

# Planning Commission Meeting

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

March 26, 2025

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## I. CALL TO ORDER

Chairman Charlie Wetmore called the meeting to order at 6pm.

## II. ROLL CALL

### PRESENT

Chairman Charlie Wetmore  
Vice Chairman Jim Flynn  
Commissioner Michael Brock  
Commissioner Lydia DePauw  
Commissioner Daniel Grove

### ABSENT

Commissioner Rich Delcore

## III. ADOPTION OF MINUTES

### 1. February 26, 2025 Minutes

Commissioner Brock made the motion to adopt the minutes as written.

Seconded by Commissioner Grove.

Voting Yea: Chairman Wetmore, Vice Chairman Flynn, Commissioner Brock, Commissioner DePauw, Commissioner Grove

All were in favor and the motion passed.

## IV. PUBLIC COMMENT

Michelle Nurnberg, 5 Shell Rake St, Bluffton - Mrs. Nurnberg asked for clarification on the possible road closure of Barnacle Cut Rd and what kind of business is being proposed for the project located at 32 Bruin Rd.

Laurie Sell, 7 Tabby Shell Rd, Bluffton - Mrs. Sell stated she would like to see where the buildings will be going on the site, in regards to the project located at 32 Bruin Rd.

## V. OLD BUSINESS

- CVS Pharmacy 2745 (Certificate of Appropriateness - Highway Corridor Overlay):** A request by Shelbi D'Avignon of Boos Development Group, Inc. on behalf of CVS 7651 SC, LLC, for review of a Certificate of Appropriateness - Highway Corridor Overlay application. The project consists of an 11,286 SF retail, clinic and pharmacy with drive through and associated infrastructure. The property is zoned Jones Estate PUD and consists of approximately 1.911 acres, identified by tax map number R610 036 000 0979 0000 located within the May River Crossing Master Plan and the Town of Bluffton Highway Corridor Overlay District. (COFA-09-24-019355) (Staff - Charlotte Moore)

Staff presented. The applicant was present. Commissioners reiterated their concerns for ensuring the HVAC units on the roof are not visible from the street.

Commissioner Brock made the motion to approve the application with the following conditions:

1. Provide a letter of approval from the Master Plan Declarant responsible for the covenants and restrictions for the community.
2. Per the Applications Manual, a Town of Bluffton Sign Permit must be submitted for review and approval of any future signage.
3. The Final Development Plan (DP-04-24-019111) must reflect the revised building placement, driveways and landscaped areas.

And the following determinations:

1. The roof form is appropriately representative of Lowcountry architecture.
2. The use of LED lighting is an appropriate substitute for those lighting types permitted by ZDSO Sec. 5.15.11.

Seconded by Commissioner Grove.

Voting Yea: Chairman Wetmore, Vice Chairman Flynn, Commissioner Brock, Commissioner DePauw, Commissioner Grove

All were in favor and the motion passed.

## VI. NEW BUSINESS

1. **Proposed Prioritization of Fiscal Year 2026 Capital Improvement Program Projects:** A request by the Town of Bluffton for recommendation of approval to Town Council of the FY2026 Capital Improvement Program. (Staff - Kimberly Washok-Jones)

Staff presented. The Commission asked for clarification on why the projects located at the schools are a priority 2 versus a priority 1.

Vice Chairman Flynn made the motion to recommend adoption of the the prioritized list of proposed Capital Improvement Program projects for Fiscal Year 2026 for Council's consideration.

Seconded by Commissioner Brock.

Voting Yea: Chairman Wetmore, Vice Chairman Flynn, Commissioner Brock, Commissioner DePauw, Commissioner Grove

All were in favor and the motion passed.

2. **32 Bruin Road (Development Plan Application):** A request by Daniel Keefer of Witmer Jones Keefer, Ltd., on behalf of James Atkins of ABPAL, LLC for approval of a Preliminary Development Plan. The project proposes two commercial lots, including an existing office and a maximum 1,200 SF accessory structure on Lot 1, and an approximate 3,000 SF two-story office/retail build and maximum 1,200 SF accessory structure on Lot 2, parking and associated infrastructure. The property is zoned Neighborhood General - Historic District (NC-HD) and consists of approximately 1.22 acres identified by tax map number R610 039 000 0274 0000

and located on the corner of Bruin Road and Pritchard Street. (DP-12-24-019469) (Staff - Dan Frazier)

Staff presented. The applicant was present. Commissioners requested that tree coverage from other lots be shown on the survey. There was discussion regarding Barnacle Cut Road and if this would still be an accessible road. Richardson LaBruce, attorney to the Commission, clarified that there is no existing easement of record and that while Barnacle Cut Rd has been used by the public - it is a privately owned road. The Commission discussed the importance of the interconnectivity between the development and the neighborhood adjacent to the property.

Vice Chairman Flynn to approve the application as submitted.

Seconded by Commissioner Brock.

Voting Yea: Vice Chairman Flynn, Commissioner Brock, Commissioner DePauw, Commissioner Grove

Voting Nay: Chairman Wetmore

The motion passed 4-1.

3. **Parkway Corners (Initial Master Plan Application):** A request by Jake Reed of University Investments, LLC, for approval of an Initial Master Plan application for seven contiguous parcels located Southwest of the intersection of Buckwalter Parkway and Bluffton Parkway within the Buckwalter Planned Unit Development consisting of 114.55 acres that will include 21.7 upland acres of commercial/mixed use development and 47.0 upland acres of medical/commercial development. (MP-01-25-019524) (Staff - Dan Frazier)

Staff presented. The applicant was present. There was discussion about the requirements for a Master Plan submittal in the UDO versus the Buckwalter PUD Development Agreement. The Commission discussed the need for a more detailed narrative as part of the submittal. The commissioners questioned the difference between a Minor Master Plan Amendment and Major Master Plan Amendment. Richardson was able to provide clarification and reaffirmed that the Master Plan Exhibit is what they are providing a recommendation on. Comments were made as to why the plans did not include the possible realignment of Bluffton Parkway. The commissioners discussed the need for the demonstration of Open Space, as part of the submittal.

Commissioner Brock made the motion to recommend approval to Town Council with the following conditions:

1. Provide updated will-serve letters as a part of the Initial Master Plan application.
2. Provide an updated narrative that addresses the requirements of Buckwalter Concept Master Plan Section 5.8.8 and is consistent with the potential uses for the areas as well as the proposed internal site planning standards, such as typical lot sizes and widths, setbacks and buffers, aimed at addressing potential incompatibility between adjacent land uses and activities.

3. Ensure the Initial Master Plan is in compliance with the Buckwalter Concept Master Plan Section 2.D.11 requirement for a 10% open space exclusive of any freshwater or saltwater wetlands.

Seconded by Vice Chairman Flynn.

Voting Yea: Chairman Wetmore, Vice Chairman Flynn, Commissioner Brock, Commissioner DePauw, Commissioner Grove

All were in favor and the motion passed.

**4. BCSD River Ridge Academy Annexation (PLANNING WORKSHOP - NO ACTION):**

Consideration of an Ordinance Related to Property Owned by Beaufort County School District Consisting of a Total of 24.12 Acres, More or Less, Located at 1105 Bluffton Parkway and Identified by Beaufort County Tax Map Nos. R600-029-000-011A-0000, R600 029 000 1736 0000 and R600-029-000-0034-0000 for Annexation into the Town of Bluffton (Staff - Dan Frazier)

Staff presented. The commissioners had no questions or discussion.

This was a workshop and no action was taken.

**5. BCSD River Ridge Academy Rezoning (PLANNING WORKSHOP - NO ACTION):** Consideration of Ordinances Related to Property Owned by Beaufort County School District Consisting of a Total of 53.81 Acres, More or Less, Located at 3050 River Ridge Drive and Identified by Beaufort County Tax Map Nos. R610 029 000 0012 0000 and R610 029 000 0084 0000 (Staff - Kevin Icard)

Staff presented. The commissioners questioned why the property was being proposed as Preserve (PR) District zoning versus the other options.

This was a workshop and no action was taken.

**VII. DISCUSSION**

**VIII. ADJOURNMENT**

Commissioner Grove made the motion to adjourn.

Seconded by Commissioner Brock.

Voting Yea: Chairman Wetmore, Vice Chairman Flynn, Commissioner Brock, Commissioner DePauw, Commissioner Grove

All were in favor and the motion passed. The meeting adjourned at 8:19pm.