

**VARIANCE APPLICATION  
203 ROBERT SMALLS PARKWAY**

App # 72175

\$ PAID 10/1/15 CK

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

Application Fees	
<input type="checkbox"/>	Residential \$200
<input checked="" type="checkbox"/>	Commercial \$300
<input type="checkbox"/>	Special Meetings \$500

### VARIANCE APPLICATION

OFFICE USE ONLY: Date Filed: 10-1-15 Application #: ZB15-271 Zoning District: GC

### Instructions

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

### Submittal Requirements

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

APPLICANT(S): Navy Federal Credit Union  
 Address: 820 Follin Lane, Vienna, VA 22180  
 Telephone: 678-218-2564 [day] \_\_\_\_\_ [fax]  
 E-mail: chris\_hill@navyfederal.org, ken\_dwyer@navyfederal.org

OWNER(S) if other than Applicant(s): Burton Properties  
 Address: PO Box 1087, Beaufort, SC 29901  
 Telephone: \_\_\_\_\_ [day] \_\_\_\_\_ [fax]

PROPERTY STREET ADDRESS: 203 Robert Smalls Pkwy  
 Tax Map No.: \_\_\_\_\_  
 Parcel No.: R12202900002420000

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

### DESIGNATION OF AGENT [complete only if owner is not applicant]:

I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this application.

Date: 9/18/15 Owner's Signature: [Signature]

I (We) certify that the information in this application is correct.

Date: SEPT 18, 2015 Applicant's Signature: [Signature]  
 TRACY MONTGOMERY

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

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Applicant hereby appeals to the Zoning Board of Appeals for a variance from the strict application to the property described on Page 1 of the following provisions in Section 3.15 of the Unified Development Ordinance (UDO): Section 7.5 Off-Street Parking and Loading Standards, particularly sub-sections A - Off-Street Parking and C.3 Parking Design Standards

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so that a building permit may be issued to allow use of the property in a manner shown on the attached plot plan, described as follows: (e.g., build a garage) Construction of a Credit Union with 37 parking spaces, 13 paved spaces plus 24 pervious parking spaces.

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for which a permit has been denied by a building official on the grounds that the proposal would be in violation of the cited section(s) of the UDO:

1. The application of the UDO will result in unnecessary hardship, and the standards for a variance set by State law and the UDO are met by the following facts:
  - a. There are extraordinary and exceptional conditions pertaining to the particular piece of property as follows: See attached.  
\_\_\_\_\_  
\_\_\_\_\_
  - b. These conditions do not generally apply to other property in the vicinity as shown by: See attached.  
\_\_\_\_\_  
\_\_\_\_\_
  - c. The conditions are not the result of the applicant's own actions as follows: See attached.  
\_\_\_\_\_  
\_\_\_\_\_
  - d. Granting of the variance would not substantially conflict with the Comprehensive Plan and the purposes of the UDO in that: See attached.  
\_\_\_\_\_  
\_\_\_\_\_
  - e. Because of these conditions, the application of the UDO to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property as follows: See attached.  
\_\_\_\_\_  
\_\_\_\_\_
  - f. The authorization of the variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by the granting of the variance for the following reasons: See attached.  
\_\_\_\_\_  
\_\_\_\_\_

1. The application of the UDO will result in unnecessary hardship, and the standards for a variance set by State law and the UDO are met by the following facts:

- a. There are extraordinary and exceptional conditions pertaining to the particular piece of property as follows:

*The City of Beaufort Unified Development Ordinance (UDO) bases the quantity of parking on the type of proposed use and the proposed square footage of the building. However, the UDO does not provide a classification that is specific to a bank or financial institution (credit union), but rather classifies the proposed use as "general commercial." As such, Section 7.5.A (Off-Street Parking) of the UDO provides for a rate of three (3) parking spaces per 1,000 square feet of gross floor area. The Planning Director may approve up to 40% above this base quantity (Section 7.5.C). Parking in excess of the 40% additional allowance requires a variance approval.*

*For the proposed Navy Federal Credit Union (NFCU) at this location, which consists of 3,865 square feet of building area, a total of 13 parking spaces are required by the non-specific, general commercial classification. With a 40% increase approvable by the Planning Director, a total of 19 spaces are accommodated. However, the submitted Parking Generation Memorandum indicates that on average 39 parking spaces are required for the facility, which suggests the required minimum parking ratio should be approximately one (1) space per 1,000 square feet of gross floor area. The data in the Memorandum is based upon the same user at locations in Georgia, North Carolina, and South Carolina. If the non-specific use classification is applied, a potentially unsafe condition may arise due to insufficient parking located on the property.*

*In an effort to minimize the environmental impact of additional parking spaces on the property, only 37 total parking spaces of the 39 spaces suggested by the field study are requested. Additionally, the 18 excess parking spaces that require variance approval are proposed to be constructed of substantially pervious material, and have been placed such that existing trees are not impacted.*

- b. These conditions do not generally apply to other property in the vicinity as shown by:

*Within the general vicinity of the property, which for the purpose of this narrative includes the entire subject SC Highway 170 Design District, there are no stand-alone banks or credit unions available for comparison. Only one bank building (Regions) was observed within three-quarters (3/4) of a mile away, but the building also serves as an office with multiple floors and therefore is not a direct comparison.*

- c. The conditions are not the result of the applicant's own actions as follows:

*minimum thirty-five percent (35%) of pervious area required by Section 6.6.C.5. Maximum Site Coverage.*

*Among other goals, the SC Highway 170 Design District establishes minimum standards to "promote the safety of vehicular and pedestrian traffic, [and to] minimize traffic congestion." Furthermore, site design characteristics achieve Design District guidelines that include "developing safe and efficient site circulation, [which] is an important component of site design."*

*Careful placement of the excess pervious parking spaces meets other Design District site layout criteria since the excess parking spaces do not impact the existing trees proposed to be preserved along the perimeter of the property (Section 6.6.C.c.). Furthermore, per item (g.) under the same Section, "pedestrians and vehicles should be afforded safe and readily identifiable access to and circulation within the site."*

*Given the guidance established within the City's published regulations, the applicant believes that granting of the variance promotes these goals and minimum standards.*

- e. Because of these conditions, the application of the UDO to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property as follows:

*Application of the UDO to this particular piece of property and use effectively prohibits and unreasonably restricts the utilization of the property by potentially creating an unsafe vehicular congestion situation due to insufficient parking that is demonstrated by the Parking Generation Memorandum, which is an actual field study performed by the user. The UDO does not define a minimum parking requirement for the specific financial use, but rather classifies the proposed use as "general commercial." The general commercial designation provides an insufficient parking count during the peak parking demand condition presented in the Parking Generation Memorandum.*

- f. The authorization of the variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by the granting of the variance for the following reasons:

*As presented above, authorization of this variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by the granting of the variance since the variance seeks to promote growth and development goals, as well as guidelines and minimum standards set forth as part of the UDO and the Comprehensive Plan. Moreover, authorization of the variance promotes a safe condition that would otherwise be compromised with insufficient parking.*

Navy Federal Credit Union at 203 Robert Smalls Parkway, Beaufort, SC  
Variance Application – Site Photos



West property line from Lowes



South property line from Lowes

2815-27  
RECEIVED  
OCT - 1 2015  
for 10-26-15

**Navy Federal Credit Union at 203 Robert Smalls Parkway, Beaufort, SC  
Variance Application – Site Photos**



**West property line from proposed Taco Bell site**

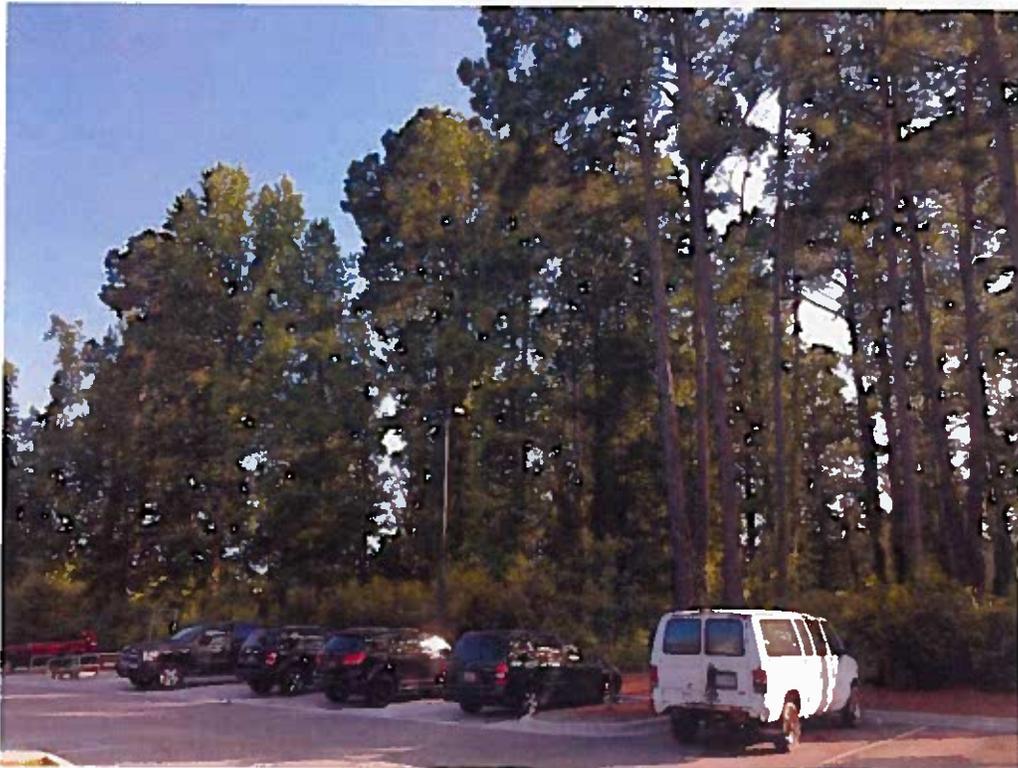


**North property line from across Robert Smalls Parkway**

Navy Federal Credit Union at 203 Robert Smalls Parkway, Beaufort, SC  
Variance Application – Site Photos



North property line from across Robert Smalls Parkway



East property line from Dollar General



10150 Highland Manor Drive, Suite 210  
 Tampa, Florida 33610  
 o | 813.549.3250  
 f | 813.621.3580  
 w | www.fg-inc.net

October 16, 2015

Libby Anderson  
 City of Beaufort Planning Department  
 1911 Boundary Street  
 Beaufort, South Carolina 29902

RE: Parking Generation for a Proposed Navy Federal Credit Union  
 Southwest Quadrant of Robert Smalls Pkwy & Burton Hill Road  
 203 Robert Smalls Parkway, Beaufort, SC

Dear Ms. Anderson:

A parking generation analysis was conducted in support of the construction of the subject Navy Federal Credit Union branch location. The proposed development consists of 3,865 square foot of new building area, two (2) drive-in lanes, one (1) ATM lane, and supporting infrastructure on an undeveloped 1.18-acre parcel. The analysis is based on information provided by the Institute of Transportation Engineers (ITE) as well as field studies conducted by Navy Federal Credit Union. The estimated number of parking spaces required for the proposed development were determined by using the following four sources:

- Equations provided in ITE’s Parking Generation Manual, 4<sup>th</sup> Edition.
- Equations provided in ITE’s Trip Generation Manual, 9<sup>th</sup> Edition.
- Trip data available from other branches in the region.
- Parking data available from other branches in the region.

**ITE Parking Generation**

The number of parking stalls required for a drive-in bank based on the ITE’s Parking Generation Manual, 4<sup>th</sup> Edition, are presented in Table 1. The number of stalls occupied is derived from rates during peak periods per 1,000 square feet (SF) of building area.

TABLE 1: ITE PARKING GENERATION

Description	ITE Code	Units (SF)	Rates				Stalls Occupied			
			Average Weekday	85 <sup>th</sup> Percentile Weekday	Average Saturday	85 <sup>th</sup> Percentile Saturday	Average Weekday	85 <sup>th</sup> Percentile Weekday	Average Saturday	85 <sup>th</sup> Percentile Saturday
Drive-in Bank	912	3,865	4	5.67	3.47	4.66	15.46	21.91	13.41	18.01

Therefore, on an average weekday peak period, 16 stalls are occupied (fractional spaces are rounded to the next whole number), whereas on an 85<sup>th</sup> percentile weekday peak period, 22 stalls are occupied. Average and 85<sup>th</sup> percentile Saturdays are shown to have less occupied stalls compared to weekdays, with 14 and 19 stalls occupied, respectively.

### ITE Trip Generation

The number of vehicular trips generated by a drive-in bank based on the ITE's Trip Generation Manual, 9th Edition, are presented in Table 2. This information provides an idea of how many parking spaces may be needed during peak hours. Two methods of determining trip generations are provided; one method is based on building square footage, while the other method uses the number of drive-thru lanes.

**TABLE 2: ITE TRIP GENERATION**

Project Land Use	Project Density	Project Trips			ITE Code	Variable	Equation Used <sup>1</sup>	In/Out Distribution
		Total	Inbound	Outbound				
Drive-In Bank	3,865 S.F.				912	1,000 S.F.		
	Daily	573	287	286			$T = 148.15(X)$	50% / 50%
	AM Peak Hour	47	27	20			$T = 12.08(X)$	57% / 43%
	PM Peak Hour	94	47	47			$T = 24.30(X)$	50% / 50%
Parking Spaces Needed for Members and Employees								
	AM Peak Hour	26						$P = 0.5(T)+12$
	PM Peak Hour	36						$P = 0.5(T)+12$
Drive-In Bank	2 Lanes				912	Drive-In Lanes		
	Daily	279	140	139			$T = 139.25(X)$	50% / 50%
	AM Peak Hour	19	11	8			$T = 9.29(X)$	60% / 40%
	PM Peak Hour	66	32	34			$T = 33.24(X)$	49% / 51%
Parking Spaces Needed for Members and Employees								
	AM Peak Hour	18						$P = 0.5(T)+12$
	PM Peak Hour	28						$P = 0.5(T)+12$

Note:

<sup>1</sup> Where: T = Trips; X = Density by Variable

The trip generation results show that a total of 27 and 47 inbound trips are expected during the AM and PM peak periods, respectively. In order to estimate the number of parking stalls that will be occupied, it is assumed that 50% of entering vehicles are walk-ins while the remaining 50% will use either the drive-in lanes or the ATM lane. Based on this assumption and the trip generation calculation, the total number of parking spaces needed for members and employees during AM and PM peak hours are 26 and 28, respectively, for the trip generation based on square feet. Alternatively, for the trip generation based on drive-in lanes, the parking spaces required during AM and PM peak hours would be 18 and 28, respectively.

### Trip Data from Other Branches

Statistical information from eight (8) similar existing Navy Federal Credit Union branches is presented in Table 3. Average day and peak day branch visits include the walk-ins and drive-ins. Cashline transactions

are those transactions completed via internet or other virtual form and therefore not used in this analysis. The branch locations are as follows:

- Charleston: 7255 Rivers Avenue, Charleston, SC
- Chesapeake Square: 2124 Starmount Parkway, Chesapeake, VA
- Western Boulevard: 1171 Western Boulevard, Jacksonville, NC
- Lynnhaven: 2977 Sabre Street, Virginia Beach, VA
- Newtown Road: 6350 Newtown Road, Norfolk, VA
- Summerville: 113 Grandview Drive, Summerville, SC
- Alpharetta: 5140 Windward Parkway, Milton, GA
- Lascara: 1530 International Boulevard, Norfolk, VA

**TABLE 3: NAVY FEDERAL CREDIT UNION BRANCH STATISTICS**

Branch	Branch Visits (August 2015)			Cashline Transactions (August 2015)			Branch Information		
	Average Day	Peak Day	Total	Average Day	Peak Day	Total	Area (SF)	Average Day Visits/1,000 SF	Peak Day Visits/1,000 SF
Charleston	701	959	18,226	792	1,172	20,590	6,500	107.85	147.54
Chesapeake Square	327	503	8,494	388	619	10,099	3,500	93.34	143.71
Western Boulevard	852	1,394	22,161	930	1,530	24,172	8,300	102.69	167.95
Lynnhaven	718	1,149	18,661	857	1,404	22,294	6,500	110.42	176.77
Newtown Road	538	867	13,976	677	1,182	17,593	3,500	153.58	247.71
Summerville	487	687	12,672	562	821	14,612	3,600	135.38	190.83
Alpharetta	159	227	4,143	175	253	4,541	5,000	31.87	45.40
Lascara	668	1,067	17,376	802	1,400	20,855	12,000	55.69	88.92
Beaufort	Walk in: 50%			Employees: 12			3,865	108.42	166.21

To develop a parking generation rate for the proposed Beaufort location, a ratio of visits per 1,000 SF for both average and peak days was developed for each above-listed branch location. These ratios were averaged and then applied to the Beaufort location to estimate the number of visits that are anticipated at this location.

Using the Navy Federal Credit Union branches within the region as listed above, Table 4 presents the developed parking generation.

**TABLE 4: PARKING GENERATION BASED ON EXISTING BRANCH STATISTICS**

Project Land Use	Project Density	Average Day	Peak Day	Equations Used	
Drive-in Bank	3,865 S.F.	Daily	419	642	Variable 1,000 SF
		AM Peak Hour	34	51	Average Day $T = 108.42(X)$
		PM Peak Hour	67	103	Peak Day $T = 166.21(X)$
Parking Spaces Needed for Members and Employees		AM Peak Hour	29	38	Average Day $P = 0.5(T)+12$
		PM Peak Hour	46	64	Peak Day $P = 0.5(T)+12$

Using the ratio developed for average day trips per 1,000 SF, a total of 419 trips are expected to be generated at this location. Of those, 34 and 67 trips occur during AM and PM peak hours, respectively. During peak days, it is expected that the branch will receive a total of 642 trips, with 51 and 103 trips during AM and PM peak hours, respectively. Assuming that 50% of the total trips are walk-ins, during average days, 29 and 46 parking spaces will be occupied during AM and PM peak hours, respectively. For peak days, 38 and 64 parking spaces will be occupied during AM and PM peak hours, respectively. The estimated parking stalls include 12 spaces that will be used by employees.

**Parking Data from Other Branches**

Parking data was also obtained from four (4) of the Navy Federal Credit Union branch managers in the region to understand actual parking demand. The information provided includes general occupancy of the parking lots, which is provided in Table 5. Site characteristics of the branch locations are as follows:

- Charleston: 6,500 SF building, 58 total parking spaces
- Summerville: 3,600 SF building, 92 total parking spaces
- Western Blvd: 8,300 SF building, 65 total parking spaces
- Lascara: 12,000 SF building, 106 total parking spaces

**TABLE 5: BRANCH PARKING SPACES**

Branch	Parking Type	Total Parking Spaces	Parking Spaces			
			% Average Day Occupied Spaces	% Peak Day Occupied Spaces	Average Day Occupied Spaces	Peak Day Occupied Spaces
Charleston	Stand alone	92	50%	100%	46	92
Summerville	Shared	58	50%	67%	29	39
Western Blvd	Stand alone	98	50%	67%	49	65
Lascara	Stand alone	106	-	100%	-	106

Per the table above, a similarly-sized credit union located in Summerville, SC, has a total of 58 parking spaces that are shared with a nearby restaurant, and are between 66.7% and 100% full during peak days.

Similarly, a stand-alone, off-base branch located in Charleston, SC, will have its 92 parking spaces completely full on Mondays, Fridays, and Saturdays (peak days). The stand-alone branch at Western Blvd will have 66.7% of the entire parking field occupied on peak days (65 parking spaces) and 50% during average days (49 parking spaces). Lascara Branch reports having 106 parking spaces full during peak days.

### Conclusions

A parking analysis performed for the proposed 3,865 SF Credit Union yields the following conclusions:

- ITE Parking Generation analysis suggests that a total of **22** parking spaces are occupied during the peak period of an 85<sup>th</sup> percentile weekday.
- Assuming 50% of expected trips are walk-ins, the ITE Trip Generation suggests a total of **26** and **36** trips during AM and PM peak hours, respectively.
- After analyzing trip data from other branch locations and developing a parking rate based on the field data, **38** and **64** walk-in visits are expected during the AM and PM peak periods, respectively, for this location on peak days.
- Parking data from other branches suggests that these credit unions have more branch visits than the average banks due to the nature of their services and their types of members. These credit unions are also more spread out and have a lesser location density while serving a wider area. Therefore, the credit unions have a requirement of more parking stalls than most nationalized banks with similar square footages.
- Navy Federal Credit Union has over 20,000 members within a 20-minute drive from the proposed branch in Beaufort, SC, and is expected to receive more trips than the average branch due to high demand in the area. Since this location would have the only off-base, non-restricted access branch in the area, Navy Federal Credit Union is expecting a very high number of branch visits.
- It can be observed from the analysis results that the site requires more than the requested **37** parking spaces. However, due to site specific constraints such as tree preservation, only **37** parking stalls can be accommodated and are recommended for this site.

Should you have any questions or need additional information, please contact me or María Vizcarrondo at (770) 368-1399. Thank you for your time and consideration.



Sincerely,

**FORESITE GROUP, INC.**

Sameer S. Patharkar, P.E.

Division Manager

1. The application of the UDO will result in unnecessary hardship, and the standards for a variance set by State law and the UDO are met by the following facts:
  - a. There are extraordinary and exceptional conditions pertaining to the particular piece of property as follows:

*The City of Beaufort Unified Development Ordinance (UDO) bases the quantity of parking on the type of proposed use and the proposed square footage of the building. However, the UDO does not provide a classification that is specific to a bank or financial institution (credit union), but rather classifies the proposed use as "general commercial." As such, Section 7.5.A (Off-Street Parking) of the UDO provides for a rate of three (3) parking spaces per 1,000 square feet of gross floor area. The Planning Director may approve up to 40% above this base quantity (Section 7.5.C). Parking in excess of the 40% additional allowance requires a variance approval.*

*For the proposed Navy Federal Credit Union (NFCU) at this location, which consists of 3,865 square feet of building area, a total of 13 parking spaces are required by the non-specific, general commercial classification. With a 40% increase approvable by the Planning Director, a total of 19 spaces are accommodated. However, the submitted Parking Generation Memorandum indicates that on average 39 parking spaces are required for the facility, which suggests the required minimum parking ratio should be approximately one (1) space per 1,000 square feet of gross floor area. The data in the Memorandum is based upon the same user at locations in Georgia, North Carolina, and South Carolina. If the non-specific use classification is applied, a potentially unsafe condition may arise due to insufficient parking located on the property.*

*In an effort to minimize the environmental impact of additional parking spaces on the property, only 37 total parking spaces of the 39 spaces suggested by the field study are requested. Additionally, the 18 excess parking spaces that require variance approval are proposed to be constructed of substantially pervious material, and have been placed such that existing trees are not impacted.*

- b. These conditions do not generally apply to other property in the vicinity as shown by:

*Within the general vicinity of the property, which for the purpose of this narrative includes the entire subject SC Highway 170 Design District, there are no stand-alone banks or credit unions available for comparison. Only one bank building (Regions) was observed within three-quarters (3/4) of a mile away, but the building also serves as an office with multiple floors and therefore is not a direct comparison.*

- c. The conditions are not the result of the applicant's own actions as follows:

*The conditions are not a direct result of the applicant's own actions, but rather a condition imposed by a non-specific parking classification as provided in the City of Beaufort UDO. The field study (Parking Generation Memorandum) indicates that on average 39 parking spaces are required for the proposed credit union of the specified size. If the non-specific use classification is applied, a potentially unsafe condition may arise due to insufficient parking located on the property.*

- d. Granting of the variance would not substantially conflict with the Comprehensive Plan and the purposes of the UDO in that:

*Granting the variance does not substantially conflict with the Comprehensive Plan and the purposes of the UDO since the site is located within the G-3 Framework Map and is zoned with a Highway Commercial designation and further defined to lie within the SC Highway 170 Design District.*

*The Framework Plan as described in the Comprehensive Plan includes the property as part of Growth Sector G-3B Corridor Mixed Use, which is "intended for a mixture of regional-serving commercial, residential, and institutional destinations." The proposed credit union achieves this goal of serving the regional demands, and attracts "people from beyond the immediate neighborhoods and from surrounding communities." This is evidenced by the lack of freestanding banking-related buildings along the SC Highway 170 Design District. Only one bank building (Regions) was observed within three-quarters (3/4) of a mile away, but the building also serves as an office with multiple floors and therefore is not a direct comparison.*

*Supporting the variance to allow development of this project meets other Comprehensive Plan goals, which include diversification of the City's employment sectors, which did not include financial institutions within the top seven reported sectors (Chapter 10, Section EP 1.0).*

*The variance does not conflict with the UDO zoning designation of Highway Commercial, which is defined as "intended to be developed and reserved for general business purposes and with particular consideration for the automobile-oriented commercial development existing or proposed along the City's roadways. The regulations which apply within this district are designed to encourage the formation and continuance of a compatible and economically healthy environment for business, financial, service and professional uses which benefit from being located in close proximity to each other; and to discourage any encroachment by industrial, residential or other uses considered capable of adversely affecting the basic commercial character of the district."*

*Per UDO Section 7.5.C.2. Parking Design Standards, all parking spaces in excess of the minimum are proposed to be constructed with a substantially pervious surface. Additionally, the installation of the proposed pervious parking spaces maintain the*

*minimum thirty-five percent (35%) of pervious area required by Section 6.6.C.5. Maximum Site Coverage.*

*Among other goals, the SC Highway 170 Design District establishes minimum standards to “promote the safety of vehicular and pedestrian traffic, [and to] minimize traffic congestion.” Furthermore, site design characteristics achieve Design District guidelines that include “developing safe and efficient site circulation, [which] is an important component of site design.”*

*Careful placement of the excess pervious parking spaces meets other Design District site layout criteria since the excess parking spaces do not impact the existing trees proposed to be preserved along the perimeter of the property (Section 6.6.C.c.). Furthermore, per item (g.) under the same Section, “pedestrians and vehicles should be afforded safe and readily identifiable access to and circulation within the site.”*

*Given the guidance established within the City’s published regulations, the applicant believes that granting of the variance promotes these goals and minimum standards.*

- e. Because of these conditions, the application of the UDO to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property as follows:

*Application of the UDO to this particular piece of property and use effectively prohibits and unreasonably restricts the utilization of the property by potentially creating an unsafe vehicular congestion situation due to insufficient parking that is demonstrated by the Parking Generation Memorandum, which is an actual field study performed by the user. The UDO does not define a minimum parking requirement for the specific financial use, but rather classifies the proposed use as “general commercial.” The general commercial designation provides an insufficient parking count during the peak parking demand condition presented in the Parking Generation Memorandum.*

- f. The authorization of the variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by the granting of the variance for the following reasons:

*As presented above, authorization of this variance will not be of substantial detriment to adjacent property or to the public good, and the character of the district will not be harmed by the granting of the variance since the variance seeks to promote growth and development goals, as well as guidelines and minimum standards set forth as part of the UDO and the Comprehensive Plan. Moreover, authorization of the variance promotes a safe condition that would otherwise be compromised with insufficient parking.*







**STAFF REPORT**  
**203 Robert Smalls Parkway**

**CITY OF BEAUFORT  
ZONING BOARD OF APPEALS  
Staff Report and Recommendations  
Meeting of 26 October 2015**

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**Case Number:** ZB15-27  
**Property Address:** 203 Robert Smalls Parkway  
**Applicant:** Navy Federal Credit Union  
**Type of Request:** Parking Variance  
**Zoning:** Highway Commercial District

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Background: The property is located at 203 Robert Smalls Parkway (see Site Location Map attached). This is an outparcel in front of Lowes. The property is identified as District 122, Tax Map 29, Parcel 242. The property, which is currently undeveloped, is approximately 1.18 acres in area. The property is zoned "Highway Commercial District" (HC).

The applicant desires to construct a credit unit on the property. The building is proposed to be 3,865 square feet with two teller drive-thru lanes and a drive-thru ATM lane. Section 7.5.A of the Unified Development Ordinance (UDO) requires a minimum of one on-site parking space per 300 square feet of building. The minimum number of parking spaces required is 13. Section 7.5.C.5 of the ordinance (attached) limits the number of on-site spaces to 140% of the minimum number of spaces, in this case, 18. Any spaces over the required minimum must be made of a pervious material. The applicant is proposing 37 parking spaces. All of the spaces over the required 13 spaces will be of a pervious material. The applicant is requesting a variance of Section 7.5.C.5 to permit the additional parking spaces to be developed on the site.

Questions for the applicant: Parking data on several branches of the Navy Federal Credit Union were provided. Does each of these facilities have two drive-thru tellers and a drive-thru ATM lane? If not, please describe the drive-thru facilities available at each branch so a better "apples-to-apples" comparison of parking demand can be made.

Are any trees over 8" DBH being removed for purposes of creating parking? If so, please describe size, species, and health.

What is the percentage of impervious surface? The limit in this district is 65%.

What is the proposed material for the pervious parking spaces?

Staff comments: The proposed 37 spaces is over 2 ½ times the minimum required by the ordinance and over twice the maximum permitted by the ordinance.

The Institute of Transportation Engineers "Parking Generation" Manual (2<sup>nd</sup> edition), suggests that a bank of the proposed size with drive-in and walk-in facilities, will have 16 occupied parking spaces on a weekday ( $3.865 \times 4.23 = 16$ ). The applicant should explain what why more than twice that number is needed in a facility that has two drive-thru tellers and a drive-thru ATM.

The three drive-thru lanes, along with the escape lane and additional parking creates a large amount of paved area. Are two drive-thru lanes necessary with the additional parking that is proposed? Could the teller drive-thru lanes be reduced to 10' and the one-way escape lane be reduced to 16'?

For purposes of comparison, the adjoining Dollar Tree building is approximately 10,000 square feet and has 45 parking spaces. The Taco Bell across the Lowes driveway entrance is approximately 2,490 square feet and has 24 parking spaces.

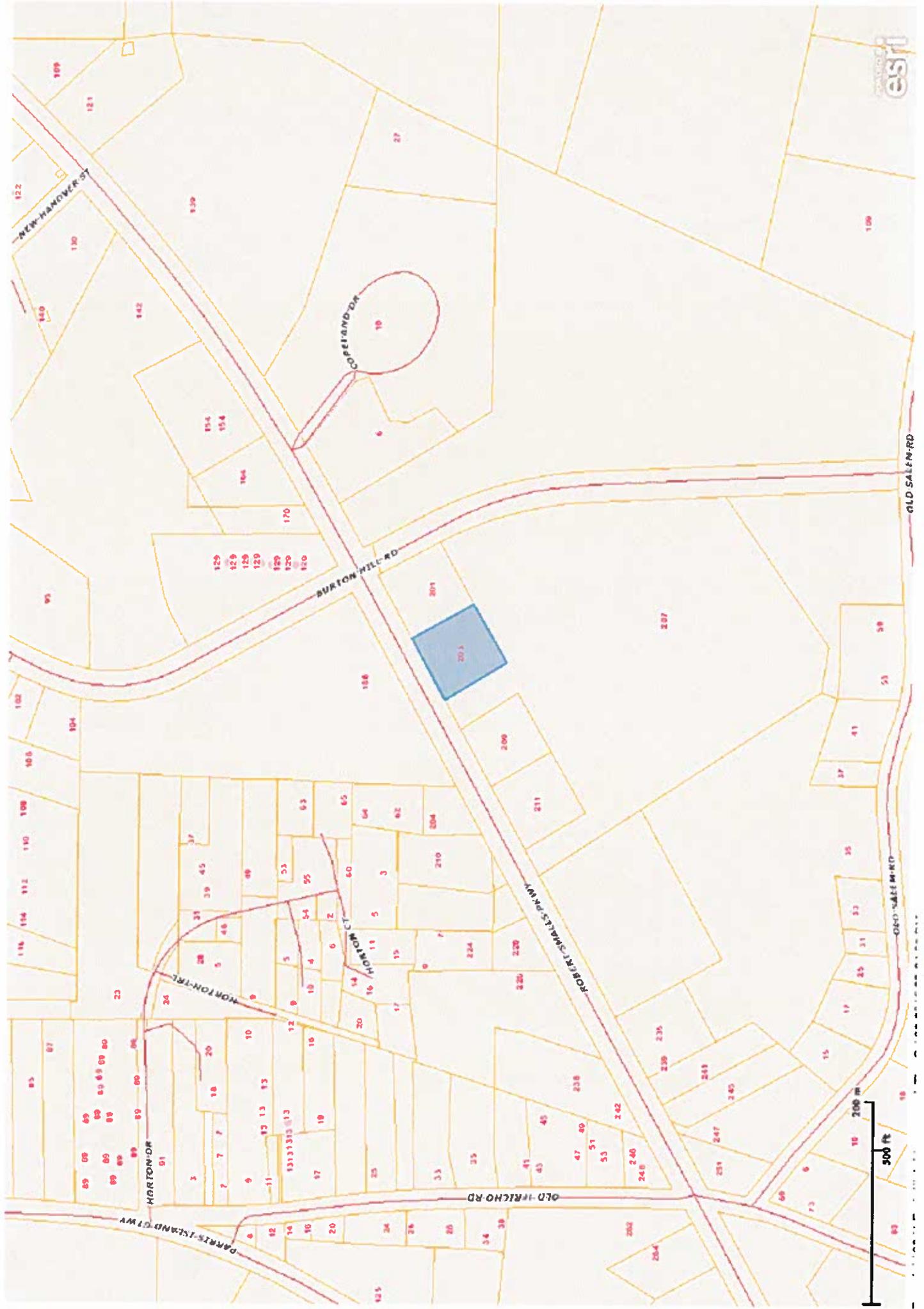
Public comments: The public hearing notice referencing this application appeared in the October 11 edition of *The Beaufort Gazette*. The property was posted on October 12. Letters were sent to adjoining property owners on October 14. The president of The Point Neighborhood Association was informed of the application by e-mail on October 19. Staff has received no public comments on this application as of the date of this writing.

Staff findings: Based on the information submitted with the application, staff has concluded the following:

- (1) *Extraordinary and exceptional conditions.* The board must make a finding that there are extraordinary and exceptional conditions pertaining to this property.
- (2) *Conditions as applied to other property in the vicinity.* The board must make a finding that the conditions identified above do not generally apply to other property in the vicinity.
- (3) *Conditions not a result of the applicant's own actions.* The board must make a finding that the conditions identified above are not the result of the applicant's own actions.
- (4) *Not in conflict with Comprehensive Plan.* Staff believes that granting of the variance will not be in conflict with the Comprehensive Plan and the purposes of the Unified Development Ordinance.
- (5) *Unreasonable restriction on utilization of the property.* The Board must make a finding that application of the ordinance to this particular property is an unreasonable restriction on use of the property. Has the applicant provided sufficient documentation that additional parking spaces are required for this use?
- (6) *Detriment to adjacent property and the public good.* Staff believes that granting of the variance will not be a detriment to adjacent property and the public good, and the character of the district will not be harmed by granting of the variance, in that the adjoining lots have substantial amounts of surface parking (24 spaces at Taco Bell and 45 spaces at Dollar Tree); that the additional parking will be a pervious material; and that the project is subject to design review.

Staff recommendation: If the Board makes all of the six findings above, the variance can be approved.

# 203 Robert Smalls Parkway



**B. Exemptions from Off-Street Parking Requirements**

1. In the Core Commercial (CC) District, all nonresidential uses except for Motels/Hotels/Extended Stay Guest Accommodations shall be exempt from these off-street parking requirements. Where such uses elect to provide off-street parking, it shall meet the design requirements of this Section.
2. On a block face where formalized on-street parking is available, single-family and two-family dwellings, and nonresidential uses with less than 4,000 square feet of space, and any structure listed as "Contributing" on the 1997 Beaufort County Above Ground Historic Resources Survey, shall be exempt from these off-street parking requirements. Formalized on-street parking is parking constructed parallel or diagonal to the street right-of-way, defined by a ribbon or vertical curb, utilizing a durable surface material such as asphalt, concrete, pavers, or gravel, with appropriate stormwater controls.
3. For multifamily dwellings over three units, and for commercial buildings over 4,000 square feet, adjacent existing on-street parking within 400' for the property line may be used to count towards the on-site parking requirement. Where on-street parking does not exist, additional on-street parking spaces meeting City standards may be constructed to fulfill all or part of the on-site parking requirement.
4. Any structure listed on the City's Vacant and Abandoned Structures list being re-occupied for residential uses, shall be exempt from these off-street parking requirements if on-site parking cannot be accommodated.

**C. Parking Design Standards**

1. Tandem (stacked) off-street parking is permitted for single-family and two-family dwellings.
2. Off-street parking spaces shall be a maximum of nine feet wide and 18 feet long except for car with trailer and recreational vehicle spaces which may be larger.
3. The design of on-street parking spaces shall be approved by the Technical Review Committee.
4. Except for single-family and duplex dwellings, parking lots shall be marked as appropriate to provide for safe and efficient parking and for traffic and pedestrian circulation. Parking spaces up to the minimum number of spaces required by this section may be paved with asphalt or concrete. Parking spaces over the minimum of that required by this section shall be of pervious material.
- ⇒ 5. The maximum number of surface lot parking spaces shall be no more than 140 percent of the required minimum number of spaces. For buildings with a footprint greater than 60,000 square feet, the maximum number of surface lot spaces shall be no more than 125 percent of the minimum number of spaces. This section shall not apply to lots zoned Industrial Park District.

**D. Location on Other Property**

If the required automobile parking space cannot reasonably be provided on the same lot on which the principal use is conducted, such spaces may be provided on other off-

**2nd Edition**

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# **Parking Generation**

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**INSTITUTE OF TRANSPORTATION ENGINEERS**

# BANK WITH DRIVE-IN AND WALK-IN FACILITIES (912)

Peak Parking Spaces Occupied vs: 1,000 GROSS SQUARE FEET BUILDING AREA

On a: WEEKDAY

## PARKING GENERATION RATES

Average Rate	Range of Rates	Standard Deviation	Number of Studies	Average 1,000 GSF Building Area
4.23	2.29-7.42	1.24	13	10

## DATA PLOT AND EQUATION

