



CITY OF PORT WENTWORTH

CITY COUNCIL

SEPTEMBER 13, 2022

Council Meeting Room

Regular Meeting

7:00 PM

7224 GA HIGHWAY 21
PORT WENTWORTH, GA 31407

1. **CALL MEETING TO ORDER**
2. **PRAYER AND PLEDGE OF ALLEGIANCE**
3. **ROLL CALL - CLERK OF COUNCIL**
4. **APPROVAL OF AGENDA**
5. **RECOGNITION OF SPECIAL GUESTS**
 - A. Port Wentworth Patriots- Gymnastic Team
6. **PUBLIC COMMENTS - REGISTERED SPEAKERS**
7. **ELECTIONS & APPOINTMENTS**
8. **ADOPTION OF MINUTES**
 - A. Regular Council Meeting Minutes - August 25, 2022
9. **COMMUNICATIONS & PETITIONS**
10. **COMMITTEE REPORTS**
11. **CONSENT AGENDA**
12. **UNFINISHED BUSINESS**
13. **NEW BUSINESS**
 - A. Planning and Zoning Board Reorganization
 - Public Hearing
 - Action
 - B. Real Estate Donation
 - C. Real Estate Purchase
14. **RESOLUTIONS/ORDINANCES/PROCLAMATIONS**
15. **EXECUTIVE SESSION**
16. **ADJOURNMENT**



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 09/13/22 07:00 PM
Department: All
Category: Ordinance
Prepared By: Zahnay Smoak
Department Head: Steve Davis

DRAFT

AGENDA ITEM (ID # 2731)

DOC ID: 2731

Planning and Zoning Board Reorganization

Issue/Item: Professional meetings and presentations are essential for the planning process. The P/Z Board needs to review plans for the necessary requirements and ask questions of presenters about standards that are best for the community.

Background: The Ordinance Audit recently reported a need for a better organized planning and zoning board with expertise in architecture, engineering, construction etc. Looking at neighboring communities we have found a good practice is to include some internal staff to the board to ensure focused and detailed review.

Facts and Findings: Dissolve old board and appoint new 7-person board to include Public Works, Fire, Police, and 3 residents/business owners. Additionally, the Assistant City Manager - Operations will Chair meetings and only vote to break ties.

Funding: N/A

Recommendation: Approve

ATTACHMENTS: ORDINANCE

ATTACHMENTS:

- COPW - Ord - Planning Commission, Update (DOCX)

ORDINANCE NO. O2022-XXX

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

**AN ORDINANCE TO AMEND THE PLANNING COMMISSION
OF THE CITY OF PORT WENTWORTH CODE OF ORDINANCES**

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

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

WHEREAS, the City of Port Wentworth is undertaking a comprehensive review of its zoning ordinance, to include the process and procedures associated with planning and zoning within the City of Port Wentworth; and

WHEREAS, the City of Port Wentworth desires to update the planning commission as part of this comprehensive review process; and

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

The Code of Ordinance, Chapter 18, Planning and Development, Article II, Planning Commission, is amended as follows:

The entirety of Sec. 18-19 is repealed and replaced to read as follows:

Sec. 18-19. Membership; Term; Removal

(a) Membership.

- (1) The planning commission shall consist of seven (7) members. The members shall be comprised of four (4) City employees and three (3) residents or business owners.
- (2) The City employees appointed to the planning commission are: Assistant City Manager – Operations, Police Department Chief, Fire Department Chief, and Public Works Director. Each appointed City employee may designate, within their respective department, to serve in their place.
- (3) City resident or business owner members shall be approved by a majority vote of City Council. Such members shall either (i) reside in the City limits, or (ii) own or operate a business within the City limits.

(b) Term

- (1) Resident or business owner members serve at the pleasure of City Council for terms of three (3) years.
- (2) There are no term limits for resident or business owner members.

(c) Removal

The City has the absolute right to remove a resident or business owner member upon a majority vote of City Council.

Sec. 18-23 is added to read as follows:

Sec. 18-23. Chair; Chair Pro Tem; Powers and Duties

- (1) The Chair of the Planning Commission shall be the Assistant City Manager – Operations, or their designee.

- (2) In the absence the Chair at a meeting, the planning commission shall designate one of the employee members to serve as Chair Pro Tem, who shall be granted the rights and privileges of the Chair in the Chair’s absence.
- (3) The Chair shall preside at all meetings, see that all meetings are conducted in a parliamentary manner, and preserve order and decorum in such meetings.
- (4) The Chair shall vote, if necessary, to make a quorum at any meeting; and shall vote, if necessary, in the case of a tie vote by the other members.
- (5) The Chair shall have all other powers as prescribed by law, ordinance, or other authority.

SO ORDAINED this the _____ day of _____, 2022.

Approved:

Gary Norton, Mayor

Attest:

Zahnay Smoak, City Clerk

First reading: _____ (date)

Second reading: _____ (date)

Attachment: COPW - Ord - Planning Commission, Update (2731 : Planning and Zoning Board Reorganization)



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 09/13/22 07:00 PM
Department: All
Category: Resolution
Prepared By: Zahnay Smoak
Department Head: Brian Harvey

DRAFT

AGENDA ITEM (ID # 2729)

DOC ID: 2729

Real Estate Donation

Issue/Item: Richmond Baptist property was significantly impacted by the widening of Hwy 21 through Port Wentworth years ago and has limited area to expand.

Background: Richmond Baptist Church was founded in 1897 and was affiliated with the First African Baptist Church of Savannah which worked to provide praise houses to previously enslaved populations of rural plantations.

Facts and Findings: The city owns adjacent property and wishes to donate 2 acres to the church for the purpose of expansion and replacement for lands lost during highway expansion. The only costs to the church will be surveying and closing fees.

Funding: N/A

Recommendation: Approve



City Council
7224 GA Highway 21
Port Wentworth, GA 31407

Meeting: 09/13/22 07:00 PM
Department: All
Category: Resolution
Prepared By: Zahnay Smoak
Department Head: Steve Davis

DRAFT

AGENDA ITEM (ID # 2730)

DOC ID: 2730

Real Estate Purchase

Issue/Item: The city has been looking to expand recreation services to the north side for many years. The current location is land locked and we need to provide access to the park

Background: The city has been looking at multiple options for access. This option allows for an entrance from Hwy 30 to a new recreation complex that could include multiple sports fields, an amphitheater, splash park, dog park, gym, walking trails and a fire station.

Facts and Findings: The city has identified this property as a critical component of park access and a major quality of life issue. The property owners are willing to work with the city to meet this objective and sell the needed property.

Funding: N/A

Recommendation: Approve