

## Staff Report

## Sketch Plan

**Subject:** Sketch Plan (Fourth District)  
**Author:** Samantha Easton, Planner II  
**Department:** Development Services  
**Meeting Date:** April 2, 2024  
**Item Description:** **Craig Johnson** request approval of a **sketch plan** for “**Stillwell Pines**” Located on Stillwell Road, zoned **AR-1**. [Map# 427 Parcel# 14B]

### Summary Recommendation

Staff has reviewed the application, and recommends **Alternative 2** of a **sketch plan** for “Stillwell Pines”

### Executive Summary/Background

- The request for approval of a sketch plan is a requirement of Section 5.1 – Sketch Plan.  
*The purpose of a sketch plan is to provide both the applicant and the county an opportunity to review the proposed development before significant financial resources have been invested. Therefore, the sketch plan does not require the certification of an engineer, surveyor, or other professional. Existing features, including water bodies, wetlands, and flood zone limits, are required to be surveyed for the sketch plan.*
- Access is from Stillwell Road.
- The applicant is showing a “15’ Adjacent Property Buffer” on 3 sides, it should be labeled as “15’ Vegetated Buffer”. Front buffer should also be labeled as 15’ Vegetated Buffer.
- The ordinance requires the parking lot to be paved. (3.30.5.2 *Surfacing for all retail sales and services, business services, and professional services. Off-street parking areas for all retail sales and services, business services, and professional services serving the general public and having access to and abutting a paved street shall be provided with a hard surface, all-weather pavement of asphalt or cement and shall be so graded and drained to provide for the adequate runoff and disposal of surface water.*)
- Permanent Structures, such as paved driveways are prohibited in the zoning setbacks.
- Wetlands are not shown on this Sketch Plan, there should be a 50’ wetland buffer.
- Sketch Plan should be scaled 1” = 100ft, and all property should be shown.
- If impervious surface exceeds 5,000sqft, a Land Disturbing Activity Permit with GSWCC approval is required.
- **On March 12, 2024, Planning Board voted to approve the Sketch Plan for “Stillwell Pines”**

### Alternatives

1. **Approve the sketch plan** for “Stillwell Pines”
2. **Deny the Sketch Plan** for “Stillwell Pines”

### Recommended Alternative: 2

**Department Review:** Development Services

**Attachments:** 1. Sketch Plan Application

### Other Alternatives: 1

**FUNDING:** N/A

2. Sketch Plan 3. Aerial Photograph

## SKPN-24-3

Sketch Plan Submittal

Status: Active

Submitted On: 2/7/2024

### Primary Location

1625 Stillwell Road  
Springfield, GA 31329

### Owner

JOHNSON ANTHONY CRAIG  
P O BOX 118 SPRINGFIELD,  
GA 31329

### Applicant

 McCaulea Kirkland  
 912-644-3249  
mccaulea\_kirkland@emc-  
 @eng.com  
 5857 Hwy 21 South  
Rincon, GA 31326

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## Internal Documents

### Staff Report



No File Uploaded

### Staff Review Letter



No File Uploaded

### Board of Commissioners Meeting\*

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### Map\*

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### Parcel\*

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### Description of Development\*

### Road Name\*

### Sketch Plan Modifications

### Recommended Changes for Preliminary Plan

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## Applicant Information

Applicant / Agent Name\*

Craig Johnson

Applicant Phone Number\*

912-665-2631

Applicant Email Address\*

acjohnson1989.cj@gmail.com

Applicant Address\*

PO Box 118

Applicant City\*

Springfield

Applicant State\*

GA

Applicant Zip Code\*

31329

Is Applicant owner of property?\*

Yes

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## Project Information

Proposed Name of Project\*

Stillwell Pines

Map Number\*

04270014B00

Parcel Number\*

04270014B00

Total Acreage of Property\*

15.07

Number of Lots Proposed\*

1

Current Property Zoning\*

AR-1

Proposed Water\*

existing private well

Proposed Sewer\*

existing private septic tank and  
drainfield

Are any variances requested?\*

no

If so, please described\*

n/a

The undersigned (applicant)(owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.

**Applicant\***

Craig Johnson  
Feb 6, 2024

**Owner\***

Craig Johnson  
Feb 6, 2024

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## Engineer Information

**Engineer \***

Alec B. Metzger

**Engineer Phone Number\***

912-644-3223

**Engineer Address\***

27 Chatham Center South Drive, Suite A

**Engineer City\***

Savannah

**Engineer State\***

GA

**Engineer Zip Code\***

31405

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## Surveyor Information

**Surveyor\***

Jimmy R. Tool

**Surveyor Phone Number\***

912-886-1687

**Surveyor Address\***

27 Chatham Center South Drive, Suite A

**Surveyor City\***

Savannah

Surveyor State\*

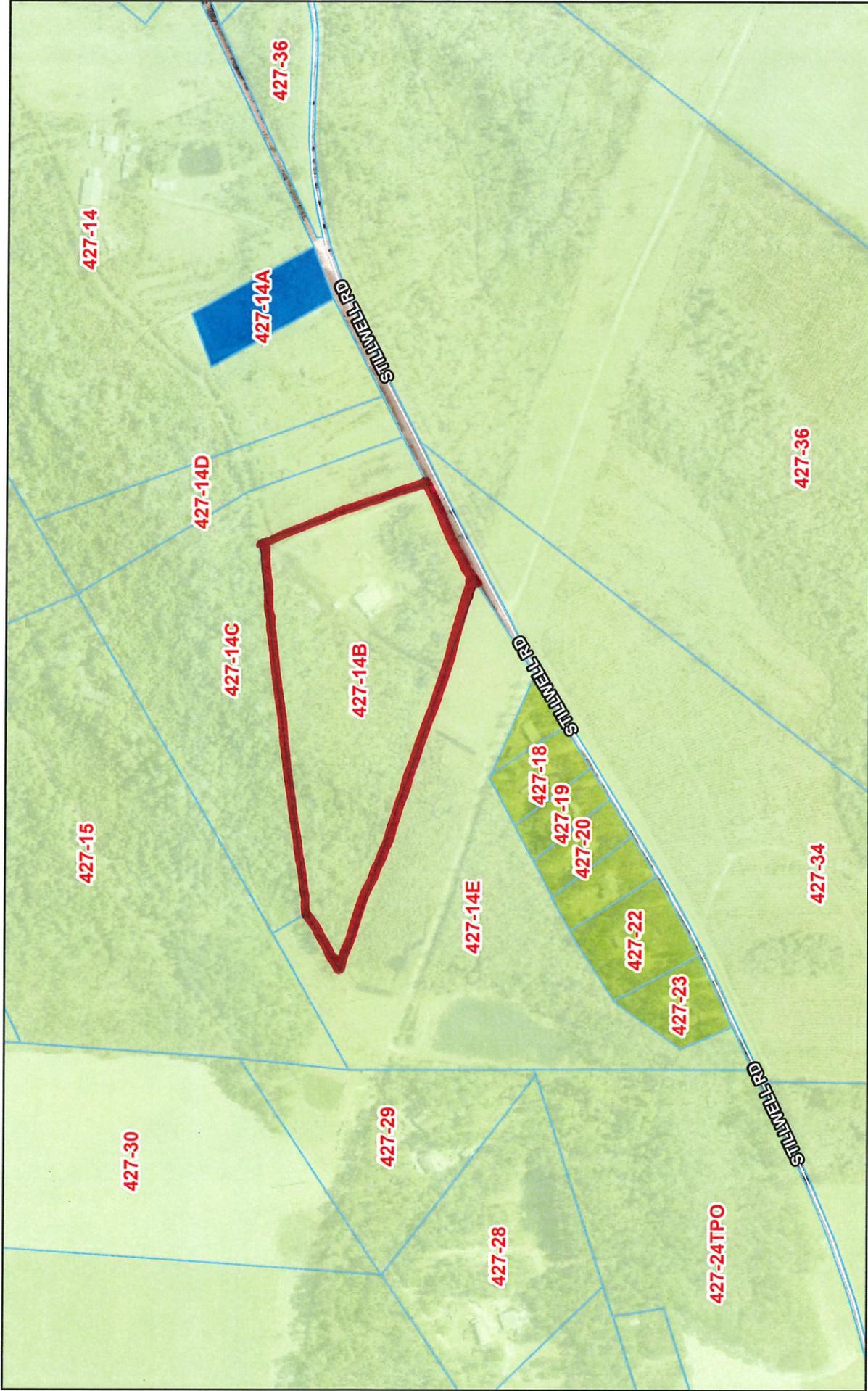
GA

Surveyor Zip Code\*

31405



# 427-14B



2/7/2024

**Roads**  
Tax Parcels  
Tax Parcel Labels

**Effingham County Zoning**  
AR-1  
AR-2

**B-2 Efn\_fin\_cache**  
Red: Band\_1  
Green: Band\_2  
Blue: Band\_3

0 0.04 0.09 0.15 0.18 mi  
0 0.07 0.15 0.3 km

1:6,545

Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA, Effingham County BOC

**EFFINGHAM COUNTY**  
**SKETCH PLAN SUMITTAL FORM**

**OFFICIAL USE ONLY**  
Date Received: \_\_\_\_\_ Project Number: \_\_\_\_\_ Classification: \_\_\_\_\_  
Date Reviewed: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

Proposed Name of Subdivision Stillwell Pines

Name of Applicant/Agent Craig Johnson Phone 912-665-2631

Company Name \_\_\_\_\_

Address PO Box 116 Springfield, GA 31329

Owner of Record Craig Johnson Phone 912-665-2631

Address PO Box 116 Springfield, GA 31329

Engineer Alec B. Metzger Phone 912-644-3223

Address 27 Chatham Center South Drive, Suite A Savannah, GA 31405

Surveyor Jimmy R. Toole Phone 912-886-1687

Address 27 Chatham Center South Drive, Suite A Savannah, GA 31405

Proposed water existing private well Proposed sewer existing septic tank and drainfield

Total acreage of property 15.07 Acreage to be divided N/A Number of Lots Proposed N/A

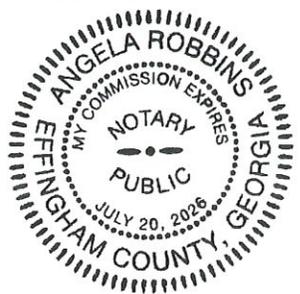
Current Zoning AR-1 Proposed Zoning AR-1 Tax map – Block – Parcel No 04270014B00

Are any variances requested? N/A If so, please describe: \_\_\_\_\_

The undersigned (applicant) (owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.

This 6th day of February, 2024  
Angela Robbins  
Notary

A. Craig Johnson  
Applicant  
A. Craig Johnson  
Owner



# EFFINGHAM COUNTY SKETCH PLAN CHECKLIST

**OFFICIAL USE ONLY**

Subdivision Name: \_\_\_\_\_ Project Number: \_\_\_\_\_

Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

The following checklist is designed to inform applicants of the requirements for preparing sketch plans for review by Effingham County. Applicants should check off items to confirm that it is included as part of the submission. **CHECKLIST ITEMS OMITTED CAN RESULT IN THE APPLICATION BEING FOUND INCOMPLETE AND THEREFORE DELAY CONSIDERATION BY THE BOARD.** This checklist must be submitted with the application.

Office Use	Applicant Use	
<b>(a) Project Information:</b>		
✓		1. Proposed name of development.
✓		2. Names, addresses and telephone numbers of owner and applicant.
✓		3. Name, address and telephone number of person or firm who prepared the plans.
✓		4. Graphic scale (approximately 1"=100') and north arrow.
✓		5. Location map (approximately 1" = 1000').
✓		6. Date of preparation and revision dates.
N/A		7. Acreage to be subdivided.
<b>(b) Existing Conditions:</b>		
✓		1. Location of all property lines.
✓		2. Existing easements, covenants, reservations, and right-of-ways.
✓		3. Buildings and structures.
✓		4. Sidewalks, streets, alleys, driveways, parking areas, etc.
✓		5. Existing utilities including water, sewer, electric, wells and septic tanks.
✓		6. Natural or man-made watercourses and bodies of water and wetlands.
✓		7. Limits of floodplain.
✓		8. Existing topography.
✓		9. Current zoning district classification and land use.
N/A		10. Level Three Soil Survey (if septic systems are to be used for wastewater treatment).
<b>(c) Proposed Features:</b>		
N/A		1. Layout of all proposed lots.
✓		2. Proposed new sidewalks, streets, alleys, driveways, parking areas, etc (to include proposed street/road names).
✓		3. Proposed zoning and land use.
✓		4. Existing buildings and structures to remain or be removed.
✓		5. Existing sidewalks, streets, driveways, parking areas, etc., to remain or be removed.
N/A		6. Proposed retention/detention facilities and storm-water master plan.

N/A	7. Wastewater infrastructure master plan (to include reuse infrastructure if proposed).
N/A	8. Water distribution infrastructure master plan.

The undersigned (applicant) (owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.

This 6th day of February, 2024

Angela Robbins  
Notary

A. Craig Johnson  
Applicant

A. C. Johnson  
Owner

