

2BA-0326-18868



Chatham County
Zoning Board of Appeals Application
1117 Eisenhower Dr ~ PO Box 8161
Savannah, Georgia 31412-8161
Phone: (912) 201-4300 / Fax: (912) 201-4301
www.chathamcounty.org



All information must be completed in full before this application will be processed and scheduled for a Zoning Board of Appeals (ZBA) hearing. Additional instructions and information regarding the appeals process are located on page four. Applicants are encouraged to meet with MPC staff to discuss the application prior to the day of submission. The monthly hearing dates and applicable submission deadline dates are attached.

RECEIVED
MAR 25 2026
Metropolitan Planning Commission

1) Subject Property

Street Address: 226 CATALINA DR
Subdivision Name: SPANISH HAMMOCK Lot Number(s): —
Property Identification Number(s): _____
Zoning District(s): _____

2) Reason for Application

MEETING 4/28

Check all that apply:

_____ To appeal an order, requirement, decision or determination of the Zoning Administrator when an error is alleged (Zoning Ordinance Section 10-6.1). You must attach a copy of the written determination of the Zoning Administrator that you are appealing. An appeal must be filed no later than 30 days after the date that the determination was rendered by the Zoning Administrator. The appeal must be filed with MPC and the Zoning Administrator.

_____ To establish a special use (Section 10-6.2) Use Number _____

_____ A request for an extension or expansion of a nonconforming use (Section 10-6.4)

☒ To request a variance (Section 10-6.3). Identify the type and amount of variance(s) below and refer to Page 4 for plot plan criteria. Example: 5 foot reduction of the 25 foot rear yard setback (use additional paper, if necessary):

REQUEST FENCE TO BE 8 FT TO
MATCH THE EXISTING FENCES OF
NEIGHBORS ON CATALINA DR.

2' FENCE HEIGHT VARIANCE

INCREASE FROM 6' TO 8'

3) **Property Owner(s)**

Name(s): DON SMITH
Address: 226 CATALINA DR.
City, State, Zip: TYBEE IS GA. 31528
Telephone: [REDACTED] Fax: -
E-mail address: [REDACTED]

4) **Agent (If not property owner)**

If the property owner(s) will have an agent serve on his or her behalf, the owner(s) must complete the attached Letter of Authorization.

Name(s): N/A
Address: _____
City, State, Zip: _____
Telephone: _____ Fax: _____
E-mail address: _____

5) **Fee**

The application fee is based on the type of use for which relief is requested. Make check payable to Chatham County.

_____ Commercial: \$1300.00 (\$1,180 MPC fee + \$120 BSRS fee)
☒ Single Family Residential: \$620.00 (\$500 MPC fee + \$120 BSRS fee)

6) **Certification**

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures, and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Donald S. Smith
Applicant Name (Signature)
DONALD S. SMITH
Applicant Name (Print)

3-9-22
Date

OFFICE USE ONLY

Project Planner:
Pre-application meeting date, if any:
Date notice posted on property:
Dates notice published in newspaper:

Letter of Authorization

As fee simple owner of the subject property that is identified as Property Identification Numbers _____, I (we) authorize _____ (Agent Name) of _____ (Firm or Agency, if applicable) to serve as agent on my (our) behalf for the purpose of making and executing this application for the proposed request. I (we) understand that any representations(s) made on my (our) behalf, by my (our) authorized representative, shall be legally binding upon the subject property.

Owner Name (Signature)

Owner Name (Print)

Date

Instructions

1. Applicants shall meet with MPC staff to discuss their application prior to the day of submission. Call 651-1440 for an appointment.
2. The application form must be completed (including appropriate fee) and include all required supplemental materials before it will be processed and scheduled for a hearing. A plot plan must be provided when a dimensional variance or use permit is requested. Three copies of the application, plot plan and any other supporting documents must be provided. Plot plan criteria are listed below.
3. A printed or typed list including the names, addresses and zip codes of surrounding property owners (within 200 feet of the subject property) must be submitted with the application.
4. Applications must be submitted to Building Safety and Regulatory Services, 1117 Eisenhower Drive, Savannah, GA 31406.

Zoning Board of Appeals Process (After the Application is Submitted)

1. Once an application submittal is determined to be complete, it will be scheduled for the next posted ZBA hearing date. The applicant will receive a notice of the date and time of the ZBA meeting. As a policy, MPC will mail a notice of the hearing to all owners of property within a 300 foot radius of the subject property. All ZBA meetings are held on the fourth Tuesday of each month at 9:00 a.m. unless otherwise posted.
2. The applicant must post a sign announcing the ZBA hearing at least 15 days prior to the scheduled hearing date. Once an application is deemed complete by MPC staff, the applicant will be contacted to pick up a sign at the Building Safety and Regulatory Services office. Instructions regarding posting will be attached to the sign.
3. A copy of the staff report will be provided to the owner or agent before the ZBA meeting. The ZBA is responsible for making the decision.
4. PowerPoint presentations must be provided to staff no later than the day prior to the meeting. Copies of any item used to support your petition must be submitted for the record. Petitioner shall provide a sufficient number of copies for the Board and Board Secretary.
5. A request to continue a petition that occurs after legal notice of the petition is published can be continued only by the ZBA; however, the ZBA may or may not grant the request.
6. A written decision of the ZBA will be prepared and sent to the owner or agent after the meeting.

Plot Plan Information

If you are applying for a dimensional variance, a plot plan must be submitted with this application. An example of a plot plan is available upon request. The plot plan must include the following information:

- North arrow and scale
- Street name(s)
- Dimensions of lot
- Existing and proposed structures on lot (identify each structure - e.g., house, shed, pool)
- Dimensions between all structures and property lines and/or fences
- Dimensions between all structures on lot
- Location and dimensions of proposed addition
- Type of fence (for example, chain link, wood, masonry, etc.)
- Proposed landscaping
- Project status (proposed or existing)

Other Contacts

Zoning Administrator: Building Safety and Regulatory Services, 1117 Eisenhower Dr (Phone: 912-201-4300)
(Mailing Address: P.O. Box 8161, Savannah, GA 31412-8161)

County Engineering: 124 Bull Street, Room 430 (Phone: 912-652-7800)
(Mailing Address: P. O. Box 8161, Savannah, GA 31412-8161)

Metropolitan Planning Commission: 110 E. State Street, Savannah, GA 31401 (Phone: 912-651-1440)

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

The Conflict of Interest in Zoning Actions Act (O.C.G.A. Chapter 67A) requires that an applicant for a map amendment /rezoning action must disclose campaign contributions in the amount of \$250 or more that have been made to local government officials who will consider the application. This requirement also applies to agents, including attorneys, who may represent the applicant.

In compliance with the Act, this form must be completed and filed with the local governing authority within ten (10) days after the application for the rezoning request is filed. Failure to comply with the provisions of this Act is a misdemeanor.

1. Within two years preceding the filing this application, have you and your agent (if applicable) made a campaign contribution in the amount of \$250 or more to any of the local government officials listed below?
Yes _____ No _____

If you answered "Yes", please complete Question 2.

CHATHAM COUNTY COMMISSION	
Chester A. Ellis, Chairman	Tanya Milton, District 5
Wayne Noha, District 1	Aaron "Adot" Whitely, District 6
Malinda Scott - Hodge, District 2	Dean Kicklighter, District 7
Bobby Lockett, District 3	Marsha Buford, District 8
Patrick Farrell, District 4	

METROPOLITAN PLANNING COMMISSION		
Karen Jarrett, Chair	Michael Kaigler, Ex-Officio	Jeff Notrica
Travis Coles, Vice-Chair	Stephen Plunk	Traci Arrick
Amanda Wilson	Coren Ross	Joseph Welch
Laureen Boles, Treasurer	Joseph Ervin	Tom Woiwode
Jay Melder, Ex-Officio	Dwayne Stephens	

2. If you checked "Yes" to Question 1, complete the section below.

CONTRIBUTION			
Name of Official to Whom Contribution was Made	Official Position at time of Contribution	Date of Contribution	Description and Dollar Amount of Contribution

Signature of Petitioner or Petitioner's Agent

Date

Printed Name

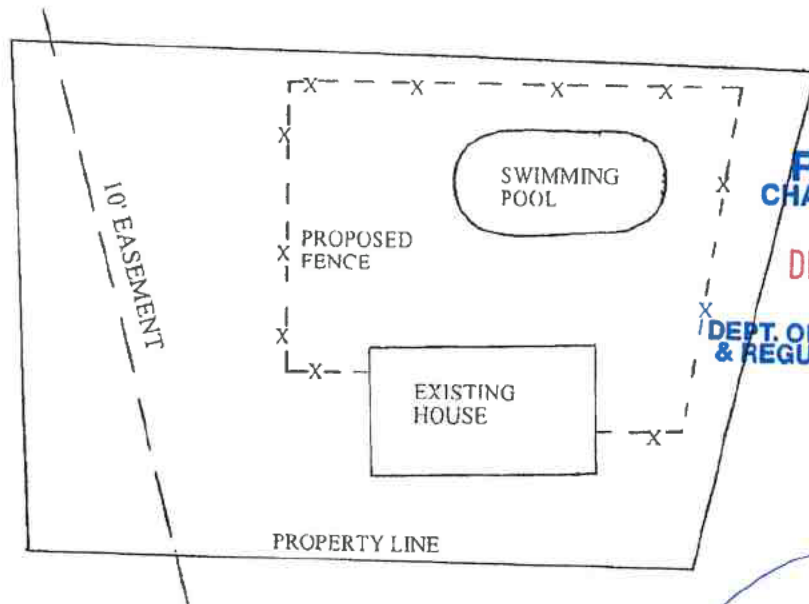
File No.

Zoning Board of Appeals meetings are held on the 4th Tuesday of each month at the office of the Metropolitan Planning Commission 112 East State Street Savannah, Ga.

2025 Calendar of Meetings

Meeting Date	Cut off Date
01/28	12/27
02/25	01/24
03/25	02/28
04/22	03/28
05/27	04/25
06/24	05/30
07/22	06/27
08/26	07/25
09/23	08/29
10/28	10/03
11/18	10/24
12/16	11/21

SAMPLE PLOT PLAN AND DETAILS



**RECEIVED
CHATHAM COUNTY**

DEC 18 2025

**DEPT. OF BUILDING SAFETY
& REGULATORY SERVICES**

Chatham County

REVIEW FOR CODE COMPLIANCE

Every effort has been made to identify code violations. The reviewer shall not be held responsible for any violations that may occur as authority to violate, can be set aside any applicable code ordinances. The review and permit should not be construed as a warranty or guarantee.

Reviewed By [Signature]

Date 12/26/25

6FT ABOVE
GROUND

VERTICAL
SUPPORT

6FT ABOVE
GROUND

VERTICAL
POST

CONCRETE FOOTING

ALL CONSTRUCTION MUST COMPLY WITH THE
ICC 600 AND THE IRC ONE AND TWO
FAMILY DWELLING CODE 2018 EDITION
AND STATE OF GEORGIA AMENDMENTS

2FT DEEP

CHAIN LINK FENCE

AE-10 R-1

Permit: BLDR-1225-8528

12.19.2025

RESIDENTIAL FENCE

Address: CATALINA DRIVE 226

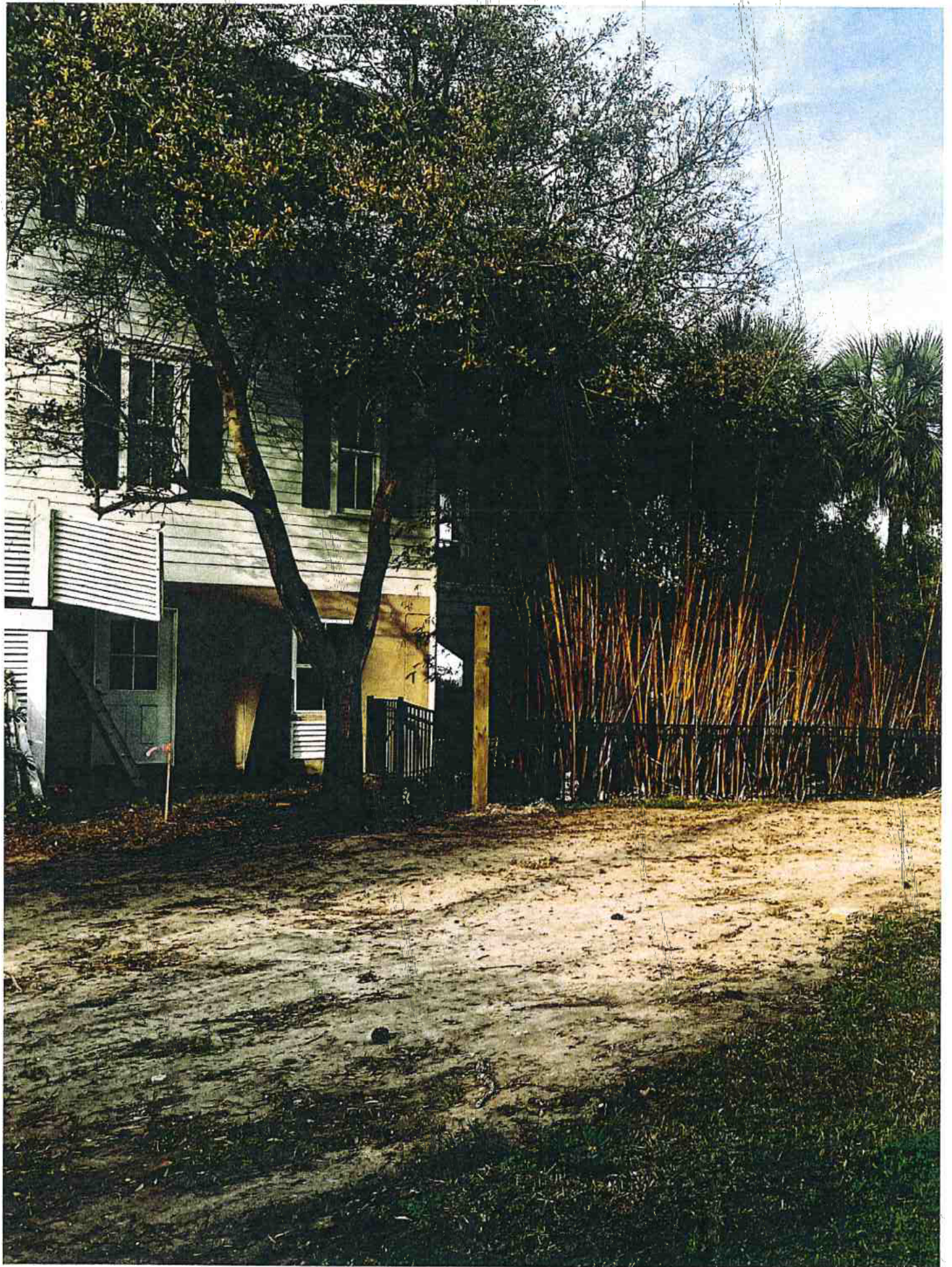
PIN: 10011 01020

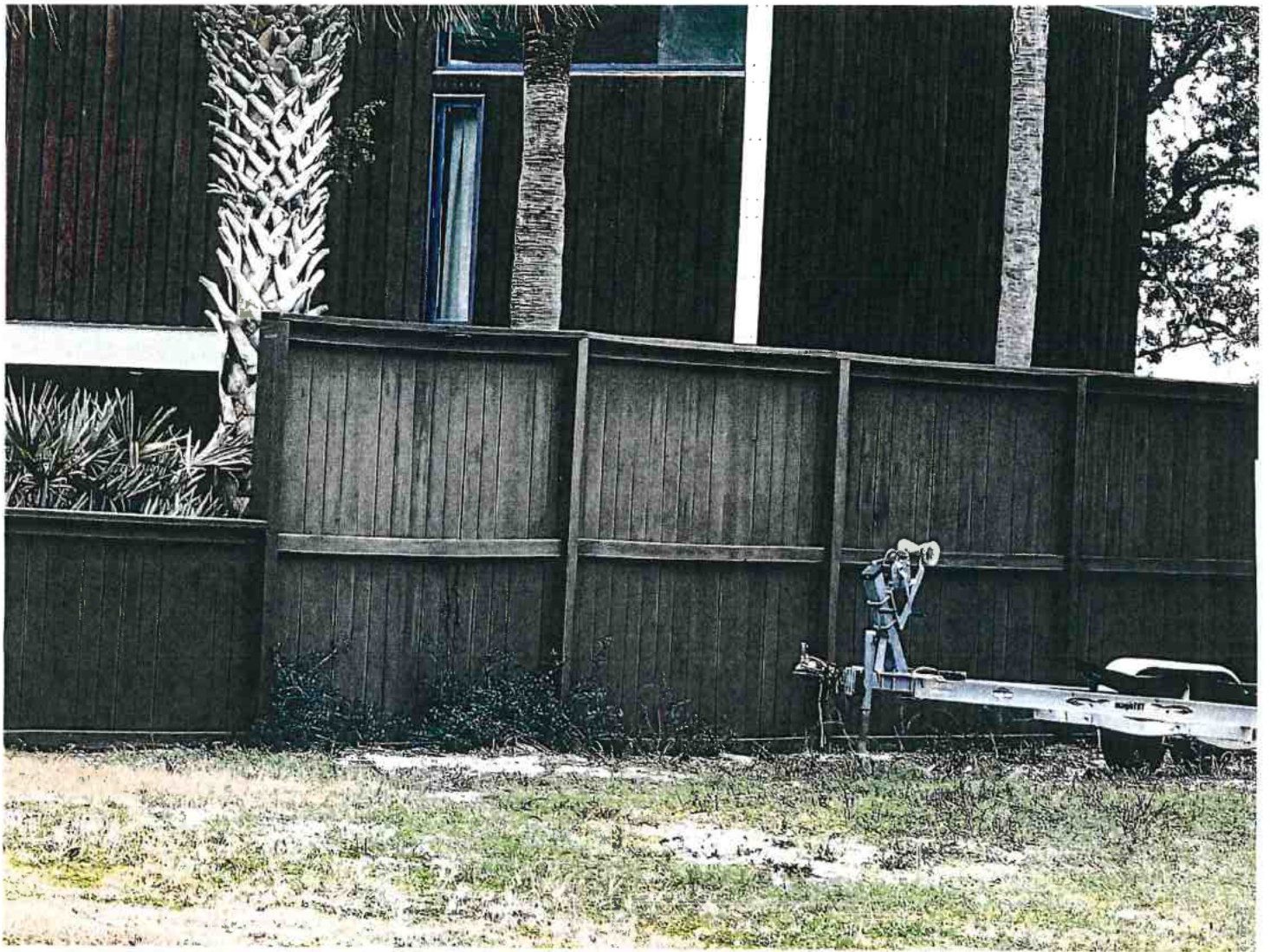
Name: SMITH DONALD

DONALD SMITH

912.657.8621

R. RIVERS





EXISTING 8 FT FENCE AT
—— 228 CATALINA DR.



230 CATALINA DR.



EXISTING 8 FT FENCE AT
230 CATALINA DR.

CHATHAM COUNTY BUILDING PERMIT
DEPARTMENT OF BUILDING SAFETY & REGULATORY SERVICES

" The issuance of this permit authorizes improvements to the real property designated herein which improvements may subject such property to mechanics' and materialman's liens pursuant to part 3 of Article 8 of chapter 14 of Title 44 of the Official Code of Georgia Annotated. In order to protect any interest in such property and to avoid encumbrances thereon, the owner or any person with an interest in such property should consider contacting an attorney or purchasing a consumer's guide to the lien laws which may be available at building supply home centers. "

JOB ADDRESS: 226 CATALINA DR

OWNER: SMITH DONALD STOKES

PERMIT TYPE: BUILDING (RESIDENTIAL) FENCE

LEGAL DESCRIPTION: LOT 1-A SIEG SUB BEING A RESUB OF LOTS 1 & 2 SIEG

PERMIT #:

BLDR-1225-8528

THIS CARD MUST BE VISIBLE FROM THE STREET

AE FLOOD ZONE

RECEIPT (REC-043904-2026)
FOR CHATHAM COUNTY BUILDING SAFETY AND REGULATORY SERVICES

BILLING CONTACT
DONALD SMITH
226 CATALINA



Payment Date: 03/23/2026

Reference Number	Fee Name	Transaction Type	Payment Method	Amount Paid
ZBA-0326-000609	Single Family Residential BSRS	Fee Payment	Check #7204	\$120.00
	Single Family Residential MPC	Fee Payment	Check #7204	\$500.00
226 CATALINA DR UNINCORPORATED, GA 31328				SUB TOTAL
				\$620.00
				TOTAL
				\$620.00