type="checkbox"/> Demolition or Relocation |
| <input type="checkbox"/> Duplex                     | <input type="checkbox"/> Footprint Changes                          | <input type="checkbox"/> Other _____              |
| <input type="checkbox"/> Multi-Family _____ units   | <input type="checkbox"/> _____ additional square feet heated/cooled |   |
| <input type="checkbox"/> * Commercial _____ unit(s) |   |   |

**\* A commercial project requires 2 sets of sealed drawings by a design professional and construction by a contractor with the appropriate State of Georgia professional license. A commercial project may require Site Plan Approval.**

Details of Project: Interior - Remove all Furniture, Carpentry, Paneling  
Cabinets, counter tops + Appliances, toilets, sinks  
Exterior - Remove 2 small sheds Clean up + mow Yard

Estimated Cost of Construction: \$ 50.00 (materials + labor + profit/overhead)

If applicable, attach a copy of the certified elevation certificate and/or survey of the property. Depending upon the scope of the work, two sets of construction drawings and/or a site plan may be required.

Year Built: 1912 Listed on National Historic Register or located within a National Historic District? Y / N  
 • Buildings older than 50 years may be eligible to be listed on the State / National Register. With this designation, you may be eligible to take advantage of various tax incentive programs while preserving the heritage of Tybee Island.  
 • Also see the Tybee Island Land Development Code Article 14: Historic Preservation

**During construction:**

On-site restroom facilities will be provided through \_\_\_\_\_. Construction debris will be disposed by \_\_\_\_\_ by means of \_\_\_\_\_. I understand that I must comply with zoning, flood damage control, building, fire, shore protection and wetland ordinances, FEMA regulations and all applicable codes and regulations. I realize that I must ensure the adequacy of drainage of this property so that surrounding property is in no way adversely affected as required by Article 16, Stormwater Management. I accept responsibility for any corrective actions that may be necessary to restore drainage impaired by this permitted construction.

Date 10-8-24 Signature: [Signature]  
Printed Name of Applicant: Tybee Portuga

**Note:** A permit normally takes 7 to 10 days to process. Processing time for a historic structure may be longer.

Approvals:	Signature	Date
Planning & Zoning Manager	_____	_____
Building Official	_____	_____
Water/Sewer/Drainage	_____	_____

FEES	
Permit	_____
Inspection fee	_____
Cap. Cost Rec.	_____
Water Tap	_____
Sewer Stub	_____
Eng. Fee	_____
Aid to Const.	_____
_____	_____
Plan rev. fee	_____
<b>TOTAL</b>	_____

PARID: 40009 02002

NANCY C. KEATON AND LISA M. HOLMES, AS C

1711 BUTLER AVE

**Most Current Owner**

Current Owner	Co-Owner	Care Of	Mailing Address
RADFORD KATHEE			PO BOX 2445 TYBEE ISLAND GA 31328

**Digest Owner (January 1)**

Owner	Co-Owner	Address 1	Address 2	City	State	Zip
NANCY C. KEATON AND LISA M. HOLMES, AS C	O-TRUSTEES OF THE JOHNSON FAMILY TYBEE T	PO BOX 1816		TYBEE ISLAND GA		31328

**Parcel**

Status	ACTIVE
Parcel ID	40009 02002
Category Code	RES - Residential
Bill #	2964267
Address	1711 BUTLER AVE
Unit # / Suite	
City	TYBEE ISLAND
Zip Code	31328-
Neighborhood	20216.00 - T216 TYBEE BTL WEST
Total Units	
Zoning	C-1
Class	R3 - Residential Lots
Appeal Status	

**Legal Description**

Legal Description	LOT 10 WARD 5 SAVANNAH BEACH, TY BEE ISLAND
Acres	.22
Deed Book	2059
Deed Page	0208

**Permits**

Permit #	Permit Date	Status	Type	Amount
160848-3	12/01/2016	Complete	RN - RENOVATIONS	\$400.00
110560-2	10/04/2011	Complete	RF - ROOF	\$10,000.00
030549-1	11/14/2003	Complete	-	\$1,500.00

**Inspection**

Inspection Date	Reviewer ID
09/20/2024	RKRYZAK
05/15/2023	RKRYZAK
05/07/2021	RKRYZAK
03/27/2018	KMMORENO
06/13/2014	MWTHOMAS

**Sales**

Sale Date	Sale Price	Sale Validity	Instrument	Book - Page	Grantor	Grantee
02/29/2024	675,000	Q	TD	3316 - 0002	NANCY C. KEATON AND LISA M. HOLMES, AS C	RADFORD KATHEE
08/31/2020	0	U	ESTD	2059 - 0208	NANCY C. KEATON, AS EXECUTOR UNDER THE L	NANCY C. KEATON AND LISA M. HOLMES, AS C
06/01/1974	12,000	U		-		

**Land**

Line Number	1
Land Type	U - UNIT
Land Code	01 - SINGLE FAMILY RES
Square Feet	0
Acres	.22
Influence Factor 1	55
Influence Reason 1	
Influence Factor 2	
Influence Reason 2	

**Residential Building**

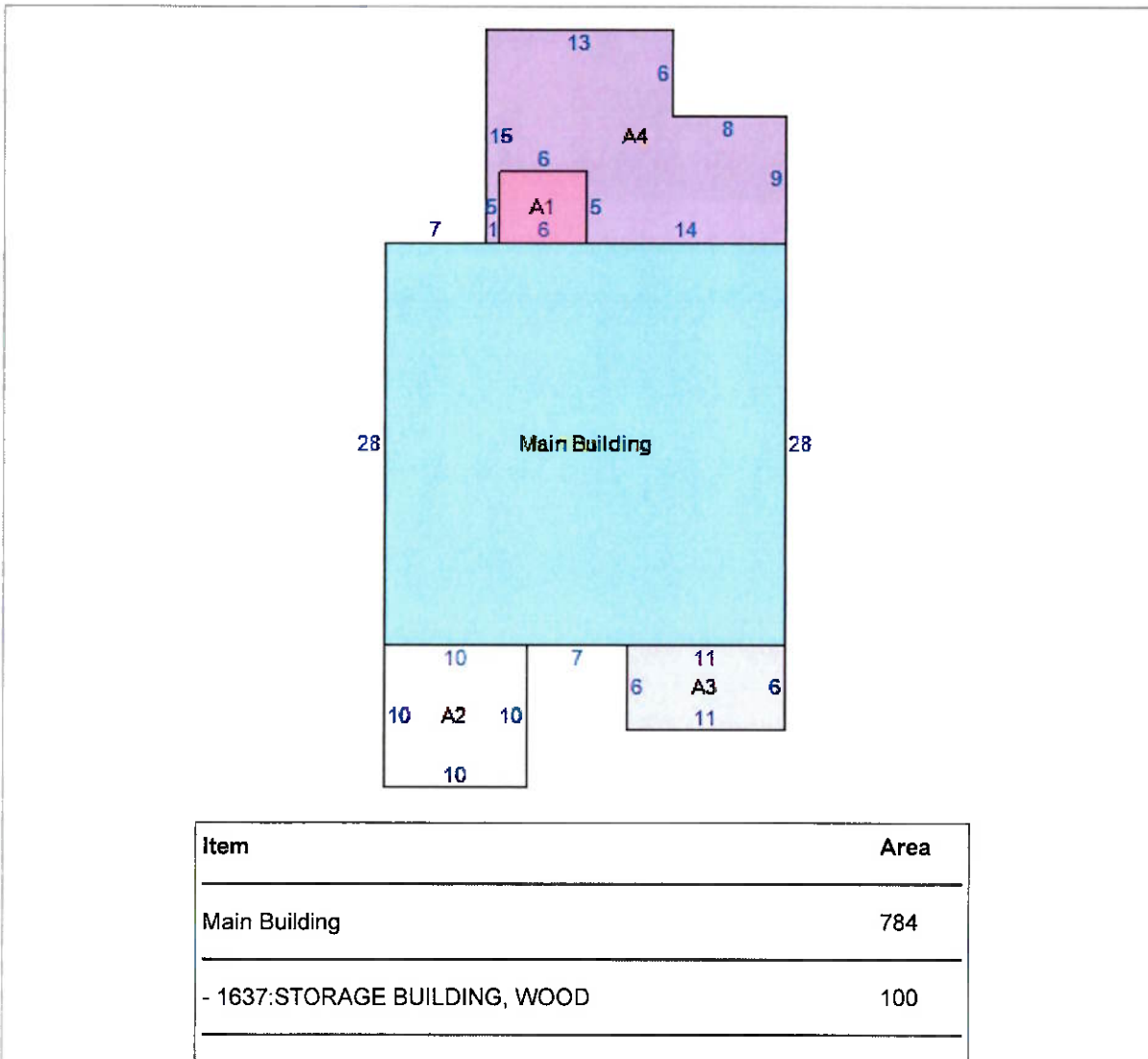
Card #	1
Actual Year Built	1912
Effective Year Built	1980
Type	1 - Single Family Residence
Style/Stories	2 - TWO STORY
Percent Complete	100
Quality	300
Condition	AV - AVERAGE
Living Area	1,698
Basement Area	0
Finished Basement Area	No
Bedrooms	3
Full / Half Baths	1 / 1

**OBY**

Card #	Description	Year Built:	Grade:	Units:	Override:	Area:
1	1637 : STORAGE BUILDING, WOOD	1912	E	1		100

**Appraised Values**

Tax Year	Land	Building	Appraised Total	Reason
2024	596,800	139,700	736,500	
2023	542,500	135,500	678,000	
2022	542,500	121,800	664,300	
2021	271,400	139,500	410,900	
2020	271,400	118,400	389,800	
2019	271,400	127,200	398,600	
2018	271,400	125,900	397,300	
2017	271,400	118,200	389,600	
2016	270,900	117,200	388,100	
2015	270,900	121,700	392,600	



A1 - 100:100- LIVING SPACE	30
A2 - 100:100- LIVING SPACE	100
A3 - 904:904-Slab Porch (SF) with Roof	66
A4 - 903:903-Wood Deck (SF)	237

