



Development Review Committee Meeting

Wednesday, September 03, 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. **Novant Health Bluffton Medical Center (Development Plan):** A request by Hilton Head Medical Center, LLC, for approval of a Preliminary Development Plan application. The project consists of a three (3) story 243,800 SF hospital with associated infrastructure. The property is within the Buckwalter Planned Unit Development (PUD) and consists of approximately 17.8 acres identified by the tax map numbers R610 029 000 2487 0000 and R600 029 000 2410 0000 located west of Buckwalter Parkway south of Bluffton Parkway within the Parkway Corners Initial Master Plan. (DP-07-25-019862) (Staff - Dan Frazier)
2. **The Bluffton Bookshop (Development Plan):** A request by Jonathan Marsh of Witmer Jones Keefer, Ltd., on behalf of property owners Jamie and Allyn Oliver for approval of a Final Development Plan application. The project consists of the renovation of the existing 1,769 SF residential structure into a proposed bookstore and icery with associated parking and infrastructure. The property is zoned Neighborhood Conservation - Historic District and consists of approximately 0.3 acres identified by tax map number R610 039 00A 0324 0000 and located at 89 Bridge Street in Old Town Bluffton Historic District. (DP-04-25-019712) (Staff - Dan Frazier)
3. **Palmetto Bluff Block M7 (Development Plan):** A request by Drew Lonker of Thomas & Hutton, on behalf of Palmetto Bluff Uplands, LLC for approval of a Final Development Plan application. The project consists of general clearing, installation of water and sewer utilities, a sanitary sewer pump station, dry utilities, storm drainage infrastructure and an asphalt roadway to serve the proposed 13 single-family residential lots. The property consists of approximately

27.35 acres identified by tax map number R614 057 000 0217 0000 located within the Palmetto Bluff Planned Unit Development (PUD). (DP-07-24-019259) (Staff - Dan Frazier)

4. **Palmetto Bluff Block M7 (Subdivision):** A request by Drew Lonker of Thomas & Hutton, on behalf of Palmetto Bluff Uplands, LLC, for approval of a Subdivision plan application. The project consists of creating thirteen (13) single family lots. The property is in the Palmetto Bluff Planned Unit Development (PUD) consists of 27.35 acres identified by tax map number R614 057 000 0217 0000 along Old Moreland Road. (SUB-07-25-019867) (Staff - Dan Frazier)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, September 10, 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.*



PLAN REVIEW COMMENTS FOR DP-07-25-019862

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

Plan Type:	Development Plan	Apply Date:	07/29/2025
Plan Status:	Active	Plan Address:	
Case Manager:	Dan Frazier	Plan PIN #:	R610 029 000 2487 0000
Plan Description:	A request by Hilton Head Medical Center, LLC, for approval of a Preliminary Development Plan application. The project consists of three (3) story 243,800 SF hospital with associated infrastructure. The property is within the Buckwalter Planned Unit Development (PUD) and consists of approximately 17.8 acres identified by the map numbers R610 029 000 2487 0000 and R600 029 000 2410 0000 located west of Buckwalter Parkway south of Bluffton Parkway within the Parkway Corners Initial Master Plan. STATUS: This application will be heard at the September 3, 2025, Development Review Committee meeting.		

Technical Review

Submission #: 1 Received: 07/29/2025 Completed: 08/29/2025

Reviewing Dept.	Complete Date	Reviewer	Status
Fire Department Review	08/29/2025	Dan Wiltse	Revisions Required

Comments:

1. Provide detail of location and protection of oxygen tanks.
2. Provide detail of location and protection of hospital backup generators.

Planning Review - Principal	08/29/2025	Dan Frazier	Revisions Required
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Comments:

1. Provide adequate landscaping to effectively screen the parking lot from the adjacent residences, Lake Point Drive, and Buckwalter Parkway.
2. A Certificate of Occupancy for the Novant Health Bluffton Medical Center will not be issued prior to the completion of all required off-site improvements, including:
 - a. The installation of the required Innovation Drive secondary access road and associated traffic signal upgrades at the intersection of Innovation Drive and Bluffton Parkway, and
 - b. the required traffic signal upgrades at the intersection of Lake Point Drive and Buckwalter Parkway.
3. A landscaped buffer at least eight (8') feet wide shall be maintained between any structure and any parking or driving area, except for loading areas and areas where drive-through facilities are utilized. (Beaufort County DSO Section 4.23.2.2.(B))
4. A minimum nine (9') by eighteen (18') foot landscaped peninsula shall be installed parallel to the parking spaces every eight (8) or fewer spaces and at the end of the parking aisle in order to separate the last space from any adjacent travel ways (Beaufort County DSO Section 4.23.2.2.(E)(1)(b)).
5. This development is subject to the standards set forth in the Buckwalter PUD Concept Plan Development Agreement, the Parkway Corners Master Plan, and the UDO Sections 5.3 and 5.10.
6. The heliport shall meet all applicable Federal Aviation Administration requirements for heliport design.

Watershed Management Review DRC	08/27/2025	Samantha Crotty	Revisions Required
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Comments:

1. The Narrative states on site BMPs will include pervious pavers, infiltration, and stormwater pond. The compliance calculator shows infiltration, impervious surface disconnection, and stormwater pond. The plans show infiltration and stormwater pond. Clarify which BMPs will be used to meet SoLoCo requirements, show their location on the plans, and revise application materials accordingly.
2. Provide the required pretreatment for each infiltration BMP per SWDM 4.5.3.
3. Infiltration practices with underdrains are considered bioretention-standard. (SWDM 4.5) Revise compliance calculator, and application materials accordingly.
4. At time of stormwater permit submittal: a) provide a geotechnical report that supports the use of infiltration BMPs in EACH proposed infiltration BMP area; b) verify that Post-3 and Post-4's drainage areas are accurate on the Post-Development exhibit.

Beaufort Jasper Water and Sewer Review	08/29/2025	Matthew Michaels	Approved
Building Safety Review	08/29/2025	Marcus Noe	Approved
Planning Commission Review	08/29/2025	Dan Frazier	Approved
Planning Review - Address	08/29/2025	Ryan Coleman	Approved
Police Department Review	08/29/2025	Bill Bonhag	Approved
Transportation Department Review	07/29/2025	Mark Maxwell	Approved
Comments: No comments			

Plan Review Case Notes:



PLAN REVIEW COMMENTS FOR DP-04-25-019712

Section V. Item #2.

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:	Development Plan	Apply Date:	04/15/2025
Plan Status:	Active	Plan Address:	89 Bridge Street BLUFFTON, SC 29910
Case Manager:	Dan Frazier	Plan PIN #:	R610 039 00A 0234 0000
Plan Description:	A request by Jonathan Marsh of Witmer Jones Keefer, Ltd., on behalf of property owners Jamie and Allyn Oliver for approval of a Preliminary Development Plan. The project consists of the renovation of the existing 1,769 SF residential structure into a proposed bookstore and icery with associated parking and infrastructure. The property is zoned Neighborhood Conservation - Historic District (NC-HD) and consists of approximately 1.5 acres identified by tax map number R610 039 00A 0324 0000 and located at 89 Bridge Street in Old Town Bluffton Historic District. STATUS: This item was heard at the May 21, 2025 Development Review Committee meeting. STATUS: This item was approved at the June 25, 2025 Planning Commission meeting. Awaiting resubmittal. STATUS: The Final Development Plan application will be heard at the September 3, 2025, Development Review Committee meeting.		

Final Technical Review

Submission #: 1 Received: 08/15/2025 Completed: 08/29/2025

Reviewing Dept.	Complete Date	Reviewer	Status
Planning Review - Senior	08/29/2025	Dan Frazier	Approved with Conditions

Comments:

1. Development Plan Approval is subject to the review and approval of the Certificate of Appropriateness - Historic District (COFA-03-25-019642).

Beaufort Jasper Water and Sewer Review	08/29/2025	Matthew Michaels	Approved
Building Safety Review	08/29/2025	Marcus Noe	Approved
Fire Department Review	08/29/2025	Dan Wiltse	Approved
Planning Commission Review	08/29/2025	Dan Frazier	Approved
Planning Review - Address	08/29/2025	Dan Frazier	Approved
Police Department Review	08/29/2025	Bill Bonhag	Approved
Transportation Department Review	08/29/2025	Dan Frazier	Approved
Watershed Management Review DRC	08/29/2025	Samantha Crotty	Approved



PLAN REVIEW COMMENTS FOR DP-07-24-019259

Section V. Item #3.

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

Plan Type:	Development Plan	Apply Date:	07/30/2024
Plan Status:	Active	Plan Address:	1W Whitehouse Plantation Road BLUFFTON, SC 29910
Case Manager:	Dan Frazier	Plan PIN #:	R614 045 000 0024 0000
Plan Description:	[PALMETTO BLUFF BLOCK M7] 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 13 single-family residential lots. The property consists of approximately 27.35 acres identified by tax map numbers R614 057 000 0217 0000 and located within the Palmetto Bluff PUD. STATUS: This item was heard at the September 4, 2024 Development Review Committee meeting. Awaiting resubmittal. STATUS: The Final Development Plan application will be heard at the September 3, 2025 Development Review Committee meeting.		

Final Technical Review

Submission #: 1 Received: 08/21/2025 Completed: 08/29/2025

Reviewing Dept.	Complete Date	Reviewer	Status
Watershed Management Review DRC	08/21/2025	Samantha Crotty	Approved with Conditions
Comments: A fully executed BMP Maintenance Agreement must be provided prior to final approval.			
Beaufort Jasper Water and Sewer Review	08/29/2025	Matthew Michaels	Approved
Building Safety Review	08/29/2025	Marcus Noe	Approved
Fire Department Review	08/29/2025	Dan Wiltse	Approved
Planning Commission Review	08/29/2025	Angie Castrillon	Approved
Planning Review - Address	08/29/2025	Dan Frazier	Approved
Planning Review - Senior	08/29/2025	Dan Frazier	Approved
Police Department Review	08/29/2025	Bill Bonhag	Approved
Transportation Department Review	08/29/2025	Dan Frazier	Approved



PLAN REVIEW COMMENTS FOR SUB-07-25-019867

Section V. Item #4.

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

Plan Type: General **Apply Date:** 07/31/2025
Plan Status: Active **Plan Address:**
Case Manager: Dan Frazier **Plan PIN #:** R614 057 000 0217 0000
Plan Description: A request by Drew Lonker of Thomas & Hutton, on behalf of Palmetto Bluff Uplands, LLC, for approval of a Subdivision plan application. The project consists of creating thirteen (13) single family lots with associated infrastructure. The property is in the Palmetto Bluff Planned Unit Development (PUD) consists of 27.35 acres identified by tax map number R614 057 000 0217 0000 along Old Moreland Road.
STATUS: This item will be heard at the September 3, 2025 Development Review Committee Meeting.

Development Review Committee Sub

Submission #: 1 Received: 07/31/2025 Completed: 08/29/2025

<i>Reviewing Dept.</i>	<i>Complete Date</i>	<i>Reviewer</i>	<i>Status</i>
Beaufort Jasper Water and Sewer Review	08/29/2025	Matthew Michaels	Approved
Planning Commission Review	08/29/2025	Dan Frazier	Approved
Planning Review	08/29/2025	Dan Frazier	Approved
Planning Review - Address	08/29/2025	Diego Farias	Approved
Watershed Management Review	08/29/2025	Samantha Crotty	Approved
Transportation Department Review	08/01/2025	Mark Maxwell	Approved
Comments:			
No comments			

Plan Review Case Notes: