



## Development Review Committee Meeting

Wednesday, April 29, 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. 29 Maiden Lane (Subdivision):** A request by Kathleen Duncan of J.K. Tiller Associates, Inc., on behalf of property owner Webbdean Development, LLC, for the approval of a Subdivision application. The project consists of the subdivision of one (1) existing lot into two (2) lots, for the purpose of building two (2) residential dwelling units, two (2) carriage houses, and associated infrastructure. The property consists of approximately 0.25-acres identified by tax map number R610 039 00A 0067 0000 zoned Neighborhood General - Historic District (NG-HD) within Old Town Bluffton Historic District. (SUB-03-26-020184) (Staff - Dan Frazier)

**VI. DISCUSSION**

**VII. ADJOURNMENT**

**NEXT MEETING DATE: Wednesday, May 6, 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](mailto: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 SUB-03-26-020184

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 **Apply Date:** 03/25/2026  
**Plan Status:** Active **Plan Address:** 29 Maiden Ln Lane  
 BLUFFTON, SC 29910  
**Case Manager:** Dan Frazier **Plan PIN #:** R610 039 00A 0067 0000  
**Plan Description:** A request by Kathleen Duncan of J.K. Tiller Associates, Inc., on behalf of property owner Webbdean Development, LLC, for the approval of a Subdivision application. The project consists of the subdivision of one (1) existing lot into two (2) lots, for the purpose of building two (2) residential dwelling units, two (2) carriage houses, and associated infrastructure. The property consists of approximately 0.25-acres identified by tax map number R610 039 00A 0067 0000 zoned Neighborhood General - Historic District (NG-HD) within Old Town Bluffton Historic District.  
**STATUS:** This item will be heard at the April 29, 2026 Development Review Committee meeting.

## Development Review Committee Sub

**Submission #: 1**    Recieved: 03/25/2026    Completed: 04/24/2026

| <i>Reviewing Dept.</i> | <i>Complete Date</i> | <i>Reviewer</i>  | <i>Status</i>            |
|------------------------|----------------------|------------------|--------------------------|
| Planning Review        | 04/24/2026           | Angie Castrillon | Approved with Conditions |

**Comments:**

1. Note: Tree Conservation During Site Planning: During the site planning for any property, consideration shall be given to the existing tree canopy and every reasonable effort made to maximize the preservation of the existing canopy.

|  |            |                  |          |
|--|------------|------------------|----------|
| Beaufort Jasper Water and Sewer Review | 04/23/2026 | Matthew Michaels | Approved |
| Planning Commission Review             | 04/23/2026 | Angie Castrillon | Approved |
| Planning Review - Address              | 04/23/2026 | Ryan Coleman     | Approved |
| Transportation Department Review       | 04/23/2026 | Dan Frazier      | Approved |
| Watershed Management Review            | 04/24/2026 | Samantha Crotty  | Approved |

**Plan Review Case Notes:**