

HISTORIC PRESERVATION COMMISSION



STAFF REPORT

Department of Growth Management

MEETING DATE:	June 11, 2025
PROJECT:	COFA-02-25-019610 41 Stock Farm Road New Construction of a Carriage House and Breezeway
APPLICANTS:	Dylan and Amanda Mingard
PROPERTY OWNERS:	Dylan and Amanda Mingard
PROJECT MANAGER:	Sam Barrow, Senior Planner

APPLICATION REQUEST: The Applicant requests that the Historic Preservation Commission (HPC) approve the following:

COFA 02-25-019610: A Certificate of Appropriateness-HD to allow the construction of a 1-story carport or Carriage House of approximately 396 square feet (SF) and a Breezeway of approximately 301 SF which will connect the Carriage House to the existing house located at 41 Stock Farm Road in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD.

INTRODUCTION: The proposed carport (a Carriage House building type) is a one-story structure under a front-facing gable with space to park two vehicles and includes an enclosed storage area in the rear. The carport will have a footprint of approximately 396 SF. A Breezeway will connect the carport to the existing house which was approved in 2022 by the HPC and identified as having Vernacular building type characteristics (COFA-06-22-016820). The carport and breezeway are designed to be compatible with the house, and the intent is to use the same materials.

The carport will be clad in board and batten siding for the enclosed space, and horizontal louvers on the left and right elevations to partially screen vehicles. Material is not specified but will match the house. Two double-hung aluminum windows are proposed on the Rear Elevation. The roof will consist of architectural asphalt shingles, and a small-shed roof accent with standing seam metal will be attached to the Front Elevation to match the porch roofs of the house. Both front and rear gables will be finished with shake siding and include a louvered attic vent of unknown material on each side. Aluminum gutters and rain chains matching the house will be installed.

This project was presented to the Historic Preservation Review Committee (HPRC) for conceptual review at the March 17, 2025 meeting. HPRC comments are provided as Attachment 7.

REVIEW CRITERIA & ANALYSIS: In its review of this COFA-HD application, Town Staff and the Historic Preservation Commission are required to consider the criteria set forth in Unified Development Ordinance (UDO) Section 3.18.3 (COFA-HD, Application Review Criteria), applying the standards and guidelines of UDO Sec. 5.15, Old Town Bluffton Historic District. The intent of the standards and guidelines is, in part, to provide guidance and ensure consistent development without discouraging creativity or forcing the replication of historic models.

The applicable criteria of UDO Sec.3.18.3 are provided below followed by a Staff Finding based upon review of the application submittals to date.

1. Section 3.18.3.B. Consistency with the principles set forth in the Old Town Master Plan.

- a. *Finding.* The application is consistent with the principles set forth in the Old Town Master Plan. The Old Town Master Plan states that “The built environment, in particular the historic structures scattered throughout Old Town, should be protected and enhanced. While it is of great importance to save and restore historic structures, it is just as important to add to the built environment in a way that makes Old Town more complete.”

The Carriage House and Breezeway are designed to be consistent with the architecture of the existing house. Additionally, both are sympathetic to the architectural character of the neighboring structures and will enhance the neighborhood by adding architectural variety.

- b. *Finding.* The Old Town Master Plan initiatives also include the adoption of a form-based code that included architectural standards for structures located within the Old Town Bluffton Historic District. These standards are included in Article 5 of the UDO. The new construction proposed as part of this request will be in conformance with those standards if the conditions noted in #2 of this Section are met.
- c. *Finding.* The Old Town Master Plan initiatives also promote preservation and protection of the legacy of the Old Town Bluffton Historic District through additions to the built environment which make Old Town more complete. The addition of the proposed Carriage House and Breezeway contributes to the district as well as helps to provide completeness to the neighborhood and overall district.

2. **Section 3.18.3.C. The application must be in conformance with applicable provisions provided in Article 5, Design Standards.**

Finding. Town Staff finds that if the conditions noted below are met, the proposed addition will be in conformance with applicable provisions provided in Article 5:

- a. **Columns / Posts:** The proposed Breezeway will be supported by 10"x10" pressured-treated wood posts that are approximately 10'-4¾" tall. The spacing between some of the posts is more than 12"-0'. Likewise, the carport posts are spaced farther apart approximately 11'-0" than they are tall (approximately 7'-10¾"). Per UDO Sec. 5.15.6.H.1.a., columns and porch posts shall be spaced no farther apart than they are tall as measured from the centerlines of the columns. Applicable posts will need to be adjusted to meet this standard.
- b. **Details, Materials and Configurations:** Certain building details, including some materials and configurations, are lacking and must be provided. This includes vent, louver and board and batten siding materials (UDO Sec. 5.15.6.G.3) and the exposed carport foundation (UDO Sec. 5.15.6.G.1.). A wall section through the eave detail must be provided to show compliance with applicable sections of the UDO, to include fascia, soffits, water tables and cornerboards (UDO Sec. 5.15.6.N. and P.).

3. **Section 3.18.3.D. Consistency with the nature and character of the surrounding area and consistency of the structure with the scale, form and building proportions of the surrounding neighborhood.**

Finding. Town Staff finds the nature and character of the new construction to be consistent and harmonious with that of the surrounding neighborhood. The mass and scale of the structure is appropriate for its location and the architectural detailing, with revisions to address the items in #2 above, will be sensitive to the neighboring properties.

4. **Section 3.18.3.F. The historic, architectural, and aesthetic features of the structure, including the extent to which its alteration or removal would be detrimental to the public interest.**

Finding. If the conditions #2 of this report are met, the proposed plans are sympathetic in design to the neighboring historic and non-historic resources; therefore, the structure, with the recommended revisions, will have no adverse effect on the public interest.

5. **Section 3.18.3.H. The application must comply with applicable requirements in the Applications Manual.**

Finding. The Certificate of Appropriateness Application has been reviewed by Town Staff and has been determined to be complete except for the applicable items in #2.

STAFF RECOMMENDATION: It is the charge of the HPC to assess and interpret the standards and guidelines set forth in the UDO as they pertain to applications using the review criteria established in the UDO and to take appropriate action as granted by the powers and duties set forth in Section 2.2.6.E.2. Town Staff finds that with the conditions noted below, the requirements of Section 3.18.3 of the Unified Development Ordinance have been met and recommends that the Historic Preservation Commission approve the application with the following conditions:

1. Per UDO Sec. 5.15.6.H.1.a, adjust spacing of applicable breezeway and carport posts so that the distance is no greater than the posts are tall.
2. Provide vent, louver, and board and batten screening and wall materials to show compliance with UDO Sec. 5.15.6.G.3.
3. Provide exposed carport foundation material to show compliance with UDO Sec. 5.15.6.G.1.,
4. Provide a wall section through eave detail to show that fascia, soffits, water tables and cornerboards are in compliance with UDO Sections 5.15.6.N. and P.

HISTORIC PRESERVATION COMMISSION ACTIONS: As granted by the powers and duties set forth in Section 2.2.6.E.2, the Historic Preservation Commission has the authority to take the following actions with respect to this application:

1. Approve the application as submitted by the Applicant;
2. Approve the application with conditions; or
3. Deny the application as submitted by the Applicant.

ATTACHMENTS:

1. Location and Zoning Map
2. Application
3. Survey
4. Photos
5. Final Plan
6. Proposed Materials
7. HPRC Comments (03.17.2025)
8. Response to HPRC Comments