

**THE TOWN OF BEAUFORT  
PLANNING BOARD MINUTES  
November 17, 2008**

The Town of Beaufort Planning Board held their rescheduled regular meeting on Monday, November 17, 2008 at 6:00 p.m. in the Train Depot on 614 Broad Street, Beaufort, North Carolina. Chairman Doug Doubleday presided.

**Members Present:**

Doug Doubleday, Chairman  
Bob Safrit, Vice Chairman  
Ann Carter  
Ryan Neve  
Steve Valentine, ETJ Member

**Staff Present:**

Laura Babcock, Deputy Town Clerk  
Kyle Garner, Town Planner

**Members Absent:**

Steve Rice

**I. CALL TO ORDER**

Chairman Doubleday called the meeting to order.

**II. PLEDGE OF ALLEGEANCE**

Chairman Doubleday was joined by those in attendance in the Pledge of Allegiance.

**III. APPROVAL OF THE AGENDA**

Member Carter moved that the Board approve the agenda as presented. Member Neve seconded the motion, which carried by unanimous vote.

**IV. APPROVAL OF THE MINUTES**

Member Neve moved that the board approve the October 20, 2008 Minutes with the recommended changes. Member Carter seconded the motion. The motion passed with six voting in favor and Member McCutcheon abstaining.

**V. PUBLIC COMMENT**

Daphne Littiken, 136 Charles Street, stated that she was curious about an update about the sidewalks and bike paths in Beaufort. She stated that bike paths can be used as both. Ms. Littiken explained that she was not questioning this for personal reasons but noted that she feels that it is important for community involvement.

**VI. ITEMS OF CONSIDERATION**

1. **2<sup>nd</sup> Consideration of Preliminary Plat Approval for Beaufort Corporate Park.**

Mr. Garner stated that there is a staff report in the packets that the board received and this was 2<sup>nd</sup> Consideration and the applicant has addressed all the issues. He explained that last month he made an error in regards to the open space and the number was actually higher. Mr. Garner noted that a map has been provided for all the board members identifying the open spaces on the plat. He commented that the engineer submitted this in color because it made it easier to identify. Mr. Garner stated that there are three different types of open space; 1) water surface area; 2) non-buildable areas (utility lines, etc.); and 3) undeveloped areas which are common areas with natural vegetation. He reiterated that the engineer did everything the board asked.

Chairman Doubleday noted that this area is part of the RPZ zone and wanted that board to be aware of this.

Mr. Garner stated that it would be noted on the final plat that parts of these parcels are in the RPZ Zones. He stated that this is important because before each closing it will be disclosed that the individual is in the RPZ zone.

Member McCutcheon stated that he had a couple of questions; 1) are there 2 retention ponds; and 2) can the retention ponds hold a 24 hour storm period.

Mr. Garner stated that the town's engineer had reviewed the plans and they approved of them.

Member McCutcheon questioned if the retention ponds will need routine maintenance.

Mr. Garner stated that the ponds do require routine maintenance and the State makes sure that the ponds are maintained as required. He noted that if the Town were to take them over they would take over the responsibility. However, he reiterated that the State goes out and checks them for infill and silt deposits.

In response to a question from Member McCutcheon, Mr. Garner stated that it is the State's responsibility if the ponds fail.

Member McCutcheon questioned if the new coastal stormwater rules apply to this. Mr. Garner replied that the plan was reviewed under the new coastal stormwater rules; however, the Town's stormwater rules are comparable to the State's and it does meet the criteria.

Member Neve stated that he had received the town wide stormwater plan with shows the ditches and so forth for the town. He noted that the ponds to the north of the airport sill up and overflow.

Mr. Garner stated that the same company that did our stormwater plan reviewed the plans for this project.

Member Neve stated that this area was not on stormwater plan.

Member Carter moved that the board approve 2<sup>nd</sup> Consideration of Preliminary Plat for Beaufort Corporate Park. Member Neve seconded the motion which carried by unanimous vote.

## **VII. BOARD COMMENTS**

Member Carter invited the Planning Board to attend the Workforce Housing Committee's presentation November 19, 2008 at 6:00 p.m. in the Train Depot.

Chairman Doubleday noted that there was a nice article in the paper Sunday in regards to this presentation. He also reminded the board that they have been invited to the Historic Commission's Holiday Pot Luck Dinner on Saturday, December 13, 2008 at 4:00 p.m.

## **VIII. COMMITTEE REPORTS**

### **1. Tree Subcommittee Report-Member Neve;**

Member Neve stated that there is not much to report at this time. He noted that they are close to finishing the survey which Tony Castagna is doing; however, he has had some medical issues. Member Neve stated that he would have a report to distribute at the next meeting. He commented that he had spoke with Daphne Littikin about some concerns and will address those.

### **2. Water Access/Overlook Committee-Member McCutcheon;**

Member McCutcheon gave the following report:

Planning Board Water Access/Overlook Committee is pleased to report that the work to eliminate the clutter of boats stored at Fishermen's Park can soon begin. Over a year ago, we recognized that the careless use and cluttering of the Park area, the ongoing damage to the marsh by landing and securing boats in the marsh, and the occasional use of the public dock as pier tie up by owners of large, motorized boats, required remedy.

To this end, the Water Access Committee, along with several volunteers residing near this Park, devised a plan to construct boat storage racks and write enforceable Park rules. The Town recently has approved both construction of the boat racks and ordinances controlling Park use. Following are the specifics:

- 1) Town is near completion of final details for boat storage rules for Fishermen's Park.
- 2) Town has created usage rules signs to be installed at Park
- 3) Town will provide construction materials for boat storage racks. The racks will be built by volunteer labor, with completion date anticipated to be end of December, 08.
- 4) Storage of all boats at Park will be by permit only. Permitting will be decided by yearly lottery. Lottery policy and rules are near completion. Lottery applications, rules of storage, liability waivers, and permit stickers will be issued by Town Hall. These are expected to be available by March '09, at the latest.
- 5) Fishermen's Park will have 2 picnic tables, 1 bicycle rack, and 1 trash receptacle.

The Committee plans to address the needs of 3 other sites early in '09; these consist of the water overlook site at end of Live Oak St. and the 2 water access sites, end of Fulford St. and end of Moore St. For the access sites, we anticipate building wide stairs from sidewalk down to sand and clearing debris from the launch/retrieval area. For the overlook site, we will place a picnic table and bike rack, and will landscape the area to make it more attractive. At all these sites, appropriate usage signs will be installed.

### **3. Neighborhood Plan-Member Neve and Member Rice.**

Member Neve noted that there has been some confusion about their charge and is hoping that Mr. Garner will restate their mandate.

Mr. Garner stated that the town is trying to acquire some funds from the state to finishing up a few things. He noted that the Neighborhood Committee will be looking at the application to determine if the town is eligible. Mr. Garner explained that if they felt it is applicable to the town then we will send it to the Town Council. He noted that this will allow for kids to get to school safely and it is a 100% grant.

Member Neve noted that he put a lot of time in this and had talked with John Young, Public Works Director and there is \$200,000 in the budget for sidewalks. He stated that he was told that this would place sidewalks to connect Beaufort Village with Food Lion. Member Neve explained that the Town would have to look at strategies for getting sidewalks near the schools. He noted that he will be meeting with the Carteret County Schools to get numbers on the children that live in this area.

### **4. Workforce Housing Committee-Member Carter.**

Member Carter stated that the Committee has finalized their recommendation. She noted that two committee members and Ms. Babcock went to the Affordable Housing Conference and learned that this is a widespread problem. Member Carter explained that a lot of work is done and the Town Council's support is important to make this work.

## **VIII. PLANNER'S REPORT**

Mr. Garner stated that the board should have received a memo from Ms. Babcock in regards to Committee Reports. He explained that we are trying to keep everyone informed so it is important for these reports to be done.

Mr. Garner stated that the Bike Website is up and running and asked that everyone please fill out the survey.

Mr. Garner stated that the town is in the process of updating our Hazard Mitigation Plan.

Mr. Garner noted that next month's meeting will be a long agenda and in January or February there will be a joint planning session with the Board of Commissioners.

IX. ADJOURN

*There being no further business, Member Valentine moved the Board adjourn, seconded by Member Safrit. The vote carried unanimously.*

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Doug Doubleday, Chairman

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Laura Babcock, Deputy Town Clerk