



Chatham County - Savannah Metropolitan Planning Commission

February 18, 2025 MPC Meeting 1:30pm
Minutes

February 18, 2025 MPC MEETING

Members Present: Karen Jarrett - In person
Travis Coles - In person
Amanda Wilson - In person
Dwayne Stephens - In Person
Traci Amick - In person
Michael Kaigler - In person
Stephen Plunk - In person
Tom Woiwode - In person
Jeff Notrica - In Person
Joseph Welch- In Person

Members Absent Joseph Ervin
Laureen Boles
Coren Ross
Jay Melder

Staff Present: Melanie Wilson, Executive Director/CEO
Edward Morrow, Director of Development Services/Current Planning
Subashi Karunaratne, Planner, Development Services
Sally Helm, Administrative Assistant II, Development Services/Current Planning
Sadie Esch-Laurent, Assistant Planner, Development Services

I. Call to Order and Welcome

II. Invocation and Pledge of Allegiance

III. Approval of Agenda

IV. Notices, Proclamations and Acknowledgements

[1. February 18, 2025 at 11:30 AM Personnel Committee Meeting, West Conference Room, 110 East State Street](#)

📎 [February 2025 Personnel Committee Agenda.pdf](#)

Ms. Jarrett, Chairwoman, stated there was a Personnel Committee Meeting held today. No decisions were made at that meeting.

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

[2. Variance to GDP | 925 & 1303 E. President Street | 25-000401-ZA](#)

📎 [925, 1303 E PRESIDENT ST_25-000401-ZA_VARIANCE FOR DEVELOPMENT PLAN APPLICATION.pdf](#)

Motion

Item removed from the final agenda.

Vote Results (Approved)

Motion: Travis Coles

Second: Tom Woiwode

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 Items Requested to be Withdrawn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

[3. Approval of the January 28, 2025 Meeting Minutes](#)

[📎 01-28-2025-mpc-meeting-minutes.pdf](#)

Motion

Approval of the January 28, 2025 meeting minutes.

Vote Results (Approved)

Motion: Travis Coles

Second: Tom Woiwode

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

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

[4. Major Subdivision | Hopeton Plantation Tract 7 Phase 1A | 25-000147-SUBP](#)

- [📎 APPLICATION.pdf](#)
- [📎 HOPETON WEST GDP_1.10.25.pdf](#)
- [📎 Staff Report 25-000147-SUBP-Hopeton West Phase 1A.pdf](#)
- [📎 SUBMITTAL_!_25-000147-SUBP HOPETON TRACT 7 PHASE 1A.pdf](#)

Motion

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

1. Show the signature of a Georgia Registered Land Surveyor and appropriate dedications of right-of way, shared community spaces, and storm water features.
2. Approval by the Chatham County Health Department and the City review departments including the City Engineer.

Vote Results (Approved)

Motion: Travis Coles

Second: Tom Woiwode

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

[5. Major Subdivision | Hopeton Plantation Tract 7 Phase 1B | 25-000149-SUBP](#)

- [📎 APPLICATION \(1\).pdf](#)

[SUBMITTAL_1_25-000149-SUBP HOPETON TRACT 7 PHASE 1B.pdf](#)

[HOPETON WEST GDP_1.10.25.pdf](#)

[25-000149-SUBP-Hopeton West Phase 1B-Staff Report.pdf](#)

Motion

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

1. Show the signature of a Georgia Registered Land Surveyor and appropriate dedications of right-of way, shared community spaces, and storm water features.
2. Approval by the Chatham County Health Department and the City review departments including the City Engineer.

Vote Results (Approved)

Motion: Travis Coles

Second: Tom Woiwode

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

[6. Ratification of Resolution for Executive Director/CEO to Execute a Coastal Incentive Grant with the Georgia Department of Coastal Resources Division](#)

[CIG_MPC_Resolution_Signed_KJ.pdf](#)

Motion

Approval of the Ratification of Resolution for Executive Director/CEO to Execute a Coastal Incentive Grant with the Georgia Department of Coastal Resources Division.

Vote Results (Approved)

Motion: Travis Coles

Second: Tom Woiwode

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

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

VIII. Old Business

IX. Regular Business

[7. Special Use | 116 & 0 Arnold Street | 25-000377-ZA](#)

[📎 116 & 0 ARNOLD ST_25-000377-ZA_SPECIAL USE PERMIT APPLICATION.pdf](#)

[📎 Staff Report.pdf](#)

Motion

Approval of the requested Special Use Permit for the expansion of an existing Emergency Shelter currently located at 124 Arnold Street onto two adjoining parcels.

Vote Results (Approved)

Motion: Travis Coles

Second: Tom Woiwode

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

[8. Variance to GDP | 2815 Williams Street | 25-000487-ZA](#)

- [📎 Staff Report.pdf](#)
- [📎 updated 2815 Williams St_25-000487-ZA_Variance for Development Plans.pdf](#)
- [📎 Site Plan.pdf](#)
- [📎 Petitioner Statement](#)
- [📎 public comment Seuntjens LOS-2815Williams.pdf](#)

Motion

Approval of the requested parking variance.

Vote Results (Approved)

Motion: Travis Coles

Second: Tom Woiwode

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

[9. Variance to GDP | 1001/1015 Whitaker St & 120/124 W. Park Ave. | 25-000446-ZA](#)

- [📎 1001, 1015 WHITAKER ST, 120, 124 W PARK AVE_25-000446-ZA_VARIANCE FOR DEVELOPMENT PLA.pdf](#)
- [📎 EXHIBIT A_20250124_SAV OFFICE BLDGS_VARIANCE NARRATIVE.pdf](#)
- [📎 EXHIBIT C_REVISED SITE PLAN AND ELEVATIONS.pdf](#)
- [📎 7WEBB_HI_0001X.pdf](#)
- [📎 7WEBB_HI_0005X.pdf](#)
- [📎 7WEBB_HI_0002X.pdf](#)
- [📎 7WEBB_HI_0003X.pdf](#)
- [📎 7WEBB_HI_0008X.pdf](#)
- [📎 7WEBB_HI_0000X.pdf](#)
- [📎 Staff Recommended Building Heights.png](#)
- [📎 Staff Report_Feb18.pdf](#)
- [📎 Combined Public Comments Compressed.pdf](#)

Motion

Approval of the following:

Building 1 shall be permitted to contain 4 stories up to a maximum height of 57 feet.

Building 2 shall be permitted to contain 5 stories up to a maximum height of 71 feet.

Building 3, adjoining Barnard Street, shall conform with the development standards of the TC-2 zoning district, which permit 3 stories up to 45 feet in height.

with the condition that building 1 and 2 step back the top floor as reflected in the images shown in the petition, and building 3 may maintain all three floors at full floor size.

Vote Results (Approved)

Motion: Travis Coles

Second: Jeff Notrica

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

X. Presentations

XI. Approved Staff Reviews

XII. Other Business

[10. Master Plan Amendment | Highlands Business Park | 143, 149, 155 Shellbark Way | 25-000046-ZA](#)

[📎 143, 149, 155 SHELLBARK WAY_25-000046-ZA_MASTER PLAN AMENDMENT \(1\).pdf](#)

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.