

Article 2.0 Review Bodies and Administrators

Sec. 2.1 General Provisions

2.1.1 Purpose

The purpose of this Article is to establish the authority for review and consideration of development applications and other proposed actions in unincorporated Chatham County and the city of Savannah, and to assign authority to the following:

- a. The local Governing Bodies (Chatham County Board of Commissioners and the city of Savannah Mayor and Aldermen);
- b. The Chatham County-Savannah Metropolitan Planning Commission;
- c. The Chatham County-Savannah Board of Zoning Appeals;
- d. The Chatham County-Savannah Historic Preservation Commission;
- e. The Savannah Downtown Historic Board of Review;
- f. The Planning Director;
- g. The Governing Body Building Officials;
- h. The Governing Body Engineers; and
- i. The Governing Body Site Development Review Team.

Sec. 2.2 Local Governing Bodies

2.2.1 Defined

The Governing Bodies identified as having authority to enforce certain provisions of this Ordinance are:

a. Board of Commissioners of Chatham County

The Board of Commissioners of Chatham County (hereinafter the Board of Commissioners) for property located within Chatham County but located outside of any city limits.

b. Mayor and Aldermen of the City of Savannah

The Mayor and Aldermen of the city of Savannah (hereinafter the Mayor and Aldermen) for property located within the city limits of the city of Savannah.

2.2.2 Powers and Duties

a. General Authority

Each Governing Body shall have the powers and duties listed below, within its jurisdiction, in addition to those provided elsewhere in the Chatham County Code of Ordinances and the City of Savannah Code of Ordinances, as applicable, and as provided by the Georgia Constitution, Georgia General Session Laws, and applicable local laws.

b. Final Authority

With respect to this Ordinance, each Governing Body shall be responsible for final action regarding:

- i. Comprehensive plan amendments;
- ii. Zoning text amendments;
- iii. Zoning map amendments;
- iv. Planned developments;
- v. Special use permits;
- vi. Local historic district designations;
- vii. Local historic property designations;
- viii. Amendments to any contributing resources map; and
- ix. Appeals (as identified in Sec. 3.26, Appeals).

c. Appointments

Each Governing Body shall appoint members of commissions and boards as required by this Ordinance.

Sec. 2.3 Planning Commission

2.3.1 Establishment

The Chatham County-Savannah Metropolitan Planning Commission (hereinafter the Planning Commission) was created by the Board of Commissioners of Chatham County and the Mayor and Aldermen of the City of Savannah.

2.3.2 Powers and Duties

a. General Authority

- i. The Planning Commission shall perform duties as directed by each Governing Body.
- ii. The Planning Commission may exercise additional powers as may be described elsewhere in this Ordinance and as permitted by the County Code of Ordinances and City Code of Ordinances, as applicable.

b. Review Authority

With respect to this Ordinance, the Planning Commission shall review and make recommendations to the Governing Bodies regarding:

- i. Comprehensive Plan amendments;
- ii. All zoning text amendments with the exception of text amendments to the articles and sections listed below. Such text amendments shall be reviewed by the Historic Preservation Commission or the Savannah Downtown Historic Board of Review as provided in Sec. 2.5 and 2.6, respectively.
 - (1) Sec. 2.5, Historic Preservation Commission;
 - (2) Sec. 2.6, Savannah Downtown Historic District Board of Review;
 - (3) Sec. 3.18, Local Historic District Designation;
 - (4) Sec. 3.19, Local Historic Property Designation;
 - (5) Sec. 3.20, Certificate of Appropriateness for Local Historic Properties and Local Historic Districts
 - (6) Sec. 3.21, Certificate of Appropriateness for the Savannah Downtown Historic District;
 - (7) Sec. 3.22, Prevention of Demolition by Neglect;
 - (8) Sec. 7.7, Historic Property Overlay District; and
 - (9) Any historic overlay district provided in Article 7.0, Historic and Other Overlay Districts.
- iii. All rezoning map amendments with the exception of zoning amendments to the sections listed below. Such map amendments shall be reviewed by the Historic Preservation Commission or the Savannah Downtown Historic Board of Review as provided in Sec. 2.5 and 2.6, respectively.
 - (1) Sec. 3.18, Local Historic District Designation, including the creation of or amendments to any height map or contributing resource map; and,
 - (2) Sec. 3.19, Local Historic Property Designation.
- iv. Planned developments; and
- v. Special use permits.

c. Final Authority

With respect to this Ordinance and the Subdivision Ordinance, the Planning Commission shall be responsible for final action regarding:

- i. Major site development plans, including variances as provided in Sec. 3.24, Variances; and
- ii. Major subdivisions (concept plan only).

2.3.3 Composition and Term of Office

a. Composition

The Planning Commission shall be composed of 14 members, including six (6) voting members who are selected by the County Commission and six (6) voting members who are selected by the Mayor and Aldermen. The County Manager and City Manager shall serve as voting ex-officio members.

b. Term of Office

Each member shall serve a term of three (3) years and terms shall be staggered. Members shall not serve more than two (2) consecutive terms, regardless of jurisdiction.

2.3.4 Qualifications of Members

a. Residence

Members of the Planning Commission shall be residents of the city of Savannah or Chatham County.

b. Qualifications

Members shall have demonstrated a special interest in planning and zoning. The Planning Commission shall include at least four (4) appointed representatives of professions which are directly related to planning and zoning such as architecture, building construction, engineering, environmental science, landscape architecture, law and urban planning. No more than two (2) representatives of the same profession shall be permitted.

c. Disclosure

Applicants for appointment to the Planning Commission shall disclose whether or not they are currently elected or appointed to hold office in any public body or agency, including serving on an advisory board.

d. Ethics

Members of the Planning Commission shall be subject to all ethical principles as identified in the Procedural Manual and By-laws of the Chatham County-Savannah Metropolitan Planning Commission (Procedural Manual and By-laws).

2.3.5 Attendance and Removal of Members

a. Attendance Requirements and Removal

Members of the Planning Commission shall meet the minimum attendance requirements specified in the Procedural Manual and By-laws. These attendance requirements do not apply to ex-officio members.

b. Removal for Other Cause

The Governing Body shall remove any member of the Planning Commission who:

- i. Is no longer a resident of Chatham County or the city of Savannah;

- ii. Is found by the Governing Body to have known that he or she had a conflict of interest, as described in the Procedural Manual and By-laws, in a matter and participated in discussion at a public meeting on that matter; or
- iii. Is convicted of a felony or of an offense of moral turpitude while in office serving as a Planning Commissioner.

2.3.6 Meetings and Rules of Procedures

a. Meetings

i. Regular Meetings

Regular meetings shall be held each month and shall be set for a time, date and location certain.

ii. Special Meetings

(1) Calling of Special Meetings

Special meetings may be called by the Chair of the Board of Commissioners of Chatham County, the Mayor and Council for the City of Savannah, the Chair of the Planning Commission, a majority of the members of the Planning Commission, or the Planning Director.

(2) Notice of Special Meetings

The Planning Director shall provide public notice a minimum of two (2) days in advance of any special meetings. The content of the notice shall comply with the requirements of Sec. 3.3.3 of this Ordinance.

b. Minutes and Public Records

The Planning Commission shall keep minutes of its proceedings, showing the absence of members and the vote of each member, including the Chair and Vice-Chair.

c. Meeting and Hearings to be Public

All meetings and hearings of the Planning Commission shall be open to the public.

d. Public Notice

Public notice of the Planning Commission meeting shall be provided as required for each development application type as provided in Sec. 3.3, Public Notice.

e. Quorum

A meeting of the Planning Commission shall not be called to order, nor shall any business be transacted by the Planning Commission, without a quorum being present. A quorum shall consist of at least one-half of the voting membership, plus one (1) member.

f. Consideration of Applications and Other Actions

A majority vote of a quorum or any greater number of members present at a meeting shall be necessary for the Planning Commission to take action or make a decision or other determination.

g. Conflict of Interest

If there is a matter which comes before a member of the Planning Commission for which a conflict of interest exists, the member shall comply with the requirements of the Procedural Manual and By-laws.

Sec. 2.4 Zoning Board of Appeals

2.4.1 Establishment

The Chatham County-Savannah Zoning Board of Appeals (hereinafter the Zoning Board of Appeals) is hereby established.

Comment [m1]: Information: The separate Zoning Boards of Appeals for the City and County are proposed to be combined (similar to the Planning Commission).

2.4.2 Powers and Duties

a. General Authority

- i. The Zoning Board of Appeals shall perform duties as directed by each Governing Body.
- ii. The Zoning Board of Appeals may exercise additional powers as may be described elsewhere in this Ordinance and as permitted by the County Code of Ordinances and the City Code of Ordinances, as applicable.

b. Final Authority

With respect to this Ordinance, the Zoning Board of Appeals shall be responsible for final action regarding:

- i. Variances (as identified in Sec. 3.24, Variances); and
- ii. Appeals (as identified in Sec. 3.26, Appeals).

2.4.3 Composition and Term of Office

a. Composition

The Zoning Board of Appeals shall be composed of eight (8) members, including four (4) voting members who are selected by the Board of Commissioners and four (4) voting members who are selected by the City Mayor and Aldermen.

b. Term of Office

Each member shall serve a term of three (3) years, and terms shall follow the guidelines adopted by [insert title of the joint county-city by-laws]. Members shall not serve more than two (2) consecutive terms, regardless of jurisdiction.

2.4.4 Qualifications of Members

a. Residence

Members of the Zoning Board of Appeals shall be residents of Chatham County or the city of Savannah.

b. Qualifications

Members shall have demonstrated a special interest in planning and zoning. The Zoning Board of Appeals shall include at least two (2) appointed representatives of professions which are directly related to planning and zoning such as architecture, building construction, engineering, environmental science, landscape architecture, law and urban planning.

c. Disclosure

Applicants for appointment to the Zoning Board of Appeals shall disclose whether or not they are currently elected or appointed to hold office in any public body or agency, including serving on an advisory board.

d. Ethics

Members of the Zoning Board of Appeals shall be subject to all ethical principles as identified in the [insert title of the joint county-city by-laws].

2.4.5 Attendance and Removal of Members

a. Attendance Requirements and Removal

Members of the Zoning Board of Appeals shall meet the minimum attendance requirements specified in the [insert title of the joint county-city by-laws].

b. Removal for Other Cause

The Governing Body shall remove any member of the Zoning Board of Appeals who:

- i. Is no longer a resident of Chatham County or the city of Savannah;
- ii. Is found by the Governing Body to have known that he or she had a conflict of interest, as described in [insert title of the joint county-city by-laws] in a matter and participated ex-parte communication on that matter; or
- iii. Is convicted of a felony or an offense involving moral turpitude while in office serving as a member of the Board of Appeals.

2.4.6 Meetings and Rules of Procedures

a. Meetings

i. Regular Meetings

Regular meetings shall be held each month and shall be set for a time, date and location certain.

ii. Special Meetings

(1) Calling of Special Meetings

Special meetings may be called by the Chair of the Board of Commissioners of Chatham County, the Mayor of Council for the City of Savannah, the Chair of the Zoning Board of Appeals, a majority of the members of the Zoning Board of Appeals, or the Planning Director.

(2) Notice of Special Meetings

The Planning Director shall provide public notice a minimum of two (2) days in advance of any special meetings. The content of the notice shall comply with the requirements of Sec. 3.3.3 of this Ordinance.

b. Minutes and Public Records

The Zoning Board of Appeals shall keep minutes of its proceedings, showing the absence of members and the vote of each member, including the Chair and Vice-Chair.

c. Meeting and Hearings to be Public

All meetings and hearings of the Zoning Board of Appeals shall be open to the public.

d. Public Notice

Public notice of the Zoning Board of Appeals meeting shall be provided as required for each development application type as provided in Sec. 3.3, Public Notice.

e. Quorum

A meeting of the Zoning Board of Appeals shall not be called to order, nor shall any business be transacted by the Zoning Board of Appeals, without a quorum being present. A quorum shall consist of at least one-half of the voting membership, plus one (1) member.

f. Consideration of Applications and Other Actions

A majority vote of a quorum or any greater number of members present at a meeting shall be necessary for the Zoning Board of Appeals to take action or make a decision or other determination.

g. Conflict of Interest

If there is a matter which comes before a member of the Zoning Board of Appeals for which a conflict of interest exists, the member shall comply with the requirements of the [insert title of the joint county-city by-laws].

Sec. 2.5 Historic Preservation Commission

2.5.1 Establishment

The Chatham County-Savannah Historic Preservation Commission (hereinafter Historic Preservation Commission) is hereby established in accordance with O.C.G.A. §44-10-21 ("Georgia Historic Preservation Act"), as amended.

2.5.2 Powers and Duties

a. General Authority

- i. The Historic Preservation Commission shall perform related duties as directed by each Governing Body.
- ii. The Historic Preservation Commission may exercise additional powers as may be described elsewhere in this Ordinance and as permitted by the County Code of Ordinances and the City Code of Ordinances, as applicable.
- iii. The Historic Preservation Commission is responsible for preparing and maintaining an inventory of all properties within its jurisdiction having the potential for designation as a historic district or historic property.
- iv. The Historic Preservation Commission may seek out local, state, federal or private funds for historic preservation, and make recommendations to the Board of Commissioners and Mayor and Aldermen, as applicable, concerning the most appropriate uses of funds acquired.
- v. The Historic Preservation Commission shall submit to the Historic Preservation Division of the Georgia Department of Natural Resources information on pending designations of historic districts and historic properties.

b. Review Authority

With respect to this Ordinance, the Historic Preservation Commission shall review and make recommendations to the applicable Governing Body for the applications listed below.

- i. Any application for a text amendment to the following articles or sections of this Ordinance:
 - (1) Sec. 2.5, Historic Preservation Commission;
 - (2) Sec. 3.18, Local Historic District Designation;
 - (3) Sec. 3.19, Local Historic Property Designation;
 - (4) Sec. 3.20, Certificate of Appropriateness for Local Historic Properties and Local Historic Districts;
 - (5) Sec. 3.22, Prevention of Demolition by Neglect;
 - (6) Sec. 7.7, Historic Property Overlay District; and,
 - (7) Any historic overlay district provided in Article 7.0, Historic and Other Overlay Districts, with the exception of Sec. 7.8, Savannah Downtown Historic Overlay District.
- ii. Any application to designate a local historic district or to amend the boundaries of an existing local historic district, with the exception of the Savannah Downtown Historic Overlay District (see. Sec. 2.6, Savannah Downtown Historic Board of Review); and
- iii. Creation of and amendments to local historic district height maps and contributing resource maps in all local historic districts with the exception of the Savannah Downtown Historic Overlay District.

c. Final Authority

With respect to this Ordinance, the Historic Preservation Commission shall be responsible for final action regarding:

- i. Certificates of Appropriateness for local historic districts and properties; and
- ii. Variances (as identified in Sec. 3.24, Variances).

2.5.3 Composition and Term of Office

a. Composition

The Historic Preservation Commission shall be composed of 10 members, including five (5) voting members who are selected by the County Commission and five (5) voting members who are selected by the Mayor and Aldermen.

b. Term of Office

Each member shall serve a term of three (3) years, and terms shall be staggered. Members shall not serve more than two (2) consecutive terms, regardless of jurisdiction.

2.5.4 Qualifications of Members

a. Residence

Members of the Historic Preservation Commission shall be residents of Chatham County or the city of Savannah.

b. Qualifications

Members shall have demonstrated a special interest in the preservation of historic resources. The Historic Preservation Commission shall include at least six (6) appointed representatives of professions which are directly related to historic preservation such as architecture, architectural history, archaeology, historic preservation, planning, law, building construction and restoration.

c. Disclosure

Applicants for appointment to the Historic Preservation Commission shall disclose whether or not they are currently elected or appointed to hold office in any public body or agency, including serving on an advisory board.

d. Ethics

Members of the Historic Preservation Commission shall be subject to all ethical principles as specified in the Historic Preservation Commission By-Laws.

2.5.5 Attendance and Removal of Members

a. Attendance Requirements and Removal

Members of the Historic Preservation Commission shall meet the minimum attendance requirements specified in the Historic Preservation Commission By-Laws.

b. Removal for Other Cause

The applicable Governing Body shall remove any member it selected from Historic Preservation Commission who:

- i. Is no longer a resident of Chatham County or the city of Savannah;
- ii. Is found by a Governing Body have had an undisclosed conflict of interest, as described in the Historic Preservation Commission By-Laws, in a matter and participated in a public meeting discussion and/or decision on that matter; or

- iii. Is convicted of a felony or an offense involving moral turpitude while in office serving as a member of the Historic Preservation Commission.

2.5.6 Meetings and Rules of Procedures

a. Meetings

i. Regular Meetings

Regular meetings shall be held each month and shall be set for a time, date and location certain.

ii. Special Meetings

(1) Calling of Special Meetings

Special meetings may be called by the Chair of the Board of Commissioners of Chatham County, the Mayor of Council for the City of Savannah, the Chair of the Historic Preservation Commission, a majority of the members of the Historic Preservation Commission, or the Planning Director.

(2) Notice of Special Meetings

The Planning Director shall provide public notice a minimum of two (2) days in advance of any special meetings. The content of the notice shall comply with the requirements of Sec. 3.3.3 of this Ordinance.

b. Minutes and Public Records

The Historic Preservation Commission shall keep minutes of its proceedings, showing the absence of members and the vote of each member, including the Chair and Vice-Chair.

c. Meeting and Hearings to be Public

All meetings and hearings of the Historic Preservation Commission shall be open to the public.

d. Public Notice

Public notice of the Historic Preservation Commission meeting shall be provided as required for each development application type as provided in Sec. 3.3, Public Notice.

e. Quorum

A meeting of the Historic Preservation Commission shall not be called to order, nor shall any business be transacted by the Historic Preservation Commission, without a quorum being present. A quorum shall consist of at least one-half of the voting membership, plus one (1) member.

f. Consideration of Applications and Other Actions

A majority vote of a quorum or any greater number of members present at a meeting shall be necessary for the Historic Preservation Commission to take action or make a decision or other determination.

g. Conflict of Interest

If there is a matter which comes before a member of the Historic Preservation Commission for which a conflict of interest exists, the member shall comply with the requirements of the Historic Preservation Commission By-Laws.

Sec. 2.6 Savannah Downtown Historic District Board of Review

2.6.1 Establishment

The Savannah Downtown Historic District Board of Review (hereinafter Historic Board of Review) was created by an amendment to the Georgia Constitution, Article XI, November 5, 1968 and by an amendment to the City Code of Ordinances, February 15, 1973.

2.6.2 Powers and Duties

As described below, the Historic Board of Review has certain authority only within the Savannah Downtown Historic Overlay District.

a. General Authority

- i. The Historic Board of Review shall perform related duties as directed by the Mayor and Aldermen of the city of Savannah.
- ii. The Historic Board of Review may exercise additional powers as may be described elsewhere in this Ordinance and as permitted by the City Code of Ordinances.

b. Review Authority

With respect to this Ordinance, the Historic Board of Review shall review and make recommendations to the Mayor and Aldermen regarding:

- i. Amendments to Sec. 7.8, Savannah Downtown Historic Overlay District, including text amendments and boundary adjustments;
- ii. Amendments to the contributing resource map; and
- iii. Amendments to the height map.

c. Final Authority

With respect to this Ordinance, the Historic Board of Review shall be responsible for final action regarding:

- i. Certificates of Appropriateness for new construction, alterations, relocation and demolition as identified in Sec. 3.21, Certificate of Appropriateness for the Savannah Downtown Historic District; and
- ii. Variances (as identified in Sec. 3.24, Variances).

2.6.3 Composition and Term of Office

a. Composition

The Historic Board of Review shall be composed of nine (9) members, who are selected by the Mayor and Aldermen.

b. Term of Office

Each member shall serve a term of three (3) years, and terms shall be staggered. Members shall not serve more than two (2) consecutive terms.

2.6.4 Qualifications of Members

a. Residence

Members of the Historic Board of Review shall be residents of the city of Savannah. At least one (1) member shall be a permanent resident of the district.

b. Qualifications

Members shall have demonstrated a special interest in the preservation of historic resources. The Historic Board of Review shall include at least five (5) appointed representatives of professions which are directly related to historic preservation such as architecture, architectural history, urban planning, archaeology, law or building construction and restoration.

c. Disclosure

Applicants for appointment to the Historic Board of Review shall disclose whether or not they are currently elected or appointed to hold office in any public body or agency, including serving on an advisory board.

d. Ethics

Members of the Historic Board of Review shall be subject to all ethical principles as specified in the By-laws and Procedural Manual for the Historic Board of Review.

2.6.5 Attendance and Removal of Members

a. Attendance Requirements and Removal

Members of the Historic Board of Review shall meet the minimum attendance requirements specified in the By-laws and Procedural Manual for the Historic Board of Review.

b. Removal for Other Cause

The Mayor and Aldermen shall remove any member of the Historic Board of Review who:

- i. Is no longer a resident of the city of Savannah;
- ii. If the Mayor and Aldermen to have known that he or she had a conflict of interest, as described in the By-laws and Procedural Manual for the Historic Board of Review, in a matter and participated in discussion on that matter; or
- iii. Is convicted of a felony or an offense involving moral turpitude while in office serving as a member of the Historic Board of Review.

2.6.6 Meetings and Rules of Procedures

a. Meetings

i. Regular Meetings

Regular meetings shall be held each month and shall be set for a time, date and location certain.

ii. Special Meetings

(1) Calling of Special Meetings

Special meetings may be called by the Mayor of the City of Savannah, the Chair of the Historic Board of Review, a majority of the members of the Historic Board of Review or the Planning Director.

(2) Notice of Special Meetings

The Planning Director shall provide public notice a minimum of two (2) days in advance of any special meetings. The content of the notice shall comply with the requirements of Sec. 3.3.3 of this Ordinance.

b. Minutes and Public Records

The Historic Board of Review shall keep minutes of its proceedings, showing the absence of members and the vote of each member, including the Chair and Vice-Chair.

- c. Meeting and Hearings to be Public
All meetings and hearings of the Historic Board of Review shall be open to the public.
- d. Public Notice
Public notice of the Historic Board of Review meeting shall be provided as required for each development application type as provided in Sec. 3.3, Public Notice.
- e. Quorum
A meeting of the Historic Board of Review shall not be called to order, nor shall any business be transacted by the Historic Board of Review, without a quorum being present. A quorum shall consist of at least five (5) members.
- f. Consideration of Applications and Other Actions
A majority vote of a quorum or any greater number of members present at a meeting shall be necessary for the Historic Board of Review to take action or make a decision or other determination.
- g. Conflict of Interest
If there is a matter which comes before a member of the Historic Board of Review for which a conflict of interest exists, the member shall comply with the requirements of the By-laws and Procedural Manual for the Historic Board of Review.

Sec. 2.7 Planning Director

2.7.1 Defined

The Executive Director of the Metropolitan Planning Commission shall be the Planning Director.

2.7.2 Delegation of Authority

The Planning Director may designate any staff member to serve as his/her designee only for those functions identified in this Ordinance. The Planning Director shall remain responsible for any final action.

2.7.3 Powers and Duties

a. General Authority

- i. The Planning Director shall perform related duties as directed by each Governing Body.
- ii. The Planning Director shall have the powers and duties listed below, in addition to those provided elsewhere in this Ordinance, the County Code of Ordinances and the City of Savannah Code of Ordinances, as applicable.

b. Review Authority

With respect to this Ordinance and the Subdivision Ordinance, the Planning Director shall review and make recommendations regarding:

- i. Comprehensive plan amendments;
- ii. Zoning map amendments;
- iii. Planned developments;
- iv. Zoning text amendments;
- v. Major site development plans;
- vi. Traffic impact analyses;
- vii. Special use permits;
- viii. Local historic district designations, including amendments to height and contributing resource maps;
- ix. Local historic property designations;
- x. Certificates of Appropriateness for local historic districts and properties;
- xi. Certificates of Appropriateness for the Savannah Downtown Historic District;
- xii. Major subdivisions; and
- xiii. Other duties as specified by this Ordinance.

c. Final Authority

With respect to this Ordinance and the Subdivision Ordinance, the Planning Director shall be responsible for final action regarding:

- i. Prevention of demolition by neglect;
- ii. Minor site development plans;
- iii. Minor subdivisions; and
- iv. Other duties as specified by this Ordinance.

Sec. 2.8 Governing Body Building Official

2.8.1 Defined

The Governing Body Building Official identified in this Ordinance is:

- a. Chatham County
The Governing Body Building Official shall be the Director of Building Safety and Regulatory Services, or successor.
- b. City of Savannah
The Governing Body Building Official shall be the Director of Development Services, or successor.

2.8.2 Delegation of Authority

The Governing Body Building Official may designate any staff member to serve as his/her designee only for those functions identified in this Ordinance and the Subdivision Ordinance. The Governing Body Building Official shall remain responsible for any final action.

2.8.3 Powers and Duties

- a. General Authority
 - i. The Governing Body Building Official shall perform related duties as directed by the applicable Governing Body.
 - ii. The Governing Body Building Official shall have the powers and duties listed below, in addition to those provided elsewhere in the County Code of Ordinances and the City of Savannah Code of Ordinances, as applicable.
- b. Final Authority
With respect to this Ordinance and the Subdivision Ordinance, the Governing Body Building Official shall be responsible for final action regarding:
 - i. Simple site development plans;
 - ii. Temporary use permits;
 - iii. Home occupation permits;
 - iv. Sign permits;
 - v. Written interpretations;
 - vi. Administrative adjustments;
 - vii. Wetlands Assessments; and
 - viii. Other duties as specified by this Ordinance.

Sec. 2.9 Governing Body Engineer

2.9.1 Defined

The Governing Body Engineer identified in this Ordinance is:

- a. Chatham County
The Governing Body Engineer shall be the Chatham County Engineer, or successor.
- b. City of Savannah
The Governing Body Engineer shall be the City of Savannah Engineer, or successor.

2.9.2 Delegation of Authority

The Governing Body Engineer may designate any staff member to serve as his/her designee only for those functions identified in this Ordinance and the Subdivision Ordinance. The Governing Body Engineer shall remain responsible for any final action.

2.9.3 Powers and Duties

- a. General Authority
 - i. The Governing Body Engineer shall perform related duties as directed by each Governing Body.
 - ii. The Governing Body Engineer shall have the powers and duties listed below, in addition to those provided elsewhere in the County Code of Ordinances and the City of Savannah Code of Ordinances, as applicable.
- b. Final Authority
With respect to this Ordinance and the Subdivision Ordinance, the Governing Body Engineer shall be responsible for final action regarding:
 - i. Wetlands Assessments; and
 - ii. Other duties as specified by this Ordinance.

Sec. 2.10 Governing Body Site Development Review Team

2.10.1 Defined

The Governing Body Site Development Review Team is comprised of staff from the Metropolitan Planning Commission, County and City departments and agencies, as applicable, and is established to provide technical assistance in the review of certain provisions of this Ordinance as set forth below.

2.10.2 Composition

The county and city shall have its own Governing Body Site Development Review Team. As described below, representatives from specified agencies and county or city departments shall be included.

a. Chatham County

In the county, the Site Development Review Team shall consist of staff from the following agencies and departments:

- i. Metropolitan Planning Commission;
- ii. County Department of Engineering;
- iii. County Building Safety and Regulatory Services; and
- iv. Other departments as deemed necessary by the County Manager.

b. City of Savannah

In the city the Site Development Review Team shall consist of staff from the following agencies and departments:

- i. Metropolitan Planning Commission;
- ii. City Development Services Department;
- iii. Water and Sewer Bureau;
- iv. Stormwater Management Department;
- v. Traffic Engineering Department;
- vi. Streets Maintenance Department;
- vii. Park and Tree Department;
- viii. Sanitation Bureau;
- ix. City Fire Department; and
- x. Other departments as deemed necessary by the City Manager.

2.10.3 Review Authority

With respect to this Ordinance and the Subdivision Ordinance, the Governing Body Site Development Review Team shall review and make recommendations regarding the following:

- i. Rezoning (map amendments);
- ii. Planned developments;
- iii. Minor and major site development plans (as identified in Sec. 3.10, Site Development Plan);
- iv. Special use permits (as identified in Sec. 3.12, Special Use Permit);
- v. Any variances to be reviewed by the Planning Commission or Zoning Board of Appeals;

- vi. Any variances to be reviewed by the Historic Preservation Commission or the Downtown Savannah Historic Board of Review that relate to a site standard identified within a historic overlay district or a base district development standard;
- vii. Minor and major subdivision plats.