



## **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](http://www.beaufortnc.org)

### **Town of Beaufort Planning Board Regular Meeting 6:00 PM Monday, February 17, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting**

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#### **Call to Order**

#### **Roll Call**

#### **Agenda Approval**

#### **Minutes Approval**

- [1.](#) PB Draft Minutes 111824

#### **Public Comment**

#### **New Business**

- [1.](#) Case 25-01 – Staff-initiated text amendment to reflect current Flood Insurance Rate Maps (FIRMs) in the Flood Damage Prevention Ordinance (FDPO)
- [2.](#) Case 25-04 – Request to rezone 1113 Live Oak Street from R-8 to RS-5
- [3.](#) Final Plat – Palmetto Plantation Phase 3

#### **Commission / Board Comments**

#### **Staff Comments**

#### **Adjourn**



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**Town of Beaufort Planning Board Regular Meeting**  
**6:00 PM Monday, November 18, 2024 - Train Depot, 614 Broad Street, Beaufort, NC 28516**  
**Minutes**

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**Call to Order**

Chair Neve called the November 18<sup>th</sup>, 2024 Planning Board meeting to order at 6:00 p.m.

**Roll Call**

The Secretary conducted the roll call for the meeting.

Members Present: Ryan Neve, Chair; Diane Meelheim, Vice-Chair; Becky Bowler, Vic Fasolino, Jeff Vreugdenhil

Members Absent: George Stanziale; Clark Patton

A quorum was declared with five members present.

Town Staff Present: Michelle Eitner, Town Planner; Mr. Arey Grady, Town Attorney; Ms. Laurel Anderson, Board Secretary

**Minutes Approval**

- 1. PB Draft Minutes for 071524

*Member Fasolino made the motion to approve the Minutes and Member Bowler made the second. Chair Neve took a vote that was unanimously approved.*

*Voting yea: Chair Neve, Vice-Chair Meelheim, Becky Bowler, Vic Fasolino, Jeff Vreugdenhil*

**Agenda Approval**

Chair Neve asked if there were any changes to the Agenda and hearing none, asked for a motion.

*Member Bowler made the motion to approve the agenda and Vice-Chair Meelheim made the second. Chair Neve took a vote that was unanimously approved.*

*Voting yea: Chair Neve, Vice-Chair Meelheim, Becky Bowler, Vic Fasolino, Jeff Vreugdenhil*

## Public Comment

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

## New Business

1. To recommend tabling, approval or denial to the Board of Commissioners for case #24-12 Preliminary/Final Plat – 360 Steep Point Road

Mrs. Eitner gave the Staff Report and noted that this application is for a small two lot subdivision which does not qualify as an exempt subdivision. There is an existing structure on the lot and the owner wants to build a second house so is requesting the subdivision of the lot. The site is in the Extra Territorial Jurisdiction (ETJ), is zoned R-20, and has approval from County Environmental Health for a Septic Tank on the proposed lot. Because of its location no infrastructure improvements are needed except for a turn-around at the end of the private drive for emergency vehicles. Recreation Fees in the amount of \$188.28 will be required at the time of recordation. Additionally, the Town's Technical Review Committee has reviewed these plans for consistency with Town design specifications. The Town's Fire department has asked that the private drive be a minimum of 20 feet in width and improved to accommodate at least 75,000 lbs. The Police Department asked that a road sign to be placed adjacent to Steep Point Road to identify it as a private drive.

The Board asked questions regarding the driveway, signage for the private driveway, septic systems, and sharing the driveway with a future owner.

The applicant, Mr. Alex Pully, stated that his father- and mother-in-law own the existing property and requested the property subdivision so Mr. Pully and his wife could build their home on the new subdivided lot as there is an existing barn on the property. He further explained the driveway would be owned by both sets of owners as joint tenants.

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

*Voting yea: Chair Neve, Vice-Chair Meelheim, Becky Bowler, Vic Fasolino, Jeff Vreugdenhil*

2. 2025 Planning Board Meeting and Submittal Calendar

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

*Voting yea: Chair Neve, Vice-Chair Meelheim, Becky Bowler, Vic Fasolino, Jeff Vreugdenhil*

## Commission / Board Comments

The Board expressed their appreciation for the Staff's preparation for the meetings, and also asked if the consultants had any recommendations for the Planning Board to contribute for the Unified Development Ordinance (UDO) update.

## Staff Comments

Ms. Eitner explained that the consultants were completing the code assessment phase (Phase 1) and would be moving into Phase 2 which would be divided into five modules over the next two to three years. All proposed updates will be presented to the Planning Board for their recommendations before moving to the Board of Commissioners.

## Adjourn

*Member Vreugdenhil made the motion to adjourn and Member Bowler made the second. Chair Neve took a vote that was unanimously approved.*

*Voting yea: Chair Neve, Vice-Chair Meelheim, Becky Bowler, Vic Fasolino, Jeff Vreugdenhil*

DRAFT

DRAFT 1.

Chair Neve then declared the meeting adjourned at 6:20 p.m.

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Ryan Neve, Chair

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Laurel Anderson, Board Secretary



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**Beaufort Planning Board Regular Meeting  
6:00 PM Monday, February 17, 2025 – 614 Broad Street – Train Depot**

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**AGENDA CATEGORY:** New Business

**SUBJECT:** Case 25-01 – Staff-initiated text amendment to reflect current Flood Insurance Rate Maps (FIRMs) in the Flood Damage Prevention Ordinance (FDPO)

**BRIEF SUMMARY:**

Staff initiated this text amendment so that the requirements reflect the Flood Insurance Rate Maps (FIRMs) deemed effective at that time by state and federal regulations.

**REQUESTED ACTION:**

Discussion on proposed text amendment to the Flood Damage Prevention Ordinance (FDPO)  
Recommendation to Board of Commissioners to amend the Ordinance as staff has proposed; to modify the language of the amendment; or to deny changing the Flood Damage Prevention Ordinance

**EXPECTED LENGTH OF PRESENTATION:**

15 Minutes

**SUBMITTED BY:**

Michelle Eitner  
Town Planner

**BUDGET AMENDMENT REQUIRED:**

N/A



# STAFF REPORT



**To:** Planning Board Members

**From:** Michelle Eitner, Town Planner

**Date:** January 21, 2025

**Case No.** Case 25-01 – Staff-initiated text amendment to reflect current Flood Insurance Rate Maps (FIRMs) in the Flood Damage Prevention Ordinance (FDPO)

**INFORMATION:**

The North Carolina Flood Mapping Program (NCFMP), in coordination with the Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP), have completed updating the Flood Insurance Rate Maps (FIRMs) in Carteret County. These maps, which have been several years in the making, will become effective on January 17, 2025.

Beaufort’s current Flood Damage Prevention Ordinance (FDPO), which is found in Chapter 151 of the Town Code of Ordinances, contains language identifying the outdated 2003 flood maps as the effective maps for floodplain management in Beaufort. NC General Statutes 160D sets out an update for FDPO language to identify whichever maps are currently effective with state and federal regulations. This removes the requirement for communities to update their FDPOs every time maps are updated.

The currently proposed amendment, shown below (red strikethrough deletions and blue underlined additions), is a clarifying update to language needed as the flood maps are changing. The remainder of anticipated functional and policy changes for the FDPO are included in Module One of the UDO Project.

**Sec. 151.07. Basis for establishing the special flood hazard areas.**

(A) ~~The special flood hazard areas are those identified by the Federal Emergency Management Agency (FEMA) or produced under the Cooperating Technical State (CTS) agreement between the State of North Carolina and FEMA in its Flood Hazard Boundary Map (FHBM) or Flood Insurance Study (FIS) and its accompanying flood maps such as the Flood Insurance Rate Map(s) (FIRM) and/or the Flood Boundary Floodway Map(s) (FBFM), for Town of Beaufort dated July 16, 2003, which with accompanying supporting data, and any revision thereto, including Letters of Map Amendment or Revision, are adopted by reference and declared to be a part of this chapter. The Special Flood Hazard Areas also include those defined through standard engineering analysis for private developments or by governmental agencies, but which have not yet been incorporated in the FIRM. This includes, but is not limited to, detailed flood data, generated as a requirement hereof; preliminary FIRMS where more stringent than the effective FIRM; or post-disaster flood recovery maps.~~ FEMA designated SFHAs are those identified under the Cooperating Technical State (CTS) agreement between the State of North Carolina and FEMA in its flood insurance study (FIS) and its accompanying FIRM for Carteret County. The most recent FEMA SFHA maps and FIRMs officially adopted by the State of North Carolina and/or FEMA, with accompanying supporting data, including Letters of Map Amendment or Revision, are adopted by reference and declared to be a part of these floodplain regulations. Copies of the effective versions of these maps shall be maintained for public inspection in the Town Planning and Inspections Department as provided in N.C. Gen. Stat. § 160D-105.

**OPTIONS:**

1. Provide recommendation of approval to the Board of Commissioners as presented
2. Provide recommendation of approval to the Board of Commissioners with altered language
3. Provide recommendation of denial to the Board of Commissioners



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**Town of Beaufort Planning Board Regular Meeting  
6:00 PM Monday, February 17, 2025 – Train Depot**

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**AGENDA CATEGORY:** New Business  
**SUBJECT:** Case 25-04 – Request to rezone 1113 Live Oak Street from R-8 to RS-5

**BRIEF SUMMARY:**  
Request to rezone 1113 Live Oak Street from R-8 to RS-5 (No CAMA LUP amendment)

**REQUESTED ACTION:**  
Discussion on requested rezoning  
Recommendation to Board of Commissioners to approve or deny the requested rezoning

**EXPECTED LENGTH OF PRESENTATION:**  
15 Minutes

**SUBMITTED BY:**  
Michelle Eitner  
Planner

**BUDGET AMENDMENT REQUIRED:**  
N/A

# Staff Report

**To:** Planning Board  
**From:** Michelle Eitner, Planner

**Date:** 1/31/2025  
**Meeting Date:** 2/17/2025

## Case Number 25-04

**Summary of Request:** Rezone 1113 Live Oak Street from R-8 to RS-5.

### Background

**Address and PIN** 1113 Live Oak Street – PIN 730619516882000

**Location Description** Northwest corner of Live Oak Street and Loftin Lane

**Lot Size and Dimensions** 0.26 acres (3.8u/a density)  
Approximately 75’x150’

**Owner/Applicant** Terry Lee Allen

**Current Zoning** R-8

**Existing Land Use** Single-family home

**Proposed Zoning** RS-5

**Proposed Land Use** Single-family home

**CAMA Future Land Use Map** Suburban Residential  
Amendment Required  Yes  No

**Adjoining Land Use & Zoning**  
**North** Single-family homes, RS-5  
**South** Single-family homes across Live Oak, RS-5  
**East** Single-family home across Loftin, R-8  
**West** Single-family homes, RS-5

**Special Flood Hazard Area**  Yes  No

**Public Utilities**

Water  Available  Not Available

Sewer  Available  Not Available

**Requested Action** Provide recommendation to the Board of Commissioners to:

- Approve the request; or
- Deny the request

**Staff Comments**

The property at 1113 Live Oak Street is a single-family home currently zoned R-8. The applicant desires to rezone the property to RS-5 in order to have enough space within setbacks to build a detached two-car garage.

The applicant submitted this same request to rezone the property from R-8 to RS-5 in 2022 and was denied. According to the minutes of the March 14, 2022 Board of Commissioners meeting at which the request was considered, “Commissioner Terwilliger made a motion to deny the request, on the grounds that the requester does not need to have a rezoning to accomplish what their stated purpose and objective is within the property.”

That request required an amendment to the (now former) CAMA Land Use Plan amendment due to a difference in the Future Land Use Classification. Under the current CAMA Land Use Plan, the Future Land Use Classification is the same for both the R-8 and RS-5 zoning districts, so no amendment is required for this request. At that time, the former CAMA Land Use Plan showed this

In accordance with **NCGS § 160D-604(d)**, when conducting a review of proposed zoning text or map amendments the Planning Board shall advise and comment on whether the proposed action is consistent with the Town of Beaufort Comprehensive and CAMA Land Use Plan that has been adopted and any other officially adopted plan that is applicable.






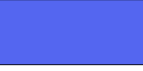

The Planning Board shall provide a written recommendation to the BOC that addresses plan consistency and other matters as deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with the Town of Beaufort Comprehensive and CAMA Land Use Plan shall not preclude consideration or approval of the proposed amendment by the BOC.

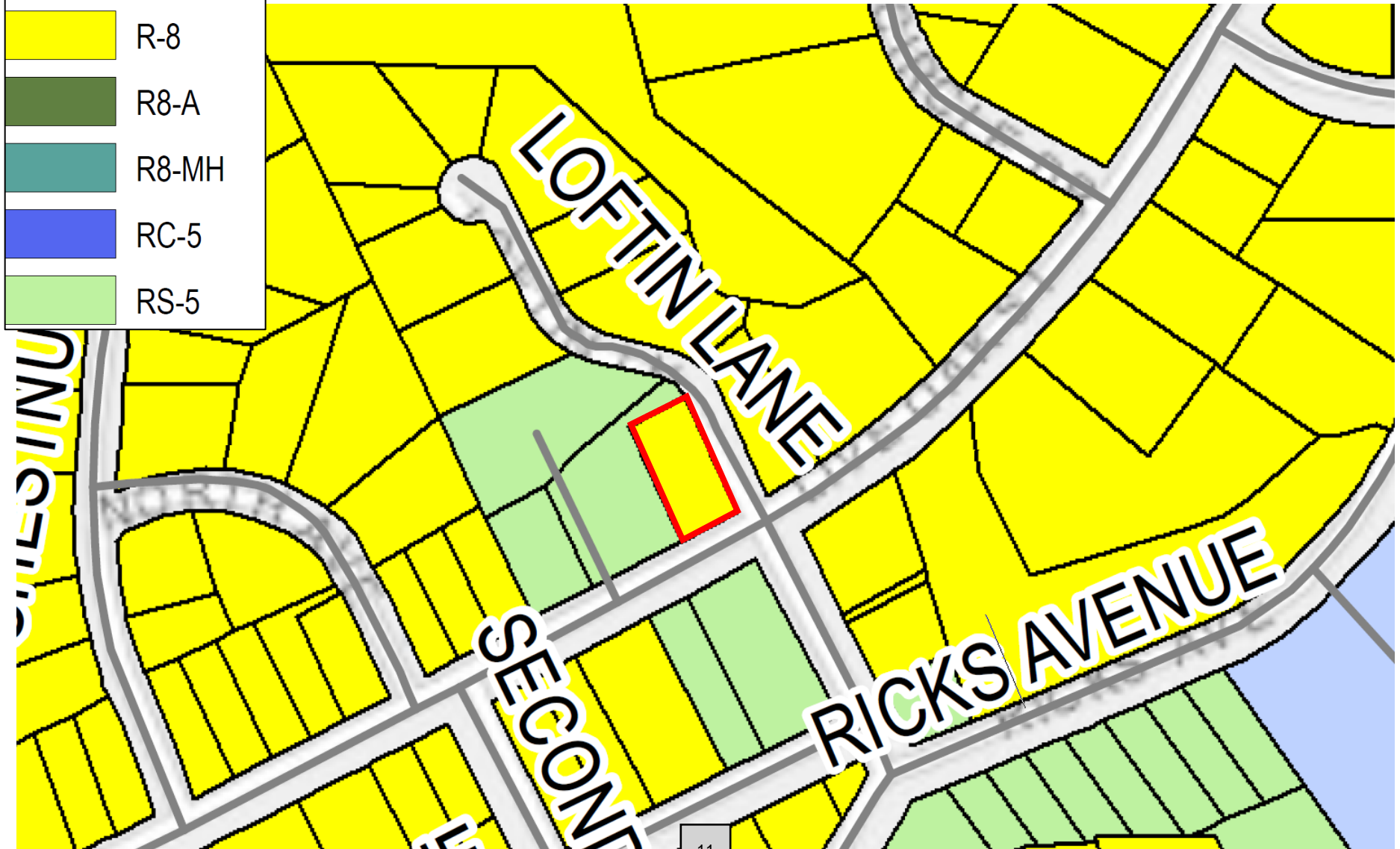
- Attachments:**
- Attachment B - Vicinity Map
  - Attachment C - Zoning Map
  - Attachment D - CAMA Land Use Plan Future Land Use Map
  - Attachment E – Abutting Property Owners
  - Attachment F - Application Packet
  - Attachment G - LDO Sections (R-8 & RS-5)
  - Attachment H - CAMA LUP Future Land Use Classification - Suburban Residential



# Case 25-04 1113 Live Oak Street Rezoning Request from R-8 to RS-5

## Attachment C – Zoning Map

	PUD
	R-20
	R-8
	R8-A
	R8-MH
	RC-5
	RS-5

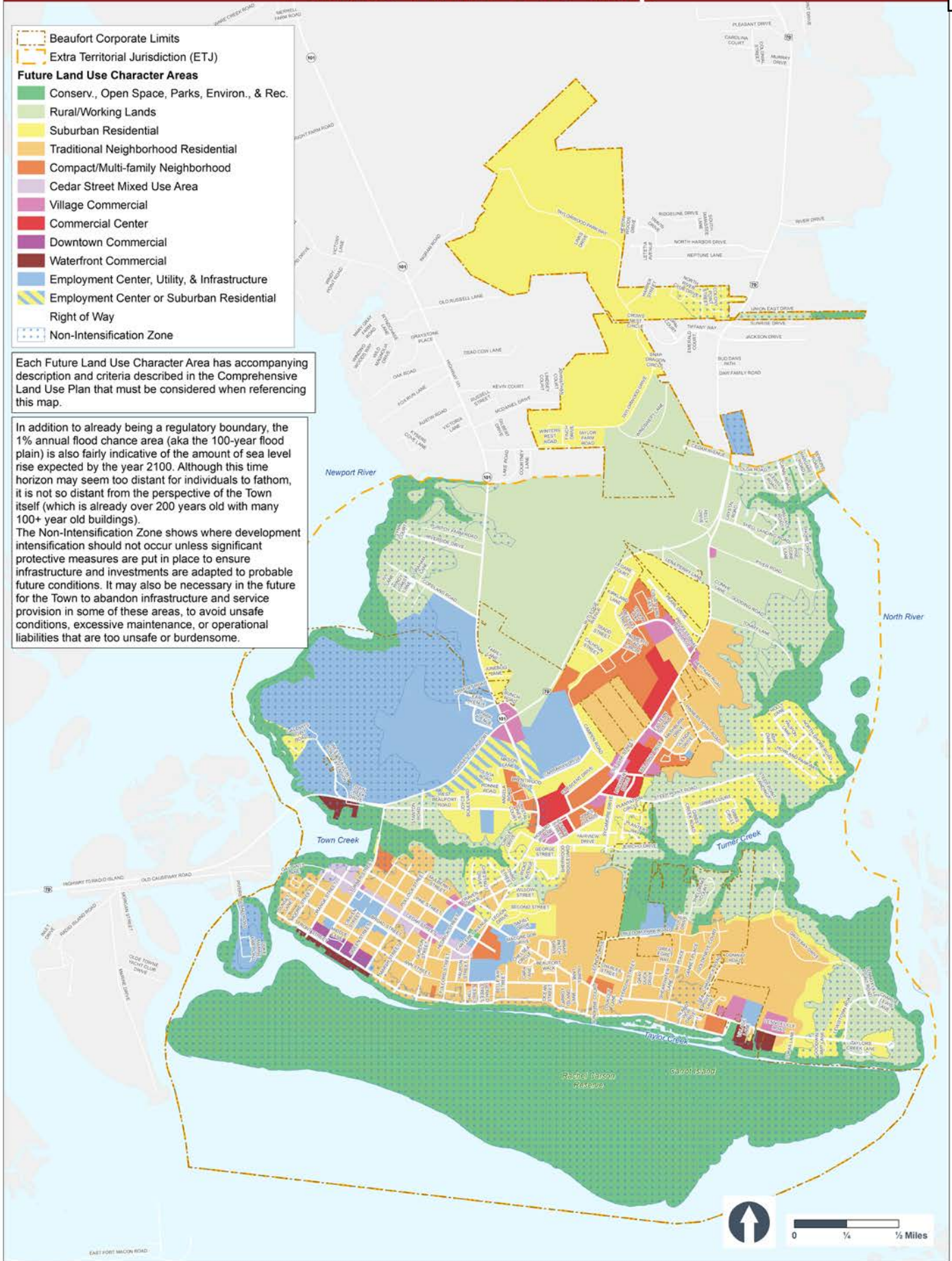


# Future Land Use Map

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

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

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





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**Case #25-04 1113 Live Oak Street Abutting Neighbors  
Rezoning Request for R-8 to RS-5**

NEW VISION TRU WALTER D BRADY 805 FRONT STREET BEAUFORT, NC 28516	TIBERIO KELLY 100 LIVE OAK COMMONS BEAUFORT, NC 28516
CRENSHAW KATIE 104 LIVE OAK COMMONS BEAUFORT, NC 28516	BISHOP CAROLINE HINTON 1201 LIVE OAK ST BEAUFORT, NC 28516
NEW VISION TRU WALTER D BRADY 805 FRONT STREET BEAUFORT, NC 28516	HENGEL THOMAS ETUX CONSTANCE 1200 LIVE OAK STREET BEAUFORT, NC 28516
ALLEN TERRY LEE 2719 OWEN DR FAYETTEVILLE, NC 28306	LOOSE ROBERT A ETUX MARY C 1110 LIVE OAK ST BEAUFORT, NC 28516

Mayor Sharon Harker  
Commissioner Bucky Oliver • Commissioner Melvin Cooper  
Commissioner Paula Gillikin • Commissioner John LoPiccolo • Commissioner Sarah Spiegler  
Interim Town Manager Charles Burgess



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**APPLICATION FOR AN AMENDMENT TO THE  
BEAUFORT ZONING MAP**

**Instructions:**

Please complete the application below, include all the required attachments and the **\$300.00** for **Rezoning request with no Land Use Plan Change** or **\$400.00** for **Rezoning Request with Land Use Plan Change** and return to the Beaufort Town Hall, 701 Front Street or P.O. Box 390, Beaufort, N.C., 28516. Incomplete applications will not be processed and **will be** returned to the applicant. Please contact Planning and Inspections at 252-728-2142 if there are any questions.

**APPLICANT INFORMATION**

Applicant Name: Terry Allen  
Applicant Address: 1113 Live Oak St. Beaufort, NC. 28516  
Phone Number: (910) 624-8840 Email: terry@eliteairteam.com

Property Owner Name: Terry Allen  
Address of Property Owner: 1113 Live Oak St.  
Phone Number: (910) 624-8840 Email: terry@eliteairteam.com

**PROPERTY INFORMATION**

Property Address: 1113 Live Oak St. Beaufort, NC. 28516  
15-Digit PIN: 730619516882000 Lot/Block Number: 590014

Size of Property (in square feet or acres): .258  
Current Zoning: R-8 Requested Zoning: RS-5

Current Use of Property:  Residential  Vacant  Commercial  Other: \_\_\_\_\_

[Signature] Date of Applicant's Signature: 1/24/25  
Applicant Signature

\_\_\_\_\_  
Property Owner Signature (if different than applicant) Date of Owner's Signature

An application fee of **\$300.00** for **Rezoning request with no Land Use Plan Change** or **\$400.00** for **Rezoning Request with Land Use Plan Change**, either in cash, money order, or check made payable to the "Town of Beaufort," should accompany this application. Payments can be made in person on the day of submittal and at such time, a credit card can be used to make the payment. Credit card payments are subject to a 3% extra fee.

Terry Allen  
1113 Live Oak Street  
Beaufort, NC. 28516  
(910) 624-8840

Jan. 24th, 2025

Planning and Inspections Department  
701 Front Street  
Beaufort, NC. 28516

Subject: Rezone Residential Property.

The request to rezone my primary residential property located at 1113 Live Oak St. zone R 8 to RS 5 (Pin # 730619516882000).

The reason for this request is to add a detached garage. Thank you in advance for your time concerning this request.

Sincerely:



Terry L. Allen

Terry Allen  
1113 Live Oak Street  
Beaufort, NC. 28516  
(910) 624-8840

Jan. 24th, 2025

Planning and Inspections Department  
701 Front Street  
Beaufort, NC. 28516

Subject: Rezone Residential Property.

The residential property located at 1113 Live Oak St. is my primary residence and is not for sale (Pin # 730619516882000).

Thank you in advance for your time concerning this request.

Sincerely:



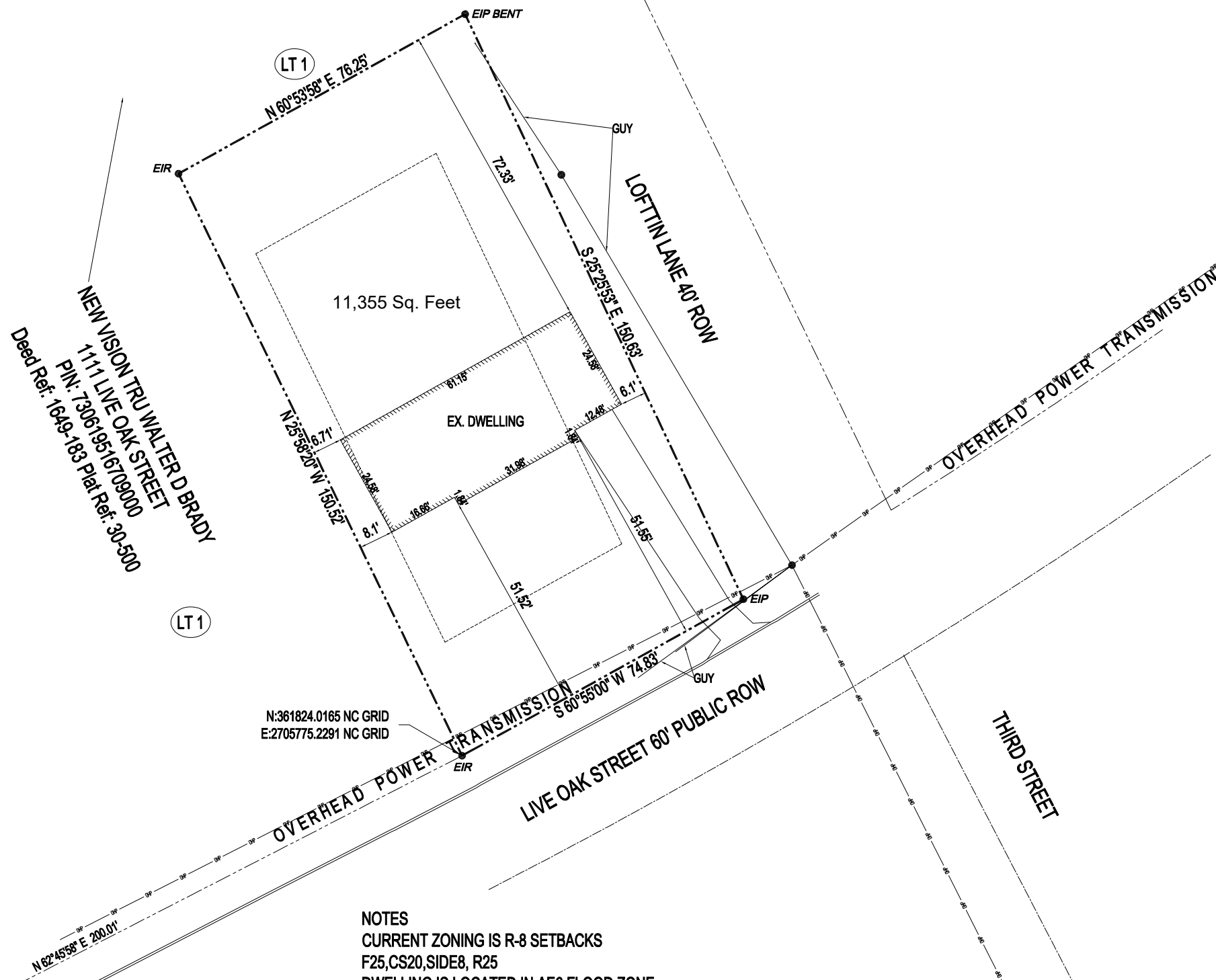
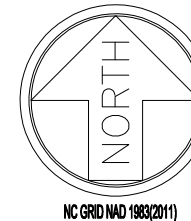
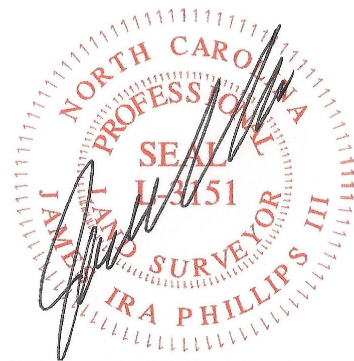
Terry L. Allen.

**SURVEYORS CERTIFICATION**

I, JAMES I. PHILLIPS III, CERTIFY THAT THIS PLAT WAS DRAWN BY ME (X), DRAWN UNDER MY SUPERVISION ( ), FROM AN ACTUAL SURVEY MADE BY ME (X), MADE UNDER MY SUPERVISION ( ); THAT THE RATIO OF PRECISION AS CALCULATED BY COORDINATE METHOD IS 1:10,000+; REGISTRATION NUMBER, AND SEAL THIS 28TH DAY OF APRIL, A.D. 2021.

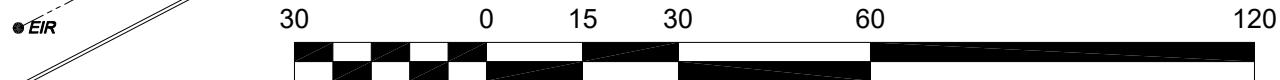
JAMES I. PHILLIPS III RLS NO. L-3151

\*THIS IS AN EXISTING PARCEL OF LAND\*



- LEGEND**
- EIP-EXISTING IRON PIPE
  - EIR-EXISTING IRON ROD
  - ECM-EXISTING CONCRETE MONUMENT
  - EA-EXISTING AXLE
  - EN-EXISTING NAIL
  - EPK-EXISTING PK NAIL
  - POINT-NOTHING EXISTING OR SET
  - NGGS-NORTH CAROLINA GEODETIC SURVEY
  - NGS-NATIONAL GEODETIC SURVEY
  - R1W-MON-NC DOT MONUMENT
  - SIP-SET IRON PIPE
  - SIR-SET IRON PIPE
  - SCM-SET CONCRETE MONUMENT
  - EA-SET AXLE
  - SN-SET NAIL
  - SPK-SET PK NAIL
  - OP-OVERHEAD POWER
  - NOT HELD-NOT CONSIDERED PART OF SURVEY
  - NHWL-NORMAL HIGH WATER LINE
  - AEC-AREA OF ENVIRONMENTAL CONCERN
  - NAVD-NORTH AMERICAN VERTICAL DATUM
  - NAD-NORTH AMERICAN HORIZONTAL DATUM
  - PP-POWER POLE
  - UT-UNDERGROUND TELEPHONE
  - UP-UNDERGROUND POWER
  - UWL-UNDERGROUND WATER
  - DL-DRILL HOLE

**NOTES**  
CURRENT ZONING IS R-8 SETBACKS  
F25, CS20, SIDE8, R25  
DWELLING IS LOCATED IN AE6 FLOOD ZONE



**RETRACEMENT AND PHYSICAL SURVEY FOR  
TERRY LEE ALLEN**  
1113 LIVE OAK ST  
TOWN OF BEAUFORT, BEAUFORT TOWNSHIP  
CARTERET COUNTY, N.C.  
SCALE 1"=30'

PRESENT OWNER: SAME		REVISIONS	
DEED REF: BOOK PAGE 1582/176		MAP REF: BOOK PAGE NONE	
PARCEL NUMBER: 730619516882000		SHEET: 1 OF 1	
JOB #: 21-059		DATE OF FIELD SURVEY: 4-28-2021	
DATE OF MAPPING: 4-28-2021		DRAWN BY: JIP	
SURVEY BY: JIP		CHECKED BY: JIP	
<b>JAMES I. PHILLIPS LAND SURVEYING</b> PO BOX 2103, 379 Arrington Rd., Beaufort, N.C. 28516 252-728-5848 phone jip3@coastalnet.com			

o) Management of the Recreational Vehicle Park.

- i) It shall be unlawful for a person to park or store a manufactured home in a recreational vehicle park for longer than seven days. However, one manufactured home may be allowed within an RV park to be used as an office and/or residence of the persons responsible for the operation and maintenance of the park.
- ii) It shall be the duty of the operator of an RV park to keep an accurate ledger containing a record of all occupants of the RV park. The operator shall keep the ledger available at all times for inspection by law enforcement officials, public health officials, and other officials whose duties necessitate acquisition of the information contained in the ledger.
- iii) The ledger shall contain the following information:
  - Name and permanent address of the occupants of each space;
  - Dates entering and exiting the park; and,
  - The vehicle license plate number with the state of issuance for the license plate, make, and type of vehicle for each car, truck, camping vehicle, etc. staying within the RV park.

C) ***R-8 Residential Medium Density District.***

This residential zoning district is established as a medium density zoning district in which the principle use of the land is for single-family dwelling units. The regulations of this zoning district are intended to provide areas of the community for those persons desiring residences in relatively medium density areas. No buildings, houses, or structures, excepting noncommercial docks or piers as specified in Section 2(H) of this Ordinance, will be erected on the south side of Front Street in this district. Uses in this district which require potable water or sanitary sewer must be connected to both municipal water and municipal sewer.

1) Minimum Lot Size.

All lots in the R-8 district shall be a minimum of eight thousand square feet (8,000 ft<sup>2</sup>).

2) Minimum Lot Width.

All lots in the R-8 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 7-9 Interior Lot Requirements**

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

**Table 7-10 Corner Lot Requirements**

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Side (Right-of-Way) Setback</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
R-8	25 feet	20 feet	25 feet	8 feet	35 feet

**Table 7-11 Double Frontage Lot Requirements**

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Rear (Right-of-Way) Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
R-8	25 feet	15 feet	8 feet	35 feet

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

4) Accessory Building Setback Requirements.

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

5) Permitted Uses.

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

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

Accessory Dwelling Unit	Marina
Athletic Field, Private	Outdoor Amphitheater, Public
Bed & Breakfast	Preschool
Cemetery/Graveyard	Produce Stand/Farmers' Market
Club, Lodge, or Hall	Public Safety Station
Concealed (Stealth) Antennae & Towers	Religious Institution
Day Care/Child Care Home	Satellite Dish Antenna
Golf Course, Privately-Owned	School, Post-Secondary
Golf Driving Range	Utility Facility

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

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

1) Minimum Lot Size.

All lots in the RS-5 district shall be a minimum of five thousand square feet (5,000 ft<sup>2</sup>).

2) Residential Density.

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

3) Minimum Lot Width.

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

4) Building Setback and Building Height Requirements and Limitations.

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

**Table 7-17 Interior Lot Requirements**

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

**Table 7-18 Corner Lot Requirements**

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

**Table 7-19 Double Frontage Lot Requirements**

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

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

5) Accessory Building Setback Requirements.

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

6) Permitted Uses.

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

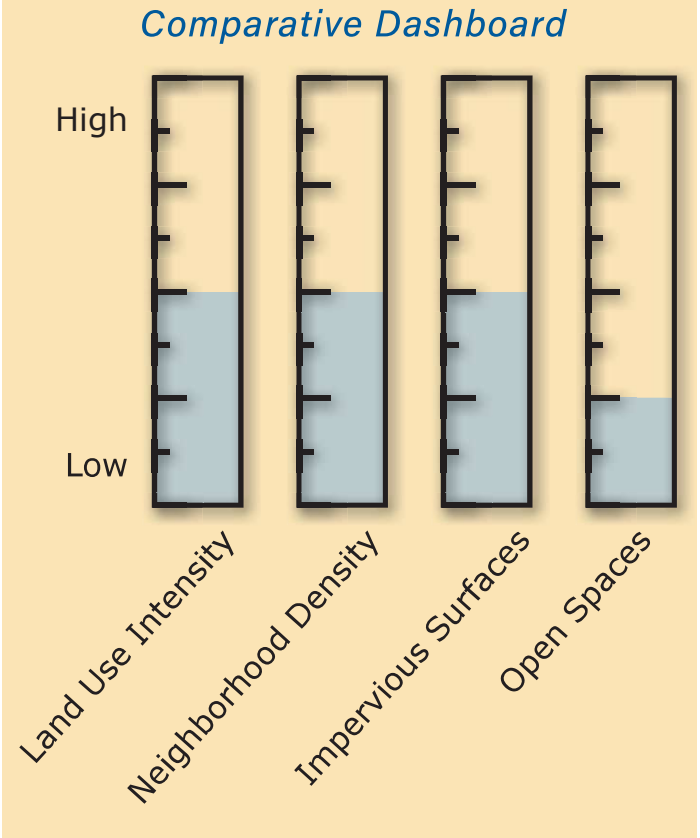
7) Special Uses (*Special Uses* requirements may be found in Section 20 of this Ordinance).

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

# Suburban Residential

## General Description:

These neighborhoods typically have larger lots or shared open spaces and common areas with a lower overall residential density than in the Traditional Neighborhood. The neighborhoods are still walkable from house to house, but most households probably depend primarily on automobiles for daily trips. Off-street parking is typical of a suburban residential neighborhood and various configurations exist. Residential densities typically range from around 1-3 dwellings per acre, although some developments will exceed that either in localized areas (especially if there are shared open spaces, amenities, or common areas) or overall. In neighborhoods with larger lots, open space is generally on private lots rather than communal.



## Streets and Circulation:

These neighborhoods have medium levels of connectivity with low volume, low speed routes. Effort should be made to increase connectivity except in instances where it would excessively harm environmentally sensitive areas. Block lengths should not exceed 650' on a side unless absolutely unavoidable. Pedestrian facilities should be provided on at least one side of every street. Bicycles can share lanes on low volume streets, but on arterials dedicated (and preferably separated) facilities should be provided.

**EXAMPLE USES:**

*Typical Uses*

Primarily single family detached residential, with an occasional mix of other highly compatible residential uses scattered throughout, including duplexes, accessory dwellings, and garage apartments. Sometimes, but more rarely, there may also be duplex neighborhoods.

*Uses if Context Appropriate*

- » Institutional uses (churches, schools, hospital, government, etc)
- » Accessory dwellings
- » House-scale multi-family residential, patio homes, or small townhome developments - very occasionally.

# Suburban Residential

**Other Concerns:**

Extending public facilities (water, sewer, etc.) to these areas may place an increased strain on maintenance budgets since the lower densities and lower taxable value per linear foot of public facilities may not cover the costs of maintenance. This land use type consumes land a greater rate and with fewer homes than the other residential future land use character areas.



*Examples of Suburban Residential.*



**Town of Beaufort, NC**

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

**Town of Beaufort Planning Board Regular Meeting  
6:00 PM Tuesday, February 17, 2025 – 614 Broad Street – Train Depot**

---

**AGENDA CATEGORY:** New Business  
**SUBJECT:** Final Plat – Palmetto Plantation Phase 3

**BRIEF SUMMARY:**

The applicant wishes to subdivide a 3.34-acre tract into 9 lots. The preliminary plat for this area was approved in January 2024

The cost estimate for installation of infrastructure improvements = \$36,187.50

Recreation Fees in the amount of \$1,757.42 will also be required at the time of plat recordation

**REQUESTED ACTION:**

Recommendation to the Board of Commissioners

**EXPECTED LENGTH OF PRESENTATION:**

10 Minutes

**SUBMITTED BY:**

Kyle Garner  
Planning Director

**BUDGET AMENDMENT REQUIRED:**

N/A



# STAFF REPORT



**To:** Planning Board Members  
**From:** Kyle Garner, Planning Director  
**Date:** January 13, 2025  
**Case No.** 25-05 Palmetto Plantation Phase 3 - Final Plat

**THE QUESTION:** Subdivide a 3.34-acre tract into 9 Lots

**BACKGROUND:** The preliminary plat for this area was approved in January 2024 for installation of infrastructure improvements.

Location: East Bay Way off Professional Park Drive  
 Owners: Mercer Building & Design  
 Requested Action: Subdivide a 3.34-acre tract into 9 Lots  
 Existing Zoning: RS-5  
 Size: 3.34 Acres  
 Amount of Open Space: 0 Acres  
 Existing Land Use: Undeveloped

**SPECIAL INFORMATION:**

**Public Utilities:**  
 Water: Town Of Beaufort  
 Sanitary Sewer: Town Of Beaufort  
 Recreation Fees: \$1,757.42

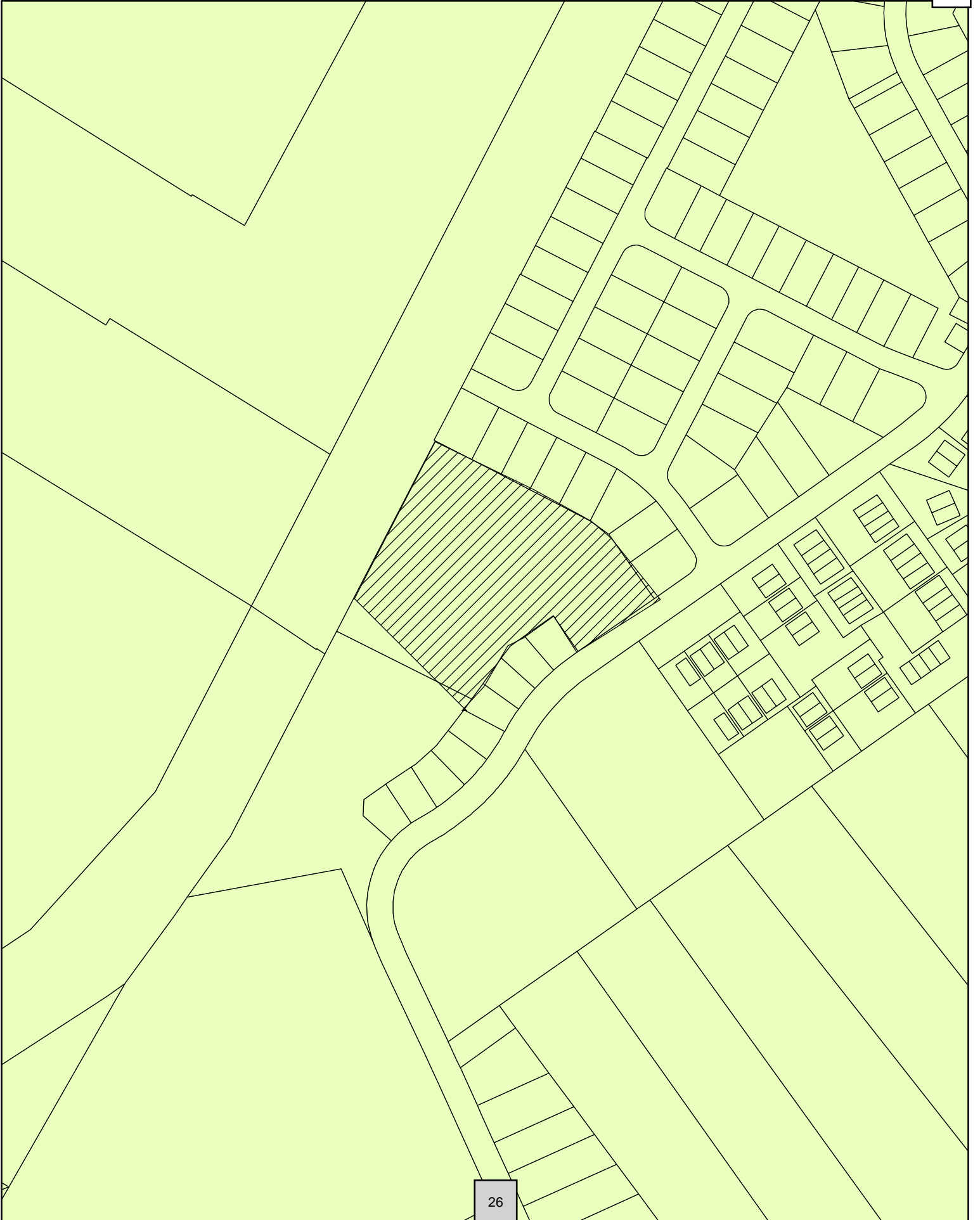
**OPTIONS:**

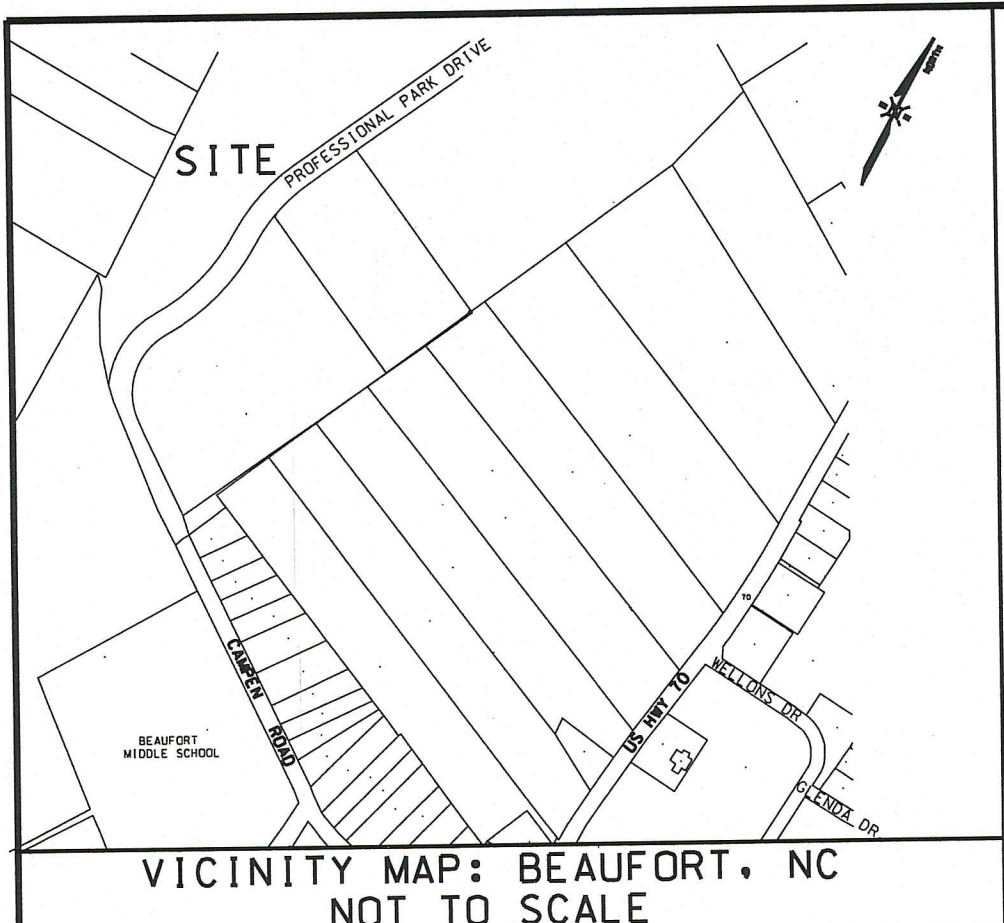
1. Approval of the Final Plat for Palmetto Plantation Phase 3
2. Deny the request

**Attachments:**

- Attachment B - Vicinity Map
- Attachment C - Final Plat for Palmetto Plantation Phase 3
- Attachment D - Cost Estimate for incomplete infrastructure

**Vicinity Map - Case # 25-05 Final Plat  
Palmetto Plantation Phase III**





- NOTES:
- 1) AREA BY COORDINATES.
  - 2) NO UTILITIES LOCATED OR SHOWN.
  - 3) 5/8" IRON RODS SET AT ALL CORNERS UNLESS OTHERWISE NOTED.
  - 4) NO OCEANIC CONTROL WITHIN 2000 FEET.
  - 5) 10 FOOT UTILITY & DRAINAGE EASEMENT ALONG THE RIGHT OF WAY OF ALL LOTS.
  - 6) FLOOD ZONE X.
  - 7) NO WETLANDS EXIST ON THIS SITE.

**STORMWATER NOTE**  
 THIS SUBDIVISION IS COVERED UNDER STATE STORMWATER PERMIT SWB 150313 TO MERCER BUILDING & DESIGN INC. FULL COMPLIANCE WITH THIS PERMIT IS REQUIRED. ALLOWABLE BUILT UPON PER LOT IS 3,250 SQUARE FEET. BUILT UPON IS DEFINED IN THE PERMIT AND RESTRICTIVE COVENANTS.

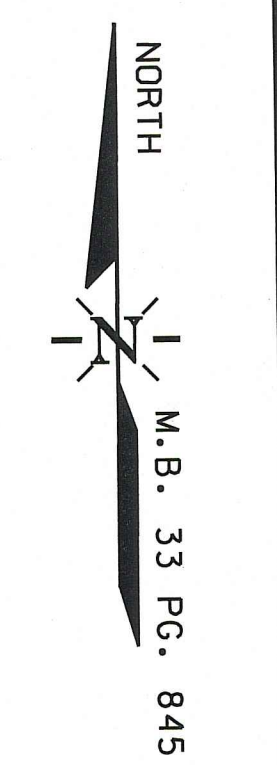
**SETBACKS**  
 FRONT = 20'  
 SIDE = 5'  
 REAR = 15'  
 CORNER SIDE = 20'

**LOT AREAS**

LOT 1	= 11,312.16 S.F.
LOT 2	= 9,690.58 S.F.
LOT 3	= 11,120.73 S.F.
LOT 4	= 9,926.93 S.F.
LOT 5	= 11,836.33 S.F.
LOT 6	= 21,916.65 S.F.
LOT 7	= 8,142.40 S.F.
LOT 8	= 8,828.50 S.F.
LOT 9	= 7,625.58 S.F.

**CURVE DATA**

C#	CHORD BEARING & DISTANCE	LENGTH	RADIUS
1	N36°48'20"W 22.85	22.85	400.00
2	N44°35'34"W 85.11	85.88	400.00
3	N54°35'30"W 53.69	53.73	400.00
4	N68°34'15"W 12.71	12.78	35.00
5	N70°06'06"W 19.32	19.41	60.00
6	N62°58'38"E 87.32	113.50	60.00
7	N26°01'32"W 68.50	12.91	60.00
8	N62°58'38"E 87.32	80.95	35.00
9	S24°10'51"E 74.95	40.42	60.00
10	S18°37'09"E 28.21	23.87	450.00
11	S60°11'03"E 28.86	60.04	450.00
12	S44°50'42"E 60.00	45.97	450.00
	S38°05'45"E 45.95		



**CERTIFICATE OF OWNERSHIP AND DEDICATION**

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

DATE \_\_\_\_\_  
 OWNER \_\_\_\_\_

**CERTIFICATE OF APPROVAL FOR RECORDING**

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATION AS PART OF PALMETTO PLANTATION @ OLDE BEAUFORT VILLAGE, FOR BEAUFORT, NORTH CAROLINA, AND THAT THIS PLAT HAS BEEN APPROVED BY THE BOARD OF COMMISSIONERS FOR RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS OF CARTERET COUNTY.

DATE \_\_\_\_\_  
 TOWN CLERK OF BEAUFORT \_\_\_\_\_

**REVIEW OFFICER CERTIFICATION**

STATE OF NORTH CAROLINA  
 I, \_\_\_\_\_ REVIEW OFFICER OF CARTERET COUNTY CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER \_\_\_\_\_ DATE \_\_\_\_\_

**REGISTER OF DEEDS CERTIFICATE**

FILED FOR REGISTRATION AT \_\_\_\_\_ O'CLOCK ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.  
 RECORDED IN MAP BOOK \_\_\_\_\_ PAGE \_\_\_\_\_  
 KAREN S. HARDESTY, REGISTER OF DEEDS

BY: \_\_\_\_\_ ASSISTANT DEPUTY

**LEGEND**

- EIR EXISTING IRON ROD
- EIP EXISTING IRON PIPE
- EPK EXISTING PK NAIL
- ECM EXISTING CONC. MON.
- ERSR EXISTING R/R SPIKE
- SIR SET IRON ROD
- CP CALCULATED POINT
- MHW MEAN HIGH WATER
- N/F NOW OR FORMERLY
- MB MAP BOOK
- DB DEED BOOK
- PG PAGE
- PP POWER POLE
- LP LIGHT POLE
- DE OVERHEAD ELECTRIC
- ELEC ELECTRICAL PEDESTAL
- TRANS ELEC. TRANSFORMER
- TSL TELEPHONE PEDESTAL
- TV CABLE TV PEDESTAL
- WM WATER METER
- CO CLEAN OUT

N/F CROATAN INVESTMENT COMPANY, LLC  
 D.B. 1805 PG. 159  
 NCPIN 73061276951000



**SITE DATA**  
 NUMBER OF LOTS = 9  
 SMALLEST LOT AREA = 7,625.58 S.F.  
 AVERAGE LOT AREA = 11,222.20 S.F.  
 TOTAL AREA OF LOTS 1-9 = 2.32 ACRES  
 STORMWATER AND DRAINAGE EASEMENT AREA = 18,207.02 S.F. OR 0.41 ACRES  
 AREA WITHIN ROAD RIGHT OF WAY = 26,486.62 S.F. OR 0.61 ACRES.  
 TOTAL TRACT AREA = 3.34 ACRES.

**CERTIFICATION OF APPROVAL BY THE PLANNING BOARD**  
 The Beaufort Planning Board hereby approves this final plat for the Palmetto Plantation @ Olde Beaufort Village, Phase 3 Lots 1-9 Subdivision

DATE \_\_\_\_\_  
 Chairman, Beaufort Planning Board \_\_\_\_\_

**CERTIFICATE OF APPROVAL OF THE DESIGN AND INSTALLATION OF STREETS, UTILITIES, AND OTHER REQUIRED IMPROVEMENTS**

I HEREBY CERTIFY THAT ALL STREETS, UTILITIES AND OTHER REQUIRED IMPROVEMENTS HAVE BEEN INSTALLED IN AN ACCEPTABLE MANNER AND ACCORDING TO THE TOWN OF BEAUFORT'S SPECIFICATIONS AND STANDARDS FOR PALMETTO PLANTATION @ OLDE BEAUFORT VILLAGE PHASE 3 LOTS 1-9 THAT GUARANTEES OF THE INSTALLATION OF THE REQUIRED IMPROVEMENTS IN AN AMOUNT AND MANNER SATISFACTORY TO THE TOWN OF BEAUFORT HAVE BEEN RECEIVED AND THAT THE FILING FEE FOR THIS PLAT IN THE AMOUNT OF \$\_\_\_\_\_ HAS BEEN PAID.

DATE \_\_\_\_\_  
 TOWN MANAGER \_\_\_\_\_

**REVISIONS:**

No.	BY	DATE	DESCRIPTION
1	EGC	11/27/24	ADDED REGISTER OF DEEDS

**REFERENCES:**  
 OWNER: N/F MERCER BUILDING & DESIGN, INC.  
 D.B. 843 PG. 362  
 M.B. 33 PG. 700  
 M.B. 33 PG. 845  
 M.B. 34 PG. 675  
 NCPIN 73061277276000

**SURVEYOR'S CERTIFICATE**

I, E. GLENN CORBETT, CERTIFY THAT THIS PLAT WAS DRAWN BY ME FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOKS REFERENCED) THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOKS REFERENCED ON THE FACE OF THIS PLAT THAT THE RATIO OF PRECISION AS CALCULATED IS 1:110,000+1 THAT THIS SURVEY WAS PREPARED IN ACCORDANCE WITH GS 47-30 AS AMENDED. THIS 28TH DAY OF NOVEMBER A.D. 2024.



**SURVEYOR'S CERTIFICATE OF PURPOSE OF PLAT**

I, E. GLENN CORBETT, CERTIFY THAT THIS PLAT CREATES A SUBDIVISION OF LAND WITHIN THE TOWN OF BEAUFORT AND THAT THE TOWN OF BEAUFORT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

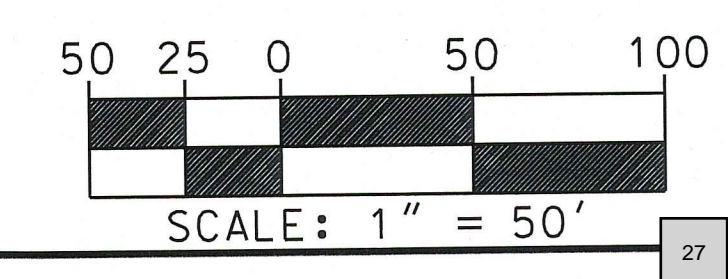
**FINAL PLAT**  
**PALMETTO PLANTATION @ OLDE BEAUFORT VILLAGE, PHASE 3 LOTS 1-9**  
 BEAUFORT TOWNSHIP, CARTERET COUNTY, NORTH CAROLINA

CLIENT: MERCER BUILDING & DESIGN, INC.  
 ADDRESS: 106-C PROFESSIONAL PARK DRIVE BEAUFORT, NC 28516  
 PHONE: (252) 728-6636

SURVEYED: JH 11/05/24  
 TL 11/11/24  
 DRAWN: EGC  
 APPROVED: EGC

DATE: 11/26/24  
 SCALE: 1" = 50'

**THE CULLIPHER GROUP, P.A.** C-4482  
 ENGINEERING & SURVEYING SERVICES  
 151-A NC HIGHWAY 24 MORRHEAD CITY, NC 28557 (252) 773-0090  
**E. GLENN CORBETT, P.L.S.**





**THE CULLIPHER GROUP, P.A.**  
**ENGINEERING & SURVEYING SERVICES**

January 2, 2025

Mr. Kyle Garner  
Town of Beaufort  
Planning and Inspections Director  
701 Front Street  
Beaufort, North Carolina 28516

Re: Proposed Surety Estimate – Palmetto Plantation @ Olde Beaufort Village Ph 3 Lots 1-9

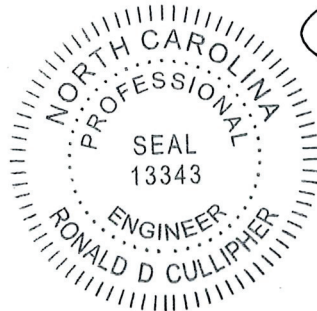
Dear Mr. Garner,

Please utilize this correspondence as our surety estimate for the remaining improvements at the above referenced subdivision. The outstanding items are primarily the sidewalk improvements. The estimate is as follows

Item	Description	Quantity	Unit Rate	Total
1	5' sidewalk	1110 linear feet	\$25.00	\$27750.00
2	Centipede Sod	100 square yards	\$12.00	<u>\$ 1200.00</u>
			Subtotal	\$28950.00
			Markup 25%	<u>\$ 7237.50</u>
			Total Surety	\$36187.50

If I can provide any additional information, please let me know.

Sincerely,  
*Ronald D. Cullipher* 1/2/25  
Ronald D. Cullipher, P.E.



Cc:  
Judy Mercer

**HESTRON PLAZA TWO**  
**151-A NC HWY 24**  
**MOREHEAD CITY, NC 28557**  
**(252) 773-0090**