



Savannah Historic District Board of Review

Arthur A. Mendonsa Hearing Room
March 14, 2018 1:00 P.M.
Meeting Minutes

MARCH 14, 2018 SAVANNAH HISTORIC DISTRICT BOARD OF REVIEW REGULAR MEETING

A Pre-Meeting will be held at 12:00 PM in the Jerry Surrency Conference Room, 112 East State Street. Items on the Agenda will be presented by Staff, as time permits, and the Board may ask questions. No testimony will be received and no votes will be taken.

Members Present:

Becky Lynch, Chair
Dwayne Stephens, Vice-Chair
David Altschiller
Debra Caldwell
Jennifer Deacon
Kevin Dodge
Kellie Fletcher
Nan Taylor

Members Absent:

Scott Cook
Mic Matson
Melissa Memory

MPC Staff Present:

Ellen Harris, Director of Urban Planning and Historic Preservation
Leah Michalak, Senior Historic Preservation Planner
Sara Farr-Newman, Historic Preservation Planner
Alyson Smith, Historic Preservation Planner
Mary E. Mitchell, Administrative Assistant

I. CALL TO ORDER AND WELCOME

[1. Call to Order and Welcome](#)

II. SIGN POSTING

III. CONSENT AGENDA

[2. C1 - Approve all Consent Agenda items](#)

Motion

Approve All Consent Agenda Items

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Debra Caldwell

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[3. C2 - Petition of Hansen Architects | 18-000305-COA | 124 West Gaston Street | New Construction Carriage House: Part II, Design Details](#)

- 📎 [18-000305-COA Staff Recommendation.pdf](#)
- 📎 [Submittal Packet - Photographs and Drawings.pdf](#)
- 📎 [Submittal Packet - Specifications.pdf](#)
- 📎 [Chatham Ward Map.pdf](#)
- 📎 [Context - Sanborn Maps.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for New Construction: Part II, Design Details for a two-story carriage house at the rear of the property located at 124 West Gaston Street with the following conditions because the proposed work is otherwise visually compatible and meets the standards:

- 1.Ensure that the parapet has a string course.
- 2.If, during construction, the roof-mounted HVAC unit is visible that it be screened from view of all streets and lanes and a screening detail be submitted to staff for review and approval.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Debra Caldwell

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[4. C3 - Petition of Snipes Properties | 18-000693-COA | 537 East Congress Street | Alterations](#)

[18-000693-COA Staff Recommendation.pdf](#)

[Context - Sanborn Maps.pdf](#)

[Submittal Packet.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for rehabilitation of the building located at 537 East Congress Street with the following conditions because the proposed work is otherwise visually compatible and meets the standards:

- 1.Ensure that doors and windows are inset not less than three inches from the façade of the building.
- 2.Ensure that the column capital extends outward of the architrave.
- 3.Ensure that the 2x2 balusters are spaced nor more than 4 inches apart.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Debra Caldwell

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[5. C4 - Petition of Hansen Architects | 18-000793-COA | 220 East Bryan Street | Demolition](#)

[Submittal Packet.pdf](#)

[MPC Policy- Documenting Prior to Demolition.pdf](#)

[Staff Recommendation.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for the demolition of 220 East Bryan Street because the building is non-contributing, less than 50 years old, and not of “Exceptional Significance,” with the following conditions:

- 1.The building is documented per the MPC’s Documentation Policy (attached); and
- 2.A building permit for the demolition is not issued until the new construction has received approval from the HDBR.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Debra Caldwell	
Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[6. C5 - Petition of Andrew Wilford | 18-000899-COA | 519-521 East Perry Street | Fences](#)

- [Staff Recommendation.pdf](#)
- [Site Pictures.pdf](#)
- [Final Submittal Package.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for the proposed fence at 519-521 East Perry Street, because the work meets the standards and is visually compatible.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Debra Caldwell

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Abstain

[7. C6 - Petition of Doug Bean Signs | 18-000902-COA | 115 East Congress Street | Signs](#)

- [Staff Recommendation.pdf](#)
- [Submittal Package.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for the proposed signs with the condition the traffic engineer approves the entrance and exit sign locations, because otherwise the work

meets the standards and is visually compatible.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Debra Caldwell

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[8. C7 - Petition of Jasper Design Services, LLC | 18-000916-COA | 519 East Gordon Street | New Construction, Part I: Height and Mass](#)

[18-000916-COA Staff Recommendation.pdf](#)

[Submittal Packet - Drawings.pdf](#)

[1916 Sanborn Map.pdf](#)

[Submittal Packet - Mass Model.pdf](#)

[Submittal Packet - Photographs.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for Part I, Height and Mass to add a second story dwelling to an existing one-story garage at the rear of the property located at 519 East Gordon Street with the following conditions to be submitted to the Board for review with Part II, Design Details because the proposed work is otherwise visually compatible and meets the standards:

- 1.Ensure that door frames and window sashes are inset no less than 3 inches from the face of the building.
- 2.Ensure that the railings do not exceed 36 inches high, that the baluster spacing does not exceed 4 inches, and add newel posts to the top and bottom of the stair railings.
- 3.Provide the HVAC unit and refuse storage locations; ensure that they are screened from the public rights-of-way.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Debra Caldwell

Debra Caldwell	- Aye
Jennifer Deacon	- Aye

Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[9. C8 - Petition of Greenline Architecture | 18-000922-COA | 14 East State Street | Facade Repairs and Cornice Replacement](#)

- 🔗 [18-000922-COA Staff Recommendation.pdf](#)
- 🔗 [Submittal Packet - Project Description.pdf](#)
- 🔗 [Submittal Packet - Photographs and Drawings.pdf](#)
- 🔗 [Submittal Packet - Materials and Specifications.pdf](#)
- 🔗 [Revised Submittal Packet - Metal Cornice.pdf](#)
- 🔗 [Historic Photographs.pdf](#)
- 🔗 [Sanborn Maps.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for façade repairs and to install a cornice at the top of the building for the property located at 14 East State Street with the following conditions because the proposed work is otherwise visually compatible and meets the standards:

1. Provide a 4-by-4 test patch for staff’s review and approval prior to the full execution of the work.
2. Submit drawings, colors, and other details of the metal cornice reconstruction to staff for final review and approval.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Debra Caldwell

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[10. C9 - Petition of City of Savannah |18-001061-COA | 132 East Broughton Street | Information Kiosk](#)

- 🔗 [Staff Recommendation.pdf](#)

[📎 Submittal Package.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for the proposed informational kiosks with the condition the final color is provided for staff approval, because otherwise the work is visually compatible.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Debra Caldwell

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[11. C10 - Petition of City of Savannah | 18-001063-COA | 426 East Bay Street | Fence](#)

[📎 Staff Recommendation.pdf](#)

[📎 Submittal Package.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for the proposed fence with the condition the base material specifications are provided for staff approval, because otherwise the works meets the standards and is visually compatible.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Debra Caldwell

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

IV. ADOPTION OF THE AGENDA

12. Adopt the March 14, 2018 Agenda

Motion

The Savannah Historic District Board of Review does hereby adopt the March 14, 2018 Agenda

Vote Results (Approved)

Motion: Kellie Fletcher

Second: Debra Caldwell

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

V. APPROVAL OF MINUTES

13. Approve February 14, 2018 Briefing Minutes and Regular Meeting Minutes

[02-14-2018 Minutes.pdf](#)

[February 14, 2018 HBR Briefing Minutes.docx](#)

Motion

The Savannah Historic District board of Review does hereby approve February 14, 2018 Briefing Minutes and Regular Meeting Minutes.

Vote Results (Approved)

Motion: David Altschiller

Second: Nan Taylor

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

VI. ITEM(S) REQUESTED TO BE REMOVED FROM THE FINAL AGENDA

VII. CONTINUED AGENDA

[14. Continue All Items to Next Regular Meeting](#)

Motion

The Savannah Historic District Board of Review does here continue All Items to Next Regular Meeting

Vote Results (Approved)

Motion: Debra Caldwell

Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[15. Petition of Signs By James LLC | 18-000265-COA | 414 West Broughton Street | Sign](#)

Motion

The Savannah Historic District Board of Review does hereby continue the petition as requested.

Vote Results (Approved)

Motion: Debra Caldwell

Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[16. Petition of Gunn Meyerhoff Shay | 15-001384-COA | 600 East Bay Street | New Construction: Part II, Design Details](#)

Motion

The Savannah Historic District Board of Review does hereby continue the petition as requested.

Vote Results (Approved)

Motion: Debra Caldwell

Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[17. Petition of Gunn Meyerhoff Shay | 16-006847-COA | 405 Martin Luther King Jr. Blvd. | New Construction Part I: Height and Mass](#)

Motion

The Savannah Historic District Board of Review does hereby continue the petition as requested.

Vote Results (Approved)

Motion: Debra Caldwell

Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[18. Petition of Gunn Meyerhoff Shay | 16-006851-COA | 620 East River Street \(Hilton Hotel\) | New Construction Part II: Design Details](#)

Motion

The Savannah Historic District Board of Review does hereby continue the petition as requested.

Vote Results (Approved)

Motion: Debra Caldwell

Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[19. Petition of Gunn, Meyerhoff, Shay | 17-002122-COA | 620 East River Street \(Hotel Anne\) | New Construction Part 1: Height and Mass](#)

Motion

The Savannah Historic District Board of Review does hereby continue the petition as requested.

Vote Results (Approved)

Motion: Debra Caldwell
Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[20. Petition of Greenline Architecture | 17-002904-COA | 63 Martin Luther King Jr. Blvd. | New Construction Part I: Height and Mass](#)

Motion

The Savannah Historic District Board of Review does hereby continue the petition as requested.

Vote Results (Approved)

Motion: Debra Caldwell
Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye

Becky Lynch	- Aye
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[21. Petition of Gunn Meyerhoff Shay Architects | 17-003634-COA | 300 and 326 West Bay Street | New Construction Hotel: Part I, Height and Mass](#)

Motion	
The Savannah Historic District Board of Review does hereby continue the petition as requested.	
Vote Results (Approved)	
Motion: Debra Caldwell	
Second: Jennifer Deacon	
Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[22. Petition of Studio Architects | 17-005582-COA | 601 Indian Street | New Construction Part II: Design Details](#)

Motion	
The Savannah Historic District Board of Review does hereby continue the petition as requested.	
Vote Results (Approved)	
Motion: Debra Caldwell	
Second: Jennifer Deacon	
Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present

David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[23. Petition of General Services Administration | 17-006639-COA | 120 and 124 Barnard Street | New Construction Part 1: Height and Mass](#)

Motion

The Savannah Historic District Board of Review does hereby continue the petition as requested.

Vote Results (Voting)

Motion: Debra Caldwell

Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Not Voted
Kevin Dodge	- Aye

[24. Petition of CED Architecture | 17-007046-COA | Berrien and Purse Streets | New Construction Part II: Design Details](#)

Motion

The Savannah Historic District Board of Review does hereby continue the petition as requested.

Vote Results (Approved)

Motion: Debra Caldwell

Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

VIII. REGULAR AGENDA

[25. D1 - Petition of Whitfield Signs | 17-006556-COA | 412 Williamson Street | Signs](#)

📎 [Staff Recommendation.pdf](#)

📎 [Submittal Package.pdf](#)

📎 [Rendering.pdf](#)

Attorney Rusty Ross was present on behalf of the petition.

Ms. Sara Farr-Newman gave the staff report. The petitioner is requesting approval for signage at 412 Williamson Street. The building has frontage on Williamson Street, River Street, and Martin Luther King Jr. Blvd. The proposed signs include the following:

Principal use signs (4 and 6): The two proposed principal use signs are proposed to be rectangular fascia signs that read "The Alida." The signs are proposed to be 40 square feet. Sign 1: A supplemental identification sign located above the main entrance with the business name. Signs 2, 3, and 5: Awning signs constructed on individual aluminum letters with a black powder coating. Sign 7: A principal use fascia sign for a restaurant. The sign is proposed to be located on the rotunda at River and Williamson Streets and made of individual black letters. Sign 8: A projecting principal use sign for a restaurant located adjacent to the entrance at River Street. The sign is internally illuminated with a white background and black lettering reading "Diner."

Ms. Farr-Newman explained that the applicant is also requesting variances to allow for larger principal use signage and supplemental ID signage.

Ms. Farr-Newman reported that staff recommends approval of the proposed principal use and supplemental ID sign with the following conditions to be provided for staff approval:

1. The hotel principal use signs are reduced to 30 square feet each;
2. The supplemental ID sign is reduced to 3 square feet;
3. The frontage for the Diner is provided to ensure the size standards are met; Because otherwise the signs meet the standards and are visually compatible.

Ms. Farr-Newman additionally reported that staff recommends denial to the ZBA for a variance for larger principal use signs and a larger supplemental ID sign, because the variance criteria are not met.

PETITIONER COMMENTS

Attorney Ross thanked the staff for working with them on the signs issue. They have a building that is a big mass and the signage is encumbered by the building. The Bohemian sign is supposed to be 2' x 15'. He was not sure that the size of this sign is correct, but they are only asking for just one foot wider and actually 2' comes out shorter when the math is done as it comes to 40 square feet rather than 30 square feet. Attorney Ross said they realize they will have to go to ZBA and argue their case. However, he believes it is appropriate given the circumstances. There are eight signs on this building. There are no outlandish neon signs or colors that would be offensive. Basically, all the signs are black and white. He explained the location where two signs will be placed.

Mr. Ross stated that he believes they do meet some of the criteria for the variance. They will be sharing River Street with Plant Riverside. The size, scope, and scale of the signs that they can have versus what they have are dramatically different. They are not asking for any special privileges. Attorney Ross asked that the Board approve the staff's recommendation, but they disagree with the condition that staff has put on the principal use and supplemental ID sign. They are respectfully requesting that the Board recommend approval to ZBA for the larger signs.

PUBLIC COMMENTS

None.

BOARD DISCUSSION

The Board's discussion was centered around the signs. They heard the petitioner's argument regarding their belief that they met some of the variance criteria, but they did not find that the variance criteria were met. Therefore, they were in agreement with the staff recommendation.

Motion

The Savannah Historic District Board of Review does hereby approve the petition for the proposed principal use and supplemental ID sign with the following conditions to be provided for staff approval:

- 1.The hotel principal use signs are reduced to 30 square feet each;
- 2.The supplemental ID sign is reduced to 3 square feet;
- 3.The frontage for the Diner is provided to ensure the size standards are met;

Because otherwise the signs meet the standards and are visually compatible.

Recommend denial to the ZBA for a variance for larger principal use signs and a larger supplemental ID sign, because the variance criteria are not met.

Vote Results (Approved)

Motion: Nan Taylor

Second: Kellie Fletcher

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[26. D2 - Petition of Dawn Jones | 18-000860-COA | 520 East Gwinnett Street | New Construction Part I: Height and Mass](#)

[📎 Submittal Packet.pdf](#)

[📎 Context Photos.pdf](#)

[📎 Aerial View.pdf](#)

[📎 Mercer Ward.pdf](#)

[📎 Historic Context - Sanborn Maps.pdf](#)

[📎 Staff Recommendation.pdf](#)

Ms. Dawn C. Jones was present on behalf of the petition.

Ms. Alyson Smith gave the staff report. The petitioner is requesting approval for new construction, Part 1: Height and Mass, of a two-story, single family building at the vacant lot located at 520 East Gwinnett Street. The residence will orient south towards East Gwinnett Street. The building will feature front and rear covered stoops. The property does not have access to a lane. The building's front façade will be the only elevation that will be fully visible from the public right-of-way.

Ms. Smith stated additionally that a variance from the residential second story height standard is also requested.

Ms. Smith reported that staff recommends approval of new construction, Part 1: Height and Mass, of a two-story, single family building at the vacant lot located at 520 East Gwinnett Street with the following conditions:

1. Align the face of the front stoop with the face of the adjacent stoop to the west;
2. Provide additional information regarding the location of electrical and meter boxes;
3. Ensure that the front portico's column capitals extend outward of the porch architrave and the distance between balusters does not exceed four inches;
4. Obtain an encroachment permit from the City for the front stoop;
5. Ensure that a parking variance is obtained from the Zoning Board of Appeals for the absence of the required off-street parking space;

Because otherwise the work is visually compatible and meets the design standards.

Ms. Smith reported additionally that staff recommends approval of the second story height variance to the Zoning Board of Appeals, because the variance criteria are met.

PETITIONER COMMENTS

Ms. Jones stated that the staff was very helpful with getting her to this point. She appreciates the assistance with aligning her house with the rest of the houses on the block. She is in agreement with all of the staff's conditions. Ms. Jones said her architect was unable to attend today's meeting, but she believes there was concern about the height. She said the height fits somewhere between the two adjacent buildings. She was wondering if this would be looked upon as a variance.

Ms. Lynch explained that generally the exterior expression of the second story needs to be ten feet according to the ordinance. But, with a building such as this, there is a little grey area as to where the first story starts.

Ms. Smith stated that staff felt the standard was not met and this is why the variance is required at that point, but they do feel that the variance criteria has been met and that it is visually compatible. Therefore, staff recommends approval of the variance.

PUBLIC COMMENTS

Mr. Rob Richter said the address on the left is 518A East Gwinnett Street and downstairs the address is 518B East Gwinnett Street. The adjacent door upstairs is 520A and 520B East Gwinnett Street. Mr. Richter pointed out the location of 522 and 522 1/2 East Gwinnett Street. He has the property survey of this entire area. There has been talk about attaching the fences. He asked if gates will be here to allow the power company access to the electrical meters.

Ms. Lynch informed Mr. Richter that the Review Board does not have purview over the addresses. She told him that when Ms. Jones apply for her permit, this will be handled then.

Mr. Richter said he has found that it is better to work this out in the beginning instead of waiting until the end to do so, but he will get with Ms. Jones on this aspect.

Ms. Jones, in response to public comments, said she had a survey conducted of her property. She is concerned about the address. There are several accesses here. A parking lot is here where easy access is available behind these properties.

Ms. Lynch explained that access to properties also is not a part of the Review Board purview, but anything that goes beyond the property line would have to be agreed upon by the neighbors.

Motion

The Savannah Historic District Board of Review does hereby approve the petition for new construction, Part 1: Height and Mass, of a two-story, single family building at the vacant lot located at 520 East Gwinnett Street with the following conditions:

- 1.Align the face of the front stoop with the face of the adjacent stoop to the west;
- 2.Provide additional information regarding the location of electrical and meter boxes;
- 3.Ensure that the front portico's column capitals extend outward of the porch architrave and the distance between balusters does not exceed four inches;
- 4.Obtain an encroachment permit from the City for the front stoop;
- 5.Ensure that a parking variance is obtained from the Zoning Board of Appeals for the absence of the required off-street parking space;

Because otherwise the work is visually compatible and meets the design standards.

&;

Recommends approval of the second story height variance to the Zoning Board of Appeals, because the variance criteria are met.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[27. D3 - Petition of T-Mobile South LLC | 18-000861-COA | 15 East Liberty Street | Telecommunications Equipment](#)

[18-000861-COA Staff Recommendation.pdf](#)

[Staff Images.pdf](#)

[Alternate Location Staff Recommendation.pdf](#)

[Submittal Packet.pdf](#)

Mr. Richard Shirah was present on behalf of the petition.

Ms. Leah Michalak gave the staff report. The petitioner is requesting approval to add telecommunications equipment to the roof of the property located at 15 East Liberty Street, The DeSoto Savannah Hotel. Antennae are proposed at three (3) locations on the 16-story portion of the building; two

groups of antennae will be face-mounted to the north and south facades of the penthouse and the third group will be mounted to the western parapet at the edge of the building.

Ms. Michalak reported that staff recommends approval to add three groups of antennae to the property located at 15 East Liberty Street with the condition that the third group, on the western parapet wall of the roof, be redesigned to be located on the face of the western parapet.

PETITIONER COMMENTS

Mr. Shirah said they have three groups of antennae to be located on the 16-story portion of the building. They have tried to be sensitive to the building. This is a prominent hotel. They have located the antenna on the penthouse because it gives them the opportunity to get there. Between the penthouse wall and the hotel provides a small area to hang onto. They will be able to get in and do maintenance repair on the antenna. Mr. Shirah explained that the reason they submitted the west as they did is because this would give them visual height and would minimize the building to the west. He explained that with the antenna being on the wall of the hotel, there is a maintenance issue of bringing in a crane. Mr. Shirah said they are willing to accept the staff's report and recommendation with their condition, but he just wanted to bring the maintenance issue to the Board for their research. He entertained questions from the Board.

Mr. Dodge asked Mr. Shirah to explain further why he said a crane would be used during the maintenance of the antenna.

Mr. Shirah explained that on the rooftop, they would need to have a crane in order to reach the antenna. If they are pole mounted as proposed, then you would be able to simply come to the rooftop and take care of the maintenance. But if mounted on the side of the parapet, a crane would be needed.

PUBLIC COMMENTS

None.

BOARD DISCUSSION

The Board discussed the maintenance of the antenna on the side of parapet. They believed that a window washer type apparatus or some other means could be used in lieu of a crane. They were in agreement with staff recommendations.

Motion

The Savannah Historic District Board of Review does hereby approve the petition to add three groups of antennae to the property located at 15 East Liberty Street with the condition that the third group, on the western parapet wall of the roof, be redesigned to be located on the face of the western parapet.

Vote Results (Approved)

Motion: Debra Caldwell

Second: Dwayne Stephens

- | | |
|-----------------|---------------|
| Debra Caldwell | - Aye |
| Jennifer Deacon | - Aye |
| Kellie Fletcher | - Aye |
| Becky Lynch | - Abstain |
| Dwayne Stephens | - Aye |
| Melissa Memory | - Not Present |

David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[28. D4 - Petition of A. Thagne Schreyer | 18-000917-COA | 301 East Charlton Street | Alterations and Addition](#)

🔗 [Project Description.pdf](#)

🔗 [Submittal Package.pdf](#)

🔗 [Context - Sanborn Maps.pdf](#)

🔗 [Final Staff Recommendation.pdf](#)

Mr. A. Thagne Schreyer was present on behalf of the petition.

Ms. Sara Farr-Newman gave the staff report. The applicant is requesting approval for an addition and alterations at 301 East Charlton Street. The work includes an enclosed sun porch and open deck addition on the rear of the building. The existing rear wall of the building is proposed to be rebuilt and stuccoed to match the existing wall. Other work includes new roof, landscaping, and screening of existing mechanical equipment. Additionally, on the front façade of the house the existing stucco partition walls will be removed to show the original cast iron columns.

Ms. Farr-Newman reported that staff recommends to approve the proposed alterations and addition with the following conditions to be approved by staff:

1. Additional evidence is provided to clarify which portions of the rear wall are historic;
2. The railing height is reduced to 36 inches;
3. The porch is redesigned to address the following:
 - a. The large roof overhang;
 - b. Integrate more solids;

Because otherwise the work meets the standards and is visually compatible.

PETITIONER COMMENTS

Mr. Schreyer said the living space in this house is actually quite dark and dim. They want to open up the back portion and bring in as much light as possible and visually connect it with the courtyard. The overhang was precisely calculated to reflect as much light as possible into the building. The detailed proposal is to use roll steel with the exposed round-end parts. The idea of adding more solids to the rhythm will bring in as much light as possible and connect it visually in the back. The windows are grouped in 8 to 3 ratios. The guardrail system actually has three feet above the deck and is 36 inches from top to bottom. It over lapses the outside and is a part of the structural integrity of the deck to make it extremely thin.

PUBLIC COMMENTS

Mr. Daniel Carey of the Historic Savannah Foundation [HSF] complimented the petitioner. Mr. Carey supports the staff's recommendations. However, there needs to be continuous dialogue between staff and the petitioner. He believes that all the questions could be worked out. They are trying to satisfy the ordinance and, yet, be sensitive to the contemporary infill. Mr. Carey said the HSF is willing to work with the petitioner.

Mr. Schreyer, in response to the public comments, thanked everyone for their input.

BOARD DISCUSSION

The Board found the contemporary largely glass addition as well the contemporary design of the overall

alterations visually compatible; however they were not comfortable making a decision based on the information provided.

Mr. Schreyer requested that the petition be continued so they could address the concerns as well as provide additional design details include the spacing of the steel railing balusters, the large roof overhang, and the materials/connections for the addition.

Motion

The Savannah Historic District Board of Review does hereby continue the petition for the proposed addition and alterations at 301 East Charlton Street to address the following:

1. Provide addition design details including the structural details of the addition and the spacing of the baluster railings;
2. Reduce the overhang of the addition's roof
3. Provide additional evidence to clarify which portions of the rear wall are historic.

Vote Results (Approved)

Motion: Jennifer Deacon

Second: Dwayne Stephens

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[29. D5 - Petition of Cadman Designs | 18-000918-COA | 311 East Charlton Street | New Construction Carriage House: Part I, Height and Mass](#)

- 📎 [Staff Recommendation .pdf](#)
- 📎 [Submittal Packet.pdf](#)
- 📎 [Troup Ward.pdf](#)
- 📎 [Aerial View.pdf](#)
- 📎 [Historic Context - Sanborn Maps.pdf](#)
- 📎 [Context Photos - Contributing Carriage Houses.pdf](#)

Mr. Mark Cadman was present on behalf of the petition.

Ms. Alyson Smith gave the staff report. The petitioner is requesting approval for new construction, Part 1: Height and Mass, of a two-story carriage house at 311 East Charlton Street. The two-bay carriage house will orient south towards East Charlton Lane.

Ms. Smith reported that staff recommends approval of Part 1: Height and Mass for new construction of a

carriage house at 311 East Charlton Street with the following conditions:

- In preparation for Part II: Design Details, the CMU block proposed on the east elevation will need to be revised to match the rest of the proposed brick material;
- Provide additional information regarding roof coping with Part II;

Because otherwise the work is visually compatible and meets the standards.

PETITIONER COMMENTS

Mr. Cadman stated he was in agreement with the staff's recommendations.

PUBLIC COMMENTS

None.

BOARD DISCUSSION

The Board discussed that the design is good. They were in agreement with the staff's recommendation.

Motion

The Savannah Historic District Board of Review does hereby approve the petition for Part 1: Height and Mass for new construction of a carriage house at 311 East Charlton Street with the following conditions:

- In preparation for Part II: Design Details, the CMU block proposed on the east elevation will need to be revised to match the rest of the proposed brick material;
- Provide additional information regarding roof coping with Part II;

Because otherwise the work is visually compatible and meets the standards.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Kellie Fletcher

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[30. D6 - Petition of Hansen Architects | 18-000919-COA | 220 East Taylor Street | Alterations](#)

📎 [Staff Recommendation.pdf](#)

📎 [Specifications.pdf](#)

📎 [Drawings.pdf](#)

📎 [Building Image.pdf](#)

📎 [Context - Sanborn Maps.pdf](#)

Mr. Patrick Phelps was present on behalf of the petition.

Ms. Sara Farr-Newman gave the staff report. The applicant is requesting approval for alterations to 220 East Taylor Street. The work includes adding an additional window opening and installing a window that matches the existing window. An expansion of the rear uncovered deck is also proposed. The applicant is requesting a variance to allow an inset less than 3 inches on the new window.

Ms. Farr-Newman reported that staff recommends to Approve the proposed alterations with the following conditions to be provided for staff approval:

1. The window type is revised to one that meets the standards;
2. The window is inset a minimum of three inches;
3. A finish is provided for the deck if visible from the public right of way;

Because otherwise the work meets the standards and is visually compatible.

Ms. Farr-Newman additionally reported that staff recommends denial for the variance to allow a less than 3 inch inset for the window to the ZBA, because the variance criteria are not met.

PETITIONER COMMENTS

Mr. Phelps said they will match the style of the existing windows and the refinishes. He said pertaining to the window setbacks by ordinance compatibility, this is a non-historic structure and is on a non-primary façade on the lane side. He said at the time this was built, mistakes were probably made. But, they don't want to make a mistake by providing something that is contrary to the façade. Therefore, the compatibility is to try to make everything look consistent. He asked the Board to approve this based on the premise that the window to be installed matches the existing condition and will be compatibility with the existing building. Mr. Phelps said if this is not achievable, that the Board approve that the variance criteria is met based on the condition of general consistency.

PUBLIC COMMENTS

Mr. Daniel Carey of the Historic Savannah Foundation [HSF] said he believes that what they have here is three wrongs might make a "right." He understands and supports the petitioner's request. But, he suggests that the Zoning Board of Appeals [ZBA] make this decision as they are in a better position to do so. He understands the rationale and the staff's report; but, as he has said, the three wrongs may make this "right" based on consistency.

Mr. Phelps, in response to public comments, said he is in agreement with the ZBA making the ruling, but he believes the Board needs to make its determination before this goes to the ZBA.

BOARD DISCUSSION

The Board focused their discussion on the inset variance requested. The Board recommended approval of the variance to the ZBA as they found that two variance criteria were met: special conditions and general consistency. They found that in order to be visually compatible the windows needed to be inset the same distance.

Motion

The Savannah Historic District Board of Review does hereby approve the petition for the proposed alterations with the following conditions to be provided for staff approval:

- 1.The window type is revised to one that meets the standards;
- 2.A finish is provided for the deck if visible from the public right of way;

Because otherwise the work meets the standards and is visually compatible.

Recommend approval for the variance to allow a less than 3 inch inset for the window to the ZBA, because the variance criteria are met.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: David Altschiller

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[31. D7 - Petition of Diversified Designs | 18-000920-COA | 312-314 West Gwinnett Street | New Construction, Part I: Height and Mass](#)

- 📎 [Aerial - January 2017.pdf](#)
- 📎 [Gaston Ward.pdf](#)
- 📎 [Sanborn Maps.pdf](#)
- 📎 [18-000920-COA Staff Recommendation.pdf](#)
- 📎 [Submittal Packet - Context Photographs.pdf](#)
- 📎 [Submittal Packet - Current Site Photographs.pdf](#)
- 📎 [Submittal Packet - Mass Model.pdf](#)
- 📎 [Submittal Packet - Multi-Family Context Map and Photographs.pdf](#)
- 📎 [Submittal Packet - Similar access walkway and parking context photos.pdf](#)
- 📎 [Submittal Packet - Drawings.pdf](#)

Mr. Jeffrey Cramer was present on behalf of the petition.

Ms. Leah Michalak gave the staff report. The applicant is requesting approval for New Construction: Part I, Height and Mass of a two-story duplex along West Gwinnett Street known as 312-314 West Gwinnett Street.

This is one part of a larger project consisting of six (6) buildings on the site which is a full city block from West Hall Lane on the north, Jefferson Street on the east, West Gwinnett Street on the south, and Montgomery Street on the west. The parcels were recombined and then subdivided into 15 individual lots with a shared parking lot in the center that is accessed from the lane.

Ms. Michalak reported that staff recommends approval for New Construction: Part I, Height and Mass of a two-story duplex along West Gwinnett Street known as 312-314 West Gwinnett Street with the following conditions to be submitted with Part II Design Details for review and approval by the Board because the proposed work is otherwise visually compatible and meets the standards:

1. Increase the foundation height so that the building is more compatible with the height of the building on either side and so the building has better proportions.
2. Redesign the triple window to have a more compatible bay rhythm or add a box or bay window around the triple window.
3. Redesign the recessed 2-story front porch to be a more typical front stoop that projects forward of the front façade.
4. Reduce the balustrades to a maximum of 36 inches high.

PETITIONER COMMENTS

Mr. Cramer thanked the Review Board and staff for their good works. He said this is the smallest building on the block. He was trying to simplify all the components, but they will comply with staff's recommendations. He is willing to work with staff to get this corrected.

PUBLIC COMMENTS

Mr. Daniel Carey of the Historic Savannah Foundation [HSF] said he is a little uneasy about how much they delegate to staff. He agrees with staff recommendation as the building is a little squat. The vertical expression is important and he understands the human nature of smaller lots with smaller buildings. The blackout of the window could possibly be adding to the problem that they are seeing in terms of the squatness of the building. Mr. Carey believes this needs to be continued. As he recalls, the buildings on Habersham and Hall Streets benefitted from the team effort of everyone. Mr. Carey said the Architecture Committee of the HSF is willing to work with the petitioner and provide some input.

Mr. Cramer, in response to the public comments, stated that he believes they can work with staff to get the project where it needs to be. Also, in Part II, the Board will have another look at it. He thanked Mr. Carey for inviting them to come to the HSF Architecture Committee.

Mrs. Ginger Schroeder said she and her husband started this adventure about three years ago. They are happy for the Review Board's assistance. She likes the building, but believes, too, that with the windows being blacked out, it is hard to tell how the building will look. She believes the building needs to be a little higher. She believes the building is too narrow. They are willing to work with staff. Maybe the porch needs to be brought out a little further.

BOARD DISCUSSION

The Board discussed that the staff's recommendations provide for a great deal. Ms. Deacon said her thought is that the petitioner will need to work very closely with staff before bringing this back to the Board. She believes that increasing the overall verticality of the building is important. Ms. Lynch said a continuance could be granted with the ability for the petitioner to come back with Part I and Part II at the same time so that the Board will not be holding up the petitioner. She believes the consensus among the Board is that they want to see this before it is approved. Also, this takes the pressure off the staff in having to do it all.

Mr. Cramer agreed with Ms. Lynch about them presenting Part I and Part II at the same time for the Board's review. He asked for a continuance.

Motion

The Savannah Historic District Board of Review does hereby continue the petition for New Construction: Part I, Height and Mass of a two-story duplex along West Gwinnett Street known as 312-314 West Gwinnett Street in order for the petitioner to consider the following:

1. Increase the foundation height so that the building is more compatible with the height of the building on either side and so the building has better proportions.
2. Redesign the triple window to have a more compatible bay rhythm or add a box or bay window around the triple window.
3. Redesign the recessed 2-story front porch to be a more typical front stoop that projects forward of the front façade.
4. Reduce the balustrades to a maximum of 36 inches high.

The Board determined that the petitioner can return to the next meeting with both Part I and II for review.

Vote Results (Approved)

Motion: Debra Caldwell

Second: Jennifer Deacon

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Dwayne Stephens	- Aye
Melissa Memory	- Not Present
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

IX. REQUEST FOR EXTENSION

X. APPROVED STAFF REVIEWS

[32. Petition of Criss Strain for Coastal Canvas Products | 18-000605-COA | 21 East McDonough Street | Staff Approved - Awnings](#)

📎 [COA - 21 East McDonough Street 18-000605-COA.pdf](#)

📎 [Submittal Packet - 21 East mcDonough Street 18-000605-COA.pdf](#)

📎 [Updated Plans.pdf](#)

No action required. Staff approved.

[33. Petition of Julian McKenzie | 18-000689-COA | 501-503 East Jones Street | Staff Approved - Porches](#)

📎 [COA - 501-503 East Jones Street 18-000689-COA.pdf](#)

📎 [Photos.docx](#)

📎 [Submittal Packet - 501-503 East Jones Street 18-000689-COA.pdf](#)

No action required. Staff approved

[34. Petition of William Trout, III | 18-000773-COA | 101 West Charlton Street | Staff Approved - Rear Porch](#)

☞ [COA - 101 West Charlton Street 18-00773-COA.pdf](#)

☞ [Submittal Packet - 101 West Charlton Street 18-000773-COA.pdf](#)

No action required. Staff approved

[35. Amended Petition of Jennifer Deacon for Lynch Associates Architects | 18-000845-COA | 32 Martin Luther King Jr. Boulevard | Staff Approved - Amendments to New Construction Project](#)

☞ [COA - 32 Martin Luther King Jr. Boulevard 18-000845-COA.pdf](#)

☞ [Submittal Packet - 32 Martin Luther King Jr. Boulevard 18-000845-COA.pdf](#)

No action required. Staff approved

[36. Petition of William Bateman | 18-000884-COA | 314 East Huntingdon Street | Staff Approved - Panel](#)

☞ [COA - 314 East Huntingdon Street 18-000884-COA.pdf](#)

☞ [Submittal Packet - 314 East Huntingdon Street 18-000884-COA.pdf](#)

No action required. Staff approved

[37. Petition of Tonya Meushaw for Coastal Contractors & Installers, LLC | 18-000888-COA | 222 East Jones Street | Staff Approved - Brick Repointing](#)

☞ [COA - 222 East Jones Street 18-000888-COA.pdf](#)

☞ [Submittal Packet - 222 East Jones Street 18-000888-COA.pdf](#)

No action required. Staff approved

[38. Petition of Glen Zittrouer for Zittrouer Construction | 18-000900-COA | 405 East Gaston Street | Staff Approved - Windows](#)

☞ [COA - 405 East Gaston Street 18-000900-COA.pdf](#)

☞ [Submittal Packet - 405 East Gaston Street 18-000900-COA.pdf](#)

No action required. Staff approved

[39. Petition of Charlie Angell for the House Doctor | 18-000921-COA | 523 Howard Street | Staff Approved - Color Change](#)

☞ [COA - 523 Howard Street 18-000921-COA.pdf](#)

☞ [Submittal Packet - 523 Howard Street 18-000921-COA.pdf](#)

No action required. Staff approved

[40. Petition of Sam Carroll for Carroll Construction | 18-000978-COA | 411 Tattall Street | Staff Approved - Alterations and Repairs](#)

☞ [COA - 411 Tattall Street 18-000978-COA.pdf](#)

☞ [Submittal Packet - 411 Tattall Street 18-000978-COA.pdf](#)

☞ [Submittal Packet - Drawings.pdf](#)

No action required. Staff approved

[41. Petition of Alchemy Restoration | 18-001011-COA | 22 West Taylor Street | Staff Approved - Color Change](#)

- ☞ [COA - 22 West Taylor Street 18-001011-COA.pdf](#)
- ☞ [Proposed Paint Color Sample - 22 West Taylor Street.pdf](#)
- ☞ [Submittal Packet - 22 West Taylor Street 18-001011-COA.pdf](#)

No action required. Staff approved

[42. Petition of Charles Angell for The House Doctor | 18-001049-COA | 424 Whitaker Street | Staff Approved - Exterior Repairs](#)

- ☞ [COA - 424 Whitaker Street 18-001049-COA.pdf](#)
- ☞ [Submittal Packet - 424 Whitaker Street 18-001049-COA.pdf](#)

No action required. Staff approved

[43. Petition of Marilyn Shuman | 18-001088-COA | 108 West Taylor Street | Staff Approved - Alterations](#)

- ☞ [COA - 108 West Taylor Street 18-001088-COA.pdf](#)
- ☞ [Submittal Packet - 108 West Taylor Street 001088-COA.pdf](#)

No action required. Staff approved

[44. Petition of Charles Angell for The Huse Doctor | 18-001089-COA | 105-107 West Congress Street | Staff Approved - Repairs](#)

- ☞ [COA - 105-107 West Congress Street 18-001089-COA.pdf](#)
- ☞ [Submittal Packet - 105-107 West Congress Street 18-001089-COA.pdf](#)

No action required. Staff approved

[45. Petition of Michael Higgins | 18-001090-COA | 625 East Broad Street | Staff Approved - Remove Non-historic Features](#)

- ☞ [COA - 625 East Broad Street 18-001090-COA.pdf](#)
- ☞ [HSF Photo.pdf](#)

No action required. Staff approved

[46. Petition of Doug Patten for the City of Savannah | 18-001115-COA | Near 318 Williamson Street \[Factors Walk\] | Staff Approved - Repairs to Factors Walk Stairs](#)

- ☞ [COA - Near 318 Williamson Street \[Factors Walk\].pdf](#)
- ☞ [Williamson Street Stair Repairs_Issued for Construction_2018.2.23.pdf](#)

No action required. Staff approved

[47. Amended Petition of Gretchen Callejas for Felder & Associates | 18-0001120-COA | 109 - 111 Jefferson Street | Staff Approved - Extension of Parapet Wall](#)

- ☞ [COA - 109-111 Jefferson Street 18-001120-COA.pdf](#)
- ☞ [Drawings - 109-111 Jefferson Street 18-001120-COA.pdf](#)
- ☞ [Submittal Packet 1 - 109-111 Jefferson Street 18-001120-COA.pdf](#)
- ☞ [Submittal Packet 2 - 109 - 111 Jefferson Street 18-001120-COA.pdf](#)

No action required. Staff approved

[48. Petition of Kathy Jones for Lowcountry Basement Systems | 18-001301-COA | 515 East Huntingdon Street |](#)

Staff Approve - Stabilize

- ☞ [COA - 515 East Huntingdon Street 18-001301-COA.pdf](#)
- ☞ [Submittal Packet - 515 East Huntingdon Street 18-001301-COA.pdf](#)

No action required. Staff approved

XI. WORK PERFORMED WITHOUT A CERTIFICATE OF APPROPRIATENESS

49. Report on Work Performed Without a Certificate of Appropriateness

- ☞ [3-14-18 HDBR Report on Work Without a COA.pdf](#)

Ms. Lynch reported that staff has given the Board the list on the Work Performed Without a COA.

Ms. Michalak informed the Board that due to the City of Savannah's reorganization process, a new Code Compliance Department is created. The staff has met with the new team.

XII. REPORT ON ITEMS DEFERRED TO STAFF

XIII. NOTICES, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

50. Next Case Distribution and Chair Review Meeting - Thursday, March 15, 2018 at 3:30 p.m. in the Meyer Conference Room, MPC 110 East State Street

51. Open House to Review Text Amendments, March 21, 2018, 2:00 PM, 110 East State Street

52. Special Called Meeting to Review Text Amendments, March 28, 2018 2:00PM, 110 East State Street

53. Next Pre-Meeting - Wednesday, April 11, 2018 at 12:00 p.m. in the Jerry Surrency Room, MPC, 112 East State Street

54. Next Regular Meeting - Wednesday, April 11, 2018 at 1:00 p.m. in the Arthur A. Mendonsa Hearing Room, MPC, 112 East State Street

XIV. OTHER BUSINESS

XV. ADJOURNMENT

55. Adjournment

Mr. Daniel Carey of the Historic Savannah Foundation [HSF] invited the Board members to the press conference regarding the National Park Service's report on the status of the Landmark District. The conference will be held on Wednesday, March 21, 2018 at 11:00 a.m. at the Kehoe Iron Works building Ms. Ellen Harris, Ms. Rebecca Fenwick, and he will participate in the media panel. He encouraged the Board members to attend.

Ms. Deacon reported that a series of community charrettes will be held. The first will begin on March 21, 2018 from 5:00 p.m. to 8:00 p.m. and March 22, 2018 from 5:30 p.m. to 8:00 p.m. They will be held at 2201 Bull Street. Designers and planners will be present from all over the country. They are trying to center on the larger historic district. Therefore, it goes from Victory Drive to the river and extends from the Savannah River Landings on the west side. This is a larger vision. Ms. Deacon said she will send an email to Ms. Harris to be sent to the Board members.

Ms. Fletcher reported on the plaques for the three Board members whose term ended December 31, 2017. She had an idea to present these past members a resolution type plaque. But, she found to do so would be costly.

Ms. Caldwell asked why don't they do what has generally been done when Board members tenure is over.

Ms. Harris explained that they have always given the members certificates of appreciation which were done in-house. At one point, some Board members said why don't they do something nicer and give a real plaque that can be hung on a wall. MPC informed them that they could do this if they wanted to, but they don't have the funds for it. The staff is happy to do the certificates of appreciation in-house, but If the Board wants to do something above this, the cost will be on the Board.

There being no further business to come before the Review Board, Chair Lynch adjourned the meeting at 4:30 pm.

Respectfully Submitted,

Ellen I. Harris
Director of Urban Planning and Historic Preservation

EIH:mem

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.