



Affordable Housing Committee Meeting

Thursday, October 01, 2026 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 417 or on Spectrum Channel 1304.

I. CALL TO ORDER

II. ROLL CALL

III. ADOPTION OF MINUTES

[1.](#) August 6, 2026

IV. PUBLIC COMMENT

V. OLD BUSINESS

VI. NEW BUSINESS

[1.](#) FY27 Neighborhood Assistance Program Budget Update

VII. DISCUSSION

1. Beaufort Jasper Housing Trust, Claude Hicks, Executive Director
2. 115 Bluffton Road Request for Proposal Update

VIII. ADJOURNMENT

NEXT MEETING DATE: Thursday, November 5, 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.

Affordable Housing Committee Meeting

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

August 06, 2026

This meeting can be viewed live on [BCTV](#), on Sparklight Channel 9 and 417 or on Spectrum
Channel 1304.

I. CALL TO ORDER

The Thursday, August 6, 2026, Affordable Housing Committee Meeting was called to order at 10:05am by Chairman Hamilton.

II. ROLL CALL

PRESENT

Chair Fred Hamilton

Committee Member Meg James

Committee Member Denolis Polite

Committee Member Doug Magill

Committee Member Veronica Navarro

ABSENT

Council Member Emily Burden

Committee Member Gwen Chambers

III. ADOPTION OF MINUTES

1. July 2, 2026

Motion made by Committee Member Magill, Seconded by Committee Member James.

Voting Yea: Chair Hamilton, Committee Member Polite, Committee Member Navarro

IV. PUBLIC COMMENT

Robert Johnson – a Bluffton resident interested in becoming more involved in community outreach. Mr. Johnson expressed his interest in learning more about the town’s affordable housing efforts.

V. OLD BUSINESS

VI. NEW BUSINESS

1. FY27 Neighborhood Assistance Budget Update

Town Council approved the 2027 Fiscal Year budget for the Neighborhood Assistance Program at \$450,000.00.

A total of 5 homes has received or are on schedule to receive repairs at a total of \$53,784.86.

These repairs consist of roofing, flooring, stairs and plumbing.

As of July 28th, one home is waiting on income verification.

Applications are being processed as soon as they are submitted, and staff continue to work diligently to ensure residents are living in their homes safe and dry.

VII. DISCUSSION

Judge Bush / 97 Goethe Road

- The committee discussed scheduling a site visit with Judge Bush.
- A tentative visit was discussed for Tuesday, August 25, after 11:30 a.m.
- Staff will coordinate the date and time with Judge Bush.

1095 May River Road Project

- The project continues to experience a delay involving Beaufort County GIS and street naming.
- Because the development will have two roads, six potential street names are needed—three options for each road.
- Proposed names included Lowcountry-themed options such as Tidal Marsh, Salt Meadow, Heron Haven, River Reed, Foundation, Harmony, Cornerstone, Bluff Oak, and Bluff Heritage.
- The committee favored incorporating Fred Hamilton's full name into one street name, with “Legacy” receiving positive consideration.
- Final street names need to be established quickly so they can move through the Planning Commission process and allow the subdivision plat application to proceed.

115 Bluffton Road Affordable Housing Project

- The Review Committee completed four developer interviews and narrowed the candidates to one preferred developer.
- The preferred developer will be presented to Town Council in Executive Session for consideration on 8/11.
- Staff expect a decision shortly afterward, with the goal of publicly announcing the selected developer the following week.
- Committee members expressed strong confidence and excitement about the selected developer and the project.

VIII. ADJOURNMENT

Committee member Magill made a motion to adjourn at 10:26am, Seconded by Committee Member James.

Voting Yea: Chair Hamilton, Committee Member Polite, Committee Member Navarro

X. NEXT MEETING DATE: Thursday, September 3, 2026

Town of Bluffton
Affordable Housing Department
Neighborhood Assistance Program FY27

Task	Approved Budget	Invoices Paid	Encumbrances	Requistions	Available Budget	# of Homes Assisted
Home Repair/Rehabilitation	\$400,000	124,235.86			\$275,764	9
Property Maintenance						
a. Abatement/Demolition of Unsafe Structures	\$10,000				\$10,000	
b. Property Clean Up	\$10,000				\$10,000	
c. Septic Pumpout	\$10,000				\$10,000	
d. Private Road Repair for Emergency Access	\$3,000				\$3,000	
e. E-911 Addressing	\$2,000				\$2,000	
f. Tree Mitigation	\$15,000				\$15,000	
Total	\$450,000.00	\$124,236			\$325,764	9

As of September 24, 2026



MEMORANDUM

TO: Affordable Housing Committee
FROM: Victoria Smalls, Affordable Housing Director

CC: Heather Colin, AICP, Assistant Town Manager

RE: Neighborhood Assistance Program Budget Update

DATE: October 1, 2026

Town Council approved the 2027 Fiscal Year budget for the Neighborhood Assistance Program at \$450,000.00.

A total of 9 homes has received or are on schedule to receive repairs at a total of \$124,236.

These repairs consist of roofing, flooring, stairs and plumbing.

Applications are being processed as soon as they are submitted, and staff is working diligently to ensure residents are living in their homes safe and dry.