



Historic Preservation Review Committee Meeting

Tuesday, May 27, 2025 at 4:00 PM

Theodore D. Washington Municipal Building, Orlando Meeting Room, 20 Bridge Street, Bluffton, SC

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT

IV. OLD BUSINESS

V. NEW BUSINESS

1. **34 Thomas Heyward Street:** A request by Jason Alexander, Applicant and Property Owner, for review of a Certificate of Appropriateness-Historic District-Demolition, to allow the demolition of an existing house located at 34 Thomas Heyward Street (Parcel R610 039 00A 0223 0000). The house is a Contributing Resource to the Old Town Bluffton Historic District and is known as the Nellie and Leroy Brown Cottage. The property is zoned Neighborhood Conservation-Historic District (NCV-HD). (COFA-04-25-019719) (Staff – Glen Umberger)
2. **1271 May River Road:** A request by Chris Epps (Incircle Architecture), on behalf of Property Owner, Sharan Pyari Patel for review of a Certificate of Appropriateness-Historic District, to allow construction of a 2.5-story Main Street Building of approximately 5,198 SF and a 2-story detached Carriage House of approximately 1,200 SF located at 1271 May River Road (Parcel R610 039 000 0557 0000). The property is in Old Town Historic District and zoned Neighborhood General-Historic District (NG-HD). (COFA-04-25-019725) (Staff – Charlotte Moore)

VI. DISCUSSION

VII. ADJOURNMENT

NEXT MEETING DATE: Monday, June 2, 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 COFA-04-25-019719

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 - Demolition	Apply Date:	04/23/2025
Plan Status:	Active	Plan Address:	34 Thomas Heyward St Street BLUFFTON, SC 29910
Case Manager:	Glen Umberger	Plan PIN #:	R610 039 00A 0223 0000
Plan Description:	A request by Jason Alexander, Applicant and Property Owner, for review of a Certificate of Appropriateness-Historic District-Demolition, to allow the demolition of an existing house located at 34 Thomas Heyward Street (Parcel R610 039 00A 0223 0000). The cottage is a Contributing Resource to the Old Town Bluffton Historic District and is known as the Nellie and Leroy Brown Cottage. The property is zoned Neighborhood Conservation-Historic District (NCV-HD). STATUS (05.15.2025): Concept Plan to be reviewed by the HPRC on May 27.		

Staff Review (HD)

Submission #: 1 Recieved: 04/23/2025 Completed: 05/20/2025

Reviewing Dept.	Complete Date	Reviewer	Status
Watershed Management Review	05/20/2025	William Baugher	Not Required

Beaufort Jasper Water and Sewer Review	05/20/2025	Matthew Michaels	Approved with Conditions
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Comments:

No comments at this time.

Growth Management Dept Review (HD)	05/20/2025	Glen Umberger	Approved with Conditions
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Comments:

1. The HPC shall consider the construction date, history of ownership, development, use(s), and other pertinent history of the Contributing Resource, and the reason for the request (3.18.5.B.1.a.).
2. In considering the criteria for demolition, the Historic Preservation Commission may find that the preservation and protection of the Contributing Resource and the public interest will best be served by postponing a decision for a designated period not to exceed 180 days. During the period of postponement, the Historic Preservation Commission shall consider what alternatives to demolition may exist (3.18.5.B.2.).
3. In granting a Certificate of Appropriateness-HD for demolition, the Historic Preservation Commission may impose such reasonable and additional conditions, which may include deconstruction of historic building components for re-use (3.18.5.B.3.a.).
4. The process for demolishing a Contributing Resource, including documentation to be provided, shall comply with demolition guidelines approved by Town Council (3.18.5.B.3.b.).
5. Any future buildings on the property will require a Certificate of Appropriateness-HD approval prior to construction (3.18.3.A.).
6. Demolition of the Contributing Resource does not remove its designation as a Contributing Resource to the Old Town Bluffton Historic District. Only Town Council has the authority to remove the Contributing Resource designation (3.25.4.).

HPRC Review	05/20/2025	Charlotte Moore	Approved
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Comments:

No comments.

Plan Review Case Notes:



PLAN REVIEW COMMENTS FOR COFA-04-25-019725

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:** 04/28/2025
Plan Status: Pending **Plan Address:** 1271 May River Rd Road
BLUFFTON, SC 29910
Case Manager: Sam Barrow **Plan PIN #:** R610 039 000 164B 0000
Plan Description: A request by Chris Epps (Incircle Architecture), on behalf of Property Owner, Sharan Pyari Patel for review of Certificate of Appropriateness-Historic District, to allow construction of a 2.5-story Main Street Building of approximately 5,198 SF and a 2-story detached Carriage House of approximately 1,200 SF located at 1271 May River Road (Parcel R610 039 000 0557 0000). The property is in Old Town Historic District and zoned Neighborhood General-Historic District (NG-HD).
STATUS (05.15.2025): Concept Plan to be reviewed by HPRC on May 27.

Staff Review (HD)

Submission #: 1 Recieved: 04/28/2025 Completed: 05/23/2025

Reviewing Dept.	Complete Date	Reviewer	Status
Growth Management Dept Review (HD)	05/23/2025	Sam Barrow	Approved with Conditions

Comments:

1. Specify 5V roofing metal material
2. Provide Colonnade/Arcade depth (minimum 8 ft from build-to line to inside column face (5.15.6.E.2.a)
3. Balcony depth too small (3rd floor). Increase to 4' (5.15.6.E.1.a)
4. Columns (5.15.6.H.1.A) Columns appear to be too far apart. Revise to show column height and distance between columns.
5. Add windows or building features to break up unarticulated space on rear elevation 1st and second stories (5.15.5.F.2.d)

Secondary Structure (Carriage House)

1. Service yard located under porch. Consider relocating to uncovered area.
2. Windows appear very low.
3. Front hip roof appears too tall.
4. Provide balcony dimensions (5.15.6.E.1)
5. Provide cornice/frieze/soffit details (5.16.6.P).

HPRC Review	05/23/2025	Sam Barrow	Approved with Conditions
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Comments:

-Main Structure

1. Can't tell if there are window divides in the transoms of the windows on the first floor, if not they should be there.
2. Restudy the deck kickout detail. The trim at the deck level should be proud of the trim below it.
3. Look to add downspout at the upper deck level, not sure how the water is being dissipated.
4. The window divides proportions are equal except for the third floor, look to see if there is a way to make them more proportional to the rest of the windows.
5. Do we want divides in the single doors, might help to take them out like the back doors. If they want to use them, they should have them on all doors.

-Carriage House

1. Is there a reason the pitch is 6/12 unlike the main building? My look to match it and add a gable vent detail similar to the main structure.
2. Is there a reason the second floor is 13'? the first floor looks really tall, there is a large space between the window heads and the band board.
3. Might help to bring the floor down to 12'.
4. The proportion of the divides on the second-floor door is too square.

Beaufort Jasper Water and Sewer 05/23/2025 Matthew Michaels Approved
Review

Comments:

Comments may be provided upon final submission.

Watershed Management Review 05/23/2025 William Baugher Approved

Comments:

Comments may be provided upon final submission.

Transportation Department 04/29/2025 Mark Maxwell Approved
Review - HD

Comments:

No comments

Plan Review Case Notes: