# BEAUFORT–PORT ROYAL
# METROPOLITAN PLANNING COMMISSION

## AGENDA

1911 Boundary Street, Beaufort, SC 29902
Phone: 843-525-7011 ~ Fax: 843-986-5606
**Monday, July 20, 2015, 5:30 P.M.**
**City Hall Council Chambers, 1911 Boundary Street, Beaufort, SC**

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**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 April 20, 2015 Meeting**
**B. Minutes of May 18, 2015 Meeting**
**C. Minutes of June 15, 2015 Meeting**

**IV. Review of Projects for the City of Beaufort:**

**A. City of Beaufort – New Street Name.** Naming an existing unnamed lane in the Northwest Quadrant, "Wilmington Lane".

**B. City of Beaufort – UDO Amendment.** Revising Section 5.1.A, "Use Tables," and Section 5.3.D, "Specific Use Standards; Commercial Uses," to add retail sales and restaurants without drive-thrus as conditional uses in the Limited Industrial District.

**C. Council Update.**

**V. New Business:**

**VI. Review of Projects for the Town of Port Royal:**

**A. No Projects.**

**VII. Review of Projects for the County of Beaufort:**

**B. No Projects.**

**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 **April 20, 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, Bill Harris, Robert Semmler, Tim Rentz, and George Johnson, 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 Harris made a motion, second by Commissioner Semmler, to approve the minutes of March 16, 2015. The motion to accept the minutes as submitted passed unanimously.**

**REVIEW OF CITY OF BEAUFORT PROJECTS: FIVE-YEAR REVIEW OF COMP PLAN**

At the last Metropolitan Planning Commission meeting, Ms. Anderson said she had suggested using the Civic Master Plan as the 5-year review, and the commissioners had agreed to that. The new form-based code, she said, "is going well." They will work on it in the spring and summer at staff level, then "get a streamlined committee together in the fall." It will be smaller than before – Ms. Anderson said she would suggest 7 members – and they would focus on technical review, because the first time the form-based code committee met, they didn't do that because there were also interested citizens on it who didn't "know how code works, so it was slow-going." This time, she is recommending that representatives from the city's boards and commissions comprise the board because they're familiar with code and the development process. They hope to have it before the public by the fall and adopted in 2016. **Lauren Kelly** is on maternity leave but working from home on the code.

Chairman DeVito asked Ms. Anderson if the review of the Civic Master Plan served as an update on the comp plan from the city attorney's perspective. Ms. Anderson said she hadn't discussed that with the city attorney, but "the wording of the state code does say 'a review'." Chairman DeVito asked Ms. Anderson what she needed from the Metropolitan Planning Commission. Ms. Anderson said she thinks there should be something in the record that the Civic Master Plan would serve as the commission's 5-year review. Chairman DeVito said she was asking for a motion and a vote that the commission supports the Civic Master Plan as the 5-year update to the Comp Plan. Chairman DeVito corrected himself: it was *not* an update, he said. It was a "review."

The Civic Master Plan has been incorporated into the Comp Plan, Ms. Anderson said, and "made that document longer." Chairman DeVito said they had spent time reviewing the Comp Plan to do the Civic Master Plan, so that was the review. Ms. Anderson said the Civic Master Plan is "much more specific" than the Comp Plan. It takes general land use categories and develops specific redevelopment scenarios. The Civic Master Plan has "the same sort of structure that's in the Comp Plan."

Commissioner Semmler asked if this would satisfy state law. Ms. Anderson said state law says you have to review the Comp Plan every 5 years and update it every 10 years. So the review of the Comp Plan to develop the Civic Master Plan would serve as that review. Commissioner Semmler said for the Community Development Code, at the county level, they are reviewing the county's comp plan right now, and the completion of one didn't "negate the need to review the other." He asked if it was a matter of finding a group of people who could do the review. Ms. Anderson said no, it would be the Metropolitan Planning Commission that would do it, but she doesn't know what they would gain "from another planning effort." They just spent 2 years looking at the Civic Master Plan, which is detailed, so it seems pointless to go back and look at it "in a more general way" by way of the Comp Plan.

Commissioner Semmler said part of the Comp Plan is the recommendations at the end of each chapter. He liked how **Linda Bridges** did it for Port Royal. He asked if they were "beyond that." Ms. Anderson said they could certainly do it, and one of the attachments is the Executive Summary, so they could go through that. Chairman DeVito said he could understand doing "part of the activity." He said he hears Commissioner Semmler saying that to vote on it – "because this group wasn't part of" the review of the Comp Plan at the time – they should go through it again. Commissioner Crower said they could go through the executive summary, like they did with Ms. Bridges, and look at each of the projects, and see where they are. Chairman DeVito asked if staff could quickly do something similar to what Ms. Bridges had done. Ms. Anderson said it would help if it were done in the context of a workshop. Chairman DeVito asked the commissioners if they could come 30 minutes earlier to the next meeting for that purpose. There was general agreement that they would do that for the first 30 minutes of the next commission meeting.

**NEW STREET NAME ON LADY'S ISLAND: SEA POINT DRIVE**

Ms. Anderson said this street is behind Publix on Lady's Island, and she indicated it on a map. The new apartments going in are Sea Pointe Apartments. This is an existing platted right-of-way. 911 doesn't want the "e" on the street name, she said. **Commissioner Harris made a motion to approve the name Sea Point Drive. Commissioner Semmler seconded. The motion passed unanimously.**

**COUNCIL UPDATE**

Ms. Anderson said the annexation and rezoning of property on Roseida Road was complete at the March 24 council meeting. Also, the Allison Road property was rezoned.

**REVIEW OF TOWN OF PORT ROYAL PROJECTS**

**Town of Port Royal – Annexation**

Annex 4.04 acres on Robert Smalls Parkway. The property is further identified as District 100, Map 28, Parcel 120B.
Applicant: Palmetto State Bank (owner)

**Steve Mitchell** is an agent and engineer who brought the project to the Town of Port Royal, Ms. Bridges said. He was not present at the meeting. Its 4 acres of property owned by Palmetto State Bank. It has no address assigned, and it's undeveloped. She showed an image of it, with Robert Smalls Parkway going in front of it, but she said Robert Smalls Parkway "doesn't touch it." There's an access easement granted into it.

It's currently zoned C-4 Community Center Mixed Use by the county. That page from their code is included in the commissioners' packets, Ms. Bridges said. C-4 provides for a limited number of retail and office uses. The intensity standards are set to be as suburban as the surrounding suburban area. This prevents a "strip development," and fosters "neighborhood centers with a sense of place."

In regard to annexation, Ms. Bridges showed the Future Land Use map. This property is within the future growth boundary. In regard to delivery of services, they are already delivered beyond this property and in its vicinity. All services have adequate staff for this property to come into the town.

**Town of Port Royal – Zoning request**

Zone 4.04 acres on Robert Smalls Parkway. The property is further identified as District 100, Map 28, Parcel 120B. The requested zoning designation is T4 Neighborhood Center Open.
Applicant: Palmetto State Bank (owner)

The request is that it be zoned T-4 Neighborhood Center Open. Ms. Bridges showed on the Future Land Use map that the property is in an activity center, and on the spectrum, this zoning should place it at the appropriate level of intensity. Ms. Bridges said they're looking for mixed-use, pedestrian accessibility, with interconnected street networks. When development is proposed, the code gives them the ability to ask for/demand these things, she said. The current county zoning is compatible with what the Town of Port Royal has to offer. "We're not going off into some new territory here," Ms. Bridges said. "We're going off a pattern that's already been established." She said they found no environmental issues. Property owners within 400' were sent notification letters.

Commissioner Semmler said he could see the Neighborhood Center zoning "becoming fast-moving." He asked about Carolina Lakes, the subdivision behind Anderson. Commissioner Semmler said they had just gotten permission to start building. Ms. Bridges said they have infrastructure permission. **Commissioner Semmler made a motion to recommend annexation of 4.04 acres on Robert Smalls Parkway, property further identified as District 100, Map 28, Parcel 120B. Commissioner Harris seconded. The motion passed unanimously.**

**Commissioner Semmler made a motion to recommend zoning the same parcel just annexed T4 Neighborhood Center Open. Commissioner Rentz seconded. The motion passed unanimously.**

**Town of Port Royal – Annexation**
Annex .95 acres on Robert Smalls Parkway. The property is further identified as District 100, Map 28, Parcel 202.
Applicant: Dia Singleton (owner)
Ms. Bridges said Mr. Mitchell also is helping the owner, **Dia Singleton**, in this process. It's just under an acre of land at 590 Robert Smalls Parkway. It's in Beaufort County and has C4 Community Center Mixed Use zoning currently. In regard to the annexation, Ms. Bridges showed the Future Land Use map and said they were approaching the growth boundary. It's appropriate for annexation and "has the same rationale for delivery of services to the property." In regard to land use compatibility, it is very similar to the last application. It's in an activity center, and they are requesting T-4 Neighborhood Center Open.

Ms. Bridges showed the zoning map for this property. It's across the street from the Fun Park. There are no environmental issues discovered. Letters were sent to property owners. One neighbor called for clarification about why she was receiving the letter, and "when she found out it would not affect her property, she wished her cousin 'Godspeed,'" Ms. Bridges said. **Commissioner Crower moved to recommend annexation of the .95 acres on Robert Smalls Parkway. Commissioner Harris seconded the motion. The motion passed unanimously.**

**Town of Port Royal – Zoning request**
Zone .95 acres on Robert Smalls Parkway. The property is further identified as District 100, Map 28, Parcel 202. The requested zoning designation is T4 Neighborhood Center Open.
Applicant: Dia Singleton (owner)

**Commissioner Crower moved to recommend zoning of this property as T4 Neighborhood Center Open. Commissioner Harris seconded. The motion passed unanimously.**

**Town of Port Royal – Annexation**
Annex 10 acres near Robert Smalls Parkway. The property is further identified as District 100, Map 31, Parcel 17A.
Applicant: Kevrin Simmons (owner)

Ms. Bridges said the owner had called Town Hall that afternoon and asked for this annexation and rezoning to be removed from the Metropolitan Planning Commission's agenda until further notice.

**COUNCIL UPDATE**
Ms. Bridges said there was no second reading on the 11-acres on Shell Point. The applicants asked that it be removed. "We were down two councilpersons," she said, so neither council nor the applicants wanted to go forward with that vote, though they had a quorum. It's pending, she said. A councilperson had made a motion to table the matter's second reading until full council was present, and that councilperson is the only one who can bring the matter back up for second reading, Chairman DeVito said. The Metropolitan Planning Commission is legally constrained by the state to only 30 days' delay, or the matter may move on without its recommendation.

Council had first reading and will have a public hearing on the gas pump issue of the code. Metropolitan Planning Commission recommended 9 as the highest number of pumps allowed. At first reading, town council had asked that the number be limited to 6 on Ribaut Road but 9 anywhere else in town. It should be on the town council agenda for second reading the second week in May.

Chairman DeVito said he was disappointed about the port sale. In regard to the Spanish Moss Trail, the county grant had "hit a snag at the DOT-level." They were able to get a revisit hearing 2 weeks ago and "left with high hopes." They're waiting to hear the results, and Chairman DeVito said they are hopeful they will be able to move forward and start construction. Ms. Bridges said the last issue she'd heard about was minority-owned business. That was what was at issue, Chairman DeVito said. "The grant says you have to produce a good faith effort to bring 15% minority-owned businesses," so the hearing was to bring all the documents to show they had done all they could and got 11% on their second try.

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 6:06 p.m.

DRAFT

A meeting of the Beaufort-Port Royal Metropolitan Planning Commission was held on May 18, 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, Bill Harris, Robert Semmler, Tim Rentz, and George Johnson, 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**

Vice Chairman Crower called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

*The stenographer was not present to record the first half hour of the meeting, owing to having missed notice of its earlier-than-usual time.*

**MINUTES**

**Commissioner Rentz made a motion, second by Commissioner Johnson, to approve the minutes of February 16, 2015. The motion passed unanimously.**

**REVIEW OF IMPLEMENTATION PRIORITIES FOR THE 2009 COMP PLAN**

Commissioner Johnson complimented Ms. Anderson on her section on sea level rise. He said he'd emailed her "text from the comp plan and said they're "both on the same wavelength." The "hotspots" are the same as those the committee has identified. Presentations were given to the Town of Port Royal and Beaufort County councils in the last week on this subject. The committee's next step is to look further at mitigating hazardous points. He asked if the county's hazard mitigation plan includes town issues within it. Ms. Anderson said it's a multi-jurisdictional plan and includes the county as well as the various jurisdictions. It needs to be updated every five years, and she believes "probably we're getting close." Commissioner Johnson said the committee is undertaking the hazard mitigation task, so efforts should be coordinated. He asked if addressing hazardous areas in town for storm surge and sea level rise would be a priority for Ms. Anderson. She said it would be appropriate to address those issues through the hazard mitigation plan.

She said she expects the new flood maps will be released in the late fall. This has "direct, current impact on the development process." It will be interesting to see if the flood zone is expanded or contracted, and if the flood elevation is going up or down. Ms. Anderson said she needs to check on when the hazard mitigation plan needs to be updated. If the flood zones change, it will factor into the model. There will be an opportunity to do that in the next 18 months, she feels they should add it.

Commissioner Crower asked about the composition of the form-based code group. Ms. Anderson explained that she's hoping for seven members: two city representatives from the Metropolitan Planning Commission, and one each from the Zoning Board of Appeals, Historic District Review Board, Design Review Board, council and the Redevelopment Commission. The code will come back to the Metropolitan Planning Commission, "but at least the two city members will have been there through the whole process."

Chairman DeVito asked how this should be handled procedurally. There had been conversation about the tree canopy. Before moving sea level rise, he said, it would be interesting to see what the hazard mitigation plan timeframe is; it would help them to know whether to do it now or after the hazard mitigation plan is done. He said he needs to be filled in on the Southside Park issue, and asked the commission's pleasure on next steps.

Commissioner Rentz asked if the city needs action within a specific time. Chairman DeVito said, "They need an action from us to kind of close the book on the Comprehensive Plan being reviewed." This will show that the commission has agreed on the top priority list, which then takes them to the full rewrite in five years. Commissioner Semmler asked if it's doing Ms. Anderson "a disservice if we don't ask to table this for at least a month and come back with possibly other recommendations for this." He said he feels "it's a great list," and he only found two things to comment on or ask about. He added that he thinks the committee that Commissioner Johnson had mentioned is a good idea.

Chairman DeVito said if the mitigation committee is forming in 6 months, which boosts it to the top of the list: "to say that the city participate actively in that mitigation rewrite." On the other hand, it might not show up for another 24 months: maybe "it's not as important," but it's "on our radar." Commissioner Semmler said the Metropolitan Planning Commission might not find anything to add to Ms. Anderson's list, but he doesn't know because he hasn't given it 100% yet.

Chairman DeVito said there could be a motion to take it away for review, and then they can finalize the list at next month's meeting. Commissioner Crower said the only reason he can think of to postpone action is that this has been an informal discussion, and it had not been recorded, so what they had discussed "should be treated as a workshop," and the commissioners can take it away and come back with a final list to prioritize at the next meeting.

Commissioner Rentz asked about setting goals for the development code process. Ms. Anderson said she "could take a shot at it" and could "use this as a guideline for setting goals" for the code. Commissioner Rentz said setting goals could be an action item. Ms. Anderson said she'd like council to set them, and then they're given to the committee,

so that they know what to do, and so they don't waste time doing things that council doesn't want.

**REVIEW OF TOWN OF PORT ROYAL**

**Town of Port Royal – Annexation**

Annex 30 acres at or near 551 Robert Smalls Parkway and 153 Castle Rock Road. The property is 4 parcels and is further identified as District 100, Map 28, Parcels 188 and 120 and District 100, Map 31, Parcels 13 and 3.
*The applicants are Kenneth Middleton, Gloria Lynch, heirs of Susie Middleton, heirs of Victoria and Joseph Middleton, Abraham Middleton, and heirs of Sadie Middleton.*
*The applicants' agent is Kevin Dukes of Harvey and Battey.*

These applicants all owners of the parcel, and Ms. Bridges said **Kevin Dukes** "is ushering this through the system." Ms. Bridges said there are two departures from the staff report: Parcel 3 / 153 Castle Rock Road has had a subdivision last week that resulted in a new parcel. She showed the commissioners the difference in how it looked before and after the subdivision. "A third-of its former self" is what they are asking to have annexed, Ms. Bridges said. Chairman DeVito clarified that the owners are only asking to annex "Parcel A," and Ms. Bridges said yes.

The parcel will now be #1047, and the one residence will not be a part of this, Ms. Bridges said; it will be 100% undeveloped. No one will be living on the property that has petitioned to annex. To summarize, she said, it is approximately 28 acres, not 30.32. The plat reference is District 100, Map 28, Parcels 118 and 120 and District 100, Map 31, Parcels 1047 and 3. The single-family residence at 153 Castle Rock Road is now taken out. All of the parcels are vacant and have no addresses.

The parcels are included in the Future Land Use map, Ms. Bridges said. In regard to the delivery of services, she showed the other parcels in the surrounding area, "so the delivery of services should be efficient" from the Town of Port Royal, as it's in the vicinity of its regular residential service delivery. She showed the town's future growth boundaries, including this parcel under consideration, which will be the outer boundary in that quadrant for the town to grow. Over that negotiating boundary, Ms. Bridges said, someone who wanted to annex would come to the City of Beaufort, not to the Town of Port Royal.

**Town of Port Royal – Zoning**

Zone 30 acres at or near 551 Robert Smalls Parkway and 153 Castle Rock Road. The property is 4 parcels and is further identified as District 100, Map 28, Parcels 188 and 120 and District 100, Map 31, Parcels 13 and 3. The requested zoning designation is T-4 Neighborhood Center.
*The applicants are Kenneth Middleton, Gloria Lynch, heirs of Susie Middleton, heirs of Victoria and Joseph Middleton, Abraham Middleton, and heirs of Sadie Middleton.*
*The applicants' agent is Kevin Dukes of Harvey and Battey.*

In regard to zoning, Ms. Bridges said the commissioners had been given current zoning. The property is in Beaufort County and has been zoned by it. The zoning designation is C-3 Neighborhood Mixed Use. She read the description of C-3 from the county's development code, so the commissioners could get a feel for what the county allows in that zone: high-quality moderate density, walkability, limited area for commercial spaces, etc.

The second change, Ms. Bridges said, was that when the staff report was written, the request was for T-4 Neighborhood Center, then late last week, the applicants amended the request to T-3 Neighborhood for *all* parcels. There are a couple of mitigating factors: the county has properties zoned C-3, which "means something," Ms. Bridges said, "throughout all the development codes." Whenever "3" is used, "no matter . . . the letters that come before it, we're on the same ground, and this was going somewhere else." She said the reason "why it might be OK to go somewhere else," was because the town "already has T-4 zoning out there . . . in the vicinity." Ms. Bridges said she'd tried in her staff report "to give credence to the concept that we could go" to the requested T-4 "because the Comprehensive Plan tells us we can do that." She demonstrated this with the Future Land Use map spectrum. "Density doesn't change much," she said. Townhouses are allowed in T-4, but not in T-3. Bigger apartments, general offices, and services are allowed in both; retail is not allowed in T-3. With T-3 zoning, "we would expect to see something that looks very much like (the) Shadow Moss" subdivision, Ms. Bridges said. She's "not worried about changing the flavor in going to the T-3. It's almost 30 acres; it's not a spot zone." She said they "might be starting a new trend" in regard to "the right-sizing of the product out there."

Ms. Bridges said she knows this is a lot of changed information to bring to the commission. No environmental issues were identified, she said. It's not in the flood plain on current maps, and property owners within 400' were sent letters.

Chairman DeVito said some of the parcels are going "to create a donut hole when we're done." Ms. Bridges agreed. He asked her if the parcel owners who will be in a donut hole had been contacted, so they would know that they "are completely surrounded" and to see if "they wanted to participate." Ms. Bridges said it's probably legal, but it is not council's direction for staff to "ever reach out" and do that. Chairman DeVito confirmed that they would have received notice about this petition, however, so they may know from that that they will be completely surrounded.

Chairman DeVito said in regard to the T-3, he "kind of like(s) it . . . The same flavor is already there" in the surrounding area, and it's "starting to softening up from the Highway Commercial." Ms. Bridges said she could elaborate on some unincorporated, undeveloped, subdivided lots that look like Shadow Moss and other similar lots.

Commissioner Rentz asked about the new parcel, 1047: since it is T-3, "and the one next to its T-4, that's not spot zoning for just that one parcel?" It's not been annexed, Chairman DeVito said. "One of the things we've got to do is rezone it," Commissioner Rentz said. Chairman DeVito asked if Commissioner Rentz was thinking that the part of the parcel that lies against the existing T-4 should also be T-4. Mr. Dukes said he would cover this when he made his presentation.

Commissioner Harris asked, "Are we holding ourselves to saying (that) these three bigger parcels and one smaller parcel are all the same zoning?" Ms. Bridges said they don't have to hold themselves to that, but that is the applicant's request. He asked how the applicant feels about the T-3 versus the T-4 Open. She said Mr. Dukes could talk to them about that.

Commissioner Semmler asked if there wasn't a Neighborhood Center designation at the intersection of Castle Rock Road and Robert Smalls Parkway. The donut hole doesn't bother him, he said, but there has to be an easement so that a parcel isn't landlocked. Ms. Bridges said in regard to the landlocked properties, she recalled that when they had annexed other properties in the area, she had driven down Anderson Lane, and she thinks that lane is probably the easement.

Mr. Dukes said that he and others at Harvey and Battey represent all but one of the owners of the property in the area. They have been working on this property for 10 years because there are 10+ heirs. About a year ago, the title was quieted, and that's when they started the annexation process, because part of a partition cause of action, Mr. Dukes said, was "to partition it by sale and to sell it pursuant to several contracts of sale, which had been entered into by various heirs at various times, but all to the same individual buyer." Those contracts are contingent on the annexation of the property into the town.

In regard to the spot-zoning question, the current purchasers wanted an acre strip to be their entrance, Mr. Dukes said, so the decision as to T-3 or T-4 zoning won't make a big impact on the purchasers. He indicated that a parcel the purchasers already own "with the lake." So the 28 acres are "an extension to that to allow the property to have one subdivision." A lot of what the purchasers have now was bought from his clients; titles to some of the parcels have been solidified at different times, Mr. Dukes said, and if it's annexed, he pointed out what his clients would sell to the individuals who own other property.

Chairman DeVito recommended that "the small strip" should be T-4, as originally requested, to avoid the spot zoning that would occur if it were T-3. Mr. Dukes said they went to T-3 primarily because he doesn't know what the buyer intends to do, but he's "trying to avoid us annexing something and getting it zoned and them having to do it over." He's trying to accommodate the owner, and his understanding is that this would be "better handled" this way "for the type of subdivision that they are planning" which

he believes will be similar to Shadow Moss. There's no commercial aspect planned, so there's no real need for the high-density town center aspect to it, he said.

Commissioner Johnson said he understands zoning continuity but asked what the motivation is for the annexation. Mr. Dukes said, "That is what the buyer's requested." Commissioner Semmler said it's within the growth boundaries of Port Royal. Ms. Bridges said she generally hears from applicants that "when you get to the town, you get an urban process," which is different than in unincorporated Beaufort County "in terms of conciseness of vision." Beaufort County has many visions, like rural and suburban, for example, but "very little urban vision."

Chairman DeVito said, "If any property within the growth boundary" came "to the county for a development permit, the county would send them first to the municipality. The municipality would have to deny the annexation, deny the permit, and then they would have to go back to the county. Then the county would entertain it." This is to avoid "the development of a county neighborhood." Chairman DeVito went on to say that this "is part of what brought this group together," finalizing having county and municipality representatives to "look at . . . the big picture."

**Commissioner Rentz made a motion to recommend annexation for the listed parcels but changing Parcel 13 to Parcel 1047. Commissioner Semmler seconded. The motion passed unanimously.**

**Commissioner Rentz made a motion to recommend T-4 Neighborhood Center zoning for Parcel 1047 and T-3 Neighborhood for the remainder of the properties. Commissioner Semmler seconded.** Commissioner Harris asked, since they're looking for more intense development, if it wouldn't be better to have it be T-4 Neighborhood Center Open. Ms. Bridges said he was right, and they're in an activity center, but in terms of incorporating the strip into the holding to the south of it, it might be more efficient to give them the same zoning, which is T-4 Neighborhood Center. **The motion passed unanimously.**

**TOWN OF PORT ROYAL COUNCIL UPDATE**

Ms. Bridges said council had adopted the text amendment that allows nine gas pumps at a station, except on Ribaut Road, where the limit is still six.

An annexation and zoning request came from the Planning Commission about three months ago, Ms. Bridges said, for 11-plus acres in Shell Point; it remains tabled by council after it passed first reading.

Council has rezoned the southern portion of a 30–40 acre vacant parcel on Ribaut Road and Richmond Avenue. They had discovered split zoning under the same ownership and under the same parcel, so the applicant asked that it be all one zone, and it's now all Neighborhood Center Open.

Commissioner Semmler congratulated Ms. Bridges on Port Royal being the first municipality to pass the JLUS.

**OTHER BUSINESS**

Chairman DeVito said the Spanish Moss Trail has been successful with DOT, the grant was awarded, and construction will start in the next day or so.

The county was awarded a new urbanism award, Commissioner Harris said, and Ms. Bridges said the Town of Port Royal was included in the citation.

Chairman DeVito said that Friday there would a Northern Regional Plan Implementation Committee meeting. He and Commissioner Semmler will attend, and they will discuss where they want to take that committee.

There being no further business to come before the commission, **Commissioner Semmler made a motion to adjourn**, and the meeting was adjourned at 6:20 p.m.

DRAFT

A meeting of the Beaufort-Port Royal Metropolitan Planning Commission was held on June 15, 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, Bill Harris, Tim Rentz, and George Johnson, and City of Beaufort planner Libby Anderson. Robert Semmler 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.

**REVIEW OF CITY OF BEAUFORT PROJECTS**

**City of Beaufort – Annexation and Rezoning**

Annexation of property located at 4 Airport Circle, identified as R200 018 000 054E 0000. The existing zoning is S1 Industrial under the County's Community Development Code. The proposed zoning is Highway Commercial District.
Applicant: Beaufort Retail Investment, LLC

The property is on Lady's Island at the corner of Sea Island Parkway and Airport Circle, Ms. Anderson said. The property is about an acre and is currently undeveloped. It was formerly the Lady's Island solid waste convenience center. The property is contiguous to the city limits; the new Wal-Mart shopping center is already in the city limits. All services would be provided if it were annexed.

Its current zoning is S1 Industrial. Ms. Anderson described what this zoning allows. The proposed zoning is Highway Commercial. The Wal-Mart will be located in the Airport Junction PUD, which has a proposed list of permitted uses that include Highway Commercial, so it's consistent zoning. It's designated as within the growth sector, Ms. Anderson said, which is outside the more urbanized area of the city. The Civic Master Plan does not address this property. She described the surrounding uses. Public notification was made and no public comments were received, Ms. Anderson said. Staff recommends approval of the annexation and rezoning.

Commissioner Crower asked if this property would be developed as part of the PUD. Ms. Anderson said the infrastructure will be, but it has a separate zoning. There are no special PUD-related issues, "just straight zoning."

Commissioner Johnson asked if this would precipitate any different kind of development. Ms. Anderson said unless it's combined with the other property, there would be a limit to size, but they're similar in nature. The existing PUD is part of the

development agreement; design review for the PUD is done at the staff, not board, level, so it won't go to the Design Review Board. But the property in this application that is currently under consideration *will* go through that process, she said.

Ms. Anderson said she'd included a diagram to give the board a "flavor" of the property under consideration by showing the PUD. Ms. Anderson showed the chart of permitted uses in the PUD. Commissioner Crower asked if the land designated as belonging to the Open Land Trust is an easement. Ms. Anderson said it's a separate parcel and "definitely owned by the Open Land Trust." Commissioner Crower said he wondered about "the green image." Ms. Anderson said it could be a separate driveway. She indicated what the Open Land Trust owns, which are two small parcels – each a depth of 60' – on either side of the protrusion. The parcel under consideration is "unusually shaped," Ms. Anderson said.

The pieces that belong to the Open Land Trust are not being annexed, Chairman DeVito confirmed. Ms. Anderson said they are not. Commissioner Crower asked if the Open Land Trust was notified of this hearing. Ms. Anderson consulted the list of owners who had been notified and did not see the Open Land Trust among them.

**Larry Barthelemy**, ADC Engineering, is the engineer of record on the project. He said the parcel for which they are requesting rezoning and annexation is "the large rectangle." "The little nub" was an access granted by the Open Land Trust years ago back to the old recycling station. The Open Land Trust owns the whole piece in front of the rectangle. They will not be using the access easement.

Ms. Anderson said the configuration doesn't come up on the GIS website. Even if it's an access easement, access may not be granted; it depends on the DOT. She said, "I didn't make up that shape." Chairman DeVito said Commissioner Crower's concern is his concern, too: that they haven't notified the adjacent property owners. Mr. Barthelemy said the easement is "null and void." Beaufort Retail Investment's parcel is "right at one acre."

Ms. Anderson showed the area from which property owners were queried, and it came back with a list of who was to be notified of the request. Notification is a courtesy, not a requirement of law, she added. Beaufort County shows up, but Ms. Anderson said she couldn't explain why the Open Land Trust didn't come out in the query. Chairman DeVito said Beaufort County is there because of the old airport.

Chairman DeVito asked if Ms. Anderson had a plat, and she said she didn't. Chairman DeVito asked the applicants to get it to Ms. Anderson, and they said they would. Chairman DeVito said having it or not having it wouldn't change what the Planning Commission is doing.

Commissioner Harris asked Ms. Anderson, “Without the nub, does that affect the zoning? ... Is it close enough to the highway to be Highway Commercial?” Ms. Anderson said it’s based on contiguous uses. Access to the parcel is going to be from Airport Circle, or, more likely, from the larger development.

Commissioner Johnson said he’s not comfortable taking action on a property “that is so closely connected.” The rationale can be a little different on each property that comes before them in regard to notification, he said, and suggested that the Open Land Trust “be brought into the picture before we take any action.”

Chairman DeVito said a transfer station was “behind (Open Land Trust’s parcel) before,” so he feels this would be not be objectionable to the Open Land Trust. He said he’d forgotten that the notification process is city policy, not a requirement of law.

Commissioner Harris said they could make a motion, with conditions in regard to the true boundaries and staff contacting the Open Land Trust, and if the organization objects, the applicant will come before the commission again. He asked the owner’s representative if they would be okay with that. Mr. Barthelemy said he would prefer not to table it; he’d like it to move forward to a public hearing and council.

**Kevin Rogers** said the developer had bought the property from the county about a year ago. They knew that this process would be going on during the development of the larger (PUD) project, and they know the PUD project will look good and be “something everyone will be proud of.” This project will, too, he said. They didn’t have to buy the corner piece, Mr. Rogers said, which the county had had a dumpster on. There’s “a concrete wall and a bunch of garbage” there, which they didn’t want to have at their entrance, in front of a nice-looking development.

Mr. Rogers said, “Leaving this (decision) up to the Open Land Trust” concerns him. Directly across the street from the nub is the remaining acreage in the Airport Junction PUD: “about 30 acres, similarly entitled to 80-100,000 square feet of commercial property” whose design process would be staff’s to approve. Mr. Rogers said he understands that they will have to go through the normal process of design review on this property under consideration, and “it has to pass muster on its own, like every other property in town.” They intended to “clean that corner up” by buying it, and he stated again that they “don’t want to leave this project in the hands of the Open Land Trust,” so Mr. Rogers asked the commission not to table the matter, “if there’s a way to support it,” because he doesn’t know those at the Open Land Trust or what they might say about the project, so he’d prefer that.

Chairman DeVito said commissioners are concerned that the Open Land Trust could bring something up after their vote, which could lead to a three-month delay for the

applicants. He told them that he knows the Open Land Trust and thinks they "will not have an issue with this."

Commissioner Johnson said they also "don't know the size or limits of the parcel," and "the GIS is obviously wrong," so "it bothers (him) to approve it." He said he wished that someone had brought the official plat of the property. Ms. Anderson offered to look in her files for something that would meet their needs. Chairman DeVito called for a 5-minute break.

Chairman DeVito called the meeting to order again. Mr. Barthelemy showed the commission the 30' access easement and the boundary of the .97-acre parcel in question on the plan that Ms. Anderson had brought. Chairman DeVito asked the name of the parcel being annexed, and Mr. Barthelemy said "054E." Chairman DeVito asked that Ms. Anderson put this drawing into the record and said Outparcel 3, which is what they had been discussing, was being annexed. Chairman DeVito said staff needs to notify the Open Land Trust. Commissioner Johnson told the applicants that the Open Land Trust is "well-respected," and there would be "no unreasonable proclamations on this issue." Chairman DeVito said he agreed.

**Commissioner Johnson moved that the annexation be approved when the Open Land Trust is notified and if they have no objections. Commissioner Harris seconded. The motion passed unanimously.**

**Commissioner Johnson moved that the zoning be Highway Commercial District. Commissioner Harris seconded. The motion passed unanimously.**

**GOALS OF THE BEAUFORT CODE PROCESS**

Ms. Anderson said the goals of the Beaufort Code should be established in order to focus the decisions made about the code, and to be helpful when difficult decisions need to be made. She reviewed the goals with the commissioners:

- Try to achieve a code that is easy to read, understand, and use
- Try to ensure that the new code streamlines the development review process
- Try to make the outcome of that process predictable
- Preserve historic, natural and cultural assets and promote appropriate development
- Encourage change per the Civic Master Plan
- Promote appropriate infill
- Promote economic development
- Support the infrastructure investments of the city with appropriate coding, e.g., investments in streetscapes
- Allow opportunities for diverse housing types in neighborhoods ripe for change – Beaufort currently has single-family and multi-family housing, but nothing in between, Ms. Anderson said.

- Discourage drivable suburban development and encourage walkable urban places, especially in community development

Ms. Anderson said the goals *aren't* to

- Eliminate the Historic District Review Board.
- Minimize the number of non-conforming uses and buildings
- Keep things the same – The goal is to facilitate appropriate change, Ms. Anderson said.

Chairman DeVito asked about opportunities for diverse housing types and why Ms. Anderson had specified that they should be in neighborhoods "ripe for change," rather than in all neighborhoods. Ms. Anderson replied that in some neighborhoods, they want to preserve what's there and not encourage development. But others, such as Higgonsonville, for example, the Civic Master Plan had identified as "ripe for change" for a variety of reasons.

Ms. Anderson asked the commissioners if they feel that they are on the right track with naming goals: Did "anything feel unsettling or not right?" Chairman DeVito said he feels having the goals up front will be important. He asked **Reed Armstrong** if he agreed. Mr. Armstrong suggested that Ms. Anderson consider adding two more goals: (1) To follow the transect concept and (2) to be consistent with the neighboring form-based codes. Mr. Armstrong said they might also consider giving special attention to the issues at the MCAS. Chairman DeVito said that would fit in with the economic development goal.

Ms. Anderson explained the composition of the technical review committee for the form-based code. They don't need committee members to do "visioning" because that has already been done, she said. Commissioner Crower asked if they anticipate hiring a consultant. Ms. Anderson said when she was at a recent conference, she ran into a consultant who had done the City of Beaufort's UDO, and he is doing form-based code now. Consultants "can be useful," Ms. Anderson said, so they may ask that individual for a quote. "Our existing code is beloved," she said, and this consultant is familiar with it, so he could help "shepherd us through the sticky points." She doesn't have any money in her budget for a consultant, however; if they do hire one, it will be for a brief time. Commissioner Crower said there's a lot of detail to the code, and "it may need to be calibrated from one transect to the next." It's tedious and time-consuming work, he added, and "takes a careful eye to watch it."

Commissioner Johnson asked Ms. Anderson if she wants to approach the subject of handling parking at all in these goals, "since development always presents the problem of 'Where are these cars going to go?'" Ms. Anderson said parking is handled differently in different transect areas. It's more formalized in the transect-based codes than it is now. They want to encourage infill, which will bring more people, and to do that, they need "more things for people to walk and bike to." People will live closer to where they

will shop and eat. There is demand for it here, and Ms. Anderson gave the Midtown development as an example: demand for these kinds of neighborhoods "is why it sold out immediately." It may seem idealistic, she said, but the city planners are trying to encourage this.

Chairman DeVito said he knows the plan is for the two city representatives from the Metropolitan Planning Commission to be on the committee, but, he asked, does the Planning Commission chair have to chair this committee? Ms. Anderson said that is what she would like, but . . . Chairman DeVito said they would see as they get closer to this fall's formation of the committee.

**Review of Comprehensive Plan**

Chairman DeVito said this had been emailed to the commissioners. Ms. Anderson said they had looked at this at the prior month's Metropolitan Planning Commission meeting. The Hazard Mitigation Plan is part of the Comprehensive Plan. It was done in 2009 and was approved by FEMA in 2011. They have to redo it every five years. LCOG has secured a grant to update the Hazard Mitigation Plan. They did the 2009 one and have a grant to do this Hazard Mitigation Plan. There will be a committee for this starting soon, Ms. Anderson said, and "the issue of sea level rise could be inserted into" this plan because "there is a lot more awareness of that threat" than there was in 2009. There's also talk about schools, including private schools, in the Comprehensive Plan, and tree planning has been brought up. Ms. Anderson said she has created a work plan for the Planning Commission and staff for the next 18 months:

- Update form-based code
- Implement the Boundary Street Master Plan
- Replace the current redevelopment incentive plan
- Target sites for redevelopment
- Plan and improve Southside Park
- Update the Hazard Mitigation Plan
- Continue to work with schools, including private and charter schools – Bridges Prep is on Boundary Street, and they are looking to build an addition and to purchase land across the street for a high school. Staff has been working with them on this, Ms. Anderson said, including on planning for traffic and parking.
- Plant street trees – Though this seems like a small goal, Ms. Anderson said, she would like it because they have been good about taking our hazard trees, so "they're coming down, but no new ones are" being planted. PTAC, Planning, and Public Works will work on this.

Chairman DeVito said this is definitely comprehensive and doable. At least half of the things on this list could be completed in the next 18 months, he said, "and then you could create a new list." Chairman DeVito said they should have a motion.
**Commissioner Crower made a motion to accept the memo from Libby Anderson of**

**June 12, 2015 as an update to the Comprehensive Plan. Commissioner Tim Rentz seconded. The motion passed unanimously.**

Chairman DeVito provided an update on the Spanish Moss Trail. He described a walk that is scheduled with the Friends of the Spanish Moss Trail and the PATH Foundation to consider extending the trail, and to discuss how it would be paid for. The Friends of the Spanish Moss Trail have a good funding source if it were to happen, he said, and then described projects to raise funds, including sales of naming rights to benches and trailheads.

There is a new buyer for the port, Chairman DeVito said, according to the local newspaper. "All that's really stopping us is an agreement from the Ports Authority to get on that property," he said. The old buyer fell through before they were able "to get all the signatures."

Commissioner Johnson said all the material he has looked at on form-based code "deals with metropolitan or somewhat metropolitan areas." He asked how the form-based code favors its type of development over that of a strip mall, for example. Is there a form-based scenario for a strip mall? Ms. Anderson said they are trying to leave that type of development behind. The county's code is of a much larger scale, and the county "may have left some of their previous districts." Their plan is, if a place can't be developed in the foreseeable future (50 years) to make it a walkable environment, they will leave it. They will develop place types that they feel could be "little villages or hamlets," but other areas can't be done under a form-based code.

In Beaufort, Ms. Anderson said, they may just leave Robert Smalls Parkway "and send all the fast food out there." Beaufort Plaza is one of the strip malls to be redeveloped per the Civic Master Plan. Ms. Anderson said the Wal-Mart development is "frozen" for the next few years because of the development agreement. After that goes away, the developers don't have to change anything if they don't want to. They can't be rezoned involuntarily.

Commissioner Harris asked what happens to existing strip malls. People are looking at a "suburban retrofit." The idea is, when there is demand for it, to start filling in the parking lots. Ms. Anderson said the new Publix is designated to be a Village Center when developed; that's why they were asked to build the little stores on the side with parallel parking, she said. Eventually, when the demand is there, that line of shops could be parallel to Lady's Island Drive and have a slip lane/frontage road and buildings around the perimeter.

Commissioner Harris said, in regard to strip malls, on Boundary Street, there are businesses that are about 15-20' from the street: "You park behind and walk through or in." Ms. Anderson said that in Jean Ribaut Square, the Outback was built close to the

street, and “you can see a couple more outlots to be developed.” Hopefully, she said, new businesses would be on the street, and the old ones would be behind them. Ms. Anderson said, “Things are evolving.” Chairman DeVito said changing thought per the form-based code takes some time. He said it was a slow process to realize that it’s “form over function.” He’s seen pictures online of the new Wal-Mart development, and said, “They’re trying for a form-based grocery store.” There are different, more urban versions of development types that they can do.

Commissioner Harris asked why they are allowing this new Wal-Mart. He wondered if they could say, “Unless there’s a reason not to, does this area grow? Does it morph into a weird shape?” He’s concerned with it becoming “all red.” “Is there a way to hold people to what the plan is?” he asked. Ms. Anderson said not only is that development a PUD, but there was also the original plan for a Wal-Mart, and the city said they didn't think the PUD showed it being allowed as it was planned. The city wanted “smaller buildings, not a big footprint building,” so it said no to the Wal-Mart. The Zoning Board of Appeals supported staff, and then it was mediated, and mediation decided on the side of the applicant. The city could have continued to fight the Wal-Mart, Ms. Anderson said, but they were advised against doing so, so it was forced to accept it. Chairman DeVito said if it weren’t for the city, the Wal-Mart would have been built 10 years ago. This one is an improvement over the one the city would have had.

Chairman DeVito said, “There are questions now” about whether this development is in “the right spot,” if it should move, etc., and “that kind of thing will come out in the code discussions.” Ms. Anderson said “the natural barriers of island geography” are “helpful.”

Mr. Armstrong said the county had “made a deliberate effort to discourage PUDs” in its code.

There being no further business to come before the commission, **Commissioner Johnson made a motion to adjourn. The motion passed unanimously**, and the meeting was adjourned at 6:40 p.m.

DRAFT

**City of Beaufort Department of Planning and Development Services**

**M E M O R A N D U M**

**TO:** **Beaufort–Port Royal Metropolitan Planning Commission**

**FROM:** **Libby Anderson, City of Beaufort Planning Director**

**DATE:** **July 15, 2015**

**SUBJECT:** **Request for New Street Name**

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According to the Unified Development Ordinance (UDO), the Planning Commission approves the name of new streets. An existing platted alley right-of-way in the Northwest Quadrant neighborhood (see attached map) is proposed to be named "Wilmington Lane." The proposed street name has been approved by the County E911 Office.

attachment

# Wilmington Lane

**City of Beaufort Department of Planning and Development Services**

**M E M O R A N D U M**

**TO:** **Beaufort---Port Royal Metropolitan Planning Commission**

**FROM:** **Libby Anderson, Planning Director 525-7012**

**DATE:** **July 15, 2015**

**SUBJECT: Ordinance Amending Permitted Uses in the Limited Industrial District**

==========

The next phase of the Spanish Moss Trail is about to get underway. Once completed, the trail will run from south of West Vine Street in Port Royal, to Roseida Road in Burton, a distance of over six miles. As a result, there is renewed interest in allowing activities that support trail uses in the Depot Road area. Staff believes that permitting small, low-impact activities such as bike rentals and cafes will benefit trail usage without detracting from the existing uses in the industrial area or having a negative impact on surrounding residential property.

The area where Depot Road and Middleton Street intersect the Spanish Moss Trail is zoned Limited Industrial District (LI) (shaded purple on the attached map). The uses currently permitted in the LI District include Light Industrial Services, Manufacturing and Production, Warehousing, and Wholesale Sales (see attached Use Table). Staff is proposing to amend the Unified Development Ordinance (UDO) to allow "Other Retail Sales and Services" and "Restaurants without Drive-Thrus" as conditional uses in the LI zone. The definition of Other Retail Sales is attached.

Conditional uses are permitted by staff. The proposed conditions for permitting Other Retail Sales and Services and Restaurants Without Drive-Thrus in the LI District would be as follows:

- such use shall be located within 200' of the Spanish Moss Trail;
- the floor area for such use shall not be over 3,000 square feet;
- the hours of operation shall be limited to between 7:00 AM and 7:00 PM;
- no outside amplified music is permitted;
- no alcohol sales or consumption is permitted;
- any use that includes outdoor seating shall have a trash container available for disposal of goods consumed on the premises;
- full cut-off fixtures shall be used in any outdoor lighting; maximum height of light poles 12' if located within the setback area adjoining a residential use; 25' elsewhere on the site; and

- the following retail uses are not permitted: outside ATMs; pet stores; sale or repair of firearms; kennels, animal hospitals, or veterinarians with outdoor runs; and medical marijuana sales if this becomes legal in the state.

An initial list of proposed conditions was sent to residents of the West End and Hermitage Road Area neighborhoods. Staff also held a "focus group" meeting with neighborhood residents to solicit input on the proposed change. The above list of conditions is based on the input obtained from these public contacts.

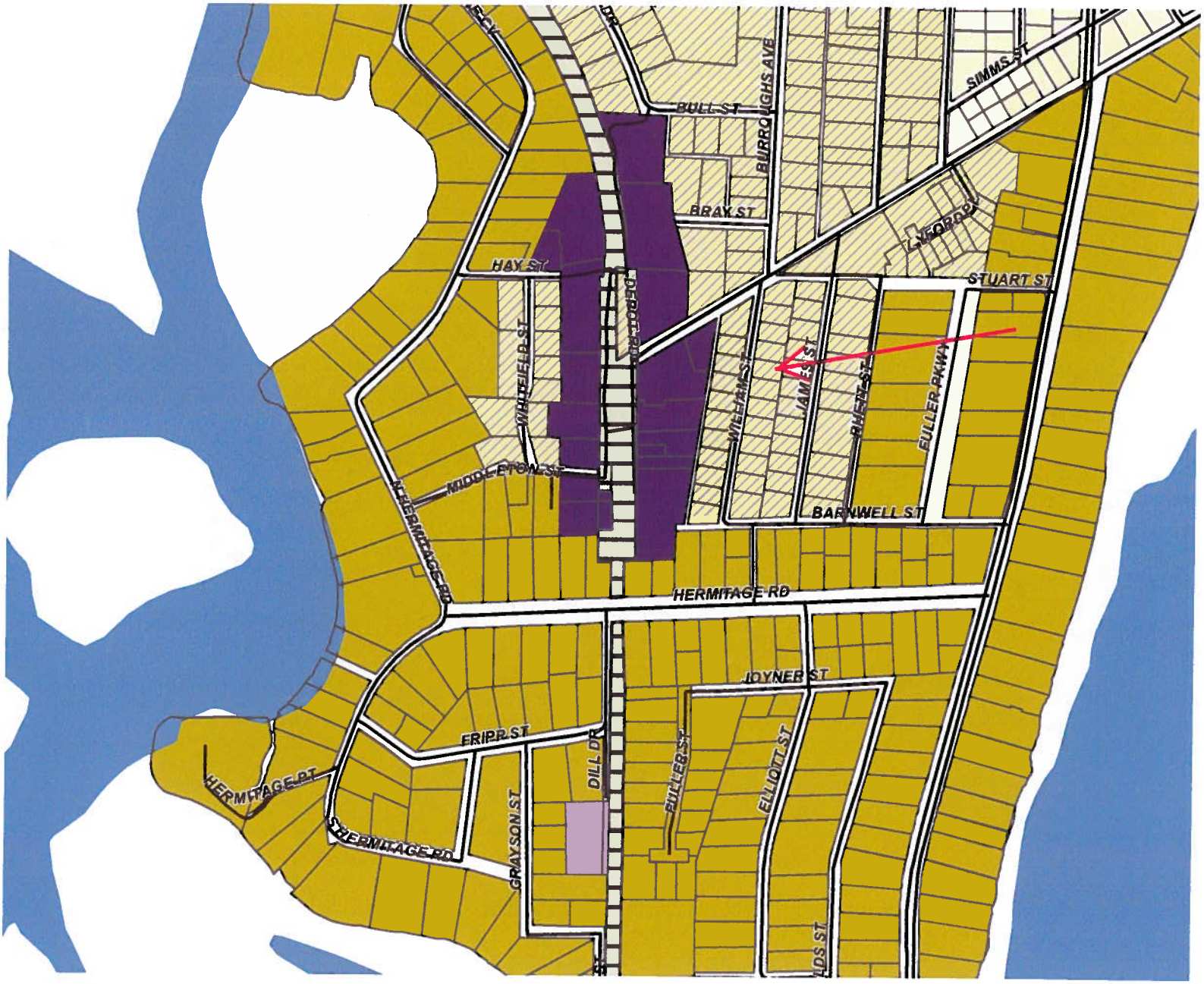
A public hearing on the proposed amendment is scheduled for the July 28 City Council meeting.

Please contact me with any questions.

Thank you.

attachments

# Excerpt From Zoning Map



# Article 5. Use Regulations

## 5.1 Use Tables

### A. Types of Use

All of the Use Categories listed in the Use Table are defined and described in the sections immediately following the Table.

#### 1. Uses Permitted By Right

A "P" indicates that a use is allowed by right in the respective district. Such uses are subject to all other applicable regulations of this UDO.

#### 2. Conditional Use

A "C" indicates a use that is allowed conditionally, provided that it meets the additional listed standards contained in Section 5.3, Specific Use Standards. Conditional uses are subject to all other applicable regulations of this UDO.

#### 3. Special Exception

An "S" indicates that a use is allowed only if reviewed and approved as a Special Exception, provided that it meets the listed standards contained in Section 5.3, Specific Use Standards. Special exceptions are subject to all other applicable regulations of this UDO.

#### 4. Existing Building

An "E" indicates a use category that is allowed only in existing buildings, provided that it meets the additional listed standards contained in Section 5.3.

### B. Uses Not Allowed

A blank cell in the Use Table indicates that a Use Category is not allowed in the respective district.

### C. Uses Not Listed

The Administrator shall determine whether or not an unlisted use is part of an existing Use Category or is substantially similar to an already defined use, using the criteria in Section 5.2, Use Categories.

# Article 4. Zoning Districts

## 4.1 Establishment of Districts

For the purpose of this UDO, portions of the City as specified on the Official Zoning Map of the City are hereby divided into the following zoning districts:

| BASE ZONING DISTRICTS | |
|---|---|
| **Residential Zoning Districts** | |
| TR | Transitional Residential |
| RE | Residential Estate |
| R-1 | Low Density Single-Family Residential |
| R-2 | Medium Density Single-Family Residential |
| R-3 | Medium-High Density Single-Family Residential |
| R-4 | High Density Single-Family Residential |
| GR | General Residential |
| TBR | Traditional Beaufort Residential |
| MHP | Manufactured Home Park |
| **Commercial Zoning Districts** | |
| NC | Neighborhood Commercial |
| OC | Office Commercial |
| CC | Core Commercial |
| GC | General Commercial |
| HC | Highway Commercial |
| **Industrial Zoning Districts** | |
| LI | Limited Industrial |
| IP | Industrial Park |
| **Special Purpose Zoning Districts** | |
| CP | Conservation Preservation |
| MED | Medical |
| PUD | Planned Unit Development |
| MR | Military Reservation |
| OVERLAY ZONING DISTRICTS | |
| AICUZ | Air Installation Compatibility Use Zone |
| -D | Development Design |
| -H | Historic |

## 4.2 Official Zoning Map

**A.** The boundaries of the above zoning districts are a map or series of maps entitled "Official Zoning Map, City of Beaufort" which, together with all explanatory matter thereon, is hereby adopted by reference and declared to be part of this UDO. Special purpose zoning districts intended to serve as floating districts are not established on the zoning map until a specific district is proposed and approved by the City.

**B.** Each map bearing the designation "Official Zoning Map, City of Beaufort" shall be identified by the signature of the Administrator, and bearing the seal of the City under the words: "Official Zoning Map, City of Beaufort, South Carolina," together with the date of the adoption of the map.

| | | Residential | | | | | | | | Nonresidential | | | | | | Special Purpose | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Use Category | Specific Use | TR | RE | R-1 | R-2 | R-3, R-4 | GR | TBR | MHP | NC | OC | CC | GC | HC | LI | MED | CP | IP |
| P = Permitted By Right E = In Existing Building Only C = Conditional Use S = Special Exception Use | | | | | | | | | | | | | | | | | | |
| **RESIDENTIAL (See Section 5.2D)** | | | | | | | | | | | | | | | | | | |
| **Household Living** | Single-Family, Detached | P | P | P | P | P | P | P | | C | C | E | E | E | E | E | | |
| | Zero Lot Line | | | | C | C | C | | | C | C | | | | | | | |
| | Village House | | | | C | C | C | | | C | C | | | | | | | |
| | Cluster Development | C | C | C | C | C | C | | | C | C | | | | | | | |
| | Two-Family Dwelling | | | | | | P | P | | C | C | E | | | | | | |
| | Three-Family Dwelling | | | | | | P | P | | C | C | P | P | P | | | | |
| | Townhouse Dwelling | | | | | | P | | | P | C | | | | | | | |
| | Residential, Upper Story | | | | | | | | | P | P | P | P | P | | | | |
| | Manufactured Housing Park or Subdivision | | | | | | | | P | | | | | | | | | |
| | Multifamily Dwelling | | | | | | P | | | P | P | P | P | P | | | | |
| | Live-Aboard Boat | | | | | | | | | | | | | | | | C | |
| | Accessory Dwelling | C | C | C | C | C | C | C | | C | C | | | | | | | |
| | Home Occupation 1 | P | P | P | P | P | P | P | | P | P | P | | | | | | |
| | Home Occupation 2 | P | S | S | S | S | S | S | | P | P | P | | | | | | |
| | Group Dwelling | | | | | | S | | | P | | P | P | P | | | | |
| **PUBLIC, CIVIC, INSTITUTIONAL (See Section 5.2E)** | | | | | | | | | | | | | | | | | | |
| **Community Service** | | S | | S | S | S | S | S | | P | P | P | P | P | S | | P | |
| **Daycare** | | | | | | | | C | | P | P | | P | P | | P | | |
| **Educational Facilities** | College/University | | | | | | | | | | P | | P | P | | | | |
| | School, Public/Private | | C | C | C | C | C | C | | P | C | | P | P | | | | |
| | School, Trade/Vocational | | | | | | | | | | C | | P | P | P | | | |
| **Government Facilities** | | | | | | | | | | P | P | P | P | P | P | P | | P |
| **Health Care Facilities** | | | | | | | | | | | P | | P | P | | P | | |

| | | Residential | | | | | | | | Nonresidential | | | | | | Special Purpose | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Use Category | Specific Use | TR | RE | R-1 | R-2 | R-3, R-4 | GR | TBR | MHP | NC | OC | CC | GC | HC | LI | MED | CP | IP |
| **Institutions** | | | | | | | | | | | S | | P | P | | | | |
| **Parks and Open Space** | Cemetery | | | | | | | | | | | | | C | | | C | |
| | Park, Community/Neighborhood | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | |
| | Open Space | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | |
| **Passenger Terminals** | | | | | | | | | | | | | P | P | P | | | P |
| **Religious Institution** | | C | C | C | C | C | C | C | | P | P | P | P | P | | | E | |
| **Utilities** | Major Utility | | | | | | | | | | | | | S | P | | | P |
| | Minor Utility | | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P |
| | Public Utility Substation | | C | C | C | C | C | C | | C | C | C | C | C | C | C | C | P |
| **COMMERCIAL (see Section 5.2F)** | | | | | | | | | | | | | | | | | | |
| **Eating Establishments** | Restaurant, w/ Drive-thru | | | | | | | | | | | | | C | | | | |
| | Restaurant, w/o Drive-thru | | | | | | | | | C | C | P | P | C | | P | | |
| | Restaurant, w/o Seating | | | | | | | | | C | | P | P | P | | | | |
| | Restaurant, w/outdoor cooking | | | | | | | | | S | | S | S | | | | | |
| | Restaurant, Drive-in | | | | | | | | | | | | | S | | | | |
| **Entertainment** | Indoor Entertainment | C | C | C | C | C | C | | | C | | P | P | P | S | | | |
| | Outdoor Entertainment | C | C | C | C | C | C | | | | | | | S | | | | |
| | Sexually-Oriented Business | | | | | | | | | | | | | | C | | | |
| **Office** | Medical Office/Clinic | | | | | | | | | C | P | P | P | P | | P | | |
| | Other Offices | | | | | | | | | C | P | P | P | P | P | P | | P |

| | | Residential | | | | | | | | Nonresidential | | | | | | Special Purpose | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Use Category | Specific Use | TR | RE | R-1 | R-2 | R-3, R-4 | GR | TBR | MHP | NC | OC | CC | GC | HC | LI | MED | CP | IP |
| Overnight Guest Accommodation | Bed and Breakfast | | | | | | S | S | | P | P | P | E | | | | | |
| | Inn (up to 24 units) | | | | | | | | | P | P | P | P | P | | | | |
| | Motel/Hotel/Extended Stay | | | | | | | | | | | P | P | P | | | | |
| | Housing, Short Term Rental | S | S | S | S | S | S | S | | C | C | C | C | C | | C | | |
| | Recreational Vehicle Park | | | | | | | | | | | | | S | | | | |
| Parking, Commercial | | | | | | | | | | C | P | P | C | P | P | P | | P |
| Retail Sales and Service | Animal Hospital/Kennel | | | | | | | | | | | | C | C | P | | | |
| | Bakery | | | | | | | | | C | | C | C | C | P | | | |
| | Banquet Facility | | | | | | | | | P | C | P | P | P | | | | |
| | Body Piercing Facility | | | | | | | | | | | | | | C | | | |
| | Drug Store/Pharmacy | | | | | | | | | C | | C | P | P | | P | | |
| | Tattoo Facility | | | | | | | | | | | | | | C | | | |
| | Other Retail Sales and Services | | | | | | | | | C | | C | P | P | | | | |
| Self-Service Storage | Single-Story | | | | | | | | | | | | | | P | | | |
| | Multi-Story | | | | | | | | | | | | | C | P | | | |
| Vehicle Sales and Service | Vehicle Service and Repair | | | | | | | | | | | | | C | P | | | |
| | Car Wash | | | | | | | | | | | | C | C | P | | | |
| | Fuel Sales | | | | | | | | | | | | S | C | C | | | |
| | Vehicle Service, Limited | | | | | | | | | | | | C | P | P | | | |
| | Boat Sales and Service | | | | | | | | | | | | C | P | | | | |
| | Other Vehicle Sales and Service | | | | | | | | | | | | | C | P | | | |
| INDUSTRIAL (See Section 5.2G) | | | | | | | | | | | | | | | | | | |
| Aviation Services | | | | | | | | | | | | | | | P | | | P |
| Light Industrial Services | | | | | | | | | | | | | | S | P | | | P |
| Manufacturing and Production | | | | | | | | | | | | | | | C | | | P |

| | | Residential | | | | | | | | Nonresidential | | | | | | Special Purpose | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Use Category | Specific Use | TR | RE | R-1 | R-2 | R-3, R-4 | GR | TBR | MHP | NC | OC | CC | GC | HC | LI | MED | CP | IP |
| **Truck Terminal** | | | | | | | | | | | | | | | C | | | P |
| **Warehousing** | | | | | | | | | | | | | | S | C | | | P |
| **Waste-Related Service** | | | | | | | | | | | | | | | S | | | S |
| **Wholesale Sales** | | | | | | | | | | | | | | C | C | | | P |
| **OTHER (See Section 5.2H)** | | | | | | | | | | | | | | | | | | |
| **Agriculture** | Agriculture/Horticulture | P | | | | | | | | | | | | | | | | |
| | Silviculture, Tree Farm | | | | | | | | | | | | C | C | C | | | P |
| **Water Oriented Facilities** | | | | | | | | | | P | P | P | P | P | | | P | |
| **Telecommunication Towers** | | | | | | | | | | | | | | C | C | | | C |

### 6. Overnight Guest Accommodations

**a. Characteristics**

Dwelling units arranged for short term stays of less than 30 days for rent, lease or interval occupancy.

**b. Accessory Uses**

Accessory uses may include pools and other recreational facilities, limited storage and offices.

**c. Examples**

Examples include bed and breakfast establishments; hotels; motels; inns; and interval occupancy facilities. Also includes central reception and check-in facilities for resorts and interval occupancy facilities.

### 7. Retail Sales and Service

**a. Characteristics**

Retail Sales and Service firms are involved in the sale, lease or rent of new or used products to the general public. They may also provide personal services or entertainment, or provide product repair or services for consumer and business goods.

**b. Accessory Uses**

Accessory uses may include offices, storage of goods, manufacture or repackaging of goods for on-site sale and parking.

**c. Examples**

Examples include uses from the four following groups:

(1) Sales-Oriented. Stores selling, leasing, or renting consumer, home and business goods including art; art supplies; bicycles; books; candy; cigars; clothing; dry goods; antiques; hobby supplies; toys; drugs/pharmacy; electronic equipment; fabric; florist; furniture; garden supplies; gifts; groceries; hardware; hats; health food store; home improvements; household products; jewelry and watch; liquor; magazines; music; newspapers; pets; pet food; photographic supply/cameras; plants; produce; stationary; shoes and videos; and food sales.

(2) Personal Service-Oriented. Banks and savings and loan; emergency medical care offices; bakery; barber shop and beauty shop; catering establishments; locksmith/gunsmith; seamstress; tailor; funeral home; mortuary; laundromats; laundry and dry-cleaning drop-off establishments; photographic studios; photocopy, quick-print, and blueprint services; tanning and personal care services; martial arts facilities; acting, art, dance or music classes; secretarial/answering service; shoe repair; taxidermists; animal hospital, kennels and veterinarians.

(3) Repair-Oriented. Repair of TV's; bicycles; clocks; watches; shoes; guns; canvas products; appliances and office equipment; photo or laundry drop-off; tailor; locksmith; and upholsterer.

**d. Exceptions**

(1) Restaurants are classified as Eating Establishments.

(2) Laundry and dry-cleaning plants are considered Light Industrial Services.

(3) Lumber yards and other building material sales that sell primarily to contractors and do not have a retail orientation are classified as Wholesale Sales.

(4) Repair and service of consumer motor vehicles, motorcycles and light and medium trucks is classified as Vehicle Service.

**8. Self-Service Storage**

**a. Characteristics**

Self-service storage uses provide separate storage areas for individual or business uses. The storage areas are designed to allow private access by the tenant for storing or removing personal property.

**b. Accessory Uses**

(1) Accessory uses may include living quarters for a resident manager or security and leasing offices and outside storage of boats and campers.

(2) Use of the storage areas for sales, service and repair operations, or manufacturing is not considered accessory to the Self-Service Storage use.

(3) The rental of trucks or equipment is also not considered accessory to a Self-Service Storage use.

**c. Examples**

Examples include facilities that provide individual storage areas for rent. These uses are also called mini-warehouses. Such facilities may be single or multi-story.

**d. Exceptions**

A transfer and storage business where there are no individual storage areas or where employees are the primary movers of the goods to be stored or transferred is in the Warehouse and Freight Movement category.

**9. Vehicle Sales and Service**

**a. Characteristics**

Vehicle Sales and Service uses provide direct services to motor vehicles. They also may include firms that service passenger vehicles, light and medium trucks and other consumer motor vehicles such as motorcycles.

**b. Accessory Uses**

Accessory uses may include offices, sales of parts and vehicle storage.

**c. Examples**

Examples include full-service, mini-service and self-service gas stations; car washes; vehicle repair, transmission or muffler shop; towing service; auto body shop; alignment shop; auto upholstery shop; auto detailing; tire sales and mounting; sales or leasing of consumer vehicles including passenger vehicles, motorcycles, light and medium trucks and other recreational vehicles; taxi dispatching; and limousine services.

**City of Beaufort Department of Planning and Development Services**

**M E M O R A N D U M**

**TO:** **Beaufort–Port Royal Metropolitan Planning Commission**

**FROM:** **Libby Anderson, City of Beaufort Planning Director 525-7012**

**DATE:** **July 15, 2015**

**SUBJECT:** **Status Report on City Council Actions**

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**Annexation and Rezoning of Property Located at 4 Airport Circle.** A public hearing was held at the June 23 City Council meeting. First reading of the ordinances annexing and rezoning the property was held at the July 14 City Council meeting. Second and final reading of the ordinances is scheduled for the July 28 City Council meeting.

Please contact me with any questions on this information.

Thank you.