

**City of Beaufort Department of Planning & Development Services
DESIGN REVIEW BOARD (DRB) APPLICATION FORM**

Important: Building Permit Applications must include a copy of the stamped plans

Fees – Office Use Only

- Board review **\$200** per meeting
- Staff review \$ 50
- Special Meeting \$500

***Post Facto applications shall be twice the normal fee**

Please TYPE or PRINT legibly

Date of Submittal: _____ **Design Review Board Meeting Date:** _____

Project Name: _____

Project Address: _____

Property Zoning: _____

Tax Map/Parcel No. _____

Project Developer: _____

Address: _____

Phone/Fax/Email: _____

Project Consultant: _____

Phone/Fax/Email: _____

Address: _____

Property Owner: _____

Address: _____

Owner's Signature Owner's Name (Please Print) Date

NOTE: If the developer is not the property owner, the owner must sign the application or provide a letter stating approval of the plan being submitted. Owner's signature required prior to final approval.

DESIGN REVIEW BOARD PROJECT REVIEW

- CONCEPTUAL REVIEW
- PRELIMINARY REVIEW
- FINAL REVIEW

STAFF PROJECT REVIEW

- CONCEPTUAL
- PRELIMINARY
- FINAL
- Non-Corridor (See Page #6)

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application? ____ Yes ____ No

To the best of my knowledge, the information on this application and all additional documentation is true, factual and complete. I hereby agree to abide by all conditions of any approvals granted by the City of Beaufort. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.



Developer's Signature Developer's Name (Please Print) Date

DESIGN REVIEW BOARD (DRB) APPLICATION FORM

✓ Project Narrative ✓

Project Name: _____

Provide a **Project Narrative**. (Please attach additional sheets if needed)

Please see attached narrative.

Property Size in Acres: _____

Proposed Building Use: _____

Building Square Feet: _____

Number of Parking Spaces Required: _____ Number of Parking Spaces Provided _____

Is the project a redevelopment project? Yes If yes, has 25% parking reduction been taken? No

Are there existing buildings on site? _____ Will existing buildings remain or be removed? _____

APPLICATION SUBMITTAL REQUIREMENTS:

→ Board Review: 8 hardcopies of all documents + a digital copy must be filed by 12:00 noon on the deadline date.
Staff Review: 3 hardcopies of all documents are required to be submitted.

CONTACT INFORMATION:

Attention: Julie A. Bachety, Administrative Assistant I
City of Beaufort Department of Planning & Development Services
1911 Boundary Street
Beaufort, South Carolina 29902
Phone: (843) 525-7011 / Fax: (843) 986-5606
E-Mail: jbachety@cityofbeaufort.org
Website: www.cityofbeaufort.org

**CITY OF BEAUFORT
DESIGN REVIEW BOARD
Staff Report
Meeting of February 11, 2016**

Case Number: 16-03 DRB.1
Project: Harris Teeter Gas Station on Lady's Island
Property Address: 169 Sea Island Pkwy. – NW Corner of Hwy 21 & Sam's Pt. Way
Parcel #: R200 015 000 0606 0000
Potential Zoning: General Commercial
Potential Design District: Lady's Island Village Center Design District
Type of Review: **Conceptual Review – New Construction**

Request:

The applicant is requesting to construct a new 12-pump gas station with an 850 SF convenience Store. This is proposed to be done in conjunction with the adjacent Harris Teeter

Background:

This project has not come to the DRB previously. The parcel is in the county and would have to be annexed and rezoned. Staff is speculating, with this review, that it would be rezoned to General Commercial to match the surrounding context.

Zoning Issues:

This property is zoned General Commercial (GC) and is in the Lady's Island Village Center Design District.

Setbacks:

| | |
|---------------|----------------------------|
| Front Setback | 6'-12' Front Build-to Line |
| Side: | 0' |
| Rear: | 15' |

| | |
|---------------------|---|
| Percent Impervious: | 75% because it is a redevelopment project |
| Building Height: | 50' |

Fuel Sales are permitted by Special Exception in this zoning district and are subject to eh standards found in Section 5.3.D.10 (attached).

Applicable Guidelines:

- The Design District Standards in Section 6.6 of the UDO apply to this project. Specific to Lady's Island Village Center is:
 - The maximum height of any wall built at the front build-to line is 35'. The building can go up to 50' as it steps back from the build-to line.
 - A usable entrance is required on Sea Island Parkway.
- The 2014 Civic Master Plan, p. 176-179 (attached) discusses this site. It recommends "creating a more connected and coherent pattern of circulation and reinforcing the streetscape with walkable development that defines a consistent street edge."

- This area of the city is intermingled with county property as well. In the County, this area is zoned Neighborhood Center T4-NC. The standards (attached) are as follows: Front setback/build-to: 0'-15'; street side setback/build-to 0'-10'; façade within the façade zone: 75% on the front, 50% on the side street. This is mentioned to give the DRB an idea of the standards for adjacent development since initially; the Lady's Island Village Center was developed jointly with the County. In their new development code, the county has continued the same intent as the Village Center.
- Section 5.3.D.10 of the UDO lists specific standards for this type of use in this district. Some design-based standards include: In new development, pumps should not be located between the building and the adjacent street, but instead be placed behind the building, although the DRB may permit pumps to be located to one side of the building based on unique site conditions including the presence of wide buffers. In such cases the pumps, including the canopy, shall not project further toward the street than the front line of the building.
- Gas Station Design Guidelines found in the Appendix of the UDO also apply (attached).

Staff Comments & Suggestions:

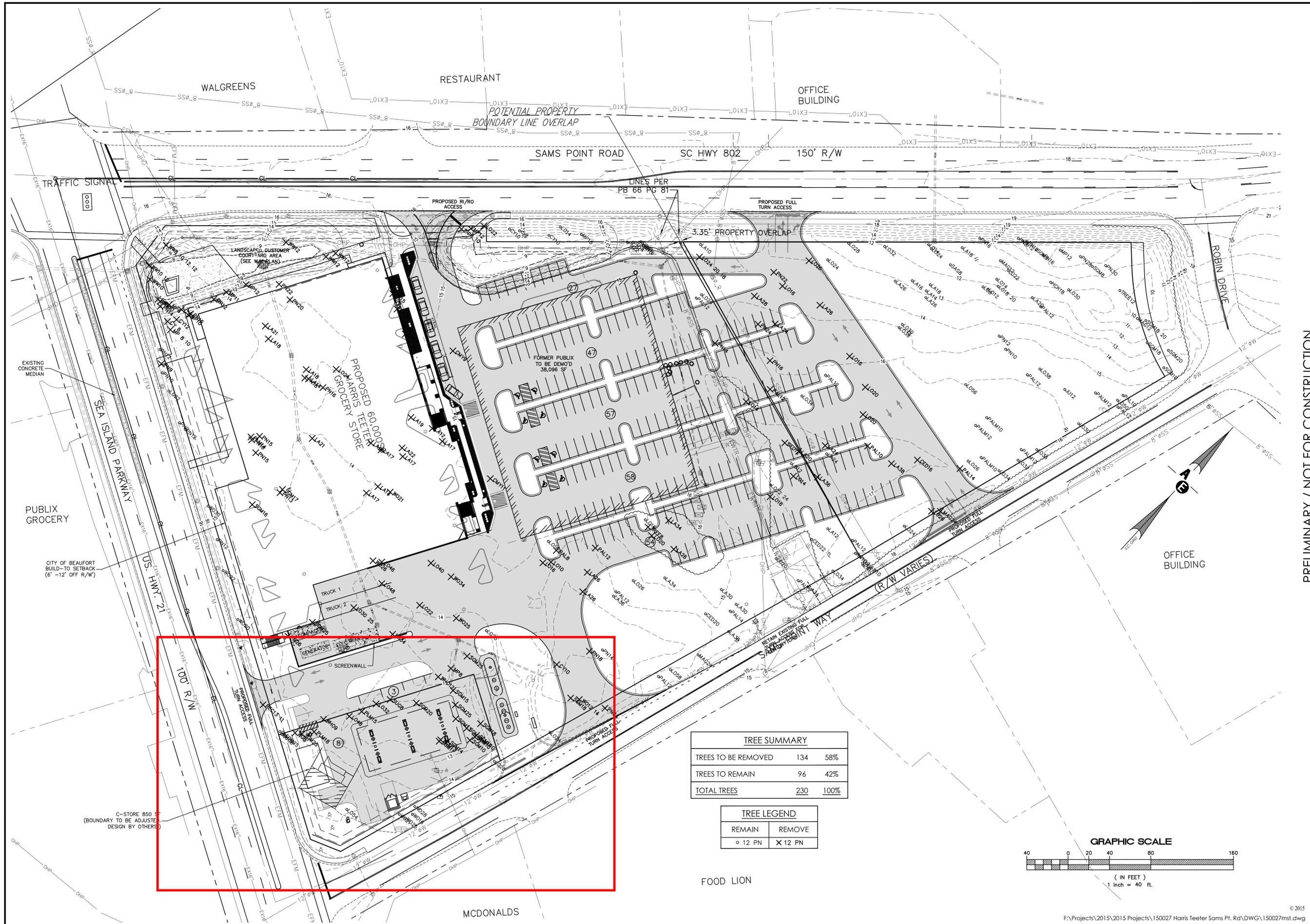
Architectural plans have not been provided for this building. A rendering should be presented by the applicant at the meeting.

- The general configuration of the convenience store along Sea Island Parkway and the gas pumps behind it complies with our ordinance. Please note that the building will need to have a usable entry along Sea Island Parkway.
- The width of the building compared to the width of the gas canopy complies with our ordinance
- Since this is a corner site, it may be good to consider shifting the building towards the corner.
- Item 7 under Site Design in the Gas Station Design Guidelines states “Provide significant architectural or landscape features at the corner on corner sites in order to address the public realm and enhance the streetscape.” This should be further thought through as the design progresses. There is a large, 54” Live Oak tree on this corner which may prevent development from encroaching much further towards the corner.
- The utilities that are located adjacent to Sam’s Point Way should be internalized. These include the propane cage, dumpster enclosure and vacuum.
- All entries and circulation will need to be coordinated with the final approved Harris Teeter design.
- A tree survey (surveying all trees 8” caliper and greater) and Certified Arborist Report (for any tree greater than 24” caliper) will be needed. The report should also address anything that may need to be done prior to construction (e.g. root pruning) to maintain a healthy tree, and also should address the proximity of construction features to the root flare. Construction should be no closer than 1/3 of the caliper inches in feet to the leading edge of the root flare. For a 54” tree, no disturbance should be closer than 14.5’ to the leading edge of the root flare. This may require adjusting the curb cuts in that area.
- Parking – with regards to the parking, the DRB has been encouraging applicants to avoid having head-in parking along primary roadways. Is there any way to have the parking behind the building? Or if that’s not possible, it would be preferable to have them

fronting Sam's point Way instead of the major street Sea Island Parkway.

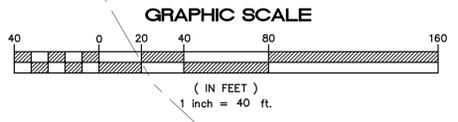
Staff Recommendation

Staff recommends that the DRB grant conceptual approval to the site plan for this gas station on the condition that the comments addressed by staff be taken into consideration at the next submission. Staff also suggests that the DRB recommend the ZBOA grant a Special Exception to permit this gas station.



| TREE SUMMARY | | | |
|---------------------|-----|------|--|
| TREES TO BE REMOVED | 134 | 58% | |
| TREES TO REMAIN | 96 | 42% | |
| TOTAL TREES | 230 | 100% | |

| TREE LEGEND | |
|-------------|---------|
| REMAIN | REMOVE |
| ○ 12 PN | ✕ 12 PN |



| PLAN REVISIONS | | |
|----------------|-------------|------|
| NO. | DESCRIPTION | DATE |
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |

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2712 Bull Street Suite A
Beaufort, SC 29902
843.379.2222
Fax 843.379.2223

Andrews Engineering & Surveying

Preliminary Site Plan
For
Harris Teeter
Hwy 21 and Hwy 802
Lady's Island
Beaufort County, SC

Existing and Proposed Site
Plan Overlay

Date Drawn: 08/12/15
Last Revised: 01/22/16
Drawn By: RL
Engineer: SA

SHEET #:
3

JOB: 150027

PRELIMINARY / NOT FOR CONSTRUCTION

City of Beaufort Zoning Board of Appeals
1911 Boundary Street
Beaufort, South Carolina 29902
Phone (843) 525-7011, Fax (843) 986-5606
E-Mail: jbachety@cityofbeaufort.org
***Revised September 12, 2014**

| |
|--------------------------|
| Application Fee \$300 |
|--------------------------|

SPECIAL EXCEPTION APPLICATION

| | | |
|------------------------------------|----------------------|------------------------|
| OFFICE USE ONLY: Date Filed: _____ | Application #: _____ | Zoning District: _____ |
|------------------------------------|----------------------|------------------------|

Instructions

Entries must be printed or typewritten. If the application is on behalf of the property owner(s), all owners must sign. If the applicant is not the owner, the owner(s) must sign the Designation of Agent (below).

Submittal Requirements

1. A legal survey of the property. 2. An accurate, legible site plan showing the north arrow, dimensions, and locations of all existing and proposed structures and any improvements relevant to the appeal such as trees, fences, power lines. Six copies of all plans are required. 3. Photograph(s) of the site.

APPLICANT(S): Andrews Engineering Co., Inc.
Address: 2712 Bull St. Suite "A", Beaufort, SC 29902
Telephone: 843-379-2222 [day] 843-379-2223 [fax]
E-mail: ryan@andrews-sc.com

OWNER(S) if other than Applicant(s): Peter Meletis
Address: 1007 Briarcliff Rd, Mooresville, NC 28115
Telephone: _____ [day] _____ [fax]

PROPERTY STREET ADDRESS: 163 Sea Island Pkwy, Beaufort, SC 29907
Tax Map No.: R200 015 000 0606 0000
Parcel No.: _____

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application?
 Yes No

DESIGNATION OF AGENT [complete only if owner is not applicant]:
I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this application.
Date: _____ Owner's Signature: _____

I (We) certify that the information in this application is correct.
Date: _____ Applicant's Signature: 

City of Beaufort Zoning Board of Appeals
1911 Boundary Street
Beaufort, South Carolina 29902
Phone: (843) 525-7011, Fax: (834) 986-5606
E-Mail: jbachety@cityofbeaufort.org

***Revised September 12, 2014**

APPLICATION FOR SPECIAL EXCEPTION

Applicant hereby appeals to the Zoning Board of Appeals for a special exception for a (ex. Type 2 Home Occupation) Section 5.3.D.10- Fuel Sales

on property described on Page 1, which is permitted by special exception under the district regulation in Section 5.1 of the Unified Development Ordinance (UDO).

1. Applicant will meet the standards in Section 3.16.D of the UDO which are applicable to the proposed special exception in the following manner:

a. The proposed use is compatible with existing land uses in the surrounding area as follows: see attached supplemental sheets

b. The proposed site plan, circulation plan, and schematic architectural designs are harmonious with the character of the surrounding area in that: see attached supplemental sheets

c. The likely impact on public infrastructure such as roads, parking facilities, and water and sewer systems, and on public services such as police and fire protection and solid waste collection, and the ability of existing infrastructure and services to adequately service the proposed use without negatively impacting existing uses in the area and in the City are as follows: see attached supplemental sheets

d. The proposed use(s) and designs are in general conformity with the City's comprehensive Plan and any other plans officially adopted by the City in that: see attached supplemental sheets

e. The likely impact on public health and safety is as follows: see attached supplemental sheets

f. Potential creation of noise, lights, fumes, dust, smoke, vibration, fire hazard, or other injurious or obnoxious impacts is as follows: see attached supplemental sheets

[A site plan must be submitted]

Applicant hereby appeals to the Zoning Board of Appeals for a Special Exception for a Fuel Sales facility on property describe on Page 1, which is permitted by Special Exception under the district regulation in Section 5.1 of the Unified Development Ordinance (UDO).

Application for Special Exception Supplemental Sheet

1. Applicant will meet the standards in Section 3.16.D of the UDO which are applicable to the proposed Special Exception in the following manner:

a. The proposed use is compatible with existing land uses in the surrounding area as follows: **The proposed use for a fuel station is compatible because there is no adjoining residential use.**

b. The proposed site plan, circulation plan, and schematic architectural designs are harmonious with the character of the surrounding area in that: **The fuel station is being designed concurrently with the grocery store on the adjoining property. The fuel station will have access from Sam's Point Way and the shared access way between the grocery store and the fuel station off of Sea Island Parkway. The design provides sufficient circulation.**

c. The likely impact on public infrastructure such as roads, parking facilities, and water and sewer systems, and on public services such as police and fire protection and solid waste collection, and the ability of existing infrastructure and services to adequately service the proposed use without negatively impacting existing uses in the area and in the City are as follows: **There will be no increased impact on public infrastructure. The property was a fuel station from 1955 until recently. It is currently developed and used as a commercial office space. The redevelopment of the property will have no negative impact on existing uses in the area.**

d. The proposed use(s) and designs are in general conformity with the City's comprehensive Plan and any other plans officially adopted by the City in that: **The proposed use does not conflict with the Comprehensive Plan or any other City plan.**

e. The likely impact on public health and safety is as follows: **There will be no impact on public health and safety.**

f. Potential creation of noise, lights, fumes, dust, smoke, vibration, fire hazard, or other injurious or obnoxious impacts is as follows: **The proposed fuel station will have appropriately designed elements to minimize impacts from light, fumes or other impacts including meeting all of the safety requirements of State and Federal regulations.**

In addition to meeing the standards of Section 3.16.D of the UDO, the applicant meets the conditions set forth in Section 5.3.10 **Fuel Sales in** in the following manner:

a. Parking and/or service areas shall be separated from adjoining residential properties by a suitable planting screen, fence or wall at least six feet in height; **There are no adjoining residential properties.**

b. No open storage of any type, including the overnight storage of vehicles, shall occur in conjunction with the operation; **No garage or other storage facility is provided on the proposed site.**

c. No more than two Fuel Sales facilities are permitted at an intersection of any Arterial Street (Section 7.2.B). Nor more than one Fuel Sales facility is permitted at the intersection of other streets. **The site is located at the intersection of a Sam's Point Way and Sea Island Parkway. The proposed Fuel Station will be the only fuel sales facility at this intersection.**

d. In new development, pumps should not be located between the building and the adjacent street, but instead be placed behind the building, although the Design Review Board may permit pumps to be located to one side of the building based on unique site conditions including the presence of wide buffers. In such cases, the pumps, including the canopy, shall not project further toward the street than the front line of the building. **The pumps are placed behind the building and not between the building and the adjacent street.**

e. No signs shall be located on any canopy over the pumps. **No signs are proposed on the canopy over the pumps.**

f. Any freestanding light fixtures shall be reduced in height to fifteen feet if the use adjoins a residential district or residential use. **The use does not adjoin a residential district or a residential use.**

g. Any service bay doors shall not be oriented toward any public right-of-way. **There are no service bay doors in the proposed plan.**

h. Fuel sales are subject to the general Design District standards set out in Section 6.6 and the specific Gas Station Design Guidelines set out in the Appendix. **The proposed plan meets or will meet the design standards of Section 6.6.**

A site plan has been attached.