



Development Review Committee Meeting

Wednesday, May 20, 2026 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. **19 Towne Drive (Development Plan Amendment):** A request by Daniel Gaines of Gaines Engineering & Design, on behalf of property owner SGA Dental Partners for approval of a Development Plan Amendment application. The project consists of the renovation and addition to the existing dental office and associated landscaping. The property is within the Belfair Planned Unit Development (PUD) and consists of approximately 1.65 acres identified by tax map number R610 031 000 1086 0000 within the Belfair PUD Master Plan. (DPA-04-26-020215) (Staff - Dan Frazier)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, May 27, 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 DPA-04-26-020215

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
BELFAIR TOWNE VILLAGE

Plan Type: NA **Apply Date:** 04/14/2026
Plan Status: Active **Plan Address:** 19 Towne Dr Drive
BLUFFTON, SC 29910
Case Manager: Dan Frazier **Plan PIN #:** R610 031 000 1086 0000
Plan Description: A request by Daniel Gaines of Gaines Engineering & Design, on behalf of property owner SGA Dental Partner for approval of a Development Plan Amendment application. The project consists of the renovation and addition to the existing dental office and associated landscaping. The property is within the Belfair Planned Unit Development (PUD) and consists of approximately 1.65 acres identified by tax map number R610 031 000 1086 0000 within the Belfair PUD Master Plan.
STATUS: This item will be heard at the May 20, 2026 Development Review Committee (DRC) meeting.

Technical Review

Submission #: 1 Received: 04/14/2026 Completed: 05/15/2026

Reviewing Dept.	Complete Date	Reviewer	Status
Beaufort Jasper Water and Sewer Review	05/15/2026	Matthew Michaels	Approved with Conditions
Comments: Comments pending preliminary submittal to BJWSA's Design Review Team in accordance with the March 2025 BJWSA Development Policy and Procedure Manual.			
Building Safety Review	05/15/2026	Sidney Holland	Approved with Conditions
Comments: Comments to be provided at time of Building Permit Review.			
Fire Department Review	05/15/2026	Dan Wiltse	Approved with Conditions
Comments: 1. Comments may be provided at time of Building Permit Review.			
Planning Review - Principal	05/15/2026	Dan Frazier	Approved with Conditions
Comments: 1. This parcel is within the Highway Corridor and requires issuance of a Certificate of Appropriateness - Highway Corridor Overlay (COFA-HCO) prior to building permit review. 2. Remove the existing drive-thru surface material and replace with landscaping. The proposed landscaping should be reflected on the Landscape submitted as part of the COFA-HCO application. 3. Show the two new parking spaces as matching the existing adjacent parking spaces (pavers with flush curb). 4. Is the existing roll-up curb adjacent to the existing drive-thru being proposed to remain? 5. Show screening for new mechanicals on Landscape Plan (AC Unit and transformer).			
Watershed Management Review DRC	05/13/2026	Samantha Crotty	Approved with Conditions
Comments:			

1. Revise narrative to discuss: a.) the amount of land disturbance associated with this development; b.) the current square footage of impervious surfaces and pervious surfaces on site and the proposed square footage of impervious and pervious surfaces on site.
2. If the redevelopment results in an increase of 2000 square feet or more of impervious surface, or if the development exceeds 5000 square feet or greater of land disturbance, the site must meet SoLoCo standards.
3. If the redevelopment does not result in an increase of 2000 square feet or more of impervious surface or exceed 5000 square feet of land disturbance, provide a completed Town of Bluffton Stormwater Affidavit and proof of submittal of application to SCDES for automatic coverage.

Section V. Item #1.

Planning Review - Address	05/15/2026	Ryan Coleman	Approved
Police Department Review	05/15/2026	Bill Bonhag	Approved
Planning Commission Review	04/28/2026	Caroline Luke	Approved
Comments: Comments may be provided at time of DRC.			
Transportation Department Review	04/17/2026	Mark Maxwell	Approved
Comments: No comments			

Plan Review Case Notes: