

City of Pooler
Planning & Zoning Minutes
June 12, 2023

CALL TO ORDER:

Chairman Matt Saxon called the meeting to order at 3:00 p.m.
Commissioner Simmons led the Pledge of Allegiance.

Attendee Name	Title	Status
Kimberly Dyer	Zoning Admin./Secretary	Present
Matt Saxon	Chairman	Present
Chelsea Henneman	Commissioner	Present
Shirlenia Daniel	Commissioner	Present
Falgun Patel	Commissioner	Absent
Wade Simmons	Commissioner	Present
Mark Williams	Commissioner	Present
Ashley Brown	Commissioner	Present
John Winn	Commissioner	Absent
Pete Chaison	Alternate	Absent
Brian Crooks	City Planner	Present
Nicole Dixon	Planning & Development Director	Present

APPROVAL OF MINUTES

The minutes of the May 22, 2023, Pooler Planning and Zoning Commission were reviewed, and no corrections or amendments were noted.

Result: *Approved*

1-Motion: Commissioner Daniel
2-Second: Commissioner Brown
Passed without opposition.

NEW BUSINESS:

1. Posting of Maintenance Bond/Sidewalk Performance Bond/Final Plat for Ellis Park, Phase 4

Nicole Dixon, Director of Planning & Development, presented the plat to the Board for their review and recommendation. This phase will consist of 64 lots on 19.34 acres. The Public Works Department completed the final inspection on May 15, 2023, and all punch list items have been addressed. Therefore, the developer has posted a maintenance bond in the amount of \$512,322.85 and a sidewalk performance bond in the amount of \$ 173,487.60 to record the plat.

Result: *A motion was made to recommend approval of posting the bonds and final plat for Ellis Park, Phase 4.*

1- Motion: Commissioner Simmons

2- Second: Commissioner Daniels

Passed without opposition.

2. Posting of Maintenance Bond/Sidewalk Performance Bond/Final Plat for Telfair Park, Phase 2

Nicole Dixon, Director of Planning & Development, presented the plat to the Board for their review and recommendation. This phase will consist of 37 lots on 10.76 acres. The Public Works Department completed a final inspection on May 15, 2023 and all punch list items have been addressed. Therefore, the developer has posted a maintenance bond in the amount of \$248,722.50 and a sidewalk performance bond in the amount of \$69,154.80 to record the plat.

Result: *A motion was made to recommend approval of posting the bonds and final plat for Telfair Park, Phase 2.*

1- Motion: Commissioner Daniel

2- Second: Commissioner Henneman

Passed without opposition.

3. Site Plan/landscape Plan for Barrow Drive Trailer Parking Extension

Patrick Warner, with Coleman Company presented the site plan to the Board for their review and recommendation. The 5.20 acres site is located east of Barrow Drive and will consist of an expansion to existing trailer parking and expansion to the existing trailer parking area and the two on-site ponds, adjacent to the parking area.

Result: *A motion was made to recommend approval of site plan/landscape plan for Barrow Drive Trailer Paring Extension, contingent upon the following:*

- All development trees approved and bonded by Phase 1, not being relocated, shall be brought into compliance before scheduling the pre-construction meeting for Phase 2 development.
- All development trees being relocated from Phase 1 and planted in the Phase 2 development area shall be installed prior to close-out of the Phase 2 development.
- The maintenance of the existing stormwater management facilities shall be completed, inspected, and approved by the City of Pooler prior to scheduling the Pre-Construction Meeting for Phase 2 development. The Maintenance shall include, but not be limited to, the mitigation of sedimentation in ponds, outlets, and stormwater conveyance features and complete stabilization of the Phase 1 site. If other stormwater maintenance issues are identified by the City of Pooler, these items shall also be mitigated prior to pre-construction meeting.
- The parking surface/work yard associated with the Log Yard shall be brought into compliance through the provision of an acceptable gravel surface. The non-compliant parking surface/work yard associated with Phase 1 shall initiate the maintenance/compliance work within 6 months of the issuance of the Site Plan Approval Letter. The surfacing of the Phase 1 site, bringing it into compliance, shall be completed and found acceptable to the City of Pooler prior to close-out of the Phase 2 development.

1- Motion: Commissioner Williams

2- Second: Commissioner Simmons

Passed without opposition.

4. Site Plan/Landscape Plan for Towne Place Pooler Hotel

Jay Maupin, with Maupin Engineering, presented the site plan to the Board for their review and recommendation. The project will consist of a 160-room hotel and associated site improvements. The existing lot is part of the Savannah Quarters Master Planned Development. The site is located off Blue Moon Crossing.

Result: A motion was made to recommend approval of the site plan/landscape plan, for Towne Place Pooler Hotel, contingent upon the following:

- A site plan shall be submitted to the City of Pooler prior to the pre-construction meeting, which includes the following modifications:
 - The 8-inch diameter sewer line coming from the building shall not be tied into the grease trap's sampling manhole. Plans shall show this sewer line tying into the on-site system, at a location downstream of the sampling manhole.
 - Remove the name of the private access drive that is currently identified as Hospitality Drive.
 - Provide stop signs located at all locations where stop bars are shown (all driveways and parking lot).
 - Delineate the required 35-ft building setback, which shall be measured from the road centerline.
- The City of Pooler shall be in receipt of the GSWCC Approval of the revised Erosion, Sedimentation, and Erosion Control Plans prior to the pre-construction meeting.
- The proposed traffic improvements, as demonstrated in the plans, are designed to achieve the minimum standard traffic operations. These improvements are being permitted by two separate projects and both must be constructed and accepted by the City prior to close out and issuance of a Certificate of Occupancy for either. The applicable traffic improvements are as follows:
 - A westbound right turn deceleration lane on Blue Moon Crossing being permitted and constructed by 'Walk On's & Vet Center'.

A modification to the southbound approach at Half Moon Way & Blue Moon Crossing intersection is being proposed under this project (Towne Place Pooler). This modification includes a right turn lane and thru/left turn lane on the south bound approach to the intersection.

1- Motion: Commissioner Williams

2- Second: Commissioner Simmons

Passed without opposition.

5. Site Plan/Landscape Plan for 2101 Travis Field Road Truck Yard Improvements (Dean Forest Road)

The development will include the improvements to an existing gravel truck yard by adding pavement and installing stormwater drainage structures including bioretention and detention ponds. The total project area is 14.62 acres. The City is in receipt of the Chatham County approval for the well.

Result: A motion was made to recommend approval of the site plan/landscape plan for 2101 Travis Field Road Truck Yard Improvements.

1- Motion: Commissioner Simmons

2- Second: Commissioner Williams

Passed without opposition.

6. Site Plan/Landscape Plan for Tract W-Harmony Amenity Site

The developer is proposing a revision to the Harmony Amenity site project to include the clearing and grading of the Tract W site, with some utility changes. Dirt will be removed from the amenity site and moved to Tract W for storage.

Result: A motion was made to recommend approval of the site plan/landscape plan for Tract W- Harmony Amenity Site, contingent upon the following:

- As it pertains to the Tract W plans for clearing & grading and landscaping, one of the following shall be required:
 - Mitigation for the significant trees identified as being removed shall be provided in the form of payment into the City of Pooler Tree Fund prior to the issuance of the LDA permit; OR,
 - Mitigation for the significant trees identified as being removed shall be provided in the form of planting under the forthcoming development permit associated with Tract W. The required planting shall be subject to all of the applicable requirements outlined in the City's Ordinances and found as acceptable to the City Arborist and applicable City staff

1- Motion: Commissioner Williams

2- Second: Commissioner Daniel

Passed without opposition.

Adjournment

There being no further business, Commissioner Saxon asked for a motion to adjourn at approximately 3:11 p.m.

1- Motion: Commissioner Brown

2- Second: Commissioner Daniel

Adjourned without opposition.

The foregoing minutes are true and correct and approved by me on this 12th day of June 2023.

Kimberly Dyer, Zoning Administrator/P&Z Commission Secretary