



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

Board of Commissioners Regular Meeting 6:00 PM Monday, June 13, 2022 Train Depot, 614 Broad Street Beaufort, NC 28516

Call to Order

Pledge of Allegiance

Roll Call

Agenda Approval

Public Comment

Manager Report

Items of Consent

- [1.](#) Minutes

Items for Discussion and Consideration

- [1.](#) Public Safety Resolution
- [2.](#) Mural Project
- [3.](#) Beaufort Development Association
- [4.](#) Sewer Allocation Request- Salt Wynd Preserve Subdivision
- [5.](#) Grant Funding Assistance Resolution- Cedar Street Pervious Pavement Parking Lane Construction

Public Hearing

- [1.](#) Rezone 801 Mulberry Street totaling 15.87 acres from TR to PUD With Master Plan
- [2.](#) Proposed FY 2023 Budget

Quasi-Judicial Proceeding

1. Special Use Permit – For Uses Within the Planned Unit Development

Mayor/Commissioner Comments

Closed Session

- [1.](#) Pursuant to NCGS 143-318.11 (a) (3)

Adjourn



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**Board of Commissioners
Regular Meeting
6:00 PM Monday, June 13, 2022
Train Depot, 614 Broad Street
Beaufort, NC 28516**

AGENDA CATEGORY: Items of Consent

SUBJECT: Minutes

REQUESTED ACTION:

Approval of the attached draft minutes from the May 9th BOC Work Session and May 23rd BOC Regular Meeting.

SUBMITTED BY:

Elizabeth Lewis, Town Clerk



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**Board of Commissioners
Regular Meeting
6:00 PM Monday, May 09, 2022
Train Depot, 614 Broad Street
Beaufort, NC 28516
Minutes**

Call to Order

Mayor Harker called the meeting to order at 6:00 pm

Pledge of Allegiance

Mayor Harker invited all to join in reciting the Pledge of Allegiance.

Roll Call

Elizabeth Lewis, Town Clerk, called the roll.

PRESENT:

- Mayor Harker
- Mayor Pro Tem Hagle
- Commissioner Cooper
- Commissioner Hollinshed
- Commissioner Oliver
- Commissioner Terwilliger

Agenda Approval

Commissioner Hagle made a motion to approve the agenda as presented.

The motion carried unanimously.

Public Comment

Janet Woodward, 2217 Lennoxville Road in Beaufort, distributed documents to the Board of Commissioners and made the following statements:

It is apropos that I come before you the day after Mother's Day. A celebration of mothers America wide of women who have given so much to their families, without, sometimes given the recognition they deserve.

I am here to talk about a woman who is a mother, but more important to this community, she has given over 60 years of her life educating all children into adulthood as to the value of education, history, and kindness. I ask that the small Turner Street Bridge, an entryway into this wonderful caring town, honor her by naming it after her; for all to see who enter, that Beaufort has always been a caring town of its citizens and recognizes her value.

Beaufort, according to Southern Living Magazine, stated that our town is "South's Best Small Town in America" several years ago and a lot of people flocked here. Well, let us make an important statement of Beaufort that will last a lifetime. Let this new majority Board of Commissioners approve a resolution, per North Carolina's DOT Bridge Division for their consideration to name the Turner Street Bridge after Ms. Violet J. Bailey. She is currently 98 years old and a more than deserving native of Beaufort who is a black female, making her the first black female in the state of North Carolina honored for her 60 years of community service while she is still alive; now that is a historical precedence. Ms. Bailey was big on education and encouraged children, black and white, to meet their potential and respect all people they came in contact with.

The North Carolina DOT Bridge Division said on March 10, 2022 that "the naming for Ms. Bailey appears to have substantial local support and meets the criteria for consideration". They stated further in the email, "you can move forward with the next steps of the application process, which is getting resolutions passed by the appropriate local government". This Board of Commissioners is the appropriate local government, and our committee respectfully asks that you put us on next month's agenda to consider doing just that, naming the bridge after Ms. Bailey. We have many people who would like to see this happen, we have many letters and notes of support.

Please give Beaufort an opportunity to show our values by recognizing someone who has lived her faith for 60 years in giving to other's goals of success by placing a sign on that beautiful, small bridge into our town, which I think matches the beautiful spirit of her life. Thank you for your consideration.

John Flowers, 321 Orange Street in Beaufort, discussed Case #19-19 Compass Hotel 18 Month Extension/Re-approval request. He noted at the April 18th Planning Board Meeting, approval of the site plan was recommended, with the condition the buffer adjacent to the neighbors on the south side parking area, previously approved by the Historic Commission, be installed immediately. He explained he was there to ask that the buffering along the north and west side of his property be installed immediately, highlighting the importance of fencing/screening in the area.

Dick DeButts, 320 Orange Street in Beaufort, discussed the parking lot area Mr. Flowers mentioned. He asked that the parking lot be built out to conform with Historic District standards, with hopes the project could move forward in a timely manner.

Kathleen Schurdevin, 119 Sherwood Blvd in Beaufort, shared her concern about a protected wetlands area, associated with the Beaufort Village East development. She explained about a week ago, an excavator cleared the wetland area where flags and a silt fence were, disturbing vegetation. She noted the wetland impact plan provided by the developer did not note any effect in the protected area she was referencing. She requested they ask the developers for an explanation regarding the recent clearing.

Hans Paerl, 100 Holly Lane in Beaufort, explained he was an avid biker and expressed concerns regarding several streets in Town. He shared that he had a bike accident on Broad Street, after hitting a pothole. He also noted Ann Street was not in good condition and asked that street repairs start taking place to ensure safer streets for bicycles and vehicles.

Manager Report

Todd Clark, Town Manager, gave an update on events and projects throughout Town. He shared the notice to proceed for the Turner/Broad Street intersection improvements had been issued and work was expected to start within two weeks. He informed the board the Town will be the recipient of two electric vehicle charging spaces via Duke Energy’s “Park & Plug Program”, at no cost to the Town; the two spaces will be located along the east bound side of Broad Street at its intersection with Pollock Street. He shared the Fire Department Captain Cowley recently completed the Self-Contained Breathing Apparatus Service Technician Training, which will allow many services and repairs to be done in house for the Fire and Water Department. He noted the grace period for the Golf Cart Ordinance update had expired, and the Police Department will begin education/enforcement efforts as appropriate.

Presentations

1. Budget Presentation

Mr. Clark shared the proposed FY 2023 Town of Beaufort Budget with the Board of Commissioners. Mr. Clark explained this was an introduction to the budget and there were scheduled work sessions to follow; his budget message highlighted the following areas:

- The total proposed budget for Fiscal Year 2023 is \$16,280,959. This represents a decrease of \$510,083 or 3%, from the amended fiscal year budget for 2022.
- The total proposed budget for the General Fund is \$11,668,334. The Fund is balanced at the current tax rate of \$0.46 per \$100 of assessed property value and represents a decrease of \$331,140, or 3%, from the amended fiscal year budget for 2022.
- The proposed Water and Wastewater Enterprise Fund budget is \$4,612,625 and is balanced without a water or sewer rate increase. The proposed budget represents a decrease of \$211,443, or 4%, from the FY 2022 amended budget.

Items of Consent

1. Minutes
2. Case # 22-06 Special Use Permit - Mini Storage 2150 & 2176 Live Oak – Order

Commissioner Hagle made a motion to approve the items of consent.

The motion passed unanimously.

Items for Discussion and Consideration

1. Case # 22-09 Preliminary/Final Plat - 146 Gibbs Court

Kyle Garner, Planning Director, presented the case. He noted the requested action was to subdivide a 4.2-acre tract into two lots. He shared the following information about the property: currently undeveloped, R-20 zoning, located in the ETJ, served by existing streets, and has water and septic permits from the County. He reported there was no bonding of infrastructure required and \$1,259.20 in recreation fees would be required, in lieu of recreation amenities.

Commissioner Hagle made a motion to approve the request as presented.

The motion passed unanimously.

2. Final Plat – Beaufort East Village Phase I

Mr. Garner presented Case #22-10, noting it was a 40.62-acre tract with 108 lots, composed of 79 single-family homes and 29 townhomes. He reported there was 23.44 acres of open space, and the bond request was approximately \$1.4 million. He referenced the vicinity map included in the meeting packet and shared the developers engineer was present should there be any questions for him.

Commissioner Cooper asked for clarity regarding Class A and Class B members, as referenced on page 154 of the meeting packet.

Mr. Garner requested the developer answer that, as it was part of the covenants.

Karl Blackley addressed the question, explaining they were required to submit covenants to the Town for the development. He said he would review the covenants, specifically regarding Class A and Class B, and report back to the Commissioners, as he did not have that information with him. He explained that generally the developer maintains control of the community to a certain point, and typically had rights greater than those individuals who bought property in the area, as they are responsible for all the shortfalls associated with the development.

Commissioner Cooper asked about short-term rentals.

Mr. Blackley explained the covenants allowed for short-term rentals and noted they did not want the rental to be shorter than one week. He added that the owner made the decisions on rental of their property.

Commissioner Oliver asked if all the street accesses this portion of the development opens were paved.

Mr. Blackley responded they were not all paved yet, but they were in the process of doing so, noting the bond amount. He suggested they would start paving at Ricks Avenue and move to the west. He added they do not directly connect to Pineview, an existing Town street.

Commissioner Cooper asked if the 8-foot fence was going to be placed along George Street.

Mr. Blackley confirmed it was.

Joe Boyd, engineer on the job, explained where the fence would be located on George Street. He noted they would only be connecting to it; no street improvements were planned.

Commissioner Cooper asked how many homes were planning to be in the phase.

Mr. Boyd replied there would be 108 homes.

Commissioner Cooper noted concerns about additional traffic in the area.

Mr. Boyd noted there would be an increase and that a traffic impact analysis was approved years ago.

Commissioner Hagle asked about the maintenance of the open spaces, easements, and drainage ditches.

Mr. Boyd confirmed they would be managed through the covenants, noting the developer would be responsible and when the HOA came about, they would take over that responsibility. He said some of the open spaces would be landscaped while other areas would be left at their natural state.

Commissioner Hagle asked if the overflow of the BMPs would go into existing drainage easements.

Mr. Boyd confirmed they would.

Commissioner Oliver made a motion to approve the final plat as submitted.

The motion carried unanimously.

Commissioner Hagle made a motion to approve the bond amount of \$1,393,829.44, as presented.

The motion carried unanimously.

3. Case # 19-19 Site Plan - Compass Hotel - 18 Month extension request/Re-approval

Mr. Garner presented the request and explained the background. He shared that in September of 2019, the Planning Board recommended conditions the following conditions be placed on the project. He provided an update on those recommended conditions, as highlighted below.

- NCDOT ha conveyed the recommended right of way to the property owners.
- The site plans show the marina meeting current sanitary standards.
- The Historic Commission issued a COA for the southern parking lot closing off the Orange Street access.
- The lighting plan has been approved and is shoebox/dark sky compliant.
- A third-party stormwater consultant, WK Dickson, reviewed the potential impacts on downstream properties and stated that the shown improvements reduced stormwater in the neighborhood.
- The Board of Commissioners discussed the parking issue at their November 2019 meeting.
- At their April 18, 2022 meeting, the Planning Board unanimously recommended approval of the Site Plan with the recommended condition that the buffer adjacent to the neighbors on the south side parking area, previously approved by the Historic Commission be installed immediately.

Mr. Garner noted Mr. Joe Thomas, the developer agreed to install the buffer immediately and removed several palm trees as previously requested. He shared a photo referencing where the hotel would be built, explaining there would not be a rooftop bar and the building would not exceed 40-feet in height. He added it was staff’s understanding that the environmental permits associated with the project were still active and in good standing.

Commissioner Hollinshed asked if the marina had been completed.

Mr. Garner said it was his understanding all of the slips had been built.

Commissioner Terwilliger asked what the relative plans were for parking at the marina during the construction process.

Mr. Garner shared the original plan from 2019, which involved the parking lot on the south side; he explained that lot would be a lay down yard and parking area for the marina while the hotel was under construction. He added the developer was present, should they have additional questions.

Commissioner Terwilliger noted the sequence of construction was important, suggesting the parking lot should be completed first. He asked if there was any agreement or discussion in place about the buffering and fencing along Orange Street, in terms of completing that first.

Mr. Garner said it was discussed at the Planning Board meeting and there did not appear to be any objection, but it was an excellent question for the applicant.

Mike Baldwin, representing the applicant, addressed several questions raised by the board. He confirmed the parking plan is the same as it was in 2019 and there would be a crush and run type system to help prevent runoff. He also confirmed buffering questions came up at the Planning Board meeting, and shared the client was more than happy to complete the buffering upfront to protect the adjoining properties to the south. He noted traditionally buffering and fencing gets done at the latter portion of the project, but they were going to do it upfront.

Commissioner Oliver asked Mr. Garner if a marina was a permitted use in the BW zone.

Mr. Garner said yes.

Commissioner Oliver asked if a stormwater pond was permitted use in a R-8 Zone.

Mr. Garner said it was permitted in a R-Zone as well as in a local Historic District.

Commissioner Oliver asked how the inspections department managed the building height during the construction period.

Mr. Garner explained when construction was at the fourth floor, the Town would require an elevation shot from a surveyor, indicating the height of the top-level; if the height exceeded the building plans, a stop work order would be issued. He explained it would be measured to the top floor level.

Commissioner Oliver shared his concerns about the amount of parking in the area, suggesting there were not going to be enough spaces and it would be a hinderance to business owners as well the neighbors. He suggested the marina parking and hotel parking together would be a problem. He also questioned the primary use as a hotel. He asked Mr. Garner if the common environmental review was provided in the application.

Mr. Garner confirmed that it was, based on fact that the environmental permitting was active and viable; he noted an improvement to the stormwater plan on the south side.

Mr. Baldwin noted that the parking requirements were no different now than they were when submitted in 2019; he said they were there to request approval of the site plan along with the other permits secured since then. He confirmed all of the permits were still current.

Commissioner Hagle asked if the parking requirement ordinance had changed since 2019.

Mr. Garner confirmed it had not.

Commissioner Cooper made a motion to approve the Compass Hotel 18-month extension request.

Commissioner Hollinshed said the motion should be amended to include a requirement that buffering take place first, as part of the extension.

Commissioner Cooper amended his motion to include the buffering requirement.

The motion passed unanimously.

4. Sewer Allocation Request- Proposed Compass Hotel

Greg Meshaw, Town Engineer, presented the request. He explained Beaufort Partners, LLC was requesting 19,350 gallons per day (gpd) of sewer capacity be allocated for the 105-room Compass Hotel. He noted their proposed calculation below:

120 gpd/hotel room x 105 hotel rooms = 12,600 gpd
30 gpd/marina boat slip with bathhouse x 59 slips = 1,770 gpd
10 gpd/pool deck area occupant x 498 occupants = 4,980 gpd
19,350 gpd total request

Mr. Meshaw explained he recently discovered the boat slip usage was already covered, suggesting a requested total of 17,580 gpd be more suitable. He also explained the breakdown of the pool calculations, noting the design engineer made recommendations based on the pool accommodating hotel guests as well as marina slip owners/renters.

Commissioner Hollinshed asked about the requirements for the fees involved with the request.

Mr. Meshaw explained they would have to pay system development fees for the wastewater capacity, noting it was an allocation request, not a reservation.

Commissioner Terwilliger questioned the 498-occupant total used in the calculation, suggesting it was a very conservative number. He added the number could probably be cut in half and it would not exceed the actual usage on a normal day.

Mr. Meshaw confirmed it was indeed a conservative calculation.

Commissioner Oliver asked who suggested the 498-occupants.

Mr. Meshaw said it was the applicant's suggestion.

Commissioner Oliver made a motion to approve a total allocation of 13,600 gpd, basing the pool calculation off 100-occupants.

The motion carried unanimously.

5. FY 2022 Budget Amendment 9

Mr. Meshaw explained one portion of the Budget Amendment requests appropriation of \$30,000 fund balance for the High-Rate Infiltration Basin (HRIB) project so that the force main transmitting groundwater from the HRIB underdrain system can be placed within the portion of the Beau Coast West subdivision currently under construction. He explained an additional appropriation of \$2,500 is requested for the project to extend water and sewer mains to the 1809 Live Oak Street property.

Commissioner Hagle made a motion to approve the budget amendment.

The motion carried unanimously.

Public Hearing

1. Annexation Request

Mayor Harker addressed the group by explaining only those who were residents or owned property in the area described in the petition, or residents owning property in the Town of Beaufort shall be given an opportunity to be heard during the Public Hearing.

Arey Grady, Town Attorney, confirmed it was not a typical Public Hearing in which anyone could speak on the matter. He echoed the Mayor and also explained who was able to address the board, noting the North Carolina General Statute was very clear on the subject.

Commissioner Hagle made a motion to open the floor for the Public Hearing.

The motion carried unanimously.

Mr. Clark invited the applicant to come forward to make their formal request.

Beth Clifford, Ann Street in Beaufort, explained the area she was requesting for annexation, as referenced in the application included in the meeting packet. She shared the area in question was currently going through preliminary plat approval at the Planning Board level. She noted a request for sewer allocation had also been made for consideration.

Mayor Harker noted they were only going to entertain the annexation request currently.

Commissioner Oliver asked why the entirety of the property was not being requested for annexation, only a portion.

Ms. Clifford said the Town advised her to match the annexation request with the subdivision request, noting what is included in the annexation application matches the plans submitted for preliminary plat approval. She added the next phase of the development would follow similar steps, an annexation request and preliminary plat approval submitted at the same time.

Commissioner Oliver confirmed it was to match the phase of the development the applicant was requesting approval for at the time.

Ms. Clifford said that is correct.

Commissioner Oliver asked Ms. Clifford why annexation was being requested; was it needed?

Ms. Clifford provided multiple reasons for the request; noting the desire to be a full-time citizen of Beaufort, pay taxes, and be able to use public utilities. She suggested public utilities were a better option than private septic tanks.

Commissioner Oliver asked what was in it for Beaufort.

Ms. Clifford noted the tax revenue would benefit Beaufort, suggesting a projection of over \$400,000 in property tax as a result of the development. She also shared her team would be bringing a great project to the area, giving 81 residences an opportunity to participate in all the Town of Beaufort has to offer.

Commissioner Oliver asked that she consider what services the Town would need to supply as a result of the annexation, that would not need to be supplied otherwise.

Ms. Clifford responded it was really only water and sewer, which could provide a possible benefit to the Town, as usage increases.

Commissioner Oliver noted they were going to need to think of items associated with growing in that direction, like Fire Stations. He suggested Ms. Clifford consider those ideas and suggested they could work together in the future.

Harriet Altman, 103 Leonda Drive in Beaufort, also proposed the question regarding how the annexation would benefit Beaufort. She discussed the current infrastructure issues throughout Town, noting several roads need repair. She suggested addressing current issues before branching out further and providing services to more people. She also reminded the group the proposed development previously mentioned had not been approved yet, suggesting it was a cart before the horse situation. She emphasized the importance of the Land Use Plan and expressed her concern environmental impacts in the area.

Daphne Littiken, 102 Stanton Road in Beaufort, discussed how Town Creek has been affected as a result of the Turner Street Bridge. She spoke on environmental factors, expressed concerns about flooding and noted development in the area.

Commissioner Hollinshed made a motion to close the Public Hearing.

The motion passed unanimously.

Mayor Harker asked what the pleasure of the board was regarding the annexation request.

Commissioner Hagle made a motion to approve the annexation request.

Commissioner Cooper discussed the flooding concerns in Beaufort.

Mr. Grady commented on the effective date of the annexation if the motion carries. He explained the draft ordinance included in the agenda packet mentions two conditional items: the applicant must acquire the property; and the preliminary plat is approved. He suggested adding an additional condition to the ordinance, regarding approval of the sewer allocation request.

Commissioner Hagle amended his motion to include the sewer allocation approval, noting the condition be added as number 3(c) on the draft ordinance.

Commissioner Oliver asked Mr. Grady if this addressed the question about the cart before the horse.

Mr. Grady explained there was not a defined script on when these items were approved; and often jurisdictions manage the process differently. He suggested the items were all implicitly connected, and one of the items had to be decided on first. He suggested this type of conditional approval would adequately address the concerns of the property owners, applicant and ensures potential projects meet the Town's requirements.

Mayor Harker asked Mr. Meshaw to speak on the sewer allocation portion.

Mr. Meshaw explained until there was an approved site plan for the development, the request would be a reservation for sewer, not an allocation.

Mr. Grady confirmed final action should be taken soon, suggesting the sewer request would automatically fall into the correct category following a decision on the proposed preliminary plat. He clarified the board was not approving the sewer reservation right now; it would be a separate agenda item at a later date. He also confirmed they were not approving the preliminary plat, as that was before the Planning Board. He explained the action to annexation was conditioned on those boxes being checked.

Mayor Harker reminded the board there was a motion on the table by Commissioner Hagle, to approve the annexation request, and to add a condition to the draft ordinance regarding the sewer request.

Voting Yay: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

Voting Nay: Commissioner Cooper

The motion passed with a (4-1) vote.

Mayor/Commissioner Comments

Commissioner Cooper shared Policeman Day was coming up soon. He praised Samantha Burdick on her recent presentation at the Spring NCBIWA Event. He announced his upcoming office hours at the Train Depot.

Commissioner Hollinshed mentioned it was budget season. She reminded the group many guests would be visiting Town in the upcoming weeks, and noted it needed to look nice as possible.

Commissioner Terwilliger thanked staff for their hard work on the budget. He suggested the Town was headed in a good direction and noted how citizens seemed to be opening up and voicing their opinions in positive ways. He also announced his upcoming office hours at the Train Depot.

Commissioner Oliver followed up on a few outstanding items/topics from past meetings: 104 Chestnut Drive, 400 Pollock Street, and utility collection efforts.

Commissioner Hagle thanked staff for their continued work throughout Town and budget preparation. He noted the Wooden Boat Show was a great success. He ended with a safety message regarding safe walking along roads and sidewalks.

Mayor Harker commended the Commissioners on their hard work. She shared she witnessed law enforcement staff playing with youth in the area and praised them for that. She mentioned the new Big Red Bus Mural on Middle Lane. She shared she was recently interviewed by Mitchell Whitley, who was on a journey to meet every mayor across the State of North Carolina. She ended by thanking staff for all of their work on the proposed budget.

Adjourn

Commissioner Hagle made a motion to adjourn the meeting at 8:20 pm.

The motion carried unanimously.

Sharon Harker, Mayor

Elizabeth Lewis, Town Clerk



Town of Beaufort, NC

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**Board of Commissioners
Work Session Meeting
4:00 PM Monday, May 23, 2022
Beaufort Fire Department, 506 Live Oak Street
Minutes**

Call To Order

Mayor Harker called the meeting to order at 4:00 p.m.

Roll Call

Elizabeth Lewis, Town Clerk, called the roll.

Present:

- Mayor Harker
- Mayor Pro Tem Hagle
- Commissioner Cooper
- Commissioner Oliver
- Commissioner Terwilliger
- Commissioner Hollinshed

Agenda Approval

Commissioner Hagle made a motion to approve the agenda.

The motion carried unanimously.

Commissioner Hagle made a motion to go into closed session, pursuant to NCGS 1430318.11 (a) (3), to consult with Town Attorney's regarding the *O'Neal vs. Beaufort* case.

Closed Session

1. Pursuant to NCGS 143-318.11 (a) (3)

Commissioner Hollinshed made a motion to exit closed session.

The motion carried unanimously.

Public Comment

There was none.

Items for Discussion and Consideration

- 1. Rezone 801 Mulberry Street totaling 15.87 acres from TR to PUD With Master Plan & Special Use Permit

Mayor Harker deemed a consensus to set a Public Hearing to consider the Rezoning Request and set an evidentiary hearing for the Special Use Permit to be conducted at the June 13th Regular Board of Commissioners Meeting.

Commissioner Terwilliger requested staff have a discussion with developers regarding the “trestle walk” topic; to determine if and how it could be incorporated in the project.

- 2. Sewer Allocation Request- Proposed Salt Wynd Preserve Subdivision

Mayor Harker deemed a consensus the Salt Wynd Preserve Subdivision Sewer Allocation Request be placed on the agenda under items of discussion and consideration for the June 13th Regular Board of Commissioners Meeting.

- 3. Grant Funding Assistance Resolution- Cedar Street Pervious Pavement Parking Lane Construction

Todd Clark, Town Manager, explained staff needed direction from the board regarding the Cedar Street Resurfacing Project, specifically in the area of impervious concrete, pavers, or asphalt. He noted that Greg Meshaw, Town Engineer, had been in contact with NCDOT and also exploring possible grant funding assistance that would require a resolution be adopted.

Mr. Meshaw gave background on the project and explained the bioretention cell portion of the project should be bid in July and the construction process should start late fall, with paving to follow. Mr. Meshaw asked the board to consider pervious pavement in the parking spaces, which would help with stormwater runoff. He explained this grant opportunity would be a 50/50 match between the Town and State, with additional contributions from Coastal Federation.

After discussion amongst the Commissioners, the consensus was to place the Grant Funding Resolution on the June 13th agenda under items of discussion and consideration; Commissioner Oliver requested staff be in contact with NCDOT to request their participation on a cost difference of the project, assuming the grant was obtained.

- 4. Fourth of July Parade Event Request

Rachel Johnson, Parks & Events Coordinator/PIO, presented the application as submitted by the Beaufort Development Association regarding the Annual Fourth of July Parade. She explained the staff that would be required and the specific street closures and times the event would take place.

Commissioner Hollinshed suggested waving parking fees for the entire day of July 4th.

Commissioner Terwilliger made a motion to approve the event request with the additional of no paid parking on July 4th.

The motion carried unanimously.

5. Minutes

Mayor Harker deemed a consensus to place the May 9, 2022 Regular Meeting minutes on the agenda under items of consent for the upcoming meeting.

6. Personnel Policy

Barbara Cooper, Human Resources Manager, discussed the proposed Personnel Policy and ask that it be adopted.

Commissioner Hollinshed suggested adding a section that addressed working remotely but noted it could be done at a later date.

The other board members agreed it was a good idea and commended Ms. Cooper on her efforts preparing the policy.

Commissioner Terwilliger made a motion to approve the Personnel Policy.

The motion carried unanimously.

7. Residential Solid Waste Fee Increase

Christi Wood, Finance Director, explained there was an increase in residential solid waste fees per the agreement with Waste Industries (GFL) and requested board approval to change the fee from \$19.44 to \$20.88 (an increase of \$1.44 per month).

Commissioner Hagle made a motion to approve the change.

The motion carried unanimously.

8. FY 2022 Budget Amendment 10

Ms. Wood explained the amendment requests transfer of funds from the General Fund to the Capital Reserve Fund for a future debt service payment on the Fire Pumper for Station 2; the amendment will reserve the funds for the debt payment in the last year of the loan term.

Commissioner Terwilliger made a motion to approve FY 2022 Budget Amendment #10 and Capital Reserve Fund #11.

The motion carried unanimously.

9. FY 2022 Budget Amendment 11

Ms. Wood explained the amendment requests the appropriation of funds from Carteret County Reserve (Fire Tax) of \$19,800 to outfit the new Pumper Truck that will be housed at Station 2. She noted the County Commissioners approved the item Monday, May 16, 2022.

Commissioner Terwilliger made a motion to approve FY 2022 Budget Amendment #11.

The motion carried unanimously.

10. Financial Notes

Ms. Wood reported tax balances for March and April, as well as the sales and use tax distribution for May, noting the amount of \$172,209.

11. Budget Work Session

Mr. Clark initiated a continued discussion on the proposed FY 2023 Budget, noting here were certain areas that required a follow-up, such as the Parking Manager/Special Projects Assistant job description.

Ms. Cooper provided a copy of the job description to the board and explained it.

Mr. Clark reported additional funds had been added to the Governing Bodies line for the Annual Board Retreat, as requested by the Mayor in a prior budget meeting; this amount was noted to be \$6,000.

Ms. Wood gave an overview of the 5-year plan, explaining how expenditure and revenue numbers were generated.

Commissioner Terwilliger suggested at having a future discussion on the Town financial policy that requires the General Fund to keep unassigned funds equal to 20% of its anticipated expenses for the fiscal year, noting that target number may need to be raised.

Commissioner Oliver asked some questions regarding the 5-year plan, specifically if it was adjusted from year to year.

Ms. Wood explained there were some adjustments, but the Town tries to hold to the forecasted numbers as much as possible.

Commissioner Oliver discussed his desire to see fund balance reserved for use only, as needed.

Commissioner Terwilliger asked a few questions regarding the capital outlay fund.

Mayor Harker shifted the conversation to address the question regarding the sewer transfer amount.

Mr. Clark reiterated the method for calculating the transfer had been shared with the board. He explained the proposed transfer amount, \$454,361.00, was recommended by staff, specifically based off finance and engineering expenses.

Commissioner Oliver said he was comfortable with \$350,000 as the reimbursement amount from the utility fund to the general fund.

Commissioner Hagle indicated that he supported staff's recommendation but suggested there needed to be a process or policy put in place for calculating the number each year.

Commissioner Hollinshed noted staff had justifications for the recommended number and pointed out it could be changed through a budget amendment if numbers were not on track throughout the year

Commissioner Terwilliger shared he was comfortable with a number around \$350,000-375,000 and agreed it could always be corrected later.

Commissioner Cooper asked for clarification on the methodology.

Mayor Harker suggested revisiting the topic during the next budget work session, on June 6, 2022.

Commissioner Oliver asked Mr. Clark his opinion on the Town's fund balances, if he felt they were adequate at the present time.

Mr. Clark suggested it was an adequate amount for a normal year but not in the event of a natural disaster such as a hurricane.

Commissioner Oliver spoke on the topic of lowering sewer rates and asked the Town Manager to evaluate how funds could be allocated to do so.

Commissioner Terwilliger confirmed that there would be money budgeted for maintenance and repair of the water/sewer system in the upcoming years.

After more discussion between the Board of Commissioners and staff, Mayor Harker suggested continuing the conversation at the next scheduled budget work session on June 6, 2022.

Mayor/Commissioner Comments

Commissioner Terwilliger thanked Ms. Cooper for her work in preparing the personnel policy and commended the staff for their work on the budget preparation.

Mayor Harker echoed the Commissioner Terwilliger's praise and commended staff on being prepared for each meeting.

Adjourn

Commissioner Hagle made a motion to adjourn the meeting at 6:36 p.m.

The motion carried unanimously.

Sharon Harker, Mayor

Elizabeth Lewis, Town Clerk

RESOLUTION NO. 22-004
A RESOLUTION SUPPORTING
ADDITIONAL PROTECTIONS FROM GUN VIOLENCE IN
PUBLIC SCHOOLS

WHEREAS, the Town of Beaufort Board of Commissioners expresses sincere grief for the loss of life resulting from the mass shootings at Uvalde Elementary School, Texas on May 24, 2022, the Tops Friendly Market in Buffalo, NY on May 14, 2022, and continuing acts of gun violence, and

WHEREAS, communities across the United States are forever impacted by gun violence, and

WHEREAS, mass shootings in the United States have claimed an untold number of innocent lives and of ordinary people who are seeking to live in peace and harmony, and

WHEREAS, the Town of Beaufort desires to protect our community from gun violence, and

WHEREAS, the Town of Beaufort Board of Commissioners calls for swift action to strengthen laws to protect innocent citizens from these senseless acts of violence, and

WHEREAS, The Board of Commissioners asks State and Federal Lawmakers to enact legislation that specifically addresses the following:

- 1) Eliminates the availability of guns that have large magazines to people under 21,
- 2) Supports staffing for mental health professionals in each school across the U.S.,
- 3) Supports the employment of School Resource Officers in each school across the U.S.,
- 4) Supports regular safety audits within each school in the U.S.,
- 5) Supports physical changes to school buildings and associated security systems to increase school security, and
- 6) Strengthens background checks for individuals seeking gun permits.

NOW THEREFORE, BE IT RESOLVED, on this the 13th day of June, that the Town of Beaufort Board of Commissioners seeks the mutual support of the Carteret County Board of Commissioners, State House and Senate Members, as well as our U.S. Congressman and U.S. Senator.



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

Board of Commissioners

Regular Meeting

6:00 PM – Monday, June 13, 2022

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT:

Mural on Public Property

REQUESTED ACTION:

Arts in Beaufort, a 501 (c) 3 organization is requesting the Town’s permission to use the shower house at the end of the boardwalk as a location for a public art mural. They are requesting permission from the Town to use this location prior to opening a call to artists for designs.

Arts in Beaufort is the organization who recently completed the Big Red Bus mural project on Middle Lane.

Staff spoke with Jeb at the Town Docks and they are supportive of a mural at this location. The mural can be painted directly onto the building or on a series of removable panels of PVC board. The PVC boards would not damage the brick and if in the future the shower house were to receive repairs, the art could be removed.

The Parks & Rec Board reviewed the request at their June 2 meeting and submits the following recommendation:

“The Parks & Recreation Advisory Board is enthusiastic about the idea of a mural on the shower house and supports modularity as an option.” The Parks Board recommends the BOC grant permission for a mural at the proposed location on public property. The board also recommends, once approval is granted, that the final design and artist selection return to the Parks Board for review and to make a recommendation to the BOC who will give ultimate approval.

If the location is approved, Arts in Beaufort will begin the process of selecting an artist and a theme. Current theme suggestions have included nature images such as flowers, sunsets etc.

The HPC does not currently have guidelines concerning public art and this item is not required to be presented to the board.

BJ Vincent of Arts in Beaufort is present for the meeting and can address additional concerns.

EXPECTED LENGTH OF PRESENTATION: 5 minutes

SUBMITTED BY: Rachel Johnson, Parks Coordinator/PIO

BUDGET AMENDMENT REQUIRED: No





Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
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**Board of Commissioners
Regular Meeting
6:00 PM Monday, June 13, 2022
Train Depot, 614 Broad Street
Beaufort, NC 28516**

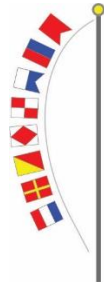
AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: Beaufort Development Association

SUMMARY:

Commissioner Hollinshed is proposing the Town of Beaufort contribute \$10,800 to the Beaufort Development Association (BDA) Website Design. The members of this group in the downtown business district contribute to many Town events and are a driving force of parking and sales tax revenue.

Attached is the website proposal from Beaufort Development Association. Members of the group will be in attendance to answer any questions related to annual events, projects and the proposed website design.



Beaufort, NC
 Beautiful. Historic. Waterfront.
COME VISIT OUR TOWN
 Beaufort Development Association
 PO Box 56, Beaufort, NC 28516

Beaufort Development Association Website
www.BeaufortNC.com

Seaport Webworks Website Design

Price: \$10,800

- **Create work environment for new website** (set up existing domain; install WordPress; install theme; create initial page templates in theme builder (basic header & footer, will be modified later to fit with overall site aesthetic).
- Ensure Crystal Coast logo is on the Home Page with a link to the TDA website: www.CrystalCoastNC.org.
- **Design page templates for different site areas** to provide a cohesive look for whole site, while also allowing areas to have unique features relevant to the topic:
 - About (similar template format will be used for Contact/Stay Connected, Getting Here pages, but with unique featured header images).
 - Events
 - Main Directory [these are templates that will actually hold directory listings; listing designs are set up separately in plugin, as detailed below]
 - Stay
 - Play
 - Dine
 - Shop
 - Arts
 - Services
 - Donate
 - Beaufort Shop
- **Create site pages** (these will use the individual templates described in the previous line item):
 - About BBA
 - About Beaufort
 - Accolades
 - Recent Press
 - Blog Articles (this will just be main blog page)
 - Events
 - Stay Connected / Contact
 - Getting Here
 - Beaufort Shop

- **Set up business directory plugin assets** (plugin + any add-on extensions necessary to achieve goals for site)
- **Set up business directory categories** with custom fields for each entry (for instance, a restaurant might have different fields than a shop or a hotel):
 - Stay
 - Play
 - Dine
 - Shop
 - Arts
 - Services
- **Set up event calendar + event ticketing plugin assets** and connect to payment processor(s)
- **Add business directory listings** (130 - 150 listings)
- **Create event listing templates**
 - Free Events
 - Signature (premium) Events
- **Add free events** (setup template)
- **Add premium events** (setup template)
- **Install Bloom plugin** to create attractive newsletter signup forms.
- **Install Monarch plugin** to facilitate social media sharing.
- **Set up Donations capability**
- **Set up the ecommerce plugin** necessary for Beaufort Shop.
- **Create custom graphics for site and ensure photos are in the correct format** (jpg) and at the correct sizes (not unnecessarily large file sizes and not low resolution) for display wherever they appear.
- **Ensure all images have alt-text and site is ADA compliant** (alt-text for all images, good contrast on any text, easily readable text size regardless of device, clear navigation, no unnecessary content shifts) as much as possible.
- **Install and set up WP Rocket caching plugin** to ensure site speed is as fast as it can be.
- **Install and set up SEO plugin** (either Yoast SEO or RankMath SEO) - basic configuration to make sure correct info is being found by Google and other search engines.
- **Install Google Analytics**



Town of Beaufort, NC

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**Board of Commissioners
Regular Meeting
6:00 PM Monday, June 13, 2022
Train Depot, 614 Broad Street**

AGENDA CATEGORY: Items for Discussion and Consideration
SUBJECT: Sewer Allocation Request- Salt Wynd Preserve Subdivision

BRIEF SUMMARY:

Beaufort Agrihood Development, LLC is requesting that 17,760 gallons per day (gpd) of sewer capacity be allocated to the first phase of a residential subdivision that is to be known as Salt Wynd Preserve. The first phase of the subdivision is to extend northward from Pinners Point Road near Mashburn Drive. The capacity being requested is for 47 lots with 40 of those lots being for 3-bedroom houses and the remaining 7 lots being for 4-bedroom houses.

The allocation request will fall within the Priority Level 1 category described by the Town’s “Wastewater Allocation Policy” given that an Annexation Ordinance covering the properties that comprise the proposed subdivision was adopted by the Board of Commissioners on May 9th. This action was followed by approval of the preliminary plat for phase 1 by the Planning Board on May 16th. Priority Level 1 projects include the following classes of development provided all permitting and approval application requirements by the Town and other regulatory agencies having jurisdiction have been satisfied: 1) Infill development located within the Town’s corporate limits; 2) redevelopment located within the Town’s corporate limits; and 3) new development located within the Town’s corporate limits.

REQUESTED ACTION:

Consider approving the allocation of 17,760 gpd of sewer capacity to Beaufort Agrihood Development, LLC for the proposed Salt Wynd Preserve residential subdivision.

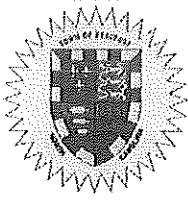
EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

Greg Meshaw, PE, Town Engineer

BUDGET AMENDMENT REQUIRED: No



TOWN OF Beaufort
Public Services Department
701 Front Street, Beaufort, NC 2816
P.O. Box 390, Beaufort, NC 28516
Phone: 252-728-2141

WASTEWATER ALLOCATION REQUEST

The Town of Beaufort, in an effort to manage and maintain the sewer and water capacity for the Town, requires that this application be completed and submitted to the Town for consideration of a utility allocation. Review fee is due upon submittal of request.

Wastewater Allocation Request Review Fee: \$50

SITE INFORMATION

Name of Project: Salt Wynd Preserve Acreage of Property: 37.07
County Tag Number: N/A NC PIN: _____
Address/Location: Live Oak St, Bertram Rd
Beaufort NC 28516
Zoning District: R20
Location Status: Town Limits Existing Out-of-Town Service Area
 Out-of-Town Service Approval/Agreement

APPLICANT INFORMATION

Applicant: Beaufort Agrihood Development, LLC
Mailing Address: 176 Mine Lake Ct Suite 100, Raleigh NC 27615
Phone Number: 207-449-8801 Fax: _____
Contact Person: Beth Clifford
Email Address: beth@beltwayig.com

PROPERTY OWNER INFORMATION

Name: Multiple, see Annexation submission
Mailing Address: _____
Phone Number: _____ Fax: _____
Email Address: _____

FOR OFFICE USE ONLY

Date Received: _____ File Number/Name: _____

PROJECT INFORMATION

Use: New Expanded Change Use Type: Residential Commercial

Proposed Use(s): R20 Existing Use(s): R20

Developer Name: Beaufort Agrihood Development, LLC
Mailing Address: 176 Mine Lake Ct Suite 100, Raleigh NC 27615
Phone Number: 207-449-8801 Fax Number:
Email Address: beth@beltwayig.com

ALLOCATION REQUEST (See instructions on page 3 regarding use of Professional Engineer)

The following supplemental information is required:

- Complete development proposal for Priority Levels 1, 2 or 3 allocation request
- Preliminary plan or sketch plan for Priority Level 4 allocation request meeting requirements for site plans as established on the Town's Building Permit Application or as described for sketch plans by the Town's Subdivision Ordinance
- If a phasing schedule is proposed, include as an attachment

Residential:

Gross Acreage: 37.07

Single Family	# of Units	GPD per Unit	Total Requested GPD
1-2 Bedroom Units	0		
3 Bedroom Units	40	360	14,400
>3 Bedroom Units	7	480	3,360
Total	47	-----	17,760

Multi-Family	# of Units	GPD per Unit	Total Requested GPD
1-2 Bedroom Units			
3 Bedroom Units			
>3 Bedroom Units			
Total	0	-----	

Non-Residential: (Design Flow Guideline provided as Appendix A)*

*If design flow deviates from the flow rates presented in Appendix A, provide supporting documentation/justification as an attachment in the form of 12 months of water bills demonstrating gallons per day utilized.

Gross Acreage: 0

Use	Measurement Unit	# of Units	GPD per Unit	Total Requested GPD
Total			-----	

TOTAL REQUESTED GALLONS PER DAY: 17,760

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town of Beaufort to approve the subject Wastewater Allocation. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Beaufort, North Carolina, and will not be returned.

Beth Clifford
Print Name

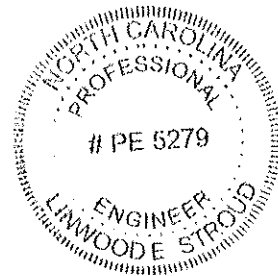

Signature of Applicant


01/26/22
Date

ENGINEER'S CERTIFICATION

The allocation request data provided on page 2 of this form shall be provided by a Professional Engineer for all requests except single lot residential infill requests and commercial requests equal to or less than 360 gallons per day. The certification statement below shall be completed by the Professional Engineer providing the data.

I, Linwood Stroud hereby attest that the total requested allocation and the values used to derive the total are to the best of my knowledge, accurate and complete having been prepared in accordance with the instructions of this form while also adhering to applicable State laws, regulations, and rules, concerning the determination of design daily wastewater flows from facilities served by public wastewater collection and treatment systems.



 1/27/22
Signed and Dated Professional Engineer Seal

Stroud Engineering P.A.
Firm Name

10713 Commerce St. Greenville NC 27858
Address

(252) 756-9352
Telephone No.

lstroud@stroudengineer.com
Email Address

TOWN OF BEAUFORT OFFICE USE ONLY:

Approved by: Town Engineer
 Board of Comissioners

Allocation approved: _____ gallons per day

Date of Approval: _____

Confirmation signature by:

Town Manager

APPENDIX A: DESIGN FLOW RATES

The following table from the North Carolina Administrative Code 02T.0114 shall be used to determine the minimum allowable design daily flow of wastewater facilities. Alternatively, the Town in its sole and absolute discretion may calculate the customer's initial average daily wastewater flow based on data from the customer's operations (or from similarly situated customers) with a comparable sanitary sewer system, where such data are available and reasonably current.

Establishment Type	Daily Flow Rate
Barber and Beauty Shops	
Barber Shops	50 gal/chair
Beauty Shops	125 gal/booth or bowl
Businesses, Offices and Factories	
General business and office facilities	25 gal/employee/shift
Factories, excluding industrial waste	25 gal/employee/shift
Factories or businesses with showers or food preparation	35 gal/employee/shift
Warehouse	100 gal/loading bay
Warehouse – self storage (not including caretaker residence)	1 gal/unit
Churches	
Churches without kitchens, day care or camps	3 gal/seat
Churches with kitchen	5 gal/seat
Churches providing day care or camps	25 gal/person (child & employee)
Fire, Rescue and Emergency Response	
Fire or rescue stations without on-site staff	25 gal/person
Fire or rescue stations with on-site staff	50 gal/person/shift
Food and Drink Facilities	
Banquet, dining hall	30 gal/seat
Bars, cocktail lounges	20 gal/seat
Caterers	50 gal/100 sq. ft. floor space
Restaurant, full Service	40 gal/seat
Restaurant, single service articles	20 gal/seat
Restaurant, drive-in	50 gal/car space
Restaurant, carry out only	50 gal/100 sq. ft. floor space
Institutions, dining halls	5 gal/meal
Deli	40 gal/100 sq. ft. floor space
Bakery	10 gal/100 sq. ft. floor space
Meat department, butcher shop or fish market	75 gal/100 sq. ft. floor space
Specialty food stand or kiosk	50 gal/100 sq. ft. floor space
Hotels and Motels	
Hotels, motels and bed & breakfast facilities, without in-room cooking facilities	120 gal/room
Hotels and motels, with in-room cooking facilities	175 gal/room
Resort hotels	200 gal/room
Cottages, cabins	200 gal/unit
Self-service laundry facilities	500 gal/machine
Medical, Dental and Veterinary Facilities	
Medical or dental offices	250 gal/practitioner/shift
Veterinary offices (not including boarding)	250 gal/practitioner/shift
Veterinary hospitals, kennels, animal boarding facilities	20 gal/pen, cage, kennel or stall
Hospitals, medical	300 gal/bed
Hospitals, mental	150 gal/bed
Convalescent, nursing, rest homes without laundry facilities	60 gal/bed
Convalescent, nursing, rest homes with laundry facilities	120 gal/bed
Residential care facilities	60 gal/person
Parks, Recreation, Camp Grounds, R-V Parks and other Outdoor Activity Facilities	
Campgrounds with comfort station, without water or sewer hookups	75 gal/campsite

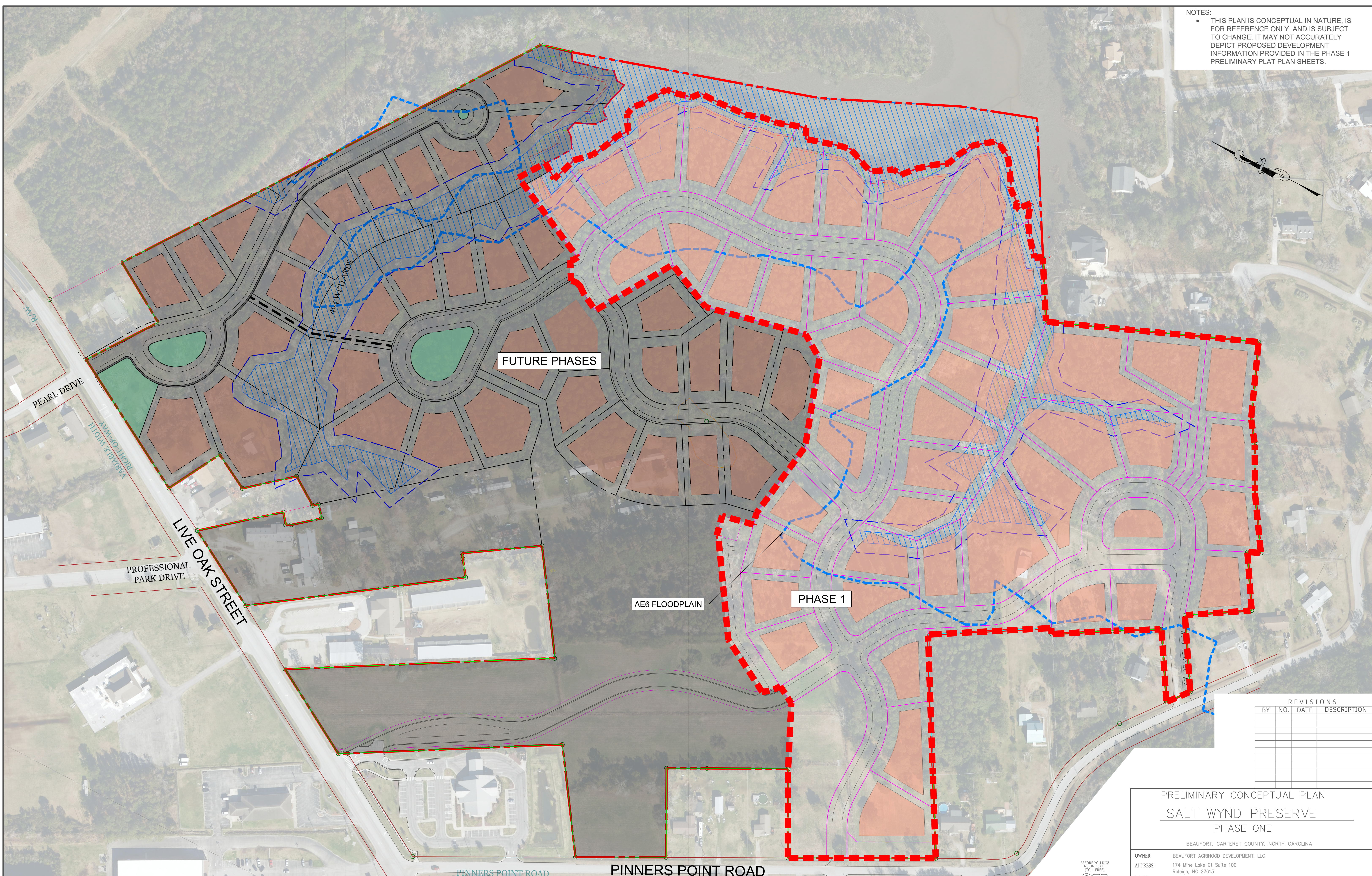
Establishment Type	Daily Flow Rate
Campgrounds with water and sewer hookups	100 gal/campsite
Campground dump station facility	50 gal/space
Construction, hunting or work camps with flush toilets	60 gal/person
Construction, hunting or work camps with chemical or portable toilets	40 gal/person
Parks with restroom facilities	250 gal/plumbing fixture
Summer camps without food preparation or laundry facilities	30 gal/person
Summer camps with food preparation and laundry facilities	60 gal/person
Swimming pools, bathhouses and spas	10 gal/person
Public access restrooms	325 gal/plumbing fixture
Schools, Pre-school and Day Care	
Day care and preschool facilities	25 gal/person (child & employee)
Schools with cafeteria, gym and showers	15 gal/student
Schools with cafeteria	12 gal/student
Schools without cafeteria, gym or showers	10 gal/student
Boarding schools	60 gal/person (student & employee)
Service Stations and Car Wash Facilities	
Service stations, gas stations	250 gal/plumbing fixture
Car wash facilities	1200 gal/bay
Sports Centers	
Bowling center	50 gal/lane
Fitness, exercise, karate or dance center	50 gal/100 sq. ft.
Tennis, racquet ball	50 gal/court
Gymnasium	50 gal/100 sq. ft.
Golf course with only minimal food service	250 gal/plumbing fixture
Country clubs	60 gal/member or patron
Mini golf, putt-putt	250 gal/plumbing fixture
Go-kart, motocross	250 gal/plumbing fixture
Batting cages, driving ranges	250 gal/plumbing fixture
Marinas without bathhouse	10 gal/slip
Marinas with bathhouse	30 gal/slip
Video game arcades, pool halls	250 gal/plumbing fixture
Stadiums, auditoriums, theaters, community centers	5 gal/seat
Stores, Shopping Centers, Malls and Flea Markets	
Auto, boat, recreational vehicle dealerships/showrooms with restrooms	125 gal/plumbing fixture
Convenience stores, with food preparation	60 gal/100 sq. ft.
Convenience stores, without food preparation	250 gal/plumbing fixture
Flea markets	30 gal/stall
Shopping centers and malls with food service	130 gal/1000 sq. ft.
Stores and shopping centers without food service	100 gal/1000 sq. ft.
Transportation Terminals	
Air, bus, train, ferry, port and dock	5 gal/passenger

Source: North Carolina Administrative Code 02T.0114, January 1, 2007

Per 15A NCAC 02t .0114 (b), in determining the volume of sewage from dwelling units, the flow rate shall be 120 gallons per day per bedroom. The minimum volume of sewage from each dwelling unit shall be 240 gallons per day and each additional bedroom above two bedrooms shall increase the volume by 120 gallons per day. Each bedroom or any other room or addition that can function as a bedroom shall be considered a bedroom for design purposes. When the occupancy of a dwelling unit exceeds two persons per bedroom, the volume of sewage shall be determined by the maximum occupancy at a rate of 60 gallons per person per day.

NOTES:

- THIS PLAN IS CONCEPTUAL IN NATURE, IS FOR REFERENCE ONLY, AND IS SUBJECT TO CHANGE. IT MAY NOT ACCURATELY DEPICT PROPOSED DEVELOPMENT INFORMATION PROVIDED IN THE PHASE 1 PRELIMINARY PLAT PLAN SHEETS.



REVISIONS			
BY	NO.	DATE	DESCRIPTION

PRELIMINARY CONCEPTUAL PLAN
SALT WYND PRESERVE
 PHASE ONE
 BEAUFORT, CARTERET COUNTY, NORTH CAROLINA

OWNER: BEAUFORT AGRIHOOD DEVELOPMENT, LLC
 ADDRESS: 174 Mine Lake Ct Suite 100
 Raleigh, NC 27615
 PHONE: 207-449-8801

DESIGNED:	LES	DATE:	2/10/22
DRAWN:	JLJ	SCALE:	1" = 100'
APPROVED:	LES	SHEET:	C2 OF 13

STROUD ENGINEERING, P.A.
 107-B COMMERCE STREET
 GREENVILLE, NC 27858
 (252) 756-9352 LICENSE NO. C-0647

PROJECT NO.: PM3067-001
 DRAWING NO.: 003





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

**Board of Commissioners
Regular Meeting
6:00 PM Monday, June 13, 2022**

AGENDA CATEGORY: Items for Discussion and Consideration
SUBJECT: Grant Funding Assistance Resolution
Cedar Street Pervious Pavement Parking Lane Construction

BRIEF SUMMARY:

The rehabilitation of the Cedar Street pavement by NCDOT is planned for execution after the construction of fourteen stormwater bioretention cells along the street (see Exhibits 2 & 3). The pavement work is expected to follow immediately thereafter so long as the bioretention cells are completed such that the paving can be finished in December; otherwise, paving will likely be pushed to 2023.

Given that Cedar Street is to essentially be reconstructed, staff believes that this presents an opportunity to incorporate pervious pavement parking lanes between the proposed bioretention cells into the overall street plan. Incorporation of this type of pavement will help reduce stormwater runoff that would otherwise be direct to Town Creek and also lessen standing water at sags in the street. Additionally, the planned pavement will provide an aesthetic improvement to Cedar Street. This is a noteworthy benefit since the August 2012 "Entry Master Plan" recommended the street for "beautification" so that it will "serve as a major local street reflecting the character of Beaufort."

As of this writing, the cost of constructing pervious parking lanes between the bioretention areas from Orange Street to Marsh Street is estimated at \$391,000. Realizing that this represents a significant expenditure, staff recommends that the Town make application for a Water Resources Development Grant. This type of grant provides a 50 percent matching limit. When considering this limit, it is important to know that the Coastal Federation has committed to matching the Town's contribution up to \$75,000 of the needed grant matching funds thereby reducing the Town's estimated contribution from \$195,500 to \$120,500.

REQUESTED ACTION:

Consider adopting the resolution requesting that the State of North Carolina provide financial assistance in the amount of \$195,500 for the construction of pervious parking lanes along Cedar Street from Orange Street to Marsh Street.

EXPECTED LENGTH OF PRESENTATION:

10 minutes

SUBMITTED BY:

Greg Meshaw, PE, Town Engineer/Public Services Director

BUDGET AMENDMENT REQUIRED:

No

Water Resources Development Grant Funding Assistance Resolution Cedar Street Pervious Pavement Parking Lane Construction

Introduction

Staff recommends that the Board of Commissioners consider adoption of the resolution requesting the State of North Carolina provide financial assistance in the amount of \$195,500 for the construction of pervious parking lanes along Cedar Street from Orange Street to Marsh Street.

Background and Description of Anticipated Funding

The North Carolina Department of Transportation (NCDOT) completed replacement of the stormwater main beneath Cedar Street in late 2021. This main conveys stormwater from multiple catch basins along the street to its Town Creek discharge at the north end of Orange Street. Additionally, the Town completed its project to replace water lines, line sanitary sewers, and replaced sewer manholes along the street during May 2021. Both the NCDOT and Town project were undertaken in advance of NCDOT’s plan to rehabilitate/resurface the street from its west end to Live Oak Street.

Currently, NCDOT is planning for rehabilitation of the Cedar Street pavement to occur after they construct fourteen stormwater bioretention cells along the street (see Exhibits 2 & 3). The pavement work is expected to follow shortly thereafter. The street is expected to be turned over to the Town by NCDOT for ongoing maintenance soon after its work is complete.

As of this writing, the NCDOT Division Office is hopeful that the bioretention cells can be completed with sufficient time left for the pavement work to be undertaken and finished before the end of the 2022 annual paving effort. This effort is to end during December. The Division Office is, however, unsure as to whether this is a realistic expectation. Accordingly, the Division Engineer has advised Town staff that the paving of Cedar Street could be moved into the 2023 annual paving contract should the bioretention cell work extend into December. The 2023 paving project is supposed to begin in March.

Given that Cedar Street is to essentially be reconstructed, staff believes that there is an opportunity to incorporate a feature that will yield two benefits. More specifically, staff believes that construction of pervious pavement parking lanes between the proposed bioretention cells will help reduce the volume of stormwater runoff. This in turn, means that there should be a reduction in the volume of storm water discharged to Town Creek. Staff also believes that constructing the lanes with pervious pavers will allow for selection of a paver color that will provide an aesthetic contrast to the asphalt pavement travel lanes.

While an aesthetic contrast between parking and travel lanes was not specifically called for by the August 2012 “Entry Master Plan,” Cedar Street was viewed by the report as a corridor deserving of “beautification.” To that end, the report suggested that the street “should serve as a major local street reflecting the character of Beaufort while accommodating pedestrians, bicyclists, parking, and automobiles.” More recently, discussions of adding a park at the western terminus only reinforce this inevitable vision and ultimate need.

As of this writing, the cost of constructing pervious parking lanes between the bioretention areas from Orange Street to Marsh Street is estimated at \$391,000. Realizing that this represents a significant expenditure, staff recommends that the Town make application for a Water Resources Development Grant. This type of grant is administered by the Division of Water Resources which is part of the North Carolina Department of Environmental Quality. The grant parameters include a 50 percent matching limit which means that the Town will be responsible for providing \$195,500 of the (estimated) funding needed to construct the pervious pavement parking lanes. To that end, it is important to know that the Coastal Federation has committed to matching the Town’s contribution up to \$75,000 of the needed grant matching funds thereby reducing the Town’s estimated contribution to \$120,500.

Should the Town be successful in obtaining grant funding, staff anticipates execution of the funding documents by November. Bidding and award of the work should then be complete by the end of 2022. Actual construction of the permeable pavement would likely be complete around March 2023. It is worth noting that the NCDOT Division Engineer has stated that he would prefer that their pavement work be postponed until such time as the pervious pavement is in-place. This means that the paving of Cedar Street would be pushed into NCDOT's 2023 paving cycle regardless of whether the bioretention cells are completed in time for the paving to be completed by December 2022. Completion of the pervious pavement around March should however, dovetail with NCDOT's start of the 2023 paving season in March.

Given the foregoing, staff recommends that the Board of Commissioners consider authorizing staff to make application for grant funding in the amount of \$195,500 from the Water Resources Development Grant program. Authorization is being sought in the form of the Board's adoption of the attached resolution.



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

**Board of Commissioners
Regular Meeting
6:00 PM Monday, June 13, 2022
Train Depot, 614 Broad Street
Beaufort, NC 28516**

AGENDA CATEGORY: Public Hearing
SUBJECT: Rezone 801 Mulberry Street totaling 15.87 acres from TR to PUD With Master Plan

BRIEF SUMMARY:

During the May 23rd Board of Commissioners Work Session, the Commissioners requested that the Town Manager and Planning meet with the applicant to discuss the trestle walk trail project which includes a portion of the proposed project. As requested, staff met with the developer and their engineer on Friday, June 3rd and the developer and Town Staff have agreed to the following:

- The developer will provide a 15-foot-wide easement along the eastern portion of the property to the wood line and then will provide an easement through the wood line to the County property on the west.
- The town has agreed that when the trail is constructed that a fence will be installed at the rear of the proposed residential lots to privacy and a barrier.

At their May 16th meeting the Planning Board recommended unanimously the Rezoning to PUD with Master Plan with three recommended conditions which are:

- That the developer work with the Town to provide an easement or dedication of a multi-use path area for the construction of a multi-use trail as included in the adopted Bicycle & Pedestrian Plan.
- That the buffer area identified on the master plan be retained as natural and that the density shown on the Master Plan not be exceeded.
- And that the Mixed Use Structures be submitted as site plans for review by the Planning Board and Board of Commissioners.

Other pertinent information regarding this request is that the applicants are **NOT** requesting any variances from the standards of the ordinance.

Under the current TR Zone all the uses contained in the Master Plan would be either permitted by right or Special Uses except the proposed condominiums. (See Attachment I - Section 8-B Transitional Zoning District)

REQUESTED ACTION:

Conduct Public Hearing for Rezoning to PUD with Master Plan

EXPECTED LENGTH OF PRESENTATION:

Staff Report - 15 Minutes

SUBMITTED BY:

Kyle Garner, AICP

Planning & Inspections Director



Staff Report

To: Board of Commissioners
From: Kyle Garner, AICP

Date: 6/3/2022
Meeting Date: 6/13/2022

Case Number 22-11

Summary of Request:

Rezone 801 Mulberry Street totaling 15.87 acres from TR to PUD With Master Plan & Special Use Permit

Background

Location(s) & PIN

730618414806000

Owners Applicant

Ballou-Lewis Properties, LLC
Same

Current Zoning

TR

Lot(s) Size & Conformity Status

Conforming

Existing Land Use

Former School Site

Adjoining Land Use & Zoning

North Single Family zoned – R-8
South Across Live Oak by Commercial Uses zoned – B-1
East Single Family zoned – R-8
West Single Family zoned – R-8

Special Flood Hazard Area

Yes No

Public Utilities

Water Available Not Available
Sewer Available Not Available

Additional Information

See Staff Comments

Requested Action

Conduct Public Hearing for Rezoning Discussion.

- Approve the request;
- Approve the request with conditions to the PUD Master Plan as recommended by the Planning Board
- Deny the request; or

Conduct Evidentiary Hearing For Special Uses

- Decision on Findings of Fact
- Decision on Special Use Permit

Staff Comments

The request before the Board is actually two separate request. They are as follows:

- First, there is the rezoning from Transitional (TR) zoning to Planned Unit Development (PUD) with a Master Plan;
- Next, is the Special Use Request for the Uses in the PUD, as all uses requested require a Special Use Permit. They include Duplexes, Condominiums, Mixed Use, Event Center, and Catering Kitchen/Restaurant.

During the May 23rd Board Workshop the Commissioners requested that the Town Manager and Planning meet with the applicant to discuss the trestle walk trail project which includes a portion of the proposed project. As requested, staff met with the developer and their engineer on Friday, June 3rd and the developer and Town Staff have agreed to the following:

- The developer will provide a 15 foot wide easement along the eastern portion of the property to the wood line and then will provide an easement through the wood line to the County property on the west.
- The town has agreed that when the trail is constructed that a fence will be installed at the rear of the proposed residential lots to privacy and a barrier.

At their May 16th meeting the Planning Board recommended unanimously the Rezoning to PUD with Master Plan with three recommended conditions which are:

- That the developer work with the Town to provide an easement or dedication of a multi-use path area for the construction of a multi-use trail as included in the adopted Bicycle & Pedestrian Plan.
- That the buffer area identified on the master plan be retained as natural and that the density shown on the Master Plan not be exceeded.
- And that the Mixed Use Structures be submitted as site plans for review by the Planning Board and Board of Commissioners.

Other pertinent information regarding this request is that the applicants are **NOT** requesting any variances from the standards of the ordinance as well as a CAMA Map amendment as the proposed density is close to the Medium Density of five units per acre and staff has discussed this with the CAMA District Planner.

Under the current TR Zone all the uses contained in the Master Plan would be either permitted by right or Special Uses except the proposed condominiums. (See Attached Section 8-B Transitional Zoning District)

Data:

Total Acreage - 15.87 Acres

Total Open Space – 3.55 Acres or 22%

Proposed 5.5 Dwelling Units Per Acre

42 Duplex Units

36 Condominium Units

10 Mixed Use Units

SPECIAL USE PERMIT

The request to a Planned Unit Development (PUD) requires that each proposed use receive a Special Use Permit meaning that there are **no permitted uses by right** and the applicant has to request these uses. This process is a little different than other Special Uses that are included in a use table or listed in a specific zoning district, however, the same process is used in these situations. Included below are the criteria that the Board will need to base its decision on its Finding of Fact.

SECTION 20 Special Use Permit (*Town of Beaufort Land Development Ordinance*)

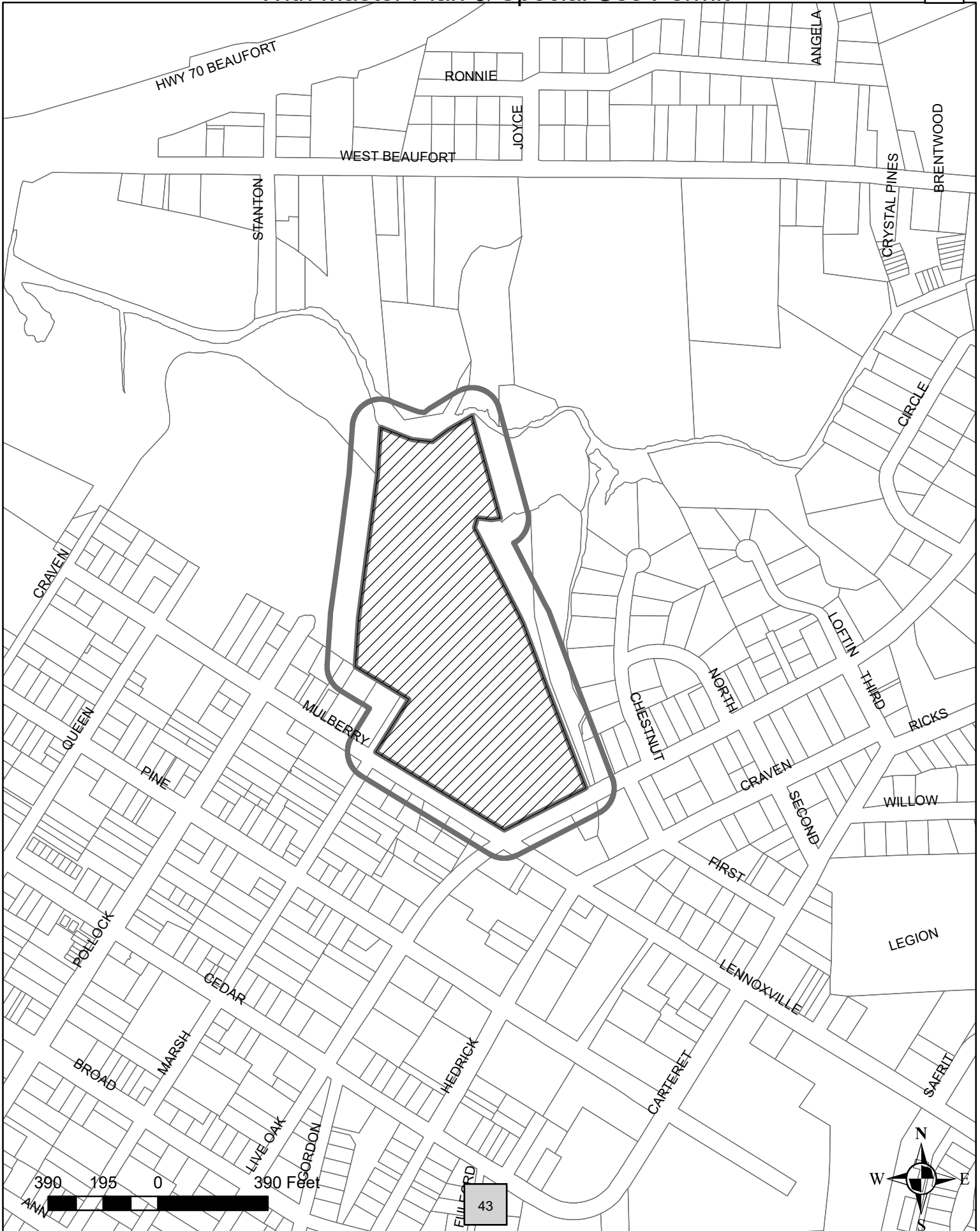
E) Required Findings

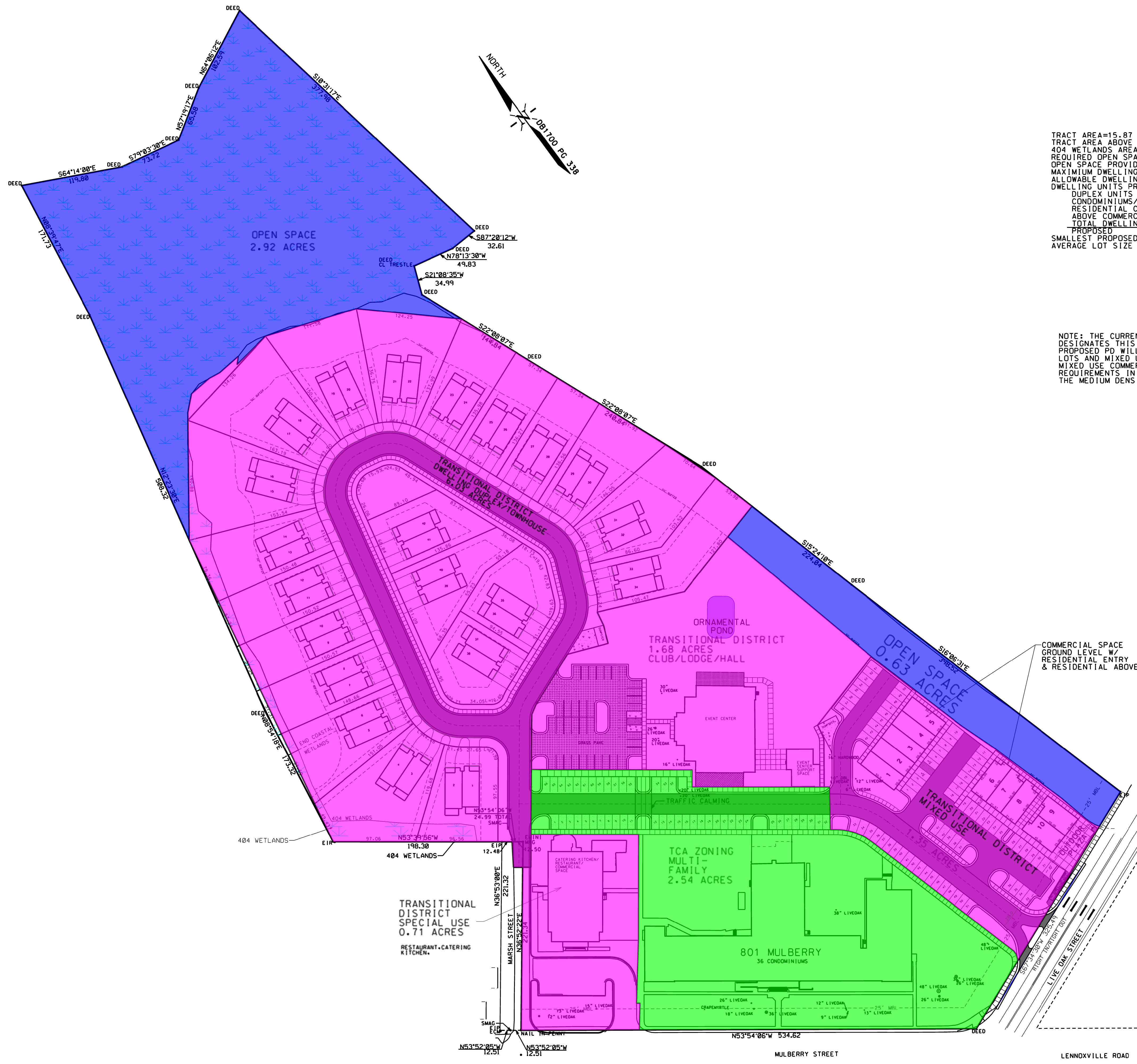
1) In addition to any other findings or requirements as specified by any other section of this Ordinance, before any application for a special use may be granted or denied, the BOC shall make each of the following findings:

- 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 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.

- Attachments:**
- Attachment B - Vicinity Map with 100' Notification Buffer
 - Attachment C – Proposed Master Plan with Underlying Zoning
 - Attachment D - Owners Within 200’
 - Attachment E – Current Zoning Map
 - Attachment F - CAMA Future Land Use Map
 - Attachment G – Environmental Conditions
 - Attachment H – TR Zoning Info

Vicinity Map - Case # 22-11 - 801 Mulberry Street Rezoning From TR to PUD With Master Plan & Special Use Permit





LEGEND

[Blue Box]	OPEN SPACE
[Green Box]	TCA UNDERLYING ZONE
[Pink Box]	TR UNDERLYING ZONE
[White Box with Dotted Pattern]	PERVIOUS CONCRETE
[Dark Grey Box]	IMPERVIOUS SURFACE
[Light Grey Box with Dotted Pattern]	GRASS PAVE
[Dark Grey Box with Dotted Pattern]	PERVIOUS PAVERS

REVISIONS:

No.	BY	DATE	DESCRIPTION

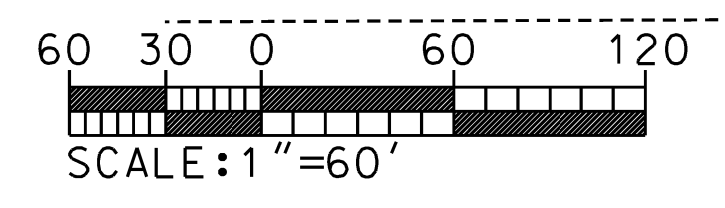
TR/OS TO PD REZONING REQUEST SITE PLAN

801 MULBERRY STREET
 BEAUFORT, CARTERET COUNTY, NORTH CAROLINA

CLIENT: BALLOU-LEWIS PROPERTIES, LLC
 ADDRESS: PO BOX 662 GREENVILLE, NC 27835
 PHONE: 252-531-9704

DESIGNED: RDC
DRAWN: RC/EGC
CHECKED: RDC
APPROVED: RDC
DATE: 3/28/22
SCALE: 1"=60'

THE CULLIPHER GROUP P.A.
 ENGINEERING & SURVEYING SERVICES
 151A HIGHWAY 24 MORRISVILLE, N.C. 28557
 (252) 773-0090 LICENSE NO. C-4482
FOR ILLUSTRATION PURPOSES
 RONALD D. CULLIPHER P.E.



<u>OWNER</u>	<u>MAIL_HOU</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>IL_ST</u>	<u>MAIL_Z1</u>	<u>MAIL_Z2</u>	<u>MAIL_ADD2</u>
500 MARSH STREET LLC			MT PLEASANT	SC	29465		PO BOX 643
900 LIVE OAK JV LLC	305	TRANSYLVANIA AVENUE	RALEIGH	NC	6951	27609	
AMERICAN TOWERS LLC			ATLANTA	GA	31139		PO BOX 723597
BALLOU-LEWIS PROPERTIES LLC			GREENVILLE	NC	27835		PO BOX 662
BISHOP,STEPHEN F ETUX GAIL B	131	CRAVEN STREET	BEAUFORT	NC		28516	
BRYANT,MAGALENE JAMES	515	MARSH STREET	BEAUFORT	NC		28516	
BURBRIDGE,ANNIE ETVIR WILLIAM	518	MARSH STREET	BEAUFORT	NC		28516	
CARTERET COUNTY	302	COURTHOUSE SQUARE	BEAUFORT	NC		28516	SUITE 200
CHAPLAIN,RICHARD M JR ETUX JAN			BEAUFORT	NC		28516	PO BOX 2304
CHAPPELL,LIBBY	108	CHESTNUT DRIVE	BEAUFORT	NC		28516	
COPE,ALICE H	517	LIVE OAK ST	BEAUFORT	NC		28516	
DAILEY,MICHAEL P ETUX PAULA	905	LIVE OAK STREET	BEAUFORT	NC		28516	
DAVIS,VENUS L/T	513	LIVE OAK ST	BEAUFORT	NC		28516	
DURHAM,SAMMIE L ETUX LINDA	711 1/2	MULBERRY ST	BEAUFORT	NC	1921	28516	
FINLEY,JOHN KARL ETUX DENISE C	106	CHESTNUT DRIVE	BEAUFORT	NC	1719	28516	
HABER,MARTIN JOSEPH	711	MULBERRY ST UNIT A	BEAUFORT	NC	1921	28516	
HAILEY,CYNTHIA ETAL K. THURMAN	804	MULBERRY STREET	BEAUFORT	NC		28516	
HENRY,JULIANNA	515 1/2	MARSH ST	BEAUFORT	NC	1917	28516	
HOLZ,LINDA HARRIS TRUSTEE	808	SOUTH IRVING STREET	ARLINGTON	VA		22204	
HUBBARD,SCOTT	2233	EAST REDSTONE TRAIL	SLANESVILLE	WV	3392	25444	
HUGHES DEVELOPMENT LLC	901-F	PAVERSTONE DRIVE	RALEIGH	NC		27615	
HUNT,R H	118	BRIAR PATCH DR	BEAUFORT	NC	1719	28516	C/O JASON M HUNT
KOTCH,MARTIN JOEL ETUX INDA W	717	MULBERRY STREET	BEAUFORT	NC		28516	
LAND,LARRY MARTIN	700	LANDS POINTE ROAD	MOREHEAD CITY	NC	8946	28557	
LANIER,PEYTON	566	WEST BEAUFORT RD	BEAUFORT	NC		28516	
LDA&J LLC	279	GATSEY LANE	BEAUFORT	NC		28516	
MAIER,JESSICA N ETVIR STEPHEN	802	MULBERRY STREET	BEAUFORT	NC		28516	
MEDLIN,JOE L ETUX JENNIFER	2265	MEDLIN RD	CLAYTON	NC		27520	
MULBERRY STREET PROPERTIES LLC			MT PLEASANT	SC	29465		PO BOX 643
O'NEAL,JOHN B	3008-B	RUFFIN STREET	RALEIGH	NC		27607	
PINER,ROSALIE C L/T	102	CHESTNUT DR	BEAUFORT	NC		28516	
SALTER,JO ANN	100	CHESTNUT DRIVE	BEAUFORT	NC		28516	
WILKO HOLDINGS LLC	801	PLAZA BOULEVARD	KINSTON	NC		28501	

WRIGHT,DAVID WINSLOW ETAL
WRIGHT,MARY B

624

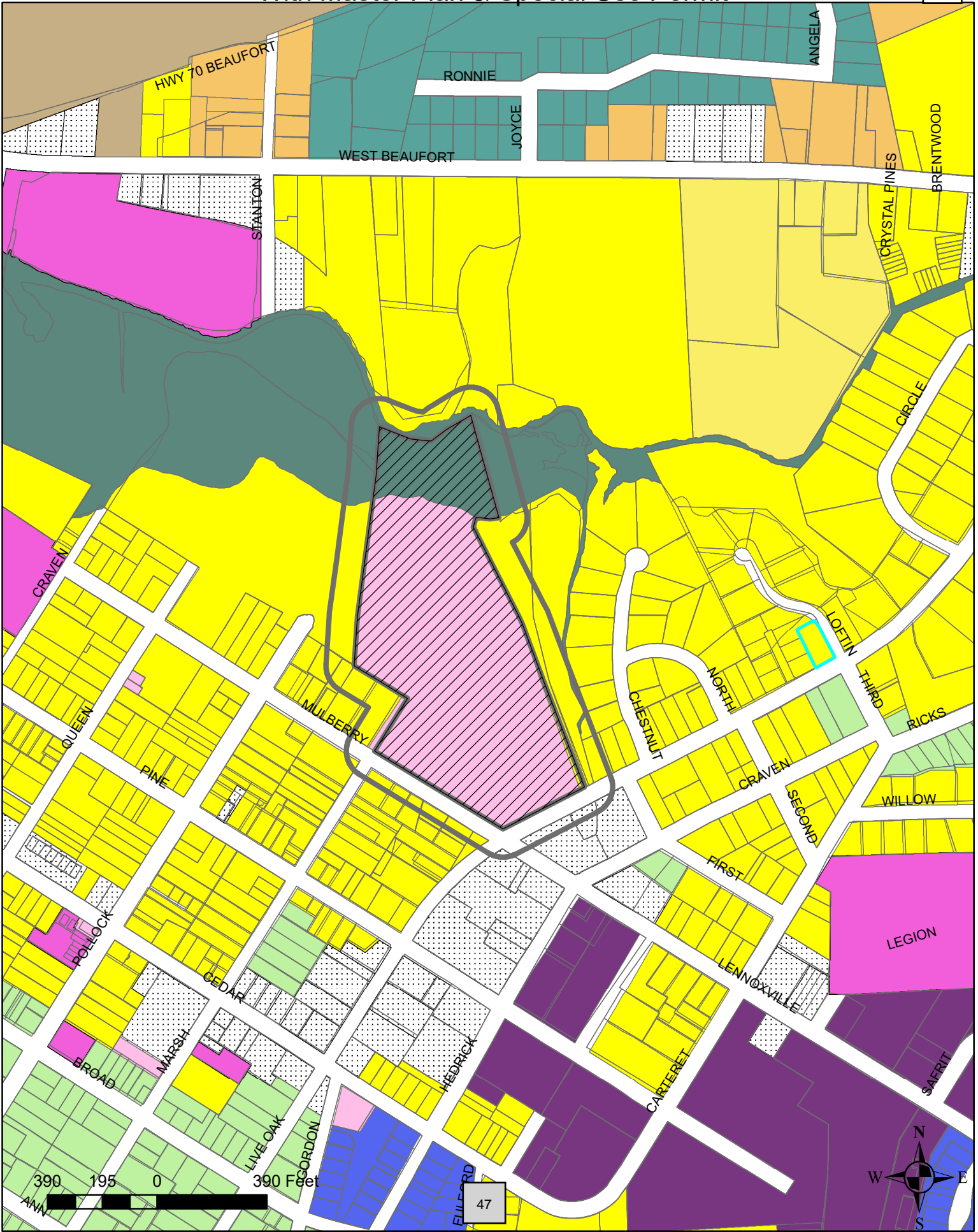
HIGHWAY 101

BEAUFORT
AHOSKIE

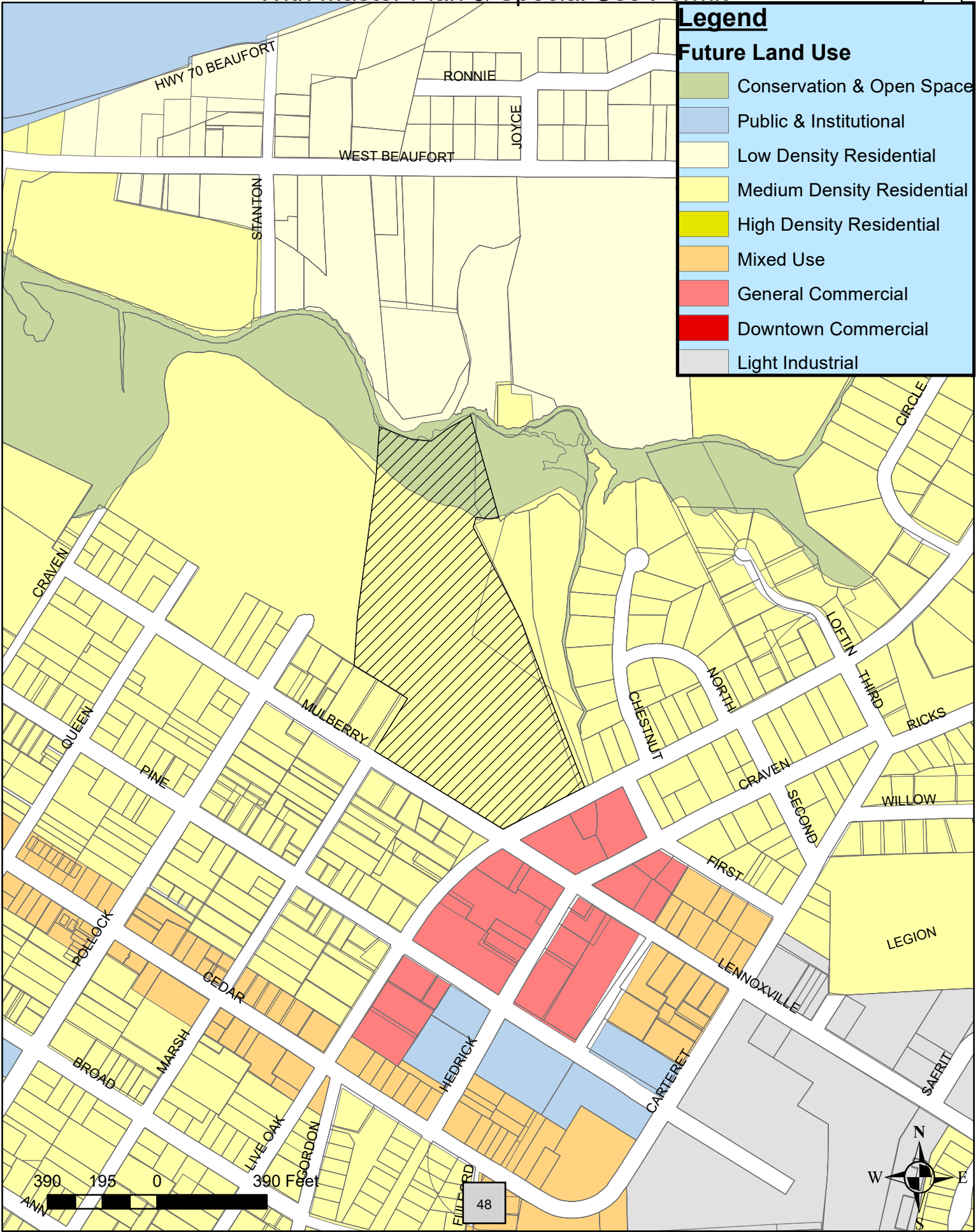
NC
NC

28516
27910 PO BOX 986

Zoning Map - Case # 22-11 - 801 Mulberry Street Rezoning From TR to PUD With Master Plan & Special Use Permit



CAMA Map - Case # 22-11 - 801 Mulberry Street Rezoning From TR to PUD With Master Plan & Special Use Permit

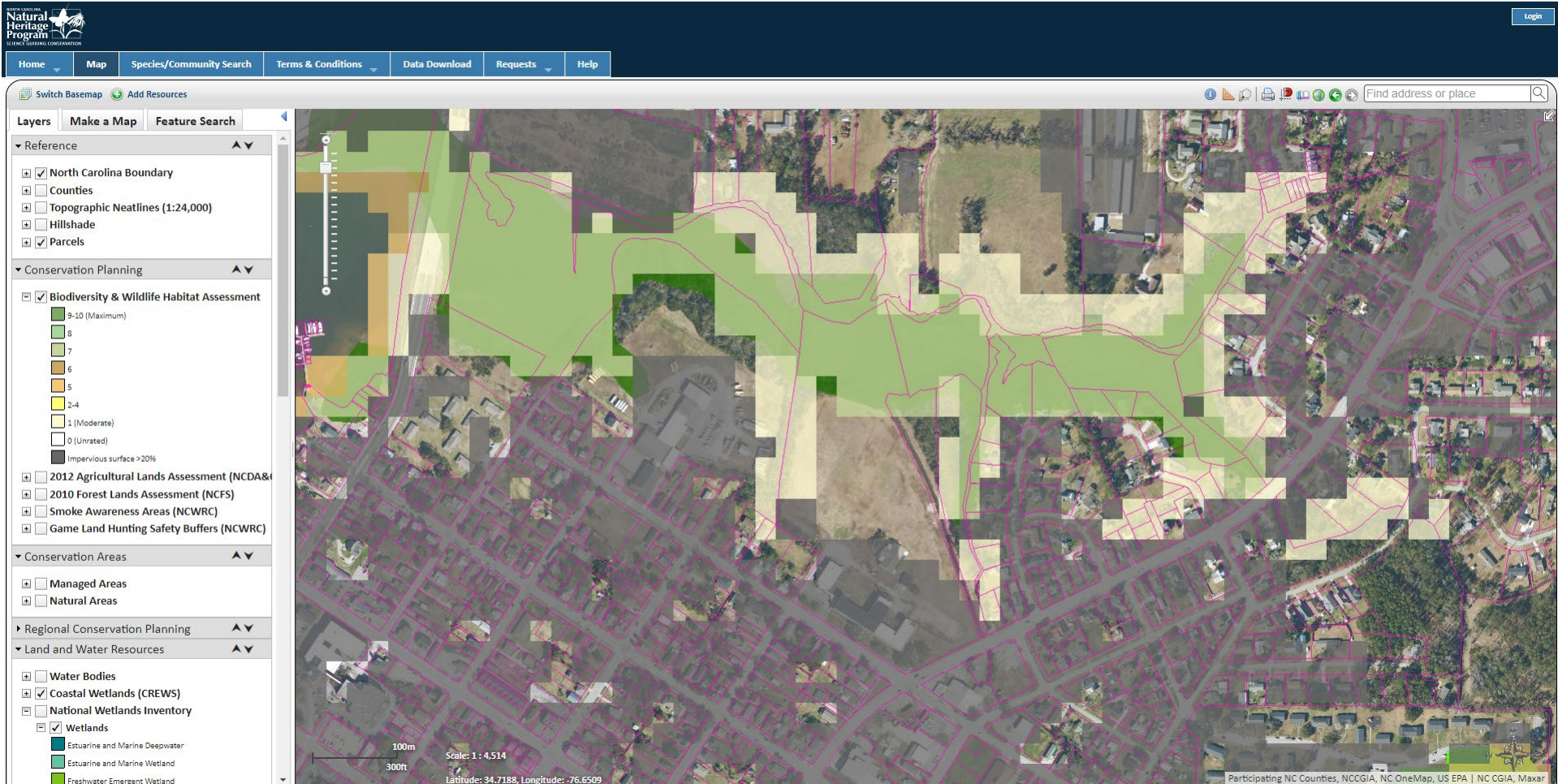


Environmental Conditions: 801 Mulberry Street

These maps were prepared by Town of Beaufort planning staff for informational purposes using the Natural Heritage Program Data Explorer.

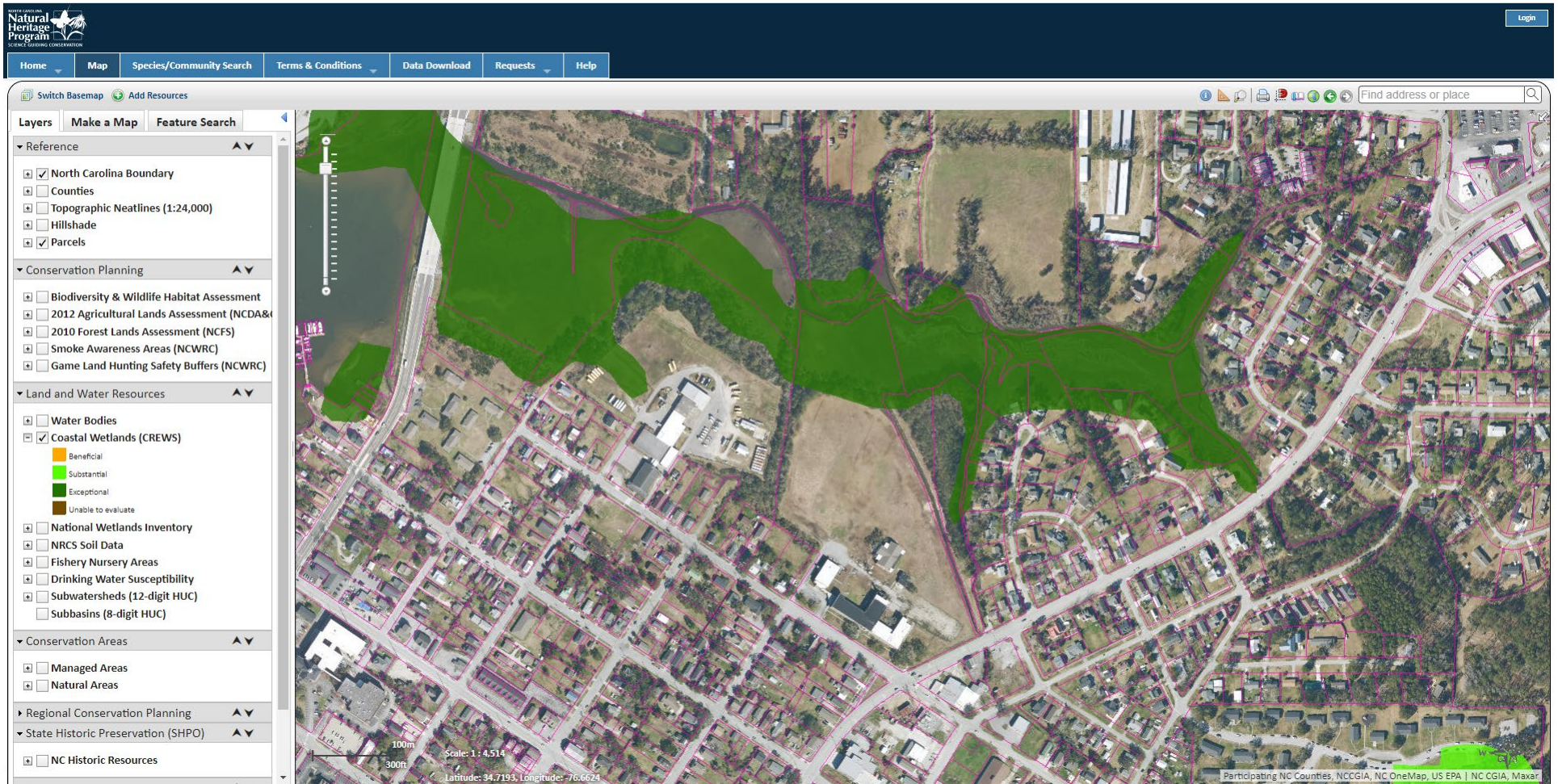
Natural Heritage Program Biodiversity & Wildlife Habitat Assessment

The Biodiversity and Wildlife Habitat Assessment is a map that represents the highest priority areas for conservation of wildlife habitat and biodiversity in North Carolina.



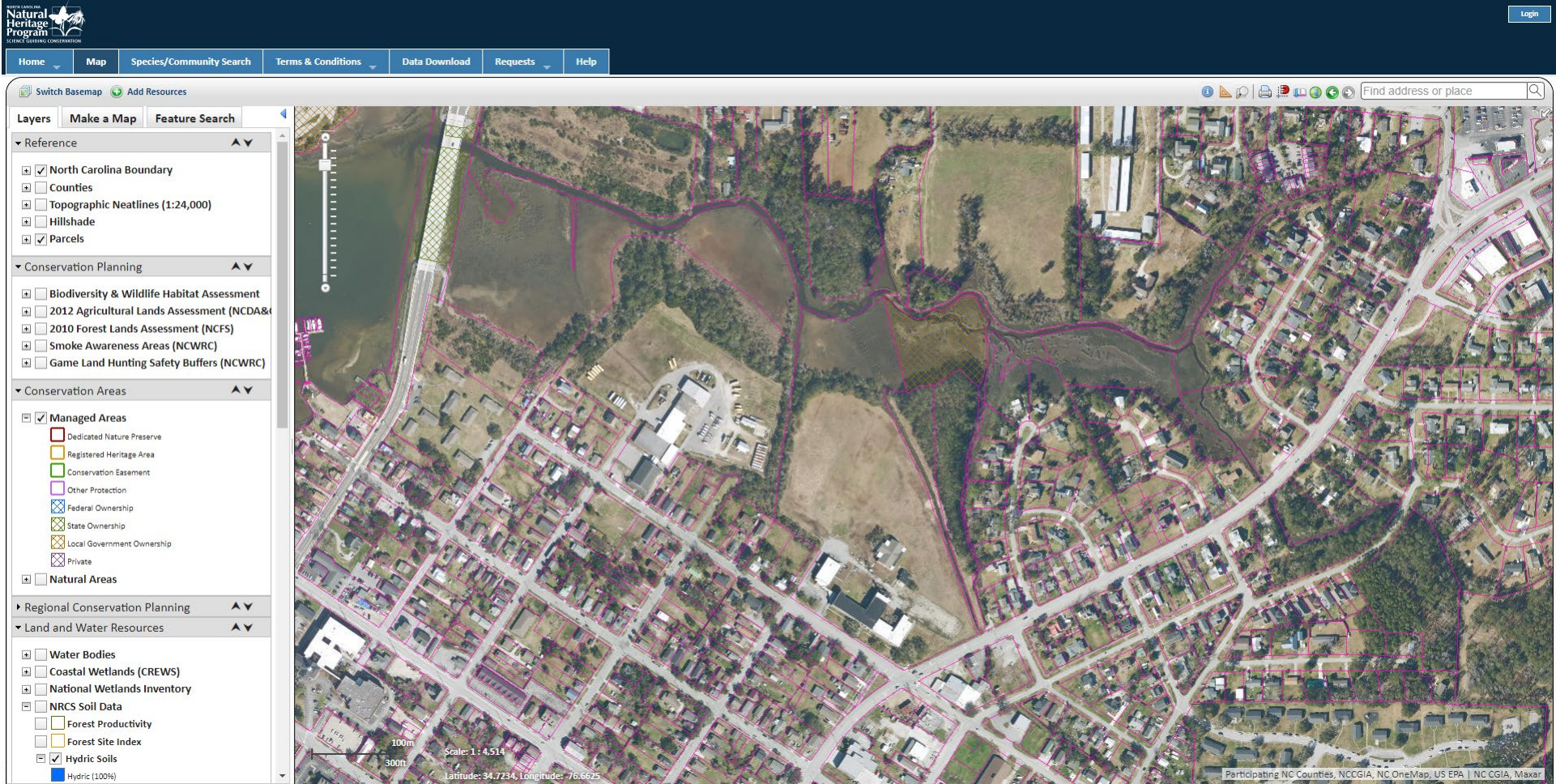
NC Coastal Region Evaluation of Wetland Significance (NC CREWS)

The North Carolina Coastal Region Evaluation of Wetland Significance, or NC-CREWS, is a watershed-based wetlands assessment looking at water quality, wildlife habitat, and hydrologic functions of individual wetlands aimed to illustrate the ecological importance of wetlands.



Managed Conservation Areas

A local-government owned managed area is located nearby the property.



B) Transitional District (TR).

The intent of this district is to serve as a transition between residential and more intensive districts. This includes residential and commercial uses with a low noise and traffic impact which would generally be considered compatible with a residential area which may or may not have buffering requirements as documented in section 19 of this Ordinance. 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 TR district shall be a minimum of eight thousand square feet (8,000 ft²).

2) Minimum Lot Width.

All lots in the TR 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 8-4 Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setbacks</i>	<i>Building Height Limitation</i>
TR	25 feet	25 feet	15 feet	35 feet

Table 8-5 Other Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setbacks</i>	<i>Building Height Limitation</i>
TR	25 feet	25 feet	8 feet	35 feet

4) Accessory Building Setback Requirements.

All accessory buildings must comply with the lot setback requirements as set forth in section 2-F, section 6, section 15, and all other sections of this Ordinance.

5) Permitted Uses.

- | | |
|---|--|
| Antenna Co-Location on Existing Tower | Dormitory |
| Assisted Living | Dwelling, Single-Family |
| Athletic Field, Public | Garage, Private Detached |
| Bed & Breakfast | Government/Non-Profit Owned/
Operated Facilities & Services |
| Carport | Group Home |
| Club, Lodge, or Hall | Home Occupation |
| Commercial Indoor Recreational Facility | Library |
| Community Garden | Mixed Use |
| Dock | Mortuary/Funeral Home/
Crematorium |

Neighborhood Recreation Center Indoor/Outdoor, Private	Public Utility Facility
Neighborhood Recreation Center, Public	Religious Institution
Nursing Home	Resource Conservation Area
Office: Business, Professional, or Medical	Restaurant with Indoor Operation Shed
Park, Public	Signs, Commercial Free-Standing
Personal Service Establishment	Swimming Pool (Personal Use)
Public Safety Station	Temporary Construction Trailer
	Utility Minor
	Vehicle Charging Station

6) Special Uses (*Special Uses* text may be found in section 20 of this Ordinance).

Accessory Dwelling Unit	Museum
Aquaculture	Other Freestanding Towers
Financial Institution	Outdoor Amphitheater, Public
Cemetery/Graveyard	Parking Lot
Concealed (Stealth) Antennae & Towers	Preschool
Day Care Center	Produce Stand/Farmers' Market
Day Care/Child Care Home	Retail Store
Dwelling, Duplex	Satellite Dish Antenna
Golf Course, Privately Owned	School, K-12
Golf Driving Range	School, Post-Secondary
Hotel or Motel	Tavern/Bar/ Pub with Indoor Operation
Kennel, Indoor/Outdoor Operation	Utility Facility
Marina	

Table 8-8 Transitional Zoning District Table of Uses

Land Development Ordinance Uses		TCA	TR	PUD	CS-MU
Residential Uses					
Group Living	Assisted Living	P	P	S	
	Dormitory	P	P	S	
	Group Home	P	P	S	
	Nursing Home	P	P	S	
Household Living	Accessory Dwelling Unit		S	S	
	Dwelling, Duplex/Townhome	P	S	S	
	Dwelling, Multi-Family	P		S	P
	Dwelling, Single-Family	S	P	S	P
	Manufactured Home			S	
	Manufactured Home Park			S	
	Recreational Vehicle Park			S	
Mixed Uses					
	Mixed Use	S	P	S	P
Public/Institutional Uses					
Aviation	Airport/Landing Strip			S	
Cemeteries/ Graveyards	Cemetery/Graveyard		S	S	
Cultural Facilities	Library		P	S	
	Museum		S	S	
Day Care	Day Care Center		S	S	
	Day Care/Child Care Home		S	S	
Government Services	Government/Non-Profit Owned/ & Services Operated Facilities	P	P	S	
	Public Safety Station	P	P	S	
	Public Utility Facility	P	P	S	P
Hospitals	Hospital			S	
Park and Athletic Fields, Public Use	Athletic Field, Public			S	
	Community Garden	P	P	S	
	Neighborhood Recreation Center, Public	P	P	S	
	Outdoor Amphitheater, Public	S	S	S	
	Park, Public	P	P	S	P
	Resource Conservation Area	P	P	S	
Religious Uses	Religious Institution	S	P	S	P
Educational Uses	Preschool	S	S	S	
	School, K-12		S	S	
	School, Post-Secondary	S	S	S	
Non-Governmental Facilities	Transportation Facility	S		S	
	Utility Facility	S	S	S	P
	Utility Minor	P	P	S	P
Agricultural Uses	Agritourism			S	
	Aquaculture		S	S	
	Farming, General			S	
	Forestry			S	
	Produce Stand/Farmers' Market		S	S	P

Permitted Use

Special Use

Land Development Ordinance for the Town of Beaufort

Table 8-8 Transitional Zoning District Table of Uses

Land Development Ordinance Uses		TCA	TR	PUD	CS-MU
Commercial Uses					
Animal Services	Kennel, Indoor Operation Only		S	S	
	Kennel, Indoor/Outdoor Operation			S	
Assembly	Club, Lodge, or Hall		P	S	
Financial Institutions	Financial Institution		S	S	P
Food and Beverage Services	Microbrewery			S	S
	Restaurant, with Drive-Thru Service	S		S	
	Restaurant, with Indoor Operation	S	P	S	P
	Restaurant, with Outdoor Operation	S		S	P
	Tavern/Bar/Pub with Indoor Operation	S	S	S	S
	Tavern/Bar/Pub with Outdoor Operation	S		S	
Offices	Office: Business, Professional, or Medical		P	S	P
	Office: Small Business				
Public Accommodations	Bed & Breakfast		P	S	
	Hotel or Motel	S	S	S	P
Indoor Recreation & Entertainment, Privately Owned	Adult Entertainment			S	
	Amusement Establishment			S	
	Commercial Indoor Recreation Facility		P	S	
	Neighborhood Recreation Center Indoor/ Outdoor, Private	P	P	S	
	Pool Hall or Billiard Hall			S	
	Theater, Large			S	
	Theater, Small	S		S	
Outdoor Recreation & Entertainment, Privately Owned	Athletic Field, Private			S	
	Commercial Outdoor Amphitheater			S	
	Commercial, Outdoor Recreation Facility			S	
	Golf Course, Privately-Owned		S	S	
	Golf Driving Range		S	S	
	Motor Vehicle Raceway			S	
Retail Sales and Services	Adult-Oriented Retail Establishment			S	
	Convenience Store			S	P
	Mortuary/Funeral Home/ Crematorium		P	S	
	Liquor Store			S	
	Personal Service Establishment	S	P	S	P
	Retail Store	S	S	S	P
Vehicle Storage Facilities	Dry Boat Storage			S	
	Marina	S	S	S	
	Parking Lot		S	S	
	Parking Structure			S	

Permitted Use

Special Use

Table 8-8 Transitional Zoning District Table of Uses

Land Development Ordinance Uses		TCA	TR	PUD	CS-MU
Vehicles and Equipment Facilities	Boat Sales/Rental			S	
	Car Wash			S	
	Gas/Service Station			S	
	Heavy Equipment Sales/Rental			S	
	Heavy Vehicle Repair			S	
	Moped/Golf Cart Sales/Rental			S	
	Motor Vehicle Sales/Rental			S	
	Towing & Vehicle Storage			S	
	Vehicle Service			S	
Industrial Uses					
Industrial Service Uses	General Industrial Service			S	
Manufacturing and Production Uses	Manufacturing, Heavy			S	
	Manufacturing, Light			S	
	Resource Extraction			S	
Telecommunications Facilities	Antenna Co-Location on Existing Tower	P	P	S	
	Concealed (Stealth) Antennae & Towers	P	S	S	
	Other Building-Mounted Antennae & Towers			S	
	Other Freestanding Towers		S	S	
Warehouse and Freight Movement Uses	Commercial Waterfront Facility			S	
	Hazardous Material Storage			S	
	Mini-Storage			S	
	Outdoor Storage			S	
	Warehousing and Distribution Establishment			S	
	Wholesale Establishment			S	
Waste-Related Uses	Recycling & Salvage Operation			S	
Accessory Uses and Structures					
Accessory Uses	Carport	P	P	S	
	Dock	P	P	S	
	Garage, Private Detached	P	P	S	
	Home Occupation	P	P	S	
	Outdoor Retail Display/Sales			S	P
	Satellite Dish Antenna		S	S	
	Shed	P	P	S	
	Signs, Commercial Free- Standing	P	P	S	
	Swimming Pool (Personal Use)		P	S	
	Temporary Construction Trailer	P	P	S	
	Vehicle Charging Station	P	P	S	

Permitted Use

Special Use



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

**Board of Commissioners
Regular Meeting
6:00 PM Monday, June 13, 2022
Train Depot, 614 Broad Street
Beaufort, NC 28516**

AGENDA CATEGORY: Public Hearing
SUBJECT: Proposed FY 2023 Budget

REQUESTED ACTION:
Conduct a Public Hearing
Adopt the Proposed FY 2023 Budget.

SUBMITTED BY:
Elizabeth Lewis, Town Clerk

TOWN OF BEAUFORT
FY 2023 BUDGET ORDINANCE
BE IT ORDAINED

by the Town Board of Commissioners of the Town of Beaufort, North Carolina:



SECTION 1: GENERAL FUND

A. Revenues

It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

GENERAL FUND REVENUES	
Property Taxes	\$ 5,352,069
Intergovernmental	4,230,085
Permits and Fees	1,266,956
Sales and Service	306,163
Other Revenues	4,700
Loan Proceeds	-
Transfers In	400,000
Fund Balance Appropriation	60,000
TOTAL	\$ 11,619,973

B. Expenditures Authorized by Department

The following amounts are hereby appropriated to each department in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

GENERAL FUND EXPENDITURES	
Governing Body	\$ 101,756
Administration	645,594
Finance	590,232
Fire	2,617,370
Planning & Inspections	601,872
Police	2,347,129
PSA & Engineering	326,431
Public Works	2,766,212
Non-Departmental	1,623,376
TOTAL	\$ 11,619,973

SECTION 2: UTILITY FUND

A. Revenues

It is estimated that the following revenues will be available in the Utility Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

UTILITY FUND REVENUES	
Intergovernmental	\$ -
Permits and Fees	171,000
Sales and Service	4,441,625
Other Revenues	-
Loan Proceeds	-
Transfers In	-
Fund Balance Appropriation	-
TOTAL	\$ 4,612,625

B. Expenditures Authorized by Department

The following amounts are hereby appropriated to each department or division in the Utility Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

UTILITY FUND EXPENDITURES	
Sewer	\$ 2,838,680
Water	915,479
Non-Departmental	858,466
TOTAL	\$ 4,612,625

SECTION 3: AD VALOREM TAX

There is hereby levied a tax as calculated below in the General Fund in Section I of this ordinance.

	Real & Personal	Motor Vehicles	Total Revenue
Valuation of property as listed January 1, 2022	\$ 1,102,542,284	\$ 59,394,177	
Rate \$0.4600 per \$100 value	5,071,695	273,213	
Rate of collection	98.12%	100.00%	
	<u>\$ 4,976,347</u>	<u>\$ 273,213</u>	
			<u><u>\$ 5,249,560</u></u>

In accordance with NC General Statute 159-13, the estimated rate of collection for property and motor vehicle taxes for the 2023 fiscal year beginning July 1, 2022 is as shown in the calculation above.

The proceeds from two cents (\$0.02) of the aforementioned tax rate shall be used only for resurfacing streets.

SECTION 4: AMENDMENTS AND CONTRACTS

Pursuant to NC General Statute 159-15, this budget may be amended by submission of proposed changes to the Town Board of Commissioners.

Notwithstanding the above subsection (a) above, the Town Manager is authorized to transfer funds from one appropriation to another within the same fund without limitation.

Funds may not be transferred between funds without prior approval from the Town Board of Commissioners.

The Town Manager may enter into and execute change orders or amendments to construction contracts in amounts less than \$50,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.

The Town Manager may execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.

Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Town Manager may adjust budgets to match, including grants that require a match for which funds are available.

SECTION 5: DISTRIBUTION

Copies of this ordinance shall be furnished to the Town Manager and the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 13th day of June, 2022

ATTEST:

Elizabeth Lewis
Town Clerk

Sharon Harker
Mayor



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

**Board of Commissioners
Regular Meeting
6:00 PM Monday, June 13, 2022
Train Depot, 614 Broad Street
Beaufort, NC 28516**

AGENDA CATEGORY: Evidentiary Hearing
SUBJECT: Special Use Permit – For Uses Within the Planned Unit Development

BRIEF SUMMARY:

The request to a Planned Unit Development (PUD) requires that each proposed use receive a Special Use Permit meaning that there are **no permitted uses by right** and the applicant has to request these uses.

During the May 23rd Board of Commissioners Work Session, the Commissioners requested that the Town Manager and Planning meet with the applicant to discuss the trestle walk trail project which includes a portion of the proposed project. As requested, staff met with the developer and their engineer on Friday, June 3rd and the developer and Town Staff have agreed to the following:

- The developer will provide a 15 foot wide easement along the eastern portion of the property to the wood line and then will provide an easement through the wood line to the County property on the west.
- The town has agreed that when the trail is constructed that a fence will be installed at the rear of the proposed residential lots to privacy and a barrier.

Other pertinent information regarding this request is that the applicants are **NOT** requesting any variances from the standards of the ordinance.

Under the current TR Zone all the uses contained in the Master Plan would be either permitted by right or Special Uses except the proposed condominiums. (See Attachment E - Section 8-B Transitional Zoning District)

REQUESTED ACTION:

Conduct Evidentiary Hearing for Finding of Fact; Decision of Special Use Permit

EXPECTED LENGTH OF PRESENTATION:

Staff Report - 15 Minutes

SUBMITTED BY:

Kyle Garner, AICP
Planning & Inspections Director



Staff Report

To: Board of Commissioners
From: Kyle Garner, AICP

Date: 6/6/2022
Meeting Date: 6/13/2022

Case Number 22-11

Summary of Request:

Conduct Evidentiary Hearing for Special Use Permit of use for the Planned Unit Development

Background

Location(s) & PIN

730618414806000

**Owners
Applicant**

Ballou-Lewis Properties, LLC
Same

Current Zoning

TR

Lot(s) Size & Conformity Status

Conforming

Existing Land Use

Former School Site

Adjoining Land Use & Zoning

North Single Family zoned – R-8
South Across Live Oak by Commercial Uses zoned – B-1
East Single Family zoned – R-8
West Single Family zoned – R-8

Special Flood Hazard Area

Yes No

Public Utilities

Water Available Not Available
Sewer Available Not Available

Additional Information

See Staff Comments

Requested Action

Conduct Evidentiary Hearing For Special Uses
• Decision on Findings of Fact
• Decision on Special Use Permit

Staff Comments

This request before the Board is the Special Use Request for the Uses in the PUD, as all uses requested require a Special Use Permit. They include Duplexes, Condominiums, Mixed Use, Event Center, and Catering Kitchen/Restaurant.

During the May 23rd Board Workshop the Commissioners requested that the Town Manager and Planning meet with the applicant to discuss the trestle walk trail project which includes a portion of the proposed project. As requested, staff met with the developer and their engineer on Friday, June 3rd and the developer and Town Staff have agreed to the following:

- The developer will provide a 15 foot wide easement along the eastern portion of the property to the wood line and then will provide an easement through the wood line to the County property on the west.
- The town has agreed that when the trail is constructed that a fence will be installed at the rear of the proposed residential lots to privacy and a barrier.

Other pertinent information regarding this request is that the applicants are **NOT** requesting any variances from the standards of the ordinance as well as a CAMA Map amendment as the proposed density is close to the Medium Density of five units per acre and staff has discussed this with the CAMA District Planner.

SPECIAL USE PERMIT

The request to a Planned Unit Development (PUD) requires that each proposed use receive a Special Use Permit meaning that there are **no permitted uses by right** and the applicant has to request these uses. This process is a little different than other Special Uses that are included in a use table or listed in a specific zoning district, however, the same process is used in these situations. Included below are the criteria that the Board will need to base its decision on its Finding of Fact.

SECTION 20 Special Use Permit (*Town of Beaufort Land Development Ordinance*)

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 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

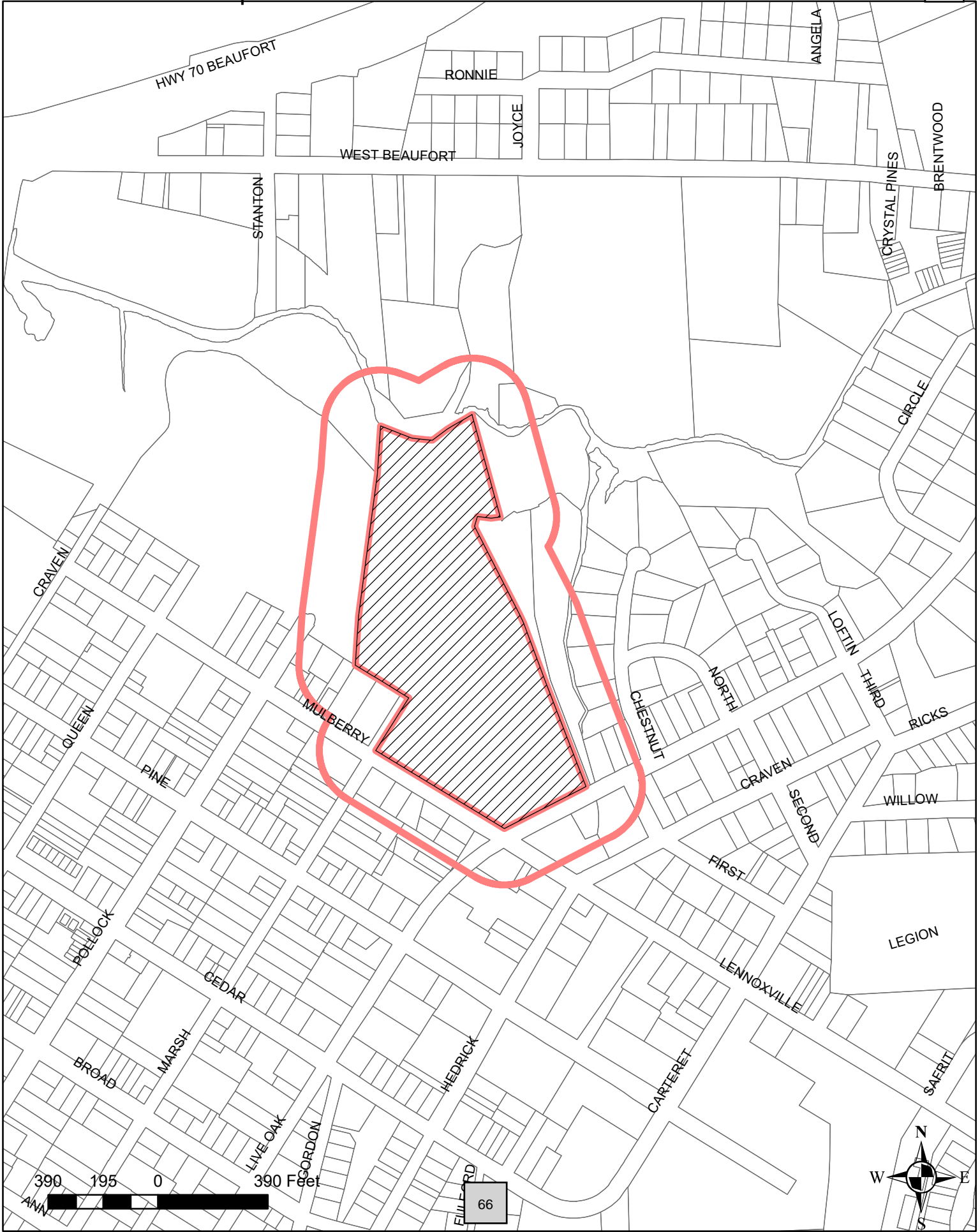
engineering standards and Town regulations and found to be adequate for the proposed special use;

- 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.

Attachments:

- Attachment B - Vicinity Map with 200' Notification Buffer
- Attachment C – Proposed Master Plan with Underlying Zoning
- Attachment D - Owners Within 200'
- Attachment E – TR Zoning Info

Vicinity Map - Case # 22-11 - 801 Mulberry Street Special Use Permit - Owners Within 200 Feet



<u>OWNER</u>	<u>MAIL_HOU</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>IL_ST</u>	<u>MAIL_Z1</u>	<u>MAIL_Z2</u>	<u>MAIL_ADD2</u>
500 MARSH STREET LLC			MT PLEASANT	SC	29465		PO BOX 643
900 LIVE OAK JV LLC	305	TRANSYLVANIA AVENUE	RALEIGH	NC	6951	27609	
AMERICAN TOWERS LLC			ATLANTA	GA	31139		PO BOX 723597
BALLOU-LEWIS PROPERTIES LLC			GREENVILLE	NC	27835		PO BOX 662
BISHOP,STEPHEN F ETUX GAIL B	131	CRAVEN STREET	BEAUFORT	NC		28516	
BRYANT,MAGALENE JAMES	515	MARSH STREET	BEAUFORT	NC		28516	
BURBRIDGE,ANNIE ETVIR WILLIAM	518	MARSH STREET	BEAUFORT	NC		28516	
CARTERET COUNTY	302	COURTHOUSE SQUARE	BEAUFORT	NC		28516	SUITE 200
CHAPLAIN,RICHARD M JR ETUX JAN			BEAUFORT	NC		28516	PO BOX 2304
CHAPPELL,LIBBY	108	CHESTNUT DRIVE	BEAUFORT	NC		28516	
COPE,ALICE H	517	LIVE OAK ST	BEAUFORT	NC		28516	
DAILEY,MICHAEL P ETUX PAULA	905	LIVE OAK STREET	BEAUFORT	NC		28516	
DAVIS,VENUS L/T	513	LIVE OAK ST	BEAUFORT	NC		28516	
DURHAM,SAMMIE L ETUX LINDA	711 1/2	MULBERRY ST	BEAUFORT	NC	1921	28516	
FINLEY,JOHN KARL ETUX DENISE C	106	CHESTNUT DRIVE	BEAUFORT	NC	1719	28516	
HABER,MARTIN JOSEPH	711	MULBERRY ST UNIT A	BEAUFORT	NC	1921	28516	
HAILEY,CYNTHIA ETAL K. THURMAN	804	MULBERRY STREET	BEAUFORT	NC		28516	
HENRY,JULIANNA	515 1/2	MARSH ST	BEAUFORT	NC	1917	28516	
HOLZ,LINDA HARRIS TRUSTEE	808	SOUTH IRVING STREET	ARLINGTON	VA		22204	
HUBBARD,SCOTT	2233	EAST REDSTONE TRAIL	SLANESVILLE	WV	3392	25444	
HUGHES DEVELOPMENT LLC	901-F	PAVERSTONE DRIVE	RALEIGH	NC		27615	
HUNT,R H	118	BRIAR PATCH DR	BEAUFORT	NC	1719	28516	C/O JASON M HUNT
KOTCH,MARTIN JOEL ETUX INDA W	717	MULBERRY STREET	BEAUFORT	NC		28516	
LAND,LARRY MARTIN	700	LANDS POINTE ROAD	MOREHEAD CITY	NC	8946	28557	
LANIER,PEYTON	566	WEST BEAUFORT RD	BEAUFORT	NC		28516	
LDA&J LLC	279	GATSEY LANE	BEAUFORT	NC		28516	
MAIER,JESSICA N ETVIR STEPHEN	802	MULBERRY STREET	BEAUFORT	NC		28516	
MEDLIN,JOE L ETUX JENNIFER	2265	MEDLIN RD	CLAYTON	NC		27520	
MULBERRY STREET PROPERTIES LLC			MT PLEASANT	SC	29465		PO BOX 643
O'NEAL,JOHN B	3008-B	RUFFIN STREET	RALEIGH	NC		27607	
PINER,ROSALIE C L/T	102	CHESTNUT DR	BEAUFORT	NC		28516	
SALTER,JO ANN	100	CHESTNUT DRIVE	BEAUFORT	NC		28516	
WILKO HOLDINGS LLC	801	PLAZA BOULEVARD	KINSTON	NC		28501	

WRIGHT,DAVID WINSLOW ETAL
WRIGHT,MARY B

624

HIGHWAY 101

BEAUFORT
AHOSKIE

NC
NC

28516
27910 PO BOX 986

B) Transitional District (TR).

The intent of this district is to serve as a transition between residential and more intensive districts. This includes residential and commercial uses with a low noise and traffic impact which would generally be considered compatible with a residential area which may or may not have buffering requirements as documented in section 19 of this Ordinance. 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 TR district shall be a minimum of eight thousand square feet (8,000 ft²).
- 2) Minimum Lot Width.
All lots in the TR 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 8-4 Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setbacks</i>	<i>Building Height Limitation</i>
TR	25 feet	25 feet	15 feet	35 feet

Table 8-5 Other Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setbacks</i>	<i>Building Height Limitation</i>
TR	25 feet	25 feet	8 feet	35 feet

- 4) Accessory Building Setback Requirements.
All accessory buildings must comply with the lot setback requirements as set forth in section 2-F, section 6, section 15, and all other sections of this Ordinance.
- 5) Permitted Uses.

<ul style="list-style-type: none"> Antenna Co-Location on Existing Tower Assisted Living Athletic Field, Public Bed & Breakfast Carport Club, Lodge, or Hall Commercial Indoor Recreational Facility Community Garden Dock 	<ul style="list-style-type: none"> Dormitory Dwelling, Single-Family Garage, Private Detached Government/Non-Profit Owned/Operated Facilities & Services Group Home Home Occupation Library Mixed Use Mortuary/Funeral Home/Crematorium
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Neighborhood Recreation Center Indoor/Outdoor, Private	Public Utility Facility
Neighborhood Recreation Center, Public	Religious Institution
Nursing Home	Resource Conservation Area
Office: Business, Professional, or Medical	Restaurant with Indoor Operation Shed
Park, Public	Signs, Commercial Free-Standing
Personal Service Establishment	Swimming Pool (Personal Use)
Public Safety Station	Temporary Construction Trailer
	Utility Minor
	Vehicle Charging Station

6) Special Uses (*Special Uses* text may be found in section 20 of this Ordinance).

Accessory Dwelling Unit	Museum
Aquaculture	Other Freestanding Towers
Financial Institution	Outdoor Amphitheater, Public
Cemetery/Graveyard	Parking Lot
Concealed (Stealth) Antennae & Towers	Preschool
Day Care Center	Produce Stand/Farmers' Market
Day Care/Child Care Home	Retail Store
Dwelling, Duplex	Satellite Dish Antenna
Golf Course, Privately Owned	School, K-12
Golf Driving Range	School, Post-Secondary
Hotel or Motel	Tavern/Bar/ Pub with Indoor Operation
Kennel, Indoor/Outdoor Operation	Utility Facility
Marina	

Table 8-8 Transitional Zoning District Table of Uses

Land Development Ordinance Uses		TCA	TR	PUD	CS-MU
Residential Uses					
Group Living	Assisted Living	P	P	S	
	Dormitory	P	P	S	
	Group Home	P	P	S	
	Nursing Home	P	P	S	
Household Living	Accessory Dwelling Unit		S	S	
	Dwelling, Duplex/Townhome	P	S	S	
	Dwelling, Multi-Family	P		S	P
	Dwelling, Single-Family	S	P	S	P
	Manufactured Home			S	
	Manufactured Home Park			S	
	Recreational Vehicle Park			S	
Mixed Uses					
	Mixed Use	S	P	S	P
Public/Institutional Uses					
Aviation	Airport/Landing Strip			S	
Cemeteries/ Graveyards	Cemetery/Graveyard		S	S	
Cultural Facilities	Library		P	S	
	Museum		S	S	
Day Care	Day Care Center		S	S	
	Day Care/Child Care Home		S	S	
Government Services	Government/Non-Profit Owned/ Operated Facilities & Services	P	P	S	
	Public Safety Station	P	P	S	
	Public Utility Facility	P	P	S	P
Hospitals	Hospital			S	
Park and Athletic Fields, Public Use	Athletic Field, Public			S	
	Community Garden	P	P	S	
	Neighborhood Recreation Center, Public	P	P	S	
	Outdoor Amphitheater, Public	S	S	S	
	Park, Public	P	P	S	P
	Resource Conservation Area	P	P	S	
Religious Uses	Religious Institution	S	P	S	P
Educational Uses	Preschool	S	S	S	
	School, K-12		S	S	
	School, Post-Secondary	S	S	S	
Non-Governmental Facilities	Transportation Facility	S		S	
	Utility Facility	S	S	S	P
	Utility Minor	P	P	S	P
Agricultural Uses	Agritourism			S	
	Aquaculture		S	S	
	Farming, General			S	
	Forestry			S	
	Produce Stand/Farmers' Market		S	S	P

Permitted Use

Special Use

Land Development Ordinance for the Town of Beaufort

Table 8-8 Transitional Zoning District Table of Uses

Land Development Ordinance Uses		TCA	TR	PUD	CS-MU
Commercial Uses					
Animal Services	Kennel, Indoor Operation Only		S	S	
	Kennel, Indoor/Outdoor Operation			S	
Assembly	Club, Lodge, or Hall		P	S	
Financial Institutions	Financial Institution		S	S	P
Food and Beverage Services	Microbrewery			S	S
	Restaurant, with Drive-Thru Service	S		S	
	Restaurant, with Indoor Operation	S	P	S	P
	Restaurant, with Outdoor Operation	S		S	P
	Tavern/Bar/Pub with Indoor Operation	S	S	S	S
	Tavern/Bar/Pub with Outdoor Operation	S		S	
Offices	Office: Business, Professional, or Medical		P	S	P
	Office: Small Business				
Public Accommodations	Bed & Breakfast		P	S	
	Hotel or Motel	S	S	S	P
Indoor Recreation & Entertainment, Privately Owned	Adult Entertainment			S	
	Amusement Establishment			S	
	Commercial Indoor Recreation Facility		P	S	
	Neighborhood Recreation Center Indoor/ Outdoor, Private	P	P	S	
	Pool Hall or Billiard Hall			S	
	Theater, Large			S	
	Theater, Small	S		S	
Outdoor Recreation & Entertainment, Privately Owned	Athletic Field, Private			S	
	Commercial Outdoor Amphitheater			S	
	Commercial, Outdoor Recreation Facility			S	
	Golf Course, Privately-Owned		S	S	
	Golf Driving Range		S	S	
	Motor Vehicle Raceway			S	
Retail Sales and Services	Adult-Oriented Retail Establishment			S	
	Convenience Store			S	P
	Mortuary/Funeral Home/ Crematorium		P	S	
	Liquor Store			S	
	Personal Service Establishment	S	P	S	P
	Retail Store	S	S	S	P
Vehicle Storage Facilities	Dry Boat Storage			S	
	Marina	S	S	S	
	Parking Lot		S	S	
	Parking Structure			S	

Permitted Use

Special Use

Table 8-8 Transitional Zoning District Table of Uses

Land Development Ordinance Uses		TCA	TR	PUD	CS-MU
Vehicles and Equipment Facilities	Boat Sales/Rental			S	
	Car Wash			S	
	Gas/Service Station			S	
	Heavy Equipment Sales/Rental			S	
	Heavy Vehicle Repair			S	
	Moped/Golf Cart Sales/Rental			S	
	Motor Vehicle Sales/Rental			S	
	Towing & Vehicle Storage			S	
	Vehicle Service			S	
Industrial Uses					
Industrial Service Uses	General Industrial Service			S	
Manufacturing and Production Uses	Manufacturing, Heavy			S	
	Manufacturing, Light			S	
	Resource Extraction			S	
Telecommunications Facilities	Antenna Co-Location on Existing Tower	P	P	S	
	Concealed (Stealth) Antennae & Towers	P	S	S	
	Other Building-Mounted Antennae & Towers			S	
	Other Freestanding Towers		S	S	
Warehouse and Freight Movement Uses	Commercial Waterfront Facility			S	
	Hazardous Material Storage			S	
	Mini-Storage			S	
	Outdoor Storage			S	
	Warehousing and Distribution Establishment			S	
	Wholesale Establishment			S	
Waste-Related Uses	Recycling & Salvage Operation			S	
Accessory Uses and Structures					
Accessory Uses	Carport	P	P	S	
	Dock	P	P	S	
	Garage, Private Detached	P	P	S	
	Home Occupation	P	P	S	
	Outdoor Retail Display/Sales			S	P
	Satellite Dish Antenna		S	S	
	Shed	P	P	S	
	Signs, Commercial Free- Standing	P	P	S	
	Swimming Pool (Personal Use)		P	S	
	Temporary Construction Trailer	P	P	S	
	Vehicle Charging Station	P	P	S	

Permitted Use

Special Use



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

**Board of Commissioners
Regular Meeting
6:00 PM Monday, June 13, 2022
Train Depot, 614 Broad Street
Beaufort, NC 28516**

AGENDA CATEGORY: Closed Session
SUBJECT: Pursuant to NCGS 143-318.11 (a) (3)

REQUESTED ACTION:
Motion to enter closed session pursuant to NCGS 143-318.11 (a) (3) to allow the Board of Commissioners to consult with Town Attorney.

SUBMITTED BY:
Todd Clark, Town Manager

BUDGET AMENDMENT REQUIRED:
No