

Historic Preservation Commission Meeting

Theodore D. Washington Municipal Building, Henry “Emmett” McCracken Jr. Council Chambers, 20
Bridge Street, Bluffton, SC

May 07, 2025

I. CALL TO ORDER

Vice Chairman DePauw called the meeting to order at 6pm.

II. ROLL CALL

PRESENT

Vice Chairman Joe DePauw
Commissioner Carletha Frazier
Commissioner Jim Hess
Commissioner Tim Probst

ABSENT

Chairman Evan Goodwin
Commissioner Debbie Wunder

III. ADOPTION OF MINUTES

1. March 5, 2025 Minutes

Commissioner Frazier made a motion to adopt the minutes as written.

Seconded by Commissioner Probst.

Voting Yea: Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst

All were in favor and the motion passed.

IV. ELECTION OF OFFICERS

1. Election of Two Historic Preservation Review Committee members.

Vice Chairman DePauw made a motion to elect Tim Probst to the Historic Preservation Review Committee.

Voting Yea: Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst

All were in favor and the motion passed.

Commissioner Probst made a motion to elect Vice Chairman DePauw to the Historic Preservation Review Committee.

Voting Yea: Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst

All were in favor and the motion passed.

V. PUBLIC COMMENT

VI. OLD BUSINESS

VII. DISCUSSION

1. Historic District Monthly Update. (Staff)

Staff reviewed the monthly report. The Commissioners had no questions.

VIII. NEW BUSINESS

1. **1 Head of Tide:** A request by Robert L. Graves, III (Graves Construction), Applicant, on behalf of Jason Alexander, Property Owner, for review of a Certificate of Appropriateness - HD to allow a second-floor addition to an existing single-family detached residence to be located mostly within the existing hip roof and partially within a gable end roof addition. Proposed changes also include the partial enclosure of a rear porch, replacing a second-floor vent with an egress window, and adding a side yard stoop. The property is located at 1 Head of Tide in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD district. (COFA-02-25-019607) (Staff - Charlotte Moore)

Staff presented. The applicant was present. The commissioners shared concerns about the missing items from the submittal. There were questions regarding the service yard size and what is expected to go in this space. The Commission asked for clarification that the materials being used are consistent with what exists.

Vice Chairman DePauw made a motion to approve the application with the following conditions:

1. Provide accurate existing and proposed square footage for only the main residence.
2. Per UDO Section 5.15.6.J, provide updated building elevations that specify use of 5V roofing material to match existing roof.
3. Per UDO Section 5.16.6.E.6, provide updated building elevations that specify stoop materials and details.
4. Per UDO Section 5.15.5.I, provide updated building elevations that specify window and door finish material and operation information.
5. Provide the correct property address.
6. Per UDO Section 5.15.5.F.9, provide service yard location and details on updated building elevations.
7. Provide a wall section through the eave detail for the porch addition.
8. Provide details regarding the wall area after removal of the window box.
9. Align the door height to the existing window height on the Right elevation.

And the following determination:

1. The rough sawn wood material proposed for the soffit was appropriate as it would match the existing soffit.

Seconded by Commissioner Hess.

Voting Yea: Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst

All were in favor and the motion passed.

IX. ADJOURNMENT

Commissioner Frazier made a motion to adjourn.

Seconded by Commissioner Probst.

Voting Yea: Vice Chairman DePauw, Commissioner Frazier, Commissioner Hess, Commissioner Probst

All were in favor and the motion passed. The meeting adjourned at 6:33pm.