



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, January 20, 2026 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Minutes Approval

- [1.](#) PB Draft Minutes 111725

Public Comment

New Business

- [1.](#) Case # 26-01 Preliminary-Final Plat - 110 Davis Bay Drive
- [2.](#) Case 26-02 Subdivision – 150/153 Kelly Drive Preliminary & Final Plat

Commission / Board Comments

Staff Comments

Adjourn



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

Town of Beaufort Planning Board Regular Meeting
6:00 PM Monday, November 17th, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair Neve called the November 17th, 2025 Planning Board meeting to order at 6:00 p.m.

Roll Call

The Secretary conducted the roll call for the meeting.

Members Present: Ryan Neve, Chair; George Stanziale, Vice-Chair; Vic Fasolino, Tammy Hunsucker, Clark Patton

Members Absent: Becky Bowler, Jeff Vreugdenhil

A quorum was declared with five members present.

Town Staff Present: Kyle Garner, Planning Director; Rachel Johnson, Public Information Officer; Mr. Arey Grady, Town Attorney; Ms. Laurel Anderson, Board Secretary

Agenda Approval

Member Fasolino made the motion to approve the agenda and Member Patton made the second. Chair Neve took a vote that was unanimously approved.

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

Minutes Approval

1. PB Draft Minutes 091525

Member Stanziale requested a correction to the minutes, recalling a discussion where he had suggested different setbacks could be applied for townhomes that are clustered near the water. He also noted that he had mentioned townhomes would typically produce fewer people than other housing types, as they are usually not occupied by full families.

Member Hunsucker made the motion to approve the minutes 2 amended and Member Patton made the second. Chair Neve

took a vote that was approved.

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

Public Comment

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

New Business

- 1. Case #25-14 To recommend approval or denial to the Board of Commissioners for 19.67 acres between Hwy 101 & Ronnie Road from R8MH, R-20 & R-8 to TCA

Mr. Garner presented the rezoning request from Taft Development Group to rezone 19.67 acres from Residential Mobile Home (R20MH), R20, and R8 to Townhouse, Condominium, and Apartment (TCA). The existing land included two single-family residences and undeveloped property.

Mr. Garner explained that the CAMA land use plan identified this area as an employment center or suburban residential and pointed out that most of the property was once farmland that had reverted to a natural state. He noted recently that the Board of Commissioners had approved a sewer allocation reservation and workforce housing agreement that designated 10% of the proposed multifamily development for workforce housing and reserved 16,800 gallons of sewer for up to 24 months for the project.

Mr. Garner stated that due to the site's proximity to Michael J. Smith Airport, a military assessment had been requested from Marine Corps Air Station Cherry Point to determine potential impacts on training operations. In an email dated November 13, 2025, Cherry Point determined the project would not impact training operations, according to their community plans and liaisons officer.

Mr. Garner emphasized that the applicant had not yet submitted a site plan, as they were waiting on the potential rezoning approval, and this request was for rezoning only. Once submitted, the technical review team would examine the details, with one exception already known - the need to work with the Department of Transportation (DOT) on the access point off Highway 101. Staff had already been in touch with the division engineer's office and the applicant had reached out as well.

The board discussed the difference between suburban residential and TCA zoning in terms of flexibility, if all parcels were within town limits, the sewage allotment, pedestrian access, and traffic flow impacts.

Member Stanziale made the motion to recommend approval to the Board of Commissioners based on the following conditions:

- 1. *NCDOT approval of access from Hwy 101*
- 2. *A Transportation Impact Analysis specifically studying whether turn lanes are required*
- 3. *Parking concerns based on the agreement for sewer allocation*
- 4. *Adequate input from surrounding neighbors*

Member Hunsucker made the second.

Member Fasolino amended the motion to include all units built on the site to contain 10% workforce housing.

Chair Neve took a vote on the amended motion that was unanimously approved.

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

- 2. 2026 Planning Board Meeting and Submittal Calendar

Member Patton made the motion to approve the 2026 Planning Board Calendar and Member Stanziale made the second. Chair Neve took a vote that was unanimously approved.

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

Commission/Board Comments

Board members thanked the staff and applicants for a thorough packet. Chair Neve noted the process variation where site plans come with annexation requests, allowing them to "get it all at once" with site plan and annexation that includes zoning changes. For properties already in town like this one, it was a separate process. He couldn't remember "the last time we had a substantial project that was already in the town of Beaufort. It's been a while." He noted properties were usually outside town until development was desired. He reiterated his view that "having multi family sort of in the middle of town near the schools is a good place for it" and looked forward to seeing the applicant's site plan.

Staff Comments

Mr. Garner wished everyone a Happy Thanksgiving and anticipated there would be no December meeting.

Adjourn

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

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

Chair Neve then declared the meeting adjourned at 6:50 p.m.

Ryan Neve, Chair

Laurel Anderson, Board Secretary



Town of Beaufort, NC

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**Beaufort Planning Board Regular Meeting
6:00 PM Tuesday, January 20, 2026 – 614 Broad Street- Train Depot**

AGENDA CATEGORY: New Business

SUBJECT: To recommend approval or denial to the Board of Commissioners for Case # 26-01 Preliminary-Final Plat – 110 Davis Bay Drive.

BRIEF SUMMARY:

BACKGROUND: This 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.

Additionally, the Town’s Technical Review Committee has reviewed these plans for consistency with Town design specifications.

REQUESTED ACTION:

- Discussion on Proposed Subdivision
- Recommendation on Proposed Subdivision

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Kyle Garner, AICP
Planning & Inspections Director

PLANNING STAFF REPORT

To: Planning Board Members
From: Kyle Garner, AICP, Town Planner
Date: January 9, 2026
Project 110 Davis Bay Drive – Preliminary/Final Plat

THE QUESTION: Subdivide a 10.01 Acre Tract into 2 Lots

BACKGROUND: This 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.

Additionally, the Town’s Technical Review Committee has reviewed these plans for consistency with Town design specifications.

Location: 110 Davis Bay Drive 731506490875000
Owners: Dr. Ray Vailecillo
Requested Action: Subdivide a 10.01 Acre Tract into 2 Lots
Existing Zoning: R-20 – Residential
Size: 10.01 acres
Existing Land Use: One Single-Family Home
Core Land Use Plan: Rural/Working Lands

SPECIAL INFORMATION:
Public Utilities:
Septic & Well through County Environmental Health

- OPTIONS:**
1. Recommend approval of the Preliminary/Final Plat for 110 Davis Bay Drive
 2. Table the request
 3. Deny the request.

Vicinity Map - Case # 26-01 Preliminary-Final Plat - 110 Davis Bay Drive



Vicinity Map - Case # 26-01 Preliminary-Final Plat - 110 Davis Bay Drive



Future Land Use Map and Character Areas

The following pages provide an overview of Future Land Use Character Areas. While typical and potential uses are described, these lists are not exhaustive or prohibitive. For instance, some uses may be appropriate in many (or all) future land use character areas. These might include uses such as government maintenance buildings and small utility substations (electric, natural gas, sewer lift stations, water towers, etc.). However, some uses should be carefully considered so that they do not unintentionally create a demand for development in inappropriate areas. For instance, institutional uses such as churches, primary and secondary schools, or clinics might be appropriate in most residential areas, but if located in rural areas would invite inappropriate additional development. The size of operations is also a consideration. For example, a small church might be appropriate in a rural context, but a mega church may not. It is up to the governing boards at the time of the application to decide what will most accurately promote the goals established in this plan.

Please note that are areas with a blue and yellow hash pattern. This indicates areas where both the Employment Center character or Suburban Residential character would be deemed appropriate, so long as the type of development meets the needs of the City of Beaufort.

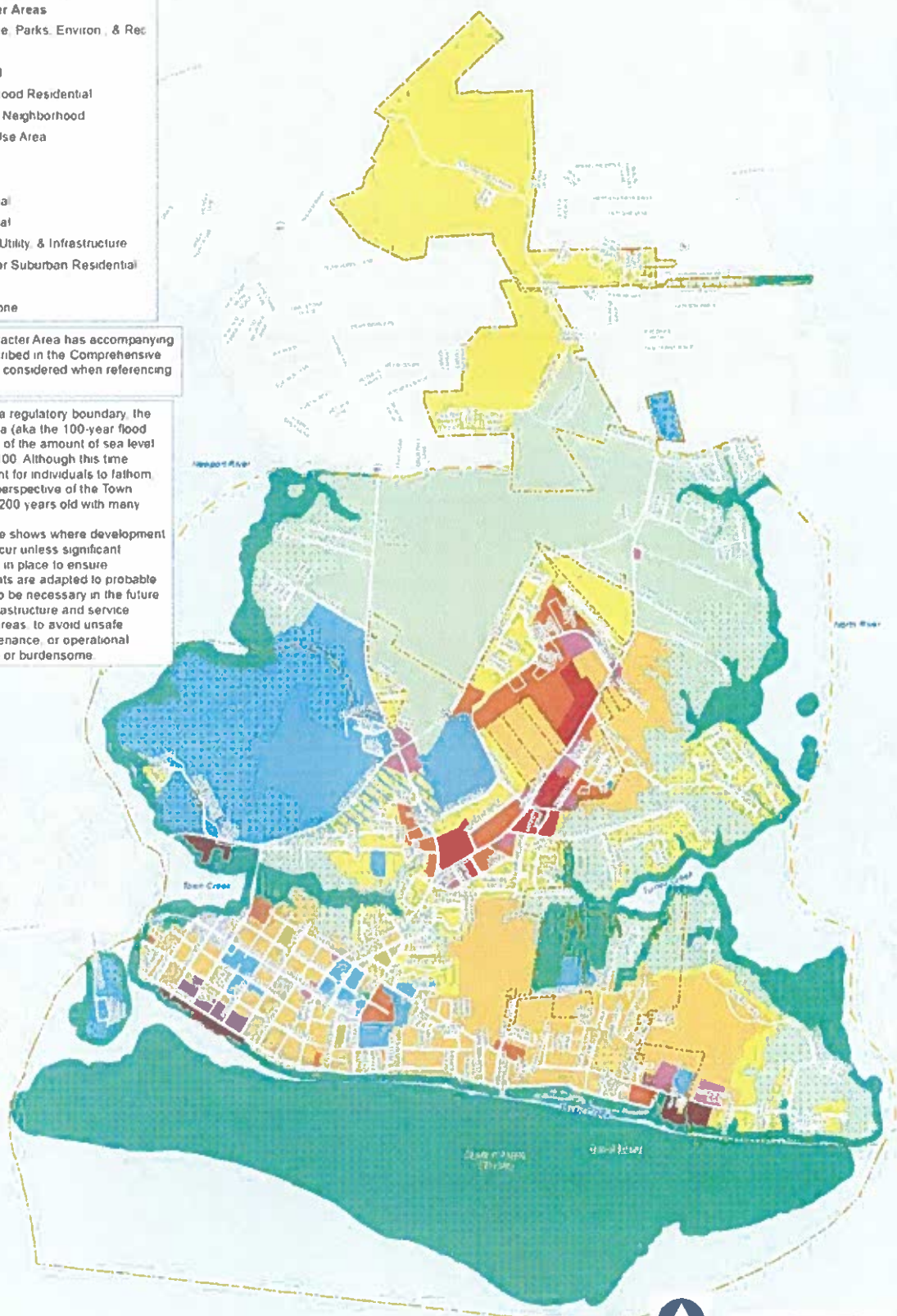
-  **Conservation, Open Space, Parks, Environmental, and Recreation**
-  **Rural / Working Lands**
-  **Suburban Residential**
-  **Traditional Neighborhood Residential**
-  **Compact/Multi-Family Neighborhood**
-  **Cedar Street Mixed Use Area**
-  **Village Commercial**
-  **Commercial Center**
-  **Downtown Commercial**
-  **Waterfront Commercial**
-  **Employment Center, Utility, & Infrastructure**
-  **Employment Center OR Suburban Residential**
-  **Non-Intensification Zone**

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.



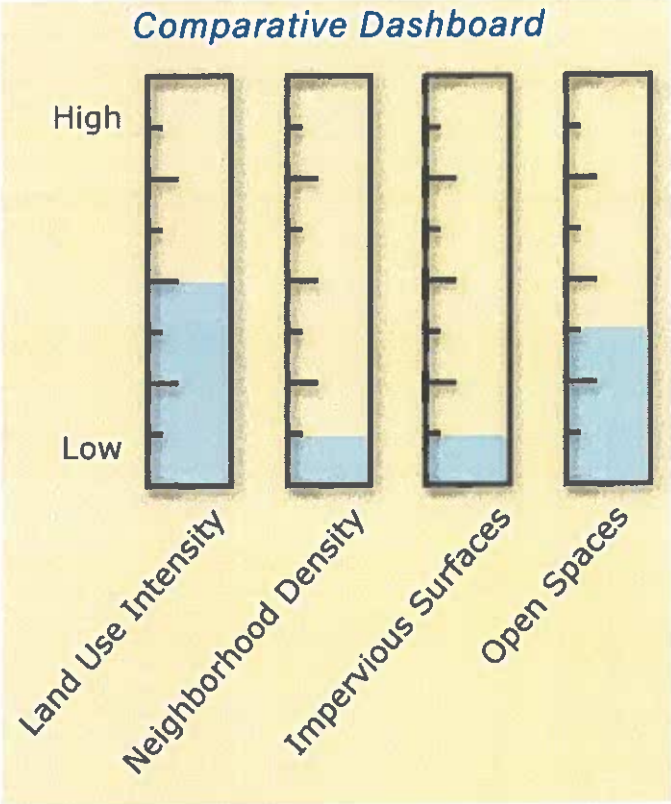
Rural/Working Lands

General Description:

Traditional Rural/Working lands (agriculture, silviculture, ranching and livestock, old farm fields, and homestead farms) predominate this character area. It also includes areas that are vacant or used for hunting or other non-residential, non-urban uses. These areas are generally not served by sewer service, although some suburban areas may be already. Due to typically poor septic infiltration potential for local soils, they are undesirable for residential or other types of development. If homes are present, they are often on very large lots or have been carved out of a larger tract of farmland. On-site septic treatment is one limiting factor to residential density, although the Town may also choose to restrict it further in the interest of maintaining rural character and/or maximizing use of public services (water, police, fire, emergency services, etc.).

This character area may also overlap with the Non-Intensification Zone in more urban or suburban contexts within Town. This indicates that although these areas may already have or be entitled for development, development denser than what is currently vested should be avoided and any public infrastructure in these areas should be minimized as it will be susceptible to coastal and climate hazards.

This character area encompasses the majority of the land between Hwy 101 and the new Hwy 70. It may be possible to serve this area effectively with sewer and it is generally some of the higher ground within the Town’s jurisdiction. If sewer



EXAMPLE USES

Typical Uses:

Primarily silviculture, ranching and livestock, old farm fields, and other agricultural uses and supportive structures. Occasionally homestead farms or isolated large-lot single family detached residential. Schools, hospitals, and other

residential attractors should be discouraged and instead focused towards the Town, where services exist.

If Context Appropriate:

- » Small footprint institutional uses (churches, government buildings, etc.)

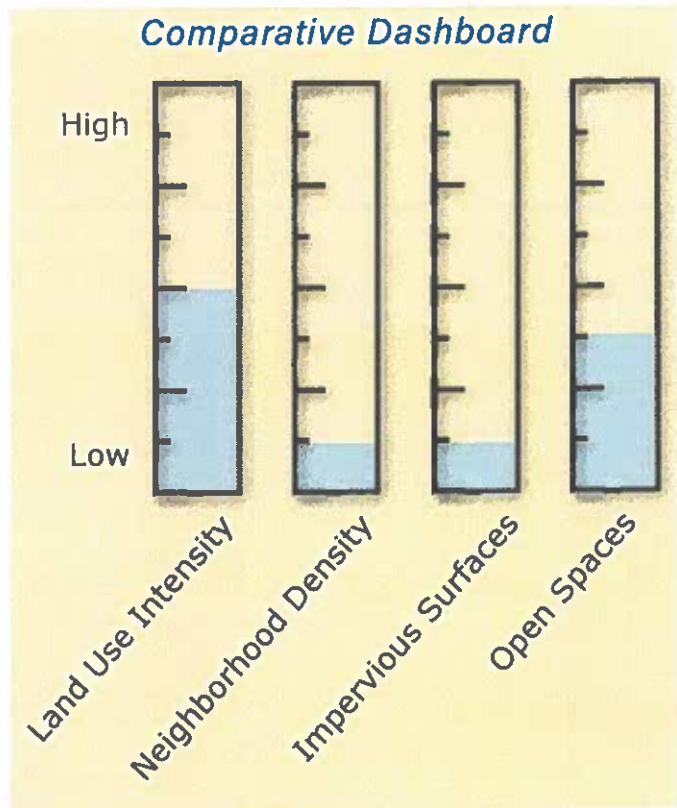
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North Carolina Onsite Wastewater Contractor Inspector Certification Board
Authorized Onsite Wastewater Evaluator Permit Option for Non-Engineered Systems
Notice of Intent (NOI) to Construct

New Expansion Repair Relocation Relocation of Repair Area

Owner or Legal Representative Information:
Name: Ray Vallecillo
Mailing address: 110 Davis Bay Drive City: Beaufort State: NC Zip: 28516
Phone: 252-728-0111 Email: rvalleds@gmail.com

Authorized Onsite Wastewater Evaluator Information:
Name: John C Roberts Certification #: 10022E
Mailing address: 1302 Roberts Road City: Newport State: NC Zip: 28570
Phone: 252-725-1320 Email: john.roberts@groundtruthsoil.com

Site Location Information:
Site address: Proposed Lot; East side of 110 Davis Bay Drive
Tax parcel identification number or subdivision lot, block number of property: _____
Portion of 731506490875000 County: Carteret

System Information:
Wastewater System Type: 11lc PPBPS drainline
Daily Design Flow: 240
Saprolite System: Yes No Subsurface Operator Required: Yes No
Water Supply Type: Private Well Public Water Supply Spring Other: _____

Facility Type:
 Residential 2 # Bedrooms 4 Maximum # of Occupants _____
 Business Type of Business and Basis for Flow: _____
 Public Assembly Type of Public Assembly and Basis for Flow: _____

Required Attachments:
 Plat or Site Plan
 Evaluation of Soil and Site Features by Licensed Soil Scientist

Attest: On this the 30 day of October, 2025 by signature below I hereby attest that the information required to be included with this NOI to Construct is accurate and complete to the best of my knowledge. Furthermore, I hereby attest that I have adhered to the laws and rules governing onsite wastewater systems in the state of North Carolina.
This NOI shall expire on 30 day of October, 2028
Signature of Authorized Onsite Wastewater Evaluator: John C Roberts
Signature of Owner or Legal Representative: Ray Vallecillo

Disclosure: The owner may apply for a building permit for the project upon submitting a complete NOI to Construct and the fee required (if any) to the local health department. An onsite wastewater system authorized by an authorized onsite wastewater evaluator shall be transferable to a new owner with the consent of the authorized onsite wastewater evaluator.

Local Health Department Receipt Acknowledgement:
Signature of Local Health Department Representative: _____ Date: 11-25-2025

Tax Parcel Information:

Current PIN: 731506490875000

Owner/s:

REINALDOA VALLECILLO JR DDS PA

Site Address: 110 DAVIS BAY DR BEAUFORT NC 28516

**Mailing Address: 110 DAVIS BAY DR
BEAUFORT, NC 28516**

Legal Description:

L1 DAVIS BAY

Prior PIN:

City Limits: Beaufort ETL

Rescue District: 46 Beaufort Rescue

Fire District: 42 Beaufort Fire

Township: BEAUFORT

Tax Market Neighborhood:

Beaufort Lenoxville

Use: RESIDUAL ACRES

Land Value: \$878,435

Bldg Htd Sq Ft: 3535

Bldg Value: \$794,921

Base Area Sq Ft: 8,119

Other Value: \$145,945

Year Built: 1999

Total Value: \$1,819,301

Legal Acres: 10.02

Sale Price: \$0

Mapped Acres: 10.013

Deed Date:

Bedrooms: 3

Plat Ref: 98 / 889

Bathrooms: 3

Deed Ref: 772 / 599

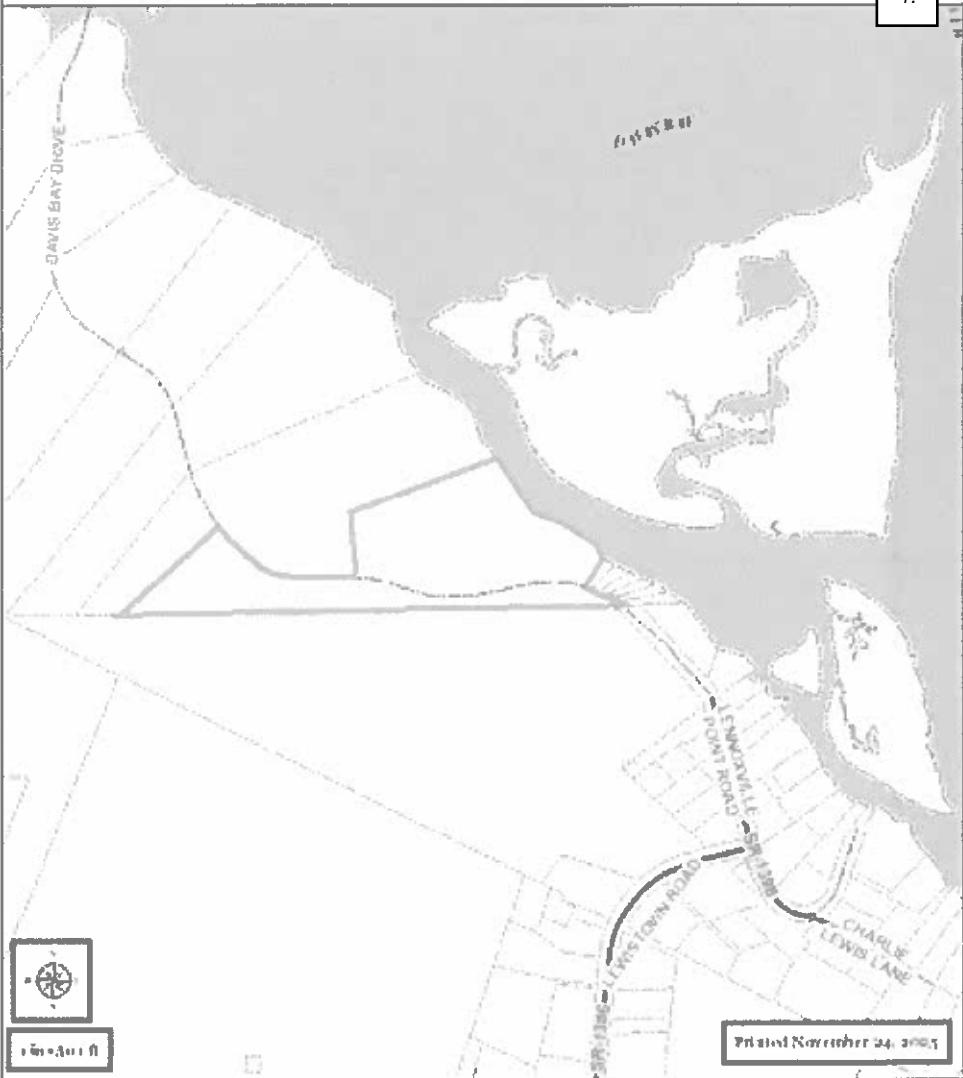
AICUZ Zone:

Noise Level:

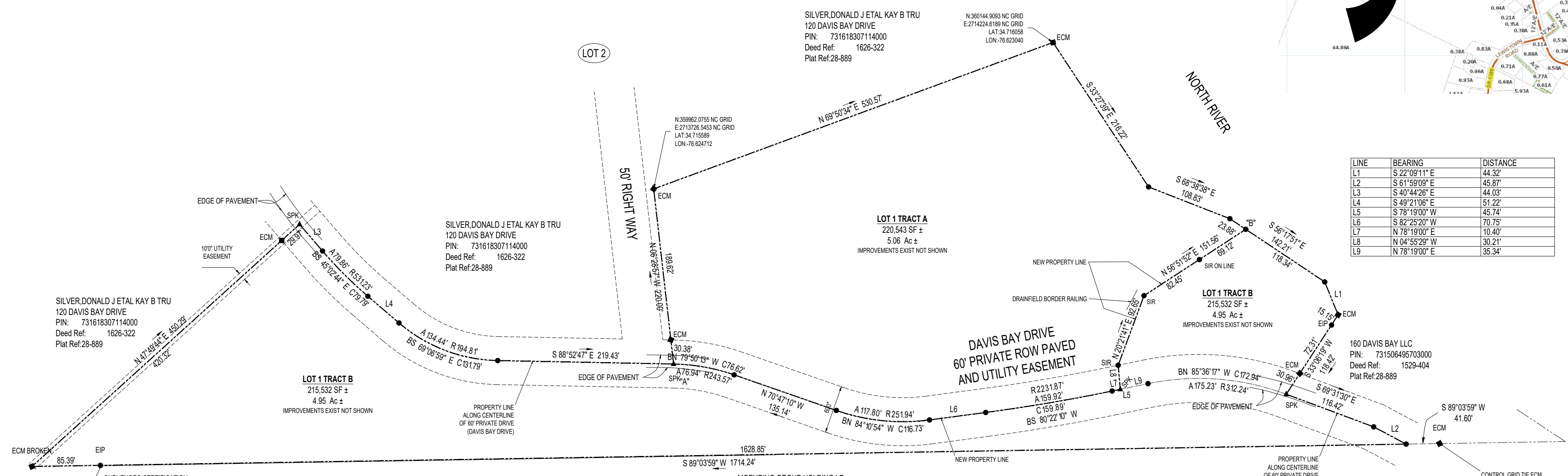
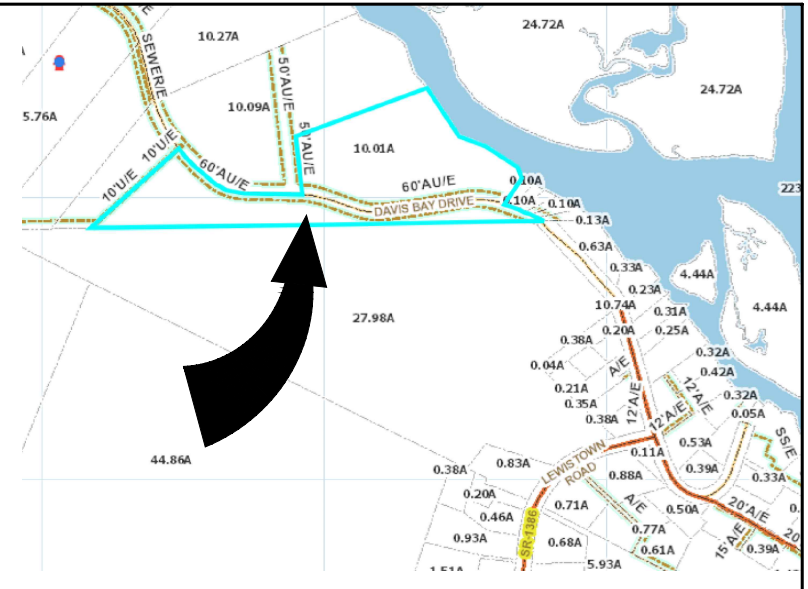


1 in = 400 ft

Printed November 24, 2005



The information displayed by this website is prepared for the inventory of real property found within this jurisdiction and is compiled from recorded deeds, plats, and other public records and data. Users of this information are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information contained on this site. Carteret County assumes no legal responsibility for the information contained on this site. Carteret County does not guarantee that the data and map services will be available to users without interruption or error. Furthermore, Carteret County may modify or remove map services and access methods at will.



LINE	BEARING	DISTANCE
L1	S 22°09'11" E	44.32'
L2	S 61°59'09" E	45.87'
L3	S 40°44'26" E	44.03'
L4	S 49°21'06" E	51.22'
L5	S 78°19'00" W	45.74'
L6	S 82°25'20" W	70.75'
L7	N 78°19'00" E	10.40'
L8	N 04°55'29" W	30.21'
L9	N 78°19'00" E	35.34'

SURVEYORS CERTIFICATION

I, JAMES I. PHILLIPS III, PROFESSIONAL LAND SURVEYOR CERTIFY THAT THIS MAP WAS MADE BY ME FROM AN ACTUAL SURVEY PERFORMED BY ME FROM REFERENCES AS SHOWN HEREON THAT BOUNDARIES NOT SURVEYED ARE NOTED AND PLOTTED FROM REFERENCES AS SHOWN HEREON. THAT PORTIONS OF THIS SURVEY WAS PERFORMED WITH GPS EQUIPMENT (TOPCON HIPER LITE + LOCAL BASE STATION AND TOPCON HIPER V-ROVER) MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION AND SPECIFICATIONS WERE USED TO PERFORM THE SURVEY: CLASS A, POSITIONAL ACCURACY: 95%, TYPE OF GPS FIELD PROCEDURE: NGS RTK NETWORK AND/OR LEAST SQUARES ADJUSTMENTS WITHIN SPECTRA PRECISION SURVEY PRO SOFTWARE, DATES OF SURVEY: 4/5/2024 & 9/25/2025, DATUM/EPOCH: NAD 1983(2011) EPOCH(2010) NAVD 1988, PUBLISHED/FIXED-CONTROL USE: NC CORS, GEOID MODEL:12A(CONUS), SCALE FACTOR: 0.99991623, AND UNITS: US SURVEY FEET.

I FURTHER CERTIFY THAT OTHER PORTIONS OF THIS SURVEY WERE PERFORMED WITH CONVENTIONAL SURVEY METHODS AND THAT THE RATIO OF PRECISION AS CALCULATED BY THE COORDINATE METHOD IS 1:10,000 (CLASS A), THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER, AND SEA THIS 25TH DAY OF SEPTEMBER, A.D. 2025.

XX A. THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF THE COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCEL OF LAND:

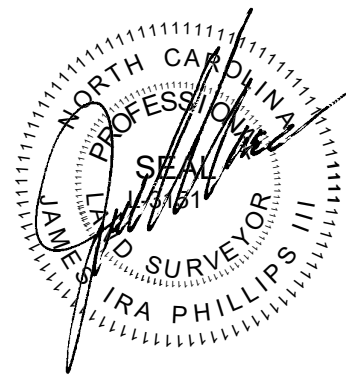
B. THAT THE SURVEY IS LOCATED IN SUCH PORTION OF A COUNTY OR MUNICIPALITY THAT IS UNREGULATED AS TO AN ORDINANCE THAT REGULATES PARCELS OF LAND;

C. THAT THE SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND;

D. THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION;

E. THAT THE INFORMATION AVAILABLE TO THE SURVEYOR IS SUCH THAT THE SURVEYOR IS UNABLE TO MAKE A DETERMINATION TO THE BEST OF HIS OR HER PROFESSIONAL ABILITY AS TO PROVISIONS CONTAINED IN (A) THROUGH (D) ABOVE.

JAMES I. PHILLIPS III RLS NO. L-3151
SURVEYORS CERTIFICATION



STATE OF NORTH CAROLINA

THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER OF CARTERET COUNTY CERTIFY THAT THIS MAP OR PLAT TO WHICH

REVIEW OFFICER

DATE:

REGISTER OF DEEDS

Filed for registration at _____ M on _____ day of _____, and record in Book _____, page _____, Office of the register of deeds, CARTERET County, North Carolina.

KAREN HARDESTY Register of Deeds

Assistant Deputy

MOEHRING GROUP HOLDING LP
PIN: 731506396291000
Deed Ref: 1196-219
Plat Ref: 30-929

CERTIFICATE OF APPROVAL FOR RECORDING

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

TOWN CLERK _____ DATE _____

CERTIFICATE OF APPROVAL BY THE PLANNING BOARD

THE BEAUFORT PLANNING BOARD HEREBY APPROVES THE FINAL PLAT FOR THE REINALDOA VALLECILLO JR DDS, PA SUBDIVISION.

CHAIRMAN OF THE PLANNING BOARD _____ DATE _____

NOTES

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

POINTS "A" TO "B" ARE NEW PROPERTY LINES.

PORTIONS OF THIS PROPERTY ARE CURRENTLY LOCATED IN THE AE 6.0' FLOOD ZONE.

ENVIRONMENTAL HEALTH SEPTIC TANK SUITABILITY CERTIFICATE

THE FOLLOWING STATEMENT SHALL BE PLACED ON ALL SUBDIVISION PLATS THAT INCLUDE BUILDING LOTS THAT DO NOT HAVE PUBLIC SEWER SERVICE AVAILABLE TO THEM:

LOT BY LOT EVALUATIONS HAVE BEEN MADE OF THIS SUBDIVISION FOR THE PURPOSE OF DETERMINING THE SUITABILITY OF THE SOIL FOR SEPTIC TANK WASTEWATER SYSTEMS TO SERVE THE FOLLOWING PROPOSED USE: _____ THE EVALUATIONS WERE BASED UPON THE MAP OF THIS SUBDIVISION DATED _____ AND PREPARED BY THE EVALUATIONS WERE MADE ACCORDING TO THE LAWS AND RULES FOR SEWAGE TREATMENT AND DISPOSAL SYSTEMS, SECTION 1900 OF THE NORTH CAROLINA ADMINISTRATIVE CODE. THE FOLLOWING ARE THE RESULTS OF THE EVALUATIONS:

ENVIRONMENTAL HEALTH OFFICER _____ DATE _____

- LEGEND
- EP-EXISTING IRON PIPE
- ER-EXISTING IRON ROD
- EQ-EXISTING CONCRETE MONUMENT
- EA-EXISTING AXLE
- EN-EXISTING NAIL
- EP-EXISTING PK NAIL
- POINT-NOTHING EXISTING OR SET
- NGS-NORTH CAROLINA GEODETIC SURVEY
- NGS-NATIONAL GEODETIC SURVEY
- R/W MONARCHDOT MONUMENT
- SIR-SET IRON PIPE
- SIR-SET IRON PIPE
- SCM-SET CONCRETE MONUMENT
- EAS-SET AXLE
- SN-SET NAIL
- SPK-SET PK NAIL
- OP-OVERHEAD POWER
- NOT HELD-NOT CONSIDERED PART OF SURVEY
- NHIL-NORMAL HIGH WATER LINE
- AEC-AREA OF ENVIRONMENTAL CONCERN
- NAV-NORTH AMERICAN VERTICAL DATUM
- NAD-NORTH AMERICAN HORIZONTAL DATUM
- PP-POWER POLE
- UT-UNDERGROUND TELEPHONE
- UW-UNDERGROUND WATER
- CL-GRILL HOLE
- RRS-RAIL ROAD SPIKE



LOT SPLIT FOR REINALDOA VALLECILLO JR DDS, PA
110 DAVIS BAY DRIVE
LOT 1 DAVIS BAY
TOWN OF BEAUFORT, BEAUFORT TOWNSHIP
CARTERET COUNTY, N.C.
SCALE 1"=100'

PRESENT OWNER REINALDOA VALLECILLO JR DDS, PA
DEED REF: BOOK PAGE 772-559
MAP REF: BOOK PAGE 28-889
TAX PIN: 731506490875000
SHEET: 1 OF 1
JOB #: 24-026
DATE OF FIELD SURVEY: 4-5-2024
DATE OF MAPPING: 4-6-2024

REVISIONS
9/25/2025 LOT DIVISION

SURVEY BY: JIP DRAWN BY: JIP CHECKED BY: JIP

JAMES I. PHILLIPS LAND SURVEYING
PO BOX 2103, 379 Arrington Rd., Beaufort, N.C. 28516
252-728-5848 phone jphillipsurvey@gmail.com



Town of Beaufort, NC

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**Town of Beaufort Planning Board Regular Meeting
6:00 PM Monday, January 20, 2026 – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case 26-02 Subdivision – 150/153 Kelly Drive
Preliminary & Final Plat

BRIEF SUMMARY:

To recommend to the Board of Commissioners approval or denial of the proposed subdivision preliminary & final plat of 150/153 Kelly Drive.

REQUESTED ACTION:

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

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Michelle Eitner
Town Planner

BUDGET AMENDMENT REQUIRED:

N/A



STAFF REPORT



To: Planning Board Members
From: Michelle Eitner, Town Planner
Date: January 20, 2026
Case No. 26-02 Subdivision – 153 Kelly Drive Preliminary & Final Plat

THE REQUEST: To recommend to the Board of Commissioners approval or denial of the proposed preliminary & final plat subdivision of 150/153 Kelly Drive

INFORMATION:

Location: 150/153 Kelly Drive (ETJ)
Property Owners: Pamela Smith Kelly Guthrie/ Chris & Cindy Atchley
Applicant: Tidewater Associates Inc
Zoning District: R-20 Residential Single-Family District
Size: 7.32 total acres, subdivided: 4.97a Tract A (153 Kelly) and 2.35a Tract B (150 Kelly)
Existing Land Use: Tract A = Single-Family, Tract 2 = vacant (with accessory structure)
Proposed Land Use: Single-Family
Utilities: Existing private well at Tract A/Existing Carolina Water Service meter at Tract B
Existing septic system at Tract A/Proposed engineered septic system for Tract B

OPTIONS:

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

ATTACHMENTS:

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

STAFF COMMENTS:

This preliminary/final plat request came before the Planning Board on July 15, 2024 ([7.15.24 meeting packet and minutes linked here](#)) and was recommended for approval. The Board of Commissioners received this recommendation on August 12, 2024 and unanimously approved the subdivision as presented ([8.12.24 meeting packet and minutes linked here](#)).

Pursuant to Beaufort Subdivision Ordinance Article VII Section 4 Subsection 4.17 (now incorporated verbatim in LDO as Section 34.G.4.13) required “*Recording of the final plat.* The subdivider shall file the approved final plat with the Register of Deeds of Carteret County for recording within 60 days after the date of the Board of Commissioners’ approval; otherwise, such approval shall be null and void.”

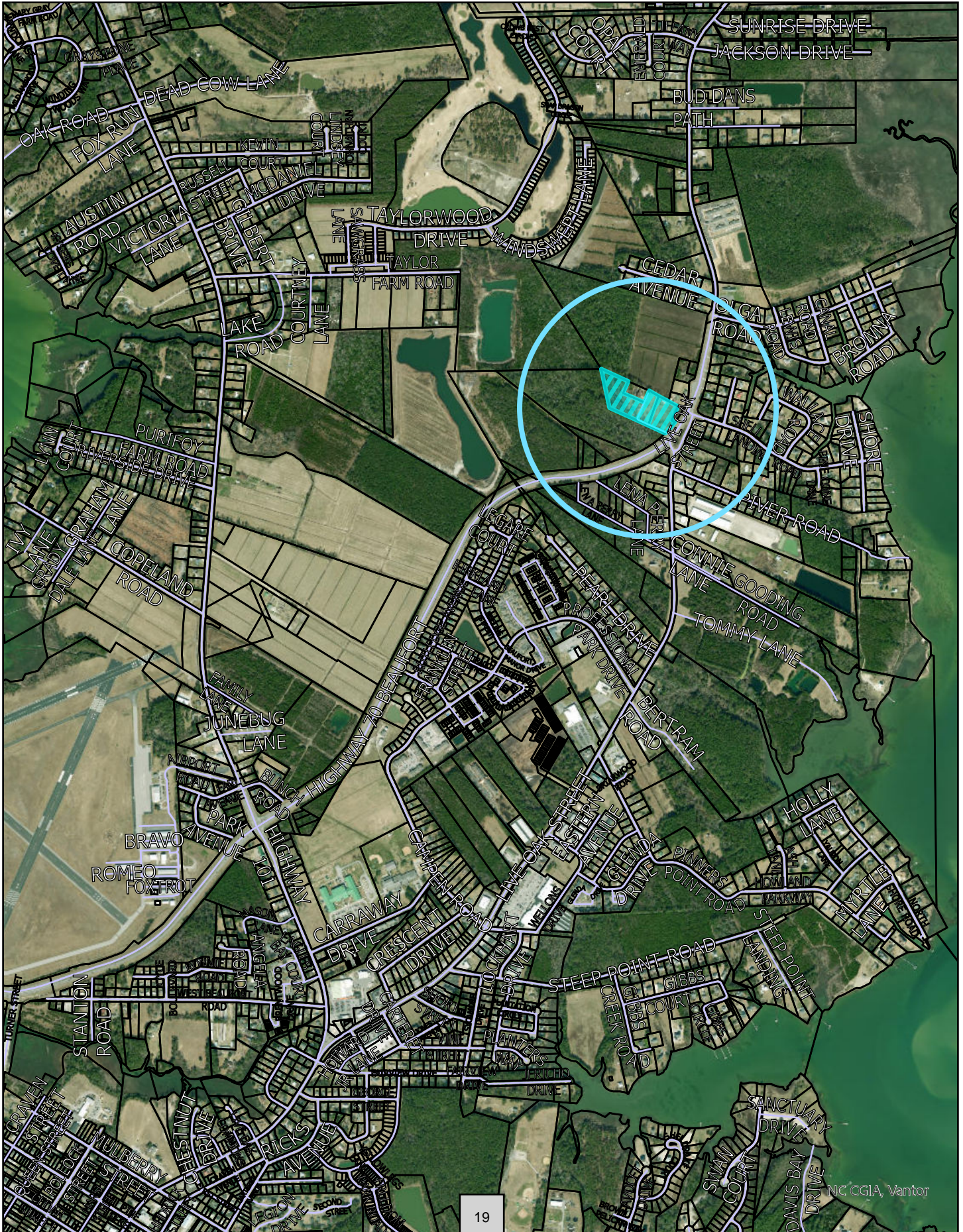
The plat was not recorded within 60 days of the Board of Commissioners’ approval, so the subdivision approval was no longer valid. A deed was filed on May 2, 2025 that established the subdivision illegally. Pursuant to LDO Section 34.C., “No subdivision within the Town’s planning and development regulation jurisdiction shall be filed or recorded until it shall have been submitted to and approved by the Town Board as herein provided, and until this approval shall have been entered on the face of the plat in writing by the Mayor and the Town Clerk. No person shall commence or proceed with development or with a subdivision of land without first securing approval under this section from the Town.”

The Town became aware on November 17, 2025 that the seller/owner violated the Town’s subdivision ordinance when the deed was recorded. Town Attorney Arey Grady advised staff and property owners that the best path forward would be for the property owners to re-apply for subdivision review.

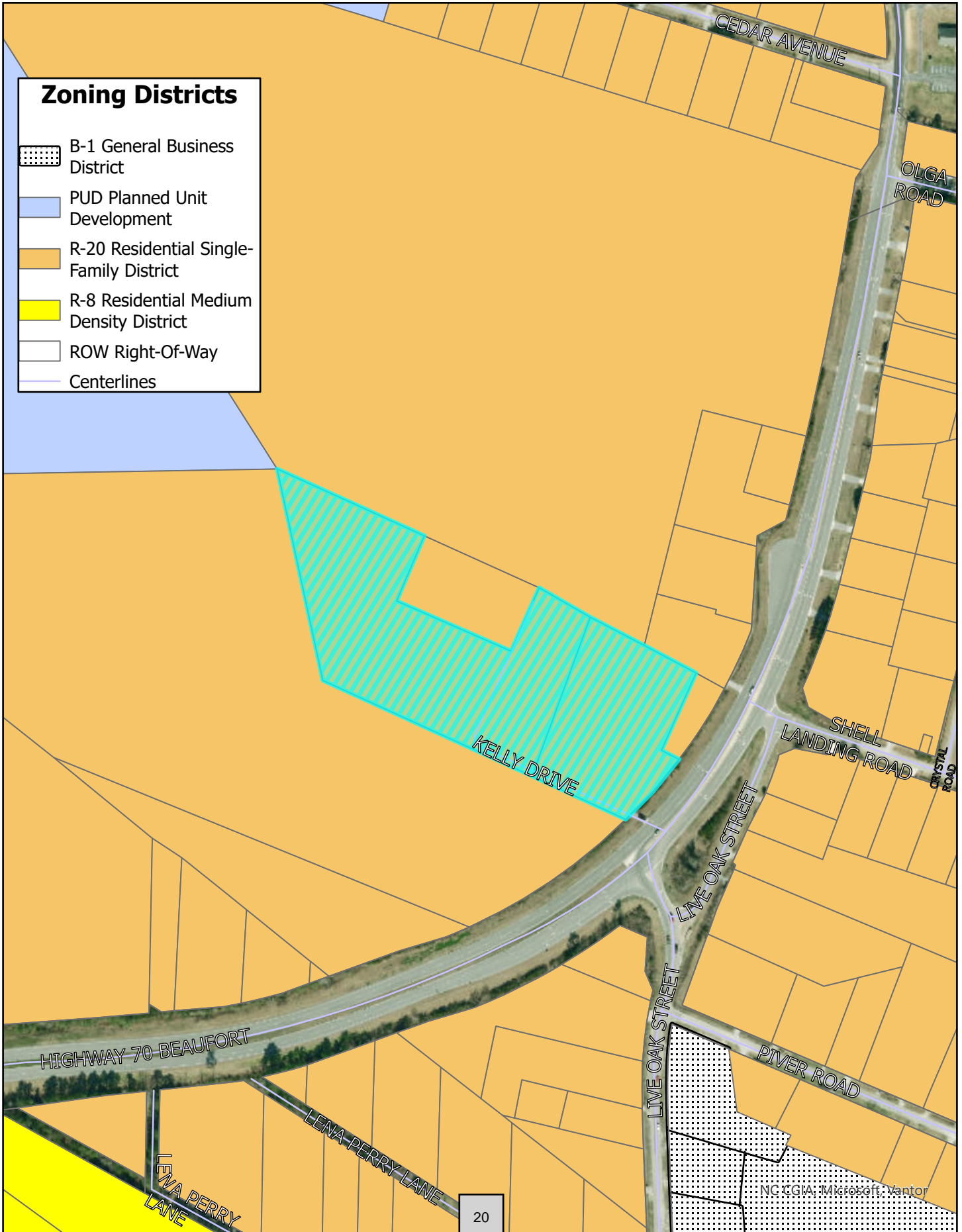
This request has not changed from what was approved in August 2024. Applicable ordinances have not changed in the meantime. The Town’s Fire Marshal has reviewed and carried forward the fire code requirements of the 2024 approval, shown in Note #9 on the proposed plat.

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

Case 26-02 150/153 Kelly Dr Prelim/Final Subdivision Vicinity Map



Case 26-02 150/153 Kelly Dr Prelim/Final Subdivision Zoning Map





APPLICATION FOR A PRELIMINARY SUBDIVISION PLAT

Instructions:

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

APPLICANT INFORMATION

Applicant Name: TIDEWATER ASSOCIATES INC
Applicant Address: 1069A CEDAR POINT BLVD, CEDAR POINT, NC 28584
Phone Number: (252) 393-6101 Email: JEDMONDSON@TIDEWATERENC.COM

Property Owner Name: CHRIS ATCHELY
Address of Property Owner: 150 KELLY DR
Phone Number: (252) 450-5386 Email: EVERYTHINGINTERIOR2016@GMAIL.COM

PROPERTY INFORMATION

Property Address: 153 KELLY DR
15-Digit PIN #: 731703009982000 Lot/Block #: _____
Size of Property (in square feet or acres): 7.32 Current Zoning: _____

Applicant Signature: [Signature] Date of Signature: 12-29-25
Property Owner Signature (if different than above): [Signature] Date of Signature: 12-29-25

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

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

OFFICE USE ONLY Revised 8/2020
Date: 12/29/25 Reviewed for Completeness By: _____
Received by: Michelle Eutner Date Deemed Complete and Accepted: _____

26-350



APPLICATION FOR A FINAL SUBDIVISION PLAT

Instructions:

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

APPLICANT INFORMATION

Applicant Name: TIDEWATER ASSOCIATES INC
Applicant Address: 1069A CEDAR POINT BLVD, CEDAR POINT, NC 28584
Phone Number: 252-393-6101 Email: JEDMONDSON@TIDEWATERENC.COM
Property Owner Name: CHRIS ATCHLEY
Address of Property Owner: 150 KELLY DR
Phone Number: 252-450-5386 Email: EVERYTHINGINTERIOR2016@TIDEWATERENC.COM

PROPERTY INFORMATION

Property Address: 153 KELLY DRIVE
15-Digit PIN: 731703009982000 Lot/Block Number: _____
Size of Property (in square feet or acres): 7.32 Current Zoning: _____
12-29-25
Applicant Signature _____ Date of Applicant's Signature _____
Cindy Atchley 12-29-25
Property Owner Signature (if different than applicant) _____ Date of Owner's Signature _____

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

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

OFFICE USE ONLY Revised 08/2020
Date: 12/29/25 Reviewed for Completeness By: _____
Received by: Michelle Estner Date Deemed Complete and Accepted: _____

- Legend:**
 C/L - Centerline
 CP - Computed Point
 D.B. - Deed Book
 EA - Existing Aisle
 EIP - Existing Iron Pipe
 EIR - Existing Iron Rod
 Ex. - Existing
 M.B. - Map Book
 ohpl - Overhead Power Line
 Pg. - Page
 PP - Power Pole
 R/W - Right-of-way
 SIR - Set Iron Rod
 SMN - Set Mag Nail

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 adopt this plan of subdivision with my free consent, established minimum building setback lines, and dedicate all streets, alleys, walks, parks, and other sites and easements to public or private use as noted. Furthermore, I hereby dedicate all sanitary sewer, storm sewer and Water lines to the Town of Beaufort.

Date _____ Owner(s) _____

Certificate or 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 specifications and standards in the TRACT ON U.S. HIGHWAY 70, AND AT #153 KELLY DRIVE Subdivision or 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 _____

Certificate of Approval for Recording

I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision Regulations for Beaufort, North Carolina, and that this plat has been approved by the Board of Commissioners for recording in the office of the Register of Deeds of Carteret County.

Date _____ Town Clerk, Beaufort _____

Certification of Approval by the Planning Board

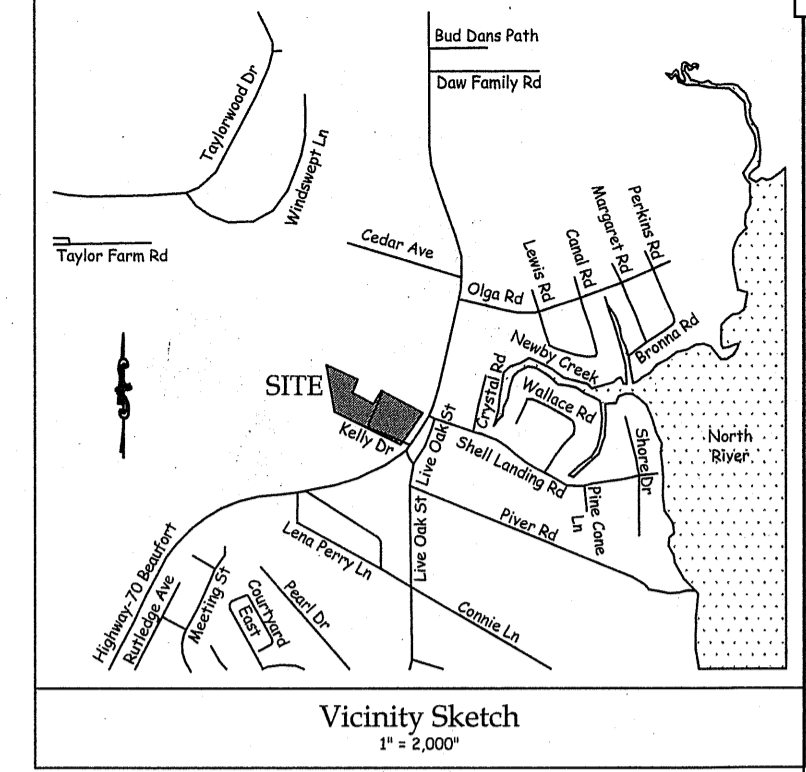
The Beaufort Planning Board hereby approves the final plat for the TRACT ON U.S. HIGHWAY 70, AND AT #153 KELLY DRIVE subdivision.

Date _____ Chairman, Beaufort Planning Board _____

I, Edwin N. Foley, Professional Land Surveyor L-2884, certify to one of the following as indicated:

- a. That the survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.
- b. That the survey is located in a portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land.
- c. Any one of the following:
 1. That the survey is of an existing parcel or parcels of land or one or more existing easements and does not create a new street or change an existing street. For the purposes of this subsection, an "existing parcel" or "existing easement" is an area of land described in a single, legal description or legally recorded subdivision that has been or may be legally conveyed to a new owner by deed in its existing configuration.
 2. That the survey is of an existing feature, such as a building or other structure, or natural feature, such as a watercourse.
 3. That the survey is a control survey. For the purposes of this subsection, a "control survey" is a survey that provides horizontal or vertical position data for support or control of other surveys or for mapping. A control survey, by itself, cannot be used to define or convey rights or ownership.
 4. That the survey is of a proposed easement for a public utility as defined in G.S. 62-3.
- d. That the survey is of another category, such as the recombination of existing parcels, a court-ordered survey, or other exemption or exception to the definition of subdivision.
- e. That the information available to the surveyor is such that the surveyor is unable to make a determination to the best of the surveyor's professional ability as to provisions contained in (a) through (d) above.

Edwin N. Foley, P.L.S., L-2884



I, Edwin N. Foley, certify that this map was drawn under my supervision from an actual survey (Deed and Plat references as shown hereon), made under my supervision, completed on 12/01/2022, that the ratio of precision or positional accuracy is 0.1", that the boundaries not surveyed are shown as broken lines drawn from sources noted, that this map was prepared in accordance with G.S. 47-30 as amended, this map was prepared for recording purposes.

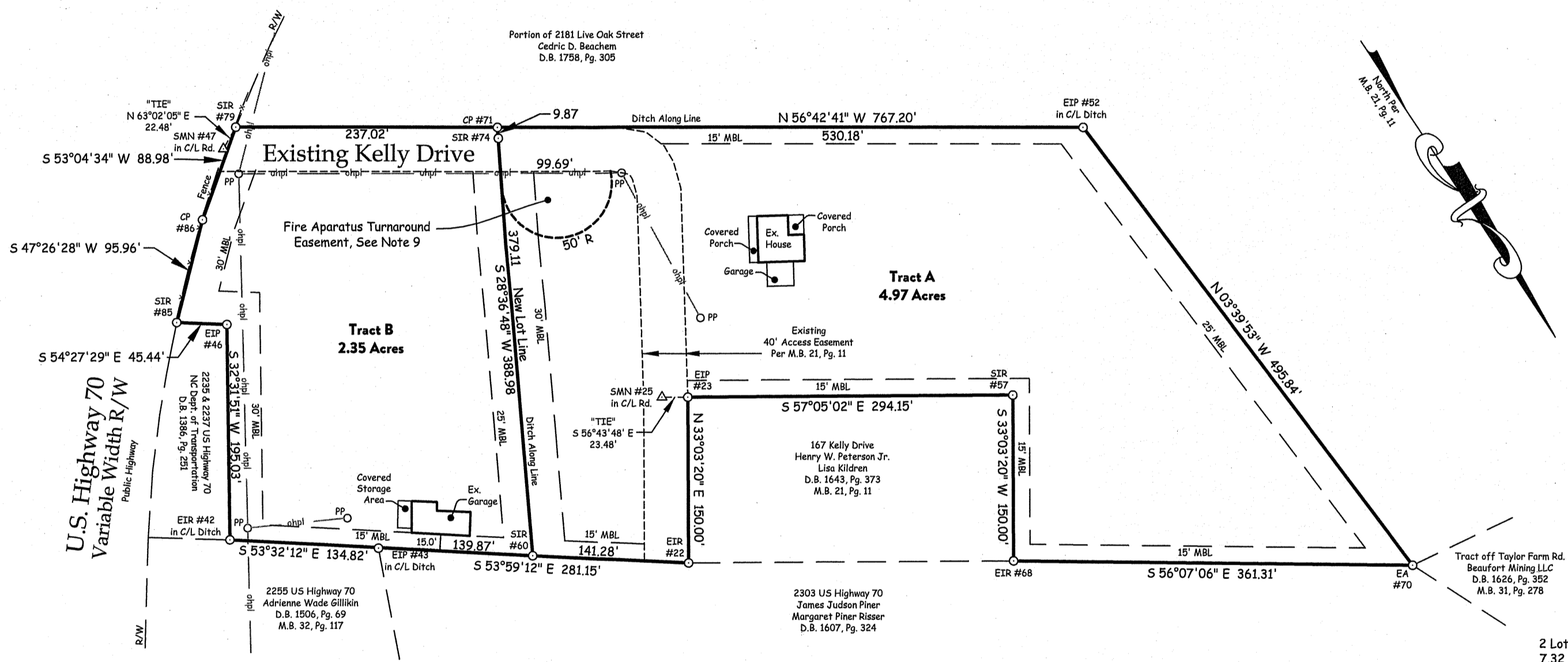
Witness my original signature, license number and seal this _____ day of _____ AD 2023.
 Edwin N. Foley, P.L.S., L-2884

NORTH CAROLINA.....CARTERET COUNTY
 I, _____ Review Officer of CARTERET County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Date _____ Review Officer _____

Filed for registration and recorded in Map Book _____
 Page _____ this _____ day of _____, 2023,
 at _____ o'clock _____ M.

Register of Deeds
 By _____



2 Lots
 7.32 Acres
 Deed Ref:
 D.B. 470, Pg. 265
 M.B. 21, Pg. 11
 Pin #: 731703007898000
 Zone: R-20 ETJ

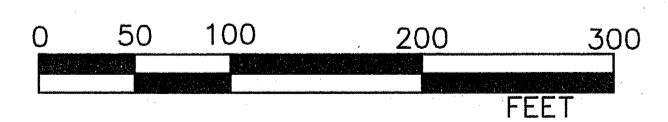
Final Plat

SUBDIVISION OF 153 KELLY DRIVE
 Town of Beaufort, Carteret County, North Carolina

Owner:
Pamela Ann Smith Kelly
 153 Kelly Drive
 Beaufort, NC 28516
 252-241-4989

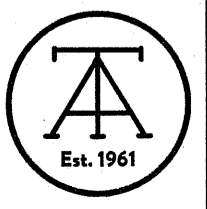
DATE: 06/17/2024

SCALE: 1" = 100"



TIDEWATER ASSOCIATES, INC.

Engineers - Surveyors - Planners
 Cedar Point, North Carolina
 604E Cedar Point Blvd.
 Phone: (252) 393-6101 - www.TidewaterENC.com
 N.C. Firm License Number: F-0108



NOTES:

1. Subject Property will be in Flood Zone "X" Per FIRM CPN 375346 7317 J (Town of Beaufort) Effective: 07/16/2003
2. No record search done by or furnished to surveyor in regards to zoning, setbacks, easements or restrictions.
3. All distances are horizontal ground, U.S. survey feet.
4. Area calculated by coordinates.
5. Adjoining property Information per Carteret County Tax Records.
6. No NCDOT R/W monuments found; Hwy 70 R/W line set at 1' behind control access fences.
7. The existing residence at Tract "A" has an individual septic system and private well. Tract "B" has septic system engineered option permit CDP#225234 issued 6/5/24, and existing water meter through Carolina Water Service of North Carolina (CWSNC).
8. Existing structures per Carteret County GIS aerial photography.
9. The 100' diameter access easement is reserved for a future fire apparatus road cul-de-sac turnaround. The portion of Kelly Drive across Tract "B" shall be upgraded to fire apparatus road standards at time of building permit, and shall be a minimum of 20' wide with minimum unobstructed vertical clearance of 13.5', and be rated to support of 75,000 lbs.

Setbacks - Front: 30'
 Side: 15'
 Rear: 25'

COGO: 22581.erd
 Project: 22581
 Filename: 22581Division.dwg
 Drawn By: SRH