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City of Beaufort
1911 Boundary Street
Beaufort Municipal Complex
Beaufort, South Carolina 29902
(843) 525-7070

**Planning Commission Regular Meeting Agenda
August 18, 2025**

Statement of Media Notification

"In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, all local media was duly notified of the time, date, place and agenda of this meeting."

Regular Meeting - Council Chambers, 2nd Floor - 5:00 PM

Please note, this meeting will be broadcast via zoom and live-streamed on Facebook. You can view the meeting at the City's page; City Beaufort SC

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Minutes**
 - A. Worksession July 7, 2025 Minutes
 - B. Regular July 21, 2025 Meeting Minutes
- IV. Questions Relating to Military Operations**
- V. Discussion**
 - A. Accessory Dwelling Units (ADU's)/Short Term Rentals (STRs)
- VI. Adjourn**



Planning Commission

Work Session Minutes – July 7, 2025

CALL TO ORDER

3:27

A work session of the Planning Commission was called to order by Chairman Mike Tomy and was held in-person in the Planning Conference Room on July 7, 2025, at 1:00 PM. The meeting was recorded and streamed on Facebook in accordance with City Policy.

ATTENDEES

Members were in attendance: Mike Tomy, Chairman, Bill Bardenwerper, Vice-Chairman, Kim McFann, Benjie Morillo, Bill Suter, and Libby Anderson..

Staff in attendance: Curt Freese, Community Development Department Director, and Christopher Klement, Planner III.

CHAPTER 8: ENVIRONMENTAL & RESOURCE PROTECTION

Chairman Tomy asked that everyone attending to state their name and what area they represent.

PC Members: Libby Anderson, Hermitage neighborhood, Benjie Morillo, Pigeon Point, Mike Tomy, Downtown, Bill Bardenwerper, Bay Street, Bill Suter, Northwest Quadrant, Kim McFann, Old Commons, Clinton Hallman, City Walk. **Staff:** Curt Freese, Planning Director, City of Beaufort, Christopher Klement, Planner III, City of Beaufort. **Public:** Paul Trask, representing himself, Dianne Farrelly, Oakhaven area, Grant McClure, Coastal Conservation League, Francis Ackerman, Pigeon Point, Greg Braswell and wife Stephanie, Pigeon Point and Higginsville, Thomas Velasco and Myra Belasco, representing themselves and Higginsville, Jill Rubin and Tom Rubin, Higginsville and Patricia Dankford, representing herself.

Before going over the code amendments, Mr. Tomy addressed the comments regarding Chapters 7 and 9 that the Planning Commission (PC) had received back from the Chamber of Commerce, dated July 3, 2025, via City Manager's Office and City Council, however which they had not commented on yet. Mr. Tomy noted that the Chamber's comments had been made on an older version of the Code revisions and some of their comments may have already been addressed. Mr. Tomy stated that he would be attending the City Council meeting that following night. Mr. Hallman suggested that PC should ask the Chamber of Commerce to make comments on the most recent draft.

Public comment:

Paul Trask, 608 Bladen Street, stated the PC is taking this situation more calmly than he would. The Chamber of Commerce never once sent a representative to any work session planning meetings or a regular meeting. Mr. Trask stated he would let City Council know about this at their next meeting on July 8, 2025.

Dianne Farrelly asked if the public would have access to the Chamber of Commerce comments so that we can review them as well. Mr. Tomy said that will be a decision of City Council. Ms. Farrelly was advised that at least 40 to 50 % of the comments were questions or regarding scrivener's errors.

Paul Trask, 608 Bladen Street, asked when the PC begins to go through a paragraph in a certain chapter, "Do you want the comments at that time". Mr. Tomy responded by saying, "no, but if they have more specific comments for a chapter, then can voice them at that time, too".

Brett Braswell, 2200 Wilson Drive, representing Pigeon Point and Higginsville, addressed Accessory Dwelling Units (ADUs) and Section 4.5.3 pertaining to carriage houses and asked the PC to revisit this section pertaining to two ADUs on a T3-N and T4 lot. He understands homeowners wanted to have a granny flat or an in-law cottage in their backyard, but that isn't what we have now. The area has a few properties with two ADUs on them and one is at the end of Lafayette Street. He referred to an existing ADU on Church Street. He also referred to a video conference that a few people attended regarding major cities that were dealing with the same topic back in December and none of the participating municipalities including Denver, Nashville, or Louisville had two ADUs on any property.

Francis Ackerman, 2407 Pigeon Point Road, said she took a survey of neighbors and submitted a petition with 238 signatures back in October asking to go to the one ADU and also asking for it to be an "owner on premises" situation rather than somebody buying the properties to rent them as three separate units without living on the property and having any oversight on property regarding noise, parking, etc. She stated safety is a concern, the streets are narrow without sidewalks. Traffic will become a problem, and the emergency vehicles will have issues getting in and out. She referred to the rental business license and stated it is per property not per individual.

Jill Rubin, 2001 Lafayette Street, referred to property on Lafayette Street that has four structures across the front of the property and then there is a compound in the back of the property. Her house backs up to the two sides of the compound. Her property now floods, and there is still a bunch of construction going on. Her pond floods and runoff is going into the Marsh. We've had an alligator in the pond now and worried about liability issues. She was told they did not have to pull a permit or get approval since it was only one house and 2 units. Traffic will become an issue as well as parking. Ms. Rubin asked if an owner has one ADU, can you limit the size to be 700 or 800 feet to make it a true cottage and ask if a community can opt out of ADUs if there's enough support that it is not wanted?

Thomas Belasco, 1402 Palmetto Street, said he is new to the area. He came here in November and loves the area. He served on the Planning Board in New Jersey and witnessed the ADUs turning into rentals. He referred to the housing crisis. By having short term rentals, the community loses the connection with their neighbors. Parking will be a big issue and will create congested streets for emergency vehicles. He referred to the definition of a Short Term Rental in Beaufort.

Tom Rubin, asked how long it takes to change a Code. Chairman Tomy stated that the PC is not changing the Code as a whole, but doing it in segments. After our review, it will need to be reviewed and approved by City Council. Mr. Rubin referred to the subdivision/compound that is being built and stated their silt fencing has gone into their pond which is a protected waterway. He said they have a main drain that goes right there at the compound that goes straight to the marsh and the sediment and silt has gone through the sewer line and out to the marsh. Nothing is being done, and he is frustrated.

Jill Rubin, said the only reason we are asking how long it will take is because a Airbnb person is looking at buying this and they already have a house in Beaufort, so they are looking to buy these three homes to turn

into three more Short-Term Rentals. This will be a disaster for us for the next year. Chairman suggested writing a letter to the City.

Public comment closed.

Chairman Tomy asked for an update on the Waterfront Park Advisory Committee. Mr. Suter said there is no design yet, but a meeting took place about two weeks ago where the engineering firm gave a presentation. There were no comments about the condition of the park. The engineer talked about what was happening with the platform. They are evaluating various ideas on how the problem will be solved. The park was shut down the following Friday after they came to the City with a finalized report. But at the meeting, the engineer did not say there was imminent danger. Ms. McFann asked when the next meeting will be. Mr. Suter is not sure of the date yet.

Chairman Tomy gave an update regarding further work on the demolition section of Chapter 7. A Committee was formed but it was not made official by City Council, but will be part of their August agenda. This will have a lot to do with how we structure the demolition section. Mr. Freese referred to 3.11.2 and 4.5.3 of the Code. PC agreed to put on their next regular meeting a discussion item about Short-Term Rentals and ADUs.

PC discussed section 8.2 Critical Area Buffer. Mr. Freese referred to the email he sent out regarding the City Attorney's answers to the PC's questions. Mr. Klement showed the City of Beaufort Wetlands Map that was created by the city's GIS Technician, Kat Kirkland, which was previously shared with the board members. The map incorporates the two buffer delineations of 30 feet and 50 feet for further consideration of such provisions within the Code. Currently in Section 8 the critical area buffer lines for conventional districts is 50 feet minimum and for transect based zoning districts is 30 minimum feet. Ms. McFann suggested tightening the language in this section because there are a lot of terms being used but only one definition. Mr. Bardenwerper referred to 8.2.2 and Ms. Anderson's comments dated June 3, 2025.

Grant McClure, Coastal Conservation League (CCL), stated CCL would like to see a buffer on both the critical area and the freshwater isolated wetlands 50 feet applied to the PUDs, 50 feet in the conventional district and 30 feet in the transect areas. He referred to Airport Junction and suggested this area be 50 feet.

PC reached consensus regarding the following numerous provisions in Section 8 to be taken up for action at the next regular meeting, and points were included in the red line draft maintained by staff and updated during the meeting by Christopher Klement under the direction of PC members, including the following:

- Section 8.2.2 under Applicability and Size, change the name OCRM to Department of Environmental Services (DES) - Bureau of Coastal Management (BCM).
- Section 8.2.2.A change sentence to read, Single-family dwelling units, 2-3 unit uses; 30 feet minimum.
- Section 8.2.2.B. change to read, Any other uses (i.e.: multi-family, commercial, industrial); 50 feet minimum.
- Section 8.2.2 - add a new item C to read, Septic systems including drain-fields; 100 feet minimum.
- Section 8.4 under Stormwater, add a new section 8.3 titled Wetland Buffers and Standards.
- New Section 8.3.1, Purpose, put the sentence, The purpose of the wetlands buffer is to protect wetlands shown on the Beaufort County's Wetlands Map that are not otherwise protected by the Critical Area Buffers.
- New Section 8.3.2 Applicability and Size, add the following:
 - A. Wetlands Buffer shall be established on all property located adjacent to a wetland as shown on the County's Wetlands Map. The buffer shall be measured inward from the edge of the critical line, as shown on the County's Wetlands Map in the following increments:

1. Transect-based districts, single-family dwelling units, 2-3 units; 20 feet minimum;
 2. Any other uses (i.e. multifamily, commercial, industrial); 50 feet minimum.
 3. Septic systems, including drain-fields; 100 feet minimum.
- Make a section entitled, Section 8.3.4 (Wetlands) Exceptions, add the sentence
 - (a) The following bodies of water are exempt from these wetlands buffer requirements:
 1. Ponds and wetlands less than half an acre in size.
 2. Stormwater retention facilities, swales, ditches, raingardens.
 3. Ephemeral streams.
 - (b) The Zoning Board of Appeals (ZBOA) may grant an exemption based on the following:
 1. There are extraordinary and exceptional conditions pertaining to the particular piece of property. For example, the exemption is justified because of topographic or other special conditions unique to the property and development involved, in contradistinction to the mere inconvenience of financial disadvantage.
 - Section 8.3.2.(A) change Code Administrator to by this Code.
 - Take out the term Wetlands Buffer wherever it appears and call it a Protected Water Buffer.
 - Section 8.3.1 under Purpose, add word waters after the word protect.
 - Section 8.3.2.A - remove the sentence including without limitation non-tidal waterways and bodies of water, unless exempted by this Code.
 - Section 8.3.3 - Wetlands Standards under A under General Requirements, remove entire paragraph #1.
 - Section 8.3.2.A under Applicability, add at the beginning, The City of Beaufort adopts the standards set forth in The Town of Bluffton's Stormwater Design Manual (SWDM) amended on March 11, 2025, if applicable for all in progress development, proposed development, redevelopment, and major substantial improvements and then remove all the other information within this paragraph.
 - Section 8.3.2.B add after the word any, disturbed area greater than 5,000 square feet on a single lot of record.

The PC talked about McCormick Taylor. There was discussion of the "compound" on Lafayette Street.

Paul Trask, stated that the PC already mentioned stormwater ponds, which is an important example. He suggested that the PC should create an exemption based on a collective Planning Commission judgement. He referred to the new restaurant with the tall bluff.

Ms. McFann feels it would be good to have the Engineer at the PC's next meeting for questions.. She suggested the PC defer this section (8.3.2 and 8.3.3) until after discussion with the Engineer. Ms. Anderson suggested maybe the PC should share a revised copy of what was talked about today with them.

PC did not have a chance to review Chapter 2 Maps and Districts, Chapter 3 Land Use Provisions or Chapter 4 Building Design and Infill Standards.

Dianne Farrelly, has a concern about referring to a Town's ordinance because sometimes when an ordinance is changed there is no longer available online access. There was discussion that an actual copy of the ordinance recommended to be adopted by reference was at the PC work session and would remain present in the Beaufort Planning Office. She referred to Section 8.3.1.C and E and asked the PC why they downgraded that from actually minimizing the amount of stormwater runoff.

Ms. Anderson asked how the PC is going to handle Short-Term Rentals because it doesn't look like any changes are being proposed in the current version. Mr. Bardenwerper stated the PC hasn't come up with anything regarding the Short-Term Rentals or the ADUs on how we want to change it. The idea was to accelerate that timetable by hearing what's on people's minds. Mr. Tomy stated that City Council will let the PC know whether or not these can be separated out and whether to review them independently or not.

It was agreed that Mr. Tomy and Mr. Bardenwerper would take the lead on dealing with the Chamber of Commerce's comments and report back.

The PC agreed to hold the next work session on Monday, August 11, 2025, at 1:00 pm.

The Work session ended at 3:50 pm.



Planning Commission

Meeting Minutes – July 21, 2025

CALL TO ORDER

5:16

There were some technical difficulties before the meeting began.

A meeting of the Planning Commission was called to order by Chairman, Mike Tomy, and was held in-person on July 21, 2025, at 5:12 PM.

ATTENDEES

Members in attendance: Mike Tomy, Chairman, Benjie Morillo, Clinton Hallman, Kim McFann, Bill Suter, and Libby Anderson.

Member absent: Bill Bardenwerper, Vice-Chairman.

Staff in attendance: Curt Freese, Community Development Director and Christopher Klement, Planner III.

MINUTES

5:58

A. June 16, 2025 Regular Meeting Minutes

Motion: Ms. McFann made a motion to approve the minutes as submitted. Mr. Suter seconded the motion. Ms. Anderson abstained from voting since she was not a member of the Planning Commission. The motion passed unanimously.

B. June 12, 2025 Work session Minutes

Ms. McFann noted on page #1 there was an additional member of the Public present, Ashley Goodrich, Senior Planner of Infrastructure from BJWSA.

Motion: Ms. McFann made a motion to approve the minutes with the added note. Mr. Suter seconded the motion. Ms. Anderson abstained from voting since she was not a member of the Planning Commission. The motion passed unanimously.

All Planning Commission meeting minutes are recorded and can be found on the City's website at <http://www.cityofbeaufort.org/AgendaCenter>.

None.

OLD BUSINESS

8:03

A. Final Recommended changes from Chapter 7 and 9 of the Development Code.

Public Comment:

Mr. Tomy stated he received a **letter from Graham Trask** concerning the Demolition clause and Mr. Tomy wanted to allow Mr. Trask to address the PC if he was online. Mr. Trask was having technical difficulty and was unable to connect.

Mr. Tomy stated that Mr. Trask's letter basically says the Sunset Code Amendment provision for demolition permits can be discussed and passed separately and independently from the Northwest Quadrant Discussions and that Mr. Trask urges the PC to notify the Planning Board of his requests and he requested that the discussion of the Demolition Permit Sunset Code Amendment get onto City Council's agenda. Mr. Tomy said this can be taken up at the PC's next worksession.

Public Comment Closed.

Ms. McFann raised a procedural point stating that at the Planning Commission's (PC's) work session had jointly with City Council the previous week, it was discussed and everybody agreed that provisions related to the historic district were not before Council and were not part of the code amendments that were at First Reading at City Council's meeting. The draft that the PC has before them as of July 21, 2025, contains portions of 9.10 and 9.11. She asked staff about this ahead of time and was told that those are the old sections; a cursory review of the old sections, however, shows that statement is incorrect because there are changes in draft that are not in the code as of July 21, 2025. Ms. McFann feels this is a huge problem of potential confusion for Council, for the public, and for the PC. She stated at the work session that it needs to be removed. Mr. Tomy agrees with Ms. McFann but will need clarification from Mr. Freese. Mr. Tomy asked if there were any more comments or objections. Ms. McFann clarified that the documents she is talking about are on pages #19 to 26 of the draft that should be removed.

Before moving onto New Business, Mr. Tomy, asked Mr. Freese of the status of the removing of those sections from 7 and 9. Mr. Freese explained.

Motion: Ms. McFann made a motion that the PC recommend to the City Council that they ignore Sections 9.10 and 9.11 and 9.14 relating to Certificates of Appropriateness in their entirety for purposes of a second reading and wait until they receive new recommendations after the subcommittee of the HRB and the PC and the PC, give further consideration to those sections. Mr. Suter seconded the motion. The motion passed unanimously.

Mr. Tomy noticed that not anyone was present from the public regarding the Accessory Dwelling Units (ADUs) and Short Term Rentals (STRs) discussion point. Mr. Tomy will open up public comment when the PC gets to the Discussion portion of the agenda, but it may be best to set it for another day to discuss

the short notice issues regarding this agenda item and apparent amount of public interest in these issues.

OLD BUSINESS

14:50

- A. **Beaufort Development Code Changes:** Amendments to Chapter 7 and to the Environmental & Resources Protection Requirements of Section 8 of the Beaufort Development Code.

Mr. Freese welcomed Libby Anderson to the Planning Commission (PC).

Mr. Freese referred to the joint meeting with Council and the PC and stated two things that he received direction on: (1) to create a clean copy of the code correcting Scrivener's Error only. (anything that was felt to be non-substantive and (2) put together a set of motions, regarding new substantive changes to the code discussed at the joint work session to assist Council at the time of Second Reading at the City Council regular meeting in August. Mr. Freese provided backup information in the PC's packets.

Motion: Ms. McFann made a motion to table the Amendments to the Environmental & Resources Protection Requirements of Section 8 of the Beaufort Development Code. Mr. Hallman seconded the motion. The motion passed unanimously.

Mr. Freese went over the following Chapter 7 revisions by using his PowerPoint Presentation:

- **Traffic Impact Analysis 7.3.2 A 3 – PC agreed.**

Removed exceptions to TIA's as these are highly traveled roads: "Exception: Development on lots included in the Boundary Street Master Plan, adopted on August 28, 2006, and lots in the area bounded by Calhoun Street, Carteret Street, Bay Street, and Ribaut Road, and lots zoned Limited Industrial (LI), shall not be subject to the requirements of this section. This exception does not apply to Educational Facilities with greater than 100 students."

Ms. Anderson commented that she would vote no to make the change. She feels the PC should not delete that section. And that Boundary Street and the Historic District should be exempt from the TIA requirement. She referred to the Boundary Street Masterplan.

- **Traffic Impact Analysis 7.3.2 C 2 b – PC agreed.**

Changed from "one half mile," to one mile.

- **Traffic Impact Analysis 7.3.2 D – PC agreed.**

Updated the table with the following changes to better capture TIA's which analyze affected intersections, remove unnecessary future conditions and add future to overall requirement.

- **7.4.3 Community Green Space and Community Open Space Types:**

Removed size requirements for each park/open space type in the table, as size did not have any rational basis Staff could find, nor has any bearing on any request.

Mr. Freese went over following Revisions to Chapter 7 (Motions for 2nd Reading) by using his PowerPoint Presentation. These are changes that came from the Chamber document and from the worksession.

- **Subdivision and Site Plan Standards Section 7.5.1 (scriveners)**

I hereby make the motion to amend Section 7.5.1 with the following changes:

- Remove the words “typical” from Section 7.5.1.
- Remove the word “Regulations” and replace with the word “standards” in Section 7.5.1.

- **Subdivision Types and Process Outlines Section 7.5.2 (scriveners)**

I hereby make the motion to amend Section 7.5.2 with the following changes:

- Section 7.5.2 A 2, Remove the “and” replace with “or”.
- Section 7.5.2 B 1, Remove the “or”.
- Section 7.5.2 B 2, Remove the “and” replace with “or”.

- **Sketch Plan Section 7.5.3**

I hereby make the motion to amend Section 7.5.3 with the following changes:

- 7.5.3 A, capitalize Major and Subdivision and add the word “Community”.
- 7.5.3 B.1, capitalize Major Subdivision and Applicant”.
- 7.5.3 B.1, a, remove the word “road”, and replace with “street”.
- 7.5.3 B.1, c, remove preliminary traffic impact and the word “proposed”.
- 7.5.3 B.2 capitalize Applicant add Community and capitalize Open.
- 7.5.3.B.2 c, remove OCRM, and replace SCDES.
- 7.5.3.B.3 b. Remove “pedestrian shed,” and replace with “distance”.
- 7.5.3.B.4 b. Remove the word “harmonious” and replace with the word “consistent”.
- 7.5.3.C: Remove sentence, “The Applicant shall submit a complete sketch plan package to the City”.
- 7.5.3.C 2, remove Title commitment requirement.
- 7.5.3.C 11, remove the words “public dedication requirements”.
- 7.5.3.C 12, add “Community”.
- 7.5.3.C 16, remove contents of parenthesis.
- 7.5.3.C 18, remove word “proposed” and replace with “proposed development”.
- 7.5.3.C 24, replace entire sentence with “structure, location, massing and building designs”.
- 7.5.3 H 1 and 2, Added Cumulatively.

- **Sketch Plan Section 7.5.3:**

Removed title commitment, as at this conceptual level plan, such a requirement would be better placed at the preliminary plat level.

- 7.5.3.C 2, remove Title commitment requirement.
- 7.5.3 E 2: changed notice requirement from 500 feet to 1,000 feet.

- **Preliminary Plat Section 7.5.4**

I hereby make the motion to amend Section 7.5.4 with the following changes:

- 7.5.4 A 1. Remove “TRC”.
- 7.5.4 B 2, xxvi, remove traffic study requirement .
- 7.5.4 B 3 ii., remove first sentence and word “dedication”.
- 7.5.4 B 3 v, remove word “equitable” and replace with “any”.
- 7.5.4 B 8 added S.C. licensed engineer.
- 7.5.4 B 9 added As determined by Code Administrator.
- 7.5.4 B 10: changed to “environmental expert” and removed qualified biologist, geologist, ecologist,
- 7.5.4 G: added “in writing” before formally”.
- 7.5.4 G: Clarified to 12 months from 18 months (was in clean version not the track changes version).

- 7.5.4. H: Added Post Approval actions for grading.

- **Preliminary Plat Section 7.5.4:**

7.5.4 C 1 Change from 500' notice for a public hearing to 1,000'.

- Added 7.5.4. H: Post Approval actions for grading.

- **Final Plat Section 7.5.5**

I hereby make the motion to amend Section 7.5.5 with the following changes:

- 7.5.5 A: remove the words "technical standards of the City" and replace with the word Code.
- 7.5.5 B 1. c, Remove entirety of c, title commitment.
- 7.5.5 B 2: Remove word "drawing".
- 7.5.5 B 2 h, remove DHEC reference and replace with SCDES.
- 7.5.5 B 4 h remove entire reference for signature blocks for utility providers.
- 7.5.5 B 5 v.. remove entire reference for other certificates, etc.
- 7.5.5 D remove word "public" in front of improvements.

- **Minor Subdivision Section 7.5.6**

I hereby make the motion to amend Section 7.5.6 with the following changes:

- 7.5.6 C 21: Remove the words "utility providers".

- **Site Plan Section 7.5.7**

I hereby make the motion to amend Section 7.5.7 with the following changes:

- 7.5.7 3 remove l, gathering places.
- 7.5.7 B, 3, kk, remove words "utility providers" and "as applicable".
- 7.5.7 B, 5, remove Certified references and add words "prepared by a licensed engineer".
- 7.5.7 D 1: Changed public notice from 500' to 1,000'.
- 7.5.7 D 2, Removed sentence as unnecessary: "The applicant and other property owners likely to be materially affected by the application shall be given an opportunity to be heard".
- 7.5.7 G Add words "Unless otherwise extended as herein provided".

- **Site Plan Section 7.5.7:**

- 7.5.7 D 1: Changed public notice from 500' to 1,000'.

- **9.1.4 Permit/Development Design Review/Historic Review Application Type Table:**

- Added Minor Subdivision process to subdivision process table.

The PC Members agreed to all of the minor changes.

Ms. Anderson abstained from voting since she was not involved in the changes that were made.

There was discussion of whether Boundary Street and the Historic should be exempt from Traffic Impact Analysis (TIA) requirements. Chairman Tomy asked the PC Members if they would agree to moving forward without doing any amendments to the Traffic Impact and Analysis Section. Ms. McFann clarified and confirmed that this means the PC would *not exempt Boundary Street and the Historic District from TIA requirements*. PC Members all agreed.

Motion: Ms. McFann made a motion to accept the changes as presented by Mr. Freese with the exceptions that the PC and staff identified on 7/21/2025 which are: taking out the word *public*, changing the word *title* to *name*

of project and adding a motion regarding adopting the recommendation of the Planning Commission about not considering 9.10 and 9.11 and 9.1.2. Mr. Hallman seconded the motion. The motion carried unanimously.

DISCUSSION

1:36:26

A. Accessory Dwelling Units (ADU's)/Short Term Rentals (STRs)

Public Comment:

Graham Trask resolved his technical issues and attended virtually. He stated he is not talking about ADU's, but about the email he sent regarding the proposed sunseting of demolition permits. He wanted to confirm that PC Members and Mr. Freese received it. All stated It was received. Mr. Trask referred to the changes the PC and Staff are making in the Historic District in the code. He suggested in the demolition section, to put a sunset date on demolition permits. He believes it's irresponsible to have an unending demolition permit. The city can easily handle this aspect of the Historic District without having to go through everything that it seems like what is being done with the Northwest Quadrant and Heirs property and Demolition by Neglect.

Lise Sundrla, Director of Historic Beaufort Foundation (HBF), thanked the PC for all their hard work they've been doing with the Code for the last two years. Ms. Sundrla thinks it will be helpful to have the discussion of ADU's on a PC worksession agenda, and she will address her comments at that time.

Public Comment was closed.

PC agreed to postpone the ADU and short term rental discussion for the next regular meeting or a worksession, so the public can be heard.

Mr. Morillo asked staff if he could get a case study of the site pan that the city has received complaints about the two ADUs, "the compound", and any others. Mr. Freese will provide documentation.

Mr. Suter asked staff to define "sunseting" regarding demolition. Mr. Freese said Ms. McFann brought up the table in 9.1.4 with COAs where the time was shortened to five years. Demolitions never had this time frame in the code and as of now demolition approvals do not terminate.

B. August PC Meeting, Training and Discussion of Future Code Edit Sessions

All agreed to training and discussion of the process as the PC moves forward with the code on August 11 and then on August 18 agenda will be for the ADU/STR discussion.

Mr. Freese talked about the confusion of the red-lined versions of the code. Moving forward staff will make changes at the meeting, staff will format it, but staff is not going to send it out. It will be up to the PC and the public to keep their draft copy. Then staff will send out the final marked up redlined version at the final step. Mr. Freese said this will be the version that goes to City Council with no changes. Mr. Tomy said the PC agreed on this in a previous meeting.

ADJOURNMENT

2:01:19

Motion: Mr. Suter made a motion to adjourn the meeting seconded by Mr. Hallman. The motion passed unanimously. The meeting adjourned at 7:01 pm.

DRAFT



City of Beaufort
Department Request for Planning Commission Agenda Item

To: Planning Commission **Date:** 08/11/2025
From: Christopher Klement, Community Development Planner III
Item Name: Accessory Dwelling Units (ADU's)/Short Term Rentals (STRs)
Meeting Date: August 18, 2025
Department: Community Development Department

Background Information:

Introduction:

With more nuisance issues stemming from the rising popularity of Short-Term Rentals (STRs), City Council has asked staff to establish a better set of regulations and conditions regarding licensing, health and safety provisions, permitting as well as building suitability, applicability and location restrictions.

Background:

Staff was asked to work on new and updated measures to address increased nuisance and land use issues. This also has repercussions to future revisions of the Beaufort Development Code, particularly in Sections 2 (Map and Districts), Section 3 (Land Use Provisions) and Section 4 (Building Design and Infill Standards); particularly in regard to Accessory Dwelling Units (ADUs aka Carriage Houses).

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Attachments:

None