

Historic Preservation Commission Meeting

Theodore D. Washington Municipal Building, Henry “Emmett” McCracken Jr. Council Chambers, 20
Bridge Street, Bluffton, SC

June 03, 2026

I. CALL TO ORDER

Chairman DePauw called the meeting to order at 6pm.

II. ROLL CALL

PRESENT

Chairman Joe DePauw
Vice Chair Carletha Frazier
Commissioner Jim Hess
Commissioner Tim Probst
Commissioner Debbie Wunder
Commissioner Lisa Sulka
Commissioner Michael Sutcliffe

III. ADOPTION OF MINUTES

1. May 6, 2026 Minutes

Vice Chair Frazier made a motion to approve the minutes as written.

Seconded by Commissioner Probst.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Hess, Commissioner Probst,
Commissioner Wunder, Commissioner Sulka, Commissioner Sutcliffe

All were in favor and motion passed.

IV. PUBLIC COMMENT

V. OLD BUSINESS

VI. NEW BUSINESS

- Certificate of Appropriateness (95 Green Street):** A request by Glenda Mikulak Roberts, Applicant and Owner, for review of a Certificate of Appropriateness-HD to construct a new 1.5-story house of approximately 2,342 SF at 95 Green Street in Old Town Bluffton Historic District and zoned Neighborhood General-HD. (COFA-08-24-019275)(Staff-Charlotte Moore)

Staff presented. The applicant was present. The commissioners discussed the home's height relative to nearby properties and raised concerns about tree preservation, requesting clarification on the site plan's protection measures. They also reviewed the chimney cap visibility, wall section details, shutter consistency between the existing and proposed structures, and the vertical divisions in the door sidelites.

Commissioner Hess made a motion to approve the application with the following conditions:

1. Remove the gate from the utility meter screening fence or, alternatively, provide landscaping to screen the meter.
2. Rotate the chimney cap to not be visible from the street.

3. Provide the source and type of brick proposed to be used for approval by Town staff.
4. Provide a rear elevation door that is wood, metal or metal-clad.
5. Headers on the porches are to be consistent.
6. Band boards on the porches are to be consistent.
7. Remove the vertical divides in the door sidelites.
8. Consistent with UDO Sec. 5.15.6.J., provide the roof material.

and the following was determined to be appropriate:

1. The massing of the middle block

Seconded by Commissioner Sulka.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Hess, Commissioner Probst, Commissioner Wunder, Commissioner Sulka, Commissioner Sutcliffe

All were in favor and the motion passed.

VII. DISCUSSION

1. Historic District Monthly Update. (Staff)

Staff reviewed the monthly report. The Commissioners had no questions.

2. Discussion regarding proposed amendments to non-contributing structures in Old Town Bluffton Historic District. No attachments. (Staff)

Staff discussed the amendments being proposed to the UDO regarding the demolition of non-contributing resources. The commission asked for clarification on what the application process would be.

VIII. ADJOURNMENT

Vice Chair Frazier made a motion to adjourn.

Seconded by Commissioner Sulka.

Voting Yea: Chairman DePauw, Vice Chair Frazier, Commissioner Hess, Commissioner Probst, Commissioner Wunder, Commissioner Sulka, Commissioner Sutcliffe

All were in favor and the motion passed. The meeting adjourned at 6:42pm.