

HISTORIC PRESERVATION COMMISSION



STAFF REPORT

Department of Growth Management

MEETING DATE:	January 8, 2025
PROJECT:	COFA-08-24-019280 50 Pritchard Street Addition to an Existing Residence
APPLICANT:	Ansley Manuel (Manuel Studio, LLC)
PROPERTY OWNER:	Beth McHugh
PROJECT MANAGER:	Charlotte Moore, AICP, Principal Planner

APPLICATION REQUEST: The Applicant requests that the Historic Preservation Commission approve the following:

A Certificate of Appropriateness-HD (COFA-HD) to allow the construction of a rear addition of approximately 591 SF to an existing 2-story residence of 1,524 SF, a side deck addition, and a new metal front porch roof. The property is in Old Town Bluffton Historic District and zoned Neighborhood General-HD (NG-HD).

INTRODUCTION: A 1-story rear addition is proposed to provide a master suite, as well as a sunroom. This addition will require the removal of an existing 2-story porch and exterior stairs. On the second floor, removal of the porch will require a minor second floor expansion to, according to the narrative, “allow egress size windows.” The first-floor side deck will be expanded and an exterior staircase will be rebuilt in a new location. Piers will be concrete masonry units finished with stucco. The area underneath the first floor is an existing carport/storage area that will be increased in size to allow for a storage area underneath the first floor addition. The roofing material on the front façade porch roof is proposed to change from asphalt shingles to standing seam metal. The changes are designed to match the existing residence, which was built in 1998, and will include the use of horizontal cement fiber siding. The structure is reviewed as an Additional Building type.

This project was presented to the Historic Preservation Review Committee (HPRC) for conceptual review at the September 9, 2024 meeting. HPRC comments are provided as Attachment 6.

REVIEW CRITERIA & ANALYSIS: In its review of this COFA-HD application, Town Staff and the Historic Preservation Commission are required to consider the criteria set forth in Unified Development Ordinance (UDO) Section 3.18.3 (COFA-HD, Application Review Criteria), applying the standards and guidelines of UDO Sec. 5.15, Old Town Bluffton

Historic District. The intent of the standards and guidelines is, in part, to provide guidance and ensure consistent development without discouraging creativity or forcing the replication of historic models.

The applicable criteria of UDO Sec.3.18.3 are provided below followed by a Staff Finding based upon review of the application submittals to date.

1. **Section 3.18.3.B. Consistency with the principles set forth in the Old Town Master Plan.**

- a. *Finding.* The application is consistent with the principles set forth in the Old Town Master Plan. The Old Town Master Plan states that “The built environment, in particular the historic structures scattered throughout Old Town, should be protected and enhanced. While it is of great importance to save and restore historic structures, it is just as important to add to the built environment in a way that makes Old Town more complete.”

Old Town Bluffton Historic District is a locally designated historic district. The proposed addition has been designed to be sympathetic to the architectural character of the neighboring structures and the Old Town Bluffton Historic District.

- b. *Finding.* The Old Town Master Plan initiatives also include the adoption of a form-based code that included architectural standards for structures located within the Old Town Bluffton Historic District. These standards are included in Article 5 of the UDO. The addition and other changes to the existing structure proposed as part of this request will be in conformance with those standards if the conditions noted in #2 of this Section are met.

2. **Section 3.18.3.C. The application must be in conformance with applicable provisions provided in Article 5, Design Standards.**

- a. *Finding.* Town Staff finds that if the conditions noted below are met, the proposed addition will be in conformance with applicable provisions provided in Article 5:

- 1) **Foundation** (UDO Sec. 5.15.6.G.1.a.): The foundation is proposed to be concrete masonry unit (CMU) block with a stucco finish. The UDO requires stucco to be a sand-finished or steel-trowel application only.
- 2) **Roof** (UDO Sec. 5.15.6.J.2.):
 - a) Asphalt shingles located on the existing front porch roof are proposed to be replaced with metal standing seam. The UDO allows the following metals: galvanized, copper, aluminum or zinc-alum.

On the revised Final Plan submission, the type of metal must be identified. (UDO Sec. 5.15.6.J.2.a.)

- b) For the rear addition, the first-floor roof is proposed to be standing seam and the second-floor roof asphalt shingle “to match existing” main roof, which is three-tab asphalt shingles (Sheet A8). Sheet A9 indicates that the second floor addition roof will be standing seam. The Historic Preservation Commission should determine if the standing seam metal roof on the first floor addition, and possibly the second floor addition, are appropriate materials given that the main roof structure uses asphalt shingles.

- 3) **Shutters** (UDO Sec. 5.15.6.M.): Shutters are not proposed for the addition although used in the existing structure. The Historic Preservation Commission should determine if a lack of shutters on the addition is appropriate. If shutters are required, they shall comply with UDO Sec. 5.15.6.M.

3. **Section 3.18.3.D. Consistency with the nature and character of the surrounding area and consistency of the structure with the scale, form and building proportions of the surrounding neighborhood.**

Finding. Town Staff finds the nature and character of the addition to be consistent and harmonious with that of the surrounding neighborhood. The mass and scale of the structure is appropriate for its location and the architectural detailing, with revisions to address the items in #2 above, will be sensitive to the neighboring properties.

4. **Section 3.18.3.F. The historic, architectural, and aesthetic features of the structure including the extent to which its alteration or removal would be detrimental to the public interest.**

Finding. If the conditions #2 of this report are met, the proposed plans are sympathetic in design to the neighboring historic and non-historic resources; therefore, the structure, with the revisions noted, will have no adverse effect on the public interest.

5. **Section 3.18.3.H. The application must comply with applicable requirements in the Applications Manual.**

Finding. The Certificate of Appropriateness Application has been reviewed by Town Staff and has been determined to be complete with the exception of the applicable items in #2.

STAFF RECOMMENDATION: It is the charge of the HPC to assess and interpret the standards and guidelines set forth in the UDO as they pertain to applications using the review criteria established in the UDO and to take appropriate action as granted by the powers and duties set forth in Section 2.2.6.E.2. Town Staff finds that with the conditions noted below, the requirements of Section 3.18.3 of the Unified Development Ordinance have been met and recommends that the Historic Preservation Commission approve the application with the following conditions:

1. The stucco application for the foundation must be a sand-finished or steel-trowel application (UDO Sec. 5.15.6.G.1.a.).
2. The standing seam metal roof must be galvanized, copper, aluminum or zinc-alum, and the type of metal must be identified on a revised Final Plan.

Further, Town Staff seeks a determination by the Historic Preservation Commission regarding:

3. Whether the standing seam metal roof on the first floor addition, and possibly the second floor addition, are appropriate materials given that the main roof structure uses asphalt shingles.
4. Whether the lack of shutters on the addition is appropriate given the use of shutters on the existing structure. (Note: If the HPC should require shutters, they shall comply with UDO Sec. 5.15.6.M.)

HISTORIC PRESERVATION COMMISSION ACTIONS: As granted by the powers and duties set forth in Section 2.2.6.E.2, the Historic Preservation Commission has the authority to take the following actions with respect to this application:

1. Approve the application as submitted by the Applicant;
2. Approve the application with conditions; or
3. Deny the application as submitted by the Applicant.

ATTACHMENTS:

1. Location and Zoning Map
2. Application and Narrative
3. Photos
4. Drawings
5. Survey and Landscape Plan
6. HPRC Comments