



## **Town of Beaufort, NC**

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### **Town of Beaufort Planning Board Regular Meeting 6:00 PM Monday, July 15, 2024 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Minutes**

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#### **Call to Order**

Chair Neve called the July 15<sup>th</sup>, 2024 Planning Board meeting to order at 6:00 p.m.

#### **Roll Call**

The Secretary conducted the roll call for the meeting.

Members Present: Ryan Neve, Chair; Diane Meelheim, Vice-Chair; Becky Bowler, Vic Fasolino, Clark Patton, Jeff Vreugdenhil

Members Absent: George Stanziale

A quorum was declared with six members present.

Town Staff Present: Mr. Kyle Garner, Planning Director; Mrs. Michelle Eitner, Town Planner; Mr. Arey Grady, Town Attorney; Mr. Jason Brinson, IT Director; Ms. Laurel Anderson, Board Secretary

#### **Agenda Approval**

Chair Neve asked if there were any changes to the Agenda and hearing none, asked for a motion.

*Member Bowler made the motion to approve the agenda and Member Patton made the second. Chair Neve took a vote that was unanimously approved.*

*Voting yea: Chair Neve, Vice-Chair Meelheim, Becky Bowler, Vic Fasolino, Clark Patton, Jeff Vreugdenhil*

#### **Minutes Approval**

1. PB Draft Minutes for 052024

*Member Fasolino made the motion to approve the Minutes and Member Patton made the second. Chair Neve took a vote that was unanimously approved.*

*Voting yea: Chair Neve, Vice-Chair Meelheim, Becky Bowler, Vic Fasolino, Clark Patton, Jeff Vreugdenhil*

## **Public Comment**

Chair Neve then asked if anyone would like to speak. There were no public comments.

## **New Business**

1. #24-09 To recommend to the Board of Commissioners approval or denial of the proposed Preliminary/Final Plat of 153 Kelly Lane

Mrs. Eitner gave the Staff Report and noted that the address should be corrected to Kelly Drive. She explained the request was to subdivide a 7.32-acre tract into two tracts. Tract A is 4.97 acres and contains an existing single-family home and Tract B is 2.35 acres and contains an existing accessory structure which will become a single-family home.

The Board asked questions regarding easements and maintenance of Kelly Drive.

Jonathan McDanial of Tidewater Associates discussed the maintenance of Kelly Drive among the three property owners; the third property owner not being associated with the requested subdivision.

*Member Fasolino made the motion to approve as presented and Member Bowler made the second.*

*Chair Neve took a vote that was approved.*

*Voting yea: Chair Neve, Vice-Chair Meelheim Becky Bowler, Vic Fasolino, Clark Patton*

*Voting nay: Jeff Vreugdenhil*

2. Case #24-08 To Recommend to the Board of Commissioners approval, approval with stated condition, or denial of the Special Use Permit (SUP) Request for Dry Boat Storage at 609 Highway 101

Mrs. Eitner gave the Staff Report and explained the request was a Special Use Permit (SUP) for boat storage on a 13.36-acre tract between Copeland Road and Highway 101, with ingress and egress off both roads. The project includes the following proposed components: 239 unpaved parking spaces, two concrete driveway entrances, 20-foot-wide gravel driveways and drive aisles, 12-foot tall downward-facing pole lights, a washdown area, a fire hydrant, and a 21-foot landscape buffer. She noted that the northwest corner was in the AE6 floodplain hazard area but the floodplain manager had reviewed the project and confirmed that this type of low-intensity development was a good commercial use of the area.

There were Board questions regarding tree preservation, regulation of land disturbance, landscape buffers, airport expansion, and the possible need for acceleration and deceleration lanes.

The applicant, Tom Owens, and John Wade, Arendell Engineering, discussed the non-conflict with airport expansion, NCDOT permits for acceleration and deceleration lanes, existing drainage ditches and their maintenance, the landscape buffer, and signage.

The Board discussed the following possible conditions: including native shrubs and trees in the landscape plan, maintenance of the ditches and the topography, boat storage traffic moving on and off of Highway 101, and signage.

*Member Vreugdenhil made the motion to approve and forward to the Board of Commissioners with the following conditions:*

- *The site plan be provided*
- *Ensure that the drainage ditches are adequately maintained*
- *Provide a 4'x8' (or smaller) ground-mounted monument sign at each entrance*
- *Landscaping buffer should be provided by a mix of NC native species*

*Vice-Chair Meelheim made the second and Chair Neve took a vote that was unanimously approved.*

*Voting yea: Chair Neve, Vice-Chair Meelheim, Becky Bowler, Vic Fasolino, Clark Patton, Jeff Vreugdenhil*

### **Commission / Board Comments**

Member Patton requested DOT permits and approvals be submitted with the application.

### **Staff Comments**

Mr. Garner thanked the Board members who worked with the Unified Development Ordinance (UDO) consultant White and Smith and noted that Town Planner Ms. Eitner had led the meetings exceptionally well. He also noted that regarding DOT permit submissions with applications, some applicants will have received approvals and some will not.

### **Adjourn**

*Member Vreugdenhil made the motion to adjourn and Vice-Chair Meelheim made the second. Chair Neve took a vote that was unanimously approved.*

*Voting yea: Chair Neve, Vice-Chair Meelheim, Becky Bowler, Vic Fasolino, Clark Patton, Jeff Vreugdenhil*

Chair Neve then declared the meeting adjourned at 7:15 p.m.

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Ryan Neve, Chair

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Laurel Anderson, Board Secretary

