



**Town of Beaufort, NC**

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516  
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**Board of Commissioners  
Special Meeting  
6:00 PM Wednesday, June 26, 2024  
Train Depot, 614 Broad Street**

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**Call to Order**

Mayor Harker called the meeting to order at 6:05 p.m.

**Roll Call**

Elizabeth Lewis, Town Clerk, called the roll.

**PRESENT:**

Mayor Harker  
Mayor Pro Tem Cooper  
Commissioner Gillikin  
Commissioner Oliver  
Commissioner Spiegler  
Commissioner LoPiccolo (participated remotely)

**ABSENT:** None

**Agenda Approval**

Commissioner Cooper made a motion to approve the agenda.

The motion carried unanimously.

**Items for Discussion and Consideration**

1. Unified Development Ordinance Presentation & Discussion with consultant White & Smith  
Michelle Eitner, Town Planner, explained the Town of Beaufort was rewriting its Unified Development Ordinance (UDO) to address community, Town staff concerns and in preparation for future development. She noted input from residents was strongly encouraged. She explained the Town plans to consolidate multiple ordinances and plans within the UDO rewrite. She introduced Tyson Smith and Kelly Cousino, consultants with White & Smith. They provided a detailed timeline which explained the process of the UDO rewrite through several phases.  
Mr. Smith shared they would develop an initial draft of the assessment document outlining topics to address in the UDO update. He noted they would schedule a follow-up meeting with the Board of Commissioners to present the draft assessment document.

The Board of Commissioners emphasized the need for affordable housing, environmental protection, and comprehensive plans. They collectively discussed the challenges of managing short-term rentals, including the impact on the local housing market and the need for balance between property owners and the community's best interest. They also acknowledged the importance of preserving the Town's history and architecture, while emphasizing the need for aesthetically pleasing design standards.

They also requested to reassess floodplain freeboard and resilient dock building materials. Other suggestions highlighted include the importance of tree ordinances, mitigating stormwater issues in the community, with an emphasis on the need for incentives and accountability in implementing best practices for stormwater management. It was recommended other small coastal communities be examined to compare their zoning ordinances, codes, and standards.

The Board also discussed various public engagement and outreach strategies, noting the importance of inclusive community engagement and good communication. The public input sessions will provide ideas on the scope of revisions to incorporate in the draft document. The Board noted the importance of having an opportunity to provide feedback at each stage, to ensure technical accuracy and policy considerations. They also emphasized the importance of resilience in coastal town planning, particularly for socially vulnerable residents. Other Town priorities mentioned include walkability, bike-ability, sidewalks, and stormwater management in new developments.

### **Adjourn**

Commissioner Cooper made a motion to adjourn the meeting at 7:20 p.m.

The motion carried unanimously.

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Sharon E. Harker, Mayor

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Elizabeth Lewis, Town Clerk