



City Council Worksession  
Meeting Minutes – Planning Conference Room – 1<sup>st</sup> Floor

March 21, 2023

**I. CALL TO ORDER**

**5:01 PM**

Stephen D. Murray, III

Members of Council in attendance - Neil Lipsitz, Mike McFee, Mitch Mitchell, Josh Scallate and Mayor Murray.

**II. DISCUSSION**

**A. Proposed Development Code Updates.**

Curt Freese, Community and Economic Development Director, started off by saying that the Form Based Code is a method of regulating development to achieve a specific urban form. He reported that the Beaufort Code won a Smart Growth America's Driehaus Award. The Master Plan also won the American Planning Association's 2016 Charter Award for Planning.

Mayor Murray encouraged citizens to go watch Victor Dover's presentation from April of last year that is on the City's Facebook page.

Mr. Freese then spoke about the Transects. These are the different types of zoning. These range from T1 - Natural, to T6 - Urban Core. We mainly utilize T1 through T5. He stated that the Form Based Code uses the existing physical form of the neighborhood as a template for future development. He then went over the updating process that will consist of an additional worksession each month on the 3rd Tuesday. Starting with Chapters 9 and 10, in April/May, and ending in September/October, with Chapters 4 and 5. These timelines are subject to be adjusted.

There will be ample opportunity for public comment throughout the process.

The following citizens addressed Council:

Linda Berg, 2005 Cuthbert Street  
Paul Trask, Bladen Street  
Lise Sundrla, Historic Beaufort Foundation  
Dianne Farrelly, 2415 Oak Haven Street  
Alan Dechovitz, 401 Battery Chase  
Kathleen Laureti, 1705 Lafayette Street  
Graham Trask  
Ben Sellers, 2415 Oak Haven Street  
Phil Cromer  
Ian Scott, Beaufort Regional Chamber of Commerce  
Terri Maude

A copy of the presentation is attached to these minutes.

Disclaimer: This document is a summary. All City Council Worksessions and Regular Meetings are recorded. Live stream can be found on the City's website at [www.cityofbeaufort.org](http://www.cityofbeaufort.org) (Agenda section). Any questions, please contact the City Clerk, Traci Guldner at 843-525-7024 or by email at [tguldner@cityofbeaufort.org](mailto:tguldner@cityofbeaufort.org).



**City Council Worksession**  
**MARCH 21, 2023**

**FORM BASED CODE PRESENTATION AND CODE**  
**CHANGES**

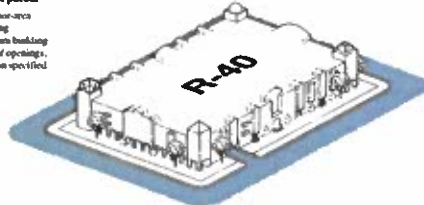
# What is a Form Based Code?



**How zoning defines a one-block parcel**  
Density, use, FAR (floor-area ratio), setbacks, parking requirements, and maximum building heights specified.



**How design guidelines define a one-block parcel**  
Density, use, FAR (floor-area ratio), setbacks, parking requirements, maximum building heights, frequency of openings, and surface articulation specified.



**How form-based codes define a one-block parcel**  
Street and building types for mix of uses, build-to-block, number of doors, and percentage of built-out frontage specified.



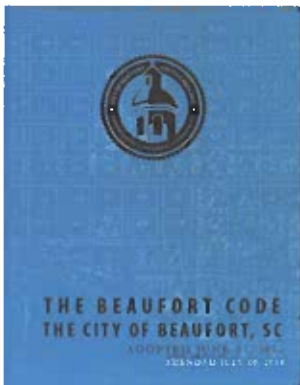
# Form Based Codes



A method of regulating development to achieve a specific urban form. Form-based codes create a predictable public realm by controlling physical form primarily, with a lesser focus on land use, through city or county regulations.

**SmartCodes: *adopted***



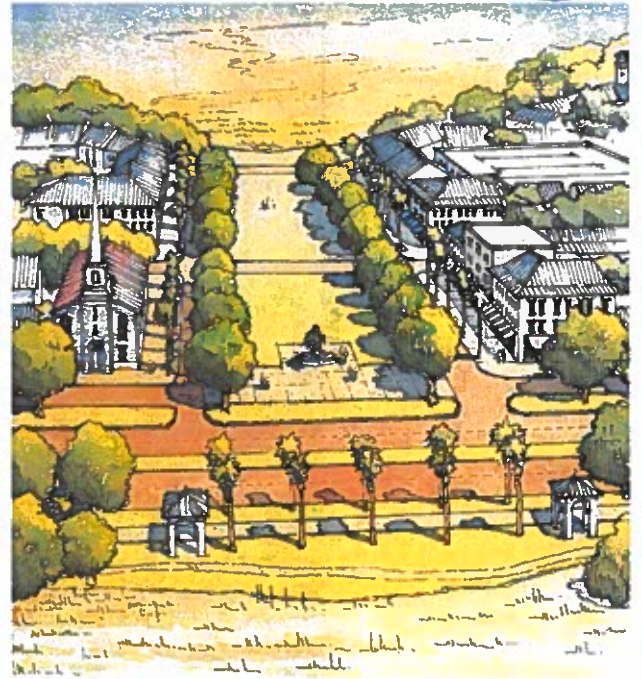


## AWARDS



- ✓ The City of Beaufort's Smart Growth America's Driehaus Award for Form Based Codes
  
- ✓ The Beaufort Master Plan won the American Planning Association's 2016 Charter Award for Planning.

# CIVIC MASTER PLAN SET THE VISION





# Transects





# A Graphic Representation of the Transects



## Form Based Codes Typically Require the Following Building Form Standards:

- Windows
- Building placement
- Setback from residential zones
- Height and upper-story setbacks
- Parking (amount and location)
- Transparency
- Entrances
- Uses

	SECTION	PLAN	
	Lot Private/Neighborhood	Lot Private/Neighborhood	Lot Private/Neighborhood
a. <b>Common Yard:</b> a setback wherein the facade is set back substantially from the setback line. The front yard created remains enclosed and is visually connected with adjacent yards, supporting a common landscape. The deep setback provides a buffer from the higher speed thoroughfare.			T2 T3
b. <b>Porch &amp; Fence:</b> a setback wherein the facade is set back from the setback line with an attached porch permitted to protrude. A fence at the setback line maintains the demarcation of the yard. The porch shall be no less than 8 feet deep.			T3 T4
c. <b>Terrace or Light Court:</b> a setback wherein the facade is set back from the setback line by an elevated terrace or a sunken light court. This type reduces residential use from urban sidewalks and removes the private yard from public environment. This feature is suitable for conversion to outdoor cafe.			T4 T5
d. <b>Forecourt:</b> a setback wherein a portion of the facade is close to the setback line and the central portion is set back. The forecourt created is suitable for vehicular drop-off. This type should be allocated in conjunction with other setback types. Large trees within the forecourt may enhance the sidewalk.			T4 T5 T6
e. <b>Sloped:</b> a setback wherein the facade is aligned close to the setback line with the first story elevated from the sidewalk sufficiently to serve primarily for the windows. The entrance is usually an exterior stair and landing. This type is recommended for ground-floor residential use.			T4 T5 T6
f. <b>Shopfront and Awning:</b> a setback wherein the facade is aligned close to the setback line with the building entrance at sidewalk grade. This type is conventional for retail use. It has a substantial glazing on the sidewalk level and an awning that may overlap the sidewalk to the maximum extent possible.			T4 T5 T6
g. <b>Gallery:</b> a setback wherein the facade is aligned close to the setback line with an attached overhanging shed or a light-tight colonnade overhanging the sidewalk. This type is conventional for retail use. The gallery shall be no less than 10 feet wide and may overlap the whole width of the sidewalk to within 2 feet of the curb.			T4 T5 T6
h. <b>Arcade:</b> a setback wherein the facade is a colonnade that overlaps the sidewalk, while the facade at sidewalk level remains at the setback line. This type is conventional for retail use. The arcade shall be no less than 12 feet wide and may overlap the whole width of the sidewalk to within 2 feet of the curb.			T5 T6



Form based code uses the existing physical form of the neighborhood as a template for future development as seen in these before and after photos



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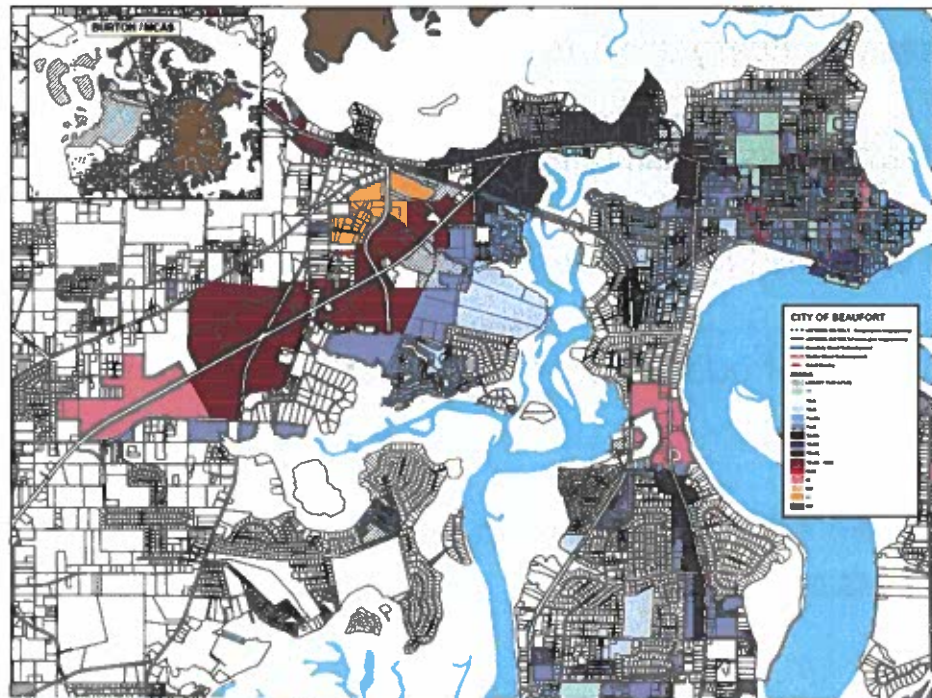


# ZONING



## Zoning:

- Transects
- T-5 Dark Lavender
- T-4 Lavender
- T-3 Light Lavender
- T-2 Yellow
- T-1 Green
- LI: Orange

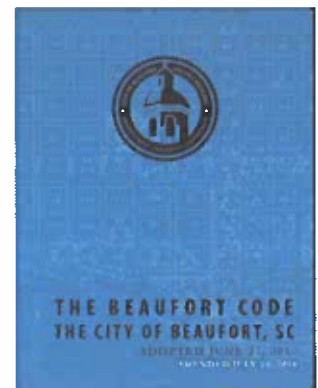


# Development Code Update Process



Worksession Every 3<sup>rd</sup> Tuesday

- Each worksession is scheduled for 2 hours
- Staff will send redlined edits to Worksession
- Discussion of edits at worksession which is open to Public.
- Approved edits will be put in black and included with following worksession.



# Development Code Update Process



## **BUILDING TRUST**

- April-May: Chapters 9-10 Development Review Procedures

## **LAYING A FOUNDATION**

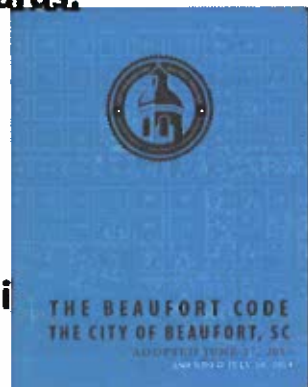
- May-June: Chapters 7-8: Subdivision and Engineering Standards, Appendix C

## **ENVISIONING THE FUTURE**

- July-August: Chapters 3, and 11: Zoning and Uses

## **PRESERVING DESIGN**

- September-Oct. Chapters 4,5: Design and Landscaping Requirements, Appendix A





Questions?

