



CITY OF BROOKLET  
104 CHURCH ST. BROOKLET, GA 30415 PHONE (912) 842-2137 FAX (912)842-5877

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**May 15, 2025**

**Work Session  
6:30 PM – 7:00 PM  
&  
City Council Meeting  
7:00 PM**

**Minutes**

**In attendance:** L.W. (Nicky) Gwinnett, Mayor; Rebecca Kelly, Councilwoman; Sheila Wentz, Councilwoman; Carter Crawford, City Manager; Lori Phillips, City Clerk; Melissa Pevey, Assistant City Clerk; and Wes Rahn, standing in for Ben Perkins, City Attorney.

**Absent:** Hubert K. Roughton, Mayor Pro-Tem, and James Harrison, Councilman.

- 1. Call to order and welcome** - Mayor Gwinnett
  - Invocation
  - Pledge of Allegiance
- 2. Consideration of a Motion to Approve the Agenda**

**MOTION TO APPROVE**  
**MOTION:** Brad Anderson  
**SECOND:** Rebecca Kelly  
**AYES:** Brad Anderson, Sheila Wentz, and Rebecca Kelly.  
**NAYES:** None  
**The motion carried 3-0.**
- 3. Work Session Discussion Item:**
  - a. WATERFORD INVESTMENTS HOLDINGS INC

Haydon Rollins, Hussey Gay Bell, would like to draft a master plan requiring changes to the R-3 Subdivision ordinance. They are planning on combining these two tracks. He has drafted what he thinks could incentivize him and future developers to do certain things to get lot size reductions. Due to this property having a larger wetland area than planned, they will not be able to build as many homes as originally planned. **(Parcel# 136 000022 000 & 136 000024 001)**

The Work Session was primarily dedicated to a detailed discussion regarding a proposal from WATERFORD INVESTMENTS HOLDINGS INC. Haydon Rollins of Hussey Gay Bell, representing the developer, presented to the council a plan that would necessitate revisions to the existing R-3 Subdivision ordinance. Rollins explained that the developer intended to combine two adjacent tracts of land, specifically Parcel # 136 000022 000 and 136 000024 001, into a unified subdivision. This consolidation was aimed at achieving greater infrastructure efficiency. However, subsequent planning efforts revealed the presence of more extensive wetland areas on the combined property than initially anticipated. This discovery challenged the developer's initial plans to construct 728 residential lots. Rollins emphasized the importance of reaching the 728-lot target, not only for the developer's financial viability but also for the City of Brooklet's revenue stream through sewer infrastructure payback and future tax revenue. He warned that adhering to the current ordinance would result in approximately 100 fewer lots, translating to a potential loss of nearly \$1 million in tap fees for the city. He reduced future tax revenue from the residences. To navigate these challenges, Rollins introduced the concept of "bonus incentive" options designed to encourage developers to incorporate certain amenities or meet specific public policy objectives in exchange for allowances to reduce lot sizes. He clarified that the specific incentives could be tailored to align with Brooklet's particular preferences and goals. The layout presented to the council illustrated the proposed development on approximately 392 acres, with a significant portion, roughly 106 acres, designated as wetlands. Rollins indicated that only about half of the total acreage would be dedicated to residential lots and roads, with the remaining land reserved for open space, stormwater detention, or tree preservation areas. Rollins provided examples of potential bonus incentives, including the provision of electric vehicle charging stations, open space, pedestrian sidewalk systems, recreational facilities (such as jogging trails, clubhouses, or swimming pools), public use sites for essential facilities, and public pedestrian plazas. He specified that the maximum lot size reduction allowed through these incentives would be capped at 30% for both lot width and square footage. A key point of discussion arose regarding the timing of amenity development. Rollins explained that while a "master amenity" featuring a large swimming pool, playgrounds, and a clubhouse was planned for the development, it would likely be constructed between phases two and four. He cited the substantial cost of such an amenity, estimated between \$1 million and \$2 million, and the need to achieve enough lots sold to finance it. Council members raised concerns about ensuring the completion of promised amenities, prompting Rollins to acknowledge the inherent risks in residential development while emphasizing the developer's significant investment and commitment to the project's success. Additional discussion covered the range of house sizes planned for the development, likely from approximately 1,700 to 3,500 square feet. The issue of minimum lot sizes was also addressed, with Rollins indicating that the developer was aiming for a minimum lot width of 60 feet. He provided context by comparing Brooklet's regulations to those of



Bulloch County and Statesboro, noting the trend towards smaller lot sizes in newer developments, particularly those with access to water and sewer services.

**4. Motion to close the work session and open the City Council Meeting.**

**MOTION TO APPROVE**

**MOTION:** Brad Anderson

**SECOND:** Rebecca Kelly

**AYES:** Brad Anderson, Sheila Wentz, and Rebecca Kelly.

**NAYES:** None

**The motion carried 3-0.**

**5. Recognition of Guest(s) who have Signed Up to Speak**

- a. **Mr. Gilbert Howard, a Brooklet resident**, spoke first. He voiced his concerns about how Brooklet would accommodate the vehicles arriving with over 700 houses being built. He also raised the concern of who would monitor the proposed amenities, such as a park and a playground.

**6. Recognition of Guest(s) Requested to be on the agenda:**

- a. **Aaron Carpenter, the Planning & Assistant Executive Director with the Coastal Regional Commission**, presented a proposal for rewriting the city's zoning ordinances. Carpenter emphasized the necessity of this update due to several factors, including the outdated framework of the current ordinances, inadequate zoning districts, misalignment with the city's comprehensive plan, growth pressures, and the need for a more proactive and defensible regulatory framework. He outlined the anticipated outcomes of the zoning rewrite, such as modernized regulations, improved alignment of zoning districts and land development rules with the city's vision and comprehensive plan goals, enhanced development quality, clear design and performance standards, and more efficient review processes for staff and applicants. Carpenter also detailed the project team and process, timeline, estimated budget and effort, and the request for council action, which included approving the proposal, developing an agreement, and establishing a detailed scope and cost estimate to position Brooklet for smart, high-quality growth.
- b. **Keely Fennell—Nesmith Construction Company** spoke and would like the council to consider updating the City of Brooklet Water Policies and Billing Procedures.

**7. Consideration of a Motion to Approve the Minutes for the following Meetings:**

- a. February 20, 2025 City Council Meeting
- b. April 17, 2025 City Council Meeting

**MOTION TO APPROVE**

**MOTION:** Brad Anderson

**SECOND:** Sheila Wentz

**AYES:** Brad Anderson, Sheila Wentz, and Rebecca Kelly.

**NAYES:** None

**The motion carried 3-0**

**8. Consideration of a Motion to approve the April Financial Reports as presented.**

**MOTION TO APPROVE**

**MOTION:** Rebecca Kelly

**SECOND:** Brad Anderson

**AYES:** Brad Anderson, Sheila Wentz, and Rebecca Kelly.

**NAYES:** None

**The motion carried 3-0**

**9. Report from the City Manager**

- a. Carter Crawford

**10. Reports from Committee Members**

- a. Mayor Pro-Tem Hubert K. Roughton (absent)
- b. Councilman Bradley Anderson
- c. Councilwoman Rebecca Kelly
- d. Councilman James Harrison (absent)
- e. Councilwoman Sheila Wentz

**11. Report from City Clerk**

- a. Lori Phillips

**12. Report from Planning & Zoning Administrator**

- a. Melissa Pevey

**13. Report from Chief of Police**

- a. Michelle Reolegio

**14. Report from the City Engineer**

- a. Wesley Parker, Parker Engineering, LLC.

Reports were then heard from various city officials and representatives, including the City Manager (Carter Crawford), Committee Members, City Clerk (Lori Phillips), Planning & Zoning Administrator (Melissa Pevey), Chief of Police (Michelle Reolegio), and City Engineer (Wesley Parker of Parker Engineering, LLC).

**15. Discussion Item(s):**

**15.1. Discussion and consideration of a motion to approve the proposal from the Coastal Regional Commission for rewriting the zoning ordinances, subject to review & approval by the City Attorney.**

**MOTION TO APPROVE**

**MOTION:** Brad Anderson

**SECOND:** Sheila Wentz

**AYES:** Brad Anderson, Sheila Wentz, and Rebecca Kelly.

**NAYES:** None

**The motion carried 3-0**

- 15.2. **Motion to approve the FY June 30, 2024, Audit submitted by Reddick, Riggs, Hunter, and Colson, P.C., Certified Public Accountants.**

**MOTION TO APPROVE**

**MOTION:** Brad Anderson

**SECOND:** Sheila Wentz

**AYES:** Brad Anderson, Sheila Wentz, and Rebecca Kelly.

**NAYES:** None

**The motion carried 3-0**

- 15.3. **Discussion and consideration of a motion to approve a resolution of the City of Brooklet, Georgia, amending the fiscal year ending June 30, 2025, budget.**

**MOTION TO APPROVE**

**MOTION:** Brad Anderson

**SECOND:** Rebecca Kelly

**AYES:** Brad Anderson, Sheila Wentz, and Rebecca Kelly.

**NAYES:** None

**The motion carried 3-0.**

- 15.4. **First Reading of Ordinance No. 2025-0515: AN ORDINANCE BY THE MAYOR AND CITY COUNCIL FOR THE CITY OF BROOKLET TO AMEND CHAPTER 26 OF THE CODE OF ORDINANCES TO PROVIDE PENALTIES FOR DELINQUENT PAYMENT OF AD VALOREM TAXES; TO PROVIDE FOR NOTICE; TO PROVIDE FOR SEVERABILITY; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith; AND FOR OTHER PURPOSES.**

*The second reading and approval will be June 19, 2025.*

- 15.5. **Discuss and consider a motion to approve a Public Hearing date for reviewing the FY2026 recommended budget.**

The council agreed on June 9, 2025, at 6:00 PM to facilitate public review of the recommended budget for the upcoming fiscal year 2026.

*No motion was necessary.*

16. **Consideration of a Motion to Adjourn**

**MOTION TO APPROVE**

**MOTION:** Brad Anderson


**SECOND:** Rebecca Kelly


**AYES:** Brad Anderson, Sheila Wentz, and Rebecca Kelly.

**NAYES:** None

**The motion carried 3-0.**

Approved this 19<sup>th</sup> day of June, 2025.

  
L.W. (Nicky) Gwinnett, Jr., Mayor

  
Lori Phillips, City Clerk

