



Planning Commission

Work Session Minutes – June 12, 2025

CALL TO ORDER

0:20

A work session of the Planning Commission was called to order by Chairperson Mike Tomy and was held in-person in the Planning Conference Room on June 12, 2025, at 1:00 PM. The meeting was recorded and streamed on Facebook in accordance with City Policy.

ATTENDEES

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

Member Absent: Clinton Hallman.

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

CHAPTER 8: ENVIRONMENTAL & RESOURCE PROTECTION

The Planning Commission thanked Mr. Trask for his contributions and service during his service on the commission.

Public comment:

Ms. McFann introduced a member of the public that was at the meeting, **Anna LaPuor**, who is an intern with Nancy **Mace's** Office. She is attending public meetings as a part of her internship. Also, present was Ms. Ashley Goodrich, Senior Planner from BJWSA.

Chairman Tomy noted that included in their packets are several public comments from citizen, **Libby Anderson**.

Public comment closed.

Mr. Freese said Chapter 8 has been advertised for Monday's Planning Commission meeting (PC). Chapters 2, 3, and 4 need to go together because they are all tied together. These were the first chapters looked at when the whole process started two years ago.

Mr. Tomy stated the members were not provided in their packets the entire chapters of 2, 3, and 4. Mr. Freese said he was just showing the PC what was discussed at City Council so far. Mr. Tomy suggested moving forward with everything, once we get done making comments in each of sections, PC would like them incorporated and reprinted so we can avoid getting multiple copies. Mr. Tomy said the PC can make a decision at the end of each work session of what the PC wants staff to present to us for the next meeting.

Mr. Tomy recommended when the PC starts a chapter we first let anyone say what their overarching concerns are regarding the entire chapter.

Staff was making changes to the red-line in real time during the work session in an effort to improve and achieve more accuracy in the next draft for PC consideration.

Mr. Trask referred to page 2 of 21 of the red-lined copy regarding OCRM setback issues and said the PC needs to have a little bit of discretion based on certain circumstances. He referred to the marsh across from Beaufort Elementary School and that the City is mowing the marsh, which is not allowed per the Code. Mr. Trask referred to the SoLoCo Manual which was already been adopted in 2022 by the City.

PC would like a copy of the SoLoCo Manual available at the Planning Office. Mr. Tomy suggested PC moving forward today based on the Bluffton's version of the SoLoCo Standards as of the date of the last adoption by Bluffton and use that as the base line for Beaufort. Any future modifications by Bluffton should not apply to Beaufort automatically, but staff should notify or come through the Planning commissions if staff wants modifications to also be adopted by Beaufort.

Mr. Trask referred to page 2, Section 8.2.3.A, and recommended taking out the words *up to 80 square feet* and simply put the words *subject to the discretion of the Planning Commission such decks are permitted*. Mr. Trask feels the PC should have a large degree of discretion about encroachments into the setback area. Mr. Freese felt this is good for when major subdivisions come before the PC.

Ms. McFann suggested putting a period in the second line of 8.2.3 after the word *site lines*, and cross out the words *with the following may be permitted at the discretion of the Planning Commission*.

Mr. Bardenwerper suggest the code should include a general waiver section.

All agreed to reword the paragraph in Section 8.2.3 to read The entire buffer shall be undisturbed. Indigenous vegetation removal in the tidal area buffer is *prohibited unless otherwise permitted by this code*. *The following permanent structures are permitted*.

All agreed in Section 8.2.3.A to change *80 square feet for residential development to 400 for commercial development*, delete *playground equipment* and add before the word *paths*, *pedestrian* and add after the word *paths* add *(up to 5 feet in width)* and deleted the words *and streets and sidewalks accessible to the public*, and change the word OCRM to DES-BCM.

All agreed in Section 8.3.B to remove this part and 8.3.A becomes part of the paragraph above.

Mr. Trask referred to Mr. & Mrs. Guilloud who have a permit to build a dock and the neighborhood has an lawsuit against them.

Mr. Tomy referred to Section 8.2.1 in the paragraph asked are we protecting waterways. He suggested adding after the word *edge* and *shorelines*.

All agreed in Section 8.2.2.A to keep the OCRM setback for Transect-based districts at *30 feet minimum* and *add and PUD after Transect based*.

Mr. Bardenwerper referred to Section 8.3.1.E to change the word *volume* to *impact* and Section 8.3.1. C add the words *the effects of* after the word *Minimize*.

Ms. McFann suggested in Section 8.3.H to change the words *Further protection of* and replace the word *Protect*, and *delete the rest of the sentence*.

All agreed to remove Section 8.3.I - 8.3.L *but add an asterisk with a note that says, after we seek legal opinion*.

All agreed in Section 8.3.2 the first paragraph to *add* after applicable for all, *in progress development*, and to remove the rest of the paragraph.

Ms. McFann said it would be good if the PC could have a list of existing development agreements in the City of Beaufort and potential annexation areas in county. Mr. Freese said he can do this.

Mr. Trask referred to Section 8.3.2.1 to delete the word *as*.

PC referred to Section 8.3.2.B and agreed to add the words, *This section applies to* before the sentence, so it reads, *This code applies to any disturbance within a wetland or wetland buffer area*.

PC referred to Section 8.3.2.C.4 and agreed after the word *conditions*, add *or as long as emergency conditions persist* and then delete the rest of the paragraph.

PC referred to Section 8.3.2.C.5 to change four (4) feet to forty-five (45) feet

PC referred to Section 8.3.2.C.11 to remove the words *provided the device or structure is not "degraded" as defined herein*.

PC referred to the table in Section 8.3.2 and agreed to *delete the entire table*.

PC referred to Section 8.3.2.E and agreed to remove the entire sentence.

PC referred to Section 8.3.3.A and agreed to remove the entire paragraph. Then Wetland Standards now becomes 8.3.4. PC agreed that the rest of this number and formatting will have to be looked at because it's not correct.

PC referred to Section 8.3.C.4 and agreed to remove the words *having been determined to be in the best interest of the City of Beaufort*.

PC agreed to keep the first sentence under Section 8.3.B.2.a, but reword it so it reads, *If the site is less than five (5) acres, has been platted as a residential lot of record* and then to delete the rest of that item.

Ms. McFann referred to Section 8.3.B.1 and add the words *at the end at the discretion of the Administrator* and then delete *items (b), (c), and (d)*. Also, under #1 add the words *prepared by a professional environmental engineer* after the word *Delineation*. In the same area section 8.3.B Wetlands, add the word *Survey* and under 8.3.B. add the word *Survey* after the word *Delineation*.

PC referred to Section 8.3.b and to delete the words *and does not increase the density of the site*. Then to delete the rest up until 8.3.C.

Trask referred to Section 8.3.C.2.a Wetland Buffers and Setbacks. PC agreed to change 100 feet to 30 feet.

Eventually and after much discussion consensus was reached to omit wetlands buffer language and just stick with critical line buffers.

Section 8.3.5.A Violations – Mr. Tomy referred to the words *reasonable time* and recommended changing it to say *180 days and an extension of 180 days or as may be allowed by the Administrator upon a showing of good cause*. Mr. Tomy also suggested in the section A after the words *shall be*, to add the words *subject to remedies as set forth in Chapter 12 of this code*. And delete the rest of the sentence.

Ms. McFann referred to Section 8.3.5.B in the first sentence and recommended changing City Administrator to *Code Administrator*.

PC agreed to delete all information after Section 8.3.5.B to the end of the section (on pages 10-12).

Section 8.4 Archeological Impact Assessment – no changes.

PC agreed in Section 8.5.1 to delete the word *small in the title* and add after the title *Wind Energy Systems* put *The installation of any wind energy systems are prohibited*.

Section 8.5.2 Solar Energy Systems in the chart under Zoning District remove T1 and RMX. In the table #2 & #3 in the Zoning District put after all zones (*see A below*). Section 8.5.2.C – remove C & D.

Section 8.5.1 Food Production in the chart under Zoning District, change to *All Zones*.

Section 8.5.2 Food Production under Specifies, in the chart remove the sentence that says *In T3 zones, they may also be in the front, provided that they are well maintained*.

Section 8.5.3 Community Garden in the chart in the Zoning District put *All Zones*.

Section 8.5.4 Urban Farm in the chart in the Zoning District, change to *All Zones*.

Section 8.5.5 Green Roofs & Container Gardens in the chart in the Zoning District, change to *All Zones*.

Worksession ended at 4:41 pm.