



Town of Beaufort, NC

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Town of Beaufort UDO Steering Committee Meeting 10:00 AM Monday, March 10, 2025 - Town Hall Conference Room Minutes

Call to Order

Planner Eitner called the meeting to order at 10:00 a.m.

Roll Call

Michelle Eitner, Planner (Town Staff)

Kelly Cousino, White Smith Cousino (UDO Consultant)

Caitlin Cameron, White Smith Cousino (UDO Consultant)

Paula Gillikin, Commissioner (UDO Steering Committee Member)

Jeremy Ganey, Building Inspector/Floodplain Administrator (Town Staff)

Ryan Neve, Planning Board Chairman (UDO Steering Committee Member)

Vic Fasolino, Planning Board Member (UDO Steering Committee Member)

John LoPiccolo, Commissioner (UDO Steering Committee Member)

Agenda Approval

Committee member Neve made a motion to approve the agenda, seconded by Fasolino. The motion carried unanimously.

Items for Discussion and Consideration

1. UDO Drafting Rules and Style Guide

Kelly Cousino introduced the UDO Drafting Rules and Style Guide as a technical document that is utilized mainly internally to guide the drafting of the UDO for consistency in numbering, formatting, and wording.

2. UDO Outline

Ms Cousino identified the UDO Outline as the proposed layout for articles, sections, and subsections of the document. Some changes may occur to the sections and subsections throughout drafting. The articles are structured so that the most used information is up front, including the zoning districts, use regulations, and development standards, and the less frequently used provisions are towards the back, such as nonconformities and violations and enforcement. The consultants have also mapped current LDO sections into the context of the UDO sections to show where existing provisions would be moving forward, though many sections may be changed in drafting.

Discussion was held regarding including the UDO Vision, Principles, and Goals document as part of the UDO. The committee agreed to include the document at the beginning of the UDO and provide language to identify that it is not regulatory in nature.

Discussion was held confirming that Town Staff would have the ability to edit the UDO document following adoption for future amendments. The consultant agreed that the deliverables would include the UDO in Word document format with information on how to maintain the outline structure in the future.

3. Draft UDO Vision Statement

Ms Cousino introduced the UDO Vision, Goals, and Principles document. Discussion was held regarding including the document as part of the UDO. The committee agreed to include the document at the beginning of the UDO and provide language to identify that it is not regulatory in nature.

Discussion was held regarding updating the vision statement. The Committee arrived at "A future that reflects the history and potential of Beaufort's Neighborhoods and our thriving natural resources and community."

Discussion was held on the language structure, word choice, and intent of the goals and principles. Edits were offered and noted for revising. Revisions would be made by the consultants following review and discussion with the Board of Commissioners at that evening's meeting.

4. Proposed Resilience Approach

Ms Cousino began discussion of the proposed resilience framework by identifying that the Town has received a grant to complete resilience-related updates to development ordinances which is why these development standards are addressed in the first module of updates. The proposed framework of resilience standards are based on best practices and an attempt to present a comprehensive approach.

The Committee reviewed the proposed resilience approach and discussed the Non-Intensification Zone (NIZ), higher standards for construction/development, and a point system as a requirement or incentive.

The consultants agreed to provide additional information on points-based systems and include committee input in drafting of resilience standards. They outlined that community meetings would be happening later in the summer and that drafts would be brought to the committee as well as the Planning Board and Board of Commissioners.

Committee Comments

The Committee members thanked the consultants and staff for work done so far and expressed enthusiasm towards further work on the UDO.

Staff Comments

Staff thanked the committee and commented that the venue may change for future committee meetings to allow for greater public attendance.

Adjourn

Chair

Board Secretary