

## Staff Report

**Subject:** Site Plan (First District)  
**Author:** Kimberly Barlett, Senior Planner  
**Department:** Development Services  
**Meeting Date:** October 21, 2025  
**Item Description:** **Alexine Diouf** requests approval of a **Site Plan** for “Meldrim Flex- Phase 1” Located on US Hwy 80, zoned **B-3. [Map# 329 Parcel# 41E01]**

### Summary Recommendation

Staff has reviewed the application and recommends **approval** of a **Site Plan** for “Meldrim Flex- Phase 1”

### Executive Summary/Background

- The request to approve a site plan is a requirement of Section 14-56 – Site Plan.  
*In addition to the requirements of the building codes adopted in the Official Code of Effingham County, Georgia, an applicant shall submit a Site Plan of the proposed development for non-residential properties located in B-1, B-2, B-3, PD-Manufacturing, PD-Commercial, Light-Industrial, and Heavy-Industrial zonings.*
- The proposed site plan pertains to the development of contractors' offices.
- There are two buildings: Bldg 1- 33,750 sqft. Bldg 2- 36,000 sqft, with a proposed max building height of about 25 feet.
- The total parking spaces proposed are 63 spaces (4 ADA).
- The parcel is zoned B-3 and consists of 15 acres, with five lots. Three of the five lots are proposed for phase 1 development.
- A variance to eliminate the required buffers between commercial & AR zoning districts was approved on November 7, 2023 by the Board of Commissioners.
- Utility services will be provided as follows: an on-site private well and private septic system. The septic system will be permitted through the Environmental Health Department.
- The jurisdictional wetlands are shown and the site lies within FEMA Flood Zone X.
- Site access is proposed from US Hwy 80 and will require an encroachment permit from the Georgia Department of Transportation (GDOT).

### Alternatives

1. **Approve** the **Site Plan** for “Meldrim Flex- Phase 1”
2. **Deny** the **Site Plan** for “Meldrim Flex- Phase 1”

**Recommended Alternative: 1**

**Other Alternatives: 2**

**Department Review:** Development Services

**FUNDING:** N/A

**Attachments:** 1. Site Plan Application 2. Site Plan 3. Wetlands Permit  
4. Floodplain Letter