

TOWN COUNCIL

STAFF REPORT



MEETING DATE:	October 13, 2026
PROJECT:	Consideration of an Intergovernmental Agreement with Beaufort County Related to the Construction of Holly Hill Road
PROJECT MANAGER:	Stephen Steese Town Manager

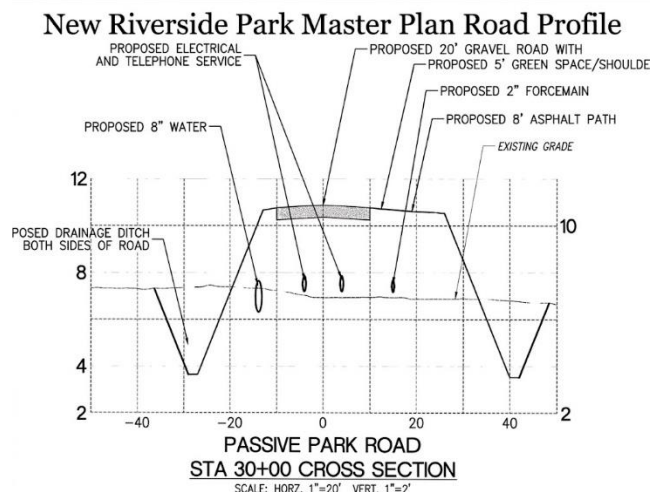
RECOMMENDATION:

Town Council approve the Intergovernmental Agreement with Beaufort County Related to the Construction of Holly Hill Road as included in Attachment 1.

BACKGROUND:

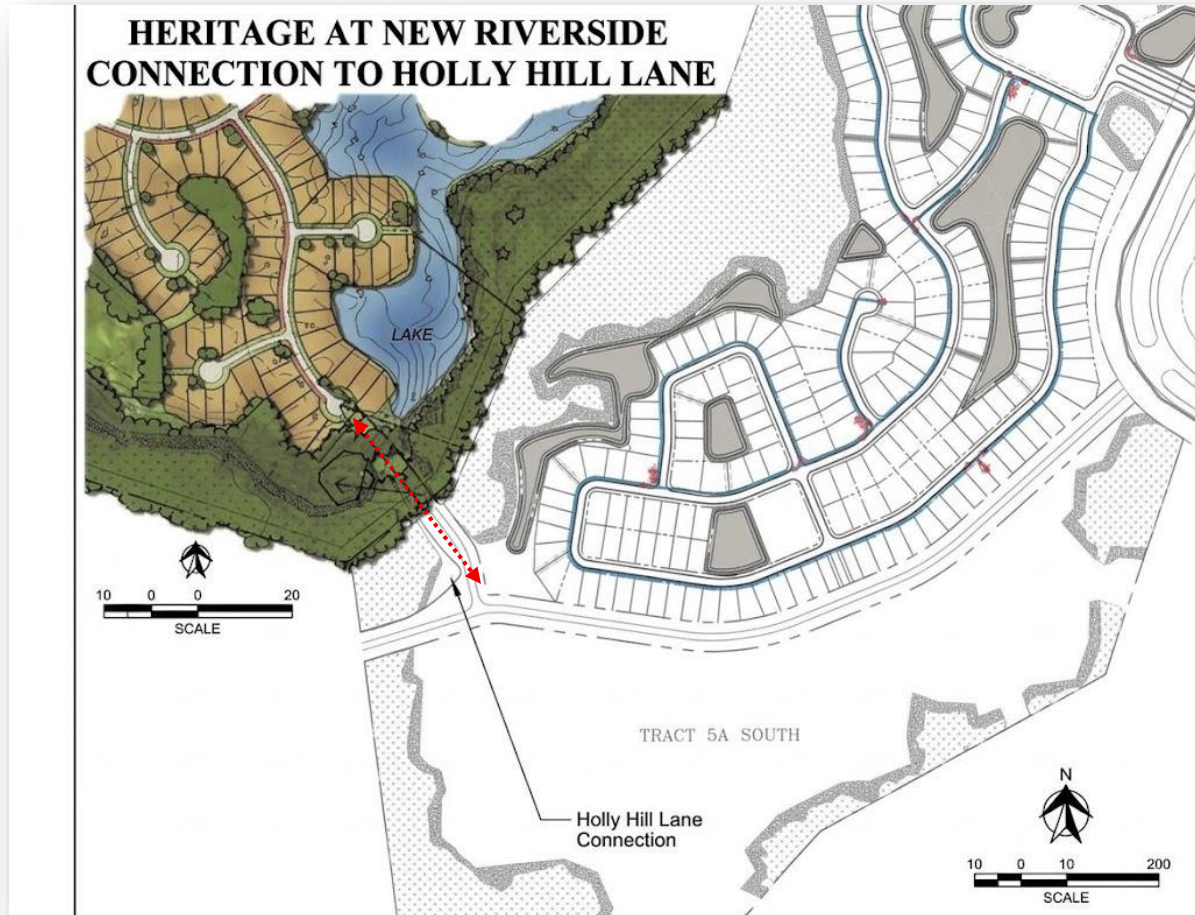
Holly Hill Lane (or sometimes referenced as Holly Hill Road) is currently a recorded right of way owned by New Riverside LLC; however, it is not constructed or a usable road. However, four individual parties, the Town of Bluffton, Beaufort County, Heritage at New Riverside Property Owners Association and Alston Park Phase 3 have interest and development approval obligations to construct portions of the road.

The New Riverside Park Master Plan was approved by Town Council on January 14, 2020 with the condition that prior to the issuance of a development permit, there is an obligation to construct Holly Hill Road as a gravel road from New Riverside Road to the entrance of the park with an 8 foot wide multi-use pathway running the entire length, as shown in the diagram below.



Later in February 2025, Town Council approved the Alston Park Phase 3 Master Plan with the condition that the first phase of development shall be the construction of Holly Hill Lane from New Riverside Road to the development's entrance at Benton Circle.

Furthermore, the Master Plan for Heritage at New Riverside shows a potential future connection from Anthem Drive to Holly Hill Lane, however, no mechanism or additional information was provided as shown on the image below.



In order to improve traffic circulation and improve safety, all directly affected parties, including the Town of Bluffton, Beaufort County and the developer of Alston Park Phase 3 proceeded forward in a mutual agreement to plan and design the road together as a team rather than individual parts. On November 13, 2025 Town Council took action after Executive Session to authorize the Town to pay for the engineering of Holly Hill Lane. The motion to authorize the Town Manager to sign and approve an 'Agreement for Engineering Services' (attachment 2) between the Town, Beaufort County and Village Park Communities LLC for engineering services for the development of plans for the construction of Holly Hill Lane from New Riverside Road to the future entrance of New Riverside Park was unanimously approved.

The engineering services as outlined in the agreement were completed and delivered to the Town and County, August 24, 2026.

NEXT STEPS:

Beaufort County Council is considering approval of the Agreement (attachment 1) at their meeting on October 26th. Once approved and signed by all parties, the Town will work with the County to execute the agreement and construct the entirety of the road.

ATTACHMENTS:

1. Draft Intergovernmental Agreement
2. Agreement for Engineering Services
3. Proposed Motion