



CITY OF PORT WENTWORTH
ZONING BOARD OF APPEALS
NOVEMBER 3, 2025

Council Meeting Room

Regular Session

3:30 PM

7224 GA HIGHWAY 21
PORT WENTWORTH, GA 31407

1. CALL MEETING TO ORDER

Chair, Charlene Middleton, called the meeting to order at 3:33PM.

2. PRAYER AND PLEDGE OF ALLEGIANCE

Zoning Board of Appeals Secretary, Katie Dunnigan led the Prayer and Pledge of Allegiance.

3. ROLL CALL - CLERK OF COUNCIL

Attendee Name	Title	Status
Charlene Middleton	Chair	Present
Adriana Tatum-Howard	Member	Present
Tracy Saunders	Member	Present

4. APPROVAL OF AGENDA

Member Saunders made a motion to Approve , which was seconded by Member Tatum-Howard. Vote was unanimous.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Tracy Saunders, Member
SECONDER:	Adriana Tatum-Howard, Member
AYES:	Charlene Middleton, Adriana Tatum-Howard, Tracy Saunders

5. ADOPTION OF MINUTES

Vote to approved the May 5, 2025 minutes.

Chair Middleton made a motion to Approve , which was seconded by Member Tatum-Howard. Vote was unanimous.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Charlene Middleton, Chair
SECONDER:	Adriana Tatum-Howard, Member

AYES: Charlene Middleton, Adriana Tatum-Howard, Tracy Saunders

6. NEW BUSINESS

- A. Consideration of a Variance Application submitted by Continental 895 Fund, LLC, to allow for sign placement within 100' of the intersection of a State Highway and City Right of Way. PIN # 70906 01029, located in the 1st Council District, off Continental Drive, zoned C-2.

- **PUBLIC HEARING**

ZBOA Secretary, Katie Dunnigan presented the application for a Variance.

No one was present to speak for or against the application.

Member Tatum-Howard made a motion to Approve , which was seconded by Member Saunders. Vote was unanimous.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Adriana Tatum-Howard, Member
SECONDER:	Tracy Saunders, Member
AYES:	Charlene Middleton, Adriana Tatum-Howard, Tracy Saunders

- B. Consideration of a Variance Application submitted by 30AIP Port Wentworth, LLC, to allow for sign placement within 100' of the intersection of a State Highway and City Right of Way. PIN # 70033 01002, located in the 2nd Council District, at 5990 GA Highway 21, zoned C-3.

- **PUBLIC HEARING**

ZBOA Secretary, Katie Dunnigan, presented the application for a Variance.

MR. Alvin Ramos of Thomas Sign and Awning was present to speak in support of the Variance, noting that the requested placement would be uniform to the existing sign at the Parker's located on the opposite side of Crossgate Road.

Secretary Dunnigan stated that approval of the variance would inable Wawa to have an additional stanchion sign on the Crossgate Road frontage, as the proposed corner location would then count for both Right of Way frontages. Mr. Ramos stated that the Crossgate Road sign would be replaced with a monument sign.

Member Tatum-Howard made a motion to Approve , which was seconded by Member Saunders. Vote was unanimous.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Adriana Tatum-Howard, Member
SECONDER:	Tracy Saunders, Member
AYES:	Charlene Middleton, Adriana Tatum-Howard, Tracy Saunders

7. ADJOURNMENT

The meeting was adjourned at 3:54PM.

Member Saunders made a motion to Approve , which was seconded by Member Tatum-Howard. Vote was unanimous.


RESULT:	PASSED [UNANIMOUS]
MOVER:	Tracy Saunders, Member
SECONDER:	Adriana Tatum-Howard, Member
AYES:	Charlene Middleton, Adriana Tatum-Howard, Tracy Saunders



ZBOA Chair, Charlene Middleton

The foregoing minutes are true and correct and approved by me on this 2nd
day of February, 2026.

ATTEST:



ZBOA Secretary