



**TOWN OF BLUFFTON  
PLANNED UNIT DEVELOPMENT (PUD)  
MASTER PLAN APPLICATION**

Growth Management Customer Service Center  
20 Bridge Street  
Bluffton, SC 29910  
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Applicant		Property Owner			
Name:	University Investments, LLC	Name:	University Investments, LLC		
Phone:	(949) 945-4959	Phone:	(949) 945-4959		
Mailing Address:	1278 May River Road, Suite 400 Bluffton, SC 29910	Mailing Address:	1278 May River Road, Suite 400 Bluffton, SC 29910		
E-mail:	jake@reed-commercial.com	E-mail:	jake@reed-commercial.com		
Town Business License # (if applicable):					
Project Information					
Project Name:	Parkway Corners IMP	<input checked="" type="checkbox"/> New	<input type="checkbox"/> Amendment		
Project Location:	Near Bluffton Pkwy and Buckwalter Pkwy	Acreage: 114.55 acres			
PUD Name:	Buckwalter				
Tax Map Number(s):	R610-029-000-0611-0000; R610-029-000-2344-0000; R610-029-000-2343-000; R610-029-000-2487-000 R600-029-000-2410-0000; R600-029-000-0014-0000; R600-029-000-2484-000				
Project Description:	This application is for an Initial Master Plan for the above referenced project located Southwest of the intersection between Bluffton Pkwy and Buckwalter Pkwy. The site is located in the Buckwalter PUD in the the Grande Oaks Commons Land Use Tract and the Buckwalter Commons Land Use Tract.				
Minimum Requirements for Submittal					
<input checked="" type="checkbox"/>	1. Two (2) full sized copies and digital files of the Master Plan.				
<input checked="" type="checkbox"/>	2. Recorded deed and plat showing proof of property ownership.				
<input checked="" type="checkbox"/>	3. Project Narrative describing reason for application and compliance with the criteria in Article 3 of the UDO.				
<input checked="" type="checkbox"/>	4. An Application Review Fee as determined by the Town of Bluffton Master Fee Schedule. Checks made payable to the Town of Bluffton.				
<b>Note:</b>	<b>A Pre-Application Meeting is required prior to Application submittal.</b>				
<b>Disclaimer:</b>	<b>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.</b>				
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>Jake J. Reed</i>	Date:	1/2/2025		
Applicant Signature:	<i>Jake J. Reed</i>	Date:	1/2/2025		
For Office Use					
Application Number:		Date Received:			
Received By:		Date Approved:			



## TOWN OF BLUFFTON PLANNED UNIT DEVELOPMENT (PUD) MASTER PLAN APPLICATION PROCESS NARRATIVE

The following Process Narrative is intended to provide Applicants with an understanding of the respective application process, procedures and Unified Development Ordinance (UDO) requirements for obtaining application approval in the Town of Bluffton. While intended to explain the process, it is not intended to repeal, eliminate or otherwise limit any requirements, regulations or provisions of the Town of Bluffton's Unified Development Ordinance. Compliance with these procedures will minimize delays and assure expeditious application review.

<b>Step 1. Pre-Application Meeting</b>	<b>Applicant &amp; Staff</b>
Prior to the filing of a Planned Unit Development (PUD) Master Plan Application, the Applicant is required to consult with the UDO Administrator or their designee at a Pre-Application Meeting for comments and advice on the appropriate application process and the required procedures, specifications, and applicable standards required by the UDO.	
<b>Step 2. Application Check-In Meeting</b>	<b>Applicant &amp; Staff</b>
Upon receiving input from Staff at the Pre-Application Meeting, the Applicant shall submit the PUD Master Plan Application and required submittal materials during a mandatory Application Check-In Meeting where the UDO Administrator or designee will review the submission for completeness.	
<b>Step 3. Review by UDO Administrator &amp; Development Review Committee</b>	<b>Staff</b>
If the UDO Administrator determines that the PUD Master Plan Application is complete, it shall be forwarded to the Development Review Committee (DRC). The DRC shall review the application and prepare written comments for review with the Applicant.	
<b>Step 4. Development Review Committee Meeting</b>	<b>Applicant &amp; Staff</b>
A public meeting shall be held with the Applicant to review the DRC Staff Report and discuss the application. The Applicant will be directed to address any comments, if any, and resubmit the application materials. If applicable, upon resubmittal, the application materials will be reviewed for compliance with the DRC Staff Report and, if all comments are addressed, the application is placed on the next available Planning Commission (PC) Meeting agenda.	
<b>Step 5. Planning Commission Meeting</b>	<b>Applicant, Staff &amp; Planning Commission</b>
The PC shall review the PUD Master Plan Application for compliance with the criteria and provisions in the UDO. The PC may recommend that Town Council approve, approve with conditions, or deny the application.	
<b>Step 6. Town Council Meeting</b>	<b>Applicant, Staff &amp; Town Council</b>
Town Council shall review the PUD Master Plan Application for compliance with the criteria and provisions in the UDO. Town Council may approve, approve with conditions, table, or deny the application.	
<b>Step 7. PUD Master Plan Approval</b>	<b>Staff</b>
If Town Council approves the PUD Master Plan Application, the UDO Administrator shall issue an approval letter to the Applicant.	