



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Planning Board Regular Meeting 6:00 PM Monday, June 16th, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Minutes

Call to Order

Chair Neve called the June 16th, 2025 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; George Stanziale, Vice-Chair; Becky Bowler, Vic Fasolino

Members Absent: Tammy Hunsucker, Clark Patton, Jeff Vreugdenhil

A quorum was declared with four members present.

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

Agenda Approval

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

Voting yea: Chair Neve, Vice-Chair Stanziale, Becky Bowler, Vic Fasolino

Minutes Approval

1. PB Draft Minutes 051925

Member Fasolino made the motion to approve the minutes and Member Bowler made the second. Chair Neve took a vote that was approved.

Voting yea: Chair Neve, Becky Bowler, Vic Fasolino

Abstained: Vice-Chair Stanziale

Public Comment

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

New Business

1. Case #25-10 Annie L Jones Co 1600/1612 Live Oak Street Preliminary & Final Plat

Mrs. Eitner gave the Staff Report to recommend to the Board of Commissioners approval or denial of the proposed subdivision preliminary & final plat of 1600/1612 Live Oak Street. There are 3.65 total acres, subdivided into two tracts of 1.45 acres on tract 1 and 2.2 acres on tract 2, with McDonald's to purchase tract 1 which they currently lease. There is an on-site stormwater retention pond established for both lots to be maintained jointly. There is no development currently planned as a result of this subdivision. He showed the proposed subdivision and existing conditions, with a red dashed line illustrating the proposed division.

Josh Edmundson, Tidewater Associates, explained that the stormwater pond maintenance would be equally shared between the owners of the two properties.

Member Vreugdenhil arrived at the meeting and participated in the discussion from that point forward.

Vice-Chair Stanziale made the motion to recommend approval and Member Bowler made the second. Chair Neve took a vote that was approved.

Voting yea: Chair Neve, Vice-Chair Stanziale, Becky Bowler, Vic Fasolino, Jeff Vreugdenhil

2. Case #25-11 Enclave @ Beaufort Club – Preliminary Plat

Mr. Garner gave the Staff Report to subdivide a 25.93-acre tract into 84 lots, 79 for single family residential and 5 lots for open space - 2.02 acres of open/recreation space which is more than the 1.69 acres required. This site is part of the original Planned Unit Development from the early 2000's and was originally labeled as Parcel "B" on the original master plan. On November 25th, 2024, the Board of Commissioners approved sewer allocation for the Enclave in the amount of 12,600 gallons per day and placed a condition that the final plat will not be approved until the agreed upon second point of access is provided from Cedar Avenue through Windswept Lane. Mr. Garner noted the Town's Technical Review Committee has thoroughly reviewed these plans for consistency with Town design specifications.

The Board discussed the proposed second road access between Windswept Lane and Cedar Avenue, the ongoing maintenance of the sidewalks and the roads, street tree and sidewalk requirements. Member Vreugdenhil stated that he wanted to see the design of the secondary point of access road through Cedar Avenue and his concerns about the approval process and timing of infrastructure development and tree preservation and removal of existing trees shown on the submitted map. Mr. Garner clarified that the streets and sidewalks would be maintained by the Town of Beaufort and Cedar Avenue is a state road and is not owned by Beaufort Club.

Steve Saieed, property co-owner, then answered questions and first discussed the secondary road. He assured the board that they owned all the necessary property for the development up to the access road. Mr. Saieed stated that the new road will be built to the Fire Marshal's specifications and the lots will not be recorded until the Cedar Avenue access is completed and accepted by the Town. Member Vreugdenhil then noted that trees had already been cleared in the new subdivision area before plat approval was obtained. Member Fasolino asked if there was a landscape plan and if street trees would be installed. Mr. Saieed stated that each builder was responsible for landscape plans when they submitted architectural plans. He went on to say that they planned to plant crepe myrtles every 40 feet along the street but that was not a condition of the submission.

Member Bowler expressed concern about construction traffic coming in and out of the current entrance and Mr. Saieed said the entrance would be upgraded through working with the state.

Vice-Chair Stanziale requested that street trees be considered and Mr. Saieed committed to planting two live oak trees or other

native trees per lot.

The Board expressed concern about the design of the secondary road not being shown or built before the subdivision is complete, especially as that is the condition to obtain the sewer allocation. In answer to the concern that the existing Cedar Avenue road is not up to the standards for a fire road, Mr. Garner stated that it is an NCDOT road built to their specifications and maintained by them. He also explained that the condition was already placed by the Board of Commissioners which was part of the sewer allocation negotiation by the developer.

Member Bowler asked what work could be completed by the developer if the preliminary plat is recommended to be approved. Mr. Garner explained that state permits must be in place and then they can begin work on infrastructure. Member Bowler then asked if and how potential buyers on Windswept Avenue would know that their lots may be adjacent to the new road and Mr. Saieed later answered that builders were aware and had been told to inform their buyers. Mr. Vreugdenhil asked if the homeowners on Cedar Avenue knew that the new road would be cutting into their road and Mr. Saieed stated he did not know. Member Vreugdenhil explained that the new road should have been included in the preliminary plat and he would have felt more comfortable approving it if it had been. After further discussion he asked Mr. Saieed if he had written assurance from DOT that they had no issues with the new access road and Mr. Saieed stated he did not but he did not forecast any problems with DOT. Mr. Garner explained that if they did not receive DOT approval then they would lose sewer allocation.

After further discussion, Member Vreugdenhil made the motion to recommend approval contingent upon a following preliminary and final plat approval for access to Cedar Avenue before approval of a final plat and Vice-Chair Stanziale made the second. Chair Neve took a vote that was approved.

Voting yea: Chair Neve, Becky Bowler, George Stanziale, Jeff Vreugdenhil

Voting nay: Vic Fasolino

Vice-Chair Stanziale made a motion for a recommendation that the developer consider planting two street trees such as oaks or other native trees every 40 feet and Member Bowler made the second. Chair Neve took a vote that was approved.

Voting yea: Chair Neve, Becky Bowler, Vic Fasolino, George Stanziale, Jeff Vreugdenhil

Commission / Board Comments

Member Fasolino reminded the Board of the Unified Development Ordinance Steering Committee meetings on Friday and at the Farmer's Market on Saturday. Chair Neve mentioned addressing the requirement for applicants to map all the trees and then cutting them down before approvals are received in the new UDO. Mr. Grady stated that the current LDO states that no development shall occur until all approvals are in hand, noting that the definition of development is broad and includes moving one grain of sand. There was discussion regarding enforcement and notices of violations in these matters and the definition of timbering rather than clearcutting.

Chair Neve expressed a concern that all the Board's motions be conveyed to the Board of Commissioners and not paraphrased.

Staff Comments

Mr. Garner asked the Board to stay engaged with the UDO and Mrs. Eitner gave a brief overview of the upcoming Community Conversations.

Adjourn

Member Vreugdenhil made the motion to adjourn and Member Stanziale made the second. Chair Neve took a vote that was unanimously approved.

Voting yea: Chair Neve, Becky Bowler, Vic Fasolino, George Stanziale, Jeff Vreugdenhil

Chair Neve then declared the meeting adjourned at 7:33 p.m.

Ryan Neve, Chair

Laurel Anderson, Board Secretary