



Planning Commission

Meeting Minutes – May 19, 2025

CALL TO ORDER

0:50

A meeting of the Planning Commission was called to order by Chairman, Mike Tomy, and was held in-person on May 19, 2025, at 5:00 PM.

ATTENDEES

Members in attendance: Mike Tomy, Chairman, Bill Bardenwerper, Vice-Chairman, Benjie Morillo, 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.

MINUTES

2:20

A. April 21, 2025, Regular Meeting Minutes

Mr. Trask noted on page 2 of the draft minutes under Old Business, item A, it should reflect that Mr. Trask recused himself because his son owns property on Oakhaven Street. Mr. Hallman also noted on page 1 and page 2 his last name is incorrect, it should be Hallman not Clinton. Mr. Bardenwerper noted on page 4 where he changed his motion change the word *it to they* and remove the words "*that the*" and replace with the word *regarding*.

Motion: Ms. McFann made a motion to approve the minutes with the corrections noted. Mr. Hallman seconded the motion. The motion passed unanimously.

B. May 12, 2025, Work session Minutes

Motion: Ms. McFann made a motion to approve the minutes as submitted. Mr. Suter seconded the motion. Mr. Hallman abstained from voting since he was not present. The motion passed unanimously among those voting.

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

7:14

None.

NEW BUSINESS

7:33

A. Road Naming Process – J.J. Sauve, Deputy City Manager.

At Mr. Freese's request the agenda item for Road Re-Naming was taken up first and out of order.

Mr. Sauve passed out to the Planning Commission (PC) an addendum to go with the memorandum that was included in the meeting packets. Mr. Suave stated that Councilman Lipsitz had made a request at the June 14th worksession/regular meeting of council to rename Southside Loop (a city street within the Southside Park that goes over to the new playground and pavilion area) in honor of retired Beaufort Public Works Director Clayton Cooler. Mr. Cooler served the city faithfully for 45 years and the proposed renaming will recognize his legacy particularly his role in the obtaining and maintenance and stewardship of city parks and infrastructure. The renaming has received great support from the community and his son-in-law was present at the council meeting. This is the reason the staff began looking into the Road Naming Process. Councilman Scallate also suggested the road be renamed to Connie Hipp Road in honor of her services to the Leadership Beaufort Program.

Mr. Sauve gave some information regarding the roads in the area, the current names of the roads, the need for consistency, the collaborative efforts with the County, and the Council's suggestions regarding road naming. He explained the road naming process and plans and a proposed time table for public meetings and hearings regarding renaming of the roads.

Mr. Hallman expressed concerns regarding notice to the public in as much as the memo presented on May 19, 2025 was not in the packet or the materials available to the public online. Ms. McFann expressed concerns about the title of the agenda item which did not clearly say it was about actually renaming roads vs. procedure and about the need for EMS to sign off on proposed changes. Mr. Tomy said it would be cleaner to re-notice the renaming issue specifically for the next PC meeting for a recommendation, and to notice a public hearing for the Council on the renaming issue.

Mr. Sauve agreed to that procedure.

Mr. Freese suggested an additional re-ordering of the agenda to allow the Annexation application to be considered before the proposed code amendments. The PC agreed.

OLD BUSINESS

26:44

- A. Annexation.** The Applicant, Willie Mack Stansell, III, is requesting an annexation of approximately 1.72 acres located at 3659 Trask Parkway into the jurisdiction of the City of Beaufort. The property is further identified as R100 026 000 0151 0000. This application had previously been tabled so that the petition could be updated. Mr. Hallman moved to take the matter from the table; the motion was seconded by Mr. Bardenwerper and the motion passed unanimously.

Christopher Klement presented the staff report and his presentation.

Public Comment:

None.

Public comment closed.

Motion: Mr. Bardenwerper made a motion to recommend to the City Council based on testimony the PC heard today and the staff report that we recommend the annexation of this property into the City of Beaufort. Mr. Trask seconded the motion. The motion passed unanimously.

- B. Rezoning.** The Applicant, Willie Mack Stansell, III, is requesting rezoning of approximately 1.72 acres located at 3659 Trask Parkway to T5-Urban Corridor District/Regional Mixed-Use District (T5-UC)/(RMX) – City of Beaufort Zoning from Neighborhood Mixed-Use (C3NMU) – Beaufort County Zoning. The property is further identified as R100 026 000 0151 0000. This matter had been tabled at a prior meeting. Mr. Hallman moved to take the matter from the table; the motion was seconded by Mr. Bardenwerper and the motion passed unanimously.

Christopher Klement presented the staff report and his presentation.

Public Comment:

None.

Public comment closed.

Discussion ensued regarding the applicant’s actual plans for development, and it was clarified that the applicant has no fixed plans right now, for a Barbeque Restaurant or any other use, and wants to keep options open. Concerns were discussed about traffic in the area and pedestrians. Mr. Freese indicated that the City could discuss safety concerns with the relevant authorities going forward. Some PC members expressed concerns about granting new applications for dual zoning classifications.

Motion: Mr. Bardenwerper made a motion to recommend that we apply the RMX zoning to this property based on testimony the PC heard today and the staff report.

Ms. McFann requested that Mr. Bardenwerper amend his motion to state that the applicant has on the record here today, agreed to amend his petition for zoning to only ask for RMX because the Petition itself asked for dual zoning.

Mr. Bardenwerper amended his motion. Mr. Suter seconded the motion. The motion passed unanimously.

NEW BUSINESS

1:10:48

- A. Beaufort Development Code Changes:** Amendments to the Landscaping, Parking, and Lighting Requirements of Section 5 of the Beaufort Development Code.

Mr. Freese presented an overview of the proposed changes including additions to the Section, refining standards, clarifying standards, reorganization of the section and increasing fees and penalties.

Mr. Hallman questioned the electric fences prohibition. Ms. McFann stated that her recollection was that the prohibition on above ground electric fences was absolute. Mr. Freese agreed to remove the exception for Light Industrial.

Mr. Trask questioned provisions re maintenance of landscape, p. 15 and 16 of 51 of the red line version and Mr. Freese confirmed that the provisions of the proposed code allowed staff to enforce landscape requirements. It was agreed to move the asterisk from the parking chart to M5.6.4 A p. 31 of 41 of red line.

Mr. Bardenwerper asked that the term *corridors be used instead of thoroughfares*, that fenestration exceptions for trees #5 on page 18 of the clean copy should be stricken and taken up later in review of other sections and pointed out a punctuation issue.

Mr. Morillo requested a change to buffer descriptions, and there was discussion regarding possible further changes to types of buffer requirements and waivers, and it was agreed that type E buffer requirements should be extended. It was also agreed to add Ladies Island Drive to the list of Corridors.

Public Comment:

Grant McClure works for the Coastal Conservation League and is a resident of Beaufort and resides at 1511 Sycamore Street. Mr. McClure commented that it's good that the City is working on the Tree Ordinance. He referred to the Town of Port Royal's Tree Ordinance that he had the opportunity to work on. He is also excited to hear about the Wetlands Ordinance. Mr. McClure referred to the Northern Regional Plan's Goal #5 which is an alignment of regional standards and environmental standards.

Libby Anderson resides at 107 Grayson Street, asked if the palmettos will be measured by height or by DBH (Diameter at Breast Height). Surveyors typically do a DBH versus height. Regarding fees, she questioned whether the PC wanted to put the fees in the ordinance. If the fees are in the ordinance, then when the fees need to be changed, a public hearing is required and then there are two readings at Council and the PC, etc. Or you can put them in the Fee Schedule and the PC would make a recommendation to Council to approve by resolution.

Public comment closed.

The PC agreed to keep the fees in the proposed code changes rather than on a schedule in the interest of transparency, and that Council should be made aware of the option to move the fees to a schedule so that fees could be adjusted annually as a part of the budgeting process.

Motion: Ms. McFann made a motion recommending staff send the proposed changes "as is" in the packets and online, with the incorporation of the itemized additions and subtractions the PC went through at the meeting and including the option for council to consider putting the mitigation fees in a Fee Schedule as opposed to into the Code, to the City Attorney and subsequently to City Council. The motion was seconded by Mr. Morillo. The motion passed unanimously.

Beaufort Development Code Changes: Amendments to the Environmental & Resources Protection Requirements of Section 8 of the Beaufort Development Code.

1:51:49

Mr. Freese presented an overview of the draft, which had not yet been discussed at a work session.

Mr. Hallman asked about the need to be clear that the code would incorporate the SOLOCO manual as it may be amended from time to time and the standards themselves were discussed.

Buffers and the concept of “reasonable site line” were discussed.

Ms. McFann reminded Mr. Freese that the PC would like to see the legal opinions from Bluffton and Beaufort City Attorneys regarding application of standards to permitted development and development agreements, and asked that he please bring the slides to the next work session, and requested that a map be provided with an overlay showing proposed standards.

Mr. Trask suggested that the Commission look at the new Culvers as an example in advance of the next work session.

Enforcement issues were discussed.

Public Comment:

Libby Anderson resides at 107 Grayson Street, said regarding the critical area buffer, the 50-foot one size fits all is a little different than the County’s requirements. In some areas of the County the buffer is more and in some cases it is less. It is possible to consider applying different standards to existing lots and new lots. She also stated we may want to consider adding dock restrictions.

Mr. Freese clarified that there are no code restrictions on docks.

Public comment closed.

Mr. Trask recognized Libby Anderson as she’s now been appointed to a new term as a Planning Commission member. Mr. Trask’s term expires at the end of June. Mr. Tomy welcomed Mr. Anderson to the board.

The PC agreed to have their next worksession for the code changes on Thursday, June 12 starting at 1:00 pm. Tony Junker also confirmed his firm is available on June 12.

Mr. Freese also asked the PC to think of dates for a tour and what they want to see.

ADJOURNMENT

2:30:40

Motion: Ms. McFann made a motion to adjourn the meeting seconded by Mr. Suter. The motion passed unanimously. The meeting adjourned at 7:30 pm.