

# TOWN COUNCIL

## STAFF REPORT



<b>MEETING DATE:</b>	September 9, 2025
<b>PROJECT:</b>	Consideration of the Approval of a Three-Party Agreement between Buckwalter Association Inc., Beaufort County, and the Town of Bluffton to Construct the Connector Road between Buckwalter Place and Washington Square
<b>PROJECT MANAGER:</b>	Heather Colin, AICP, Assistant Town Manager

**REQUEST:** Request Town Council's approval to authorized the Town Manager to execute a three-party agreement between Buckwalter Association Inc., Beaufort County and the Town of Bluffton to construction the connector road between Buckwalter Place and Washington Square as shown on the attachments.

**BACKGROUND:** The Buckwalter Place Initial Master Plan (Attachment 1, Exhibit B), approved in 2007 and last amended in 2019 identifies a future connector road linking Innovation Drive and Discovery Drive to Washington Square. Southeastern Development Associates (SEDA) owns the 25.36 acre parcel and approximately 3 acres of existing roads needed for this project. Washington Square, located north of Buckwalter Place, constructed its portion of the road to the shared property line. The remaining segment within Buckwalter Place remains unbuilt.

This connector road will serve as a critical cross access corridor, reducing traffic on Buckwalter Parkway and will provide an alternate route. The project is included in Beaufort County's Buckwalter Parkway Access Management Plan and therefore is eligible for Transportation Impact Fee funds.

**SUMMARY:** Attachment 1, Agreement for Services and Conveyance of Real Property, is a legal contract with two key elements. The first outlines the work to be performed, who's responsible for the work, timelines and cost-sharing. The second is the conveyance of property which describes the property to be transferred and how it's executed.

SEDA will construct the road segment to complete the cross connection, improving vehicular flow and emergency access. Total cost (Attachment 1, Exhibit E) is estimated at \$654,849.72 with each party (Town, County, SEDA/Buckwalter Associates, Inc) contributing one-third and no more than a 20% overage,  $\$218,283.24 + 20\% = \$261,939.89$ . Upon completion of the road, SEDA will request reimbursement from the Town and County and will then donate the connector road and adjacent existing roads to the Town, allowing the roads to become public infrastructure.

**NEXT STEPS:** Should Town Council approve the Agreement, this will authorize the Town Manager to execute all necessary documents, including acceptance of the right-of-way deed, submitting all required plats and to make any amendments that do not change the project scope or overall cost.

**ATTACHMENTS:**

1. Agreement for Services and Conveyance of Real Property
  - a. Exhibit A – Plat Depicting Roads and Parcel G
  - b. Exhibit B – Buckwalter Place Initial Master Plan
  - c. Exhibit C – Development Permit
  - d. Exhibit D – Wetland Earthwork Plans for Connector Road to Parcel 4
  - e. Exhibit D-1 – Discovery Drive Connector Site Plan
  - f. Exhibit E - Budget
2. Proposed Motion