

A special meeting of the Planned Development/PD Ordinance Working Group of the Beaufort County Planning Commission (hereinafter "Group") was held on Wednesday, June 11, 2003, in Conference Room #280 of the Beaufort County Administration Building at 100 Ribaut Road, Beaufort, South Carolina.

**MEMBERS PRESENT:**

Ms. Joy Guyer

Mr. Cecil Martin

Mr. Matthew Margotta

Mr. Vernon Pottenger

**STAFF PRESENT:**

Mr. Anthony J. Criscitiello, Planning Division Head

Ms. Delores Frazier, Development Review Manager

Mr. Robert Merchant, Development Review Planner

Ms. Misty Kersenbrock, Planning Assistant

Mr. H.C. Boehm, Public Services Director

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Mr. Criscitiello called the meeting to order at approximately 1:00 p.m. He noted that he would have to leave for another meeting in Bluffton regarding the Southern Beaufort County Regional Plan. He briefed the Commissioners that they would be working on the Zoning and Development Standards Ordinance/ZDSO regarding the creation of Planned Developments/PDs and the handling the existing Planned Unit Developments/PUDs.

The following are ordinance amendments recommended by the Working Group at its May 20, 2003, meeting (note that additions are underscored, deletions are ~~struck through~~) and further staff action (***bold and italicized, with additions underscored and deletions struck-through***) recommended by the Working Group during today's (6/11/2003) meeting:

1. Sec. 106-2439, add subparagraph (e): Basic intent of Comprehensive Plan is addressed. (exact wording to be determined by staff) – ***Staff action: Provide the exact wording at the next Working Group meeting.***
2. Sec. 106-2440, change subparagraph (a): All property that is at least ~~four (4)~~ fifty (50) contiguous acres shall be eligible for approval as a PD. – ***Staff action: Develop written rationale for recommending 50 acres.***
3. Sec. 106-2440, change subparagraph (c): Properties of two hundred (200) acres or less or those that are unusually complex or involve environmentally sensitive areas may elect to submit a Concept Plan ~~to avoid undue delays in the review process.~~ – ***Staff action: None; correction agreed upon. Additionally, add "...Planning Commission may recommend..." to the second line of subparagraph (e).***
4. Sec. 106-2441, change subparagraph (6): Infrastructure capacity and the effect upon public services to include full consideration of previously approved developments;. –

**Staff action: None; correction agreed upon. Additionally, add to the beginning of the first paragraph, "All PDs shall be consistent with the Comprehensive Plan and any other applicable sub-area plan."**

5. Sec. 106-2441, change subparagraphs 9 and 10 to reflect the addition of a new subparagraph:

- (9) Effects upon public health, safety, and general welfare; ~~and~~
- (10) Residential densities and square footage of commercial usage as they compare to current County requirements and optimal usage of the land; ~~and~~
- (11) Impacts on local and regional transportation facilities.

**Staff action: None; correction agreed upon.**

6. Sec. 106-2442, add subparagraph (9): Such actions which would further enhance the objectives and goals of the Comprehensive Plan. -- **Staff action: Subparagraph (4) should include "interconnectivity" and staff will provide exact wording; Subparagraph (9) – correction agreed upon.**

7. Sec. 106-2443, add subparagraph (c): The development plan will be the ultimate authority regarding density. -- **Staff action: Add at the end of the sentence "..., provided that the development plan shall not exceed the maximum number of residential and commercial units approved by the master plan." -- staff will provide the exact wording.**

8. Sec. 106-2444:

- a. Delete subparagraphs (c) and (e), and renumber (d) and (f) to be (c) and (d).
- b. Change the new subparagraph (c): The County staff reserves the right, if it finds substantial needs for screening of the proposed PD activity, to require such screening ~~to include within the buffer a six (6) foot high fence made of either brick, finished concrete, mortar, wood, stone, masonry units, or a combination of the above. The fence shall be fronted by the required vegetative screen.~~
- c. Add a new subparagraph (e): Density should support the general intent of the Comprehensive Plan.

**Staff action: None; correction agreed upon.**

9. Sec. 106-2446:

- a. Change subparagraph (b): Parking spaces shall be ~~shown~~ accounted for on the Concept Plan ~~and shall be calculated with reference to the standards set forth in Division 5: Parking and Loading Standards.~~
- b. Change subparagraph (f)(5): This procedures will not be permitted for the sale or transfer ~~if~~ of any individual single-family lot or group of lots intended for construction of one (1) single-family dwelling.

**Staff action:**

- a. **The two above corrections were agreed upon.**
- b. **Add to the second line of subparagraph (a)(3), "...square footage and acreage...";**
- c. **Delete subparagraph (a)(9);**
- d. **Renumber subparagraphs (a)(10) through (a)(15) to become (a)(9) through (a)(14);**
- e. **Add a new subparagraph (a)(15), "A Protected Resources Survey", and,**
- f. **Add to the newly renumbered subparagraph (a)(13), fifth line, "designated historic structures and archeological/cultural resources...".**

10. Sec. 106-2447, change subparagraph (a)(1): ~~Multiple~~ (give specific number) copies of the Master Plan to sufficiently distribute to all designated reviewing bodies at the time of submittal. –  
**Staff action:**
- a. *Retain the original wording “multiple” in subparagraph (a)(1);*
  - b. *Change the end of subparagraph (a) to read “...Master Plan shall include everything required for the Concept Plan and the following:”;*
  - c. *Investigate the South Carolina seal requirement in subparagraph (a)(3);*
  - d. *Change subparagraph (a)(12), second line, “approval” to “reviewed by”; subparagraph (a)(13), first line, “approval” to “reviewed”; and subparagraph (a)(14), second line, “approval of” to “reviewed by”.*
  - e. *Delete “special” in subparagraph (a)(15);*
  - f. *Subparagraph (a)(16)--change “property” to “properly” on the third line, and delete the last sentence beginning with “Minimum...”;*
  - g. *Subparagraph (a)(21), change to read “supply, ~~or~~ sewage and solid waste disposal, and other utility services...”;*
  - h. *Subparagraph (c) change “ZDA” to “Development Review Team/DRT”;*
  - i. *Subparagraph (d), delete “following” at the end of the first line and reword the paragraph to address the use of the current ZDSO for each approved PD; and,*
  - j. *Subparagraphs (c) through (e), staff will reword the paragraphs for clarity.*
11. Sec. 106-2448, change subparagraph (1): ~~A sufficient amount~~ (give specific number) of black or blue line prints of the Development Plan to be distributed to the Development Review Team (DRT). – **Staff action:** *Instead of the recommended change from the last meeting, staff will delete Sections 106-2448 and 106-2449 with the following phrase: “Development plan approval must follow the process outlined in Sec. 106-xxx.” (Staff will reword the sentence for clarity.)*

The Working Group felt that further work was still required on the ordinance and agreed to continue the review on Wednesday, July 2, 2003, at 1:00 p.m. in Conference Room #280. They also tentatively agreed to meet on Wednesday, July 9, 2003, at 1:00 p.m. in Conference Room #280, if additional work was required after the July 2, 2003, meeting.

The meeting was adjourned.

**SUBMITTED BY:**

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Barbara Ann C. Childs, Admin. Assistant to Planning Director

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Joy Guyer, Acting Chairman, PD Working Group of  
Beaufort County Planning Commission