



Planning & Urban Design
20 Interchange Drive, Administration Bldg.
Savannah, GA, 31415
Phone: 912.525.2783/Fax: 912.525.1562
www.savannahga.gov/planning



BY:
Zoning Board of Appeals
Application

110 E State St, Savannah, GA, 31401
P.O. Box 8246, Savannah, GA, 31412-8246
Phone: 912.651.1440 / Fax: 912.651.1480
www.thempc.org

Please type or print legibly. Attach additional sheets, if necessary, to fully answer any of the following sections. Incomplete applications shall not be scheduled by the Metropolitan Planning Commission (MPC) until deficiencies are corrected. Additional instructions and information regarding the amendment process are attached. **SUBMIT AN ELECTRONIC COMPLETED APPLICATION AND SUPPLEMENTAL DOCUMENTATION TO PLANNING@SAVANNAHGA.GOV.**

Applicants shall contact the MPC staff at 912.651.1440 prior to submitting an application.

I. **Subject Property** 1406 and
Street Address(es): 1408 West Gwinnett ST.
Property Identification Number(s) (PINs) (Note: Attach a boundary survey, recorded or proposed plat, tax map or scaled plot plan to identify the property boundary lines.): 20050 06003
Total acreage or SF of the subject property: 0.10
Zoning District(s): B-N- Neighborhood Business
Existing land use(s) for the subject property (e.g., undeveloped, restaurant, auto repair shop, multi-family):
auto repair shop previously. Currently both buildings are vacant.

II. **Reason for Variance** (Check all that apply and attach a response and supporting documentation for each item checked).

☒ **A. REQUEST A VARIANCE (Sec. 3.21).** The application must be submitted to provide an opportunity for the ZBA to grant variances only from the building standards for permitted uses in the base zoning districts (not to include density or vehicular access) in Article 5.0, Base Zoning Districts; variable standards in Article 9.0, General Site Standards; and variable standards in Article 10.0, Natural Resource Standards. Refer to Page 6 for plot plan criteria and explain specifics of request (e.g., To request a 5 foot reduction of the 25 foot rear yard setback). **Describe the variance requested:** SEE ATTACHMENT

☐ **B. APPEALS (Sec. 3.23).** An appeal by any aggrieved party may be taken to the ZBA when an alleged error in a final written decision of any administrator, commission or board authorized to make a final written decision occurs. An application must be filed within thirty (30) working days of a final written decision. It will be considered filed when a complete notice of appeal is submitted to planning@savannahga.gov. **Provide an explanation specifying the grounds for the appeal with the ZBA and the administrator, commission or board whose decision is being appealed:**

☒ **C. RELIEF FOR NONCONFORMING USES AND STRUCTURES (Sec. 3.24).** An application must be submitted to request a re-establishment, expansion, or reconstruction of a nonconforming use. **Indicate the type of non-conformity and relief sought.** SEE ATTACHMENT

☐ **D. REQUEST AN EXTENSION OF A ZBA APPROVAL.** If a ZBA decision needs to be extended, an application must be submitted. Date of ZBA Approval: _____ File No.: _____

III. Application History.

- Have any previous applications been made regarding the subject property?
☐ Yes ☒ No If yes, please provide the file number(s): _____
- Is this request related to another review, such as a Certificate of Appropriateness (COA), Subdivision, Site Development Permit or Plan, Master Plan, Business Location Approval, Rezoning, or Text Amendment? If so, please provide the Plan/Permit # Subdivision Permit 25-11189-BC and associated Staff Report/Decision. Permit 25-09869-BA - 25-09868-BR

IV. Property Owner Information

Name(s): Alphonse Irving

Registered Agent: _____
(Or Officer or Authorized Signatory, if Property Owner is not an individual. Provide GA Annual Registration.)

Address: 125 Pickett Fence Lane

City, State, Zip: Pouder GA 31322

Telephone: _____ Fax: _____

E-mail address: _____

V. Petitioner Information, if different from Property Owner (Note: 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. If the agent changes after submitting the application and the agent is not the property owner, a new authorization form will be required.)

Name(s): _____

Registered Agent: _____
(Or Officer or Authorized Signatory, if Petitioner is not an individual)

Address: _____

City, State, Zip: _____

Telephone: _____ Fax: _____

E-mail address: _____

VI. Agent, if different from Petitioner or Property Owner (Note: A signed, notarized Letter of Authorization from the property owner is required and must be attached if this section applies. If the agent changes after submitting the application and the agent is not the property owner, a new authorization form will be required. Please refer to VIII. Letter of Authorization.)

Name(s): _____

Firm or Agency: _____

Address: _____

City, State, Zip: _____

Telephone: _____ Fax: _____

E-mail address: _____

VII. Application Fee:

The non-refundable filing fee is based on the type of use for which relief is requested. Make check payable to City of Savannah.

- ☐ Residential: \$620.00
☒ Non-residential: \$1,300.00

VIII. Letter of Authorization

As fee simple owner of the subject property that is identified as Property Identification Number(s) (PIN)

_____, 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.

Property Owner(s)

Name(s): _____

Registered Agent: _____
(Or Officer or Authorized Signatory, if Property owner is not an individual)

Signature(s)

Date

Witness Signature Certificate

State of Georgia

County of _____

Signed or attested before me on _____ by _____
Date (Printed name(s) of individual(s) signing document)

who proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

____ Personally Known or ____ Produced Identification Type of ID _____

Signature of Notary Public

(Name of notary, typed, stamped or printed)
Notary Public State of Georgia

My commission expires: _____

IX. Application Checklist

Pursuant to O.C.G.A. § 8-2-26, this checklist must be completed and submitted with each application. Please check every item as either "Y" for items that are included with the application or "N" for items that are not included with the application. Items without an "N" checkbox are minimum requirements initially due with the application if applicable.

Yes No

- ☒ Part I. Subject Property
- ☒ Part II. Reason for Variance
- ☒ Part III. Application History
- ☒ Part IV. Property Owner Information
- ☒ ☐ Part V. Petitioner Information
- ☐ ☒ Part VI. Agent
- ☒ Part VII. Application Fee
- ☐ ☒ Part VIII. Letter of Authorization
- ☒ Part IX. Complete Application Checklist
- ☒ Part X. Certified Application (Signed application)
- ☐ ☒ A scaled dimensioned map, plat or sketch of the subject property referred to in the application
- ☒ ☐ Concept Plan of the proposed development if applicable

Please note: Supplemental information may be required during plan review to address deficiencies.

X. Certified Application

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. I understand that the approval of an application for Special Use Permit by The Mayor and Aldermen does not constitute a waiver from any applicable local, state, or federal regulations.

Applicant Name: Alphonso Irving Alphonso Irving 3-11-2026
Print Signature Date

Contacts

Planning & Urban Design: 20 Interchange Drive, Administration Building
Savannah, GA, 31415
P.O. Box 1027, Savannah, GA, 31402 (Phone: 912.525.2783)

The Planning Commission: 110 E State St, Savannah, GA, 31401 (Located at the State Street Garage)
P.O. Box 8246, Savannah, GA, 31412 (Phone: 912.651.1440)

RETAIN THIS PAGE

Instructions

1. Applicants shall contact the Secretary to the Zoning Board of Appeals (ZBA) at the MPC, 110 E State St, prior to submitting an application. Call the MPC at 912.651.1440.
2. The application form must be complete according to Sec. 3.1.4 including the appropriate fee and all required supplemental materials before it will be processed and scheduled for a hearing. Failure to submit a completed application will delay placement on an agenda. If the property has been purchased within the last 12 months, please provide a copy of the Deed.
3. All applications must be submitted electronically to planning@savannahga.gov. If the document size is larger than 20 MB, please contact 912-525-2783.
4. A plot plan must be provided when a dimensional variance or use permit is requested. Plot plan criteria are listed below.
5. Supporting documents, such as the written decision that is being appealed (and specifics on why the decision is in error), or the associated COA Staff Report/Decision, Subdivision Staff Report/Decision, Site Permit Staff Report, and City Manager Decision must be provided. If Property Owner/Petitioner is not an individual, provide the Georgia Annual Registration.
6. A schedule of the application deadlines as well as the Planning Commission and City Council meetings dates are part of this application.

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

1. Once an application submittal is determined to be complete according to Sec. 3.1.4, the MPC will schedule the petition for the next posted ZBA hearing date.
2. The MPC will notify the Petitioner of the public hearing date and time as well as publish a public notification in the newspaper.
3. The Petitioner will receive notification to obtain a Public Notice Sign(s) announcing the petition from the City's Planning & Urban Design Office located at 20 Interchange Drive, Administration Building. The Petitioner must post the sign(s) at least **15 DAYS PRIOR TO THE ZBA MEETING** according to Sec. 3.2.6. If the signs are not posted at least 15 days prior to the meeting, the petition shall be rescheduled. Note, sign(s) may have to be posted for 30 DAYS based on Sec. 3.2.5.c.1.
4. The Petitioner is responsible for removing the sign(s) within 10 days of the ZBA decision.
5. The ZBA agenda, which includes the staff report, will be posted on www.thempc.org no later than 48 hours before the scheduled meeting.
6. The ZBA hearing will be held in the Arthur A. Mendonsa Hearing Room at the MPC, 112 E State Street doorway.
7. Digital presentations must be provided to the Secretary to the ZBA at least two days prior to the hearing. To ensure the protection of its network, the MPC does not allow Petitioners to use thumb drives on its computers. Copies of any materials used to support your petition must be submitted for the record at the time of the hearing. The Petitioner shall provide a sufficient number of copies for the Board and Board secretary.
8. Requests to withdraw, defer or continue a petition is outlined in Sec. 3.1.7.b.
9. A written notice of the ZBA decision will be sent to the Petitioner by the MPC following the meeting.
10. Building permits and approvals will be released upon receipt by the City of the ZBA decision.
11. A variance requiring a building permit shall expire after twelve (12) months from the date of approval if no building permit is issued. If a building permit is issued and expires under the terms of this Ordinance, the variance requiring the building permit shall also become null and void at the same time the building permit expires.
12. An appeal of the final written decision of the ZBA may be taken by filing a petition for certiorari with the Chatham County Superior Court within 30 days of the final action.

Plot Plan Criteria (If you are applying for a dimensional variance or special use approval, a plot plan of the subject property must be submitted with this application. The plot plan must include the below information.)

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

The Petitioner will receive notification to obtain and post the Public Notice Sign(s) from the City's Planning & Urban Design Office at least **15 DAYS PRIOR TO THE ZONING BOARD OF APPEALS MEETING.**

Variance Explanation Attachment (Parts A and C)

Property: 1406–1408 W. Gwinnett Street

Applicant: Alphonso Irving

Meeting Requested: April 23 Zoning Board of Appeals

Part A – Parking Reduction Variance (Restaurant Use)

The applicant respectfully requests a variance from the off-street parking requirements to allow the establishment of a small walk-up style restaurant within the existing commercial structure located at 1408 W. Gwinnett Street.

Under the current zoning ordinance, the proposed restaurant use requires fifteen (15) off-street parking spaces. Due to the size and configuration of the lot, providing the required number of parking spaces is physically impractical without demolishing the existing structure or eliminating the residential use of the property.

The property is located along the West Gwinnett Street corridor, an area historically characterized by small neighborhood commercial uses and pedestrian activity. Many properties along this corridor operate without dedicated parking lots due to the urban nature of the development pattern.

Although a small concrete pad exists in front of the commercial building, it does not meet the current City design standards required to qualify as a compliant parking area and therefore cannot be counted toward the zoning parking requirement.

Because of these unique physical constraints of the property, the applicant respectfully requests a reduction of the required parking from fifteen (15) spaces to zero (0) spaces in order to allow the reasonable use and adaptive reuse of the existing commercial building.

Granting this variance would allow the continued productive use of the property while preserving the existing structure and supporting neighborhood-scale economic activity.

Part C – Re-Establishment of Nonconforming Duplex

The applicant also respectfully requests approval to re-establish a lawful nonconforming duplex use on the residential portion of the property located at 1406 W. Gwinnett Street.

The structure historically operated as a two-family residential duplex, a use that was lawfully established prior to the current zoning regulations that prohibit two-family dwellings in the B-N zoning district.

Although the structure has been vacant for several years, the property was not abandoned as a matter of intent. The duplex structure itself remains intact and capable of rehabilitation.

The applicant purchased the property on October 1, 2025 with the intent to renovate and restore the existing duplex, which was found to be in severe disrepair due to extensive termite damage and structural deterioration.

During renovation, it became necessary to exceed the initial scope of work in order to address substantial structural damage, including roof repair, replacement of deteriorated subflooring, and other structural repairs caused by termite infestation. These repairs were necessary to preserve the existing structure rather than demolish it.

The applicant respectfully requests approval to re-establish the duplex use so that the property may return to its historical residential configuration and provide additional housing within the neighborhood.

Granting this request will preserve an existing residential structure, restore housing to the area, and return the property to a historically established use.

114 North Commerce Street
Hinesville, Georgia 31313
(912) 368-5664



302 South Zetterower Avenue
Statesboro, Georgia 30458
(912) 335-1046

March 4, 2026

John Anagnost
Planning Manager
Development Services Department
20 Interchange Drive,
Savannah, GA 31415

Re: 1408 W Gwinnett Street
Lot 7 & 8 Morrison Ward Block 2, 2 G.M. District,
City Of Savannah, Chatham County, Georgia
TAX PARCEL: 20050 06003

Dear: Mr. Anagnost

This letter is to inform you that our firm has been authorized by the property owner to proceed with the preparation and processing of a minor subdivision for the referenced property. We are currently in the process of preparing the subdivision plat.

We will ensure that all required documentation, plats, and supporting materials are submitted in accordance with applicable local regulations and ordinances.

Should you have any questions, comments, or require additional information, please do not hesitate to contact our office.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Joseph J. Stuckey, III', is written over the printed name.

Joseph J. Stuckey, III

CC: Alphonso Irving (oneuphomebuilders@gmail.com)