

TOWN COUNCIL

STAFF REPORT



MEETING DATE:	September 8, 2026
PROJECT:	Resolution Authorizing the Proposed Donation of Approximately 0.11 Acres of Real Property on Thomas Heyward Street, Bearing Tax Map ID R610 039 00A 0426 0000 from Southern Coastal Homes, LLC, to the Town of Bluffton, South Carolina.
PROJECT MANAGER:	Kevin P. Icard, AICP Director of Growth Management

REQUEST: Town Staff requests that Town Council consider and approve the following:

1. A Resolution authorizing the acceptance of a proposed donation of approximately 0.11 acres of real property located on Thomas Heyward Street, Bluffton, South Carolina, bearing Beaufort County Tax Map ID R610 039 00A 0426 0000, from Southern Coastal Homes, LLC to the Town of Bluffton, South Carolina. The subject property constitutes a portion of a 2.05-acre parent parcel identified as Parcel 223 (34 Thomas Heyward Street), as depicted on a plat prepared by T-Square Surveying, dated April 18, 2026, and revised May 5, 2026, recorded in the Beaufort County Register of Deeds in Plat Book 168, Page 148.
2. Authorization for the Town Manager, or designee, to execute any and all documents necessary to effectuate the acceptance of the donation, including the Donation Deed attached hereto as Exhibit "C" to the Resolution (Attachment 1).

BACKGROUND: The subject property, identified as Tax Map ID R610 039 00A 0426 0000, is a 0.11-acre (4,900 sq. ft.) that was a portion of a larger 2.05-acre parent parcel (Parcel 223) located at 34 Thomas Heyward Street within the Old Town Bluffton Historic District.

The proposed donation will leave a remaining parent parcel of approximately 1.94 acres. The land is currently classified for single-family residential use and is defined by a survey prepared by T-Square Surveying (revised May 5, 2026), recorded in Plat Book 168, Page 148 of the Beaufort County Register of Deeds.

Site constraints indicate that the property lies partially within FEMA Flood Zone AE (Base Flood Elevation 11 feet) and partially within Flood Zone X. The parent parcel also has an active critical line determination certified on July 16, 2024 (valid for five years), with encroachment notations recorded in the Town's GIS overlay.

The proposed donation is intended to support the development of a potential future pocket park and will maintain the Contributing Resource designation as the site of the Nellie & Leroy Brown Cottage.

NEXT STEPS: Upon Town Council action on this item, the following steps will occur:

1. Town Council adopts the Resolution authorizing acceptance of the donated 0.11-acre parcel (Tax Map No. R610 039 00A 0426 0000).
2. The Town Manager executes the Quit Claim Deed on behalf of the Town of Bluffton as Grantee, accepting conveyance of the property for the stated consideration of \$10.00.
3. The executed Quit Claim Deed is recorded with the Beaufort County Register of Deeds, officially establishing the Town's ownership.
4. The Beaufort County Assessor's Office is notified of the change in ownership so the parcel is properly reflected as Town property and removed from private tax rolls.
5. Town staff updates internal GIS records and asset management systems to reflect the parcel acquisition, including notation of its Contributing Resource designation.

ATTACHMENTS:

1. Donation Resolution
2. Donation Deed
3. 34 Thomas Heyward St. Exhibit
4. Plat Recorded
5. Proposed Motion