

Historic Preservation Commission Meeting

Theodore D. Washington Municipal Building, Henry “Emmett” McCracken Jr. Council Chambers, 20
Bridge Street, Bluffton, SC

August 06, 2025

I. CALL TO ORDER

II. ROLL CALL

PRESENT

Chairman Evan Goodwin

Vice Chairman Joe DePauw

Commissioner Carletha Frazier (6:22pm)

Commissioner Jim Hess

Commissioner Tim Probst

Commissioner Lisa Sulka

ABSENT

Commissioner Debbie Wunder

III. ADOPTION OF MINUTES

1. July 2, 2025 Minutes

Commissioner Sulka made a motion to approve the minutes as written.

Seconded by Vice Chairman DePauw.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Hess, Commissioner Probst, Commissioner Sulka

All were in favor and the motion passed.

IV. PUBLIC COMMENT

V. OLD BUSINESS

VI. NEW BUSINESS

- 4 Head of the Tide:** A request by Andrew Brown, Applicant, on behalf of Henry Savage, Owner, for approval of a Certificate of Appropriateness - HD to enclose an existing covered porch of approximately 126 square feet to expand a kitchen and provide a new laundry room and mudroom at 4 Head of the Tide in Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD. (COFA-05-25-019747) (Staff - Charlotte Moore)

Staff presented. The applicant was present. The commissioners had no questions regarding the application.

Commissioner Sulka made a motion to approve the application as submitted.

Seconded by Commissioner Hess.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Hess, Commissioner Probst, Commissioner Sulka

All were in favor and the motion passed.

2. **43 Thomas Heyward Street:** A request by George Hutson (GTH Construction), Applicant, on behalf of Megan C. Beach, Owner, for approval of a Certificate of Appropriateness-HD to add a shed dormer and convert a portion of the attic space of an existing 2-story residence into a "loft room" and bathroom of approximately 240 SF at 43 Thomas Heyward Street in Old Town Bluffton Historic District, and zoned Neighborhood General-HD (NG-HD). (COFA-05-25-019747) (Staff - Charlotte Moore)

Staff presented. The applicant was present. The Commission did not have any questions regarding this application.

Commissioner Hess made a motion to approve the application as submitted.

Seconded by Commissioner Probst.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Hess, Commissioner Probst, Commissioner Sulka

All were in favor and the motion passed.

3. **36 Bruin Road:** A request by James Atkins (Court Atkins Group), Applicant, on behalf of ABPAL, LLC, Owner, for approval of a Certificate of Appropriateness - HD to construct a 2-story commercial building of approximately 3,130 SF at 36 Bruin Road in Old Town Bluffton Historic District, and zoned Neighborhood General-HD. (COFA-05-25-019766) (Staff - Charlotte Moore)

Staff presented. The applicant was present. The commissioners asked for clarification of the brick being used for the wall. They questioned the shutter manufacturer being used and asked to see the detail. There were questions regarding the use of larger windows on the front elevation. They discussed the landscape site plan showing an empty space in front of the building.

Commissioner Frazier arrived during the discussion of this item and did not vote.

Commissioner Sulka made a motion to determine the following as appropriate:

1. The location of HVAC equipment on the second story rear patio.
2. The use of brick for partial wall cladding.
3. The use of cementitious trim to wrap wood columns.
4. The use of two fixed windows (labeled "B") on the front elevation.
5. The use of wood composite shutters on the first and second stories subject to a sample review and approval by the Historic Preservation Review Committee.

Seconded by Commissioner Hess.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Hess, Commissioner Probst, Commissioner Sulka

All were in favor and the motion passed.

Chairman Goodwin made a motion to approve the application with the following conditions:

1. If the ground floor rear patio is to be used as a service area, it must be screened to comply with Per UDO Sec. 5.15.5.F.9.
2. Provide a screening detail for the HVAC equipment on the second-story rear patio.
3. Identify the fiberglass window material in the window schedule.
4. In the door schedule, identify the material to be used for rear ground level patio door which must wood, metal or metal-clad per UDO Sec. 5.15.6.I.2.a.
5. Submit the manufacturer's cut sheets for all proposed exterior lighting to confirm compliance with UDO Sec.5.12.
6. Show compliance with the 8'-0" foundation planting requirement along the front building elevation per UDO Sec. 5.3.7.E.1. [Note: This was the approved condition but discussion implied that landscaping as proposed was acceptable with some additional landscaping along the foundation of the front elevation (possibly a boxwood hedge)].
7. Revise the landscaped area at the stairs on the Left elevation to show the pathway to the stairs.
8. Show the ADA accessible route into the building and provide details to show compliance.
9. Per Section 3.19 of the UDO, a Site Feature-HD is required for any signs proposed on the site.

Seconded by Vice Chairman DePauw.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Hess, Commissioner Probst, Commissioner Sulka

All were in favor and the motion passed.

4. **36 Wharf Street:** A request by Jamie Guscio (Kingfisher Construction), Applicant, on behalf of Kathy Barbina and Tim Harris, Owners, for approval of a Certificate of Appropriateness-HD to allow the construction of a new 2-story Carriage House of 1200 square feet. The property is in Old Town Bluffton Historic District, and zoned Neighborhood General-HD (NG-HD). (COFA-03-25-019657) (Staff - Charlotte Moore)

Staff presented. The applicant was present. The commissioners expressed wanting to see possible changes to the site plan to preserve tree canopy. There was discussion regarding the height of the carriage house and different methods to lower the height. They discussed seeing the rear elevation as too empty and the placement of the windows not lining up on the elevations and floor plans.

The applicant stated they would like the application to be tabled.

Chairman Goodwin made a motion to table the application.

Seconded by Commissioner Sulka.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst, Commissioner Sulka

All were in favor and the motion passed. The item was tabled.

5. **27 Bridge Street:** A request by Jason Broene (Court Atkins Architects), Applicant, on behalf of Mike Nerhaus and Jessical Foley, Owners, for approval of a Certificate of Appropriateness-HD to amend an approved COFA-HD to allow the installed brick foundation to remain for the house under construction at 27 Bridge Street in Old Town Bluffton Historic District, and zoned Neighborhood Conservation-HD. (COFA-05-25-011989) (Staff - Charlotte Moore)

Staff presented. The applicant was present. The Commission asked for clarification on what was approved versus what is being applied for versus what was actually done for this project. They questioned why the change was executed in the field prior to receiving approval. The commissioners clarified that the process is to apply for the amendment before making any changes in the field. There was discussion regarding what is being proposed does not match what is in the field, and how they might be able to correct the issue.

The applicant requested to table the item.

Chairman Goodwin made a motion to table the item.

Seconded by Commissioner Hess.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst, Commissioner Sulka

All were in favor and the motion passed. The item was tabled.

6. **106 Bridge Street:** A request by Ansley Manuel (Manuel Studio), Applicant, on behalf of Jeffrey Zehel, Owner, for approval of a Certificate of Appropriateness-HD to construct a 1-story single-family house of approximately 2,130 SF and a 2-story Carriage House of approximately 1,161 SF at 106 Bridge Street in Old Town Bluffton Historic District, and zoned Neighborhood General-HD. (COFA-03-25-019626) (Staff - Charlotte Moore)

Staff presented. The applicant was present. The commission discussed their concerns with the height of the carriage house in comparison to the main house. They questioned the main house being over the property line and there was discussion regarding the changes in the site plan to accommodate a live oak tree on the property and the placement of a camper. They discussed the roof line and changes to be made so it doesn't appear as busy.

Commissioner Sulka made a motion to determine the following as appropriate:

1. The location of the Carriage House in relation to the main house.
2. The height of the Carriage House.
3. The roofline of the Carriage House.

4. The lack of window fenestration of the Front elevation

Seconded by Commissioner Hess.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst, Commissioner Sulka

All were in favor and the motion passed.

Chairman Goodwin made a motion to approve the application with the following conditions:

1. Prior to any disturbance of the Guerrard Avenue right-of-way, including but not limited to tree removal and utility installation, Town of Bluffton approval must be obtained.
2. Provide the chimney cap detail.
3. Provide details for each staircase to show proposed materials (UDO Sec. 5.15.6.H.2.d.).
4. Change all fixed windows on the main house to casement windows unless approved by HPC (UDO Sec. 5.15.6.I.3.b.).
5. Provide shutter details to show material and shutterdogs in compliance with UDO Sec. 5.15.6.M.1.
6. For the Guerard Avenue side yard setback, relocate the main house 5'-0" from the property line. The chimney must be no closer than 3'-0" from the property line.
7. Add Bridge Footings.
8. The redesigned plans are to be reviewed by HPRC for final review and approval.

Seconded by Commissioner Sulka.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst, Commissioner Sulka

All were in favor and the motion passed.

VII. DISCUSSION

1. Historic District Monthly Update. (Staff)

Staff presented. The Commission did not have any questions about the report submitted.

VIII. ADJOURNMENT

Commissioner Sulka made a motion to adjourn.

Seconded by Commissioner Frazier.

Voting Yea: Chairman Goodwin, Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst, Commissioner Sulka

All were in favor and the motion passed. The meeting adjourned at 8:30pm.