A meeting of the **Design Review Board was held on January 10, 2013 at 2:00 p.m.** in the City Hall Planning Conference Room, 1911 Boundary Street. In attendance were Vice Chairman John Dickerson, Brian Franklin, David Karlyk, and Chuck Rushing and city staff Lauren Kelly.

Chairman Eric Brown was absent.

In accordance with the 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.

CALL TO ORDER
Vice Chairman Dickerson called the meeting to order at 2:00 p.m.

MINUTES
The minutes of the December 13, 2012 meeting were presented to the board for review. **Mr. Karlyk made a motion, second by Mr. Franklin, to approve the minutes as submitted. The motion passed unanimously.**

Parker's Convenience Store / Gas Station – 12 County Shed Road, Final Review
(13-01 DRB.1)
Applicant: Thomas & Hutton for The Parker Companies

Ms. Kelly said this is Parker's fourth DRB submittal, and the applicants brought revised drawings based on comments from previous meetings. In general, they were given positive feedback on the drawings, Ms. Kelly said. She enumerated elements of the staff report that might require DRB comment. There is a revision to the landscaping plan on the new road. There was previous discussion of the new road "having a different feeling than the driveway entrance into the gas station." Discussions with city staff and the landscape architect determined that the type of trees running along the driveway would be changed to live oak, and the trees along the road would be elm. Vice Chairman Dickerson asked if the DOT allowed live oaks now. Ms. Kelly said they're okay on a driveway, which is privately-owned. On the road, the trees will be elms.

Ms. Kelly said in regard to the sidewalks and the Rail Trail, there are sidewalks shown on the landscaping plan that are not shown on the site plan, so they requested that the plans be coordinated to be the same. Staff wanted to know if the applicant had considered connecting the sidewalk along Parris Island Gateway to the north side of the building where the arbor trellis is. There is not a lot of pedestrian access coming from the south, she said.

In regard to stormwater and drainage, Ms. Kelly said a revised plan showing a relocated pump station and a reconfigured drainage area will be presented at this meeting.

In regard to architecture, the improvements are good, Ms. Kelly said. Staff commented that on the trellis, and in discussion with the city's staff landscape architect, there is concern about the size, mass and scale of the trellis. There are suggestions about that and a question as to whether plants can grow on a metal trellis.

Ms. Kelly said another question was whether consideration had been given to moving the ladder access to the roof.

The landscaping plan needs to be coordinated with the most updated architecture plan, Ms. Kelly said. The architectural drawings show trellises on the Parris Island Gateway side of the building which aren't depicted in the landscaping plan. There's also a door and sidewalk still showing on the Parris Island Gateway side in the landscaping plan that's not on the architectural plan.

There's a list at the end of the staff report of nine things that are missing that will be required for final submittal, Ms. Kelly said, and she's spoken with the engineer; they know what is missing and will discuss those things at the meeting.

Kevin Smith said they have a revised landscaping plan, but it sounds like they need to coordinate the sidewalks still. They have a revised lighting plan and cut sheets, but they saw a comment about LED lights and were told that they could only use incandescent. **Greg Parker** asked if they were not allowed to use LED. Ms. Kelly said according to the ordinance, they are not. **John Binder** said LED is directed down and is the future of lighting. Mr. Parker said most people ask for it to be used. It could maybe be a board decision, Ms. Kelly said, "since it's such a minor thing." Mr. Parker joked that it's "a lot more expensive."

Mr. Smith said he has a revised plan to share. The pump station was shifted. Mr. Smith said the building was to be rotated 90 degrees to be a street front building. This isn't shown yet and he asked if it needed to be shown on the master plan. Ms. Kelly said they could show it on the final.

They have sidewalks by Parris Island Gateway, but there's a 2.5 – 3' drop in elevation there, Mr. Smith said. It's a steep connection. Everything else that has been discussed has been prepared in accordance with those discussions, Mr. Smith said. They did try to separate the street hierarchy with a brick ribbon and landscaping.

Mr. Parker asked about the question on the sidewalk and the elevation drop. Mr. Karlyk suggested steps or stairs in the sidewalk. Vice Chairman Dickerson suggested "a sort of deck that goes over the swale." Mr. Smith said it's a pure elevation difference, not a swale. Part of the problem is that the Rail Trail is a little bit higher, he said. Mr. Parker said they can just connect the sidewalk. Mr. Smith said that they can, but it will be steep. Mr. Karlyk said it will improve pedestrian access to the building, and he explained how. Vice Chairman Dickerson asked if the applicants were doing the Rail Trail portion initially or if it's "being postponed until an appropriate time." Mr. Smith said that's his understanding (postponement). Vice Chairman Dickerson said that they don't have a connection from the Rail Trail back because it's not going to be there yet.

Mr. Smith said other site issues have been taken care of. The traffic impact study has been submitted and re-submitted. Ms. Kelly said it's under review right now. Mr. Smith said on

Highway 21, they need to flesh out the approvals needed for Highway 21 access. The owner's representative has discussed this with **Dean Moss** and **Gary Kubic**, Mr. Smith said, and "it sounds like the county might be stepping aside on this," so when there's something in writing, BJWSA will submit the encroachment permit to DOT for Highway 21 access.

Mr. Smith said the PATH Foundation hasn't given approval but the Friends of the Rail Trail have given approval. He asked Ms. Kelly if the city needs PATH Foundation approval. Ms. Kelly said if the county requires that, they will need to provide it. Mr. Smith said the county is stepping aside. Ms. Kelly said as long as it's coordinated, it's good.

Mr. Parker asked if they needed the city's approval before going to the DOT. Mr. Smith said the DOT wants to make sure they're not stepping on anyone's toes, especially with the intergovernmental relationship, so they need something in writing from the county to recuse themselves from review of this. When that's obtained, "things start moving a lot quicker than they have been." Vice Chairman Dickerson summarized by saying that the city is fine as long as all the appropriate entities are being coordinated, and if the county steps back on this issue, this goes away as a city issue at that point. Mr. Smith said that's correct.

Mr. Karlyk said, looking at access, it appears they have two curb cuts on the opposite side of US 21. He asked Mr. Smith if they will "have to relocate [the access off of Highway 21] to line up with those." Mr. Smith replied that those are driveways, and they are creating a road. DOT may come back and say to shift it one way or the other, Mr. Smith said: There's no way of knowing that that won't change in the future.

In regard to stormwater drainage, they have reduced the size of infiltration to allow for "that building along the frontage of that corner [of County Shed Rd. and the New Road]" and added some in the back. Parking is good, he said, and the dumpster screening details are being submitted. The vending machines are not outside, other than propane tanks. Mr. Karlyk explained why they didn't allow vending machines visible from public right-of-way.

In regard to architecture, **Bob Poticmy** said that for screening, they were given distances of 1100' away in one direction and 600' and 650' in other directions. He indicated the sight lines and said that they had had to add 8" to the parapet height. He said the mechanical units are all below the sight lines now.

Mr. Poticmy said there are two main AC units behind the main parapet; there are approximately 8 or 9 altogether on the roof in the center of the building. He showed photos to the board of another store's units on its building. Ms. Kelly asked the highest point any AC unit sticks up above the parapet because the ordinance requirement is that the units are not visible at all, and Mr. Poticmy said about 6". Mr. Binder said they won't be seen. Mr. Poticmy said "the study is based on looking up." Ms. Kelly said they would need a roof plan, and Mr. Poticmy said it would be submitted with the construction documents.

Michael Brock said he'd spoken to **Liza Hill**, and "they have no problems with the plans." It doesn't add the sidewalk on Parris Island Gateway, but he took off the door and showed continuous landscaping along the back with about a 10' planting bed. Ms. Kelly said Ms. Hill has looked at all the trees on the site, and she "was comfortable that it is being handled." Mr. Karlyk said they are taking down a 26" magnolia and another large tree. Mr. Brock said that's "on the future plan." Mr. Smith said the trees "will be wiped out eventually anyway" because of the street front. Mr. Brock said two trees were added per Ms. Hill. Mr. Franklin said they appear to be taking out the trees because they will have to be cut down later if a road is put in. Mr. Brock said it's an open space if the road never happens, and it "looks kind of silly." Mr. Karlyk said he'd like to see the magnolias and the 14 - 15" trees remain until there's a building there. Mr. Parker said that's okay with him.

Mr. Brock said the landscaping plan doesn't show the trellises; they won't get a lot of sun and may not do well, and they are going to use shrubs in combination. On the east side, they might be able to do something. Mr. Brock said Ms. Hill had said two trellises on one side wouldn't get enough sun and won't look good, so she suggested the shrubs or a combination.

Mr. Smith said in regard to the sidewalk, it needs to be ADA accessible; it "would need to come in the other way." If it is going to a public right-of-way, ADA accessibility is required, and he'll check into that in the ordinance to see. There was general discussion about how this could be handled to meet the ADA compliance. Vice Chairman Dickerson said the sidewalks that make sense relative to code will be done.

Staff wants the trellis [on the north] to be bulked up, Mr. Brock said, and Mr. Poticmy said they will see what they can do, but they don't want them to be too big. He said they will coordinate it and "make the rafters closer or put in smaller ones." Mr. Brock said trellises will be metal and Charleston green so they will be hidden. Mr. Parker said a plant could burn on a green metal trellis. Vice Chairman Dickerson agreed that dark metal would get hot. Mr. Poticmy said they chose metal for maintenance. Mr. Parker said to do something as close as possible to the sandstone color and it would look better. Mr. Poticmy said they can do that.

Mr. Smith showed an updated lighting plan. He asked again about the LED lighting. Mr. Smith said it's better directed, and Mr. Parker commented that most communities want to use LED, so he's surprised it might not be in the ordinance. Vice Chairman Dickerson said the board is fine with LEDs.

Mr. Smith indicated where gooseneck lights would be on the face of the building. Light pole height was noted, and it will be 25' maximum and in the cut sheets as well, Mr. Smith said. There was a discussion about concrete light poles as opposed to metal to avoid weather damage. Mr. Parker said he doesn't like the way they look but many people are asking for them. It was decided that the metal would look better and would be used.

Ms. Kelly said there had been discussion about the gas canopy among staff, as the Gas Station Design Guidelines in the ordinance recommend pitched roof canopies. Staff said they want the

board to weigh in on it. Vice Chairman Dickerson asked for an elevation of the canopy. Mr. Parker indicated with photos two different designs that they typically use, and the board members looked at them. The board agreed on the articulated flat canopy.
Mr. Binder said in regard to signs that they propose shared signs and some solo signs between the Parker's tract and the Stewart-Trask tract. Ms. Kelly indicated the free-standing and on-store signs. Mr. Binder said they went through the ordinance, and there are 25% increases allowable with shared signs. They are on three roads, and they agreed with the current landowner on a sign plan and will have an easement agreement between them. Mr. Binder said the signs at the entry road will require additional easement work. Ms. Kelly said they were preparing a written narrative about signs, and she had sent an example to **Mr. Rusty Wallace**.

Ms. Kelly said some gas stations have examples of bad LED signs, and she invited the applicants to submit examples of *good* ones, and then she could bring it up as a possible change to the ordinance. Mr. Parker said they should consider amending the ordinance because many other communities are using LEDs now.

Mr. Karlyk asked, on the architecture, if the ladder was a code requirement. Mr. Poticmy said he thinks so, and they started putting them on all the stores for HVAC repair people. It has to conform to OSHA regulations. It can be moved to the side by the dumpsters, he said.

Mr. Karlyk asked what the downspouts are made of. Mr. Poticmy said they are aluminum, and they match the cast stone. Mr. Parker said they would look better in the brick color, and it was agreed that they would do that.

Vice Chairman Dickerson reviewed the staff recommendations to see what had been accomplished. There was a discussion of what the LED price signs look like. Mr. Binder said the internal illumination is bright, and he thinks that they "can get something tasteful in LED." Ms. Kelly said it will require an ordinance amendment, so they can try to amend that at some point.

Mr. Karlyk made a motion for final approval contingent on shifting the ladder; a different color on downspouts; consistency in plans; a sidewalk connection to Parris Island Gateway; an elevation view of the canopy with the articulated edges as discussed; saving the trees alongside the roads; an update of the dumpster enclosure to show side pedestrian access; use of approved LED bulbs. Mr. Franklin seconded the motion. The motion passed unanimously.

UPDATE ON FORM-BASED CODE

Vice Chairman Dickerson said that the committee had had its "first really good meeting." They did the big overview of "what form-based code is about, why they are doing it, and where they are going." They also revised the process by which they are reviewing the articles. The big process change is that all the articles are published online so the members of the committee can go in and make comments or edits. He expects this will dramatically improve the efficiency of the committee. Each of the members of the commission's comments "are all rolled in on the

site" and then the Office of Civic Investment will synthesize them and have a majority opinion and a dissenting opinion.

Vice Chairman Dickerson said the committee can only *comment* to the Office of Civic Investment and council; they cannot vote. He said maps were given to the committee to show that the individual lots on the edges will have their own code.

Other big issues are trying to reduce the size of the code from 500 pages and making it cleaner, more succinct, and easier to read. The Office of Civic Investment is doing this right now, Vice Chairman Dickerson said.

Mr. Franklin asked if the form-based code will be all-encompassing for the city or different for different areas. Vice Chairman Dickerson described the different transect zones and said that each zone has a code specific to it. Vice Chairman Dickerson said there's a major different between what the City of Beaufort is doing and what the county and Town of Port Royal are doing. Others are looking at building type, but the city "is putting it all under architectural design." Wherever possible they want to have consistent terminology in all three jurisdictions, Vice Chairman Dickerson said, but there will be minor differences. The Historic District, for example is different in the city because the county doesn't have a large Historic District and Beaufort does. Mr. Franklin asked if the plan was to take form-based code to different neighborhoods in the city as well as the different zones. Vice Chairman Dickerson said yes; in downtown Beaufort, there is core commercial, and the new use tables will be much more extensive. Vice Chairman Dickerson said Milner will be fully integrated in the code in the Historic District.

Ms. Kelly said the boundaries of the zoning areas are similar to the existing code, but there are fewer zoning districts. There isn't a 1-1 swap, though. She explained the differences between T3-S and T3-N, for example. Vice Chairman Dickerson said that they are looking carefully at the positioning of a building on a lot. Vice Chairman Dickerson said he feels these changes will greatly improve the process and briefly reviewed the current packet. He said they are going to two meetings a month now.

There being no further business to come before the board, the meeting was adjourned at 3:32 pm.