



# TOWN OF BLUFFTON NEW STREET NAME APPLICATION

Growth Management Customer Service Center  
20 Bridge Street  
Bluffton, SC 29910  
(843)706-4500  
[www.townofbluffton.sc.gov](http://www.townofbluffton.sc.gov)  
[applicationfeedback@townofbluffton.com](mailto:applicationfeedback@townofbluffton.com)

Applicant		Property Owner	
Name: Material Capital Partners c/o Indigo Cove Property Owner, LLC		Name: Indigo Cove Property Owner, LLC	
Phone: 617-549-3285		Phone: 415-215-1730	
Mailing Address: 430 N Hanover Street, Charleston, SC 29403		Mailing Address: 430 N Hanover Street, Charleston, SC 29403	
E-mail: david@materialcapitalpartners.com		E-mail: alex@materialcapitalpartners.com	
Town Business License # (if applicable):			
Project Information			
Project Location: Buck Island Road & Bluffton Parkway			
Proposed Street Name (in order of preference)*: 1. Blue Point Blvd			
*Provide at least three street names for each street proposed. If additional space is needed, please provide a separate sheet.			
2. Rice Harbor Point			
3. Granville Gardens, Barony Bluff			
Tax Map Number(s): R610 031 000 0002 0000			
Minimum Requirements for Submittal			
<input type="checkbox"/> 1. Mandatory Application Check-In meeting scheduled. <input type="checkbox"/> 2. Digital plat showing the streets, proposed name of each, and a list of the proposed street name(s). <input type="checkbox"/> 3. Recorded deed and plat showing proof of property ownership. <input type="checkbox"/> 4. Project Narrative describing reason for application and compliance with the criteria in Article 3 of the UDO. <input type="checkbox"/> 5. An Application Review Fee as determined by the Town of Bluffton Master Fee Schedule. Checks made payable to the Town of Bluffton.			
<b>Disclaimer:</b> The Town of Bluffton assumes no legal or financial liability to the applicant or any third party whatsoever by approving the plans associated with this permit.			
I hereby acknowledge by my signature below that the foregoing application is complete and accurate and that I am the owner of the subject property. As applicable, I authorize the subject property to be posted and inspected.			
Property Owner Signature: <u>Alex Chalmers</u> <small>Alex Chalmers (Dec 6, 2022 06:59 EST)</small>		Date: 12/5/2022	
Applicant Signature: <u>David Craig</u>		Date: 12/5/2022	
For Office Use			
Application Number:		Date Received:	
Received By:		Date Approved:	



## TOWN OF BLUFFTON NEW STREET NAME APPLICATION PROCESS NARRATIVE

The following Process Narrative is intended to provide Applicants with an understanding of the respective application process, procedures and Unified Development Ordinance (UDO) requirements for obtaining application approval in the Town of Bluffton. While intended to explain the process, it is not intended to repeal, eliminate or otherwise limit any requirements, regulations or provisions of the Town of Bluffton's Unified Development Ordinance. Compliance with these procedures will minimize delays and assure expeditious application review.

<b>Step 1. Application Check-In Meeting</b>	<b>Applicant &amp; Staff</b>
The Applicant shall submit the New Street Name Application and required submittal materials during a <b>mandatory</b> Application Check-In Meeting where the UDO Administrator or designee will review the submission for completeness.	
<b>Step 2. Review by UDO Administrator or designee &amp; Development Review Committee</b>	<b>Applicant, Staff &amp; Development Review Committee</b>
If the UDO Administrator or designee determines that the New Street Name Application is complete, it shall be forwarded to the Development Review Committee (DRC). The DRC shall review the application and prepare written comments for review with the Applicant.	
<b>Step 3. Development Review Committee Meeting</b>	<b>Applicant &amp; Staff</b>
A public meeting shall be held with the Applicant to review the DRC Staff Report and discuss the application. The Applicant will be directed to address any comments, if any, and resubmit the application materials. If applicable, upon resubmittal, the application materials will be reviewed for compliance with the DRC Staff Report and, if all comments are addressed, the application is placed on the next available Planning Commission (PC) Meeting agenda.	
<b>Step 4. Planning Commission</b>	<b>Applicant, Staff &amp; Planning Commission</b>
The PC shall review the New Street Name Application for compliance with the criteria and provisions in the UDO. The PC may approve, approve with conditions, or deny the application.	
<b>Step 5. Issuance and Recording of Certificate of New Street Name</b>	<b>Applicant &amp; Staff</b>
If the PC approves the New Street Name Application, the UDO Administrator or designee shall issue a Certificate of Street Name which the Applicant shall record with the Beaufort County Register of Deeds.	