



Chatham County - Savannah Metropolitan Planning Commission

Action Minutes

July 15, 2025, MPC Meeting at 1:30 pm
110 East State Street, Arthur Mendonsa Hearing Room

July 15, 2025 MPC MEETING

Members Present: Travis Coles - In person
 Karen Jarrett - In person
 Laureen Boles - In person
 Amanda Wilson - In person
 Stephen Plunk - In person
 Tom Woiwode - In person
 Jeff Notrica - In person
 Traci Amick- In person
 Jay Melder - In person
 Joseph Ervin- In person

Members Absent Michael Kaigler
 Jay Melder
 Coren Ross
 Dwayne Stephens

Staff Present: Melanie Wilson, Executive Director/CEO
 Edward Morrow, Director of Development Services/Current Planning
 Sadie Esch-Laurent, Assistant Planner, Development Services
 Subhashi Karunaratne, Planner
 Rohan Urs, Planner
 Sally Helm, Administrative Assistant II, Development Services/Current Planning
 Hind Patel, IT Support
 Roger Beall, IT Support

I. Call to Order and Welcome

II. Invocation and Pledge of Allegiance

III. Approval of Agenda

IV. Notices, Proclamations and Acknowledgements

V. Item(s) Requested to be Removed from the Final Agenda

[1. 104, 108, 114 Albion St | Special Use Permit for Place of Worship | 25-002664-ZA](#)

Motion

Item removed from the final agenda.

Vote Results (Approved)

Motion: Travis Coles

Second: Laureen Boles

Joseph Ervin	- Aye
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

[2. FLUM Amendment | from Conservation and Residential -General to Residential-General | 1800 E. 63rd St. | 25-002852-ZA](#)

Motion

Item removed from the final agenda.

Vote Results (Approved)

Motion: Travis Coles

Second: Laureen Boles

Joseph Ervin	- Aye
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

[3. MAP Amendment | rezone from RSF-6 to RMF-2-16| 1800 E. 63rd St. | 25-002851-ZA](#)

Motion

Item removed from the final agenda.

Vote Results (Approved)

Motion: Travis Coles

Second: Laureen Boles

Joseph Ervin	- Aye
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

[4. Master Plan Amendment |1025 W. Gwinnett St. | 25-003224-ZA](#)

Motion

Item removed from the final agenda.

Vote Results (Approved)

Motion: Travis Coles

Second: Laureen Boles

Joseph Ervin	- Aye
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye

Amanda Wilson

- Aye

VI. Items Requested to be Withdrawn

The Consent Agenda consists of items for which the applicant is in agreement with the staff recommendation and for which no known objections have been identified nor anticipated by staff. Any objections raised at the meeting will result in the item being moved to the Regular Agenda. At a 12:30 briefing, the staff will brief the Commission on Consent Agenda items and, time permitting, Regular Agenda items. No testimony will be taken from applicants, supporters or opponents, and no votes will be taken at the briefing.

VII. Consent Agenda

VIII. Old Business

[5. Special Use Permit | Principal Use Parking Facility | 0 Bull St, 12,14, & 16 E. 40th St | 25-002526-ZA](#)

Motion

Approval of the request for a Special Use Permit to establish a principal use Parking Facility on the four subject parcels.

Vote Results (Approved)

Motion: Travis Coles

Second: Laureen Boles

Joseph Ervin	- Aye
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

[6. MAP Amendment | rezone from BL to BN | 1402 Stiles Ave. | 25-002835-ZA](#)

Motion

Approval of the request to rezone the subject property to B-N with the following condition:

The following uses shall not be permitted at 1402 Stiles Avenue;

1. Package store
2. Funeral home or mortuary
3. Body art services

Vote Results (Approved)

Motion: Travis Coles

Second: Jeff Notrica

Joseph Ervin	- Aye
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

IX. Regular Business

[7. Variance to GDP | 621 Jefferson St | 25-003244-ZA](#)

Motion

Approval of the following variance in association with a nonconforming subdivision for the construction of two single-family attached dwellings in the D-R zoning district:

Reduction of the minimum lot area from 1,200 square feet to 1,125 square feet.

With the following condition:

The petition number associated with the variance request shall be recorded on the plat.

Vote Results (Approved)

Motion: Travis Coles

Second: Laureen Boles

Joseph Ervin	- Aye
--------------	-------

Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

[8. Variance to GDP | 480 Geo Meyer Ave | 25-003218-ZA](#)

Motion

Approval of the following two variances in association with the construction of an amenity building in the PD zoning district (Eastern Wharf):

Reduction of the minimum western interior side yard setback from 3 feet to 0 feet;
Reduction of the minimum building frontage from 70% to 63%.

Vote Results (Approved)

Motion: Travis Coles

Second: Jeff Notrica

Joseph Ervin	- Aye
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

[9. Variance to GDP | 430 Geo Meyer Ave | 25-003219-ZA](#)

Motion

Approval of the following variance in association with the construction of townhomes in the PD zoning district (Eastern Wharf):

To increase the maximum front yard setback of multi-family dwellings from 12 feet to 40 feet.

Vote Results (Approved)

Motion: Travis Coles

Second: Jeff Notrica

Joseph Ervin	- Aye
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

[10. FLUM Amendment | from Residential Suburban Single Family to Commercial-Neighborhood | 1103 East 69th St | 25-003226-ZA](#)

Motion

Approval of the request to amend the Future Land Use Map from Residential Suburban - Single Family to Commercial- Neighborhood for the property located at 1103 E. 69th Street.

The Planning Commission, however, encourages the Petitioner to engage with nearby residents or neighborhood groups prior to final action by City Council, in order to promote transparency and minimize potential concerns related to future site operations. Ideally Petitioner's should reach out to the community before coming to the Planning Commission.

Vote Results (Approved)

Motion: Travis Coles

Second: Laureen Boles

Joseph Ervin	- Aye
--------------	-------

Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

[11. MAP Amendment | rezone from OI to BN | 1103 East 69th St. | 25-003170-ZA](#)

Motion

Approval of the request to rezone the subject parcel from OI (Office-Institutional) to BN (Neighborhood Business), subject to the following conditions:

That the drive-thru component be removed from the development plan, as the proposed stacking length does not meet the minimum 160-foot requirement and is anticipated to create traffic congestion that may negatively affect circulation on adjacent neighborhood streets; and clearly separated internal circulation system that distinguishes between drive-thru traffic and vehicles accessing on-site parking or retail units, beginning at the site entrance. And the Site Plan come before the Planning Commission for review.

Vote Results (Approved)

Motion: Travis Coles

Second: Stephen Plunk

Joseph Ervin	- Not Present
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye

Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

[12. Master Plan Amendment | Highlands Boulevard | 25-002883-ZA](#)

Motion

Approval of the request to adopt an amended Specific Master Plan for Tract R-9 within the New Hampstead PD.

Vote Results (Approved)

Motion: Tom Woiwode

Second: Stephen Plunk

Joseph Ervin	- Not Present
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye
Coren Ross	- Not Present
Karen Jarrett	- Nay
Dwayne Stephens	- Not Present
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Nay
Amanda Wilson	- Aye

[13. Special Use Permit | Solid Waste Transfer Station in I-L zoning | 6 Patton Rd | 25-001297-ZA](#)

Motion

Item continued to the August 26, 2025, MPC Meeting Agenda to allow the Petitioner time to meet with two nearby neighborhood associations.

Vote Results (Approved)

Motion: Travis Coles

Second: Laureen Boles

Joseph Ervin	- Not Present
Tom Woiwode	- Aye
Travis Coles	- Aye
Joseph Welch	- Aye

Coren Ross	- Not Present
Karen Jarrett	- Aye
Dwayne Stephens	- Not Present
Jeff Notrica	- Not Present
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Not Present
Michael Kaigler	- Not Present
Traci Amick	- Aye
Amanda Wilson	- Aye

X. Presentations

XI. Approved Staff Reviews

XII. Other Business

XIII. Executive Session

XIII. Adjournment

The Chatham County - Savannah Metropolitan Planning Commission provides meeting minutes which are adopted by the respective Board. Verbatim transcripts of minutes are the responsibility of the interested party.