



COASTAL RESOURCES DIVISION  
ONE CONSERVATION WAY • BRUNSWICK, GA 31520 • 912.264.7218  
COASTALGADNR.ORG

MARK WILLIAMS  
COMMISSIONER

DOUG HAYMANS  
DIRECTOR

November 12, 2021

Michelle Owens  
City of Tybee Island  
Box 2749  
403 Butler Avenue  
Tybee Island, Georgia 31328

**Re: Letter of Permission (LOP), Holiday Decorations, Activities within the State's Shore Protection Act Jurisdiction, South Beach Parking Lot, Atlantic Ocean, City of Tybee Island, Chatham County, Georgia.**

Dear Ms. Owens:

This letter is in response to your request to install holiday decorations seaward of the roundabout associated with the south end parking lot on Tybee Island, Georgia. The temporary project within the State's Shore Protection Act (SPA) Jurisdiction will begin no sooner 15 days from the date of this letter and be completed January 14, 2022.

The request includes the use of heavy equipment associated with the temporary installation of holiday decorations immediately landward of the 16<sup>th</sup> Street dune crossover. An approximately twenty-foot-tall artificial Christmas tree will be erected south of the 16<sup>th</sup> Street crossover. The structure's frame will be anchored in place using appropriate tie downs. To the north of the 16<sup>th</sup> Street crossover, no more than eight (8) light sculptures will be installed landward of the existing sand fence. Six (6) existing sable palmettos will also be wrapped in holiday lights. Electricity will be supplied to the trees and light sculptures from a nearby source. Using hand tools only, the power cable for the Christmas tree will be trenched at a depth of approximately six inches. All other electric cords will be identified and secured appropriately. The Christmas tree, light sculptures, and holiday lights will be removed no later than January 14, 2022. Hand tools will be used to restore the location to pre-activity topographic conditions as determined by the Department.

The Department authorizes the temporary installation of the proposed amenities as depicted in the attached location map provided best management practices are used to prevent any additional impacts at the site and to protect jurisdictional shore areas. This Letter of Permission is not meant to exempt the above referenced activity from future environmental laws. **No equipment, materials or debris may be placed, disposed of, or stored in jurisdictional areas.** and vegetative states.

This LOP is valid for the above referenced project. Any change in the use, location, dimensions, or configuration of the approved project, without prior notification and approval from this office could result in the revocation of this permission and in the required removal of the materials and related structures. This project must comply with all other Federal, State, and local statutes, ordinances and regulations.

If you have any further questions or concerns regarding this or any other project, please feel free to contact Deb Barreiro at 912.266.3695.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jill Andrews".

Jill Andrews  
Chief, Coastal Management Section






Enclosures: Project Description, Site Plan

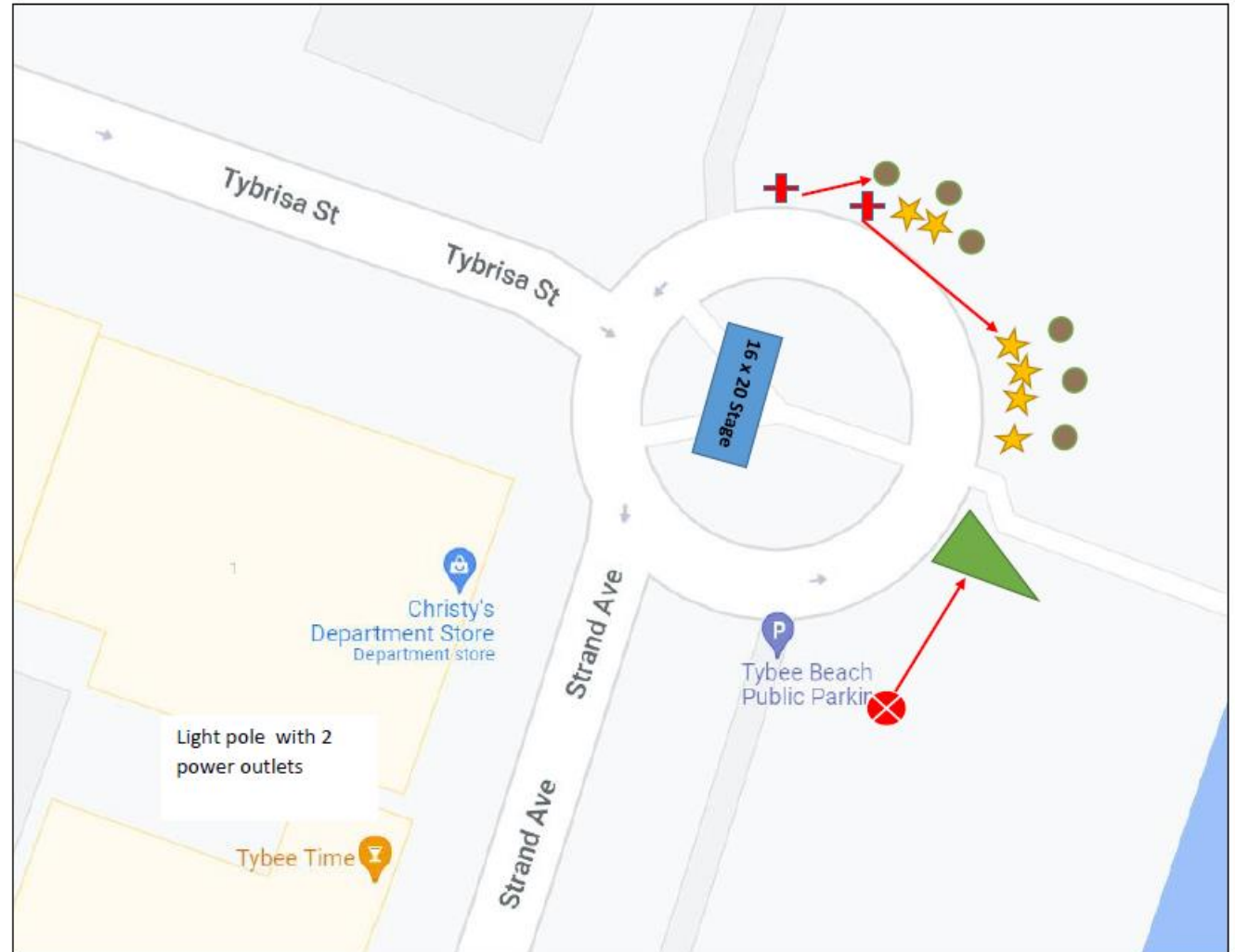
cc: Shawn Gillen  
City of Tybee Island  
P.O. Box 2749  
Tybee Island, GA 31328

LOP20210162

## Tybee Christmas Tree Lighting Plan

November 27, 2021

-  18' lighted Christmas Tree
-  4' foot lighted sculptures
-  Lighted Palm Trees
-  Power box with 6 outlets
-  Light pole with 2 power outlets





2019 Holiday Decorations (for reference)

**From:** [Michelle Owens](#)  
**To:** [Barreiro, Deb](#)  
**Subject:** RE: Tybee Island Christmas Tree and Tree Lighting  
**Date:** Wednesday, November 10, 2021 3:58:13 PM

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**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Deb,

The electrical cords from the Christmas tree will be trenched. The others will not.

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**From:** Barreiro, Deb <Deb.Barreiro@dnr.ga.gov>  
**Sent:** Tuesday, November 9, 2021 3:28 PM  
**To:** Michelle Owens <michelle.owens@cityoftybee.org>  
**Subject:** RE: Tybee Island Christmas Tree and Tree Lighting

I cannot draft an LOP for this request until you can tell me about the impacts. Specifically, I am thinking the electric supply cords will be trenched to each sculpture, the palms and the tree?  
or is that not the case?

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**From:** Barreiro, Deb  
**Sent:** Monday, November 8, 2021 4:25 PM  
**To:** Michelle Owens <[michelle.owens@cityoftybee.org](mailto:michelle.owens@cityoftybee.org)>  
**Subject:** RE: Tybee Island Christmas Tree and Tree Lighting

Thanks for the information on the equipment.  
How does the electric get to each fixture?

How many fixtures are at each location in SPA jurisdiction?

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**From:** Michelle Owens <[michelle.owens@cityoftybee.org](mailto:michelle.owens@cityoftybee.org)>  
**Sent:** Monday, November 8, 2021 1:59 PM  
**To:** Barreiro, Deb <[Deb.Barreiro@dnr.ga.gov](mailto:Deb.Barreiro@dnr.ga.gov)>  
**Subject:** RE: Tybee Island Christmas Tree and Tree Lighting

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Hi Deb,

DPW will be installing and uninstalling the Christmas tree and light sculptures. They typically use a small bucket truck to assemble the highest tiers of the Christmas tree, and a small flatbed truck to bring over all the tree parts and light sculptures (see attached pictures). The trucks are usually parked in the roundabout. The lights for the tree and the light sculptures are powered by that electrical source closest to the Tybrisa Street crossover.

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**From:** Barreiro, Deb <[Deb.Barreiro@dnr.ga.gov](mailto:Deb.Barreiro@dnr.ga.gov)>  
**Sent:** Monday, November 8, 2021 10:43 AM  
**To:** Michelle Owens <[michelle.owens@cityoftybee.org](mailto:michelle.owens@cityoftybee.org)>  
**Subject:** RE: Tybee Island Christmas Tree and Tree Lighting

Yes!  
It is a helpful.  
Nice job.

For reference purposes,  
The live tree on the south end that was used in the past for holiday decorations was part of the landscape plan associated with SPA 460.  
The tree no longer exists.

I have attached a map of the approximate SPA Jurisdictional Area and the Dynamic Dune Field in that vicinity as well as anchor park on US 80.  
The temporary installation of structures and the activities associated with the installation seaward of the RED HIGHLIGHTED AREAS require authorization.  
Remember SPA LOP's include a 15 day public notification period before work can commence.  
I assume this is a very compressed timeline.  
Please provide any additional details about the installation, use of equipment and the supply of electricity to the structures as soon as possible.  
Feel free to call with any questions.  
deb

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**From:** Michelle Owens <[michelle.owens@cityoftybee.org](mailto:michelle.owens@cityoftybee.org)>  
**Sent:** Friday, November 5, 2021 4:11 PM  
**To:** Barreiro, Deb <[Deb.Barreiro@dnr.ga.gov](mailto:Deb.Barreiro@dnr.ga.gov)>  
**Subject:** RE: Tybee Island Christmas Tree and Tree Lighting

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Hey Deb,  
Will page 3 of my decorating plan (see attached) for this year work instead of a map?

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**From:** Barreiro, Deb <[Deb.Barreiro@dnr.ga.gov](mailto:Deb.Barreiro@dnr.ga.gov)>  
**Sent:** Friday, November 5, 2021 3:51 PM  
**To:** Michelle Owens <[michelle.owens@cityoftybee.org](mailto:michelle.owens@cityoftybee.org)>  
**Subject:** RE: Tybee Island Christmas Tree and Tree Lighting

Thanks Michelle  
Can you please provide a map that illustrates the location of the sculptures and the tree?

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**From:** Michelle Owens <[michelle.owens@cityoftybee.org](mailto:michelle.owens@cityoftybee.org)>

**Sent:** Friday, November 5, 2021 3:38 PM

**To:** Barreiro, Deb <[Deb.Barreiro@dnr.ga.gov](mailto:Deb.Barreiro@dnr.ga.gov)>

**Subject:** Tybee Island Christmas Tree and Tree Lighting

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Hey Deb,

The last time we held Christmas events at the roundabout in 2019, the City was allowed to do the Christmas tree decorations and tree lighting festivities under the city's SPA Permit 460. Does that still apply or do I need to request a letter of permission?

This year, we will be doing the Tree lighting and the Parade on different nights. The parade is on Dec. 3, 6 p.m.. It will pass down Tybrisa and disband via Strand and 17<sup>th</sup> Street. The three winners of the best decorated float contest will remain behind and park in the 16<sup>th</sup> street lot for about 30 minutes afterwards to give people a chance to see the floats up close.

The tree lighting is a week before the parade, on November 27<sup>th</sup>, 6-8 pm, at the roundabout. Here's what that event will look like.

Equipment:

- 16 x 20 foot stage for kid's ballet performance and church choir caroling
- Snow bubble machine; Snowfall laser light machine

Christmas Decorations:

- STRAND AVE.
  - An 18-foot artificial pre-lit Christmas Tree will be installed approx. a week before Thanksgiving. No live trees this year
  - We will be lighting the parking lot side of Strand Avenue only due to limitations of a power source.
  - 4' lighted sculptures near the crossover and 16<sup>th</sup> St parking lot
- TYBRISA ST.
  - We have decorated 26 palm trees with white string lights, alternating trees on both sides of the street
  - Tables set up along Tybrisa to dispense popcorn, cookies, candy, hot chocolate & cider.

All the best,  
Michelle Owens

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owens business cards

