



MEMORANDUM

TO: Planning Commissioners
FROM: Katie Peterson, AICP, Senior Planner
RE: Review of Revised Plans for COFA-03-24-019062
DATE: 7/24/2024
CC: Kevin Icard, AICP, Director of Growth Management

BACKGROUND - On June 26, 2024, the Town of Bluffton Planning Commission heard COFA-03-24-019062, a Certificate of Appropriateness request to permit the landscape, lighting and architecture of two, two-story buildings totaling approximately 109,398 SF of climate-controlled self-storage space, zoned Jones Estate PUD, totaling 3.21 acres identified by tax map numbers R610 036 000 0459 0000 and R610 036 000 0458 0000, located at the northeast corner of the Caine Drive and Estate Drive intersection, west of Gibbet Road, which fronts on SC Hwy 170.

The Planning Commission tabled the item, as the review criteria had not yet been addressed.

In response to the Planning Commission's request, the Applicant provided revised drawings. Upon review of the resubmitted documents, Town Staff has identified in underlined red the items which either administratively should carry forward (Items 7 & 8) with an approval or have not yet been completed/addressed or need Planning Commission determination (Item 5 and 6).

1. Confirmation that the units will not be visible beyond the parapet and acknowledgement that should they be installed during construction and be visible beyond the parapet height it will result in the failure of HCOD inspections and potentially halt construction until it is corrected. Carrier information has been provided and shown on the elevations.
2. Revise Landscape Plan to address Stormwater comments from DRC. Revisions have been made and will need to be reflected in the Development Plan as well.
3. Clarify bioretention cell materials and revise all documents to be consistent. Revisions have been made.
4. Relocate trees blocking pedestrian egress as indicated in Fire Department Comments found in the DRC comments. Trees have been relocated.
5. A determination on the appropriateness of the use of LED lighting as a substitute for those listed in Section 5.15.11. of the BZDSO must be made.
6. A letter of approval from the Atlantic States Management, Inc. confirming compliance with the Palmetto Pointe Business Park ARB must be provided. The letter has been provided.
7. All comments provided by the DRC and Planning Commission for the Development Plan must be addressed to be compliant with this COA-HCOD

approval and should this plan be changed based on the requirements of the Development Plan Review, a New Certificate of Appropriateness may be required.

8. Per the Applications Manual, a Town of Bluffton Sign Permit must be submitted for review and approval separate of this approval.

PLANNING COMMISSION ACTIONS: As granted by the powers and duties set forth in Section 2.2.6.C.6. of the Unified Development Ordinance (UDO), the Planning Commission has the authority to take the following actions with respect to this application:

9. Approve the application as submitted by the Applicant;
10. Approve the application with conditions; or
11. Deny the application as submitted by the Applicant.

STAFF RECOMMENDATION: It is the charge of the Planning Commission 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.C.

Town Staff requests that the Planning Commission consider the requirements of Section 3.17.3. of the Unified Development Ordinance as they review the application.

ATTACHMENTS:

1. Resubmittal Documents
2. June 26, 2024 Packet