

**BEAUFORT
PLANNING COMMISSION**

1911 Boundary Street, Beaufort, SC 29902
Phone: 843-525-7011 ~ Fax: 843-986-5606

Tuesday, January 21, 2025, 5:00 P.M.

City Hall, Council Chambers, 2nd Floor – 1911 Boundary Street, Beaufort, SC

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86368623893?pwd=6v5jNaRFgVEMxVS0d5qn00HX4lgbm6.1>

Password: 308546 Meeting ID: 863 6862 3893 Call in Phone #: 1+929 205 6099

STATEMENT OF MEDIA NOTIFICATION: "In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, all local media were duly notified of the time, date, place and agenda of this meeting."

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Election of Officers for 2025**
- IV. **Nomination of a PC Member to serve on the Waterfront Park Committee**
- V. **Review Commission Meeting Minutes:**
 - A. **December 3, 2024 Worksession Minutes**
 - B. **December 16, 2024 Regular Meeting Minutes**
- VI. **Questions Relating to Military Operations**
- VII. **New Business:**
- VIII. **Old Business:**
 - A. **Beaufort Development Code Changes:** Amendments to the open space, land Development and subdivision requirements of Section 7 and Section 9 of the Beaufort Development Code.
- IX. **Discussion:**
 - A. **Planning Commission Input for the Strategic Plan**
- X. **Adjournment**

Note: If you have special needs due to a physical challenge, please call Julie Bachety at (843) 525-7011.

DECEMBER 3, 2024
WORKSESSION MINUTES



Planning Commission

Work Session Minutes – December 3, 2024

CALL TO ORDER

A work session of the Planning Commission was called to order by Chairman, Benjie Morillo and was held in-person on December 3 2024, at 3:00 PM. An audio recording of the meeting was commenced.

ATTENDEES

Members in attendance: Benjie Morillo, Chairman, Mike Tomy, Vice-Chairman, Bill Bardenwerper, Clinton Hallman, Kim McFann, Secretary, Bill Suter, and Paul Trask.

Mr. Tomy left the meeting early due to concerns passing along a bad cold, but left notes with Chairman Morillo to be shared as the Commission worked through the code sections. Prior to his departure a planned Holiday social engagement was discussed, scheduled for 12/12 at the Tomy residence. All confirmed that no City business will be discussed at this purely social event.

Staff in attendance: Curt Freese, Community Development Department Director, and Christopher Klement City Planner and Julie Bachety, Administrative Assistant II.

Diane Farrelly, 2145 Oakhaven Street was present as a member of the public.

Documents used at the work session were Diane Farrelly's previously submitted comments re: Chapter 9, Ms. McFann's email of 12/3/2024 (copy attached) , a three page document entitled "9.3.1 APPLICATION ELEMENTS (UPDATE)" (copy attached) and the material in the meeting package posted on the City website, including "clean" and "redline" versions of revised Chapter 7, as referenced below regarding additional edits.

Mr. Suter raised a question regarding tree issues in relation to projects and it was confirmed that such issues will be up for discussion when the PC reviews Chapter 5.

The commission continued its discussion of proposed revisions to be included in the proposed draft to be acted upon at Regular Meetings and ultimately submitted to City Council for consideration.

As to Chapter 7, the PC reviewed the most recent revised clean and redline drafts.

Mr. Bardenwerper suggested and consensus was reached to change the sketch plan provisions on pp 33 and 34 of redline to require a meeting resulting in feedback/comments from the PC rather than a hearing with a decision, to allow public comment at the meeting and to state that if no application for preliminary approval was forthcoming from the applicant after 12 months from the meeting, that the Code administrator would

have the discretionary authority to extend the time for same or require an updated sketch plan and meeting. The PC declined to place a cap on the extension authority beyond the 12 month standard. The PC agreed to omit reference to the comprehensive plan and the civic master plan on p.41 clean copy omit "prior" and add 'shall be a condition of final plat approval on p 5 of redline --

The commission discussed Mr. Tomy's suggestion to add language on page 30 of clean copy, and ultimately there was consensus to instead add language equivalent to F.4 on page 32 as 12 on p 36.

The PC further reached consensus that Omit "prior" and add "shall be a condition of final plat approval" on p 5 of redline as to redline pp 43 – 47, add "shall include the following to B pa 43, , to fix lettering and numbering, (C on p 45 becomes 4, etc., add a 7 on p.45 re TIA, and change meeting to hearing in 2 places on p 46, and to omit "g" on p 46.

Mr. Trask noted and there was consensus regarding multiple typos and that the minor subdivision references must be five and fewer lots that the box on p 23 in chart needed "exempt in the box under LI.

Mr. Morillo suggested, and consensus was reached that the PC should wait until chapter 9 was also complete prior to concluding work on chapter 7.

Mr. Freese reminded the PC that they had already conducted review of HRB sections of Chapter 9.

Re: 9.1.4 chart, it was agreed Staff would review, correct references within it and adjust configuration to make more readable.

Re 9.1.3, it was agreed to omit the second sentence of the section.

Re 9.1.5, extended discussion occurred re notice issues. Ms. McFann agreed to provide a proposed redraft reflecting consensus and suggestions to Staff for circulation.

Likewise extended discussion occurred re 9.1.6 and 9.1.7 re decision and required notice. Mr. Bardenwerper agreed to provide a proposed redraft addressing concerns and suggestions to staff for circulation.

Additional discussion of Chapter 9 will occur at next PC meeting on 12/16/24

It was agreed that work session minutes from November and December would be on the agenda for approval along with outstanding meeting minutes at the next PC meeting.

ADJOURNMENT

The work session adjourned at 5:___ p.m.

DECEMBER 16, 2024
REGULAR MEETING MINUTES



Planning Commission

Meeting Minutes – December 16, 2024

CALL TO ORDER

2:15

A meeting of the Planning Commission was called to order by Chairman, Benjie Morillo, and was held in-person on December 16, 2024, at 5:00 PM.

ATTENDEES

Members in attendance: Benjie Morillo, Chairman, Mike Tomy, Vice-Chairman, Bill Bardenwerper, Clinton Hallman, Kim McFann, Bill Suter, and Paul Trask.

Staff in attendance: Curt Freese, Community Development Director, Christopher Klement, Community Development Planner III, and Nick Navia, Community Development Planner I.

REVIEW OF MINUTES

3:00

November 18, 2024 Minutes

Motion: Mr. Hallman made a motion to approve the minutes of the November 18, 2024 regular meeting. Mr. Suter seconded the motion. The motion passed unanimously.

December 3, 2024 Worksession Minutes

Discussion ensued regarding the level of detail needed for minutes, especially work session minutes, and also regarding the mechanic's heretofore employed by the Commission and Staff regarding minutes and code revision drafts, thus far.

Motion: Mr. Hallman made a motion to approve the minutes of the December 3, 2024 worksession. Mr. Suter seconded the motion. The motion passed unanimously.

All Planning Commission meeting minutes are recorded and can be found on the City's website at <http://www.cityofbeaufort.org/AgendaCenter>.

QUESTIONS RELATING TO MILITARY OPERATIONS

13:08

None.

Chairman Morillo stated that the applicant for the Broad River agenda item has withdrawn their application. Mr. Tomy clarified that the applicant asked to have it *tabled*, but didn't think an applicant could ask for their application to be tabled, so they would have to withdraw their application. Curt Freese advised the Commission regarding various available options in these circumstances.

Motion: Mr. Hallman made a motion to move the agenda item for Broad River to the beginning of the agenda. Mr. Suter seconded the motion.

- A. Broad River Boulevard.** The applicant, Eric Walsnovich, agent for Edmund Waddill Chaucer Creek Capital, is requesting sketch plan approval for a new 261-unit multi-family development.

Public Comment:

Jessie White, Lowcountry Government of Council, said after learning this project was pulled from the agenda she referred to her comments in writing that were previously submitted. (see attached).

Public Comment closed.

The Commission discussed and listed recommendations for when the applicant comes back before the Planning Commission including:

- TIA.
- Context plan with the surrounding streets and structures and other natural surroundings (setbacks)
- Tree and Topo Survey.
- Conceptual grading plan.
- Conceptual building elevations.
- Arborist Report; and
- Utilities signed off.

Motion. Mr. Bardenwerper made a motion that we ask staff to ask the applicants in these two apartment cases and on others like it coming forward to have the following:

- TIA.
- Context plan with the surrounding streets and structures and other natural surroundings. (setbacks)
- Tree and Topo Survey.
- Conceptual grading plan.
- Conceptual building elevations.
- Arborist Report; and
- Utilities signed off.

Mr. Tomy asked that Mr. Bardenwerper add to his motion that we request information relative to the adjacent development.

Motion: Mr. Bardenwerper amended his motion to include that the applicant include a plan that shows the proposed neighboring development that is not there yet.

Mr. Tomy seconded the amended motion. The motion passed unanimously.

Motion: Mr. Tomy made a motion to table this project until February 17, 2025. Mr. Hallman seconded the motion. The motion passed unanimously.

B. 101 Whitehall Drive. The applicant, Bill Chambers, is requesting site plan approval for a mixed-use building.

32:58

Mr. Freese presented the staff report.

Public Comment:

None.

Public Comment closed.

Motion: Ms. McFann made a motion to approve the project subject to staff conditions as stated in the staff report. Mr. Tomy seconded the motion.

Mr. Tomy asked Ms. McFann to amend her motion to include that staff and the architect review the first comment about the fabric versus the metal awnings.

Mr. Trask asked Ms. McFann to amend her motion to include a recommendation that the applicant speaks with the developer about managing the landscape area; to clean it up and remove dead trees and clean up the existing undergrowth to make way for planting. And the outcome of the buffer situation can come back to the commission.

Ms. McFann amended her motion to include the following amendments:

1. Staff and the architect review the first comment about the fabric versus the metal awnings.
2. Recommend the applicant to speak with the developer about cleaning up the buffer area.
3. The outcome of the buffer situation can be reviewed by staff.

Mr. Tomy seconded the amended motion. The motion passed unanimously.

C. 2513 Boundary Street. The applicant, Jarrett Senkbell, agent for Mandeep Singh, is requesting site plan approve for a new carwash.

1:09:38

Mr. Freese presented the staff report.

Discussion ensued regarding multiple issues raised in the staff report and by the applicant and it became apparent that additional discussions between the applicant and the staff would be beneficial prior to the matter being put before the Commission for any vote.

Public Comment:

Diane Farrelly resident at 2415 Oakhaven Street, spoke about the process and intent. Ms. Farrelly thought the intent for this kind of submittal was that it would go through staff and TRC (Technical

Review Committee) with a complete package before coming to the Planning Commission (PC). She noted that the PC spoke for 45 minutes already and its clear not everything was submitted that was needed. She referred to the intent of the Code.

Public Comment closed.

The applicant stated that it would waive any time frames imposed by the code in light of difficulty rescheduling the matter in view of the upcoming holidays and 2025 meeting schedule. All agreed to reschedule ASAP after applicant/staff discussions.

Motion: Mr. Bardenwerper made a motion to continue this project to a date to be determined ASAP based upon the applicant's representative request that we defer action until a future date when he can address all of the comments that we made tonight. Ms. McFann seconded the motion. The motion passed unanimously.

OLD BUSINESS

2:31:12

Beaufort Development Code Changes: Amendments to the Open Space, Land Development and Subdivision Requirements of Section 7 and Section 9 of the Beaufort Development Code.

Commission and staff agreed to wait to approve Chapter 7 until they go through chapter 9.

Commission and Staff also agreed to start the worksession on Thursday, January 7th, at 1:00 pm with lunch provided.

Public Comment:

Diane Farrelly resident at 2415 Oakhaven Street, presented her comments and stated that they are in order but some things like commas, punctuation, etc. still have not been done. She feels if this all done prior to the next meeting, most of her issues will go away. (see attached).

DISCUSSION

2:37:54

A. 2025 Planning Commission Meeting Schedule

The Commission approved the proposed meeting schedule for 2025 suggested by staff, Except they agreed that the meeting on January 20 be moved to January 21 in light of the Martin Luther King holiday and that the meeting on February 17 be moved to February 10 in light of President's Day.

ADJOURNMENT

2:48:47

Motion: Ms. McFann made a motion for adjournment at 7:48 pm seconded by Mr. Hallman. The motion passed unanimously.



12/16/2024

Dear Planning Commissioners,

Please accept the following comments on behalf of the Coastal Conservation League regarding the proposed 261-unit multi-family development referred to as The Grove at Broad River.

We agree with and support staff's denial recommendation based on the project's failure to meet numerous code requirements, including, but not limited to: Sections 2.4.1 and 2.5.1 building frontage, placement and orientation; Section 4.3.2 conformity with Civic Master Plan, rhythm of development and massing; Sections 4.5.7 and 4.5.10 apartment and large footprint building standards; Section 5.3.2 preservation of specimen and landmark trees; and Section 7.2.2 street network requirements. We urge the planning commission to deny this application accordingly.

Moreover, this application is coming forward as one of many new development projects that are either proposed or already approved within the vicinity of this area without sufficient infrastructure in place to support it, without adequate consideration of cumulative impacts, and without coordination across site plans and/or jurisdictions.



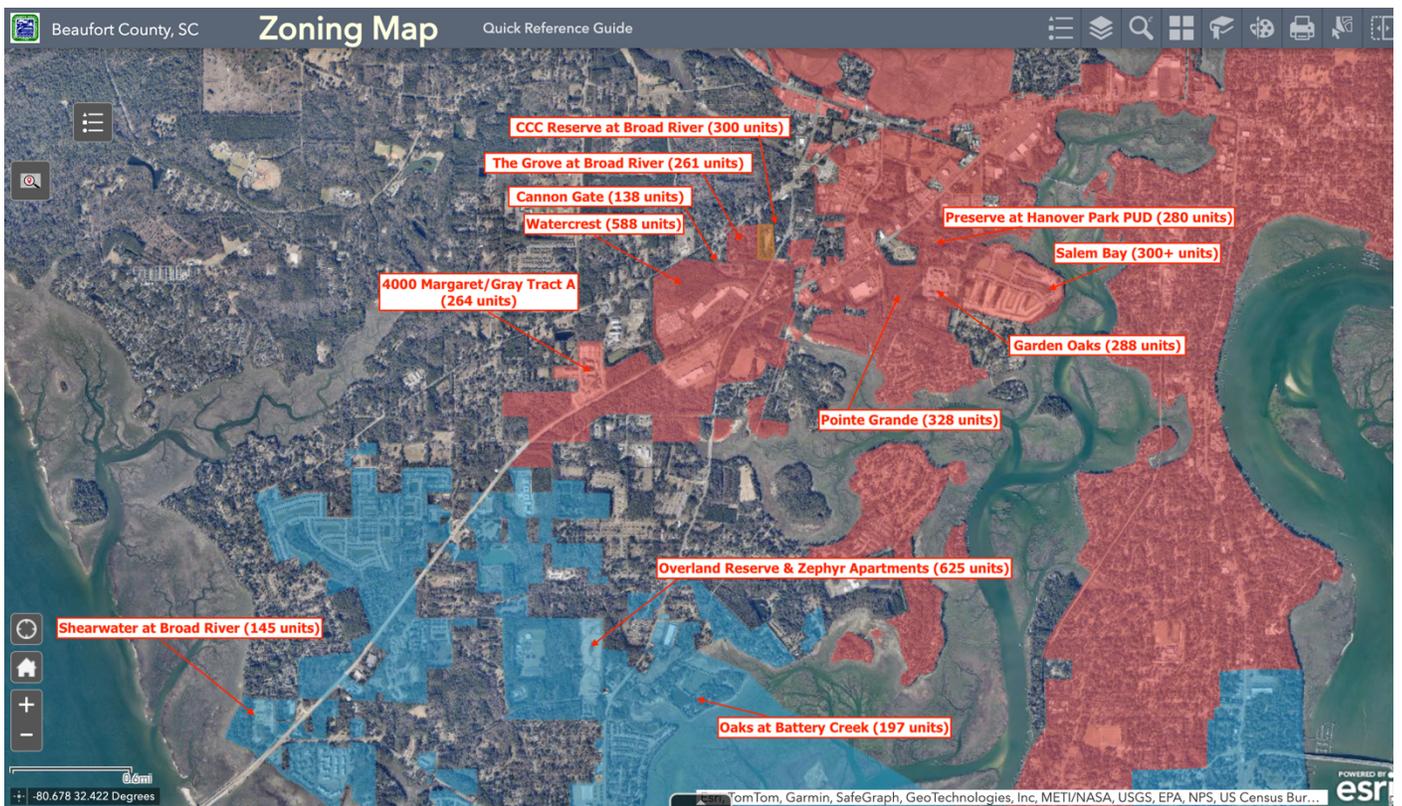
Just last week on December 11th the Beaufort County staff review team discussed a proposal for new multi-family development *immediately adjacent* to The Grove at Broad River (R120 029 000 0045 0000). That development, referred to as “CCC Reserve at Broad River” (R100 029 000 0052, R100 029 000 0051, R100 029 000 0295), contemplates 300 units across three parcels, identified above. Taken together, that is **561 new units** being added to what Beaufort County transportation staff described as

“an already failing intersection” at Paris Island Gateway and Robert Smalls Gateway, without clear accessibility or connectivity. And yet, property information available on GIS indicates both sites are associated with the same mailing address out of Raleigh, NC which indicates, at a minimum, further coordination and comprehensive planning across sites should be conducted.

Also shown on the map above is the 558-unit Watercrest multi-family development that was approved in 2022. Between those three development plans, that is the conversion of about 75 acres of undeveloped, forested land into **over 1,100 new units**. Additional city development approvals nearby include:

- Salem Bay: 300+ single-family units
- Garden Oaks: 288 multi-family units
- Cannon Gate: 138 duplex units
- Gray Tract A (“4000 Margaret”): 264 multi-family units
- Pointe Grande: 328 multi-family units
- Preserve at Hanover Park PUD: 290 units

Altogether, that is approximately 2,727 new development units within the City (shown in red below). And it is not including established neighborhoods like Battery Point, Battery Shores, or Islands of Beaufort. Nor is it including the several hundred more new units approved or anticipated in the County or Town of Port Royal’s jurisdiction (shown in blue below), which brings the total to **3,100+ new units**.



We simply do not have the infrastructure or services in place to support the scale and scope of all this new development in the Burton area. And with the failure of the 2024 sales tax referendum to fund road improvements, the strain on existing road networks is even more concerning. As mentioned in the staff report, there have been significant capacity issues with BJWSA in this area as well. While the

agency is anticipating the construction of a new pump next year, there remain substantial uncertainties that warrant denial of any new development until the system can catch up.

These development approvals represent significant landscape conversion from tree cover to impervious rooftops, roadways, and parking lots. Rather than looking at development from a site-by-site perspective, the Conservation League encourages consideration of the bigger picture: the cumulative impacts of all these projects on the environment, sense of place, and quality of life in our region.

For the reasons above and outlined in the staff report, we urge the planning commission to deny this application. Thank you for your consideration and your service.

Respectfully,



Jessie White
South Coast Office Director
843.522.1800 | jessiew@scccl.org

PLANNING COMMISSION HEARING DECEMBER 16, 2024

RE: Chapters 7 & 9 Beaufort Code Amendments, Updates

Submitted by:

Dianne Farrelly
2415 Oak Haven Street
Beaufort, SC 29902

QUESTIONS, COMMENTS AND SUGGESTIONS, INCLUDING TYPOS, ETC.:

7.1.1.I Encourage the proper arrangement of new streets in relation to existing or planned streets and ~~ensuring~~ensure streets facilitate safe, efficient, and pleasant walking, biking and driving.

7.1.2.A ...shall be required to have public sewer and underground wiring, and shall comply...

7.1.2.B

...with the exception of projects that qualify as Minor Development Design Review or Minor Subdivision, or are located in the Historic District, and affect less than one whole block face — are required to...

7.1.2.C ...except as may otherwise be specifically provided herein or ~~by city policy or~~ agreement..

7.1.2.D Approval of a Subdivision Plat (~~should this specify Final Subdivision Plat, as noted in 7.1.5.A?~~)

7.1.3 Table re Paved Streets and Sidewalks in LI and MHP (~~It just occurred to me – can there be sidewalks required where there are no paved streets?~~)

7.2.1.C.1 For any project that is considered **Major Subdivision)Site Plan, (?)** or requires a Certificate of Appropriateness, Major **(?)**(Section 9.10.2 A.2.) and affects one whole block face, ...

7.2.1.C.1 a ...streetscape element(s)~~shall~~ shall be...

7.2.1.D.1. If the owner ~~e~~dedicates and installs the complete right-of-way, the cost of the improvements may be compensated - see Section 7.2.1.~~D E~~.

7.2.1.E Compensation:

7.2.2.B.3 In T4, **T5, and RMX zones**, blocks shall be...

7.2.2.E.1 They

7.3.2.A

A "traffic impact analysis" (TIA) shall be required for any development that is shown — in the most recent Institute of Transportation Engineers (ITE) Trip Generation Manual or any alternative approved ~~(comma? Or approved what?)~~ at the discretion of the Planning Commission or the TRC, or by the engineering department — to generate more than 50 trips during the peak hour on the adjacent street(s).

7.4.4.A Design Standards for Community Green Space and Community Open Space: Land used as Community Green Space and **Community** Open Space...

7.4.5.E If the owner of ~~an~~ a Community Green Space...

7.5.1 ...consent to, and agreement to comply with, all ...

7.5.2.A.1 (Minor Subdivision) The boundaries of ~~six~~ five or fewer lots...

7.5.3.B Requirements. A Sketch Plan (meeting?) is a community meeting for all major subdivisions. Major proposed changes to any approved preliminary plat, may require a new Sketch Plan approval if the Code Administrator determines the changes are significantly different from the sketch plan discussed at the public meeting. (Further to discussion at the HDRB, are we still considering approvals of

Sketch Plans? See also 7.5.3.G. and H., and 7.5.4.B.1.d. and B.2.) The Sketch Plan shall consist of the following elements:

7.5.3.B.1 (i.-iii. Should be a.-c.) (same for all of B.)

7.5.3.C.19

~~Utility plans for the interior of the development (such as water and sewer service lines) are not required as part of this process~~ Utility Plans for the interior of the development (such as water and sewer service lines) are not required as part of this process.

7.5.3.E.2 The City shall send advance notice... (As it stands, this could be misread as requiring notice to neighbors be sent that a meeting has already occurred.)

7.5.4.B.4. (See note to add items or is 5 supposed to be the item?)

7.5.4.B.5 and below should be re-numbered accurately if they or some of them are the items for 4.

7.5.4.C.1 ...send advance notice of the Planning Commission ~~meeting~~ hearing

7.5.4.D. (i.-iv. should be a.-d.)

7.5.5.C.1.e Does not increase density ~~by more than 15 percent~~.

7.5.6.B and C. (numbering)

7.5.7.B.6.

Final landscape and open space plan. Provide an existing and proposed landscape with tree protection zones and a tree survey, and open space plan consistent with this Section. (Needs more Section references, or do you mean Code?)

7.5.7.D.1 ...send advance notice... (This section is a better example of notification than others.)

7.5.7.H ...a one year extensions of...

9.1.4 Process Table: Section References are incorrect making it difficult to cross reference. In Public Notification Column, suggest including Section References for Levels 1,2,3. Suggest using consistent language for clarity.

9.1.4 Process Table: Subdivision Final Plan~~t~~

9.1.5. Demolition of non-contributing structures are approved by the Administrator. I thought it was decided to be HRB in all cases.

9.1.9.B.3. A vested plan is subject to later local governmental overlay zoning that imposes additional site plan-related requirements, but does not affect allowable types, height as it affects density, or intensity of uses. **So, a plan can be granted immunity from type, height and density for many years (15) even if an amendment is codified?**

9.2.4.A. The Administrator shall have 5 working days to review the application materials submitted and confirm that all the required items have been submitted. **Does this give a busy office time to complete a complicated review?**

9.3. Table: Historic District Designation – **Should this be HRB?**

9.3. Table: Administrative Appeal – **Shouldn't this be a different body than the one that set the stage?**

9.4.2.G. Upon the approval of the zoning permit, the applicant shall have 6 months to take

9.5.1.E. **Fences and Enclosures: Is something missing here?**

9.8.1.B. Process Chart – **Should this be moved, and should it be the PC for appeal?**

9.8.1.C. **Process Type:** Administrative — The Administrator may submit any applications subject to staff approval to the ~~Design Review Board~~ **Planning Commission** for approval.

9.8.1.H. **Appeals:** Appeals of the decisions of the Administrator shall be heard by the ~~Design Review Board~~ **Planning Commission**

9.8.1.J. **Permit Extension:** The Administrator may grant up to 5 one-year extensions of this time period upon submittal by the applicant of sufficient justification for the extension. Extensions shall be submitted at least 1 month prior to the expiration date. **Suggest referring to chart for relevant extension periods, however, what about if amendments are codified in the meantime?**

9.8.2.8.5. The Administrator shall respond in writing to all public comments after each major submittal, and the project applicant will be required to attend a TRC committee meeting before the project is issued final approval 9.10.2.A. **Chart seems to be misplaced. Move to 9.10.1.?**

9.10.2.D.1. Demolitions - In all applications involving the demolition of a contributing primary structure or contributing accessory structure, provisions shall be made for a public hearing as set forth in Section

9.10.2.E. **I thought some changes were made to 1 and 2 during discussions in City Council.**

9.10.2.G. unless a major change has occurred in the property condition that is attributable to natural causes

9.13.2.C. **Public Notification:** **Suggest adding applicable references wherever levels are noted, ex., 9.1.12 Levels 1, 2, and 3.**

9.13.2.F.1. The proposed ~~uses use is compatibility compatible~~ with existing land uses...

9.14.2.B. determined by the Administrator,

9.14.2.D. **Suggest adding applicable references wherever levels are noted, ex., 9.1.13 Levels 1, 2, and 3.**

9.15.2.D. **Suggest adding applicable references wherever levels are noted**

9.16.3.D.1. **Suggest adding applicable references wherever levels are noted**

9.16.3.D.2.&3. City Council

Sign-in sheet (Planning Commission)
12/16/2024

	<u>Name</u>	<u>Telephone/email</u>	<u>Signature</u>
1)	Jessie Wirtz	jessie w@sccl.org	Jessie Wirtz
	Diane Farrelly	DMFARRELLY@EARMILINK.NET	Diane Farrelly
	Thomas Mervin	770 365 7576	Thomas Mervin
	Bill Chambers		Bill Chambers

(404) 374-4804 (Cell)
Diane DMFARRELLY@EARMILINK.NET
Farrelly