TOWN OF BLUFFTON HISTORIC PRESERVATION COMMISSION  
Auditorium, Theodore D. Washington Municipal Building  
Wednesday, January 4, 2017  

Present:  Hank McCracken, Chair; Christopher Epps, Vice-Chair; Joseph Mascetti; 
Marge Blair; Chuck Dulcie  

Absent:  Will Guenther; Sean Barth  

Staff:  Kevin Icard, Planning & Community Development Manager; Katie Peterson, 
Planning Assistant; Marcia Hunter, Growth Management Coordinator  

I. CALL TO ORDER  
McCracken called the meeting to order at 6:05 p.m.  

II. ROLL CALL  

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

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

V. ADOPTION OF AGENDA  
Blair made a motion to approve the January 4, 2017, Historic Preservation 
Commission meeting agenda. Epps seconded the motion. All were in favor and the 
motion passed.  

VI. ADOPTION OF MINUTES  
Dulcie made a motion to adopt the December 7, 2016, Historic Preservation 
Commission meeting minutes. Blair seconded the motion. All were in favor and the 
motion passed.  

VII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA  

   There were no Public Comments.
VIII. OLD BUSINESS

There was no Old Business.

IX. NEW BUSINESS

1. FOR ACTION

A. Removal of Contributing Structure. Certificate of Appropriateness. A request by Court Atkins Group on behalf of Bluffton United Methodist Church, for approval of a Certificate of Appropriateness-HD to allow the renovation of the existing structure, known as the Graves House, to include a new addition to the existing structure of approximately 1,145 SF, and the construction of a new carriage house of approximately 1,200 SF, on the currently developed lot located at 85 Calhoun Street in the Old Town Bluffton Historic District, and zoned Neighborhood Conservation-HD (COFA-11-16-10304).

Peterson presented the information.

Epps made a motion to approve the Site Feature Permit with the following conditions:

1. The revision to the second story window on the South Elevation from one window to two with a trim detail between was reviewed and approved as submitted by the HPC.

2. The revision to the main structure to incorporate a water table trim was reviewed and approved as submitted by the HPC as an appropriate design solution.

3. Per Section 5.15.5.D. of the UDO, an Exempt Plat application must be submitted and approved to adjust the rear property line to meet the applicable setback requirements prior to the issuance of a Certificate of Appropriateness.

4. Per Section 5.3.3.A.1. of the UDO, a Town of Bluffton tree removal permit is required for the removal of any trees over 14” in DBH.

5. Per the Applications Manual a landscape plan noting foundation plantings with a plant list, street tree locations, and canopy coverage is required for review.

6. Recommendation: Provide an access and temporary construction easement to the Town of Bluffton along Calhoun Street to allow for future pedestrian and parking improvements and to connect to existing pedestrian infrastructure.

Dulcie seconded the motion. All were in favor and the motion passed.
X. DISCUSSION

1. None

XI. ADJOURNMENT

The January 4, 2017, Historic Preservation Commission meeting adjourned at 6:41 p.m.