



# MEMORANDUM

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TO: Town of Bluffton Town Council  
FROM: Heather Colin, Assistant Town Manager  
RE: Resolution to Approve a Three-Party Agreement between Buckwalter Association Inc., Beaufort County, and the Town of Bluffton to construct the connection road between Buckwalter Place and Washington Square  
DATE: August 12, 2025  
CC: Stephen Steese, Town Manager  
Terry Finger, Town Attorney

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**REQUEST:** To formalize the shared responsibilities between the Town of Bluffton, Beaufort County, and Southeastern Property Development, LLC (SEDA) to construct the Buckwalter Place Connector Road to Washington Square and accept the donation of right-of-way property to the Town.

**BACKGROUND:** The Buckwalter Place Master Plan, approved in 2007 and last amended in 2019, identifies a future Connector Road linking Innovation Drive and Discovery Drive to Washington Square. SEDA owns the 25.36-acre Parent Parcel and approximately 3 acres of Existing Roads needed for this project. Washington Square, located north of Buckwalter Place, previously constructed its portion of the road to the shared property line. The remaining segment within Buckwalter Place is currently unbuilt.

The Connector Road serves as a critical cross-access corridor, reducing the amount of traffic on Buckwalter Parkway and providing an alternate route for residents. The project is included in Beaufort County's Buckwalter Parkway Access Management Plan and is eligible for Transportation Impact Fee funding.

**SUMMARY:** The attached Agreement for Services and Conveyance of Real Property is a legal contract that has two key elements. The first focuses on the service component which outlines what work will be performed, who's responsible for the work, timelines and cost-sharing. The second is the conveyance of property which describes what property is being transferred and how it's being executed.

SEDA will construct the road segment that completes the cross-connection between Innovation Drive and the northern portion built by Washington Square, improving vehicular flow and emergency access. Total cost estimated at \$1.2M, with each party

(Town, County, SEDA) contributing up to \$400K; 10% overage allowance with pre-approval. SEDA will front construction costs and seek reimbursement upon project completion and Town/County review. SEDA will donate the Connector Road and adjacent existing roads to the Town, allowing the roads to become public infrastructure.

**NEXT STEPS:** Town Council approval of the Agreement for Services and Donation of Real Property and authorization for the Town Manager to execute all necessary documents, including accepting the right-of-way deed and submitting required plat applications.

**ATTACHMENTS:**

1. Resolution approving the three-party agreement for the Washington Square/Buckwalter Place Connector Road
  - a. Exhibit A – Resolution Approving an Agreement for Services and Conveyance of Real Property
2. Proposed Motion