

# Historic Preservation Commission Meeting

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

March 04, 2026

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## I. CALL TO ORDER

Chairman DePauw called the meeting to order at 6pm.

## II. ROLL CALL

PRESENT

Chairman Joe DePauw

Vice Chair Carletha Frazier

Commissioner Tim Probst

Commissioner Debbie Wunder

Commissioner Lisa Sulka

ABSENT

Commissioner Jim Hess

Commissioner Michael Sutcliffe

## III. ADOPTION OF MINUTES

### 1. February 4, 2026 Minutes

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

Seconded by Vice Chair Frazier.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Probst, Commissioner Wunder, Commissioner Sulka

All were in favor and the motion passed.

## IV. PUBLIC COMMENT

## V. OLD BUSINESS

- 1. Certificate of Appropriateness (2 Blue Crab Street, Lot 52):** A request by William Court of Court Atkins Group (Applicant) on behalf of Blue Crab Bluffton, LLC (Owner), for review of a Certificate of Appropriateness-Historic District to allow the construction of a new 2.5-story main house (an Additional Building Type) of approximately 3,839 SF and an attached carriage house of approximately 880 SF at 2 Blue Crab Street. The property is located in the Tabby Roads Development in Old Town Historic District and zoned Neighborhood General-Historic District (NG-HD). (COFA-09-25-019925) (Staff - Charlotte Moore)

Staff presented. The applicant was present. There was discussion regarding the porch height and the associated railing requirements. The commissioners also raised questions about the removal of trees and the required mitigation measures. The Commission reviewed the use of shutter dogs, the detailing of the louvered panels, and the roof slope.

Chairman DePauw made a motion to approve the application with the following conditions:

1. Provide a front porch railing that is consistent with the second-story porch railing style and UDO Sec. 5.15.6.E.5.c.
2. Provide a shutter dog that is an "S" or rat-tail type to comply with UDO Section 5.15.6.M.1.d.
3. Provide two hardwood trees on-site (or five caliper inches) to mitigate the loss of trees to be removed unless otherwise determined by the UDO Administrator.
4. Change louver panel detail (1/A5.1) to show false wood louvers in the opening instead of lap siding.
5. Revise details 2/A5.1 and 5/A5.1 to remove the flat ceiling and revise it to follow the roof slope of the bracketed roof.

And the following were determined to be appropriate:

1. The use of boral for porch columns, corner boards, drip caps, fascia, vents, the top rail at the second-story rear porch, service yard gate elements, and sills.
2. The use of welded powder-coated aluminum for porch handrails and balustrades (but not the product as shown in the cut sheet provided with the submission).
3. The use of composite material as an overlay on the garage doors.
4. The use of composite shutters (as shown in the cut sheet provided with the submission).

Seconded by Commissioner Sulka.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Probst, Commissioner Wunder, Commissioner Sulka

All were in favor and the motion passed.

Chairman DePauw made a motion to amend the approved motion for clarification purposes.

Seconded by Commissioner Probst.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Probst, Commissioner Wunder, Commissioner Sulka

All were in favor and the motion passed.

Commissioner Sulka made a motion to clarify that the following condition is not required:

1. Provide a front porch railing that is consistent with the second-story porch railing style and UDO Sec. 5.15.6.E.5.c.

Seconded by Commissioner Probst.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Probst, Commissioner Wunder, Commissioner Sulka

All were in favor and the motion passed.

2. **Certificate of Appropriateness (4 Blue Crab Street, Lot 51):** A request by William Court of Court Atkins Group (Applicant) on behalf of Patrick Mason (Owner), for review of a Certificate of Appropriateness-Historic District to allow the construction of a new 2-story main house (an Additional Building Type) of approximately 3,800 SF and an attached carriage house of approximately 886 SF at 4 Blue Crab Street. The property is in Tabby Roads Development in

Old Town Historic District and zoned Neighborhood General-Historic District (NG-HD). (COFA-09-25- 019927) (Staff - Charlotte Moore)

Staff presented. The applicant was present. There was discussion regarding the porch height and the associated railing requirements. The commissioners also raised questions about the removal of trees and the required mitigation measures. The Commission discussed the inconsistency in the railing on the elevations. There were comments regarding the slope of the roof on the house and of the garage.

Chairman DePauw made a motion to approve the application with the following conditions:

1. Change the railings on second floor porch to match the styling of the bay over the front door, limiting the diagonal elements to two bays, then transitioning the pickets to the sides to complete the space between the columns, and vertical pickets for the space between the columns that are close together.
2. Provide six hardwood trees on-site (or fifteen caliper inches) to mitigate the loss of trees to be removed unless otherwise determined by the UDO Administrator. If the UDO Administrator determines that mitigation trees cannot be provided on the site, a fee-in-lieu of planting may be required per UDO Section 5.3.8.; and,
3. Revise the beam for the bracketed roof over the garage door to be solid timber.

And the following were determined to be appropriate:

1. The use of boral for porch columns, corner boards, drip caps, fascia, vents, the top rail at the second-floor rear porch, service yard gate elements, and sills.
2. The use of welded powder-coated aluminum for porch handrails and balustrades (not the material shown on the cut sheet provided with the submission).
3. The use of composite material as an overlay on the garage doors.

Seconded by Commissioner Sulka.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Probst, Commissioner Wunder, Commissioner Sulka

All were in favor and the motion passed.

- 3. Certificate of Appropriateness (6 Blue Crab Street, Lot 50):** A request by William Court of Court Atkins Group (Applicant) on behalf of Patrick Mason (Owner), for review of a Certificate of Appropriateness-Historic District to allow the construction of a new 2.5-story main house (an Additional Building Type) of approximately 3,846 SF and an attached carriage house of approximately 884 SF at 6 Blue Crab Street, Lot 50. The property is in Tabby Roads Development in Old Town Historic District and zoned Neighborhood General-Historic District (NG-HD). (COFA-09-25- 019628) (Staff - Charlotte Moore)

Staff presented. The applicant was present. There was discussion regarding the porch height and the associated railing requirements. The commissioners also raised questions about the removal of trees and the required mitigation measures.

Chairman DePauw made a motion to approve the application with the following conditions:

1. Provide 11 hardwood trees on-site (or 27.5 caliper inches) to mitigate the loss of trees to be removed unless otherwise determined by the UDO Administrator. If the UDO

Administrator determines that mitigation trees cannot be provided on the site, a fee-in-lieu of planting may be required per UDO Section 5.3.8.;

2. Revise details 1 and 3 on Sheet A5.3 to remove the flat ceiling and revise the ceiling to follow the slope of the bracketed roof.

And the following were determined to be appropriate:

1. The use of boral for porch columns, corner boards, drip caps, fascia, vents, the top rail at the second-story rear porch, service yard gate elements, and sills.
2. The use of welded powder-coated aluminum for porch handrails and balustrades (not the product shown on the cut sheet submitted).
3. The use of composite material as an overlay on the garage doors.

Seconded by Commissioner Sulka.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Probst, Commissioner Wunder, Commissioner Sulka

All were in favor and the motion passed.

4. **Certificate of Appropriateness (8 Blue Crab Street, Lot 49):** A request by William Court of Court Atkins Group (Applicant) on behalf of Patrick Mason (Owner), for review of a Certificate of Appropriateness-Historic District to allow the construction of a new 2-story main house (an Additional Building Type) of approximately 3,741 SF and an attached carriage house of approximately 933 SF at 8 Blue Crab Street, Lot 49. The property is in Tabby Roads Development in Old Town Historic District and zoned Neighborhood General-Historic District (NG-HD). (COFA-09-25- 019929) (Staff - Charlotte Moore)

Staff presented. The applicant was present. There was discussion regarding the porch height and the associated railing requirements. The commissioners also raised questions about the removal of trees and the required mitigation measures.

Chairman DePauw made a motion to approve the application with the following conditions:

1. Provide a minimum front porch height of 30-inches (UDO Sec. 5.15.6.E.5.c.).
2. Provide a shutter dog that is an "S" or rat-tail type to comply with UDO Section 5.15.6.M.1.d.
3. Provide four hardwood trees on-site (or eleven caliper inches) to mitigate the loss of trees to be removed unless otherwise determined by the UDO Administrator. If the UDO Administrator determines that mitigation trees cannot be provided on the site, a fee-in-lieu of planting may be required (UDO Section 5.3.8.).

And the following were determined to be appropriate:

1. The use of boral for porch columns, corner boards, drip caps, fascia, vents, the top rail at the second-story rear porch, service yard gate elements, and sills.
2. The use of welded powder-coated aluminum for porch handrails and balustrades (but not as shown on the cut sheet provided with the submission).
3. The use of composite material as an overlay on the garage doors.
4. The use of composite shutters as shown in the cut sheet provided with the submission.

Seconded by Commissioner Sulka.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Probst, Commissioner Wunder, Commissioner Sulka

All were in favor and the motion passed.

## VI. NEW BUSINESS

- 1. Certificate of Appropriateness (1 Garfields Way):** A request by Ansley Manuel of Manuel Studios (Applicant) on behalf of Samuel Kopotic (Owner), for review of a Certificate of Appropriateness-Historic District to allow the construction of a new 2-story main house (an Additional Building Type) of approximately 2,478 SF and a 2-story attached Carriage House (garage) of approximately 1,188 SF to be constructed at 1 Garfields Way in the Moss Oaks Subdivision within Old Town Bluffton Historic District and zoned Neighborhood General-HD (NG-HD). (COFA-09-25-019941) (Staff - Charlotte Moore)

Staff presented. The applicant was present. The Commission discussed the rear elevation, noting concern with the long, unbroken roofline. There was concern raised regarding the request to remove a large oak tree due to insufficient documentation. There was discussion regarding window alignment and sizing on the right elevation

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

1. Provide Town staff a letter from a certified arborist regarding the health of the 24"/15" Live Oak tree which is proposed to be removed. This letter must be dated after March 4, 2026 HPC.
2. Add a shed dormer at the center of the rear elevation with appropriately sized windows. The Historic Preservation Review Committee is to review the dormer addition.
3. Reposition the second-floor window on the right elevation to align with the first-floor window.

And the following were determined to be appropriate:

1. The use of welded powder-coated aluminum for handrails on the front and rear porches and front balustrade.
2. The use of polymer composite shutters (as indicated in the cut sheet submitted as part of the agenda package).

Seconded by Commissioner Probst.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Probst, Commissioner Wunder, Commissioner Sulka

All were in favor and the motion passed.

## VII. DISCUSSION

1. Historic District Monthly Update. (Staff)

Staff presented. The Commission did not have any questions about the report submitted.

## VIII. ADJOURNMENT

Commissioner Sulka made a motion to adjourn.

Seconded by Vice Chair Frazier.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Probst, Commissioner Wunder, Commissioner Sulka

All were in favor and the motion passed. The meeting adjourned at 7:43pm.

APPROVED