

The scheduled meeting of the Beaufort County Development Review Team was held on Wednesday, December 2, 2009, in the Executive Conference Room, the Beaufort County Administration Building at 100 Ribaut Road, Beaufort, South Carolina.

#### **MEMBERS PRESENT**

Ms. Hillary Austin, Zoning Administrator  
Ms. Delores Frazier, Assistant Planning Director

#### **MEMBERS ABSENT**

Mr. Arthur Cummings, Building Codes Director  
Mr. Robert Klink, County Engineer

#### **STAFF PRESENT**

Mr. Tony Criscitiello, Planning Director  
Mrs. Amanda Flake, Natural Resource Planner  
Mrs. Lisa Glover, Zoning Analyst III  
Mrs. Audra Antonacci-Ogden, Codes Enforcement Supervisor  
Mr. Timothy Ogden, Fire Marshall  
Ms. Judy Timmer, CRB Planner

**1. CALL TO ORDER:** Mr. Criscitiello called the meeting to order at approximately 11:05 a.m.

*Mr. Criscitiello explained, that the members of the Development Review Team reviewed each item independently, and provided their comments to the Zoning Administrator.*

**2. REVIEW OF MINUTES:** The Development Review Team will adopt the minutes at the next scheduled meeting.

#### **3. HILTON HEAD NATIONAL MAINTENANCE FACILITY (FINAL)**

Ms. Austin stated, that the applicant shall contact the County Engineer, Robert Klink to address the procedures needed for the deeding of the R-O-W for Malphrus Road to Beaufort County.

**MOTION: Ms. Austin made a motion to approve the project, subject to the applicant contacting the County Engineer, to address the procedures needed for the deeding of the R-O-W for Malphrus Road to Beaufort County. Ms. Frazier seconded the motion. The motion passed unanimously (FOR: Austin, Frazier, Ogden (for Cummings)).**

#### **4. THE COTTAGES AT STILLWELL (PERMIT EXTENSION)**

Ms. Austin explained, that Section 106-432 (b)(1) states, "A vested right is established for two years upon final approval of a development plan or plat. An applicant shall have two years from final approval to receive a building permit or, if no building permit is required, to obtain a certificate of compliance. Such vested right shall receive five one-year extensions for good cause, upon written request by the landowner to the ZDA no later than one month prior to expiration, unless an amendment to the ZDSO has been adopted that prohibits approval".

Mr. Criscitiello asked Ms. Austin, "When was the last extension granted?"

Ms. Austin answered, "On November 5<sup>th</sup>, 2008".

Mr. Criscitiello asked Ms. Austin, "Were there any amendments to the ZDSO that took place after the extension was granted?"

Ms. Austin answered, "Yes, according to Appendix D, Pritchardville CP District, the density was changed to one (1) unit per acre, regardless if you had septic or sewer, and the minimum lot size was ½ acre". Ms. Austin stated, that this subdivision currently does not meet those conditions.

Mr. Criscitiello asked Ms. Austin, "Would it be the decision of the ZDA that the permit will expire, because of the change in the ordinance?"

Ms. Austin answered, "Yes". Ms. Austin stated, that the applicant also did not meet the 30-day extension requirement.

Mr. Criscitiello stated, that he would like to remand this permit extension request back to the Zoning Administrator, and the applicant shall be notified that this permit cannot be approved for an extension.

**DRT REMANDED THE EXTENSION TO THE ZONING ADMINISTRATOR, TO INFORM THE APPLICANT THAT THE PERMIT CANNOT BE APPROVED FOR AN EXTENSION.**

## **5. CHECHESSEE GOLF AMENITY EXPANSION (PRE-APPLICATION)**

Mr. Pat Rooney explained to the board, that he is proposing an addition to the clubhouse, but have minimum site development impact; the addition includes a gathering room and studio cottages.

Mr. Criscitiello asked Mr. Rooney, "Will the cottages have complete kitchen facilities, bathroom, etc?"

Mr. Rooney stated, that it will not be complete; it will only have microwaves and refrigerators.

Ms. Austin stated, that if the applicant is going less than the required one-foot per inch of tree, then an arborist report would need to be submitted.

Ms. Frazier asked the applicant to show the tree protection zone on the plans.

Mr. Rooney asked the board, could they offset the protection zone?

Ms. Frazier stated to the applicant, to show on the plans how the tree is going to be preserved. Ms. Frazier stated, that the Development Review Team discussed this expansion being an accessory to the golf course, which would be a permitted use under the rural zoning district.

Mr. Tim Ogden explained, that even though this will be an accessory to the golf course, the applicant would still need to meet the commercial building code requirement.

Ms. Austin stated, that this project can go straight to final review, since the proposed addition is going to be less than 20,000 square feet. Ms. Austin stated, that the applicant will not be required to submit Calculation 2 of the Natural Resource Analysis; the non-residential Use Capacity Calculation for the Golf Course will be required. Ms. Austin stated, that the applicant shall also submit a letter from the Property Owners Association, approving the expansion to the clubhouse. Ms. Austin stated, that since there are no buffer and setback issues, the applicant can submit his application for final approval.

Mr. Criscitiello asked Mr. Rooney, "How many cottages will you have?"

Mr. Rooney answered, "12".

Mr. Rooney asked, "Is it anything on the final application checklist that's exempted from submittal?"

Ms. Austin stated, that the applicant does not need the following documentation; Wetlands Boundary Determination Certification, Traffic Impact Analysis, proposed setbacks, buffers, open space areas and landscaped areas, final design, and layout of underground electric, telephone, gas & cable TV utility line,

Corridor Review Board Approval, SCDOT Encroachment Permit, and other applicable agency permits or approvals. Ms. Austin stated, that she's not sure if any Final Health Departments or approvals for water and sewer systems are required.

**DRT DECIDED THAT THE PROPOSED USE (GUEST COTTAGES) IS AN ANCILLARY USE TO THE GOLF COURSE. THE APPLICANT SHALL SUBMIT A LETTER OF APPROVAL FROM THE PROPERTY OWNERS ASSOCIATION. THE APPLICANT IS NOT REQUIRED TO SUBMIT CALCULATION 2 PORTION OF THE NATURAL RESOURCE ANALYSIS; THE NON-RESIDENTIAL USE CAPACITY CALCULATION FOR THE GOLF COURSE AREA WILL BE REQUIRED. THE DRT EXPLAINED THE PROCEDURES TO REDUCE THE TREE PROTECTION REQUIREMENTS. THE NON-RESIDENTIAL FINAL PLAN APPLICATION REQUIREMENTS WERE DISCUSSED WITH THE APPLICANT. THE APPLICANT SHALL CONTACT THE COUNTY ENGINEER TO DISCUSS STORMWATER/BMP REQUIREMENTS, AND THE 50-PERCENT REQUIREMENT FOR PARKING. THE APPLICANT WAS INFORMED THAT SINCE THE DEVELOPMENT WILL BE LESS THAN 20,000 SQUARE FEET, THE APPLICANT HAS THE OPTION TO BYPASS THE CONCEPTUAL REVIEW AND PROCEED TO FINAL REVIEW.**

*The meeting adjourned at approximately 11:23 a.m.*