



PLAN REVIEW COMMENTS FOR COFA-08-26-020455

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:	08/21/2026
Plan Status:	Pending	Plan Address:	54 Pritchard Street BLUFFTON, SC 29910
Case Manager:	Charlotte Moore	Plan PIN #:	R610 039 00A 0387 0000
Plan Description:	A request by Ernie and Andrea Suozzi (Applicants and Owners) for the review of a Certificate of Appropriateness-HD to allow the construction of a new 2-story Residence of approximately 1,822 SF and a detached Carriage House of approximately 599 SF to be located at 54 Pritchard Street in Old Town Bluffton Historic District, within the Neighborhood General - HD zoning district. STATUS (09.01.2026): Concept Plan scheduled for HPRC review on September 21, 2026.		

Staff Review (HD)

Submission #: 1 Recieved: 08/21/2026 Completed:

<i>Reviewing Dept.</i>	<i>Complete Date</i>	<i>Reviewer</i>	<i>Status</i>
Growth Management Dept Review (HD)	09/17/2026	Caroline Luke	Pending Review

Comments:

1. Porch railings and balusters: Provide a detail showing a top rail with a minimum width of 2-3/4" and baluster spacing between 4" and 5" (UDO Sec. 5.15.6.H.3.d)
2. Doors and Windows: Provide a door and window schedule showing compliance with Section 5.15.6.I.
3. Shutters: Identify shutter material and include a detail showing shutter dog style (Sec. 5.15.6.M).
4. Corners and Water Tables: Corner board trim must be mitered, rabbeted, or butt jointed and be beaded or have quarter-round inset trim mold. Include a corner board detail showing compliance with 5.15.6.N.
5. Skirting & Underpinning: Section 5.15.6.O says underpinning must be recessed a minimum of one inch behind the pier. Provide a detail for the piers and pigboard. Additionally, this section says foundation vents should be aligned with window and door openings. Revisit vent alignment on the right elevation of the main structure.
6. Cornice, Soffit, and Frieze: At time of final submission, provide information on the soffit size, material, and configuration (Sec. 5.15.6.P).
7. Landscaping: Per UDO Section 5.3.7, a street tree will be required along Pritchard Street. Foundation plantings of at least eight feet are also required on the front elevation of the main residence.
8. Landscape Plan: Page L-100 of the Landscape Plan shows the 25" DBH Laurel Oak as a tree to remain and page L-101 shows it as being removed. Clarify if the tree is to remain and revise tree mitigation plans as needed.
9. Driveway: Clearly show the location of the driveway on the site plan. The proposed layout is clear in front of the carriage house, but the line does not extend to Pritchard Street.
10. Lot Coverage: Per UDO Section 5.15.5.C, the maximum lot coverage for an additional building type in the NG-HD zoning district is 70 percent. Provide a lot coverage summary for the proposed development. The main structure, porches, service yards, and gravel driveways are all considered impervious and count towards lot coverage.
11. Provide a roof plan for the carriage house and main structure.
12. At the time of final submission, ensure all architectural elements are identified with a material and size.
13. No service yard is shown for the carriage house. Include proposed location in final submission.
14. Per fire code, nothing can be stored under the stairs or porch connecting the main residence and carriage house.
15. At time of final submission, provide a wall section through the eave of the main residence.
16. Include a detail for the brackets in gable ends and above doorways.

Beaufort Jasper Water and Sewer Review	09/18/2026	Matthew Michaels	Approved with Conditions
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Comments:

Comments may be provided at time of Final Plan.

Comments:

1. Shutters: Shutters are not applied consistently on the structures. Some windows do not have shutters when they can accept them and other shutters are not appropriately sized to the windows. Change shutters on right elevation carriage house to bi-fold or remove from double window.
2. Elevations: The rear and left elevation of the carriage house lack articulation. Add windows or doors to break up the blank space.
3. Foundation Plantings: Study plantings on right elevation to include property line or foundation plantings.

Watershed Management Review

09/18/2026

Samantha Crotty

Approved with Conditions

Comments:

All development that exceeds 5,000 square feet of land disturbance, as well as all re-development that results in an additional 2,000 square feet of impervious surface will be required to meet SoLoCo standards. 2. All development/redevelopment that results in a cumulative impervious surface area of 5,000 square feet or greater must provide a grading/drainage plan at time of stormwater permit review. 3. Additional stormwater comments may be provided at time of building permit submittal.

Transportation Department
Review - HD

08/24/2026

Mark Maxwell

Approved

Comments:

No comments

Plan Review Case Notes: