



## Chatham County - Savannah Metropolitan Planning Commission

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Action Minutes  
June 24, 2025, MPC Meeting  
112 East State Street, Arthur Mendonsa Hearing Room

### June 24, 2025 MPC MEETING

Members Present:

Travis Coles -	In person
Coren Ross -	In person
Karen Jarrett -	In person
Joseph Welch -	In person
Laureen Boles -	In person
Michael Kaigler -	In person
Stephen Plunk -	In person
Jay Melder -	In person
Jeff Notrica -	In person
Traci Amick-	In person
Joseph Ervin -	In person
Amanda Wilson-	In person
Dwayne Stephens-	In person

Members Absent      Tom Woiwode

Staff Present:

Melanie Wilson, Executive Director/CEO  
Edward Morrow, Director of Development Services/Current Planning  
Subhashi Karunaratne, Planner, Development Services  
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

[1. June 24, 2025 at 11:30 AM Finance Committee Meeting, Jerry Surrency Conference Room, 112 East State Street](#)

[📎 Finance Committee Agenda JUNE 24 2025.pdf](#)

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

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

**Motion**

Item removed from the agenda.

**Vote Results ( Approved )**

Motion: Travis Coles

Second: Coren Ross

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

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

**Motion**

Item removed from the agenda.

**Vote Results ( Approved )**

Motion: Travis Coles

Second: Coren Ross

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

[4. 104, 108, 114 Albion St | Special Use Permit for Place of Worship | 25-002664-ZA](#)

**Motion**

Item removed from the agenda.

**Vote Results ( Approved )**

Motion: Travis Coles

Second: Coren Ross

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

[5. Highlands Blvd/ New Hampstead | MASTER PLAN Amendment | 25-002883-ZA](#)

**Motion**

Item removed from agenda.

**Vote Results ( Approved )**

Motion: Travis Coles

Second: Coren Ross

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

Michael Kaigler	- Aye
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

### [6. Approval of the June 3, 2025, MPC Meeting Minutes](#)

📎 [06-3-2025-mpc-meeting-minutes.pdf](#)

#### **Motion**

Approval of the June 3, 2025, MPC Meeting Minutes.

#### **Vote Results ( Approved )**

Motion: Travis Coles

Second: Coren Ross

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

### [7. Aspire at New Hampstead PH 2 | Major Subdivision | 25-002514-SUBP](#)

📎 [2025-03-24\\_CONSTRUCTION LOC AMOUNT\\_ASPIRE PH 2 \(1\).pdf](#)

📎 [APPLICATION.pdf](#)

📎 [25-002514-SUBP-Aspire at New Hampstead Phase 2-Staff Report.pdf](#)

#### **Motion**

Approval of the proposed Major Subdivision subject to the following conditions:

Show the signature of a Georgia Registered Land Surveyor and appropriate dedications of right-of way, shared community spaces, and storm water features.

Approval by the Chatham County Health Department and the City review departments including the City Engineer.

**Vote Results ( Approved )**

Motion: Travis Coles

Second: Coren Ross

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

**8. Major Subdivision | Parcel C-8, Eastern Wharf, Phase 5 | 25-002587-SUBP**

🔗 [Staff Report 25-002587-SUBP- Eastern Wharf Phase 5 \(Pilot Street\).pdf](#)

🔗 [APPLICATION.pdf](#)

🔗 [AMENDED FINAL MASTER PLAN.pdf](#)

🔗 [PHASING-PLAN.pdf](#)

**Motion**

Approval of the proposed Major Subdivision subject to the following conditions:

Show the signature of a Georgia Registered Land Surveyor and appropriate dedications of right-of way,

shared community spaces, and storm water features.

Approval by the Chatham County Health Department and the City review departments including the City Engineer.

3. An Address Table will be added to the Plat included Parcel Identification Numbers.

**Vote Results ( Not Started )**

Motion: Travis Coles

Second: Coren Ross

9. Major Subdivision | Parcel C-8, Eastern Wharf, Phase 6 | 25-002585-SUBP

🔗 [APPLICATION.pdf](#)

🔗 [AMENDED FINAL MASTER PLAN.pdf](#)

🔗 [PHASING-PLAN.pdf](#)

🔗 [Staff Report 25-002585-SUBP- Eastern Wharf Phase 6 \(Pilot Street\).pdf](#)

**Motion**

Approval of the proposed Major Subdivision subject to the following conditions:

Show the signature of a Georgia Registered Land Surveyor and appropriate dedications of right-of way, shared community spaces, and storm water features.

Approval by the Chatham County Health Department and the City review departments including the City Engineer.

3. An Address Table will be added to the Plat including Parcel Identification Numbers.

**Vote Results ( Approved )**

Motion: Travis Coles

Second: Coren Ross

Joseph Ervin	- Aye
Tom Woiwode	- Not Present
Travis Coles	- Aye
Joseph Welch	- Not Present
Coren Ross	- Aye
Karen Jarrett	- Aye

Dwayne Stephens	- Aye
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Aye
Michael Kaigler	- Aye
Traci Amick	- Aye
Amanda Wilson	- Aye

10. Major Subdivision | Parcel C-1B & C-1C, Eastern Wharf, Phase 7 | 25-002586-SUBP

- 🔗 [Staff report 25-002586-SUBP- Eastern Wharf Phase 7 \(Pilot Street\).pdf](#)
- 🔗 [APPLICATION \(1\).pdf](#)
- 🔗 [AMENDED FINAL MASTER PLAN.pdf](#)
- 🔗 [PHASING-PLAN.pdf](#)

**Motion**

Approval of the proposed Major Subdivision subject to the following conditions:

Show the signature of a Georgia Registered Land Surveyor and appropriate dedications of right-of way, shared community spaces, and storm water features.

Approval by the Chatham County Health Department and the City review departments including the City Engineer.

3. An Address Table will be added to the Plat including Parcel Identification Numbers.

**Vote Results ( Approved )**

Motion: Travis Coles

Second: Coren Ross

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

Stephen Plunk	- Aye
Jay Melder	- Aye
Michael Kaigler	- Aye
Traci Amick	- Aye
Amanda Wilson	- Aye

11. Major Subdivision | Woodland Villas at Southbridge Phase 1 E | SUBD-0524-000479

🔗 [The Woodlands Villas at Southbridge Phase 1E.pdf](#)

🔗 [Application..pdf](#)

🔗 [Staff Report SUBD-0524-000479 Woodlands-Southbridge-Phase 1E.pdf](#)

**Motion**

Approval of the proposed Major Subdivision subject to the following conditions:

Show the signature of a Georgia Registered Land Surveyor and the owner of each lot on the Final Plat.

Approval by the Chatham County Health Department and the County review departments, Approved City of Savannah Water and Sewer Agreement, and the County Engineer.

**Vote Results ( Approved )**

Motion: Travis Coles

Second: Coren Ross

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

**VIII. Old Business**



## IX. Regular Business

### [12. 1214 East Victory Dr. | Variance to GDP | 25-002853-ZA](#)

- 🔗 [1214 E VICOTRY DRIVE - SURVEY AND PROPOSED PLAN.pdf](#)
- 🔗 [1214 E VICTORY DR\\_25-002853-ZA\\_APPLICATION.pdf](#)
- 🔗 [Staff Report.pdf](#)

#### **Motion**

Approval of the following variances with the condition that gutters be installed on the proposed single-family dwelling to divert runoff from adjoining properties:

- Relief from the minimum lot width from 50 feet to 26 feet;
- Relief from the minimum lot area from 5,000 square feet to 2,600 square feet;
- Relief from the interior side setback requirements to permit 3 feet for the new dwelling;
- Relief from the interior side setback requirements to permit 3.5 feet for the existing dwelling.

Denial of the following variance:

- To exceed the 45% maximum lot coverage permitted for a single-family dwelling with lane access.

#### **Vote Results ( Approved )**

Motion: Stephen Plunk

Second: Travis Coles

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

### [13. 805 East 33rd St | Variance to GDP | 25-002829-ZA](#)

- 🔗 [805 EAST 33RD - MPC - VARIANCE APPLICATION.pdf](#)
- 🔗 [805 E 33RD - LEGAL DESCRIPTION.pdf](#)
- 🔗 [2025-90-18X24.pdf](#)
- 🔗 [Staff Report.pdf](#)

#### **Motion**

Approval of the requested variances to minimum required lot area and minimum interior side setback for the existing dwelling with the following condition:

- 1) Gutters shall be installed on the existing and proposed single-family dwellings to divert runoff from adjoining properties.
- 2) The accessory structure be demolished or indicated to be demolished prior to the final plat.

**Vote Results ( Approved )**

Motion: Travis Coles

Second: Stephen Plunk

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

[14. 1402 Stiles Ave. | MAP Amendment | rezone from BL to BN | 25-002835-ZA](#)

🔗 [1402 STILES AVE APPLICATION-ZA.pdf](#)

🔗 [SUPPLEMENTAL INFORMATION 1402 STILES AVE.pdf](#)

🔗 [Staff Report.pdf](#)

🔗 [Patel - Rezoning for 1402 Stiles Avenue.pdf](#)

**Motion**

The Planning Commission continued item to the July 15, 2025, meeting agenda.

**Vote Results ( Approved )**

Motion: Amanda Wilson

Second: Jeff Notrica

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

Karen Jarrett	- Aye
Dwayne Stephens	- Aye
Jeff Notrica	- Aye
Laureen Boles	- Aye
Stephen Plunk	- Aye
Jay Melder	- Aye
Michael Kaigler	- Aye
Traci Amick	- Aye
Amanda Wilson	- Aye

15. 312 East 38th St | FLUM Amendment | from Traditional Neighborhood to Traditional Commercial | 25-002529-ZA

- 🔗 [ATTACHMENTS TO THE APPLICATION.pdf](#)
- 🔗 [312 E 38 ST\\_25-002529-ZA-FLUM\\_APPLICATION.pdf](#)
- 🔗 [public comment V. Mobley.pdf](#)
- 🔗 [public comment J. Combs.pdf](#)
- 🔗 [Staff Report\\_.pdf](#)

**Motion**

Approval of the request to amend the FLUM from a designation of Commercial-Regional to Residential General.

**Vote Results ( Approved )**

Motion: Travis Coles

Second: Joseph Ervin

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

16. 312 East 38th St. | MAP Amendment | rezone from TN-2 to TC-1 | 25-002528-ZA

- 🔗 [312 E 38 ST\\_25-002528-ZA-MAP\\_APPLICATION.pdf](#)

🔗 [ATTACHMENTS TO THE APPLICATION.pdf](#)

🔗 [Staff Report\\_.pdf](#)

🔗 [public comment V. Mobley.pdf](#)

🔗 [public comment J. Combs.pdf](#)

### **Motion**

Approval of the request to rezone the subject property to TC-1.

### **Vote Results ( Approved )**

Motion: Travis Coles

Second: Joseph Ervin

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