

Historic Preservation Commission Meeting

Theodore D. Washington Municipal Building, Henry “Emmett” McCracken Jr. Council Chambers, 20
Bridge Street, Bluffton, SC

January 08, 2025

I. CALL TO ORDER

Chairman Goodwin called the meeting to order at 6pm.

II. ROLL CALL

PRESENT

Chairman Evan Goodwin

Vice Chairman Joe DePauw

Commissioner Carletha Frazier

Commissioner Jim Hess

Commissioner Tim Probst

ABSENT

Commissioner Debbie Wunder

III. ADOPTION OF MINUTES

1. December 4, 2024 Minutes

Commissioner Frazier made a motion to adopt the minutes as written.

Seconded by Commissioner Hess.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst

All were in favor and the motion passed.

IV. PUBLIC COMMENT

V. OLD BUSINESS

- Certificate of Appropriateness:** A request by Clear Cut Construction, on behalf of the owner, William Glover, for approval of a Certificate of Appropriateness-HD to allow the construction of a new two-story Single-Family Residential structure of approximately 2,874 SF and an attached Carriage House of approximately 1,100 SF located at 34 Tabby Shell Road, Lot 18 of the Tabby Roads Development, in the Old Town Bluffton Historic District and zoned Neighborhood General-Historic District. (COFA-03-24-019047) (Staff - Charlotte Moore)

Staff presented. The applicant representative was in attendance. There was discussion about column and porch detail, request for clarification of material being used and review of previous meeting comments.

Vice Chairman DePauw made a motion to table the application until the applicant has been able to meet with the Historic Preservation Review Committee (HPRC) to go over plan details.

Seconded by Commissioner Frazier.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst

All were in favor and the application was tabled.

VI. NEW BUSINESS

1. **Certificate of Appropriateness:** A request by Ansley H. Manuel, architect, on behalf of the owner, Beth McHugh, for review of a Certificate of Appropriateness-HD to allow the construction of a rear addition of approximately 591 SF to an existing 2-story residence of 1,524 SF, a side deck addition, and a new metal front porch roof in Old Town Bluffton Historic District and zoned Neighborhood General-Historic District. (COFA-08-24-019280) (Staff - Charlotte Moore)

Staff presented. The applicant was in attendance. There was discussion about the roof type, window operation on the first floor, and shutter placement.

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

1. The stucco application for the foundation must be a sand-finished or steel-trowel application (UDO Sec. 5.15.6.G.1.a.).
2. The standing seam metal roof must be galvanized, copper, aluminum or zinc-alum and the metal type (UDO 5.15.6.J.2.).

And that the following are appropriate for the addition:

1. A standing seam metal roof; and
2. The absence of shutters.

Seconded by Vice Chairman DePauw.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst

All were in favor and the motion passed.

2. **Certificate of Appropriateness:** A request by Sarah Kepple of Pearce Scott Architects, on behalf of owner, Prestige Worldwide Properties, LLC, for review of a Certificate of Appropriateness - HD to construct a new 2.5-story commercial office structure of approximately 4,220 SF and commercial carriage house of approximately 1,100 SF at 60 Bruin Road, Lot 23 in the Tabby Roads Development, in the Old Town Bluffton Historic District. The property is zoned Neighborhood General-Historic District. (COFA-08-24-019268) (Staff - Charlotte Moore)

Chairman Goodwin recused himself. Staff presented. The applicant was in attendance. There was discussion about parking requirements, storage space in the attic, landscape plan, tree coverage, and the front door wood type and size.

Commissioner Hess made a motion to approve the application with the following conditions:

1. The service yard must be large enough to include HVAC units, utilities and receptacles for all businesses. Utility meters must be screened from public view. (UDO Sec. 5.15.5.F.10.).

2. Confirm whether the attic/storage space in the main structure is a true half-story applying the calculation in UDO Sec. 5.15.5.F.1.f. and, provide Sheet A103 missing from the plan set.
3. The exposed concrete foundation shall be tabby stucco (mixed shell size only) or stucco over block or concrete (sand-finished or steel trowel only). (UDO Sec. 5.15.6.G.1.a.).
4. Identify the permitted material to be used for the stair and ramp railings (wood, painted or natural cast or wrought iron). (UDO Sec. 5.15.6.H.2.d.).
5. Provide a door schedule to show material compliance with UDO Sec. 5.15.6.I.2.b. (*Note: Schedule provided but material not called out; identify materials to be used for all exterior doors.*).
6. Identify the permitted material to be used for gutters and downspouts. (UDO Secs. 5.15.6.J.1.b. and 2.c.). (*Note: Provide the type of metal.*)
7. Provide details for the "garden" walls proposed adjacent to the Pearl Street and Bruin Road rights-of-way to show compliance with UDO Sec. 5.15.6.K. (*Note: This was provided with the Landscape Plan.*)
8. Per the Applications Manual, a site plan (survey) indicating location, species, and caliper of existing trees to be removed must be provided. (Applications Manual and UDO Section 3.22.2.A.). Replacement trees will be required as specified in UDO Sec. 5.3.7.F.4. Additionally, a tree canopy of 75% lot coverage, not including roof tops must be provided and canopy coverage calculations shown per UDO Sec. 5.3.7.G. At least one large canopy street tree, and a foundation planting area at least eight feet wide shall be maintained around all structures (UDO Sec. 5.3.7.A.) The foundation planting shall incorporate a mixture of trees, shrubs, and ground covers per UDO Sec. 5.3.7.E. A Tree Removal Permit will be required.
9. The setback between any public right-of-way and an off-street parking area shall contain a combination of landscaping (a variety of trees and shrubs capable of providing year-round screening) and architectural features such as, but not limited to, garden walls, fences and columns designed in accordance with the Old Town Bluffton Historic District Architectural Standards. The visual buffer shall be a minimum of 42 inches in height and should have a minimum 50% opacity. Shrubs shall be projected to reach their required height and opacity within one year of installation. Further, "the buffer between any public right-of-way and an off-street parking area shall contain pedestrian amenities such as, but not limited to, benches, fountains, are or other features to create visual interest and continuity in the streetscape." The Landscape Plan must be revised to show compliance with UDO Sec. 5.15.7.D.
10. Provide proof of approval of any landscaping, hardscaping or other potential encroachments into the State-owned right-of-way (SC 46/Bruin Road) and the utility easement.
11. Show that the on-street parking space to remain on Pearl Street will be at least 18 feet in length to comply with the UDO. If the length is not available, the Tabby Road HARB must be consulted to determine an alternate treatment of the space.
12. If exterior lighting is to be provided, a light plan shall be provided to show compliance with UDO Sec. 5.12.
13. Per UDO Sec. 3.19, a Site Feature-HD permit is required for applicable future signage.
14. For the Carriage House, install a second-story window above the front entry door.

15. For the front porch of the main structure, extend the slab one-to-two inches forward of the columns.
16. Match the roof pitches of the main structure and Carriage House by lowering the pitch of the Carriage House roof.

And that the following are appropriate:

1. The use of smooth-face Hardie panel for soffits.
2. The location of the transom window over the front door (Pearl Street elevation) in relation to the adjacent windows.
3. The use of awning windows on the rear ground-floor elevation of the main structure adjacent to the service area.
4. The use of Boral material at the base of both the main structure and Carriage House.

Seconded by Commissioner Probst.

Voting Yea: Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst

All were in favor and the motion passed.

VII. DISCUSSION

1. Historic District Monthly Update. (Staff)

Chairman Goodwin returned to the dais. Staff presented. The Commission did not have any questions about the report submitted.

VIII. ADJOURNMENT

Vice Chairman DePauw made a motion to adjourn.

Seconded by Commissioner Probst.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst

All were in favor and the motion passed. The meeting was adjourned at 7:21pm.