



TOWN OF BLUFFTON DEVELOPMENT PLAN APPLICATION

ATTACHMENT 1

Growth Management Customer Service Center
20 Bridge Street
Bluffton, SC 29910
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applicationfeedback@townofbluffton.com

Applicant		Property Owner	
Name:Kathleen Duncan		Name:Sharan Pyari Patel	
Phone:843.815.4800, ext. 3#		Phone:	
Mailing Address:181 Bluffton Rd., Ste. B104 Bluffton, SC 29910		Mailing Address:P.O. Box 3853 Bluffton, SC 29910	
E-mail:k.duncan@jktiller.com		E-mail:preet.patel2698@gmail.com	
Town Business License # (if applicable):25-03-7647			
Project Information			
Project Name:1271 May River Road Professional Bldg.		☒ Preliminary	☐ Final
Project Location:271 May River Road		☒ New	☐ Amendment
Zoning District:NG-HD		Acreage:0.34 Acres	
Tax Map Number(s): R610 039 000 0557 0000			
Project Description: See attached narrative			
Minimum Requirements for Submittal			
☒ 1. Two (2) full sized copies and digital files of the Preliminary or Final Development Plans.			
☒ 2. Project Narrative and digital file describing reason for application and compliance with the criteria in Article 3 of the UDO.			
☒ 3. All information required on the attached Application Checklist.			
☒ 4. 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 permit.			
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: <i>Sharan Patel</i>		Date: 06-04-25	
Applicant Signature: <i>Kathleen Duncan</i>		Date: 05/30/2025	
For Office Use			
Application Number:		Date Received:	
Received By:		Date Approved:	



TOWN OF BLUFFTON DEVELOPMENT PLAN APPLICATION CHECKLIST

Prelim Plan	Final Plan	NOTE: Depending on the activities proposed, Development Plan documentation will vary. At minimum, each plan must contain the General Information and Site & Existing Conditions Documentation in addition to information required for the other specific activities listed below, as applicable. Please contact Town Staff for questions and additional information.
	x	4. Location of solid waste/trash disposal units/dumpsters.
	x	5. Location of proposed water, sewer, electric, telephone, cable, data, and gas service layouts, and proposed easements and connections.
	x	6. Location of proposed fire lane, hydrant location(s), FDC(s), and apparatus access to the site and building(s).
	x	7. Location of service and meter areas.
	x	8. Location of mail delivery boxes.
	x	9. Capacity and service studies and/or calculations.
	x	10. Detailed engineering information identifying the location, construction specifications, typical sections, service connections, meters, valves, manholes, inverts, transformers, service pedestals/boxes, and any other utility information.
Lighting.		
x		1. Narrative or plan notes describing the proposed exterior lighting scheme for the property.
	x	2. Location, specifications, and details for existing and proposed exterior site and building light fixtures including the total lumen output, type of lamp, method of shielding, pole and mounting height, and verification that there are no conflicts between lighting and landscaping.
	x	3. Photometric grid overlaid on the proposed site plan indicating the overall light intensity throughout the site (in footcandles) including existing and proposed lighting. Photometric calculations must consider all exterior lighting including building lighting.
	x	4. Notes describing lighting limitations, prohibitions, and methods of enforcement.

SIGN AND RETURN THIS CHECKLIST WITH THE APPLICATION SUBMITTAL ALL SUBMITTALS MUST BE COLLATED AND FOLDED TO 8-1/2" X 11"

By signature below I certify that I have reviewed and provided the minimum submittal requirements listed above, including any additional items requested by the Town of Bluffton Staff. Any items not provided have been listed in the project narrative with an explanation as to why the required submittal item has not been provided or is not applicable. Further, I understand that failure to provide a complete, quality application or erroneous information may result in the delay of processing my application(s).

Signature of Property Owner or Authorized Agent

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06-04-25

Date

Sharanpyari Patel

Printed Name



PLANNING COMMISSION – NARRATIVE

Date:

July 30, 2025

Applicant:

Kathleen Duncan, PLA
J.K. Tiller Associates, Inc.
181 Bluffton Road, Suite B104, Bluffton, SC 29910

Owner:

Sharan Pyari Patel
P.O. Box 3853, Bluffton, SC 29910
Email: preet.patel2698@gmail.com

Property:

PIN: R610 039 000 0557 0000
Address: 1271 May River Road
Acres: 0.34 Acres / 14,812 SF
Frontage: 98.98 LF
Road Access: May River Road (SCDOT)
Zoning: Neighborhood General Historic District (NG-HD)
County: Beaufort
Municipality: Town of Bluffton
Applicable Code: Unified Development Ordinance

Design Team:

Architect: Chris Epps, InCircle Architecture
Landscape Architect: Kathleen Duncan, J.K. Tiller Associates, Inc.
Civil: Sturre Engineering, Inc.

Project Name: 1271 May River Road Professional Building

Proposed Site Improvements:

The applicant proposes to build a Professional Building and a Carriage House and construct site infrastructure which includes, driveways, access, parking, walks, utilities, drainage, and stormwater BMPs. Final building uses and tenants are to be determined. The buildings will be submitted to Historic Preservation Committee under a separate review process, as will the Stormwater Permit.

Project Submittal Background:

- **10/24/2024 Pre-Application:** A conceptual site plan showing improvement to both the Texaco Site (adjacent parcel) and this site was provided to staff for review. During the

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meeting, it was communicated that the Texaco site would need to be brought into full conformance with the UDO. As this was not financially or physically viable option, the team refocused our efforts to develop the parcel owned by Ms. Patel only.

- **04/24/2025 Pre-Application:** Based on feedback at the Pre-Application meeting, we adjusted the vacant lot plan as discussed at the previous Pre-Application meeting and solicited the services of a civil engineer for the team.
- **05/27/2025 Historic Preservation Review Committee (HPRC):** review the architecture for both the Professional Building and the Carriage House.
- **07/09/2025 Design Review Committee (DRC):** Based on the feedback of the Pre-Application meeting, we adjusted the site plan
- **07/30/2025 Planning Commission Submittal:** Based on the comments from the DRC meeting, we have made plan adjustments to address comments.

Town of Bluffton Community Benefit:

This proposed development directly supports the goals and priorities outlined in the Town of Bluffton's Comprehensive Plan. Specifically, it addresses the need for walkable, "missing middle" housing—such as live-work units—as identified in Recommendation H2.1 of the Housing section. These housing types are essential to increasing housing diversity and affordability while enhancing walkability and reducing dependence on automobiles.

In addition to residential components, the development creates flexible commercial spaces designed to accommodate businesses in target economic sectors identified by the Comprehensive Plan, including Business Services, Marketing/Design, Publishing, Aerospace, and Communications. These uses directly align with the Town's economic development strategy and fiscal sustainability goals.

By offering a mix of studio-style residential units and small-scale commercial spaces, the development creates an environment conducive to business incubation and entrepreneurial activity. It also responds to Recommendation E1.2 in Section 3 (Economy), which calls for attracting young professionals through the development of lifestyle-oriented, mixed-use environments.

Furthermore, the inclusion of compact, studio-style units helps address the need for more affordable housing options, in support of Recommendation E2.3. These units add to the housing mix in a way that is compatible with the character of Old Town while meeting the needs of a growing and diverse population.

Located within the Historic District—designated in Chapter 7 (Land Use) as the Town Center and targeted for infill—the project reactivates an underutilized parcel. It contributes to the vibrancy and economic vitality of Old Town by bringing new residents, businesses, and foot traffic to the area.

Overall, this development is consistent with the Comprehensive Plan's vision for a more walkable, diverse, and economically resilient Bluffton. It delivers a harmonious, attractive, and convenient mixed-use environment that meets both current and future community needs.

Current Use: Vacant – Commercial. Site has a stand alone asphalt parking area. The use is non conforming as is the layout of the parking area.

Property Allowed and Conditional Uses (Table 4.3):

Residential: Single Family Detached, Single Family Attached, Accessory Dwelling Unit

Agricultural: Agricultural Use and Structures

Commercial: Outdoor Sales, Retail Businesses, Personal Service Establishments, Restaurant, Fueling/ Service Station including fuel pumps/ Convenience store, Car Wash

Lodging: Short-term rental, Homestay Rental, Bed and Breakfast, Inns

Office: Home Occupation, Professional Services

Human Care: Family Day Care Home, Group Day Care Home, Child Care Center, Medical Offices and Clinics, Nursing Homes

Civic: Cemetery, Social Center, Government Building, Parks, Museum, Religious Assembly, School, Utilities

Industrial: Artisan Workshop, Contractor's Office

Proposed Use: Mixed-Use. The specific tenets are to be determined. For both the buildings, the ground floor uses may include office/service, retail business, personal service establishment, professional office, or medical office. The Professional Building offers two (2) residential units on the second story and the half story above. The Carriage House also offers an accessory dwelling unit on the second floor.

Phasing: Single Phase

Architecture: This plan proposes two buildings. A 2.5-story primary structure and a 2-story carriage house

Professional Building

The primary structure is a two-and-a-half-story mixed-use building designed as a Main Street Building, located at the front of the property. The Professional Building will have a primary entrance that addresses May River Road. The primary building will host small retail or personal service businesses on the ground floor, while the upper levels will house residential units, creating a vibrant community hub.

The proposed professional building has a footprint of 1,944 sf (not including colonnades), has a total area of 5,259 sf, and is sized according to Section 5.15.8.A for a Main Street Building. The Professional building is consistent with the height, footprint, and size range of the Center Hall House (the largest residential building type allowed). The proposed Professional Building is also consistent with the specifications of the Additional Building Types for build-to line, lot width, setbacks, and height.

Carriage House

The accessory structure is a two-story building, located at the rear of the lot, designed to meet the carriage house building type standards (Section 5.15.8.F). The Carriage House will provide opportunity for professional services on the ground floor and an accessory dwelling unit on the second floor.

Architecture Review

The architecture for both buildings was reviewed by the HPRC on 5/27/2025. The Committee worked through detailing of the building with the Architect, Chris Epps. No comments regarding residential scale were made by the Committee at that meeting. A transcript of the meeting can be provided upon request.

Architectural Context

The architecture of the two proposed structures is consistent with the use, zoning, scale, and details of the buildings on the adjacent Palmetto Square Development, which is visible from May River Road / Highway 46. It is also very similar height of the newly constructed Ma Daisy's Porch.

Site Components:

- **Access Easement:** An easement access for utility connections and vehicular access will be legally drawn up with the adjacent parcel.

- **Buffer:** There are no required buffers for the proposed site development
- **Setbacks:** Based on the proposed site development and zoning type, For the Main Street Building and Additional Building types, a 10' – 20' build to zone at the front. There is a 10' side setback. The Carriage House has a 5' side and rear setback. Setbacks are shown on the plan provided.
- **Open Space:** The required open space is 20%. The proposed plan provides 40% open space, twice the required open space. Open space includes landscape areas, and does not include parking, sidewalks, or building. Open space exhibit provided within the landscape plans.
- **Impervious:** The current impervious surface is asphalt and is 5,612sf or 35.9% of the site. Of the existing impervious surface, 3,932 sf is to be removed, the remaining 1,682 sf will remain. The proposed site plan includes a total of 7,252 sf of impervious surface, which is 49.0%.
- **Vehicular Access:** The property will be accessed from May River Road via a drive aisle on the adjacent property at the Texaco site. The property owners will provide an easement agreement for the Final Development Plan submittal. The property is accessible to a single unit truck (dump truck), fire truck, as well as passenger vehicles. See the exhibit within the Civil Engineering Plan set to see turning radius.
- **Parking:** Our plan includes thoughtfully designed parking areas that will accommodate the needs of both the commercial and residential components on site, ensuring convenience for all users. Parking spaces are perpendicular spaces, 9' wide x 18' deep with a 22' wide drive aisle. There will be one accessible parking space. Parking spaces are pervious paving with a concrete flush ribbon curb. Wheel stops are provided to protect adjacent landscaping and pedestrians. In addition to vehicular parking, bike parking has been provided on site in a manner consistent with the UDO. Signage will be utilized to designate hours for residential parking demands for peak times. Given the size of the units, they are likely to be occupied by a single occupant and thus have less parking demand than will be provided. This will provide additional parking opportunities to be shared with the adjacent Texaco site.
- **Waste Management:** Trash is provided by roll away waste receptacles that will be stored in a manner so as to be concealed from view from May River Road.
- **Planting Enhancements:** The plan offers 8' wide foundation plantings for both buildings, screening service areas and trees for the parking area.
- **Tree Coverage:** The site has 3 trees, a 6 inch magnolia, 10 inch live oak, and 14 inch live oaks. The trees are considered protected; there are no significant trees on site. Due to location and site development requirements, the magnolia and the 10 inch live oak will need to be removed. The parking spaces were adjusted to preserve the 14 inch live oak. Tree replacement required for the removal of the aforementioned tree is one tree for each tree removed. Three live oaks are proposed on site. Between the existing live oak and proposed live oaks, the mature tree canopy will provide 95% coverage, exceeding the required 75% tree coverage.

- **Stormwater Management & Drainage:** Stormwater management for the proposed development will be satisfied through the use of pervious paver parking spaces and a centrally located bioretention cell. All flow will outfall into an existing onsite catch basin to the SCDOT r/w system along May River Road (SC 46). Runoff from the site discharges to Huger Cover through the SCDOT network before ultimately reaching the May River. A geotechnical report will be provided at the time of watershed submittal to justify the selected infiltration practices
- **Utilities:** It is our understanding that the site can be supplied with adequate utilities. Existing utility connections will be utilized for water, sewer, telecommunications, and electric. It is assumed the mixed-use structures will require sprinkler systems for fire protection. Final routing of fire protection will be provided at time of Final DRC.
- **Construction Traffic:** All construction traffic will enter and exit the site through the existing western curb cut. All pedestrian walkways will remain open at all times during construction.
- **Signage:** Signage to be permitted separately, not included in submittal package for review.
- **UDO Conformance:** This project will conform with the Town of Bluffton Unified Development Ordinance.

Historic Preservation Review Committee:

The architecture for both the Professional Building and the Carriage House were reviewed by the Historic Preservation Review Committee on May 27, 2025. The Committee reviewed comments provided. There was no vote on the proposed design, but details of the design and the comments provided were discussed. The committee raised no issue regarding the residential scale of the building.

Planning Commission Review Criteria:

1. Section 3.10.3.A.1. Conformance with the applicable provisions provided in Article 5, Design Standards
The proposed site improvements conform with the applicable provisions provided in Article 5, Design Standards.
2. Section 3.10.3.A.2. The proposed development shall be in conformance with any approved Development Agreement, PUD Concept Plan, PUD Master Plan, Subdivision Plan, or any other agreements or plans that are applicable.
Th proposed development is not within any PUD, Development Agreement, or Subdivision Plan.
3. Section 3.10.3.A.3. If the proposed development is associated with a previously approved Master Plan, then the traffic and access plans shall adhere to the previously approved traffic impact analysis or assessment, where applicable. If an application is not associated with a previously approved PUD Master Plan, then a traffic impact analysis shall be required at final development plan submittal.
The proposed development is not within any approved Master Plan.
4. Section 3.10.3.A.4. The proposed development must be able to be served by adequate public services, including, but not limited to, water, sanitary sewer, roads, police, fire, and school services. For developments that have the potential for significant impact on infrastructure and services, the applicant shall be required to provide an analysis and mitigation of the impact on transportation, utilities, and community services.

The applicant is seeking an encroachment permit with SCDOT. Letters from the agencies providing public services will be provided at time of Final Development Plan submittal per the Applications Manual.

5. Section 3.10.3.A.5. The phasing plan, if applicable, is logical and is designed in a manner that allows each phase to fully function independently regarding services, utilities, circulation, facilities, and open space, irrespective of the completion of other proposed phases.

The project is proposed to be completed in a single phase.

6. Section 3.10.3.A.6. The application must comply with the applicable requirements in the Applications Manual.

The application submittal documents meet the requirements of the Applications Manual.

Conclusion:

This conceptual site plan represents a significant step forward in enhancing the functionality, appeal and vibrancy of our community and May River Road. This site provides for the critical housing and economic needs of the community. The proposed site plan and architecture are consistent with the detailing and scale of the building types prescribed in the UDO and are also consistent with the architectural details and scale of the nearby commercial buildings in the same zoning and constructed within the past few years under the current UDO.

Documents Included:

1. Narrative – above
2. Photos of the site – attached
3. Photos of Adjacent Commercial Developments - attached
4. Landscape Plan – J.K. Tiller Associates, Inc., dated 07/30/2025
5. As-Built Tree and Topography Survey – T Square Surveying, dated 09/11/2024
6. Drainage Plan – Sturre Engineering, Inc., dated 07/30/2025
7. SOLOCO Compliance Calculator for Town of Bluffton – Sturre Engineering, Inc.
8. DRC Comments Response
9. BJWSA Letter
10. Dominion Energy Letter

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