



TOWN OF BLUFFTON

BOARD OF ZONING APPEALS APPLICATION

Growth Management Customer Service Center
 20 Bridge Street
 Bluffton, SC 29910
 (843)706-4522
www.townofbluffton.sc.gov
applicationfeedback@townofbluffton.com

Applicant		Property Owner	
Name: BFL Builders		Name: Same	
Phone: 843.473.3679		Phone:	
Mailing Address: PO Box 21484 HHI, SC 29925		Mailing Address:	
E-mail: barry@hbdllc.com		E-mail:	
Town Business License # (if applicable):			
Project Information			
Project Name: Landen Oak	<input checked="" type="checkbox"/> Variance	<input type="checkbox"/> Special Exception	
Project Location: 24 Thomas Heyward Street	<input type="checkbox"/> Administrative Appeal		
Zoning District: NG-HD	Acreage: .174		
Tax Map Number(s): R610 039 00A 0388 0000			
Project Description: Lot 1 of Landen Oak Subdivision			
Request: Zoning variance to extend building envelope approximately 5 feet into the left side setback adjoining Landen Oak common area and the sidewalk on Thomas Heyward Street.			
Minimum Requirements for Submittal			
<input type="checkbox"/> 1. Two (2) paper copies and digital files of applicable plans and/or documents depicting the subject property. <input type="checkbox"/> 2. Recorded deed and plat showing proof of property ownership. <input type="checkbox"/> 3. Project Narrative describing reason for application and compliance with the criteria in Article 3 of the UDO. <input type="checkbox"/> 4. An Application Review Fee as determined by the Town of Bluffton Master Fee Schedule. Checks made payable to the Town of Bluffton.			
Note: A Pre-Application Meeting is required prior to Application submittal.			
Disclaimer: 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>Barry L. Barry</i>		Date: October 30, 2023	
Applicant Signature: <i>Barry L. Barry</i>		Date: October 30, 2023	
For Office Use			
Application Number:		Date Received:	
Received By:		Date Approved:	



TOWN OF BLUFFTON BOARD OF ZONING APPEALS APPLICATION PROCESS NARRATIVE

The following Process Narrative is intended to provide Applicants with an understanding of the respective application process, procedures and Unified Development Ordinance (UDO) requirements for obtaining application approval in the Town of Bluffton. While intended to explain the process, it is not intended to repeal, eliminate or otherwise limit any requirements, regulations or provisions of the Town of Bluffton's Unified Development Ordinance. Compliance with these procedures will minimize delays and assure expeditious application review.

Step 1. Pre-Application Meeting	Applicant & Staff
Prior to the filing of a Board of Zoning Appeals Application, the Applicant is required to consult with the UDO Administrator or their designee at a Pre-Application Meeting for comments and advice on the appropriate application process and the required procedures, specifications, and applicable standards required by the UDO.	
Step 2. Application Check-In Meeting	Applicant & Staff
Upon receiving input from Staff at the Pre-Application Meeting, the Applicant shall submit the Board of Zoning Appeals Application and required submittal materials during a mandatory Application Check-In Meeting where the UDO Administrator or designee will review the submission for completeness.	
Step 3. Review by UDO Administrator	Staff
If the UDO Administrator determines that the Board of Zoning Appeals Application is complete, the application is placed on the next available Board of Zoning Appeals (BZA) Meeting agenda.	
Step 4. Board of Zoning Appeals Meeting	Applicant, Staff & Board of Zoning Appeals
The Board of Zoning Appeals (BZA) shall review the application for compliance with the criteria and provisions in the UDO. The BZA may approve, approve with conditions, or deny the application.	
Step 5. Issue Variance or Special Exception	Staff
If the BZA approves the application, the UDO Administrator shall issue the Variance or Special Exception.	

Board of Zoning Appeals

Project Narrative

BFL builders, the developer and builder of the Landen Oak subdivision located at 24 Thomas Heyward Street respectfully requests a variance for the left side setback of lot 1, 15 Meriwether Court from the UDO approved 10 feet to 5 feet.

15 Meriwether Court is a 7,318 sf lot located on the west side of Thomas Heyward Street approximately 100 yards from its intersection with May River Road. A key feature of this lot is a specimen 34 inch live oak at the front right portion of the lot viewed when facing the lot from Meriwether Court.

After consulting with an arborist (letter attached) it was determined that the best course of action to preserve and protect this live oak is to change our standard building practice of turn down slab foundation to block piers and keeping the footers at least 7 feet from the outermost bark of the tree.

BFL Builders desires to construct a historically appropriate 1,362 sf 2 bed, 2 bath cottage on this lot. In order to maintain the suggested spacing and maximize the building footprint, the envelope would need to extend approximately 5 feet into the side setback abutting the community open space and the sidewalk on Thomas Heyward Street. This will not affect any homeowners of Landen Oak subdivision or the residents of adjacent Thomas Heyward Street. The rear portion of this lot is the stormwater outflow easement and cannot be built upon. In fact, were this lot addressed on Thomas Heyward Street, the UDO states that the building must be placed within 10 feet of Thomas Heyward Street and would extend past the lot line into what is now community space.

