

The Red Dot, also known as the Francis Coburn Liquor Store (or J.F. Coburn Package Store), located at 1282 May River Road, was designated as a Contributing Resource to the Old Town Bluffton Historic District in 2008. Identified as site no. 046-0105, it was first surveyed as part of the *Historical Architectural Resource Survey Report* (2001) and later surveyed as part of the *Survey of Historic Properties* (2008) and the *Town of Bluffton Historic Resources Update* (2019). Constructed around 1920 as a gas station for W.M. Simmons, the property was sold at auction in 1944 to Francis Coburn, Jr., who operated a liquor store there from 1949 until 1995. The property has been vacant since.

The property was sold in 2021 and on June 9, 2022, Town Staff approved a Site Feature-HD (SFHD-06-22-1738) for structural repairs and exterior renovations for the Contributing Resource known as the "Red Dot." Structural repairs included removing and replacing the roof, replacing inadequate structural roof elements, restoration of the wrought iron porte cochère columns, including repairing the brick plinths, replacing the missing façade window, and exterior painting, including the iconic "red dots" on the brick plinths. The work was completed around September 2023. The owners are planning additional work, which will require a Certificate of Appropriateness-HD.

*Prepared by Glen Umberger, Historic Preservationist
October 16, 2023*

The Resource, commonly known as the "Guscio House" was located at 75 Bridge Street (formerly no. 4 Huger Cove), was first surveyed in 2001, and identified as site no. 046-5005. According to the owners at the time, the "building was saved from demolition and moved in 1986 from its original location [at the corner of Bridge and Thomas Heyward streets]. It was resurveyed as part of the *Survey of Historic Properties* (2008), identified as site no. 046-0055 and was designated as a Contributing Resource to the Old Town Bluffton Historic District in 2008.

On December 5, 2018, the Historic Preservation Commission (HPC) heard an Application to remove 75 Bridge Street from the list of Contributing Resources since the owners contended that "the building possesses no historical, architectural, cultural, or engineering significance and should not have been placed on the contributing structures list [in 2008]." Additionally, the owners sought to have the building demolished.¹ By a 3-2 vote, the HPC moved to keep the existing structure on the 2008 Historic Resource Survey as a Contributing Structure even though the structure, which had been originally constructed in 1948 and moved to its then-current location in 1986 when it was placed on a new raised pier foundation.² In spite of an arguable loss of historic integrity, a conditions assessment, dated February 27, 2019 was prepared by Brockington Cultural Resources Consulting and found that the resource met some, but not all of the criteria (then in effect) to be listed as contributing resource to the Old Town Bluffton Historic District.³

On March 12, 2019, Town Council considered the Approval of a Resolution to Approve the Removal of [75 Bridge Street] from the List of Contributing Structures.⁴ Town Council found that under criteria set forth in UDO §3.25.3., in part, "[t]he structure individually...embodies distinguishing characteristics of an architectural type, style, period, or specimen in architecture...and...[t]he structure represents an established and familiar visual feature of the...Town [of Bluffton]." Accordingly, Town Council passed a Resolution to Disapprove the request to remove the structure from the list and to "retain its Contributing Structure status within the Old Town Bluffton Historic District." The Owners were notified of Town Council's decision with a letter of findings dated March 18, 2019.

In June 2020, a Demolition Permit (DEMO-06-20-1099) was issued, and the Contributing Structure was subsequently demolished. At their regularly scheduled meeting on October 7, 2020, the HPC approved a Certificate of Appropriateness-HD (COFA-07-20-014836) for the owners to construct a new structure at 75 Bridge Street.

¹ See HPC Staff Report dated December 5, 2018.

² Under provisions in the Unified Development Ordinance, only Town Council has the authority to add a Resource to the list of Contributing Resources or remove a Resource from the list of Contributing Resources: the Historic Preservation Commission makes a recommendation to Town Council to take such action. However, in this case, HPC's motion was to "keep the existing structure on the 2008 Historic Resources Survey "the Survey" as a Contributing Structure," which has caused some confusion moving forward. The "Survey" is a set of data, compiled at a particular point in time to reflect the condition of any extant structure, regardless of whether or not said structure is "on the list" of Contributing Resources. Accordingly, removing a Resource from the list of Contributing Resources does not mean that the Survey sheets are destroyed.

³ Brockington, "75 Bridge Street Survey and Historic Assessment," February 27, 2019.

⁴ See Town Council Meeting Minutes, March 12, 2019.

The Resource previously known as "Eggs-n-tricities," formerly the Messex Gas Station and located at 71 Calhoun Street, was first surveyed in 2008 as part of the *Survey of Historic Properties* (identified as site no. 046-0052). It was designated as a Contributing Resource to the Old Town Bluffton Historic District in 2008.

On August 28, 2016, Roberts Vaux, Esq. on behalf of his client, the property owner, formally requested that the structure be removed from the "Town of Bluffton 2008 Survey of Historic Properties Contributing Structures List." The HPC heard this application at their regularly scheduled meeting on November 2, 2016 and found that the owners were never properly notified in 2008 that the structure was being included in the list of Contributing Structures, nevertheless all the information contained in the 2008 *Survey of Historic Properties* was correct. Further, the HPC found that the structure met the minimum requirements to be included on the list, specifically, requirements based on South Carolina Regulations §§12-122 and 12-123 which stated:

Properties fifty or more years old that meet the local governing bodies [*sic*] criteria for designation; and categories of significance, such as architecture, culture, engineering, or history.

In November 2016, there were no procedures and criteria specifically listed in the Unified Development Ordinance (UDO) to remove a structure from the list of Contributing Structures. However, under §3.25.3. of the UDO, there were procedures and ten criteria listed to determine if a structure was "contributing," and accordingly, the HPC and Town Council decided to apply these criteria to determine "if [the] structure should be removed and whether or not the structure no longer possess [*sic*] the qualities of the criteria."¹ The HPC ultimately "adopted the position that they were not opposed to removing the historic designation for the property as it does not possess the qualities that made it eligible for designation...nor did they determine that it met the criteria [in §3.25.3.]"² In a vote of 4-2, HPC formally recommended that Town Council remove the Messex property from the list. At their regularly scheduled meeting on December 13, 2016, Town Council unanimously adopted a Resolution to remove the structure from the contributing structures list with immediate effect.

¹ See "Bluffton Town Council Meeting Minutes" (December 13, 2016), 5.

² *Ibid.*

The Resource known as the Joiner House, located at 9 Bruin Road (formerly 209 Bluffton Road) was surveyed in the *Town of Bluffton Historic Resource Survey* (1994), the *Historic Architectural Resource Survey Report* (2001), the *Town of Bluffton Survey of Historic Properties* (2008), and the *Town of Bluffton Historic Resources Update* (2019), and identified as site no. 046-0107.

On September 26, 2019, Elizabeth B. Mayo, Esq. wrote to the Town of Bluffton on behalf of her clients and then-Owners, the Heirs of Bessie Joinder [*sic*] requesting that the structure be removed from the "Contributing Structure List" citing their belief that "the structure has no historical, architectural, cultural, or engineering significance and should not have been place [*sic*] on the contributing structure list." In addition, according to their structural engineer, CPW Engineering, LLC, the house was "structurally unsound and unfit for occupancy with no inherent extraordinary or significant features." Furthermore, Ms. Mayo opined that "[b]ased on an inspection of the property by a structural engineer in April 2019, it would not be cost-effective to rehabilitate the property and the structures [*sic*] should be demolished."¹ In a letter dated November 12, 2019, Town Staff acknowledged that the Town had received Ms. Mayo's letter and advised her that under Sec. 3.18.3 and 3.18.4. of the Unified Development Ordinance (UDO), "a request to demolish a contributing structure, either in whole or in part, requires the approval of the Historic Preservation Commission" and that "a formal application for a Certificate of Appropriateness must be completed and submitted for review."² On September 11, 2020, Ms. Mayo again wrote to then-Director of Growth Management, Heather Colin, in response to "our meeting on August 6, 2020 regarding inclusion of [the Joiner House] in your committee's upcoming review and recommendations regarding removal from the contributing structures list" and reiterating her arguments set forth in the September 26, 2019 letter.³ No further action was taken at this time.

On May 1, 2021, The Kessler Enterprise, Inc. wrote to the Town of Bluffton Historic Preservation Commission (HPC) notifying them that they were filing an Application for Demolition with the "support and permission" of the Owner, Ms. Dorothy J. Singleton *et al.* for the "dilapidated structure located on [*sic*] 209 Bluffton Road [*sic*]" an Application for a Certificate of Appropriateness-HD was received by the Town on May 21, 2021 (COFA-05-21-015377). Mrs. Singleton provided a handwritten letter in support of the demolition.⁴ That application was heard by the HPC at their regularly scheduled meeting held on September 1, 2021, during which the HPC conditionally approved a Certificate of Appropriateness-HD to allow the demolition of the non-historic (1980s-era), northern portion of the structure but denied the complete demolition of the Contributing Resource, which the HPC found would be detrimental to the integrity of the Old Town Bluffton Historic District and the public interest. The HPC also determined that the 1930s-era (southern) portion of the structure may be relocated to another location, pending the

¹ Mayo letter to Marc Orlando, September 26, 2019.

² Town of Bluffton letter to E. Mayo, November 12, 2019.

³ Mayo letter to Heather Colin, September 11, 2020.

⁴ Singleton letter to Historic Preservation Commission, undated.

approval of an additional Certificate of Appropriateness-HD specifically for relocation of that portion of the structure.⁵ While that COFA-HD was approved with conditions, no further action was taken.

The property, which had been listed for sale sometime prior to May 2021, was sold on March 10, 2022 to the present Owners and a second application for a Certificate of Appropriateness-HD was submitted to the Town on March 11, 2022 (COFA-03-22-016484). On July 6, 2022, the HPC heard a request by Applicant, Pearce Scott Architects, on behalf of the Owners, to approve a Certificate of Appropriateness-HD to allow the renovation of the [original, 1930s-era] 1,248 SF Contributing Resource, known as the Joiner House and to relocate the entire 1,516 SF structure towards the eastern property line of the same parcel identified as 9 Bruin Road. There was an extensive discussion with Town Staff, HPC's legal counsel, the Owner, and a review of additional materials provided by the property Owners prior to and during the meeting, including a discussion about the Town's Historic Preservation Grant, which the Owners indicated that they had no interest in applying for, nor did they need any financial assistance. In the end, the HPC conditionally approved a Certificate of Appropriateness-HD to allow the reconstruction of the Joiner House in a relocated area towards the eastern property line of the same parcel (emphasis added). It should be noted that ultimately, the HPC found that the process of "reconstruction and relocation," for which the UDO does not specifically provide procedures or criteria to evaluate, was an acceptable alternative to the process of "rehabilitation" that had been originally requested by the Applicant, subject to several conditions outlined in the HPC's motion. A preliminary approval letter was issued on July 12, 2022 and a conditional approval letter was subsequently issued on August 5, 2022.⁶

On September 25, 2022, the Owner informed Staff that he intended to apply for a Town of Bluffton Historic Preservation Grant and an application for a grant was submitted, which had been completed incorrectly and needed to be revised before it could be considered; on October 7, 2022, the Owner submitted a revised grant application specifically for foundation repair. Staff reviewed this application and subsequently informed the Owner on October 18 that since a new foundation was being constructed in a different location, this work was not eligible for a preservation grant, but there may be other preservation-related work that could be considered grant eligible, including repair and retention of the historic wood windows, repairs to the roofing material, and reconstruction of the front porch at the new location.

After the "reconstruction and relocation" work began, Staff noticed that exterior siding was being removed from the historic structure and was being stored under a tarpaulin on-site. On Monday, November 7, Staff noted that as of 7:45 a.m. that all exterior siding had been removed. By 11:00 a.m., Staff was notified that the building had been "demolished." After conducting an on-site investigation, Staff determined that the Contributing Resource had been, for all intents and purposes demolished, and that the method of "reconstruction and relocation" that had been presented to, and approved by, the HPD had not been followed.

⁵ Certificate of Appropriateness-HD Approval Letter, dated September 7, 2021.

⁶ Certificate of Appropriateness-HD Approval Letter, dated July 12, 2022; updated August 5, 2022.

On November 18, 2022, Staff had a telephone conversation with the Owner to discuss the conditions of the approved COFA-HD, in particular, the types and amounts of historic materials that had been salvaged from the Contributing Resource for use in the "reconstruction." Staff was informed that various materials had been salvaged and were earmarked for reuse on the new structure.⁷ Staff also informed the Owner that the project was not eligible to receive a Historic Preservation Grant as it did not conform to program requirements; the Owner was officially informed of this decision in a letter dated December 1, 2022.⁸

On May 1, 2023, the Owners (Appellants) filed an Appeal from an Action of the UDO Administrator's decision to fail the Rough-HD inspection associated with Permit RNEW-08-22-2266, as related to non-approved windows associated with COFA-03-22-016484 (ZONE-05-23-017996). The Appeal was heard during the regularly scheduled meeting of the Historic Preservation Commission on June 7, 2023. After a lengthy discussion, the HPC affirmed the UDO Administrator's decision in part given that the windows installed were not the same windows approved by Staff and as specified in the Building Permit, Staff was not provided additional information regarding the windows prior to installation, and Staff did not approve them as required by the COFA-HD. However, the HPC reversed the UDO administrator's decision that the windows that were installed are not indistinguishable from the original windows at an arm's length and windows that were installed do not match the old windows in design and texture. In short, the Appellant was allowed to proceed with the approved Certificate of Appropriateness – HD (COFA-03-22-016484).⁹

On June 8, 2023, Town Staff received an email from the Owners "formally requesting that the Joiner House (9 Bruin Road) be removed from [the list] ... [g]iven that the original structure no longer exists..." Town Staff followed up with an email clarifying the process for the Removal of a Contributing Structure, which was followed by a telephone call and additional emails to outline the application process. The subject Application and Narrative was submitted on June 13. The HPC heard the Application (DCR-06-23-018161) at their regularly scheduled meeting on September 6, 2023, during which the HPC found that the Resource should continue to be protected and a motion that the request to remove the Joiner House from the Contributing Resources Map (the "list") be denied. The motion passed by a 3-2 vote to recommend to Town Council that the Joiner House be retained as a "Contributing Resource."¹⁰

On September 9, 2023, the Owners informed Town Staff via email that they are now seeking to sell the property, and "[g]iven the selling process, we are withdrawing our application to remove the house as a

⁷ G. Umberger email to E. Marks, November 18, 2022, 9:22 AM.

⁸ Town of Bluffton Historic Preservation Grant Denial Letter, December 1, 2022.

⁹ Order on Appeal from Action of UDO Administrator, Historic Preservation Commission, June 7, 2023.

¹⁰ See Historic Preservation Commission Approved Minutes, September 6, 2023 Meeting.

[Contributing Resource] as we evaluate next steps and potential buyers.”¹¹ As of October 5, 2023, the Joiner House remains a Contributing Resource to the Old Town Bluffton Historic District.

*Prepared by Glen Umberger, Historic Preservationist
October 5, 2023*

¹¹ Email from E. Marks to S. Steese, cc: Mayor, Town Council, H. Colin, R. LaBruce, T. Finger, dated September 9, 2023, 10:52A.

The Graves House, located at 85 Calhoun Street, was listed in the National Register of Historic Places as a "contributing" building to the Bluffton Historic District (1996) and has been designated as a Contributing Resource to the Old Town Bluffton Historic District (2008). Identified as site no. 046-0075, it was first surveyed as part of the *Historic Resources Survey* (1994), and later surveyed as part of the *Survey of Historic Properties* (2008) and the *Town of Bluffton Historic Resources Update* (2019). Constructed in 1908 by George Sewell Guilford, a ship carpenter from Portland, Maine who later served as Bluffton's first mayor after the 1903 incorporation. Guilford built the house for his daughter's (Cora Jane Guilford Graves) family.

The Graves house is one of the few original homes in the Old Town Bluffton Historic District that remained in the same family for over 100 years. It was sold in 2012 and under the strict understanding that the house could not be demolished and that it must be restored. The new owners successfully removed the restriction, when on May 2, 2012, the Historic Preservation Commission voted to allow the demolition of the Graves house (COFA-03-12-003854). Bud and Shirley Mingledorff, members of the Bluffton United Methodist Church intervened and provided funding to save the house. In 2016-2017, the house was relocated 16 feet closer to Calhoun Street and set on a new foundation, a rear addition was added, and the historic structure was rehabilitated.

*Prepared by Glen Umberger, Historic Preservationist
October 16, 2023*

Certification Process

Local governments apply for certification through the SHPO. Please consult with SHPO staff prior to submitting an application. To request an application contact Brad Sauls, 803-896-6172.

The requirements for CLGs are outlined in the SC Code of Regulations Chapter 12-101 "Guidelines for Implementation of Certified Local Government (CLG) Program in South Carolina."

South Carolina CLGs

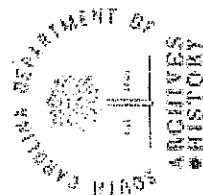
City of Abbeville, City of Aiken, City of Anderson, City of Beaufort, City of Bennettsville, Town of Bluffton, Town of Blythewood, City of Charleston, Town of Cheraw, City of Chester, Town of Chesterfield, City of Clinton, City of Columbia, City of Conway, City of Darlington, City of Dillon, City of Florence, Town of Fort Mill, City of Georgetown, City of Greenville, City of Greenwood, City of Greer, City of Hartsville, Horry County, City of Laurens, Town of Lexington, Town of McEllenerville, Town of McCormick, Town of Mt. Pleasant, City of Rock Hill, City of Seneca, City of Spartanburg, Town of Sullivan's Island, Town of Summerville, City of Sumter, and City of York

For More Information

Phone: 803-896-6172

Email: bsauls@scdah.sc.gov

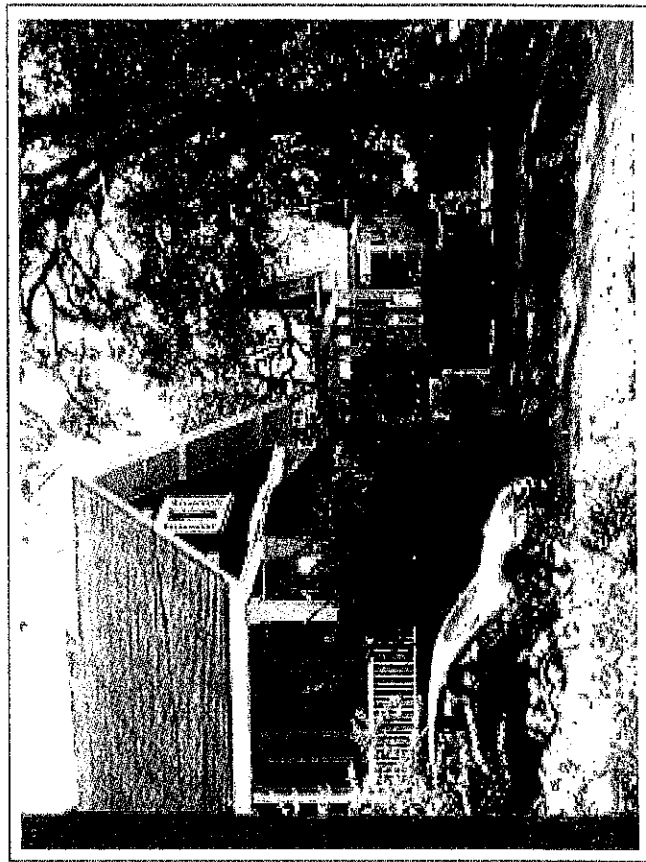
Web: <https://scdah.sc.gov/historic-preservation/programs/local-governments>



State Historic Preservation Office
8501 Parklane Road
Columbia, SC 29225

October 2018

Certified Local Government (CLG) Program in South Carolina: Preservation Through Partnership



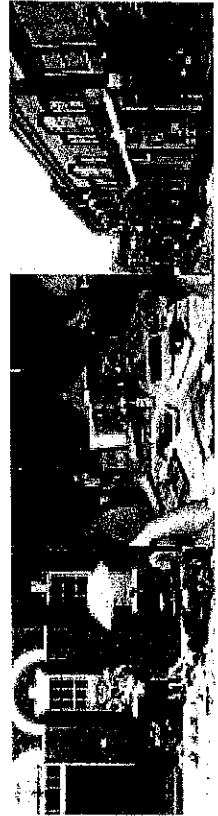
State Historic Preservation Office
South Carolina Department of Archives & History

Overview

The decisions and actions of local governments and individuals often decide the fate of the irreplaceable historic and prehistoric properties that give South Carolina communities their special character and make them better places to live and visit. Historic preservation has proven economic, environmental, and social benefits. Studies show that historic districts maintain higher property values, less population decline, more walkability and greater sense of community. The legal power to protect historic properties rests primarily with local governments, not the state or federal government. S.C. Code of Laws (Section 6-29-870 as amended) allows communities to adopt zoning ordinances to protect their historic and architecturally valuable districts and neighborhoods.

The Certified Local Government program is a federal, state, and local partnership that recognizes local governments that have established preservation programs and that helps communities save the irreplaceable historic character of places. Through the certification process, communities make a local commitment to historic preservation. This commitment is key to America's ability to preserve, protect, and increase awareness of our unique cultural heritage found in the built environment across the country.

The South Carolina State Historic Preservation Office (SHPO) jointly administers the CLG program with the National Park Service (NPS) to facilitate funding, technical assistance, and training for local governments with historic preservation programs. Through local preservation programs, CLGs are better prepared to manage future growth and encourage economic development while protecting the historic and prehistoric resources that are significant to their community, to the state and to the nation.



Benefits

Being a CLG demonstrates your community's commitment to saving what is important from the past for future generations. As a certified community it becomes easy to demonstrate a readiness to take on successful preservation projects, making your community able to compete for new opportunities! CLGs can:

- Apply for federal grant funds set aside just for CLGs. It is ten percent of the state's total federal allocation for preservation. In South Carolina, this usually amounts to a minimum of \$75,000 each year that only CLGs may apply to use. These matching grants can fund a wide variety of projects such as surveys, National Register nominations, design guidelines, educational programs, training, structural assessments, and feasibility studies, as well as for stabilization projects for historic buildings.
- Receive technical help and training for the board of architectural review (BAR) and networking with other CLGs. The annual statewide preservation conference includes sessions for BAR members and staff, and the SHPO has offered competitive scholarships to help pay for CLG staff and board chairs to attend conferences and workshops.
- Participate in statewide preservation planning programs.
- Comment on nominations of historic properties and districts in the community to the National Register of Historic Places before the nominations are considered by the State Review Board.

Requirements for Participation

Local governments interested in joining the CLG program need to:

- Enforce appropriate state or local legislation for the designation and protection of historic properties. This means passage of a historic preservation ordinance that meets state guidelines for CLGs.
- Establish an adequate and qualified historic preservation commission by state or local legislation.
- Maintain a system for the survey and inventory of historic properties.
- Encourage public participation in the local historic preservation program, including the process of recommending properties for nomination to the National Register.



Clock tower in Spokane, Washington.

What is a Certified Local Government?

Across the nation, thousands of diverse communities have taken action to preserve their unique historic character. The Certified Local Government (CLG) Program is the official preservation partnership connecting local, state, and Federal governments to help communities save their irreplaceable historic resources. Through the certification process, communities make a local commitment to historic preservation. This commitment is key to America's ability to preserve, protect, and increase awareness of our unique cultural heritage across the country.

This national initiative provides valuable technical assistance and funding to local governments seeking to preserve what is special about their community. Annually the U.S. Congress appropriates funds from the Historic Preservation Fund to support preservation at the State, Tribal, and Local level. The National Park Service (NPS) and the State Historic Preservation Offices (SHPO) administer funds in each state and distribute those allocated to CLGs.

The CLG Program has helped to build preservation support at the local level where hands-on protection of local resources occurs. Because local planning office staff often play key roles in CLG projects, the thread of historic preservation becomes woven into the fabric of local land-use policy. Strong preservation partnerships have been forged among the local, state, and national networks.

Today, CLG grants from the Historic Preservation Fund support a wide range of projects, including building rehabilitation and feasibility studies, design guidelines and conservation district ordinances, and many kinds of public preservation education.



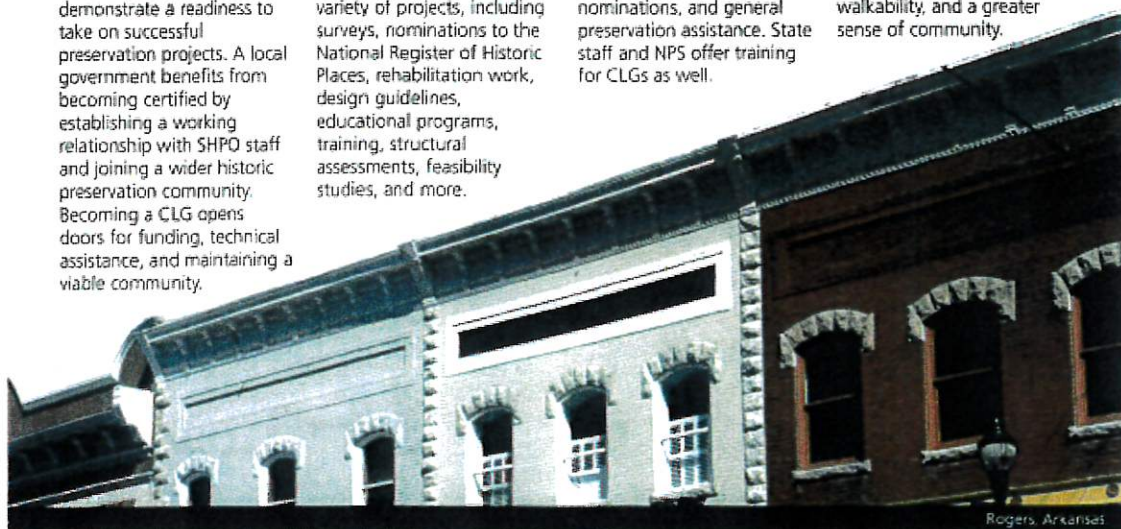
CLG funded Window rehabilitation training in Kalamazoo, Michigan.

Being a CLG demonstrates a community's commitment to saving what is important from the past for future generations. As a certified community, it becomes easy to demonstrate a readiness to take on successful preservation projects. A local government benefits from becoming certified by establishing a working relationship with SHPO staff and joining a wider historic preservation community. Becoming a CLG opens doors for funding, technical assistance, and maintaining a viable community.

Funding
States receive annual appropriations from the Historic Preservation Fund and are required to give at least 10% of their funding to CLGs as subgrants. These grants can fund a wide variety of projects, including surveys, nominations to the National Register of Historic Places, rehabilitation work, design guidelines, educational programs, training, structural assessments, feasibility studies, and more.

Technical Assistance
As a CLG, a community has direct access to SHPO staff through a designated CLG coordinator. CLGs receive assistance with their commission, building assessments, surveys, and nominations, and general preservation assistance. State staff and NPS offer training for CLGs as well.

Viable Community
Historic preservation has proven economic, environmental, and social benefits. Studies show that historic districts have higher property values, less population decline, more walkability, and a greater sense of community.



Rogers, Arkansas

S.C. Code Regs. § 12-101

Section 12-101 - Criteria for Participation in South Carolina's Certified Local Government (CLG) Program

The National Historic Preservation Act as amended contains five broad standards which local governments must meet to be certified as participants in the National Historic Preservation Program. The law states that "Any local government shall be certified to participate under the provisions of this section (101(c)(1)) if the applicable State Historic Preservation Officer, and the Secretary (of the United States Department of the Interior), certifies that the local government: (A) enforces appropriate State or local legislation for the designation and protection of historic properties; (B) has established an adequate and qualified historic preservation review commission by State or local legislation; (C) maintains a system for the survey and inventory of historic properties ...; (D) provides for adequate public participation in the local historic preservation program, including the process of recommending properties for nomination to the National Register; and (E) satisfactorily performs the responsibilities delegated to it under this Act." The Act goes on to define "designation" and "protection" (Section 101(c)(4)), provide direction for funding CLGs (Section 103(c)) and define local commission and other historic preservation terms (Section 301).

Local governments in South Carolina that want to become certified local governments must satisfy these federal standards. The role and responsibilities of CLGs are further defined and expanded below to explain the specific standards a local government should fulfill to be certified in South Carolina.

A. Enforces Appropriate State or Local Legislation for the Designation and Protection of Historic Properties

- (1) The local government must set forth criteria and processes for designating districts and landmarks of historic and/or pre-historic significance.
- (2) The local government shall adopt a historic preservation ordinance, the purpose of which is clearly stated.
- (3) The ordinance must define the authority by which its provisions are carried out.
- (4) The ordinance must clearly delineate the jurisdiction of the design review committee.
- (5) The ordinance must set forth processes for designating districts and landmarks of historic and/or pre-historic significance.
- (6) The ordinance must set forth criteria and processes for the review and approval or disapproval of:
 - (a) alteration, demolition, and relocation of designated landmarks,
 - (b) the alteration of designated sites,
 - (c) the construction of new structures within designated districts, and

- (a) The commission shall endeavor to educate the community about their own historic resources.
- (b) The commission shall have authority specified in the ordinance to review and render decisions on all proposed alterations, relocations, demolitions, and new construction affecting designated historic preservation conservation areas or individually designated local landmarks.
- (c) The commission shall have the first review and evaluation of all proposed National Register nominations within its jurisdiction if the commission chooses to comment. The chief elected local official shall forward all National Register nominations to the SHPO with their and the commission's recommendations for consideration by the State Board of Review.
- (d) When the commission considers actions, including National Register nominations, which require evaluation by a professional in a specific discipline and that discipline is not represented on the commission, the commission shall seek expertise in this area (for example, an archaeological site).
- (7) The CLG shall submit to the SHPO an annual report of commission activities. The annual report form will include the number of cases reviewed, disposition of cases, new local designations, commission appointments, new or revised resumes, minutes or a synopsis of the minutes, and local preservation plans and projects.
- (8) The Commission shall adopt By-Laws and Rules of Procedure.
- (9) In all deliberations, any member of the commission who has a direct or indirect financial interest in any property which is the subject matter of, or affected by, a decision of the Commission shall be disqualified from participating in the discussion, decision, or proceedings of the Board relating to that property.
- (10) The SHPO may, by mutual written agreement with the local government, arrange other preservation projects with the certified local government historic preservation commission or other local groups.

C. Maintain A System for the Survey and Inventory of Historic Properties

- (1) The CLG shall carry out its responsibilities for survey and inventory as follows:
 - (a) coordinate with the SHPO to identify and record historic and pre-historic properties within its jurisdiction based on priorities set by the CLG; and
 - (b) maintain an inventory of the designated districts, sites, and structures within the jurisdiction established by the ordinance with a periodic evaluation of the inventory and revisions as certificates of appropriateness are issued.
- (2) The CLG shall make the local inventory records accessible to the public, except when knowledge of certain properties, such as archaeological site locations, may constitute a threat to their preservation. In such cases, inventory information may be restricted.



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2 Administration

3 Application Process

4 Zoning Districts

5 Standards

6 Sustainable Development Incentives

7 Nonconformities

8 Penalties & Enforcement

9 Regulations & Interpretation

3.25 Designation of Contributing Resources

3.25.1 Intent

This Section is intended to provide procedures and criteria to facilitate designation of Contributing Resources within Old Town Bluffton Historic District.

3.25.2 Applicability

Applications to designate Contributing Resources to the Old Town Bluffton Historic District may be initiated by the property owner, UDO Administrator, Historic Preservation Commission or Town Council. When the applicant is not the property owner, written consent of the property owner is required at time of application.

3.25.3 Application Review Criteria

- A. Except as provided elsewhere in this Section, any resource that is at least 50 years old and retains integrity of location, design, setting, materials, workmanship, feeling, and association may be considered for a Contributing Resource designation by Town Council upon a recommendation of the Historic Preservation Commission. At least one of the following criteria must be present:
 1. The resource is associated with events that have made a significant contribution to the broad patterns of our history;
 2. The resource is associated with the lives of persons significant in our past;
 3. The resource embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction; or
 4. The resource has yielded, or is likely to yield, information important in prehistory or history.
- B. Resources of Exceptional Importance.

Any resource that is less than 50 years old may be designated as a Contributing Resource by Town Council, upon a recommendation of the Historic Preservation Commission, if the resource is of 'exceptional importance.' In consideration of the designation, the Historic Preservation Commission and Town Council shall consider the following:

 1. Significance of the resource in history, architecture, archeology, engineering, or culture when evaluated within the historic context of the Town, State or Nation;
 2. Integrity of location, design, setting, materials, workmanship, feeling and association of the resource, as applicable; and,
 3. Compliance with Criterion G, as provided in the *National Register Bulletin: How to Apply the National Register Criteria for Evaluation*, as amended.
- C. The application must comply with applicable requirements in the *Applications Manual*



CHAPTER 4:

BUILDING AND HISTORIC DESIGN REQUIREMENTS

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Recessed Garage



Prominent Garage

- D. Attached garages for more than two (2) cars should not, wherever possible, face the primary street. Such garages on corner lots may face the non-fronting street.



Side-loaded Three-Car Garage



Front-loaded Three-Car Garage

- E. Multiple-car garages on the front façade of any single-family attached or multi-family dwelling unit should utilize separated individual doors.



Facade with Recesses & Projections

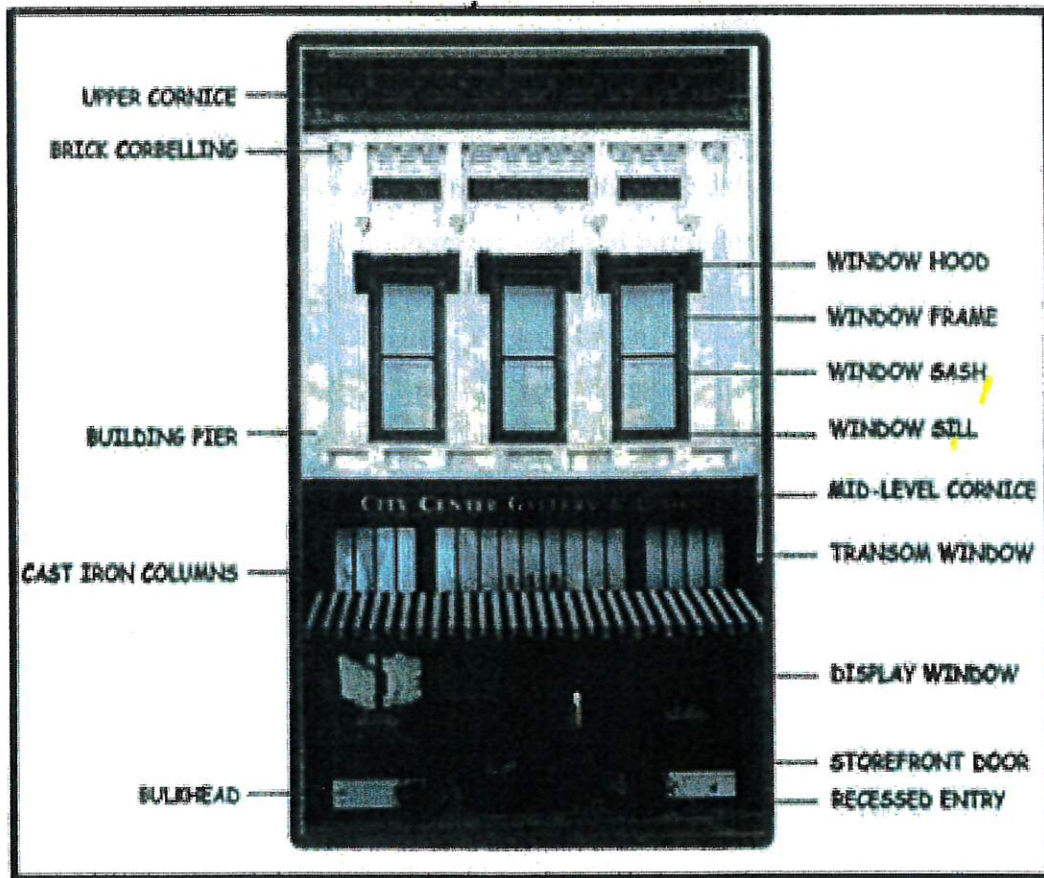


Facade without Recesses & Projections

- C. When used, awnings should be placed at the top of window or doorway openings, and should not extend beyond such openings. No awning shall extend more than the width of the sidewalk or 10 feet, whichever is less. Awnings shall be self-supporting from the wall. No supports should rest on or interfere with the use of pedestrian walkways or streets. In no case, shall any awning extend beyond the street curb or interfere with street trees or public utilities.

10. Occasional window hoods
11. Masonry wall
12. Corbelling
13. Upper Cornice

FIG. 4.1: FACADE ELEMENTS



- E. Do not apply theme designs that alter the original character or architectural style such as coach lanterns to make the building look more Colonial, mansard designs to make the building more Victorian, the use of wood shakes to make it look more 'arts and crafts', or anything that cannot be documented historically.
- F. Adding more elaborate ornamentation than was originally found on the building façade is typically inappropriate as it renders a false history to the building.

- F. Awning color should be coordinated with the color scheme of the building. Solid color awnings should be used on building with intricate and abundant architectural detailing, while striped awnings may be utilized on simpler buildings to introduce color and vitality to an otherwise 'plain' building.
- G. Backlit awnings are not appropriate.
- H. The traditional canvas, slanted awnings were traditionally used in Historic Overlay commercial areas and are most appropriate for older storefronts.

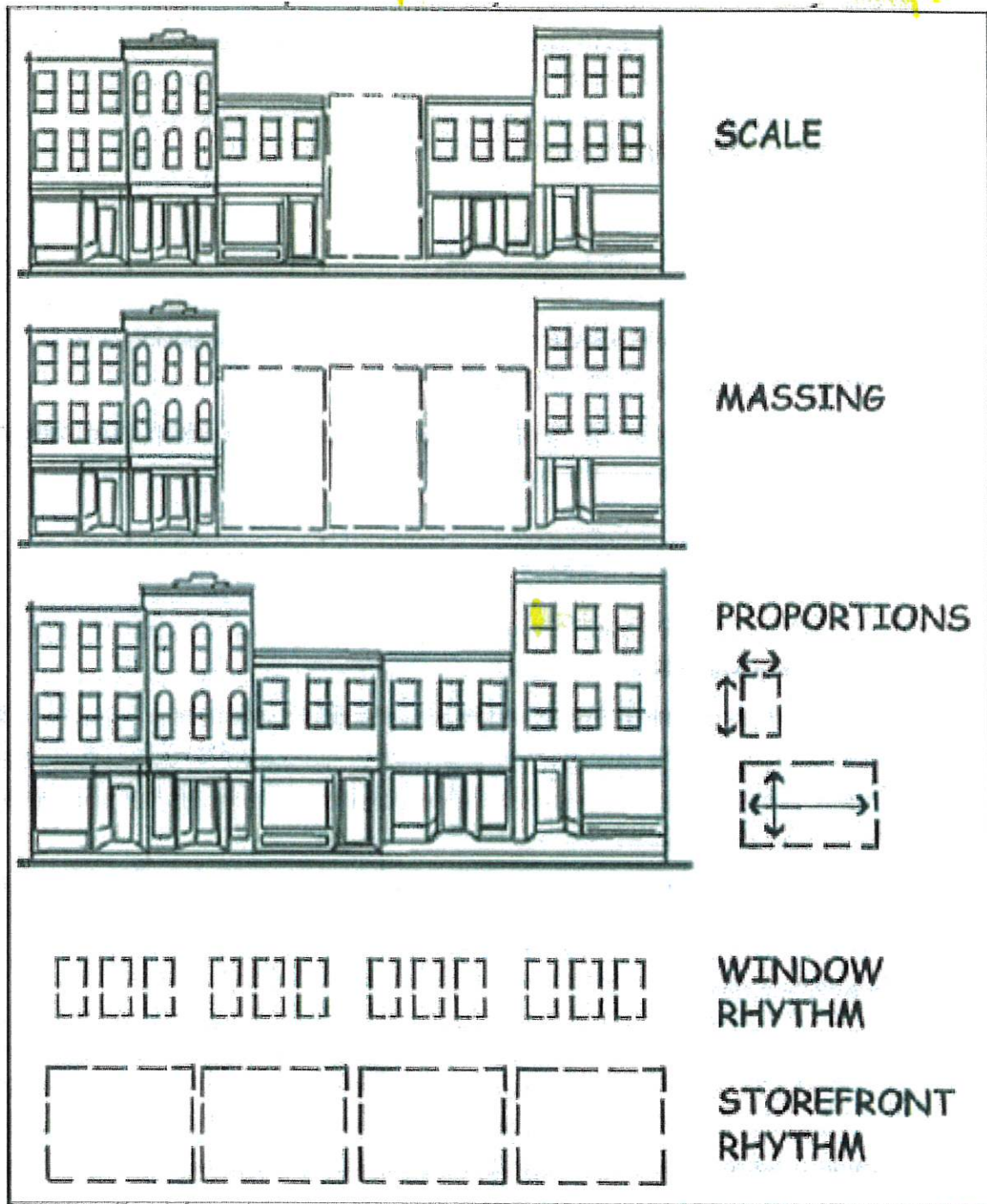
4.7.3.6 Replacement of Unavailable Components

- A. Sometimes traditional construction materials cannot be replaced or matched.
- B. Care should be taken to match the original pattern, thickness, color, and texture as closely as possible with available materials.
- C. Repair deteriorated primary building materials by patching, piecing-in, consolidating or otherwise reinforcing the material.
- D. Avoid removing damaged materials when they can be repaired.

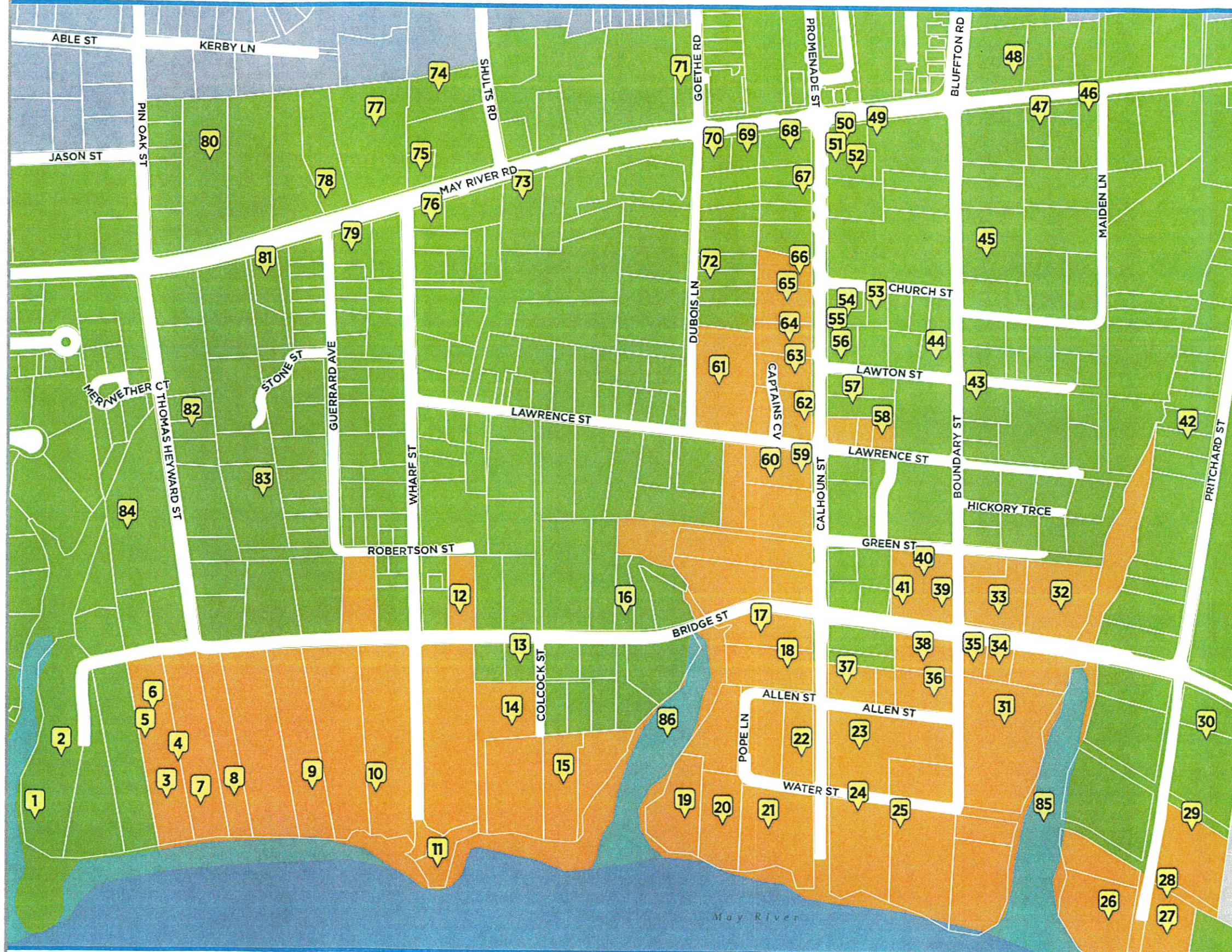
4.7.3.7 Removal of Inconsistent Elements

- A. Preserve the original façade materials whenever possible and avoid concealing original façade materials.
- B. Avoid the use of materials that are not visually compatible with the original façade, such as shiny metals, mirror glass, plastic panels, and vinyl windows or doors.
- C. Remove metal slip covers when they conceal the original architecture beneath and prevent the horizontal alignment of building elements with adjacent buildings.
- D. Whenever possible, remove any material that conceals traditional façade elements and repair, restore, or replace in a manner that is sympathetic to the style and history of the building.
- E. As brick was the predominant material used in the façade structure of the downtown buildings, avoid covering or replacing the brick with more modern materials.
- F. Vinyl clad windows and doors may be allowed provided they are detailed in a manner that causes them to appear similar to the original.

FIG. 4.3: SCALE, MASSING, PROPORTIONS, RHYTHM



Contributing Resources



Legend

- Contributing Resources (86)
- Bluffton National Register Historic District
- Old Town Bluffton Historic District
- Town Boundary
- Beaufort County
- May River
- Marsh

0 250 500 1,000 Feet

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Map Prepared By:
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Number	Resource Name	Address
1	Lowden Home	137 Bridge St
2	Lowden Gatehouse	137 Bridge St
3	Guerrard's Bluff / Mercer House	127 Bridge St
4	Guerrard's Bluff Cottage	127 Bridge St
5	Guerrard's Bluff Barn	127 Bridge St
6	Guerrard's Bluff / Cook's Cottage	127 Bridge St
7	Hancock Long House	123 Bridge St
8	Hope House	121 Bridge St
9	Tyson-Derst Cottage	113 Bridge St
10	Garvin-Garvey House	101 Bridge St
11	Oyster Factory Site	75 Wharf St
12	Orange Cottage	92 Bridge St
13	40 Colcock Street	40 Colcock St
14	Colcock Teel House	46 Colcock St
15	Cedar Bluff	53 Colcock St
16	Sarah Riley Hooks Cottage	76 Bridge St
17	Fripp-Lowden House	80 Calhoun St
18	Seven Oaks	82 Calhoun St
19	Lawrence Lee Home	2 Water St
20	Huger Gordon House	6 Water St
21	Church of the Cross	110 Calhoun St
22	Allen-Lockwood House	94 Calhoun St
23	Bluffton United Methodist Church	101 Calhoun St
24	Squire Pope Carriage House	111 Calhoun St
25	Whitney Cottage	10 Water St
26	The Bluff	130 Pritchard St
27	Pritchard House	131 Pritchard St
28	Pritchard Street Cottage	131 Pritchard St
29	115-A Pritchard Street	115-A Pritchard St
30	St. John's Baptist Church	103 Pritchard St
31	Pine House	95 Boundary St
32	Card House	34 Bridge St
33	Fripp House	48 Bridge St
34	Bluffton Post Office	41 Bridge St
35	The Rate	45 Bridge St
36	Cantrell House	84 Boundary St
37	Graves House	85 Calhoun St
38	Guilford House	82 Boundary St
39	Heyward House	70 Boundary St
40	Heyward House - Slave Quarters	70 Boundary St
41	Heyward House - Summer Kitchen	70 Boundary St
42	Old School House	60 Pritchard St
43	Board and Batten House	43 Boundary St
44	38 Boundary Street	38 Boundary St
45	Campbell Chapel AME Church	23 Boundary St
46	Simmons-Joiner House	12 Bruin Rd
47	Old Bruin Cottage	6 Bruin Rd
48	Joiner House	9 Bruin Rd
49	The Praise House	1300 May River Rd
50	Cordray House	1 Calhoun St
51	Robert Bruin Cottage	5 Calhoun St
52	Baldy Bruin's Store	5A Calhoun St
53	Bluffton Tabernacle	10 Church St
54	Pluff Mudd Art	27 Calhoun St
55	37 Calhoun St	37 Calhoun St
56	Calhoun Street Café	3 Lawton St
57	Fishbone Gallery and Gifts	45 Calhoun St
58	Beech House	65 Lawrence St
59	Peeples' Store	56 Calhoun St
60	Peeples' Barn	56 Calhoun St
61	John A. Seabrook House	47 Lawrence St
62	Mulligan House	44 Calhoun St
63	Carson Cottage	38 Calhoun St
64	D. Hasell Heyward Sr. House	32 Calhoun St
65	Patz Brothers' House	26 Calhoun St
66	Planters Mercantile Building	20 Calhoun St
67	12 Calhoun Street	12 Calhoun St
68	Martin Alston's Store	4 Calhoun St
69	Coburn House	1288 May River Rd
70	Coburn Liquor Store / Red Dot	1282 May River Rd
71	Bruin House	1281 May River Rd
72	Ed and Lize Johnson Home	15 Dubois Ln
73	Nathaniel Brown's Cottage	1268 May River Rd
74	7 Shults Road	7 Shults Rd
75	Bluffton Health Center	1261 May River Rd
76	Corinne Heyward Home	3 Wharf St
77	Deer Tongue Warehouse	1257 May River Rd
78	Williams Cottage	1253 May River Rd Unit-A
79	Hugh O'Quinn Cottage	1256 May River Rd
80	1233 May River Rd	1233 May River Rd
81	Cogwell Cottage	1244 May River Rd
82	Abraham Gadsden House	358 Thomas Heyward St
83	48 Guerrard Avenue	48 Guerrard Ave
84	Nellie and Leroy Brown Cottage	34A Thomas Heyward St
85	Heyward Cove	
86	Huger Cove	