

# **CITY OF BEAUFORT - TOWN OF PORT ROYAL JOINT MUNICIPAL PLANNING COMMISSION**

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## **MINUTES**

### **JOINT MUNICIPAL PLANNING COMMISSION**

**February 8, 2010, 5:30 P.M.**

**Municipal Court Building – 1901 Boundary Street, Beaufort, South Carolina**

**Members Present:** Harley Laing, Chairman, Joe DeVito, Vice-Chairman and James Crower.

**Members Absent:** David Lott.

**Staff Present:** Libby Anderson, City of Beaufort Planning Director, Julie Bachety, Recorder, and Linda Bridges, Town of Port Royal Planning Administrator.

#### **I. Call to Order**

Mr. Laing called the meeting to order at 5:30 P.M. and led in the Pledge of Allegiance.

**Motion:** Mr. DeVito made a motion, seconded by Mr. Crower, to move the Beaufort Item C to the beginning of the agenda. The motion carried with a vote of three to zero.

#### **II. Review of Projects for the City of Beaufort**

- A. Subdivision Review.** Review of a proposed 7-lot commercial subdivision off Pine Court, on property identified at District 120, Tax Map 7, Parcel 87. Ms. Anderson presented her staff report. Ms. Anderson said the applicant is requesting to have seven lots platted. Ms. Anderson went over the details of the site and present zoning. She said the dimensional standards for the district have been met and the infrastructure for the development has already been constructed and approved. She said to subdivide the lots within the property, a street must be platted and a private street must have a minimum right-of-way width of 40' and the proposed street meets these standards. Ms. Anderson said regarding trees, the site plan shows tree islands within the proposed right-of-way. Staff believes these islands would satisfy the street tree planting requirement. Before the final plat can be approved, the trees must be installed, or their installation guaranteed.

Mr. Laing referred to the trees and island requirements. Mr. Laing had a hard time visualizing that large trees are going to be placed in these islands. Mr. DeVito asked about the road connectivity. Ms. Anderson said the road itself will

not be platted all the way through. He asked if trees were ever allowed in the 15 foot setback. Ms. Anderson said usually they are in the right-of-way. Mr. DeVito said there is not much of a right-of-way. Mr. Crower asked about the impervious requirement and at what level does this pertain. Ms. Anderson said it's per lot.

Mr. Powell said some of the electrical boxes are for street lighting, but street lights are not installed yet. Mr. Gasque said we can look at doing some smaller islands. Mr. DeVito said one possibility would be to clear all of them and stagger the overstory trees. Mr. Crower asked if street lighting is required. Ms. Anderson said no. Mr. DeVito said then maybe the applicant can just have lighting on the building. Mr. Powell said he will speak with his landscaper. Mr. Laing suggested that an Arborist look at the site.

Mr. Crower asked about parking and if there are individual lots, does it change the situation. Ms. Anderson said the lots have been platted to fit around the building footprint and she doesn't feel the buildings will expand but may become smaller. She said the parking should be fine.

**Public Comment:**

Mr. Laing asked for public comment. There was no public comment. Mr. Laing closed the public comment.

**Motion:** Mr. DeVito made a motion, seconded by Mr. Crower, to grant approval as submitted with the condition that 12 trees be part of the final design. The motion carried with a vote three to zero.

- B. Street Name.** Review the name of a new street proposed as part of a 7-lot subdivision. Ms. Anderson said the City received an application for a new street in a proposed 7-lot commercial subdivision to be developed off Pine Court. The proposed name is "Nathan Way" and has been approved by the County E-911 Office.

**Public Comment:**

Mr. Laing asked for public comment. There was no public comment. Mr. Laing closed the public comment.

**Motion:** Mr. Crower made a motion, seconded by Mr. DeVito, to accept the name, Nathan's Way, as submitted. The motion carried with a vote three to zero.

**III. Review of Projects for Town of Port Royal:**

**A. Town of Port Royal – Update on Council Actions.**

Ms. Bridges reviewed the town's recent council actions.

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

- A. UDO Amendment.** Revise Section 2.2 “Planning Commission,” to create a Beaufort-Port Royal Joint Metropolitan Planning Commission. Ms. Anderson noted that at the last meeting, there was not a motion made. Ms. Anderson went over the draft with changes that were suggested by the Commission at their January meeting. Mr. Laing asked if this document now contains the core key provisions. Ms. Anderson said, yes with the exception of the County Planning Commission Staff item. Mr. Laing referred to the section titled *Creation* item 1.A and said in fourth line the word *all* should be removed because the county planning commission is still going to be in existence. He also referred to the section titled on *Terms* and said there are some minor typos.

**Public Comment:**

Mr. Laing asked for public comment. There was no public comment. Mr. Laing closed the public comment.

**Motion:** Mr. DeVito, made a motion, seconded by Mr. Crower, to approve the document reviewed by Battey & Harvey submitted tonight with the minor changes. The motion carried with a vote of three to zero.

- B. UDO Amendment.** Revise Article 7, “General Development Standards,” to add a new Section 7.7 setting out standards for residential security lighting. Ms. Anderson said City Council asked that the Unified Development Ordinance (UDO) be revised to add standards for security lighting on residential lots. She said staff met with representatives from SCE&G to discuss this issue and based on that discussion, staff is proposing to revise Article 7 of the UDO to add a new Section 7. Ms. Anderson showed photos of what is currently being used to the committee. Mr. DeVito said these are used as street lights. Ms. Anderson said they can be retrofitted with a cover. Mr. Crower feels the word “security” is too general. Ms. Anderson said she will contact SCE&G to get some more clarification.

**Public Comment:**

Mr. Laing asked for public comment. There was no public comment. Mr. Laing closed the public comment.

**Motion:** Mr. DeVito made a motion, seconded by Mr. Crower, to approve the amendment with the additional information of the wattage amount to be handled by staff. The motion carried with a vote of three to zero.

**C. City of Beaufort – Update on Council Actions.**

Ms. Anderson reviewed the City's recent council actions.

**V. Discussion:**

**A. Discussion of status of project to track Comprehensive Plans Implementation.**

Mr. Laing gave a summary of Council's retreat and how it was structured. Mr. Laing said a charter was written and the purpose of the charter was to describe what the group the tasks was assigned to would do and who they would work with. He read from the rough draft he received from the City Manager and referred to the tasks that were assigned to the Planning Commission as follows:

1. Develop specific plans and recommendations for strategic community corridors; develop access management standards, street standards, and land use standards for various corridors including Trask Parkway and Paris Island Gateway.
2. Revising the current regulations to require low impact development relating mostly to stormwater.
3. Conduct small area planning.
4. Remove regulatory barriers to renewable energy and provide incentives for the use of renewable energy. This would be looking at the current UDO and making sure that there are no barriers to using renewable energy.
5. Adopting baseline standards for critical line setbacks and developing regional small area stormwater plans.

Mr. DeVito asked if these were prioritized. Mr. Laing said, no they weren't. Mr. Laing said he will forward a copy of the charter to the committee and staff to review and make comments on for our next meeting. Mr. Laing also wants to discuss how this will affect Port Royal. Ms. Bridges said Port Royal will be

having a similar retreat on March 20, starting at 8:30 a.m. and she suggested the commission members attend. Mr. Laing felt a final document would be ready by the time the Town has their retreat.

**VI. Review Commission Meeting Minutes**

**A. January 11, 2010 Meeting.**

**Motion:** Mr. Crower made a motion, seconded by Mr. DeVito, to approve the minutes as submitted. The motion carried with a vote of three to zero.

**VII. Adjournment**

**Meeting adjourned at 6:55 PM**