



Wall of Honor Ceremony

Honoring Queenie Jenkins

Tuesday, April 08, 2025, at 4:30 PM

Regular Town Council Meeting

Tuesday, April 08, 2025 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 [BCTV](#), on Sparklight Channel 9 and 113 or on Spectrum Channel 1304.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. INVOCATION

IV. ADOPTION OF THE MINUTES

- [1.](#) Regular Meeting Minutes of 03/11/2025

V. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

1. Beaufort County School District Character Student of the Month - Mayor Larry Toomer
2. National Child Abuse Prevention and Awareness Month Proclamation - Mayor Larry Toomer
3. Teacher Appreciation Week Proclamation - Mayor Larry Toomer
4. Arbor Day Proclamation - Mayor Larry Toomer
- [5.](#) Fair Housing Month Proclamation – Mayor Larry Toomer
6. Don Ryan Center of Innovation - Quarterly Update - David Nelems CEO
7. Summary Presentation of Town of Bluffton Employee Survey Results - Anni Evans, Director of Human Resources

VI. PUBLIC COMMENT

VII. COMMUNICATIONS FROM MAYOR AND COUNCIL

VIII. WORKSHOP AGENDA ITEMS

- [1.](#) Consideration and Direction on Proposed Amendments to the Town of Bluffton Code of Ordinances, Chapter 23, Unified Development Ordinance, Article 5 Design Standards – Accessory Buildings - Kevin Icard, Director of Growth Management

IX. PUBLIC HEARING & FINAL READING**X. FORMAL AGENDA ITEMS**

- [1.](#) Approval to Authorize a Construction Contract with Jordan Construction of Hilton Head, Inc. for Phases 4, 5 and 6 of the Historic District Sewer Extension Project (Fiscal Impact \$863,784.90) - Patrick Rooney, Capital Improvement Program 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
- [3.](#) Consideration of a Resolution to Affirm the Continued Dedication of the Town of Bluffton to Fair Housing Principles and Regulations Established by the State of South Carolina and the United States Federal Government – Kevin Icard, Director of Growth Management
- [4.](#) Consideration of an Ordinance and Ratification of an Easement Over Certain Real Property owned by the Town of Bluffton, Identified as Beaufort County Tax Map No. R610 039 000 0498 0000, in favor of Dominion Energy South Carolina, Inc. to Provide Service to 1095 May River Road – Second and Final Reading - Heather Colin, Assistant Town Manager
- [5.](#) Consideration of Planning Commission Recommendations for Fiscal Year 2026 Capital Improvement Program Projects Prioritization - Pat Rooney, Capital Improvement Program Manager
- [6.](#) Approval of Public Art Committee Recommendation to Award a Public Art Commission for the Splash Pad Equipment Enclosure to Murray Sease with a Fiscal Impact of \$7,500 - Chris Forster, Assistant Town Manager

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])
2. Legal Advice Relating to Potential Legislation. (Pursuant to SC Freedom of Information Act 30-4-70 [a][2])

XIII. ACTION FROM EXECUTIVE SESSION**XIV. ADJOURNMENT**

NEXT MEETING DATE: Tuesday, May 13, 2025

“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:*

<https://www.townofbluffton.sc.gov/FormCenter/Town-15/Public-Comment-60>

Public comment is limited to 3 minutes per speaker.

Regular Town Council Meeting

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

March 11, 2025

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Toomer.

III. INVOCATION

The Invocation was given by Councilmember Hamilton.

IV. ADOPTION OF THE MINUTES

1. Regular Meeting Minutes of 02/11/2025

A motion made by Mayor Pro-Tempore Wood; Seconded by Councilmember Burden to approve the Regular Meeting Minutes of 02/11/2025 as submitted.

2. Special Joint Town Council and Law Enforcement Citizens Advisory Committee Meeting Minutes 02/13/2025

A motion made by Councilmember Hamilton; Seconded by Councilmember Burden to approve the Special Joint Town Council and Law Enforcement Citizens Advisory Committee Meeting Minutes 02/13/2025 as submitted.

V. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

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

On behalf of Town Council, Mayor Larry Toomer honored the student of the month, Ella Gourlay. Ms. Gourlay is a 4th grade student from Red Cedar Elementary School. She is recognized for the character trait of Perseverance.

Beaufort County School District staff attended the meeting to recognize Ella Gourlay: Dr. Corley, Rebecca Hannahs, and Ms. Frieden Ella's teacher.

2. General Federation of Women's Clubs Women's League of the Lowcountry 10th Anniversary - Mayor Larry Toomer

Mayor Larry Toomer, on behalf of Town Council, presented a proclamation to the General Federation of Women's Clubs Women's League of the Lowcountry to member Phyllis Sipple honoring the GFCW 10th Anniversary.

3. Developmental Disabilities Awareness Month - Mayor Larry Toomer

Mayor Larry Toomer presented Charlotte Lewis, a representative of SOAR Special Recreation, a proclamation honoring Developmental Disabilities Awareness Month.

Mayor Larry Toomer presented Lynn Russo, a representative from Beaufort County Board of Disabilities and Special Needs, a proclamation honoring Developmental Disabilities Awareness Month.

4. Beaufort County Military Enhancement Committee (MEC) - Emmett McCracken

Former Mayor Emmett McCracken, a member of the Beaufort County Military Enhancement Committee, presented to Town Council the objectives and activities of the Committee. The committee's mission is to enhance and support the value of military installments in Beaufort County.

5. Utility Updates - Dominion Energy and Palmetto Electric Cooperative

- Dominion Energy - Transmission Line Upgrade - Blakely Williams, Economic Development and Local Affairs Manager
- Palmetto Electric Cooperative - Tree Trimming - Ashley Feaster, Community Affairs and Economic Development

Dominion Energy - Transmission Line Upgrade - Blakely Williams, Economic Development and Local Affairs Manager

Blakely Williams spoke to Town Council regarding the process of Dominion Energy replacing existing wooden poles to self-supporting galvanized steel poles, to enhance its infrastructure. These will be built on existing right of ways. Dominion Energy will be in Bluffton in mid-March and be completed by the end of July.

Palmetto Electric Cooperative - Tree Trimming - Ashley Feaster, Community Affairs and Economic Development

Ashley Feaster spoke to Town Council about Palmetto Electric's tree trimming schedule which happens every four (4) years. Utility companies periodically have to trim trees for public/employee safety and to eliminate factors which could affect the utility's reliability.

VI. PUBLIC COMMENT

Tyler Rice - 121 Pinecrest Drive - Mr. Rice, a student with USCB and an intern with HHI-Bluffton Chamber of Commerce, spoke of a program creating jobs entitled Lowcountry Jobs Now. Their mission is to expand the workforce in the area with six named focus groups as prime candidates for potential employment.

Barrett Collins - 12 Red Cedar Street - Ms. Collins spoke to the council expressing her passion to address solving a community problem by creating a program/committee to address sober living houses and an AA club house South of the Broad River. A meeting date has been requested for further discussion.

Krista Flanders - 21 Rivertree Circle - Ms. Flanders shared her journey of sober living and recovery options. She also expressed concerns and recognized the need for options in addressing addiction recovery within our community.

Sharon Brown - 163 Buck Island Road - Ms. Brown made clarifying statements to address statements made at the previous town council meeting regarding police response to an accident

scene. She also expressed concerns/comments regarding police procedure and collecting data from additional municipalities for additional clarification.

Carolyn Brown - 1111 May River Road - Ms. Brown addressed the council regarding her continued concerns of mobile homes being placed on land after dark, without permits, and an excessive amount of homes being placed on the acreage in the area of Buck Island Road. She expressed frustration with rules applying to some and not all.

Bruce Trimber - 5788 Yaupan Rd - Mr. Trimber introduced himself as the newly appointed Interim Executive Director of the Historic Bluffton Foundation at the Heyward House.

Lynn Greeley - 21 Lavington Rd, HHI - Ms. Greeley has requested Town Council consider conducting a forensic audit of the fiscal year audit. She made recommendations as to whom be hired to facilitate the task. She expressed comments regarding corruption from council and staff. Greeley went on to discuss topics related to the Town of Hilton Head.

Skip Hoagland - 61 Sparwheel Ln, HHI - Mr. Hoagland expressed his displeasure with the Hilton Head Chamber of Commerce, operations, items related to accommodations taxes and other areas stated as violating federal law.

VII. COMMUNICATIONS FROM MAYOR AND COUNCIL

Council Member Frazier - Ms. Frazier took a moment to dispel public misinformation when it happens as public officials. Contrary to the public comments made, she commended the wonderful job the finance team has done. She stated Bluffton is 1 of 5 municipalities in the state of South Carolina with a AAA Moody's Bond Rating and in 2022 accredited as 1 of 7 in the US and Canada to be recognized with GFAO's Certificate of Achievement of Excellence in Financial Reporting. She advised that the Finance Department does act as good stewards of taxpayer funds and everything we do is public knowledge. Frazier stated along with herself, none of her colleagues, members of council or staff are involved in anything negligible that has been alleged.

Frazier also recognized Women's History Month. She asked that we each take a moment to celebrate and highlight the amazing women in our lives. She thanked all women on staff and with her on the dais for the work that is done.

Mayor Pro-Tempore Wood - Mr. Wood added to statements made by Ms. Frazier. He stated the Town of Bluffton was one of the first to move information online to be audited and looked at any time by anyone. Kudos to staff for a job well done.

Mr. Wood went on to state the ribbon cutting at the New Riverside Park Playground was unbelievable. He expressed his excitement for the people and stated he has never seen anything quite like it.

Councilmember Burden - Ms. Burden stated it has been a year since she has served with those on the dais. She wanted to thank all of council and staff for everything in the last year.

VIII. WORKSHOP AGENDA ITEMS

IX. PUBLIC HEARING

1. Consideration of an Ordinance to Amend the Town of Bluffton Code of Ordinances, Chapter 23 - Unified Development Ordinance, Article 5 - Design Standards, Sec. 5.4 (Wetlands) and

Sec. 5.10 (Stormwater); and Article 9 - Definitions and Interpretation, Sec. 9.2 (Defined Terms)
- Public Hearing & First Reading - Kevin Icard, Director of Growth Management

A motion made by councilmember Burden; Seconded by Councilmember Hamilton to approve via pending doctrine the first reading of this ordinance amendment. Council also asked for staff to coordinate with those who spoke at public hearing to clarify the ordinance's wording. This ordinance is a response to the U.S. Supreme Court's Sackett case which weakened federal wetlands protection which shifted more regulatory control to state and local governments.

Town Council unanimously approved via pending doctrine the first reading of this ordinance amendment.

X. FORMAL AGENDA ITEMS

1. Consideration of the Acceptance of the Beaufort County School District's One Hundred Percent (100%) Annexation Petition to Annex Certain Real Property Contiguous to the Town of Bluffton's Corporate Boundaries Consisting of a Total of 24.1 Acres, More or Less, Located at 1105 Bluffton Parkway and Bearing Beaufort County Tax Map Nos. R600 029 000 011A 0000 and R600 029 000 0034 0000. - Kevin Icard, Director of Growth Management

A motion made by Mayor Pro-Tempore Wood; Seconded by Councilmember Frazier to approve the Beaufort County School District's One Hundred Percent (100%) Annexation petitions to annex certain real properties contiguous to the Town of Bluffton's corporate boundaries consisting of a total of 24.1 Acres, more or less, and bearing Beaufort County Tax Map Nos. R600 029 000 011A 0000 and R600 029 000 0034 0000.

Town Council unanimously approved the Beaufort County School District's One Hundred Percent (100%) Annexation Petition request.

A motion made by Mayor Pro-Tempore Wood; Seconded by Councilmember Burden to forgo referral of Beaufort County School District's One Hundred Percent (100%) Annexation Petition to the Town of Bluffton Negotiating Committee.

Town Council, in a 3-2 vote, decided to forgo the referral of the petition to the negotiating committee.

Voting Yea: Mayor Pro-Tempore Wood, Councilmember Frazier and Councilmember Burden

Voting Nay: Mayor Toomer and Councilmember Hamilton

2. Consideration of a Resolution to Approve Amendments to the Town of Bluffton's Southern Lowcountry Stormwater Design Manual - Kevin Icard, Director of Growth Management and Kimberly Washok- Jones, Director of Projects and Watershed Resilience

A motion made by Councilmember Hamilton; Seconded by Mayor Pro-Tempore Wood to approve the Resolution to amend the Town of Bluffton's Southern Lowcountry Stormwater Design Manual, as presented.

Town Council unanimously approved the resolution amendment.

3. Approval to Authorize a Construction Contract with Hilton Head Landscapes LLC for Site Development Construction of Buckwalter Place Park (Fiscal Impact: \$648,848.30) - Kimberly Washok-Jones, Director of Projects and Watershed Resilience

A motion made by Councilmember Frazier; Seconded by Mayor Pro-Tempore Wood to approve authorizing the Town Manager to enter into a contract with Hilton Head Landscapes LLC for Site Development Construction of Buckwalter Place Park in the amount of \$648,848.30, which includes a 10% contingency.

Town Council unanimously approved the authorization of the construction contract.

4. Consideration of Accommodations Tax Advisory Committee Funding Recommendations for Quarter Ending December 30, 2024 - Chris Forster, Assistant Town Manager

A. The Rotary Club of Bluffton Requesting \$24,000

B. Amending ATAX Application Guidelines to Include Cultural and Civic Facilities Expenses Language

A motion made by Councilmember Hamilton; Seconded by Councilmember Frazier to grant The Rotary Club of Bluffton \$24,000 in support of the 2025 MayFest Weekend in Bluffton project as presented in the Staff Report breakdown for advertising and promotion of tourism and other tourism-related expenses.

The motion passed with four members voting. Mayor Pro-Tempore Wood recused himself from this item.

A motion made by Mayor Pro-Tempore Wood; Seconded by Councilmember Hamilton to amend the accommodations tax application guidelines for the following:

Adding personnel expenses, to include salaries and wages, as ineligible tourism-related expenditures to the Notes and Guidelines section of the Town of Bluffton's Accommodations Tax Application.

Capping operational expenditures related to cultural and civic facilities to no more than 25% annually or at the documented annual percentage of tourist attendance, whichever is less, with the maximum annual amount not to exceed \$50,000.

Town Council unanimously approved the amendment.

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

A motion made by Councilmember Frazier; Seconded by Councilmember Hamilton to approve consent items 1-4 as submitted and remove Consent Item 5 from for further discussion.

This motion was unanimously approved.

A motion made by Councilmember Hamilton; Seconded by Councilmember Burden to approve consent item 5. Consideration of an ordinance and ratification of an easement over certain real property owned by the Town of Bluffton, identified as Beaufort County Tax Map

No. R610 039 000 0498 0000, in favor of Dominion Energy South Carolina, Inc. to provide service to 1095 May River Road.

Town Council unanimously approved the ratification of the easement servicing 1095 May River Road.

2. Town Manager Monthly Report
3. Consideration of a Resolution Authorizing the Town Manager to Finalize an Encroachment Agreement Necessary to Complete the Approved New River Linear Trail Project - Kimberly Washok-Jones, Director of Projects and Watershed Resilience
4. Consideration of a Proposed Lighting Agreement with Dominion Energy for the Sarah Riley Hooks Project (Fiscal Impact: \$35,080.85 over a 10-year term) - Kimberly Washok-Jones, Director of Projects and Watershed Resilience
5. Consideration of an Ordinance and Ratification of an Easement Over Certain Real Property owned by the Town of Bluffton, Identified as Beaufort County Tax Map No. R610 039 000 0498 0000, in favor of Dominion Energy South Carolina, Inc. to Provide Service to 1095 May River Road – Heather Colin, Assistant Town Manager

XII. EXECUTIVE SESSION

1. Discussion of Proposed Contractual Matters Regarding an Intergovernmental Agreement (IGA) between the Town of Bluffton, and Beaufort-Jasper Water and Sewer Authority. (Pursuant to SC Freedom of Information Act 30-4-70[a][2])

A motion made by Councilmember Frazier; Seconded by Councilmember Hamilton to enter Executive Session.

XIII. ACTION FROM EXECUTIVE SESSION

A motion made by Councilmember Burden; Seconded by Councilmember Hamilton to approve a resolution in support of allocating a portion of the Town of Bluffton's water and wastewater capacity credits for the Alljoy Sewer Expansion Project to promote public health and environmental safety in the community.

Town Council unanimously agreed to approve the resolution.

XIV. ADJOURNMENT

At motion made by councilmember Hamilton; Seconded by Councilmember Frazier to adjourn the meeting at 8:30 PM.

Marcia Hunter, Town Clerk

Town of Bluffton, South Carolina

Larry C. Toomer, Mayor

Town of Bluffton, South Carolina

RESOLUTION

**A RESOLUTION DECLARING APRIL AS FAIR HOUSING MONTH IN THE TOWN OF
BLUFFTON BY AFFIRMING THE CONTINUED DEDICATION TO FAIR HOUSING
PRINCIPLES AND REGULATIONS ESTABLISHED BY THE STATE OF SOUTH
CAROLINA AND THE UNITED STATES FEDERAL GOVERNMENT**

WHEREAS, April 11, 2025 marks the 57th anniversary of the signing of Title VIII of the 1968 Civil Rights Act, as amended, which guarantees fair housing opportunities for all Americans; and

WHEREAS, the principle of fair housing is not only state and national law and policy, but a fundamental human concept and entitlement for all citizens; and

WHEREAS, the Town of Bluffton desires that all its citizens be afforded the opportunity to attain a decent, safe, and sound living environment; and

WHEREAS, the Town of Bluffton rejects discrimination on the basis of race, religion, color, sex, national origin, disability, and/or family status in the sale, rental, or provision of other housing services; and

WHEREAS, as a community we welcome all good neighbors, recognizing the contributions and richness tendered by a wide variety of young and old, male and female, people of all colors, ethnic backgrounds, and religious traditions; and

WHEREAS, interested parties from both the private and public sectors will participate in a town, state and national effort to promote fair housing.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA:

1. The month of April 2025 to be “Fair Housing Month;” and
2. All residents of our community are urged to personally adopt the spirit of equal housing opportunity and adhere to the letter and character of the Fair Housing Laws.

THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ADOPTION.
SIGNED, SEALED AND DELIVERED THIS 8th DAY OF April, 2025.

Larry C. Toomer, Mayor
Town of Bluffton, South Carolina

ATTEST:

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

TOWN COUNCIL

STAFF REPORT
Growth Management



MEETING DATE:	April 8, 2025
PROJECT:	Consideration and Direction on Potential Amendments to the Town of Bluffton Code of Ordinances, Chapter 23, Unified Development Ordinance, Article 5 – Design Standards - Accessory Buildings
PROJECT MANAGER:	Kevin Icard, AICP Director of Growth Management

REQUEST: The Department of Growth Management seeks input and direction from Town Council regarding the use of unenclosed carports within Old Town.

HISTORY: A property owner within Old Town Bluffton Historic District was cited by the Town of Bluffton for erecting a stand-alone metal canopy/carport without an approved Certificate of Appropriateness-Historic District (COFA-HD) as required by the Unified Development Ordinance (UDO), and without an approved building permit (see below photo). The owner seeks to correct the UDO violation through a separate zoning text amendment as further explained in the Background section of this memo.



PREVIOUS WORKSHOPS: Workshops have been held by both the Planning Commission and the Historic Preservation Commission (HPC) to discuss potential amendments. No clear direction was provided from either commission. Opinions varied, as well.

BACKGROUND: The property receiving the violation includes an existing two-story single-family residence and an existing detached two-story Carriage House in the rear of the property. Over the years, as shown on Google Street View, the area adjacent to the south side of Carriage House and the property line has been used for unenclosed and uncovered storage of vehicles and watercraft. It is

within this area where a metal canopy/carport was installed without Town approval. Per the UDO, this structure requires an approved COFA-HD from the HPC and an approved building permit.

A Notice of Violation by the Town of Bluffton was the impetus for a text amendment application by the property owner. While specific text language was not proposed, the owner would like for Town Council to “...include regulations and guidelines...” to allow carports. The owner provided additional information in a written narrative to support an amendment (Attachment 2).

Photos of some existing metal canopies/carports located in Old Town are provided in Attachment 3. The first photo is the subject property and was provided by Town Staff. Without research on each canopy/carport, it is not possible to know their legal status, including those that are legally non-conforming (i.e., grandfathered). Grandfathered metal carports are those that existed before the UDO was adopted on August 10, 2011.

CARPORTS IN OLD TOWN PRIOR TO ADOPTION OF THE UDO: Throughout Old Town, carports exist that were erected prior to the adoption of the UDO. These carports typically cover passenger vehicles and small boats and size-wise, are small, low in height and unenclosed. They have been part of Old Town’s built environment for decades and are less expensive than stick-built fully enclosed structures to erect, especially prefabricated metal carports. The photos below are examples of long-time carports in Old Town provided by the property owner.

When the UDO was adopted in 2011, architectural requirements in Old Town no longer allowed prefabricated structures as shown in the left photo, but the example in the right photo would be allowed. As a building form-based code was adopted for Old Town, the intent was to elevate architectural requirements for Old Town. All buildings are classified as a “building type” and must comply with the related architectural requirements.



HOW THE UDO REGULATES “CARPORTS”: In Old Town Historic District, carports are regulated as a Carriage House building type. Within Old Town, a form-based code approach is used to regulate buildings by specified types that vary by zoning district (UDO Sec. 5.15.8). When located in an accessory structure that is 121 to 1,200 square feet, uses such as garages, carports, workshops, and accessory dwelling units (or some combination thereof) are classified as a Carriage House building type. Unenclosed carports with metal roofs would also be classified as a Carriage House and must comply with the design standards in UDO Sec. 5.15. Additionally, only one Carriage House is permitted on a lot that is not within the Riverfront Edge-Historic District zone (where two Carriage Houses are

allowed). The RV-HD zoning district includes most of the large, long, narrow properties on the May River.

Because the property subject to the requested amendment is in the NG-HD district and has an existing Carriage House, a second Carriage House (i.e., the metal carport) is not permitted even if it complies with the applicable design standards of UDO Sec. 5.15.

QUESTIONS FOR TOWN COUNCIL: For over 13 years, there have been established standards for Carriage Houses and compliance by property owners who have completed the application process. Amending the UDO to allow the property owner to maintain the unapproved carport (Carriage House) has policy implications that should be considered. Therefore, Town Staff seeks direction from Council to guide the preparation of possible UDO amendments. Among the questions to be considered:

- Should the existing Carriage House requirements be retained and no action taken by Town Staff?
- Should carports be classified as a separate building type (i.e., no longer subject to the Carriage House requirements)?
- If carports are a separate building type, is it still acceptable to have a Carriage House on the same lot? Presently, a lot may include the main building, a Carriage House, and three other accessory structures (classified as “Garden Sheds” that are less than 121 square feet) on the same lot.
- If carports are desired, are prefabricated structures permissible or must they be stick-built with some minimum design requirements (minimum roof pitch, specified roof materials and posts as shown in the below photo)? Should there be maximum footprint and height requirements?
- Should carports be allowed only in certain zoning districts? Should there be a minimum lot size?
- If prefabricated carports are to be allowed, should they be permitted for any property owner, or only for those who had an existing prefabricated structure that may have been damaged or destroyed or when an upgraded carport is desired?



Source: architecturaldesigns.com

NEXT STEPS: If Town Council desires to allow carports within Old Town, Town Staff will draft UDO based on the guidance received. The amendments will be presented to the HPC and Planning Commission at workshops before returning to Town Council for a first reading and public hearing/second reading. It is anticipated that the first reading would occur in July.

ATTACHMENTS:

1. Narrative from Property Owner Requesting Amendment
2. Photos

Keith Fisher

41 Thomas Heyward Street
Bluffton, SC 29910
Keithfisher.843@gmail.com
843-683-1975
September 20, 2024

Bluffton Town Counsel

Bluffton Town Hall
Bluffton, SC 29910

Dear Members of the Bluffton Town Counsel,

Re: Request for Inclusion of Carports in the Unified Development Ordinance (UDO)

I am writing to formally request that Bluffton Town Counsel consider amending the current Unified Development Ordinance (UDO) to include regulations and guidelines for the construction of the carports within the town limits. As it stands, carports are explicitly addressed in the UDO, creating uncertainty for residents who may wish to construct such structures on their property.

Carports provide an affordable and practical solution for protecting vehicles from weather-related damage while preserving the open aesthetic of a property. I believe that allowing carports with clearly defined guidelines would benefit homeowners, enhance property value and maintain the community's visual appeal.

Key Reason for the Requested Change:

1. **Protection for Property:** Carports provide essential coverage for vehicles, reducing the impact of sun, rain and other elements. This can extend the lifespan of vehicles and reduce maintenance costs for residents.
2. **Affordability:** Compared to enclosed garages, carports are a cost-effective option for homeowners seeking vehicle protection without the expense or space required for a traditional garage.
3. **Aesthetic and Community Impact:** Thoughtful guidelines regarding size, material, and placement can ensure that carports are built in harmony with existing community standards, preserving Bluffton's visual character.

I respectfully ask that the Town Counsel review this proposal and consider drafting provisions within the UDO that would allow the construction of carports under appropriate regulations. I am happy to provide further input, participate in discussions, or attend hearings to support the consideration of this request

Thank you for your time and attention to this matter. I look forward to the opportunity to collaborate in improving the UDO for the benefits of our community. Please feel free to contact me at your earliest convenience if additional information is needed.

Sincerely,

Keith Fisher

41 Thomas Heyward Street
Bluffton, SC 29910
Keithfisher.843@gmail.com
843-683-1975

Subject Property

























TOWN COUNCIL



STAFF REPORT
Projects and Watershed Resilience Department

MEETING DATE:	April 8, 2025
PROJECT:	Approval to Authorize a Construction Contract with Jordan Construction of Hilton Head, Inc. for Phases 4, 5, and 6 of Historic District Sewer Extension Project (Fiscal Impact: \$863,784.90)
PROJECT MANAGER:	Pat Rooney, Capital Improvements Program Manager

REQUEST: Town Staff requests Town Council authorize the Town Manager to execute a contract (Attachment 2) with Jordan Construction of Hilton Head, Inc. for \$785,259.00 to complete construction of Phases 4, 5, and 6 of Historic District Sewer Extension Projects. Additionally, Staff requests a 10% contingency allowance of \$78,525.90 to cover any unforeseen changes that may arise during construction.

The total fiscal impact is \$863,784.90 and is within the approved budgets established for Fiscal Year (FY) 2025 and illustrated on the attached Project Data Sheets (Attachment 3).

BACKGROUND: Historic District Sewer Phases - 4, 5 and 6 include sewer extensions and connections within the Lawrence, Green and Water Street Rights of Way (ROW). The project is part of the 2024-2025 Strategic Plan and FY 2025 Consolidated Budget. Town staff completed the design and construction documents for the HD Sewer Projects in FY 25 and received bids on 3/11/2025.

The bidding process was performed in accordance with the Town’s Purchasing Ordinance including required public notice, a formal Invitation For Bid (IFB) posted on the Town’s Vendor Registry, a sealed bid opening and bid evaluations process.

The Town received two bids for the project (Attachment 4). Jordan Construction of Hilton Head, Inc. was the lowest responsive and responsible bidder. The bid comparison for the scope of work listed above is as follows:

- Jordan Construction of Hilton Head, Inc.: \$785,259.00
- Malphrus Utilities LLC: \$849,071.16

NEXT STEPS: Upon approval and execution of this contract, Staff will initiate a pre-construction meeting and commence construction in the second quarter of 2025.

SUMMARY: This project originated from the FY 19-20 Strategic Plan and is supportive of the following Guiding Principles:

Infrastructure Guiding Principle #3: Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.

May River & Surrounding Rivers and Watersheds Guiding Principle #1: Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie / Colleton and New Rivers and their watersheds.

Guiding Principle #2: Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.

Town Staff is requesting Town Council authorize the Town Manager to execute the proposed contract with Jordan Construction of Hilton Head, Inc.

ATTACHMENTS:

1. Presentation
2. Draft Contract
3. Project Data Sheets
4. Bid Results
5. Proposed Motion

Approval to Authorize a Construction Contract with Jordan Construction of Hilton Head, Inc. for Phases 4, 5, and 6 of the Historic District Sewer Extension Project (Fiscal Impact: \$863,784.90)

Presentation to Town Council

Patrick Rooney, Capital Improvement Program Manager

Department of Projects & Watershed Resilience

April 8, 2025

Project Location

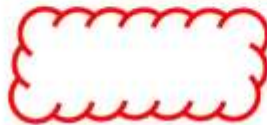
HD Sewer Map



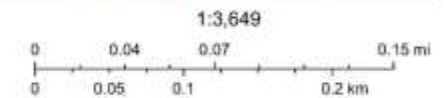
Section X. Item #1.



DESCRIPTION LEGEND



Approximate
Limits of
Proposed Work
(See Above)



Background



- The project is the final phase of the Historic District Sewer Extension/Connection Projects.
- The HD Sewer Projects originated from the 2019-2020 Strategic Plan in support of the May River Watershed Action Plan.
- This contract is for construction of Phases 4, 5 and 6 and are known more specifically as;
 - Phase 4 – Lawrence Street
 - Phase 5 – Green Street
 - Phase 6 – Water Street (East and West)

Project Scope:

- Installation of sewer main and associated services.
- Septic tank demolition and household connections to sewer lines.
- Installation of water services, if necessary.
- Miscellaneous grading, paving, electrical, associated with the project scope.
- The work will take place on Green Street, Water Street, Lawrence Street and have impacts on Boundary and Calhoun Street. Detours and traffic disruptions are anticipated.

Next Steps



- Following Council approval, Staff will submit the Contract for signatures and initiate the preconstruction meeting.
- A preconstruction meeting will be held with BJWSA and the Town of Bluffton.
- A Notice to Proceed (NTP) will be issued following the pre-construction meetings.
- Work is anticipated to commence in May 2025 and be complete by early 2026, subject to change due to inclement weather.

Request



- Staff requests Town Council authorize the Town Manager to execute a contract with Jordan Construction of Hilton Head, Inc. for \$785,259.00 to complete construction of HD Sewer Phases 4, 5, & 6.
- Additionally, Staff requests a 10% contingency allowance of \$78,525.90 to cover any unforeseen changes that may arise during construction.
- The total fiscal impact is \$863,784.90 and is within the budgets for the respective projects for Fiscal Year 2025.



QUESTIONS & **DISCUSSION**

Proposed Motion



- *“I move to **approve (deny, approve as amended)** authorizing the Town Manager to enter into a contract with Jordan Construction of Hilton Head, Inc. for Phases 4, 5, and 6 of Historic District Sewer Extension Project (Fiscal Impact: \$863,784.90), which includes a 10% contingency.”*

**AGREEMENT
BETWEEN OWNER AND CONTRACTOR
FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)**

THIS AGREEMENT is by and between _____ Town of Bluffton (“Owner”) and
_____ Jordan Construction of Hilton Head, Inc. (“Contractor”).

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

- 1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: **provide water and mainline sewer installation, including manholes and dewatering apparatuses subject to the terms and conditions of the U.S. EPA Clean Water Act, §319 grant, including Disadvantaged Business Enterprise good faith efforts and the Build America, Buy America sourcing provisions.**

ARTICLE 2 – THE PROJECT

- 2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:
- Mobilization, demo of existing asphalt, clearing and erosion control, and traffic control
 - Site work – 6” graded aggregate, flowable fill and 2” asphalt
 - 8’ water line and associated service connections
 - Sanitary sewer lines, connections, and septic tank abandonment
 - Final as-built survey, bonds, insurance

ARTICLE 3 – ENGINEER

- 3.01 The Project has been designed by Cranston Engineering (Engineer), which is to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 Days to Achieve Substantial Completion and Final Payment

- A. The Work will be substantially completed within 240 days after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within 270 days after the date when the Contract Times commence to run.

4.03 Liquidated Damages

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$500 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner \$500 for each day that expires after the time specified in Paragraph 4.02 above for completion and readiness for final payment until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A, 5.01.B, and 5.01.C below:

- A. For all Work other than Unit Price Work, a lump sum of: \$ see attached

All specific cash allowances are included in the above price in accordance with Paragraph 11.02 of the General Conditions.

- B. For all Unit Price Work, an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work times the actual quantity of that item:

UNIT PRICE WORK					
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price

SEE ATTACHED PRICING SCHEDULE

Total of all Bid Prices (Unit Price Work)

\$785,259.00

The Bid prices for Unit Price Work set forth as of the Effective Date of the Agreement are based on estimated quantities. As provided in Paragraph 11.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer as provided in Paragraph 9.07 of the General Conditions.

C. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the n/a day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.

- a. 90 percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
- b. 10 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

ARTICLE 7 – INTEREST

- 7.01 All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the rate of 0 percent per annum.

ARTICLE 8 – CONTRACTOR’S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:
 - A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
 - B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary Conditions as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Paragraph SC-4.06 of the Supplementary Conditions as containing reliable "technical data."
 - E. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor’s safety precautions and programs.
 - F. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
 - 1. This Agreement
 - 2. Performance bond
 - 3. Payment bond.
 - 4. General Conditions
 - 5. Supplementary Conditions
 - 6. Special Conditions **including Build America, Buy America terms**
 - 7. Specifications as listed in the table of contents of the Project Manual.
 - 8. Drawings
 - 9. Addenda (numbers 1 to 2, inclusive).
 - 10. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid
 - b. Documentation submitted by Contractor prior to Notice of Award
 - 11. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Notice to Proceed
 - b. Work Change Directives.
 - c. Change Orders.

- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 - 1. “corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;

2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 Compliance

A. Offerors, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. Offerors will not participate directly or indirectly in the discrimination prohibited by Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21. This includes FHWA or FTA specific program requirement.

B. During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities, including but not limited to:

- i. Title VI of the 1964 Civil Rights Act (42 U.S.C. 2§000 et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21;
- ii. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. §4601) Prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects;
- iii. The Federal-aid Highway Act of 1973, (23 U.S.C. §324 et seq.), (prohibits discrimination on the basis of sex);
- iv. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- v. The Age Discrimination Act of 1975, as amended (42 U.S.C. §6101 et seq.), (prohibits discrimination on the basis of age);
- vi. Airport and Airway Improvement Act of 1982, (42 U.S.C. §47123), as amended, (prohibits discrimination on race, creed, color, national origin, or sex);
- vii. The Civil Rights Restoration Act of 1987, (P.L. 100-209), (Broadened, the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age

Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);

viii. Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§12131-12189) as implemented by Department of Transportation regulations at 49 CFR Parts 37 and 38;

ix. The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. §47123) (prohibits discrimination on the basis of race, color, national origin, and sex);

x. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;

xi. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance, recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs (70 Fed. Reg. at 74087 to 74100);

xii. Title IX of the Education Amendment of 1972, as amended, which prohibits discrimination on the basis of sex in education programs or activities (20 U.S.C. 1681 et seq.).

C. Offerors shall at all times comply with all applicable wage and hour acts, including but not limited to the Fair Labor Standards Act (FLSA) (29 U.S.C. 201 et seq); the Davis-Bacon Act (40 U.S.C. 3141 et seq.); McNamara-O’Hara Service Contract act (41 U.S.C. 351 et seq);

D. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701 et seq); Walsh-Healy Public Contracts Act (41 U.S.C. 35 et seq); Copeland Anti-Kickback Act (40 U.S.C 3145).

E. Offerors shall at all times comply with the Occupational Safety and Health Act (OSH Act)(29 U.S.C. chapter 15) and the South Carolina OSHA-approved state plan, which covers most private sector workers and all state and local government workers.

F. Offerors shall make best efforts to ensure that minority and disadvantaged businesses are offered a fair opportunity to fully participate in the overall procurement of subcontracted goods and services.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on _____ (which is the Effective Date of the Agreement).

OWNER:

Town of Bluffton

By: _____

Title: Town Manager

CONTRACTOR

Jordan Construction of Hilton Head, Inc.

By: _____

Title: President

Attest: _____

Title: _____

Address for giving notices:

20 Bridge Street

P.O. Box 386

Bluffton, SC 29910

Attest: _____

Title: _____

Address for giving notices:

P.O. Box 21747

Hilton Head Island, SC 29925

License No.: CGL10710

BID FORM

PROJECT: DRT HD SEWER EXTENSION PHASES 4, 5, AND 6

LOCATION: BLUFFTON, SC

OWNER: TOWN OF BLUFFTON

PROJECT #: 2020-0497, 2020-0498, 2020-0499



CRANSTON

DATE:

3/11/2025

PHASE 4 - LAWRENCE STREET

DEMO & EROSION CONTROL					
Item	Description	Quantity	Units	Unit Price	Total
1	Mobilization	1	LS	\$40,000.00	\$40,000.00
2	Construction Staking	1	LS	\$200.00	\$200.00
3	Temporary Traffic Control	1	LS	\$200.00	\$200.00
4	Demo Existing Asphalt	19	SY	\$20.00	\$380.00
5	Grassing/mulching	25	SY	\$20.00	\$500.00
6	Sediment Tube	2	EA	\$80.00	\$160.00
7	Clearing and Grubbing	0.1	AC	\$2,000.00	\$200.00
8	Tree Protection	49	LF	\$10.00	\$490.00
DEMOLITION SUBTOTAL					\$42,130.00

SITE WORK					
Item	Description	Quantity	Units	Unit Price	Total
1	Restore Gravel Road	204	SY	\$25.00	\$5,100.00
3	6" Graded Aggregate Base Course	19	SY	\$25.00	\$475.00
2	Flowable Fill	16	CY	\$200.00	\$3,200.00
4	2" Asphalt Surface Course Type C	19	SY	\$40.00	\$760.00
SITE WORK SUBTOTAL					\$9,535.00

SANITARY SEWER SERVICE CONNECTIONS					
Item	Description	Quantity	Units	Unit Price	Total
1	2" HDPE SDR 7	118	LF	\$30.00	\$3,540.00
2	2" Gate Valve	1	EA	\$150.00	\$150.00
3	2" Check Valve	1	EA	\$200.00	\$200.00
4	6" SDR 26 Sanitary Lateral	89	LF	\$50.00	\$4,450.00
5	8" SDR 26 PVC	357	LF	\$60.00	\$21,420.00
6	4" cleanout	10	EA	\$200.00	\$2,000.00
7	48" Sanitary Manhole	1	EA	\$5,000.00	\$5,000.00
8	Core Drill Existing Manhole	1	EA	\$4,000.00	\$4,000.00
9	Connection to House	6	EA	\$2,000.00	\$12,000.00
10	4" Service to house	223	LF	\$80.00	\$17,840.00
11	Abandon Septic	6	EA	\$5,000.00	\$30,000.00
12	Grinder Pump	1	EA	\$25,000.00	\$25,000.00
13	Testing	1	LS	\$5,000.00	\$5,000.00
SANITARY SEWER SERVICE CONNECTIONS					\$130,600.00

ADDITIONAL EXPENSES					
Item	Description	Quantity	Units	Unit Price	Total
1	Final As-Built Survey	1	LS	\$2,000.00	\$2,000.00
2	Bonds and insurance	1	LS	\$2,400.00	\$2,400.00
ADDITIONAL EXPENSES, SUBTOTAL					\$4,400.00

PHASE 4 - LAWRENCE STREET TOTAL					\$186,665.00
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PHASE 5 - GREEN STREET

DEMO & EROSION CONTROL					
Item	Description	Quantity	Units	Unit Price	Total
1	Mobilization	1	LS	\$40,000.00	\$40,000.00
2	Construction Staking	1	LS	\$300.00	\$300.00
3	Temporary Traffic Control	1	LS	\$400.00	\$400.00
4	Silt Fence	62	LF	\$20.00	\$1,240.00
5	Demo Existing Asphalt	15	SY	\$20.00	\$300.00
6	Grassing/mulching	62	SY	\$20.00	\$1,240.00
7	Sediment Tube	1	EA	\$80.00	\$80.00
8	Clearing and Grubbing	0.01	AC	\$1,000.00	\$10.00
9	Tree Protection	71	LF	\$10.00	\$710.00
DEMOLITION SUBTOTAL					\$44,280.00

SITE WORK					
Item	Description	Quantity	Units	Unit Price	Total
2	Restore Gravel Road	138	SY	\$25.00	\$3,450.00
3	6" Graded Aggregate Base Course	15	SY	\$25.00	\$375.00
2	Flowable Fill	13	CY	\$200.00	\$2,600.00
4	2" Asphalt Surface Course Type C	15	SY	\$40.00	\$600.00
SITE WORK SUBTOTAL					\$7,025.00

WATER SERVICE CONNECTIONS					
Item	Description	Quantity	Units	Unit Price	Total
1	6"x1" Tapping Saddle	3	EA	\$2,000.00	\$6,000.00
2	1" Corp Stop	3	EA	\$200.00	\$600.00
3	1" HDPE SDR 11 Service Line	74	LF	\$80.00	\$5,920.00
4	BJWSA Water Meter	3	EA	\$1,500.00	\$4,500.00
WATER SERVICE CONNECTIONS					\$17,020.00

SANITARY SEWER SERVICE CONNECTIONS					
Item	Description	Quantity	Units	Unit Price	Total
1	8" SDR 26 jack and Bore w/ 18" Steel Casing	50	LF	\$2,000.00	\$100,000.00
2	6" SDR 26 Sanitary Service	65	LF	\$80.00	\$5,200.00
3	8" SDR 26 PVC	312	LF	\$60.00	\$18,720.00
4	6"x6" Service Wye	1	EA	\$200.00	\$200.00
5	4" Cleanout	8	EA	\$100.00	\$800.00
6	48" Sanitary Manhole	1	EA	\$5,000.00	\$5,000.00
7	Core Drill Existing Manhole	1	EA	\$15,000.00	\$15,000.00
8	Connection at House	5	EA	\$8,000.00	\$40,000.00
9	4" service to house	279	LF	\$70.00	\$19,530.00
9	Abandon Septic	5	EA	\$5,000.00	\$25,000.00
10	Testing	1	LS	\$5,000.00	\$5,000.00
SANITARY SEWER SERVICE CONNECTIONS					\$234,450.00

ADDITIONAL EXPENSES					
Item	Description	Quantity	Units	Unit Price	Total
1	Final As-Built Survey	1	LS	\$2,000.00	\$2,000.00
2	Bonds and insurance	1	LS	\$4,000.00	\$4,000.00
ADDITIONAL EXPENSES, SUBTOTAL					\$6,000.00

PHASE 5 - GREEN STREET TOTAL					\$308,775.00
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PHASE 6 - WATER STREET

DEMO & EROSION CONTROL					
Item	Description	Quantity	Units	Unit Price	Total
1	Mobilization	1	LS	\$30,000.00	\$30,000.00
2	Construction Staking	1	LS	\$500.00	\$500.00
3	Temporary Traffic Control	1	LS	\$200.00	\$200.00
4	Demo Existing Asphalt	466	SY	\$40.00	\$18,640.00
5	Grassing/mulching	213	SY	\$20.00	\$4,260.00
6	Sediment Tube	3	EA	\$80.00	\$240.00
7	Clearing and Grubbing	0.04	AC	\$2,000.00	\$80.00
DEMOLITION SUBTOTAL					\$53,920.00

SITE WORK					
Item	Description	Quantity	Units	Unit Price	Total
1	6" Graded Aggregate Base Course	466	SY	\$25.00	\$11,650.00
2	Select Fill (See alternate bid item)	389	CY	\$1.00	\$389.00
3	2" Asphalt Surface Course Type C	466	SY	\$40.00	\$18,640.00
SITE WORK SUBTOTAL					\$30,679.00

WATER SERVICE CONNECTIONS					
Item	Description	Quantity	Units	Unit Price	Total
1	8" CL 350 DIP	18	LF	\$500.00	\$9,000.00
WATER SERVICE CONNECTIONS					\$9,000.00

SANITARY SEWER SERVICE CONNECTIONS					
Item	Description	Quantity	Units	Unit Price	Total
1	6" SDR 26 Sanitary Service	101	LF	\$60.00	\$6,060.00
2	8" SDR 26 PVC	388	LF	\$80.00	\$31,040.00
2	6"x6" Service Wye	1	EA	\$200.00	\$200.00
3	4" cleanout	18	EA	\$100.00	\$1,800.00
4	48" Sanitary Manhole	2	EA	\$5,000.00	\$10,000.00
5	Core Drill Existing Manole	2	EA	\$15,000.00	\$30,000.00
6	Connection at House	4	EA	\$8,000.00	\$32,000.00
7	4" service to house	768	LF	\$70.00	\$53,760.00
8	#57 Stone	8	SY	\$70.00	\$560.00
9	Abandon Septic	4	EA	\$5,000.00	\$20,000.00
10	Testing	1	LS	\$5,000.00	\$5,000.00
SANITARY SEWER SERVICE CONNECTIONS					\$190,420.00

ADDITIONAL EXPENSES					
Item	Description	Quantity	Units	Unit Price	Total
1	Final As-Built Survey	1	LS	\$2,000.00	\$2,000.00
2	Bonds and insurance	1	LS	\$3,800.00	\$3,800.00
ADDITIONAL EXPENSES, SUBTOTAL					\$5,800.00

ALTERNATE BID ITEM					
Item	Description	Quantity	Units	Unit Price	Total
1	Flowable Fill	389	CY	\$200.00	\$77,800.00
ALTERNATE BID ITEM					\$77,800.00

PHASE 6 - WATER STREET TOTAL					\$289,819.00
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Project Total Form
PROJECT: DRT HD SEWER EXTENSION PHASES 4, 5, AND 6
LOCATION: BLUFFTON, SC
OWNER: TOWN OF BLUFFTON
PROJECT #: 2020-0497, 2020-0498, 2020-0499



DATE: 3/11/2025


Project Total Sheet

PHASE 4 - LAWRENCE STREET TOTAL	\$186,665.00
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PHASE 5 - GREEN STREET TOTAL	\$308,775.00
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PHASE 6 - WATER STREET TOTAL - SELECT FILL NO FLOWABLE FILL	\$289,819.00
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GRAND TOTAL ALL PHASES WITHOUT ALTERNATE	\$785,259.00
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Capital Improvements Program Project Data Sheet									
Project Name	Historic District Sewer Extension Phase 4					Project #	S0005		
Program Type	Stormwater & Sewer	Project Manager	Charles Savino			Start to End	FY2021 - FY2025		
Project Scope					Project Photo or Map				
<p>Historic District Sewer Extension - Phase 4 along Lawrence Street between the intersection of Boundary Street and Heyward Cove, consists of planning, ghost road and easement acquisition, appraisals, legal fees, engineering design and construction of 450 linear feet of 8" gravity sewer and common force mains. The project will provide service to five parcels. This project has been partially funded by the United States Environmental Protection Agency and made possible by the South Carolina Department of Health and Environmental Control.</p>									
Project Budget									
	Prior Years' Expended	FY2024 Revised Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	4,560	4,900	4,840	-	-	-	-	-	9,400
Construction	-	554,063	-	575,760	-	-	-	-	575,760
Other	-	-	-	-	-	-	-	-	-
Total	\$ 4,560	\$ 558,963	\$ 4,840	\$ 575,760	\$ -	\$ -	\$ -	\$ -	\$ 585,160
Project Funding Sources									
	Prior Years' Expended	FY2024 Revised Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	Total Project Forecast
SWU GO Bond	\$ 4,560	\$ 38,823	\$ 4,840	\$ 38,828	\$ -	\$ -	\$ -	\$ -	\$ 48,228
Hospitality Tax	-	520,140	-	536,932	-	-	-	-	536,932
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ 4,560	\$ 558,963	\$ 4,840	\$ 575,760	\$ -	\$ -	\$ -	\$ -	\$ 585,160
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #3 Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> May River & Surrounding Rivers and Watersheds <i>Guiding Principle #1 Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie / Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2 Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i></p>					<p>Planning and design in coordination with BJWSA was completed in FY24 and construction will begin in FY25.</p>				
Project Origination					Project Performance Measures				
FY19-20 Strategic Plan.					Remove residences from septic and extend public sanitary sewer.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2025 Forecast	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<p>Method for Estimating Costs: Construction cost estimates are based on current unit price information for nearby sewer projects and quantities based on the completed construction documents. Town O&M costs are expected to be zero; BJWSA takes over operations & maintenance upon system acceptance.</p>									

Capital Improvements Program Project Data Sheet									
Project Name	Historic District Sewer Extension Phase 5					Project #	S0006		
Program Type	Stormwater & Sewer	Project Manager	Charles Savino			Start to End	FY2021 - FY2025		
Project Scope					Project Photo or Map				
<p>Historic District Sewer Extension - Phase 5 along Green Street between the intersection of Boundary Street and Heyward Cove, consists of planning, ghost road and easement acquisition, appraisals, legal fees, engineering design and construction of 400 linear feet of 8" gravity sewer main, grinder pumps and force mains, and the abandonment of septic tanks where present. The project will provide service to five parcels. This project has been partially funded by the United States Environmental Protection Agency and made possible by the South Carolina Department of Health and Environmental Control.</p>									
Project Budget									
	Prior Years' Expended	FY2024 Revised Budget	FY2024 Estimate	FY2025 Adopted Budget	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	3,838	4,400	4,352	-	-	-	-	-	8,190
Construction	-	499,114	-	523,920	-	-	-	-	523,920
Other	-	-	-	-	-	-	-	-	-
Total	\$ 3,838	\$ 503,514	\$ 4,352	\$ 523,920	\$ -	\$ -	\$ -	\$ -	\$ 532,110
Project Funding Sources									
	Prior Years' Expended	FY2024 Revised Budget	FY2024 Estimate	FY2025 Adopted Budget	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	Total Project Forecast
SWU GO Bond	\$ 3,838	\$ 503,514	\$ 4,352	\$ 35,034	\$ -	\$ -	\$ -	\$ -	\$ 43,224
Hospitality Tax	-	-	-	488,886	-	-	-	-	488,886
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ 3,838	\$ 503,514	\$ 4,352	\$ 523,920	\$ -	\$ -	\$ -	\$ -	\$ 532,110
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Infrastructure</i> <i>Guiding Principle #3 Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> <i>May River & Surrounding Rivers and Watersheds</i> <i>Guiding Principle #1 Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2 Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i></p>					<p>Planning and design in coordination with BJWSA was completed in FY24 and construction to begin in FY25.</p>				
Project Origination					Project Performance Measures				
<p>1) FY19-20 Strategic Plan, and 2) May River Watershed Action Plan.</p>					<p>Remove residences from septic and extend public sanitary sewer.</p>				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2025 Forecast	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<p>Method for Estimating Costs: Construction cost estimates are based on current unit price information for nearby sewer projects and quantities based on the completed construction documents. Town O&M costs are expected to be zero; BJWSA takes over operations & maintenance upon system acceptance.</p>									

Capital Improvements Program Project Data Sheet									
Project Name		Historic District Sewer Extension Phase 6				Project #		S0007	
Program Type		Stormwater & Sewer		Project Manager		Charles Savino		Start to End	
								FY2021 - FY2025	
Project Scope					Project Photo or Map				
<p>Historic District Sewer Extension - Phase 6 along Water Street (East & West) between Huger Cove and Heyward Cove, consists of planning, ghost road and easement acquisition, appraisals, legal fees, engineering design and construction of 500 linear feet of 8" gravity sewer main, grinder pumps and force mains, and the abandonment of septic tanks where present. The project will provide service to six parcels. This project has been partially funded by the United States Environmental Protection Agency and made possible by the South Carolina Department of Health and Environmental Control.</p>									
Project Budget									
	Prior Years' Expended	FY2024 Revised Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	9,406	8,200	8,144	-	-	-	-	-	17,550
Construction	-	613,437	-	646,200	-	-	-	-	646,200
Other	-	-	-	-	-	-	-	-	-
Total	\$ 9,406	\$ 621,637	\$ 8,144	\$ 646,200	\$ -	\$ -	\$ -	\$ -	\$ 663,750
Project Funding Sources									
	Prior Years' Expended	FY2024 Revised Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	Total Project Forecast
SWU Go Bond	\$ 9,406	\$ 42,037	\$ 8,144	\$ 384,000	\$ -	\$ -	\$ -	\$ -	\$ 401,550
Hospitality Tax	-	195,600	-	262,200	-	-	-	-	262,200
SWU Fees	-	384,000	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ 9,406	\$ 621,637	\$ 8,144	\$ 646,200	\$ -	\$ -	\$ -	\$ -	\$ 663,750
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #3 Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> <i>May River & Surrounding Rivers and Watersheds</i> <i>Guiding Principle #1 Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2 Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i></p>					<p>Planning and design in coordination with BJWSA was completed in FY24 and construction to begin in FY25.</p>				
Project Origination					Project Performance Measures				
1) FY19-20 Strategic Plan, and 2) May River Watershed Action Plan.					Remove residences from septic and extend public sanitary sewer.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2025 Forecast	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<p>Method for Estimating Costs: Construction cost estimates are based on current unit price information for nearby sewer projects and quantities based on the completed construction documents. Town O&M costs are expected to be zero; BJWSA takes over operations & maintenance upon system acceptance.</p>									

TOWN OF BLUFFTON
BID RESULTS
IFB 2025-45
HD Sewer Phases 4, 5, and 6

	Jordan Construction of Hilton Head Inc.	Malphrus Utilities LLC
Phase 4	\$ 186,665.00	\$ 233,674.64
Phase 5	\$ 308,775.00	\$ 228,102.49
Phase 6	\$ 289,819.00	\$ 387,294.03
Total	\$ 785,259.00	\$ 849,071.16

Proposed Motion

*“I move to **Approve (Deny, Approve as Amended)** authorizing the Town Manager to enter into a Contract with Jordan Construction of Hilton Head, Inc for water and sewer installation associated with HD Sewer Phase 4, 5, and 6 in the amount of \$863,784.90, which includes a 10% contingency.”*



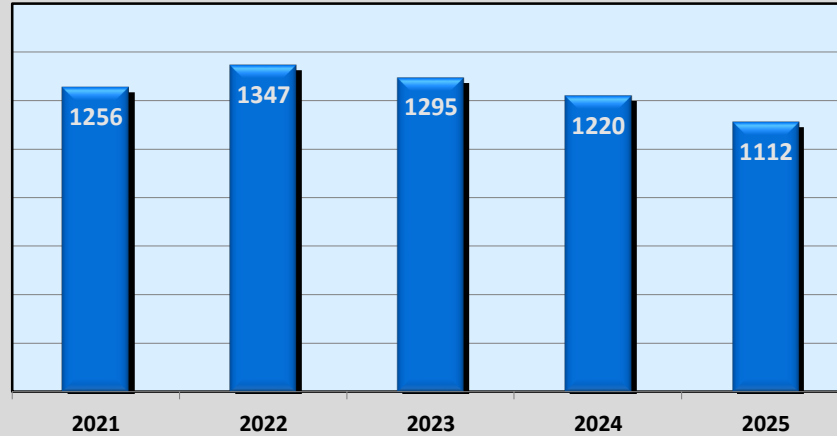
STATISTICAL INFORMATION

BLUFFTON POLICE DEPARTMENT

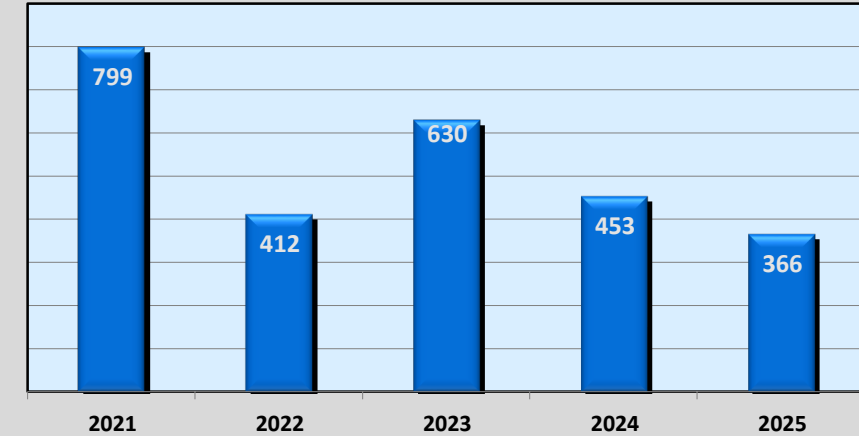
March 31, 2025

Presented by Chief Joseph Babkiewicz

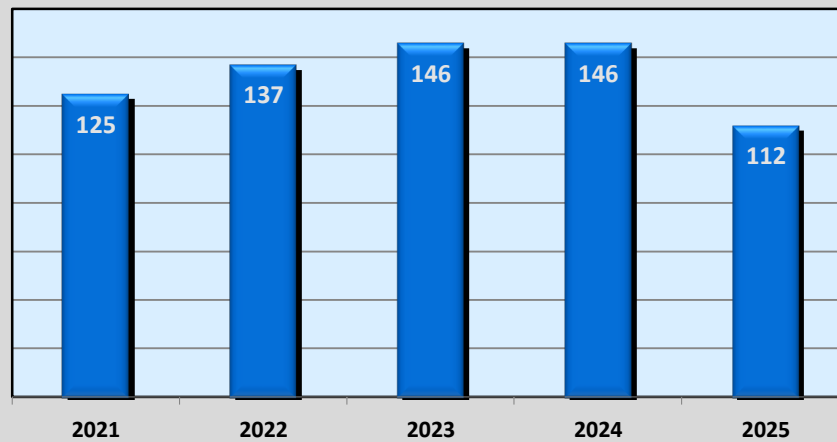
March Calls for Service Comparison



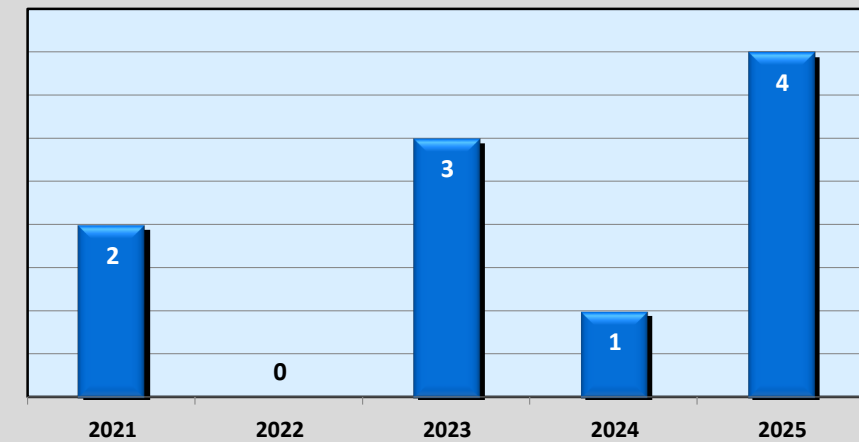
March Traffic Citation Comparison



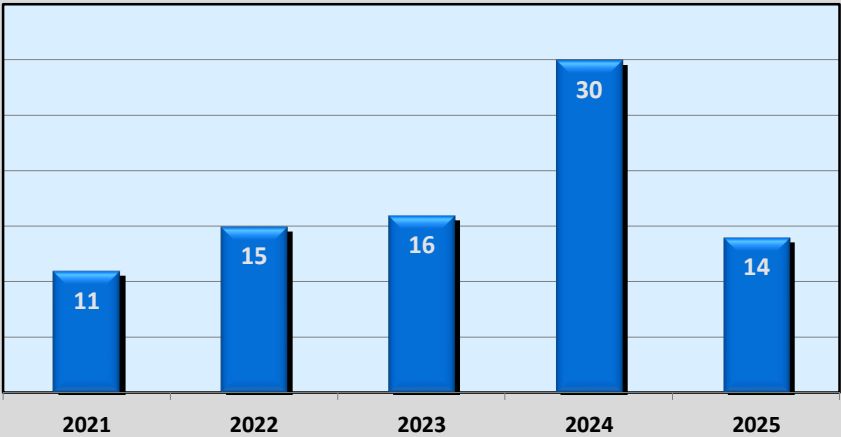
March Collision Comparison



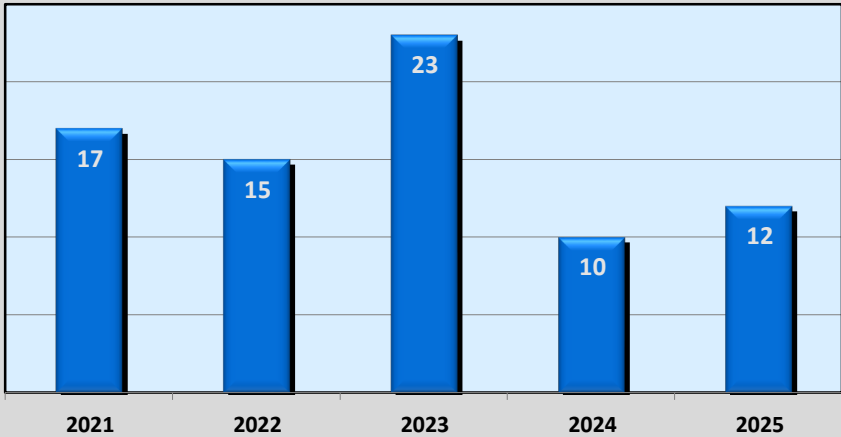
March Burglary Comparison



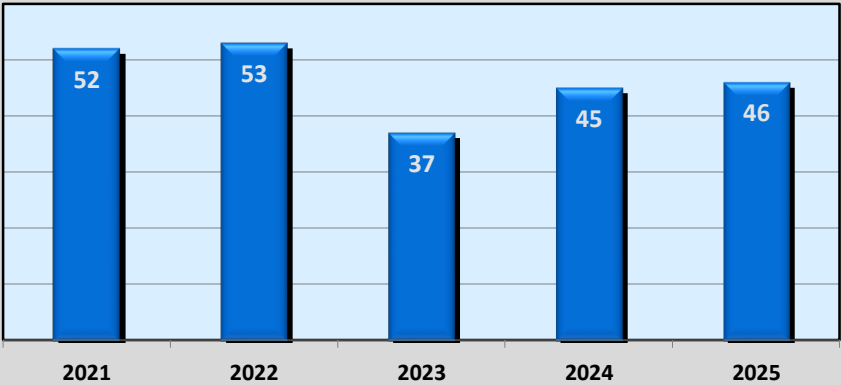
March Theft Comparison



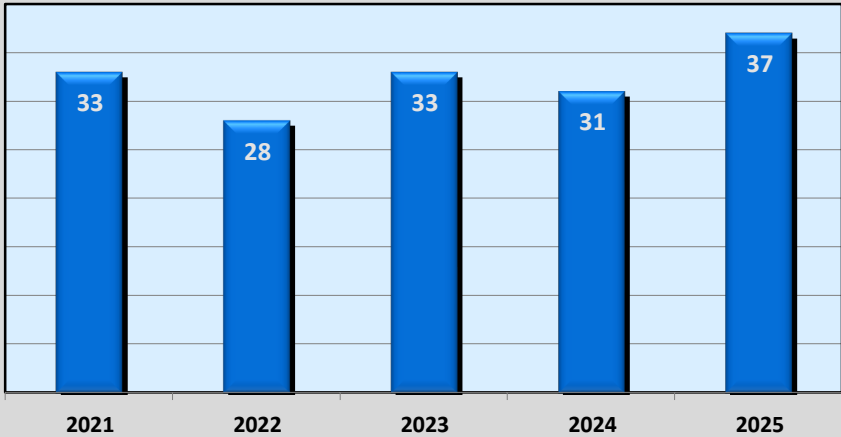
March Assault Comparison



March Domestic Calls for Service Comparison



March Arrest Comparison



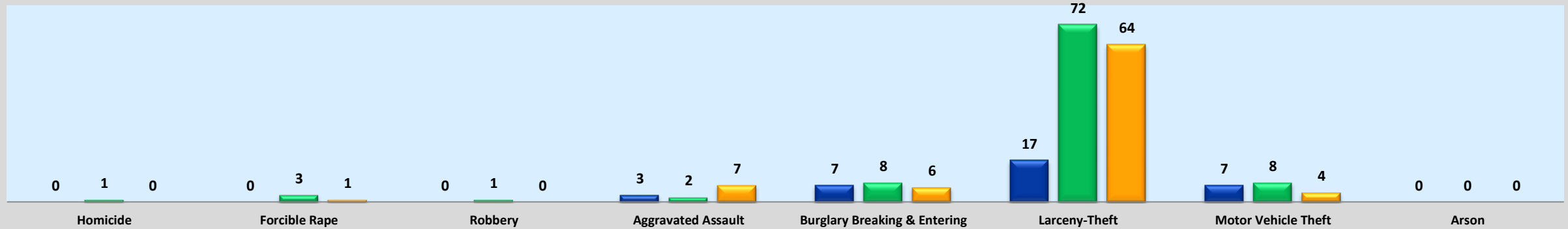
DEPARTMENT HIGHLIGHTS

Section XI. Item #1.

Year-to-Date
March

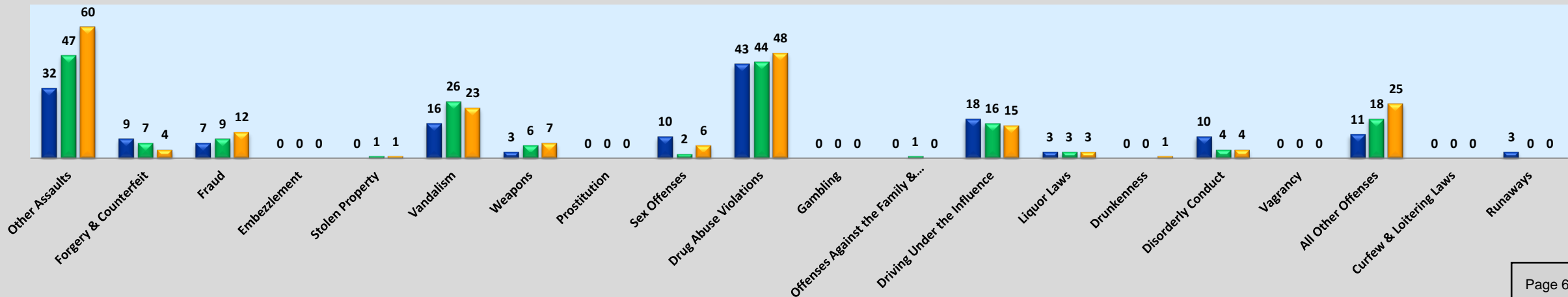
Part I Crimes

■ 2025 ■ 2024 ■ 2023

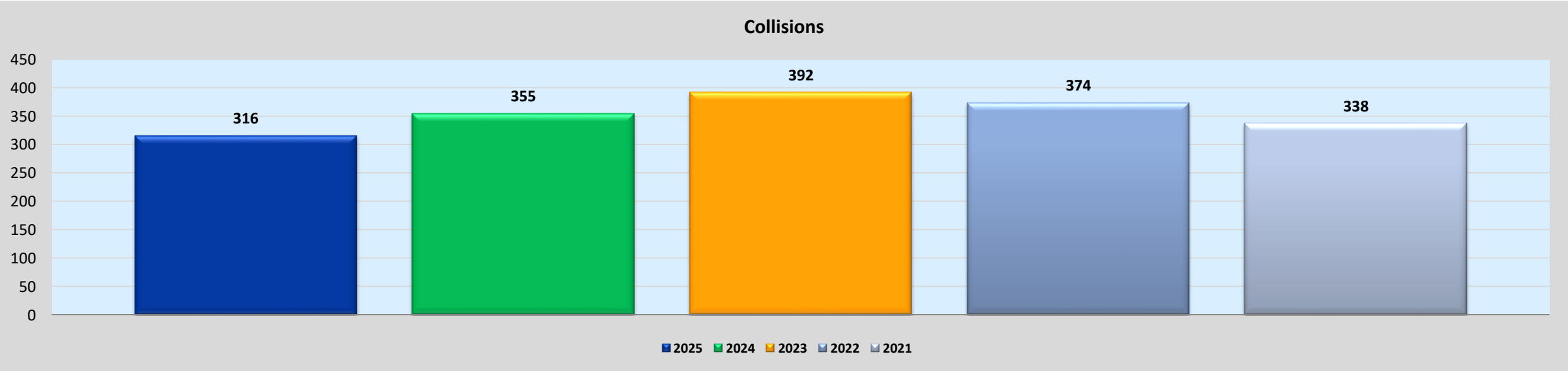


Part II Crimes

■ 2025 ■ 2024 ■ 2023



Year-to-Date
March



Law Enforcement Advisory Committee

- 287 (g) Program Participation
- Flock Camera System Audit
- Upcoming Awards Ceremony
- Community Meeting on Enforcement type programs

Meetings Attended by Chief Joseph Babkiewicz

Every Wednesday – Senior Staff Communications Meeting

Every Friday – Men's Meeting @ Bible Missionary Baptist Church

Mar 3rd – Attend March Wellness Committee meeting

Mar 4th – Meeting with Town Manager and Mayor

Mar 4th – Attend Beautique Medical Aesthetics Grand Opening/Ribbon Cutting Ceremony

Mar 4th – Attend meeting with Tanger Outlet Representative

Mar 4th – Lexipol Microsoft Teams meeting

Mar 4th – Command Staff meeting

Mar 4th – Meeting with Corporal

Mar 5th – Retirement party for Sergeant Rodriguez

Mar 5th – Attend Community Meeting

Mar 6th – Lexipol Microsoft Teams meeting

Mar 6th – Meeting with Citizen

Mar 6th – Attend Awards Committee meeting

Mar 6th – Attend Touch a Truck Event at Red Cedar Elementary

Mar 7th – Attend TCL Culinary Institute Foodseum Grand Opening/Ribbon Cutting Ceremony

Mar 8th – Attend March Madness Basketball Game at Boys and Girls Club

Mar 11th – Attend Town Council meeting

Mar 12th – Meeting with Human Resource Director

Mar 12th – Attend meeting with Director of Compliance

Meetings Attended by Chief Joseph Babkiewicz cont.

- Mar 12th** – Attend Local Heroes Storytime @ Tanger 2
- Mar 12th** – Meeting with Human Resource Director
- Mar 12th** – Meeting with Photographer
- Mar 13th** - Lexipol Microsoft Teams meeting
- Mar 13th** – Attend “Walk to End Alzheimer’s” meeting
- Mar 13th** – Attend March Birthday and Anniversary Event
- Mar 13th** – Awards Committee meeting
- Mar 18th** – Attend Grand Opening/Ribbon Cutting Ceremony @ Caring Transitions of Hilton Head
- Mar 18th** – Professional Pictures Day (PD Directory Wall)
- Mar 19th** – Attend Grand Opening/Ribbon Cutting Ceremony @ New Upper School (HHCA)
- Mar 19th** – Attend Pinecrest HOA meeting
- Mar 20th** – Attend Bluffton Middle School Career Day event
- Mar 20th** - Lexipol Microsoft Teams meeting
- Mar 20th** – Attend Special Olympics @ May River High School
- Mar 20th** – Command Staff meeting
- Mar 21st** – Participate in March Spring Back to Health Dodgeball game @ Boys and Girls Club
- Mar 23rd** – Attend Dancing with the Stars @ Seaquins Ballroom
- Mar 24th** – Meeting with Allstate Representative
- Mar 24th** – Attend CIP Microsoft Teams meeting
- Mar 24th** – Meeting with FBI Agent
- Mar 25th** – Attend SMATS Probe Data Analytics Demo Microsoft Teams meeting
- Mar 25th** – Meeting with NAACP Community representatives
- Mar 26th** – Attend Leadership Training

Meetings Attended by Chief Joseph Babkiewicz cont.

Mar 27th – Meeting with Town Manager

Mar 27th – Attend Spring Back to Health – Nutritional Presentation

Mar 28th – Attend Welcome Home Heroes Event

Commendations -	None
Complaints -	None

Police Department Demographics as of March 31, 2025

DEPARTMENT	Black	Hispanic	Other	White	Grand Total
Female	2	4	1	17	24
Male	7	5	3	38	53
Grand Total	9	9	4	55	77

SWORN OFFICERS	Black	Hispanic	Other	White	Grand Total
Female	1	1		9	11
Male	6	5	3	33	47
Grand Total	7	6	3	42	58

March Officer Training

In-House

Line-Up 2025 January-February - 1 Officer

Line-Up 2025 March-April - 16 Officers

Legal Update 2025 - Part I - 26 Officers

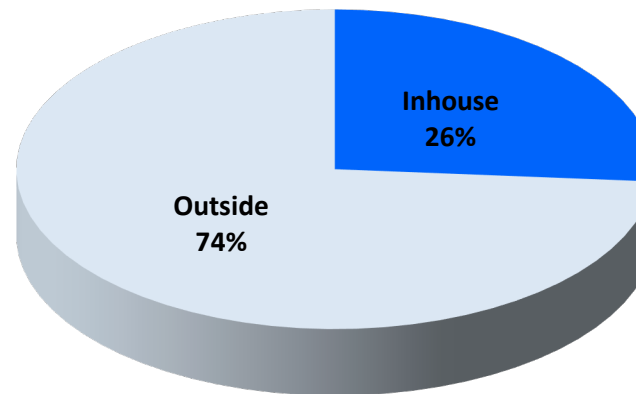
Studio - Mental Illness: Practical Application of Mental Health for First Responders - 1 Officer

DMT - Operator Recertification - 1 Officer

Questions to Ask During a Drug Interdiction Stop - 1 Officer

ATF - Privately Made Firearms and MCD's - 16 Officers

Pre-Academy Training - 1 Recruit



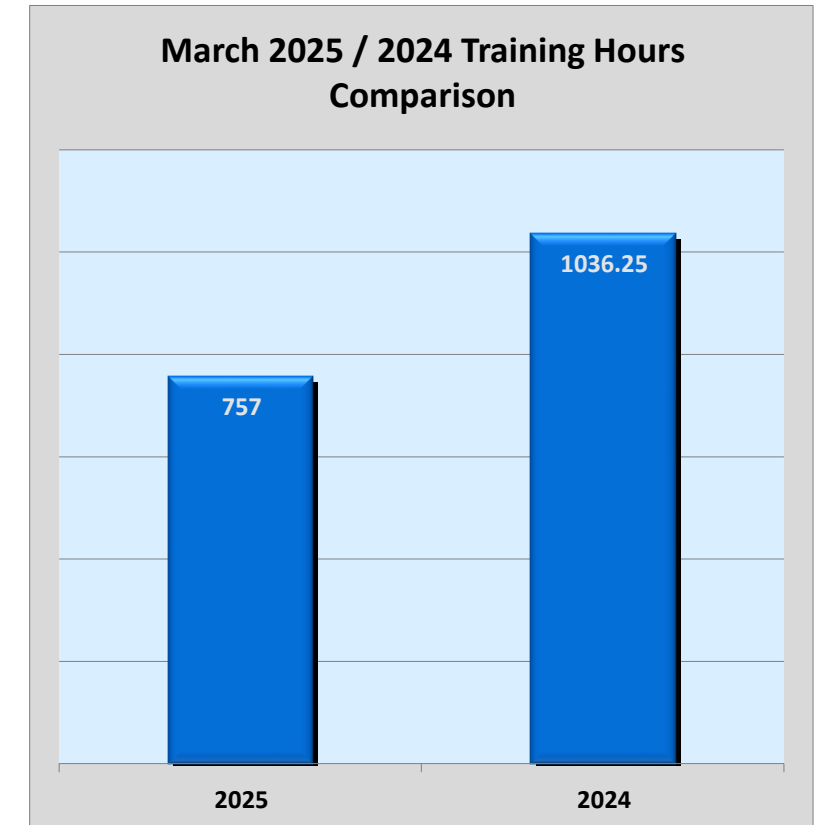
Outside

Sport / Special Event Enhanced Risk Management - 1 Officer

DCVC Regional Training - 1 Officer

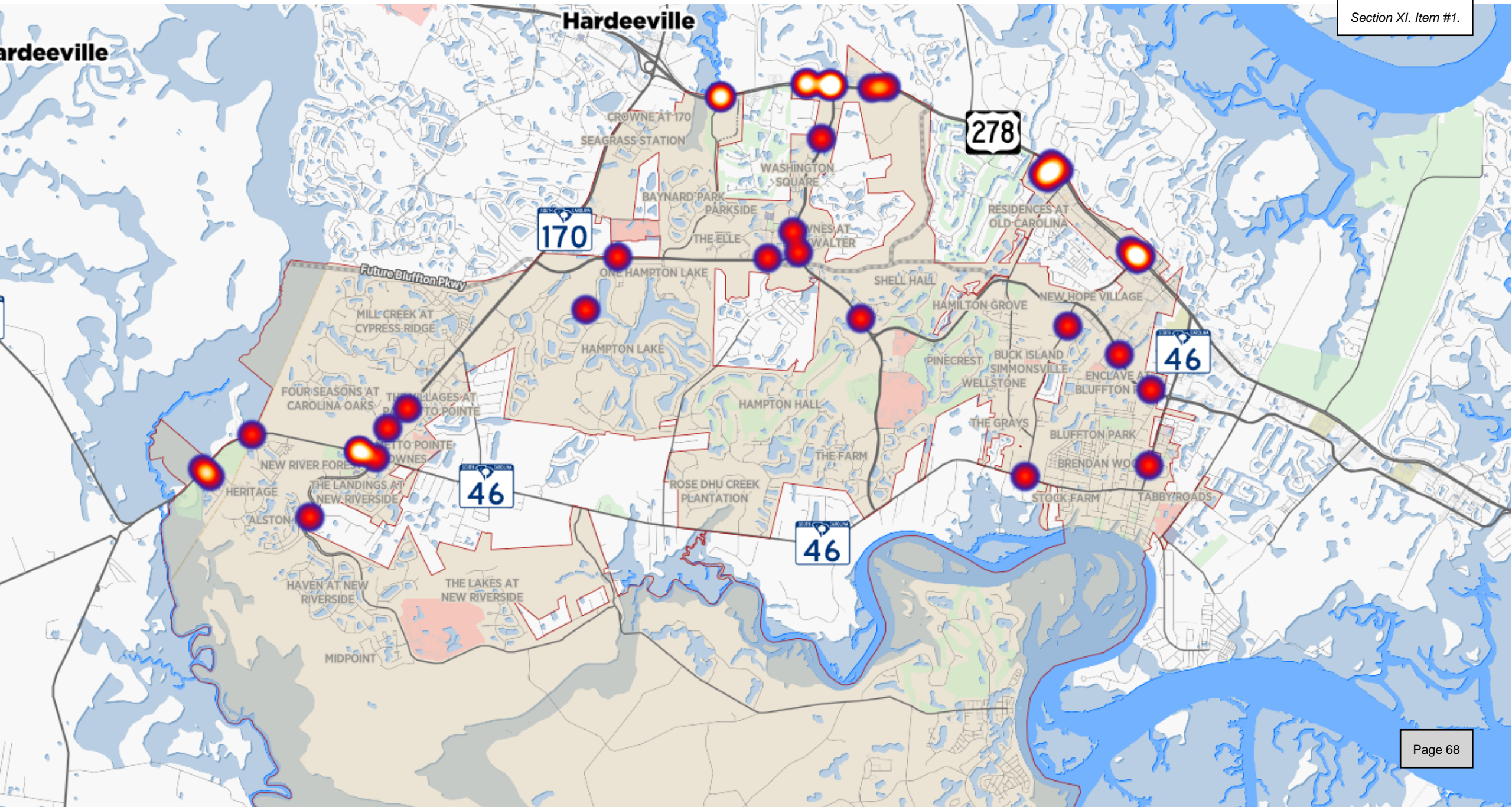
SCFBINAA Spring Conference - 2 Officers

SCCJA - Basic Law Enforcement Training - 2 Recruits



COLLISIONS (54) March 2025

Section XI. Item #1.

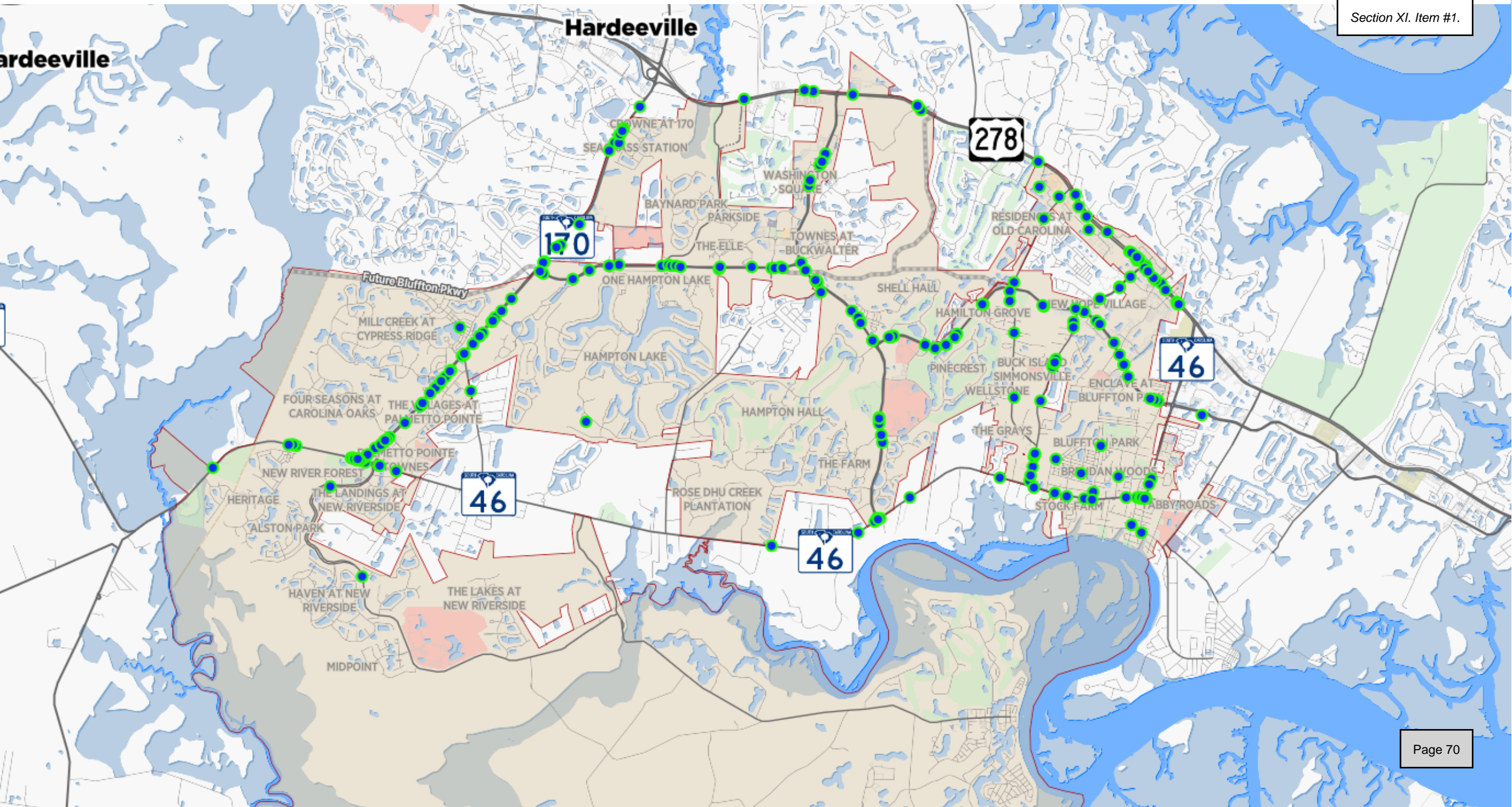


Section XI. Item #1.



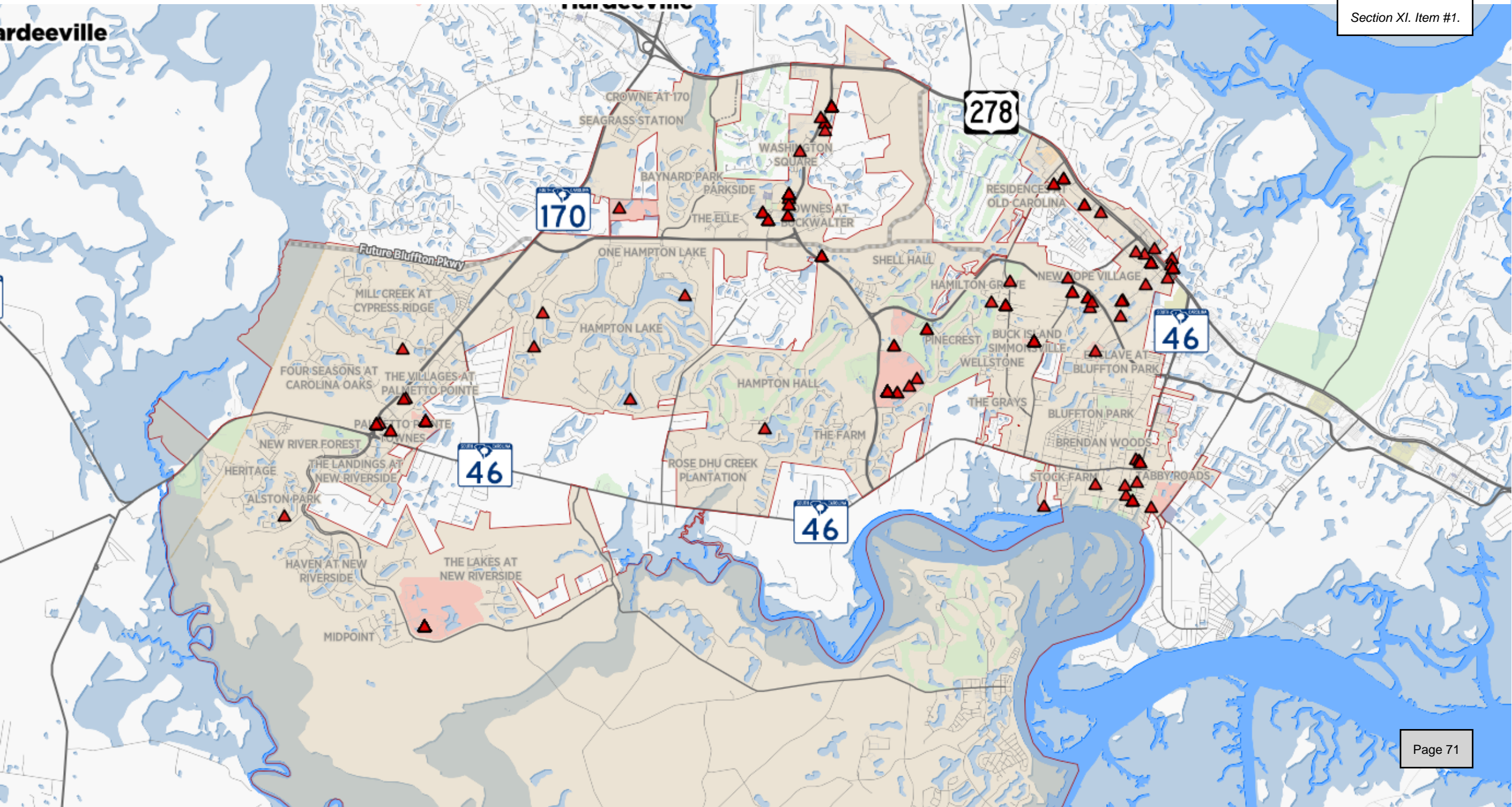
WARNINGS ISSUED (248) March 2025

Section XI. Item #1.



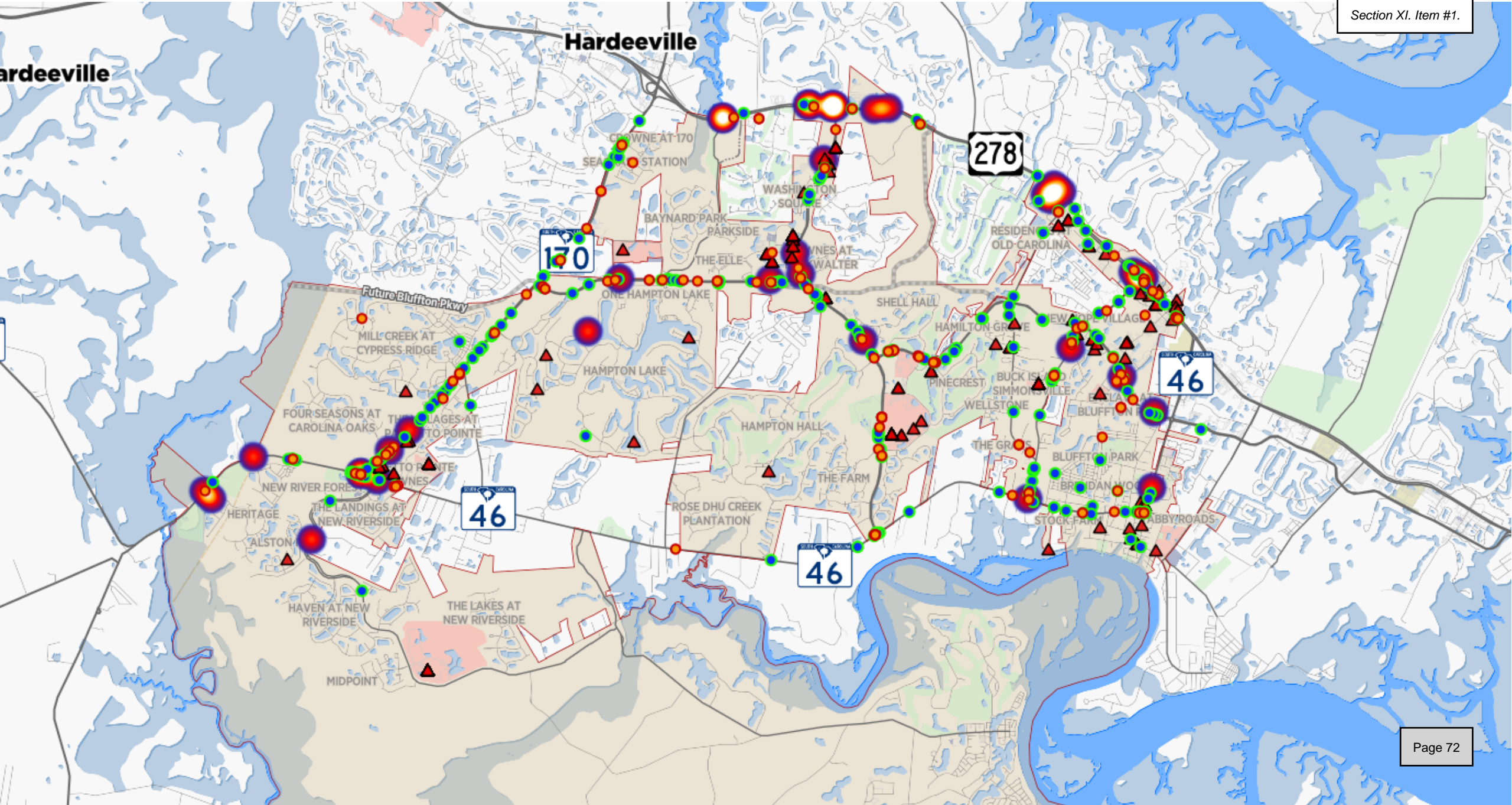
#1 CALL TYPE – Activated Alarms (187) March 2025

Section XI. Item #1.



Collisions, Citations, Warnings and Activated Alarms – March 2025

Section XI. Item #1.



CALLS FOR SERVICE TOP 10 CALL TYPES

Activated Alarm	187
Case Follow Up	117
911 Hang-Up	87
Accident	79
Disturbance	63
Miscellaneous Call	46
Reckless Driving	44
Domestic	42
Noise Complaint	36
Fraud/Scam	25

TOTAL CALLS FOR SERVICE: 1495

AVERAGE PER DAY: 58

PRO-ACTIVE PATROLS

Extra Patrol - Business	743
Extra Patrol - Residence	382
Traffic Stop	361
Traffic Enforce	9

UNIFORM TRAFFIC CITATIONS TOP 10 VIOLATIONS	
Driving Without A License	25
Operating Vehicle While License/Registration Expired	18
Driving Under Suspension	12
Possession of 28G (1 OZ) or Less of Marijuana	8
Speeding 25 MPH Over The Speed Limit	8
Driving Under the Influence	7
Failure to Maintain Proof of Insurance	6
Open Container of Beer/Wine	4
Failure to Return License Plate and Registration Upon Loss of Insurance	3
Speeding 15mph-24mph Over the Speed Limit	3

TOTAL CITATIONS ISSUED: 118

AVERAGE PER DAY: 5

UNIFORM TRAFFIC WARNINGS TOP 10 VIOLATIONS	
Speeding	60
Defective Equipment	64
Vehicle License Violation	30
Other	23
Speeding & more	16
Disregarding Stop Sign	9
Improper Lane Use	8
Improper Lights	6
Disregarding Traffic Signal	5
Changing Lanes Unlawfully	5

TOTAL CITATIONS ISSUED: 248

AVERAGE PER DAY: 10

CRIMINAL INVESTIGATIONS	
Cases Assigned	19
Incident Reports	1
Supplemental Reports	86
Cases Closed	36
Arrests Made	0
Arrest Warrants	2
Bond Court/Grand Jury	7
Case Call Outs	1
Search Warrants	2

Case Call Outs:

1. 25BP05588 – Death Scene

Bond Court:

1. 25BP07457
2. 24BP27171
3. 25BP07463
4. 25BP05581(A&B x2)
5. 25BP05875 (DV 2nd)
6. 25BP06266 (A&B)
7. 25BP06051 (A&B)
8. 25BP06725 (DV)
9. 25BP06014 (A&B)

Mental Health Advocate:

CIT: 2

Referrals - 13

Follow Ups - 48

Supplemental Reports - 35

Victim Advocate:

Case Call Outs: 0

Incident Reports: 0

Case Closed: 11

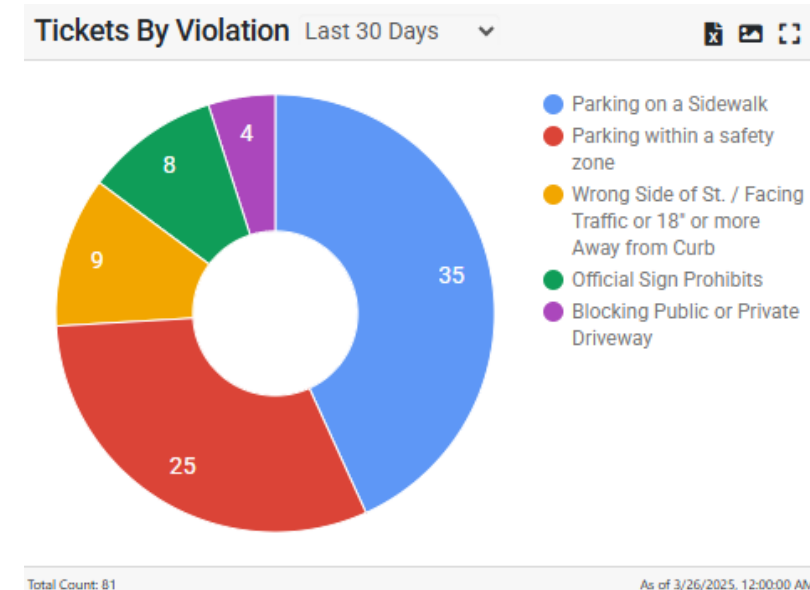
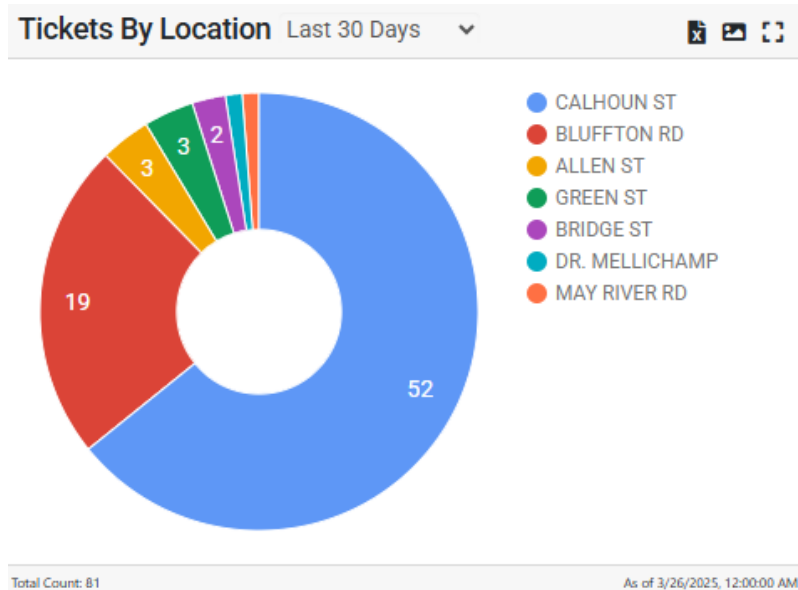
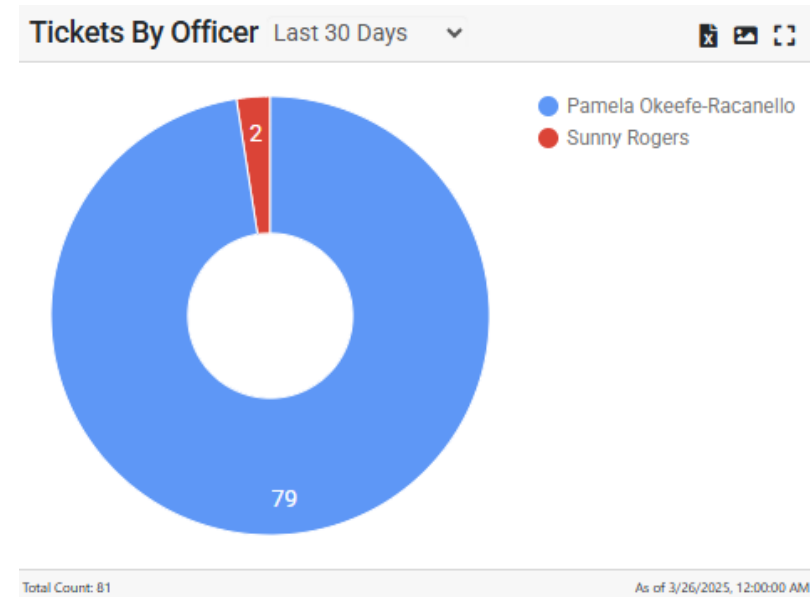
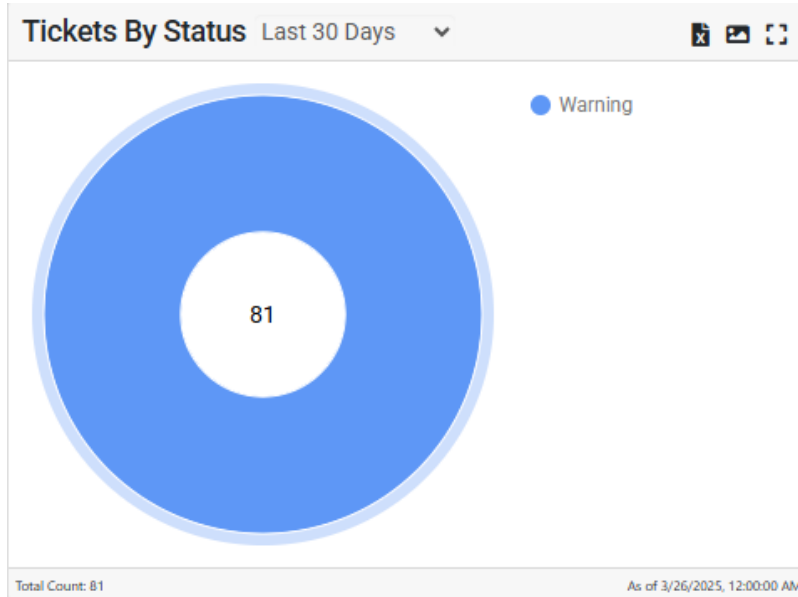
Bond Court: 6

Supplemental Reports: 19

ICAC Cases Assigned: 3

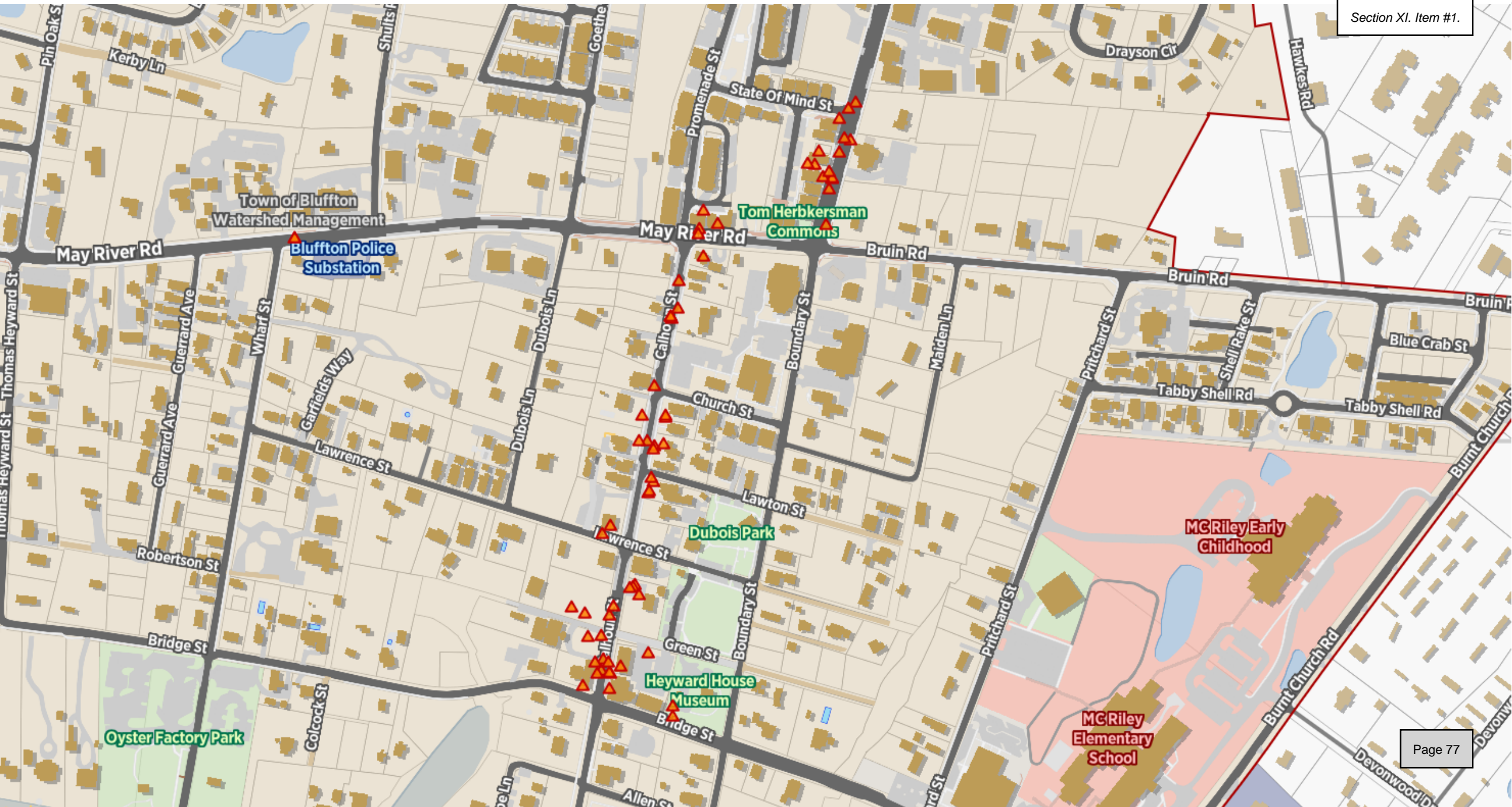
COMMUNITY SERVICE ASSISTANTS

Section XI. Item #1.



DOWNTOWN CITATIONS (81) – March 2025

Section XI. Item #1.



Code Enforcement:

William Bonhag

Signs

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

Complaints / Property Checks / Follow-ups / Ordinance Letters

- 1240,1242 May River Road, working with this group as they are cleaning up these locations that have been longtime neglected. Status ongoing progress.
- Sidney Holland / Bluffton Building Inspector II / Building Safety notified codes regarding possible illegal building at 142 Simmonsville Road, Building Safety issued Stop Work Order 3/20/25
- Emailed Kevin Icard regarding sidewalk business signs on May River Road, still waiting to hear regarding enforcement.

1238 May River Road

- This property has been on a continuous violation for not adhering to NOV's that were issued for not cleaning up the property with dumping in the rear sections of this site. The former tenant was summoned and failed to appear in court.
- During a property visit it was noticed by Codes Officer, the front section of the trailer home was pushed in with the window being held up by a post. On 1/7/25, Chief building inspector Marcus Noe and I returned to check out this structure and was allowed interior access by the tenant. Photos were taken due to the poor condition and NO Heat.
- On Monday 1/13/25 at 11am a return visit was attended by Marcus Noe, Rob Currall, FD Jason Lee and I to determine the status of this structure. It was deemed an unsafe structure and was posted as such on Friday 1/17/25. The tenants and owner were notified by Marcus upon posting. Tenants are out of the house.
- Owner Lashonda Fluellen has agreed to a meeting on site at 9am 1/23/25 to discuss the condition of the home and property. Due to a snow storm all communication was via phone. The tenants were removed by the owner. At present, Rob and Marcus are trying to arrange a meeting on site to discuss the situation.
- On 3/ 12/25 & 3/13/25 Emails were sent to Lashonda that included NOV for accumulations on property, garbage, construction materials, painting items, debris. Lashonda was directed to contact Marcus either by phone or email. The time for compliance for the cleanup is Thursday 3/20/25.
- 3/20/25 checked property and side and backyard need cleanup. Lashonda was sent an email with photos allocating her until Monday 3/24/25 for completion at which time will be re-inspected and possible summons issued.
- 3/20/25 Lashonda called and was given until Friday 3/28/25 to have entire exterior cleaned up with the removal of all items.
- Lashonda could have her mother attend as a representative as we were informed that she resides at 48 Guerard Street and has been seen on site with some contractors, Lashonda has not mentioned this to us.

Code Enforcement continued:

131 Goethe Road

- Claudia Gomez Aguilar was issued letters pertaining to her blatant display of party chairs and 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 re-visiting to deliver NOV as operating w/o a BL from this location, which is zoned Residential Only area. Pending meeting with owner.

218 Simmonsville Road

- 3/14/24 Due to several violations, this location was boarded up.
- This matter is pending actions by Building Safety upon receipt of property ownership email or contact by Mrs. Mitchell to Robert Cullen. Unfortunately, Mrs. Mitchell has passed, and this matter is on hold with the Building Department.
- Vicky Smalls visited location with our team on 11/14/24. Vicky is trying to contact the oldest sibling regarding heirs' property transfer.
- Vicky will assist with dumpsters and town public works will use machinery to clean the property upon the completion of this demolition.
- 1/30/25 at 10am a meeting at Town Hall has been set up with Mr. Cohen along with 2 family relations to discuss either fixing the condition of the home and property clean-up. Removal of RV on site required.
- RV removed from site.
- Pending cleanup of garbage by 3/1/25 an extension was allocated due to medical reasons, date for final cleanup is 3/28/25.

20 Stone Street

- Issued door hanger notice on 1/28/25 for needing a permit for fencing going up, as the post are in the ground presently. (Historic District)
- Approval for fence with gate was approved by the town, no permit needed for fencing below 7 feet.
- Waiting for a letter they claim was sent to them by the property owner at 23 Guerard St. wanting to purchase their land to move them out? Judd Bare is the complainant.

229 Simmonsville Road aka Rosales Lane

- Removal of construction materials stored at the end of this road.
- Removal of vehicles stored here w/o plates
- Removal of pallets of tiles stored here.
- Returning 3/20/25 some issues need to be addressed, meeting with the owner this afternoon to discuss remaining issues.
- Met with owner and 3/28/25 all will be completed.

Code Enforcement continued:

12 Aspen Hall Road

- Robert Numson from this address is complaining about his neighbor's pool pump that the heater kicks on and the noise from the pump and heater disturbs his sons sleeping as it comes into the home as both homes are close together
- HOA has not taken any action regarding this matter.
- Codes will check this matter in Pinecrest to see if I can assist with a positive conclusion 2/24/25 As of 3/14/25 No contact has been made back to Codes.

COMMUNITY ACTION TEAM
Participated in Zoom meeting for new Police applicant Smalley
Touch a Truck event Red Cedar Elementary School.
Juneteenth Celebration Meeting
Command Staff Meeting.
Stay Safe Bluffton Scholarship Committee Meeting.
Bluffton Middle School Career Day
MRHS (SOAR) Special Olympics
Mayfest 2025 meeting
Juneteenth Celebration site visit and walk through
Special Events Meeting for May and June.
River Ridge Academy Career Day
Welcome Home Heroes Event.

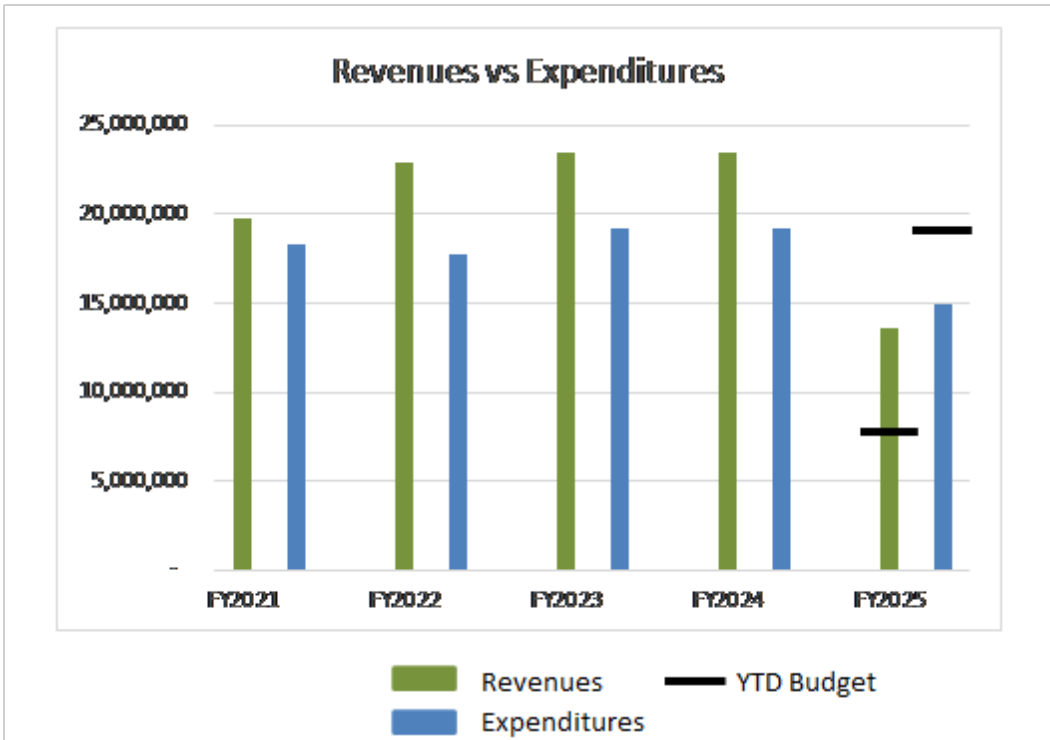
TOWN COUNCIL
STAFF REPORT
Finance & Administration Department



MEETING DATE:	April 08, 2025
PROJECT:	Consent Agenda: Year-to-date Financial Report
PROJECT MANAGER:	Natalie Majorkiewicz, CGFO, CGFM, 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 FY2025 year-to-date (YTD) through February 2025. Revenues have been higher than expenditures for the last four full years.



FY2025 YTD through February shows General Fund total revenues above the total budgeted amount with property taxes showing the largest impact. YTD February expenditures in total are tracking below the budgeted amounts.

FY25 General Fund Financial Overview

Revenues		Expenditures
\$17,604k	YTD	\$17,360k
114.5%	% of Budget	91.0%
\$15,379k	YTD Budget	\$19,087k

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
8. Community Foundation of the Lowcountry Fund Balances



Town of Bluffton
Actual Versus Budget
For Period Ending February 28, 2025

Section XI. Item #1.

	Month of February 2025					Year-to-Date through February 28, 2025				
	FY 2024	FY 2025	More/(Less)	Budget	Over / (Under)	FY 2024	FY 2025	More/(Less)	Budget	Over / (Under)
Revenues										
Property Taxes	\$ 5,855,717	\$ 1,487,675	\$ (4,368,042)	\$ 6,417,928	\$ (4,930,253)	\$ 9,267,038	\$ 9,558,150	\$ 291,112	\$ 10,156,259	\$ (598,109)
Licenses & Permits										
Business Licenses	173,275	624,969	451,694	171,054	453,915	900,868	1,441,802	540,934	784,163	657,639
MASC Telecommunications	-	-	-	-	-	-	304	304	-	304
MASC Insurance Tax Collection	-	2,682	2,682	-	2,682	196	16,553	16,357	214	16,339
Franchise Fees	197,205	382,388	185,183	231,786	150,602	933,504	1,153,124	219,620	1,097,199	55,925
Building Safety Permits	250,349	468,746	218,398	149,240	319,506	1,654,593	2,276,041	621,448	1,052,531	1,223,510
Application Fees	5,325	12,105	6,780	4,655	7,450	56,665	62,630	5,965	49,537	13,093
Total Licenses & Permits	626,154	1,490,890	864,737	556,735	934,155	3,545,826	4,950,454	1,404,628	2,983,644	1,966,810
Grants and Entitlements	170,507	87,511	(82,996)	245,001	(157,490)	598,856	890,999	292,143	1,089,058	(198,059)
Intergovernmental	-	325,559	325,559	-	325,559	-	325,559	325,559	-	325,559
Service Revenues	94,314	121,717	27,403	80,206	41,511	522,473	647,280	124,807	469,995	177,285
Fines & Fees	11,720	10,254	(1,466)	11,322	(1,068)	84,662	72,663	(11,999)	81,884	(9,221)
Interest Income	22,791	159,620	136,829	29,914	129,706	226,996	554,361	327,365	297,942	256,419
Miscellaneous Revenues	13,051	112,050	98,999	14,092	97,958	72,211	454,509	382,298	93,224	361,285
Total Revenues	6,794,254	3,795,276	(2,998,978)	7,355,198	(3,559,922)	14,318,062	17,453,975	3,135,913	15,172,006	2,281,969
Other Financing Sources	-	-	-	-	-	-	5,650	5,650	-	5,650
Transfers In	57,969	57,580	(389)	305,784	(248,204)	151,222	144,097	(7,125)	206,753	(62,656)
Total Other Financing Sources & Transfers In	57,969	57,580	(389)	305,784	(248,204)	151,222	149,747	(1,475)	206,753	(57,006)
Total Revenues and Other Financing Sources	\$ 6,852,223	\$ 3,852,856	\$ (2,999,367)	\$ 7,660,982	\$ (3,808,126)	\$ 14,469,284	\$ 17,603,722	\$ 3,134,438	\$ 15,378,759	\$ 2,224,963
Expenditures										
Town Council	\$ 13,369	\$ 11,341	\$ (2,028)	\$ 18,930	\$ (7,589)	\$ 67,247	\$ 77,059	\$ 9,812	\$ 95,220	\$ (18,161)
Executive	162,649	137,178	(25,471)	225,478	(88,300)	746,899	926,827	179,928	1,035,417	(108,590)
Economic Development	42,438	33,406	(9,032)	53,478	(20,072)	257,410	311,481	54,071	324,377	(12,896)
Human Resources	60,820	34,540	(26,280)	84,743	(50,203)	281,164	336,784	55,620	391,757	(54,973)
Communications and Community Outreach	45,795	65,084	19,289	95,124	(30,040)	320,776	395,823	75,047	666,309	(270,486)
Police	1,014,901	1,113,248	98,347	1,534,736	(421,488)	4,805,546	5,370,560	565,014	7,297,409	(1,926,849)
Municipal Judges	9,184	10,384	1,200	13,247	(2,863)	55,496	57,567	2,071	80,046	(22,479)
Municipal Court	39,775	32,812	(6,963)	48,278	(15,466)	286,869	312,895	26,026	348,194	(35,299)
Finance	111,908	77,279	(34,629)	158,662	(81,383)	565,252	676,332	111,080	801,410	(125,078)
Information Technology	158,043	138,685	(19,358)	213,829	(75,144)	1,141,753	1,250,964	109,211	1,544,769	(293,805)
Customer Service	30,707	19,918	(10,789)	40,258	(20,340)	138,370	141,386	3,016	181,409	(40,023)
Planning & Community Development	159,929	77,961	(81,968)	221,611	(143,650)	875,757	755,398	(120,359)	1,213,520	(458,122)
Building Safety	99,814	69,216	(30,598)	128,164	(58,948)	551,927	457,660	(94,267)	708,691	(251,031)
Project Management	82,211	66,013	(16,198)	78,764	(12,751)	424,921	425,218	297	407,105	18,113
Public Services	199,425	359,076	159,651	303,731	55,345	1,070,715	1,423,742	353,027	1,630,737	(206,995)
Town Wide	151,597	206,187	54,590	219,025	(12,838)	1,633,870	1,987,653	353,783	2,360,588	(372,935)
Total Expenditures	2,382,565	2,452,328	69,763	3,438,058	(985,730)	13,223,972	14,907,349	1,683,377	19,086,958	(4,179,609)
Other Financing Uses										
Contribution to Fund Balance	-	-	-	-	-	-	-	-	-	-
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	\$ 2,382,565	\$ 2,452,328	\$ 69,763	\$ 3,438,058	\$ (985,730)	\$ 13,223,972	\$ 14,907,349	\$ 1,683,377	\$ 19,086,958	\$ (4,179,609)



Town of Bluffton
Actual Versus Budget
For Period Ending February 28, 2025

Section XI. Item #1.

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	Month of February 2025					Year-to-Date through February 28, 2025				
	FY 2024	FY 2025	More/(Less)	Budget	Over / (Under)	FY 2024	FY 2025	More/(Less)	Budget	Over / (Under)
Revenues										
Stormwater Utility Fee	\$ 1,384,079	\$ 1,559,380	\$ 175,301	\$ 1,330,588	\$ 228,792	\$ 1,973,075	\$ 2,180,353	\$ 207,278	\$ 1,896,820	\$ 283,533
Licenses & Permits										
NPDES Plan Review Fee	11,000	5,850	(5,150)	9,295	(3,445)	73,430	60,098	(13,332)	62,049	(1,951)
NPDES Inspection Fee	13,350	29,150	15,800	11,528	17,622	198,400	234,300	35,900	171,317	62,983
Total Licenses & Permits	24,350	35,000	10,650	20,823	14,177	271,830	294,398	22,568	233,366	61,032
Total Revenues	1,408,429	1,594,380	185,951	1,351,410	242,970	2,244,905	2,474,751	229,846	2,130,186	344,565
 Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources & Transfers In	-	-	-	-	-	-	-	-	-	-
 Total Revenues and Other Financing Sources	\$ 1,408,429	\$ 1,594,380	\$ 185,951	\$ 1,351,410	\$ 242,970	\$ 2,244,905	\$ 2,474,751	\$ 229,846	\$ 2,130,186	\$ 344,565
 Expenditures										
Watershed Management	\$ 185,246	\$ 169,310	\$ (15,936)	\$ 297,357	\$ (128,047)	\$ 776,574	\$ 925,044	\$ 148,470	\$ 1,246,555	\$ (321,511)
Total Expenditures	185,246	169,310	(15,936)	297,357	(128,047)	776,574	925,044	148,470	1,246,555	(321,511)
 Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	-	-	-	-
Transfers Out to General Fund	-	-	-	-	-	-	-	-	-	-
Transfer Out to Debt Service	-	-	-	-	-	69,400	65,525	(3,875)	69,931	(4,406)
Contribution to Fund Balance	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	69,400	65,525	(3,875)	69,931	(4,406)
 Total Expenditures and Other Financing Uses	\$ 185,246	\$ 169,310	\$ (15,936)	\$ 297,357	\$ (128,047)	\$ 845,974	\$ 990,569	\$ 144,595	\$ 1,316,486	\$ (325,917)



Town of Bluffton
Budget and Actual - Capital Improvement Program Fund
For Period Ending February 28, 2025

	YTD Estimated	Adopted Budget	Budget Amendments and Transfers	Revised Budget	Actual vs Budget Difference	Actual as % of Budget
Economic Development						
Buckwalter Place Multi-County Commerce Park Phase 2	\$ 1,760,798	\$ 3,204,420	\$ 832,666	\$ 4,037,086	\$ 2,276,288	43.6%
Total Economic Development	1,760,798	3,204,420	832,666	4,037,086	2,276,288	43.6%
Facilities						
Town Hall Improvements	46,520	-	64,887	64,887	18,367	71.7%
Squire Pope Carriage House	466,667	615,000	140,613	755,613	288,946	61.8%
Law Enforcement Center Facility Improvements	3,104	405,000	74,056	479,056	475,952	0.6%
Sarah Riley Hooks Cottage	50,290	1,411,432	45,115	1,456,547	1,406,257	3.5%
Town Facilities ADA Compliance Plan - NEW	-	100,000	-	100,000	100,000	0.0%
Total Facilities	566,581	2,531,432	324,671	2,856,103	2,289,522	19.8%
Housing						
Affordable Housing Project	11,514	1,478,480	120,735	1,599,215	1,587,701	0.7%
Total Housing	11,514	1,478,480	120,735	1,599,215	1,587,701	0.7%
Information Technology Infrastructure						
Community Safety Cameras Phase 6	94,398	195,000	37,210	232,210	137,812	40.7%
Network Improvements	86,947	241,000	20,564	261,564	174,617	33.2%
Total Parks	181,345	436,000	57,774	493,774	312,429	36.7%
Land						
Land Acquisition	22,923	2,959,387	2,497,715	5,457,102	5,434,179	0.4%
Total Land	22,923	2,959,387	2,497,715	5,457,102	5,434,179	0.4%
Parks						
Park Improvements	179,193	236,228	190,331	426,559	247,366	42.0%
Oyster Factory Park	25,970	433,048	55,000	488,048	462,078	5.3%
Oscar Frazier Park	466,517	112,000	532,967	644,967	178,450	72.3%
New Riverside Park/Barn Site	5,886,062	7,335,254	2,228,834	9,564,088	3,678,026	61.5%
New River Trail	72,073	2,460,430	99,221	2,559,651	2,487,578	2.8%
New Riverside Village Park	3,127	-	5,457	5,457	2,330	57.3%
Buckwalter Place Park Improvements	83,436	774,190	147,000	921,190	837,754	9.1%
Public Art	44,196	200,000	(269)	199,731	155,535	22.1%
Total Parks	6,760,574	11,551,150	3,258,541	14,809,691	8,049,117	45.6%
Roads						
Pathway Pedestrian Safety Improvements	26,378	532,418	19,247	551,665	525,287	4.8%
Calhoun Street Streetscape	17,147	434,008	13,617	447,625	430,478	3.8%
BIS Neighborhood Sidewalks & Lighting	19,727	-	20,000	20,000	273	0.0%
Wharf Street Lighting	-	-	244,560	244,560	244,560	0.0%
Boundary Street Lighting	-	-	23,224	23,224	23,224	0.0%
Boundary Street Streetscape	27,060	1,887,675	79,996	1,967,671	1,940,611	1.4%
Townwide Wayfinding Signage System	6,750	65,000	30,000	95,000	88,250	7.1%
Historic District Overhead Power Conversion	-	74,000	-	74,000	74,000	0.0%
Ghost Roads	77	377,412	11,989	389,401	389,324	0.0%
Total Roads	97,139	3,370,513	442,633	3,813,146	3,716,007	2.5%
Stormwater and Sewer						
Sewer Connections Policy	57,527	498,730	231,000	729,730	672,203	7.9%
Buck Island Sewer Phase 5	787,570	-	804,287	804,287	16,717	N/A
Historic District Sewer Extension Phase 4	307	575,760	(141,462)	434,298	433,991	0.1%
Historic District Sewer Extension Phase 5	5,800	523,920	(141,712)	382,208	376,408	1.5%
Historic District Sewer Extension Phase 6	-	646,200	(167,722)	478,478	478,478	0.0%
Bridge Street Streetscape	65,495	1,162,969	188,552	1,351,521	1,286,026	4.8%
Comprehensive Drainage Plan Improvements	59,686	676,400	35,326	711,726	652,040	8.4%
May River Action Plan Impervious Restoration/Water Quality Project	33,227	220,634	(29,741)	190,893	157,666	17.4%
Stoney Crest Campground/Old Palmetto Bluff Rd	175	1,100,000	-	1,100,000	1,099,825	0.0%
Pritchard Street Drainage Improvements	17,212	1,742,231	8,146	1,750,377	1,733,165	1.0%
Shults Road Drainage Improvements	-	272,888	-	272,888	272,888	0.0%
Total Stormwater and Sewer	1,026,999	7,419,732	786,674	8,206,406	7,179,407	12.5%
Total CIP Expenditures	\$ 10,427,873	\$ 32,951,114	\$ 8,321,409	\$ 41,272,523	\$ 30,844,650	25.3%



Town of Bluffton
Actual Versus Budget
For Period Ending February 28, 2025

Section XI. Item #1.

	Month of February 2025					Year-to-Date through February 28, 2025				
	FY 2024	FY 2025	More/(Less)	Budget	Over / (Under)	FY 2024	FY 2025	More/(Less)	Budget	Over / (Under)
Revenues										
Property Taxes										
Real & Personal Property Tax (TIF)	\$ 2,761,498	\$ 3,273,621	\$ 512,123	\$ 3,686,499	\$ (412,878)	\$ 4,061,035	\$ 4,711,388	\$ 650,353	\$ 5,421,333	\$ (709,945)
GO Bond Debt Service Property Tax	326,229	77,578	(248,651)	347,924	(270,346)	484,202	500,250	16,048	516,402	(16,152)
Total Property Tax	3,087,727	3,351,199	263,472	4,034,423	(683,224)	4,545,237	5,211,638	666,401	5,937,736	(726,098)
Licenses & Permits										
Municipal Improvement District Fee	277,481	98,640	(178,841)	285,939	(187,299)	365,236	387,074	21,838	376,369	10,705
Interest Income	8,014	4,544	(3,470)	3,408	1,136	74,268	64,349	(9,919)	31,585	32,764
Miscellaneous Revenues	-	-	-	-	-	-	-	-	-	-
Total Revenues	<u>3,373,222</u>	<u>3,454,383</u>	<u>81,161</u>	<u>4,323,770</u>	<u>(869,387)</u>	<u>4,984,741</u>	<u>5,663,061</u>	<u>678,320</u>	<u>6,345,690</u>	<u>(682,628)</u>
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	69,400	65,525	(3,875)	65,470	55
Total Other Financing Sources & Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>69,400</u>	<u>65,525</u>	<u>(3,875)</u>	<u>65,470</u>	<u>55</u>
Total Revenues and Other Financing Sources	<u>\$ 3,373,222</u>	<u>\$ 3,454,383</u>	<u>\$ 81,161</u>	<u>\$ 4,323,770</u>	<u>\$ (869,387)</u>	<u>\$ 5,054,141</u>	<u>\$ 5,728,586</u>	<u>\$ 674,445</u>	<u>\$ 6,411,159</u>	<u>\$ (682,573)</u>
Expenditures										
Series 2014 TIF Bonds Debt Service										
Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 873,554	\$ 896,386	\$ 22,832	\$ 896,386	\$ -
Interest	-	-	-	-	-	34,698	23,429	(11,269)	23,429	-
Series 2022 TIF Bonds Debt Service										
Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	-	-	-	-	-	-	-	-	-	-
Series 2020 GO Bonds Debt Service										
Principal	245,000	255,000	10,000	271,630	(16,630)	245,000	255,000	10,000	271,630	(16,630)
Interest	67,150	61,025	(6,125)	61,025	-	134,300	122,050	(12,250)	122,050	-
Series 2020A GO Bonds Debt Service										
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	69,400	65,525	(3,875)	65,525	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Total Expenditures	<u>312,150</u>	<u>316,025</u>	<u>3,875</u>	<u>332,655</u>	<u>(16,630)</u>	<u>1,356,952</u>	<u>1,362,390</u>	<u>5,438</u>	<u>1,379,020</u>	<u>(16,630)</u>
Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	2,650,000	2,650,000	-	2,650,000
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,650,000</u>	<u>2,650,000</u>	<u>-</u>	<u>2,650,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 312,150</u>	<u>\$ 316,025</u>	<u>\$ 3,875</u>	<u>\$ 332,655</u>	<u>\$ (16,630)</u>	<u>\$ 1,356,952</u>	<u>\$ 4,012,390</u>	<u>\$ 2,655,438</u>	<u>\$ 1,379,020</u>	<u>\$ 2,633,370</u>



Town of Bluffton
Special Revenue Accounts
For Period Ending February 28, 2025

Section XI. Item #1.

<div><div></div><div>FY2025</div></div>															Original Estimate
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	
Revenues															
State Accommodations Tax	1,571	1,830	1,559	1,417	271,078	697	632	290,058						568,842	1,022,605
Local Accommodations Tax	2,700	60,640	138,169	122,416	194,338	192,218	129,989	55,118						895,589	1,342,930
Hospitality Tax	8,468	281,963	305,218	314,531	351,835	411,775	351,270	296,461						2,321,521	4,140,747
Total Revenues	12,739	344,433	444,946	438,364	817,251	604,690	481,891	641,637	-	-	-	-	-	3,785,951	6,506,282

FY2024															Original Estimate
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	
Revenues															
State Accommodations Tax	1,533	1,721	1,963	237,553	1,773	2,006	249,085	1,857	2,041	161,350	1,868	1,570	457,086	1,121,406	1,030,150
Local Accommodations Tax	5,551	152,136	108,061	124,885	176,611	171,277	117,868	70,760	89,999	183,177	210,129	186,173	269,837	1,866,464	1,597,500
Hospitality Tax	54,512	340,435	282,100	283,048	355,917	349,776	385,693	223,058	314,287	383,243	392,360	423,103	345,958	4,133,490	3,788,036
Total Revenues	61,596	494,292	392,124	645,486	534,301	523,059	752,646	295,675	406,327	727,770	604,357	610,846	1,072,881	7,121,360	6,415,686

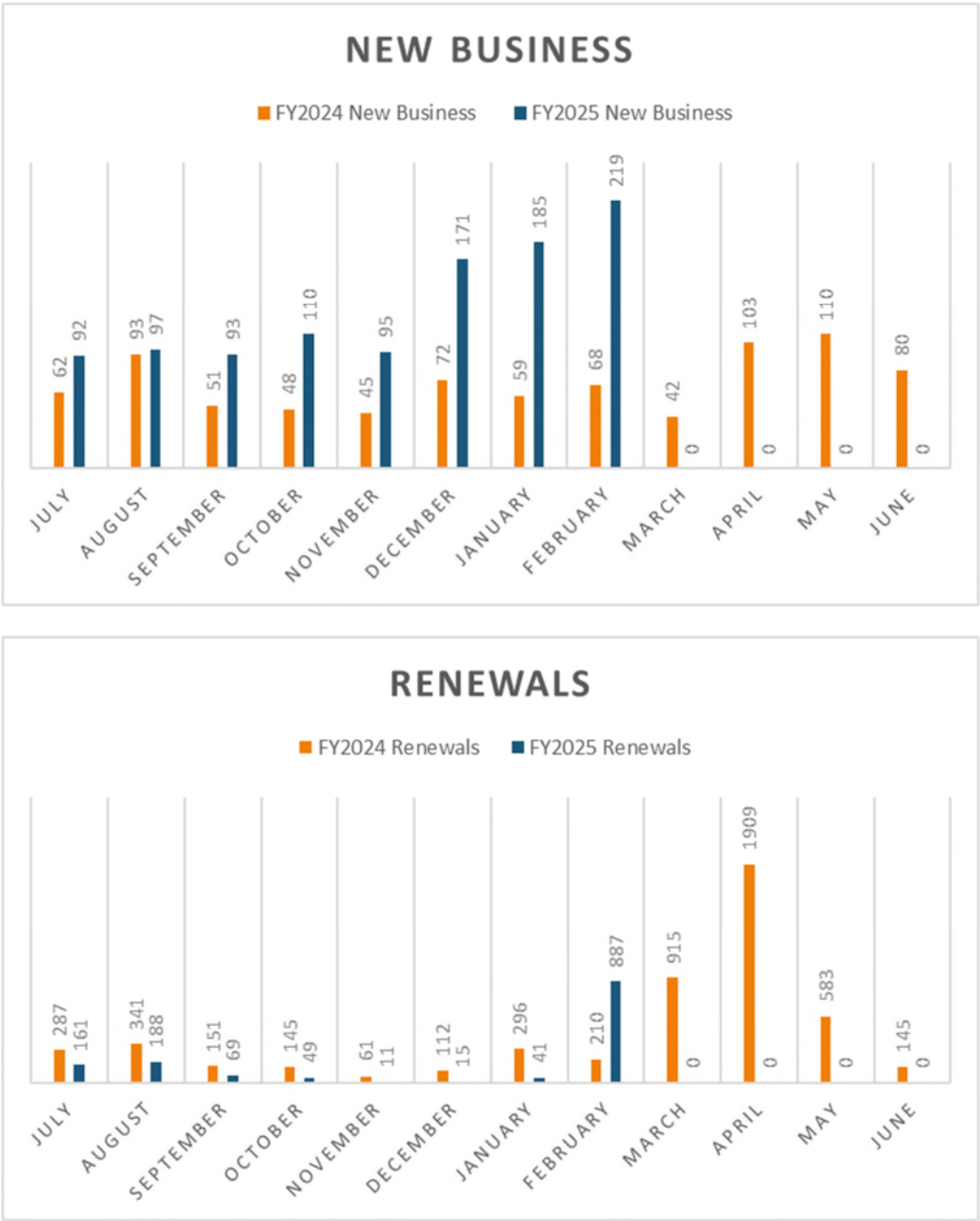
FY2025 VS FY2024 (more / (less))														
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	38	109	(404)	(236,136)	269,305	(1,309)	(248,453)	288,201						71,351
Local Accommodations Tax	(2,851)	(91,496)	30,108	(2,469)	17,727	20,941	12,121	(15,642)						(31,560)
Hospitality Tax	(46,044)	(58,472)	23,118	31,483	(4,082)	61,999	(34,423)	73,403						46,982
Total Revenues	(48,857)	(149,859)	52,822	(207,122)	282,950	81,631	(270,755)	345,962	-	-	-	-	-	86,772

FY2023															Original Estimate
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	
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	176,432	1,731,779	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	1,067,142	6,526,964	5,483,800

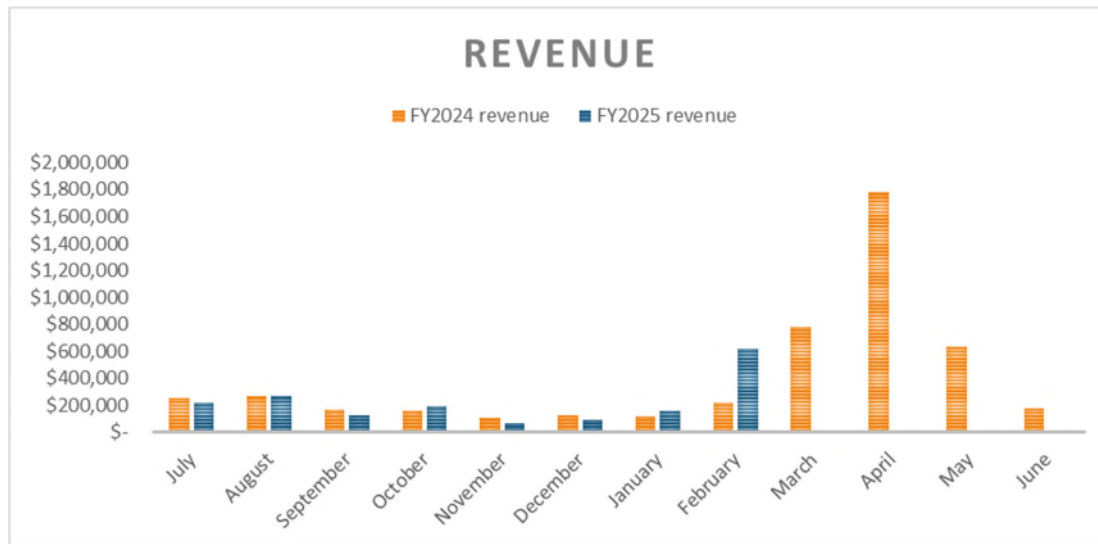
FY2024 VS FY2023 (more / (less))														
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	1,133	1,253	1,454	(18,588)	990	1,109	19,804	941	886	16,067	480	104	(27,749)	(2,116)
Local Accommodations Tax	4,937	(21,467)	(18,807)	(12,632)	23,670	13,203	3,229	7,406	6,784	158,202	(121,554)	(1,690)	93,405	134,685
Hospitality Tax	49,827	85,254	1,021	(29,543)	20,163	41,919	94,356	(12,507)	4,187	295,624	(98,982)	70,424	(59,917)	461,826
Total Revenues	55,897	65,040	(16,332)	(60,763)	44,823	56,231	117,389	(4,160)	11,856	469,894	(220,055)	68,837	5,739	594,396

Business License Statistics:

Business License applications for FY2025 through February total 2,483 (1,062 new business and 1,421 renewals) compared to FY2024’s total of 2,101 (498 new business and 1,603 renewals).



Business license renewals reflect an increase of 322% or 677 and revenue collections increased 232% or \$398,237 for the month of February when comparing to last year. This increase is due to the efficiencies the new business license software, Evolve, with electronically sending renewal information to businesses rather than mailing. Business license revenue generated through permits increased by 2% or \$1,139.



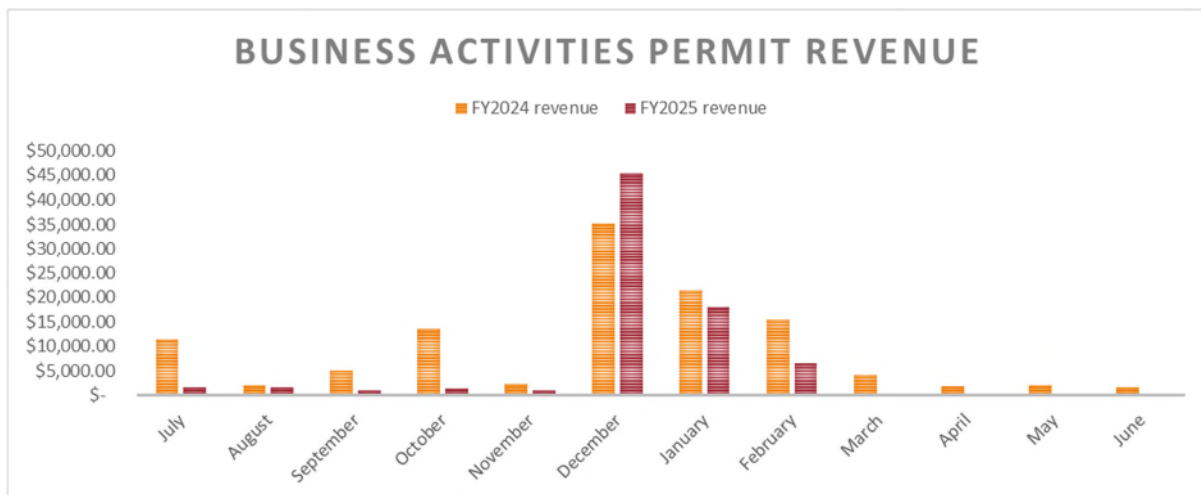
The amended ordinance that went into effect January 1st, 2019 included additional incentives for new businesses and businesses with multiple locations within the Town. For the 2025 business license renewals, there were zero renewals eligible for an incentive.

Incentive	Number of Businesses	Gross Income Deducted	Total Incentive Amount
10%	70	\$ 2,141,941	\$ 3,472
20%	75	1,986,800	2,829
40%	63	6,107,503	83,837
CAP	4	41,678,503	54,744
2+	67	183,391	348
Grand Total	279	\$ 52,098,138	\$ 145,230

Rate Class	Number of Businesses	Total Incentive Amount
1	67	\$ 1,819
2	5	1,433
3	9	1,659
4	27	78,240
5	18	3,055
7	137	3,934
8.1	12	37,323
8.5	-	-
8.6	1	138
9.3	3	17,628
Grand Total	279	\$ 145,230

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) MVPs issued in February
 - Thirty (30) are compliant
 - One (1) is non-compliant
 - None are pending
 - There are thirty-one (31) identified Mobile Vending businesses
- Short-Term Rental Permit (STRP): \$325 for a calendar year
 - Twenty (20) STRPs issued in February
 - Two hundred, twenty-four (224) STRPs are compliant with a permit
 - Sixty-four (64) are non-compliant
 - Nine (9) are in-process
 - There are two hundred, ninety-seven (297) properties identified



Grant Program / Name	Federal/ State/ Other	Grant #	Town Project Description	Status	Date of Award	Grant Start Date	Grant Expiration
South Carolina Infrastructure Investment Program (SCIIP)	Federal	A-23-C015	Stoney Crest area septic to sewer; local match split equally among Town, Beauf.Co, and BJWSA.	AWARDED TO BJWSA	4/27/2023	4/24/2023	6/1/2026
American Rescue Plan Act (ARPA) grant from the State and Local Fiscal Recovery Fund (SLFRF)	Federal	SLT-5134	coronavirus recovery, Entitlement community with Tier 5 reporting	Active	5/27/2021	3/3/2021	obligated by 12/31/2024 expended by 12/31/2026
Community Development Block Grant (CDBG)	Federal	4-A-19-001	BIS sanitary sewer, Phase 5	submitted for closure	10/14/2019	10/14/2019	12/30/2023; extended to 12/31/2024
Land and Water Conservation Fund	Federal	45-01131	New Riverside Barn Park	Active	10/18/2021	10/19/2021	10/31/2023; extended to 12/31/2024
Section 319(h) Nonpoint Source Pollution, Assistance Program	Federal	EQ-0-263	May River Watershed Action Plan Phase IV; sewer connections (Poseys Court, Pritchard Street, Bridge Street)	closed	6/21/2019	9/25/2019	7/24/2023; extended to 9/30/2024
Nonpoint Source Implementation Program - Section 319(h) of the Clean Water Act	Federal	EQ-3-544	May River Watershed Action Plan, Phase VI - stormwater retrofit (Pritchard St)	Active	11/16/2022	11/16/2022	11/15/2025
Nonpoint Source Implementation Program - Section 319(h) - Clean Water Act	Federal	EQ-4-318	May River Phase VII - HD Sewer Phases 4-6	Active	6/16/2023	2/29/2024	9/30/2027
FY24 COPS Technology and Equipment Program Invitational Solicitation	Federal	15JCOPS-24-GG-02292	equipment for PD	Active	9/30/2024	3/9/2024	3/31/2026
FY24 Park and Recreation Development Fund (PARD)	State	Project Number 2023057	New River Trail Restroom Shelter	Active	5/8/2023	5/8/2023	5/8/2026
School Safety Program FY24 (School Resource Officer)	State	SR-076-C0702-24	SRO funding for six officers	Active	6/16/2023	7/1/2023	6/30/2024; extended until 12/31/2024 for final expenditures
FY24 State Appropriation Act	State	none	New River Linear Trail	Active	10/16/2023	10/16/2023	none
FY24 State Appropriation Act	State	none	Agility Course	submitted for closure	9/8/2023	9/8/2023	6/15/2024; extended until 6/15/2025
StimulateSC	State	2024SSC-01	DRCI Artificial Intelligence Training Program	submitted for closure	1/2/2024	1/15/2024	10/15/2024
National Opioid Guaranteed Political Subdivision Subfund	State	none	Opioid settlement money	Active	7/15/2024	7/1/2024	6/30/2025
School Safety Program FY25 (School Resource Officer)	State	SR-113-C0702-25	continued funding for six SROs	Active	8/6/2024	7/1/2024	6/30/2025
South Carolina Power Team Site Readiness Fund (SRF) Grant	Local	none	economic development for Buckwalter MCIP, Building A	Active	6/25/2024	11/13/2024	12/31/2025
FY25 State Appropriation Act	State	none	K9 program	Active	7/24/2024	7/1/2024	6/15/2025
Building Resilient Infrastructure and Communities (BRIC)	Federal		Historic District drainage	submitted 12/14/2023			36 months from date of award
Sen Graham appropriation FFY25 / National Park Service	Federal		New River Linear Trail ADA Enhancement Phase II	submitted 4/29/2024; look for Congress to pass appropriation legislation between Oct and Dec 2024			

	As of February 2025					
	Bluffton Police Department Benevolence Fund		Mayor's Stay Safe Bluffton Scholarship Fund		Town of Bluffton Parks & Public Art Fund	
	Feb. 2024	FY through Feb. 2024	Feb. 2024	FY through Feb. 2024	Feb. 2024	FY through Feb. 2024
Beginning Balance	\$ 108,019.41	\$ 100,846.75	\$ 21,245.04	\$ 16,140.72	\$ 3,883.16	\$ -
Contributions & Investement Activity						
Contributions to Fund	\$ 100.00	\$ 12,421.79	\$ -	\$ 4,834.53	\$ -	\$ 3,800.00
Interest & Dividend Income	183.99	1,884.90	36.16	334.12	6.60	54.87
Investment Income & Losses	-	1,239.48	-	200.58	-	34.89
Total Contributions & Investment Activity	283.99	15,546.17	36.16	5,369.23	6.60	3,889.76
Expenses						
Distributions - Grants	-	-	-	-	-	-
Distributions - Program Expenses	-	7,258.90	-	-	-	-
Fees - Administrative & Investment	-	795.77	-	132.86	-	-
Fees - Credit Card Processing	-	34.85	-	95.89	-	-
Total Expenses	-	8,089.52	-	228.75	-	-
Net Change to Fund Balance	\$ 283.99	\$ 7,456.65	\$ 36.16	\$ 5,140.48	\$ 6.60	\$ 3,889.76
Pending Contributions						
Total Pending Contributions		\$ -		\$ -		\$ -
Pending Expenses						
Total Pending Expenses		-		-		-
Projected Ending Balance		\$ 108,303.40		\$ 21,281.20		\$ 3,889.76

TOWN COUNCIL



STAFF REPORT
Human Resources Department

MEETING DATE:	April 8, 2025
PROJECT:	March 2025 Activity Report
PROJECT MANAGER:	Anni Evans, Director of Human Resources

Human Resources Summary:

New Hires: 1

Cinthia Mendieta
Title: Public Services Worker II – Grounds Maintenance
Start Date: March 20, 2025
Department: Public Services

Exits: 1

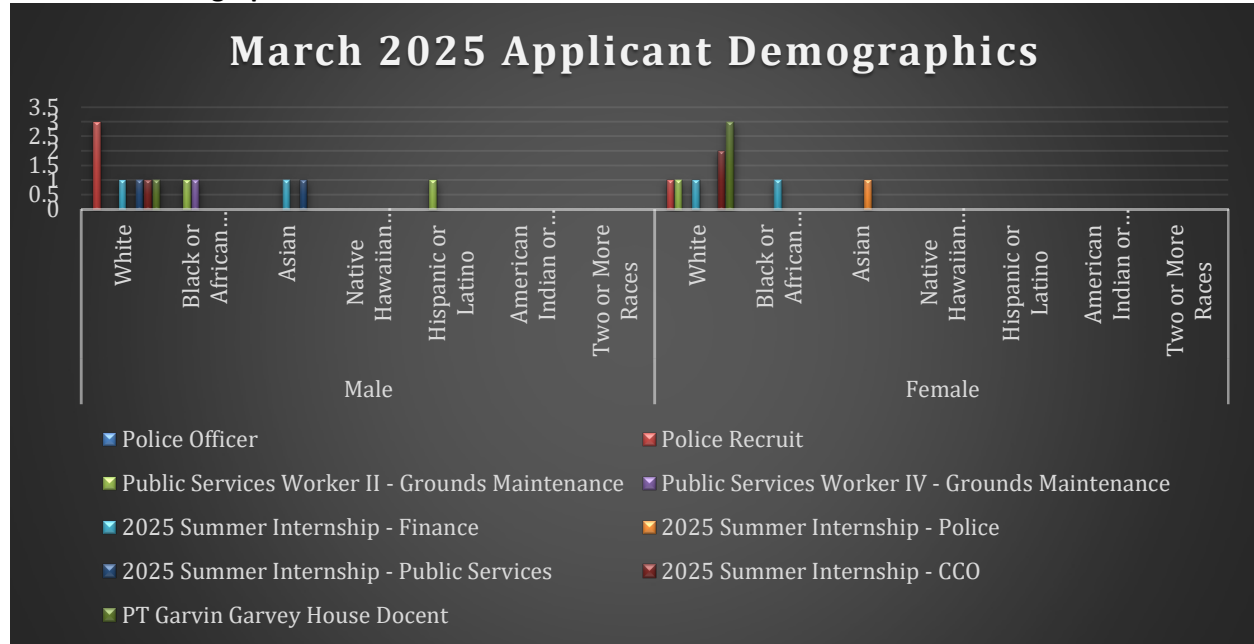
Jason Rodriguez
Title: Police Sergeant
Exit Date: March 5, 2025
Department: Police

Jobs posted:

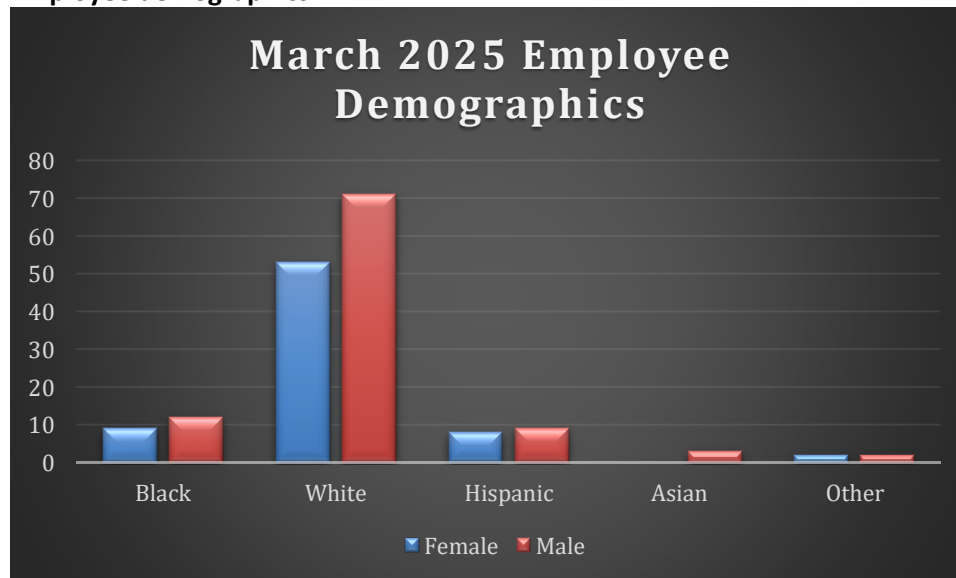
Police Officer
Police Recruit
Public Services II, IV Grounds Maintenance
Summer Intern (college and high school)
Part Time Garvin Garvey Docent

- Birthday/Anniversary Celebration – March 13: Hot Potato Bar
- Wellness Events:
 - Dodgeball game
 - Nutrition Presentation
- Cross Training Plans – implemented as part of FY25 Strategic Plan
- Internship 2025 Preparation
- Leadership Training: Round 2 for first-line supervisors or employees ready to take on more responsibilities
- Marines Transition Readiness Event
- Career Fair at Morris College (HBCU) 3/19
- Working with Bluffton Self Help on English classes for Spanish speaking employees
- Women’s History Month email campaign

Candidate demographics:



Employee demographics:



TOWN COUNCIL

STAFF REPORT
Municipal Court Department



MEETING DATE:	April 8, 2025
PROJECT:	February Activity Report
PROJECT MANAGER:	Lisa Cunningham, Clerk of Court

Court Summary

Town of Bluffton Municipal Court convenes every Tuesday morning. In February 2025 a total of five morning sessions. The Municipal Court currently has 354 cases pending which is a combination of 320 criminal/traffic cases, 19 jury trial requests, and 15 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 800 cases which is a combination of 25 pending and 775 disposed on the docket as of February 2025.

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 8 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 4 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 1 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 proccession 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 2 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.



Town of Bluffton Municipal Court

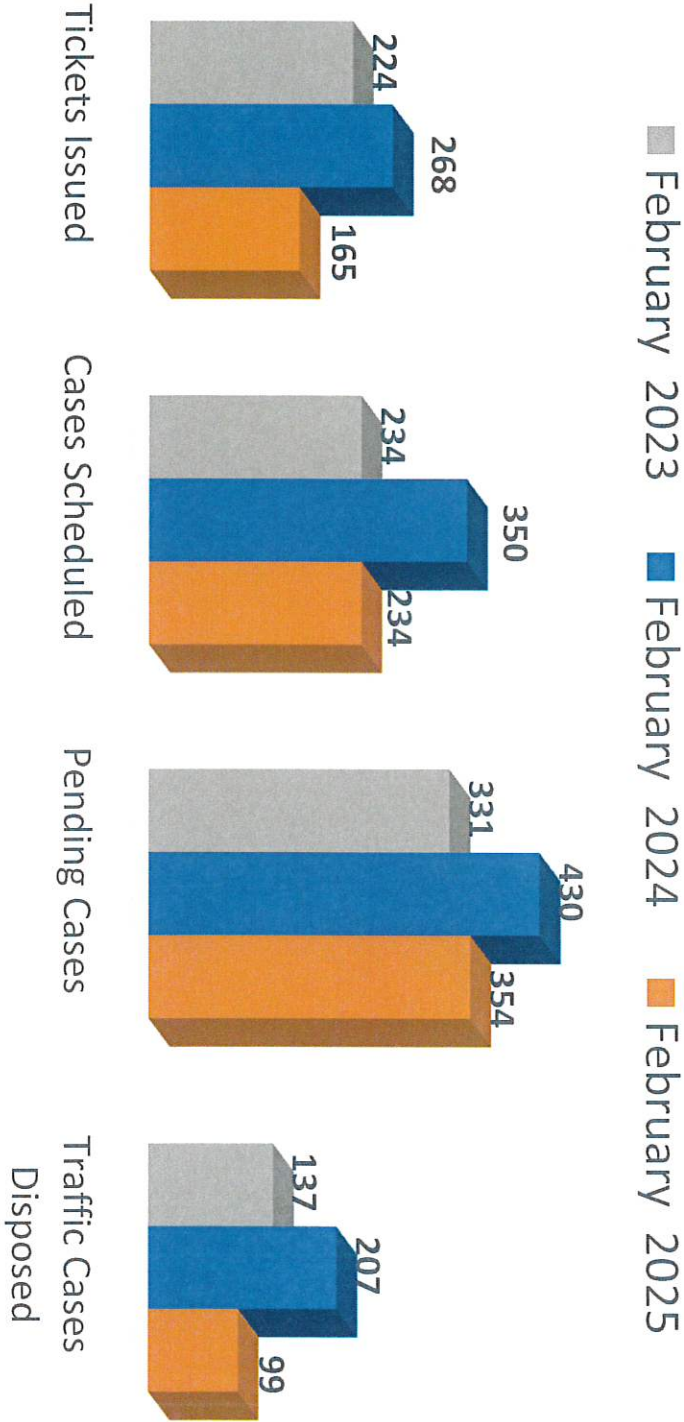
Statistics for February 2025

Presented by:

Lisa Cunningham, Clerk of Court

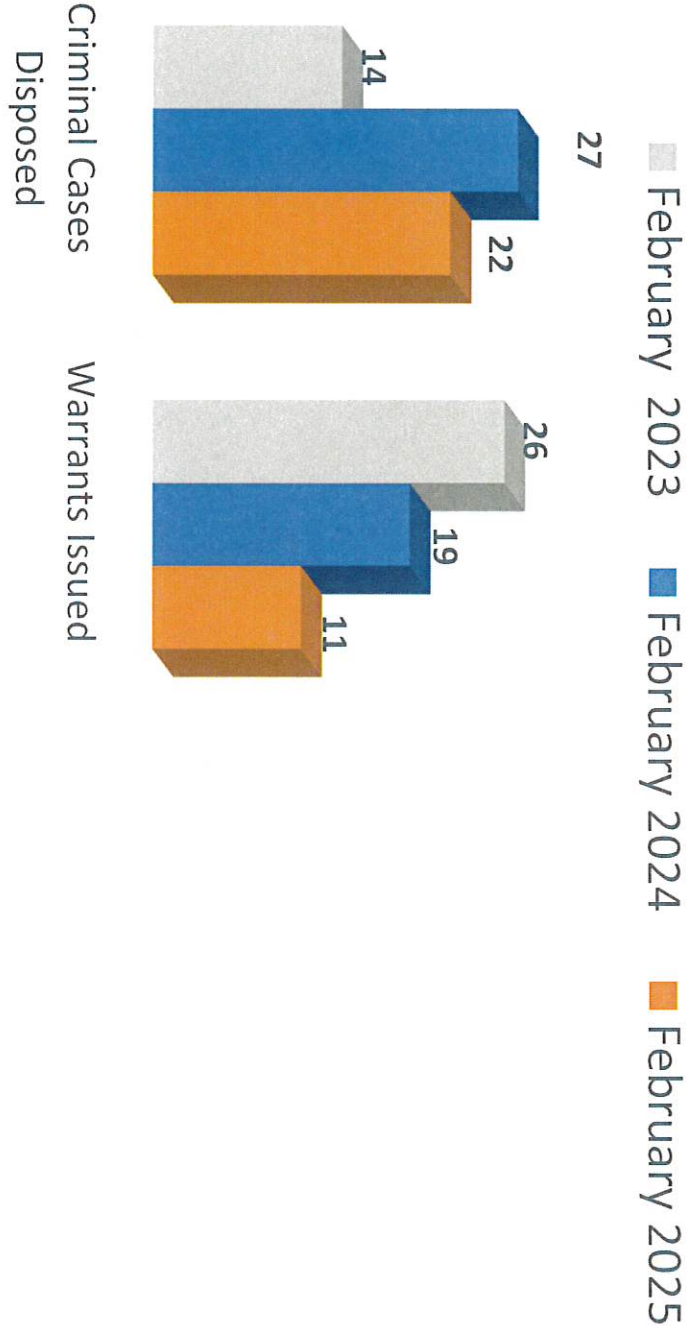


Town of Bluffton Municipal Court



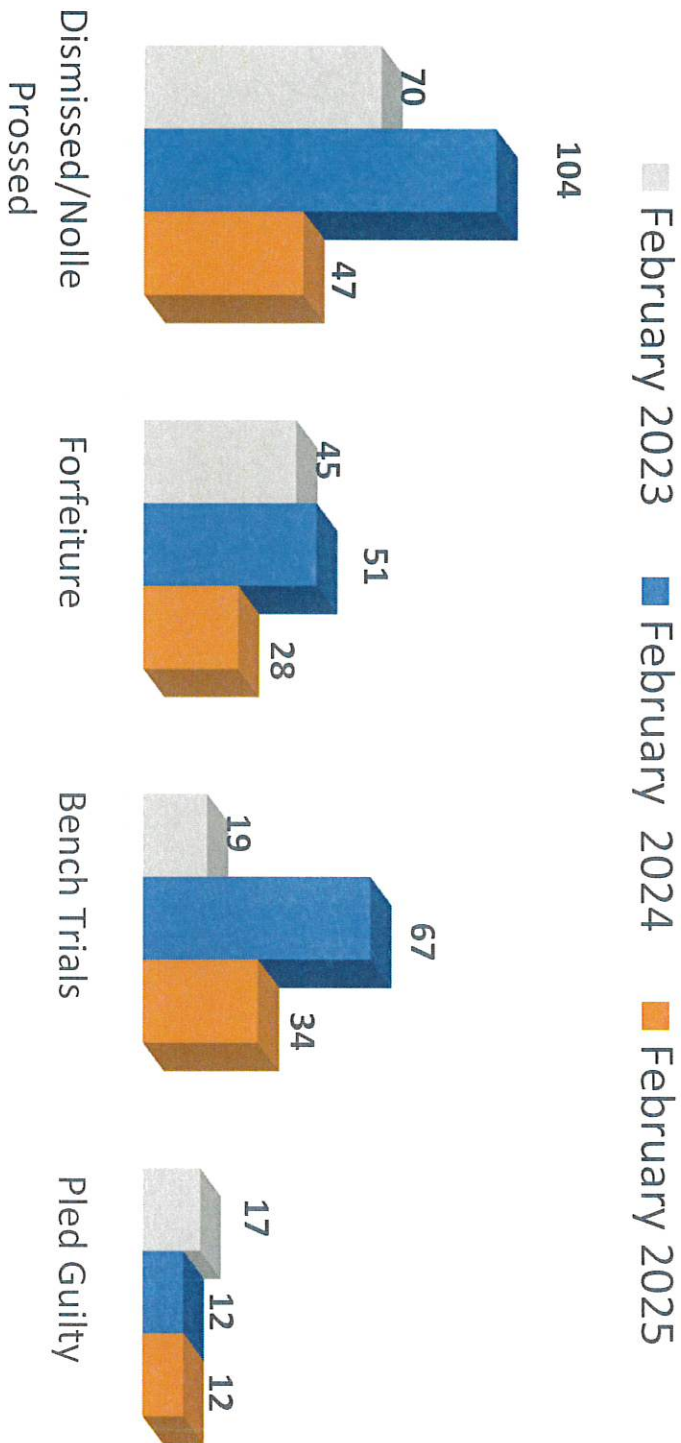


Town of Bluffton Municipal Court





Town of Bluffton Municipal Court





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:	April 8, 2025
SUBJECT:	Projects and Watershed Resilience Department Monthly Report
PROJECT MANAGER:	Kimberly Washok-Jones, Director of Projects and Watershed Resilience

CAPITAL IMPROVEMENTS PROGRAM (CIP) UPDATE

Administrative Update

- Jones and Maxwell were accepted to present the Town’s Septic to Sewer policy, program and projects at the National Center for Watershed Protection Annual Conference on 4/10/25.

PATHWAYS

1. **New River Linear Trail**
 - Bathroom, well, safety cameras, entry gate and permitting **completed**.
 - Central Electric Encroachment Permit approved at 3/11/25 Town Council meeting.
 - **Next Steps**
 - Executing agreement with Central Electric and Santee Cooper for cost sharing terms and bridge maintenance.
 - Bid package preparation ongoing.

SEWER & STORMWATER

1. **Buck Island-Simmons ville Sewer (Phases 5A-D)**
 - Sewer mainlines and laterals are constructed.
 - **Next Steps**
 - BJWSA completes review and accepts the system as their asset.
2. **Historic District Sewer Extension Phases 4 through 6 – Lawrence, Green and Water Streets**
 - Bids closed with two (2) submittals.
 - **Next Steps**
 - Contract approval at April Town Council.
3. **May River Watershed Action Plan Impervious Restoration Water Quality Projects**
 - Initial site investigations including geotechnical investigations and reports are complete for 8 of the 11 participating project sites.
 - Initial Property Owner contacts for 15 Additional Sites within municipal limits have been made and concept plan development is in process.
 - **Next Steps**
 - Preliminary design of each of the 8 original sites has been made, under review, and utilized for proposed FY26 CIP Projects.

- Adoption of Fee-in-Lieu as part of FY26 Master Fee Schedule.
- Collaborate with Director of Procurement for an agreement with BCSD to construct impervious restoration projects at school sites.

4. **Comprehensive Drainage Plan Improvements**

- Crooked and Guerrard Coves' stormwater assets inventory, condition assessment, field data processing and 2D Hydrologic/Hydraulic Model **completed**.
- Flow monitor data collected in each cove will be used to calibrate model.
- Final review of Individual Stormwater Asset Reports for Heyward Cove identifying results and needed work by asset owner (SCDOT, County, School District, Town and private) **completed**.
- **Next Steps**
 - Letter to accompany report to Asset Owners drafted for review, approval, and issuance.
 - Following Council feedback on 10/31/24 Strategic Planning, staff is developing the scope for assessment of the Rose Dhu Creek drainage area.

5. **Stoney Creek/Palmetto Bluff Sewer Partnership**

- BJWSA's 2022 updated cost-estimate for the project from BJWSA increased to \$7.2 million + contingencies.
- BJWSA is the Project Manager as the awardee of the RIA-SCIIP grant.
- **Next Steps**
 - BJWSA updates can be found at: <https://bjwsa.org/251/Go2Sewer-for-a-Cleaner-Stoney-Creek>.
 - BJWSA scheduled an update meeting for 4/3/25.

HISTORIC DISTRICT IMPROVEMENTS

6. **Boundary Street Lighting**

- Dominion **completed** installing street lighting on the west side of Boundary Street.
- **Next Steps**
 - Remove or relocate old Dominion pole-mounted lights.

7. **Bridge Street Streetscape**

- Stakeholder public meeting (3/6/25) and Montessori and Hargray meetings for Phase 2 **complete**.
- Lighting plan **complete**.
- **Next Steps**
 - Continue engineering design for SCDOT permitting.
 - Continue planning and design for underground power cost estimate.
 - Reply to DRC comments.

8. **Boundary Street Streetscape**

- Engineering design is 80% complete and submitted to agencies for review. Land disturbance permit approved by SCDES.
- Approved change order with Thomas and Hutton for additional structural design services for the Lawrence Street outfall.

- **Completed** geotechnical services with GHD for the Lawrence Street outfall.
- **Next Steps**
 - Evaluate alternative outfall locations at Green Street and Lawrence Street.
 - Continue coordinating with Dominion Energy to obtain underground power layout and facility locations.
 - Continue with engineering design and permitting.
 - Prepare easement exhibits and begin appraisals in FY25.
 - Construction begins FY26, subject to acquisition of required easements.

9. Calhoun Street Streetscape

- **Completed** ROW surveys.
- Preliminary engineering design is 45% complete.
- Received conceptual underground conversion plans from Dominion Energy.
- **Next Steps**
 - Continue 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 through FY25.
 - Prepare easement acquisition plats for Phase 1 in FY25 and begin easement acquisition.
 - Phased construction is planned to begin in FY27 pending budget approval and acquisition of all required easements.

10. 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 **completed**.
- Phase 2 design plans **completed** for the remainder of the Historic District.
- Town Council accepted Phase 2 easement donations on 10/8/24 and approved construction contract award on 12/10/24.
- Phase 3 analysis of areas outside the Historic District to identify sites for design complete.
- **Next Steps**
 - Schedule phase 2 construction.
 - Generate RFQu for Phase 3 design and construction drawings.

11. Pritchard Street Drainage Improvements

- Project scope includes streetscape elements, pedestrian connectivity, street lighting and traffic calming evaluation.
- Project Public Meeting held 10/24/24. Public meeting comments reviewed, finalized and update issued to Public Meeting attendees.
- **Next Steps**
 - Coordinate approval for proposed improvements with Beaufort County School District and Beaufort County on pool operation impacts.
 - Consultant responding to design and permit review comments for 100% design submittal.
 - Easement acquisition documents have been finalized, and easement acquisitions have been initiated.

- Follow-up/complete permitting submissions and bid document formulation.
- Continue street lighting agreement coordination with Dominion.

PARK DEVELOPMENT

1. Oyster Factory Park

- Civil construction and landscape of event area are **complete**.
- Ward Edwards providing bid documents for grading, drainage and paving for the food truck access drive.
- **Next Steps**
 - Prepare plans for the restroom expansion and other FY25 improvements.

2. Oscar Frazier Park

- Splash Pad opened in October 2024, and additional improvements are underway during winter of 2025.
- **Next Steps**
 - Complete additional improvements to the splash pad and pavilion.

3. New Riverside Barn/Park

- Barn framing and siding are **complete**. Doors, windows and roofing are installed. The mechanical rough-in are complete. Courtyard / firepit area have started.
- Playground ribbon cutting **completed** 2/22/25.
- **Next Steps**
 - Nix Construction to continue all the above.
 - Begin planning and design of PS maintenance facility in 2025.

4. Miscellaneous Park Improvements

- Shade sail installation **completed** at Buckwalter Place Park playground.
- **Next Steps**
 - Continue design of landscape and shade structure enhancements at various town parks in 2025.

5. Buckwalter Place Park Improvements

- Town Council approved construction contract 3/11/25.
- **Next Steps**
 - Construction scheduled through June 30.

TOWN FACILITIES AND MISCELLANEOUS PLANNING

1. Town of Bluffton Affordable Housing Project – The May

- Provide financial assistance to joint venture partner, WorkForce State of Mind, to plan, design, permit and construct 12 Affordable/Workforce Housing units at 1095 May River Road.
- Pre-construction meeting held 3/18/25.
- **Next Steps**
 - Staff continues to review progress and applications for payment.

2. Law Enforcement Center Facility Improvements

- PD **completed** improvements to evidence room.
- **Next Steps**
 - Further work pending results of space needs assessment by Creech and Associates.

3. Sarah Riley Hooks Cottage

- 95% construction drawings were completed by Barrier Island Engineering and JK Tiller.
- Presented plans for a pre-application meeting on 8/16/2024 and Public Project Review on 11/8/2024.
- **Completed** exempt plat approval and recording and lighting plan.
- **Next Steps**
 - Bid closes for the cottage restoration construction in FY25.
 - Begin site and landscape development construction in FY26.
 - Obtain TC approval of the lighting agreement from Dominion Energy.

4. Ghost Roads

- Surveying and easement exhibits are **complete**.
- Bridge Street, Pritchard, Colcock, Water, Pope and Allen Quit Claim Deeds are **complete**.
- **Next Steps**
 - Continue acquisition of remaining Quit Claim Deeds for Historic District Ghost Roads or have legal initiate quiet title proceedings.

5. Document Management

- RFP contract was awarded in March 2022 and electronic Document Management System (DMS) is live.
- **Next Steps:**
 - Historical documents for the remaining departments will transition through FY26.

6. Network Infrastructure

- Migration of Munis and Energov systems to a hosted environment **completed**.
- **Next Steps:**
 - Replacing more VMWare hosts.

WATERSHED MANAGEMENT UPDATE**1. Administrative Update**

- Watershed Management Division staff are assisting the Neighborhood Assistance Program (NAP) with organizing a white goods pickup in the Buck Island Simmonsville Neighborhood.
- The South Carolina Department of Natural Resources (SCDNR) provided a DRAFT May River Watershed Baseline Assessment Update Final Report. Some oyster contamination data has been delayed due to changes in federal policies. Staff are reviewing and compiling comments.

2. SC Department of Environmental Services 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 are working with the Director of Contracts and Compliance to update/calibrate the May River headwaters stormwater model.

4. Resiliency

- College of Charleston and SC Sea Grant provided the DRAFT Resiliency Analysis final report. Staff are compiling comments.
- The Shi Institute advertised a Shi Fellow to perform free work for the Town in the summer of 2025. This fellowship will support community engagement efforts to gauge the needs and interests of community members related to heat adaptation projects such as cooling centers, community solar projects, etc.
- Staff were notified that the Town was selected for technical assistance from South Carolina Forestry Commission and the Green Infrastructure Center Inc. to increase the Town's tree canopy inventory. Staff attended a mandatory webinar associated with this technical assistance on 3/6/25.
- Staff is coordinating with SC Sea Grant to discuss potential placement of a SECOORA water level sensor(s) on the May River.
- Resilience 101 training with the South Carolina Office of Resilience (SCOR) and Furman University's Shi Institute held 3/19/25.
- Wetlands and Resiliency Ordinances:
 - Task 1: Review of Town policies is underway.
 - Standing meetings with the South Carolina Environmental Law Project (SCELP) and South Carolina Environmental Law Center (SELC).

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

- The approved amendments to the Southern Lowcountry Stormwater Design Manual were made effective 4/1/25. Training held for engineers on 3/20/25.
- Staff drafted the 2024 MS4 Annual Report to submit to the South Carolina Department of Environmental Services (SCDES) in Spring of 2025.

6. MS4 Minimum Control Measure (MCM) - 1 Public Education and Outreach, and MS4 MCM – #2 Public Participation and Involvement

- Staff is planning for the May River Cleanup on 5/3/25.
 - The next May River Watershed Action Plan Advisory Committee (WAPAC) meeting will be held 4/24/25. Council and Senior Staff are invited to this meeting to hear presentations on the Resiliency Analysis and May River Baseline Assessment Update.
- Attachment 3

7. 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 Environmental Services (SCDES) 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. Samples were collected by SCDES

on 3/12/25. The human genetic marker was not detected in any of the samples collected Illicit Discharge Investigations – **Attachment 4e**

8. **MS4 MCM – #4 Construction Site Stormwater Runoff Control – Attachment 5**
9. **MS4 MCM – #5 Stormwater Plan Review and Related Activity – Attachment 6**
10. **MS4 MCM – #6 Good Housekeeping (Staff Training/Education)**
 - Lewis and Wright attended the National Water Quality Monitoring conference.
11. **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)
 - 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.
12. **Citizen Drainage, Maintenance, and Inspections Concerns Map – Attachment 7**
13. **Citizen Request for Watershed Management Services & Activities – Attachment 8**

Attachments

1. SCDES Shellfish Harvesting Monitoring Data Year-to-Date
 - a. SCDES May River Shellfish Harvesting Status Exhibit
2. May River Watershed Action Plan Implementation Summary
3. MS4 Minimum Control Measures #1 and #2 – WAPAC 2025 Schedule
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 – All Sources
 - d. Microbial Source Tracking Map – Human 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

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

	19-19				19-19A				19-19B				19-19C				19-24				19-16			
	2022	2023	2024	2025	2022	2023	2024	2025	2022	2023	2024	2025	2022	2023	2024	2025	2022	2023	2024	2025	2022	2023	2024	2025
	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)
December	33.0	33.0	NS		49.0	33.0	NS		17.0	7.8	NS		49.0	13.0	NS		6.8	7.8	NS		13.0	17.0	NS	
November	33.0	13.0	170.0		13.0	2.0	130.0		7.8	4.5	170.0		4.5	4.5	49.0		6.1	2.0	79.0		13.0	4.5	33.0	
October	23.0	33.0	49.0		46.0	23.0	17.0		13.0	17.0	13.0		23.0	33.0	2.0		11.0	2.0	11.0		14.0	6.8	17.0	
September	540.0	23.0	33.0		350.0	13.0	240.0		350.0	13.0	13.0		170.0	7.8	7.8		79.0	17.0	22.0		33.0	13.0	130.0	
August	23.0	23.0	33.0		23.0	49.0	23.0		11.0	6.8	23.0		13.0	13.0	49.0		17.0	23.0	49.0		11.0	2.0	13.0	
July	920.0	350.0	31.0		49.0	920.0	31.0		95.0	70.0	32.0		130.0	49.0	32.0		23.0	33.0	33.0		46.0	17.0	32.0	
June	13.0	14.0	7.8		4.5	7.8	7.8		11.0	23.0	6.8		2.0	13.0	4.5		1.8	33.0	2.0		9.3	13.0	2.0	
May	4.5	23.0	27.0		4.5	33.0	22.0		4.0	17.0	23.0		1.8	13.0	17.0		1.8	33.0	7.8		2.0	21.0	4.0	
April	4.5	170.0	49.0		4.5	130.0	17.0		1.8	110.0	17.0		2.0	70.0	4.0		1.8	NS	11.0		1.8	7.8	23.0	
March	33.0	23.0	49.0		23.0	49.0	31.0		2.0	17.0	11.0		4.5	17.0	4.5		2.0	17.0	22.0		2.0	17.0	4.5	
February	23.0	540.0	49.0	33.0	31.0	350.0	49.0	49.0	17.0	240.0	11.0	79.0	22.0	240.0	22.0	79.0	2.0	33.0	7.8	13.0	11.0	33.0	11.0	17.0
January	49.0	33.0	49.0	NS	22.0	33.0	23.0	NS	33.0	13.0	4.5	NS	7.8	33.0	4.5	NS	7.8	7.8	7.8	NS	7.8	4.5	2.0	NS
** Truncated GeoMetric Mean	40.0	38.0	39.0	41.0	28.0	30.0	30.0	36.0	18.0	17.0	16.0	19.0	14.0	16.0	14.0	15.0	9.0	9.0	10.0	14.0	9.0	8.0	10.0	10.0
** Truncated 90th Percentile	192.0	211.0	187.0	152.0	91.0	152.0	163.0	198.0	72.0	77.0	79.0	73.0	54.0	71.0	74.0	67.0	41.0	44.0	47.0	54.0	32.0	26.0	38.0	41.0

NS = No Sample

SCDES Regulatory Requirements:

Geometric Mean ≤ 14

90th Percentile ≤ 43

** Town staff calculations utilizing SCDES statistics

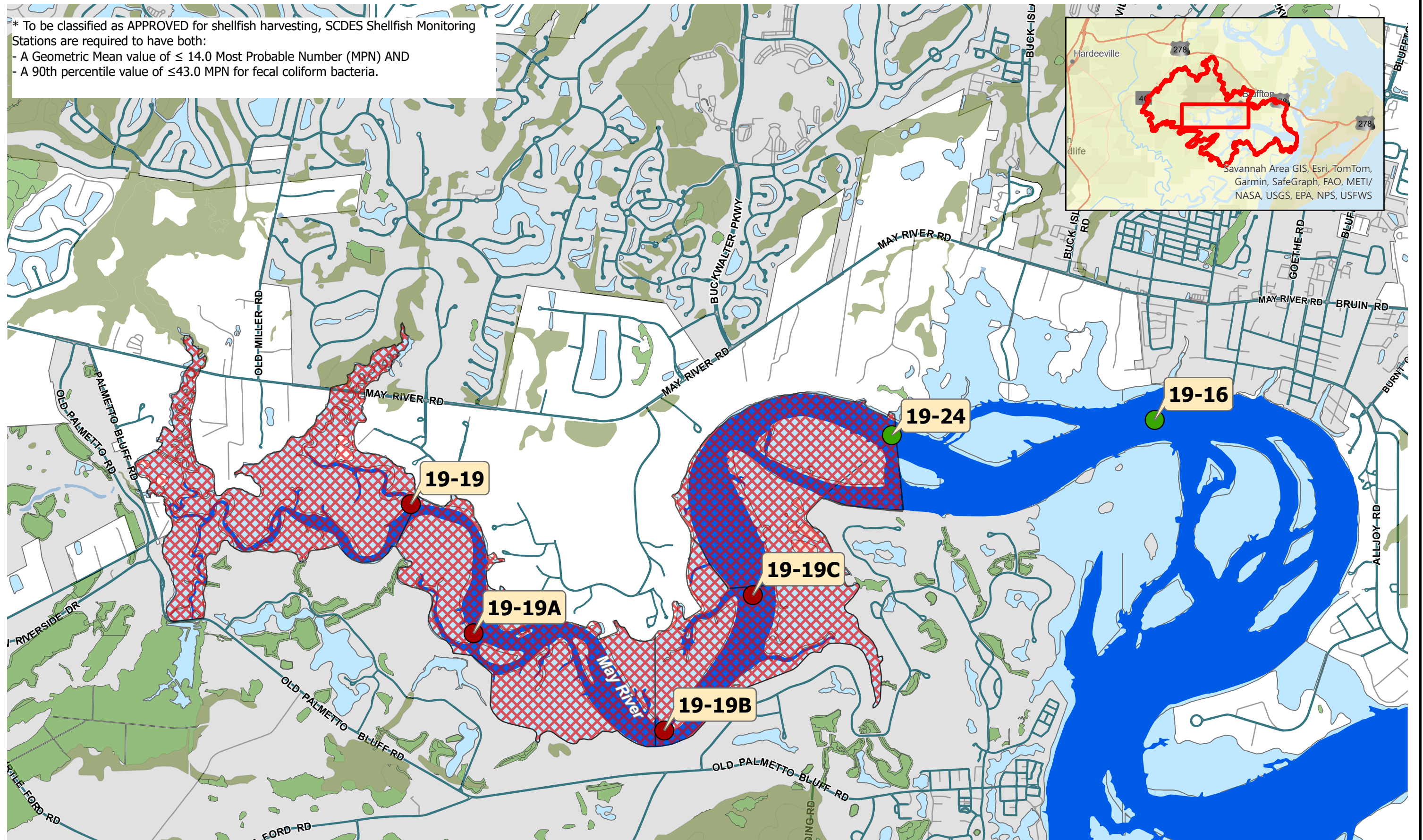
Note:


December 2024 ends the data collection period for 2025 shellfish harvesting season.

December 2025 ends the data collection period for 2026 shellfish harvesting season.

2024 fecal coliform data is part of the 2025 classification data collection period.

2025 fecal coliform data is part of the 2026 classification data collection period.

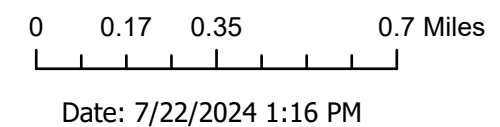


-  Town Bluffton Jurisdiction
  Water
 Beaufort County Jurisdiction
  Wetlands
 Restricted 2024/2025 Shellfish Season
  Open Shellfish Monitoring Station
 Streets
  Closed Shellfish Monitoring Station

Town of Bluffton

Beaufort County, SC

SCDES SHELLFISH HARVESTING STATUS



May River Watershed Action Plan Update & Modeling Report Implementation Summary

1. MRWAP Background

- *May River Watershed Action Plan Update & Modeling Report* (MRWAP) was completed November 2020.
- Town Council adopted the MRWAP as a supporting document to the Comprehensive Plan in February 2021.
- The Action Plan Update & Modeling Report included the development of watershed-water quality models (WQ Model) for the four (4) May River Headwaters subwatersheds (Stoney Creek, Rose Dhu Creek, Duck Pond, and Palmetto Bluff) where the shellfish impairments are located.
- The purpose of the modeling effort was to better understand fecal coliform (FC) fate and transport in the Headwaters subwatersheds to develop strategies ultimately intended to open all shellfish stations to harvesting. To capture the variety of storm events and environmental conditions, the Project Team developed a continuous simulation of both water quantity and quality.
- The MRWAP included new water quality improvement projects resulting from the WQ Model. Additionally, the potential fecal bacteria reduction benefits of septic to sewer conversion in the four (4) Headwaters subwatersheds were modeled.

2. Septic to Sewer Project Recommendations/Evaluations

Background:

- The MRWAP evaluated four (4) septic to sewer conversion projects 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.

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Update: Stoney Creek/Palmetto Bluff Sewer Partnership

- BJWSA's 2022 updated cost-estimate for the project from BJWSA increased to \$7.2 million + contingencies.
- BJWSA is the Project Manager as the awardee of the RIA-SCIIP grant.
- Next Steps:
 - BJWSA updates can be found at: <https://bjwsa.org/251/Go2Sewer-for-a-Cleaner-Stoney-Creek>.
 - BJWSA scheduled an update meeting for 4/3/25.

3. MRWAP Impervious Restoration Water Quality Projects

Task 1: MRWAP Eleven (11) Proposed Projects Background

- 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.
- Based on WQ Model outputs, these projects alone may potentially reduce FC loading by
 - 2.99×10^{14} FC reduction for the Full SWRv (entire sub-basin drainage area catchment).
 - 2.53×10^{14} FC reduction for the Reduced SWRv projects (impervious area drainage area of sub-basin catchment).
- The estimated 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.

Task 1: MRWAP Eleven (11) Proposed Projects Update

- Eleven (11) proposed project sites Rose Dhu Creek (6 projects) and Stoney Creek (5 projects):
 - All geotechnical work, evaluations, site assessments, planning and engineering is completed and preliminary Designs submitted.
 - 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).~~ **Declined to Participate.**
 - McCracken Middle School/Bluffton Elementary School (MMSBES).

- May River High School.
- ~~One Hampton Lake Apartments (OHLA).~~ **Declined to Participate.**
- Pritchardville Elementary School (PES).
- ~~Palmetto Pointe Townes (PPT).~~ **Declined to Participate.**

Task 2: Identify Fifteen (15) New Project Sites Background

- Identify 15 new project sites for Town of Bluffton Impervious Restoration/BMP Retrofit Projects.
- 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).

Task 2: Identify Fifteen (15) New Project Sites Update

- Concept design development for the sites identified below ongoing:
 - Dominion Energy Engineering Office
 - Rose Dhu Equestrian Center
 - St. Gregory Catholic Church/School
 - 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 Site determined to be not feasible, low cost/benefit.
 - 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)~~ **Declined to Participate**

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Task 3: MRWAP Impervious Restoration Policy Documents Background

- MRWAP 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. Internal review, discussion and comments of Updated Draft Policy Document was completed and submitted to Consultant September 10, 2023. Initial discussion of comments and the path forward was held November 3, 2023. Additional discussions with the consultant forthcoming.

Task 3: MRWAP Impervious Restoration Policy Documents Update

- Policy Document Formulation has been initiated and includes research of similar Programs Nationwide.
- Fee-in-Lieu Program Policy Document - completed and associated Fee-in-Lieu cost matrix finalized and presented to Town Council at their January 2025 Town Council Workshop. The Fee-in-Lieu Program Policy Document was adopted in conjunction with SoLoCo Stormwater Design Manual amendments at the March 2025 Town Council meeting.
- ToB CIP Project Impervious Restoration Program & incentives – Draft document in process.
- ToB SWrv Credit Trading Program - (under evaluation)

4. Other, Related MRWAP Recommendations

Background:

- The Town should incorporate volume reduction BMPs (those that encourage infiltration) within existing and future CIP projects to the maximum extent practical (MEP), especially for project locations with well-drained soils (HSG A or B).

Other, Related MRWAP Recommendations Update:

- Town is in progress of incorporating volume reduction BMPs within existing and future CIP projects to the MEP. Specific projects currently in progress include:

- Bridge Street Streetscape Project
 - Water quality monitoring has been completed
- Pritchard Street Drainage Improvement Project
 - 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.
 - 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.
 - Project anticipated to be advertised for construction in Spring 2025.

5. MRWAP Water Quality Program Recommendations Update

Background:

- Section 5.0 of the MRWAP included recommendations for the Town of Bluffton to improve upon their existing monitoring program (concentration and source typing) and flow.

MRWAP Water Quality Program Recommendations Update:

- 5.1.1 In-House Microbial Source Tracking:
 - Town continue to review the Town's MST Monitoring Program and data historical SCDES Shellfish Harvesting samples (preserved at the USCB MST Lab).
 - Staff will be implementing new markers in the May River Watershed in 2025.
- 5.1.2 Future (New) Bacteria Monitoring Locations & 5.1.3 Future (New) Water Flow Monitoring Locations
 - Town staff have finalized all bacteria and flow monitoring data collection efforts recommended in sections 5.1.2 and 5.1.3 of the May River Watershed Action Plan Model Report. These efforts aim to improve/calibrate the Town's stormwater model with a comprehensive dataset.
 - The scope to update/calibrate the Town's May River headwaters stormwater model has been completed. The Town is working with internal Finance staff on procurement.
 - The Town has Fiscal Year 2025 (FY25) funding for this work.



TOWN OF BLUFFTON MAY RIVER WATERSHED ACTION PLAN ADVISORY COMMITTEE 2025 Meeting Schedule

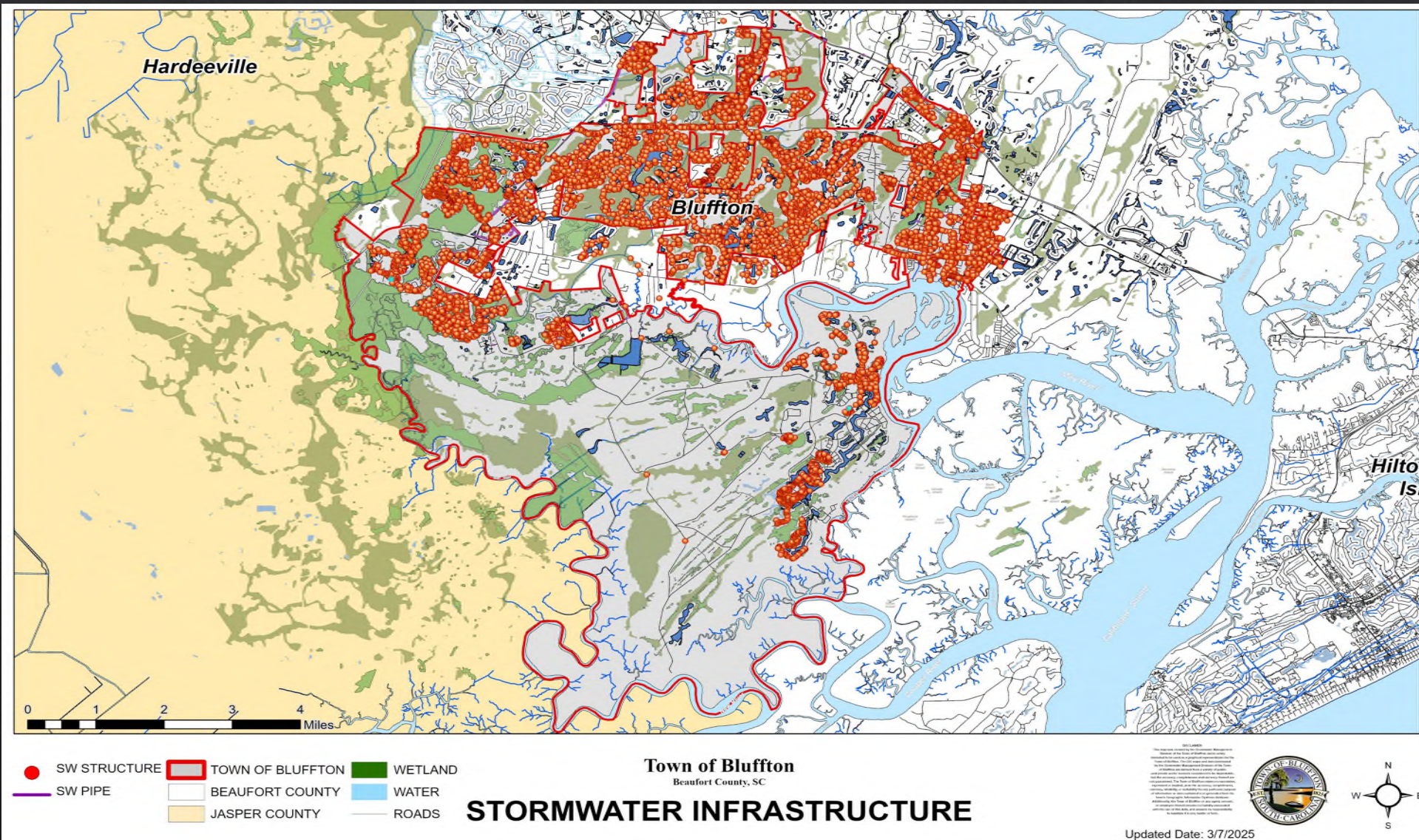
QUARTERLY MEETING DATES
January 23, 2025
April 24, 2025
July 24, 2025
October 23, 2025

REGULAR MEETINGS ARE HELD THE 4th THURSDAY OF THE MONTH AT 3:00 P.M.

Please Note:

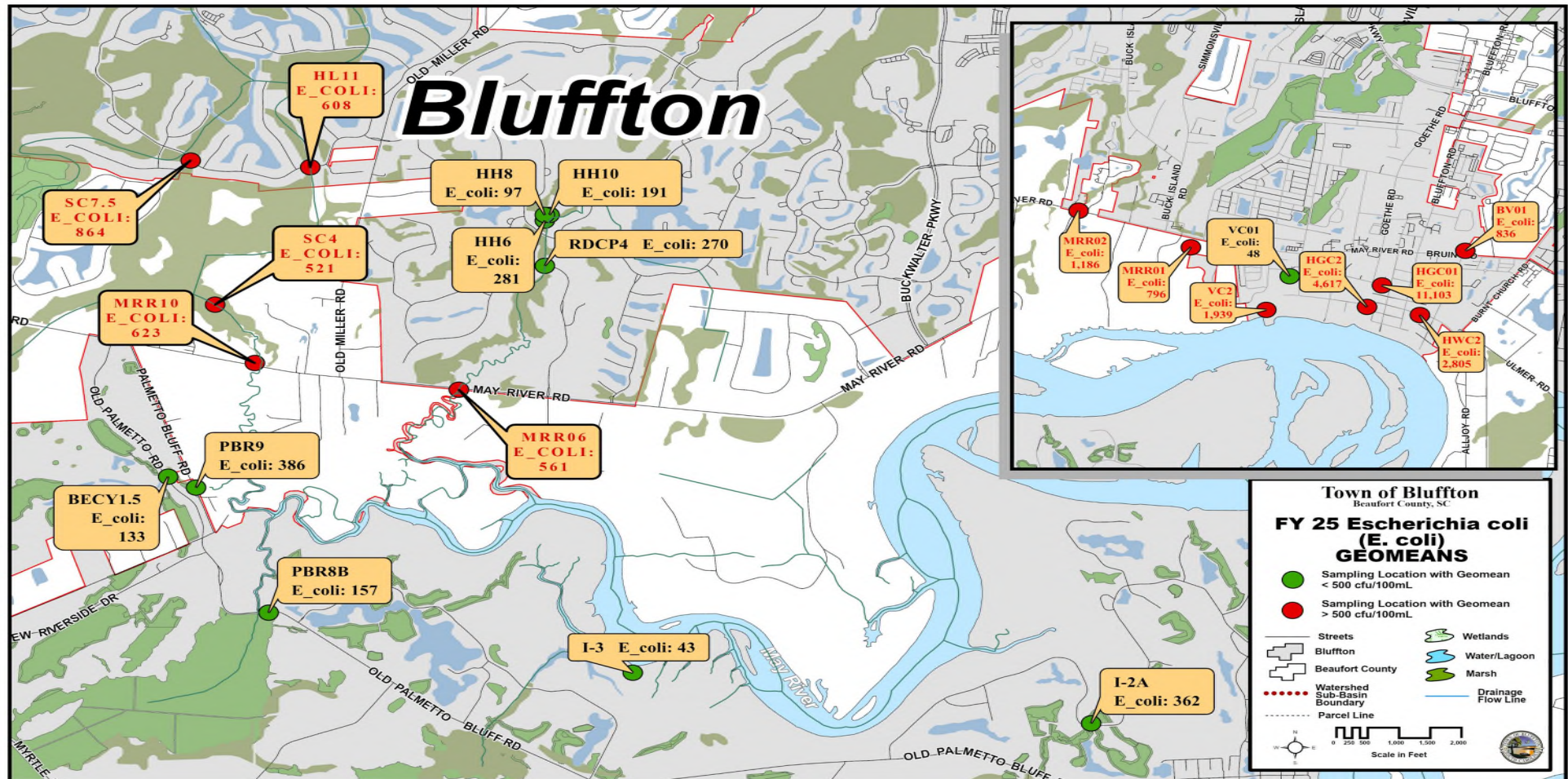
Meetings will be held on scheduled meeting dates unless otherwise advertised with FOIA compliance.

MS4 Minimum Control Measure #3 – IDDE (Illicit Discharge Detection & Elimination): Stormwater Infrastructure Inventory



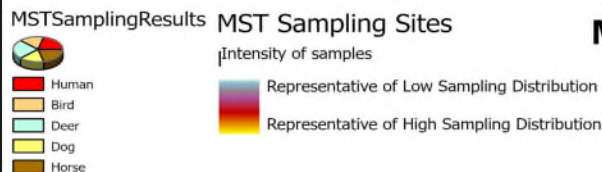
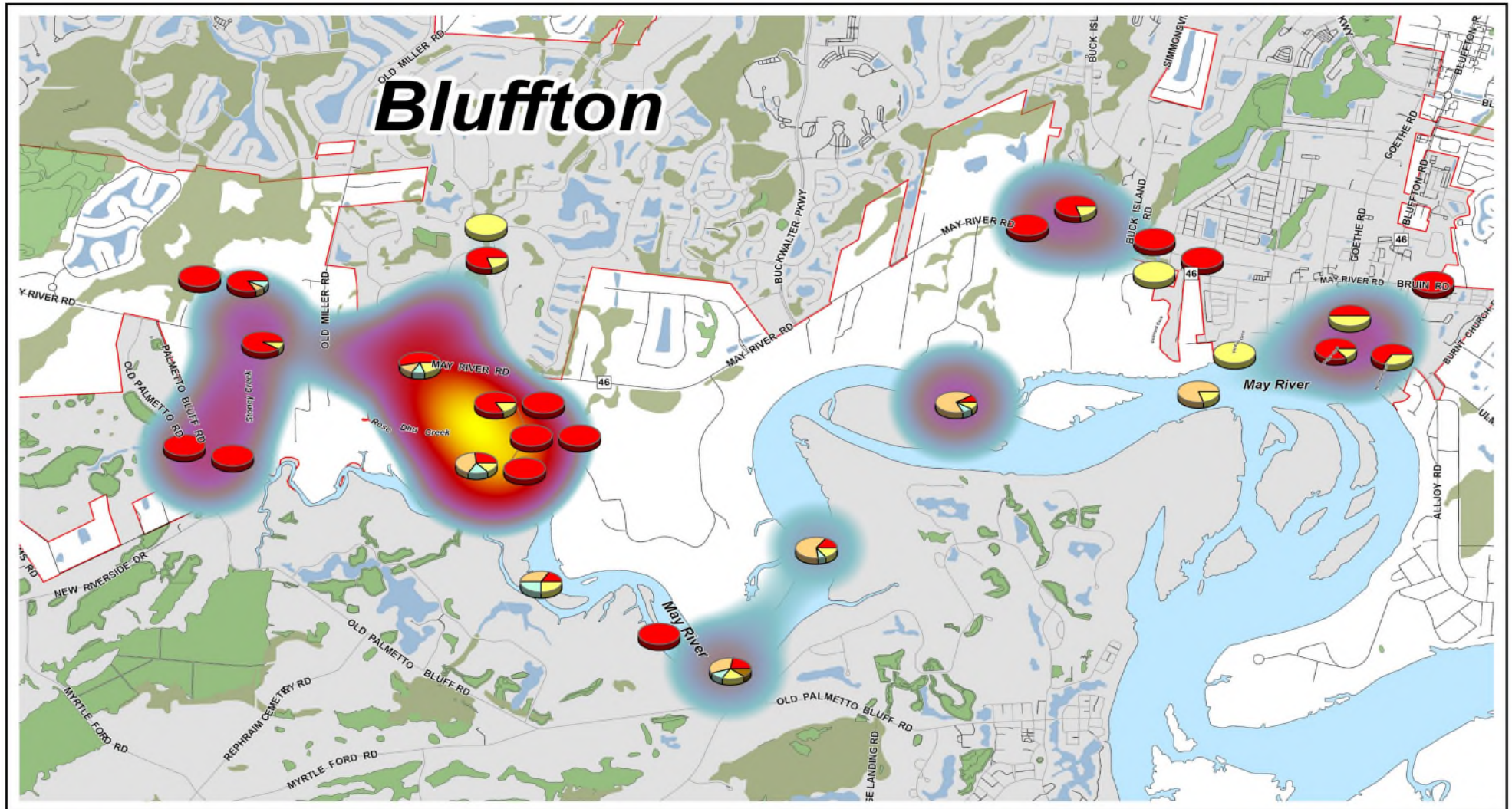
Stormwater Infrastructure Inventory Collection Status	
Collection Totals	17,963
FY 2025 YTD	729

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



	USCB Water Quality Samples	Microbial Source Tracking Samples	MS4 Quarterly Samples Collected
FY 2025 YTD Totals	389	75	161
FY 2024 Totals	620	62	209
FY 2023 Totals	584	108	108

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



MICROBIAL SOURCE TRACKING (MST) LOCATIONS

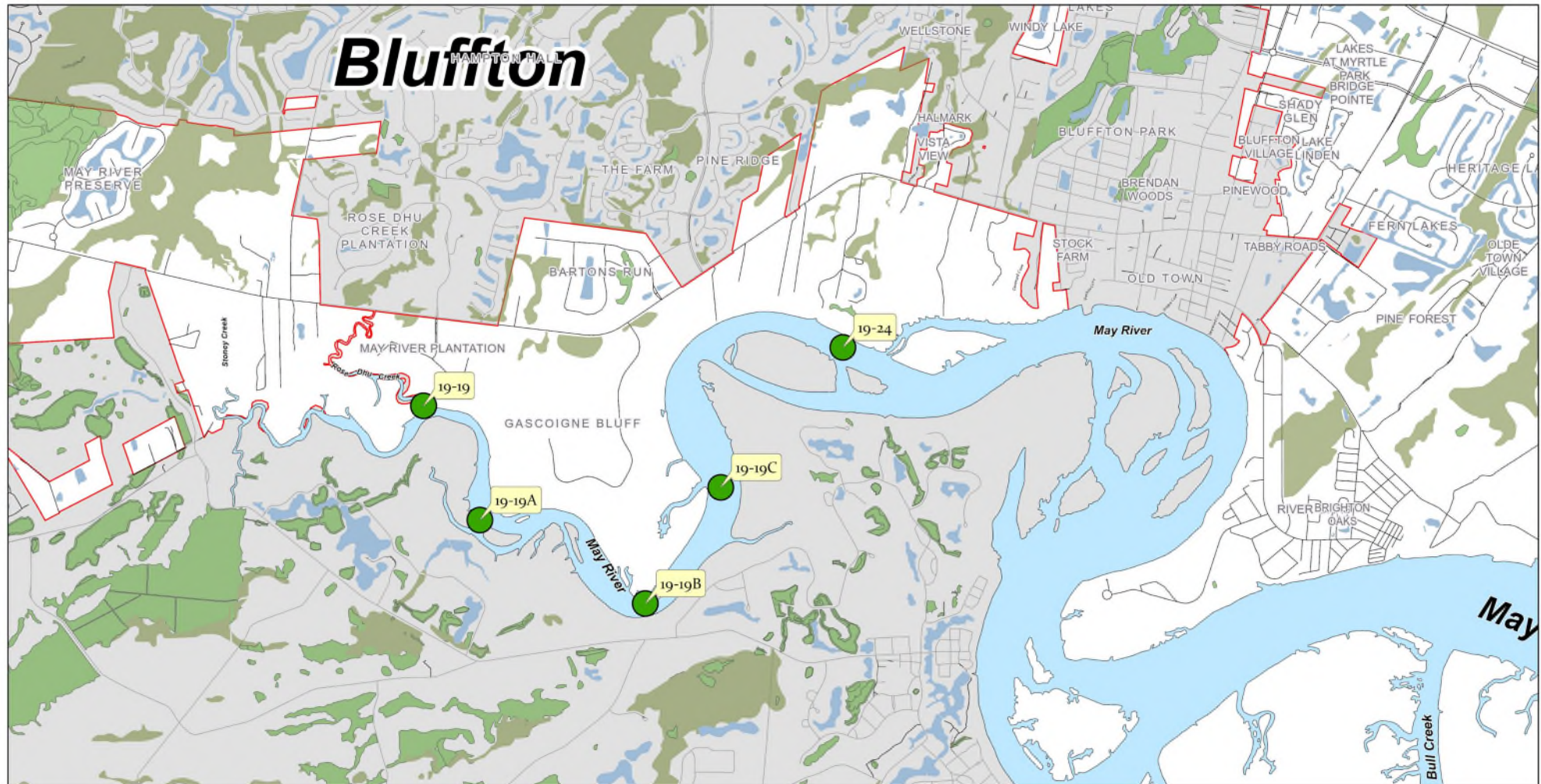
Samples at Sites With Positive Detection
and the Intensity of Positive Hits

Town of Bluffton
Beaufort County, SC



Updated Date: 3/7

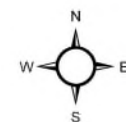
MS4 Minimum Control Measure #3 – IDDE: Microbial Source Tracking (MST) Map – Human Sources



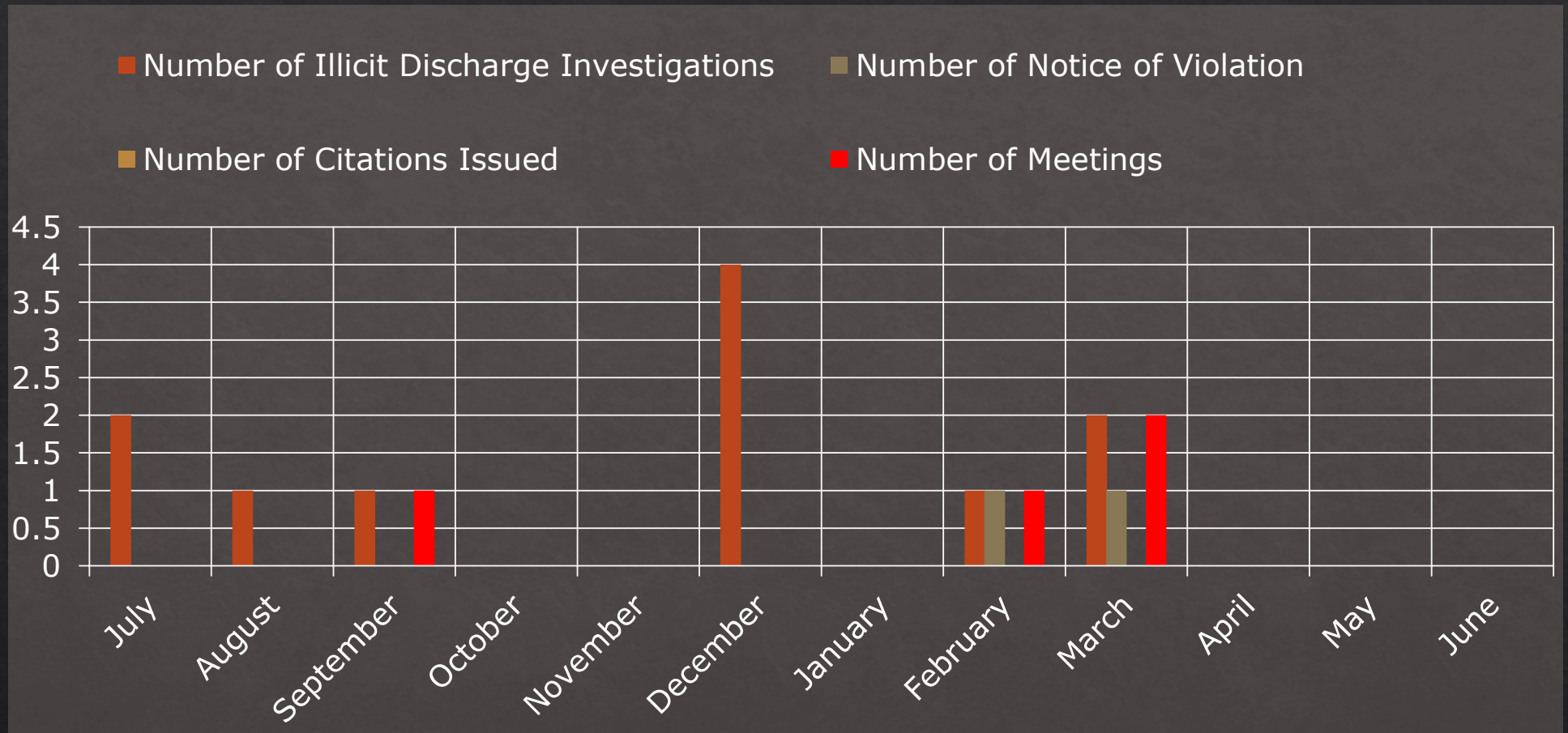
- MST Sampling Location Without Human Genetic Marker Detection
- MST Sampling Location With Human Genetic Marker Detection
- Flowline
- Street
- Town Jurisdiction
- County Jurisdiction

MICROBIAL SOURCE TRACKING LOCATIONS SCDES Sampling from March 12th, 2025

Town of Bluffton
Beaufort County, SC

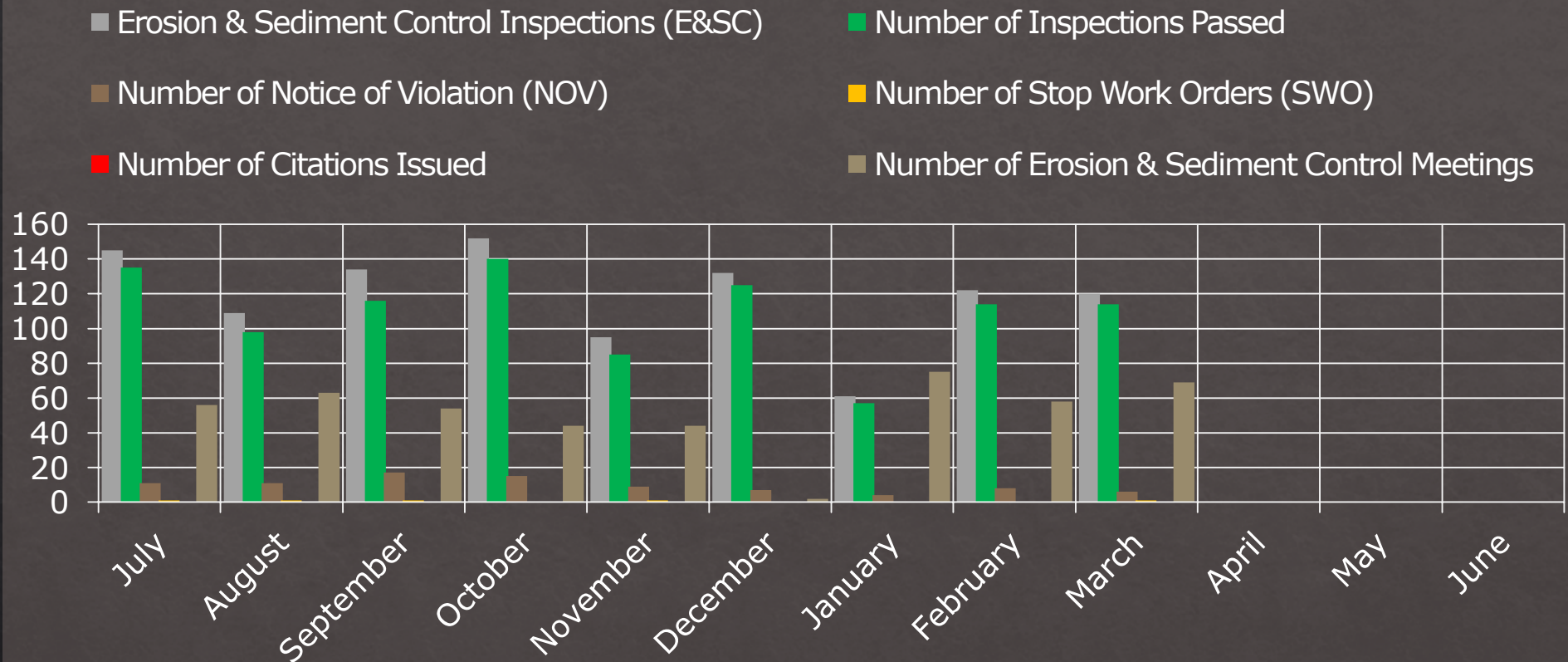


MS4 Minimum Control Measure #3 – IDDE: Illicit Discharge Investigations



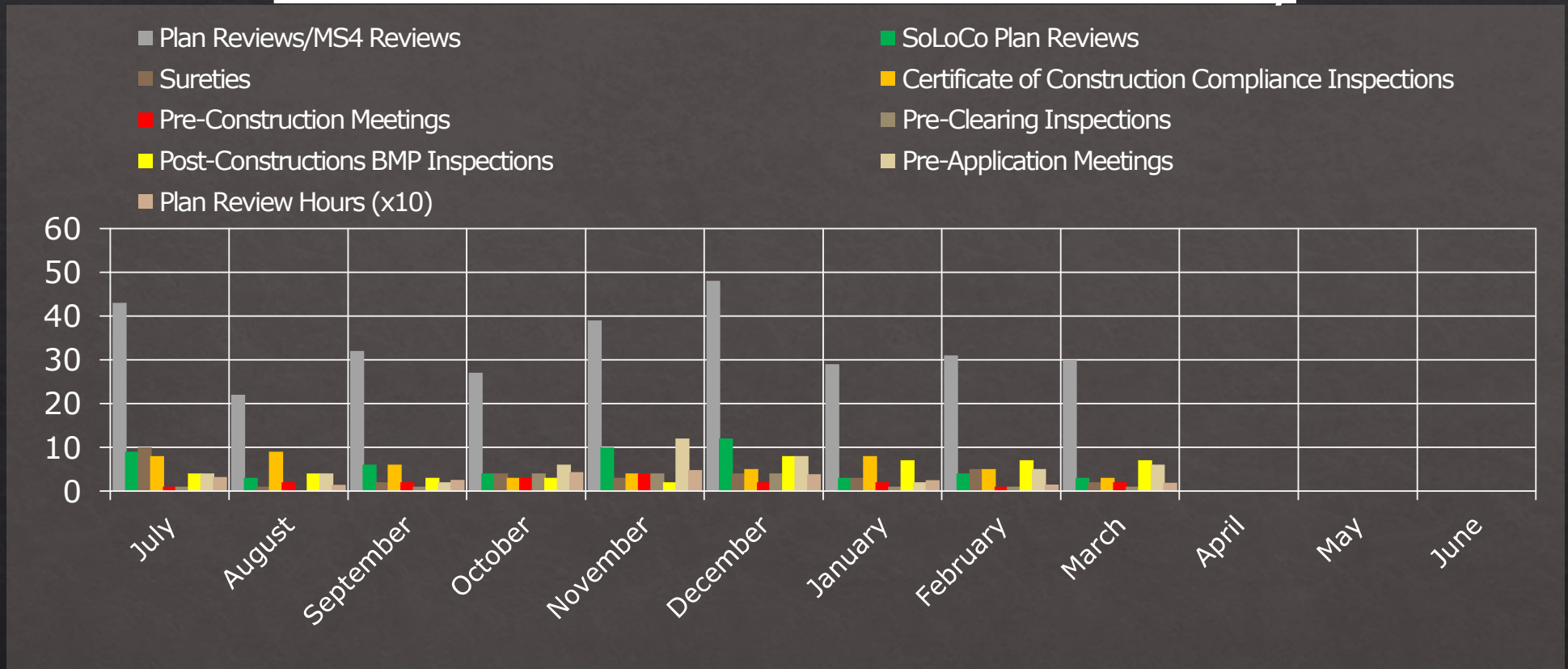
	Number of Illicit Discharge Investigations	Number of Notices of Violation Issued	Number of Citations Issued	Number of Meetings
FY 2025 YTD Totals	11	2	0	4
FY 2024 Totals	33	15	15	35
FY 2023 Totals	27	8	1	20

MS4 Minimum Control Measure #4 - Construction Site Stormwater Runoff Control



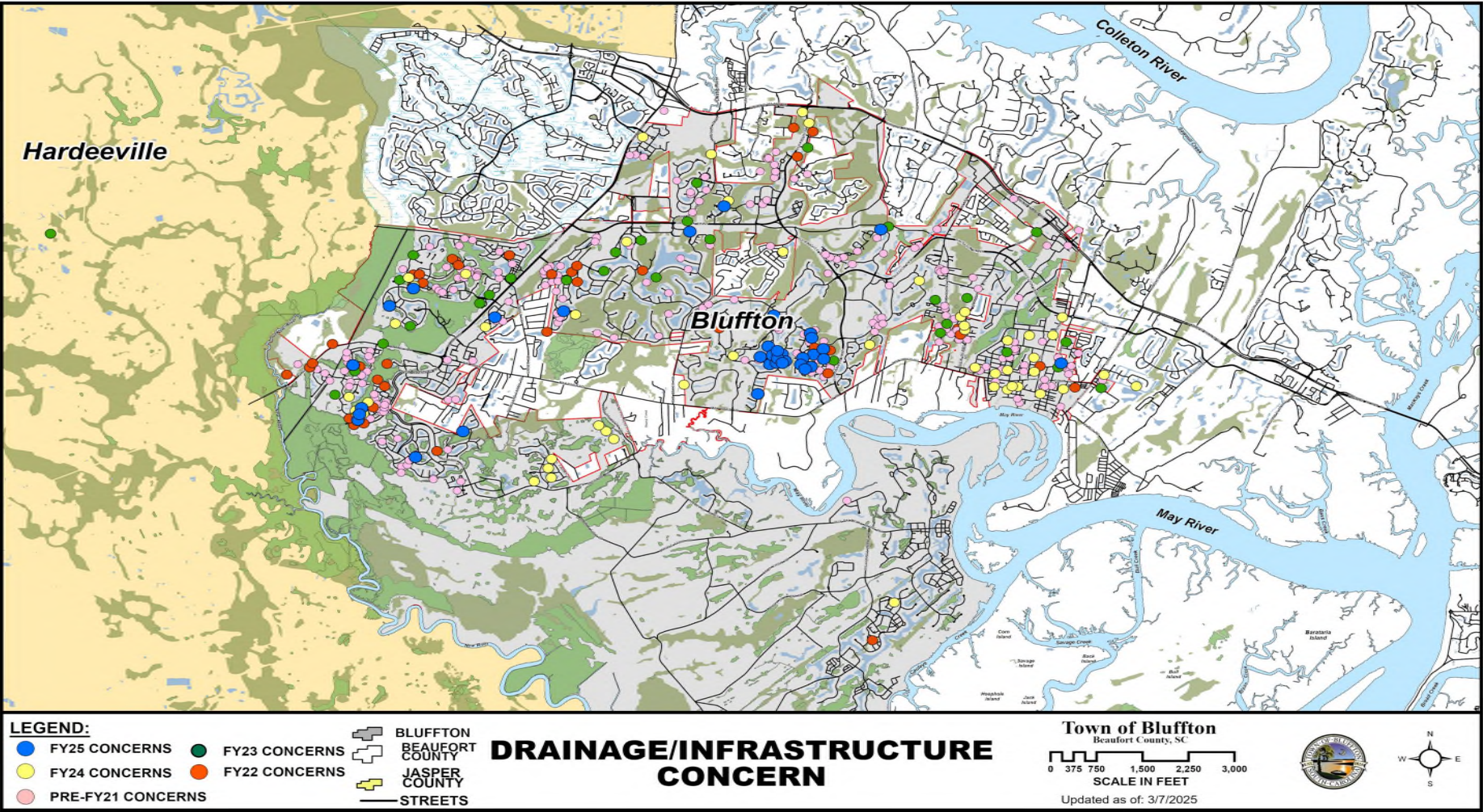
	Number of Sediment & Erosion Control Inspections	Number of Inspections Passed	Number of NOV's Issued	Number of SWO Issued	Number of Citations Issued	Number of E&SC Meetings
FY 2025 YTD Totals	1,070	984	88	5	0	465
FY 2024 Totals	1,875	1,767	103	10	0	526
FY 2023 Totals	2,321	2,030	266	26	0	51

MS4 Minimum Control Measure #5 Stormwater Plan Review & Related Activity



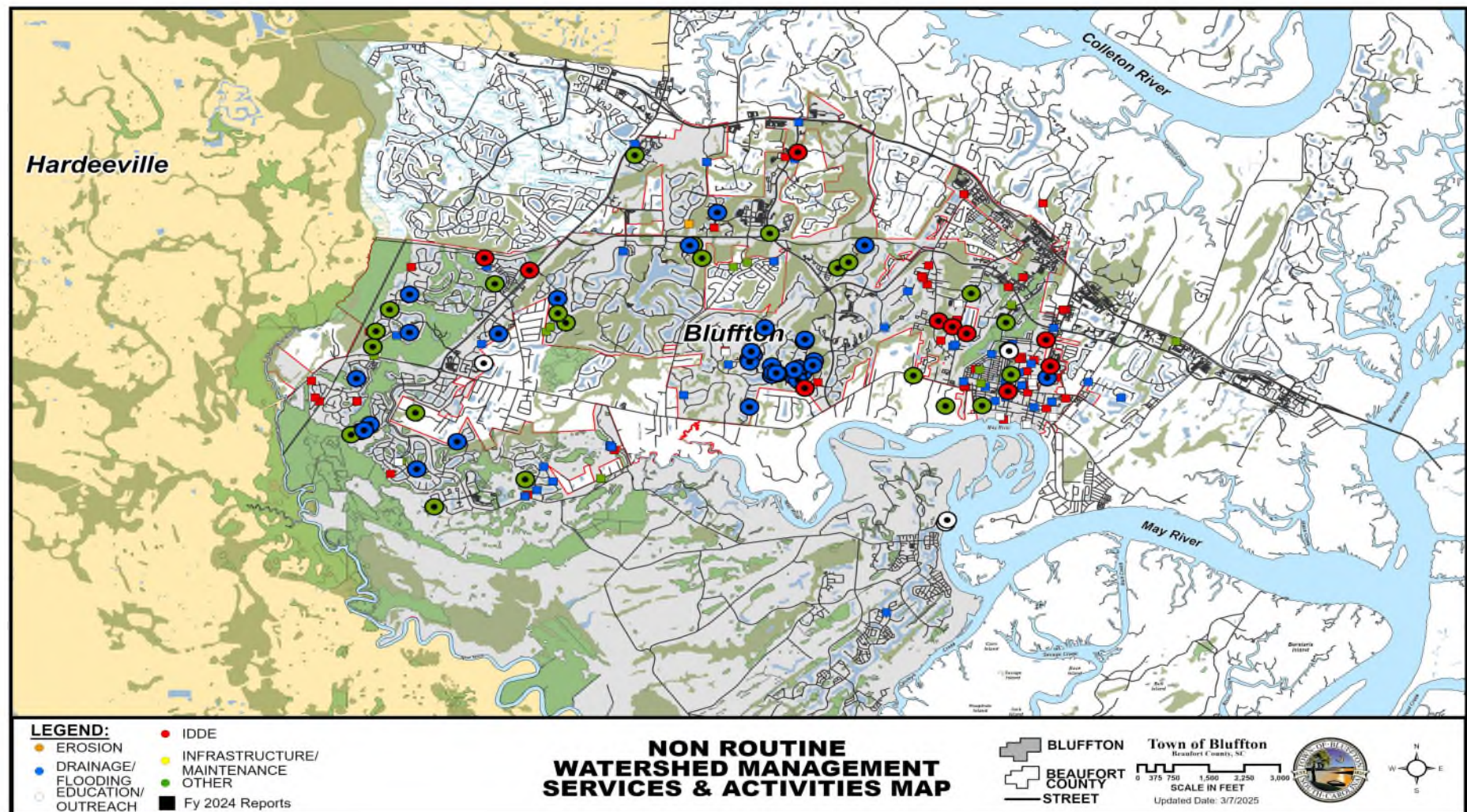
	Plan Reviews MS4 Reviews	SoLoCo Plan Reviews	Sureties	CCC Inspections	Pre-Construction Meetings	Pre-Clearing Inspections	Post Construction BMP Inspections	Pre-Application Meetings	Total Plan Review Hours
FY 2025 YTD	301	54	34	51	19	17	45	49	257 Hrs.
FY 2024 Totals	330	63	27	69	37	28	48	47	283 Hrs.
FY 2023 Totals	297	67	42	40	15	13	45	50	386 Hrs.

Citizen Drainage, Maintenance and Inspections Concerns Map



	Number of Drainage Concerns Investigated	Number of Meetings
FY 2025 YTD Totals	11	1
FY 2024 Totals	47	13
FY 2023 Totals	61	52

Citizen Request for Watershed Mngt. Services & Activities Map



	Number of Citizen Requests Investigated	Number of Meetings
FY 2025 YTD Totals	56	14
FY 2024 Totals	137	40
FY 2023 Totals	46	23

FY25
CIP Master Project Schedule



FY25
CIP Master Project Schedule



TOWN COUNCIL

STAFF REPORT

Public Services Department



MEETING DATE:	April 08, 2025
SUBJECT:	Public Services Department Monthly Report
DIRECTOR:	Larry Beckler, 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, Lawton St. and Colcock 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 and Sarah Riley.

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. ADDITIONAL ACTIVITIES

- Completed maintenance of retractable Bollards
- Quarterly service on Town Hall, LEC & Public Services Generators
- Signs for dead end roads in Old Town
- Quarterly maintenance on LEC water heater
- Repaired floor at LEC weight room
- Installed battery charger at Town Hall Generator
- Sign repairs and adjustments in Old Town
- Dragged and graded ballfield at Eagles Field
- Power washed and stained pavilion & train at Oscar Frazier Park
- 2026 Budget meeting with Executive leadership
- Worked on Employee Cross Training Plans
- Removed tree in Watershed parking lot
- Cleaned up minor vandalism at New Riverside Barn Park
- Signs for Alligator Warnings – New Riverside Barn Park
- Yearly fire extinguisher inspection & service
- Repaired Xylophone at Buckwalter Place Playground.
- Ansul system inspected and tested at Rotary Community Center kitchen
- Touch up paint Town Hall
- Wood repairs on Shrimp Boat playground @ DuBois Park
- Irrigation repairs at Eagles Field
- Attended Green Infrastructure Center Technical Assistance Canopy Mapping - Orientation Webinar
- Assisted with use of manlift for camera installations at New Riverside Barn Park
- Relocated golf cart to Welcome Center to receive new cart at Town Hall
- Minor vehicular accident with Kubota UTV.
- Ice machines serviced and cleaned at Town Hall, LEC, Watershed & Public Services
- Topped off fuel on generators at LEC, Public Services & Town Hall

- Quarterly HVAC service performed
- Installed new HC swing at Buckwalter Place Park
- Repaired & cleared barnacles off Calhoun St dock ladders
- Installed new Life Preserver Ring at Calhoun Street Dock
- Installed speed hump on Lawrence Street near crosswalk
- Completed end of probation paperwork for Dyer, Sandoval & Maldonado
- We have been Designated Tree City USA by the Arbor Day Foundation
- New bearing for merry go round received and installed at Buckwalter Place Park
- Pothole repairs on Goethe Rd & Pope Ln
- Installed counterweight on new flail mower
- New hire Cinthia Mendieta started
- Installed Pedestrian Crossing signs on May River Road

5. PREPPING FOR SPECIAL AND CIVIC EVENTS

- Set-up & support for following events:
 - Camillia Lecture -Squire Pope
 - Farmers Market- Martin Family Park
 - St Patty's events – Oyster Factory Park & Martin Family Park

6. Equipment Maintenance & Repair

- Completed street sweeper- On road and in use Street sweeper.

7. Training

- Staff completed weekly training topics
- Completed IT training

8. BEAUTIFICATION PROGRAM

- Quorum not met- Meeting Cancelled

9. ATTACHMENTS

- **Public Services Monthly Cost Report** – Attachment 1

Public Services Monthly Cost Reports – March 2025*(Cost Includes Labor and Equipment)*

ASSETS AND EVENTS	COST
FACILITIES	\$6,690.82
PARKS	\$14,742.38
ROADS AND TRAILS	\$3,488.31
SPECIAL EVENTS	\$196.50



Director's Report – Don Ryan Center for Innovation (DRCI)

March 2025

Overview:

The Don Ryan Center for Innovation (DRCI) continues its commitment to fostering entrepreneurship and business growth in Bluffton. March has been an active month, with new mentorship engagements, strategic meetings, and program advancements that further solidify DRCI's role in supporting innovation and economic development.

Entrepreneur Program Update

STARTUP Companies DRCI continues to attract and support new startups, with a strong pipeline of entrepreneurs actively engaging in our programs.

- **ChangePoint**
 - **OPFOB**
 - **Part of the Family**
 - **AMA Private Dining**
 - **Trisha Zerhung Fertility Consulting**
 - **Lisa Sulka Consulting**
 - ***New - Vital Bridge Wellness**
-
- Strong Pipeline: HR Consulting Company, Music Studio, Miler Orthodontics, Blasch, Bright Beginnings (May start)
 - Conducted a pre-diligence meeting with Emily Melious for potential inclusion in the STARTUP program
 - Met with Tom Rougeux about starting a new machine shop in Bluffton
 - Continued engagement with existing program companies to ensure their progression and success

TRADEUP Companies:

The TRADEUP program, designed to help tradespeople transition into business ownership, continues to expand.

- **Revival Renovations**

GROWTH Companies:

Supporting established businesses in their expansion efforts remains a priority for DRCI.

- **Bluffton Electric**
- **Delta Roofing**
- **Hardee Greens (Graduated STARTUP and is now in Hardeeville GROWTH Program)**
- **Simply Stated**
- **Nexus Business Technology**
- Simply Stated featured on QVC again, further increasing brand visibility
- Continued engagement with program companies to provide necessary support and guidance

THRIVE Companies

Successfully launched the new THRIVE program: Two recent graduates from the GROWTH Program have moved to THRIVE providing opportunity for our graduating GROWTH companies to continue to engage with the Don Ryan Center in a meaningful way to promote long term sustainability and success.

- **Universal Bookkeeper**
- **Beachside Tire**
- **Noble Hearts Human Resources**

Mentor Program**Mentorship Network:**

DRCI is strengthening its mentor network to provide valuable guidance to entrepreneurs.

- Held a new mentor phone call with Mary Wright
- Conducted mentor meetings with new mentors John Clarke and Evan Welsh
- Met with two additional potential mentors for program expansion

Economic Development Update

- Met with Boys and Girls Club of the Lowcountry to discuss potential space in the new DRCI building
- Checked in with Trey Scott from The Goddard School—confirmed progression on Washington Square location connected him TOB Growth Management. Began process for EDIP grant program
- Fielding interest for first-floor office space in the new building
- Miscellaneous communication with EDIP grant recipient, Encompass
- Participated in BCEDC presentation of grant check for CIS Instruments

Operations, Events and Meetings:

- Hosted and spoke at Beaufort County Senior Leadership Day
- Updated job description for Innovation Manager
- Worked with TOB HR to create job description for Director, Special Projects.
- Paul Arvantides attended leadership events in Columbia for two days as part of the Bluffton/HHI Chamber Leadership Program
- Working on new AI service, “SpeedBuild”. Sourcing supply chain for fulfillment
- Toured the new DRCI building
- Attended the Bluffton Regional Business Council meeting
- Presented at the Greater Bluffton Chamber’s “Know Your Benefits” monthly meeting
- Hosted SC Cyber Academy for two days
- Gave a speech at the USCB Business Chapter
- Attended an initial DRCI budget meeting with executive staff and finance
- Lunch with Board Member Jim Biggs to discuss DRCI initiatives
- Conducted a marketing meeting with Sage Thorsen
- AI training session with Councilman Dan Wood
- AI brainstorming sessions with various mentors

Partnerships

Key Collaborations:

- **Hardeeville:** Meeting with Josh Gruber and Neil Parsons. Overview of 2024 and ongoing discussions for 2025 plans
- **BlacQuity:** We continue to be open to opportunities for collaboration
- **Beaufort County Economic Development Corporation:** Ongoing collaboration on multiple impactful projects including collaboration

- **Greater Bluffton Chamber:** Participated in numerous ribbon cuttings, showcasing the growth and expansion of local businesses and attended. Continuing to host lunch and learns for the GBCC and represented DRCI at their monthly Member Benefits Meeting
- **Hilton Head – Bluffton Chamber:** Attended several groundbreakings and ribbon cuttings, and working an AI Education Series with the Chamber. Paul is in the Leadership Program for 2025 and DRCI is hosting their meetings at The HUB. Engaged with the HHI Chamber Military & Business Alliance at The HUB
- **SBAC:** Paul Arvantes is a member of this board
- **Hispanic Business Association of the Lowcountry:** Ongoing membership, no new events
- **Beaufort County Airport Board:** David Nelems is a member of this Board
- **Beaufort Digital Corridor:** David Nelems is a member of this Board



GROWTH MANAGEMENT UPDATE

April 8, 2025

1. Town Council Appointed Boards/Commissions/Committees/Citizen Group Meetings:

- a. **Planning Commission:** March 26, 2025, meeting agenda attached. Next meeting scheduled for Wednesday, April 23, 2025.
- b. **Historic Preservation Commission:** March 5, 2025, meeting agenda attached. Next meeting scheduled for Wednesday, April 2, 2025.
- c. **Board of Zoning Appeals:** March 4, 2025, cancellation notice attached. Next meeting scheduled for Tuesday, April 1, 2025.
- d. **Development Review Committee:** March 5, 12, 19 & 26, 2025, meeting agendas attached. Next meeting scheduled for Wednesday, April 2, 2025.
- e. **Historic Preservation Review Committee:** March 10, 17 & 31, 2025, meeting agenda attached. March 3 & 24, 2025 cancellation notices attached. Next meeting scheduled for Monday, April 7, 2025.
- f. **Construction Board of Adjustment and Appeals:** March 25, 2025, cancellation notice attached. Next meeting scheduled for Tuesday, April 22, 2025.
- g. **Affordable Housing Committee:** March 6, 2025, meeting agenda attached. Next meeting scheduled for Thursday, April 3, 2025.

2. Community Development / Affordable Housing Committee Work Program:

The budget for the Neighborhood Assistance Program for FY 2025 has been approved at \$400,000 by Town Council. An additional \$144,000 was added to the budget by a grant awarded to the program by Beaufort Jasper Housing Trust on August 22. That brings the 2025 fiscal year budget to \$544,000.

Twenty-five homes have received home repairs at a total of \$224,112 and one job encumbered for \$11,020.

Seven homes have been serviced for septic pump outs or plumbing services at a total of \$3,463.

One home has been serviced for tree service at a total of \$450.00

One home has been demolished due to Hurricane Helene at a total of \$4,200.

Three homes are currently being worked on.

Four homes are waiting on estimates to be submitted.

Three homes will be visited in the week of March 24.

ATTACHMENTS:

1. Planning Commission meeting agenda for March 26, 2025.
2. Historic Preservation Commission meeting agenda for March 5, 2025.
3. Board of Zoning Appeals cancellation notice for March 4, 2025.
4. Development Review Committee meeting agendas for March 5, 12, 19, & 26, 2025.
5. Historic Preservation Review Committee meeting agenda for March 10, 17 & 31, 2025, and cancellation notices for March 3, & 24, 2025.
6. Construction Board of Adjustments and Appeals cancellation notice for March 25, 2025.
7. Affordable Housing Committee meeting agenda for March 6, 2025.
8. Building Permits and Planning Applications:
 - a. Building Permits Issued FY 2018-2025 (to March 24, 2025).
 - b. Building Permits Issued Per Month FY 2018-2025 (to March 24, 2025).
 - c. Value of Construction FY 2018-2025 (to March 24, 2025).
 - d. New Single Family Residential Building Permits Issued Per Month FY 2018-2025 (to March 24, 2025).
 - e. New Single Family Residential Building Permits Issued by Neighborhood FY 2018-2025 (to March 24, 2025).
 - f. New Single-Family Certificates of Occupancy Issued by Neighborhood FY 2018-2025 (to March 24, 2025).
 - g. New Commercial Construction/Additions Heated Square Footage FY 2018-2025 (to March 24, 2025).
 - h. Planning and Community Development Applications Approved FY 2018-2025 (to March 24, 2025).
 - i. Multi Family Apartments Value FY 2018-2025 (to March 24, 2025).
 - j. Multi Family Apartments Square Footage FY 2018-2025 (to March 24, 2025).
 - k. Multi Family Apartments Total Units FY 2018-2025 (to March 24, 2025).
9. Planning Active Application Report



Planning Commission Meeting

Wednesday, March 26, 2025 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 [BCTV](#), on Sparklight 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 MINUTES

1. February 26, 2025 Minutes

V. PUBLIC COMMENT

VI. OLD BUSINESS

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

VII. NEW BUSINESS

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

2. **32 Bruin Road (Development Plan Application):** A request by Daniel Keefer of Witmer Jones Keefer, Ltd., on behalf of James Atkins of ABPAL, LLC for approval of a Preliminary Development Plan. The project proposes two commercial lots, including an existing office and a maximum 1,200 SF accessory structure on Lot 1, and an approximate 3,000 SF two-story office/retail build and maximum 1,200 SF accessory structure on Lot 2, parking and associated infrastructure. The property is zoned Neighborhood General - Historic District (NC-HD) and consists of approximately 1.22 acres identified by tax map number R610 039 000 0274 0000 and located on the corner of Bruin Road and Pritchard Street. (DP-12-24-019469) (Staff - Dan Frazier)
3. **Parkway Corners (Initial Master Plan Application):** A request by Jake Reed of University Investments, LLC, for approval of an Initial Master Plan application for seven contiguous parcels located Southwest of the intersection of Buckwalter Parkway and Bluffton Parkway within the Buckwalter Planned Unit Development consisting of 114.55 acres that will include 21.7 upland acres of commercial/mixed use development and 47.0 upland acres of medical/commercial development. (MP-01-25-019524) (Staff - Dan Frazier)
4. **BCSD River Ridge Academy Annexation (PLANNING WORKSHOP - NO ACTION):** Consideration of an Ordinance Related to Property Owned by Beaufort County School District Consisting of a Total of 24.12 Acres, More or Less, Located at 1105 Bluffton Parkway and Identified by Beaufort County Tax Map Nos. R600-029-000-011A-0000, R600 029 000 1736 0000 and R600-029-000-0034-0000 for Annexation into the Town of Bluffton (Staff - Dan Frazier)
5. **BCSD River Ridge Academy Rezoning (PLANNING WORKSHOP - NO ACTION):** Consideration of Ordinances Related to Property Owned by Beaufort County School District Consisting of a Total of 53.81 Acres, More or Less, Located at 3050 River Ridge Drive and Identified by Beaufort County Tax Map Nos. R610 029 000 0012 0000 and R610 029 000 0084 0000 (Staff - Kevin Icard)

VIII. DISCUSSION

IX. ADJOURNMENT

NEXT MEETING DATE: Wednesday, April 23, 2025

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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:*

<https://www.townofbluffton.sc.gov/FormCenter/Town-15/Public-Comment-60>

Public comment is limited to 3 minutes per speaker.



Historic Preservation Commission Meeting

Wednesday, March 05, 2025 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 [BCTV](#), on Sparklight 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. ADOPTION OF MINUTES

1. February 5, 2025 Minutes

V. PUBLIC COMMENT

VI. OLD BUSINESS

VII. NEW BUSINESS

1. **Certificate of Appropriateness:** A request by Tony Crosetto (Tony Quality Trades), on behalf of owner, Steve Thomas, for review of a Certificate of Appropriateness – Historic District to allow the rehabilitation of a 1,930 SF single-family residence (Tax Parcel R610-039-00A-0116- 0000) in the Old Town Bluffton Historic District and zoned Neighborhood Center-HD. The structure, known as the “Allen Lockwood House,” was included in the Bluffton Historic District, listed in the National Register of Historic Places in 1996 and designated as a Contributing Resource to the Old Town Bluffton Historic District in 2008. (COFA-02-25-019582)(Staff - Glen Umberger)

VIII. DISCUSSION

1. Historic District Monthly Update. (Staff)

IX. ADJOURNMENT

NEXT MEETING DATE: DAY, MONTH DAY, YEAR

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<https://www.townofbluffton.sc.gov/FormCenter/Town-15/Public-Comment-60>

Public comment is limited to 3 minutes per speaker.



PUBLIC NOTICE

The Board of Zoning Appeals (BZA)
Meeting scheduled for

Tuesday, March 4, 2025 at 6:00 p.m.

Has been CANCELED
due to a lack of agenda items.

The next meeting is scheduled for Tuesday,
April 1, 2025.

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



Development Review Committee Meeting

Wednesday, March 05, 2025 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
<https://www.townofbluffton.us/permit/>

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT

IV. OLD BUSINESS

V. NEW BUSINESS

1. **Palmetto Bluff Block M4 Pump Station (Subdivision):** A request by Drew Lonker of Thomas & Hutton on behalf of Palmetto Bluff Uplands, LLC for approval of a Subdivision application. The project consists of the subdivision of the pump station and creation of a relocatable access and utility easement to the site. The pump station site and relocatable easement are 0.057 acres and 0.201 acres, respectively. The property is zoned Palmetto Bluff PUD identified by tax map number R614 057 000 0001 0000 and located on Rockrose Road. (SUB-01-25-019559)
(Staff - Dan Frazier)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, March 12, 2025

“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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Public comment is limited to 3 minutes per speaker.



Development Review Committee Meeting

Wednesday, March 12, 2025 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
<https://www.townofbluffton.us/permit/>

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT

IV. OLD BUSINESS

V. NEW BUSINESS

1. **New River Forest (Development Plan Amendment):** A request by Witmer Jones Keefer, Ltd on behalf of Q New River Forest Holdings for approval of a Final Development Plan Amendment. The proposed amendment consists of the addition of a maintenance shed, additional visitor parking, a dog park, and a New Riverside Park connection to the existing community. The property is zoned New Riverside Planned Unit Development (PUD) identified by tax map number R610 036 000 3697 0000 within the New River Forest subdivision. (DPA-01-25-019570) (Staff – Dan Frazier)
2. **149 Simmonsville Road (Subdivision):** A request by Jason Frazier on behalf of Benjamin Frazier for the approval of a Subdivision application. The project consists of the subdivision of a single lot into three lots with associated access and utility easements. The property is zoned Residential General (RG) identified by tax map number R600 031 000 0168 0000 and consists of approximately 0.91 acres located on Simmonsville Road. (SUB-02-25-019578) (Staff - Dan Frazier)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, March 19, 2025

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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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Public comment is limited to 3 minutes per speaker.



Development Review Committee Meeting

Wednesday, March 19, 2025 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
<https://www.townofbluffton.us/permit/>

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT

IV. OLD BUSINESS

V. NEW BUSINESS

1. **Crowne at Buck Island (Development Plan):** A request by Carey Levow of Crowne at Buck Island, Limited Partnership for approval of a Final Development Plan application. The project consists of an four multi-story buildings containing a 200 units with associated open space, amenities, parking, and stormwater infrastructure. The property is zoned Light Industrial and consists of approximately 10.11 acres identified by tax map number R610 039 000 0180 0000 located at 412 Buck Island Road. (DP-09-22-017188) (Staff - Dan Frazier)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, March 26, 2025

“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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Public comment is limited to 3 minutes per speaker.



Development Review Committee Meeting

Wednesday, March 26, 2025 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
<https://www.townofbluffton.us/permit/>

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT

IV. OLD BUSINESS

V. NEW BUSINESS

1. **Chase Bank - Belfair Village (Development Plan Amendment):** A request by Dynamic Engineering Consultants, PC on behalf of owner Jane Cooper, LLC for approval of a Development Plan Amendment. The project consists of the renovation of the existing restaurant to a bank with drive through, and associated parking, landscaping, and infrastructure. The property consists of 0.77 acres identified by tax map number R610 031 000 1085 0000 within the Belfair Planned Unit Development. (DPA-02-25-019598) (Staff - Dan Frazier)
2. **Cornerstone Church - New Riverside Campus (Development Plan):** A request by Sturre Engineering on behalf of Cornerstone Church for approval of a Preliminary Development Plan application. The project consists of site improvements to accommodate a new assembly hall and offices for church operations including stormwater, parking and associated infrastructure. The property is zoned Agricultural (AG) and Rural Mixed Use (RMU) and consists of approximately 41.3 acres identified by tax map number R610 036 000 0014 0000 and located south of May River Road approximately 600 feet east of Stardust Lane. (DP-02-25-019597) (Staff - Dan Frazier)
3. **Midpoint at New Riverside Amenity (Development Plan):** A request by Sam Bellock of Pulte Home Company for the approval of a Final Development Plan. The project consists of an amenity center, swimming pool, playground, pickle ball courts, and associated site infrastructure. The property is zoned New Riverside PUD and consists of approximately 3.5 acres identified by tax map number R610 044 000 0012 0000 and located at Mint Meadows

and Sea Glass Lane within the Midpoint at New Riverside Master Plan. (DP-08-24-019315)
(Staff - Dan Frazier)

4. **Parcel 11A (Development Plan):** A request by Jake Reed on behalf of University Investments, LLC for approval of a Preliminary Development Plan application. The project consists of two commercial buildings with associated infrastructure. The property is within the Buckwalter PUD consists of approximately 8.8 acres identified by tax map number R610 030 000 0116 0000 and located at east of Buckwalter Parkway south of Buckwalter Towne Boulevard. (DP-02-25-019603) (Staff - Dan Frazier)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, April 2, 2025

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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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Public comment is limited to 3 minutes per speaker.*



PUBLIC NOTICE

THE HISTORIC PRESERVATION REVIEW COMMITTEE (HPRC)

Meeting scheduled for

Monday, March 3, 2025 at 4:00 P.M.

has been CANCELED
due to lack of agenda items.

The next meeting is scheduled for
Monday, March 10, 2025.

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



Historic Preservation Review Committee Meeting

Monday, March 10, 2025 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

1. **75 Bridge Street:** A request by Ed Johns, Jr. (LowCountry Custom Built Homes), on behalf of owners, Jim and Julie Lewellyn, for review of a Certificate of Appropriateness - HD to allow the construction of a 2-story main residence of approximately 3,412 SF and a 2-story Carriage House of approximately 1,196 SF located at 71 Bridge Street in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD. (COFA-11-24-019447) (Staff – Charlotte Moore)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Monday, March 17, 2025

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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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<https://www.townofbluffton.sc.gov/FormCenter/Town-15/Public-Comment-60>

Public comment is limited to 3 minutes per speaker.



Historic Preservation Review Committee Meeting

Monday, March 17, 2025 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

1. **1 Head of the Tide:** A request by Robert L. Graves, III (Graves Construction), Applicant, on behalf of Jason Alexander, Property Owner, for review of a Certificate of Appropriateness - HD to allow the expansion of an existing single-family detached residence to include the addition of a shed roof and porch enclosure, located in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD district. (COFA-02-25-019607) (Staff – Charlotte Moore)
2. **41 Stock Farm Road:** A request by Dylan and Amanda Mingard, applicants and property owners, for review of a Certificate of Appropriateness - HD to allow the construction of a 1-story Carriage House of approximately 792 SF, as well as a breezeway to connect the Carriage House and main structure, located in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD. (COFA-02-25-019610) (Staff – Charlotte Moore)
3. **71 Bridge Street:** A request by Ed Johns, Jr. (LowCountry Custom Built Homes), on behalf of owners, Jim and Julie Lewellyn, for review of a Certificate of Appropriateness - HD to allow the construction of a 2-story main residence of approximately 3412 SF and a 2-story Carriage House of approximately 1196 SF located at 71 Bridge Street in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD. (COFA-11-24-019447)(Staff - Charlotte Moore)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Monday, March 24, 2025

“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:*

<https://www.townofbluffton.sc.gov/FormCenter/Town-15/Public-Comment-60>

Public comment is limited to 3 minutes per speaker.



PUBLIC NOTICE

THE HISTORIC PRESERVATION REVIEW COMMITTEE (HPRC)

Meeting scheduled for

Monday, March 24, 2025 at 4:00 P.M.

has been CANCELED
due to lack of agenda items.

The next meeting is scheduled for
Monday, March 31, 2025.

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



Historic Preservation Review Committee Meeting

Monday, March 31, 2025 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

1. **106 Bridge Street (COFA-03-25-019626):** A request by Patrick Mason (Patrick Mason Custom Homes), on behalf of the owner, Jeffrey Zehel, for review of a Certificate of Appropriateness-Historic District, to allow construction of a 1-story Main Residence of approximately 2,130 SF and a 2-story Carriage House of approximately 648 SF located at 106 Bridge Street (Parcel R610 039 00A 0423). The property is located in the Old Town Historic District and is zoned Neighborhood General-Historic District (NG-HD). (Staff – Charlotte Moore)
2. **6 Blue Crab Street (COFA-03-25-019628):** A request by Patrick Mason (Patrick Mason Custom Homes), on behalf of the owners, Blue Crab, LLC, for review of a Certificate of Appropriateness-Historic District, to allow construction of a 2-story Main Residence and attached Carriage House of approximately 3,335 SF located at 6 Blue Crab Street in the Tabby Roads Development (Lot 50, Parcel R610 039 000 1230 0000). The property is within the Old Town Historic District and is zoned Neighborhood General-Historic District (NG-HD). (Staff – Charlotte Moore)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Monday, April 7, 2025

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<https://www.townofbluffton.sc.gov/FormCenter/Town-15/Public-Comment-60>

Public comment is limited to 3 minutes per speaker.



PUBLIC NOTICE

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

Tuesday, March 25, 2025, at 6:00 P.M.

has been CANCELED
due to lack of agenda items.

The next meeting is scheduled for
Tuesday, April 22, 2025.

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



Affordable Housing Committee Meeting

Thursday, March 06, 2025 at 10:00 AM

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

AGENDA

This meeting can be viewed live on [BCTV](#), on Sparklight Channel 9 and 113 or on Spectrum Channel 1304.

I. CALL TO ORDER

II. ROLL CALL

III. ADOPTION OF MINUTES

1. January 9, 2025

IV. PUBLIC COMMENT

V. OLD BUSINESS

VI. NEW BUSINESS

1. FY25 Neighborhood Assistance Program Budget Update

VII. DISCUSSION

VIII. ADJOURNMENT

NEXT MEETING DATE: Thursday, April 3, 2025

“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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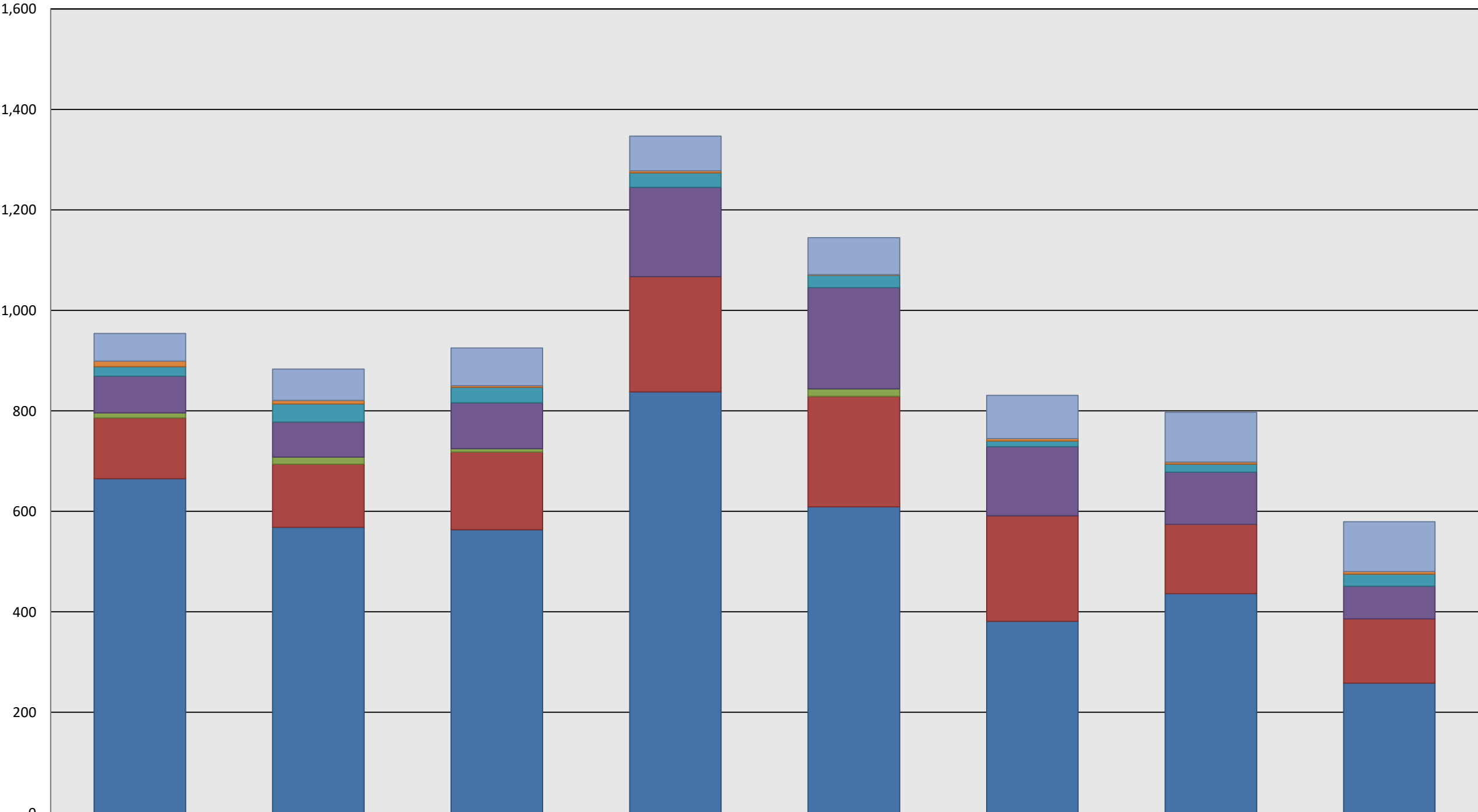
Public comment is limited to 3 minutes per speaker.

Town of Bluffton
Building Permits Issued
FY 2018 - 2025

Attachment 8a

Section XI. Item #1.

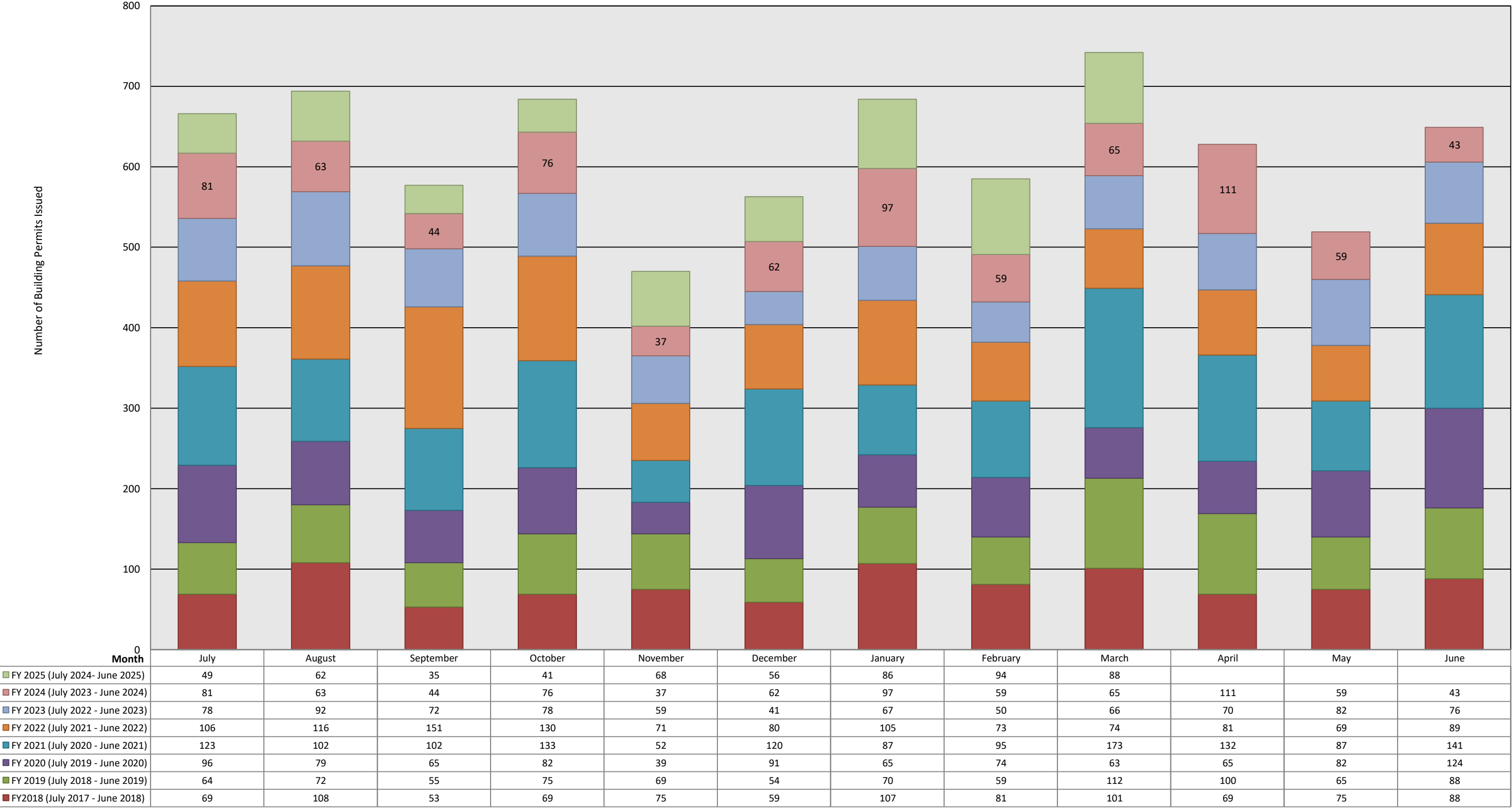
Number of Building Permits Issued



Year	FY2018 (July 2017 - June 2018)	FY 2019 (July 2018 - June 2019)	FY 2020 (July 2019 - June 2020)	FY 2021 (July 2020 - June 2021)	FY 2022 (July 2021 - June 2022)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - June 2024)	FY 2025 (July 2024- June 2025)
Other Commercial	55	62	75	69	74	86	99	99
Commercial Addition	11	7	3	4	1	5	4	5
New Commercial Construction/ Tenant Upfit	19	36	31	29	25	11	16	24
Other Residential	73	70	91	178	201	138	104	65
New Multi Family - Apartments	10	14	7	0	15	0	0	0
Residential Addition	121	126	155	229	220	210	138	128
New Single Family	665	568	563	838	609	381	436	258

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.

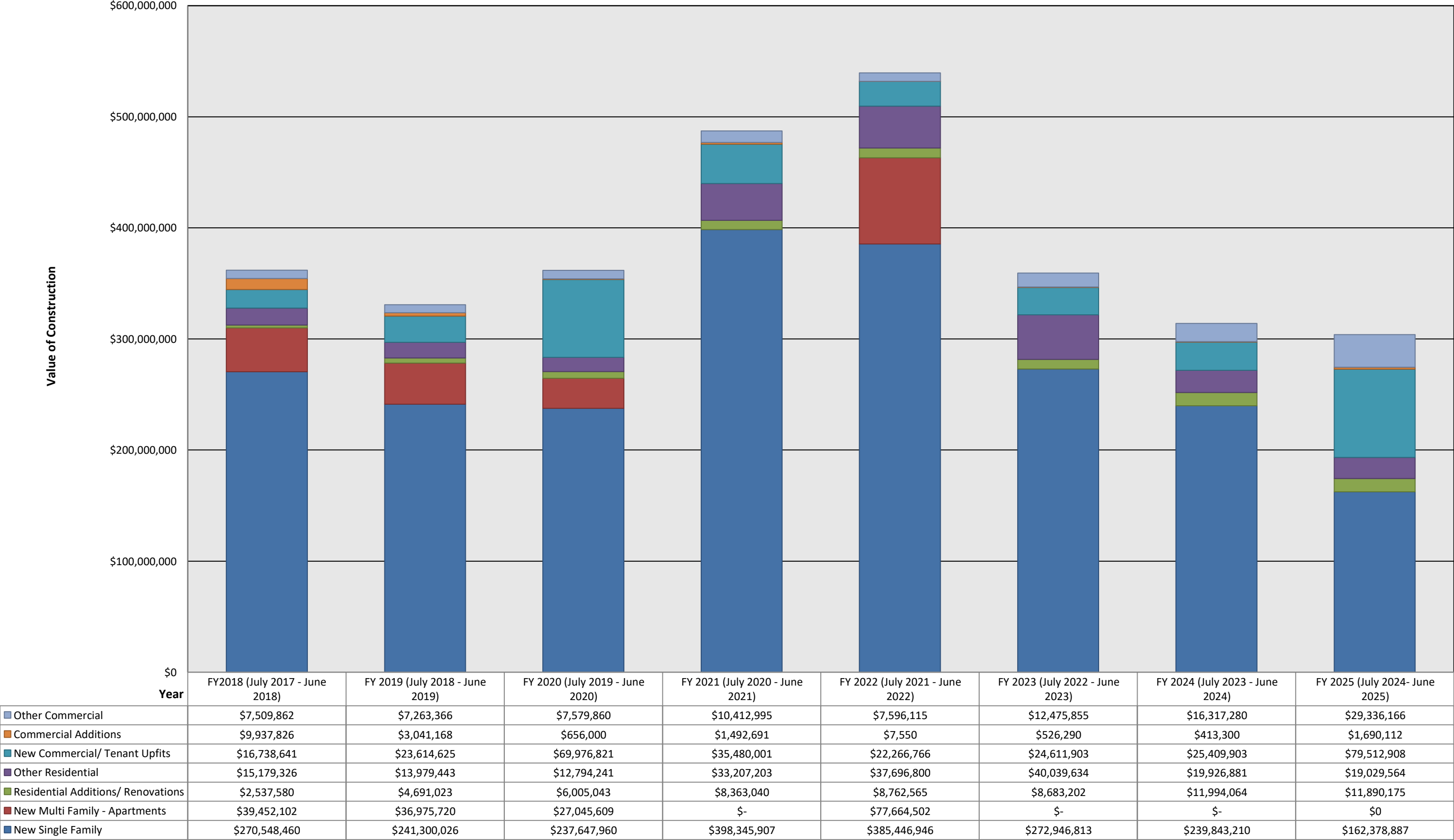
Town of Bluffton
Building Permits Issued Per Month
FY 2018 - 2025



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

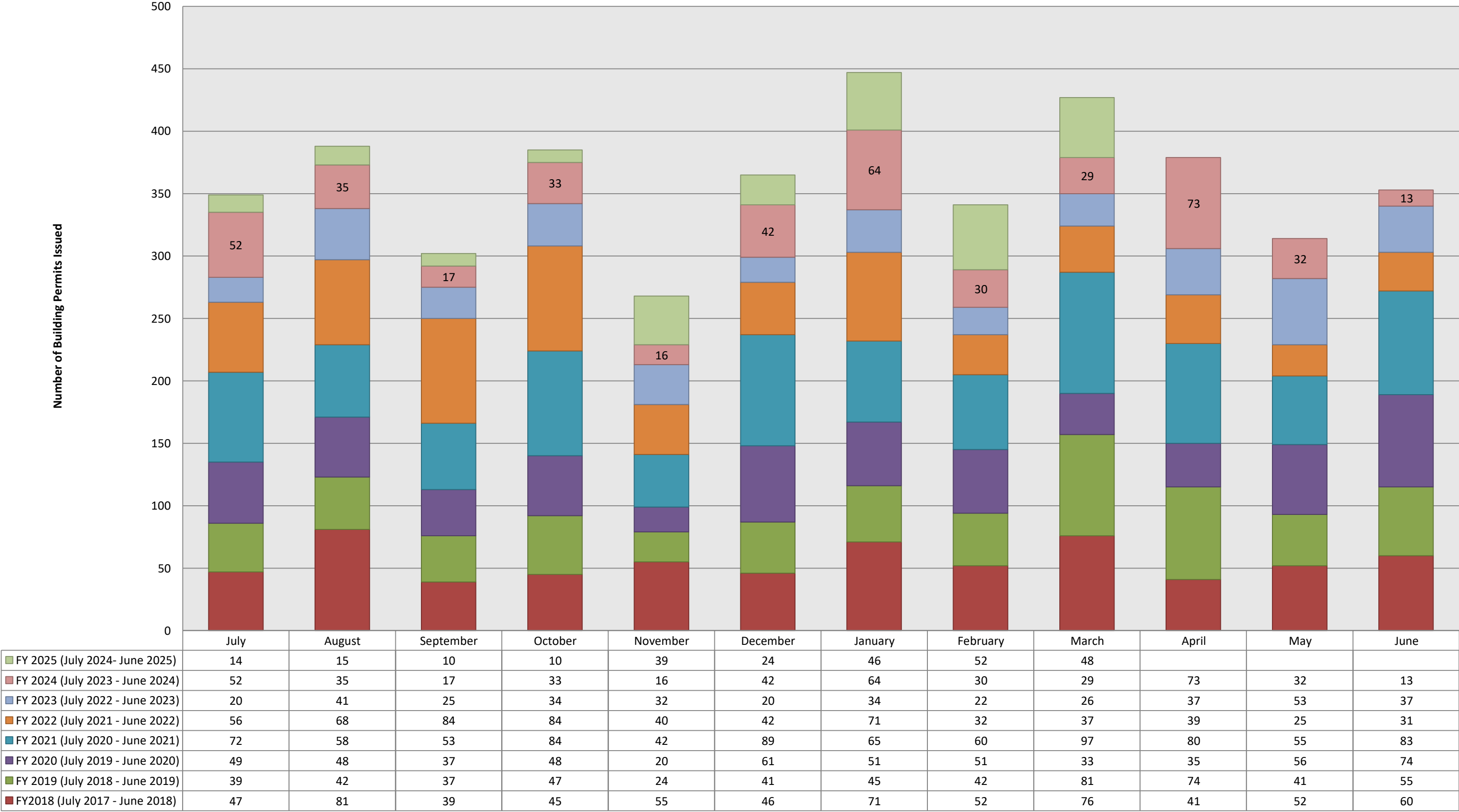
Town of Bluffton
Value of Construction
FY 2018 - 2025

Attachment 8c



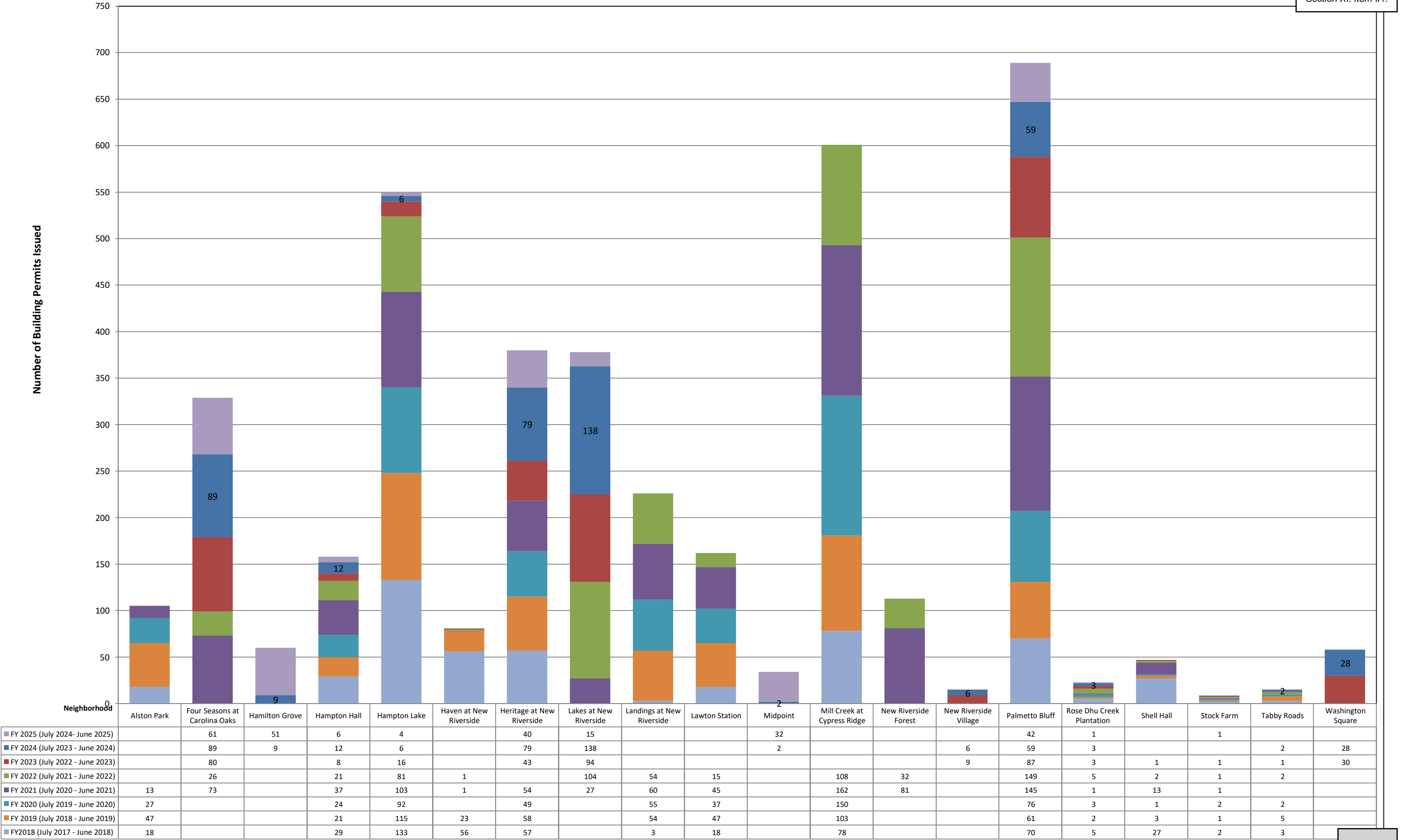
Notes: 1. Residential addition includes: additions, screen enclosures, carport, re-roof, modular.
2. Other residential includes: new accessory structure, new accessory residence.
3. Commerical addition includes: additions, screen enclosure, shell.
4. Other commerical includes: remodel and accessory structure.

Town of Bluffton
New Single Family Residential Building Permits Issued Per Month
FY 2018 - 2025

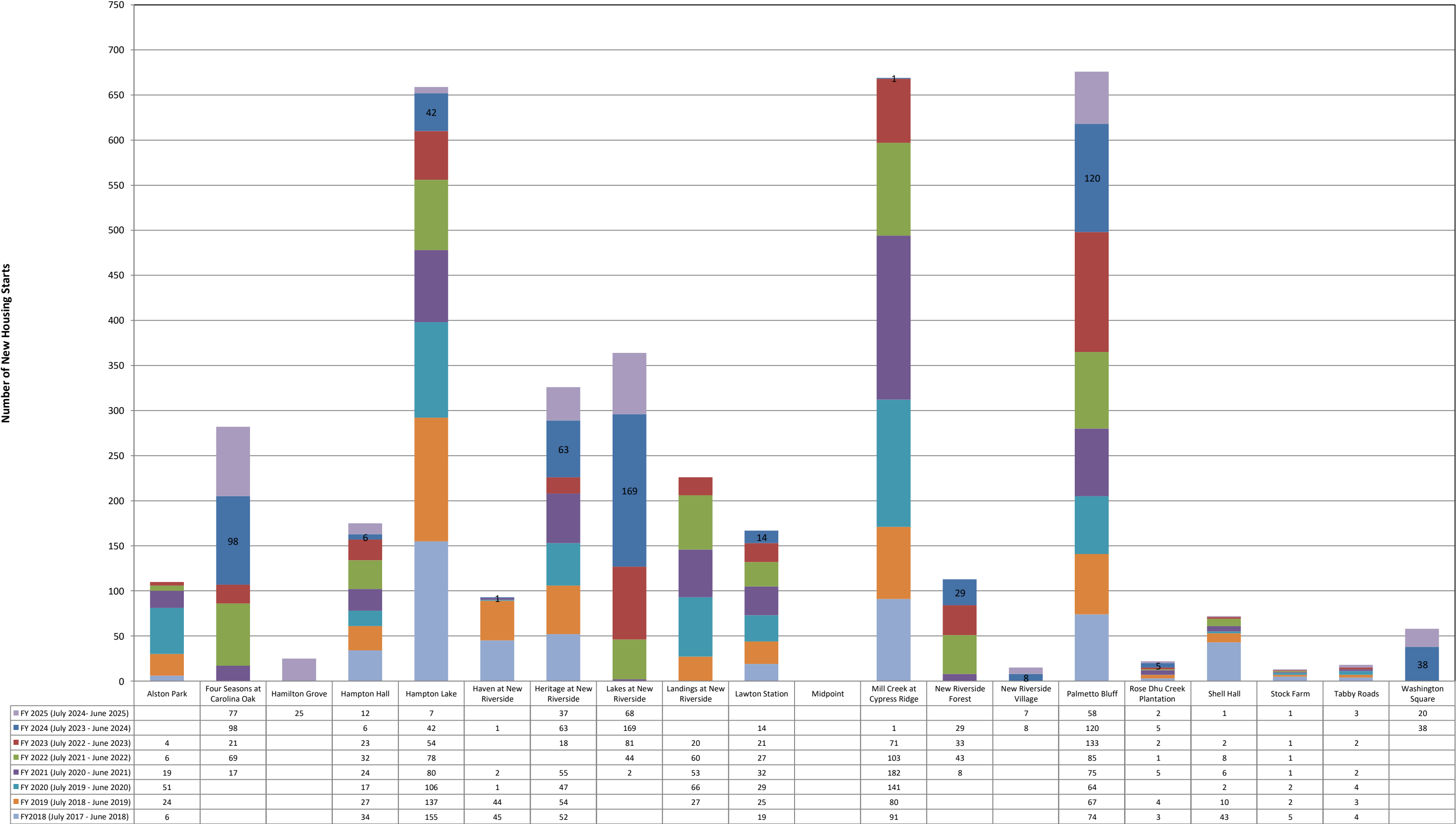


Note: Building Permits Issued excludes those Building Permits which were voided or withdrawn.

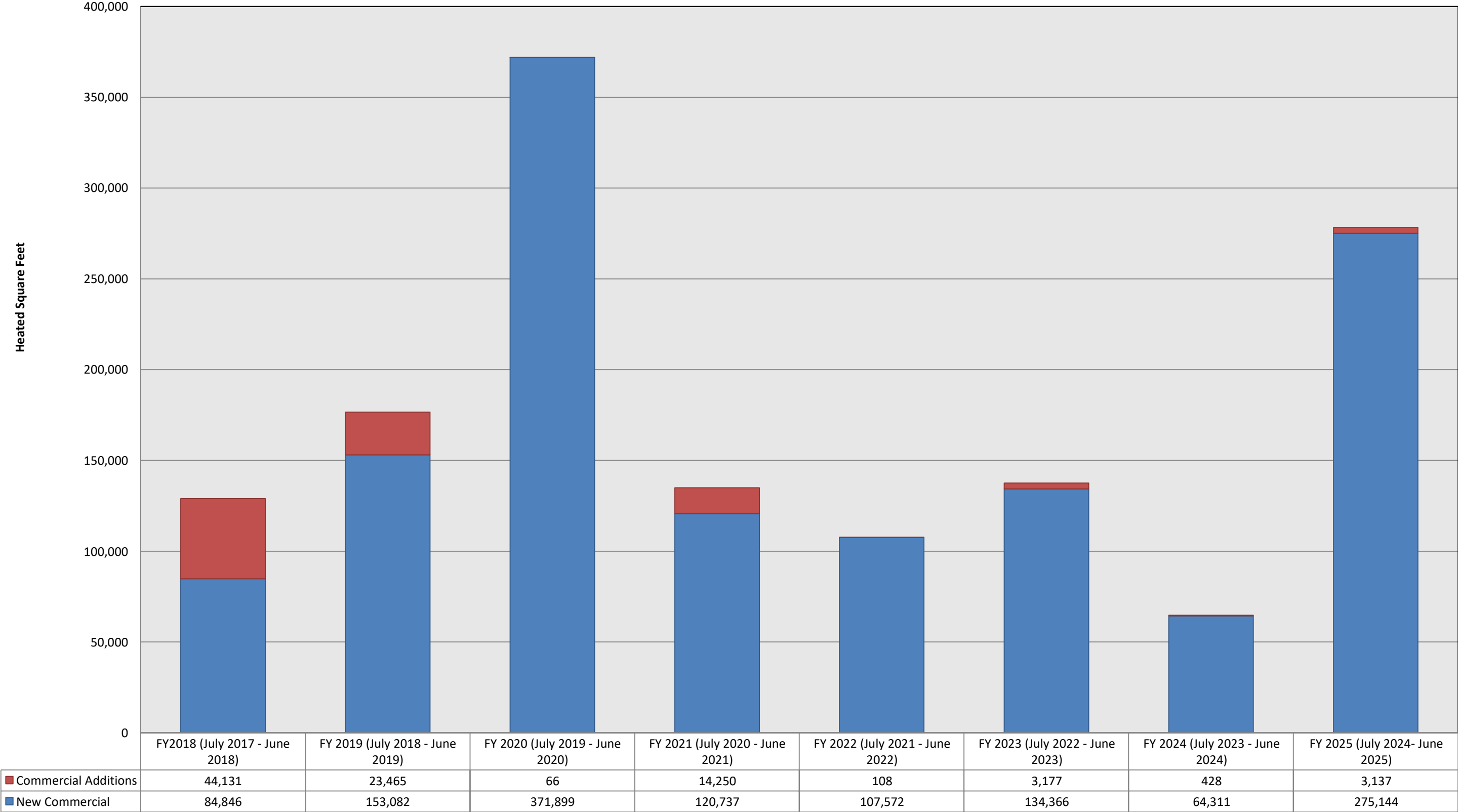
Town of Bluffton
New Single Family Residential Building Permits Issued by Neighborhood FY 2018 -2025



Town of Bluffton
New Single Family Certificates of Occupancy Issued by Neighborhood FY 2018 - 2025

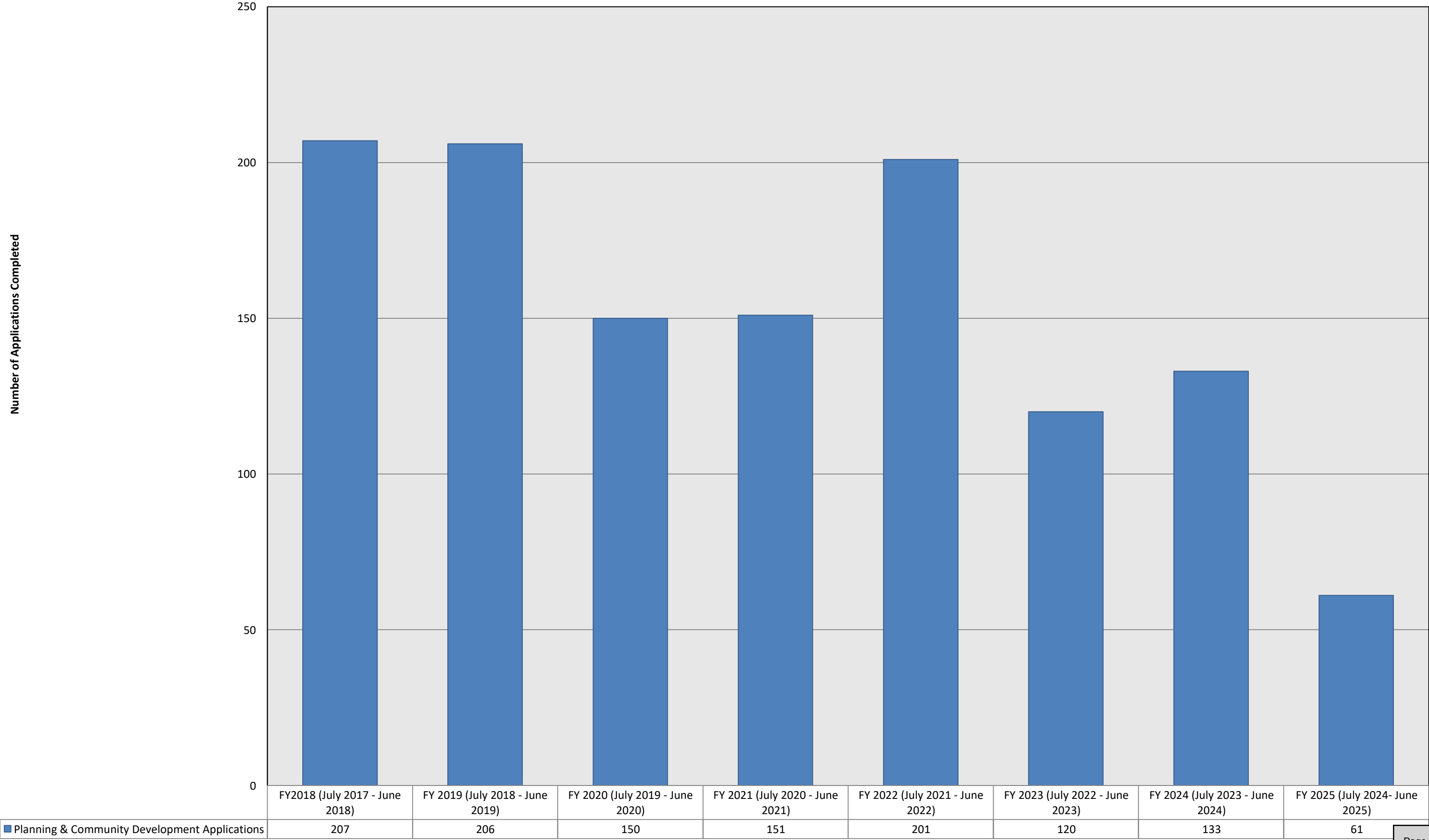


Town of Bluffton
New Commercial Construction and Additions Heated Square Footage
FY 2018 - 2025



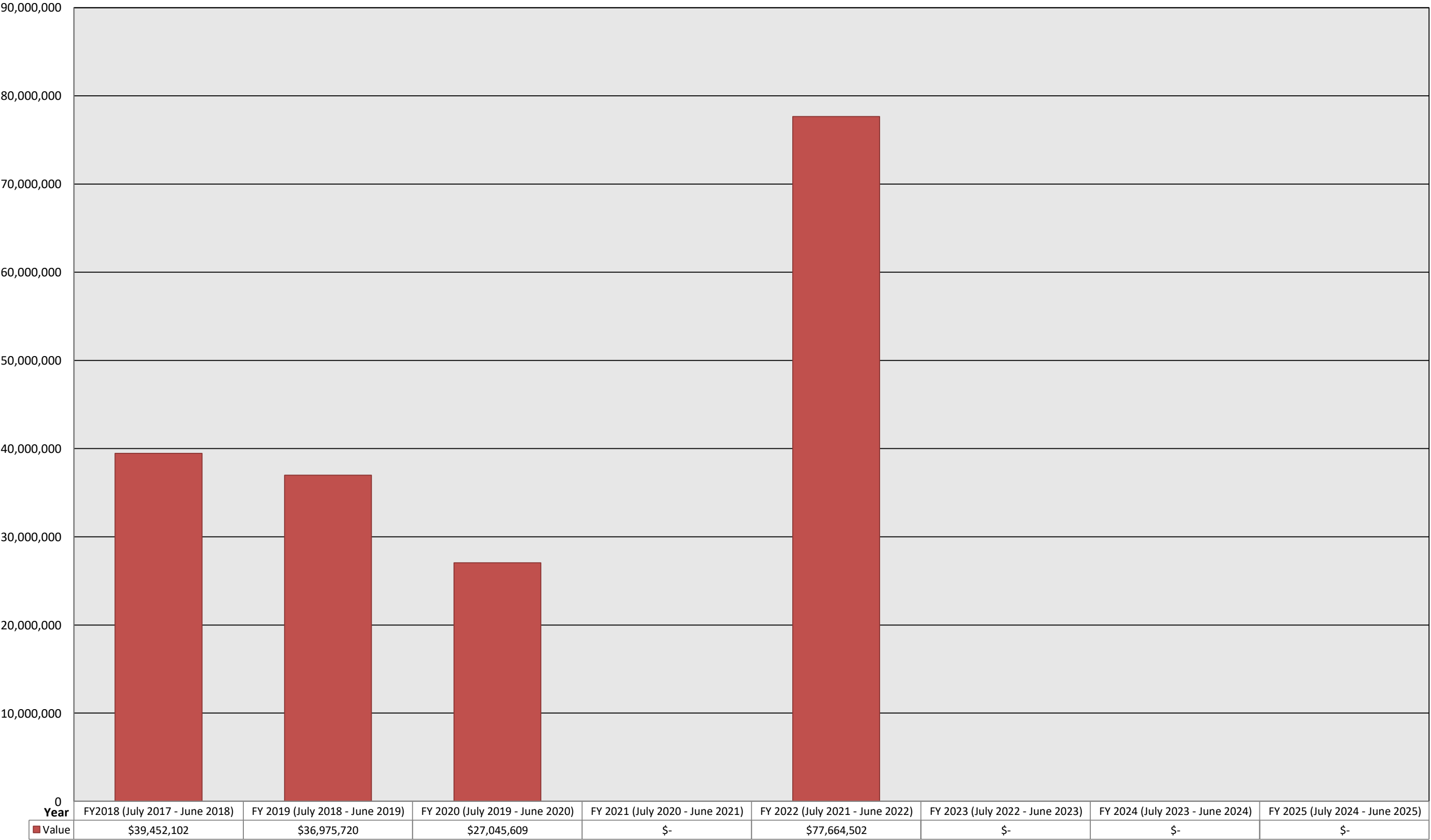
Town of Bluffton
Planning & Community Development Applications Completed
FY 2018 - 2025

Number of Applications Completed



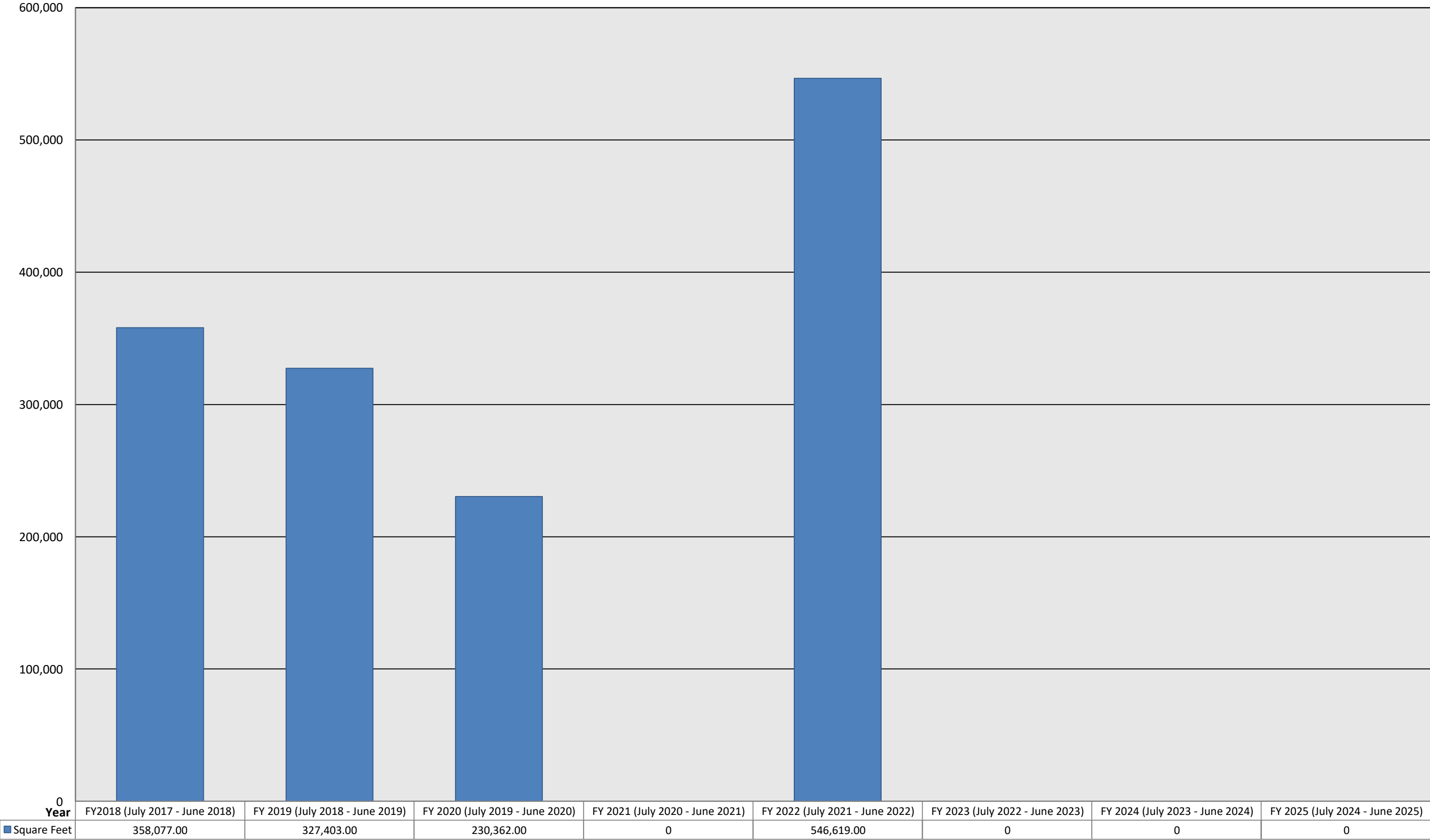
Town of Bluffton
Multi Family Apartments Value
FY 2018 - 2025

Value of Multi Family Apartments



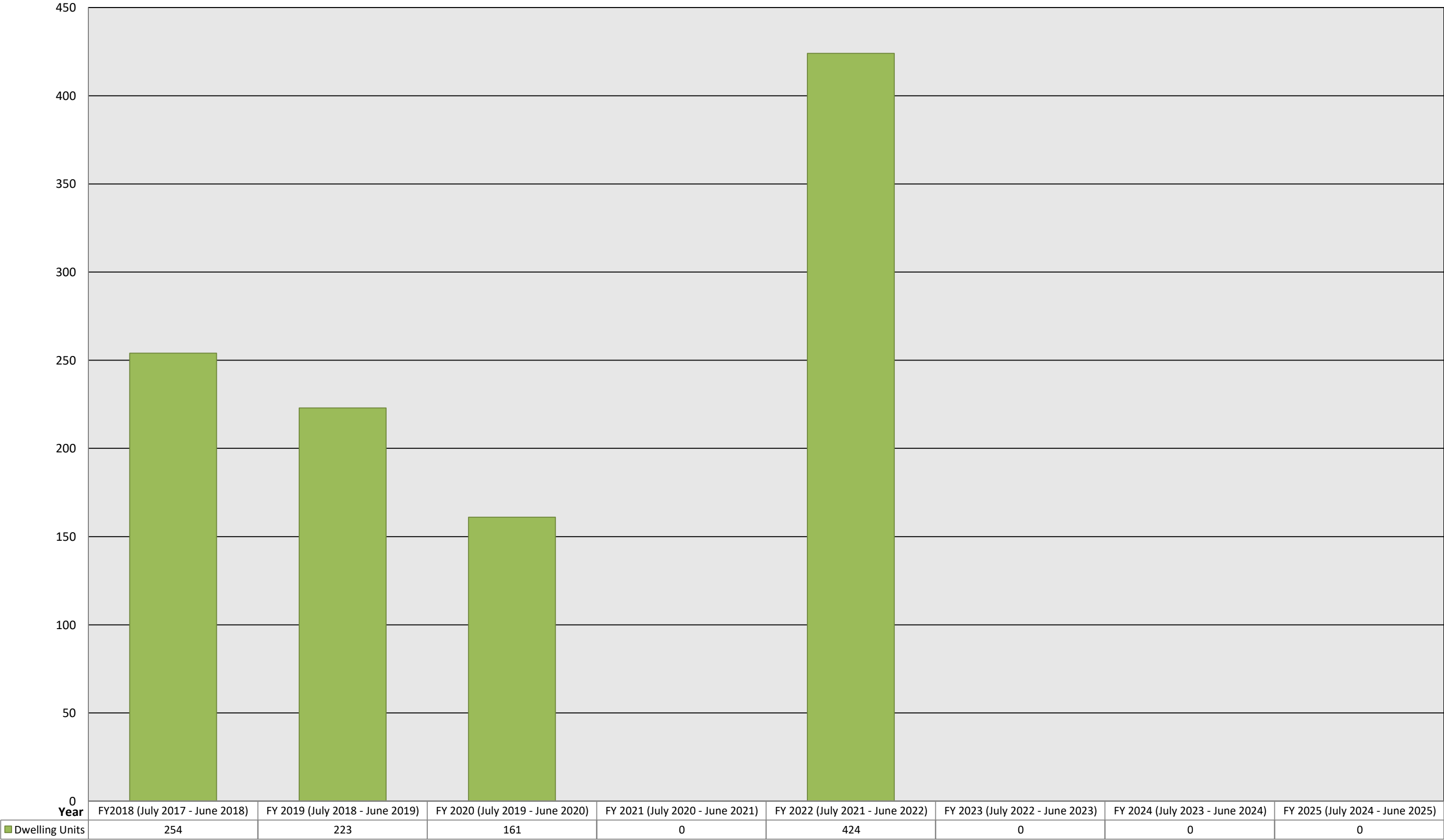
Town of Bluffton
Multi Family Apartments Square Footage
FY 2018 - 2025

Square Footage of Multi Family Apartments



Town of Bluffton
Multi Family Apartments Total Units
FY 2018 - 2025

Multi Family Apartments Total Units





Growth Management Application Update Report

Town of Bluffton
Department of Growth Management
Office of Planning and Community Development
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Annexation Petition

100%

ANNX-03-24-019045	03/14/2024		Annexation Petition	Active	Aubrie Giroux
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Applicant: Bryant and Son Trucking Company **Owner:** Bryant and Son Trucking Company

PLAN DESCRIPTION: A request by the applicant and property owner Johnnie Bryant III, for approval of an annexation application. The property is located at 30 Davis Road and consists of approximately 2.14 acres identified by tax map number R600 029 000 0028 0000 and currently zoned T2R Rural in unincorporated Beaufort County. This application is associated with the following zoning map amendment request; ZONE-03-24-019046.

STATUS: This request was heard at the May 22, 2024, Planning Commission Meeting as a Public Workshop item.

STATUS: The Public Hearing for the zoning map amendment and comprehensive plan amendment are tentatively scheduled for the July 24, 2024, Planning Commission meeting.

PROJECT NAME:

ANNX-11-23-018624	11/01/2023		Annexation Petition	Active	Aubrie Giroux
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Applicant: University Investments **Owner:** University Investments

PLAN DESCRIPTION: annexation and rezoning of parcel 12D , part of the Grande Oaks Property at the NW corner of the intersection of Buckwalter Pkwy and lake point Dr into buckwalter PUD. Annexation and rezoning of parcels 12D, 14A, 14 & 16. Part of the Grande Oaks Property at the NW corner of the intersections of Buckwalter Pkwy and Lake Point Dr into the Buckwalter PUD as Grande Oaks Commons. This application is associated with the following requests; COMP-01-24-018844, ZONE-01-24-018840 (Map), ZONE-02-24-018991 (Text), DAA-01-24-018842, and CPA-01-24-018845.

STATUS: Comments on the associated Concept Plan Amendment were heard at the March 27, 2024 meeting of the DRC.

STATUS: This request was heard at the May 22, 2024, Planning Commission Meeting as a Public Workshop item.

STATUS: The Public Hearing for the zoning map amendment and comprehensive plan amendment are tentatively scheduled for the July 24, 2024, Planning Commission meeting.

PROJECT NAME:



Growth Management Application Update Report

Town of Bluffton
Department of Growth Management
Office of Planning and Community Development
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Annexation Petition

ANNX-02-25-019605	02/19/2025		Annexation Petition	Active	Kevin Icard
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Applicant: Beaufort County School District **Owner:** Beaufort County School District

PLAN DESCRIPTION: A request to annex a new early childhood school to serve Bluffton.

PROJECT NAME:

Total Annexation Petition Cases: 3

Certificate of Appropriateness

Highway Corridor Overlay District

COFA-08-22-017145	08/31/2022	6201 JENNIFER COURT	Certificate of Appropriateness	Active	Katie Peterson
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Applicant: Witmer Jones Keefer Ltd. **Owner:** Micheal Bradley Holdings LLC

PLAN DESCRIPTION: The River Dog Brewing project involves the construction of a ±50,000 SF two-story building, housing a brewing production facility, retail sales area, and restaurant/bar upon three existing lots on Jennifer Court at the intersection of Buck Island Road and May River Road. As a brief history – back in 2000 AEC permitted the Bright Commercial Subdivision master-planned for five individual commercial development parcels involving a new connector roadway between Buck Island Road and May River Road, incorporating both wet and dry utilities as well as storm drainage stub outs to each parcel. The development was designed, permitted and constructed under the Beaufort County development ordinance prior to annexation by the Town of Bluffton. Subsequently, Parker's convenience store was constructed upon two of the five parcels and, due to greater stormwater regulation, was required to provide additional water quality treatment consisting of shallow bioretention ponds/swales. The River Dog Brewing project parcels are identified as R600 039 000 0021 0000, R610 039 000 0756 0000, and R610 039 000 0757 0000. The property is zoned Neighborhood Core with the adjacent properties being the same.

STATUS[11.17.2022]: The application was approved with conditions at the November 16, 2022 Planning Commission meeting. Awaiting resubmitted documents addressing Planning Commission conditions.

7.18.23: Have not yet received resubmittal.

1.5.2024: Architectural items have been addressed by 1/5 resubmittal. Exempt plat, Development Plan and Lighting resubmittal still required.

PROJECT NAME: BUCK ISLAND/SIMMONSVILLE



Growth Management Application Update Report

Town of Bluffton
Department of Growth Management
Office of Planning and Community Development
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Certificate of Appropriateness

COFA-03-23-017836	03/28/2023	45 SLATER ST STREET	Certificate of Appropriateness	Active	Katie Peterson
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Applicant: EIG14T RCCC 229 SC-Bluffton LLC **Owner:** EIG14T BBMA SC BLUFFTON LLC

PLAN DESCRIPTION: A request by Samantha Kozlowski, Development Manager, on behalf of the owners, EIG14T BBMA SC BLUFFTON, LLC for approval of a Certificate of Appropriates – Highway Corridor Overlay. The project consists of the construction of a +/- 11,953 SF Big Blue Marble Academy (child care facility), along with the related infrastructure, landscaping and lighting. The site is identified by tax map number R614 028 000 5285 0000, located at the intersection of Mill Creek Blvd. and Okatie Highway and is zoned Cypress Ridge PUD.

STATUS [3/29/2023]: Applicant notified of incomplete submittal via email 3/29/23. Awaiting Resubmittal. No Final DP has been submitted, missing landscape plan, lighting plan, dumpster elevations, color board.

7.18.23: The Application was heard at the 6.28.23 Planning Commission meeting. It was tabled for the applicant to address PC comments. Awaiting resubmitted materials addressing PC comments prior to placing it back on the PC agenda.

10.23.23: The revised submittal has been placed on the 10.25.23 PC Agenda.

Approved. See attached.

Amendment submitted 5/8. Email sent to applicant that vents which have been placed on front elevation must be relocated to rear.

PROJECT NAME:

COFA-09-24-019355	09/23/2024	9220 EVAN WAY	Certificate of Appropriateness	Active	Charlotte Moore
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Applicant: Breck Delaney **Owner:** CVS 75651 SC, LLC

PLAN DESCRIPTION: A request by Shelbi D'Avignon of Boos Development Group, Inc. on behalf of CVS 7651 SC, LLC, for review of a Certificate of Appropriateness - Highway Corridor Overlay District application. The project consists of an 11,286 SF retail, clinic and pharmacy with drive through and associated infrastructure. The property is zoned Jones Estate PUD and consists of approximately 1.911 acres, identified by tax map number 6R610 036 000 0979 0000 located within the May River Crossing Master Plan and falls within the Town of Bluffton Highway Corridor Overlay District. (See DP-04-24-019111 for development plan set)

STATUS: This item will be heard at the October 30, 2024 Development Review Committee Meeting.

STATUS: COFA-HCO reviewed at 10.30.2024 DRC meeting. Awaiting final plan submission.

STATUS: This item will be heard at the January 22, 2025 Planning Commission meeting.

PROJECT NAME: TOWNE CENTRE AT NEW RIVERSIDE



Growth Management Application Update Report

Attachment

Section XI. Item #1.

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Certificate of Appropriateness

COFA-01-24-018868	01/17/2024	1 JCS CV COVE	Certificate of Appropriateness	Active	Katie Peterson
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Applicant: Pearce Scott Architects

Owner: GOF, LLC

PLAN DESCRIPTION: JC's Cove Rec Building: A request by Pearce Scott Architects, on behalf of the Owner, Jim Saba, for a review of a Certificate of Appropriateness - HD to construct a new 2-story recreation building of approximately 2,915SF to be located at 1 JCs Cove, identified by tax map number R610 039 000 1129 0000, zoned Agricultural, and located within the Highway Corridor Overlay district.

Status: The Conceptual Application was heard by the DRC at their February 21, 2024 meeting and comments provided to applicant. Awaiting final submittal.

PROJECT NAME: JC'S COVE

COFA-03-25-019625	03/04/2025	15 TOWNE DR DRIVE	Certificate of Appropriateness	Active	Charlotte Moore
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Applicant: Dynamic Engineering Consultants, PC

Owner: Jane Cooper LLC

PLAN DESCRIPTION: JP Morgan Chase Bank wishes to renovate the subject site into a Chase Bank with a drive-through ATM. The site is located within the Belfair PUD which is within the HCOD.

PROJECT NAME: BELFAIR TOWNE VILLAGE

Historic District

COFA-03-24-019047	03/15/2024	34 TABBY SHELL RD ROAD	Certificate of Appropriateness	Active	Charlotte Moore
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Applicant: Clear Cut Construction

Owner: William Glover

PLAN DESCRIPTION: A request by Clear Cut Construction, on behalf of the owner, William Glover, for the review of a Certificate of Appropriateness-HD to allow the construction of a new 2-story Single Family Residential Structure of approximately 2,325 SF and Carriage House structure of approximately 1,174 SF, located at 34 Tabby Shell Road, Lot 18 in the Tabby Roads Development, in the Old Town Bluffton Historic District, within the Neighborhood General - HD zoning district.

Status: The Application was heard at the April 15, 2024 HPRC meeting where comments were provided to the Applicant. Awaiting Final Submittal.

STATUS 09.19.2024: Final Plan received 09.03.2024. Scheduled for November 6 HPC.

STATUS (11.06.2024): Tabled to January 2025 meeting to address multiple HPC comments.

STATUS (12.06.2024): Emailed applicant for update on status of revision. Must be submitted no later than December 11 for a January HPC review.

STATUS (01.08.2025): HPC continued and directed applicant to attend January 21 HPRC meeting to discuss wall details.

STATUS (02.06.2025): Approved by HPC with conditions. Awaiting re-submission to show compliance.

PROJECT NAME: TABBY ROADS PHASE 1



Growth Management Application Update Report

Town of Bluffton
Department of Growth Management
Office of Planning and Community Development
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Certificate of Appropriateness

COFA-11-21-016057	11/04/2021	58 CALHOUN ST	Certificate of Appropriateness	Active	Katie Peterson
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Applicant: Court Atkins Architects Inc

Owner: May River Montessori

PLAN DESCRIPTION: May River Montessori: Awaiting resubmittal:

A request by Court Atkins Architects, Inc., on behalf of the owner, May River Montessori, for review of a Certificate of Appropriateness- HD to allow the construction of a new 2-story building of approximately 5,800 SF located at 58 Calhoun Street, in the Old Town Bluffton Historic District and zoned Neighborhood Center-HD.

STATUS [11/5/2021]: The application is currently being reviewed by Staff for conformance with the Unified Development Ordinance (UDO), Traditional Construction Patterns, and any development plans associated with the parcel and is scheduled for review by the HPRC at the December 6, 2021 meeting.

STATUS [12/8/2021]: The application was reviewed at the December 6, 2021 HPRC meeting and comments were provided to the Applicant. Staff is awaiting the approval of the Development Plan and submission of a final application for full HPC review.

STATUS [1.20.2023]: A Final Application has been received and the item is slated to be heard at the February 1, 2023 HPC meeting.

STATUS 2.1.2023: The Application was approved with conditions at the 2.1.23 HPC meeting. Staff is awaiting submittal of revised documents addressing all HPC Conditions.
3.27.2023: Revision received - Landscape Plan not in compliance and does not match DP. DP still not approved.

PROJECT NAME: OLD TOWN

COFA-03-25-019657	03/19/2025	36 WHARF STREET	Certificate of Appropriateness	Active	Charlotte Moore
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Applicant: Kingfisher Construction - USE THIS ACCOUNT

Owner: Kathy Barbina

PLAN DESCRIPTION: Proposal to build a 1200 square foot carriage house. The first floor to be a single car garage and a home office/gym and bathroom. The second story to be a 1 bedroom apartment.

PROJECT NAME: OLD TOWN



Growth Management Application Update Report

Town of Bluffton
Department of Growth Management
Office of Planning and Community Development
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Certificate of Appropriateness

COFA-04-24-019070	04/01/2024	42 WHARF ST STREET	Certificate of Appropriateness	Active	Charlotte Moore
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Applicant: John Montgomery

Owner: John Montgomery

PLAN DESCRIPTION: Residential: A request by John Montgomery for the review of a Certificate of Appropriateness-HD to allow the construction of a new 2-story Single Family Structure of approximately 2,120 SF and 2-story Carriage House structure of approximately 1,120 SF, to be located at 42 Wharf Street, in the Old Town Bluffton Historic District, within the Neighborhood General - HD zoning district.

Status: The Application was heard at the 4.22.2024 HPRC meeting, awaiting final submittal.

9/3/24: Applicant plans to build a 1.5story cottage on the property. House will have a covered porch in the front & screened porch off the kitchen in the middle of the house facing north. The building will be 1206 sq ft on the first and 800 sq ft on the second floor. It is a 3 bed 3 bath house which has been designed by Alison Ramsey Architects, a notable architect in Beaufort who has 40 years experience building houses in the low country including many in Bluffton. He has kept this house in tradition of the historic district in terms of building materials and design. The house will be within the ten foot setback on both sides of the house. In the backyard we will have a firepit in the yard as well as a landscaped turnaround for cars as shown in the landscape plan.

STATUS 9/16/24: A request by John Montgomery, applicant and owner, for review of a Certificate of Appropriateness - HD to construct a new 2-story residential structure of approximately 2,006 SF at 42 Wharf Street in the Old Town Bluffton Historic District and zoned Neighborhood General-HD. Conceptual application is being reviewed and will be placed on the September 30, 2024 HPRC Agenda.

STATUS 09.30.24: HPRC meeting held. Awaiting final submission.

PROJECT NAME: OLD TOWN



Growth Management Application Update Report

Town of Bluffton
Department of Growth Management
Office of Planning and Community Development
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Certificate of Appropriateness

COFA-09-24-019336	09/13/2024	5812 GUILFORD PLACE	Certificate of Appropriateness	Active	Charlotte Moore
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Applicant: Court Atkins **Owner:** Walter Strong III

PLAN DESCRIPTION: A request by Court Atkins Architects, Inc., Applicant, on behalf of Property Owner, 5812 Guilford Place, LLC, for approval of a Certificate of Appropriateness-HD to construct a new 2-story main building of approximately 2,400 square feet and a connected 2-story carriage house of approximately 1050 square feet at 5812 Guilford Place in Old Town Bluffton Historic District and the Stock Farm Development. The property is zoned Neighborhood General-HD.

Existing Conditions

Currently, 5812 Guilford Place is an empty lot with trees and foliage. There is a 2 Story building to the East and an empty lot to the West, with residential construction on the other side of Guilford Place.

Proposed Building Construction

The proposed architectural program for the project is a 2 story main structure with a 1170 SF tenant space on the first floor and the 1250 SF Alair Homes office on the second floor. The adjacent connected carriage house has a 525 SF tenant space on each floor. The expected occupancy for each space is Business. There are two exterior stairs, one off of May River Road and the other between the structures.

There are two tabby parapet walls, similar in character to the adjacent Hair and So On Salon and nearby Kelly Caron Designs. Trellises wrap the two-story entry porch off of May River Road, allowing plants to climb the building.

The architectural massing of the building includes simple roof forms with standing seam and asphalt shingle roofing. The exterior materials for the building will be cementitious fiber siding (horizontal and vertical). The porch railing will be metal.

STATUS (10.04.2024): To be reviewed by HPRC October 7. Plans have changed since pre-application meeting.

STATUS 10.07.2024: HPRC meeting held October 7. COFA-HD scheduled for 12.04.2024 HPC meeting.

STATUS 12.04.2024: HPC approved application with conditions; awaiting resubmittal addressing those conditions.

PROJECT NAME: OLD TOWN



Growth Management Application Update Report

Town of Bluffton
Department of Growth Management
Office of Planning and Community Development
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					
Certificate of Appropriateness					
COFA-03-25-019626	03/05/2025	106 BRIDGE ST STREET	Certificate of Appropriateness	Active	Charlotte Moore
Applicant: Patrick Mason Custom Homes		Owner: Jeff Zehel			
PLAN DESCRIPTION: 106 Bridge (COFA-03-25-019626) A request by Patrick Mason (Patrick Mason Custom Homes), on behalf of the owner, Jeffrey Zehel, for review of a Certificate of Appropriateness-Historic District, to allow construction of a 1-story Main Residence of approximately 2,130 SF and a 2-story Carriage House of approximately 648 SF located at 106 Bridge Street (Parcel R610 039 00A 0423). The property is located in the Old Town Historic District and is zoned Neighborhood General-Historic District (NG-HD). STATUS: Scheduled for HPRC review on March 31, 2025.					
PROJECT NAME:		OLD TOWN			
COFA-05-24-019123	05/09/2024	128 BRIDGE ST STREET	Certificate of Appropriateness	Active	Charlotte Moore
Applicant: Manuel Studio, LLC		Owner: Lynda Strong			
PLAN DESCRIPTION: A request by Ansley H Manuel, Architect, on behalf of the Owner Lynda Lee Googe Strong, for review of a Certificate of Appropriateness - HD to construct a new 2-story Carriage House at 128 Bridge Street, in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD. Status: Application is being reviewed and will be heard at the 6/3/2024 HPRC meeting. Status 6.4.2024: Awaiting Final Submittal Status 8.28.2024: The final submittal has been received and is tentatively scheduled for the October HPC Agenda. STATUS 09.06.2024: Scheduled for October 2 HPC. STATUS 10.02.2024: Approved by HPC with conditions to be shown on final plan submission.					
PROJECT NAME:		OLD TOWN			
COFA-02-25-019610	02/20/2025	41 STOCK FARM RD ROAD	Certificate of Appropriateness	Active	Charlotte Moore
Applicant: Dylan and Amanda Mingard		Owner: Dylan and Amanda Mingard			
PLAN DESCRIPTION: A request by Dylan and Amanda Mingard, applicants and property owners, for review of a Certificate of Appropriateness - HD to allow the construction of a 1-story Carriage House of approximately 792 SF, as well as a breezeway to connect the Carriage House and main structure, located at 41 Stock Farm Road in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD. STATUS (03.18.2025): HPRC Review held. Awaiting final submission.					
PROJECT NAME:		OLD TOWN			



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Active Cases					
Certificate of Appropriateness					
COFA-08-24-019275	08/09/2024	95 GREEN ST STREET	Certificate of Appropriateness	Active	Charlotte Moore
Applicant: Low Tide Designs, Inc.		Owner: Glenda Mikulak			
PLAN DESCRIPTION: A request by Sam Liberti with Low Tide Designs, Inc., on behalf of the owner, Glenda Mikulak Roberts, for review of a Certificate of Appropriateness - HD to construct a new 2-story house of approximately 1,987 SF at 95 Green Street, in the Old Town Bluffton Historic District and zoned Neighborhood General-HD. Status: Application is being reviewed and has been placed on the September 3, 2024 HPRC Agenda. Status (9/4): Awaiting Final Plan submission.					
PROJECT NAME: OLD TOWN					
COFA-03-25-019628	03/05/2025	6 BLUE CRAB ST STREET	Certificate of Appropriateness	Active	Charlotte Moore
Applicant: Patrick Mason Custom Homes		Owner: Blue Crab LLC			
PLAN DESCRIPTION: A request by Patrick Mason (Patrick Mason Custom Homes), on behalf of the owners, Blue Crab, LLC, for review of a Certificate of Appropriateness-Historic District, to allow construction of a 2-story Main Residence and attached Carriage House of approximately 3,335 SF located at 6 Blue Crab Street in the Tabby Roads Development (Lot 50, Parcel R610 039 000 1230 0000). The property is located in the Old Town Historic District and is zoned Neighborhood General-Historic District (NG-HD). STATUS: Scheduled for HPRC review on March 31, 2025.					
PROJECT NAME: OLD TOWN					
COFA-01-24-018816	01/05/2024	22 BRUIN RD ROAD	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Sean Lewis		Owner: Bertha Wooten			
PLAN DESCRIPTION: 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 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. Status 1.5.2024: The Application is being reviewed and will be placed on the 1/29/2024 HPRC Agenda. Status 1.30.24: Comments provided to the applicant. Awaiting final submittal.					
PROJECT NAME: OLD TOWN					



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Active Cases					
Certificate of Appropriateness					
COFA-11-24-019448	11/18/2024	3 BLUE CRAB ST STREET	Certificate of Appropriateness	Active	Charlotte Moore
Applicant: Vaccaro Architect, Inc. Owner: Jennifer and Carl Myers					
PLAN DESCRIPTION: A request by Mike Vaccaro (Vaccaro Architecture, Inc.), on behalf of owners, Jennifer and Carl Myers, for review of a Certificate of Appropriateness - HD to allow the construction of a new 1.5-story Carriage House of approximately 678 SF and a new Carriage House of approximately 1013 SF attached to the main residence located at 3 Blue Crab Street in the Tabby Roads Development, Old Town Bluffton Historic District and zoned Neighborhood General-HD. STATUS (12.09.2024): To be reviewed by HPRC on 12.16.2024.					
PROJECT NAME: OLD TOWN					
COFA-03-25-019654	03/18/2025	32 TABBY SHELL RD ROAD	Certificate of Appropriateness	Active	Charlotte Moore
Applicant: Palmetto Star Construction LLC - USE THIS ACCOUNT Owner: Scott Ready					
PLAN DESCRIPTION: Garage/carriage house with 1 bedroom & 1 bathroom.					
PROJECT NAME: OLD TOWN					
COFA-11-24-019447	11/15/2024	71 BRIDGE ST STREET	Certificate of Appropriateness	Active	Charlotte Moore
Applicant: Johns, Edwin Jr. Owner: Jim & Julie Lewellyn					
PLAN DESCRIPTION: A request by Ed Johns, Jr. (LowCountry Custom Built Homes), on behalf of owners, Jim and Julie Lewellyn, for review of a Certificate of Appropriateness - HD to allow the construction of a 2-story main residence of approximately 3412 SF and a 2-story Carriage House of approximately 1196 SF located at 71 Bridge Street in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD. STATUS (12.09.2024): Scheduled for 12.16.2024 HPRC meeting. STATUS (12.16.2024): Main structure size and height too large for district. Revision to be reviewed by HPRC. STATUS (02.24.2025): Revisions provided; will be scheduled for March 10 HPRC meeting. Rescheduled for March 17. STATUS (03.17.2025): HPRC review held. Awaiting final plan submission.					
PROJECT NAME: OLD TOWN					



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					
Certificate of Appropriateness					
COFA-03-25-019642	03/11/2025	89 BRIDGE ST STREET	Certificate of Appropriateness	Active	Charlotte Moore
Applicant: Pearce Scott Architects Inc. - USE THIS ACCOUNT Owner: Jamie & Allyn Oliver					
PLAN DESCRIPTION: Remodel existing residential building to be a commercial bookstore.					
PROJECT NAME: OLD TOWN					
COFA-02-25-019576	02/03/2025	82 PRITCHARD ST STREET	Certificate of Appropriateness	Active	Charlotte Moore
Applicant: Martelli Architects LLC Owner: Kim Driscoll					
PLAN DESCRIPTION: A request by Keith Martelli (Martelli Architects), on behalf of the Owners, Mark and Kim Driscoll, for a review of a Certificate of Appropriateness - HD to alter an existing 2-story Carriage House of approximately 1198 square feet located at 82 Pritchard Street, in the Old Town Bluffton Historic district and zoned Neighborhood General- HD zoning District. The Carriage House is presently a garage and second-story bonus floor. The double car garage will be converted into a single car garage with a partial living space (bedroom and bathroom). The second floor bonus space will be converted into a kitchen and living space. A rear patio will be added, and the existing stairwell will have treads and railings replaced. STATUS (02.04.2025): Scheduled for February 24, HPRC meeting. STATUS (02.24.2025): Awaiting submittal for HPC.					
PROJECT NAME: OLD TOWN					
COFA-05-24-019155	05/24/2024	68 PRITCHARD ST STREET	Certificate of Appropriateness	Active	
Applicant: Tony Pressley Owner: Tony & Alyssa Pressley					
PLAN DESCRIPTION: A request by Tony and Alyssa Pressley for review of a Certificate of Appropriateness - HD to construct a new 2-story Carriage House of approximately 800 SF at 68 Pritchard Street, in the Old Town Bluffton Historic District and zoned Neighborhood General-HD. Status: The Conceptual Application will be reviewed at the June 17, 2024 HPRC meeting. Status 6.20.2024: Awaiting final Submittal. STATUS 10.07.2024: Final plan submitted; awaiting Town review. STATUS 10.16.2024: Scheduled for November 6 HPC meeting. STATUS (12.06.2024): Item was not scheduled for November agenda. Emailed applicant on 12.06.24 to check status of submission. STATUS (01.31.2025): Emailed applicant with 2025 HPC submission schedule and meeting dates as there has been no contact since last Fall.					
PROJECT NAME: OLD TOWN					



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Certificate of Appropriateness

COFA-02-25-019607	02/20/2025	1 HEAD OF THE TIDE	Certificate of Appropriateness	Active	Charlotte Moore
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Applicant: Graves Construction Co., Inc. **Owner:** Jason Alexander

PLAN DESCRIPTION: A request by Robert L. Graves, III (Graves Construction), Applicant, on behalf of Jason Alexander, Property Owner, for review of a Certificate of Appropriateness - HD to allow a second-floor addition to an existing single-family detached residence to be located mostly within the existing gable roof and partially within a rear shed roof addition. Proposed changes also include the partial enclosure of a rear porch, replacing a second-floor vent with an egress window, and adding a side yard stoop. The property is located at 1 Head of Tide in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD district. (COFA-02-25-019607)
STATUS (03/18/2025): HPRC meeting held. Awaiting final plan submission.

PROJECT NAME: OLD TOWN

COFA-08-24-019268	08/02/2024	60 BRUIN RD ROAD	Certificate of Appropriateness	Active	Charlotte Moore
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Applicant: Pearce Scott Architects **Owner:** Chris Dalzell

PLAN DESCRIPTION: A request by Sarah Kepple with Pearce Scott Architects, on behalf of the owners, Chris Dalzell and Prestige Worldwide Properties, LLC, for review of a Certificate of Appropriateness - HD to construct a new 2-story Commercial Office structure of approximately 4,220 SF and Commercial Carriage House of approximately 1,100 SF at 60 Bruin Road, Lot 23 in the Tabby Roads Development, in the Old Town Bluffton Historic District and zoned Neighborhood General-HD
Status: Conceptual application is being reviewed and will be placed on the August 26, 2024 HPRC Agenda.
STATUS: HPRC meeting held. Awaiting resubmittal to take back to HPC.
STATUS (12.16.2024): Scheduled for January 8, 2025 HPC meeting.
STATUS (01.08.2025): Final Plan approved with conditions by HPC. Awaiting resubmittal of plan to show conformance.

PROJECT NAME: OLD TOWN



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Certificate of Appropriateness

COFA-11-23-018694	11/28/2023	1 BLUE CRAB STREET	Certificate of Appropriateness	Active	Charlotte Moore
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Applicant: Court Atkins **Owner:** Palmetto Pops

PLAN DESCRIPTION: A request by Court Atkins Group, on behalf of the owner, April Perez, for a review of a Certificate of Appropriateness - HD to construct a new 2.5 story live/work building of approximately 3,180 SF with business and production facility on the first floor and a 1.5-story residential unit above, and a 2-story Carriage House of approximately 1,060 SF, to be located at 1 Blue Crab Street, Lot 27 in the Tabby Roads Development, in the Old Town Bluffton Historic district and zoned Neighborhood General - HD zoning District.

Status: Application is on HOLD. See attached email.

STATUS 5.10.2024: Hold has been removed and application has been placed on the May 20, 2024 HPRC Agenda.

Status 5.21.2024: Application was heard at the May 20th HPRC meeting where comments were provided to the applicant. Awaiting final submittal.

STATUS (11.06.2024): Scheduled for December HPC meeting.

STATUS (12.04.2024): Application approved with conditions at 12.04.2024 HPC meeting. Awaiting resubmittal addressing conditions.

PROJECT NAME: OLD TOWN

Historic District - Demolition

COFA-03-25-019646	03/13/2025	5 LAWTON ST STREET	Certificate of Appropriateness	Active	Charlotte Moore
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Applicant: Manuel Studio, LLC **Owner:** James W. Jeffcoat Revocable Trust

PLAN DESCRIPTION: Applicant is requesting the demolition of storage shed located in right, rear corner of property.

PROJECT NAME: OLD TOWN

Total Certificate of Appropriateness Cases: 26

Comprehensive Plan Amendment

Comprehensive Plan Amendment



Growth Management Application Update Report

Town of Bluffton
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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Comprehensive Plan Amendment

COMP-01-24-018844	01/11/2024		Comprehensive Plan Amendment	Active	Aubrie Giroux
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Applicant: University Investments

Owner: University Investments

PLAN DESCRIPTION: Town Comprehensive Plan Amendment of the Future Land Use Map. This application is associated and will run concurrently with University Investment's applications for annexation, rezoning, Buckwalter PUD Text Amendment to create a new Land Use Tract to be known as Grande Oaks Commons, Buckwalter Development Agreement Amendment, and Buckwalter Concept Plan Amendment for parcels 12D, 14A, 14 & 16 which are currently part of the Grande Oaks PUD and located at the NW corner of the intersections of Buckwalter Pkwy and Lake Point Drive. This application is associated with the following requests; ANNEX-11-23-018624, CPA-01-24-018845, ZONE-01-24-018840 (Map), ZONE-02-24-018991 (Text), and DAA-01-24-018842.

STATUS: Comments on the associated Concept Plan Amendment were heard at the March 27, 2024 meeting of the DRC.

STATUS: This request was heard at the May 22, 2024, Planning Commission Meeting as a Public Workshop item.

STATUS: The Public Hearing for the zoning map amendment and comprehensive plan amendment was held at the July 24, 2024, Planning Commission meeting.

STATUS: The Ordinance 1st Reading took place at the September 10, 2024 Town Council Meeting.

STATUS: The Ordinance 2nd Reading is tentatively scheduled for the November 12, 2024 Town Council meeting.

PROJECT NAME:

COMP-06-24-019187	06/17/2024	332 BUCK ISLAND RD ROAD	Comprehensive Plan Amendment	Active	Dan Frazier
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Applicant: Town of Bluffton

Owner: Town of Bluffton

PLAN DESCRIPTION: A request by the Town of Bluffton for a Comprehensive Plan Amendment of approximately 1.38 acres, located at 328, 330 and 332 Buck Island Road identified as Beaufort County Tax Map Numbers R 610 039 000 0016 0000 (328 and 330 Buck Island Road) and R610 039 000 018C 0000 (332 Buck Island Road) to change the Future Land Use Map Designation from Suburban Living to Neighborhood Center.

STATUS: This item was heard at the September 25, 2024 Planning Commission meeting.

STATUS: The First Reading is tentatively scheduled for the November 12, 2024 Town Council meeting.

PROJECT NAME: BUCK ISLAND/SIMMONSVILLE



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Comprehensive Plan Amendment

COMP-05-24-019139	05/16/2024		Comprehensive Plan Amendment	Active	Aubrie Giroux
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Applicant: Town of Bluffton

Owner: Town of Bluffton

PLAN DESCRIPTION: A request for Comp Plan Amendment for approximately 2.14 acres located at 30 Davis Road and identified by Beaufort County Tax Map No. R600 029 000 0028 0000 to rezone the subject property to the Residential General (RG) District.
STATUS: This request was heard at the May 22, 2024, Planning Commission Meeting as a Public Workshop item.
STATUS: The Public Hearing for the zoning map amendment and comprehensive plan amendment was heard and recommendation approved at the July 24, 2024, Planning Commission meeting.
STATUS: First reading of ordinance at September 10, 2024 Town Council Meeting.

PROJECT NAME:

Total Comprehensive Plan Amendment Cases: 3

Concept Plan Amendment

Concept Plan Amendment

CPA-11-24-019441	11/08/2024		Concept Plan Amendment	Active	Dan Frazier
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Applicant: Lauren Niemiec

Owner: MFH LAND, LLC

PLAN DESCRIPTION: Applicant is requesting to convert commercial development to allocate for residential development for property owner by MFH Land, LLC with the community of New Riverside Village. The owner would like to convert seven and 29/100 acres of its commercial development into additional twenty-nine (29) units of residential allocation allowed by right under the terms of the Jones Estate Development Agreement and the New Riverside Concept Plan, both as amended, and the Partial Assignment of Development Right's and Obligations under Concept Plan.

PROJECT NAME: NEW RIVERSIDE VILLAGE



Growth Management Application Update Report

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Concept Plan Amendment

CPA-01-24-018845	01/11/2024		Concept Plan Amendment	Active	Dan Frazier
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Applicant: University Investments

Owner: University Investments

PLAN DESCRIPTION: A request by the property owner, Jake Reed of University Investments LLC, for approval of a concept plan amendment. The applicant is requesting to amend the Buckwalter Tract Development Agreement and Concept Plan to add 65.59 acres as Grande Oaks Commons, including an additional 32.0 acres of General Commercial acreage. The properties are currently zoned Grande Oaks Planned Unit Development in unincorporated Beaufort County and consist of 65.59 acres identified by tax map numbers R600-029-000-2410-0000 and R600-029-000-0014-0000 located in the northwest corner of the intersection of Buckwalter Parkway and Lake Point Drive. This application is associated with the following requests; ANNX-11-23-018624, COMP-01-24-018844, ZONE-01-24-018840 (Map), ZONE-02-24-018991 (Text), and DAA-01-24-018842.

STATUS: Comments on this application were heard at the March 27, 2024 meeting of the DRC.

STATUS: This request was heard at the May 22, 2024, Planning Commission Meeting as a Public Workshop item.

STATUS: The Public Hearing for the zoning map amendment and comprehensive plan amendment were heard at the July 24, 2024, Planning Commission meeting.

STATUS: The Ordinance 1st Reading took place at the September 10, 2024 Town Council Meeting.

STATUS: The Ordinance 2nd Reading is tentatively scheduled for the November 12, 2024 Town Council meeting.

PROJECT NAME:

Total Concept Plan Amendment Cases: 2

Dev Agreement Amendment

PUD

DAA-02-25-019617	02/26/2025	380 FORDING ISLAND RD ROAD	Dev Agreement Amendment	Active	Dan Frazier
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Applicant: Beaufort County School District

Owner: Indian Hill Associates LLC

PLAN DESCRIPTION: Amendment to the terms and obligations for the construction of the future North South Connector Road as established by the Buckwalter Development Agreement & Concept Plan 9th Amendment and other terms deemed necessary for certain properties located at 380 Fording Island Rd that are part of the Willow Run Tract which the Beaufort County School District has under contract.

PROJECT NAME:



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Dev Agreement Amendment

DAA-11-24-019440 11/08/2024 Dev Agreement Amendment Active Dan Frazier

Applicant: Lauren Niemiec

Owner: MFH LAND, LLC

PLAN DESCRIPTION: Applicant is requesting to convert commercial development to allocate for residential development for property owner by MFH Land, LLC with the community of New Riverside Village. The owner would like to convert seven and 29/100 acres of its commercial development into additional twenty-nine (29) units of residential allocation allowed by right under the terms of the Jones Estate Development Agreement and the New Riverside Concept Plan, both as amended, and the Partial Assignment of Development Right's and Obligations under Concept Plan.

PROJECT NAME:

Total Dev Agreement Amendment Cases: 2

Development Agreement

Development Agreement

DA-01-24-018842 01/11/2024 Development Agreement Active Aubrie Giroux

Applicant: University Investments

Owner: University Investments

PLAN DESCRIPTION: Annexation and rezoning of parcels 12D, 14A, 14 & 16. Part of the Grande Oaks Property at the NW corner of the intersections of Buckwalter Pkwy and Lake Point Dr into the Buckwalter PUD as Grande Oaks Commons. This application is associated with the following requests; ANN-11-23-018624, CPA-01-24-018845, ZONE-01-24-018840 (Map), ZONE-02-24-018991 (Text), and COMP-01-24-018844.

STATUS: Comments on the associated Concept Plan Amendment were heard at the March 27, 2024 meeting of the DRC.

STATUS: This request was heard at the May 22, 2024, Planning Commission Meeting as a Public Workshop item.

STATUS: The Public Hearing for the zoning map amendment and comprehensive plan amendment are tentatively scheduled for the July 24, 2024, Planning Commission meeting.

PROJECT NAME:



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Total Development Agreement Cases: 1

Development Plan

Development Plan

DP-10-23-018541	10/05/2023	3000 BIG HOUSE PLANTATION ROAD	Development Plan	Active	Dan Frazier
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Applicant: Thomas & Hutton - USE THIS ACCOUNT

Owner:

PLAN DESCRIPTION: 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, installation of water and sewer utilities, 2 sanitary sewer pump stations, dry utilities, storm drainage infrastructure and a pervious paver roadway to serve the proposed 31 single-family residential lots. The property is zoned Palmetto Bluff Planned Unit Development and consists of +/- 52.8 acres identified by tax map numbers R614 057 000 0001 0000 and R614 058 000 0001 0000, located east of the intersection of Old Anson Road and Bighouse Plantation Road, and includes Long Island and the adjacent causeway.
STATUS 11/9/23: Staff comments on the preliminary development plan application were heard at the November 8, 2023, meeting of the DRC. Awaiting final development plan submittal.

PROJECT NAME: Palmetto Bluff

DP-02-25-019603	02/19/2025		Development Plan	Active	Dan Frazier
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Applicant: University Investments LLC

Owner: University Investments

PLAN DESCRIPTION: A request by Jake Reed on behalf of University Investments, LLC for approval of a Preliminary Development Plan application. The project consists of two commercial buildings with associated infrastructure. The property is within the Buckwalter PUD consists of approximately 8.8 acres identified by tax map number R610 030 000 0116 0000 and located at east of Buckwalter Parkway south of Buckwalter Towne Boulevard.
STATUS: This item will be heard at the March 26, 2025 Development Review Committee meeting.

PROJECT NAME:



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					
Development Plan					
DP-03-24-019033	03/08/2024	224 MORELAND ROAD	Development Plan	Active	Dan Frazier
Applicant: Thomas & Hutton - USE THIS ACCOUNT		Owner: Palmetto Bluff Uplands, LLC / May River Forest, LLC			
PLAN DESCRIPTION: A request by Drew Lonker of Thomas & Hutton, on behalf of May River Forest, LLC, for approval of a preliminary development plan application. The project consists of creating 26 single family lots with associate infrastructure. The property is identified by tax map numbers R614-045-000-0024-0000, R614-046-000-0062-0000, R614-052-000-0059-0000, R614-057-000-0001 -0000, R614-057-000-0002-0000 and consists of 48.9 acres located along Old Moreland Road within the Palmetto Bluff PUD. Status: Staff comments on the Preliminary Plan were heard at the April 17, 2024 meeting of the DRC. Awaiting final submittal.					
PROJECT NAME:					
DP-02-23-017662	02/09/2023	1215 MAY RIVER ROAD	Development Plan	Active	Dan Frazier
Applicant: Ward Edwards, Inc. - USE THIS ACCOUNT		Owner: ERB Enterprises, LLC			
PLAN DESCRIPTION: A request by Anna Petitgout of Ward Edwards Engineering on behalf of Ed Goeas of ERB Enterprises LLC for approval of a preliminary development plan application. The applicant proposes to construct site infrastructure, including an internal streetscape, drives, parking, walks, utilities, drainage, and stormwater to serve four mixed-use lots, one commercial lot and four residential lots. The subject property contains three lots zoned Neighborhood General – HD (NG-HD), one lot zoned Neighborhood Core (NC), and two lots zoned Residential General (RG) and consists of 3.43 acres identified by tax map numbers R610 039 000 0114 0000, R610 039 000 0093 0000, R610 039 000 0094 0000, R610 039 000 0095 0000, R610 039 000 0096 0000, R610 039 000 0107 0000 located at 1203 – 1217 May River Road and 15 - 19 Jason Street, STATUS: Comments on the preliminary development plan were reviewed at the June 14, 2023, meeting of the DRC. STATUS: The preliminary development plan was approved at the September 27, 2023, Planning Commission meeting. Awaiting final development plan submittal. STATUS: The final development plan was heard at the July 10, 2024 meeting of the DRC. STATUS: A final development plan resubmittal was received on 9/10/24.					
PROJECT NAME: VAUX PROPERTY					
DP-03-25-019635	03/10/2025	21 MAIDEN LN LANE	Development Plan	Active	Dan Frazier
Applicant: Sturre Engineering		Owner: Hinton Vacation Properties			
PLAN DESCRIPTION: This proposed project includes the subdivision of 21 Maiden Lane & 24 Bruin Rd into 8 single family residential properties and 2 mixed use properties. Stormwater & utilities for the development will be master planned.					
PROJECT NAME: OLD TOWN					



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Active Cases					
Development Plan					
DP-09-23-018499	09/21/2023	26 BRUIN RD ROAD	Development Plan	Active	Dan Frazier
Applicant: Maria Drawdy Owner: Alljoy DC, LLC					
PLAN DESCRIPTION: A request by Maria Drawdy on behalf of Troy Derda for approval of a preliminary land development application. The project consists of a two story building with a donut shop on the first floor and a residential unit on the second floor, associated parking and infrastructure. The property is identified by tax map number R610 039 00A 0416 0000 and consists of .21 acres located at 26 Bruin Road in the Neighborhood General Historic District.					
STATUS: Comments on the preliminary development plan were heard at the October 25, 2023 DRC Meeting.					
STATUS: The preliminary development plan was resubmitted on 11/20/23.					
STATUS: The Preliminary Development Plan was approved at the 12/20/23 Planning Commission Meeting. Awaiting final development plan submittal.					
PROJECT NAME: OLD TOWN					
DP-10-24-019406	10/16/2024		Development Plan	Active	Dan Frazier
Applicant: William Heintz Owner: Rolling Dough Properties LLC					
PLAN DESCRIPTION: A request by William Heintz of Kimley-Horn, on behalf of Rolling Dough Properties, LLC, for approval of a Preliminary Development Plan. The project consists of a 4,400 SF quick service restaurant with associated parking and infrastructure. The property is zoned Buckwalter PUD and consists of approximately 1.52 acres identified by tax map number R610 030 000 2002 000 and located at the southeast corner of Buckwalter Place Blvd and Innovation Drive within the Buckwalter Place Master Plan.					
STATUS: This application was heard at the November 20, 2024 Development Review Committee meeting.					
STATUS: This request will be heard at the January 22, 2025, Planning Commission meeting.					
PROJECT NAME: Buckwalter					



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Active Cases

Development Plan

DP-01-23-017616	01/27/2023	17 BUCKHEAD BAY ROAD	Development Plan	Active	Dan Frazier
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Applicant: Thomas & Hutton - USE THIS ACCOUNT

Owner:

PLAN DESCRIPTION: A request by John Paul Moore of Thomas & Hutton, on behalf of the property owner Citadel Bluffton, LLC for approval of a preliminary development plan. The project consists of the construction of one (1) 40,750 S.F. first floor and 30,000 S.F. second floor building consisting of storage units and 30 covered parking spaces. The property is zoned Palmetto Bluff Planned Unit Development and consists of +/- 3.2 acres identified by tax map number R614 046 000 0643 0000 located within the Palmetto Bluff Tract Master Plan.

Status: The preliminary development plan application was heard at the March 1, 2023 DRC meeting.

Status: Comments on the final development plan application were heard at the November 15, 2023, DRC meeting. Awaiting re-submittal.

STATUS: Additional comments were heard at the March 25, 2024 Development Review Committee meeting. Awaiting resubmittal.

PROJECT NAME:

DP-05-23-018081	05/23/2023		Development Plan	Active	Dan Frazier
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Applicant: Sturre Design & Development, LLC

Owner:

PLAN DESCRIPTION: A request by Jen Townsley of Palmetto Coastal Landscaping, on behalf of Hampton Lake Community Association, Inc., for the approval of a preliminary Development Plan. The project proposes to construct an enclosed storage area including a gravel storage yard, gravel access drive, stormwater BMP, and water service to utilize as vehicle and equipment storage for landscaping operations. The property is zoned Buckwalter PUD and consists of approximately 10.9 acres, identified by tax map number R614-029-000-1985-0000 located on Parklands Drive within the Brightwater Master Plan.

STATUS: Staff comments were heard at the June 28, 2023, meeting of the DRC. Awaiting re-submittal.

STATUS: The preliminary development plan was resubmitted on 11/22/23.

STATUS: The Preliminary Development Plan was approved at the 12/20/23 Planning Commission Meeting. Awaiting final development plan submittal.

PROJECT NAME:



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Active Cases

Development Plan

DP-08-22-017074	08/12/2022		Development Plan	Active	Dan Frazier
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Applicant: Thomas & Hutton

Owner:

PLAN DESCRIPTION: A request by Michael Hughes of Thomas & Hutton on behalf of May River Forest, LLC for approval of a development plan. The project consists of the general clearing, installation of utilities, drainage, grading and paving for +/- 5 miles of Old Anson Road beginning near the intersection of Old Moreland Road and Big House Landing Road and terminating on Big House Island near the Anson Marina. The property is zoned Palmetto Bluff PUD and consists of approximately 110.0 acres identified by tax map numbers R614 046 000 0062 0000, R614 052 000 0059 0000, R614 045 000 0024 0000, R614 045 000 0026 0000, and R614 057 000 0001 0000 located within the Palmetto Bluff Master Plan.

STATUS: Staff comments were reviewed at the September 14, 2022 meeting of the DRC.

STATUS: The final development plan application was submitted on May 19, 2023. Comments on the FDP submittal were reviewed at the June 21, 2023, meeting of the DRC. Awaiting re-submittal addressing FDP Staff Comments.

PROJECT NAME:

DP-06-24-019202	06/27/2024		Development Plan	Active	Dan Frazier
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Applicant: Thomas & Hutton - USE THIS ACCOUNT

Owner: Pulte Group

PLAN DESCRIPTION: A request by Sam Bellock of Pulte Home Company for approval of a Preliminary Development Plan for Phase 4 of Midpoint at New Riverside. The project consists of 90 single family lots, open space and associated infrastructure. The property is zoned New Riverside Planned Unit Development and consists of approximately 32.0 acres identified by tax map number R610 044 000 0012 0000 located within the Midpoint at New Riverside Initial Master Plan.

STATUS: Comments on the Preliminary Development Plan were reviewed at the July 31, 2024, meeting of the DRC. Awaiting Final DP submittal.

PROJECT NAME: MIDPOINT AT NEW RIVERSIDE



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Active Cases

Development Plan

DP-10-22-017341	10/21/2022	110 PALMETTO BLUFF ROAD	Development Plan	Active	Dan Frazier
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Applicant: Thomas & Hutton

Owner: Cleland Site Prep

PLAN DESCRIPTION: A request by John Paul Moore of Thomas & Hutton on behalf of Pritchard Farm, LLC for approval of a development plan. The project consists of 10 single family residential lots, open space, and associated infrastructure. The property is zoned New Riverside Planned Unit Development and consists of approximately 38 acres identified by tax map numbers R610 044 000 0136 0000, R610 044 000 0141 0000, R600 045 000 0001 0000, R610 044 000 0002 0000, R614 045 000 0052 0000, R614 045 000 0578 0000 and R600 045 000 0012 0000 located within Parcel 9 of the New Riverside Concept Master Plan.

STATUS UPDATE: Staff comments on the preliminary development plan were heard at the November 30, 2022 meeting of the DRC.

STATUS: The final development plan application was heard at the May 1, 2024, meeting of the DRC.

STATUS: The project is awaiting NPDES approval.

STATUS 12/26/24: The Applicant will submit a revised final development plan application to show 9 lots. This application will be routed for a 10-day review prior to going to DRC for consideration.

PROJECT NAME:

DP-03-25-019666	03/24/2025	2901 MAY RIVER XING CROSSING	Development Plan	Active	Dan Frazier
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Applicant: Angelina Makowski

Owner: First Chatham Bank

PLAN DESCRIPTION: New freestanding bank facility: One level building approximately 2400 SF custom architecture.

PROJECT NAME: TOWNE CENTRE AT NEW RIVERSIDE

DP-03-25-019655	03/19/2025	21 RED CEDAR ST STREET	Development Plan	Active	Dan Frazier
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Applicant: Tri Pointe Homes

Owner: New South Living LLC

PLAN DESCRIPTION: Tri Pointe Homes - Able Street is a proposed single-family detached residential development within the Town of Bluffton. This project will feature 26 single family detached homes. The development includes two full access points form Red Cedar St, rear loaded lots served by previous pavement alley ways, stormwater management facilities that will be used for rainwater harvesting, and associated infrastructure and utilities.

PROJECT NAME: BUCK ISLAND/SIMMONSVILLE



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Active Cases

Development Plan

DP-12-24-019469 12/02/2024 32 BRUIN ROAD Development Plan Active Dan Frazier

Applicant: Witmer Jones Keefer Ltd.

Owner: ABPAL, LLC

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

STATUS: This item will be heard at the January 8, 2025 Development Review Committee meeting.

STATUS: The Applicant provided a resubmittal on February 7, 2025. The request is tentatively scheduled to be heard at the March 26, 2025 Planning Commission meeting.

PROJECT NAME: OLD TOWN

DP-09-24-019346 09/18/2024 Development Plan Active Dan Frazier

Applicant: Thomas & Hutton - USE THIS ACCOUNT

Owner: Pulte Group

PLAN DESCRIPTION: A request by John Paul Moore of Thomas and Hutton on behalf of Sam Bellock of Pulte Home Company for approval of a Preliminary Development Plan. The project consists of 70 single family residential lots, open space, and associated infrastructure. The property is zoned New Riverside Planned Unit Development and consists of approximately 26.0 acres identified by tax map number R610 044 000 0012 0000 located within the Midpoint of New Riverside Concept Master Plan.

STATUS: This item was heard at the October 23, 2024 Development Review Committee meeting. Awaiting final development plan submittal.

PROJECT NAME: MIDPOINT AT NEW RIVERSIDE

DP-08-24-019315 08/30/2024 Development Plan Active Dan Frazier

Applicant: Pulte Group

Owner:

PLAN DESCRIPTION: A request by Sam Bellock of Pulte Home Company for the approval of a Preliminary Development Plan. The project consists of an amenity center, swimming pool, playground, pickle ball courts, and associated site infrastructure. The property is zoned New Riverside PUD and consists of approximately 3.1 acres identified by tax map number R610 044 000 0012 0000 and located at Mint Meadows and Sea Glass Lane within the Midpoint at New Riverside Master Plan.

STATUS: This item was heard at the October 9, 2024 Development Review Committee Meeting.

STATUS: The Final Development Plan application will be heard at the March 26, 2025 Development Review Committee meeting.

PROJECT NAME: MIDPOINT AT NEW RIVERSIDE



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Active Cases

Development Plan

DP-04-22-016574	04/07/2022	58 CALHOUN ST	Development Plan	Active	Dan Frazier
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Applicant: Ward Edwards, Inc. - USE THIS ACCOUNT **Owner:** May River Montessori

PLAN DESCRIPTION: A request by Conor Blaney of Ward Edwards Engineering, on behalf of May River Montessori, Inc., for approval of a preliminary development plan. The project consists of the construction of a new classroom building adjacent to the existing May River Montessori facility. The property is zoned Neighborhood Center Historic District (NCE-HD) and consists of approximately 0.65 acres identified by tax map number R610 039 00A 0123 0000 located at 58 Calhoun Street.

STATUS: Development plan comments were reviewed at the 5/11/22 meeting of the DRC.

STATUS: At the June 22, 2022, Planning Commission meeting, the applicant requested "withdrawal of the application to provide additional information".

STATUS: The Applicant resubmitted on July 28, 2022.

STATUS: The preliminary development plan was approved with conditions at the September 28, 2022, Planning Commission meeting.

STATUS: Staff comments on the final development plan were heard at the February 1, 2023 meeting of the DRC. Awaiting resubmittal.

STATUS: Project is still active as of July 5, 2023. The applicant would like to obtain the Town's site development permit once the state land disturbance permit is obtained.

PROJECT NAME: OLD TOWN

DP-10-24-019391	10/10/2024		Development Plan	Active	Dan Frazier
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Applicant: Ward Edwards, Inc. - USE THIS ACCOUNT **Owner:** Eric Zwilsky

PLAN DESCRIPTION: A request by Brad Buss of Ward Edwards Inc., on behalf of Eric Zwilsky of 1 Corinthians, LLC, for approval of a Preliminary Development Plan. The project consists of a 15,400 SF basketball-focused fitness facility with associated access, parking, utilities and stormwater infrastructure. The property is zoned General Mixed Use (GMU) and consists of approximately 6.0 acres identified by tax map numbers R610 031 000 0212 0000 and R610 031 000 0173 0000.

STATUS: This item was heard at the November 13, 2024 Development Review Committee meeting.

STATUS: This request has been added to the December 18, 2024 Planning Commission agenda.

STATUS: The Preliminary Development Plan was APPROVED. Awaiting final development plan submittal.

PROJECT NAME: WESTBURY PARK COMMERCIAL



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Active Cases

Development Plan

DP-10-24-019407	10/18/2024	45 CAMP EIGHT ROAD	Development Plan	Active	Dan Frazier
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Applicant: Thomas & Hutton - USE THIS ACCOUNT

Owner: Palmetto Bluff Uplands, LLC / May River Forest, LLC

PLAN DESCRIPTION: Palmetto Bluff is continuing development with the Commissary Campus. The project is located within the Palmetto Bluff PUD at the southwestern corner of the Old Moreland Road and Laurel Oak Bay Road intersection, north of The Farm. The project area includes parcels R614-045-000-0026-0000 and R614-046-000-0062-0000. The total project area is +/- 38.4 acres. The Project scope shall consist of general clearing, grading, water, storm, and sewer infrastructure, and parking areas to serve the commissary kitchen building, storage structure, and future development within the project area.

PROJECT NAME: PALMETTO BLUFF PHASE 1

DP-09-22-017188	09/13/2022		Development Plan	Active	Dan Frazier
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Applicant: Witmer Jones Keefer Ltd.

Owner:

PLAN DESCRIPTION: A request by Carey Levow of Crowne at Buck Island, Limited Partnership on behalf of the property owner, Buck Island Partners, LLC for approval of a preliminary development plan application. The project consists of an apartment complex containing 4 proposed 4 story multi-family buildings and associated open space, amenities, parking, and stormwater management. The property is zoned Light Industrial and consists of approximately 10.11 acres identified by tax map number R610 039 000 018D 0000 located at 412 Buck Island Road.

STATUS: Staff comments on the preliminary development plan were reviewed at the October 19, 2022 meeting of the DRC.

STATUS: The Applicant resubmitted on November 14, 2022.

STATUS: The Preliminary Development Plan was approved at the December 14, 2022, Planning Commission. Awaiting final development plan submittal.

STATUS: The Final Development Plan application will be heard at the March 19, 2025 Development Review Committee meeting.

PROJECT NAME: BUCK ISLAND/SIMMONSVILLE



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Active Cases

Development Plan

DP-03-24-019066	03/26/2024	9 BRUIN ROAD	Development Plan	Active	Dan Frazier
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Applicant: Witmer Jones Keefer Ltd.

Owner: Eugene Marks

PLAN DESCRIPTION: A request by Jonathan Marsh of Witmer Jones Keefer, Ltd, on behalf of the property owner, Eugene Marks of JOHA LLC, for approval of a preliminary development plan. The project proposes the installation of site infrastructure including internal drive, access, parking, walks, utilities, drainage, and stormwater infrastructure to support one existing residential unit and the future development of three mixed-use commercial lots and two mixed-use carriage houses for a combined total square footage of +/- 19,100 SF. The property is zoned Neighborhood Commercial – Historic District (NC-HD) and consists of approximately 0.79 acres identified by tax map number R610 039 00A 0021 0000 located at the northeast corner of Bluffton Road and Bruin Road.

Status: Staff comments on the preliminary development plan was heard at the May 1, 2024, meeting of the DRC.

Status: The preliminary development plan application was approved at the June 26, 2024 Planning Commission agenda. Awaiting final development plan submittal.

PROJECT NAME: OLD TOWN

DP-04-24-019111	04/30/2024	9220 EVAN WAY	Development Plan	Active	Dan Frazier
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Applicant: Breck Delaney

Owner: CVS 75651 SC LLC

PLAN DESCRIPTION: A request by Shelbi D'Avignon on behalf of the property owner CVS 75651 SC LLC for review of a preliminary development plan. The project consists of an 11,286 SF retail, clinic and pharmacy with drive through, and associated infrastructure. The property is zoned Jones Estate Planned Unit Development and consists of approximately 1.911 acres identified by tax map number R610 036 000 0979 0000 located within the May River Crossing Master Plan.

STATUS: The preliminary development plan was reviewed at the June 5, 2024 DRC meeting.

STATUS: A Preliminary Development Plan resubmittal was provided on July 17, 2024.

STATUS: The Preliminary Development Plan will be considered at the 8/28/24 Planning Commission Meeting.

STATUS 8/29/24: The Preliminary Development Plan was APPROVED. Awaiting stormwater permit and final DP submittal.

PROJECT NAME:



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Active Cases					
Development Plan					
DP-01-25-019535	01/13/2025		Development Plan	Active	Dan Frazier
Applicant: R. Stewart Design, LLC		Owner: Olympia Rymko			
PLAN DESCRIPTION: A request by Randolph Stewart , on behalf of Olympia Rymko for approval of a Preliminary Development Plan application. The project consists of lots, each with one mixed use building and one carriage house with associated infrastructure. The property is zoned Neighborhood Center - Historic District and consists of approximately 0.29 acres identified by tax map numbers R610 039 00A 0254 0000 and R610 039 00A 0385 0000 located on the northeast corner of Boundary Street and Green Street. STATUS: This item will be heard at the February 19, 2025 Development Review Committee meeting.					
PROJECT NAME:		OLD TOWN			
DP-06-24-019163	06/06/2024	87 SIMMONSVILLE ROAD	Development Plan	Active	Dan Frazier
Applicant: Carolina Engineering Consultants, Inc.		Owner: One Bluff Park LLC			
PLAN DESCRIPTION: A request by David Karlyk, PE of Carolina Engineering, on behalf of One Bluff Park for approval of a Preliminary Development Plan. The project consists of constructing a 4,265 sq. ft. automated car wash with associated parking and infrastructure. The property is zoned Shultz PUD and consists of approximately 1.49 acres identified by tax map number R610 031 000 1691 0000 and located at the northeast corner of Bluffton Parkway and Simmonsville Road within the Bluffton Park Master Plan. STATUS: The preliminary development plan was heard at the Development Review Committee meeting on July 17, 2024. A resubmittal was provided on July 22, 2024. STATUS: The Preliminary Development Plan was approved at the 8/28/24 Planning Commission Meeting. Awaiting final DP submittal.					
PROJECT NAME:		BUCK ISLAND/SIMMONSVILLE			



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Active Cases

Development Plan

DP-06-22-016804	06/01/2022	6201 JENNIFER CT	Development Plan	Active	Dan Frazier
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Applicant: Witmer-Jones-Keefer, Ltd.

Owner: Michael Bradley Holdings, LLC

PLAN DESCRIPTION: A request by Witmer Jones Keefer, Ltd for approval of a preliminary development plan application. The project proposes the construction of a ±50,000 SF two-story building that includes a +/-20,000 square foot production brewery, and a +/-30,000 square foot space allocated to restaurant tenants, retail tenants, business offices, and a tasting room. The property is zoned Neighborhood Core (NC), identified by tax map numbers R610 039 000 0021 0000, R610 039 000 0756 0000, and R610 039 000 0757 0000 and located on three existing lots on Jennifer Court at the intersection of Buck Island Road and May River Road.

STATUS UPDATE: Staff comments were heard at the July 6 meeting of the DRC.

STATUS UPDATE: The application was approved with conditions at the August 24, 2022, Planning Commission meeting.

STATUS UPDATE: Staff comments on the final development plan were heard at the November 30, 2022 meeting of the DRC.

STATUS UPDATE: Final development plans were resubmitted on December 7, 2023.

STATUS UPDATE: Staff provided the applicant with comments on the final development plan re-submittal on December 22, 2023.

STATUS: Awaiting resubmittal.

PROJECT NAME: BUCK ISLAND/SIMMONSVILLE

DP-03-24-019067	03/26/2024	2800 MAY RIVER CROSSING	Development Plan	Active	Dan Frazier
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Applicant: Ryan Lyle

Owner: First Chatham Bank

PLAN DESCRIPTION: A request by Ryan Lyle of Davis & Floyd, Inc on behalf of Russell Baxley of Beaufort Memorial Hospital for approval of a preliminary development plan. The project consists of the construction of a 5,000 SF medical office building with associated parking and pedestrian access. The property is zoned Jones Estate Planned Unit Development and consists of approximately 1.37 acres identified by tax map number R610 036 000 3212 0000 and located within the May River Crossing Master Plan.

Status: Staff comments on the preliminary development plan were heard at the May 1, 2024, meeting of the DRC. Resubmittal was made 5/14/24 for June 26, 2024 Planning Commission consideration.

Status: The preliminary development plan application was conditionally approved at the June 26, 2024 Planning Commission meeting. Awaiting final development plan submittal.

PROJECT NAME: May River Crossing



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Active Cases					
Development Plan					
DP-08-23-018338	08/01/2023	1 JCS COVE	Development Plan	Active	Dan Frazier
Applicant: Sturre Design & Development, LLC		Owner: James Saba			
<p>PLAN DESCRIPTION: A request by Nathan Sturre of Sturre Engineering on behalf of the property owner James Saba, for approval of a preliminary development plan application. The project proposes the construction of a 2,786 SF recreation building to serve the six (6) single family residences at JC's Cove. The property is zoned Agriculture (AG) and consists of 1.53 acres identified by tax map number R610 039 000 1129 0000 located on the south side of May River Road approximately 1,200 feet east of Buck Island Road.</p> <p>STATUS: Staff comments on the preliminary development plan was reviewed at the September 6, 2023 meeting of the DRC.</p> <p>STATUS: The preliminary development plan was heard at the September 27, 2023, Planning Commission meeting. Conceptual COFA was heard at the 2/21/24 DRC meeting. Awaiting final development plan submittal.</p>					
PROJECT NAME:		JC'S COVE			
DP-09-24-019351	09/19/2024	45 CAMP EIGHT ROAD	Development Plan	Active	Dan Frazier
Applicant: Thomas & Hutton - USE THIS ACCOUNT		Owner: Palmetto Bluff Uplands, LLC / May River Forest, LLC			
<p>PLAN DESCRIPTION: A request by Drew Lonker of Thomas and Hutton on behalf of May River Forest, LLC for approval of a Preliminary Development Plan. The project consists of 59 single family residential lots and associated infrastructure. The property is zoned Palmetto Bluff Planned Unit Development and consists of approximately 80.1 acres identified by tax map number R614 045 000 0026 0000, R610 045 000 0576 0000, R614 046 000 0062 0000, R614 046 000 0401 0000 located at the intersection of Old Moreland Road and Laurel Oak Bay Road within the Palmetto Bluff Tract Master Plan.</p> <p>STATUS: This item was heard at the October 23, 2024 Development Review Committee Meeting. Awaiting final development plan submittal.</p>					
PROJECT NAME:		PALMETTO BLUFF PHASE 1			
DP-07-24-019259	07/30/2024	1W WHITEHOUSE PLANTATION ROAD	Development Plan	Active	Dan Frazier
Applicant: Thomas & Hutton - USE THIS ACCOUNT		Owner: Will Howard			
<p>PLAN DESCRIPTION: A request by Drew Lonker of Thomas & Hutton, on behalf of Palmetto Bluff Uplands, LLC for approval of a Preliminary Development Plan. The project scope consists of general clearing, installation of water and sewer utilities, a sanitary sewer pump station, dry utilities, storm drainage infrastructure and a asphalt roadway to serve the proposed 12 single-family residential lots. The property consists of approximately 27.35 acres identified by tax map numbers R614 045 000 0024 0000 and R614 046 000 0062 0000 and located within the Palmetto Bluff PUD.</p> <p>STATUS: This item was heard at the September 4, 2024 Development Review Committee meeting. Awaiting resubmittal.</p>					
PROJECT NAME:					



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Development Plan

DP-02-25-019597 02/14/2025 11 GRASSEY LANE Development Plan Active Dan Frazier

Applicant: Sturre Design & Development, LLC **Owner:** Cornerstone Church

PLAN DESCRIPTION: A request by Sturre Engineering on behalf of Cornerstone Church for approval of a Preliminary Development Plan application. The project consists of site improvements to accommodate a new assembly hall and offices for church operations including stormwater, parking and associated infrastructure. The property is zoned Agricultural (AG) and Rural Mixed Use (RMU) and consists of approximately 41.3 acres identified by tax map number R610 036 000 0014 0000 and located south of May River Road approximately 600 feet east of Stardust Lane.

STATUS: This item will be heard at the March 26, 2025 Development Review Committee meeting.

PROJECT NAME: NEW RIVERSIDE VILLAGE

Public Project

DP-12-23-018739 12/05/2023 3829 OKATIE HWY HIGHWAY Development Plan Active Dan Frazier

Applicant: Town of Bluffton **Owner:** Town of Bluffton

PLAN DESCRIPTION: 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, construction of a pier at the southern trail terminus and 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.

STATUS: Comments for the public project were reviewed at the January 3, 2024, meeting of the DRC. Awaiting resubmittal.

STATUS 03/15/24: The project manager is negotiating an easement agreement with Central Electric and Santee Cooper.

STATUS 08/28/24: Awaiting easement agreement. Projected end of September.

PROJECT NAME:



Growth Management Application Update Report

Town of Bluffton
Department of Growth Management
Office of Planning and Community Development
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Development Plan

DP-10-24-019422 10/30/2024 72 BRIDGE ST STREET Development Plan Active Dan Frazier

Applicant: Kathleen Duncan **Owner:** Town of Bluffton

PLAN DESCRIPTION: A request by Kathleen Duncan of J.K. Tiller Associates, on behalf of the Town of Bluffton, for the approval of a Public Project. The project proposes the redevelopment of the Sarah Riley Hooks Cottage. The property is identified by tax map numbers R610 039 00A 159B 0000, R610 039 00A 159A 0000, and R610 039 00A 0159 0000, consists of 0.948 acres and is located at 76 Bridge Street in the Neighborhood General Historic District.

STATUS: This item will be heard at the November 27, 2024 Development Review Committee meeting.

STATUS: Meadors, Inc. provided architectural drawings for the demolition of the Contributing Resource and the construction of a new structure using as much historic material as possible will be heard for comment only at the February 5, 2025 Historic Preservation Commission meeting.

PROJECT NAME: OLD TOWN

DP-11-24-019435 11/04/2024 74 BRIDGE ST STREET Development Plan Active Dan Frazier

Applicant: Town of Bluffton **Owner:** Town of Bluffton

PLAN DESCRIPTION: A request by Constance Clarkson on behalf of the Town of Bluffton for the approval of a Public Project application. The project consists of roadway, sidewalk, parking and drainage improvements in the Bridge Street right-of-way in Old Town Bluffton.

STATUS: This item was heard at the December 18, 2024 Development Review Committee meeting.

PROJECT NAME: OLD TOWN

DP-10-23-018587 10/19/2023 800 BUCKWALTER PARKWAY Development Plan Active Dan Frazier

Applicant: Wood and Partners, Inc. **Owner:** Town of Bluffton

PLAN DESCRIPTION: A request by Eric Walsnovich of Wood + Partners, Inc, on behalf of the property owner, Town of Bluffton, for approval of a public project. The project proposes the construction of four new soccer fields; a new restroom building; renovations to the existing restroom building; new parking areas, driveways and sidewalks; storm water management facilities; associated utilities; lighting; site furnishings and landscaping. The property is zoned Buckwalter Planned Unit Development and consists of approximately 142.9 acres identified by tax map number R610 038 000 0053 0000 located within the Buckwalter Recreation Center Master Plan.

Status: Comments on the public project were reviewed at the November 15, 2023, meeting of the DRC.

Status 4/15/24: The applicant has submitted for Stormwater Permit and it is currently under review.

PROJECT NAME:



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Development Plan

DP-08-24-019296	08/20/2024	22 WATER ST STREET	Development Plan	Active	Dan Frazier
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Applicant: Town of Bluffton

Owner: Town of Bluffton

PLAN DESCRIPTION: A request by Charles Savino on behalf of the Town of Bluffton for approval of a Public Project. The project consists of the installation of sewer mains and sewer lateral for parcels within the Old Town Bluffton Historic District. The project also includes connection of a dwelling to the sewer main. The work areas are located in the ROW of Water Street, Green Street, Lawrence Street, and will include encroachments into Boundary Street.

STATUS: This item was heard at the September 18, 2024 Development Review Committee Meeting.

STATUS 2/12/25: Resubmittal provided. Only awaiting NPDES Approval prior to Public Project Approval.

PROJECT NAME: OLD TOWN

Total Development Plan Cases: 36

Development Plan Amendment

NA

DPA-02-25-019598	02/18/2025	15 TOWNE DR DRIVE	Development Plan Amendment	Active	Dan Frazier
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Applicant: Dynamic Engineering Consultants, PC

Owner: Jane Cooper LLC

PLAN DESCRIPTION: A request by Dynamic Engineering Consultants, PC on behalf of owner Jane Cooper, LLC for approval of a Development Plan Amendment. The project consists of the renovation of the existing restaurant to a bank with drive through, and associated parking, landscaping, and infrastructure. The property consists of 0.77 acres identified by tax map number R610 031 000 1085 0000 within the Belfair Planned Unit Development.

STATUS: This item will be heard at the March 26, 2025 Development Review Committee meeting.

PROJECT NAME: BELFAIR TOWNE VILLAGE



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Development Plan Amendment

DPA-11-24-019439	11/06/2024	5 LAWTON ST STREET	Development Plan Amendment	Active	Dan Frazier
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Applicant: Maria Drawdy **Owner:** James Jeffcoat

PLAN DESCRIPTION: A request by Maria Drawdy on behalf of James and Michele Jeffcoat Revocable Trust for approval of a Development Plan Amendment. The project consists of the demolition of the existing storage shed and construction of an accessory dwelling unit with associated parking, landscaping, and infrastructure. The property is zoned Neighborhood Center - Historic District identified by tax map number R610 039 00A 0093 0000.
STATUS: This Development Plan Amendment application was heard at the November 13, 2024, meeting of the DRC.
STATUS: A DPA Resubmittal was received on November 21, 2024.

PROJECT NAME: OLD TOWN

DPA-09-22-017226	09/23/2022		Development Plan Amendment	Active	Dan Frazier
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Applicant: Tabby Road HOA **Owner:** Tabby Road HOA

PLAN DESCRIPTION: A request by Tabby Roads HOA for approval of a development plan amendment application. The project consists of closing the Tabby Shell Road entrance from Burnt Church Road. The property is identified by tax map number R610 039 000 1235 0000 and is zoned Neighborhood General -HD.
Status: This item is on the October 26, 2022 DRC Meeting agenda.
Status 11-29-22: Revisions are required. Waiting on revisions to be submitted.
Status 1-9-23: Plans have been conditionally approved by the Town of Bluffton. The Town requires approval from SCDOT and BJWSA for the road closing prior to issuing Final Approval. SCDOT has issued their encroachment permit. Waiting on BJWSA approval.
STATUS (03.21.2025): Application expired. HOA will submit a new application.

PROJECT NAME: TABBY ROADS PHASE 1

Total Development Plan Amendment Cases: 3

Master Plan

NA



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Master Plan

MP-04-22-016566	04/06/2022		Master Plan	Active	Dan Frazier
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Applicant: Village Park Communities, LLC

Owner: Village Park Communities, LLC

PLAN DESCRIPTION: A request by Dan Keefer of Witmer Jones Keefer, LTD, on behalf of Village Park Communities, LLC, for approval of Alston Park Phase 3 Master Plan. The project consists of a maximum of 76 dwelling units, park/open spaces and related infrastructure. The subject property, comprised of 2 parcels totaling approximately 63 acres, is identified by Beaufort County Tax Map numbers R610 035 000 0019 0000 and R610 035 000 0846 0000 and commonly referred to as New Riverside Parcel 5A South located within the New Riverside PUD.

STATUS: Initial Master Plan comments were reviewed at the 5/11/22 meeting of the DRC.

STATUS: The Initial Master Plan request received a recommendation of approval at the February 22, 2023, Planning Commission meeting.

STATUS 04/01/24: The Holly Hill Lane Plat is being recorded. A community meeting is tentatively scheduled for May 1, 2024. The application will advance to Town Council once the plat is recorded and the community meeting has been held.

STATUS 5/14/24: A community meeting was held.

STATUS 11/22/24: The Holly Hill Lane Subdivision Plat was approved by the Town (SUBD-10-24-019402) and recorded (PB BK 165 Pgs 1-5).

STATUS 12/9/24: The application was updated based on the minor parcel line adjustments related to the Holly Hill Lane Subdivision Plat.

STATUS: The application is scheduled to be heard at the 2/11/25 Regular Town Council Meeting.

PROJECT NAME: ALSTON PARK

MP-01-25-019524	01/03/2025		Master Plan	Active	Dan Frazier
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Applicant: Thomas & Hutton - USE THIS ACCOUNT

Owner: University Investments LLC

PLAN DESCRIPTION: A request by Jake Reed of University Investments, LLC, for approval of an Initial Master Plan application. The project will be developed in accordance with the standards set forth in the Buckwalter PUD Concept Plan and exact locations of buildings, roads, open space, and associated infrastructure may vary at the time of Development Permit applications based on market conditions and environmental constraints. The property is zoned Buckwalter PUD and consists of approximately 114.55 acres identified by tax map numbers R610 029 000 0611 0000, R610 029 000 2343 0000, R610 029 000 2344 0000, R600 029 000 2410 0000, R600 029 000 2487 0000, R600 029 000 0014 0000, and R600 029 000 2484 0000 and located at the southwest corner of the intersection of Buckwalter Parkway and Bluffton Parkway. STATUS: This Initial Master Plan application was heard at the February 12, 2025 Development Review Committee meeting.

STATUS: The applicant resubmitted on February 26, 2025. The request will be placed on the March 26, 2025 Planning Commission agenda.

PROJECT NAME:

Total Master Plan Cases: 2



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					
Subdivision Plan					
General					
SUB-09-24-019356	09/23/2024	154 CAROLINA OAKS AVE AVENUE	Subdivision Plan	Active	Dan Frazier
Applicant: Thomas and Hutton		Owner: K Hovnanian Four Seasons			
PLAN DESCRIPTION: A request by TJ Behm of Thomas & Hutton, on behalf of Steven Baker of K. Hovnanian Homes for approval of a Subdivision application. The project consists of creating 50 single-family lots out of one existing parcel, identified by tax map number R614 028 000 0002 0000, with associated right-of-way and common areas. The property is zoned Jones Estate PUD and consists of approximately 39.463 acres located west along Carolina Oaks Ave and South along Brandywine Lane. STATUS: This item will be heard at the October 30, 2024 Development Review Committee meeting.					
PROJECT NAME:		Four Seasons at Carolina Oaks			
SUB-09-24-019348	09/18/2024	97 GOETHE RD ROAD	Subdivision Plan	Active	Dan Frazier
Applicant: Pearce Scott Architects		Owner: Clifford Bush, III			
PLAN DESCRIPTION: A request by Pearce Scott Architects, on behalf of Clifford Bush, III, for approval of a Subdivision application. The project consists of subdividing 0.28 acres to create a Western parcel, 0.11 acres, and an Eastern Parcel, 0.17 acres. The property is zoned Residential General and consists of approximately 0.28 acres identified by tax map number R610 039 000 040B 0000. STATUS: This item will be heard at the October 2, 2024 Development Review Committee Meeting.					
PROJECT NAME:		Schultz/Goethe			
SUB-09-24-019334	09/12/2024		Subdivision Plan	Active	Dan Frazier
Applicant: Thomas & Hutton		Owner: LSSD New Riverside, LLC			
PLAN DESCRIPTION: A request by Tyler Vaughn of Thomas and Hutton, on behalf of LSSD New Riverside, LLC, for approval of a subdivision application. The project consists of the subdivision to create 83 single-family lots with associated right of way and common areas for Phase 9 of Heritage at New Riverside. The property is zoned New Riverside PUD and consists of approximately 26.9 acres identified by tax map numbers R614 035 000 1362 0000 and R614 035 000 1318 0000 and located West of the HWY46/170 intersection within the Heritage at New Riverside Master Plan. STATUS: This item will be heard at the October 16, 2024 Development Review Committee Meeting.					
PROJECT NAME:		HERITAGE AT NEW RIVERSIDE PHASE 8 & 9			



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					
Subdivision Plan					
SUB-01-25-019541	01/15/2025		Subdivision Plan	Active	Dan Frazier
Applicant: Thomas & Hutton - USE THIS ACCOUNT		Owner: K Hovnanian Four Seasons			
PLAN DESCRIPTION: A request by Thomas Brehm of Thomas & Hutton on behalf of Steven Baker of K. Hovnanian Homes for approval of a Subdivision application. The project consists of creating 51 single-family lots with associated right-of-way and common areas within Four Seasons at Carolina Oaks. The property is identified by tax map number R614 028 000 0002 0000 and consists of approximately 62.9 acres. The property is zoned Jones Estate PUD. STATUS: This item will be heard at the February 19, 2025 Development Review Committee meeting.					
PROJECT NAME:		Four Seasons at Carolina Oaks			
SUB-01-25-019559	01/27/2025	2703W BIG HOUSE PLANTATION RD	Subdivision Plan	Active	Dan Frazier
Applicant: Thomas & Hutton - USE THIS ACCOUNT		Owner: Palmetto Bluff Uplands, LLC / May River Forest, LLC			
PLAN DESCRIPTION: A request by Drew Lonker of Thomas & Hutton on behalf of Palmetto Bluff Uplands, LLC for approval of a Subdivision application. The project consists of the subdivision of the pump station and creation of a relocatable access and utility easement to the site. The pump station site and relocatable easement are 0.057 acres and 0.201 acres, respectively. The property is zoned Palmetto Bluff PUD identified by tax map number R614 057 000 0001 0000 and located on Rockrose Road. STATUS: The request will be heard at the March 5, 2025 meeting of the DRC.					
PROJECT NAME:		PALMETTO BLUFF			
SUB-08-24-019301	08/26/2024		Subdivision Plan	Active	Dan Frazier
Applicant: Thomas and Hutton		Owner: K Hovnanian Four Seasons			
PLAN DESCRIPTION: A request by TJ of Thomas and Hutton, on behalf of Steven Baker of K Hovnanian Homes for approval of a Subdivision application for the Lakes at New Riverside Phase 5. The project consists of the construction of 103 single family residential units lots with associated right-of-way and common areas. The property is zoned New Riverside Planned Unit Development and consists of approximately 31.017 acres identified by tax map numbers R610 044 000 04430 0000 through R610 044 000 0560 0000 and located within Parcel 9 of the New Riverside Concept Master Plan. STATUS: This item will be heard at the October 2, 2024 Development Review Committee meeting.					
PROJECT NAME:		NEW RIVERSIDE -PARCEL 9			



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Active Cases					
Subdivision Plan					
SUB-01-25-019555	01/23/2025		Subdivision Plan	Active	Dan Frazier
Applicant: Thomas & Hutton		Owner: Pulte Group			
PLAN DESCRIPTION: A request by JP Moore of Thomas and Hutton, on behalf of John Gering of Pulte Homes Company for approval of a subdivision application. The project consists of the subdivision of Parcel 6A to create 46 single-family lots with associated right of way and common areas. The property is zoned New Riverside PUD and consists of approximately 19.0 acres identified by tax map number R610 044 000 0012 0000 and located at the intersection of Midpoint Boulevard and Scarlet Sage Drive within the Midpoint at New Riverside Master Plan. STATUS: This item will be heard at the February 26, 2025 Development Review Committee meeting.					
PROJECT NAME:		MIDPOINT AT NEW RIVERSIDE			
SUB-10-24-019408	10/21/2024		Subdivision Plan	Active	Dan Frazier
Applicant: Thomas & Hutton - USE THIS ACCOUNT		Owner: K Hovnanian Four Seasons			
PLAN DESCRIPTION: A request by TJ Behm of Thomas and Hutton, on behalf of Steven Baker of K Hovnanian Homes for approval of a Subdivision application for the Lakes at New Riverside Phase 6. The project consists of the construction of 41 single family residential units with associated right-of-way and common areas. The property is zoned New Riverside Planned Unit Development identified by tax map numbers R610 044 000 04430 0000 through R610 044 000 0560 0000 and located within Parcel 9 of the New Riverside Concept Master Plan. STATUS: This item was heard at the November 27, 2024 Development Review Committee meeting.					
PROJECT NAME:		NEW RIVERSIDE -PARCEL 9			
SUB-01-25-019561	01/28/2025	8241 PINELLAS DR DRIVE	Subdivision Plan	Active	Dan Frazier
Applicant: Jennifer Tosky		Owner: Pinellas Park LLC			
PLAN DESCRIPTION: A request by Jen Tosky for the approval of a Subdivision application. The project consists of creating two lots from the existing single lot. The property is zoned Buckwalter PUD identified by tax map number R610 022 000 1143 0000 and consists of approximately 1.5 acres within the Buckwalter Commons Master Plan. STATUS: This item will be heard at the February 26, 2025 Development Review Committee meeting.					
PROJECT NAME:		BUCKWALTER COMMONS			



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					
Subdivision Plan					
SUB-08-24-019309	08/29/2024		Subdivision Plan	Active	Dan Frazier
Applicant: Ward Edwards, Inc.		Owner: Millstone Management LLC			
PLAN DESCRIPTION: A request by Adrien Dannemiller of Okatie Bluffs Owner LLC, on behalf of Parcel 8, LLC for approval of a Subdivision application. The application consists of subdividing Parcel B-1, approximately 21.68 acres, into six (6) parcels, including access easements, to support the development of Venture at Okatie Bluffs (DP-10-23-018564). The property is zoned Buckwalter Planned Unit Development identified by tax map number R610 028 000 0921 0000 and located within the Parcel B-1 Master Plan. STATUS: This item will be heard at the October 2, 2024 Development Review Committee meeting.					
PROJECT NAME:		Buckwalter			
SUB-09-24-019370	09/30/2024	84 B SHULTS RD ROAD	Subdivision Plan	Active	Dan Frazier
Applicant: Miguel Zuniga		Owner: Cleven Bush			
PLAN DESCRIPTION: A request by Miguel Antonio Zuniga on behalf of Cleven Bush for approval of a Subdivision application. The project consists of creating two (2) lots out of one (1) existing lot, identified by tax map number R610 039 000 0153 0000, with associated access easement. The property is zoned Residential General and consists of approximately 0.51 acres located west of Goethe Road. STATUS: This item will be heard at the October 30, 2024 Development Review Committee Meeting.					
PROJECT NAME:		SHULTZ TRACT			
SUB-02-25-019578	02/04/2025	149 SIMMONSVILLE RD ROAD	Subdivision Plan	Active	Dan Frazier
Applicant: Jason Frazier		Owner: Benjamin & Leah Frazier			
PLAN DESCRIPTION: A request by Jason Frazier on behalf of Benjamin Frazier for the approval of a Subdivision application. The project consists of the subdivision of a single lot into three lots with associated access and utility easements. The property is zoned Residential General (RG) identified by tax map number R600 031 000 0168 0000 and consists of approximately 0.91 acres located on Simmonsville Road. STATUS: This item will be heard at the March 12, 2025 Development Review Committee meeting.					
PROJECT NAME:		BUCK ISLAND/SIMMONSVILLE			

Total Subdivision Plan Cases: 12



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Active Cases

Zoning Action

UDO Text Amendment

ZONE-09-24-019360	09/24/2024	41 THOMAS HEYWARD ST STREET	Zoning Action	Active	Charlotte Moore
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Applicant: Keith Fisher

Owner:

PLAN DESCRIPTION: Request for inclusion of carports in the UDO.
STATUS 09.24.2024: Requires a pre-application meeting. Staff will contact applicant.

PROJECT NAME: OLD TOWN

ZONE-03-18-011836	03/26/2018		Zoning Action	Active	Kevin Icard
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Applicant: Town of Bluffton

Owner: Town of Bluffton

PLAN DESCRIPTION: A request by the Unified Development Ordinance Administrator for consideration of revisions to the following sections of the Town of Bluffton's Municipal Code of Ordinances, Chapter 23, Unified Development Ordinance:

1.1.8 Activities That Do Not Constitute Development; 2.2 Establishment; 3.2 General Application Approval Process; 3.9 PUD Master Plan; 3.18 Certificate of Appropriateness – Historic District (HD); 3.19 Site Feature – Historic District (HD); 3.20.2 Applicability; 3.25 Designation of Contributing Structure; 3.26 Appeals; 4.4 Conditional Use Standards; 5.3.7 Specific Landscaping Standards; 5.15 Old Town Bluffton Historic District; 7.2.2. Illegal Nonconformities; 7.9 Nonconforming Sites Resulting from Right-Of-Way Dedication or Acquisition; 9.2 Definitions; 9.3 Interpretation of Dimensional Standards; and, 9.4 Description of Uses of Land and Buildings

STATUS: 1/29/2019 The Application was heard at the January 23, 2019 Planning Commission meeting where it was recommended for approval to Town Council with conditions related specifically to Public Projects, Minor and Major PUD Master Plans, Development Plans, requiring public notice for various projects and to include language related to appeals.

STATUS: 2/18/2019 The Application will be heard at the March 12th Town Council meeting.

STATUS: 5/28/2019 A portion of the text amendments were approved by Town Council at their March 12, meeting. Additional items will be presented to Town Council at a future date.

STATUS: 4/21/2020 Various UDO text amendments are being reviewed by Planning Commission, and Town Council over the coming months.

STATUS: 4/22/2024 - Staff continues to bring forth UDO edits to be reviewed by Planning Commission, and Town Council.

PROJECT NAME:



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					
Zoning Action					
ZONE-03-25-019653	03/17/2025		Zoning Action	Active	Dan Frazier
Applicant: Town of Bluffton Town of Bluffton		Owner: Town of Bluffton Town of Bluffton			
PLAN DESCRIPTION: Update Table 4.3 of the UDO to allow Schools as a by-right use in the Preserve Zoning district.					
PROJECT NAME:					
Zoning Map Amendment					
ZONE-02-25-019606	02/19/2025		Zoning Action	Active	Dan Frazier
Applicant: Beaufort County School District		Owner: Beaufort County School District			
PLAN DESCRIPTION: A request by Beaufort County School District for a new early childhood school to serve Bluffton.					
PROJECT NAME:					
ZONE-06-24-019188	06/17/2024	332 BUCK ISLAND RD ROAD	Zoning Action	Active	Dan Frazier
Applicant: Town of Bluffton		Owner: Town of Bluffton			
PLAN DESCRIPTION: A request by the Town of Bluffton for Zoning Map Amendment of approximately 1.38 acres located at 328, 330 and 332 Buck Island Road identified as Beaufort County Tax Map Numbers R 610 039 000 0016 0000 (328 and 330 Buck Island Road) and R610 039 000 018C 0000 (332 Buck Island Road) to Rezone the Subject Property to the Light Industrial (LI) District.					
STATUS 8/29/24: The workshop was held at the July 24, 2024 Planning Commission meeting. The Public Hearing and Recommendation to Town Council is tentatively scheduled for September 25, 2024 Planning Commission meeting.					
PROJECT NAME: BUCK ISLAND/SIMMONSVILLE					



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Active Cases

Zoning Action

ZONE-02-24-018921	02/02/2024	11 GRASSEY LANE	Zoning Action	Active	Dan Frazier
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Applicant: Sturre Design & Development, LLC

Owner:

PLAN DESCRIPTION: A request by Nathan Sturre of Sturre Engineering on behalf of the property owners Cornerstone Church of Bluffton and Lalie Ann Mole, for approval of a zoning map amendment. The applicant is requesting to rezone two parcels from the Planned Unit Development (PUD) zone district to a mix of Agricultural (AG) and Rural Mixed Use (RMU) zoning districts. The properties are zoned Mindstream Academy Planned Unit Development and consists of approximately 43.3 acres identified by tax map numbers R610 036 000 0014 0000 and R610 036 000 014B 0000 located south of May River Road approximately 600 feet east of Stardust Lane.
STATUS: A required Planning Commission Workshop was held on February 28, 2024. STATUS 03/27/24: The Planning Commission recommended approval of the request at the March 27, 2024, Planning Commission Meeting.
STATUS: First reading of the Zoning Map Amendment was approved at the April 9, 2024, meeting of Town Council.
STATUS: Public Hearing and Second & Final Reading of the Zoning Map Amendment request will approved at the May 14, 2024, meeting of Town Council.

PROJECT NAME:

ZONE-01-24-018840	01/11/2024		Zoning Action	Active	Dan Frazier
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Applicant: University Investments

Owner: University Investments

PLAN DESCRIPTION: A request by University Investments, LLC, for a Zoning Map Amendment for approximately 65.592 acres located at the northwest corner of the intersection of Buckwalter Parkway and Lake Point Drive and identified by Beaufort County Tax Map Nos. R600 029 000 2410 0000 and R600 029 000 0014 0000 to rezone the subject property to Buckwalter Planned Unit Development (PUD) subject to a new Grande Oaks Commons Land Use Tract to be established through a Buckwalter PUD Text Amendment. This application is associated with the following requests; ANNEX-11-23-018624, CPA-01-24-018845, COMP-01-24-018844, ZONE-02-24-018991 (Text), and DAA-01-24-018842.
STATUS: Comments on the associated Concept Plan Amendment were heard at the March 27, 2024 meeting of the DRC.
STATUS: This request was heard at the May 22, 2024, Planning Commission Meeting as a Public Workshop item.
STATUS: The Public Hearing for the zoning map amendment and comprehensive plan amendment are tentatively scheduled for the July 24, 2024, Planning Commission meeting.
STATUS 8/29/24: The zoning map amendment and comprehensive plan amendment were heard at the July 24, 2024 Planning Commission meeting. Tentatively scheduled for the September 10, 2024 Town Council meeting for first reading.

PROJECT NAME:



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					

Zoning Action

ZONE-03-24-019046 03/14/2024 Zoning Action Active Dan Frazier

Applicant: Bryant and Son Trucking Company **Owner:** Bryant and Son Trucking Company

PLAN DESCRIPTION: A request by the applicant and property owner Johnnie Bryant III, for approval of a zoning map amendment application. The property is located at 30 Davis Road and consists of approximately 2.14 acres identified by tax map number R600 029 000 0028 0000 and currently zoned T2R Rural in unincorporated Beaufort County. This application is associated with the following annexation request; ANN-03-24-019045.

STATUS: This request was heard at the May 22, 2024, Planning Commission Meeting as a Public Workshop item.

STATUS: The Public Hearing for the zoning map amendment and comprehensive plan amendment are tentatively scheduled for the July 24, 2024, Planning Commission meeting.

STATUS 8/29/24: The zoning map amendment and comprehensive plan amendment were heard at the Planning Commission meeting. The amendments were heard at the August 13, 2024 Town Council meeting for First Hearing. The Second Hearing is tentatively scheduled for October 8, 2024 Town Council Meeting.

PROJECT NAME:

Total Zoning Action Cases: 8

Total Active Cases: 98

Total Plan Cases: 98



Town of Bluffton
 20 Bridge St.
 PO Box 386
 Bluffton, SC 29910
 843.706.4500

To: Town Council
From: Stephen Steese, Town Manager
Date: March 31, 2025

Town Operations / Community Meetings

- It has been a very heavy month for the FY 25-26 budget. We have held departmental meetings and initial meetings with Town Council. We are taking all comments and working to prepare the Draft FY25-26 Budget to present to Council.
- Staff continued to meet with the engineer that is reviewing the entire Bluffton Parkway as part of the LATS study. They have held the public input session in February and will present to the LATS committee in the future.
- Town Staff attended the Career Day at Bluffton Middle School to discuss town careers and to receive input on the future park at the property we purchased on Buck Island Road. The kids were all excited to provide input and we have summarized the results.
- We held 12 meetings with 30 organizations over 2 days to get their input on a potential Performing Arts Center. Good feedback and guidance were provided to our consultant as they complete their study.

Town Council/Town Attorney Related Meetings

- Weekly Mayor / Mayor Pro Tempore / Manager meetings.
- Mayor Toomer, Councilmembers, and staff attended the SOLOCO meeting in Hardeeville on March 25th. An update from the Childcare Committee was presented and a proposed resolution supporting childcare solutions at the state level will be shared. Updates were also provided from the Regional Housing Trust and the Regional Planning Committee.
- Councilman Wood and Executive attended the HHI-Bluffton Chamber Ball at the Hilton Beachfront Resort.
- Councilman Wood and Executive attended the Golden Oyster Awards put on by the Greater Bluffton Chamber of Commerce.
- Mayor Toomer and Councilman Hamilton met with several parties that have parts in trying to make vehicle connections in the Town that were identified as “potential” in development agreements. We will continue to look at options to make connections between two neighborhoods and two commercial developments to help traffic flow better.

Updates and Miscellaneous Information

- We did a refresh at the Splash Pad to get it ready for this season. We were able to open it a few days early and it will remain open until November.
- Our Movie Night Events kick off April 4th from 5:00 – 8:00 at Oscar Frazier Park.
- The Town also has their Family Day event on April 5th at Oscar Frazer Park.

RESOLUTION

A RESOLUTION DECLARING APRIL AS FAIR HOUSING MONTH IN THE TOWN OF BLUFFTON BY AFFIRMING THE CONTINUED DEDICATION TO FAIR HOUSING PRINCIPLES AND REGULATIONS ESTABLISHED BY THE STATE OF SOUTH CAROLINA AND THE UNITED STATES FEDERAL GOVERNMENT

WHEREAS, April 11, 2025 marks the 57th anniversary of the signing of Title VIII of the 1968 Civil Rights Act, as amended, which guarantees fair housing opportunities for all Americans; and

WHEREAS, the principle of fair housing is not only state and national law and policy, but a fundamental human concept and entitlement for all citizens; and

WHEREAS, the Town of Bluffton desires that all its citizens be afforded the opportunity to attain a decent, safe, and sound living environment; and

WHEREAS, the Town of Bluffton rejects discrimination on the basis of race, religion, color, sex, national origin, disability, and/or family status in the sale, rental, or provision of other housing services; and

WHEREAS, as a community we welcome all good neighbors, recognizing the contributions and richness tendered by a wide variety of young and old, male and female, people of all colors, ethnic backgrounds, and religious traditions; and

WHEREAS, interested parties from both the private and public sectors will participate in a town, state and national effort to promote fair housing.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA:

1. The month of April 2025 to be "Fair Housing Month;" and
2. All residents of our community are urged to personally adopt the spirit of equal housing opportunity and adhere to the letter and character of the Fair Housing Laws.

THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ADOPTION.

SIGNED, SEALED AND DELIVERED THIS 8th DAY OF April, 2025.

Larry C. Toomer, Mayor
Town of Bluffton, South Carolina

ATTEST:

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

TOWN COUNCIL

STAFF REPORT
Executive Department

MEETING DATE:	April 8, 2025
PROJECT:	Consideration of an Ordinance and Ratification of an Easement Over Certain Real Property owned by the Town of Bluffton, Identified as Beaufort County Tax Map No. R610 039 000 0498 0000, in favor of Dominion Energy South Carolina, Inc. to Provide Service to 1095 May River Road.
PROJECT MANAGER:	Heather Colin, Assistant Town Manager

REQUEST:

Town Council approve Second and Final Reading of an Ordinance authorizing the granting and transfer of a permanent utility easement (Attachment 1) to Dominion Energy of South Carolina Inc. over a portion of real property owned by the Town of Bluffton at 1095 May River Road (Tax Map No. R610 039 000 0498 0000). First reading was approved with no changes by a unanimous vote at the March 11 meeting.

BACKGROUND:

On April 10, 2018, Town Council approved a Resolution to acquire 1095 May River Road. In 2019 a Request for Proposals for the development of affordable housing on certain Town owned property, which included 1095 May River Road as a possible site, to further the Town's affordable housing initiatives in accordance with the Town's adopted Strategic Plan. A Master Agreement for the Development of Affordable Housing, as amended, was awarded to Workforce State of Mind, LCC and executed on August 4, 2022, with a subsequent Addendum executed on August 8, 2023, for the development of 1095 May River Road.

Dominion Energy has requested that the Town grant it a utility easement across a portion of the property for the purpose of installing utilities to serve the twelve planned townhomes.

Should Town Council desire to pursue the granting of the easement, formal action to authorize the easement via Ordinance is necessary. In accordance with Sections 5-7-40 and 5-7-260 of the South Carolina Code of Laws and Sections 2-13(a)(8) and 2-13(a)(4) of the Code of Ordinances for the Town of Bluffton, Town Council must act by Ordinance to convey, lease, or authorize the conveyance or lease of any Town owned lands as well as easements and public rights-of-way. Therefore, the proposed Ordinance for approval of the Easement is provided as Attachment 2.

NEXT STEPS:

Should Town Council desire to approve Second and Final Reading of the proposed Ordinance, the following next steps will be implemented:

1. Town Manager executes Easement
2. Recording of Easement

SUMMARY:

Consideration of a proposed Easement related to Town owned property at 1095 May River Road in favor of the Dominion Energy of South Carolina Inc.

ATTACHMENTS:

1. Ordinance with Draft Easement
2. Proposed Motion

ORDINANCE NO. _____

TOWN OF BLUFFTON, SOUTH CAROLINA

AN ORDINANCE AUTHORIZING THE TOWN MANAGER TO EXECUTE AND DELIVER AN EASEMENT PROVIDING A NON-EXCLUSIVE PERMANENT UTILITY EASEMENT TO DOMINION ENERGY OF SOUTH CAROLINA INC. OVER CERTAIN REAL PROPERTY OWNED BY THE TOWN OF BLUFFTON CONSISTING OF A PORTION OF PARCEL R610-039-000-0498-0000

WHEREAS, the Town of Bluffton, South Carolina, (the “*Town*”) presently owns one parcel of approximately 1.78 acres located in the Town of Bluffton, Beaufort County, South Carolina, commonly known and identified as 1095 May River Road and assigned Tax Map No. R610-039-000-0498-0000 (the “*Property*”); and,

WHEREAS, Dominion Energy of South Carolina (“*Dominion Energy*”) has requested that the Town grant it a utility easement across a portion of the Property for the purpose of installing utilities to serve the twelve planned townhomes; and,

WHEREAS, Town Staff has worked diligently with Dominion Energy to locate an appropriate easement path across the Property that ensures a minimal impact to the Property itself; and,

WHEREAS, Town Council has determined that it is in the best interests of the Town to authorize the execution and delivery of the requested *Easement*, which has been attached hereto as EXHIBIT “A” and incorporated by reference herein (the “*Easement*”); and,

WHEREAS, Sections 5-7-40 and 5-7-260 of the South Carolina Code of Laws and Sections 2-13(a)(8) and 2-13(a)(4) of the Code of Ordinances for the Town of Bluffton requires that Town Council act by Ordinance to convey, lease, or authorize the conveyance or lease of any Town owned lands as well as easements and public rights-of-way.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA, in accordance with the foregoing, as follows:

SECTION 1. EXECUTION AND DELIVERY OF EASEMENT. The Town Council hereby authorizes the transfer and conveyance of the necessary easements over the Property and hereby authorizes the Town Manager to execute the Easement in substantial form to the one attached hereto as EXHIBIT “A”.

SECTION 2. AUTHORIZATION FOR ADDITIONAL ACTIONS. The Mayor, Town Manager, and Town Clerk are each hereby authorized to execute any and all documents necessary to consummate the transfer and conveyance of the easements on the

Property from the Town, including, without limitation, the delivery and recordation of the Easement with the Office of the Register of Deeds for Beaufort County, South Carolina. The Town Manager is hereby authorized to pay such reasonable costs of the transaction as may be necessary.

SECTION 3. ORDINANCE IN FULL FORCE AND EFFECT. This entire Ordinance shall take full force and effect upon its final adoption.

DONE, RATIFIED AND ENACTED this ____ day of _____, 2025.

This Ordinance was read and passed at first reading on March 11, 2025.

Larry Toomer, Mayor
Town of Bluffton, South Carolina

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

This Ordinance was read and passed at second reading on _____, 2025.

Larry Toomer, Mayor
Town of Bluffton, South Carolina

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

INDENTURE, made this _____ day of _____, 2025 by and between **The Town of Bluffton, a South Carolina municipal corporation**, hereinafter called "Grantor" (whether singular or plural), and the **DOMINION ENERGY SOUTH CAROLINA, INC.**, a South Carolina corporation, having its principal office in Cayce, South Carolina, hereinafter called "Grantee".

WITNESSETH:

That, in consideration of the sum of One Dollar (\$1.00) received from Grantee, Grantor, owning a tract or development known as **May River Road Townhomes** situate in the County of **Beaufort**, State of South Carolina, shown on a certain plat or various plats filed or to be filed in the office of the public records of said County and generally described as follows: Being a tract or lot of land containing **1.78** acres, more or less, and being the same lands conveyed to Grantor by deed of **KGB 1934 LTD, CO**, dated or recorded **07/25/2018**, and filed in the Register of Deeds office for **Beaufort** County in Deed Book **3686** at Page **2292**.

All that certain piece, parcel or lot of land situate, lying and being in Bluffton Township, and identified as Tract 4 on that certain plat recorded in Plat Book 73 at Page 26. The easement is for the Grantee's facilities more fully shown on DESC Drawing #85447 and any revisions made thereof and is being made a part hereof, by reference only and will be as the Grantee's facilities are actually installed. A signed DESC Drawing by the Grantor will be authorization for the Grantee to install/extend its facilities in the future.

TMS: **R610 039 000 0498 0000**

The Grantor hereby grants and conveys to Grantee, its successors and assigns, the right, privilege and authority, from time to time, to enter upon, construct, extend, inspect, operate, replace, relocate, repair and perpetually maintain upon, over, under, along, across and through any and all property shown on the plat of land referred to above, and upon, over, under, along, across and through any and all streets, alleys, roads or other public ways or places of said development now existing or hereafter laid out, an overhead or underground electric line or lines consisting of any or all of the following: poles, conductors, lightning protective wires, municipal, public or private communication lines, cables, conduits, pad mounted transformers, guys, push braces and other accessory apparatus and equipment deemed by Grantee to be necessary or desirable, together with the right of ingress, egress and access to and from such rights of way, across and upon the lands of Grantor, as may be necessary or convenient for the purposes connected therewith.

Together also with the right to lay, construct, maintain, operate, repair, alter, replace and remove pipe lines, together with valves, tieovers and appurtenant facilities for the transportation of gas, oil petroleum products or any other liquids, gases or substances which can be transported through a pipe line.

Together also with the right, from time to time, to install guy wires upon lots in said development, to overhang lots with conductors, cross arms and service wires with the right (but not the obligation) from time to time to trim, cut or remove trees, underbrush and other obstructions that are within, over, under or through a strip of land ("Easement Space") extending Fifteen (15) feet on each side of any pole lines and Five (5) feet on each side of any underground wires or pipe lines and within, over, under or through a section of land extending Twelve (12) feet from the door side(s) of any pad mounted transformers, elbow cabinets, switchgears or other devices as they are installed; provided, however, any damage to the property of Grantor (other than that caused by trimming, cutting or removing) caused by Grantee in maintaining or repairing said lines, shall be borne by Grantee; provided further, however, that Grantors agree for themselves, their successors and assigns, not to build or allow any structure to be placed on the premises in such a manner that any part thereof will exist within the applicable above specified Easement Space, and in case such structure is built, then Grantor, or such successor and assign as may be in possession and control of the premises at the time, will promptly remove the same upon demand of Grantee herein. Grantor further agrees to maintain minimum ground coverage of thirty six (36) inches and maximum ground coverage of fifty four (54) inches over all underground primary electric lines. Grantor further agrees to maintain minimum ground coverage of twenty four (24) inches and maximum ground coverage of forty two (42) inches over all underground pipe (gas) lines.

The words "Grantor" and "Grantee" shall include their heirs, executors, administrators, successors and assigns, as the case may be.

IN WITNESS WHEREOF, Grantor has caused this indenture to be duly executed the day and year first above written.

WITNESS:

[SIGNATURE TO FOLLOW]

For: The Town of Bluffton, a South Carolina municipal corporation

1st Witness

By: _____(SEAL)

Stephen Steese, ICMA-CM

Town Manager

Title

2nd Witness

ACKNOWLEDGMENT

STATE OF SOUTH CAROLINA)
)
COUNTY OF **Beaufort**)

The foregoing instrument was acknowledged before me, the undersigned Notary, and I do hereby certify that the within named **Stephen Steese, ICMA-CM** as **Town Manager** for **The Town of Bluffton, a South Carolina municipal corporation** personally appeared before me this day and that the above named acknowledged the due execution of the foregoing instrument.

Sworn to before me this _____ day of _____, **2025**

Signature of Notary Public State of SC

My commission expires: _____

Print Name of Notary Public

**RIGHT OF WAY GRANT TO
DOMINION ENERGY SOUTH CAROLINA, INC.**

Line: **1095 MAY RIVER RD TOWNHOMES**

County: **Beaufort**

R/W File Number: **27569**

Grantor(s): **The Town of Bluffton, a South Carolina municipal corporation**

Return to: **DESC, C/O Right of Way Dept., 81 May River Road, Bluffton, SC 29910**

Attachment 2
Proposed Motion

Consideration of an Ordinance and Ratification of an Easement Over Certain Real Property owned by the Town of Bluffton, Identified as Beaufort County Tax Map No. R610 039 000 0498 0000, in favor of Dominion Energy South Carolina, Inc. to Provide Service to 1095 May River Road.

Proposed Motion

"I move to approve the second and final reading of an Ordinance authorizing the Town Manager to execute an Easement providing an easement over certain real property owned by the Town of Bluffton, located at 1095 May River Road, in favor of Dominion Energy of South Carolina for the purpose of installing utilities to serve the twelve planned townhomes."

TOWN COUNCIL



STAFF REPORT
Projects and Watershed Resilience Department

MEETING DATE:	April 8, 2025
PROJECT:	Consideration of Planning Commission Recommendations for Fiscal Year 2026 Capital Improvement Program Projects Prioritization
PROJECT MANAGER:	Patrick Rooney, Capital Improvement Program Manager

REQUEST: Town Staff requests Town Council approve Planning Commission’s unanimous recommendation of a prioritized project list of proposed Capital Improvement Program projects for the 2026 Fiscal Year (FY) and for the FY2026 Budget.

BACKGROUND: As required annually by the South Carolina Code of Laws Section 6-29-340(B)(2)(e), the Planning Commission reviewed and unanimously recommended for Town Council’s consideration a prioritized FY2026 Capital Improvement Program (CIP) project list at their March 26, 2025 meeting.

As large capital projects may span multiple fiscal years to fund (depending upon priority) design, permit and construct, Staff presented to Planning Commission a summary of the CIP projects which:

- 1. either have been, or will be substantially, completed during FY2025 (Attachment 1); and
- 2. a proposed FY2026 CIP project list that contains previously identified priority projects in FY2025 that will carry over into FY2026, plus newly proposed projects for FY2026.

The ranking of the newly proposed projects was provided by the Planning Commission at the March 26, 2025 meeting, and all new projects received a priority 1 grade with the exception of the Impervious Restoration Projects (Attachment 2). The Pritchardville Elementary, McCracken Middle and Bluffton Elementary School Impervious Restoration Projects received a priority grade 2 as Agreements with the Beaufort County School District have not been finalized at the time of this submission. Work will commence upon approval and execution of these Agreements.

Additionally, the Proposed FY2026 Capital Improvement Program Five Year Plan was presented to the Planning Commission with the disclaimer that this document is tentative and subject to change during the Budget Review and Approval Process with Town Council in future years (Attachment 3).

The FY2026 Projects were classified into two groups, labeled as “1” or “2,” with projects graded “1” considered a higher priority than projects graded “2.” Please note that projects are not listed in rank order (e.g. #1, #2, #3, etc.), nor should they be ranked from top to bottom. However, it is required that the projects be placed in one of two groups.

The distribution map of current and proposed CIP projects located throughout the Town's jurisdiction is illustrated in Attachment 4 (Note: Certain projects may not be mapped due to map limitations). Project data sheets for all proposed FY2026 projects are provided (Attachment 5).

Although no review criteria are specified in State Law for CIP prioritization, the Government Finance Association's "Capital Improvement Programming: A Guide for Smaller Governments" (1996) offers the following criteria that were used to rank the proposed FY2026 Capital Project List:

1. Legal mandates – is the project needed to meet federal mandates?
2. Fiscal and budget impacts – what is the project cost and impact to the operating budget?
3. Health and safety impacts – will the project improve the health and/or safety of residents in a measurable way?
4. Environmental, aesthetic, and social effects – does the project reduce pollution levels or ensure community values are being achieved?
5. Economic development impacts – does the project promote economic vitality?
6. Relationship to other projects – are there advantages from this project which benefit other ones?

NEXT STEPS: Following Town Council's consideration of Planning Commission's recommendation, a prioritized list of CIP projects will be proposed as part of the FY2026 budget adoption process.

SUMMARY: Planning Commission unanimously recommended a prioritized list of CIP projects (Attachment 2) at the March 26, 2025 meeting for Town Council consideration. The Department of Projects and Watershed Resilience staff requests Town Council approval of the proposed CIP FY2026 project priorities, as submitted.

ATTACHMENTS:

1. FY2025 Completed Projects
2. Proposed FY2026 Project List with Ranking
3. Proposed FY2026 CIP 5-Year Plan
4. FY2026 CIP Project Distribution Map
5. FY2026 CIP Project Data Sheets
6. Recommended Motion

FY26 BUDGET PROPOSAL
5-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS FY26 - FY30

PROJECTS SUBSTANTIALLY COMPLETED TO BE REMOVED FROM CIP

Item	Project #	Completed FY25 Projects	Strategic Plan Focus Area(s)	Description
1	F0001	Town Hall Improvements	Town Organization, Infrastructure	Facility Improvement
2	F0002	Squire Pope Carriage House	Community Quality of Life, Infrastructure	Facility Improvement
3	P0003	Oscar Frazier Park Splash Pad	Community Quality of Life, Infrastructure	Park Improvement
4	P0006	New River Village Park	Town Organization, Infrastructure	Park Improvement
5	R0005	Wharf Street Lighting	Community Quality of Life, Infrastructure	Lighting, Pedestrian Safety
6	R0006	Boundary Street Lighting	Community Quality of Life, Infrastructure	Lighting, Pedestrian Safety
7	S0002	Buck Island-Simmons ville Sanitary Sewer Phase 5	May River & Surrounding Rivers and Watersheds	Sewer Installation and Watershed Protection
8	S0010	May River Action Plan Impervious Restoration Project	May River & Surrounding Rivers and Watersheds	Infrastructure, May River & Surrounding Rivers and Watersheds
Projects anticipated to be complete prior to end of FY25				

FY26 BUDGET PROPOSAL

5-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS FY26 - FY30

Item	Project #	FY26-30 Projects	Strategic Plan Focus Area(s)	Description	Previous Prioritization	Staff Priority	PC Priority	TC Priority
1	E0001	Buckwalter Multi-County Commerce Park Phase 2	Economic Growth	Comprehensive Infrastructure	1	1	1	--
2	F0003	Law Enforcement Center Facility Improvements	Infrastructure, Town Organization	Facility Improvement	1	1	1	--
3	F0004	Sarah Riley Hooks Cottage	Infrastructure	Facility and Park Improvement	2	1	1	--
4	F0005	Town Facilities ADA Compliance Implementation	Infrastructure	Facility ADA Compliance	--	1	1	--
5	F0006	New Riverside Barn Park Event Lawn Pavilion (NEW)	Infrastructure	Facility and Park Improvement	--	1	1	--
6	F0007	New Riverside Barn Park Public Services Building (NEW)	Infrastructure, Town Organization	Facility Improvement	--	1	1	--
7	F0008	Public Services Expansion & Watershed Facility (NEW)	Infrastructure, Town Organization	Facility Improvement	--	1	1	--
8	H0001	Town of Bluffton Housing Project	Affordable and/or Workforce Housing	Workforce/Affordable Housing	1	1	1	--
9	I0001	Public Safety Cameras Phase 7	Community Quality of Life, Infrastructure	Public Safety	1	1	1	--
10	I0002	Network Infrastructure Improvements	Infrastructure	IT Infrastructure Upgrades	1	1	1	--
11	L0001	Land Acquisition	Economic Growth, Infrastructure	Public Land	1	1	1	--
12	P0001	Park Improvements	Community Quality of Life	Park Improvements	1	1	1	--
13	P0002	Oyster Factory Park	Infrastructure, May River & Surrounding Rivers and Watersheds	Park and Facility Improvement	1	1	1	--
14	P0004	New Riverside Barn Park	Community Quality of Life, Infrastructure	Park and Facility Improvement	1	1	1	--
15	P0005	New River Linear Trail	Community Quality of Life, Infrastructure	Pathway Improvements	1	1	1	--
16	P0008	Buckwalter Place Park Improvements	Community Quality of Life	Park and Facility Improvements	--	1	1	--
17	P0009	Buck Island Simmonsville Neighborhood Park (NEW)	Community Quality of Life	Park and Facility Improvements	--	1	1	--
18	P0010	Public Art	Community Quality of Life, Infrastructure	Public Art Improvements	--	1	1	--
19	P0011	New Riverside Barn Park Ph 2 Trails & Disc Golf (NEW)	Community Quality of Life	Park and Facility Improvements	--	1	1	--
20	R0001	Pathway and Pedestrian Safety Improvements	Community Quality of Life	ADA Compliance and Public Safety	2	1	1	--
21	R0002	Calhoun Street Streetscape	Economic Growth, Infrastructure	Comprehensive Infrastructure - Streetscape	1	1	1	--
22	R0007	Boundary Street Streetscape	Community Quality of Life, Economic Growth, Infrastructure	Comprehensive Infrastructure - Streetscape	1	1	1	--
23	R0008	Town Wide Wayfinding Signage	Community Quality of Life, Infrastructure	Town-wide Directional Signage	2	2	2	--
24	R0009	Historic District Overhead Powerline Conversion	Infrastructure	Public Safety	--	1	1	--
25	R0010	Ghost Roads	Economic Growth, Infrastructure	Comprehensive Infrastructure - ROW Acquisition	1	1	1	--
26	S0001	Sewer Connections	Infrastructure, May River & Surrounding Rivers and Watersheds	Sewer and Watershed Protection	1	1	1	--
27	S0005	Historic District Sewer Extension Phase 4	Infrastructure, May River & Surrounding Rivers and Watersheds	Sewer and Watershed Protection	1	1	1	--
28	S0006	Historic District Sewer Extension Phase 5	Infrastructure, May River & Surrounding Rivers and Watersheds	Sewer and Watershed Protection	1	1	1	--
29	S0007	Historic District Sewer Extension Phase 6	Infrastructure, May River & Surrounding Rivers and Watersheds	Sewer and Watershed Protection	1	1	1	--
30	S0008	Bridge Street Streetscape	Economic Growth, Infrastructure	Comprehensive Infrastructure - Streetscape	1	1	1	--
31	S0009	Comprehensive Drainage Crooked and Guerrard Coves	Infrastructure, May River & Surrounding Rivers and Watersheds	Drainage and Watershed Protection	1	1	1	--
32	S0011	Stoney Crest Campground/Old Palmetto Bluff Rd	Infrastructure, May River & Surrounding Rivers and Watersheds	Sewer and Watershed Protection	1	1	1	--
33	S0012	Pritchard Street Drainage Improvements	Infrastructure, May River & Surrounding Rivers and Watersheds	Comprehensive Infrastructure - Streetscape	1	1	1	--
34	S0014	Pritcherville Elementary School MRWAP IRP (NEW)	Infrastructure, May River & Surrounding Rivers and Watersheds		--	2	2	--
35	S0015	McCracken Middle School MRWAP IRP (NEW)	Infrastructure, May River & Surrounding Rivers and Watersheds		--	2	2	--
36	S0016	Bluffton Elementary School MRWAP IRP (NEW)	Infrastructure, May River & Surrounding Rivers and Watersheds		--	2	2	--
39		May River Road - Pedestrian Trail	Community Quality of Life, Infrastructure	Pathway Improvements	2	2	2	--

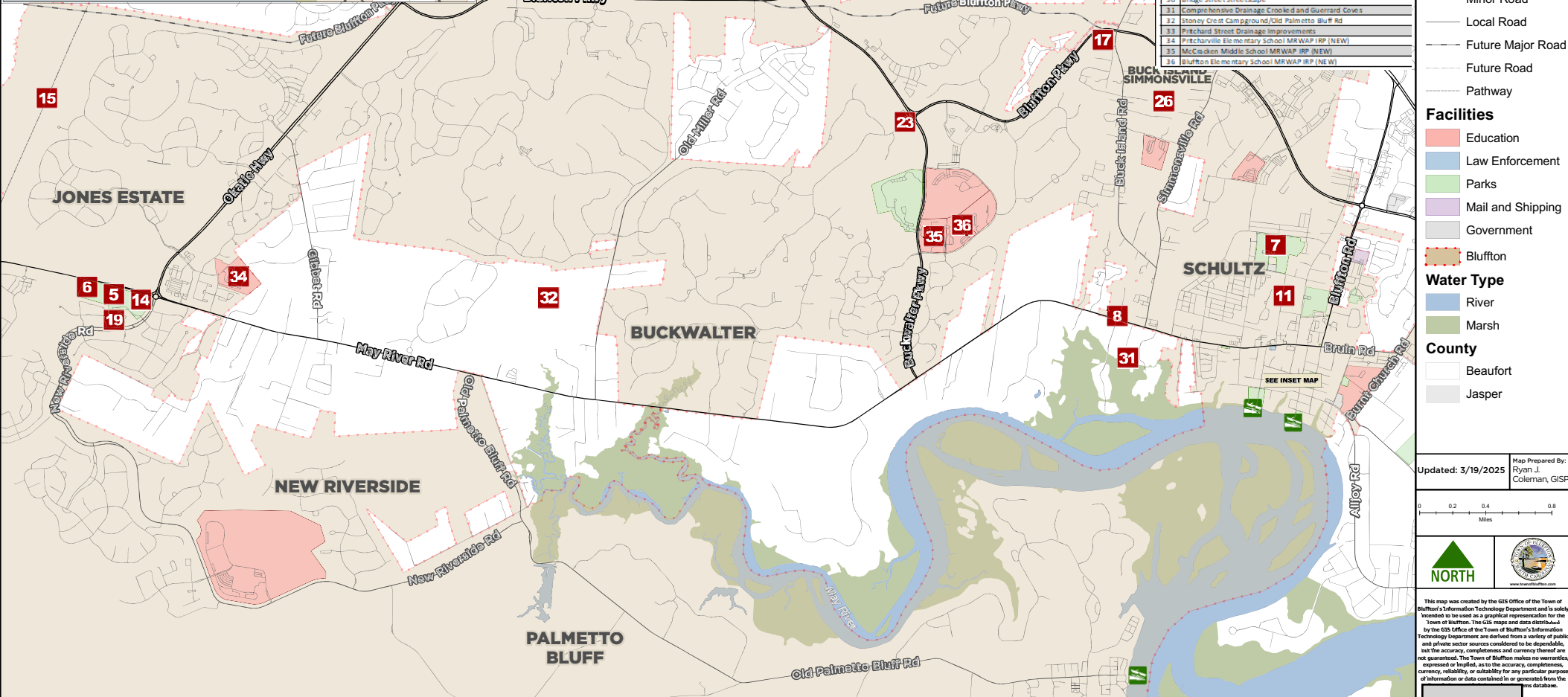
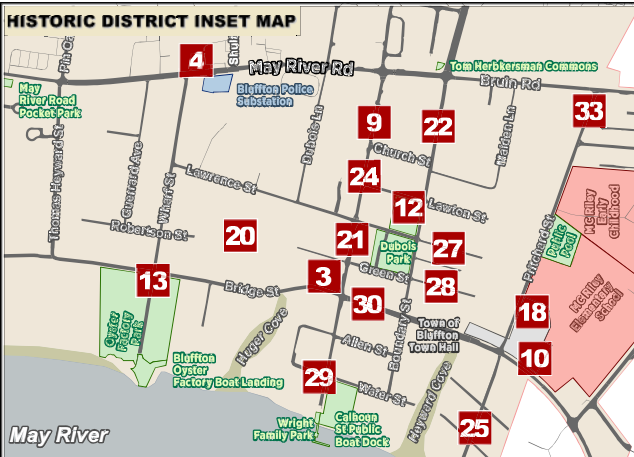
FY2026 Capital Improvements Program Proposed Budget

****SUBJECT TO CHANGE**

Project Number	Project Name	Prior Years	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Economic Development Projects								
E0001	Buckwalter Multi-County Commerce Park Phase 2	3,453,945	1,514,455	-	-	-	-	4,968,400
Facilities Projects								
F0003	Law Enforcement Center Facility Improvements	1,628,571	195,000	675,000	-	-	-	2,498,571
F0004	Sarah Riley Hooks Cottage	621,222	1,162,350	12,500	-	-	-	1,796,072
F0005	Town Compliance ADA Compliance Facilities Improvement	-	100,000	100,000	-	-	-	200,000
F0006	New Riverside Barn Park Event Lawn Pavilion	-	111,500		-	-	-	111,500
F0007	New Riverside Barn Park Public Services Building	-	99,000	1,250,000	-	-	-	1,349,000
F0008	Public Service Expansion & Watershed Facility	-	201,000	1,381,731	-	-	-	1,582,731
Housing Projects								
H0001	Town of Bluffton Affordable Housing Project	1,161,279	740,816	-	-	-	-	1,902,095
Information Technology								
I0001	Public Safety Cameras	460,381	139,200	141,500	-	-	-	741,081
I0002	Network Infrastructure Improvements	499,078	35,000	-	-	-	-	534,078
Land Acquisition								
L0001	Land Acquisition	11,108,086	3,423,269	500,000	500,000	500,000	500,000	16,531,355
Park Projects								
P0001	Park Improvements	830,546	60,000	-	-	-	-	890,546
P0002	Oyster Factory Park	2,385,654	973,502	1,502,400	-	-	-	4,861,556
P0004	New Riverside Barn Park	13,069,976	2,142,000	-	-	-	-	15,211,976
P0005	New River Linear Trail	1,908,257	3,661,787	-	-	-	-	5,570,044
P0008	Buckwalter Place Park Improvements	774,190	1,350,859	-	-	-	-	2,125,049
P0009	Buck Island / Simmonsville Neighborhood Park	-	198,500	-	-	-	-	198,500
P0010	Public Art	200,000	100,000	100,000	100,000	100,000	100,000	700,000
P0011	New Riverside Barn Park Phase 2 Trails and Disc Golf	-	135,000	475,000	-	-	-	610,000
Road Projects								
R0001	Pathway Pedestrian Safety Improvements	1,218,710	460,235	-	-	-	-	1,678,945
R0002	Calhoun Street Streetscape	585,399	427,230	1,488,822	1,428,822	-	-	3,930,273
R0005	Wharf Street Lighting	167,500	69,500	-	-	-	-	237,000
R0007	Boundary Street Streetscape	355,024	3,359,250	-	-	-	-	3,714,274
R0008	Town-Wide Wayfinding Signage	95,000	-	600,000	840,000	-	-	1,535,000
R0009	Historic District Overhead Power Conversion	-	74,000	-	-	-	-	74,000
R0010	Ghost Roads	92,453	376,000	-	-	-	-	468,453
Stormwater and Sewer Projects								
S0001	Sewer Connections	882,799	459,046	-	-	-	-	1,341,845
S0005	Historic District Sewer Extension Phase 4	10,702	575,760	-	-	-	-	586,462
S0006	Historic District Sewer Extension Phase 5	344,902	183,920	-	-	-	-	528,822
S0007	Historic District Sewer Extension Phase 6	455,772	201,700	-	-	-	-	657,472
S0008	Bridge Street Streetscape	1,800,459	1,593,313	-	-	-	-	3,393,772
S0009	Crooked Cove and Guerrard Cove Comprehensive Drainage and Watershed Analysis	842,256	84,500	-	-	-	-	926,756
S0011	Stoney Crest Campground Palmetto Bluff Road	-	1,352,432	-	-	-	-	1,352,432
S0012	Pritchard Street Streetscape and Drainage Improvements	756,169	1,224,366	-	-	-	-	1,980,535
S0014	Pritchardville Elementary School MRWAP Impervious Restoration Project	-	83,500	2,500	411,000	-	-	497,000
S0015	McCracken Middle School MRWAP Impervious Restoration Project	-	109,500	2,500	611,000	-	-	723,000
S0016	Bluffton Elementary School MRWAP Impervious Restoration Project	-	100,000	3,000	531,000	-	-	634,000
Total		45,708,330	27,077,490	8,234,953	4,421,822	600,000	600,000	86,642,595

Section XI. Item #5.

HISTORIC DISTRICT INSET MAP



CAPITAL IMPROVEMENT PROJECTS	
Item	Project Name
1	Buckwalter Multi-County Commerce Park Phase 2
2	Law Enforcement Center Facility Improvements
3	Sarah Riley Hodges Cottage
4	Town Facilities ADA Compliance Implementation
5	New Riverside Barn Park Event Lawn Pavilion (NEW)
6	New Riverside Barn Park Public Services Building (NEW)
7	Public Services Expansion & Watershed Facility (NEW)
8	Town of Bluffton Housing Project
9	Community Safety Cameras Phase 7
10	Network Infrastructure Improvements
11	Land Acquisition
12	Park Improvements
13	Oyster Factory Park
14	New Riverside Barn Park
15	New River Linear Trail
16	Buckwalter Place Park Improvements
17	Buck Island Simmonsville Neighborhood Park (NEW)
18	Public Art
19	New Riverside Barn Park Ph 2 Trails & Disc Golf (NEW)
20	Pathway and Pedestrian Safety Improvements
21	Calhoun Street Streetscape
22	Boundary Street Streetscape
23	Town Wide Wayfinding Signage
24	Historic District Overhead Powerline Conversion
25	Export Roads
26	Sewer Connections
27	Historic District Sewer Extension Phase 4
28	Historic District Sewer Extension Phase 5
29	Historic District Sewer Extension Phase 6
30	Bridge Street Streetscape
31	Comprehensive Drainage Crooked and Guerard Coves
32	Irony Creek Compound/Old Palmetto Bluff Rd
33	Pritchard Street Drainage Improvements
34	Pritchardville Elementary School MRWAP IRP (NEW)
35	McClellan Middle School MRWAP IRP (NEW)
36	Bluffton Elementary School MRWAP IRP (NEW)

Town of Bluffton
Beaufort County, SC

Information Technology
Department

5-YEAR CAPITAL
IMPROVEMENT
PROJECTS
FY26 - FY30

Legend

- Projects
- Boat Ramp/Dock

Streets

- Major Road
- Minor Road
- Local Road
- Future Major Road
- Future Road
- Pathway

Facilities

- Education
- Law Enforcement
- Parks
- Mail and Shipping
- Government

Water Type

- River
- Marsh

County


- Beaufort
- Jasper


Updated: 3/19/2025
Map Prepared By:
Ryan J. Coleman, GISP


0 0.2 0.4 0.8
Miles




This map was created by the GIS Office of the Town of Bluffton's Information Technology Department and is solely intended to be used as a graphical representation for the Town of Bluffton. The GIS maps and data distributed by the GIS Office of the Town of Bluffton's Information Technology Department are derived from a variety of public and private sector sources considered to be dependable, but the accuracy, completeness and currency thereof are not guaranteed. The Town of Bluffton makes no warranties, expressed or implied, as to the accuracy, completeness, currency, reliability, or suitability for any particular purpose of information or data contained in or generated from the GIS database.

Capital Improvements Program Fund Project Data Sheet									
Project Name	Buckwalter Multi-County Commerce Park Phase 2					Project #	E0001		
Program Type	Economic Development	Project Manager	Mark Maxwell			Start to End	FY2021 - FY2026		
Project Scope					Project Photo or Map				
<p>Project scope includes planning, design, and construction of infrastructure improvements at Buckwalter Place Commerce Park to enhance economic development opportunities on Town-owned land. Bluffton Town Council, Beaufort County Council, and Jasper County Council previously joined together to designate this site as a Multi-County Industrial Park (MCIP). This project includes a public private partnership between the Town of Bluffton and Parkway Commons I LLC to include 50,000 sf of office and light industrial space.</p>									
mons I, LLC. Three buildings will include 50,000 square feet of office and light industrial space. The first building will include a landing pad for the Don									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ 35,661	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	28,079	5,000	-	-	-	-	-	-	28,079
Construction	286,462	\$ 3,996,425	\$ 3,139,404	1,514,455	-	-	-	-	4,940,321
Other	-	-	-	-	-	-	-	-	-
Total	\$ 314,541	\$ 4,037,086	\$ 3,139,404	\$ 1,514,455	\$ -	\$ -	\$ -	\$ -	\$ 4,968,400
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
TIF	\$ 27,296	\$ 2,204,420	\$ -	\$ 309,455	\$ -	\$ -	\$ -	\$ -	\$ 336,751
MIDF	-	\$ -	-	625,000	-	-	-	-	625,000
.	9,911	\$ -	-	-	-	-	-	-	9,911
Grants/Provisos	-	\$ 1,000,000	-	580,000	-	-	-	-	580,000
Total	\$ 37,207	\$ 3,204,420	\$ -	\$ 1,514,455	\$ -	\$ -	\$ -	\$ -	\$ 1,551,662
Strategic Focus Area & Guiding Principle					Project Status				
<p>Economic Growth - Guiding Principal #3: Focus on economic growth pursuits that will increase jobs, generate additional revenue and create demand for supporting businesses.</p> <p>Guiding Principal #4: Develop and implement a collaborative Economic Gardening strategy with local businesses.</p>					<p>Construction started on the first building in FY25. The first building includes a landing pad for the Don Ryan Center, a daycare, and additional office space.</p>				
Guide					Project Performance Measures				
<p>1) 2014 Comprehensive Plan, Economic Development, Community Facilities and Priority Investment Chapters, and 2) FY 2020 - 2021 Strategic Plan.</p>					<p>Construction and infrastructure development as set forth in the Public-Private Partnership Agreement supporting job ready sites.</p>				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance	TBD	-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs: O&M costs to be determined upon construction completion.									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Law Enforcement Center Facility Improvements					Project #	F0003		
Program Type	Facilities	Project Manager	C. Savino / B. Osborne			Start to End	FY2018 - FY2026		
Project Scope					Project Photo or Map				
Improvements include LEC parking expansion, security fence installation, door and vehicular access systems updates, a reflection plaza, covered carport, challenge course and impound lot as other interior and exterior upgrades to the facility and grounds.									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	82,334	72,500	59,500	60,000	-	-	-	-	201,834
Construction	1,439,237	404,056	45,000	135,000	675,000	-	-	-	2,294,237
Other	-	2,500	2,500	-	-	-	-	-	2,500
Total	\$ 1,521,571	\$ 479,056	\$ 107,000	\$ 195,000	\$ 675,000	\$ -	\$ -	\$ -	\$ 2,498,571
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
MIDF	\$ 72,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,400
SWU Fees	134,399	-	-	-	-	-	-	-	134,399
Local HTAX	864,227	20,000	-	195,000	500,000	-	-	-	1,559,227
General Fund FB	34,013	40,000	-	-	175,000	-	-	-	209,013
Utility Tax Credits	36,425	-	-	-	-	-	-	-	36,425
Donation	-	35,000	-	-	-	-	-	-	-
Local ATAX	238,993	-	-	-	-	-	-	-	238,993
TIF	141,114	384,056	107,000	-	-	-	-	-	248,114
Total	\$ 1,521,571	\$ 479,056	\$ 107,000	\$ 195,000	\$ 675,000	\$ -	\$ -	\$ -	\$ 2,498,571
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #1:</i> Establish routine and industry best practice maintenance guidelines to monitor the efficiency and operability of current below and above grade infrastructure and facilities. <i>Guiding Principle #2:</i> Identify programs, technologies or resources to complement current operational practices that ensure the sustainability of existing infrastructure and facilities. <i>Town Organization</i> <i>Guiding Principle #4:</i> Implement programs and develop projects that create a professional, safe, value-oriented, accountable and responsive work environment with opportunities for education, advancement, and job fulfillment.</p>					<p>The LEC service yard design began in FY21 and construction was completed in FY22. Flooring replacement, and covered parking shed was completed in FY23. Challenge course and various improvements were completed in FY24. Impound lot, as well as recommendations from the Space Needs study are scheduled for FY26 and beyond. Design of improvements would be budgeted for FY 26 with construction in FY 27.</p>				
Project Origination					Project Performance Measures				
FY 2019-2020 Strategic Plan.					Complete facility improvements to maintain security, and ensure the sustainability of existing Town infrastructure and facilities.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2025 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance	Reflection Plaza & Grounds	6,500	6,500	6,500	6,500	6,500	32,500		
Total		\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 32,500		
Method for Estimating Costs: O&M costs to be determined upon construction completion.									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Sarah Riley Hooks Cottage					Project #	F0004		
Program Type	Facilities	Project Manager	Pat Rooney			Start to End	FY2023 - FY2026		
Project Scope					Project Photo or Map				
<p>The Town of Bluffton purchased the Sarah Riley Hooks Cottage property in 2021, consisting of .896 acres at 76 Bridge Street. This purchase provides additional public open space along Huger Cover in the Historic District and the preservation of a significant historic/cultural resource. Proposed improvements include the rehabilitation/reconstruction of the Sarah Riley Hooks Cottage, parking, perimeter walkways, open lawn, observation deck and arbor/swings overlooking Huger Cove, interpretive signage, landscaping and lighting.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	15,510	\$ 31,490	\$ 3,700	\$ 1,300	\$ -	\$ -	\$ -	\$ -	\$ 20,510
Design	107,466	78,625	65,061	44,937	12,500	-	-	-	229,964
Construction	374	1,336,432	424,822	1,116,113	-	-	-	-	1,541,308
Other	-	10,000	7,500	-	-	-	-	-	7,500
Total	\$ 123,350	\$ 1,456,547	\$ 501,083	\$ 1,162,350	\$ 12,500	\$ -	\$ -	\$ -	\$ 1,799,282
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Hospitality Tax	\$ 123,350	\$ 938,330	\$ 501,083	\$ 437,247	\$ 12,500	\$ -	\$ -	\$ -	\$ 1,074,180
CIP Fund Balance	-	518,217	-	518,217	-	-	-	-	518,217
Grants/Provisos	-	-	-	206,886	-	-	-	-	206,886
									-
Total	\$ 123,350	\$ 1,456,547	\$ 501,083	\$ 1,162,350	\$ 12,500	\$ -	\$ -	\$ -	\$ 1,799,283
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Community Quality of Life</i> <i>Guiding Principal #1: Preserve and enhance the historic and cultural identity/resources that reflect the values and traditions of our community. We support and promote cultural activities that reflect our historic legacy.</i> <i>Infrastructure</i> <i>Guiding Principle #3: Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i></p>					<p>Sarah Riley Hooks Cottage construction documents and permitting were completed in 2024. The cottage construction is planned to begin in 2025. Site work and landscape will follow cottage construction in FY26-FY27.</p>				
Project Origination					Project Performance Measures				
FY 2021-2022 Strategic Plan					The purchase of this parcel aligns with the Strategic Plan Guiding Principals to preserve significant open space and environmental resources within the Town.				
General Fund Operations and Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	TBD		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 12,000		
Maintenance			6,000	6,000	6,000	6,000	24,000		
Total		\$ -	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 36,000		
Method for Estimating Costs: Costs were based on quotes and historical costs data of similar projects.									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Town Facilities ADA Compliance Implementation					Project #	F0005		
Program Type	Town Facilities	Project Manager		Mark Maxwell		Start to End	FY2025 - FY2028		
Project Scope					Project Photo or Map				
Project includes the design and implementation of upfits required for existing Town facilities to meet the Americans with Disabilities Act regulations and standards.									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	100,000	-	100,000	-	-	-	-	100,000
Construction	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
General Fund	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Strategic Focus Area & Guiding Principle					Project Status				
Infrastructure: <i>Guiding Principal #1:</i> Establish routine and industry best practice maintenance guidelines to monitor the efficiency and operability of current below and above grade infrastructure and facilities. <i>Guiding Principal #3:</i> Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.					Design and construction documents of proposed facility improvements to meet ADA standards will be substantially complete in FY25. Permitting to begin in FY26 and construction to be implemented in FY26 through FY28.				
Project Origination					Project Performance Measures				
Project originated from the 2024 Architectural Space Needs Planning Assessment.					That all town-owned facilities are compliant with the American's with Disabilities Act regulations.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

Capital Improvements Program Fund Project Data Sheet									
Project Name	New Riverside Barn Park Event Lawn Pavilion					Project #	F0006		
Program Type	Facilities	Project Manager		Brian Osborne		Start to End	FY2026 - FY2027		
Project Scope					Project Photo or Map				
This project consists of the planning, design, permitting and construction of a proposed +/-38' x 42' pavilion at the New Riverside Barn Park event lawn.									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	-	-	96,500	-	-	-	-	96,500
Construction	-	-	-	15,000	-	-	-	-	15,000
Other	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 111,500	\$ -	\$ -	\$ -	\$ -	\$ 111,500
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
TIF	\$ -	\$ -	\$ -	\$ 111,500	\$ -	\$ -	\$ -	\$ -	\$ 111,500
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 111,500	\$ -	\$ -	\$ -	\$ -	\$ 111,500
Strategic Focus Area & Guiding Principle					Project Status				
<p>Community Quality of Life</p> <p>Guiding Principle #5: Foster and support place-based initiatives and evaluate community policies, programs, gathering places, and events that promote healthy and quality lifestyles for our diverse citizenry.</p> <p>Infrastructure</p> <p>Guiding Principle #3: Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</p>					<p>Conceptual Architectural Plans and Elevations were presented at the October 2024 Workshop. Design Development will continue in FY25. Construction Documents, permitting and bidding is proposed for FY26 with construction in FY26-FY27 pending budget approval.</p>				
Project Origination					Project Performance Measures				
Review and approval from Town Council at the October 2024 Workshop					Rentals and public use of pavilion for events at the park				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

Capital Improvements Program Fund Project Data Sheet									
Project Name	New Riverside Barn Park Public Services Building					Project #	F0007		
Program Type	Facilities	Project Manager	Brian Osborne			Start to End	FY2026 - FY2027		
Project Scope					Project Photo or Map				
<p>Project scope includes the design, permitting and construction of a 40' x 70' Public Services Building and infrastructure at the New Riverside Barn Park. In addition, this project will include the remainder of the trails within the forested section of the park.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	-	-	41,000	-	-	-	-	41,000
Construction	-	-	-	58,000	1,250,000	-	-	-	1,308,000
Other	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 99,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 1,349,000
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
TIF	\$ -	\$ -	\$ -	\$ 99,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 1,349,000
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 99,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 1,349,000
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Infrastructure:</i> <i>Guiding Principle #3 Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i></p>					<p>Preliminary Design was completed in FY25. Permitting and bidding will continue in FY26 with construction planned for FY26-FY27. Full construction budget will be submitted with the FY 27 budget.</p>				
Guiding Principle					Project Performance Measures				
<p>Project originated with the adoption of the FY25 - FY26 Strategic Plan and recommendation from the 2024 Comprehensive Facility Study</p>					<p>Completion of this project will provide the Public Services Department with a much needed maintenance facility at the New Riverside Barn Park to service all the Town Owned parks and roads in the western areas of the Town.</p>				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

Capital Improvements Program Fund Project Data Sheet

Project Name	Public Service Expansion & Watershed Facility			Project #	F0008
Program Type	Facilities	Project Manager	Mark Maxwell	Start to End	FY2026-FY2028

Project Scope

Project includes feasibility studies, design, permitting, construction documents and construction for a proposed Public Services facility expansion and a new Watershed facility at Oscar Frazier Park.

Project Photo or Map



Project Budget

	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ 34,000	\$ -	\$ -	\$ -	\$ -	\$ 34,000
Design	-	-	-	167,000	49,000	-	-	-	216,000
Construction	-	-	-	-	1,332,731	-	-	-	1,332,731
Other	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 201,000	\$ 1,381,731	\$ -	\$ -	\$ -	\$ 1,582,731

Project Funding Sources

	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
General Fund	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
LATAx	-	-	-	-	381,731	-	-	-	381,731
SWU Fees	-	-	-	101,000	500,000	-	-	-	601,000
TIF	-	-	-	-	500,000	-	-	-	500,000
Total	\$ -	\$ -	\$ -	\$ 201,000	\$ 1,381,731	\$ -	\$ -	\$ -	\$ 1,582,731

Strategic Focus Area & Guiding Principle

Infrastructure:
Guiding Principal #1: Establish routine and industry best practice maintenance guidelines to monitor the efficiency and operability of current below and above grade infrastructure and facilities.
Guiding Principal #3: Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.

Project Status

A Comprehensive Facility Study will be completed in FY25 providing recommendations for the Public Services expansion and a relocated Watershed facility. Conceptual design will begin in FY26 to determine if property within Oscar Frazier can accommodate proposed facility needs.

Project Origination

FY25-26 Strategic Plan and Comprehensive Facilities Study


Project Performance Measures


To accommodate current and proposed facility needs for Public Services and Watershed.


General Fund Operations & Maintenance (O&M) Costs


	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast
Operations							\$ -
Maintenance							-
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -


Method for Estimating Costs:

Capital Improvements Program Fund Project Data Sheet									
Project Name	Town of Bluffton Affordable Housing Project					Project #	H0001		
Program Type	Housing	Project Manager	Mark Maxwell / Victoria Smalls			Start to End	FY2020 - FY2026		
Project Scope					Project Photo or Map				
<p>Town Council approved the purchase of a 1.78 acre tract at 1095 May River Road for the purpose of developing Workforce and/or Affordable Housing. The Town has established a private/ public partnership with State of Mind LLC who is a qualifying developer to construct 12 townhomes.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	203,372	203,372	-	-	-	-	-	203,372
Construction	7,158	1,599,215	847,000	740,816	-	-	-	-	1,594,974
Other	103,749	-	-	-	-	-	-	-	103,749
Total	\$ 110,907	\$ 1,802,587	\$ 1,050,372	\$ 740,816	\$ -	\$ -	\$ -	\$ -	\$ 1,902,095
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
GF Fund Balance	\$ 110,907	\$ 241,207	\$ -	\$ 362,661	\$ -	\$ -	\$ -	\$ -	\$ 473,568
CIP Fund Balance	-	1,408,439	897,431	226,320	-	-	-	-	1,123,751
State ATAX	-	152,941	152,941	151,835	-	-	-	-	304,776
Local ATAX	-	-	-	-	-	-	-	-	-
Total	\$ 110,907	\$ 1,802,587	\$ 1,050,372	\$ 740,816	\$ -	\$ -	\$ -	\$ -	\$ 1,902,095
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Affordable and/or Workforce Housing</i> <i>Guiding Principle #1:</i> Foster private sector partners to design and develop diverse housing options within existing development agreements.</p>					<p>The Town has partnered with State of Mind LLC to construct 12, 2 and 3 bedroom townhomes that will be offered for homeownership to income qualifying applicants that fall within the AMI of 60 to 100 percent. Construction has begun and will continue through FY26.</p>				
Project Origination					Project Performance Measures				
<p>1) 2014 Comprehensive Plan, Housing and Economic Development Chapters, and 2) FY2019-2020 Strategic Plan.</p>					<p>Providing infrastructure investments to facilitate future affordable or workforce housing options for the Bluffton community.</p>				
General Fund Operations & Maintenance (O&M) Costs									
	Description			FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast
Operations				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance				-	-	-	-	-	-
Total				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Method for Estimating Costs:									


Capital Improvements Program Project Data Sheet									
Project Name	Public Safety Cameras					Project #	I0001		
Program Type	IT Infrastructure	Project Manager		Tracye Stormer		Start to End	FY2020 - FY2026		
Project Scope					Project Photo or Map				
Installation of Flock camera system in peripheral areas of Town limits where there is currently no coverage. This project will provide officer's with additional resources in helping solve and prevent crimes.									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	-	-	-	-	-	-	-	-
Construction	265,381	232,210	195,000	139,200	141,500	-	-	-	741,081
Other	-	-	-	-	-	-	-	-	-
Total	\$ 265,381	\$ 232,210	\$ 195,000	\$ 139,200	\$ 141,500	\$ -	\$ -	\$ -	\$ 741,081
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
TIF	\$ 58,766	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,766
Hospitality Tax	198,535	232,210	195,000	-	-	-	-	-	393,535
CIP Fund Balance	8,080	-	-	-	-	-	-	-	8,080
Grants/Provisos	-	-	-	139,200	141,500	-	-	-	280,700
Total	\$ 265,381	\$ 232,210	\$ 195,000	\$ 139,200	\$ 141,500	\$ -	\$ -	\$ -	\$ 741,081
Strategic Focus Area & Guiding Principle					Project Status				
<i>Community Quality of Life</i> <i>Guiding Principle #1:</i> Enhance public safety around our school systems. <i>Guiding Principle #2:</i> Enhance public safety around our parks. <i>Guiding Principle #4:</i> Support initiatives and evaluate community policies, programs, gathering places, and events that promote healthy and quality lifestyles for our diverse citizenry.					Phase I of installation of Flock cameras for Police Department on peripheral of Town of Bluffton. Installation of new cameras throughout the town as needed. Maintenance and changes as needed throughout. Phase 2 design and installation of additional Flock cameras is scheduled for FY26 and Phase 3 design and installation scheduled for FY27 and both are dependent on the receipt of grant funding from the Department of Justice.				
<i>Infrastructure</i> <i>Guiding Principle #3:</i> Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens.									
Project Origination					Project Performance Measures				
FY 2019-2020 Strategic Plan.					Completion of this project will increase citizen safety and surveillance capabilities and reduce crime.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	Electrical	\$ 5,000	\$ 7,200	\$ 7,600	\$ 7,900	\$ 8,400	\$ 36,100		
Maintenance		-	-	-	-	-	-		
Total		\$ 5,000	\$ 7,200	\$ 7,600	\$ 7,900	\$ 8,400	\$ 36,100		
Method for Estimating Costs: Estimates were based on actual costs of the previous camera phases.									


Capital Improvements Program Project Data Sheet									
Project Name	Network Infrastructure Improvements						Project #	I0002	
Program Type	IT Infrastructure	Project Manager	Tracye Stormer				Start to End	FY2021 - FY2027	
Project Scope					Project Photo or Map				
FY2026 network infrastructure projects include: Standardization of door access for equipment at remote sites for technology and public services. Cybersecurity upgrade for servers and endpoints Inventory program of technology equipment									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	-	-	-	-	-	-	-	-
Construction	499,078	261,564	87,000	35,000	-	-	-	-	621,078
Other	-	-	-	-	-	-	-	-	-
Total	\$ 499,078	\$ 261,564	\$ 87,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 621,078
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
GF Fund Balance	\$ 499,078	\$ 251,132	\$ 76,568	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 610,646
CIP Fund Balance	-	10,432	10,432	-	-	-	-	-	10,432
	\$ 499,078	\$ 261,564	\$ 87,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 621,078
Strategic Focus Area & Guiding Principle					Project Status				
Infrastructure Identify programs, technologies or resources to compliment current operational practices that ensure the sustainability of existing infrastructure and facilities.					FY2026 network infrastructure projects include: Standardization of door access for equipment at remote sites for technology and public services. Cybersecurity upgrade for servers and endpoints Inventory program of technology equipment				
Project Origination					Project Performance Measures				
Strategic Plan FY 2021-2022					Infrastructure enhancement to the network.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs: Costs were based on cost data of similar projects in the industry.									


Capital Improvements Program Project Data Sheet									
Project Name	Land Acquisition					Project #	L0001		
Program Type	Land	Project Manager	Town Manager		Start to End	FY2009 - FY2028			
Project Scope					Project Photo or Map				
<p>Acquisition of land for municipal purposes as directed by Town Council. As part of the 2019 Strategic Plan Action Agenda, the Town will develop a formal Land Acquisition Policy for future investments.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Total	\$ 8,150,984	\$ 4,957,102	\$ 2,533,833	\$ 3,423,269	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 16,108,086
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Hospitality Tax	\$ 1,090,310	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,090,310
Interest Income	391	-	-	-	-	-	-	-	391
Donation	156,800	-	-	-	-	-	-	-	156,800
Sale of Assets	588,653	-	-	-	-	-	-	-	588,653
RDA Funds	200,000	-	-	-	-	-	-	-	200,000
TIF Debt Service	407,834	-	-	-	-	-	-	-	407,834
Rental Income	83,123	-	-	-	-	-	-	-	83,123
MIDF	406,594	1,200,000	-	-	-	-	-	-	406,594
GO Bond Proceeds	10,765	-	-	-	-	-	-	-	10,765
GF Fund Balance	943,081	500,000	-	500,000	500,000	500,000	500,000	500,000	3,443,081
CIP Fund Balance	4,263,433	3,257,102	2,533,833	2,923,269	-	-	-	-	9,720,535
TBD	-	-	-	-	-	-	-	-	-
Total	\$ 8,150,984	\$ 4,957,102	\$ 2,533,833	\$ 3,423,269	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 16,108,086
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure Guiding Principle #3: Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</p> <p>Economic Growth Guiding Principle #3: Focus on strategic economic development pursuits that will increase local jobs, generate additional revenue and create demand for supporting businesses.</p>					<p>FY2017- 2019 Property Acquisitions included 68 Boundary Street, Wright Family Park, 184 Bluffton Road, 1095 May River Road, New Riverside Barn Site, and the Sarah Riley Hooks property. Future Acquisitions are currently undetermined and funding sources are To Be Determined (TBD) depending on location and future use.</p> <p>FY23-FY24 Due diligence performed on potential parcels.</p>				
Project Origination					Project Performance Measures				
FY 2019-2020 Strategic Plan					A parcel is purchased which aligns with the Guiding Principles and adds significantly to the cultural and operational environment base of the Town.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance	0	-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs: Per Fund Balance Policy minimum \$500,000 budget per year plus unspent carry forward.									


Capital Improvements Program Project Data Sheet									
Project Name	Park Improvements					Project #	P0001		
Program Type	Parks	Project Manager	Pat Rooney			Start to End	FY2020 - FY2026		
Project Scope					Project Photo or Map				
<p>This project consists of the design and construction of capital improvements to existing Town Parks outside of general maintenance and repairs. Capital improvements may include significant additions or replacement of site features such as playground equipment, shade structures, synthetic turf, site furnishings, pavement, lighting, signage and landscaping.</p> <p>Parks covered in this capital improvement project include DuBois, Pritchard Pocket Park, Oscar Frazier, Wright Family, Buckwalter Place Park, and Martin Family Park.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Design	32,232	-	-	-	-	-	-	-	32,232
Construction	387,809	411,559	395,505	60,000	-	-	-	-	843,314
Other	-	-	-	-	-	-	-	-	-
Total	\$ 420,041	\$ 426,559	\$ 410,505	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 890,546
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Hospitality Tax	\$ 420,041	\$ 325,458	\$ 309,404	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 789,445
General Fund	-	101,101	101,101	-	-	-	-	-	101,101
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ 420,041	\$ 426,559	\$ 410,505	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 890,546
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Community Quality of Life</i> <i>Guiding Principle #4:</i> Support initiatives and evaluate community policies, programs, gathering places, and events that promote healthy and quality lifestyles for our diverse citizenry.</p> <p><i>Infrastructure:</i> <i>Guiding Principle #3:</i> Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</p>					<p>Completed FY25 Improvements included design of Buckwalter Place West Park, warrantee maintenance at Rotary Center, construction of shade sails, pavilion repair and landscaping at DuBois Park, bulkhead repair at Wright Family Park and various landscape and site furnishing upgrades at selected Town Parks. Planned FY26 improvements include new swings with overhead shade at DuBois Park.</p>				
Project Origination					Project Performance Measures				
1) 2014 Comprehensive Plan, and 2) citizen feedback/input.					These improvements are designed to make these areas more hospitable to encourage discovery and use by citizens and visitors.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs: O&M costs included in existing Public Services budget.									


Capital Improvements Program Fund Project Data Sheet

Project Name	Oyster Factory Park				Project #	P0002			
Program Type	Parks	Project Manager	Charles Savino		Start to End	FY2017 - FY2027			
Project Scope					Project Photo or Map				
<p>This project is a continuation of the Oyster Factory Park improvements per the 2016 Conceptual Master Plan. Prior year's improvements include a courtesy dock, boat ramp and parking expansion, sidewalks, parking, lighting, landscaping and renovations to the Historic Garvin - Garvey House and Oyster Factory. Improvements completed in FY 24 include new decks, new bandstand, lighting, and other improvements to the event area. Future improvements include a potential treehouse, potential public art installation, bulkhead, boardwalk, various pathway improvements, landscaping, restroom expansion/improvements, signage and site furnishings.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ 3,179	\$ 6,250	\$ 3,250	\$ 6,750	\$ -	\$ -	\$ -	\$ -	\$ 13,179
Design	177,823	110,000	61,000	74,000	-	-	-	-	312,823
Construction	1,858,287	369,648	269,648	890,352	1,500,000	-	-	-	4,518,287
Other	10,067	2,150	2,400	2,400	2,400	-	-	-	17,267
Total	\$ 2,049,355	\$ 488,048	\$ 336,298	\$ 973,502	\$ 1,502,400	\$ -	\$ -	\$ -	\$ 4,861,555
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Grant	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Hospitality Tax	1,058,465	124,024	-	821,752	1,000,000	-	-	-	2,880,217
CIP Fund Balance	65,090	-	-	151,750	-	-	-	-	216,840
Local ATAX	875,900	364,024	336,298	-	502,400	-	-	-	1,714,598
TIF Bond	-	-	-	-	-	-	-	-	-
Total	\$ 2,049,455	\$ 488,048	\$ 336,298	\$ 973,502	\$ 1,502,400	\$ -	\$ -	\$ -	\$ 4,861,655
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Infrastructure</i> <i>Guiding Principle #3:</i> Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable. <i>May River & Surrounding Rivers and Watersheds</i> <i>Guiding Principle #3:</i> Celebrate the May River, its heritage and importance to the community.</p>					<p>A Master Plan update was completed in FY22 and approved by Town Council and the Beaufort County Rural and Critical Land Trust. Design, permitting and construction of the expanded parking lot was completed FY23. Design and construction of the event area improvements were completed in FY24. FY26 improvements include restroom expansion and beginning bulkhead improvements. The treehouse and bluff improvements would occur in FY27 with future master-planned improvements to be phased in based on funding availability.</p>				
Project Origination					Project Performance Measures				
<p>1) FY19-20 Strategic Plan, 2) 2016 Conceptual Master Plan prepared by Witmer Jones Keefer, 3) 2014 Comprehensive Plan, 4) Updated 2020 Master Plan</p>					<p>Completion of the future improvements will allow for much improved access to the May River, enhance the Oyster Factory Park as a public gathering space and complete the total revitalization of the park. Project performance will be measured by overall public use of the park.</p>				
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	TBD	\$ 10,000	\$ 12,000	\$ 14,000	\$ 16,000	\$ 18,000	\$ 70,000		
Maintenance	TBD	20,000	\$ 22,000	\$ 24,000	\$ 26,000	\$ 28,000	\$ 120,000		
Total		\$ 30,000	\$ 34,000	\$ 38,000	\$ 42,000	\$ 46,000	\$ 190,000		
Method for Estimating Costs: O&M costs to be determined upon construction completion.									

Capital Improvements Program Fund Project Data Sheet									
Project Name	New Riverside Park / Barn Site					Project #	P0004		
Program Type	Parks	Project Manager	B. Osborne / P. Rooney			Start to End	FY2020 - FY2026		
Project Scope					Project Photo or Map				
<p>This project consists of master planning, design and construction of a public park and gathering place at the 37-acre New Riverside barn site. The site is located at the southwestern quadrant of the New Riverside traffic circle at the intersection of SC Highway 170 and 46. Future improvements may include the renovation of the existing barn for a gathering and event space, parking, perimeter trails, open fields to allow for larger community events, site furnishings, destination playground, picnic shelter, lighting, landscaping and safety cameras. The project will likely be implemented in phases depending on funding availability. Project stakeholders include the citizens of the Town of Bluffton, especially the expanding population at the New Riverside, Palmetto Bluff, Jones Estate and Buckwalter PUD's.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Design	694,400	35,995	35,995	40,000	-	-	-	-	770,395
Construction	5,682,281	9,448,093	6,632,259	2,102,000	-	-	-	-	14,416,540
Other	41	-	-	-	-	-	-	-	41
Total	\$ 6,401,722	\$ 9,484,088	\$ 6,668,254	\$ 2,142,000	\$ -	\$ -	\$ -	\$ -	\$ 15,211,976
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
TIF	\$ 46,735	\$ 2,823,349	\$ 621,544	\$ 2,142,000	\$ -	\$ -	\$ -	\$ -	\$ 2,810,279
TIF Bond	6,079,572	6,660,739	5,408,789	-	-	-	-	-	11,488,361
Hospitality Tax	127,194	-	-	-	-	-	-	-	127,194
Grant	148,221	-	637,921	-	-	-	-	-	786,142
	-	-	-	-	-	-	-	-	-
Total	\$ 6,401,722	\$ 9,484,088	\$ 6,668,254	\$ 2,142,000	\$ -	\$ -	\$ -	\$ -	\$ 15,211,976
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Infrastructure</i> <i>Community Quality of Life</i> <i>Guiding Principle #5:</i> Foster place-based initiatives and Town codes that support a clean, well-maintained, sustainable community while protecting our natural resources including the May River. <i>Guiding Principle #4:</i> Support initiatives and evaluate community policies, programs, gathering places, and events that promote healthy and quality lifestyles for our diverse citizenry.</p>					<p>Surveying, Conceptual Master Planning and Schematic Design is complete. Final design and construction for the Phase 1 site development was completed in FY24. Final Design of Phase 2 improvements were completed in FY23. Playground and restroom expansion construction to be complete fall FY25. Barn renovation to be complete fall FY26. A \$500,000 grant was awarded to the Town from LWCF in FY22.</p>				
Project Origination					Project Performance Measures				
1) 2014 Comprehensive Plan, Public Recreation Facility needs, and 2) FY 2019-2020 Strategic Plan.					Adoption of a Park Master Plan and budget. Implementation of park construction and visitor use of completed project.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs: O&M costs to be determined upon construction completion.									

Capital Improvements Program Project Data Sheet									
Project Name	New River Linear Trail					Project #	P0005		
Program Type	Parks	Project Manager	Constance Clarkson			Start to End	FY2020 - FY2027		
Project Scope					Project Photo or Map				
<p>This project includes the planning, design and construction of a paved multipurpose pathway identified as the New River Linear Trail. The trail originates at the banks of the New River, extends northward along abandoned railway and powerlines to the Sun City Community boundary and is planned to proceed eastward along the proposed Bluffton Parkway extension to connect to Highway 170. Phase 1 consists of the New River Trail head area to include lighting, well, restroom, entry gate improvements and the section of the trail from the Okatie Highway south to the east bank of the New River. Phase 2 includes the section of trail from the Okatie Highway north to the south boundary of Sun City Hilton Head.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Actuals	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ 64,293	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,293
Design	67,105	115,000	95,090	54,910	-	-	-	-	217,105
Construction	396,414	2,429,651	1,253,710	3,601,877	-	-	-	-	5,252,001
Other	6,645	15,000	20,000	5,000	-	-	-	-	31,645
Total	\$ 534,457	\$ 2,559,651	\$ 1,373,800	\$ 3,661,787	\$ -	\$ -	\$ -	\$ -	\$ 5,570,044
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Actuals	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
CIP Fund Balance	\$ 64,293	\$ 1,655,992	\$ 1,351,688	\$ 1,185,851	\$ -	\$ -	\$ -	\$ -	\$ 2,601,832
TIF	37,555	877,659	22,112	2,475,936	-	-	-	-	2,535,603
Grant Pending	427,609	26,000	-	-	-	-	-	-	427,609
Hospitality Tax	5,000	-	-	-	-	-	-	-	5,000
Local ATAX	-	-	-	-	-	-	-	-	-
Total	\$ 534,457	\$ 2,559,651	\$ 1,373,800	\$ 3,661,787	\$ -	\$ -	\$ -	\$ -	\$ 5,570,044
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Infrastructure</i> <i>Guiding Principle #3:</i> Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</p> <p><i>Community Quality of Life</i> <i>Guiding Principle #5:</i> Foster and support place-based initiatives and evaluate community policies, programs, gathering spaces, and events that promote healthy and quality lifestyles for our diverse citizenry.</p>					<p>Phase 1 Design completed in FY24. A portion of phase 1 construction to include the well, restroom and gate improvements was completed in FY24. Phase 1 trail construction to start in FY25. Phase 2 Design completed in FY25 with construction to start in FY26 based on funding from grants and other Town or County budget sources.</p>				
Project Origination					Project Performance Measures				
1) 2014 Comprehensive Plan, and 2) citizen feedback/input.					Project performance will be measured by increased public use of the trail.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	Lighting	\$ 1,560	\$ 1,560	\$ 1,715	\$ 1,715	\$ 1,715	\$ 8,265		
Maintenance	Pump Out	\$ 5,100	\$ 5,100	\$ 5,600	\$ 5,600	\$ 5,600	\$ 27,000		
Maintenance	Clearing	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 35,000		
Maintenance	Cleaning	11,400	11,400	12,500	12,500	12,500	60,300		
Total		\$ 23,500	\$ 25,060	\$ 26,815	\$ 26,815	\$ 26,815	\$ 130,565		
<p>Method for Estimating Costs: Project costs were determined from engineer cost estimates. O&M costs are based on project actuals and recommendations from the Public Service department. O&M will be updated with the completion of each phase.</p>									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Buckwalter Place Park Improvements					Project #	P0008		
Program Type	Parks	Project Manager	Constance Clarkson		Start to End	FY2024-FY2026			
Project Scope					Project Photo or Map				
<p>This project consists of master planning, design and construction improvements of the public park and gathering place at the Buckwalter Place Park. Phase 1 included planting of 23 Sabal Palm trees. Phase 2 included additional sidewalks, pathway lighting and expansions to both restrooms. Phase 3 will include an interactive fountain, trellis swings, and redesign of the two main entries. Phase 4 will include an awning for the amphitheater, sound improvements, sunken art room, and outdoor fitness area. The goal is to provide shade, maintain open visibility, and add additional pedestrian connections.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	30,000	30,000	-	-	-	-	-	30,000
Construction	-	744,190	744,190	1,350,859	-	-	-	-	2,095,049
Other	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ 774,190	\$ 774,190	\$ 1,350,859	\$ -	\$ -	\$ -	\$ -	\$ 2,125,049
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Local ATAX	\$ -	\$ 544,190	\$ 544,190	\$ 547,000	\$ -	\$ -	\$ -	\$ -	\$ 1,091,190
MIDF	-	230,000	230,000	-	-	-	-	-	230,000
HTAX	-	-	-	803,859	-	-	-	-	803,859
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ 774,190	\$ 774,190	\$ 1,350,859	\$ -	\$ -	\$ -	\$ -	\$ 2,125,049
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Community Quality of Life</i> <i>Guiding Principle #4:</i> Support initiatives and evaluate community policies, programs, gathering places, and events that promote healthy and quality lifestyles for our diverse citizenry.</p>					<p>Conceptual landscape design and Phase 1 was completed in FY24. Hardscape design and phase 2 construction was completed in FY25. Construction completion for Phases 3 and 4 is scheduled for FY26.</p>				
Project Origination					Project Performance Measures				
<p>1) 2014 Comprehensive Plan, Public Recreation Facility needs, and 2) FY 2023-2024 Strategic Plan.</p>					<p>These improvements are designed to make this park more hospitable to encourage the discovery and use by citizens and visitors.</p>				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	Electrical	\$ 2,900	\$ 3,200	\$ 3,500	\$ 3,800	\$ 4,200	\$ 17,600		
Maintenance	Landscape/Hardscape	11,400	11,400	11,400	11,400	11,400	57,000		
Total		\$ 14,300	\$ 14,600	\$ 14,900	\$ 15,200	\$ 15,600	\$ 74,600		
<p>Method for Estimating Costs: Design and construction is based on past projects of historical park bids in the region. O&M costs are based on current costs for this park.</p>									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Buck Island / Simmonsville Neighborhood Park					Project #	P0009		
Program Type	Parks	Project Manager	Pat Rooney			Start to End	FY 2026 - FY 2028		
Project Scope					Project Photo or Map				
<p>The Town of Bluffton acquired approximately 15 acres located at the southwest corner of the Buck Island Road and Bluffton Parkway intersection for the development of a Neighborhood Park. The project scope will consist of Conceptual Master Planning and design of the proposed park elements to be determined through public input obtained at neighborhood meetings and at Town Council workshops. Upon obtaining consensus of the Final Master Plan, the Final Site Development Plans will be prepared for permitting and eventual construction.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500
Design	-	-	-	186,000	-	-	-	-	186,000
Construction	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 198,500	\$ -	\$ -	\$ -	\$ -	\$ 198,500
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
HTAX	\$ -	\$ -	\$ -	\$ 198,500	\$ -	\$ -	\$ -	\$ -	\$ 198,500
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 198,500	\$ -	\$ -	\$ -	\$ -	\$ 198,500
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Community Quality of Life</i> <i>Guiding Principle #5: Foster and support place-based initiatives and evaluate community policies, programs, gathering places and events that promote healthy and quality lifestyles for our diverse citizenry.</i></p> <p><i>Infrastructure</i> <i>Guiding Principle #3: Establish long-term planning, prioritization and investments strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i></p>					<p>Conceptual Master Planning and public input meetings will take place in FY25. Final Master Planning, Site Development Plans and Permitting is planned for FY26 with a tentative construction start in FY27 pending budget approval.</p>				
Project Origination					Project Performance Measures				
This land purchase and project originated through the FY25 FY26 Strategic Plan.					Successful completion of a Final Master Plan and eventual public use of the proposed neighborhood park.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

Capital Improvements Program Fund Project Data Sheet

Project Name	Public Art	Project #	P0010
Program Type	Parks	Project Manager	Mark Maxwell
		Start to End	FY2024 - FY2030

Project Scope

The Town public art program incorporates the work and ideas of artists and designers into public settings while creating connections among artists, project partners, and the community. The public art program is administered through the Executive Department in coordination with Public Services. It is directed by Town Council and through their appointed Public Art Committee (PAC), with guidance from the Town of Bluffton's Strategic Plan.

Project Photo or Map



Project Budget

	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	-	-	-	-	-	-	-	-
Construction	-	200,000	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Other	269	-	-	-	-	-	-	-	269
Total	\$ 269	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,269

Project Funding Sources

	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
General Fund Transfer	\$ 269	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,269
CIP Fund Balance	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ 269	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,269

Strategic Focus Area & Guiding Principle

Community Quality of Life
Guiding Principal #2: Support and create partnerships with public/private educational institutions and local school leadership. Provide multi-generational development programs to ensure quality education and recreational opportunities.
Infrastructure
Guiding Principal #4: Create, pursue and maintain collaborative partnerships to maximize and leverage outside agency's infrastructure to benefit our residents.

Project Status

Public Art Committee recommended 2 projects that have been implemented by Town Council. The committee will continue to recommend where installations are to be placed along with the art and/or artists. The next placement of public art is proposed for the Oyster Factory Park.

Project Origination

October 11, 2022 Resolution adopting the Town of Bluffton Public Art Policy


Project Performance Measures


Placement of art on Town owned properties and facilities.

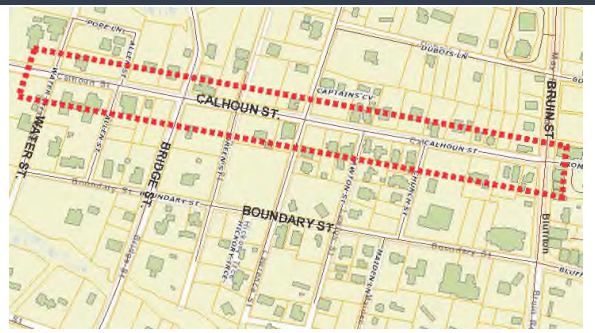
General Fund Operations & Maintenance (O&M) Costs


	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast
Operations							\$ -
Maintenance							-
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

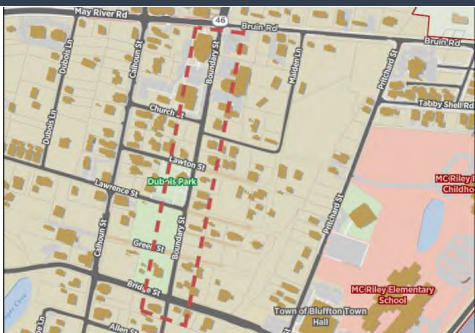
Method for Estimating Costs:


Capital Improvements Program Fund Project Data Sheet									
Project Name	NR Barn Park Phase 2 Trails and Disc Golf					Project #	P0011		
Program Type	Parks	Project Manager	Pat Rooney			Start to End	FY26 - FY28		
Project Scope					Project Photo or Map				
<p>The project consists of design, permitting and construction of an additional loop trail and Disc golf course at the New Riverside Barn Park. Phase 2 trail will consist of a perimeter loop trail on the western (wooded) portion of the Park and will connect to the existing trail system. The disc golf course layout will start and finish at the existing parking areas and will predominately be located inside the proposed western new loop trail.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	-	-	35,000	-	-	-	-	35,000
Construction	-	-	-	100,000	475,000	-	-	-	575,000
Other	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 135,000	\$ 475,000	\$ -	\$ -	\$ -	\$ 610,000
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
LATAx	\$ -	\$ -	\$ -	\$ 135,000	\$ -	\$ -	\$ -	\$ -	\$ 135,000
TIF	-	-	-	-	475,000	-	-	-	475,000
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 135,000	\$ 475,000	\$ -	\$ -	\$ -	\$ 610,000
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure: <i>Guiding Principle #4</i> Establish long-term planning, prioritization, and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable. Community Quality of Life: <i>Guiding Principle #5:</i> Foster and support place-based initiatives and evaluate community policies, programs, gathering spaces, and events that promote healthy and quality lifestyles for our diverse citizenry.</p>					<p>Preliminary design of the western loop trail is underway. Final design of the trail and disc golf will be completed in FY26 and construction completed in FY27.</p>				
Project Orientation					Project Performance Measures				
2020 Conceptual Master Plan and FY25-FY26 Strategic Plan					Increased recreational opportunities and use by citizens and visitors.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

Capital Improvements Program Project Data Sheet									
Project Name	Pathway Pedestrian Safety Improvements					Project #	R0001		
Program Type	Roads	Project Manager		Constance Clarkson		Start to End	FY2016 - FY2026		
Project Scope					Project Photo or Map				
<p>This project consists of improvements to walkways, crosswalks, traffic-calming measures, lighting and signage for Town-wide pathways. Individual improvement projects are based on the Town of Bluffton Sidewalk Accessibility Analysis. Phase 1 included multiple locations along Goethe Road. Phase 2 included locations throughout Bluffton's Historic District, to include Lawrence, Lawton, Thomas Heyward, Dubois Lane, and Pin Oak. Phase 3 includes an analysis of pedestrian safety for areas for selected Historic District areas and outside of the Historic District to include Buck Island, Simmonsville Road and Buckwalter Park.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ 33,813	\$ 63,750	\$ 57,221	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 91,034
Design	219,362	104,325	147,341	74,000	-	-	-	-	440,703
Construction	\$ 541,343	288,303	157,800	297,720	-	-	-	-	996,863
Other	13,615	95,287	48,215	88,515	-	-	-	-	150,345
Total	\$ 808,133	\$ 551,665	\$ 410,577	\$ 460,235	\$ -	\$ -	\$ -	\$ -	\$ 1,678,945
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
TIF	\$ 143,482	\$ 171,554	\$ 279,728	\$ 244,810	\$ -	\$ -	\$ -	\$ -	\$ 668,020
Local ATAX	118,115	354,601	130,849	-	-	-	-	-	248,964
Hospitality Tax	546,536	25,510	-	215,425	-	-	-	-	761,961
CIP Fund Balance	-	-	-	-	-	-	-	-	-
Total	\$ 808,133	\$ 551,665	\$ 410,577	\$ 460,235	\$ -	\$ -	\$ -	\$ -	\$ 1,678,945
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Community Quality of Life</i> <i>Guiding Principle #3:</i> Enhance public safety business process improvements and innovative programs that ensure a safe community.</p>					<p>Phase 1 construction was completed in FY23. Phase 2 design was completed in FY24 and construction completed in FY25. Phase 3 analysis was completed in FY24. Design started in FY25 and construction is proposed to start in FY26.</p>				
Project Origination					Project Performance Measures				
<p>1) 2014 Comprehensive Plan, Transportation Chapter, 2) 2021 Sidewalk Accessibility Analysis, 3) 2021 Traffic Calming Policy, 4) citizen input, and 5) FY 2023-2024 Strategic Plan. This Project was formerly known as Historic District Streetscape Enhancements.</p>					<p>Compliance with ADA standards, improvements to pedestrian safety, and increase the Town's walk score.</p>				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<p>Method for Estimating Costs: Costs were based on anticipated scope, past costs, industry knowledge and best practices. No additional O&M is projected as all upgrades are to existing sidewalk/ramp locations.</p>									

Capital Improvements Program Project Data Sheet									
Project Name	Calhoun Street Streetscape					Project #	R0002		
Program Type	Roads	Project Manager	Pat Rooney			Start to End	FY2014 - FY2028		
Project Scope					Project Photo or Map				
<p>This project consists of planning, design and construction of streetscape improvements for Calhoun Street from May River Road to Water Street. Future improvements may include pervious paver parking, road resurfacing, sidewalk widening, more defined crosswalks, drainage/stormwater, street lighting, signage, site furnishings, landscaping and utility relocations.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ 123,939	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 123,939
Design	218,644	325,083	127,850	192,230	104,500	44,500	-	-	687,723
Construction	42,393	-	-	-	1,384,322	1,384,322	-	-	2,811,037
Other	30,273	108,925	42,300	235,000	-	-	-	-	307,573
Total	\$ 415,249	\$ 434,008	\$ 170,150	\$ 427,230	\$ 1,488,822	\$ 1,428,822	\$ -	\$ -	\$ 3,930,272
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Hospitality Tax	\$ 306,464	\$ 221,694	\$ 170,150	\$ 243,104	\$ -	\$ -	\$ -	\$ -	\$ 719,718
TIF	108,785	141,682	-	149,755	1,488,822	1,428,822	-	-	3,176,184
Local ATAX	-	60,904	-	34,371	-	-	-	-	34,371
CIP Fund Balance	-	9,728	-	-	-	-	-	-	-
Total	\$ 415,249	\$ 434,008	\$ 170,150	\$ 427,230	\$ 1,488,822	\$ 1,428,822	\$ -	\$ -	\$ 3,930,273
Strategic Focus Area & Guiding Principle					Project Status				
<p>Economic Growth <i>Guiding Principle #6:</i> Support place-based economic development strategies that invest in public amenities to enhance our quality of life and thereby drive economic growth.</p> <p>Infrastructure <i>Guiding Principle #3:</i> Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</p>					<p>Engineering design and permitting is planned to be substantially complete in FY25, subject to completion of the Dominion powerline design. Easement acquisition for streetscape and underground burial is to begin in FY26. Phased construction is planned to follow the completion of the Boundary Street Streetscape project in FY27. Construction start is dependent on the acquisition of approximately 70 easements for underground power encroachments and service connections.</p>				
Project Origination					Project Performance Measures				
<p>1) Calhoun Street and Adjacent Area Study, adopted by Town Council in 2016, 2) Old Town Master Plan, 3) Transportation Chapter of the 2014 Comprehensive Plan; and 4) FY20-21 Strategic Plan.</p>					<p>The Comprehensive Plan promotes the provision for parking, open space, interconnectivity, pedestrian access, and other matters related to the study work area. Project goal is to increase the Town's walk score and encourage private investment in the Historic District.</p>				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance	TBD	-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<p>Method for Estimating Costs: Estimates are based on historical cost data obtained from similar streetscape projects within the Town. More detailed construction estimates will be provided at the completion of Engineering design. O&M costs to be determined upon construction completion.</p>									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Wharf Street Lighting					Project #	R0005		
Program Type	Roads	Project Manager	Charles Savino			Start to End	FY2022 - FY2025		
Project Scope					Project Photo or Map				
<p>This project includes planning, design, and construction of decorative street lighting on Wharf Street from May River Road to the Oyster Factory. Streetlight fixtures will be similar to those installed throughout the Historic District and are proposed to improve overall safety, visibility and walkability within Bluffton's Historic District.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	8,810	-	-	-	-	-	-	-
Construction	\$ -	185,750	\$ 116,250	69,500	-	-	-	-	185,750
Other	\$ 1,500	50,000	49,750	-	-	-	-	-	51,250
Total	\$ 1,500	\$ 244,560	\$ 166,000	\$ 69,500	\$ -	\$ -	\$ -	\$ -	\$ 237,000
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Hospitality Tax	\$ 1,500	\$ 244,560	\$ 166,000	\$ 69,500	\$ -	\$ -	\$ -	\$ -	\$ 237,000
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ 1,500	\$ 244,560	\$ 243,000	\$ 69,500	\$ -	\$ -	\$ -	\$ -	\$ 237,000
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Community Quality of Life</i> Guiding Principle #3 Enhance public safety improvements and innovative programs that ensure a safe community. Guiding Principle #4 Support initiatives and evaluate community policies, programs, gathering places, and events that promote healthy and quality lifestyles for our diverse citizenry.</p> <p><i>Infrastructure</i> Guiding Principle #3 Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens.</p>					<p>Easement acquisition began in FY23. Street lighting construction is proposed to be completed by Dominion in FY25.</p>				
Project Origination					Project Performance Measures				
FY19-20 Strategic Plan.					Project improvements are intended to increase lighting coverage and improve pedestrian safety in the Bluffton Historic District. Project goal is to increase the Town's walk score.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	Lighting	\$ 9,800	\$ 9,800	\$ 9,800	\$ 9,800	\$ 9,800	\$ 49,000		
Maintenance		-	-	-	-	-	-		
Total		\$ 9,800	\$ 9,800	\$ 9,800	\$ 9,800	\$ 9,800	\$ 49,000		
<p>Method for Estimating Costs: Estimates were extrapolated from actual costs of past street lighting installations within the Historic District. O&M cost include annual electrical expenses for leased street lighting. Decorative street lighting to be leased from and maintained by Dominion. O&M costs to be determined upon construction completion.</p>									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Boundary Street Streetscape					Project #	R0007		
Program Type	Roads	Project Manager	Charles Savino			Start to End	FY2021 - FY2026		
Project Scope					Project Photo or Map				
<p>Boundary Street is a heavily traveled road within the Historic District with an existing sidewalk located on the western side of the roadway. Other than at the Town parks, the existing sidewalk is located immediately adjacent to the travel lane without benefit of any physical separation from the roadway through a raised curb or tree lawn. This project includes the design and construction of walkways, crosswalks, utility relocations, drainage improvements and traffic calming measures inside and adjacent to the Boundary Street right of way.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ 4,950	\$ 19,000	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,950
Design	102,774	149,800	100,800	49,000	-	-	-	-	252,574
Construction	-	1,738,872	67,500	3,310,250	-	-	-	-	3,377,750
Other	488	60,000	60,000	-	-	-	-	-	60,488
Total	\$ 108,212	\$ 1,967,672	\$ 247,300	\$ 3,359,250	\$ -	\$ -	\$ -	\$ -	\$ 3,714,762
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
TIF	\$ 108,212	\$ 1,837,672	\$ 247,300	\$ 2,720,372	\$ -	\$ -	\$ -	\$ -	\$ 3,075,884
Hospitality Tax	-	130,000	-	338,878	-	-	-	-	338,878
ATAx	-	-	-	300,000	-	-	-	-	300,000
	-	-	-	-	-	-	-	-	-
Total	\$ 108,212	\$ 1,967,672	\$ 247,300	\$ 3,359,250	\$ -	\$ -	\$ -	\$ -	\$ 3,714,762
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Infrastructure</i> <i>Community Quality of Life</i> <i>Guiding Principal #3:</i> Enhance public safety improvements and innovative programs that ensure a safe community. <i>Guiding Principal #4:</i> Support initiatives and evaluate community policies, programs, gathering places and events that promote healthy and quality lifestyles for our diverse citizenry. <i>Economic Growth</i> <i>Guiding Principal #6:</i> Support place-based economic development strategies that invest in public amenities to enhance our quality of life and thereby drive economic growth.</p>					<p>Engineering design and permitting is planned to be substantially complete in FY25, in collaboration with the Dominion underground powerline design. Easement acquisition for streetscape and underground burial to begin in FY25 and continue through FY26.</p>				
Project Performance Measures									
Town of Bluffton Comprehensive Plan and Old Town Master Plan					Performance measures shall include monitoring pedestrian and bicycle use along new walkways. The project goal is to improve pedestrian safety and Town walk score.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	Streetlights	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 2,500		
Maintenance		-	7,500	15,000	15,000	15,000	52,500		
Total		\$ 500	\$ 8,000	\$ 15,500	\$ 15,500	\$ 15,500	\$ 55,000		
Method for Estimating Costs: Design Costs based on similar project costs for past sidewalk projects. O&M costs to be determined upon construction completion.									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Town-Wide Wayfinding Signage System					Project #	R0008		
Program Type	Roads	Project Manager	Mark Maxwell			Start to End	FY2024 - FY2027		
Project Scope					Project Photo or Map				
<p>Project includes the establishment of a town-wide way-finding signage system and implementation strategy to identify community assets and public facilities including; the Law Enforcement Center, Hospitals, Government Buildings, Public Parks and other Community Facilities. This project will also evaluate existing town entry monuments and potential opportunities for redesign and inclusion of signage for local service organizations.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	95,000	95,000	-	-	-	-	-	95,000
Construction	-	-	-	-	600,000	840,000	-	-	1,440,000
Other	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ 95,000	\$ 95,000	\$ -	\$ 600,000	\$ 840,000	\$ -	\$ -	\$ 1,535,000
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
GF Transfer In	\$ -	\$ 95,000	\$ 95,000	\$ -	\$ 300,000	\$ 840,000	\$ -	\$ -	\$ 1,235,000
Hospitality Tax	-	-	-	-	150,000				150,000
Local ATAX	-	-	-	-	150,000				150,000
Total	\$ -	\$ 95,000	\$ 95,000	\$ -	\$ 600,000	\$ 840,000	\$ -	\$ -	\$ 1,535,000
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Community Quality of Life</i> <i>Guiding Principal #3:</i> Enhance public safety business process improvements and innovative programs that ensure a safe community.</p> <p><i>Infrastructure</i> <i>Guiding Principal #3:</i> Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</p>					<p>Completed RFP solicitation for graphic design/signage consultant in FY24. Prepare initial way-finding signage system, obtain Town Council input and finalize design in FY25. Obtain permits and begin construction in FY26, subject to Town Council budget approval.</p>				
Project Origination					Project Performance Measures				
Transportation Chapter of the 2014 Comprehensive Plan, FY 21 - FY22 Strategic Plan.					Project goal is to provide a comprehensive way-finding system along major arterial roadways to help direct motorists, cyclists, and improve overall traffic safety within the Town.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs: Costs were estimated from prior design projects.									

Capital Improvements Program Fund Project Data Sheet

Project Name	Historic District Overhead Powerline Conversion			Project #	R0009
Program Type	Roads	Project Manager	Pat Rooney	Start to End	FY 2025 - FY 2028

Project Scope

Project includes survey, easement acquisition, design, permitting and construction to accommodate the burial of overhead power lines within certain areas of the Historic District not currently covered in streetscape projects. These areas include the conversion of the main transmission lines on May River Road and underground conversions on Maiden, DuBois, Green, Lawrence, Waters and Boundary south of Bridge Street. Included in this project would be the right of entry and conversion of individual power services to homes and businesses.

Project Photo or Map



Project Budget

	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ 44,000	\$ -	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ 44,000
Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Other	-	30,000	-	30,000	-	-	-	-	30,000
Total	\$ -	\$ 74,000	\$ -	\$ 74,000	\$ -	\$ -	\$ -	\$ -	\$ 74,000

Project Funding Sources

	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Hospitality Tax	\$ -	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local ATAX	-	30,000	-	-	-	-	-	-	-
General Fund	-	-	-	74,000	-	-	-	-	74,000
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ 74,000	\$ -	\$ 74,000	\$ -	\$ -	\$ -	\$ -	\$ 74,000

Strategic Focus Area & Guiding Principle

Infrastructure:
Guiding Principle #3: Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.

Project Status

Surveying for May River Road, DuBois and Maiden Lane began in FY25. Additional surveys, title work and easement acquisition to begin in FY26. Complete easement acquisition and design in FY27 and begin construction in FY28.

Project Origination

2001 Settlement Agreement with SCE&G


Project Performance Measures

Conversion of overhead power to underground in portions of the Historic District.

General Fund Operations & Maintenance (O&M) Costs

	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast
Operations							\$ -
Maintenance							-
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Method for Estimating Costs:

Capital Improvements Program Project Data Sheet									
Project Name	Ghost Roads					Project #	R0010		
Program Type	Roads	Project Manager	Mark Maxwell			Start to End	FY2020 - FY2026		
Project Scope					Project Photo or Map				
<p>The intent of this project is to establish clear title to existing unimproved street rights of-way, often referred to as "ghost roads" or "orphan roads" that exist within the Old Town Historic District. Establishing ownership of these roads will give the Town the ability to maintain them and to provide public services to contiguous lots.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ 38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38
Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Other	82,415	389,401	10,000	376,000	-	-	-	-	468,415
Total	\$ 82,453	\$ 389,401	\$ 10,000	\$ 376,000	\$ -	\$ -	\$ -	\$ -	\$ 468,453
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
TIF	\$ 57,758	\$ 367,423	\$ 10,000	\$ 345,453	\$ -	\$ -	\$ -	\$ -	\$ 413,211
Hospitality Tax	24,695	21,978	-	30,547	-	-	-	-	55,242
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ 82,453	\$ 389,401	\$ 10,000	\$ 376,000	\$ -	\$ -	\$ -	\$ -	\$ 468,453
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #3:</i> Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</p> <p>Economic Growth <i>Guiding Principle #3:</i> Focus on strategic economic development pursuits that will increase local jobs, generate additional revenue and create demand for supporting businesses.</p>					<p>Rights-of-way to be acquired in support of sanitary sewer installation have been identified and prioritized. Public meetings have been held with property owners to explain the history and reasoning behind the Town's effort to clear title to the remaining rights-of-way.</p>				
Project Origination					Project Performance Measures				
FY19-20 Strategic Plan; and Bluffton's Old Town Master Plan.					Clearing title to the ghost roads.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance	TBD	-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs: Assumed typical costs for five roads at \$5000 per Road per Year. O&M costs to be determined upon construction completion.									

Capital Improvements Program Project Data Sheet

Project Name	Sewer Connections	Project #	S0001
Program Type	Stormwater & Sewer	Project Manager	Mark Maxwell
		Start to End	FY2019 - FY2026

Project Scope

As sanitary sewer is extended throughout the Town's jurisdiction, additional connections will follow. Construction of sewer connections will involve coordination with BJWSA and available trunk lines. The Sewer Connection and Extension Policy prioritizes sewer extension and connection to currently unserved areas within a 500' buffer of the May River and Coves in the Town's jurisdiction, supported by Microbial Source Tracking results. As these CIP projects come to completion, infill areas outside of the 500' buffer will be served as funds become available.

Project Photo or Map



Project Budget

	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	-	-	-	-	-	-	-	-
Construction	666,760	729,730	180,000	459,046	-	-	-	-	1,305,806
Other	36,039	-	-	-	-	-	-	-	36,039
Total	\$ 702,799	\$ 729,730	\$ 180,000	\$ 459,046	\$ -	\$ -	\$ -	\$ -	\$ 1,341,845

Project Funding Sources

	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Grants/Provisos	\$ 112,976	\$ 445,422	\$ 180,000	\$ 318,730	\$ -	\$ -	\$ -	\$ -	\$ 611,706
SWU Fees	589,823	68,898	-	-	-	-	-	-	589,823
SWU GO Bond	-	-	-	-	-	-	-	-	-
HTAX	-	-	-	140,316	-	-	-	-	140,316
CIP Fund Balance	-	215,410	-	-	-	-	-	-	215,410
Total	\$ 702,799	\$ 729,730	\$ 180,000	\$ 459,046	\$ -	\$ -	\$ -	\$ -	\$ 1,341,845

Strategic Focus Area & Guiding Principle

Infrastructure
Guiding Principle #3: Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.
May River & Surrounding Rivers and Watersheds
Guiding Principle #1: Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.
Guiding Principle #2: Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.

Project Status

Currently, this project activity is funded and dependent on the availability of State Proviso 118.16 awards and 319 funding from SCDHEC. All future phases are contingent upon funding.

Project Origination

1) May River Watershed Action Plan, and 2) FY 2019-2020 Strategic Plan.


Project Performance Measures


The project priority area for sewer connections is within a 500' buffer of the May River and Coves in the Historic District of the Town's jurisdiction. Parcels outside the priority area will be connected as funding allows.


General Fund Operations & Maintenance (O&M) Costs


	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance		-	-	-	-	-	-
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

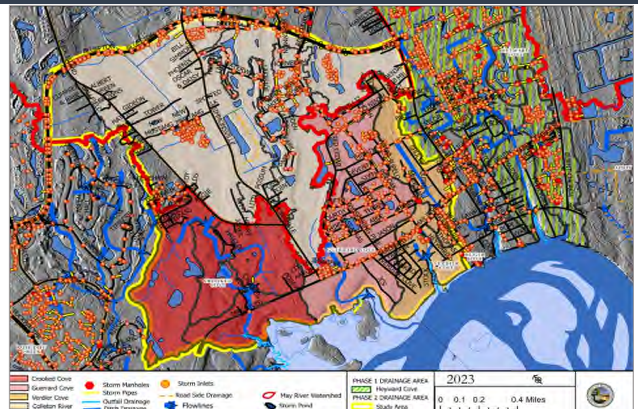
Method for Estimating Costs: Sewer connection cost estimates based on unit price information from recent sewer projects.

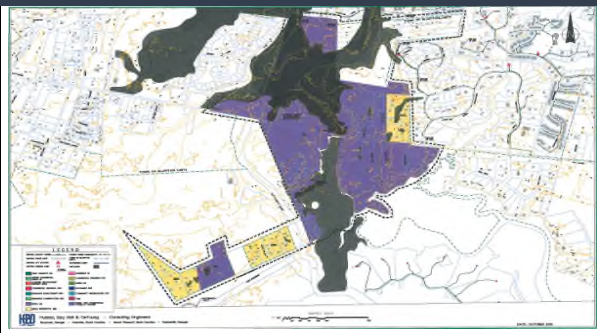
Capital Improvements Program Project Data Sheet									
Project Name	Historic District Sewer Extension Phase 4					Project #	S0005		
Program Type	Stormwater & Sewer	Project Manager	Charles Savino			Start to End	FY2021 - FY2026		
Project Scope					Project Photo or Map				
<p>Historic District Sewer Extension - Phase 4 along Lawrence Street between the intersection of Boundary Street and Heyward Cove, consists of planning, ghost road and easement acquisition, appraisals, legal fees, engineering design and construction of 450 linear feet of 8" gravity sewer and common force mains. The project will provide service to five parcels. This project has been partially funded by the United States Environmental Protection Agency and made possible by the South Carolina Department of Health and Environmental Control.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	5,862	-	4,840	-	-	-	-	-	10,702
Construction	-	575,760	-	575,760	-	-	-	-	575,760
Other	-	-	-	-	-	-	-	-	-
Total	\$ 5,862	\$ 575,760	\$ 4,840	\$ 575,760	\$ -	\$ -	\$ -	\$ -	\$ 586,462
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SWU GO Bond	\$ 5,862	\$ 38,828	\$ -	\$ 180,290	\$ -	\$ -	\$ -	\$ -	\$ 186,152
Hospitality Tax	-	536,932	4,840	395,470	-	-	-	-	400,310
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ 5,862	\$ 575,760	\$ 4,840	\$ 575,760	\$ -	\$ -	\$ -	\$ -	\$ 586,462
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Infrastructure</i> <i>Guiding Principle #3 Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> <i>May River & Surrounding Rivers and Watersheds</i> <i>Guiding Principle #1 Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie / Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2 Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i></p>					<p>Planning and design in coordination with BJWSA was completed in FY24 and construction will begin in FY25.</p>				
Project Origination					Project Performance Measures				
FY19-20 Strategic Plan.					Remove residences from septic and extend public sanitary sewer.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<p>Method for Estimating Costs: Construction cost estimates are based on current unit price information for nearby sewer projects and quantities based on the completed construction documents. Town O&M costs are expected to be zero; BJWSA takes over operations & maintenance upon system acceptance.</p>									


Capital Improvements Program Project Data Sheet									
Project Name	Historic District Sewer Extension Phase 5					Project #	S0006		
Program Type	Stormwater & Sewer	Project Manager	Charles Savino			Start to End	FY2021 - FY2025		
Project Scope					Project Photo or Map				
<p>Historic District Sewer Extension - Phase 5 along Green Street between the intersection of Boundary Street and Heyward Cove, consists of planning, ghost road and easement acquisition, appraisals, legal fees, engineering design and construction of 400 linear feet of 8" gravity sewer main, grinder pumps and force mains, and the abandonment of septic tanks where present. The project will provide service to five parcels. This project has been partially funded by the United States Environmental Protection Agency and made possible by the South Carolina Department of Health and Environmental Control.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	4,902	-	-	-	-	-	-	-	4,902
Construction	-	523,920	340,000	183,920	-	-	-	-	523,920
Other	-	-	-	-	-	-	-	-	-
Total	\$ 4,902	\$ 523,920	\$ 340,000	\$ 183,920	\$ -	\$ -	\$ -	\$ -	\$ 528,822
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SWU GO Bond	\$ 4,902	\$ 523,920	\$ 340,000	\$ 141,712	\$ -	\$ -	\$ -	\$ -	\$ 486,614
Hospitality Tax	-	-	-	42,208	-	-	-	-	42,208
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ 4,902	\$ 523,920	\$ 340,000	\$ 183,920	\$ -	\$ -	\$ -	\$ -	\$ 528,822
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Infrastructure</i> <i>Guiding Principle #3 Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> <i>May River & Surrounding Rivers and Watersheds</i> <i>Guiding Principle #1 Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2 Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i></p>					<p>Planning and design in coordination with BJWSA was completed in FY24 and construction to begin in FY25.</p>				
Project Origination					Project Performance Measures				
1) FY19-20 Strategic Plan, and 2) May River Watershed Action Plan.					Remove residences from septic and extend public sanitary sewer.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<p>Method for Estimating Costs: Construction cost estimates are based on current unit price information for nearby sewer projects and quantities based on the completed construction documents. Town O&M costs are expected to be zero; BJWSA takes over operations & maintenance upon system acceptance.</p>									


Capital Improvements Program Project Data Sheet									
Project Name	Historic District Sewer Extension Phase 6					Project #	S0007		
Program Type	Stormwater & Sewer	Project Manager	Charles Savino			Start to End	FY2021 - FY2026		
Project Scope					Project Photo or Map				
<p>Historic District Sewer Extension - Phase 6 along Water Street (East & West) between Huger Cove and Heyward Cove, consists of planning, ghost road and easement acquisition, appraisals, legal fees, engineering design and construction of 500 linear feet of 8" gravity sewer main, grinder pumps and force mains, and the abandonment of septic tanks where present. The project will provide service to six parcels. This project has been partially funded by the United States Environmental Protection Agency and made possible by the South Carolina Department of Health and Environmental Control.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	11,272	-	-	-	-	-	-	-	11,272
Construction	-	646,200	444,500	201,700	-	-	-	-	646,200
Other	-	-	-	-	-	-	-	-	-
Total	\$ 11,272	\$ 646,200	\$ 444,500	\$ 201,700	\$ -	\$ -	\$ -	\$ -	\$ 657,472
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SWU Go Bond	\$ 11,272	\$ 42,037	\$ 444,500	\$ 167,722	\$ -	\$ -	\$ -	\$ -	\$ 623,494
Hospitality Tax	-	195,600	-	33,978	-	-	-	-	33,978
SWU Fees	-	408,563	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ 11,272	\$ 646,200	\$ 444,500	\$ 201,700	\$ -	\$ -	\$ -	\$ -	\$ 657,472
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #3 Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> <i>May River & Surrounding Rivers and Watersheds</i> <i>Guiding Principle #1 Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2 Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i></p>					<p>Planning and design in coordination with BJWSA was completed in FY24 and construction to begin in FY25.</p>				
Project Origination					Project Performance Measures				
1) FY19-20 Strategic Plan, and 2) May River Watershed Action Plan.					Remove residences from septic and extend public sanitary sewer.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<p>Method for Estimating Costs: Construction cost estimates are based on current unit price information for nearby sewer projects and quantities based on the completed construction documents. Town O&M costs are expected to be zero; BJWSA takes over operations & maintenance upon system acceptance.</p>									


Capital Improvements Program Project Data Sheet									
Project Name	Bridge Street Streetscape					Project #	S0008		
Program Type	Stormwater & Sewer	Project Manager		Constance Clarkson		Start to End	FY2020 - FY2026		
Project Scope					82				
<p>Bridge Street is a major east-west connector road in the Historic District that parallels the May River. This project includes the planning and construction of new streetscape improvements to include drainage improvements, sidewalks, on-street parking, street lighting, crosswalks, and ADA compliance improvements on Bridge from Burnt Church Road to Thomas Heyward Road. The project has been implemented in two phases. Phase 1 included streetscape improvements from Burnt Church Road to Calhoun Street and Phase 2 is located west of Calhoun Street to Thomas Heyward Road. Street lighting will be similar to the lighting used throughout the Historic District. The goal is to improve overall pedestrian circulation and safety in the Historic District. The result will be a stormwater retrofit that will reduce runoff including bacteria and other local pollutants of concern and improve overall water quality of the May River.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ 66,105	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78,105
Design	45,324	29,000	98,260	37,652	-	-	-	-	181,236
Construction	1,484,391	1,106,469	-	1,555,161	-	-	-	-	3,039,552
Other	11,479	27,500	82,900	500	-	-	-	-	94,879
Total	\$ 1,607,299	\$ 1,162,969	\$ 193,160	\$ 1,593,313	\$ -	\$ -	\$ -	\$ -	\$ 3,393,772
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
TIF	\$ 1,607,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,607,299
SWU GO Bond	-	486,552	-	1,132,317	-	-	-	-	1,132,317
Grant/Proviso	-	8,751	8,751	-	-	-	-	-	8,751
SWU Fees	-	59,417	4,591	-	-	-	-	-	4,591
Hospitality Tax	-	332,141	179,818	184,888	-	-	-	-	364,706
Local ATAX	-	136,272	-	-	-	-	-	-	-
CIP Fund Balance	-	139,836		276,108	-	-	-	-	276,108
Total	\$ 1,607,299	\$ 1,162,969	\$ 193,160	\$ 1,593,313	\$ -	\$ -	\$ -	\$ -	\$ 3,393,772
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Economic Growth</i> <i>Guiding Principle #6:</i> Support place-based economic development strategies that invest in public amenities to enhance our quality of life and thereby drive economic growth.</p> <p><i>Infrastructure</i> <i>Guiding Principle #3:</i> Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</p>					<p>Phase 1 construction was completed in FY24. Phase 2 design was completed in FY25. Phase 2 construction will start in FY25 with completion in FY26.</p>				
Project Origination					Project Performance Measures				
FY19-20 Strategic Plan.					<p>The Comprehensive Plan promotes the provision for parking, interconnectivity, pedestrian access, and other matters related to the Historic District area. Project goal is to increase the Town's walk score, improve pedestrian safety and protect the May River.</p>				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	Electrical	\$ 1,603	\$ 1,703	\$ 1,803	\$ 1,903	\$ 2,003	\$ 9,015		
Maintenance	Sidewalk/Streetscape	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000		
Maintenance	Drainage	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000		
Maintenance	Landscape	2,500	2,500	2,500	2,500	2,500	12,500		
Total		\$ 6,103	\$ 6,203	\$ 6,303	\$ 6,403	\$ 6,503	\$ 31,515		
<p>Method for Estimating Costs: Estimates for design and construction cost are based on historical cost data obtained from Bridge Street Streetscape Phase 1 and similar streetscape projects within the Town. O&M costs were provided by the Town's Public Services department.</p>									


Capital Improvements Program Project Data Sheet									
Project Name	Crooked Cove and Guerrard Cove Comprehensive Drainage and Watershed Analysis					Project #	S0009		
Program Type	Stormwater & Sewer	Project Manager	Dan Rybak			Start to End	FY2022 - FY2026		
Project Scope					Project Photo or Map				
<p>This project consists of Drainage Infrastructure inventory, assessment and watershed analysis within Crooked Cove and Guerrard Cove. An overall inventory and assessment of storm drain features to include storm drain lines, storm drain inlets, manholes, structures, ditches/channels and other stormwater conveyance systems to determine if they are providing adequate drainage conveyance and/or functioning as designed. Development of a 2D hydrologic/hydraulic model of primary drainage network systems will be developed to determine inundation zones from storm events of different magnitude and help identify "choke" points and areas of needed drainage improvement. Upon completion of the overall assessment, a list of individual project improvements will be established, prioritized and broken out by asset owner to identify work (maintenance and CIP) that is needed to be done and implemented by each. This CIP was originally initiated in FY22 for all watersheds in municipal limits to be studied. Heyward Cove watershed was completed and Crooked/Guerrard Coves was in process and to be taken to completion. In FY26, it was decided to break out future work in individual projects for each watershed to be studied.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	250,356	645,000	591,900	77,000	-	-	-	-	919,256
Construction	-	-	-	-	-	-	-	-	-
Other	-	16,400	-	7,500	-	-	-	-	7,500
Total	\$ 250,356	\$ 676,400	\$ 591,900	\$ 84,500	\$ -	\$ -	\$ -	\$ -	\$ 926,756
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SWU Fees	\$ 250,356	\$ 676,400	\$ 591,900	\$ 84,500			\$ -	\$ -	\$ 926,756
	-	-	-	-	-	-	-	-	-
Total	\$ 250,356	\$ 676,400	\$ 591,900	\$ 84,500	\$ -	\$ -	\$ -	\$ -	\$ 926,756
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Infrastructure</i> <i>Guiding Principle #3:</i> Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable. <i>May River & Surrounding Rivers and Watersheds</i> <i>Guiding Principle #1:</i> Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds. <i>Guiding Principle #2:</i> Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</p>					<p>Asset inventory, assessment, surveying, and engineering design began in FY22 with the completion of Heyward Cove in FY25. Crooked and Guerrard Cove work was initiated in FY25 and is expected to be completed in FY26. Drainage area and H/H Modeling to be performed to identify assets in need of maintenance, replacement and/or upgrade by asset owner. Construction/maintenance of Town assets, as to be identified, will be performed by way of proposed individual CIP projects for identified improvements.</p>				
Project Origination					Project Performance Measures				
1) FY23-24 Strategic Plan and 2) citizen input.					Identify infrastructure work needed by asset owners to reduce the risk of flooding.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance	TBD	-					-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs: Costs were based on anticipated work items, past costs, industry knowledge and best practices. O&M costs to be determined upon construction completion.									

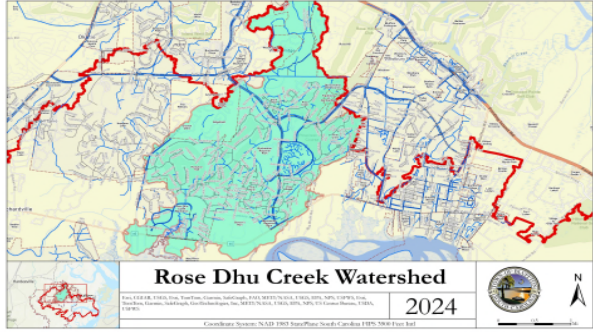
Capital Improvements Program Project Data Sheet									
Project Name	Stoney Crest Campground Palmetto Bluff Road					Project #	S0011		
Program Type	Stormwater & Sewer	Project Manager		Kim Jones/Mark Maxwell		Start to End	FY2022 - FY2026		
Project Scope					Project Photo or Map				
<p>The Town of Bluffton is pursuing a multi-jurisdictional partnership with Beaufort County and Beaufort-Jasper Water and Sewer Authority for the installation of a vacuum system consisting of an estimated 150 individual connections with a buildout prediction of 200 lots. The project is approximately 747 acres with the boundaries outline.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	-	-	252,432	-	-	-	-	252,432
Construction	-	1,100,000	-	700,000	-	-	-	-	700,000
Other	-	-	-	400,000	-	-	-	-	400,000
Total	\$ -	\$ 1,100,000	\$ -	\$ 1,352,432	\$ -	\$ -	\$ -	\$ -	\$ 1,352,432
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SWU GO Bond	\$ -	\$ -	\$ -	\$ 252,607	\$ -	\$ -	\$ -	\$ -	\$ 252,607
CIP Fund Balance	-	600,000	-	599,825	-	-	-	-	599,825
Other	-	500,000	-	500,000	-	-	-	-	500,000
Total	\$ -	\$ 1,100,000	\$ -	\$ 1,352,432	\$ -	\$ -	\$ -	\$ -	\$ 1,352,432
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure</p> <p><i>Guiding Principle #3:</i> Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</p> <p><i>May River & Surrounding Rivers and Watersheds</i></p> <p><i>Guiding Principle #1:</i> Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</p> <p><i>Guiding Principle #2:</i> Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watersheds.</p>					<p>Partnership agreement is finalized with Beaufort County, BJWSA and the Town of Bluffton. Design and construction phases will be scheduled by BJWSA, as the project manager. A South Carolina Infrastructure Investment Program Grant has been awarded to assist in funding for construction.</p>				
Project Origination					Project Performance Measures				
May River Watershed Sewer Master Plan					Sewer extension and connections completed and no human DNA detected.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations	n/a	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance	n/a	-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

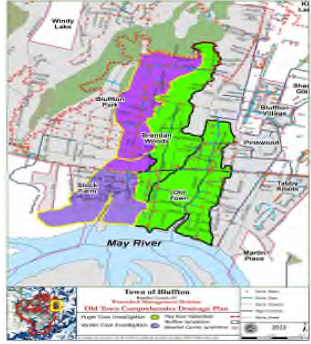
Capital Improvements Program Fund Project Data Sheet									
Project Name	Pritchard Street Streetscape and Drainage Improvements					Project #	S0012		
Program Type	Stormwater & Sewer	Project Manager	Dan Rybak			Start to End	FY2022 - FY2026		
Project Scope					Project Photo or Map				
<p>Planning and Design of Pritchard Street Streetscape and Drainage Improvement project was initiated FY22 subsequent to completion of Historic District Phase 1 sewer extension work and needed drainage improvements. The project will include design and construction of permitted improvements to capture and convey roadway and surface drainage to an outfall location(s) at Heyward Cove. Streetscape elements were added in FY24 and include sidewalk additions and improvement for pedestrian connectivity, ADA pedestrian compliance measures, traffic calming and street lighting. Construction will include proposed project improvements, installation of inlets and storm drain pipe, roadside channel improvements, maintenance of traffic, erosion and sediment control and appurtenances. Additionally, installation of water quality BMPs is included and supported by 319 grant funding to treat stormwater runoff from impervious surfaces.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ 8,310	\$ 10,000	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,810
Design	77,269	48,925	33,065	46,200	-	-	-	-	156,534
Construction	57,525	1,640,706	562,500	1,178,166	-	-	-	-	1,798,191
Other	-	42,600	15,000	-	-	-	-	-	15,000
Total	\$ 143,104	\$ 1,742,231	\$ 613,065	\$ 1,224,366	\$ -	\$ -	\$ -	\$ -	\$ 1,980,535
Project Funding Sources									
	Prior Years' Expended	FY2025 Revised Budget	FY2025 Estimate	FY2026 Adopted Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SWU Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GO Bond	-	544,059	-	253,778	-	-	-	-	253,778
HTAX	143,104	970,588	613,065	970,588	-	-	-	-	1,726,757
LATAx	-	134,659	-	-	-	-	-	-	-
319 Grant	-	92,925	-	-	-	-	-	-	-
Total	\$ 143,104	\$ 1,742,231	\$ 613,065	\$ 1,224,366	\$ -	\$ -	\$ -	\$ -	\$ 1,980,535
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #3:</i> Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable. <i>May River & Surrounding Rivers and Watersheds</i> <i>Guiding Principle #1:</i> Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds. <i>Guiding Principle #2</i> Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</p>					<p>Design, easement acquisition and permitting of proposed drainage and streetscape improvements are scheduled to be completed in FY25. Construction of streetscape improvements are estimated to be completed FY26.</p>				
Project Origination					Project Performance Measures				
1) FY19-20 Strategic Plan and 2) citizen input.					Drainage improvements to reduce the risk of flooding. Streetscape improvements to improve public safety and pedestrian connectivity.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance	Sidewalk, mowing, Inlet cleaning/pump out 2x annually and pipe/roadside swale cleaning annually.	-	3,000	3,000	3,000	3,000	12,000		
Total		\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 12,000		
Method for Estimating Costs: Costs by Public Works were based on anticipated work items, past costs, industry knowledge and best practices.									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Pritchardville Elementary School MRWAP Impervious Restoration Project					Project #	S0014		
Program Type	Stormwater	Project Manager	Dan Rybak			Start to End	FY 2026-2028		
Project Scope					Project Photo or Map				
<p>As a result of the 2021 MRWAP update, 11 new project/site locations were recommended. These eleven sites were evaluated for feasibility, cost/benefit and preliminary design plans were developed for 9 sites (2 sites declined to participate) under prior year CIP. Pritchardville Elementary School has been selected to proceed to final design and construction due to it's large impervious foot print and proposed water quality benefit/pollutant removal based on site conditions, geotechnical feasibility and preliminary design results. This project will take the completed preliminary design information to final design, permitting and construction on the property. Expenditures of this and future May River Action Plan Impervious Restoration Program CIP will be supported by SWU fees, potential developer participation and/or fee-in-lieu contributions.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
Design	-	-	-	60,000	-	-	-	-	60,000
Construction	-	-	-	-	-	410,000	-	-	410,000
Other	-	-	-	1,500	2,500	1,000	-	-	5,000
Total	\$ -	\$ -	\$ -	\$ 83,500	\$ 2,500	\$ 411,000	\$ -	\$ -	\$ 497,000
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SWU Fees	\$ -	\$ -	\$ -	\$ 83,500	\$ 2,500	\$ 411,000	\$ -	\$ -	\$ 497,000
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 83,500	\$ 2,500	\$ 411,000	\$ -	\$ -	\$ 497,000
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #3: Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> May River & Surrounding Rivers and Watersheds <i>Guiding Principle #1: Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2: Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i> <i>Guiding Principle #4: Support active planning and management for resilience of natural resources and our response to weather events, future disasters and changing environmental conditions.</i></p>					<p>Preliminary Design of proposed project improvements was completed under the parent CIP and resulted in BMP Types and locations being selected for 9 of the 11 sites identified in the 2021 MRWAP Update. This CIP will take Pritchardville Elementary School proposed water quality BMPs to final design, permitting and construction.</p>				
Project Origination					Project Performance Measures				
1) FY23-24 Strategic Plan and 2) citizen input.					Reduce pollutant loads associated with stormwater runoff and improve water quality of receiving streams and May River.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

Capital Improvements Program Fund Project Data Sheet									
Project Name	McCracken Middle School MRWAP Impervious Restoration Project					Project #	S0015		
Program Type	Stormwater	Project Manager	Dan Rybak			Start to End	FY 2026-2028		
Project Scope					Project Photo or Map				
<p>As a result of the 2021 MRWAP update, 11 new project/site locations were recommended. These eleven sites were evaluated for feasibility, cost/benefit and preliminary design plans were developed for 9 sites (2 sites declined to participate) under prior year CIP. HE McCracken Middle School has been selected to proceed to final design and construction due to it's large impervious foot print and proposed water quality benefit/pollutant removal based on site conditions, geotechnical feasibility and preliminary design results. This project will take the completed preliminary design information to final design, permitting and construction on the property. Expenditures of this and future May River Action Plan Impervious Restoration Program CIP will be supported by SWU fees, potential developer participation and/or fee-in-lieu contributions.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Design	-	-	-	78,000	-	-	-	-	78,000
Construction	-	-	-	-	-	610,000	-	-	610,000
Other	-	-	-	1,500	2,500	1,000	-	-	5,000
Total	\$ -	\$ -	\$ -	\$ 109,500	\$ 2,500	\$ 611,000	\$ -	\$ -	\$ 723,000
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SWU Fees	\$ -	\$ -	\$ -	\$ 109,500	\$ 2,500	\$ 611,000	\$ -	\$ -	\$ 723,000
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 109,500	\$ 2,500	\$ 611,000	\$ -	\$ -	\$ 723,000
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #3: Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> May River & Surrounding Rivers and Watersheds <i>Guiding Principle #1: Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2: Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i> <i>Guiding Principle #4: Support active planning and management for resilience of natural resources and our response to weather events, future disasters and changing environmental conditions.</i></p>					<p>Preliminary Design of proposed project improvements was completed under the parent CIP and resulted in BMP Types and locations being selected for 9 of the 11 sites identified in the 2021 MRWAP Update. This CIP will take McCracken Middle School proposed water quality BMPs to final design, permitting and construction.</p>				
Project Origination					Project Performance Measures				
1) FY23-24 Strategic Plan and 2) citizen input.					Reduce pollutant loads associated with stormwater runoff and improve water quality of receiving streams and May River.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Bluffton Elementary School MRWAP Impervious Restoration Project					Project #	S0016		
Program Type	Stormwater	Project Manager	Dan Rybak			Start to End	FY 2026-2028		
Project Scope					Project Photo or Map				
<p>As a result of the 2021 MRWAP update, 11 new project/site locations were recommended. These eleven sites were evaluated for feasibility, cost/benefit and preliminary design plans were developed for 9 sites (2 sites declined to participate) under prior year CIP. Bluffton Elementary School has been selected to proceed to final design and construction due to it's large impervious foot print and proposed water quality benefit/pollutant removal based on site conditions, geotechnical feasibility and preliminary design results. This project will take the completed preliminary design information to final design, permitting and construction on the property. Expenditures of this and future May River Action Plan Impervious Restoration Program CIP will be supported by SWU fees, potential developer participation and/or fee-in-lieu contributions.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000
Design	-	-	-	75,000	-	-	-	-	75,000
Construction	-	-	-	-	-	530,000	-	-	530,000
Other	-	-	-	1,000	3,000	1,000	-	-	5,000
Total	\$ -	\$ -	\$ -	\$ 100,000	\$ 3,000	\$ 531,000	\$ -	\$ -	\$ 634,000
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SATAX	\$ -	\$ -	\$ -	\$ 100,000	\$ 3,000	\$ 531,000	\$ -	\$ -	\$ 634,000
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 100,000	\$ 3,000	\$ 531,000	\$ -	\$ -	\$ 634,000
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #3: Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> May River & Surrounding Rivers and Watersheds <i>Guiding Principle #1: Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2: Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i> <i>Guiding Principle #4: Support active planning and management for resilience of natural resources and our response to weather events, future disasters and changing environmental conditions.</i></p>					<p>Preliminary Design of proposed project improvements was completed under the parent CIP and resulted in BMP Types and locations being selected for 9 of the 11 sites identified in the 2021 MRWAP Update. This CIP will take Bluffton Elementary School proposed water quality BMPs to final design, permitting and construction.</p>				
Project Origination					Project Performance Measures				
1) FY23-24 Strategic Plan and 2) citizen input.					Reduce pollutant loads associated with stormwater runoff and improve water quality of receiving streams and May River.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Rose Dhu Creek Comprehensive Drainage and Watershed Analysis					Project #	S0017		
Program Type	Stormwater	Project Manager	Dan Rybak		Start to End	FY2025-FY2027			
Project Scope					Project Photo or Map				
<p>This project consists of Drainage Infrastructure inventory, assessment and watershed analysis within Rose Dhu Creek. An overall inventory and assessment of storm drain features to include storm drain lines, storm drain inlets, manholes, structures, ditches/channels and other stormwater conveyance systems to determine if they are providing adequate drainage conveyance and/or functioning as designed. Development of a 2D hydrologic/hydraulic model of primary drainage network systems will be developed to determine inundation zones from storm events of different magnitude and help identify "choke" points and areas of needed drainage improvement. Upon completion of the overall assessment, a list of individual project improvements will be established, prioritized and broken out by asset owner to identify work (maintenance and CIP) that is needed to be done and implemented by each.</p>					 <p>Rose Dhu Creek Watershed 2024</p>				
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Design	-	-	-	1,290,000	1,700,000	-	-	-	2,990,000
Construction	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	5,000	-	-	-	5,000
Total	\$ -	\$ -	\$ -	\$ 1,290,000	\$ 1,710,000	\$ -	\$ -	\$ -	\$ 3,000,000
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SWU Fees	\$ -	\$ -	\$ -	\$ 1,290,000	\$ 1,710,000	\$ -	\$ -	\$ -	\$ 3,000,000
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 1,290,000	\$ 1,710,000	\$ -	\$ -	\$ -	\$ 3,000,000
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #3: Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> <i>May River & Surrounding Rivers and Watersheds</i> <i>Guiding Principle #1: Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2: Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i></p>					<p>Asset inventory, assessment, surveying, and engineering initiated in FY25. Drainage area and 2D H/H Modeling to be performed to identify assets in need of maintenance, replacement and/or upgrade by asset owner. Construction/maintenance of Town assets, as to be identified, will be performed by way of proposed individual CIP projects for identified improvements.</p>				
Project Origination					Project Performance Measures				
1) FY23-24 Strategic Plan and 2) citizen input.					Identify infrastructure work needed by asset owners to reduce the risk of flooding.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

Capital Improvements Program Fund Project Data Sheet									
Project Name	Huger Cove & Verdier Cove Comprehensive Drainage and Watershed Analysis					Project #	S0018		
Program Type	Stormwater	Project Manager	Dan Rybak			Start to End	FY25 - FY28		
Project Scope					Project Photo or Map				
<p>This project consists of Drainage Infrastructure inventory, assessment and watershed analysis within Huger Cove and Verdier Cove. An overall inventory and assessment of storm drain features to include storm drain lines, storm drain inlets, manholes, structures, ditches/channels and other stormwater conveyance systems to determine if they are providing adequate drainage conveyance and/or functioning as designed. Development of a 2D hydrologic/hydraulic model of primary drainage network systems will be developed to determine inundation zones from storm events of different magnitude and help identify "choke" points and areas of needed drainage improvement. Upon completion of the overall assessment, a list of individual project improvements will be established, prioritized and broken out by Asset Owner to identify work (maintenance and CIP) that is needed to be done and implemented by each.</p>									
Project Budget									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000
Design	-	-	-	273,000	170,000	35,000	-	-	478,000
Construction	-	-	-	-	-	-	-	-	-
Other	-	-	-	5,000	-	-	-	-	5,000
Total	\$ -	\$ -	\$ -	\$ 285,000	\$ 170,000	\$ 35,000	\$ -	\$ -	\$ 490,000
Project Funding Sources									
	Prior Years' Expended	FY2025 Amended Budget	FY2025 Estimate	FY2026 Proposed Budget	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Project Forecast
SWU Fees	\$ -	\$ -	\$ -	\$ 285,000	\$ 170,000	\$ 35,000	\$ -	\$ -	\$ 490,000
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 285,000	\$ 170,000	\$ 35,000	\$ -	\$ -	\$ 490,000
Strategic Focus Area & Guiding Principle					Project Status				
<p>Infrastructure <i>Guiding Principle #3: Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> May River & Surrounding Rivers and Watersheds <i>Guiding Principle #1: Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2: Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i></p>					<p>Project implementation is pending and impacted by BRIC Grant application and award. Asset inventory, assessment, surveying, and engineering is anticipated to be initiated in FY26 and anticipated to be completed FY28. Drainage area and 2D H/H Modeling to be performed to identify assets in need of maintenance, replacement and/or upgrade by asset owner. Construction/maintenance of Town assets, as to be identified, will be performed by way of proposed individual CIP projects for identified improvements.</p>				
Project Origination					Project Performance Measures				
1) FY23-24 Strategic Plan and 2) citizen input.					Identify infrastructure work needed by asset owners to reduce the risk of flooding.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	FY2029 Forecast	FY2030 Forecast	Total Forecast		
Operations							\$ -		
Maintenance							-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Method for Estimating Costs:									

**Consideration of Planning Commission Recommendation for Fiscal Year 2026 Capital
Improvement Program Projects Prioritization**

Proposed Motion

*"I move to **approve** Planning Commission's recommendation for Fiscal Year 2026 Capital
Improvement Program Projects Prioritization, as presented."*

TOWN COUNCIL

STAFF REPORT
Executive Department



MEETING DATE:	April 8, 2025
PROJECT:	Approval of Public Art Committee Recommendation to Award a Public Art Commission for the Splash Pad Equipment Enclosure to Murray Sease with a Fiscal Impact of \$7,500
PROJECT MANAGER:	Chris Forster, MPA, CPFO, CGFM, Assistant Town Manager

REQUEST:

Town Council approve the Public Art Committee (PAC) recommendation to award a public art commission for the splash pad equipment enclosure to Murray Sease.

BACKGROUND:

The Public Art Committee was established in October 2023 to carry out the Council approved public art policy. The committee is responsible for making recommendations to Council on publicly funding public art or art to be placed on public property.

In January the Beautification Committee made a recommendation to the Public Art Committee for a mural wrap on the large green utility box at the splash pad. The recommendation went before the Public Art Committee for discussion, and a call for artists was posted after a unanimous vote of approval. The call included ten artists from the committee’s roster and area schools. At their meeting on March 25, 2025, the committee reviewed the six submittals received. After a discussion the committee voted to recommend the commission by Murray Sease.

NEXT STEPS:

Approve, approve with conditions or deny the recommendation to award the commission to Murray Sease.

ATTACHMENTS:

- 1. Design Graphic
- 2. Proposed Motion

Attachment 1
Graphic Design

117.125 in

77.625 in

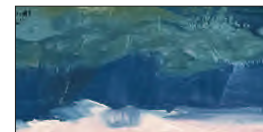
91.125 in



91.125 in



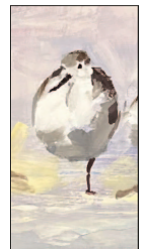
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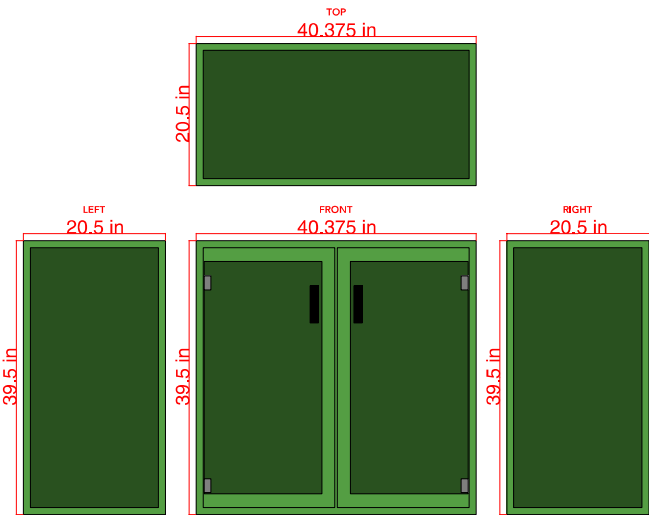
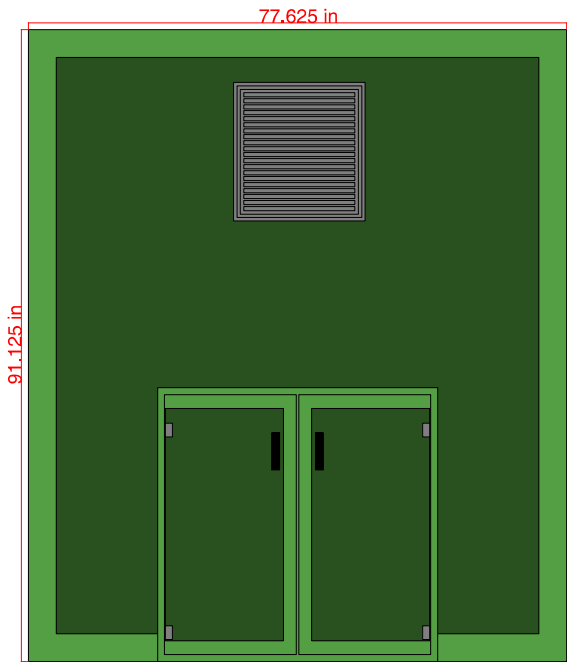
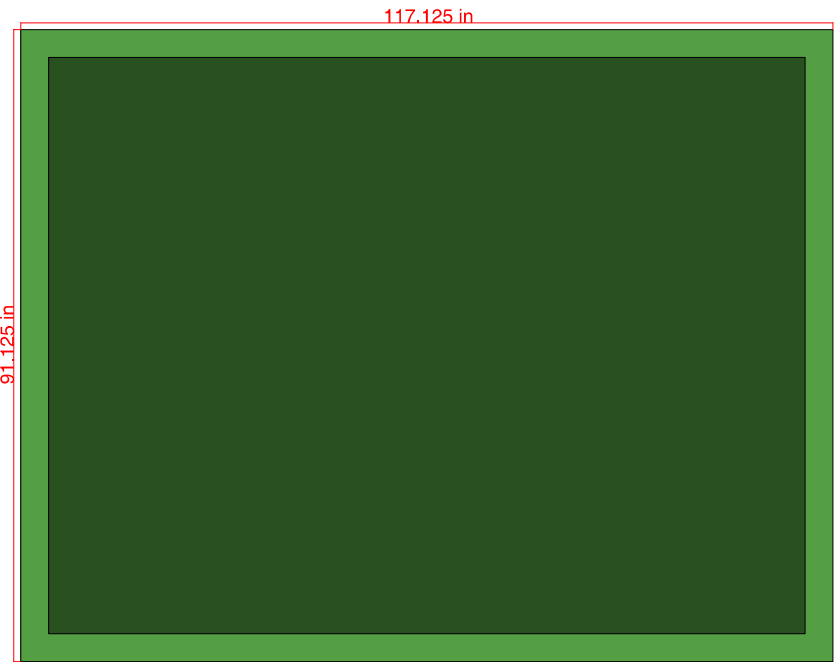
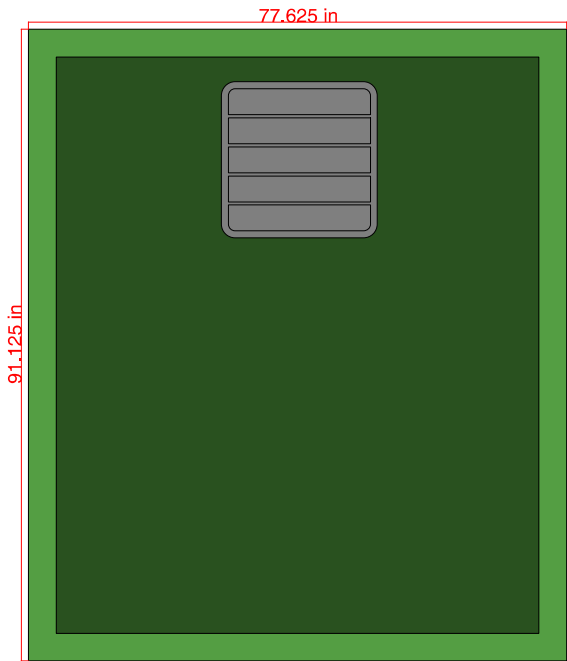
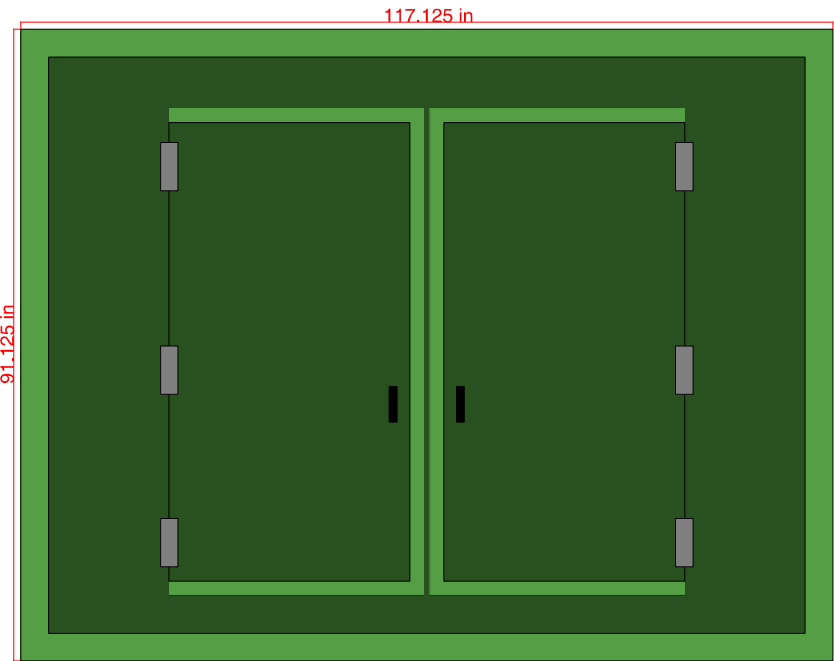
20.5 in



20.5 in



39.5 in



Attachment 2
Proposed Motion

Approval of Public Art Committee Recommendation to Award a Public Art Commission for the Splash Pad Equipment Enclosure to Murray Sease with a Fiscal Impact of \$7,500

Proposed Motion

"I make a motion to approve the Public Art Committee recommendation to Award the Public Art Commission for the Splash Pad Equipment Enclosure to Murray Sease."