



City of Savannah Zoning Board of Appeals

Arthur A. Mendonsa Hearing Room
February 22, 2024 10:00 A. M.
Meeting Minutes

FEBRUARY 22, 2024 - CITY OF SAVANNAH ZONING BOARD OF APPEALS

Members Present: Stephen Merriman, Jr., Chair
Karen Jarrett
Betty Jones
Armand Turner

Members Absent: Michael Condon, Vice-Chair
Stephen Plunk

MPC Staff Present: Edward Morrow, Current Development Services Director
Nykobe Richardson, Development Services Tech Intern
Mary E. Mitchell, Administrative Assistant
Hind Patel, IT Helpdesk & Support

Virtual Attendance: Pamela Everett, Esq., Assistant Executive Director, Compliance & Operations

City of Savannah: Tom Bolton, Zoning Plans Examiner

I. Call to Order and Welcome

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

NOTE: The Chair, Mr. Stephen Merriman, Jr., does not vote unless there is a tie.

Mr. Merriman called the meeting to order at 10:00 a.m. He explained that this is a quasi-judicial proceeding. All those wishing to give testimony during these proceedings were asked to please sign in. They were sworn in by Mr. Merriman. He explained that all proceedings of the Savannah Zoning Board of Appeals are recorded. Decisions of the Savannah Zoning Board of Appeals are final. Challenges to the decisions of the Savannah Zoning Board of Appeals must be filed through the Superior Court of Chatham County.

II. Invocation and Pledge of Allegiance

[2. Invocation and Pledge of Allegiance](#)

The Invocation was given by Mr. Merriman. The Pledge of Allegiance was recited in unison.

III. Notices, Proclamations and Acknowledgements

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

[3. Expansion of a Nonconforming Use or Structure \(Home Daycare\) | 1142 Collins Street | 24-000386-ZBA](#)

☞ [January 1996 ZBA Denial](#)

☞ [June 1996 ZBA Approval](#)

- 🔗 [Home Daycare - NewZO Standards.pdf](#)
- 🔗 [Application_.pdf](#)
- 🔗 [State Child Care Learning Center Rules and Regulations.pdf](#)
- 🔗 [Home DayCare - Old Zoning Ordinance Standards.pdf](#)
- 🔗 [Current Local Permit.pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve to remove the item from the final agenda as requested.

Vote Results (Approved)

Motion: Karen Jarrett

Second: Betty Jones

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

4. Pilot Travel Center Sign Variances | 110 Crossroads Parkway | 24-000152-ZBA

- 🔗 [Summary of Requests.pdf](#)
- 🔗 [Pilot Sign Plan and Elevations.pdf](#)
- 🔗 [Variance Letter_.pdf](#)
- 🔗 [Sec 9.9.11.pdf](#)
- 🔗 [24-000152-ZBA - Staff Report 110 Crossroads PKWY \(Pilot\).pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve to remove this item from the final agenda as requested by the Petitioner.

Vote Results (Approved)

Motion: Karen Jarrett

Second: Betty Jones

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

V. Item(s) Requested to be Withdrawn

[5. Side Setback Variance | 913 East Waldburg | 24-000427-ZBA](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve to withdraw this item from today's agenda as requested.

Vote Results (Approved)

Motion: Armand Turner

Second: Betty Jones

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

VI. Approval of Minutes

[6. Approve January 25, 2024 Meeting Minutes](#)

[January 25, 2024 Meeting Minutes.pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve January 25, 2024, Meeting Minutes.

Vote Results (Approved)

Motion: Betty Jones

Second: Karen Jarrett

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

[7. Approve January 30, 2024 Special Called Meeting Minutes](#)

[January 30, 2024 Special Called Meeting Preliminary Minutes.pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve January 30, 2024, Special Called Meeting

Minutes.

Vote Results (Approved)

Motion: Karen Jarrett

Second: Armand Turner

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

VII. Approval of Final Agenda

8. Approve the Final Agenda

Motion

The Savannah Zoning Board of Appeals does hereby approve the Final Agenda.

Vote Results (Approved)

Motion: Betty Jones

Second: Armand Turner

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

VIII. Consent Agenda

IX. Old Business

9. Election of Officers for 2024

Motion

The Savannah Zoning Board of Appeals does hereby approve Mr. Stephen Merriman as the 2024 Chair and Mr. Michael Condon as the 2024 Vice Chair.

Vote Results (Approved)

Motion: Karen Jarrett

Second: Betty Jones

Stephen Merriman, Jr.	- Abstain
Karen Jarrett	- Aye
Michael Condon	- Not Present
Larry Evans	- Not Present
Stephen Plunk	- Not Present
Betty Jones	- Aye
Armand Turner	- Aye

X. Regular Agenda

[10. Front Setback Variance | 522 Acacia Street | 24-000477-ZBA](#)

- 📎 [STAFF REPORT.pdf](#)
- 📎 [AERIAL-SITE MAP 24-000477-ZBA.pdf](#)
- 📎 [Building Plans.pdf](#)
- 📎 [Petitioner Exhibits_.pdf](#)
- 📎 [Application_.pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve the variance to the maximum 10-foot front yard setback to allow a 20-foot setback at 522 Acacia Street.

Vote Results (Approved)

Motion: Karen Jarrett

Second: Armand Turner

Stephen Merriman, Jr.	- Abstain
Karen Jarrett	- Aye
Michael Condon	- Not Present
Larry Evans	- Not Present
Stephen Plunk	- Not Present
Betty Jones	- Aye
Armand Turner	- Aye

[11. Front Setback Variance | 524 Acacia Street | 24-000479-ZBA](#)

- 📎 [Petitioner Exhibits_.pdf](#)
- 📎 [STAFF REPORT.pdf](#)
- 📎 [Building Plans.pdf](#)
- 📎 [AERIAL-SITE MAP 24-000479-ZBA.pdf](#)
- 📎 [Application_.pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve the variance to the maximum 10-foot front yard

setback to allow a 20-foot front setback at 524 Acacia Street.

Vote Results (Approved)

Motion: Armand Turner

Second: Betty Jones

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

[12. Fence Height Variance | 414 West 48th Street | 24-000490-ZBA](#)

📎 [Sec. 4.2 Visibility Triangle.pdf](#)

📎 [Sec. 9.6 Fences and Walls.pdf](#)

📎 [AERIAL-SITE MAP 24-000490-ZBA.pdf](#)

📎 [Elevations.pdf](#)

📎 [Staff Report.pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby deny the variance request to install an 8 feet privacy fence surrounding the subject property.

Vote Results (Approved)

Motion: Betty Jones

Second: Karen Jarrett

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

[13. ADU Side Yard Setback and Lot Coverage Variances | 210 West Bolton Street | 24-000497-ZBA](#)

📎 [Sec 7.5 STVR Overlay.pdf](#)

📎 [Variance Request_.pdf](#)

📎 [AERIAL-SITE MAP 24-000497-ZBA.pdf](#)

📎 [Signed HDBR Decision_.pdf](#)

📎 [Site Plan_Other Drawings.pdf](#)

[Floor Plans.pdf](#)

[Staff Report.pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve the requested variances to the required side yard setbacks and maximum permissible lot coverage for the proposed ADU located at 210 West Bolton Street.

Vote Results (Approved)

Motion: Armand Turner

Second: Betty Jones

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

[14. Parker's Gas Station Sign Variances | 1750 Grove Point Road | 24-000385-ZBA](#)

[Sign Ordinances.pdf](#)

[Sign Exhibit Parker's_.pdf](#)

[Site Plan_.pdf](#)

[AERIAL-SITE MAP 24-000385-ZBA.pdf](#)

[STAFF REPORT.pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve the variance to reduce the minimum distance between ground signs and denies the request to increase the maximum copy sign.

Vote Results (Approved)

Motion: Karen Jarrett

Second: Betty Jones

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

[15. ADU Variances | 405 Washington Ave | 24-000488-ZBA](#)

[Application and Exhibits.pdf](#)

- [Cindy and Mike Crane Letter of Support.pdf](#)
- [AERIAL-SITE MAP 24-000488-ZBA.pdf](#)
- [Staff Report.pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve the requested variances to expand an existing nonconforming structure and to exceed maximum permitted ADU size by 8% and 120 square feet at 405 Washington Avenue.

Vote Results (Approved)

Motion: Armand Turner

Second: Betty Jones

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

16. Relief for Nonconforming Structure | 5211 Dillon Avenue | 24-000422-ZBA

- [Application_.pdf](#)
- [Site and Floor Plans.pdf](#)
- [AERIAL-SITE MAP 24-000422-ZBA.pdf](#)
- [Staff Report.pdf](#)

Motion

The Savannah Zoning Board of Appeals does hereby approve the variance to the requested relief to improve the existing nonconforming dwelling by enclosing the front porch at 5211 Dillon Avenue.

Vote Results (Approved)

Motion: Armand Turner

Second: Betty Jones

Stephen Merriman, Jr. - Abstain

Karen Jarrett - Aye

Michael Condon - Not Present

Larry Evans - Not Present

Stephen Plunk - Not Present

Betty Jones - Aye

Armand Turner - Aye

XII. Adjournment

17. Adjourned

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.