

# ATTACHMENT 1



## TOWN OF BLUFFTON CERTIFICATE OF APPROPRIATENESS HIGHWAY CORRIDOR OVERLAY 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: Court Atkins Architects		Name: Town of Bluffton - Brian Osborne	
Phone: 843-815-2557		Phone: 843-706-7817	
Mailing Address: PO Box 3978 Bluffton, SC 29910		Mailing Address: 20 Bridge Street PO Box 386 Bluffton, SC 29910	
E-mail: James.Atkins@courtatkins.com		E-mail: bosborne@townofbluffton.com	
Town Business License # (if applicable): LIC-4-12-8068			
Project Information			
Project Name: New Riverside Park Barn		Acreage: 36.90(parcel 4A-2)+3.0(parcel 4A-3) = 39.90 acres	
Project Address: 30 Red Barn Drive, Bluffton, SC 29910			
Zoning District: Highway Corridor Overlay			
Tax Map Number(s): R610 036 000 1319 0000			
Project Description: Converting the existing barn to a multi-function space including adding a covered porch, a toilet room wing and a warming kitchen addition.			
Minimum Requirements for Submittal			
<input checked="" type="checkbox"/> 1. Mandatory Application Check-In meeting scheduled. <input checked="" type="checkbox"/> 2. Digital files drawn to scale of the Site Plan(s). <input checked="" type="checkbox"/> 3. Digital files drawn to scale of the Architectural Plan(s). <input checked="" type="checkbox"/> 4. Recorded deed and plat showing proof of property ownership. <input checked="" type="checkbox"/> 5. Project Narrative describing reason for application and compliance with the criteria in Article 3 of the UDO. <input checked="" type="checkbox"/> 6. Material samples and color swatches for all proposed materials. <input checked="" type="checkbox"/> 7. An Application Review Fee as determined by the Town of Bluffton Master Fee Schedule. Checks made payable to the Town of Bluffton.			
<b>Note: A Pre-Application Meeting is required prior to Application submittal.</b>			
<b>Disclaimer: 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 application.</b>			
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: <i>Town of Bluffton</i>		Date: 12/16/2022	
Applicant Signature: <i>[Signature]</i>		Date: 12/16/2022	
For Office Use			
Application Number:		Date Received:	
Received By:		Date Approved:	

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December 21st, 2022

Mr. Dan Frazier, AICP  
Principal Planner – Land Development  
Town of Bluffton  
2 Bridge Street  
Bluffton, SC 29910  
(843) 706-7802

Re: Planning Commission Submittal – New Riverside Park Barn (30 Red Barn Drive)

Dan,

The enclosed architecture and landscape drawings and documents are being submitted as part of the Planning Commission submittal – Highway Corridor Overlay District – Architecture and Landscape for the New Riverside Park Barn project with the following comments:

1. Existing barn structure to be converted into a multi-function assembly space. This will include a porch addition, an entry/restroom wing addition as well as a commercial warming kitchen and ancillary function spaces addition bringing the building area to 5,030 sq. ft. Civil scope Includes the addition of an entry drive and parking lot area. Landscape scope includes a courtyard w/ a brick knee wall, and an oyster roast area with a fire pit. The building will largely reuse the existing siding material, match the v-crimp roofing as well as have cementitious panel & trim, cementitious siding, aluminum clad windows and doors and aluminum storefront systems.
2. Enclosed drawings include: site plats, landscape & architectural (including perspective views). A color board and light fixture cut sheets for the project are also included.
3. We are requesting to be placed on the January 25th, 2023 Planning Commission meeting agenda.

If you have any questions or need any additional information, please let us know.

Court Atkins Architects, Inc.

James C. Atkins, Founding Principal