



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number

**Application
Date**

Property Address

Plan Type

Plan Status

Plan Mgr

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	03/23/2016	1. Need full size drawing for location of new building. 2. The address for Dollar General is 1225 May River Road The address for Habitat for Humanity is 1223 May River Road.	
Addressing Review		Approved with Conditions	04/01/2016	1. Need full size drawing for location of new building. 2. The address for Dollar General is 1225 May River Road The address for Habitat for Humanity is 1223 May River Road.	
Beaufort Jasper Water and Sewer Revi		Approved	04/01/2016	1. No comment.	
Beaufort Jasper Water and Sewer Revi		Approved	04/01/2016	1. No comment.	
Growth Management Dept Review (HD		Approved with Conditions	04/01/2016	1. For the final application provide scalable site plans, floor plans, elevations, and architectural details as not enough information was provided in this submittal for full review for conformance with the requirements of the UDO. (Applications Manual) 2. For the final application provide a landscape plan noting foundation plantings and street tree locations; as well, provide architectural details of the railings and balusters, windows, trim, a section through the colonnade, and a wall section through the eave depicting the material configuration and dimensions. (Applications Manual) 3. Provide additional information to clarify the proposed type of metal roof (5V and standing seam are permitted) and the profile of the proposed metal gutters (half-round, square and rectangle are permitted). (UDO Section 5.15.6.) 4. Provide additional information to clarify the type of shutter dog proposed ("S" design permitted). Also note that composite shutter material is not permitted by right and must be reviewed by the HPC for a determination on if it is an allowable substitute. (UDO Section 5.15.6.M.) 5. As this proposed activities constitute development, it requires a development plan to be submitted to the Development Review Committee (DRC). All comments from the DRC review must be addressed prior to the issuance of a Certificate of Appropriateness. (UDO Section 3.10.2.A.)	
Growth Management Dept Review (HD		Approved	04/01/2016	1. For the final application provide scalable site plans, floor plans, elevations, and architectural details as not enough information was provided in this submittal for full review for conformance with the requirements of the UDO. (Applications Manual) 2. For the final application provide a landscape plan noting foundation plantings and street tree locations; as well, provide architectural details of the railings and balusters, windows, trim, a section through the colonnade, and a wall section through the eave depicting the material configuration and dimensions. (Applications Manual) 3. Provide additional information to clarify the proposed type of metal roof (5V and standing seam are permitted) and the profile of the proposed metal gutters (half-round, square and rectangle are permitted). (UDO Section 5.15.6.) 4. Provide additional information to clarify the type of shutter dog proposed ("S" design permitted). Also note that composite shutter material is not permitted by right and must be reviewed by the HPC for a determination on if it is an allowable substitute. (UDO Section 5.15.6.M.) 5. As this proposed activities constitute development, it requires a development plan to be submitted to the Development Review Committee (DRC). All comments from the DRC review must be addressed prior to the issuance of a Certificate of Appropriateness. (UDO Section 3.10.2.A.)	



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
HPRC Review		Approved	04/01/2016	1. On the Pin Oak street side elevation, there appears to be two fuax windows. Reconsider the facade design to have a more traditional design without any false windows. (UDO Section 5.15.6.) 2. The rendering shows four hanging signs. Please be aware that no more than 2 signs may be displayed per address. (UDO Section 5.15.6.Q.3.)	
HPRC Review		Approved with Conditions	04/01/2016	1. On the Pin Oak street side elevation, there appears to be two fuax windows. Reconsider the facade design to have a more traditional design without any false windows. (UDO Section 5.15.6.) 2. The rendering shows four hanging signs. Please be aware that no more than 2 signs may be displayed per address. (UDO Section 5.15.6.Q.3.)	
Transportation Department Review - HI		Approved	04/01/2016	1. No comment.	
Transportation Department Review - HI		Approved	04/01/2016	1. No comment.	
Watershed Management Review		Revisions Required	04/01/2016	1. Limited information is provided at this time. Additional regulatory requirements may be required, therefore a more detailed plan for future development will be required with the submission of a Development Plan.	
Watershed Management Review		Approved with Conditions	04/01/2016	1. Limited information is provided at this time. Additional regulatory requirements may be required, therefore a more detailed plan for future development will be required with the submission of a Development Plan.	

PLAN DESCRIPTION: The applicant is requesting approval of a certificate of Appropriateness for a new two story 4800 SQFT mixed use building.

STATUS: The application was reviewed at the April 4th HPRC meeting and comments were provided to the Applicant. Staff is awaiting the submission of a final application for full HPC review.

PROJECT NAME: OLD TOWN

COFA-04-16-009606	04/19/2016	34 TABBY SHELL RD	Certificate of Appropriateness	Active	Erin Schumacher
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Applicant: Sean Lewis

Owner: Dagmara Sakowicz

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION REPORT

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	04/22/2016		
Beaufort Jasper Water and Sewer Revi		Approved	04/21/2016	Water and sewer services are available to the lot.	
Growth Management Dept Review (HD)		Approved with Conditions	04/22/2016	<ol style="list-style-type: none"> 1. A Town of Bluffton Tree Removal Permit is required for any tree 14" (DBH) or greater located on a single family lot and proposed for removal (UDO Section 3.22.2.A.). 2. Provide additional information to clarify the finish of the stucco proposed on the CMU piers (tabby, sand-finished, and steel trowel are permitted). (5.15.6.G.1.a.) 3. Provide additional information to clarify the type of door proposed (wood or metal are permitted). The project analysis notes metal clad. (UDO Section 5.15.6.I.) 4. Provide additional information to clarify the type of metal roof material proposed (standing seam and 5-V metal crimp are permitted). The project analysis notes metal. (UDO Section 5.15.6.J.6.a.) 5. The front porch depth is noted at 5'-7". The UDO requires that porch depth be no less than 6'-0" minimum. Increase the depth of the porch to no less than 6'-0". (UDO Section 5.15.6.E.5.a.) 6. As the project moves toward Final submittal, provide architectural details for the typical window, railing detail, water table trim, bracket detail, a section through the eave, and a landscape plan as not enough information was provided in the submittal to review for conformance with the UDO. Note that the landscape plan should include at least one street tree and foundation plantings. (Applications Manual) 7. As the project moves toward Final submittal, a letter of approval from the Tabby Roads HARB is required. (Applications Manual) <p>Recommendation:</p> <ol style="list-style-type: none"> 1. Consider adding additional fenestration or architectural details to the right and rear elevation as there are some areas that lack interruptions or variety that create interest. As well, consider adjusting the window/expression line trim on the left elevation as there appears to be a conflict in the placement. (UDO Section 5.15.5.F.3.a. and Section 5.15.6.A.) 	
HPRC Review		Approved with Conditions	04/21/2016	<ol style="list-style-type: none"> 1. On the right side elevation the pair of transom windows flanking the fireplace, are horizontal, rather than vertical in nature. Per the UDO, windows may be rectangular or square and must be vertically oriented. Revise windows to a permitted configuration. (UDO Section 5.15.6.I.1.b. and Section 5.15.6.I.3.a) 2. While shutters are not required, when they are proposed they must be applied in a consistent manner. Add shutters to the three windows above the front porch. (UDO Section 5.15.6.A. and Section 5.15.5.F.4.c.) 3. The first floor finish height must be 3 feet above the average adjacent sidewalk grade. Provide elevation of adjacent sidewalk grade to confirm that the finished floor is 36" above grade. (UDO Section 5.15.5.F.1.c.) 4. Permitted door configurations include casement and french. Door #13, in the great room, calls for a sliding glass door which is not permitted. Convert to french doors or another permitted configuration. (UDO Section 5.15.6.I.1.3.c.) 5. Rooflines shall be simple and correspond to the major massing of the building; roof forms that overwhelm the mass of the primary building form and complicated rooflines are to be avoided. As such, the gable roof on the rear elevations at the garage, seems out of place. Considers making it a hip roof. It exposes a large amount of siding, in the gable condition and is lacking in detail. (UDO Section 5.15.5.F.2.b.) 	



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ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	08/22/2016	1. No comments.	
Beaufort Jasper Water and Sewer Revi		Approved	08/26/2016	No Comments Submitted.	
Growth Management Dept Review (HD)		Approved with Conditions	08/26/2016	<p>1. Building heights and widths shall be visually similar to those in the neighboring vicinity. As such, an exhibit showing the streetscape with the massing of the existing and proposed buildings should be submitted with the final application. (UDO Section 5.15.5.F.1.a. and the Applications Manual)</p> <p>2. Main Street buildings are required to provide an arcade, colonnade, marquee, or awning along the front facade of the building to provide a pedestrian amenity. As proposed the balcony serves a similar function, but must be approved by the HPC as an allowable substitute for those architectural features noted in the UDO. (UDO Section 5.15.6.)</p> <p>3. Submit an Exempt Plat application with a signed and sealed copies of an updated plat to include the areas of the building that encroach in the adjacent area (service yard, etc.) within the property boundaries. (Applications Manual)</p> <p>3. The UDO permits rectangular, square, transom, and sidelight window configurations. The proposal indicates the use of fanlight window configuration in the main gable. This configuration must be reviewed and approved by the HPC as an appropriate substitute for the permitted configurations. (UDO Section 5.15.6.A)</p> <p>4. The proposed columns on the balconies are round fiberglass columns. The UDO permits columns made of wood, cast iron, concrete with smooth finish, brick, and stone. Fiberglass is not a permitted material and must be revised to a permitted material. (UDO Section 5.15.6.H.2.a.)</p> <p>5. For the final application provide a landscape plan noting foundation plantings, street tree locations, and any landscaping proposed for buffering; as well provide architectural details of the railing and baluster, a typical window detail, corner board/pilaster trim detail and sections through the eave and wall depicting the material configuration and dimensions. (Applications Manual)</p> <p>6. The architectural detailing of the structure appears inconsistent. There is a mix of vernacular and classical components that causes visual discord. The contrast of square bracketing and round columns and the square and turned balusters is stylistically inconsistent and would benefit from revision. (UDO Section 5.15.6.A. and Traditional Building Patterns Section 56)</p> <p>7. The chimney material shown on the plans appears to be cement fiber siding with corner boards. The UDO allows chimney finishes to included brick, tabby or stucco. The finish material must be revised to a permitted material. (UDO Section 5.15.6.E.8.b.)</p> <p>8. The project analysis notes a metal shroud at the chimney. The UDO states that metal spark arrestors, exposed metal flues, or pre-fabricated chimney caps are not permitted. If the metal shroud is exposed, it must be revised. (UDO Section 5.15.6.E.8.c.)</p> <p>8. For the final application, provide architectural details and mechanical specification required for the exhaust vent to ensure that the architectural housing meets the requirements for the required mechanical equipment. (Applications Manual)</p> <p>9. A letter of approval from the Calhoun Street Promenade Architectural Standards Committee must be provided stating that the plans have been reviewed and approved. (Applications Manual)</p>	



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HPRC Review		Approved with Conditions	08/24/2016	1. Consideration should be made regarding the computability of the proposed structure with the neighboring residential property to the west. Gutters on the west side of the building, relocation of the exterior air handlers to the other side of the building, or moving them further away from the adjoining neighbors house are some suggested modification to lessen the impact on the neighboring home. (UDO Sections 3.18.3.D.) 2. The column capitals on the first floor elevation are ill proportioned with the width of the column below and should be revised to have a better proportional relationship. As well, the corner board of the upper levels should be increased in width to have better proportion to the columns below. These corner boards should wrap the corner and be the correct size on the side elevation as well. (UDO Section 5.15.5.F.4.a. and Traditional Construction Patterns Section 6) 3. Based on traditional architectural principles, the columns on the balcony should follow a hierarchy with the upper columns having a smaller diameter than those of the lower levels. (UDO Section 5.15.6.A. and Traditional Construction Patterns 3) 4. The window/door head casing of the third floor windows/doors should be equal to or wider than the jamb casing, and should not be less than one-sixth the opening width. The current configuration appears to have a head casing detail that is too narrow and different than the other windows/doors and should be revised for consistency. (UDO Section 5.15.6.A. and Traditional Construction Patterns Section 38) 5. Provide additional information and an architectural detail of the proposed louvered A/C vents under the windows. (Applications Manual) Recommendation: The right side elevation would benefit from a faux louver or additional architectural detailing on the panel between the two stacked windows.	
Transportation Department Review - HI		Approved	08/25/2016	1. No Comments	
Watershed Management Review		Approved	08/26/2016	No Comments Submitted.	
<p>PLAN DESCRIPTION: THE APPLICANT IS REQUESTING A CERTIFICATE OF APPROPRIATENESS FOR A THREE STORY BOUTIQUE INN WITH A TOTAL OF 14 ROOMS FOR GUESTS</p> <p>STATUS: The application was reviewed at the August 29th HPRC meeting and comments were provided to the Applicant. A final application has been submitted and is being reviewed for conformance with the UDO and is scheduled for review by the full HPC at the November 2nd meeting.</p> <p>PROJECT NAME: OLD TOWN</p>					

COFA-04-15-009182	04/20/2015	95 GREEN ST	Certificate of Appropriateness	Active	Erin Schumacher
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Applicant: Storm Solutions of the Low Country, LLC **Owner:** Glenda Mikulak

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Addressing Review	Approved	04/28/2015	
Addressing Review	Approved	04/27/2015	
Building Safety Review	Pending Review		
Growth Management Dept Review (HD)	Pending Review		
Growth Management Dept Review (HD)	Approved	04/27/2015	



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ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	01/07/2016	1. No comments.	
Beaufort Jasper Water and Sewer Revi		Approved	01/14/2016	1. No comments.	
Growth Management Dept Review (HD)		Approved with Conditions	01/15/2016	1. The existing building encroaches into the required 20' side setback as an existing non-conformity. The proposed addition to the west wing furthers this encroachment within the required 20' side setback. As such, to permit this addition to the existing building, an application for variance must be submitted to the Town of Bluffton Board of Zoning Appeals for review and approval. (UDO Section 5.15.5.E.) 2. The new Carriage House building is located approximately 8' from the east property line. The UDO requires a 10' side setback for Carriage House buildings. As such, the proposed location of the Carriage House encroaches into the required setback and an application for variance must be submitted to the Town of Bluffton Board of Zoning Appeals for review and approval. (UDO Section 5.15.5.E.) 3. The footprint for the proposed Carriage House is approximately 912 SF with an overall proposed square footage of approximately 1,824 SF. The UDO states that the maximum footprint permitted for a Carriage House is 800 SF and maximum overall square footage is 1,200 SF. As such, the footprint and overall square footage must be reduced to meet the requirements of the UDO. (UDO Section 5.15.8.F.) 4. The column spacing shown on the new porch is just over 10' wide and the height of the columns is approximately 9'-6" tall. Per the UDO, columns shall be spaced no further apart than they are tall. This spacing would need to be reduced to meet the requirements of the UDO. (UDO Section 5.15.6.H. and Traditional Construction Patterns Section 52) 5. As the project moves toward Final submittal, an elevation of the proposed East Side Elevation and architectural details for the typical window, railing, corner board and water table trim, a section through the eave, and a landscape plan are needed as not enough information was provided in the submittal to review for conformance with the UDO (Applications Manual). 6. A Town of Bluffton Tree Removal Permit is required for any tree 14" (DBH) or greater located on a single family lot and proposed for removal (UDO Section 3.22.2.A.).	
HPRC Review		Approved with Conditions	01/14/2016	1. Recommendation: Consider adding an expression line to the carriage house to provide horizontal rhythm and to provide human scale and proportion to the building (Section 5.15.5.F.).	
Transportation Department Review - HI		Approved	01/11/2016	1. No comments.	
Watershed Management Review		Approved	01/08/2016	Single Family Development, not part of a larger common plan of development: 1. Silt Fencing buried a minimum of 6 inches below disturbed grade, where applicable, 2. In areas where more than two feet of fill material has been placed or in areas adjacent to all wetlands, silt fencing meeting the requirements of SCDOT must be used. 3. Temporary gravel driveways a minimum of 15 feet by 10 feet, where applicable, 4. Sediment barriers surrounding all catch basins or drop inlets on site and sediment socks on all catch basins or drop inlets adjoining to the site	

PLAN DESCRIPTION: The Applicant is requesting a Certificate of Appropriateness for an addition and renovation to the existing main house, the addition of a garage with bonus room above and relocation of a garden structure.

STATUS: The application was reviewed at the January 19th HPRC meeting and comments were provided to the Applicant. The Applicant then submitted a variance request to the BZA to request a reduction to the side setback to allow for the proposed addition and to allow for the proposed carriage house. The BZA application was reviewed at the April 19, 2016 meeting and the variance for the addition was approved and the variance for the garage was denied. Staff is still awaiting the submission of a final COFA application for full HPC review.



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PROJECT NAME: OLD TOWN

COFA-10-14-8432	10/14/2014	209 GOETHE RD	Certificate of Appropriateness	Active	Erin Schumacher
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Applicant: George Gomolski

Owner: Gomo Enterprises, LLC

REVIEW ITEM SUMMARY:



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Address Verification		Approved	10/15/2014		
Address Verification		Approved	10/14/2014		
Addressing Review		Approved	05/31/2016	1. No comments submitted.	
Beaufort Jasper Water and Sewer Revi		Approved	06/03/2016	1. No comments submitted.	
Building Materials		Approved	10/12/2015		
Growth Management Dept Review (HD		Approved	06/03/2016	<p>1. It is unclear from the information provided that adequate open space has been planned for on the lot. As the access easement at the rear does not count towards the minimum 20% open space required, an exhibit with the open space calculations is needed for review. (UDO Section 5.6.3.)</p> <p>2. Regardless of the health or condition of the tree(s), a Tree Removal Permit is required to remove any tree, 8 inches in diameter at breast height (DBH) or greater or any American holly, dogwood, redbud, southern magnolia, or red buckeye 4 inches in DBH or greater. Note that the 18" Pine at the rear of the lot is noted for tree protection in the development plan and that all lots shall have a minimum of 75% tree lot coverage with tree canopy measured as the mature canopy, not including rooftops. (Development Plan and UDO Section 5.3.7.D.1.)</p> <p>3. For the final application, a landscape plan must be submitted denoting the 75% canopy coverage, street tree locations, and foundation plantings. The landscape plan should take into account the other required plantings noted in the development plan. (Development Plan and UDO Section 5.3.7.)</p> <p>4. As the project moves toward Final submittal, the typical window, railing, corner board trim, water table trim, and a section through the eave are needed as not enough information was provided in the submittal to review for conformance with the UDO. (Applications Manual)</p> <p>5. As this property has covenants and restrictions that run with the land and define an architectural review process, a letter from the Board of Directors of the Association noting approval of the proposed architecture is required for the final submittal. (Applications Manual)</p>	
HPRC Review		Approved	06/03/2016	<p>1. Roofs shall correspond to the major massing of the building and complicated rooflines are to be avoided. The north and west elevations appear to have a non-traditional termination. Revise to simplify. (UDO Section 5.15.5.F.2.b.)</p> <p>2. For better variety in the wall plane consider using rectangular (tall) windows on the west elevation of the Carriage House instead of the square units that are proposed. (UDO Section 5.15.5.F.3.a.)</p> <p>3. The second story railing on the south elevation appears to have a drafting error as there is significant space between the balcony decking and the bottom rail. Correct or revise for clarity. (Applications Manual)</p> <p>4. While outside of this approval, it is unusual to propose a fence only on one side of the property. Consider adding a fence at the north as well. Also, the gate entrance for the fence appears to be over a retention swale. Consider revisions for functionality.</p>	
Landscape Plan PGM		Approved with Conditions	10/12/2015		
Lighting Plan		Not Required	10/12/2015		
Narrative Statement PGM		Approved	10/12/2015		



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Denied	05/18/2016	1. This parcel has not been subdivided and recorded. SUB 6-15-9263 documents needed to be resubmitted. The subdivision plan has not been approved. This must be done before any COFA can be approved.	
Addressing Review		Revisions Required	05/23/2016	1. This parcel has not been subdivided and recorded. SUB 6-15-9263 documents needed to be resubmitted. The subdivision plan has not been approved. This must be done before any COFA can be approved.	
Beaufort Jasper Water and Sewer Revi		Approved	05/20/2016	1. Water and sewer is available in the public right-of-way. Water and sewer service not yet stubbed out to the site.	
Growth Management Dept Review (HD		Approved with Conditions	05/20/2016	<p>1. Provide additional information on the status of the subdivision of this property and the ownership of the parcel. The application requires property owner consent and that must be provided for future applications. (Applications Manual)</p> <p>2. The roof and wall detail of the carriage house note the use of CPVC trim at the fascia. CPVC is not a permitted material and requires review and approval by the HPC as an allowable substitute. (UDO 5.15.6.A.)</p> <p>3. The carriage house notes a water table of 5/4 material over a 1X skirt board. The UDO requires that water table trim should be 2X material, so the detail for the carriage house must be revised to meet the requirements of the UDO. (UDO Section 5.15.6.N.7.a.)</p> <p>4. For the final application provide additional information on the proposed siding material and a landscape plan noting foundation plantings, street trees, and tree removal as not enough information was provided in this submission to determine conformity with the standards of the UDO. (Applications Manual)</p> <p>Recommendation: For consistency of design, consider adding shutters to the main structure or removing them from the carriage house.</p>	
HPRC Review		Approved with Conditions	05/20/2016	<p>1. For better horizontal rhythm consider adding an expression line to the carriage house building. (UDO Section 5.15.5.F.4.d.)</p> <p>2. For the final application, update the architectural plans to note that the carport area of the carriage house is to be omitted from the plans. (Applications Manual)</p>	
Transportation Department Review - HI		Approved with Conditions	05/20/2016	<p>1. Reconsider the placement of the Carriage House structure to ensure that there is ample room to maneuver a vehicle into and out of the structure.</p> <p>2. An encroachment permit for the driveway is required from SCDOT as they have jurisdiction over Wharf Street. (Development Plan, Section 5.9.4)</p>	



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ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Address Verification		Not Required	10/12/2015		
Address Verification		Not Required	10/12/2015		
Building Materials		Approved with Conditions	10/12/2015		
Landscape Plan PGM		Not Required	10/12/2015		
Lighting Plan		Not Required	10/12/2015		
Narrative Statement PGM		Approved	10/12/2015		
Sign PGM		Not Required	10/12/2015		
Site Plans and Drawings PGM		Approved with Conditions	10/12/2015		
Street Name Approval		Not Required	10/12/2015		
Tree Survey		Not Required	10/12/2015		

PLAN DESCRIPTION: A submittal of Town of Bluffton Home Series Plans for review by the HPC so that they may be utilized in the HD zoning districts

STATUS: The project was reviewed at the October 20th HPRC meeting and comments provided to the applicant. Staff is awaiting a final application to be presented to the full HPC for final review.

PROJECT NAME: TOWN OF BLUFFTON HOME SERIES

COFA-10-16-010185	10/04/2016	30 LAWTON ST	Certificate of Appropriateness	Active	Erin Schumacher
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Applicant: D.H. Abney Company, Inc.

Owner: Northpoint Heating & Air, Inc.

REVIEW ITEM SUMMARY:



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ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	10/21/2016	1. No comments.	
Beaufort Jasper Water and Sewer Revi		Approved	10/21/2016	1. No comments provided by reviewer.	
Building Safety Review		Approved with Conditions	10/21/2016	1. The overhead power line may not be within 8 feet of a roof if over the building. It may not be within 3 feet of the building walls if run beside the building per IRC sections 3604.1 and 3604.2.	
Growth Management Dept Review (HD)		Approved with Conditions	10/21/2016	<p>1. The site plans show the building located with a 17' rear setback and a front build-to of 24'. The UDO requires a 25' rear setback and a front built-to of 10'-20'. As such, the building placement must be moved forward on the lot to meet the setback requirements. (UDO Section 5.145.C.)</p> <p>2. For consistency, consider adding an additional window to the dormer located on the left side elevation so that the majority of the dormer face is occupied by windows similar to the other dormers in the building. (UDO Section 5.15.6.7.e.)</p> <p>3. The UDO permits shutters made of durable wood and trim made of wood or cement fiber material. The project analysis notes shutters made of composite material and the plans show CPVC material at the window trim and frieze. These materials must be reviewed and approved by the HPC as an appropriate substitute for those permitted, otherwise it will need to be revised to a permitted material. (UDO Section 5.15.6.M.e. and Section 5.15.6.G.3.)</p> <p>4. The skirt board noted in the wall sections depict the material as 1x12 and the drip edge as 5/4 material. The UDO requires that the water table be made of 2X material. As such, the details must be revised to meet this requirement. (UDO Section 5.15.6.N.7.)</p> <p>5. For the final submittal, a landscape plan noting foundation plantings, street tree locations and any proposed tree removal must be submitted as not enough information was provided to review with conformance with the UDO. An architectural detail of the corner board trim is also needed. (Applications Manual).</p> <p>6. A Town of Bluffton Tree Removal Permit is required for any tree 14" (DBH) or greater located on a single family lot and proposed for removal (UDO Section 3.22.2.A.).</p>	
HPRC Review		Approved with Conditions	10/21/2016	<p>1. On the floor plans the windows in the living room appear to be centered between the porch columns; however, in the elevations the windows appear to be off-center. To have better vertical rhythms and for a more logical sequential organization of elements, the window location or column spacing should be revised. (UDO Section 5.15.5.F.4.c. and Section 5.15.5.F.4.e.)</p> <p>2. The window noted as W15 in the stair hall should be taller in height to be a more traditional assembly of materials. An option to resolve this could be to move the window below the floor framing, so it is at the first floor ceiling. (UDO Section 5.15.6.A.)</p> <p>3. The chimney cap appears to be undersized (thickness). The design should be in keeping with masonry building technology. As such, the thickness of the cap should be increased to have a better design and proportion to the other chimney elements. (UDO Section 5.15.6.E.8.d. and Section 5.15.5.F.a.)</p>	
Transportation Department Review - HI		Approved with Conditions	10/21/2016	1. No driveway is shown on the site plan. (UDO 5.7.4.A.5)	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	09/26/2016	1. No comments.	
Beaufort Jasper Water and Sewer Revi		Approved	10/21/2016	1. No comments provided by reviewer.	
Growth Management Dept Review (HD)		Approved with Conditions	10/21/2016	<p>1. The front principal facades of all building must be built parallel to the street that it faces. The Tabby Roads Development plan indicates Pritchard Street as the front of the lot. As such, the building should be oriented with the front facade parallel to Pritchard Street. (UDDO Section 5.15.5.F.5.a. and Development Plan)</p> <p>2. For the final application, provide additional informant on the proposed metal roof (standing seam and 5-V crimp are permitted), gutter profile (square, rectangular, and half-round are permitted), and the parged concrete (tabby and sand-finished or steel trowel finish stucco are permitted) as not enough information was provided to review. (UDO Section 5.15.6.G.1.a., UDO Section 5.15.6.J.3.a. and UDO Section 5.15.6.J.3.c.)</p> <p>3. As the project moves toward Final submittal, provide architectural details for the typical window, railing detail, water table trim, corner board trim, pier, column, louver, screen inset, a section through the eave, fence, and a landscape plan as not enough information was provided in the submittal to review for conformance with the UDO. Note that the landscape plan should include 8' of foundation plantings along the front of the primary structure and note tree removal and any proposed street trees. (Applications Manual)</p> <p>4. As the project moves toward Final submittal, a letter of approval from the Tabby Roads HARB is required. This letter should also indicate approval of the curb cut location and any remediation that is required. (Applications Manual)</p>	
HPRC Review		Approved with Conditions	10/21/2016	<p>1. The project analysis notes the use of synthetic wood for the columns, shutters, and doors as well as the note 'or similar' for the railings, balusters, and handrails. The UDO has specific materials that are permitted for each of the elements noted above. Any materials other than those permitted by the UDO must be reviewed and approved by the HPC as appropriate substitutes. As such, additional information must be provided for any synthetic material proposed so that it may be reviewed. (UDO Section 5.15.6.A.)</p> <p>2. The narrative and building sections indicate a crawl space; however, the elevations appear to have a slab foundation. The drawings must be updated for consistency. If the intent is to provide a crawl space indicate the type of skirting or underpinning material or vents that will be used and where they will be located on the elevations. (UDO Section 5.15.6.O.)</p> <p>3. Clarify the design intent of the diagonal line shown on the porches. It is not clear if that is an architectural element or a curtain. (Applications Manual)</p> <p>4. In accordance with traditional architectural principles, it would be most appropriate to have the larger window in the stair well located on the first floor with the smaller window above. Consider revising this for better visual hierarchy. (UDO Section 5.15.6.A.)</p> <p>5. The proposal indicates windows with two types of operations (double-hung and casement) resulting in slight variations of the window profiles. It is typical to find only one type of window in a structure. Consider revising all windows to the same operation for better visual consistency. (5.15.5.F.4.a.)</p>	
Transportation Department Review - HI		Approved with Conditions	09/27/2016	<p>1. If the 2nd on-street parking area (past the property line) will be impacted, ensure that there is a 5' island to separate the driveway and parking space. (Development Plan)</p> <p>2. If street trees are impacted by the location of the proposed drive, ensure that they are mitigated for, if applicable. (Development Plan)</p>	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	03/04/2016	1. No comments.	
Beaufort Jasper Water and Sewer Revi		Approved	03/10/2016	1. No comment.	
Growth Management Dept Review (HD)		Approved with Conditions	03/10/2016	1. Provide additional architectural details to explain the note "8x8 post wrapped with capital and base" on detail 3/A2.1 (Applications Manual) 2. Provide an architectural detail of the railing and baluster configuration, noting the spacing between the balusters. (Applications Manual) 3. The proposed column spacing does not meet the requirement of "no further apart that they are tall" and must be revised to meet the requirements of the UDO. (UDO Section 5.15.6.H.1.a.) 4. A development plan amendment is required to be submitted to DRC for review as this project involves creating +1000 SF of additional impervious coverage on the site. (Applications Manual)	
HPRC Review		Approved with Conditions	03/10/2016	1. Provide additional information regarding impacts that may occur to the existing tree canopy (branches or trees) due to the proposed trellis construction. (Applications Manual) 2. The trellis seems to be projecting well over the edge of the deck (+2'-0"). The size of this overhang should be reduced to be more in proportion to the design of the structure. (UDO Section 5.15.6.P. 1.) 3. Clear corrugated plastic for the trellis is not an approved material and must be reviewed by the HPC to determine if it is an appropriate substitute in this instance. (UDO Section 5.15.6.J.2. and 5.15.6.A.) 4. The plastic corrugated panels are not typical for a trellis. A more traditional design for a trellis's is usually open air and allow the breeze to flow through it. (UDO Section 5.15.6.1.) 5. Provide a project narrative describing the reasons for requesting this trellis/covered deck application. (Applications Manual) 6. For the final application, provide a roof plan on the site plan so it is clear what areas are existing roofs and where the trellis is proposed. (Applications Manual)	
Transportation Department Review - HI		Approved	03/08/2016	1. No comments.	
Watershed Management Review		Approved with Conditions	03/10/2016	1. Provide plan that shows where and how the western trellis impacts the conveyance ditch.	
<p>PLAN DESCRIPTION: A request by Thomas Viljac, for the review of a Certificate of Appropriateness to allow the construction of a trellis of approximately 835 SF along the western elevation of the Dispensary and another 240 SF at the north elevation on the property identified as 15 Captains Cove in the Carson Cottages Development and zoned Neighborhood Center-HD.</p> <p>STATUS: The application was reviewed at the March 14th HPRC meeting and the June 1st HPC meeting and approved with conditions. Staff is awaiting updated materials. Once submitted, they will be reviewed to ensure that they meet the conditions of the approval and the Certificate of Appropriateness granted.</p>					
PROJECT NAME: OLD TOWN					
COFA-08-16-009995	08/04/2016	12 LAWRENCE ST	Certificate of Appropriateness	Active	Erin Schumacher

Applicant: Tyler Melnick

Owner: Tyler Melnick

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	08/04/2016	1. No comment.	
Beaufort Jasper Water and Sewer Revi		Approved	08/09/2016	1. No comment submitted.	
Building Safety Review		Approved	08/12/2016	1. The overhead power line may be a clearance issue for a two story structure. We can take a closer look at this with the building permit application. 2. The projections from the roof will have to be rated due to their being closer than 5 feet from the property line. 3. Additional comments are reserved for the permit application plans review.	
Growth Management Dept Review (HD)		Approved with Conditions	08/12/2016	1. For the final submittal, a landscape plan noting foundation plantings and any proposed tree removal must be submitted as not enough information was provided to review with conformance with the UDO. (Applications Manual) 2. The plans note the use of plywood soffit. The UDO states that rough sawn wood, plywood and aluminum are not permitted materials for soffit or cornice detailing. This material must be revised to a permitted material. (UDO Section 5.15.6.P.10.) 3. While not required, consider adding modifying the window pane configuration and/or the roof form (i.e. gable to hip) to promote better architectural cohesiveness between the character of the main house and the carriage house. (UDO Section 5.15.8.F.)	
HPRC Review		Approved with Conditions	08/11/2016	1. Indicate on the site plan the location of the driveway and the full building footprint, including the location of the stair so that it may be reviewed for conformance with setback requirements. (Applications Manual). 2. Consider using the same metal roofing material proposed on the main house for consistency. The plans note the use of asphalt shingle while the project analysis states metal. Clarify the proposed roof material. (UDO Section 5.15.6.J. and 5.15.8.F.) 3. While not required, consider adding shutters to promote better architectural cohesiveness between the character of the main house and the carriage house. (UDO Section 5.15.8.F.)	
Transportation Department Review - HI		Approved with Conditions	08/12/2016	1. Based on the site plan submitted the existing over head power line is hanging over the building. Either the building or the power line must be move to an appropriate distance.	
Watershed Management Review		Approved	08/12/2016	The following construction site Best Management Practices (BMPs) should be implemented for all construction site activities. Where applicable on site this includes: <ol style="list-style-type: none"> 1. Silt fencing buried a minimum of six inches below disturbed grade, 2. Temporary gravel driveways a minimum of 15 feet by 10 feet, and 3. Sediment barriers surrounding all catch basins or drop inlets on site and sediment socks on all catch basins or drop inlets adjoining to the site. In addition, in areas where more than two feet of fill material has been placed or in areas adjacent to all wetlands, silt fencing must be used.	
<p>PLAN DESCRIPTION: The applicant is requesting approval to construct a new garage adjacent to the single family residence. There will be a guest room above the garage to be used for family. The building will be a carriage house or other outbuilding as detailed in the UDO.</p> <p>STATUS: The application was reviewed at the August 15th HPRC meeting and comments were provided to the Applicant. A final application has been submitted and is being reviewed for conformance with the UDO and is scheduled for review by the full HPC at the November 2nd meeting.</p> <p>PROJECT NAME: OLD TOWN</p>					
COFA-03-16-009549	03/07/2016	6 BRUIN RD	Certificate of Appropriateness	Active	Erin Schumacher



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Applicant:	R. Stewart Design, LLC		Owner:	Carroll Woodworking, Inc.	
REVIEW ITEM SUMMARY:					
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved with Conditions	04/12/2016	1. The address for the Red Foxx Limited located at 6 Bruin Road will need to change. Currently we have two addresses which essentially are the same in E911. With the proposed new building there are no feasible numbers available without changing either Red Foxx LLC or changing the International Spa Institute. 2. Any additional buildings added to this parcel will require naming the driveway and assigning all addresses off the new named road. (UDO 3.15.2) A new street name application must be submitted with at least three names to be approved by Planning Commission. (UDO 3.15.3)	
Beaufort Jasper Water and Sewer Revi		Approved	04/13/2016	1. No comments submitted.	
Growth Management Dept Review (HD		Approved with Conditions	04/14/2016	1. To provide better vertical rhythm, consider adding additional architectural details or fenestration to the east elevation. (UDO Section 5.15.6.F.4.e.) 2. The UDO permits rectangular, square, transom, and sidelight window configurations. The proposal indicates the use of eyebrow window configurations. This configuration must be reviewed and approved by the HPC as an appropriate substitute for the permitted configurations. (UDO Section 5.15.6.A) 3. The Commercial Cottage building type requires that the structure be a shopfront building. This is further defined to note that the ground-floor along the building frontage shall have untinted transparent shopfront windows and/or doors coving no less than 75% of the wall area. Additional windows or doors must be added to the north elevation to meet this requirement. (UDO Section 5.15.6.L.2. and Section 5.15.8.) 4. The skirt board noted in the water table detail 2/A104 states the material is 5/4. The UDO requires that the water table be made of 2X material. As such, the detail must be revised to meet this requirement. (UDO Section 5.15.6.N.7.) 5. For the final application provide a landscape plan noting foundation plantings, street tree locations, and any buffering proposed to the neighboring property to the east. As well provide manufacturer's information or samples of the proposed AZTEC material. (Applications Manual) 6. As this proposed activities constitute development, it requires a development plan to be submitted to the Development Review Committee (DRC). All comments from the DRC review must be addressed prior to the issuance of a Certificate of Appropriateness. (UDO Section 3.10.2.A.)	
HPRC Review		Approved	04/13/2016	1. No comments.	
Transportation Department Review - HI		Approved	04/14/2016	No comments submitted.	
Watershed Management Review		Approved with Conditions	03/15/2016	1. Final review will be done with Development Plan approval.	

PLAN DESCRIPTION: A COFA for Carroll Cottage

STATUS: The application was redacted by the Applicant for revisions. Once revised, Staff will review the application for conformance with the Unified Development Ordinance (UDO) and Traditional Construction Patterns and schedule it for the next available HPRC meeting.

UPDATED STATUS: The application was then resubmitted and reviewed at the April 18th HPRC meeting and then reviewed at the June 1st HPC meeting and approved with conditions. Staff is awaiting updated materials. Once submitted, they will be reviewed to ensure that they meet the conditions of the approval and the Certificate of Appropriateness granted.



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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PROJECT NAME: CARROLL COTTAGE

COFA-09-16-010073	09/01/2016	2 POPE LN	Certificate of Appropriateness	Active	Erin Schumacher
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Applicant: JKH Architect, LLC

Owner: Grove Living Trust

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	09/06/2016	1. No comments.	
Beaufort Jasper Water and Sewer Revi		Approved	09/09/2016	1. No comments submitted.	
Growth Management Dept Review (HD)		Approved with Conditions	09/09/2016	<p>1. As the project moves toward Final submittal, architectural details for the typical window, corner board and water table trim, a section through the eave, and a landscape plan are needed as not enough information was provided in the submittal to review for conformance with the UDO (Applications Manual).</p> <p>2. The new Carriage House building is proposed to be located in front of the primary structure and to the right side of the existing structure. It is 18' from the front property line. The UDO states that garages shall be positioned no close to streets, squares or parks than 20 feet behind the principal plane of the building frontage and that carriage house building types must be placed behind the primary structure and towards the back of the lot. As proposed this does not meet the requirements of the UDO. However, due to the existing conditions of the lot (existing structure placement, River Buffer requirement, location of existing trees and septic field) the Applicant is requesting that the HPC allow for a deviation on the building placement as the proposed area is the only location on the site that has been determined suitable for such a structure. (UDO Section 5.15.7.H.1. and Section 5.15.8.F.)</p> <p>3. The UDO states that permitted finishes for piers are CMU with stucco, reinforced concrete with stucco, brick or stone. The application did not specify the pier finish. For the final application, provide information on the proposed finish. (UDO Section 5.15.6.2.c.)</p> <p>4. The UDO states that permitted skirting and underpinning included brick lattice, vertical or horizontal pattern lattice, 'pig boards' or louvered vents. The plans note diagonal lattice which is not a permitted configuration, but does match the existing skirting material. The material must be revised to a permitted configuration to meet the requirements of the UDO. (UDO Section 5.15.6.O.1.)</p>	
HPRC Review		Approved with Conditions	09/09/2016	1. For the final application, provide a building section and material call outs on the plans. (Applications Manual)	
Transportation Department Review - HI		Approved with Conditions	09/09/2016	1. The UDO states that n no case shall parking be located in front of the building. As such, the gravel parking located immediately in the front of the home should be removed. The second driveway located to the North provides sufficient access/parking for the home as only 3 parking spaces are required. (UDO Section 5.15.7.D.1 and Section 5.15.7.C.1.a.)	
Watershed Management Review		Approved	09/09/2016	<p>Single Family Development, not part of a larger common plan of development: The following construction site Best Management Practices (BMPs) should be implemented for all construction site activities. Where applicable on site this includes:</p> <ol style="list-style-type: none"> 1. Silt Fencing buried a minimum of 6 inches below disturbed grade, where applicable. 2. In areas where more than two feet of fill material has been placed or in areas adjacent to all wetlands, silt fencing meeting the requirements of SCDOT must be used. 3. Temporary gravel driveways a minimum of 15 feet by 10 feet, where applicable. 4. Sediment barriers surrounding all catch basins or drop inlets on site and sediment socks on all catch basins or drop inlets adjoining to the site, where applicable. 	

PLAN DESCRIPTION: The applicant is requesting approval to add a garage and add on to the existing structure.

STATUS: The application was reviewed at the September 12th HPRC meeting and comments were provided to the Applicant. Staff is awaiting the submission of a final application for full HPC review.



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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PROJECT NAME: OLD TOWN

COFA-10-16-010174	10/03/2016	5765 GUILFORD PL	Certificate of Appropriateness	Active	Erin Schumacher
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Applicant: Pearce Scott Architects, Inc.

Owner: Joe O'Rourke

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	10/21/2016	1. No comments.	
Beaufort Jasper Water and Sewer Revi		Approved	10/21/2016	1. No comments provided by reviewer.	
Growth Management Dept Review (HD)		Approved with Conditions	10/21/2016	1. The carriage house placement is noted at approximately 10' from the side property line and 10' from the rear property line. This is not within the setbacks prescribed on the development plan of Stock Farm. As such, the building will need to be relocated within the allowable setbacks. (Development Plan) 2. The Right Side elevation depicts a square window with a single vertical mullion. Based on traditional window assemblies of this type, a square window would have a horizontal mullion or no mullions. As such, the window should be revised to have a more consistent pane proportion. (UDO Section 5.15.6.A and Traditional Construction Patterns Section 31) 3. Provide additional information to clarify the type of door proposed (wood or metal are permitted). The project analysis notes metal clad. (UDO Section 5.15.6.I.) 4. A Town of Bluffton Tree Removal Permit is required for any tree 14" (DBH) or greater located on a single family lot and proposed for removal (UDO Section 3.22.2.A.). 5. As the project moves toward Final submittal, provide architectural details for the typical window, railing detail, corner board trim, pier, louver, a section through the eave, and a landscape plan as not enough information was provided in the submittal to review for conformance with the UDO. Note that the landscape plan should include at least one street tree along Guildford Place and foundation plantings. (Applications Manual) 6. For the Final submittal, a letter of approval from the Stock Farm HARC is required. (Applications Manual)	
HPRC Review		Approved with Conditions	10/21/2016	1. For the final application provide material call outs on elevations. (Applications Manual)	
Transportation Department Review - HI		Approved with Conditions	10/21/2016	1. Tree Conservation During Site Planning: During the site planning for any property, consideration shall be given to the existing tree canopy and every reasonable effort made to maximize the preservation of the existing canopy. The driveway can be adjusted to reduce the number of trees that are being removed to meet the intent of this requirement. (UDO 5.3.3.C) Recommendation - Consider adjusting the angle of the driveway entrance; the awkward angle of entry could cause rutting next to the driveway.	
Watershed Management Review		Approved	10/21/2016	Single Family Development, that is part of a larger common plan of development: 1. Silt Fencing buried a minimum of 6 inches below disturbed grade, where applicable, 2. In areas where more than two feet of fill material has been placed or in areas adjacent to all wetlands, silt fencing meeting the requirements of SCDOT must be used. 3. Temporary gravel driveways a minimum of 15 feet by 10 feet, where applicable 4. Sediment barriers surrounding all catch basins or drop inlets on site and sediment socks on all catch basins or drop inlets adjoining to the site, where applicable 7. Temporary stockpile areas and appropriate BMPs to be identified on plans 8. Two rows of silt fence are required between land disturbing activities and adjacent wetlands, where applicable.	

PLAN DESCRIPTION: The applicant is requesting approval of a Conceptual COFA for a new single family residential home with a Carriage house in the rear. The construction will be similar to the Cottage Building Type.

STATUS: The application was reviewed at the October 24th HPRC meeting and comments were provided to the Applicant. Staff is awaiting the submission of a final application for full HPC review.



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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PROJECT NAME: STOCK FARM

COFA-09-16-010114	09/15/2016	23 PRITCHARD ST	Certificate of Appropriateness	Active	Erin Schumacher
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Applicant: Southern Coastal Homes, LLC

Owner: Southern Coastal Homes, LLC

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	09/22/2016		
Beaufort Jasper Water and Sewer Revi		Approved	09/22/2016	No Comments Provided by Reviewer.	
Growth Management Dept Review (HD)		Approved with Conditions	09/22/2016	1. For the final submittal, a landscape plan noting foundation plantings, street trees and any proposed tree removal must be submitted as not enough information was provided to review with conformance with the UDO. Additional information is also needed to clarify the baluster spacing along the porch railings and an architectural detail of the water table configuration. (Applications Manual) 2. For the Final submittal, a letter of approval from the Tabby Roads HARB is required. This letter should address the architectural design as well as the access proposed for the carriage house. (Applications Manual) 3. A Town of Bluffton Tree Removal Permit is required for any tree 14" (DBH) or greater located on a single family lot and proposed for removal (UDO Section 3.22.2.A.). 4. The UDO states that the front principal facade of all buildings must be built parallel to the street that it faces. The proposed site layout show the building a few degrees from being parallel. As such, the HPC must review and approve this orientation as an allowable configuration. (UDO Section 5.15.5.F.5.a.) Recommendation: 1. While shutters are not required, when they are proposed they must be applied in a consistent manner. As such, consider adding shutters to all windows that will accept them, especially along the elevation which faces Tabby Shell Road. (UDO Section 5.15.6.A. and Section 5.15.6.M.)	
HPRC Review		Approved with Conditions	09/21/2016	1. The Carriage House appears to be over the rear building setback, however it should be noted that in the Tabby Roads Development carriage houses are subject to the setback requirement of the Town regulations in effect at the time of application. This would require the placement to meet the requirements of the Unified Development Ordinance. As such, the rear and side setbacks requirement is 5'-0" which the current placement meets. (Development Plan, UDO Section 5.15.5.C.)	
Transportation Department Review - HI		Approved with Conditions	09/22/2016	1. The location of the driveway is too close to the existing parallel parking spaces. There needs to be a minimum 5' island between the driveway and parking space. 2. Any trees removed due to the driveway placement will need to be mitigated or moved. 3. The current plan shows the proposed sidewalk being located where the existing fire hydrant is located. Please confirm with BJWSA and the Fire Marshal.	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review	Approved with Conditions	09/22/2016	All construction site activities must adhere the SCDHEC General Permit SC0010000 for Large and Small Site Construction Activities. In addition, the Town will require as a minimum, implementation of the following Construction Site BMPs:		
			<ol style="list-style-type: none"> 1. Silt Fencing buried a minimum of 6 inches below disturbed grade, where applicable, 2. In areas where more than two feet of fill material has been placed or in areas adjacent to all wetlands, silt fencing meeting the minimum requirements must be used, 3. Temporary gravel driveways a minimum of 15 feet by 10 feet, where applicable, 4. Sediment barriers surrounding all catch basins or drop inlets on site and sediment socks on all catch basins or drop inlets adjoining to the site, 5. Flow dissipation devices, such as check dams, in all swales and ditches, 6. Temporary seeding shall be placed within 7 days of the end of a land disturbance activity, 7. Site inspections must be performed by a CEPSCI individual. Copies of inspection reports shall be provided to the Town within 7 days of inspection, 8. Temporary stockpile areas and appropriate BMPs to be identified on plans, 9. Two rows of silt fence are required between land disturbing activities and adjacent wetlands. 		

PLAN DESCRIPTION: The applicant is requesting approval for a 2 story single family residence with a detached 2 car garage connected to main house by breezeway.

STATUS: The application was reviewed at the September 26th HPRC meeting and comments were provided to the Applicant. A final application has been submitted and is being reviewed for conformance with the UDO and is scheduled for review by the full HPC at the December 7th meeting.

PROJECT NAME: TABBY ROADS PHASE 1

COFA-06-15-009255	06/10/2015	181 BLUFFTON RD	Certificate of Appropriateness	Active	Erin Schumacher
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Applicant: Cash Back Corporation

Owner: David Heller

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
COFA-07-16-009864	07/05/2016	215 GOETHE RD	Certificate of Appropriateness	Active	Erin Schumacher
Applicant: Christopher Epps		Owner: Trident LLC			
REVIEW ITEM SUMMARY:					
ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS		
Addressing Review	Approved	07/08/2016	1. No comments.		
Beaufort Jasper Water and Sewer Revi	Approved	07/08/2016	1. No comments submitted.		
Growth Management Dept Review (HD	Approved with Conditions	07/08/2016	1. The side setbacks for this property are 5 feet. The proposal notes tie downs located on the property line. Building appurtenances attached and projecting from the foundation or building are not restricted by the setback requirement, except in no case will these appurtenances extend within 3 feet of adjacent properties. As such, the tie downs must be relocated to no closer than 3 feet from the adjacent property line. (UDO Section 9.3.D.4.) 2. Provide additional information regarding the material and configuration of the roof of the structure. The UDO permits gabled, hipped, and shed roofs made of various metal or shingle materials. The materials noted are cloth for the roof and TBD for the columns which do not meet the requirements of the UDO. (UDO Section 5.15.6.J.) 3. For the final application, a landscape plan must be submitted denoting the 75% canopy coverage, street tree locations, and foundation plantings. The landscape plan should take into account the other required plantings noted in the development plan. (Development Plan and UDO Section 5.3.7.) 4. For the final application, provide additional information on the configuration and materials of the proposed fence as not enough information was provided to review. (UDO Section 5.15.6.K.) 5. As this property has covenants and restrictions that run with the land and define an architectural review process, a letter from the Board of Directors of the Association noting approval of the proposed architecture is required for the final submittal. (Applications Manual)		
HPRC Review	Approved with Conditions	07/08/2016	1. Provide photos of the existing site and the existing fence. (Applications Manual) 2. Provide a project narrative noting the intended use of the structure. Examples of topics to address: Is it to be used as a permanent structure and temporary? Are you planning on having lighting? If so, what type? Is there a plan to use temporary heating/cooling of the space, and if so what type? (Applications Manual) 3. Provide additional information regarding the material and finish of the posts. The UDO permits columns to be made of wood, painted or natural, cast iron, concrete with smooth finish, brick, and stone. (UDO Section 5.15.6.H.2.a.)		
Transportation Department Review - HI	Approved with Conditions	07/08/2016	1. Provide details, dimensions, and signage for clarification of the proposed handicap parking. (Application Checklist)		
Watershed Management Review	Approved	07/08/2016	1. Silt Fencing buried a minimum of 6 inches below disturbed grade, where applicable, 2. In areas where more than two feet of fill material has been placed or in areas adjacent to all wetlands, silt fencing must be used. 3. Sediment barriers surrounding all catch basins or drop inlets on site and sediment socks on all catch basins or drop inlets adjoining to the site, where applicable.		



GROWTH MANAGEMENT DETAILED APPLICATION REPORT

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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PLAN DESCRIPTION: The Applicant is requesting a Certificate of Appropriateness to install an event space shading structure.

STATUS: The application was reviewed at the July 11th HPRC meeting and comments were provided to the Applicant. Staff is awaiting the submission of a final application for full HPC review.

PROJECT NAME: OLD TOWN

COFA-10-15-009395	10/28/2015	212 BLUFFTON RD	Certificate of Appropriateness	Active	Erin Schumacher
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Applicant: Pearce Scott Architects, Inc.

Owner: Shoreline Construction and Development, LLC

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Addressing Review	Approved	11/03/2015	1. No comments.
Beaufort Jasper Water and Sewer Revi	Approved with Conditions	11/05/2015	1. Awaiting the closeout of a waterline extension project to serve Lots 5 and 6. Recommend approval contingent upon activation of new waterline.
Growth Management Dept Review (HD	Approved with Conditions	11/03/2015	1. Shopfront buildings are required to have no less than 75% of the wall area with untinted transparent shop front windows. The front elevation does not appear to have the required amount of opacity due in part to the pilaster detail. To meet the requirement, additional windows or larger window would need to be added. (UDO, Section 5.15.5.L.2.) 2. Provide additional information or a manufacturer's cut sheet on the type of metal roof that is proposed (UDO, Section 5.15.6.J.) 3. As the project moves toward Final submittal, provide a typical window detail, a landscape plan, a railing detail, a corner board detail, a balcony/pilaster detail, and a section through the exterior wall and eave as not enough information was provided in submittal to review these items for conformance with the UDO. (Applications Manual) 4. A letter of approval from the Calhoun Street Promenade Architectural Standards Committee must be provided stating that the plans have been reviewed and approved. (Applications Manual)
HPRC Review	Approved with Conditions	11/03/2015	1. Provide additional information, a material sample, or manufacturer's cut sheet for the proposed metal railing material (UDO, Section 5.15.6.2.d.). Recommendation: At time of final application, a diagram or exhibit showing the height of the proposed building and that of the neighboring structure/s should be submitted to aid the HPC in understanding the relationship between the buildings.
Transportation Department Review - HI	Approved	11/03/2015	1. No comments.
Watershed Management Review	Approved with Conditions	11/06/2015	1. Provide an erosion and sediment control plan. The plan will need to show how premier controls are to be in used and what type of BMP they are. (Stormwater Design Manual 9.0.1) 2. Provide a flow drainage plan for the lot and where is the runoff going once it leaves the lot. To ensure that all runoff is entering the proper engineered collection and conveyance system. (Stormwater Design Manual 1.0.3 (2))

PLAN DESCRIPTION: The Applicant is requesting a Certificate of Appropriateness for a new 2 story commercial Main Street Building located on lot 5 in the Calhoun Street Promenade.

STATUS: The application was reviewed at the November 9th HPRC meeting and comments were provided to the Applicant. Staff is awaiting the submission of a final application for full HPC review.

PROJECT NAME: CALHOUN STREET PROMENADE



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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PLAN DESCRIPTION: Temporary Certificate of Compliance for Lawton Station Phase 3C -2 including lots 224-242 and 279-282.

1. Site Work
 - Grading: Incomplete
 - Vegetation: Incomplete
 - Sidewalks: Incomplete
2. Paving
 - Standard: Complete
3. Parking & Signage
 - Handicap Access: Complete
 - Traffic and Street Signs: Complete
4. Storm Water Drainage
 - Ditches and Swales: Complete
 - Curb, Grate and Yard Inlets: Complete
 - Temporary BMP's: Complete
 - Lagoon Construction: Incomplete

PROJECT NAME: LAWTON STATION PHASE 3C-2

CCC-07-16-009959	07/25/2016		Certificate of Construction Compliance	Active	William Baugher
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Applicant: Southern Coastal Homes, LLC

Owner: Coastal Lowcountry Home LLC

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Transportation Department Review - C	Not Required	11/17/2016	
Watershed Management Review - C of	Approved	07/28/2016	
Watershed Management Review - C of	Revisions Required	11/17/2016	1. Missing 2 full sized copies and digital files of the drawings, with sealed certification indicating accurate site conditions of pavements, parking spaces, utilities, structures, and drainage. Current drawings or for Sewer and Water only. (Application Check List) 2. Documentation and digital file that sets forth ownership and maintenance for infrastructure improvements, amenities, and open space, as required.
Watershed Management Review - C of	Approved	11/21/2016	

PLAN DESCRIPTION: The Applicant is requesting a Certificate of Construction and Compliance for subdivided parcel 32 lots in Bluffton Park Tract B Phase III D & G 2016-11-16 The Applicant is requesting a Final Certificate of Construction and Compliance for subdivided parcel 32 lots in Bluffton Park Tract B Phase III D & G

PROJECT NAME: BLUFFTON PARK PHASE B3D & B3G

CCC-09-16-010145	09/24/2016		Certificate of Construction Compliance	Active	William Baugher
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Applicant: Thomas & Hutton

Owner: MAY RIVER FOREST

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton
 Department of Growth Management
 Office of Planning and Community Development
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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Transportation Department Review - C	Not Required	09/27/2016	
Watershed Management Review - C of	Approved	09/27/2016	

PLAN DESCRIPTION: The Applicant is requesting approval of a Final Certificate of Construction Compliance for the project consisting of infrastructure, commercial /retail buildings, recreation, amenities, and parking within the Outfitters Boundary as shown on exhibit. Original CCC 08-16-10037 Closed.

PROJECT NAME: PALMETTO BLUFF-MORELAND

CCC-08-16-009996	08/05/2016		Certificate of Construction Compliance	Active	William Baugher
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Applicant: Heuser Enterprises, Incorporated **Owner:** Robert Heuser

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Watershed Management Review - C of	Approved	10/03/2016	

PLAN DESCRIPTION: The Applicant requests approval of a Final Development Plan for the development of the southwest tract at Buckwalter Place to include the construction of an Ace Hardware retail building and garden center consisting of approximately 12,000 square feet with associated infrastructure to support future development.

PROJECT NAME: BUCKWALTER PLACE

CCC-10-15-009377	10/13/2015	207 BLUFFTON RD	Certificate of Construction Compliance	Active	William Baugher
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Applicant: Beaufort Construction Inc **Owner:** Triple B Restaurant Group

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Transportation Department Review - C	Not Required	10/15/2015	
Watershed Management Review - C of	Approved	10/15/2015	

PLAN DESCRIPTION: The applicant is requesting approval for a Certificate of Construction Compliance for Fat Patties located at 207 Bluffton Road. 2016-11-03 The applicant is requesting approval for a Final Certificate of Construction Compliance for Fat Patties located at 207 Bluffton Road.

PROJECT NAME: OLD TOWN

Total Certificate of Construction Compliance Cases: 11



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Development Plan					
Development Plan					
DP-10-16-010217	10/26/2016		Development Plan	Active	Kevin Icard

Applicant: Thomas & Hutton Engineering Company, Inc.

Owner: Centex Homes

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Pending Review			
Beaufort Jasper Water and Sewer Revi		Approved with Conditions	11/09/2016	Water and sewer design approved with comments by BJWSA and submitted to SCDHEC for construction permitting. Pre-construction meeting pending approval of construction permits by SCDHEC.	
Building Safety Review		Pending Review			
Building Safety Review		Not Required	11/07/2016		
Fire Department Review		Pending Review			
Fire Department Review		Approved	11/10/2016		
Planning Commission Review		Pending Review			
Planning Commission Review		Approved	11/10/2016		
Planning Review - Address		Pending Review			
Planning Review - Address		Not Required	11/07/2016		
Planning Review - SR		Pending Review			
Planning Review - SR		Pending Review			
Planning Review - SR		Revisions Required	11/03/2016	<ol style="list-style-type: none"> 1. Please provide narrative - what is at the end of Hager Road? It ends and doesn't show a future phase. 2. The original development plan has phases 2a, 2b, and 2c. Please show these areas and how they are being addressed for future development. Lincoln Lane extension was previously labeled as part of 2C, what is it now labeled as. 3. Please provide a table showing the unit count of what was existing and what is now proposed. 4. No sidewalks are shown on Lincoln Court. Per the narrative provided a 4' sidewalk shall be located on one side of each street in the development. 5. While not in this phase, there is no sidewalk shown on the plans from Amanda Road to Hager Road. A sidewalk is required and at the intersection a crosswalk will be required. 	
Police Department Review		Pending Review			
Police Department Review		Approved	11/10/2016	No comment provided by the reviewer.	
Transportation Department Review		Pending Review			
Transportation Department Review		Pending Review			
Transportation Department Review		Revisions Required	11/10/2016	<ol style="list-style-type: none"> 1. Provide a stop sign at the intersection of Augustine Road and Amanda Road. (Not shown on the plan) 2. Lots 58 & 66 should have the driveways placed as far away from the intersection. 3. Lot 90, place the driveway to the right of the lot (conflicting with crosswalk). 4. Lots 92 & 106 should have the driveways placed as far away from the intersection. 	
Watershed Management Review DRC		Pending Review			
Watershed Management Review DRC		Pending Review			



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Revisions Required	11/09/2016	<p>1. Provide a BMP Operation & Maintenance Plan and Agreement in accordance with UDO Section 5.10.4.B. The effectiveness of each of the BMPs and stormwater management facilities depends upon appropriate application of design and regular maintenance. Many of the health and safety concerns that may arise when the BMPs or stormwater management facilities are installed can be addressed by a scheduled maintenance plan. Therefore, the stormwater management plan must contain a maintenance plan component, including schedule, for each BMP and facility incorporated into the Stormwater system. (SWDM 1.2)</p> <p>2. The proposed grading plan shows that several lots will discharge directly to the adjacent property without being routed through a treatment train of BMPs. Revise the proposed site design to include BMPs in these areas or re-grade these areas to drain to currently proposed BMPs to provide quality and quantity control for runoff generated from these lots. (UDO 5.10.3)</p>	

PLAN DESCRIPTION: Reference PD.05.11.432 not in Energov.

The applicant is requesting approval of a development plan amendment for a modification to existing sanitary sewer utilities to serve new lots and the construction of 67 single family homes and associated infrastructure.

PROJECT NAME: SEAGRASS STATION PHASE 2

DP-07-16-009971	07/29/2016		Development Plan	Active	Kevin Icard
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Applicant: Thomas and Hutton

Owner: HL Development

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	08/11/2016		
Beaufort Jasper Water and Sewer Revi		Approved	10/24/2016	No Comments Provided by Reviewer.	
Building Safety Review		Approved	08/11/2016	No comments by reviewer	
Building Safety Review		Approved	10/24/2016	No Comments Provided by Reviewer.	
Fire Department Review		Approved	08/11/2016	No comments by reviewer	
Fire Department Review		Approved	10/24/2016	No Comments Provided by Reviewer.	
Planning Commission Review		Approved	08/11/2016		
Planning Commission Review		Approved	10/24/2016	No Comments Provided by Reviewer.	
Planning Review - Address		Approved	08/01/2016	1) Clarify the difference from last years preliminary development plan to this years plan. 2) Addresses will be provided prior to Final. 3) Correct road name on all pages pertinent: Quarter Cast Circle to Quarter Cast Circle per approved street name list	
Planning Review - Address		Revisions Required	10/19/2016	1) Addressing was completed on 8/1/16 and sent to applicant. 2) Please bring in digital that have a full set of plans not just a location plan per application requirements.	
Planning Review - Address		Approved	11/02/2016		
Planning Review - SR		Approved	08/11/2016	1) Provide site data table (Application checklist) 2) Provide tree survey (Application checklist) 3) Provide letter from appropriate agencies for final review. (Application Checklist)	
Planning Review - SR		Approved	10/24/2016	1) Provide letter from appropriate agencies for final review. (Application Checklist) 2) Provide tree survey (Application checklist) 3) Provide site data table (Application checklist)	
Police Department Review		Approved	08/11/2016	No comments by reviewer	
Police Department Review		Approved	10/24/2016	No Comments Provided by Reviewer.	
Transportation Department Review		Approved	08/11/2016	1) Define the boundary for lot 5604. It's difficult to tell if it's part of this phase. Also please show how this lot will take it's access. The current design is not conducive for a driveway. (UDO 3.2.2E) 2) On sheet G3.1 - Please label the existing sections of development, specifically Lake Bluff Dr. and Foxpath Lane. (UDO 3.2.2E) 3) Where Fire Hydrants are located on private property an easement should be established around them for future maintenance. (UDO 3.2.2E)	
Transportation Department Review		Approved	10/24/2016	No Comments Provided by Reviewer.	
Watershed Management Review DRC		Pending Review			



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Approved	08/11/2016		
					<ol style="list-style-type: none">1. Provide a lot grading plan and identify areas where mass grading of lots will occur. (SWDM 1.1)2. Ensure positive drainage is provided along the buffer area between Hampton Lake and Lawton Station. (UDO 5.10.3)3. Ensure the proposed grading plan does not cause lots to discharge directly to adjacent undeveloped/wetland areas. Provide a site design to include BMPs in these areas to provide quality and quantity control of runoff generated from these lots. (UDO 5.10.3)4. Provide clarification on the intent of the proposed phasing plan.



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Revisions Required	10/21/2016		
				<p>1. Where phasing is proposed, the phase for which the Final Development Plan approval is requested shall be designed in a manner that allows it to fully function independently regarding services, utilities, circulation, facilities, and open space irrespective of the completion of other proposed phases (UDO 3.10.3.B.7).</p> <p>2. Extend limits of disturbance and phasing line around the Parking area EC2.1 and the Crystal Lake area to include all areas that will be disturbed and label all existing E&SC controls on site. (Stormwater Design Manual 9.0.1).</p> <p>3. Clarify controls that will be used to protect the existing lakes. Turbidity curtains and other necessary sediment and erosion control measures need to exist to protect the existing lake during construction and lot construction phases. (Stormwater Design Manual 6.5.2, 7.2).</p> <p>4. If dewatering is to occur the Town of Bluffton is to be notified within 24 hours prior to initiation.</p> <p>5. Provide a site specific Stormwater Narrative within the Master Stormwater Report provided and other site specific data to provide consistency between the Phase 5 plan set and Master Stormwater Report to include but not limited to drainage areas, soil classification map, composite curve number and time of concentration calculations, link-node diagrams, and any other stormwater model inputs specific to Phase 5. (SWDM 1.1)</p> <p>6. Update soil classifications and curve numbers and update all calculations specific to Phase 5 for consistency with the most recent NRCS soil classifications available. (SWDM 1.1)</p> <p>7. Provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1)</p> <p>8. Littoral shelves have been included as an in-series BMP. Littoral shelves are a design component of wet detention ponds and therefore cannot be considered as an in-series BMP. Only BMPs with a BMP Fact Sheets in Section 7 of the SWDM may be considered in for credit as a Stormwater BMP. If the designer proposes a site design including a BMP type not currently included in the Fact Sheet series, the designer should provide a BMP Fact Sheet acceptable to the Town. If a BMP Fact Sheet acceptable to the Town is not available the Town can create a BMP Fact Sheet in partnership with the Watershed Management Technical Advisory Committee (TAC) at the applicants request. Note: A minimum of 3 months is required for developing a new BMP Fact Sheet in order to allow time for review by the TAC, public comment and communicating Stormwater Design Manual updates to the Mayor and Town Council. Consider providing vegetated swales as the BMP to satisfy the requirement.</p>	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr	
						<p>9. Provide supporting documentation for the pipe sizing calculations to include but not limited to drainage areas and time of concentration flow paths for all inlets, and providing Structure IDs consistent with the nomenclature on the Phase 5 plan set. (SWDM 1.1)</p> <p>10. Provide drainage easements in accordance with the guidance provided in SWDM Sections 4.1.8, 5.1.6, and 6.3.3. (SWDM 1.1.1.j) Additional drainage easements needed but not depicted on the Phase 5 plan set include but may not be limited to pipe run YI-25 to YI-41, YI-52 to CS-2, and property line swales where appropriate.</p> <p>11. The proposed grading plan shows that several lots will discharge directly to the adjacent wetland and other un-developed areas without being routed through a BMP. Revise the proposed site design to include BMPs in these areas to provide quality and quantity control for runoff generated from these lots. (UDO 5.10.3)</p> <p>12. Ensure positive drainage is provided along the buffer area between Hampton Lake and Lawton Station. (UDO 5.10.3)</p>



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Revisions Required	11/09/2016	<ol style="list-style-type: none"> 1. Provide a site specific Stormwater Narrative within the Master Stormwater Report provided and other site specific data to provide consistency between the Phase 5 plan set and Master Stormwater Report to include but not limited to drainage areas, soil classification map, composite curve number and time of concentration calculations, link-node diagrams, and any other stormwater model inputs specific to Phase 5. (SWDM 1.1) A site specific Narrative was provided, however not all site specific exhibits and data required to complete the review of the Stormwater Management Report was provided. 2. Update soil classifications and curve numbers and update all calculations specific to Phase 5 for consistency with the most recent NRCS soil classifications available. (SWDM 1.1) Updated curve numbers and calculations consistent with the most recent NRCS soil classification data specific to Phase 5 were not provided. 3. Provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1) Provide construction details for the proposed infiltration BMPs and an irrigation areas exhibit to accompany the calculations provided with the resubmittal, and increase the percent on-lot pervious area being irrigated to 100% for the Phase 5 weighted curve number calculations; the entire pervious area is typically irrigated for the lot size and configuration proposed for Phase 5. 4. Provide inlet and pipe sizing calculations for the proposed storm sewer collection system and all culvert crossings. The 25-year design storm shall be used to design the proposed storm sewer collection system and culvert crossings. Additionally, all culvert crossings shall demonstrate passage of the 100-year storm event without damage to physical facilities (such as conveyance past finished floor elevations and under roadways without washing out embankments). (SWDM 3.1 & 4.1) The rim elevations on the plan set do not match the rim elevations used in the inlet and pipe sizing calculations. 5. The proposed grading plan shows that several lots will discharge directly to the adjacent wetland and other un-developed areas without being routed through a BMP. Revise the proposed site design to include BMPs in these areas, or re-grade these areas to drain to currently proposed BMPs to the maximum extent practicable to provide quality and quantity control for runoff generated from these lots. (UDO 5.10.3) 	

PLAN DESCRIPTION: The applicant is requesting approval for a preliminary development plan for Hampton Lake Phase 5. This plan consists of 93 residential lots and associated infrastructure. The application was heard at the August 16th DRC Meeting and comments provided. A final application was submitted and comments provided to the applicant at the October 24, 2016 DRC meeting.
 Status: Awaiting resubmittal.

PROJECT NAME: HAMPTON LAKE PHASE 5



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
DP-05-16-009701	05/31/2016		Development Plan	Active	Kevin Icard

Applicant: Thomas and Hutton

Owner: University Investments

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	06/10/2016	No Comment submitted by reviewer.	
Beaufort Jasper Water and Sewer Revi		Approved	09/09/2016	1) Project approved with comments by BJWSA for DRP submittal to SCDHEC.	
Building Safety Review		Approved	06/10/2016	No Comment submitted by reviewer.	
Building Safety Review		Approved	09/09/2016	No comment by reviewer	
Fire Department Review		Approved	06/10/2016	No Comment submitted by reviewer.	
Fire Department Review		Approved	09/09/2016	No comment by reviewer	
Planning Commission Review		Approved	06/10/2016	No comments by reviewer	
Planning Commission Review		Approved	09/09/2016		
Planning Review - Address		Approved	05/31/2016	No comments by reviewer	
Planning Review - Address		Not Required	09/09/2016		
Planning Review - SR		Approved	06/10/2016	No comments - See Transportation comments	
Planning Review - SR		Approved	09/09/2016		
Police Department Review		Approved	06/10/2016	No Comment submitted by reviewer.	
Police Department Review		Approved	09/09/2016		
Transportation Department Review		Approved with Conditions	06/10/2016	1) The proposed road alignment illustrates a very sharp turn between Station 6+00 and 7+00. Town staff recommends the Applicant consider creating a stub road for the continuation of Buckwalter Place Boulevard westward towards Parcel 10B and having the southern cul-de-sac intersect at a right angle with Buckwalter Place. (ZDSO 90/30, Section 5.2.1.6.A.B.C. and I.) 2) Pedestrian connectivity is strongly encouraged between the Buckwalter Place and Parcels 10A and 10B. Provide a sidewalk connection on one side of the road to accomplish this connectivity. (UDO Section 3.2.2.E)	
Transportation Department Review		Approved	09/09/2016		
Watershed Management Review		Approved	06/10/2016	1. Provide SCDHEC-OCRM approval. Development Plan Application Checklist 2. At the time of Final Development Plan application, Provide a copy of wetland delineation and wetland certification from Corps of Engineers and SCDHEC. 3. At the time of Final Development Plan application, this project shall comply with Section 5.10 of the UDO, as well as the Bluffton Stormwater Design Manual. UDO 5.10.1.C.1 4. At the time of Final Development Plan application, delineate Limits of Disturbance. SWDM 9.0 5. At the time of Final Development Plan application, provide project specific construction activity schedule. SWDM 9.0 6. At the time of Final Development Plan application, identify lay-down/construction prep/stockpile area on plans, and protect adjacent areas as necessary. SWDM 9.0 7. At the time of Final Development Plan application, Stormwater management report, calculations and supporting documents for the TMDL for the Okatie Watershed will be reviewed upon receipt. SWDM 1.1.3	
Watershed Management Review DRC		Pending Review			



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved with Conditions	10/19/2016	Parcel has existing water and sewer stub-outs. Design reviewed and approved with comments by BJWSA under the condition that the facility will be used for wholesale seafood distribution only. No seafood processing will be allowed without the installation of a BJWSA approved oil-water separator or grease trap.	
Building Safety Review		Approved	09/29/2016		
Fire Department Review		Approved	10/21/2016	No Comments provided by reviewer.	
Planning Commission Review		Approved	10/21/2016	No Comments provided by reviewers.	
Planning Review - Address		Approved	09/29/2016		
Planning Review - SR		Revisions Required	10/24/2016	1. Provide sidewalk connection from public road to the main entrance of the building.	
Planning Review - SR		Revisions Required	10/24/2016	1. As a lot fronting Red Cedar Street, the front of the lot setback is 35' for buildings and 25' for parking and buffers. The submitted plans show a 25' setback. Update the label to show the 25' setback as a "Buffer and Parking Setback" and add an additional "building setback" line 35' from the Red Cedar ROW. (Bluffton Park Initial Master Plan (IMP) Development Standards Section VII.B.1) 2. Provide parcel numbers for property and adjacent parcels visible on plans. (Application Checklist) 3. SCE&G Electric Letter is not signed. With final submittal, Provide Authorized Signatures. (Application Checklist) 4. Lots 44-47, A2 and 53-59 on Red Cedar Street shall plant street trees in front of individual lots in the tree lawn between the sidewalk and the street curb according to a plan provided by Quinnco-D'Amico Shults LLC. (IMP Design Guidelines Section 3.3) 5. The schedule of drawings notes sheet two as Tree Protection plan, but no existing trees are shown. Provide a landscape plan including the items listed in the Application Checklist. (Applications Checklist) 6. Clarify material for gravel drive/ proposed concrete paving area east of the proposed structure. 7. As project moves forward to Final Development Plan Submittal, provide all additional information as noted on the Application Checklist as well as a signed copy of the Application Checklist.	
Police Department Review		Approved	10/21/2016	No Comments provided by reviewer.	
Transportation Department Review		Approved	10/24/2016	No comments provided by reviewer.	



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Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC	Approved	10/20/2016	1. At the time of Final Development Plan application, provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1) 2. At the time of Final Development Plan application, provide a site design containing at a minimum one wet detention BMP, one vegetative BMP and one filter or infiltration based BMP in series. Projects shall be designed to include a minimum of three BMPs in series, also referred to as a BMP "treatment train," to meet the requirements set forth in Section 5.10 of the Unified Development Ordinance. (SWDM 7.0) Also reference SWDM Section 7.3 for guidance on BMP placement strategy. 3. At the time of Final Development Plan application, provide a BMP Operation & Maintenance Plan and Agreement in accordance with UDO Section 5.10.4.B. The effectiveness of each of the BMPs and stormwater management facilities depends upon appropriate application of design and regular maintenance. Many of the health and safety concerns that may arise when the BMPs or stormwater management facilities are installed can be addressed by a scheduled maintenance plan. Therefore, the stormwater management plan must contain a maintenance plan component, including schedule, for each BMP and facility incorporated into the Stormwater system. (SWDM 1.2)		

PLAN DESCRIPTION: The applicant is seeking approval of a Preliminary Development Plan for a wholesale seafood facility located within the Bluffton Park Business District. The parcel is located in the Shultz PUD, in the Bluffton Park Master Plan, in the Business Park Land use. As such, permitted uses include light manufacturing, regional warehouses, distribution operations back-office operations, commercial businesses, office space, office/warehouse operations, wholesale/retail businesses, and commercial service businesses. Additionally, uses allowed in the General Commercial District, Light Industrial District, and Development District under Beaufort County Zoning and Development Standards Ordinance. Lot 53 IV-A. The Application was heard at the 10/25 DRC Meeting and comments provided to the applicant.

STATUS: Awaiting submission of Final Development Plan Application.

PROJECT NAME:

DP-08-16-010036	08/19/2016		Development Plan	Active	Kevin Icard
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Applicant: THOMAS & HUTTON ENGINEERING CO. **Owner:** D R Horton

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

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Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	09/01/2016	Preliminary design has been approved with comments by BJWSA's Design Review Team	
Beaufort Jasper Water and Sewer Revi		Approved with Conditions	11/18/2016	Approved with comments for Delegated Review Program (DRP) submittal to SCDHEC for water and wastewater construction permitting.	
Building Safety Review		Revisions Required	08/22/2016	Detectable warning devices should be located at all locations where foot traffic crosses vehicle traffic areas per ICC/ANSI A117.1 sections 406.12, 406.13, and 406.14.	
Building Safety Review		Approved	11/03/2016		
Fire Department Review		Approved	09/01/2016	No comments provided by reviewer	
Fire Department Review		Approved	11/18/2016	No comments provided by reviewer.	
Planning Commission Review		Approved	09/01/2016	No comment by reviewer	
Planning Commission Review		Approved	11/18/2016	No comments provided by reviewer.	
Planning Review - Address		Revisions Required	08/23/2016	1) Provide proof of ownership to this parcel. 2) Addresses will be provided before Final.	
Planning Review - Address		Approved	11/01/2016	1) Addresses will be provided before subdivision plan.	
Planning Review - SR		Approved	09/01/2016	Comments provided by Rick Gammon	
Planning Review - SR		Revisions Required	11/18/2016	1) Provide approval letters from necessary regulatory agencies at final review 1. Horizon Trail & (non-named street) connection at station 11+00, consider revising pedestrian connection to line up. 2. Show name of unnamed street listed above. 3. Clarify where stop sign note is revised. Add stopsign at intersection on Horizon Trail @ Station 11+00. 4. Provide approval letters from DHEC, Army Corp. of Eng., Fire District, BJWSA, SCE&G, Hargray, Natural Gas (if applicable). 5. Detectable warning devices should be located at all locations where foot traffic crosses vehicle traffic areas per ICC/ANSI A117.1 sections 406.12, 406.13, and 406.14. 6. Addresses need to be applied to all lots.	
Police Department Review		Approved	08/22/2016		
Police Department Review		Approved	11/10/2016		
Transportation Department Review		Approved	09/01/2016	1) Show stop sign at intersection on Horizon Trail at Station Point 11+00	
Transportation Department Review		Approved	11/18/2016	No comments by reviewer.	
Watershed Management Review DRC		Approved	09/01/2016		



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Watershed Management Review DRC	Revisions Required	11/14/2016	<p>1. The isolated wetland on site does not have an apparent outfall location. Provide an additional pre-development drainage basin for the isolated wetland on site, and assume this area has no discharge for all design storms (Water Quality, 2-year, 10-year, 25-year & 100-year Design Storms), alternately the isolated wetland can be included in the Stormwater Management Report Model as a ponding area with a broad crested weir overflow outfall giving the ability to route the aforementioned design storms and maintain the pre-development hydrology based on site specific conditions as required.</p> <p>2. The proposed grading plan shows that several lots will discharge directly to the adjacent wetland/un-developed areas without being routed through a BMP. Revise the proposed site design to include BMPs in these areas, or re-grade these areas to drain to currently proposed BMPs to provide quality and quantity control for runoff generated from these lots to the maximum extent practicable. (UDO 5.10.3)</p>		
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PLAN DESCRIPTION: The Applicant is requesting a preliminary Development Plan that will consist of (49) single family lots with infrastructure on +/- 18.3 Acres. the owner of the property is D.R. Horton, Inc.

Status: Awaiting Final Submittal addressing comments provided at 09/06/16 DRC Hearing.

Status: 11/1/16 Revised plans have been received by staff.

PROJECT NAME: HERITAGE AT NEW RIVERSIDE PHASE 2C

DP-07-16-009851	07/05/2016		Development Plan	Active	Kevin Icard
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Applicant: Thomas and Hutton

Owner: University Investments

REVIEW ITEM SUMMARY:



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Town of Bluffton

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	07/20/2016	No comment provided by reviewer	
Building Safety Review		Approved	07/20/2016		
Fire Department Review		Approved with Conditions	07/19/2016	<ol style="list-style-type: none"> 1. Provide building construction type for the building in order to determine the proper fire flow calculations. 2. Due to the size and layout of the building, one hydrant for the site will not be adequate for fire protection. Additional hydrants will be required. 3. Provide information on the drawings as to where the fire department connection for the sprinkler system will be installed. 4. The building will need to be equipped with a Knox box as well as Knox locking plugs for the FDC. 5. Provide documentation showing that the service turnaround located on the northwest corner of the building will be able to accommodate emergency apparatus. 	
Planning Commission Review		Approved	07/20/2016	No comment provided by reviewer	
Planning Review - Address		Approved	07/07/2016	1) The address that has been assigned is: 1245 Bluffton Pkwy.	
Planning Review - SR		Approved	07/20/2016	No comment by reviewer	
Police Department Review		Approved	07/20/2016	No comment provided by reviewer	
Transportation Department Review		Approved	07/20/2016	<ol style="list-style-type: none"> 1. Per the Planning Commission's conditional approval, the driveway alignment will need to be reviewed and adjusted. Staff will share a potential alternative that may meet this requirement at the meeting. 2. Suggestion - Please review water and sewer plan. Consider running 8" water line behind the building to the service area. This can potentially cut down a significant amount of water line that is needed for the project. 	



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC	Approved		07/18/2016		
<p>1. At the time of Final Development Plan application, provide a Stormwater Management Plan meeting all the requirements of the Unified Development Ordinance and Stormwater Design Manual (SWDM). (SWDM 1.1.1) In the event that any requirement is not satisfied by the site design and calculations, the applicant shall submit a formal waiver request in accordance with Section 5.10.3.F of the UDO. The applicant shall submit the waiver request to the UDO Administrator, Heather Colin, describing the exceptional circumstances on site, unnecessary hardship caused by meeting the requirement, and how the proposed design is still consistent with the intent of Section 5.10 of the UDO. The UDO Administrator will conduct a review of the request and will issue a decision within 15 working days of receiving the request.</p> <p>2. At the time of Final Development Plan application, provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1)</p> <p>3. At the time of Final Development Plan application, provide a site design containing at a minimum one wet detention BMP, one vegetative BMP and one filter or infiltration based BMP in series. Projects shall be designed to include a minimum of three BMPs in series, also referred to as a BMP "treatment train," to meet the requirements set forth in Section 5.10 of the Unified Development Ordinance. (SWDM 7.0) Also reference SWDM Section 7.3 for guidance on BMP placement strategy.</p> <p>4. At the time of Final Development Plan application, provide disconnection of impervious surface with vegetative surfaces to the maximum extent practicable. (UDO 5.10.3.A.2)</p> <p>5. At the time of Final Development Plan application, provide a BMP Operation & Maintenance Plan and Agreement in accordance with UDO Section 5.10.4.B. The effectiveness of each of the BMPs and stormwater management facilities depends upon appropriate application of design and regular maintenance. Many of the health and safety concerns that may arise when the BMPs or stormwater management facilities are installed can be addressed by a scheduled maintenance plan. Therefore, the stormwater management plan must contain a maintenance plan component, including schedule, for each BMP and facility incorporated into the Stormwater system. (SWDM 1.2)</p> <p>6. At the time of Final Development Plan application, provide a "Method 1" Water Quality Analysis for parcels less than 20 acres, or a "Method 2" Water Quality Analysis for parcels equal to or greater than 20 acres. (SWDM 8.1)</p>					

PLAN DESCRIPTION: The Applicant is requesting a Preliminary Development Plan for the proposed project of approximately 45,000 single story building with 64 assisted living units, associated utilities, access, and erosion control.

Status: 9/29/16 Staff is waiting for revised plans. Staff provided an option for the driveway configuration. The applicant has not resubmitted their plans.



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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PROJECT NAME: MEMORY CARE AMERICA

DP-08-16-010021	08/15/2016		Development Plan	Active	Kevin Icard
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Applicant: Thomas & Hutton

Owner: D R Horton Inc

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	08/26/2016	No Comment submitted.	
Beaufort Jasper Water and Sewer Revi		Revisions Required	11/09/2016	Awaiting design revisions prior to approval by BJWSA and DRP submittal to SCDHEC.	
Building Safety Review		Approved	08/25/2016	No comment by reviewer	
Building Safety Review		Approved	11/10/2016	No comments were provided by the reviewer.	
Fire Department Review		Approved with Conditions	08/25/2016	1. Provide details that the turnaround will accommodate emergency apparatus.	
Fire Department Review		Approved with Conditions	11/10/2016	Ensure that turn arounds can accommodate emergency apparatus, including ladder truck.	
Planning Commission Review		Approved	08/25/2016	No comment by reviewer	
Planning Commission Review		Approved	11/10/2016		
Planning Review - Address		Revisions Required	08/16/2016	1) Benson Road is not an approved street name. It is currently being used elsewhere. I will provide you a copy of what I checked a couple of years ago of street names you can use. 2) Just a reminder that all development permits that had previously expired and were covered under the SC State Bill 3445 will expire on December 31, 2016.	
Planning Review - Address		Revisions Required	11/01/2016	1) Waterflow Court is too similar to Waterfowl Rd. 2) Sifted Grain Circle cannot be used on two different Streets. 3) Provide two new street names and change Sifted Grain Circle to Sifted Grain Road or one of your choices.	
Planning Review - SR		Approved	08/26/2016	No comments	
Planning Review - SR		Revisions Required	11/10/2016	1. Road names have been changed. Please see addressing comment. 2. Clarify where driveway note for Lot 858 is provided. 3. Provide letters of approval from DHEC, Army Corp. of Eng., Fire District, BJWSA, SCE&G, Hargray, Natural Gas (if applicable) (Application Manual)	
Police Department Review		Approved	08/22/2016		
Police Department Review		Approved	11/10/2016	No comments were provided by the reviewer.	
Transportation Department Review		Revisions Required	08/26/2016	1) Add stop sign at northern intersection (station point 9+00) of Benson Road and Great Harvest Road. 2) Lot 858 locate driveway maximum distance from stop sign.	
Transportation Department Review		Approved	11/10/2016		



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC	Approved		08/26/2016		

1. At the time of Final Development Plan application, provide a Stormwater Management Plan meeting all the requirements of the Unified Development Ordinance and Stormwater Design Manual (SWDM). (SWDM 1.1.1) In the event that any requirement is not satisfied by the site design and calculations, the applicant shall submit a formal waiver request in accordance with Section 5.10.3.F of the UDO. The applicant shall submit the waiver request to the UDO Administrator, Heather Colin, describing the exceptional circumstances on site, unnecessary hardship caused by meeting the requirement, and how the proposed design is still consistent with the intent of Section 5.10 of the UDO. The UDO Administrator will conduct a review of the request and will issue a decision within 15 working days of receiving the request.
2. At the time of Final Development Plan application, provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1)
3. At the time of Final Development Plan application, provide a site design containing at a minimum one wet detention BMP, one vegetative BMP and one filter or infiltration based BMP in series. Projects shall be designed to include a minimum of three BMPs in series, also referred to as a BMP "treatment train," to meet the requirements set forth in Section 5.10 of the Unified Development Ordinance. (SWDM 7.0) Also reference SWDM Section 7.3 for guidance on BMP placement strategy.
4. At the time of Final Development Plan application, provide disconnection of impervious surface with vegetative surfaces to the maximum extent practicable. (UDO 5.10.3.A.2)
5. At the time of Final Development Plan application, provide a BMP Operation & Maintenance Plan and Agreement in accordance with UDO Section 5.10.4.B. The effectiveness of each of the BMPs and stormwater management facilities depends upon appropriate application of design and regular maintenance. Many of the health and safety concerns that may arise when the BMPs or stormwater management facilities are installed can be addressed by a scheduled maintenance plan. Therefore, the stormwater management plan must contain a maintenance plan component, including schedule, for each BMP and facility incorporated into the Stormwater system. (SWDM 1.2)
6. At the time of Final Development Plan application, provide a "Method 1" Water Quality Analysis for parcels less than 20 acres, or a "Method 2" Water Quality Analysis for parcels equal to or greater than 20 acres. (SWDM 8.1)



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Revisions Required	11/10/2016		
<p>1. The pre-development condition of the Stormwater Management Report includes recently developed areas. Revise the Stormwater Management Report to use the un-developed condition to estimate pre-development stormwater volumes and peak rates of discharge. (SWDM 1.0.3)</p> <p>2. Provide a Link-Node Diagram for pre- and post- development conditions. (SWDM 1.1.3)</p> <p>3. The landuse classification of "Woods" in "Good Condition" for forested areas in the pre-development condition should be used for the purposes of hydrologic analysis and routing of the Water Quality Design Storm Event. (UDO 5.10.3.C)</p> <p>4. The post development condition is assigned a landuse classification of "Open Space" in "Poor Condition" in some Open Space areas. Assigning this classification assumes the site will not meet Town or State standard for site stabilization, provide clarification. (SWDM 1.1.3 & 9.0)</p> <p>5. The post development condition is assigned a landuse classification of "Woods" in "Poor Condition" in some forested areas, provide clarification. (SWDM 1.1.3)</p> <p>6. The pre-development condition is assigned a landuse classification of "Woods" in "Poor Condition" in some forested areas, provide clarification. (SWDM 1.1.3)</p> <p>7. Provide rip-rap outlet protection sizing calculations and detail for the Lagoon 26B outfall. (SWDM 3.4)</p> <p>8. Provide inlet protection for YI 492. (SWDM 9.0)</p> <p>9. Provide location for proposed site(s) for water quality testing and monitoring. (SWDM 1.1.1.(l))</p> <p>10. Consider removing extraneous labels from E&SC sheets.</p> <p>11. Consider using open space adjacent to the following Grate Inlet numbers for additional water quality treatment: 475, 479, 483, 487, 488.</p>					

PLAN DESCRIPTION: The applicant is requesting approval to construct 62 new single family residential lots along with associated infrastructure.

Status: Under Staff review and will be scheduled for DRC Hearing on September 6, 2016

Status: Moved to 08/30/2016 DRC Hearing

Status: Awaiting Final for comments provided at 08/30/2016 DRC Hearing

Status: Comments were provided to the applicant on 11/10/16 for 11/15/16 DRC meeting.

PROJECT NAME: CYPRESS RIDGE PHASE 8

DP-05-16-009632	05/04/2016		Development Plan	Active	Rick Gammon
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Applicant: THOMAS & HUTTON ENGINEERING CO.

Owner: Centex Homes

REVIEW ITEM SUMMARY:



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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	05/18/2016	No Comments by Reviewer.	
Beaufort Jasper Water and Sewer Revi		Approved	08/26/2016	No comment by reviewer	
Building Safety Review		Approved	05/18/2016	No Comments by Reviewer.	
Building Safety Review		Approved	08/26/2016	No Comments Submitted.	
Fire Department Review		Approved	05/18/2016	No Comments by Reviewer.	
Fire Department Review		Approved with Conditions	08/25/2016	1. Relocate hydrant to the corner of Augustine and Hager Roads for better utilization of the Fire District.	
Planning Commission Review		Approved	05/18/2016	No comment	
Planning Commission Review		Approved	08/26/2016	No Comments Submitted.	
Planning Review - Address		Approved	05/05/2016	1. All addresses have been assigned.	
Planning Review - Address		Approved	08/15/2016	1) Addresses have been provided to applicant.	
Planning Review - SR		Approved with Conditions	05/18/2016	1) The tree survey provided just locates significant trees and does not appear to locate any smaller trees. At Final Development Plan submittal, provide a complete tree survey locating all existing protected trees. (UDO Section 5.3.3.1) 2) With the Final Development Plan Review, provide a street tree plan, tree canopy coverage calculations and a tree mitigation plan. (UDO Section 5.3.3.F.4) 3) The Master Plan approval contained a condition that the amenity area development plans be submitted and approved with the Phase 2 Site Development Review. Update plans to include the amenity area and provide a narrative describing the timing and implementation of the proposed amenity area. Staff recommends that the amenity area be completed at a point when 70% of Phase 1 and 2 homes are completed or earlier. (UDO 3.2.2.E) 4) Recommendation: Proposed sidewalks are specified 4' wide. Consider widening the walkways to 5' wide to allow for safer pedestrian traffic.	
Planning Review - SR		Approved	08/26/2016	1) Staff recommendation add sidewalk on Lincoln Ct. (UDO 3.2.2E)	
Police Department Review		Approved	05/18/2016	No Comments by Reviewer.	
Police Department Review		Approved	08/22/2016		
Transportation Department Review		Approved with Conditions	05/18/2016	1) To conform to the road network and proposed connectivity that was approved with the Master Plan approval, extend Justin Drive to the southern boundary with Kent Estates and provide a stub road for future connectivity to adjacent property. 2) At Final Development Plan Review, verify that the inside radius shown at the Hager Road and Lincoln Lane intersection is adequate for emergency vehicles. (Application Checklist) 3) At Final Development Plan Review, provide text labels and dash in the proposed alignment of a future road connection and curb cut configuration west of the Hager Road South stub road. (UDO Section 5.7.3.B.1 and 5.7.3.C) 4) At Final Development Plan Review, verify that the proposed cul-de-sac pavement diameter and ROW meets SCDOT and Fire Department requirements. (Application Checklist) 5) At Final Development Plan Review, provide an update regarding the traffic signal warrant status for the Verdier Plantation/Hwy. 170 intersection.	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Transportation Department Review		Approved	08/26/2016	No comment by reviewer	
Watershed Management Review		Approved	05/18/2016	<p>1. At the time of Final Development Plan application, provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (Stormwater Design Manual (SWDM) 2.1)</p> <p>2. At the time of Final Development Plan application, provide a site design containing at a minimum one wet detention BMP, one vegetative BMP and one filter or infiltration based BMP in series. Projects shall be designed to include a minimum of three BMPs in series to meet the requirements set forth in Section 5.10 of the Unified Development Ordinance. (SWDM 7.0)</p> <p>3. At the time of Final Development Plan application, provide a "Method 1" Water Quality Analysis for parcels less than 20 acres, or a "Method 2" Water Quality Analysis for parcels equal to or greater than 20 acres. (SWDM 8.1)</p>	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Revisions Required	08/26/2016		

1. Provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1)
2. Provide a site design containing at a minimum one wet detention BMP, one vegetative BMP and one filter or infiltration based BMP in series. Projects shall be designed to include a minimum of three BMPs in series, also referred to as a BMP "treatment train," to meet the requirements set forth in Section 5.10 of the Unified Development Ordinance. (SWDM 7.0) Also reference SWDM Section 7.3 for guidance on BMP placement strategy.
3. Provide disconnection of impervious surface with vegetative surfaces to the maximum extent practicable. (UDO 5.10.3.A.2)
4. Provide a BMP Operation & Maintenance Plan and Agreement in accordance with UDO Section 5.10.4.B. The effectiveness of each of the BMPs and stormwater management facilities depends upon appropriate application of design and regular maintenance. Many of the health and safety concerns that may arise when the BMPs or stormwater management facilities are installed can be addressed by a scheduled maintenance plan. Therefore, the stormwater management plan must contain a maintenance plan component, including schedule, for each BMP and facility incorporated into the Stormwater system. (SWDM 1.2)
5. Provide a "Method 1" Water Quality Analysis for parcels less than 20 acres, or a "Method 2" Water Quality Analysis for parcels equal to or greater than 20 acres. (SWDM 8.1)
6. Provide inlet and pipe sizing calculations for the proposed storm sewer collection system and all culvert crossings. The 25-year design storm shall be used to design the proposed storm sewer collection system and culvert crossings. Additionally, all culvert crossings shall demonstrate passage of the 100-year storm event without damage to physical facilities (such as conveyance past finished floor elevations and under roadways without washing out embankments). (SWDM 3.1 & 4.1)
7. The proposed grading plan shows that several lots will discharge directly to the adjacent property without being routed through a treatment train of BMPs. Revise the proposed site design to include BMPs in these areas to provide quality and quantity control for runoff generated from these lots. (UDO 5.10.3)
8. Provide a second concrete washout location for the construction area off of Augustine Rd. at Pond 8. (Latitude 32° 16' 58'', Longitude -80° 56' 18'')(Reference Sheet EC1.2) (SWDM 9.0)
9. Provide pipe slope drains in areas where the pond bank is being re-graded. (SWDM 9.0)



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Watershed Management Review DRC Approved 09/20/2016

PLAN DESCRIPTION: The applicant is requesting the approval of a development plan to construct 67 single-family lots and associated infrastructure, and modification of existing sanitary sewer utilities to serve new lots.

Status: Preliminary approved. Awaiting final Development Plan application.

Status: Applicant submitted Final Development Plan and is under Staff Review to be scheduled for DRC hearing on August 30, 2016.

Status: Awaiting resubmittal for comments provided at 08/30/2016 DRC Hearing

PROJECT NAME: SEAGRASS STATION PHASE 2

Non PUD

DP-03-16-009548 04/21/2016 6 BRUIN RD Development Plan Active Katie Peterson

Applicant: R. Stewart Design, LLC

Owner: Henry Carroll

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	05/03/2016	No comment	
Beaufort Jasper Water and Sewer Revi		Revisions Required	11/09/2016	Per the Town of Bluffton UDO, please provide water and sewer services to all subdivided parcels. Submit utility site plan with all existing and proposed water and sewer services to BJWSA for DRT review prior to approval of the development plan.	
Building Safety Review		Approved	05/03/2016	No comment	
Building Safety Review		Revisions Required	11/09/2016	<ol style="list-style-type: none"> 1. Accessible parking shall be sized and marked per ICC/ANSI A117.1 Section 502. 2. At least one accessible space shall be van accessible per IBC section 1106.5. 3. If more than 25 spaces are required per the UDO at least two accessible spaces will be required per IBC section 1106.1. 4. Accessible routes from each building are to be identified to the accessible parking spaces. If these routes cross traffic patterns detectable warning devices are required per ICC/ANSI A117.1 sections 406.12, 406.13, and 406.14. 5. Additional comments may be made during the individual building permit reviews for each structure. 	
Fire Department Review		Approved	05/06/2016	No Comments submitted by reviewer.	
Fire Department Review		Approved	11/10/2016	No comments provided by the reviewer.	
Planning Commission Review		Approved	05/03/2016	No comments	
Planning Commission Review		Approved	11/10/2016		
Planning Review		Revisions Required	05/03/2016	<ol style="list-style-type: none"> 1) Provide a letter from the remaining property owner (not listed on the application) indicating that they consent to the proposed plans submitted with this application. (Application Checklist) 2) Provide proposed Horizontal Property Regime documents with the final plan submittal outlining ownership, access, parking, maintenance responsibilities, etc. (UDO Section 3.2.2.E) 3) To accommodate the proposed subdivision, submit a subdivision plan application and plat along with the final development plan application. (Application Manual) 4) To conform to the Commercial Cottage building standards, update the Bruin Road (side) setback to 8' wide for 76B. (UDO Section 5.15.5.A) 5) Clarify handicap accessible routes from parking to building entrances. (UDO Section 3.2.2.E) 6) Provide all required agency approval letters (DHEC, Fire Marshal, etc) with the final plan application. (Application Checklist) 7) Update tree canopy calculations to remove lot area covered by roof and adjust the canopy coverage percentage accordingly. Secondly, tree canopies from off site trees can only be used if they are located in the adjacent use setback area of the neighboring lot and are not subject to future removal. Finally, the proposed tree canopy indicated for the existing palms suggests a 32' diameter canopy. This seems to be an exaggeration of the typical palm canopy and should be adjusted to 20' diameter or less. (UDO Section 5.3.3.G and 5.3.7.D.1) 8) Provide tree protection fencing around all specimen trees (UDO Section 5.3.3.D.2) 9) Pursuant to UDO Section 5.3.7.A two street trees are required to be planted along the Bruin Road frontage adjacent to lot 76B. These trees will have to be smaller ornamental trees rather than canopy trees due to overhead power lines. 	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Planning Review - Address		Approved with Conditions	05/05/2016	1. The address for the Red Foxx Limited located at 6 Bruin Road will need to change. Currently we have two addresses which essentially are the same in E911. With the proposed new building there are no feasible numbers available without changing either Red Foxx LLC or changing the International Spa Institute. 2. Any additional buildings added to this parcel will require naming the driveway and assigning all addresses off the new named road. (UDO 3.15.2) A new street name application must be submitted with at least three names to be approved by Planning Commission. (UDO 3.15.3) 3) Please submit non-colored cad drawings so they can be printed.	
Planning Review - Address		Approved	10/28/2016		
Planning Review - SR		Revisions Required	11/08/2016	1. Provide easement documentation demonstrating shared access and parking is available to all existing and proposed development parcels. (UDO Section 5.7.4.A.5) 2. All dead-end roadways greater than 150' shall provide a suitable turnaround to accommodate emergency vehicles. (UDO Section 5.7.3.C.3.c) 3. Provide approval letters and any applicable permits from the following agencies: DHEC, SCDOT (encroachment permit for saw cut), Bluffton Township Fire District, BJW&S, SCE&G, and Electric Company. (Application Checklist) 4. Update the Bruin Road (front) setback label. (UDO Section 5.15.5.A) 5. Clarify handicap accessible routes from parking to building entrances. (UDO Section 3.2.2.E) 6. Update tree canopy calculations to remove lot area covered by roof and adjust the canopy coverage percentage accordingly including trees removed by Hurricane Matthew. The canopy calculations are required for the entire development plan site. Tree canopies from off site trees can only be used if they are located in the adjacent use setback area of the neighboring lot and are not subject to future removal. (UDO Section 5.3.3.G and 5.3.7.D.1) 7. Update plan to show existing water and sewer service and proposed locations of tie ins. (Applications Manual) 8. Clarify overhead power locations. (Applications Manual) 9. Provide location of dumpster pads and screening. (Applications Manual) 10. Provide a lighting plan showing location of existing including the addition of any new lighting to ensure illumination standards are met. (UDO Section 5.12.3.D) 11. All roadways on which development is proposed shall include large canopy trees that are planted no greater than 50 feet apart. As there is one tree existing on the site, two street trees are required to be planted along the Bruin Road frontage adjacent to lot 76B. Due to overhead power lines, small canopy trees, as defined by Derr's Woody Plant Manual, may substitute for the required Large canopy trees. Trees that generally work well under power lines include: Japanese Maples, Painted buckeye, Chinese Redbud, common smoke tree, gray-stemmed dogwood, Dwarf Burford Holly, and Little Gem Magnolias. Other trees may also be considered. (UDO Section 5.3.7.A., 5.3.4.E)	
Police Department Review		Approved	03/15/2016	No Comments	
Police Department Review		Approved	11/10/2016	No comments provided by the reviewer.	



GROWTH MANAGEMENT DETAILED APPLICATION REPORT

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Transportation Department Review		Revisions Required	05/03/2016	1) Pursuant to UDO Section n5.7.3.C.3.c, all dead-end roadways greater than 150' shall provide a suitable turnaround to accommodate emergency vehicles. 2) Provide easement documentation demonstrating shared access and parking is available to all existing and proposed development parcels. (UDO Section 3.2.2.E) 3) Provide parking area lighting plans and details to confirm conformance to the required lighting standards (UDO Section 5.12.3.D)	
Transportation Department Review		Approved	11/10/2016		
Watershed Management Review		Approved	05/03/2016	1. At the time of Final Development Plan application, provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (Stormwater Design Manual (SWDM) 2.1) 2. Projects shall be designed to include a minimum of three BMPs in series to meet the requirements set forth in Section 5.10 of the Unified Development Ordinance. (SWDM 7.0) 3. At the time of Final Development Plan application, provide a "Method 1" Water Quality Analysis for parcels less than 20 acres (SWDM 8.1)	
Watershed Management Review DRC		Revisions Required	11/10/2016	1. Provide a plan set prepared and signed and sealed by either an Engineer or Landscape Architect, as appropriate and consistent with South Carolina State Law. (Unified Development Ordinance 3.2.1.D) 2. Label the infiltration trench and swale on the plan set and provide construction details. (SWDM 1.1) 3. Revise Stormwater Report calculations to use HSG A soils, per the NRCS Soil Report. 4. Remove the infiltration trench and bio-retention undertrains if the intent of the intent of the BMP is to infiltrate stormwater runoff. (SWDM 7.7 & 7.9) 5. The AMC used for the pre-development condition is wet (AMC III) and the AMC used for the post development condition is average (AMC II). Use the average AMC condition (AMC II) for the pre- and post- development conditions. (SWDM 2.4) 6. 50% voids were used for calculating the available sub-surface storage area for the bio-retention area. Use 25% voids for the filter media (soil mix) and 40% voids for the gravel layer. (SWDM 7.7) 7. Consider removing the concrete box overflow weir. It does not appear to be tied into infrastructure offsite.	

PLAN DESCRIPTION: The applicant is requesting a DP a commercial cottage and associated site improvements.
Status: Final Development Plan is under review and will be heard at the 11/15 DRC meeting.

PROJECT NAME: CARROLL COTTAGE



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Preliminary Development Plan

DP-06-16-009752	06/09/2016	18 SCOTT WAY	Development Plan	Active	Pat Rooney
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Applicant: CrossFit 843

Owner: CrossFit 843

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	06/23/2016	No comments by reviewer	
Building Safety Review		Approved	06/20/2016	No comments by reviewer	
Fire Department Review		Approved	06/23/2016	1. Provide construction type to determine the required fire flow for the building. 2. Show the location and size for the fire suppression system water line. 3. Show the location of the fire department connection (FDC) on the plans. 4. A Knox box as well as locking FDC plugs will be required to be installed on this project.	
Planning Commission Review		Approved	06/20/2016	No comments by reviewer	
Planning Review - Address		Approved	06/10/2016		
Planning Review - SR		Approved	06/24/2016	1. Update tree removal plan to accommodate sub surface drainage impacts. (Application Checklist). 2. Provide clarification of material for "Outdoor Workout Area" located on southeast corner of building. (Application Checklist) 3. There is no indication of trash disposal or bike parking on the submitted plan. Provide verification on final submittal. (Application Checklist) 4. Provide Beaufort County encroachment permit on final development plan review. Staff has concerns regarding the northern access located on Persimmon Street in relation to the existing alley. (Application checklist) 5. Provide landscape plan at final review addressing requirements for street trees, foundation planting and parking lot landscaping. (Bluffton Park Design Guidelines) 6. Provide letters of approval and applicable permits from the required regulatory agencies. (Application Checklist)	
Police Department Review		Approved	06/15/2016		
Transportation Department Review		Approved	06/20/2016	No comments	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

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20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review		Approved	06/23/2016	<p>1. At the time of Final Development Plan application, provide a Stormwater Management Plan meeting all the requirements of the Unified Development Ordinance and Stormwater Design Manual (SWDM). (SWDM 1.1.1)</p> <p>2. At the time of Final Development Plan application, provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1)</p> <p>3. At the time of Final Development Plan application, provide a site design containing at a minimum one wet detention BMP, one vegetative BMP and one filter or infiltration based BMP in series. Projects shall be designed to include a minimum of three BMPs in series to meet the requirements set forth in Section 5.10 of the Unified Development Ordinance. (SWDM 7.0)</p> <p>4. At the time of Final Development Plan application, provide a "Method 1" Water Quality Analysis for parcels less than 20 acres, or a "Method 2" Water Quality Analysis for parcels equal to or greater than 20 acres. (SWDM 8.1)</p>	

PLAN DESCRIPTION: The applicant is requesting approval on a preliminary plan to construct a 11,300 SF gym facility located in Bluffton Park Business District. The property is zoned Planned Unit Development.

Status: Awaiting Final Submittal responding to comments provided at Preliminary DRC on June 28, 2016

PROJECT NAME: BLUFFTON PARK PHASE C-1

DP-08-15-009302	08/04/2015	80 LAUREL OAK BAY RD	Development Plan	Active	Kendra Lelie
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Applicant: THOMAS & HUTTON ENGINEERING CO.

Owner: May River Forest, LLC

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	08/05/2015	The address numbers listed on layout plan are acceptable numbers.	
Beaufort Jasper Water and Sewer Revi		Approved with Conditions	08/21/2015	1) Approval pending formal review by BJWSA.	
Beaufort Jasper Water and Sewer Revi		Approved	09/01/2016		
Building Safety Review		Approved	08/21/2015	No comment	
Building Safety Review		Approved	08/22/2016		
Fire Department Review		Approved with Conditions	08/21/2015	1) Verify type of gates proposed (electronic, or manual gates)	
Fire Department Review		Approved	09/01/2016		
Growth Management Dept Review (Pri		Approved with Conditions	08/19/2015	1) It is understood that the majority of the site may be currently cleared but some minor tree impacts appear to be required. Provide existing tree locations and tree removal information on the site development plans. Also, indicate any proposed screen plantings proposed to buffer the base yard area from the road. (Palmetto Bluff PUD development standards and Applications Manual). 2) When submitting for the final development plan application, provide copies of agency approval letters, proposed traffic control signage, pavement striping, and submit lighting information. (Application Manual) 3) Recommendation: Although not required, consider aligning the driveway intersection from the RV/boat parking with the transfer station driveway.	
Planning Commission Review		Approved	08/21/2015	No comment	
Planning Commission Review		Approved	08/26/2016		
Planning Review - Address		Approved	08/22/2016		
Planning Review - SR		Revisions Required	09/01/2016	Comments by Rick Gammon 1) It is understood that the majority of the site may be currently cleared but some minor tree impacts appear to be required. Provide existing tree locations and tree removal information on the site development plans. Also, indicate any proposed screen plantings proposed to buffer the base yard area from the road. (Palmetto Bluff PUD development standards and Applications Manual).	
Planning Review - SR		Approved	09/27/2016	No comments	
Police Department Review		Approved with Conditions	08/05/2015	The permit holder will be responsible to ensure that all contractors and sub contractors will have a Town Business License. The permit holder will also ensure that the hours of construction are within the Code of Ordinance.	
Police Department Review		Approved	08/22/2016		
Transportation Department Review		Approved	08/17/2015	No comment	
Transportation Department Review		Approved	08/26/2016		
Watershed Management Review		Approved	08/18/2015	1. Ensure impervious driveways leading from Laural Oak Bay Road to the Base Yard are being treated for water quality and quantity. Development Plan Application Checklist 2. Please provide more information regarding inlet protection and future maintenance for the inlet located in the Transfer Station Area. Stormwater Design Manual 3.2.6 3. If vehicle and boat washing will be taking place on-site, please clarify how waste water will be handled. Development Plan Application Checklist	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Revisions Required	08/25/2016		

1. Provide a Stormwater Management Plan meeting all the requirements of the Unified Development Ordinance and Stormwater Design Manual (SWDM). (SWDM 1.1.1) In the event that any requirement is not satisfied by the site design and calculations, the applicant shall submit a formal waiver request in accordance with Section 5.10.3.F of the UDO. The applicant shall submit the waiver request to the UDO Administrator, Heather Colin, describing the exceptional circumstances on site, unnecessary hardship caused by meeting the requirement, and how the proposed design is still consistent with the intent of Section 5.10 of the UDO. The UDO Administrator will conduct a review of the request and will issue a decision within 15 working days of receiving the request.
2. Provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1)
3. Provide a site design containing at a minimum one wet detention BMP, one vegetative BMP and one filter or infiltration based BMP in series. Projects shall be designed to include a minimum of three BMPs in series, also referred to as a BMP "treatment train," to meet the requirements set forth in Section 5.10 of the Unified Development Ordinance. (SWDM 7.0) Also reference SWDM Section 7.3 for guidance on BMP placement strategy.
4. Provide disconnection of impervious surface with vegetative surfaces to the maximum extent practicable. (UDO 5.10.3.A.2)
5. Provide a BMP Operation & Maintenance Plan and Agreement in accordance with UDO Section 5.10.4.B. The effectiveness of each of the BMPs and stormwater management facilities depends upon appropriate application of design and regular maintenance. Many of the health and safety concerns that may arise when the BMPs or stormwater management facilities are installed can be addressed by a scheduled maintenance plan. Therefore, the stormwater management plan must contain a maintenance plan component, including schedule, for each BMP and facility incorporated into the Stormwater system. (SWDM 1.2)
6. Provide a "Method 1" Water Quality Analysis for parcels less than 20 acres, or a "Method 2" Water Quality Analysis for parcels equal to or greater than 20 acres. (SWDM 8.1)
7. Show flow dissipation devices in all swales and remove silt fence from concentrated flow areas (Stormwater Design Manual 9.0.1)



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

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20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Revisions Required	09/27/2016	<ol style="list-style-type: none"> 1. Provide outlet protection for the Lagoon #1 outfall. (SWDM 7.14.2) 2. Provide details for all proposed stormwater BMPs to include but not limited to swale, and wet retention (including the outfall structure). (SWDM 1.1.1.m) 3. Provide justification/supporting documentation for pre-development condition of woods in fair condition. (SWDM 1.1) 4. Update Water Quality calculations to utilized AMC III in areas being irrigated in the post development condition. (SWDM 2.1) 5. Surface Irrigation and Vegetated Swale BMPs are not Infiltration BMPs. Propose alternate BMPs that are classified as Infiltration BMPs or provide filtering BMPs to meet the treatment train requirement. Infiltration BMPs are only required for sites with HSG A soils and the proposed site contains HSG A/D soils. (UDO 5.10.3.C) 6. Provide inlet and pipe sizing calculations for the proposed storm sewer collection system and all culvert crossings, and include all supporting documentation. The 25-year design storm shall be used to design the proposed storm sewer collection system and culvert crossings. (SWDM 3.1 & 4.1) 7. Provide conveyance calculations for the proposed swales. Online swales should be designed to pass the 25-year, 24-hour design storm with a minimum 0.5 foot freeboard. (SWDM 7.11.2) 8. Provide additional details for the Lagoon #2 ultimate outfall location. Based on the plan set the ditch appears to terminate immediately after the site. (SWDM 1.1.3) 	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Revisions Required	10/31/2016	<ol style="list-style-type: none"> 1. Provide justification/supporting documentation for pre-development condition of woods in fair condition. (SWDM 1.1) No justification/supporting documentation was provided. Consider providing consistency between the pre- and post- development condition for the woods land cover condition. 2. The Irrigation Reused Exhibit shows the majority of the areas proposed for reuse irrigation are in Phase 3. Provide a site design and phasing that allows each phase to fully function independently regarding services, utilities, circulation, facilities, and open space irrespective of the completion of other proposed phases (UDO 3.10.3.B.7) Note: The previous Irrigation Reuse Exhibit submitted on 9/15/2016 satisfied this requirement. 3. Provide an elevation for staging of the water quality volume within the proposed lagoons. (SWDM 1.1.3) Note: The proposed volume stored for use in the reuse irrigation system should be stored above the pond normal water level (Georgia DNR Guidelines for Water Reclamation and Urban Water Reuse); especially in areas with a high groundwater table and highly permeable soils. 4. The 2 year design storm was used to size the proposed storm sewer system, provide inlet and pipe sizing calculations for the proposed storm sewer collection system and all culvert crossings utilizing the 25-year design storm the; include all supporting documentation. (SWDM 3.1 & 4.1) Additionally, rim and invert elevations need to be updated for consistency with the plan set, and several crossing pipes were not included in the Inlet and Pipe Sizing Report or the ICPR Stormwater Model. Note: The final grading plan for the lot layout can allow up to six (6) inches of temporary ponding in the areas where the inlets are proposed. 5. The emergency spillway for Lagoon #1 is discharging stormwater flows for the 2- and 10 year design storms, however the invert of the emergency spillway must be located above the pond's 25-year peak water surface elevation. (SWDM 6.2.3) Consider providing an emergency spillway design with a control structure such as a concrete weir spanning the length of the spillway if the designer wishes to discharge stormwater flows from the spillway for the 2-, 10- and/or 25-year design storm(s). 6. Recommendation: Reuse irrigation in the proposed boat storage area may not be feasible. Consider irrigating alternate areas on site where irrigation heads will not be subject to vehicle loads and even distribution of spray irrigation will not be prevented by obstructions. The previous Irrigation Reuse Exhibit submitted on 9/15/2016 shows several areas that were initially proposed for reuse irrigation that are more suitable than the boat storage/parking area. 	
<p>PLAN DESCRIPTION: The applicant is requesting a Development Plan for the construction of a RV / Boat parking area and waste transfer station with associated infrastructure. The project site is located South of Laurel Oak Bay Road within the Uplands Tract with Palmetto Bluff PUD.</p> <p>STATUS: Approved to submit for final responding to comments provided at the 8/25/2015 DRC hearing.</p> <p>STATUS: Re submittal received on 9-30-2016.</p> <p>STATUS: 11-1-2016 Comments provided to the applicant and awaiting resubmittal.</p> <p>PROJECT NAME: PALMETTO BLUFF PHASE 2</p>					

DP-8-14-8070

08/06/2014

Development Plan

Active

Pat Rooney

Applicant: Thomas & Hutton

Owner: May River Forest, LLC

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	07/01/2016	No Comments Submitted by Reviewer.	
Beaufort Jasper Water and Sewer Revi		Approved	09/16/2016	Approved wit comments for DRP submittal by BJWSA. Awaiting DHEC construction permits	
Building Safety Review		Approved	07/01/2016	No Comments Submitted by Reviewer.	
Building Safety Review		Approved	09/16/2016	No comment by reviewer	
Fire Department Review		Approved	07/01/2016	No Comments Submitted by Reviewer.	
Fire Department Review		Approved	09/16/2016	No comment by reviewer	
Planning Commission Review		Approved	07/01/2016	No Comments Submitted by Reviewers.	
Planning Commission Review		Approved	09/16/2016		
Planning Review - Address		Approved with Conditions	07/01/2016	1) Submit street naming application for new roads or provide list previously approved by the County. All new street names have to go before Planning Commission per UDO Section 3.15.4. Planning Commission only meets once a month.	
Planning Review - Address		Revisions Required	09/06/2016	1) Road names must go through Planning Commission and be approved. Once they have been approved, please add road names to Final Development Plan. 2) Addressing will be completed once new/approved roads names are submitted.	
Planning Review - Address		Approved	11/10/2016		
Planning Review - SR		Approved	07/01/2016	1. Provide Site data table (Application checklist) 2. Provide necessary letters of approval from appropriate agencies at final review. (Application checklist) 3. Provide clarification in reference to lot count and open space, in regards to conformance of Master Plan. Open Space and access to archeological site has been eliminated. (Southern Oaks Initial Master Plan) 4. Identify archeological buffer zone for lots 15 and 16. (UDO 3.2.2 E) 5. Staff recommends extending silt fence along west end of proposed lagoon. 6. Staff recommends planting street trees on both sides of roadway.	
Planning Review - SR		Approved	09/16/2016		
Police Department Review		Approved	06/28/2016		
Police Department Review		Approved	09/09/2016	No comment by reviewer	
Transportation Department Review		Approved	07/01/2016		
Transportation Department Review		Approved	09/16/2016	No comment by reviewer	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review		Approved	06/29/2016		
					<ol style="list-style-type: none"> 1. At the time of Final Development Plan application, provide a Stormwater Management Plan meeting all the requirements of the Unified Development Ordinance and Stormwater Design Manual (SWDM). (SWDM 1.1.1) 2. At the time of Final Development Plan application, provide a site design and calculations showing compliance with the Water Quality Requirement of Section 5.10.3.C of the Unified Development Ordinance (UDO) which states that in areas of Hydrologic Soil Groups A and B, the development shall control and infiltrate the first one inch of stormwater runoff from the entire development or maintain the pre-development hydrology of the property for the Water Quality Design Storm Event, whichever is greater, and in areas of Hydrologic Soil Groups C and D only, the development shall maintain the pre-development hydrology of the property for the Water Quality Design Storm Event. The Water Quality Design Storm is defined as the amount of rainfall that occurs with the 95% storm event utilizing historic rainfall data collected at the Savannah Airport. 1.95 inches of rainfall during a 24-hour duration storm event has been identified as the 95% storm event. (Unified Development Ordinance (UDO) 5.10.3.C) Additionally, hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1) 3. At the time of Final Development Plan application, provide a site design containing at a minimum one wet detention BMP, one vegetative BMP and one filter or infiltration based BMP in series. Projects shall be designed to include a minimum of three BMPs in series to meet the requirements set forth in Section 5.10 of the Unified Development Ordinance. (SWDM 7.0) 4. At the Time of Final Development Plan application, provide a BMP Operation & Maintenance Plan and Agreement in accordance with UDO Section 5.10.4.B. 5. At the time of Final Development Plan application, provide a "Method 1" Water Quality Analysis for parcels less than 20 acres, or a "Method 2" Water Quality Analysis for parcels equal to or greater than 20 acres. (SWDM 8.1)



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Revisions Required	09/16/2016		

1. Hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1)
2. Provide supporting documentation for inlet and pipe sizing calculations for the proposed storm sewer collection system and all culvert crossings. The 25-year design storm shall be used to design the proposed storm sewer collection system and culvert crossings. Additionally, all culvert crossings shall demonstrate passage of the 100-year storm event without damage to physical facilities (such as conveyance past finished floor elevations and under roadways without washing out embankments). (SWDM 3.1 & 4.1)
3. Provide a site design containing at a minimum one wet detention BMP, one vegetative BMP and one filter or infiltration based BMP in series. Projects shall be designed to include a minimum of three BMPs in series to meet the requirements set forth in Section 5.10 of the Unified Development Ordinance. (SWDM 7.0) Surface Spray re-use irrigation is a Rainwater Harvesting BMP and not an Infiltration BMP.
4. The proposed volume stored for use in the reuse irrigation system should be stored above the pond normal water level. (Georgia DNR Guidelines for Water Reclamation and Urban Water Reuse)
5. The Time of Concentration (Tc) for DB2 was calculated for an un-developed area that does not accurately represent the remaining developed area of DB2. Break the developed and undeveloped areas of the site into separate drainage basins to the maximum extent practical and provide Tc calculations for each. (SWDM Ch. 2)
6. The proposed grading plan shows that several lots will discharge directly to the adjacent wetland without being routed through a BMP. Revise the proposed site design to include BMPs in these areas to provide quality and quantity control for runoff generated from these lots. (UDO 5.10.3)
7. Provide ICPR post development output reports for all nodes, basins and links. Insufficient documentation was provided to complete the review of the stormwater management report. (SWDM 1.1)
8. Provide the retaining wall design and include a detail on the plan set.
9. Provide proposed materials for constructing the emergency spillway on the emergency spillway detail. (SWDM 6.2.3)
10. Provide 1' of freeboard in the proposed stormwater pond above the peak elevation of the 100 year storm. (SWDM 6.2.3)
11. Recommendation: If the Water Quality Requirement cannot be met on site, consider providing additional treatment offsite in areas developed prior to the passing of the volume control ordinance, or in the event that any requirement is not satisfied by the site design and calculations, the applicant shall submit a formal waiver request in accordance with Section 5.10.3.F of the UDO. The applicant shall submit the waiver request to the UDO Administrator, Heather Colin, describing the exceptional circumstances on site, unnecessary hardship caused by meeting the requirement, and how the proposed design is still consistent with the intent of Section 5.10 of the UDO. The UDO Administrator will conduct a review of the request and will issue a decision within 15 working days of receiving the request.



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Watershed Management Review DRC		Revisions Required	11/17/2016	<ol style="list-style-type: none"> 1. Hydrologic analysis for the Water Quality Requirements shall use the Antecedent Moisture Condition III (AMC III) for all irrigated ground cover. (SWDM 2.1) Comment to remain until Waver Request review is complete. 2. Provide an Infiltration BMP sized to at a minimum infiltrate the difference between the pre- and post- development Water Quality Design Storm volumes (4,995 ft 3). Only BMPs with a BMP Fact Sheets in Section 7 of the SWDM may be considered in for credit as a Stormwater BMP. Currently, Irrigation does not have a BMP Fact Sheet setting design guidelines for use as an Infiltration BMP. If the designer proposes a site design including a BMP type not currently included in the Fact Sheet series, the designer should provide a BMP Fact Sheet acceptable to the Town. If a BMP Fact Sheet acceptable to the Town is not available the Town can create a BMP Fact Sheet in partnership with the Watershed Management Technical Advisory Committee (TAC) at the applicants request. Note: A minimum of 3 months is required for developing a new BMP Fact Sheet in order to allow time for review by the TAC, public comment and communicating Stormwater Design Manual updates to the Mayor and Town Council. Consider providing vegetated swales as the BMP to satisfy the requirement. 3. Provide an irrigation exhibit depicting the proposed areas being utilized by the reuse irrigation system, and the proposed location of the irrigation pump station. (SWDM 1.3.1) 4. The finished grade spot elevation between lots 9 and 10 appears to be mislabeled based on the Tc flow path for DB #1. Revise the spot elevation for consistency with the Tc flow path, or revise the Tc flow path for consistency. (SWDM 2.0) 5. Provide the retaining wall design and include a construction detail on the plan set. (Development Plan Application Checklist) 6. The emergency spillway is discharging stormwater flows for the 25-year design storm, adjust the invert of the emergency spillway to be located above the pond's 25-year peak water surface elevation. (SWDM 6.2.3) The previous submittal was in compliance with this requirement. 7. Recommendation: If the Water Quality Requirement cannot be met on site, consider providing additional treatment offsite in areas developed prior to the passing of the volume control ordinance, or in the event that any requirement is not satisfied by the site design and calculations, the applicant shall submit a formal waiver request in accordance with Section 5.10.3.F of the UDO. The applicant shall submit the waiver request to the UDO Administrator, Heather Colin, describing the exceptional circumstances on site, unnecessary hardship caused by meeting the requirement, and how the proposed design is still consistent with the intent of Section 5.10 of the UDO. The UDO Administrator will conduct a review of the request and will issue a decision within 15 working days of receiving the request. Comment to remain until Waver Request review is complete. 	

PLAN DESCRIPTION: The applicant is requesting approval for a Preliminary Development Plan Phase 3 Southern Oaks. This will create 43 new residential lots, stormwater drainage system, sanitary sewer collection, water distribution system, roadways and utilities to serve the lots. Roll curb will be on both sides of road way for ease of driveway access.

STATUS: Under Staff Review and scheduled for July 5 DRC Hearing.

STATUS: Awaiting resubmittal for comments provided at 09.20.2016 DRC Hearing for Final Development Plan. Also waiting for digital copy of application and documents.

PROJECT NAME: SOUTHERN OAKS PHASE 3

Public Project



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton
 Department of Growth Management
 Office of Planning and Community Development
 20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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DP-04-16-009605	04/19/2016		Development Plan	Active	Pat Rooney
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Applicant: Time Warner Cable	Owner: CALHOUN DEVELOPMENT LLC
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REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Beaufort Jasper Water and Sewer Revi	Approved	05/02/2016	No comment
Building Safety Review	Approved	05/02/2016	No comment
Fire Department Review	Approved	05/02/2016	No comment
Planning Commission Review	Revisions Required	05/02/2016	No comment
Planning Review - Address	Not Required	04/19/2016	No comment
Police Department Review	Approved	05/02/2016	No comment
Transportation Department Review	Revisions Required	05/02/2016	1) Provide contact information, signatures and easements from the property owner to confirm their and consent of this proposed application and construction. (Application Checklist) 2) Stake drill entry and exit points in the field to determine potential tree impacts. Damage to existing trees could result in tree replacement or mitigation requirements. (UDO Section 5.3.3.D.3)
Watershed Management Review	Approved	04/28/2016	No comment

PLAN DESCRIPTION: The Applicant is requesting approval of a public project to HDD bore using a 2" HDPE conduit casing at a 4' depth. Total underground to be placed is 1337' or .253 miles.
 Status: Awaiting Final Development Plan Application responding to comments provided at the 5/3/2016 DRC meeting.

PROJECT NAME: TIME WARNER CABLE

DP-06-16-009827	06/23/2016		Development Plan	Active	Kevin Icard
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Applicant: Town of Bluffton	Owner: Town of Bluffton
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REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	07/08/2016	No comment by reviewer	
Building Safety Review		Approved	07/08/2016	No comment by reviewer	
Fire Department Review		Approved	07/08/2016	No comment by reviewer	
Planning Commission Review		Approved	07/07/2016		
Planning Review - Address		Approved	06/24/2016		
Planning Review - SR		Pending Review			
Planning Review - SR		Approved	07/08/2016	Recommendations - Rick Gammon: 1. Staff recommends providing sleeves for disturbed driveways to accommodate future irrigation and lighting. 2. Staff recommends incorporating pavers along sections of sidewalk that are in close proximity to large trees. 3. Staff recommends saving (2)-13" Pines and (1)-16" Pine at the Southeast corner of Red Cedar Street 3. Any additional landscape and lighting will have to be approved by the Highway Corridor Overlay District	
Police Department Review		Approved	06/28/2016		
Transportation Department Review		Approved	07/07/2016	No comment by reviewer	
Watershed Management Review DRC		Pending Review			
Watershed Management Review DRC		Revisions Required	07/08/2016	Provide clarification on drainage plan and stormwater report.	
<p>PLAN DESCRIPTION: The applicant is requesting approval of a public project which consists of overlay and widening of existing May River Road (SC Highway 46), installation of curb, gutters, storm water systems and sidewalks associated with development. The property is in Highway Corridor Overlay and historic district. Status: Awaiting Final Application Submittal responding to comments from 07/05/16 DRC hearing. Status: Development plans were resubmitted October 24, 2016. Based on this submittal there are additional items that still need to be addressed for Watershed Management. On October 27, 2016 the Planning Commission approved the landscape, lighting and fixtures associated with the project.</p>					
PROJECT NAME: OLD TOWN					

DP-09-16-010107	09/14/2016	64 LAWRENCE ST	Development Plan	Active	Rick Gammon
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Applicant: South Carolina Electric and Gas **Owner:** Town of Bluffton

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	09/29/2016	1) There is a 4" force main located on same side of the road as the proposed gas line. 2) Follow SC811 locate procedures prior to installation.	
Building Safety Review		Not Required	09/30/2016		
Fire Department Review		Approved	09/28/2016	No comment by reviewer	
Planning Commission Review		Approved	09/29/2016		
Planning Review - Address		Revisions Required	09/15/2016	1) Provide ROW width for Lawrence Street. 2) Property owner signature required. 3) Drawings show that work will commence on individual properties rather than in the road. This will require easements from each property affected.	
Planning Review - Address		Pending Review	10/24/2016		
Planning Review - SR		Approved	09/30/2016	1) Provide updated site plan indentifying existing roads, ROW's, utilities, property lines, trees etc.	
Police Department Review		Approved	09/28/2016	No comment by reviewer	
Transportation Department Review		Revisions Required	09/26/2016	The site plan provided is insufficient, it doesn't show any property/ROW lines, property owner information. No other utilities are shown on the plan, water, sewer, electric, fiber, etc. There are multiple large maturing trees located directly in the path of the gas line. Please show location of trees on site plan. Please provide additional details of what the depth will be for the gas line. How will property owners be notified of when the work will start. Provide spec/detail sheet/ cross section when crossing roads with water sewer.	
Transportation Department Review		Pending Review	10/24/2016		
Watershed Management Review DRC		Approved	09/28/2016		

PLAN DESCRIPTION: The applicant is requesting approval to install a 2 inch plastic gas main down Lawrence Street to Boundary Street. The main will be 3 feet off of edge of road on the east side of Lawrence Street. Was heard at the 10.04.2016 DRC Hearing.
STATUS: awaiting applicant re submittal

PROJECT NAME:

Total Development Plan Cases: 16

Development Plan Amendment

PUD

DPA-08-15-009305	08/05/2015	Development Plan Amendment	Active	Kevin Icard
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Applicant: THOMAS & HUTTON ENGINEERING CO. **Owner:** D R Horton Inc



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number

**Application
Date**

Property Address

Plan Type

Plan Status

Plan Mgr

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

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Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Revisions Required	08/05/2015	1) The following road names are not acceptable names. They are either duplicates or have similar sounding names already existing within Beaufort County. The names were submitted back in 2006. a) Tanners Xing b) Shady Laurel Way c) Freedom Drive (this one may be an exception-because of its location) 2) Provide a new street name application for replacements for the above street names. 3) Addressing will be completed once the new street names are approved by Planning Commission.	
Addressing Review		Revisions Required	09/03/2015	1) Remove street names that are not approved. 2) Clarify annotation on sheet 5 for both Phase 2B and 2A.	
Addressing Review		Approved	09/11/2015	1) New Street names are on agenda for Planning Commission September 23.	
Beaufort Jasper Water and Sewer Revi		Pending Review			
Beaufort Jasper Water and Sewer Revi		Approved	08/20/2015	No comment	
Building Safety Review		Approved	08/20/2015	No comment	
Building Safety Review		Approved	11/17/2016		
Fire Department Review		Pending Review			
Fire Department Review		Approved	08/20/2015	No comment	
Growth Management Dept Review (Pri		Revisions Required	08/17/2015	1) In order to provide adequate tree protection for the 15" LO to be preserved northeast of Lagoon 1, provide a retaining wall as needed to maintain existing grades within the canopy of this tree. (UDO Section 5.33.D) 2) According to the approved Heritage at New Riverside Initial Master Plan, street trees are to be provided in the tree lawns on all streets, at intervals corresponding to the extension of each side property line to the street. Since these trees are not located on individual lots, then the installation of these street trees are the responsibility of the Applicant. Provide a landscape plan illustrating these street trees and outlining installation and maintenance requirements. (Typical Area Street and Lot Plan and Sections provided within the Heritage at New Riverside IMP) 3) To provide better pedestrian connectivity between blocks, provide a north south pedestrian walkway through the park area located between lots 248 and 250. Also, consider providing additional walkways and gathering spaces in the proposed park areas as described in the New Riverside Master Plan Narrative and illustrated on the Trails Exhibit. (UDO Section 5.7.6.A.1 and 3.2.2.E) 4) Provide approval letters from required regulatory agencies as required by the Application Manual. (SCDHEC, BJWSA, etc.) 5) As discussed previously, a Major Master Plan Amendment approval will be required prior to considering any additional development plan reviews for future phases. (UDO Section 3.9.6.B) 6) Recommendation: Consider restudying the proposed storm drainage and grading adjacent in order to preserve the 44" Oak in the park area located between lots 290 and 292.	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	04/07/2016	No Comments by Reviewer	
Building Safety Review		Approved	04/07/2016	No Comments by Reviewer	
Fire Department Review		Approved	04/07/2016	No Comments by Reviewer	
Planning Commission Review		Approved	04/07/2016	No Comments by Reviewer	
Planning Review		Revisions Required	04/07/2016	1) The Village of Verdier Master Plan amendment approved in August of 2015 proposed 44 dwelling units in Phase 1 and 69 units in Phase 2 for a total of 113 units. The Development Plan for Phase 1, approved in September of 2015, proposed 47 dwelling units. This Amendment proposes 48 units for Phase 1. Provide clarification regarding the impact of the proposed additional units on the total dwelling count approved with the Master Plan Amendment. (Village of Verdier Plantation PUD and Initial Master Plan)	
Planning Review - Address		Not Required	03/28/2016		
Police Department Review		Approved	04/06/2016	No Comment	
Transportation Department Review		Approved	04/07/2016		
Watershed Management Review		Revisions Required	04/07/2016	1. Provide a summary of how the proposed changes affect the pre and post condition in the Stormwater Report.	

PLAN DESCRIPTION: The applicant is requesting approval of a development plan amendment for the following changes: Lot C 33 has been split into lots B44 and B45. A mail kiosk has been added to the roundabout along with signage, striping and parking. Also the size of Pond #5 has been increased.

STATUS: The application was heard at the 4/12 DRC meeting. Staff is awaiting the submission of final plan set for review.

PROJECT NAME: SEAGRASS STATION PHASE 1

Total Development Plan Amendment Cases: 2

Development Surety

Development Surety

DS-05-16-009670 05/19/2016 345 BUCK ISLAND RD Development Surety Active William Baugher

Applicant: Carolina Engineering Consultants, Inc. **Owner:** Gray Holdings LLC

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Growth Management Dept Review (De	Pending Review	05/19/2016	
Transportation Review - Dev Surety	Pending Review	05/19/2016	
Watershed Management Review - Dev	Approved	05/19/2016	Cash Surety for no less than \$1200.00



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
EP-08-16-010014	08/12/2016		Exempt Plat	Active	Katie Peterson
Applicant: Centex Homes		Owner: Centex Homes			
REVIEW ITEM SUMMARY:					
ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS		
Addressing Review	Approved	08/12/2016			
Planning Review	Pending Review				
PLAN DESCRIPTION: The applicant is requesting approval to add an additional drainage easement from Lot 64 within the Block 3A portion of Baynard Park. Status: Awaiting storm water information prior to approval.					
PROJECT NAME: BAYNARD PARK PHASE 3A					
EP-10-16-010198	10/19/2016	8 STATE OF MIND ST	Exempt Plat	Active	Katie Peterson
Applicant: Pearce Scott Architects, Inc.		Owner: Ken and Debra Timen			
REVIEW ITEM SUMMARY:					
ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS		
Addressing Review	Revisions Required	10/19/2016	1) Provide documentation of property ownership.		
Planning Review	Approved	11/02/2016			
PLAN DESCRIPTION: The applicant is requesting approval to construct a new 3 story commercial main street building for Lettrs. This includes revisions to stairwell to include a sidewalk and extension of property line to change acreage from 0.33 to 0.57.					
PROJECT NAME: CALHOUN STREET PROMENADE					
EP-10-16-010209	10/25/2016		Exempt Plat	Active	Katie Peterson
Applicant: Thomas & Hutton		Owner: D R Horton Inc			
REVIEW ITEM SUMMARY:					
ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS		
Addressing Review	Approved	10/26/2016			
Planning Review	Pending Review				
PLAN DESCRIPTION: The applicant is requesting approval for an exempt plat creating two parcels from R614 036 000 0596 0000.					
PROJECT NAME: CYPRESS RIDGE PHASE 4					
EP-08-16-010015	08/12/2016		Exempt Plat	Active	Katie Peterson



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton
 Department of Growth Management
 Office of Planning and Community Development
 20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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Applicant: Centex Homes **Owner:** Centex Homes

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Addressing Review	Approved	08/12/2016	
Planning Review	Pending Review		

PLAN DESCRIPTION: The applicant is requesting approval for an additional drainage easement from lots 59-63 within the Block 3B portion of Baynard Park.
 Status: Awaiting Storm Water Information Prior to Approval.

PROJECT NAME: BAYNARD PARK PHASE 3B

Total Exempt Plat Cases: 5

FOIA Request

FOIA - Administration

FOIA-10-16-010232	10/12/2016	FOIA Request	Active	Aubrie Giroux
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Applicant: Beaufort Watchdog **Owner:**

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		

PLAN DESCRIPTION: Any and all documents in possession of the Town of Bluffton related to the subdividing of Parcels 50 Wharf and Parcel 307, as depicted on the attached Plats of G. Casey Ricks (aka "GCR Properties of SC LLC") dated July 7, 2006 and August 8, 2007, including, but not limited to, any and all Town of Bluffton Department of Growth Management applications; approvals and/or denials; notes, minutes or any other type of writing, electronic or otherwise from any person or persons, committees, for the Pre -Application Meetings; Application Check-In Meeting; UDO Administrator; Development Review; and Planning Commission(s) - Town and/or County; and a list of any and all fees, or any other documents associated with the subdividing of this property and/or other zoning requests or amendments thereto.

PROJECT NAME:

FOIA-10-16-010178	10/03/2016	FOIA Request	Active	Aubrie Giroux
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Applicant: Beaufort Watchdog **Owner:**

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		

PLAN DESCRIPTION: The applicant is requesting:

- Pursuant to Grant 112-4, please provide a clean copy of the "Property Record Card" #091 (see attached for reference.)

PROJECT NAME:

FOIA-10-16-010229	10/04/2016		FOIA Request	Active	Aubrie Giroux
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Applicant: Beaufort Watchdog

Owner:

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		

PLAN DESCRIPTION: 1. Please provide any and all 10-7 Request for Activity Amendment/Budget Revision forms submitted by the Town of Bluffton and/or Beaufort Housing Authority for all activities related to Grants 112-4 and 112-8 for the entire time period of the 2009-2013 NSP grant period.

2. Any and all documents provided to the Town of Bluffton by any and all seller(s) in response to paragraph 6(B) of the Options Agreement to Purchase Real Estate for all properties acquired by the Town of Bluffton under the NSP Grants 112-4 and 112-8 for the entire period of the 2009-2013 NSP Grant, including, but not limited to, any and all surveys, title work, environmental studies, wetland studies, appraisals, permits, licenses, and approvals concerning the premises.

3. Any and all documents in possession of the Town of Bluffton related to the subdividing of Parcels 185 and 186 Wharf Street, as depicted on the attached Plats of Michael Hahn dates July 22, 2004; August 29, 2005, December 18, 2006, June 29, 2007 April 1, 2009 and April 4, 2013, including, but not limited to, any and all Town of Bluffton Dept. of Growth Management applications, approvals and/or denials, notes, minutes or any other type of writing, electronic or otherwise from any person or persons, committee, for the Pre-Application Meetings, Application Check-in Meeting, UDO Administrator, Development Review and Planning Commissions -- Town and/or County and a list of any and all fees, or any other documents associated with the subdividing of this property and/or other zoning requests or amendments thereto.

4. Color and/or clearer copies of any and all City Property Record Cards for the Bluffton Township or other subsequent property record forms related to the land and improvements for any and all properties acquired by the Town of Bluffton under Grants 112-4 and 112-8 including but not limited to assessors' notes, memos, evaluations, etc.

5. Copies of any and all prior Town of Bluffton tax records for any and all property acquired by the Town of Bluffton under Grants 112-4 and 112-8.

6. Copy of Notice of purchase of 48 Wharf Street and 16 & 18 Robertson; and any and all cancellation documents for 16 & 18 Robertson and any and all cancellation documents for any other property(s) not purchased.

PROJECT NAME:

FOIA-11-16-010236	10/12/2016		FOIA Request	Active	Aubrie Giroux
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Applicant: Beaufort Watchdog

Owner:

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		

PLAN DESCRIPTION: Applicant is requesting the following:

Provide, pursuant to Grants 112-8 and/or 112-4 and HUD Appendix 19 (attached) the requisite "at least a 5 year sales history of the property," for the 2009 and 2010 appraisals for 48 Wharf, 50 Wharf and Parcel 307. These sales histories are missing from the appraisal copies the Town forwarded our office in response to our FOIA request.



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton
 Department of Growth Management
 Office of Planning and Community Development
 20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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PROJECT NAME:

FOIA-10-16-010183	10/03/2016		FOIA Request	Active	Aubrie Giroux
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Applicant: Beaufort Watchdog

Owner:

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		

PLAN DESCRIPTION: The applicant is requesting:

1. HUD NSP Form dated October 2009: 2-1 "Property Determination Form" Final PDF, all pages, for 50 Wharf Street and Parcel 307.

PROJECT NAME:

FOIA-11-16-010237	10/29/2016		FOIA Request	Active	Aubrie Giroux
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Applicant: Skip Hoagland

Owner:

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		

PLAN DESCRIPTION: Applicant is requesting:

Any and all communications between the Town of Bluffton police chief or other authorized officer and Lisa Sulka; any and all communications between TOB Police Chief or other authorized officer and Terry Finger; any and all communications between TOB Police Chief or authorized officer and any current/previous Council persons in reference to any instruction and/or direction by the aforementioned that stipulated, planned or ordered my removal from Town Hall Council meeting by Town police in 2015.

A certified copy of any police report that memorializes Mayor Lisa Sulka ordered my removal from a publicly noticed and held Town of Bluffton Council Meeting in 2015.

Note: These two requests were originally a part of FOIA #10180; made into separate FOIA per Brie Giroux's notes.

PROJECT NAME:

FOIA-10-16-010231	10/03/2016		FOIA Request	Active	Aubrie Giroux
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Applicant: Beaufort Watchdog

Owner:

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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PLAN DESCRIPTION: Please provide all RFA's "Request for Action" or "Request for Amendments" changes the Town submitted to the South Carolina Housing and Finance Development Authority and/or the Beaufort Housing Authority and/or HUD in regard to the "NSP Action Plan" for the above Grants (aka "Substantial Amendments") from April 1, 2009 through October 9, 2009, relative to the Grantee's intended use of funds for: the areas of greatest need for NSP funding, the distribution and use of funds, program definitions and descriptions, low income targeting, public comment, and activity descriptions.

PROJECT NAME:

FOIA-10-16-010176	10/03/2016		FOIA Request	Active	Aubrie Giroux
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Applicant: Beaufort Watchdog

Owner:

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		

PLAN DESCRIPTION: The applicant is requesting:

1. Provide the RFP/RFQs for the appraisers and/or services of appraisers for HUD NSP Grants 112-8 and 112-4 for years 2009, 2010, 2012 and the public notices for the same.
2. Please provide a copy of the "Town of Bluffton Affordable Housing Home Ownership Program Police and Guide" approved by Resolution dated September 13, 2011
3. Please provide any/all copies for "Second Mortgage for Real Property" for the following properties: 48, 50, 51 Wharf Street; 11, 12 13 Robertson
4. Please provide copies of the Declaration of Restrictive Covenants" for 48, 50 and 51 Wharf Street and 11, 12 and 13 Robertson.

PROJECT NAME:

FOIA-10-16-010210	10/03/2016		FOIA Request	Active	Aubrie Giroux
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Applicant: Beaufort Watchdog

Owner:

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		

PLAN DESCRIPTION: The Applicant is requesting:

HUD NSP Forms: 2-1 "Property Determination Form" dated 2009, Final PDF, all pages, for 48 Wharf & 16 & 18 Robertson Street (See attached for reference).

PROJECT NAME:

FOIA-10-16-010181	10/03/2016		FOIA Request	Active	Debbie Szpanka
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Applicant: Beaufort Watchdog

Owner:

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton
 Department of Growth Management
 Office of Planning and Community Development
 20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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PLAN DESCRIPTION: The applicant is requesting:
 1) Copy of the 2009 Appraisal for 48 Wharf Street & 16 & 18 Robertson Street by J. Whitley Deputy.

PROJECT NAME:

FOIA-09-16-010170	09/29/2016		FOIA Request	Active	Aubrie Giroux
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Applicant: Beaufort Watchdog **Owner:**

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		

PLAN DESCRIPTION: The applicant is requesting the following:
 1. Pursuant to the "Declaration of Restricted Covenants" dated October 8, 2012, page 4, item f(i), please provide all documentation, to include a copy of the Declaration appended to any of the instruments (Contracts for sale, instruments of conveyance, deeds) and any other required documents to the Town of Bluffton, by the owner of 12 Robertson Street, in reference to sale of same June 7, 2016.
 2. In reference to this sale of 12 Robertson Street, June 7, 2016, provide all documentation filed with the Town of Bluffton pursuant to this "Declaration of Restricted Covenants" item (e), that the buyer of 12 Robertson Street qualified under the "adopted Town of Bluffton Affordable Housing Ownership Program and any subsequent revisions."

PROJECT NAME:

FOIA-10-16-010180	10/03/2016		FOIA Request	Active	Aubrie Giroux
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Applicant: Skip Hoagland **Owner:**

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Administration Dept Review (FOIA)	Pending Review		

PLAN DESCRIPTION: The applicant is requesting:
 1) All payments to Terry Finger, his firm, any other lawyers in his firm, any lawyers hired by Terry Finger or his firm, any and all lawyers hired or paid by the Town of Bluffton for any and all legal services.
 2) Copy of Terry Finger's contract with the Town and a copy of the procurement code and what procurement laws you follow.
 3) All related documents re: Skip Hoagland being removed by police including the police report.
 4) Copy of the DMO contract or copies of all and any emails discussing this.
 5) Copies of all emails between Lisa Sulka and Kim Likens/Bill Harkins and any other HHI Town employees

PROJECT NAME:

FOIA - Growth Management

FOIA-09-16-010082	09/07/2016		FOIA Request	Active	Debbie Szpanka
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GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton
 Department of Growth Management
 Office of Planning and Community Development
 20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Applicant: DONALD HAMPSON		Owner:			
REVIEW ITEM SUMMARY:					
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Growth Management Dept Review (FO)		Approved	09/15/2016		
Growth Management Dept Review (FO)		Approved	09/15/2016	Same materials as 10081 FOIA request, please refer to that same. It was entered into the system twice.	
PLAN DESCRIPTION: THE APPLICANT IS REQUESTING ALL CORRESPONDENCE BETWEEN PINECREST POA, IMC RESORT SERVICES INC, OR ATTORNEYS REPRESENTING THEM AND THE TOWN OF BLUFFTON					
PROJECT NAME: SHELL HALL PHASE 3					

FOIA Request					
FOIA-05-16-009642	05/11/2016	4374 BLUFFTON PKWY	FOIA Request	Active	Debbie Szpanka
Applicant: Bluffton Parkway Carwash		Owner:			
REVIEW ITEM SUMMARY:					
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Growth Management Dept Review (FO)		Approved	05/26/2016		
PLAN DESCRIPTION: The Applicant is requesting a FIOA to receive a copy of the sewer drainage plans for the common drives located on commercial property at Bluffton Parkway Carwash and Enmark Gas					
PROJECT NAME: BLUFFTON PARK PHASE C-2					

None					
FOIA-9-13-TEST	09/27/2013	9 HEARTH ST	FOIA Request	Active	Sandy Lesch
Applicant:		Owner:			
REVIEW ITEM SUMMARY:					
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
PLAN DESCRIPTION: test					
PROJECT NAME: PALMETTO BLUFF PHASE 1					



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton
 Department of Growth Management
 Office of Planning and Community Development
 20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
FOIA-4-13-5489	04/02/2013		FOIA Request	Active	Katie Peterson
Applicant: Re/Max Island Realty		Owner: MF Carolinas Properties LLC			
REVIEW ITEM SUMMARY:					
ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS		
FOIA Cost Estimate	Pending Review	01/01/2999			
PLAN DESCRIPTION: Lot plan with the usage designation and drainage for Paulies Place					
PROJECT NAME: PAULIES PLACE					

Total FOIA Request Cases: 16

License Review

Address Change

LICR-2-15-9060	02/18/2015	69 ROSE DHU CREEK PLANTATION DR	License Review	Active	Angela Currall
Applicant: Bluffton FINS		Owner: Bluffton FINS			
REVIEW ITEM SUMMARY:					
ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS		
Address	Approved	02/19/2015			
Business Type/Occupancy	Not Required	02/18/2015			
Zoning/Business Type Review	Approved	02/19/2015			
PLAN DESCRIPTION:					
PROJECT NAME: ROSE DHU CREEK PLANTATION PHASE 2					

Out Town

LICR-4-11-2811	04/26/2011	11 Wiggs Lane	License Review	Active	Dawn Goodwin
Applicant: Yestermorrow Coastal Builders		Owner:			



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
ABC Inspection	Pending Review	01/01/2999	
DHEC	Pending Review	01/01/2999	
State License Review	Approved	04/28/2011	
State Retail	Pending Review	01/01/2999	

PLAN DESCRIPTION: Created from License .

PROJECT NAME: <NONE>

Total License Review Cases: 2

Master Plan

NA

PD.02.09.170	09/23/2016		Master Plan	Active	Kevin Icard
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Applicant: IMPORT-APP-PERMIT

Owner:

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton
 Department of Growth Management
 Office of Planning and Community Development
 20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	10/24/2016	No comment at this time.	
Fire Department Review		Approved	10/24/2016	No Comments provided by reviewer.	
Planning Commission Review		Revisions Required	10/24/2016	Amendment request will go before Planning Commission on October 26, 2016 as a 'Planning Commission Workshop' item.	
				Comments will be provided to the applicant at that time.	
Planning Review - Address		Not Required	09/26/2016		
Planning Review - SR		Approved	10/24/2016	No Comments provided by reviewer.	
Police Department Review		Approved	10/24/2016	No comments provided by the agency at this time.	
Transportation Department Review		Revisions Required	10/24/2016	Internal circulation will be reviewed during Development Plan approval process. External circulation and traffic improvements were previously address through the TIA that to provided during the initial planning of the PUD.	
Watershed Management Review DRC		Revisions Required	10/20/2016	Provide a stormwater management narrative within the Master Plan Amendment Narrative describing the general stormwater layout and management techniques, and intent to comply with the requirements of the Town of Bluffton Stormwater Ordinance (Section 5.10 of the UDO) and Stormwater Design Manual. (Application Checklist)	

PLAN DESCRIPTION: October 2016: Amendment to existing IMP to change the plan to add Health/Human Care as a land use classification. This amendment is associated with ZONE 9-16-10146. A PUD Amendment to Village at Verdier to include Health/Human Care as an allowed Planning Area and associated uses. The Application was heard at the 10/25 DRC meeting and comments were provided to the applicant. The Application was heard at the 10/26 Plan Commission Meeting and comments were provided to the applicant
STATUS: Town staff is awaiting resubmittal documents.

Original:
 DEVELOPMENT AGREEMENT

PROJECT NAME: VILLAGE AT VERDIER PLANTATION

Total Master Plan Cases: 1

Silviculture/Land Disturbance

Silviculture

SVC-09-16-010151	09/26/2016	Silviculture/Land Disturbance	Active	Kevin Icard
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Applicant: Carolina Engineering Consultants, Inc. **Owner:** Bluffton C2 LLC

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Approved	10/21/2016	No Comment	
Fire Department Review		Approved	10/21/2016	No comments were provided. If any comments are provided in the future, staff will pass them on to the applicant.	
Planning Review - Address		Not Required	09/28/2016		
Planning Review - SR		Approved	10/24/2016	No comments provided by reviewer.	
Transportation Department Review		Approved	10/21/2016		
Watershed Management Review DRC		Revisions Required	10/20/2016	1. The proposed silviculture activities shall comply with the current South Carolina Forestry Commission BMP Manual. (Unified Development Ordinance 3.23.C) 2. Provide erosion and sediment control BMPs within the roadside swale along Buckwalter Parkway. Consider using sediment logs in all downstream swales. (Stormwater Design Manual (SWDM) 9.0.1) 3. Provide the location(s) of proposed points of ingress/egress from the site, and provide erosion and sediment control BMPs for these areas. (SWDM 9.0)	

PLAN DESCRIPTION: The applicant is requesting approval for a Silviculture permit to harvest the planted pines on the property known as Parcel C2-B.

STATUS: Town staff is awaiting resubmittal addressing comments provided at the 10/25/2016 DRC meeting.

PROJECT NAME: BUCKWALTER COMMONS

Total Silviculture/Land Disturbance Cases: 1

Subdivision Plan

General

SUB-05-16-009672 05/20/2016 Subdivision Plan Active Katie Peterson

Applicant: Bruce Kunkel **Owner:** Bruce Kunkel

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Beaufort Jasper Water and Sewer Revi		Revisions Required	11/09/2016	BJWSA has a blanket easement for the water main and force main within the property. Since water and sewer services provided from Hampton Hall Blvd cross one parcel to get to the other, dedicated easements between the property owners may be considered for operation and/or maintenance access if needed.	
Building Safety Review		Revisions Required	11/09/2016	The walls of the buildings that are now going to be zero distance from the property lines will have to be 1-hour walls. This could require additional construction to make these compliant. Any portion of the structures that protrude over the new property lines will have to be looked at for possible detachment since you are not allowed to build over a property line per IBC Chapter 5 and section 602.	
Planning Commission Review		Approved	11/10/2016	No comments.	
Planning Review		Approved	11/08/2016	No Comments.	
Planning Review - Address		Approved	10/31/2016		
Transportation Department Review		Approved	11/10/2016	No Comments.	
Watershed Management Review		Approved	11/10/2016	No comments were provided by the reviewer.	

PLAN DESCRIPTION: The applicant is requesting approval to subdivide one parcel into two separate parcels with one building on each. The property is located in a PUD.

PROJECT NAME: HAMPTON HALL

SUB-8-14-8069 08/06/2014 Subdivision Plan Active Pat Rooney

Applicant: Thomas & Hutton **Owner:** May River Forest, LLC

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
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PLAN DESCRIPTION: The Applicant is requesting a Subdivision Plan for eleven single family lots, common area, proposed roadway, water, sewer, and drainage for Palmetto Bluff Block J 1. The application was reviewed by the DRC at the 8/26/14 meeting.

STATUS: Awaiting resubmittal in response to staff comments provided at the 8/26/14 DRC meeting.

PROJECT NAME: PALMETTO BLUFF BLOCK J1

SUB-05-16-009644 05/11/2016 6 BRUIN RD Subdivision Plan Active Katie Peterson

Applicant: R. Stewart Design, LLC **Owner:** Henry Carroll

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Planning Commission Review		Approved	05/24/2016	No comment from reviewer	
Planning Commission Review		Approved	11/04/2016	No comments provided by reviewer.	
Planning Review		Revisions Required	05/18/2016	1. Provide a final plat that is signed and sealed by a registered Land Surveyor with all the items required by Beaufort County(see below) for a final plat submittal. (Application Checklist) <ol style="list-style-type: none"> 1. TITLE - Purpose of survey, e.g.: <ol style="list-style-type: none"> a) Boundary & General Property Surveys b) Closing Loan/Mortgage Surveys - "For Mortgage Purposes Only" c) Topographical & Tree Surveys - if meets all survey standards. d) Property Description Survey (Non-graphic) 2. Location Map or Description of Location 3. State, County/City where property located 4. Name of Person requesting the Survey, or Owner ("This survey prepared for _____"). 5. Date of Survey 6. Graphic and Numerical Scale, including Topo Interval (if topo lines depicted) 7. NORTH Arrow 8. Certification of Surveyor stating "Class" of Survey, e.g.: "I hereby state that to the best of my knowledge, information and belief, the survey shown here-on was made in accordance with the requirements of the minimum standards manual for the practice of land surveying in South Carolina, and meets or exceeds the minimum requirements for a Class ____ survey as specified here-on; also, there are no visible encroachments or projections other than shown." 9. Notation of existing monumentation, including property line bearings and distances. 10. Mortgage Plats must show all man-made improvements (see Part B of S.C. Min Stds for Surveying) 11. Surveyor's embossed Seal, Signature, Registration Number and Address 12. "S. C. Certificate of Authorization" seal on Surveys performed by or through a corporation, firm, association, partnership or other such entity, except Surveys performed by Surveyors practicing as an individual. 13. Tax District, Map, and Parcel Number 14. FEMA Flood Zone Lines must be annotated 	



GROWTH MANAGEMENT DETAILED APPLICATION REPORT

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Planning Review		Revisions Required	11/03/2016	<ol style="list-style-type: none"> 1. Provide a final plat that is signed and sealed by a registered Land Surveyor with all the items required by Beaufort County(see below) for a final plat submittal. (Application Checklist) <ol style="list-style-type: none"> A. TITLE - Purpose of survey, e.g.: <ol style="list-style-type: none"> a) Boundary & General Property Surveys b) Closing Loan/Mortgage Surveys - "For Mortgage Purposes Only" c) Topographical & Tree Surveys - if meets all survey standards. d) Property Description Survey (Non-graphic) B. Location Map or Description of Location C. State, County/City where property located D. Name of Person requesting the Survey, or Owner ("This survey prepared for _____"). E. Date of Survey F. Graphic and Numerical Scale, including Topo Interval (if topo lines depicted) G. NORTH Arrow H. Certification of Surveyor stating "Class" of Survey, e.g.: "I hereby state that to the best of my knowledge, information and belief, the survey shown here-on was made in accordance with the requirements of the minimum standards manual for the practice of land surveying in South Carolina, and meets or exceeds the minimum requirements for a Class ____ survey as specified here-on; also, there are no visible encroachments or projections other than shown." I. Notation of existing monumentation, including property line bearings and distances. J. Mortgage Plats must show all man-made improvements (see Part B of S.C. Min Stds for Surveying) K. Surveyor's embossed Seal, Signature, Registration Number and Address L. "S. C. Certificate of Authorization" seal on Surveys performed by or through a corporation, firm, association, partnership or other such entity, except Surveys performed by Surveyors practicing as an individual. M. Tax District, Map, and Parcel Number N. FEMA Flood Zone Lines must be annotated 2. Remove proposed buildings and setbacks on proposed lots without existing structures as building types shall determine the applicable lot standards at the time of application. (UDO Section 5.15.5) 3. Provide a copy of the shared parking agreement/ access easement information or clearly label on the plan to show access to each lot. (UDO 5.7.4.A.5.) 4. Clarify "Proposed Property Line" behind the building in the proposed north eastern lot. 5. Clarify leaders on site notes. 	
Planning Review - Address		Approved	05/12/2016	1) Waiting for street naming application or change existing addresses.	
Planning Review - Address		Approved	10/28/2016		
Transportation Department Review		Approved	05/24/2016	No comment from reviewer	
Transportation Department Review		Approved	11/04/2016	No Comments provided by reviewer.	
Watershed Management Review		Approved	05/24/2016	<ol style="list-style-type: none"> 1. At the time of development permit application provide a stormwater management plan and report. (UDO 5.10) 2. At the time of development permit application provide in-series BMPs. (SWDM 1.1) 3. At the time of development permit application provide all applicable State land disturbance and Coastal Zone Consistency permits/approvals. (SWDM 1.1) 	



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Addressing Review		Approved	06/22/2015	Addressing was previously completed with applicant.	
Beaufort Jasper Water and Sewer Revi		Approved	06/23/2015	Obtain and submit water/sewer availability determination from BJWSA.	
Building Safety Review		Approved	06/23/2015		
Fire Department Review		Approved	08/26/2015		
Growth Management Dept Review (Pri		Pending Review			
Growth Management Dept Review (Pri		Approved	06/23/2015	Recommendation: To assist with clarity of the plat consider the following modifications: 1) Remove proposed living fence. 2) Remove proposed building and dimensions. 3) Remove proposed sidewalks. 4) Label a bearing and distance on each lot line including new perimeter property line segments. 5) Remove or use one hatch for the various types of open space.	
Growth Management Dept Review (Pri		Revisions Required	08/28/2015	1) The plat provided is labeled "Preliminary" and not yet suitable for stamping or recording. Provide a final plat that is signed and sealed by a registered Land Surveyor with all the items required by Beaufort County for a final plat submittal. (Application Checklist)	
Planning Commission Review		Approved	06/23/2015		
Police Department Review		Approved	08/26/2015		
Transportation Department Review		Pending Review			
Transportation Department Review		Revisions Required	07/07/2015	1) Additional call outs for metes and bounds would provide more guidance for property owners, especially in COS and buffer. 2) Provide a table with metes and bounds for labeled property lines. 3) Clarify drive and parking as a shared facility (access easement) for commercial properties. UDO 5.15.7.F.5.e 4) Provide guidance on pedestrian and ADA access from parking to commercial buildings. UDO 5.15.7.F.5.c	
Transportation Department Review		Revisions Required	08/26/2015	1) Additional call outs for metes and bounds would provide more guidance for property owners, especially in COS and buffer. UDO 3.11.1.C 2) Provide a table with metes and bounds for labeled property lines. UDO 3.11.1.C 3) Clarify drive and parking as a shared facility (access easement) for commercial properties. UDO 5.15.7.F.5.e 4) Provide references for references noted. UDO 3.11.1.C	
Watershed Management Review		None			
Watershed Management Review		Revisions Required	06/26/2015	A Development Surety acceptable to the Town of Bluffton shall be provided for any of the required improvements not completed before the recording of the plat. UDO 3.11.3.C, UDO 3.13	
Watershed Management Review		Revisions Required	08/28/2015	1) A Development Surety acceptable to the Town of Bluffton shall be provided for any of the required improvements not completed before the recording of the plat. This would include items such as parking lot construction/removal, utility work, and required screening or landscaping. UDO 3.11.3.C, UDO 3.13	

PLAN DESCRIPTION: The applicant is requesting a subdivision of two lots into 4 lots. Comments provided at the 8/28/2015.
 Status: Resubmittal submitted and comments provided to Applicant 9/28/2016. Awaiting Applicant resubmittal.



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton
 Department of Growth Management
 Office of Planning and Community Development
 20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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PROJECT NAME: OLD TOWN

Total Subdivision Plan Cases: 10

Zoning Action

UDO Text Amendment

ZONE-09-16-010146 09/24/2016 Zoning Action Active Kevin Icard

Applicant: HealthSouth Corporation **Owner:** Security Bank of Kansas City

REVIEW ITEM SUMMARY:

ITEM TYPE	ITEM STATUS	COMPLETE DATE	COMMENTS
Addressing Review	Not Required	09/26/2016	
Growth Management Dept Review (Sei	Pending Review		

PLAN DESCRIPTION: The applicant is requesting approval to amend the latest Village of Verdier PUD using a Zoning Text Amendment to add Health/human Care as an allowable use.

Status: Active
 Currently under review. Scheduled for Planning Commission on November 16, 2016
 Status: 10-27-16 Held informal Planning Commission Workshop. Applicant and PC Members discussed the proposed text. Next step - PC Public Hearing 11-16-16

PROJECT NAME: VILLAGE AT VERDIER PLANTATION PHASE 1

Zoning Map Amendment

ZONE-9-13-6488 09/23/2013 Zoning Action Active Shawn Leininger

Applicant: James Bradshaw **Owner:** Land Asset Holdings, LLC

REVIEW ITEM SUMMARY:



GROWTH MANAGEMENT DETAILED APPLICATION R E P O R T

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
ITEM TYPE		ITEM STATUS	COMPLETE DATE	COMMENTS	
Address Verification		Approved	09/24/2013		
Adjacent Landowner Notification PGM		Pending Review	01/01/2999		
Boundary Survey		Pending Review	01/01/2999		
Current & Proposed Zoning		Pending Review	01/01/2999		
Narrative Statement PGM		Pending Review	01/01/2999		
Porperty Posting		Pending Review	01/01/2999		
Public Notification		Pending Review	01/01/2999		
Street Name Approval		Approved	09/24/2013		
Supporting Information PGM		Pending Review	01/01/2999		

PLAN DESCRIPTION: The Applicant requests approval of a Zoning Map Amendment application to rezone the parcel from PUD (multi-family residential at 16 dwelling units / acre) to General Mixed Use to allow self storage.

Status: Staff met with the applicant and continues to discuss options for this property. The applicant has asked his attorney to update their application. Town Staff anticipates receiving an updated application in Summer 2015.

PROJECT NAME: BUCK ISLAND/SIMMONSVILLE

Total Zoning Action Cases: 2

Total Active Cases: 91

Total Plan Cases: 91