



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

26-004208-ZBA



## 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](http://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](mailto:PLANNING@SAVANNAHGA.GOV).** Applicants shall contact the MPC staff at 912.651.1440 prior to submitting an application.

### I. Subject Property

Street Address(es): 2304 Waters Avenue

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.): 20063 24002

Total acreage or SF of the subject property: 0.034

Zoning District(s): TC-1

Existing land use(s) for the subject property (e.g., undeveloped, restaurant, auto repair shop, multi-family): \_\_\_\_\_

Vacant building- originally retail, later a church

### 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:** Variance from the required 5 parking spaces to allow a restaurant use (please see attached)

- ☐ **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](mailto: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.** \_\_\_\_\_

- ☐ **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 # \_\_\_\_\_ and associated Staff Report/Decision.

**IV. Property Owner Information**

Name(s): Juliana Martin

Registered Agent: \_\_\_\_\_

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

Address: \_\_\_\_\_

City, State, Zip: BROOKLET GA 30415

Telephone: \_\_\_\_\_

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): Heath Shelton

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): Ellen I. Harris

Firm or Agency: Ethos Preservation

Address: \_\_\_\_\_

City, State, Zip: Savannah, GA 31405

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) 20063 24002, I (we) authorize Ellen Harris (Agent Name) of Ethos Preservation (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): Juliana Martin

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

Juliana Martin

8/13/2026

Signature(s)

Date

**Witness Signature Certificate**

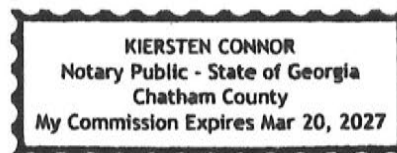
State of Georgia

County of Chatham

Signed or attested before me on 8/14/2026 by Kiersten Connor  
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]  
Signature of Notary Public

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

My commission expires: March 20, 2027

### 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: Ellen I. Harris  
Print

  
Signature

8/13/2026  
Date

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### 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)

The petitioner is requesting a variance from the five required spaces in order to use the building for a restaurant. The building was most recently used by Open Hand Deliverance Church. The Zoning Administrator determined that five parking spaces would be required for use as a restaurant. The existing building is built lot line to lot line, and there is no room for on-site parking.

## **Criteria for Approval**

### **General Consistency**

The variance shall be consistent with the intent of this Ordinance and the Comprehensive Plan, and shall not be injurious to the neighborhood or otherwise detrimental to the public health, safety or welfare.

*The criterion is met. The variance is consistent with the Ordinance and the Comprehensive Plan and is not injurious to the neighborhood. By granting the variance, it allows for the redevelopment of the property and re-use of the building.*

### **Special Conditions**

i.

Special conditions and/or circumstances exist which are peculiar to the land, buildings or structures involved and which are not applicable to other lands, buildings or structures in the same zoning district.

*The special condition is that the property has already been developed and the building has 100% lot coverage which is typical along the Waters Avenue corridor.*

The special conditions and/or circumstances do not result from the actions of the applicant.

*The special condition is not the result of the applicant. The building was constructed in 1945.*

The special conditions and/or circumstances are not purely financial in nature so as to allow the applicant to use the land, buildings or structures involved more profitably or to save money.

*The special condition is not financial in nature and does not allow the applicant to save money.*

### **Literal Interpretation**

Literal interpretation of the provisions of the regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the Ordinance and would result in unnecessary and undue hardship on the applicant.

*Literal interpretation would deprive the applicant of rights enjoyed by other property owners. There are many buildings on Waters Avenue which do not have off-street parking.*

**Minimum Variance**

The variance, if granted, is the minimum variance necessary to make possible the reasonable use of land, buildings or structures.

*The variance is the minimum variance necessary to make reasonable use of the building.*

**Special Privilege Not Granted**

The variance would not confer on the applicant any special privilege that is denied by this Ordinance to other lands, buildings or structures in the same zoning district.

*The variance would not confer any special privilege to the applicant that is denied to others. There are other properties along Waters Avenue with no off-street parking.*

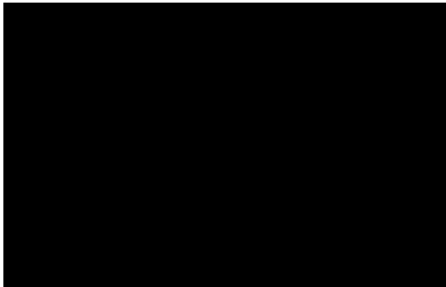
**From:** [John Anagnost](#)  
**To:** [Ellen Harris](#)  
**Cc:** [Heath Shelton](#)  
**Subject:** RE: [Caution - External Email] Fwd: 2304 Waters Avenue  
**Date:** Monday, August 10, 2026 10:55:00 AM  
**Attachments:** [image001.png](#)

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Hi Ellen,

Yes, the parking requirement for the church would have been 8 spaces, which is more than the 5 spaces required for the original retail use. The total parking requirement for a restaurant can be reduced from 13 spaces to 5 spaces. The required variance would be for 5 spaces.

Best,  
John



**From:** Ellen Harris <[REDACTED]>  
**Sent:** Friday, August 7, 2026 2:38 PM  
**To:** John Anagnost <[REDACTED]>  
**Cc:** Heath Shelton <[REDACTED]>  
**Subject:** [Caution - External Email] Fwd: 2304 Waters Avenue

Hi John,

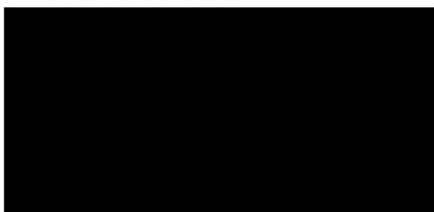
The current owner, who bought the property from the church and still has some of the pews, drew this seating plan sketch. Does this reduce the number of parking spaces we would need to request for a variance?

Thanks.

Ellen

Ellen I. Harris, LEED A.P., AICP

Principal  
Ethos Preservation



----- Forwarded message -----

From: **Anna Martin** <[REDACTED]>  
Date: Fri, Aug 7, 2026 at 2:21 PM  
Subject: 2304 Waters Avenue  
To: Ellen Ethos Consulting savannah Parking Variance 2304 Waters Avenue Heath  
[REDACTED]

Hello Ellen,

Here is a layout of the church seating and some pictures of the interior of 2304 Waters Avenue. Some of the church pews were given away or sold, but we still have about four remaining in storage elsewhere.

Open Hand Deliverance Church may have taken some of the pews with them when they moved down the street. It is possible that there was more seating available than we are unaware of.

I'll continue to look into other options for parking in the area through purchasing land or leasing. Feel free to text anytime, for any reason. Weekends are good as well.

Thanks so much and please let me know what I can do to help.

Stay healthy and hydrated,

Anna Martin

[REDACTED]  
[REDACTED]

Property Manager of

[REDACTED]  
Ecologically minded apartments and rooms in Syracuse, New York

Sweet Fruition Farm

Brooklet, Georgia

BS Environmental Policy and Management

MPS Environmental Communications and Participatory Processes

State University of New York College of Environmental Science and Forestry

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2304 Waters Avenue

5 Space Parking Variance Request

