

**M I N U T E S**

**GLYNN COUNTY PLANNING COMMISSION  
MAY 2, 1995 9:00 A.M.**

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**MEMBERS PRESENT:** Wayne Stewart, Chairman  
Jerome Clark  
Robert Fell  
Glenda Jones  
Lee Noel  
Richard Parker

**ABSENT:** Jack Kite

**STAFF PRESENT:** Dan Reuter, Planning Official  
Mark Schroeder, Planner  
Deborah Taylor, Zoning Administrator  
Janet Loving, Administrative Secretary

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Chairman Wayne Stewart called the meeting to order and the invocation was given, followed by the Pledge of Allegiance.

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Chairman Stewart gave a brief recap of the rules, voting procedure and audience participation in discussing agenda items. He then welcomed everyone to the meeting.

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**Preliminary Plat  
Thalman Estates  
Located off East Glynn Avenue, Thalman  
139.42 acres, zoned Forest Agricultural,  
10 residential lots served by an unpaved  
road.**

**Edwin Fendig, III, Owner/Developer**

Attorney Jameson Gregg and Mr. Fendig were present for discussion.

Mr. Mark Schroeder presented the staff's report. He stated the property is currently zoned Forest Agricultural (FA). The development consists of 11 large single family residential lots. Lot 1 has the smallest proposed area of 9.15 acres. Mr. Schroeder stated that the required setbacks in FA are 20 ft. front, 7 ft. side (10 ft. corner lot) and 7 ft. rear. He stated that the

applicant is proposing to modify the setbacks to 50 ft. front, 20 ft. rear, and 10 ft. side (20 ft. corner lot).

Mr. Schroeder pointed out that Paddock Lane will be constructed to meet the dirt road standards outlined in the Glynn County Subdivision Regulations. The Paddock Lane right-of-way is proposed at 80 ft. He stated that according to Section 902 of the Subdivision Regulations, the number of lots to be served by a dirt road is limited to no more than 10 residential lots. Section 902 also requires the following conditions:

1. Minimum lot size shall be 20,000 sq. ft. and lot width shall be 100 ft;
2. The subdivision shall be restricted from further subdivision or extension until the street is paved in accordance with county design standards;
3. The paving of any street in the subdivision will be at the abutting property owners' expense;
4. The road exempted under the provisions of this ordinance, is not longer then 2,000 ft. including the cul-de-sac;

Mr. Schroeder stated that the applicant has met all of the above conditions with the exception of item #4. The applicant is requesting a variance to the length limitation. He explained that the length of the proposed Paddock Lane is approximately 3,000 ft. and the County Engineer has not expressed opposition to this request. Lot 11 has sufficient frontage on East Glynn Avenue for access, therefore it is not considered as one of the lots served by Paddock Lane.

Mr. Schroeder stated there is a 50.73 acre tract excluded from the proposed subdivision that has frontage on Thalmann Lane (referenced on the plat as WPA Road 30' R/W and also known as Bladen Road). He stated the planning staff and other departments have considered several options on how to address the excluded property. A portion of the property is designated as wetlands. Due to none of the wetlands being within the proposed construction activity areas, a surveyed delineation and approval for accuracy by the Corps of Engineers is not required. Mr. Schroeder stated that Mr. Dean Freeman with the Savannah Corps of Engineers, and Mr. Ralph Lackey walked the site to verify the existence of wetlands.

Mr. Schroeder stated staff recommends approval of this request subject to the following conditions:

**Building Department:**

1. Applicant must apply for a soil erosion permit.

**Engineering:**

1. The intersection of proposed Paddock Lane with East Glynn Avenue shall be redesigned so that the acute angle formed by their centerlines is greater than or equal to 80 ft. in accordance with the Glynn County Subdivision Regulations.
2. The minimum edge of road radius shall be specified as 20 ft.
3. Drainage calculations shall be provided to support the proposed storm drain pipe and outfall ditch sections.

4. The typical outfall ditch cross section shall be shown on the plans for review with its location within the proposed easement limits.

**Planning & Zoning:**

1. Thalmann Park Lane (private) referenced as Bladen Road on the plat is a 30 ft. private access easement. Per County Ordinance, a private access easement cannot serve more than 4 lots. Based on the Glynn County tax maps, 7 lots currently are provided access to their property via Thalmann Park Lane. Staff recommends consideration of the following alternatives:
  - a. Include the 50 acre tract in one of the proposed lots (i.e. lot 5). This would provide access to Paddock Lane and still limit the number of lots served by a dirt Road to 10 lots.
  - b. Include the 50 acre tract in the subdivision, but allow its access rights to be from Thalmann Park Lane (the old WPA Road). An additional condition would be required on the plat that the 50 acre lot not be further subdivided until Thalmann Park Lane is brought up to county road standards.
  - c. Create a looped road system. Acquire the necessary right-of-way on Thalmann Park Lane and improve the Road to county road standards and extend the proposed Paddock Lane to Thalmann Lane.
  - d. Do not depict the 50 acre tract as excluded or part of Thalmann Estates.
2. Place the following statement on the Final Plat for wetland clarification: "Wetlands shown on this plat may be under the jurisdiction of the Corps of Engineers. Lot owners may be subject to penalty by law for disturbance to these wetlands areas without proper authorization."

Mr. Schroeder stated that a drainage area map showing all subareas used to size pipes and outfall ditches has been submitted. Also, ditch grades/pipes along East Glynn Avenue within 500 ft. of the intersection with proposed Paddock Lane have been provided to support size and elevation of the proposed 15" cross drain.

Mr. Schroeder pointed out that a letter from the Glynn County Health Department stating their approval was included in the packages for the Planning Commission's review. He presented an aerial map and distributed pictures of the area.

Attorney Jameson Gregg of the Gilbert, Harrell Law firm was present to represent Mr. Fendig. He stated to his knowledge, there is no real issue concerning the 11 acre subdivision. He stated the real issue is the 50 acre tract that will be left after the property is subdivided and the 11 lots are created. He stated that Mr. Fendig owns approximately 200 acres in the area. Once the property is subdivided and the 11 lots are carved out, the 50 acre tract will be left sitting to the west of these lots. He stated that Mr. Fendig just wants the right to build a home on the 50 acre tract. He further stated that option B of the Planning & Zoning recommendations would be the most fair option at this time. This will allow Mr. Fendig the right to build on the property. Attorney Gregg stated there would probably be opposition from adjoining property owners if Mr. Fendig were to choose option C.

Mr. Fendig thanked the planning staff and members for their hard work. He stated staff came up with good viable options. He agreed that option B would be more practical and would allow him to build on the lot.

Mr. Chan Sutton stated he is not expressing opposition to this request, but he does have comments about the area. He stated he owns two tracts of land on Thalmann Park Lane. He pointed this out on the map and stated that his title shows no access off of East Glynn Avenue.

Chairman Stewart stated the obvious question is how did 8 tracts of land end up on a dirt road. Mrs. Deborah Taylor explained that according to the Glynn County Subdivision Regulations, a plat is required to be filed through the Planning Office. Tracts were being surveyed and recorded in Superior Court without proper signage, proper access and without proper square footage. She stated approximately 3 years ago, staff met with members of Superior Court and asked them to refer all plats to the Planning Office. She stated that attorney's were taking family situations or tracts of land and putting them in deeds which were then filed in Superior Court. "Once the tracts are filed in Superior Court with a deed they automatically go to the County Tax Assessor's office, and by law, are put on the tax maps, thereby creating the parcels." Mrs. Taylor stated this is becoming a major county-wide problem.

Mr. Reuter stated the Building Official does not have to issue a building permit on any lot that does not meet the requirements in accordance with the Subdivision Regulations. He stated that the 50 acre tract will not have legal access and he is not sure if the Planning Commission could give rights to that access. Mr. Reuter stated that at a minimum, staff would recommend excluding that from the plat, and not showing that the lot had been created; however, Mrs. Taylor stated that would pose the problem of landlocking the property.

Mrs. Kay Sutton stated she owns 60 acres in the area. She explained that less than a year ago, a tract to the right containing 112 acres was subdivided into 3 tracts, and that is how the separate tracts came about. She stated that also caused the increase of traffic on the road.

Chairman Stewart explained that apparently this was all done through Superior Court. The deed was recorded and sent to the Tax Office but it never came before the Glynn County Planning Commission or the planning office, and therefore it is not a Lot of Record in accordance with the Subdivision Regulations. Mrs. Taylor stated that by law, it is a Lot of Record. She stated "the Building Official does not have to issue a permit, but if the property is on the tax records, a building permit will be issued." She stated it is not legal to landlock the property owner or create a situation that prohibits the property owner from obtaining a building permit. Chairman Stewart suggested contacting the County Attorney to determine the legalities of this matter.

Mr. Sutton explained that Glynn County does not regulate the real estate laws regarding the sale of property. He stated Mr. Fendig could sell the property to 15 different people but the county does not have to issue any permits. Chairman Stewart asked how many houses are currently on the tract. Mrs. Kay Sutton replied that there are three houses and one trailer on the tract.

Mr. Reuter stated perhaps Mr. Fendig could consider another option. Mr. Fendig is creating a 50 acre lot that he might not be able to get a building permit for. Mr. Fendig remarked that what he is asking for is not unreasonable. He stated according to the ordinance, he is only allowed to put a certain amount of lots off of the dirt road. He stated that extending a dirt road is very expensive and unnecessary in this case because there is already access from the road that runs beside the dirt road. Mr. Reuter stated that Thalmann Park Lane is not a public road.

Mr. Lee Noel asked which of the four options does staff recommend. Mr. Reuter stated in light of all of the discussion, staff would recommend a deferral at this time to determine other options for Mr. Fendig. Chairman Stewart asked if Mr. Fendig and Mr. Gregg are willing to meet with the County Attorney and staff in an effort to reach an agreement. Mr. Fendig stated he does not want to prolong the process but he is willing to cooperate.

Following discussion, a motion was made by Mr. Lee Noel to defer this request until the County Attorney, the applicant and staff reach an applicable agreement expediently. The motion was seconded by Ms. Glenda Jones. Further discussion ensued. Chairman Stewart advised that he would get a meeting set up with all parties as soon as possible, afterward, the request will be presented again at the June 6th Planning Commission meeting.

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**Site Plan**

**Buckingham Terrace**

**Located off Buckingham Place, Beverly Shores  
3.285 acres, zoned Medium Residential,  
40 Multi-Family Units (Quadraplex Apartments)**

**Buckingham Terrace, Inc., Owner/Developer**

Mr. Don Hutchinson, Korb Engineering Firm, was present for discussion.

Mr. Schroeder presented the staff's report. He stated that the applicant is proposing a 40 unit multi-family apartment complex for the elderly. The property is currently zoned Medium Residential and in this zoning district, a density of up to 16 units per acre is permitted. Mr. Schroeder stated that the proposal depicts 10 quadraplexes for a total of 40 units. The proposed development density of 12.18 units per acre is permitted in a Medium Residential district.

Mr. Schroeder explained that a large ditch on the western boundary of the property will be piped by Glynn County upon approval of a petition by Buckingham Terrace, Inc. requesting the county to pipe the ditch. He further explained that the development proposes 63 parking spaces (3 handicapped). This computes out to approximately 1.5 spaces per unit. Mr. Schroeder stated that according to the zoning code, a multi-family complex shall supply a minimum of 2 spaces per unit. Due to the proposed clientele of this development (elderly), he stated 1.5 spaces per unit should be more than sufficient. Approximately two years ago, a similar site plan was approved for this location which allocated 1.5 spaces per unit.

Mr. Schroeder stated staff recommends approval of Buckingham Terrace subject to the following conditions:

**Building Department**

1. A Soil Erosion and Sedimentation Control permit shall be obtained prior to issuance of a building permit;

**Engineering**

1. A cul-de-sac shall be constructed at the end of Greenwood Avenue prior to issuance of a building permit.

At the November 4, 1993 Board of Commissioners meeting, the abandonment was approved subject to the development of a cul-de-sac at the end of Greenwood Avenue. This condition of abandonment has not been fulfilled. Once the conditions are met, a quitclaim deed can be drafted to transfer the right-of-way from Glynn County to the property owner. The County Engineer will handle this process.

2. The applicant shall petition Glynn County to pipe the existing ditch on the western property line.

**Planning & Zoning**

1. A landscaped buffer to be installed along the western boundary of the site (the adjacent property is zoned Highway Commercial). Currently, an 8 ft. chain link fence is proposed.

**Public Works**

1. Install cul-de-sac at the end of Greenwood Avenue.

Mr. Schroeder stated that the Water & Sewer Department submitted a letter dated April 18, 1995 stating their approval. He then distributed pictures of the area for the Planning Commission's review.

Mr. Don Hutchinson stated that the condition regarding the cul-de-sac will be taken care of. He stated he does not agree with staff's recommendation to install a landscaped buffer; however, if that is a stipulation he will comply. Mr. Reuter pointed out that the landscaped buffer is a recommendation and not a requirement.

Following review, a motion was made by Mr. Lee Noel to approve this request subject to the conditions stated by staff. The motion was seconded by Mr. Robert Fell and unanimously adopted.

**GC-11-95**

**Request to Rezone from General Industrial to M-6 One-Family Residential Manufactured Home, Lot 3 of Harlem Farms Subdivision, consisting of 15,597 sq. ft. fronting 75 ft. on the east side of Southern Road (118 Southern Road), beginning approximately 607 ft. south of Community Road.**

**Property owned by Diane Reid, Rose Reid, Sandra Reid, James Lee Reid, Jr. and Pauline Barnard.**

Ms. Bridget Bradley and Mr. James Lee Reid, Jr. were present for discussion.

Mrs. Deborah Taylor presented the staff's report. She stated that this request is to rezone an existing lot from General Industrial to M-6 One-Family Residential to allow the location of a manufactured home. She pointed out that the property is located within the Dock Junction Area has been zoned General Industrial since adoption of the Glynn County Zoning Ordinance in 1966. The lot is non-conforming under this classification due to the minimum lot width and lot size requirements.

Mrs. Taylor stated that in 1985, 10 acres in the Dock Junction Area were rezoned to allow the location of manufactured homes and site-built homes and bring the area into conformance with zoning requirements and uses within the area. This was initiated by the Planning Commission from a petition of 19 property owners in the area. Prior to 1985, several rezonings were approved to allow manufactured homes or site-built homes in this area.

Mrs. Taylor stated to further evaluate this request, the following matters were considered in developing staff's recommendation:

1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;  
Yes.
2. Whether the zoning proposal will adversely affect the existing use of adjacent or nearby property;  
No.
3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;  
No, for reasons previously stated.
4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;  
No.
5. Whether the zoning proposal is in conformance with the policy and intent of the Comprehensive Land Use Plan;  
No.

6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal;

Rezoning and land use changes exist in the area.

Mrs. Taylor stated that staff recommends approval of this request.

Following discussion, a motion was made by Ms. Glenda Jones to recommend approval of this request. The motion was seconded by Mr. Richard Parker and unanimously adopted.

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**GC-13-95**

**Request to Rezone from R-6 One-Family Residential to General Commercial, .72 acres known as Lots A, B, C, D, E, F and additional area C-2 Glynn Haven Estates. Property fronting 179.3 ft. on the west side of Sylvan Drive and 123 ft. on the south side of Oak Street (unopen right-of-way).**

**Property owned by Michael L. Fitzgerald  
and Catherine L. Fitzgerald**

Mr. Brooks Haisten, agent, was present for discussion.

Mrs. Taylor presented the staff's report. She stated that this request is to rezone 32,670 sq. ft. from residential to commercial. The property consists of lots within Glynn Haven Estates and has frontage on Sylvan Drive and Oak Street (unopen right-of-way). Mrs. Taylor stated that a tract of land zoned Highway Commercial is located to the south of this property. She stated this parcel has frontage and access on Frederica Road; however, it also has a 25 ft. access easement from the property to Sylvan Drive. Located to the east of the subject property, across Sylvan Drive, are properties zoned General Commercial with various commercial businesses.

Mrs. Taylor explained that in 1991, property located to the east, which was also owned by the Fitzgeralds, was rezoned from residential to commercial. At that time, it was stated in the staff's report that staff felt the remaining portion of the owner's property located to the west (subject property involved in the rezoning request at this time) should remain as single-family and serve as a buffer between the commercial and residential property. Glynn Haven was originally platted in 1929, but has become a fast growing residential area within recent years.

Mrs. Taylor stated that the prospective buyer/developer has stated that the subject property is more desirable for commercial development than residential due to the lots having frontage on Sylvan Drive. She stated the property consists of pre-existing residential lots that do not meet the requirements of the zoning district. The non-conforming lots are grandfathered in and can be developed with proper road access and setbacks. Mrs. Taylor pointed out that the developer proposes to open Oak Street to serve other residential lots. The lots could be re-subdivided to meet the requirements of the ordinance with frontage on Oak Street instead of Sylvan Drive. According to the County Engineer, if the property were rezoned to commercial, on site detention may be

required due to the additional runoff that would be generated by a commercial development, as opposed to the existing residential classification.

Mrs. Taylor explained that if the Planning Commission desires to recommend the rezoning of the property to General Commercial, buffers and setbacks would need to be considered. General Commercial does not require setbacks, therefore making the commercial area more congested. She stated the following should be considered as a condition to require setbacks and/or buffers: 10 ft. setbacks along Sylvan Drive and Oak Street; a 25 ft. buffer along the rear of the property abutting the remaining residential lots; and access only be given from Sylvan Drive. She stated in order to further evaluate this request, the following matters were considered in developing staff's recommendation:

1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;

No, Sylvan Drive is currently the boundary between the commercial and residential areas. Allowing commercial on the west side of Sylvan Drive would remove the district boundary and would create an intrusion into the residential area.

2. Whether the zoning proposal will adversely affect the existing use of adjacent or nearby property;

Yes.

3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;

Yes.

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;

Yes, adding more commercial traffic to Sylvan Drive which is already a congested area.

5. Whether the zoning proposal is in conformance with the policy and intent of the Comprehensive Land Use Plan;

No, shown as low-density single-family.

Table I-10, Priority III, of the Comprehensive Land Use Plan, Functional Land Guidelines for the location of particular land use types states the following for commercial:

Clustering: Establishments should be developed in compact clusters or in planned shopping centers and not allowed to penetrate residential areas or strip out along roadways.

6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal;

The recent new construction of residential homes within Glynn Haven, which was platted in 1929, should be protected from further commercial encroachments.

Mrs. Taylor stated staff feels the comments made in 1991 by county staff ("the subject property should remain as single-family and serve as a buffer between the commercial and residential property") still apply. She stated rezoning property on the west side of Sylvan Drive to commercial would be an encroachment into a pre-existing single-family residential area. Sylvan Drive should continue to serve as the boundary between the commercial and residential zoning districts. Mrs. Taylor stated staff recommends that this request be denied.

Mr. Brooks Haisten gave a brief presentation. He stated that the applicant proposes to build a very nice office building and will have buffering all around it. He stated commercial property is located on three sides of the applicant's property. The area was then pointed out on the map and reviewed by the Planning Commission. Mr. Haisten stated the development will have two entrances off of Sylvan Drive and will conform to the surrounding commercial property.

Mr. Abbis Vakili, general contractor, had questions regarding the lake located on the property. Chairman Stewart stated that the lake is zoned residential. Mrs. Taylor explained that a lake is not considered as land-use and cannot serve as a buffer.

Ms. Helen Cahill Ruffner of 219 Pine Street stated she is not in opposition of this request, but she is concerned. She stated she is also speaking on behalf of other property owners in the area who could not attend the meeting for various reasons. Ms. Ruffner stated one of her concerns is that all of the area is considered as wetlands; however, Chairman Stewart explained that Glynn County does not address wetlands. That issue is addressed by the Corps of Engineers. Ms. Ruffner further stated that the development would be an encroachment into a residential neighborhood. She commented that if this request is approved, noise will be increased, especially if Oak Street is opened. She also pointed out that there is a county drainage ditch separating the Sea Island property from the property proposed to be sold. Ms. Ruffner stressed that the drainage ditch will deter future homeowners from building in the area.

In addressing Oak Street, Ms. Ruffner stated that a process has been started to close the proposed unopened Oak Street. This process is currently on hold because one of the homeowners cannot be reached. She stated there is no quitclaim deed for the property because Glynn County has never official abandoned Oak Street. She stated that the homeowners in the area never acknowledged that Oak Street is owned by anyone because it has never been formally closed by Glynn County. She stated in this case, the developer does not own the street. Chairman Stewart explained that the developer cannot be denied access to his property. Mrs. Taylor stated this is a platted right-of-way and therefore the developer would have a right to go in and open the road. Mr. Reuter pointed out that road abandonments are handled through the County Engineer's office.

Following discussion, a motion was made by Mr. Lee Noel to deny this request due to the intrusion into a residential neighborhood and potential increase of traffic in the area. The motion was seconded by Mr. Jerome Clark and unanimously adopted.

Mr. Haisten was advised that this request will be forwarded to the Board of Commissioners, and the applicant does have a right to appeal the Planning Commission's recommendation.

**GC-14-95**

**Request to Rezone from R-12 One-Family Residential to M-20 One-Family Residential Manufactured Home, 0.6935 acre parcel fronting 120.33 ft. on the west side of Habersham Street Extension, beginning 587.32 feet south of Old Jesup Road.**

**Property owned by Janice L. Mobley Kennedy**

Mr. Mike Johnson, agent, was present for discussion.

Mrs. Taylor presented the staff's report. She stated that this request is to rezone a 30,056 sq. ft. lot with 120 ft. of frontage on Habersham Street Extension to allow a manufactured home. The subject lot is being created by subdividing off an existing parcel (2.34 acres) which has a site-built home and accessory garages.

Mrs. Taylor pointed out that the surrounding area contains a mixture of uses and zoning changes, i.e., site built homes, mobile homes, manufactured homes, commercial and industrial zoning. She stated that if this area is rezoned to allow the manufactured home, all requirements of Section 702.5 11 of the Glynn County Zoning Ordinance, including skirting, would have to be met.

Mrs. Taylor stated that in order to further evaluate this request, the following matters were considered in developing staff's recommendation:

1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;  
Yes.
2. Whether the zoning proposal will adversely affect the existing use of adjacent or nearby property;  
No.
3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;  
Yes.
4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;  
No.
5. Whether the zoning proposal is in conformance with the policy and intent of the Comprehensive Plan;  
Yes.
6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal;

Yes, other properties located within the immediate area have been rezoned in previous years to allow manufactured homes.

Mrs. Taylor stated that staff recommends approval of this request.

Following discussion, a motion was made by Mr. Richard Parker to recommend approval of this request. The motion was seconded by Mr. Jerome Clark and unanimously adopted.

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**Request for variance in accordance with Section 901. of the Glynn County Subdivision Regulations - Section 802.4 Resubdivision of Land, property being Lots 3 & 4, Block E, The Marshes, address known as 308 Reynoso Avenue, St. Simons Island.**

Ms. Hazel C. Dean, property owner, was present for discussion.

Mrs. Taylor presented the staff's report. She stated that the property owner is requesting a variance from the following requirement of the Glynn County Subdivision Regulations:

No lot split shall be permitted in a recorded subdivision zoned single-family residential with lots containing one  
1) acre or less.

Mrs. Taylor stated that Ms. Dean would like to take two (2) existing single-family lots and create three (3) single-family lots. She stated that one of the existing lots contains a single-family residence.

Mrs. Taylor pointed out that the property is located within an R-9 One-Family Residential Zoning District. The proposed lot revisions shows on the plat that the requirements of the R-9 District can be met. Due to the property not meeting the one (1) acre requirement, Mrs. Taylor stated a variance is required in order to subdivide the property.

Ms. Dean gave a brief presentation. She also presented a list containing approximately 18 signatures of citizens living on Reynoso Avenue and Marsh Circle who are in agreement with this request. Pictures of the area were distributed for the Planning Commission's review.

It was noted that no one was present to oppose this request.

Following discussion, a motion was made by Mr. Jerome Clark to approve this variance request. The motion was seconded by Ms. Glenda Jones and unanimously adopted.

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At this point, the Planning Commission took a 10 minute recess. The meeting resumed at 10:25 a.m.

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**Review and consider amending the Glynn County Planning Commission Ordinance, adopted June 20, 1985**

**Review and consider amending the Glynn County Planning Commission By-Laws, adopted June 19, 1986**

Chairman Stewart stated that at the Glynn County Board of Commissioners meeting, some of the Commissioners had problems with the Planning Commission Ordinance and By-Laws, and therefore the Planning Commission was asked to review and consider amending these documents. He stated that he does not have a problem with this request. The floor was then opened for suggestions. Mr. Noel stated in discussing this matter, he would like to clarify that his comments have nothing to do with personalities, or any member of this commission. He stated in his opinion, the "Planning Commission is probably the most important commission appointed by the Board of Commissioners." He further stated that "the public believes in this commission and they do not believe that anyone of us attempts to exert undue influence that might conceivably be a benefit to a chosen few."

The following were then suggested by the Planning Commission:

**Planning Commission Ordinance  
Chapter 2-19**

**2-19-4:  
Members of Commission and Terms of Office**

**No member shall serve more than two (2) successive terms, except that any term less than three (3) years shall not count as a term towards this limit.**

Mr. Noel suggested that "no member shall serve more than two (2) successive terms, and a partial term shall count towards the two (2).

**2-19-5:  
Election of Officers, Quorum, By-Laws, Procedures & Meetings**

**After the appointment of all members as herein above set out, the full membership of the Commission shall meet as soon as practicable and shall elect one of its members as Chairman and one as Vice-Chairman, each of who shall continue as voting members, to serve in such position for the succeeding year and until their successors are elected.**

Mr. Noel suggested that the Chairman and Vice-Chairman be appointed by the Glynn County Board of Commissioners.

Mr. Fell suggested that the Chairman not succeed him/herself as Chairman. The Vice-Chairman could succeed as Chairman but not succeed him/herself as Vice-Chairman.

Mr. Stewart stated the original Planning Commission Ordinance, which was amended in 1991, stated that three (3) members from the Planning Commission shall be from St. Simons, Sea Island or Jekyll Island. He then suggested that membership be done by percentage of population and that Jekyll Island not be included. The Commissioners serving At-Large Posts should appoint one representative from the mainland and one representative from St. Simons Island.

Mr. Stewart further suggested that in the **By-Laws** when the Chairman or Vice-Chairman cannot serve during the year of their appointment that a new election be held for the remainder of that term within 30 days. Mr. Fell suggested that the Chairman and Vice-Chairman be elected for the fiscal year rather than the calendar year.

## **By-Laws**

### **Article I**

#### **Section 101 - Election of Officers** (Amend as previously suggested)

#### **Section 102 - Chairman**

The Chairman shall preside at all meetings of the Planning Commission and at the other meetings and public hearings called by the Planning Commission; shall call special meetings of the Planning Commission when required; shall appoint all committees; and, in general, shall act as spokesman for the Planning Commission.

It was the consensus of the Planning Commission that the word "internal" be added as follows: The Chairman shall preside at all meetings...shall appoint all **internal** committees; and, in general, shall act as spokesman for the Planning Commission.

Terms and Election of Chairman and Vice-Chairman  
(Amend as previously suggested)

#### **Section 104 - Zoning Administrator**

The Zoning Administrator of the Zoning and Development Review Section...

To be amended as follows: The Zoning Administrator of the Planning and Zoning Department...

### **Article II**

#### **Section 201 - Regular Meetings**

The regular meeting of the Planning Commission shall be held on the first Tuesday of each month at 9:00 a.m...Any deviation from the regular meeting schedule will require a majority approval by the Planning Commission.

Mr. Fell suggested this be amended to include night meetings periodically.

### **Article III**

#### **Section 302 - Special Committees**

The Chairman for the Planning Commission shall appoint as necessary, special committees for the investigation of special issues...

Mr. Stewart suggested this be amended to state that special committees be appointed by majority vote of the Planning Commission. He then asked staff to submit a written draft of all comments and suggestions to each Planning Commission member before proceeding to the County Commission.

Mr. Reuter stated he feels that it is necessary for the Ordinance Amendment Committee and the Work Program Committee to remain as part of Section 301 - Standing Committees. Each committee would consist of at least three members of the Planning Commission and would allow an interchange of information between staff and committee members before bringing a particular issue before the entire Planning Commission. Chairman Stewart stated he would like to have these committees remain as needed.

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#### **MINUTES**

A motion was made by Mr. Lee Noel and seconded by Mr. Jerome Clark to approve the Minutes of the April 4, 1995 Planning Commission meeting. Voting Aye: Mr. Jerome Clark, Mr. Robert Fell, Ms. Glenda Jones, Mr. Lee Noel and Mr. Richard Parker. Due to being absent for the April 4th meeting, Chairman Stewart abstained from voting.

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#### **STAFF ITEMS**

Mr. Reuter gave a brief update of the Comprehensive Planning process, and the meeting schedule of each sub-committee. He further reported that the Planning and Zoning Department's budget will be approved by June 30th. Changes have been made to the budget and copies will be available at the June 6th Planning Commission meeting. Also under Staff Items, Mr. Reuter distributed copies of the Planning Commission Journal for informational purposes, and presented the Transportation Traffic Analysis Zone Map which includes building permit information, census data, growth and zones.

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#### **COMMISSION ITEMS**

Mr. Richard Parker stated in light of the controversy surrounding the appointment of the Comprehensive Plan Sub-Committees, he would like to offer a motion that the current Glynn County Comprehensive Plan Sub-Committees be approved as appointed. The motion was seconded by Ms. Glenda Jones and unanimously adopted.

Mr. Fell advised that Mr. Atkinson had to withdraw from the Conservation/Historic Preservation Sub-Committee for various reasons. He then requested that Ms. Eileen Hutchinson be appointed to fill that vacancy. Mr. Fell also reported that he was asked to

confer with Mr. Vernon Lewis to determine if the sidewalk at Island Depot is owned by Glynn County. He stated Mr. Lewis has not gotten back with him on this issue. Mr. Reuter explained that Mr. Lewis is in the process of obtaining an accurate survey. Mr. Fell also stated the hazardous conditions at that location still exists. He pointed out that the Village Ordinance was established in an effort to have the area look as attractive as possible. He stated there should be a clause that says "either keep it in good condition or take it down." Chairman Stewart asked Mr. Reuter to confer with Mr. Lewis on this issue and perhaps present an update at the next Planning Commission meeting.

Mr. Fell had comments regarding conditions placed on property owned by Bill Strother. Mr. Reuter advised that the Board of Appeals placed the condition on the request and it would be addressed by the Building Official.

Chairman Stewart stated that the sign situation relating to the Village Ordinance will continue to be a problem, therefore he would like to request staff to recommend that the 60 day time period be changed to include up to 6 months and at the discretion of the Planning Commission. Mr. Reuter agreed to confer with the County Attorney on this issue and report back to the Planning Commission.

Mr. Noel had comments regarding the views of the Airport Commission's proposal for the zoning text and use of the land along Demere Road. He stated that at the time of discussion, Mr. Gary Moore stated that the Airport Commission would hold public hearings on its long-range plan at a future date. Mr. Noel stated when the Airport Commission's Master Plan was accepted by the county he objected because there had not been any public hearings. He stated there have been individual information public meetings to discuss the land along Demere Road, but not to discuss the plan. Mr. Noel stated perhaps the Planning Commission or the County Commission should write a letter to the Airport Commission and ask when the public hearings will be held. **Mr. Noel stated he would like to request that the Planning Official arrange for public hearings on The Airport Master Plan as part of the update of the Glynn County Comprehensive Master Plan.**

Mr. Reuter pointed out that one public meeting was held at Demere Annex. There was a brief discussion on transportation planning and some discussion on the airport, but that meeting was held to discuss the airport plan in general. However, Mr. Noel stated that the meeting was not advertised as such and was not discussed as such. Mr. Reuter stated the airport plan will be discussed at the Community Facilities Sub-Committee meeting. Mr. Noel stated that would probably be a good time to discuss the plan.

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There being no further business to discuss, the meeting adjourned at 11:00 a.m.