



ATTACHMENT 9
PLAN REVIEW COMMENTS FOR COFA-03-25-019657

Town of Bluffton
Department of Growth Management
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910
Telephone 843-706-4522
OLD TOWN

Plan Type:	Historic District	Apply Date:	03/19/2025
Plan Status:	Active	Plan Address:	36 Wharf Street BLUFFTON, SC 29910
Case Manager:	Charlotte Moore	Plan PIN #:	R610 039 00A 0417 0000
Plan Description:	A request by Jaime Guscio (Kingfisher Construction), on behalf of owners, Kathy Barbina and Tim Harris, for review of a Certificate of Appropriateness-Historic District, to allow construction of a detached Carriage House of approximately 1200 SF located at 36 Wharf Street (Parcel R610 039 00A 0417 0000). The property is within the Old Town Historic District and is zoned Neighborhood General-Historic District (NG-HD). STATUS (04.01.2025): Scheduled for April 14 HPRC meeting.		

Staff Review (HD)

Submission #: 1 Recieved: 04/10/2025 Completed: 04/10/2025

<i>Reviewing Dept.</i>	<i>Complete Date</i>	<i>Reviewer</i>	<i>Status</i>
Growth Management Dept Review (HD)	04/10/2025	Charlotte Moore	Approved with Conditions

Comments:

1. These items were not provided as required by the Concept Plan submission: letter of agency from the property owner, survey to scale with all required information mentioned on the application, and photos. Revise project narrative to address the information required by the application. (Applications Manual).
2. The site plan is not consistent with the survey, which includes a missing service yard in the rear of the Carriage House. Please correct on the Final Plan submission.
3. For the ground floor office and gym, there is no internal connection to the second-floor residence and, therefore, cannot be considered as part of that residence. If there is a future desire to convert this space into a dwelling (or a Short Term Rental Unit), it would be a second accessory dwelling unit for the lot and would not be permitted.
4. Height: Provide the height of the carriage house to the roof ridge. The height cannot be taller than the main residence per UDO Sec. 4.4.1.A.3. The maximum allowed height is two stories. It's unclear if there may be a possible half story. A half-story is a "space under a sloping roof that has the line of intersection of the roof and the exterior wall supporting the roof not more than 3 feet above the floor level, and in which space the possible floor area with head room of 5 feet or more occupies between 30 and 70 percent of the total floor area of the story directly beneath." (UDO Sec. 9.3.E.5.).
5. Setbacks (UDO Sec. 9.3.D.4.): A service yard shows on the site plan but is not shown in the plan set. The service yard and stairs must be at least three (3) feet from the property line.
6. Service Yard (UDO Sec. 5.15.5.F.10.): A service yard detail is missing. Service yards may be enclosed by louvers, lattice, vertical board or board-onboard panels, or such other styles typical of earlier styling. The height of the service yard enclosure shall be sufficient to screen equipment from public vantages; however, may not exceed six (6') feet in height. The service yard location is shown on the site plan, but there is not a detail of the screening material. Provide a detail showing the material and configuration of the proposed service yard.
7. Windows (UDO Sec. 5.15.5.F.4.E.): The rear elevation lacks window verticality. Consider moving the lower windows for a left alignment with the above second-story window.
8. Landscape Plan (UDO Sec. 5.3.3.G.): Provide a Landscape Plan with the Final Plan. The proximity of the large tree in the side yard is of concern, as well as a tree in the rear yard. We are aware that a Tree Permit request has already been submitted (10-24-2342). A residential lot must contain sufficient landscaping, either existing or planted, to have a minimum of 75 percent lot coverage with tree canopy measured as the mature canopy, not including building rooftops. Replace the dead tree that was required as part of the main structure COFA approval.
9. For the Final Plan, provide a project analysis sheet that shows all the applicable information, including information for proposed materials, dimensions and operation (this will need to be shown on Final Plan). Provide all required items indicated in the COFA-HD applications, including the details (foundation, doors, windows, columns, water table, railings, materials, detailed wall section through eave, etc). The Final Plan will not be scheduled for the HPC until all applicable items are received.

Comments:

1. The structure appears very tall, especially the second floor. Consider reducing the plate for the roof by at least one (1) foot or so.
2. Provide a drawing of the existing house and the proposed carriage to view the mass.
3. Provide the detailing of the roof over the garage door, including soffit detail. The header should be wrapped.
4. The windows in the dormer appear too small in the mass. Consider moving the roof down to change this.
5. The left side elevation appears too blank on the second floor.

Beaufort Jasper Water and Sewer
Review

04/10/2025

Matthew Michaels

Approved

Comments:

No comments at this time.

Transportation Department
Review - HD

04/10/2025

Mark Maxwell

Approved

Comments:

No comments.

Watershed Management Review

04/10/2025

Samantha Crotty

Approved

Comments:

Comments may be provided at time of Final submission.

Plan Review Case Notes: