



**CITY OF PORT WENTWORTH**  
**CITY COUNCIL**  
**DECEMBER 19, 2024**

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**Council Meeting Room**

**Regular Session**

**7:00 PM**

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**7224 GA HIGHWAY 21**  
**PORT WENTWORTH, GA 31407**

- 1. CALL MEETING TO ORDER**
- 2. PRAYER AND PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL - CLERK OF COUNCIL**
- 4. APPROVAL OF AGENDA**
- 5. RECOGNITION OF SPECIAL GUESTS**
- 6. PUBLIC COMMENTS - REGISTERED SPEAKERS**
- 7. ELECTIONS & APPOINTMENTS**
- 8. ADOPTION OF MINUTES**
  - A. Regular Council Meeting Minutes - November 21, 2024**
- 9. COMMUNICATIONS & PETITIONS**
- 10. COMMITTEE REPORTS**
- 11. CONSENT AGENDA**
  - A. Well Permit Applications for residents at Hwy 30 and Meinhard Rd.
  - B. City Council 2025 Meeting Dates
  - C. First Responder PTSD Insurance Program-Effective 01/01/2025
- 12. UNFINISHED BUSINESS**
  - A. Amend the City of Port Wentworth Zoning Ordinance-2nd Reading
  - B. Amendment to the Nuisance Ordinance-2nd Reading
  - C. Budget Amendment For The Years Ending 6/30/2024 and 6/30/2025-2nd Reading
    - Public Hearing
- 13. NEW BUSINESS**
  - A. Maupin Engineering as Agent for PW Hotel, LLC, requests the approval of a General Site Plan for

"Spring Hill TP - 18969 Magellan Blvd Hotel". PIN# 7-0037-02-016, located at 18969 Magellan Boulevard in the 3rd Council District, zoned C-2.

- B. Maupin Engineering as Agent for SavLot7, LLC, requests the approval of a General Site Plan for "Magellan Blvd Lot #7". PIN# 7-0037-02-013, located on Magellan Boulevard in the 3rd Council District, zoned C-2.
- C. Continental Properties as Agent for the Estate of Thomas L. Exley Sr. and Thomas L. Exley Jr., requests the approval of a General Site Plan. PIN# 7-0906-01-029, located off Highway 21 in the 1st Council District, zoned R-5.
- D. Maupin Engineering as Agent for RxNow, LLC, requests the approval of a General Site Plan for "Cherokee Growth" with a petition of modification from Sections 10.50B and 8.20C. PIN# 7-0906-04-044, located at 7896 Highway 21 in the 4th Council District, zoned PUD (Rice Hope - Commercial).

#### **14. RESOLUTIONS/ORDINANCES/PROCLAMATIONS**

#### **15. EXECUTIVE SESSION**

- A. Litigation**
- B. Personnel**
- C. Real Estate**

#### **16. ADJOURNMENT**



**City Council**  
7224 GA Highway 21  
Port Wentworth, GA 31407

Meeting: 12/19/24  
Department: Public Works  
Category: Ordinance  
Prepared By: Omar Senati Martinez  
Department Head: Reginald Bush Jr.

**SCHEDULED**

**AGENDA ITEM (ID )**

DOC ID:

**Well Permit Applications for residents at Hwy 30 and Meinhard Rd.**

**Issue/Item:** Well Permit Application for the following address

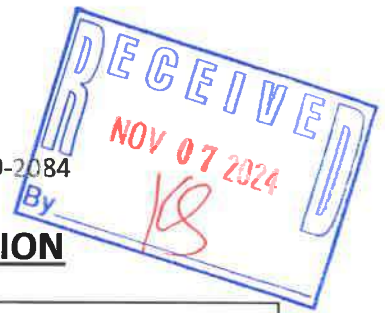
- 1- 743 Hwy 30
- 2- 745 Hwy 30
- 3- 747 Hwy 30
- 4- 1126 Meinhard Rd.

**Background:** Currently the residents are using a shared private well for water to their property. The current shared well is located on the 1112 Meinhard Rd. property and has been sold.

**Facts and Finding:** This property does not have access to City utilities. The properties owners retained a well driller who will, upon City approval, install the new well on their property.

**Funding:**

**Recommendation:**



### BUILDING AND DEVELOPMENT PERMIT APPLICATION

TYPE OF PERMIT			
<input type="checkbox"/> Single Family	<input type="checkbox"/> Fire Sprinkler	<input type="checkbox"/> Driveway Pipe	<input type="checkbox"/> Electrical
<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Pool	<input type="checkbox"/> Air Curtain Destructor	<input type="checkbox"/> Plumbing
<input type="checkbox"/> Commercial	<input type="checkbox"/> Landfills, Mining, Ponds	<input type="checkbox"/> Addition	<input type="checkbox"/> Mechanical
<input type="checkbox"/> Fire Alarm	<input type="checkbox"/> Accessory Building	<input type="checkbox"/> Moving of House	<input checked="" type="checkbox"/> Other <u>Private Well</u>
<input type="checkbox"/> Demolition	<input type="checkbox"/> Dock	<input type="checkbox"/> Moving of Bldg/Structure	_____
<input type="checkbox"/> Manufactured Home – Year _____	_____	Model _____	_____

Date: 11/5/24 Estimated Value\*: 11,000 Permit No: 240959

*\*If in the opinion of the Building Inspector or City Administrator, the valuation of the building, alteration or structure appears to be underestimated on the application, the City will utilize the Marshall and Swift's Residential Cost Handbook and Marshall and Swift Valuation Service to determine the valuation. The valuation from Marshall and Swift will be the basis for permit issuance. Valuation from Marshall and Swift is determined by final cost to the buyer/owner of the structure.*

Address of Building/Structure: 743 GA HWY 30

Lot #: 4 Subdivision: \_\_\_\_\_

PIN #: \_\_\_\_\_ Zoning: R-A Flood Zone: No

Setbacks: F \_\_\_\_\_ R \_\_\_\_\_ S \_\_\_\_\_ Total Sq. Ft. of Lot: 35,038

Heated Sq. Ft: 1512 Non-Heated Sq. Ft: \_\_\_\_\_

Total Sq. Ft. of Building / Addition: Ø No. of Stories: 1

Bedrooms: 4 Bathrooms: 2 Fireplaces: Ø

- Sewer  Septic\*\*  Sprinkler System  Fire Alarm
- Public Water  Private Well  Automatic Fire Control System

**USE:**

- Single Family Residence  Office  Duplex  Factory  Screen Rm.
- Apartment  Warehouse  Private Garage  Auto Storage  Svc. Change
- Storage Building  Repair Garage  Church  Service Station  Pressure
- Accessory Building  Hotel / Motel  Other: \_\_\_\_\_

**TYPE OF CONSTRUCTION:**

- Erect  Repair  Alter  Make Addition To  Demolish  Move

Please provide Name, Address & Phone Number for the following: (Should be filled out completely before review)

OWNER: Linsey Ronk Phone #: 912-856-2730

Address: 218 Dean Drive City, State, Zip: Guyton, GA 31312

ARCHITECT: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

CONTRACTOR: Noel Creasy Well Drilling Phone #: 912-682-0138

Address: 1380 Bragan Rd. City, State, Zip: Statesboro, GA 30458

ELECTRICAL CONTRACTOR: Self Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

PLUMBING CONTRACTOR: Self Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

MECHANICAL CONTRACTOR: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

*A Site Plan and two (2) complete sets of plans must accompany this application. This form must be filled out completely before consideration of application. Construction in some areas may impact wetlands and require a 404 permit from the Corps of Engineers. Permit Holder agrees to hold the City of Port Wentworth harmless on any construction covered by this permit resulting in construction in wetlands. This permit becomes null and void if work or construction authorized is not commenced within a one (1) year period.*

*In consideration of the granting of the above requested permit, I do hereby agree that I will in all respects construct the work in accordance with the above statement and the Plans and Specifications herewith submitted, and filed with the City of Port Wentworth, and in compliance with all the state and local laws and ordinances.*

Linsey Ronk  
Signature of Applicant

Linsey Ronk  
Print Name

218 Dean Drive  
Address

Guyton, GA 31312  
City, State & Zip Code

912-856-2730  
Contact Number

linseyronk@yahoo.com  
Email Address

**FEES:**

Permit Fee:	\$ _____
Admin Fee:	\$ _____
Plan Check Fee:	\$ _____
Tap Fee:	\$ _____
Aid-to-Const:	\$ _____
Other:	\$ _____
<b>Total:</b>	<b>\$ PAID 192.50</b>
Date:	_____

**APPROVED:**

\_\_\_\_\_  
Building Inspector

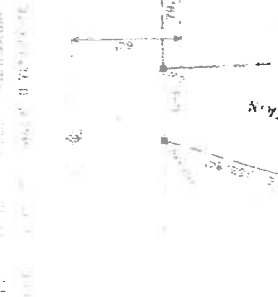
Date: \_\_\_\_\_

**NOTES:**

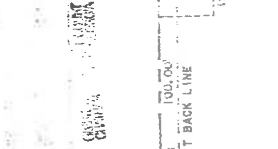
11 001 LOCATION OF LOT 1



11 002 LOCATION OF LOT 2



11 003 LOCATION OF LOT 3



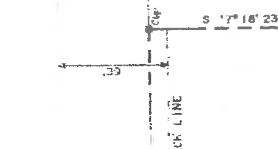
11 004 LOCATION OF LOT 4



11 005 LOCATION OF LOT 5



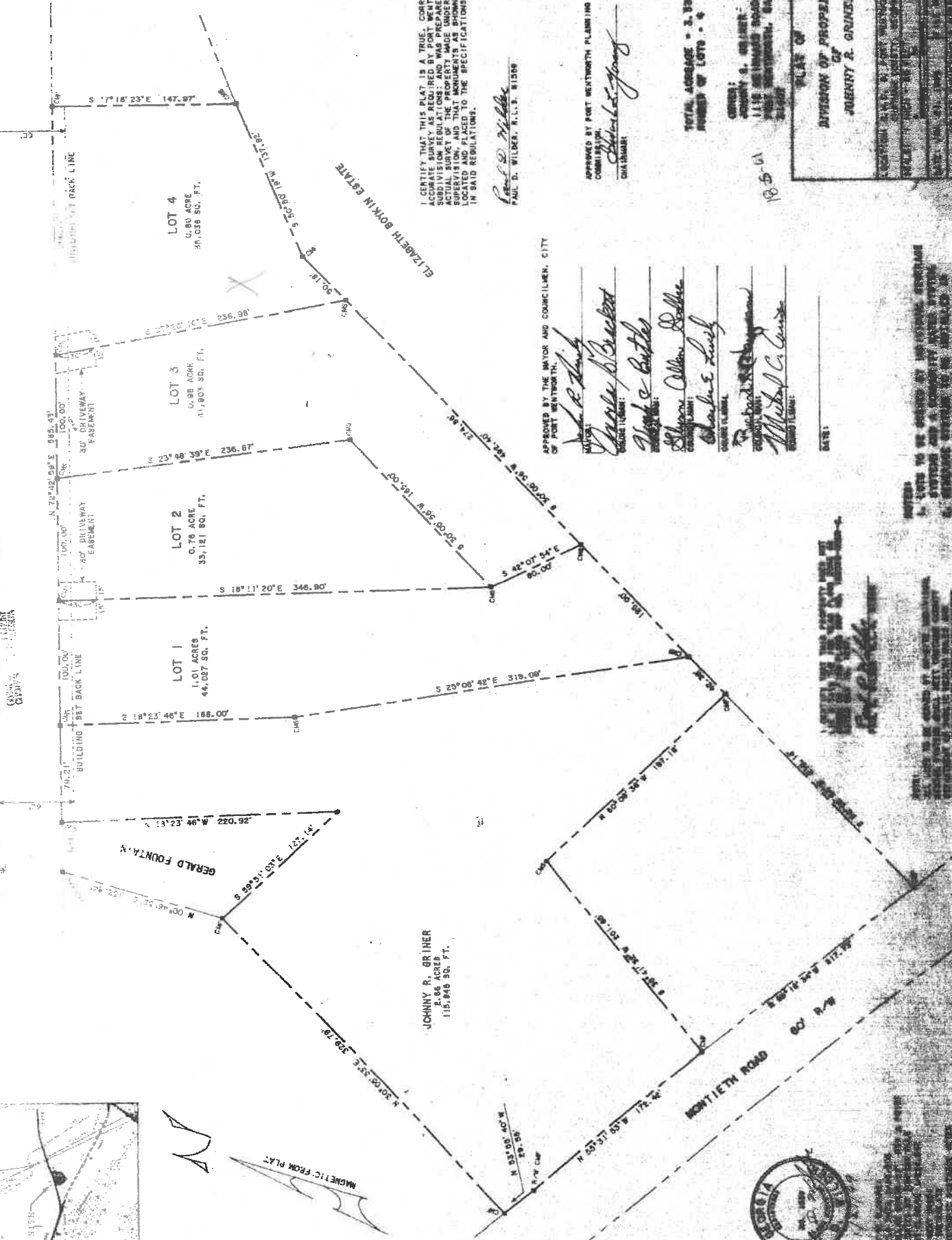
11 006 LOCATION OF LOT 6



11 007 LOCATION OF LOT 7



GEORGIA HIGHWAY #20 150' R/W



GERALD FOUNTAIN

ELIZABETH BOYKIN ESTATE

JOHNNY P. GRINER  
116,948 SQ. FT.

I CERTIFY THAT THIS PLAT IS A TRUE, CORRECT AND ACCURATE SURVEY AS REQUIRED BY PORT WENTWORTH SUBDIVISION REGULATIONS AND THAT MONUMENTS AS SHOWN HAVE BEEN LOCATED AND PLACED TO THE SPECIFICATIONS SET FORTH IN SAID REGULATIONS.

Paul D. Miller  
PAUL D. MILLER, R.L.S., #15598

APPROVED BY THE MAYOR AND COUNCILMEN, CITY OF PORT WENTWORTH.

Mayor: *John R. Smith*  
Councilmen: *Charles B. Burt*, *Charles E. Smith*, *John A. Smith*, *John A. Smith*  
City Clerk: *Michael C. Lewis*

APPROVED BY PORT WENTWORTH PLANNING COMMISSION.  
*John A. Smith*  
CITY CLERK

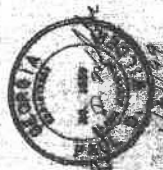
TOTAL ACREAGE = 3.55 ACRES  
NUMBER OF LOTS = 4

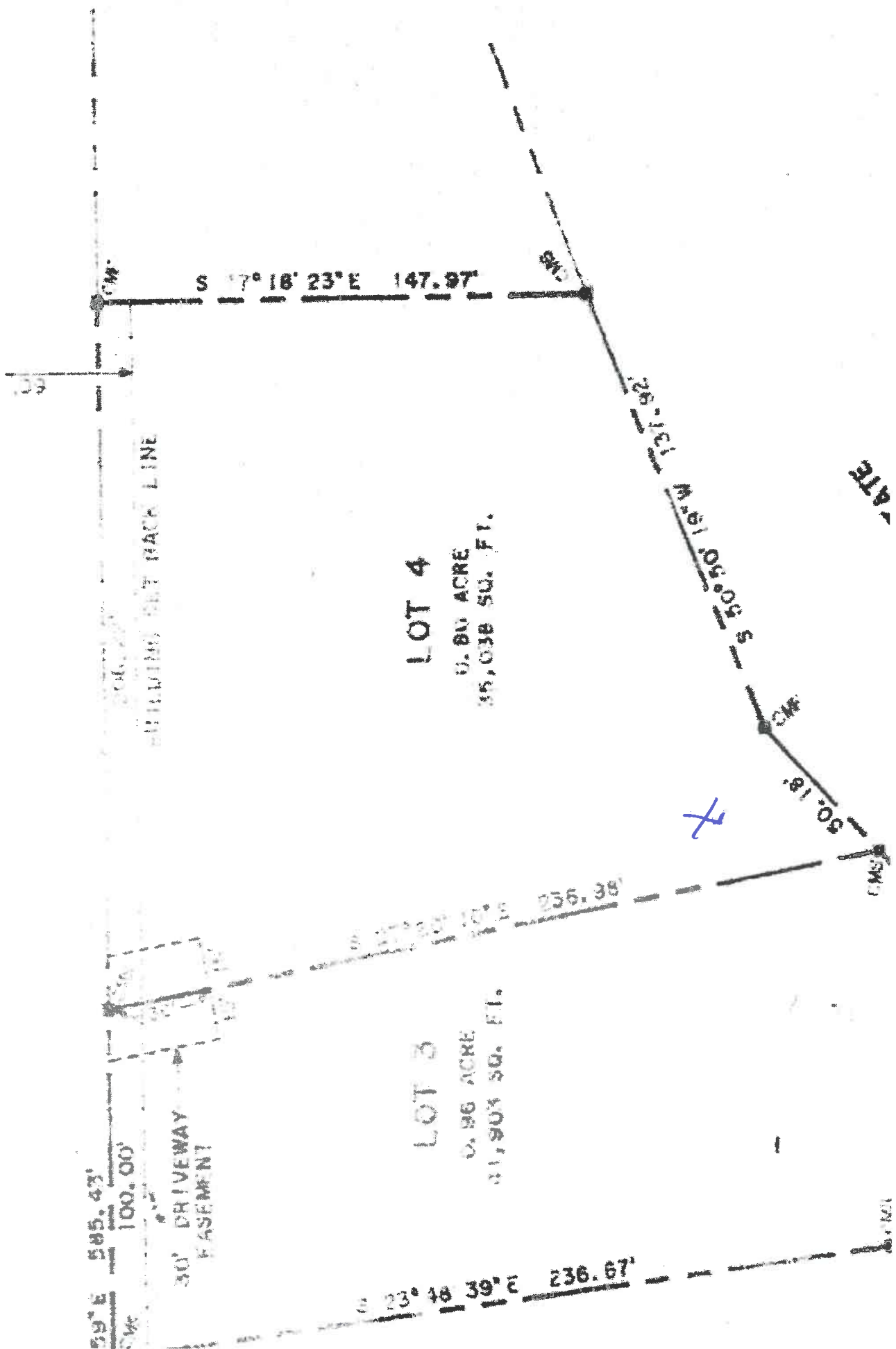
OWNER:  
JOHNNY P. GRINER  
116 MONTICELLO ROAD  
PORT WENTWORTH, GA.  
30129

195-61

PLAT OF  
DIVISION OF PROPERTY  
OF  
JOHNNY P. GRINER

NOTICE TO BE ORDERED BY THE BOARD OF SUPERVISORS OF THE CITY OF PORT WENTWORTH, GEORGIA, THAT THE PLAT OF THE PROPERTY HEREIN IS SUBJECT TO THE PLAT OF THE CITY OF PORT WENTWORTH, GEORGIA, AND THAT THE PLAT OF THE PROPERTY HEREIN IS SUBJECT TO THE PLAT OF THE CITY OF PORT WENTWORTH, GEORGIA.





STATE OF GEORGIA  
WATER WELL STANDARDS ADVISORY COUNCIL

WATER WELL CONTRACTOR

GA LICENSE NUMBER: 393

EFFECTIVE: July 1, 2023      EXPIRES: June 30, 2025

NOEL CREASY  
NOEL CREASY WELL DRILLING  
1380 BRAGAN RD  
STATESBORO, GA 30458

*Don Elden*

Chairman

*J Edward Root*

Chief Administrative Officer

Water Well Standards Advisory Council

Georgia Environmental Protection Division

**BUILDING AND DEVELOPMENT PERMIT APPLICATION**



TYPE OF PERMIT		
<input type="checkbox"/> Single Family	<input type="checkbox"/> Fire Sprinkler	<input type="checkbox"/> Driveway Pipe
<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Pool	<input type="checkbox"/> Air Curtain Destructor
<input type="checkbox"/> Commercial	<input type="checkbox"/> Landfills, Mining, Ponds	<input type="checkbox"/> Addition
<input type="checkbox"/> Fire Alarm	<input type="checkbox"/> Accessory Building	<input type="checkbox"/> Moving of House
<input type="checkbox"/> Demolition	<input type="checkbox"/> Dock	<input type="checkbox"/> Moving of Bldg/Structure
<input type="checkbox"/> Manufactured Home – Year _____	Model _____	<input type="checkbox"/> Electrical
		<input type="checkbox"/> Plumbing
		<input type="checkbox"/> Mechanical
		<input checked="" type="checkbox"/> Other <u>deep well</u>

Date: 10-16-24 Estimated Value\*: 9000.00 Permit No: \_\_\_\_\_

*\*If in the opinion of the Building Inspector or City Administrator, the valuation of the building, alteration or structure appears to be underestimated on the application, the City will utilize the Marshall and Swift's Residential Cost Handbook and Marshall and Swift Valuation Service to determine the valuation. The valuation from Marshall and Swift will be the basis for permit issuance. Valuation from Marshall and Swift is determined by final cost to the buyer/owner of the structure.*

Address of Building/Structure: 745 Hwy 30 Pt. Wentworth, Ga.

Lot #: \_\_\_\_\_ Subdivision: \_\_\_\_\_

PIN #: \_\_\_\_\_ Zoning: \_\_\_\_\_ Flood Zone: \_\_\_\_\_

Setbacks: F \_\_\_\_\_ R \_\_\_\_\_ S \_\_\_\_\_ Total Sq. Ft. of Lot: \_\_\_\_\_

Heated Sq. Ft.: \_\_\_\_\_ Non-Heated Sq. Ft.: \_\_\_\_\_

Total Sq. Ft. of Building / Addition: \_\_\_\_\_ No. of Stories: \_\_\_\_\_

Bedrooms: \_\_\_\_\_ Bathrooms: \_\_\_\_\_ Fireplaces: \_\_\_\_\_

Sewer  Septic\*\*  Sprinkler System  Fire Alarm

Public Water  Private Well  Automatic Fire Control System

**USE:**

- |                                                             |                                        |                                         |                                          |                                      |
|-------------------------------------------------------------|----------------------------------------|-----------------------------------------|------------------------------------------|--------------------------------------|
| <input checked="" type="checkbox"/> Single Family Residence | <input type="checkbox"/> Office        | <input type="checkbox"/> Duplex         | <input type="checkbox"/> Factory         | <input type="checkbox"/> Screen Rm.  |
| <input type="checkbox"/> Apartment                          | <input type="checkbox"/> Warehouse     | <input type="checkbox"/> Private Garage | <input type="checkbox"/> Auto Storage    | <input type="checkbox"/> Svc. Change |
| <input type="checkbox"/> Storage Building                   | <input type="checkbox"/> Repair Garage | <input type="checkbox"/> Church         | <input type="checkbox"/> Service Station | <input type="checkbox"/> Pressure    |
| <input type="checkbox"/> Accessory Building                 | <input type="checkbox"/> Hotel / Motel | <input type="checkbox"/> Other: _____   |                                          |                                      |

**TYPE OF CONSTRUCTION:**

- Erect  Repair  Alter  Make Addition To  Demolish  Move

Please provide Name, Address & Phone Number for the following: (Should be filled out completely before review)

OWNER: Carla Nelson Phone #: (912) 531-9429

Address: 23337 Ga. Hwy 46 City, State, Zip: Pembroke, Ga 31321

ARCHITECT: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

CONTRACTOR: Creasy Well Drilling Phone #: 912 839-3174

Address: 1380 Bragan Rd City, State, Zip: Statesburg Ga. 30458

ELECTRICAL CONTRACTOR: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

→ PLUMBING CONTRACTOR: Fran self Phone #: \_\_\_\_\_


Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

MECHANICAL CONTRACTOR: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

**A Site Plan and two (2) complete sets of plans must accompany this application. This form must be filled out completely before consideration of application. Construction in some areas may impact wetlands and require a 404 permit from the Corps of Engineers. Permit Holder agrees to hold the City of Port Wentworth harmless on any construction covered by this permit resulting in construction in wetlands. This permit becomes null and void if work or construction authorized is not commenced within a one (1) year period.**

**In consideration of the granting of the above requested permit, I do hereby agree that I will in all respects construct the work in accordance with the above statement and the Plans and Specifications herewith submitted, and filed with the City of Port Wentworth, and in compliance with all the state and local laws and ordinances.**

  
Signature of Applicant

Carla Nelson  
Print Name

23337 Ga. Hwy 46  
Address

Pembroke Ga. 31321  
City, State & Zip Code

(912) 531-9429  
Contact Number

carlasfurniture7000@gmail.com  
Email Address

**FEES:**

Permit Fee:	\$ _____
Admin Fee:	\$ _____
Plan Check Fee:	\$ _____
Tap Fee:	\$ _____
Aid-to-Const:	\$ _____
Other:	\$ _____
<b>Total:</b>	<b>\$ _____</b>
Date	_____

**APPROVED:**

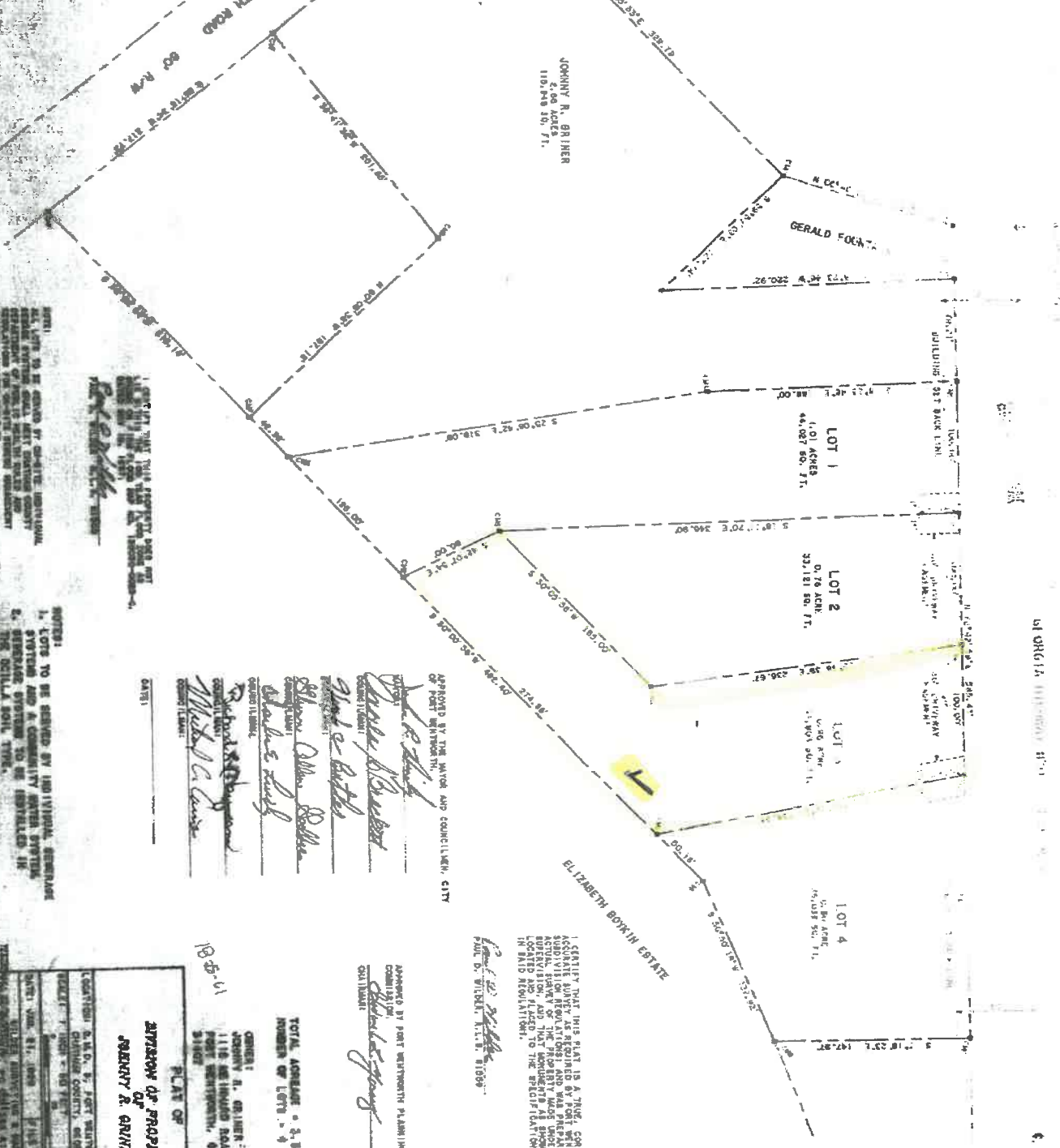
\_\_\_\_\_  
Building Inspector

Date: \_\_\_\_\_

**NOTES:**



THIS PLAN IS A PRELIMINARY PLAN AND IS NOT TO BE CONSIDERED A FINAL PLAN. THE SURVEYOR GENERAL'S OFFICE IS NOT RESPONSIBLE FOR THE ACCURACY OF THIS PLAN. THE SURVEYOR GENERAL'S OFFICE IS NOT RESPONSIBLE FOR THE ACCURACY OF THIS PLAN.



JOHNNY R. GRINER  
2.00 ACRES  
110,000 SQ. FT.

GERALD FOUNTAIN

LOT 1  
1.01 ACRES  
44,021 SQ. FT.

LOT 2  
0.78 ACRES  
33,181 SQ. FT.

LOT 3  
0.46 ACRES  
19,971 SQ. FT.

LOT 4  
0.34 ACRES  
14,797 SQ. FT.

APPROVED BY THE MAYOR AND COUNCILMEN, CITY OF PORT WENTWORTH.

*[Signatures of City Officials]*  
 Mayor: *[Signature]*  
 Councilmen: *[Signatures]*

1. CERTIFY THAT THIS PLAT IS A TRUE, CORRECT AND ACCURATE SURVEY AS REQUIRED AND PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY PERSONAL SUPERVISION, AND THAT NO MODIFICATION HAS BEEN MADE SINCE THE DATE OF THE SURVEY AND THAT THE PLAT IS IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE SURVEYOR GENERAL'S OFFICE.

PAUL D. WILKINSON, SURVEYOR GENERAL

APPROVED BY THE MAYOR AND COUNCILMEN, CITY OF PORT WENTWORTH.

TOTAL ACRES = 2.33 ACRES  
 NUMBER OF LOTS = 4

OWNER:  
 JOHNNY R. GRINER  
 1116 WINDWARD ROAD  
 PORT WENTWORTH, GA.  
 31507

PLAT OF  
 SYSTEM OF PROPERTY  
 JOHNNY R. GRINER

CONVEYED S.W.D. BY PORT WENTWORTH, GEORGIA COUNTY, GEORGIA	FILE NO.
BOOK 17, PAGE 103	110-0000
DATE: MAR. 31, 2009	FILE NO. BOOK
1116 WINDWARD ROAD	110-0000
PORT WENTWORTH, GA.	110-0000



**Bulloch County**  
115 North Main St., Statesboro, GA 30458  
(912) 489-1356

**Occupational Tax Certificate**

**2025**

**Business Name:** CREASY WELL DRILLING  
**Business Location:** 1380 BRAGAN RD  
STATESBORO, GA 30458  
**Owner:**  
**License Number:** CONSPCL-000071-2024  
**Issued Date:** 10/17/2024  
**Expiration Date:** 6/30/2025

**Mailing Address:** 1380 BRAGAN RD  
STATESBORO, GA 30458



**License Type:** Specialty Trade Contractors  
**Classification:** Other Specialty Trade Contractors  
**Fees Paid:** \$50.00

A handwritten signature in black ink, appearing to read "James P. ...".

\_\_\_\_\_  
Planning and Development Director

**This license is not transferable and is subject to be revoked if abused**

**TO BE POSTED IN A CONSPICUOUS PLACE**

STATE OF GEORGIA  
WATER WELL STANDARDS ADVISORY COUNCIL

WATER WELL CONTRACTOR

GA LICENSE NUMBER: 393

EFFECTIVE: July 1, 2023 EXPIRES: June 30, 2025

NOEL CREASY  
NOEL CREASY WELL DRILLING  
1380 BRAGAN RD  
STATESBORO, GA 30458

*Don Ecker*  
Chairman

*J Edward Rooks*  
Chief Administrative Officer

**CREASY WELL DRILLING 10466**

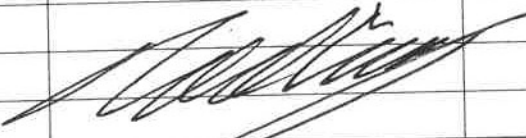
**NOEL CREASY**

WATER WELL DRILLING • PUMPS • PIPE AND FITTINGS  
 1380 BRAGAN ROAD • STATESBORO, GEORGIA 30458  
 (AT DENMARK)  
 PHONE (912) 839-3174

Date 10-23-24

Carla Nelson  
745 HWY 30  
Port Wentworth GA 31407

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD.	PAID OUT
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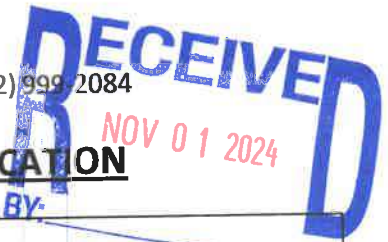
QTY	NUMBER	DESCRIPTION	PRICE	AMOUNT
		ONE 4" Deep Well Drilled Approx 380 Feet. Cased Approx 280 Feet with 4" SCH 40 PVC Well casing ONE 1 Hp Goulds Submersible pump set on 1/4" SCH 80 Pipe and ONE 120 GALLON GALV. TANK installed		
				

RECEIVED BY

TAX

TOTAL 0

*Thank You!*



**BUILDING AND DEVELOPMENT PERMIT APPLICATION**

BY:

**TYPE OF PERMIT**

- |                                                         |                                                   |                                                   |                                                            |
|---------------------------------------------------------|---------------------------------------------------|---------------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Single Family                  | <input type="checkbox"/> Fire Sprinkler           | <input type="checkbox"/> Driveway Pipe            | <input type="checkbox"/> Electrical                        |
| <input type="checkbox"/> Multi-Family                   | <input type="checkbox"/> Pool                     | <input type="checkbox"/> Air Curtain Destructor   | <input type="checkbox"/> Plumbing                          |
| <input type="checkbox"/> Commercial                     | <input type="checkbox"/> Landfills, Mining, Ponds | <input type="checkbox"/> Addition                 | <input type="checkbox"/> Mechanical                        |
| <input type="checkbox"/> Fire Alarm                     | <input type="checkbox"/> Accessory Building       | <input type="checkbox"/> Moving of House          | <input checked="" type="checkbox"/> Other <u>Deep well</u> |
| <input type="checkbox"/> Demolition                     | <input type="checkbox"/> Dock                     | <input type="checkbox"/> Moving of Bldg/Structure |                                                            |
| <input type="checkbox"/> Manufactured Home – Year _____ |                                                   | Model _____                                       |                                                            |

Date: 10/1/24 Estimated Value\*: \$10,500<sup>00</sup> Permit No: 240944

*\*If in the opinion of the Building Inspector or City Administrator, the valuation of the building, alteration or structure appears to be underestimated on the application, the City will utilize the Marshall and Swift's Residential Cost Handbook and Marshall and Swift Valuation Service to determine the valuation. The valuation from Marshall and Swift will be the basis for permit issuance. Valuation from Marshall and Swift is determined by final cost to the buyer/owner of the structure.*

Address of Building/Structure: 747 GA HWY 30

Lot #: \_\_\_\_\_ Subdivision: \_\_\_\_\_

PIN #: \_\_\_\_\_ Zoning: \_\_\_\_\_ Flood Zone: \_\_\_\_\_

Setbacks: F \_\_\_\_\_ R \_\_\_\_\_ S \_\_\_\_\_ Total Sq. Ft. of Lot: \_\_\_\_\_

Heated Sq. Ft.: \_\_\_\_\_ Non-Heated Sq. Ft.: \_\_\_\_\_

Total Sq. Ft. of Building / Addition: \_\_\_\_\_ No. of Stories: \_\_\_\_\_

Bedrooms: 2 Bathrooms: 2 Fireplaces: 0

- Sewer     Septic\*\*     Sprinkler System     Fire Alarm  
 Public Water     Private Well     Automatic Fire Control System

**USE:**

- |                                                             |                                        |                                         |                                          |                                      |
|-------------------------------------------------------------|----------------------------------------|-----------------------------------------|------------------------------------------|--------------------------------------|
| <input checked="" type="checkbox"/> Single Family Residence | <input type="checkbox"/> Office        | <input type="checkbox"/> Duplex         | <input type="checkbox"/> Factory         | <input type="checkbox"/> Screen Rm.  |
| <input type="checkbox"/> Apartment                          | <input type="checkbox"/> Warehouse     | <input type="checkbox"/> Private Garage | <input type="checkbox"/> Auto Storage    | <input type="checkbox"/> Svc. Change |
| <input type="checkbox"/> Storage Building                   | <input type="checkbox"/> Repair Garage | <input type="checkbox"/> Church         | <input type="checkbox"/> Service Station | <input type="checkbox"/> Pressure    |
| <input type="checkbox"/> Accessory Building                 | <input type="checkbox"/> Hotel / Motel | <input type="checkbox"/> Other: _____   |                                          |                                      |

**TYPE OF CONSTRUCTION:**

- Erect     Repair     Alter     Make Addition To     Demolish     Move

Please provide Name, Address & Phone Number for the following: (Should be filled out completely before review)

OWNER: Richard S Ferraro Phone #: 912-667-3250

Address: 747 GA Hwy 30 City, State, Zip: Port Wentworth GA 31407

ARCHITECT: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

CONTRACTOR: Shepard Well & Pump Service Phone #: 912-690-2484

Address: 290 Shepard Switch Rd City, State, Zip: Sylvania GA, 30467

ELECTRICAL CONTRACTOR: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

PLUMBING CONTRACTOR: \_\_\_\_\_ Phone #: \_\_\_\_\_

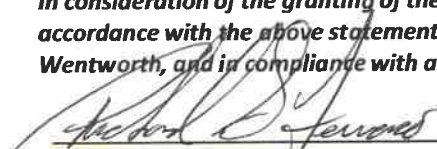
Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

MECHANICAL CONTRACTOR: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

**A Site Plan and two (2) complete sets of plans must accompany this application. This form must be filled out completely before consideration of application. Construction in some areas may impact wetlands and require a 404 permit from the Corps of Engineers. Permit Holder agrees to hold the City of Port Wentworth harmless on any construction covered by this permit resulting in construction in wetlands. This permit becomes null and void if work or construction authorized is not commenced within a one (1) year period.**

**In consideration of the granting of the above requested permit, I do hereby agree that I will in all respects construct the work in accordance with the above statement and the Plans and Specifications herewith submitted, and filed with the City of Port Wentworth, and in compliance with all the state and local laws and ordinances.**

  
Signature of Applicant

Richard S Ferraro  
Print Name

747 GA HWY 30  
Address

PortWentworth GA 31407  
City, State & Zip Code

912-667-3250  
Contact Number

Richard F912@GMAIL.COM  
Email Address

**FEES:**

Permit Fee:	\$ _____
Admin Fee:	\$ _____
Plan Check Fee:	\$ _____
Tap Fee:	\$ _____
Aid-to-Const:	\$ _____
Other:	\$ _____
<b>Total:</b>	\$ _____
Date	_____

**APPROVED:**

\_\_\_\_\_  
Building Inspector

Date: \_\_\_\_\_

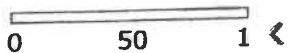
**NOTES:**



Find an Address, PIN, or Owner |



loading...



STATE OF GEORGIA  
WATER WELL STANDARDS ADVISORY COUNCIL

WATER WELL CONTRACTOR

GA LICENSE NUMBER: 503

EFFECTIVE: July 1, 2023    EXPIRES: June 30, 2025

JOHNNY SHEPPARD  
SHEPPARD WELL & PUMP SERVICE  
290 SHEPPARD SWITCHRD  
SYLVANIA, GA 30467

*Don Elder*

Chairman

Water Well Standards Advisory Council

*J. Edward Rooks*

Chief Administrative Officer

9202 '22 100

2024

2024

Business License  
SCREVEN COUNTY, GEORGIA

ISSUED TO:

SHEPPARD WELL & PUMP  
SERVICES  
290 SHEPPARD'S SWITCH RD.



Date Issued: 12/14/2023  
Business License #: 1382  
Expires: 12/31/2024

This License Subject to all Rules and Regulations of the Screven County Commissioners.

*Michelle S. Jackson*  
AUTHORIZED SIGNATURE

MUST BE PUBLICLY DISPLAYED

CITY OF PORT WENTWORTH  
(912) 964-4379

REC#: 00470028 11/01/2024 1:17 PM  
OPER: KS TERM: 013  
REF#:

ACCT #: XXXXXXXXXXXXXXXXXXXX  
AUTH #: 087297  
TRAN #: 000000945731  
TYPE: PURCHASE

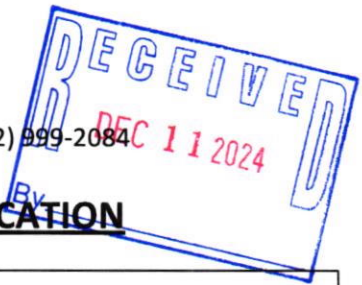
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240944 192.50CR  
FERRARO, RICHARD  
747 HIGHWAY 30  
WELL 192.50CR

TRAN: 112.1000 BP SERVICE FEE  
CC Service Fee 7.22CR

TENDERED: 199.72 CREDIT CARD  
APPLIED: 199.72-

CHANGE: 0.00

WWW.CITYOFPORTWENTWORTH.COM



**BUILDING AND DEVELOPMENT PERMIT APPLICATION**

TYPE OF PERMIT			
<input type="checkbox"/> Single Family	<input type="checkbox"/> Fire Sprinkler	<input type="checkbox"/> Driveway Pipe	<input type="checkbox"/> Electrical
<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Pool	<input type="checkbox"/> Air Curtain Destructor	<input type="checkbox"/> Plumbing
<input type="checkbox"/> Commercial	<input type="checkbox"/> Landfills, Mining, Ponds	<input type="checkbox"/> Addition	<input type="checkbox"/> Mechanical
<input type="checkbox"/> Fire Alarm	<input type="checkbox"/> Accessory Building	<input type="checkbox"/> Moving of House	<input checked="" type="checkbox"/> Other <u>wev</u>
<input type="checkbox"/> Demolition	<input type="checkbox"/> Dock	<input type="checkbox"/> Moving of Bldg/Structure	_____
<input type="checkbox"/> Manufactured Home – Year _____	Model _____	_____	_____

Date: 12-11-24 Estimated Value\*: 14,000 Permit No: 241073

*\*If in the opinion of the Building Inspector or City Administrator, the valuation of the building, alteration or structure appears to be underestimated on the application, the City will utilize the Marshall and Swift's Residential Cost Handbook and Marshall and Swift Valuation Service to determine the valuation. The valuation from Marshall and Swift will be the basis for permit issuance. Valuation from Marshall and Swift is determined by final cost to the buyer/owner of the structure.*

Address of Building/Structure: 1126 Meinhard Rd

Lot #: 13 Subdivision: Meinhard

PIN #: \_\_\_\_\_ Zoning: \_\_\_\_\_ Flood Zone: \_\_\_\_\_

Setbacks: F \_\_\_\_\_ R \_\_\_\_\_ S \_\_\_\_\_ Total Sq. Ft. of Lot: \_\_\_\_\_

Heated Sq. Ft.: \_\_\_\_\_ Non-Heated Sq. Ft.: \_\_\_\_\_

Total Sq. Ft. of Building / Addition: \_\_\_\_\_ No. of Stories: \_\_\_\_\_

Bedrooms: \_\_\_\_\_ Bathrooms: \_\_\_\_\_ Fireplaces: \_\_\_\_\_

- Sewer  Septic\*\*  Sprinkler System  Fire Alarm
- Public Water  Private Well  Automatic Fire Control System

**USE:**

- Single Family Residence  Office  Duplex  Factory  Screen Rm.
- Apartment  Warehouse  Private Garage  Auto Storage  Svc. Change
- Storage Building  Repair Garage  Church  Service Station  Pressure
- Accessory Building  Hotel / Motel  Other: \_\_\_\_\_

**TYPE OF CONSTRUCTION:**

- Erect  Repair  Alter  Make Addition To  Demolish  Move

Please provide Name, Address & Phone Number for the following: (Should be filled out completely before review)

OWNER: Tina Newman Phone #: 912 429-6082

Address: 333 Westminster Drive City, State, Zip: Jayton GA 31317

Johnny Sheppard

ARCHITECT: Sheppard Weil

Phone #: \_\_\_\_\_

Address: 290 Sheppard switch Rd City, State, Zip: Sylvania GA 30467

CONTRACTOR: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

ELECTRICAL CONTRACTOR: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

PLUMBING CONTRACTOR: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

MECHANICAL CONTRACTOR: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

**A Site Plan and two (2) complete sets of plans must accompany this application. This form must be filled out completely before consideration of application. Construction in some areas may impact wetlands and require a 404 permit from the Corps of Engineers. Permit Holder agrees to hold the City of Port Wentworth harmless on any construction covered by this permit resulting in construction in wetlands. This permit becomes null and void if work or construction authorized is not commenced within a one (1) year period.**

**In consideration of the granting of the above requested permit, I do hereby agree that I will in all respects construct the work in accordance with the above statement and the Plans and Specifications herewith submitted, and filed with the City of Port Wentworth, and in compliance with all the state and local laws and ordinances.**

Dina Newman  
Signature of Applicant

Tina Newman  
Print Name

333 Westminster Drive  
Address

Quincy GA 31312  
City, State & Zip Code

912 429-6082  
Contact Number

TNewman256@gmail.com  
Email Address

**FEES:**

Permit Fee:	\$ _____
Admin Fee:	\$ _____
Plan Check Fee:	\$ _____
Tap Fee:	\$ _____
Aid-to-Const:	\$ _____
Other:	\$ _____
<b>Total:</b>	<b>\$ 192.50</b>
Date	_____

**APPROVED:**

\_\_\_\_\_  
Building Inspector

Date: \_\_\_\_\_

**NOTES:**

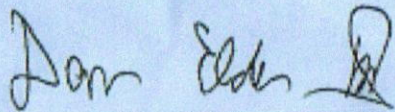
STATE OF GEORGIA  
WATER WELL STANDARDS ADVISORY COUNCIL

WATER WELL CONTRACTOR

GA LICENSE NUMBER: 503

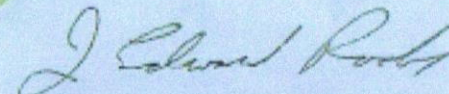
EFFECTIVE: July 1, 2023      EXPIRES: June 30, 2025

JOHNNY SHEPPARD  
SHEPPARD WELL & PUMP SERVICE  
290 SHEPPARD SWITCH RD  
SYLVANIA, GA 30467



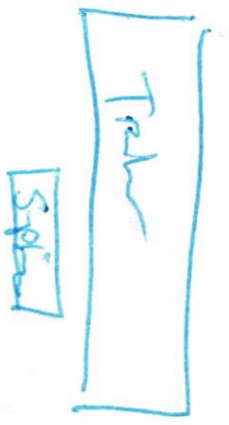
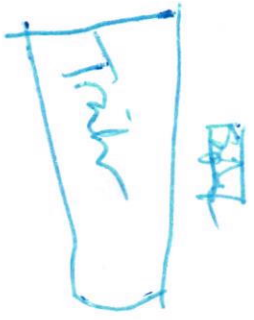
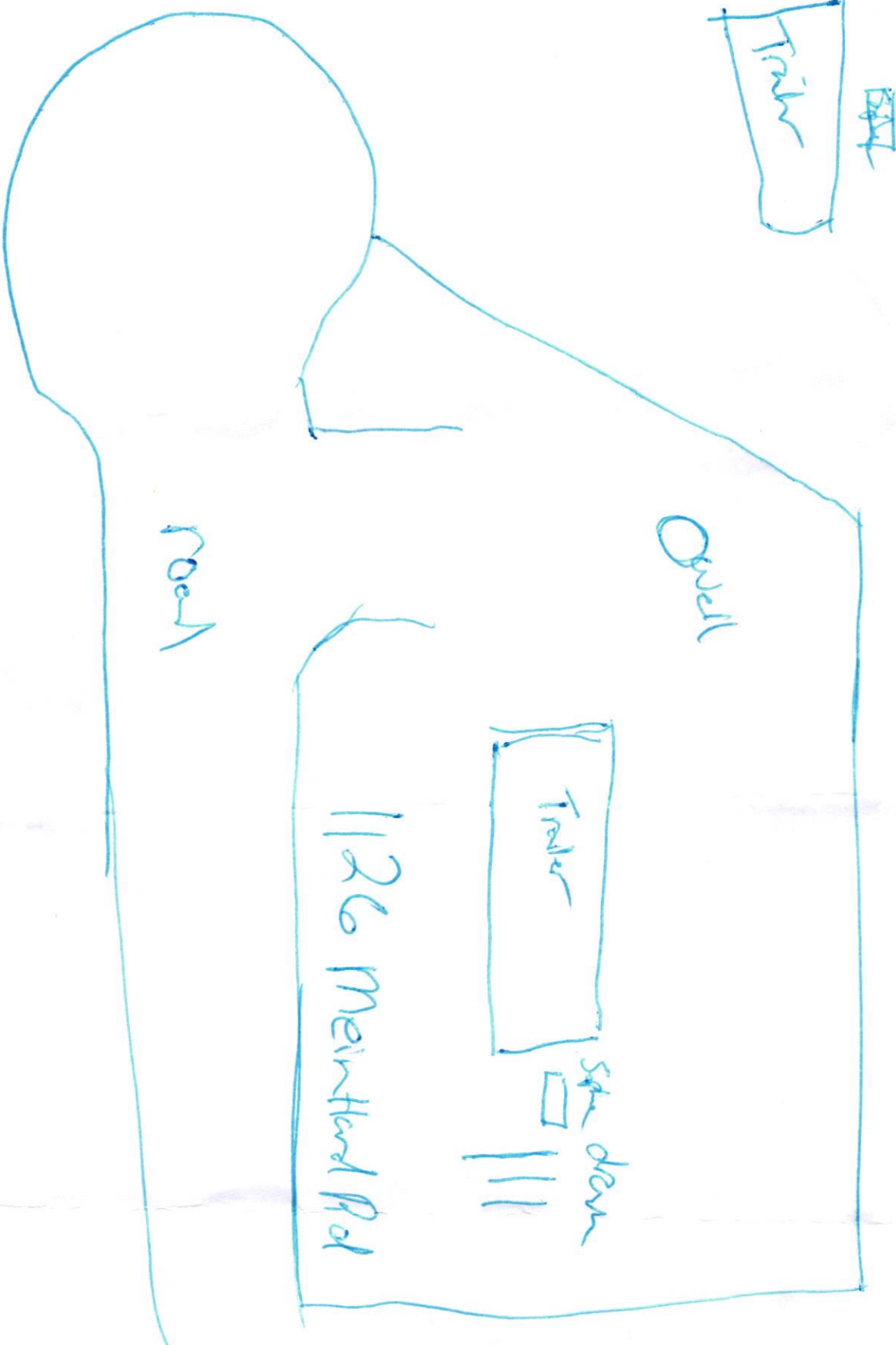
Chairman

Water Well Standards Advisory Council



Chief Administrative Officer

Georgia Environmental Protection Division





**City Council**  
7224 GA Highway 21  
Port Wentworth, GA 31407

Meeting: 12/19/24  
Department: Administration  
Category: Resolution  
Prepared By: Zahnay Smoak  
Department Head:

**SCHEDULED**

**AGENDA ITEM (ID )**

DOC ID:

**City Council 2025 Meeting Dates**

**Issue/Item:** City Council meeting dates for 2025.

**Background:** This resolution would simplify the schedule to do one City Council Meeting per month on the 3rd Thursday of the month. Except for holiday changes.

**Facts and Finding:** This resolution will set all the dates for City Council meetings for 2025.

**Funding:** N/A

**Recommendation:**

**STATE OF GEORGIA  
COUNTY OF CHATHAM  
CITY OF PORT WENTWORTH**

**A RESOLUTION SETTING THE 2025 CITY COUNCIL MEETING DATES**

**WHEREAS**, the Mayor and City Council’s Rules of Procedures calls for Regular meetings to be held each month;

**WHEREAS**, the Mayor and City Council desires to publish and make known its planned regular meetings schedule for 2025;

**WHEREAS**, the Mayor and City Council desires to provide as much notice and clarity as possible to the citizens and public regarding public meetings; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Port Wentworth, Georgia, as follows:

- I. City Council sets the following dates for its Regular Meetings for 2025, such meetings will be held at City Hall at 7:00 PM:
  - 1) Thursday, January 16, 2025
  - 2) Thursday, February 20, 2025
  - 3) Thursday, March 20, 2025
  - 4) Thursday, April 17, 2025
  - 5) Thursday, May 15, 2025
  - 6) Thursday, June 12, 2025
  - 7) Thursday, July 17, 2025
  - 8) Thursday, August 21, 2025
  - 9) Thursday, September 18, 2025
  - 10) Thursday, October 16, 2025
  - 11) Thursday, November 20, 2025
  - 12) Thursday, December 18, 2025
  
- II. Immediately preceding each Regular Meeting will be a Work Session, held at City Hall at 6:30 PM.

- III. The City Manager and City staff shall take such actions deemed necessary or advisable to provide as much notice and clarity as possible to the citizens and public regarding public meetings.
- IV. All laws and parts of laws in conflict with this Resolution are hereby repealed.
- V. This Resolution shall become effective immediately upon its passage and adoption.

**SO RESOLVED** this the 19th day of December, 2024.

Approved:

---

Gary Norton, Mayor

Attest:

---

Clerk, or City Staff



**City Council**  
7224 GA Highway 21  
Port Wentworth, GA 31407

Meeting: 12/19/24  
Department: Administration  
Category: Agreement  
Prepared By: Zahnay Smoak  
Department Head:

**SCHEDULED**

**AGENDA ITEM (ID )**

DOC ID:

**First Responder PTSD Insurance Program-Effective 01/01/2025**

**Issue/Item:** First Responder Post-Traumatic Stress Disorder Insurance Program

**Background:** On May 1, 2024, Governor Brian Kemp signed House Bill 451, The Ashley Wilson Act. The Ashley Wilson Act requires that State of Georgia and any local government or authority in the State to provide and maintain specific Post-Traumatic Stress Disorder (PTSD) insurance coverage for all “eligible first responders” as defined in O.C.G.A § 45-25-2 as of January 1, 2025. This includes all full-time, part-time and volunteer first responders.

**Facts and Finding:** Chapter 85 of Title 86 of the Official Code of Georgia Annotated allows the Association County Commissioners of Georgia ACCG – Interlocal Risk Management Agency (ACCG-IRMA), to provide coverage to counties and the Georgia Interlocal Risk Management Agency (GIRMA) to provide coverages to cities. ACCG-IRMA and GMA have established new group self-insurance funds to provide counties and cities the required coverage. Jointly, these programs are known as the Georgia First Responder PTSD Program. This program is fully insured (backed by MetLife) and satisfies all obligations of House Bill 451 – The Ashley Wilson Act.

Eligible first responder: is a first responder who experienced or was exposed to a traumatic event during the normal course of performing regular occupational or volunteer duties on behalf of a public entity and such experience resulted in a post-traumatic stress disorder, if the first responder received a diagnosis of post-traumatic stress disorder arising from such experience or exposure no later than two years after the traumatic event.

The Act requires two once-per-lifetime benefits.

- 1) Lifetime Critical Illness Lump Sum PTSD Diagnosis benefit
- 2) Lifetime Long-term PTSD Disability Benefit (Income Replacement)

The first is a \$3,000 Lump-sum benefit paid following diagnosis of occupation PTSD by a qualified diagnostician. The second is a long-term disability benefit if the eligible first responder is no longer able to perform their duties as a first responder due to their PTSD diagnosis.

**Funding:** In the current year budgetary accruals will be used.

**Recommendation:**

**GEORGIA INTERLOCAL RISK MANAGEMENT (GIRMA)  
FIRST RESPONDER PTSD APPLICATION AND PARTICIPATION AGREEMENT**

Employers eligible to participate in GIRMA (hereinafter a “Participating Employer” or “Employer”) shall complete this Application and Participation Agreement in order to purchase First Responder PTSD coverage fully insured by MetLife under the GIRMA Fund C Master Policy for a Lump Sum PTSD Diagnosis Benefit, a PTSD Disability (Income Replacement) Benefit, or a Combined Lump Sum PTSD Diagnosis Benefit and PTSD Disability (Income Replacement) Benefit. Once approved by GIRMA’s Program Administrator, the Participating Employer will receive a one-page Summary of Benefits identifying the purchased coverage(s) (the “First Responder PTSD Policy”) and a link to the Policy Certificate for the purchased coverage(s), so it may make these available to individuals performing service for them as an employed or volunteer “First Responder” as defined below (“First Responders”).

**Who Does What?**

- GIRMA is the Policyholder of a First Responder PTSD Policy insured by MetLife, which provides a Lump Sum Benefit and a Disability (Income Replacement) Benefit. These coverages together are designed to meet the requirements of the Ashley Wilson Act (the “Act”), effective January 1, 2025.
- Georgia Municipal Association, Inc., (“GMA”) is the Program Administrator for GIRMA. GMA uses information from the First Responder census data provided by the Participating Employer to bill for the premiums due under the First Responder PTSD Policy and maintains (either directly or through the broker for the First Responder PTSD Policy) Participating Employers’ Application and Participation Agreements.
- Participating Employers are responsible for providing census data to GMA’s broker that identifies all First Responders (as defined below) performing first responder services for them, classifying the First Responders by statutory definition and as employed or volunteer, and identifying those First Responders who are First Responders for another Public Entity.
- Participating Employers are responsible for submitting complete and accurate census data and paying premiums to GMA, communicating with First Responders about the coverages the Employer provides, providing the Summary of Benefits and link to the applicable Certificate to First Responders, and providing all requested information and documentation requested by GMA’s broker to ensure the census is current.
- Participating Employers are responsible for designating an authorized member of human resources staff to receive inquiries from MetLife related to work requirements or work status for disability claims and provide all information requested by MetLife for that purpose.
- To comply with the confidentiality provisions of the Act, GMA and its broker will not inform Participating Employers whether a First Responder has submitted a claim for benefits or received any such benefits.
- Participating Employers are responsible for ensuring that any information in their possession related to claims, and any other information that would reasonably identify an individual as having been diagnosed with PTSD, is used only in accordance with applicable laws and is kept confidential in the same way as mental health information related to an employer sponsored major medical plan or employee assistance program.
- Participating Employers are prohibited by law from taking any employment action solely as a result of a First Responder’s diagnosis, claims, or benefits.
- MetLife evaluates claims and pays approved claims under the First Responder PTSD Policy. All claims for benefits must be submitted to MetLife.
- First Responders do not need to inform the Participating Employer that they are making a claim.
- Neither GIRMA nor GMA have any role in claim determination or payment.

**Definition of First Responder.** A First Responder for the Participating Employer is an individual who meets one or more of the following definitions as a result of services he or she performs for the Participating Employer as an employee or volunteer:

- (A) 'Communications officer' as defined in Code Section 37-12-1;
- (B) 'Correctional officer' as defined in Code Section 45-1-8;
- (C) 'Emergency medical professional' as defined in Code Section 16-10-24.2;
- (D) 'Emergency medical technician' as defined in Code Section 16-10-24.2;
- (E) 'Firefighter' as defined in Code Section 25-4-2;
- (F) 'Highway emergency response operator' as defined in Code Section 45-1-8;
- (G) 'Jail officer' as defined in Code Section 45-1-8;
- (H) 'Juvenile correctional officer' as defined in Code Section 45-1-8;
- (I) 'Peace officer' as defined in Code Section 35-8-2;
- (J) 'Probation officer' as defined in Code Section 45-1-8; and
- (K) Law enforcement officer with the Department of Natural Resources.

### **Employer Obligations:**

- Employer shall not require any kind of contribution from First Responders for the coverage(s) provided under the First Responder PTSD Policy.
- Employer is solely responsible for identifying all First Responders (as defined above). Any questions about First Responder status should be resolved by contacting legal counsel. Participating Employers that are members of GIRMA's Property and Liability Fund may call the GIRMA HelpLine at 800-721-1998 for free legal advice about whether an individual meets the statutory definition.
- Employer is solely responsible for keeping an accurate list of all First Responders, and providing correct and complete information to GMA's broker.
- Employer shall submit initial First Responder census data to the GMA broker in the form requested, and must update this census data as requested in order to ensure that all First Responders are properly identified and classified.
- The Employer's cost for coverage under the First Responder PTSD Policy will be based on the most recent census data at the time of billing.
- Employer shall provide the Summary of Benefits and a link to the applicable Certificate to all First Responders at no charge, and shall provide a copy of the applicable Policy to First Responders upon request.
- If the Policy is terminated for any reason, Employer shall provide notification of termination to all First Responders.
- Whenever requested to do so by MetLife or GMA, Employer shall provide MetLife or GMA the information requested.

### **Benefits Exempt from Income Tax:**

- MetLife has determined that benefits it will pay under the policy are not subject to state or federal income taxation. Accordingly, MetLife will not report benefits to the IRS or withhold any amounts from benefit payments.
- MetLife will advise benefit recipients that benefits are not subject to federal or state income tax, so MetLife will not withhold taxes or provide a 1099 or W-2 or report benefit payments to the IRS. MetLife will remind benefit recipients that the benefits may offset other benefits received by the recipient or have other tax consequences and encourage them to consult their tax advisor for guidance.
- MetLife will provide a summary of benefits to the benefits recipient upon request.
- Legal counsel to GIRMA has advised GIRMA of the following:

- The Ashley Wilson Act provides that benefits payable pursuant to the Ashley Wilson Act are not subject to Georgia income tax.
- Benefits payable under the policy to First Responders (as defined in the statute) are not subject to federal income tax because the Ashley Wilson Act is a statute in the nature of a workers' compensation act under Treas. Reg. Section 1.104-1(b) and the MetLife policy bases benefits solely on diagnosis of work-related injuries or sickness as described in the Act.
- Participating Employers have no tax obligations arising from payment of benefits to their First Responders.
- A copy of the opinion letter is available upon request.

**Information Privacy and Security:**

- See the attached PTSD Privacy Notice, which will be posted on the website where policy information is published. This Notice explains the privacy requirements of the Ashley Wilson Act and how individually identifiable information is used and shared.
- As a critical illness and disability policy, the PTSD Program is not subject to the federal information privacy and security law that applies to group health plans (HIPAA). However, GMA, the GMA broker, and MetLife protect individually identifiable information and use and share it only in accordance with the privacy provisions of the Ashley Wilson Act and any other applicable privacy laws.
- Participating Employers will provide census data to GMA's broker using a secure portal established by the broker.

**Desired Coverage (See Attached Proposal for Estimated Annual Premiums):**

**Participating Employer is applying for and agreeing to purchase the First Responder PTSD Combined Lump Sum Diagnosis Benefit and PTSD Disability (Income Replacement) Benefit unless the following option is checked.**

\_\_\_\_\_ First Responder Lump Sum PTSD Diagnosis Benefit Only\* (*Alone, this coverage does NOT meet the requirements of the Ashley Wilson Act. Leave BLANK if you want the full coverage.*)

The coverage elected above automatically renews at each anniversary of the effective date, based on then current premiums established by the Program Administrator. Coverage may be terminated in accordance with the GIRMA Bylaws regarding termination of membership in a GIRMA Fund.

**On behalf of \_\_\_\_\_ [Name of Participating Employer], \_\_\_\_\_  
County, Georgia, I submit this Application and Participation Agreement and agree to its terms.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

## Privacy Notice for Georgia First Responders PTSD Program

*This Privacy Notice describes the individually identifiable information about First Responders that Program Administrators of the Georgia First Responders PTSD Program collect and how it is used and shared.*

**PROGRAM ADMINISTRATORS:** Certain employees of Georgia Municipal Association (“GMA”) and Association County Commissioners of Georgia (“ACCG”) provide administrative services for the PTSD Program. The Southeastern Series of Lockton Companies, Inc. serves as broker for the MetLife insurance policy that is offered through the PTSD Program. GMA, ACCG, and Lockton are all Program Administrators of the PTSD Program.

**PRIVACY OBLIGATIONS UNDER ASHLEY WILSON ACT:** The Ashley Wilson Act contains privacy requirements for information that “could reasonably be used to identify individuals making claims or who have made claims or who have received benefits.” These privacy requirements were included because federal privacy law (HIPAA) does not apply to the Program. Program Administrators and MetLife treat this information as “sensitive mental health information” and only use and share the information to operate the Program, prepare aggregated reports, comply with the law, or as authorized by the First Responder.

Communications between First Responders (or their representatives) and Program Administrators or MetLife are confidential and privileged.

The Act ensures that First Responders can get the lump sum benefit in a confidential manner similar to receiving mental health benefits under a group health plan (subject to HIPAA) or under an employee assistance program, and limits interactions with the employer for disability benefits to those allowed for other mental health disability benefits.

- First Responders submit their claims for benefits directly to MetLife and do not need to inform the Employer.
- MetLife will not inform Program Administrators of claims or benefits without the First Responder’s express authorization.
- MetLife and Program Administrators will never tell Employers whether a First Responder has made a claim for or received a lump sum benefit (without express authorization).
- For the disability benefit, MetLife will only communicate with a human resources contact at the Employer about work requirements and work status, which will indicate that the First Responder has submitted a claim for disability benefits.
- Due to the nature of the Program, MetLife does not need to and will not provide any reports of benefits to the IRS or the Employer.
- If an Employer learns of a claim or benefits from the First Responder or otherwise,

the Employer is prohibited by law from taking any employment action solely as a result of a First Responder's diagnosis, claims, or benefits.

- Employers are required to treat any information they may learn about claims or benefits confidentially as they would treat mental health information associated with a group health plan or employee assistance program.
- Employers are required to designate an employee who is authorized to securely submit eligibility information about First Responders to the Program Administrators' eligibility portal. This information identifies which employees and volunteers meet the definition of First Responder and does not contain any information about claims or benefits.

#### PROTECTED INDIVIDUALLY IDENTIFIABLE INFORMATION MAINTAINED BY PROGRAM ADMINISTRATORS; USE AND SHARING

**Eligibility Data:** A designated representative of each Employer that offers the Program securely submits the following information to the eligibility portal twice a year: **first and last name, social security number, date of birth, type of First Responder (by statutory definition), and employed or volunteer status.** This information is used to ensure proper billing of premiums and is securely shared with MetLife to enable MetLife to validate identity and determine eligibility for benefits when First Responders submit claims. To comply with the Act's privacy requirements, MetLife will NOT check with the Employer to determine eligibility when a claim is made.

**Information Provided by First Responder:** If a First Responder contacts a Program Administrator with questions about the Program, the Program Administrator may collect individually identifiable information necessary to answer the questions or direct the First Responder to the right resource and otherwise communicate with the First Responder. This information may include name, phone number, email, employer, employment status, and other information shared by the First Responder. This information is used to answer the questions and may be shared with other Program Administrators or MetLife as appropriate for answering the question and for customer service purposes.

**Information About First Responder Claims or Receipt of Benefits:** Program Administrators do not have access to information about whether a First Responder has submitted a claim for benefits or has received benefits unless the First Responder shares that information with the Program Administrator(s). MetLife is prohibited from sharing individually identifiable information about claims and benefits with the Program Administrators without an express written authorization from the First Responder. However, Program Administrators may learn about claims or benefits from a First Responder or someone acting on behalf of the First Responder. Program Administrators may share this information with other Program Administrators and MetLife as they deem appropriate for the operation of the Program.

**Reports that Do Not Include Direct Identifiers:** Program Administrators may request reports from MetLife that show use of benefits for purposes of evaluating the Program. These reports will not contain names or other direct identifiers. However, the reports may contain information (such as type of First Responder and geographic location of employer) that could be used with other information to identify individuals. These reports will be used as the Program Administrators deem appropriate for the operation of the Program and may be shared among the Program Administrators and with MetLife. Reports that could reasonably be used to identify an individual shall not be shared except as required by law.

#### PROTECTION OF INDIVIDUALLY IDENTIFIABLE INFORMATION

The Program Administrators and MetLife have privacy and information security policies and procedures and safeguards designed to ensure that individually identifiable information is protected from unauthorized access, misuse, and destruction. These controls are designed to meet a variety of applicable laws. For more information about MetLife's privacy practices, refer to the MetLife Privacy Notice posted on [GFRPTSDInsurance.com](http://GFRPTSDInsurance.com).

**A RESOLUTION TO ADD MEMBERSHIP IN A FUND OF GEORGIA INTERLOCAL RISK  
MANAGEMENT AGENCY (GIRMA)**

WHEREAS, the Public Entity of \_\_\_\_\_, located in \_\_\_\_\_ County, Georgia ("Public Entity") is a current member of the Georgia Interlocal Risk Management Agency (hereafter GIRMA), an interlocal risk management agency formed pursuant to Chapter 85 of Title 36 of the Official Code of Georgia Annotated; and

WHEREAS, the governing authority of Public Entity is currently a member of a GIRMA Fund and desires to add membership in an additional GIRMA Fund; and

WHEREAS, the governing authority of Public Entity has reviewed the Fund Election Form attached as Appendix A and the Application and Participation Agreement applicable to the Fund and finds that it is in the best interest of its residents for Public Entity to be a member of the Fund indicated on the Fund Election Form;

NOW THEREFORE BE IT RESOLVED by the governing authority of Public Entity:

1. The [Insert title of Chief Officer] of Public Entity is authorized to act on behalf of Public Entity to elect membership in the Fund identified in the Election Form attached as Appendix A by executing the the Application and Participation Agreement for such GIRMA Fund.
2. The [Insert title of Chief Officer] of Public Entity is designated as Public Entity's representative to GIRMA for purposes of Fund participation.
3. Public Entity may change its representative by making a written request to Georgia Municipal Association, Inc., the Program Administrator for GIRMA
4. This resolution shall be effective on the date of adoption.

Adopted this \_\_\_\_\_ day of 20 \_\_\_\_\_ \_[Name of Public Entity]\_\_\_\_\_

By: \_\_\_\_\_,  
[Print Name of Person Authorized to Sign Resolutions, Title]

Attest: \_\_\_\_\_,  
[Print Name of Person Authorized to Attest, Title]

**Georgia Interlocal Risk Management Agency (“GIRMA”) Fund C Election Form  
for Existing GIRMA Members**

As stated in Section 6.1 of the Intergovernmental Contract, a GIRMA member must participate in at least one Fund established by the GIRMA Board of Trustees. The Intergovernmental Contract and GIRMA Bylaws apply to all GIRMA members, regardless of the Fund or Funds in which they participate. Terms and conditions specific to a Fund are set forth in the Coverage Description for the Fund.

This election form is for use by current GIRMA Members who wish to join GIRMA Fund C and thereby offer PTSD Benefits to eligible First Responders.

**Fund C Application Information:** GIRMA established Fund C on September 4, 2024. Fund C will provide fully- insured lump sum benefits and disability benefits for first responders entitled to such benefits under the Ashley Wilson Act. A coverage description for Fund C has been filed with the Georgia Department of Insurance and will be made available to Fund C members after approval of membership in Fund C by Georgia Municipal Association, Inc., the Program Administrator for GIRMA, and the insurance carrier.

To join Fund C, the governing body of the GIRMA Member must adopt a Resolution to Add Membership in a GIRMA Fund and the individual authorized to serve as the Public Entity’s primary contact for Fund participation must complete and sign the First Responder PTSD Application and Participation Agreement. Membership in Fund C is effective when the Application is approved by the Program Administrator and the carrier.



## GMA - GIRMA Georgia First Responder PTSD Program Proposal for Coverage

**Effective Date: January 1, 2025**

**Anniversary Date: January 1**

**Member: City of Port Wentworth**

**Member Number: 0000191**

**Insurer: Metropolitan Life Insurance Company (MetLife)**

There are two coverage components required by House Bill 451 (2024) effective January 1, 2025:

- 1) Lifetime Critical Illness Lump Sum PTSD Diagnosis Benefit
- 2) Lifetime Long-Term PTSD Disability Benefit (Income Replacement)

The GMA-GIRMA Critical Illness Lump Sum PTSD Diagnosis Benefit and Long-Term Disability (Income Replacement) coverage components are designed to comply with House Bill 451 when purchased together. However, a city is permitted to purchase only one component if you have existing coverage that complies with the new law.

**Estimated annual premiums are based on the Eligible First Responder census data provided by the city. While the premiums below are estimated annual amounts, the city will be billed on a semiannual basis in an amount that reflects the city's updates to the census.**

<b>Component 1: Lump Sum PTSD Diagnosis Benefit –</b>		
<b>All First Responders</b>		
Lifetime Benefit per first responder:	\$3,000	<b>(Mandated Limit)</b>
<b>Lump Sum PTSD Diagnosis Benefit - Estimated Annual Premium for All First Responders:</b>		<b>\$3,516.00</b>

<b>Component 2: PTSD Disability Limit</b>		
<b>Employed First Responders</b>		
Monthly benefit:	60% of pre-disability first responder earnings	
Maximum monthly benefit per first responder:	\$5,000	
<b>Estimated Annual Premium for Employed First Responders:</b>		<b>\$7,772.00</b>
<b>Volunteer First Responders</b>		
Monthly Benefit per first responder:	\$1,500	
<b>Estimated Annual Premium for Volunteer First Responders:</b>		<b>\$0.00</b>
<b>PTSD Disability Limit – Estimated Annual Premium for All First Responders:</b>		<b>\$7,772.00</b>
<b>Estimated Annual Premium for Components 1 &amp; 2: Lump Sum PTSD Diagnosis Benefit and PTSD Disability Benefit</b>		<b>\$11,288.00</b>

This proposal is valid for 30 days after proposal is issued or until the effective date, whichever is later. This overview is not a part of the policy(ies) and does not provide or explain all provisions of the policy(ies).

11/4/2024



## Optional Limits for Consideration:

The coverage limits reflected for Lump Sum PTSD (\$3,000) and PTSD Disability Benefit (60% of earnings for employees and \$1,500/month for volunteers) on Page 1 of the Proposal for Coverage reflect the mandated amounts required by HB 451. However, if your city would like to purchase additional limits above the mandated amounts, the pricing is outlined in the table below. You can select a higher limit for Lump Sum PTSD only, a higher limit for PTSD Disability only, or a higher limit for both coverages. To elect a higher limit, please check the box beside the chosen limit(s).

**\*If you do NOT want to elect a higher limit, you can disregard this form. If optional limits are not selected, coverage will default to the minimum required limits in HB 451.**

**In order to bind coverage for this program (mandated OR optional limits), the executed Application and Participation Agreement as well as the enrollment documents are required.**

Lump Sum PTSD Diagnosis Limit	Total Premium Cost at Higher Limit	Check to increase limit
\$5,000	\$12,048.00	
\$10,000	\$14,024.00	
\$15,000	\$16,000.00	

PTSD Disability Benefit (Class 2 Volunteers ONLY)	Total Premium Cost at Higher Limit	Check to increase limit
\$2,000	\$11,288.00	

This document must be signed and returned to Lockton at [gfrptsd@lockton.com](mailto:gfrptsd@lockton.com) for the higher limits to be effective.

City Name: \_\_\_\_\_

Name of Authorized City Employee: \_\_\_\_\_

Title of Authorized City Employee: \_\_\_\_\_

Signature of Authorized City Employee: \_\_\_\_\_

Date: \_\_\_\_\_

This proposal is valid for 30 days after proposal is issued or until the effective date, whichever is later. This overview is not a part of the policy(ies) and does not provide or explain all provisions of the policy(ies).

11/4/2024



**City Council**  
7224 GA Highway 21  
Port Wentworth, GA 31407

Meeting: 12/19/24  
Department: Administration  
Category: Ordinance  
Prepared By: Zahnay Smoak  
Department Head:

**SCHEDULED**

**AGENDA ITEM (ID )**

DOC ID:

**Amend the City of Port Wentworth Zoning Ordinance-2nd Reading**

**Issue/Item:** The City’s Zoning Ordinance is under constant review from Staff, and certain amendments have been compiled and brought forth to make the Zoning Ordinance’s use and applicability more harmonious with providing the best services and experiences for the residents and businesses in the City.

**Background:** Last year, the City passed a new comprehensive Zoning Ordinance. Since then, as the new Zoning Ordinance has been in use and effect, staff has kept track of places within the ordinance and instances where updating or amending the ordinance makes sense.

**Facts and Finding:** The proposed amendments include cleaning up the language of C-1 Neighborhood Commercial to better define mixed-use, and updating site plan review for phased industrial developments

**Funding:**

**Recommendation:**

**STATE OF GEORGIA  
COUNTY OF CHATHAM  
CITY OF PORT WENTWORTH**

**AN ORDINANCE TO AMEND THE CITY OF PORT WENTWORTH  
ZONING ORDINANCE**

**WHEREAS**, it is necessary from time to time to modify the City’s ordinances; and

**WHEREAS** the Mayor and City Council is tasked with the authority to adopt and provide for such ordinances, resolutions, rules, and regulations which it deems necessary, expedient, or helpful for the peace, good order, protection of life and property, health, welfare, sanitation, comfort, convenience, prosperity, and well-being of the inhabitants of the City; and

**WHEREAS**, the City of Port Wentworth is granted the power to provide such comprehensive city planning for development by zoning, subdivision regulation and the like as the city council deems necessary and reasonable to ensure a safe, healthy, and aesthetically pleasing community; and

**WHEREAS**, the City of Port Wentworth desires to update its Zoning Ordinance; and

**NOW, THEREFORE**, that while in regular session THE MAYOR AND COUNCIL OF THE CITY OF PORT WENTWORTH HEREBY ORDAIN as follows:

The Code of Ordinance, Zoning Ordinance, is amended as follows:

I. Amend Sec. 4.10.A. to read as follows:

**Neighborhood Commercial (C-1).** This district is intended to encourage and accommodate a walkable downtown area with storefronts on the ground story and upper story residential, local market retail, personal services, restaurants, entertainment, offices, and professional services. Characteristics of uses and land in C-1 include daytime and early evening operations, smaller-scale and mixed-use buildings, sidewalk sales, and on-street parking. Mixed-use developments are intended to include residential living in multi-unit residences with access to neighborhood-serving commercial uses on no less than 5% of the development’s total ground floor space.

II. Add new Sec. 13.41 to read as follows:

**Section 13.41 – Phased Industrial Development Site Plan Review Process**

The City recognizes the difficulties in preparing a master site plan for a phased industrial development, and desires to main the general intent and purpose of this Zoning Ordinance for such developments.

The process for reviewing a site plan for a phased industrial development shall be as follows:

- A. **Applicability.** This Section shall apply to phased developments on Industrial zoned property. Phased developments are developments which include multiple different buildings which may be developed and built in phases over time.
- B. **Process.** In general, the review process shall follow Sec. 13.40, 13.50, and 13.60.
- C. **Master Site Plan.**
  - 1. The site development plan submitted by the applicant for potentially phased industrial developments shall be called the Master Site Plan. This Master Site Plan shall take the place of the Concept Plan in the review and approval process.
  - 2. The Master Site Plan shall be one site plan to include the entire industrial development.
- D. **Changes to an Approved Master Site Plan**
  - 1. Projects shall be developed in compliance with the approved Master Site Plan unless a change is requested and approved in accordance with this section. Changes to an approved Master Site Plan shall be permitted under the following circumstances:
    - a. The holder of an approved Master Site Plan shall notify the Zoning Administrator of any proposed changes to the plan.
    - b. Changes to an administrative plan may be approved by the Zoning Administrator.
    - c. Changes to an approved Master Site Plan may be approved by the Zoning Administrator upon determination that the proposed revision(s) is consistent with the general design, and will not alter any specific conditions imposed as a part of the original approval. Such changes shall include, but are not limited to, the following:
      - i. Change in the total square footage of the buildings shown on the Master Site Plan up to 30% of total approved floor area.
      - ii. Movement of buildings or other structures by less than 500 feet.
      - iii. Alterations to parking layout or the number of parking spaces.

- iv. Changes in building materials to materials of a comparable or higher quality.
  - v. Changes required or requested by a City, county, state, or federal regulatory agency in order to conform to other laws or regulations.
2. Major changes to an approved Master Site Plan shall be reviewed in the same manner as the original application, pursuant to this ordinance.

**E. Final Site Plans**

- 1. Separate Final Site Plans may be submitted at different times, for different areas or phases of a phased industrial development.
- 2. In general, the Final Site Plan review process shall follow Sec. 13.40, 13.50, and 13.60. Final Site Plan review shall be performed by the Zoning Administrator, pursuant to Sec. 13.80.

**F. Expiration**

- 1. An application for Final Site Plan approval for the 1<sup>st</sup> phase of the development approval on the Master Site Plan shall be submitted within 48 months of the date on which the Master Site Plan was approved. The Zoning Administrator may grant two (2) extensions of up to 24 additional months each, provided the applicant requests an extension, in writing, prior to the date on which the Final Site Plan is due. The extension shall be approved if the applicant presents reasonable evidence to the effect that the development has encountered difficulties beyond the control of the applicant, and the final site plan will be submitted, or construction will proceed within the extension period. The Zoning Administrator shall also consider changing conditions in the area, such as recent development, and whether an extension is appropriate considering the potential impact on the changed conditions.
- 2. Final Site Plan approval shall expire 24 months from the date of its approval unless substantial construction has commenced and is continuing. For the purpose of this section, “substantial” shall be the reasonable determination by the Zoning Administrator. The Zoning Administrator may grant two (2) extensions of up to 24 additional months each, provided the applicant requests an extension, in writing, prior to the date of expiration of the date of the Final Site Plan approval, or any previously approved extension. The extension shall be approved if the applicant presents reasonable evidence to the effect that the development has encountered difficulties beyond the control of the applicant, and the final site plan will be submitted, or

construction will proceed within the extension period. The Zoning Administrator shall also consider changing conditions in the area, such as recent development, and whether an extension is appropriate considering the potential impact on the changed conditions.

III. All laws and parts of laws in conflict with this Act are hereby repealed.

IV. This Ordinance shall become effective upon its passage and adoption.

**SO ORDAINED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Approved:

\_\_\_\_\_  
Gary Norton, Mayor

Attest:

\_\_\_\_\_  
Zahnay Smoak, City Clerk

First reading: \_\_\_\_\_ (date)

Second reading: \_\_\_\_\_ (date)



**City Council**  
7224 GA Highway 21  
Port Wentworth, GA 31407

Meeting: 12/19/24  
Department: Police  
Category: Ordinance  
Prepared By: Zahnay Smoak  
Department Head:

**SCHEDULED**

**AGENDA ITEM (ID )**

**DOC ID:**

**Amendment to the Nuisance Ordinance-2nd Reading**

**Issue/Item:** To more efficiently and effectively improve the quality of life for the residents of the City, the Code Enforcement Unit needs improvements to current ordinances to properly effectuate positive change, reduce blight and protect the overall welfare of the residents.

**Background:** The updated ordinance permits the Code Enforcement Unit and the City Attorney to utilize the City’s utility bill and tax assessment authority as vehicles for fines and fees associated with aggravated and continuous code enforcement violations throughout the City. The imposition of these penalties will be in conjunction with the legally required notice and abatement procedures as prescribed by local and state law

**Facts and Finding:** The proposed amendment shall permit the Code Enforcement Unit to work in conjunction with the City Utility Department and the City Attorney to enforce the Ordinances of the City by assessing fees for noncompliance or nuisance abatement. At times the owner of the property in violation fails to cooperate, communicate or remediate the issues identified. In such cases a penalty will be assessed to the violator’s utility bill, which has been found to be an effective tool to resolve and prevent current and future violations.

**Funding:**

**Recommendation:**

**STATE OF GEORGIA  
COUNTY OF CHATHAM  
CITY OF PORT WENTWORTH**

**AN ORDINANCE TO AMEND THE CITY OF PORT WENTWORTH  
NUISANCE ORDINANCE**

**WHEREAS**, it is necessary from time to time to modify the City’s ordinances; and

**WHEREAS**, the Mayor and City Council is tasked with the authority to adopt and provide for such ordinances, resolutions, rules, and regulations which it deems necessary, expedient, or helpful for the peace, good order, protection of life and property, health, welfare, sanitation, comfort, convenience, prosperity, and well-being of the inhabitants of the City; and

**WHEREAS**, the City of Port Wentworth is granted the power to provide for the enforcement of such standards, listed above; and

**WHEREAS**, the City of Port Wentworth is granted the power to operate public utilities, to fix the charges, fees, and assessments on any public utility, and to provide for regulations, penalties, and withdrawal of service for refusal or failure to pay same, to be enforced by the City; and

**WHEREAS**, the City of Port Wentworth is granted the power address public hazards and nuisances; and

**WHEREAS**, the City of Port Wentworth is granted the power to provide penalties of any ordinance adopted pursuant to its Charter and Ordinances; and

**WHEREAS**, the City of Port Wentworth desires to update its Nuisances Ordinance; and

**NOW, THEREFORE**, that while in regular session THE MAYOR AND COUNCIL OF THE CITY OF PORT WENTWORTH HEREBY ORDAIN as follows:

The Code of Ordinance, is amended as follows:

- I. Amend Chapter 14, Nuisances, Sec. 14-5, Service of Notice to read as follows:

The written notice to abate a nuisance shall be served as any other legal process may be served pursuant to law, by delivering the notice personally, by leaving such notice at the place of business or residence in the custody of a person of suitable age and discretion. If service of notice cannot otherwise be made in the manner provided in this section, a copy of such notice may be mailed registered postage.

- II. Amend Chapter 14, Nuisances, Sec. 14-8, Collection of City's Costs, to include the title, to read as follows:

**Collection of Fees and Costs**

Any and all fees assessed and costs incurred by the city in the enforcement of this Chapter, to include abatement of a nuisance, upon proper service as provided herein may be collected in the manner property taxes are collected or may be assessed to utility bills.

- III. Amend Chapter 10, Housing Code, Sec. 10-1, Adopted, to read as follows:

There is hereby adopted by reference that publication known as the International Property Maintenance Code, 2024 edition, as published by the International Code Council, as the property maintenance code of the City of Port Wentworth for such regulations and codes as set forth therein governing the conditions and maintenance of property, buildings, and structures.

- IV. All laws and parts of laws in conflict with this Act are hereby repealed.

- V. This Ordinance shall become effective upon its passage and adoption.

**SO ORDAINED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Approved:

\_\_\_\_\_  
Gary Norton, Mayor

Attest:

\_\_\_\_\_  
Zahnay Smoak, City Clerk

First reading: \_\_\_\_\_ (date)

Second reading: \_\_\_\_\_ (date)



**City Council**  
7224 GA Highway 21  
Port Wentworth, GA 31407

Meeting: 12/19/24  
Department: Administration  
Category: Ordinance  
Prepared By: Zahnay Smoak  
Department Head:

**SCHEDULED**

**AGENDA ITEM (ID )**

DOC ID:

**Budget Amendment For The Years Ending 6/30/2024 and 6/30/2025-2nd Reading  
Public Hearing**

**Issue/Item:** Budget Amendment

**Background:** The City approved the FY 25 budget on June 20, 2024. Since the adoption of the authorized budget, additional unprojected Grant Revenue and expenses as detailed:

- GEMA/FEMA agreement to increase purchase price of three homes for green space on Bonny Bridge Road
- GEMA/FEMA Hurricane Helene 9/26/2024 Disaster Recovery Cleanup Funds.

In addition, the Police Department is requesting to use a portion of the unexpended Court Fine Technology Fund Balance to purchase upgraded officer cameras and tasers.

During the closing processes of the FY24 Audit was determined that the following budget amendment is necessary to recognize both revenue and expenses in Fund210 Confiscated Assets.

**Facts and Finding:**

1. Amend GEMA/FEMA Green Space Grant. Increase in previously approved budget based on new purchase agreement with GEMA/FEMA and three (3) Homeowners.
  - a. Increase in total FEMA funding \$ \$462,356 Revenue and Expenses
  - b. Increase in local share (Fund Balance) match requirement \$51,373
  - c. Total \$513,729 Revenue and Expenses
2. GEMA/FEMA Hurricane Grant totaling \$626,250.00 no matching share requirement.
  - a. Increase Revenue \$626,250 FEMA emergency funds
  - b. Increase Expenses \$626,250 cleanup of city communities
3. Court Technology Prior Year Fund Balance – Upgrade of Police Cameras and Tasers \$91,150.
  - a. Increase Prior Year Fund Balance generated through court fines.
  - b. Increase related Expenses to purchase upgraded cameras and tasers.
4. Fund 210 Confiscated Funds recognized in Audit – Court Activity
  - a. FY25 Revenue Increase - \$9,000
  - b. FY25 Expenses Increase - \$9,000
5. Fund 210 Confiscated Funds recognized in Audit – Court activity
  - a. FY24 Revenue Increase - \$8,100
  - b. FY24 Expenses Increase - \$1,000
  - c. Increase Restricted Fund Balance - \$7,100

- Funding:**
1. GEMA/FEMA Grant funds increase totaling \$ 1,088,606
  2. GEMA/FEMA matching share (Fund Balance) increase totaling \$51,373
  3. Police Technology Court Fines Fund Balance increase \$91,150
  4. Fund 210 Confiscated Funds have no impact on General Fund

**Recommendation:**



**City Council**  
7224 GA Highway 21  
Port Wentworth, GA 31407

Meeting: 12/19/24  
Department: Development Services  
Category: Ordinance  
Prepared By: Katie Dunnigan  
Department Head: Katie Dunnigan

**SCHEDULED**

**AGENDA ITEM (ID )**

DOC ID:

**Maupin Engineering as Agent for PW Hotel, LLC, requests the approval of a General Site Plan for "Spring Hill TP - 18969 Magellan Blvd Hotel". PIN# 7-0037-02-016, located at 18969 Magellan Boulevard in the 3rd Council District, zoned C-2.**

**Issue/Item:** Maupin Engineering as Agent for PW Hotel, LLC, requests the approval of a General Site Plan for "Spring Hill TP - 18969 Magellan Blvd Hotel". PIN# 7-0037-02-016, located at 18969 Magellan Boulevard in the 3rd Council District, zoned C-2.

**Background:** - The applicant proposes to develop a hotel with associated amenities on 3.5 acres on Magellan Blvd.

- The subject property is within the C-2 zoning district, in which hotels are permitted.
- All adjacent properties are within the C-2 zoning district, there are multiple existing or future hotels in the immediate area.
- Pursuant to The Code of the City of Port Wentworth Georgia, Zoning Ordinances, Section 13.20: *"After review and recommendation by the Planning Commission, the City Council shall act upon all concept plans...required in Table 13.20."*

**Facts and Finding:** - A requisite community meetings was held for this project on October 9, 2024. No community input was received.

- The proposed hotel is to be 4-floors, 52.5' in total height and features 146 rooms and associated amenities such as pool, breakfast area, and fitness center.
- The site will have a singular access point on Magellan Blvd.
- This project will be served by City of Port Wentworth water/sewer.

**Suggested Action:**

The submitted General Site Plan conforms to the City of Port Wentworth Zoning Ordinances. At the December 9, 2024 meeting, the Planning Commission voted to recommend **approval** of this application.

**Funding:**

**Recommendation:**

**Site Plan Review Application**

Site Plan Type (Check One):  General / Concept  Specific Development

Site Plan Address: 18969 Magellan Blvd, Port Wentworth, GA, USA

PIN #(s): 70037 02016

Zoning: P-C-3 Estimated Cost of Construction: \$ N/A

Type of Construction: NEW HOTEL

Project Name: **Spring Hill TP - 18969 Magellan Blvd Hotel**

Applicant's Name: Jay A. Maupin, P.E. / Maupin Engineering, Inc.

Mailing Address: 114 W 42nd St. Savannah GA 31401

Phone #: 912.235.2915 Email: jay@maupinengineering.com

Owner's Name (If Different form Applicant): PW Hotel, LLC

Mailing Address: 117 Post House Trail, Pooler, GA 31322

Phone #: 912-604-7540n Email: nsharma@aryahospitality.com

I hereby acknowledge that the above information is true and correct.



Applicant's Signature

10-28-2024

Date



Owner's Signature (If Different form Applicant)


10-28-2024

Date

**Please see page 2 for required submittal checklist**

# Signature Certificate

Reference number: LPTFK-8AUHG-T4BXD-MUUFY

Signer	Timestamp	Signature
<b>Jay Maupin</b> Email: jay@maupinengineering.com Sent: 28 Oct 2024 17:11:06 UTC Viewed: 28 Oct 2024 19:12:09 UTC Signed: 28 Oct 2024 19:12:22 UTC		
<b>Recipient Verification:</b> ✓Email verified	28 Oct 2024 19:12:09 UTC	IP address: 173.245.235.174 Location: Savannah, United States

<b>Neil Sharma</b> Email: nsharma@aryahospitality.com Sent: 28 Oct 2024 17:11:06 UTC Viewed: 28 Oct 2024 19:21:00 UTC Signed: 28 Oct 2024 19:22:02 UTC		
<b>Recipient Verification:</b> ✓Email verified	28 Oct 2024 19:21:00 UTC	IP address: 12.164.201.101 Location: Pooler, United States

Document completed by all parties on:  
28 Oct 2024 19:22:02 UTC

Page 1 of 1



### Signed with PandaDoc

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**AUTHORIZATION OF PROPERTY OWNER**

I swear that I am the owner of the property which is the subject matter of the attached application, as is shown in the records of Port Wentworth, Georgia.

I authorize the person named below to act as applicant in the pursuit of a variance or for the rezoning of this property.

Name of Applicant: Jay A. Maupin P.E.

Address: 114 W. 42nd St. Savannah, GA 31401

Telephone Number: 912-235-2915

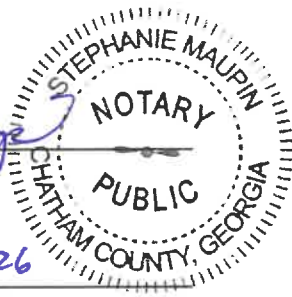
*Neil Sharma*  
Signature of Owner

Personally appeared before me

Neil Sharma

who swears that the information contained in this authorization is true and correct to the best of his or her knowledge and belief.

*Stephanie Maupin*  
Notary Public  
Commission Expires: 9/19/2026



11-01-2024

Date

# Signature Certificate

Reference number: AVH4F-DU2T9-WQAB3-9WOJQ

## Signer

## Timestamp

## Signature

### Neil Sharma

Email: nsharma@aryahospitality.com

Sent: 29 Oct 2024 14:15:03 UTC  
Viewed: 29 Oct 2024 14:17:26 UTC  
Signed: 29 Oct 2024 14:18:04 UTC



### Recipient Verification:

✓ Email verified 29 Oct 2024 14:17:26 UTC

IP address: 12.195.4.242  
Location: Rome, United States

### Stephanie Maupin

Email: stephanie@maupinengineering.com

Sent: 29 Oct 2024 14:15:03 UTC  
Viewed: 29 Oct 2024 14:38:34 UTC  
Signed: 29 Oct 2024 14:38:50 UTC



### Recipient Verification:

✓ Email verified 29 Oct 2024 14:38:34 UTC

IP address: 173.245.235.174  
Location: Savannah, United States

Document completed by all parties on:  
29 Oct 2024 14:38:50 UTC

Page 1 of 1



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December 4, 2024

Mr. Neil Sharma  
Arya Hospitality  
117 Post House Trail  
Pooler, Ga 31322

Re: Magellan – Springhill Suites – Trip Generation

Dear Mr. Sharma:

We have analyzed the data provided in the attached exhibit to determine the trips generated by the proposed site. The data for this analysis is provided in the table shown below:

PROPOSED USE	UNITS
HOTEL	146 ROOMS

The 11<sup>th</sup> Edition of the ITE Trip Generation Manual provides data for this use under Land Use Code 310 – Hotel. The ITE describes the use as:

“A hotel is a place of lodging that provides sleeping accommodations and supporting facilities such as a full-service restaurant, concierge service, valet parking, cocktail lounge, meeting rooms, banquet room, and convention facilities. A hotel typically provides a swimming pool or another recreational facility such as a fitness room”.

Based on this data, the site is anticipated to generate 1,167 daily trips. This includes 584 entering trips and 583 exiting trips daily. It should be noted that the collection of additional data would be required to determine the existing and proposed delay. If you have any additional concerns, please feel free to let me know.

Sincerely,



Scott Burns, P.E.

**TRIP GENERATION FOR SPRINGHILL SUITES DEVELOPMENT**

	Unit	Qty	Daily Trips*	AM Total Trips	AM In	AM Out	Pass By	PM Total Trips	PM In	PM Out	Pass By
310 – Hotel	Rooms	146.000	1,167	67	38	29	0	86	44	42	0

\* Daily Trips include 584 entering trips and 583 exiting trips

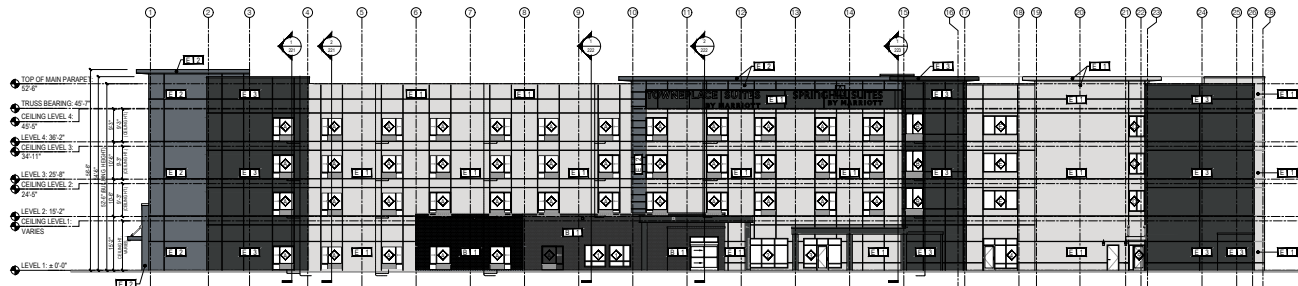
## **18969 Magellan Boulevard – Springhill Towneplace Suites**

The applicant, Arya Hospitality, seeks approval for plans to develop a 146 room hotel at 18969 Magellan Boulevard – just northwest of the intersection of Cabot Street and Magellan Boulevard.

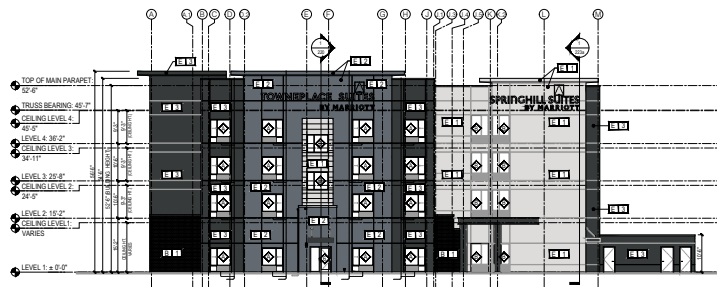
The facility will house 146 rooms for visitors of the community along with other amenities such as an outdoor pool, fitness center, and breakfast tables for guest. The L-shaped building will primarily face the northern property line and accessed by a two way drive from Magellan Blvd over the existing ditch part of the master planned drainage.

A drop off area is shown on the concept plan for quick check in and guest drop off.

Since the site has a large drainage easement on site, the top of the bank adjacent to Magellan will be used for screening. Parking tree island will have trees planted throughout.



1 FRONT ELEVATION  
210 SCALE: 1/16" = 1'-0"



2 LEFT ELEVATION  
210 SCALE: 1/16" = 1'-0"

**NOTES TO GC & ALL SUBS**  
NO PRICING SHOULD BE DONE FROM A PARTIAL SET AND NO CHANGE ORDER WILL BE ALLOWED FOR PRICING BASED ONLY ON A PARTIAL SET OR REVIEW OF ONLY A SINGLE TRADE'S DRAWINGS. ALL TRADES SHOULD CROSS REFERENCE EVERY TRADE FOR ADDITIONAL INFORMATION, CLARIFICATION AND COORDINATION.  
ALL SUBS SHOULD CROSS REFERENCE AND REVIEW EACH AND EVERY TRADE INCLUDING CIVIL, ARCHITECTURAL, STRUCTURAL AND MEP DRAWINGS FOR PRICING.  
NO CHANGE ORDERS WILL BE ALLOWED DUE TO LACK OF COORDINATION AND NON REVIEW OF OTHER TRADES. IF ANY INFORMATION IS MISSING ON THE DRAWINGS, GC AND SUBS SHOULD CONTACT DESIGN TEAM FOR CLARIFICATIONS BEFORE PROCEEDING WITH FURTHER WORK ON SITE.

**PLAN NOTES**  
THESE PLAN AND DETAILS ARE PREPARED USING THE REQUIRED GENERAL STANDARD OF CARE. PERFECTION IS NOT POSSIBLE. WHEN ERRORS OR DISCREPANCIES ARE NOTED PLEASE NOTIFY THE DESIGN TEAM FOR CLARIFICATION AS REQUIRED.

COLOR KEY	MATERIAL KEY	MATERIAL TYPE	COLOR
[Pattern]	E-11	ADHERED BRICK VENEER	BELDEN JM BLACK DIAMOND VELOUR BRICK OR SIMILAR
[Pattern]	E-11	DRAINABLE EPS FINISH ON EPS FOAM	SHERWIN WILLIAMS: SW 6259, SPATIAL WHITE
[Pattern]	E-12	DRAINABLE EPS FINISH ON EPS FOAM	SHERWIN WILLIAMS: SW 6257, GIBRALTAR
[Pattern]	E-13	DRAINABLE EPS FINISH ON EPS FOAM	SHERWIN WILLIAMS: SW 6994, GREENBLACK

**TOWNEPLACE SUITES<sup>SM</sup>**  
**MARRIOTT**  
#62550  
PORT WENTWORTH, GA

**SPRINGHILL SUITES<sup>SM</sup>**  
**MARRIOTT**  
#62549  
PORT WENTWORTH, GA

**DESIGN CONSULTANTS**  
**DESIGN SOLUTIONS**  
1105 RAYBURN DRIVE  
PORT WENTWORTH, GA 31507  
PHONE: 404-740-7389

**STRUCTURAL**  
**S<sup>e</sup> STABILITY ENGINEERING**  
1000 W. BIRCH AVE. SUITE 1000  
PORT WENTWORTH, GA 31507

**MEP**  
**TLC ENGINEERING**  
1000 W. BIRCH AVE. SUITE 1000  
PORT WENTWORTH, GA 31507  
PHONE: 404-740-7389

**OWNER**  
**PW HOTEL, LLC**  
117 POST HOUSE TRAIL  
POOLEY, GA 31332

REVISION	DATE	REMARKS

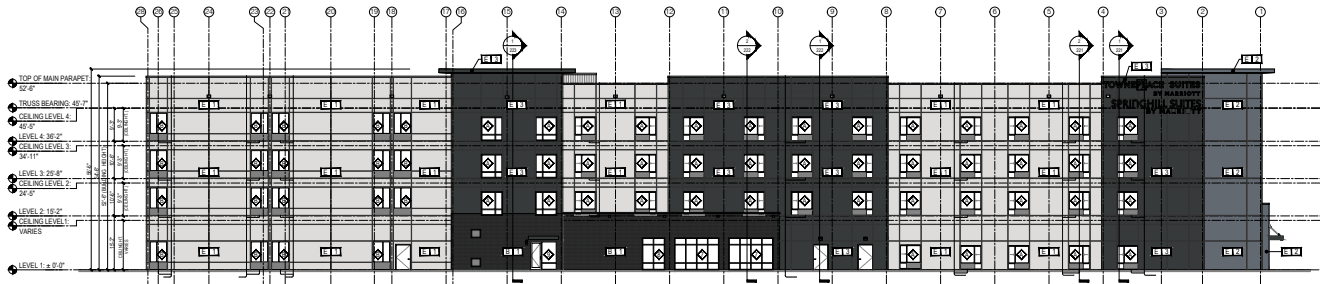
DATE	ISSUED TO	ISSUED FOR
06-03-2023	OWNER	PRELIMINARY PLANS
06-03-2023	MARRIOTT	PRELIMINARY PLANS
04-17-2024	MARRIOTT	30% DESIGN
01-20-2024	MARRIOTT	30% DESIGN

**PROJECT ADDRESS:**  
**SPRINGHILL SUITES & TOWNEPLACE SUITES DUAL, BY MARRIOTT**  
11869 MAGELLAN BLVD  
PORT WENTWORTH, GA. 31407

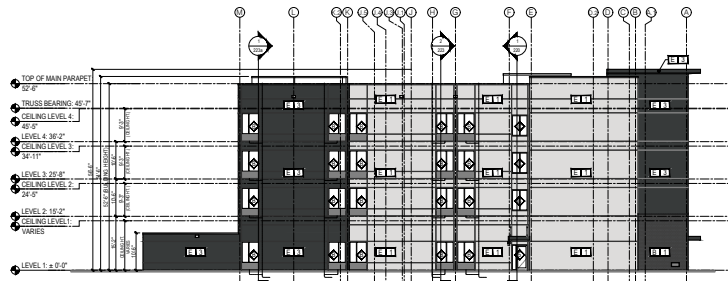
**LAYOUT:**  
**BUILDING ELEVATIONS**

**PAPER SIZE:** 34X48 (ARCH D)  
**SCALE:** AS NOTED

**SHEET NUMBER:**  
**210**



1 REAR ELEVATION  
211 SCALE: 1/16" = 1'-0"



2 RIGHT ELEVATION  
211 SCALE: 1/16" = 1'-0"

**NOTES TO GC & ALL SUBS**  
 NO PRICING SHOULD BE DONE FROM A PARTIAL SET AND NO CHANGE ORDER WILL BE ALLOWED FOR PRICING BASED ONLY ON A PARTIAL SET OR REVIEW OF ONLY A SINGLE TRADE'S DRAWINGS. ALL TRADES SHOULD CROSS REFERENCE EVERY TRADE FOR ADDITIONAL INFORMATION, CLARIFICATION AND COORDINATION.  
 ALL SUBS SHOULD CROSS REFERENCE AND REVIEW EACH AND EVERY TRADE INCLUDING CIVIL, ARCHITECTURAL, STRUCTURAL AND MEP DRAWINGS FOR PRICING.  
 NO CHANGE ORDERS WILL BE ALLOWED DUE TO LACK OF COORDINATION AND NON REVIEW OF OTHER TRADES. IF ANY INFORMATION IS MISSING ON THE DRAWINGS, GC AND SUBS SHOULD CONTACT DESIGN TEAM FOR CLARIFICATIONS BEFORE PROCEEDING WITH FURTHER WORK ON SITE.

**PLAN NOTES**  
 THESE PLAN AND DETAILS ARE PREPARED USING THE REQUIRED GENERAL STANDARD OF CARE. PERFECTION IS NOT POSSIBLE. WHEN ERRORS OR DISCREPANCIES ARE NOTED PLEASE NOTIFY THE DESIGN TEAM FOR CLARIFICATION AS REQUIRED.

COLOR KEY	MATERIAL KEY	MATERIAL TYPE	COLOR
[Color swatch]	E-11	ADHERED BRICK VENEER	BELDEN JM BLACK DIAMOND VELOUR BRICK OR SIMILAR
[Color swatch]	E-11	DRAINABLE EPS FINISH ON EPS FOAM	SHERWIN WILLIAMS: SW 6259, SPATIAL WHITE
[Color swatch]	E-12	DRAINABLE EPS FINISH ON EPS FOAM	SHERWIN WILLIAMS: SW 6257, GIBRALTAR
[Color swatch]	E-13	DRAINABLE EPS FINISH ON EPS FOAM	SHERWIN WILLIAMS: SW 6994, GREENBLACK

**TOWNEPLACE SUITES<sup>SM</sup> MARRIOTT**  
 #62550  
 PORT WENTWORTH, GA

**SPRINGHILL SUITES<sup>SM</sup> MARRIOTT**  
 #62549  
 PORT WENTWORTH, GA

**DESIGN CONSULTANTS**  
**DESIGN SOLUTIONS**  
 1105wmsdesignsolutions.com  
 Phone: 404-740-7389

**STRUCTURAL**  
**S<sup>e</sup> STABILITY ENGINEERING**  
 1000 Peachtree Street, Suite 2000, Atlanta, GA 30309

**MEP**  
**TLC ENGINEERING**  
 1000 Peachtree Street, Suite 2000  
 Atlanta, GA 30309  
 770-516-1827  
 www.tlc-engineers.com  
 THINK...LISTEN...CREATE

**OWNER**  
 PW HOTEL, LLC  
 117 POST HOUSE TRAIL  
 KNOXVILLE, GA 37932

REVISION	DATE	REMARKS

DATE	ISSUED TO	ISSUED FOR
06-20-2023	OWNER	PRELIMINARY PLANS
06-20-2023	MARRIOTT	PRELIMINARY PLANS
04-17-2024	MARRIOTT	30% DESIGN
01-20-2024	MARRIOTT	50% DESIGN

**PROJECT ADDRESS:**  
 SPRINGHILL SUITES &  
 TOWNEPLACE SUITES  
 DUAL, BY MARRIOTT  
 11869 MAGELLAN BLVD  
 PORT WENTWORTH, GA. 31407

**LAYOUT:**  
 BUILDING ELEVATIONS

**PAPER SIZE:** 34X36 (ARCH D)  
**SCALE:** AS NOTED

**SHEET NUMBER**  
**211**



1 SAMPLE COLOR ELEVATION  
212 SCALE: 1/16" = 1'-0"

**TOWNEPLACE SUITES BY MARRIOTT**  
#62550  
PORT WENTWORTH, GA

**SPRINGHILL SUITES BY MARRIOTT**  
#62549  
PORT WENTWORTH, GA

DESIGN CONSULTANTS  
**DESIGN SOLUTIONS**  
#1656mdesignsolutions.com  
Phone: 404-740-7389  
3671 LAWRENCEVILLE SUWANEE ROAD  
SUITE L, SUWANEE, GEORGIA  
TEL: 404-740-7389  
info@designsolutions.com

STRUCTURAL  
**S<sup>e</sup> STABILITY ENGINEERING**  
100 Peachtree Street, Suite 1000, Atlanta, Georgia 30309

MEP  
**TLC ENGINEERING**  
1000 Cherokee Dunwoody Rd. #200, Dunwoody, GA 30338  
Atlanta, GA 30341  
770-451-1000  
www.tlc-engineers.com  
THINK...LISTEN...CREATE

OWNER  
**PW HOTEL, LLC**  
117 POST HOUSE TRAIL  
POOLEY, GA 31332

REVISION / DATE / REMARKS

REVISION	DATE	REMARKS

DATE	ISSUED TO	ISSUED FOR
06-20-2023	OWNER	PRELIMINARY PLANS
06-20-2023	MARRIOTT	PRELIMINARY PLANS
04-17-2024	MARRIOTT	SPL DESIGN
07-22-2024	MARRIOTT	SPL DESIGN

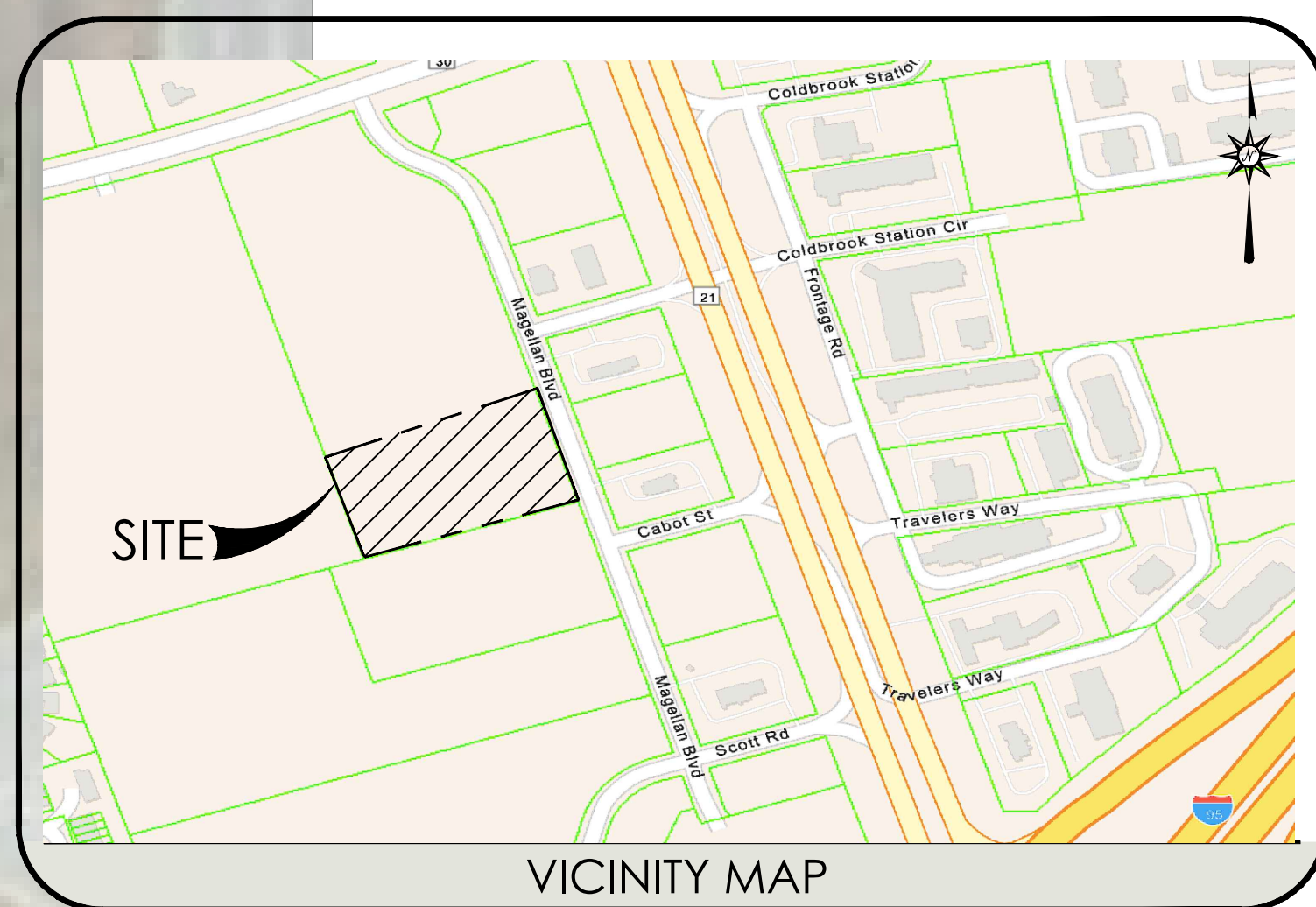
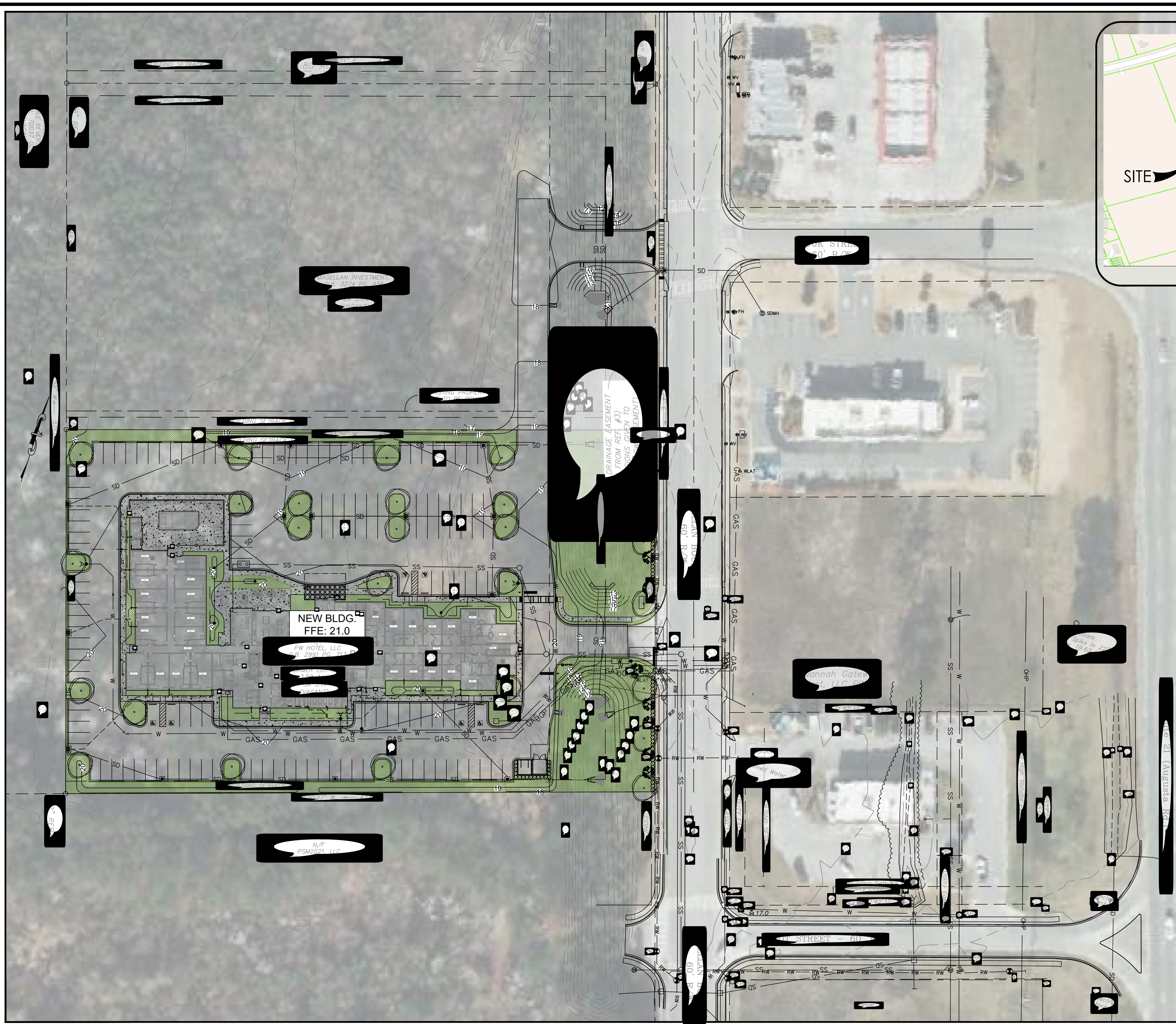
PROJECT ADDRESS:  
**SPRINGHILL SUITES & TOWNEPLACE SUITES DUAL, BY MARRIOTT**  
13869 MAGELLAN BLVD  
PORT WENTWORTH, GA. 31407

LAYOUT:  
**SAMPLE COLOR ELEVATION**

PAPER SIZE: 36X36 (ARCH D)

SCALE: AS NOTED

SHEET NUMBER  
**212**



- GENERAL DEVELOPMENT NOTES:**
- PIN: 70037 02016  
ADDRESS: 18969 MAGELLAN BLVD, PORT WENTWORTH, GA 31407
  - CONSTRUCTION EXIT LOCATION  
N: 32.195416°  
W: 81.198036°
  - TOTAL LAND ACREAGE = 3.17(h) AC  
TOTAL DISTURBED ACREAGE = 3.5(h) AC
  - EXISTING USE OF PROPERTY : VACANT  
PROPOSED USE OF PROPERTY : 4 STORY HOTEL
  - PRESENT SITE ZONING : P-C-3 (PLANNED GENERAL BUSINESS) (REFERENCE C-2 ORDINANCES)
  - BUILDING SETBACKS : FRONT (25'), SIDE/COMMERCIAL (15')  
REAR/COMMERCIAL (15')
  - MAXIMUM BUILDING HEIGHT : 45'
  - MAXIMUM BUILDING COVERAGE : 60%
  - LANDSCAPING:  
GREENWAY BUFFER  
1 LARGE TREE / 50LF \* 290LF = 6 LARGE TREES  
4 SMALL CANOPY TREE / 100LF \* 290LF = 12 SMALL TREES  
EVERGREEN SHRUBS 2.5' O.C. / 290LF = 116 SHRUBS  
PARKING LOT  
1 MEDIUM TREE, 10' WIDE / 10 SPACES \* 148 SPACES = 15 TREES
  - PARKING SPACE CALCULATIONS:  
REQUIRED: 146 ROOMS \* 1SPACE / ROOM = 146 SPACES  
PROVIDED: 148 SPACES (142 + 6 ADA)
  - PROPERTY IS LOCATED IN ZONE X, NOT A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY FEMA FLOOD INSURANCE RATE MAP # 13051C0030G, DATED 8/16/2018
  - THE SITE IS SERVED BY THE CITY WATER AND SANITARY SEWER SYSTEM.
  - FLOW TEST RESULTS PROVIDED BY ADVANCED FIRE SYSTEMS OF THE SOUTHEAST, LLC ON 10/10/24. 12" WL IN MAGELLAN BLVD. (STATIC: 60 PSI / RESIDUAL: 55 PSI / FLOW: 1.113 GPM)
  - LIGHTING PLAN WILL BE PROVIDED SEPARATELY.

REVISIONS NO.	DATE	DESCRIPTION

**MAUPIN** <sup>tm</sup>  
engineering

11.4 WEST 42<sup>ND</sup> STREET  
SAVANNAH, GA 31401

OFFICE PHONE (912) 235-2915  
GENERAL@MAUPINENGINEERING.COM

**GENERAL DEVELOPMENT PLAN**  
SPRINGHILL - TOWNEPLACE SUITES

STATUS: SKETCH

DRWN: HRW 10/28/24  
CHK'D: JAM DATE

SCALE: 1" = 40'

SHEET NO. **GDP**  
721-22-02

PROJECT NO.



**City Council**  
7224 GA Highway 21  
Port Wentworth, GA 31407

Meeting: 12/19/24  
Department: Development Services  
Category: Ordinance  
Prepared By: Katie Dunnigan  
Department Head: Katie Dunnigan

**SCHEDULED**

**AGENDA ITEM (ID )**

DOC ID:

**Maupin Engineering as Agent for SavLot7, LLC, requests the approval of a General Site Plan for "Magellan Blvd Lot #7". PIN# 7-0037-02-013, located on Magellan Boulevard in the 3rd Council District, zoned C-2.**

**Issue/Item:** Maupin Engineering as Agent for SavLot7, LLC, requests the approval of a General Site Plan for "Magellan Blvd Lot #7". PIN# 7-0037-02-013, located on Magellan Boulevard in the 3rd Council District, zoned C-2.

**Background:** - The applicant proposes to develop a multi-tenant commercial building on 1.7 acres on Magellan Blvd and Cabot St.  
- The subject property is within the C-2 zoning district, in a broad range of General Commercial uses are permitted.  
- All adjacent properties are within the C-2 zoning district, surrounding uses are hotel and restaurant.  
- Pursuant to The Code of the City of Port Wentworth Georgia, Zoning Ordinances, Section 13.20: *"After review and recommendation by the Planning Commission, the City Council shall act upon all concept plans...required in Table 13.20."*

**Facts and Finding:** - A requisite community meetings was held for this project on October 9, 2024. No community input was received.  
- The proposed development will be a single, 13, 680 square foot building with nine units.  
- Specific tenants are unknown at this time, two units are to be developed as restaurants.  
- The site will two points of access: one on Magellan Blvd, a second on Cabot St aligned with Dunkin Donuts access.  
- This project will be served by City of Port Wentworth water/sewer.

**Suggested Action:**  
The submitted General Site Plan conforms to the City of Port Wentworth Zoning Ordinances. Staff recommends approval, with the following condition:  
1. The developing owner shall enter in to a "hold harmless" agreement with the City of Port Wentworth for future utility repairs.  
At the December 9, 2024 meeting, the Planning Commission voted to recommend **approval** of this application, with Staff recommendations.

**Funding:**

**Recommendation:**

City of Port Wentworth  
7224 Highway 21 Port Wentworth Georgia 31407 912-999-2084



**Site Plan Review Application**

Site Plan Type (Check One):  General / Concept  Specific Development

Site Plan Address: 0 MAGELLAN BLVD

PIN #(s): 70037 02013

Zoning: P-C-3 Estimated Cost of Construction: \$ 500000

Type of Construction: Retail - Site Construction

Project Name: **Magellan Blvd Lot#7**

Applicant's Name: Jay A. Maupin, P.E. / Maupin Engineering, Inc.

Mailing Address: 114 W 42nd St. Savannah GA 31401

Phone #: 912.235.2915 Email: jay@maupinengineering.com

Owner's Name (If Different form Applicant): SavLot7 LLC

Mailing Address: 6030 Unity Dr, Suite G, Norcross, GA 30071

Phone #: 650-576-5050 Email: Rick@CentrystoneCapital.com

I hereby acknowledge that the above information is true and correct.

  
\_\_\_\_\_  
Applicant's Signature 11-12-2024  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Owner's Signature (If Different form Applicant) 11-11-2024  
\_\_\_\_\_  
Date

**Please see page 2 for required submittal checklist**

# Signature Certificate

Reference number: VQVBO-5UGEC-RNTUK-SP5IV

## Signer

## Timestamp

## Signature

### Jay Maupin

Email: jay@maupinengineering.com

Sent:

28 Oct 2024 17:32:13 UTC

Viewed:

06 Nov 2024 21:02:45 UTC

Signed:

06 Nov 2024 21:04:11 UTC



### Recipient Verification:

✓ Email verified

06 Nov 2024 21:02:45 UTC

IP address: 173.245.235.174

Location: Savannah, United States

Document completed by all parties on:

06 Nov 2024 21:04:11 UTC

Page 1 of 1





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# Signature Certificate

Reference number: GT9X2-HTFJ5-LMS5T-QBTVA

Signer	Timestamp	Signature
<b>Rick Kowalczyk</b> Email: rick@centrystonecapital.com  Sent: 07 Nov 2024 16:30:09 UTC Viewed: 11 Nov 2024 22:26:44 UTC Signed: 11 Nov 2024 22:29:11 UTC		
<b>Recipient Verification:</b> ✓Email verified	11 Nov 2024 22:26:44 UTC	IP address: 50.209.136.82 Location: San Jose, United States
<b>Jay Maupin</b> Email: jay@maupinengineering.com  Sent: 07 Nov 2024 16:30:09 UTC Viewed: 12 Nov 2024 14:04:28 UTC Signed: 12 Nov 2024 14:05:50 UTC		
<b>Recipient Verification:</b> ✓Email verified	12 Nov 2024 14:04:28 UTC	IP address: 173.245.235.174 Location: Savannah, United States

Document completed by all parties on:  
12 Nov 2024 14:05:50 UTC

Page 1 of 1



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**Site Plan Review Application Submittal Checklist**

**Documentation below is required for a complete submittal.**

- X       Signed and Completed Application
- X       3 Full size sets of site plan civil drawings or concept plan (depending on type of site plan)
- X       3 half size (11" X 17") sets of site plan civil drawings or concept plan (depending on type of site plan)
- N/A     2 copies of hydrology reports (if applicable)
- X       Names, mailing address, and PIN number of all property owners within 250 feet of all property lines
- X       1 8 ½" X 11" of site plan civil drawings or concept plan (depending on type of site plan)
- X       PDF of entire submittal on a flash drive or download link ONLY (NO CD'S)
- N/A     Other Engineering details or reports may be required once submittal has been received.
- X       If property owner and applicant are not the same, Authorization of Property Owner form.
- X       Site plan review fee check
  - o    Concept / General - \$206.00 Site Plan Fee + \$50.00 Admin Fee = Total \$256.00
  - o    Specific - \$836.00 Site Plan Fee + \$50.00 Admin Fee = Total \$886.00

**Additional Fee Statement:** If engineer review cost to the City exceeds the site plan review fee that is paid at the time of initial application submittal, you may be required to pay additional review cost.

I have read and agree to the above additional fee statement



\_\_\_\_\_  
Applicant's Signature

11-06-2024

\_\_\_\_\_  
Date

**AUTHORIZATION OF PROPERTY OWNER**

I swear that I am the owner of the property which is the subject matter of the attached application, as is shown in the records of Port Wentworth, Georgia.

I authorize the person named below to act as applicant in the pursuit of a variance or for the rezoning of this property.

Name of Applicant: Jay A. Maupin P.E.

Address: 114 W. 42nd St. Savannah, GA 31401

Telephone Number: 912-235-2915

  
Signature of Owner

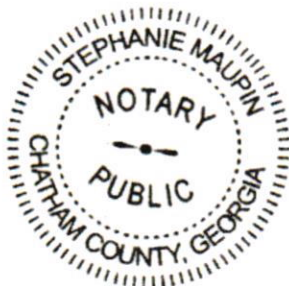
Personally appeared before me

Richard Kowalczyk

who swears that the information contained in this authorization is true and correct to the best of his or her knowledge and belief.



*Stephanie Maupin*  
Notary Public

11-15-2024 My Commission expires: 9/19 2026  
Date



# Signature Certificate

Reference number: 9YLDU-WYKQN-YVYZ6-NXSDN

Signer	Timestamp	Signature
<b>Rick Kowalczyk</b> Email: rick@centrystonecapital.com  Sent: 07 Nov 2024 16:36:02 UTC Viewed: 11 Nov 2024 22:22:51 UTC Signed: 11 Nov 2024 22:25:18 UTC  <b>Recipient Verification:</b> ✓Email verified 11 Nov 2024 22:22:51 UTC		  IP address: 50.209.136.82 Location: San Jose, United States
<b>Stephanie Maupin</b> Email: stephanie@maupinengineering.com  Sent: 07 Nov 2024 16:36:02 UTC Viewed: 12 Nov 2024 14:11:02 UTC Signed: 12 Nov 2024 14:11:18 UTC  <b>Recipient Verification:</b> ✓Email verified 12 Nov 2024 14:11:02 UTC		  IP address: 173.245.235.174 Location: Savannah, United States

Document completed by all parties on:  
12 Nov 2024 14:11:18 UTC

Page 1 of 1



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December 4, 2024

Mr. Chris Tilton  
The Dewitt Tilton Group  
119 Canal St. Suite 106  
Pooler, Ga 31322

Re: Magellan – Lot 7 – Trip Generation

Dear Mr. Tilton:

We have analyzed the data provided in the attached exhibit to determine the trips generated by the proposed site. The data for this analysis is provided in the table shown below:

PROPOSED USE	AREA
7 - RETAIL UNITS	9,990 SF
1 - HIGH TURNOVER SIT-DOWN RESTAURANT	1,260 SF
1 - FAST FOOD RESTAURANT WITH DRIVE-THRU	1,475 SF

The proposed site is anticipated to contain 7 retail units and 2 restaurants (one with a drive-thru and one without). While the ITE provides data for multiple retail uses, it was determined that the development meets the requirements of a Strip Plaza. The 11<sup>th</sup> Edition of the ITE Trip Generation Manual provides data for these uses under Land Use Code 822 – Strip Retail Plaza (< 40 KSF), Land Use Code 932 – High Turnover Sit-Down Restaurant, and Land Use Code 934 – Fast Food Restaurant with Drive-Thru. The retail use is defined as:

“A strip retail plaza is an integrated group of commercial establishments that is planned, developed, owned, and managed as a unit. Each study site in this land use has less than 40,000 square feet of gross leasable area (GLA)”.

Based on the data provided, it is anticipated that the site will generate 1,369 daily trips. This includes 685 entering trips and 684 exiting trips daily. It should be noted that the collection of additional data would be required to determine the existing and proposed delay. If you have any additional concerns, please feel free to let me know.

Sincerely,



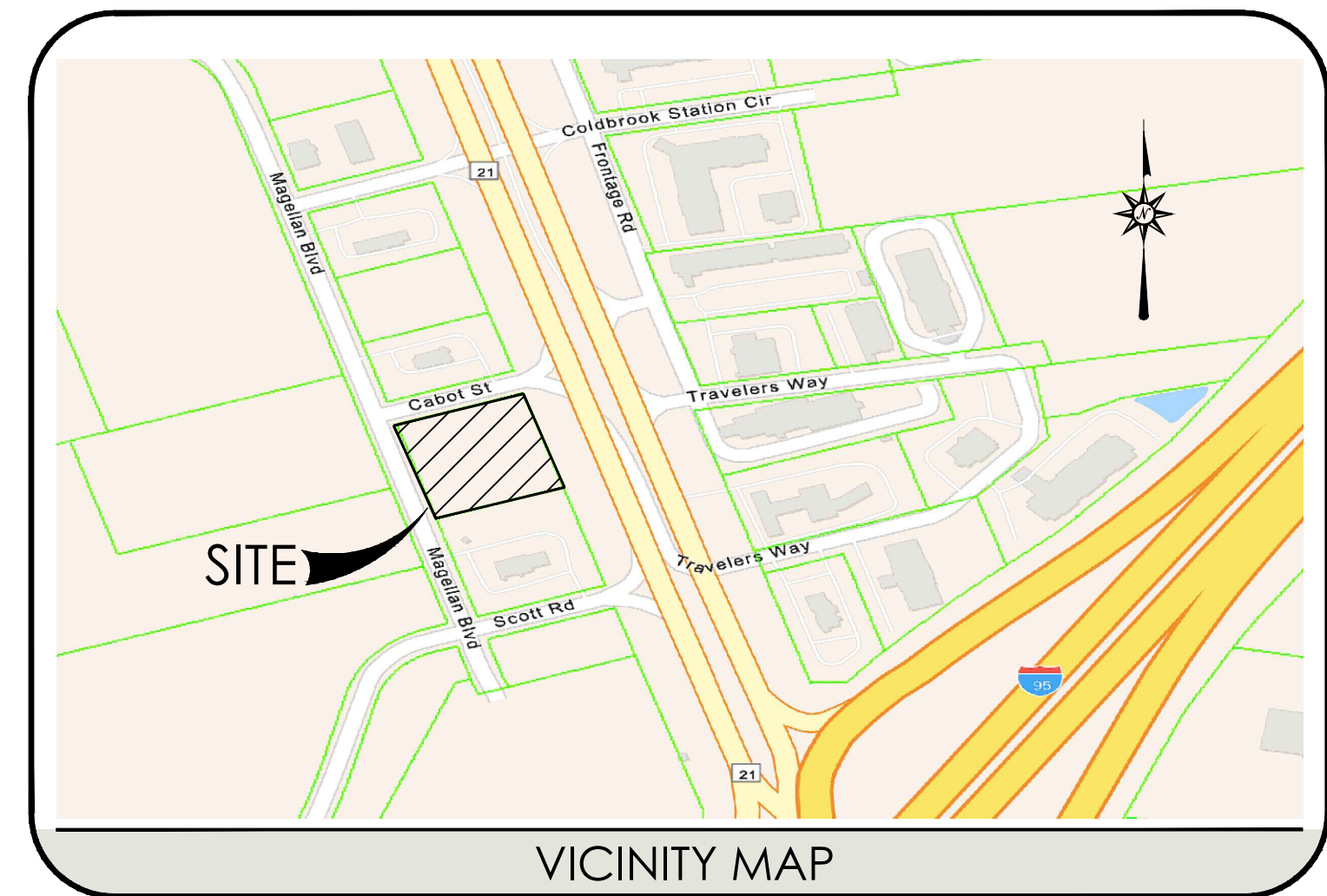
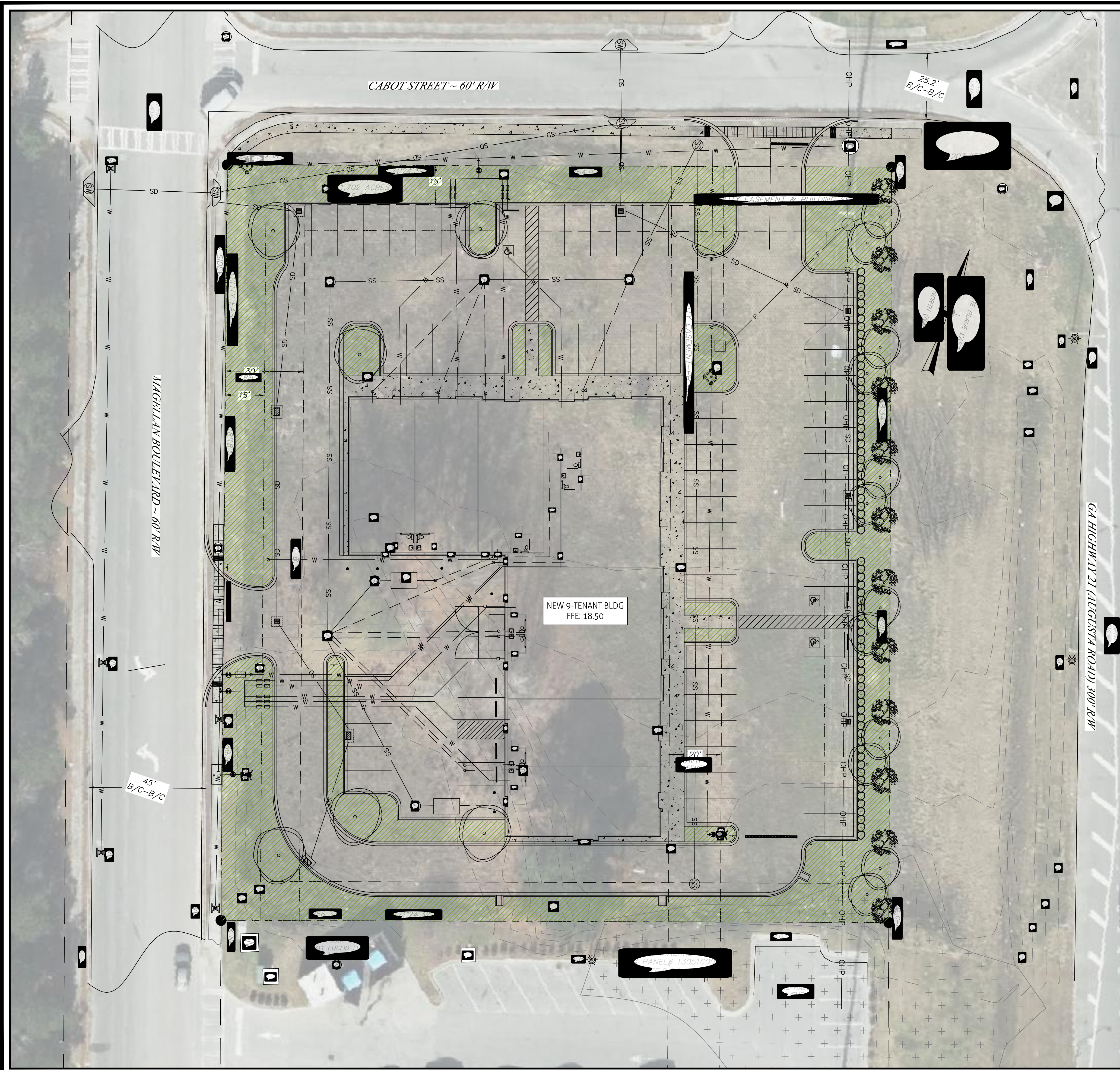
*C. Scott Burns*

Scott Burns, P.E.

**TRIP GENERATION FOR MAGELLAN - LOT 7 DEVELOPMENT**

	Unit	Qty	Daily Trips*	AM Total Trips	AM In	AM Out	Pass By	PM Total Trips	PM In	PM Out	Pass By
822 – Strip Retail Plaza (< 40 KSF)	KSF	9.990	544	24	5	4	15	66	12	12	42
932 – High Turnover Sit-Down Restaurant	KSF	1.260	135	12	4	3	5	11	4	2	5
934 – Fast Food Restaurant with Drive-Thru	KSF	1.475	690	66	17	17	32	49	13	12	24
<b>TOTAL</b>			<b>1,369</b>	<b>102</b>	<b>26</b>	<b>24</b>	<b>52</b>	<b>126</b>	<b>29</b>	<b>26</b>	<b>71</b>

\* Daily Trips include 685 entering trips and 684 exiting trips



**GENERAL DEVELOPMENT NOTES:**

1. PIN: 70037 02013  
ADDRESS: 0 MAGELLAN BLVD, LOT#7  
PORT WENTWORTH, GA 31407
2. CONSTRUCTION EXIT LOCATION  
N: 32.194286°  
W: 81.197270°
3. TOTAL LAND ACREAGE = 1.7 AC(±) AC  
TOTAL DISTURBED ACREAGE = 1.7(±) AC
4. EXISTING USE OF PROPERTY : VACANT  
PROPOSED USE OF PROPERTY : SHOPPING CENTER
5. PRESENT SITE ZONING : P-C-3 (PLANNED GENERAL BUSINESS)  
(REFERENCE C-2 ORDINANCES)
6. BUILDING SETBACKS : FRONT (25'), SIDE/COMMERCIAL (15')  
STREET SIDE (25'), REAR/COMMERCIAL (15')
7. MAXIMUM BUILDING HEIGHT : 45' / PROPOSED MAX ROOF HEIGHT: 29'-2 3/4"
8. MAXIMUM BUILDING COVERAGE : 60%
9. LANDSCAPING:  
GREENWAY BUFFER  
2 MEDIUM TREE / SOLE \* 290LF = 12 MEDIUM TREES  
4 SMALL CANOPY TREE / 100LF \* 290LF = 12 SMALL TREES  
EVERGREEN SHRUBS 2.5' O.C. / 290LF = 116 SHRUBS  
  
PARKING LOT  
1 MEDIUM TREE, 10' WIDE / 10 SPACES \* 68 SPACES = 7 TREES  
  
PROPOSED LANDSCAPE QUALITY POINTS TO BE DETERMINED BY LANDSCAPE PLAN
10. PARKING SPACE CALCULATIONS:  
REQUIRED: 4 PER 1,000 SF OF RETAIL UFA: (13,680 SF / 1,000 SF) \* 4 = 55 SPACES  
PROVIDED: 68 (65 SPACES + 3 ADA)
11. PROPERTY IS LOCATED IN ZONE X, NOT A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY FEMA FLOOD INSURANCE RATE MAP # 13051C0030G, DATED 8/16/2018.
12. THE SITE IS SERVED BY THE CITY WATER AND SANITARY SEWER SYSTEM.
13. FLOW TEST RESULTS PROVIDED BY ADVANCED FIRE SYSTEMS OF THE SOUTHEAST, LLC ON 10/10/24. 12" WL IN MAGELLAN BLVD. (STATIC: 60 PSI / RESIDUAL: 55 PSI / FLOW: 1,113 GPM)
14. SITE LIGHTING PLAN TO BE PROVIDED SEPARATELY.

REVISIONS NO.	DATE	DESCRIPTION

**MAUPIN**<sup>tm</sup>  
engineering  
114 WEST 42<sup>ND</sup> STREET  
SAVANNAH, GA 31401  
OFFICE PHONE (912) 235-2915  
GENERAL@MAUPINENGINEERING.COM

**GENERAL DEVELOPMENT PLAN**  
MAGELLAN BLVD. LOT#7

STATUS:  
**SKETCH**

DRWN: HRW 10/30/2024  
CHK'D: JAM DATE

10 0 20  
SCALE: 1" = 20'

SHEET NO.

**1 of 1**  
673-23-77

PROJECT NO.

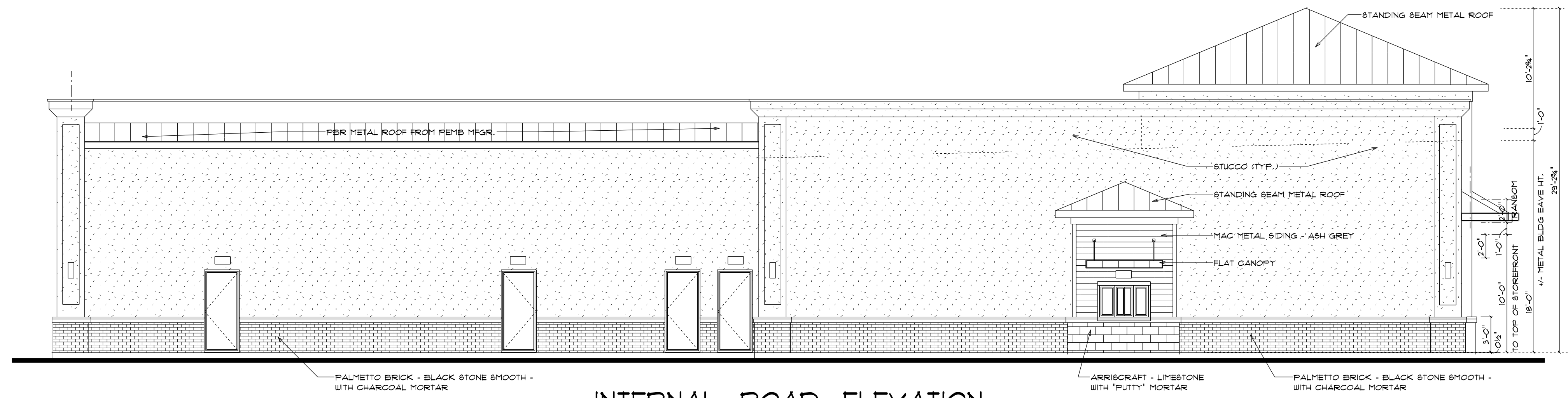
## **0 Magellan Boulevard – Magellan Lot #7**

The applicant, the Dewitt Tilton Group, seeks approval for plans to develop a retail shopping center at 0 Magellan Boulevard – at the intersections of Highway 21, Cabot Street and Magellan Boulevard.

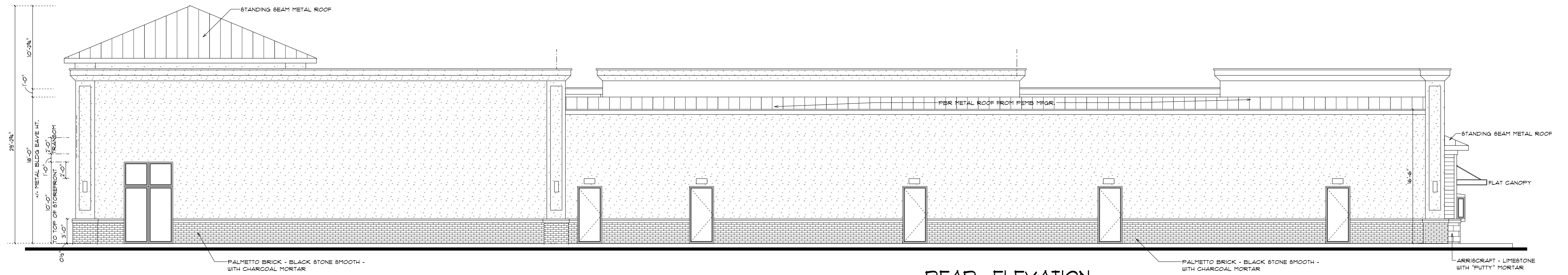
The facility will hold nine units for various retail uses unspecified at this time, with two of which to be restaurants; one with preferred seating; to serve the needs of the community. The L-shaped building will primarily face the main road, Highway 21, and Cabot Street with access from Cabot Street and at the rear of the building from Magellan Boulevard.

Employee parking and utility access will be nestled on-site just behind the building. This concept plan provides an ample 68 parking spaces, exceeding the 55 spaces required.

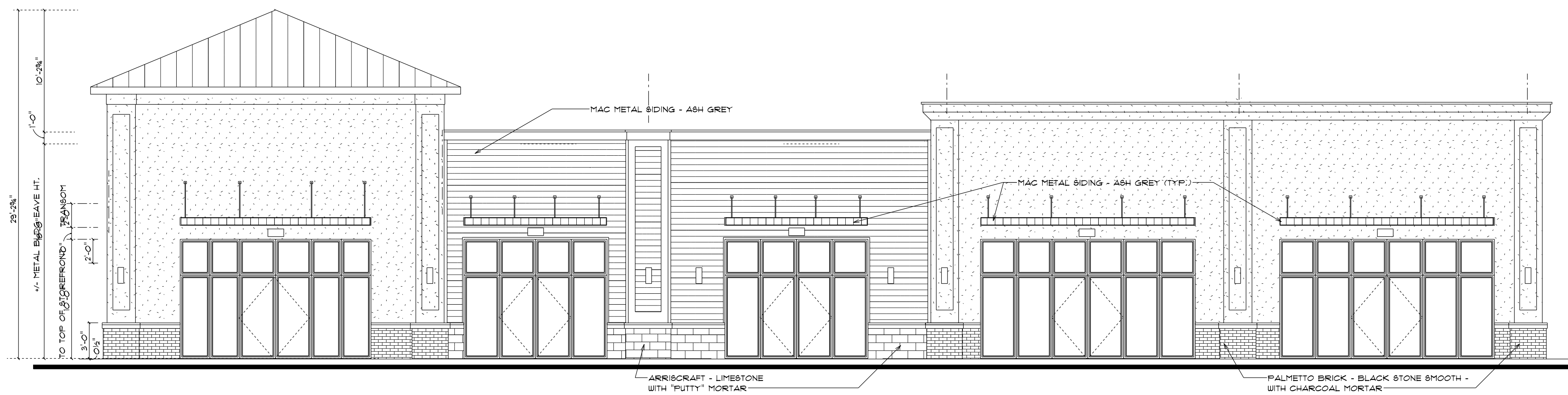
Since the site sits 70' from the roadway, there will be plenty of space for tree and shrub plantings to create the desired greenway and pedestrian way for Port Wentworth's desired identity plan. Granted, the plan shows to enhance the tree lawn on the property with medium trees, small oriental trees, and screening the parking with shrubs, being limited by the existing overhead line.



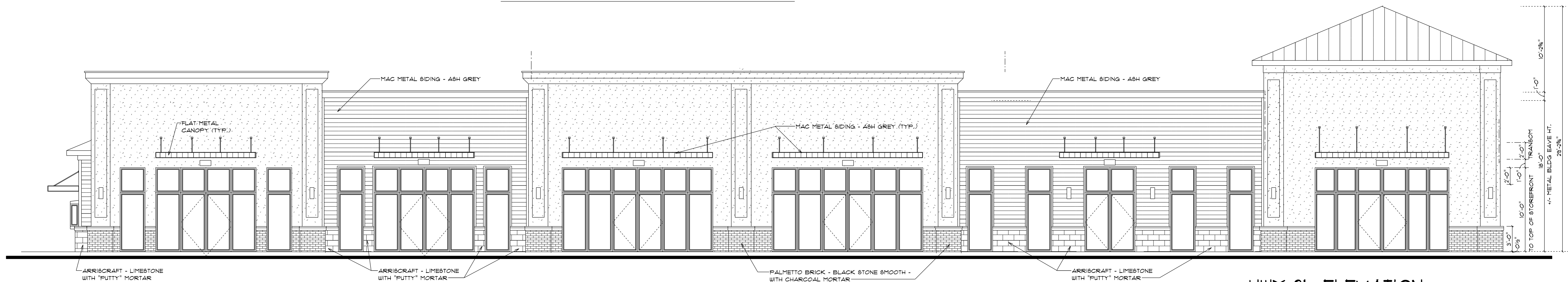
INTERNAL ROAD ELEVATION



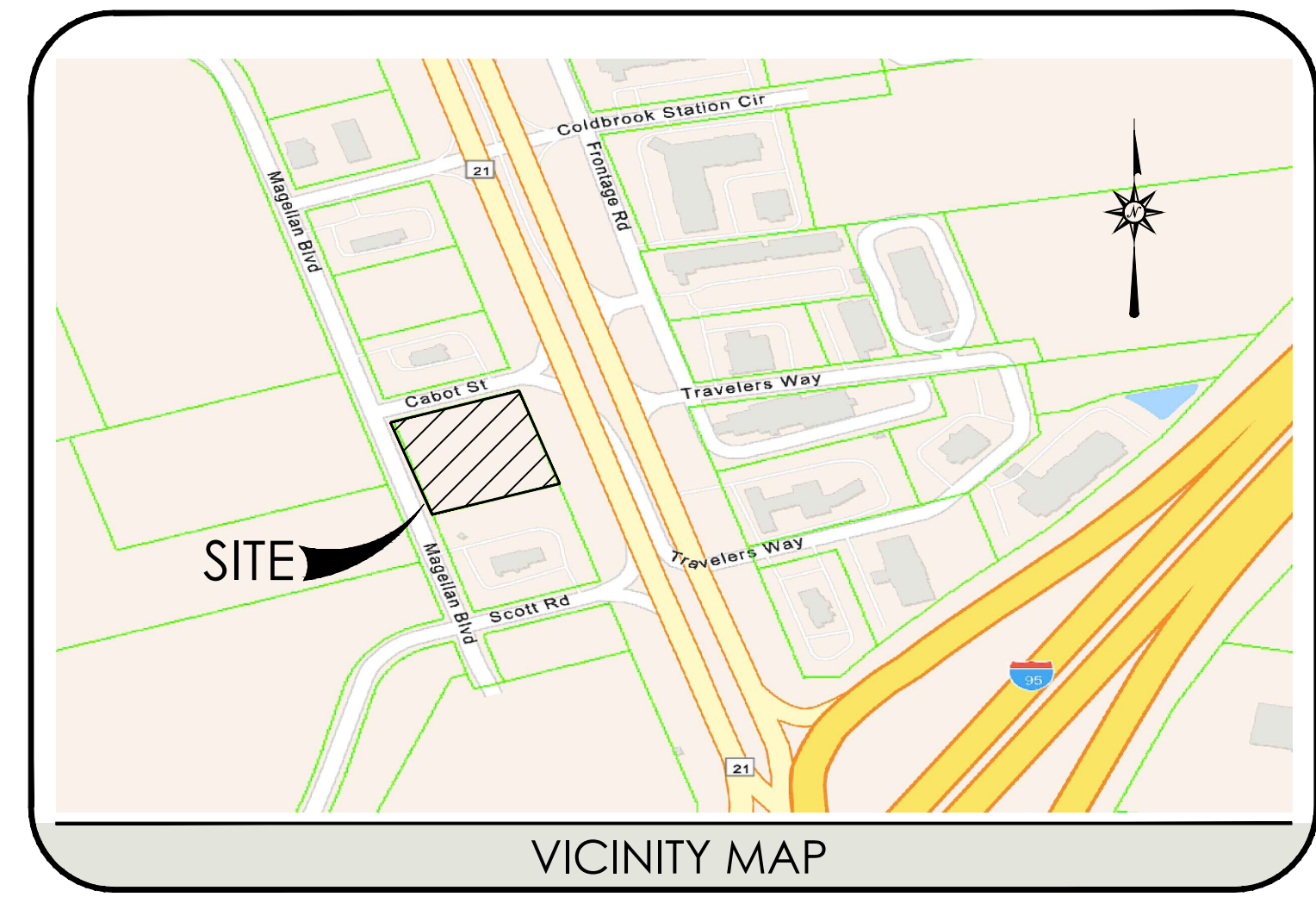
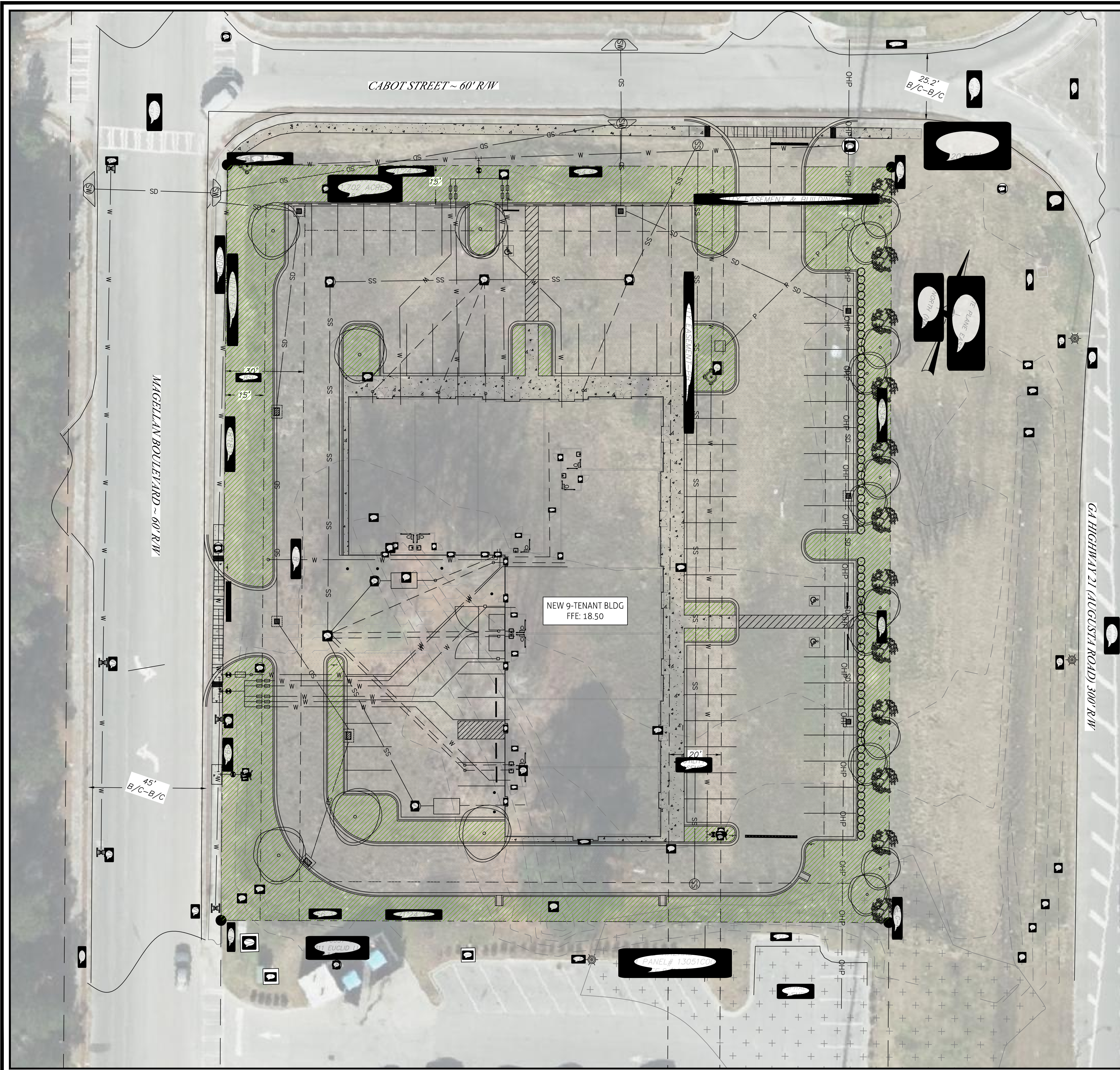
REAR ELEVATION



INTERNAL ROAD ELEVATION



HWY 21 ELEVATION



**GENERAL DEVELOPMENT NOTES:**

1. PIN: 70037 02013  
ADDRESS: 0 MAGELLAN BLVD, LOT#7  
PORT WENTWORTH, GA 31407
2. CONSTRUCTION EXIT LOCATION  
N: 32.194286°  
W: 81.197270°
3. TOTAL LAND ACREAGE = 1.7 AC(±) AC  
TOTAL DISTURBED ACREAGE = 1.7(±) AC
4. EXISTING USE OF PROPERTY : VACANT  
PROPOSED USE OF PROPERTY : SHOPPING CENTER
5. PRESENT SITE ZONING : P-C-3 (PLANNED GENERAL BUSINESS)  
(REFERENCE C-2 ORDINANCES)
6. BUILDING SETBACKS : FRONT (25'), SIDE/COMMERCIAL (15')  
STREET SIDE (25'), REAR/COMMERCIAL (15')
7. MAXIMUM BUILDING HEIGHT : 45' / PROPOSED MAX ROOF HEIGHT: 29'-2 3/4"
8. MAXIMUM BUILDING COVERAGE : 60%
9. LANDSCAPING:  
GREENWAY BUFFER  
2 MEDIUM TREE / SOLE \* 290LF = 12 MEDIUM TREES  
4 SMALL CANOPY TREE / 100LF \* 290LF = 12 SMALL TREES  
EVERGREEN SHRUBS 2.5' O.C. / 290LF = 116 SHRUBS  
PARKING LOT  
1 MEDIUM TREE, 10' WIDE / 10 SPACES \* 68 SPACES = 7 TREES  
PROPOSED LANDSCAPE QUALITY POINTS TO BE DETERMINED BY LANDSCAPE PLAN
10. PARKING SPACE CALCULATIONS:  
REQUIRED: 4 PER 1,000 SF OF RETAIL UFA: (13,680 SF / 1,000 SF) \* 4 = 55 SPACES  
PROVIDED: 68 (65 SPACES + 3 ADA)
11. PROPERTY IS LOCATED IN ZONE X, NOT A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY FEMA FLOOD INSURANCE RATE MAP # 13051C0030G, DATED 8/16/2018.
12. THE SITE IS SERVED BY THE CITY WATER AND SANITARY SEWER SYSTEM.
13. FLOW TEST RESULTS PROVIDED BY ADVANCED FIRE SYSTEMS OF THE SOUTHEAST, LLC ON 10/10/24. 12" WL IN MAGELLAN BLVD. (STATIC: 60 PSI / RESIDUAL: 55 PSI / FLOW: 1,113 GPM)
14. SITE LIGHTING PLAN TO BE PROVIDED SEPARATELY.

REVISIONS NO.	DATE	DESCRIPTION

**MAUPIN**<sup>tm</sup>  
engineering

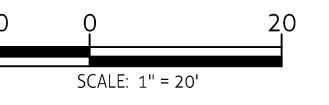
114 WEST 42<sup>ND</sup> STREET  
SAVANNAH, GA 31401

OFFICE PHONE (912) 235-2915  
GENERAL@MAUPINENGINEERING.COM

GENERAL DEVELOPMENT PLAN  
MAGELLAN BLVD. LOT#7

STATUS:  
**SKETCH**

DRWN: HRW 10/30/2024  
CHK'D: JAM DATE



SHEET NO.

1 of 1

673-23-77

PROJECT NO.



**City Council**  
7224 GA Highway 21  
Port Wentworth, GA 31407

Meeting: 12/19/24  
Department: Development Services  
Category: Ordinance  
Prepared By: Katie Dunnigan  
Department Head: Katie Dunnigan

## SCHEDULED

### AGENDA ITEM (ID )

DOC ID:

**Continental Properties as Agent for the Estate of Thomas L. Exley Sr. and Thomas L. Exley Jr., requests the approval of a General Site Plan. PIN# 7-0906-01-029, located off Highway 21 in the 1st Council District, zoned R-5.**

**Issue/Item:** Continental Properties as Agent for the Estate of Thomas L. Exley Sr. and Thomas L. Exley Jr., requests the approval of a General Site Plan. PIN# 7-0906-01-029, located off Highway 21 in the 1st Council District, zoned R-5.

**Background:** - The applicant proposes to develop a multi-family residential community on Hwy 21 and Rice Mill Rd.

- The subject property is 29.36 acres which is within the R-5 zoning district, in which multi-family residential is a permitted use.

- 1.85 acres of connecting land was rezoned to C-2 in 2013. A subdivision plat was never submitted.

- Other adjacent properties are zoned R-1 to the south and west, and R-5 (Rice Creek) to the north.

- Pursuant to The Code of the City of Port Wentworth Georgia, Zoning Ordinances, Section 13.20: *"After review and recommendation by the Planning Commission, the City Council shall act upon all concept plans...required in Table 13.20."*

**Facts and Finding:** - A requisite community meetings was held for this project on November 20, 2024. No community input was received.

- The proposed development will be comprised of 240 apartment units (1-3 bedrooms) and associated amenities.

- The site will have a primary access point on Rice Mill Rd with secondary emergency access on Highway 21.

- The applicant proposes to dedicate a 30' multi-use trail along the northern edge of the property, which will both connect to a future , City-wide trail project, and further distance the development from the Rice Creek neighborhood.

- The applicant intends to purchase PIN# 7-0906-01-040 for dedicated conservation of approximately 34 acres of wetlands.

- This project will be served by City of Port Wentworth water/sewer.

**Suggested Action:**

The submitted General Site Plan conforms to the City of Port Wentworth Zoning Ordinances. Staff recommends approval with the following condition:

1. A recorded subdivision plat, demonstrating separation of the 1.85 (+/-) acres, zoned C-2, shall be submitted prior to the acceptance of an application for final site plan.

At the December 9, 2024 meeting, the Planning Commission voted to recommend **approval**, with Staff recommendations.

**Funding:**

**Recommendation:**

**Site Plan Review Application**

Site Plan Type (Check One):  Concept  Specific Development  
Site Plan Address: Augusta Road, Rincon, GA 313216  
PIN #(s): 29-70906 01040  
Zoning: R-5 & R-1 Estimated Cost of Construction: 40million  
Type of Construction: Multi-Family  
Project Name: 8D

Applicant's Name: Rental Properties, ATTN: Cade Fontana  
Mailing Address: [Redacted]  
Phone #: 2-528-2255 Email: cfontana@cproperties.com

Owner's Name (If Different from Applicant): Thomas L. Exley, Sr. and Thomas L. Exley  
Mailing Address: Augusta Road, Rincon, GA 313216  
Phone #: [Redacted] Email: [Redacted]@gmail.com

I hereby acknowledge that the above information is true and correct.

  
Applicant's Signature

  
Date

Owner's Signature (If Different from Applicant)

Date

**Please see page 2 for required submittal checklist**

### Site Plan Review Application Submittal Checklist

Documentation below is required for a complete submittal.

- Signed and Completed Application
- 3 Full size sets of site plan civil drawings or concept plan (depending on type of site plan)
- 3 half size (11" X 17") sets of site plan civil drawings or concept plan (depending on type of site plan)
- 2 copies of hydrology reports (if applicable)
- Names, mailing address, and PIN number of all property owners within 250 feet of all property lines
- 1 8 1/2" X 11" of site plan civil drawings or concept plan (depending on type of site plan)
- PDF of entire submittal on a flash drive or download link ONLY (NO CD'S)
- Other Engineering details or reports may be required once submittal has been received.
- If property owner and applicant are not the same, Authorization of Property Owner form.
- Site plan review fee check *(Please refer to the "Business User Fee Schedule" for the current year.)*
  - Concept / General - Site Plan Fee + Admin Fee = Total
  - Specific - Site Plan Fee + Admin Fee = Total

**Additional Fee Statement:** If engineer review cost to the City exceeds the site plan review fee that is paid at the time of initial application submittal, you may be required to pay additional review cost.

\_\_\_\_\_  
Applicant's Signature



\_\_\_\_\_  
Date



**EXHIBIT D**

**AGENT AUTHORIZATION**

Continental Real Estate Holding LLC (“**Continental**”), and any of its affiliates, as agent for the property owner listed below (“Property Owner”), has approval to submit applications to Port Wentworth, Chatham County, Georgia, or any governmental or quasi-governmental division, bureau, department, board, council, commission, subdivision or similar entity thereof, or any private utility provider for rezoning, site plan, subdivision plat, and other necessary development related approvals and permits; provided, however, that no permanent rezoning, subdivision, site plan approval, or other change in legal status or condition shall be finalized prior to Continental’s acquisition of the subject property without Property Owner’s express written consent.

**PROPERTY OWNER:**

**The Estate of Thomas L Exley, Sr.**

**Thomas L. Exley, Jr.**

By: Bebe Exley  
Name: Bebe Exley  
Title: Executor

Thomas L Exley, Jr.  
Name: Thomas L. Exley, Jr.  
Title: An Individual

Sworn to and subscribed before me this 13 day of November, 2024.

Sworn to and subscribed before me this 13 day of November, 2024.

[Signature]  
Notary Public

[Signature]  
Notary Public

[AFFIX SEAL]

[AFFIX SEAL]

Address of Property: \_\_\_\_\_

Tax Identification #: Parcel ID Nos. 7-0906-01-029 and 7-0906-01-040

Date: November 13, 2024



**AUTHORIZATION OF PROPERTY OWNER**

I swear that I am the owner of the property which is the subject matter of the attached application, as is shown in the records of Port Wentworth, Georgia.

I authorize the person named below to act as applicant in the pursuit of a variance or for the rezoning of this property.

Name of Applicant: \_\_\_\_\_  
Thomas L. Exley, Sr. and Thomas L. Exley, Jr.

Address: \_\_\_\_\_  
Augusta Road, Rincon, GA 313216

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

\_\_\_\_\_  
Signature of Owner

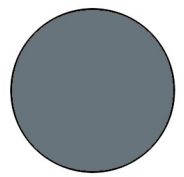
Personally appeared before me

\_\_\_\_\_

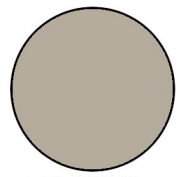
who swears that the information contained in this authorization is true and correct to the best of his or her knowledge and belief.

\_\_\_\_\_  
Notary Public

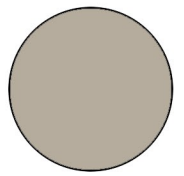
\_\_\_\_\_  
Date



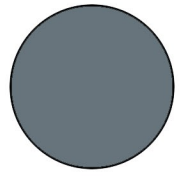
BOARD & BATTEN



LAP SIDING



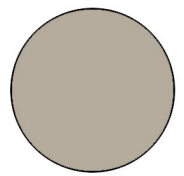
FLAT PANEL 1



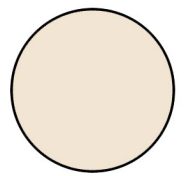
FLAT PANEL 2



ROOF



DOORS

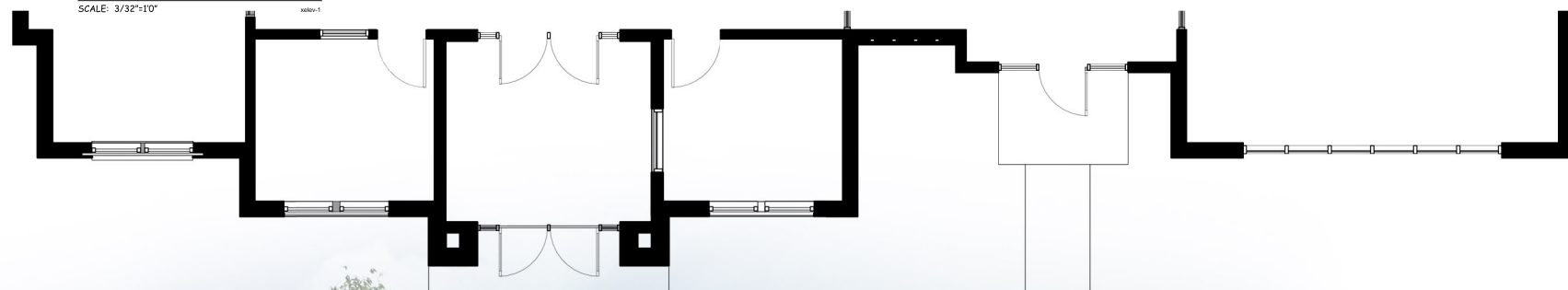


TRIM



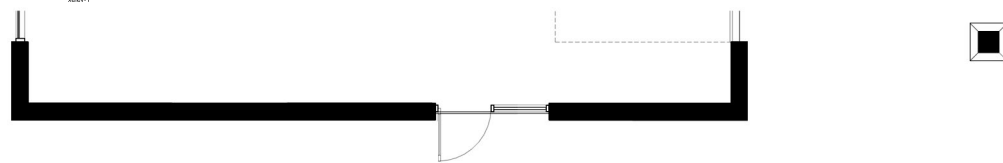
### Front Elevation

SCALE: 3/32"=1'0"



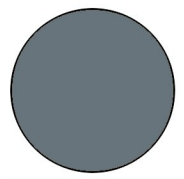
### Right Elevation

SCALE: 3/32"=1'0"

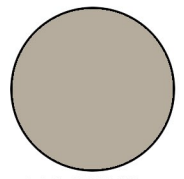


# CLUBHOUSE

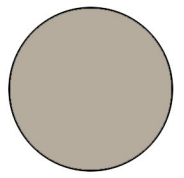
4340 SQ FT



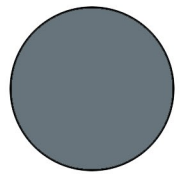
BOARD & BATTEN



LAP SIDING



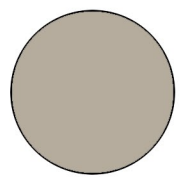
FLAT PANEL 1



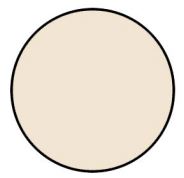
FLAT PANEL 2



ROOF



DOORS



TRIM



### Rear Elevation

SCALE: 3/32"=10' sheet 1



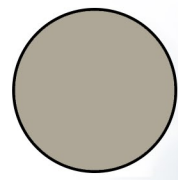
### Left Elevation

SCALE: 3/32"=10' sheet 1

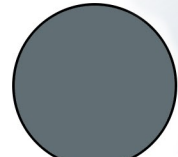


## CLUBHOUSE

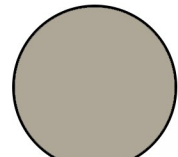
4340 SQ FT



FLAT PANEL



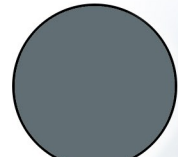
BOARD & BATTEN



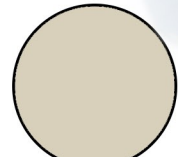
LAP SIDING



ROOF



DOORS



TRIM



HIGHEST ROOFLINE  
131'-5"

ROOF BEARING  
119'-9"

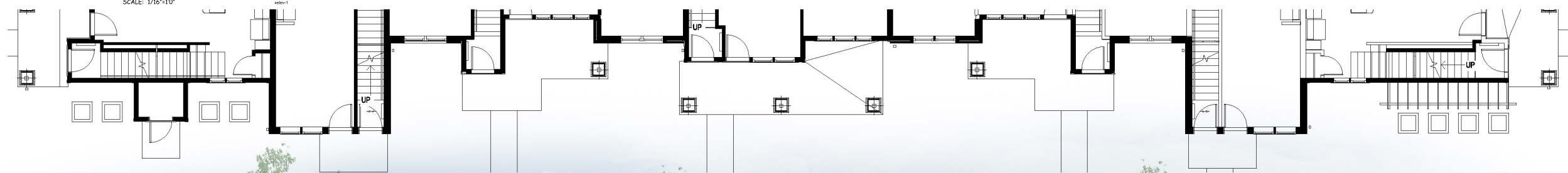
SECOND FLOOR  
110'-7 7/8"

TRUSS BRG.  
109'-1 1/8"

FIRST FLOOR  
100'-0"

### Front Elevation

SCALE: 1/16"=1'0"



HIGHEST ROOFLINE  
131'-5"

ROOF BEARING  
119'-9"

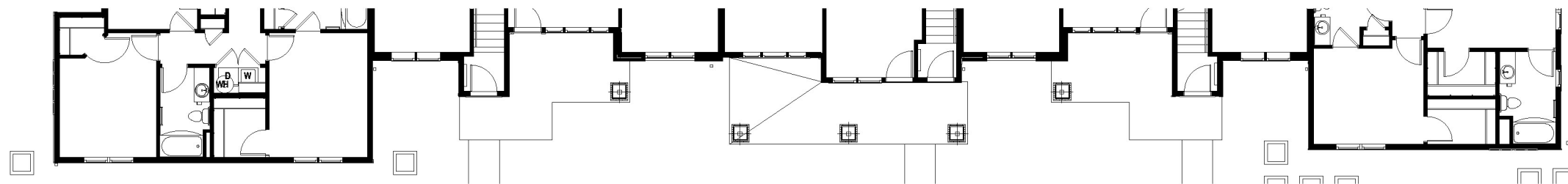
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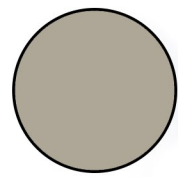
FIRST FLOOR  
100'-0"

### Rear Elevation

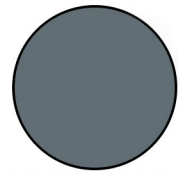
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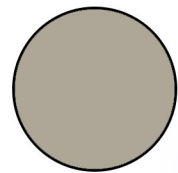
BUILDING G24



FLAT PANEL



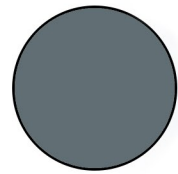
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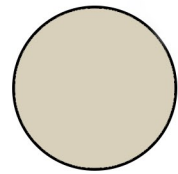
LAP SIDING



ROOF



DOORS



TRIM



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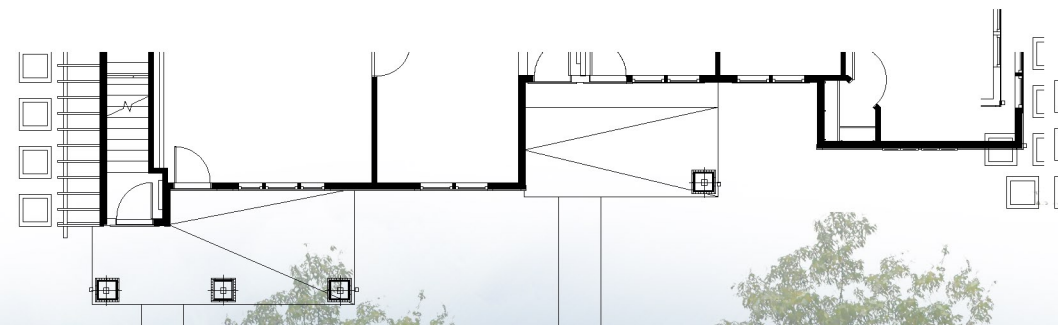
SECOND FLOOR  
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TRUSS BRG.  
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FIRST FLOOR  
100'-0"

### Right Elevation

SCALE: 1/16"=10" xdbv-1



HIGHEST ROOFLINE  
131'-5"

ROOF BEARING  
119'-9"

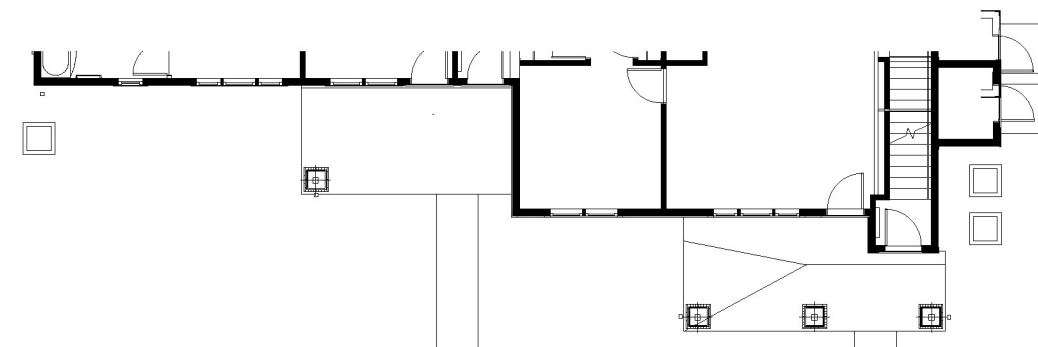
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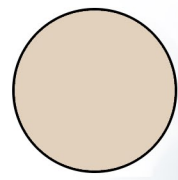
FIRST FLOOR  
100'-0"

### Left Elevation

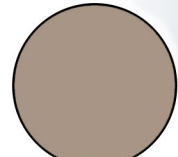
SCALE: 1/16"=10" xdbv-1



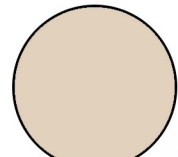
BUILDING G24



FLAT PANEL



BOARD & BATTEN



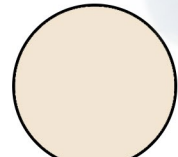
LAP SIDING



ROOF



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TRIM



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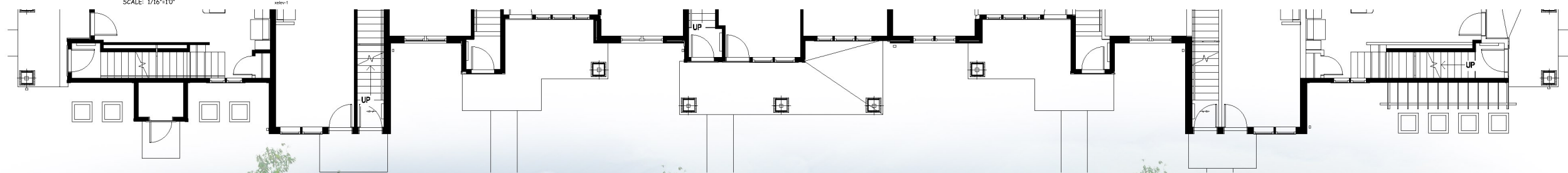
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FIRST FLOOR  
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### Front Elevation

SCALE: 1/16"=1'0"



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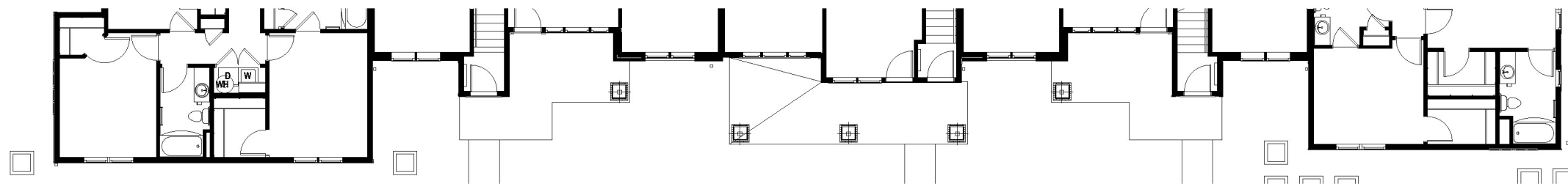
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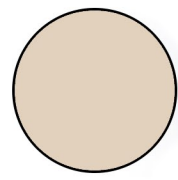
FIRST FLOOR  
100'-0"

### Rear Elevation

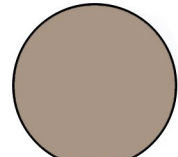
SCALE: 1/16"=1'0"



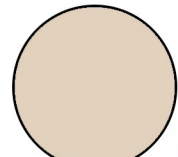
BUILDING G24



FLAT PANEL



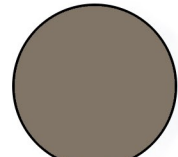
BOARD & BATTEN



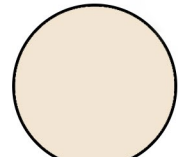
LAP SIDING



ROOF



DOORS



TRIM



HIGHEST ROOFLINE  
131'-5"

ROOF BEARING  
119'-9"

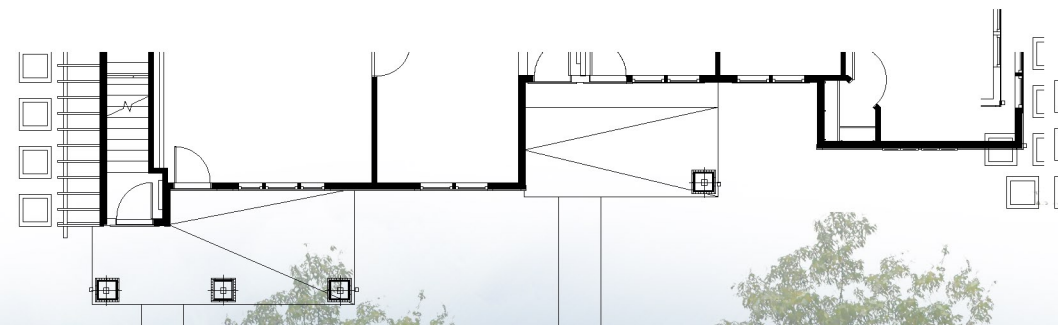
SECOND FLOOR  
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FIRST FLOOR  
100'-0"

### Right Elevation

SCALE: 1/16"=10" xdbv-1



HIGHEST ROOFLINE  
131'-5"

ROOF BEARING  
119'-9"

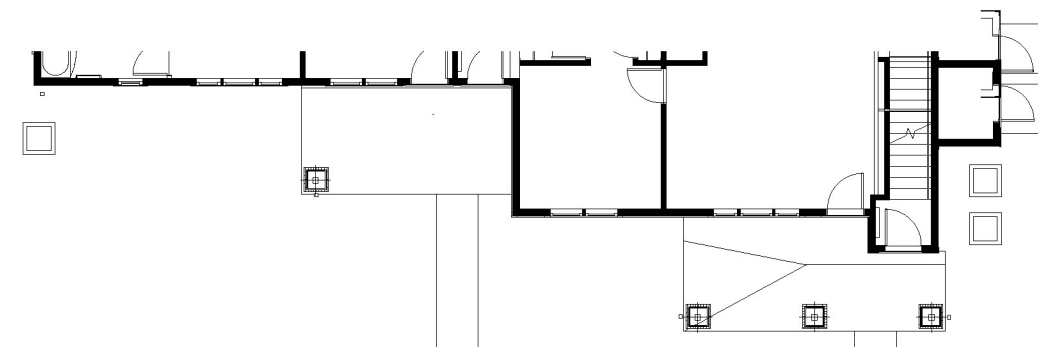
SECOND FLOOR  
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TRUSS BRG.  
109'-1 1/8"

FIRST FLOOR  
100'-0"

### Left Elevation

SCALE: 1/16"=10" xdbv-1



BUILDING G24



① FRONT ELEVATION  
1/16" = 1'-0"



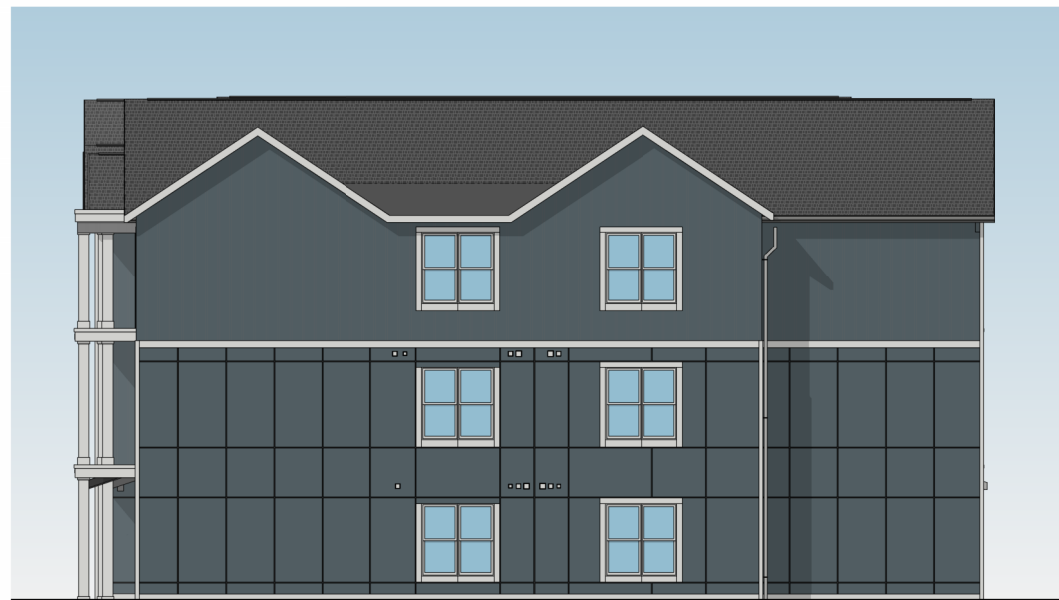
② LEFT ELEVATION  
1/16" = 1'-0"

No.	Description	Date

Elevations #1		A200
Project number	S36 Prototype	
Date	11.1.24	
Drawn by	PD	
Checked by	CP	
Scale 1/16" = 1'-0"		



① REAR ELEVATION  
1/16" = 1'-0"



② RIGHT ELEVATION  
1/16" = 1'-0"

No.	Description	Date

Elevations #2		
Project number	S36 Prototype	<b>A201</b>
Date	11.1.24	
Drawn by	Author	
Checked by	Checker	
Scale		1/16" = 1'-0"



① 3D View 1

Continental Properties  
S36 Springs Apartment

No.	Description	Date

Axon #1		
Project number	S36 Prototype	A202
Date	11.1.24	
Drawn by	Author	Scale
Checked by	Checker	



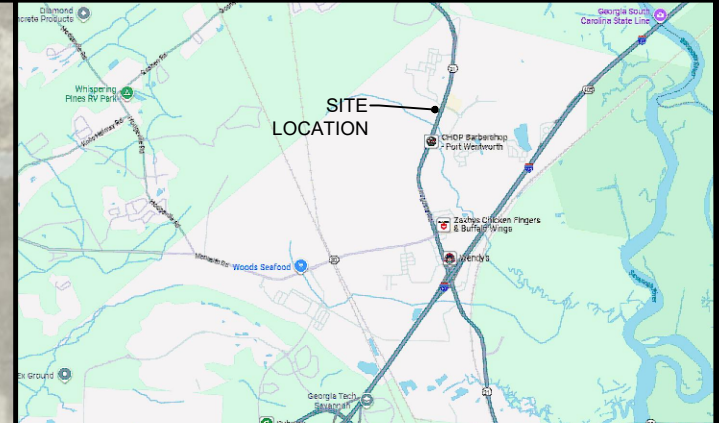
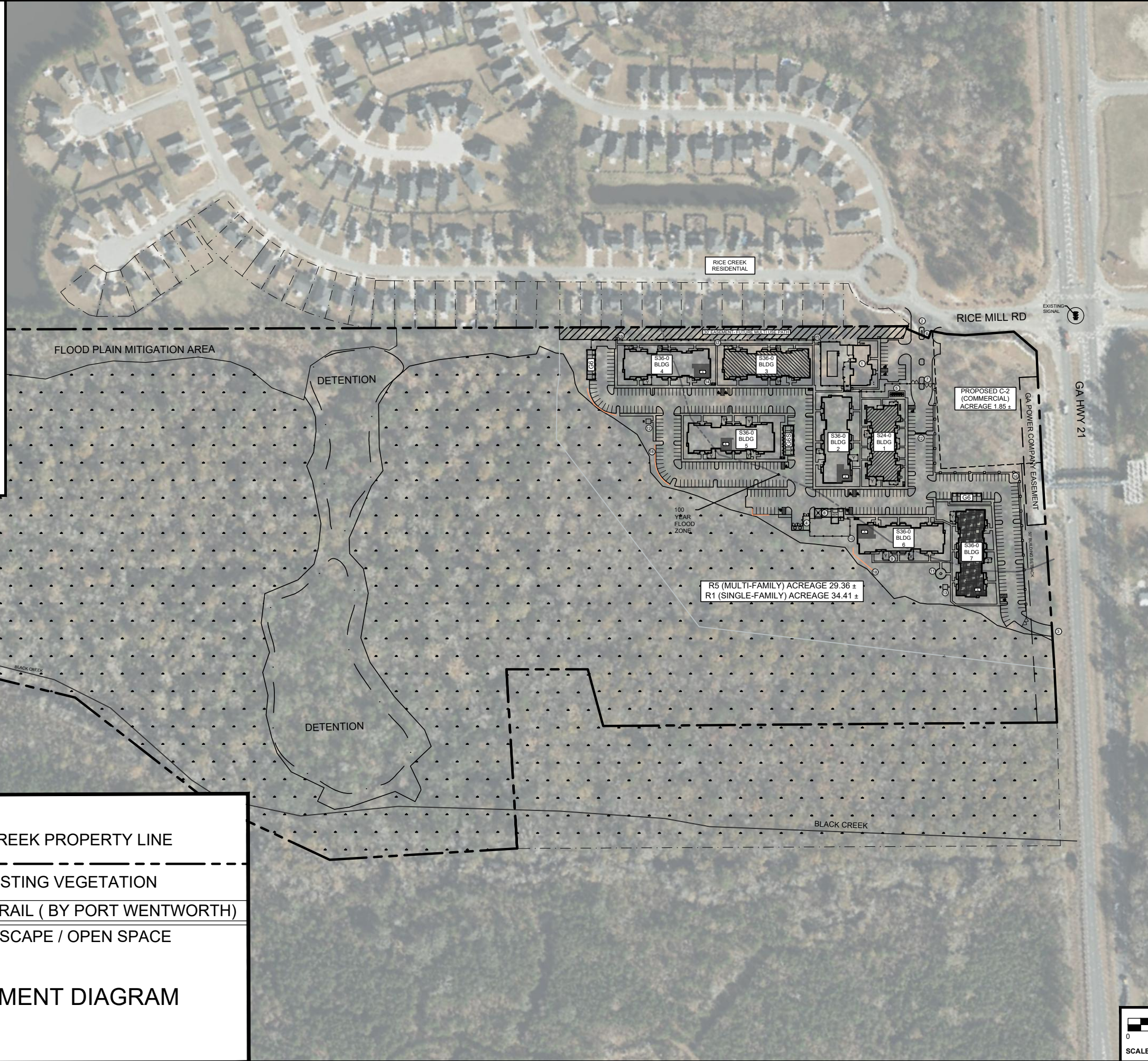
① 3D View 2

No.	Description	Date

Axon #2		
Project number	S36 Prototype	A203
Date	11.1.24	
Drawn by	Author	Scale
Checked by	Checker	

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 Rice Mill Rd NW\Drawings\Drawings\DWG\DWG-D1-1.3.dwg

LEGEND	
1	CLUBHOUSE
2	PROPOSED FULL ACCESS POINT
3	PROPOSED SECONDARY EXIT/RIGHT OUT ONLY
4	TRASH ENCLOSURE
5	MAIL KIOSK
6	MONUMENT SIGN
7	VEHICULAR GATE
8	MAINTENANCE, CAR CARE CENTER, ADA GARAGE, & PACKAGE CENTER
9	4' DECORATIVE FENCE
10	4' V.C. CHAIN LINK FENCE
11	FIRE PIT SEATING AREA
12	TRAFFIC CALMING RUMBLE STRIP
13	GRILL & PERGOLA SEATING AREA
14	BIKE PARKING
15	PEDESTRIAN GATE
16	5' DECORATIVE FENCE ALONG PERIMETER
17	5' WOOD FENCE
18	RETAINING WALL
	UPGRADE
	SMART HOMES
A	TYPE A UNIT
Y	YARD ENCLOSURE



SITE INFORMATION	
R5 (MULTI-FAMILY)	29.36 ACRES
R1 (SINGLE-FAMILY)	34.41 ACRES
C-2 (COMMERCIAL)	1.85 ACRES
TOTAL AREA	65.62 ACRES
DENSITY	8.17 DU/ACRE
BUILDING / LANDSCAPE SETBACKS	NORTH 30'/10' SOUTH 25'/15' EAST 50'/20' WEST 25'/0'
BUILDING INFORMATION	
CLUBHOUSE	SCH-A (4,340 SF)
RESIDENT BUILDINGS	
S24-0 (24 DU/BUILDING)	1 2-STORY / 32'
S36-0 (36 DU/BUILDING)	6 3-STORY / 45'
TOTAL RESIDENT BUILDINGS	7
GENERAL HOME MIX	
STUDIO	22 9%
1-BEDROOM	98 41%
2-BEDROOM	100 42%
3-BEDROOM	20 8%
TOTAL HOMES	240 100%
PARKING INFORMATION	
PARKING	QUANTITY
DETACHED GARAGES	18
G6 (6-BAY)	2
G6S (6-BAY WITH STORAGE)	1
GROUPS BUILDING (SGB-P)	1
TOTAL COVERED PARKING	19
SURFACE PARKING	400
APRON SPACES	NOT INCLUDED
TOTAL UNCOVERED PARKING	400
TOTAL PARKING PROVIDED	419
PARKING REQUIRED PER CODE	390
HOME PARKING RATIO	1.75
OVERALL GARAGES/HOME	0.08
COVERED PARKING RATIO	0.05
CLUBHOUSE PARKING	16
ADA PARKING	12
PARKING DIMENSIONS	
STANDARD STALL	PERP - 9' X 18'
ADA STALL	PERP - 9' X 18'
COMPACT STALL	N/A
DRIVE WIDTH	26'
SITE AMENITIES	
AMENITY	QTY / SF / NOTES
SWIMMING POOL	INCLUDED
FITNESS CENTER	INCLUDED
CAR CARE CENTER	INCLUDED
PET PLAYGROUND TYPE A	4264 SF
BIKE PARKING	20
ENCLOSED YARDS	18
STORAGE LOCKERS	8
PARCEL PICKUP	INCLUDED
GRILLING AREA	INCLUDED
PROPERTY BOUNDARY	CAD

VICINITY MAP  
SCALE: NTS

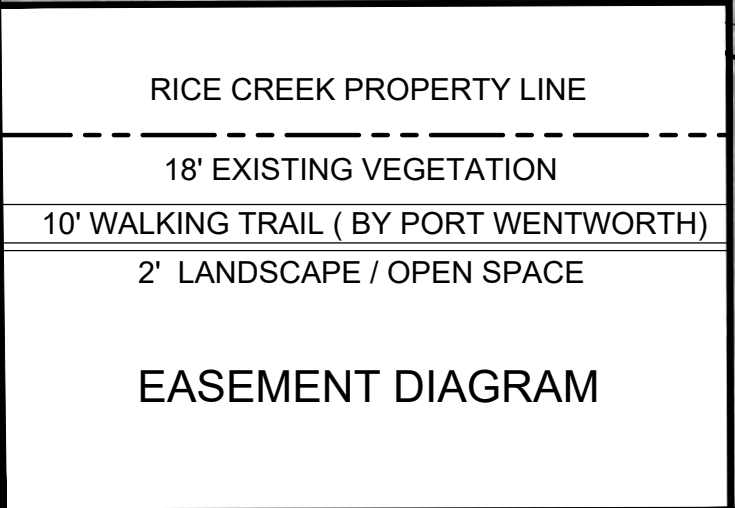
W134 N8675 EXECUTIVE PARKWAY  
MENOMONEE FALLS, WI 53051  
262.502.5500 \* FAX 262.502.5522

ON BEHALF OF  
CONTINENTAL 895 FUND LLC

PROJECT INFORMATION

**UNBRANDED C895 at PORT WENTWORTH**  
HWY 21 & RICE MILL RD | PORT WENTWORTH, GA

CONTINENTAL 895 FUND LLC



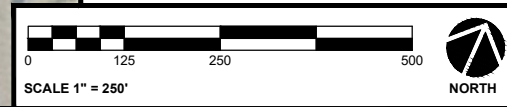
SHEET INFORMATION

**SITE PLAN**

DRAWN DATE: 11/01/2024  
DRAWN BY: AB

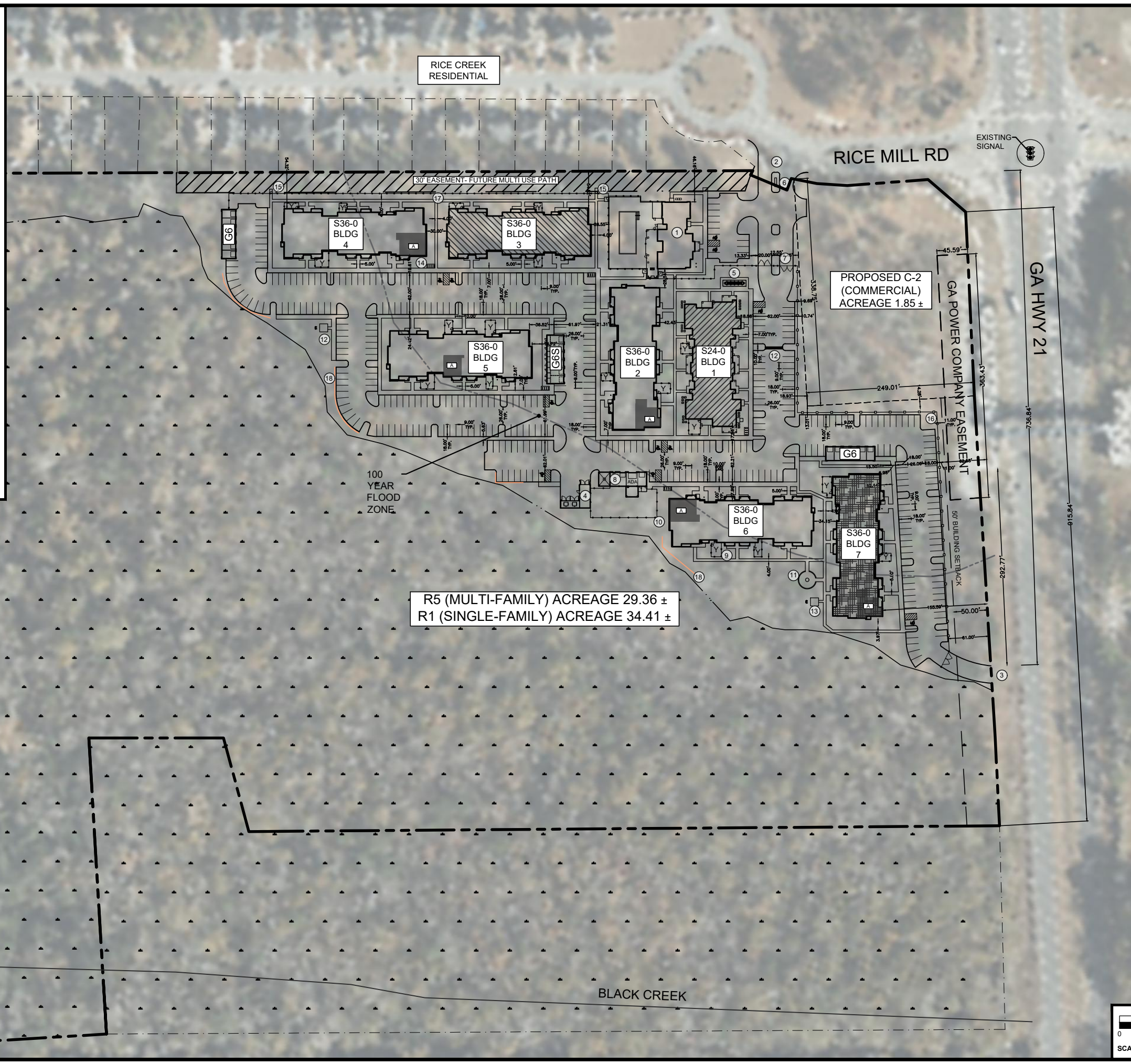
SHEET NUMBER

**D1-1.3**



Monday, November 11, 2024 2:28:50 PM  
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LEGEND	
1	CLUBHOUSE
2	PROPOSED FULL ACCESS POINT
3	PROPOSED SECONDARY EXIT/RIGHT OUT ONLY
4	TRASH ENCLOSURE
5	MAIL KIOSK
6	MONUMENT SIGN
7	VEHICULAR GATE
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TOTAL RESIDENT BUILDINGS	7	
GENERAL HOME MIX	HOMES	PERCENTAGE
STUDIO	22	9%
1-BEDROOM	98	41%
2-BEDROOM	100	42%
3-BEDROOM	20	8%
TOTAL HOMES	240	100%

PARKING INFORMATION	
PARKING	QUANTITY
DETACHED GARAGES	18
G6 (6-BAY)	2
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PARCEL PICKUP	INCLUDED
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PROPERTY BOUNDARY	CAD

VICINITY MAP  
SCALE: NTS

W134 N8675 EXECUTIVE PARKWAY  
MENOMONEE FALLS, WI 53051  
262.502.5500 \* FAX 262.502.5522

ON BEHALF OF  
CONTINENTAL 895 FUND LLC

PROJECT INFORMATION

**UNBRANDED C895 at PORT WENTWORTH**  
HWY 21 & RICE MILL RD | PORT WENTWORTH, GA

CONTINENTAL 895 FUND LLC

SHEET INFORMATION

**SITE PLAN**

DRAWN DATE: 10/15/2024  
DRAWN BY: AB

SHEET NUMBER

**EX-A**





**City Council**  
7224 GA Highway 21  
Port Wentworth, GA 31407

Meeting: 12/19/24  
Department: Development Services  
Category: Ordinance  
Prepared By: Katie Dunnigan  
Department Head: Katie Dunnigan

**SCHEDULED**

**AGENDA ITEM (ID )**

DOC ID:

**Maupin Engineering as Agent for RxNow, LLC, requests the approval of a General Site Plan for "Cherokee Growth" with a petition of modification from Sections 10.50B and 8.20C. PIN# 7-0906-04-044, located at 7896 Highway 21 in the 4th Council District, zoned PUD (Rice Hope - Commercial).**

**Issue/Item:** Maupin Engineering as Agent for RxNow, LLC, requests the approval of a General Site Plan for "Cherokee Growth" with a petition of modification from Sections 10.50B and 8.20C. PIN# 7-0906-04-044, located at 7896 Highway 21 in the 4th Council District, zoned PUD (Rice Hope - Commercial).

• **PUBLIC HEARING**

**Background:** - The applicant proposes to develop a medical office/primary care facility at Highway 21 and Markey Blvd.

- The subject property is within the commercial area of the Rice Hope PUD which is equivalent to the C-2 zoning district for matters of use and development. Medical facilities are a permitted use in the C-2 zoning district.
- All adjacent properties are within the Rice Hope PUD, adjacent uses are vacant commercial and Rice Creek Elementary School.
- The proposed development has received approval from the Rice Hope Architectural Review Board.
- Pursuant to The Code of the City of Port Wentworth Georgia, Zoning Ordinances, Section 13.20: *"After review and recommendation by the Planning Commission, the City Council shall act upon all concept plans...required in Table 13.20."*
- The applicant requests a reduction of required Street Yard Greenways as described in Section 10.50B of the Zoning Ordinances. Such modification is allowed if approved by City Council during in accordance with Section 10.80 B, the hearing of this petition is a Public Hearing.
- Section 8.20 C of the Port Wentworth Zoning Ordinances provides that City Council may grant modification to parking requirements. The applicant requests 98 total spaces which is in excess of the maximum spaces permitted (minimum plus 10%) by 10 spaces.

**Facts and Finding:** - A requisite community meetings was held for this project on December 3, 2024. No community input was received.

- The building is calculated at 14,175 square feet. This proposed facility will offer "extended hours, weekend appointments, primary and pediatric care, in-house labs, x-rays, and imaging services, each of which will serve residents of Port Wentworth and address medical needs of the community."
- The site will have a singular access point on Market Blvd.
- This project will be served by City of Port Wentworth water/sewer.

Petition of modification from Section 10.50 B

Section 10.80 B(3) of the Zoning Ordinances states that "The City Council, upon considering all evidence and input at the public hearing, shall approve or deny the request based upon the following criteria: a. That there are unique physical circumstances or conditions or exceptional topographical or other physical conditions peculiar to the particular property that prevent or severely inhibit compliance with all or a portion of the requirements of this article. b. Failure to grant relief would result in practical difficulties and exceptional hardship. c. That granting relief would not adversely impact the overall purpose and intent of this article and would be the minimum necessary based on conditions of the property."

- Access to/from Highway 21 is unavailable due to the proximity of the 21/Market Blvd intersection. This

forces the project to provide an access point to Market Blvd which aligns with the Publix shopping center, decreasing developable depth. Additionally, the NW corner of the site is decreased by Right of Way. This site has attracted multiple projects which have been unable to make the space work.

- The 15' greenway abutting Market Blvd places hardship on the site by reducing the width of the property to the extent that minimum parking spaces could not be accomplished with the designed building footprint.
- The applicant has achieved a 25' greenway on the Highway 21 frontage and conveyed to Staff an understanding of the recently adopted streetscape plan and beautification goals. On the Market Blvd frontage, the applicant has achieved a 15' section closest to the Hwy 21/Market Blvd intersection. The remaining Market Blvd portion of greenway has 3 landscaped islands and shows a full line of vegetation where 15' cannot be met. Council may wish to add conditions or specific planting requirements with approval of this modification.

Suggested Action:

Staff has reviewed the General Site Plan and finds it to be in conformance with the exception of those items for which the applicant has petitioned modification. Staff recommends approval of General Site Plan with all requested modifications.

At the December 9, 2024 meeting, the Planning Commission voted to recommend **approval** of the general site plan with all requested modifications.

**Funding:**

**Recommendation:**

**Site Plan Review Application**


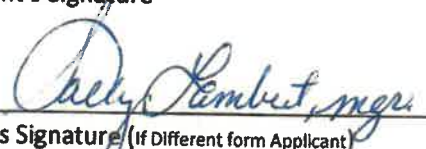
Site Plan Type (Check One):  General / Concept  Specific Development  
Site Plan Address: 7896 Old Highway 21, Port Wentworth, GA, USA  
PIN #(s): 70906 04044  
Zoning: PUD (Rice Hope) Estimated Cost of Construction: \$ N/A  
Type of Construction: Commercial Medical Building  
Project Name: Cherokee Growth

Applicant's Name: Alexine Diouf / Maupin Engineering, INC  
Mailing Address: 114 W. 42nd Street Savannah, GA 31401

Phone #: 912.235.2915 Email: alexine@maupinengineering.com

Owner's Name (if Different form Applicant): Sally Lambert  
Mailing Address: 116 Jefferson St. South Suite 202  
Huntsville, AL 35801  
Phone #: 256-457-0050 Email: Sally@psdinc.org

I hereby acknowledge that the above information is true and correct.

 10-23-2024  
Applicant's Signature Date  
 11/7/2024  
Owner's Signature (if Different form Applicant) Date

Please see page 2 for required submittal checklist

**Site Plan Review Application Submittal Checklist**

**Documentation below is required for a complete submittal.**

- Signed and Completed Application
- 3 Full size sets of site plan civil drawings or concept plan (depending on type of site plan)
- 3 half size (11" X 17") sets of site plan civil drawings or concept plan (depending on type of site plan)
- 2 copies of hydrology reports (if applicable)
- Names, mailing address, and PIN number of all property owners within 250 feet of all property lines
- 1 8 ½" X 11" of site plan civil drawings or concept plan (depending on type of site plan)
- PDF of entire submittal on a flash drive or download link ONLY (NO CD'S)
- Other Engineering details or reports may be required once submittal has been received.
- If property owner and applicant are not the same, Authorization of Property Owner form.
- Site plan review fee check
  - o Concept / General - \$206.00 Site Plan Fee + \$50.00 Admin Fee = Total \$256.00
  - o Specific - \$836.00 Site Plan Fee + \$50.00 Admin Fee = Total \$886.00

**Additional Fee Statement:** If engineer review cost to the City exceeds the site plan review fee that is paid at the time of initial application submittal, you may be required to pay additional review cost.

I have read and agree to the above additional fee statement

  
\_\_\_\_\_  
Applicant's Signature

10-24-2024  
\_\_\_\_\_  
Date

November 29, 2024

Mr. Ryan Bagwell  
Cherokee Growth, LLC  
3333 Riverwood Parkway  
Atlanta, Ga 30339

Re: Cherokee Growth Development – Trip Generation

Dear Mr. Bagwell:

We have analyzed the data provided in the attached exhibit to determine the trips generated by the proposed site. The data for this analysis is provided in the table shown below:

PROPOSED USE	AREA
MEDICAL OFFICE	14,175 SF

The 11<sup>th</sup> Edition of the ITE Trip Generation Manual provides data for this use under Land Use Code 720 – Medical Office (Stand-Alone). This use is defined as:

“A medical-dental office building is a facility that provides diagnoses and outpatient care on a routine basis but is unable to provide prolonged in-house medical and surgical care. One or more private physicians or dentists generally operate this type of facility”.

The ITE provides two formulas to determine the trips generated by the site. The first is for sites near hospital campuses and the second is for stand-alone sites. Based on the location, the site was analyzed as a stand-alone site, and it is anticipated that the site will generate 510 daily trips. This includes 255 entering trips and 255 exiting trips daily. It should be noted that the collection of additional data would be required to determine the existing and proposed delay. If you have any additional concerns, please feel free to let me know.

Sincerely,

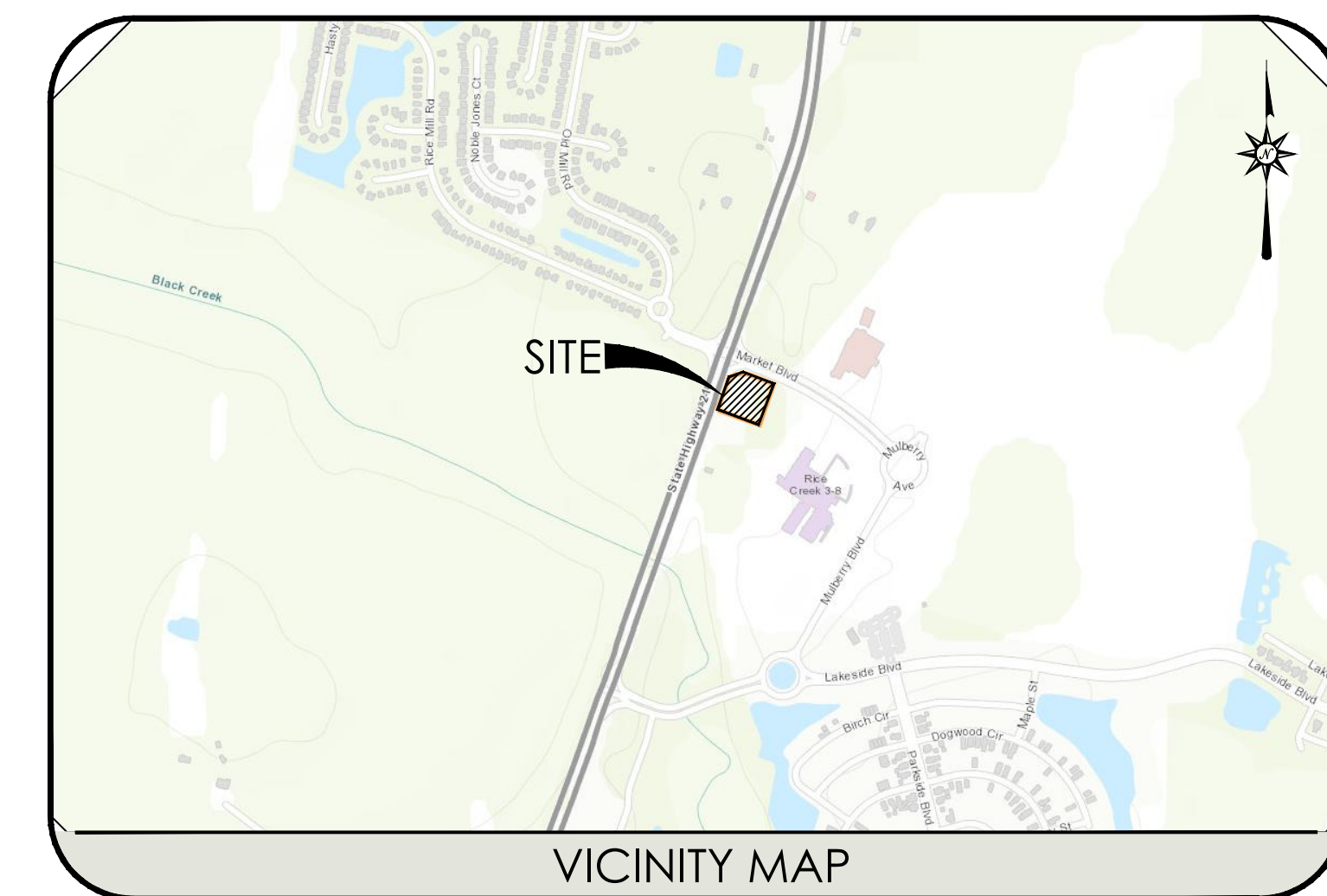
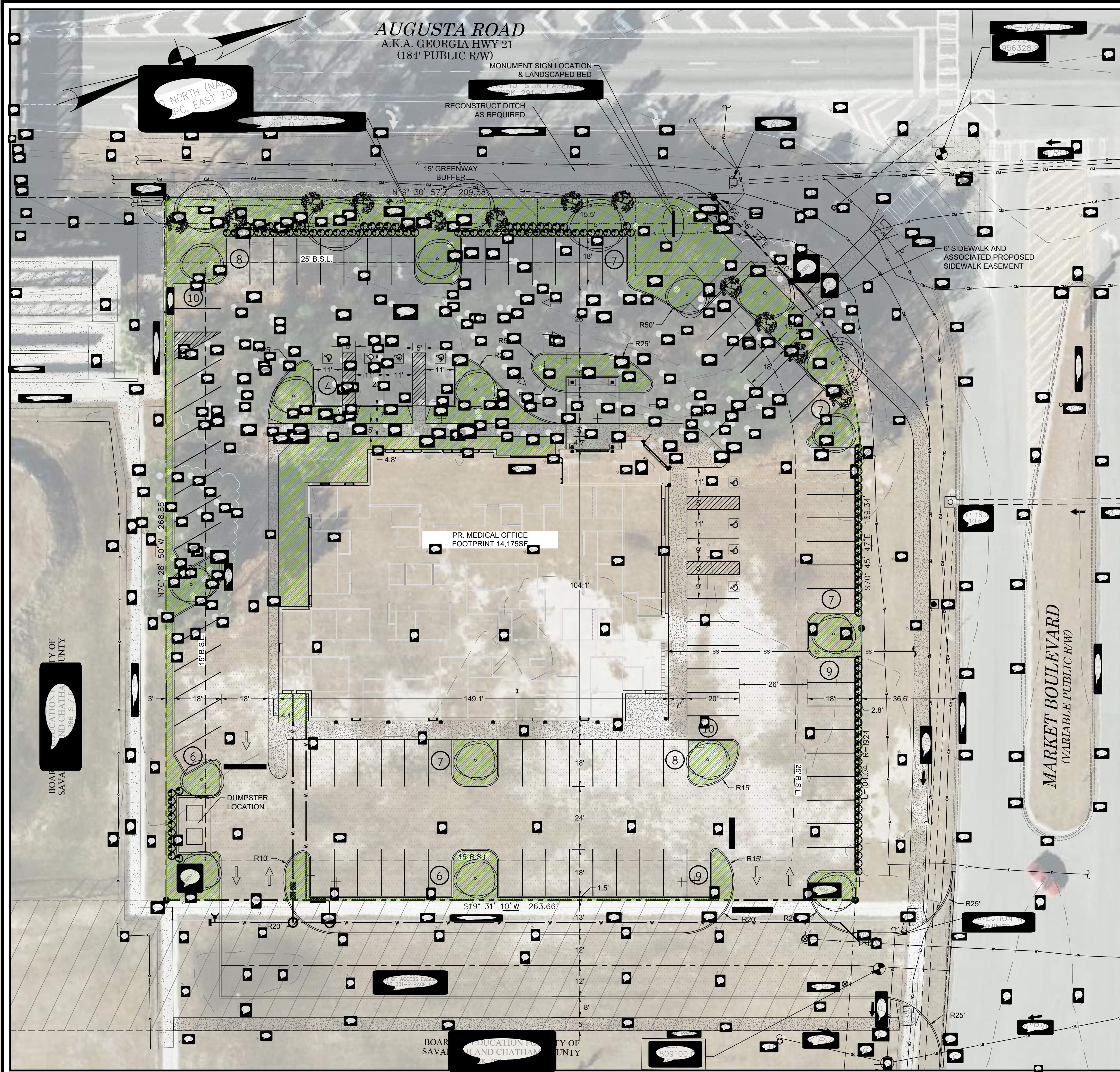


Scott Burns, P.E.

**TRIP GENERATION FOR CHEROKEE GROWTH DEVELOPMENT**

	Unit	Qty	Daily Trips*	AM Total Trips	AM In	AM Out	Pass By	PM Total Trips	PM In	PM Out	Pass By
720 – Medical Office (Stand-Alone)	KSF	14.175	510	44	35	9	0	56	17	39	0

\* Daily Trips include 255 entering trips and 255 exiting trips



**GENERAL DEVELOPMENT NOTES:**

- PIN: 70906 04044  
ADDRESS: 7894 HIGHWAY 21  
PORT WENTWORTH, GA 31407
- CONSTRUCTION EXIT LOCATION  
N: 31.000000°  
W: 81.000000°
- TOTAL LAND ACREAGE = 1.60(S) AC  
TOTAL DISTURBED ACREAGE = TBD(S) AC  
  
PRE DEVELOPMENT  
TOTAL GREEN SPACE = 69,504SF(±) (100.0%)  
PAVED AREA = 0SF(±) (0.0%)  
BUILDING COVERAGE AREA = 0SF(±) (0.0%)  
  
POST DEVELOPMENT  
TOTAL GREEN SPACE = 12,393SF(±) (17.8%)  
PAVED AREA = 42,936SF(±) (61.9%)  
BUILDING COVERAGE AREA = 14,175SF(±) (20.3%)
- EXISTING USE OF PROPERTY : VACANT  
PROPOSED USE OF PROPERTY : MEDICAL OFFICE  
  
PRESENT SITE ZONING : PUD (RICE HOPE)  
MAXIMUM BUILDING HEIGHT : 45 FEET
- LANDSCAPING:  
GREENWAY BUFFER  
1 LARGE TREE / 50LF \* 180LF = 4 LARGE TREES  
4 SMALL CANOPY TREE / 100LF \* 180LF = 8 SMALL TREES  
EVERGREEN SHRUBS 2.5' O.C. / 180LF = 72 SHRUBS  
  
PARKING LOT  
1 MEDIUM TREE, 10' WIDE / 10 SPACES  
  
PROPOSED LANDSCAPE QUALITY POINTS TO BE DETERMINED BY LANDSCAPE PLAN
- PROPERTY IS LOCATED IN ZONE X, NOT A SPECIAL FLOOD HAZARD AREA, BUT NEAR ZONE X-500, A MINIMAL FLOOD HAZARD AREA AS DETERMINED BY FEMA FLOOD INSURANCE RATE MAP # 13051C0030G, DATED 8/15/2018
- THE SITE IS SERVED BY THE CITY WATER AND SANITARY SEWER SYSTEM.
- PARKING SPACE CALCULATIONS:  
REQUIRED:  
MEDICAL AND DENTAL OFFICE, INCL. ALLIED HEALTH PROFESSIONAL OFFICES & OUTPATIENT CLINICS  
1 SPACE FOR EACH 175 SQUARE FEET OF LEASABLE AREA \* 14,000SF = 80SPACES  
  
PROVIDED: 98 SPACES (8 ADA)
- SITE LIGHTING PLAN TO BE PROVIDED SEPARATELY

REVISIONS NO.	DATE	DESCRIPTION

**MAUPIN**<sup>™</sup>  
engineering

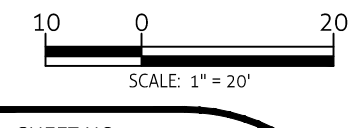
114 WEST 42<sup>ND</sup> STREET  
SAVANNAH, GA 31401

OFFICE PHONE (912) 235-2915  
GENERAL@MAUPINENGINEERING.COM

**GENERAL DEVELOPMENT PLAN**  
CHEROKEE GROWTH

STATUS:  
SKETCH

DRWN: AAA 9-4-2024  
CHK'D: JAM DATE



SHEET NO.  
**1 of 1**  
039-24-02

PROJECT NO.



RICE HOPE PLANTATION COMMUNITY ASSOCIATION

100 LAKESIDE BLVD.

PORT WENTWORTH GA 31407

October 21, 2024

Brooks Forsell

Brooks,

With this letter, Rice Hope Plantation Community Association/HOA approves the building of the medical facility located at 7896 Highway 21 Port Wentworth, GA 31407

Thank you,



Carole Smith

Rice Hope HOA Manager

Community Development Manager

## **7896 Highway 21 – Primary Care Facility**

The applicant, Cherokee Growth, LLC, seeks approval for plans to develop a medical office/primary care facility at 7896 Highway 21 – at the intersection of Highway 21 and Market Boulevard.

The facility will be a primary care medical facility, which offers extended hours, weekend appointments, primary and pediatric care, in-house labs, x-rays, and imaging services, each of which will serve residents of Port Wentworth and address medical needs of the community.

In connection with the use of the property as a medical office, the applicant seeks to obtain three (3) variances, each of which are necessary for the use of this site as a medical office:

- (i) Reduction of 25' greenway buffer on Highway 21 by 10';
- (ii) Reduction of 15' landscape buffer on Market Boulevard by 15';
- (iii) Request for additional on-site parking spaces.

Each of the above variances are necessitated by the medical office use and the design details of the primary care facility. The site requires additional ADA parking and a patient drop off area. Additionally, with the use being a full-service primary care facility, additional staffing is required. Applicant must ensure appropriate parking for staff and patients. Unlike other uses, off-site parking is not recommended for medical facilities.

The site is required to maintain a 10' landscape buffer, as required by a deeded covenant, and the applicant has enhanced the buffers with additional depth and plantings, where feasible, adjacent to Highway 21. On Highway 21 and Market Boulevard, the private property does not extend to the roadway, and there is ample space between the property line and the roadway for sidewalks, buffers, and open area, which therefore provides appropriate spacing and distance from the roads.

The variances requested are the minimum variances necessary to make this property feasible for the applicant's proposed medical office use.



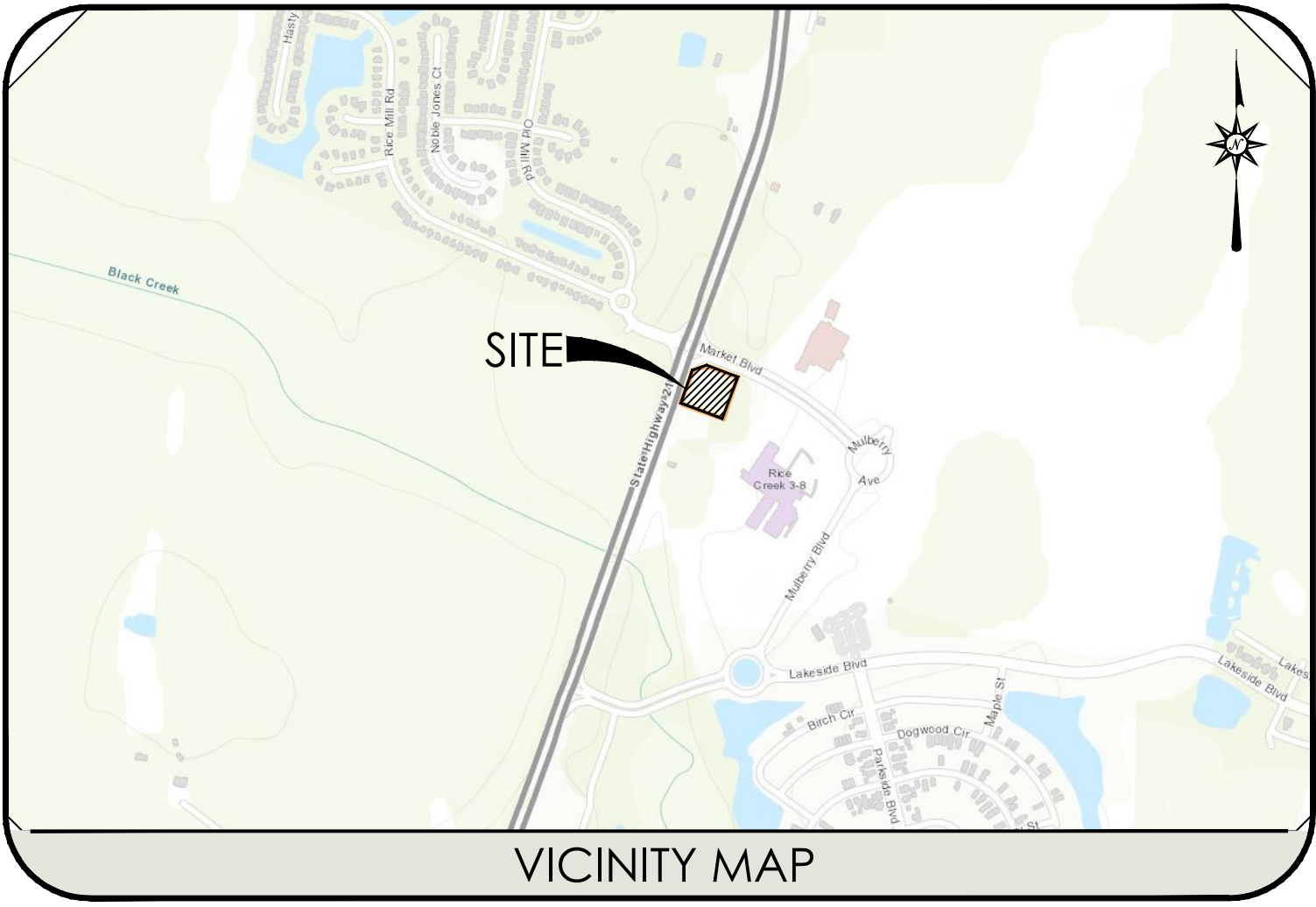
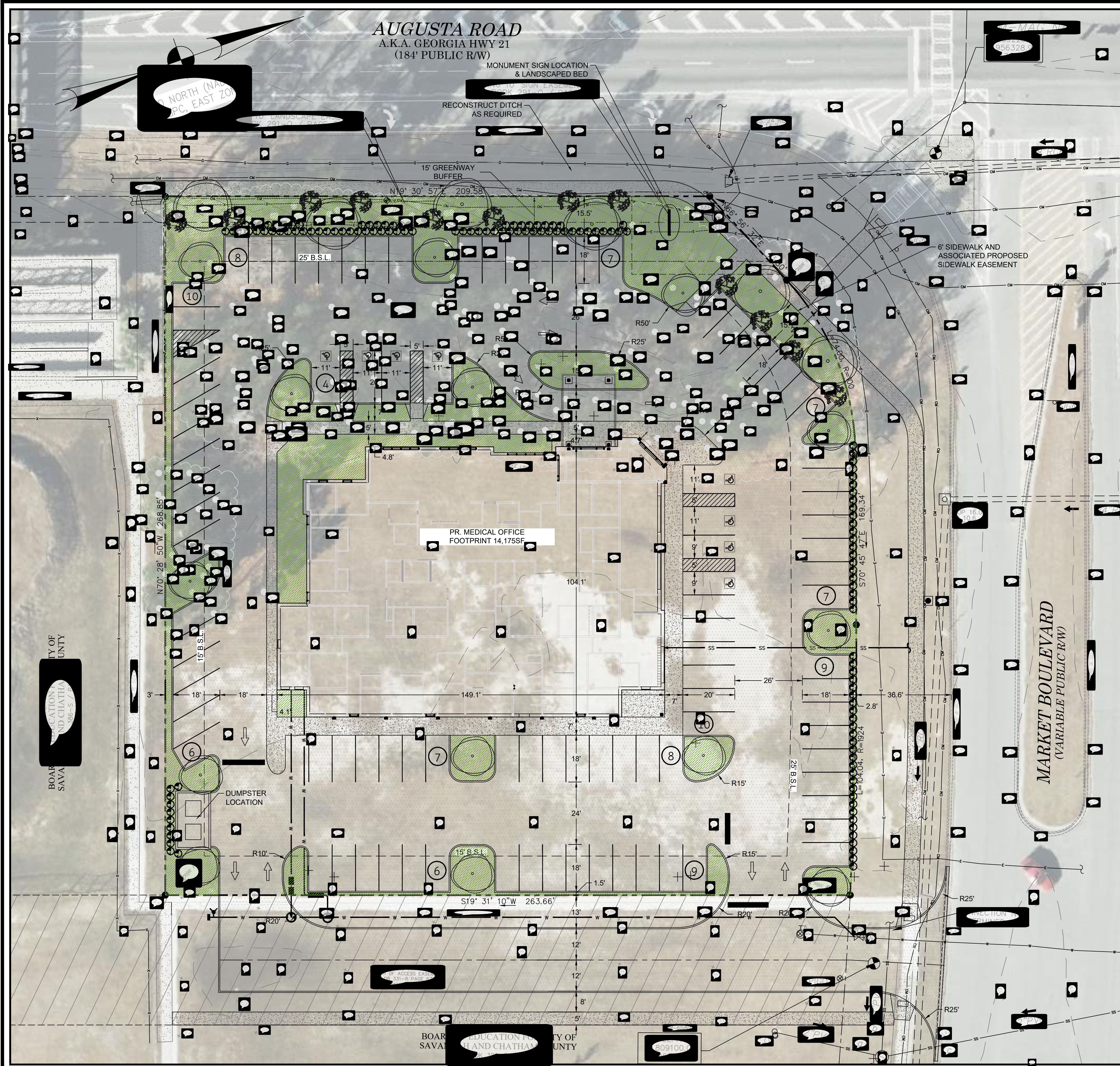












**GENERAL DEVELOPMENT NOTES:**

- PIN: 70906 04044  
ADDRESS: 7894 HIGHWAY 21  
PORT WENTWORTH, GA 31407
- CONSTRUCTION EXIT LOCATION  
N: 31.000000°  
W: 81.000000°
- TOTAL LAND ACREAGE = 1.60(S) AC  
TOTAL DISTURBED ACREAGE = TBD(S) AC
- PRE DEVELOPMENT  
TOTAL GREEN SPACE = 69,504SF(±) (100.0%)  
PAVED AREA = 0SF(±) (0.0%)  
BUILDING COVERAGE AREA = 0SF(±) (0.0%)
- POST DEVELOPMENT  
TOTAL GREEN SPACE = 12,393SF(±) (17.8%)  
PAVED AREA = 42,936SF(±) (61.9%)  
BUILDING COVERAGE AREA = 14,175SF(±) (20.3%)
- EXISTING USE OF PROPERTY : VACANT  
PROPOSED USE OF PROPERTY : MEDICAL OFFICE
- PRESENT SITE ZONING : PUD (RICE HOPE)
- MAXIMUM BUILDING HEIGHT : 45 FEET
- LANDSCAPING:  
GREENWAY BUFFER  
1 LARGE TREE / 50LF \* 180LF = 4 LARGE TREES  
4 SMALL CANOPY TREE / 100LF \* 180LF = 8 SMALL TREES  
EVERGREEN SHRUBS 2.5' O.C. / 180LF = 72 SHRUBS
- PARKING LOT  
1 MEDIUM TREE, 10' WIDE / 10 SPACES
- PROPOSED LANDSCAPE QUALITY POINTS TO BE DETERMINED BY LANDSCAPE PLAN
- PROPERTY IS LOCATED IN ZONE X, NOT A SPECIAL FLOOD HAZARD AREA, BUT NEAR ZONE X-500, A MINIMAL FLOOD HAZARD AREA AS DETERMINED BY FEMA FLOOD INSURANCE RATE MAP # 13051C0030G, DATED 8/15/2018
- THE SITE IS SERVED BY THE CITY WATER AND SANITARY SEWER SYSTEM.
- PARKING SPACE CALCULATIONS:  
REQUIRED:  
MEDICAL AND DENTAL OFFICE, INCL. ALLIED HEALTH PROFESSIONAL OFFICES & OUTPATIENT CLINICS  
1 SPACE FOR EACH 175 SQUARE FEET OF LEASABLE AREA \* 14,000SF = 80SPACES  
PROVIDED: 98 SPACES (8 ADA)
- SITE LIGHTING PLAN TO BE PROVIDED SEPARATELY

REVISIONS	NO.	DATE	DESCRIPTION

**MAUPIN**<sup>™</sup>  
engineering

114 WEST 42<sup>ND</sup> STREET  
SAVANNAH, GA 31401

OFFICE PHONE (912) 235-2915  
GENERAL@MAUPINENGINEERING.COM

GENERAL DEVELOPMENT PLAN  
CHEROKEE GROWTH

STATUS:  
SKETCH

DRWN: AAA 9-4-2024  
CHK'D: JAM DATE

10 0 20  
SCALE: 1" = 20'

SHEET NO.  
**1 of 1**  
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