



Historic Preservation Review Committee Meeting

Monday, March 30, 2026 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. 33 Guerrard Avenue:** A request by Chris Epps (InCircle Architecture), on behalf of the owner, Webbdean Dev, LLC, for a review of a Certificate of Appropriateness - HD to construct a new 2-story Side Yard House of approximately 2,269 SF and a 2-story detached Carriage House of approximately 996 SF, to be located at 33 Guerrard Avenue in Old Town Bluffton Historic District and zoned Neighborhood General - HD zoning District. (COFA-03-26-020160) (Staff – Charlotte Moore)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Monday, April 6, 2026

“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.



PLAN REVIEW COMMENTS FOR COFA-03-26-020160

Section V. Item # 1.

Town of Bluffton
Department of Growth Management
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910
Telephone 843-706-4522
OLD TOWN

Plan Type: Historic District **Apply Date:** 03/05/2026

Plan Status: Active **Plan Address:** 33 Guerrard Avenue
BLUFFTON, SC 29910

Case Manager: Charlotte Moore **Plan PIN #:** R610 039 00A 0425 0000

Plan Description: A request by Chris Epps (InCircle Architecture), on behalf of the owner, Webbdean Dev, LLC, for a review of a Certificate of Appropriateness - HD to construct a new 2-story Side Yard House of approximately 2,269 SF and a 2-story detached Carriage House of approximately 996 SF, to be located at 33 Guerrard Avenue in Old Town Bluffton Historic District and zoned Neighborhood General - HD zoning District. STATUS (03.24.2026): Concept Plan to be reviewed by HPRC on March 30, 2026.

Staff Review (HD)

Submission #: 1 Recieved: 03/05/2026 Completed:

<i>Reviewing Dept.</i>	<i>Complete Date</i>	<i>Reviewer</i>	<i>Status</i>
Beaufort Jasper Water and Sewer Review	03/27/2026	Matthew Michaels	Approved with Conditions

Comments:
Comments may be provided at time of building permit application.

Growth Management Dept Review (HD)	03/27/2026	Charlotte Moore	Approved with Conditions
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Comments:

- 1. While a Sideyard House is a permitted building type in this district, Guerrard Avenue is mostly 1 to 1.5 story homes with the Medium House building type the most common building type for new construction. This type would fit within the better and fit well among the other homes.
- 2. The site plan is missing the service yards and chimney. The carriage house ground floor window and door configurations do not match the elevations.
- 3. Provide a section of the porch and paneled portion.
- 4. Consider use of a finished material like cement board for the trim instead of pressure treated grade wood.
- 5. Consider adding a trim piece where the wall meets the soffit.
- 6. The diagonal bracket member is unclear and appears too skinny on the elevations.
- 7. The left and rear elevations of the house rely too heavily on transom windows. Revisit these elevations to include windows to break up the facade and balance with the remainder of the architecture.
- 8. Revisit the panel detail on the stair hall to remove the skinny row at the top of the first floor and make the bottom panels the same height on both floors

Watershed Management Review	03/19/2026	Samantha Crotty	Approved with Conditions
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Comments:

All development exceeding 5,000 sq. ft. of land disturbance will have to meet SoLoCo Standards and retain the first 1.95" of stormwater onsite using approved BMPs (example: rain gardens or rain barrels). Additional comments may be provided at time of building permit submittal/stormwater permit review.

Transportation Department Review - HD	03/06/2026	Mark Maxwell	Approved
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Comments:

No comments

Plan Review Case Notes: