



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 15, 2026 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Election of Officers

Minutes Approval

- [1.](#) PB Draft Minutes 051826

Public Comment

Old Business

- [1.](#) Case 26-12 Special Use Permit – 1507 Live Oak St Gas Station

New Business

- [1.](#) Case 26-16 Special Use Permit – Gilliam Light Manufacturing at 107-C Eastern Ave
- [2.](#) Case 26-17 Subdivision – 2220 Live Oak Street Preliminary & Final Plat
- [3.](#) Case 26-18 Special Use Permit – Amendment to remove condition from 1527 Front St Accessory Dwelling Units SUP

Commission / Board Comments

Staff Comments

Adjourn



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Town of Beaufort Planning Board Regular Meeting
6:00 PM Monday, May 18th, 2026 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair Neve called the May 18th, 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; Tammy Hunsucker, Vic Fasolino, Clark Patton, Jeff Vreugdenhil, Cameron White

Members Absent: None

A quorum was declared with seven members present.

Town Staff Present: Kyle Garner, Planning Director; Michelle Eitner, Town Planner, Brad Fockler, Code Enforcement Officer; Arey Grady, Town Attorney; Laurel Anderson, Board Secretary

Agenda Approval

Member Patton 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, Tammy Hunsucker, Vic Fasolino, Clark Patton, Jeff Vreugdenhil, Cameron White

Minutes Approval

- 1. PB Draft Minutes 042026

Board member Stanziale requested amendments to the April 2026 draft minutes to more fully reflect the board's discussion regarding the gas station.

Vice-Chair Stanziale made the motion to approve the minutes as amended and Member Patton made the second. Chair Neve took a vote that was unanimously approved.

Voting yea: Chair Neve, Vice-Chair Stanziale, Tammy Hunsucker, Vic Fasolino, Clark Patton, Jeff Vreugdenhil, Cameron White

Public Comment

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

New Business

- 1. Case #26-12 Special Use Permit – 1507 Live Oak St Gas Station

Member Vreugdenhil requested to be recused per family interests.

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

Voting yea: Chair Neve, Vice-Chair Stanziale, Tammy Hunsucker, Vic Fasolino, Clark Patton, Cameron White

Vice-Chair Stanziale noted that the election of officers had been deferred to the current meeting. Town Attorney Grady suggested that the item could be added during Staff Comments at the end of the meeting.

Town Planner Mrs. Eitner presented the application for a Special Use Permit (SUP) to establish a gas station within the existing Huntley Plaza shopping center at 1507 Live Oak Street, located at the intersection of Highway 101 and Live Oak Street. The property is zoned General Business B-1, which permits gas stations as special uses. The proposed development includes a convenience store with a quick-service restaurant in an existing end unit, a fuel island canopy, and above-ground fuel storage tanks. She noted that a landscaping plan and stormwater retention were not required, as the project results in a net decrease in impervious surface coverage, though the developer voluntarily offered a landscaping plan.

The applicant and co-owner of the property, Tommy Simpson, and Chase Cullipher of The Cullipher Group were available to address the board’s questions. Mr. Simpson noted the property has been family-owned since 1998 and outlined voluntary landscaping and beautification improvements planned for the site, including planted islands, low-rise shrubs along Highway 101, and a landscaped area at the corner triangle. He explained that above-ground tanks were chosen for maintenance and environmental monitoring advantages, and that a backup generator and sound enclosure were also planned.

The board raised several questions and concerns. Members expressed reservations about the visibility and aesthetic impact of above-ground fuel tanks along a primary entry corridor, the absence of a detailed landscaping plan, the lack of building elevations, and the need for a formal lighting plan. Vice-Chair Stanziale noted that the outdated 2012 Gateway Master Plan identifies Highway 101 as a gateway corridor into Beaufort and gave as his opinion development at this intersection should reflect that vision. Ms. Eitner pointed out that there is an entry corridor overlay district in name in the current Land Development Ordinance (LDO), but it does not have any location on the map nor does it have any standards, therefore currently there is nothing in the ordinance to enforce. It was acknowledged that while the current LDO does not mandate landscaping in this instance, the SUP process allows the board to impose conditions to ensure compatibility with adjoining uses and conformity with adopted planning documents.

The applicant indicated willingness to address landscaping and aesthetic concerns collaboratively and noted that architectural renderings existed but could not be disclosed pending finalization of the fuel vendor contract.

Sam Bell, town engineer, confirmed that no additional stormwater requirements were triggered by the project.

Member White raised the issue of secondary containment around the above-ground fuel tanks, noting that 24,000 gallons of combined diesel and gasoline represents a significant potential hazard, particularly given the coastal weather environment and salt air exposure. He recommended a concrete secondary containment structure around the tanks and also raised the importance of bollards for vehicle protection. Mr. Cullipher indicated both were feasible requests. The tanks are double-lined, 8 feet in diameter.

Following discussion, the board agreed on the following conditions to be included in any action:

1. Secondary containment of adequate height shall be provided around the above-ground fuel storage tanks to guard against unexpected fuel release.
2. Should the tanks remain above ground, they shall be screened on three sides by an 8-foot fence in addition to required Type A buffer landscaping.
3. Architectural elevations of the building and fuel canopy shall be provided, with branding obscured if necessary.
4. A lighting plan with fixture specifications shall be provided, with particular attention to light spillage onto adjacent residential and public areas.
5. A detailed landscaping plan shall be provided that, to the greatest extent practicable given existing site conditions, meets current landscaping ordinance standards, provides for interior parking lot planting areas suitable for at least four large shade trees, and provides adequate perimeter buffering of paved areas to the extent allowed by DOT.

Members Fasolino and Stanziale suggested tabling the application and Member Hunsucker, Member Patton, and Member White advocated moving forward with a vote to recommend approval with conditions. Town Attorney Arey Grady advised that, given the volume and significance of the board's recommended conditions, tabling the item to obtain a refined application would result in a cleaner submission to the Board of Commissioners. Chair Neve also supported tabling the application

Member White stated that the applicant needed clear direction from the board as to what was expected from them and Mr. Cullipher agreed that the landscaping implications were unclear. Member Stanziale suggested that based on what the board suggested, they could meet with Mrs. Eitner or hire a landscape architect. Mr. Cullipher asked if bringing that portion to current code was acceptable and Chair Neve agreed, acknowledging that it may not be possible.

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

Voting yea: Chair Neve, Vice-Chair Stanziale, Tammy Hunsucker, Vic Fasolino

Voting nay: Clark Patton, Cameron White

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

Voting yea: Chair Neve, Vice-Chair Stanziale, Tammy Hunsucker, Vic Fasolino, Clark Patton, Cameron White

2. Case 26-14 – Special Use Permit – 217 Turner St Accessory Dwelling Unit

Mrs. Eitner presented an application for a Special Use Permit to convert an existing storage shed into an accessory dwelling unit (ADU) at 217 Turner Street, located in the R-8 Medium Residential zoning district. The primary structure, known historically as the Delamar Gibble House (1866), was previously operated as a bed and breakfast and is now used as a single-family residence. The proposed addition to the shed would conform to all setback requirements, with only the existing non-conforming footprint remaining in place and no new non-conformities introduced. As the property is within the Beaufort Local Historic District, the project will subsequently require a Certificate of Appropriateness from the Historic Preservation Commission. No public comments had been received by staff.

The applicant, George Aiken, confirmed the ADU is not intended to be rented.

The board found no issues requiring conditions and moved to approve the application.

Member Hunsucker made the motion to approve as presented and Member Vreugdenhil made the second. Chair Neve took a vote that was unanimously approved.

Voting yea: Chair Neve, Vice-Chair Stanziale, Tammy Hunsucker, Vic Fasolino, Jeff Vreugdenhil, Cameron White

3. Case 26-15 – 309 Pollock Street Rezoning R-8 to CS-MU

Mr. Garner presented the application requesting a rezoning of 309 Pollock Street from R-8 (Single Family Residential) to Cedar Street Mixed Use (CS-MU). The subject property is a 55-foot-wide vacant lot on Pollock Street, adjacent to an existing CS-MU parcel to the north (311 Pollock Street) and a single-family home to the south. The applicant indicated that the intent was to develop multi-family townhomes in conjunction with the neighboring parcel, which is also under consideration for purchase.

Mr. Garner noted that the Future Land Use Map designates the area as Traditional Neighborhood Residential, while the existing zoning to the north is already CS-MU — an acknowledged inconsistency that may warrant a future land use map amendment. Board members raised concerns regarding the depth of the CS-MU district extending into a predominantly residential area, the range of permitted uses by right under CS-MU, increased height allowances (40 feet vs. 35 feet under R-8), reduced parking requirements, and the precedent such a rezoning would set for further expansion of the district down side streets. The applicant acknowledged that TCA zoning was an alternative but noted complications due to the lot's substandard width and lack of ownership over the neighboring CS-MU parcel.

The Board voted to recommend denial of the rezoning request, finding that the CS-MU district's range of permitted uses posed a risk to surrounding residential property values and that extending the district further inland was inconsistent with the character and intent of the Cedar Street Mixed Use designation.

Member Vreugdenhil made the motion to recommend denial and Member Fasolino made the second. Chair Neve took a vote that was unanimously approved.

Voting yea: Chair Neve, Vice-Chair Stanziale, Tammy Hunsucker, Vic Fasolino, Clark Patton, Cameron White

Commission/Board Comments

Member Hunsucker raised a question about the Board's role and the consistency of its approach between recent cases, noting that the level of detail provided by applicants varied significantly between matters. Town Attorney Grady clarified the distinction between the Board's functions across different application types: subdivision approvals are largely technical and checklist-based; rezonings allow for broader legislative judgment; and special use permits are a hybrid requiring findings tied to specific ordinance criteria. He emphasized that conditions imposed on applicants must be grounded in the required findings and that voluntary commitments from applicants, while welcome, cannot substitute for that analysis.

Discussion also addressed the Board's desire to encourage higher-quality development while acknowledging the legal constraints of the down-zoning rules under N.C.G.S. Chapter 160D. Staff suggested that technical corrections to the CS-MU district — such as removing the "Cedar Street" reference from the front setback designation — could be pursued without triggering down-zoning concerns. Chair Neve proposed the possible creation of a sibling zoning district (e.g., "Cedar Street Mixed Use A") for future rezonings as a mechanism to address problematic uses, though staff cautioned that the more appropriate vehicle would be the ongoing Unified Development Ordinance (UDO) revision process.

Staff Comments

Mr. Grady recommended that the election of Chair and Vice Chair be deferred to the next regular meeting.

Adjourn

Member Patton 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, Tammy Hunsucker, Vic Fasolino, Jeff Vreugdenhil, Cameron White

Chair Neve then declared the meeting adjourned at 9:20 p.m.

Ryan Neve, Chair

Laurel Anderson, Board Secretary



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**Town of Beaufort Planning Board Regular Meeting
6:00 PM Monday, June 15, 2026 – Train Depot**

AGENDA CATEGORY: Old Business
SUBJECT: Case 26-12 Special Use Permit – 1507 Live Oak St Gas Station

BRIEF SUMMARY:

To recommend to the Board of Commissioners approval or denial of the proposed Special Use Permit (SUP) for a gas station at 1507 Live Oak Street.

REQUESTED ACTION:

Presentation and discussion of special use permit request with additional information
Recommendation to Board of Commissioners to approve or deny the special use permit

EXPECTED LENGTH OF PRESENTATION:

30 Minutes

SUBMITTED BY:

Michelle Eitner
Town Planner

BUDGET AMENDMENT REQUIRED:

N/A



STAFF REPORT



To: Planning Board Members
From: Michelle Eitner, Town Planner
Date: June 15, 2026
Case No. 26-12 Special Use Permit – 1507 Live Oak St Gas Station

THE REQUEST: To recommend to the Board of Commissioners approval or denial of the proposed Special Use Permit (SUP) for a gas station at 1507 Live Oak Street

INFORMATION:

Location: 1507 Live Oak Street (former Rolands BBQ unit)
Property Owner: Thomas Simpson with SimMun LLC
Applicant: Chase Cullipher with The Cullipher Group PA
Zoning District: B-1 General Business District
Flood Zone: AE6 (AE7 in preliminary FIRM)
LUP Future Land Use: Commercial Center (with Non-Intensification Zone Overlay)
Size: 7.74 acres
Existing Land Use: Huntley Plaza: An established mixed-use commercial center with a hardware store, pharmacy, nail salon, office space, and a restaurant.
Proposed Land Use: Gas station (convenience store with fuel sales and a quick-service restaurant)
Adjoining Uses/Zoning: North: single-family home (R-8)
 West (across Hwy 101): Glazed Donuts food truck (B-1), Owens Construction office (B-1), single-family home (R-8)
 South: Undeveloped (B-1) & First Bank (B-1)
 East: First Citizens Bank (B-1) & Burger King (B-1)
Utilities: Water and wastewater provided by Town

OPTIONS:

1. Recommend approval of the special use permit as presented
2. Recommend approval of the special use permit with conditions to bring the proposal into compliance with the Required Findings
3. Recommend denial of the special use permit based on specific failures to meet requirements
4. Table the recommendation pending additional information necessary to make a decision

ATTACHMENTS:

- Attachment A – Staff Report
- Attachment B – Vicinity Map
- Attachment C – Zoning Map
- Attachment D – Application Package with additional information
- Attachment E – LDO Section 20 Special Use Permits (Especially Section 20.E.1 Required Findings)
- Attachment F – LDO Section 9.C. B-1 General Business District
- Attachment G – Comprehensive and CAMA Land Use Plan Future Land Use Map & Classification
- Attachment H – Email from Fire Marshal

STAFF COMMENTS:

Chase Cullipher with The Cullipher Group PA, on behalf of property owner Thomas Simpson of SimMun LLC, has applied for a Special Use Permit to establish a gas station with convenience store and quick-service restaurant at 1507 Live Oak Street in the existing Huntley Plaza shopping center. Following request for additional information at the May 18th Planning Board meeting, the applicant has provided several components and a revised site plan for review.

The subject property, “Huntley Plaza”, is located between Highway 101 and Live Oak Street. The main building, built in 1958, has hosted several uses over the years. Beaufort Hardware (formerly ACE) is the anchor store in this shopping center currently, with several smaller tenants. Rolands BBQ served Beaufort for over thirty years and closed in 2024. After a short occupation by Redneck BBQ Lab, the end unit is now proposed for a new use – gas station convenience store. While convenience stores and restaurants are permitted by-right in the B-1 zoning district, the gas station requires a special use permit in any zoning district in Beaufort.

Within an existing structure and commercial center, far less site adjustments and external permits are necessary for the special use permit request than is required for brand new development. The renovation of the former restaurant space to a convenience store (with quick-service restaurant) and installation of fueling system and canopy are the main structural components of the project. Elevations have been provided for review.

This project does not meet either of the applicability requirements in LDO Section 15.C.2 to have to provide a landscaping plan as part of this application and is furthermore exempt given Section 15.C.3.c. The applicant voluntarily provides landscaping in addition to what is on the property currently and has updated it to align with Planning Board’s comments. The voluntary landscaping along Highway 101 meets requirements for street tree plantings, but are on the subject property (street trees are within ROW). A Type-A buffer is provided around three sides of the above-ground fuel tanks. A parking lot landscaping island separates the fuel canopy structure from parking spaces.

The applicant has been working with NCDOT on the design of the project, which has dictated the exit-only access point at the northern connection to Highway 101. The other four points of ingress/egress to this shopping center and circulation patterns will remain other than the adjusted exit-only change. Sidewalks are proposed that connects the existing sidewalk at the north to the roundabout project at the south.

No stormwater or erosion control/sedimentation permits are required to complete this project, as the proposed land disturbance does not trigger Town or State permitting/review, and the project proposes to reduce the total impervious surface area on the site by approximately 2700sf.

The Future Land Use Map of the LUP identifies this location as Commercial Center, which is described as “These areas have large-scale non-residential uses that serve the entire community and larger region.” An additional gas station in would serve the entire community and larger region, especially in emergency situations such as hurricanes when fuel is scarce. The use is also proposed to be served by a backup generator.

The Technical Review Committee met on March 27th to review the project. Comments and requests for clarifications or revisions were provided by Planning, Public Works, Utilities, and Engineering. These items were addressed in revised submissions received the following week and approved by those that had the comments/requests. The plan appeared to be compliant with applicable regulations at that time.

STAFF COMMENTS CONTINUED:

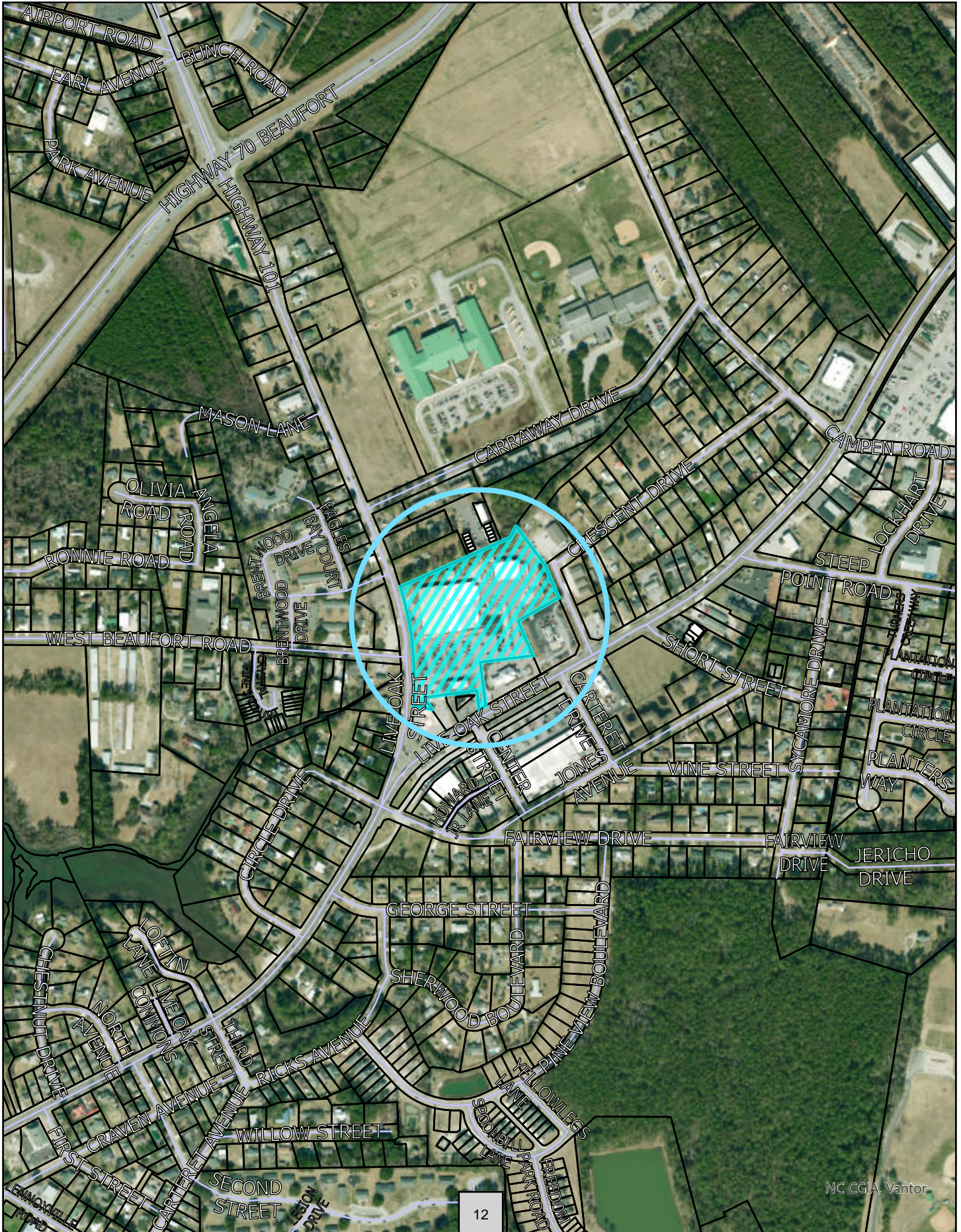
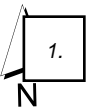
The Planning Board met on May 18th and discussed this application at length. The following list shows requested additional information with applicant’s provided information:

- Secondary concrete retention/containment under/around tanks suitable to contain fuel
 - Staff provided an email from the Fire Marshal regarding review of these proposed components at the time of building permit application, not site plan review
 - Additional components shown on site plan (but not reviewed by Fire Marshal until building permit application per provided email)
- 8ft fence in type-a landscaping buffer on three sides around tanks
 - The 8’ fence is noted in the “landscape data table”
- Provide elevations of building and fuel canopy with redacted branding
 - Elevations are provided
- Lighting plan provided with fixtures and footcandles
 - Lighting plan and fixtures are provided
- Landscaping plan that meets current ordinance requirements for landscaping for parking lot buffering along highway 101 and within parking lot interior, including large shade trees in parking lot interior, to maximum extent practicable
 - Landscape plan has been updated. See landscape data table for further details. All planting to comply with TOB approved list located in the ordinance.

Staff confirms that the requested application meets or exceeds applicable regulations.

LDO Section 20.C identifies, “The Planning Board will review and make recommendations regarding all applications for a special use permit.” The Special Use Permit Required Findings section is included in the agenda packet for consideration. The applicants have provided responses to the required findings in their application submission.

Case 26-12 SUP 1507 Live Oak Street Gas Station Vicinity Map



Town of Beaufort, NC

Request for Special Use Permit

Parcel ID Number: 730615730628000

1507 Live Oak St.
Beaufort, NC 28516

The Cullipher Group Inc. requests approval of a Special Use Permit from the Town of Beaufort to establish a convenience store with fuel sales and a quick-service restaurant at Huntly Plaza (1507 Live Oak St., Beaufort, NC 28516).

Project summary

- **Proposed use:** Convenience store with fuel sales and a quick-service restaurant.
- **Site:** Huntly Plaza, 1507 Live Oak St.; a 7.74-acre parcel zoned B-1.
- **Existing development:** An established mixed-use commercial center with a hardware store, pharmacy, nail salon, office space, and a restaurant.
- **Applicant:** SimMun LLC

We respectfully submit this application and accompanying materials and acknowledge the importance of the expert testimony anticipated during the quasi-judicial proceedings.

- a) The proposed use is an allowable special use in the zoning district it is being located within;
Huntly Plaza (1507 Live Oak St.) is zoned B-1. In this district, a convenience store and a restaurant are permitted. The addition of fuel sales is permitted with approval of a Special Use Permit.
- b) The application is complete;
The application has been reviewed by Town Staff and is believed to be complete
- c) The location and character of the use will be in conformity with the Town’s Comprehensive and CAMA Land Use Plan and other comprehensive planning elements;
The proposed convenience store with fuel sales and quick service restaurant is consistent with the Town of Beaufort’s Comprehensive Plan and CAMA Land Use Plan. The property is zoned B-1, is already developed with multiple commercial tenants, and is designated as a “Commercial Center” in the Future CAMA Land

Use Plan—an automobile-oriented area intended for clustered, multi-tenant commercial uses.

- d) Streets, driveways, parking lots, traffic control, and any other traffic circulation features shall be designed and provided in accordance with current traffic engineering standards and Town regulations and found to be adequate for the proposed special use;

Traffic circulation and access (existing conditions and planned improvements):

- *The site includes an existing parking lot with five points of egress.*
- *Internal circulation will generally follow established traffic patterns in the existing parking lot. Based on NCDOT comments, the northern Hwy 101 driveway will be changed to an exit only driveway.*
- *Updated signage and pavement markings will be installed to help minimize conflicts related to the new use.*
- *The Cullipher Group has consulted with NCDOT and will incorporate applicable NCDOT requirements into the final design.*

- e) The proposed special use will not substantially injure the value of adjoining or abutting properties;

Impact on adjoining or abutting property values:

- *The proposed convenience store with fuel sales and quick service restaurant at the existing Huntly Plaza is not expected to substantially injure the value of adjoining or abutting properties.*
- *The addition will help meet community needs by providing an additional in-town fuel option.*
- *Beaufort currently has one gas station within the Town limits, and fuel supplies can become strained during inclement weather or other emergency conditions.*

- f) The proposed special use will be compatible and in harmony with adjoining land uses and the development patterns of the immediate area; and,

The convenience store with fuel sales and quick service restaurant will be integrated into the existing Huntly Plaza building, with fuel dispensers and canopy placed in the current parking lot. The improvements are allowed in the B-1 district and are consistent with the Town of Beaufort’s Comprehensive Plan and CAMA Land Use Plan. Nearby properties are largely zoned B-1, supporting compatibility with the surrounding development pattern.

- g) The proposed use will not materially endanger the public health or safety of the community if located where proposed and developed according to the submitted and approved plan.

The proposed convenience store with fuel sales and quick service restaurant at Huntly Plaza will be accessible to emergency responders and served by five existing egress points. All fuel-dispensing equipment will be new and subject to required regulation and inspections. The uses are permitted in the B-1 district (with Special Use Permit approval as applicable) and align with the Town of Beaufort's Comprehensive Plan and CAMA Land Use Plan; NCDOT site-plan coordination is addressed in subsection (d).

SITE DATA TABLE

PROPERTY OWNER:	SIM-MUN, LLC
PIN:	730615730628000
DEED REFERENCE:	DEEDBOOK 837, PAGE 140
MAP FOR RECORD:	MAP BOOK 34, PAGE 272
TOWN ZONING:	ZONE: B-1
TRACT AREA:	7.74 ACRES
CURRENT USE:	MIXED COMMERCIAL BUSINESSES (HARDWARE, NAIL SALON, PHARMACY, ETC)
PROPOSED USE:	CONVERT EXISTING RESTAURANT AND PARKING AREA INTO GAS STATION AND CONVENIENCE STORE
BUILDING SETBACKS:	FRONT = 30' SIDE = 15' REAR = 15'
BUILDING HEIGHT:	40' MAXIMUM

PARKING DATA TABLE

EXISTING USE TYPE	AREA PER USE (SF)	PARKING REQUIRED PER AREA	PARKING REQUIRED
HARDWARE STORE	21,800	1 SPACE PER 600 SF	36 SPACES
OFFICE SPACE	8,500	1 SPACE PER 250 SF	34 SPACES
NAIL SALON	980	1 SPACE PER 300 SF	3 SPACES
STORAGE (WAREHOUSE)	10,200	1 SPACE PER 1,000 SF	10 SPACES
PHARMACY	2,380	1 SPACE PER 300 SF	8 SPACES
PROPOSED USE TYPE	AREA PER USE(SF)	PARKING REQUIRED PER AREA	PARKING REQUIRED
GAS/SERVICE STATION	5,500	1 SPACE PER 250 SF	22 SPACES
SUBTOTAL PARKING REQUIRED =			113 SPACES
TOTAL PARKING REQUIRED =			91 SPACES
TOTAL PARKING PROVIDED =			124 SPACES

*SECTION 13.B.4 - ALLOWS FOR 20% REDUCTION IN REQUIRED PARKING SPACES FOR DEVELOPMENT GREATER THAN 25,000 SF

IMPERVIOUS DATA TABLE

IMPERVIOUS AREA TO BE ADDED ALONG WEST SIDE OF FUEL CANOPY =	1,458.88 SF
IMPERVIOUS AREA TO BE ADDED AT NORTHERN EXIT ONTO HWY 101 =	548.60 SF
IMPERVIOUS AREA TO BE REMOVED AT 3' LANDSCAPE ISLAND =	-419.31 SF
IMPERVIOUS AREA TO BE REMOVED FOR SOUTHWEST LANDSCAPING =	-3,116.85 SF
NET DECREASE OF IMPERVIOUS AREA =	-2,728.68 SF

FUEL STORAGE DATA TABLE

TANK TYPE:	CYLINDRICAL ABOVE GROUND STORAGE TANKS	
TANK SIZE:	12,000 GALLONS EACH	
NO. OF TANKS:	TWO	
TANK DIMENSIONS:	32'-7" LONG X 8'-6" DIAMETER	
FIRE CODE SEPARATIONS	MINIMUM REQUIRED (LF)	DISTANCE PROVIDED (LF)
BETWEEN TANKS	3.0'	3.0'
NEAREST BUILDING	15.0'	18.9'
NEAREST PROPERTY LINE	15.0'	30.3'

LANDSCAPE DATA TABLE

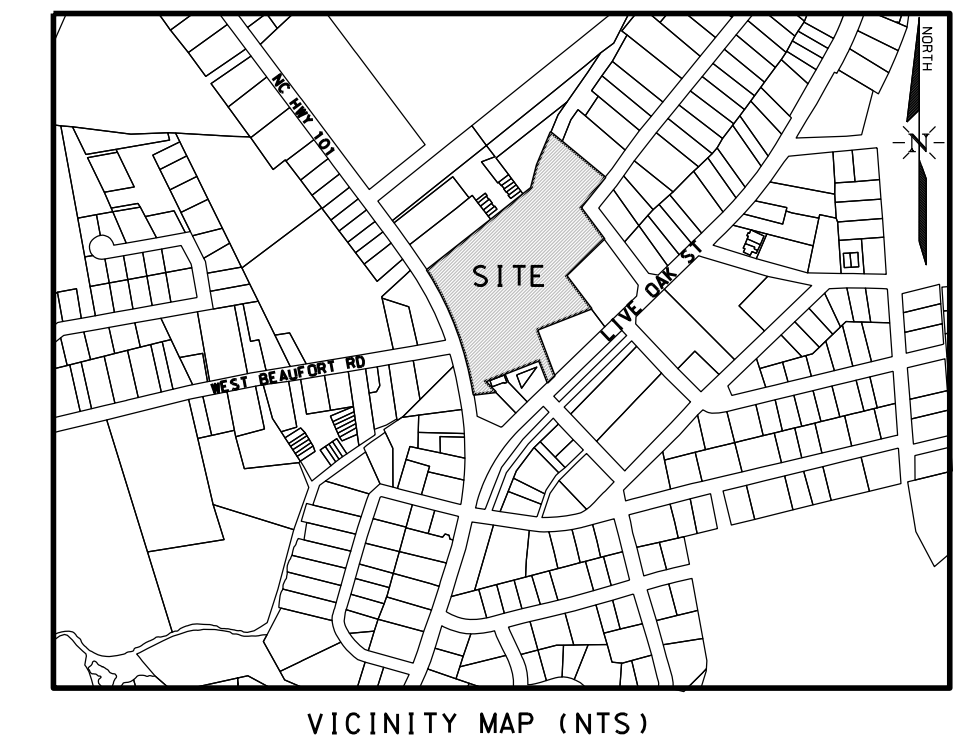
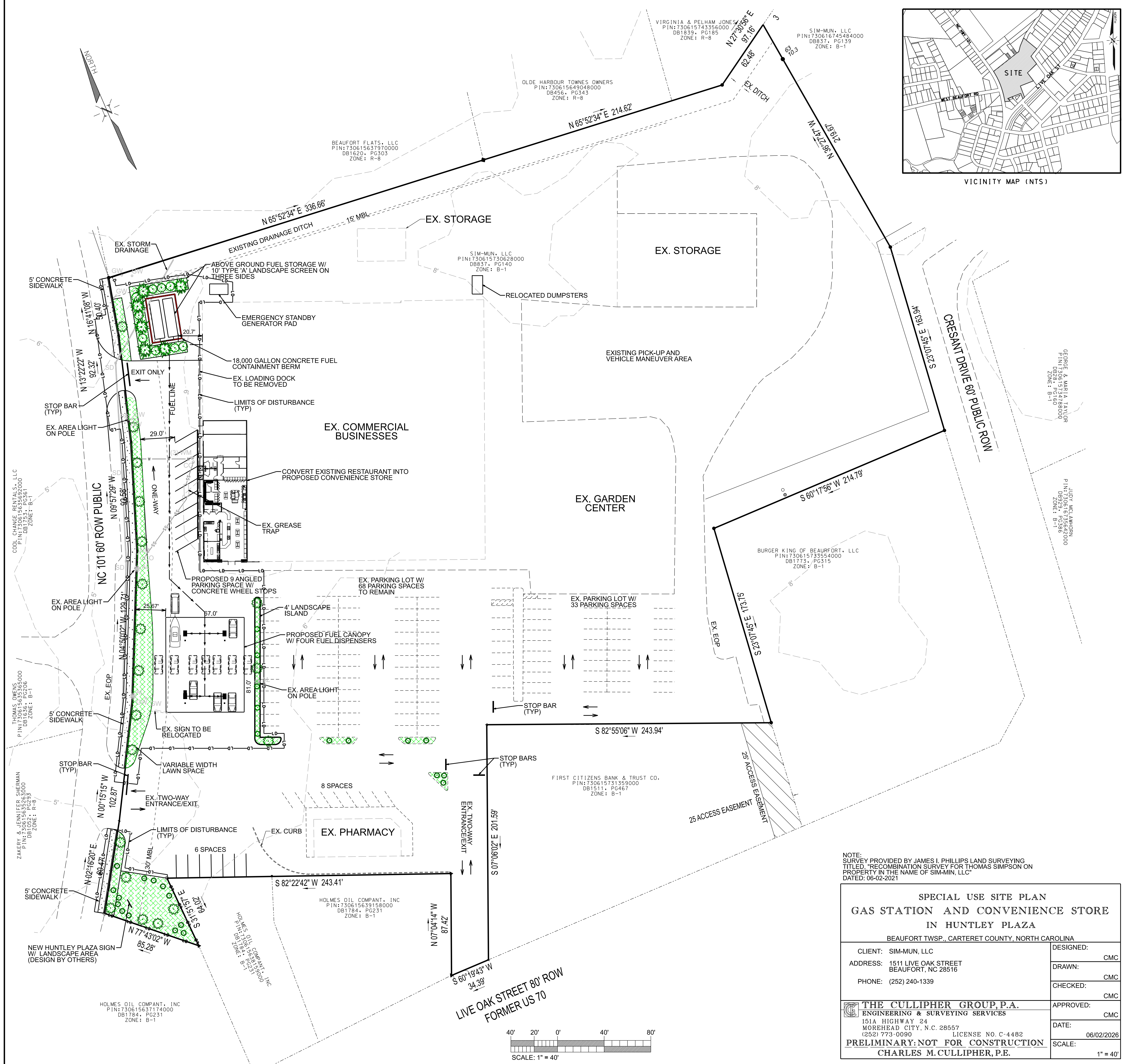
PER TABLE 15-1 OF THE TOWN OF BEAUFORT LDO, THIS SITE IS EXEMPT DUE TO THE EXPANSION OF THE IMPERVIOUS SURFACE INTENSITY RATIO (ISR) BEING LESS THAN 15% VOLUNTARY LANDSCAPE AND BUFFER INFORMATION:
AN 8' LAWN SPACE IS PROPOSED ALONG THE NC HWY 101 FRONTAGE ADJACENT TO THE PROPOSED CONVENIENCE STORE & FUEL CANOPY W/ SMALL STREET TREES PLANTED AT 30' O.C. IN ACCORDANCE WITH TABLE 14-1 (SPACING OF STREET TREES)
150 LF, 10' WIDE TYPE 'A' LANDSCAPE SCREEN IS PROPOSED ON THREE SIDES OF FUEL STORAGE W/ AN 8' TALL OPAQUE FENCE, (6) LARGE EVERGREENS AND (9) SMALL EVER GREENS
4' WIDE LANDSCAPE PLANTER SEPARATING FUEL PUMP AREA FROM GENERAL PARKING W/ (3) SMALL TREES AND (5) SHRUBS
DECORATIVE ISLAND AROUND NEW SHOPPING CENTER SIGN - LANDSCAPE DESIGN BY OTHERS

FUEL CANOPY DATA TABLE

CANOPY DIMENSIONS:	67' WIDE X 81' LONG
CANOPY HEIGHT:	20'
NEAREST CORNER TO PROPERTY LINE:	19.92'
INTERIOR WIDTH BETWEEN DISPENSERS:	30.57'
DISTANCE FROM EX. BUILDING:	40.05'
NOTE: SAFETY LIGHTING SHALL BE ADDED ON/UNDERNEATH CANOPY IN COMPLIANCE WITH TOWN STANDARDS	

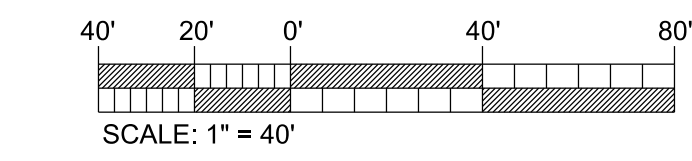
LEGEND

EIP	EXISTING IRON PIPE
EIR	EXISTING IRON ROD
ECMT	EXISTING CONCRETE MONUMENT
EN	EXISTING NAIL
EPK	EXISTING PK NAIL
NCGS	NORTH CAROLINA GEODETIC SURVEY
NGS	NATIONAL GEODETIC SURVEY
R/W MON	NCDOT MONUMENT
SIP	SET IRON PIPE
SIR	SET IRON PIPE
SCM	SET CONCRETE MONUMENT
SN	SET NAIL
OP	OVERHEAD POWER
PP	POWER POLE
UT	UNDERGROUND TELEPHONE
UP	UNDERGROUND POWER
UWL	UNDERGROUND WATER
MBL	MINIMUM BUILDING LINE
PP	POWER POLE
GW	GUY WIRE
WM	WATER METER
CO	SEWER CLEAN OUT
SD	STORM DRAIN
LD	EXISTING CONTOURS
SS	FUEL SUPPLY LINE
WAL	LIMITS OF DISTURBANCE
WAL	EX. SEWER SERVICE
WAL	EX. WATER SERVICE
WAL	EX. AREA LIGHT
WAL	NATIVE N.C. TREE (WAX MYRTLE)
WAL	NATIVE N.C. SHRUB
WAL	SMALL EVERGREEN
WAL	LARGE EVERGREEN
WAL	CONCRETE AREA
WAL	LANDSCAPE AREA
WAL	BUILDING IMPROVEMENT AREA



NOTE: SURVEY PROVIDED BY JAMES I. PHILLIPS LAND SURVEYING TITLED "RECOMBINATION SURVEY FOR THOMAS SIMPSON ON PROPERTY IN THE NAME OF SIM-MUN, LLC" DATED: 06-02-2021

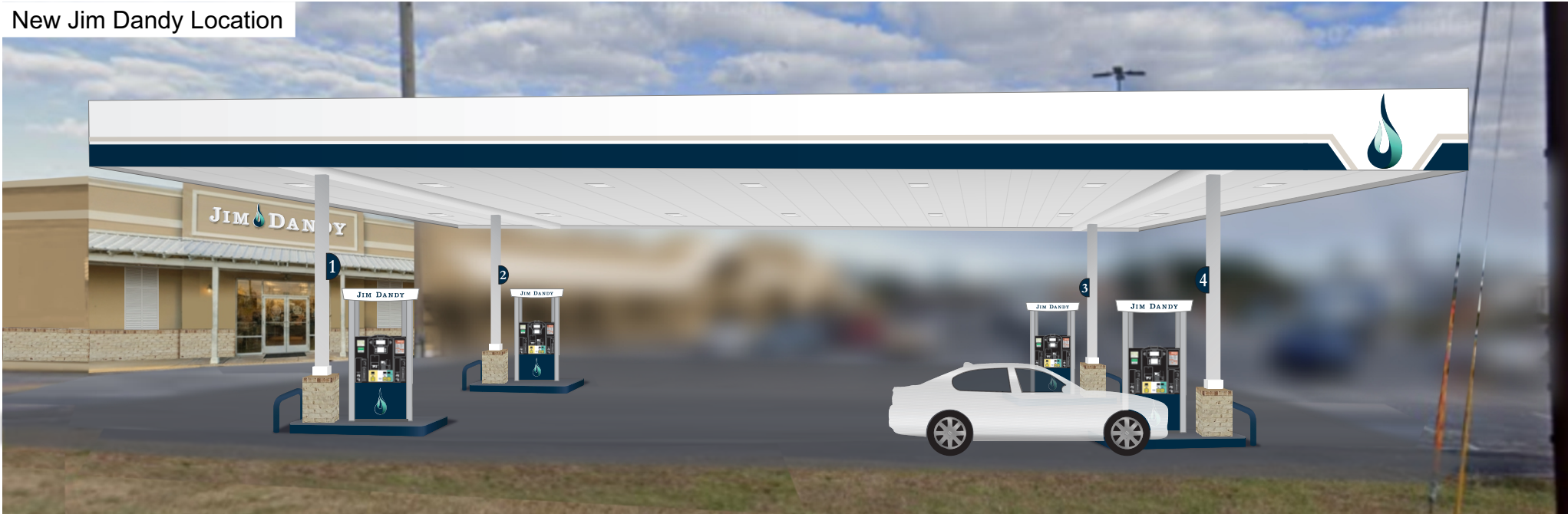
SPECIAL USE SITE PLAN	
GAS STATION AND CONVENIENCE STORE	
IN HUNTLEY PLAZA	
BEAUFORT TWPSP., CARTERET COUNTY, NORTH CAROLINA	
CLIENT: SIM-MUN, LLC	DESIGNED: CMC
ADDRESS: 1511 LIVE OAK STREET BEAUFORT, NC 28516	DRAWN: CMC
PHONE: (252) 240-1339	CHECKED: CMC
THE CULLIPHER GROUP, P.A.	
ENGINEERING & SURVEYING SERVICES	
151A HIGHWAY 24 MORRHEAD CITY, N.C. 28557 (252) 773-0090 LICENSE NO. C-4482	
PRELIMINARY: NOT FOR CONSTRUCTION	
CHARLES M. CULLIPHER, P.E.	
APPROVED: CMC	DATE: 06/02/2026
SCALE: 1" = 40'	









New Jim Dandy Location






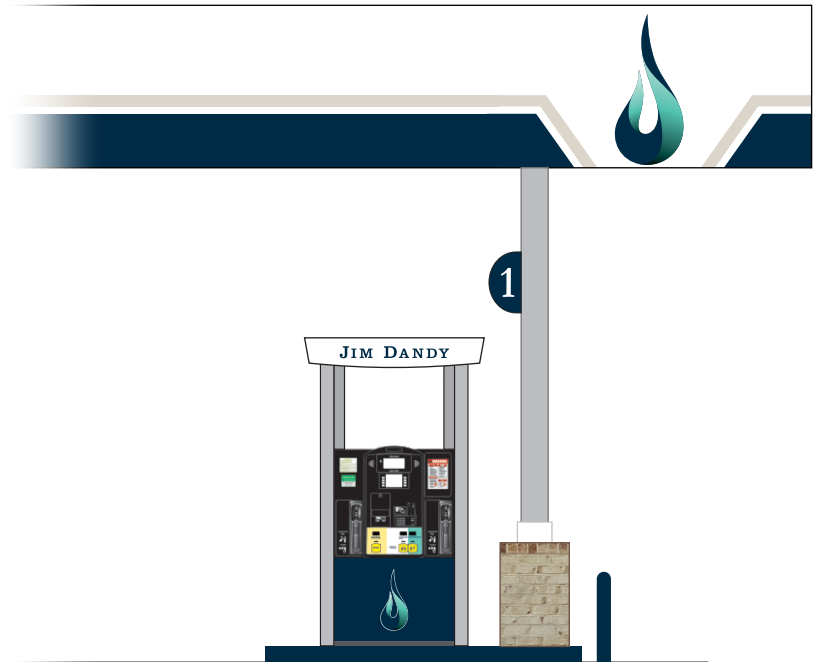
Printed 3M Vinyl Stripe on all four sides.
(4) Printed 3M Vinyl logos right justified on all sides

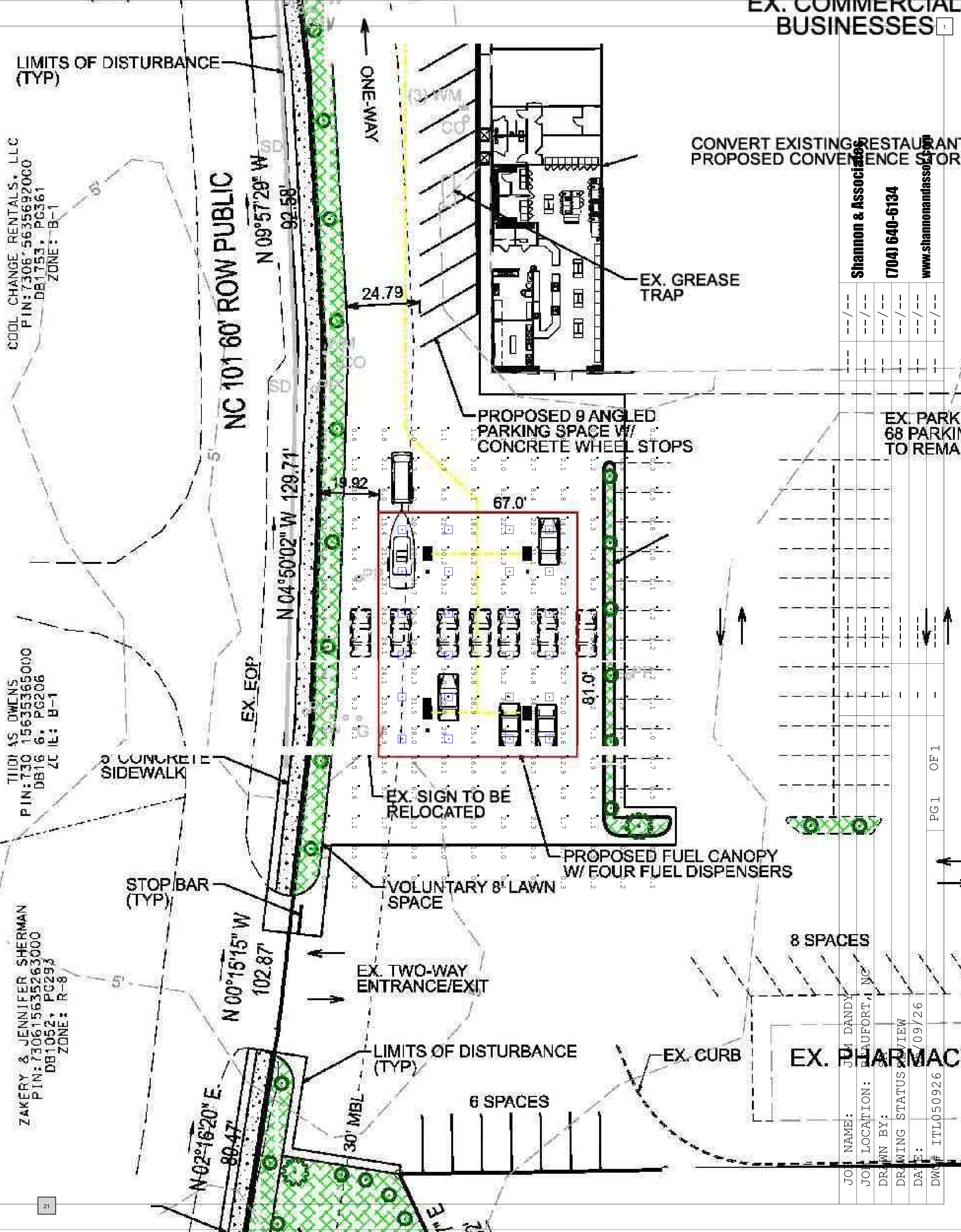
Canopy Colors:

-  PMS 539C
-  C:13, M:13, Y:18, K:0

Product Colors:

-  PMS 539C
-  PMS 100C
-  PMS 7465C





Symbol	Qty	Label	Arrangement	Description	LLF	Luminaire Lumens	Luminaire Watts	Total Watts
□	24	A	Single	CRUS-SC-VLW-4000K, RECESSED MOUNTED	1.000	9008	60	1440

Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
CalcPts_1	Illuminance	Fc	10.76	35.4	0.1	107.60	354.00
Under Canopy	Illuminance	Fc	26.75	35.4	12.9	2.07	2.74

Shannon & Associates
 (704) 640-6134
 www.shannonandassociates.com

EX. PARKING
 68 PARKING
 TO REMAIN

PG 1 OF 1

JO: NAME: JIM DANDY
 LOCATION: AUFORT, NC
 DRAWN BY: JIM DANDY
 DRAWING STATUS: REVIEW
 DATE: 09/26
 DWG#: ITL050926



Scottsdale® Legacy (CRUS)

LED Canopy Luminaire



OVERVIEW	
Lumen Package (lm)	5,000 - 22,000
Wattage Range (W)	38 - 152
Efficacy Range (LPW)	114 - 156
Weight lbs (kg)	23 (10.4)

QUICK LINKS

- Ordering Guide
- Performance
- Photometrics
- Dimensions

FEATURES & SPECIFICATIONS

Construction

- Features a ultra-slim 11/16" profile die-cast housing, with flat clear or diffused tempered glass lens. Unit is water-resistant, sealed and IP66 rated. Integral designed heat sink does not trap dirt and grime, ensuring cool running performance over the life of the fixture.
- Standard color is white and is finished with LSI's DuraGrip® polyester powder coat process. DuraGrip withstands extreme weather changes without cracking or peeling.
- Luminaire assembly incorporates a pressure stabilizing vent breather to prevent seal fatigue and failure.

Optical System

- Features an array of select, mid-power, high brightness, high efficiency LED; 3000K, 4000K, 5000K color temperature, 80 CRI (nominal).
- Choice of Symmetric or Asymmetric distribution. Asymmetric provides a wider distribution pattern. Optional symmetric with diffused lens also available.
- Forward Throw distribution provides an industry leading unique distribution pattern that illuminates the area under the gas canopy and beyond. The forward through optic directs the light to the forecourt from the gas canopy eliminating the need for supplemental floodlights and extensive perimeter lighting.
- Diffuse lens available as an option to soften brightness of the luminaire.
- Six Lumen Packages: 5,000, 9,000, 10,000, 13,000, 18,000 and 22,000 Lumens.

Electrical

- High performance factory programmable driver features over-voltage, under voltage, short-circuit and over temperature protection with integral 6kV surge protection that meets IEEE C62.41.2 and ANSI C82.77-5 Location Category C Low standards. Additional field replaceable 10kV surge protection device meets a minimum Category C Low operation (per ANSI/IEEE C62.41.2). Custom lumen and wattage packages available.
- Driver components are fully encased in potting for moisture resistance. Complies with IEC and FCC standards. 0-10 V dimming supplied standard with all drive currents.
- Die-cast aluminum, wet location rated driver/electrical enclosure is elevated above canopy deck to prevent water entry, provide easy "knock-out" connection of primary wiring and acts as the primary heatsink ensuring cool operation of internal components for longer life. Seals to optical housing via one-piece molded silicone gasket.
- Universal voltage power supply, 120-277 VAC, 50/60 HZ and 347-480 VAC, 50/60 HZ input.
- -40°C to 55°C (-40°F to 131°F) ambient operating temperature. (Varies based on lumen package and mounting style see performance data for specifics.)
- Minimum 60,000 to 100,000 hours depending upon the ambient temperature of the installation location (see performance data for specifics.)

Hazardous Location

- Designed for lighter than air fuel applications. Product is suitable for Class 1 Divisions 2 only when properly installed per LSI installation instructions. See lsi.com for specific guidance. Not available on SLW.

Installation

- One-person installation.
- Installs in a 12" or 16" deck pan. Deck penetration consists of a 4" hole, simplifying installation and water sealing. Unit is designed to quickly retrofit into existing Scottsdale (4") hole as well as openings for Encore and Encore Top Access and to reconnect wiring for the SC/ECTA without having to relocate the conduit.
- Retro panels are available for existing Encores as well as kits for recessed and 2x2 installations (see separate spec sheets). Support brackets are provided standard, to prevent sagging of deck.

Warranty

- LSI luminaires carry a 5-year limited warranty. Refer to <https://www.lsicorp.com/resources/terms-conditions-warranty/> for more information.

Listings

- UL and ETL listed to UL 1598, UL 8750 and other U.S. and International safety standards. Suitable for wet locations.
- DesignLights Consortium® (DLC) Premium qualified product. Not all versions of this product may be DLC Premium qualified. Please check the DLC Qualified Products List at www.designlights.org/QPL to confirm which versions are qualified.
- Meets Buy American Act requirements.
- IDA compliant with 3000K or lower color temperature.

Scottsdale® Legacy (CRUS) LED Canopy Luminaire

Type: 1.

 **Have questions?** Call us at (800) 436-7800

ORDERING GUIDE

[Back to Quick Links](#)

TYPICAL ORDER EXAMPLE: CRUS SCFT LED VHO 50 UE WHT DFL							
Prefix	Distribution	Light Source	Driver	Color Temperature	Input Voltage	Finish	Options ⁴
CRUS - LED Canopy Luminaire	SC - Symmetric AC¹ - Asymmetric <hr/> SCFT² - Combination Standard Symmetric and Forward Throw	LED	SLW - 5,000 Lumens VLW - 9,000 Lumens LW - 11,000 Lumens SS - 13,000 Lumens HO - 19,000 Lumens VHO - 22,000 Lumens ² Custom Lumen Packages³ VHO - 22,000 Lumens	30 - 3000K 40 - 4000K 50 - 5000K	UE - Universal Voltage (120 - 277V) HV - High Voltage (347 - 480V)	WHT - White BRZ - Bronze BLK - Black	HL⁵ - Hazardous Location DFL - Diffuse Lens



Need more information?
[Click here for our glossary](#)

Have additional questions?
 Call us at (800) 436-7800



ACCESSORY ORDERING INFORMATION (Accessories are field installed)

Order Number	Description
525946	Retrofit Panels - EC / ECTA / SCF to CRUS, for 16" Deck Panel
530281	Retrofit Panels - ECTA / SCF to CRUS, for 12" Deck Panel
357282	Retrofit 2x2 Cover Panel Blank (no holes)

Order Number	Description
354702	Retrofit RIC Cover Panel Blank (no holes)
1320540	Kit - Hole Plugs and Silicone (enough for 25 retrofits)*

*Consists of (25) 7/8" hole plugs, (100) 5/16" hole plugs and (1) tube of RTV

1 AC distribution utilizes a reflector which alters the look from a standard SC distribution.
 2 FT distribution option only available with VHO 22,000 lumen package.
 3 Custom lumen and wattage packages available consult factory Values are within industry standard tolerances but not DLC listed.
 4 Not available with SCFT.
 5 Not available on SLW.

Scottsdale® Legacy (CRUS) LED Canopy Luminaire

Type: 1.

 Have questions? Call us at (800) 436-7800

PERFORMANCE

Delivered Lumens											
Lumen Package	Distribution	3000K CCT			4000K CCT			5000K CCT			Wattage
		Delivered Lumens	Efficacy	BUG Rating	Delivered Lumens	Efficacy	BUG Rating	Delivered Lumens	Efficacy	BUG Rating	
VHO	SC	21,301	140	B4-U0-G2	21,835	144	B4-U0-G2	22,697	150	B4-U0-G2	152
	AC	17,355	114	B3-U0-G3	17,799	117	B3-U0-G3	18,502	122	B3-U0-G3	
	SCFT	22,192	146	B3-U0-G3	22,598	149	B3-U0-G3	23,269	153	B3-U0-G3	
HO	SC	17,889	143	B3-U0-G1	18,346	146	B3-U0-G2	19,071	152	B4-U0-G2	125
	AC	14,582	116	B3-U0-G2	14,955	119	B3-U0-G2	15,546	124	B3-U0-G2	
SS	SC	13,113	141	B3-U0-G1	13,449	144	B3-U0-G1	13,980	150	B3-U0-G1	93
	AC	11,468	123	B3-U0-G2	11,761	126	B3-U0-G2	12,226	131	B3-U0-G2	
LW	SC	10,457	144	B3-U0-G1	10,724	148	B3-U0-G1	11,148	154	B3-U0-G1	73
	AC	9,145	126	B2-U0-G2	9,379	129	B2-U0-G2	9,749	134	B2-U0-G2	
VLW	→ SC	8,783	146	B3-U0-G1	9,008	149	B3-U0-G1	9,364	155	B3-U0-G1	60
	AC	7,681	127	B2-U0-G1	7,878	131	B2-U0-G1	8,189	136	B2-U0-G1	
SLW	SC	5,585	146	B2-U0-G1	5,728	150	B2-U0-G1	5,954	156	B2-U0-G1	38
	AC	4,884	128	B1-U0-G1	5,009	131	B1-U0-G1	5,207	136	B1-U0-G1	

*LEDs are frequently updated therefore values are nominal.

Electrical Data (AMPS)							
Lumen Package	Wattage	120V	208V	240V	277V	347V	480V
VHO	152	1.27	0.73	0.64	0.55	0.44	0.32
HO	124	1.03	0.6	0.52	0.45	0.36	0.26
SS	92	0.77	0.44	0.38	0.33	0.27	0.19
LW	72	0.6	0.35	0.3	0.26	0.21	0.15
VLW	60	0.5	0.29	0.25	0.22	0.17	0.13
SLW	38	0.32	0.18	0.16	0.14	0.11	0.08

*Electrical data at 25C (77F). Actual wattage may differ by +/-10%.

OPERATING TEMPERATURE		
Lumen Package	Mounting	Max
VHO	Metal/Wood Canopy	45 C
HO	Metal/Wood Canopy	45 C
SS	Metal/Wood Canopy	55 C

Recommended Lumen Maintenance ¹ CRUS VHO					
Ambient Temperature °C	Initial ²	25k hr ²	50k hr ²	75k hr ³	100k hr ³
0 C	102%	97%	92%	88%	84%
10 C	102%	97%	92%	88%	84%
20 C	102%	97%	92%	88%	84%
25 C	102%	97%	92%	88%	84%
30 C	102%	97%	92%	88%	84%
40 C	101%	95%	90%	85%	80%
50 C	101%	94%	89%	83%	78%

Recommended Lumen Maintenance ¹ CRUS SS					
Ambient Temperature °C	Initial ²	25k hr ²	50k hr ²	75k hr ³	100k hr ³
0	102%	97%	92%	88%	84%
10	102%	97%	92%	88%	84%
20	102%	97%	92%	88%	84%
25	102%	97%	92%	88%	84%
30	102%	97%	92%	88%	84%
40	102%	97%	92%	88%	84%
50	101%	95%	91%	86%	82%

1 Lumen maintenance values at 25° C are calculated per TM-21 based on LM-80 data and in-situ luminaire testing.

2 In accordance with IESNA TM-21-11, Projected Values represent interpolated value based on time durations that are within six times (6X) the IESNA LM-80-08 total test duration (in hours) for the device under testing (DUT) i.e. the packaged LED).

3 In accordance with IESNA TM-21-11, Calculated Values represent time durations that exceed six times NA LM-80-08 total test duration (in hours) for the device under testing (DUT) i.e. the packaged LED).

Scottsdale® Legacy (CRUS) LED Canopy Luminaire

Type: 1.

 Have questions? Call us at (800) 436-7800

PHOTOMETRICS

Luminaire photometry has been conducted by a NVLAP accredited testing laboratory in accordance with IESNA LM-79-08. As specified by IESNA LM-79-08 the entire luminaire is tested as the source resulting in a luminaire efficiency of 100%.

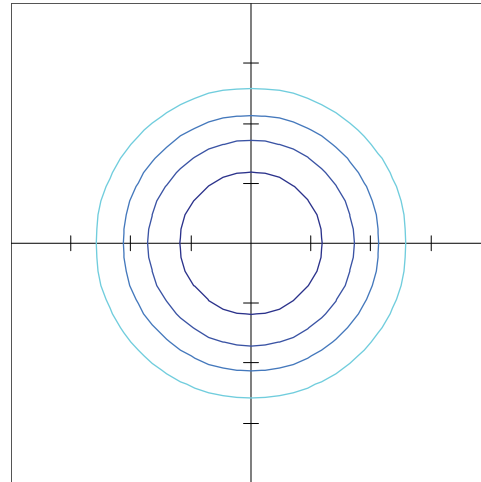
See the individual product page on <https://www.lsicorp.com/> for detailed photometric data.

CRUS-SC-SS-50

Luminaire Data	
Type 5 Distribution	
Description	5000 Kelvin, 80 CRI
Delivered Lumens	13,980
Watts	93
Efficacy	150
IES Type	Type VS - Very Short
BUG Rating	B3-U0-G1

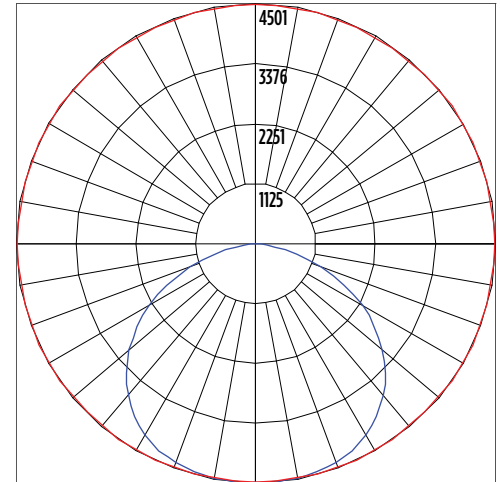
Zonal Lumen Summary		
Zone	Lumens	% Luminaire
Low (0-30°)	3,479.6	26.7%
Medium (30-60°)	7,109.8	54.5%
High (60-80°)	2,334.8	17.9%
Very High (80-90°)	114.4	0.9%
Uplight (90-180°)	0.0	0.0%
Total Flux	13,038.6	100%

ISO Footcandle



10' Mounting Height / 10' Grid Spacing
 5 FC
 2 FC
 1 FC
 0.5 FC

Polar Curve



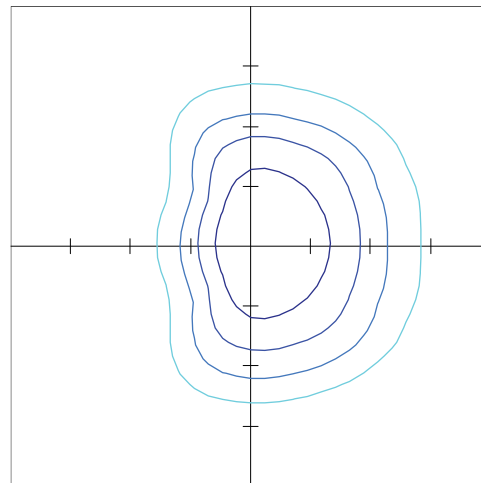
Vertical Plane
 Horizontal Cone

CRUS-AC-SS-50

Luminaire Data	
Type 3 Distribution	
Description	5000 Kelvin, 80 CRI
Delivered Lumens	12,226
Watts	93
Efficacy	131
IES Type	Type III, Very Short
BUG Rating	B3-U0-G2

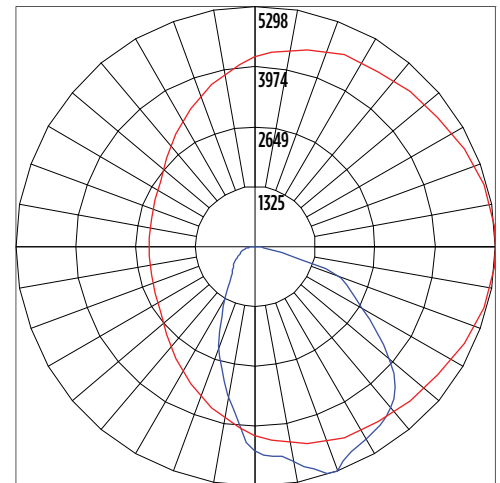
Zonal Lumen Summary		
Zone	Lumens	% Luminaire
Low (0-30°)	3,240.3	27%
Medium (30-60°)	6,245.5	51%
High (60-80°)	2,594.6	21%
Very High (80-90°)	146.1	1%
Uplight (90-180°)	0	0%
Total Flux	12,227	100%

ISO Footcandle



15' Mounting Height / 15' Grid Spacing
 5 FC
 2 FC
 1 FC
 0.5 FC

Polar Curve



Vertical Plane
 Horizontal Cone

Scottsdale® Legacy (CRUS) LED Canopy Luminaire

Have questions? Call us at (800) 436-7800

Type: 1.

PHOTOMETRICS

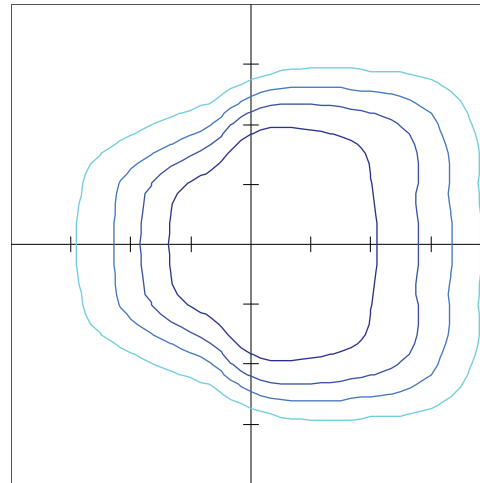
[Back to Quick Links](#)

CRUS-SCFT-SS-50

Luminaire Data	
Type 5 Distribution	
Description	5000 Kelvin, 80 CRI
Delivered Lumens	13,980
Watts	93
Efficacy	150
IES Type	Type VS - Very Short
BUG Rating	B3-U0-G3

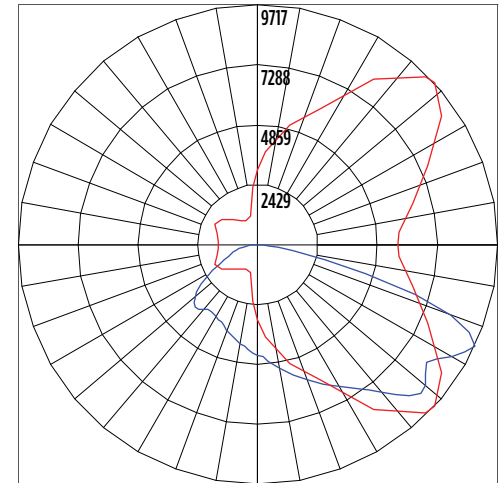
Zonal Lumen Summary		
Zone	Lumens	% Luminaire
Low (0-30°)	2,397.7	10.30%
Medium (30-60°)	8,658.8	37.20%
High (60-80°)	4,914.2	21.10%
Very High (80-90°)	225.7	1.00%
Uplight (90-180°)	0	0%
Total Flux	23,269.3	100%

ISO Footcandle



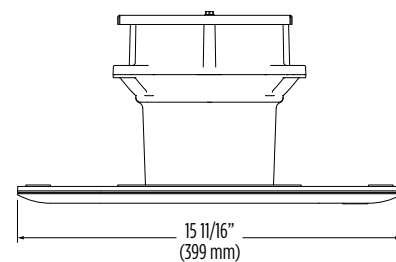
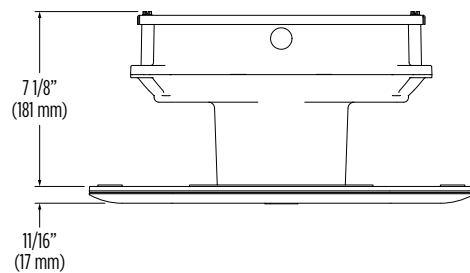
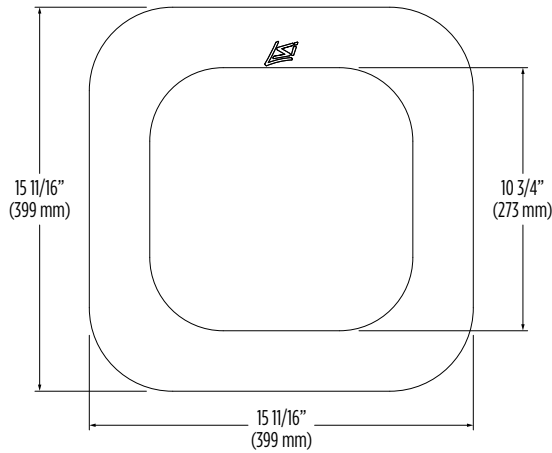
10' Mounting Height / 10' Grid Spacing
 5 FC 2 FC 1 FC 0.5 FC

Polar Curve



Vertical Plane Horizontal Cone

PRODUCT DIMENSIONS



SECTION 20 Special Use Permits

A) *General.*

Special uses are practices which are not permitted by right in any zoning district in the Town but may only be granted after due consideration by the BOC. The consideration of a special use application is a quasi-judicial function to be conducted in accordance with the procedure set forth in Section 32, Quasi-Judicial Procedure. Special use permits may only be granted by the BOC following a recommendation by the Planning Board and the completion of the quasi-judicial review process by the BOC as outlined in Section 32.

A Special Use Permit is a permit issued to authorize development or land uses in a particular zoning district upon presentation of competent, material, and substantial evidence establishing compliance with one or more general standards requiring that judgment and discretion be exercised as well as compliance with specific standards.

B) *Special Use Permit Application Procedures.*

- 1) A written application for a special use permit in all zones shall be submitted to the Town's Planning and Inspections Department in accordance with the requirements of Section 1 and Section 31 of this Ordinance and all applicable administrative regulations. The application shall include:
 - a) A proposed use site plan which contains information documented in Section 18(C) of this Ordinance and the specific information below:
 - i) A vicinity map and survey of the parcel which shall include the zoning and use of all adjacent properties;
 - ii) A legend identifying all symbols on the map;
 - iii) A North arrow and a scale;
 - iv) A preliminary design of the proposed use which shows all existing and proposed structures, parking layouts, driveways, buffering, landscaping, points of ingress and egress, easements, minimum building lines, and street rights-of-way;
 - v) A site data block of features which includes the proposed use(s), square footage of the proposed and existing structure(s), site zoning, total acreage, number of lots, minimum lot size, and average lot size;
 - vi) The map book, page number, and deed book information;
 - vii) A note stating whether any portion of the property is included in any adopted Town plan; and,
 - viii) Any other related information requested by Town staff, the Planning Board, or the BOC.
 - ix) All required environmental permit improvements needed for the property.
 - b) The special use permit sought; and,
 - c) Information supporting the existence of the required findings, and providing such plans or other relevant data as may be required by the Town.

- 2) Whenever an application is submitted for a special use permit in a residential zone, the applicant shall also include:
 - a) A narrative which illustrates the appropriateness of the proposed use in a residential zone. This narrative shall also describe all the architectural design features which make the proposed use and associated building compatible with the urban character of the residential neighborhood;
 - b) The submitted site plan shall also include all street front architectural elevation drawings to ensure the compatibility of the building(s) with the surrounding residential structures; and,
 - c) Additionally, the BOC and Town staff may require a professional rendering or any other graphic illustration of the proposed structure.
- 3) The application shall be reviewed by Town staff and submitted with comments and recommendation to the Planning Board for review. The Planning Board shall review the application for a special use permit and make a recommendation as to whether it should be approved or denied. After the Planning Board makes its recommendation, the application shall be forwarded to the BOC for consideration.

C) *Quasi-Judicial Proceeding Notification Requirements.*

The Planning Board will review and make recommendations regarding all applications for a special use permit. The BOC shall schedule a quasi-judicial proceeding for the application and BOC consideration after reasonable opportunity for staff and Planning Board review. In considering the application, the BOC shall follow the procedures set forth in Section 32, Quasi-Judicial Procedure.

D) *Procedures on Special Use Applications.*

In considering whether to approve an application for a special use permit, the BOC shall proceed as follows:

- 1) The BOC shall conduct an evidentiary hearing in accordance with the provisions of Section 32, Quasi-Judicial Procedure, herein. And consider relevant information regarding whether the required findings under Section 20(E) exist and whether the special use is appropriate in the proposed location.
- 2) The BOC shall consider whether the application complies with each individual required finding specified in Section 20(E). The BOC need not make the required findings at the time of the hearing and may vote to table the matter and request information if needed. If the special use permit application is approved, the BOC motion shall contain language showing all the required findings under Section 20(E) have been met, and in the absence of specific findings, it shall be conclusively presumed the application complies with all the findings in Section 20(E).
- 3) The BOC shall render a decision within a reasonable period of time not to exceed ninety days after holding the evidentiary hearing for the proposed special use application. The BOC need not issue a decision at the time of the hearing if additional information is needed and may table the matter until a later date.
- 4) If the application is found not to be in compliance with one or more of the required findings of Section 20(E) or any other applicable section of this Ordinance, the application shall be denied. Such motion shall specify the particular findings the application fails to meet.

- 5) Notwithstanding the specific requirements of this Ordinance, the BOC may impose additional conditions and reasonable requirements upon the requested special use permit in order to ensure the use is consistent with the required findings as specified under Section 20(E).
- 6) The BOC shall render its decision on the special use permit application, in writing, in accordance with the provisions of Section 32 herein.

E) Required Findings.

- 1) In addition to any other findings or requirements as specified by any other section of this Ordinance, before any application for a special use may be granted or denied, the BOC shall make each of the following findings:
 - a) The proposed use is an allowable special use in the zoning district it is being located within;
 - b) The application is complete;
 - c) The location and character of the use will be in conformity with the Town's Comprehensive and CAMA Land Use Plan and other comprehensive planning elements;
 - d) Streets, driveways, parking lots, traffic control, and any other traffic circulation features shall be designed and provided in accordance with current traffic engineering standards and Town regulations and found to be adequate for the proposed special use;
 - e) The proposed special use will not substantially injure the value of adjoining or abutting properties;
 - f) The proposed special use will be compatible and in harmony with adjoining land uses and the development patterns of the immediate area; and,
 - g) The proposed use will not materially endanger the public health or safety of the community if located where proposed and developed according to the submitted and approved plan.
- 2) The BOC shall make its findings based on "competent, material and substantial evidence" as described in N.C. Gen. Stat. §160D-406 in accordance with the procedures set forth in Section 32 herein.
- 3) Compatibility Standards for Special Uses in Residential Zones:
In deciding whether the architectural elements of the proposed special use in a residential zone will be compatible with the adjoining buildings, the BOC shall review said proposal in reference to the following architectural elements:
 - a) Size (footprint);
 - b) Height;
 - c) Proportion and scale;
 - d) Roof shape(s);
 - e) Setbacks;
 - f) Location, size, and number of openings (doors and windows);
 - g) Materials;
 - h) Color; and,
 - i) Texture.

C) ***B-1 General Business District.***

The General Business District is established as the zoning district in which a wide variety of sales and service facilities may be provided to the general public. This district will be located throughout the Town's planning and development regulation jurisdiction.

1) Minimum Lot Size.

All lots in the B-1 district shall be a minimum of five thousand square feet (5,000 ft²).

2) Minimum Lot Width.

All lots in the B-1 district shall have a minimum lot width of sixty feet (60') at the minimum building line.

3) Building Setback and Building Height Requirements and Limitations.

Subject to the exceptions allowed in this Ordinance, each structure on a lot in this zoning district shall be set back from the boundary lines of the lot at least the distances provided in the tables set forth in this section. The building height limitation in this district is provided in the tables set forth in this section.

Table 9-5 Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
B-1	30 feet	15 feet	15 feet	40 feet

4) Accessory Building Setback Requirements.

All accessory buildings shall comply with all setback provisions of this Ordinance, including but not limited to Section 2(F), Section 6 and Section 15 of this Ordinance.

5) Permitted Uses.

- | | |
|--|--|
| Amusement Establishment | Liquor Store |
| Antenna Co-Location on Existing Tower | Moped/Golf Cart Sales/Rentals |
| Aquaculture | Mortuary/Funeral Home/Crematorium |
| Assisted Living | Motor Vehicle Sales/Rentals |
| Athletic Field, Public | Museum |
| Bed & Breakfast | |
| Boat Sales/Rentals | Neighborhood Recreation Center, |
| Car Wash | Public |
| Club, Lodge, or Hall | Nursing Home |
| Commercial Indoor Recreation Facility | Office: Business, Professional, or Medical |
| Community Garden | Other Building-Mounted Antennae & |
| Concealed (Stealth) Antennae & Towers | Towers |
| Convenience Store | Outdoor Retail Display/Sales |
| Day Care Center | Park, Public |
| Dock | Parking Lot |
| Dry Boat Storage | Parking Structure |
| Financial Institution | Personal Service Establishment |
| Government/Non-Profit Owned/
Operated Facilities & Services | Pool Hall or Billiard Hall |
| Hospital | Produce Stand/Farmers' Market |
| Hotel or Motel | Public Safety Station |
| Kennel, Indoor Operation Only | Public Utility Facility |
| Library | Religious Institution |
| | Resource Conservation Area |

Restaurant with Drive-Thru Service
Restaurant with Indoor Operation
Retail Store
Satellite Dish Antenna
Signs, Commercial Free-Standing
Tavern/Bar/Pub with Indoor Operation

Temporary Construction Trailer
Theater, Small
Transportation Facility
Utility Minor
Vehicle Charging Station
Vehicle Service

6) Special Uses (*Special Uses* requirements may be found in Section 20 of this Ordinance).

Adult-Oriented Retail Establishment
Commercial Outdoor Amphitheater
Commercial Outdoor Recreation Facility
Commercial Waterfront Facility
Gas/Service Station
Golf Driving Range
Hazardous Material Storage
Kennel, Indoor/Outdoor Operation
Manufacturing, Light
Marina
Microbrewery
Microdistillery

Mini-Storage
Mixed Use
Outdoor Amphitheater, Public
Outdoor Storage
Preschool
Restaurant with Outdoor Operation
School, K-12
School, Post-Secondary
Tavern/Bar/Pub with Outdoor Operation
Theater, Large
Utility Facility
Wholesale Establishment

Future Land Use Map

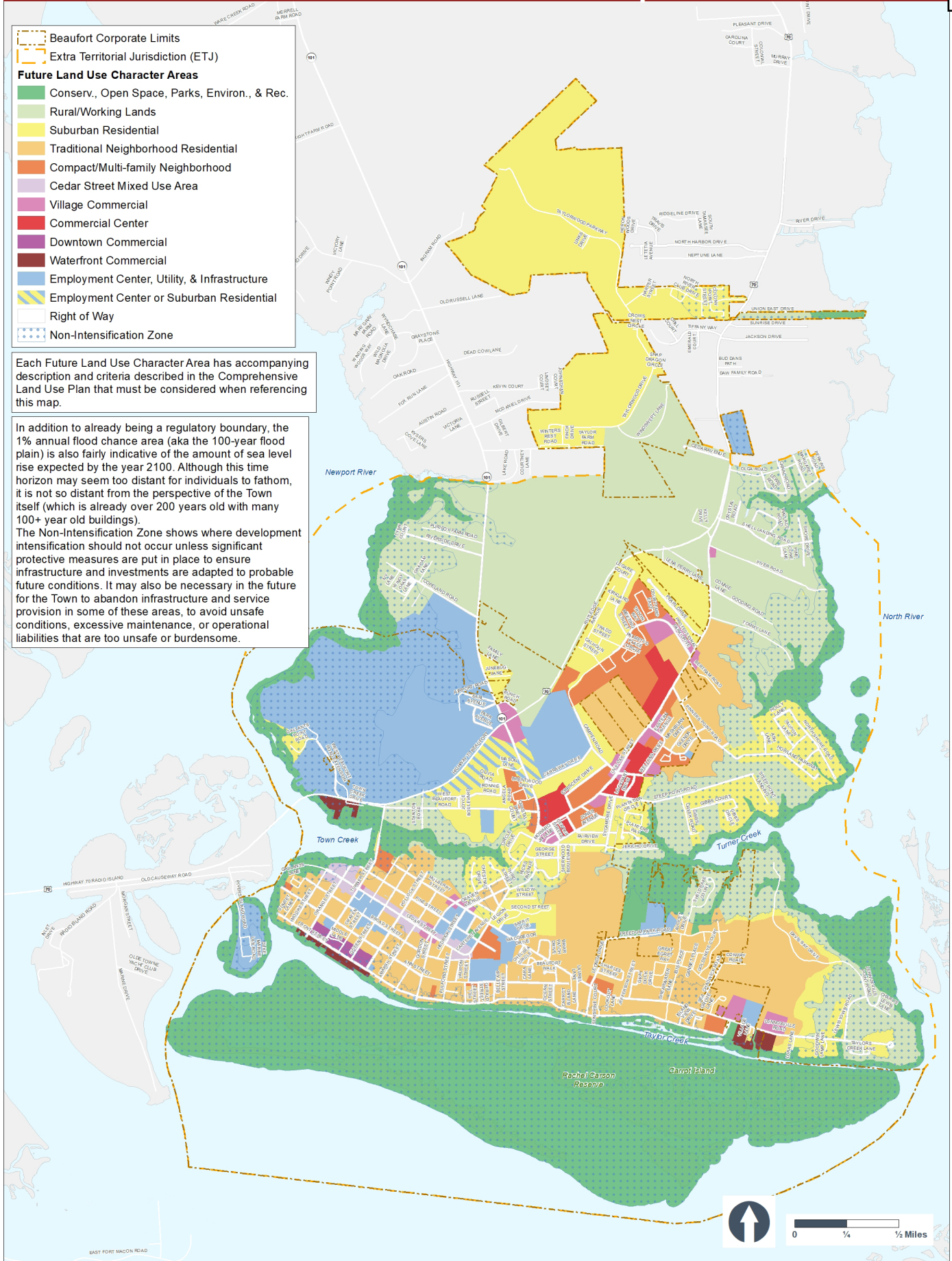
Beaufort Corporate Limits
Extra Territorial Jurisdiction (ETJ)

Future Land Use Character Areas

- Conserv., Open Space, Parks, Environ., & Rec.
- Rural/Working Lands
- Suburban Residential
- Traditional Neighborhood Residential
- Compact/Multi-family Neighborhood
- Cedar Street Mixed Use Area
- Village Commercial
- Commercial Center
- Downtown Commercial
- Waterfront Commercial
- Employment Center, Utility, & Infrastructure
- Employment Center or Suburban Residential
- Right of Way
- Non-Intensification Zone

Each Future Land Use Character Area has accompanying description and criteria described in the Comprehensive Land Use Plan that must be considered when referencing this map.

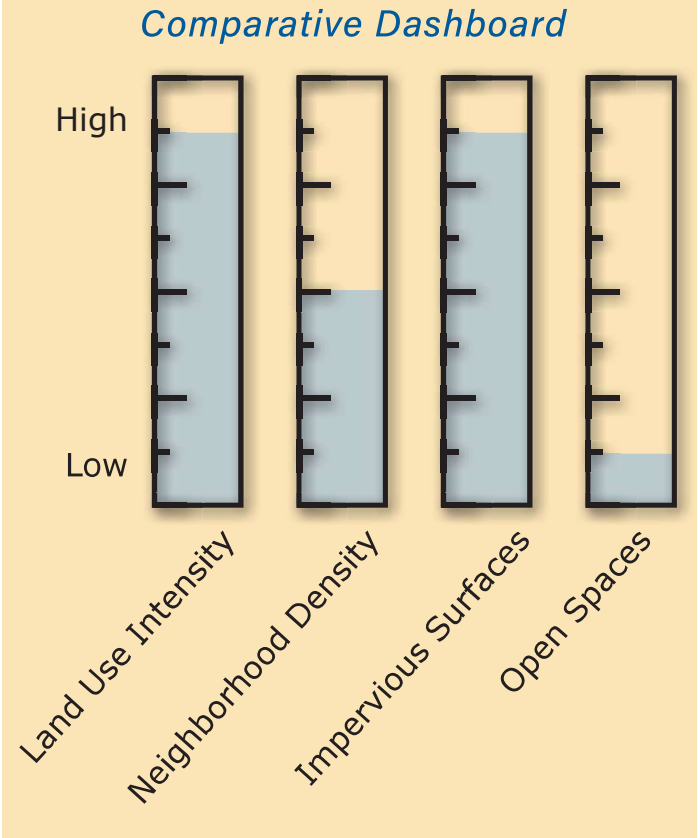
In addition to already being a regulatory boundary, the 1% annual flood chance area (aka the 100-year flood plain) is also fairly indicative of the amount of sea level rise expected by the year 2100. Although this time horizon may seem too distant for individuals to fathom, it is not so distant from the perspective of the Town itself (which is already over 200 years old with many 100+ year old buildings).
 The Non-Intensification Zone shows where development intensification should not occur unless significant protective measures are put in place to ensure infrastructure and investments are adapted to probable future conditions. It may also be necessary in the future for the Town to abandon infrastructure and service provision in some of these areas, to avoid unsafe conditions, excessive maintenance, or operational liabilities that are too unsafe or burdensome.



Commercial Center

General Description:

These areas have large-scale non-residential uses that serve the entire community and larger region. These sites are often occupied or anchored by a large tenant ("big box") and the development may span the entire block. Often it is a multi-tenant development with outparcels and large swaths of shared parking, but it can have other, more pedestrian-friendly configurations, as well. Buildings are generally set back from the public street and often front on individual or shared parking lots. Some developments may have buildings pulled up to the street, with parking in the rear, especially at busy intersections or in particularly active nodes that are accessible by nearby residents via walking. However, these places are typically automobile-oriented, generate large volumes of traffic, and are not particularly walkable.



EXAMPLE USES:

Typical Uses:

Large footprint, higher intensity, regional commercial, retail, services, or offices, including less pedestrian friendly uses such as vehicle and machinery repair, sales, and rental, lumber yards, commercial nurseries, fast food restaurants, etc. Hotels are also appropriate. Automobile-dependent businesses predominate.

If Context Appropriate:

- Institutional uses (churches, primary or secondary schools, hospital,

government buildings, etc.), provided they do not detract from the overall commercial nature of an area.

- On parcels directly adjacent to this character area, multi-family residential is often appropriate, particularly if it is walkable to nearby businesses. Higher density residential development, whether as detached or attached residential, is usually appropriate within a ¼ mile network walking distance of these areas.
- Upper story dwellings (aka "live/work") may be appropriate in extremely limited instances.

Commercial Center

Streets and Circulation:

Streets should be (or have easy access to) higher volume streets or highways. Business frontages should have pedestrian connections to each other and to the surrounding sidewalk network, even if walking is not as convenient because of the longer distances. Automobiles are usually prioritized, but pedestrians should not be forgotten. If developments use extensive private drives or have adjacent parking areas, cross-access (automobile and pedestrian) should be required to adjacent non-residential or multi-family residential uses, in order to reduce traffic congestion on the main roads. Due to the high attraction of these centers, there might even be a transit stop nearby one day. Blocks should not exceed 700' feet on a side. If they do, the site may need to be redesigned to accommodate the public street network. Landscaping and proper stormwater management are key to ensuring attractive parking areas that do not contribute to excessive runoff.

Other Concerns:

Maintaining connectivity through these developments and to surrounding and adjacent neighborhoods and parcels is important. Allowing these developments to connect only to the main thoroughfare will contribute to additional traffic congestion as neighboring developments will have to travel the major thoroughfare to enter through the front, instead of having access from the sides and/or rear of the parcel. The connectivity, longevity, and public utility of the public street network must be a top consideration during the development process. Commercial areas are developed and redeveloped, but the right-of-way network established at the subdivision or site plan stage of development defines the built environment into the foreseeable future and beyond.



Examples of Commercial Centers

Michelle Eitner

From: John Pinder
Sent: Tuesday, June 2, 2026 11:04 AM
To: Michelle Eitner
Subject: Re: Planning Board Recommendation on Fire Code Requirement

Michelle,

In reference to the proposed gas station at 1507 Live Oak Street, all applicable fire code requirements will be addressed during the building permit review process. The Fire Marshal's Office primarily reviews the site plan during the initial stages of development to ensure compliance with fire apparatus access requirements and other site-related fire and life safety considerations. Additional fire code requirements will be evaluated as part of the building permit and construction review process.

Thanks

John Pinder
Fire Marshal, NC CFI
Town Of Beaufort Fire Dept.
506 Live Oak Street
Beaufort, NC 28516
252-292-1882





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 15, 2026 – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case 26-16 Special Use Permit – Gilliam Light
Manufacturing at 107-C Eastern Ave

BRIEF SUMMARY:

To recommend to the Board of Commissioners approval or denial of the proposed Special Use Permit (SUP) for light manufacturing use at 107-C Eastern Avenue

REQUESTED ACTION:

Presentation and discussion of special use permit request
Recommendation to Board of Commissioners to approve or deny the special use permit

EXPECTED LENGTH OF PRESENTATION:

30 Minutes

SUBMITTED BY:

Michelle Eitner
Town Planner

BUDGET AMENDMENT REQUIRED:

N/A



STAFF REPORT



To: Planning Board Members
From: Michelle Eitner, Town Planner
Date: June 15, 2026
Case No. 26-16 Special Use Permit – Gilliam Light Manufacturing at 107-C Eastern Ave

THE REQUEST: To recommend to the Board of Commissioners approval or denial of the proposed Special Use Permit (SUP) for light manufacturing use at 107-C Eastern Avenue

INFORMATION:

- Location: 107 Eastern Avenue Unit C
- Applicant: Wilson Gilliam Jr of Gilliam Technical Services LLC
- Property Owner: 35th Street Processional Center LLC
- Zoning District: General Business (B-1)
- LUP Future Land Use: Compact/Multi-family neighborhood
- Existing Land Use: Flex Space Unit (vacant)
- Proposed Land Use: Light Manufacturing within existing flex space unit
- Adjoining Uses/Zoning: North: Flex space units (B-1); West: Dollar General (B-1); East (Across Eastern Avenue): Multi-family (TCA); South: Flex space units (B-1)
- Utilities: Water and wastewater provided by Town

OPTIONS:

1. Recommend approval of the special use permit as presented
2. Recommend approval of the special use permit with conditions to bring the proposal into compliance with the Required Findings
3. Recommend denial of the special use permit based on specific failures to meet requirements
4. Table the recommendation pending additional information necessary to make a decision

ATTACHMENTS:

- Attachment A – Staff Report
- Attachment B – Vicinity Map
- Attachment C – Zoning Map
- Attachment D – Application Package
- Attachment E – LDO Section 20 Special Use Permits (Especially Section 20.E.1 Required Findings)
- Attachment F – LDO Section 9.C B-1 General Business District
- Attachment G – Comprehensive and CAMA Land Use Plan Future Land Use Map & Classification

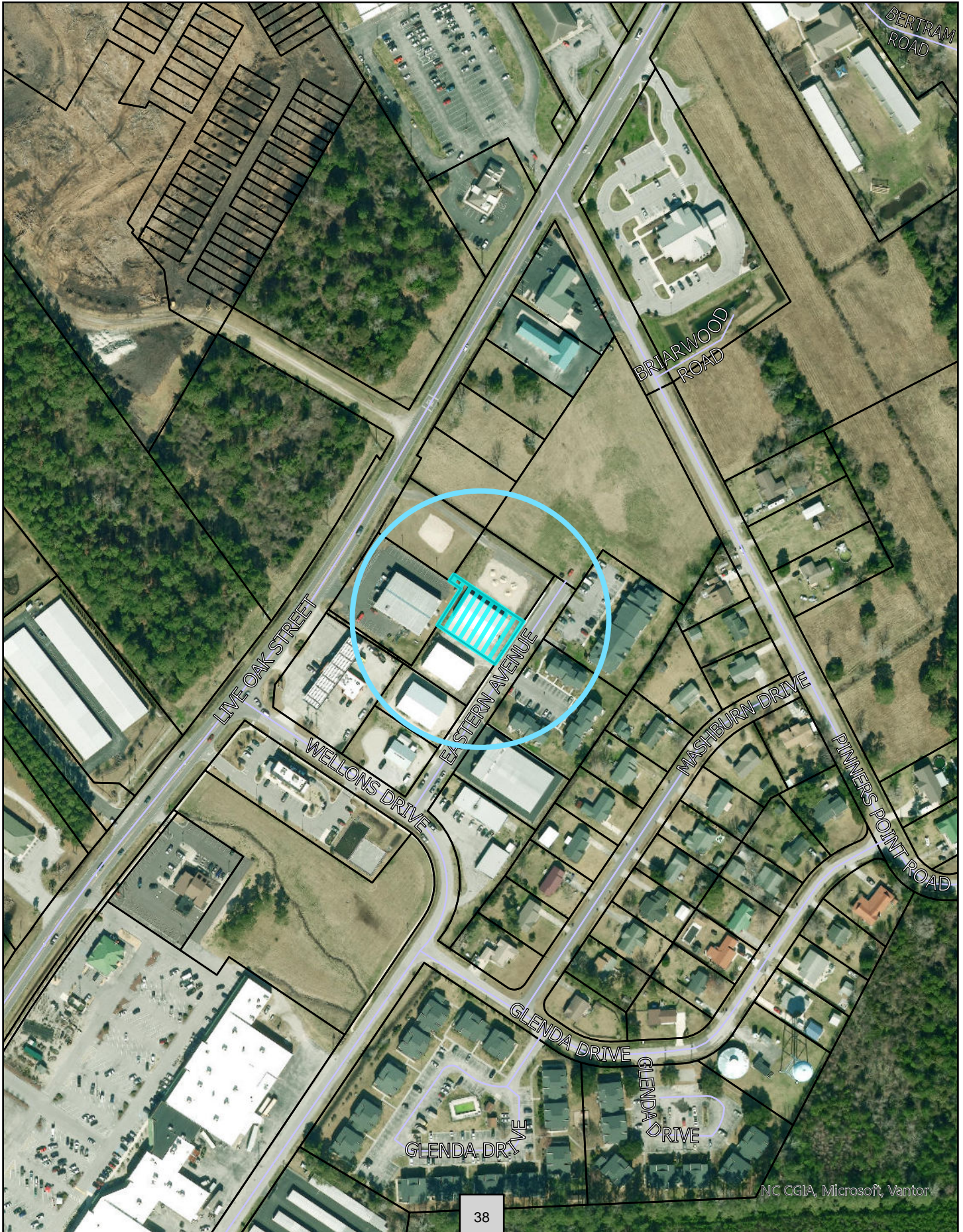
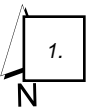
STAFF COMMENTS:

Wilson Gilliam Jr of Gilliam Technical Services LLC has applied for a Special Use Permit to operate a light manufacturing business (indoor light assembly of ballistic protective equipment) at 107-C Eastern Avenue.

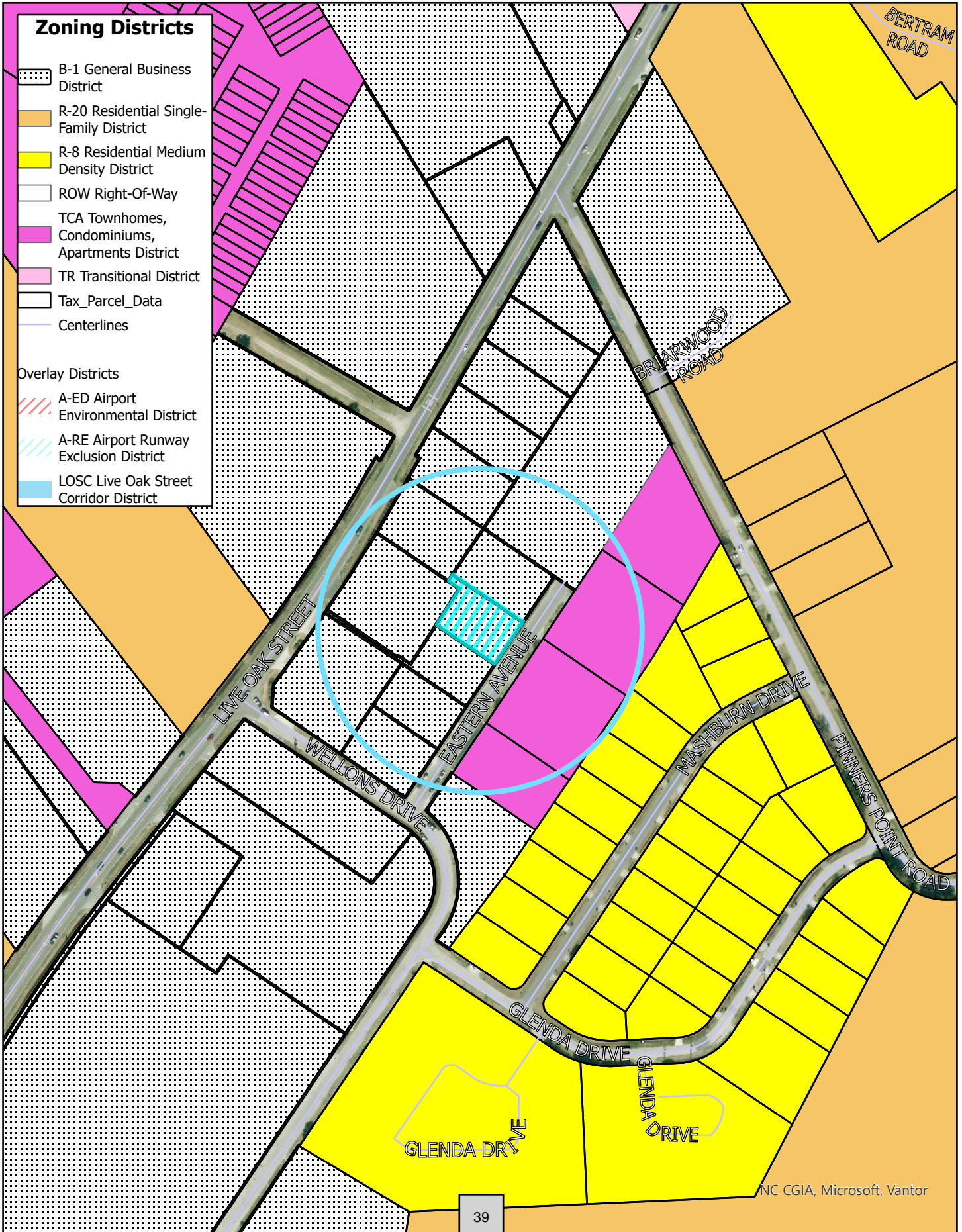
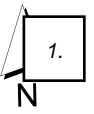
The Technical Review Committee (TRC) received this item for review digitally and all responded with no comments or issues.

LDO Section 20.C identifies, “The Planning Board will review and make recommendations regarding all applications for a special use permit.” The Special Use Permit Required Findings are included in the agenda packet for consideration.

Case 26-16 SUP 107C Eastern Ave Gilliam Light Manufacturing Vicinity Map



Case 26-16 SUP 107C Eastern Ave Gilliam Light Manufacturing Zoning Map





APPLICATION FOR A SPECIAL USE PERMIT

Instructions:

Please complete the form below including all required attachments, a **\$400.00 application fee**, and return to the Beaufort Town Hall; 701 Front Street; P.O. Box 390; Beaufort, N.C.; 28516. Incomplete applications will not be processed but will be returned to the applicant. Please call Planning and Inspections at (252) 728-2142 if there are any questions.

APPLICANT INFORMATION

Applicant Name: Gilliam Technical Services LLC

Applicant Address: 6905 Emerald Drive, Emerald Isle, NC 28594

Phone Number: (757) 701-5054 Email: [REDACTED]

Property Owner Name: 35th Street Professional Center LLC

Address of Property Owner: PO Box 955 Morehead City, NC 28557

Phone Number: (252) 342-5740 Email: [REDACTED]

PROPERTY INFORMATION

Property Address: 107C Eastern Avenue, Beaufort NC 28516

15-Digit PIN: 730612959746000 Lot/Block #: Lot 14

Size of Property (in square feet or acres): 0.325 acres ; B-1

Current Use of Property: B-1 (various tenants) Requested Use: Manufacturing, Light

An application fee of **\$400.00**, either in cash, money order, or check made payable to the "Town of Beaufort" must accompany this application (a credit card payment can be made in person at Town Hall). The complete application, payment, and supporting materials must be received by Town Staff at least 15 working days prior to a regularly scheduled Planning Board meeting date.

Please refer to the Town's **Land Development Ordinance**, Sections 20 & 27, and all other pertinent sections of the Ordinance for information required to accompany this application. Any plans or documents submitted should be submitted in an electronic or digital format and one printed color copy of such documents submitted with the application.
The town's website address is _____

[Signature] 08 May 2021
Applicant Signature Date of Applicant's Signature
See Owner Authorization letter attached
Property Owner Signature (if different than above) Date of Owner's Signature

OFFICE USE ONLY Revised 8/2020
Date: _____ Reviewed for Completeness By: _____
Received by: _____ Date Deemed Complete and Accepted: _____

Please be advised that email addresses have been removed by staff from this application & attachments to protect the applicant from AI spam emails.

**35TH STREET PROFESSIONAL CENTER, LLC
P. O. BOX 955
MOREHEAD CITY, NC 28557
252-342-5740**

May 4, 2026

Town of Beaufort
Planning and Inspections Dept.
701 Front St.
Beaufort, NC 28557

RE: Owner Authorization for Special Use Permit Application
Property: 107 Eastern Avenue, Unit C, Beaufort, NC 28516
Parcel #: 730612959746000

To Whom It May Concern:

35th Street Professional Center, LLC is the owner of the record of the property located at 107 Eastern Avenue, Beaufort, NC 28516, identified by Carteret County Parcel #: 730612959746000 (Deed Book 1755, Page 001).

As property owner, 35th Street Professional Center hereby authorizes Gilliam Technical Services LLC (doing business as Gilliam Arms), with Wilson Gilliam Jr. as authorized representative, to submit a Special Use Permit application to the Town of Beaufort for Unit C of the above-referenced property.

This authorization extends to all communications, submissions, hearings and other administrative procedures associated with the Special Use Permit application process before the Town of Beaufort Planning and Inspections Department, the Planning Board, and the Board of Commissioners.

This authorization shall remain in effect through the conclusion of the Special Use Permit review process.

Should you have any questions regarding this authorization, please contact the undersigned at the contact information provided below:



Authorized Representative Name

Managing Member

Title

35th Street Professional Center

P.O. Box 955
Morehead City, NC 28557
252-342-5740



GILLIAM TECHNICAL SERVICES LLC

May 8, 2026

Town of Beaufort

Planning and Inspections Department

Attn: Ms. Michelle Eitner, Town Planner

701 Front Street

P.O. Box 390

Beaufort, NC 28516

RE: Application for Special Use Permit

Property: 107 Eastern Avenue, Unit C, Beaufort, NC 28516

Parcel #: 730612959746000 (Lot 14, PB 29 / Pg 528; DB 1755 / Pg 001)

Applicant: Gilliam Technical Services LLC

Owner: 35th Street Professional Center, LLC

Requested Use: Manufacturing, Light (B-1 General Business — listed special use per LDO § 9(C)(6))

Dear Ms. Eitner:

Gilliam Technical Services LLC (the "Applicant") respectfully submits this Application for a Special Use Permit to operate a Manufacturing, Light use within Unit C of the existing four-unit flex commercial building located at 107 Eastern Avenue, Beaufort, North Carolina. The use is a listed special use within the B-1 General Business district pursuant to Section 9(C)(6) of the Town of Beaufort Land Development Ordinance.

The proposed operation consists of indoor light assembly of ballistic protective equipment within an existing 1,325-square-foot tenant unit. No exterior modifications, demolition, or expansion of any existing structure are proposed. The Applicant has provided the seven required findings of fact in support of this Application in the accompanying Supporting Findings Narrative.

Submission Method. This Application is being delivered to the Town of Beaufort by both methods: (i) the printed package and the four-hundred-dollar (\$400.00) application fee are being hand-delivered to Beaufort Town Hall at 701 Front Street; and (ii) the complete electronic package is being submitted by email to the Planning and Inspections Department contemporaneously with the printed delivery.

Owner Authorization. Owner authorization is provided by the attached Owner Authorization Letter from 35th Street Professional Center, LLC, signed by Mr. Michael Guist, Managing Member, dated May 4, 2026. The owner-signature line on the Town's application form is intentionally left blank as authorization is documented by the separate letter. For clarity: this Application is filed in the name of Gilliam Technical Services LLC only; any reference to a trade name or DBA in the Owner Authorization Letter is not relevant to this Application and may be disregarded for purposes of this filing.

Enclosures. The complete package consists of the following:

1. Application for Special Use Permit (signed by Applicant; \$400.00 fee enclosed).
2. Supporting Findings Narrative (LDO § 20(E)(1)(a)-(g)).
3. Owner Authorization Letter (35th Street Professional Center, LLC, dated May 4, 2026).
4. Engineered Civil Site Plan Package (Arendell Engineers, NC C-1509, dated May 25, 2022) — submitted for Town reference as the engineered civil site plan of record for the Property.
5. Recorded Final Plat (Eastern Avenue Subdivision, Plat Book 29, Page 528) — establishing the parcel boundary and zoning setbacks of record.
6. Tenant Location & Operations Overlay — supplemental tenant-specific reference document identifying Unit C and proposed operational disciplines; not a sealed survey or engineered site plan.

Should the Town require any additional documentation, clarification, or supporting materials to deem this Application complete, please do not hesitate to contact the Applicant's authorized representative at the contact information below. The Applicant looks forward to working with the Planning Staff, the Planning Board, and the Board of Commissioners through the review process and is committed to operating the proposed use in full compliance with the conditions of any Special Use Permit issued.

Thank you for your time and consideration.

Respectfully submitted,



Wilson Gilliam, Jr.
Authorized Representative
Gilliam Technical Services LLC
(757) 701-5054



cc: Ms. Laurel Simpson Anderson, Administrative Support Specialist (electronic)
File

GILLIAM TECHNICAL SERVICES LLC

A North Carolina Limited Liability Company

SUPPORTING NARRATIVE FOR SPECIAL USE PERMIT APPLICATION

Required Findings under Beaufort LDO Section 20(E)(1)(a)–(g)

Submitted to:

Town of Beaufort Board of Commissioners
c/o Planning and Inspections Department
701 Front Street, P.O. Box 390
Beaufort, North Carolina 28516

Subject Property:

107 Eastern Avenue, Unit C, Beaufort, North Carolina 28516
Parcel No. 730612959746000 (Old Parcel ID 9746)
Deed Book 1755, Page 001 / Plat Book 29, Page 528
Zoning District: B-1 General Business

Applicant:

Gilliam Technical Services LLC
Wilson Gilliam Jr., Authorized Representative
6905 Emerald Drive, Emerald Isle, North Carolina 28594
(757) 701-5054 / [REDACTED]

Date:

May 4, 2026

Requested Use:

Manufacturing, Light — Listed Special Use within the B-1 General Business District per LDO Section 9(C)(6)

I. INTRODUCTION AND SUMMARY OF PROPOSED USE

Gilliam Technical Services LLC, a North Carolina limited liability company (the “Applicant”), respectfully submits this narrative in support of its Application for a Special Use Permit (the “Application”) to operate a light assembly facility for ballistic protective equipment within Unit C of the existing four-unit pre-engineered steel flex commercial building located at 107 Eastern Avenue, Beaufort, North Carolina (the “Property”). The Property is zoned B-1 General Business. The proposed use is classified as “Manufacturing, Light” and is expressly listed as a Special Use within the B-1 District in Section 9(C)(6) of the Town of Beaufort Land Development Ordinance (the “LDO”).

The Applicant operates a small-scale, indoor light-assembly business that produces hard ballistic armor plates for law enforcement, military, and lawful civilian buyers. The proposed operation occupies the interior approximately 1,325 square feet of Unit C only. There are no proposed exterior modifications, no outdoor storage, no industrial processes generating exterior emissions, and no anticipated impact on the surrounding commercial area beyond the routine vehicular traffic of a maximum of four employees and incidental small-parcel deliveries.

This narrative is offered as the “information supporting the existence of the required findings” called for by LDO Section 20(B)(1)(c), and addresses each of the seven findings the Board of Commissioners must make under LDO Section 20(E)(1) before granting a Special Use Permit. The Applicant respectfully submits that competent, material, and substantial evidence within the meaning of N.C. Gen. Stat. § 160D-406 and LDO Section 20(E)(2) supports each of the seven required findings.

II. PROPERTY AND OPERATIONAL DESCRIPTION

A. The Property

The Property consists of approximately 0.325 acres (approximately 14,170 square feet, with overall site dimensions of approximately 150 feet by 100 feet), improved with a single four-unit pre-engineered steel flex commercial building of approximately 4,950 gross square feet (per the engineered civil site plan of record). The building's long axis runs roughly northwest-to-southeast, perpendicular to Eastern Avenue. The four tenant units (each approximately 25 feet wide by 53 feet deep, totaling approximately 1,325 square feet per unit) are arranged in a row along that long axis. Unit C is the second of four roll-up bays from the northwest end of the building (and the third from the southeast end), positioned between two other tenant units. Unit C is configured with a roll-up bay door and a separate pedestrian entry on the southwest face of the building (which faces the interior gravel parking and drive aisle of the complex), and shares an interior coded-access restroom whose door is flush with the southwest exterior face of the building. Vehicular access to the Property is provided by an existing curb cut and gravel drive aisle along Eastern Avenue, a public right-of-way of approximately fifty (50) feet.

The Property is situated on a commercial parcel between Eastern Avenue and Live Oak Street, in a well-established light-commercial corridor. The subject building is located directly behind a discount retail store fronting Live Oak Street, the rear elevation of which faces the Applicant's tenant unit, with that retail store's ground-mounted HVAC equipment immediately adjacent to the Applicant's proposed operating space. The corridor includes additional retail and service uses, including a gasoline service station nearby on Live Oak Street. The ambient sound environment of the surrounding area — including continuous HVAC operation, vehicle traffic, refuse pickup, and routine retail and service operations — substantially exceeds any noise signature that could be produced by the Applicant's proposed indoor light-assembly operation.

The Property is owned of record by 35th Street Professional Center LLC. Owner authorization for this Application has been provided separately and is included in the application materials.

Surrounding properties are also developed and used predominantly for commercial purposes consistent with the B-1 General Business district. The parcel immediately adjoining the subject property to the southwest, addressed as 105 Eastern Avenue, is also owned by the same property owner (35th Street Professional Center, LLC). Other adjoining and nearby parcels along Eastern Avenue and Live Oak Street are in active commercial use, including discount retail, automotive fuel service, and other small-business commercial occupancies. There are no residential dwellings immediately adjoining the subject tract; certain residential dwellings are present across the Eastern Avenue right-of-way to the southeast, separated from the subject property by the public street and its associated fifty-foot (50') right-of-way.

B. The Proposed Operation

The Applicant proposes to use Unit C as an indoor light-assembly facility for ballistic protective equipment. The work consists primarily of laminating, pressing, trimming, and bagging pre-fabricated component materials (ceramic plates, polyethylene laminate sheeting, woven nylon covers, and adhesive films) to produce finished hard armor plates. All operations are conducted indoors within the existing tenant space.

Specifically:

- Hours of operation: Monday through Friday, 7:00 AM to 6:00 PM, with occasional Saturday work as project demand requires.
- Employees: A maximum of four (4) on-site personnel.
- Outdoor storage: None proposed. All materials, components, work-in-process, and finished goods are stored indoors within Unit C.
- Exterior modifications: None proposed. No structural changes, demolition, expansion, or new construction.
- Signage: Existing tenant identification only, not exceeding twenty-four inches by thirty-six inches (24" x 36"); no new freestanding or illuminated signage is proposed.
- Hazardous materials: None. Bonding agents and adhesives are commercially available products stored indoors in retail-sized containers in accordance with OSHA requirements. No bulk chemical storage is proposed.

- **Equipment:** A single-phase 220-volt cure oven and an indoor CO₂ laser cutter; both are commercial light-industrial tools designed for indoor use in standard commercial occupancies, with no exterior emissions or audible operation outside the unit.
- **Process temperature limit:** The cure oven is operationally limited to a maximum processing temperature of three hundred degrees Fahrenheit (300°F). This ceiling is well below the auto-ignition or thermal-decomposition thresholds of any materials handled in the operation and provides a substantial safety margin against thermal incidents.
- **Operator presence:** No equipment is operated unless trained personnel are physically present on-site. No automated, unattended, or after-hours processing is conducted. All cure cycles, laser-cutting operations, and other equipment functions occur only during staffed hours of operation.
- **Deliveries:** Routine small-parcel and palletized deliveries by common carrier (UPS, FedEx, motor freight). No frequent heavy-truck traffic is anticipated.

III. THE SEVEN REQUIRED FINDINGS UNDER LDO SECTION 20(E)(1)

FINDING (a): The proposed use is an allowable special use in the zoning district it is being located within.

The Property is located within the B-1 General Business District. LDO Section 9(C)(6) explicitly enumerates the special uses permitted within the B-1 District, and that enumeration expressly includes “Manufacturing, Light.” The same use is also listed under the “S” designation for the B-1 column in Table 9-9 (Nonresidential Zoning Districts Table of Uses) of the LDO. The proposed light-assembly operation falls within the LDO definition of “Manufacturing, Light” because it consists of the indoor, low-intensity assembly of finished consumer goods from pre-fabricated components without on-site primary production of raw materials, without bulk chemical processing, and without exterior storage or disposal.

FINDING (b): The application is complete.

The Applicant has submitted a complete application package in accordance with LDO Section 20(B)(1) and Section 18(C). The package includes the following items, identified by the corresponding subsection of Section 20(B)(1)(a):

- (i) Vicinity map and survey identifying the parcel and the zoning and use of all adjacent properties — addressed by the recorded final plat of the Eastern Avenue Subdivision (Plat Book 29, Page 528) and by the engineered civil site plan package submitted herewith for reference.
- (ii) Legend identifying all symbols on the map — included in the engineered civil site plan package submitted herewith.
- (iii) North arrow and graphic scale — included in the engineered civil site plan package submitted herewith.

- (iv) Layout showing existing structures, parking, driveways, points of ingress and egress, easements, minimum building lines, and street rights-of-way — addressed in the engineered civil site plan package submitted herewith. No new structures, buffering, or landscaping are proposed because the proposed operation is fully contained within an existing tenant space.
- (v) Site data block stating the proposed use, square footage of proposed and existing structures, site zoning, total acreage, number of lots, minimum lot size, and average lot size — included in the engineered civil site plan package submitted herewith and supplemented by the description set forth in this narrative.
- (vi) Map book, page number, and deed book information — DB 1755 / Pg 001; PB 29 / Pg 528 (also reflected on the recorded plat and the engineered civil site plan package submitted herewith).
- (vii) Notation regarding inclusion in any adopted Town plan — addressed within Finding (c) below.
- (viii) Other related information — provided in this narrative and accompanying exhibits.
- (ix) Required environmental permit improvements — none are required for an indoor tenant-space light-assembly use producing no regulated discharges.

Section 20(B)(1)(b) — the Application states the Special Use Permit sought (Manufacturing, Light, B-1 District). Section 20(B)(1)(c) — the supporting findings narrative is the document presently before the Board. Section 20(B)(2) is inapplicable because the Property is not located in a residential zone.

Pursuant to LDO Section 18(B), the proposed project is below the trigger thresholds at both the whole-building level (the existing building is approximately 4,950 gross square feet, below the 5,000-square-foot threshold) and the tenant-improvement level (approximately 1,325 square feet, well below any applicable threshold for required exterior site improvements or expansion). No portion of the proposed activity exceeds 5,000 square feet of floor area, and no expansion of any existing structure is proposed (an expansion would have to exceed twenty percent (20%) of existing floor area to trigger Section 18(B), which it does not). Notwithstanding the inapplicability of Section 18(B), the Applicant submits in support of this Application: (a) the recorded final plat of the Eastern Avenue Subdivision (Plat Book 29, Page 528), establishing the parcel boundary and conveying setback information, and (b) the engineered civil site plan package prepared for the Property by Arendell Engineers (NC C-1509), dated May 25, 2022, for staff reference. The Applicant certifies that the parcel boundary, dimensions, and zoning information shown on the recorded plat remain true and accurate as of the date of this Application, and the Applicant proposes no exterior changes to the site.

FINDING (c): The location and character of the use will be in conformity with the Town's Comprehensive and CAMA Land Use Plan and other comprehensive planning elements.

The Property is located within an established commercial corridor along Eastern Avenue, in a zoning district (B-1) created specifically to accommodate “a wide variety of sales and service facilities ... to the general public” throughout the Town's planning and development regulation jurisdiction (LDO Section 9(C)). The Town's Comprehensive Plan and the joint CAMA Land Use Plan adopted for Beaufort and Carteret County identify and protect such commercial corridors for continued small-business commercial and light industrial use, and identify economic diversification, retention of small employers, and reinvestment in existing commercial structures as priorities.

The proposed use directly furthers each of those planning priorities. It is a small-business operation; it occupies and reinvests in an existing under-utilized tenant space; it generates skilled employment within the Town; and it contributes to the diversification of the local economy through advanced light manufacturing rather than through additional retail or hospitality development. The Property is not within any CAMA Area of Environmental Concern, and the proposed indoor activity does not implicate any of the resource-protection or estuarine-shoreline policies of the CAMA Land Use Plan.

Approval of the Special Use Permit also positions the Applicant to grow and remain within the Town of Beaufort. The Applicant is presently expanding its operations and anticipates increased production demand over the next several years. Establishing the Applicant's operations at 107 Eastern Avenue allows the Applicant to retain its base of operations within Beaufort, to add additional skilled employees as the business grows, and — should demand exceed the capacity of Unit C — to pursue further development of additional tenant space, additional building square footage, or a future purpose-built facility within the Town's planning and development regulation jurisdiction. Each of those outcomes is consistent with the Town's stated planning priorities of small-business retention, economic diversification, and reinvestment in existing commercial corridors. Denial of the Special Use Permit, by contrast, would foreclose those opportunities at this location and would foreseeably push the Applicant's expansion outside the Town's tax base.

FINDING (d): Streets, driveways, parking lots, traffic control, and any other traffic circulation features shall be designed and provided in accordance with current traffic engineering standards and Town regulations and found to be adequate for the proposed special use.

The Property fronts Eastern Avenue, a public street with a fifty-foot (50') right-of-way that is presently configured to support the established four-unit commercial complex. Vehicular access to Unit C utilizes the existing curb cut and gravel drive aisle that already serves all four tenant units; no new driveway, curb cut, or street improvement is proposed.

The proposed use is low-intensity in traffic terms. With a maximum of four (4) employees and a typical daily volume of one to three small-parcel deliveries, the use will generate fewer vehicle trips per day than an equivalently-sized retail tenant. The existing parking aisle already accommodates the parking demand generated by all four units; the addition of Unit C's four-employee operation does not exceed the practical capacity of the existing layout. No traffic-control features (signals, turn lanes, decel lanes) are required because the use does not

approach any traffic-engineering threshold associated with peak-hour generation, queueing, or sight-distance impacts.

FINDING (e): The proposed special use will not substantially injure the value of adjoining or abutting properties.

The proposed use will not substantially injure the value of adjoining or abutting properties for three independent reasons.

First, no exterior change to the Property is proposed. The visual, architectural, and site-level appearance of 107 Eastern Avenue from the perspective of any adjoining or abutting property will be unchanged. There is no proposed demolition, expansion, exterior storage, fencing alteration, lighting alteration, or signage change beyond existing tenant identification. Property valuation depends in significant part on visible site conditions, and visible site conditions will not change.

Second, the use itself produces no off-site externalities of the type that influence neighboring property values. There are no exterior emissions (no smokestacks, dust collectors, or process exhausts beyond standard HVAC), no audible operations outside the tenant space, no outdoor storage, no hazardous-material storage, no high-volume traffic generation, and no operations outside ordinary daytime business hours. The off-site footprint of the proposed use is indistinguishable from that of a small office, retail, or service tenant.

Third, the surrounding properties are themselves zoned B-1 General Business and are used for commercial purposes. The proposed use is consistent with the established commercial character of those adjoining properties and does not introduce a use intensity, scale, or character meaningfully different from the uses already present at adjacent parcels. Light assembly indoors in an existing flex commercial bay is not a non-conforming intrusion; it is a continuation of the commercial character the B-1 District is designed to support.

Fourth, as to the residential dwellings located across Eastern Avenue from the subject property, the Applicant submits that the proposed use will have even less impact on those residences than on the directly adjoining commercial neighbors. The proposed use generates no exterior emissions audible across the public right-of-way, produces no nighttime or after-hours operations, requires no new exterior lighting, and generates traffic at intensities indistinguishable from typical small-business tenant occupancy. The fifty-foot (50') Eastern Avenue right-of-way provides additional physical separation between the proposed use and any across-street residence, and the operational discipline of the proposed use ensures that the across-street residential character is not affected by the proposed activity.

FINDING (f): The proposed special use will be compatible and in harmony with adjoining land uses and the development patterns of the immediate area.

The immediate area along Eastern Avenue is a commercial corridor characterized by small flex commercial buildings, professional offices, light service establishments, and similar tenant-occupied structures. The four-unit building of which Unit C is part is itself a representative

example of this development pattern. The proposed use is compatible with that pattern in scale, in operational profile, and in tenant footprint.

Compatibility is reinforced by the operational discipline of the proposed use. Hours of operation (7:00 AM to 6:00 PM weekdays, occasional Saturday) align with ordinary business-hour patterns of adjoining commercial tenants. The four-employee headcount is in line with the typical staffing of neighboring tenants. No exterior change is proposed. No use-specific buffering or screening is needed because the use neither generates exterior impacts nor differs visibly from the existing four-unit tenant configuration.

The proposed use also represents the kind of small-business reinvestment in existing commercial buildings that the B-1 District is intended to encourage. Approval of the Special Use Permit reinforces, rather than disrupts, the development pattern that the Town has established along Eastern Avenue, and it supports the Applicant's continued operation, growth, and additional employment within the Town.

FINDING (g): The proposed use will not materially endanger the public health or safety of the community if located where proposed and developed according to the submitted and approved plan.

The proposed use will not materially endanger public health or safety. The materials handled in the proposed operation — ceramic tile, ultra-high-molecular-weight polyethylene sheeting, woven textile cover materials, and small quantities of commercially-available adhesive bonding agents stored in retail-sized containers — are not classified as hazardous under OSHA or NFPA storage thresholds applicable to small commercial occupancies, and are not regulated as hazardous materials storage under LDO Section 20.

The cure oven and CO₂ laser cutter to be used in the operation are commercial light-industrial tools designed for indoor use in standard commercial occupancies. The cure oven is operationally limited to a maximum processing temperature of three hundred degrees Fahrenheit (300°F), which is well below the thermal-decomposition or auto-ignition thresholds of any materials handled in the operation and provides a substantial safety margin against thermal incidents. The CO₂ laser is operated indoors with appropriate ventilation and air-handling per manufacturer specifications and OSHA workplace air quality requirements. As an optional ventilation enhancement, and only in accordance with the terms of the Applicant's lease and with the property owner's written consent, the Applicant may install a flat, static (non-mechanical, non-protruding) exterior vent to facilitate passive air exchange. No such installation is currently proposed as part of this Application. Both pieces of equipment operate on standard single-phase service and do not require any modification to existing utilities. As an additional safety control, no equipment is operated unless trained personnel are physically present on-site; the Applicant does not conduct unattended, automated, or after-hours processing of any kind.

The finished products manufactured at the Property — finished armor plates — are not firearms, ammunition, energetic materials, or any other category of regulated dangerous good. The Applicant does not propose to store, sell, transfer, or display firearms or ammunition at the

Property. Finished products are shipped via common carrier from the Property to commercial and institutional customers.

The Applicant has obtained or will maintain all required federal, state, and local registrations applicable to its line of work, will continue to comply with all applicable building, fire, and life-safety codes administered by the Town, and will operate in accordance with the submitted and approved plan. There is no element of the proposed operation that introduces a material risk to public health or safety beyond that ordinarily associated with comparable small-business commercial occupancies in B-1.

IV. CONCLUSION AND REQUEST

Based on the foregoing, the Applicant respectfully submits that competent, material, and substantial evidence supports each of the seven findings required by LDO Section 20(E)(1)(a) through (g) and that the proposed use is appropriate for approval at the subject Property. The Applicant respectfully requests that the Planning Board recommend approval of the Application and that the Board of Commissioners grant the Special Use Permit authorizing the proposed Manufacturing, Light use at 107 Eastern Avenue, Unit C, Beaufort, North Carolina, subject to such reasonable conditions as the Board of Commissioners may impose pursuant to LDO Section 20(E).

Respectfully submitted,

Wilson Gilliam Jr.

Authorized Representative

Gilliam Technical Services LLC

Date: _____

TENANT LOCATION & OPERATIONS OVERLAY - 107C EASTERN AVENUE, BEAUFORT NC

Supplemental to engineered civil site plan of record (Arendell Engineers, NC C-1509, 5/25/2022) - Proposed Use: Manufacturing, Light - Zoning: B-1

GILLIAM TECHNICAL SERVICES LLC

PROJECT
 Tenant Location & Operations Overlay
 107 Eastern Avenue, Unit C
 Beaufort, NC 28516

SITE DATA

Parcel #:	730612959746000
Old Parcel ID:	9746
Deed Ref:	DB 1755 / Pg 001
Plat Ref:	PB 29 / Pg 528
Subdivision:	Eastern Avenue
Legal Desc:	L14 Eastern Avenue
Owner:	Center LLC
Total Site:	0.325 ac (~14,170 SF)
Site Dim:	~150 ft x 100 ft
Unit C:	~25 x 53 = ~1,325 SF
Building:	4-unit pre-eng. steel flex commercial
Zoning:	B-1 General Business
Township:	Beaufort
Fire Dist:	46 Beaufort Rescue
Lat/Long:	34.732 N / 76.637 W
Tax Value:	\$468,780

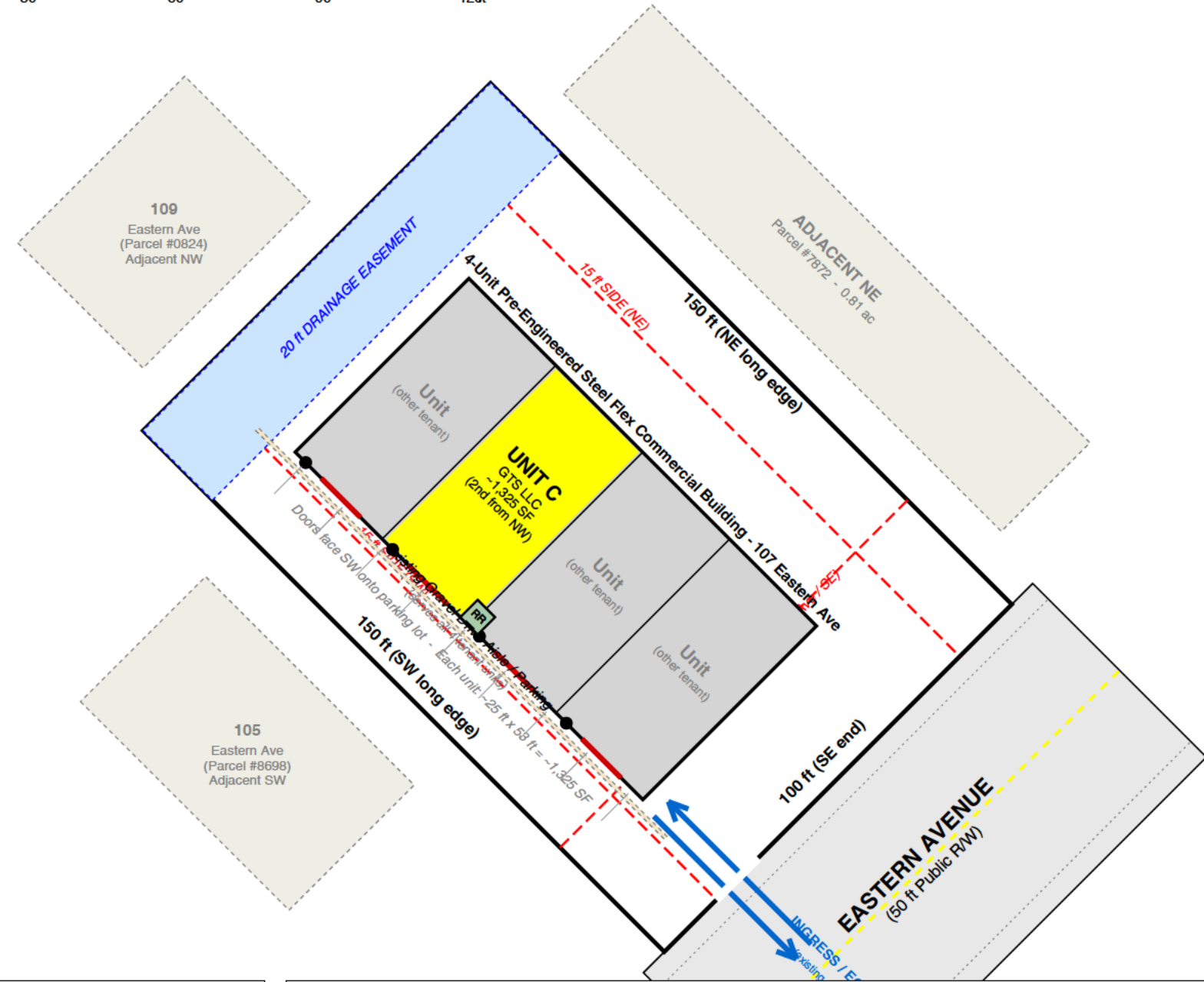
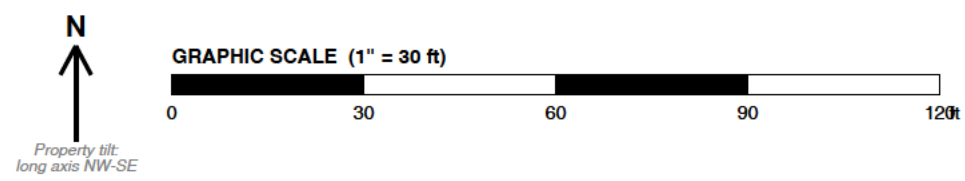
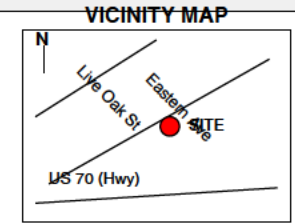
B-1 SETBACKS (Table 9-5)

Front (SE):	30 ft from R/W
Rear (NW):	15 ft
Side (NE/SW):	15 ft
Height Limit:	40 ft
Min Lot Size:	5,000 SF
Min Lot Width:	60 ft

DRAWING INFO

Date:	5/4/2026
Scale:	1" = 30 ft
Sheet:	1 of 1
Sheet ID:	GTS-OVL-107C-001
Rev:	F (tenant overlay)

APPLICANT
 Gilliam Technical Services LLC
 Wilson Gilliam Jr.
 Authorized Representative
 (757) 701-5054



LEGEND

- Property boundary
- Required B-1 setback (30/15/15)
- 20 ft drainage easement
- Eastern Avenue centerline
- Unit C subject premises (~1,325 SF)
- Existing flex commercial building
- Existing gravel drive / parking
- Adjacent building (reference only)
- Roll-up bay door
- Pedestrian door
- Shared restroom (interior, coded)
- Vehicular ingress / egress

- TENANT OPERATIONAL NOTES**
1. Proposed use: Manufacturing, Light - Listed special use in B-1 per LDO Section 9(C)(6).
 2. Operations: Indoor light assembly of ballistic protective equipment.
 3. Hours: Mon-Fri 7:00 AM - 6:00 PM, occasional Sat. Max 4 employees.
 4. No outdoor storage. No hazardous materials. Bonding agents in retail containers per OSHA. Existing identification signage only (max 24" x 36").
 5. No proposed structural modifications, demolition, or expansion.
 6. Setbacks per LDO Table 9-5 (B-1): 30 ft front (SE) / 15 ft rear (NW) / 15 ft side (NE & SW long edges). Existing building conforming.
 7. Vehicular access: existing curb cut on Eastern Ave (50 ft public R/W), SE property line. Existing gravel drive aisle SW of building serves all 4 tenant units. Adequate for proposed low-intensity use.
 8. 20 ft drainage easement on NW property line. No encroachment.
 9. Equipment: BuiltAmerica oven (220V, limited to 300°F max); Monport CO2 laser (indoor, manufacturer-spec ventilation). No equipment operated unless personnel physically on-site. No exterior emissions or noise.
 10. References: Recorded plat (PB 29 / Pg 528) and engineered civil site plan of record (Arendell Engineers, NC C-1509, 5/25/2022). Tenant fit-out ~1,325 SF; below LDO Section 18(B) trigger thresholds.

Tenant location & operations overlay prepared by Gilliam Technical Services LLC (GTS) for SUP application. Engineered civil site plan of record: Arendell Engineers, NC C-1509, dated 5/25/2022. This overlay is not a sealed survey or engineered site plan.

SECTION 20 Special Use Permits

A) *General.*

Special uses are practices which are not permitted by right in any zoning district in the Town but may only be granted after due consideration by the BOC. The consideration of a special use application is a quasi-judicial function to be conducted in accordance with the procedure set forth in Section 32, Quasi-Judicial Procedure. Special use permits may only be granted by the BOC following a recommendation by the Planning Board and the completion of the quasi-judicial review process by the BOC as outlined in Section 32.

A Special Use Permit is a permit issued to authorize development or land uses in a particular zoning district upon presentation of competent, material, and substantial evidence establishing compliance with one or more general standards requiring that judgment and discretion be exercised as well as compliance with specific standards.

B) *Special Use Permit Application Procedures.*

- 1) A written application for a special use permit in all zones shall be submitted to the Town's Planning and Inspections Department in accordance with the requirements of Section 1 and Section 31 of this Ordinance and all applicable administrative regulations. The application shall include:
 - a) A proposed use site plan which contains information documented in Section 18(C) of this Ordinance and the specific information below:
 - i) A vicinity map and survey of the parcel which shall include the zoning and use of all adjacent properties;
 - ii) A legend identifying all symbols on the map;
 - iii) A North arrow and a scale;
 - iv) A preliminary design of the proposed use which shows all existing and proposed structures, parking layouts, driveways, buffering, landscaping, points of ingress and egress, easements, minimum building lines, and street rights-of-way;
 - v) A site data block of features which includes the proposed use(s), square footage of the proposed and existing structure(s), site zoning, total acreage, number of lots, minimum lot size, and average lot size;
 - vi) The map book, page number, and deed book information;
 - vii) A note stating whether any portion of the property is included in any adopted Town plan; and,
 - viii) Any other related information requested by Town staff, the Planning Board, or the BOC.
 - ix) All required environmental permit improvements needed for the property.
 - b) The special use permit sought; and,
 - c) Information supporting the existence of the required findings, and providing such plans or other relevant data as may be required by the Town.

- 2) Whenever an application is submitted for a special use permit in a residential zone, the applicant shall also include:
 - a) A narrative which illustrates the appropriateness of the proposed use in a residential zone. This narrative shall also describe all the architectural design features which make the proposed use and associated building compatible with the urban character of the residential neighborhood;
 - b) The submitted site plan shall also include all street front architectural elevation drawings to ensure the compatibility of the building(s) with the surrounding residential structures; and,
 - c) Additionally, the BOC and Town staff may require a professional rendering or any other graphic illustration of the proposed structure.
- 3) The application shall be reviewed by Town staff and submitted with comments and recommendation to the Planning Board for review. The Planning Board shall review the application for a special use permit and make a recommendation as to whether it should be approved or denied. After the Planning Board makes its recommendation, the application shall be forwarded to the BOC for consideration.

C) *Quasi-Judicial Proceeding Notification Requirements.*

The Planning Board will review and make recommendations regarding all applications for a special use permit. The BOC shall schedule a quasi-judicial proceeding for the application and BOC consideration after reasonable opportunity for staff and Planning Board review. In considering the application, the BOC shall follow the procedures set forth in Section 32, Quasi-Judicial Procedure.

D) *Procedures on Special Use Applications.*

In considering whether to approve an application for a special use permit, the BOC shall proceed as follows:

- 1) The BOC shall conduct an evidentiary hearing in accordance with the provisions of Section 32, Quasi-Judicial Procedure, herein. And consider relevant information regarding whether the required findings under Section 20(E) exist and whether the special use is appropriate in the proposed location.
- 2) The BOC shall consider whether the application complies with each individual required finding specified in Section 20(E). The BOC need not make the required findings at the time of the hearing and may vote to table the matter and request information if needed. If the special use permit application is approved, the BOC motion shall contain language showing all the required findings under Section 20(E) have been met, and in the absence of specific findings, it shall be conclusively presumed the application complies with all the findings in Section 20(E).
- 3) The BOC shall render a decision within a reasonable period of time not to exceed ninety days after holding the evidentiary hearing for the proposed special use application. The BOC need not issue a decision at the time of the hearing if additional information is needed and may table the matter until a later date.
- 4) If the application is found not to be in compliance with one or more of the required findings of Section 20(E) or any other applicable section of this Ordinance, the application shall be denied. Such motion shall specify the particular findings the application fails to meet.

- 5) Notwithstanding the specific requirements of this Ordinance, the BOC may impose additional conditions and reasonable requirements upon the requested special use permit in order to ensure the use is consistent with the required findings as specified under Section 20(E).
- 6) The BOC shall render its decision on the special use permit application, in writing, in accordance with the provisions of Section 32 herein.

E) Required Findings.

- 1) In addition to any other findings or requirements as specified by any other section of this Ordinance, before any application for a special use may be granted or denied, the BOC shall make each of the following findings:
 - a) The proposed use is an allowable special use in the zoning district it is being located within;
 - b) The application is complete;
 - c) The location and character of the use will be in conformity with the Town's Comprehensive and CAMA Land Use Plan and other comprehensive planning elements;
 - d) Streets, driveways, parking lots, traffic control, and any other traffic circulation features shall be designed and provided in accordance with current traffic engineering standards and Town regulations and found to be adequate for the proposed special use;
 - e) The proposed special use will not substantially injure the value of adjoining or abutting properties;
 - f) The proposed special use will be compatible and in harmony with adjoining land uses and the development patterns of the immediate area; and,
 - g) The proposed use will not materially endanger the public health or safety of the community if located where proposed and developed according to the submitted and approved plan.
- 2) The BOC shall make its findings based on "competent, material and substantial evidence" as described in N.C. Gen. Stat. §160D-406 in accordance with the procedures set forth in Section 32 herein.
- 3) Compatibility Standards for Special Uses in Residential Zones:
In deciding whether the architectural elements of the proposed special use in a residential zone will be compatible with the adjoining buildings, the BOC shall review said proposal in reference to the following architectural elements:
 - a) Size (footprint);
 - b) Height;
 - c) Proportion and scale;
 - d) Roof shape(s);
 - e) Setbacks;
 - f) Location, size, and number of openings (doors and windows);
 - g) Materials;
 - h) Color; and,
 - i) Texture.

C) ***B-1 General Business District.***

The General Business District is established as the zoning district in which a wide variety of sales and service facilities may be provided to the general public. This district will be located throughout the Town's planning and development regulation jurisdiction.

1) Minimum Lot Size.

All lots in the B-1 district shall be a minimum of five thousand square feet (5,000 ft²).

2) Minimum Lot Width.

All lots in the B-1 district shall have a minimum lot width of sixty feet (60') at the minimum building line.

3) Building Setback and Building Height Requirements and Limitations.

Subject to the exceptions allowed in this Ordinance, each structure on a lot in this zoning district shall be set back from the boundary lines of the lot at least the distances provided in the tables set forth in this section. The building height limitation in this district is provided in the tables set forth in this section.

Table 9-5 Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
B-1	30 feet	15 feet	15 feet	40 feet

4) Accessory Building Setback Requirements.

All accessory buildings shall comply with all setback provisions of this Ordinance, including but not limited to Section 2(F), Section 6 and Section 15 of this Ordinance.

5) Permitted Uses.

- | | |
|--|--|
| Amusement Establishment | Liquor Store |
| Antenna Co-Location on Existing Tower | Moped/Golf Cart Sales/Rentals |
| Aquaculture | Mortuary/Funeral Home/Crematorium |
| Assisted Living | Motor Vehicle Sales/Rentals |
| Athletic Field, Public | Museum |
| Bed & Breakfast | |
| Boat Sales/Rentals | Neighborhood Recreation Center, |
| Car Wash | Public |
| Club, Lodge, or Hall | Nursing Home |
| Commercial Indoor Recreation Facility | Office: Business, Professional, or Medical |
| Community Garden | Other Building-Mounted Antennae & |
| Concealed (Stealth) Antennae & Towers | Towers |
| Convenience Store | Outdoor Retail Display/Sales |
| Day Care Center | Park, Public |
| Dock | Parking Lot |
| Dry Boat Storage | Parking Structure |
| Financial Institution | Personal Service Establishment |
| Government/Non-Profit Owned/
Operated Facilities & Services | Pool Hall or Billiard Hall |
| Hospital | Produce Stand/Farmers' Market |
| Hotel or Motel | Public Safety Station |
| Kennel, Indoor Operation Only | Public Utility Facility |
| Library | Religious Institution |
| | Resource Conservation Area |

Restaurant with Drive-Thru Service
Restaurant with Indoor Operation
Retail Store
Satellite Dish Antenna
Signs, Commercial Free-Standing
Tavern/Bar/Pub with Indoor Operation

Temporary Construction Trailer
Theater, Small
Transportation Facility
Utility Minor
Vehicle Charging Station
Vehicle Service

6) Special Uses (*Special Uses* requirements may be found in Section 20 of this Ordinance).

Adult-Oriented Retail Establishment
Commercial Outdoor Amphitheater
Commercial Outdoor Recreation Facility
Commercial Waterfront Facility
Gas/Service Station
Golf Driving Range
Hazardous Material Storage
Kennel, Indoor/Outdoor Operation
Manufacturing, Light
Marina
Microbrewery
Microdistillery

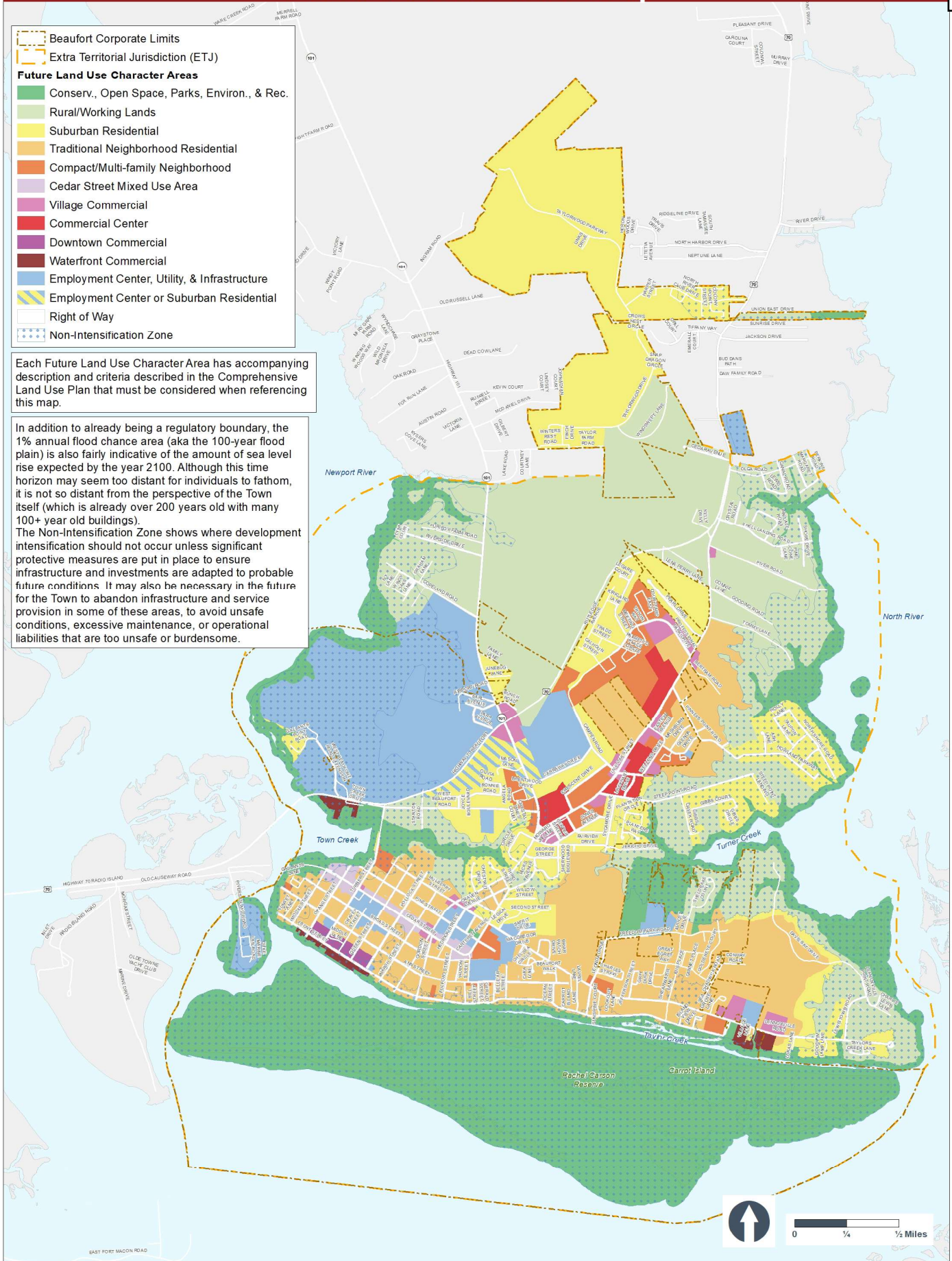
Mini-Storage
Mixed Use
Outdoor Amphitheater, Public
Outdoor Storage
Preschool
Restaurant with Outdoor Operation
School, K-12
School, Post-Secondary
Tavern/Bar/Pub with Outdoor Operation
Theater, Large
Utility Facility
Wholesale Establishment

Future Land Use Map

 Beaufort Corporate Limits
 Extra Territorial Jurisdiction (ETJ)
Future Land Use Character Areas
 Conserv., Open Space, Parks, Environ., & Rec.
 Rural/Working Lands
 Suburban Residential
 Traditional Neighborhood Residential
 Compact/Multi-family Neighborhood
 Cedar Street Mixed Use Area
 Village Commercial
 Commercial Center
 Downtown Commercial
 Waterfront Commercial
 Employment Center, Utility, & Infrastructure
 Employment Center or Suburban Residential
 Right of Way
 Non-Intensification Zone

Each Future Land Use Character Area has accompanying description and criteria described in the Comprehensive Land Use Plan that must be considered when referencing this map.

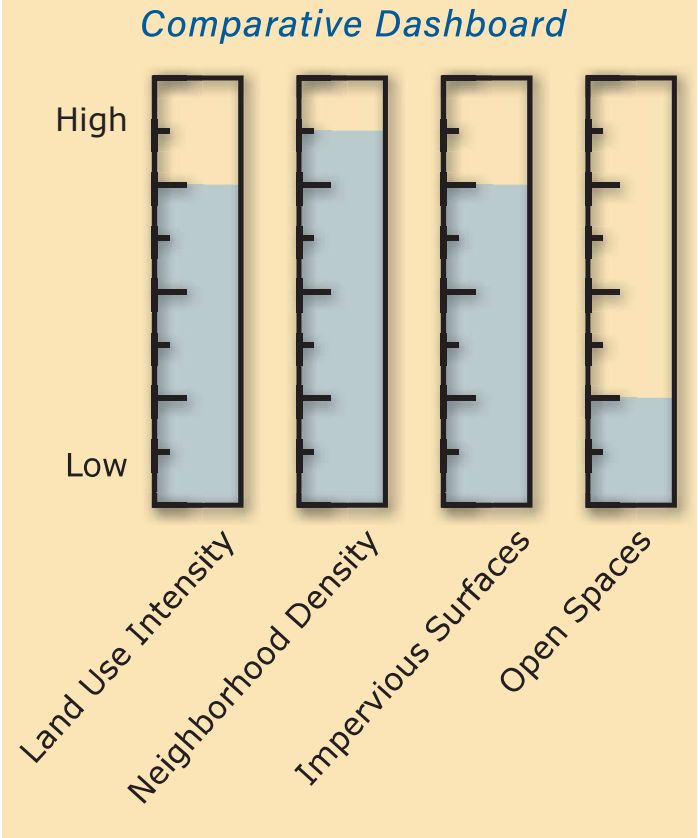
In addition to already being a regulatory boundary, the 1% annual flood chance area (aka the 100-year flood plain) is also fairly indicative of the amount of sea level rise expected by the year 2100. Although this time horizon may seem too distant for individuals to fathom, it is not so distant from the perspective of the Town itself (which is already over 200 years old with many 100+ year old buildings). The Non-Intensification Zone shows where development intensification should not occur unless significant protective measures are put in place to ensure infrastructure and investments are adapted to probable future conditions. It may also be necessary in the future for the Town to abandon infrastructure and service provision in some of these areas, to avoid unsafe conditions, excessive maintenance, or operational liabilities that are too unsafe or burdensome.



Compact/Multi-Family Neighborhood

General Description:

These higher density areas are appropriate for multi-family residential dwellings such as apartments, condominiums, townhomes, duplexes or other attached residential. Densities should be higher than all other residential districts and as such will require less land to accommodate more households. Where waterfront adjacent, buildings are likely to be oriented to the water with their backs turned to the street. In all other locations, structures should be pulled up to and oriented to the street (e.g. – individual entrances for ground floor units, stoops or porches, living areas located on the street side of the unit, etc.) with parking in the rear or internal to the development and not visible from the street. Balconies, porches, and decks should also be provided to encourage interaction with neighbors. When these higher density neighborhoods are designed in this way, it enhances public safety by providing a sense of “eyes on the street” while also encouraging the sense of community that residents value so much. These neighborhoods should also have adequate pedestrian facilities and convenient access to public, semi-public, or private open spaces and recreational facilities. Location adjacent to commercial centers is a win-win because



EXAMPLE USES:

Typical Uses:

Primarily higher density (relatively speaking) attached residential uses (apartments, condominiums, townhomes, patio homes, etc.) with duplexes also appropriate as long as they can be provided at high enough densities to be context appropriate. Single family residential and other low density uses should be discouraged as it does not create the density of households to support adjacent commercial areas.

If Context Appropriate:

- » Institutional uses (churches, primary or secondary schools, hospital, government buildings, etc.)
- » Hotels
- » House-scale multi-family residential and duplexes, if higher density
- » Low-intensity neighborhoods serving commercial uses on the corners of higher activity intersections

Compact / Multi-Family Neighborhood



Examples of Compact/Multi-Family Neighborhoods.

it promotes walkability and creates easy access for businesses to the customers that support them. Public sewer is a requirement, but long extensions to distant properties should be avoided unless higher density uses are specifically desired, planned for, and immediately anticipated to fill in the stretch between activity nodes.

Streets and Circulation:

Streets are typically low volume and prioritize pedestrians through the provision of wider sidewalks on both sides. Street trees soften the streetscape and further enhance pedestrian comfort. Street trees may be in tree grates where sidewalks are paved up to the curb – occurs when adjacent to on-street parking. Because of the high density of pedestrians and proximity to commercial centers, connectivity should be high, utilizing a grid network which very rarely has blocks longer than 500’-600’ on a side. On-street parking should be formalized (striping, landscaped tree islands every so often, etc.) and will typically serve visitors. Bicycles should have dedicated facilities but may share the vehicular travel lanes where speed limits and traffic volumes are low enough to accommodate them safely. Eventually, some of these areas may incorporate transit service. In the interim, it is important to consider centralized school bus stop locations.

Other Concerns:

In Beaufort, these higher density areas are often limited by density caps as well as minimum parking requirements and restrictions on structure height. Parking decks are typically not viable in the current market. These density-limiting factors reduce the potential for these areas to provide their maximum value in terms of maximizing public infrastructure investments (water, sewer, sidewalks, etc.), and being a potentially more affordable option for residents (less density means higher cost per dwelling because land costs are fixed). Clustering these higher density land uses directly adjacent to commercial nodes and public parks can maximize walkability and livability.



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 15, 2026 – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case 26-17 Subdivision – 2220 Live Oak Street
Preliminary & Final Plat

BRIEF SUMMARY:

To recommend to the Board of Commissioners approval or denial of the proposed preliminary & final plat subdivision of 2220 Live Oak Street

REQUESTED ACTION:

Presentation and discussion of proposed subdivision
Recommendation to Board of Commissioners to approve or deny the subdivision

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Michelle Eitner
Town Planner

BUDGET AMENDMENT REQUIRED:

N/A



STAFF REPORT



To: Planning Board Members
From: Michelle Eitner, Town Planner
Date: June 15, 2026
Case No. 26-17 Subdivision – 2220 Live Oak Street Preliminary & Final Plat

THE REQUEST: To recommend to the Board of Commissioners approval or denial of the proposed preliminary & final plat subdivision of 2220 Live Oak Street

INFORMATION:

Location: 2220 Live Oak Street (and newly created lot to be addressed 150 Shell Landing Road)
Property Owner: Ryan Miller
Applicant: Lin Byrd of Byrd Surveying PA
Zoning District: R-20 Residential Single-Family District
Size: 2.52 total acres, subdivided: 1.67a Lot 1 (2220 Live Oak Street) and 0.85a Lot 2 (150 Shell Landing Road)
Existing Land Use: Vacant (recently cleared)
Proposed Land Use: Single-Family (both lots)
Utilities: Proposed septic systems and county water (both lots)

OPTIONS:

1. Recommend approval of the preliminary and final subdivision plat
2. Recommend approval of the subdivision with conditions to bring it into compliance with the LDO
3. Recommend denial of the subdivision based on specific failures to comply with the LDO.
4. Table the recommendation pending additional information necessary to make a decision

ATTACHMENTS:

- Attachment A – Staff Report
- Attachment B – Vicinity Map
- Attachment C – Zoning Map
- Attachment D – Application Package

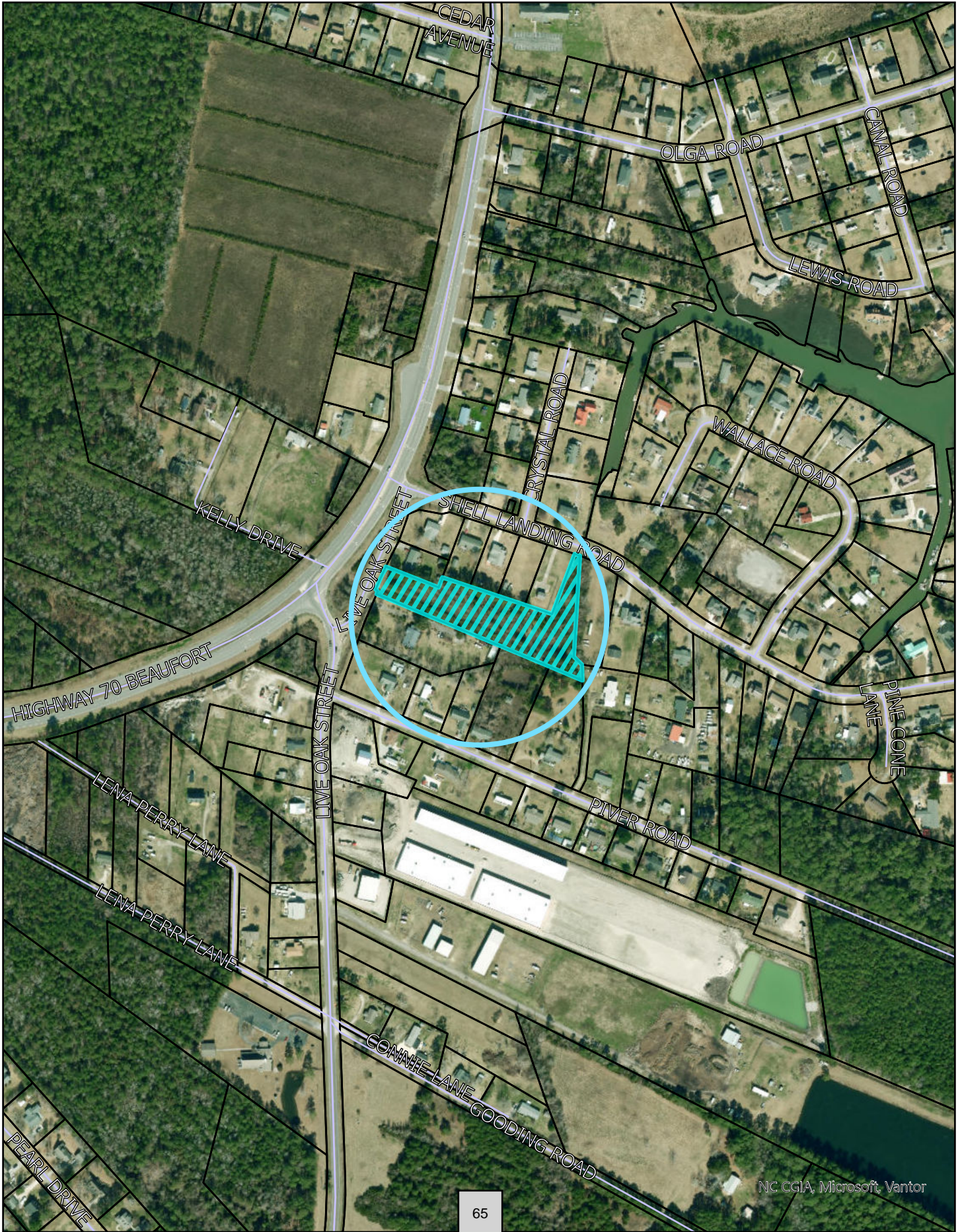
STAFF COMMENTS:

Lin Byrd of Byrd Surveying PA, agent for property owner Ryan Miller, has applied for preliminary & final plat approval of a two-lot subdivision of 2220 Live Oak Street.

This is a subdivision of one large lot into two smaller lots that do not require public infrastructure, but does not qualify as an exempt subdivision due to the size of the initial lot. The Technical Review Committee (TRC) provided comments virtually. Public Works, Engineering, Utilities, Police, and Fire departments had no comments or concerns with the proposed subdivision.

Staff recommends that the proposed preliminary and final plat subdivision meets requirements of the Land Development Ordinance.

Case 26-16 SUP 107C Eastern Ave Gilliam Light Manufacturing Vicinity Map





APPLICATION FOR A PRELIMINARY SUBDIVISION PLAT

Instructions:

Please complete the form below and include all required attachments, including the \$250.00 application fee and return to the Beaufort Town Hall, 701 Front Street or P.O. Box 390, Beaufort, N.C., 28516. Incomplete applications will not be processed but will be returned to the applicant. Please contact Planning and Inspections at 252-728-2142 if there are any questions.

APPLICANT INFORMATION

Applicant Name: Linwood Byrd, Jr Byrd Surveying, PA

Applicant Address: 505B US 70 West, N-3, Morehead City, NC 28557

Phone Number: 252-515-1039 Email: [REDACTED]

Property Owner Name: Ryan Miller

Address of Property Owner: 1210 Strange Ct, Morehead City, NC 28557

Phone Number: 252-269-2766 Email: [REDACTED]

PROPERTY INFORMATION

Property Address: 2220 Live Oak St., Beaufort, NC

15-Digit PIN #: 731703105415000 Lot/Block #: _____

Size of Property (in square feet or acres): 2.52 Ac. Current Zoning: R-20

[Signature] 4-11-2026
Applicant Signature Date of Signature

[Signature] 5-11-2024
Property Owner Signature (if different than above) Date of Signature

An application fee of \$250.00, either in cash, money order, or check made payable to the "Town of Beaufort" must accompany this application (a credit card payment can be made in person at Town Hall). The complete application, payment, and supporting materials must be received by Town Staff at least 15 working days prior to a regularly scheduled Planning Board meeting date.

Please refer to the Town's **Subdivision Ordinance**, and all other pertinent sections of the Ordinance for the information required to accompany this application. We require one digital/electronic copy and one paper copy of any plans submitted for the preliminary plat

The Town's website address is www.beaufortnc.org.

OFFICE USE ONLY

Revised 8/2020

Date: _____
Received by: _____

Reviewed for Completeness By: _____
Date Deemed Complete and Accepted: _____

Please be advised that email addresses have been removed by staff from this application & attachments to protect the applicant from AI spam emails.



APPLICATION FOR A FINAL SUBDIVISION PLAT

Instructions:

Please complete the form below and include all required attachments, including the **\$250.00 application fee** and return to the Beaufort Town Hall, 701 Front Street or P.O. Box 390, Beaufort, N.C., 28516. Incomplete applications will not be processed but will be returned to the applicant. Please contact Planning and Inspections at 252-728-2142 if there are any questions.

APPLICANT INFORMATION

Applicant Name: Linwood Byrd Byrd Surveying, PA

Applicant Address: 5058 US 70 West, N-3, Morehead City, NC 28557

Phone Number: 252-515-1039

Email: [REDACTED]

Property Owner Name: Ryan Miller

Address of Property Owner: 1210 Strange Ct., Morehead City, NC 28557

Phone Number: 252-269-2766

Email: [REDACTED]

PROPERTY INFORMATION

Property Address: 2220 Live Oak St., Beaufort, NC

15-Digit PIN: 731703105415000

Lot/Block Number: _____

Size of Property (in square feet or acres): 2.52 Ac.

Current Zoning: R-20

Linwood Byrd
Applicant Signature

4-11-2026
Date of Applicant's Signature

Thomas J. Mil
Property Owner Signature (if different than applicant)

5-11-2026
Date of Owner's Signature

An application fee of \$250, either in cash, money order, or check made payable to the "Town of Beaufort" must accompany this application (a credit card payment can be made in person at Town Hall). The complete application, payment, and supporting materials must be received by Town Staff at least 15 business days prior to a Planning Board scheduled meeting date.

Please refer to the Town's **Subdivision Ordinance**, and all other pertinent sections in the Ordinance for the information required to accompany this application. We require an electronic/digital copy on one printed copy of any plans submitted for the final plat.

The Town's website address is www.beaufortnc.org.

OFFICE USE ONLY

Revised 08/2020

Date: _____

Reviewed for Completeness By: _____

Received by: _____

Date Deemed Complete and Accepted: _____

SURVEYORS DECLARATION TO WHOM IT MAY CONCERN: It is the responsibility of the present owner(s) or future owner(s) of the property shown hereon to check for any wetlands, high water table, buffers or other water conditions which may cause a portion of this property to be unusable for certain uses. No responsibility of any nature is assumed by the surveyor for any conditions which may presently exist on the property shown hereon but are unknown to the surveyor such as: Cemeteries, Family Burying Grounds, Toxic or Hazardous Waste Materials, Underground Utilities, Existing or Proposed easements or right-of-ways, etc. not shown hereon. Any utilities or features and any easements, right-of-ways or buffers associated with said utilities or features shown hereon are shown according only to what was known or visible at the time of this survey by the surveyor. This property may be subject to additional easements or right-of-ways unknown to the surveyor at this time that a complete title examination may reveal. There shall not be any construction in the area of any utilities, easements or right-of-ways without a complete title examination and additional surveying to identify the accurate widths and correct locations of record of any easements or right-of-ways. The surveyor is NOT an Attorney at Law and it is advised that the owner of this property consult with a Licensed Attorney at Law to perform a complete title examination to confirm all known encumbrances and reveal any potential encumbrances or title issues associated with this property. This survey was performed without the benefit of a title commitment report. The surveyor does not claim that all matters of record which may or may not affect this property are shown hereon.

NOTE: THE SURVEYOR DOES NOT TAKE ANY RESPONSIBILITY FOR ANY UNDERGROUND UTILITIES NOT SHOWN HEREON. 811 SHOULD BE CONTACTED TO LOCATE THE UTILITIES ON THIS PROPERTY. ALL UTILITY LOCATIONS SHOULD BE VERIFIED PRIOR TO ANY CONSTRUCTION.

NOTE: NO TITLE SEARCH, OPINION OR COMMITMENT WAS PROVIDED TO THE SURVEYOR, NOR WAS ANY TITLE SEARCH PERFORMED BY THE SURVEYOR AT THE TIME OF THIS SURVEY. AN ATTORNEY SHOULD BE CONSULTED TO CONDUCT AN OFFICIAL TITLE SEARCH. THIS SURVEY WAS PERFORMED USING THE DEED AND MAP INFORMATION SHOWN HEREON.

LEGEND

- LINES SURVEYED (SUBJECT PROPERTY)
- OTHER LINES SURVEYED (EX.: TIE LINES)
- LINES NOT SURVEYED
- RIGHT-OF-WAY LINE
- EXISTING IRON PIPE FOUND
- NEW IRON PIPE SET
- CONTROL CORNER
- EXISTING IRON STAKE FOUND
- 5/8" NEW IRON STAKE SET FLUSH
- RIGHT-OF-WAY
- DEED BOOK
- PAGE
- COMPUTED POINT
- ABOVE GROUND
- UNDERGROUND
- MAP BOOK
- EXISTING EDGE OF PAVEMENT
- EXISTING OVERHEAD POWER LINE
- EXISTING POWER POLE
- MINIMUM BUILDING SETBACK LINE

NORTH CAROLINA, CARTERET COUNTY
 I, LINWOOD E. BYRD, JR., certify that this plat was drawn under my supervision from an actual survey made under my supervision, (deed references are as shown on the face of this plat; that the boundaries not surveyed are clearly indicated as drawn from information as shown on the face of this plat; that the ratio of precision as calculated is 1:10,000+ for unadjusted field data; that this plat was prepared in accordance with G. S. 47-30 as amended. Witness my original signature, license number and seal this 26th day of MARCH, A. D., 2026.

Professional Land Surveyor
 License Number L-4662

I, LINWOOD E. BYRD, JR., Professional Land Surveyor certify that this plat is of a survey that creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.

LINWOOD E. BYRD, JR., PLS
 L-4662

PRELIMINARY PLAT
 NOT FOR RECORDATION, CONVEYANCES,
 SALES OR CONSTRUCTION

I, _____, REVIEW OFFICER OF CARTERET COUNTY, NC CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE REVIEW OFFICER

STATE OF NORTH CAROLINA, CARTERET COUNTY

Filed for Registration at _____
 _____ 2026 in the Register of Deeds Office.

KAREN S. HARDESTY
 Register of Deeds

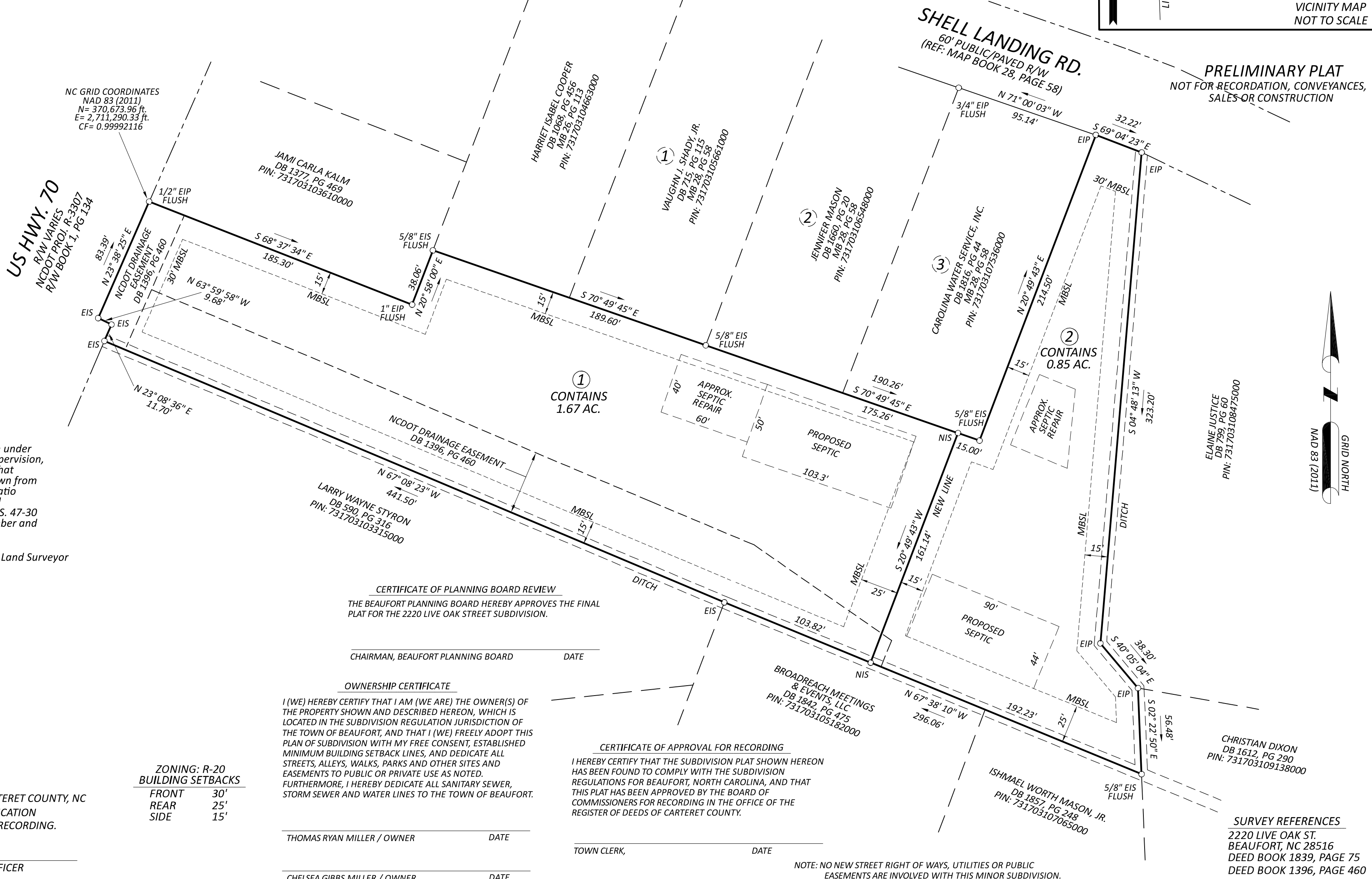
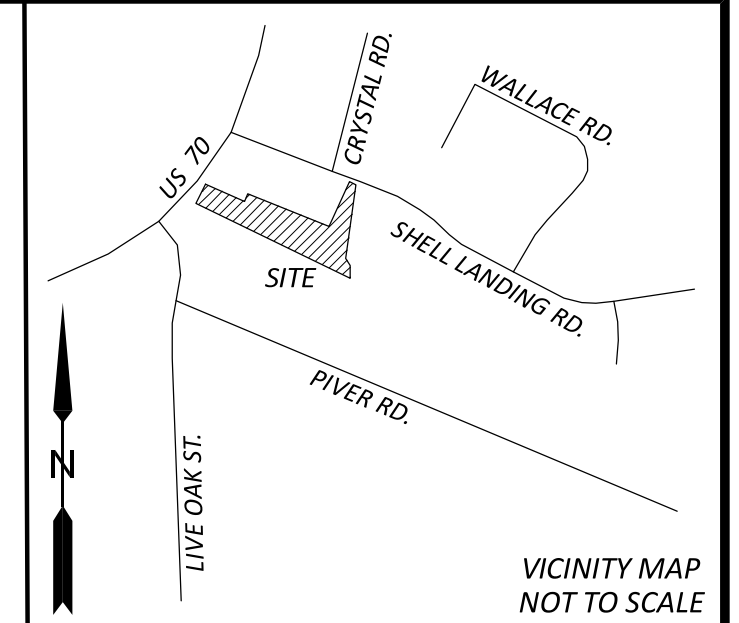
By: _____
 This Plat Recorded in Map Book _____, Page _____

NOTE: THIS PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS, RIGHT-OF-WAYS OR AGREEMENTS OF RECORD.

NOTE: PIN NUMBERS SHOWN ARE CURRENT AS OF THE DATE OF THIS SURVEY AND ARE SUBJECT TO CHANGE IN THE FUTURE.

NOTE: THIS LOT IS NOT LOCATED IN A FLOOD ZONE AS SHOWN PER F.I.R.M. 3720730600 J EFFECTIVE DATE: 7-16-2003.

NOTE: THIS LOT IS SUBJECT TO ANY AND ALL ADDITIONAL RESTRICTIONS SHOWN ON RECORDED PLATS AND RESTRICTIVE COVENANTS AND ANY RESTRICTIONS APPLIED BY ANY LOCAL, STATE OR FEDERAL LAWS OR RULES.



CERTIFICATE OF PLANNING BOARD REVIEW
 THE BEAUFORT PLANNING BOARD HEREBY APPROVES THE FINAL PLAT FOR THE 2220 LIVE OAK STREET SUBDIVISION.

CHAIRMAN, BEAUFORT PLANNING BOARD DATE

OWNERSHIP CERTIFICATE
 I (WE) HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON, WHICH IS LOCATED IN THE SUBDIVISION REGULATION JURISDICTION OF THE TOWN OF BEAUFORT, AND THAT I (WE) FREELY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT, ESTABLISHED MINIMUM BUILDING SETBACK LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER SITES AND EASEMENTS TO PUBLIC OR PRIVATE USE AS NOTED. FURTHERMORE, I HEREBY DEDICATE ALL SANITARY SEWER, STORM SEWER AND WATER LINES TO THE TOWN OF BEAUFORT.

THOMAS RYAN MILLER / OWNER DATE
 CHELSEA GIBBS MILLER / OWNER DATE

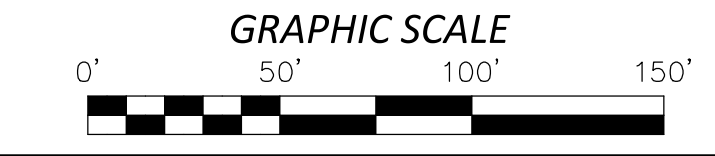
CERTIFICATE OF APPROVAL FOR RECORDING
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS FOR BEAUFORT, NORTH CAROLINA, AND THAT THIS PLAT HAS BEEN APPROVED BY THE BOARD OF COMMISSIONERS FOR RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS OF CARTERET COUNTY.

TOWN CLERK, DATE

NOTE: NO NEW STREET RIGHT OF WAYS, UTILITIES OR PUBLIC EASEMENTS ARE INVOLVED WITH THIS MINOR SUBDIVISION.

NOTE: TOWN OF BEAUFORT SHOULD BE CONTACTED TO DETERMINE BUILDING SETBACKS AND ANY OTHER DEVELOPMENT RESTRICTIONS.

ACREAGE COMPUTED BY COORDINATE METHOD
NOTE: ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES IN US SURVEY FEET UNLESS OTHERWISE NOTED

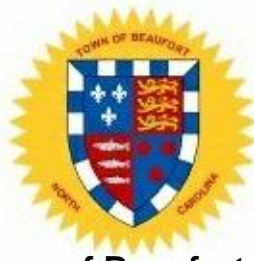


SURVEYED FOR
THOMAS RYAN MILLER & CHELSEA GIBBS MILLER

TOWNSHIP: BEAUFORT	COUNTY: CARTERET
CITY OR TOWN: BEAUFORT ETJ	STATE: NORTH CAROLINA
ZONE: R-20	PIN: 731703105415000

BYRD SURVEYING, P.A.
 PROFESSIONAL LAND SURVEYING
 5058 US 70 WEST, SUITE N-3
 MOREHEAD CITY, NC 28557
 PHONE: 252-515-1039
 www.byrdsurvey.com
 C-0719 © 2026

DATE: 3-26-2026	SURVEYED BY: LEBJ	FIELD BOOK SEE FILE
SCALE: 1" = 50'	DRAWN BY: LEBJ	DRAWING NO.
CHECKED & CLOSURE BY: LEBJ		26-026



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 15, 2026 – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case 26-18 Special Use Permit – Amendment to
remove condition from 1527 Front St Accessory
Dwelling Units SUP

BRIEF SUMMARY:

To recommend to the Board of Commissioners approval or denial of the requested amendment to remove condition from the Special Use Permit (SUP) for Accessory Dwelling Units (ADU) at 1527 Front Street

REQUESTED ACTION:

Presentation and discussion of special use permit amendment request
Recommendation to Board of Commissioners to approve or deny the amendment of the special use permit

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Michelle Eitner
Town Planner

BUDGET AMENDMENT REQUIRED:

N/A



STAFF REPORT



To: Planning Board Members
From: Michelle Eitner, Town Planner
Date: June 15, 2026
Case No. 26-18 Special Use Permit – Amendment to remove condition from 1527 Front St Accessory Dwelling Units SUP

THE REQUEST: To recommend to the Board of Commissioners approval or denial of the requested amendment to remove condition from the Special Use Permit (SUP) for Accessory Dwelling Units (ADU) at 1527 Front Street

INFORMATION:

Location: 1527 Front Street (north side of Front between Belle Air and Ocean)
Property Owner: Southern Living Homes LLC (via Delbert Heick, Manager)
Zoning District: Residential Single-Family 5 Development District (RS-5)
Flood Zone: X and Shaded X (not in Special Flood Hazard Area/“100yr floodplain”)
LUP Future Land Use: Traditional Neighborhood Residential (no NIZ)
Size: 0.268 acres / 5,955sf
Existing Land Use: Single-Family Residence with shed
Proposed Land Use: Single-Family Residence with Accessory Dwelling Unit (ADU)
Adjoining Uses/Zoning: North, West, and East: Single-Family Residential (RS-5)
 South: Single-Family Residential (R8-A)
Utilities: Existing, water and wastewater provided by Town

OPTIONS:

1. Recommend approval of the amendment to the special use permit as presented
2. Recommend approval of the amendment to the special use permit with conditions to bring the proposal into compliance with the Required Findings
3. Recommend denial of the amendment to the special use permit based on specific failures to meet requirements
4. Table the recommendation pending additional information necessary to make a decision

ATTACHMENTS:

- Attachment A – Staff Report
- Attachment B – Vicinity Map
- Attachment C – Zoning Map
- Attachment D – Application Package (including 2021 Special Use Permit Order)
- Attachment E – LDO Section 20 Special Use Permits (Especially Section 20.E.1 Required Findings)
- Attachment F – LDO Section 7.F Residential Single-Family 5 Development District (RS-5)
- Attachment G – Comprehensive and CAMA Land Use Plan Future Land Use Map & Classification

STAFF COMMENTS:

Delbert Heick, Manager for property owner Southern Living Homes LLC of 1527 Front Street, has requested an amendment to the 2021 Special Use Permit to remove a condition that requires that the Accessory Dwelling Units are only used by family members.

The SUP was granted in January 2019 pursuant to the condition that the ADUs (one garage unit and one cottage unit) would only be used by family, as indicated by testimony and the applicant’s narrative. The SUP was not executed until March 2021.

The Planning Department received a code enforcement complaint in March claiming that the ADUs were being rented to the public and not just used for family as required by the SUP. Research into the alleged violation resulted in finding the garage apartment listed on two real estate websites. Following consultation with the Town Attorney, a Notice of Violation was sent via certified/return receipt mail on March 25th to Southern Living Homes LLC. Staff received a call from tenant Romelda Barnes on April 10th regarding the NOV she received and discussed methods of compliance with her. Subsequent discussions between staff and Ms Barnes and property owner Delbert Heick worked towards an application to amend the SUP to remove the family-only condition. The online rental listings were removed in the meantime.

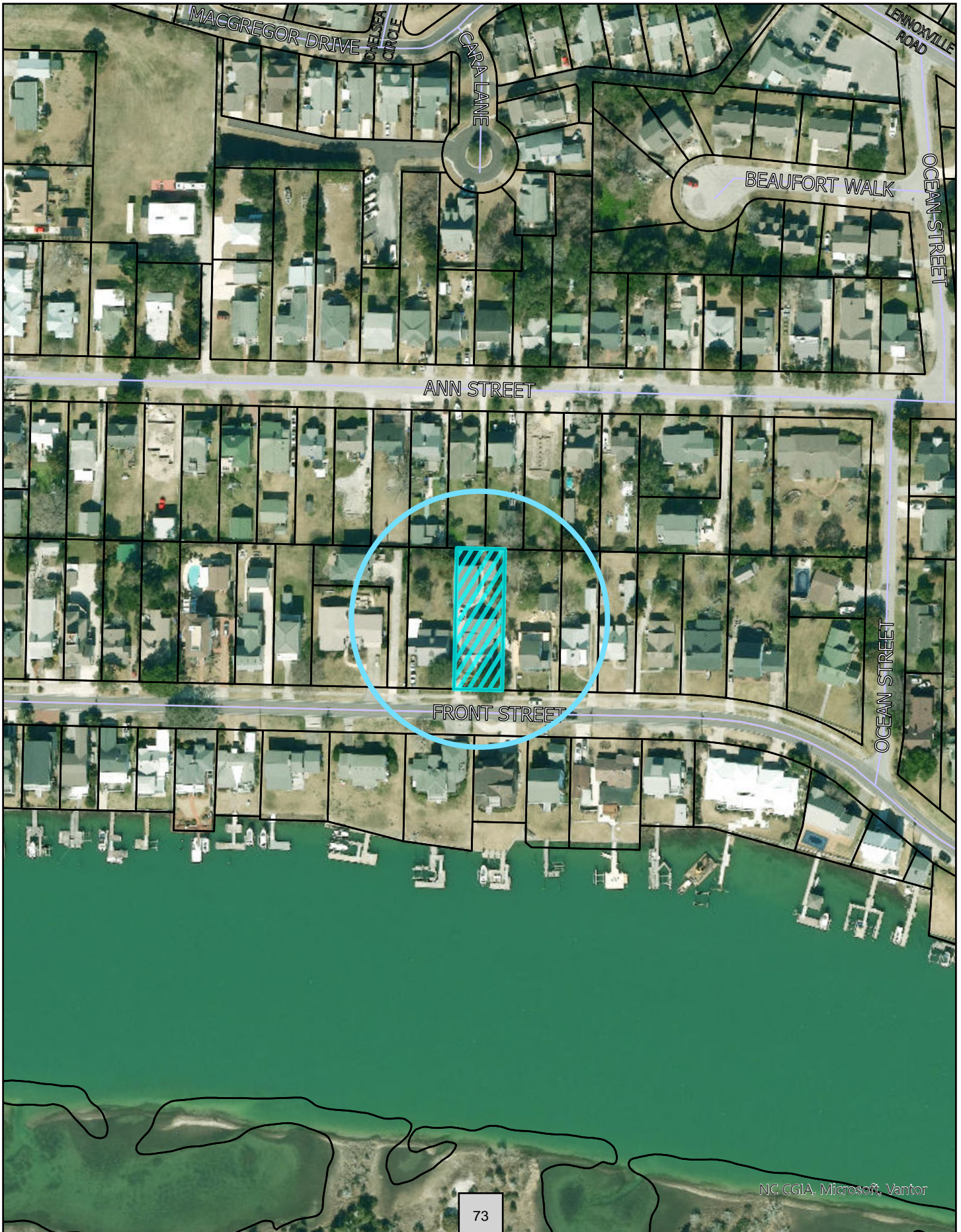
The same quasi-judicial procedures generally apply to the approval, amendment, or rescission of a Special Use Permit. Because this request is limited to the removal of a specific condition, the focus of the discussion is the proposed amendment rather than a reconsideration of the entire permit approval. The Board of Commissioners must determine whether the Special Use Permit, as amended by the removal of the condition, continues to satisfy the applicable findings and standards required by the ordinance and North Carolina law. Accordingly, the Planning Board’s review and recommendation should be limited to the requested amendment and whether the Special Use Permit, as amended, continues to meet the applicable standards and findings required for approval.

The location of this request within a residential zone does require review of compatibility with adjoining buildings listed in Section 20.E.3, but no changes to the buildings are proposed as part of this SUP amendment. Staff recommends that compliance with the compatibility standards would have been part of the 2019/2021 SUP and that the requested amendment to remove the condition does not call these additional standards into question.

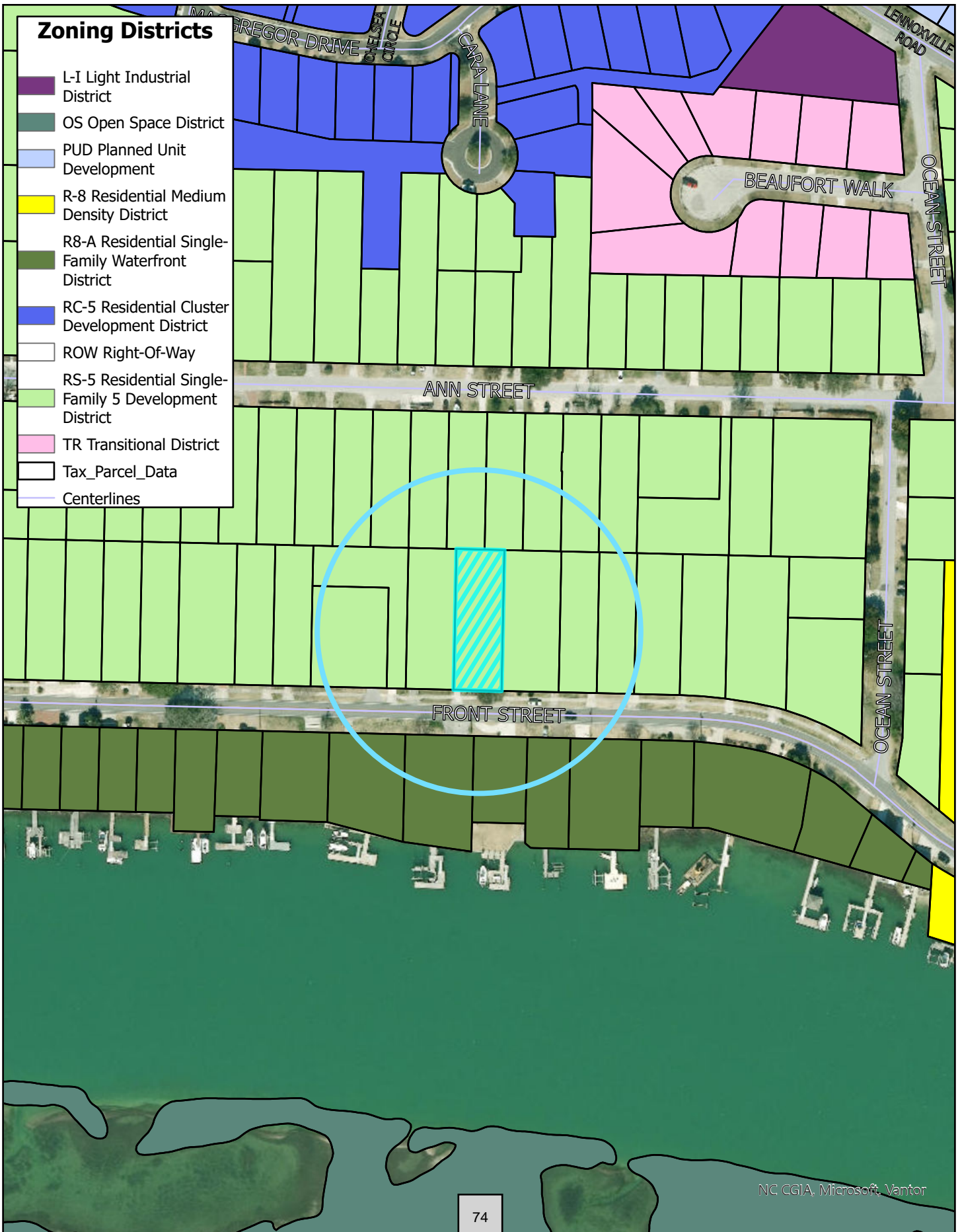
The Technical Review Committee (TRC) received this item for review digitally and all responded with no comments or issues.

LDO Section 20.C identifies, “The Planning Board will review and make recommendations regarding all applications for a special use permit.” The Special Use Permit Required Findings are included in the agenda packet for consideration.

Case 26-18 1527 Front Street ADU SUP Amendment Vicinity Map



Case 26-18 1527 Front Street ADU SUP Amendment Zoning Map





APPLICATION FOR A SPECIAL USE PERMIT

Instructions:

Please complete the form below including all required attachments, a **\$400.00 application fee**, and return to the Beaufort Town Hall; 701 Front Street; P.O. Box 390; Beaufort, N.C.; 28516. Incomplete applications will not be processed but will be returned to the applicant. Please call Planning and Inspections at (252) 728-2142 if there are any questions.

APPLICANT INFORMATION

Applicant Name: Southern Living Homes, LLC

Applicant Address: PO Box 433, Kittrell, NC 27544

Phone Number: (252) 883-6036 Email: [REDACTED]

Property Owner Name: Southern Living Homes

Address of Property Owner: PO Box 433, Kittrell, NC 27544

Phone Number: (252) 883-6036 Email: [REDACTED]

PROPERTY INFORMATION

Property Address: 1527 Front Street

15-Digit PIN: 730507685821000 Lot/Block #: LOT 34 Part L35

Size of Property (in square feet or acres): 11540 / .268 Current Zoning: RS-5

Current Use of Property: Residential Requested Use: Back structure to lease

An application fee of **\$400.00**, either in cash, money order, or check made payable to the "Town of Beaufort" must accompany this application (a credit card payment can be made in person at Town Hall). The complete application, payment, and supporting materials must be received by Town Staff at least 15 working days prior to a regularly scheduled Planning Board meeting date.

Please refer to the Town's **Land Development Ordinance**, Sections 20 & 27, and all other pertinent sections of the Ordinance for information required to accompany this application. Any plans or documents submitted should be submitted in an electronic or digital format and one printed color copy of such documents submitted with the application.

The town's website address is www.beaufortnc.org.

Delbert D. Hendrix, Jr.
Applicant Signature

5/20/26
Date of Applicant's Signature

Property Owner Signature (if different than above)

5/20/26
Date of Owner's Signature

OFFICE USE ONLY

Revised 8/2020

Date: _____

Reviewed for Completeness By: _____

Received by: _____

Date Deemed Complete and Accepted: _____

Please be advised that email addresses have been removed by staff from this application & attachments to protect the applicant from AI spam emails.

Introduction and summary of proposed use for 1527 Front St.

We are respectively requesting a new/ revised special use permit to allow short and or long-term rentals of the back two buildings at 1527 Front street. This request seeks to amend the special use permit previously required by the city limiting use to only family members.

The home was purchased May 17,2011 from William E Fallon. This home which is directly off Front street was being used as a bed and breakfast style home allowing up to 5 different parties at one time. It was modified and had 5 separate rooms which were secured by padlocks at each bedroom to ensure a secure accommodation for tenants. Obviously, this created some traffic issues if in fact all 5 rooms were rented to 5 separate parties at the same time.

When the property was purchased in 2011, its intended use was for the owner to use it as vacation home. In 2019 it was decided to tear down an old garage in the back of the main residence and add two new structures for family members to use. Part of the approval process resulted in a special use permit allowing only family member to use the back two buildings and did not include or effect the original main structure. On 6/24/21 a permit for the project was issued and the final CO issued on 7/19/23.

Since than the new structures have been used only 2-3 times by family members. In mid July 2025 it was decided that consideration be given on how to best use the property. Currently we could rent the main structure much like the prior owner did converting it to a bed and breakfast style allowing up to 5 seperate parties to use the accommodations ultimately creating parking issues on the main street. It was decided that the best use of the property was to rent the back two structures which would have parking off the main street and minimal influence in traffic along Front Street. ***Intended use is to make it short or long term use with a primary market to older couples, not large parties of people.***

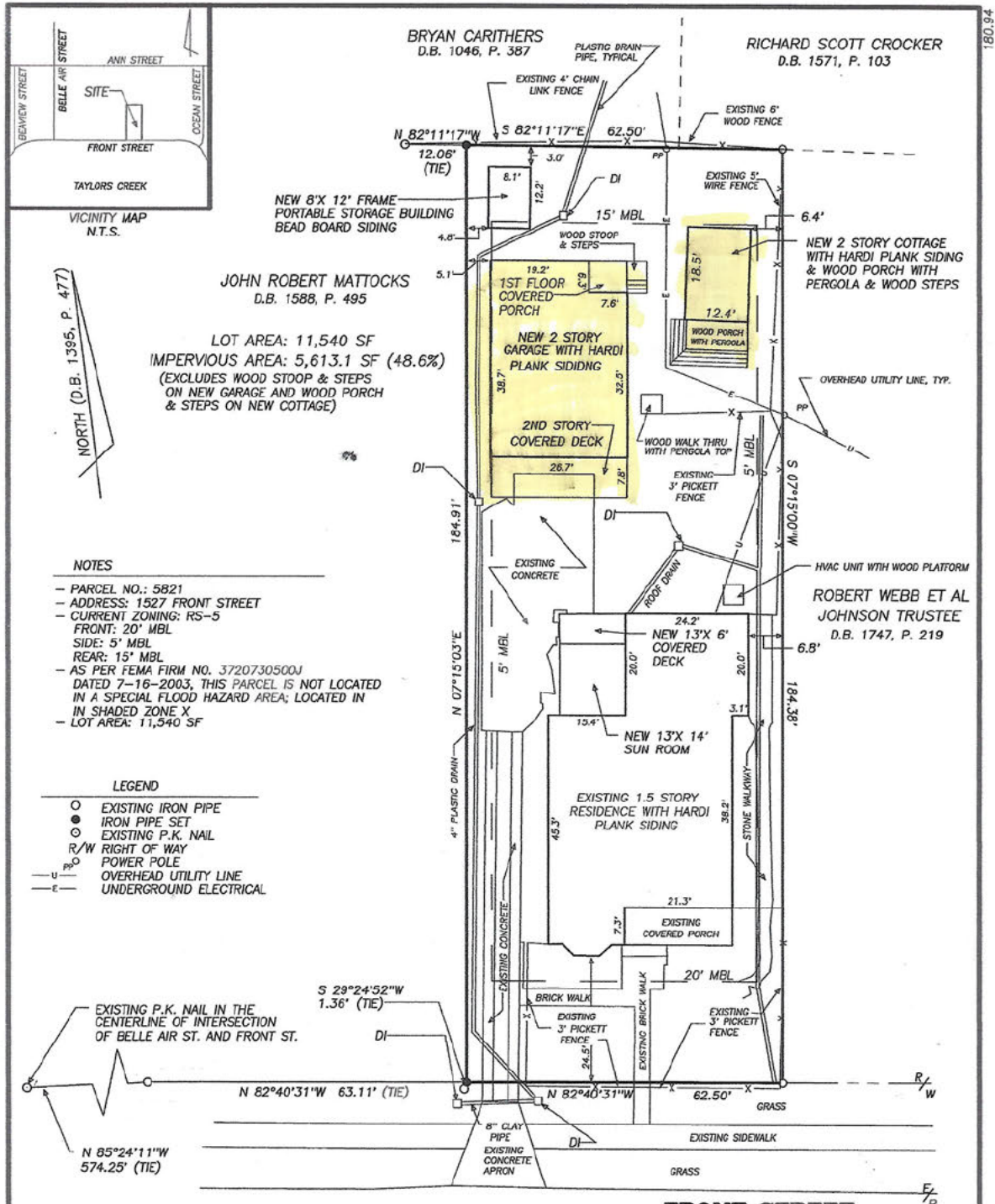
The seven required findings under LDO Section 20(E)(1)

- A. The proposed use is allowed as a special use in the RS-5 zoning district.
- B. We have submitted a complete package of a special use application.
- C. The location and character of the use will be in conformity with the towns comprehensive and CAMA land use plan and other comprehensive planning elements.

- D. The proposed use would be in better keeping with regards to minimal impacts on the surrounding area. Use of the back buildings vs. the front home would take pressure off of Front Street parking by requiring tenants to use parking in the back which incorporated additional parking and buffering into the lot development and use.
- E. Since there will be no structural changes and design modifications to the subject property, the site-level appearance of 1527 Front Street from the perspective of any adjoining or abutting properties will be unchanged. We submit that the proposed use/change will even have less impact on neighbors and commuters vs using the front home as rental property.
- F. As many of the homes on Front Street commonly are used for summertime vacationers, its not uncommon to find numerous cars parked in the front of the house on Front Street for short periods of time. This proposed use would be more compatible and in harmony with surrounding residential land use by using the proposed back parking in conjunction with the back properties.
- G. The proposed change and use will not materially endanger the public health or safety of the community if the back buildings are used as proposed.

In conclusion, It is because of our good neighbors on both sides of us as well as the potential traffic issues in front of the property that we are requesting an approval to use the back two structures for short and or long term stays.

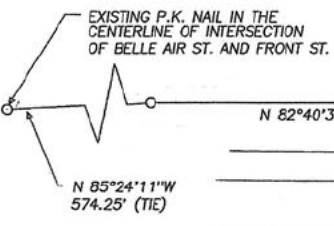
If this change is approved, we would consider as part of a special use permit, that the front home be considered a residence with restrictions for rental purposes.



LOT AREA: 11,540 SF
 IMPERVIOUS AREA: 5,613.1 SF (48.6%)
 (EXCLUDES WOOD STOOP & STEPS ON NEW GARAGE AND WOOD PORCH & STEPS ON NEW COTTAGE)

- NOTES**
- PARCEL NO.: 5821
 - ADDRESS: 1527 FRONT STREET
 - CURRENT ZONING: RS-5
 - FRONT: 20' MBL
 - SIDE: 5' MBL
 - REAR: 15' MBL
 - AS PER FEMA FIRM NO. 3720730500J DATED 7-16-2003, THIS PARCEL IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA; LOCATED IN IN SHADED ZONE X
 - LOT AREA: 11,540 SF

- LEGEND**
- EXISTING IRON PIPE
 - IRON PIPE SET
 - ⊙ EXISTING P.K. NAIL
 - R/W RIGHT OF WAY
 - POWER POLE
 - OVERHEAD UTILITY LINE
 - UNDERGROUND ELECTRICAL



I, STEPHEN N. SPRUILL, CERTIFY THAT THIS IS A SURVEY UPON AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET AND THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED REFERENCE SHOWN IN TITLE BLOCK); THAT ANY BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION REFERENCED HEREON; THAT THE RATIO OF PRECISION IS 1: 18,265; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600). THIS 14 DAY OF JULY, 2022.

Stephen N. Spruill
 STEPHEN N. SPRUILL L-2723



FINAL AS-BUILT SURVEY FOR
ROMELDA E. BARNES
 DEED BOOK 1395, PAGE 477
 LOTS 56 & 57 AND A PORTION
 OF LOT 58, OCEAN BREEZE PARK
 TOWN OF BEAUFORT ~ CARTERET COUNTY
 NORTH CAROLINA

Spruill & Associates Inc.

2747 East Tenth Street
 Greenville, North Carolina 27858
 (252) 757-1200

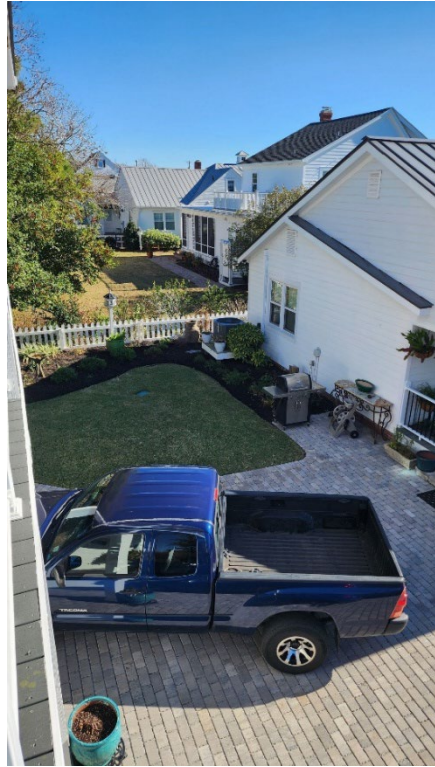
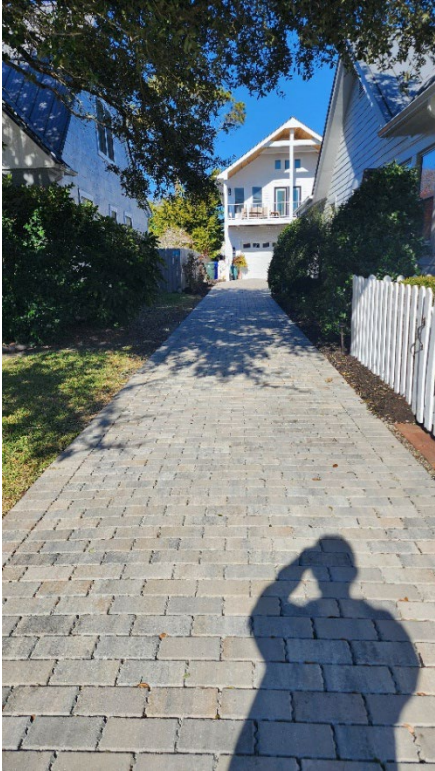


DATE: JUNE 29, 2023 SCALE: 1" = 20'
 20 0 20 40 60

Special Use Structures



Elevations of original structure 1527 Front Street



Photos for rear parking back structures 1527 Front St.



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

**TOWN OF BEAUFORT, NC
ORDER GRANTING A SPECIAL USE PERMIT**

The Board of Commissioners for the Town of Beaufort, NC having held a public hearing on January 14, 2019 to consider application number 18-15, submitted by Romelda E. Barnes of Southern Living Homes, LLC, a request for 1527 Front Street (PIN 730507685821000) for a Special Use Permit for an Accessory Dwelling Unit in the RS-5 Residential Zoning District where such use is not allowed, and having heard all of the evidence and arguments presented at the hearing, makes the following FINDINGS OF FACT and draws the following CONCLUSIONS:

1. It is the Board's CONCLUSION that the Applicant complies with the literal terms of the *Land Development Ordinance* (or LDO from this point forward), specifically that the use is allowed as a special use in the RS-5 Zoning District as stated in the LDO. **This conclusion is based on evidence and testimony given by the Town Planner.**
2. It is the Board's CONCLUSION that the application submitted is complete. **This conclusion is based on the technical review of the application and testimony given by the Town Planner**
3. It is the Board's CONCLUSION that the location and character of the use will be in conformity with the Town's CAMA Land Use Plan and other comprehensive planning elements. **This conclusion is supported by the consistency statement provided by the Planning Board.**
4. It is the Board's CONCLUSION that the streets, driveways, parking lots, traffic control, and current traffic engineering standards and Town regulations are found to be adequate for the proposed special use and the use will not require any off-street parking. **The proposed use will have minimal impacts on the surrounding area. The use is consistent with that of a single family dwelling, with no need for additional parking or buffering. This conclusion is based on the technical review of the application and testimony given by the Town Planner**
5. It is the Board's CONCLUSION that the proposed special use will not substantially injure the value of adjoining or abutting properties. **There was no substantial evidence presented during the hearing which would indicate the proposed use will injure the value of adjoining or abutting properties.**
6. It is the Board's CONCLUSION that the use will be compatible and in harmony with the adjoining land uses and the development patterns of the immediate area. **The proposed use is compatible and in harmony with the surrounding residential land use and development patterns of the immediate area.**
7. It is the Board's CONCLUSION that the proposed use will not materially endanger the public health or safety of the community if located where proposed and developed. **There was no substantial evidence presented during the hearing which would indicate the proposed use will endanger the public health or safety of the community if located where proposed.**

THEREFORE, on the basis of all of the foregoing findings, IT IS ORDERED that the application for a SPECIAL USE PERMIT for 1527 Front Street is **GRANTED with the following CONDITION:**

1. The accessory dwelling unit(s) will be used only by family members as noted in the narrative included in the record and entered into evidence.

Ordered this 15th day of March, 2021

CARTERET COUNTY
NORTH CAROLINA

IN WITNESS WHEREOF, the Town of Beaufort has caused this instrument to be executed in its name as evidence of the grant of said Special Use Permit, and the undersigned being all of the property owners of the property described above, have executed this instrument in evidence of their acceptance of said Special Use Permit as covenant running with the land.


Kate Allen, Town Planner

ATTEST

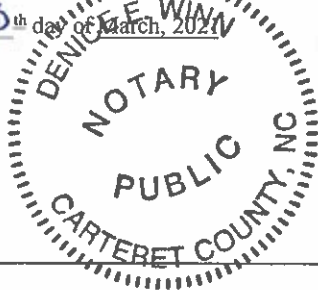

Allen Coleman, Town Clerk

CARTERET COUNTY
NORTH CAROLINA

I, Denice Winn, a Notary Public, do hereby certify that Allen Coleman personally appeared before me this day and acknowledged that he is the Town Clerk for the Town of Beaufort and that by authority duly given and as the act of the Town, the foregoing instrument was signed in its name by Kate Allen, Town Planner and Allen Coleman, Town Clerk

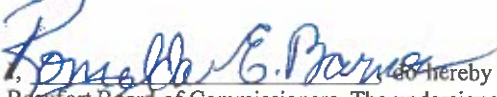
Witness my hand and notarial seal this 15th day of March, 2021


Denice Winn, Notary Public



My Commission Expires: 4/20/2023

ACCEPTANCE


I, Romelda E. Barnes do hereby acknowledge receipt of this Special Use Permit approved by the Town of Beaufort Board of Commissioners. The undersigned does hereby acknowledge that no work may be done pursuant to this permit except in accordance with all of its conditions and requirements and that this restriction shall be binding on them and their successors in interest.


Applicant Signature 3-15-21
Date

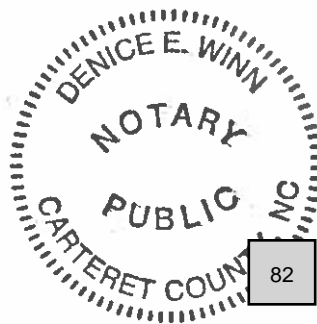
NORTH CAROLINA

I certify that the following person(s) appeared before me this day, each acknowledging to me that he or she signed the forgoing document:

Romelda E Barnes
Name(s) of Principal(s)

Date: 3/15/2021

(Official Seal)




Official Signature of Notary
Denice E. Winn, Notary Public
My commission expires: 4/20/2023

SECTION 20 Special Use Permits

A) *General.*

Special uses are practices which are not permitted by right in any zoning district in the Town but may only be granted after due consideration by the BOC. The consideration of a special use application is a quasi-judicial function to be conducted in accordance with the procedure set forth in Section 32, Quasi-Judicial Procedure. Special use permits may only be granted by the BOC following a recommendation by the Planning Board and the completion of the quasi-judicial review process by the BOC as outlined in Section 32.

A Special Use Permit is a permit issued to authorize development or land uses in a particular zoning district upon presentation of competent, material, and substantial evidence establishing compliance with one or more general standards requiring that judgment and discretion be exercised as well as compliance with specific standards.

B) *Special Use Permit Application Procedures.*

- 1) A written application for a special use permit in all zones shall be submitted to the Town's Planning and Inspections Department in accordance with the requirements of Section 1 and Section 31 of this Ordinance and all applicable administrative regulations. The application shall include:
 - a) A proposed use site plan which contains information documented in Section 18(C) of this Ordinance and the specific information below:
 - i) A vicinity map and survey of the parcel which shall include the zoning and use of all adjacent properties;
 - ii) A legend identifying all symbols on the map;
 - iii) A North arrow and a scale;
 - iv) A preliminary design of the proposed use which shows all existing and proposed structures, parking layouts, driveways, buffering, landscaping, points of ingress and egress, easements, minimum building lines, and street rights-of-way;
 - v) A site data block of features which includes the proposed use(s), square footage of the proposed and existing structure(s), site zoning, total acreage, number of lots, minimum lot size, and average lot size;
 - vi) The map book, page number, and deed book information;
 - vii) A note stating whether any portion of the property is included in any adopted Town plan; and,
 - viii) Any other related information requested by Town staff, the Planning Board, or the BOC.
 - ix) All required environmental permit improvements needed for the property.
 - b) The special use permit sought; and,
 - c) Information supporting the existence of the required findings, and providing such plans or other relevant data as may be required by the Town.

- 2) Whenever an application is submitted for a special use permit in a residential zone, the applicant shall also include:
 - a) A narrative which illustrates the appropriateness of the proposed use in a residential zone. This narrative shall also describe all the architectural design features which make the proposed use and associated building compatible with the urban character of the residential neighborhood;
 - b) The submitted site plan shall also include all street front architectural elevation drawings to ensure the compatibility of the building(s) with the surrounding residential structures; and,
 - c) Additionally, the BOC and Town staff may require a professional rendering or any other graphic illustration of the proposed structure.
- 3) The application shall be reviewed by Town staff and submitted with comments and recommendation to the Planning Board for review. The Planning Board shall review the application for a special use permit and make a recommendation as to whether it should be approved or denied. After the Planning Board makes its recommendation, the application shall be forwarded to the BOC for consideration.

C) *Quasi-Judicial Proceeding Notification Requirements.*

The Planning Board will review and make recommendations regarding all applications for a special use permit. The BOC shall schedule a quasi-judicial proceeding for the application and BOC consideration after reasonable opportunity for staff and Planning Board review. In considering the application, the BOC shall follow the procedures set forth in Section 32, Quasi-Judicial Procedure.

D) *Procedures on Special Use Applications.*

In considering whether to approve an application for a special use permit, the BOC shall proceed as follows:

- 1) The BOC shall conduct an evidentiary hearing in accordance with the provisions of Section 32, Quasi-Judicial Procedure, herein. And consider relevant information regarding whether the required findings under Section 20(E) exist and whether the special use is appropriate in the proposed location.
- 2) The BOC shall consider whether the application complies with each individual required finding specified in Section 20(E). The BOC need not make the required findings at the time of the hearing and may vote to table the matter and request information if needed. If the special use permit application is approved, the BOC motion shall contain language showing all the required findings under Section 20(E) have been met, and in the absence of specific findings, it shall be conclusively presumed the application complies with all the findings in Section 20(E).
- 3) The BOC shall render a decision within a reasonable period of time not to exceed ninety days after holding the evidentiary hearing for the proposed special use application. The BOC need not issue a decision at the time of the hearing if additional information is needed and may table the matter until a later date.
- 4) If the application is found not to be in compliance with one or more of the required findings of Section 20(E) or any other applicable section of this Ordinance, the application shall be denied. Such motion shall specify the particular findings the application fails to meet.

- 5) Notwithstanding the specific requirements of this Ordinance, the BOC may impose additional conditions and reasonable requirements upon the requested special use permit in order to ensure the use is consistent with the required findings as specified under Section 20(E).
- 6) The BOC shall render its decision on the special use permit application, in writing, in accordance with the provisions of Section 32 herein.

E) Required Findings.

- 1) In addition to any other findings or requirements as specified by any other section of this Ordinance, before any application for a special use may be granted or denied, the BOC shall make each of the following findings:
 - a) The proposed use is an allowable special use in the zoning district it is being located within;
 - b) The application is complete;
 - c) The location and character of the use will be in conformity with the Town's Comprehensive and CAMA Land Use Plan and other comprehensive planning elements;
 - d) Streets, driveways, parking lots, traffic control, and any other traffic circulation features shall be designed and provided in accordance with current traffic engineering standards and Town regulations and found to be adequate for the proposed special use;
 - e) The proposed special use will not substantially injure the value of adjoining or abutting properties;
 - f) The proposed special use will be compatible and in harmony with adjoining land uses and the development patterns of the immediate area; and,
 - g) The proposed use will not materially endanger the public health or safety of the community if located where proposed and developed according to the submitted and approved plan.
- 2) The BOC shall make its findings based on "competent, material and substantial evidence" as described in N.C. Gen. Stat. §160D-406 in accordance with the procedures set forth in Section 32 herein.
- 3) Compatibility Standards for Special Uses in Residential Zones:
In deciding whether the architectural elements of the proposed special use in a residential zone will be compatible with the adjoining buildings, the BOC shall review said proposal in reference to the following architectural elements:
 - a) Size (footprint);
 - b) Height;
 - c) Proportion and scale;
 - d) Roof shape(s);
 - e) Setbacks;
 - f) Location, size, and number of openings (doors and windows);
 - g) Materials;
 - h) Color; and,
 - i) Texture.

F) **RS-5 Residential Single-Family 5 Development District.**

This residential district classification is intended for existing or older neighborhoods characterized by single-family residences on relatively smaller lots and provides reduced setback requirements and a defined street orientation. The purpose of this district is to provide relief to existing lots of record which make them difficult to be developed as single-family residences. The RS-5 district has a fifty percent (50%) lot coverage restriction which must be maintained. No buildings, houses, or structures, excepting noncommercial docks or piers as specified in Section 2(H) of this Ordinance, will be erected on the south side of Front Street in this district. Uses in this district which require potable water or sanitary sewer must be connected to both municipal water and municipal sewer.

1) Minimum Lot Size.

All lots in the RS-5 district shall be a minimum of five thousand square feet (5,000 ft²).

2) Residential Density.

- a) All lots in the RS-5 district shall be limited to one single-family detached dwelling per lot.
- b) All lots in the RS-5 district shall not exceed an impervious surface area requirement of fifty percent (50%).

3) Minimum Lot Width.

All lots in the RS-5 district shall have a minimum lot width of fifty feet (50') at the minimum building line.

4) Building Setback and Building Height Requirements and Limitations.

Subject to the exceptions allowed in this Ordinance, each structure on a lot in this zoning district shall be set back from the boundary lines of the lot at least the distances provided in the tables set forth in this section. The building height limitation in this district is provided in the tables set forth in this section.

Table 7-17 Interior Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
RS-5	20 feet	15 feet	5 feet	35 feet

Table 7-18 Corner Lot Requirements

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Side (Right-of-Way) Setback</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
RS-5	20 feet	10 feet	15 feet	5 feet	35 feet

Table 7-19 Double Frontage Lot Requirements

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Rear (Right-of-Way) Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
RS-5	20 feet	20 feet	5 feet	35 feet

Where a lot extends across Front Street, the above setbacks shall apply to the portion of the lot north of Front Street. The docks or piers permitted on the south side of Front Street will be subject to an eight feet (8') side setback, or any more restrictive setback required by CAMA, or the regulations promulgated thereunder.

5) Accessory Building Setback Requirements.

All accessory buildings shall comply with all setback provisions of this Ordinance, including but not limited to Section 2(F), Section 6 and Section 15 of this Ordinance.

6) Permitted Uses.

Antenna Co-Location on Existing Towers	Indoor/Outdoor, Private
Athletic Field, Public	Neighborhood Recreation Center, Public
Carport	Park, Public
Community Garden	Public Safety Station
Dock	Public Utility Facility
Dwelling, Single-Family	Resource Conservation Area
Family Care Homes	Shed
Garage, Private Detached	Swimming Pool (Personal Use)
Government/Non-Profit Owned/Operated Facilities & Services	Temporary Construction Trailer
Home Occupation	Utility Minor
Neighborhood Recreation Center,	Vehicle Charging Station

7) Special Uses (*Special Uses* requirements may be found in Section 20 of this Ordinance).

Accessory Dwelling Unit	Marina
Athletic Field, Private	Outdoor Amphitheater, Public
Bed & Breakfast	Preschool
Cemetery/Graveyard	Religious Institution
Club, Lodge, or Hall	Satellite Dish Antenna
Concealed (Stealth) Antennae & Towers	School, Post-Secondary
Golf Course, Privately Owned	Transportation Facility
Golf Driving Range	

Future Land Use Map

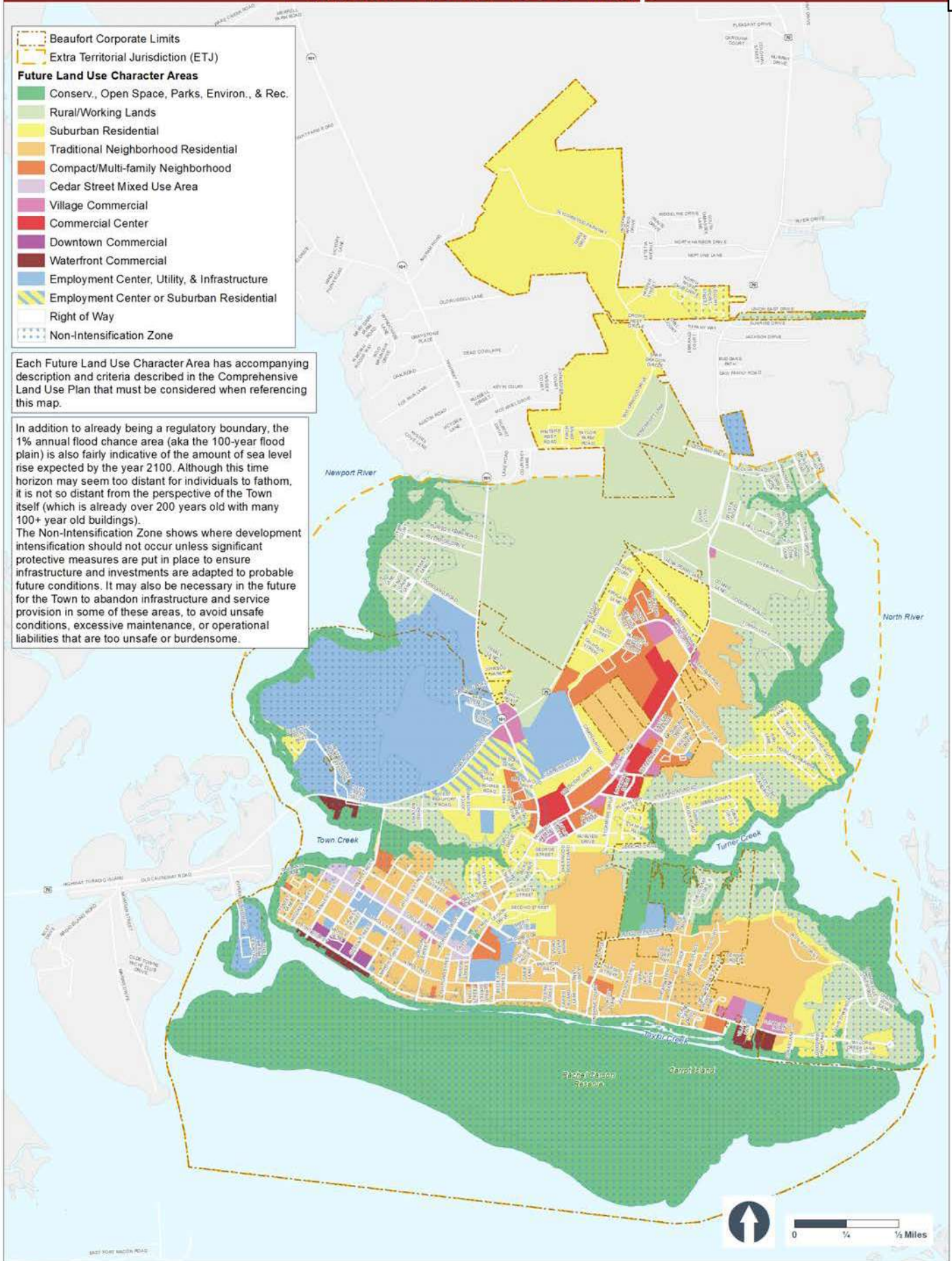
Future Land Use Character Areas

- Conserv., Open Space, Parks, Environ., & Rec.
- Rural/Working Lands
- Suburban Residential
- Traditional Neighborhood Residential
- Compact/Multi-family Neighborhood
- Cedar Street Mixed Use Area
- Village Commercial
- Commercial Center
- Downtown Commercial
- Waterfront Commercial
- Employment Center, Utility, & Infrastructure
- Employment Center or Suburban Residential
- Right of Way
- Non-Intensification Zone

Each Future Land Use Character Area has accompanying description and criteria described in the Comprehensive Land Use Plan that must be considered when referencing this map.

In addition to already being a regulatory boundary, the 1% annual flood chance area (aka the 100-year flood plain) is also fairly indicative of the amount of sea level rise expected by the year 2100. Although this time horizon may seem too distant for individuals to fathom, it is not so distant from the perspective of the Town itself (which is already over 200 years old with many 100+ year old buildings).

The Non-Intensification Zone shows where development intensification should not occur unless significant protective measures are put in place to ensure infrastructure and investments are adapted to probable future conditions. It may also be necessary in the future for the Town to abandon infrastructure and service provision in some of these areas, to avoid unsafe conditions, excessive maintenance, or operational liabilities that are too unsafe or burdensome.



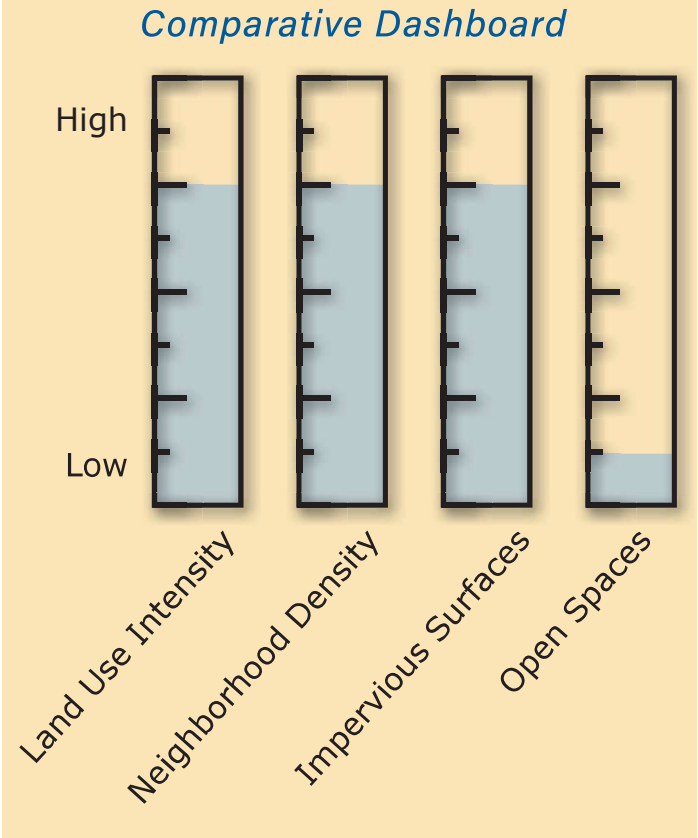
Traditional Neighborhood Residential

General Description:

These neighborhoods are walkable with structures situated close to each other. The residential areas exemplify the character found in the historic district and closer to downtown. Lots are typically smaller and closely packed with residential densities generally around 3 to 5 dwelling units per acre, although some areas may approach 7 dwelling units per acre. The historic development pattern prioritizes people and accommodates cars. Off-street parking is often to the side or around back, with homes pulled up close enough to the street to allow neighbors to engage with people on the sidewalk.

Streets and Circulation:

Streets are typically low volume and prioritize pedestrians, with sidewalks on both sides and street trees whenever possible. Connectivity is high because blocks are generally 500' or less. On-street parking is either formal or informal, depending on context. Low speed limits allow bicycles to share the travel lanes.



EXAMPLE USES:

Typical Uses:

Primarily single family detached residential, with a mix of other highly compatible residential uses scattered throughout, including duplexes, accessory dwellings, garage apartments, and occasionally even larger homes that have been converted to discrete multi-family structures or even small bed-n-breakfast businesses.

Traditional Neighborhood Residential

Other Concerns:

In the historic district, these neighborhoods have significant restrictions that preserve their quaint appearance and character. Although there may not be full support to extend all of these requirements to other areas, it may be possible to extract some of the more defining characteristics (buildings close to the street, parking in the rear, street trees, narrow streets, etc.) and bring those design elements to other neighborhoods.



Examples of the traditional neighborhood development style.