



# PLAN REVIEW COMMENTS FOR COFA-03-25-019654

Town of Bluffton  
 Department of Growth Management  
 20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910  
 Telephone 843-706-4522  
 OLD TOWN

**Plan Type:** Historic District **Apply Date:** 03/18/2025  
**Plan Status:** Active **Plan Address:** 32 Tabby Shell Rd Road  
 BLUFFTON, SC 29910  
**Case Manager:** Charlotte Moore **Plan PIN #:** R610 039 000 1197 0000  
**Plan Description:** A request by Drew Vann (Palmetto Star Construction), on behalf of owner, Scott Ready, for review of a Certificate of Appropriateness-Historic District, to allow construction of a detached Carriage House of approximately 643 SF located at 32 Tabby Shell Road in the Tabby Roads Development (Lot 17, Parcel R610 039 000 1197 000). The property is located in the Old Town Historic District and is zoned Neighborhood General-Historic District (NG-HD).  
**STATUS (04.17.2025):** Scheduled for April 28 HPRC meeting.

## Staff Review (HD)

**Submission #: 1**      Recieved: 04/24/2025      Completed: 04/24/2025

Reviewing Dept.	Complete Date	Reviewer	Status
Growth Management Dept Review (HD)	04/24/2025	Sam Barrow	Approved with Conditions

**Comments:**

- Because of the proximity of the Carriage House to the main house, it appears the porch stairs would need to be removed and a landing installed with stairs extending into the side yard. This would eliminate the garage door (which could be relocated to the left elevation where a window is proposed). Likewise, the other door on the same rear elevation could be relocated to where the window is proposed on the right elevation.
- Provide an updated tree removal plan showing the trees that have already been removed and the trees that are proposed to be removed for the Carriage House. Provide Landscape Plan to show that 75% tree canopy coverage at maturity will be provided for the property (UDO Sec. 5.3.3.G.1.).
- Provide window and door details, including garage door, and ensure they meet the applicable UDO requirements (Sec. 5.15.6.I.) and match the main house.
- Tabby Roads HARB will require the gable feature to match the main house (board and batten) in place of the proposed bracket.
- Exposed foundation will need to match the tabby foundation provided for the main house.
- Fiberglass and aluminum (garage doors) are not permitted door materials; wood, metal and metal-clad are acceptable per UDO Sec. 5.15.6.I.2.b. Wood composite may be allowed with HPC approval.
- Provide post details, including material and dimensions. Termite resistant wood is allowed; posts must be at least six inches wide. (UDO Sec. 5.15.6.H.). The service area screening louvers must be placed at least one inch behind the posts (UDO Sec. 5.15.6.O.). Please note HARB requirement for spacing of louvers (no greater than 0.5 inches).
- A plan note states that "final stair design to be determined on-site" but details are required to be approved by the HPC. In addition to post and louver details cited above in #7, railing details must be provided that are consistent with UDO Sec. 5.15.6.H.
- Carriage House and main house overhang and frieze board details are required to match per Tabby Roads HARB.
- Submit all required materials with the Final Plan, including all details required by the COFA-HD application checklist. Include a letter of agency from the property owner and photos. Failure to provide complete items could delay scheduling the Final Plan for HPC review.

HPRC Review	04/24/2025	Sam Barrow	Approved with Conditions
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**Comments:**

- Provide an elevation showing the existing house with the proposed Carriage House. This would help to understand the massing and related detailing.
- The brackets on the garage appear small. Provide a bracket detail with dimensions.

Beaufort Jasper Water and Sewer Review	04/24/2025	Matthew Michaels	Approved
Transportation Department Review - HD	04/24/2025	Mark Maxwell	Approved
Watershed Management Review	04/24/2025	William Baugher	Approved

**Plan Review Case Notes:**