

Regular Town Council Meeting

Tuesday, February 13, 2024 at 5:00 PM

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

AGENDA

This meeting can be viewed live on <u>BCTV</u>, on Hargray Channel 9 and 113 or on Spectrum Channel 1304.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIENCE
- **III. INVOCATION**
- IV. ADOPTION OF THE AGENDA
- V. ADOPTION OF THE MINUTES
 - 1. Regular Meeting Minutes of January 16, 2024

VI. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

- 1. Introduction of New Employees and Recognition of Promotions Anni Evans, Director of Human Resources
- 2. Beaufort County School District Character Student of the Month (January & February) Mayor Larry Toomer
- 3. Second Helpings Commendation Mayor Larry Toomer
- 4. Annual Palmetto Bluff Development Agreement Update Will Howard, Vice President of Development

VII. PUBLIC COMMENT

VIII. COMMUNICATIONS FROM MAYOR AND COUNCIL

IX. PUBLIC HEARING & FINAL READING

 Consideration of Town of Bluffton Needs Assessment for Housing, Public Facilities, and Economic Development – Michelle Knight, Community and Economic Development Director, Lowcountry Council of Governments

X. FORMAL AGENDA ITEMS

- <u>1.</u> Acceptance of the Presentation of the Town of Bluffton FY 2023 Audit by Mauldin and Jenkins, LLC Natalie Majorkiewicz, Director of Finance
- 2. Consideration of an Ordinance Authorizing an Economic Development Incentive Agreement between the Town of Bluffton and Solomon Property Holdings, LLC in support of the development of 15,000 square feet of a Health & Wellness Facility - Second & Final Reading -Chris Forster, Assistant Town Manager

XI. CONSENT AGENDA ITEMS

- 1. Monthly Department Reports: Police, Finance and Administration, Human Resources, Municipal Court, Projects & Watershed Resilience, Public Services, Don Ryan Center for Innovation, and Growth Management
- 2. Town Manager Monthly Report

XII. EXECUTIVE SESSION

1. Personnel Matters Regarding Town Council Appointments of Boards, Committees, and Commissions (Pursuant to Freedom of Information Act 30-4-70 [a][1])

XIII. ACTION FROM EXECUTIVE SESSION

XIV. ADJOURNMENT

NEXT MEETING DATE: TUESDAY, MARCH 12, 2024

"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or adacoordinator@townofbluffton.com as soon as possible but no later than 48 hours before the scheduled event.

Executive Session – The public body may vote to go into executive session for any item identified for action on the agenda.

*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. To submit a public comment online, please click here: <u>https://www.townofbluffton.sc.gov/FormCenter/Town-15/Public-Comment-60</u> Public comment is limited to 3 minutes per speaker.

Regular Town Council Meeting Minutes

January 16, 2024

I. CALL TO ORDER

Mayor Sulka called the meeting to order at 5:00 PM.

PRESENT

Mayor Lisa Sulka Mayor Pro-Tem Larry Toomer Councilmember Fred Hamilton Councilmember Bridgette Frazier Councilmember Dan Wood

The meeting is a combination of the Town Council Quarterly CIP Workshop - Combined with the Rescheduled Town Council Meeting

II. PLEDGE OF ALLEGIENCE

The Pledge of Allegiance and Invocation was given by Mayor Lisa Sulka.

III. SWEARING IN NEWELY-ELECTED OFFICIALS (MAYOR & COUNCIL MEMBERS):

 Swearing In of Mayor Elect Larry Toomer and Seating of Councilmembers Bridgette Frazier and Dan Wood – Municipal Judge Clifford Bush III

Municipal Judge Clifford Bush Sworn-in Mayor Larry Toomer (1st term) Councilmember

Bridgette Frazier (2nd term) and Councilmember Dan Wood (3rd term).

2. Appointment of Mayor Pro Tempore

Motion made by Councilmember Frazier to appoint Councilmember Wood as Mayor Pro

Tempore, Seconded by Councilmember Hamilton. Town Council unanimously voted

Councilmember Dan Wood as Mayor Pro Tempore.

Voting Yea: Mayor Toomer, Mayor Pro-Tem Wood, Councilmember Hamilton, Councilmember

Frazier

Mayor Sulka turned the gavel over to Mayor Toomer.

IV. ADOPTION OF THE AGENDA

Motion made by Mayor Pro-Tem Wood, Seconded by Councilmember Frazier to adopt the agenda as presented.

Voting Yea: Mayor Toomer, Mayor Pro-Tem Wood, Councilmember Hamilton, Councilmember Frazier

V. ADOPTION OF THE MINUTES

1. Regular Meeting Minutes of 01/16/2024

Motion made by Councilmember Hamilton, Seconded by Councilmember Frazier to adopt the agenda as presented.

VI. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

1. Beaufort County School District Character Student of the Month - Mayor Larry Toomer

Mayor Toomer honored Monica Tagle Bautista, a 3rd grade student at Bluffton Elementary School, Student of the Month – Character Trait – Respect and Gratitude.

Monica Tangle was absent for this award.

2. Martin Luther King, Jr. Proclamation - Mayor Larry Toomer

Mayor Larry Toomer presented this proclamation to Bluffton MLK Observance Committee

former committee president, Ann Cook.

 Presentation of Utility Tax Credit Award from Palmetto Electric Cooperative – Berl Davis, President and CEO

Ashley Fester awarded the Town of Bluffton \$200,000 for its economic development efforts within the Buckwalter Multi-County Commerce Park.

4. Update on the Beaufort County Penny Tax Advisory Committee – Charlie Wetmore, Bluffton Committee Appointee

Charlie Wetmore, a representative of the Beaufort County Penny Tax Advisory Committee, updated Town Council about the committee's recommendations. Beaufort County Council is considering these recommendations for a formal vote in February. The recommendations feature a penny tax for transportation needs, which will sunset in 15 years and will produce an estimated \$1.65 Billion for major transportation projects. The recommendations which affect Bluffton include \$60 million dedicated to projects in Town and \$100 million for mass transit.

Mayor Larry Toomer, on behalf of Town Council, thanked Charlie Wetmore for his service on this committee.

5. Town of Bluffton Annual Development Agreement Update - Heather Colin, Assistant Town Manager

Assistant Town Manager Heather Colin presented an update to Town Council regarding the Town's Development Agreements. The highlights are:

- 92% of the Town is within development agreement.
- 8% of the Town's neighborhoods which don't have a development agreement are the Town's earliest neighborhoods which developed organically and didn't have pre-planned infrastructure and include the Historic District, Goethe-Schults community, and the Buck Island-Simmonsville Community.
- Currently, the Town is 55% built-out in total with residential build-out at 77% built-out and 36% of "non-residential" areas is built out. Non-residential includes commercial, institutional buildings as well as civic spaces and civic structures.
- 6. Update and Discussion Related to SCADPRO Recommendations for the Squire Pope Carriage House and Welcome Center Glen Umberger, Historic Preservationist

Glen Umberger, the Town's historic preservationist, updated Town Council on the next steps related to the Town's partnership with SCADPRO. The Town partnered with Savannah College of Art and Design (SCAD) and its SCADPRO program which produced proposed themes, content, and components for the Town's future Welcome Center.

Town Council advised staff to proceed with this project.

Update and Discussion Related to a Conceptual Master Plan for Buckwalter Place Park, Pat Rooney
 Capital Improvements Program Manager

Capital Improvements Program Manager Pat Rooney updated Town Council regarding a conceptual master plan for Buckwalter Place Park. The conceptual master plan features providing shading, lighting and connectivity to/from park to parking, sidewalks, open-air pavilion, and landscaping.

Town Council gave guidance on their preferences for the conceptual master plan.

VII. PUBLIC COMMENT

Carolyn Smith – 1 First Street, Bluffton - Ms. Smith spoke in support of the ghost road improvement and maintenance. She has requested the town leave the roadways as they are and ensure the public does not park and block the roadways to the homes of the citizens that reside there.

Skip Hoagland – 61 Sparwheel Lane, Hilton Head Island – Mr. Hoagland expressed his opinions regarding government corruption.

VIII. COMMUNICATIONS FROM MAYOR AND COUNCIL

Councilmember Frazier discussed the success surrounding the Martin Luther King Jr. Holiday and a host of events over the weekend coordinated by the MLK Observance Committee.

Councilmember Frazier also stated she has been working with community members regarding the Ghost Road project.

Mayor Pro-Tem Wood shared the passing of Bluffton resident Doug Corkern and expressed his condolences.

IX. PUBLIC HEARING & FINAL READING

No Agenda Items

X. FORMAL AGENDA ITEMS

- Consideration of a Resolution Establishing an Improvement and Maintenance Plan for Roadways in Old Town – Heather Colin, Assistant Town Manager Motion made by Councilmember Hamilton, Seconded by Mayor Pro-Tem Wood to approve a resolution establishing an improvement and maintenance plan for roadways in Old Tow. Town Council unanimously approved this resolution. Voting Yea: Mayor Toomer, Mayor Pro-Tem Wood, Councilmember Hamilton, Councilmember Frazier
- 2. Consideration of a Resolution Approving the Purchase of 140 Buck Island Road Stephen Steese, Town Manager

Motion made by Councilmember Hamilton, Seconded by Mayor Pro-Tem to approve purchasing 140 Buck Island Road, an approximate 15.5-acre parcel, for \$2.5 Million to limit growth.

This parcel is located on the corner of Bluffton Parkway and Buck Island Road.

Voting Yea: Mayor Toomer, Mayor Pro-Tem Wood, Councilmember Hamilton, Councilmember Frazier

 Consideration of an Ordinance Amending the Town of Bluffton FY 2024 Budget to Provide for the Expenditures of Certain Funds and to Allocate Sources of Revenue for the Said Funds – First Reading - Natalie Majorkiewicz, Director of Finance

Motion made by Councilmember Hamilton, Seconded by Mayor Pro-Tem Wood to table this reading for a budget workshop or for review during FY2025 budget process. Town Council unanimously approved tabling this reading.

Voting Yea: Mayor Toomer, Mayor Pro-Tem Wood, Councilmember Hamilton, Councilmember Frazier

 Consideration of an Ordinance Authorizing an Economic Development Incentive Agreement between the Town of Bluffton and Solomon Property Holdings, LLC in support of the development of 15,000 square feet of a Health & Wellness Facility - First Reading - Chris Forster, Assistance Town Manager

Motion made by Mayor Pro-Tem Wood, Seconded by Council Member Hamilton to approve the first reading of an Ordinance Authorizing the Town Manager to enter into an Economic Development Agreement between the Town of Bluffton and Solomon Property Holdings, LLC with the removal of the impact fee credit within the presentation with the understanding that staff will present an alternative source at the second reading.

Voting Yea: Mayor Toomer, Mayor Pro-Tem Wood, Councilmember Hamilton; Voting Nea: Councilmember Frazier

XI. CONSENT AGENDA ITEMS

- Monthly Department Reports: Police, Finance and Administration, Human Resources, Municipal Court, Projects & Watershed Resilience, Public Services, Engineering, Don Ryan Center for Innovation, and Growth Management
- 2. Town Manager Monthly Report

Motion made by Councilmember Hamilton, Seconded by Councilmember Frazier to approve the Consent Agenda items as presented.

Voting Yea: Mayor Toomer, Mayor Pro-Tem Wood, Councilmember Hamilton, Councilmember Frazier

XII. EXECUTIVE SESSION

 Discussion Relating to Proposed Contractual Agreements Between Beaufort County School District and the Town of Bluffton (Pursuant to SC Freedom of Information Act 30-4-70 [a][2]) - Stephen Steese, Town Manager

Motion made by Councilmember Hamilton to enter into Executive Session, Seconded by Mayor pro-Tem Wood.

Voting Yea: Mayor Toomer, Mayor Pro-Tem Wood, Councilmember Hamilton, Councilmember Frazier

XIII. ACTION FROM EXECUTIVE SESSION

Town council unanimously approved authorizing the Town Manager, in coordination with legal counsel, to finalize and execute a Memorandum of Understanding with Beaufort County School Distract to partner on the potential purchase of property, exchange of property and purchase of development rights for a large parcel, which is located in the Town.

XVI. ADJOURNMENT

Motion was made by Councilmember Frazier, Seconded by Councilmember Hamilton to adjourn at 8:41pm.

Voting Yea: Mayor Toomer, Mayor Pro-Tem Wood, Councilmember Hamilton, Councilmember Frazier

Marcia Hunter, Town Clerk Town of Bluffton, South Carolina Larry C. Toomer, Mayor Town of Bluffton, South Carolina

2024 Community Development Block Grant (CDBG)

Program Year: April 1, 2024—March 31, 2025 Community and Economic Development

Lowcountry Council of Governments | www.lowcountrycog.org





FAIR HOUSING IS THE LAW

Also, as a part of the requirements of the program, the locality is expected to undertake activities that promote Fair Housing. Title VIII of the Civil Rights of 1968 stipulates that we all have the right to be treated fairly regardless of our race, color, religion, sex, disability, familial status, or national origin.



- In the sale and rental of housing
- In residential real estate transactions
- In the provision of brokerage services



If you believe that you have been a victim of discriminatory housing practices, you have avenues by which the matter can be investigated.



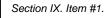
Beaufort County and Lowcountry Council of Governments are committed to Fair Housing. For more information contact LCOG at (843) 473-3990.



Lowcountry Council of Governments | www.lowcountrycog.org

The SC CDBG Program is designed to provide assistance to units of local government in improving economic opportunities and meeting community revitalization needs, particularly for persons of low and moderate income (LMI).







Beaufort County

Beaufort County		<u>1 Person</u>	<u>2 Person</u>	<u>3 Person</u>	<u>4 Person</u>	<u>5 Person</u>	<u>6 Person</u>	<u>7 Person</u>	<u>8 Person</u>
	30% Limits	\$19 <i>,</i> 300	\$22,050	\$24,800	\$27,550	\$29,800	\$32,000	\$34,200	\$36,400
Beaufort County, SC HUD Metro FMR Area	50% Limits	\$32,150	\$36,750	\$41,350	\$45,900	\$49,600	\$53,250	\$56,950	\$60,600
	80% Limits	\$51 <i>,</i> 450	\$58 <i>,</i> 800	\$66,150	\$73 <i>,</i> 450	\$79 <i>,</i> 350	\$85,250	\$91,100	\$97,000

2023 Income Limits effective June 15, 2023 (cdbgsc.com)



Lowcountry Council of Governments | www.lowcountrycog.org

The CDBG program has been funded through the State since 1982 by the US Department of Housing and Urban Development (HUD) under Title I of the Housing Community Development Act of 1974 as amended (Title I).



The Annual allocation from HUD for the program is administered by the

SC Department of Commerce – Division of Grant Administration.

SC has been allotted approximately \$19,866,653 in CDBG funds for 2024.



SC STATE CONSOLIDATED PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT

Draft 2024 Action Plan

Written comments on the plan can be submitted from January 15-February 13, 2024.

Email: Iross@sccommerce.com Mail: Liese Ross SC Department of Commerce Grants Administration 1201 Main Street, Suite 1600 Columbia, SC 29201



GRANT PROGRAM CATEGORIES

There are three broad grant program categories:

- Community Development
- Business Development
- Regional Planning

The Community Development Program is further broken down into several subcategories to address infrastructure, community facilities, and neighborhood priorities as follows:



Community Development Program

COMMUNITY INF	
\$9,000,00)0 est.
APPLICATION REQUEST	March 22, 2024
APPLICATION DEADLIN	E April 22, 2024
WATER	
SEWER	
DRAINAGE	
ROADS	
MINIMUM FUNDING A	MOUNT - \$50,000
MAXIMUM FUNDING A	AMOUNT -
\$1,000,000	
LOCAL PRIORITIES	\$1,000,000 est.
APPLICATION REQUEST	August 16, 2024
APPLICATION DEADLINE	September 16, 2024
ECONOMIC DEVELOPN	IENT
PUBLIC HEALTH & SAFE	TY, QUALITY OF
IFE, AND SUSTAINABIL	ITY

RESILIENCY AND NARROW THE DIGITAL

MINIMUM FUNDING AMOUNT - \$50,000

MAXIMUM FUNDING AMOUNT - \$300,000

DIVIDE

COMMUNITY ENRICHMENT \$7,170,654 est.

APPLICATION REQUEST August 16, 2024 APPLICATION DEADLINE September 16, 2024 BROWNFIELD PROJECTS/DEMOLITION OBSOLETE BUILDINGS

DOWNTOWN STREETSCAPE IMPROVEMENTS PLANNING FOR REGIONAL INFRASTRUCTURE (\$50,000 maximum)

LIBRARIES

PUBLICLY OWNED FACILITIES

TRANSPORTATION-ORIENTED PUBLIC FACILITIES PUBLIC SAFETY FACILITIES/SERVICES DEMOLITION VACANT, DILAPIDATED STRUCTURES TO ADDRESS/SUPPORT CRIME PREVENTION FIRE SUBSTATIONS OR FIRE TRUCKS

HEALTH CLINIC FACILITIES/EQUIPMENT

PUBLIC FACILITY MODIFICATIONS

NEW SIDEWALKS IN LMI AREAS

MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$750,000



Lowcountry Council of Governments | www.lowcountrycog.org

Community Development Program

READY TO GO \$500,000

APPLICATION REQUEST ONGOING APPLICATION DUE 30 DAYS AFTER REQUEST ACTIVITIES LISTED IN COMMUNITY INFRASTRUCTURE & COMMUNITY ENRICHMENT

MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$500,000* (*maximum waiver available)

NATIONAL OBJECTIVE

- Benefit low-to-moderate income ("LMI")
 Persons
- Aid in the prevention or elimination of slums or blight
- Meet other urgent community needs posing a serious threat to the health or welfare of the community

10% MATCH REQUIREMENT FOR ALL PROJECTS



GRANT PROGRAM CATEGORIES

Business Development Program: \$1,000,000

This program provides financial resources for local governments to pursue opportunities that create new jobs, retain existing employment, stimulate private investment, and revitalize or facilitate the competitiveness of the local economy. Funding will be prioritized based on the following order:

- 1. New or expanding businesses tied to job creation
- 2. Area economic development activities not associated with job creation
- 3. New or expanding local businesses that provide essential goods and services in predominately LMI communities

Regional Planning Program: \$500,000

This program is designed to provide CDBG funds to Councils of Governments to assist local governments in developing plans and building local community development capacity.

State TA & Admin:

\$ 695.999



OPPORTUNITY ZONES

Projects located in Opportunity Zones will receive an additional 10 bonus points (scopportunityzone.com)





Lowcountry Council of Governments | www.lowcountrycog.org

PERFORMANCE THRESHOLD

A unit of local government can apply for an additional Community Development grant if it has no more than two open CDBG grants (excluding Business Development or Regional Planning grants).

However, the open grants must not have exceeded a 30month grant period.



PERFORMANCE THRESHOLD

No more than one Neighborhood Revitalization/Village Renaissance or streetscape project.



No more than one Ready to Go project.



No more than one project for the same general target area/neighborhood open at the same time, unless the current project is under construction.



<u>BEAUFORT COUNTY/ LOWCOUNTRY</u> <u>REGIONAL HOME CONSORTIUM</u>

The Beaufort County/Lowcountry Regional HOME Consortium (LRHC) is comprised of the following counties: Beaufort, Colleton, Hampton, and Jasper and all 21 municipalities in the region.



BEAUFORT COUNTY/ LOWCOUNTRY REGIONAL HOME CONSORTIUM

TOP THREE OBJECTIVES:

- 1. Rehabilitation of substandard housing
- 2. Increase accessibility to adequate and affordable housing
- 3. Support the development and availability of safe, decent, and affordable housing



BEAUFORT COUNTY/LOWCOUNTRY REGIONAL HOME CONSORTIUM



Beaufort, Hampton, Colleton and Jasper Counties have areas that are in need of affordable housing, rehabilitation of substandard housing, and demolition of vacant/dilapidated houses.



As the housing stock ages, there becomes a greater need for rehabilitation of substandard houses and the number of vacant/dilapidated houses increases while increasing the number of persons at risk for homelessness.



Please give us a list of the priority housing needs for your area to be considered in our upcoming 2024-2025 Annual Action Plan to be submitted to HUD by April 26, 2024.





MEETING	G DATE:	February 13, 2024
PF	ROJECT:	Acceptance of the Presentation of the Town of Bluffton FY2023 Audit by Mauldin and Jenkins, LLC
PROJECT MAI	NAGER:	Natalie Majorkiewicz, CGFO, Director of Finance & Administration

RECOMMENDATION:

Town Council accept the Fiscal Year 2023 Audit for the Town of Bluffton presented by Mauldin & Jenkins, LLC and its inclusion in the Annual Comprehensive Financial Report for the year ending June 30, 2023.

BACKGROUND/DISCUSSION:

On March 2, 2021, the Town of Bluffton solicited a Request for Proposal (RFP) for Financial Audit Services. As a result, Town Council authorized the Town Manager to execute a contract with Mauldin & Jenkins, LLC for audit services for fiscal year ending June 30, 2021 through fiscal year ending June 30, 2026 during the June 8, 2021 Town Council meeting. This is the second contract awarded to Mauldin & Jenkins. This is the fifth year Mauldin & Jenkins has audited the Town of Bluffton's financial records and assisted in the preparation of the Annual Comprehensive Financial Report (ACFR).

CURRENT STATUS:

Mauldin & Jenkins has substantially completed their audit of the Town of Bluffton for the fiscal year ended June 30, 2023 and is expected to issue an unmodified (clean) opinion.

<u>Governmental Funds Financial Statements</u> The governmental fund financial statements give the reader a detailed short-term view that helps determine if there are more or less financial resources available to finance the Town's programs. These funds focus on how assets can readily be converted into cash flow in and out, and what monies are left at year-end that will be available for spending in the next year.

Revenues have increased over prior year for consolidated budgeted funds by approximately 2.5%. Most notably, Property Taxes increased 13.1% from prior year in the General Fund.

Expenditures increased 33.2% more than the prior year for the consolidated funds mainly as projects in the Capital Improvements Program Fund reached significant milestones such as Bridge Street Streetscape of approximately \$1.3 million, Squire Pope Carriage House of approximately \$562 thousand, Land Acquisition of approximately \$1.1 million, and New Riverside Park/Barn Park of approximately \$1.6 million. The Town issued TIF bonds in fiscal year 2023 of \$9.8 million to support the investment of the New Riverside Barn Park.

General Fund fund balance remains strong and had an increase of approximately \$4.5 million in FY 23, due to the strong performance of revenues and conservative spending. At June 30 the Town's General

Fund had an unassigned (unrestricted) fund balance of approximately \$16.1 million or 72.5% of FY 23 expenditures.

NEXT STEPS:

A complete draft of the Annual Comprehensive Financial Report will be provided to Council prior to the February 13th Council meeting. With Town Council's acceptance of the Fiscal Year 2023 Audit, staff will complete the Annual Comprehensive Financial Report and submit it to the necessary federal and state agencies, bond monitoring, GFOA and post to the Town's website for financial transparency by February 28, 2024.

ATTACHMENTS:

Attachment 1: DRAFT Fund Level Statements Attachment 2: Recommended Motion

TOWN OF BLUFFTON, SOUTH CAROLINA

BALANCE SHEET GOVERNMENTAL FUNDS

JUNE 30, 2023

		General Fund		Capital provements ogram Fund		Debt Service Fund	\$ Stormwater Fund		Local ommodations Tax Fund		Hospitality Tax Fund		TIF Project Fund		Nonmajor overnmental Funds	G	Total overnmental Funds
ASSETS	\$	27,193,408	¢	755,361	¢		\$	s	4,348,168	\$	0 704 540	¢		¢	1,934,260	s	44 005 707
Cash and cash equivalents Restricted cash and	Þ	27,193,408	\$	755,301	\$	-	\$ -	\$	4,348,168	Þ	9,794,510	\$	-	Ф	1,934,260	Þ	44,025,707
cash equivalents		592.471		3,021,713		11.524.272	4,541,305		-		-		14,180,756		27.712		33.888.229
Property taxes receivable, net		45,133		-		5,327	-		-		-		-				50,460
Other receivables		3,947,083		552,046		-	79,768		178,762		292,934		-		485,511		5,536,104
Prepaid assets		633,484		· -		-	· _		-		· -		-		-		633,484
Due from other funds		1,771,408		4,645,458		580,481	521,401		1,488,352		1,027,735		635,616		35,286		10,705,737
Due from component unit		104					 						-				104
Total assets	\$	34,183,091	\$	8,974,578	\$	12,110,080	\$ 5,142,474	\$	6,015,282	\$	11,115,179	\$	14,816,372	\$	2,482,769	\$	94,839,825
TOTAL LIABILITIES AND FUND BALANCES																	
LIABILITIES																	
Accounts payable	\$	883,116	\$	3,517,753	\$	-	\$ 31,069	\$	55,127	\$	-	\$	-	\$	431,244	\$	4,918,309
Deposits and bonds payable		299,585		-		-	-		-		-		-		-		299,585
Due to other funds		901,723		634,440		2,629,603	1,056,113		3,196,378		1,708,621		12,523		566,336		10,705,737
Due to component unit		47,243		-		-	-		-		-		-		-		47,243
Due to other governments		1,518,942		8,542		-	-		-				-		-		1,527,484
Unearned revenue		685,502		-		-			-		-		-		-		685,502
Salaries and benefits payable		923,013		-		-	 30,494			-		_	-	_	-		953,507
Total liabilities		5,259,124		4,160,735		2,629,603	 1,117,676		3,251,505	_	1,708,621	\geq	12,523		997,580		19,137,367
FUND BALANCES																	
Non-spendable		633,484		-		-	-		-				-		-		633,484
Restricted		91,444		(33,933)		9,480,477	4,024,798		2,673,669		9,406,558		14,803,849		1,485,189		41,932,051
Committed		9,130,886		-		-	-		90,108		-		-		-		9,220,994
Assigned		650,000		4,847,776		-	-		-		-		-		-		5,497,776
Unassigned		18,418,153		-		-	 			_	-	_	-		-		18,418,153
Total fund balances		28,923,967		4,813,843		9,480,477	 4,024,798	_	2,763,777		9,406,558		14,803,849		1,485,189		75,702,458
Total liabilities and																	
fund balances	\$	34,183,091	\$	8,974,578	\$	12.110.080	\$ 5,142,474	s	6,015,282	\$	11,115,179	\$	14,816,372	\$	2,482,769	\$	94,839,82

The accompanying notes are an integral part of these financial statements.

DRAFT - SUBJECT TO REVISION

TOWN OF BLUFFTON, SOUTH CAROLINA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2023

	General Fund	Capital Improvements Program Fund	Debt Service Fund	Stormwater Fund	Local Accommodations Tax Fund	Hospitality Tax Fund	TIF Project Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues		- 3 4.14							
Property taxes	\$ 9,315,769	\$ -	\$ 3,972,587	\$-	\$-	\$ -	\$-	\$-	\$ 13,288,356
Hospitality and									
accommodations taxes	-	-	-	-	1,706,975	3,614,758	-	1,111,890	6,433,623
Licenses and permits	12,943,142	242,100	363,150	-		-	-		13,548,392
Stormwater utility fees	12,040,142	242,100		2,494,343	-	_	_	_	2,494,343
Grants and entitlements	1,077,156	692,542		2,000				1,293	1,772,991
Intergovernmental	875,972	295,853	-	2,000	-	-		1,200	1,171,825
Service revenues	628,093	295,655	-	-	-	-	-	- 9,125	637,218
Fees and fines	804,015	-	-	-	-	-	-	2,733	806,748
		-	-	-	-	-	-		
Interest income	239,621	3,312	58,783	-	24,806	56,906	81,420	11,199	476,047
Miscellaneous	240,646	100	4,501	55,279	-		-	-	300,526
Total revenues	26,124,414	1,233,907	4,399,021	2,551,622	1,731,781	3,671,664	81,420	1,136,240	40,930,069
Expenditures Current:									
Legislative	346,363	-	-	-	-	-	-	-	346,363
Economic development	608,016	-	-	-	-	-	-	-	608,016
Executive	1,301,882	-	-	-	-		-	-	1,301,882
Human Resources	458,625	_	_	_	-		_	_	458,625
Non-departmental	2,879,995							_	2,879,995
Finance		-	-	-	-		-	-	
	827,284	-	-	-		-	-	-	827,284
Municipal court	74,587	-	-	-	-		-	-	74,587
Municipal judges	412,337	-	-	-	-	-		-	412,337
Information technology Facilities and asset	1,710,365	-	-	-	-	-	· ·	-	1,710,365
management	2,020,167	-	-	-	-	-	-	-	2,020,167
Stormwater management	-	-	-	1,151,531	-	-	-	-	1,151,531
Project management	863,506	-	-	-	-	-	-	-	863,506
Growth management	228,933	-	-	-	-	-	-	-	228,933
Planning and environmental sustainability	1,401,146	-	-			-	-	-	1,401,146
Building safety	852,955	-	-		-	-	-	-	852,955
Police	7,847,614	-	-		-	-	-	-	7,847,614
Community development	-	-	-	-	136,558	-	-	890,208	1,026,766
Capital outlay	-	8,513,395	-	77,676		-	-	-	8,591,071
Debt service:									
Principal retirement	348,958	-	1,657,486			-	-	-	2,006,444
Interest	33,998		587,228					-	621,226
Issuance costs	-		001,220			_	73,200	_	73,200
Total expenditures	22,216,731	8,513,395	2,244,714	1,229,207	136,558		73,200	890,208	35,304,013
Excess (deficiency) of revenues over (under)	22,210,731	0,010,000	2,244,714	1,223,207	130,330		13,200	030,200	33,304,013
expenditures	3,907,683	(7,279,488)	2,154,307	1,322,415	1,595,223	3,671,664	8,220	246,032	5,626,056
Other financing sources (uses)									
Transfers in	250,089	2,702,388	296,300	· · ·	-	-	-	-	3,248,777
Transfers out			(1,695,181)	(296,300)	(962,904)		-	(294,392)	(3,248,777
Bond issuance			(1,000,101)	(200,000)	(002,001)		9,800,000	(201,002)	9,800,000
Lease issuance	389,665			_	-	_	5,555,500	-	389,665
Total other financing	009,000	<u> </u>							309,003
sources (uses)	639,754	2,702,388	(1,398,881)	(296,300)	(962,904)		9,800,000	(294,392)	10,189,665
Net change in fund balances	4,547,437	(4,577,100)	755,426	1,026,115	632,319	3,671,664	9,800,000	(48,360)	15,815,721
ũ									
Fund balances, beginning of year	24,376,530	9,390,943	8,725,051	2,998,683	2,131,458	5,734,894	4,995,629	1,533,549	59,886,737
		0,000,040	0,120,001	2,000,000	∠, 101, 700	0,104,004	-,000,020	1,000,048	00,000,707

The accompanying notes are an integral part of these financial statements.

TOWN OF BLUFFTON, SOUTH CAROLINA

Section X. Item #1.

COMBINING BALANCE SHEET NONMAJOR GOVERNMENTAL FUNDS JUNE 30, 2023

			ę	Special Revenu	e Fu	nds			
	В	oat Ramp Fund		State ommodations Tax Fund		Vehicle Tag Fee Fund	F	eized and orfeited sets Fund	Total Nonmajor overnmental Funds
ASSETS									
Cash	\$	127,070	\$	1,781,679	\$	25,511	\$	-	\$ 1,934,260
Restricted cash and cash equivalents Other receivables		-		-		- 676		27,712	27,712
Due from other funds		- 28,626		484,835		5,860		- 800	485,511 35,286
Due nom other fullus		20,020				5,800		800	 33,200
Total assets	\$	155,696	\$	2,266,514	\$	32,047	\$	28,512	\$ 2,482,769
TOTAL LIABILITIES AND FUND BALANCES LIABILITIES									
Accounts payable	\$	-	\$	418,319	\$	-	\$	12,925	\$ 431,244
Due to other funds		42,000		522,199	_	-	_	2,137	 566,336
Total liabilities		42,000		940,518	_	-		15,062	 997,580
FUND BALANCES Restricted:									
Public safety		-		-		32,047		13,450	45,497
Tourism		-		1,325,996				-	1,325,996
Capital projects		113,696	_	-	_	-		-	 113,696
Total fund balances		113,696		1,325,996		32,047		13,450	 1,485,189
Total liabilities and fund balances	<u>\$</u>	155,696	\$	2,266,514	\$	32,047	\$	28,512	\$ 2,482,769

DRAFT - SUBJECT TO REVISION

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES NONMAJOR GOVERNMENTAL FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2023

		Special Revenu	ue Funds		
	Boat Ramp Fund	State Accommodations Tax Fund	Vehicle Tag Fee Fund	Seized and Forfeited Assets Fund	Total Nonmajor Governmental Funds
Revenues	^	• • • • • • • • • • • •	•	•	• • • • • • • • • •
Accommodations taxes	\$-	\$ 1,111,890	\$-	\$-	\$ 1,111,890
Development fees	9,125	-	-	-	9,125
Tag fees	-	-	2,733	-	2,733
Interest income	253	10,690	173	83	11,199
Confiscated revenues	-	-	-	1,293	1,293
Total revenues	9,378	1,122,580	2,906	1,376	1,136,240
Expenditures Current:					
Community development	-	890,208	-	-	890,208
Total expenditures		890,208			890,208
Excess of revenues over expenditures	9,378	232,372	2,906	1,376	246,032
Other financing sources					
Transfers out		(294,392)			(294,392)
Total other financing sources		(294,392)	<u> </u>		(294,392)
Net change in fund balances	9,378	(62,020)	2,906	1,376	(48,360)
Fund balances, beginning of year	104,318	1,388,016	29,141	12,074	1,533,549
Fund balances, end of year	<u>\$ 113,696</u>	\$ 1,325,996	\$ 32,047	\$ 13,450	\$ 1,485,189

Council Motion Recommendation

Acceptance of the Presentation of the Town of Bluffton Fiscal Year 2023 Audit by Mauldin and Jenkins, LLC

"I make a motion to accept the Fiscal Year 2023 Audit for the Town of Bluffton presented by Mauldin & Jenkins, LLC and its inclusion in the Annual Comprehensive Financial Report for the year ending June 30, 2023."

STAFF REPORT Executive Department



MEETING DATE:	February 13, 2024
PROJECT:	Consideration of An Ordinance Authorizing an Economic Development Incentive Agreement between the Town of Bluffton and Solomon Property Holdings, LLC in support of the development of 15,000 square feet of a Health & Wellness Facility – Second and Final Reading
PROJECT MANAGER:	Chris Forster, Assistant Town Manager

<u>REQUEST</u>: Request for Town Council to approve first reading of an ordinance approving the execution and delivery of an economic development agreement with Solomon Property Holdings SC,LLC.

BACKGROUND:

The laws or Constitution of the State of South Carolina, 1895, as amended, empowers towns to enact ordinances related to the expenditure of public funds for public purposes and necessary for the Town to levy certain taxes and fees.

Town residential development has grown exponentially over the past decade. Commercial development has lagged the residential growth. Certain areas of the Town of Bluffton, notably west of Buckwalter parkway, are experiencing a void of commercial development in certain critical service industries. There also remains a lack of affordable housing to accommodate the demand for a diverse local workforce.

In September of 2023 the Bluffton Town Council adopted an Ordinance establishing an economic development incentives plan:

- (i) To promote the redevelopment of existing buildings and infill development within the Incentive Areas;
- (ii) To support the establishment of the categories of new businesses that the Council determines will significantly increase the overall commercial activity within the Town, provide the Town's residents with sufficient options within the Town rather than having to travel elsewhere; encourage tourists and those who reside in surrounding communities to make use of businesses within the Town; and increase property values within the Town as a whole; and

- (iii) To develop the Incentive Areas into commercial spaces that match the Town's sense of place and contributes to the Council's overall priorities established within our Comprehensive and Strategic Plans; and
- (iv) To support the development of affordable housing to encourage relocation of professionals working in one of the professions supported by the incentivized developments.

The intended use of the development must be for one or more of the following business purposes:

healthcare, dental, home health, pharmaceutical retail, and similar ancillary uses;

- (i) childcare services;
- (ii) affordable housing developments (separately or part of a larger project);
- (iii) mixed use commercial and similar flex-use space;
- (iv) corporate headquarters; and
- (v) other uses, as may be determined by the Council, that are consistent with the Goals, and the Plans.

DISCUSSION:

Staff received a grant request from Solomon Property Holdings SC, LLC (SPH) on November 19th, 2023. SPH intends to build a 15,000 square feet health and wellness facility in the New Riverside Village development at the corner of SC 170 and SC 46. If awarded a grant, SPH is willing to dedicate the development to tenants in the healthcare and wellness industries. Currently committed is a dental office which will occupy 5,000 square feet of space.

The total investment in the project is over ten million eight hundred thousand dollars (\$10,800,000). It is expected to employ 67 full-time positions. The average annual salary is expected to be \$109,000.

SPH began their permitting process after July 1 of 2023 and within the FY timeframe of the start of the economic development incentive plan. The estimated construction timeline is 13-14 months. The development will generate an estimated \$13,788 in property taxes annually and an estimated 10,100 in business license revenue related to the construction and \$2,800 in business license revenue annually.

The ordinance allows for grant awards equal to; up to 50% of all permitting fees, up to 100% of BJWSA capacity fees and up to 50% of business license fees for up to five years. The Council has additional discretion to grant additional grant amount if deemed necessary to advance the goals of the ordinance.

Staff have developed the following guide for determining eligible grant amounts based on the

		Minimum	Eligible Grant Percentages									
New		Capital		BJWSA	Business							
Jobs	or	Investments	Permit Fees	Capacity Fees	License Fees							
5		\$500,000	10%	20%	50% (1 Year)							
10		\$750,000	15%	30%	50% (2 Year)							
15		\$1,000,000	20%	50%	50% (3 Year)							
20		\$1,500,000	35%	75%	50% (4 Year)							
25+		\$2,000,000+	50%	100%	50% (5 Year)							

significance of qualifying developments.

Based on the size of the SPH proposed development, the significant investment and potential new jobs, staff recommends the following grant percentages. It is recommended that SPH receive an economic development incentive grant equal to 50% of all town permitting and development fees, 100% of their BJWSA capacity fees and 50% of business license fees and an additional 50% of property taxes for five years.

The estimated fees related to the development as well as the dental office and estimated grant mounts are as follows:

Fee	1	Fotal	,	Year 1	۱	/ear 2	,	Year 3	١	/ear 4	Year 5
Development Plan Preliminary	\$	500	\$	250							
Development Plan Finals		1,000		500							
COFA Fee		100		50							
Building Permit - Commerical		22,700		11,350							
Building Permit - Commercial Plan Check		17,000		8,500							
Stormwater Review		250		125							
Stormwater Plan Review Amendment		142		71							
Stormwater Erosion Inspection		3,000		1,500							
BJWSA Capacity Fee		40,000		40,000							
Business License Fee		10,100		5 <i>,</i> 050		1,416		1,416		1,416	1,416
Property Tax (Bluffton Only)		13,788		6,894		6,894		6,894		6,894	6,894
	\$:	108,580	\$	74,290	\$	8,310	\$	8,310	\$	8,310	\$ 8,310
								Total 5	year	Benefit	\$ 107,530
* These are estimates and actuals are subj	ect to	change.									

The estimated benefit and net revenue to the Town over 5 years are as follows:

Bluffton Taxes / Fees (5 Year Total)	ŀ	Amount
Initial Building & Development Fees	\$	44,692
Property Taxes		68,940
Business License Fees		35,350
Total Taxes & Fees	\$	148,982
Five Year Grant Total	\$	107,530
Net Revenue (Initial 5 Years)	\$	41,452

NEXT STEPS: The Town Council may approve the ordinance as submitted, approve with amendments, or deny approval of the ordinance.

ATTACHMENTS:

- 1. Ordinance
- 2. Grant Request Letter
- 3. Project Profile Worksheet
- 4. Site Plan
- 5. Building Rendering
- 6. Motion

AN ORDINANCE OF THE TOWN OF BLUFFTON, SOUTH CAROLINA, APPROVING THE EXECUTION AND DELIVERY OF A DEVELOPMENT AGREEMENT WITH SOLOMON PROPERTY HOLDINGS SC, LLC

WHEREAS, South Carolina law authorizes municipalities to take actions not inconsistent with the Constitution and general laws of the State, regarding any subject the municipality finds necessary and proper for the general welfare and convenience of the municipality, including to execute and deliver contracts, to assist in redeveloping blighted areas, and to expend public funds for economic development; and

WHEREAS, the Council has further determined that the Town should offer certain incentives to encourage private investment and recruit both small businesses and new employers to the Incentive Areas; and

WHEREAS, while the Incentives may benefit the Incentive Recipients (as defined herein), the primary beneficiary of the Incentives will be the Town and its citizens who shall realize the following benefits (the "Benefits"):

- (i) Increased property values within the Incentive Areas and the Town as a whole;
- (ii) Increased revenue from property taxes, business license fees, and permit fees;
- (iii) Increased tourism and commercial activity within the Town as a whole; and

(iv) Meeting needs of the community residents by encouraging growth within targeted sectors to provide adequate services to Town residents; and

(v) Assist in providing access to a variety of affordable housing options; and,

WHEREAS, the Incentives, as provided for in an Incentive Agreement (as defined herein), shall be structured in such a way that the value of the Benefits to the Town will exceed the value to the Incentive Recipients; and

WHEREAS, the financial benefit of the Incentives to the Incentive Recipients will only be realized at such time as certain Benchmarks (as defined herein) are met or continue to be met. Should all the Benchmarks be accomplished, the Town believes that there is a high probability that the Benefits will be realized by the Town and that the value of the Benefits will exceed the value public funds expended on the Incentives; and

WHEREAS, Solomon Property Holdings SC, LLC ("Developer") owns, or intends to purchase, real property (the "Property") in the Town of Bluffton, South Carolina (the "City") and to develop the Property; and

WHEREAS, on the Property, Developer intends (a) to invest over ten-million eight hundred thousand dollars (\$10,800,000) to purchase, design, and construct on the property fifteen thousand (15,000) square feet of Class A, health and wellness office space (collectively, the "Development"), and (b) create over sixty five (65) health and wellness related jobs in the first year, earning an average of one hundred nine thousand dollars annually (109,000).

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA, AS FOLLOWS:

1. The City hereby authorizes the Town Manager to make minor corrections, execute, and deliver such documents as may be necessary or useful to affect the implementation of the Economic Development Agreement attached to this ordinance.

2. The Project Agreement, with whatever changes are (a) not materially adverse to the Town and (b) approved by the Town Manager (after advice of Town's counsel), is approved and is incorporated by reference in this Ordinance as if set forth fully in the Ordinance's body. The Town Manager's execution of the final Project Agreement shall be conclusive evidence of the Town's approval thereof.

3. The Town Manager is, acting alone, authorized to take whatever actions and execute and deliver whatever documents (including the Project Agreement) as either of them deems appropriate to affect this Ordinance's intent.

THIS ORDINANCE SHALL BE EFFECTIVE IMMEDIATELY UPON SECOND READING.

TOWN OF BLUFFTON, SOUTH CAROLINA

(SEAL)	Mayor
Attest:	
City Clerk	
First Reading:	
Second Reading:	EXHIBIT A
	DEVELOPMENT AGREEMENT

(SEE ATTACHED)

Solomon Property Holdings SC, LLC 33 Red Knot Rd Bluffton, SC 29910 JSOL1978@icloud.com 248-701-2129 November 19th, 2023

Mr. Chris Forster Assistant Town Manager Town of Bluffton 20 Bridge Street Bluffton, SC 29910

Letter of Intent for the Town of Bluffton Economic Development Incentive Program

Dear Mr. Forster,

I am writing to express my strong interest in applying for the Town of Bluffton's Economic Development Incentive Program. After thorough research and consideration, I am excited to present my proposal for Solomon Property Holdings SC, LLC for the development of a best-inclass Health & Wellness facility which aligns seamlessly with the goals and priorities of the program.

I am particularly impressed by the Town of Bluffton's emphasis on bringing quality healthcare closer to the residents in the fastest growing areas. The purpose of this project is to provide best-in-class healthcare to a quickly growing community where the demand is greatest. This project will significantly enhance the overall quality of life of the residents and will positively impact the economic, social, cultural and health of the community.

The total length of construction is estimated to take 13 months, of which site prep commencing 1 week ago. I am committed to ensuring the successful implementation of the project in accordance with the proposed timeline and budget and providing regular updates as needed.

I have carefully reviewed the eligibility criteria and application guidelines provided by the Town of Bluffton, and I am confident that my project meets all those requirements. I am excited to leverage this opportunity by making a positive and meaningful contribution to the health and wellbeing of the community in which my family lives.

Sincerely,

Jeffrey Solomon DDS



Project Profile Worksheet						
Project Information						
Company Name:	Solomon Property Holdings SC, LLC					
Project Name:	Old Moreland Dental					
Type of Project:	Start Up					
Type of Entity:	LLC					
Type of Business:						
NAICS or SIC Code:	62					
Address:	255 New Riverside Village Way Bluffton, SC 29910					
Completed By:	Jeffrey Solomon					
Phone Number:	248-701-2129					
Email Address:	JSOL1978@icloud,com					
Date:	11/19/2023					



Project Description - Please include the product/service and a brief description of the project including timing.

This project will consist of approx 15,000 square feet of luxury, Class A, Health & Wellness space. It is located within New Riverside Village at the Highway 170 and Highway 46 traffic circle. The project has just be prep work, and total length of time of construction is estimated to take 13-14 months in duration. The tenant mix will consist of a variety of health & wellness related business's that will complement one another, create and will be considered the premiere healthcare destination in the area.

Project Alternatives - Are other sites or project configurations under consideration? Please list other potential locations.

Project aternatives include Pooler, GA and Hilton Head Island, SC

Estimated Capital Investment	Year 1	Year 2	Year 3	Year 4	Year 5
	2024	2025	2026	2027	2028
Land Costs	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -
Building - New Construction	\$ 7,000,000	\$ -	\$ -	\$ -	\$ -
	•	*	*	*	
Building - Purchase of Existing	\$ -	-	-		\$ -
Building - Renovations					
~Internal Renovations	\$ -	\$ -	\$ -	\$ -	\$ -
~External Renovations	\$ -	\$ -	\$ -	\$ -	\$ -
Building - Leasehold Improvements	\$ 900,000	\$ -	\$ -	\$ -	\$ -
			-	-	
Machinery & Equipment - New	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -
Machinery & Equipment - Used	\$ -	\$ -	\$ -	\$ -	\$ -
Pollution Control Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Investment	\$ 10,800,000.00	\$ -	\$ -	\$ -	\$ -

Section X. Item #2.





Estimated New Jobs at New Facility														
Jobs are full time employees of the Company	By the end of of Ope 20			By the end of Year of (20			By the end Year of (20			By the end of Year of (20		By the end of of Ope 20		
Employment Category	New Full Time Jobs Created	-	Hourly Vage	New Full Time Jobs Created	-	Hourly Vage	New Full Time Jobs Created	Av	g Hourly Wage	New Full Time Jobs Created	g Hourly Wage	New Full Time Jobs Created	U	Hourly Vage
Managerial	6	\$	50.00	8	\$	50.00	10	\$	50.00	12	\$ 50.00	14	\$	50.00
Professional	13	\$	150.00	15	\$	150.00	17	\$	150.00	19	\$ 150.00	21	\$	150.00
Technical	10	\$	25.00	12	\$	25.00	14	\$	25.00	16	\$ 25.00	18	\$	25.00
Sales	9	\$	25.00	11	\$	25.00	13	\$	25.00	14	\$ 25.00	16	\$	25.00
Clerical	12	\$	20.00	13	\$	20.00	15	\$	20.00	16	\$ 20.00	18	\$	20.00
Craftsman (skilled)	4	\$	50.00	6	\$	50.00	8	\$	50.00	10	\$ 50.00	12	\$	50.00
Operators (semi-skilled)	8	\$	30.00	10	\$	30.00	12	\$	30.00	14	\$ 30.00	16	\$	30.00
Laborers (unskilled)		\$	-		\$	-		\$	-		\$ -		\$	-
Service	5	\$	25.00	7	\$	25.00	9	\$	25.00	11	\$ 25.00	13	\$	25.00
		\$	-		\$	-		\$	-		\$ -		\$	-
		\$	-		\$	-		\$	-		\$ -		\$	-
		\$	-		\$	-		\$	-		\$ -		\$	-
New Job Creation to Date and Avg. Weekly Wage	67	\$	52.69	82	\$	51.95	98	\$	51.12	112	\$ 51.03	128	\$	50.51

Estimated Jobs Relocated to New Facility		
Jobs are full time employees of the Company		
Employment Category	Full Time Jobs	Avg Annual Wage
		\$ -
		\$ -

Estimated Utility Requirements (or increase if exp								
Water	11,109 GPD							
Sewer	11,109 GPD							
Electric								
Gas								

No

Estimated Business Activities:					
Annual Materials Purchased for Operations:	\$1,200,000				
Annual Number of Visitors to the Facility:	23,000				
Avg Visitors Length of Stay:	1 hour				

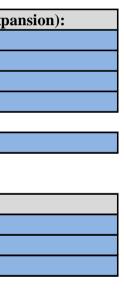
Use of Port?

Benefits - Please provide a brief description of the benefit package offered to employees in the area below. Please include percentage paid by employer.

Benefit package include base salary plus bonus potential, 401K retirement plan with 3% safe harbor non-elective contribution with profit sharing component. Paid vacation time, PTO & Health benefits comprising of r

Briefly describe the financing structure for this project.

Land purchased with cash. Construction loan of approx \$6,200,000 and line of credit of approx \$900,000



ina merce

gun (mid November) with site e a robust referral network,

Total							
\$ 1,400,000.00							
\$ 7,000,000.00							
\$ -							
\$ -							
\$ -							
\$ 900,000.00							
\$ 1,500,000.00							
\$ -							
\$ -							
\$ 10,800,000.00							

Section X. Item #2.

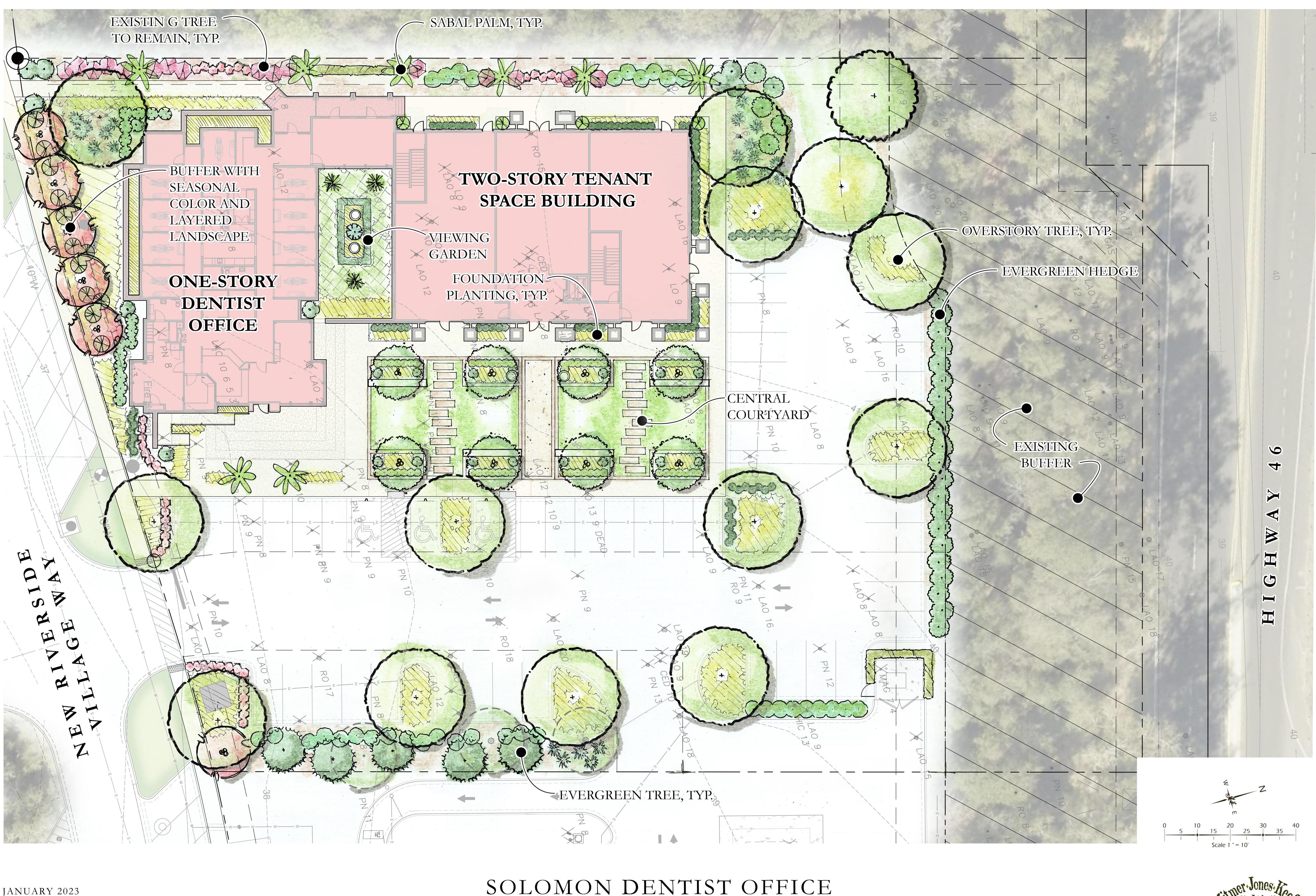
Total New Jobs to SC

nedical, dental and vision.



Section X. Item #2.





NEW RIVERSIDE VILLAGE BLUFFTON, SOUTH CAROLINA



Attachment 6

Recommended Motion

Consideration of An Ordinance Authorizing an Economic Development Incentive Agreement between the Town of Bluffton and Solomon Property Holdings, LLC in support of the development of 15,000 square feet of a Health & Wellness Facility - Chris Forster, Assistant Town Manager

"I make a motion to approve second and final reading of an Ordinance Authorizing an Economic Development Grant Incentive Agreement between the Town of Bluffton and Solomon Property Holdings, LLC."



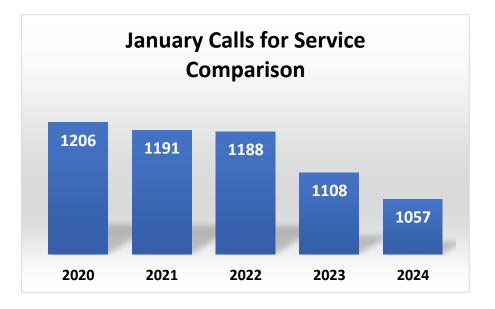
STATISTICAL INFORMATION BLUFFTON POLICE DEPARTMENT

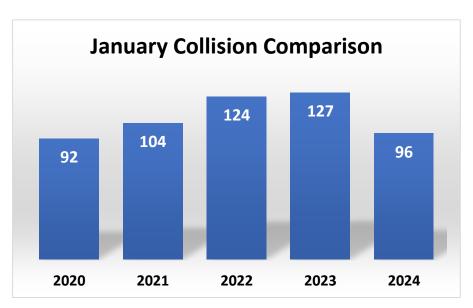
January 31, 2024

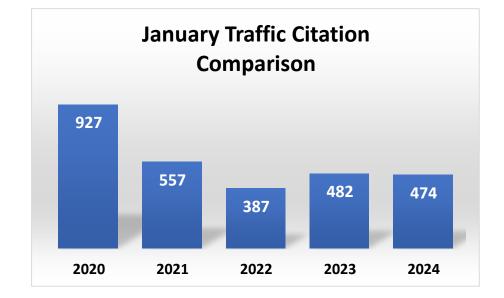
Presented by Chief Joseph Babkiewicz

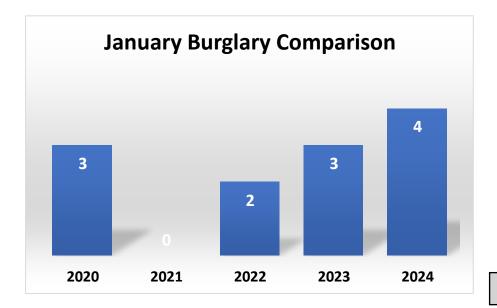
Page 47

Section XI. Item #1.



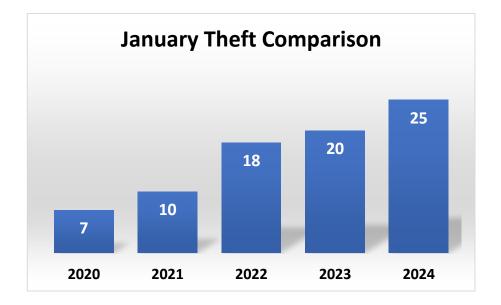


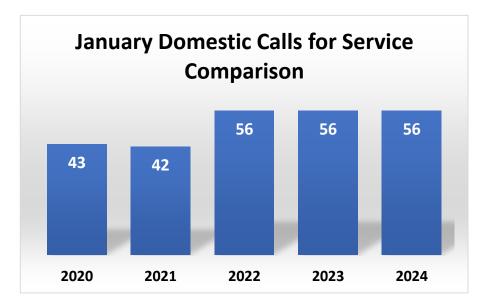


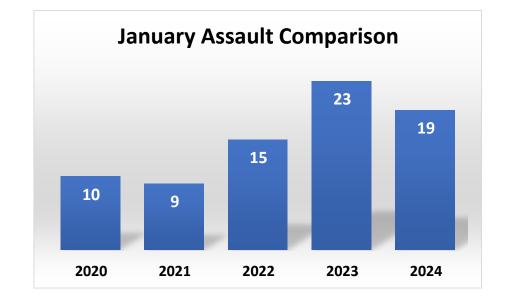


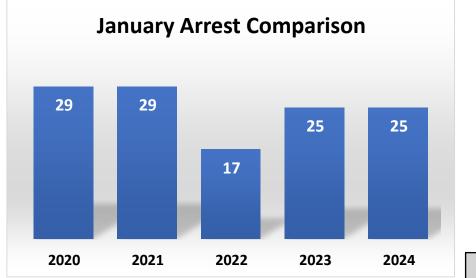
Page 48

Section XI. Item #1.



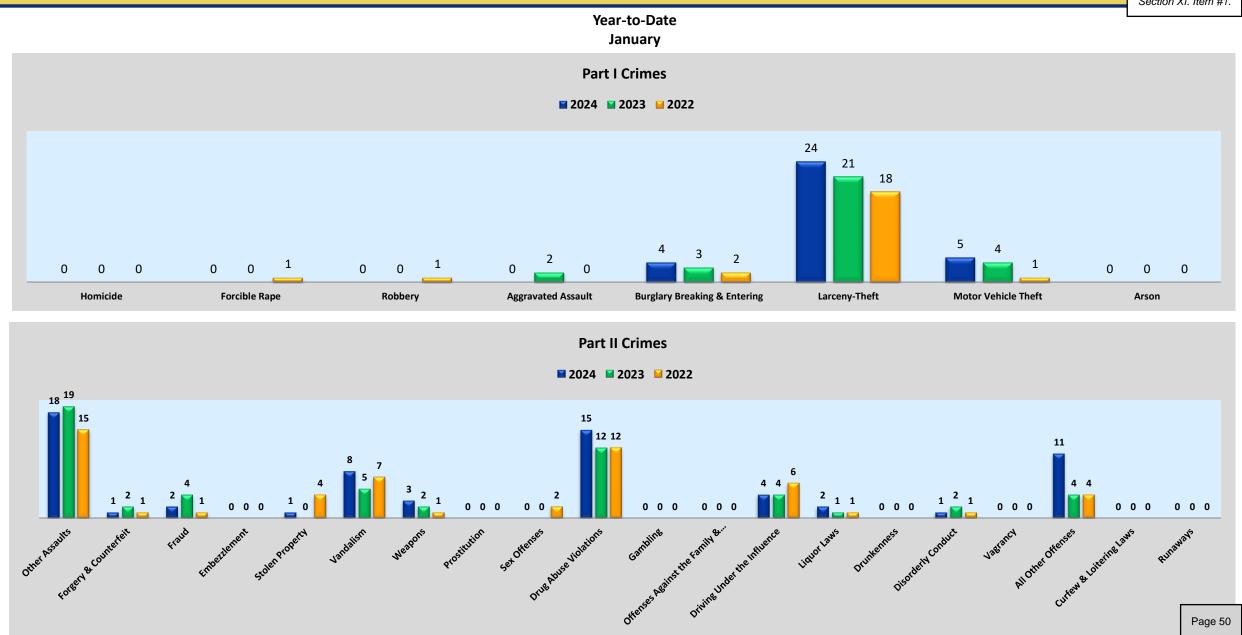






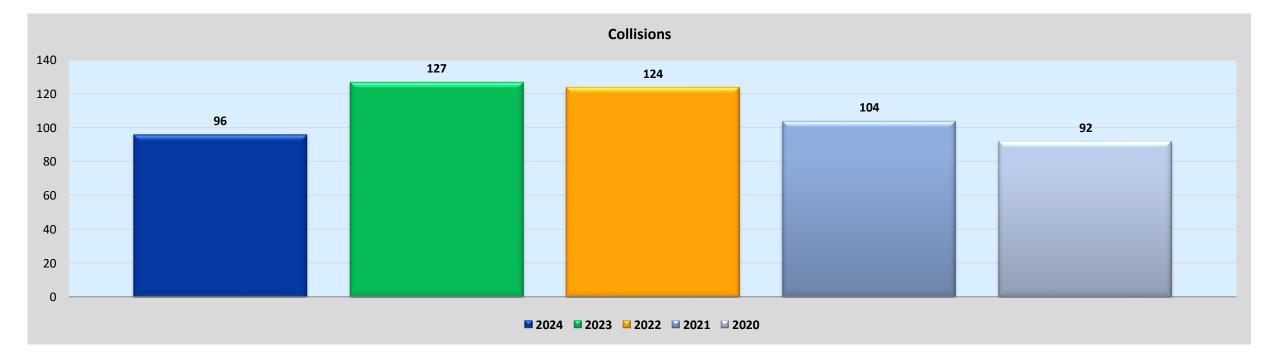
Page 49





Section XI. Item #1.

Year-to-Date January





Section XI. Item #1.

Law Enforcement Advisory Committee

• No meeting due to quorum

Meetings Attended by Chief Joseph Babkiewicz

Every Wednesday – Senior Staff Communications Meeting Every Wednesday – Commanders Meeting Every Friday – Men's Meeting @ Bible Missionary Baptist Church

Jan 2nd – Meeting with Citizen

- Jan 4th Meeting with Lowcountry Alliance for Healthy Youth Representative
- Jan 4th Attend meeting for New River Linear Trail Camera Design
- Jan 5th Attend Opiod Recovery Meeting
- Jan 5th Zoom Interview meeting with WHHI TV
- Jan 8th Attend Wellness Committee Meeting
- Jan 8th Meeting with Support Captain
- Jan 8th Attend Policy Review Committee Meeting
- Jan 9th Attend Review of Tow Ordinance Meeting
- Jan 9th Attend Town Council Meeting
- Jan 10th Attend Power Hour with Chamber of Commerce meeting
- Jan 10th Meeting with Director of Compliance and Contracts
- Jan 10th Attend Munis Line-Item Entry Training
- Jan 10th Meeting with Officer
- Jan 11th Attend BPD Night of Unity
- Jan 12th Attend MLK Banquet @ Rotary Club
- Jan 13th Attend OI School Gospel Camp
- Jan 13th Attend Mayor Sulka Retirement Celebration
- Jan 15th Attend MLK Event and Parade
- Jan 16th Attend Town Council Quarterly Workshop

Section XI. Item #1.

Meetings Attended by Chief Joseph Babkiewicz cont.

- Jan 17th Attend End of Phase Meeting for Recruit
- Jan 18th Attend Christmas Parade Follow Up meeting
- Jan 18th Attend meeting with Capital Improvement Program Administrator
- Jan 18th Swearing In Ceremony for Officer Chrjapin
- Jan 19th Attend SCCCMA Winter Conference
- Jan 19th Attend Security Directors Meeting
- Jan 22nd Meeting with Representatives for BPD Staffing Study
- Jan 22nd Meeting with Hardeeville Police
- Jan 23rd Attend Cross Schools Basketball Game
- Jan 24th Attend Boys Group Community Service
- Jan 24th Meeting with Flock Safety Representative
- Jan 24th Attend Cross Schools Basketball Game
- Jan 25th Meeting with Towing Company Owners
- Jan 25th Swearing In Ceremony for Officer Kate Cooler
- Jan 25th Attend meeting with Town Manager
- Jan 26th Attend Beaufort City Police Chief Retirement Reception
- Jan 29th Attend MASC Award Peer Review Meeting
- Jan 29th Attend End of Phase Meeting for Recruit
- Jan 30th Meeting with Campbell AME Pastor Black
- Jan 30th Attend Map Review Demo Zoom Meeting

Commendations -	None
Complaints -	None

Police Department Demographics as of January 31, 2024

DEPARTMENT	Black	Hispanic	Other	White	Grand Total
Female	1	5	1	19	26
Male	5	5	3	35	48
Grand Total	6	10	4	54	74

SWORN OFFICERS	Black	Hispanic	Other	White	Grand Total
Female	1	2		10	13
Male	5	5	3	31	44
Grand Total	6	7	3	41	57

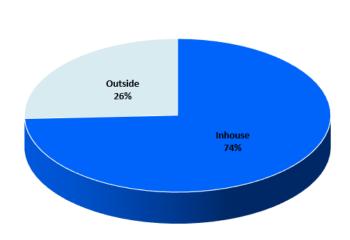
January Officer Training

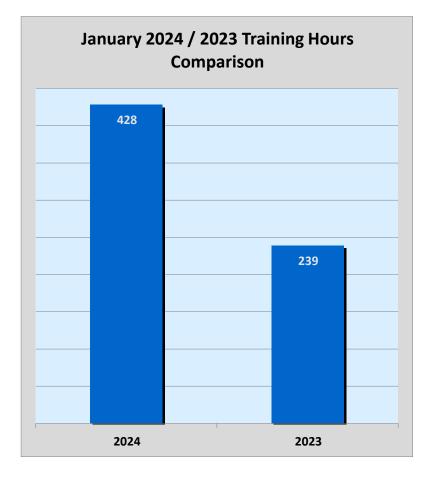
<u>Inhouse</u>

Class 3 Advanced Field - 1 officer Line-Up 2024 January - February 10 officers Basic Detective / New Criminal Investigator 3 officer Accurate Search Warrant Affidavits - 1 officer Active Shooter 1 - 1 officer Active Shooter 2 - 1 officer Anti-Bias Training for Law Enforcement – 2 officers Arm Lock to Wrist - 1 officer Bloodborne Pathogens for First Responders – 1 officer Deady Force Cover - 1 officer Hazmat First Responder Awareness (FRA) Level 1 - 3 officers Line of Duty Death - 1 officer Managing Fatigue in 24/7 Operations - 1 officer School Resource Officer - 1 officer Temporary Holding Facilities – 1 Officer

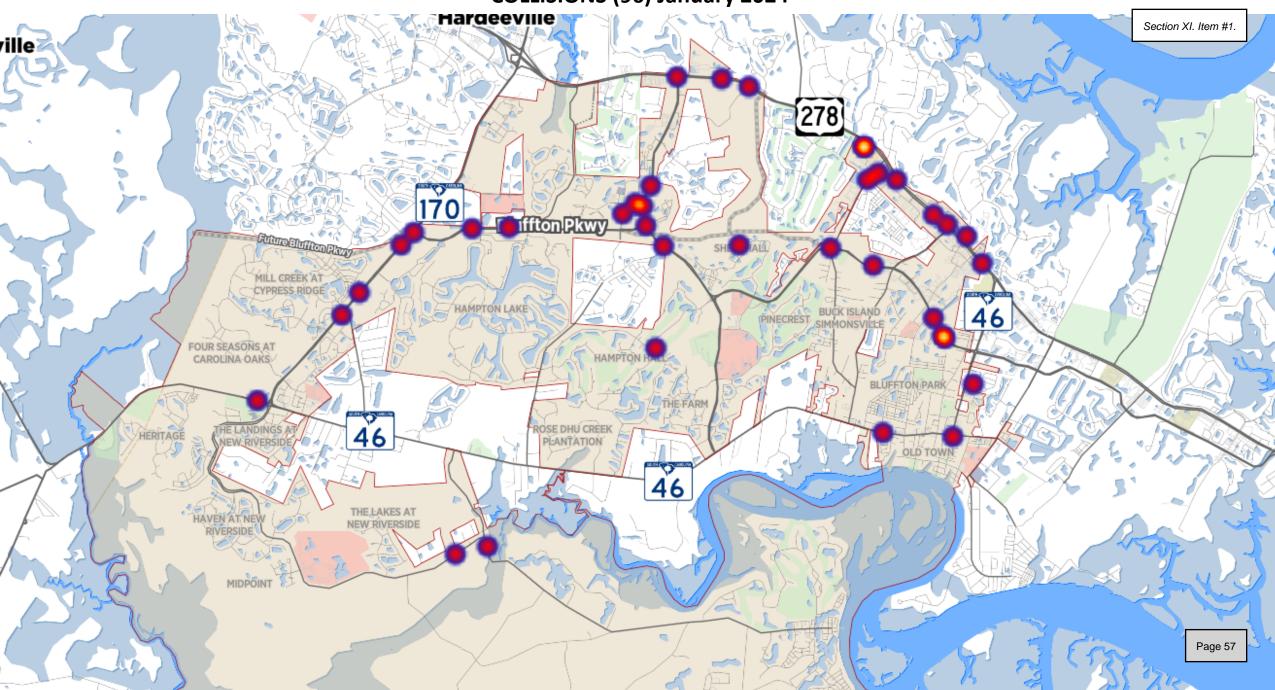
<u>Outside</u>

FBI LEEDA SLI - 2 officers SCLEAP - 2 officers

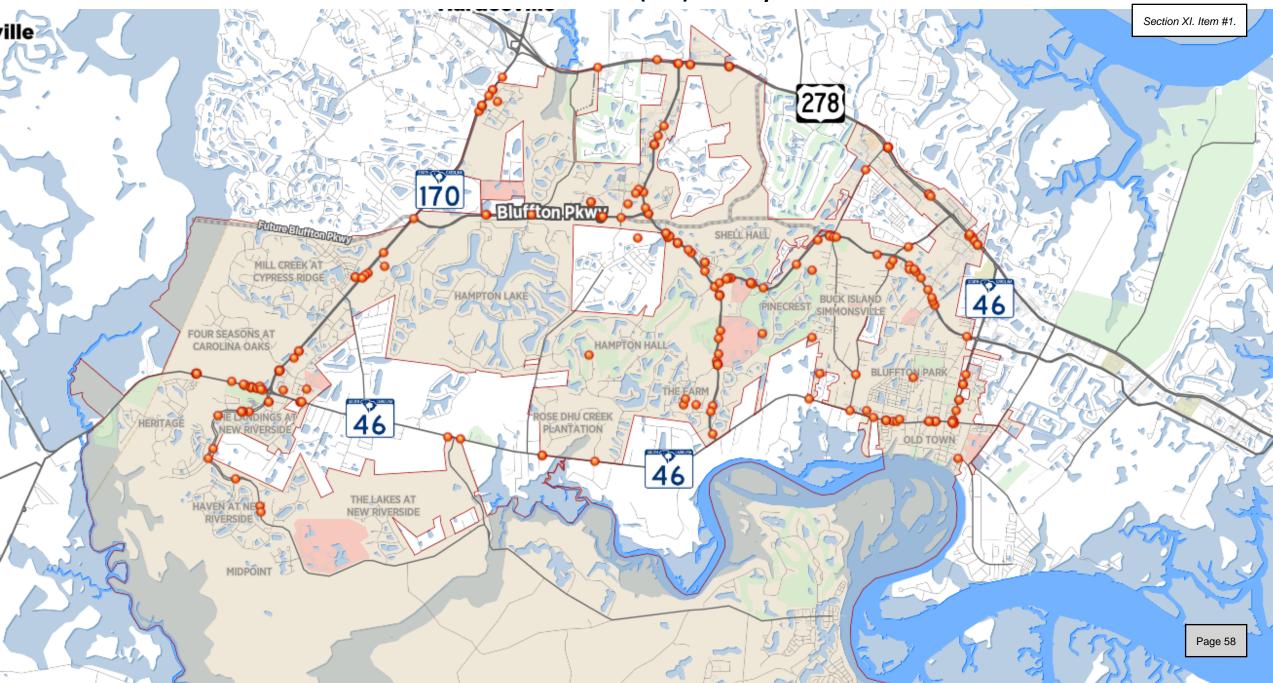




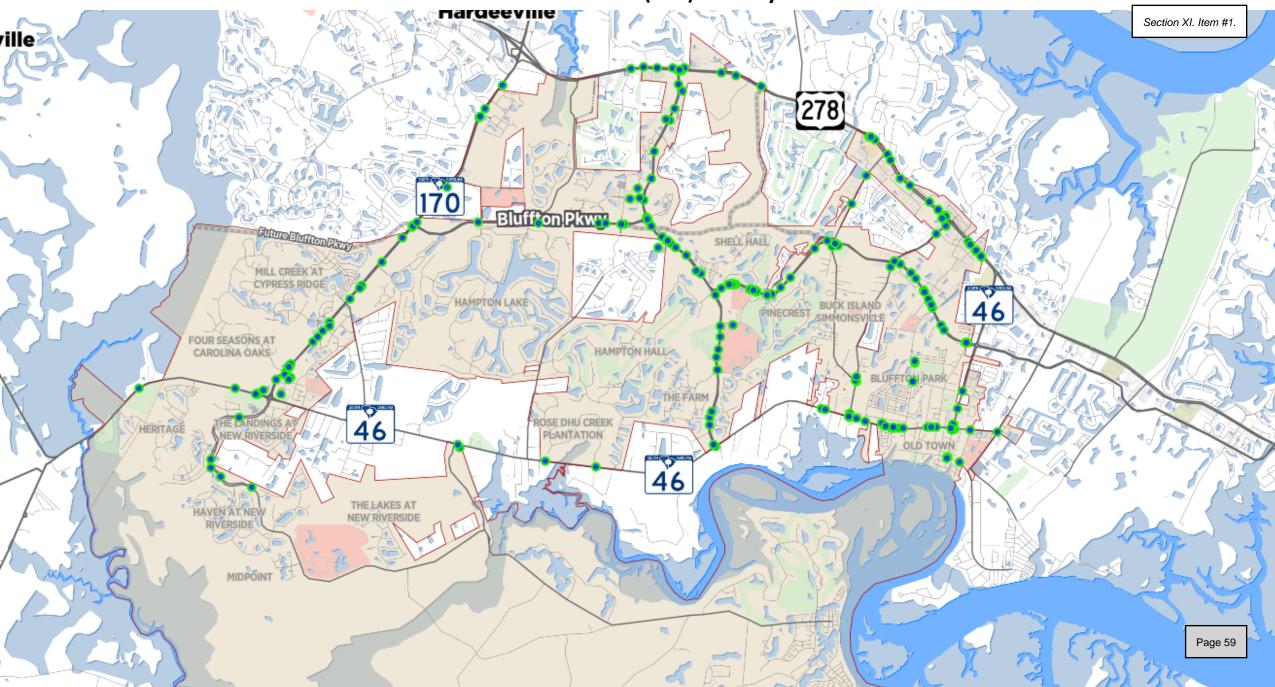
COLLISIONS (96) January 2024



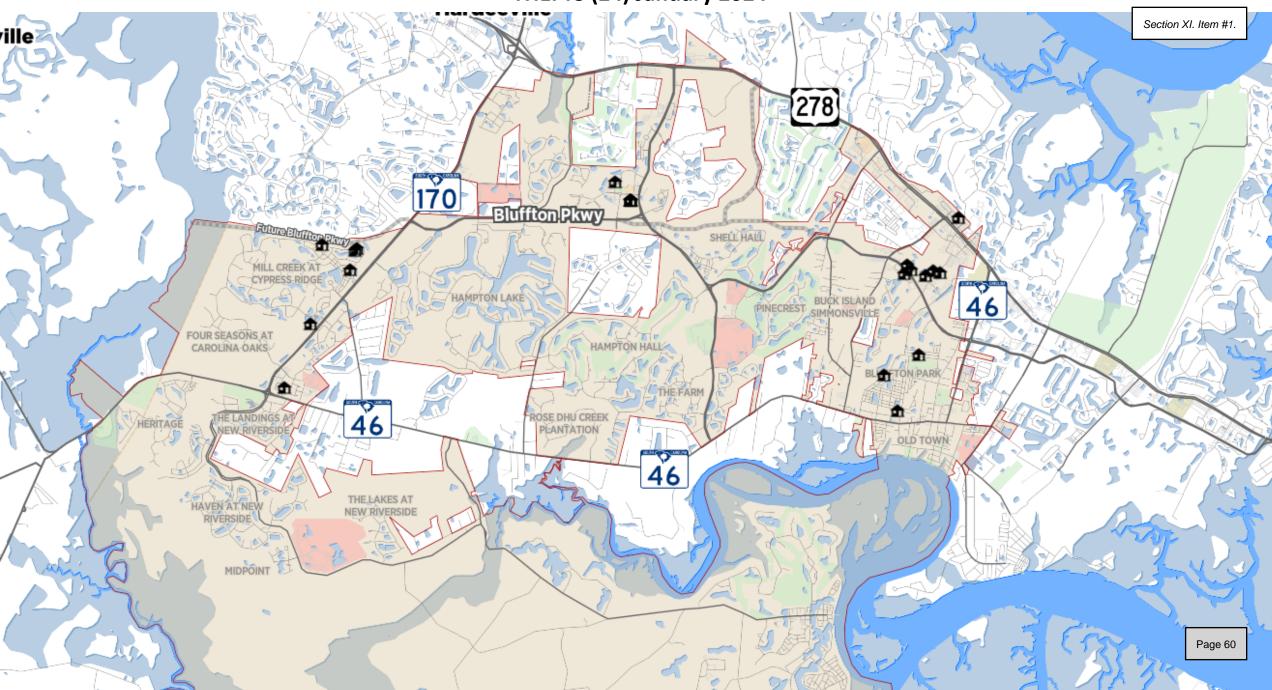
CITATIONS ISSUED (253) January 2024



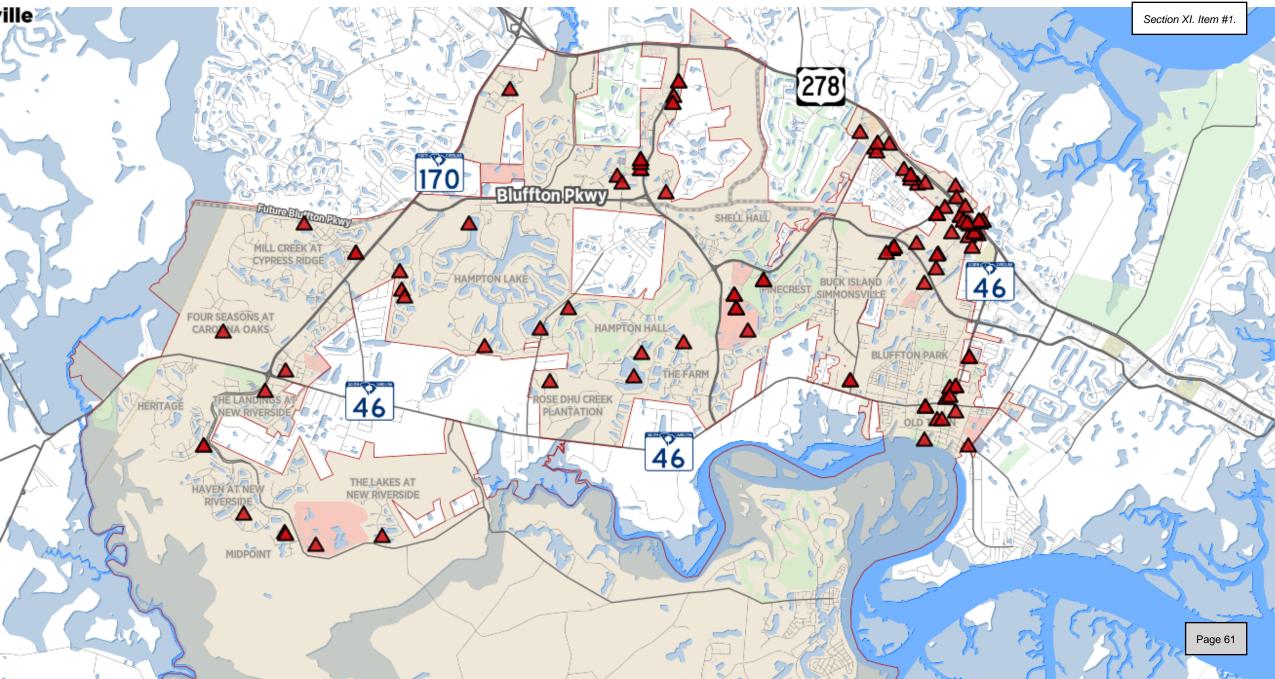
WARNINGS ISSUED (264) January 2024



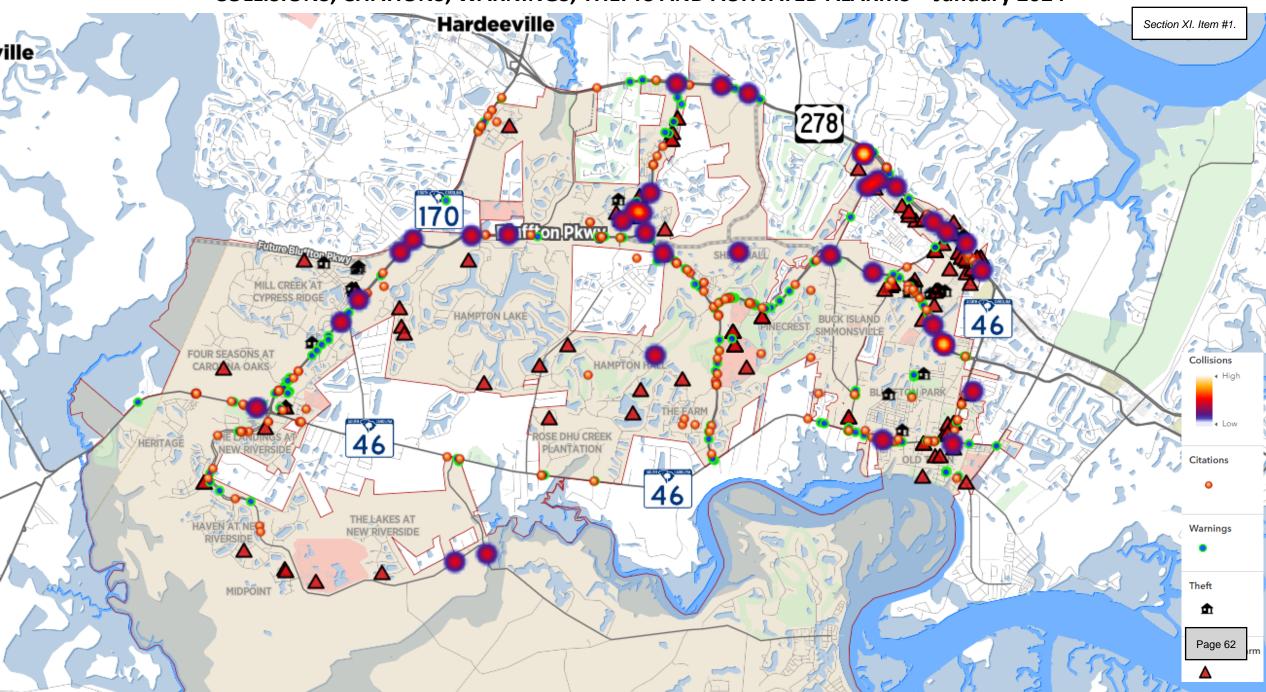
THEFTS (24) January 2024



#1 CALL TYPE – Activated Alarms (125) January 2024



COLLISIONS, CITATIONS, WARNINGS, THEFTS AND ACTIVATED ALARMS – January 2024



PATROL DIVISION

CALLS FOR SERVICE TOP 10 CALL TYPES	
Activated Alarm	125
Case Follow Up	113
Disturbance	82
Accident	65
911 Hang-Up	63
Domestic	54
Reckless Driving	38
Assist Motorist	36
Suspicious Vehicle	34
Noise Complaint	29

PRO-ACTIVE PATROLS		
Extra Patrol - Business	990	
Traffic Stop	399	
Extra Patrol - Residence	386	
Traffic Enforcement	1	

TOTAL CALLS FOR SERVICE:	1057	
AVERAGE PER DAY:	35	

PATROL DIVISION

UNIFORM TRAFFIC CITATIONS TOP 10 VIOLATIONS

Driving without a License	37
Operating Vehicle While License/Registration Expired	35
Speeding 15MPH-24MPH over	22
Failure to Maintain Proof of Insurance	15
Driving Under Suspension	12
Speeding 11MPH-15MPH OVER	12
Open Container or Beer or Wine in Motor Vehicle	9
Possession of 28G (1oz) of Marijuana - 1st Offense	7
Speeding 25MPH Over the Speed Limit	6
Permitting or Operating Vehicle which is not Registered or Licensed	6
Reckless Driving	6

TOTAL CITATIONS ISSUED:	224
AVERAGE PER DAY:	7

UNIFORM TRAFFIC WARNINGS TOP 10 VIOLATIONS

Speeding	69
Defective Equipment	59
Vehicle License Violation	26
Disregarding Stop Sign	25
Speeding & more	14
Changing Lanes Unlawfully	10
Improper Lights	6
Defective Equipment & more	4
Improper Lane Use & more	3
Disregarding Traffic Signal	3

TOTAL WARNINGS ISSUED:	249
AVERAGE PER DAY:	8

CRIMINAL INVESTIGATION DIVISION

CRIMINAL INVESTIGATIONS		
Cases Assigned	19	
Incident Reports	2	
Supplemental Reports	24	
Cases Closed	4	
Arrests Made	1	
Arrest Warrants	9	
Bond Court	9	
Case Call Outs	2	
Search Warrants	6	

Case Call Outs:

1. 24BP01212 - CSC/A&B 3rd

Bond Court:

- 1. 24BP01075 Domestic Violence
- 2. 24BP01539 Domestic Violence
- 3. 24BP01552 Domestic Violence
- 4. 23BP29453 Assault and Battery 3rd
- 5. 24BP01128 Domestic Violence 3rd
- 6. 24BP01212 Assault and Battery 3rd
- 7. 23BP48453 Assault and Battery 3rd
- 8. 24BP00416 Assault and Battery 3rd
- 9. 24BP01304 Assault and Battery 3rd

Mental Health Advocate:

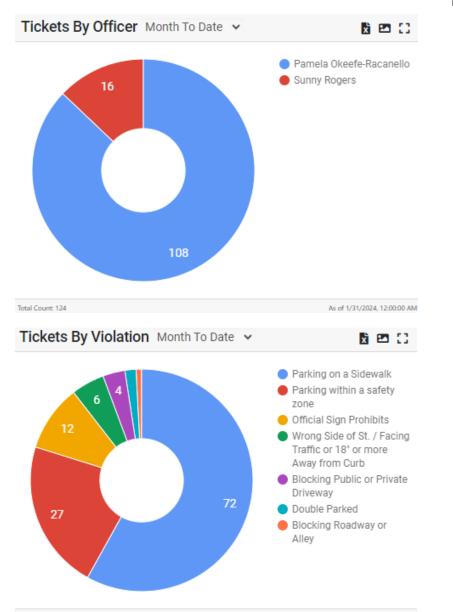
- 2 Calls for Service
- 9 Referrals
- 16 Follow Ups
- 4 Supplemental Reports

Victim Advocate:

- 0 Case Call Out
- 0 Incident Report
- 0 Case Closed
- $3-Bond\ Court$
- 12 Supplemental Reports

COMMUNITY SERVICE ASSISTANTS

Tickets By Status Month To Date 🗸 x 🖭 🖸 Warning Issued Total Count: 124 As of 1/31/2024, 12:00:00 AM Tickets By Location Month To Date 🗸 x 🗠 🖸 CALHOUN ST BLUFFTON RD BRIDGE ST LAWRENCE ST BOUNDARY RD 22



Total Count: 124

Downtown Citations (124) January 2024



CODE ENFORCEMENT

Code Enforcement:

William Bonhag

Signs

• Multiple Business advertisement signs removed from Old Town and various locations throughout Bluffton.

Expired Business License, Notice of Violations

- Letter(s) sent via certified to businesses operating with expired business license.
- 22 Hospitality-Tax letters were drafted and mailed out. 1/16/24
- 10 Accommodation Tax letters were drafted and mailed out. 1/17/24
- 1/8/24 2 tickets were issued to Justin Meister of Streamline Moving and Cleaning for operating w/o a business license and placement of signs (approximately 30+) around the town. Court matter is scheduled for 1/23/24 at 9am.

Complaints / Property Checks / Follow-ups / Ordinance Letters

- Debra Ferrara of 46 Gatewood Lane complained about a loud pump from a construction site with Pulte by Mid Pointe. Kevin Icard addressed the situation, and I informed the caller the town was handling this matter.
- Cypress Ridge # 301 Hulston Landing, car service transportation company working out of home with several vehicles. Extension of the owner's driveway was noted, will monitor as the owner has all the proper licensing, but is limited for number of vehicles.
- Derrick Coaxum asked me to check on the construction vehicles blocking the sidewalk on Hampton Pkwy. I engaged with the Foreman on the job and asked that they not block the sidewalk with any vehicles and to clear the walkway for people passing thru.

218 Buck Island Rd./ owner John Flood

- August 7,2023 was another 30 days given deadline for clean-up of property and removal of all RV occupants in accordance with town codes. (non-compliant)
- William McNeil was found guilty of Nuisance and was told by Judge Bush to leave the property by 1/10/24.
- John Todd has signed all Trespass documents that are held at the LEC to issue when deemed necessary.
- The property was sold on Tuesday 1/9/24 in a tax sale and John Todd has till October 4,2024 to buy it back.

Omega Drive / Buck Island

• This matter has concluded with the removal of his commercial vehicles, I will continue to monitor this location for any further violation that needs to be addressed in the future.

CODE ENFORCEMENT

Code Enforcement continued:

75 Goethe Road

• Residents complained about this location's abundance of tires, vehicles not registered on location and needs to be cleaned-up. Spoke to the son Jonathan as he advised me that he will clean up this location. Indicated he is having his tire machines fixed to open back up his tire business, unfortunately he does not fully comprehend that this area is zoned residential only and the town will not issue a license for this place. Going to revisit soon with other town members of the enforcement team.

331 Buck Island

- 6/7/23 property was visited by Codes, Lt. Ferrelli, Jordan Holloway, and Bill Baugher.
- 6/14/23 notified via email 252 Simmonsville Road flooding due to Ruiz Concrete action of backfilling a pond.
- 6/21/23 meeting with Jordan, myself, and Bill Baugher to discuss all violations. Jordan working on letter draft to be sent to owner of 331 Buck Island to include vehicle removals, RV disconnection, no permits obtained for housing, Residential Zoned Area, no construction yard allowed.
- As of 1/1/24 Mr. Ruiz with his attorney agreed to remove all trash, RV's and his commercial materials from his property. The enforcement team will be scheduling a visit as this site is not fully in compliance with the original agreement.

170 A Goethe Road

• 7/13/23 spoke to the owner Richard regarding his non-registered vehicles on his corner property, advising him that they need to be removed. Richard stated that he is in the process of registering them for his son and daughter. I advised Richard, I would allocate him 10 days to comply, and he agreed. Richard stated he did not want any problems with the town. Richard was very cordial at the time of discussion. Been checking daily for compliance.

252 Simmonsville Road

- 1/25/24 on location with Heather Colin, Bridgette Frazier, Andrea Moreno and owner Mary Hamilton.
- Mary complained about flooding in back yard due to owner at 331 Buck island grading pitch towards her property.
- Took photos of her property line which shows his encroachment.
- Mr. Cervantes (owns 331 Buck Island) showed me his markers and they were placed by the same survey company, showing he was ok and concrete towers were approximately 6 feet 2 inches, below the 7-foot allowable.
- Mr. Cervantes will be submitting a plan to watershed showing his re-direction for the water build up with piping.

CODE ENFORCEMENT

Code Enforcement continued:

42 Shults Road

- 7/18/23 letters to the owner for the removal of 3 vehicles non licensed in the front yard along with a Tree Truck (cherry picker) and trailer in the rear of property.
- Revisiting for inspection

131 Goethe Road

- Claudia Gomez Aguilar was issued letters pertaining to her blatant display of party chairs, tables, along with a possible construction business operating from this location. Tried to open communication with a male subject in the driveway in a work truck, advised him everything needs to be removed and cleaned up.
- Will be revisiting to deliver NOV as operating w/o a BL from this location, which is zoned Residential Only area.
- Pending issuance of summons

20 Stone Street

- Inspection set for Monday 1/29/24 for compliance for clean up of property.
- Complaint was from 32 Guerard St who is selling his property on the opposite side of the fence.

89 Old Carolina Road

- Commercial Building being lived in by Keith Wave, a pilot for the owner of the building Andrew Summers.
- Marcus Noe, Building Safety along with Jason Lee Fire Inspector have ongoing issues with Keith living here as it is commercial only, along with being a fire hazard safety issue.
- Occupant admitted to have a woman her hired for cleaning living in a rear section of the building.
- This matter is pending a letter to the owner as our town attorney Richardson Lebruce spoke to Chet Williams the building owners attorney and Chet according to Richardson will speak with the owner.
- We will be moving forward after inspection again with a letter to the owner stating this is a violation and Keith is not allowed to reside.

COMMUNITY ACTION TEAM

CRASE Training Cross Schools

Attended BPD Policy Review Committee

Attended Christmas Parade follow up meeting.

Attended January/February Special Events meeting.

Attended May River Elementary School meeting.

Command Staff Meeting

Case Follow Up at 331 Buck Island Road

Case Follow Up at 200 Simmonsville Road

COMMUNITY ACTION TEAM

Traffic Officer:

Cpl. Dickson Tickets: 15 Warnings: 4 Collision Reports: 2 Incident Reports: 0

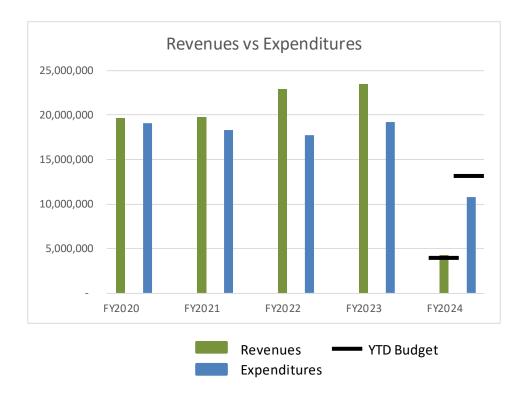
TOWN COUNCIL STAFF REPORT Finance & Administration Department



MEETING DATE	: February 13, 2024
PROJECT	: Consent Agenda: Year-to-date Financial Report
PROJECT MANAGER	Natalie Majorkiewicz, CGFO, Director of Finance & Administration

General Fund Financial Overview:

The chart below shows the revenue collections and expenditures trend for the last four full years and FY2024 year-to-date (YTD) through December 2023. Revenues have been higher than expenditures for the last four full years.



FY2024 YTD through December shows General Fund revenues above the budgeted amount in all line items except for Property Taxes, MASC Telecommunications and Insurance Tax Collection, Franchise Fees, Service Revenues, Fines & Fees, and Miscellaneous revenues. YTD December expenditures are tracking below the budgeted amounts.

FY24 General Fund Financial Overview

Revenues		Expenditures
\$4,288k	YTD	\$10,776k
102.2%	% of Budget	78.3%
\$4,194k	YTD Budget	\$13,757k

ATTACHMENTS:

- 1. General Fund
- 2. Stormwater Fund
- 3. Capital Improvement Program Fund
- 4. Debt Service Fund
- 5. Special Revenue Funds
- 6. Business License Statistics
- 7. Grant Index

Town of Bluffton Actual Versus Budget For Period Ending December 31, 2023

		Мо	nth of December 2	2023			Year-to-D	ate thru Decembe	r 31, 2023	
	FY 2023	FY 2024	More/(Less)	Budget	Over / (Under)	FY 2023	FY 2024	More/(Less)	Budget	Over / (Under
Revenues	• • • • • • • •		• /		• (• • • • • • • • • • • •	• • • • • • • • •	• / • •		• //
Property Taxes	\$ 839,786	\$ 514,835	\$ (324,951) \$	961,163	\$ (446,328)	\$ 1,289,797	\$ 1,007,412	\$ (282,385) \$	1,476,037	\$ (468,62
Licenses & Permits										
Business Licenses	42,299	113,738	71,439	42,593	71,145	452,570	607,348	154,778	424,552	182,79
MASC Telecommunications	193	-	(193)	168	(168)	314	-	(314)	272	(27
MASC Insurance Tax Collection	18,253	196	(18,057)	17,178	(16,982)	41,820	196	(41,624)	39,358	(39,16
Franchise Fees	176,659	79,767	(96,892)	188,748	(108,981)	617,197	581,120	(36,077)	659,432	(78,31
Building Safety Permits	155,081	238,971	83,890	113,695	125,276	1,305,227	1,192,712	(112,515)	833,642	359,0
Application Fees	2,890	7,310	4,420	2,204	5,106	30,540	42,010	11,470	23,292	18,7
Administrative Fees	-	-	-	-	-	-	-	-	-	-
Total Licenses & Permits	395,375	439,982	44,607	364,586	75,396	2,447,667	2,423,386	(24,281)	1,980,548	442,83
Grants and Entitlements	-	-	-	-	-	162,387	341,014	178,627	77,583	263,43
Intergovernmental	-	10,845	10,845	-	10,845	100,000	54,225	(45,775)	-	54,22
Service Revenues	80,959	11,516	(69,443)	93,109	(81,593)	335,381	165,297	(170,084)	347,900	(182,6
Fines & Fees	10,578	9,871	(707)	11,905	(2,034)	60,065	66,629	6,564	67,633	(1,0
Interest Income	17,957	23,804	5,847	14,126	9,678	76,202	179,656	103,454	59,943	119,7
Miscellaneous Revenues	2,056	4,174	2,118	1,030	3,144	129,062	50,162	(78,900)	74,423	(24,2
Total Revenues	1,346,711	1,015,027	(331,684)	1,445,919	(430,892)	4,600,562	4,287,781	(312,780)	4,084,067	203,7
Total Revenues	1,040,711	1,010,027	(001,004)	1,440,010	(400,002)	4,000,002	4,207,701	(012,700)	4,004,007	200,7
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	79,879	-	(79,879)	109,471	(109,4
Total Other Financing Sources & Tranfers In		-	-	-	-	79,879	-	(79,879)	109,471	(109,4
tal Revenues and Other Financing Sources	\$ 1,346,711	\$ 1,015,027	\$ (331,684) \$	5 1,445,919	\$ (430,892)	\$ 4,680,441	\$ 4,287,781	\$ (392,659) \$	4,193,538	\$ 94,24
xpenditures										
Town Council	\$ 9,456	\$ 11,509	\$ 2,053 \$	5 15,753	\$ (4,244)	\$ 60,617	\$ 55,259	\$ (5,358) \$	83,396	\$ (28,13
Executive	97,224	113,778	16,554	285,091	(171,313)	589,070	619,429	30,359	715,065	(95,63
				48,025	,		221.995		295.037	
Economic Development	32,113	28,712	(3,401)		(19,313)	162,393	,	59,602)	(73,0
Human Resources	32,425	31,970	(455)	47,357	(15,387)	218,077	246,678	28,601	349,637	(102,9
Communications and Community Outreach	29,035	54,006	24,971	57,575	(3,569)	219,628	290,411	70,783	396,896	(106,4
Police	584,439	683,641	99,202	914,868	(231,227)	3,742,987	3,927,403	184,416	5,180,627	(1,253,2
Municipal Judges	2,824	8,112	5,288	8,320	(208)	16,965	40,085	23,120	56,954	(16,8
Municipal Court	25,355	116,811	91,456	31,024	85,787	236,637	253,629	16,992	299,422	(45,7
Finance	91,931	107,852	15,921	102,620	5,232	374,781	462,307	87,526	658,497	(196,1
Information Technology	67,186	98,702	31,516	120,264	(21,562)	973,558	1,017,158	43,600	1,463,764	(446,6
Customer Service	18,294	21,833	3,539	23,462	(1,629)	105,736	117,582	11,846	148,190	(30,6
Planning & Community Development	136,907	130,810	(6,097)	136,806	(5,996)	597,446	725,567	128,121	818,663	(93,0
Building Safety	59,169	65,528	6,359	92,245	(26,717)	368,799	487,216	118,417	601,611	(114,3
Project Management	64,749	61,013	(3,736)	76,250	(15,237)	403,820	370,546	(33,274)	418,723	(48,1
Public Works	224,759	145,568	(79,191)	275,876	(130,308)	1,037,793	914,946	(122,847)	962,352	(47,4
Town Wide	17,026	143,477	126,451	22,410	121,067	1,586,612	1,026,123	(560,489)	1,308,331	(282,2
otal Expenditures	1,492,891	1,823,322	330,431	2,257,946	(434,624)	10,694,919	10,776,334	81,415	13,757,165	(2,980,8
ther Financing Uses										-
ther Financing Uses Transfers Out to Capital Improvements Program Fund	_		_	_	_	_	_			
mansiers Out to Capital improvements Flogram Fund	·	-	-	-		-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-
Total Transfers otal Expenditures and Other Financing Uses	-	-	-	-	-		-	-	-	

t 2

Town of Bluffton Actual Versus Budget For Period Ending December 31, 2023

				Mon	th of	December 2	023						Year-to-Da	ate t	hru December	31, 2023		
	I	TY 2023	FY 20	24	Мо	re/(Less)	Budget	Ove	er / (Under)		FY 2023	F	Y 2024	Мс	ore/(Less)	Budget	Ove	r / (Under)
Revenues																		
Stormwater Utility Fee	\$	165,680 \$	6 82	2,330	\$	(83,350) \$	178,494	\$	(96,164)	\$	171,229	\$	103,433	\$	(67,796) \$	184,471	\$	(81,038)
Licenses & Permits																		
NPDES Plan Review Fee		7,800	12	2,530		4,730	4,662		7,868		58,850		56,255		(2,595)	35,174		21,081
NPDES Inspection Fee		29,300	2	,350		(7,950)	23,434		(2,084)		228,350		149,500		(78,850)	182,630		(33,130)
Total Licenses & Permits		37,100	33	8,880		(3,220)	28,096		5,784		287,200		205,755		(81,445)	217,804		(12,049)
Total Revenues		202,780	116	5,210		(86,570)	206,590		(90,380)		458,429		309,188		(149,241)	402,275		(93,087)
Total Revenues and Other Financing Sources	\$	202,780	5 116	6,210	\$	(86,570) \$	206,590	\$	(90,380)	\$	458,429	\$	309,188	\$	(149,241) \$	402,275	\$	(93,087)
Funnality																		
Expenditures	¢	115 215 0	· · ·	7,868	\$	(07 447) ¢	102.000	\$	(105 044)	¢	400.000	¢	504 204	\$	C 000 ¢	000 507	\$	(220,400)
Watershed Management	\$	115,315		,	Ф	(27,447) \$	192,909	Φ	(105,041)	\$	498,292	Φ		Φ	6,099 \$	833,587	Ф	(329,196)
Total Expenditures		115,315	8	,868		(27,447)	192,909		(105,041)		498,292		504,391		6,099	833,587		(329,196)
Other Financing Uses																		
Transfers Out to Capital Improvements Program Fund		-		-		-	-		-		-		-		-	-		-
Transfers Out to General Fund		-		-		-	-		-		-		-		-	-		-
Transfer Out to Debt Service		-		-		-	-		-		73,150		-		(73,150)	280,384		(280,384)
Contribution to Fund Balance		-		-			-		-		-		-			-		-
Total Transfers		-		-		-	-		-		73,150		-		(73,150)	280,384		(280,384)
Total Expenditures and Other Financing Uses	\$	115,315	6 87	7,868	\$	(27,447) \$	192,909	\$	(105,041)	\$	571,442	\$	504,391	\$	(67,051) \$	1,113,971	\$	(609,580)

Town of Bluffton Budget and Actual - Capital Improvement Program Fund For Period Ending December 31, 2023

	YTD Actual	Adopted Budget	Budget Amendments and Transfers	Revised Budget	Actual vs Budget Difference	Actual as % of Budget
	Notual	Duugot		Duugot	211010100	Daugor
tormwater and Sewer						
ewer Connections Policy	\$ 521,145	\$ 384,000	\$ 753,776	\$ 1,137,776	\$ 616,631	45.8
uck Island Sewer Phase 5	1,042,215	2,400,000	151,436	2,551,436	1,509,221	40.8
istoric District Sewer Extension Phase 2	137,921	-	323,446	323,446	185,525	42.6
istoric District Sewer Extension Phase 3	136,954	-	199,124	199,124	62,170	68.8
storic District Sewer Extension Phase 4	1,116	520,140	38,823	558,963	557,847	0.2
storic District Sewer Extension Phase 5	912	468,480	35,034	503,514	502,602	0.2
istoric District Sewer Extension Phase 6	1,555	579,600	42,037	621,637	620,082	0.3
ridge Street Streetscape	135,368	110,490	565,927	676,417	541,049	20.0
	1,484	228,100	59,417	287,517	286,033	0.5
omprehensive Drainage Plan Improvements			39,417			
ay River Action Plan Impervious Restoration/Water Quality Project	42,489	459,000	-	459,000	416,511	9.3
toney Crest Campground/Old Palmetto Bluff Rd	-	419,099	-	419,099	419,099	0.0
ritchard Street Drainage Improvements	128	1,442,706	9,990	1,452,696	1,452,568	0.0
Total Stormwater and Sewer	2,021,287	7,011,615	2,179,010	9,190,625	7,169,338	22.0
oads						
storic District Streetscape and Drainage Improvements	43,859	378,121	282,250	660,371	616,512	6.6
alhoun Street Streetscape	33,550	447,837	229,680	677,517	643,967	5.0
S Neighborhood Sidewalks & Lighting	56,507	-	186,263	186,263	129,756	0.0
oethe-Shultz Neighborhood Sidewalks & Lighting	6,612	-	297,500	297,500	290,888	2.2
harf Street Lighting		185,750	58,810	244,560	244,560	0.0
oundary Street Lighting			44,403	44,403	44,403	0.0
bundary Street Streetscape	605	893,050	43,731	936,781	936,176	0.1
	005		43,731			
ownwide Wayfinding Signage System	-	40,000	-	40,000	40,000	0.0
host Roads	2,602	376,000	12,177	388,177	385,575	0.7
Total Roads	143,735	2,320,758	1,154,814	3,475,572	3,331,837	4.1
acilities						
own Hall Improvements	73,638	250,000	50,000	300,000	226,362	24.5
quire Pope Carriage House	197,963	1,035,586	585,858	1,621,444	1,423,481	12.2
aw Enforcement Center Facility Improvements	23,892	156,500	38,485	194,985	171,093	12.3
arah Riley Hooks Cottage	-	345,217	19,215	364,432	364,432	0.0
Total Facilities	295,493	1,787,303	693,558	2,480,861	2,185,368	11.9
and						
and Acquisition	3,446	3,998,175	995,045	4,993,220	4,989,774	0.1
Total Land	3,446	3,998,175	995,045	4,993,220	4,989,774	0.1
ousing						
ffordable Housing Project	20,196	1,708,672	(32,628)	1,676,044	1,655,848	1.2
Total Housing	20,196	1,708,672	(32,628)	1,676,044	1,655,848	1.2
conomic Development						
uckwalter Place Multi-County Commerce Park Phase 2	40,165	3,327,940	176,480	3,504,420	3,464,255	1.1
Total Economic Development	40,165	3,327,940	176,480	3,504,420	3,464,255	1.1
arks						
ark Improvements	121,313	354,700	145,438	500,138	378,825	24.3
yster Factory Park	182,143	1,041,110	406,132	1,447,242	1,265,099	12.6
scar Frazier Park	341,123	1,030,000	85,419	1,115,419	774,296	30.6
ew Riverside Park/Barn Site	551,046	4,880,693	1,095,323	5,976,016	5,424,970	9.2
ew River Trail	35,637	28,195	2,075,555	2,103,750	2,068,113	1.7
	89,714		2,075,555			
ew Riverside Village Park	69,714	288,000		288,000	198,286	31.2
iblic Art Total Parks	1,320,976	7,622,698	100,000 3,907,867	100,000 11,530,565	100,000 10,209,589	0.0
formation Technology Infrastructure	-	68,500		68,500	68,500	0.0
ommunity Safety Cameras Phase 6		130,000	9,971	139,971	103,116	26.3
	36.855					
ommunity Safety Cameras Phase 6 etwork Improvements ocument Management - Phase 2	36,855			-	-	NI/A
	36,855 	290,000 488,500	(290,000) (280,029)		171,616	N/A 17.3

Town of Bluffton Actual Versus Budget For Period Ending December 31, 2023

				Mont	h of	December 20	23						Year-to-Da	te th	ru December	31, 2023		
	I	FY 2023		FY 2024	М	ore/(Less)	Budget	Ove	er / (Under)		FY 2023	1	FY 2024	М	ore/(Less)	Budget	0	ver / (Unde
Revenues																		
Property Taxes	۴	404.055	¢	000 040	¢	(407 707) @	204.040	¢	(4.40, 500)	¢	400.070	¢	040.000	¢	(400 700) @	204.0	07 4	(4 4 4 6 0
Real & Personal Property Tax (TIF)	\$	424,055	\$	236,348	\$	(187,707) \$	384,848	\$	(148,500)	\$	423,878	Ф	240,080	\$	(183,798) \$,		· · ·
GO Bond Debt Service Property Tax		38,794		23,783		(15,011)	36,155		(12,372)		59,576		46,524		(13,052)	55,5		(8,99
Total Property Tax Licenses & Permits		462,849		260,131		(202,718)	421,003		(160,872)		483,453		286,604		(196,849)	440,2	09	(153,60
		04 000		11 001		(12.077)	OF 446		(12 626)		07 775		14.001		(10 7 4 4)	<u></u>	07	(1 4 25
Municipal Improvement District Fee Interest Income		24,898		11,821 8,743		(13,077)	25,446		(13,626)		27,775		14,031		(13,744)	28,3		(14,35
Miscellaneous Revenues		33,551		6,743		(24,808)	404		8,339		33,551		57,527		23,976	1,3	90	56,13
		-		-		-	-		-		-		-		-	400.0	~~	-
Total Revenues		521,299		280,695		(240,604)	446,854		(166,159)		544,780		358,162		(186,618)	469,9	92	(111,83
Other Financing Sources		-		-		-	-		-		-		-		-	-		-
Transfers In		-		-		-	72,533		(72,533)		73,150		-		(73,150)	72,5	33	(72,53
Total Other Financing Sources & Tranfers In		-		-		-	72,533		(72,533)		73,150		-		(73,150)	72,5		(72,53
otal Revenues and Other Financing Sources	\$	521,299	¢	280,695	¢	(240,604) \$	519,387	¢	(238,692)	\$	617,930	¢	358,162	¢	(259,768) \$	542,5	25 0	(184,36
xpenditures																		
Series 2014 TIF Bonds Debt Service																		
Principal	\$	-	\$	-	\$	- \$	-	\$	-	\$	851,304	\$	873,554	\$	22,250 \$,		-
Interest		-		-		-	-		-		45,680		34,698		(10,982)	34,6	98	-
Series 2022 TIF Bonds Debt Service																		
Principal	\$	-	\$	-	\$	- \$	-	\$	-	\$	-	\$	-	\$	- \$	-	\$	-
Interest		-		-		-	-		-		-		-		-	-		-
Series 2020 GO Bonds Debt Service																		
Principal		-		-		-	-		-		-		-		-	-		-
Interest		-		-		-	-		-		72,900		67,150		(5,750)	67,1	50	-
Series 2020A GO Bonds Debt Service																		
Principal		-		-		-	-		-		-		-		-	-		-
Interest		-		-		-	-		-		73,150		69,400		(3,750)	69,4	00	-
Miscellaneous		-		-		-	-		-		-		-		-	-		-
otal Expenditures		-		-		-	-		-		1,043,034		1,044,802		1,768	1,044,8	02	-
ther Financing Uses																		
Transfers Out to Capital Improvements Program Fund		-		-		-	-		-		-		-		-	-		-
Total Transfers		-		-		-	-		-		-		-		-	-		-
otal Expenditures and Other Financing Uses	\$		\$		\$								1,044,802				02 \$	



Town of Bluffton Special Revenue Accounts For Period Ending December 31, 2023

						FY2024									Original
	JUL	AUG	SEP	ост	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Estimate
Revenues															
State Accommodations Tax	1,533	1,721	1,963	237,553	1,773	2,006								246,549	1,030,150
Local Accommodations Tax	5,269	151,068	108,061	124,885	176,611	171,277								737,171	1,597,500
Hospitality Tax	55,957	340,329	282,100	283,047	355,917	346,967								1,664,317	3,788,036
Total Revenues	62,759	493,118	392,124	645,485	534,301	520,250	-	-	-	-	-	-	-	2,648,037	6,415,686

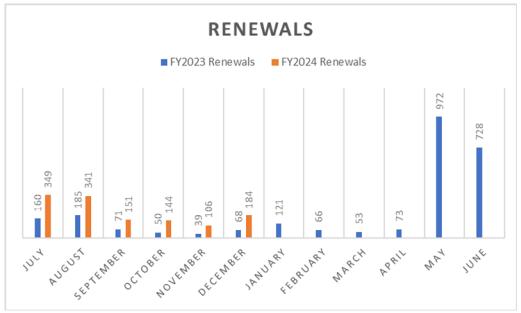
						FY2023									Original
	JUL	AUG	SEP	ост	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Estimate
Revenues															
State Accommodations Tax	400	468	509	256,141	783	897	229,281	916	1,155	145,283	1,388	1,466	484,835	1,123,522	1,175,700
Local Accommodations Tax	614	173,603	126,868	137,517	152,941	158,074	114,639	63,354	83,215	24,975	331,683	187,863	176,431	1,731,778	1,577,800
Hospitality Tax	4,685	255,181	281,079	312,591	335,754	307,857	291,337	235,565	310,100	87,619	491,342	352,679	405,875	3,671,664	2,730,300
Total Revenues	5,699	429,252	408,456	706,249	489,478	466,828	635,257	299,835	394,471	257,876	824,412	542,009	1,067,141	6,526,963	5,483,800

	FY2024 VS FY2023 (more / (less)													
	JUL	AUG	SEP	ост	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	1,133	1,253	1,454	(18,588)	990	1,109								(12,649)
Local Accommodations Tax	4,655	(22,535)	(18,807)	(12,632)	23,670	13,203								(12,446)
Hospitality Tax	51,272	85,148	1,021	(29,544)	20,163	39,110								167,170
Total Revenues	57,060	63,866	(16,332)	(60,764)	44,823	53,422	-	-	-	-	-	-	-	142,075

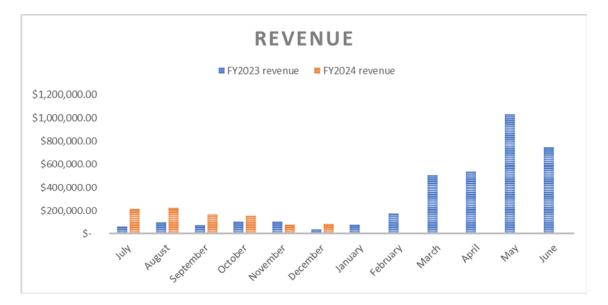
Business License Statistics:

Business License applications for FY2024 through December total 1,468 (371 new business and 1,097 renewals) compared to FY2023's total of 776 (289 new business and 487 renewals).





Business license renewals reflect an increase of 367% or 88 licenses and revenue collections show an increase of 128% or \$47,030 for the month of December when comparing to last year. The increase in revenue is in large part due to the bump up in permit revenue. Business license revenue through permits for December is \$45,392 which is an increase of 116% or \$24,348 when comparing to last year.



The amended ordinance that went into effect January 1st, 2019 included additional incentives for new businesses and businesses with multiple locations within the Town. For the 2023 business license renewals through June, three hundred, eleven (311) business have qualified for the Town's incentives for a total revenue reduction of \$331,978.87.

	Number of	Gross Income	Total Incentive
Incentive	Businesses	Deducted	Amount
10%	65	\$ 14,478,076	\$ 16,384
20%	104	10,335,598	13,150
40%	126	8,733,358	12,821
CAP	14	234,448,335	289,488
2+	2	71,607	136
Grand Total	311	\$ 268,066,974	\$ 331,979

	Number of	Total Incentive
Rate Class	Businesses	Amount
1	45	\$ 104,649
2	3	613
3	51	70,924
4	30	4,422
5	35	4,864
6	0	0
7	126	10,897
8.1	20	110,480
9.3	1	25,130
Grand Total	311	\$ 331,979

Included in the Business License Revenue are permits for both Mobile Vending and Short-Term Rental.

- Mobile Vending Permit (MVP): \$400 for a calendar year
 - Zero (0) 2023 MVPs issued in December
 - Sixteen (16) are compliant
 - One (1) is non-compliant
 - None are pending
 - There are 17 identified Mobile Vending businesses
 - Seven (7) 2024 permits have been applied for.
- Short-Term Rental Permit (STRP): \$325 for a calendar year
 - Seventy-five (75) 2023 STRPs issued in December
 - One hundred and ninety-seven (197) 2023 STRPs are compliant with a permit
 - Seventy (70) are non-compliant
 - o Twenty-two (22) are in-process
 - o There are two hundred and eighty-nine (289) properties identified
 - One hundred and twenty-four (124) 2024 permits have been applied for.



Attac

Section XI. Item #1.

Grant Program / Name	Federal/ State/ Other	Town Project Description	Department	Status	Amo	ount Funded by Grant	то	own's Match	Total Project Amount	Date of Award	Grant Start Date	Grant Expiration
South Carolina Infrastructure Investment Program (SCIIP)	Federal	Stoney Crest area septic to sewer; local match split equally among Town, Beauf.Co, and BJWSA.	Stormwater	AWARDED TO BJWSA	\$	5,925,000.00	div ar	\$1,975,000 vided equally mong Town, County, and BJWSA	\$ 7,900,000.00	04/27/23	04/24/23	6/1/2026
American Rescue Plan Act (ARPA) grant from the State and Local Fiscal Recovery Fund (SLFRF)	Federal	coronavirus recovery, Entitlement community with Tier 5 reporting	Finance	Active	\$	1,982,471.00		none	\$ 1,982,471.00	05/27/21	03/03/21	obligated by 12/31/2024 expended by 12/31/2026
Community Development Block Grant (CDBG)	Federal	BIS sanitary sewer, Phase 5	CIP	Active	\$	500,000.00	\$	3,002,282.00	\$ 3,502,282.00	10/14/19	10/14/19	12/30/2023
Land and Water Conservation Fund	Federal	New Riverside Barn Park	CIP	Active	\$	500,000.00	\$	500,000.00	Phase I > \$1M	10/18/21	10/19/21	10/31/2023; extended to 7/31/2024
Bureau of Justice Assistance Office Programs Bulletproof Vest Partnership - 2021	Federal	Bulletproof Vests for Police Officers	Police	closing out	\$	1,637.10	\$	1,637.10	\$ 3,274.20	04/28/22	09/30/21	8/31/2023
Section 319(h) Nonpoint Source Pollution, Assistance Program	Federal	May River Watershed Action Plan Phase IV; sewer connections (Poseys Court, Pritchard Street, Bridge Street)	Stormwater / CIP	Active	\$	365,558.36	\$	243,830.00	\$ 609,388.36	06/21/19	09/25/19	7/24/2023; extended to 9/30/2024
Nonpoint Source Implementation Program - Section 319(h) of the Clean Water Act	Federal	May River Watershed Action Plan, Phase V - stormwater retrofit (Bridge St)	Stormwater / CIP	Active	\$	228,165.15	\$	152,110.10	\$ 380,275.25	10/01/20	12/04/20	12/3/2023
FFY 2023 Justice Assistance Grant (JAG)	Federal	Domestic Violence Investigator and Community Mental Heath Officer	Police	closing out	\$	141,404.40	\$	15,711.60	\$ 157,116.00	10/14/22	10/01/22	9/30/2023
Nonpoint Source Implementation Program - Section 319(h) of the Clean Water Act	Federal	May River Watershed Action Plan, Phase VI - stormwater retrofit (Pritchard St)	Stormwater / CIP	Active	\$	124,577.00	\$	83,398.00	\$ 207,975.00	11/16/22	11/16/22	11/15/2025

FY24 Park and Recreation Development Fund (PARD)	State	New River Trail Restroom Shelter	CIP	Active	\$ 26,000.00	\$ 6,500.00	\$ 32,500.00	05/08/23	05/08/23	5/8/2026
School Safety Program FY24 (School Resource Officer)	State	SRO funding for six officers	Police	Active	\$ 893,422.29	none	\$ 893,422.29	6/16/2023	7/1/2023	6/30/2024
FY24 State Appropriation Act	State	New River Linear Trail	CIP	Active	\$ 2,000,000.00	\$ 705,172.00	\$ 2,705,172.00	10/16/2023	10/16/2023	10/16/2026
FY24 State Appropriation Act	State	Agility Course	Police	Active	\$ 50,000.00	none	\$ 50,000.00	9/8/2023	9/8/2023	6/15/2024

\$ 6,813,235.30

Sen Graham appropriation / COPS Law Enforcement Technology	Federal	equipment for PD	Police	pending Federal budget approval and grant agreement from Dept of Justice	\$ 1,348,178.00	\$ 337,045.00	\$ 1,685,223.00		9/30/2024
Nonpoint Source Implementation Program - Section 319(h) - Clean Water Act	Federal	May River Phase VII	CIP	submitted 6/26	\$ 629,850.00	\$ 432,893.00	\$ 1,062,743.00		9/30/2026
National Opioid Guaranteed Political Subdivision Subfund	State	Opioid settlement money	Police	writing application with PD	\$ 25,915.25	none	\$ 25,915.25		6/30/2024
Building Resilient Infrastructure and Communities (BRIC)	Federal	Historic District drainage	Watershed	submitted 12/14	\$ 278,550.00	\$ 30,950.00	\$ 309,500.00		36 months from date of award
StimulateSC	State	DRCI Artificial Intelligence Training Program	DRCI	submitted 11/28	\$ 10,450.00	\$ 10,450.00	\$ 20,900.00		45580

STAFF REPORT Human Resources Department



MEETING DATE:	February 13, 2024
PROJECT:	January 2024 Activity Report
PROJECT MANAGER:	Anni Evans, Director of Human Resources

Human Resources Summary:

New Hires: 3

Pedro Ocasio Title: Network System Administrator Start Date: January 11, 2024 Department: Information Technology

Christopher Lopez Title: Police Officer Start Date: January 11, 2024 Department: Police

Edward King Title: Police Officer Start Date: January 25, 2024 Department: Police

Exits: 2

Jeremy Mangione Title: Police Officer Exit Date: January 18, 2024 Department: Police

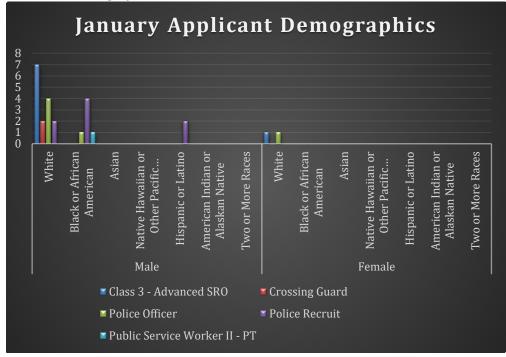
Madisen Emerson Title: Police Officer Exit Date: January 31, 2024 Department: Police

Jobs posted:

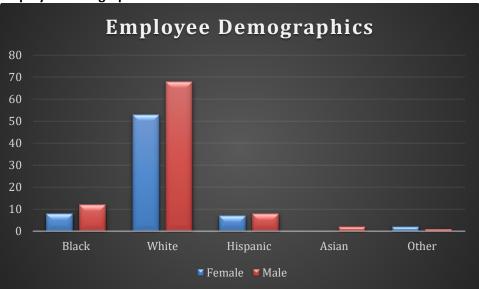
Police Officer Police Recruit SRO – Class 3 Crossing Guard Public Services Worker II – PT

- Birthday/Anniversary Celebration 1/19/24 Alljoy Donuts
- College Championship Square Game
- Employee Performance Evaluations completed in Employee Self Service
- New Year's Resolution campaign

Candidate demographics:



Employee demographics:



STAFF REPORT Municipal Court Department



MEETING DATE:	February 13, 2024
PROJECT:	December Activity Report
PROJECT MANAGER:	Lisa Cunningham, Clerk of Court

Court Summary

Town of Bluffton Municipal Court convenes every Tuesday morning. In December 2023 a total of three morning sessions. The Municipal Court currently has 356 cases pending which is a combination of 316 criminal/traffic cases, 19 jury trial requests, and 21 defendants enrolled in alternative programs.

Indigent Defense cases

Town of Bluffton currently contracts with the 14th Circuit Public Defenders Office to provide Indigent Defense Counsel to all defendants who meet the Annual Federal Poverty Guidelines. Year to date our Indigent Defense Attorney has 587 cases which is a combination of 34 pending and 553 disposed on the docket as of December 2023.

Alternative Programs

Defendants are sometimes offered the opportunity to complete Alternative Programs in lieu of convictions on their traffic and/or criminal record.

There are currently 4 active participants in the Conditional Discharge Program. The Conditional Discharge Program requires the completion of 40 hours of community service as well as a drug and alcohol program. Participants must also pay a program fee of \$150.00 upon completion.

There are currently 9 active participants in the Alive@25 classes which are offered through the National Safety Council. Alive@25 classes are for traffic offenders under 25 years of age who have never had a traffic infraction and the current charge pending carries no more than 4 points.

Traffic Education Program referred to as TEP has 5 active participants. The TEP Program cost is \$280.00 plus the cost of online driving class. It is designed for offenders who have pending moving violations except for Driving under the Influence, Driving under Unlawful Alcohol Concentration, and Reckless Driving.

Alcohol Education Program referred to as AEP has 0 active participants. AEP is only inclusive for alcohol related charges such as minor in procession of alcohol or false identification for

offenders between the ages of 17-21. AEP costs \$250.00 plus the cost of online driving class and alcohol education classes.

Pre-Trial Intervention referred to as PTI has 3 active participants. PTI is a program for first-time offenders charged with non-violent crimes all charges are accepted in the program except for Driving Under Influence (DUI) or Driving under Unlawful Alcohol Concentration (DUAC). Program cost \$350.00 plus the cost of online driving class, counseling and/or drug testing.

TEP, AEP, and PTI are directly managed through the Solicitors office. The Court provides a referral and the Solicitors Office provides a completion or termination report upon completion date.

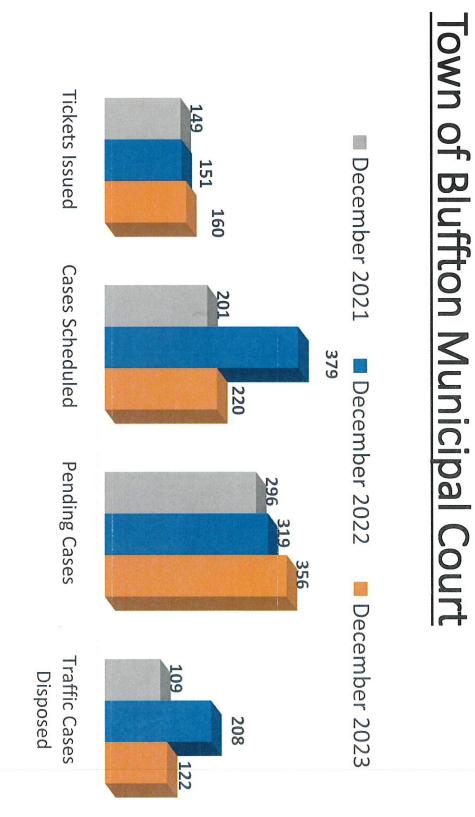
Statistics for December 2023 Town of Bluffton Municipal Court

Presented by:

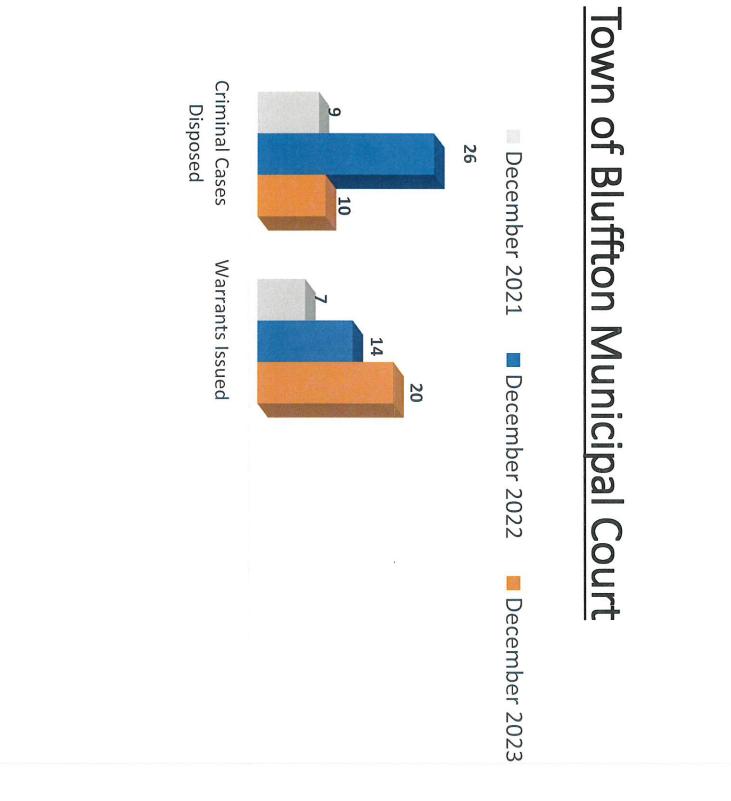
Lisa Cunningham, Clerk of Court



Page 88

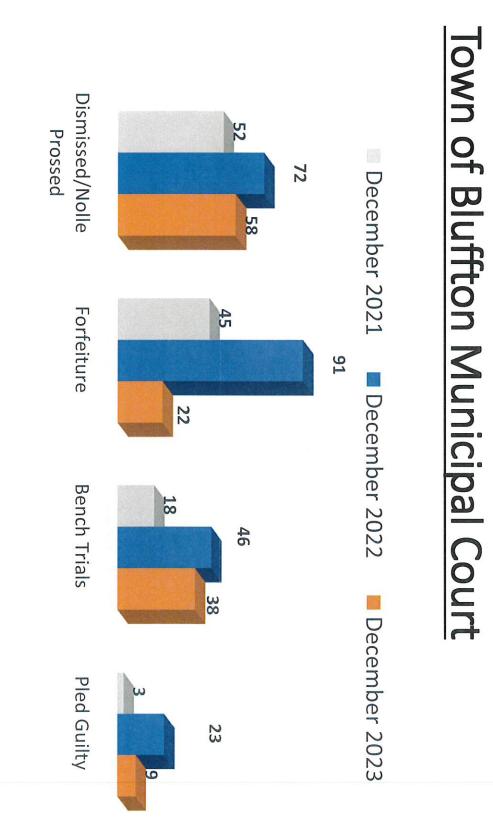








Page 90





Page 91

Town of Bluffton Municipal Court

Terminology

- Disposition the ruling of the court, the final outcome of the violation.
- **Dismissed** no prosecution because either a program was completed, or motion granted.
- Nolle Prosequi the prosecutor or officer did not wish to prosecute the case
- Forfeiture the bond was posted, and defendant did not appear for court, so it was converted to a fine.
- Guilty Bench Trial the Judge ruled in favor of the State.
- Not Guilty Bench Trial the Judge ruled in favor of the Defendant.
- Pled Guilty the defendant did not contest the violations
- **Disposed** the case is no longer pending and a disposition has been indicated.
- Pending the cases awaiting trial or currently enrolled in a program



TOWN COUNCIL



STAFF REPORT Projects and Watershed Resilience Department

MEETING DATE:	February 13, 2024
SUBJECT:	Projects and Watershed Resilience Department Monthly Report
PROJECT MANAGER:	Kimberly Washok-Jones, Director of Projects and Watershed Resilience

CAPITAL IMPROVEMENTS PROGRAM (CIP) UPDATE

PATHWAYS

- 1. Buck Island-Simmonsville Neighborhood Sidewalks and Lighting
 - Construction of the Phase 6B sidewalks and drainage is complete.
 - <u>Next Steps</u>
 - Complete Phase 6B SCDOT closeout.
 - Construction of the street lighting is proposed to be completed in FY 2024 by Dominion.

2. New River Linear Trail

- Submitted plans to Santee Cooper for review and cost share for bridge replacements. They stated they will not participate in a cost share; thus, staff is reviewing the easement agreement terms with legal for next steps.
- Received \$26,000 PARD grant award and \$2 million in SC appropriations.
- Easement donation from New Riverside Community Association, Inc. approved at 3/14/23 Town Council.
- Restroom purchase agreement approved at 7/11/23 Town Council.
- Well installed and tested.
- Dominion utility easement approved at 10/10/23 Town Council.
- Bathroom 100% plans approved. Bathroom fabrication in progress.
- <u>Next Steps</u>
 - Continue engineering design and permitting for Phases 1 and 2.
 - Bathroom installation is proposed to be installed this Spring.
 - Bid responses due date for the restroom installation was extended due to no submissions. At second bid opening, two submissions were received, and a contract is being negotiated.

SEWER & STORMWATER

- 1. Buck Island-Simmonsville Sewer (Phases 5A-D)
 - Permits/Contracts are complete, the project is under construction.

• Next Steps

• Mainline Construction is proposed to be complete in February 2024. Connections will start after receiving the permit to operate.

2. Historic District Sewer Extension Phases 2 & 3 - Bridge & Colcock Streets

- Jordan Construction of Hilton Head, Inc. continues construction.
- Main line testing is complete and waiting on approvals to operate.
- <u>Next Steps</u>
 - Finalize installation of grinder pumps and house connections.

3. Historic District Sewer Extension Phases 4 through 6 – Lawrence, Green and Water Streets

- Design for Phases 4, 5, & 6 were submitted to BJWSA for initial review.
- <u>Next Step</u>
 - o Incorporate BJWSA comments into final construction documents.
 - Construction implementation is pending acquisition of Quit Claim Deeds from all the property owners along the ghost roads or initiate legal action.

4. May River Watershed Action Plan Impervious Restoration Water Quality Projects

- Initial site investigations are complete for 8 of the 11 participating project sites.
- Palmetto Pointe Towns, Lowcountry Community Church and Apartment One declined to participate in the Program at this time.
- Updated Policy document for Impervious Restoration Program submitted and under review.
- Geotechnical investigations for all sites have been completed.
- Initial Property Owner contacts for the selected 15 Additional Sites within municipal limits have been made.
- <u>Next Steps</u>
 - Review results of geotechnical information. Update site concepts based on geotechnical data and begin preliminary design.
 - Based on comments received from the school district, finalize preliminary design plan for School sites.
 - Comments on Updated Draft Policy Document presented to consultant and initial meeting to discuss comments and Final Draft prestation held. Follow up meeting is scheduled.

HISTORIC DISTRICT IMPROVEMENTS

1. Boundary Street Lighting

- Complete contract revisions with Dominion to install street lighting on the west side of Boundary Street.
- <u>Next Steps</u>
 - o Dominion to install street lighting in FY 2024.

2. Squire Pope Carriage House Preservation

- The contract with Huss Inc. was executed and construction began on 1/16/23.
- New sheathing / plywood and ice and water shield has been installed. All windows and doors have been refinished and reinstalled. HVAC, plumbing, electrical, fire suppression and low voltage rough ins are complete.

<u>Next Steps</u>

- o Complete exterior siding, interior trim/fixtures, and painting.
- Obtain FY25 budget approval for Welcome Center and office upfit.
- Construction of the structure is planned to be complete in May.
- Landscape is planned to be complete this Summer.

3. Bridge Street Streetscape

• Phase 1 lighting completed.

<u>Next Steps</u>

- SCDOT approved additional storm drainage plan at Martins Place. Construction is scheduled for spring of 2024.
- Continue phase 2 engineering design for SCDOT permitting.
- Coordinate meeting with Hargray and Montessori regarding easements.
- Continuing stakeholder meetings.

4. Boundary Street Streetscape

- Engineering Design is 70% complete and submitted to Watershed for stormwater for initial review.
- Met with Dominion Energy on 5/17/23. Completion of underground conversion plans from Dominion Energy is subject to the Town obtaining easements for May River Transmission line and proposed switch gear locations.
- <u>Next Steps</u>
 - Continue with engineering design, underground power coordination, and permitting.
 - Obtain easement exhibits and begin appraisals in FY 2024.
 - Construction to begin in FY 2025, subject to acquisition of all required easements.

5. Calhoun Street Streetscape

- Preliminary engineering design is 40% complete.
- Met with Dominion Energy on 5/17/23. Awaiting underground conversion plans from Dominion Energy.

<u>Next Steps</u>

- Begin negotiations with May River Road property owners for main transmission line easements.
- Once the main transmission line easements have been completed, then continue with engineering design into FY 2024.
- Prepare easement acquisition plats for Phase 1 in FY 2024 and begin easement acquisition.

• Phased construction is planned to begin in FY 2026 pending budget approval and acquisition of all required easements.

6. Pathway Pedestrian Safety Improvements

- Completed Historic District crosswalk study identifying and prioritizing future intersection/crosswalk improvements to meet ADA compliance.
- Phase 1 ADA sidewalk improvements along Goethe Road were completed on 1/2023.
- Contract with ICE approved at 9/12/23 Town Council meeting.
- <u>Next Steps</u>
 - o 70% design plans.

7. Comprehensive Drainage Plan Improvements

- Asset inventory and condition assessment complete for Heyward Cove.
- 2D H/H model development complete.
- Tidal Gauge information gathering at Calhoun St Dock has been completed.
- Review of 2D H/H model development results and areas of inundation/choke points complete.
- FY24 scope of work finalized. Consultant proposal received and being updated per review comments.

<u>Next Steps</u>

• Review consultant proposal, negotiate cost and scope items, determine award.

8. Pritchard Street Drainage Improvements

- Project scope has increased to include streetscape elements, pedestrian connectivity, street lighting and traffic calming evaluation. Growth Management and Stormwater Pre-Application meeting held October 17, 2023. Attended School District Operations Committee meeting on November 14, 2023 to provide project design status/update and receive feedback. Comments received to be utilized in 90% Design development. Initial discussion with Beaufort County regarding pool operations/impacts held and to be continued. Updated 90% design submittal received and under review.
- <u>Next Steps</u>
 - Coordinate approval for proposed improvements with Beaufort County School District and Beaufort County on Pool operation impacts.
 - Complete 90% design submission review, perform permitting submissions and bid document formulation.
 - o Identification of easement and street lighting needs.

PARK DEVELOPMENT

- 1. Oyster Factory Park
 - Civil construction and landscape of parking area are substantially complete. Parking lighting to be complete in January.
 - Design of the event area and reconfigured boat trailer parking is underway.
 - Executed contract for construction of the event area site development in December.

• Next Steps

- Construction of the event area is planned to begin in January and be complete by May.
- Verify scope of boat parking expansion for Public Services installation this winter.
- Prepare alternate kayak launch plan for the east side of the park.

2. Oscar Frazier Park

- Started construction of Rotary Center improvements in June. Construction to be phased and coordinated with events planned for the Rotary Center.
- Council directed staff to not proceed with sports court design at this time.
- Executed contracts for design/build of the splash pad.
- <u>Next Steps</u>
 - o Complete Rotary Hardscape construction in January.
 - Begin construction of Splash Pad in March 2024.

3. New Riverside Barn/Park

- Phase 2 Design is complete.
- JS Construction started phase 1 site construction on 1/27/2023.
- The contract has been executed with Nix Construction for Construction Manager at Risk Services with a GMP for Phase 2 (barn, restroom, playground, and common areas).
- <u>Next Steps</u>
 - Complete construction of Phase 1 Site Development Infrastructure in January 2024.
 - Nix construction to obtain for all building permits necessary for Phase 2 construction.
 - Procure all playground equipment.
 - Nix construction to mobilize for Phase 2 construction in January 2023.

4. New Riverside Village

<u>Next Steps</u>

- Site furnishings, lighting, signage, crosswalk, and additional hardscape path under design.
- Order site furnishings and signage in FY 24.

5. Miscellaneous Park Improvements

- Construction of the DuBois playground addition is substantially complete.
- Design of Buckwalter Place (Evicore) Park is underway. Plans presented to Town Council on 1/16/2024.
- Palmetto Recreation Equipment, LLC completed punch list items for the DuBois playground equipment in January.

o <u>Next Steps</u>

- Obtained quotes for shade sails at Buckwalter Place playground shade sails.
- Complete design of all FY 2024 park improvements (Evicore, Buckwalter Place Park, and Pritchard Street Pocket Park).
- Begin landscape and hardscape enhancements in 2024.

TOWN FACILITIES AND MISCELLANEOUS PLANNING

1. Town of Bluffton Housing Projects

- <u>Next Steps</u>
 - Provide financial assistance to joint venture partner for planning, design and permitting of Affordable/Workforce Housing at 1095 May River Road.
 - PM staff to review progress and applications for payment.

2. Law Enforcement Center Facility Improvements

• Construction of the challenge course and impound lot is complete.

<u>Next Steps</u>

• Begin design for FY 2025 construction of a possible storage of Public Service maintenance equipment.

3. Sarah Riley Hooks Cottage

• Executed design contracts with Meadors Inc., JK Tiller and Shearlock Engineering for design services of the cottage restoration and site development.

<u>Next Steps</u>

- Complete design of cottage and grounds.
- Begin restoration construction of cottage in FY 2025.
- Begin landscape development construction in FY 2026.

4. Ghost Roads

- Surveying and easement exhibits are complete.
- Bridge Street Quit Claim Deeds are complete. Pritchard and Colcock Streets Quit Claim Deeds are 99% complete. Staff is currently working with Lawrence, Lawton, Green, Pope, Allen, and Water Street property owners to obtain Quit Claim Deeds.
- Staff continue to meet with property owners to raise awareness of the acquisition efforts and communicate next steps and requested Council assistance.
- <u>Next Steps</u>
 - Obtain remaining Quit Claim Deeds for Historic District Sewer Phases 4-6 or initiate quiet title proceedings.

5. Document Management

- RFP contract was awarded in March 2022.
- Electronic Document Management system is live.
- Documents for 6 departments have been transitioned to DMS.
- <u>Next Steps</u>:
 - Historical documents for the remaining 4 departments will transition through FY 2026.

6. Network Infrastructure

- Replaced core switches at Town Hall and the Law Enforcement Center.
- Replaced two VMWare hosts for a more stable server environment.
- Migration of Munis and Energov systems to a hosted environment completed.
- Replaced phone system to a more modern system.
- Implemented Executime to replace Intime.

<u>Next Steps</u>:

• Replacing two more VMWare hosts.

1. Stoney Creek/Palmetto Bluff Sewer Partnership

- 2022 updated cost-estimate for the project from BJWSA is \$7.2 million + contingencies. BJWSA has agreed to be the Project Manager.
- Awarded the RIA SCIPP grant in support of Stoney Creek/Palmetto Bluff Sewer Extension with BJWSA and Beaufort County.
- Met with partners to address BJWSA IGA concerns on 3/2/23. A draft 3-party Intergovernmental Agreement was discussed at a follow up meeting on 5/30/23.
- Finalized IGA with Town, County, and grant splitting sewer extension costs and BJWSA funding water extension costs.
- <u>Next Steps</u>
 - $\circ~$ IGA with Town, County, and grant splitting sewer extension costs and BJWSA routed for signatures.

2. SC Department of Health and Environmental Control May River Shellfish Harvesting Monitoring Data Year-to-Date and May River Shellfish Harvesting Status Exhibit – *Attachments 1 and 1a*

3. May River Watershed Action Plan Implementation Summary - Attachment 2

- Staff continue to work with Water Environmental Consultants (WEC) to review continuous flow data from the Stoney Creek, Rose Dhu Creek, and Palmetto Bluff subwatersheds. WEC is reviewing continuous and intermittent flow data in real time. WEC provided recommendations on the Town's water quality grab sampling program to ensure sufficient data for model calibration. Staff began implementing these recommendations on 7/31/23 and current data review continues to indicate staff and instrumentation are collecting quality flow monitoring data.
- The Town's Calhoun Street Dock tidal elevation gauge was repaired and is recording tidal elevation data. Water Environmental Consultants (WEC) and established two (2) additional tide gauges near the Stoney Creek and Rose Dhu Creek model boundaries as part of a 4-week headwaters tidal gauge study. The Calhoun Street dock and headwaters tidal elevation data will be used to establish a relationship between tidal amplitude and timing in the headwaters of the May River. A final report on the 4-week tidal gauge study is pending.
- Staff met with SC Sea Grant on 8/01/23 to discuss components of a Resiliency Assessment as recommended in the Comp Plan and funded in the FY24 budget. Emergency Management, Growth Management, and Watershed presented their needs. Needs for the Buck Island/Simmonsville area for flooding were included. Staff compiled comments on the proposed scope of work and provided them to SC Sea Grant. SC Sea Grant has provided a revised scope of work and staff is working with the Finance Department to execute a contract.

4. Municipal Separate Storm Sewer System (MS4) Program Update

• Staff are currently editing the 2022-2023 MS4 Annual Report in preparation for the April 1, 2024, deadline for submittal to SCDHEC.

- 5. MS4 Minimum Control Measure (MCM) #1 Public Education and Outreach, and MS4 MCM - #2 Public Participation and Involvement
 - The next May River Watershed Action Plan Advisory Committee (WAPAC) is scheduled for 01/25/24. *Attachment 3*

6. MS4 MCM – #3 Illicit Discharge Detection and Elimination

- Stormwater Infrastructure Inventory Map Attachment 4a
- E. coli Concentrations Trend Map Attachment 4b
- Monthly, Microbial Source Tracking (MST) Maps Attachments 4c and 4d
 - SC Department of Health and Environmental Control (SCDHEC) collects MST samples for the Town concurrently with their routine shellfish harvesting water quality sampling at stations 19-19, 19-19A, 19-19B, 19-19C, and 19-24. SCDHEC collected samples on 01/23/24. Results are pending.
- Illicit Discharge Investigations *Attachment 4e*
- 7. MS4 MCM #4 Construction Site Stormwater Runoff Control Attachment 5

8. MS4 MCM – #5 Stormwater Plan Review and Related Activity – Attachment 6

9. MS4 MCM – #6 Good Housekeeping (Staff Training/Education)

• Andrea Moreno participated in an online leadership course hosted by Indiana University.

10. MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)

- Public Services performed weekly street sweeping on Calhoun Street, Highway 46, Bruin Road, May River Road, Pin Oak Street, and curbs and medians on Simmonsville and Buck Island Roads.
- Performed ditch inspections.
 - Arrow ditch (2,569 LF)
 - Red Cedar ditch (966 LF)
 - Buck Island roadside ditch (15,926 LF)
 - o Simmonsville roadside ditch (13,792 LF)
- Ongoing roadside mowing, litter clean-up and maintenance of Masters' Way, McCracken Circle, Hampton Parkway, Buck Island and Simmonsville Roads, Goethe Road, Shults Road, Jason and Able Streets, Whispering Pine Road, May River Road, and Eagles Field.

11. Citizen Drainage, Maintenance, and Inspections Concerns Map – Attachment 7

12. Citizen Request for Watershed Management Services & Activities – Attachment 8

- 1. SCDHEC Shellfish Harvesting Monitoring Data Year-to-Date
 - a. SCDHEC May River Shellfish Harvesting Status Exhibit
- 2. Quarterly Update May River Watershed Action Plan Implementation Summary*
- 3. MS4 Minimum Control Measures #1 and #2 WAPAC Agenda 01/25/24
- 4. MS4 Minimum Control Measure #3 Illicit Discharge Detection and Elimination
 - a. Stormwater Infrastructure Inventory Map
 - b. E. coli Concentrations Trend Map
 - c. Microbial Source Tracking Trend Map Human Source
 - d. Microbial Source Tracking Map All Sources
 - e. Illicit Discharge Investigations
- 5. MS4 Minimum Control Measure #4 Construction Site Stormwater Runoff Control
- 6. MS4 Minimum Control Measure #5 Stormwater Plan Review and Related Activity
- 7. Citizen Drainage, Maintenance, and Inspections Concerns Map
- 8. Citizen Request for Watershed Management Services and Activities Map
- 9. CIP Master Project Schedules

* Attachment noted above includes the latest updates in blue.

SCDHEC Shellfish Harvesting Monitoring Data Year-to-Date May River Headwaters Shellfish Stations

		19	-19			19-	19A			19-	19B			19-	19C			19	-24		19-16			
	2020	2021	2022	2023	2020	2021	2022	2023	2020	2021	2022	2023	2020	2021	2022	2023	2020	2021	2022	2023	2020	2021	2022	2023
	Fecal Coliform (MPN)																							
December	17.0	79.0	33.0	33.0	22.0	49.0	49.0	33.0	17.0	4.5	17.0	7.8	4.5	17.0	49.0	13.0	4.0	6.8	6.8	7.8	11.0	7.8	13.0	17.0
November	70.0	33.0	33.0	13.0	31.0	33.0	13.0	2.0	17.0	7.8	7.8	4.5	13.0	4.0	4.5	4.5	13.0	4.5	6.1	2.0	4.5	2.0	13.0	4.5
October	49.0	49.0	23.0	33.0	79.0	26.0	46.0	23.0	31.0	13.0	13.0	17.0	21.0	23.0	23.0	33.0	33.0	23.0	11.0	2.0	79.0	17.0	14.0	6.8
September	110.0	33.0	540.0	23.0	49.0	11.0	350.0	13.0	49.0	17.0	350.0	13.0	33.0	13.0	170.0	7.8	33.0	2.0	79.0	17.0	33.0	11.0	33.0	13.0
August	49.0	49.0	23.0	23.0	49.0	49.0	23.0	49.0	23.0	23.0	11.0	6.8	23.0	49.0	13.0	13.0	17.0	14.0	17.0	23.0	22.0	14.0	11.0	2.0
July	33.0	350.0	920.0	350.0	13.0	64.0	49.0	920.0	23.0	79.0	95.0	70.0	7.8	33.0	130.0	49.0	7.8	33.0	23.0	33.0	17.0	13.0	46.0	17.0
June	NS	49.0	13.0	14.0	NS	79.0	4.5	7.8	NS	13.0	11.0	23.0	NS	17.0	2.0	13.0	NS	22.0	1.8	33.0	NS	2.0	9.3	13.0
Мау	70.0	2.0	4.5	23.0	49.0	49.0	4.5	33.0	23.0	23.0	4.0	17.0	22.0	23.0	1.8	13.0	6.8	23.0	1.8	33.0	4.5	7.8	2.0	21.0
April	33.0	33.0	4.5	170.0	33.0	23.0	4.5	130.0	13.0	22.0	1.8	110.0	6.8	17.0	2.0	70.0	13.0	7.8	1.8	NS	13.0	2.0	1.8	7.8
March	170.0	33.0	33.0	23.0	49.0	11.0	23.0	49.0	130.0	17.0	2.0	17.0	49.0	13.0	4.5	17.0	70.0	2.0	2.0	17.0	33.0	2.0	2.0	17.0
February	17.0	79.0	23.0	540.0	7.8	70.0	31.0	350.0	21.0	79.0	17.0	240.0	4.5	23.0	22.0	240.0	4.5	7.8	2.0	33.0	6.8	6.8	11.0	33.0
January	95.0	17.0	49.0	33.0	33.0	17.0	22.0	33.0	33.0	13.0	33.0	13.0	17.0	23.0	7.8	33.0	17.0	17.0	7.8	7.8	17.0	7.8	7.8	4.5
** Truncated GeoMetric Mean	34.0	36.0	40.0	38.0	21.0	26.0	28.0	30.0	16.0	18.0	18.0	17.0	12.0	15.0	14.0	16.0	10.0	10.0	9.0	9.0	9.0	8.0	9.0	8.0
** Truncated 90th Percentile	106.0	139.0	192.0	211.0	59.0	69.0	91.0	152.0	50.0	58.0	72.0	77.0	37.0	39.0	54.0	71.0	31.0	35.0	41.0	44.0	35.0	33.0	32.0	26.0

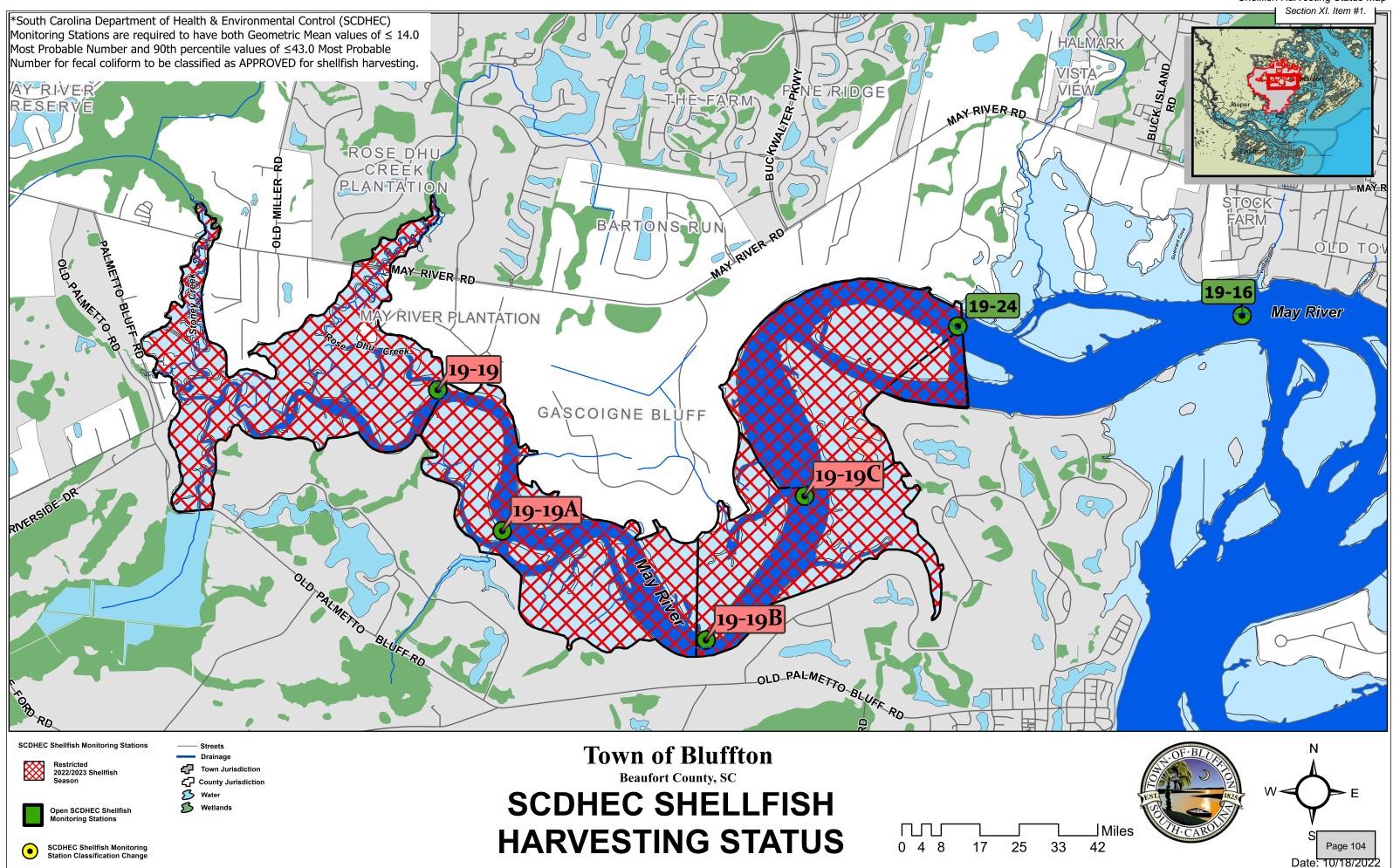
NS = No Sample

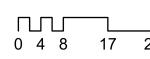
SCDHEC Regulatory Requirements:

Geometric Mean ≤ 14

90th Percentile ≤ 43

** Town staff calculations utilizing SCDHEC statistics





Attachment 1a Shellfish Harvesting Status Map WAPAC Meeting Presentation May River Watershed Action Plan Update & Modeling Report Quarterly Overview and Status Created: August 25, 2022 Updated: January 25, 2024

Overview

- May River Watershed Action Plan Update & Modeling Report completed November 2020.
- Town Council Adoption of May River Watershed Action Plan Update as a Supporting Document to the Comprehensive Plan completed February 2021.
- May River Watershed Action Plan Update & Modeling Report Summary:
 - **Executive Summary** provides an overview of the project background, findings and interpretation, current state of knowledge concerning fecal coliform fate and transport, and an overview of proposed recommendations for the Town.
 - 1.0 Introduction includes more detailed project background including the purpose of the document and the Project Team's tasks to 1) develop water quality models to compare current conditions (2018) to pre-shellfish impairment conditions (2002) to develop pollutant load reduction estimates, and 2) evaluate 2011 Action Plan BMPs for appropriateness under current conditions and provide up to eleven (11) alternative projects and preliminary cost estimates.
 - 2.0 Model Setup; 3.0 Model Calibration, and 4.0 Water Quality Model Results details the methodology used by the Project Team to establish and calibrate the models and the model outputs. This highly technical information is necessary for future Water Quality (WQ) Model calibration and use for consistency.
 - 5.0 Recommendations includes strategies to improve the Town's monitoring efforts to calibrate the WQ Model further (§5.1), strategies and BMPs for bacteria reduction (§5.2), an evaluation of 2011 Action Plan BMP projects (§5.3), and methodology used to develop 2020 Action Plan Update recommended projects (four septic to sewer conversion projects and eleven stormwater BMP retrofit projects) with cost-estimates and ranking/prioritization (§5.4).
 - 6.0 Conclusions offers a summary of the WQ Model results in context of current state of knowledge.
 - **7.0 References** documents the prior research findings used to inform recommendations.
 - **Appendices** reference supporting materials:
 - Montie et al. (2019) "Technical Report: Historical Analysis of Water quality, Climate Change Endpoints, and Monitoring in Natural Resources in the May River,"
 - Technical Memo from Dr. Rachel Noble,
 - Watershed Treatment Model Spreadsheets, and
 - Detailed Project Cost Estimate Spreadsheets.

Attac

MRWAP 2020 Update Septic to Sewer Project Recommendations/Evaluations:

- Four (4) septic to sewer conversion projects were evaluated in the Rose Dhu Creek and Stoney Creek subwatersheds:
 - Cahill
 - Gascoigne
 - Stoney Creek
 - Pritchardville
 - These projects overlap with 42 subcatchments in the Stoney Creek watershed and 11 in Rose Dhu Creek. Based on WQ Model outputs, these projects alone may potentially reduce FC loading by 3.46x10¹³ FC per year.
- The estimated septic to sewer conversion costs of these projects is \$5.5 million.

Work Performed and Current Status as of August 25, 2022 Meeting

Discussions with the Town, Beaufort County and BJWSA have been held about future Septic to Sewer Program projects identified above. Stoney Creek Septic to Sewer Project has been identified as the next priority project to pursue under the Septic to Sewer Program.

 The Town and Beaufort County are finalizing Funding and Cost share elements relative to the project and a letter to BJWSA will be developed and sent to BJWSA regarding project funding, capital outlay and schedule for implementation.

Update for WAPAC February 23, 2023 Meeting:

The Town, Beaufort County and BJWSA continue to work on details to draft a proposed Inter-Governmental Agreement (IGA) to be presented to each respective approving authority for review, finalization, and approval. It is anticipated that this process is months away from final approval/adoption of the respective parties.

Update for WAPAC July 27, 2023 Meeting:

Stoney Creek/Palmetto Bluff Sewer: Three-party agreement is being finalized by BJWSA legal team now. BJWSA's RFP for water and sewer design services was supposed to close 6/30/23. Due to RIA protocol, they must review and approve an RFP prior to posting, thus the RFP was canceled. BJWSA anticipates receiving RIA approval and reposting the RFP on 7/17/23. BJWSA received RIA approval and reposted the RFP on 7/17/23 with a closing of 8/1/23.

Update for WAPAC January 25, 2024 Meeting:

Stoney Creek/Palmetto Bluff Sewer: All parties agreed to the IGA in October. The IGA will be presented to TC at the November TC meeting for review and approval. Beaufort County will present the IGA at their December meeting.

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MRWAP Update Eleven Impervious Restoration (stormwater retrofit) Project Recommendations/Evaluations:

• Eleven (11) project sites (incorporating various individual BMPs) were selected in consultation with the Town (prioritizing subcatchments with FC bacteria hotspot and/or large impervious areas). These sites were evaluated in terms of the potential benefits gained by retrofitting to meet the 95th percentile storm retention, to the maximum extent possible, under the proposed Impervious Area Restoration/Stormwater Retrofit Program.

Eleven (11) proposed project sites Rose Dhu Creek (6 projects) and Stoney Creek (5 projects):

- Bluffton Early Learning Center (BELC)
- Boys and Girls Club of Bluffton (BGC)
- Benton House (BH)
- Bluffton High School (BHS)
- Buckwalter Recreation Center (BRC)
- Lowcountry Community Church (LCC)
- McCracken Middle School/Bluffton Elementary School (MMSBES)
- May River High School
- One Hampton Lake Apartments (OHLA)
- Pritchardville Elementary School (PES)
- Palmetto Pointe Townes (PPT)
- Based on WQ Model outputs, these projects alone may potentially reduce FC loading by
 - 2.99×10¹⁴ FC reduction for the Full SWRv (entire sub-basin drainage area catchment).
 - 2.53×10¹⁴ FC reduction for the Reduced SWRv projects (impervious area drainage area of sub-basin catchment).
- The estimated of Full SWRv projects costs is \$32.7 million and the estimated cost of Reduced SWRv projects is \$22.6 million.
- Currently the Towns' Impervious Restoration Program is targeting Reduced SWRv for future projects.

Example of Impervious Restoration Project evaluation from May River Watershed Action Plan Update & Modeling Report:

Attad May River Watershed Action Plan Update Updated: January 25, 2024 Next Update: April 25, 2024



Figure 52. McCracken Middle School/Bluffton Elementary School Proposed Stormwater BMP Retrofits

Attac

Work Performed and Current Status as of August 25, 2022 Meeting Update for WAPAC July 27, 2023 Meeting:

Work performed for this project is being performed by MSA Consultant Engineering Firm:

- Drafted a detailed scope of work for Engineering Consultant Firm review and cost proposal (Expression of Interest) regarding performance of the work elements presented herein and related to MRWAP Update recommendations for implementation.
- The Expression of Interest was submitted to 3 consultant firms under existing Master Service Agreements with the Town for review and a request for response.
- All 3 Firms responded. Their respective responses were evaluated, scored and discussed internally.
- A recommendation for Award was made and the Consulting Firm of Goodwyn, Mills and Cawood selected.
 - Phase I of this work performed under existing FY 22 funding from Watershed Management Division.
 - Phase II of this work be presented for Town Council review and approval in the August 2022 Town Council Meeting and FY23 funding.

Update for WAPAC February 23, 2023 Meeting:

Phase II work was approved by Town Council and work has been initiated and reported herein.

Task 1 : MRWAP Update 11 site locations

Update for WAPAC January 25, 2024 Meeting

Eleven (11) proposed project sites Rose Dhu Creek (6 projects) and Stoney Creek (5 projects): Yellow and Blue highlight indicates geotechnical evaluations complete.

- Bluffton Early Learning Center (BELC). Participating in preliminary design development phase.
- Boys and Girls Club of Bluffton (BGC). Participating in preliminary design development phase.
- Benton House (BH). Participating in preliminary design development phase.
- Bluffton High School (BHS). Participating in preliminary design development phase.
- Buckwalter Recreation Center (BRC). Participating in preliminary design development phase.
- Lowcountry Community Church (LCC). Declined to Participate.
- McCracken Middle School/Bluffton Elementary School (MMSBES). Participating in preliminary design development phase.
- May River High School. Participating in preliminary design development phase.
- One Hampton Lake Apartments (OHLA). Declined to Participate.
- Pritchardville Elementary School (PES). Participating in preliminary design development phase.
- Palmetto Pointe Townes (PPT). Declined to Participate.
- Evaluate 11 sites and proposed BMPs. Complete.

May River Watershed Action Plan Update Updated: January 25, 2024 Next Update: April 25, 2024

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- Update concept plans for 11 sites based on site evaluations, recommendations and discussions. Complete.
- Perform geotechnical evaluations at each site at locations related to BMP locations of updated concept plans. Completed for the 5 school sites. Geotechnical evaluations for the remaining 3 participating partner sites are being schedule based on recent property owner participation status being known/confirmed.
 Coordinating geotechnical work approval with property owners and schedule for Benton

House (BH), Buckwalter Recreation Center (BRC) and Boys and Girls Club of Bluffton (BGC). Geotechnical field work for Benton House (BH), Buckwalter Recreation Center (BRC) and Boys and Girls Club of Bluffton (BGC) completed, and data being analyzed and geotechnical report in development.

- Refine updated concepts and use for presentations to Property Owner to discuss Impervious Restoration Program goals, objectives and gain support for Program and their participation. Based on geotechnical investigation results, updated Concept plans for the 5 school sites have been refined. A meeting will be scheduled with School District to discuss the updated concept plans to get their feedback prior to beginning Preliminary Design task. Based on geotechnical investigation results, updated Concept plans for Benton House (BH), Buckwalter Recreation Center (BRC) and Boys and Girls Club of Bluffton (BGC) sites will be refined. A meeting will be scheduled with School District to discuss the updated concept plans to get their feedback prior to beginning Preliminary Design task.
 - Develop list of "incentives" to secure Property Owner participation (see Policy Document Formulation below).
- Based on geotechnical information and Property Owner feedback further refine concept plans to Preliminary Design:
 - Determine BMP types and location to maximize SWRv/WQ treatment in cost effective approach. Estimated impervious area treated and SWrv capture based on refined Concept plans developed for the 5 school sites.
 - Determine estimated pollutant load reductions.
 - Develop site specific BMP details.
 - Develop preliminary BMP maintenance schedule and cost for each site.
- Preliminary Design development plans will be presented to the Property Owner for review and discussion. Other Restoration Program details (maintenance responsibilities, easements, incentives, etc.) developed as part of the Program (see Policy Document Formulation below) will also be discussed in hopes of establishing a commitment from the Property Owner to participate in the Program. Once a "commitment" is secured from the Property Owner, the project site will be moved to Final design, permitting, and ultimately construction. A meeting was held with the School District on September 28. 2023 to discuss initial Preliminary Design development. Comments were noted and to be incorporated for final preliminary design plan development.

Task 2 : Identify 15 new project sites for Town of Bluffton Impervious Restoration/BMP Retrofit Projects.

May River Watershed Action Plan Update

Updated: January 25, 2024

Attac

Next Update: April 25, 2024

- The Town wishes to identify an additional 15 project sites located within the municipal limits of Bluffton for the Impervious Restoration/BMP Retrofit Program. However, the criteria for site selection will be considered to be more "low hanging fruit" based on the following:
 - Within Town of Bluffton Municipal limits.
 - Soils sandy soils with high infiltration rates offer the biggest bang for the buck for water quality treatment/improvement. Utilizing soil survey and other information target sites where infiltration can be maximized on-site.
 - Public or governmental agency land/property owner (not SCDOT RoW).

Update for WAPAC February 23, 2023 Meeting:

Desktop analysis and field work performed to develop a list of 45 sites that potentially meet the criteria above. This list of potential sites is under review/evaluation.

Update for WAPAC July 27, 2023 Meeting:

Finalized the list of 15 additional sites (and 5 alternates) to be considered/evaluated within the municipal limits of Bluffton for Impervious Restoration feasibility and concept plan development. Site evaluations will be performed as property owner approvals for access to property to perform site assessment is obtained.

Update for WAPAC January 25, 2024 Meeting:

Data search for these sites is ongoing in terms of existing plan information, current property owner and contacts.

Yellow Highlight indicate field investigations, drainage pattern evaluations and hand auger soil samples completed.

Green Highlight indicate contact made and coordination in process.

Initial concept plans are being developed for these sites for review. Other site evaluations will be performed as property owner approvals for access to property to perform site assessment is obtained.

- Rose Dhu Equestrian Center
- St. Gregory Catholic Church/School

Dominion Energy Engineering Office

- River Ridge Academy
- MC Riley Early Childhood Center
- MC Riley Elementary School
- MC Riley Sports Complex
- Bluffton Middle School
- Red Cedar Elementary School
- Seagrass Station Road
- Bluffton Pkwy West (170 to Buckwalter)
- Buckwalter Pkwy (Hampton Hall to May River Road)
- Persimmon St/Sheridan Park Cir/Pennington Dr
- Vaden Nissan Hilton Head
- NHC Healthcare/Bluffton (Healthcare, Rehab, Assisted Living)

Attac

Town of Bluffton Impervious Restoration/BMP Retrofit Policy Documents.

Task 3 : Section 5.4.4. Stormwater BMP Retrofit Projects of the May River Watershed Action Plan Update and Model Report identifies potential Impervious Restoration/BMP Retrofit projects located on Public and Private Land. As mentioned earlier, one of the primary site selection criteria, at time of report development, was to identify sites with large impervious areas so that pollutant load reductions could be estimated and the benefits of such projects on stormwater quality quantified/estimated, if implemented into construction. Generally, Public Funds are not expended to improve private property nor is Town of Bluffton funding generally expended on Public Land owned by another government entity. In order for such projects identified in Section 5.4.4. to move forward in the interest of improved water quality and for the overall benefit and welfare of the constituents of the Town of Bluffton, Policy Documents need to be formulated that establishes the parameters of such a Program to be initiated and implemented.

• Policy Document Formulation has been initiated and includes research of similar Programs Nationwide.

Update for WAPAC February 23, 2023 Meeting:

2 *DRAFT* Policy Documents have been submitted for review and comment. Comments are being evaluated and addressed by consultant and an update *DRAFT* Policy Document is expected by April 2023.

Update for WAPAC July 27, 2023 Meeting:

- Updated Draft Policy Document was completed and submitted in June for review and comments are being finalized.
- Upon Policy Document Final Draft development, the Policy Document will be presented to WAPAC with a request for recommendation to Town Council for adoption.

Update for WAPAC January 25, 2024 Meeting:

• Internal review, discussion and comments of Updated Draft Policy Document was completed and submitted to Consultant September 10,2023. Initial discussion of comments and path forward held November 3, 2023. Additional discussions with Consultant to be held in December 2023.

Other, Related MRWAP Update Recommendations

- Adopt proposed regional Southern Lowcountry Post Construction Stormwater Ordinance and Design Manual complete September 2021.
- The Town should incorporate volume reduction BMPs (those that encourage infiltration) within existing and future CIP projects to the maximum extent practical, especially for project locations with well-drained soils (HSG A or B) in progress, see below.
 - o Work Performed and Current Status as of August 25, 2022 Meeting
 - Bridge Street Streetscape Project
 - Project design/permitting is complete, and Construction Contract has been awarded.

May River Watershed Action Plan Update

Updated: January 25, 2024

Attac

Next Update: April 25, 2024

- Incorporated Infiltration BMPs within the project to capture and treat 1.95" of rainfall over impervious surfaces within the project area, prior to discharge into the May River.
- Received Section 319 Grant from DHEC to cost-share cost of construction of proposed BMPs.

Update for WAPAC February 23, 2023 Meeting

Construction was initiated by JS Construction in early December 2022. Construction considered 65% complete.

Update for WAPAC July 27, 2023 Meeting:

- Project work is Substantially Complete.
- Partial reimbursement from DHEC for construction cost supported by 319 Grant requested and received.

Update for WAPAC January 25, 2024 Meeting

- Project and Grant work is complete and closed out.
- Total Grant funding for this project \$228,165.15
- Water Quality Monitoring Results

<u>Water Quality Monitoring Summary</u>: Based on monitoring and rainfall data for the period of July 1-October 11, 2023, the only rainfall event that produced a stormwater outfall/discharge was an intense rain event on September 10, 2023 which produced 3.82" of rain in a 4 hour period. The next most intense storm happened on July 10, 2023 which produced 1.46" of rain in 1 hour and no stormwater outfall/discharge occurred. Based on this data, we estimate the BMP treatment train constructed with this project could accommodate a 10 year storm event (6.9" of rain in 24 hours) with little or zero runoff. Zero runoff equals zero pollutants, and zero freshwater being discharged to Huger Cove and the May River.

<u>From 319 Grant Project Final Report</u>: Pre-construction water quality monitoring was performed on October 19, 2022, which can be found in Appendix C. So, prior to project construction a simulated rain event was performed to provide an indication of the amount of rainfall prior to direct a discharge occurring into Heyward Cove and then water samples were collected and tested by USCB to determine pollutants present and their concentrations. The rainfall simulation was performed because there was no way to get a water sample once stormwater entered the BMP and was treated by BMP via infiltration into ground.

 Table 1 below is the Pre Construction Water Quality Monitoring Table of Pollutants:

Date	Time of	TKN	Nitrate/Nitrite	Total Nitrogen	Total	TSS
	Sample	(mg/L)	(mg/L)	(TN)	Phosphorus (TP)	(mg/L)
10/19/2022	9:41	0.85	0.290	1.10	0.68	220.00

Three underground storage/infiltration and four pervious paver parking areas with underground storage were installed. After the completion of the BMPs, water quality monitoring was conducted to determine the reduction in pollutants with the newly installed BMPs. The installation of the Auto samplers were located at the two stormwater pipe outfalls into Heyward Cove, FES-1 and FES-2. Post-

Attac

construction water quality monitoring occurred on September 11, 2023, which can be found in Appendix C. Based off the post-construction pollutant values, all values analyzed were reduced greatly, including TSS.

Date	Time of	TKN	Nitrate/Nitrite	Total Nitrogen	Total	TSS
	Sample	(mg/L)	(mg/L)	(TN)	Phosphorus (TP)	(mg/L)
9/11/2023	16:46	0.64	0.14	0.78	0.19	8.4

Rainfall monitoring took place between July 1, 2023, and October 11, 2023, at the Watershed Building Office, 1261 May River Road. There were eight rainstorm events that had over an inch of water in 24 hours. In particular, there was one rainstorm on September 10th, 2023, where there was 3.82 inches of rain over the extent of four hours. This was the only recorded rain event, during the monitoring period, which produced a discharge of stormwater runoff into outfall FES-2 at Heyward Cove.

Table 3 below are the eight storm events over an inch.

Rainste	Rainstorms over and inch				
Rainstorm Event	Rainfall (in)				
July 5th	1.46 inches over 1 hour				
July 10th	1.17 inches over 7 hours				
July 28 th	1.28 inches over the whole day				
August 28 th	1.23 inches over 1 hour				
August 30 th	1.23 inches over the whole day				
September 1 st	1.1 inches over 3 hours				
September 10 th	3.82 inches over 4 hours				
September 17 th	1.09 inches over 6.5 hours				

Table 4 shows the monthly rain mounts in inches, with October only accounting for the first eleven days of the month and then monitoring stopped.

Monthly Rain Amounts				
Month	Rainfall (in)			
July	7.35			
August	5.3			
September	7.56			
October*	0.0			
TOTAL	20.21			

*only accounted for October 1 – October 11, 2023

May River Watershed Action Plan Update

Updated: January 25, 2024 Next Update: April 25, 2024

Attac

There are many benefits that come from the constructed/installed stormwater best management practices, that include: 1) reducing the concentrations of pollutants that are associated with stormwater runoff, 2) the amount and frequency of direct stormwater/freshwater discharges into Heyward Cove has greatly reduced. and 3) temporarily detain large portions of the runoff volume and then release it a slower rate to decrease the amount of flooding on the roads. With the BMPs that were used for Bridge Street Streetscape, the BMP benefits include the decrease in TSS and other pollutants, but also retrofitting the existing area that had no prior stormwater management in the surrounding area.

- Pritchard Street Drainage Improvement Project
 - Project in Design Phase and considered 30% complete.
 - Incorporated Infiltration BMPs within the project to capture and treat 1.95" of rainfall over impervious surfaces within the project area, prior to discharge into Heyward Cove.
 - Submitted Section 319 Grant proposal to DHEC to cost-share cost of construction of proposed BMPs. Pre-proposal was accepted, and Full Proposal was requested by DHEC. Under Review.

Update for WAPAC February 23, 2023 Meeting

- 70% design plan submitted, reviewed and comments presented to consultant.
- 319 Grant was awarded by DHEC to the Town.
- Update for WAPAC July 27, 2023 Meeting:
 - Project Scope of Work and budget increase approved for FY24 to include streetscape elements of lighting, sidewalk, traffic calming and ADA compliance.
 - Updated survey received.
 - Updated 70% design drawings received in July and under review.
- Update for WAPAC January 25, 2024 Meeting
 - Updated 70% Streetscape Design submittal made and review comments provided to Consultant for 90% Design development and permit acquisitions.
 - Pre-Application meeting for Project held with Growth Management and Stormwater Management.
- In-House Microbial Source Tracking in progress, see below
 - The Town entered a Memorandum of Understanding (MOU) with the University of South Carolina Beaufort (USCB) in July 2021 to establish and fund a regional Microbial Source Tracking (MST) laboratory capable of accepting environmental water quality samples.
 - Analytical services are provided by the USCB-MST laboratory for all environmental samples collected by the Town.

May River Watershed Action Plan Update Updated: January 25, 2024

Next Update: April 25, 2024

Attac

- Update for WAPAC February 23, 2023 Meeting Staff has collected additional fecal samples needed for dog, bird, and deer. The USCB-MST Laboratory is conducting the assessment on additional fecal samples and Dr. Pettay will provide a final report to the Town once all fecal markers in regional watersheds have been analyzed.
- **Update for WAPAC July 27, 2023 Meeting:** Additional genetic fecal markers continue to be analyzed by Dr. Pettay and the MST Laboratory.
- Update for WAPAC January 25, 2024 Meeting: Dr. Pettay is now the Lead Principal Investigator (PI) for both the MST and Water Quality Laboratories. Dr. Pettay, Town staff, and County staff met to discuss regional water quality monitoring needs. The MST Laboratory is still processing scat samples, and a final report is forthcoming.
- Future (new) Bacteria Monitoring Locations in progress, see below
 - Staff increased sampling frequency and implemented additional monitoring sites and parameters in the May River headwaters based upon recommendations in the 2020 May River Watershed Action Plan Update and Model Report.
 - **Update for WAPAC February 23, 2023 Meeting** Staff is collecting intermittent flow data at SonTek IQ sites in conjunction with grab FIB samples.
 - Update for WAPAC July 27, 2023 Meeting Staff is working with the consultant to identify recommended strategies for intermittent flow data collection and a review of the Town's FIB grab sample schedule.
 - <u>Update for WAPAC January 25, Meeting:</u> Staff continues to collect MRWAP bacteria grab samples twice per month at fourteen (14) monitoring locations in the May River headwaters study area. Intermittent flow measurements are collected at six (6) of these monitoring locations at the time of grab sampling.
- Future (new) Water Flow Monitoring Locations.
 - Work Performed and Current Status as of August 25, 2022 Meeting
 - The MRWAP Update included recommendations for the Town to perform certain rainfall and flow data measurements in May River Headwater Watersheds in order to "calibrate" and make more accurate Model predictions. These recommendations were evaluated and a game plan to address recommendations to calibrate model developed.
 - Utilizing existing flow and rainfall data collected over past years with rain gauges, IQ Plus and Sontek measuring instruments in Stoney Creek, Rose Dhu Creek, Palmetto Bluff, Duck Pond and Heyward Cove, the Town hired a consultant to review the data and determine:
 - Useful data obtained to gain the required information to calibrate model.
 - The data obtained from Stoney Creek and Heyward Cove was deemed sufficient for Model calibration and Final report for this work is in process.
 - Duck Pond was deemed inconsequential, not needed due to drainage area size and proximity/outfall to tidal waters.

Update for WAPAC February 23, 2023 Meeting

May River Watershed Action Plan Update

Updated: January 25, 2024

Next Update: April 25, 2024

Attac

- Consultant Final Report delivered, and Model Calibration Data for Stoney Creek and Heyward Cove identified.
- If data review resulted in insufficient data, develop a monitoring program that would produce the data needed.
 - Rose Dhu Creek and Palmetto Bluff flow data review resulted in data that was insufficient to calibrate Model.
 - Final report identifying recommended strategies to gain required data is in process.
 - Potential purchase of telemetry stations to equip continuous flow monitoring stations with real-time data access.

Update for WAPAC February 23, 2023 Meeting

Final Report delivered. Based on recommendations of data and process needed, staff has procured needed telemetry station equipment and has hired a consultant to assist in getting the intermittent and continuous flow data and producing a Final Report. The field work installation of equipment is being scheduled. Once installed and operational, data collection will last 6 months.

Update for WAPAC July 27, 2023 Meeting

- The Town of Bluffton procured and installed two (2) SonTek Turnkey Systems that enable real-time continuous flow data review to a cloud-based service. These systems are deployed in the Rose Dhu Creek and Palmetto Bluff subwatersheds.
- A SonTek IQ remains deployed in the Stoney Creek subwatershed. The consultant's first data review determined there was sufficient flow data for model calibration in the Stoney Creek subwatershed. However, staff determined it would continue to collect continuous flow data at this location so that continuous flow, intermittent flow, bacteria samples, and rainfall data were collected for three (3) of the four (4) Modeling Report subwatersheds simultaneously.
- Consultant is reviewing data and identifying power, beam, or possible maintenance issues weekly.
- Intermittent flow measurements, utilizing the FlowTracker2, will be conducted at the time of grab sampling at the three (3) SonTek IQ flow stations beginning 7/31/23.

May River Watershed Action Plan Update Updated: January 25, 2024 Next Update: April 25, 2024

Attac

Update for WAPAC January 25, 2024 Meeting:

- Staff continue to operate and maintain three (3) SonTek IQ continuous flow monitoring stations in the May River headwaters. Staff expect these systems to be in place for approximately one (1) full year to account for seasonality.
- The Duck Pond subwatershed has no channelized flow entering or exiting the system. The Town's consultant suggested that the Town monitor water elevation in the Duck Pond for approximately 6 months to ensure water elevations are accurately depicted by future modeling. Staff has requested permission to site a water elevation logger in the Duck Pond, near or attached to the Palmetto Bluff bridge.
- Clarification from the consultant determined that due to limited staff time, intermittent flow measurements would be most valuable at six (6) of the Town's water quality monitoring locations upstream of the SonTek IQ flow stations.
- Staff is working diligently to collect samples following wet weather conditions which have been defined as ≤ 0.50 inches of rainfall within 24 hours of sampling. The USCB Water Quality Laboratory has been assisting the Town with ensuring samples can be analyzed on short notice.



May River Watershed Action Plan Advisory Committee Meeting

Thursday, January 25, 2024 at 3:00 PM

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

AGENDA

I. CALL TO ORDER

- II. ROLL CALL
- **III. ADOPTION OF THE AGENDA**
- **IV. ADOPTION OF SEPTEMBER 28, 2023 MINUTES**

V. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

1. Presentation on Town of Bluffton Stormwater Program - Beth Lewis, Water Quality Program Manager

VI. PUBLIC COMMENT

VII. OLD BUSINESS

- 1. May River Watershed Action Plan Project Implementation Status Report Dan Rybak, Project Manager
- 2. Progress Report on the May River Watershed Baseline Assessment Beth Lewis, Water Quality Program Manager
- 3. Development of the Strategic Plan Priority Five (5) to Establish an Agreement with Beaufort County to Implement the May River Watershed Action Plan within the County's Jurisdiction of the Watershed for Both Structural Stormwater Projects and Non-Structural Programs such as Implementing the Green Print Map within the Rural & Critical Lands Program - Beth Lewis, Water Quality Program Manager

VIII. NEW BUSINESS

- 1. Adoption of 2024 Meeting Dates and Times Beth Lewis, Water Quality Program Manager
- IX. DISCUSSION
- X. ADJOURNMENT

NEXT MEETING DATE: Proposed February 22, 2024

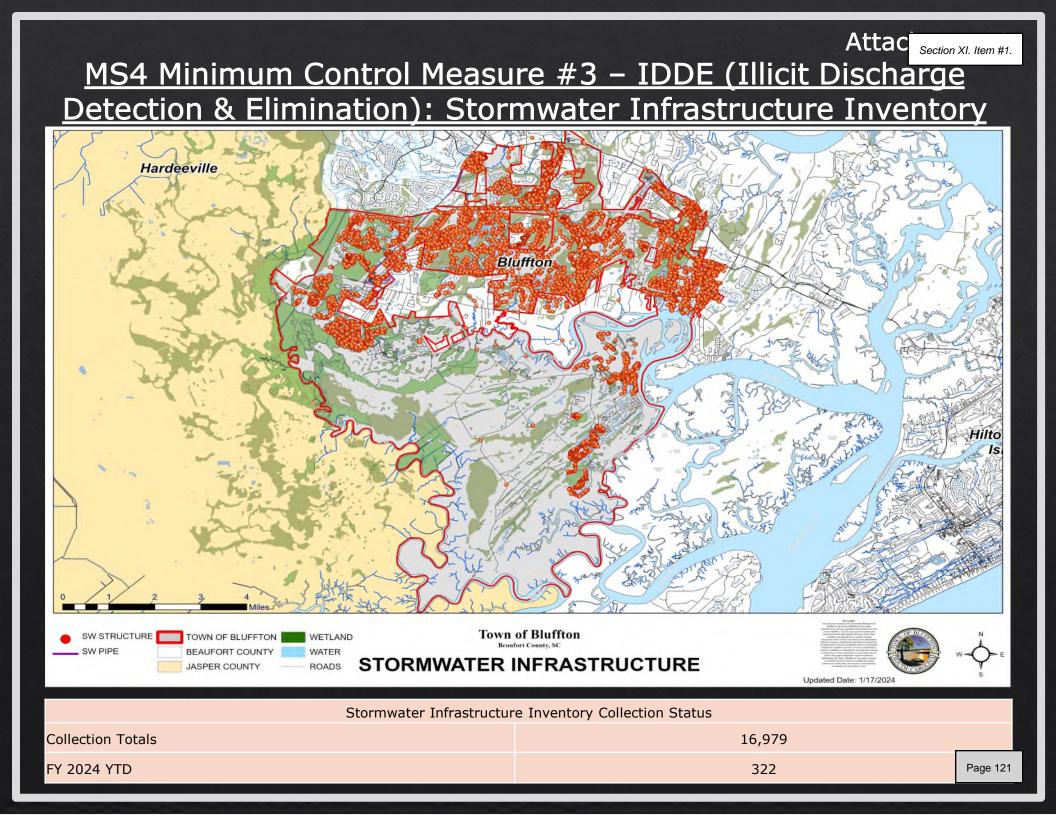
"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or adacoordinator@townofbluffton.com as soon as possible but no later than 48 hours before the

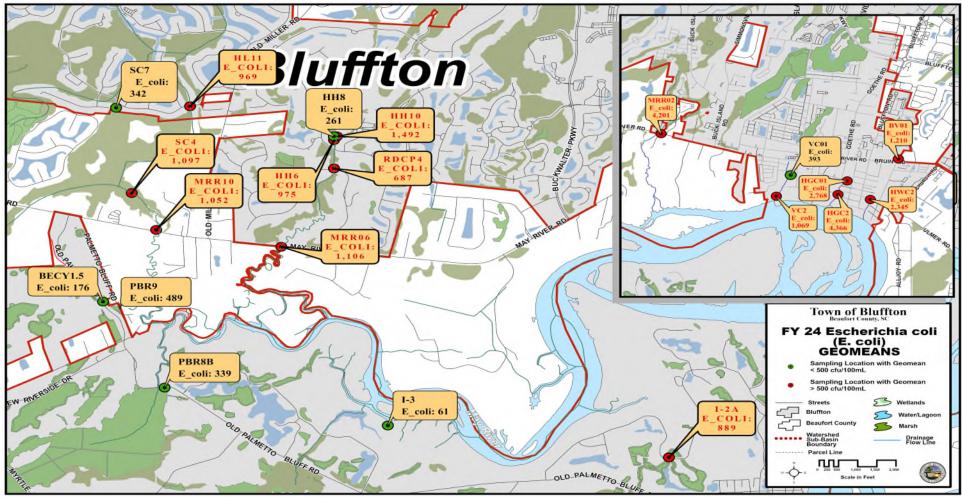
scheduled event.

Executive Session – The public body may vote to go into executive session for any item identified for action on the agenda.

*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. To submit a public comment online, please click here: <u>https://www.townofblufton.sc.gov/FormCenter/Town-15/Public-Comment-60</u> Public comment is limited to 3 minutes per speaker.



<u>MS4 Minimum Control Measure #3 – IDDE:</u> <u>*E. coli* Concentrations Trend Map</u>

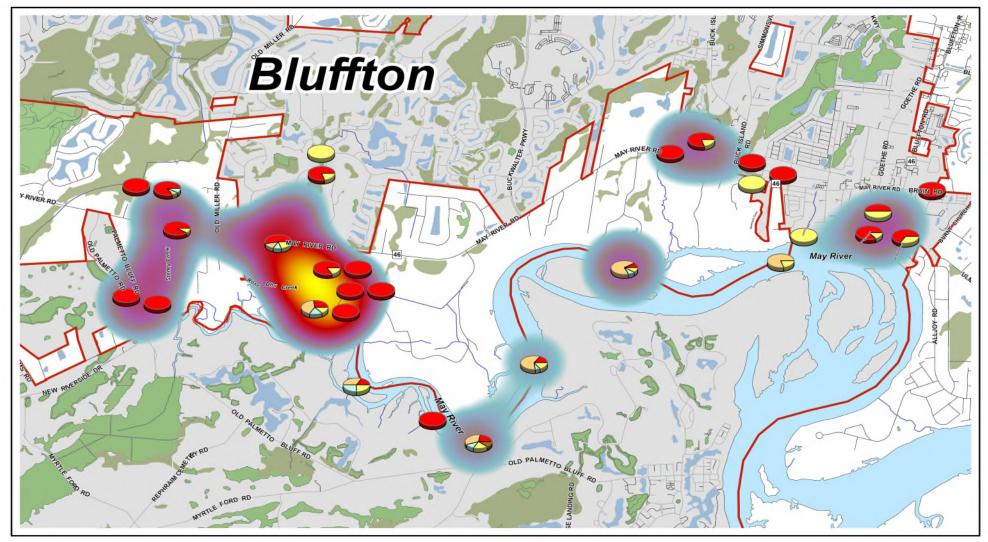


E coliform geomeans updated as of: 1/18/2024

Attach

	USCB Water Quality Samples	Microbial Source Tracking Samples	MS4 Quarterly Samples Collected		
FY 2024 YTD Totals	311	32	137		
FY 2023 Totals	584	108	108		
FY 2022 Totals	447	78	119 Page 122		
Totals include only samples submitted for laboratory analysis, and not in sit					

<u>MS4 Minimum Control Measure #3 – IDDE:</u> <u>Microbial Source Tracking (MST) Trend Map</u>

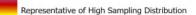


MSTSamplingResults MST Sampling Sites

MICROBIAL SOURCE TRACKING (MST) LOCATIONS



Intensity of samples Representative of Low Sampling Distribution

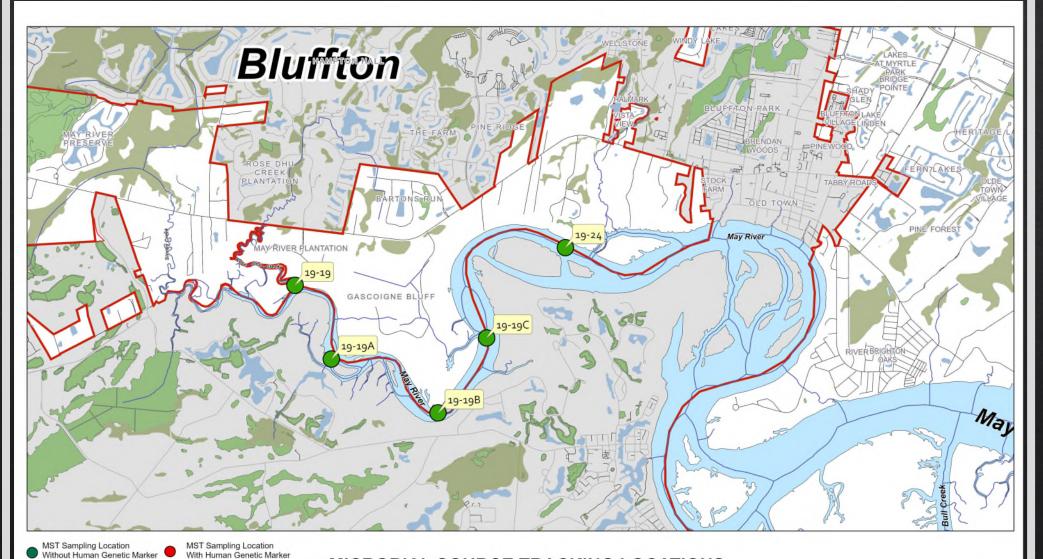


Samples at Sites With Positive Detection and the Intensity of Positive Hits



Town of Bluffton Beaufort County, SC Attack

<u>MS4 Minimum Control Measure #3 – IDDE:</u> <u>Microbial Source Tracking (MST) Map – Human Sources</u>



MICROBIAL SOURCE TRACKING LOCATIONS

Detection

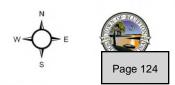
Detection

Street Town Jurisdiction

County Jurisdiction

Sampling Results December 2023 SCDHEC Sampling

Town of Bluffton Beaufort County, SC



Attach

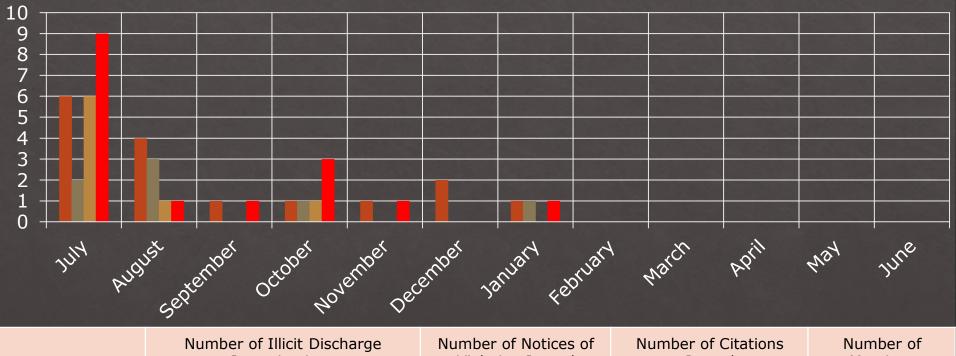
Attac Section XI. Item #1.

<u>MS4 Minimum Control Measure #3 – IDDE:</u> **Illicit Discharge Investigations**

Number of Illicit Discharge Investigations

Number of Citations Issued

Number of Meetings



	Number of Illicit Discharge Investigations	Number of Notices of Violation Issued	Number of Citations Issued	Number of Meetings
FY 2024 YTD Totals	16	7	8	16
FY 2023 Totals	27	89	1	20
FY 2022 Totals	30	5	3	17 Page 125
FY 2022 Totals	30	5	3	

<u>MS4 Minimum Control Measure #4 -</u> <u>Construction Site Stormwater Runoff Control</u>

Erosion & Sediment Control Inspections (E&SC)

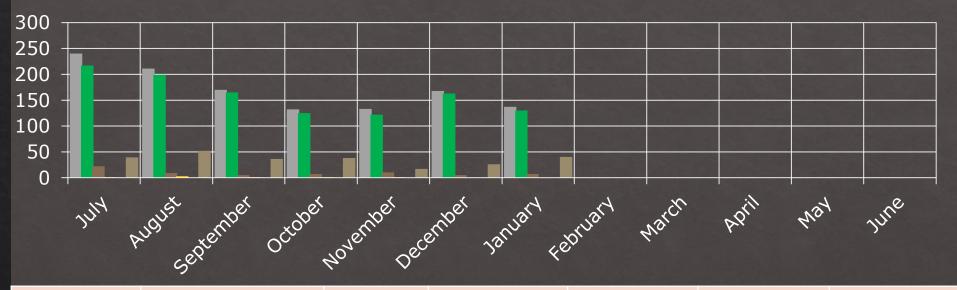
Number of Notice of Violation (NOV)

- Number of Inspections Passed
- Number of Stop Work Orders (SWO)

Number of Citations Issued

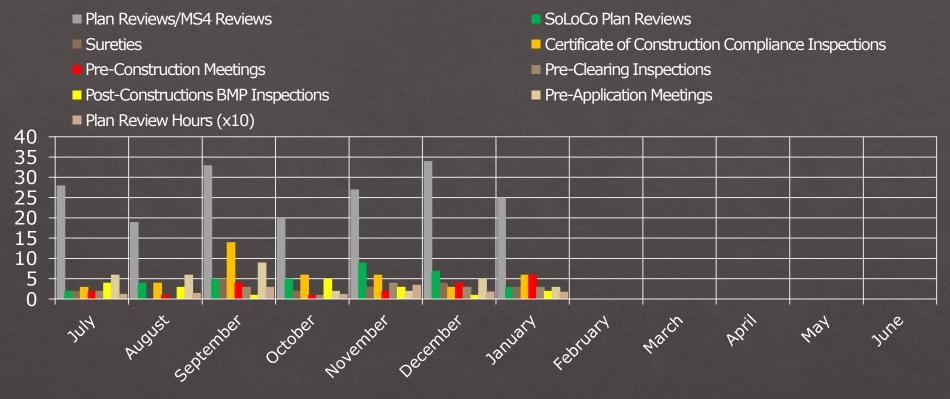
Number of Erosion & Sediment Control Meetings

Atta Section XI. Item #1.



	Number of Sediment & Erosion Control Inspections	Number of Inspections Passed	Number of NOVs Issued	Number of SWO Issued	Number of Citations Issued	Number of E&SC Meetings
FY 2024 YTD Totals	1191	1121	65	7	0	248
FY 2023 Totals	2,321	2,030	266	26	0	577
FY 2022 Totals	3,127	2,701	392	49	0	673 Page 126
						1/22/2024

<u>MS4 Minimum Control Measure #5</u> <u>Stormwater Plan Review & Related Activity</u>

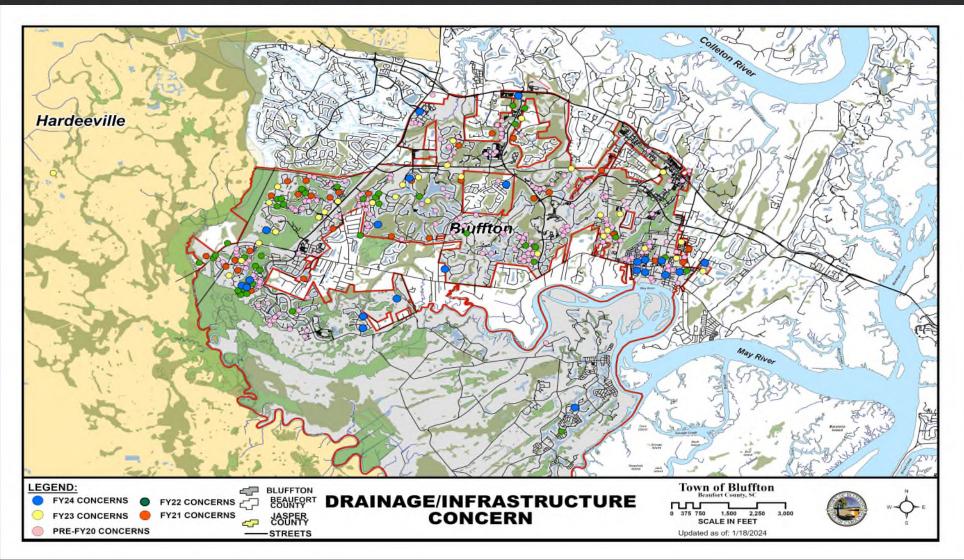


	Plan Reviews MS4 Reviews	SoLoCo Plan Reviews	Sureties	CCC Inspections	Pre- Construction Meetings	Pre-Clearing Inspections	Post Construction BMP Inspections	Pre-Application Meetings	Total Plan Review Hours
FY 2024 YTD	186	35	19	42	20	16	19	33	141 Hrs.
FY 2023 Totals	297	67	42	40	15	13	45	50	386 Hrs.
FY 2022 Totals	231	13	42	26	30	23	44	26	454 Hrs.

Atta Section XI. Item #1.

Citizen Drainage, Maintenance and Inspections Concerns Map

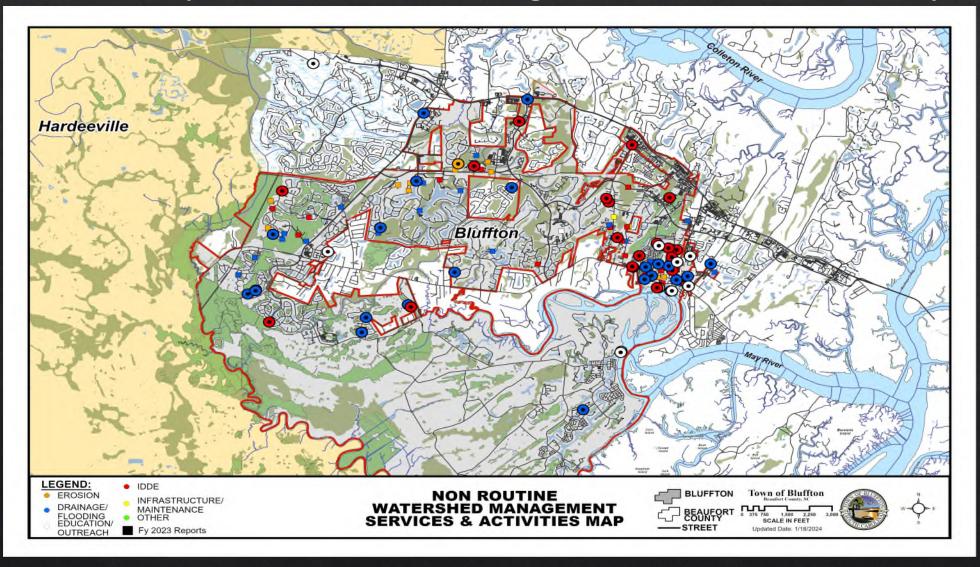
Atta Section XI. Item #1.



	Number of Drainage Concerns Investigated	Number of Meetings	
FY 2024 YTD Totals	21	2	
FY 2023 Totals	61	52	
FY 2022 Totals	38	34	Page 128

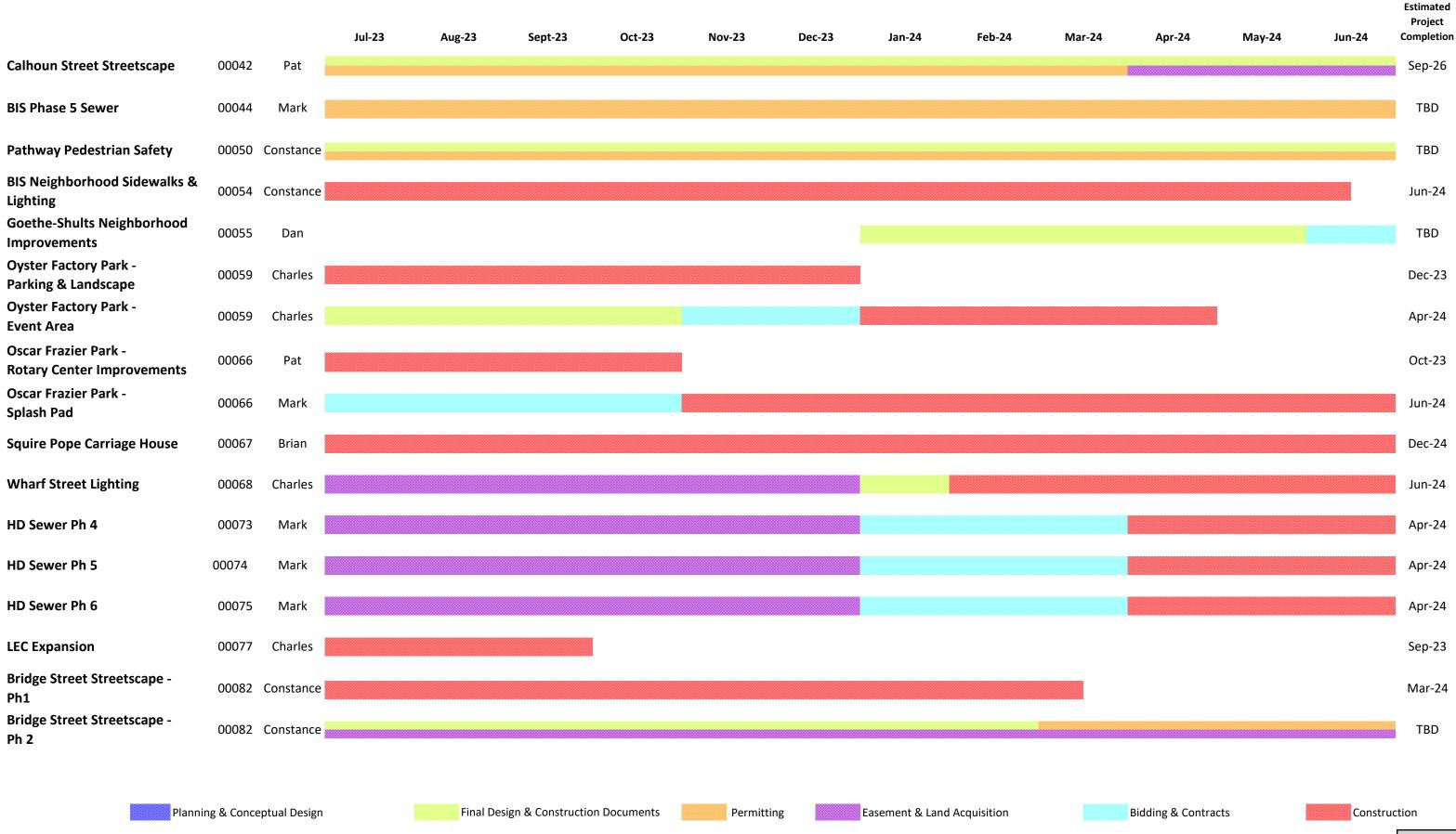
Citizen Request for Watershed Mngt. Services & Activities Map

Atta



	Number of Citizen Requests Investigated	Number of Meetings	
FY 2024 YTD Totals	56	18	
FY 2023 Totals	46	23	
FY 2022 Totals	33	21	Page 129

FY24 CIP Master Project Schedule

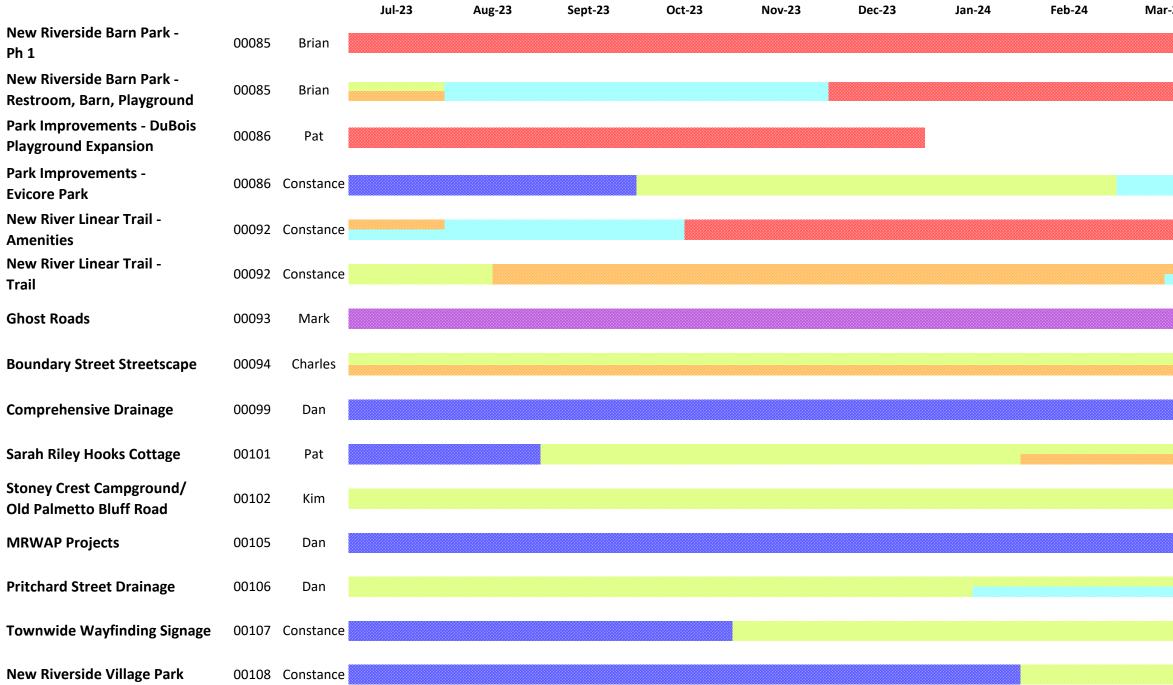


SUBJECT TO CHANGE

CIP Ma

· 9

FY24 CIP Master Project Schedule



Planning & Conceptual Design

Final Design & Construction Documents

Permitting

Easement & Land Acquisition

SUBJECT TO CHANGE

-24	Apr-24	May-24	Jun-24	Estimated Project Completion
				Dec-23
				Dec-25
				Dec-23
				Dec-24
				Mar-24
				TBD
				TBD
				TBD
				Oct-26
				Oct-26
				Jan-25
				Aug-24
				Oct-25
				TBD
				TBD

Construction

Bidding & Contracts

TOWN COUNCIL

STAFF REPORT Public Services Department



MEETING DATE:	February 13, 2024
SUBJECT:	Public Services Department Monthly Report
DIRECTOR:	Derrick Coaxum, Director of Public Services

PUBLIC SERVICES UPDATE

1. MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)

- Street Sweeping Performed weekly street sweeping on Calhoun Street, Highway 46, Bruin Road, May River Road, Pin Oak Street, Bridge Street, Church Street, Lawton Street, Lawrence Street, Allen Street, Water Street, Boundary Street, and curbs and medians on Simmonsville and Buck Island Roads.
- Ditch Inspections Performed ditch inspections
 - Arrow ditch (2,569 LF)
 - Red Cedar ditch (966 LF)
 - Buck Island roadside ditch (15,926 LF)
 - Simmonsville roadside ditch (13,792 LF)
- Ongoing Roadside Mowing, Litter Clean-up and Maintenance of Hampton Parkway, Buck Island and Simmonsville Roads, Goethe Road, Shults Road, Jason and Able Streets, Whispering Pine Road, May River Road, Bluffton Road, Boundary, Calhoun, Bridge Street, Pritchard Street, Buckwalter Boulevard, Bruin Road, Green Street, James Gadson Drive, Thomas Heyward, Church St, Water St, and Lawton St.

2. FACILITIES

• **Ongoing Maintenance** of Town Hall, Law Enforcement Center, Public Services, Rotary Community Center, Watershed Management, Police Sub-station, Don Ryan Center, and general repairs of the Garvin House.

3. PARKS

• Ongoing Park Facilities and Landscape Maintenance of Dubois Park, Martin Family Park, Oscar Frasier, Field of Dreams, Buckwalter Place Park, Oyster Factory Park, Pritchard Pocket Park, May River Pocket Park, Wright Family Park, Eagles Fields, New Riverside Barn, New River Trail, and the newly acquired Evercore Park.

4. PREPPING FOR SPECIAL AND CIVIC EVENTS

5. BEAUTIFICATION PROGRAM

- Earth Day and Arbor Day Events
- Ongoing Seasonal Projects

6. ATTACHMENTS

- Public Services Monthly Cost Report Attachment 1
- Beautification Committee Agenda- Attachment 2





<u>Director's Report – DRCI</u> January 2024

Entrepreneur Program Update

Overview

At present, the DRCI is experiencing the highest success in its 12-year history as evidenced by a record 22 companies that were enrolled in either the STARTUP or GROWTH Program in 2023. In the past three months a number of them have completed their Program.

As we embark on the new year, we are witnessing a robust pipeline of prospective companies. Our team is conducting due diligence to facilitate the integration of these entities into our STARTUP and GROWTH Programs.

Our experience shows that entrepreneurial activity in this region exhibits a cyclical pattern, with a notable uptick in interest in initiating new ventures during the late winter and early spring periods.

A particularly gratifying development has been the substantial influx of GROWTH Companies approaching the DRCI through referrals. It is noteworthy that almost all the GROWTH companies we have engaged with, or are currently assisting, are based in Bluffton.

This is in part a reflection of the area's expanding population, which has, in turn, catalyzed the growth of these established enterprises. Consequently, these companies are encountering significant expansion and are increasingly seeking external expertise in strategic planning, management, and staffing, among other areas. This external support is vital in equipping them with the tools necessary for optimizing their operations and fostering even further growth in the future.

As of this report the following Program Companies are:

• STARTUP companies

- 1. Hardee Greens
- 2. ChangePoint
- 3. Petitek
- 4. ESA

1

- GROWTH
 - 1. Beachside Tire
 - 2. Bluffton Electric
 - 3. LaSource

Key efforts in January

- Multiple screening calls with leads that are interested in learning about our Programs
- STARTUP Pitch for Pro Series Golf Irons. Expected to start the STARTUP Program in February
- Kickoff Meeting with new GROWTH customer, LaSource
- Initial phone call with Patrick Lee. Set Ideation meeting for beginning of February
- Set mentor Team for Delta Roofing for the GROWTH Program. They will begin in February
- Growth Diligence Meeting with Barbers of the Lowcountry rejoining Growth Program in February
- Diligence meeting with Richard Inglis Daufuskie Ferry Boat
- Ideation session for Sonya Haramis set for beginning of February
- Custom Audio Visual is on pause until March
- OPFOB will be back in February

Economic Development Update

Overview

Following the enactment of the Economic Development Ordinance, the DRCI is increasingly engaged in more traditional economic development activities. Our current primary focus encompasses two critical elements:

1. The implementation of a comprehensive marketing strategy aimed at enhancing awareness of the EDO program. A meticulously crafted marketing plan has been developed, encompassing a range of activities designed to generate leads and facilitate communication. This plan includes targeted messaging, digital media initiatives, social media engagement, and other strategies to effectively disseminate information and streamline the application process for potential participants. While SCAD was going to assist with this development, due to certain constraints DRCI and TOB Staff will now be in charge of developing the marketing assets and executing the plan. 2. The ongoing development of the Buckwalter Place Project, situated in proximity to the LEC, is another key undertaking. DRCI is slated to occupy a portion of Building A, and various aspects of this project are now entering a phase requiring detailed review and oversight.

In addition to these projects, we maintain regular interactions with Assistant Town Manager Chris Forster and the BCEDC. These meetings are instrumental in ensuring that all parties are consistently informed about emerging opportunities and collaborative endeavors that may benefit any or all of the involved organizations. Our goal is to foster a synergistic approach to economic development, leveraging the strengths and resources of each entity to maximize impact and efficiency.

Key efforts in January

- A deeper dive into EDIP marketing plan; begin creation of key assets
- Multiple zoom calls with Chris Forster and Andre Frattino from SCAD regarding EDIP marketing program
- Placer.ai demo
- Meeting with Rick Maggin of the Lowcountry Pickleball Club and John O'Toole from BCEDC
- First review of architectural renderings for Buckwalter Place development Building A
- Attended and exhibited at CONVERGE hosted by BCEDC

Operations and Marketing

- Awarded SC Dept of Commerce StimulateSC Grant application
- Pre-Start course curriculum is complete. Class Starts in March
- Working on Artificial Intelligence best practices and implementation course
- Continued work on setting KPI's for new strategic initiatives
- Hosted the Professional Women's Network of the Lowcountry at The HUB
- Working on initial budget planning
- Toured Beaufort Landing Pad
- Attended the Town of Bluffton Night of Unity Event

Mentor Program

3

- 69 Mentors
- Meeting with Lead mentor Jim Biggs
- Planning Mentor Mingle for end of February

Partnerships

Hardeeville

- Monthly meeting with Mayor Williams, Michael Czymbor and Neil Parsons
- Rebranding and website complete. Launching in February
- The first Business event in a series is planned for February
- Working on AI Educational Series
- Working with City of Hardeeville on social media sites DRCI/HDV

BlacQuity

• Next cohort starts in March

Beaufort County Economic Development Corporation

- Working with them on multiple projects
- Attended and had a booth at BCEDC's Converge Summit

Greater Bluffton Chamber

- Hosted GBCC Lunch and Learn at The HUB
- Attended Coffee & Connections

Hilton Head – Bluffton Chamber

- Working with Chamber on content for AI presentation next month
- HHI Chamber Power Hour

Entrepreneural Thought of the Month

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"When everything seems to be going against you, remember that the airplane takes off against the wind, not with it."

- Henry Ford

5



GROWTH MANAGEMENT UPDATE

February 13, 2024

- 1. Town Council Appointed Boards/Commissions/Committees/Citizen Group Meetings:
 - **a. Planning Commission:** January 24, 2024, meeting agenda attached. Next meeting scheduled for Wednesday, February 28, 2024.
 - **b. Historic Preservation Commission:** January 3, 2024, meeting agenda attached. Next meeting scheduled for Wednesday, February 7, 2024.
 - **c.** Board of Zoning Appeals: January 2, 2024, meeting agenda attached. Next meeting scheduled for Tuesday, March 5, 2024.
 - d. Development Review Committee: January 3, 10, 24 & 31, 2024 meeting agendas attached. January 17, 2024 cancellation notice attached. Next meeting scheduled for Wednesday, February 7, 2024.
 - e. Historic Preservation Review Committee: January 2 & 29, 2024, meeting agendas attached. January 2, 16 & 22, 2024 cancellation notices attached. Next meeting scheduled for Tuesday, February 5, 2024.
 - **f.** Construction Board of Adjustment and Appeals: January 23, 2024, cancellation notice attached. Next meeting scheduled for Tuesday, February 27, 2024.
 - **g.** Affordable Housing Committee: January 4, 2024, meeting agenda attached. Next meeting scheduled for Thursday, February 1, 2024.
- 2. Community Development / Affordable Housing Committee Work Program:

Neighborhood Assistance Program.

The budget for Fiscal Year 2024 Neighborhood Assistance Budget is \$290,000.

To date, 18 homes have been serviced for repairs such as roofing and interior repairs totaling \$246,220. Eight homes have been serviced for septic pump out, totaling \$4,866, and two homes for tree service totaling \$6,180.

As of January 25, 2024, 28 homes have been serviced through the Neighborhood Assistance Program. Our program has a balance of \$32,733.

ATTACHMENTS:

- 1. Planning Commission meeting agenda for January 24, 2024.
- 2. Historic Preservation Commission meeting agenda for January 3, 2024.
- **3.** Board of Zoning Appeals cancellation notice for January 2, 2024.
- **4.** Development Review Committee meeting agendas for January 3, 10, 24 & 31, 2024 and cancellation notice for January 17, 2024.
- **5.** Historic Preservation Review Committee meeting agendas for January 8 & 29, 2024 and cancellation notices for January 2, 16 & 22, 2024.
- **6.** Construction Board of Adjustments and Appeals cancellation notice for January 23, 2024.
- 7. Affordable Housing Committee meeting agenda for January 4, 2024.
- 8. Building Permits and Planning Applications:
 - a. Building Permits Issued FY 2017-2024 (to January 26, 2024).
 - b. Building Permits Issued Per Month FY 2017-2024 (to January 26, 2024).
 - c. Value of Construction FY 2017-2024 (to January 26, 2024).
 - d. New Single Family Residential Building Permits Issued Per Month FY 2017-2024 (to January 26, 2024).
 - e. New Single Family Residential Building Permits Issued by Neighborhood FY 2017-2024 (to January 26, 2024).
 - f. New Single-Family Certificates of Occupancy Issued by Neighborhood FY 2017-2024 (to January 26, 2024).
 - g. New Commercial Construction/Additions Heated Square Footage FY 2017-2024 (to January 26, 2024).
 - h. Planning and Community Development Applications Approved FY 2017-2024 (to January 26, 2024).
 - i. Multi Family Apartments Value FY 2017-2024 (to January 26, 2024).
 - j. Multi Family Apartments Square Footage FY 2017-2024 (to January 26, 2024).
 - k. Multi Family Apartments Total Units FY 2017-2024 (to January 26, 2024).
- 9. Planning Active Application Report



Planning Commission Meeting

Wednesday, January 24, 2024 at 6:00 PM

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

AGENDA

This meeting can be viewed live on <u>BCTV</u>, on Hargray Channel 9 and 113 or on Spectrum Channel 1304.

I. CALL TO ORDER

II. ROLL CALL

III. NOTICE REGARDING ADJOURNMENT

The Planning Commission will not hear new items after 9:30 p.m. unless authorized by a majority vote of the Commission Members present. Items which have not been heard before 9:30 p.m. may be continued to the next regular meeting or a special meeting date as determined by the Commission Members.

IV. ADOPTION OF THE AGENDA

- V. ADOPTION OF MINUTES
 - 1. December 20, 2023 Minutes

VI. ADOPTION OF MINUTES

- 1. Election of Planning Commission Chair
- 2. Election of Planning Commission Commission Vice-Chair
- 3. Election of Development Review Committee Member

VII. PUBLIC COMMENT

VIII. OLD BUSINESS

- **IX. NEW BUSINESS**
 - Car Village (Certificate of Appropriateness- Highway Corridor Overlay): A request by Dan Keefer on behalf of Charlie and Brown LLC for review of a Certificate of Appropriateness -Highway Corridor Overlay District application. The project consists of 20,000 SF of clubhouse space and 5 buildings divided into garage condominium units totally approximately 80,000SF and associated infrastructure. The property is zoned Village at Verdier PUD and consists of approximately 5.00 acres, identified by tax map number R610-021-000-0808-0000, located on

Highway 170 approximately 1,200 feet south of Seagrass Station Road and falls within the Town of Bluffton Highway Corridor Overlay District. (COFA-08-23-018440) (Staff - Katie Peterson)

2. Unified Development Ordinance Amendments (Public Hearing): Amendments to the Town of Bluffton's Municipal Code of Ordinances, Chapter 23, Unified Development Ordinance, Relating to Contributing Resources and Development Standards in Old Town Bluffton Historic District, including Article 3 – Application Process, Sec. 3.18, Certificate of Appropriateness-Historic District; Sec. 3.19, Site Feature-Historic District Permit; and, Sec. 3.25, Designation of Contributing Resources; Article 4 – Zoning Districts, Table 4.3, Uses by District; Article 5 – Design Standards, Sec. 5.10, Stormwater; 5.11, Parking; and, Sec. 5.15, Old Town Bluffton Historic District District; and, Article 9 – Definitions and Interpretations, Sec. 9.2, Defined Terms and Sec. 9.3, Interpretation of Dimensional Standards. (Staff - Charlotte Moore)

X. DISCUSSION

XI. ADJOURNMENT

NEXT MEETING DATE: Wednesday, February 28, 2024

"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or adacoordinator@townofbluffton.com as soon as possible but no later than 48 hours before the scheduled event.

Executive Session – The public body may vote to go into executive session for any item identified for action on the agenda.

*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. To submit a public comment online, please click here: <u>https://www.townofbluffton.sc.qov/FormCenter/Town-15/Public-Comment-60</u> Public comment is limited to 3 minutes per speaker.



Historic Preservation Commission

Wednesday, January 03, 2024 at 6:00 PM

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr. Council Chambers

AGENDA

This meeting can be viewed live on <u>Beaufort County Channel</u>, on Hargray Channel 9 and 113 or on Spectrum Channel 1304.

I. CALL TO ORDER

II. ROLL CALL

III. NOTICE REGARDING ADJOURNMENT

The Historic Preservation Commission will not hear new items after 9:30 p.m. unless authorized by a majority vote of the Commission Members present. Items which have not been heard before 9:30 p.m. may be continued to the next regular meeting or a special meeting date as determined by the Commission Members.

IV. NOTICE REGARDING PUBLIC COMMENTS*

Every member of the public who is recognized to speak shall address the Chairman and in speaking, avoid disrespect to Commission, Staff, or other members of the Meeting. State your name and address when speaking for the record. COMMENTS ARE LIMITED TO THREE (3) MINUTES.

V. ADOPTION OF THE AGENDA

VI. ADOPTION OF MINUTES

1. December 6, 2023 Minutes

VII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA*

VIII. OLD BUSINESS

IX. NEW BUSINESS

 Certificate of Appropriateness: A request by DePauw Architects, on behalf of the owners, Jill and Steve Duncan, for approval of a Certificate of Appropriateness - HD to construct a new 1story Carriage House of approximately 754 SF, to be located at 4 Tabby Shell Road, Lot ,4 in the Tabby Roads Development, in the Old Town Bluffton Historic district and zoned Neighborhood General- HD zoning District. (COFA-11-23-018622)(Staff - Katie Peterson)

- Certificate of Appropriateness: A request by Nicki Jacoby on behalf of the owner, King Tide Custom Homes, for approval of a Certificate of Appropriateness - HD to construct a new 2story mixed-use building of approximately 2,894 SF for office use on the first floor and one dwelling unit above, to be located at 10 Carroll Court, in the Old Town Bluffton Historic district and zoned Neighborhood Core - HD zoning District. (COFA-09-23-018484)(Staff - Katie Peterson)
- 3. Certificate of Appropriateness: A request by Court Atkins Architects, Inc. on behalf of the owner, Tidal Creek Investments, LLC for approval of a Certificate of Appropriateness HD to construct a new 2.5-story mixed-use building of approximately 3,717 SF for office use on the first floor and one dwelling unit above, to be located at 213 Goethe Road, in the Old Town Bluffton Historic district and zoned Neighborhood Core HD zoning District. (COFA-09-23-018463)(Staff Katie Peterson)
- 4. Certificate of Appropriateness: A request by William Court, on behalf of the owners, David and Susan Sewell, for approval of a Certificate of Appropriateness - HD for the construction of a new 2-story single-family residential structure of approximately 2,477 SF and a new 2story Carriage House of approximately 905 SF to be located at 26 Tabby Shell Road, Lot 14 in the Tabby Roads development, in the Old Town Bluffton Historic District and zoned Neighborhood General-HD. (COFA-10-23-018547)(Staff - Katie Peterson)

X. DISCUSSION

 Discussion Regarding Potential Amendments to the Town of Bluffton Code of Ordinances, Chapter 23 - Unified Development Ordinance (UDO) Relating to Contributing Resources and Architectural Standards in Old Town Bluffton Historic District (Staff - Charlotte Moore)

XI. ADJOURNMENT

NEXT MEETING DATE: Wednesday, February 7, 2024

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The Board of Zoning Appeals (BZA) Meeting scheduled for

Tuesday, January 2, 2024, at 6:00 p.m.

Has been <u>CANCELED</u> due to lack of agenda items

The next meeting is scheduled for Tuesday, February 6, 2024.

> If you have questions, please contact Growth Management at: 843-706-4500



Development Review Committee Meeting

Wednesday, January 03, 2024 at 1:00 PM

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

AGENDA

All Applications can be viewed on the Town of Bluffton's Permit Finder page <u>https://www.townofbluffton.us/permit/</u>

- I. CALL TO ORDER
- II. ROLL CALL
- **III. PUBLIC COMMENT**
- **IV. OLD BUSINESS**
- V. NEW BUSINESS
 - New River Linear Trail Phases 1, 2 and 3 (Public Project): A request by Constance Clarkson on behalf of the Town of Bluffton for approval of a public project. The project consists of surface improvements to the New River Linear Trail and construction of restroom facilities at the trailhead parking lot. The properties are zoned Jones Estate Planned Unit Development and New Riverside Planned Unit Development and consists of approximately 42.7 acres identified by tax map numbers R610 028 000 0018 0000, R610 035 000 0016 0000 and R614 035 000 0011 0000, and located within the Cypress Ridge Master Plan and Heritage at New Riverside Master Plan. (DP-12-23-018739) (Staff - Dan Frazier)
- VI. DISCUSSION
- **VII. ADJOURNMENT**

NEXT MEETING DATE: Wednesday, January 10, 2024

Town of Bluffton, SC

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scheduled event.

Executive Session – The public body may vote to go into executive session for any item identified for action on the agenda.

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Development Review Committee Meeting

Wednesday, January 10, 2024 at 1:00 PM

Theodore D. Washington Municipal Building, Henry "Emmett" McCracken Jr. Council Chambers,

20 Bridge Street, Bluffton, SC

AGENDA

All Applications can be viewed on the Town of Bluffton's Permit Finder page <u>https://www.townofbluffton.us/permit/</u>

- I. CALL TO ORDER
- II. ROLL CALL
- **III. PUBLIC COMMENT**
- **IV. OLD BUSINESS**
- V. NEW BUSINESS
 - Midpoint 1C-2 (Subdivision): A request by JP Moore of Thomas & Hutton on behalf of Pulte Homes Company, for approval of a subdivision application. The project consists of creating four (4) lots from the existing single lot. The property is identified by tax map number R610 044 000 0012 0000 and consists of .76 acres located along Midpoint Blvd. The property is zoned New Riverside PUD. (SUB-11-23-018714) (Staff - Jordan Holloway)
 - Hamilton Grove (SUB-12-23-018734): A request by Stanley Martin Homes for approval of a subdivision application. The project consists of creating 85 single-family lots within the Hamilton Grove development. The property is identified by tax map number R610 031 000 0088 0000 and consists of 20.2 acres located along Ballfield Road and Buck Island Road. The property is zoned Residential General. (SUB-12-23-018734) (Staff - Jordan Holloway)
 - 3. **Cornerstone Church Campus (Planned Unit Development Amendment):** A request by Nathan Sturre of Sturre Engineering on behalf of the property owner, Cornerstone Church of Bluffton, for approval of a planned unit development amendment. The amendment requests modifications to the planned unit development and the initial master plan to reflect a proposed change in use to accommodate the conversion of the site from a Substance Abuse Facility to a religious assembly use including permitted uses and development standards that follow guidelines previously established in the Pritchardville "Community Preservation" Beaufort County Zoning Development and Standards. The properties are zoned Mindstream Academy Planned Unit Development and consists of 41.3 acres identified by tax map numbers

January 10, 2024

R610 036 000 0014 0000 and R610 036 000 014B 0000, and located at 11 Grassey Lane within the Mindstream Academy Master Plan. (CPA-11-23-018673) (Staff – Dan Frazier)

- 4. **Oyster Factory Park (Public Project Amendment):** A request by Charles Savino on behalf of the Town of Bluffton for approval of a public project amendment. The project proposes improvements to the event area south of the pavilion including construction of sidewalks, hardscapes, light grading, electrical, decking, light drainage and landscaping. The properties are zoned Riverfront Edge Historic District (RV-HD) and consists of approximately 2.56 acres identified by tax map numbers R610 039 00A 0165 0000 and R610 039 00A 0261 0000 and located at 55 Wharf Street. (DP-01-22-016299) (Staff Dan Frazier)
- **VI. DISCUSSION**
- VII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, January 17, 2024

"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."

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THE DEVELOPMENT REVIEW COMMITTEE (DRC) Meeting scheduled for

Wednesday, January 17, 2024 at 1:00 P.M.

has been <u>CANCELED</u> due to lack of agenda items

The next meeting is scheduled for Wednesday, January 24, 2024

If you have questions, please contact Growth Management at: 843-706-4500



Development Review Committee Meeting

Wednesday, January 24, 2024 at 1:00 PM

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

AGENDA

All Applications can be viewed on the Town of Bluffton's Permit Finder page <u>https://www.townofbluffton.us/permit/</u>

- I. CALL TO ORDER
- II. ROLL CALL
- III. PUBLIC COMMENT
- **IV. OLD BUSINESS**
- V. NEW BUSINESS
 - Palmetto Bluff Anson Golf Course (Development Plan): A request by Drew Lonker of Thomas & Hutton, on behalf of Palmetto Bluff Uplands, LLC, for approval of a preliminary development plan. The project consists of general clearing, parking, storm drainage treatment infrastructure, access roadways, maintenance, and temporary hospitality facilities, and grading to serve the proposed 18-hole golf course. The property is zoned Palmetto Bluff Planned Unit Development and consists of +/- 104 acres identified by tax map numbers R614 057 000 0001 0000, R614 045 000 0019 0000, and R614 045 000 0026 0000, located within the Palmetto Bluff PUD, west of Bighouse Plantation Road. (DP-01-24-018822) (Staff – Dan Frazier)
- VI. DISCUSSION
- **VII. ADJOURNMENT**

NEXT MEETING DATE: Wednesday, January 31, 2024

Town of Bluffton, SC

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scheduled event.

Executive Session – The public body may vote to go into executive session for any item identified for action on the agenda.

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Development Review Committee Meeting

Wednesday, January 31, 2024 at 1:00 PM

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

AGENDA

All Applications can be viewed on the Town of Bluffton's Permit Finder page <u>https://www.townofbluffton.us/permit/</u>

- I. CALL TO ORDER
- II. ROLL CALL
- **III. PUBLIC COMMENT**
- **IV. OLD BUSINESS**
- V. NEW BUSINESS
 - Four Seasons at Carolina Oaks Phase 8 (Development Plan): A request by T J Behm of Thomas & Hutton on behalf of Steven Baker of K. Hovnanian Homes for approval of a final development plan. The project consists of 51 single family residential lots, open space, and associated infrastructure. The property is zoned Jones Estate Planned Unit Development and consists of approximately 22.0 acres identified by tax map numbers R614 028 000 0002 0000 located within the Cypress Ridge Master Plan. (DP-03-23-017822) (Staff - Dan Frazier)
 - 2. Maiden Lane Development (Development Plan): A request by Nathan Sturre of Sturre Engineering on behalf of the property owner Hinton Vacation Properties, LLC, for approval of a preliminary development plan application. The project proposes the development of a fourteen (14) lot mixed-use subdivision containing twelve (12) single-family residential lots, two (2) mixed-use lots, common open space, and associated infrastructure. The properties are zoned Neighborhood General Historic District (NG-HD) and consist of 3.58 acres identified by tax map numbers R610 039 00A 0042 0000 and R610 039 00A 042A 0000 located on the south side of May River Road west of Pritchard Street. (DP-12-23-018802) (Staff Dan Frazier)
 - 50 Guerrard Avenue (Subdivision): A request by Patrick Mason on behalf of RDB Land Development, LLC for approval of a subdivision application. The project consists of creating three lots from the existing single lot. The property is identified by tax map number R610 039 00A 0199 0000 and consists of .74 acres located at 50 Guerrard Avenue. The property is zoned Neighborhood General - HD. (SUB-12-23-018796) (Staff - Jordan Holloway)

January 31, 2024

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, February 7, 2024

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THE HISTORIC PRESERVATION REVIEW COMMITTEE (HPRC) Meeting scheduled for

Tuesday, January 2, 2024 at 4:00 P.M.

has been <u>CANCELED</u> due to lack of agenda items.

The next meeting is scheduled for Monday, January 8, 2024.

> If you have questions, please contact Growth Management at: 843-706-4500



Historic Preservation Review Committee Meeting

Monday, January 08, 2024 at 4:00 PM

Theodore D. Washington Municipal Building, Henry "Emmett" McCracken Jr. Council Chambers,

20 Bridge Street, Bluffton, SC

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- **III. PUBLIC COMMENT**
- **IV. OLD BUSINESS**
- V. NEW BUSINESS
 - 24 Ma Daisy's Way: A request by Pearce Scott Architects, on behalf of the Owner, Billy Watterson, for review of a Certificate of Appropriateness - HD to allow the construction of a new 1,999 SF 1-story retail building in the Ma Daisy's Porch Development Plan, on the parcel currently addressed as 24 Ma Daisy's Way, in the Old Town Bluffton Historic District and zoned Neighborhood General - HD. (COFA-12-23-018754)(Staff - Katie Peterson)
- **VI. DISCUSSION**
- **VII. ADJOURNMENT**

NEXT MEETING DATE: Tuesday, January 16, 2024

"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or adacoordinator@townofbluffton.com as soon as possible but no later than 48 hours before the

scheduled event.

Executive Session – The public body may vote to go into executive session for any item identified for action on the agenda.

*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. To submit a public comment online, please click here: <u>https://www.townofbluffton.sc.qov/FormCenter/Town-15/Public-Comment-60</u> Public comment is limited to 3 minutes per speaker.



THE HISTORIC PRESERVATION REVIEW COMMITTEE (HPRC) Meeting scheduled for

Tuesday, January 16, 2024 at 4:00 P.M.

has been <u>CANCELED</u> due to lack of agenda items.

The next meeting is scheduled for Monday, January 22, 2024.

> If you have questions, please contact Growth Management at: 843-706-4500



THE HISTORIC PRESERVATION REVIEW COMMITTEE (HPRC) Meeting scheduled for

Monday, January 22, 2024 at 4:00 P.M.

has been <u>CANCELED</u> due to lack of agenda items.

The next meeting is scheduled for Monday, January 29, 2024.

> If you have questions, please contact Growth Management at: 843-706-4500



Historic Preservation Review Committee Meeting

Monday, January 29, 2024 at 4:00 PM

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

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- **III. PUBLIC COMMENT**
- **IV. OLD BUSINESS**
- V. NEW BUSINESS
 - 22 Bruin Road: A request by Sean A. Lewis, on behalf of the Owner, Bertha Wooten, for a review of a Certificate of Appropriateness - HD to construct a new 1-story residential structure of approximately 1,695 with attached Carriage House of approximately 697 SF, to be located at 22 Bruin Road, in the Old Town Bluffton Historic district and zoned Neighborhood General-HD zoning District. (COFA-01-24-018816)(Staff - Katie Peterson)
- VI. DISCUSSION
- **VII. ADJOURNMENT**

NEXT MEETING DATE: Monday, February 5, 2024

"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."

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scheduled event.

Executive Session – The public body may vote to go into executive session for any item identified for action on the agenda.

*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. To submit a public comment online, please click here: <u>https://www.townofbluffton.sc.qov/FormCenter/Town-15/Public-Comment-60</u> Public comment is limited to 3 minutes per speaker.



The Construction Board of Adjustments and Appeals (CBAA) Meeting scheduled for

Tuesday, January 23, 2024, at 6:00 P.M.

has been <u>CANCELED</u>. due to lack of agenda items.

The next meeting is scheduled for Tuesday, February 27, 2024.

If you have questions, please contact. Growth Management at: 843-706-4500

Attach Section XI. Item #1.



Affordable Housing Committee Meeting

Thursday, January 4, 2024, at 10:00 AM

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr. Town Council Chambers

AGENDA

This meeting can be viewed live on <u>Beaufort County Channel</u>, on Hargray Channel 9 and 113 or on Spectrum Channel 1304.

- I. CALL TO ORDER
- II. ROLL CALL
- **III. ADOPTION OF THE AGENDA**
- **IV. ADOPTION OF MINUTES**
 - 1. November 9, 2023
- V. OLD BUSINESS

VI. NEW BUSINESS

1. FY24 Neighborhood Assistance Program Budget Update

VII. DISCUSSION

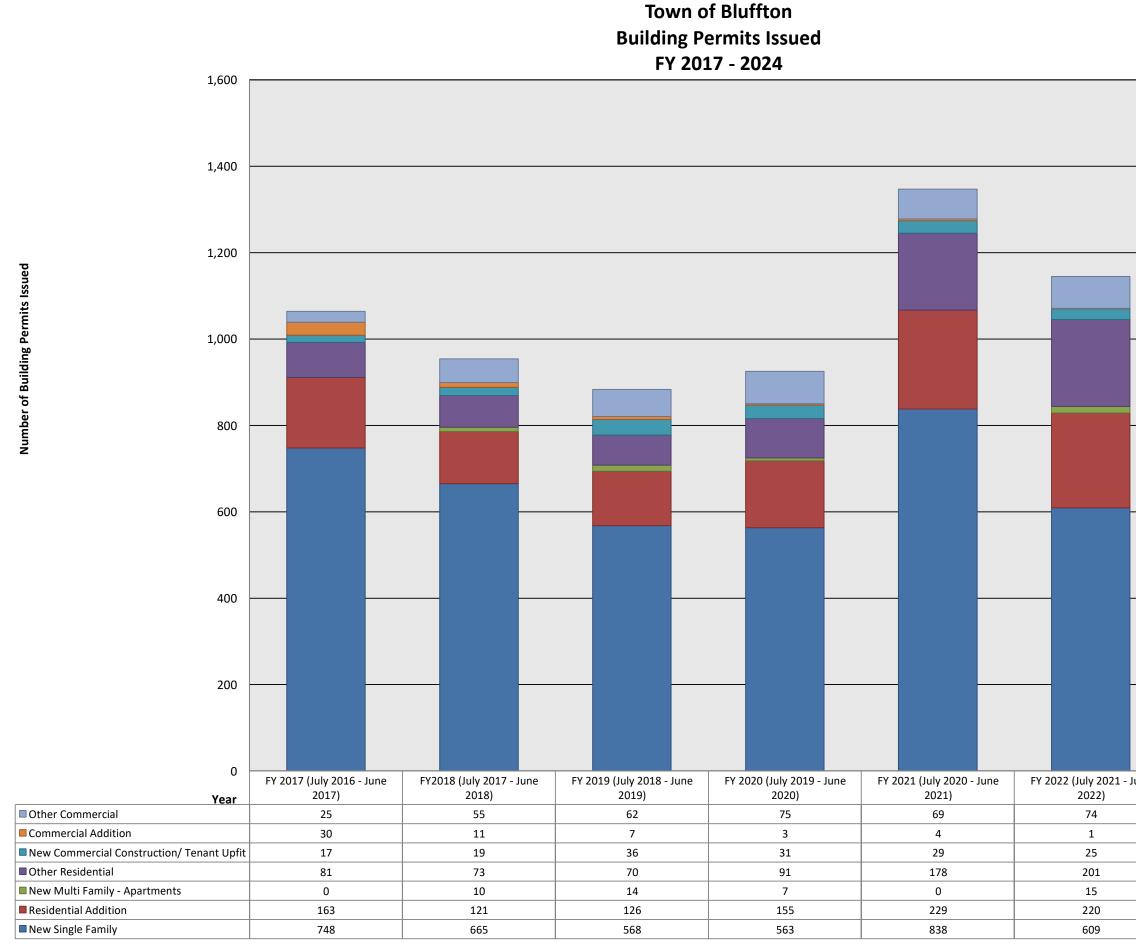
- 1. 1095 May River Road Update
- **VIII. PUBLIC COMMENTS**
- **IX. ADJOURNMENT**

"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or adacoordinator@townofbluffton.com as soon as possible but no later than 48 hours before the scheduled event.

*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. Public comment must not exceed three (3) minutes.

Executive Session - The public body may vote to go into executive session for any item identified for action on the agenda.



Notes: 1. Building Permits Issued excludes those Building Permits which were voided or withdrawn.

2. Residential addition includes: additions, screen enclosures, carport, re-roof, modular.

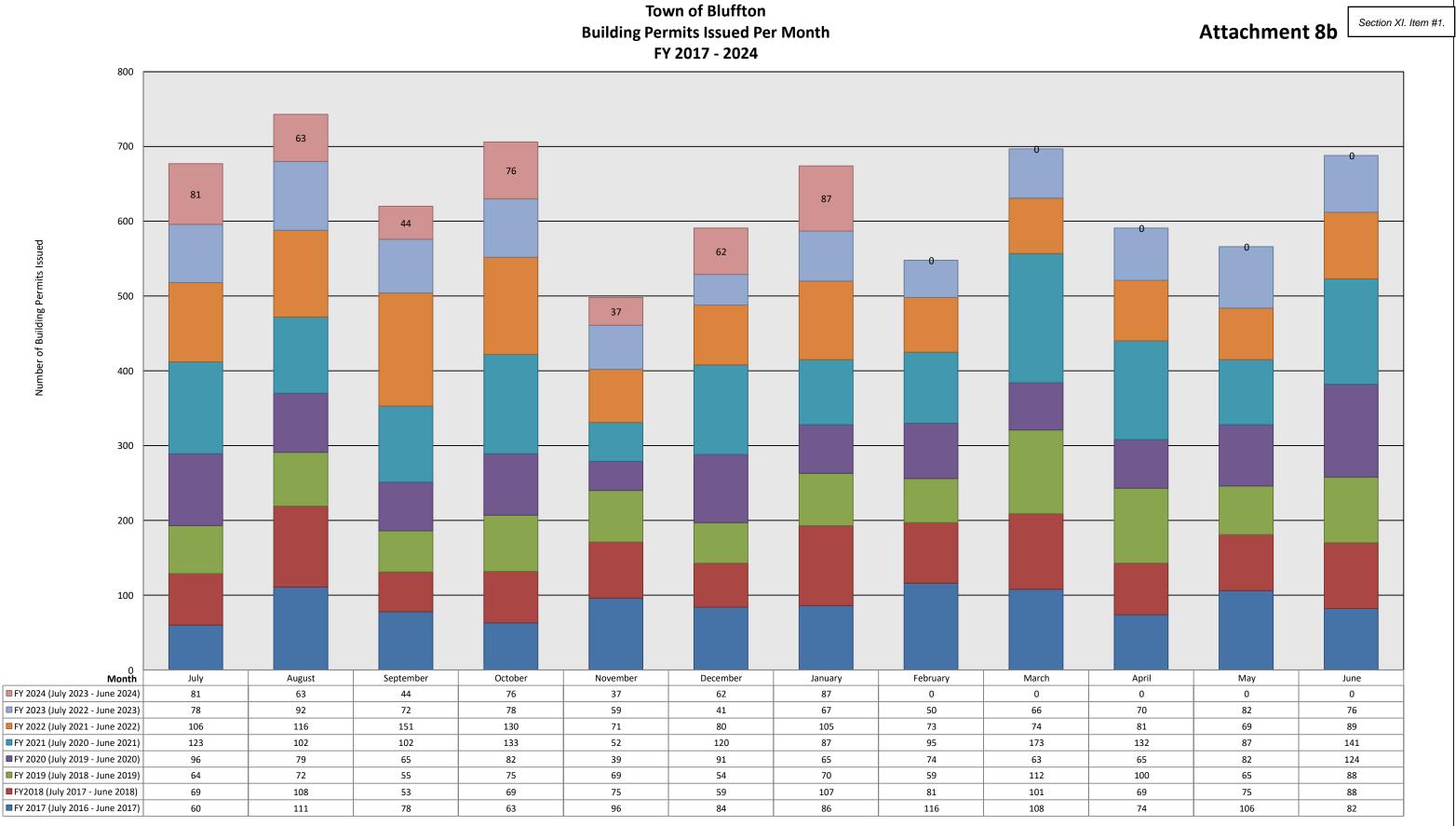
3. Other residential includes: new accessory structure, new accessory residence.

4. Commerical addition includes: additions, screen enclosure, shell.

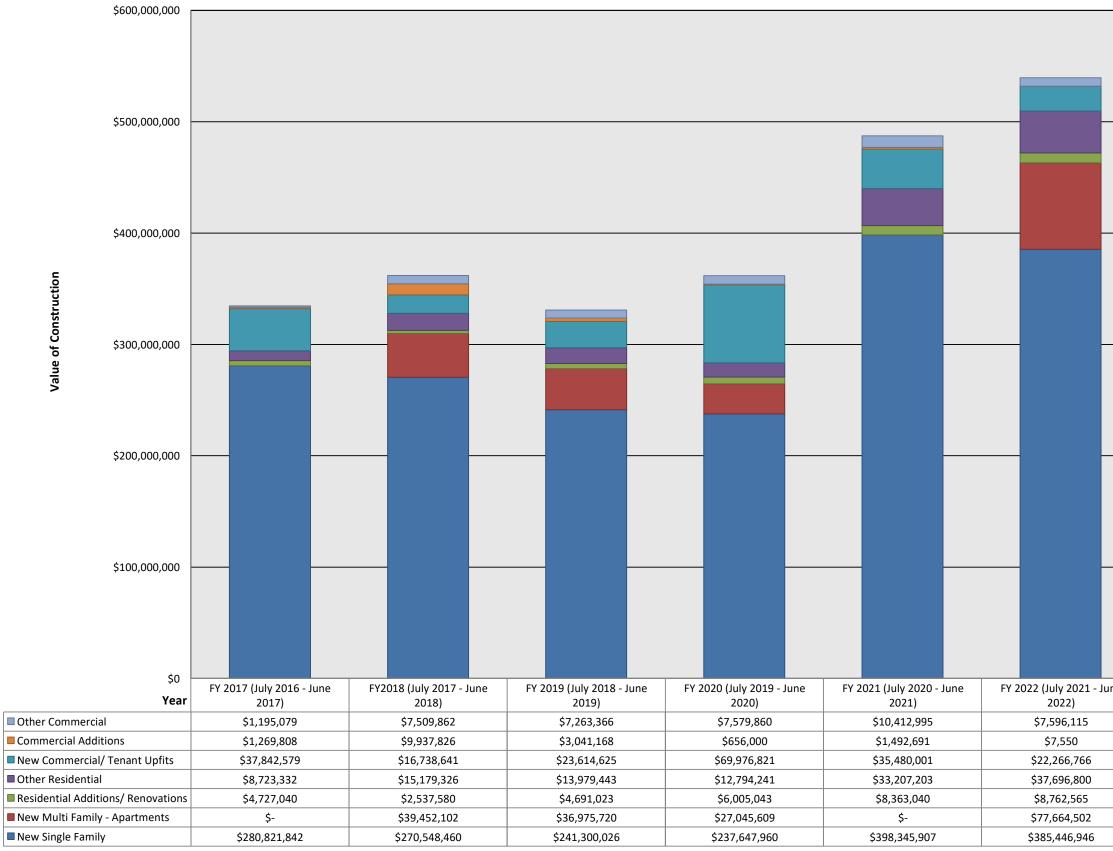
5. Other commerical includes: remodel and accessory structure.

	Attach	mer	nt 8a	Section X	(l. ltem #1.
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June	FY 2023 (July 2022 - 2023)	June	FY 2024 (July 202	2023 - June 4)	
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	11		5		
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	0 210		0 78		
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FY 2017 - 2024



Town of Bluffton Value of Construction FY 2017 - 2024



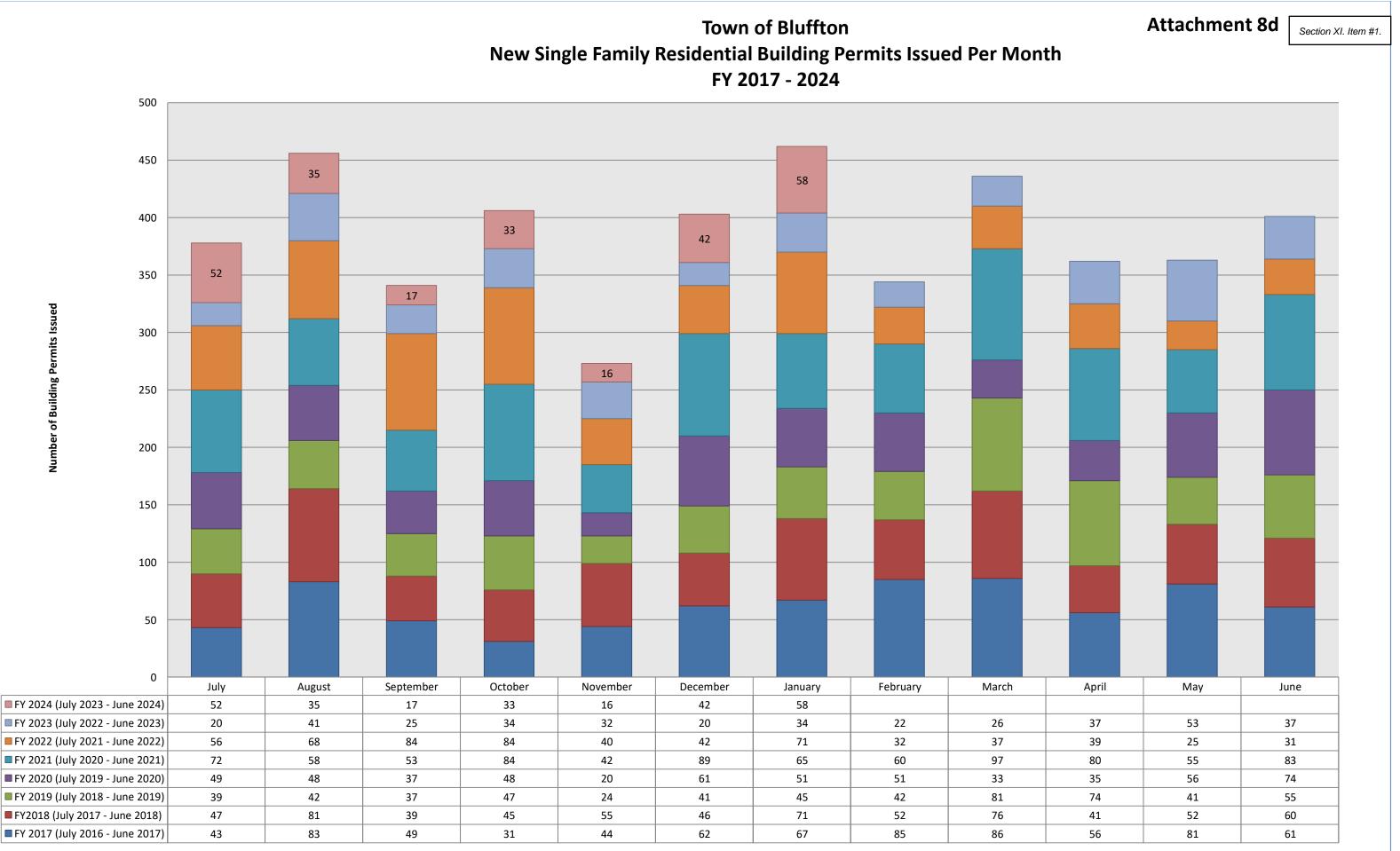
Notes: 1. Residential addition includes: additions, screen enclosures, carport, re-roof, modular.

2. Other residential includes: new accessory structure, new accessory residence.

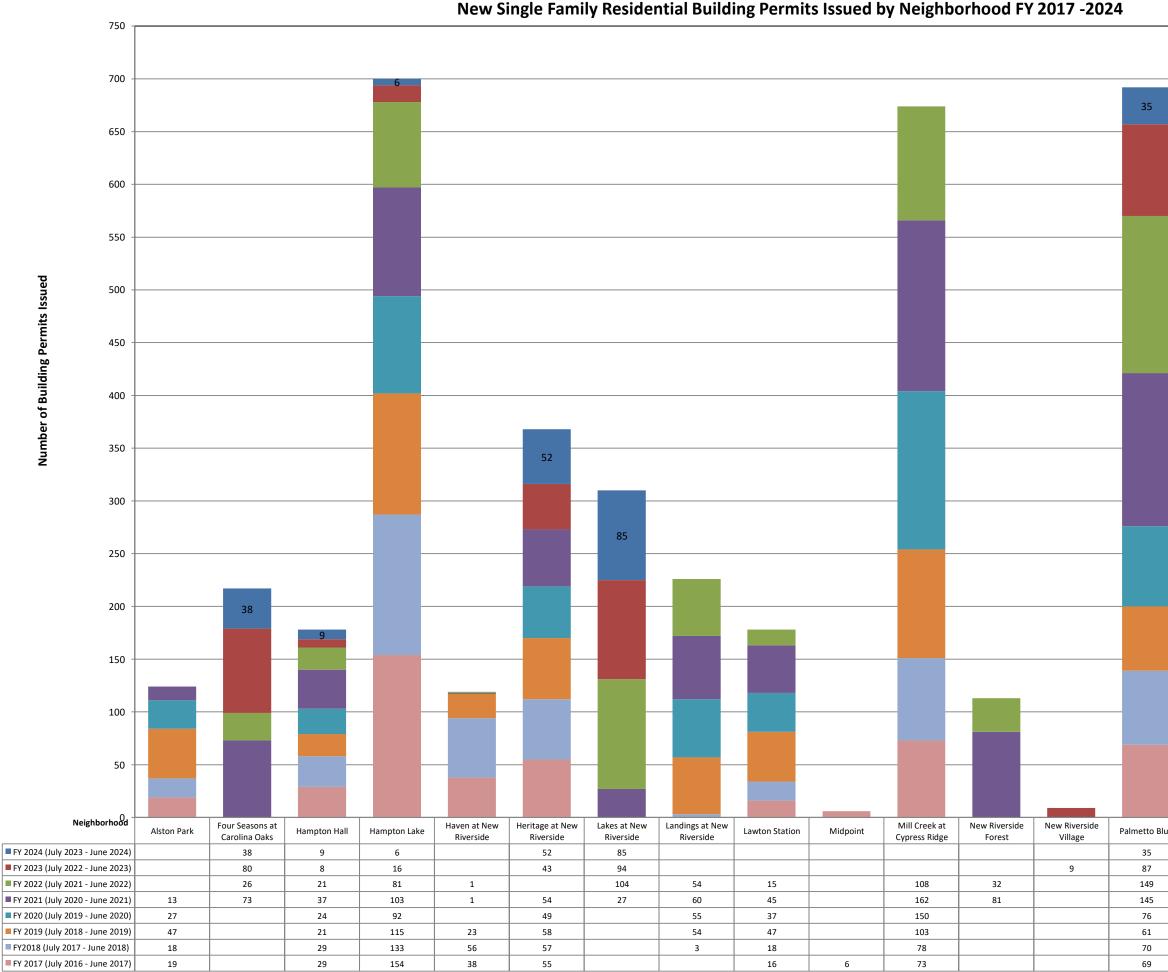
3. Commerical addition includes: additions, screen enclosure, shell.

4. Other commerical includes: remodel and accessory structure.

	A			Section XI. Item #1.
	Attach	mer	nt 8c	
ine	FY 2023 (July 2022 -	June	FY 2024 (July 20	23 - June
	2023) \$12,475,855		2024) \$5,617,92	
	\$12,475,855		\$363,30	
	\$24,611,903		\$4,887,97	
	\$40,039,634		\$12,705,6	
	\$8,683,202		\$5,729,29	
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	\$272,946,813		\$143,096,9	901



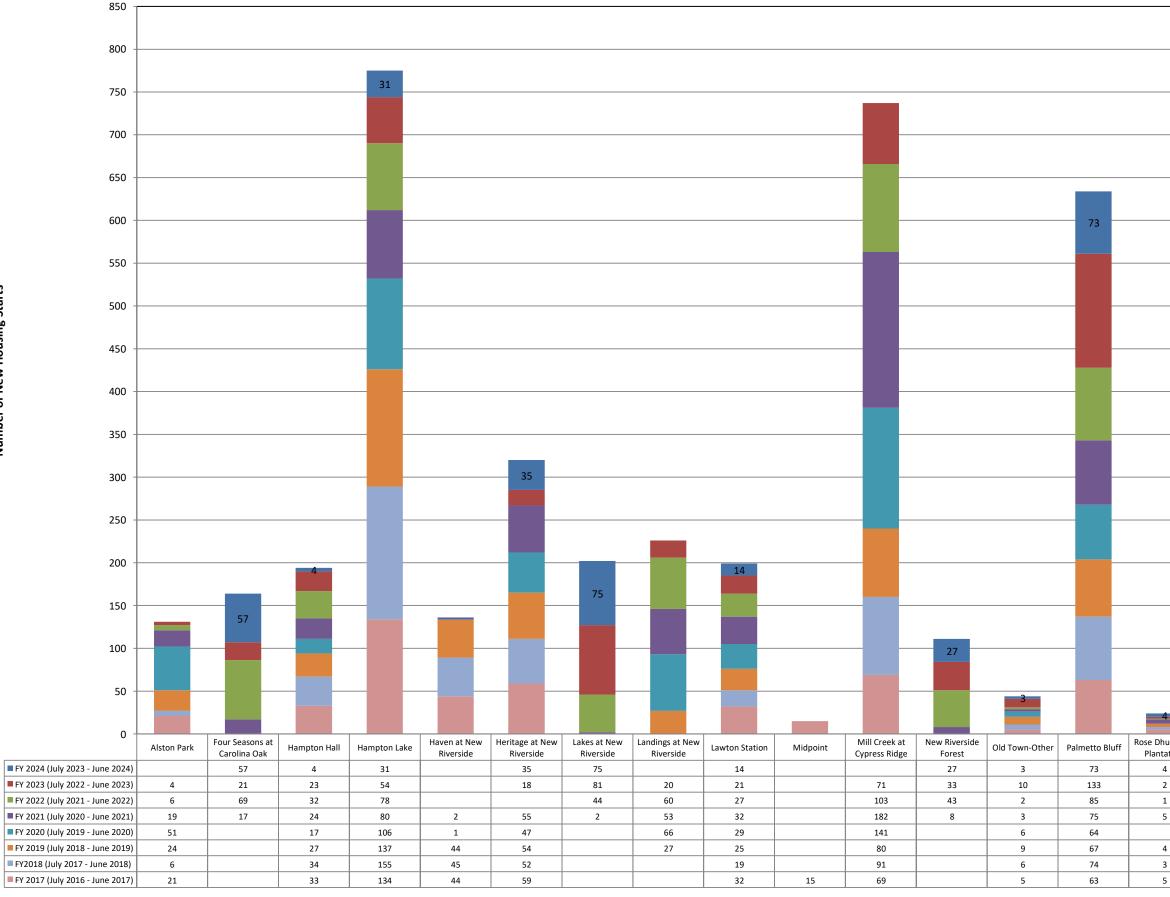
Page 168



Town of Bluffton New Single Family Residential Building Permits Issued by Neighborhood FY 2017 -2024

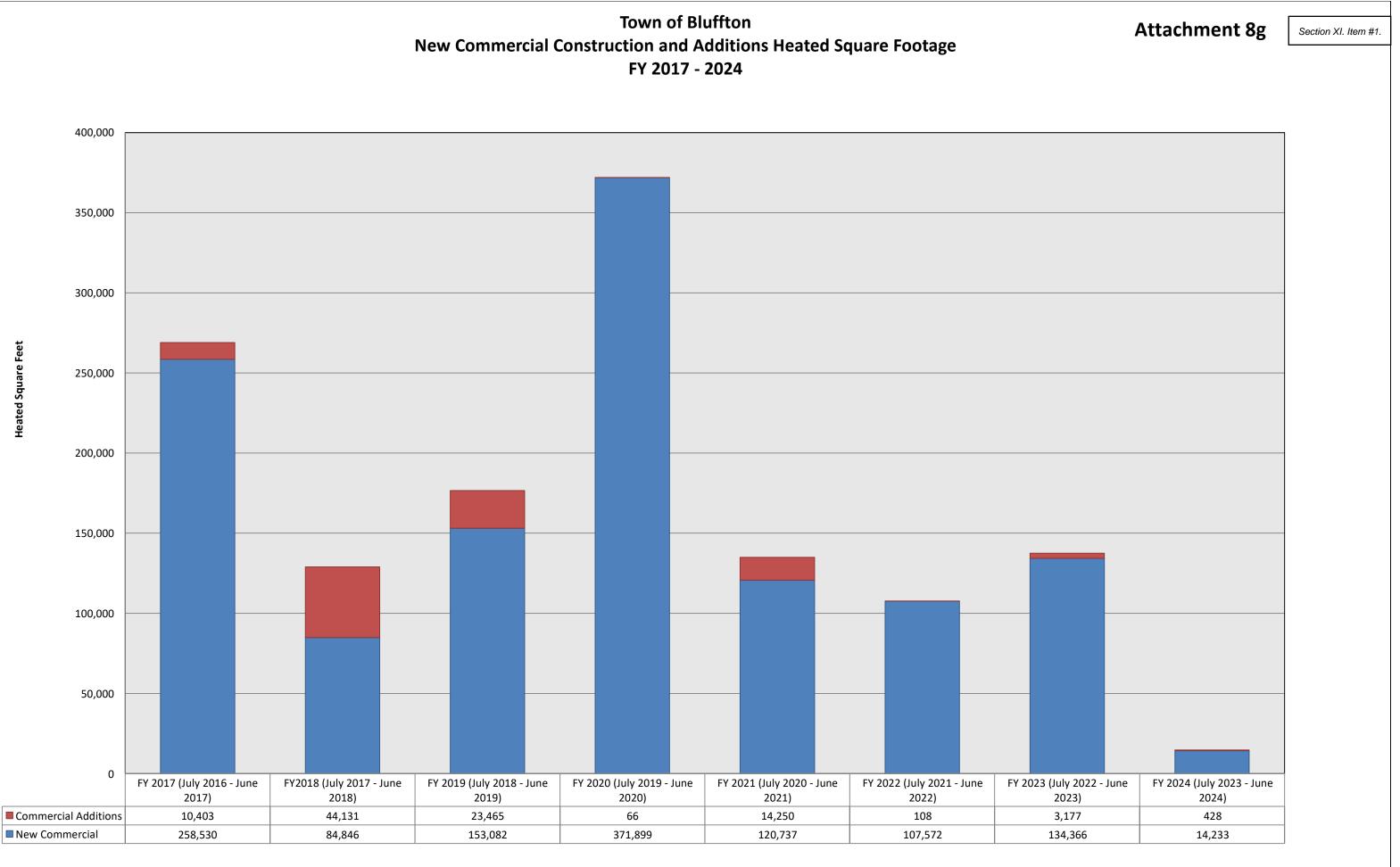
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	Asse Dhu Creek Plantation	Shell Hall	Stock Farm	1 Tabby Roads	23 Washington Square
f	Plantation 3			1	Washington Square 23
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	Plantation 3 3 5			1	Washington Square 23
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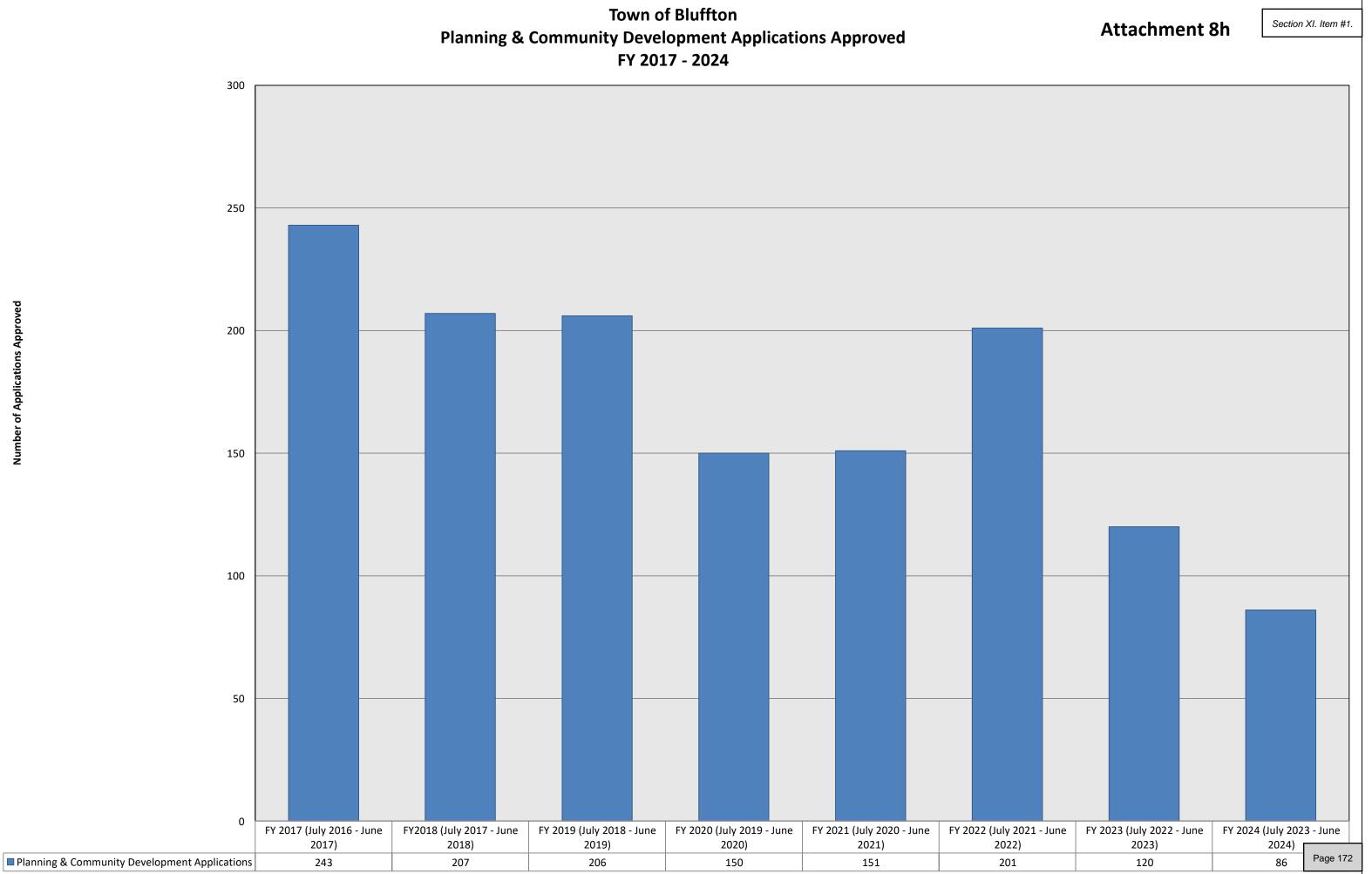
Town of Bluffton New Single Family Certificates of Occupancy Issued by Neighborhood FY 2017



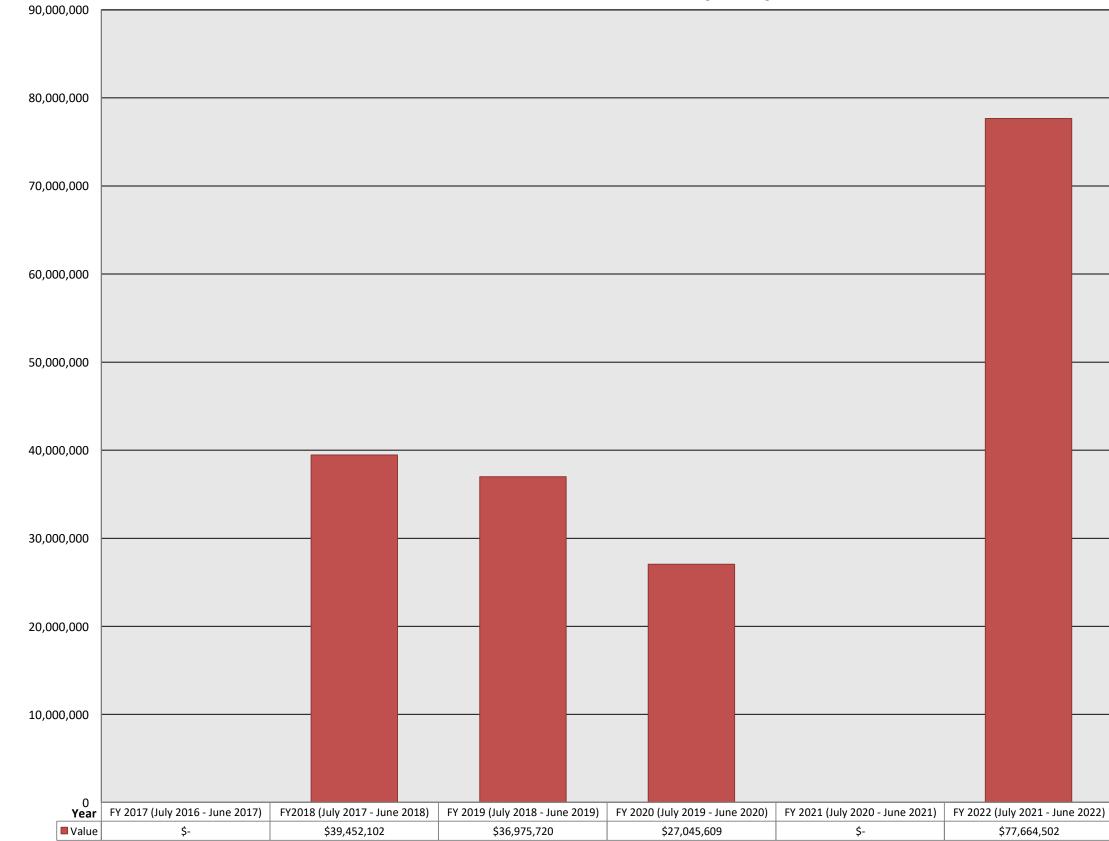
2	024	Atta	chment	8f	Section	n XI. Item #1	
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l Creek tion	Schultz/ Goethe Road	Shell Hall	Stock Farm	Tabby R	oads	Washington Square	
		2	1	2		28	
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FY 2017 - 2024





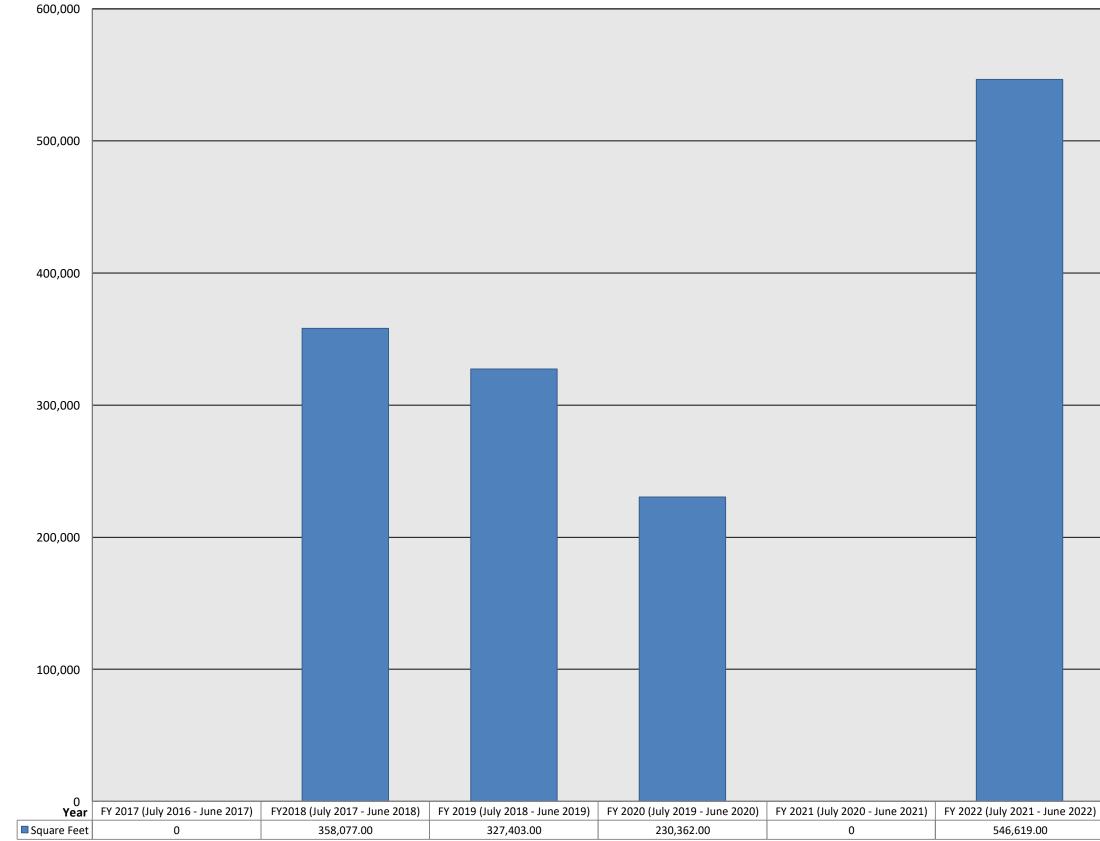
Town of Bluffton Multi Family Apartments Value FY 2017 - 2024



Value of Multi Family Apartments

Attachment 8i	Section XI. Item #1.
FY 2023 (July 2022 - June 2023) FY 2024 (July 2023 - June 2023)	June 2024)
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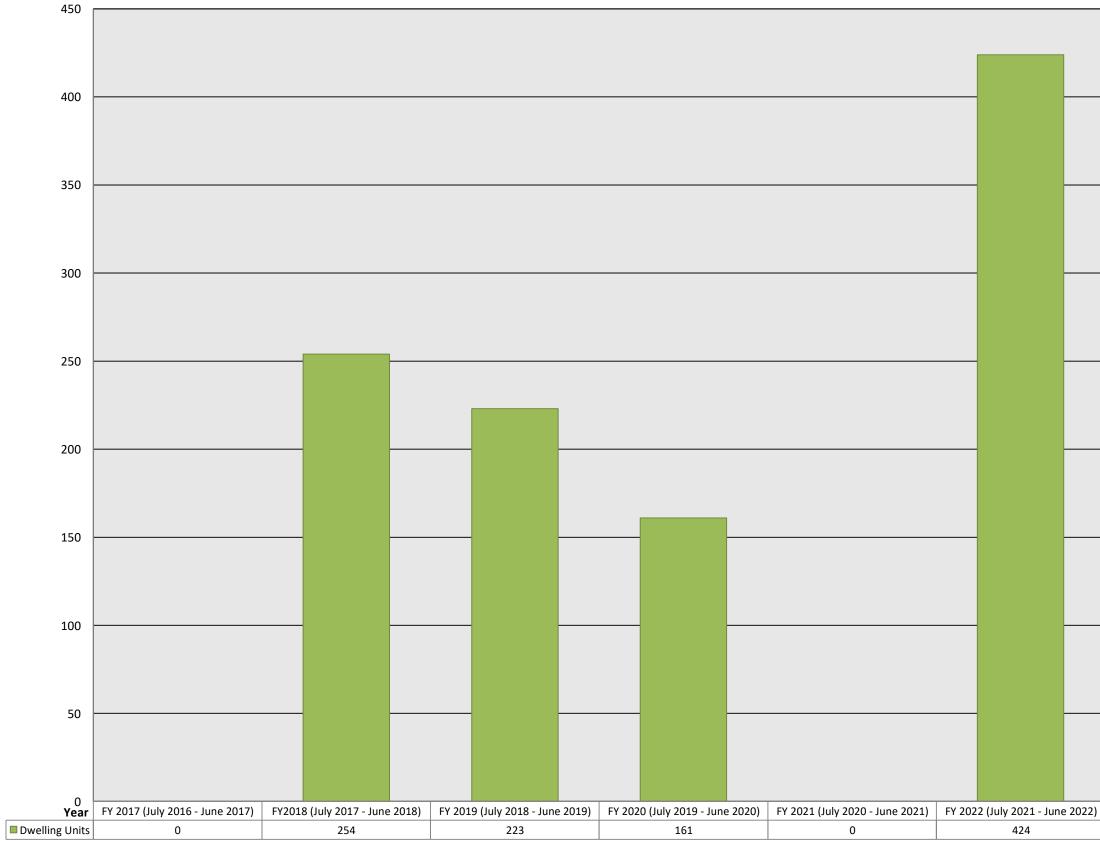
Town of Bluffton Multi Family Apartments Square Footage FY 2017 - 2024



Square Footage of Multi Family Apartments

	Attachm	ent 8j	Section X	l. Item #1.
		-		
)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - J	une 2024)	
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Town of Bluffton Multi Family Apartments Total Units FY 2017 - 2024



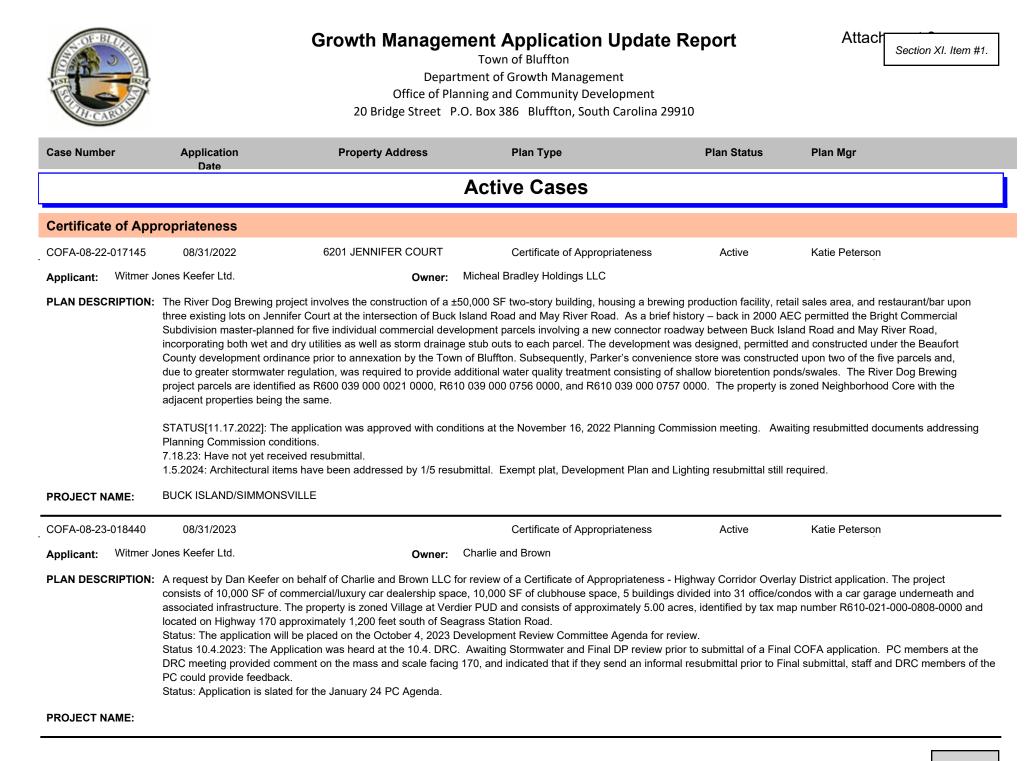
Multi Family Apartments Total Units

	Attachm	ent 8k	Section X	l. Item #1.
)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - Ju	une 2024)	
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		Depar Office of Pla	Town of Bluffton Town of Bluffton tment of Growth Management anning and Community Developme 2.O. Box 386 Bluffton, South Carol	- ent	Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
			Active Cases		
Annexation Petit	ion				
100%					
ANNX-09-23-018471	09/12/2023		Annexation Petition	Active	Aubrie Giroux
Applicant: Mosiac	Development LLC	Owner:	James Bush		
PLAN DESCRIPTION	: The Mews at Nature's \	Walk			
PROJECT NAME:					
ANNX-11-23-018624	11/01/2023		Annexation Petition	Active	Aubrie Giroux
Applicant: Univers	ity Investments	Owner:	University Investments		
PLAN DESCRIPTION	: annexation and rezonin	ng of parcel 12D , part of the Grande Oa	aks Property at the NW corner of the inte	ersection of Buckwalter Pkwy an	d lake point Dr into buckwalter PUD
PROJECT NAME:					
			Total	Annexation Petition	Cases: 2
Certificate of Ap	propriateness				

Highway Corridor Overlay District

		Departr Office of Plan	Town of Bluffton nent of Growth Management ning and Community Development D. Box 386 Bluffton, South Carolina 29		Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
			Active Cases		
Certificate of App	propriateness				
COFA-08-23-018438	08/30/2023		Certificate of Appropriateness	Active	Katie Peterson
Applicant: Architect	ture 101	Owner: I	Lee Lucier		
PLAN DESCRIPTION:	application. The consists properties are zoned New	of 2 restaurant buildings, totaling appro	nardson (Circle 46, LLC) for review of a Cert oximately 5,125 SF, with approximately 875 and consists of approximately 1.32 acres ide n.	SF of outdoor dining spa	ace and supporting infrastructure. The
	Status 10.4.23: The Appli	cation was heard at the 10.4. DRC. Av	evelopment Review Committee Agenda for r vaiting Stormwater and Final DP review prio , and expressed concern about pedestrian c	r to submittal of a Final 0	COFA application. PC members at the DRC I parking.
	Status: The Application w	ill be heard by the Planning Commissic	on at the December 20, 2023 meeting.		
	Status 1.4.2024: The App	lication was approved with conditions a	at the 12.20.2023 PC meeting. Awaiting resu	ubmittal addressing PC C	Conditions.
PROJECT NAME:	NEW RIVERSIDE VILLAC	GE			



		Departme Office of Planni	ent Application Update F Town of Bluffton ent of Growth Management ng and Community Development Box 386 Bluffton, South Carolina 299	-	Attach Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
		А	ctive Cases		
Certificate of Ap	opropriateness				
COFA-01-24-018868	01/17/2024	1 JCS CV COVE	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Pearce	e Scott Architects	Owner: GC	DF, LLC		
PLAN DESCRIPTION	N: A request by Pearce Scott	Architects on behalf of the Owner Jim	Saba for a review of a Certificate of Approp	riateness - HD to cons	struct a new 2-story recreation building
PLAN DESCRIPTION PROJECT NAME: Historic District	of approximately 2,915SF Overlay district. Status: The Conceptual Ap JC'S COVE	to be located at 1 JCs Cove, identified b	Saba, for a review of a Certificate of Approp y tax map number R610 039 000 1129 0000 I to be heard by the DRC at their February 2), zoned Agricultural, a	
PROJECT NAME:	of approximately 2,915SF Overlay district. Status: The Conceptual Ap JC'S COVE	to be located at 1 JCs Cove, identified b	y tax map number R610 039 000 1129 0000), zoned Agricultural, a	
PROJECT NAME: Historic District COFA-11-21-016057	of approximately 2,915SF Overlay district. Status: The Conceptual Ap JC'S COVE	to be located at 1 JCs Cove, identified b oplication is being reviewed and is slated 58 CALHOUN ST	y tax map number R610 039 000 1129 0000), zoned Agricultural, a 1, 2024 meeting.	and located within the Highway Corridor
PROJECT NAME: Historic District COFA-11-21-016057 Applicant: Court /	of approximately 2,915SF Overlay district. Status: The Conceptual Ap JC'S COVE 11/04/2021 Atkins Architects Inc N: Awaiting resubmittal: A request by Court Atkins , new 2-story building of app STATUS [11/5/2021]: The and any development plan STATUS [12/8/2021]: The the Development Plan and STATUS [1.20.2023]: A F STATUS 2.1.2023: The Ap	to be located at 1 JCs Cove, identified b oplication is being reviewed and is slated 58 CALHOUN ST Owner: Ma Architects, Inc., on behalf of the owner, I oroximatly 5,800 SF located at 58 Calhou application is currently being reviewed b s associated with the parcel and is sche application was reviewed at the Decemt submission of a final application for full inal Application has been received and to oplication was approved with conditions a	y tax map number R610 039 000 1129 0000 I to be heard by the DRC at their February 2 Certificate of Appropriateness ay River Montessori May River Montessori, for review of a Certific un Street, in the Old Town Bluffton Historic D by Staff for conformance with the Unified Dev duled for review by the HPRC at the Decem- ber 6, 2021 HPRC meeting and comments w), zoned Agricultural, a 1, 2024 meeting. Active Active District and zoned Neig velopment Ordinance (ber 6, 2021 meeting. vere provided to the Ap 1, 2023 HPC meeting submittal of revised d	Katie Peterson Katie Peterson ss- HD to allow the construction of a ghborhood Center-HD. (UDO), Traditional Construction Patterns, pplicant. Staff is awaiting the approval of g.

		Departme Office of Plannin 20 Bridge Street P.O. I	nt Application Update F Town of Bluffton ent of Growth Management ng and Community Development Box 386 Bluffton, South Carolina 299	10	Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
		A	ctive Cases		
Certificate of Ap	propriateness				
COFA-09-23-018463	09/07/2023	213 GOETHE ROAD	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Court A	tkins	Owner: Tid	al Creek Investments		
		ling of approximately 3,588 SF for office us nd zoned Neighborhood Core - HD zoning	se on the first floor and one dwelling unit ab District.	ove, to be located at	213 Goethe Road, in the Old Town
	Bluffton Historic district a Status 10.3.23: The Appl Status: The application w Status 1/4/2024: The Ap	nd zoned Neighborhood Core - HD zoning ication was heard at the 10.2.2023 HPRC /ill be heard at the 1/3/24 HPC meeting. .plication was approved with conditions at) District. meeting. Awaiting submittal of Final Applica the 1/3/24 HPC meeting. Awaiting resubmi	ation. ttal addressing HPC (Conditions.
COFA-04-23-017854	Bluffton Historic district a Status 10.3.23: The Appl Status: The application w Status 1/4/2024: The Ap	nd zoned Neighborhood Core - HD zoning ication was heard at the 10.2.2023 HPRC <i>i</i> ll be heard at the 1/3/24 HPC meeting. plication was approved with conditions at 5824 GUILFORD PLACE	District. meeting. Awaiting submittal of Final Applica the 1/3/24 HPC meeting. Awaiting resubmi Certificate of Appropriateness	ation.	
	Bluffton Historic district a Status 10.3.23: The Appl Status: The application w Status 1/4/2024: The Ap 04/03/2023 Scott Architects I: A request by Pearce Sco 2-story commercial office Development, in the Old STATUS [4.4.23]: Conce	nd zoned Neighborhood Core - HD zoning ication was heard at the 10.2.2023 HPRC vill be heard at the 1/3/24 HPC meeting. plication was approved with conditions at 5824 GUILFORD PLACE Owner: 582 of Architects, on behalf of the owner, 5824 building of approximately 2,888 SF and C Town Bluffton Historic District and zoned t	District. meeting. Awaiting submittal of Final Application the 1/3/24 HPC meeting. Awaiting resubmi Certificate of Appropriateness 24 Guilford Place LLC Guilford Place LLC (Larry Page), for review Carriage House of approximately 1,200 SF to Neighborhood General- HD. s projected to be reviewed at the May 1, 202	ation. ttal addressing HPC (Active v of a Certificate of Ap o be located at 5824 (Conditions. Katie Peterson ppropriateness - HD for a proposed Guilford Place, Lot 14 in the Stock Farm
COFA-04-23-017854 Applicant: Pearce	Bluffton Historic district a Status 10.3.23: The Appl Status: The application w Status 1/4/2024: The Ap 04/03/2023 Scott Architects I: A request by Pearce Sco 2-story commercial office Development, in the Old STATUS [4.4.23]: Conce STATUS 6.9.23: The Fin STATUS 7.6.2023: The Status	nd zoned Neighborhood Core - HD zoning ication was heard at the 10.2.2023 HPRC vill be heard at the 1/3/24 HPC meeting. plication was approved with conditions at 5824 GUILFORD PLACE Owner: 5824 th Architects, on behalf of the owner, 5824 building of approximately 2,888 SF and C Town Bluffton Historic District and zoned N ptual Application has been received and is al Application is slated to be heard at the 7 Application was approved with conditions	District. meeting. Awaiting submittal of Final Application the 1/3/24 HPC meeting. Awaiting resubmi Certificate of Appropriateness 24 Guilford Place LLC Guilford Place LLC (Larry Page), for review Carriage House of approximately 1,200 SF to Neighborhood General- HD. s projected to be reviewed at the May 1, 202	ation. ttal addressing HPC (Active v of a Certificate of Ap o be located at 5824 (23 Historic Preservation ting resubmitted, revise	Conditions. Katie Peterson opropriateness - HD for a proposed Guilford Place, Lot 14 in the Stock Farm on Review Committee Meeting.
COFA-04-23-017854 Applicant: Pearce	Bluffton Historic district a Status 10.3.23: The Appl Status: The application w Status 1/4/2024: The Ap 04/03/2023 Scott Architects I: A request by Pearce Sco 2-story commercial office Development, in the Old STATUS [4.4.23]: Conce STATUS 6.9.23: The Fin STATUS 7.6.2023: The Status 1/3/2024 -Architect	nd zoned Neighborhood Core - HD zoning ication was heard at the 10.2.2023 HPRC vill be heard at the 1/3/24 HPC meeting. plication was approved with conditions at 5824 GUILFORD PLACE Owner: 5824 th Architects, on behalf of the owner, 5824 building of approximately 2,888 SF and C Town Bluffton Historic District and zoned N ptual Application has been received and is al Application is slated to be heard at the 7 Application was approved with conditions	District. meeting. Awaiting submittal of Final Application the 1/3/24 HPC meeting. Awaiting resubmi Certificate of Appropriateness 24 Guilford Place LLC Guilford Place LLC (Larry Page), for review Carriage House of approximately 1,200 SF to Neighborhood General- HD. s projected to be reviewed at the May 1, 202 7.5.2023 meeting of the HPC. at the 7.5.2023 HPC Meeting. Staff is awai	ation. ttal addressing HPC (Active v of a Certificate of Ap o be located at 5824 (23 Historic Preservation ting resubmitted, revise ading will not effect str	Conditions. Katie Peterson opropriateness - HD for a proposed Guilford Place, Lot 14 in the Stock Farm on Review Committee Meeting.

		Departmen Office of Plannir	nt Application Update Town of Bluffton Int of Growth Management ag and Community Development Box 386 Bluffton, South Carolina 299		Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
		A	ctive Cases		
Certificate of Ap	propriateness				
COFA-01-24-018816	01/05/2024	22 BRUIN RD ROAD	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Sean L	ewis	Owner: Ber	tha Wooten		
PLAN DESCRIPTION	1,695 with attached Car zoning District.	ewis, on behalf of the Owner, Bertha Wooter riage House of approximately 697 SF, to be oplication is being reviewed and will be plac	located at 22 Bruin Road, in the Old Town		
PROJECT NAME:	OLD TOWN				
COFA-10-23-018547	10/09/2023	26 TABBY SHELL RD ROAD	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Court A	Atkins Interiors, LLC	Owner: Dav	vid Sewell		
PLAN DESCRIPTION	two-story single-family r Lot 14 in the Tabby Roa Status 10.23.2023: The Status: Application will b	ourt, on behalf of the owners, David and Sus esidential structure of approximately 2,477 ds development, in the Old Town Bluffton H Conceptual application is being reviewed an be heard at the 1/3/24 HPC meeting. pplication was approved with conditions at t	SF and a new two-story Carriage House of listoric District and zoned Neighborhood G nd has been placed on the November 6, 2	f approximately 900 SF General-HD. 023 HPRC Agenda for	to be located at 26 Tabby Shell Road, review.

		Departmen Office of Plannin	nt Application Update R Town of Bluffton nt of Growth Management ng and Community Development Box 386 Bluffton, South Carolina 2991	-	Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
		Α	ctive Cases		
Certificate of App	propriateness				
COFA-03-23-017752	03/09/2023	58 PRITCHARD	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Shifting	Tides, LLC	Owner: Shif	fting Tides, LLC		
PLAN DESCRIPTION.	structure of approximate Neighborhood General- Status: The application is STATUS 5/12/2023: A f	ely 3,291 SF and Carriage House of approximute HD. s being reviewed by HPRC members and w inal application has been submitted and it is e Application was approved with conditions	LC, for review of a Certificate of Appropriate mately 484 SF to be located at 58 Pritchard vill be palced on the April 4, 2023 HPRC Age s slated to be heard by the HPC at the June at the June 7th meeting. Awaiting revised i	Street, in the Old Towenda. 7, 2023 meeting.	vn Bluffton Historic District and zoned
PROJECT NAME:	OLD TOWN				
	OLD TOWN 09/22/2023	1255 MAY RIVER RD ROAD	Certificate of Appropriateness	Active	Katie Peterson
COFA-09-23-018501			Certificate of Appropriateness Distillery Holdings LLC	Active	Katie Peterson
COFA-09-23-018501 Applicant: Pearce	09/22/2023 Scott Architects : A request by Pearce Sco SF 2-story restaurant bu currently addressed as 1 Status: The Application v 10.10.2023: The applica	Owner: BC ott Architects, on behalf of the Owner, Billy v ilding and a 1,200 SF restaurant Carriage H 1255 May River Road, in the Old Town Bluff will be heard at the 10.9.2023 HPRC meeting tion was heard at the 10.9 HPRC meeting v	Distillery Holdings LLC Watterson, for review of a Certificate of App House structure identified as Buildings 1 and fton Historic District and zoned Neighborhoc	ropriateness - HD to a I 2 in the Ma Daisy's F od General - HD. cant. Awaiting final si	allow the construction of a new 3,517 Porch Development Plan, on the parcel ubmittal.

		T Departmen Office of Planning	The Application Update I Fown of Bluffton It of Growth Management g and Community Development ox 386 Bluffton, South Carolina 299	·	Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
		A	ctive Cases		
Certificate of App	ropriateness				
COFA-11-23-018662	11/13/2023	48 LAWRENCE ST STREET	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Charlie V	Vetmore	Owner: Cha	rlie Wetmore		
PROJECT NAME:	Status: The Application is Status: Application was h	n the Old Town Bluffton Historic district and is being reviewed and is slated to be heard a heard at 12/11 HPRC where comments were I Application will be heard at the 2.7.2024 HI	at the December 18, 2023 HPRC Agenda. e provided to the Applicant - Awaiting final	. (Moved from Dec. 11	Agenda at Applicant's request)
COFA-09-23-018484	09/15/2023	10 CARROLL COURT	Certificate of Appropriateness	Active	Katie Peterson
Applicant: King Tide	e Custom Homes	Owner: Nick	i Jacoby		
PLAN DESCRIPTION:	building of approximately zoned Neighborhood Co Status: The Application v	by on behalf of the owner, King Tide Custom y 2,846 SF for office use on the first floor and ore - HD zoning District. will be heard at the 10.9.2023 HPRC meeting pplication was approved with conditions at th	d one dwelling unit above, to be located at g.	t 10 Carroll Court, in the	e Old Town Bluffton Historic district and
PROJECT NAME:	OLD TOWN				

Comprehensive Plan Amendment

Comprehensive Plan Amendment

		Depar Office of Pla	nent Application Updat Town of Bluffton tment of Growth Management nning and Community Development .O. Box 386 Bluffton, South Carolina	-	Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
			Active Cases		
Comprehensive	Plan Amendment				
COMP-01-24-018844	01/11/2024		Comprehensive Plan Amendment	Active	Aubrie Giroux
	 ity Investments Annexation and rezoning Buckwalter PUD as Grand 		University Investments the Grande Oaks Property at the NW corne	er of the intersections of Bu	ickwalter Pkwy and Lake Point Dr into the
PROJECT NAME:					
			Total Compreh	ensive Plan Ame	ndment Cases: 1
Concept Plan An	nendment				
Concept Plan An	nendment				
CPA-01-24-018845	01/11/2024		Concept Plan Amendment	Active	Dan Frazier
Applicant: Univers	ity Investments	Owner:	University Investments		
PLAN DESCRIPTION	: Annexation and rezoning Buckwalter PUD as Grand	•	the Grande Oaks Property at the NW corner	er of the intersections of Bu	ckwalter Pkwy and Lake Point Dr into the
PROJECT NAME:					
			Total Conc	ept Plan Amendn	nent Cases: 1
Development Ag	reement				
Development Ag	reement				

		Departm Office of Plann	ent Application Update Town of Bluffton ent of Growth Management ning and Community Development . Box 386 Bluffton, South Carolina 2	-	Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
		ŀ	Active Cases		
Development A	greement				
DA-01-24-018842	01/11/2024		Development Agreement	Active	Aubrie Giroux
Applicant: Unive	ersity Investments	Owner: U	niversity Investments		
PROJECT NAME:	Buckwalter PUD as Grand	le Oaks Commons			
PROJECT NAME:	Buckwalter PUD as Grand	le Oaks Commons	Total Devel	lopment Agreem	ent Cases: 1
		le Oaks Commons	Total Devel	opment Agreem	ent Cases: 1
Development P	Plan	le Oaks Commons	Total Devel	opment Agreem	ent Cases: 1
<mark>Development P</mark> Development P	Plan Plan	de Oaks Commons		lopment Agreem	ent Cases: 1 Dan Frazier
Development P Development P DP-10-23-018541	Plan Plan	3000 BIG HOUSE PLANTATION ROA			
Development P Development P DP-10-23-018541 Applicant: Thom	Plan Plan 10/05/2023 has & Hutton - USE THIS ACCO DN: A request by Drew Lonker clearing, installation of wat proposed 31 single-family 057 000 0001 0000 and Re adjacent causeway.	3000 BIG HOUSE PLANTATION ROA OUNT Owner: of Thomas & Hutton, on behalf of Palm ter and sewer utilities, 2 sanitary sewer residential lots. The property is zoned F 3614 058 000 0001 0000, located east o	D Development Plan netto Bluff Uplands, LLC, for approval of a pump stations, dry utilities, storm drainag Palmetto Bluff Planned Unit Development f the intersection of Old Anson Road and	Active preliminary development e infrastructure and a perv and consists of +/- 52.8 ad Bighouse Plantation Road	Dan Frazier plan. The project consists of general vious paver roadway to serve the cres identified by tax map numbers R614

		Departme Office of Planni	nt Application Upd Town of Bluffton ent of Growth Management ng and Community Developmen Box 386 Bluffton, South Carolin	nt	Attack Section XI. Iten	n #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
		A	ctive Cases			
Development Pla	an					
DP-01-24-018847	01/12/2024		Development Plan	Active	Dan Frazier	
Applicant: Thomas	s & Hutton - USE THIS ACCO	OUNT Owner: Pul	lte			
PLAN DESCRIPTION	of 46 single family residen	minary Development Plan review of Pult tial lots and associated infrastructure loca is located off of the continuations of Mid	ated within 19.0 acres of the existing	g Midpoint at New Riverside de		
PROJECT NAME:	MIDPOINT AT NEW RIVE	RSIDE				
DP-02-23-017662	02/09/2023	1215 MAY RIVER ROAD	Development Plan	Active	Dan Frazier	
Applicant: Ward E	dwards, Inc USE THIS AC	COUNT Owner: ER	B Enterprises, LLC			
PLAN DESCRIPTION	applicant proposes to cons	ut of Ward Edwards Engineering on beha struct site infrastructure, including an inte	rnal streetscape, drives, parking, wa	alks, utilities, drainage, and stor		
	two lots zoned Residential 0000, R610 039 000 0095 STATUS: Comments on th	General (RG) and consists of 3.43 acres 0000, R610 039 000 0096 0000, R610 0 he preliminary development plan were rev development plan was approved at the S	s identified by tax map numbers R61 039 000 0107 0000 located at 1203 - viewed at the June 14, 2023, meetin	10 039 000 0114 0000, R610 0 – 1217 May River Road and 15 ng of the DRC.	39 000 0093 0000, R610 039 000 009 - 19 Jason Street,	,

E		Departm Office of Planr	ent Application Upda Town of Bluffton eent of Growth Management ning and Community Development . Box 386 Bluffton, South Carolina	- t	Attack s	Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
			Active Cases			
Development Pla	an					
DP-10-22-017324	10/17/2022		Development Plan	Active	Dan Frazier	
Applicant: Reed C	commercial Ventures	Owner: R	eed Commercial Ventures			
PLAN DESCRIPTION	construction of a +/-9,500	t and property owner, Jake Reed of Uni sq. ft. office building and associated ac	cess, parking, and utilities. The proper	ty is zoned Buckwalter PUD		
PLAN DESCRIPTION	construction of a +/-9,500 identified by tax map num STATUS: Staff comments STATUS: The preliminary STATUS: The Applicant is STATUS 8/23/23: The Fin		cess, parking, and utilities. The proper ted within the Parcel 10-D / Raider Driv 22, meeting of the DRC. conditions at the January 25, 2023, Plan 2023.	ty is zoned Buckwalter PUD e Master Plan. nning Commission meeting.	and consists of approxin	nately 1.6 acres,
	construction of a +/-9,500 identified by tax map num STATUS: Staff comments STATUS: The preliminary STATUS: The Applicant is STATUS 8/23/23: The Fin	sq. ft. office building and associated ac ber R610-029-000-0613-0000 and local were reviewed at the November 23, 20 development plan was approved with o s actively pursuing SWP as of August 8, al DP has been submitted and was hea	cess, parking, and utilities. The proper ted within the Parcel 10-D / Raider Driv 22, meeting of the DRC. conditions at the January 25, 2023, Plan 2023.	ty is zoned Buckwalter PUD e Master Plan. nning Commission meeting.	and consists of approxin	nately 1.6 acres,
PROJECT NAME:	construction of a +/-9,500 identified by tax map num STATUS: Staff comments STATUS: The preliminary STATUS: The Applicant is STATUS 8/23/23: The Fin	sq. ft. office building and associated ac ber R610-029-000-0613-0000 and local were reviewed at the November 23, 20 development plan was approved with o s actively pursuing SWP as of August 8, al DP has been submitted and was hea	cess, parking, and utilities. The proper ted within the Parcel 10-D / Raider Driv 22, meeting of the DRC. conditions at the January 25, 2023, Plan 2023.	ty is zoned Buckwalter PUD e Master Plan. nning Commission meeting.	and consists of approxin	nately 1.6 acres,
PROJECT NAME: DP-09-23-018499	construction of a +/-9,500 identified by tax map num STATUS: Staff comments STATUS: The preliminary STATUS: The Applicant is STATUS 8/23/23: The Fin STATUS 1/8/24: The App	sq. ft. office building and associated ac ber R610-029-000-0613-0000 and local were reviewed at the November 23, 20 development plan was approved with o s actively pursuing SWP as of August 8, al DP has been submitted and was hea licant provided a Final DP re-submittal. 26 BRUIN RD ROAD	cess, parking, and utilities. The proper ted within the Parcel 10-D / Raider Driv 22, meeting of the DRC. conditions at the January 25, 2023, Plar 2023. rd at the November 1, 2023 DRC meet	ty is zoned Buckwalter PUD e Master Plan. nning Commission meeting. ing.	and consists of approxin	nately 1.6 acres,
PROJECT NAME: DP-09-23-018499 Applicant: Maria D	construction of a +/-9,500 identified by tax map num STATUS: Staff comments STATUS: The preliminary STATUS: The Applicant is STATUS 8/23/23: The Fin STATUS 1/8/24: The App 09/21/2023 Drawdy I: A request by Maria Drawc on the first floor and a res consists of .21 acres local STATUS: Comments on tt STATUS: The preliminary	sq. ft. office building and associated ac ber R610-029-000-0613-0000 and local were reviewed at the November 23, 20 development plan was approved with o s actively pursuing SWP as of August 8, al DP has been submitted and was hea licant provided a Final DP re-submittal. 26 BRUIN RD ROAD	cess, parking, and utilities. The proper ted within the Parcel 10-D / Raider Driv 22, meeting of the DRC. conditions at the January 25, 2023, Plan 2023. Ind at the November 1, 2023 DRC meet Development Plan Iljoy DC, LLC of a preliminary land development appli- ated parking and infrastructure. The pro- bod General Historic District.	ty is zoned Buckwalter PUD e Master Plan. nning Commission meeting. ting. Active ication. The project consists operty is identified by tax map eting.	and consists of approxin Awaiting final developme Dan Frazier of a two story building wi p number R610 039 00A	nately 1.6 acres, ent plan submittal. ith a donut shop

		Departmen Office of Plannir	nt Application Upda Town of Bluffton nt of Growth Management ng and Community Development Box 386 Bluffton, South Carolin	t	Attack Secti	on XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
		A	ctive Cases			
Development Plar	n					
DP-01-23-017616	01/27/2023	17 BUCKHEAD BAY ROAD	Development Plan	Active	Dan Frazier	
Applicant: Thomas a	& Hutton - USE THIS ACC	COUNT Owner:				
	of the construction of one Palmetto Bluff Planned U Plan. Status: The preliminary d	Moore of Thomas & Hutton, on behalf of the e (1) 40,750 S.F. first floor and 30,000 S.F. Jnit Development and consists of +/- 3.2 ac development plan application was heard at e final development plan application were h	second floor building consisting of s cres identified by tax map number R6 the March 1, 2023 DRC meeting.	torage units and 30 covered 514 046 000 0643 0000 local	parking spaces. The propert	y is zoned
PROJECT NAME:						
DP-05-23-018081	05/23/2023		Development Plan	Active	Dan Frazier	
Applicant: Sturre De	esign & Development, LLC	C Owner:				
PLAN DESCRIPTION:	project proposes to const equipment storage for lar R614-029-000-1985-0000 STATUS: Staff comments	ey of Palmetto Coastal Landscaping, on be truct an enclosed storage area including a ndscaping operations. The property is zon 0 located on Parklands Drive within the Bri is were heard at the June 28, 2023, meeting	gravel storage yard, gravel access d ed Buckwalter PUD and consists of a ightwater Master Plan. g of the DRC. Awaiting re-submittal.	Irive, stormwater BMP, and wapproximately 10.9 acres, ide	ater service to utilize as veh	
		y development plan was resubmitted on 11 y Development Plan was approved at the 2		ting Awaiting final developm	ent plan submittal	

		T Departmer Office of Plannin	nt Application Upda Town of Bluffton nt of Growth Management ng and Community Development Box 386 Bluffton, South Carolina	t	Attach Section	on XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
		A	ctive Cases			
Development Pla	n					
DP-08-22-017074	08/12/2022		Development Plan	Active	Dan Frazier	
Applicant: Thomas	& Hutton	Owner:				
	terminating on Big House Is R614 046 000 0062 0000, F Master Plan. STATUS: Staff comments STATUS: The final develop	hage, grading and paving for +/- 5 miles of sland near the Anson Marina. The proper R614 052 000 0059 0000, R614 045 000 were reviewed at the September 14, 202 oment plan application was submitted on essing FDP Staff Comments.	erty is zoned Palmetto Bluff PUD and c 0 0024 0000, R614 045 000 0026 000 22 meeting of the DRC.	consists of approximately 110 00, and R614 057 000 0001 0	0.0 acres identified by tax ma 0000 located within the Palme	p numbers etto Bluff
PROJECT NAME:						
DP-10-22-017341	10/21/2022	110 PALMETTO BLUFF ROAD	Development Plan	Active	Dan Frazier	
Applicant: Thomas	& Hutton	Owner: Clei	land Site Prep			
PLAN DESCRIPTION:	lots, open space, and assoc map numbers R610 044 00 and R600 045 000 0012 00 STATUS UPDATE: Staff co	pore of Thomas & Hutton on behalf of Prito ociated infrastructure. The property is zon 20 0136 0000, R610 044 000 0141 0000, 200 located within Parcel 9 of the New Riv comments on the preliminary developmen actively pursuing SWP as of August 8, 20	ned New Riverside Planned Unit Deve , R600 045 000 0001 0000, R610 044 iverside Concept Master Plan. nt plan were heard at the November 3	velopment and consists of app 4 000 0002 0000, R614 045 0	broximately 38 acres identified 000 0052 0000, R614 045 000	d by tax 0 0578 0000

PROJECT NAME:

		Departm Office of Plann	Ent Application Upd Town of Bluffton ent of Growth Management ing and Community Developmer Box 386 Bluffton, South Carolin	nt	Attack Section XI.	ltem #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
		ŀ	Active Cases			
Development Pl	an					
DP-03-23-017841	03/29/2023		Development Plan	Active	Dan Frazier	
Applicant: Thoma	s and Hutton	Owner: U	niversity Investments, LLC *			
PLAN DESCRIPTION	partial wetland filling of app of approximately 58.0 acres currently included in a mas Status: Staff comments we	of Thomas & Hutton on behalf of Jake proximately 0.56 acres to allow crossing s identified by tax map numbers R610 iter plan. For reviewed at the May 17, 2023, meet development plan was approved with o	gs for future road alignments. The pro 029 000 0611 0000, R610 029 000 23 ing of the DRC.	operties are zoned Buckwalter 343 0000, R610 029 000 2344	Planned Unit Development and co 0000, and R610 029 000 1721 00	onsists 00 not
PROJECT NAME:						
DP-10-23-018610	10/27/2023		Development Plan	Active	Dan Frazier	
Applicant: Carolin	a Engineering Consultants, In	c. Owner: H	L Development			
PLAN DESCRIPTION	four multifamily buildings, g identified by tax map numb STATUS: Comments on th	n behalf of the property owner, HL Deve garages, amenities, parking, and assoc per R614-029-000-0595-0000 located w e preliminary development plan were r	iated infrastructure. The property is a vithin the Hampton Lake Master Plan. eviewed at the November 29, 2023, n	zoned Buckwalter PUD and co neeting of the DRC.	nsists of approximately 20.06 acre	
	STATUS: The preliminary	development plan was approved at the	e December 20, 2023, Planning Com	mission meeting. Awaiting fina	al development plan submittal.	

		Departm Office of Plan	ent Application Upda Town of Bluffton nent of Growth Management ning and Community Development D. Box 386 Bluffton, South Carolina	:	Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
			Active Cases		
Development Pla	an				
DP-07-21-015654	07/27/2021		Development Plan	Active	Jordan Holloway
Applicant: EMC Er	ngineering Services, Inc.	Owner: ⊢	Hyer Ground Veterinary Service, Inc.		
	•	sewer will be provided by BJWSA. L	y office building for a total of 9000 sf (4 Jtilities appear to be stubbed out to the	•	ready. Access will be provided off
PROJECT NAME:	Buckwalter Place Blvd. The plan. Detention will be prov The Preliminary Plan will be STATUS 05-09-2022: This STATUS 10/05/23: The app	a sewer will be provided by BJWSA. Use parcel has 2 existing curb cuts. One vided off-site on adjacent parcel 7 in a presented to the Planning Commissi item was approved at the 10-27-21 Pl plicant has requested an extension of	Jtilities appear to be stubbed out to the will be utilized and the other will have to in existing detention pond that was plan ion on Oct 27, 2021. lanning Commission meeting. Awaiting	o be relocated to work bette ned previously for this parce Final Plan submittal docume Plan. In accordance with S	d ready. Access will be provided off or with the site plan. See attached site el.
	Buckwalter Place Blvd. The plan. Detention will be prov The Preliminary Plan will be STATUS 05-09-2022: This STATUS 10/05/23: The app	a sewer will be provided by BJWSA. Use parcel has 2 existing curb cuts. One vided off-site on adjacent parcel 7 in a presented to the Planning Commissi item was approved at the 10-27-21 Pl plicant has requested an extension of	Jtilities appear to be stubbed out to the will be utilized and the other will have to in existing detention pond that was plan ion on Oct 27, 2021. lanning Commission meeting. Awaiting the approved Preliminary Development	o be relocated to work bette ned previously for this parce Final Plan submittal docume Plan. In accordance with S	d ready. Access will be provided off er with the site plan. See attached site el.
PROJECT NAME: DP-02-22-016417 Applicant: Ward Ed	Buckwalter Place Blvd. The plan. Detention will be prov The Preliminary Plan will be STATUS 05-09-2022: This STATUS 10/05/23: The app Ordinance, an extension of	A sewer will be provided by BJWSA. Leparcel has 2 existing curb cuts. One vided off-site on adjacent parcel 7 in a e presented to the Planning Commissi- item was approved at the 10-27-21 Pl plicant has requested an extension of one (1) year has been granted. The 1255 MAY RIVER ROAD	Jtilities appear to be stubbed out to the will be utilized and the other will have to in existing detention pond that was plan ion on Oct 27, 2021. lanning Commission meeting. Awaiting the approved Preliminary Development approval expiration date has been exter	o be relocated to work bette ned previously for this parce Final Plan submittal docume Plan. In accordance with S nded to 10/28/2024.	d ready. Access will be provided off or with the site plan. See attached site el. ents. Section 3.10.5 of the Unified Development
DP-02-22-016417 Applicant: Ward Ed	Buckwalter Place Blvd. The plan. Detention will be prov The Preliminary Plan will be STATUS 05-09-2022: This STATUS 10/05/23: The app Ordinance, an extension of 02/18/2022 idwards, Inc USE THIS ACC I: A request by Daisy's Legac restaurant, commercial and 00A 0235 0000 and located STATUS: The Preliminary I STATUS: Staff comments of Status 8-12-2022: SWP app Status 1-9-2023: The Final	A sewer will be provided by BJWSA. Le parcel has 2 existing curb cuts. One vided off-site on adjacent parcel 7 in a presented to the Planning Commissi item was approved at the 10-27-21 Plolicant has requested an extension of one (1) year has been granted. The second s	Jtilities appear to be stubbed out to the ewill be utilized and the other will have to in existing detention pond that was plan ion on Oct 27, 2021. lanning Commission meeting. Awaiting the approved Preliminary Development approval expiration date has been exter Development Plan Billy Watterson iminary development plan application. T e property is zoned Neighborhood Gene nents will be reviewed at the March 23 r the 4/27/22 Planning Commission Meetin eviewed at the September 21 meeting of EC approval. d by the Town.	o be relocated to work better ned previously for this parce Final Plan submittal docume Plan. In accordance with S nded to 10/28/2024. Active The project proposes the rec ral Historic District (NG-HD neeting of the DRC. g. f the DRC.	d ready. Access will be provided off or with the site plan. See attached site el. ents. Section 3.10.5 of the Unified Development

		Departm Office of Plann	Ent Application Upda Town of Bluffton ent of Growth Management ing and Community Development Box 386 Bluffton, South Carolina	:	Attach Sec	ction XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
		ŀ	Active Cases			
Development Pla	an					
DP-12-23-018802	12/27/2023	21 MAIDEN LANE	Development Plan	Active	Dan Frazier	
	Design & Development, LLC	Owner:	property owner Hinton Vacation Prope	erties IIC for approval of a	preliminary development p	lan application
PLAN DESCRIPTION	I: A request by Nathan Sturre o The project proposes the dev space, and associated infrast R610 039 00A 0042 0000 and	of Sturre Engineering on behalf of the relopment of a fourteen (14) lot mixed tructure. The properties are zoned N d R610 039 00A 042A 0000 located	property owner Hinton Vacation Prope I-use subdivision containing twelve (12 eighborhood General – Historic Distric on the south side of May River Road w reviewed at the January 31, 2024, mee	?) single-family residential lot t (NG-HD) and consist of 3.5 rest of Pritchard Street.	s, two (2) mixed-use lots, c	ommon open
	I: A request by Nathan Sturre o The project proposes the dev space, and associated infrast R610 039 00A 0042 0000 and STATUS: Comments on the p	of Sturre Engineering on behalf of the relopment of a fourteen (14) lot mixed tructure. The properties are zoned N d R610 039 00A 042A 0000 located	I-use subdivision containing twelve (12 eighborhood General – Historic Distric on the south side of May River Road w	?) single-family residential lot t (NG-HD) and consist of 3.5 rest of Pritchard Street.	s, two (2) mixed-use lots, c	ommon open
PLAN DESCRIPTION PROJECT NAME: DP-04-22-016574	I: A request by Nathan Sturre of The project proposes the devispace, and associated infrast R610 039 00A 0042 0000 and STATUS: Comments on the p OLD TOWN	of Sturre Engineering on behalf of the relopment of a fourteen (14) lot mixed tructure. The properties are zoned N d R610 039 00A 042A 0000 located preliminary development plan will be 58 CALHOUN ST	I-use subdivision containing twelve (12 eighborhood General – Historic Distric on the south side of May River Road w reviewed at the January 31, 2024, mee	e) single-family residential lot t (NG-HD) and consist of 3.5 rest of Pritchard Street. eting of the DRC.	s, two (2) mixed-use lots, c 8 acres identified by tax m	ommon open
PLAN DESCRIPTION PROJECT NAME: DP-04-22-016574 Applicant: Ward E	A request by Nathan Sturre of The project proposes the devispace, and associated infrast R610 039 00A 0042 0000 and STATUS: Comments on the p OLD TOWN 04/07/2022 Edwards, Inc USE THIS ACCO A request by Conor Blaney of the construction of a new class consists of approximately 0.6 STATUS: Development plan STATUS: At the June 22, 202 STATUS: The Applicant resu STATUS: The preliminary der STATUS: Staff comments on	of Sturre Engineering on behalf of the relopment of a fourteen (14) lot mixed tructure. The properties are zoned N d R610 039 00A 042A 0000 located preliminary development plan will be 58 CALHOUN ST 58 CALHOUN ST UNT Owner: M f Ward Edwards Engineering, on beh ssroom building adjacent to the exist 5 acres identified by tax map numbe comments were reviewed at the 5/1 22, Planning Commission meeting, th bmitted on July 28, 2022. velopment plan was approved with c the final development plan were heat	I-use subdivision containing twelve (12 eighborhood General – Historic Distric on the south side of May River Road w reviewed at the January 31, 2024, mea Development Plan ay River Montessori alf of May River Montessori, Inc., for a ng May River Montessori facility. The p r R610 039 00A 0123 0000 located at	e) single-family residential lot t (NG-HD) and consist of 3.5 rest of Pritchard Street. eting of the DRC. Active pproval of a preliminary develop property is zoned Neighborho 58 Calhoun Street. he application to provide add Planning Commission meetin the DRC. Awaiting resubmit	s, two (2) mixed-use lots, c 8 acres identified by tax m Dan Frazier elopment plan. The project bod Center Historic District itional information". g. tal.	consists of (NCE-HD) and

		Departm Office of Planr	ent Application Upda Town of Bluffton eent of Growth Management ning and Community Development . Box 386 Bluffton, South Carolin	t.	Attack Section XI.	ltem #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
		l	Active Cases			
Development Pla	n					
DP-08-22-017076	08/15/2022		Development Plan	Active	Dan Frazier	
Applicant: Dan Kee	fer	Owner: C	charlie and Brown			
PLAN DESCRIPTION:	consists of the construction at Verdier PUD and consist of Seagrass Station Road.	of a +/-20,000 sq. ft. two-story Clubho	of the property owner, Charlie and Brov buse and 5 buildings divided into +/- 31 ed by tax map number R610-021-000-0	high-end garage condominiu 0808-0000 and located on Hig	im units. The property is zoned Vi	llage
	STATUS: Staff comments STATUS: The application w	were reviewed at the June 21, 2023 m vas approved at the July 26, 2023, Pla		final development plan submi	ttal.	
PROJECT NAME:	STATUS: Staff comments STATUS: The application w	were reviewed at the June 21, 2023 m vas approved at the July 26, 2023, Pla	neeting of the DRC. nning Commission Meeting. Awaiting t	final development plan submi	ttal.	
PROJECT NAME: DP-09-22-017188	STATUS: Staff comments STATUS: The application w	were reviewed at the June 21, 2023 m vas approved at the July 26, 2023, Pla	neeting of the DRC. nning Commission Meeting. Awaiting t	final development plan submi	ttal. Dan Frazier	
DP-09-22-017188	STATUS: Staff comments STATUS: The application w STATUS: The Final Develo	were reviewed at the June 21, 2023 m vas approved at the July 26, 2023, Pla	neeting of the DRC. nning Commission Meeting. Awaiting t er 20, 2023 DRC Meeting. Awaiting re	final development plan submi submittal.		
DP-09-22-017188 Applicant: Witmer J	STATUS: Staff comments of STATUS: The application w STATUS: The Final Develo 09/13/2022 Jones Keefer Ltd. A request by Carey Levow of development plan application parking, and stormwater ma 0000 located at 412 Buck Is STATUS: Staff comments of STATUS: The Applicant re	were reviewed at the June 21, 2023 m ras approved at the July 26, 2023, Pla pment Plan was heard at the Decemb Owner: of Crowne at Buck Island, Limited Par on. The project consists of an apartme anagement. The property is zoned Lig sland Road. on the preliminary development plan w submitted on November 14, 2022.	neeting of the DRC. nning Commission Meeting. Awaiting t er 20, 2023 DRC Meeting. Awaiting re	final development plan submi submittal. Active er, Buck Island Partners, LLC ory multi-family buildings and itely 10.11 acres identified by meeting of the DRC.	Dan Frazier for approval of a preliminary associated open space, amenities tax map number R610 039 000 0	

		Departmer Office of Plannin	nt Application Upc Fown of Bluffton Int of Growth Management g and Community Developme ox 386 Bluffton, South Carol	ent	Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
		Α	ctive Cases		
Development Pl	an				
DP-06-23-018155	06/09/2023	1282 MAY RIVER ROAD	Development Plan	Active	Dan Frazier
Applicant: Sturre	Design & Development, LLC	Owner: CEH	Real Estate Bluffton, LLC		
PLAN DESCRIPTIOI	Development Plan. The pr property is zoned Neighbor southeast corner of May F STATUS: Staff comments	re of Sturre Engineering, on behalf of Dixie roject proposes to construct parking, walky orhood Core – HD (NC-HD and consists of River Road and Dubois Lane. s were reviewed at the July 19, 2023, mee provided a re-submittal addressing DRC co	vays, and infrastructure associate approximately 0.24 acres, identif ting of the DRC. Awaiting re-subr	d with the redevelopment of the l ied by tax map number R610-039 mittal.	Historic Coburn Liquor Store. The
PROJECT NAME:	OLD TOWN				
DP-01-24-018822	01/05/2024	3000 BIG HOUSE PLANTATION ROAD	Development Plan	Active	Dan Frazier
Applicant: Thoma	as & Hutton - USE THIS ACCO	OUNT Owner:			
PLAN DESCRIPTIO	clearing, parking, storm dr course. The property is zo	r of Thomas & Hutton, on behalf of Palmet rainage treatment infrastructure, access ro oned Palmetto Bluff Planned Unit Develop 5 000 0026 0000, located within the Palme	adways, maintenance, and tempo ment and consists of +/- 104 acre	prary hospitality facilities, and gra is identified by tax map numbers	ding to serve the proposed 18-hole golf

PROJECT NAME:

		Departm Office of Plann	ent Application Upda Town of Bluffton ent of Growth Management ing and Community Development Box 386 Bluffton, South Carolin	t	Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
		A	Active Cases		
Development Pla	n				
DP-09-22-017236	09/28/2022	315 GIBBET ROAD	Development Plan	Active	Dan Frazier
Applicant: Amsdell	Companies	Owner: M	IFF Enterprises		
PLAN DESCRIPTION:	plan application. The proje	•	olled storage buildings totaling 113,544	square feet including a retai	approval of a preliminary development I sales/rental office and incidental truck 000-0458-0000 and
	STATUS: Staff comments STATUS: Preliminary deve	and located at the intersection of Gibbe were reviewed at the November 2, 202 elopment plans were resubmitted and s development plan was approved at the	2, meeting of the DRC. taff comments were heard at the Janua	ary 11, 2023 meeting of the E	PRC.
PROJECT NAME:	STATUS: Staff comments STATUS: Preliminary deve	were reviewed at the November 2, 202 elopment plans were resubmitted and s development plan was approved at the	2, meeting of the DRC. taff comments were heard at the Janua	ary 11, 2023 meeting of the E	PRC.
	STATUS: Staff comments STATUS: Preliminary deve STATUS: The preliminary	were reviewed at the November 2, 202 elopment plans were resubmitted and s development plan was approved at the	2, meeting of the DRC. taff comments were heard at the Janua	ary 11, 2023 meeting of the E	PRC.
DP-11-22-017433	STATUS: Staff comments STATUS: Preliminary deve STATUS: The preliminary PALMETTO POINTE COM	were reviewed at the November 2, 202 elopment plans were resubmitted and s development plan was approved at the IMERCIAL	2, meeting of the DRC. taff comments were heard at the Janua e February 22, 2023, Planning Commis	ary 11, 2023 meeting of the E sion meeting. Awaiting final	PRC. development plan submittal.
	STATUS: Staff comments STATUS: Preliminary deve STATUS: The preliminary PALMETTO POINTE COM 11/28/2022 Evil Consultants, Inc.	were reviewed at the November 2, 202 elopment plans were resubmitted and si development plan was approved at the IMERCIAL 8241 PINELLAS DRIVE Owner: son of Moore Civil Consulting, Inc., on n of three office buildings totaling 12,60	2, meeting of the DRC. taff comments were heard at the Janua e February 22, 2023, Planning Commis Development Plan behalf of the property owner Ken Tosk 0 S.F., associated driveways, parking a es identified by tax map numbers R610 ere reviewed at the January 4, 2023 m	ary 11, 2023 meeting of the E ision meeting. Awaiting final Active ey for approval of a prelimina areas, and bioretention areas 0 022 000 1143 0000 located eeting of the DRC.	DRC. development plan submittal. Dan Frazier ary development plan. The project s. The property is zoned Buckwalter within the Buckwalter Commons Phase 1

		Departm Office of Plann	ent Application Upda Town of Bluffton eent of Growth Management ning and Community Development . Box 386 Bluffton, South Carolina	-	Attack Section XI. Item #
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
		ļ	Active Cases		
Development Pla	n				
DP-10-23-018564	10/12/2023		Development Plan	Active	Dan Frazier
Applicant: Ward Ed	wards, Inc USE THIS ACCO				
			property owner Okatie Bluffs Owner LL	.C/Adrien Dannemiller for ap	pproval of a preliminary development
	A request by Willy Powell of plan. The project consists of Buckwalter Planned Unit De Plan. STATUS: Comments on the STATUS: The preliminary de	Ward Edwards, Inc., on behalf of the the construction of six multifamily bui velopment and consists of approxima preliminary development plan applica evelopment plan was resubmitted on	ildings, four garage buildings, a clubhou tely 22.0 acres identified by tax map nu ation were reviewed at the November 1	use, amenities, and associat Imber R610 028 000 0921 0 5, 2023, meeting of the DRC	ted infrastructure. The property is zoned 0000 located within the Parcel B-1 Master
PLAN DESCRIPTION:	A request by Willy Powell of plan. The project consists of Buckwalter Planned Unit De Plan. STATUS: Comments on the STATUS: The preliminary de	Ward Edwards, Inc., on behalf of the the construction of six multifamily bui velopment and consists of approxima preliminary development plan applica evelopment plan was resubmitted on	ildings, four garage buildings, a clubhou tely 22.0 acres identified by tax map nu ation were reviewed at the November 1 11/22/23.	use, amenities, and associat Imber R610 028 000 0921 0 5, 2023, meeting of the DRC	ted infrastructure. The property is zoned 0000 located within the Parcel B-1 Master
PLAN DESCRIPTION:	A request by Willy Powell of plan. The project consists of Buckwalter Planned Unit De Plan. STATUS: Comments on the STATUS: The preliminary de	Ward Edwards, Inc., on behalf of the the construction of six multifamily bui velopment and consists of approxima preliminary development plan applica evelopment plan was resubmitted on	ildings, four garage buildings, a clubhou tely 22.0 acres identified by tax map nu ation were reviewed at the November 1 11/22/23.	use, amenities, and associat Imber R610 028 000 0921 0 5, 2023, meeting of the DRC	ted infrastructure. The property is zoned 0000 located within the Parcel B-1 Master
PLAN DESCRIPTION: PROJECT NAME: DP-03-23-017822	A request by Willy Powell of plan. The project consists of Buckwalter Planned Unit Dev Plan. STATUS: Comments on the STATUS: The preliminary de STATUS: The Preliminary D	Ward Edwards, Inc., on behalf of the the construction of six multifamily bui velopment and consists of approxima preliminary development plan applica evelopment plan was resubmitted on evelopment Plan was approved at the	ildings, four garage buildings, a clubhou ately 22.0 acres identified by tax map nu ation were reviewed at the November 1 11/22/23. e 12/20/23 Planning Commission Meeti	use, amenities, and associat mber R610 028 000 0921 0 5, 2023, meeting of the DRC ng. Awaiting final developm	ted infrastructure. The property is zoned 0000 located within the Parcel B-1 Master C. nent plan submittal.
PLAN DESCRIPTION: PROJECT NAME: DP-03-23-017822 Applicant: Thomas	 A request by Willy Powell of plan. The project consists of Buckwalter Planned Unit Dee Plan. STATUS: Comments on the STATUS: The preliminary de STATUS: The Preliminary D 03/23/2023 & Hutton - USE THIS ACCOU A request by Mike Hughes o 51 single family residential lo acres identified by tax map r STATUS: Comments on the STATUS 5/22/23: The Prelim STATUS: The Final Develop 	Ward Edwards, Inc., on behalf of the the construction of six multifamily bui velopment and consists of approximal preliminary development plan applica evelopment plan was resubmitted on evelopment Plan was approved at the JNT Owner: K of Thomas & Hutton on behalf of Jack ots, open space, and associated infra- numbers R614 028 000 0002 0000 loo preliminary development plan were m ninary Development Plan resubmitted oment Plan application was submitted	Idings, four garage buildings, a clubhou itely 22.0 acres identified by tax map nu ation were reviewed at the November 1: 11/22/23. e 12/20/23 Planning Commission Meeti Development Plan hovnanian Homes McSweeney of K. Hovnanian Homes for structure. The property is zoned Jones cated within the Cypress Ridge Master eviewed at the April 26, 2023, meeting d on May 8, 2023, is APPROVED.	use, amenities, and associat imber R610 028 000 0921 0 5, 2023, meeting of the DRC ng. Awaiting final developm Active Active er approval of a preliminary of Estate Planned Unit Develo Plan. of the DRC.	ted infrastructure. The property is zoned 0000 located within the Parcel B-1 Master C. nent plan submittal.

		Departm Office of Plann	ent Application Upda Town of Bluffton ent of Growth Management ing and Community Developmen . Box 386 Bluffton, South Carolir	- It	Attack Section 2	Kl. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
		ŀ	Active Cases			
Development Pla	n					
DP-06-22-016804	06/01/2022	6201 JENNIFER CT	Development Plan	Active	Dan Frazier	
Applicant: Witmer-	Jones-Keefer, Ltd.	Owner: M	lichael Bradley Holdings, LLC			
PLAN DESCRIPTION	that includes a +/-20,000 s room. The property is zon located on three existing lo STATUS UPDATE: Staff o STATUS UPDATE: The ap	s Keefer, Ltd for approval of a prelimina square foot production brewery, and a + ed Neighborhood Core (NC), identified ots on Jennifer Court at the intersection comments were heard at the July 6 mee oplication was approved with conditions comments on the final development pla	/-30,000 square foot space allocated to by tax map numbers R610 039 000 of of Buck Island Road and May River R eting of the DRC. • at the August 24, 2022, Planning Cor	to restaurant tenants, retail ten 021 0000, R610 039 000 0756 Road. mmission meeting.	nants, business offices, and a ta § 0000, and R610 039 000 0757	sting
PROJECT NAME:	BUCK ISLAND/SIMMONS	VILLE				
DP-08-23-018338	08/01/2023	1 JCS COVE	Development Plan	Active	Dan Frazier	
Applicant: Sturre	esign & Development, LLC	Owner: Ja	ames Saba			
PLAN DESCRIPTION	proposes the construction 1.53 acres identified by tax STATUS: Staff comments	e of Sturre Engineering on behalf of the of a 2,786 SF recreation building to ser k map number R610 039 000 1129 0000 on the preliminary development plan was development plan was approved at the	ve the six (6) single family residences 0 located on the south side of May Riv as reviewed at the September 6, 2023	at JC's Cove. The property i ver Road approximately 1,200 meeting of the DRC.	s zoned Agriculture (AG) and co feet east of Buck Island Road.	
		development plan nae approved at the	September 27, 2023, Planning Com	Thission meeting. Awaiting inte	a development plan submittal.	

		Departme Office of Plannir	Int Application Upda Town of Bluffton ent of Growth Management ng and Community Developmer Box 386 Bluffton, South Carolin	nt	Attack Section XI.	Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
		Α	ctive Cases			
Development Plar	1					
DP-10-22-017335	10/19/2022	3E HAMPTON LAKE DRIVE	Development Plan	Active	Dan Frazier	
Applicant: Witmer Jo	ones Keefer	Owner: Pac	cific Pointe Partners			
	project proposes the co utilities to serve the buil R614-029-000-0485-00 STATUS: Staff commer	g of Witmer Jones Keefer, Ltd. on behalf of to onstruction of two 3-story buildings totaling 10 Idings. The property is zoned Buckwalter PU 000 located within the Brightwater at Hampto nts were reviewed at the November 23, 2022 ary development plan was approved at the F	0,000 sq. ft. each, one single-story b JD and consists of approximately 5.3 on Lake Master Plan and the Hampto 2, meeting of the DRC.	building of 6,730 sq. ft., and the 31 acres, identified by tax map on Lake Master Plan.	e associated access, parking, and numbers R614-029-000-0784-00	l
PROJECT NAME:	HAMPTON LAKE					
Public Project						
DP-12-23-018739	12/05/2023	3829 OKATIE HWY HIGHWAY	Development Plan	Active	Dan Frazier	
Applicant: Constand	e Clarkson	Owner: Cor	nstance Clarkson			
	Trail, construction of a p and New Riverside Plar and R614 035 000 001	e Clarkson on behalf of the Town of Bluffton pier at the southern trail terminus and restroo nned Unit Development and consists of appr 1 0000, and located within the Cypress Ridg or the public project will be reviewed at the Ja	om facilities at the trailhead parking roximately 42.7 acres identified by ta ge Master Plan and Heritage at New	lot. The properties are zoned J ax map numbers R610 028 000 Riverside Master Plan.	ones Estate Planned Unit Develo	pment



		Departr Office of Plan	nent Application Update Town of Bluffton tment of Growth Management nning and Community Development .O. Box 386 Bluffton, South Carolina 29	-	Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
			Active Cases		
Development Pla	an Amendment				
DPA-09-22-017226	09/23/2022		Development Plan Amendment	Active	Jordan Holloway
Applicant: Tabby I	Road HOA	Owner:	Tabby Road HOA		
PLAN DESCRIPTION			t plan amendment application. The project co 000 1235 0000 and is zoned Neighborhood (-	y Shell Road entrance from Burnt Church
	Status 11-29-22: Revision Status 1-9-23: Plans have	ne October 26, 2022 DRC Meeting agen ons are required. Waiting on revisions to re been conditionally approved by the To has issued their encroachment permit. V	o be submitted. Town of Bluffton. The Town requires approva	al from SCDOT and BJWS	ንA for the road closing prior to issuing
PROJECT NAME:	TABBY ROADS PHASE 1	1			
			Total Developr	ment Plan Amen	dment Cases: 1

Master Plan					
NA					
MP-04-22-016566	04/06/2022		Master Plan	Active	Dan Frazier
Applicant: Village F	Park Communities, LLC	Owner:	Village Park Communities, LLC		
PLAN DESCRIPTION:	maximum of 76 dwelling units, park/ Beaufort County Tax Map numbers I New Riverside PUD. STATUS: Initial Master Plan comme STATUS: The Initial Master Plan re	open spaces and related in R610 035 000 0019 0000 a ents were reviewed at the 5 quest received a recommen	nfrastructure. The subject property, con and R610 035 000 0846 0000 and com	nprised of 2 parcels totaling app monly referred to as New Rivers , 2023, Planning Commission m	side Parcel 5A South located within the eeting. The applicant is currently
PROJECT NAME:	ALSTON PARK				

		Departmen Office of Plannir	nt Application Upd Fown of Bluffton Int of Growth Management Ig and Community Developme Box 386 Bluffton, South Caroli	- ent	Attack Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
		A	ctive Cases		
			T	otal Master Plan Ca	ses: 1
Subdivision Pla	an				
General					
SUB-01-24-018818	01/05/2024	1099 MAY RIVER RD ROAD	Subdivision Plan	Active	Jordan Holloway
Applicant: Louis	Brown II	Owner: Lou	is Brown II		
PLAN DESCRIPTIO	N: subdivision of property				
PROJECT NAME:					
SUB-04-23-017885	04/10/2023		Subdivision Plan	Active	Jordan Holloway
Applicant: Ward	Edwards, Inc USE THIS A	CCOUNT Owner: Indi	go Cove LLC		
PLAN DESCRIPTIO	attached townhomes inc	ards Engineering on behalf of Indigo Cove L cluding an amenity center, access drives, pa 000 0002 0000 and consists of 12.7 acres lo	rking, landscaping, open space ar	eas, and associated infrastructu	re. The property is identified by tax
		ne July 19, 2023 DRC Meeting agenda. onditionally approved at the July 19, 2023 D	RC Meeting. However, the status v	will remain active until a surety is	s provided for the development.
PROJECT NAME:					

		Depar Office of Pla	nent Application Upd Town of Bluffton tment of Growth Management nning and Community Developme .O. Box 386 Bluffton, South Caroli	nt	Attach Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
			Active Cases		
Subdivision Plan					
SUB-03-21-015079	03/04/2021	32 HILDERBRAND	Subdivision Plan	Active	Jordan Holloway
Applicant: Alexande	er Graham	Owner:	Alexander Graham		
PROJECT NAME:	OLD TOWN	nt is actively working with a surveyor t			
SUB-12-23-018796	12/20/2023	50 GUERRARD AVE AVENUE	Subdivision Plan	Active	Jordan Holloway
	single lot. The property is Neighborhood General - I	identified by tax map number R610 0	RDB Land Development ent, LLC for approval of a subdivision ap 39 00A 0199 0000 and consists of .74 a	,	
PROJECT NAME:	OLD TOWN				
			Subdivision Plan	Active	lordan Holloway
SUB-01-24-018885	01/24/2024	Owner	Subdivision Plan Bright Holdings LLC	Active	Jordan Holloway
SUB-01-24-018885 Applicant: Girishku	01/24/2024 mar Patel	Owner: on w/ convenience store and liquor sto	Bright Holdings LLC	Active	Jordan Holloway

Total Subdivision Plan Cases: 5

Zoning Action

		Departme Office of Planni	nt Application Up Town of Bluffton nt of Growth Management ng and Community Develop Box 386 Bluffton, South Ca	ment	Attack Section	n XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
		A	ctive Cases			
Zoning Action						
UDO Text Amen	dment					
ZONE-03-18-011836	03/26/2018		Zoning Action	Active	Kevin Icard	
Applicant: Town of	of Bluffton	Owner: Tow	wn of Bluffton			
	Historic District (HD); 3.19 5.3.7 Specific Landscaping or Acquisition; 9.2 Definitio STATUS: 1/29/2019 The A conditions related specifica related to appeals. STATUS: 2/18/2019 The A STATUS: 5/28/2019 A port future date.	ally to Public Projects, Minor and Major P studies and the text amendments are being review we used by the text amendments are being review we used by the text amendments are being review we used by the text amendments are being review we use used by the text amendments are being review we use the text amendments are being review we use the text amendments are being review we use the text amendments are being review the text amendments are text amendments are being review the text amendments are text amendments are being review the text amendment at the t	0.2 Applicability; 3.25 Designation oric District; 7.2.2. Illegal Nonco Indards; and, 9.4 Description of 2019 Planning Commission me UD Master Plans, Developmen h Town Council meeting. Yed by Town Council at their Ma	on of Contributing Structure; 3.26 A nformities; 7.9 Nonconforming Site Uses of Land and Buildings eting where it was recommended for t Plans, requiring public notice for v rch 12, meeting. Additional items w	Appeals; 4.4 Conditional Use S es Resulting from Right-Of-Wa or approval to Town Council w various projects and to include vill be presented to Town Coun	Standards; y Dedication vith I language
PROJECT NAME:						
Zoning Map Am	endment					
ZONE-01-24-018840	01/11/2024		Zoning Action	Active	Dan Frazier	
Applicant: University	sity Investments	Owner: Un	versity Investments			
PLAN DESCRIPTION	N: Annexation and rezoning of Buckwalter PUD as Grand	of parcels 12D, 14A, 14 & 16. Part of the e Oaks Commons	Grande Oaks Property at the N	W corner of the intersections of Bu	ckwalter Pkwy and Lake Point	t Dr into the

		Departm Office of Plan	ent Application Up Town of Bluffton nent of Growth Management ning and Community Developm D. Box 386 Bluffton, South Card	nent	Attach	Section XI. Item #1.
Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
			Active Cases			
			T	otal Zoning Action C	ases: 2	
				Total Active Cases	: 56	
				Total Plan Cases:	56	



To: Town Council From: Stephen Steese, Town Manager Date: February 5, 2024 Town of Bluffton 20 Bridge St. PO Box 386 Bluffton, SC 29910 843.706.4500

Town Operations / Community Meetings

- Registration for Councilman Toomer's seat opened December 1st and closed December 11th. We
 received three candidates, but one withdrew shortly after the filling period closed. Early voting is ongoing, and Election Day is February 13th. The results will be finalized on the 15th and the winner will be
 sworn in at the March 13, 2024, Council Meeting.
- The Bluffton Police Department held the first Night of Unity January 10th at Buckwalter Regional Park. It was well attended by the public and all Councilmembers. Thank you for your support and for the PD to organizing the event.
- The Town Budget process is underway, and departments have submitted requests. These will be reviewed soon, and we will work on scheduling the 2x2 budget meetings with Council.
- I have continued to work on a potential partnership for the Willow Run property and had follow-up meetings on moving this forward.
- We received all our final due diligence items related to the purchase of 140 Buck Island and are working with a tentative closing date of February 16th.

Town Council/Town Attorney Related Meetings

- Weekly Mayor / Mayor Pro Tempore / Manager meetings.
- The January Council Meeting and Swearing in was delayed due to weather and held on January 16th. Mayor Toomer, Councilwoman Frazier, and Councilman Wood were all sworn in. Councilman Wood was elected Mayor Pro-Temp. Thank you for adjusting for the weather and handling the long agenda due to combining the workshop and Regular Council Meeting.
- Councilman Hamilton and Councilman Wood along with staff attended the SOLOCO Meeting at the Rotary Center. Mayor Williams was elected Chair and Mayor Perry was elected Vice-Chair. We discussed agenda topics for the next couple of meetings.
- Mayor, Council, and managers will attend the MASC Hometown Legislative Action Day the first week in February.
- Continued our monthly meetings with BJWSA and Beaufort County related to the Stoney Creek Project. The project is progressing in design, and we worked through some questions from the Rural Infrastructure Authority.

Updates and Miscellaneous Information

- The Town was closed in observance of Martin Luther King Jr. Holiday and there were events over the weekend presiding put on by the MLK Observance Committee.
- We submitted our MASC Achievement Award application.
- BJWSA sent a letter out related to testing limit that were exceeded in 2023 and have sent a subsequent note on actions taken and improved results in the most recent sampling.

Section XI. Item #2.