



BRYAN COUNTY
PLANNING & ZONING COMMISSION and BOARD OF ADJUSTMENT
MEETING AGENDA

Meeting Date: March 3, 2020
Meeting Time: 6:30 p.m.
66 Captain Matthew Freeman Dr., Richmond Hill, GA 31324
Commissioner's Meeting Room

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
- III. BOARD OF ADJUSTMENT

V#343-20, Justin Ritzema, requesting a variance to Appendix B, Article X, Section 1000(h) to increase the square footage of an accessory structure at 1197 St. Catherine's Circle, Zoned R-1, PIN# 063A-040.

- VI. PLANNING COMMISSION
- VII. OTHER BUSINESS
- VIII. ADJOURNMENT

Please note that agenda items may not be considered in the exact order listed, and all times shown are tentative and approximate. Documents for the record may be submitted prior to the meeting by email, fax, mail, or in person. For questions about the agenda, contact Planning at ayoung@bryan-county.org or (912) 653-5252. The meeting is accessible to the disabled. If you need special accommodations to attend or participate in the meeting per the Americans with Disabilities Act (ADA), please contact Planning at (912) 653-5252. This information can be made in alternative format as needed for persons with disabilities.

Posted: February 25, 2020



BRYAN COUNTY
PLANNING & ZONING COMMISSION and BOARD OF ADJUSTMENT
MINUTES

Meeting Date: February 4, 2020

Meeting Time: 6:30 p.m.

Attendees: Alex Floyd
Boyce Young
Joseph Pecenka, II
Ronald Carswell
Stephanie Falls
Michelle Guran

Staff: Audra Miller, Community Development Director
Amanda Clement, Planning Manager
Sara Farr-Newman, Planner II
Ashley Young, Planner Technician

Absent: Stacy Watson

I. CALL TO ORDER

Chairman Floyd called the meeting to order at 6:30 p.m.

II. APPROVAL OF MINUTES

Commissioner Pecenka made a motion to approve the January 7, 2020 Minutes, and a 2nd was made by Commissioner Carswell. Vote 5:0, motion carried.

III. BOARD OF ADJUSTMENT

1. V#342-20, Robert and Carol Manley, requesting a variance for a 384 square foot accessory building and a setback variance for property located on 497 Davis Rd., Richmond Hill, Zoned R-1, PIN# 0632-023
 - a. Commissioner Young made a motion to open the public hearing, and a 2nd was made by Commissioner Pecenka. Vote 5:0, motion carried.
 - b. Ms. Farr-Newman presented the board with the variance request. She stated that the two variance requests were submitted for an accessory structure constructed without a permit and is located on a property zoned R-1. The applicant originally received a citation from code

Richmond Hill

enforcement in December 2019 and the case was continued in court to allow the applicant the opportunity to apply for the permit and variance. She continued to advise that the two variances submitted were for:

- 1) Request to increase size of structure citing that ordinance only allows a maximum of 200 square feet but that the building, once completed, would be 384 square feet.
- 2) Request to reduce side setbacks citing that the ordinance allows for a minimum of a 10 feet but that the building is currently setback of 6 feet. Ms. Farr-Newman advised that the variance for the setback is being requested by the applicant due to the structure being 75% complete, instead of moving the building.

She stated that staff reviewed the requests under the first variance criteria for hardship. Stating that the applicant applied for a hardship citing that due to the building being mostly complete, they would not be able to reduce the size or move it to meet size and side setback requirements. She explained this was not found to be a hardship by staff due to the building being constructed without a permit, and therefore was not able to be reviewed prior to construction. Next she stated that staff did not find a hardship under criteria 2, but also noted that there are not any conditions peculiar to the property as it is similar to surrounding properties and there is nothing unique that would preclude it from meeting the ordinance standards. In terms of variance criteria 3, she stated that the applicant's stated hardship was found to be self-created due to the actions of the home owners. She explained that staff also found that these variances would not be consistent with the ordinance which is to limit the size of accessory buildings in the R-1 district and to ensure that setbacks are consistent and appropriate in residential districts. Staff is recommending denial of the variance request to increase structure size and reduce side setbacks.

- c. Robert and Carol Manley, 497 Davis Road, applicant, stated that they did start construction without a permit. Mr. Manley continued to list other residents who have built structures without permits and outside of ordinance guidelines including some that exceed size requirements and do not meet minimum setbacks. Mr. Manley made his case as to the location of the accessory structure citing issues with the location of the drive at primary property, trees/landscaping and flooding, as well as the shape of his property. Mr. Manley stated that he submitted plans to the HOA which were approved but did not have documentation to support that. Mr. Manley advised the board that as a renovation contractor, he was not aware that a permit was required for an accessory structure. Mr. Manley submitted a petition signed by neighbors supporting approval of the variance.
- d. Blake and Brad Allison, 487 Davis Road, stated that the original complaint was filed under their name due to the location of the structure and the appearance that it is on their property. Mrs. Allison expressed her concern that the structure will affect the resale value of their home. Mr. Allison submitted a copy of the HOA covenants showing required setbacks of 12 feet. He advised that he measured the distance and found that the structure was actually 4.5 feet away from the property line at the front of the structure and 7 feet at the back. Mr. Allison also stated that he attempted to work with Mr. Manley and even suggested planting some trees with no avail.
- e. Amy Williams, 153 Davis Road, stated she is the secretary of the HOA. She advised that the HOA never approved the building. She advised that during an HOA meeting in early 2019 it was discussed that the building of structure would need to meet HOA covenants. She advised that there was never a formal submittal to the board. She also advised that as a new member of the neighborhood and board member of the HOA, it is her understanding that there is no presumption that building of structures is ok when there is no reply from HOA.

Richmond Hill

- f. Mr. Manley requested a rebuttal to statements made by Brad Allison and stated that he did agree to his request to plant trees.
- g. Commissioner Young stated that as an active member of an HOA he was sympathetic to both the HOA covenants and Mr. Manley's situation with the structure being near completion but recommended that the variance be denied.
- h. Commissioner Pecenka made a motion to close the public hearing, and a 2nd was made by Commissioner Carswell. Vote 5:0, motion carried.
- i. Commissioner Young made a motion to deny the variance request for V#342-20, and a 2nd was made by Commissioner Carswell. Vote 5:0, motion carried.

IV. PLANNING COMMISSION

Commissioner Pecenka made a motion to open as the Planning Commission, and a 2nd was made by Commissioner Carswell. Vote 5:0, motion carried.

1. CUP#163-19, Ricky Jeffcoat, requesting a Conditional Use for three borrow pits for property located on Highway 204, Ellabell, Zoned A-5 Conditional, PIN# 037-006.
 - a. Ms. Farr-Newman presented the board with the conditional use request. She stated that the property is 551 acres and the borrow pits will disturb 124 acres and according to the plans are not currently to service a specific project. The property is zoned as A-5 Conditional but for cell tower. According to applicant, they do have an existing state mining permit and some mining activity did take place and pits are being re-opened. Staff determined that the applicant needed to apply for a new conditional use permit because one was not received previously. While applicant indicated future use for single family residence, it would be a separate approval and will not be taken into account. Staff also found this use to be compatible with surrounding areas as long as a sufficient buffer is provided and that there are conditions for time and days of operation to avoid peak traffic. Applicant approximates 60 trips per day and therefore does not require a traffic impact analysis. Staff is recommending approval with the following conditions:
 - 1) Final surface mining plan must be updated and approved by the engineering department prior to commencing work.
 - 2) Applicant must obtain NPDES and State Mining Permit from Department of Natural Resources and Environmental Protection Division. A copy must also be submitted prior to any excavation activities.
 - 3) Any expansion on size or change in location of any excavated areas would require new conditional use permit.
 - 4) Side slopes should not exceed 3:1 slope from top to bottom at all times during construction and completion.
 - 5) The edge of the borrow pit must not be any closer than 50' to any property line.
 - 6) A natural vegetation buffer within the setbacks must be maintained for the duration of use.
 - 7) Excavation activity shall be limited to Monday thru Friday from 7am to 5:30pm and Saturday 8 am thru 5:30 pm. Hauling shall be limited to Monday thru Friday from 7:15 am to 4:45 pm and Saturday from 8 am to 5:30pm.
 - 8) Approval is valid for 6 years, which is the estimated time requested. Extension will require additional conditional use permit.
 - 9) On average, applicant cannot exceed the daily trips represented. Should the Community Development Director or Engineering Director determine that there

Richmond Hill

are more vehicle trips than represented, they may require a traffic impact analysis or other mitigation.

- b. Commissioner Pecenka made a motion to close the public hearing, and a 2nd was made by Commissioner Carswell. Vote 5:0, motion carried.
- c. Commissioner Pecenka made a motion to recommend approval with the staff recommendations and that the condition be added that no portion of the pond be included in lot area for future development, and a 2nd was made by Commissioner Carswell. Vote 5:0, motion carried.

V. OTHER BUSINESS

Ms. Miller gave an overview on the Traffic Impact Assessment ordinance and requirements, explaining its purpose and adoption with the Interim Development Ordinance, the process of transportation planning and funding, and thresholds by which a development may trigger the need to provide a traffic study.

VI. ADJOURNMENT

Commissioner Young made a motion to adjourn the meeting at 7:42 p.m., and a 2nd was made by Commissioner Carswell. Vote 5:0, motion carried.

BRYAN COUNTY BOARD OF ADJUSTMENT

CASE V#343-20

Public Hearing Date: March 3, 2020

REGARDING THE APPLICATION OF: Justin Ritzema, requesting a variance for property located at 1197 St. Catherine Circle, PIN# 063A-040. The applicant is requesting a variance in order to construct an accessory building greater than 200 square feet.	Staff Report By: Sara Farr-Newman Dated: February 25, 2020
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I. Application Summary

Requested Action: Public hearing and consideration of a variance requested by Justin Ritzema is requesting a variance at 1197 St. Catherine Circle, PIN# 063A-040, to allow an accessory building that exceeds 200 square feet in an R-1 zoning district.

Applicant or Representative: Justin M. Ritzema
1197 St. Catherine Circle
Richmond Hill, GA 31324

Owner: Same as Applicant

Applicable Regulations:

- The State of Georgia, Title 36. Local Government Provisions Applicable to Counties and Municipal Corporations, Chapter 66. Zoning Procedures, Georgia Code O.C.G.A. 36-66
- Appendix B – Zoning, Article V. – Appeals, Variances, and Administrative Relief, Section 501. - Variances, Bryan County Code of Ordinances. Per the County Ordinance, a 4/5 majority is required to approve a variance.
- Appendix B – Zoning, Article X – Development Standards of General Applicability, Section 1000(h)

II. General Information

1. Application: A variance application was submitted by Justin Ritzema on January 31, 2020. After reviewing the application, the Director certified the application as being generally complete on February 6, 2020.

2. Notice: Public notice for this application was as follows:

- A. Legal notice was published in the Bryan County News on **February 13, 2020**.
- B. Notice was mailed on **February 13, 2020** to surrounding landowners within 300' of the exterior boundaries of the property.
- D. An on-site notice was posted on **February 13, 2020**.

3. Background:

The applicant is requesting a variance to allow the construction of an accessory building larger than 200 square feet. The proposed accessory building will be located in the rear of the property adjacent to the pool. The building is approximately 1320 square feet and includes an approximately 450 square foot garage with a 500 square foot multi-purpose room with bathroom, and a 370 square foot covered rear porch with an outdoor bar area , so it exceeds the definition of garage and is classified as an accessory building.

According to the application, the building is being constructed to house equipment and vehicles, but the plans refer to it as a pool house and garage. These additional uses place the building into the category of an accessory building, as the garage is only a portion of the square footage. The building will also serve as a backup bathroom, which has already been approved for septic by the health department. The building has also been approved by The Bluffs HOA contingent on a permit being issued by Bryan County.

4. Requested Variance: Per Article X, Section 1000(h) of the Bryan County Code of Ordinances, the applicant is requesting to build an accessory building that exceeds 200 square feet. The building is proposed to be approximately 1320 square feet, which exceeds the permitted size by 1120 square feet.

5. Exhibits: The following Exhibits are attached hereto as referenced. All application documents were received at the Bryan County Community Development office on February 6, 2020, unless otherwise noted.

“A” Exhibits- Application:

- A-1 Variance Application
- A-2 Building Plans
- A-3 HOA review

“B” Exhibits- Agency Comments:

- B-1 Engineering (2/6/2020)
- B-2 Fire Chief (2/6/2020)

B-3 Public Health (2/6/2020)

B-4 Public Works (2/6/2020)

“C” Exhibits- Bryan County Supplements

C-1 Overview Map

C-2 Location Map

C-3 Notification Map

C-4 Zoning Map

“D” Exhibits- Public Comment:

None received

**III. Analysis Under Article V. – Appeals, Variances and Administrative Relief,
Section 501. - Variances:**

A variance may be granted by the Board of Adjustment if it finds that:

1. Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property;

Staff Findings: The applicant identified the hardship as the need for a backup bathroom due to septic problems with the septic system for the main house and the need for storage. The house is located in The Bluffs and their HOA does not permit any equipment or vehicles to be stored outside, so additional storage is required for items such as mowers, vehicles, tools, etc. that do not fit in the applicant’s existing garage.

The Department of Public Health provided options for the applicant to address their current drainage concerns, including gutters to redirect stormwater away from the drainage field. In terms of the need for an additional bathroom, this could be accommodated with a smaller accessory building if septic concerns continue. In terms of the need for storage, a detached garage would be an alternate option to store vehicles and other equipment. This would be permitted to be 50% the size of the principal building and provide the required covered storage.

The lot is similar in size and layout to other lots in the neighborhood, and due to the additional options for the applicant to address their concerns in terms of storage and septic issues, staff does not identify these items as a hardship.

2. The hardship results from conditions that are peculiar to the property, such as location, size or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public may not be the basis for granting a variance.

Staff Findings: Staff did not identify any hardships. The lot must follow the same rules and regulations as other lots in the neighborhood. The applicant pointed out the regulations precluding homeowners in The Bluffs from parking any vehicle on the property in the open for longer than 24 hours and the lack of a neighborhood storage area. While staff acknowledges this may be a hardship for the neighborhood overall, it is not particular to the property.

The applicant also pointed out that other houses in the neighborhood have large accessory buildings. Staff did locate several houses with large accessory buildings, but the majority of these appear to be detached garages, which do not fall under the 200 square foot limitation. The regulations limiting the size of accessory buildings in the R-1 zoning district were adopted October 9, 2018 as part of the Interim Development Ordinance. While this ordinance did place additional limitations on accessory building size that may not have impacted others in the applicant's neighborhood prior to that point, the ordinance change impacted all of Bryan County equally, so it is not an individual hardship for the property.

3. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify granting a variance shall not be regarded as a self-created hardship.

Staff Findings: Staff did not identify any hardships; however, the concerns brought up by the applicant are not the result of actions taken by the applicant.

4. The requested variance is consistent with the spirit, purpose and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.

Staff Findings: The variance is not consistent with the spirit, purpose, and intent of the ordinance, which is to limit the size of accessory buildings to 200 square feet in R-1 zoning districts. The intent of the Interim Development Ordinance was to limit accessory building sizes in R-1 districts due to the smaller size of

Ritzema Variance Request | **Board of Adjustment**

these lots and their residential character as opposed to rural character, which allows larger buildings due to the uses and large lot sizes. Limiting the accessory building size works in conjunction with lot coverage limitations to ensure accessory buildings do not overtake the principal structure and conform to the residential character of this zoning.

IV. Staff Recommendation

Staff recommends denial of the requested variance for construction of an accessory building larger than 200 square feet, because the variance criteria are not met.

V. Board of Adjustment Decision

Decision: The Board of Adjustment may approve the variance as requested, or it may approve the variance requested subject to conditions, or it may deny the requested variance.

The Board of Adjustment may continue the hearing for additional information from the applicant, additional public input or for deliberation.

► **Motion Regarding Decision:** Having considered the evidence in the record, upon motion by Commissioner _____, second by Commissioner _____, and by vote of __ to __, the Board of Adjustment hereby approves as proposed/approves with provisions/denies the proposed variance.

“A” Exhibits – Application

P A I D



JAN 31 2020

Per W. - cash

VARIANCE APPLICATION

Refer to Article V, Section 501 of the Zoning Regulations for additional information regarding Variance requirements.

Application Fee: \$150.00

Applicant:

- Property Owner
- Authorized Agent

Applicant Name: Justin M. Ritzema
 Address: 1197 St. Catherine Circle
 City: Richmond Hill State: GA Zip: 31324
 Phone: 912-644-0008 Email: jritzema@landmark24homes.com

Property Owner (if not applicant): _____
 Address: _____
 City: _____ State: _____ Zip: _____ Phone: _____

Property Information: General Location: _____
 PIN Number (Map & Parcel): 063A-040 Current Zoning District(s): R-1

What section of the Subdivision or Zoning Code are you requesting a variance for? 1000 "H" section

Description of Variance Requested: To build a garage/shop in the back/side of property to use as an extra garage/storage - work "hobby" area.

Applicant Certification: I hereby certify that I am the owner or authorized agent of the property being proposed for subdivision, and that I have answered all of the questions contained herein and know the same to be true and correct.

[Signature]
 Applicant Signature

1/31/2020
 Date

FOR OFFICE USE ONLY

Case #: V#343-20 Date Received: 1/31/20 Fee Paid Initial: _____

Sustin M. Ritzema

Variance Criteria

Variances may only be granted if it is found that the application meets the criteria below. A separate sheet(s) of paper may be used if additional space is needed.

1. Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property;

Our family needs a large enough storage area for the vehicles, tools and children's toys. We need the bathroom as a back up for our house, our Septic Floods due to construction of a neighbors house

2. The hardship results from conditions that are peculiar to the property, such as location, size or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public may not be the basis for granting a variance;

Our neighborhood has many oversized accessory buildings for storage; Our HOA does not allow us to store or park boats, trailers etc.

3. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify granting a variance shall not be regarded as a self-created hardship.

When we purchased the property in 2013 we did not have this ordinance; we are trying to meet it the best we can.

4. The requested variance is consistent with the spirit, purpose and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.

We are trying our best to build a nice building that ~~we~~ matches the style and look of our home and other homes in the subdivision.

We are trying to uphold the look of RH by using premium materials.

If you have questions, contact the Community Development Department at one of our office locations.

51 North Courthouse Street
Pembroke, GA 31321
Phone: 912-653-3893
Fax: 912-653-3864

66 Capt. Matthew Freeman Drive
Richmond Hill, GA 31324
Phone: 912-756-3177
Fax: 912-756-7951

2/6/2020 FOR OFFICE USE ONLY

Completeness Certified: 1/31/2020 P&Z Public Hearing Date: March 3, 2020

Justin and Christina Ritzema

Variance Criteria

1197 St. Catherine Circle

Article 1.

The reason that the accessory building needs to be larger than 200sq.ft. is to accommodate a garage with shop with the purpose to store a vehicle, and/lawn mower, trailer, ATV's, tools and (possibly in the future) a boat; our current garage is completely full, leaving no more space for a vehicle.

Another very important reason the building needs to be built large enough is to accommodate an extra bath with a toilet. Severe flooding problems have occurred since a house was built on the lot which is two doors down. We have had a horrible time trying to flush the toilets in our house when the water table rises because of the flooding.

Unfortunately, the Bluffs HOA has not come up with a resolution to the many drainage problems in this subdivision yet, so this will be a good backup for us because the new septic drain field will be elevated higher than the current one for our home; also will be used when persons are using the pool.

A soil scientist has already studied the landscape and sent his evaluation to the Bryan county Health department; also, our permit has been applied and paid for.

Article 2.

The reasons in paragraph 3 and 4 in Article 1. tie into the following statements because of the similar issues.

The Bluff's at Richmond Hill Subdivision is currently experiencing drainage problems due to new houses being built and changing elevations to build houses that shed the water away from the new homes; however, the roads in The Bluffs are privately owned and the Architectural Review Board (ARC) has never in the past had anyone on the ARC committee that has the experience or knowledge in building homes and surveying the lots, and/or land development; thus, approving landscape and drainage plans that eventually caused severe flooding in homeowners yard, including my own. (Hardship; need for extra lav. and shower).

The Bluff's at Richmond Hill does not provide any storage areas for vehicles, boats, trailers, RV's, ATV's, etc., The Bluff's HOA also has a by-law that restricts homeowners from parking any type of boat, trailer, RV, camper, etc., on the property in the open for a period of time no longer than 24 hours. This creates a need for a much larger storage space on the property.

Article 3.

When purchasing our property, the current ordinance was not in place for “accessory buildings”. We were unaware of the ordinance until about 2 months after applying for the permit; we did not know that this would ever be an issue. Judging by looking at the many large accessory buildings/garages that homeowners in our subdivision have built recently to store their vehicles, tools, boats, etc. we never thought that there would be need for a variance.

At the time of purchasing the property (2013), my spouse and I had picked our lot with hopes of clearing the land and developing it for this purpose.

Article 4.

We would like to build a garage/shop that looks like it “fits in” the neighborhood and Richmond Hill. We will be using the same premium building materials that we used to accent and protect our current home. The materials will be Hardie Board siding, brick water table, and architectural shingles.

Our intentions are to build an accessory building/garage/shop, that will blend into the landscape and match our home from the street view and serve our family as a functional building.

**Bryan County
Board of Commissioners**

Department of Planning & Zoning



VERIFICATION OF PAID TAXES

The undersigned verifies that all Bryan County property taxes, billed to date to the parcel listed below, have been paid in full to the Tax Commissioner of Bryan County, Georgia.

The undersigned verifies that all Bryan County fire and garbage taxes for the parcel listed below have been paid in full to the Tax Commissioner of Bryan County, Georgia.

063A-040
Parcel Identification Number

[Signature]
Signature of Applicant

1/31/2020
Date

BRYAN COUNTY TAX COMMISSIONER'S USE ONLY

Payment of all taxes billed to date for the above referenced parcel have been verified as paid current and confirmed by the signature below.

Name: Heidi Page

Title: Senior Tax Clerk

Signature: [Signature]

Date: Jan 31, 2020

IF APPLYING FOR A MOBILE HOME PERMIT, PLEASE COMPLETE THE FOLLOWING:

Manufactured Home: N/A Make _____
Model _____
Year _____
Serial # _____

_____ The undersigned verifies that a current Bryan County Decal has been issued of the mobile home referenced above.

Signature: _____ Date: _____

FMUMFB
FMUMFB01

CARROL ANN COLEMAN BRYAN COUNTY TAX COMM
Clerk HF Date 2020 01 31 Sequence 125549

1/31/20
12:56:02

Bill Number . . .	2019 016678 Acct 14631R19	Fair Mkt Val	365,700
Taxpayer Name . .	RITZEMA JUSTIN M & CHRISTINA A	Bill Date	2019 08 28
Additional Name.		Due Date	2019 11 15
Address Line 1 .		H/S Code	
Address Line 2 .	1197 ST. CATHERINE CIRCLE	Lender Code	
City ST Zip 4. .	RICHMOND HILL GA 31324	Under Appeal	
Loctn/Desc . . .	LOT 40 PS 574/4 THE BLUFFS	Bankruptcy	
Map Blk Par Sub.	063A 040 Dist 03	Check Notes	
Original Bill	Adj & Charges	Payments	Descriptions This Tran
4,076.89		4,076.89-	Taxes _____
			Assessment Pen _____
			Interest _____
			Costs _____
			Late Penalty _____
			Other Penalty _____
			TOTALS _____
4,076.89		4,076.89-	Payment/Adjust (P/A) P
		Last T/A Date	(F13) 00
		PP 2019 11 02	Reason Code

Email Address:

F1=Options

F3=Return

F4=Delete

F8=Adj to Total

Bryan County Board of Commissioners



Community Development Department

DISCLOSURE STATEMENT

Title 36, chapter 67A-3 of O.C.G.A. requires that when any applicant for rezoning action has made, within two years immediately preceding the filing of the applicant's application for the rezoning action, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application, to file a disclosure report.

No, I have not made any campaign contributions to County Officials voting on this application exceeding \$250 in the past two years.

Yes, I have made campaign contributions to County Officials voting on this application exceeding \$250 in the past two years.

To Whom: _____

Value of Contribution: _____

Date of Contribution: _____

I have read and understand the above and hereby agree to all that is required by me as the applicant.



Signature of Applicant

Personally appeared before me

Justin M. Ritzema

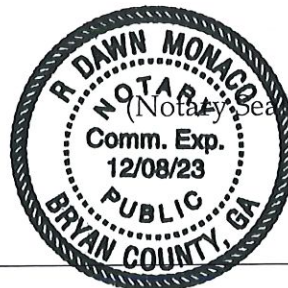
Applicant (Print)

Who on oath deposes and says that the above is true to the best of his or her knowledge and belief.

This 10 day of February 2020



Notary Public



Bryan County
Board of Commissioners

Community Development Department



AUTHORIZATION OF PROPERTY OWNER

I, _____, being duly sworn upon his/her oath, being of sound mind and legal age deposes and states; That he/she is the owner of the property which is subject matter of the attached application, as is shown in the records of Bryan County, Georgia

I authorize the person named below to act as applicant in the pursuit of a Variance application. Further, I authorize the staff of the Bryan County Community Development Department to inspect the premises which are the subject of this application. I acknowledge and accept that I will be bound by the decision of the board of commissioners, including any conditions of the rezoning, if the application is approved.

Name of Applicant: Justin M. Ritzema

Address: 1197 St. Catherine Circle

City: Richmond Hill State: Georgia Zip Code: 31324

Telephone Number: 912-644-0008 Email: jritzema@landmark24homes.com

[Signature]
Signature of Owner

1/31/2020
Date

Justin M. Ritzema
Owners Name (Print)

Personally appeared before me

Justin M. Ritzema
Owner (Print)

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

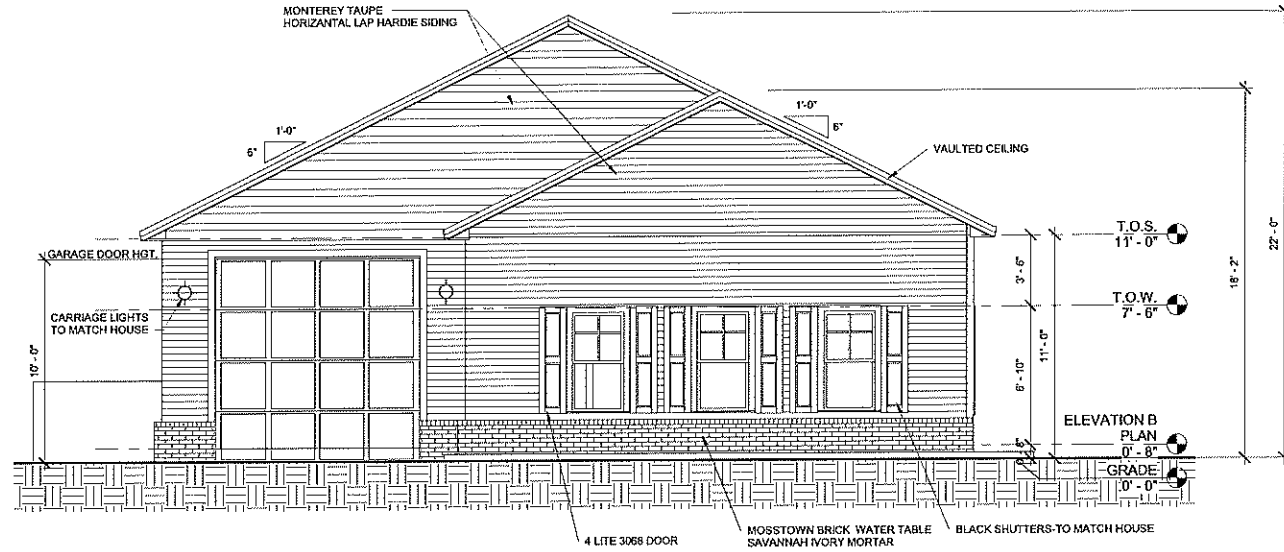
This Day 31st of January

[Signature]

Notary Public



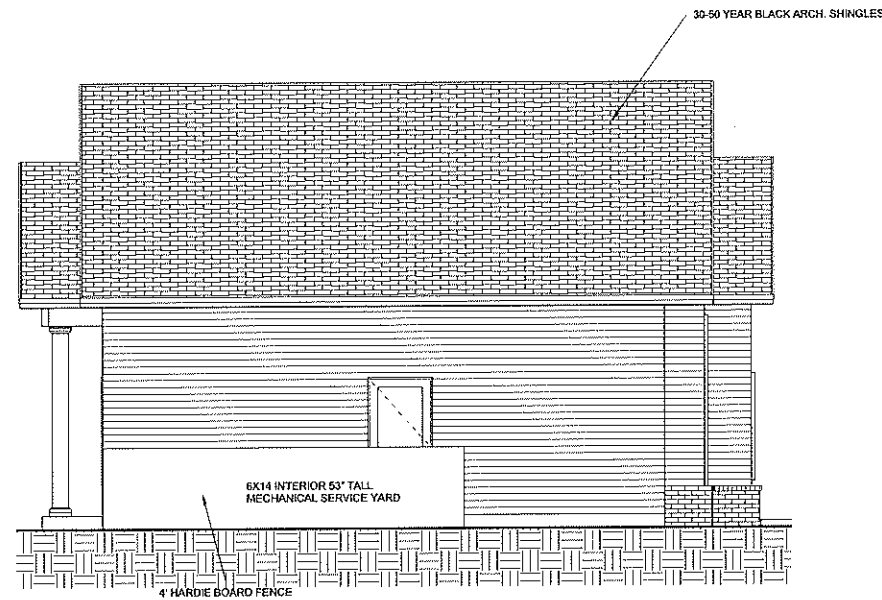
ALL DESIGN AND MATERIAL TO MATCH CURRENT HOME



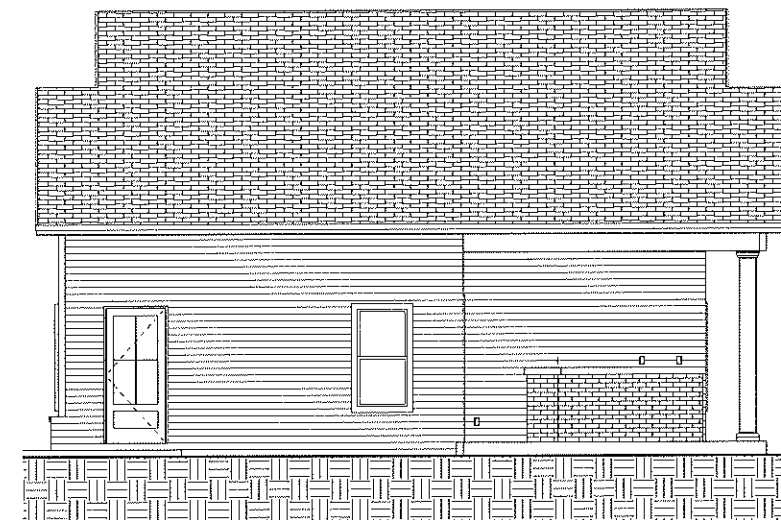
FRONT ELEVATION - A
1/4" = 1'-0"



REAR ELEVATION - A
1/4" = 1'-0"



LEFT ELEVATION - A
1/4" = 1'-0"



RIGHT ELEVATION - A
1/4" = 1'-0"

Project issue date

#	Date	Description

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LANDMARK 24

HOMES

2700 WILLETTS AVENUE SUITE B-1
LEONARDVILLE, GA 31404
PHONE 912-925-3440
FAX 912-925-9922

The L 24 Collection

POOL HOUSE/GARAGE

LOT # _____, GEORGIA

Sheet Title:

EXTERIOR ELEVATIONS - A

Sheet Number:

A4.1

Scale: 1/4" = 1'-0"

Drawn By: ANF

SEPTEMBER 10, 2018

#	Date	Description
		RITZEMA SHOP AND POOL

2702 WHATLEY AVENUE
 SUITE B-1
 THUNDERBOLT, GA 31404
 PHONE 401.256.8132
 CONTACT PERSON: ASHLEY
 FLAGELLA

PROJECT NAME:

**PROPOSED
 SHOP/ POOL
 HOUSE**

PROJECT ADDRESS:

1197 ST CATHERINE CIRCLE,
 RICHMOND HILL, GA.
 LOT #40

Sheet Title:

**RITZEMA
 SHOP AND
 POOL SITE
 PLAN**

Sheet:

A3.0

Sheet Number:

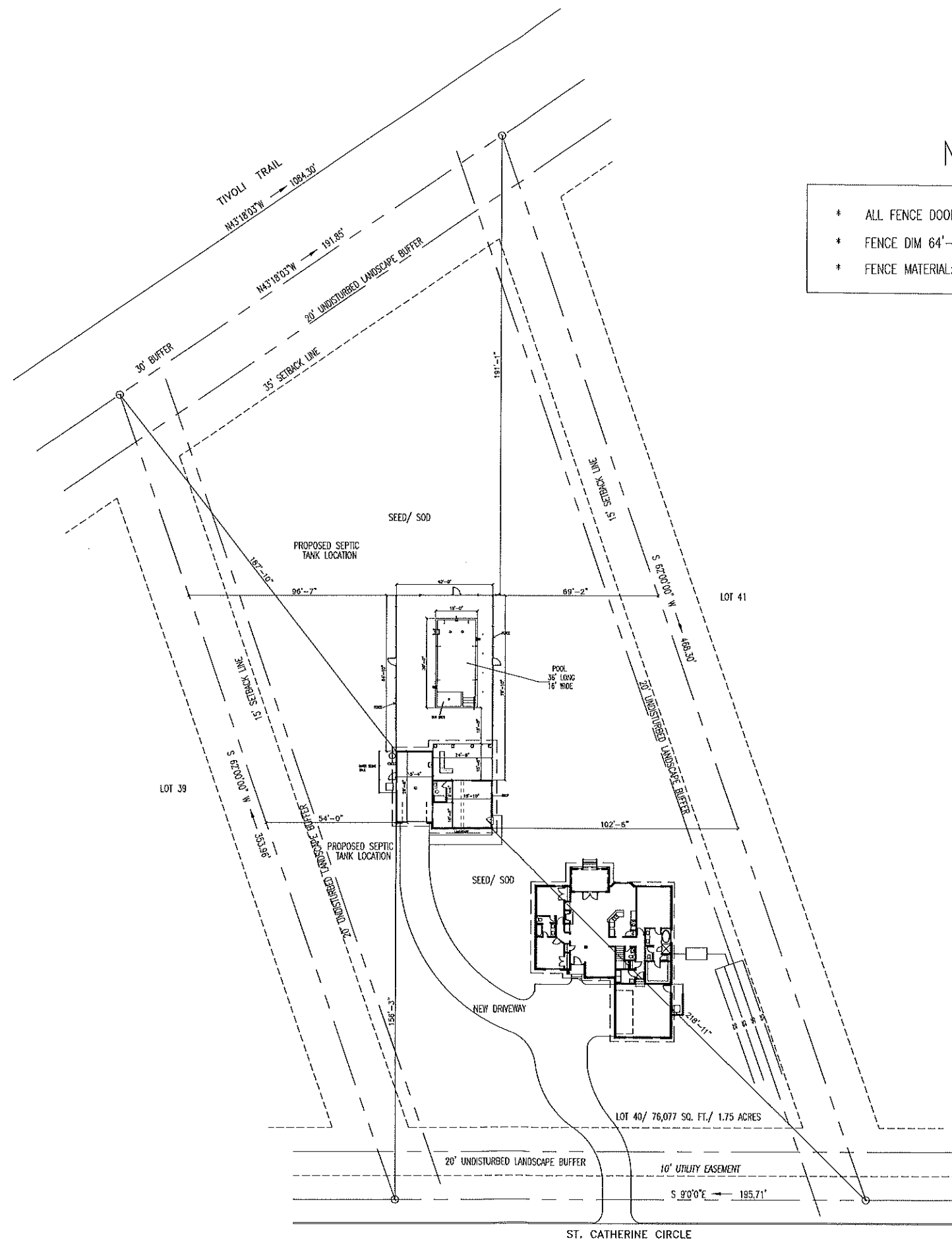
OF

Scale: **1/64" = 1'-0"**

Drawn By: **ANF**

NOTES

- * ALL FENCE DOORS 32"-36" X 48"-74" TALL.
- * FENCE DIM 64'-10" X 40' X 76'-10".
- * FENCE MATERIAL: WROUGHT IRON- ORNAMENTAL.



On Mon, Oct 7, 2019 at 1:06 PM Chris Gannon

<cjig106@yahoo.com> wrote:

Justin,

The Bluffs ARC met last Friday evening. The Elevation A concept drawings (Sheet No. A3.1 and A4.1, representing 3 windows across the front and a side door entrance to the Shop) are accepted. However, we are unable to approve these plans until we receive a complete set of the final plans filed with and approved by Bryan County (and bearing the County stamp). Please also update the Site Plan to reflect the change in location of the door to the Shop from the front to the right side.

In respect to the pool, The ARC authorizes you to proceed only with excavating the hole necessary for the construction of the pool. No other construction activity is permitted until (i) the County-approved plans are received and approved by the ARC, and (ii) the updated Site Plan is provided and approved by the ARC.

Although final approval of your project plan is not granted, the requirements of the ARC Guidelines and the Covenants shall apply in respect to the excavation work. Please ensure that construction vehicles/equipment access your work site via the driveway, not through the tree beds nor from the walking path behind your lot.

Please contact me if you have any questions.

Chris Gannon
The Bluffs ARC

“B” Exhibits – Agency Comments



**BRYAN COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT**

51 North Courthouse Street
P.O. Box 1071
Pembroke, Georgia 31321
912-653-3893
(Fax) 653-3864

66 Capt. Matthew Freeman Drive
Suite 201
Richmond Hill, Georgia 31324
912-756-7953
(Fax) 756-7951

Article XIII, Section 302 of the Bryan County Zoning Ordinance requires that we secure comments from the Engineering Director, Fire Chief, County Health Director, and Public Works Director on the following zoning application:

CASE # V#343-20

Zoning Request: Sec. 1000(h) variance for a 950 square foot accessory building with bath.

Filed by: Justin Ritzema

Owners: Justin Ritzema

Property address: 1197 St. Catherine Circle

Map and Parcel # 063A-040

This issue is scheduled for a public hearing with the Planning and Zoning Commission on Mar. 3, 2020 and the Board of Commissioners on NA.

Please return this completed form with any comments/attachments to the Community Development Department by Feb. 7, 2020.

Comments: submit site plan checklist with building permit application.

Engineering Director Fire Chief County Health Director

Public Works Director Bryan County Schools (optional)

Signature: Kyle D. Coan Date: 2-6-20



**BRYAN COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT**

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This issue is scheduled for a public hearing with the Planning and Zoning Commission on Mar. 3, 2020 and the Board of Commissioners on NA .

Please return this completed form with any comments/attachments to the Community Development Department by Feb. 7, 2020 .

Comments: No Issues

Engineering Director Fire Chief County Health Director

Public Works Director Bryan County Schools (optional)

Signature: [Handwritten Signature] **Date:** 2/6/20



**BRYAN COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT**

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Filed by: Justin Ritzema

Owners: Justin Ritzema

Property address: 1197 St. Catherine Circle

Map and Parcel # 063A-040

This issue is scheduled for a public hearing with the Planning and Zoning Commission on Mar. 3, 2020 and the Board of Commissioners on NA.

Please return this completed form with any comments/attachments to the Community Development Department by Feb. 7, 2020.

Comments: Septic system application is approved. Permit has been issued. No further action is required at this time.

Engineering Director Fire Chief County Health Director

Public Works Director Bryan County Schools (optional)

Signature: M.D. Myers Date: 02.06.2020
for Skip Johnson



**BRYAN COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT**

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Please return this completed form with any comments/attachments to the Community Development Department by Feb. 7, 2020.

Comments: No Comments

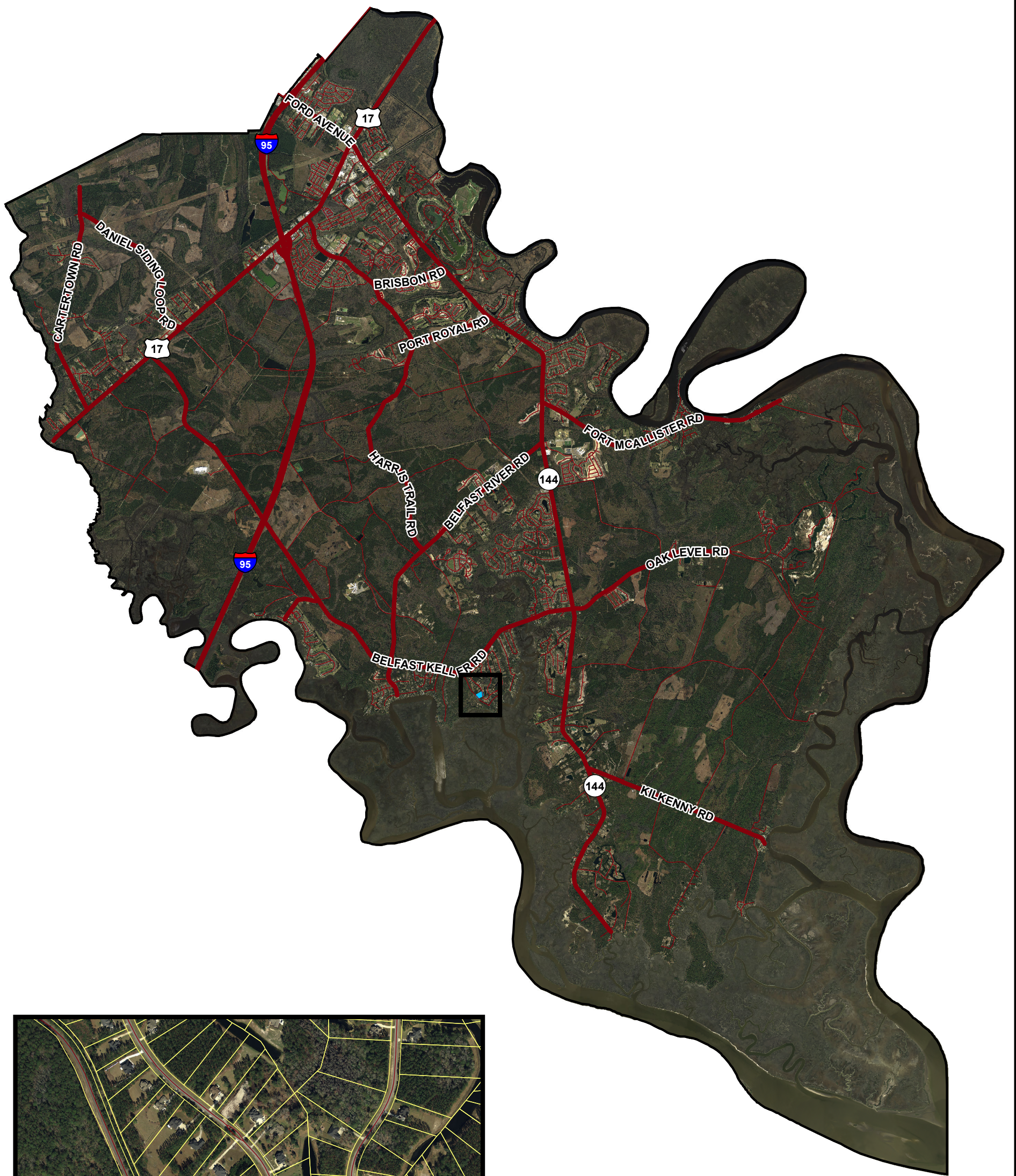
Engineering Director Fire Chief County Health Director

Public Works Director Bryan County Schools (optional)

Signature: G Alley

Date: 2/6/20

“C” Exhibits – Bryan County Supplements

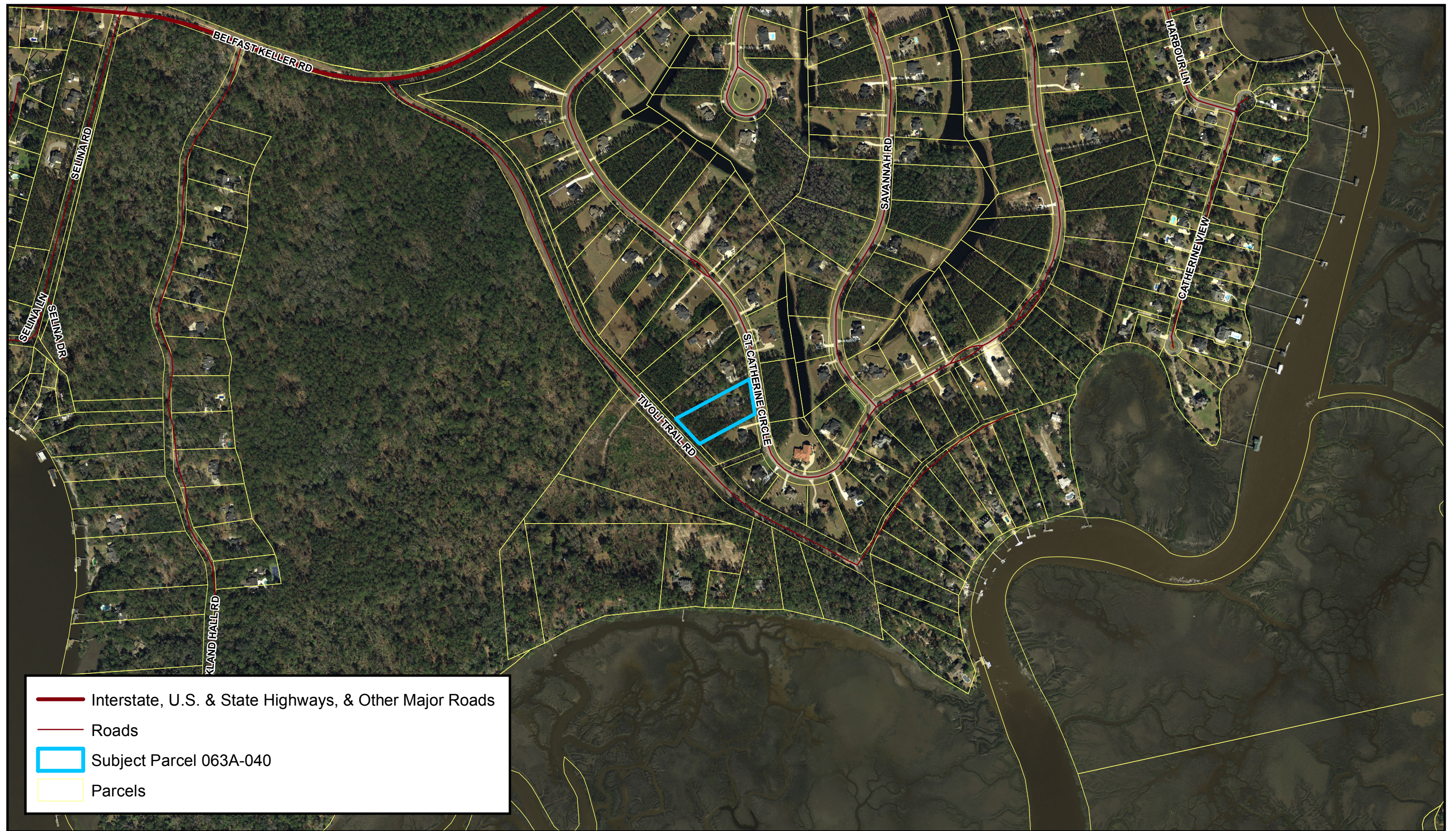


- Interstate, U.S. & State Highways, & Other Major Roads
- Roads
- Subject Parcel 063A-040
- Surrounding Parcels

Overview Map
Justin M. Ritzema
Case V# 343-20

DISCLAIMER
Information represented in this compilation from numerous digital GIS resources is solely for planning and illustration purposes. It is not suitable for site-specific decision making. The accuracy of this product is dependent upon the source data and therefore the accuracy cannot be guaranteed. The areas depicted in this GIS Map Product are approximate, and is not necessarily accurate to surveying or engineering standards. Bryan County, City of Richmond Hill, or City of Pembroke assumes no responsibility or liability for the information contained therein or if information is used for other than its intended purpose. Reproduction, dissemination, altering this data is not authorized without prior consent. Bryan County, City of Richmond Hill, or City of Pembroke assumes no responsibility or liability for modified data.



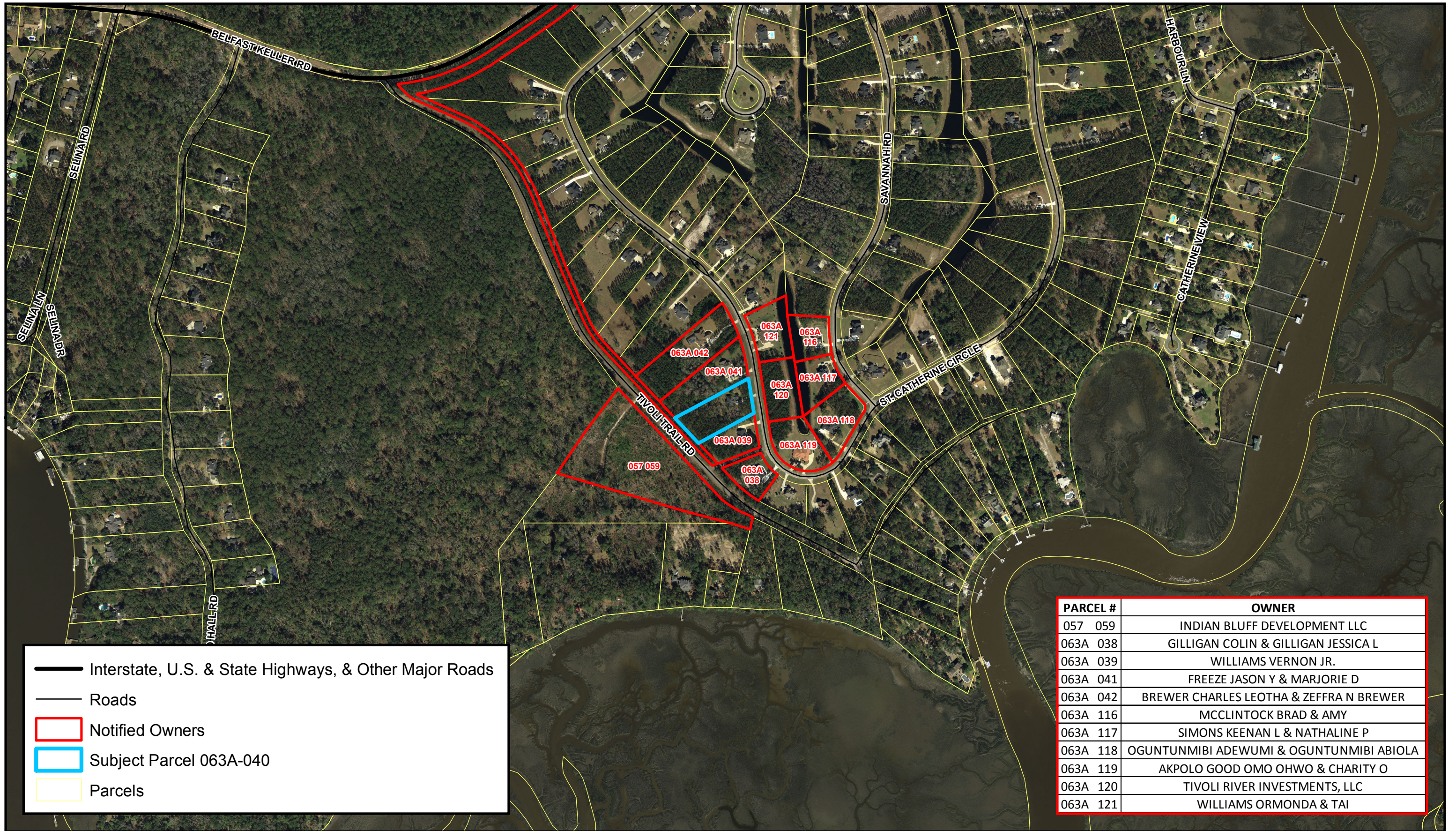


— Interstate, U.S. & State Highways, & Other Major Roads
— Roads
 Subject Parcel 063A-040
 Parcels



Location Map
Justin M. Ritzema
Case V# 343-20

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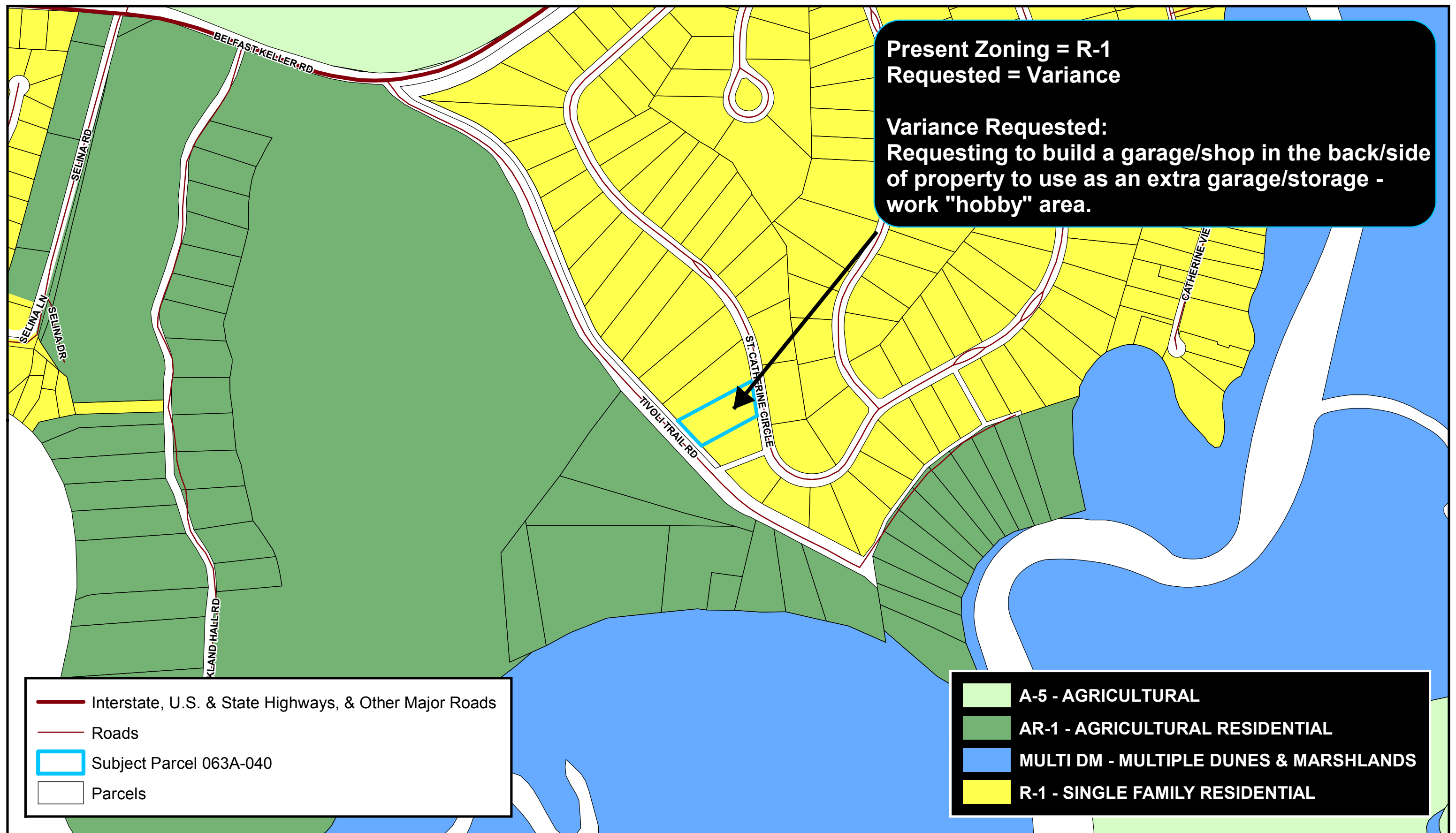
Interstate, U.S. & State Highways, & Other Major Roads
 Roads
 Notified Owners
 Subject Parcel 063A-040
 Parcels

PARCEL #	OWNER
057 059	INDIAN BLUFF DEVELOPMENT LLC
063A 038	GILLIGAN COLIN & GILLIGAN JESSICA L
063A 039	WILLIAMS VERNON JR.
063A 041	FREEZE JASON Y & MARJORIE D
063A 042	BREWER CHARLES LEOTHA & ZEFFRA N BREWER
063A 116	MCCLINTOCK BRAD & AMY
063A 117	SIMONS KEENAN L & NATHALINE P
063A 118	OGUNTUNMIBI ADEWUMI & OGUNTUNMIBI ABIOLA
063A 119	AKPOLO GOOD OMO OHWO & CHARITY O
063A 120	TIVOLI RIVER INVESTMENTS, LLC
063A 121	WILLIAMS ORMONDA & TAI




Notification Map
Justin M. Ritzema
Case V# 343-20

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Present Zoning = R-1
Requested = Variance

Variance Requested:
 Requesting to build a garage/shop in the back/side of property to use as an extra garage/storage - work "hobby" area.

-  Interstate, U.S. & State Highways, & Other Major Roads
-  Roads
-  Subject Parcel 063A-040
-  Parcels

-  A-5 - AGRICULTURAL
-  AR-1 - AGRICULTURAL RESIDENTIAL
-  MULTI DM - MULTIPLE DUNES & MARSHLANDS
-  R-1 - SINGLE FAMILY RESIDENTIAL



“D” Exhibits – Public Comment

None Received