

**TOWN OF BLUFFTON HISTORIC PRESERVATION COMMISSION**  
**Meeting Room, Theodore D. Washington Municipal Building**  
**Wednesday, March 2, 2016**

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Present: Hank McCracken, Chair; Chuck Dulcie; Kathryn Drury; Marge Blair; Sean Barth;  
Will Guenther

Absent: Christopher Epps, Vice-Chair

Staff: Erin Schumacher, Senior Planner; Katie Peterson, Planning Assistant; Rocio  
Rexrode, Growth Management Coordinator

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**I. CALL TO ORDER**

McCracken called the meeting to order at 6:02 p.m.

**II. ROLL CALL**

**III. NOTICE REGARDING ADJOURNMENT**

The Historic Preservation Commission will not hear new items after 9:30 p.m. unless authorized by a majority vote of the Commission Members present. Items which have not been heard before 9:30 p.m. may be continued to the next regular meeting or a special meeting date as determined by the Commission Members.

**IV. NOTICE REGARDING PUBLIC COMMENTS**

Every member of the public who is recognized to speak shall address the Chairman and in speaking, avoid disrespect to Commission, Staff, or other members of the meeting. State your name and address when speaking for the record. **COMMENTS ARE LIMITED TO THREE (3) MINUTES.**

**V. ADOPTION OF AGENDA**

Guenther made a motion to approve the March 2, 2016, Historic Preservation Commission meeting agenda. Drury seconded the motion. All were in favor and the motion passed.

**VI. ADOPTION OF MINUTES – February 3, 2016**

Barth made a motion to adopt the February 3, 2016, Historic Preservation Commission meeting minutes. Guenther seconded the motion. All were in favor and the motion passed.

**VII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

There were no Public Comments.

**VIII. OLD BUSINESS**

**A. COFA-10-15-9382 - Ratification.** Ratification of the action taken at the February 3, 2016 Historic Preservation Commission meeting approving a Certificate of Appropriateness requested by Pearce Scott Architects, on behalf of Eugene Marks,

for approval to allow the construction of a new single family residential structure of approximately 1,486 SF, located on the property identified as 5733 Guilford Place (Lot 1A), in the Stock Farm Development and zoned as Neighborhood General-HD.

Schumacher indicated that Members –Drury, Blair and Dulcie- who were not present at the Historic Preservation Commission meeting on February 3, 2016, had listened to the audio.

McCracken recused himself.

Drury made a motion to move the action of the Town of Bluffton Historic Preservation Commission on February 3, 2016, at which a Certificate of Appropriateness application was approved by a vote of 2 to 0, with two Members recusing themselves due to a conflict of interest, be ratified. Dulcie seconded the motion. All were in favor and the motion passed.

- B. COFA-10-15-9383 - Ratification.** Ratification of the action taken at the February 3, 2016 Historic Preservation Commission meeting approving a Certificate of Appropriateness requested by Pearce Scott Architects, on behalf of Eugene Marks, for approval to allow the construction of a new single family residential structure of approximately 1,790 SF and a 100 SF garden structure, located on the property identified as 5739 Guilford Place (Lot 2A), in the Stock Farm Development and zoned as Neighborhood General-HD.

McCracken recused himself.

Blair made a motion to move the action of the Town of Bluffton Historic Preservation Commission on February 3, 2016, at which a Certificate of Appropriateness application was approved by a vote of 2 to 0, with two Members recusing themselves due to a conflict of interest, be ratified. Guenther seconded the motion. All were in favor and the motion passed.

- C. COFA-10-15-9384 - Ratification.** Ratification of the action taken at the February 3, 2016 Historic Preservation Commission meeting approving a Certificate of Appropriateness requested by Pearce Scott Architects, on behalf of Eugene Marks, for approval to allow the construction of a new single family residential structure of approximately 1,662 SF with a 120 SF garden structure, located on the property identified as 5747 Guilford Place (Lot 3A), in the Stock Farm Development and zoned as Neighborhood General-HD.

McCracken recused himself.

Dulcie made a motion to move the action of the Town of Bluffton Historic Preservation Commission on February 3, 2016, at which a Certificate of Appropriateness application was approved by a vote of 2 to 0, with two Members recusing themselves due to a conflict of interest, be ratified. Drury seconded the motion. All were in favor and the motion passed.

- D. COFA-10-15-9385 - Ratification.** Ratification of the action taken at the February 3, 2016 Historic Preservation Commission meeting approving a Certificate of Appropriateness requested by Pearce Scott Architects, on behalf of Eugene Marks, for approval of a Certificate of Appropriateness to allow the construction of a new single family residential structure of approximately 1,516 SF with a 120 SF garden structure, located on the property identified as 5753 Guilford Place (Lot 4A), in the Stock Farm Development and zoned as Neighborhood General-HD.

McCracken and Blair recused themselves.

Drury made a motion to move the action of the Town of Bluffton Historic Preservation Commission on February 3, 2016, at which a Certificate of Appropriateness application was approved by a vote of 2 to 0, with two Members recusing themselves due to a conflict of interest, be ratified. Dulcie seconded the motion. All were in favor and the motion passed.

## IX. NEW BUSINESS

### 1. FOR ACTION

- A. Site Feature Permit-HD.** A request by Earl Nightingale, for the approval of a Site Feature Permit-HD to add an exhaust vent concealed to appear like a chimney at north elevation of the existing structure located on the property identified as 55 Calhoun Street in the Old Town Historic District and zoned Neighborhood Center-HD (SFHD-12-15-8521).

Schumacher presented.

Barth made a motion to deny the Site Feature Permit. Blair seconded the motion. All were in favor and the motion passed.

- B. Site Feature Permit-HD.** A request by Kedar Construction, Inc. on behalf of Kathleen Toombs, for the approval of a Site Feature Permit-HD to allow the replacement of windows and doors to the front and rear elevations of the existing structure located on the property identified as 71 Boundary Street in the Old Town Historic District and zoned Neighborhood Center-HD (SFHD-1-16-9472).

Peterson presented.

Dulcie made a motion to approve the Site Feature Permit with the following condition:

1. The proposed work was deemed appropriate and includes: the replacement of the existing windows with similar and the replacement of existing casement door with adjacent fixed window wall panels, at the north and south elevations in the rear courtyard, to a pair of gliding French patio doors with a nine pane configuration.

Blair seconded the motion. All were in favor and the motion passed.

- C. Certificate of Appropriateness – Demolition.** A request by Katherine Harvey, for approval of a Certificate of Appropriateness to allow the demolition of an existing, non-contributing barn located on the property identified as 80 Bridge Street in the Old Town Historic District and zoned as Neighborhood General-HD (COFA-02-16-9507).

Schumacher presented.

Guenther made a motion to approve the Certificate of Appropriateness as submitted. Blair seconded the motion. All were in favor and the motion passed.

- D. Certificate of Appropriateness.** A request by Mike Vaccaro on behalf of Chris Galbraith, for approval of a Certificate of Appropriateness to allow the construction of a new screened enclosure of approximately 240 SF at the rear of the existing house on the property identified as 3 Head of the Tide and zoned Neighborhood Conservation-HD (COFA-7-15-9282).

Erin presented.

Blair recused herself.

Drury made a motion to approve the Certificate of Appropriateness with the following condition:

1. Per Section 5.15.6.A. of the UDO, HPC approve AZEK trim as an allowable substitute material to those listed under the Architectural Standards.

Barth seconded the motion. All were in favor and the motion passed.

- E. Certificate of Appropriateness.** A request by Mike Vaccaro of Vaccaro Architecture, Inc. on behalf of Bill Herbkersman, for approval of a Certificate of Appropriateness to allow the construction of a mixed use building of approximately 2,075 SF on the property identified as 32 Dr. Mellichamp (lot 20B in the Calhoun Street Promenade) in the Old Town Historic District and zoned as Neighborhood Core-HD (COFA-2-16-9490).

Schumacher presented.

Drury made a motion to approve the Certificate of Appropriateness with the following conditions:

1. Per Section 3.12 of the UDO, an exempt plat application must be submitted to Town Staff for review and approval to accommodate the building envelope and appurtenances that extend beyond the building pad.
2. Per the approved Calhoun Street Promenade development plan and Section 5.7.6.A.1., a sidewalk must be installed to provide access to the building from Promenade Street.
3. Per Section 5.15.6.E.3. of the UDO, the drawings (elevations/floor plans) must be revised to meet the minimum dimensional requirements for a colonnade. Changes or revisions to this building element must be submitted to the Historic Preservation Review Committee (HPRC) for review.
4. Per Section 5.15.6.G. of the UDO, the building section noted as detail 2 on sheet A301 must be updated to correlate with the elevations and be comprised of a permitted construction method (CMU or reinforced concrete) for the use of stucco as a finish material. Changes or revisions to the wall construction or cladding must be submitted to the Historic Preservation Review Committee (HPRC) for review.
5. Per Section 5.15.6.J. of the UDO, the architectural drawings/project information must be revised to clearly depict an allowable roofing material.

6. Per Section 5.15.6.H.3.d. of the UDO, an architectural detail depicting the railing with the baluster spacing must be provided for review.
7. Per the Applications Manual, a landscape plan noting foundation plantings and street trees must be submitted for review.

Barth seconded the motion. All were in favor and the motion passed.

**X. DISCUSSION**

a. **None** – The Members discussed the foundation finish at 4 Tabby Shell Road.

**XI. ADJOURNMENT**

The March 2, 2016, Historic Preservation Commission meeting adjourned at 7:30 p.m.

DRAFT