



# ATTACHMENT 2

## TOWN OF BLUFFTON CERTIFICATE OF APPROPRIATENESS- OLD TOWN BLUFFTON HISTORIC DISTRICT (HD) APPLICATION

Growth Management Customer Service Center  
20 Bridge Street  
Bluffton, SC 29910  
(843)708-4800  
www.townofbluffton.sc.gov  
applicationfeedback@townofbluffton.com

<b>Applicant:</b>		<b>Property Owner:</b>	
Name: <i>Ansley Hester Manuel, Architect</i>	Name: <i>Sara Harwell Kelly</i>		
Phone: <i>843.338.8932</i>	Phone: <i>843.384.1995</i>		
Mailing Address: <i>109 Pritchard Street Bluffton, S.C. 29910</i>	Mailing Address: <i>Post Office Box 427 Bluffton, S.C. 29910</i>		
E-mail: <i>manuel.studio@aol.com</i>	E-mail: <i>mercant.sk@gmail.com</i>		
Town Business License # (if applicable): <i>LIC - 03 - 23 - 048128</i>			
<b>Project Information</b> (tax map info available at <a href="http://www.townofbluffton.us/map/">http://www.townofbluffton.us/map/</a> )			
Project Name: <i>Kelly Residence</i>	Conceptual: <input type="checkbox"/>	Final: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Project Address: <i>77 Bridge Street</i>	Application for:		
Zoning District: <i>Neighborhood Conservation</i>	<input checked="" type="checkbox"/>	New Construction	
Acreage: <i>0.29</i>	<input type="checkbox"/>	Renovation/Rehabilitation/Addition	
Tax Map Number(s): <i>R610 D 3900A 161A 0000</i>	<input type="checkbox"/>	Relocation	
Project Description: <i>Demolish existing house and build new house with guesthouse</i>			
<b>Minimum Requirements for Submittal</b>			
<input checked="" type="checkbox"/> 1. Mandatory Check In Meeting to administratively review all items required for conceptual submittal must take place prior to formal submittal. <input checked="" type="checkbox"/> 2. Digital files drawn to scale of the Site Plan(s). <input checked="" type="checkbox"/> 3. Digital files of the Architectural Plan(s). <input checked="" type="checkbox"/> 4. Project Narrative describing reason for application and compliance with the criteria in Article 3 of the UDO. <input checked="" type="checkbox"/> 5. All information required on the attached Application Checklist. <input checked="" type="checkbox"/> 6. An Application Review Fee as determined by the Town of Bluffton Master Fee Schedule. Checks made payable to the Town of Bluffton.			
<b>Note:</b> A Pre-Application Meeting is required prior to Application submittal.			
<b>Disclaimer:</b> The Town of Bluffton assumes no legal or financial liability to the applicant or any third party whatsoever by approving the plans associated with this permit.			
I hereby acknowledge by my signature below that the foregoing application is complete and accurate and that I am the owner of the subject property. As applicable, I authorize the subject property to be posted and inspected.			
Property Owner Signature: <i>[Signature]</i>		Date: <i>11/8/23</i>	
Applicant Signature: <i>[Signature]</i>		Date: <i>8 November 2023</i>	
<i>For Office Use</i>			
Application Number:		Date Received:	
Received By:		Date Approved:	

NOT A PORTION OF THIS APPLICATION



# ATTACHMENT 2 TOWN OF BLUFFTON

## CERTIFICATE OF APPROPRIATENESS – OLD TOWN BLUFFTON HISTORIC DISTRICT (HD) PROJECT ANALYSIS

In accordance with the Town of Bluffton Unified Development Ordinance (UDO), the following information shall be included as part of a Certificate of Appropriateness application submitted for review by the Historic Preservation Commission (HPC) and the Historic Preservation Review Committee. The use of this checklist by Town Staff or the Applicant shall not constitute a waiver of any requirement contained in the UDO.

<b>1. DESIGN REVIEW PHASE</b>		<b>CONCEPTUAL REVIEW</b> <input type="checkbox"/>	<b>FINAL REVIEW</b> <input checked="" type="checkbox"/>
<b>2. SITE DATA</b>			
Identification of Proposed Building Type (as defined in Article 5): <i>Additional Building Type</i>			
Building Setbacks	Front: <i>10' 5"</i> Rear: <i>30' 5"</i>	Rt. Side: <i>10' 5"</i>	Lt. Side: <i>10' 5"</i>
<b>3. BUILDING DATA</b>			
Building	Description (Main House, Garage, Carriage House, etc.)	Existing Square Footage	Proposed Square Footage
Main Structure	<i>Main House</i>	<del>706 (to be demolished)</del>	<i>1,703 enclosed heated 609 porches</i>
Ancillary	<i>Guest House</i>	<i>0</i>	<i>708 heated 138 porches</i>
Ancillary	<del><i>Attached Shade Main</i></del>	<del><i>0</i></del>	<del><i>143 shed</i></del>
<b>4. SITE COVERAGE</b>			
<b>Impervious Coverage</b>		<b>Coverage (SF)</b> <span style="color: red;">Part of Primary</span>	
Building Footprint(s)		<i>3153</i>	
Impervious Drive, Walks & Paths		<i>220</i>	
Open/Covered Patios			
<b>A. TOTAL IMPERVIOUS COVERAGE</b>		<i>3373</i>	
<b>B. TOTAL SF OF LOT</b>		<i>12,432</i>	
<b>% COVERAGE OF LOT (A/B= %)</b>		<i>27%</i>	
<b>5. BUILDING MATERIALS</b>			
Building Element	Materials, Dimensions, and Operation	Building Element	Materials, Dimensions, and Operation
Foundation	<i>tabby stucco over CMU</i>	Columns	<i>P.T. 8x8 chamfered pine</i>
Walls	<i>hardie board and batten</i>	Windows	<i>aluminum clad</i>
Roof	<i>5-V trim Metal de block architectural</i>	Floors	<i>aluminum clad</i>
Chimney	<i>stucco finish</i>	Shutters	<i>N/A</i>
Trim	<i>hardie trim</i>	Skirting/Underpinning	<i>P.T. pine louvers</i>
Water table	<i>N/A</i>	Corice, Soffit, Frieze	<i>P.T. 2x4 beaded hardie soffit</i>
Corner board	<i>P.T. 2x4 pine</i>	Gutters	<i>N/A P.T. 1x4 and 1x10 pine</i>
Rallings	<i>P.T. 2x4 pine</i>	Garage Doors	<i>N/A</i>
Balusters	<i>P.T. 2x2 pine</i>	Green/Recycled Materials	<i>N/A</i>
Handralls	<i>P.T. 2x4 pine</i>		



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## CERTIFICATE OF APPROPRIATENESS – OLD TOWN BLUFFTON HISTORIC DISTRICT (HD) APPLICATION CHECKLIST

Note: Certificate of Appropriateness application information will vary depending on the activities proposed. At a minimum, the following items (signified by a grayed checkbox) are required, as applicable to the proposed project.

Concept	Final	BACKGROUND INFORMATION
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>COMPLETED CERTIFICATE OF APPROPRIATENESS - HD APPLICATION:</b> A completed and signed application providing general project and contact information.
<input type="checkbox"/>	<input type="checkbox"/>	<b>PROPERTY OWNER CONSENT:</b> If the applicant is not the property owner, a letter of agency from the property owner is required to authorize the applicant to act on behalf of the property owner.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>PROJECT NARRATIVE:</b> A detailed narrative describing the existing site conditions and use, the proposed development intent with proposed uses and activities that will be conducted on the site. Include a description of the proposed building type and proposed building materials as permitted in Article 5.
<input type="checkbox"/>	<input type="checkbox"/>	<b>DEED COVENANTS/RESTRICTIONS:</b> A copy of any existing deed covenants, conditions and restrictions, including any design or architectural standards that apply to the site.
<input type="checkbox"/>	<input type="checkbox"/>	<b>ADDITIONAL APPROVALS:</b> A written statement from the Declarant of any deed covenants, conditions, or restrictions and/or the Review Body of any design or architectural standards that the current design has been reviewed for consistency with the established restrictions/design principles and approved.
Concept	Final	SITE ASSESSMENT
<input type="checkbox"/>	<input type="checkbox"/>	<b>LOCATION MAP:</b> Indicating the location of the lot and/or building within the Old Town Bluffton Historic District with a vicinity map.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>PROPERTY SURVEY:</b> Prepared and sealed by a Registered Land Surveyor indicating the following, but not limited to: <ul style="list-style-type: none"> <li>• All property boundaries, acreage, location of property markers, name of county, municipality, project location, and parcel identification number(s);</li> <li>• Municipal limits or county lines, zoning, overlay or special district boundaries, if they traverse the tract, form a part of the boundary of the tract, or are contiguous to such boundary;</li> <li>• All easements of record, existing utilities, other legal encumbrances, public and private rights-of-way, recorded roadways, alleys, reservations, and railways;</li> <li>• Existing watercourses, drainage structures, ditches, one-hundred (100) year flood elevation, OCRM critical line, wetlands or riparian corridors top of bank locations, and protected lands on or adjacent to the property;</li> <li>• Location of existing buildings, structures, parking lots, impervious areas, public and private infrastructure, or other man-made objects located on the development property; and</li> <li>• North arrow, graphic scale, and legend identifying all symbology.</li> </ul>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>SITE PLAN:</b> Showing layout and design indicating, but not limited to: <ul style="list-style-type: none"> <li>• All property survey information showing all building footprint(s) with finish floor elevations, setbacks and build-to lines, building location(s), building orientation(s);</li> <li>• Overall lot configuration depicting ingress/egress, circulation, driveways, parking areas, patios, decks, pools, hardscape, service yards and all other site amenities;</li> <li>• Pedestrian circulation elements and ensuring design shows ADA accessibility compliance. Location, layout, and number of vehicular and bicycle parking spaces bicycle parking, and ensuring design shows ADA accessibility compliance; and</li> <li>• Include detailed dimensions as necessary and appropriate to demonstrate compliance with all applicable standards and requirements.</li> </ul>



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<input type="checkbox"/>	<input type="checkbox"/>	<b>PHOTOS:</b> Labeled comprehensive color photograph documentation of the property, all exterior facades, and the features impacted by the proposed work. If digital, images should be at a minimum of 300 dpi resolution.
<b>Concept</b>	<b>Final</b>	<b>ARCHITECTURAL INFORMATION:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>CONCEPTUAL ARCHITECTURAL SKETCHES:</b> Sketch of plans, elevations, details, renderings, and/or additional product information to relay design intent.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>FLOOR/ROOF PLANS:</b> Illustrate the roof and floor plan configurations. Include all proposed uses, walls, door & window locations, overall dimensions and square footage(s).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>ELEVATIONS:</b> Provide scaled and dimensioned drawings to illustrate the exterior appearance of all sides of the building(s). Describe all exterior materials and finishes and include all building height(s) and heights of appurtenance(s) as they relates to adjacent grade, first floor finished floor elevations, floor to ceiling height for all stories, existing and finish grades for each elevation.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>ARCHITECTURAL DETAILS:</b> Provide scaled and dimensioned drawings to show the configuration and operation of all doors, windows, shutters as well as the configuration and dimensional information for columns and porch posts, corner boards, water tables, cupolas and roof appurtenances, gutters and downspouts, awnings, marquees, balconies, colonnades, arcades, stairs, porches, stoops and railings.
<input type="checkbox"/>	<input type="checkbox"/>	<b>MANUFACTURER'S CUT SHEET/SPECIFICATIONS:</b> Include for all atypical building elements and materials not expressly permitted by Article 5 of the UDO with sizes and finishes noted.
<b>Concept</b>	<b>Final</b>	<b>LANDSCAPE INFORMATION:</b>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>TREE REMOVAL PLAN:</b> A site plan indicating location, species, and caliper of existing trees and trees to be removed.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>LANDSCAPE PLAN:</b> Plan must include proposed plant materials including names, quantities, sizes and location, trees to be removed/preserved/relocated, areas of planting, water features, extent of lawns, and areas to be vegetated. Plant key and list to be shown on the landscape plan as well as existing and proposed canopy coverage calculations.
<b>Concept</b>	<b>Final</b>	<b>ADDITIONAL REQUIRED INFORMATION (Single-Family Residential Excluded):</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>FINAL DEVELOPMENT PLAN APPLICATION:</b> A Final Development Plan Application, along with all required submittal items as depicted on the application checklist, must be submitted prior to a Final Certificate of Appropriateness submittal and approved prior to the application being heard by the Historic Preservation Commission.

**SIGN AND RETURN THIS CHECKLIST WITH THE APPLICATION SUBMITTAL**

By signature below I certify that I have reviewed and provided the submittal items listed above. Further, I understand that failure to provide a complete, quality application or erroneous information may result in the delay of processing my application(s).

Signature of Property Owner or Authorized Agent

*Sara Harwell Kelly*

Printed Name of Property Owner or Authorized Agent

Signature of Applicant

*Ansley Hester Manuel*

Printed Name of Applicant

Date

*11/8/23*

Date

*8 November 2023*

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Note: All areas with strike through are not to be considered as a portion of this application.

## PROJECT NARRATIVE FOR SARA HARWELL KELLY - 77 Bridge Street

Sara Harwell Kelly acquired ~~and built the current house on the property~~ in 1980. The Kellys wish to ~~demolish the existing 800 square foot residence and rebuild two structures - a main residence and a guesthouse.~~ The property falls in the Neighbor Conservation Zoning District. The building type will fall into the Additional/Other Category.

The concept for the main house layout is to take advantage of the adjoining park and orient the master suite and living areas toward the beautiful views while situating the guest bedroom and utilitarian rooms at the front to provide a privacy buffer from the busy street. The one story house will have a T shape gable roof over the main areas and a hipped roof over entry porch which runs the entire width along the street.

The concept for the guesthouse layout is to take advantage of the opposite corner of the property to provide ample separation between the structures and locate the living areas and front porch on the side buffered by the bedroom and bath. The new one story guesthouse will have a simple gable covering the entire footprint.

~~The existing structure to be demolished is a slab on grade house with T-111 siding and asphalt shingles and without a front porch. It does not contribute to the vision of the UDO.~~

Although some of the descriptive language ruled out any specific building type, both the proposed structures are vernacular in their design of size, form and materials. These proposed improvements along with the existing neighboring structures including the restoration of the Hooks Cottage will greatly enhance the visual streetscape. We respectfully ask the board to approve our ~~conceptual~~ submittal.

# ATTACHMENT 2



May 23,2023

77 Bridge St

Bluffton, SC 29910

***Subject: Tree inspection and analysis***

This report represents the results of the tree inspection performed at, 77 Bridge Street, Bluffton SC 29910. International Society of Arboriculture Certified Arborist, William Bedingfield, surveyed proposed work site.

***Assigned scope of work:***

Identify trees that are likely to survive future construction efforts.

***Location and identification of trees assessed:***

All trees are located left side home and left rear of home.

20" DBH Laurel Oak *Quercus laurifolia*

16" DBH Laurel Oak *Quercus laurifolia*

12" DBH Laurel Oak *Quercus laurifolia*

14" DBH Laurel Oak *Quercus laurifolia*

16" DBH Laurel Oak *Quercus laurifolia*

20" DBH Laurel Oak *Quercus laurifolia*

22" DBH Laurel Oak *Quercus laurifolia*

16" DBH Laurel Oak *Quercus laurifolia*

17" DBH Laurel Oak *Quercus laurifolia*

20" DBH Water Oak *Quercus nigra*

16" DBH Laurel Oak *Quercus laurifolia*

16" DBH Water Oak *Quercus nigra*

***Level of inspection:***

Level 1; limited visual inspection

# ATTACHMENT 2

***Targets and consequences of failure:***

Single family residential structure; secondary overhead powerlines, outbuildings, ingress / egress for Adjacent SFR structures.

***Site factors considered:***

The trees are unlikely to survive construction. There is not enough space on the lot to build a new home without Removing existing trees. The trees on the property have matured after the home was built and nearly every tree On the property has critical root zone within the foundation area of the existing home.

***Risk assessment and conclusion:***

The trees should be removed and mitigated if the owner decides to redevelop the parcel. Mitigation trees will have Far less mortality and the future structures will not have to be designed around existing trees. It is highly unlikely any Of the mature Water and Laurel Oaks will survive construction efforts and will pose complications and issues for the Owners after construction.

Sincerely,

William Bedingfield

ISA Certified Arborist SO-10152A