

**BEAUFORT–PORT ROYAL
METROPOLITAN PLANNING COMMISSION**

AGENDA

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

Monday, February 16, 2015, 5:30 P.M.

City Hall Council Chambers, 1911 Boundary Street, Beaufort, SC

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."

The commission may alter the order of items on the agenda to address those of most interest to the public in attendance first. Also, in an effort to ensure that all interested persons are given the opportunity to speak on every case, a two (2) minute time limit on public comment will be in effect. Individuals wishing to speak during the hearing will be asked to sign up in advance, and will be recognized by the Chairman during the public comment section of the hearing.

- I. Call to Order:**
- II. Pledge of Allegiance:**
- III. Review Commission Meeting Minutes:**
 - A. Minutes of the January 12, 2015 Meeting**
 - B. Minutes of December 15, 2014 Meeting**
 - C. Minutes of November 17, 2014 Meeting**
- IV. Review of Projects for the Town of Port Royal:**
 - A. Town of Port Royal – Annexation. Annex 11.92 acres at Shell Point Road and Savannah Highway. The property is 19 parcels and is further identified as District 100, Map 33A, Parcels 22, 26, 27, 53, 54, 55, 56, 61, 122, 163, 164, 165, 166, 167, 168, 169, 170, 171, and 172. The applicant is Shell Point Investments, LLC. Also annex 4003 Hickory Street, a 0.04 acre parcel owned by the Town of Port Royal, described as District 100, Map 33A, Parcel 23.**
 - B. Town of Port Royal – Zoning Request. Zone 11.92 acres at Shell Point Road and Savannah Highway. The property is 19 parcels and is further identified as District 100, Map 33A, Parcels 22, 26, 27, 53, 54, 55, 56, 61, 122, 163, 164, 165, 166, 167, 168, 169, 170, 171, and 172 and 4003 Hickory Street, a 0.04 acre parcel owned by the Town of Port Royal, described as District 100, Map 33A, Parcel 23. The requested zoning designation is T4 Neighborhood Center and T3 Neighborhood.**
 - C. Town of Port Royal – Comprehensive Plan Update. Adopt The Town of Port Royal Comprehensive Plan Update 2014**
 - D. Council Update**

V. Review of Projects for the City of Beaufort:

- A. City of Beaufort – Subdivision Review.** Review of preliminary plat for City Walk, a new 47-Lot subdivision located off Huguenin Drive in the West End Neighborhood. Applicant: East-West Communities.
- B. City of Beaufort – Street Name.** Naming two new streets in the proposed City Walk subdivision, City Walk Way” and “Creek's End Lane.” Applicant: East-West Communities.
- C. City of Beaufort – Annexation and Rezoning.** Annexation and rezoning of property located at 810 Roseida Road, identified as R100 025 000 012C 0000. The existing zoning is S1 Industrial. The proposed zoning is Highway Commercial District. Applicant: Gregory Parker.
- D. City of Beaufort – Rezoning.** Rezoning of property located at 2402 Allison Road, identified as R120 005 000 0265 0000. The existing zoning is R-2 Medium Density Single-Family Residential District. The proposed zoning is Office Commercial District. Applicant: Albert Smith.
- E. City of Beaufort – Subdivision Review.** Conceptual review of a new 76-lot subdivision located on Lady’s Island at the corner of Sea Island Parkway and Meridian Road to be named Whitehall Park.
- F. Council Update**

VI. Review of Projects for the County of Beaufort:

- A. No Projects.**

VII. Discussion:

VIII. Adjournment

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

A meeting of the Beaufort-Port Royal Metropolitan Planning Commission was held on **January 12, 2015 at 5:30 p.m.** in council chambers of the Beaufort Municipal Complex, 1911 Boundary Street. In attendance were Chairman Joe DeVito and Commissioners James Crower and Robert Semmler, City of Beaufort planner Libby Anderson, and Town of Port Royal planner Linda Bridges. Bill Harris 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

Chairman DeVito called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

MINUTES

Commissioner Crower made a motion, second by Commissioner Semmler, to table approval of the minutes of the December 15, 2014 meeting because they were not sent to the commission in time for them to read through. The motion to table passed unanimously.

REVIEW OF PROJECTS FOR THE TOWN OF PORT ROYAL

Town of Port Royal – Text Amendment

Amend The Port Royal Code, Article 4, Section 4.1.30, the Principal Use Table, to add a new item, Radio and Television Transmission Towers

Ms. Bridges said the applicant and his rep, **David Tedder**, are present. This amendment to the Port Royal Code will allow radio and TV transmission towers. The language will establish conditions for new towers and for the expansion of existing towers and tower farms. Ms. Bridges said she had given a second version of the ordinance to the commission. The second document was overlooked in Article 4 when the first document was drafted. They changed the Use Table but did not provide a succinct definition of 4.1.4, so that's added to the second document.

Ms. Bridges said they are trying to craft ordinance language that will amend the code that will allow things they already have within their boundaries – TV and radio transmission towers. It's hoped the applicant has enough information with the crafted code amendment to "tamp down a proliferation of these facilities" but allow an amount that will serve the communities.

Chairman DeVito asked if all the existing ones are on sites of 6 acres and meet that minimum requirement. Ms. Bridges said that's correct. Commissioner Semmler asked why it says twice that it needs to be on six acres; he asked if it was meant to ensure that people didn't miss it. Ms. Bridges said she thought it was fine to repeat it. She said

“towers” may be used for both a singular tower, or the word may define a “farm,” which has more than one tower. In the existing situation, they have a farm. It’s right on Parris Island Gateway. Ms. Bridges said it could continue to be there. She offered its history and said its use can continue because it was grandfathered in. They discussed cell phone towers in the code review, and that was why Item 6 in the Use Table was purposefully left blank; they have enough cell towers. These are different. In the industry, the definitions are different; there are different requirements for TV and radio transmission towers. In the ordinance language that was brought forward, a cell phone antenna would be allowed if the technology allows it to happen. They have been doing this regionally in regard to co-location. Ms. Bridges said if they can encourage companies to co-locate with other providers, the community is better off.

Commissioner Crower said Ms. Bridges had mentioned the balancing of the number of towers and their usefulness and he asked for more explanation. Ms. Bridges said they wanted to allow them if necessary, but they wanted to take a look at the distance they are from one another, making the conditions such that “they can’t spring up on every corner.” They wanted a large enough piece of land not to be in the urban fabric of the community in the T3 zones, for example. The co-location for different businesses’ towers keeps more infrastructure from springing up rather than using the infrastructure that is already in their mix. Commissioner Crower asked who decides when a new tower is necessary. Ms. Bridges said the industry itself does.

Mr. Tedder said Ms. Bridges had done “a good job of encapsulating this matter.” There are more towers than there used to be, and they’re consolidated in one area. He went to the state municipal attorneys for a template, and there’s no ordinance, he said. Mt. Pleasant has one outside it. Colleton County has one, too, but there’s no industry standard. He conglomerated better standards for a tower through research. He described what standards he had built into this text amendment.

Chairman DeVito asked him about the difference between the local code and FAA standards on tower height, and he wanted to know if Mr. Tedder was comfortable with the way it was worded, should the occasion arise where it need to be defended, and Mr. Tedder said he was. He went on to explain what a tower farm is and said they had tried to ensure that everything a permitter would want to see on the site was there.

Commissioner Semmler said of the paragraph in regard to towers requiring FAA and FCC licenses that he’s concerned that someone could put up a tower that meets these requirements but could be a problem for the MCAS. Mr. Tedder said the MCAS is a necessary part of the federal process. **Commissioner Semmler made a motion to accept the more recent version of the code as submitted. Commissioner Crower seconded the motion. The motion passed unanimously.**

COUNCIL UPDATE

Ms. Bridges said the Port Royal council meeting is this week, so she didn't have an update.

REVIEW OF PROJECTS FOR THE CITY OF BEAUFORT

City of Beaufort – Subdivision Review

Conceptual review of new 47-lot subdivision, City Walk, located off Huguenin Drive in the West End neighborhood

Applicant: East-West Communities

Ms. Anderson said this is a major subdivision plat. The Planning Commission must approve the preliminary plat for new major subdivisions. In the city's code, a major subdivision is one with six or more lots or a new street. The Planning Commission also has the authority to waive or a very certain subdivision requirements in the code such as sidewalk installation and tree planting.

East-West Communities is proposing a 47-lot development on 12 acres in the West End neighborhood of the city. She showed the site location on an overhead projector. Its north of the Woodlawn subdivision (Oaklawn, Water and Tidal Streets). The property has about 1200' of frontage on Battery Creek. A "cluster subdivision" is proposed, a conditional use, which needs no rezoning or variances and is "permitted administratively...through the subdivision process." The lot sizes and widths can be varied in return for the preservation of open space. Staff feels this is ideal for the Battery Creek frontage.

Ms. Anderson showed the 2004 Master Plan and said they were hoping even then to preserve the waterfront there. In the Boundary Street master plan, she showed the property and said the intent then was also that it be preserved as open space. Most recently, in the Civic Master Plan, the periphery of the Battery Creek Basin is designated as a multi-purpose path. The property is a good candidate for a cluster subdivision.

Ms. Anderson said the applicant requested a two-step process. The first step is a review of a conceptual plan of the subdivision at this meeting. They would like the endorsement of variations from typical subdivision standards in the city. The second and final step is review and approval of the preliminary plat, open space plan, street regulating plan, and a street tree-planting plan. The commission will also approve the names of two new streets.

Access would be from Water Street and would connect to Huguenin and then back into North Street. There are 47 lots. The properties will be reordered with alley access, like in Midtown. She showed the 2 new streets. One is a dead end, and Ms. Anderson said the fire department is okay with that. The minimum open space requirement has been met for a cluster subdivision. There is a proposal to develop a pervious pathway on the

waterfront. There will be on-street parking on the new streets, which will be pervious. There's a 40' minimum right-of-way, and sidewalks are on one side of the street.

The Planning Commission can grant a waiver on some of the requirements of the subdivision ordinance, according to Ms. Anderson. They would like to have their variations considered and approved so they can proceed with the preliminary engineering for the next meeting.

- **Approval of the amount, type, and location of open space:** The master plan appears to meet the minimum requirements, Ms. Anderson said; the staff is happy with the type of open space being considered. However, they would like to implement the greenway, so staff recommends that the Planning Commission require a memorandum of understanding to be developed between the city and the developer to make the property accessible via a pathway easement where it connects to Park View Apartments, when it's ready to be developed. The apartments are likely to be redeveloped, and planners would like to be able to extend the greenway at the appropriate time.
- **Approval of sidewalks on only one side of Water Street and the unnamed loop street:** The Planning Commission can waive the both-sides requirement. Staff supports the waiver request.
- **Approval for no sidewalks on the 100' new street on the east side of the site**
- **Approval for no sidewalks on Huguenin Drive:** The applicant requested a waiver, but it's not in the commissions' packets. Staff supports this waiver if it is justified by preserving trees and grade changes, Ms. Anderson said.
- **Approval of 4' sidewalks (instead of 5' by ordinance):** Staff supports it if it's to preserve trees.
- **Approval of a 150' block** formed by new street on the east side: Blocks should be 300' by ordinance, but staff supports this request.
- **Approval of not extending the alley into Tidal Street:** Per the Unified Development Ordinance (UDO), staff recommends that it be extended to connect to Tidal Street. The Huguenin residents will have better access, if that's the case.
- **Approval of alleys with a 10' travel lane:** The UDO minimum width is 12'. Staff supports the request.

- **Waiver of street tree planting:** The UDO requires planting trees on both sides of new streets, but they only want to plant on the south side of Water Street, adjacent to the large open space. Staff recommends the waiver if they work with the certified arborist, and they get an arborist's report on the health of the trees.

Ms. Anderson said this is a conceptual approval, and they will have to come back for preliminary approval.

Jim Beckner, the applicant, is a principal with East-West communities. He said the primary reason for their 40 years of success is that "we continually ask ourselves if we would live there." He thinks the city should want this development because it will bring two years or more of benefit to:

- Builders, engineers, architects, etc.;
- Local custom builders, merchants like Grayco, and "the big guys" like Lowes;
- Mortgage lenders and bankers;
- Realtors – in commissions;
- The city – in the form of \$20 million on the tax rolls; and
- Families – who will not put a strain on the city system.

Mr. Beckner said the expectation is that residents will be a combination of people who already live here and retirees coming to Beaufort. They have been selling these people homes in Pinckney, he added.

Staff pulled out the Civic Master Plan, Mr. Beckner said, East-West Communities is happy to build the greenway and "to connect it to the major plan at some point...because it all makes sense." He said he had brought his support staff to answer questions.

Chairman DeVito asked Mr. Beckner why they don't connect Tidal Street to the alley. Mr. Beckner said they didn't put a lot of thought in it, and then when the city said they wanted it, he had no problem with that. Chairman DeVito asked if that would be acceptable when the apartment complex was redone, and Mr. Beckner said they "want that to happen." They will use it as marketing.

Ken Szarek, 2605 North Street, said he has questions about integration of this development into the neighborhood. There is a lot of fast traffic on North Street plus children now; adding this street will bring in more families, so he would prefer sidewalks on both sides all the way down and 4-way stop at Water and Tidal Street to let children walk across the street. The police are bringing down the mobile radar, but sidewalks will allow children to walk along North Street, which has heavy traffic and a crosswalk is needed for the children to cross safely. Commissioner Semmler asked Mr. Szarek whether he had been informed by the city that this development was to take place. Mr. Szarek said he had not been.

Chris Damgen said he is a City of Beaufort resident but does not live on North Street; however, because of his background in planning, he had come to the meeting to represent tenants and property owners on North Street at their request. Mr. Szarek had brought up the stop sign, Mr. Damgen said, and so would those he represents. He suggested it be at Water Street and/or Huguenin Drive. He asked if there was ever any plan to do a PUD. Ms. Anderson replied, "We are hoping to get away from those," adding that when a Form-Based Code is instituted, they can "maybe get away from it altogether." They prefer this to be a unique zoning ordinance rather than a PUD, she said. Mr. Damgen added that the run-off from 47 small lots could have an impact on Battery Creek.

Nigel Stroud, 2127 Oaklawn, said he feels the development "will be a positive." He's an architect. He said that the city didn't notify him, either, about this development or the Metropolitan Planning Commission meeting. He asked if a traffic study had been done because 47 homes and their cars "is a lot to add." The stop sign at Water Street sounds like a good idea to Mr. Stroud; he'd rather it be at Tidal because of its proximity to Ribaut Road. The mobile speed sign when it is in the neighborhood is "flashing all the time." The traffic light at North Street and Ribaut Road is "one of the longest (stop) lights I have ever seen in my life." Even the police avoid waiting for it. With 47 more houses and 2 cars per house, they are adding tremendous volume, he believes, and "this is a dynamic change." The lives of those who live on Oaklawn, where the new road is parallel to their property, will change. There should be some thought as to what happens along that line, Mr. Stroud feels. He asked about privacy fencing and if that kind of barrier has been anticipated.

Dawn Mathers, 2724 Oaklawn, asked for the developers to reconsider limiting the sidewalks because of where the school bus stop is located across North Street, and the route will not change. In regard to stop signs, Ms. Mathers said her house is across the street from the proposed alleyway, and she has 4 children. She feels the developers will need to control the speed of traffic between the street and the alley for the safety of the neighborhood's children.

Michelle Barker, an Oaklawn resident, asked, if all goes as scheduled, when construction and tree clearing might start. Her question was not answered.

James Hobbs, 2715 Oaklawn, feels that city services such as street repair, stormwater, etc. are being done poorly as of now, so he's concerned about the impact of 47 more units. Oaklawn was just repaved a couple weeks ago, Mr. Hobbs said, and "there are already puddles everywhere." The system for water distribution in the area is poor, so he's concerned that they are doing new construction when things already aren't working. Chairman DeVito said he would give Mr. Hobbs information about who to contact about these issues following the meeting.

Courtney Cadien, an Oaklawn resident, said she has a toddler who often plays in the street and where the proposed alley is, so she shares others' concerns about increased traffic. There need to be sidewalks and lines on the roads. Her current access to the waterfront is where the alley would be, so she asked how they would get to the water if that's developed. There's a lot of wildlife back there, Ms. Cadien added, and there should be concern about that. She said the speed limits are currently 30 mph, and she wondered if this new neighborhood might have lesser speed limits than that. She was told those sorts of questions would be answered later in the process.

Commissioner Semmler asked if the owners were to have been notified and if it need not be posted. Notification was not mandatory, Ms. Anderson said, because of the type of subdivision it is. This process is lacking resident participation, Commissioner Semmler said, and without it, it "will fail miserably," which would be a shame because he feels it is "a great development." In regard to the connection to the road, he walked the area for 2 hours and saw the wildlife and all the tree ties that a resident had referred to. He said he also has no idea what the ties' colors mean, and the three homeowners he had talked to "had no idea this was going on." There's a site there where people are living, and someone from a construction company was looking at it when he was.

Commissioner Semmler feels that they don't have enough information to give the approvals and waivers they are being asked to make. He made the following points based on his time on site:

- The area where the open space is planned is about 1.5 times the size of a lot on Oaklawn – which is to say it's "tiny" – and the road around it will take away the backyards and views of those residents on Oaklawn and "put cars there" instead. Commissioner Semmler suggested that maybe East-West Communities could adjust their plans somehow to remedy that.
- On lots 1, 2, and 3, it's stone water run off; that's the watershed for the area, and it should be protected.
- In regard to the alleyway that stops at the apartments and then another one comes through, Commissioner Semmler said he'd talked to someone with a brand new house next to the apartment who thinks the development sounds great, but he wants to know more about it.
- Everyone has said there is a need for a traffic study, Commissioner Semmler said, and asks if one has been done; he doesn't feel it has been.
- The repaved road has been widened, he noted, "and there's a big hole there." If the state's responsible for that road, then the city should help the residents get it fixed.

“This development could be really, really good,” Commissioner Semmler concluded, and if the developers are looking for conceptual approval, they need to let the residents know what’s going on.

Ms. Anderson said in regard to notification, since the development is permitted by right, no notification is required, but they do have contacts in the West End, one of whom was notified, and she “got the word out informally.” Also, Ms. Anderson said, she sends out the agendas for all city meetings weekly to the neighborhood association contacts – about 100 people.

Ms. Anderson said the city requires a traffic study for 50+ units, so one wasn’t required in this situation, which is planned for 47.

Commissioner Crower said he was bothered that people on the north side of Oaklawn will have a street in front of *and* behind their houses. Chairman DeVito agreed that something should be done about that.

Commissioner Crower said he’s in favor of tying the alley into Tidal Street. There was a discussion about Tidal Street and connectivity; Chairman DeVito agreed with Commissioner Crower on Tidal Street and said the original plan was laid out that way. He is struggling with the matter of the Huguenin sidewalk; he understands that the elevations are an issue, but there “might be a hybrid that could work.” He’s in support of the rest of the concept. The connection, the sidewalk, and the easement are his issues.

Commissioner Semmler said this is an opportunity for the city and the developer “to come through with something fantastic...and create something transparent.” Chairman DeVito said traffic came up a lot in the public’s comments, and he asked if the city could request a stop sign of DOT. Ms. Anderson said, “Absolutely.”

Mayor Billy Keyserling said that for the last 6 years, they have talked to DOT about North Street, Charles Street, etc. when people have asked for stop signs and speed bumps on streets that DOT owns and controls. Anything the Planning Commission could do, outside of this project, to lend its support in efforts to persuade DOT would help. “This has been an issue...for years,” he concluded. Ms. Cadien said she went to the DOT last year about traffic matters and had made some progress by getting 30 mph signs on Tidal and Water Streets. Chairman DeVito said, “Making the roads pedestrian-friendly is the key” and will take a community effort.

Chairman DeVito said the Planning Commission is to do a conceptual approval to send their comments to the developers. The Metropolitan Planning Commission wants the developers to look at the Tidal Street connection, the houses behind the houses on Oaklawn, and the Huguenin sidewalks; also, the commission needs to see more

information about stormwater. Commissioner Crower said he wanted to know more about “the block less than 300’ long.” He asked where it is and what the impact of it is. Chairman DeVito explained, saying it’s the 125’ that goes to the right and turns to the alley. When he was “part of the update to that,” it was “a block that had an entrance and an exit, not a dead end.” He doesn’t have an issue with this being less than 300’, he said. When they wrote that block, they wanted “blocks, squares, intersections – traditional city grids.”

Elizabeth Stroud asked if the green space would be passive, active, or a retention pond. Chairman DeVito said that it’s “something that should be addressed over time.” **Dan Keefer**, East-West Communities, said it would be active open space along Battery Creek with a pervious trail, and the space between lots 30 and 21 would “be left aside for retention...and to create an active space” as well. They will set it aside and determine what it is later, Mr. Keefer said. Mr. Keefer said on Water Street, they are proposing to connect the sidewalk to North Street. They have walkability, and the plan shows the existing sidewalk on North Street and the new one that’s off-site. That’s not required – it’s in addition to what the ordinance requires. In regard to Tidal Street, they like the connection, and it offers Huguenin Drive and North Street residents’ easy access on a pedestrian scale.

Mr. Keefer said in regard to the U-shaped road he pointed out the access points and said it would be as narrow as possible. They would like to dedicate the roads to the city, he said. Chairman DeVito said the state is not accepting roads.

Commissioner Semmler said in regard to the U-shaped road: all the homes that surround the 47 units they’re building are part of the community as well, not just those they develop. Mr. Keefer said they want to have pedestrian and vehicular connectivity. They “don’t want to fence off our neighbors.” Commissioner Semmler said East-West Communities should show that, and show that they are working with the *whole* community in the area. Chairman DeVito said this is a conceptual approval of the design with some suggestions. The developers need direction to move forward, and they are owed a vote.

Chairman DeVito made a motion for conceptual approval of the City Walk pre-application with suggestions to look at connectivity to the existing neighborhood (specifically Tidal Street), doing something on Huguenin Street in regard to the sidewalks, taking a close look at stormwater, and working out the U-shaped road and how it addresses the existing houses’ views. Commissioner Crower seconded the motion. The motion passed on a vote of 2–1, Commissioner Semmler opposed.

COUNCIL UPDATE

In regard to the proposed requirement for new residential development to be raised to 18” above grade, city council gave the ordinance change first reading, Ms. Anderson

said, but a number of concerns were expressed, so council had a work session. Now there will be a second reading the following evening with a scaled back version of the original proposal, with buildings needing to be elevated above grade only if they are located in a "bowl." Chairman DeVito asked if a number was discussed for this, and Ms. Anderson said no, because it would be problematic in certain areas, such as Cottage Farms. Chairman DeVito said, if you're below the road, you need to raise the building; if you're even with the road or above it, you don't, but he asked if they had determined a "number that is 'road plus something'." Ms. Anderson said no, and Chairman DeVito said that seems to leave "(you) open to a subjective interpretation."

Ms. Anderson said in regard to the Marsh Garden PUD, first reading on the revision was done at the December 9 council meeting.

In regard to the ordinance amendment in regard to short-term rentals, council had a public hearing, and there will be a workshop with the Zoning Board of Appeals, and Ms. Anderson said she'd send out a notice about it if members of the Metropolitan Planning Commission would like to attend it.

There being no further business to come before the commission, **Commissioner Semmler made a motion to adjourn. The motion passed unanimously**, and the meeting was adjourned at 7:00 p.m.

A meeting of the Beaufort-Port Royal Metropolitan Planning Commission was held on **December 15, 2014 at 5:30 p.m.** in council chambers of the Beaufort Municipal Complex, 1911 Boundary Street. In attendance were Chairman Joe DeVito and Commissioners James Crower, Alice Howard, Robert Semmler, and Bill Harris, City of Beaufort planner Libby Anderson, and Town of Port Royal planner Linda Bridges.

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

Chairman DeVito called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

MINUTES

Commissioner Crower made a motion, second by Commissioner Howard, to table approval of the minutes of the November 17, 2014 meeting because they were not sent to the commission. The motion to table passed unanimously.

REVIEW OF PROJECTS FOR THE TOWN OF PORT ROYAL

Town of Port Royal – Annexation

Annex 5.29 acres at 128 Castle Rock Road. The property is further identified as District 100, Map 28, Parcel 110 and District 100, Map31, Parcel 1.

Applicant is Gregory Cook, owner; Steve Mitchell is the owner's representative.

Ms. Bridges appraised the commission of two errors of which they needed to be aware. She showed the parcel on an overhead image. Before the adoption of the new code, the zoning was Suburban. Council adopted the new community code last week, so it may have changed, but may still be Suburban.

In regard to the annexation, Ms. Bridges said the Comprehensive Plan's Future Land Use map delineates where the Town of Port Royal has mapped out its growth boundaries. This property is within the growth boundary in the Comprehensive Plan. It is policy that annexation will be driven by the delivery of services. The parcels are served currently by BJWSA. The Burton fire department is the deliverer of emergency services to that area, and they will remain so. The town and the Burton fire department have an agreement for the town to pay the fire department in a formula that has grown as parcels are annexed.

The zoning map, Ms. Bridges said, shows where the town is relative to the property, which is salient to annexation. She described the developments and properties that surround this one under consideration and said much of the land around it is undeveloped. Police, garbage, recycling, lawn waste, and codes enforcement all go out as far as this parcel already.

Town of Port Royal – Zoning Request

Zone 5.29 acres at 128 Castle Rock Road - The property is further identified as District 100, Map 28, Parcel 110 and District 100, Map31, Parcel 1.

The requested zoning designation is T4 Neighborhood Center Open.

Applicant is Gregory Cook, owner; Steve Mitchell is the owner's representative.

The applicant has requested T4 Neighborhood Center Open. Ms. Bridges said the Comprehensive Plan and its Future Land Use map again gives guidance for the zoning designation. She showed where the parcel is on the Future Land Use map in an overhead projection. It's on the most "intense end of the spectrum." It's meant to be commercial, she said, and allows multi-family housing. She quoted from the code about the types of housing that are intended for this type of zoning. She listed those development codes that are regulated per use and development standards.

Ms. Bridges said T4 Neighborhood Center Open district answers the activity center prediction of the Future Land Use. There are no environmental issues on this property. Residents within 400' of the property received letters of notice.

There was no public comment. Commissioner Harris asked Ms. Bridges if there were a projection as to "how intense this gets." He referred to an area on the zoning map and asked if this is as intense as this area is expected to get, or if there were no definition. Ms. Bridges said the latter is true. Ms. Bridges said the Robert Smalls Parkway plan was the nucleus of many of these decisions after Robert Smalls Parkway was four-laned, which drove the planning. Commissioner Harris said there seems to be no break in the nodes.

Commissioner Semmler made a recommendation for approval of the annexation of the property at 128 Castle Rock Road. Commissioner Harris seconded. The motion passed unanimously.

Commissioner Crowder moved that the property at 128 Castle Rock Road be zoned T-4 Neighborhood Center Open. Commissioner Howard seconded. The motion passed unanimously.

Town of Port Royal – Text Amendment

Amend the Rose Island Planned Unit Development (PUD) to allow the subdivision of Lot 20 into 5 parcels. The property is also described as R110 012 000 0020 0000.

Ms. Bridges said this is a text amendment, not a rezoning. The property is going forward as a text amendment to the PUD. She reviewed with the commission the applicable paperwork in their packets. The applicant has done a good job, she said, providing the details of the text

amendment. They would amend the covenants in the highlighted areas. In regard to the Comprehensive Plan, there wasn't a lot of guidance. It's a unique property in that it is an unaccessed island, but it is a part of the town. She found reference to the Future Land Use map, which she said delineates it as an open space conservation area. The current situation may meet that definition. It's an area of "high environmental sensitivity," and development should be limited and done so with consideration of the environment and stormwater management. **Jeff Pinckney** is the owner's agent.

Commissioner Howard asked how much of this is wetlands. Commissioner Semmler said its 2 islands, not one. He said they can't be reached, and Commissioner Semmler said there is a caretaker's house. Ms. Bridges said there is, on Big Rose Island, and Mr. Pinckney said there's a barn. He said the text amendment affects the one lot, so it can be split up. This would affect only one lot. Commissioner Howard asked how many lots Little Rose Island would be divided into, and Mr. Pinckney said it is 1 now and would be 5. Chairman DeVito asked the size of the lots after the subdivision. Mr. Pinckney said the total is 8.07. "It won't be a big, huge house out there," he said. "It will be a step above a fish camp." Commissioner Semmler said it's a PUD now, and this loses the distinction of why it's a PUD. They need to look at the coastal conservation if they are going to do this. Commissioner Howard said if they do this, it would raise the value of it, and if it were placed on a conservation easement, it would raise the appraisal value if it weren't developed.

Reed Armstrong, Coastal Conservation League, has a number of concerns with the proposal. He submitted his comments for the record. He said the request is incomplete, and the burden of proving the need for the amendment is the applicant's, but it is not provided. The bridge or causeway of 1000' connecting the 8-acre island to Rose Island is contrary to OCRM regulations for an island of this size; bridges longer than 500' are not allowed. The text amendment is only for the 8-acre lot, number 20, RA said, but it would apply to all 106 acres of the Rose Island properties. The amended density is unclear or misleading. It implies that lot sizes would be 4 acres, but would actually result in lots averaging only 1.6 acres.

Under the new Port Royal code, RA said, if it's not a PUD, it would be zoned Natural Preserve (T-1) which allows for no residential development. Increasing the density would be contrary to the code. The town's Comprehensive Plan calls for only very limited development of this type of island. He also has concerns that the new Port Royal Code provisions would call for stormwater management (provision 5.11) and resource protection (5.1), especially river buffers and setbacks. Non-barrier islands like this are unique eco-systems with diverse flora and fauna that require protection. This island has its own habitat and is close to another important habitat with extensive bird rookeries. Loss of habitat and an increase in impervious areas are two of the issues that would arise. This is a low-lying island with 75% of it very susceptible to storm elevation and sea level rise.

By way of explaining how the acreage numbers add up, Mr. Pinckney said he wanted to change Lot 20. Chairman DeVito said the amendment brings the acreage to 4 acres. Mr. Pinckney said they are only changing Lot 20. He was told the text amendment had to be changed to match the lot. Chairman DeVito said these would be 1-acre lots. Ms. Bridges said they started with 1 5+-acre lot divided into 5 lots. Then they had to go back and that would be easy as far as an amendment to this document. This is what is desired. The highlighted paragraphs in the covenants is Mr. Pinckney's attempt to bring them into congruity with what he was proposing as a subdivision which brings the average lot size down. There are 20 single-family home sites and a residence per 5 acres (at a minimum). No lot is less than 5 acres. If he gets this amendment to this plat, that will no longer be the case; it will be gross density of an average of 1-4 acres. Mr. Pinckney said the intent was just to split up Little Rose for Lot 20.

Commissioner Howard asked, if they make the text amendment, if it is under the new covenants. Ms. Bridges said it would stay a PUD. The Comprehensive Plan gives guidance via the Future Land Use map, which designates the area as Open Space Conservation Area. The Comprehensive Plan "doesn't tighten us into specifics," Ms. Bridges said. The judgment of the reviewer determines if they are an Open Space Conservation Area, and if they make the change, do they remain one?

Commissioner Semmler said this PUD was made in 2000. He asked if it was done again after 10 years. Ms. Bridges said their PUD has no sunset clause, unlike the county's. Commissioner Howard said she wouldn't vote to change the text because it is a PUD.

Commissioner Harris asked what regulates the size or intensity of what can happen if it's considered as one residential unit per 5 acres. Ms. Bridges said one couldn't be isolated from another. The subdivision plat is just as much a part of the PUD. If an owner comes and requests a building permit, they would look at the plats, "which are pretty static now." Commissioner Harris asked, if he came in the permit office and had a 15,000 square foot home, if that would be allowed on that plat. Ms. Bridges said there are no limitations such as minimum or maximum home sizes. A lot is a lot, and single-family residential development is allowed per the covenants. Commissioner Harris said leaving it as it is might not protect it any more than it is by the smaller lots.

Chairman DeVito said the conceptual plan is so different from the original PUD. Ms. Bridges said the conceptual plan is not part of the original PUD. Commissioner Semmler said if they amend the text, they amend the entire PUD, and to him, that means it has to come up to current standards. Chairman DeVito said, as a PUD, it will have to go back before council and "be dealt with in that fashion." Chairman DeVito said he is trying to recall the last time they had opened a PUD. There was a discussion about Liberty Point. Commissioner Semmler said most PUDs are landlocked, so they must be very careful. They need to protect the environment. There was a discussion of what can currently be done under the PUD in regard to building and clearing.

Commissioner Semmler made a motion to recommend denial of the applicant's request. Commissioner Howard seconded. Commissioner Howard said if this were done today, this "would be a prime property for consideration for conservation." It's still eligible, Chairman DeVito said. **The motion passed unanimously.**

Town of Port Royal Council Update

Ms. Bridges said at council's most recent meeting, it tabled the 2014 Comprehensive Plan update. **Joe Lee** wanted to work on some language he brought forward to be incorporated. Council will need to agree on what Ms. Bridges and Mr. Lee create, and once they agree, they will send the document to the Metropolitan Planning Commission, whose document it is. She hopes to bring it back by February. Ms. Bridges said they may need another workshop on it, but she has to get with Mr. Lee and work with him and with **Van Willis**, and then see how council feels about it.

Council had a first reading of the proposed text amendments in regard to façade changes, building in the front build-to line and relaxing the 6-pump limitation. Their caveat was that they didn't want to remove the limit of 6 pumps on Ribaut Road. Ms. Bridges said that's attainable. Unlike the Comprehensive Plan, she will not be bringing this matter back to the Metropolitan Planning Commission, unless council instructs her to do so.

Ms. Bridges said that a Facebook post about planning commissioners for the Town of Port Royal was partially correct but "a little misleading." There will be two reappointments.

REVIEW OF PROJECTS FOR THE CITY OF BEAUFORT

City of Beaufort – UDO Amendment

Revising Section 5.3.D.11 "Specific Use Standards; Commercial Uses; Short Term Rental," to revise the conditions that apply to operation of short term rental units

Applicant: City of Beaufort

Libby Anderson said that the city's short-term rental ordinance was adopted in July 2011, and staff and the Zoning Board of Appeals are recommending some changes.

1. **Require that a property management company manage short-term rentals in residential districts if the property owner lives outside the City of Beaufort.** The service people for the property, or a next-door neighbor are not acceptable. "A 24-7 contact is really needed to manage the units," Ms. Anderson said. There are several professional management companies in the area who work in residential neighborhoods. This would not apply to short-term rentals in commercial districts.
2. **Eliminate the requirement for an inspection** for basic housing code items. This is unnecessary, Ms. Anderson said.

- 3. Add statements that a monitored fire alarm is required in all short-term rentals and business licenses are required for all professional services provided to a short-term rental.** Ms. Anderson said these are already required, but they feel it would be good to provide in the ordinance so applicants will understand what is required to operate a short-term rental. This is already required, but it isn't written in the zoning ordinance, Ms. Anderson clarified.

Commissioner Howard asked, on Item D, if they could say "in the county," rather than "outside the city" in regard to where the responsible party lives. Ms. Anderson said they could live in Hilton Head, then, and that's too far away. People want someone nearby who is responsible to manage the property. If someone lives in the Town of Port Royal, Commissioner Howard said, but owns a home in the City of Beaufort, they wouldn't be able to have it be a short-term rental without a management company involved.

Commissioner Semmler asked if "all these additions are already somewhere" in the ordinance or another applicable document. Ms. Anderson said the monitored fire alarm is in the fire code. It would be for every short-term rental. It's meant to "give folks a heads up" in case they are not familiar with the fire code. The deletion of the inspection and the requirement for a property management company is new.

Commissioner Semmler asked for clarification that this meant that the grass couldn't be cut by anyone without a business license. Ms. Anderson said she couldn't address the matter of a neighborhood high schooler earning money, but if you cut lawns, and have a truck full of lawn equipment, you need to have a business license.

Commissioner Semmler asked about the professional property management: if there are already ordinances in effect to enforce these issues, then he feels "putting it in another ordinance won't make it happen." He thinks it's an enforcement issue. If a property isn't being kept up, aren't there rules now about it? If a short-term rental owner hasn't cut his grass, what will the property management person do about it? Chairman DeVito said the professional property management firm would be a 24-hour response locally to deal with anyone who has issues with the people renting the short-term rental. What's come up is that people can't respond fast enough if they don't live in the city, so they need property management people to ensure that issues are addressed immediately.

Commissioner Semmler asked about the demographics of the short-term rentals. Ms. Anderson said most are single-family dwellings, and they are "maintained to a very high level." So far, most have been in the Pigeon Point neighborhood. Chairman DeVito said it's a vacation home to rent. Commissioner Semmler said every chance there is to charge a homeowner, they do, and he thinks there should be another way. Ms. Anderson said neighbors are concerned that

there's turnover every week and that affects the neighborhood. Staff wants to ensure that there is someone there to deal with any issues at any given time.

Commissioner Harris asked why they were taking away the safety inspection. Ms. Anderson said they are able get a copy of the contracts to ensure that the owners have the monitored fire alarm. She said she has no concerns about the property maintenance issues for these short-term rentals, which is why they are OK with not requiring the safety inspection. They might go to check out the parking situation, but they don't go in the unit, and don't feel they will have the need to in the future.

Commissioner Howard asked, if it were worded this way, if a homeowner could appeal that they live nearby to the Zoning Board of Appeals, and Ms. Anderson said they could request a variance. Chairman DeVito suggested saying that "you have to live within a certain number of miles." People could be within walking distance of a short-term rental, he proposed, but not be within the city limits, though the short-term rental is in the city.

Sarah and Gary Tetley are from St. Louis, Missouri. They had come for the MPC meeting, she said, because they are "devoted" to managing their property. She is concerned about the way this is written; Ms. Anderson had said that it's for R1-R4 residences, but she is concerned that it will affect other (commercial) zoning as well. They do comply with the zoning for their location, Ms. Tetley said. Their place is licensed and is also their Beaufort home. They are in their neighborhood association (the Old Commons neighborhood). Ms. Tetley said the level of service she provides is "immediate and ... is 24-7." The Tetleys have a local backup, and she follows up and ensures that the issue has been resolved. Their services are all licensed. They have a double fire protection system. Mr. Tetley is a code official, and both of them are architects. Ms. Tetley said she had had a mattress delivered within 24 hours of a complaint, and had found a water heater for a plumber when they were sold out. The guests were not inconvenienced.

Ms. Tetley said she loves Beaufort, and her short-term rental is "a passion" for her. She said she couldn't risk paying a company that might not provide the same level of service that she can. They had stayed in short-term rentals before they moved here. They have had good experiences and bad ones with property management companies and owners when their family stayed in short-term rentals before they bought in Beaufort. She feels these revisions could hurt those short-term rental owners who "live out of town but have high standards." They have a local manager who would respond to things like loud parties, but they haven't had to do that.

Ms. Tetley asked, when a local owner goes somewhere, and then there's no one there to manage the short-term rental, what happens? She feels that isn't fair.

Brenda Hood has vacation rentals on Pigeon Point Road. She was surprised about the meeting. She didn't realize that ordinances for short-term rentals were adopted 3 years ago. She never heard that they were adopted, and they were not informed by the city. She said they were not involved prior to this. People who are here are top-notch property managers, Ms. Hood feels. Her "places have a 5-star rating" and are "immaculate" in order to attract the kinds of customers she wants. She agrees that short-term rentals need to be regulated to keep people from buying up property and not properly managing it. Ms. Hood lives on Lady's Island, not in the City of Beaufort, but she is on-site "almost every day." She has someone to cover for her when she's not and has a list of maintenance people available. She thinks short-term rental owners "can come up with a better solution than a rubber stamp." She said she and the other short-term rental owners would like to be involved in helping to determine the parameters of the ordinance.

Linda Baker Quinn and her daughter, **Anna Quinn**, live in Charleston. She owns a property at 710 Boundary Street at the corner of Scott and Boundary Streets. They have 3 commercial units and 5 furnished apartments. She has owned it for more than 10 years, and her property manager lives on Lady's Island as well. Ms. Quinn said that their manager's job is only to manage their property. She thinks someone/ an individual (as opposed to a firm) could be on call 24-7. When Ms. Baker Quinn first invested, she went to a property firm and couldn't get enough good references, but if everyone doing short-term rentals has to move their business to a firm, the firms would be overwhelmed, while her property manager is on-call 24-7. In regard to on-site signs, the property manager, police department, and fire department signs are on the premises. She is worried about the services needing to have business licenses. She was "scratching her head" about the use of licensed vendors (as opposed to a kid to mow the lawn). She agreed with Ms. Hood about the notification process needing to be better. Ms. Baker Quinn said on p. 1, in the second paragraph in regard to residential districts, she doesn't know that applies to her because she is in a commercial district. It says "a firm" in section D on page 2, and it mentions "residential district," but she's not in a residential district. Ms. Quinn said it's confusing to them because everyone has a different situation.

Greta Maddox with Seaside Getaways – they are available 24-7 and to manage a property they need to have the resources and are set up to do it – anyone with the commitment and resources can do it. She had a question on the licenses for lawn care and housekeeping. The vendors have a license for the county, and she asked if they need to get separate licenses when they work in the city. Chairman DeVito said yes, that's standard. Ms. Maddox asked about adequate on-site parking being provided, and she wondered what happens if the driveway is in front of the house: can they then park in front of the house? Chairman DeVito said they have to have dedicated parking spaces on the property, not on-street parking.

Beth Grace said she has short-term rentals that are not in the city. She loves her manager, but he doesn't take care of her property like she does, she said. Nothing is in its place and the

cleaning services are never as good as she is, no matter whom she hires. Having the people who help her as individuals shouldn't have to have business licenses because its "onerous" and complicated. "This will hurt people who have to go and apply for a city business license," she feels. Ms. Grace went on to say that her son-in-law, who has a short-term rental, couldn't afford to pay a property management firm. His short-term rental has a very reasonable rate, and he "is on-site a lot." Ms. Grace believes they should be encouraging reasonable short-term rentals like the Tetley's. Ms. Grace said she would like the commission to table this matter tonight, "and give us a chance to give us some input."

John Dickerson thanked the Metropolitan Planning Commission for the code that allowed the Dickersons to establish short-term rentals in the area. He asked if short-term rentals are better managed and maintained and have done so well, why do they need additional stuff lumped onto the ordinance, and he asked if this happened because there were problems or not. He hasn't heard of any problems, and if there are problems, they should hear about them.

Chairman DeVito said he is struggling with the notion of having to have professional management firms. The professional management plan may be enough. He said he "really struggles with the need to be in the city." To him, it goes back to the detailed property management plan. Commissioner Semmler said he agrees and doesn't understand the additions. The original ordinance covered everything, and the people who spoke are asking why they are doing this now. The short-term rentals "open up Beaufort," and the owners have proven they are able to manage them on their own. The suggestion to table this, Commissioner Semmler said, might be valid, but he doesn't "see the need to change these things."

Chairman DeVito said removing the inspection might be fine because it's a waste of taxpayer money. Commissioner Howard said the business license issue is an enforcement issue, if people are doing things they shouldn't. Going back to item D, Commissioner Howard said they own rental property, and "the fee can be onerous," but "you may not have a choice."

Chairman DeVito made a motion to make a recommendation to change the ordinance only in regard to removing the annual safety inspection. Commissioner Crowder seconded. Item D is removed completely; Item H is in an ordinance elsewhere, and so is Item J. They are recommending removing the annual safety inspection only. The motion passed unanimously.

CITY OF BEAUFORT COUNCIL UPDATE

Ms. Anderson said the updates are in the packets. Commissioner Howard asked about the group home on Frasier Street and Chairman DeVito said it's a county project redoing a home. Commissioner Howard said it's going to be a group home. Chairman DeVito said it's an existing home. Commissioner Howard asked if it's permitted under current zoning. Ms. Anderson said she would need to research the matter. Chairman DeVito said they would get that for her.

Chairman DeVito said this is Commissioner Howard's last meeting because she is going to serve on county council. Commissioner Howard said she has sent out a form trying to find her own replacement. Chairman DeVito thanked her for her service.

DISCUSSION: UPDATE ON BOUNDARY STREET PROJECT

Ms. Anderson said FAQs were provided, and there was a question about the scope of the project at the last meeting. The duct bank will go to Ribaut Road, and the question was asked, "Why not further?" Council decided to do a complete project block-by-block, Ms. Anderson said, starting at the west. The redevelopment opportunities were greatest at the west, and hopefully the momentum would head that way. The point will be at Neil. Commissioner Howard asked if this was on the website, and Ms. Anderson said it was.

There being no further business to come before the commission, **Commissioner Howard made a motion to adjourn. The motion passed unanimously**, and the meeting was adjourned at 6:58 p.m.

A meeting of the Beaufort-Port Royal Metropolitan Planning Commission was held on **November 17, 2014 at 5:30 p.m.** in council chambers of the Beaufort Municipal Complex, 1911 Boundary Street. In attendance were Chairman Joe DeVito and Commissioners James Crower, Alice Howard, Robert Semmler, and Bill Harris, City of Beaufort planner Libby Anderson, and Town of Port Royal planner Linda Bridges.

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

Chairman DeVito called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

MINUTES

Commissioner Crower made a motion, second by Commissioner Howard, to approve the minutes of the September 15, 2014 meeting. Chairman DeVito abstained because he was not present at the meeting. Commissioner Crower noted that on page 2 of the minutes, the vote was for T-3 Neighborhood zoning. Chairman DeVito suggested that the word "Suburban" be removed from that section. **The motion to approve the minutes as amended passed 4-0.**

Commissioner Semmler made a motion, second by Commissioner Harris, to approve the minutes of the October 1, 2014 workshop. Commissioner Semmler said that he did not recall saying that the Olive Garden-Red Lobster building had no windows, as the minutes stated on page 5, and he requested that the sentence be removed. Chairman DeVito suggested that the sentence be amended to say that the statement was made – and then corrected by **Dick Stewart** – but not by whom it was made, since there was confusion on that point. **The motion to approve the minutes as amended passed unanimously.**

Commissioner Crower made a motion, second by Commissioner Howard, to approve the minutes of the October 20, 2014 meeting as submitted. The motion passed unanimously.

REVIEW OF PROJECTS FOR THE TOWN OF PORT ROYAL

TOWN OF PORT ROYAL – TEXT AMENDMENT: Amend Article 3, T-3 Suburban, T-3 Neighborhood, T-4 Neighborhood Center, T-4 Urban Center, and T-5 Main Street

Language is proposed to be added for all transect zones with maximum front and side setback requirements to allow exemptions to the maximum setback requirements to avoid trees with caliper size greater than 8", Ms. Bridges said. The exemption could only be granted with a certified arborist's viability report on the tree(s). If the arborist says the tree is viable, instead of going to a board, the administrator can say it makes sense and approve it.

Ms. Bridges said any tree greater than 8" requires a permit for removal. There's a setback zone

of 5'-20', so you can't go closer than 5' or further back than 20'. If there is a substantial or grand tree worth saving, and it falls in the zone, staff would like to make it an administrative decision, so that the owner would be able to set the house back as far as they need to in order to accommodate the tree.

Ms. Bridges said there is precedent for this and described it.

Commissioner Harris asked if this would apply to *all* trees or if it was for hardwoods, grand trees, etc. Ms. Bridges said in the past, she has considered it as applying to "all trees," though not to shrubs, crepe myrtles, and maybe not to palmettos. Ms. Bridges said she wouldn't say a palmetto was a tree, as an administrator, but they don't have a list of trees, even in their tree ordinance, so they would evaluate "anything that's a tree."

Commissioner Harris asked if a Port Royal certified arborist was required, or if others could make the report. Ms. Bridges said they would "look for a credentialed third party." Chairman DeVito said he thinks it's good because it doesn't stall building and is something that staff should handle.

Commissioner Crower made a motion to amend Article 3 for the T-3, Suburban, T-3 Neighborhood, T-4 Neighborhood Center, T-4 Urban Center, and T-5 Main Street to allow the administrator to adjust the setback if it is obstructed by a tree with a caliper measurement of greater than 8". Commissioner Howard seconded the motion. The motion passed unanimously.

TOWN OF PORT ROYAL – TEXT AMENDMENT: Amend Article 5, Section 5.2.40, Gas Station – Delete the section "Number of pumps – a maximum of six pumps are permitted per gas station."

Ms. Bridges said when regulating gas stations, there are criteria, including limiting to six the number of pumps in a gas station. T-4 NC Open and T-4 UC are the zones they are allowed in; she detailed other stipulations as they apply in terms of where the station can be and design regulations. They want to delete the stipulation limiting the gas stations to six pumps because discussions have raised concerns that they might be increasing the number of gas stations by limiting the number of pumps. She said she thinks they have enough design criteria and other rules that they could perhaps remove this one.

Commissioner Semmler asked if someone had come to the Town of Port Royal and said they wanted more pumps; Ms. Bridges said, "Many players in the industry have voiced an opinion" about this matter.

Chairman DeVito said the question is whether there should be a limit over six. Ms. Bridges said

they could take baby steps and “increase it to eight and see how it goes.” Chairman DeVito said he’s okay with nine; the pumps are built 3-deep already, so they will be increasing the depth more than the width. Commissioner Harris said a limit of nine pumps means actually having more than nine pumps. Ms. Bridges explained that this is because “you can service from both sides.” Chairman DeVito said, “The pump’s the pump,” so “getting in the ninth one just adds a little more depth.”

Commissioner Semmler made a motion to delete the limit in the amendment. The motion died for lack of a second. Commissioner Harris made a motion to approve Article 5 with the limit of nine pumps. Commissioner Howard seconded. Commissioner Semmler said soon, hybrid-charging stations would also need a “pump.” Commissioner Howard said they might not put that with the pumps for safety reasons. **The motion passed unanimously.**

TOWN OF PORT ROYAL – TEXT AMENDMENT: Amend the Port Royal Code for all transect zones that require façades within the façade zone. In T-3 and T-4 zones, the front façade in the facade zone will be 40%; the side street façade in the façade zone will be 20%. In T-5, the front façade in the facade zone will be 50%; the side street façade in the façade zone will be 30%.

Ms. Bridges said this is an amendment for a minimum façade in the façade zone. She said **Libby Anderson** has discussed this: in the Boundary Street Master Plan, it’s called a “frontage requirement,” which is the same thing as a façade or a façade zone. Ms. Bridges said they think this has been calibrated incorrectly and is “far too high.” They are a minimum of 75% on the front, and basically, if the lot is 100’ wide, 75’ has to be filled with house. She has looked at the traditional town overlay under which they have operated for 10+ years; for residential development, the numbers were 30% minimum to 80% maximum. Most of the homes she is evaluating right now are in Pinckney Retreat. These are the minimums, and in these suburban-like settings, “the market has a desire to have a little more yard on all four sides.” They’re currently 75% and 50%, and she wants to amend them to 40% and 20%. T-4 Neighborhood Center is the zoning of Pinckney Retreat.

Commissioner Harris said, “It’s not ... the property width; it’s the buildable envelope,” so the percentages for the lot are “really lower.” Ms. Bridges agreed. Commissioner Harris asked about T-4 Neighborhood Center and T-5 Main Street. Ms. Bridges said they have minimums; the facades and facade zone is in T-3. A carriage house is the only permitted type in T-5 Main Street. It has 90% on the front and 50% on the side, and she suggested they might exempt that from this change; they would only use it in the areas where they are getting residential development. Chairman DeVito said right now, it’s “all,” and Ms. Bridges said it does apply to all construction; the amendment would be for limited zones: “It could not reach as far as T-5.”

Chairman DeVito clarified that the discussion is about amending the façade frontage in all *residential* zones except for T-5 Main Street, where the 75-50 would remain in place.

Commissioner Harris made a motion to approve the amendment with the following changes: Would allow T-3 Neighborhood and T-4 Neighborhood Center to go to 20% and 40%; in T-4 Urban Center, only residential would be changed to 20%-40%, and T-5 Main Street would stay as it is now. Commissioner Semmler seconded. The motion passed unanimously.

REVIEW OF PROJECTS FOR THE CITY OF BEAUFORT

City of Beaufort – Zoning Text Amendment – Revising the Marsh Gardens Planned Unit Development report and regulating plan to update the document, remove the meeting center, and add additional residential units.

Applicant: 303 Associates

Ms. Anderson said 303 Associates has submitted an application to amend the Marsh Gardens PUD. She described the history of the PUD and the amendments that were made to date. She showed the original PUD and described what was permitted in it. The amendments would be deleting the meeting center; changing the total residential units from 24 to 60; revising the master plan to reflect these changes to more residential and more mixed use; clarifying the term “mixed use” to include upstairs residential units.

Ms. Anderson said this PUD is in the Boundary Street Redevelopment District. Multi-family units are strongly encouraged. In regard to mixed use, it means ground floor commercial and upper story residential. To permit the residential units in the master plan seems appropriate, Ms. Anderson said. There is already residential development in the Burnside Building.

Courtney Worrell said, “This dates back to 2001.” Feasibility studies for the conference center have determined that it’s not needed, but more multi-family residential is. Commissioner Harris asked about the area termed “open space” on the water. Ms. Worrell said they are restricted; it’s been conveyed to the Open Land Trust. She pointed out two areas in yellow that are mixed use.

Commissioner Harris made a motion to approve the PUD changes as submitted.

Commissioner Howard seconded. Ms. Anderson said seven units exist; 24 units was the limit in the original PUD, and they will raise the limit to 60. The city wants to plan for enough residential development. Ms. Worrell said they believed 60 covered “the standalone residential,” not the mixed-use residential. Ms. Anderson said she wants to ensure that they don’t restrict themselves. Chairman DeVito said it doesn’t read it that way in the PUD; it doesn't mention residential in the section on mixed use.

Commissioner Harris asked where the multi-family residential would be, and Ms. Anderson pointed it out. It’s not single-family dwellings, she emphasized. The parking will not impact public streets, Ms. Anderson said, or additional private property in the surrounding area. The

developer owns these properties, and “the parking will be handled internally.” She doesn’t think parking is an issue in this situation.

Ms. Anderson said the 60 units cap does not include upper-story residential. Sixty is if the lot is “designated exclusively as residential.” Commissioner Semmler asked if a traffic impact analysis has been done, and Ms. Anderson said it’s not required in the Boundary Street Redevelopment District because they already know all of that as part of the project. Chairman DeVito asked if the commission was comfortable with the wording in regard to the units. There was no concern expressed. **The motion passed unanimously.**

The Boundary Street Master Plan includes traffic analysis from Neil Road to Ribaut Road; all the zoning is based on that traffic analysis, so the individual projects do not require it. Ms. Anderson said in other areas in the city, traffic analysis is not necessary: other redevelopment area like Carteret, Ribaut Road, and Bay Street. Chairman DeVito asked if it were an official statement that the development is not going past Greenlawn. Ms. Worrell said yes, it was determined in the four workshops that were held about Boundary Street.

Chairman DeVito said the Metropolitan Planning Commission had “voted on a specific project” for the penny tax and the limits on it, so this adjustment could mean the vote might have to be adjusted. He thinks the minutes should be looked for and reviewed. He feels that they need an official presentation on the start and finish of the project and the extent of its divergence – from the original conception to where it is now.

CITY OF BEAUFORT – UPDATE ON COUNCIL ACTIONS

Ms. Anderson said City Council’s second reading of the Boundary Street Redevelopment District ordinance would be the following night.

In regard to the rezoning of property on Robert Smalls Parkway, council’s second reading is November 25. The original proposal was for rezoning entire parcels; that has been amended. On the Robert Smalls Parkway frontages, the property to be annexed is to be zoned General Commercial. Council feels that Highway 170 is appropriate for Highway Commercial zoning.

Ms. Anderson said she would go back to council in a work session on elevation of new construction in the flood zone because there was concern among council about it.

The second reading on silt fencing, Ms. Anderson said, would take place the following night.

There being no further business to come before the commission, **Commissioner Crower made a motion to adjourn. The motion passed unanimously,** and the meeting was adjourned at 6:28 p.m.

City of Beaufort - Town of Port Royal
Joint Planning Commission
Rezoning Analysis PR-AX 01-15
Meeting Date: February 16, 2015

Applicant

Shell Point Investments, LLC and Edwin W. Pike, Jr. Trustee and the town of Port Royal

Site

Approximately 11.92 acres owned by Shell Point Investments and 0.04 ac owned by Port Royal. The plat map reference for this property is: District 100, Map 33A, Parcels 22, 26, 27, 53, 54, 55, 56, 61, 122, 163, 164, 165, 166, 167, 168, 169, 170, 171, and 172. The addresses for these parcels are 2002, 2004, 2006, and 2008 Shell Point Road, 750, 756, 762 and 766 Parris Island Gateway, 2003, 2005, 2007, and 2009 Walnut Street, 1016, 4001, and 4004 Hickory Street and interior parcels and acreage not numbered.

Also District 100, Map 33A, Parcel 23, 4003 Walnut Street, a 0.05 acre parcel owned by Port Royal. The property is undeveloped.

Present Zoning

The parcels are currently zoned T4 Hamlet Center and T3 Hamlet Neighborhood (Current Zoning Exhibit attached). The Beaufort County Community Development Code outlines T3 Hamlet Neighborhood as

The Hamlet Neighborhood (T3HN) Zone is intended to reinforce established neighborhoods, to maintain neighborhood stability and provide a transition between the walkable neighborhood and rural areas.

The T3 Hamlet Neighborhood Zone implements the Comprehensive Plan goals of preserving the rural residential character of portions of Beaufort County, the City of Beaufort and Town of Port Royal.

T4 Hamlet Center is

The Hamlet Center (T4HC) Zone is intended to integrate appropriate, medium-density residential building types, such as duplexes, townhouses, small courtyard housing, and mansion apartments in an environment conducive to walking and bicycling.

The T4 Hamlet Center is appropriate for more rural areas, implementing the Comprehensive Plan goals of creating areas of medium intensity residential in portions of Beaufort County, the City of Beaufort and Town of Port Royal.

The Annexation

Comprehensive Plan

These parcels are included on **The Future Land Use Map** in the Land Use Element of the Town's Comprehensive Plan. The parcels are within the Future Growth Boundary for the town.

Delivery of Services

The parcels are located in an area served by the Beaufort Jasper Water and Sewer Authority. The Burton Fire Department will be the first deliverer of services for this area, with Port Royal as backup. The Town holds an agreement with Burton Fire District. This agreement allocates funds annually from the town to the Burton Fire Dept.

The current corporate boundaries are contiguous to and beyond this property therefore:

- The Port Royal Police Department has adequate staff levels to deliver services to this area.
- If developed residentially the town will provide (by contractor or town employee) curb side household garbage pick-up, curbside yard debris pick-up, curbside bulk item pick-up, and mandatory recycling pick-up.

Zoning

Land Use Compatibility and the Comprehensive Plan

Please see **Exhibits, The Future Land Use Map and The Town's Zoning Map.**

The parcels are found on the town's Future Land Use Map and are located in a Controlled Growth and Restrictive Growth Sector. The following graphic illustrates these sectors.



The back of the property is covered by the Restricted Growth Sector (G-1). *Development within the restricted growth sector is dominated by single-family residential development. The subsector, Conventional Neighborhood (G_1_B) includes areas of existing development and established neighborhoods with a wide range of lot sizes. Streets are typically curvilinear or a modified grid with large blocks. Future infill or redevelopment should seek to enhance connectivity.*

The front of the property is covered by the Controlled Growth Sector (G_2) – Walkable Neighborhood. *This sector includes a mix of existing development and undeveloped areas. Frequently located near activity centers, walkable neighborhoods include sidewalks, smaller lots, and housing diversity. Streets should be interconnected, typically in a traditional grid pattern with moderate to compact blocks. One of the elements of the walkable neighborhood is neighborhood commercial. Neighborhood commercial establishments are those which fit into the context of the community, both through scale and building form.*

Proposed Zoning

The proposed zoning is T4 Neighborhood Center Open and T3 Neighborhood.

The Neighborhood Center (T4NC) Zone is intended to integrate appropriate, medium-density residential building types, such as duplexes, townhouses, small courtyard housing, and mansion apartments into a neighborhood framework that is conducive to walking and bicycling. Civic, transit, and commercial functions are located within walking distance.

The Neighborhood (T3N) Zone is intended to provide a predominantly single-family area in which compatible multi-family housing types, such as duplexes and cottage courts are integrated into the neighborhood framework. Civic and park functions, as well as transit, and commercial functions are located within walking distance.

In addition to use and development standards, the town's development codes regulate tree removal and pruning, traffic impact, and street design standards

The Stormwater Management and Utility Agreement between Beaufort County and the Town of Port Royal, (June 12, 2012) adopted the design standards of the Beaufort County Best Management Practices (BMP) Manual for Stormwater Management.

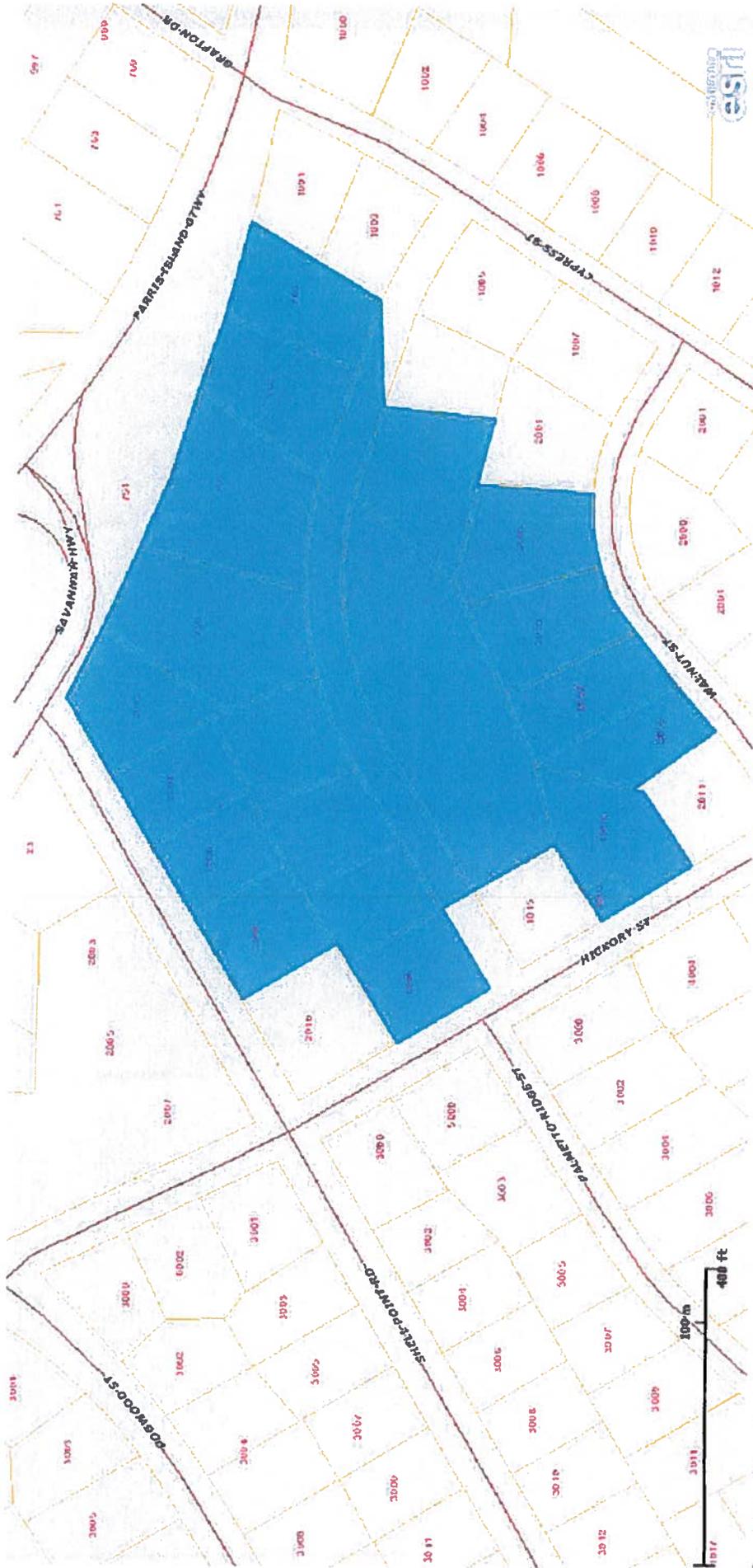
Environmental Issues

There are no environmental issues.

Public Notification

Letters were sent to property owners within 400 feet of the property being rezoned. Leadership of The Shell Point Neighborhood Association has been notified of this annexation request.

Shell Point Investments LLC



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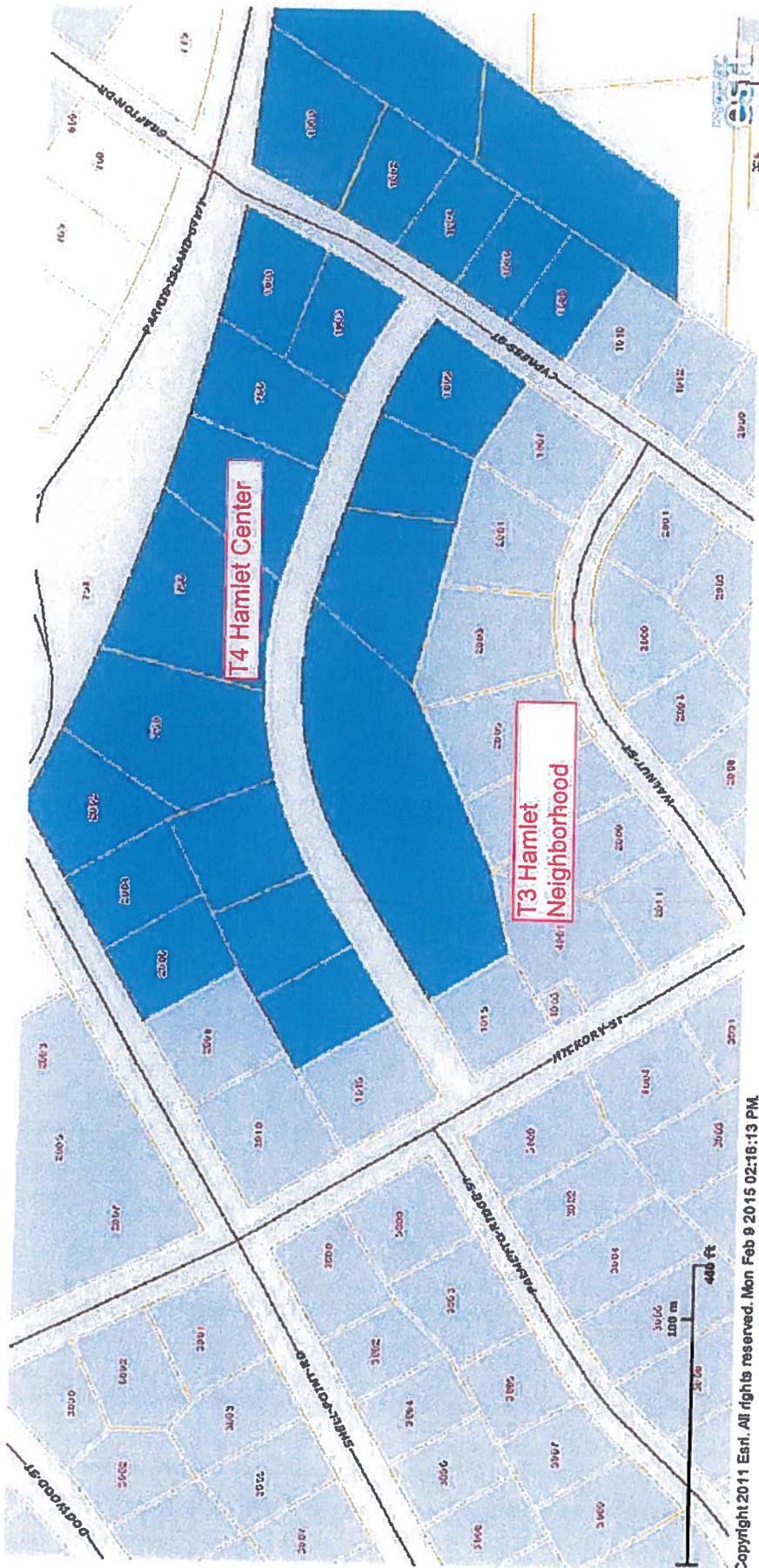
Excerpt from The Future Land Use Map



Study Area

Legend	
Open Sector (O)	
Open Space Preservation (O_1)	
Open Space Conservables (O_2)	
Restricted Growth Sector (G_1)	
Low Impact (G_1_A)	
Conventional Neighborhood (G_1_B)	
Controlled Growth Sector (G_2)	
Village Neighborhood	
Intended Growth Sector (G_3)	
Activity Center	
Infill Growth Sector (G_4)	
Village Core	
Other	
Milberry	
Wetland Areas	

Current Zoning

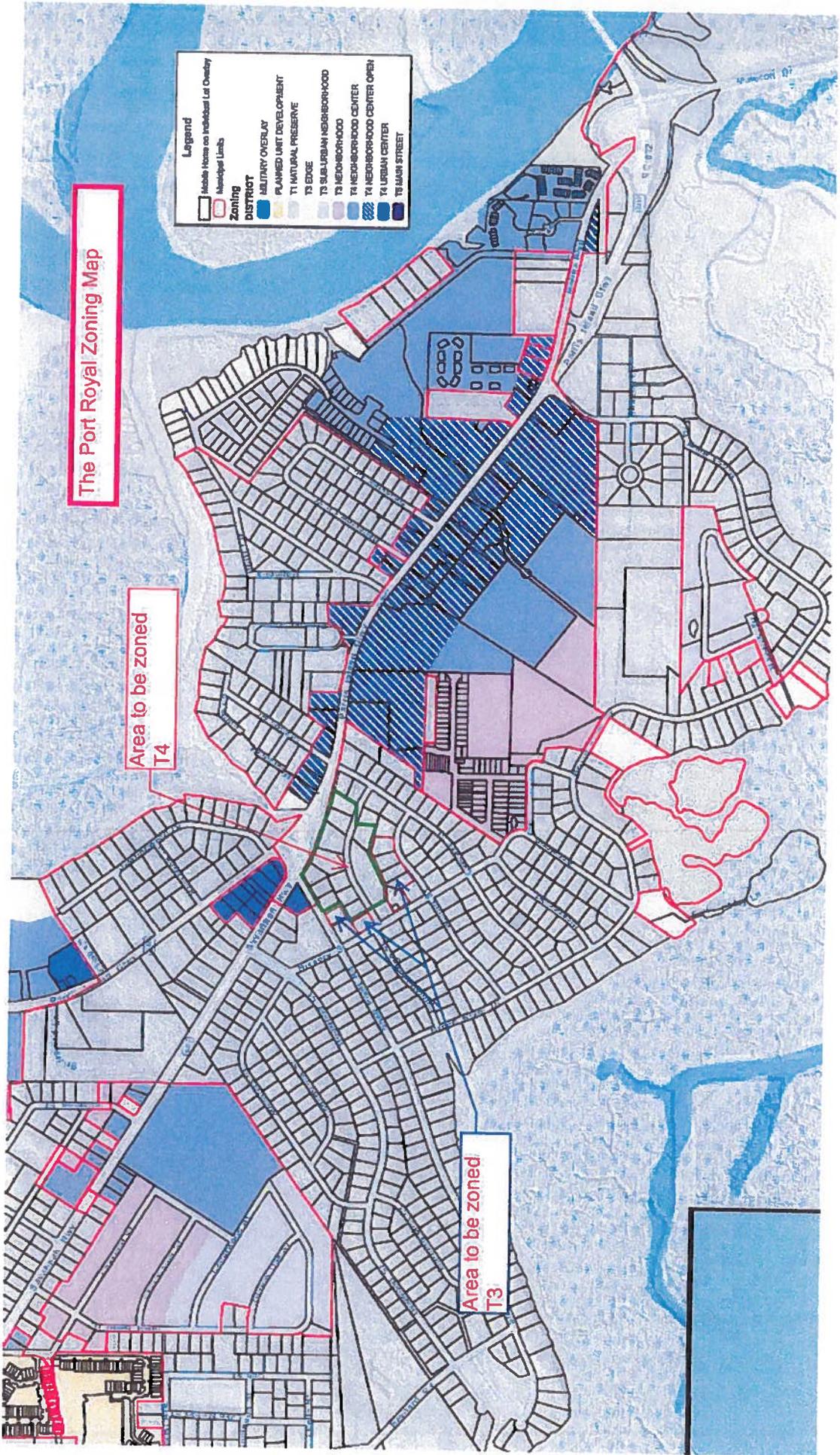


The Port Royal Zoning Map

Legend	
	Mobile Homes on Individual Lot Overlay
	Mapsheet Limits
Zoning	
DISTRICT	
	MILITARY OVERLAY
	PLANNED UNIT DEVELOPMENT
	T1 NATURAL PRESERVE
	T3 EDGE
	T3 SUBURBAN NEIGHBORHOOD
	T3 NEIGHBORHOOD
	T4 NEIGHBORHOOD CENTER
	T4 NEIGHBORHOOD CENTER OPEN
	T4 URBAN CENTER
	T8 MAIN STREET

Area to be zoned
T4

Area to be zoned
T3





Zoom of Zoning

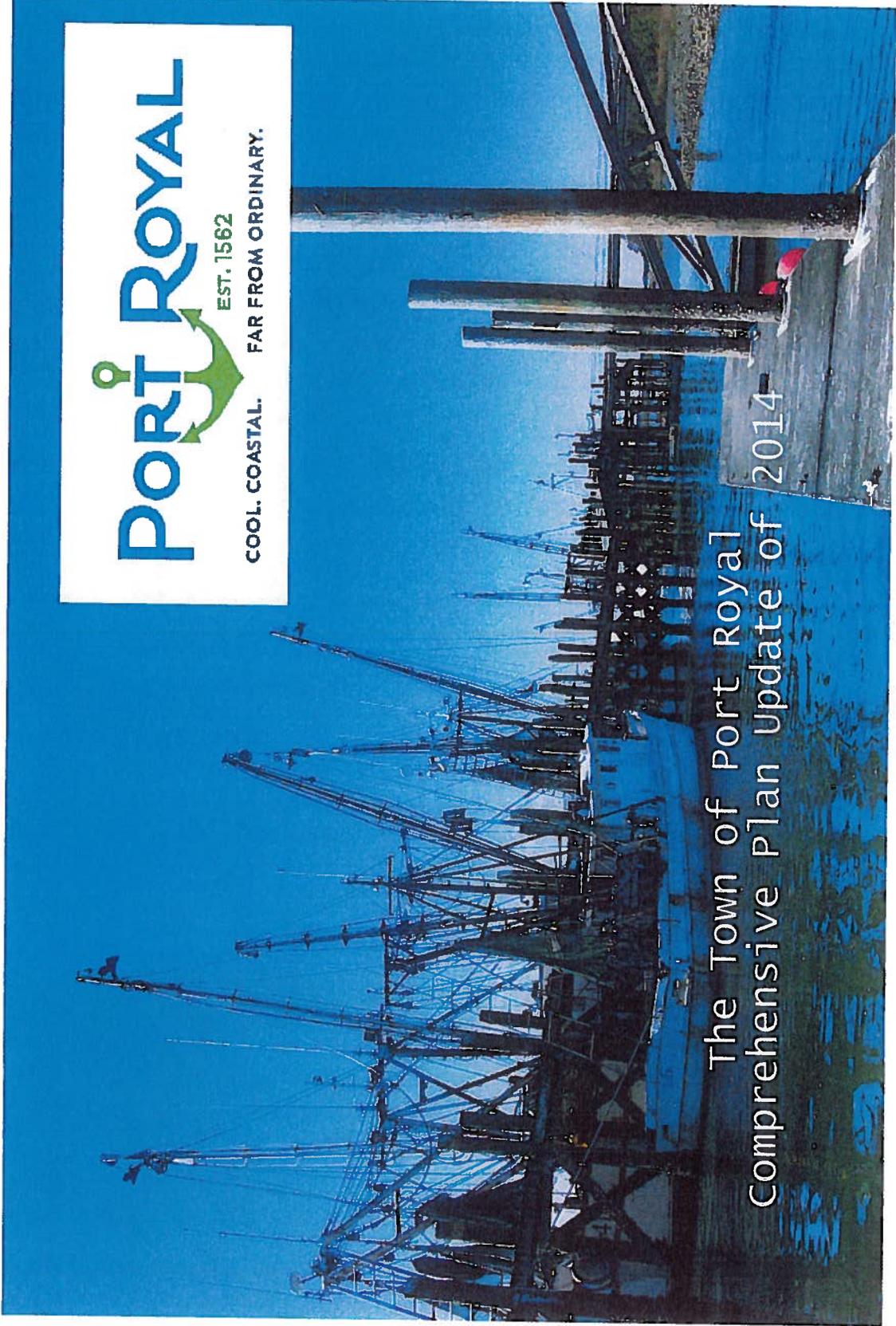
Memo

To: Joint Municipal Planning Commission
From: Linda Bridges, Planning Administrator
Date: February 9, 2015
Subject: Comprehensive Plan Update of 2014

Following the Commission's approval of the Comprehensive Plan Update in October, the document was submitted to Town Council for adoption. At second reading Councilman Joe Lee shared comments on The Executive Summary and asked council to request that the changes be incorporated into the document.

Council submits the attached additions and changes to the Metropolitan Planning Commission for adoption.

Note: Changes are in red.



PORT ROYAL
EST. 1562
COOL. COASTAL. FAR FROM ORDINARY.

The Town of Port Royal
Comprehensive Plan Update of 2014

The Town of Port Royal Comprehensive Plan Update of 2014

Town Council

Samuel E. Murray, Mayor
Mary Beth Gray-Heyward, Mayor Pro Tempore
Vernon DeLoach
Tom Klein
Joe Lee

Beaufort – Port Royal Joint Metropolitan Planning Commissioners

Joe DeVito
Jim Crowder
Bill Harris
Alice Howard
Robert Semmler

Town of Port Royal, Chairman
Town of Port Royal
City of Beaufort
City of Beaufort
Beaufort County

Town Manager
Van Willis

Planning Administrator
Linda Bridges

Introduction

The 2014 Update process was conducted by Town of Port Royal staff under the supervision of the Beaufort - Port Royal Joint Municipal Planning Commission which served as the steering committee. The update process included the update of all relevant factual information, as well as revisiting and updating the Community Principals, Goals and Strategies.

This Document is a preface to The Town of Port Royal Comprehensive Plan 2009 and must be used in conjunction with (not instead of) that plan.

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LABOR FORCE AND LABOR FORCE CHARACTERISTICS	30
EXISTING HOUSING	34
POPULATION	39
	3

Executive Summary — This updates the Executive Summary of the 2009 plan.

- N Needs Implementation
- P Partially Implemented or Needs Continued Implementation
- C Completed

Community Principle: The Public Realm

Our sense of community is largely defined through the quality of the public realm. The streets, the water, and our natural resources are owned by the community and should be respected as such. The public realm and the adjacent development is an outward reflection of our community character, pride, and sense of place.

Goals

- Our streets will reflect our community character through a complete street design which considers the adjacent land uses and scale.

Strategies

- N ○ Develop a master plan and corresponding regulations to improve the aesthetics and functionality of Ribaut Road, including provisions for increased pedestrian safety. This master plan should also continue to promote the spatial rejoining of Port Royal created by Ribaut Road.
- P ○ Ensure that any roadways that are accepted by the Town for ownership or maintenance meet certain criteria in addition to the minimum engineering standards already required. Any streets or roadways accepted by the Town should meet at least the following standards; increase street connectivity for both vehicles and pedestrians, be beneficial to

X	Plan
X	Policy
	Program
	Action
	Regulation
	Other

typically remain unused.

C	<input type="radio"/>	Establish a complete streets design manual for Port Royal.	X				
P	<input type="radio"/>	Work collaboratively with Beaufort County and SCDOT on roadway improvements to ensure that roadway improvements respect and minimize negative impacts on surrounding neighborhoods. All state and county projects should complement the goals and objectives articulated in the Port Royal Comprehensive Plan. In order to ensure consistency, all transportation improvement projects should be reviewed by the Planning Commission. This review should begin early in the process, prior to the commencement of preliminary engineering.	x			X	
P	<input type="radio"/>	Continue with streetscape improvements throughout the Town, especially along major roadways such as Paris Avenue, Ribaut Road and Robert Smalls Parkway.			X		
P	<input type="radio"/>	Encourage the use and ownership of golf carts.					X
N	<input checked="" type="radio"/>	Develop a comprehensive bike and pedestrian plan to inventory existing facilities and identify new facilities needed.		X			

Community Principle: Commitment to Quality Development

Quality and character are inextricably linked. Our buildings and development will strive for quality, for permanence over short-lived. Quality design, materials, and construction will not be sacrificed in the name of affordability, as durability and efficiency produce affordability.

Goals

- Port Royal will continue to build upon its strong planning tradition in placing a high priority on the quality of the built environment.
- Port Royal will promote compatible infill and redevelopment.

Strategies	Plan	Policy	Program	Action	Regulatory	Other
<p>N ○ Identify infill and redevelopment priority areas. Conduct an infill parcel inventory in the identified priority areas.</p> <ul style="list-style-type: none"> • Establish GIS "screening" criteria to identify possible infill areas or parcels. Consider such factors as zoning, size of parcels, infrastructure, land use, and constraints to development such as wetlands. • For redevelopment, look at such factors as ratio of assessed value of improvements to land value, age of structure, etc. • Conduct field surveys to supplement GIS screening - condition of structures, surrounding land use patterns. 	X			X		
<p>P ○ Identify impediments to infill development and develop strategies to overcome the impediments.</p>		X			X	
<p>P ○ Work with established neighborhoods to develop neighborhood plans and/or guidelines for renovations, redevelopment, and new construction.</p>	X					
<p>P ○ Where feasible, streamline the permitting process. In order to attract more business development, consider "pre-permit" non-retail commercially zoned properties, similar to the process established in the Beaufort Commerce Park. This involves the local jurisdiction proactively analyzing the properties, assessing site conditions, determining the location of natural resources, determining appropriate locations for buffers, etc. for the purpose of completing portions of the development permitting process for the applicants.</p>				X		

Community Principle: The Importance of Urban Form

Land development regulations should respect a flexible mix of land uses, allowing the market to operate naturally over time. Regulations should focus on fundamental design issues, such as the proper placement of buildings on their sites. The position and proportion of the building in relation to the public space is far more important than the uses inside it or the style of its architecture.

Strategies

- P  Continue to maximize the retention of existing native vegetation over the practice of clearing and replanting. The types and arrangement of vegetation should correspond with the character. Urban areas should feature more regular spaces of trees and vegetation, whereas rural areas should maintain a more natural and organic look.
- P  Work to move existing utilities underground; require new utilities to be placed underground.
- C  Provide more flexibility in commercial zoning districts to permit smaller non-retail commercial uses such as contractor's offices, small assembly facilities, and small light industrial operations that do not adversely impact surrounding retail uses.

Plan	Policy	Program	Action	Regulatory	Other
	X		X	X	
	X				

Community Principle: A Town of the Water

Connection to the surrounding natural environment should be maximized, with public access to the waterfronts and clear vistas to the marshes. We will minimize impacts to these important resources through proper stormwater management and land development practices.

Goals

-  Port Royal will re-establish and strengthen its physical, social, and psychological connection with the water. The water's edge will be clearly defined as an important component of the public realm.
-  Port Royal will be protected by baseline standards for natural resources including salt marshes, marsh islands, coastal waters, and marine resources; trees, forests, and wildlife habitats; beaches and dunes; and open space preservation through the adoption of planning policies and regulations.

- ⚓ Port Royal will embrace and showcase its rich history and maritime roots.
- 💰 Port Royal will seek to increase the economic development activities related to the water, waterfront activities, and our maritime history.

Strategies

- N ○ Strengthen Port Royal's connection to the Intracoastal Waterway. Ensure public slips are provided in the port redevelopment marina to encourage ICW travel to stop in Port Royal.
- N 🏠 Redevelopment of the port property is a keystone in the future success of the Old Village. As such, this redevelopment should reflect the unique character of Port Royal while serving as an anchor to draw people into the Old Village.
- P 🏖️ Improve the quality and attractiveness of The Sands, including rehabilitation of the beach.
- P 🏞️ Establish the vistas at the terminus of numbered streets in the Old Village as pocket parks.
- P 🚢 Coordinate with Beaufort County to upgrade existing boat facilities as outlined in the SCDHEC/OCRM South Carolina Five Coastal County Boat Ramp Study.
- P 🏗️ Require development adjacent to the marsh and/or water to respect the public realm through the establishment of a public right-of-way adjacent to the resource. The intent of this strategy is to allow the public visual access and enjoyment to these public natural resources. This is especially important in major redevelopments, such as the port property and potential redevelopment of the Naval Hospital.

Plan	Policy	Program	Action	Regulatory	Other
	X	X		X	
			X		
			X		
			X		
				X	

Strategies

New Strategy Support Port Royal Sound Maritime Center and partner with them for stormwater management

- N Develop and implement a public education campaign to help prevent and mitigate nonpoint source pollution, as much of this type of pollution comes from private homes.
- C Develop and adopt subdivision regulations and design standards minimizing the amount of impervious surfaces and modifying current right of way requirements.

- N Utilize zoning to regulate recreational and occupational uses of the rivers that protects natural resources from pollution and inappropriate use.

P Address the CIP projects identified in the 2005 Drainage Study:

- South Paris Avenue, 9th and 10th Street Drainage System Improvements
- Casablanca Area Drainage System Improvements
- Columbia Avenue, Madrid Avenue, and 14th Street Drainage System Improvements
- 12th Street Culvert Rehabilitation
- Indigo Woods Court Culvert Rehabilitation

- P** ~~Continue to support the Low-Country Estuarium through promotion and financial support. Assist in the promotion of the capital campaign to construct the new facility.~~

- P** ~~Encourage the development of an interactive historical museum, which would include highlighting the shrimping industry and Port Royal's maritime history. This could potentially be developed in conjunction with the new Lowcountry Estuarium.~~

- N Reduce the impacts of septic tanks. Implement a septic tank maintenance program to encourage and/or require homeowners to have septic tanks inspected and maintained on a

Plan	Policy	Program	Action	Regulatory	Other
X				X	
		X	X		
	X				
	X				

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Strategies

period basis.

- P  Coordinate with the Beaufort Jasper Water and Sewer Authority to expand wastewater services into areas which cannot adequately support septic tank use.
- P  Improve stormwater management along streets/intersections which commonly flood.
- P  Maintain continuing use of the existing shrimping docks.

Plan	Policy	Program	Action	Regulatory	Other
	X		X		

Community Principle: An Authentic Community

Our authentic community embraces diversity in many ways, including socioeconomic, ethnic, housing, and cultures. We do not seek to be an exclusive enclave, but instead a welcoming community of people who share a common love for Port Royal.

Goals

-  Port Royal includes many diverse neighborhoods with their own character, but we recognize that we are all part of a larger community.
-  We will strive to efficiently provide community facilities and services to meet the needs of all Port Royal residents.
-  We will support private initiatives which serve community needs and improve the quality of life in Port Royal.
-  Port Royal will foster and encourage the continued development of the arts community.

- ☒ Port Royal will have a mix of diverse housing options available to provide quality housing for a diverse socio-economic spectrum.
- ☒ Infill development with housing types appropriate for the neighborhood will help stabilize older neighborhoods and strengthen community.
- ☒ Port Royal will participate in addressing affordable and workforce housing needs on a regional basis through a multi-jurisdictional approach.
- ☒ Port Royal will be attractive for a diverse population of retirees, young families, and professionals in order to have a stable population mix and increase prosperity.

Strategies

- P  Continue to educate the public about the annexation process and how to evaluate when annexation is appropriate. Land located inside the Port Royal Growth Boundary is anticipated to ultimately annex into the Town with a demonstration that adequate public facilities are available or will be available at the time of development and that negative impacts of development will be mitigated. However, annexation is currently a largely misunderstood issue which needs to be better understood by the public.
- P  Continue to present and support town concert series, cultural events, and festivals.
- P  Support the Historic Port Royal Foundation (HPRF) with projects and capital improvements.
- N  Encourage citizens to restore and preserve historic sites and properties by coordinating

Plan	Policy	Program	Action	Regulate	Other
	X				X
	X				
	X				

Strategies	Plan	Policy	Program	Action	Regulatory	Other
with local historic foundations.						
N Assess the cultural resources, such as oral history and the physical, built environment, and develop a plan to protect them.	x					
New Strategy <u>Work with the Santa Elena Foundation to promote Port Royal as "Where America Began"</u>						
P Should the Naval Hospital site be redeveloped, the existing hospital building should remain and be redeveloped to retain its landmark significance.	X	X				
P Improve public access to the Emancipation Proclamation site.			X			
N Expand and upgrade the Shell Point county park, including increasing connectivity to surrounding areas. Add the adjacent church property to expand the park.			X			
N Establish a performance arts venue.			X			
P Establish a dog park with facilities and supplies for waste disposal.			X			
N Work to prevent the negative impacts of gentrification from disproportionately affecting the low to moderate income residents of Port Royal. <ul style="list-style-type: none"> Explore property tax controls which would ensure that residents who wish to remain in their homes are able to do so. Encourage the renovation and reuse of abandoned and dilapidated properties within the Town. Encourage lease-options to increase affordability. 	X			X		

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Strategies

- N  Pass a mandatory inclusionary zoning ordinance which would require new residential development to address the provision of affordable dwelling units. The inclusionary zoning policy should include provisions for, on a case by case basis, a housing fee in lieu of, 0 off-site inclusionary units, land donation, and incentives such as density bonuses that are greater than the Inclusionary Zoning set aside so that the builder can reap the benefit of some bonus market-rate units.
- P  Hold long-range meetings of the Planning Commission to advance the goals of the comprehensive plan and monitor progress.
- P  While we cannot control the population of those who chose to live in Port Royal, we can enact strategies which provide the characteristics desirable to this mix, including high quality schools, attractive jobs, and a good quality of life.

Plan	Policy	Program	Action	Regulatory	Other
	X		X	X	

Community Principle: The Three E's: Environment, Economy, Equity

As a community which has stood the test of time, we will continue to sustain our community and resources:

- *Environment – The built environment will be designed, built, and maintained to minimize impacts on the natural environment.*
- *Economy – Our government services will be fiscally responsible and maximize return on investment. We will support entrepreneurial ventures which strengthen our local economy.*

- *Equity – A diverse range of household incomes should be encouraged with dignified forms of both affordable and market-rate housing.*

Goals

GO We recognize that sustainable development must consider environmental stewardship, social equity, and fiscal responsibility.

ENV Through appropriate stewardship of the land, the Town of Port Royal will preserve and enhance its natural beauty, environmental quality, and natural resources, ensuring harmony between the natural and manmade environment.

PO An integrated ethnic and socioeconomic diversity of the region will be promoted regionally, and in particular the ability of indigenous population groups to remain a contributing part of the region and benefit from the opportunities that come from growth will be protected.

\$ Port Royal will support the growth and development of quality jobs and businesses in the community.

Strategies

P **GO** Implement a property maintenance campaign to encourage/require property owners to maintain their property.

C **GO** Create incentives to encourage higher density development in those areas where it is

Plan	
Policy	X
Program	X
Action Item	
Regulatory	X
Other	

Strategies

desired, as well as protecting naturally sensitive areas.

- C  Adopt a comprehensive lighting ordinance to require cutoff fixtures and similar strategies to minimize light pollution.
- P  Make the protection of water quality a priority by implementing the recommendations of the Beaufort County Special Area Management Plan (SAMP). In particular:
 - BMP's: Require all developments to adhere to the Beaufort County Best Management Practices (BMP's) Manual.
 - Adopt baseline standards for critical line setbacks and natural vegetative buffers: Establish buffer requirements along the marsh and state waters to mitigate the impacts of nonpoint source pollution. Recognize that the development of boardwalks, riverwalks, etc. along the water's edge may be appropriate within the village core in order to maximize connectivity to the water and create a vibrant waterfront community. Additional guidelines should be met to relieve the buffer requirements. Stormwater management must be designed to compensate for the reduction or elimination of the natural vegetative buffer and increase in the amount of impervious surfaces.
 - Develop and adopt baseline standards for the protection of freshwater wetlands.
- P  Recognize and protect wetlands for their capacity to filter pollutants and control flooding

Plan	Policy	Program	Action Item	Regulatory	Other
X				X	
				X	

Strategies

and erosion. Wetland protection requirements for planned communities in the Shell Point Overlay District currently apply and should be established uniformly throughout the Town. This should include policies for the management of wetlands smaller than one acre. These wetlands are not adequately protected under current state and federal policies and many rare species use only these small wetlands as habitats.

P

Continue working with Beaufort County to utilize the "Greenprint" process for targeting the acquisition of future preserved lands. Actively participate in Beaufort County's Rural and Critical Lands Acquisition Program by nominating appropriate land within the Town limits for purchase and preservation through the program.

Plan	Policy	Program	Action Item	Regulatory	Other
		X			

Strategies

- P  Use the Port Royal Rookery – Cypress Wetlands to Encourage conservation and protection of native birds, wildlife and habitats.
- N
- P
 - Establish contact and network with conservation organizations at the local, state and federal level to assist in identifying, preserving, and managing the Town’s natural resources.
 - Work with Beaufort County Open Land Trust and other conservation organizations to acquire, manage and preserve open space and scenic vistas.
 - Evaluate the Town’s open space development standards to more accurately reflect its urban context.
 - Require future land development practices to be compatible with the existing topography, vegetation, and scenic vistas.
- P  Foster responsible environmental stewardship in both public and private enterprise and endeavors.
 - Review existing land and water uses for pollution and habitat degradation. Revise regulations as necessary.
 - Encourage and develop incentives for conservation efforts and sound environmental management by both residents and businesses.
 - Promote economic development compatible with adjacent land uses and the natural environment.
 - Encourage energy consciousness and conservation among the Port Royal residents,
- N
- N
- P
- P

Plan	Policy	x Program	Action Item	Regulatory	Other
	X			X	

Strategies

- P
 - businesses, property owners and developers.
 - Encourage all new construction to incorporate “green” building techniques and to pursue certification such as the U.S. Green Building Council’s Leadership in Energy and Environmental Design (LEED) certification.
- P
 - Strengthen and expand the Town’s recycling program.
- N
 - Explore the possibility of instituting a composting program throughout the Town.
- P ~~☞~~ Consider an open space land bank where fees are collected in lieu of open space to apply to the purchase and preservation of larger or more critical lands.
- P ~~☞~~ Evaluate incentives to encourage infill development and/or redevelopment on lots or properties already served by water and sewer.
- P ~~☞~~ Encourage the adaptive reuse of abandoned buildings as an alternative to new construction.
- N ~~☞~~ Inventory the existing supply of appropriately zoned land and vacant non-residential structures available for non-retail commercial development within the Town of Port Royal and assess the present opportunities they provide for competitive economic development. Make this inventory and assessment available to local and regional agencies involved in promoting economic development.
- P ~~☞~~ Encourage industries that support sustainable practices by promoting renewable energy

Plan	Policy	Program	Action Item	Regulatory	Other
	X				
	X				
		X			
			X		
	X				

Strategies

and attracting or growing value-added industries that support using locally available resources such as agricultural or seafood products.

- P  Consider utilizing high performance green building standards through the Leadership in Environmental and Energy Design (LEED) through the US Green Building Council in all future civic projects to conserve energy and set a precedent of conservation in the Lowcountry.

Plan	Policy	Program	Action Item	Regulatory	Other
	X				

Regional Cooperation

Although regional cooperation is a high priority for the Town of Port Royal, it is not articulated as a community principle due to the multi-jurisdictional agreement needed for true regional cooperation to occur.

Goals

-  The Town of Port Royal will coordinate growth with the City of Beaufort and Beaufort County, especially around the current and future edges of the communities.

- 10 Port Royal will support the vision for Northern Beaufort County to maintain a distinct regional form of compact urban and suburban development surrounded by rural development for the purpose of reinforcing the valuable sense of unique and high quality places within the region.
- 11 Port Royal will participate with other jurisdictions in Northern Beaufort County in developing methods of creating and permanently preserving a regional open space system.
- 12 Adequate and timely regional infrastructure and public facilities will be provided in a fair and equitable manner through a cooperative process in which all units of local government participate and act in the spirit of partnership.
- 13 A strong, vibrant, and healthy economy will be achieved through a successful economic development program in order to ensure the long term success and viability of the Northern Beaufort County region.
- 14 Port Royal will work collaboratively with Beaufort County and other neighboring jurisdictions.
- 15 Port Royal will coordinate with other jurisdictions in Northern Beaufort County to maintain a fiscally sustainable system of funding regional capital infrastructure, operating, and maintenance needs.
- 16 Port Royal will continue to participate in the Northern Beaufort County regional planning effort to implement the regional plan.

Port Royal will participate in the Lowcountry Joint Land Use Study

Strategies

- P Support regional transportation planning efforts, including mass transit and water-borne

Plan	X
Policy	
Program	
Action	
Regulatory	
Other	

Strategies

ferry service between the islands.

- P Work with other jurisdictions in Northern Beaufort County to explore and evaluate a range of transportation improvements, including road capacity improvements, transit, pedestrian and bicycle connections, enhanced access management, and operational improvements. It is important to recognize that these approaches should be explored and evaluated, and that flexibility is needed to determine the best specific solutions based upon analysis of changing conditions.
 - Transit and Travel Demand Management - A transit route could reduce the trips made across the Key-Woods Memorial Bridge and US 21 river crossings. A circulator between these areas would need to operate with frequent service/short headways to be effective in attracting riders to switch modes from automobile use. A program to provide an organized approach to teleworking, flexible work hours, carpool matching, and vanpool services is recommended for the Downtown Beaufort and Port Royal areas. A second program to focus on U.S. Marine Air Station carpooling is also recommended. The transit and travel demand management strategies will require more detailed study to determine the anticipated level of benefits and feasibility.
 - Pedestrian and Bicycle Connections - Providing local pedestrian and bicycle connections where commercial areas are present near residential communities could reduce trip making along adjacent arterials.
 - Access Management - Access management along major corridors is recommended to maximize the capacity available to move through traffic. Implementation of the Robert Smalls Parkway plan and associated ordinance is key for this corridor.
- P Work collaboratively with Beaufort County and the jurisdictions within Beaufort County to seek integrated solutions to complex transportation issues. More specifically, work to

Plan	Policy	Program	Action	Regulatory	Other
X	X				X

Strategies

implement the regional transportation plan integrating road improvements, bicycle facilities, pedestrian facilities, and transit improvements as developed for the US Department of Transportation (DOT) Transportation Investment Generating Economic Recovery (TIGER) grant program.

- P ○ The Northern Beaufort County Regional Plan provides recommendations for the following transportation improvements, at least a portion of which are located within Port Royal.
 - ~~Port Royal to Yemassee Trail~~ ~~The Spanish Moss Trail~~ - Implementation of a bike corridor along the abandoned railroad corridor west of US 21 is recommended to provide access to an alternative transportation mode for those along the US 21 corridor. This corridor would provide a trail that is separated from automobile traffic, enhancing safety for all users over on-street bike lanes or “share the road” designations.
 - US 21 to SC 170 – Western Bypass (Planning, feasibility analysis, and right-of-way for a 2 lane road with turn lanes and bicycle lanes) – This connection will provide a link from the US 21 corridor to the SC 170 and SC ~~892-128~~ corridors. This connection has the potential to relieve US 21 for traffic traveling to/from SC 170, as well as serving some traffic along US 21 north of Beaufort that is destined for Port Royal, Lady’s Island, or St. Helena Island. This project will provide the planning and analysis needed for consideration of this alternative for application beyond year 2025.

- N ○ Work together with other jurisdictions in Northern Beaufort County to create and maintain an improved regional growth tracking system, including a land demand and land use forecasting model integrated with other regional models (such as the transportation model) that can be used by all entities for planning purposes.

- P  Work with other local governments in Northern Beaufort County to establish a common

Plan	Policy	Program	Action	Regulatory	Other
	X		X		X
	X				

Strategies

definition and baseline standards for open space. This would address such concerns as whether wetlands can count towards required open space, whether stormwater detention ponds could be placed within open space, and to what degree does open space serve recreation needs vs. preservation needs.

- P  Participate in the Beaufort County Affordable Housing Consortium and/or other partners to work collaboratively with the Beaufort Housing Authority to address affordable housing needs in the region. Investigate innovative approaches in mixed-use, mixed-finance developments to meet affordable housing needs without segregating those in need of assistance.

Plan	Policy	Program	Action	Regulatory	Other
		X			

Strategies

- P  Work jointly with other local governments to:
 - Identify federal and state funding streams to address the housing needs throughout the county. In addition to applying for such funds directly, work with nonprofit organizations such as the Economic Opportunity Commission, Habitat for Humanity, the Lowcountry Community Development Corporation of Hilton Head and other agencies to maximize the utilization of funds to increase housing opportunities.
 - Make home repair and replacement of substandard housing a housing priority to further the recommendations outlined in the 2004 Workforce Needs Assessment. In order to maximize the amount of grant funds available for housing rehabilitation, continue to provide local matching funds to the Lowcountry Regional Home Consortium (comprised of Beaufort, Colleton, Jasper and Hampton Counties), which is eligible to receive Home Investment Partnership Funds (HOME) and American Dream Down Payment Assistance Funds from HUD. The funds can be used to increase the affordable housing stock by providing down payment assistance to eligible first time homebuyers; sustaining homes through home repair; assisting with the development of new homeowner and rental units; providing assistance for infrastructure; and encouraging involvement of community based non-profit homeownership initiatives.

- P  Work with other neighboring jurisdictions to facilitate a higher level of coordination with the Technical College of the Lowcountry and the University of South Carolina Beaufort to establish research and development facilities to provide workforce development and stimulate high-tech entrepreneurial activities in the region.

- P  Work with neighboring jurisdictions in Beaufort County to adopt Regional Level of Service (LOS) Standards: In order to establish a foundation for coordinating transportation and parks planning across the region, each of the Participating Local Governments will adopt the

Plan	Policy	Program	Action	Regulatory	Other
	X		X		X
					X
					X

Strategies

- N  Consider Funding Tools that Require Changes in State Legislation: If the available funding tools are not adequate to address the funding gap, particularly the operating cost gap, it may be necessary to lobby the state to initiate legislation that would enable new funding sources.
- P  Explore New Institutional Arrangements: Where appropriate, new institutional arrangements to facilitate multi-jurisdictional cooperation on funding issues should be explored.
- P  Continue to maintain a good relationship and foster coordination and planning with Parris Island.

[New Strategy](#) **[Actively participate on the Lowcountry Joint Land Use Study's Technical Committee](#)**

Plan	Policy	Program	Action	Regulatory	Other
	X				X