




**TOWN OF BLUFFTON
VARIANCE APPLICATION**

Growth Management Customer Service Center
20 Bridge Street
Bluffton, SC 29910
(843)706-4500
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applicationfeedback@townofbluffton.com

| Applicant | Property Owner |
|--|---|
| Name: Houssam Aboukhater | Name: Herkus, LLC |
| Phone: 603-205-5555 | Phone: 603-205-5555 |
| Mailing Address: 10 Anson Park Rd. E, Bluffton, SC | Mailing Address: 10 Anson Park Rd. E, Bluffton, SC |
| E-mail: hak@herkusllc.com | E-mail: hak@herkusllc.com |
| Town Business License # (if applicable): 05-21-037369 | |
| Project Information | |
| Project Name: Palmetto Square | Project Location: Marianna Way |
| Zoning District: Old Town | Acreage: |
| Tax Map Number(s): R610 039 000 0497 0003 | |
| Project Description: Installation of a directional sign | |
| Request: We request a variance from the Town of Bluffton Unified Development Ordinance Section 5.13.3, Exempt Signs; in particular, we would like a variance from 5.13.3.D. | |
| Minimum Requirements for Submittal | |
| <input type="checkbox"/> 1. Mandatory Application Check-In Meeting scheduled. <input type="checkbox"/> 2. Digital files of applicable plans and/or documents depicting the subject property. <input checked="" type="checkbox"/> 3. Recorded deed and plat showing proof of property ownership. <input checked="" type="checkbox"/> 4. Project Narrative describing reason for application and compliance with the criteria in Article 3 of the UDO. <input type="checkbox"/> 5. 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 application. |
| 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:  | Date: 11/6/23 |
| Applicant Signature:  | Date: 11/6/23 |
| For Office Use | |
| Application Number: | Date Received: |
| Received By: | Date Approved: |



TOWN OF BLUFFTON VARIANCE APPEAL 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. The Town of Bluffton's Mission and Vision Statements help navigate staff to ensure that the goals outlined by Town Council are being met. As each project is being reviewed, Town staff will use the Mission Statement, Vision Statement, The Covenant for Bluffton and the current Strategic Plan to guide their review. Compliance with these procedures will minimize delays and assure expeditious application review.

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| Step 1. Pre-Application Meeting | Applicant & Staff |
| Prior to the filing of a Variance Application, the Applicant is required to consult with the UDO Administrator or 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 Variance Application and required submittal materials during a mandatory Application Check-In Meeting where the UDO Administrator or designee will review the submission for completeness. Call 843-706-4500 to schedule. | |
| Step 3. Review by UDO Administrator or designee | Staff |
| If the UDO Administrator or designee determines that the Variance 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. Issuance of Decision Letter | Staff |
| The UDO Administrator or designee shall issue the decision letter reflecting the ruling by the Board of Zoning Appeals. | |

Narrative

Herkus LLC, owner of Palmetto Square, is requesting a variance from the Town of Bluffton Unified Development Ordinance Section 5.13.3, Exempt Signs; in particular, we would like a variance from 5.13.3.D. - Directional/Informational Signs, which would allow us to install a sign larger than 1.5 square feet for the direction or convenience of the public.

Palmetto Square is a mixed-use development consisting of five buildings on a single lot, approved in 2004, and zoned a "Neighborhood General – HD in Old Town." Subsequent to the approval of Palmetto Square, the ordinances were changed to allow only one building per lot in Old Town Bluffton.

The hardship we face is that under the current ordinance, we are only able to install a sign no larger than 1.5 square feet for the entire development, which consists of **16** residential units and 11 commercial units within the five buildings. We would like to install a larger informational and directional sign to help traffic flow within the development. This sign would, of course, complement the architecture and character of Palmetto Square, as well as the Old Town Bluffton Historic District.



Houssam Aboukhater

Managing Partner

Herkus LLC

Real Estate Development & Management