

Planning Commission

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr.
Council Chambers

February 22, 2023

I. CALL TO ORDER

Chairperson Denmark called the meeting to order at 6pm.

II. ROLL CALL

PRESENT

Chairperson Amanda Jackson Denmark
Vice Chairman Charlie Wetmore
Commissioner Kathleen Duncan
Commissioner Rich Delcore
Commissioner Lydia DePauw

ABSENT

Commissioner Jason Stewart
Commissioner Jim Flynn

III. NOTICE REGARDING ADJOURNMENT

The Planning Commission will not hear new items after 9:30 p.m. unless authorized by a majority vote of the Commission Members present. Items which have not been heard before 9:30 p.m. may be continued to the next regular meeting or a special meeting date as determined by the Commission Members.

IV. NOTICE REGARDING PUBLIC COMMENTS*

Every member of the public who is recognized to speak shall address the Chairman and in speaking, avoid disrespect to Commission, Staff, or other members of the Meeting. State your name and address when speaking for the record. COMMENTS ARE LIMITED TO THREE (3) MINUTES.

V. ADOPTION OF THE AGENDA

Vice Chairman Wetmore made a motion to adopt the agenda.

Seconded by Commissioner Duncan.

Voting Yea: Chairperson Jackson Denmark, Vice Chairman Wetmore, Commissioner Duncan, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

VI. ADOPTION OF MINUTES

1. January 25, 2023 Minutes

Commissioner Duncan made a motion to adopt the minutes.

Seconded by Commissioner Delcore.

Voting Yea: Chairperson Jackson Denmark, Vice Chairman Wetmore, Commissioner Duncan, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

VII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA*

VIII. OLD BUSINESS

IX. NEW BUSINESS

- 1. Pinellas Drive Offices (Development Plan Application):** A request by Jared Thompson of Moore Civil Consulting, Inc., on behalf of the property owner Ken Toskey for approval of a preliminary development plan. The project consists of the construction of three office buildings totaling 12,600 S.F., associated driveways, parking areas, and bioretention areas. The property is zoned Buckwalter Planned Unit Development and consists of approximately 1.5 acres identified by tax map numbers R610 022 000 1143 0000 located within the Buckwalter Commons Phase 1 Master Plan. (DP-11-22-017433) (Staff - Dan Frazier)

The applicant was in attendance. Staff presented. There was discussion about landscaping, sidewalks, architecture and parking.

Vice Chairman Wetmore made a motion to approve the application with the following conditions:

- 1) Provide a minimum width of 5 feet for all sidewalks; and
- 2) The applicant is to work with staff on the proposed use of the restaurant.

Seconded by Commissioner Delcore.

Voting Yea: Chairperson Jackson Denmark, Vice Chairman Wetmore, Commissioner Duncan, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

- 2. Compass Self Storage (Development Plan Application):** A request by Jonathan Steele of Compass TPC, LLC, on behalf of the property owner, Marilyn Faulkner of MFF Enterprises, LLC, for approval of a preliminary development plan application. The project consists of two 2-story climate-controlled storage buildings totaling 113,544 square feet including a retail sales/rental office and incidental truck rentals. The property is zoned Jones Estate PUD and consists of approximately 3.21 acres identified by tax map numbers R610-036-000-0458-0000 and R610-036-000-0459-0000 and located at the intersection of Gibbet Road and Highway 170 within the Palmetto Point Commercial Master Plan. (DP-09-22-017236) (Staff – Dan Frazier)

The applicant was in attendance. Staff presented. There was discussion about the neighboring development affecting the project's parking.

Commissioner Delcore made a motion to accept the application as submitted.

Seconded by Vice Chairman Wetmore.

Voting Yea: Chairperson Jackson Denmark, Vice Chairman Wetmore, Commissioner Duncan, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

- 3. Buckwalter Place Lot 100 (Development Plan):** A request by Dan Keefer of Witmer Jones Keefer, Ltd on behalf of the property owner, Jaz Development, LLC for approval of a preliminary development plan application. The project proposes the construction of two mixed-use buildings with building "A" including a +/-1,500 SF restaurant and +/-5,100 SF retail space, and building "B" including a +/-7,000 SF two-story office space and a +/-1,500 SF single-story office space. The property is zoned Buckwalter Planned Unit Development and consists of approximately 1.5 acres identified by tax map number R610 030 000 2002 0000 located within the Buckwalter Place Master Plan. (DP-11-22-017374) (Staff - Dan Frazier).

The applicant was in attendance. Staff presented. There was discussion about sidewalks, crosswalks, and parking.

Commissioner Delcore made a motion to approve with the following conditions:

- 1) Work with staff to mitigate traffic safety concerns about the northernmost parking spaces; and
- 2) Provide off-site crosswalk striping on Road L adjacent to the proposed sidewalk.

Seconded by Commissioner DePauw.

Voting Yea: Chairperson Jackson Denmark, Vice Chairman Wetmore, Commissioner Duncan, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

- 4. The Parkways Office at Hampton Lake (Development Plan Application):** A request by Caleb King of Witmer Jones Keefer, Ltd on behalf of the property owner, University Investments, LLC for approval of a preliminary development plan. The project proposes the construction of two 3-story buildings totaling 10,000 sq. ft. each, one 2-story building of 7,000 sq. ft., and the associated access, parking, and utilities to serve the buildings. The property is zoned Buckwalter PUD and consists of approximately 5.31 acres, identified by tax map numbers R614-029-000-0784-0000 and R614-029-000-0485-0000 located within the Hampton Lake Master Plan. (DP-10-22-017335) (Staff – Dan Frazier)

The applicant was in attendance. Staff presented. There was discussion about tree size, parking, dumpster location and walkway connections.

Commissioner DePauw made a motion to approve the application with the following condition:

- 1) The proposed flex space development will be limited to 2,000 sq. ft. of restaurant use, 6,000 sq. ft. of retail use, and 19,000 sq. ft. of office use.

Seconded by Commissioner Delcore.

Voting Yea: Chairperson Jackson Denmark, Vice Chairman Wetmore, Commissioner Duncan, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

- 5. Alston Park Phase 3 (Initial Master Plan):** A request by Dan Keefer of Witmer Jones Keefer, LTD, on behalf of Village Park Communities, LLC, for approval of a master plan. The project

consists of a maximum of 76 dwelling units, park/open spaces, and related infrastructure. The property is zoned New Riverside PUD and consists of approximately 63 acres identified by tax map numbers R610 035 000 0019 0000 and R610 035 000 0846 0000 and commonly referred to as New Riverside Parcel 5A South located east of New Riverside Road. (MP-04-22-016566) (Staff – Dan Frazier)

The applicant was in attendance. Staff presented.

Public Comment

Bill Scampoli, 63 Grovewood Drive. Mr. Scampoli is concerned about trees being cut down, safety, and the new road potential.

James Latchford, 11 Grovewood Drive. Mr. Latchford discussed the new road potential, gate access and location, traffic assessment, sidewalk cost, and speeding in the neighborhood.

Laura Markovitch, 75 Grovewood Drive. Ms. Markovitch discussed concerns about trees being removed behind her lot.

Mike Lucas, 57 Gatewood Lane. Mr. Lucas is concerned about losing the trees and it being clear cut with the new development.

Gerald (Gary) Nuckolls, 87 Grovewood Drive. Mr. Nuckolls is concerned about losing the premium lot view and a drop in property value, the clear cutting of trees, and how close will the curb line be to his fence line.

Mary Docka, 33 Benton Circle. Ms. Docka is concerned about how the proposed section will be gated but the other parts of Alston Park can't get in. She believes two accesses are needed with this many more houses being added.

The applicant discussed how Holly Hill Lane is a right-of-way operated by Beaufort County. The distance of the buffer and property lines were also discussed.

Richardson LaBruce, Town Attorney, provided a background on the New Riverside development agreement and it's density. Mr. LaBruce also reviewed what the Planning Commission is allowed to review and discuss.

Commissioner Delcore made a motion to recommend approval to Town Council with the following conditions:

- 1) The first phase of development shall be the construction of Holly Hill Lane from New Riverside Road to the development's entrance at Benton Circle, to include connectivity to the Alston Park development to the north. Construction of the road will initially consist of a sub-base and binder course, with the topcoat to be added prior to Final Certificate of Construction Compliance;
- 2) Holly Hill Lane shall serve as the only construction road for the development;
- 3) The Applicant shall update the master plan to show an asphalt pathway 8 feet in width within the Holly Hill Lane buffer;
- 4) The master plan is conceptual in nature, allowing for the Applicant to work with Town Staff to save as many trees as practicable at time of development plan submittal;

5) Provide an 8-foot wide asphalt path along the south side of Holly Hill Lane from the existing path on New Riverside Drive to Benton Circle; and

6) Consider providing a fenced buffer along the north side of Holly Hill Lane adjacent to the residential homes that back up to Holly Hill Lane from New Riverside Drive to Benton Circle.

Seconded by Commissioner Duncan.

Voting Yea: Chairperson Jackson Denmark, Vice Chairman Wetmore, Commissioner Duncan, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

X. DISCUSSION

XI. ADJOURNMENT

Vice Chairman Wetmore made a motion to adjourn.

Seconded by Commissioner Duncan.

Voting Yea: Chairperson Jackson Denmark, Vice Chairman Wetmore, Commissioner Duncan, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

The meeting adjourned at 7:39pm.