

Pembroke City Council
Workshop Agenda
December 16, 2024
6:00 P.M.

- 1. Call to Order**
- 2. Increase in monthly solid waste residential cart rate from \$15.50 to \$16.50 and commercial cart rate from \$18.00 to \$19.00 due to increase in contract with AllGreen Services effective January 1, 2025.**
- 3. Budget Adoption**
- 4. Executive Session**

Please come in time to eat before the 7:00 council meeting.

Pembroke City Council
Agenda - Revised
December 16, 2024
7:00 P.M.

A. Call to Order

B. Invocation – Pastor Tommy China of First Union Baptist Church

C. Pledge of Allegiance

D. Adoption of Minutes – November 18, 2024

E. Public Comments

F. Introduction of Mayor’s Youth Council

G. Approval of Meeting Agenda

H. Resolutions

- 1. To Add Membership in a Fund of Georgia Interlocal Risk Management for PTSD Coverage mandated by HB451.**

I. Consent Agenda

- 1. Approval of alcohol license renewal for The Bazaar, 186 N. Main Street**
- 2. Approval of alcohol license renewal for Quick Stop, 518 N. Main Street**
- 3. Approval of alcohol license renewal for El Cheapo, 165 E. Bacon Street**
- 4. Budget Adoption for FY 2025**

J. Public Hearings

- 1. Applicant, Courtney Nunoz, is requesting a variance to reduce the side yard setback by 1’, at 139 Ennis Rd, Parcel #0151-025. The variance would reduce the required corner lot setback from 20’ to 19’ for the side yard abutting a side street (dirt road, 40’ ROW).**
- 2. Applicant, Darlene Shuman, is requesting a rezoning from R-1 to B-2 for Parcel B, of Parcel #0161-073, located at 1357 Camellia Dr. The applicant is proposing a two-lot subdivision. Rezoning Parcel B would bring an existing nonconforming use, a hair salon, into conformance.**

K. Ordinance Readings

Motion to dispense with the reading of the Ordinances to follow.

First Readings

- 1. First Reading of an Ordinance to Amend the City of Pembroke Zoning Ordinance from R-1 to B-2 for Parcel B, of Parcel #0161-073, located at 1357 Camellia Dr.**

L. Action Agenda

- 1. Approval to increase monthly solid waste residential cart rate from \$15.50 to \$16.50 and commercial cart rate from \$18.00 to \$19.00 due to increase in contract with AllGreen Services effective January 1, 2025.**
- 2. Approval to authorize City Administrator to execute a contract with Altamaha Building Systems, Inc. in the amount of \$526,115 for construction of City Maintenance Building.**
- 3. Approval of a Variance to reduce the side yard setback by 1', at 139 Ennis Rd, Parcel #0151-025. The Variance would reduce the required corner lot setback from 20' to 19' for the side yard abutting a side street (dirt road, 40' ROW).**

M. Department Reports

N. Committee Reports

- O. Executive Session for the purpose of discussing personnel, land acquisition, and/or litigation as allowed by O.C.G.A., Title 50, Chapter 14.**

P. Adjournment

**PEMBROKE CITY COUNCIL
MINUTES
NOVEMBER 18, 2024**

DRAFT

The regular meeting of the Pembroke City Council was held on Monday, November 18, 2024, at City Hall with the following members present: Mayor Tiffany Zeigler, Mayor Pro-Tem Johnnie Miller, Councilmembers Diane Moore, Sharon Lewis, Ernest Hamilton, and Ed Bacon. Also, present were City Administrator Chris Benson, City Attorney Dana Braun, City Clerk Arlene Hobbs, and City Engineer Marcus Sack.

CALL TO ORDER, INVOCATION AND PLEDGE... Mayor Zeigler called the meeting to order at 7:02 pm. Pastor Terrance Martin of Restoration Faith Deliverance Ministry offered the invocation. The pledge of allegiance to the flag was led by Mayor Pro-Tem Johnnie Miller.

MINUTES... A motion was made by Diane Moore and seconded by Johnnie Miller to approve the minutes of the October 14, 2024; regular council meeting as presented. The motion carried unanimously. A motion was made by Johnnie Miller and seconded by Sharon Lewis to approve the minutes of the October 22, 2024; called meeting as presented. The motion carried unanimously.

PUBLIC COMMENTS – Ms. Ella Moore of 32 Clara Street spoke about the drainage issues in her area.

AMENDMENT OF MEETING AGENDA... A motion to amend the meeting agenda to include items J3 and J4 was made by Diane Moore, seconded by Johnnie Miller. The motion carried unanimously.

APPROVAL OF MEETING AGENDA... A motion to approve the meeting agenda Johnnie Miller, seconded by Sharon Lewis. The motion carried unanimously.

CONSENT AGENDA... A motion to approve the consent agenda was made by Johnnie Miller, seconded by Diane Moore. The motion carried unanimously.

- 1. Film Permit Application – request permission to implement a new film permit application for future requests to film in and around the city.**
- 2. Website Update with Appetgy – approval of service agreement and authorization for City Administrator to execute the agreement in the amount of \$10,700.00.**
- 3. Approval to transfer two vehicles from the PD to the FD for training purposes, Dodge Charger VIN 348741, and Dodge Charger VIN 348742.**

PUBLIC HEARINGS

- 1. Applicant, Jimmy Hinson, is requesting a Conditional Use Permit for a Ready-Mix Concrete Plant on E Industrial Blvd, Parcel 016 027 01.**
 - A. Chris Benson, City Administrator, presented the request and gave an overview of the project. Staff recommended with the condition of a fifty foot buffer. The planning commission recommended approval.
 - B. Michael Smith of Curb and Gutter Pros spoke on behalf of the owner, Jimmy Hinson. He shared the company's plans for the industrial property.

- C. Ken Copi of Wildwood Church Road inquired about the timing of the business, what route they would travel and how many trucks would be coming and going.
- D. Mark Sauer, who owns the property next to this proposed plant spoke in favor of the project.
- E. Michael Smith of Curb and Gutter Pros addressed Mr. Copi's questions saying it is difficult at this time to project just how many trucks will be going in and out. Certainly, in the beginning it will only be a few and future activities will be based on customer need. The issue of the 50 ft buffer was not discussed with the commission, but he asks that the buffer only be required on the east and south borders of the property and the west and north ends are already next to industrial zoned properties.

ORDINANCE READINGS

Motion to dispense with the reading of the Ordinance to follow. A motion to dispense with the reading of the ordinance was made by Johnnie Miller and seconded by Ernest Hamilton. The motion carried unanimously.

Second Readings

1. **Second Reading and Approval of an Ordinance Adopting and Enacting a new code for the City of Pembroke, Georgia providing for the repeal of certain ordinances not included therein, providing a penalty for the violation thereof, providing for the manner of amending such code, and providing when such code and this ordinance shall become effective.** A motion to approve was made by Diane Moore and seconded by Johnnie Miller. The motion carried unanimously.

ACTION AGENDA

1. **Approval of a Conditional Use Permit for a Ready-Mix Concrete Plant on E. Industrial Blvd, Parcel 016 027 01.** A motion to approve with the condition of a required 50-foot buffer on the east and south sides of the property was made by Johnnie Miller, seconded by Diane Moore. The motion carried unanimously.
2. **Consideration of proposal from EOM for operations and maintenance of Streets and Water/Sewer departments for FY 2025.** A motion to consider the proposal from EOM was made by Diane Moore, seconded by Ernest Hamilton. The motion carried unanimously. A motion to include fleet management in this consideration was made by Diane Moore, seconded by Ed Bacon.
3. **Approval of a Proposal for Coverage from GMA-GIRMA Georgia First Responder PTSD Program effective January 1, 2025, as mandated by House Bill 451.** A motion to approve was made by Johnnie Miller and seconded by Ernest Hamilton. The motion carried unanimously.
4. **Approval to authorize City Administrator to execute a contract with Altamaha Building Systems, Inc. in the amount of \$526,115 for construction of City Maintenance Building.** A motion to table this project for further consideration was made by Ed Bacon and seconded by Ernest Hamilton. The motion passed, but with Johnnie Miller opposed.

DEPARTMENT REPORTS...

Police – Chief Collins reported on a new vehicle in their fleet. He also reported that the city was given thirty-four car and body cameras, only two years old, from the Garden City PD. Municipal Court will be held in November (Nov 19) but will not have a court in December per the judge's request. The mayor commended the department and our officers for the time spent with our community's youth.

Fire – Chief Waters reported his department responded to seventy-four calls in October. On November 8th, our crew was deployed to assist Evans County with flood rescues.

City Administrator – Chris reported on hurricane debris collections, an estimated nine thousand cubic yards so far. A punch list is being developed to track the activity. He also reported on the National League of Cities conference attended by himself and the mayor. The workshops and joint sessions offered excellent information on shared issues such as housing, and an affirmation that Pembroke is headed in the right direction to address growth.

DDA – Fernanda reported that the Christmas market registration was officially closed. Our first Walking Tour will kick off this Saturday, November 23rd. She reminded everyone about the "Coffee & Conversation" and "Let's Discuss" events on November 25th.

Street – Dalton reported again on the debris pick-up efforts. He also thanked our fire department, DDA, and Brenda Tyson with the PD for their efforts to assist in our annual Christmas decorations.

Planning and Zoning – nothing to report.

City Attorney – reported on the recorded deeds conveying the Old Ballfield, Dingle School, and CHIP Properties to the DDA.

City Clerk – nothing to report.

City Engineer – Marcus Sack presented the council with a written report on our latest projects. He reported that the Service Line Pipe Inventory had been completed with all lines confirmed as being non-lead. He also reported that our request for additional groundwater withdrawal to meet future demand has been permitted with EPD approval.

COMMITTEE REPORTS – nothing to report.

EXECUTIVE SESSION... none.

ADJOURNMENT... There being nothing further to discuss, at 7:40pm a motion to adjourn the meeting was made by Ernest Hamilton, seconded by Diane Moore. The motion passed unanimously.

RECONVENE...at 7:44pm Mayor Zeigler asked to reconvene the meeting. City Administrator Benson requested to move the December council meeting from December 9th to December 16th due to a scheduling conflict. A motion to move the December council meeting to December 16, 2024, was made by Diane Moore, seconded by Ed Bacon. The motion passed unanimously.

ADJOURNMENT...There being nothing further to discuss, at 8:00pm a motion to adjourn the meeting was made by Johnnie Miller, seconded by Ernest Hamilton. The motion carried unanimously.

ATTEST:

Arlene Hobbs, City Clerk

Tiffany M. Zeigler, Mayor

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

WHEREAS, the Public Entity of Pembroke, located in Bryan 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 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 City Administrator 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 City Administrator 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 16th day of December, 2024 in City of Pembroke, GA

By: _____,

Tiffany Zeigler, Mayor

Attest: _____,

Arlene Hobbs, City Clerk

PROPOSED BUDGET FOR FY 2025

GENERAL FUND	
ACCOUNT NUMBER/DESCRIPTION	Approved
Estimated General Fund Expenditures	
1110 GOVERNING BODY	\$66,487
1410 ELECTION	\$0
1500 GENERAL ADMINISTRATION	\$516,622
2650 MUNICIPAL COURT	\$78,632
3200 POLICE	\$939,120
3500 FIRE DEPARTMENT	\$377,802
3400 PRISON DETAIL	\$70,030
4200 STREET DEPARTMENT	\$788,745
4900 MECHANIC SHOP	\$166,643
4950 CEMETERY	\$19,100
6100 MAINSTREET PROGRAM	\$5,535
6110 POOL / RECREATION	\$86,089
7400 PLANNING & ZONING	\$170,208
7420 CODE ENFORCEMENT	\$27,950
7550 DOWNTOWN DEVELOPMENT AUTHORITY	\$97,517
Total	\$3,410,480
Estimated General Fund Expenditures	\$3,410,480
Projected General Revenue	\$3,410,480
Difference	\$0

WATER/SEWER FUND	
ACCOUNT NUMBER/DESCRIPTION	Approved
Estimated Water/Sewer Fund Expenditures	
3400 WATER/SEWER DEPT PRISON DETAIL	\$48,045
4400 WATER/SEWER DEPARTMENT	\$1,576,997
Total	\$1,625,042
Water / Sewer Residual Equity Reserve	\$1,625,042
Estimated Water/Sewer Fund Expenditures	\$1,625,042
Projected Water/Sewer Revenue	\$1,625,042
Difference	\$0

City of Pembroke

"A Historic Railroad Town"



TIFFANY ZEIGLER
Mayor

CHRIS BENSON
City Administrator

ARLENE HOBBS
City Clerk

DANA F. BRAUN
City Attorney

ROBERT F. PIRKLE
Municipal Court Judge

JOHNNIE A. MILLER, SR.
Mayor Pro-Tem
Councilmember - District 1

SHARON LEWIS
Councilmember - District 2

DIANE MOORE
Councilmember - District 3

ED BACON
Councilmember - District 4

ERNEST HAMILTON
Councilmember-At-Large

Letter of Transmittal To the Pembroke City Council December 16, 2024

To: Members of the Governing Body
From: Tiffany Zeigler, Mayor

I present herewith the proposed budget for the fiscal year 2025. As we progress through the Comprehensive Plan, we will continue to monitor our successes as well as address innovative ideas and programs that will best meet the needs of our city.

The General Fund for Fiscal Year 2025 totals \$3,410,480. The Council voted to set the millage rate for the FY2025 General Budget at 10 mils to continue daily operations of the city. The Proprietary Fund for Fiscal Year 2025 totals \$1,625,042.

In addition to these daily operations, the budget reflects our commitments of resources and staff hours to the following 2025 Capital Projects: New Mechanic Shop, the TOS Theatre project, the Old Ballfield project, CDBG Public Facility Grant project, and T-SPLOST and LMIG paving projects, as well as Water/Sewer Improvements.

The development of the 2025 Budget is a combined effort of the Finance Committee, Department Heads, and the City Hall staff. I want to thank those who provide the documentation needed to complete the budget. This undertaking permits the city to meet its legally mandated requirements while improving our ability to communicate the specifics of our budget to the public.



353 N. Main St.
P.O. Box 130
Pembroke, GA 31321

Phone (912) 653-4413
Fax (912) 653-4424

Tiffany M. Zeigler, Mayor
City of Pembroke

**RESOLUTION NO. 2024-07
BUDGET ADOPTION AND APPROPRIATIONS ACT
FOR FISCAL YEAR 2025**

A RESOLUTION TO PROVIDE FOR ADOPTION OF A BUDGET CONTAINING ESTIMATES OF PROPOSED REVENUES AND EXPENDITURES OF THE CITY OF PEMBROKE, GEORGIA, AND TO PROVIDE FOR THE LEVY OF TAXES FOR EXPENSES OF SAID CITY FOR THE YEAR BEGINNING JANUARY 1, 2025.

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF PEMBROKE, GEORGIA:

Section 1. That for the expenses of the government and its activities for the fiscal year, beginning January 1, 2025, and ending December 31, 2025, and the amounts in the following sections are hereby appropriated:

Section 2. That for the said fiscal year these is hereby appropriated out of the General Fund the following:

Governing Body	\$ 66,487
Election	\$ 0
General Fund	\$516,622
Municipal Court	\$ 78,632
Police Department	\$939,120
Street Prison Detail	\$ 70,030
Fire Department	\$377,802
Street/Sanitation	\$788,745
Mechanic Shop	\$166,643
Cemetery	\$ 19,100
MainStreet/DDA Program	\$ 5,535
Recreation Department	\$ 86,089
Planning & Zoning	\$170,208
Code Enforcement	\$ 27,950
Downtown Development Authority	<u>\$ 97,517</u>
Total	\$3,410,480

Section 3. That for the said fiscal year there is hereby appropriated out the Proprietary Fund (Utility Fund) the following:

Proprietary Fund	\$1,625,042
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Section 4. That for the said fiscal year there is hereby appropriated for special projects, estimated funding for the following:

SPLOST VII Projects	\$650,000
TSPLOST	\$620,000

Section 5. That for the said fiscal year there is appropriated for Capital Projects the following:

General Capital Projects	\$ -0-
Water/Sewer	\$ -0-

Section 6. This Resolution shall be and remain in full force and effect from and after its date of adoption.

Adopted this 16th day of December 2024

Tiffany M. Zeigler, Mayor

Arlene Hobbs, City Clerk

Planning and Zoning Inputs for December 16 City Council meeting

Public Hearings

1. Applicant, Courtney Munoz, is requesting a Variance to reduce the side yard setback by 1', at 139 Ennis Rd, Parcel #0151-025. The Variance would reduce the required corner lot setback from 20' to 19' for the side yard abutting a side street (Dirt Road, 40' ROW).
2. Applicant, Darlene Shuman is requesting a Rezoning from R-1 to B-2 for Parcel B, of Parcel 0161 073, located at 1357 Camellia Dr. The applicant is proposing a two-lot subdivision. Rezoning Parcel B would bring an existing nonconforming use, a hair salon, into conformance.

Action Agenda

3. Approval of a Variance to reduce the side yard setback by 1', at 139 Ennis Rd, Parcel #0151-025. The Variance would reduce the required corner lot setback from 20' to 19' for the side yard abutting a side street (Dirt Road, 40' ROW).

Ordinance (First Reading)

Motion to dispense with the reading of the Ordinances to follow.

1. **First reading of an Ordinance to Amend the City of Pembroke Zoning Ordinance from R-1 to B-2 for Parcel B, of Parcel 0161 073, located at 1357 Camellia Dr.**

**Pembroke Planning Commission
Minutes
November 21, 2024**

The regular meeting of the Pembroke Planning Commission was held on Thursday, November 21, 2024, at City Hall with the following members present: Chair Charlotte Bacon, commission members Anne Barton, Van Redcross, and Shalah Beckworth. Also, present was Community Development Director Derek Cathcart.

Call to Order... Chair Bacon called the meeting to order at 7:00pm and read the information regarding public comment and meeting decorum.

Minutes... A motion was made by Anne Barton and seconded by Shalah Beckworth to approve the minutes of October 17, 2024; regular commission meeting as presented. The motion carried unanimously.

Chair Bacon: Variance request for 51 Mary street has been rescheduled to December 19th.

Public Hearings

- 1. Applicant, Darlene Shuman is requesting a Rezoning from R-1 to B-2 for Parcel B, of Parcel 0161 073, located at 1357 Camellia Dr. The applicant is proposing a two-lot subdivision. Rezoning Parcel B would bring an existing nonconforming use, a hair salon, into conformance.**

Diane Moore: Neighbor to the proposed rezoning, brought two letters from other neighbors in support of a condition that if the rezoning is approved and the use changes or ends, the zoning reverts back to R-1.

Chair Bacon moves to action agenda item 1 while the commission waits on the applicant for the 1' lot with variance request.

- 2. Applicant, Courtney Munoz, is requesting a Variance to reduce the side yard setback by 1', at 139 Ennis Rd, Parcel #0151-025. The Variance would reduce the required corner lot setback from 20' to 19' for the side yard abutting a side street (Dirt Road, 40' ROW).**

Ron Kinder, 47 Harry Hagan Rd, inquires about the specs of the right of way.

Action Agenda

- 1. Recommendation to city council regarding a request to rezone from R-1 to B-2 for Parcel B, of Parcel 0161 073, located at 1357 Camellia Dr.**

A motion to recommend approval to City Council with the condition that the zoning revert back to R-1 if the existing use ends or changes was made by Van Redcross, seconded by Shalah Beckworth. The motion passed unanimously.

- 2. Recommendation to city council regarding a Variance to reduce the side yard setback by 1', at 139 Ennis Rd, Parcel #0151-025.**

Anne Barton: The variance request should be due to a hardship, while the situation is not a hardship.

Shalah Beckworth recuses herself from voting.

Van Redcross: Asks if the variance would reduce the yard or ROW.

Derek Cathcart: Responds that the variance would reduce the side yard from 20' to 19', the ROW would not be affected.

A motion to recommend approval to City Council was made by Van Redcross, seconded by Anne Barton. The motion passed unanimously.

Adjournment...There being nothing further to discuss, at 7:15pm a motion to adjourn was made by Anne Barton, seconded by Shalah Beckworth. The motion passed unanimously.

ATTEST:

Derek Cathcart
Community Development Director

Charlotte Bacon
Planning & Zoning Commission Chair



This report is prepared by the City of Pembroke Department of Development staff to provide information to the Pembroke Planning Commission for assistance in making an informed decision on this matter.

Applicant: Courtney Munoz. Seacoast Construction LLC (Agent).

Request: Variance – 1' reduction of side yard setbacks minimum.

I. MEETINGS:

Planning Commission:	Public Hearing	November 18, 2024
City Council:	Public Hearing & Final Vote	December 16, 2024

II. IDENTIFICATION AND LOCATIONAL INFORMATION:

Existing Zoning: R-1

Proposed Use: Single-Family Residential

Owner/Agent: Wilson Pickett (Owner). Courtney Munoz (Agent)

Location of Property: 139 Ennis Rd. Pembroke, GA 31321

Election Ward: District 3, Diane Moore.

Zoning of Surrounding Property: R-1

III. EXECUTIVE SUMMARY:

The City has received a Variance request submitted by Courtney Munoz of Seacoast Construction LLC, for 139 Ennis Rd, parcel # 0151-025. The variance request is to reduce the side yard setback from 20' to 19'. The subject lot is technically a corner lot with an unnamed dirt road running adjacent to the property, because of this, the setback is 20' compared to the typical 15' side yard setback for interior lots. The owner, Wilson Pickett, was already granted an 18' lot width variance for the Pembroke Pines subdivision. The potential buyer for 139 Ennis Rd. is interested in a 48' wide

home offered by Seacoast Construction, while only 47' of the lot is buildable with the current setbacks.

IV. SUBJECT PROPERTY:

Lot 10 of the Pembroke Pines subdivision. The lot is considered a corner lot, with a required 20' setback from the "road". The road in question is a dirt road with a 40' ROW. The existing ROW does not meet ROW width requirements for a future paved local street. (Pembroke subdivision regulations 7.1.12). The proposed setbacks are consistent with the other interior lot setbacks in the Pembroke Pines subdivision.

V. APPLICABLE CODE SECTIONS:

Section 7-4 Powers and Limitations of the Board.

(1) Administrative Review. The Board shall have the following powers:

(c) To authorize upon appeal in specific cases such variance from the terms of the ordinance as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of the ordinance or resolution will, in an individual case, result in unnecessary hardship, so that the spirit of the ordinance or resolution shall be observed, public safety and welfare secured, and substantial justice done. Such variance may be granted in such individual case of unnecessary hardship upon a finding by the city council that:

(i) There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape, or topography; *The lot sizes, created by a previous variance granted to the property owner, do not allow for a 48' wide house to be built on the subject lot.*

(ii) The application of the ordinance or resolution to this particular piece of property would create an unnecessary hardship; *See above response – the hardship was created by the approval of an earlier variance for reduced lot widths within an R-1 zoning designation. However the 20' setback is applied to lots adjacent to public streets, the "public street" in question does not meet the subdivision regulations for ROW width for a local paved street.*

(iii) Such conditions are peculiar to the particular piece of property involved; *The condition is particular to the piece of property as the 20' side yard setback is a requirement for corner lots, however the street creating the corner lot is a dirt road/ 40' ROW, as opposed to a paved public street.*

(iv) Relief, if granted, would not produce substantial detriment to the public good or impair the purposes and intent of the ordinance or resolution, provided, however, that no variance may be granted for a use of land or building or structure that is prohibited by the ordinance or resolution.

7-4 (3). Variances: The Council may grant a variance only when it finds that literal or strict application of a zoning ordinance to the applicant's property would cause undue hardship in all of the following ways:

(a) The lot in question cannot yield a reasonable return unless a variance is granted; The prospective owner wishes to purchase a 48' wide home for the subject lot. Smaller products are available from Seacoast Construction.

(b) The need for a variance is due to the unique circumstances of the lot and not to the general conditions in the neighborhood; The lot in question requires a 20' side yard setback due to a dirt road/40' ROW. This setback would typically be reserved for public streets with at least a 50' ROW.

(c) The granting of the variance will not alter the essential character of the locality; The subdivision lots are smaller due to a variance granted for reduced lot widths within an R-1 zoning designation. Granting the 1' lot width variance would not alter the character of the approved subdivision as the neighboring interior lots have side yard setbacks of 15'.

(d) The hardship is not the result of action taken by the applicant or a prior owner. The hardship is the direct result of action taken by the applicant/prior owner. A variance was granted to allow reduced lot widths within the subdivision, leaving only 47' of buildable area wide.

VI. STAFF ANALYSIS:

The prospective buyer has provided a letter stating her desire to purchase a Glade Spring home for the subject lot. The home is 48' with only 47' buildable space. The hardship presented is a direct result of action taken by the current owner by subdividing the lots with an approval of a variance in minimum lot width. Typically, this should result in the rejection of variance request. The enforced setback for 20' is applied to the corner lot because of the dirt road 40' ROW adjacent to the property. The interior lots in the Pembroke Pines subdivision only require 15' side yard setbacks, which the Glade Spring product would meet. Considering the 40' ROW does not meet minimum width standards for local streets in the Pembroke Subdivision Regulations, it is unlikely the dirt road will become a typical local street. It could be argued corner lot setback requirements applied to local paved streets would not apply to dirt roads like alleys. The prospective owner has provided a letter of support in her wish to purchase the Glade Spring home – the intent is not for the owner who originally subdivided the property to obtain the variance for themselves.

VII. STAFF RECOMMENDATION:

As a result, Staff recommends to approve the Variance Request for a 1' side yard setback from 20' to 19' for 139 Ennis Rd.

VIII. PLANNING COMMISSION RECOMMENDATION:

In accordance with Article X, Section 10-3 (a.), of the Pembroke Zoning Ordinance, the Planning Commission recommends that City Council **Approve** the Variance request for a 1' side yard setback for 139 Ennis Rd.

Entry #: 16 - Wilson Pickett

Status: Submitted

Submitted: 10/17/2024 2:33 PM

Application for Rezoning, Variance, Home Occupation or Conditional Use

Phone: 912-653-4413

Fax: 912-653-4424

For Office Use Only

Date Received:

10/17/24

Payment Received:

\$150 - Variance Fee

Current Zoning:

R-1 w/exist^{ing} variance

PC Hearing:

11/21/24

CC Hearing Date:

12/16/24

First Reading:

—

Parcel Number:

0151-025 (Lot 10)

Requested Zoning/Variance:

1st lot w/exist^{ing} variance

PC Recommendation:

CC Action:

Second Reading:

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INSTRUCTIONS:

1. Please complete this form in its entirety.
2. Attach additional sheets if needed with section number and letter indicated. If a section does not apply, indicate by "N/A".
3. Incomplete submittal may result in delay of processing.
4. Provide requested information for any adjacent property under the same ownership in this application.
5. **All properly owners must sign this form.** Agents may only sign for a property owner if authorized by a notarized letter signed by the owner accompanies the application.
6. Application must be accompanied by a scaled map or plat showing the property referred to in this application and all adjoining lots or parcels of land which are also under the same ownership.
7. Refer to the Bryan County Tax Assessor's website (qpublic.net/bryan) for additional information.

1. Action Requested (Check all that applies):
Variance

2. Owner and Agent Information:

a. Owner(s) of Record:

Name: Wilson Pickett
Phone: (912) 658-6498

Mailing Address: PO BOX 3057, Richmond Hill, Georgia 31324
Physical Address: 139 Ennis Road, Pembroke, Georgia 31321

Do(es) the owner(s) own any adjacent properties? List Parcel Numbers:
No

The following may be left blank if the applicant is the same as the property owner.

b. Name of Applicant/Agent:
Courtney Munoz

Company Name:
SeaCoast Construction LLC

Phone Number:
(912) 944-8745

Mailing Address:
PO BOX 3057, Richmond Hill, Georgia 31324

Physical Address:
Georgia

c. Name of Professional Contractor(s) (Architect, Engineer, Surveyor, Developer)

Company Name:
Alan Emerick- Emerick Construction LLC

Phone Number:
(912) 925-1918

Mailing Address:
163 Rice Mill Drive, Savannah, Georgia 31419

Physical Address:
Georgia

3. Property Information – Current

a. Property Parcel Number:
0151-025

b. Total Acreage of Property:
17,219 sq ft

c. Acreage proposed for rezoning:
200 sq ft

d. Street address of Property:
139 Ennis Road

e. Location of property:
Ash Branch North East on Ennis Road lot on left

f. Current Zoning:
Residential

Current Land Use:
Residential

g. Lot Characteristics (wooded, field, developed, etc.)
Sparsley treed, developed

h. Are there any structures currently on the property?
No

7-4 (3)
7-4 (1)(c)

i. Contiguous land uses: North South East West
Residential Paved row residential dirt row

j. Current Access (roads):
139 Ennis Road Pembroke Ga 31321

k. Existing utilities:
City water and sewer, Canoochee Overhead Power

l. Please list any rezonings, subdivisions, variances, or other actions for reclassification on all or part of the listed property
Need a 1' variance to build a 48' wide house buildable area currently is 47' wide

Action Date

m. Legal description of property by lot, block, and subdivision designations, or if none, by metes and bounds:
Lot 10 Pembroke Pines Subdivision

4. Property Information – Proposed:

a. Proposed Zoning: Proposed Use:

b. Proposed water: Proposed sewer:

c. Do you plan to sub-divide the property?
No if so, please answer the following:

Proposed number of lots

Proposed improvements (roads, water system, etc.)

Proposed access:

d. Justification of rezoning:

Note: APPLICANTS SHOULD SUBMIT A SKETCH PLAN WITH THE REZONING APPLICATION

5. Proposed Variance: (if applicable)

- 1' lot with variance ~~at~~ lots were approved w/ an 18' lot width variance.
- a. List the section of the City Zoning Ordinance from which you need a variance (refer to the City of Pembroke Website or staff can assist with this information) ~~RMA~~ 5-2 (3) R-1 lot width. 100' → N/A because the applicant is requesting a variance ~~from~~ from the previously approved variance. → Prospective buyer prefers the 98' product.
- b. Please describe the variance you are requesting. ↙

c. Please describe why you believe this variance is justified.

This is a corner lot on a dirt road. This road increased the setback from 15' to 20' since this road is not paved and not used by public. This proposed variance will not adversely affect the road.

(Hardship: The difficulty or impossibility of the use of a lot or parcel created by the zoning ordinance. Hardship is concerned with land use, not the personal problems or situation of the owner of the land.)

Note: If requesting a Variance, this application must be accompanied by a site plan and/or architectural renderings of proposed development depicting the location of lot restrictions and a survey of the property signed and stamped by a State of Georgia Certified Land Surveyor.

6. Adjacent Property Owners:

Provide names, mailing addresses, and zip codes of all property owners adjacent to and across any public right of way, including properties diagonally across an intersection and/or within 250 feet of the property proposed for rezoning or a variance. Provide all names in one list.

Property Owners

Item 1

Name

Josh Presley

Address

150 Owens Road, Pembroke, Georgia 31321

Item 2

Name

Joseph Pecenka

Address

125 Ennis Road, Pembroke, Georgia 31321

Item 3

Name

Kathy Gann

Address

Ennis Road and Owens Road, Pembroke, Georgia 31321

7. Certifications:

a. Have you given contributions that aggregated \$250.00 or more within two years immediately preceding the filing of this application to a candidate that will hear the proposed application?

Untitled

If answered "Yes," please attach a explanation

No

b. Do any of the property owners of this property own any of the adjoining properties?

No

c. I (We), the undersigned, do hereby certify that I (we), am (are) the owners of the property affected by this proposed amendment to the City of Pembroke Zoning Ordinance by virtue of a deed dated 6/26/2023

on file in the office of the Clerk of the Superior Court of Bryan County, in Deed Book 1632

page 427-428 Further, I (we) attest that the information contained herein is true and complete to the best of my (our) knowledge.

Owner's Signature:

Item 1

Signature

Date

10/17/2024

BK:2023 PG:89-89
 P2023000070
 FILED IN OFFICE
 CLERK OF COURT
 06/27/2023 02:40 PM
 BECKY CROWE, CLERK
 SUPERIOR COURT
 BRYAN COUNTY, GA

Rebecca G. Crowe
 THE BLOCK SURVEY FOR THE
 CASE OF REVENUE CODES.
 6004554748
 PARTICIPANT ID



OLD LOT REF:

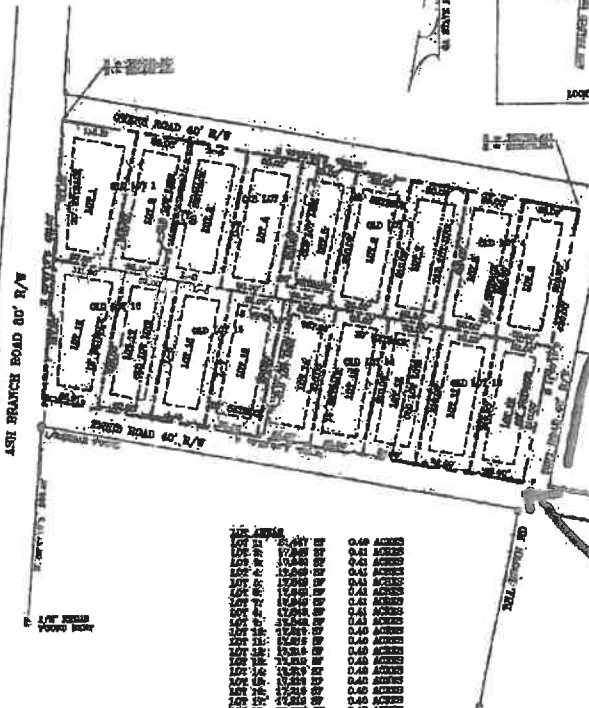
100	100	100	100	100	100	100	100	100	100
101	101	101	101	101	101	101	101	101	101
102	102	102	102	102	102	102	102	102	102
103	103	103	103	103	103	103	103	103	103
104	104	104	104	104	104	104	104	104	104
105	105	105	105	105	105	105	105	105	105
106	106	106	106	106	106	106	106	106	106
107	107	107	107	107	107	107	107	107	107
108	108	108	108	108	108	108	108	108	108
109	109	109	109	109	109	109	109	109	109
110	110	110	110	110	110	110	110	110	110



REMARKS:
 100' = 100'
 101' = 101'
 102' = 102'
 103' = 103'

LINE	BEARING	DISTANCE
L-1	S 77° 02' 15" W	270.00'
L-2	S 77° 02' 15" W	85.00'
L-3	N 11° 46' 10" E	210.00'
L-4	N 77° 02' 15" W	85.00'
L-5	S 77° 02' 15" W	210.00'
L-6	S 77° 02' 15" W	85.00'
L-7	N 11° 46' 10" E	210.00'
L-8	N 77° 02' 15" W	85.00'

NOTE:
 ADJACENT PROPERTY DATA OBTAINED FROM RECORDS & INSTRUMENTS.



LOT	AREA	ACRES
100	270.00 SF	0.01
101	85.00 SF	0.00
102	210.00 SF	0.01
103	85.00 SF	0.00
104	210.00 SF	0.01
105	85.00 SF	0.00
106	210.00 SF	0.01
107	85.00 SF	0.00
108	210.00 SF	0.01
109	85.00 SF	0.00
110	210.00 SF	0.01

REMARKS: THIS SURVEY IS TO BE USED FOR THE PURPOSES OF THE REVENUE CODES. THIS SURVEY IS NOT TO BE USED FOR ANY OTHER PURPOSES.

Approved
 APPROVED
 REVIEWED BY THE CITY OF FARMERS, GA. ON June 2023
 Planning and Zoning

AS SURVEYOR, I HAVE BEEN LICENSED AND APPROVED BY THE GEORGIA SURVEYORS BOARD. I HAVE CONDUCTED THIS SURVEY IN ACCORDANCE WITH THE GEORGIA SURVEYING ACT AND THE RULES AND REGULATIONS OF THE SURVEYORS BOARD. I HAVE BEEN ADVISED BY THE CLIENT THAT THE INFORMATION PROVIDED TO ME IS TRUE AND CORRECT. I HAVE CONDUCTED THIS SURVEY IN ACCORDANCE WITH THE GEORGIA SURVEYING ACT AND THE RULES AND REGULATIONS OF THE SURVEYORS BOARD. I HAVE BEEN ADVISED BY THE CLIENT THAT THE INFORMATION PROVIDED TO ME IS TRUE AND CORRECT.

MICHAEL JIM GARDNER
 LAND SURVEYOR
 LICENSE NO. 2026

NOTES:
 1. THIS PLAN CONTAINS 10 LOTS.
 2. THE PLANTING SHALL BE DONE BY THE OWNER.
 3. THE PLANTING SHALL BE DONE BY THE OWNER.
 4. THE PLANTING SHALL BE DONE BY THE OWNER.
 5. THE PLANTING SHALL BE DONE BY THE OWNER.
 6. THE PLANTING SHALL BE DONE BY THE OWNER.
 7. THE PLANTING SHALL BE DONE BY THE OWNER.
 8. THE PLANTING SHALL BE DONE BY THE OWNER.
 9. THE PLANTING SHALL BE DONE BY THE OWNER.
 10. THE PLANTING SHALL BE DONE BY THE OWNER.

FARMERS PLANNING SUPERVISOR
 AN 7.40 BOUNDARY SURVEY
 SUPERVISOR'S REPORT IS FOR:
 KNOWN AS LOTS 1-4 AND 10-16
 OF THE HAZEL SUBDIVISION
 LOCATED IN THE 10th C.M. DISTRICT,
 CITY OF FARMERS, BRYAN COUNTY,
 GEORGIA.

MICHAEL JIM GARDNER
 LAND SURVEYOR
 180 VARNEDGE AVENUE
 GARDEN CITY, GEORGIA 31408
 PHONE (912) 964-8282

November 6, 2024

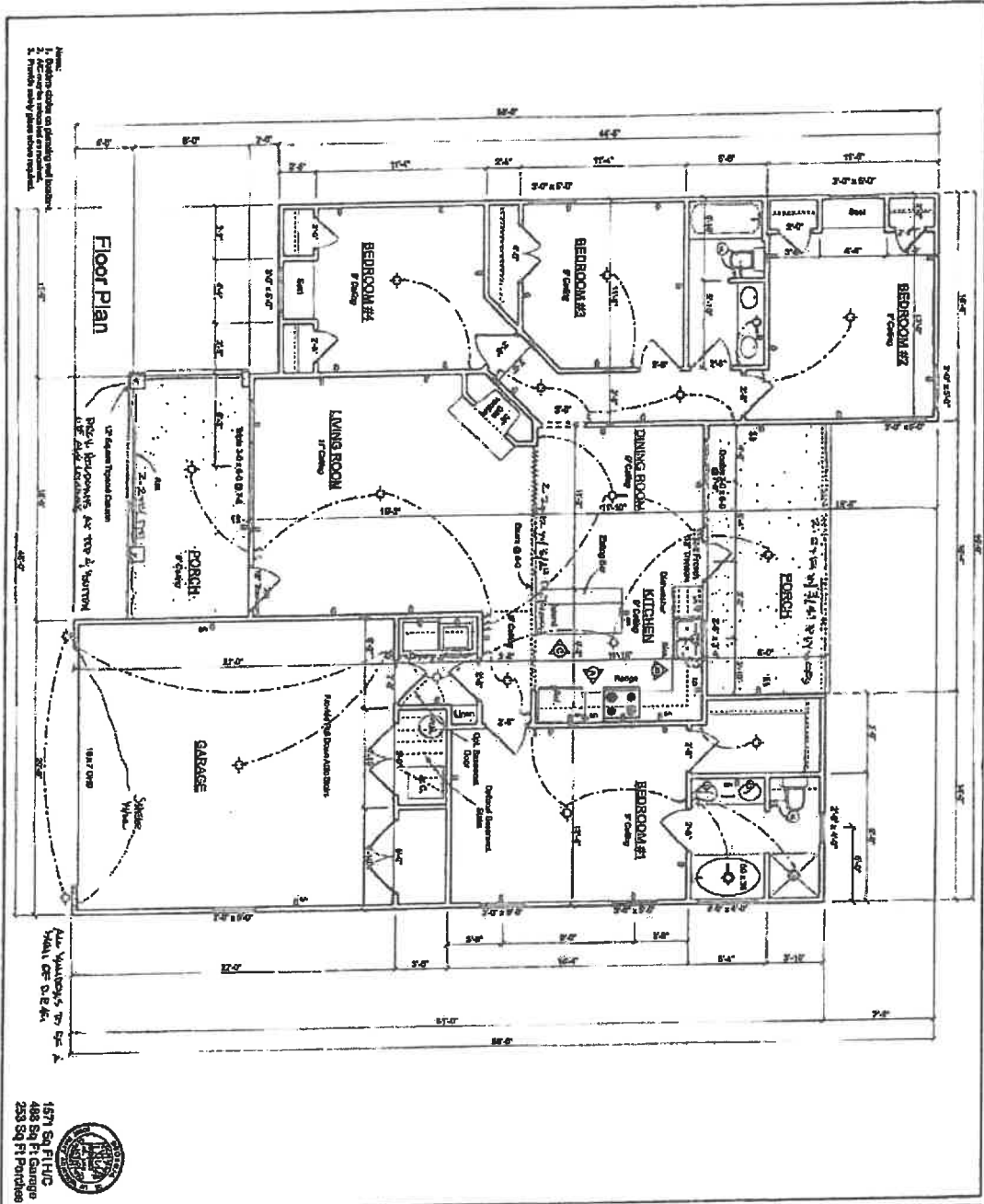
To whom it may concern,

My name is Carla Lizeth Castro Lopez, I am the prospective buyer for 139 Ennis Rd Pembroke Ga 31321. My desire is to purchase this corner lot next to the woods and this house plan, The Glade Spring is the house I like and want however it is a 48' house which would require a 1' lot width variance, please.

Thank you,

Carla Lopez

Carla Lizeth Castro Lopez



1571 So. Flint
 488 So. Ft. Collins
 233 So. Ft. Collins



W.L. Martin Home Designs
 for Current Information
www.wlmartinhomes.com

**#24270 - Reversed
 Gladespring**

Date	Issue 1/4" = 1'-0"
Sheet	3
of	7
Scale	None

REVISIONS	BY

Pembroke



Military Reservation

Legend

- Road Names
- Road Centerlines
- Railroads
- Essements
 - Access Easement
 - Common Area
 - Drainage Easement
 - Utility and Access Easement
 - Maintenance Easement
 - ROW
 - Uncolored Buffer
 - Utility Easement
 - Wooded Buffer
- Business District
- Zoning
 - A-1
 - B-1
 - B-2
 - B-3
 - M-1
 - M-2
 - R-1
 - R-2
 - R-3
 - R-4
 - P-00
- Parcels
- City Boundary
- Bryan County Boundary

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12 Nov, 2024



Overview



Legend

- Current Parcels
- Roads
- Fort Stewart

Parcel ID	0151025	Owner	SEACOAST CONSTRUCTION LLC	Last 2 Sales			
Class Code	Residential		PO BOX 1228	Date	Price	Reason	Qual
Taxing District	Pembroke City		RICHMOND HILL, GA 31324	7/10/2023	\$450000	CH	U
Acres	0.4	Physical Address	139 ENNIS RD	3/1/1983	0	UQ	U
		Assessed Value	Value \$21100				

(Note: Not to be used on legal documents)

Date created: 11/12/2024

Last Data Uploaded: 11/11/2024 9:27:29 PM

Developed by **SCHNEIDER**
CORPORAL

Derek Cathcart

From: Courtney Munoz and Cheryl Pickett <andrea@cpicketthomes.com>
Sent: Thursday, October 24, 2024 12:01 PM
To: Derek Cathcart
Subject: FW: Lot Width Variance

- 1) Garvin and Kathy Gann own lost on Ennis and Owens Road
(Mailing address is PO BOX 995 Pembroke Ga 31321)
- 2) Charles Beckworth owns 112 Ennis Road Pembroke Ga 31321 and 215 Bill Brown Road Pembroke Ga 31321
- 3) Joseph Pecenka 125 Ennis Road Pembroke Ga 31321
(Mailing Address is 80 Old Myrtle Grove Lane Richmond Hill, GA 31324)
- 4) Joshua and Ashley Presley 150 Owens Road Pembroke Ga 31321
- 5) Betty Smith 170 Ennis Road Pembroke Ga 31321

From: Courtney Munoz and Cheryl Pickett <andrea@cpicketthomes.com>
Sent: Thursday, October 24, 2024 10:45 AM
To: 'Derek Cathcart' <dcathcart@pembrokega.net>
Subject: RE: Lot Width Variance

Okay, I will look again and get them to you ASAP today.

From: Derek Cathcart <dcathcart@pembrokega.net>
Sent: Thursday, October 24, 2024 10:41 AM
To: Andrea <andrea@cpicketthomes.com>
Subject: RE: Lot Width Variance

Three property owners were listed – it looks like there are more property owners within 250' of the subject lot.

From: Andrea <andrea@cpicketthomes.com>
Sent: Thursday, October 24, 2024 10:22 AM
To: Derek Cathcart <dcathcart@pembrokega.net>
Subject: Re: Lot Width Variance

I'm so sorry I thought we did that or maybe we didn't complete them all or correctly?
Sent from my iPhone

On Oct 24, 2024, at 9:17 AM, Derek Cathcart <dcathcart@pembrokega.net> wrote:

Courtney,

To complete the variance application, I need you to provide the names and addresses of all property owners within 250' of Lot 10. (#6 of the variance application)

Thanks,

<image001.png>
Derek Cathcart
Community Development Manager
PO Box 130
353 N Main Street
Pembroke, GA 31321
912-653-4413

From: Courtney Munoz and Cheryl Pickett <andrea@cpicketthomes.com>
Sent: Wednesday, October 23, 2024 2:15 PM
To: Derek Cathcart <dcathcart@pembrokega.net>
Subject: RE: Lot Width Variance

Here is the house plan for the variance lot 10. It is a Gladespring. Let me know if you need anything else.

Thank you,

Courtney

From: Courtney Munoz and Cheryl Pickett <andrea@cpicketthomes.com>
Sent: Wednesday, October 23, 2024 1:39 PM
To: 'Derek Cathcart' <dcathcart@pembrokega.net>
Subject: RE: Lot Width Variance

Thanks so much, Derek!

From: Derek Cathcart <dcathcart@pembrokega.net>
Sent: Wednesday, October 23, 2024 1:37 PM
To: Courtney Munoz and Cheryl Pickett <andrea@cpicketthomes.com>
Subject: Lot Width Variance

Good afternoon,

The request for a 1' lot width variance will go before Planning Commission on Thursday, November 21 at 7pm. The request will then go to City Council for a second public hearing and final vote on Monday, December 9 at 7pm. Both meetings will be held at 353 N. Main Street in the Council Chambers. I will also send a notice of public hearing by mail.

If you could send me architectural drawings of the proposed product for the site, that would be great.

Thanks,

<image001.png>
Derek Cathcart
Community Development Manager
PO Box 130
353 N Main Street
Pembroke, GA 31321
912-653-4413

City of Pembroke
"A Historic Railroad Town"



TIFFANY ZEIGLER
Mayor

CHRIS BENSON
City Administrator

ARLENE P. HOBBS
City Clerk

DANA BRAUN
City Attorney

ROBERT F. PIRKLE
Municipal Court Judge

JOHNNIE A. MILLER, SR.
Mayor Pro Tem
Councilmember - District 1

SHARON LEWIS
Councilmember - District 2

DIANE MOORE
Councilmember - District 3

ED BACON
Councilmember - District 4

ERNEST HAMILTON
Councilmember-At-Large

Notice of Public Hearing

The Pembroke Planning Commission will hold a public hearing November 21, 2024, at 7 p.m. in the city hall at 353 N. Main Street, Pembroke, Georgia, to consider a Variance request to reduce the side yard setback by 1', at 139 Ennis Rd, Parcel #0151-025. The Pembroke City Council will hold a public hearing and final vote for the Variance request on December 16, 2024, in the city hall at 353 N. Main Street. The public is invited. Persons needing special accommodations should call the Pembroke City Hall at (912) 653-4413.



353 N. Main St.
P.O. Box 130
Pembroke, GA 31321

Phone (912) 653-4413
Fax (912) 653-4424

"This institution is an equal opportunity provider and employer."



This report is prepared by the City of Pembroke Department of Development staff to provide information to the Pembroke Planning Commission for assistance in making an informed decision on this matter.

Applicant: Darlene Shuman

Request: Rezone to B-2 from R-1

I. MEETINGS:

Planning Commission:	Public Hearing	November 21, 2024
City Council:	Public Hearing & First Reading	December 16, 2024
City Council:	Second Reading & Vote	January 13, 2025

II. IDENTIFICATION AND LOCATIONAL INFORMATION:

Proposed Zoning: B-2

Existing Zoning: R-1

Size of Area: Total Area: 76 acres

Proposed Use: Hair Salon (Commercial)

Owner/Agent: Darlene Shuman

Location of Property: 1357 Camellia Dr.

Election Ward: District 3. Diane Moore

Comprehensive Plan Character Area: Community Gateway

Zoning of Surrounding Property: R-1, B-2

III. EXECUTIVE SUMMARY:

The City has received a request submitted by Darlene Shuman to subdivide Parcel #0161 073 into two lots, and rezone the lot with an existing hair salon business from R-1 to B-2. The existing use is

nonconforming, and grandfathered in, allowing the use to continue to exist as it stands currently. The proposed lot must be rezoned to allow for a subdivision so that the use is an allowed use on proposed lot B. The proposed lot A, with an existing single-family home, would remain zoned R-1.

IV. SUBJECT PROPERTY:

The proposed two lot subdivision would create a single-family lot, to remain zoned R-1, with access diverted from Camellia drive to Lakeview Drive. The proposed lot B is currently a nonconforming use with a hair salon grandfathered into an R-1 zoning district. The rezoning would bring the proposed lot into conformance to continue its use as a hair salon.

V. APPLICABLE CODE SECTIONS:

Article IX, Section 9-4 (4).

Zoning Amendment Criteria

The following will be used to determine whether the re-zoning is appropriate.

(a) The zoning request should be a logical extension of a zoning boundary which would improve the pattern of uses in general area. The educational complex adjacent across HWY 119 is currently zoned B-2. This extension of the commercial zoning designation aligns with the "Community Gateway" character area. The use would not change – the hair salon is a grandfathered, nonconforming use. Rezoning the property would bring the existing use into conformance.

(b) The request should not be an illogical extension of a zone boundary to allow commercial, industrial, or high-density apartment intrusion into a stable neighborhood of well-maintained single-family homes, which would result in neighborhood deterioration, the spread of blight, and requests for additional zoning of a similar nature, expanding the problem. See above comment.

(c) The request should not result in "spot zoning" or generally be unrelated to either existing zoning or the pattern of development in the area. The proposed zoning would bring an existing use into conformance, logically extend a zoning designation boundary, and align with the existing Community Gateway character area.

(d) The request should not create traffic which would traverse established single-family neighborhoods on minor streets, leading to congestion, noise and traffic hazards. N/A – use will not change.

(e) The request should conform to the general expectations for population growth and distribution. The proposed zoning designation aligns with the existing character area, and expected growth in the immediate neighborhood.

(f) The request should not limit options for the acquisition of future planned public facility sites, roads, open-space, etc. N/A

(g) This request should not result in major changes in existing levels of public service, and/or fiscal stability. *N/A*

(h) This request should not achieve short-term goals at the expense of long term, development goals. *The proposed zoning aligns with long term growth goals for the immediate area.*

(i) This request should not result in changes to market values and/or tax rates of nearby properties.

(j) The request should conform to policies and recommendations contained in the Pembroke, Georgia Comprehensive Plan. A negative finding on one or more of these criteria shall not preclude approval of a re-zoning.

VI. STAFF ANALYSIS:

The rezoning request would bring a nonconforming use into conformance. The applicant plans to subdivide a lot with an existing beauty salon and single-family residence into two lots. One lot will be a residential lot with the existing home, and the other lot would be commercial with the existing beauty salon to remain. The use will not change, however by rezoning to B-2, the use will be permitted. Access to the residential property would be moved to Lakeview Drive, and access to the beauty salon lot would be located on Camelia Drive. The proposed B-2 zoning designation is a logical extension of the current B-2 zoning designation adjacent to the subject property across Highway 119. The zoning designation aligns with the vision and expected uses of the Community Gateway character area. The use will remain the same, and traffic may decrease from the rezoning as the residential access to the existing single-family home will be redirected to Lakeview Drive.

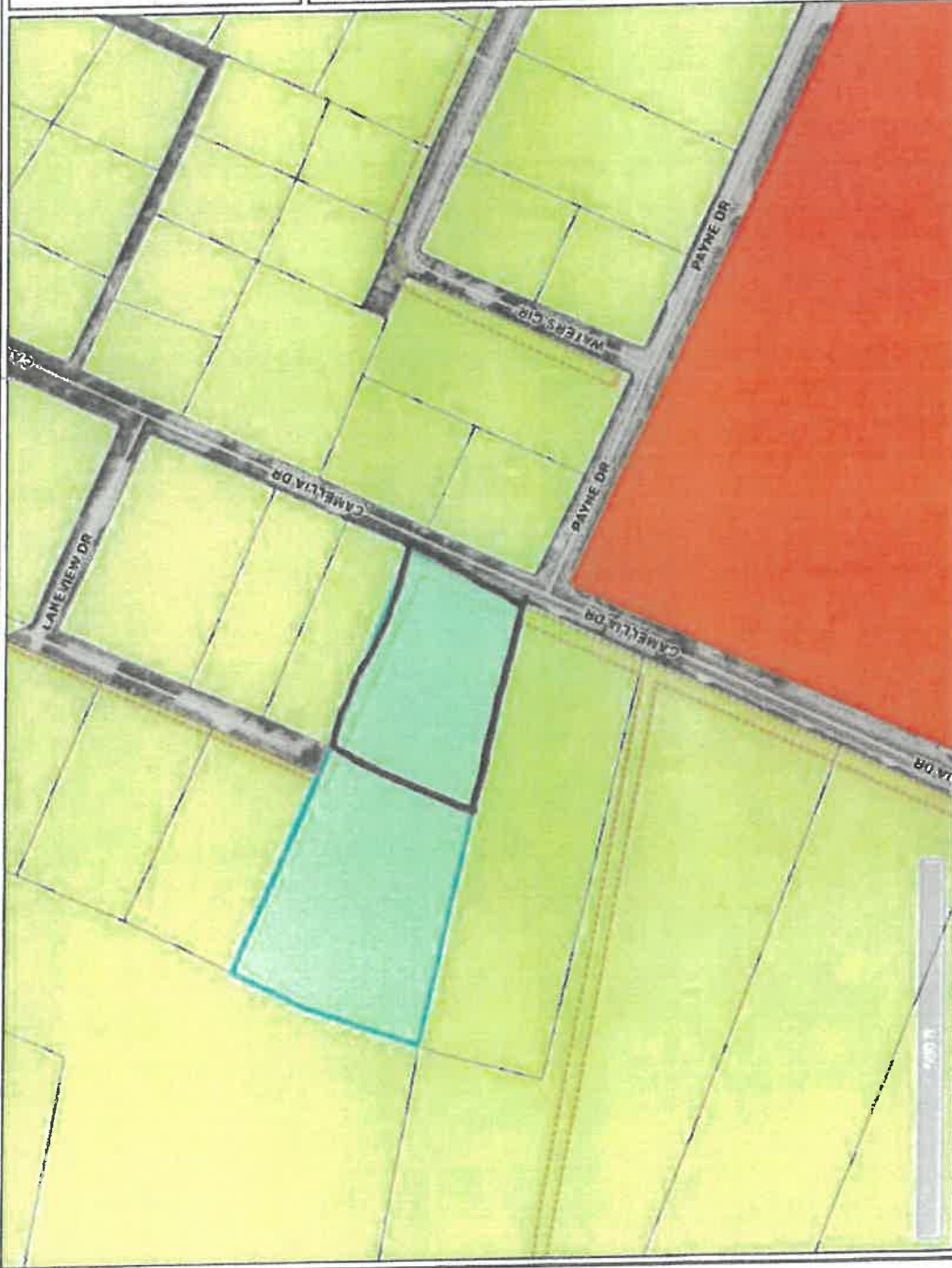
VII. STAFF RECOMMENDATION:

As a result, Staff recommends **to approve** the request to rezone Parcel #0161 073, Parcel B. from R-1 to B-2, located at 1357 Camellia Dr.

VIII. PLANNING COMMISSION RECOMMENDATION:

In accordance with Article X, Section 10-3, of the Pembroke Zoning Ordinance, the Planning Commission recommends that City Council **Approve with conditions, the request to rezone Parcel #0161 073, Parcel B. from R-1 to B-2, located at 1357 Camellia Dr. The recommended condition being that the lot revert to R-1 when the existing use (salon) changes or ceases.**

Darlene Shuman Rezoning



404

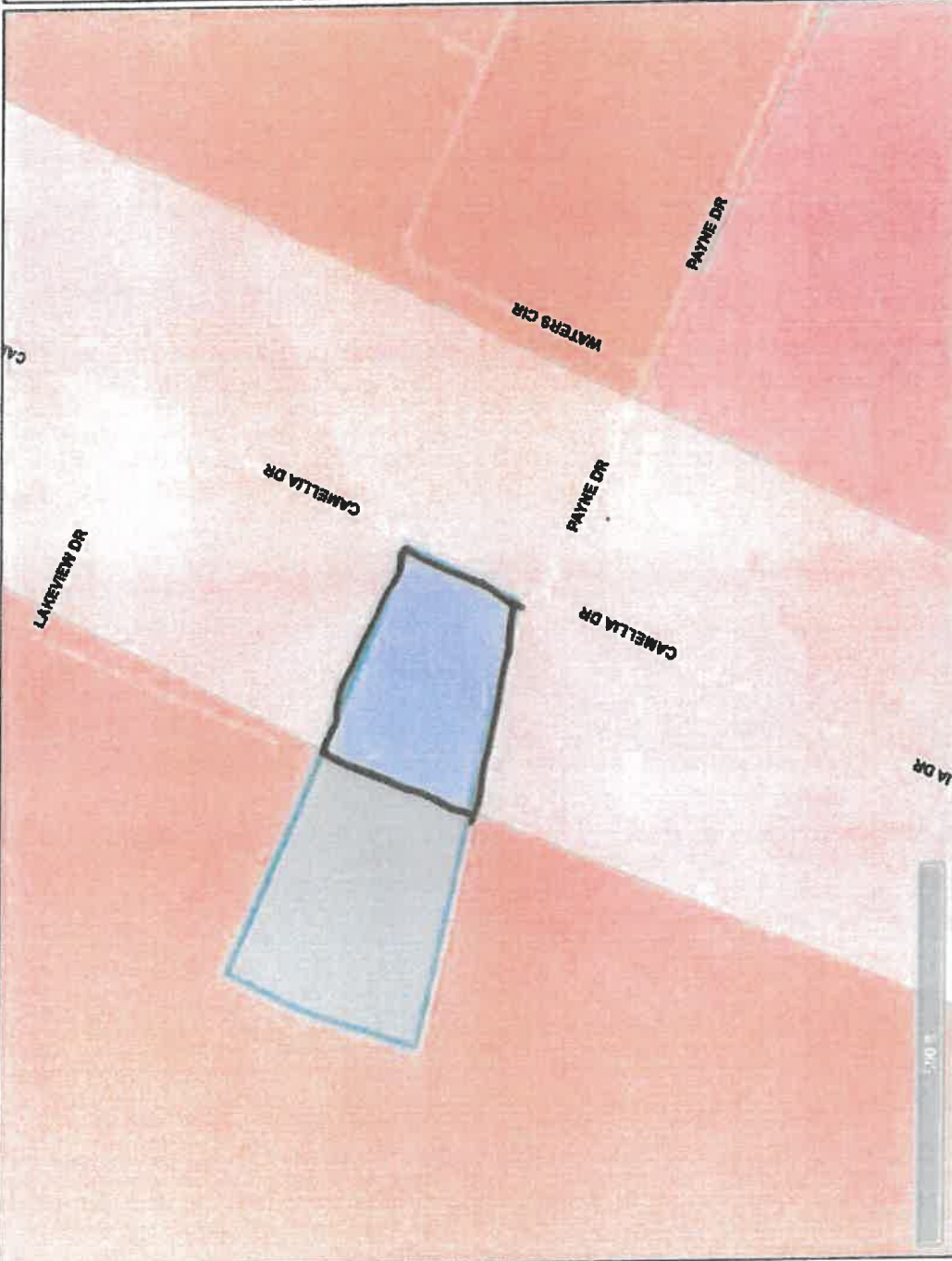


- Legend**
- Road Names
 - Road Centerlines
 - Railroads
 - Easements
 - Access Easement
 - Corner on Area
 - Driveway Easement
 - Utility and Access Easement
 - Maintenance Easement
 - ROW
 - Unimproved Right
 - Utility Easement
 - Water Right
 - Business District
 - Zoning
 - A-5
 - B-1
 - B-2
 - B-3
 - R-1
 - R-2
 - R-3
 - R-4
 - RUD
 - Parcels
 - City Boundary
 - Bryan County Boundary

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13 Nov, 2024

Character Area



Military Reservation

Perimeter

Lock

- ### Legend
- Road Names
 - Road Centerlines
 - Railroads
 - Character Areas
 - Conservation Area and Public Use
 - Downflow
 - Educational Corridor
 - Industrial Area
 - Light Industrial Area
 - Suburban Area Development
 - Traditional Neighborhood Redevelopment
 - Traditional Neighborhood Stable
 - Parcels
 - City Boundary
 - Bryan County Boundary

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13 Nov, 2024



Overview



Legend

- ▬ Current Parcels
- ▬ Roads
- Fort Stewart

Parcel ID	0161073	Owner	SHUMAN DARLENE B & BYRD RASTUS JR	Last 2 Sales			
Class Code	Residential		325 NEW TOWN ROAD	Date	Price	Reason	Qual
Taxing District	Pembroke City		PEMBROKE, GA 31321	5/24/2017	0	QC	U
Acres	3.2	Physical Address	1357 CAMELLIA DR	2/5/2015	0	ES	U
		Assessed Value	Value \$232400				

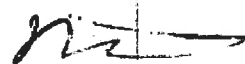
(Note: Not to be used on legal documents)

Date created: 11/13/2024

Last Data Uploaded: 11/12/2024 9:18:58 PM

Developed by  **SCHNEIDER**
GEOSPATIAL


CITY OF PEMBROKE
 EST. 1905

\$250 applicant is
 fee paid
 8/21/24


Application for Rezoning, Variance, Home Occupation or Conditional Use

Phone: 912-653-4413

Fax: 912-653-4424

INSTRUCTIONS:

1. Please complete this form in its entirety.
2. Attach additional sheets if needed with section number and letter indicated. If a section does not apply, indicate by "N/A".
3. Incomplete submittal may result in delay of processing.
4. Provide requested information for any adjacent property under the same ownership in this application.
5. All property owners must sign this form. Agents may only sign for a property owner if authorized by a notarized letter signed by the owner accompanies the application.
6. Application must be accompanied by a scaled map or plat showing the property referred to in this application and all adjoining lots or parcels of land which are also under the same ownership.
7. Refer to the Bryan County Tax Assessor's website (qpublic.net/bryan) for additional information.

1. Action Requested (Check all that applies):

Rezoning
 Variance
 Conditional Use
 Home Occupation

2. Owner and Agent Information:

a. Owner(s) of Record:

Name: *

Darlene

Phone:

Shuman

(912) 346-3426

Mailing Address: *

325 NEW TOWN RD

Address Line 2

PEMBROKE

GA



31321-8628

Physical Address: *

325 NEW TOWN RD

Address Line 2

PEMBROKE

GA



31321-8628

Do(es) the owner(s) own any adjacent properties?

List Parcel Numbers:

The following may be left blank if the applicant is the same as the property owner.

b. Name of Applicant/Agent:

First

Last

Company Name:

Phone Number:

Mailing Address:

Address Line 1

Address Line 2

City

Georgia



Zip Code

Physical Address:

Address Line 1

Address Line 2

City

Georgia



Zip Code

c. Name of Professional Contractor(s) (Architect, Engineer, Surveyor, Developer)

Company Name:

Eason Land Surveying

Phone Number:

(912) 739-3297

Mailing Address:

1524 Ad Eason Road

Address Line 2

Claxton

Georgia



30417

Physical Address:

Address Line 1

Address Line 2

City

Georgia



Zip Code

3. Property Information - Current

a. Property Parcel Number:

0161073 (Parcel B)

b. Total Acreage of Property:

3.09

c. Acreage proposed for rezoning:

1.24

d. Street address of Property:

1357 Camillia Drive

e. Location of property:

Highway 119 across from Payne Road

f. Current Zoning:

Residential 1

Current Land Use:

Residential House and Salon

g. Lot Characteristics (wooded, field, developed, etc.)

Grass lot - Trees were cleared earlier in the year.

h. Are there any structures currently on the property?

Yes No

If so, please describe and indicate if they will remain after the rezoning.

Residential Home and Hair Salon

i. Contiguous land uses:

North

Residential

South

Residential

East

Educational

West

Residential

j. Current Access (roads):

Highway 119 for Parcel B and Lakeview Drive for Parcel A

k. Existing utilities:

City of Pembroke water and sewer

l. Please list any rezonings, subdivisions, variances, or other actions for reclassification on all or part of the listed property

Action

Date



m. Legal description of property by lot, block, and subdivision designations, or if none, by metes and bounds:

Plat attached

4. Property Information – Proposed:

a. Proposed Zoning:

~~Single~~ B-2

Proposed Use:

~~Beauty~~ Hair Salon

b. Proposed water:

City of Pembroke

proposed sewer:

City of Pembroke

c. Do you plan to sub-divide the property?

Yes No

If so, please answer the following:

Proposed number of lots

2

Proposed improvements (roads, water system, etc.)

None

Proposed access:

Highway 119 for Parcel B and Lakeview Drive for Parcel A

d. Justification of rezoning:

Have the ability to sell the house down the road and maintain the Hair Salons ability to continue to operate.

Note: APPLICANTS SHOULD SUBMIT A SKETCH PLAN WITH THE REZONING APPLICATION

5. Proposed Variance: (if applicable)

a. List the section of the City Zoning Ordinance from which you need a variance (refer to the City of Pembroke Website or staff can assist with this information)

b. Please describe the variance you are requesting.

c. Please describe why you believe this variance is justified.

(Hardship: The difficulty or impossibility of the use of a lot or parcel created by the zoning ordinance. Hardship is concerned with land use, not the personal problems or situation of the owner of the land.)

Note: If requesting a Variance, this application must be accompanied by a site plan and/or architectural renderings of proposed development depicting the location of lot restrictions and a survey of the property signed and stamped by a State of Georgia Certified Land Surveyor.

6. Adjacent Property Owners:

Provide names, mailing addresses, and zip codes of all property owners adjacent to and across any public right of way, including properties diagonally across an intersection and/or within 250 feet of the property proposed for rezoning or a variance. Provide all names in one list.

Property Owners

⊗ Item 1

Name	Address
Diane and Travis	1363 Camillia Drive
Moore	Address Line 2
	Pembroke
	Georgia ∨ 31321

⊗ Item 2

Name	Address
J	1363 Camillia Drive
Stucki	Address Line 2
	Pembroek
	Georgia ∨ 31321

⊗ Item 3

Name	Address
Donna	P.O. Box 1398
McClelland	Address Line 2
	Pembroek
	Georgia ∨ 31321

+ Add Item

7. Certifications:

a. Have you given contributions that aggregated \$250.00 or more within two years immediately preceding the filing of this application to a candidate that will hear the proposed application?

Yes

If answered "Yes," please attach a explanation

No

or drag files here.

b. Do any of the property owners of this property own any of the adjoining properties?

Yes No

c. I (We), the undersigned, do hereby certify that I (we), am (are) the owners of the property affected by this proposed amendment to the City of Pembroke Zoning Ordinance by virtue of a deed dated

5/24/2017

on file in the office of the Clerk of the Superior Court of Bryan County,
in Deed Book

Book#1267

page 0120

Further, I (we) attest that the information contained herein is true and complete to the best of my (our) knowledge.

Owner's Signature:

⊗ Item 1

Signature *

Date *

11/14/2024



x *Darlene B. Skiman*

draw type

+ Add Item

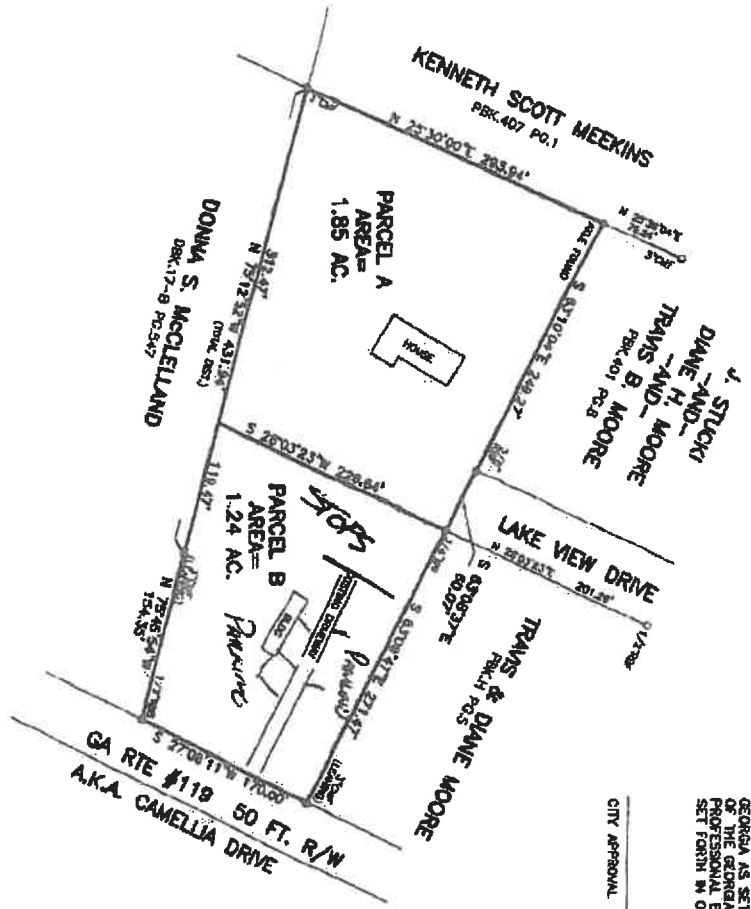


NOTES:
 1. THIS SURVEY WAS MADE FOR THE PURPOSE OF RECORDING ON PARCELS A AND B. THE SURVEY WAS MADE BY THE SURVEYOR ON THE BASIS OF THE INFORMATION PROVIDED BY THE CLIENT AND THE SURVEYOR HAS NO KNOWLEDGE OF ANY UNRECORDED INTERESTS IN THE PROPERTY SURVEYED.
 2. THE SURVEYOR HAS NO KNOWLEDGE OF ANY UNRECORDED INTERESTS IN THE PROPERTY SURVEYED.
 3. THE SURVEYOR HAS NO KNOWLEDGE OF ANY UNRECORDED INTERESTS IN THE PROPERTY SURVEYED.
 4. THE SURVEYOR HAS NO KNOWLEDGE OF ANY UNRECORDED INTERESTS IN THE PROPERTY SURVEYED.
 5. THE SURVEYOR HAS NO KNOWLEDGE OF ANY UNRECORDED INTERESTS IN THE PROPERTY SURVEYED.

TYPE OF SURVEY: DIVISION OF EXISTING PARCEL DESCRIPTION: PLAT BOOK G PAGE 14
 CURRENT OWNER: DARLENE B. SHUMAN AND RUSTIE BRIND, JR.
 PLAT E.O.C.'S: 1' IN- PARCEL A 102.000' PARCEL B 122.463' PARCEL C 242.463' ZONED: AR-1

STATE OF GEORGIA
 BRYAN COUNTY
 CITY OF PELLIABROKE
 19th C.M.D.
 PLAT DATE: 21 NOVEMBER 2023
 FIELD SURVEY: 06 SEPT. 2021

FIELD E.O.C. 1' IN 18.478'
 ANGULAR E.O.C. 05' PER <
 PLAT E.O.C. 1' IN SEE NOTES
 ADJUSTMENT: LEAST SQUARES
 PFC- IRON PIN SET
 PFC- IRON PIN FOUND
 RBG- REBAR FOUND
 RBG- REBAR SET
 CRF- CONCRETE CONCRETE FOUND
 CRF- CONCRETE CONCRETE SET
 SCALE- 1 INCH=100 FEET



AS REQUIRED BY SUBSECTION (d) OF O.C.G.A. SECTION 15-6-87, THIS PLAT HAS BEEN PREPARED BY A LAND SURVEYOR AND APPROVED BY ALL APPLICABLE LOCAL JURISDICTIONS FOR RECORDING AS EVIDENCED BY APPROVAL, CERTIFICATE, SIGNATURE, STAMPS, OR SIGNATURES OF THE SURVEYOR OR APPROVED GOVERNMENTAL OFFICIALS. THE SURVEYOR SHOULD BE ADVISED BY ANY PURCHASER USER OF THIS PLAT AS TO INTENDED USE OF ANY PARCEL FURTHERMORE, THE UNDERSIGNED LAND SURVEYOR CERTIFIES THIS PLAT COMPLETES WITH THE MINIMUM TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN THE RULES AND REGULATIONS OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN O.C.G.A. SECTION 15-6-87.

CITY APPROVAL: _____ DATE: _____

MAGNETIC NORTH
 BASE BEARING TAKEN FROM
 PLAT BOOK G PAGE 14

SURVEY FOR:
DARLENE B. SHUMAN

TOTAL AREA SURVEYED: 3.09 ACRES
 PLAT REVISED: 29 OCTOBER 2024
 TO ADJUST LINE & RECORDED TRACT C WITH TRACT B



EASON LAND SURVEYING
 P.O. BOX 753
 CLAYTON, GA. 30417
 (912) 739-7143
 LSF 000047

1267 0120

2017 MAY 24 PM 3:52

BOOK# PAGE#
CLERK OF SUPERIOR COURT

015-2017-000858

Bryan County, Georgia
Real Estate Transfer Tax

PAID 0
DATE 5-24-17
K. Webb
Clerk of Superior Court

Return to:
CAROL BACON MILLER, P.C.
P.O. Box 796
Pembroke, GA 31321

STATE OF GEORGIA
BRYAN COUNTY

QUITCLAIM DEED

THIS INDENTURE, made this 24th day of May, 2017, between **JAMES L. BYRD**, as Grantor, and **DARLENE B. SHUMAN**, of Bryan County, Georgia, as Grantee.

WITNESSETH:

That the Grantor, for and in consideration of the sum of ONE DOLLAR, in hand paid and in consideration for other good and valuable consideration, the receipt of which is hereby acknowledged, has bargained, sold, and does by these presents, bargain, sell, remise, release, and forever quitclaim to Grantee all the right, title, interest, claim, or demand which the Grantor has or may have in and to the following described Property, to-wit:

All that certain tract or lot of land situate, lying and being in the 19th G.M. District of Bryan County, Georgia, containing 3.2 acres, more or less, depicted on two surveys prepared by by L. D. Bacon, Surveyor, one showing a tract containing .04 acres dated February 27, 1973, and the second showing a tract containing 2.8 acres dated March 1, 1973, both of said survey plats being recorded in Plat Book G, page 14, in the Office of the Clerk of Superior Court of Bryan County, Georgia, both of said survey plats being incorporated herein by reference thereto.

The herein described property contains as a whole 3.2 acres as shown by two plats, and is bounded now or formerly as follows: on the east by the right of way of Georgia Highway 119; on the south by lands of J. Q. Scott; on the west by lands of Ed Meekins; and on the north by lands of Merrill Edwin Odum, Jr.

The herein described parcel of property is known as 1357 Camelia Drive, Pembroke GA 31321, and has a Map and Parcel Identification Number of 0161-073.

Subject to all valid reservations, restrictions, easements, mortgages, and rights of way of record; together with all improvements located thereon.

1267 0121

2017 MAY 24 PM 3:52

BOOK# PAGE#

TOGETHER WITH all the rights, members, and appurtenances to the said described property in anywise appertaining or belonging.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in fee simple, so that neither Grantor, nor his successors or assigns nor any other person or persons claiming under Grantor shall at any time claim or demand any right, title, or interest to the said Property or its appurtenances.

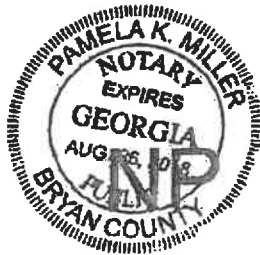
IN WITNESS WHEREOF, the said Grantor has signed and sealed this deed, the day and year above written.

Signed, sealed and delivered in the presence of:

Janya Dixon
Witness

James L. Byrd
JAMES L. BYRD

Pamela K. Miller
Notary Public



NO TITLE CERTIFICATION BY SCRIVENER
DOCUMENT PREPARATION ONLY

City of Pembroke
"A Historic Railroad Town"



TIFFANY ZEIGLER
Mayor

CHRIS BENSON
City Administrator

ARLENE P. HOBBS
City Clerk

DANA BRAUN
City Attorney

ROBERT F. PIRKLE
Municipal Court Judge

JOHNNIE A. MILLER, SR.
Mayor Pro Tem
Councilmember - District 1

SHARON LEWIS
Councilmember - District 2

DIANE MOORE
Councilmember - District 3

ED BACON
Councilmember - District 4

ERNEST HAMILTON
Councilmember-At-Large

Notice of Public Hearing

The Pembroke Planning Commission will hold a public hearing November 21, 2024 at 7 p.m. in the city hall at 353 N. Main Street, Pembroke, Georgia, to consider a rezoning request to B-2 from R-1 for 1357 Camellia Dr. The Pembroke City Council will hold a public hearing and first reading December 16, 2024 in the city hall at 353 N. Main Street, to consider the rezoning request. The Pembroke City Council will hold the second reading for the requested rezoning January 13, 2025. The public is invited. Persons needing special accommodations should call the Pembroke City Hall at (912) 653-4413.



353 N. Main St.
P.O. Box 130
Pembroke, GA 31321

Phone (912) 653-4413
Fax (912) 653-4424



125-B Pine Meadow Drive Pooler, Georgia 31322

Telephone (912) 852-5700

Fax (912) 852-5709

November 20, 2024

Mr. Chris Benson
City Administrator
P.O. Box 130
Pembroke, Georgia 31321

Dear Chris:

Attached is a contract amendment to renew our agreement for another three years. This amendment is identical to the last one we did. As I stated previously, I just realized our current amended term expires at the end of this year. Obviously, we want to continue as we have in the past regarding rates and services.

Regarding rates going forward, the agreement states the following:

6.2 All rates will be adjusted annually on the anniversary date of the contract in conjunction with changes in the Consumer Price Index as published by the US Department of Labor, Bureau of Labor Statistics utilizing the water and sewer and trash collection services index.

I have attached the latest document on the CPI through October 2024 which shows a 5% change in this index over the last 12 months. This is slightly less than last year and keeps you below the area market average. This would take our various rates for services to the City to the following effective January 1, 2025:

	<u>Current</u>	<u>New</u>
Residential Carts	\$14.73	\$15.47
Commercial Carts	\$17.36	\$18.23
Dumpsters at City yard	\$147.28	\$154.65
Roll off can rent	\$105.20	\$110.46
Roll off cans per haul	\$247.22	\$259.59
Disposal per ton (C&D)	\$52.60	\$55.23
Disposal per ton (MSW)	\$63.12	\$66.28

Let me know if you have any questions regarding this. I am happy to attend a council meeting if I need to.

Sincerely,

Sam Sullivan
Allgreen Services
A Division of Atlantic Waste Services, Inc.

Expenditure category	Relative Importance Sep. 2024	Unadjusted percent change		Seasonally adjusted percent change		
		Oct. 2023- Oct. 2024	Sep. 2024- Oct. 2024	Jul. 2024- Aug. 2024	Aug. 2024- Sep. 2024	Sep. 2024- Oct. 2024
Alcoholic beverages away from home⁽¹⁾	0.370	2.3	1.2	0.2	0.1	1.2
Beer, ale, and other malt beverages away from home ⁽¹⁾⁽²⁾⁽³⁾		3.6	2.1	0.4	0.1	2.1
Wine away from home ⁽¹⁾⁽²⁾⁽³⁾		1.5	0.4	0.2	0.2	0.4
Distilled spirits away from home ⁽¹⁾⁽²⁾⁽³⁾		2.1	1.2	0.0	0.0	1.2
Other goods⁽⁸⁾	1.367	2.4	0.5	0.2	0.3	0.4
Tobacco and smoking products⁽¹⁾	0.554	6.8	0.6	1.2	0.0	0.6
Cigarettes ⁽¹⁾⁽²⁾	0.458	7.3	0.5	1.4	-0.1	0.5
Tobacco products other than cigarettes ⁽¹⁾⁽²⁾	0.091	4.8	0.7	0.0	0.5	0.7
Personal care products⁽¹⁾	0.657	0.0	0.3	-0.4	0.4	0.3
Hair, dental, shaving, and miscellaneous personal care products ⁽¹⁾⁽²⁾	0.345	0.7	0.2	-1.0	0.6	0.2
Cosmetics, perfume, bath, nail preparations and implements ⁽¹⁾	0.301	-0.9	0.4	0.4	0.2	0.4
Miscellaneous personal goods⁽²⁾	0.156	-2.4	1.5	-0.9	1.1	0.1
Stationery, stationery supplies, gift wrap ⁽³⁾		0.6	3.2	-0.1	0.0	-1.0
Services less energy services	61.431	4.8	0.3	0.4	0.4	0.3
Shelter	36.538	4.9	0.3	0.5	0.2	0.4
Rent of shelter ⁽¹³⁾	36.132	4.9	0.3	0.5	0.2	0.4
Rent of primary residence	7.703	4.6	0.4	0.4	0.3	0.3
Lodging away from home ⁽²⁾	1.427	-0.1	-3.4	1.8	-1.9	0.4
Housing at school, excluding board ⁽¹³⁾	0.247	3.7	0.0	0.6	0.1	0.1
Other lodging away from home including hotels and motels	1.180	-0.6	-4.1	2.0	-2.3	0.5
Owners' equivalent rent of residences ⁽¹³⁾	27.002	5.2	0.5	0.5	0.3	0.4
Owners' equivalent rent of primary residence ⁽¹³⁾	25.660	5.2	0.4	0.5	0.3	0.4
Tenants' and household insurance ⁽¹⁾⁽²⁾	0.406	2.5	0.7	0.8	-0.5	0.7
Water and sewer and trash collection services ⁽⁴⁾	1.100	5.0	0.4	0.2	0.7	0.5
Water and sewerage maintenance	0.774	5.5	0.4	0.1	0.8	0.6
Garbage and trash collection ⁽¹⁾⁽¹⁰⁾	0.327	4.0	0.3	0.3	0.6	0.3
Household operations ⁽¹⁾⁽²⁾	1.009	5.7	-0.3			-0.3
Domestic services ⁽¹⁾⁽²⁾	0.309	3.1				
Gardening and lawn care services ⁽¹⁾⁽²⁾	0.347	8.1	-2.2		2.1	-2.2
Moving, storage, freight expense ⁽¹⁾⁽²⁾	0.145	5.0	1.7	-0.8	-0.1	1.7
Repair of household items ⁽¹⁾⁽²⁾						
Medical care services	6.507	3.8	0.4	-0.1	0.7	0.4
Professional services	3.604	3.1	0.3	-0.1	0.6	0.5
Physicians' services ⁽¹⁾	1.809	3.1	0.5	0.0	0.9	0.5
Dental services	0.903	3.8	0.2	-0.6	0.6	0.5
Eyeglasses and eye care ⁽¹⁾⁽⁶⁾	0.332	3.4	1.3	-0.5	-0.1	1.3
Services by other medical professionals ⁽¹⁾⁽⁶⁾	0.560	1.5	-0.7	-0.1	1.5	-0.7

Footnotes

- (1) Not seasonally adjusted.
- (2) Indexes on a December 1997=100 base.
- (3) Special index based on a substantially smaller sample.
- (4) Indexes on a December 2007=100 base.
- (5) Indexes on a December 2005=100 base.
- (6) Indexes on a December 1986=100 base.
- (7) Indexes on a December 1993=100 base.
- (8) Indexes on a December 2009=100 base.
- (9) Indexes on a December 1990=100 base.
- (10) Indexes on a December 1983=100 base.
- (11) Indexes on a December 2001=100 base.
- (12) Indexes on a December 2019=100 base.
- (13) Indexes on a December 1982=100 base.
- (14) Indexes on a December 1996=100 base.

**ALTAMAHA
BUILDING
SYSTEMS, INC.**

12546 Highway 144, Surrency, Georgia 31563

Phone 912 366 8486 Fax 912 366 8487

COMMERCIAL CONTRACTORS

City of Pembroke GA
353 North Main Street
Pembroke, GA 31321
Attn: Chris Benson



RE: Maintenance Building for City of Pembroke
Value Engineering Meeting

Altamaha Building Systems, Inc. proposes the following cost saving approaches to the above referenced project.

1. Metal Building Changes: Screw roof in lieu of SSR.
4" roof insulation in lieu of 6"
3" wall insulation in lieu of 4"
Delete back wall portal frame.....(-)\$ 9,475.00
 2. Delete exterior downspout piping.....(-)\$ 6,700.00
 3. Change oh doors from insulated rolling steel doors to non insulated rolling sheet doors.....(-)\$ 10,700.00
 4. Change slab to 6" slab in lieu of 8".
Delete #4 rebar in slab – use 6x6/8/8 wwf.
Change slab to monolithic. Delete extra footings.
16" deep turndown x 12" wide.
Endwall column footings to be 4ft x 4ft x 16".
Sidewall column footings to be 5ft x 5ft x 16"
Include thickened slab at lifts(-)\$ 11,000.00
- Total Cost Savings.....(-)\$ 37,875.00**

Please let me know if you have any questions.

Many thanks,

Robert Tillman
Altamaha Building Systems, Inc.

**Maintenance Building
For City of Pembroke
BID DATE: October 9, 2024**

CONTRACTOR	BASE BID	Bid bond				CALENDAR DAYS
McWright Construction						
Altamaha Building Systems	\$563,900	5%				180
McDonald Construction	\$626,000	5%				180
Dixi Builders						
Lavender & Associates						
CMC Construction	\$654,000	5%				150
Midlo Construction	\$737,805	5%				180

I CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF THE BIDS RECEIVED THIS DATE AND THAT Altamaha Building Systems IS THE APPARENT LOW BIDDER.


DPR ARCHITECTURE