

**BEAUFORT
PLANNING COMMISSION
AGENDA**

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

Monday, April 15, 2024, 5:00 P.M.

City Hall, Council Chambers, 2nd Floor – 1911 Boundary Street, Beaufort, SC

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83362447361?pwd=dTN2ZnR1OEZqeUV2dzBoQ0Jnd25BZz09>

Password: 955496 Meeting ID: 833 6244 7361 Call in Phone #: 1+929 205 6099

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."

I. **Call to Order**

II. **Pledge of Allegiance**

III. **Review Commission Meeting Minutes:**

 A. March 18, 2024 Meeting Minutes

IV. **Questions Relating to Military Operations**

V. **Old Business:**

 A. Tabled Amendments to Chapter 9 of the Development Code: Amendments to Section 9.10.2 Historic Review Board Process, Certificates of Appropriateness, etc.

VI. **New Business:**

 A. Amendments to Chapters 2 and 4 of the Beaufort Development Code, related to Zoning and Design Requirements.

VII. **Adjournment**

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



CITY OF BEAUFORT
Community Development Department

SCOTT MARSHALL
City Manager

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CURT FREESE
Community Development
Director

Date: March 18, 2024

From: Curt Freese, Community and Economic Development Director

To: Planning Commission

ISSUE: Beaufort Development Code Changes Tabled, Historic Preservation

BACKGROUND:

The Beaufort Development Code was adopted in 2017 with a forward thinking form-based structure to regulate development. In the five years since it was adopted, numerous issues have percolated to the surface that will require updates and revisions to the code. Stakeholders, from developers, board and council members to staff members and others, all identified numerous changes that must be addressed. A Code Workshop process was initiated with City Council to bring forward amendments. This process started on March 21, 2023, and has continued with public meetings on the third Tuesday of every month. The code amendments herein proposed for formal MPC recommendation, all have been discussed and vetted during these public meetings. The first few months were spent on an overview of the code, and changes to Chapters 9 and 10, which involve process and development review bodies.

PROPOSED AMENDMENTS

Please note, a copy of the track changes of the code sections in question are included in your packet with changes in red. The changes which involve several Sections of the code, have been grouped into four categories below, with a brief description of the changes which again, are found in the red. Also, the HBF seat was formally voted on with a 5-1 vote to recommend no change to the current ordinance—HBF would retain the recommendation of one of the five seats.

The proposed amendments to Chapters 9 and 10 focus on the following:

CHANGES TO STANDARDS TO THE HISTORIC REVIEW BOARD PROCESS

Analysis: Staff is recommending to significantly revise the historic district approval process.



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- Current process is not clear and hard to follow for the majority of citizens and applicants.
- No clear approval or findings for HRB to make, which is concerning due to the number of legal challenges recently made of the HRB.
- Addition of the Infill standards into the findings for COA's for new development.
- Formalization of the Concept to Final Process, with required materials and findings.
- Change to require all demolitions go to HRB, not some to Staff.
- Addition of Secretary of Interior Standards for COA's and demolitions.
- Formalization and time limits for demolition approvals.

Changes from 8/21/23 MPC Meeting

Staff made the following revisions based on Commissioner and Citizen comments:

- Received two legal reviews from two different attorneys.
- Clarification of Contributing and Non-contributing structure's demolition.
- Edits of typos and errors.

CODE REFERENCES (CHANGES IN RED)

- Section 10.7.2: HRB Powers and Duties and Composition
- Section 9.10.2 HRB process and approvals.

RECOMMENDATION: Approve text amendments.

9.10.2 PROCESS AND APPROVAL

A. Guidance Standards, Maintenance of Consistent Policies, HRTC: In order to provide guidance and insight into desirable goals and objectives for the Beaufort Historic District, the documents described in this section are hereby adopted for use by the HRB in the exercise of its authority granted under Section 10.7 of this Code.

- 1. The "Beaufort Preservation Manual, adopted November 2022.
2. The "Northwest Quadrant Design Principles," May 1999 shall be utilized by the HRB for the review of projects located within the Beaufort Conservation Neighborhood.
3. The Secretary of Interior's "Standards for Rehabilitation" shall be utilized for review of all projects that modify a contributing structure.
4. The Building Design Standards, in Article 4 of this Code, shall be utilized for review of all new construction.
5. The Historic District Infill Design Guidelines, in Section 4.7 of this Code, shall be utilized for review of all new construction.
6. Any special area policies adopted by the HRB.
7. Section 8.4 Archeological Impact shall be utilized when appropriate.

B. HRB Process: the review process to approve a Certificate of Appropriateness in the Beaufort Historic District is based on the following project types and process:

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1. Application/Eligibility: A property owner within the Beaufort Historic District shall make an application with the City of Beaufort. City Staff will review the application for completeness and schedule to a HTRC meeting.

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2. HTRC: The City shall organize an Historic Technical Review Committee to review projects within the Beaufort Historic District. The HTRC shall consist of the Code Administrator, City Building Official, City Code Enforcement Official, City Architect or Preservationist, a representative from any non-profit historic foundation, and representatives from public utilities. Any meetings of the HTRC shall be noticed as public meetings.

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3. HTRC Meeting: The HTRC shall review the application for compliance with this code and shall make a recommendation to either the HRB or the Code Administrator.

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4. Contributing Structures Process: all changes to contributing structures shall be approved by the Historic Review Board with the following exceptions:

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i. Minor Changes Contributing Structures: Minor changes or alterations to a contributing structure, limited to include the following: in kind repairs, non-historic fences and walls, changes in paint color, roof replacements and roof materials, and window replacements. All such projects shall attend an HTRC meeting before Staff shall issue approval.

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5. Non-Contributing Structures Process: all changes to non-contributing structures shall be approved by the Code Administrator with the following exceptions:

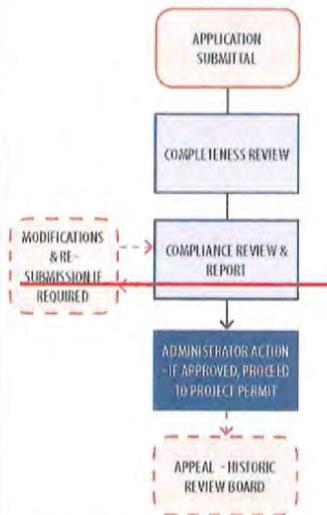
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- i. Minor Changes Non-contributing Structures Preservation District: Changes to a building or property, to include fences, paint color, roof materials, canopies and awnings, site changes, and window replacements on noncontributing structures.
- ii. The HTRC may recommend after the required HTRC meeting, that applications as defined in this Section, shall be approved by the Historic District Review Board (HRB), instead of the Code Administrator.

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Process Type: The review process required to approve Certification of Appropriateness is based on the following project types:



1. **Minor:** Administrative review shall apply to applications for Certification of Appropriateness for the following items. The Administrator may submit any applications that are subject to staff approval to the Historic District Review Board (HRB) for approval.
 - a. ~~Changes to a building or property, to include fences, paint color, roof materials, canopies and awnings, site changes, and window replacements on noncontributing structures.~~
 - b. ~~New construction and building modifications to include construction of non-habitable accessory buildings in the Beaufort Preservation Neighborhood.~~
 - c. ~~Modifications to non-contributing structures in the BCN.~~

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- d. Demolitions of non-contributing structures in the BCN.
- e. Demolition or partial demolition of a structure that is listed in the "1997 Beaufort County Historic Sites Survey," or the most recent historic sites survey, and lies outside the Beaufort Historic District.
- f. Demolition of noncontributing accessory structures (e.g., sheds, carports, etc.).

Such approval shall follow the procedures for Development Design Review Minor (Section 9.8.1).

6.2. Major New Development Historic District: Discretionary review by the HRB shall apply to all new development projects in the Historic District following the procedures for Development Design Review in Section 9.8.2, other applications for Certificates of Appropriateness. New construction in the Historic District shall follow the HRB approval process below:

a. Conceptual Approval

i. Applicant shall submit a site plan depicting new structure in relation to the setbacks, street, and any easements on the site. Site Plan shall include existing streets, alleys, driveways, non-primary structures, preliminary landscape plan depicting any existing specimen trees.

ii. Applicant shall submit a schematic depicting the following requirements: mass, height (including elevation of the first floor and floor to floor heights), siting and orientation on the lot, and form/scale of structure.

iii. Applicant shall submit a street-scape of any existing structures on the block proposed for new development, with proportions and pictures of said structures.

b. Final Approval

i. Applicant shall verify elevation of the first floor, and floor to floor heights.

ii. Applicant shall provide bays, windows and doors detail.

iii. Applicant shall provide final materials for structure.

iv. Applicant shall provide roof details including style, pitch and materials.

v. Applicant shall provide design and materials for shutter, porch, paint, walls, and column details.

vi. The applicant may elect to combine the Conceptual and Final Approval processes. Upon such election, the application shall include the items required for both Conceptual and Final Approval application and one HRB hearing shall be held on the combined application.

c. Findings Required: new development within the Beaufort Historic District shall be approved by the Historic Review Board, based on the following findings:

i. The plan is consistent with the seven integrity principles Section 4.7.2 of this Code.

Location: This is the relationship between the property and its historical context.

Design: This is the combination of elements that create the feeling of a district or structure. These elements include building patterns, streetscapes, site elements, building size, mass and scale, spatial relationships, and specific architectural elements and details.

Setting: This is the physical environment of a property and should be evaluated on its context as well as on the historical role the property has played and continues to play. Important features include topography, vegetation, man-made features, and relationships between existing structures and their surroundings.

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Materials: These are the physical elements that make up a property or district.

Workmanship: This is the physical evidence of the crafts of a particular culture or time period. This particularly applies to rehabilitation projects, but for new infill projects, workmanship of surrounding structures should be considered and respected. Retaining the details of the original craft and craftsman (i.e., wood, masonry, tabby etc.) of the original building ensures the historic fabric is retained and serves as an important component of the integrity and the patina of age of individual structures and the district as a whole.

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Feeling: This is the property's expression of the aesthetic or historic sense of a particular period of time. This particularly applies to rehabilitation projects, but for new infill projects, the feeling of surrounding structures should be considered and respected.

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Association: This is the direct link between an important historic event or person and a property. This particularly applies to rehabilitation projects, but for new infill projects, association of particular sites and neighborhoods should be considered.

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7. The plan complies with all applicable requirements of this Code, all applicable requirements of the Beaufort Preservation Manual, and/or the Northwest Quadrant Design Guidelines.

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8. New construction should build upon the history and established pattern of the district through its design, landscape, use, and cultural expression. An understanding of the character and significance of the district should predicate any design or development activities.

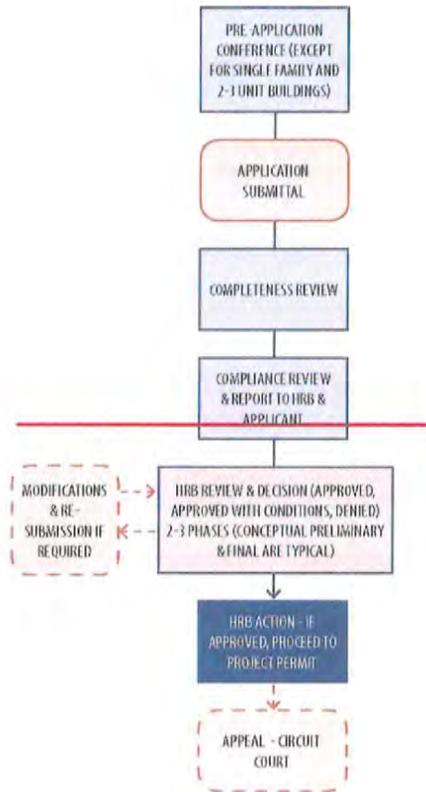
iv. Lot size, massing, siting, floor area ratio, and height must correspond to the adjacent buildings that contribute to or complement the rhythm of the district. The use of buildings will be secondary to their design and integration into the district. However, newly introduced uses should not be detrimental to the historic fabric.

v. Infill Shall Be Compatible Yet Distinct: New buildings should be identifiable as being of their period of construction; however, they should not be so differentiated that they detract from – or visually compete with – their historic neighbors. Within historic districts, compatibility is more important than differentiation.

vi. The Exterior Envelope and Patterning of New Buildings Shall Reflect District Characteristics: Infill design elements, patterning, texture, and materials should reflect the aesthetic and historic themes of the district. Patterns of fenestration, building divisions, setbacks, and landscapes that are characteristic of the district should inform the design of new buildings. Mechanical and automobile infrastructure should be appropriately concealed when not consistent with the district's character.

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9. Approval of Certificate of Appropriateness: In reviewing an application, the HRB shall conduct a public meeting and consider, among other things, in order to approve an application for a Certificate of Appropriateness of a Contributing Structure in an approved Historic District, the HRB shall find that the proposal meets the following standards:

- a. A property shall be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
- b. The historic character of a property shall be retained and preserved. The relocation of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.
- c. A property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall be discouraged.

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d. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.

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e. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

f. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.

g. Chemical and physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used unless otherwise approved by the City Staff.

h. Archaeological resources should be protected and preserved in place as per Section 4.7.2 of this Code. If such resources must be disturbed, mitigation measures should be encouraged.

i. New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportions, and massing to protect the integrity of the property and its environment.

j. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

10. Denial of Certificate of Appropriateness: The HRB may refuse any application that, in the opinion of the HRB, does not comply with the standards and guidelines listed in this. In case of disapproval, the HRB shall state the reasons therefore in a written statement to the applicant and may give verbal advice to the applicant and make recommendations in regard to appropriateness of design, arrangement, texture, material, color, etc. of the property involved. Among other grounds for considering a design inappropriate and requiring disapproval and resubmission are the following defects:

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1. Arresting and spectacular effects.

2. Violent contrasts of materials or colors and intense or lurid colors.

3. A multiplicity or incongruity of details resulting in a restless and disturbing appearance.

4. The absence of unity and coherence in composition, that is not in consonance with the dignity and character of the present structure, in the case of repair.

5. Construction of, remodeling, or enlargement of an existing building in a manner not consistent with the prevailing character of the neighborhood.

11. Issuance of Certificate of Appropriateness: When a Certificate of Appropriateness and Building Permit have been issued, the Administrator shall, from time to time, inspect the alteration or construction approved by such certificate and may report such inspection to the HRB listing all work inspected and reporting any work that is not in accordance with such certificate, or that violates any ordinances of the city.

12. Demolitions:

a. In all applications involving the demolition of a contributing primary structure or contributing accessory structure, provisions shall be made for a public hearing as set forth in Section 9.1.5. Demolition of non-contributing structures shall be approved by the Historic Review Board based on the standards of this Section.

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b. In any case involving the demolition or partial demolition of a structure, before granting approval or requiring a postponement, the HRB may call on the Administrator to provide them with a report on the state of repair and structural stability of the structure under consideration.

c. Upon receiving an application for demolition or partial demolition of a structure that is listed in the "1997 Beaufort County Historic Sites Survey" and lies within the limits of the city but outside the Beaufort Historic District, the Administrator, within 30 days of receiving the application, shall either approve it, or find that the preservation and protection of historic places and the public interest will be best served by postponing the demolition for a designated period — this shall not exceed 60 days from the receipt of the application, and notify the applicant of such postponement. The application will be announced to the public in accordance with the notification standards set forth in Section 9.1.3. Within the period of postponement of demolition or alteration of any building, the Administrator shall take steps to ascertain what may be done to preserve the building, including consultation with private civic groups, interested private citizens and other public boards or agencies, including investigation of the potential use of the power of eminent domain when the preservation of a given building is clearly in the interest of the general welfare of the community and of certain historic and architectural significance.

d. In order to approve an application for the relocation or demolition of a Contributing Structure, in an Historic District, the Historic Review Board must find that:

1. The applicant has proven the designated property has no historical significance,

2. In approving an application for the demolition of a Contributing Structure in the Historic District the Board may impose the following conditions:

i. Photographic, video, or drawn recordation of the property to be demolished, and/or

ii. Salvage and curation of significant elements, and/or

iii. Health and Safety and property maintenance measures

iv. Other reasonable mitigation measures.

3. At the public hearing of an application to relocate or demolish a Contributing Structure in an Historic District the Administrator upon recommendation by the Historic Review Board, may, in the interest of exploring reasonable alternatives, delay issuance of a permit for up to 90 days from the date of the hearing. If, thirty days prior to the expiration of the delay period, the Historic Review Board finds that there are still reasonable alternatives to explore, it may recommend a delay for an additional period of up to 90 days.

4. Permit Validity: Upon the approval of a demolition application by the Historic Review Board, the demolition permit shall be effective for two years from the date of the approval. The Historic Review Board may grant up to 5 one-year extensions of this time period upon submittal by the applicant of sufficient justification for the extension. Extensions shall be submitted at least 1 month prior to the expiration date.

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e. In order to approve an application for the relocation or demolition of a non-Contributing Structure, in an Historic District, the Historic Review Board must find that:

1. The applicant has proven no prudent or reasonable alternative exists.

2. In approving an application for the demolition of a non-contributing Structure in the Historic District the Board may impose the following conditions:

i. Photographic, video, or drawn recordation of the property to be demolished, and/or

ii. Salvage and curation of significant elements, and/or

iii. Health and Safety and property maintenance measures

iv. Other reasonable mitigation measures.

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13. Design Exception: Design Exceptions shall be used to modify any dimensional standards or design requirements, found in Articles 2 and 4, for development projects that have unique characteristics that justify a deviation from the underlying standards. Such deviations are intended to provide flexibility from the underlying standards to permit compatible development patterns which are indicative of the surrounding area and/or use an innovative approach or technique. The process is intended to provide the minimum relief necessary to create a more innovative and context-sensitive development consistent with the City's adopted plans. This tool is not intended to circumvent the map amendment (rezoning) procedure where that tool would provide a similar modification of standards.

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a. Applicability: The HRB shall have the authority to authorize a variance of up to 35 percent from any numerical standard set forth in Article 2 (Maps and Districts) — except for Section 2.6, Height and Section 2.7.4, Air Installation Compatibility Use Zone (AICUZ) overlay district standards — and Article 4 (Building Design and Infill Standards).

b. Review Criteria: The HRB may approve an application for a Design Exception where it reasonably determines that there will be no significant negative impact upon residents of surrounding property, or upon the general public. The board shall consider the following criteria in its review:

i. Compatibility: The proposed exception is appropriate for its location. It is compatible with the character of surrounding properties and the development permitted by the zoning of the surrounding properties.

ii. No Adverse Impact: The design of the proposed exception minimizes adverse effects including visual impacts of the proposed use on surrounding properties; furthermore, the proposed exception does not create a nuisance for surrounding properties.

iii. Consistency with Adopted Plans: The proposed development is in general conformity with the City's Comprehensive Plan, Civic Master Plan and other plans officially adopted by the City.

14. Resubmittal: After disapproval of an application, the applicant may make modifications to the plans and resubmit. The applicant may not resubmit the same proposal, without modifying it based on HRB comments, for 12 months from the date of the original submission. Reconsideration of an application for demolition that has been denied by the HRB may not be heard until 12 months from the date of the original public hearing, unless a major change has occurred in the property condition that is attributable natural causes.

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15. Appeal—Minor: Appeals of the decisions of the Administrator shall be heard by the HRB. The application for appeal shall be made within 30 days of the decision.

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16. Appeal—Major: Any party aggrieved by the decisions of the HRB may appeal to the circuit court within 30 days of the decision.

3.

Design Exception: Design Exceptions shall be used to modify any dimensional standards or design requirements, found in Articles 2 and 4, for development projects that have unique characteristics that justify a deviation from the underlying standards. Such deviations are intended to provide flexibility from the underlying standards to permit compatible development patterns which are indicative of the surrounding area and/or use an innovative approach or technique. The process is intended to provide the minimum relief necessary to create a more innovative and context sensitive development consistent with the City's adopted plans. This tool is not intended to circumvent the map amendment (rezoning) procedure where that tool would provide a similar modification of standards.

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b. **Review Criteria:** The HRB may approve an application for a Design Exception where it reasonably determines that there will be no significant negative impact upon residents of surrounding property, or upon the general public. The board shall consider the following criteria in its review:

- i. **Compatibility:** The proposed exception is appropriate for its location. It is compatible with the character of surrounding properties and the development permitted by the zoning of the surrounding properties, and will not reduce property values of surrounding properties.
- ii. **No Adverse Impact:** The design of the proposed exception minimizes adverse effects including visual impacts of the proposed use on surrounding properties; furthermore, the proposed exception does not create a nuisance for surrounding properties.
- iii. **Consistency with Adopted Plans:** The proposed development is in general conformity with the City's Comprehensive Plan, Civic Master Plan and other plans officially adopted by the City.

B. **Guidance Standards, Maintenance of Consistent Policies:** In order to provide guidance and insight into desirable goals and objectives for the Beaufort Historic District, the documents described in this section are hereby adopted for use by the HRB in the exercise of its authority granted under Section 10.7 of this Code:

1. The "Beaufort Preservation Manual," August 1979, and the "Beaufort Preservation Manual, Supplement," August 1990, shall be utilized by the HRB for review of projects located within the Beaufort Preservation Neighborhood.
2. The "Northwest Quadrant Design Principles," May 1999 shall be utilized by the HRB for the review of projects located within the Beaufort Conservation Neighborhood.
3. The Secretary of Interior's "Standards for Rehabilitation" shall be utilized for review of all projects that modify a contributing structure.
4. The Building Design Standards, in Article 4 of this Code, shall be utilized for review of all new construction.
5. The Historic District Infill Design Guidelines, in Section 4.7 of this Code, shall be utilized for review of all new construction.
6. Any special area policies adopted by the HRB.

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C. **Approval of Certificate of Appropriateness:** In reviewing an application, the HRB shall conduct a public meeting and consider, among other things, the historic, architectural and aesthetic features of such structure, the nature and character of the surrounding area, the use of such structure and its importance to the city, the character and appropriateness of design, scale of buildings, arrangement, texture, materials and color of the structure in question, and the relation of such elements to similar features of structures in the immediate surroundings. The HRB shall not consider the interior arrangement or interior design unless the interior arrangement or design affect the exterior appearance, nor shall it make requirements except for the purpose of preventing developments that are not in harmony with the prevailing character of the Beaufort Historic District, or that are obviously incongruous with this character.

D. **Demolitions:**

1. In all applications involving the demolition of a contributing primary structure or contributing accessory structure, provisions shall be made for a public hearing as set forth in Section 9.1.5. Demolition of non-contributing structures are approved by the Administrator.
2. In any case involving the demolition or partial demolition of a structure, before granting approval or requiring a postponement, the HRB may call on the Administrator to provide them with a report on the state of repair and structural stability of the structure under consideration.
3. Upon receiving an application for demolition or partial demolition of a structure that is listed in the "1997 Beaufort County Historic Sites Survey" and lies within the limits of the city but outside the Beaufort Historic District, the Administrator, within 30 days of receiving the application, shall either approve it, or find that the preservation and protection of historic places and the public interest will be best served by postponing the demolition for a designated period — this shall not exceed 60 days from the receipt of the application, and notify the applicant of such postponement. The application will be announced to the public in accordance with the notification standards set forth in Section 9.1.3. Within the period of postponement of demolition or alteration of any building, the Administrator shall take steps to ascertain what may be done to preserve the building, including consultation with private civic groups, interested private citizens and other public boards or agencies, including investigation of the potential use of the power of eminent domain when the preservation of a given building is clearly in the interest of the general welfare of the community and of certain historic and architectural significance.

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E. **Denial of Certificate of Appropriateness:** The HRB may refuse any application that, in the opinion of the HRB, does not comply with the standards and guidelines listed in Section 9.10.2-B, and thus would be detrimental to the interests of the city. In case of disapproval, the HRB shall state the reasons therefore in a written statement to the applicant, and may give verbal advice to the applicant and make recommendations in regard to appropriateness of design, arrangement, texture, material, color, etc. of the property involved.

Among other grounds for considering a design inappropriate and requiring disapproval and resubmission are the following defects:

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3. A multiplicity or incongruity of details resulting in a restless and disturbing appearance.
4. The absence of unity and coherence in composition, that is not in consonance with the dignity and character of the present structure, in the case of repair.
5. Construction of, remodeling, or enlargement of an existing building in a manner not consistent with the prevailing character of the neighborhood.

F. ~~Issuance of Certificate of Appropriateness: When a Certificate of Appropriateness and Building Permit have been issued, the Administrator shall, from time to time, inspect the alteration or construction approved by such certificate and may report such inspection to the HRB listing all work inspected and reporting any work that is not in accordance with such certificate, or that violates any ordinances of the city.~~

G. ~~Resubmittal: After disapproval of an application, the applicant may make modifications to the plans and resubmit. The applicant may not resubmit the same proposal, without modifying it based on HRB comments, for 12 months from the date of the original submission. Reconsideration of an application for demolition that has been denied by the HRB may not be heard until 12 months from the date of the original public hearing, unless a major change has occurred in the property condition that is attributable natural causes.~~

H. ~~Appeal — Minor: Appeals of the decisions of the Administrator shall be heard by the HRB. The application for appeal shall be made within 30 days of the decision.~~

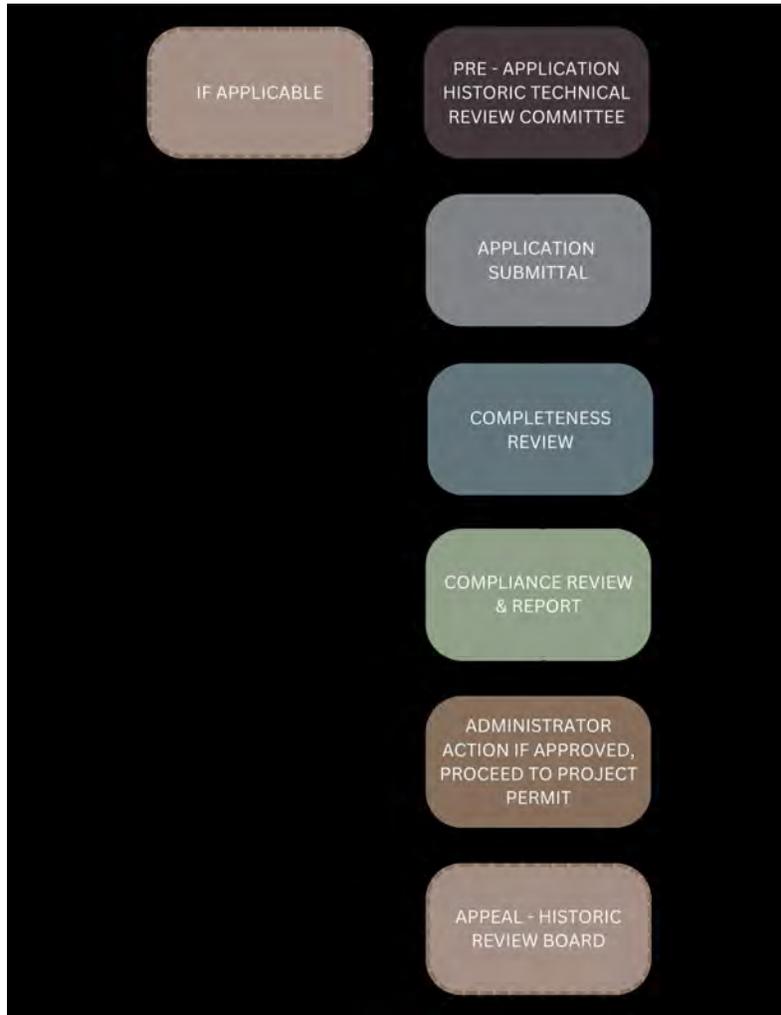
I. ~~Appeal — Major: Any party aggrieved by the decisions of the HRB may appeal to the circuit court within 30 days of the decision.~~

Clean Section 9.10.2

9.10.2 PROCESS AND APPROVAL

- A. **Guidance Standards, Maintenance of Consistent Policies, HRTC:** In order to provide guidance and insight into desirable goals and objectives for the Beaufort Historic District, the documents described in this section are hereby adopted for use by the HRB in the exercise of its authority granted under Section 10.7 of this Code.
1. The "Beaufort Preservation Manual, adopted November 2022.
 2. The "Northwest Quadrant Design Principles," May 1999 shall be utilized by the HRB for the review of projects located within the Beaufort Conservation Neighborhood.
 3. The Secretary of Interior's "Standards for Rehabilitation" shall be utilized for review of all projects that modify a contributing structure.
 4. The Building Design Standards, in Article 4 of this Code, shall be utilized for review of all new construction.
 5. The Historic District Infill Design Guidelines, in Section 4.7 of this Code, shall be utilized for review of all new construction.
 6. Any special area policies adopted by the HRB.
 7. Section 8.4 Archeological Impact shall be utilized when appropriate.
- B. **HRB Process:** the review process to approve a Certificate of Appropriateness in the Beaufort Historic District is based on the following project types and process:
1. **Application/Eligibility:** A property owner within the Beaufort Historic District shall make an application with the City of Beaufort. City Staff will review the application for completeness and schedule to a HTRC meeting.
 2. **HTRC:** The City shall organize an Historic Technical Review Committee to review projects within the Beaufort Historic District. The HTRC shall consist of the Code Administrator, City Building Official, City Code Enforcement Official, City Architect or Preservationist, a representative from any non-profit historic foundation, and representatives from public utilities. Any meetings of the HTRC shall be noticed as public meetings.
 3. **HTRC Meeting:** The HTRC shall review the application for compliance with this code and shall make a recommendation to either the HRB or the Code Administrator.
 4. **Contributing Structures Process:** all changes to contributing structures shall be approved by the Historic Review Board with the following exceptions:
 - i. **Minor Changes Contributing Structures:** Minor changes or alterations to a contributing structure, limited to include the following: in kind repairs, non-historic fences and walls, changes in paint color, roof replacements and roof materials, and window replacements. All such projects shall attend an HTRC meeting before Staff shall issue approval.
 5. **Non-Contributing Structures Process:** all changes to non-contributing structures shall be approved by the Code Administrator with the following exceptions:

- i. Minor Changes Non-contributing Structures Preservation District: Changes to a building or property, to include fences, paint color, roof materials, canopies and awnings, site changes, and window replacements on noncontributing structures.
- ii. The HTRC may recommend after the required HTRC meeting, that applications as defined in this Section, shall be approved by the Historic District Review Board (HRB), instead of the Code Administrator.



- 1.
- 6. **New Development Historic District:** review by the HRB shall apply to all new development projects in the Historic District following the procedures for Development Design Review in Section 9.8.2. . New construction in the Historic District shall follow the HRB approval process below:

a. Conceptual Approval

- i. Applicant shall submit a site plan depicting new structure in relation to the setbacks, street, and any easements on the site. Site Plan shall include existing streets, alleys, driveways, non-primary structures, preliminary landscape plan depicting any existing specimen trees.
- ii. Applicant shall submit a schematic depicting the following requirements: mass, height (including elevation of the first floor and floor to floor heights), siting and orientation on the lot, and form/scale of structure.

iii. Applicant shall submit a street-scape of any existing structures on the block proposed for new development, with proportions and pictures of said structures.

b. Final Approval

- i. Applicant shall verify elevation of the first floor, and floor to floor heights.
- ii. Applicant shall provide bays, windows and doors detail.
- iii. Applicant shall provide final materials for structure.
- iv. Applicant shall provide roof details including style, pitch and materials.
- v. Applicant shall provide design and materials for shutter, porch, paint, walls, and column details.
- vi. The applicant may elect to combine the Conceptual and Final Approval processes. Upon such election, the application shall include the items required for both Conceptual and Final Approval application and one HRB hearing shall be held on the combined application.

c. Findings Required: new development within the Beaufort Historic District shall be approved by the Historic Review Board, based on the following findings:

- i. The plan is consistent with the seven integrity principles Section 4.7.2 of this Code.

Location: This is the relationship between the property and its historical context.

Design: This is the combination of elements that create the feeling of a district or structure. These elements include building patterns, streetscapes, site elements, building size, mass and scale, spatial relationships, and specific architectural elements and details.

Setting: This is the physical environment of a property and should be evaluated on its context as well as on the historical role the property has played and continues to play. Important features include topography, vegetation, man-made features, and relationships between existing structures and their surroundings.

Materials: These are the physical elements that make up a property or district.

Workmanship: This is the physical evidence of the crafts of a particular culture or time period. This particularly applies to rehabilitation projects, but for new infill projects, workmanship of surrounding structures should be considered and respected. Retaining the details of the original craft and craftsman (i.e., wood, masonry, tabby etc.) of the original building ensures the historic fabric is retained and serves as an important component of the integrity and the patina of age of individual structures and the district as a whole.

Feeling: This is the property's expression of the aesthetic or historic sense of a particular period of time. This particularly applies to rehabilitation projects, but for new infill projects, the feeling of surrounding structures should be considered and respected.

Association: This is the direct link between an important historic event or person and a property. This particularly applies to rehabilitation projects, but for new infill projects, association of particular sites and neighborhoods should be considered.

- 7. The plan complies with all applicable requirements of this Code, all applicable requirements of the Beaufort Preservation Manual, and/or the Northwest Quadrant Design Guidelines.
- 8. New construction should build upon the history and established pattern of the district through its design, landscape, use, and cultural expression. An understanding of the character and significance of the district should predicate any design or development activities.

iv. Lot size, massing, siting, floor area ratio, and height must correspond to the adjacent buildings that contribute to or complement the rhythm of the district. The use of buildings will be secondary to their design and integration into the district. However, newly introduced uses should not be detrimental to the historic fabric.

v. Infill Shall Be Compatible Yet Distinct: New buildings should be identifiable as being of their period of construction; however, they should not be so differentiated that they detract from – or visually compete with – their historic neighbors. Within historic districts, compatibility is more important than differentiation.

vi. The Exterior Envelope and Patterning of New Buildings Shall Reflect District Characteristics: Infill design elements, patterning, texture, and materials should reflect the aesthetic and historic themes of the district. Patterns of fenestration, building divisions, setbacks, and landscapes that are characteristic of the district should inform the design of new buildings. Mechanical and automobile infrastructure should be appropriately concealed when not consistent with the district's character.

9. **Approval of Certificate of Appropriateness:** In reviewing an application, the HRB shall conduct a public meeting and consider, among other things. In order to approve an application for a Certificate of Appropriateness of a Contributing Structure in an approved Historic District, the HRB shall find that the proposal meets the following standards:
- a. A property shall be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
 - b. The historic character of a property shall be retained and preserved. The relocation of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.
 - c. A property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall be discouraged.
 - d. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
 - e. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
 - f. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.
 - g. Chemical and physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used unless otherwise approved by the City Staff.
 - h. Archaeological resources should be protected and preserved in place as per Section 4.7.2 of this Code. If such resources must be disturbed, mitigation measures should be encouraged.

-
- i. New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportions, and massing to protect the integrity of the property and its environment.
 - j. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.
10. **Denial of Certificate of Appropriateness:** The HRB may refuse any application that, in the opinion of the HRB, does not comply with the standards and guidelines listed in this. In case of disapproval, the HRB shall state the reasons therefore in a written statement to the applicant and may give verbal advice to the applicant and make recommendations in regard to appropriateness of design, arrangement, texture, material, color, etc. of the property involved. Among other grounds for considering a design inappropriate and requiring disapproval and resubmission are the following defects:
- 1. Arresting and spectacular effects.
 - 2. Violent contrasts of materials or colors and intense or lurid colors.
 - 3. A multiplicity or incongruity of details resulting in a restless and disturbing appearance.
 - 4. The absence of unity and coherence in composition, that is not in consonance with the dignity and character of the present structure, in the case of repair.
 - 5. Construction of, remodeling, or enlargement of an existing building in a manner not consistent with the prevailing character of the neighborhood.
11. **Issuance of Certificate of Appropriateness:** When a Certificate of Appropriateness and Building Permit have been issued, the Administrator shall, from time to time, inspect the alteration or construction approved by such certificate and may report such inspection to the HRB listing all work inspected and reporting any work that is not in accordance with such certificate, or that violates any ordinances of the city.
12. **Demolitions:**
- a. In all applications involving the demolition of a contributing primary structure or contributing accessory structure, provisions shall be made for a public hearing as set forth in Section 9.1.5. Demolition of non-contributing structures shall be approved by the Historic Review Board based on the standards of this Section.
 - b. In any case involving the demolition or partial demolition of a structure, before granting approval or requiring a postponement, the HRB may call on the Administrator to provide them with a report on the state of repair and structural stability of the structure under consideration.
 - c. Upon receiving an application for demolition or partial demolition of a structure that is listed in the "1997 Beaufort County Historic Sites Survey" and lies within the limits of the city but outside the Beaufort Historic District, the Administrator, within 30 days of receiving the application, shall either approve it, or find that the preservation and protection of historic places and the public interest will be best served by postponing the demolition for a designated period — this shall not exceed 60 days from the receipt of the application, and notify the applicant of such postponement. The application will be announced to the public in accordance with the notification standards set forth in Section 9.1.3. Within the period of postponement of demolition or alteration of any building, the Administrator shall take steps to ascertain what may be done to preserve the building, including consultation with private civic groups, interested private citizens and other public boards or agencies, including investigation of the potential use of the power of eminent domain when the preservation of a given building is clearly in the

interest of the general welfare of the community and of certain historic and architectural significance.

d. In order to approve an application for the relocation or demolition of a Contributing Structure, in an Historic District, the Historic Review Board must find that:

1. The applicant has proven the designated property has no historical significance,
2. In approving an application for the demolition of a Contributing Structure in the Historic District the Board may impose the following conditions:

- i. Photographic, video, or drawn recordation of the property to be demolished, and/or
- ii. Salvage and curation of significant elements, and/or
- iii. Health and Safety and property maintenance measures
- iv. Other reasonable mitigation measures.

3. At the public hearing of an application to relocate or demolish a Contributing Structure in an Historic District the Administrator upon recommendation by the Historic Review Board, may, in the interest of exploring reasonable alternatives, delay issuance of a permit for up to 90 days from the date of the hearing. If, thirty days prior to the expiration of the delay period, the Historic Review Board finds that there are still reasonable alternatives to explore, it may recommend a delay for an additional period of up to 90 days.

4. Permit Validity: Upon the approval of a demolition application by the Historic Review Board, the demolition permit shall be effective for two years from the date of the approval. The Historic Review Board may grant up to 5 one-year extensions of this time period upon submittal by the applicant of sufficient justification for the extension. Extensions shall be submitted at least 1 month prior to the expiration date.

e. In order to approve an application for the relocation or demolition of a non-Contributing Structure, in an Historic District, the Historic Review Board must find that:

1. The applicant has proven no prudent or reasonable alternative exists.
2. In approving an application for the demolition of a non-contributing Structure in the Historic District the Board may impose the following conditions:

- i. Photographic, video, or drawn recordation of the property to be demolished, and/or
- ii. Salvage and curation of significant elements, and/or
- iii. Health and Safety and property maintenance measures
- iv. Other reasonable mitigation measures.

3. Permit Validity: Upon the approval of a demolition application by the Historic Review Board, the demolition permit shall be effective for two years from the date of the approval. The Historic Review Board may grant up to 5 one-year extensions of this time period upon submittal by the applicant of sufficient justification for the extension. Extensions shall be submitted at least 1 month prior to the expiration date.

13. Design Exception: Design Exceptions shall be used to modify any dimensional standards or design requirements, found in Articles 2 and 4, for development projects that have unique characteristics that justify a deviation from the underlying standards. Such deviations are intended to provide flexibility from the underlying standards to permit compatible development patterns which are indicative of the surrounding area and/or use an innovative approach or technique. The process is intended to provide the minimum relief necessary to create a more innovative and context-sensitive development

consistent with the City's adopted plans. This tool is not intended to circumvent the map amendment (rezoning) procedure where that tool would provide a similar modification of standards.

- a. **Applicability:** The HRB shall have the authority to authorize a variance of up to 35 percent from any numerical standard set forth in Article 2 (Maps and Districts) — except for Section 2.6, Height and Section 2.7.4, Air Installation Compatibility Use Zone (AICUZ) overlay district standards — and Article 4 (Building Design and Infill Standards).
- b. **Review Criteria:** The HRB may approve an application for a Design Exception where it reasonably determines that there will be no significant negative impact upon residents of surrounding property, or upon the general public. The board shall consider the following criteria in its review:
 - i. **Compatibility:** The proposed exception is appropriate for its location. It is compatible with the character of surrounding properties and the development permitted by the zoning of the surrounding properties.
 - ii. **No Adverse Impact:** The design of the proposed exception minimizes adverse effects including visual impacts of the proposed use on surrounding properties; furthermore, the proposed exception does not create a nuisance for surrounding properties.
 - iii. **Consistency with Adopted Plans:** The proposed development is in general conformity with the City's Comprehensive Plan, Civic Master Plan and other plans officially adopted by the City.

14. **Resubmittal:** After disapproval of an application, the applicant may make modifications to the plans and resubmit. The applicant may not resubmit the same proposal, without modifying it based on HRB comments, for 12 months from the date of the original submission. Reconsideration of an application for demolition that has been denied by the HRB may not be heard until 12 months from the date of the original public hearing, unless a major change has occurred in the property condition that is attributable natural causes.

15. **Appeal—Minor:** Appeals of the decisions of the Administrator shall be heard by the HRB. The application for appeal shall be made within 30 days of the decision.

16. **Appeal—Major:** Any party aggrieved by the decisions of the HRB may appeal to the circuit court within 30 days of the decision.

B.



CITY OF BEAUFORT
Community Development Department

SCOTT MARSHALL
City Manager

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CURT FREESE
Community Development
Director

Date: March 18, 2024

From: Curt Freese, Community Development Director

To: Planning Commission

Issue: Beaufort Development Code Changes

Background:

The Beaufort Development Code was adopted in 2017 with a forward-thinking form-based structure to regulate development. Stakeholders, from developers, board and council members to staff members and others, all identified numerous changes that must be addressed. A Code Workshop process was initiated with City Council to bring forward amendments. This process started on March 21, 2023, and has continued with public meetings on the third Tuesday of every month.

The code amendments herein are limited to specific zoning and lot requirements that were presented to Council at their October and January Code Edit sessions. These amendments require a recommendation by the City Planning Commission, and then are forwarded to the City Council.

Current Status:

Code Amendments proposed at the February Code Edit meeting, which focused on edits to Chapter 4, Design Requirements, have not been included as part of this cycle, as discussion was not finalized at the February Code Edit Meeting. Staff expects to forward these to the PC in April for consideration.

Proposed Amendments

Please note, a copy of the track changes of the code sections in question are included in your packet with changes in red. The changes which involve several Sections of the code are found below:

2.4.1 Transect Standards

2.6.2 Building Height

2.6.5 Height Transition

2.7.1 Historic District



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3.2 Table of Uses

3.6.2 Commercial Use Requirements/Standards

3.11.2 Accessory Uses

3.12.2 Temporary Uses

4.5.3 Carriage House

4.5.5 2-3 Unit Homes

4.5.6 Rowhouse

4.5.8 Live Work Buildings

DESCRIPTION AND SYNOPSIS OF CHANGES

2.4.1 Transect Standards

Analysis/Recommendation: Adding a note that all subdivision of lots in historic districts will be subject to the HRB process for clarity.

2.6.2 Building Height

Analysis/Recommendation: 1) Revising building height to be consistent with the adopted Flood Ordinance; 2) Adding the two story requirement measured 250' from any major intersection, as it is currently referenced within the specific building type categories and lacks clarity.

2.6.5 Height Transition (New Code Section)

Analysis/Recommendation: Adding a 75' height transition area, with diagrams, to provide a reasonable transition for residents who live in homes next to higher order transect zones, like T-4 and T-5.

2.7.1 Historic District (Scriveners/Clarification)



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Analysis/Recommendation: There has been some confusion as to what high ground references in the code. The proposed language is to provide clarification.

3.2 Table of Uses

Analysis/Recommendation: This includes a number of major changes to accommodate missing middle housing and higher densities, which include the following:

- Addition of T-4NA specific standards in the zoning use table. Such standards did not exist.
- Adding 2-3 unit dwelling units in the T-3 districts.
- Adding Rowhomes as a conditional use in the T-3 districts
- Adding Apartment homes as a special exception in the T-3 districts.
- Adding Live Work Unit in T4 HN (with new conditions as per the proposed Section 3.6.2.

3.6.2 Commercial Use Requirements/Standards

Analysis/Recommendation: Five proposed major changes to this section:

- Revising the T-4 NA district for clarity, and also to allow indoor entertainment, as Staff has been approached by owners of industrial buildings in this district, who would like to convert to gyms, gymnastics and other uses which would serve the community and intention of the district.
- Clarifying that manufactured and mobile homes cannot be used for short term rentals.
- Adding a requirement that kennels in T-5 UC must not be visible from the public view.
- Adding specific standards for special exceptions in T4-HN, limiting the use, size of use, and signage.
- Adding clarity for split zoned T-5 UC and RMX properties, and standards for development.

3.11.2 Accessory Uses

Analysis/Recommendation: Elimination of the minimum size requirement for an attached ADU to allow for more flexibility.



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3.12.2 Temporary Uses (clarification)

Analysis: Remove the term “steel” and replacing it with “metal” for temporary allowance of pod type moving storage.

4.5.3 CARRIAGE HOUSE

Analysis/Recommendation: Two changes: 1) Allowing up to two ADUS in all districts, eliminating the 11 ADU requirement in the T-3 districts. 2) Eliminating the minimum size requirement.

4.5.5 2-3 UNIT HOMES

Analysis/Recommendation: Eliminate the two per block only restriction to allow for greater usage of this housing type.

4.5.6 ROWHOUSE

Analysis: Remove the T4-NA restriction and allow as per the Code table as a proposed Special Exception.

4.5.8 LIVE WORK BUILDINGS

Analysis: Removing the T-4 restriction for T-4 which makes such a live-work building impractical to build.

Recommendation: Recommendation to City Council For Approval.



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2.4.1 TRANSECT-BASED DISTRICT STANDARDS

DISTRICT	T3-S	T3-N	T4-HN	T4-N	T5-DC	T5-UC
A. LOT CONFIGURATION						
1. Lot Width at Front Setback	60 ft min; for waterfront lots see Section 2.5.4	40 ft min, 60 ft min in the Hundred Pines neighborhood	40 ft min, 60 ft min in The Point	n/a	n/a	n/a
2. Lot Size	6,000 sf min; for waterfront lots see Section 2.5.4	4,000 sf min; 3,000 sf min for alley-served lots	4,000 sf min; 6,000 sf min in The Point	n/a	n/a	n/a
3. Maximum Lot Coverage ¹	45% of lot area	45% of lot area	55% of lot area	70% of lot area	100%	100%
4. Frontage Build-Out ²	n/a	n/a	75% max	60% min; 85% max	75% min	60% min
¹ This percentage indicates maximum lot coverage by roofs; total impervious coverage, excepting pools , may be an additional 10%. Parcels may also be subject to Section 8.3 (Stormwater). ² See Section 2.5.1 B. for additional frontage build-out standards. 3. Lots located in the historic district, will be subject to the Historic Review Board approval process of 9.9.2 D.						
B. PRIMARY BUILDING PLACEMENT						
1. Front Setback; <i>for infill lots also see Section 2.5.2</i>	20 ft min	15 ft min	Average Prevailing Setback on Block	0 ft min	0 ft min	0 ft min
	No max	30 ft max ³		15 ft max	Max. Prevailing Setback on Block	15 ft max
2. Side Setback—Corner/Alley	15 ft min	6 ft min	5 ft min	0 ft min	0 ft min	0 ft min
	No max	No max	No max	10 ft max	15 ft max	15 ft max
3. Side Setback—Interior	10 ft min	6 ft min	6 ft min, 10 ft min in The Point	5 ft min, or 0 ft if attached	0 ft min	0 ft min
4. Rear Setback ⁴	15 ft min	15 ft min	15 ft min	10 ft min	0 ft min	5 ft min
5. Rear Setback from Alley ⁴	n/a	0 ft	0 ft	0 ft	0 ft	0 ft
6. Attached Garage/Carport	5 ft min	5 ft min	Attached garages shall only be accessed via an alley; garage doors shall not face the street			

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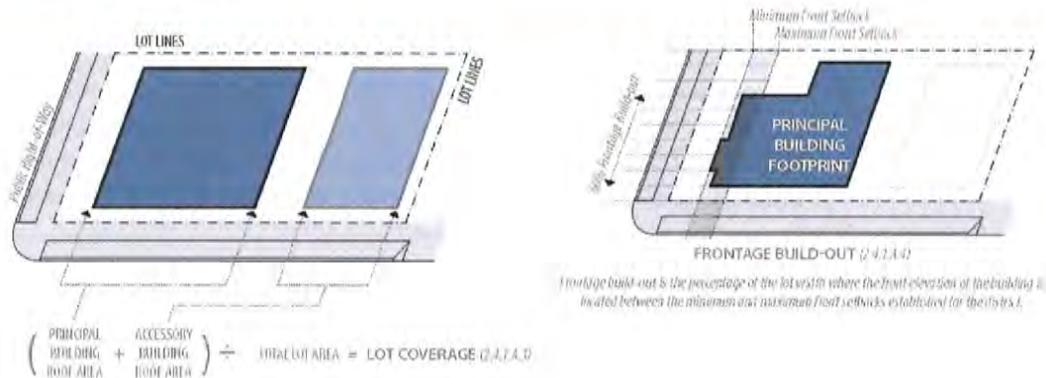
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Setback (from front facade) ^{5, 6}						
C. ACCESSORY BUILDING PLACEMENT—See Section 3.11 for additional requirements						
1. Front Setback	Accessory structures shall be located behind the front facade of the primary structure, except as provided for in Section 2.5.4 (Waterfront Lots) and Section 4.5.3 (Carriage House); see item 6 below for setback for detached garage doors					
2. Side Setback—Corner/Alley ⁵	5 ft min	5 ft min	5 ft min	3 ft min	0 ft min	0 ft min
3. Side Setback—Interior	5 ft min	5 ft min	5 ft min	5 ft min	0 ft min	0 ft min
4. Rear Setback ⁴	5 ft min	5 ft min	5 ft min	5 ft min	0 ft min	0 ft min
5. Rear Setback from Alley ⁴	3 ft min	3 ft min	3 ft min	3 ft min	3 ft min	3 ft min
6. Detached Garage Door/Carport Setback (from front facade) ⁵	5 ft min	20 ft min	20 ft min	20 ft min	Shall be located behind primary building and accessed via alley or side street ⁷	
<p>³ When lot width is 75 ft or greater, there is no maximum front setback.</p> <p>⁴ Garage doors shall be 15 ft min from alley centerline.</p> <p>⁵ In addition to the setback requirements listed above, garage doors/carports which face a public right-of-way, except for rear alleys, shall be set back a minimum of 20 ft from that right-of-way.</p> <p>⁶ The Battery Shores and Islands of Beaufort neighborhoods are exempt from this standard when garage doors do not face a public right-of-way. In the Jericho Woods neighborhood, carports are exempt from this standard.</p> <p>⁷ Also see Section 2.5.7(Street Access Standards).</p>						
D. BUILDING FORM						
1. Primary Building Height—See Section 2.6	No min	No min	No min	2 stories min ⁸	2 stories min	2 stories min ⁸
	2.5 stories max	2.5 stories max	3 stories max	4 stories max; 3.5 stories max in & fronting Historic District & interior lots along Allison Rd.	3 stories max at property line, see 2.6.1.G	5 stories max; 3.5 stories max in & fronting Historic District
2. Accessory Building Height	2 stories or 30 ft max	2 stories or 30 ft max	2 stories or 30 ft max	2 stories or 30 ft max	2 stories max	2 stories max

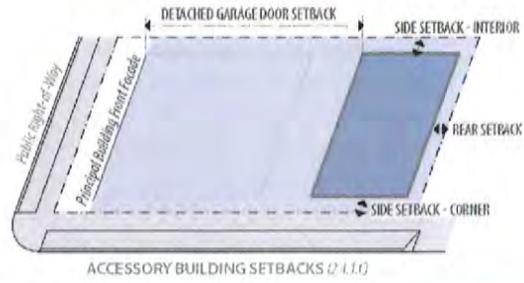
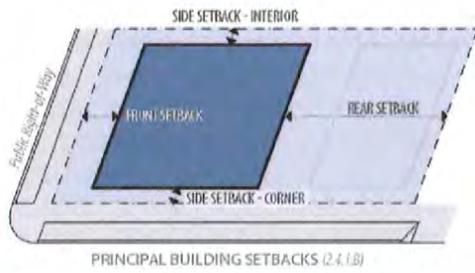
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3. Building Width at Frontage	n/a	n/a	n/a	100 ft max	100 ft max ⁹	160 ft max ⁹
⁸ Two stories are only required at significant intersections, in accordance with Section 2.6.3 and the Street Hierarchy Diagram in Appendix C.3. ⁹ Buildings exceeding this maximum shall comply with the Large Footprint Building standards in Section 4.5.10.						
E. PARKING PAD LOCATION —There are no interior side setbacks for parking unless buffers are required per Section 5.5. See Section 2.5.8 for additional provisions						
1. Front Setback	There are no parking setbacks, however, driveways shall be located to the side of the lot/primary structure except on waterfront lots meeting the conditions stated in 2.5.4.	40 ft min	40 ft min	40 ft min	40 ft min	
2. Side Setback—Corner		5 ft min	15 ft min	5 ft min	5 ft min	
3. Rear Setback		5 ft min	5 ft min	0 ft min	0 ft min	

LOT CONFIGURATION (2.4.1.A)

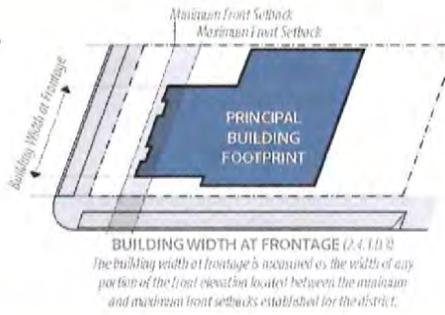
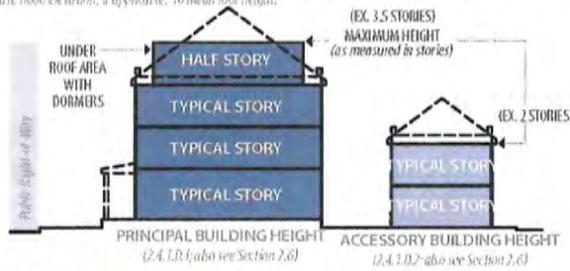


BUILDING PLACEMENT (2.4.1.B—C)

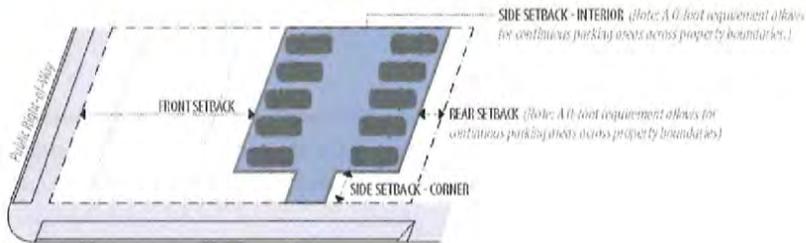


BUILDING FORM (2.4.1.D)

Maximum height in stories is measured by counting the number of floors, or a portion thereof. If maximum heights are listed by a dimensional standard, height is measured from average grade, or first floor above base flood elevation, if applicable, to mean roof height.



PARKING LOCATION (2.4.1.E)



2.6.2 BUILDING HEIGHT ABOVE GRADE

A. General to All Zones:

1. Freeboard: ~~In addition to the standards listed below, where a parcel is located in a flood hazard zone, the minimum elevation above grade is 1 foot above base flood elevation. In special flood hazard areas (zones A, AE, AH, AO, A1-30, V and VE) and other areas with the potential of flooding (such as x and shaded x zones) where base flood elevation data has been provided by FEMA Flood Insurance Maps, the following provisions are required: New Construction, substantial improvement, or an addition, including an addition to a historic structure, the footprint of which is over thirty-three (33) percent of the footprint of existing structure, shall have the lowest floor elevated to the most restrictive of the design elevation of 13 feet or the base flood elevation plus one foot of freeboard. No basements are permitted. Should solid foundation perimeter walls be used to elevate a structure, openings sufficient to facilitate the unimpeded movements of floodwaters shall be provided in accordance with national flood insurance program technical bulletin #1.~~
2. Exception: Commercial buildings that have been floodproofed, per ASCE Section 24 or most recent version, do not have to be elevated above grade.

B. Specific to T3 Zones:

1. If the finished floor of new single-family residential construction will be lower than the average grade along any property line, the finished floor must be elevated a minimum of 18" above finished grade adjacent to the building exterior.
2. The finished ground floor elevation for 2- and 3-unit buildings shall be elevated a minimum of 2 feet above the average adjacent sidewalk, or adjacent street grade where no sidewalk is present.
3. If a single-family residence in a T3 zone is developed as part of an Alternative Development Pattern (Section 2.8), it shall be elevated a minimum of 18" above the average adjacent sidewalk grade or adjacent street grade where no sidewalk is present.

C. Specific to T4 Zones:

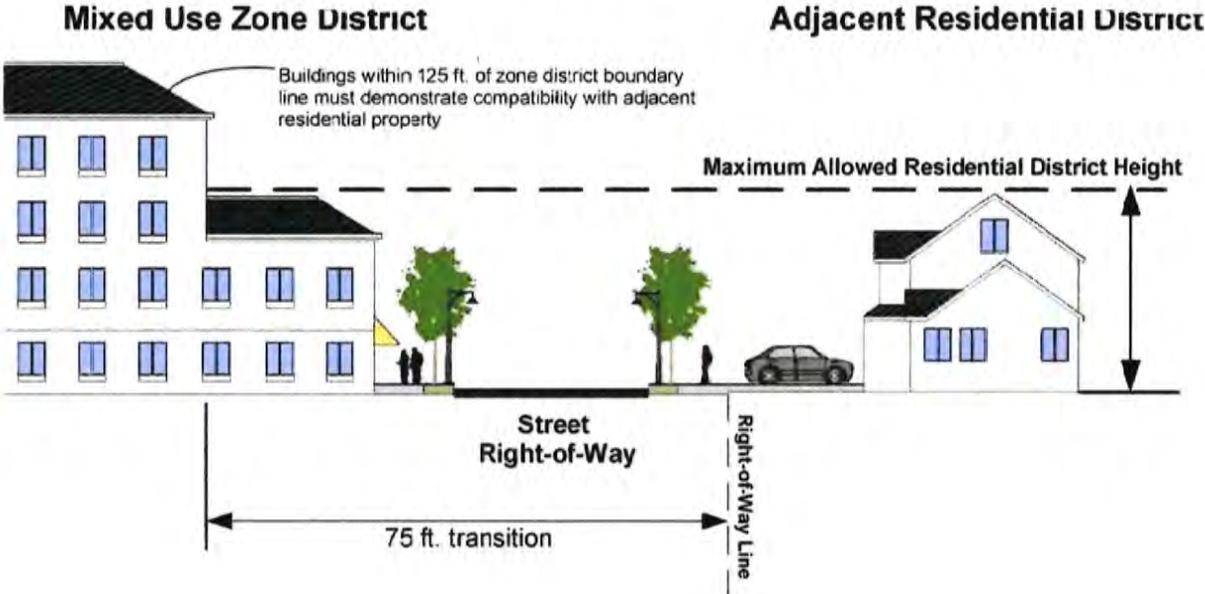
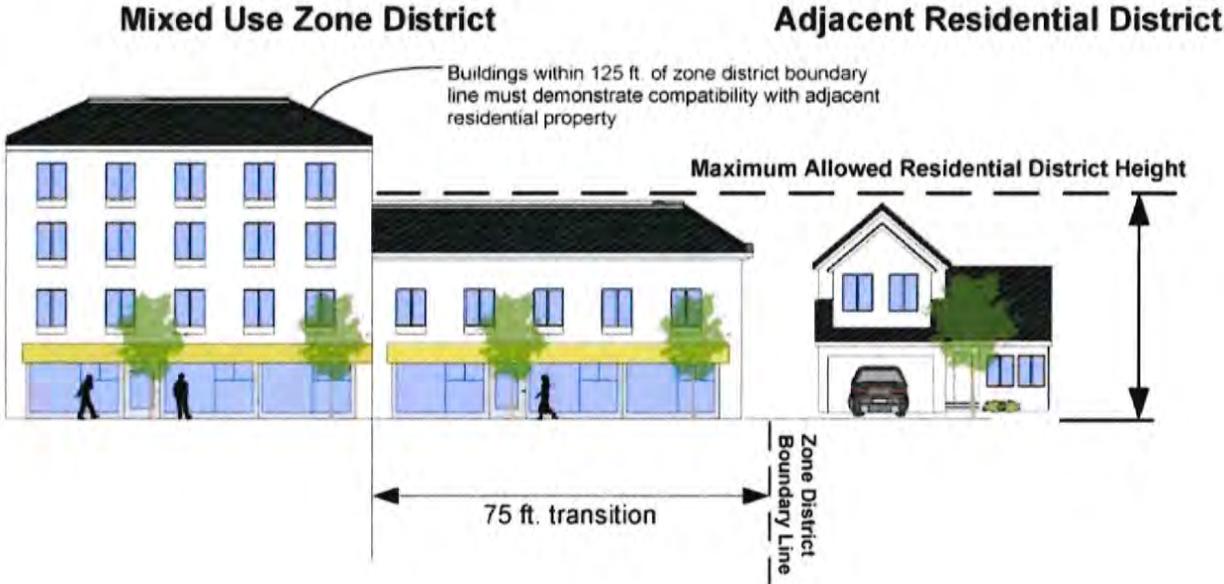
1. The finished ground floor height for residential structures shall be elevated a minimum of 2 feet above the average adjacent sidewalk grade or adjacent street grade where no sidewalk is present. Apartment Houses are permitted to be a minimum of 18" above grade, per Section 4.5.7.
2. The ground floor height of single-family residential structures shall be a minimum of 9 feet from finished floor to ceiling.
3. The ground floor height of multi-family residential structures shall be a minimum of 10 feet from finished floor to ceiling.
4. The ground floor height of commercial buildings shall be a minimum of 11 feet from finished floor to ceiling.
5. Each full story above the ground floor shall be a minimum of 8 feet from floor to ceiling.

D. Specific to T5 Zones:

1. The finished ground floor height for residential structures shall be elevated a minimum of 3 feet above the average adjacent sidewalk grade. Apartment Houses are permitted to be a minimum of 18" above grade, per Section 4.5.7.

-
2. The ground floor height of residential structures shall be a minimum of 10 feet from finished floor to ceiling.
 3. The ground floor height of single-story commercial buildings shall be a minimum of 14 feet from finished floor to ceiling.
 4. The ground floor height of multi-story commercial buildings shall be a minimum of 12 feet from finished floor to ceiling.
 5. In T5-DC, the Historic Review Board may permit deviations from the minimum height requirements listed above if doing so would allow a structure to be more compatible with the surrounding context.
 6. Each full story above the ground floor shall be a minimum of 8 feet from floor to ceiling.

2.6.5 Height Transition: Any portion of a building located within the T-4, T-4N, T5-UC, or RMX District, shall have a maximum height no greater than the maximum height allowed in the adjacent zoning district for a 75 foot distance beginning at the zone district boundary line. Where a street separates the zoning districts, the 75 foot distance measurement shall be from the street right-of-way line opposite the T-4, T-4N, T5-UC, or RMX District.



2.7.1 BEAUFORT HISTORIC DISTRICT (HD) OVERLAY

- A. **Purpose:** The purpose of the Beaufort Historic District is to promote the educational, cultural, and general welfare of the public through the preservation, protection, and enhancement of the old, historic or architecturally significant structures and areas of the City and to maintain such structures and areas as visible reminders of the history and cultural heritage of the City, the state, and the nation. The Historic District is a pedestrian-oriented area.
- B. **Applicability:** Properties within the Beaufort Historic District are subject to specific standards found in this section, and to the review procedures of the Historic District Review Board as described in Section 10.7.
- C. **Beaufort Historic District Designated:** For the purpose of this section, the Beaufort Historic District is hereby established. The boundaries of this district shall be designated on the official Zoning Map of the City of Beaufort. The boundaries of the Beaufort Historic District and the Beaufort National Historic Landmark District are the same with the following clarifications/exceptions:
1. Where boundaries are designated at specific roads, the centerlines of the rights-of-way of those roads shall be deemed said boundaries.
 2. The east and south boundaries of the district are established at the Beaufort River. These boundaries are established at the parcel lines, seawalls, or at mean high water mark, whichever extends further from the high ground.
 3. Structures attached to the high ground are deemed to lie within the district and shall be reviewed in entirety in accordance with the provisions of this section. High Ground (Historic District) - any parcel that is at or above the mean high-water mark within or directly adjacent or attached to the boundaries of the Historic District. An example of a structure attached to the High Ground but not within the boundaries of the district would be the Beaufort marina adjacent to Historic Downtown Beaufort.
- D. **Subdistricts Established:** The Beaufort Historic District shall be composed of 2 subdistricts identified as the Beaufort Preservation Neighborhood (BPN) and the Beaufort Conservation Neighborhood (BCN). There may be established one or more of each subdistrict within the Beaufort Historic District, provided that all such districts shall consist of at least five acres of contiguous land. The boundaries of these subdistricts shall be designated on the official Zoning Map of the City of Beaufort. Where the term Beaufort Historic District (or a similar reference, such as "historic district") is used in this section or in any supplementary materials, it shall apply to both subdistricts. However, where there is a specific reference to a subdistrict, that specific reference shall apply and supersede any reference to the Beaufort Historic District.
- E. **Trash and Recycling Screening:** All private trash and recycling receptacles shall be hidden or screened from view. Unscreened facilities shall come into compliance with the provisions of this section within 18 months of adoption of this Code.
- F. **Exemptions:**
1. The Bladen Street Redevelopment District overlay zone is exempted from Historic District Overlay standards (See Section 2.7.3 F.).
 2. Routine maintenance and repair of any of the existing features of a structure that does not involve a change in design, type of materials, or outward appearance shall be exempt from the review and approval requirements of this section.

- 3: LAND USE PROVISIONS
3.2: TABLE OF PERMITTED USES

Park/Open Space	P	P	P	P	P	P	P	P	P	P	P	P	P	7.4
INSTITUTIONAL														3.5
Community Service	—	SE	SE	SE	P	P	P	P	P	SE	P	—	—	
Day Care Facility														
Family Day Care Home (≤ 6 clients)	See Home Occupation — Minor													
Group Day Care Home (7-12 clients) & Commercial Day Care Center (>12 clients)	—	—	SE	C	C	C	P	P	P	P	P	—	3.5.2.A	
Treatment Facility	—	—	—	—	SE	—	SE	SE	P	—	SE	—	—	
Health Care Facilities	—	—	—	—	—	—	—	P	P	—	P	—	—	
Religious Institution	—	C	C	P	P	P	P	P	P	—	P	—	3.5.2.B	
COMMERCIAL														3.6
Entertainment														
Indoor Entertainment	—	C	C	—	C	P	P	P	P	P	P	—	3.6.2.A	
Outdoor Entertainment	—	—	—	—	C	P	P	P	P	—	P	—	3.6.2.A	
Sexually-Oriented Business	—	—	—	—	—	—	—	—	—	C	—	—	13.2.1	
Office	—	—	—	—	P	P	P	P	P	P	P	—	—	
Overnight Guest Accommodation														
Bed and Breakfast	—	—	SE	SE	P	P	P	P	—	—	—	—	3.6.2.C.1	
Short-Term Rental	—	C	C	C	C	C	C	C	—	—	C	—	3.6.2.C.2	
Inn/Motel/Hotel	—	—	—	—	C	C	P	P	P	—	—	—	3.6.2.C.3	
Recreational Vehicle Park	—	—	—	—	—	—	—	—	SE	—	—	—	—	
Retail & Restaurants					C	C	C	C	P	—	C	—	3.6.2.D	
VEHICLE- AND BOAT-RELATED USES														3.7
Vehicle and Boat Sales and Rental	—	—	—	—	—	—C	—	C	P	—	—	—	3.7.2.A	
Drive-Thru Facility	—	—	—	—	—	—	—	C	C	SE	—	—	3.7.2.B	
Fuel Sales/Car Wash	—	—	—	—	—	—	—	C	C	P	—	—	3.7.2.C	
Vehicle Service and Repair	—	—	—	—	C	—	—	C	C	P	—	—	3.7.2.D	
Parking, Commercial, Surface	—	—	—	—	C	—	C	P	P	P	P	—	3.7.2.F	
Parking, Structure	—	—	—	—	RF	—	P	P	P	P	P	—	—	
Passenger Terminals	—	—	—	—	—	—	—	SE	P	P	—	—	3.7.2.G	
Water/Marine-Oriented Facilities	P	—	—	—	P	—	P	P	—	—	P	—	—	
INDUSTRIAL														3.8
Aviation Services	—	—	—	—	—	—	—	—	—	P	—	—	—	
Light Industrial Services	—	—	—	—	A-	C	—	C	C	P	—	—	3.8.2.A	
Manufacturing and Production Services	—	—	—	—	-A	C	—	—	C	P	—	—	3.8.2.B	
Truck Terminal	—	—	—	—	—	—	—	—	—	P	—	—	—	
COMMUNICATION & INFRASTRUCTURE USES														3.9
Major Infrastructure/Utilities	—	—	—	—	-A	C	—	—	SE	P	—	—	3.9.2.A	

- 3: LAND USE PROVISIONS
3.2: TABLE OF PERMITTED USES

Minor Infrastructure/Utilities	E	C	C	C	C	C	C	C	C	P	C	—	3.9.2.B
Waste Related Services	—	—	—	—	—	—	—	—	—	SE	—	—	3.9.2.C
Wireless Communications Facility	—	—	—	—	—	—	—	—	C	C	—	—	3.9.2.D
FORESTRY, AGRICULTURE, HORTICULTURE	C	C	C	C	C	C	C	C	C	C	C	—	3.10

3.2.1 OVERVIEW OF USE CATEGORIES

- A. **Definition of Use Category:** See Section 13.1 (Definitions of Specialized Terms).
- B. **Basis for Classification:** Use categories classify land uses and activities into categories based on common functional, product, or physical characteristics. Characteristics include the type and amount of activity, the type of customers or residents, how goods or services are sold or delivered and site conditions. The use categories provide a systematic basis for assigning present and future land uses into appropriate Districts.
- C. **Principal Uses:** Principal uses are assigned to the category that most closely describes the nature of the principal use. The "Characteristics" subsection of each use category describes the common characteristics of each principal use.
 - 1. **Developments with Multiple Principal Uses:** When all principal uses of a development fall within one use category, the entire development is assigned to that use category. When the principal uses of a development fall within different use categories, each principal use is classified in the applicable category and each use is subject to all applicable regulations for that category.
- D. **Accessory Uses:** Accessory uses are allowed by-right in conjunction with a principal use, unless otherwise stated in this Code. Also, unless otherwise stated, accessory uses are subject to the same regulations as the principal use. Common accessory uses are listed as examples in the use category descriptions. See Section 3.12 for additional standards for accessory uses and structures.
- E. **Use of Examples:** The "Examples" subsection of each use category lists common examples of uses included in the respective use category. The names of these sample uses are generic. They are based on common meanings and not on what a specific use may call itself. For example, a use that calls itself a "wholesale warehouse," but sells mostly to consumers, is included in the "Retail Sales and Service" category rather than the "Wholesale Sales" category. This is because the actual activity on the site matches the description of the "Retail Sales and Service" category.
- F. **Similar Use Interpretation Criteria:** The following considerations shall be used in making similar use interpretations:
 - 1. The actual or projected characteristics of the activity in relationship to the stated characteristics of each use category.
 - 2. The relative amount of site area or floor space and equipment devoted to the activity.
 - 3. Relative amounts of sales from each activity.
 - 4. The customer type for each activity.
 - 5. The relative number of employees in each activity.
 - 6. Hours of operation.

-
7. Building and site arrangement.
 8. Vehicles used with the activity.
 9. The relative number of vehicle trips generated by the use.
 10. How the use advertises itself.



3.6.2 ADDITIONAL STANDARDS FOR COMMERCIAL USES

The following additional standards apply to the approval and development of projects where the use is listed in the "Table of Permitted Uses" in Section 3.2 as Conditional (C), Special Exception (SE), or T4-Neighborhood Artisan (A). In addition, any Building Design standards, as set forth in Article 4, apply as applicable.

A. **Entertainment Uses (Indoor and Outdoor):**

1. **Specific to T3:** Indoor and outdoor entertainment are permitted if the property is owned by a neighborhood association or property owners' association, and if the use is owned and managed by that association.
2. **Specific to T4-N:** Indoor Entertainment shall be limited to 2,500 SF in a standalone building, unless indoor Entertainment is a permitted use - it is part of when located in a mixed-use building or -mixed use development.
3. **Specific to T4-NA:** Indoor Entertainment, Community Service and Office uses are permitted uses.
34. **Specific to T4-N and T5-UC:** Outdoor Entertainment is permitted on parcels 7 acres or larger.

B. **Sexually-Oriented Businesses:** See Section 13.2.1.

C. **Overnight Guest Accommodation:**

1. **Bed and Breakfasts (B&B):**

- a. **Number of Rental Rooms:** 10 maximum, not including the caretaker's quarters.
- b. **Signs:** Total sign area for all signs advertising the B&B shall not exceed 5 square feet. All signs shall be constructed of wood or other durable non-plastic materials.
- c. **Parking:** One space per room, plus 1 space for the resident manager shall be provided on-site. Formalized on-street parking spaces meeting the requirements of Section 5.7.4 B. may count towards this requirement.
- d. **Spacing:** There shall be no other B&B in a T3 or T4-HN zoning district located within 500 feet of a proposed B&B in either of these districts. Distances shall be measured from the property line.
- e. **Meals:** No meals will be served to anyone other than registered guests, except as provided for in Section 3.6.2 C.1.f. below. No variances from this condition shall be permitted.
- f. **Events:** Business meetings, receptions, teas, and other events are permitted, provided that the events are hosted for registered guests. This shall apply to all B&Bs established under the Beaufort Code.
- g. **Operation:** B&Bs shall be operated by a resident manager living on the premises.

2. **Short Term Rental:**

- a. **Specific to T3-S, T3-N, and T4-HN:** Short term rentals, where the owner does not live on the premises, are limited to 6% of the lots in the neighborhood as shown on the City of Beaufort Neighborhoods Map zoned T3-S, T3-N, and/or T4-HN with the following exceptions:
 - i. Structures on the City's List of Vacant and Abandoned Structures being rehabilitated for use as a short term rental; and
 - ii. Short term rentals are prohibited in The Point neighborhood, as shown on the City of Beaufort Neighborhoods Map.

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- b. **Minimum Stay:** 2 nights.
 - c. **Permitted Rental Types:**
 - i. Rental of the primary dwelling.
 - ii. Rental of an accessory dwelling.
 - iii. Rental of a portion of a primary dwelling.
 - iv. Rental of a boat in an approved marina.
 - d. **Parking:** Parking shall be provided on-site and located to the side or rear of the dwelling. On-site parking shall be clearly delineated with an improved surface such as pavement, gravel, or another method approved by the administrator. If formalized parking is provided on the street(s) adjacent to the primary or accessory unit, this may be utilized in lieu of on-site parking.
 - e. **Rental Agreement:** The applicant shall provide a copy of the rental agreement that will be used. The rental agreement shall specify the following:
 - i. The minimum stay.
 - ii. The maximum number of guests—which shall be based on the number of beds in the unit. For Primary house rentals, the number of adult guests is limited to 2 per bedroom. For Carriage House rentals, the total number of adult guests is limited to 4.
 - iii. The maximum number of vehicles permitted at the unit—which shall be based on the number of bedrooms and the design of the driveway. For Primary house rentals, the number of vehicles is limited to 1 per bedroom. For Carriage House rentals, the total number of adult guests is limited to 2.
 - iv. Where guests are to park. Where no formalized on-street parking is available, the agreement shall specify that guests are to park on-site and not in the street.
 - v. That the City's noise ordinance applies between 9:00 p.m. and 8:00 a.m.
 - vi. Prohibit large gatherings such as weddings and reunions unless specifically approved by the City.
 - vii. Pets, if permitted, are not to be left outside unattended.
 - f. **Property Management Plan:** A property management plan shall be developed and approved by the administrator. The property management plan shall identify a property manager. Where the property owner does not live on the premises, the property manager must be available to appear on the premises to respond a complaint within three hours of being notified by the administrator. Where the property owner lives on the premises, a back-up property manager must be identified unless the owner certifies the unit will not be rented when the owner is out of town. The administrator shall be notified when management of the unit changes. Failure to comply with the approved property management plan shall result in the revocation of the zoning permit (Section 9.4).
 - g. **Signs:** No on-site signs shall be permitted.
 - h. **Rental Rules:** Rental rules, including use of the sanitation and recycling roll-carts, and emergency contact information including the police non-emergency number, shall be posted in a conspicuous location in the unit.

- i. **Monitored Fire Alarm:** A monitored fire alarm is required for all units except boats. Boats are required to provide documentation that a Coast Guard Auxiliary Safety Vessel Check has been performed is required. The Vessel Safety Check can be arranged through this link: <http://www.cgaux.org/vsc> . Existing facilities not meeting this requirement shall be brought into conformance within 6 months of the date of adoption of this Code.
- j. **Outside Approvals Required:** For properties located in a neighborhood with a property owners' association, written confirmation from the association president that short-term rentals are permitted in the neighborhood is required. In multifamily structures, written approval from the property management association is required. For boats in an approved marina, written permission from the marina manager is required.
- k. **Safety Inspection and Licensing:** A Safety Inspection shall be conducted before the Business License for the facility is issued. The facility shall comply with all business license, revenue collection, and health laws of the City of Beaufort, Beaufort County and the State of South Carolina.
- l. **Unlicensed Units:** For units that are found to be operating without approval of the City, the short term rental application fee shall be \$1,000. If the property owner chooses not to submit a short term rental application within 60 days of being notified by the City of being in violation of the ordinance, a short term rental application shall not be approved for a period of 2 years.

M. ~~Manufactured Homes/Mobile Homes: No manufactured home, or mobile home, shall be eligible to conduct short term rentals.~~

3. **Inn/Hotel/Motel:**

- a. **Specific to T4-N:**
 - i. Inns up to 10 rooms are permitted.
 - ii. Inns with 11—24 rooms are permitted in retail frontage overlay areas.
- b. **Specific to T4-NA:** This use is prohibited.

D. **Retail and Restaurants:**

- 1. **Specific to T4-N only:** Except for Animal Hospitals/Kennels, Restaurants and Retail are permitted only in Retail Frontage Overlay Districts, and in the T4-NA district per the conditions below. Animal Hospitals/Kennels shall follow the Conditions for T5-UC.
- 2. **Specific to T4-NA:** ~~The only types of~~General retail/service uses are permitted ~~are in the~~ Artisan-Oriented ~~and Trail-Related uses district~~. The following conditions apply:
 - a. Freestanding signs are limited to one per lot, with a maximum size of 5 square feet.
 - b. No outside amplified music is permitted.
 - c. No alcohol sales are permitted.
 - d. New construction and exterior changes to existing structures to accommodate such uses shall be subject to Article 4 (Building Design and Infill Standards) of this Code.
 - e. Specific to trail-related uses:
 - i. ~~The floor area of each tenant space is limited to 2,500 square feet.~~
 - ii. On-site parking shall be provided at the rate of 1 space per 300 square feet.

iii. The hours of operation shall be limited to between 7:00 a.m. and 6:00 p.m. EST, 7:00 p.m. EDT.

iv. Any use that includes outdoor seating shall have a trash container available for disposal of goods consumed on the premises.

3. **Specific to T5-UC:** Animal Hospitals/Kennels are permitted with the following Conditions: -

- a. **Outdoor Activity:** Outdoor activity is permitted during daylight hours; animals must be boarded indoors at night.
- b. **Permitted Accessory Uses:** Boarding, retail sales, and grooming services are permitted.
- c. All kennels, and/or outdoor areas for animals, must be located to the rear of the building, and must be screened from the view of all public rights away.

4. **Specific to T5-DC:** Animal Hospitals/Kennels are not permitted.

5. **Specific to IC:** General retail/service uses are not permitted along Highway 170 west of W.K. Alston Drive.

6. Specific to T4-HN: General Retail and service uses, shall be approved as a special exception with the following conditions:

- a. Cafes/restaurants: shall be under 2,500 sq. ft. with no drive-thru or order window.
- b. Art Galleries, offices, and general retail shall be under 2,500 sq. ft.
- c. No on-site sign shall be larger than 5 sq. ft.

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E. RMX/T5-UC SPLIT ZONES:

1. In properties split zoned RMX/T5-UC, one district and corresponding lot and design standards shall be utilized at beginning of the development process. This process shall be followed with commercial and mixed uses developments, with outlots. If urban blocks and lots/street sections, as found in Appendix C, exist adjacent to the RMX/T-5UC district being developed, T-5 UC development standards shall be followed.

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3.11.2 USES CUSTOMARILY ACCESSORY TO RESIDENTIAL DWELLINGS

TYPE ²	#/LOT ¹	SIZE ²	ADDITIONAL STANDARDS ¹
C. Accessory Dwelling Unit (syn. Carriage House) - detached	See Section 4.5.3 for complete standards ³		
D. Accessory Dwelling Unit - attached	1	Min.: 240 sf Max.: 50% of the footprint of the primary unit, or 1,500 SF max., whichever is smaller	1. All standards from 4.5.3 apply, with the following addition: Any additional entrances will be located in the side or the rear of the primary structure. Additional external stairways or fire ladders are strongly discouraged but may be permitted at the discretion of the Fire Marshal when no practical alternative exists.
E. Garage/Carport/Workshop	2 ³	Maximum: 50% of the footprint of the primary unit, or 1,500 SF max., whichever is smaller	1. Specific to T3-N, T4, T5, RMX and IC Districts: prefabricated/per-manufactured metal structures are not permitted when visible from a public right-of-way. 2. May be provided with electricity, sink and a commode but shall not be used as an ADU. 3. If a carport is used for storage, any side visible from an adjacent property or street right-of-way must be enclosed to screen the building contents.
F. Shed	2	Max.: 320 SF	1. Specific to T3-N, T4, T5, RMX and IC Districts: prefabricated/pre-manufactured metal structures are not permitted when visible from a public right-of-way. 2. Shed may be provided with electricity, sink and a commode but shall not be used as an ADU. 3. Any shed that is 3' or closer to a house shall meet the fire protection prescribed for Garages in the IRC. 3. Specific to T3-N, T4-N and T4-HN: Side and rear setbacks may be reduced to 2' if the following conditions are met: a. Residential Sheds are <200 SF and Commercial sheds are <120SF. b. Shed doesn't contain plumbing or HVAC and is not used as a habitable space. c. Lot size is 6,000 SF or less.
G. Pool	1	n/a	1. Barriers shall be required per Section 305 of the 2015 International Swimming Pool and Spa Code, or equivalent as updated. All pool permits shall include such barrier. Before the pool can be filled with water, barriers shall be installed, inspected and approved.
H. Pool House	1	Max.: 50% of the footprint of the primary unit, or 640 SF	1. Standards from 4.5.3.B.8 apply.

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		max., whichever is smaller	
I. Covered/Open-Air Structure (ex. Gazebos and Trellises)	2	Max.: 320 SF	1. May not be used for parking. If used for storage, any side visible from an adjacent property or street right-of-way must be enclosed to screen the building contents.
J. Greenhouse	1	Max.: 320 SF	1. See 8.5.4 for additional standards on food production.
K. Outdoor Living and Recreation	Playhouses, picnic tables, dog houses, chicken coops, flagpoles and furniture designed specifically for outdoor use are permitted, and do not require a Project Permit, if they are not permanently affixed to the ground (e.g., on a slab or pier foundations). If a structure under roof (e.g., playhouse, doghouse, chicken coop) is permanently affixed to a the ground, it is considered a shed and shall comply with the standards in paragraph C of this section.		

¹ The number and size of the units shall not cause the property to exceed the maximum lot coverage by roofs in 2.4.1.A.3 or total impervious coverage found in 2.4.2.B.3. The total number of Accessory Structures per lot is limited to 4.

² Location for all Accessory Types shall meet the Accessory Building Placement standards in 2.4.1.C, unless specifically noted in this section.

³ A maximum of 2 garage/carport/workshops are permitted, regardless of whether they are attached or detached, or contain an Accessory Dwelling Unit; however only one of each type is permitted per lot. *Example: A lot may have one attached garage and one detached garage but cannot have two detached garages.*

⁴ Items B-I may not be built before the Primary Structure on a lot.

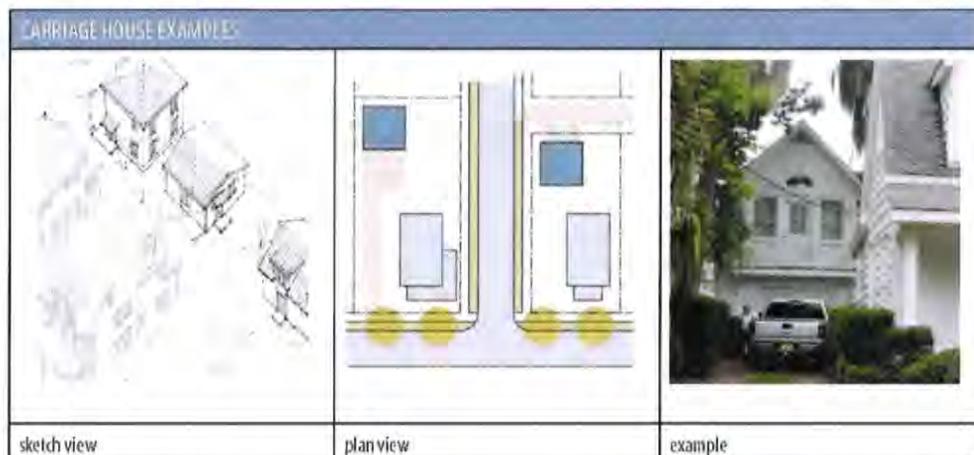
3.12.2 PERMITTED TEMPORARY USE

- A. Carnival, circus or fair, for a period not to exceed 21 days, in the LI District.
- B. Open lot sale of seasonal produce and plant products including Christmas trees, in the T4-N, T5-UC, and RMX Districts for a period not to exceed 45 days.
- C. Temporary real estate sales offices (e.g., mobile trailer), in conjunction with an approved subdivision or development project, in any district, for a period not to exceed 1 year, provided no cooking or sleeping accommodations are maintained in the structure. These may be renewed, upon written request, for periods of 6 months at a time if the subdivision has an active Project Permit.
- D. For new construction, a contractor's office and equipment sheds, including steel cargo storage containers, in any district districts, for a period of 6 months, provided a Project Permit has been issued for construction on the site, and such facilities are placed on the property to which it is appurtenant..
- E. Temporary classroom facilities shall not be located at any school, religious institution, or other similar use, unless a plan for improvements designed to eliminate the temporary classrooms at a time certain in the future — within 24 months — has been approved by the administrator. Such plan shall include a review of the placement of the temporary classrooms, and may require screening and buffering in order to comply with this Code. Extensions of up to 1-year may be permitted by the administrator, upon written request, if the units have not proven to be a nuisance and the plan for elimination is still active.
- F. **Food Trucks/Concession Stands:** See Part 7 Chapter 16 of the City of Beaufort Code of Ordinances, or updated section as applicable, for regulations.
- G. **Farmers Markets:** Farmers markets shall comply with the following standards:
 - 1. Farmers Markets are permitted in T4-N, T5-UC, RMX, IC, and LI Districts.
 - 2. An on-site manager is required.
 - 3. A management plan is required, including the following:
 - a. The regular days and hours of operation on a weekly or monthly basis.
 - b. Parking locations for vendors and customers.
 - c. Setup areas for vendors.
 - d. Signage - On-site temporary signage is permitted on the day of the market. This includes, but is not limited to, sandwich board signs, easels, and banners meeting the requirements in Article 6.
 - e. Location of temporary restrooms, trash/recycling containers, electricity sources.
 - f. Strategy for removal or storage of trash/recycling, tents, kiosks, vans, trailers or other market equipment when the market is not open.
 - g. Rules and regulations for the market.
 - 4. **Types of Products:**
 - a. At least 60% of the vendors shall sell "Farm Products," the majority of which shall be sold direct to consumer. Farm Products are defined as fruits, vegetables, mushrooms, herbs, nuts, eggs, honey or other bee products, flowers, plants, meat, milk, cheese and other dairy products, fish, and value-added products containing the above-mentioned items.

Brokers - participants who have bought any farm products from a grower and do not grow anything themselves - are not permitted.

- b. Up to 40% of vendors may sell prepared foods. The majority of their sales shall be direct to consumer.
- H. Portable ~~steel~~metal storage containers are permitted in any district for purposes of loading or unloading, for a period not to exceed 14 days.
- I. Cargo or freight storage containers, or modified versions thereof, are permitted to be used as temporary storage facilities in the LI and RMX Districts for up to 3 consecutive months in any 12-month period, on the condition that the containers are not visible from the street.

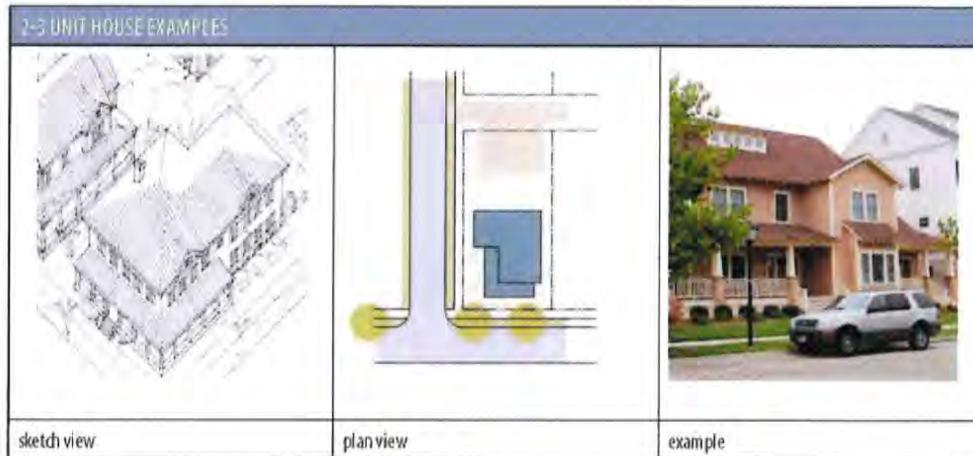
4.5.3 CARRIAGE HOUSE



- A. **Description:** This is an Accessory Structure that provides small, flexible living spaces adjacent to a main house (a.k.a. Accessory Dwelling Unit [ADU], Granny Flat). It is often used for rental housing, and may be free standing, or located above a garage or parking area.
- B. **Special Requirements:**
1. **Infrastructure:** The lot shall be served with public water and sewer.
 2. **Number allowed:** 2 per lot, ~~except in T3-S where 1 per lot is permitted.~~
 3. **Placement on the Lot:** The carriage house shall be located to the rear of the primary structure, or to the side as a secondary option, with the following exceptions:
 - a. Units may be placed at the front of a lot where the front of the primary structure is not the street, and the structure has clearly been designed to take advantage of unique site amenities, such as location on the water.
 - b. Units may be placed in the front of the lot where the prevailing character of the neighborhood has other similarly-placed units.
 4. **Frontage Type:** No frontage type is prescribed unless the building is close to the street; in which case, appropriate frontage types are: porch, stoop.
 5. **Maximum Number of Bedrooms:** 2.
 6. ~~Minimum Size: 240 square feet in total area.~~
 - 6/7. **Maximum Size:** The footprint shall not exceed 50% of the footprint of the primary building, or 1,500 square feet, whichever is smaller. Conversions of existing accessory structures that exceed this maximum may be permitted if the administrator determines that there is no adverse impact on surrounding property.
 - 8/7. **Compatibility with Primary Structure:** Architectural details, including color, siding, roof pitch, window detailing, roofing materials, height, and foundation, shall be compatible with the primary dwelling unit.
 9. **Parking:** 1 parking space per Carriage House is required, and shall be clearly defined. See Section 7.3 for additional parking standards.

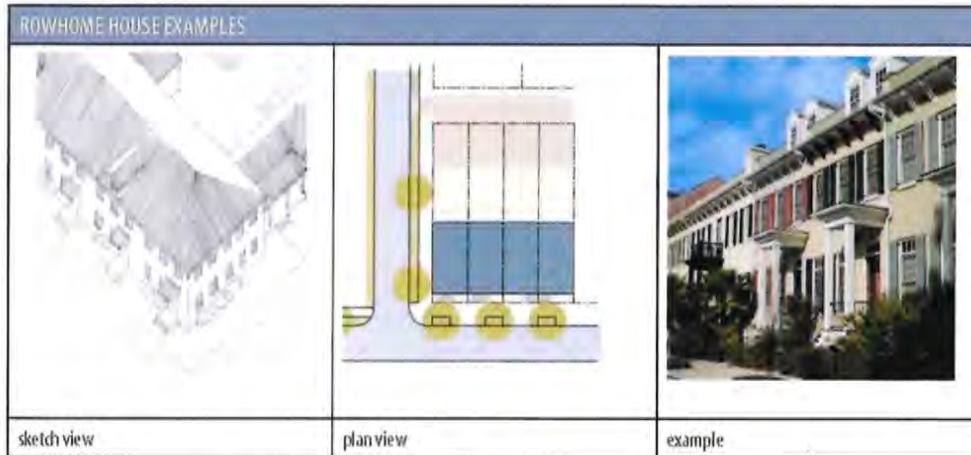
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10. **Timing:** The carriage house(s) shall be permitted to be built prior to the primary structure on the lot if the following requirements are met:
- a. A sketch plan showing the potential build-out, including parking, of the site is required;
 - b. The size(s) must be appropriate to permit a primary structure without exceeding the maximum lot coverage; and
 - c. Materials of the future primary structure must coordinate with the carriage house.

4.5.5 2-3 UNIT HOUSE



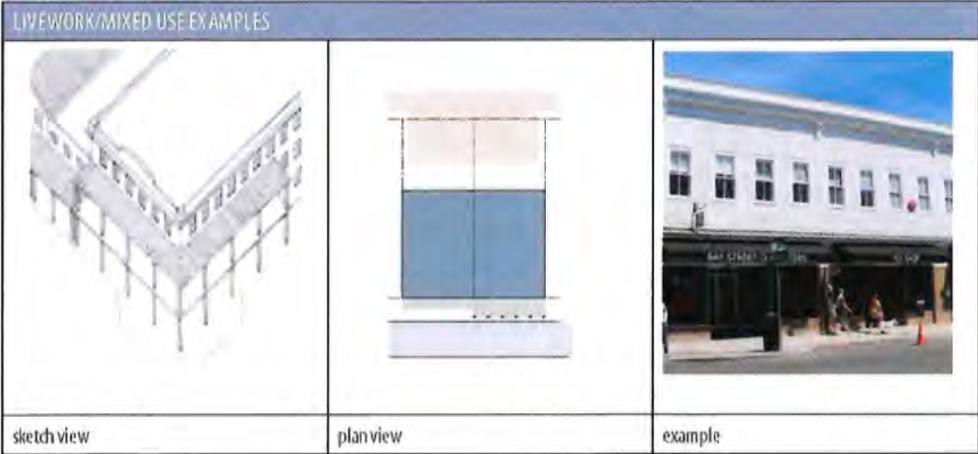
- A. **Description:** This house-form seamlessly fits into a predominantly single-family neighborhood, but contains multiple dwelling units. The units may be side-by-side, or stacked. They typically have separate entrances off of the street, but may share a common entrance. They are located under one roof and do not have parapets dividing the units.
- B. **Special Requirements:**
1. **Frontage Types:** Common Yard, Porch, Stoop.
 2. **Parking:** Parking must be well defined, located behind the building, and accessed off a side street or rear alley. On-site parking for all vehicles, including boats, must not be in front of the building. No variances to this provision are permitted.
 3. **Location, Specific to T3-N:** A 2-3 unit building is permitted in the following areas:
 - a. On a corner lot; or
 - b. Where rear alley access is provided; ~~however, no more than 2 per block are permitted.~~

4.5.6 ROWHOME



- A. **Description:** This is an attached residential building type that is part of a series of other rowhomes with more than three units in a row. Three or fewer is considered a 2—3 unit building. Rowhomes may have parapet walls dividing the units, or be combined under one roof form. They are elevated above the street a minimum of 3 feet for privacy, and are typically accessed by stoops. They may also utilize the forecourt and porch frontage types.
- B. **Special Requirements:**
1. **Frontage Types:** Porch, stoop, forecourt.
 2. **Parking:** Parking must be well defined, located behind the building, and accessed off a side street or rear alley. On-site parking for all vehicles, including boats, must not be in front of the building.
 3. **Specific to T4:**
 - a. Rowhomes are not permitted in the Historic District, except in the Bladen Street Redevelopment District.
 - b. ~~Rowhomes are not permitted in T4-NA.~~

4.5.8 LIVEWORK/MIXED-USE



A. **Description:** This is a building that buildings contains commercial space, typically at grade, with office or residential living, typically located on the upper level(s). They are typically attached, but may be freestanding structures. The ground floor has a substantial amount of glazing, and often utilizes the shopfront frontage type.

B. **Special Requirements:**

1. **Frontage Types:** Forecourt, balcony, Shopfront/Awning, Gallery/Colonnade, Arcade.
2. **Parking:** Parking must be located behind the building, and accessed off a rear alley.
3. ~~Specific to T4-N and T4-NA: When no retail frontage overlay exists, the ground floor is limited to office, artisan and trail-related uses only.~~
4. **Specific to LI:** Drive-thru facilities are prohibited.

DEVELOPMENT
CODE UPDATES
ZONING CLEAN
VERSION



CITY OF BEAUFORT
Community Development Department

1911 BOUNDARY STREET
BEAUFORT, SC 29902
(843) 525-7011
FAX (843) 986-5606

SCOTT MARSHALL
City Manager

CURT FREESE
Community Development
Director

2.4.1 TRANSECT-BASED DISTRICT STANDARDS

DISTRICT	T3-S	T3-N	T4-HN	T4-N	T5-DC	T5-UC
A. LOT CONFIGURATION						
1. Lot Width at Front Setback	60 ft min; for waterfront lots see Section 2.5.4	40 ft min, 60 ft min in the Hundred Pines neighborhood	40 ft min, 60 ft min in The Point	n/a	n/a	n/a
2. Lot Size	6,000 sf min; for waterfront lots see Section 2.5.4	4,000 sf min; 3,000 sf min for alley-served lots	4,000 sf min; 6,000 sf min in The Point	n/a	n/a	n/a
3. Maximum Lot Coverage ¹	45% of lot area	45% of lot area	55% of lot area	70% of lot area	100%	100%
4. Frontage Build-Out ²	n/a	n/a	75% max	60% min; 85% max	75% min	60% min
<p>¹ This percentage indicates maximum lot coverage by roofs; total impervious coverage, excepting pools, may be an additional 10%. Parcels may also be subject to Section 8.3 (Stormwater).</p> <p>² See Section 2.5.1 B. for additional frontage build-out standards.</p> <p>3. Lots located in the historic district, will be subject to the Historic Review Board approval process of 9.9.2 D.</p>						
B. PRIMARY BUILDING PLACEMENT						
1. Front Setback; <i>for infill lots also see Section 2.5.2</i>	20 ft min	15 ft min	Average Prevailing Setback on Block	0 ft min	0 ft min	0 ft min
	No max	30 ft max ³		15 ft max	Max. Prevailing Setback on Block	15 ft max
2. Side Setback—Corner/Alley	15 ft min	6 ft min	5 ft min	0 ft min	0 ft min	0 ft min
	No max	No max	No max	10 ft max	15 ft max	15 ft max
3. Side Setback—Interior	10 ft min	6 ft min	6 ft min, 10 ft min in The Point	5 ft min, or 0 ft if attached	0 ft min	0 ft min
4. Rear Setback ⁴	15 ft min	15 ft min	15 ft min	10 ft min	0 ft min	5 ft min
5. Rear Setback from Alley ⁴	n/a	0 ft	0 ft	0 ft	0 ft	0 ft
6. Attached Garage/Carport	5 ft min	5 ft min	Attached garages shall only be accessed via an alley; garage doors shall not face the street			

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(Supp. No. 1)

Setback (from front facade) ^{5, 6}						
C. ACCESSORY BUILDING PLACEMENT—See Section 3.11 for additional requirements						
1. Front Setback	Accessory structures shall be located behind the front facade of the primary structure, except as provided for in Section 2.5.4 (Waterfront Lots) and Section 4.5.3 (Carriage House); see item 6 below for setback for detached garage doors					
2. Side Setback—Corner/Alley ⁵	5 ft min	5 ft min	5 ft min	3 ft min	0 ft min	0 ft min
3. Side Setback—Interior	5 ft min	5 ft min	5 ft min	5 ft min	0 ft min	0 ft min
4. Rear Setback ⁴	5 ft min	5 ft min	5 ft min	5 ft min	0 ft min	0 ft min
5. Rear Setback from Alley ⁴	3 ft min	3 ft min	3 ft min	3 ft min	3 ft min	3 ft min
6. Detached Garage Door/Carport Setback (from front facade) ⁵	5 ft min	20 ft min	20 ft min	20 ft min	Shall be located behind primary building and accessed via alley or side street ⁷	
<p>³ When lot width is 75 ft or greater, there is no maximum front setback.</p> <p>⁴ Garage doors shall be 15 ft min from alley centerline.</p> <p>⁵ In addition to the setback requirements listed above, garage doors/carports which face a public right-of-way, except for rear alleys, shall be set back a minimum of 20 ft from that right-of-way.</p> <p>⁶ The Battery Shores and Islands of Beaufort neighborhoods are exempt from this standard when garage doors do not face a public right-of-way. In the Jericho Woods neighborhood, carports are exempt from this standard.</p> <p>⁷ Also see Section 2.5.7(Street Access Standards).</p>						
D. BUILDING FORM						
1. Primary Building Height—See Section 2.6	No min	No min	No min	2 stories min ⁸	2 stories min	2 stories min ⁸
	2.5 stories max	2.5 stories max	3 stories max	4 stories max; 3.5 stories max in & fronting Historic District & interior lots along Allison Rd.	3 stories max at property line, see 2.6.1.G	5 stories max; 3.5 stories max in & fronting Historic District
2. Accessory Building Height	2 stories or 30 ft max	2 stories or 30 ft max	2 stories or 30 ft max	2 stories or 30 ft max	2 stories max	2 stories max

3. Building Width at Frontage	n/a	n/a	n/a	100 ft max	100 ft max ⁹	160 ft max ⁹
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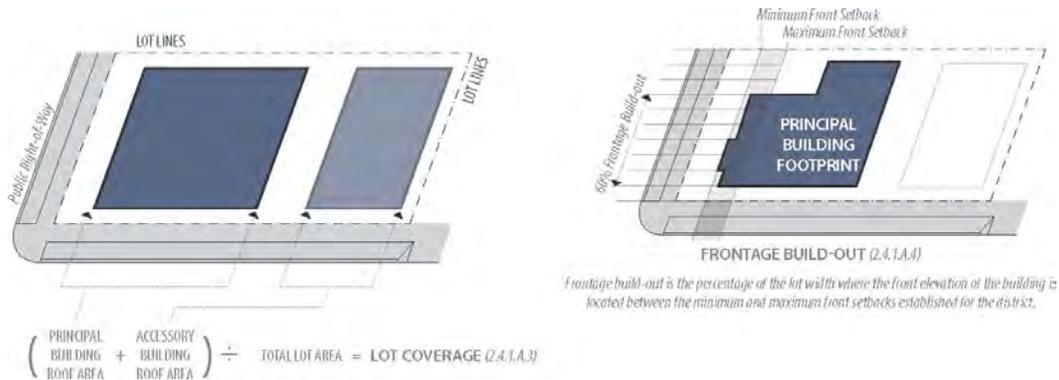
⁸ Two stories are only required at significant intersections, in accordance with Section 2.6.3 and the Street Hierarchy Diagram in Appendix C.3.

⁹ Buildings exceeding this maximum shall comply with the Large Footprint Building standards in Section 4.5.10.

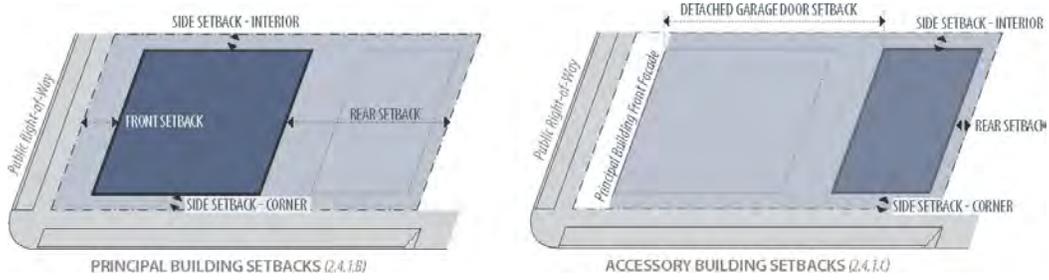
E. PARKING PAD LOCATION—There are no interior side setbacks for parking unless buffers are required per Section 5.5. See Section 2.5.8 for additional provisions

1. Front Setback	There are no parking setbacks, however, driveways shall be located to the side of the lot/primary structure except on waterfront lots meeting the conditions stated in 2.5.4.	40 ft min	40 ft min	40 ft min	40 ft min
2. Side Setback—Corner		5 ft min	15 ft min	5 ft min	5 ft min
3. Rear Setback		5 ft min	5 ft min	0 ft min	0 ft min

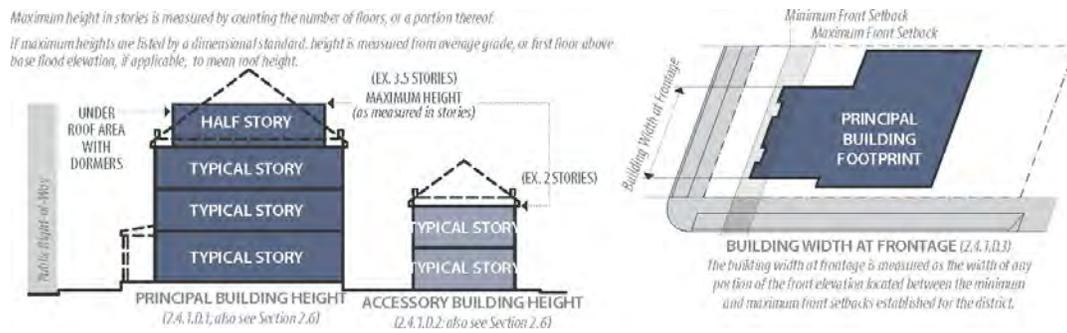
LOT CONFIGURATION (2.4.1.A)



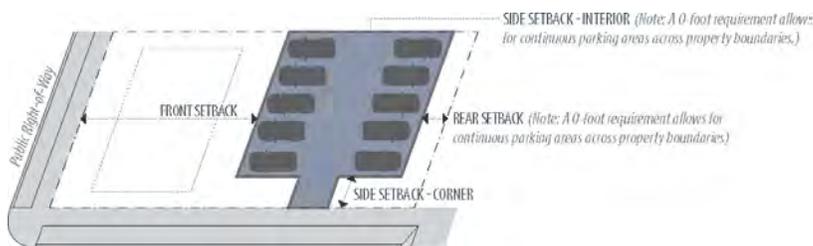
BUILDING PLACEMENT (2.4.1.B—C)



BUILDING FORM (2.4.1.D)



PARKING LOCATION (2.4.1.E)



2.6.2 BUILDING HEIGHT ABOVE GRADE

A. General to All Zones:

1. Freeboard. In special flood hazard areas (zones A, AE, AH, AO, A1-30, V and VE) and other areas with the potential of flooding (such as x and shaded x zones) where base flood elevation data has been provided by FEMA Flood Insurance Maps, the following provisions are required: New Construction, substantial improvement, or an addition, including an addition to a historic structure, the footprint of which is over thirty-three (33) percent of the footprint of existing structure, shall have the lowest floor elevated to the most restrictive of the design elevation of 13 feet or the base flood elevation plus one foot of freeboard. No basements are permitted. Should solid foundation perimeter walls be used to elevate a structure, openings sufficient to facilitate the unimpeded movements of floodwaters shall be provided in accordance with national flood insurance program technical bulletin #1
2. Exception: Commercial buildings that have been floodproofed, per ASCE Section 24 or most recent version, do not have to be elevated above grade.

B. Specific to T3 Zones:

1. If the finished floor of new single-family residential construction will be lower than the average grade along any property line, the finished floor must be elevated a minimum of 18" above finished grade adjacent to the building exterior.
2. The finished ground floor elevation for 2- and 3-unit buildings shall be elevated a minimum of 2 feet above the average adjacent sidewalk, or adjacent street grade where no sidewalk is present.
3. If a single-family residence in a T3 zone is developed as part of an Alternative Development Pattern (Section 2.8), it shall be elevated a minimum of 18" above the average adjacent sidewalk grade or adjacent street grade where no sidewalk is present.

C. Specific to T4 Zones:

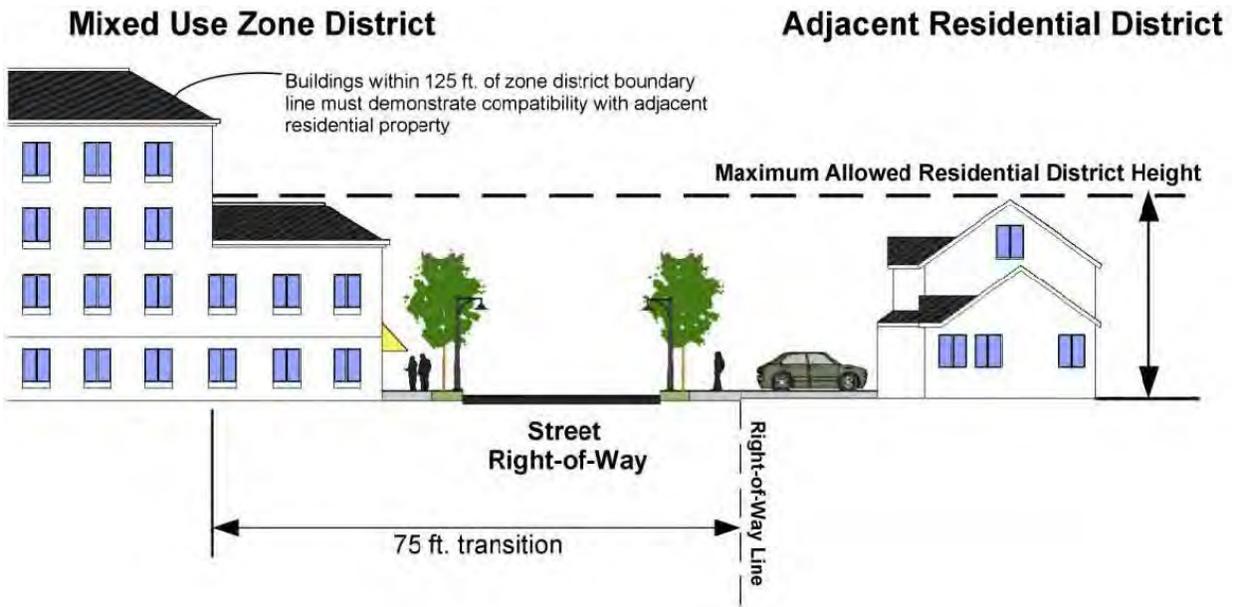
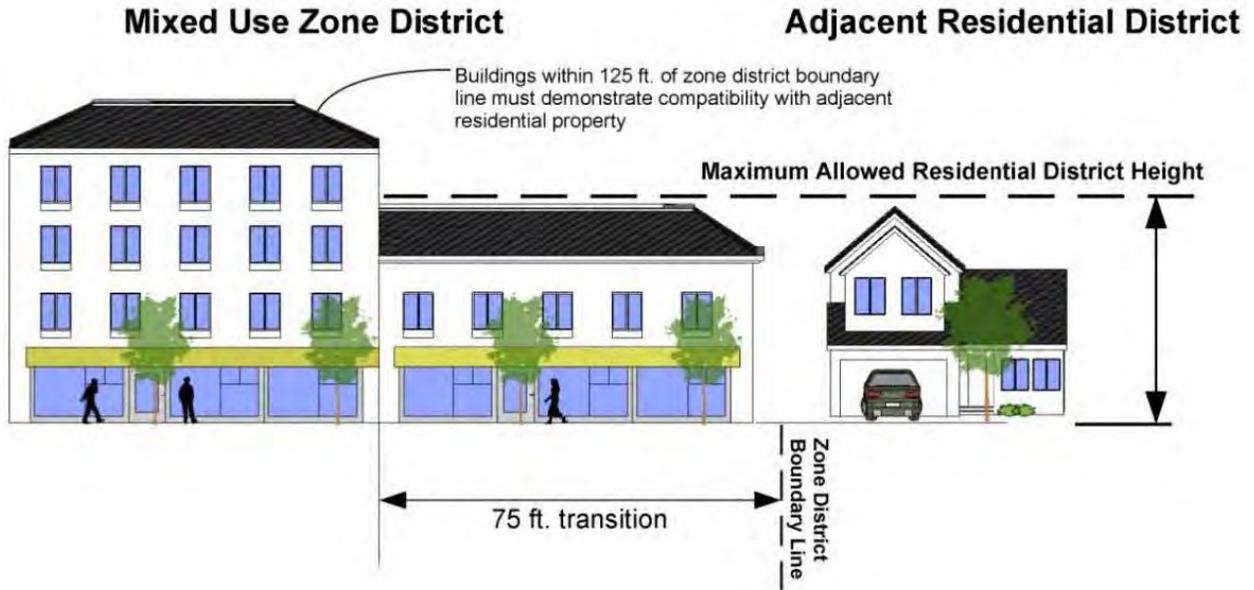
1. The finished ground floor height for residential structures shall be elevated a minimum of 2 feet above the average adjacent sidewalk grade or adjacent street grade where no sidewalk is present. Apartment Houses are permitted to be a minimum of 18" above grade, per Section 4.5.7.
2. The ground floor height of single-family residential structures shall be a minimum of 9 feet from finished floor to ceiling.
3. The ground floor height of multi-family residential structures shall be a minimum of 10 feet from finished floor to ceiling.
4. The ground floor height of commercial buildings shall be a minimum of 11 feet from finished floor to ceiling.
5. Each full story above the ground floor shall be a minimum of 8 feet from floor to ceiling.

D. Specific to T5 Zones:

1. The finished ground floor height for residential structures shall be elevated a minimum of 3 feet above the average adjacent sidewalk grade. Apartment Houses are permitted to be a minimum of 18" above grade, per Section 4.5.7.

-
2. The ground floor height of residential structures shall be a minimum of 10 feet from finished floor to ceiling.
 3. The ground floor height of single-story commercial buildings shall be a minimum of 14 feet from finished floor to ceiling.
 4. The ground floor height of multi-story commercial buildings shall be a minimum of 12 feet from finished floor to ceiling.
 5. In T5-DC, the Historic Review Board may permit deviations from the minimum height requirements listed above if doing so would allow a structure to be more compatible with the surrounding context.
 6. Each full story above the ground floor shall be a minimum of 8 feet from floor to ceiling.

2.6.5 Height Transition: Any portion of a building located within the T-4, T-4N, T5-UC, or RMX District, shall have a maximum height no greater than the maximum height allowed in the adjacent zoning district for a 75 foot distance beginning at the zone district boundary line. Where a street separates the zoning districts, the 75 foot distance measurement shall be from the street right-of-way line opposite the T-4, T-4N, T5-UC, or RMX District.



2.7.1 BEAUFORT HISTORIC DISTRICT (HD) OVERLAY

- A. **Purpose:** The purpose of the Beaufort Historic District is to promote the educational, cultural, and general welfare of the public through the preservation, protection, and enhancement of the old, historic or architecturally significant structures and areas of the City and to maintain such structures and areas as visible reminders of the history and cultural heritage of the City, the state, and the nation. The Historic District is a pedestrian-oriented area.
- B. **Applicability:** Properties within the Beaufort Historic District are subject to specific standards found in this section, and to the review procedures of the Historic District Review Board as described in Section 10.7.
- C. **Beaufort Historic District Designated:** For the purpose of this section, the Beaufort Historic District is hereby established. The boundaries of this district shall be designated on the official Zoning Map of the City of Beaufort. The boundaries of the Beaufort Historic District and the Beaufort National Historic Landmark District are the same with the following clarifications/exceptions:
1. Where boundaries are designated at specific roads, the centerlines of the rights-of-way of those roads shall be deemed said boundaries.
 2. The east and south boundaries of the district are established at the Beaufort River. These boundaries are established at the parcel lines, seawalls, or at mean high water mark, whichever extends further from the high ground.
 3. Structures attached to the high ground are deemed to lie within the district and shall be reviewed in entirety in accordance with the provisions of this section. High Ground (Historic District) - any parcel that is at or above the mean high-water mark within or directly adjacent or attached to the boundaries of the Historic District. An example of a structure attached to the High Ground but not within the boundaries of the district would be the Beaufort marina adjacent to Historic Downtown Beaufort.
- D. **Subdistricts Established:** The Beaufort Historic District shall be composed of 2 subdistricts identified as the Beaufort Preservation Neighborhood (BPN) and the Beaufort Conservation Neighborhood (BCN). There may be established one or more of each subdistrict within the Beaufort Historic District, provided that all such districts shall consist of at least five acres of contiguous land. The boundaries of these subdistricts shall be designated on the official Zoning Map of the City of Beaufort. Where the term Beaufort Historic District (or a similar reference, such as "historic district") is used in this section or in any supplementary materials, it shall apply to both subdistricts. However, where there is a specific reference to a subdistrict, that specific reference shall apply and supersede any reference to the Beaufort Historic District.
- E. **Trash and Recycling Screening:** All private trash and recycling receptacles shall be hidden or screened from view. Unscreened facilities shall come into compliance with the provisions of this section within 18 months of adoption of this Code.
- F. **Exemptions:**
1. The Bladen Street Redevelopment District overlay zone is exempted from Historic District Overlay standards (See Section 2.7.3 F.).
 2. Routine maintenance and repair of any of the existing features of a structure that does not involve a change in design, type of materials, or outward appearance shall be exempt from the review and approval requirements of this section.

- 3: LAND USE PROVISIONS
3.2: TABLE OF PERMITTED USES

3.2 : TABLE OF PERMITTED USES

Land uses in transect-based and conventional districts shall be permitted in accordance with the table below. Special provisions related to uses in the AICUZ Overlay District are in Section 2.7.4. The zoning designation of water is the same as the land it is adjacent to.

P=Permitted Use
C=Conditional Use
SE=Special Exception
E=Existing Building/Facility Only

RF = Retail Frontage Only
A=T4-Neighborhood Artisan subdistrict Only
— = Prohibited use

DISTRICT	T1	T3-S	T3-N	T4-HN	T4-N	T4-NA	T5-DC	T5-UC	RMX	LI	IC	MHP				DARDS WHEN APPLICABLE
RESIDENTIAL															3.3	
Household Living																
Single-Family Dwelling	—	P	P	P	P	<u>P</u>	E	E	E	E	E	—				—
2- or 3-Unit Dwelling	—	<u>P</u>	<u>C</u>	P	P	<u>P</u>	P	P	—	—	P	—				4.5.5
Rowhome	—	<u>C</u>	<u>C</u>	—	C	<u>SE</u>	P	P	P	—	P	—				4.5.6
Apartment House (a.k.a. Multifamily Dwelling - 4+ units)	—	—	—	—	C	<u>SE</u>	P	P	P	—	P	—				4.5.7
Home Occupation - Minor	—	C	C	C	C	<u>C</u>	P	P	P	—	—	—				3.3.2.D
Home Occupation - Major	—	SE	SE	SE	C	<u>C</u>	P	P	—	—	—	—				
Live-Aboard Boat	C	C	C	C	C	<u>C</u>	C	C	C	C	C	C				3.3.2.D
Live/Work Unit	—	—	—	—	C	<u>P</u>	P	P	P	C	P	—				4.5.8
Manufactured Home	—	—	—	—	—	<u>—</u>	—	—	—	—	—	C				3.3.2.G
Group Living																
Group Dwelling (≤ 8 residents)	—	—	—	—	P	<u>—</u>	P	P	P	—	—	—				—
Group Dwelling (> 8 residents)	—	—	—	—	SE	<u>—</u>	SE	P	P	—	P	—				—
PUBLIC AND CIVIC															3.4	
Civic/Government Facilities																
Educational Facilities																
College/University/Trade/Vocational	—	—	—	—	C	<u>—</u>	P	P	P	C	P	—				3.4.2.B.1
School, Public or Private	—	C	C	C	P	<u>—</u>	P	P	P	—	P	—				3.4.2.B.2
Parks and Open Space																
Cemetery	C	E	E	E	E	<u>E</u>	E	E	C	E	E	E				3.4.2.C

- 3: LAND USE PROVISIONS
3.2: TABLE OF PERMITTED USES

Park/Open Space	P	P	P	P	P	<u>P</u>	P	P	P	P	P	P	7.4
INSTITUTIONAL													3.5
Community Service	—	SE	SE	SE	P	<u>P</u>	P	P	P	SE	P	—	—
Day Care Facility													
Family Day Care Home (≤ 6 clients)	See Home Occupation — Minor												
Group Day Care Home (7-12 clients) & Commercial Day Care Center (>12 clients)	—	—	SE	C	C	<u>C</u>	P	P	P	P	P	—	3.5.2.A
Treatment Facility	—	—	—	—	SE	<u>—</u>	SE	SE	P	—	SE	—	—
Health Care Facilities	—	—	—	—	—	<u>—</u>	—	P	P	—	P	—	—
Religious Institution	—	C	C	P	P	<u>P</u>	P	P	P	<u>SE</u>	P	—	3.5.2.B
COMMERCIAL													3.6
Entertainment													
Indoor Entertainment	—	C	C	—	C	<u>P</u>	P	P	P	P	P	—	3.6.2.A
Outdoor Entertainment	—	—	—	—	C	<u>P</u>	P	P	P	—	P	—	3.6.2.A
Sexually-Oriented Business	—	—	—	—	—	<u>—</u>	—	—	—	C	—	—	13.2.1
Office	—	—	—	—	P	<u>P</u>	P	P	P	P	P	—	—
Overnight Guest Accommodation													
Bed and Breakfast	—	—	SE	SE	P	<u>P</u>	P	P	—	—	—	—	3.6.2.C.1
Short-Term Rental	—	C	C	C	C	<u>C</u>	C	C	—	—	C	—	3.6.2.C.2
Inn/Motel/Hotel	—	—	—	—	C	<u>C</u>	P	P	P	—	—	—	3.6.2.C.3
Recreational Vehicle Park	—	—	—	—	—	<u>—</u>	—	—	SE	—	—	—	—
Retail & Restaurants	—	—	—	—	C	<u>C</u>	C	C	P	—	C	—	3.6.2.D
VEHICLE- AND BOAT-RELATED USES													3.7
Vehicle and Boat Sales and Rental	—	—	—	—	-A	<u>-C</u>	—	C	P	—	—	—	3.7.2.A
Drive-Thru Facility	—	—	—	—	—	<u>—</u>	—	C	C	SE	—	—	3.7.2.B
Fuel Sales/Car Wash	—	—	—	—	—	<u>—</u>	—	C	C	P	—	—	3.7.2.C
Vehicle Service and Repair	—	—	—	—	C	<u>—</u>	—	C	C	P	—	—	3.7.2.D
Parking, Commercial, Surface	—	—	—	—	C	<u>—</u>	C	P	P	P	P	—	3.7.2.F
Parking, Structure	—	—	—	—	RF	<u>—</u>	P	P	P	P	P	—	—
Passenger Terminals	—	—	—	—	—	<u>—</u>	—	SE	P	P	—	—	3.7.2.G
Water/Marine-Oriented Facilities	P	—	—	—	P	<u>—</u>	P	P	—	—	P	—	—
INDUSTRIAL													3.8
Aviation Services	—	—	—	—	—	<u>—</u>	—	—	—	P	—	—	—
Light Industrial Services	—	—	—	—	A-	<u>C</u>	—	C	C	P	—	—	3.8.2.A
Manufacturing and Production Services	—	—	—	—	-A	<u>C</u>	—	—	C	P	—	—	3.8.2.B
Truck Terminal	—	—	—	—	—	<u>—</u>	—	—	—	P	—	—	—
COMMUNICATION & INFRASTRUCTURE USES													3.9
Major Infrastructure/Utilities	—	—	—	—	-A	<u>C</u>	—	—	SE	P	—	—	3.9.2.A

- 3: LAND USE PROVISIONS
3.2: TABLE OF PERMITTED USES

Minor Infrastructure/Utilities	E	C	C	C	C	<u>C</u>	C	C	C	P	C	—	3.9.2.B
Waste Related Services	—	—	—	—	—	--	—	—	—	SE	—	—	3.9.2.C
Wireless Communications Facility	—	—	—	—	—	--	—	—	C	C	—	—	3.9.2.D
FORESTRY, AGRICULTURE, HORTICULTURE	C	C	C	C	C	<u>C</u>	C	C	C	C	C	—	3.10

3.2.1 OVERVIEW OF USE CATEGORIES

- A. **Definition of Use Category:** See Section 13.1 (Definitions of Specialized Terms).
- B. **Basis for Classification:** Use categories classify land uses and activities into categories based on common functional, product, or physical characteristics. Characteristics include the type and amount of activity, the type of customers or residents, how goods or services are sold or delivered and site conditions. The use categories provide a systematic basis for assigning present and future land uses into appropriate Districts.
- C. **Principal Uses:** Principal uses are assigned to the category that most closely describes the nature of the principal use. The "Characteristics" subsection of each use category describes the common characteristics of each principal use.
 - 1. **Developments with Multiple Principal Uses:** When all principal uses of a development fall within one use category, the entire development is assigned to that use category. When the principal uses of a development fall within different use categories, each principal use is classified in the applicable category and each use is subject to all applicable regulations for that category.
- D. **Accessory Uses:** Accessory uses are allowed by-right in conjunction with a principal use, unless otherwise stated in this Code. Also, unless otherwise stated, accessory uses are subject to the same regulations as the principal use. Common accessory uses are listed as examples in the use category descriptions. See Section 3.12 for additional standards for accessory uses and structures.
- E. **Use of Examples:** The "Examples" subsection of each use category lists common examples of uses included in the respective use category. The names of these sample uses are generic. They are based on common meanings and not on what a specific use may call itself. For example, a use that calls itself a "wholesale warehouse," but sells mostly to consumers, is included in the "Retail Sales and Service" category rather than the "Wholesale Sales" category. This is because the actual activity on the site matches the description of the "Retail Sales and Service" category.
- F. **Similar Use Interpretation Criteria:** The following considerations shall be used in making similar use interpretations:
 - 1. The actual or projected characteristics of the activity in relationship to the stated characteristics of each use category.
 - 2. The relative amount of site area or floor space and equipment devoted to the activity.
 - 3. Relative amounts of sales from each activity.
 - 4. The customer type for each activity.
 - 5. The relative number of employees in each activity.
 - 6. Hours of operation.

-
7. Building and site arrangement.
 8. Vehicles used with the activity.
 9. The relative number of vehicle trips generated by the use.
 10. How the use advertises itself.

3.6.2 ADDITIONAL STANDARDS FOR COMMERCIAL USES

The following additional standards apply to the approval and development of projects where the use is listed in the "Table of Permitted Uses" in Section 3.2 as Conditional (C), Special Exception (SE), or T4-Neighborhood Artisan (A). In addition, any Building Design standards, as set forth in Article 4, apply as applicable.

A. **Entertainment Uses (Indoor and Outdoor):**

1. **Specific to T3:** Indoor and outdoor entertainment are permitted if the property is owned by a neighborhood association or property owners' association, and if the use is owned and managed by that association.
2. **Specific to T4-N:** Indoor Entertainment shall be limited to 2,500 SF in a standalone building. Indoor Entertainment is a permitted use -when located in a mixed-use building or a mixed use development.
3. **Specific to T4-NA:** Indoor Entertainment, Community Service and Office uses are permitted uses.
4. **Specific to T4-N and T5-UC:** Outdoor Entertainment is permitted on parcels 7 acres or larger.

B. **Sexually-Oriented Businesses:** See Section 13.2.1.

C. **Overnight Guest Accommodation:**

1. **Bed and Breakfasts (B&B):**

- a. **Number of Rental Rooms:** 10 maximum, not including the caretaker's quarters.
- b. **Signs:** Total sign area for all signs advertising the B&B shall not exceed 5 square feet. All signs shall be constructed of wood or other durable non-plastic materials.
- c. **Parking:** One space per room, plus 1 space for the resident manager shall be provided on-site. Formalized on-street parking spaces meeting the requirements of Section 5.7.4 B. may count towards this requirement.
- d. **Spacing:** There shall be no other B&B in a T3 or T4-HN zoning district located within 500 feet of a proposed B&B in either of these districts. Distances shall be measured from the property line.
- e. **Meals:** No meals will be served to anyone other than registered guests, except as provided for in Section 3.6.2 C.1.f. below. No variances from this condition shall be permitted.
- f. **Events:** Business meetings, receptions, teas, and other events are permitted, provided that the events are hosted for registered guests. This shall apply to all B&Bs established under the Beaufort Code.
- g. **Operation:** B&Bs shall be operated by a resident manager living on the premises.

2. **Short Term Rental:**

- a. **Specific to T3-S, T3-N, and T4-HN:** Short term rentals, where the owner does not live on the premises, are limited to 6% of the lots in the neighborhood as shown on the City of Beaufort Neighborhoods Map zoned T3-S, T3-N, and/or T4-HN with the following exceptions:
 - i. Structures on the City's List of Vacant and Abandoned Structures being rehabilitated for use as a short term rental; and
 - ii. Short term rentals are prohibited in The Point neighborhood, as shown on the City of Beaufort Neighborhoods Map.

-
- b. **Minimum Stay:** 2 nights.
 - c. **Permitted Rental Types:**
 - i. Rental of the primary dwelling.
 - ii. Rental of an accessory dwelling.
 - iii. Rental of a portion of a primary dwelling.
 - iv. Rental of a boat in an approved marina.
 - d. **Parking:** Parking shall be provided on-site and located to the side or rear of the dwelling. On-site parking shall be clearly delineated with an improved surface such as pavement, gravel, or another method approved by the administrator. If formalized parking is provided on the street(s) adjacent to the primary or accessory unit, this may be utilized in lieu of on-site parking.
 - e. **Rental Agreement:** The applicant shall provide a copy of the rental agreement that will be used. The rental agreement shall specify the following:
 - i. The minimum stay.
 - ii. The maximum number of guests—which shall be based on the number of beds in the unit. For Primary house rentals, the number of adult guests is limited to 2 per bedroom. For Carriage House rentals, the total number of adult guests is limited to 4.
 - iii. The maximum number of vehicles permitted at the unit—which shall be based on the number of bedrooms and the design of the driveway. For Primary house rentals, the number of vehicles is limited to 1 per bedroom. For Carriage House rentals, the total number of adult guests is limited to 2.
 - iv. Where guests are to park. Where no formalized on-street parking is available, the agreement shall specify that guests are to park on-site and not in the street.
 - v. That the City's noise ordinance applies between 9:00 p.m. and 8:00 a.m.
 - vi. Prohibit large gatherings such as weddings and reunions unless specifically approved by the City.
 - vii. Pets, if permitted, are not to be left outside unattended.
 - f. **Property Management Plan:** A property management plan shall be developed and approved by the administrator. The property management plan shall identify a property manager. Where the property owner does not live on the premises, the property manager must be available to appear on the premises to respond a complaint within three hours of being notified by the administrator. Where the property owner lives on the premises, a back-up property manager must be identified unless the owner certifies the unit will not be rented when the owner is out of town. The administrator shall be notified when management of the unit changes. Failure to comply with the approved property management plan shall result in the revocation of the zoning permit (Section 9.4).
 - g. **Signs:** No on-site signs shall be permitted.
 - h. **Rental Rules:** Rental rules, including use of the sanitation and recycling roll-carts, and emergency contact information including the police non-emergency number, shall be posted in a conspicuous location in the unit.

- i. **Monitored Fire Alarm:** A monitored fire alarm is required for all units except boats. Boats are required to provide documentation that a Coast Guard Auxiliary Safety Vessel Check has been performed is required. The Vessel Safety Check can be arranged through this link: <http://www.cgaux.org/vsc> . Existing facilities not meeting this requirement shall be brought into conformance within 6 months of the date of adoption of this Code.
- j. **Outside Approvals Required:** For properties located in a neighborhood with a property owners' association, written confirmation from the association president that short-term rentals are permitted in the neighborhood is required. In multifamily structures, written approval from the property management association is required. For boats in an approved marina, written permission from the marina manager is required.
- k. **Safety Inspection and Licensing:** A Safety Inspection shall be conducted before the Business License for the facility is issued. The facility shall comply with all business license, revenue collection, and health laws of the City of Beaufort, Beaufort County and the State of South Carolina.
- l. **Unlicensed Units:** For units that are found to be operating without approval of the City, the short term rental application fee shall be \$1,000. If the property owner chooses not to submit a short term rental application within 60 days of being notified by the City of being in violation of the ordinance, a short term rental application shall not be approved for a period of 2 years.
- M. **Manufactured Homes/Mobile Homes: No manufactured home, or mobile home, shall be eligible to conduct short term rentals.**

3. Inn/Hotel/Motel:

- a. **Specific to T4-N:**
 - i. Inns up to 10 rooms are permitted.
 - ii. Inns with 11–24 rooms are permitted in retail frontage overlay areas.
- b. **Specific to T4-NA:** This use is prohibited.

D. Retail and Restaurants:

- 1. **Specific to T4-N only:** Except for Animal Hospitals/Kennels, Restaurants and Retail are permitted only in Retail Frontage Overlay Districts, and in the T4-NA district per the conditions below. Animal Hospitals/Kennels shall follow the Conditions for T5-UC.
- 2. **Specific to T4-NA** General retail/service uses are permitted in the Artisan- Oriented district. The following conditions apply:
 - a. Freestanding signs are limited to one per lot, with a maximum size of 5 square feet.
 - b. No outside amplified music is permitted.
 - c. No alcohol sales are permitted.
 - d. New construction and exterior changes to existing structures to accommodate such uses shall be subject to Article 4 (Building Design and Infill Standards) of this Code.
 - e. Specific to trail-related uses:
 - i. On-site parking shall be provided at the rate of 1 space per 300 square feet.

- ii. The hours of operation shall be limited to between 7:00 a.m. and 6:00 p.m. EST, 7:00 p.m. EDT.
- iii. Any use that includes outdoor seating shall have a trash container available for disposal of goods consumed on the premises.

- 3. **Specific to T5-UC:** Animal Hospitals/Kennels are permitted with the following Conditions:
 - a. **Outdoor Activity:** Outdoor activity is permitted during daylight hours; animals must be boarded indoors at night.
 - b. **Permitted Accessory Uses:** Boarding, retail sales, and grooming services are permitted.
 - c. All kennels, and/or outdoor areas for animals, must be located to the rear of the building, and must be screened from the view of all public rights away.
- 4. **Specific to T5-DC:** Animal Hospitals/Kennels are not permitted.
- 5. **Specific to IC:** General retail/service uses are not permitted along Highway 170 west of W.K. Alston Drive.
- 6. **Specific to T4-HN:** General Retail and service uses, shall be approved as a special exception with the following conditions:
 - a. Cafes/restaurants: shall be under 2,500 sq. ft. with no drive-thru or order window.
 - b. Art Galleries, offices, and general retail shall be under 2,500 sq. ft.
 - c. No on-site sign shall be larger than 5 sq. ft.

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E. RMX/T5-UC SPLIT ZONES:

- 1. In properties split zoned RMX/T5-UC, one district and corresponding lot and design standards shall be utilized at beginning of the development process. This process shall be followed with commercial and mixed uses developments, with outlots. If urban blocks and lots/street sections, as found in Appendix C, exist adjacent to the RMX/T-5UC district being developed, T-5 UC development standards shall be followed.

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3.11.2 USES CUSTOMARILY ACCESSORY TO RESIDENTIAL DWELLINGS

TYPE ²	#/LOT ¹	SIZE ¹	ADDITIONAL STANDARDS ⁴
C. Accessory Dwelling Unit (syn. Carriage House) - detached	See Section 4.5.3 for complete standards ³		
D. Accessory Dwelling Unit - attached	1	Max.: 50% of the footprint of the primary unit, or 1,500 SF max., whichever is smaller	1. All standards from 4.5.3 apply, with the following addition: Any additional entrances will be located in the side or the rear of the primary structure. Additional external stairways or fire ladders are strongly discouraged but may be permitted at the discretion of the Fire Marshal when no practical alternative exists.
E. Garage/Carport/Workshop	2 ³	Maximum: 50% of the footprint of the primary unit, or 1,500 SF max., whichever is smaller	1. Specific to T3-N, T4, T5, RMX and IC Districts: prefabricated/per-manufactured metal structures are not permitted when visible from a public right-of-way. 2. May be provided with electricity, sink and a commode but shall not be used as an ADU. 3. If a carport is used for storage, any side visible from an adjacent property or street right-of-way must be enclosed to screen the building contents.
F. Shed	2	Max.: 320 SF	1. Specific to T3-N, T4, T5, RMX and IC Districts: prefabricated/pre-manufactured metal structures are not permitted when visible from a public right-of-way. 2. Shed may be provided with electricity, sink and a commode but shall not be used as an ADU. 3. Any shed that is 3' or closer to a house shall meet the fire protection prescribed for Garages in the IRC. 3. Specific to T3-N, T4-N and T4-HN: Side and rear setbacks may be reduced to 2' if the following conditions are met: a. Residential Sheds are <200 SF and Commercial sheds are <120SF. b. Shed doesn't contain plumbing or HVAC and is not used as a habitable space. c. Lot size is 6,000 SF or less.
G. Pool	1	n/a	1. Barriers shall be required per Section 305 of the 2015 International Swimming Pool and Spa Code, or equivalent as updated. All pool permits shall include such barrier. Before the pool can be filled with water, barriers shall be installed, inspected and approved.
H. Pool House	1	Max.: 50% of the footprint of the primary unit, or 640 SF	1. Standards from 4.5.3.B.8 apply.

		max., whichever is smaller	
I. Covered/Open-Air Structure (ex. Gazebos and Trellises)	2	Max.: 320 SF	1. May not be used for parking. If used for storage, any side visible from an adjacent property or street right-of-way must be enclosed to screen the building contents.
J. Greenhouse	1	Max.: 320 SF	1. See 8.5.4 for additional standards on food production.
K. Outdoor Living and Recreation	Playhouses, picnic tables, dog houses, chicken coops, flagpoles and furniture designed specifically for outdoor use are permitted, and do not require a Project Permit, if they are not permanently affixed to the ground (e.g., on a slab or pier foundations). If a structure under roof (e.g., playhouse, doghouse, chicken coop) is permanently affixed to a the ground, it is considered a shed and shall comply with the standards in paragraph C of this section.		

¹ The number and size of the units shall not cause the property to exceed the maximum lot coverage by roofs in 2.4.1.A.3 or total impervious coverage found in 2.4.2.B.3. The total number of Accessory Structures per lot is limited to 4.

² Location for all Accessory Types shall meet the Accessory Building Placement standards in 2.4.1.C, unless specifically noted in this section.

³ A maximum of 2 garage/carport/workshops are permitted, regardless of whether they are attached or detached, or contain an Accessory Dwelling Unit; however only one of each type is permitted per lot. *Example: A lot may have one attached garage and one detached garage but cannot have two detached garages.*

⁴ Items B-I may not be built before the Primary Structure on a lot.

3.12.2 PERMITTED TEMPORARY USE

- A. Carnival, circus or fair, for a period not to exceed 21 days, in the LI District.
- B. Open lot sale of seasonal produce and plant products including Christmas trees, in the T4-N, T5-UC, and RMX Districts for a period not to exceed 45 days.
- C. Temporary real estate sales offices (e.g., mobile trailer), in conjunction with an approved subdivision or development project, in any district, for a period not to exceed 1 year, provided no cooking or sleeping accommodations are maintained in the structure. These may be renewed, upon written request, for periods of 6 months at a time if the subdivision has an active Project Permit.
- D. For new construction, a contractor's office and equipment sheds, including steel cargo storage containers, in any district districts, for a period of 6 months, provided a Project Permit has been issued for construction on the site, and such facilities are placed on the property to which it is appurtenant..
- E. Temporary classroom facilities shall not be located at any school, religious institution, or other similar use, unless a plan for improvements designed to eliminate the temporary classrooms at a time certain in the future — within 24 months — has been approved by the administrator. Such plan shall include a review of the placement of the temporary classrooms, and may require screening and buffering in order to comply with this Code. Extensions of up to 1-year may be permitted by the administrator, upon written request, if the units have not proven to be a nuisance and the plan for elimination is still active.
- F. **Food Trucks/Concession Stands:** See Part 7 Chapter 16 of the City of Beaufort Code of Ordinances, or updated section as applicable, for regulations.
- G. **Farmers Markets:** Farmers markets shall comply with the following standards:
 - 1. Farmers Markets are permitted in T4-N, T5-UC, RMX, IC, and LI Districts.
 - 2. An on-site manager is required.
 - 3. A management plan is required, including the following:
 - a. The regular days and hours of operation on a weekly or monthly basis.
 - b. Parking locations for vendors and customers.
 - c. Setup areas for vendors.
 - d. Signage - On-site temporary signage is permitted on the day of the market. This includes, but is not limited to, sandwich board signs, easels, and banners meeting the requirements in Article 6.
 - e. Location of temporary restrooms, trash/recycling containers, electricity sources.
 - f. Strategy for removal or storage of trash/recycling, tents, kiosks, vans, trailers or other market equipment when the market is not open.
 - g. Rules and regulations for the market.
 - 4. **Types of Products:**
 - a. At least 60% of the vendors shall sell "Farm Products," the majority of which shall be sold direct to consumer. Farm Products are defined as fruits, vegetables, mushrooms, herbs, nuts, eggs, honey or other bee products, flowers, plants, meat, milk, cheese and other dairy products, fish, and value-added products containing the above-mentioned items.

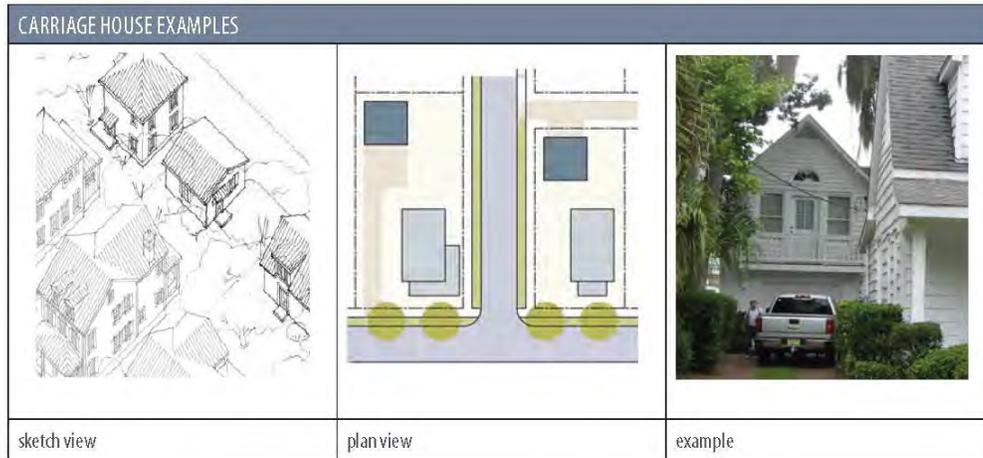
Brokers - participants who have bought any farm products from a grower and do not grow anything themselves - are not permitted.

b. Up to 40% of vendors may sell prepared foods. The majority of their sales shall be direct to consumer.

H. Portable metal storage containers are permitted in any district for purposes of loading or unloading, for a period not to exceed 14 days.

I. Cargo or freight storage containers, or modified versions thereof, are permitted to be used as temporary storage facilities in the LI and RMX Districts for up to 3 consecutive months in any 12-month period, on the condition that the containers are not visible from the street.

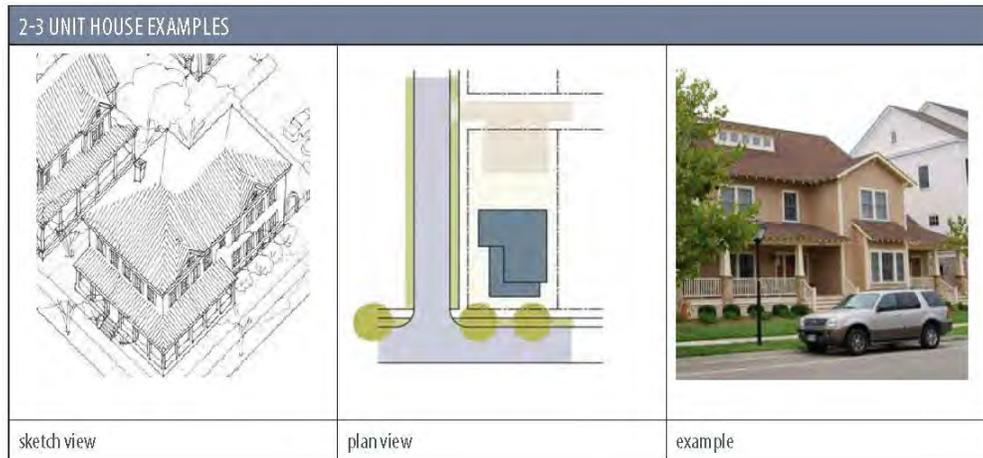
4.5.3 CARRIAGE HOUSE



- A. **Description:** This is an Accessory Structure that provides small, flexible living spaces adjacent to a main house (a.k.a. Accessory Dwelling Unit [ADU], Granny Flat). It is often used for rental housing, and may be free standing, or located above a garage or parking area.
- B. **Special Requirements:**
1. **Infrastructure:** The lot shall be served with public water and sewer.
 2. **Number allowed:** 2 per lot.
 3. **Placement on the Lot:** The carriage house shall be located to the rear of the primary structure, or to the side as a secondary option, with the following exceptions:
 - a. Units may be placed at the front of a lot where the front of the primary structure is not the street, and the structure has clearly been designed to take advantage of unique site amenities, such as location on the water.
 - b. Units may be placed in the front of the lot where the prevailing character of the neighborhood has other similarly-placed units.
 4. **Frontage Type:** No frontage type is prescribed unless the building is close to the street; in which case, appropriate frontage types are: porch, stoop.
 5. **Maximum Number of Bedrooms:** 2.
 6. **Maximum Size:** The footprint shall not exceed 50% of the footprint of the primary building, or 1,500 square feet, whichever is smaller. Conversions of existing accessory structures that exceed this maximum may be permitted if the administrator determines that there is no adverse impact on surrounding property.
 7. **Compatibility with Primary Structure:** Architectural details, including color, siding, roof pitch, window detailing, roofing materials, height, and foundation, shall be compatible with the primary dwelling unit.
 8. **Parking:** 1 parking space per Carriage House is required, and shall be clearly defined. See Section 7.3 for additional parking standards.

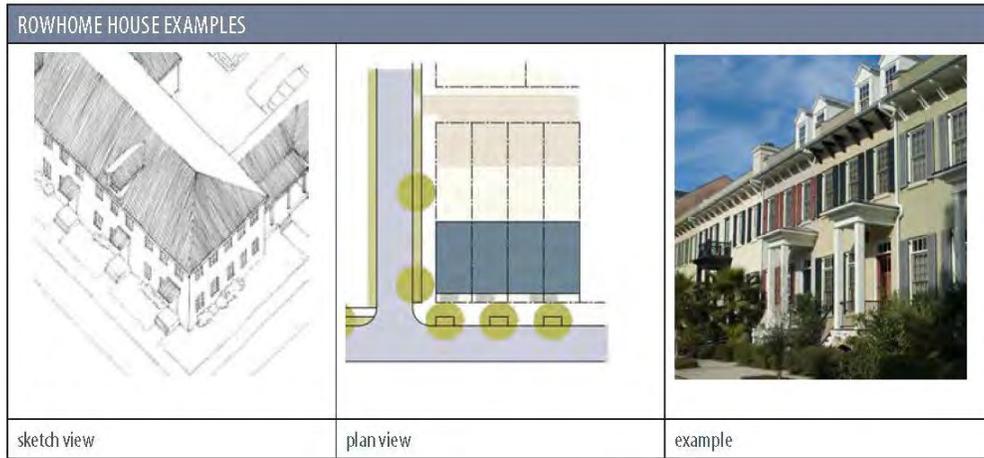
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- E. **Timing:** The carriage house(s) shall be permitted to be built prior to the primary structure on the lot if the following requirements are met:
1. A sketch plan showing the potential build-out, including parking, of the site is required;
 2. The size(s) must be appropriate to permit a primary structure without exceeding the maximum lot coverage; and
 3. Materials of the future primary structure must coordinate with the carriage house.

4.5.5 2-3 UNIT HOUSE



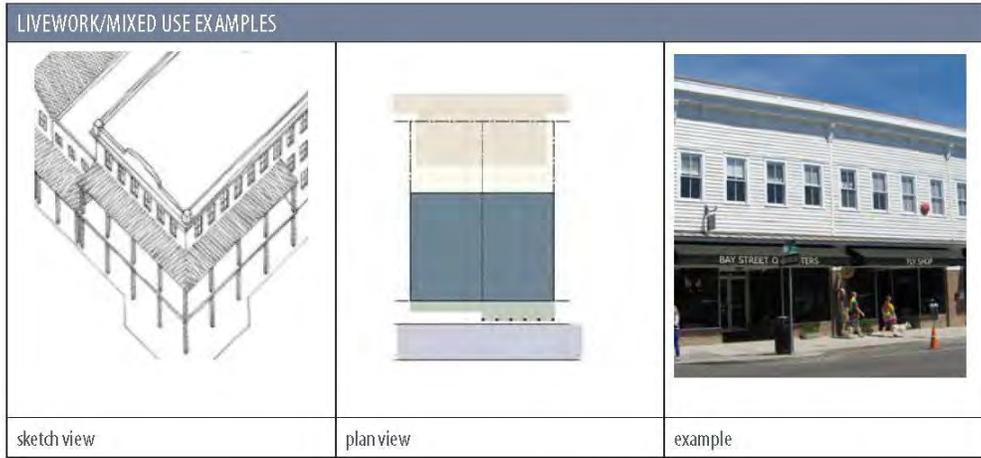
- A. **Description:** This house-form seamlessly fits into a predominantly single-family neighborhood, but contains multiple dwelling units. The units may be side-by-side, or stacked. They typically have separate entrances off of the street, but may share a common entrance. They are located under one roof and do not have parapets dividing the units.
- B. **Special Requirements:**
1. **Frontage Types:** Common Yard, Porch, Stoop.
 2. **Parking:** Parking must be well defined, located behind the building, and accessed off a side street or rear alley. On-site parking for all vehicles, including boats, must not be in front of the building. No variances to this provision are permitted.
 3. **Location, Specific to T3-N:** A 2-3 unit building is permitted in the following areas:
 - a. On a corner lot; or
 - b. Where rear alley access is provided;

4.5.6 ROWHOME



- A. **Description:** This is an attached residential building type that is part of a series of other rowhomes with more than three units in a row. Three or fewer is considered a 2—3 unit building. Rowhomes may have parapet walls dividing the units, or be combined under one roof form. They are elevated above the street a minimum of 3 feet for privacy, and are typically accessed by stoops. They may also utilize the forecourt and porch frontage types.
- B. **Special Requirements:**
1. **Frontage Types:** Porch, stoop, forecourt.
 2. **Parking:** Parking must be well defined, located behind the building, and accessed off a side street or rear alley. On-site parking for all vehicles, including boats, must not be in front of the building.
 3. **Specific to T4:**
 - a. Rowhomes are not permitted in the Historic District, except in the Bladen Street Redevelopment District.

4.5.8 LIVEWORK/MIXED-USE



- A. **Description:** This is a building that buildings contains commercial space, typically at grade, with office or residential living, typically located on the upper level(s). They are typically attached, but may be freestanding structures. The ground floor has a substantial amount of glazing, and often utilizes the shopfront frontage type.
- B. **Special Requirements:**
1. **Frontage Types:** Forecourt, balcony, Shopfront/Awning, Gallery/Colonnade, Arcade.
 2. **Parking:** Parking must be located behind the building, and accessed off a rear alley.
 3. **Specific to LI:** Drive-thru facilities are prohibited.



CITY OF BEAUFORT
Community Development Department

SCOTT MARSHALL
City Manager

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CURT FREESE
Community Development
Director

Date: February 21, 2024

From: Curt Freese, Community Development Director

To: City Council

ISSUE: Beaufort Development Code Changes

Current Chapter: Building Design, Chapter 4

PROPOSED AMENDMENTS

Please note, a copy of the track changes of the code sections in question are included in your packet with changes in red. The changes which involve several Sections of the code are found below:

2.4.1 TRANSECT STANDARDS

4.3.2 SPECIFIC GUIDELINES

4.5.3 CARRIAGE HOUSE

4.5.4 SINGLE FAMILY DETACHED

4.5.6 ROWHOUSE

4.5.7 APARTMENT HOUSE

4.5.9 LINER BUILDINGS

4.5.12 GAS/FUEL STATIONS AND CAR WASHES

4.6.1 BUILDING DESIGN STANDARDS

4.6.3 SPECIFIC TO TRANSECT DISTRICTS

4.6.4 SPECIFIC TO CONVENTIONAL DISTRICTS

4.7.2 PRINCIPLES FOR COMPATIBLE INFILL

DESCRIPTION AND SYNOPSIS OF CHANGES

2.4.1 Transect Standards

Analysis/Recommendation: Revision of T-3 Standards to allow 60' wide and 6,000 sq. ft. lot sizes from 75' wide and 9,000 sq. ft. Also, note that subdivision of lots in historic districts will be subject to the HRB process for clarity.



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4.3.2 SPECIFIC GUIDELINES

Analysis/Recommendation: 1) Revising compliance with Civic Master plan to be clear it is a guide as was intended; 2) Adding additional guidelines for new development to be consistent with existing development to address issue where dense urban style development is being proposed next to low density development.

4.5.6 ROWHOUSE

Analysis: Remove the T4-NA restriction and allow as per the Code table as a proposed Special Exception.

4.5.7 APARTMENT HOUSE

Analysis/Recommendation: 1) adding total building width of 160' for all but T-5 district, as current projects in which large monolithic apartments in areas with low density create dissimilar development patterns; 2) Limiting apartment units to 6 dwelling units per building in T-3 district, to limit impact of apartment use on lower density areas.

4.5.9 LINER BUILDINGS

Analysis/Recommendation: 1) Reducing the frontage depth to 30-40 feet from 25-30, to allow more flexibility and allow buildings to be further off the street in highly travelled zones without harming the intent of the code; 2) reducing the frontage requirement to 60% from 75%, to create more flexibility in mass and scale of buildings per recent examples.

4.5.12 GAS/FUEL STATIONS AND CAR WASHES

Analysis/Recommendation: 1) Addition of screening and depth requirements and clarification of maximum fuel pumps; 2) Addition of design standards for canopies, including materials for support, based on current issues.

4.6.1 BUILDING DESIGN STANDARDS

Analysis/Recommendation: 1) Addition of standard where infill height should match the average height of existing buildings on the block; 2) clarification on language on ADU's on garages, and mechanical screening to only new commercial buildings; 3) revision to allow caution ASHTO yellow in certain circumstances; 4) Addition of two story significant intersection requirement, including listing significant intersections; 5) allowance for temporary sales of merchandise in a parking lot for a period of 48 hours.



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Community Development
Director

4.6.3 SPECIFIC TO TRANSECT DISTRICTS

Analysis/Recommendation: 1) removal of metal panel restriction for exterior materials (metal panels can be reflective of good design; 2) Cleaning up of transparency requirement. Renaming to fenestration, requiring see-through glass, or spandrel glass at the discretion of the Planning Commission or Administrator. 3) Encouraging but not requiring mullions and muntins due to the high cost; 4) Allowing metal and composite shutters; 5) Allowing flexibility for column bay spacing if it complements the architecture.

4.6.4 SPECIFIC TO CONVENTIONAL DISTRICTS

Analysis/Recommendation: 1) Referencing existing massing and articulation standards of Section 4.3.2 B; 2) increasing blank wall allowance to 35 linear feet from 20 feet, to reflect the more auto-oriented nature of development in conventional zones.

4.7.2 PRINCIPLES FOR COMPATIBLE INFILL

Analysis/Recommendation: 1) At a recent HDRB meeting, it was pointed out the seven integrities for infill Development is mentioned in one area, rehabilitation, and in the intent only new construction. Staff is recommending to add rehabilitation of contributing structure to provide clarity.

RECOMMENDATION: APPROVE AMENDMENTS TO BE SENT TO CITY ATTORNEY FOR REVIEW, AND THEN FORMAL RECOMMENDATION TO CITY PLANNING COMMISSION FOR CONSIDERATION.

2.4.1 TRANSECT-BASED DISTRICT STANDARDS

DISTRICT	T3-S	T3-N	T4-HN	T4-N	T5-DC	T5-UC
A. LOT CONFIGURATION						
1. Lot Width at Front Setback	75-60 ft min; for waterfront lots see Section 2.5.4	40 ft min, 60 ft min in the Hundred Pines neighborhood	40 ft min, 60 ft min in The Point	n/a	n/a	n/a
2. Lot Size	69,000 sf min; for waterfront lots see Section 2.5.4	4,000 sf min; 3,000 sf min for alley-served lots	4,000 sf min; 6,000 sf min in The Point	n/a	n/a	n/a
3. Maximum Lot Coverage ¹	30% of lot area	45% of lot area	55% of lot area	70% of lot area	100%	100%
4. Frontage Build-Out ²	n/a	n/a	75% max	60% min; 85% max	75% min	60% min
¹ This percentage indicates maximum lot coverage by roofs; total impervious coverage may be an additional 10%. Parcels may also be subject to Section 8.3 (Stormwater). ² See Section 2.5.1 B. for additional frontage build-out standards.						
3. Lots located in the historic district, will be subject to the Historic Review Board approval process of 9.9.2 D.						
B. PRIMARY BUILDING PLACEMENT						
1. Front Setback; for infill lots also see Section 2.5.2	20 ft min	15 ft min	Average Prevailing Setback on Block	0 ft min	0 ft min	0 ft min
	No max	30 ft max ³		15 ft max	Max. Prevailing Setback on Block	15 ft max
2. Side Setback— Corner/Alley	15 ft min	6 ft min	5 ft min	0 ft min	0 ft min	0 ft min
	No max	No max	No max	10 ft max	15 ft max	15 ft max
3. Side Setback— Interior	10 ft min	6 ft min	6 ft min, 10 ft min in The Point	5 ft min, or 0 ft if attached	0 ft min	0 ft min
4. Rear Setback ⁴	15 ft min	15 ft min	15 ft min	10 ft min	0 ft min	5 ft min
5. Rear Setback from Alley ⁴	n/a	0 ft	0 ft	0 ft	0 ft	0 ft
6. Attached Garage/Carport	5 ft min	5 ft min	Attached garages shall only be accessed via an alley; garage doors shall not face the street			

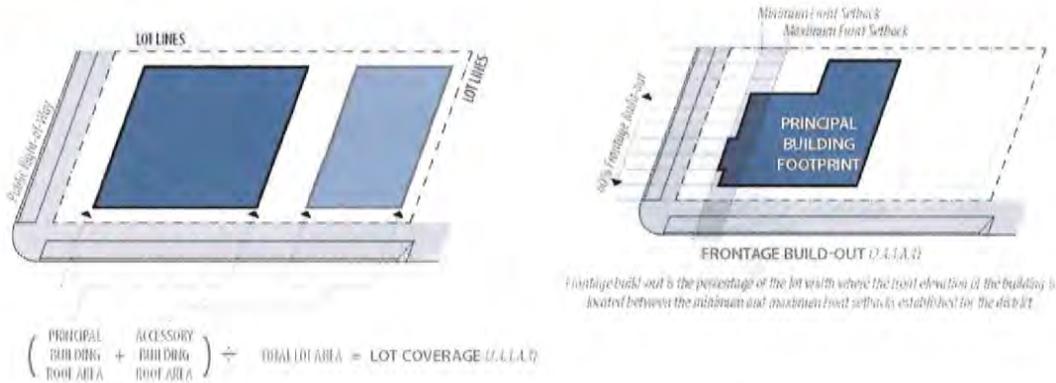
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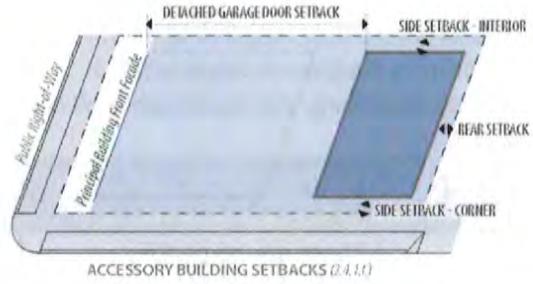
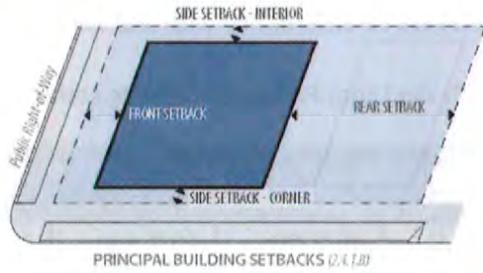
Setback (from front facade) ^{5, 6}						
C. ACCESSORY BUILDING PLACEMENT—See Section 3.11 for additional requirements						
1. Front Setback	Accessory structures shall be located behind the front facade of the primary structure, except as provided for in Section 2.5.4 (Waterfront Lots) and Section 4.5.3 (Carriage House); see item 6 below for setback for detached garage doors					
2. Side Setback—Corner/Alley ⁵	5 ft min	5 ft min	5 ft min	3 ft min	0 ft min	0 ft min
3. Side Setback—Interior	5 ft min	5 ft min	5 ft min	5 ft min	0 ft min	0 ft min
4. Rear Setback ⁴	5 ft min	5 ft min	5 ft min	5 ft min	0 ft min	0 ft min
5. Rear Setback from Alley ⁴	3 ft min	3 ft min	3 ft min	3 ft min	3 ft min	3 ft min
6. Detached Garage Door/Carport Setback (from front facade) ⁵	5 ft min	20 ft min	20 ft min	20 ft min	Shall be located behind primary building and accessed via alley or side street ⁷	
<p>³ When lot width is 75 ft or greater, there is no maximum front setback.</p> <p>⁴ Garage doors shall be 15 ft min from alley centerline.</p> <p>⁵ In addition to the setback requirements listed above, garage doors/carports which face a public right-of-way, except for rear alleys, shall be set back a minimum of 20 ft from that right-of-way.</p> <p>⁶ The Battery Shores and Islands of Beaufort neighborhoods are exempt from this standard when garage doors do not face a public right-of-way. In the Jericho Woods neighborhood, carports are exempt from this standard.</p> <p>⁷ Also see Section 2.5.7(Street Access Standards).</p>						
D. BUILDING FORM						
1. Primary Building Height—See Section 2.6	No min	No min	No min	2 stories min ⁸	2 stories min	2 stories min ⁸
	2.5 stories max	2.5 stories max	3 stories max	4 stories max; 3.5 stories max in & fronting Historic District & interior lots along Allison Rd.	3 stories max at property line, see 2.6.1.G	5 stories max; 3.5 stories max in & fronting Historic District
2. Accessory Building Height	2 stories or 30 ft max	2 stories or 30 ft max	2 stories or 30 ft max	2 stories or 30 ft max	2 stories max	2 stories max

3. Building Width at Frontage	n/a	n/a	n/a	100 ft max	100 ft max ⁹	160 ft max ⁹
⁸ Two stories are only required at significant intersections, in accordance with Section 2.6.3 and the Street Hierarchy Diagram in Appendix C.3. ⁹ Buildings exceeding this maximum shall comply with the Large Footprint Building standards in Section 4.5.10.						
E. PARKING PAD LOCATION —There are no interior side setbacks for parking unless buffers are required per Section 5.5. See Section 2.5.8 for additional provisions						
1. Front Setback	There are no parking setbacks, however, driveways shall be located to the side of the lot/primary structure except on waterfront lots meeting the conditions stated in 2.5.4.	40 ft min	40 ft min	40 ft min	40 ft min	
2. Side Setback—Corner		5 ft min	15 ft min	5 ft min	5 ft min	
3. Rear Setback		5 ft min	5 ft min	0 ft min	0 ft min	

LOT CONFIGURATION (2.4.1.A)

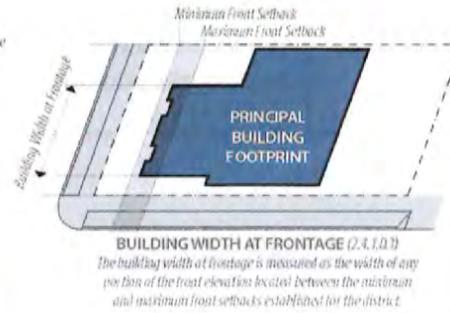
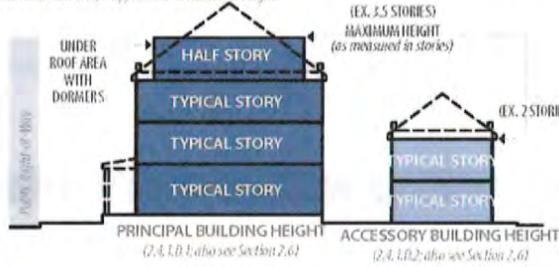


BUILDING PLACEMENT (2.4.1.B—C)

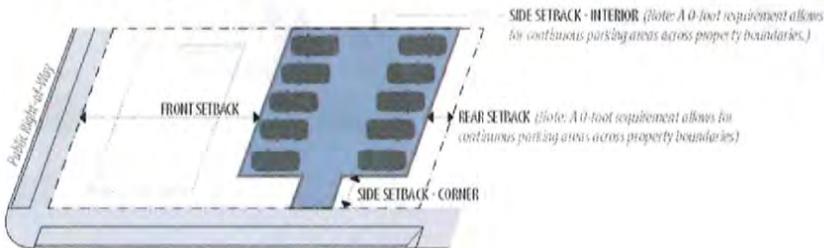


BUILDING FORM (2.4.1.D)

Maximum height in stories is measured by counting the number of floors, or a portion thereof. If maximum heights are listed by a dimensional standard, height is measured from average grade, or first floor above base flood elevation, if applicable, to mean roof height.



PARKING LOCATION (2.4.1.E)



4: BUILDING DESIGN AND INFILL STANDARDS

4.1: PURPOSE AND INTENT

4.1.1 PURPOSE

The purpose of this section is to:

- A. Protect and enhance Beaufort's unique aesthetic character.
- B. Support high quality streets and public spaces.
- C. Encourage architecture that blends harmoniously with the natural surroundings and neighboring development.
- D. Safeguard property values and long-term economic assets.
- E. Carefully preserve the character of Beaufort's National Historic Landmark District while permitting appropriate growth.

4.1.2 INTENT

The standards and guidelines in this section are not meant to stifle innovative design or creativity. Instead, they are intended to serve as the minimum standards and guidelines necessary to ensure that new development and redevelopment meets the purposes described above.

4.2: APPLICABILITY

4.2.1 TERMINOLOGY

- A. **Shall:** This section establishes both binding standards and discretionary guidelines. Binding standards are typically signified the word "shall." They are specific and precise standards that are required to be met in the submitted design.
- B. **Should, Encouraged and Discouraged:** Discretionary guidelines are typically signified by the words "should," "encouraged," and "discouraged." They are general design objectives that are applied and interpreted by the appropriate Design Review Body in the review of development applications. "Shoulds" are the goal, but the Design Review Body has flexibility as to how they are administered.
- C. **May:** Discretionary guidelines with a greater degree of flexibility are signified by the word "may." They are ideal guidelines and a project following these guidelines would result in an outcome that is very compliant with the City's goals and objectives; however, they are not specifically required to be met.

4.2.2 APPLICABILITY

- A. **Applicability:** The standards apply to all construction in:

-
1. Transect-based Districts: T4, T5.
 2. Conventional Districts: RMX, IC.
- B. **Exemptions:** Where these standards are exempt, as listed below, this section may still be used as design guidelines for new construction as they outline building practices that are traditional to the Beaufort area.
1. Modification to existing structures, unless they require design review as specified in Sections 9.8 and 9.9, are exempt from the requirements of this section.
 2. All construction in T3 districts is exempt from this section, except for:
 - a. Carriage Houses (Section 4.5.3).
 - b. 2-3 Unit Houses (Section 4.5.5).
 - c. Developments utilizing any of the Alternative Development Patterns (Section 2.8).
 - d. Lots requesting a variance to subdivide and create one or more lots smaller than the minimum lot size per Section 2.3.1.
 - e. Buildings in subdivisions 15 acres or larger.
 3. All construction in LI districts are exempt from all standards except for the provisions in 4.6.4.A, where the structure is visible from a Primary Street - See Street Hierarchy Diagram in Appendix C.

4.2.3 RELATIONSHIP TO HISTORIC DISTRICT STANDARDS

- A. **Applicability:** In addition to the standards and guidelines in this article, any development located within the Beaufort Historic District is subject to the standards, guidelines, and procedures established in Section 9.10.
- B. **Conflicts:** In the event of a conflict between the requirements of this article and the requirements and guidance provided by the documents listed in 9.10.2.B, the later shall take precedence.

4.2.4 RELATIONSHIP TO LAND USE PROVISIONS

- A. **Applicability:** Article 3 (Land Use Provisions) identifies use allowances by district and establishes additional standards applicable to specific uses. These provisions shall also apply in conjunction with the standards outlined in this article.
- B. **Conflicts:** In the event of a conflict between the requirements of this article and the requirements of Article 3, the most stringent requirement, as determined by the Administrator, shall apply.

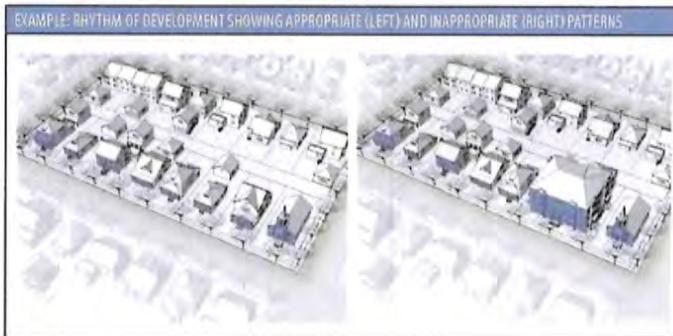
4.3: CONTEXTUAL DESIGN GUIDELINES

4.3.1 PURPOSE AND APPLICABILITY

All buildings possess a number of common elements that combine to express a structure both as an entity and as a part of the larger community. No building is so insulated from its surroundings as to avoid an impact on the surrounding context. Applications that require Major Design Review (Section 9.8) and Certificate of Appropriateness, Major (Section 9.10.2), are subject to the additional contextual design guidelines of this section. These guidelines shall be used by the Design Review Body as applicable, to evaluate the appropriateness of the proposed construction to its immediate context and the character of the broader community.

4.3.2 SPECIFIC GUIDELINES

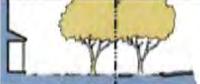
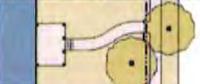
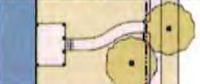
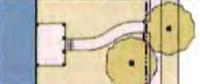
- A. **Conformity to Civic Master Plan:** The Civic Master Plan provides site-specific guidance for the development of many parcels within the city. ~~The intent of this Code is to facilitate the vision and ensure the visions are permitted.~~ In instances where the Civic Master Plan provides guidance for building and site design standards on a particular parcel, development applications on that parcel should consider meet the general intent of such guidance to the extent practicable, as determined by the Planning Commission, Design Review Body.
- B. **New Development Compatible with Existing Development**~~**Rhythm of Development on the Street:**~~ Monolithic massing that disrupts the predominant building pattern of the neighborhood and corridor is strongly discouraged, see example below. In cases where the zoning district allows massing and the rhythm of development which is not consistent with the built form of surrounding area, the Codes Administrator and Planning Commission shall consider the following alternative design principles before approving the project:
- 1) Lot size, massing, siting, floor area ratio, and height of new development should complement the rhythm of the existing built form of the block and across the street from any development.
 - 2) New development must correspond to the and should be no taller than twice the sill height of existing buildings on the block or across the street. The Planning Commission may consider exceptions to this requirement which satisfy the standards of the zoning ordinance, if they utilize creative design alternatives such as stepping buildings from the street.
 - 3) Consider the mass of all existing buildings, and approving mass and scale which is no more than twice the mass of the average of existing buildings on the block. The Planning Commission may consider exceptions to this requirement which satisfy the standards of the zoning ordinance, if they utilize creative design alternatives such as architecturally reducing the appearance of mass though breaking up building form.
 - 4) Frontage upon a street, and setbacks shall also correspond to the prevailing setbacks and frontage on the street. The Planning Commission may consider exceptions in cases where required frontage or setbacks of existing or proposed buildings do not correspond with the setbacks and frontages of the code, and may consider alternative design alternatives, such as patios, porches etc. to satisfy the frontage or setback requirements.



C—5) **Massing and Articulation:** When large scale construction is proposed that is not consistent with the predominant building height and lot width of the surrounding area, special attention shall be paid to specific building design elements in order to articulate a building form that is appropriate to the neighborhood context. These include complementing the massing of neighboring buildings by utilizing roof forms, architectural trim, differentiation of facade planes, and a relationship of solids (siding and walls) to voids (window and door openings) that are consistent with the patterns established in neighboring buildings. ~~the items listed in the paragraph above, along with siting, setbacks, and facade treatments.~~

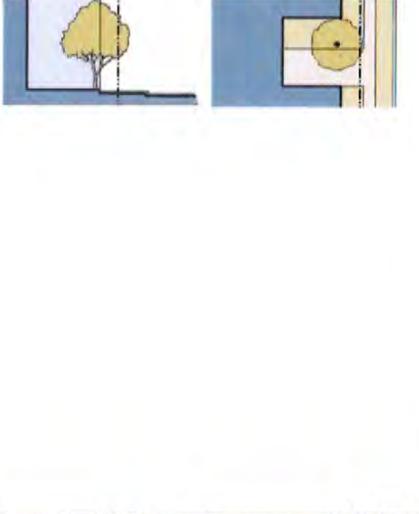
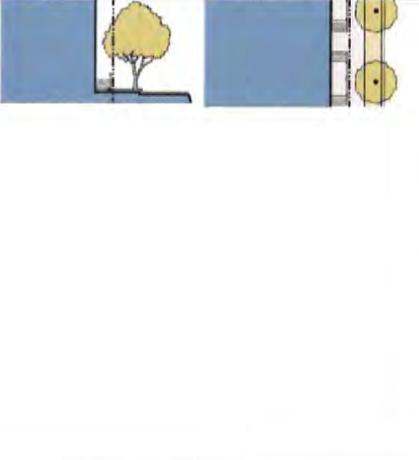
1. ~~New construction should complement the massing of neighboring buildings by utilizing roof forms, architectural trim, differentiation of facade planes, and a relationship of solids (siding and walls) to voids (window and door openings) that are consistent with the patterns established in neighboring buildings.~~
2. ~~When large scale construction is proposed that is not consistent with the predominant building height and lot width of the surrounding area, special attention shall be paid to specific building design elements in order to articulate a building form that is appropriate to the neighborhood context. These include the items listed in the paragraph above, along with siting, setbacks, and facade treatments.~~

4.4: PRIVATE FRONTAGE TYPES

	SECTION		PLAN		PERMITTED ZONING DISTRICT(S)
	Lot - Private Frontage	R.O.W. Public Frontage	Lot - Private Frontage	R.O.W./ Public Frontage	
<p>A. Common Yard: This is a planted Frontage, wherein the facade is set back substantially from the frontage line. The front yard created may be fenced or unfenced (see Section 2.5.6 H.). The deep setback provides a buffer from the higher speed thoroughfares.</p>					T3
<p>B. Porch: This is a frontage wherein the facade is set back from the frontage line with an attached porch permitted to encroach (see Section 2.5.6). Porches may be constructed in front of the minimum required setback, but shall not extend into the right-of-way. Porches shall have a minimum depth of 8 feet and a minimum width of 25% of the primary facade. Porches may be screened; however, if screened, all architectural</p>					T3, T4

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- 4: BUILDING DESIGN AND INFILL STANDARDS
4.4: PRIVATE FRONTAGE TYPES

<p>expression (columns, railings, pickets, etc.) must occur on the outside of the screen. Porch frontages may be fenced or unfenced (see Section 2.5.6 H.).</p>		
<p>C. Forecourt: This is a frontage wherein a portion of the facade is close to the frontage line and the central portion is set back. Forecourts may be used in residential buildings to provide entry yards and/or shared garden space. Forecourts may be used in commercial and mixed-use buildings to provide areas for outdoor dining, display of merchandise, entries to individual tenants, or vehicular drop-off areas. Where provided, forecourts shall be a minimum of 12 feet in depth and 12 feet in width. This type should be allocated in conjunction with other frontage types. Large trees within the forecourts may overhang the sidewalks.</p>		<p>T4, T5, RMX, IC</p>
<p>D. Stoop: This is a frontage wherein the facade is aligned close to the frontage line with the first story elevated from the sidewalk sufficiently to secure privacy for the windows. The entrance is usually an exterior stair and landing with a covered or recessed entry door. This type is recommended for ground-floor residential use. Stoops may be constructed in front of the minimum required setback, but shall not extend into the right-of-way. Stoops shall have a minimum depth and width of 4 feet. Stoops may be shared by 2 attached units. Stoop stairs may run to the front or to the side.</p>		<p>T4, T5, RMX, IC</p>

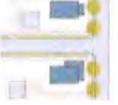
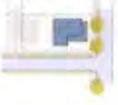
- 4: BUILDING DESIGN AND INFILL STANDARDS
4.4: PRIVATE FRONTAGE TYPES

<p>E. Balcony: This is a frontage wherein the facade is aligned close to the frontage line with an attached cantilevered or bracketed balcony(ies) above at least 50% of the facade, including major entries. This type is conventional for apartment houses and livework/mixed-use buildings. The balcony shall be no less than 3 feet deep and must be visually supported. French balconies (ones that are flush with the building) may be used, but are not considered balcony frontage, and would need to be combined with another frontage type.</p>		<p>T4, T5, RMX, IC, LI</p>
<p>F. Shopfront/Awning: This is a frontage wherein the facade is aligned close to the frontage line with the building entrance at sidewalk grade. This type is conventional for retail use. It has a substantial glazing on the sidewalk level. This frontage may also be used in conjunction with forecourt, Gallery/Colonnade, or balcony frontage types. Where an awning exists, it shall be a minimum of 5 feet deep and 8 feet above the sidewalk. Awnings shall be made of fabric or metal, but high-gloss and plasticized fabrics are prohibited.</p>		<p>T4, T5, RMX, IC, LI</p>
<p>G. Gallery/Colonnade: This is a frontage wherein the facade is aligned close to the frontage line with an attached cantilevered shed or a lightweight colonnade overlapping the sidewalk. This type is conventional for retail use. The gallery shall be a minimum of 10 feet wide and may overlap the sidewalk to within 2 feet of the curb.</p>		<p>T4, T5, RMX, IC, LI</p>

- 4: BUILDING DESIGN AND INFILL STANDARDS
4.4: PRIVATE FRONTAGE TYPES

<p>H. Arcade: This is a colonnade supporting habitable space that overlaps the sidewalk, while the facade at sidewalk level remains at or behind the frontage line. This type is conventional for retail use. The Arcade shall be a minimum of 12 feet wide and may overlap the sidewalk to within 2 feet of the curb.</p>		<p>T4, T5, RMX, IC, LI</p>
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4.5: BUILDING TYPES

	SKETCH	PLAN	PERMITTED ZONING DISTRICT(S)
<p>A. Carriage House: This is an accessory structure that provides small, flexible living spaces adjacent to a main house (a.k.a. Accessory Dwelling Unit [ADU], Granny Flat). It is often used for rental housing, and may be free standing, or located above a garage or parking area.</p>			<p>T3, T4, T5, RMX, IC</p>
<p>B. Single-Family Detached House: This is the predominant residential building type in Beaufort. This house sits on a private lot and can vary in size from a small cottage to a large mansion. Setbacks and frontage types vary by transect zone.</p>			<p>T3, T4</p>
<p>C. 2-3 Unit House: This is a house-form that seamlessly fits into a predominantly single-family neighborhood, but contains multiple dwelling units. The units may be side-by-side, or stacked. They typically have separate entrances off of the street, but may share a common entrance. They are located under one roof and do not have parapets dividing the units.</p>			<p>T3, T4, T5, IC</p>

- 4: BUILDING DESIGN AND INFILL STANDARDS
4.5: BUILDING TYPES

<p>D. Rowhome: This is an attached residential building type that is part of a series of other rowhomes with more than 3 units in a row. The combination of 3 or fewer units is considered a 2-3 unit building. Rowhomes may have parapet walls dividing the units, or be combined under one roof form. They are elevated above the street a minimum of 3 feet for privacy, and are typically accessed by stoops. They may also utilize the forecourt and porch frontage types.</p>		<p>T4-N, T5, RMX, IC</p>
<p>E. Apartment House: This is a larger-scale building (a.k.a. Multi-Family Building) that contains 4 or more dwelling units. They often occupy corner lots, or are located in combination to create their own blocks. The ground floor is raised a minimum of 18 inches for privacy.</p>		<p>T4, T5, RMX, IC</p>
<p>F. Livework/Mixed-Use: This is a building that buildings contains commercial space, typically at grade, with office or residential living, typically located on the upper level(s). They are typically attached, but may be freestanding structures. The ground floor has a substantial amount of glazing, and often utilizes the shopfront frontage type.</p>		<p>T4, T5, RMX, LI, IC</p>
<p>G. Liner Building: This is a shallow structure, typically 25-30 feet deep, which is placed close to the street frontage. It is typically used in conjunction with other Liner Buildings to conceal surface or structured parking, or large-scale commercial buildings. These buildings may contain a variety of uses, including ground floor commercial, and upper-level offices or residential.</p>		<p>T4, T5, RMX, IC</p>

- 4: BUILDING DESIGN AND INFILL STANDARDS
4.5: BUILDING TYPES

<p>H. Large Footprint Building: This is a building that has a footprint greater than 20,000 square feet. It is a type often used by big-box, national retailers. In the T4 and T5 transect zones, they shall be integrated into the streetscape or screened with Liner Buildings.</p>		<p>T4, T5, RMX, IC, LI</p>
<p>I. Structured Parking: This is a multi-level parking deck that may take up all or a significant portion of a block.</p>		<p>T4, T5, RMX, IC, LI</p>
<p>J. Gas/Fuel Station: This is a building type that contains a series of fuel pumps in conjunction with a convenience or retail store.</p>		<p>T5, RMX</p>

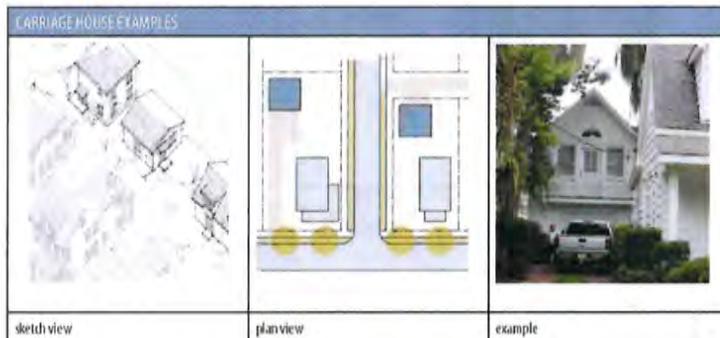
4.5.1 GENERAL

- A. The transect provides a framework for determining where specific types of buildings can be located. This section gives an overview of the most common building types in Beaufort, and where and how they are permitted based on their transect zone. Some building types are permitted in multiple zones, but have different requirements based on their district. In case of a conflict between this section and Article 2, whichever requirement is stricter shall take precedence.
- B. This section is not intended to limit the variety of buildings or stifle creativity. Other building types may be permitted by the Design Review Body, as specified in Article 9, if the building meets the guidelines and requirements of this Article.

4.5.2 APPLICABILITY

- A. The requirements of the districts, as stated in Article 2, shall apply to all building types, unless a more stringent requirement is listed as part of this section.
- B. Some of the building types listed have specific uses implied (e.g., Gas/Fuel Station) while others may be used flexibly for multiple uses.

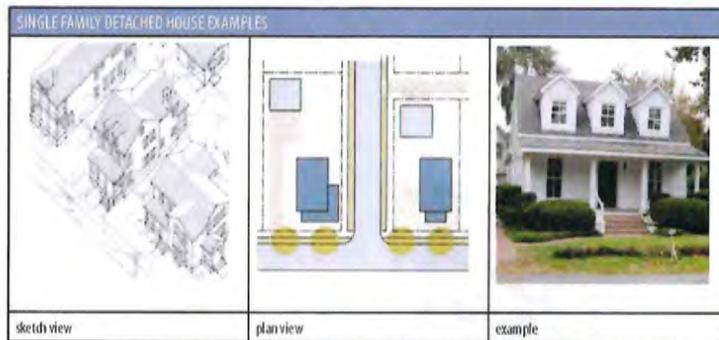
4.5.3 CARRIAGE HOUSE



- A. **Description:** This is an Accessory Structure that provides small, flexible living spaces adjacent to a main house (a.k.a. Accessory Dwelling Unit [ADU], Granny Flat). It is often used for rental housing, and may be free standing, or located above a garage or parking area.
- B. **Special Requirements:**
1. **Infrastructure:** The lot shall be served with public water and sewer.
 2. **Number allowed:** 2 per lot, ~~except in T3-S where 1 per lot is permitted.~~
 3. **Placement on the Lot:** The carriage house shall be located to the rear of the primary structure, or to the side as a secondary option, with the following exceptions:
 - a. Units may be placed at the front of a lot where the front of the primary structure is not the street, and the structure has clearly been designed to take advantage of unique site amenities, such as location on the water.
 - b. Units may be placed in the front of the lot where the prevailing character of the neighborhood has other similarly-placed units.
 4. **Frontage Type:** No frontage type is prescribed unless the building is close to the street; in which case, appropriate frontage types are: porch, stoop.
 5. **Maximum Number of Bedrooms:** 2.
 6. **Minimum Size:** 240 square feet in total area.
 7. **Maximum Size:** The footprint shall not exceed 50% of the footprint of the primary building, or 1,500 square feet, whichever is smaller. Conversions of existing accessory structures that exceed this maximum may be permitted if the administrator determines that there is no adverse impact on surrounding property.
 8. **Compatibility with Primary Structure:** Architectural details, including color, siding, roof pitch, window detailing, roofing materials, height, and foundation, shall be compatible with the primary dwelling unit.
 9. **Parking:** 1 parking space per Carriage House is required, and shall be clearly defined. See Section 7.3 for additional parking standards.

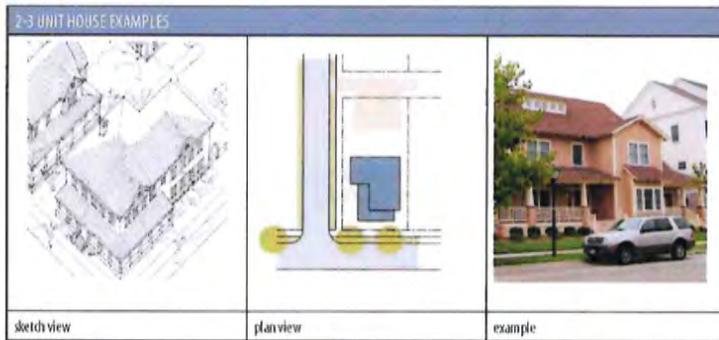
10. **Timing:** The carriage house(s) shall be permitted to be built prior to the primary structure on the lot if the following requirements are met:
- A sketch plan showing the potential build-out, including parking, of the site is required;
 - The size(s) must be appropriate to permit a primary structure without exceeding the maximum lot coverage; and
 - Materials of the future primary structure must coordinate with the carriage house.

4.5.4 SINGLE FAMILY DETACHED HOUSE



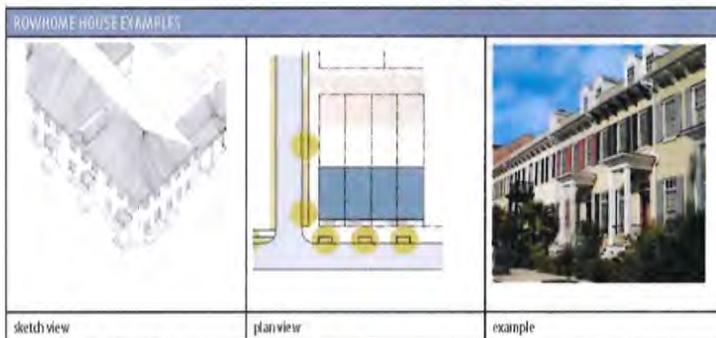
- A. **Description:** This is the predominant residential building type in Beaufort. This house sits on a private lot and can vary in size from a small cottage to a large mansion. Setbacks and frontage types vary by Transect Zone.
- B. **Special Requirements:**
- Frontage Types:** Common Yard, Porch, Stoop.

4.5.5 2-3 UNIT HOUSE



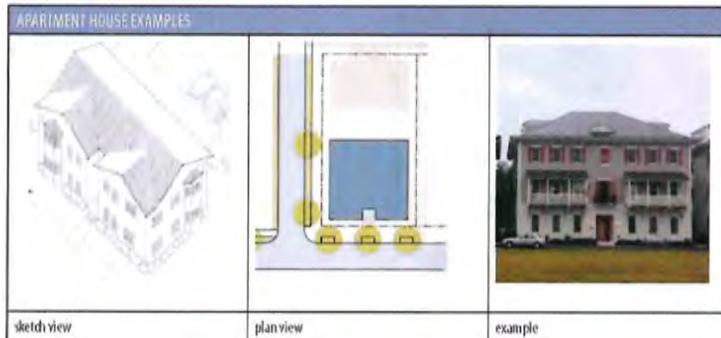
- A. **Description:** This house-form seamlessly fits into a predominantly single-family neighborhood, but contains multiple dwelling units. The units may be side-by-side, or stacked. They typically have separate entrances off of the street, but may share a common entrance. They are located under one roof and do not have parapets dividing the units.
- B. **Special Requirements:**
1. **Frontage Types:** Common Yard, Porch, Stoop.
 2. **Parking:** Parking must be well defined, located behind the building, and accessed off a side street or rear alley. On-site parking for all vehicles, including boats, must not be in front of the building. No variances to this provision are permitted.
 3. **Location, Specific to T3-N:** A 2-3 unit building is permitted in the following areas:
 - a. On a corner lot, or
 - b. Where alley access is provided; however, no more than 2 per block are permitted.

4.5.6 ROWHOME



- A. **Description:** This is an attached residential building type that is part of a series of other rowhomes with more than three units in a row. Three or fewer is considered a 2—3 unit building. Rowhomes may have parapet walls dividing the units, or be combined under one roof form. They are elevated above the street a minimum of 3 feet for privacy, and are typically accessed by stoops. They may also utilize the forecourt and porch frontage types.
- B. **Special Requirements:**
1. **Frontage Types:** Porch, stoop, forecourt.
 2. **Parking:** Parking must be well defined, located behind the building, and accessed off a side street or rear alley. On-site parking for all vehicles, including boats, must not be in front of the building.
 3. **Specific to T4:**
 - a. Rowhomes are not permitted in the Historic District, except in the Bladen Street Redevelopment District.
 - b. ~~Rowhomes are not permitted in T4 NA.~~

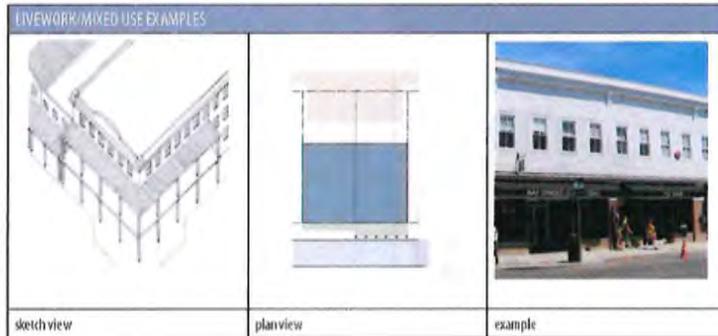
4.5.7 APARTMENT HOUSE



- A. **Description:** This is a larger-scale building (a.k.a. Multi-Family Building) that contains 4 or more dwelling units. They often occupy corner lots, or are located in combination to create their own blocks. The ground floor is raised a minimum of 18" for privacy.
- B. **Special Requirements:**
1. **Frontage Types:** Stoop, Forecourt, Balcony. Porches are not preferred, but may be used in buildings containing 12 units or less if they provide direct access to the unit from the street or sidewalk.
 2. **Building Entries:** In buildings with more than 6 residential units, all ground floor units facing a frontage line shall have individual entrances from that frontage line. Buildings with formal entry courtyards or lobbies are exempt from this requirement.
 3. **Parking:** On-site parking must be located behind the building and accessed off a rear alley.
 4. **Size:** The building width should not exceed 160 ft in any frontage except the T-5 UC zone. No portion of the building shall exceed 160 feet in any direction.
 4. **Specific to T4:**
 - a. In the Historic District, these are limited to 6 dwelling units per building.
 - b. Multi-family dwellings are not permitted in T4-NA.
 - c. In T-3, multi-family dwellings shall be limited to 6 dwelling units per building.

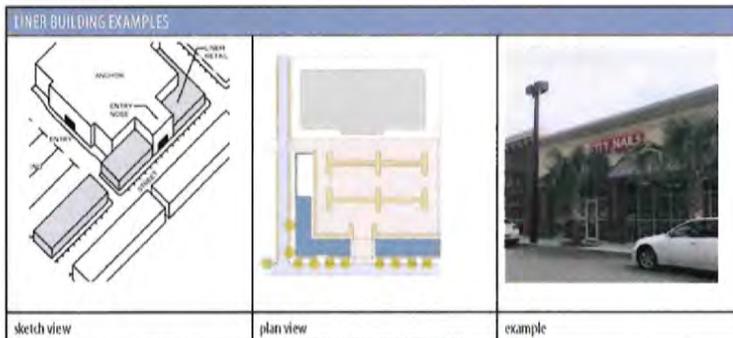
(Ord. No. O-21-19, 12-10-2019)

4.5.8 LIVEWORK/MIXED-USE



- A. **Description:** This is a building that buildings contains commercial space, typically at grade, with office or residential living, typically located on the upper level(s). They are typically attached, but may be freestanding structures. The ground floor has a substantial amount of glazing, and often utilizes the shopfront frontage type.
- B. **Special Requirements:**
1. **Frontage Types:** Forecourt, balcony, Shopfront/Awning, Gallery/Colonnade, Arcade.
 2. **Parking:** Parking must be located behind the building, and accessed off a rear alley.
 3. **Specific to T4-N and T4-NA:** When no retail frontage overlay exists, the ground floor is limited to office, artisan and trail-related uses only.
 4. **Specific to LI:** Drive-thru facilities are prohibited.

4.5.9 LINER BUILDING

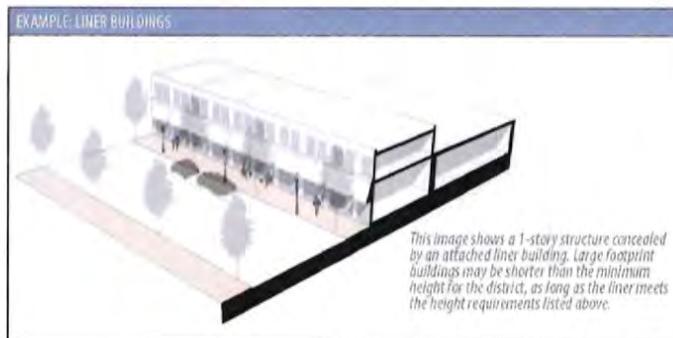


- A. **Description:** This is a shallow structure, typically ~~25-30~~ **40-60** ~~30-40~~ feet deep, which is placed close to the street frontage. It is typically used in conjunction with other Liner Buildings to conceal surface or

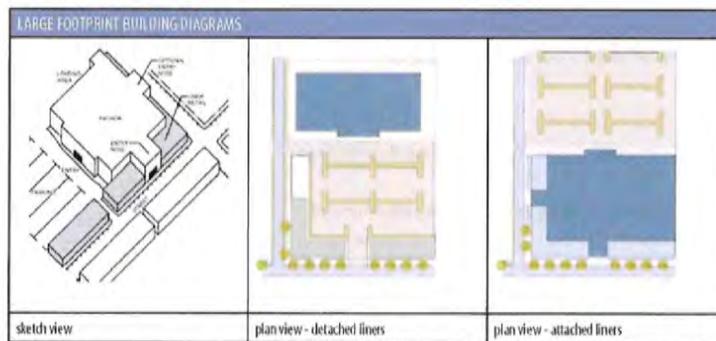
structured parking, or large-scale commercial buildings. These buildings may contain a variety of uses, including ground floor commercial, and upper-level offices or residential.

B. Special Requirements:

1. **Frontage Types:** Balcony, Shopfront/Awning, Gallery/Colonnade, Arcade.
2. **Frontage Build-Out:** 75 ~~60~~ % minimum.
3. **Height:** The minimum height for Liner Buildings is 1 story; however, when attached to another structure, it must be tall enough to conceal the building it is screening. Where Liner Buildings conceal a parking structure, the Liner Building shall be a minimum of 1 story; however it is preferred that it be built to such a height that the structure cannot be seen from the right-of-way.
4. **Connection:** Liner Buildings may either be detached from or attached to the building they are lining.



4.5.10 LARGE FOOTPRINT BUILDING



- A. **Description:** This is a building that has a footprint greater than 20,000 square feet. It is a type often used by big-box, national retailers. In the T4 and T5 transect zones, they shall be integrated into the streetscape or screened with Liner Buildings (see Section 4.5.9).

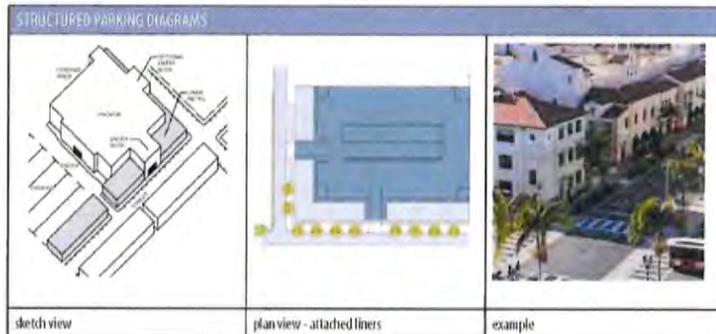
B. Special Requirements:

1. **Frontage Types:** Shopfront/Awning, Gallery/Colonnade, Arcade — Balconies may be used if there is true habitable space on the upper floor(s).
2. **Liner Buildings:** Liner Buildings (Section 4.5.9) are required in the T4 and T5 districts between the Large Footprint Building and the Primary Street frontage. They may be used in other districts to fulfill the requirements of this Code, such as height, entrances on the street, and parking location.
 - a. **Exceptions:** When a Large Footprint building provides an entry on the primary street frontage, and a minimum of 40% clear and unobstructed glazing along that street, liners are not required.
3. **Height:** Buildings may be 1 story in height on the interior of the block, but should be at least 2 stories in height along all Primary Street frontages (see Street Hierarchy Diagram in Appendix C). This may be accomplished with multi-story buildings, higher ceiling heights, parapets, and/or separate Liner Buildings. See Section 2.6.3 for more details on two-story building requirements.
4. **Entrances:** See Section 2.5.1 D.
5. **Location:** In the Historic District, except along Boundary Street, these are permitted by special exception only

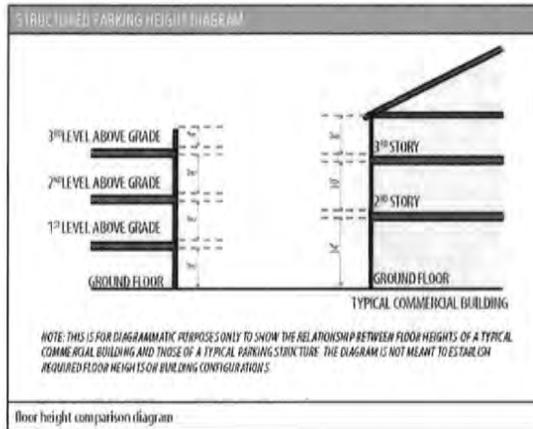


6. **Size:** Building footprints shall not be larger than a single block. Floor area of buildings shall not cantilever over public rights-of-way.
7. **Parking Location:**
 - a. **Specific to T4 and T5:** A minimum of 75% of all parking shall be located behind the primary building or a Liner Building.
 - b. **All other districts:** The majority of the parking spaces shall be located to the side or rear of the building, or behind a Liner Building.

4.5.11 STRUCTURED PARKING



- A. **Description:** This is a multi-level parking deck that may take up all or a significant portion of a block [deck](#).
- B. **Applicability:** These standards apply to all above-ground parking structures that front a public street or right-of-way.
- C. **General Requirements:**
1. **Screening Required:** Where an above-ground parking structure fronts a public street, the ground level shall be screened in such a way that cars are not visible from the street.
 2. **Materials:** Parking structure facades along pedestrian-oriented streets or primary pedestrian paths of travel shall be treated with high-quality materials, such as louvers, landscaped trellises, and/or crafted ornamental metal screens, to visually screen cars. The proportion should be broken down into bays that reflect the surrounding context.
 3. **Entries:** Pedestrian entries into the parking structure shall be clearly visible from the primary pedestrian paths of travel.
 4. **Bicycle Parking:** Parking structures shall provide bicycle parking within the structure. It shall be located on the level closest to the street and/or a primary building entrance.
 5. **Liner Buildings:** If liners exist, they should be designed according to the standards set out in Subsection E. below.
- D. **Height:** Each above-ground level counts as 75% of a story regardless of its relationship to habitable stories.
1. **Specific to T5-DC:** The maximum height at the property line shall not exceed 35 feet to the top of the parapet.



E. **Special Requirements Specific to Transect Zones:**

1. **Disposition:** Parking structures shall meet the required building setbacks except where Liner Buildings are required. In that case, parking structures should be set back from the property lines of the adjacent Primary Street(s) a minimum of 25 feet to reserve room for Liner Buildings between parking structures and the lot frontage— see Street Hierarchy Diagram in Appendix C for Primary and Secondary streets.
2. **Frontage Types:** Shopfront/Awning, Gallery/Colonnade, Arcade — Balconies may be used if there is true habitable space on the upper floor(s).
3. **Liner Buildings:**
 - a. Liner Buildings (Section 4.5.9) are required in the T4 and T5 districts along Primary street frontage(s). Where parking structures face more than 1 street, requirements for Liner Buildings at secondary frontages are at the discretion of the Design Review Body. They may be used in other districts to fulfill the requirements of this Code, such as height and parking location.
 - b. Exceptions to this requirement may be granted when lot width or depth is less than 140 feet. Where no Liner Buildings exist, along pedestrian-oriented streets, standards in Section 4.5.11 C.1. shall apply.
 - c. Liner Buildings may be constructed concurrently with the parking garage, or space may be reserved for their construction in the future.

4.5.12 GAS/FUEL STATIONS AND CAR WASHES



- A. **Description:** This building type contains a series of fuel pumps in conjunction with a convenience or retail store.
- B. **Building and Fueling Station Requirements:**
1. **Specific to T5-UC:**
 - a. The number of pumps shall be limited to ~~three~~ **3** — a maximum of six fueling positions — in the Historic District, ~~six pumps, for a maximum of twelve fueling stations in all other districts, and 6-8 pumps elsewhere.~~
 - b. The fueling stations shall be located behind the convenience store or a Liner Building. Outside of the Historic District, the fueling stations may be located to the side of the convenience store or Liner Building with the following provisions:
 - i. The building shall be located on a corner.
 - ii. The pumps shall be set back a minimum of 10 feet from the front line of the building and shall be screened with a landscape bed which shall be at least 10 feet in depth.
 - iii. The short side of the pumps shall be parallel to the Primary Street — see Street Hierarchy Diagram in Appendix C.
 - iv. The primary building shall be at least 2/3 as long (measured parallel to the street) as the distance along the longest line of pumps – see diagram in 4.5.12.B.2.a. The frontage build-out percentage shall be met by the convenience store and/or Liner Building.
 - v. Fueling stations shall not be located between the building and the adjacent street.
 - c. One or more pedestrian entries shall be located along the Primary Street frontage.
 2. **Specific to RMX and LI:**

- a. The primary building should be at least $\frac{2}{3}$ as long (measured parallel to the street) as the distance along the longest line of pumps — see the following diagram.



- b. The pumps should be located to the side or rear of the building where possible. They shall not be located between the building and the adjacent primary street. In cases where the pumps are located to the side of the building, the pumps, including the canopy, shall not project further toward the street than the front line of the building.
- c. **Corners:** On corner sites, significant architectural features, such as buildings or structures, should be provided at the corner.
3. **Kiosks:** Kiosk-type fuel stations, where a structure sits within the pump canopy, are not permitted unless they are located behind a Liner Building.
4. **Existing Facilities:** When pumps are proposed at existing facilities that do not meet these design standards for gas stations, a decorative wall not less than 3 feet in height shall be required along any side of the property adjoining a street.
- C. **Signage:** No signs shall be located on any canopy over the pumps.
- D. **Car Wash:**
1. The bay door(s) to the garage or car wash bay(s) shall not be visible from the Primary Street frontage.
 2. For a stand-alone car wash not associated with a fuel station, the opening of the bay door shall either face away from the Primary Street or be screened from the street with a Liner Building (Section 4.5.9).
- E. **Colors:** Buildings and canopies shall not be painted in a color or pattern that expresses corporate identity, to the extent that the paint color or pattern is not consistent with the design standards of the district. The use of highly reflective or glossy materials is prohibited.
- F. **Consistency:** All sides of a building shall express consistent architectural detailing and character. All site walls, screen walls, pump island and canopies, and other outdoor covered areas shall be architecturally integrated with the building by using similar material, color, and detailing.
- G. **Pump Design Guidelines:**
1. **Pump Canopy:**

a. Canopies with a pitched roof are ~~encouraged~~**required**. Multiple canopies or canopies that express differing architectural masses are encouraged. Canopy roofs, parapets and wraps must match the architecture and materials of the principle building.

b. All columns shall be wrapped in masonry or a similar material as the principal building, metal columns are prohibited.

b.c. Canopy ceiling shall be recessed.

e.d. Lighting:

i. Canopy lighting shall be recessed.

ii. The sides (fascias) of the canopy should extend below the lens of the fixture 12 inches to block the direct view of the light sources and lenses from property line.

iii. Any lighting mounted to the top or sides of the canopy, including outlining of canopies with light bands or tubes, is prohibited.

iv. Any freestanding light fixtures shall be a maximum 15 feet in height if the property abuts or is located within a Transect-based District.

2. **Pump Island:** The intent of this section is to encourage pump island designs that are well organized and consolidated to minimize visual clutter. Pump island components consist of fuel dispensers, refuse containers, automated payment points, safety bollards, and other appurtenances.

a. The color of the various components of the pump island, including dispensers, bollards, and all appurtenances, are encouraged to be muted.

b. The use of translucent materials and internally lighted cabinets is discouraged as finishes or as applied treatments at the pump island or on the canopy.

c. Either a pump island curb or bollard is recommended for the protection of dispensing units.

4.5.13 CIVIC BUILDINGS

Civic buildings contain uses of special public importance and may be located in any zoning district. They require special design standards as described below, but should also be compatible with the surrounding context. Civic buildings may include, but are not limited to, municipal buildings, churches, libraries, schools, hospitals, and public recreation facilities. Museums may sometimes be considered civic buildings. Civic buildings do not include day care facilities, retail buildings, residential buildings, and privately-owned office buildings.

A. **Placement:** In order to provide greater flexibility to create a special architectural statement, civic buildings are not subject to minimum or maximum setback requirements. Instead, building placement should be designed with consideration of the following guidelines.

1. Placement of civic buildings, depending upon program and site, can often benefit from being set back from the adjacent build-to lines of private development. This allows the scale of the building to have more visual emphasis and can create a public space in the foreground. The amount of this setback should be carefully determined, based on the urban design objectives of the particular site.

2. Buildings should be oriented toward the public realm (streets, squares and plazas) in a very deliberate way.

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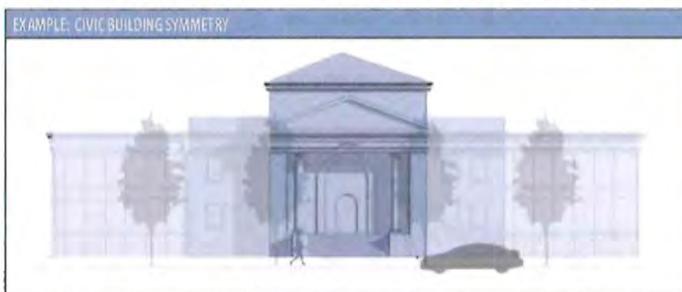
3. Civic buildings and their primary architectural elements should be placed at the termination of public vistas to provide an appropriate level of visual importance.



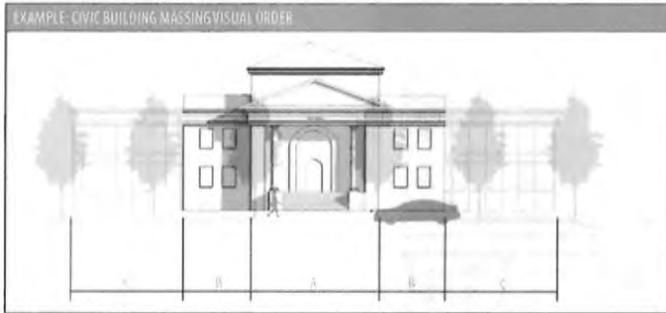
4. Entrances should always be located on the most prominent facade(s). Avoid entrances that are at the rear or are visually concealed.
5. Parking shall be located at the rear and/or side of the building. In general, parking location standards shall match the zoning district.

B. Massing:

1. The primary massing of civic buildings should be symmetrical in form. The appearance of a balanced design increases the level of formality, which is appropriate to the public use.



2. Massing of civic buildings, although often larger as a whole, should be divided into visually distinct sections. Massing divisions should provide visual order to the building and create vertical proportions within individual elements.



C. **Scale/Height:**

1. The scale of civic buildings should be larger and more monumental than corresponding buildings in order to be more prominent and visible across greater distances.
2. Floor-to-floor heights and architectural details should be proportionately larger than those of private buildings that exist or are anticipated within adjacent blocks.



3. Prominent roof forms and additive elements, such as cupolas, should be used to visually extend the height of the building.



D. Materials/Details:

1. Civic buildings should evoke a civic character and be carefully designed to reflect the architectural character of Beaufort.
2. Civic buildings should be made of durable, high-quality materials that create a sense of permanence and lend civic identity to the city. Preferred materials include brick, stone, and cast concrete. Stucco should only be utilized when applied over structural CMU.
3. Building details should be designed at 2 scales. At the larger scale, details should be robust, so as to be read from a distance. Nearer to the building, the details of the lower levels should include another measure of refinement that can only be seen up-close at a pedestrian scale.
4. Building design elements should be used which allow civic buildings to act as focal points of the community. Depending on the architectural style of the building, the following elements should be considered in the building design:
 - a. Pronounced window lintels/sills/mullions, etc.
 - b. Columns with a capital and base.
 - c. A water table constructed of high-quality masonry units (such as cast-in-place stone) that extends beyond the face of the facade.
 - d. Vertically oriented windows of at least a 2:1 ratio.
 - e. Cornice lines with significant depth and multiple levels of relief.
 - f. A monumental raised entryway.
 - g. A formal landscaped area or plaza.
 - h. A tower element with a turret, cupola, or similar treatment.

4.6: BUILDING DESIGN STANDARDS

4.6.1 GENERAL TO ALL APPLICABLE DISTRICTS (SEE 4.2.2)

- A. **Size, Mass and Scale:** The absolute size and scale of buildings and accessory structures (including canopies) shall be appropriate to the absolute size and scale of structures located adjacent to the proposed infill building in the neighboring context. For example, infill buildings should be no taller than the average building height of adjacent buildings on the block, all be no taller than the adjacent buildings' top-sill height.
- B. **Proportions of Bays and Openings:** All building bays, including porches, colonnades and porticos as appropriate, shall be square or vertical in proportion, unless the design merits a horizontally-proportioned opening. Wall openings, with the exception of transoms and storefronts, shall be square or vertical in proportion. The facade of a proposed building should draw upon the proportion and number of bays in surrounding buildings, as defined by windows, doors, and column spacing, to establish a compatible scale.
- C. **Building Materials:** Building wall materials shall be combined on each facade only horizontally, unless the building is broken vertically by a change of plane, or a vertical architectural element. Heavier materials, such as masonry and stucco, shall be located below lighter materials, such as cement fiber or wood siding.
- D. **Roof Forms:** Where pitched roofs exist, primary roofs shall have a minimum slope of 4:12, while ancillary roof slopes may be no less than 2:12.
- E. **Garages and Accessory Structures:** Attached garages, detached garages, and other accessory structures shall be subordinate in height, footprint, and proportion to the primary structure on the site, and shall be compatible with the principal structure in terms of roof form, materials, and color. Where a garage contains an accessory dwelling unit above, or in the case where an accessory dwelling sits above another accessory dwelling in a 2-story configuration, it may exceed the height of the primary structure.
- F. **Trash, Mechanical, Utility and Service Equipment and Areas:**
1. Loading docks, service areas, and trash disposal facilities (e.g., trash and recycling receptacles, compactors, dumpsters) shall be hidden or screened from view of streets, parks, squares, waterways, or significant pedestrian spaces. Loading areas may be oriented toward adjoining developed properties that are zoned for nonresidential uses, if such loading areas are screened from view. See Section 2.7.1 E. for specific provisions about these areas in the Historic District.
 2. With respect to the construction of new commercial buildings, ~~M~~mechanical equipment, such as ventilation systems, ~~commercial~~ exhaust fans, rooftop terminations, ~~commercial~~ cooling equipment, heating and air conditioning units, TV antennas, and satellite dishes, shall be hidden or screened from view. Lattice, open brick enclosures, or vegetation can be used to conceal ground-level mechanical equipment. Screening material shall be properly maintained. If vegetation is used for screening, the mature size of the vegetation shall be considered so that equipment air flow will not be compromised.
- G. **Colors:** Buildings and additional site elements — e.g., bollards, arbors, drive-thru canopies, sign posts — shall not be painted in a color or pattern that expresses corporate identify, to the extent that the paint color or pattern is not consistent with the design standards of the district. Fluorescent colors are

~~prohibited except where required by a public agency. such as ASHTO safety yellow may be used with the approval of the Administrator.~~ are also prohibited except where required by a public agency.

H Two Story Height Required at Significant Intersections: Specific to Zones T4-N and T5-UC, Two-story buildings are required within 250 feet of any Significant Intersection (see Street Hierarchy Diagram in Appendix C.3) as measured from the centerline of the intersection. Any parcel that is partially within the 250-foot radius will be required to comply with the two-story height requirements. This includes the following intersections:

<u>Hwy 170 and Boundary</u>	<u>Sams Point and Sea Island</u>
<u>Boundary and Ribaut</u>	<u>Parris Island Gateway and HWY 21</u>
<u>Charles and Bay</u>	<u>Carteret and Bay</u>
<u>Bladen and Boundary</u>	<u>Bladen and Bay</u>
<u>Ribaut and Depot</u>	<u>Ribaut and Allison</u>
<u>Ribaut and First Blvd.</u>	<u>Ribaut and Mossy Oaks</u>

H.I. Outdoor Display of Merchandise:

1. **Definition of "Merchandise":** For purposes of this section, merchandise is defined as any item that is for sale on the premises or is representative of an item that is for sale on the premises, regardless of whether or not that particular item is available for purchase.
2. **Arrangement, Location, and Type of Merchandise:**
 - a. **Arrangement:** Merchandise shall be arranged and spaced so as not to clutter the front of the property, as determined by the Administrator.
 - b. **Outdoor Merchandise:** Except in T5-DC, per Section 4.6.1 H.2.d., n, automobiles, trucks, boats, trailers, outdoor landscape structures (garden sheds, arbors, gazebos, etc.), plant materials, agricultural products, lawn maintenance equipment, and outdoor furniture may be displayed outdoors per the provisions of the zoning requirements of each district's section. Outdoor merchandise may remain outdoors when the business is closed.
 - c. **Indoor Merchandise:** Merchandise other than that typically used and stored outdoors may be displayed outdoors within a maximum of 5 feet from, and directly in front of building or the tenant space. Indoor merchandise shall only be displayed during business hours.
 - d. **Specific to T5-DC:**
 - i. **Display Hours:** All merchandise shall be displayed outdoors during business hours only.
 - ii. **Location:** All merchandise displayed outdoors shall be within 5 feet of the building and only in front of the building or the tenant space.
3. **Location:**
 - a. Merchandise shall not be placed on the public sidewalk or within the right-of-way without approval of the Administrator. If merchandise is displayed on any privately owned sidewalk, a minimum of 4 feet of the sidewalk as measured from the curb must remain open and unobstructed to facilitate safe pedestrian circulation.
 - b. Areas designated for vehicular parking may ~~not~~ be used as outdoor display areas temporarily for a time period not to exceed 48 hours with the approval of the Administrator.

-
- c. Merchandise shall not be displayed on public street furniture or landscaping.
 4. **Designation in Plans:** plans for new developments or reuse of an existing space shall clearly designate any areas for outdoor display of outdoor merchandise. Outdoor display of merchandise shall only occur in areas designated for such display on the approved plan.
 5. **Vending Machines and Realty Advertising Racks:** Vending machines, except newspaper boxes, shall be screened from view from the street. Realty advertising racks, and other street furniture visible from the public right-of-way shall not display any advertising or other commercial message, except where such advertising or commercial message is counted as a sign under Article 6 (Signs). These racks shall be constructed of wood or metal.
 6. **Gifts to the Street:** Items such as benches, planters, or other decorative elements that enhance a shopfront, may be displayed so as not to clutter the street, and as long as they meet the clearance requirements of merchandise listed above. These elements must be properly maintained and may not contain advertising of any kind.
 7. **Screening Requirements:** Outdoor merchandise may be displayed on the site behind buffers meeting the requirements the Required Buffer Width and Planting Chart in Section 5.5.1.

4. **Fencing:**

1. Chain link fencing is not permitted to extend past the front of any primary structure or be located along any street right-of-way. Chain link fencing is not permitted in the Historic District.
2. Barbed wire fencing is prohibited except in the LI district.

4.6.2 T1 DISTRICT STANDARDS

There are no specific standards for this district. The Administrator will determine whether the proposed development is compatible with the surrounding context and may choose to permit the appropriate Design Review Body to review the project. In the Historic District, any development in T1 districts shall be reviewed by the Historic Review Board.

4.6.3 SPECIFIC TO TRANSECT-BASED DISTRICTS (SEE 4.2.2)

A. **Building Materials and Details:**

1. Building walls shall be finished in 1 or more (but not more than 3) of the following materials:
 - a. Wood.
 - b. Fiber cement board siding, smooth finish.
 - c. Concrete masonry units with stucco (CBS).
 - d. Reinforced concrete with stucco.
 - e. Brick.
 - f. Tabby (or stucco with oyster shell aggregate, typ.).
 - g. Corrugated metal, which may be approved by the Administrator based on the surrounding context and location on the site.
 - h. Other materials as approved by the Administrator, based on visual compatibility with listed approved materials.
2. Visible foundation walls and chimneys shall be finished in one of the following materials:
 - a. Brick.

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- b. Stucco.
 - c. Tabby.
3. Columns may be constructed of the following materials:
- a. Wood.
 - b. Wood or fiber cement clad.
 - c. Cast iron.
 - d. Concrete with smooth stucco finish.
 - e. Cast stone with smooth finish.
 - f. Brick.
 - g. *Perma-cast.
 - h. *Other synthetic materials as approved by the Administrator, based on visual compatibility with listed approved materials.
4. Railings and balustrades may be constructed of the following materials:
- a. Painted wood.
 - b. Wrought iron.
 - c. *Aluminum.
 - d. *PVC.
 - e. *Other synthetic material as approved by the Administrator, based on visual compatibility with listed approved materials.
5. Doors shall be made of wood, metal, glass, or fiberglass*.
6. Roofs with visible pitches shall be constructed of the following materials:
- a. 25-year architectural dimension shingles.
 - b. Tile (clay, cement, natural or manufactured stone).
 - c. Nonreflective pre-finished metal.
 - d. Slate.
 - e. Reflective metal such as copper.
 - f. Other similar metals as approved by the Administrator.
7. The following materials are prohibited:
- a. Exposed concrete masonry units.
 - b. Vinyl Siding.
 - c. Plastic shutters.
 - d. Stone.
 - e. ~~Metal panels.~~
 - f. Day-glo, luminescent, iridescent, neon or similar types of color finishes.
 - g. Mirrored glass with a reflectivity of 20% or more.

h. Roofing.

- i. Plastic or PVC roof tile.
- ii. Nontraditional colors such as orange or purple.

8. **Exceptions:** In the Historic District, materials indicated with an asterisk (*) may or may not be permitted, on a context-specific basis, at the discretion of the Design Review Body.

B. **Roof Forms:**

1. **Specific to zones T4 and T5:**

- a. Permitted roof types include gabled, hipped, shed, barrel vaulted, flat, mono-pitch, and domed. Applied and partial (less than 3 sides) mansard roofs are not typically permitted but may be permitted at the discretion of the Design Review Body based on compatibility with the surrounding context, size, mass and scale of the structure.
- b. Shed, flat, and mono-pitch roofs shall be concealed with parapets along the street frontage, except on porches, balconies, or building extensions.
- c. Downspouts and gutters should be galvanized steel, aluminum, or copper and shall match in materials and finish.
- d. Roof penetrations shall be hidden or painted to match the color of the roof.
- e. Skylights must be flat to the pitch of the roof. In the Historic District and T5 districts, they shall not be located on any sloped roof facing the primary frontage.

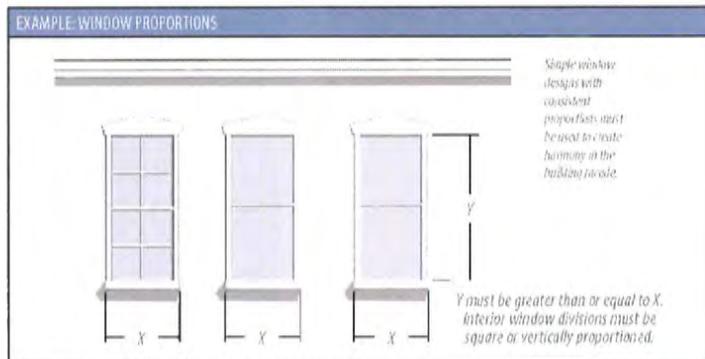
C. **Windows and Doors:**

- 1. ~~Transparency~~**Fenestration, specific to zones T4 and T5:** Any commercial or mixed-use building elevation facing a street, waterway, or primary parking area public space shall include a minimum of 40% of ~~transparent~~ fenestration (windows and doors) on the ground floor and 20% on upper floors. Fenestration shall be transparent, or allowing light to pass through, to the primary public way, waterway or primary parking area. In cases where a fully transparent is difficult to achieve, the Administrator or Planning Commission with approval discretion may allow spandrel Glass to fulfil transparency requirements in T4 and T5 zones, should the spandrel glass be backlit by lot voltage light. Apartment Houses shall conform to these requirements as much as possible, however the minimum percentage of transparent fenestration on the ground floor of any structure may be adjusted at the discretion of the ~~Design Review Body~~Planning Commission. It shall not be reduced to lower than 30%. ~~Spandrel Glass may be used to fulfil transparency requirements in T4 and T5 zones.~~



2. Proportion and Details:

- a. Windows shall not be flush with exterior wall treatments. Windows shall be provided with an architectural surround at the jambs and header, and a projecting sill.
- b. Window openings may be grouped horizontally, but trim between windows shall be at least 3.5 inches wide. This does not apply to storefront windows.
- c. **Specific to zones T4 and T5:**
 - i. Facades should have several window sizes with smaller ones above. This is particularly important when buildings rise more than 2 stories.
 - ii. Thin mullions or muntins are encouraged shall be required on windows larger than 2 feet in any direction, except for shopfronts. The depth of the mullion should shall not be less than the width.



D. Architectural Details:

1. **Shutters:** Shutters shall be sized and placed so as to equal the width that would be required to cover the window opening. Operable shutters are preferred. Metal or composite shutters may be approved by the Code Administrator or Planning Commission.

a. ~~Specific to zones T4 and T5: Shutters must be operable and have all appropriate hardware.~~

2. **Column Bays:** Columns and piers shall be spaced no farther apart than they are tall. Column bays shall be of equal and precise proportions, unless it is determined by the Code Administrator or Planning Commission that the spacing would complement the architectural style of the proposed use, and would not be detrimental to the surrounding neighborhood or buildings.

3. **Specific to zones T4 and T5:**

- a. Cornices are required to delineate the tops of facades. Expression lines are required to delineate the divisions between the first floor and upper floors. Cornices and expression lines should either be a molding extending a minimum of 2 inches, or a jog in the surface plane of the building wall greater than 2 inches. Cornice or eave height shall be consistent with the dominant cornice or eave height of buildings on the same block.
- b. The elevation of the first floor and floor-to-floor heights shall be compatible with the expression of floors in the facades buildings on the same block.



c. Buildings shall have a base, wherein the bottom is articulated differently from the rest of the building, either by change of material or a setback. Material and craftsmanship on the base shall be as or more durable and of equal or higher quality than the rest above. For single-family detached dwellings, the base consists of the porch and/or primary entry.

4.6.4 SPECIFIC TO CONVENTIONAL DISTRICTS (SEE SECTION 4.2.2)

A. Building Materials and Details:

1. Building walls shall be finished in 1 or more (but not more than 3) of the following materials:
 - a. Wood, painted or natural.
 - b. Fiber cement board siding, smooth finish.
 - c. Concrete masonry units with stucco (CBS).
 - d. Reinforced concrete with stucco.
 - e. Brick.
 - f. Tabby (or stucco with oyster shell aggregate, typ.).
 - g. Corrugated metal.
 - h. Other compatible and authentic materials as approved by the Administrator.

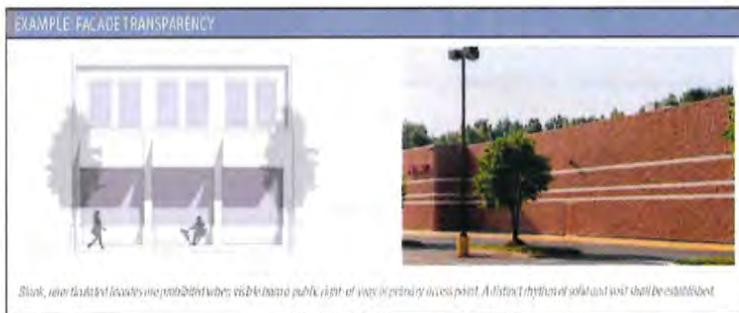
2. **Specific to LI District:** Building walls not visible from a public right-of-way may be finished in metal or exposed CMU block, in addition to the materials listed above.
3. Visible foundation walls and chimneys shall be finished in 1 of the following materials:
 - a. Brick.
 - b. Stucco.
 - c. Tabby.
 - d. Specific to LI District: Painted CMU block is permitted.

B. Roof Forms, Specific to RMX and IC Districts:

1. In general a slope of 4:12-12:12 is appropriate for primary roofs, while ancillary roof slopes may be 3:12-5:12.
2. Permitted roof types include gabled, hipped, shed, barrel vaulted, flat, mono-pitch, mansard, and domed. Applied and partial (less than 3 sides) mansard roofs are not typically permitted, but may be at the discretion of the Design Review Body based on compatibility with the surrounding context, size, mass and scale of the structure.
3. Shed, flat, and mono-pitch roofs shall be concealed with parapets along the street frontage.
4. **Specific to IC District:**
 - a. Downspouts and gutters are to be galvanized steel, aluminum, or copper. Downspouts and gutters are to match in materials and finish.
 - b. Chimneys shall have a masonry exterior finish.
 - c. Roof penetrations shall be hidden or painted to match the color of the roof.
 - d. Skylights must be flat to the pitch of the roof and shall not be located on any sloped roof facing the primary frontage.

C. Windows and Doors:

1. **Transparency, Specific to RMX and IC Districts:** Building elevations that face the street shall have at least ~~43~~²⁵~~0~~% of the first-floor wall area consist of windows and/or doors, and 15% of upper floors.



D. Massing and Articulation:

1. Building footprints shall not be larger than a single block. Where there is not a defined block structure in the area, see [Section 4.3.2 B.](#) and Section 7.2.2 B. for additional standards.
2. Facades that are visible from streets, parks, squares, waterways, significant pedestrian spaces, or primary vehicular access points or parking areas:
 - a. Shall not include expanses of blank walls (without any transparent windows or doors) of ~~20~~ **35** linear feet or greater.
 - b. Shall be divided into architecturally distinct sections (or bays) with similar proportions. The bays should average no greater than 35 linear feet wide through the use of different architectural divisions or elements such as pilasters, columns, and/or changes in wall depths or floor and roof levels.
 - c. Shall be in harmony with each other in terms of scale, proportion, detailing, material, color, and design.
3. On corner lots, distinct roof or building elements shall be utilized, such as porches, canopies, Arcades, or towers. Buildings may be aligned to create public gathering spaces, while conforming to the building placement and orientation requirements set out in Section 2.5.1 C.



E. **Architectural Proportions and Details:**

1. All buildings shall have a clearly discernible base, body, and cap, with masonry soldier courses or other horizontal expression lines separating each element.



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2. Cornices are recommended to delineate the tops of facades. Expression lines are recommended to delineate the divisions between the first floor and upper floors.
 3. **Colors:** Recommended colors are traditional historic colors, earth tones (greens, tans, light browns, terra cotta, grays, pale primary and secondary colors, and white and cream tones). Trademark colors are considered signage and will be counted as such unless they are consistent with the color palette as previously described.
- F. **Additional Guidelines Specific to IC District:** All buildings constructed as part of a campus may be subject to the guidelines for civic building outlined in Section 4.5.10, or shall be held to standards similar to the requirements in the surrounding context.

4.6.5 MANUFACTURED HOME PARK DISTRICT STANDARDS

The following standards shall apply to all development within the Manufactured Home (MH) Park District:

- A. **Site Size:** Parcels shall be a minimum of 5 acres with a minimum width of 150 feet.
- B. **Infrastructure:** The site shall be served by public water and sewer facilities.
- C. **Maximum Density:** 7 manufactured home units per acre.
- D. **Minimum Space Per Unit:** 40 feet in width, and 4,000 square feet of area which shall be clearly defined.
- E. **Minimum Unit Spacing:** 20 feet of clearance between only those MHs parked end to end and any building located within the park.
- F. **Open Space:** Required dedication of open space shall be in accordance with the provisions of 7.4.
- G. **Subdivision:** All lots-regardless of whether they are proposed for sale or lease-shall undergo Subdivision Review (Section 9.9).
- H. **Posting:** The "certificate of occupancy" shall be conspicuously posted in the office or on the premises of the MH District.
- I. **Administrative Procedures:**
 1. A proposed Manufactured Home Park must be rezoned to the MH Park District through the amendment process in Section 9.16 (Amendments).
 2. **Effect of Approval:** If approved by city council, all information pertaining to the proposal shall be adopted as an amendment to this Code as the standards of development for the particular MH Park District.
- J. **Permanent Installation:**
 1. MHs shall be attached to a permanent foundation of brick, concrete, framing, or block that is unpierced, except for required ventilation and access or for flood hazard construction.
 2. Any tongue, axles, running lights, and removable towing apparatus must be removed prior to the issuance of a certificate of occupancy.
- K. **Entrances:**
 1. At the main entrance, there shall be an entryway transition, such as a porch or stoop, that is a minimum of 6 feet by 6 feet.
 2. Stairs, porches, entrance platforms, ramps, or other means of access shall be attached to the structure and anchored securely to the ground.
- L. **Roof Form and Materials:**

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1. Roofs shall have a minimum eave projection and roof overhang of 6 inches, not including the gutter.
 2. Roofs must be covered with a material that is customarily used on site-built dwellings. Aluminum or metal roofing is not permitted unless standing seam metal roofing or metal shingles are used.
- M. **Wall Materials:** Exterior siding shall be wood, vinyl, metal horizontal siding, brick, fiber cement board, stucco, or similar materials. Smooth, ribbed, or corrugated metal or plastic panels, exposed plywood, and materials with a high-gloss finish are not permitted.

4.7: HISTORIC DISTRICT INFILL DESIGN GUIDELINES

4.7.1 APPLICABILITY AND INTENT

The following principles shall be considered by the HRB for new construction within the Historic District overlay. The intent of these principles is to protect the integrity and coherence of the Historic District, and to provide clarity and consistency for developers, designers, and regulators.

4.7.2 PRINCIPLES FOR COMPATIBLE INFILL

- A. **The District is the Resource, Not Only Its Individual Parts:** Beaufort is comprised of a number of individually significant buildings. Additionally, Beaufort's historic areas are significant as a collective whole, and shall be considered as such and protected in their entirety. This is the primary, overarching principle.
1. New construction and rehabilitation of an existing contributing structure shall respond to and protect the integrity of the overall Historic District in much the same way as an addition does to a historic building.
 2. The integrity of the district — why, where and when a property is important — shall be upheld in all new construction and rehabilitation projects. Guidelines for determining integrity are as follows:
 - a. **Location:** This is the relationship between the property and its historical context.
 - b. **Design:** This is the combination of elements that create the feeling of a district or structure. These elements include building patterns, streetscapes, site elements, building size, mass and scale, spatial relationships, and specific architectural elements and details.
 - c. **Setting:** This is the physical environment of a property, and should be evaluated on its context as well as on the historical role the property has played and continues to play. Important features include topography, vegetation, man-made features, and relationships between existing structures and their surroundings.
 - d. **Materials:** These are the physical elements that make up a property or district.
 - e. **Workmanship:** This is the physical evidence of the crafts of a particular culture or time period. This particularly applies to rehabilitation projects, but for new infill projects, workmanship of surrounding structures should be considered and respected. Retaining the details of the original craft and craftsman (i.e., wood, masonry, tabby etc.) of the original building ensures the historic fabric is retained and serves as an important component of the integrity and the patina of age of individual structures and the district as a whole.

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- f. **Feeling:** This is the property's expression of the aesthetic or historic sense of a particular period of time. This particularly applies to rehabilitation projects, but for new infill projects, the feeling of surrounding structures should be considered and respected.
 - g. **Association:** This is the direct link between an important historic event or person and a property. This particularly applies to rehabilitation projects, but for new infill projects, association of particular sites and neighborhoods should be considered.
- B. **New Construction Shall Reinforce the Historic Significance of the District:** Infill buildings should relate to and strengthen the core characteristics of the district, as identified in the National Register nomination's "Statement of Significance."
- 1. New construction should build upon the history and established pattern of the district through its design, landscape, use, and cultural expression. An understanding of the character and significance of the district should predicate any design or development activities.
 - 2. If applicable, cultural expressions and/or historic uses within the district may be considered in design or development activities.
- C. **New Construction Shall Complement and Support the District:** The Historic District has a distinct rhythm of massing, scale, and siting. Infill buildings should not deviate in a detracting manner from these elements, but appear as complementary members of the district.
- 1. Lot size, massing, siting, floor area ratio, and height must correspond and be no taller than the average sill height of the adjacent buildings that contribute to or complement the rhythm of the district.
 - 2. The use of buildings will be secondary to their design and integration into the district. However, newly introduced uses should not be detrimental to the historic fabric.
 - 3. All new construction should **MUST** follow the Beaufort Preservation Manual and all supplements and updates.
- D. **Infill Shall Be Compatible Yet Distinct:** New buildings should be identifiable as being of their period of construction; however, they should not be so differentiated that they detract from - or visually compete with - their historic neighbors. Within historic districts, compatibility is more important than differentiation.
- 1. Because the district is the resource, the reconstruction of buildings that existed within the district during the period of significance is allowed. Reconstructions shall be done in accordance with the Secretary of the Interior's "Standards for Reconstruction."
 - 2. Style is discouraged from being the primary indicator of differentiation.
 - 3. Means of differentiation may include materials, mechanical systems, and construction methods.
- E. **The Exterior Envelope and Patterning of New Buildings Shall Reflect District Characteristics:** Infill design elements, patterning, texture, and materials should reflect the aesthetic and historic themes of the district.
- 1. Patterns of fenestration, building divisions, setbacks, and landscapes that are characteristic of the district should inform the design of new buildings.
 - 2. Mechanical and automobile infrastructure should be appropriately concealed when not consistent with the district's character.
- F. **Contributing Buildings Should Not Be Demolished to Create Infill Opportunities:** Properties deemed contributing in the "1997 Beaufort County Above Ground Historic Sites Survey," or in the most recent

historic resources survey, should not be removed or rendered non-contributing to make way for new construction.

- G. **Archeological Resources Shall Be Preserved in Place or Mitigated:** When new construction disturbs or affects archaeological resources, mitigation measures should be taken such that the history of a the site can be traced. See Section 8.3 for archeological assessment requirements.
1. Archeological mitigation must conform to local, state, and federal laws and accepted professional standards.
 2. When appropriate, archaeological mitigation should be accessible to the general public in an educational capacity.
 3. Information yielded from archaeological mitigation should be interpreted in the new building and throughout the district.

