



Development Review Committee Meeting

Wednesday, June 17, 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. **Boundary Street Streetscape (Public Project):** A request by Michael Hughes of Thomas & Hutton 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 Boundary Street right-of-way within the Old Town Bluffton Historic District. (DP-05-26-020273) (Staff - Dan Frazier)
2. **34 Thomas Heyward Street (Subdivision):** A request by Daniel Keefer on behalf of Witmer Jones Keefer, Ltd., on behalf of Southern Coastal Homes for approval of a Subdivision application. The project consists of the subdivision of one (1) existing lot into seven (7) lots for the purpose of building six (6) residential dwelling units and one (1) parcel reserved for open space, to be deeded to the Town of Bluffton. The property consists of approximately 2.05-acres identified by tax map number R610 039 00A 0223 0000 within the Neighborhood Conservation-Historic District (NC-HD) within Old Town Bluffton Historic District. (SUB-05-26-020263) (Staff - Dan Frazier)
3. **Palmetto Bluff Central Services Storage Shed (Development Plan):** A request by Griffin Savedge of Thomas & Hutton on behalf of PBLH, LLC for approval of a Final Development Plan application. The project consists of the clearing, grading and the installation of a new morton shed at the Central Services campus in Palmetto Bluff. The property is within the Palmetto Bluff Planned Unit Development (PUD) and consists of approximately 0.35 acres identified by tax map numbers R614 045 000 0576 0000 and R614 045 000 0534 0000 located on the

Central Services Access Road between Mount Pelia Road and Laurel Oak Bay Road. (DP-09-25-019937) (Staff - Dan Frazier)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Wednesday, June 24, 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 DP-05-26-020273

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:	Public Project	Apply Date:	05/19/2026
Plan Status:	Active	Plan Address:	
Case Manager:	Dan Frazier	Plan PIN #:	
Plan Description:	A request by Michael Hughes of Thomas & Hutton on behalf of the Town of Bluffton for the approval of a Pub Project application. The project consists of roadway, sidewalk, parking and drainage improvements in the Boundary Street right-of-way within the Old Town Bluffton Historic District. STATUS: This item will be heard at the June 17, 2026 Development Review Committee meeting.		

Technical Review

Submission #: 1 Recieved: 05/19/2026 Completed: 06/12/2026

Reviewing Dept.	Complete Date	Reviewer	Status
Beaufort Jasper Water and Sewer Review	06/12/2026	Matthew Michaels	Approved with Conditions
Comments: 1. If applicable, the Applicant is required to submit design drawings, hydraulic loadings, and calculations to BJWSA's Engineering Department for review and approval.			
Fire Department Review	06/12/2026	Dan Wiltse	Approved with Conditions
Comments: Comments may be provided at time of Development Review Committee meeting.			
Planning Commission Review	06/12/2026	Caroline Luke	Approved with Conditions
Comments: Comments may be provided at time of Development Review Committee meeting.			
Planning Review - Principal	06/12/2026	Dan Frazier	Approved with Conditions
Comments: 1. Final Development Plan approval is contingent upon coordination of applicable easements on private property. 2. Continue the extension of the sidewalk east of Boundary Street southward to the intersection of Boundary Street and Lawrence Street and provide a crosswalk to the west side for complete pedestrian circulation. 3. Ensure pedestrian access to all businesses impacted during construction. 4. Explain how the project will mitigate for displaced parking spaces.			
Planning Review - Senior	06/10/2026	Caroline Luke	Approved with Conditions
Comments: 1. Provide Traffic Control Plan to show how traffic will be mitigated throughout all phases.			
Watershed Management Review DRC	06/08/2026	Samantha Crotty	Approved with Conditions
Comments: 1. Additional comments may be provided at time of stormwater permit review. 2. Pending NPDES approval.			
Transportation Department Review	06/12/2026	Dan Frazier	Approved

Plan Review Case Notes:



PLAN REVIEW COMMENTS FOR SUB-05-26-020263

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:	Historic District	Apply Date:	05/12/2026
Plan Status:	Active	Plan Address:	34 Thomas Heyward St Street BLUFFTON, SC 29910
Case Manager:	Dan Frazier	Plan PIN #:	R610 039 00A 0223 0000
Plan Description:	A request by Daniel Keefer on behalf of Witmer Jones Keefer, Ltd., on behalf of Southern Coastal Homes for approval of a Subdivision application. The project consists of the subdivision of one (1) existing lot into seven (7) lots for the purpose of building six (6) residential dwelling units and one (1) parcel reserved for open space to be deeded to the Town of Bluffton. The property consists of approximately 2.05-acres identified by tax map number R610 039 00A 0223 0000 within the Neighborhood Conservation-Historic District (NC-HD) within Old Town Bluffton Historic District.		
	STATUS: This item will be heard at the June 17, 2026 Development Review Committee meeting.		

Development Review Committee Sub

Submission #: 1 Received: 05/12/2026 Completed: 06/12/2026

<i>Reviewing Dept.</i>	<i>Complete Date</i>	<i>Reviewer</i>	<i>Status</i>
Planning Commission Review	06/12/2026	Caroline Luke	Approved with Conditions

Comments:

1. Comments may be provided at time of DRC.

Planning Review	06/12/2026	Dan Frazier	Approved with Conditions
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Comments:

- The proposed subdivision must be completed in the following steps:
 - Subdivide and deed the proposed Park parcel to the Town of Bluffton.
 - Complete the demolition of the existing structures. Under the current Unified Development Ordinance (UDO), the demolition of the garage structure will require a separate Certificate of Appropriateness - Historic District (COFA-HD). An amendment to the UDO regarding the demolition of non-contributing resources is currently being processed. If approved by Town Council, the demolition of the garage structure will only require a Site Feature-Historic District (SFHD) application. A SFHD is reviewed and approved administratively.
 - Continue with the review of proposed Subdivision application.
- Consider the use of shared access to the proposed lots in order to maintain the existing tree line adjacent to Thomas Heyward Street.
- Note: Future development must make every reasonable effort to maximize the preservation of existing canopy to be in compliance with UDO Section 5.3.3.C.

Planning Review - Address	06/12/2026	Ethan Greeley	Approved
Transportation Department Review	06/12/2026	Mark Maxwell	Approved
Watershed Management Review	06/11/2026	Samantha Crotty	Approved
Beaufort Jasper Water and Sewer Review	06/03/2026	Matthew Michaels	Approved



PLAN REVIEW COMMENTS FOR DP-09-25-019937

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:	09/12/2025
Plan Status:	Active	Plan Address:	
Case Manager:	Dan Frazier	Plan PIN #:	R614 045 000 0576 0000
Plan Description:	A request by Griffin Savedge of Thomas & Hutton on behalf of PBLH, LLC for approval of a Preliminary Development Plan application. The project consists of the clearing, grading and the installation of a new morton shed at the Central Services campus in Palmetto Bluff. The property is within the Palmetto Bluff Planned Unit Development (PUD) and consists of approximately 0.35 acres identified by tax map numbers R614 045 000 0576 0000 and R614 045 000 0534 0000 located on the Central Services Access Road between Mount Pelia Road and Laurel Oak Bay Road. STATUS: This item was heard at the October 15, 2025 Development Review Committee meeting. Awaiting Final Development Plan submittal. STATUS: The Final Development Plan application will be heard at the June 17, 2026 Development Review Committee meeting.		

Final Technical Review

Submission #: 1 Recieved: 06/11/2026 Completed: 06/12/2026

Reviewing Dept.	Complete Date	Reviewer	Status
Beaufort Jasper Water and Sewer Review	06/12/2026	Matthew Michaels	Approved
Fire Department Review	06/12/2026	Dan Wiltse	Approved
Planning Commission Review	06/12/2026	Caroline Luke	Approved
Planning Review - Address	06/12/2026	Ethan Greeley	Approved
Planning Review - Senior	06/12/2026	Dan Frazier	Approved
Police Department Review	06/12/2026	Bill Bonhag	Approved
Transportation Department Review	06/12/2026	Mark Maxwell	Approved
Watershed Management Review DRC	06/12/2026	Samantha Crotty	Approved

Technical Review

Submission #: 1 Recieved: 09/12/2025 Completed: 10/10/2025

Reviewing Dept.	Complete Date	Reviewer	Status
Beaufort Jasper Water and Sewer Review	10/09/2025	Matthew Michaels	Approved with Conditions

Comments:

1. Pending Submittal of the project by the Engineer on Record to BJWSA's Design Review Team in accordance with the DPPM

Planning Commission Review	10/10/2025	Angie Castrillon	Approved with Conditions
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Section V. Item #3.

Comments:

1. Planning Commission members may provide comments at time of DRC.

Planning Review - Senior	10/09/2025	Dan Frazier	Approved with Conditions
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Comments:

1. The narrative states the scope includes "general clearing" but does not provide explanation for the removal of the 25" Laurel Oak and 24" Oak located outside of the footprint of the proposed building. Provide updated narrative with this information.
2. Provide a mitigation plan for proposed tree removals.

Watershed Management Review DRC	10/10/2025	Samantha Crotty	Approved with Conditions
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Comments:

1. Provide a BMP exhibit that depicts all proposed BMPs, including the required impervious surface disconnection area. 2. Provide more information on the proprietary device BMP and justification for the 100% SWRv & pollutant removal percentages.

Building Safety Review	10/09/2025	Sidney Holland	Approved
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Fire Department Review	10/10/2025	Dan Wiltse	Approved
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Planning Review - Address	10/09/2025	Dan Frazier	Approved
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Police Department Review	10/09/2025	Bill Bonhag	Approved
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Transportation Department Review	09/12/2025	Mark Maxwell	Approved
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Comments:

No comments

Plan Review Case Notes: