Town of Beaufort, NC
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Town of Beaufort Planning Board Regular Meeting
6:00 PM Monday, July 20th, 2026
Train Depot, 614 Broad Street
Minutes

Call to Order

Chair Neve called the July 20th, 2026 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; Vic Fasolino, Cameron White

Members Absent: Tammy Hunsucker, Clark Patton, Jeff Vreugdenhil

A quorum was declared with four members present.

Town Staff Present:

Kyle Garner, Planning Director
Charlie Rocci, Senior Planner
Michelle Eitner, Planner
Brad Fockler, Code Enforcement Officer
Arey Grady, Town Attorney
Laurel Anderson, Board Secretary

Agenda Approval

Vice-Chair Stanziale 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, Vic Fasolino, Cameron White

Minutes Approval

1. PB Draft Minutes 061526

Vice-Chair Stanziale made the motion to approve the minutes as presented and Member Fasolino made the second. Chair

Neve took a vote that was unanimously approved.

Voting yea: Chair Neve, Vice-Chair Stanziale, Vic Fasolino, Cameron White

Public Comment

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

New Business

1. Case #26-15 309 Pollock Street Rezoning R-8 to TCA

Mr. Garner presented Case #26-15, a request by applicant Jack Taylor to rezone 309 Pollock Street from R-8 (single-family residential) to TCA (Townhome Condominium and Apartment). The subject parcel is a vacant lot of approximately 0.25 acres with a lot width of 55.28 feet, as established by survey. Mr. Garner noted that this lot is already existing nonconforming in the R-8 district, as it falls below the required 60-foot minimum lot width. The current CAMA Land Use Plan designates the property as Traditional Neighborhood Residential; approval of the rezoning would require a CAMA amendment to Compact Multifamily.

Mr. Garner highlighted several contextual factors supporting the request: 312 Pollock Street, directly across the street, was rezoned from R-8 to TCA in August 2022; multifamily units exist to the north along Pollock Street; and a duplex - itself a nonconforming use - is located directly across from the subject property. He also noted that the setback requirements for R-8 and TCA are identical, with differences arising only in minimum lot width and minimum square footage per structure.

Mr. Garner further informed the Board that the applicant had recently acquired the adjacent lot at 311 Pollock Street. If 309 and 311 were combined, the resulting lot width of approximately 110 feet would well exceed TCA's 80-foot minimum, rendering the combined parcel a conforming lot of record. He acknowledged that no formal combination of the lots was before the Board that evening, and that the application pertained solely to 309 Pollock Street.

The board engaged in substantial discussion regarding the implications of rezoning a nonconforming lot. Vice-Chair Stanziale asked if the two lots would be combined and if the board were allowed to rezone it if the frontage is less than conforming. Mr. Garner explained that new nonconformity was not being created. In fact, if the lot were rezoned and purchased and combined with 311 Pollock Street then the existing nonconformity would become conforming. Member Fasolino raised the concern that while 309 Pollock is nonconforming by 4.5 feet under R-8, rezoning it to TCA, which requires 80 feet of frontage, would increase the degree of nonconformity to 24.72 feet. Vice-Chair Stanziale questioned whether the Board would be legally creating a new nonconformity. Mr. Grady, town attorney, clarified that because the lot is already nonconforming, the rezoning represents a lateral shift rather than the creation of a new nonconformity, and that the applicant, having requested the change, would bear the consequences of any limitations the new zoning imposes. Chair Neve noted that while creating nonconformities is generally disfavored, it is not categorically prohibited if the town determines it is in the public interest.

Board members also debated the implications of potentially having a split-zoned lot if 309 and 311 Pollock Street were ultimately combined, and whether the board should condition its approval on the lots being merged. Mr. Grady noted that conditions cannot be attached to a rezoning and that the matter would proceed to the Board of Commissioners regardless of the Planning Board's recommendation. The applicant, Jack Taylor, confirmed that the intent is to develop both lots together as a TCA project, and that acquiring 311 Pollock St. first was a necessary precondition before the two could be formally combined. Member Fasolino questioned creating a precedent and asked if the request would be approved if requested for another street, and Vice-Chair Stanziale pointed out that a nonconforming lot would be created in that scenario. Member Fasolino then asked if zoning were requested to be changed to TCA in the middle of an R-8 block and Chair Neve explained that would be spot zoning. Vice-Chair Stanziale stated that no new nonconformity was being created and Chair Neve noted that if the lots were combined there was a high likelihood that there would be a path to conformity.

After discussion, a motion to recommend approval was made and seconded. The vote resulted in a 2-2 tie, causing the motion to fail. A subsequent motion to recommend denial was anticipated to fail as well, and no further motion was made. Mr. Garner indicated that the record would reflect the failed 2-2 vote and that the Board of Commissioners would hold a public hearing and make the final determination.

Vice-Chair Stanziale made the motion to approve the application and Chair Neve made the second. Chair Neve took a vote that failed.

Voting yea: Chair Neve, Vice-Chair Stanziale

Voting nay: Vic Fasolino, Cameron White

2. Case #26-19 –Final Plat – Enclave at Beaufort Club

Prior to staff's presentation, Member White disclosed that he resides in the neighborhood where the development is located. Legal counsel confirmed that residency alone does not constitute a conflict of interest, as no financial interest or disqualifying family relationship was present, and the member was able to remain impartial.

Mr. Garner presented Case #26-19, a request for final plat approval for the Enclave at the Beaufort Club: a subdivision of a 25.93-acre tract located off Taylorwood Drive into 84 total lots: 79 single-family residential lots and 5 open space lots. The parcel is currently undeveloped.

Mr. Garner provided the following background:

- In November 2024, the Board of Commissioners approved a sewer allocation of 12,600 gallons per day for the project, contingent on the provision of a second point of emergency access from Cedar Avenue through the Windswept neighborhood.
- The preliminary plat was approved in June 2025, authorizing commencement of infrastructure installation.
- The applicant elected to bond the remaining infrastructure improvements rather than complete all work prior to final plat approval. Cost estimates for the complete improvements totaled $143,950, and the town engineer reviewed and signed off on the bond.
- The second point of emergency access - the primary outstanding condition from the Commissioners - has been installed, inspected by the town engineer, and tested by the fire department, which drove a ladder truck over the access point and confirmed it is more than adequate. The access road is gravel-surfaced, which staff confirmed is the intended final surface, with emergency-activation gates pending installation.

In response to board questions, Mr. Garner clarified the locations of the five open space lots, which include a berm area along Taylorwood Drive, an area at the entrance along Enclave Way, the central amenity area, and an open space parcel behind several interior lots. He also clarified that sewer allocation had been granted for these 84 lots and for previously final-platted lots on Windswept and Golden Finch Drive, but that any future lots not yet platted would need to request sewer allocation at the preliminary plat stage.

The applicant's representative, Jacob Buzzell of Advanced Civil Design (surveyor and engineer of record), confirmed that the final plat is substantially consistent with the preliminary plat and offered to answer questions. No further questions were raised.

Mr. Garner reported that the town's Technical Review Committee thoroughly reviewed the final plat, confirmed consistency with the preliminary plat, verified that environmental permits are in place, and confirmed that the emergency access connection into Windswept has been satisfied, and he recommended approval.

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

Voting yea: Chair Neve, Vice-Chair Stanziale, Vic Fasolino, Cameron White

Commission/Board Comments

Vice-Chair Stanziale commended staff for the thoroughness of the staff report submitted to the Board of Commissioners regarding the gas station case at Cedar Street and US-101, noting that the report clearly communicated the Planning Board's concerns. Member Fasolino observed that the Commissioners had subsequently addressed several of the board's concerns, including screening of electrical services, an additional tree, and a commitment by the applicant to install all landscaping shown on the plan rather than leaving portions as "landscaped by others." He expressed that this outcome demonstrates the value of thorough review at the Planning Board level.

Staff Comments

Mr. Garner introduced Charlie Rocci, the new Senior Planner, who will be taking on expanded responsibilities with the Planning Board and other boards as part of a staff transition. Mr. Garner also acknowledged the A/V assistance by Griff Barlow, Public Information Specialist, and expressed appreciation for Ms. Anderson and her years of service in support of the Planning Board.

Mr. Garner reminded board members of an upcoming joint workshop with the Board of Commissioners in August to discuss the subdivision elements of the Unified Development Ordinance (UDO) and the Flood Damage Prevention Ordinance. He emphasized the importance of having legal counsel review the consultant's draft documents prior to the workshop. Planning Board members were encouraged to attend the workshop.

Mr. Garner also noted that the August Planning Board meeting agenda is expected to include several rezoning cases including properties north of the bypass, related to annexation proposals that have come before the Board of Commissioners.

Adjourn

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

Voting yea: Chair Neve, Vice-Chair Stanziale, Vic Fasolino, Cameron White

Chair Neve then declared the meeting adjourned at 6:50 p.m.

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Ryan Neve, Chair

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Laurel Anderson, Board Secretary