

Planning Commission Meeting

Theodore D. Washington Municipal Building, Henry “Emmett” McCracken Jr. Council Chambers, 20
Bridge Street, Bluffton, SC

January 24, 2024

I. CALL TO ORDER

Chairwoman Denmark called the meeting to order at 6pm.

II. ROLL CALL

PRESENT

Chairwoman Amanda Jackson Denmark

Vice Chairman Charlie Wetmore

Commissioner Michael Brock

Commissioner Rich Delcore

Commissioner Lydia DePauw

ABSENT

Commissioner Jim Flynn

Commissioner Jason Stewart

III. ADOPTION OF THE AGENDA

Vice Chairman Wetmore made a motion to amend the agenda to reflect a technical error under Election of Officers and to move item number two (UDO Amendments) to item number one.

Seconded by Commissioner Delcore.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock,
Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

IV. ADOPTION OF MINUTES

1. December 20, 2023 Minutes

Commissioner DePauw made a motion to adopt the minutes as written.

Seconded by Commissioner Brock.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock,
Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

V. ELECTION OF OFFICERS

1. Election of Planning Commission Chair

Vice Chairman Wetmore made a motion to elect Amanda Jackson Denmark to Chair.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock,
Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

2. Election of Planning Commission Vice-Chair

Commissioner Delcore made a motion to elect Charlie Wetmore to Vice Chair.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

3. Election of Development Review Committee Member

Chairwoman Jackson Denmark made a motion to elect Rich Delcore to the Development Review Committee.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

VI. PUBLIC COMMENT

VII. OLD BUSINESS

VIII. NEW BUSINESS

1. **Unified Development Ordinance Amendments (Public Hearing):** Amendments to the Town of Bluffton's Municipal Code of Ordinances, Chapter 23, Unified Development Ordinance, Relating to Contributing Resources and Development Standards in Old Town Bluffton Historic District, including Article 3 – Application Process, Sec. 3.18, Certificate of Appropriateness-Historic District; Sec. 3.19, Site Feature-Historic District Permit; and, Sec. 3.25, Designation of Contributing Resources; Article 4 – Zoning Districts, Table 4.3, Uses by District; Article 5 – Design Standards, Sec. 5.10, Stormwater; 5.11, Parking; and, Sec. 5.15, Old Town Bluffton Historic District; and, Article 9 – Definitions and Interpretations, Sec. 9.2, Defined Terms and Sec. 9.3, Interpretation of Dimensional Standards. (Staff - Charlotte Moore)

Chairwoman Denmark asked for the first call for public comment for the public hearing.

Joan Heyward, 95 Boundary St. Ms. Heyward discussed her concerns with the proposed UDO amendments. Some of her concerns were about relocation and rehabilitation in the Historic District and that a few terms need to be defined.

There was a second and third call for public comment. There were no more comments, and the public hearing was closed.

Staff presented. There was discussion about vehicular openings and the widths that are allowed for Carriage Houses.

Vice Chairman Wetmore made a motion to recommend approval of the amendments to the Town of Bluffton Code of Ordinances Chapter 23 - Unified Development Ordinance as submitted by Town Staff with the following two amendments:

1. A revision to Section 5.15.8.F., Carriage House Characteristics, from "Larger than a cottage and smaller than a Village House" to "Larger than a cottage"; and

2. A revision to Section 5.15.8.F, Carriage House Characteristics, to reduce garage vehicular openings from 12 feet to 10 feet.

Seconded by Commissioner Delcore.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

- 2. Car Village (Certificate of Appropriateness- Highway Corridor Overlay):** A request by Dan Keefer on behalf of Charlie and Brown LLC for review of a Certificate of Appropriateness - Highway Corridor Overlay District application. The project consists of 20,000 SF of clubhouse space and 5 buildings divided into garage condominium units totally approximately 80,000SF and associated infrastructure. The property is zoned Village at Verdier PUD and consists of approximately 5.00 acres, identified by tax map number R610-021-000-0808-0000, located on Highway 170 approximately 1,200 feet south of Seagrass Station Road and falls within the Town of Bluffton Highway Corridor Overlay District. (COFA-08-23-018440) (Staff - Katie Peterson)

Staff presented. The applicant was in attendance. The applicant responded to staff's conditions. There was discussion about the lighting, windows, and the view of the structure from Highway 170.

Commissioner Brock made a motion to approve the application with the following conditions:

1. Per UDO Section 5.3.7.B.3.g., increase the height of the Encore Azalea, Wintergreen Boxwood, Vintage Jade Distylium, Yellow Anise, Ever Red Fringe Flower, and Sandankwa Viburnum to be no less than 36 inches in height at time of planting.
2. Per UDO Section 5.14.3.A., address the items to be more reflective of Lowcountry vernacular:
 - i. Relocate to a service yard or provide additional information regarding the roof mounted equipment on Building AB to ensure it will not be visible above the parapet.
 - ii. Revise the parapet on the side elevations of Building E to match in height.
 - iii. Relocate the wall mounted mechanical units shown on the floor plans for Building AB to the rear or side elevations and include them on the on the elevation drawings.
3. Per UDO Section 5.12.3.A.7., provide additional information regarding the wall mounted lights on each of the buildings to ensure the overall illumination levels remain within the permitted levels.
4. Per UDO Section 5.12.3.B.5., reduce the height of the Large Autobahn and Double Large Autobahn lights to no more than 20 feet.
5. It was determined that the illumination levels, while lower than those listed in Section 5.12.3.D.1, were appropriate as submitted.
6. Per UDO Section 5.14.3.B., provide a material and color board for Buildings C, D, E and the Clubhouse, or revise existing to indicate it will apply to all buildings within the development.
7. Per UDO Section 5.14.3.B.3., revise Copen Blue to a permitted color.

8. All comments provided by the DRC for the Final Development Plans must be addressed and approved prior to the issuance of the COA-HCOD approval.
9. Should the POA have additional requirements for the site, any modifications would need to be reviewed and approved by the Town of Bluffton prior to implementation.
10. Update the following notes on the Landscape Plan to indicate no changes to the approved plans may be made in the field without first receiving approval from the Town of Bluffton:
 - i. Layout Note #8 relating to layout adjustments.
 - ii. Construction Note #7 relating to in-field modifications.
 - iii. Planting Note #7 relating to the planting schedule.
 - iv. Fountain Note #1 relating to design.
11. The mass and scale of the Hwy 170 elevation of Building AB be revised through material changes and window sizes to avoid monotonous patterns which appear long per Section 5.14.3.a.1.

Seconded by Vice Chairman Wetmore.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

IX. DISCUSSION

X. ADJOURNMENT

Vice Chairman Wetmore made a motion to adjourn.

Seconded by Commissioner Delcore.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed. The meeting adjourned at 7:26pm.