

# PLANNING COMMISSION

## STAFF REPORT

### Department of Growth Management



<b>MEETING DATE:</b>	July 26, 2023
<b>PROJECT:</b>	CarVillage Preliminary Development Plan
<b>APPLICANT:</b>	Dan Keefer of Witmer Jones Keefer, Ltd
<b>PROJECT NUMBER:</b>	DP-08-22-017076
<b>PROJECT MANAGER:</b>	Dan Frazier Principal Planner Department of Growth Management

**REQUEST:** The Applicant, Dan Keefer of Witmer Jones Keefer, Ltd on behalf of the property owner, Charlie and Brown, LLC is requesting approval of a Preliminary Development Plan. The project proposes the construction of a +/-20,000 sq. ft. two-story Clubhouse and 5 buildings divided into +/- 31 high-end garage condominium units (Attachment 1).

**INTRODUCTION:** The property is zoned Village at Verdier Planned Unit Development (PUD) and consists of approximately 5.00 acres, identified by tax map number R610-021-000-0808-0000 and located within the Village at Verdier Master Plan on Highway 170 approximately 1,200 feet south of Seagrass Station Road (Attachments 2 and 3).

**BACKGROUND:** On March 14, 2023, the Town of Bluffton Town Council tabled a request by the applicant and property owner to amend the Village at Verdier Master Plan to replace a previously approved residential road connection between Parcels Y and Z with a gated, emergency access road. Town Council asked that the applicant meet with the Seagrass Station Single-Family Property Owners Association to receive feedback from owners on the request to replace the residential road connection with a gated emergency access road.

On April 27, 2023, the applicant attended a regularly scheduled Seagrass Station Single-Family POA meeting. At the meeting, individual homeowners and POA board members unanimously expressed their approval of the amendment request, further requesting that a pedestrian connection not be made between the internal residential sidewalk and the existing asphalt multi-use trail that parallels SC 170. Town Staff attended this meeting.

On May 9, 2023, the Town of Bluffton Town Council voted to approve the request by the applicant and property owner. The replacement of the road connection with a gated entry aligns with the CarVillage business model of providing controlled access to the proposed clubhouse and high-end garage condominium units (Attachment 4).

A technical memorandum analyzing the traffic impacts of the proposed roadway changes was provided as part of the master plan amendment application (Attachment 5). The finding of the analysis was that "based on the capacity analysis, removing access to Hager

Street will have a minimal impact on the surrounding roadway network”.

Additional information provided by the applicant includes a tree and topographic land survey, existing conditions site photos, a fence plan, and by request from Town Staff, a rear buffer cross section (Attachment 6).

Staff comments on the Preliminary Development Plan were reviewed at the June 21, 2023, Development Review Committee meeting (Attachment 7). The Applicant provided a response to comments on June 28, 2023 (Attachments 8).

**REVIEW CRITERIA & ANALYSIS:** The Planning Commission shall consider the criteria set forth in Section 3.10.3.A of the Unified Development Ordinance in assessing an application for a Preliminary Development Plan. The applicable criteria are provided below followed by Staff Finding(s) based upon review of the application submittals to date.

**1. Section 3.10.3.A.1. Conformance with the applicable provisions provided in Article 5, Design Standards.**

*Finding.* The property lies within the Village at Verdier PUD and therefore is not subject to the Design Standards set forth in Article 5 of the UDO.

**2. Section 3.10.3.A.2. The proposed development shall be in conformance with any approved Development Agreement, PUD Concept Plan, PUD Master Plan, Subdivision Plan, or any other agreements or plans that are applicable.**

*Finding:* The proposed development is in conformance with the Village at Verdier Development Agreement and the Village at Verdier Master Plan.

*Finding:* At the time of Final Development Plan submittal, the Applicant shall provide a letter from the Declarant or the Architectural Standards Committee, if such organization has been established, stating that the design meets the covenants and restrictions of this agreement.

**3. Section 3.10.3.A.3. If the proposed development is associated with a previously approved Master Plan, then the traffic and access plans shall adhere to the previously approved traffic impact analysis or assessment, where applicable. If an application is not associated with a previously approved PUD Master Plan, then a traffic impact analysis shall be required at final development plan submittal.**

*Finding:* A technical memorandum analyzing the traffic impacts of the proposed roadway changes was provided as part of the master plan amendment application. The finding of the analysis was that “based on the capacity analysis, removing access to Hager Street will have a minimal impact on the surrounding roadway network”.

**4. Section 3.10.3.A.4. The proposed development must be able to be served by adequate public services, including, but not limited to, water, sanitary sewer, roads, police, fire, and school services. For developments that have the potential for significant impact on infrastructure and services, the applicant shall be required**

to provide an analysis and mitigation of the impact on transportation, utilities, and community services.

*Finding.* Letters from the agencies providing public services will be required at time of Final Development Plan submittal per the Applications Manual.

5. **Section 3.10.3.A.5.** The phasing plan, if applicable, is logical and is designed in a manner that allows each phase to fully function independently regarding services, utilities, circulation, facilities, and open space, irrespective of the completion of other proposed phases.

*Finding.* The project is proposed to be completed in a single phase of construction.

6. **Section 3.10.3.A.6.** The application must comply with applicable requirements in the Applications Manual.

*Finding.* The application has been reviewed by Town Staff and has been determined to be complete.

**PLANNING COMMISSION ACTIONS:** The Planning Commission has the authority to take the following actions with respect to the application as authorized by Section 2.2.6.C.5 of the UDO:

1. Approve the application as submitted;
2. Approve the application with conditions; or
3. Deny the application as submitted.

**RECOMMENDATION:** Town Staff finds that the requirements of Section 3.10.3.A of the Unified Development Ordinance are met and recommends that the Planning Commission approve the application as submitted.

**ATTACHMENTS:**

1. Application and Project Narrative
2. Vicinity Map
3. Village at Verdier Master Plan
4. Preliminary Site Plan
5. Technical Memorandum (Traffic Impacts)
6. Additional Submittal Items
7. DRC Comments 6-21-23
8. Response to DRC Comments