



# Town of Hilton Head Island Regular Design Review Board Meeting

June 26, 2018

1:15 p.m. – Benjamin M. Racusin Council Chambers

## AGENDA

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*As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting.*

1. **Call to Order**
2. **Roll Call**
3. **Freedom of Information Act Compliance**  
Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
4. **Presentation of the Town's Crystal Award to Board Chairman Jake Gartner**
5. **Approval of Agenda**
6. **Approval of Minutes** – Meeting of June 12, 2018
7. **New Business**
  - A. *Alteration/Addition*
    - Local Pie, DRB-001451-2018
  - B. *New Development – Conceptual*
    - JPGA, DRB-001437-2018
    - Vacation Homes of Hilton Head, DRB-001439-2018
  - C. *Sign*
    - Island Car Wash, DRB-1041-2018
8. **Staff Report**
9. **Board Business**
  - A. Election of Officers for term July 1, 2018 – June 30, 2019
10. **Appearance by Citizens**
11. **Adjournment**

*Please note that a quorum of Town Council may result if four or more of their members attend this meeting.*

***Town of Hilton Head Island***  
***Minutes of the Design Review Board Meeting***  
**June 12, 2018 at 1:15 p.m.**  
**Benjamin M. Racusin Council Chambers**

**Board Members Present:** Chairman Jake Gartner, Vice Chairman Dale Strecker, Debbie Remke, Brian Witmer, Ron Hoffman, Michael Gentemann

**Board Members Excused:** Kyle Theodore

**Town Council Present:** None

**Town Staff Present:** Taylor Ladd, Senior Planner; Chris Darnell, Urban Designer; Teresa Haley, Senior Administrative Assistant

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**1. Call to Order**

Chairman Gartner called to order the regular meeting of the Design Review Board at 1:19 p.m.

**2. Roll Call – See as noted above.**

**3. Freedom of Information Act Compliance**

The Town has met all Freedom of Information Act requirements for this meeting.

**4. Approval of the Agenda**

The Board approved the agenda by general consent.

**5. Approval of Minutes – May 22, 2018**

The Board approved the minutes of the May 22, 2018 meeting by general consent.

**6. New Business**

*A. Alteration/Addition*

- Mullet's, DRB-001325-2018 (Approved January 9, 2018)

Mr. Darnell introduced the project and described its location. Mr. Darnell presented an in depth narrative of the project as provided in the Board's packet. Staff recommends denial of the application as submitted and the following comments were provided:

1. Shade sails or cloth shade structures have typically not been approved by the Design Review Board.
2. The structure appears temporary and haphazard. There is no approval of a "temporary" structure, only approval of a structure.
3. There is no way by Code to require the removal of this structure, if approved.

Chairman Gartner asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions presented by the Board.

Chairman Gartner requested comments from the Board. The Board agreed with staff that shade sails and cloth shade structures are not in keeping with island character. The Board asked if this

project was in lieu of the previous approval. Staff noted the DRB approval given January 9, 2018 is still in effect. This shade structure is already in place and proposed to be temporary. If approved, there is no limitation on the structure and it can become permanent. The applicant indicated he still plans to build what was previously approved. However, once the new flood maps are adopted, the flood elevation will change and in turn reduce construction costs. The adoption of the new flood maps is anticipated for July 2019. The applicant does not have to build the structure previously approved by the DRB. Food trucks are now considered 'open air sales' and allowed in this area. An enclosure is not required. Portalets are not required either.

The Board noted if this shade structure was submitted prior to construction, it would have not been approved or at a minimum there would have been comments to revise it. The structure is visible and located on a main corridor. The Board expressed they would be open to reviewing something different, temporary or permanent.

The Board shared additional concerns with regard to the Town asking the DRB for input on the aesthetics of food trucks. While understanding the change in the LMO regarding food trucks, the Board indicated the shade structure is not in keeping with island character. It was noted that umbrellas are not regulated by the Board and would be the quickest solution. Staff noted that there's a screening program already in place per the previous DRB approval.

Mr. Gentemann made a motion to deny DRB-001325-2018 as submitted. Mr. Hoffman seconded. The motion passed with a vote of 6-0-0.

- Shelter Cove Plaza, DRB-001335-2018

Mr. Darnell introduced the project and described its location. Mr. Darnell presented an in depth narrative of the project as provided in the Board's packet. Staff recommends approval with the following condition:

1. Remove the tree uprights. If the uprights are installed, they would cut critical surface tree roots.
2. The fascia at Whole Foods is painted to match the adjacent fascia.

Chairman Gartner asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions presented by the Board.

Chairman Gartner requested comments from the Board. The Board agreed with the staff comments to eliminate the tree uprights to not cause harm to tree roots and also change the fascia at Whole Foods to more of a beige color. The Board asked if the subject fascia was approved as the white color. Staff will have to look into that. The applicant expressed amenability to change the fascia at Whole Foods if conditioned by the Board.

The rear modifications to the shopping center were discussed. The Board complimented the proposed improvements. The Board expressed preference to the conceptual image of the screen fencing with approximately one inch gaps, and also with no lighting.

The Board discussed the TJ Maxx façade modifications. There was discussion about the similar height proportion of the TJ Maxx and Whole Foods, but different widths. There was some concern voiced about the pedestrian scale. One board member expressed desire for the TJ Maxx columns to be all stucco to match Whole Foods. Several board members expressed desire for the TJ Maxx columns as brick are preferred. The Board discussed the elevation sheet and the section of TJ Maxx showing the brick piers and the eyebrow to match Whole Foods. The section does not look correct. The Board will need to review the revisions and also side elevations or sections that shows the side. More information is needed to determine if it's acceptable. The louvers on the side at Giuseppi's may be difficult to access due to the trellis, but they are still visible. If the louvers on the front elevation are changed, then louvers throughout the shopping center should be changed for consistency. The Board agreed upon Ipe wood louvers. The square elements that stick out located under the small gable elements should be removed.

The Board complimented the Whole Foods design, but believes it went away from the Design Guide. Most board members agreed with incorporating some design elements of Whole Foods with TJ Maxx, but not the roof element. One board member preferred the proposed flat roof similar to Whole Foods. A majority of the members indicated the Design Guide calls for pitched roof elements and the proposed does not meet that.

The Board indicated the sidewalk in front of TJ Maxx doesn't lead to anywhere. It would be ideal to replace that with landscaping to add a buffer between building and parking.

The Board and applicant agreed to split up the project so that the approved portion can move forward, and other portions can be revised and resubmitted as discussed.

Vice Chairman Strecker made a motion to approve DRB-001335-2018 with the following conditions:

1. The rear modifications to the parapet are approved as submitted;
2. The fencing at the rear is approved with the modification that the board spacing and sizes more resemble the inspiration image;
3. The Whole Foods fascia that is currently white in color shall be modified to more resemble the building color;
4. The small gable elements at the front elevation that are proposed to be changed with the louvers to be Ipe are approved and those louvers shall be Ipe;
5. The louvers at the side elevation at Giuseppi's shall be modified to match the front;
6. The projecting square elements in stucco currently under the small gable elements shall be removed;
7. Remove the tree uplights;
8. The TJ Maxx façade modifications are not included in this approval. They shall be revised and resubmitted for DRB review and approval. The resubmittal package shall include elevations of the sides and the front. The revisions suggested include adding more sloped roof elements, incorporate more Ipe to relate with Whole Foods, and remove the sidewalk directly in front of TJ Maxx and replace that with landscaping.

Mr. Witmer seconded. The motion passed with a vote of 6-0-0.

## B. *New Development – Conceptual*

- Wimbledon, DRB-001339-2018 (Withdrawn March 13, 2018)

Mr. Darnell introduced the project and described its location. Mr. Darnell presented an in depth narrative of the project as provided in the Board's packet. Mr. Darnell noted Staff received two letters from surrounding property owners related to this project and provided copies to the Board. Staff recommends approval with the following conditions:

1. Light sources shall not exceed 3000K.
2. The light plan exceeds the average foot candle requirement.
3. Provide a color board for review at the Final submittal.
4. The top of the elevator tower seems out of place on the structures. Consider alternatives to better incorporate it into the mass of the building.
5. Increase the 4/12 roof slope to increase the visibility of the roof.
6. Delete all the gingerbread millwork.

Chairman Gartner asked if the applicant would like to add to Staff's narrative. The applicant did not have anything additional to add to Staff's presentation.

Chairman Gartner then opened the meeting for public comments. Five members of the public representing the areas of Folly Field, The Lyons, Fiddlers Cove, and Island Club made comments and inquiries related to concerns for: traffic; public safety; the main entrance/exit location; the proposed secondary entrance; adequate parking; private and public beach access; the laundry room – location, size and number of washers and dryers, dryer decibel levels, hours of operation; short term rentals; adding fencing behind Building 4 to keep bicycle/pedestrian path separate from the fire access road; colors; roof slope; appropriate buffers; address of the property; community input on the project; dumpster area screening; and proper road infrastructure.

Chairman Gartner asked the applicant if he would address the public comment and the applicant obliged. The applicant stated that access to Wimbledon Court is restricted by a recorded covenant with the sale of the property. The applicant confirmed these are timeshare units. The main entrance location was settled upon as it allowed for more amenities and smooth vehicular and pedestrian flow. The laundry facility will have a few non-commercial washers and dryers for the maintenance staff to wash things like cleaning towels and uniforms. The laundry equipment will not be for a laundry service or the residents use. No fence is proposed behind Building 4 in an effort to maintain a sense of community between developments. The secondary entrance would be labeled accordingly. The official address will be assigned in the DPR process, but the belief is it will be assigned 77 Folly Field Road. The sidewalk is proposed on the north side as it is located closer to the public beach access. The applicant clarified the proposed residential structures will consist of (3) four-story and (4) three-story buildings over parking.

Chairman Gartner requested comments from the Board. The Board made inquiries regarding the base flood elevation (BFE) and finished grade of the maintenance building, laundry facility, and clubhouse. Too much fill will be detrimental to the trees near the clubhouse. The applicant is working with an arborist on this concern. The elevations will need to be accurate for final submittal. The clubhouse architecture was generally acceptable to the Board.

The Board agreed with staff's comment to provide a color board for final submittal. One board member expressed the colors appear to be nature blending. Some board members commented to choose nature blending colors like earth tones and muted shades, stick to two colors, and avoid yellow and white shades. Some members suggested consideration for a bronze roof instead of silver, as to avoid shiny materials and to blend better with nature. The Board inquired about the roof material and the color used on surrounding properties. The applicant indicated that he received samples of light gray and not the silver as proposed. The Board expressed the need to see sample materials. One board member indicated the proposed reclaimed wood material is not in island character in this location.

The Board expressed preference to staff's comments regarding the roof pitch especially on the three-story buildings over parking. However, there was concern for adding a pitched roof to the proposed four-story buildings over parking. The Board inquired about the density and the height. The maximum density and height is determined by the LMO and will be reviewed in the DPR process. The Board asked the applicant to consider scaling down the four-story buildings over parking. The three-story buildings over parking are preferred and more in keeping with the character of the neighborhood. The Board asked the applicant to reduce the clearance for parking if possible. The applicant indicated the height is 12 feet and can be reduced to 7 feet. The Board complimented the locations of Buildings 1, 2, and 3. There's a gentle curve in the road and landscaping opportunities for these buildings. Landscaping will help, but not hide the four-story buildings fronting Folly Field. The Board discussed the relationships of the buildings with the landscaping and adjacent properties, and asked for a streetscape drawing to demonstrate these.

The Board expressed the desire to increase plant material size to 6" caliper especially at the four-story buildings, and along the perimeter and buffers. The understory material was recommended at 5-6ft. The Board complimented the proposed plant selections. The quantities proposed are sufficient, however, if existing plants are lost due the grading plan changes, then more vegetation should be added back. The Board asked that planters be incorporated at the outer corners of the buildings to help visually reduce their height. The suggestion was made to reduce the size of the columns with the piers at the building base.

The Board complimented the relocation of the maintenance building from the north to the south in an effort to address concerns of The Lyons. The Board discussed the beach access points. The proposed sidewalk at the center of the site that leads across to Island Club was recommended to be removed in an effort to address concerns of Island Club. The recommendation was made to widen the other two sidewalks to the beach, add site furnishings, and bike racks in an effort to deter vehicular traffic to the beach and promote pedestrian/bicyclists access.

The Board inquired about the dumpster placement. The applicant indicated the dumpster will be completely enclosed and landscaped. The Board agreed with staff to eliminate the gingerbread millwork in order to simplify the design. The Board agreed with staff comments regarding revisions to the light plan to meet the average foot candle requirement and the light sources shall not exceed 3000K.

Chairman Gartner complimented the applicant for the conceptual submission package and noted that additional items are required for final.

Mr. Gentemann made a motion to approve DRB-001339-2018 with the following conditions:

1. Light sources shall not exceed 3000K.
2. The light plan exceeds the average foot candle requirement and revisions need to be made.
3. Provide a color board for review at the final submittal.
4. Eliminate the walk between Buildings 6 and 7 to keep out of the Island Club corridor.
5. Submit an alternate color to the white color paint.
6. Consider wider pedestrian paths for the beach access paths provided.
7. Submit all final samples including sample of the roof materials.
8. Show accurate foundations, fill heights, etc. on the maintenance building, the clubhouse, and laundry facility with regard to finish grade.
9. Include all ramps and changes in grade that will affect the finished floor height in relationship to grade.
10. Consider a lower scale for the buildings. For instance, three stories in lieu of four stories on the four story buildings.
11. Provide a streetscape elevation along Folly Field Road that shows all buildings in relationship to each other.
12. Eliminate all the gingerbread millwork.
13. Increase plant material size in the buffers.
14. Any and all other submittal requirements are met.

Vice Chairman Strecker seconded. The motion passed with a vote of 6-0-0.

**7. Board Business**

The Board inquired i) whether the wood trellis at Fish restaurant was required to be painted and ii) if the fence at The Lyons has been painted. Staff will follow up on these items.

**8. Staff Report**

Mr. Darnell reported on the Minor Corridor approvals since the last Board meeting.

Mr. Darnell indicated the Board's recent LMO concerns have been assigned to the LMO Committee. The LMO Committee expects to schedule a meeting in mid to late July once their membership for the new term is assigned.

Mr. Darnell noted the last board training opportunity will immediately follow the next DRB meeting on June 26<sup>th</sup>.

**9. Appearance by Citizens – None**

**10. Adjournment – The meeting was adjourned at 3:50 p.m.**

Submitted by: Teresa Haley, Secretary

Approved:

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Jake Gartner, Chairman



**Town of Hilton Head Island**  
**Community Development Department**  
 One Town Center Court  
 Hilton Head Island, SC 29928  
 Phone: 843-341-4757 Fax: 843-842-8908  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

FOR OFFICIAL USE ONLY	
Date Received:	_____
Accepted by:	_____
DRB #:	_____
Meeting Date:	_____

Applicant/Agent Name: Steven G. Stowers, AIA Company: Architecture 101  
 Mailing Address: 21B Market, Suite 1 City: Beaufort State: SC Zip: 29906  
 Telephone: 843.790.4101 Fax: N/A E-mail: Steve@A101.Design  
 Project Name: Local Pie - Roof Addition Project Address: 5 New Orleans Rd #106, HHI, SC 29928  
 Parcel Number [PIN]: R 552 015 00C 0112 0000  
 Zoning District: SPC - Sea Pines Commercial Overlay District(s): \_\_\_\_\_

**CORRIDOR REVIEW, MAJOR  
 DESIGN REVIEW BOARD (DRB) SUBMITTAL REQUIREMENTS**

**Digital Submissions may be accepted via e-mail by calling 843-341-4757.**

Project Category:  
 Concept Approval – Proposed Development  Alteration/Addition  
 Final Approval – Proposed Development  Sign

Submittal Requirements for *All* projects:

Private Architectural Review Board (ARB) Notice of Action (if applicable): When a project is within the jurisdiction of an ARB, the applicant shall submit such ARB’s written notice of action per LMO Section 16-2-103.1.4.b.iii.01. Submitting an application to the ARB to meet this requirement is the responsibility of the applicant.

Filing Fee: Concept Approval-Proposed Development \$175, Final Approval – Proposed Development \$175, Alterations/Additions \$100, Signs \$25; cash or check made payable to the Town of Hilton Head Island.

Additional Submittal Requirements:  
**Concept Approval – Proposed Development**

A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.

A site analysis study to include specimen trees, access, significant topography, wetlands, buffers, setbacks, views, orientation and other site features that may influence design.

A draft written narrative describing the design intent of the project, its goals and objectives and how it reflects the site analysis results.

Context photographs of neighboring uses and architectural styles.

Conceptual site plan (to scale) showing proposed location of new structures, parking areas and landscaping.

Conceptual sketches of primary exterior elevations showing architectural character of the proposed development, materials, colors, shadow lines and landscaping.



Additional Submittal Requirements:

**Final Approval – Proposed Development**

- A final written narrative describing how the project conforms with the conceptual approval and design review guidelines of Sec. 16-3-106.F.3.
- Final site development plan meeting the requirements of Appendix D: D-6.F.
- Final site lighting and landscaping plans meeting the requirements of Appendix D: D-6.H and D-6.I.
- Final floor plans and elevation drawings (1/8"=1'-0" minimum scale) showing exterior building materials and colors with architectural sections and details to adequately describe the project.
- N/A A color board (11"x17" maximum) containing actual color samples of all exterior finishes, keyed to the elevations, and indicating the manufacturer's name and color designation.
- Any additional information requested by the Design Review Board at the time of concept approval, such as scale model or color renderings, that the Board finds necessary in order to act on a final application.

Additional Submittal Requirements:

**Alterations/Additions**

- All of the materials required for final approval of proposed development as listed above, plus the following additional materials.
- N/A A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
- Photographs of existing structure.

Additional Submittal Requirements:

**Signs**

\_\_\_\_\_ Accurate color rendering of sign showing dimensions, type of lettering, materials and actual color samples.

For freestanding signs:

\_\_\_\_\_ Site plan (1"=30' minimum scale) showing location of sign in relation to buildings, parking, existing signs, and property lines.

\_\_\_\_\_ Proposed landscaping plan.

For wall signs:

\_\_\_\_\_ Photograph or drawing of the building depicting the proposed location of the sign.

\_\_\_\_\_ Location, fixture type, and wattage of any proposed lighting.

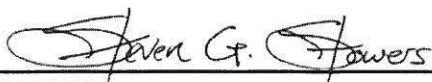
Note: All application items must be received by the deadline date in order to be reviewed by the DRB per LMO Appendix D: D-23.

*A representative for each agenda item is strongly encouraged to attend the meeting.*

**Are there recorded private covenants and/or restrictions that are contrary to, conflict with, or prohibit the proposed request? If yes, a copy of the private covenants and/or restrictions must be submitted with this application.**  YES  NO

To the best of my knowledge, the information on this application and all additional documentation is true, factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hilton Head Island. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.

I further understand that in the event of a State of Emergency due to a Disaster, the review and approval times set forth in the Land Management Ordinance may be suspended.



SIGNATURE

6/12/18

DATE

June 12, 2018

Chris Darnell  
Town of Hilton Head Island  
Community Development Department  
One Town Center Court  
Hilton Head Island, South Carolina 29928



**Project: Local Pie – Roof Addition**

Chris,

Please accept this design information for the roof addition for Local Pie Woodfired Pizza

**PROJECT DESCRIPTION**

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This project will add a new roof structure over the existing wood deck on the north side of the restaurant to provide protection from the weather for both the bar and dining areas on the deck.

The roof is designed to match the existing aesthetic for the deck and the awning above the main restaurant entrance. The new metal roof panels will match the existing panels on the awning and the roof framing will have a natural finish to match the existing deck framing.

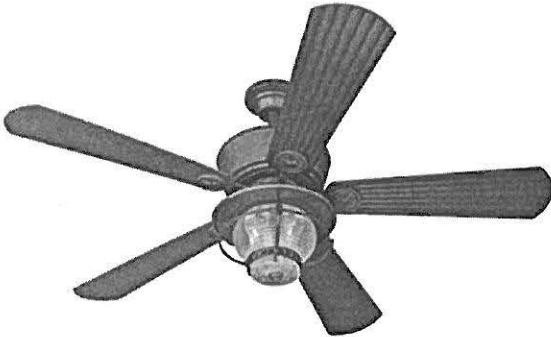
Lighting will be provided by new ceiling fans with LED light kits.

Thank you for your consideration.

Sincerely,

  
Steven G. Stowers, AIA, LEED AP

60 Watt Equivalent LED



Harbor Breeze

## Merrimack 52-in Antique Bronze Downrod Mount Indoor/Outdoor Ceiling Fan with Light Kit and Remote

★★★★☆ 55 customer reviews | 66 answered questions

Price: \$194.00 ✓prime

Get \$70 off instantly: Pay \$114.00 upon approval for the Amazon Prime Rewards Visa Card.

In Stock.

**Want it Friday, June 15?** Order within **6 hrs 22 mins** and choose **Standard Shipping** at checkout. [Details](#)  
Sold by Contemporary Lighting Wholesalers LLC and Fulfilled by Amazon in easy-to-open packaging. Gift-wrap available.

- Award winning contemporary design ceiling fan has an outstanding beauty with lifetime of durability. This industry recognized name brand fan is built to look very attractive and last. This stunning and newly updated model has even more durable materials, powerful quiet motor technology and includes brilliant energy efficient led lighting.
  - 5 weatherproof blades in a java finish for an understated look. Antique bronze finish lends a beautifully-aged appearance
  - Light kit with globe-style clear seeded glass shade provides the right amount of illumination. 6-in L downrod included
  - 3-speed reversible AC motor provides up to 5,188-CFM airflow and an airflow efficiency of 89-CFM/watt
  - Award winning contemporary design ceiling fan displays outstanding beauty with lifetime of durability. This industry recognized name brand fan is built for looks and to last. This stunning and newly updated model has even more durable material, powerful quiet motor technology and includes brilliant energy efficient led lighting and quality controller.
- › See more product details

Compare with similar items

Used & new (11) from \$139.99 & FREE shipping.

Report incorrect product information.

**Packaging may reveal contents.** Choose **Conceal Package** at checkout.





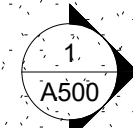
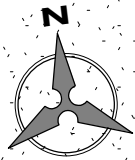
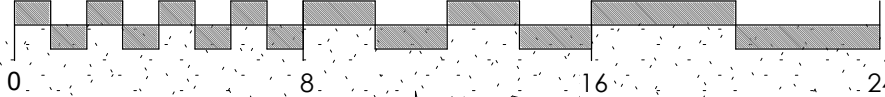
**LOCAL**  
*Wood-Fired Pizza*



Please Wait  
to be Seated!  
Our pizza is  
handmade!

106

Scale: 3/16" = 1'-0"



Remove existing pavers to allow installation of foundations. Replace following installation.

Remove existing sabal palmetto and replace with 30 gallon windmill palm 'Trachycarpus fortunei'

Existing planting to remain

New PT 6x6 roof support posts, TYP (Color: Match existing natural deck finish).

LOCAL PIE RESTAURANT



### FIRST FLOOR PLAN

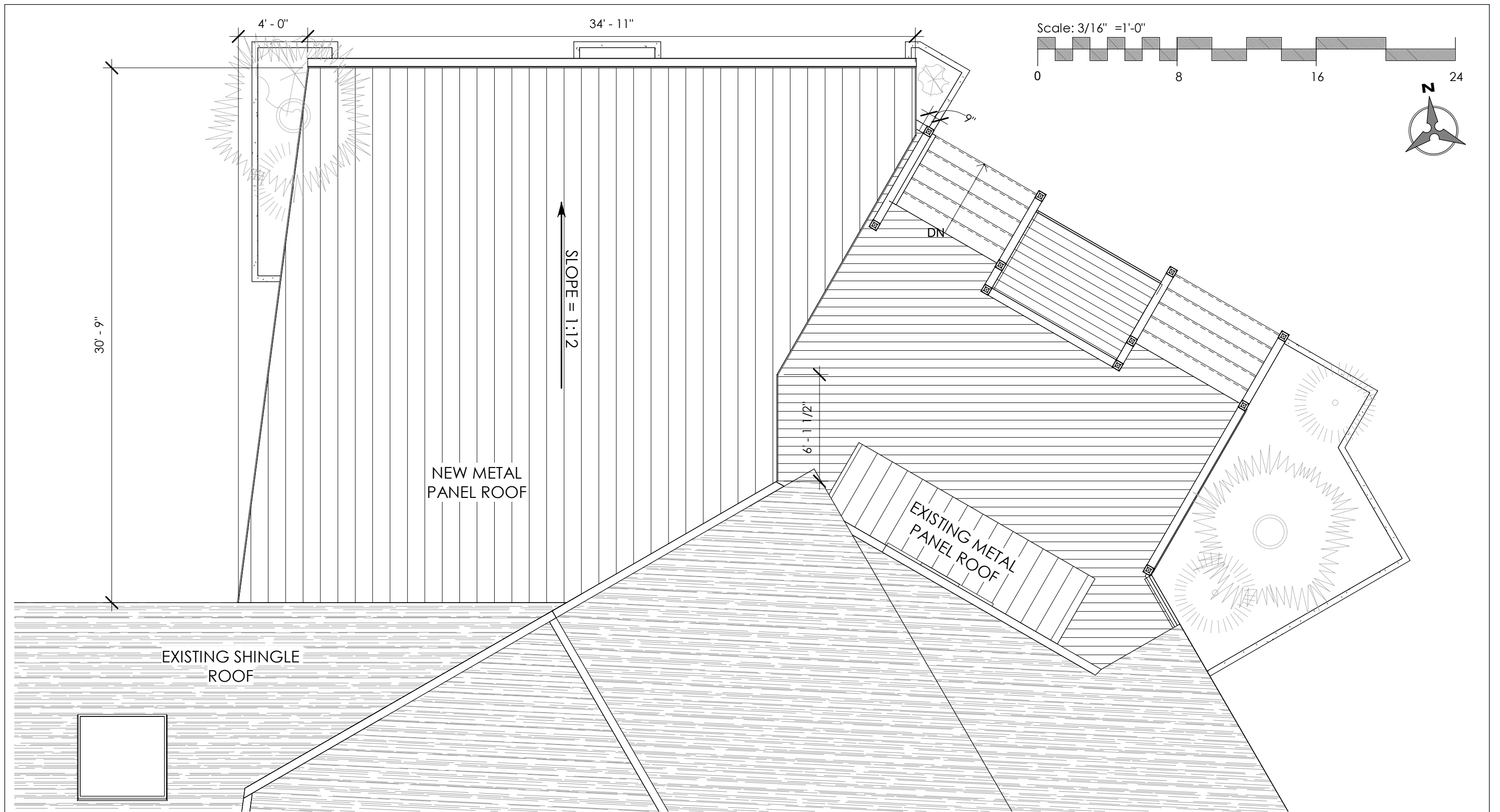
## LOCAL PIE DECK ROOF ADDITION

2018.20

6/12/18

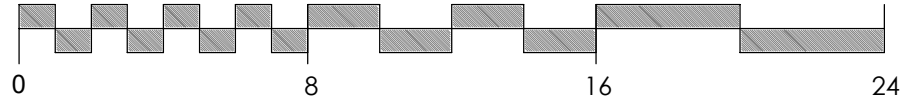
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6/13/2018 11:14:32 AM



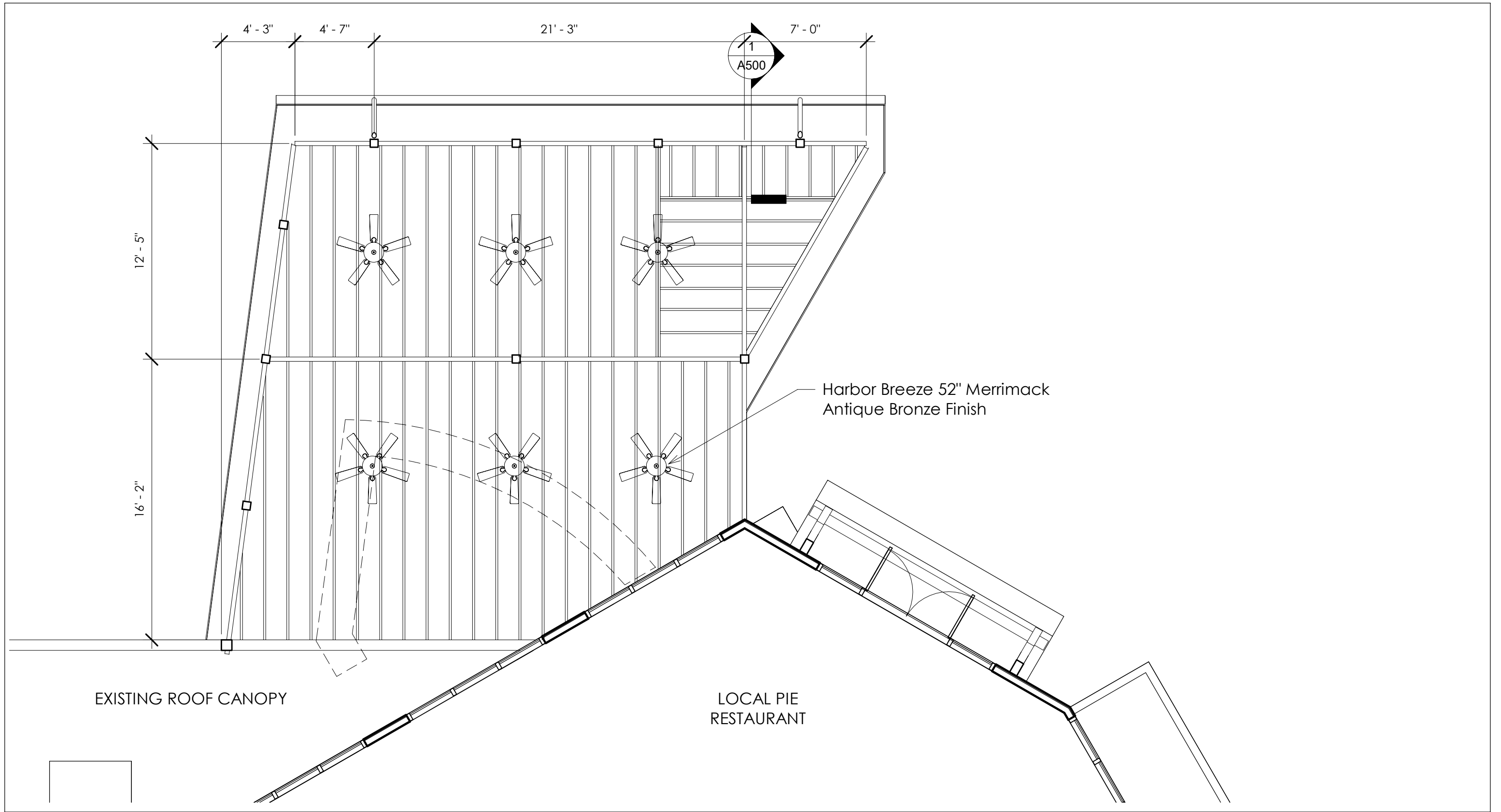


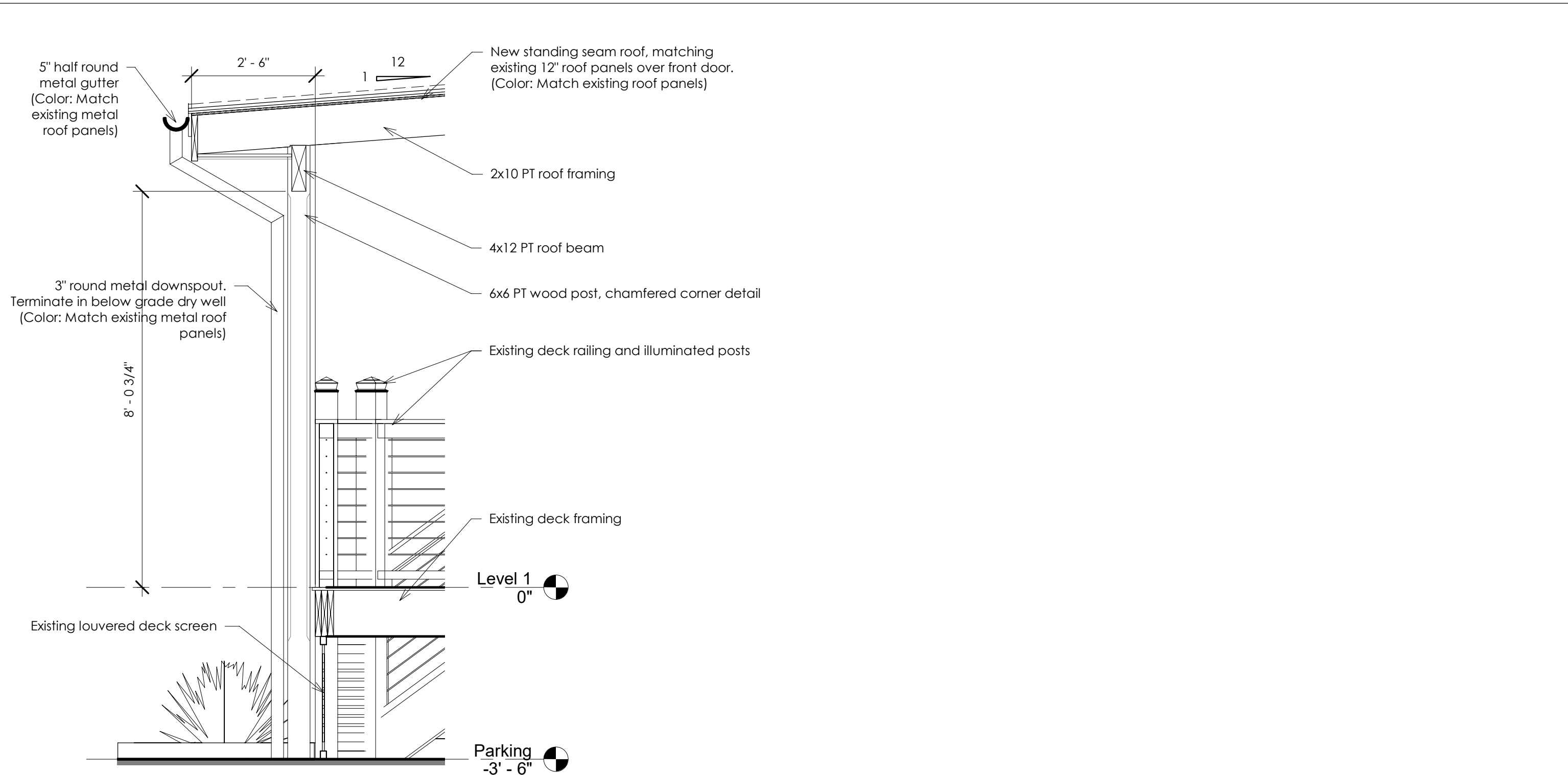
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### ROOF ADDITION ELEVATION

## FISH OUTDOOR DINING ROOF ADDITIONS

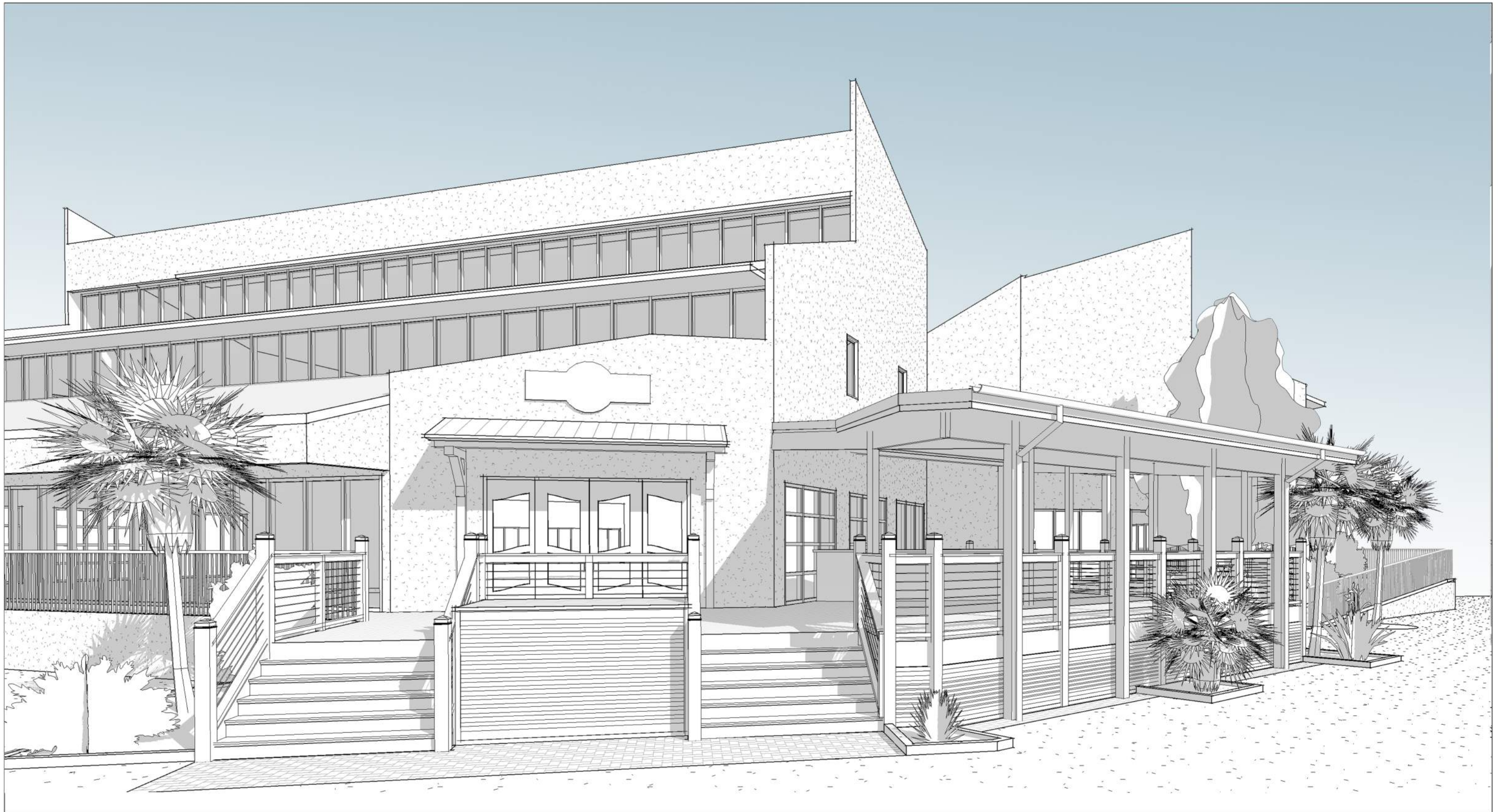


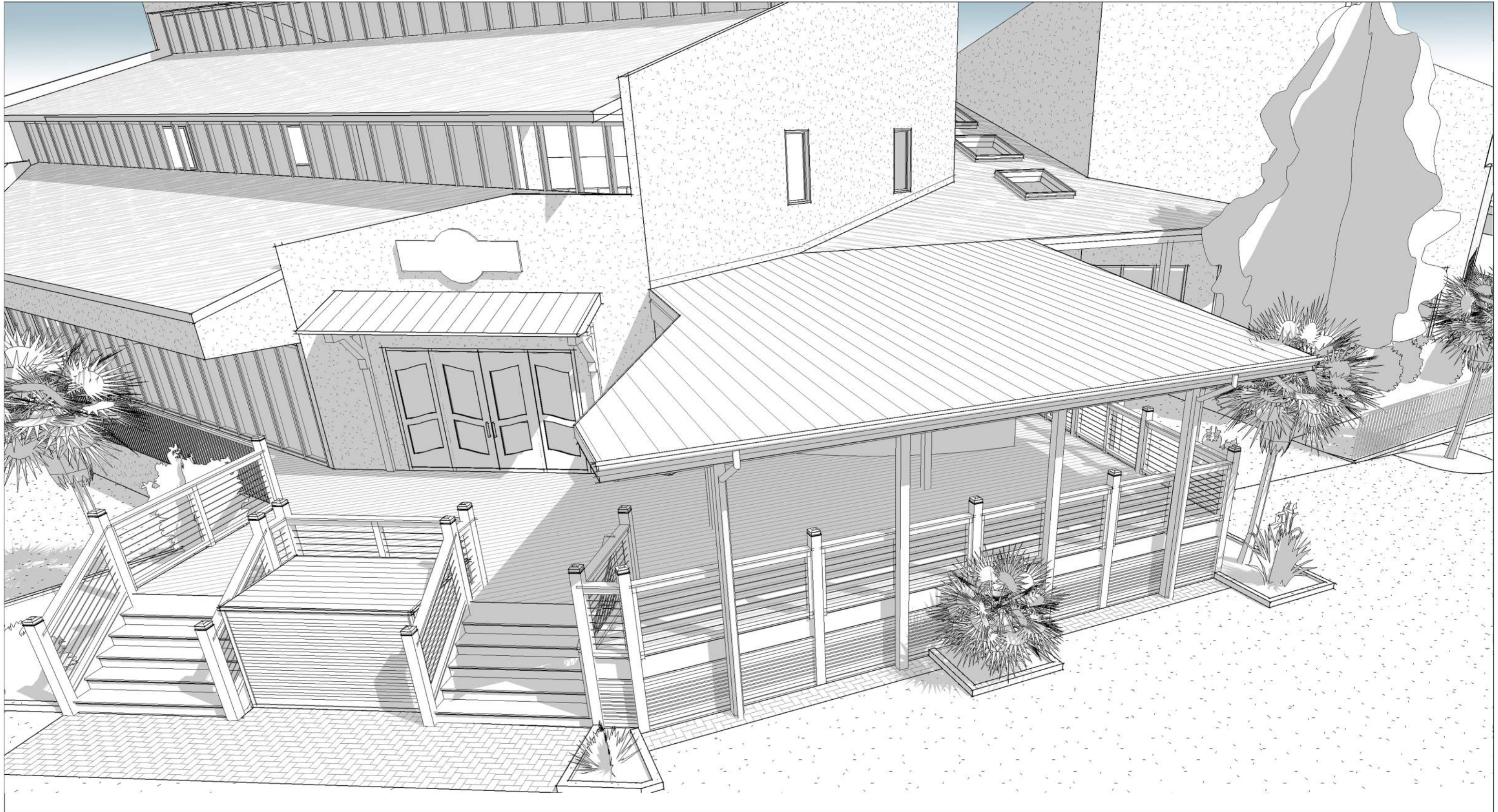


**TYPICAL SECTION**  
SCALE: 1/2" = 1'-0"

**FOUNDATION SECTION**  
SCALE: 1 1/2" = 1'-0"







## DESIGN TEAM/DRB COMMENT SHEET

*The comments below are staff recommendations to the Design Review Board (DRB)  
and do NOT constitute DRB approval or denial.*

PROJECT NAME: Local Pie Deck

DRB#: DRB-001451-2018

DATE: 06/14/2018

RECOMMENDATION: Approval  Approval with Conditions  Denial

RECOMMENDED CONDITIONS:

1. Add label to specify the color / finish of all new wood structure.
2. Specify the treatment of the ceiling (color & finish).
3. Specify on the plans all electrical conduit will be concealed.
4. Notch roof to accommodate both existing palms.

<b><i>ARCHITECTURAL DESIGN</i></b>				
DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Minimum roof pitch of 6/12	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

<b><i>NATURAL RESOURCE PROTECTION</i></b>				
DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
An effort has been made to preserve existing trees and under story plants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Keep the palm proposed to be removed and notch the overhand to provide room for the two existing palms.



Town of Hilton Head Island  
 Community Development Department  
 One Town Center Court  
 Hilton Head Island, SC 29928  
 Phone: 843-341-4757 Fax: 843-842-8908  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

FOR OFFICIAL USE ONLY	
Date Received:	_____
Accepted by:	_____
DRB #:	_____
Meeting Date:	_____

Applicant/Agent Name: Mike Thomas Company: Thomas Design Group  
 Mailing Address: 74 Sparwheel Lane City: Hilton Head Island State: SC Zip: 29926  
 Telephone: 843-785-9434 Fax: \_\_\_\_\_ E-mail: mthomas.icon@gmail.com  
 Project Name: Junior Players Golf Academy Project Address: 6 Fish Haul Rd  
 Parcel Number [PIN]: R 5 1 0 0 0 5 0 0 0 0 5 0 F 0 0 0 0  
 Zoning District: LC Overlay District(s): COD

**CORRIDOR REVIEW, MAJOR  
 DESIGN REVIEW BOARD (DRB) SUBMITTAL REQUIREMENTS**

*Digital Submissions may be accepted via e-mail by calling 843-341-4757.*

Project Category:  
 Concept Approval – Proposed Development  Alteration/Addition  
 Final Approval – Proposed Development  Sign

Submittal Requirements for *All* projects:

NA Private Architectural Review Board (ARB) Notice of Action (if applicable): When a project is within the jurisdiction of an ARB, the applicant shall submit such ARB’s written notice of action per LMO Section 16-2-103.I.4.b.iii.01. Submitting an application to the ARB to meet this requirement is the responsibility of the applicant.

Filing Fee: Concept Approval-Proposed Development \$175, Final Approval – Proposed Development \$175, Alterations/Additions \$100, Signs \$25; cash or check made payable to the Town of Hilton Head Island.

Additional Submittal Requirements:  
**Concept Approval – Proposed Development**

A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.

A site analysis study to include specimen trees, access, significant topography, wetlands, buffers, setbacks, views, orientation and other site features that may influence design.

A draft written narrative describing the design intent of the project, its goals and objectives and how it reflects the site analysis results.

Context photographs of neighboring uses and architectural styles.

Conceptual site plan (to scale) showing proposed location of new structures, parking areas and landscaping.

Conceptual sketches of primary exterior elevations showing architectural character of the proposed development, materials, colors, shadow lines and landscaping.



Additional Submittal Requirements:

**Final Approval – Proposed Development**

- \_\_\_\_\_ A final written narrative describing how the project conforms with the conceptual approval and design review guidelines of Sec. 16-3-106.F.3.
- \_\_\_\_\_ Final site development plan meeting the requirements of Appendix D: D-6.F.
- \_\_\_\_\_ Final site lighting and landscaping plans meeting the requirements of Appendix D: D-6.H and D-6.I.
- \_\_\_\_\_ Final floor plans and elevation drawings (1/8"=1'-0" minimum scale) showing exterior building materials and colors with architectural sections and details to adequately describe the project.
- \_\_\_\_\_ A color board (11"x17" maximum) containing actual color samples of all exterior finishes, keyed to the elevations, and indicating the manufacturer's name and color designation.
- \_\_\_\_\_ Any additional information requested by the Design Review Board at the time of concept approval, such as scale model or color renderings, that the Board finds necessary in order to act on a final application.

Additional Submittal Requirements:

**Alterations/Additions**

- \_\_\_\_\_ All of the materials required for final approval of proposed development as listed above, plus the following additional materials.
- \_\_\_\_\_ A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
- \_\_\_\_\_ Photographs of existing structure.

Additional Submittal Requirements:

**Signs**

- \_\_\_\_\_ Accurate color rendering of sign showing dimensions, type of lettering, materials and actual color samples.

For freestanding signs:

- \_\_\_\_\_ Site plan (1"=30' minimum scale) showing location of sign in relation to buildings, parking, existing signs, and property lines.
- \_\_\_\_\_ Proposed landscaping plan.

For wall signs:

- \_\_\_\_\_ Photograph or drawing of the building depicting the proposed location of the sign.
- \_\_\_\_\_ Location, fixture type, and wattage of any proposed lighting.

Note: All application items must be received by the deadline date in order to be reviewed by the DRB per LMO Appendix D: D-23.

*A representative for each agenda item is strongly encouraged to attend the meeting.*

**Are there recorded private covenants and/or restrictions that are contrary to, conflict with, or prohibit the proposed request? If yes, a copy of the private covenants and/or restrictions must be submitted with this application.**  YES  NO

To the best of my knowledge, the information on this application and all additional documentation is true, factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hilton Head Island. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.

I further understand that in the event of a State of Emergency due to a Disaster, the review and approval times set forth in the Land Management Ordinance may be suspended.

\_\_\_\_\_  
SIGNATURE

2018.06.12  
\_\_\_\_\_  
DATE

# THOMAS

DESIGN GROUP, INC

---

June 12, 2018

**Town of Hilton Head Island**

Community Development Department  
One Town Center Court  
Hilton Head Island, SC 29928

**Project: DRB Concept Review , Junior Players Golf Academy, Hilton Head Island, SC**

To Whom It May Concern:

Please accept this design information for a new project located on lot 6 Fish Haul Road, Hilton Head Island, SC to be reviewed as a DRB Concept review. The following information should be reviewed in conjunction with the design data attached with this submittal:

Project Scope:

This project is proposed to include three (3) commercial buildings intended to house the corporate offices, fitness, and golf instruction training functions of the Junior Players Golf Academy (JPGA). The property exists at the intersection of Fish Haul Road and Beach City Road. Vehicular access to the site is proposed from Beach City Road. The buildings and parking shown on the site plan provided have been situated in a manner so as to retain as many existing trees as possible while adhering to the established parking design criteria of the HHI LMO.

The parcel to the north of this site is of the same zoning (LC) and includes an existing veterinarian/pet boarding facility. The adjacent parcel to the east is zoned RM-4 and includes existing housing used for JPGA golf students also owned by the owner of the subject parcel, Keith Bach, President of JPGA. It is the intention of the owner to develop the new corporate offices and training facilities in an effort to reduce transportation needs such that students can literally walk to the JPGA facilities from their housing. The southern and western site boundaries include town-owned sidewalks and the minor arterials of Fish Haul and Beach City Roads. Also in an effort to retain as many trees on the site as possible, the owner proposes to provide fifteen (15) parking spaces as shown on the development plan since a maximum of nine (9) employees work at the office building. Golf students using the Fitness and Golf Training buildings will walk from the adjacent JPGA golf housing. It is also proposed that the existing drive aisle from the adjacent golf housing campus be connected to the parking lot of this new development.

Building an zoning design criteria is offered below as it relates to this site and the proposed design:

Design/Zoning Criteria:

Classification Type:	LC	1 space per employee plus 9 spaces.....	15 provided
Density:	10,000sf	10k x 1.53ac = 15,300 allowable.....	12,225sf proposed
Lot Coverage:	Impervious	60% allowed.....	34% proposed
Max Building Ht:	45 ft	Buildings are 1-story and will be less than 25ft max	
Setbacks:	South (arterial) = 20'; West (arterial) P/L = 40'; North P/L = 20'; East P/L = 00'		

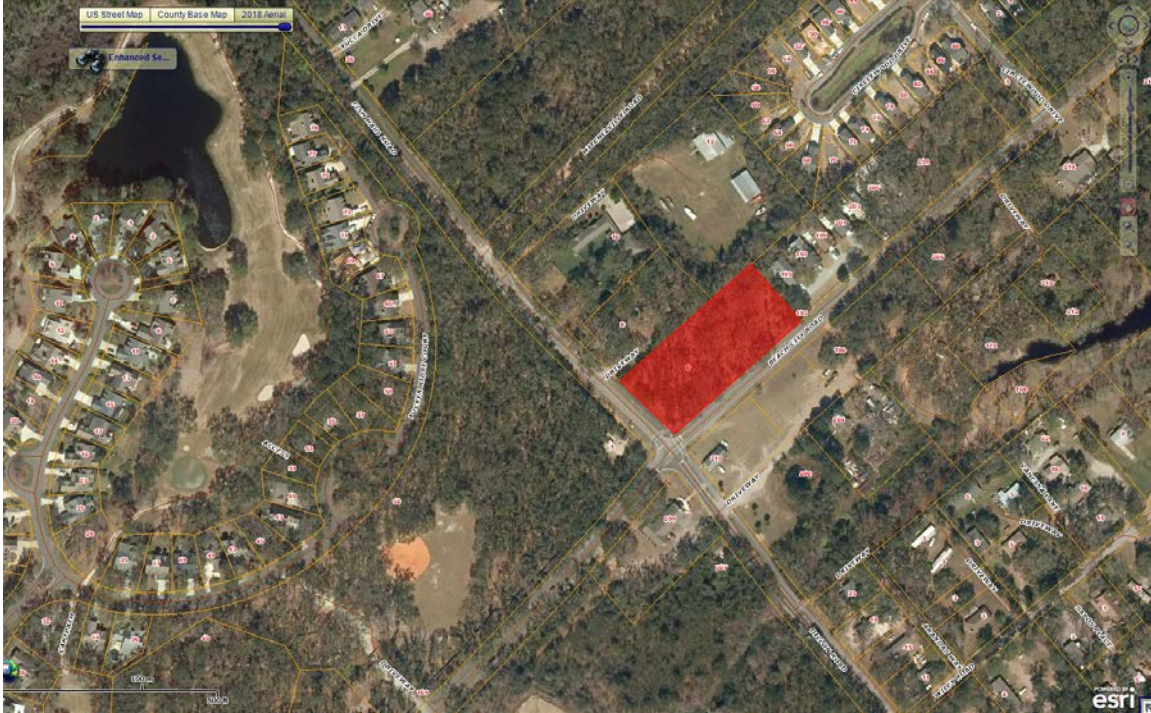
Sincerely,

  
Michael G. Thomas, President  
Thomas Design Group, Inc.

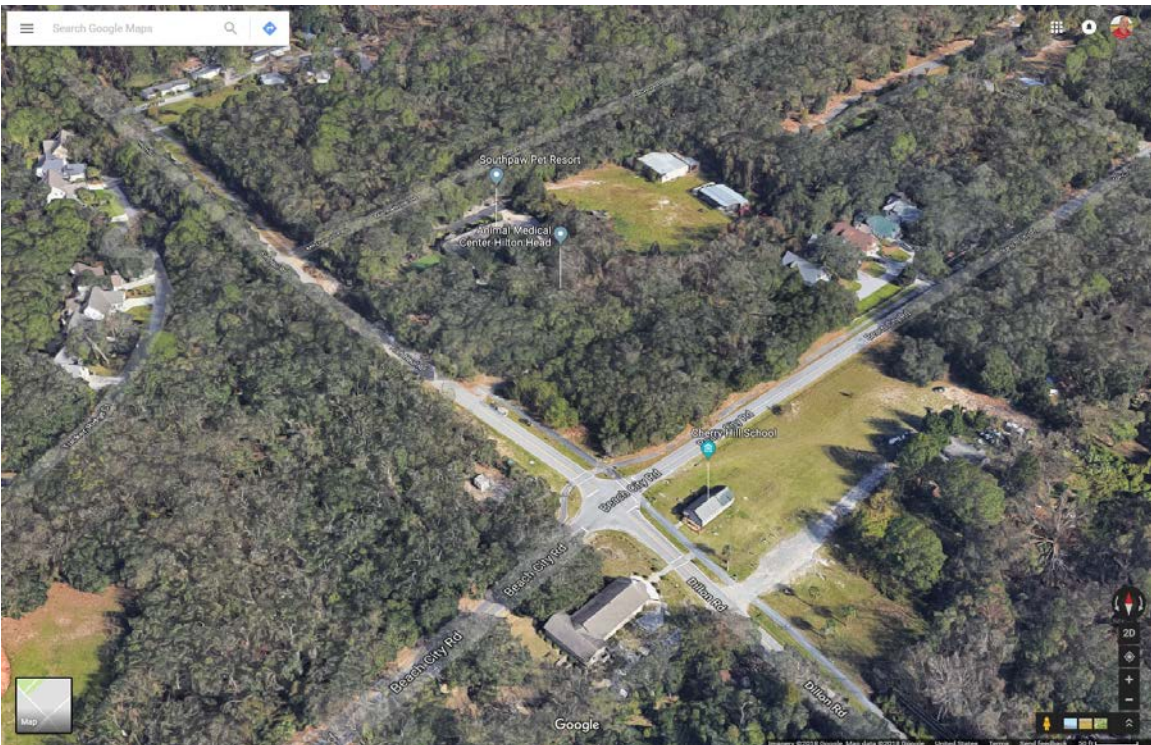
# THOMAS

DESIGN GROUP, INC

Photos of adjacent properties to 6 Fish Haul Rd (subject site):



Site Location



Aerial Perspective



View from intersection of Fish Haul and Beach City Road (subject Site):



View from intersection of Fish Haul and Beach City Road (subject Site including building across street).



View from Beach City Rd looking back at Fish Haul and corner of lot



Same view as prior pick but farther down Beach City Rd looking back at Fish Haul and corner of lot



View looking down Beach City Rd towards JPGA housing



JPGA housing and subject lot from Beach City Rd



JPGA housing



JPGA housing



Corner view at Beach City Rd & Dillon Rd



Corner view of Beach City Rd & Dillon Rd





Corner view of Beach City Rd & Fish Haul Rd



Adjacent Pet Grooming/Boarding office adjacent to subject site and Fish Haul Rd



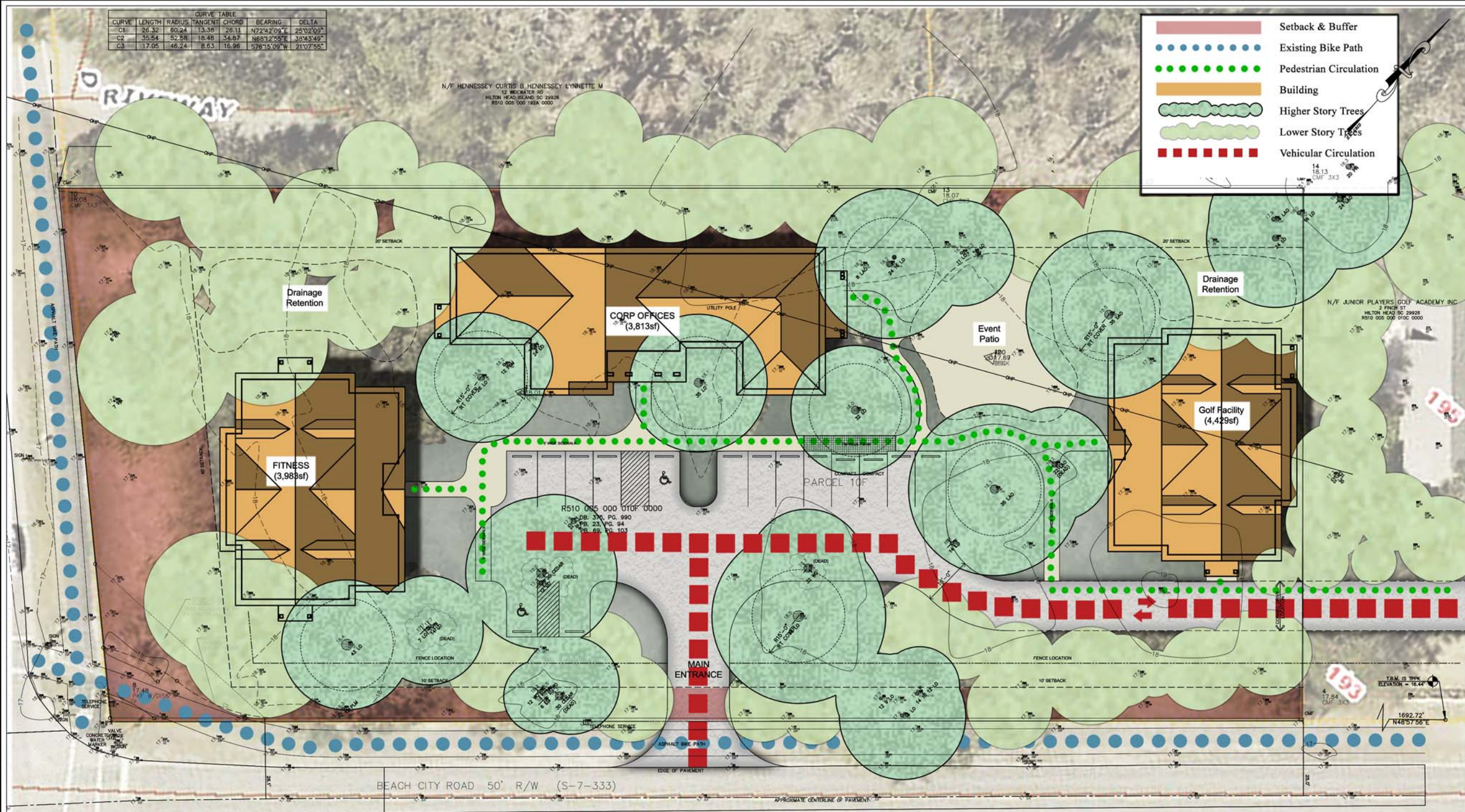
Existing Vet's office on Fish Haul Rd



CURVE TABLE					
CURVE	LENGTH	RADIUS	TANGENT CHORD	BEARING	DELTA
C1	26.32	60.24	13.38	26.11	N72°42'09"E 25°02'09"
C2	35.54	52.58	18.48	34.67	N68°12'59"E 35°43'49"
C3	17.05	46.24	8.63	16.96	S76°15'09"W 21°07'55"

**Setback & Buffer**

- Existing Bike Path
- Pedestrian Circulation
- Building
- Higher Story Trees
- Lower Story Trees
- Vehicular Circulation



Review Only

ISSUED FOR:	ISSUE DATE:	BY:
Site Development Review	2018.03.20	MUT
Pre-Application	2018.04.12	MUT
DBB Concept Review	2018.06.12	MUT

A New Project for:  
**Junior Players Golf Academy**  
 6 Fish Haul Road  
 Hilton Head Island, South Carolina

**THOMAS**  
 DESIGN GROUP, INC  
 74 Sparrowhead Lane  
 Hilton Head Island, SC 29926  
 843.715.9434

- REFERENCE PLATS
- 1) A PLAT OF 1.6 ACRES IN JOHNNY WHITE SUBDIVISION, A SECTION OF FISH HAUL PLANTATION, HILTON HEAD ISLAND, BEAUFORT COUNTY, SOUTH CAROLINA  
 DRAWN: 02/21/75  
 RECORDED IN BOOK 23, PAGE 94, DATED: 03/10/75  
 RMC, BEAUFORT COUNTY, S.C.  
 BY: RICHARD L. STROMAN, S.C.R.L.S. NO. 5426
  - 2) PLAT PREPARED FOR JORDAN CONSTRUCTION OF HILTON HEAD, INC. BEACH CITY AREA - FISH HAUL, TOWN OF HILTON HEAD ISLAND, BEAUFORT COUNTY, SOUTH CAROLINA  
 DRAWN: 09/11/86  
 RECORDED IN BOOK 32, PAGE 114, DATED: 08/23/84  
 RMC, BEAUFORT COUNTY, S.C.  
 BY: BENJAMIN WILSON, S.C.R.L.S. NO. 5424
  - 3) PLAT MADE FOR JAMES CUPPIA, BEACH CITY AREA - FISH HAUL, HILTON HEAD ISLAND, BEAUFORT COUNTY, SOUTH CAROLINA  
 DRAWN: 12/17/81  
 RECORDED IN BOOK 30, PAGE 64, DATED: 09/26/85  
 RMC, BEAUFORT COUNTY, S.C.  
 BY: BENJAMIN WILSON, S.C.R.L.S. NO. 5424
  - 4) HIGHWAY PLANS FOR S-7-333 DATED: 7/31/87, AS REVISED 9/15/87, PROJECT NO. C-373, SHEET 4, IN BEAUFORT COUNTY, SOUTH CAROLINA
  - 5) EASEMENT SURVEY BEACH CITY ROAD, HILTON HEAD ISLAND, DISTRICT 510, MAP 5, PARCEL 10F, IN BEAUFORT COUNTY, SOUTH CAROLINA  
 DRAWN: 11/13/98  
 RECORDED IN BOOK 68, PAGE 103, DATED: 03/29/99  
 RMC, BEAUFORT COUNTY, S.C.  
 BY: M.A. DUNHAM, S.C.R.L.S. NO. 11590

- NOTES
- 1) UNDERGROUND UTILITIES NOT LOCATED EXCEPT AS SHOWN.
  - 2) SEA ISLAND LAND SURVEY, LLC. CERTIFIES TO THE BOUNDARY, TOPOGRAPHIC AND ASBLUIT INFORMATION PROVIDED HEREON AS THE DATE OF THE SURVEY. THIS SURVEY MAY BE USED IN DIGITAL FORMAT AS A BASE FOR OTHERS AND ANY REVISIONS OR ADDITIONS MADE HEREAFTER IS NOT THE RESPONSIBILITY OF SEA ISLAND LAND SURVEY, LLC. A HARD COPY AVAILABLE FROM SEA ISLAND LAND SURVEY, LLC. WILL BE THE ONLY OFFICIAL DOCUMENT.
  - 3) SUBJECT PROPERTY DOES NOT APPEAR TO BE AFFECTED BY THE BEACHFRONT SETBACK REQUIREMENTS OF THE S.C. BEACH PROTECTION ACT OF JULY 1, 1988.
  - 4) HORIZONTAL DATUM IS SOUTH CAROLINA STATE PLANE COORDINATES.
  - 5) VERTICAL DATUM IS NGVD29.
  - 6) CONTOUR INTERVAL IS 1'
  - 7) BUILDING SETBACKS, WHETHER SHOWN OR NOT, SHOULD BE VERIFIED BY THE LOCAL BUILDING AUTHORITY OR ARCHITECTURAL REVIEW BOARD.
  - 8) THIS SURVEY HAS BEEN PREPARED WITHOUT BENEFIT OF A COMPLETE TITLE SEARCH AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.
  - 9) THIS SURVEY DOES NOT CERTIFY TO THE EXISTENCE OR ABSENCE OF FRESHWATER WETLANDS.

**Development Site Plan**

01  
C1.1

Scale: 1/16" = 1'-0"

I HEREBY STATE THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE SURVEY SHOWN HEREON 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 REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN, ALSO THERE ARE NO VISIBLE ENCROACHMENTS OR PROJECTIONS OTHER THAN SHOWN.

SOUTH CAROLINA  
 SEA ISLAND LAND SURVEY  
 No. C02180  
 CERTIFICATE OF AUTHORIZATION

SOUTH CAROLINA  
 PROFESSIONAL  
 LAND SURVEYOR  
 25437  
 MARK R. RENEW

BOUNDARY SURVEY OF:  
 TAX MAPS AND MAPS  
 JOHNNY WHITE'S SUBDIVISION  
 BEAUFORT COUNTY, SOUTH CAROLINA  
 PREPARED BY:



C1.1

TDG Project # 1802.00

CURVE	LENGTH	RADIUS	CHORD BEARING	CHORD DISTANCE	DELTA
C1	28.32	89.24	N72°12'00"	25.92	23.02
C2	35.54	52.34	N48°57'56"	31.54	35.54
C3	19.06	43.74	S74°10'11"	17.07	21.07

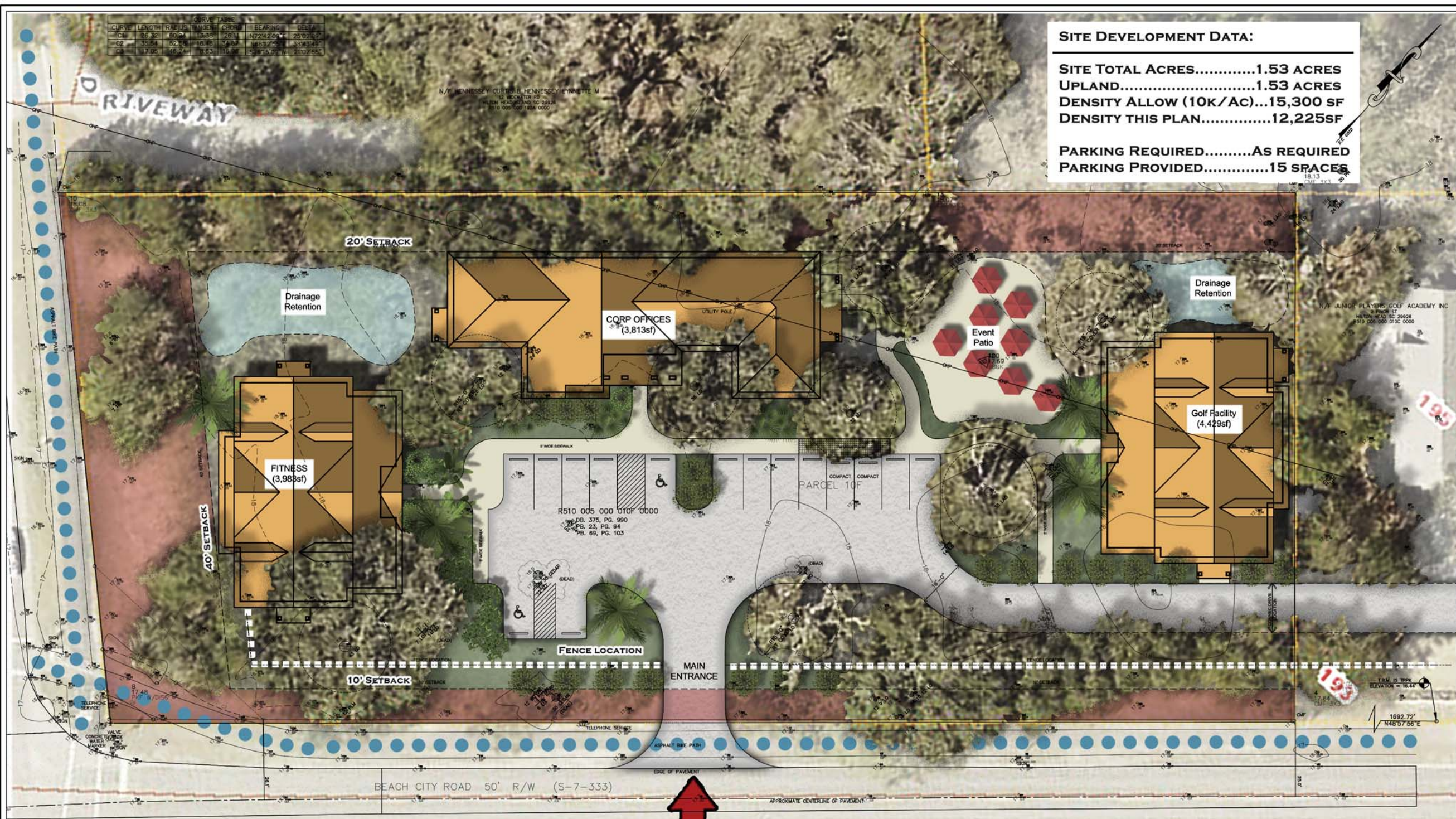
**SITE DEVELOPMENT DATA:**

SITE TOTAL ACRES.....1.53 ACRES  
 UPLAND.....1.53 ACRES  
 DENSITY ALLOW (10K/AC)...15,300 SF  
 DENSITY THIS PLAN.....12,225SF

PARKING REQUIRED.....AS REQUIRED  
 PARKING PROVIDED.....15 SPACES

Review Only

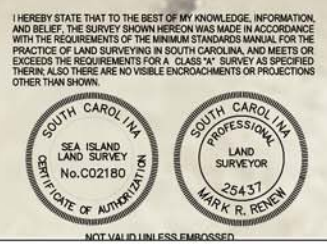
ISSUED FOR:	ISSUE DATE:	BY:
Site Development Review	2018.03.29	MUT
Pre-Application	2018.04.12	MUT
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Development Site Plan  
 Scale: 1/16" = 1'-0"



A New Project for:  
**Junior Players Golf Academy**  
 6 Fish Haul Road  
 Hilton Head Island, South Carolina

**THOMAS**  
 DESIGN GROUP, INC  
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TDG Project # 1802.00

C1.1

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ISSUED FOR:	ISSUE DATE:	BY:
Site Development Review	2018.03.29	MGT
Pre-Application	2018.04.12	MGT
DBB Concept Review	2018.06.12	MGT



04  
A2.1 Office Building Front Elev  
Scale: 3/16" = 1'-0"



03  
A2.1 Office Building Rear Elev  
Scale: 3/16" = 1'-0"



02  
A2.1 Office Building Right Elev  
Scale: 3/16" = 1'-0"



02  
A2.1 Office Building Left Elev  
Scale: 3/16" = 1'-0"

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TDG Project # 1802.00

A2.1

# Review Only

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Site Development Review	2018.03.29	MGT
Pre-Application	2018.04.12	MGT
DBB Concept Review	2018.06.12	MGT



04  
A2.2  
**Fitness Building Front Elev**  
Scale: 3/16" = 1'-0"



03  
A2.2  
**Fitness Building Rear Elev**  
Scale: 3/16" = 1'-0"



02  
A2.2  
**Fitness Building Right Elev**  
Scale: 3/16" = 1'-0"



02  
A2.2  
**Fitness Building Left Elev**  
Scale: 3/16" = 1'-0"

A New Project for:  
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TDG Project # 1802.00

# A2.2

Review Only

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Pre-Application	2018.04.12	MGT
DBB Concept Review	2018.06.12	MGT



04  
A2.3  
Golf Building Front Elev  
Scale: 3/16" = 1'-0"



03  
A2.3  
Golf Building Rear Elev  
Scale: 3/16" = 1'-0"



02  
A2.3  
Golf Building Right Elev  
Scale: 3/16" = 1'-0"



02  
A2.3  
Golf Building Left Elev  
Scale: 3/16" = 1'-0"

A New Project for:  
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TDG Project # 1802.00

A2.3



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Pre-Application	2018.04.12	MGT
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TDG Project # 1802.00

# A2.1

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Scale: 3/16" = 1'-0"



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Fitness Building Rear Elev  
Scale: 3/16" = 1'-0"



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A2.2  
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Scale: 3/16" = 1'-0"



02  
A2.2  
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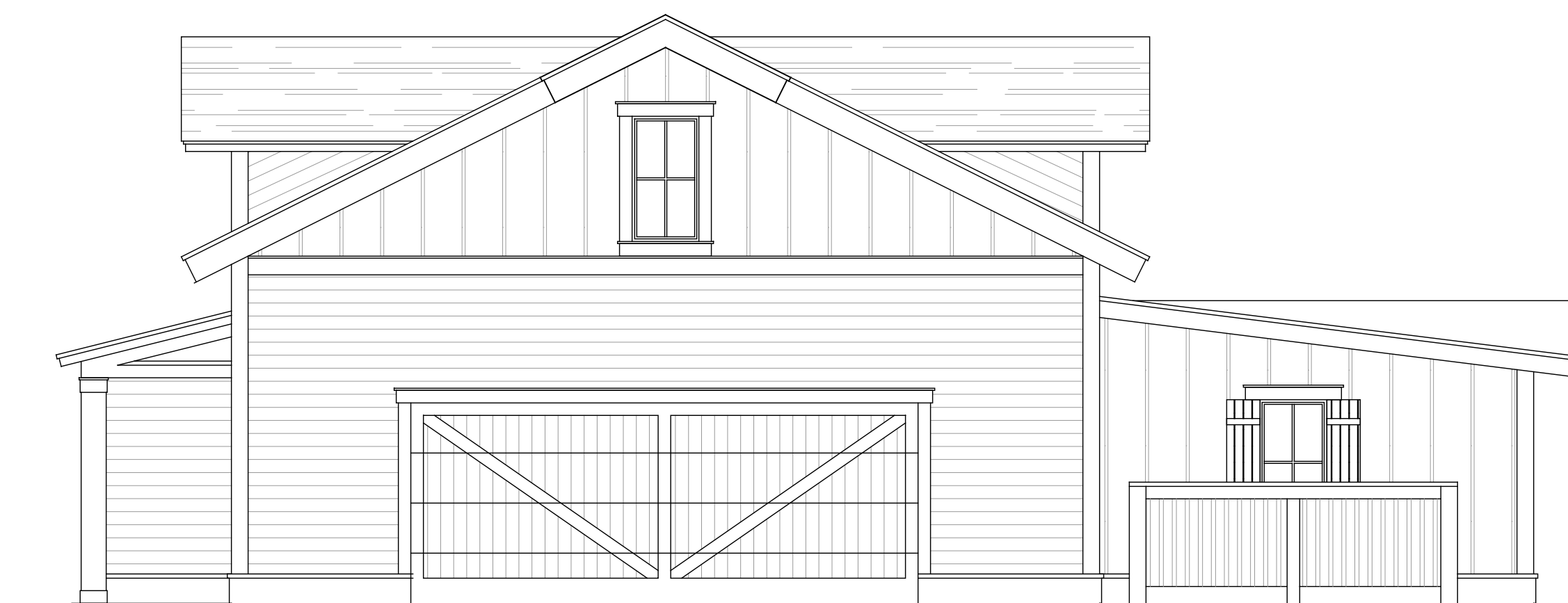
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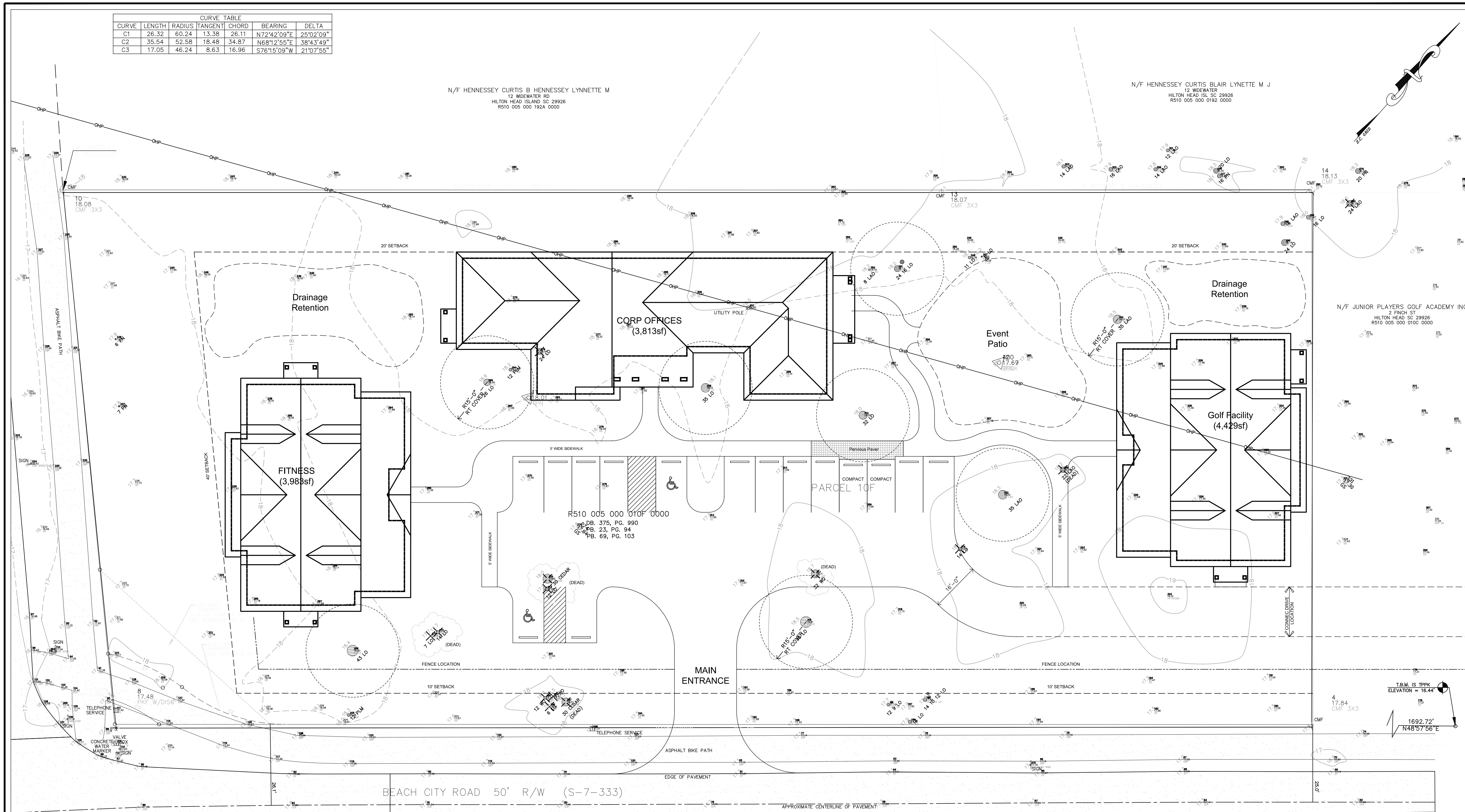
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TDG Project # 1802.00

# A2.3

CURVE TABLE						
CURVE	LENGTH	RADIUS	TANGENT	CHORD	BEARING	DELTA
C1	26.32	60.24	13.38	26.11	N72°42'09"E	25°02'09"
C2	35.54	52.58	18.48	34.87	N68°12'55"E	38°43'49"
C3	17.05	46.24	8.63	16.96	S76°15'09"W	21°07'55"



N/F HENNESSEY CURTIS B HENNESSEY LYNETTE M  
 12 WIDEWATER RD  
 HILTON HEAD ISLAND SC 29926  
 R510 005 000 192A 0000

N/F HENNESSEY CURTIS BLAIR LYNETTE M J  
 12 WIDEWATER  
 HILTON HEAD ISL SC 29926  
 R510 005 000 0192 0000

N/F JUNIOR PLAYERS GOLF ACADEMY INC  
 2 FINCH ST  
 HILTON HEAD SC 29926  
 R510 005 000 010C 0000

R510 005 000 010F 0000  
 DB. 375, PG. 990  
 PB. 23, PG. 94  
 SB. 69, PG. 103

BEACH CITY ROAD 50' R/W (S-7-333)  
 APPROXIMATE CENTERLINE OF PAVEMENT

Review Only

ISSUED FOR:	ISSUE DATE:	BY:
Site Development Review	2018.03.29	MGT
Pre-Application	2018.04.12	MGT
DBB Concept Review	2018.06.12	MGT

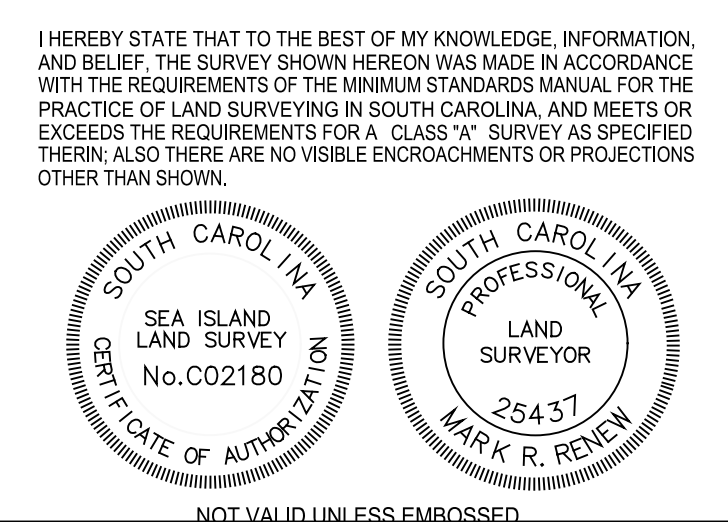
A New Project for:  
**Junior Players Golf Academy**  
 6 Fish Haul Road  
 Hilton Head Island, South Carolina

**THOMAS**  
 DESIGN GROUP, INC  
 74 Sparrowheel Lane  
 Hilton Head Island, SC 29926  
 843.715.9434

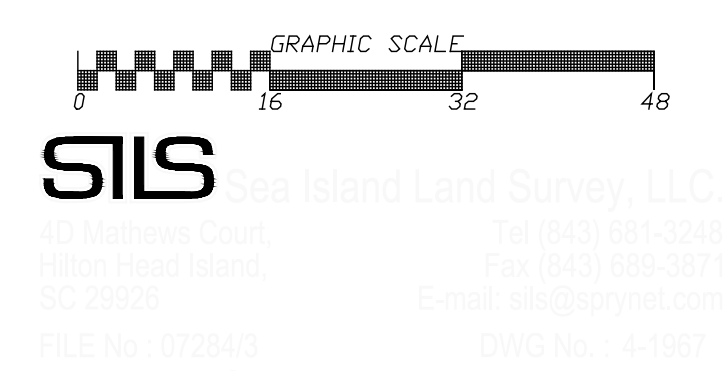
- REFERENCE PLATS
- 1) A PLAT OF 1.6 ACRES IN JOHNNY WHITE SUBDIVISION, A SECTION OF FISH HAUL PLANTATION, HILTON HEAD ISLAND, BEAUFORT COUNTY, SOUTH CAROLINA  
 DRAWN: 02/21/75  
 RECORDED IN BOOK 23, PAGE 94, DATED: 03/10/75  
 R.M.C. BEAUFORT COUNTY, S.C.  
 BY: RICHARD L. STROMAN, S.C.R.L.S. NO. 5426
  - 2) PLAT PREPARED FOR JORDAN CONSTRUCTION OF HILTON HEAD, INC. BEACH CITY AREA- FISH HAUL, TOWN OF HILTON HEAD ISLAND, BEAUFORT COUNTY, SOUTH CAROLINA  
 DRAWN: 09/11/86  
 RECORDED IN BOOK 32, PAGE 114, DATED: 08/23/84  
 R.M.C. BEAUFORT COUNTY, S.C.  
 BY: BENJAMIN WILSON, S.C.R.L.S. NO. 5424
  - 3) PLAT MADE FOR JAMES CUPPIA, BEACH CITY AREA - FISH HAUL, HILTON HEAD ISLAND, BEAUFORT COUNTY, SOUTH CAROLINA  
 DRAWN: 12/17/81  
 RECORDED IN BOOK 30, PAGE 64, DATED: 09/26/85  
 R.M.C. BEAUFORT COUNTY, S.C.  
 BY: BENJAMIN WILSON, S.C.R.L.S. NO. 5424
  - 4) HIGHWAY PLANS FOR S-7-333 DATED: 7/31/67, AS REVISED 9/15/67, PROJECT NO. C-373, SHEET 4, IN BEAUFORT COUNTY, SOUTH CAROLINA
  - 5) EASEMENT SURVEY BEACH CITY ROAD, HILTON HEAD ISLAND, DISTRICT 510, MAP 5, PARCEL 10F, IN BEAUFORT COUNTY, SOUTH CAROLINA  
 DRAWN: 11/13/98  
 RECORDED IN BOOK 69, PAGE 103, DATED: 03/29/99  
 R.M.C. BEAUFORT COUNTY, S.C.  
 BY: M.A. DUNHAM, S.C.R.L.S. NO. 11590

- NOTES:
- 1) UNDERGROUND UTILITIES NOT LOCATED EXCEPT AS SHOWN.
  - 2) SEA ISLAND LAND SURVEY, LLC, CERTIFIES TO THE BOUNDARY, TOPOGRAPHIC AND ASBLT INFORMATION PROVIDED HEREON AS THE DATE OF THE SURVEY. THIS SURVEY MAY BE USED IN DIGITAL FORMAT AS A BASE FOR OTHERS AND ANY REVISIONS OR ADDITIONS MADE HEREFTER IS NOT THE RESPONSIBILITY OF SEA ISLAND LAND SURVEY, LLC. A HARD COPY AVAILABLE FROM SEA ISLAND LAND SURVEY, LLC. WILL BE THE ONLY OFFICIAL DOCUMENT.
  - 3) SUBJECT PROPERTY DOES NOT APPEAR TO BE AFFECTED BY THE BEACHFRONT SETBACK REQUIREMENTS OF THE S.C. BEACH PROTECTION ACT OF JULY 1, 1985.
  - 4) HORIZONTAL DATUM IS SOUTH CAROLINA STATE PLANE COORDINATES.
  - 5) VERTICAL DATUM IS NGVD29.
  - 6) CONTOUR INTERVAL IS 1'
  - 7) BUILDING SETBACKS, WHETHER SHOWN OR NOT, SHOULD BE VERIFIED BY THE LOCAL BUILDING AUTHORITY OR ARCHITECTURAL REVIEW BOARD.
  - 8) THIS SURVEY HAS BEEN PREPARED WITHOUT BENEFIT OF A COMPLETE TITLE SEARCH AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.
  - 9) THIS SURVEY DOES NOT CERTIFY TO THE EXISTENCE OR ABSENCE OF FRESHWATER WETLANDS.

**01**  
**C1.1**  
 Scale: 1/16" = 1'-0"



BOUNDARY SURVEY OF: TOPOGRAPHIC SURVEY  
 TAX PARCEL 10F, MAP 5, ON BEACH CITY ROAD  
 JOHNNY WHITE SUBDIVISION, HILTON HEAD ISLAND  
 BEAUFORT COUNTY, SOUTH CAROLINA  
 PREPARED FOR: KEITH BACH



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TDG Project # 1802.00

**C1.1**

## DESIGN TEAM/DRB COMMENT SHEET

*The comments below are staff recommendations to the Design Review Board (DRB)  
and do NOT constitute DRB approval or denial.*

PROJECT NAME: JPGA

DRB#: DRB-001437-2018

DATE: 06/13/2018

RECOMMENDATION:    Approval                Approval with Conditions                Denial   

RECOMMENDED CONDITIONS:

1. Restudy the center hipped roof on the Corp. Offices building.
2. Restudy the landscape areas between sidewalks and the parking lot.
3. Restudy the spatial relationship between the Golf building and the connection drive.
4. The event patio area needs to be better defined.

<b><i>ARCHITECTURAL DESIGN</i></b>				
DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Has a strong roof form with enough variety to provide visual interest	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Consider an alternative to the center hipped roof on the "Office Building Front Elev." to better emphasize the entrance.
Utilities and equipment are concealed from view	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please specify their location on the Site Plan
Decorative lighting is limited and low wattage and adds to the visual character	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lighting plan will need to be submitted at "Final" to include cut sheets of fixtures on the building.

<b><i>LANDSCAPE DESIGN</i></b>				
DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Treats the Landscape as a major element of the project	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Provide a landscape plan with the "Final" submission.
Large grassed lawn areas encompassing a major portion of the site are avoided	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Planting Plan should not include large areas of lawn.

<b>NATURAL RESOURCE PROTECTION</b>				
<b>DESIGN GUIDE/LMO CRITERIA</b>	<b>Complies Yes</b>	<b>No</b>	<b>Not Applicable</b>	<b>Comments or Conditions</b>
An effort has been made to preserve existing trees and under story plants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Two specimen trees have been proposed to be removed. Please provide a determination from the Natural Resource Planner regarding the health of these trees.

<b>MISC COMMENTS/QUESTIONS</b>
1. The hipped roof on the Office Building seems out of place with the gabled roofs on the other building.
2. The landscape areas between the sidewalk and parking lot will be difficult to maintain. Shift the sidewalk adjacent to the parking lot at the Fitness and Golf Facility. Delete the sidewalk on the Beach City Road side of the parking lot at Fitness. Delete the sidewalk parallel to the connection drive and shift that drive 6 or more feet away from the columns at the side entrance to the Golf Facility building.
3. The event patio will need to be more clearly defined and specified.



Town of Hilton Head Island  
 Community Development Department  
 One Town Center Court  
 Hilton Head Island, SC 29928  
 Phone: 843-341-4757 Fax: 843-842-8908  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

FOR OFFICIAL USE ONLY	
Date Received:	_____
Accepted by:	_____
DRB #:	_____
Meeting Date:	_____

Applicant/Agent Name: Mike Thomas Company: Thomas Design Group  
 Mailing Address: 74 Sparwheel Lane City: Hilton Head Island State: SC Zip: 29926  
 Telephone: 843-785-9434 Fax: \_\_\_\_\_ E-mail: mthomas.icon@gmail.com  
 Project Name: Vacation Homes of Hilton Head Project Address: Hwy 278 & Burke's Beach Rd  
 Parcel Number [PIN]: R 5 1 1 0 0 8 0 0 0 0 0 2 5 0 0 0 0  
 Zoning District: RD Overlay District(s): COD

**CORRIDOR REVIEW, MAJOR  
 DESIGN REVIEW BOARD (DRB) SUBMITTAL REQUIREMENTS**

*Digital Submissions may be accepted via e-mail by calling 843-341-4757.*

Project Category:  
 Concept Approval – Proposed Development  Alteration/Addition  
 Final Approval – Proposed Development  Sign

Submittal Requirements for *All* projects:

NA Private Architectural Review Board (ARB) Notice of Action (if applicable): When a project is within the jurisdiction of an ARB, the applicant shall submit such ARB’s written notice of action per LMO Section 16-2-103.I.4.b.iii.01. Submitting an application to the ARB to meet this requirement is the responsibility of the applicant.

Filing Fee: Concept Approval-Proposed Development \$175, Final Approval – Proposed Development \$175, Alterations/Additions \$100, Signs \$25; cash or check made payable to the Town of Hilton Head Island.

Additional Submittal Requirements:  
**Concept Approval – Proposed Development**

A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.

A site analysis study to include specimen trees, access, significant topography, wetlands, buffers, setbacks, views, orientation and other site features that may influence design.

A draft written narrative describing the design intent of the project, its goals and objectives and how it reflects the site analysis results.

Context photographs of neighboring uses and architectural styles.

Conceptual site plan (to scale) showing proposed location of new structures, parking areas and landscaping.

Conceptual sketches of primary exterior elevations showing architectural character of the proposed development, materials, colors, shadow lines and landscaping.

June 12, 2018

**Town of Hilton Head Island**

Community Development Department  
One Town Center Court  
Hilton Head Island, SC 29928

**Project: DRB Concept Review, Vacation Homes of Hilton Head, Hilton Head Island, SC**

To Whom It May Concern:

Please accept this design information for a new mixed use project located on Lot 1 William Hilton Parkway (and Burke's Beach Rd), Hilton Head Island, SC to be reviewed as a DRB Concept Submittal. The following information should be reviewed in conjunction with the design data attached with this submittal:

Project Scope:

This project is proposed to include one (1) mixed used building intended to house the corporate office of Vacation Homes of Hilton Head, a resort rental corporation, and three (3) residential two (2) bedroom studio apartments. The property exists at the intersection of William Hilton Parkway and Burke's Beach Rd. Vehicular access to this site shall be from Burke's Beach Road. The proposed new access shall be inclusive of an existing drive to an existing residence adjacent to the subject site along Beach City Road. A separate drive exists off of Hwy 278 that connects to existing residential trailers. This entrance will not be used as part of this project and will remain undisturbed although some portions of it are within the subject site. Also existing on this site are remnants of a concrete parking pad that will be removed.

As stated, the parking lot entrance to the site will be located off of Burke's Beach Road. However, the main entrance access crosses over an existing pie-shaped parcel. Two noteworthy items about this parcel. One, its zoning is RM-4. Two, it is owned by a family member of the applicant and it is anticipated that the two parcels shall be combined into one and the internal boundary will be removed. The site plan presented illustrates that effort. It is realized that removing the internal property line does not change the zoning of smaller pie-shaped parcel. The site has been designed to the zoning of the original parcel based on the acreage of 0.48 acres, etc. and will be developed as such. Removing the internal property line allows for setbacks and buffers to be derived from the exterior property line and also alleviates the need for easement agreements for access. There will be no development on the RM-4 parcel.

The location of the building proposed is such that it addresses the best frontage opportunity possible on Hwy 278, retains as many trees possible, is sited with respect to existing adjacent residences, and responds to necessary grading for the foundation since the site sits at about 9 ft MSL and the building first floor shall be at 15 ft MSL minimum.

Design/Zoning Criteria:

---

Zoning:	RD	Mixed Use (residential)
Density:	Residential allowed	16 DU's / net acre
	Residential proposed	2 DU's
	Non-residential allowed:	8,000 GFA / net acre... 8k x 0.48ac = 3,840 sf
	Non-residential proposed:	2,108 sf



Design/Zoning Criteria (continued):

---

Parking: Required: Residential = 1.5 sp per du  
Non-residential = 1 sp per 500 ft GFA

Provided: Residential =  $1.5 \times 2 = 3.0$ .....3  
Non-residential =  $1 / 500 \times 2,108 = 4.2$ ....5  
Total provided this site.....10

Lot Cover: Pervious 50% allowed  
47% proposed

Open Space: 16% minimum

Bldg Ht: 60 ft AMSL (Buildings shall be 2-stories and approximately 35'-7" above mean sea level)

Setbacks: North P/L = 20'; South (arterial) = 20'; East P/L = 20'; West (arterial) P/L = 50'  
Buffers: North P/L = 20'; South (arterial) = 25'; East P/L = 20'; West (arterial) P/L = 50'

A request for relief at the front/Hwy 278 setback and buffer is requested of 20% from 50' to 40' in order to produce a more conforming site layout. The front façade of the building shall sit along the original 50' setback but the Burke's Beach Rd corner of the building would sit within the 40' setback.

We appreciate your time and effort towards the development of this project. Please let me know if you have any questions or need more information.

Sincerely,



Michael G. Thomas, President  
Thomas Design Group, LLC

Additional Submittal Requirements:

**Final Approval – Proposed Development**

- \_\_\_\_\_ A final written narrative describing how the project conforms with the conceptual approval and design review guidelines of Sec. 16-3-106.F.3.
- \_\_\_\_\_ Final site development plan meeting the requirements of Appendix D: D-6.F.
- \_\_\_\_\_ Final site lighting and landscaping plans meeting the requirements of Appendix D: D-6.H and D-6.I.
- \_\_\_\_\_ Final floor plans and elevation drawings (1/8"=1'-0" minimum scale) showing exterior building materials and colors with architectural sections and details to adequately describe the project.
- \_\_\_\_\_ A color board (11"x17" maximum) containing actual color samples of all exterior finishes, keyed to the elevations, and indicating the manufacturer's name and color designation.
- \_\_\_\_\_ Any additional information requested by the Design Review Board at the time of concept approval, such as scale model or color renderings, that the Board finds necessary in order to act on a final application.

Additional Submittal Requirements:

**Alterations/Additions**

- \_\_\_\_\_ All of the materials required for final approval of proposed development as listed above, plus the following additional materials.
- \_\_\_\_\_ A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
- \_\_\_\_\_ Photographs of existing structure.

Additional Submittal Requirements:

**Signs**

- \_\_\_\_\_ Accurate color rendering of sign showing dimensions, type of lettering, materials and actual color samples.

For freestanding signs:

- \_\_\_\_\_ Site plan (1"=30' minimum scale) showing location of sign in relation to buildings, parking, existing signs, and property lines.
- \_\_\_\_\_ Proposed landscaping plan.

For wall signs:

- \_\_\_\_\_ Photograph or drawing of the building depicting the proposed location of the sign.
- \_\_\_\_\_ Location, fixture type, and wattage of any proposed lighting.

Note: All application items must be received by the deadline date in order to be reviewed by the DRB per LMO Appendix D: D-23.

*A representative for each agenda item is strongly encouraged to attend the meeting.*

**Are there recorded private covenants and/or restrictions that are contrary to, conflict with, or prohibit the proposed request? If yes, a copy of the private covenants and/or restrictions must be submitted with this application.**  YES  NO

To the best of my knowledge, the information on this application and all additional documentation is true, factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hilton Head Island. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.

I further understand that in the event of a State of Emergency due to a Disaster, the review and approval times set forth in the Land Management Ordinance may be suspended.

\_\_\_\_\_  
SIGNATURE

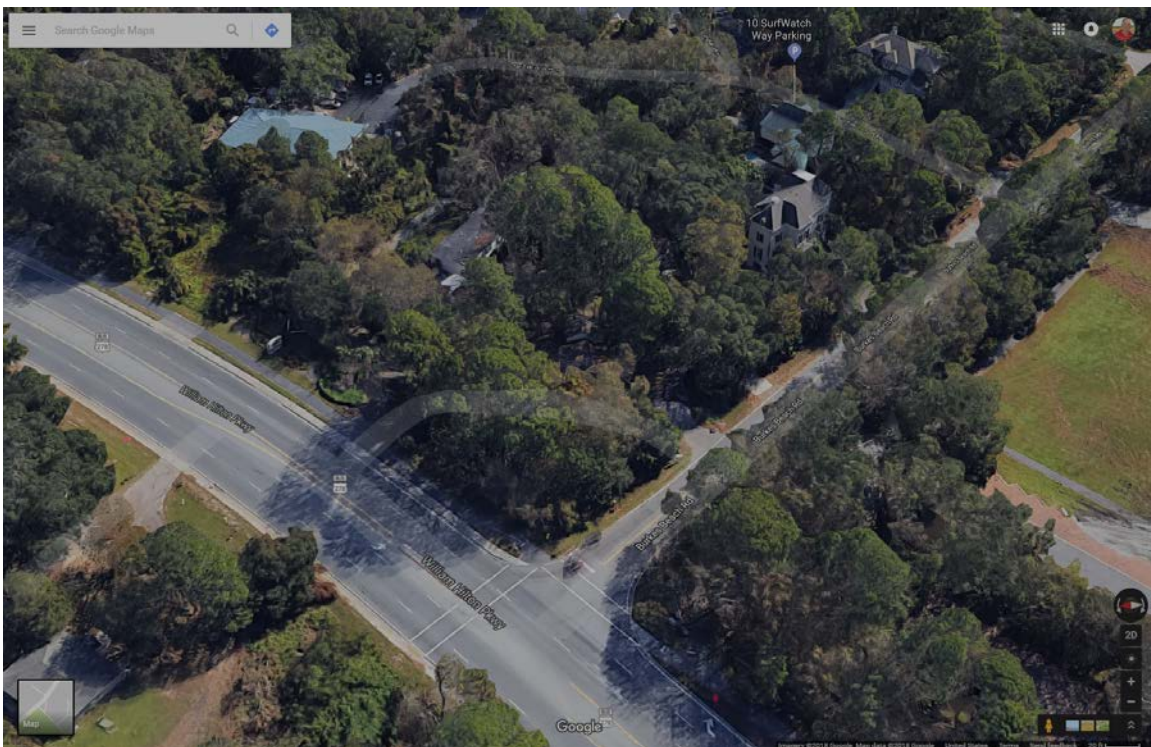
2018.06.12  
\_\_\_\_\_  
DATE

# THOMAS DESIGN GROUP, INC

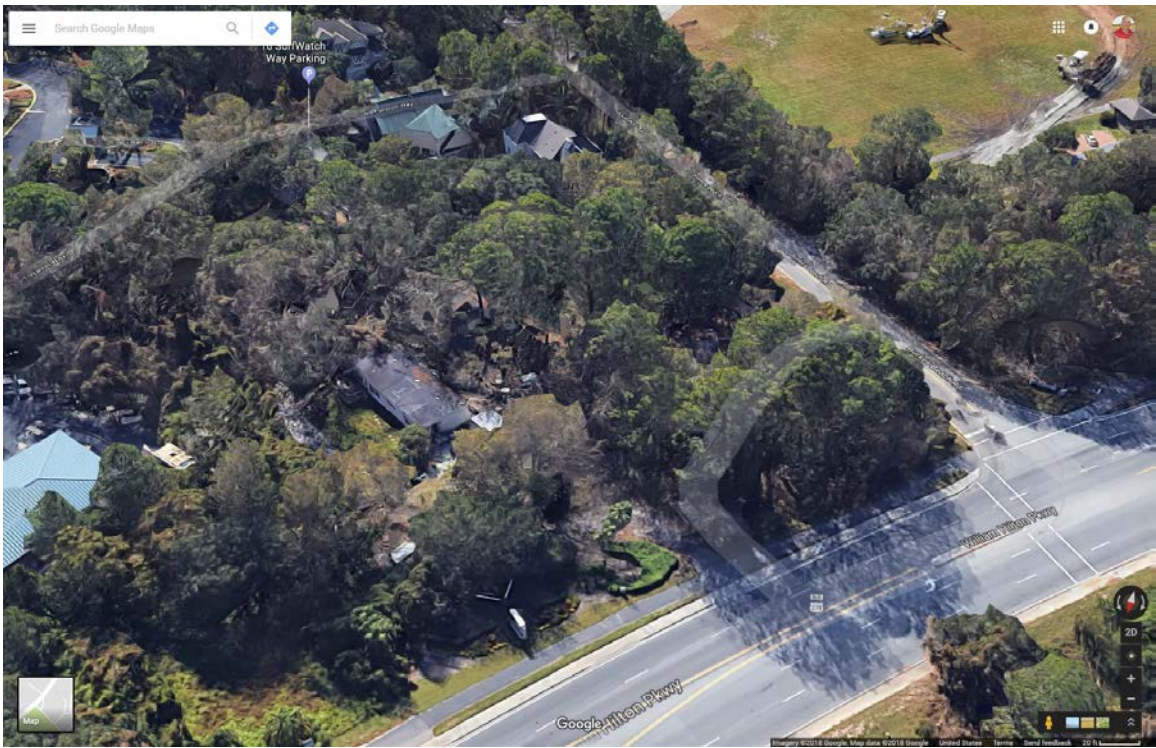
Photos of adjacent properties to Burke's Beach Rd & Hwy 278 (subject site):



Site Location



Aerial Perspective



Aerial Perspective



View of adjacent trailer property access & signage from Hwy 278 (subject site at right)



Front of subject site from Hwy 278 (Burke's Beach Rd at right)



Corner of subject site from Hwy 278



Subject site at Burke's Beach Rd



Existing site access at Burke's Beach Rd



Adjacent drive access to residential property & BB Rd



Different angle of above view of both site entrances



BB Rd looking towards beach direction

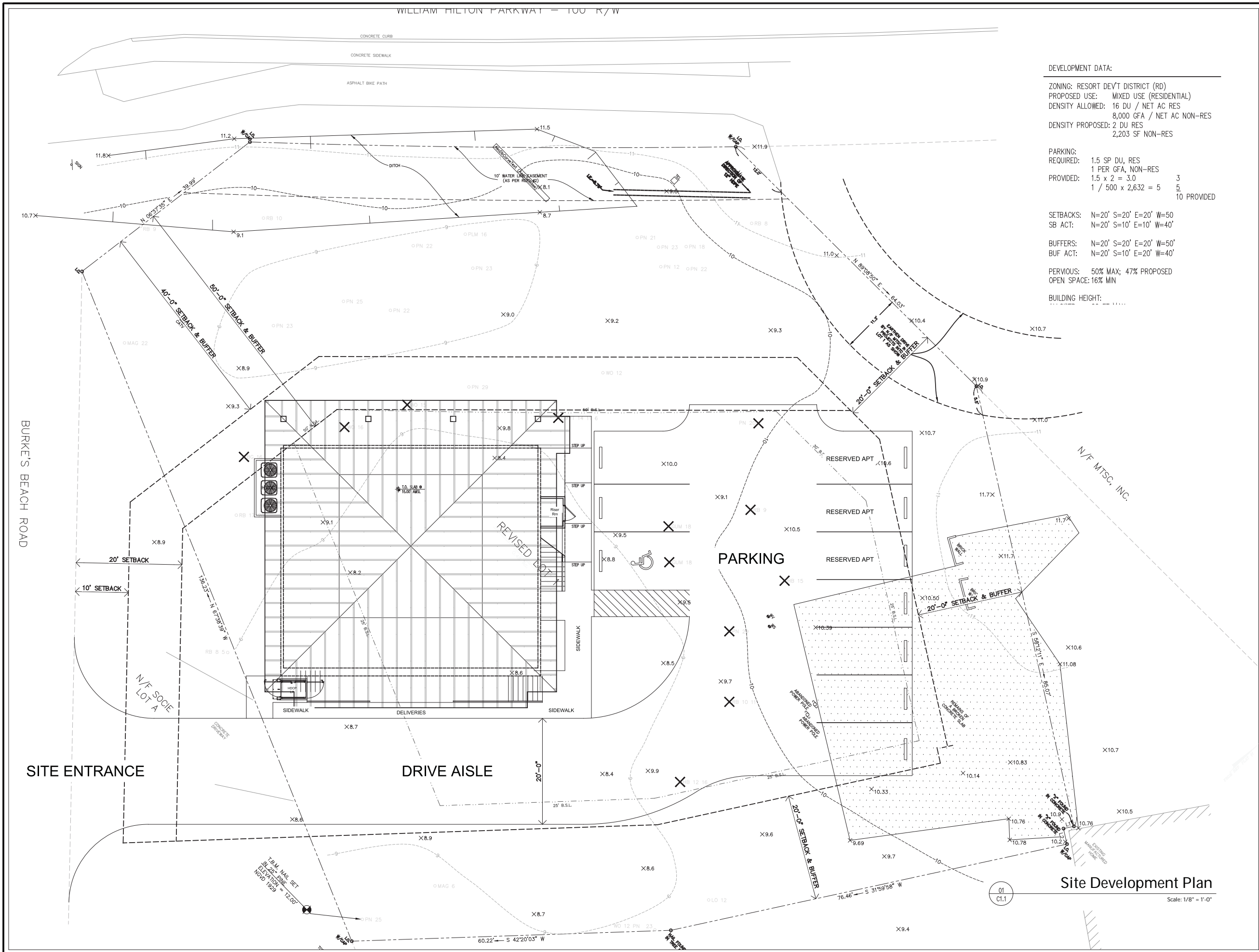


View of athletic field access across the street from subject site and BB Rd





View looking from subject site across Hwy 278 and at property along Hwy 278



DEVELOPMENT DATA:

ZONING: RESORT DEV'T DISTRICT (RD)  
 PROPOSED USE: MIXED USE (RESIDENTIAL)  
 DENSITY ALLOWED: 16 DU / NET AC RES  
 8,000 GFA / NET AC NON-RES  
 DENSITY PROPOSED: 2 DU RES  
 2,203 SF NON-RES

PARKING:  
 REQUIRED: 1.5 SP DU, RES  
 1 PER GFA, NON-RES  
 PROVIDED: 1.5 x 2 = 3.0 3  
 1 / 500 x 2,632 = 5 5  
 10 PROVIDED

SETBACKS: N=20' S=20' E=20' W=50'  
 SB ACT: N=20' S=10' E=10' W=40'

BUFFERS: N=20' S=20' E=20' W=50'  
 BUF ACT: N=20' S=10' E=20' W=40'

PERVIOUS: 50% MAX; 47% PROPOSED  
 OPEN SPACE: 16% MIN

BUILDING HEIGHT: .....

# Review Only

ISSUED FOR:	ISSUE DATE:	BY:
Client Site, Floor Plan Review	2018.03.30	MGT
Pre-Application Review	2018.04.28	MGT
DDP Concept Review	2018.06.12	MGT

A New Project for:  
**Vacation Homes of Hilton Head**  
 609 William Hilton Parkway  
 Hilton Head Island, South Carolina

**THOMAS**  
 DESIGN GROUP, INC  
 PO Box 21156  
 Hilton Head Island, SC 29925  
 843.715.9434

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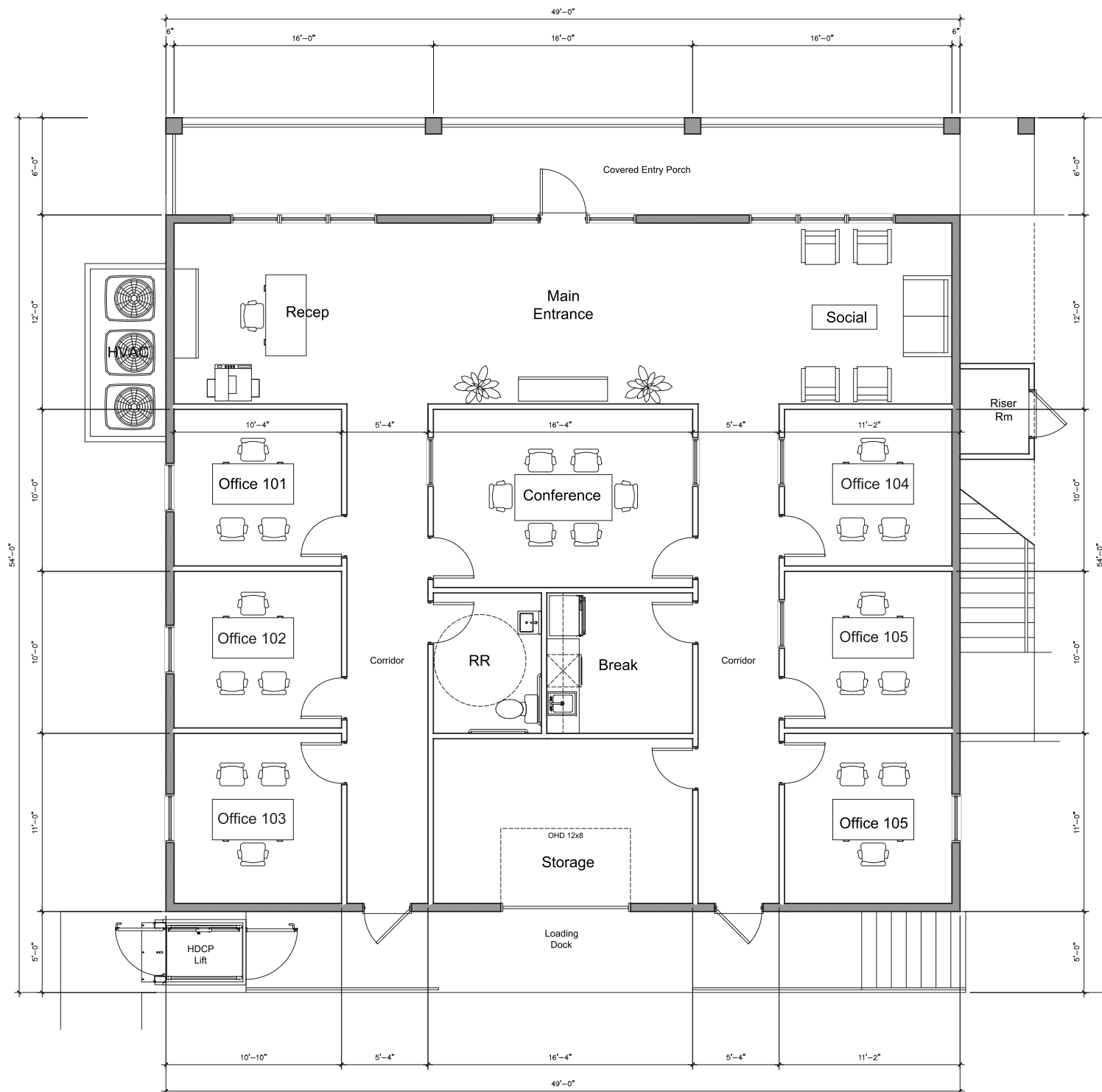
Site Development Plan  
 Scale: 1/8" = 1'-0"

# C1.1

TDG Project # 1803.00

# Review Only

ISSUED FOR:	ISSUE DATE:	BY:
Client Site, Floor Plan Review	2018.03.30	MGT
Pre-Application Review	2018.04.28	MGT
DDP Concept Review	2018.06.12	MGT



### Square Footage Calcs:

Heated:	SF
Main Level Plan	2108
Studio 1	1054
Studio 2	1054
Not Used	0
<b>Total Heated:</b>	<b>4216</b>
Other/Unheated SF:	
Porch, Delivery Dock	540
Porch, Balcony	510
<b>Total Other:</b>	<b>1050</b>
<b>Total Heated + Other:</b>	<b>5266</b>

### WALL LEGEND:

SYMBOL	TYPE
	2x6 Exter
	2x4 Interior
	2x6 Plumbing
	2x6 2-hour Rated

A New Project for:  
**Vacation Homes of Hilton Head**  
 609 William Hilton Parkway  
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TDG Project # 1803.00

01  
A1.1

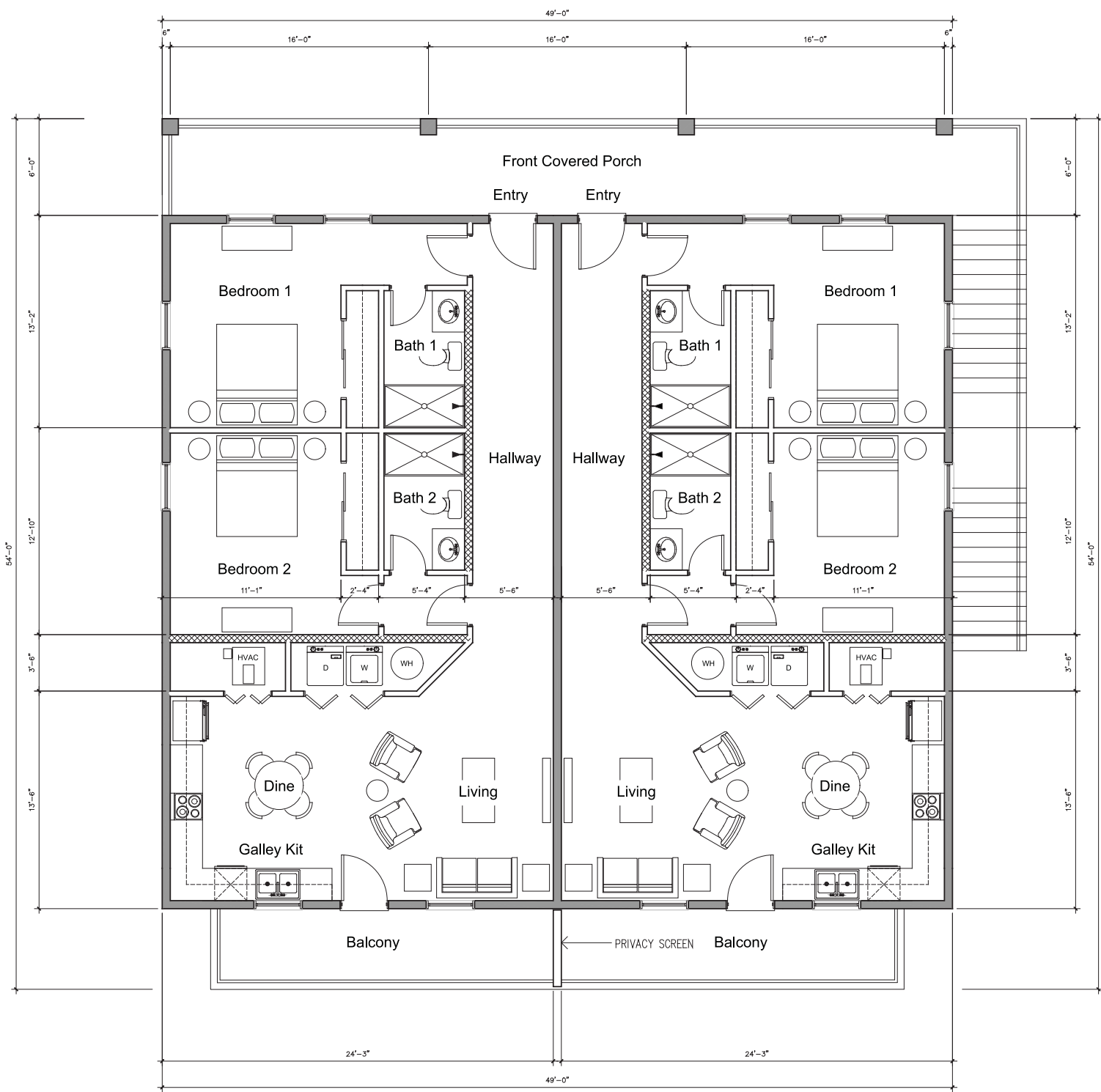
Office Level Plan

Scale: 3/8" = 1'-0"

# A1.1

# Review Only

ISSUED FOR:	ISSUE DATE:	BY:
Client Site, Floor Plan Review	2018.03.30	MGT
Pre-Application Review	2018.04.28	MGT
DDP Concept Review	2018.06.12	MGT



**Square Footage Calcs:**

Heated:	SF
Main Level Plan	2108
Studio 1	1054
Studio 2	1054
Not Used	0
<b>Total Heated:</b>	<b>4216</b>
Other/Unheated SF:	
Porch, Delivery Dock	540
Porch, Balcony	510
<b>Total Other:</b>	<b>1050</b>
<b>Total Heated + Other:</b>	<b>5266</b>

**WALL LEGEND:**

SYMBOL	TYPE
[Solid Grey Box]	2x6 Exter
[White Box]	2x4 Interior
[Dotted Box]	2x6 Plumbing
[Hatched Box]	2x6 2-hour Rated

01  
A1.2 Apartment Level Plan  
Scale: 3/8" = 1'-0"

A New Project for:  
**Vacation Homes of Hilton Head**  
 609 William Hilton Parkway  
 Hilton Head Island, South Carolina

**THOMAS**  
 DESIGN GROUP, INC  
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TDG Project # 1803.00

# A1.2

# Review Only

ISSUED FOR:	ISSUE DATE:	BY:
Client Site, Floor Plan Review	2018.03.30	MGT
Pre-Application Review	2018.04.28	MGT
DDP Concept Review	2018.06.12	MGT



**Front Elevation**  
Scale: 1/4" = 1'-0"

02  
A2.1



**Rear Elevation**  
Scale: 1/4" = 1'-0"

01  
A2.1

A New Project for:  
**Vacation Homes of Hilton Head**  
 609 William Hilton Parkway  
 Hilton Head Island, South Carolina

**THOMAS**  
 DESIGN GROUP, INC  
 PO Box 21156  
 Hilton Head Island, SC 29925  
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TDG Project # 1803.00

# A2.1

# Review Only

ISSUED FOR:	ISSUE DATE:	BY:
Client Site, Floor Plan Review	2018.03.30	MGT
Pre-Application Review	2018.04.28	MGT
DDP Concept Review	2018.06.12	MGT



**Left Elevation**

Scale: 1/4" = 1'-0"

02  
A2.2



**Right Elevation**

Scale: 1/4" = 1'-0"

01  
A2.2

A New Project for:  
**Vacation Homes of Hilton Head**  
 609 William Hilton Parkway  
 Hilton Head Island, South Carolina

**THOMAS**  
 DESIGN GROUP, INC  
 PO Box 21156  
 Hilton Head Island, SC 29925  
 843.715.9434

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 Disclaimer:  
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TDG Project # 1803.00

# A2.2

## DESIGN TEAM/DRB COMMENT SHEET

*The comments below are staff recommendations to the Design Review Board (DRB)  
and do NOT constitute DRB approval or denial.*

PROJECT NAME: Vacation Homes of HH

DRB#: DRB-001439-2018

DATE: 06/13/2018

RECOMMENDATION:    Approval                Approval with Conditions                Denial   

RECOMMENDED CONDITIONS:

1. Specify a loading dock door with more residential detail to better fit the neighborhood.
2. Specify on the site plans at the existing concrete pad is to be removed.

### ***ARCHITECTURAL DESIGN***

DESIGN GUIDE/LMO CRITERIA	Complies			Comments or Conditions
	Yes	No	Not Applicable	
Promotes pedestrian scale and circulation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Given this is vacation units above, include bike racks.

### ***LANDSCAPE DESIGN***

DESIGN GUIDE/LMO CRITERIA	Complies			Comments or Conditions
	Yes	No	Not Applicable	
Treats the Landscape as a major element of the project	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending landscape plan submittal. Not included with this submittal.

### ***MISC COMMENTS/QUESTIONS***

1. Specify a loading dock door with more residential detail to better fit the neighborhood.
2. Provide a landscape plan at "Final".
3. Provide a lighting plan at "Final".



**Town of Hilton Head Island**  
**Community Development Department**  
 One Town Center Court  
 Hilton Head Island, SC 29928  
 Phone: 843-341-4757 Fax: 843-842-8908  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

<b>FOR OFFICIAL USE ONLY</b>	
Date Received:	_____
Accepted by:	_____
DRB #:	_____
Meeting Date:	_____

Applicant/Agent Name: Sean Custer Company: Sign Pro Plus  
 Mailing Address: 153 Burnt Church Rd City: Bluffton State: SC Zip: 29910  
 Telephone: 843.304.5557 Fax: \_\_\_\_\_ E-mail: sean@signproplus.com  
 Project Name: ICW Plaza – Island Car Wash/BB&T Project Address: 1008 William Hilton Pkwy  
 Parcel Number [PIN]: R552 015 000 289A 0000 \_\_\_\_\_  
 Zoning District: \_\_\_\_\_ Overlay District(s): \_\_\_\_\_

**CORRIDOR REVIEW, MAJOR  
 DESIGN REVIEW BOARD (DRB) SUBMITTAL REQUIREMENTS**

**Digital Submissions may be accepted via e-mail by calling 843-341-4757.**

Project Category:  
 Concept Approval – Proposed Development  Alteration/Addition  
 Final Approval – Proposed Development  Sign

**Submittal Requirements for *All* projects:**

Private Architectural Review Board (ARB) Notice of Action (if applicable): When a project is within the jurisdiction of an ARB, the applicant shall submit such ARB's written notice of action per LMO Section 16-2-103.I.4.b.iii.01. Submitting an application to the ARB to meet this requirement is the responsibility of the applicant.

Filing Fee: Concept Approval-Proposed Development \$175, Final Approval – Proposed Development \$175, Alterations/Additions \$100, Signs \$25; cash or check made payable to the Town of Hilton Head Island.

**Additional Submittal Requirements:**

**Concept Approval – Proposed Development**

A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.

A site analysis study to include specimen trees, access, significant topography, wetlands, buffers, setbacks, views, orientation and other site features that may influence design.

A draft written narrative describing the design intent of the project, its goals and objectives and how it reflects the site analysis results.

Context photographs of neighboring uses and architectural styles.

Conceptual site plan (to scale) showing proposed location of new structures, parking areas and landscaping.

Conceptual sketches of primary exterior elevations showing architectural character of the proposed development, materials, colors, shadow lines and landscaping.



Additional Submittal Requirements:

**Final Approval – Proposed Development**

- \_\_\_\_\_ A final written narrative describing how the project conforms with the conceptual approval and design review guidelines of Sec. 16-3-106.F.3.
- \_\_\_\_\_ Final site development plan meeting the requirements of Appendix D: D-6.F.
- \_\_\_\_\_ Final site lighting and landscaping plans meeting the requirements of Appendix D: D-6.H and D-6.I.
- \_\_\_\_\_ Final floor plans and elevation drawings (1/8"=1'-0" minimum scale) showing exterior building materials and colors with architectural sections and details to adequately describe the project.
- \_\_\_\_\_ A color board (11"x17" maximum) containing actual color samples of all exterior finishes, keyed to the elevations, and indicating the manufacturer's name and color designation.
- \_\_\_\_\_ Any additional information requested by the Design Review Board at the time of concept approval, such as scale model or color renderings, that the Board finds necessary in order to act on a final application.

Additional Submittal Requirements:

**Alterations/Additions**

- \_\_\_\_\_ All of the materials required for final approval of proposed development as listed above, plus the following additional materials.
- \_\_\_\_\_ A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
- \_\_\_\_\_ Photographs of existing structure.

Additional Submittal Requirements:

**Signs**

- Accurate color rendering of sign showing dimensions, type of lettering, materials and actual color samples.

For freestanding signs:

- Site plan (1"=30' minimum scale) showing location of sign in relation to buildings, parking, existing signs, and property lines.
- Proposed landscaping plan.

For wall signs:

- Photograph or drawing of the building depicting the proposed location of the sign.
- Location, fixture type, and wattage of any proposed lighting.

Note: All application items must be received by the deadline date in order to be reviewed by the DRB per LMO Appendix D: D-23.

*A representative for each agenda item is strongly encouraged to attend the meeting.*

**Are there recorded private covenants and/or restrictions that are contrary to, conflict with, or prohibit the proposed request? If yes, a copy of the private covenants and/or restrictions must be submitted with this application.**  YES  NO

To the best of my knowledge, the information on this application and all additional documentation is true, factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hilton Head Island. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.

I further understand that in the event of a State of Emergency due to a Disaster, the review and approval times set forth in the Land Management Ordinance may be suspended.

Sean P. Custer

Digitally signed by Sean P. Custer  
DN: cn=Sean P. Custer, c=US, o=Sign Pro Plus, ou=Director of Sales & Marketing, email=sean@signproplus.com  
Date: 2018.04.23.15:52:35 -0400

SIGNATURE

DATE

ICW PLAZA  
SIGN REFURBISHMENT PROJECT

**PROJECT NARRATIVE**

LOCATION ADDRESS: 1008 William Hilton Parkway

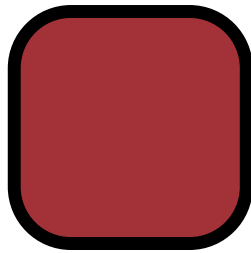
We are seeking approval to update and upgrade the signage in the plaza that are over 10 years old. In the process we wish to relocate the primary existing monument along William Hilton Parkway to the opposite side of the driveway to increase the value of the out parcel lot the property owner has been listing for a land lease for over 10 years.

Project Manager: Sean Custer

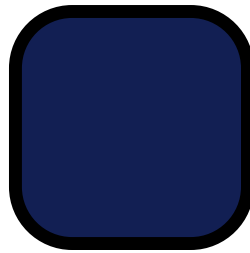
Sign Pro Plus

843.304.5557 – [sean@signproplus.com](mailto:sean@signproplus.com)

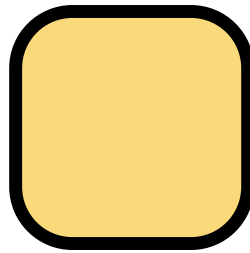
# SIGN SYSTEM COLOR SCHEME



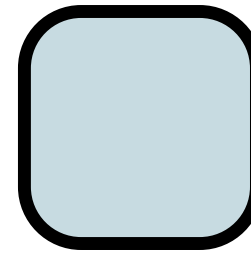
SW6594  
Poinsettia



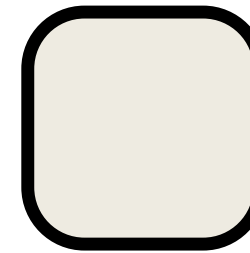
P&L 1137  
Postal Blue



SW6901  
Daffodil



SW6498  
Byte Blue



SW7008  
Alabaster



Actual Corporate Logo Colors



Simplified Logo with  
Toned Down Colors

JOB DESCRIPTION:

INVOICE#

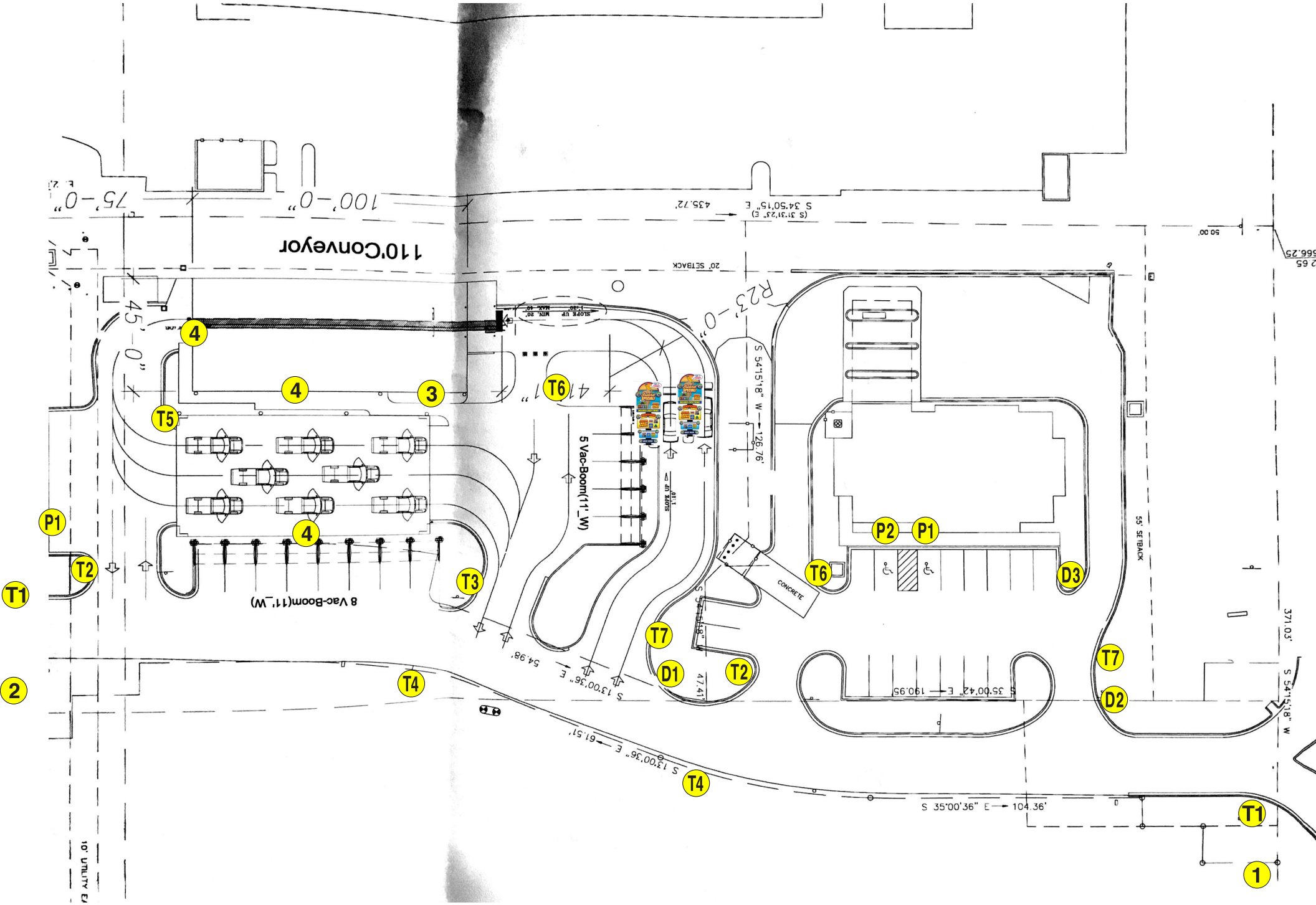
PLEASE REVIEW THE FOLLOWING BEFORE SIGNING OFF ON THIS PROOF  
 SIZE  COLORS  SPELLING  FONTS  PLACEMENT

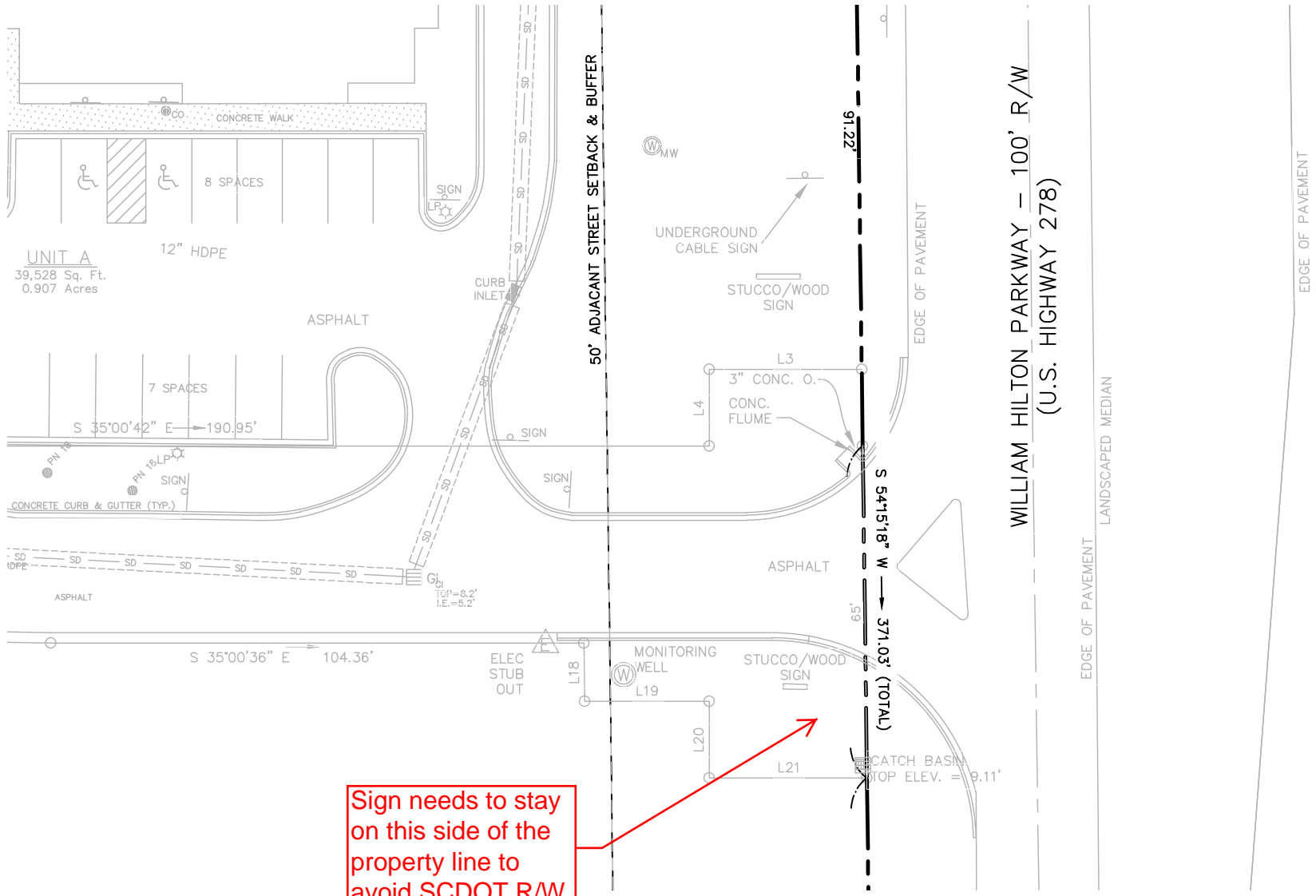
**X** SIGNATURE

6/12/2018 DATE

ANY CHANGES MADE BY THE CLIENT MAY INCUR AN ADDITIONAL FEE.

sales@signproplus.com - www.signproplus.com





Sign needs to stay on this side of the property line to avoid SCDOT R/W

Existing Fording Island Rd.



Existing Dunnigan's Alley



NEW Proposed Fording Island Rd. Location



NEW Proposed Fording Island Rd. Location

**JOB DESCRIPTION:**

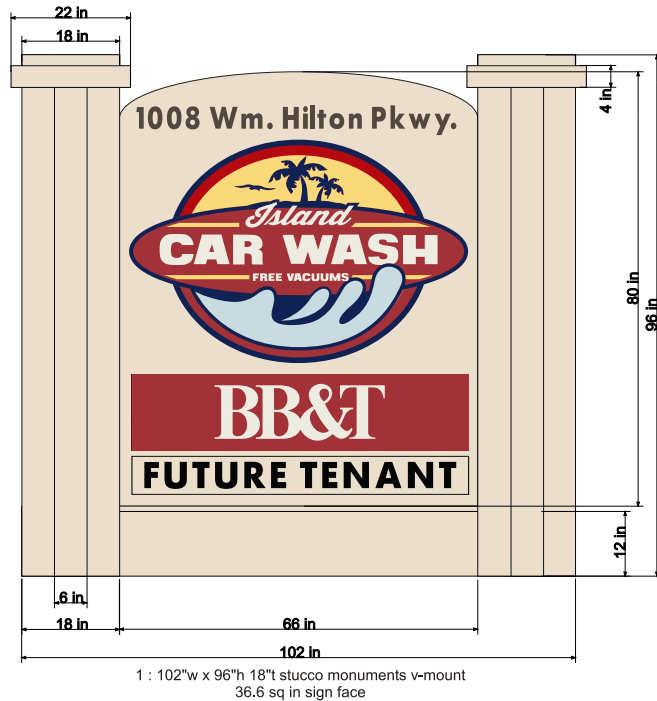
**INVOICE#**

PLEASE REVIEW THE FOLLOWING BEFORE SIGNING OFF ON THIS PROOF  
 SIZE  COLORS  SPELLING  FONTS  PLACEMENT

**X** SIGNATURE

4/29/2018 DATE

**HWY 278 Monument**  
 Remove all Existing Sign Panels  
 Repaint Entire Monument  
 Relocate Monument to opposite side of Driveway  
 Install New Sign Panels

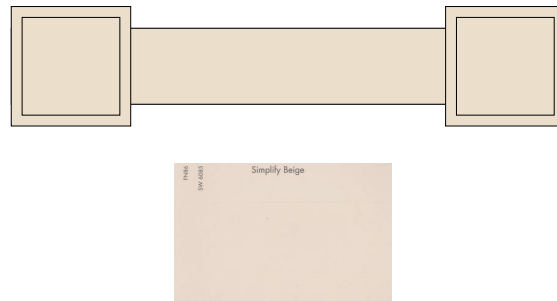


**EXISTING MONUMENT SIGNS**  
 Qty. 2 – Double-Sided – 102" w x 96" h  
 EPS Foam monuments with Acrylic Hardcoat & Spray Stucco Finish  
 Existing Landscape lighting will stay on Dunnigans Alley Monument  
 and will be relocated from existing location to new location for Fording Island Monument

**1008 Wm. Hilton Pkwy.**  
 (4 sets) of 4" LH  
 1/2" Painted PVC Letters

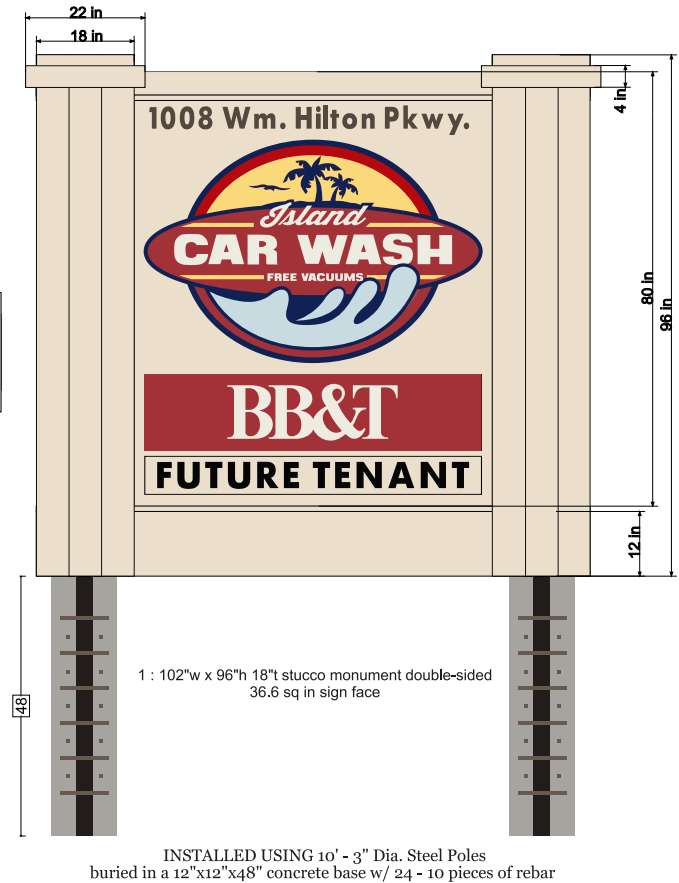
**1**

Previous Windload Calculations will be the same, as sign will be re-installed in new location the same as initial install



MONUMENTS TO BE PAINTED  
 SW 6085  
 Simplify Beige

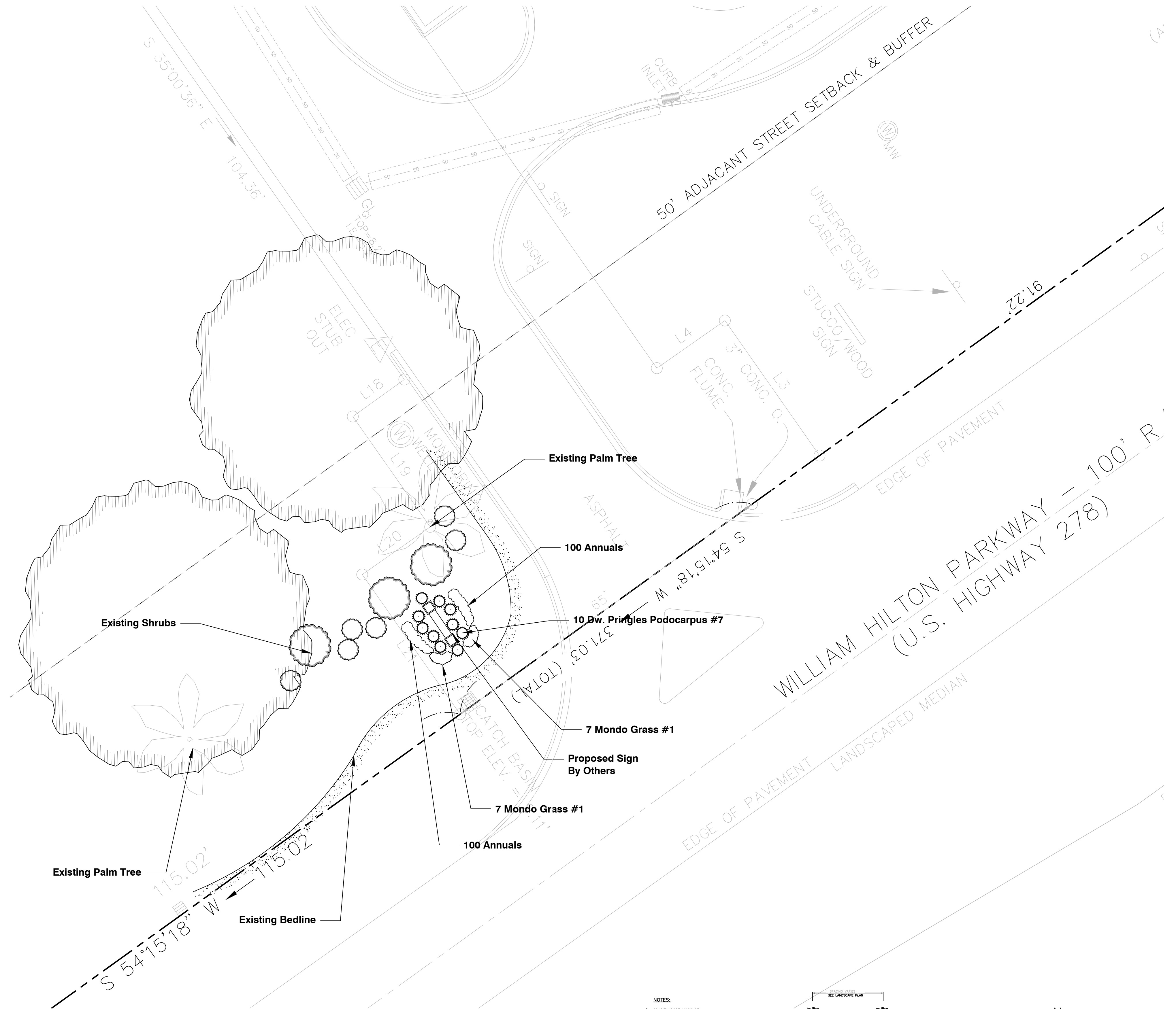
**Dunnigans Alley Monument**  
 Remove all Existing Sign Panels  
 Repaint Entire Monument  
 Install New Sign Panels



**2**

**JOB DESCRIPTION:** **INVOICE#**

PLEASE REVIEW THE FOLLOWING BEFORE SIGNING OFF ON THIS PROOF  
 SIZE  COLORS  SPELLING  FONTS  PLACEMENT  **X** SIGNATURE DATE 6/8/2018



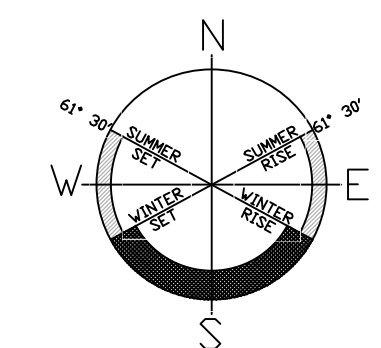
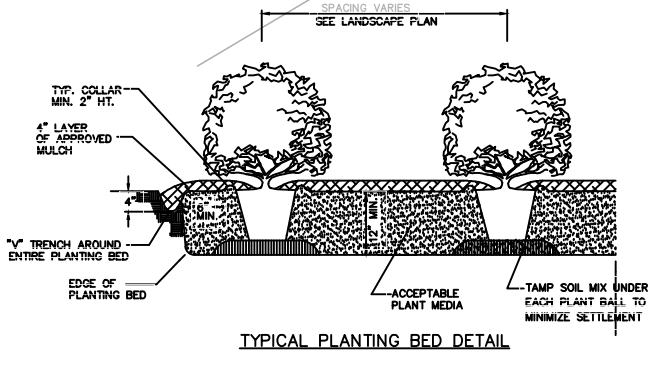
A DRIP IRRIGATION SYSTEM SHALL BE INSTALLED ON ALL PROPOSED LANDSCAPE MATERIALS.

**LANDSCAPE NOTES:**

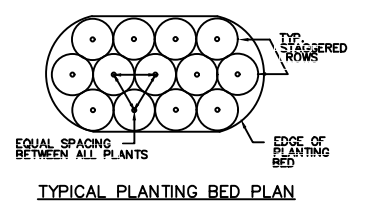
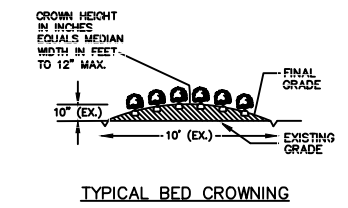
- ALL DISTURBED AREAS NOT COVERED BY STRUCTURES, PAVING OR LANDSCAPING SHALL BE COVERED IN MULCH.
- ALL MULCH AREAS SHALL BE A MINIMUM OF 3" DEEP. (MULCH MEDIA TO BE Double Hammer Hardwood)
- LANDSCAPE ARCHITECT TO APPROVE ALL REVISIONS TO PLANT LOCATIONS. LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIR OF ANY UTILITY LINES DAMAGED DURING PLANTING. (locate # 1.888.721.7877)
- SEE DETAILS ON THIS SHEET FOR SHRUB AND TREE INSTALLATION.
- TOP SOIL SHALL BE ADDED TO WITHIN 1" OF TOP OF CURB / EDGE OF PAVEMENT. ALL GROUND AREAS SHOULD BE INCLUDED IN BID PROPOSAL.
- QUANTITIES ARE SHOWN FOR CONVENIENCE ONLY. CONTRACTOR IS RESPONSIBLE FOR HIS/HER OWN TAKEOFF.
- ALL TREES NOT LOCATED IN PLANT BEDS MUST HAVE A MULCH RING AT LEAST 4' IN DIAMETER.
- GUARANTEE:** THE CONTRACTOR SHALL GUARANTEE ALL WORKMANSHIP AND PLANT MATERIAL TO BE FREE OF DEFECTS FOR A PERIOD OF ONE (1) YEAR FROM FINAL ACCEPTANCE OF THE PROJECT. CONTRACTOR SHALL REPLACE ANY PLANT MATERIAL FOUND TO BE DEFECTIVE WITHIN THE PERIOD OF GUARANTEE AT NO COST TO THE OWNER, EXCEPT REPAIRS OR REPLACEMENT NECESSITATED BY DAMAGE BY OTHERS OR DIEBACK DUE TO INSUFFICIENT IRRIGATION/WATERING SCHEDULE.
- ALL PLANT MATERIAL MUST MEET MINIMUM SIZE/HEIGHT STANDARDS AND MUST COMPLY WITH THE AMERICAN STANDARD FOR NURSERY STOCK GUIDELINES.
- ALL SIZES SPECIFIED ARE A MINIMUM SIZE REQUIRED AT THE TIME OF PLANTING BASED ON NURSERY STOCK AVAILABILITY AT TIME OF INSTALLATION.
- IRRIGATION: LANDSCAPE CONTRACTOR SHALL INSTALL A PERMANENT IRRIGATION SYSTEM ON ALL PROPOSED LANDSCAPE. LS CONTRACTOR IS RESPONSIBLE FOR COORDINATION WITH GENERAL CONTRACTOR TO LOCATE IRRIGATION SLEEVES, IRRIGATION LINES, HEADS, THE CORRESPONDING ZONES SHALL BE INSTALLED BASED ON TYPE OF PLANT MATERIAL AND PER MANUFACTURER SPECIFICATIONS. IRRIGATION TO BE SPRAY HEAD SYSTEM.
- THE UNDERGROUND IRRIGATION SYSTEM SHALL COMPLY WITH ALL LOCAL CODES AND REGULATIONS AND ALSO COMPLY WITH THE LATEST NATIONAL ELECTRIC CODE RULES FOR ALL ELECTRIC WORKS AND MATERIALS.
- LANDSCAPE CONTRACTOR SHALL INSPECT ALL CONTAINER PLANTS FOR GIRDLING ROOTS PRIOR TO INSTALLATION. ALL PLANTS WITH GIRDLING ROOTS SHALL BE APPROPRIATELY ADDRESSED PER ASNSI GUIDELINES.
- A MEETING WITH THE OWNER, LS CONTRACTOR, AND LANDSCAPE ARCHITECT, SHALL TAKE PLACE PRIOR TO FINAL BID APPROVAL AND CONSTRUCTION.
- PLAN PREPARED BASED ON A SURVEY AS BUILT.
- CONTRACTOR TO INCLUDE A MUSHROOM COMPOST TO ALL PLANT MATERIAL INSTALLED, INCLUDING SOD AREAS. RATE BASED ON SIZE OF PLANT CONTAINER. SOD AREA TO BE AN EVEN SPREAD.

MBD LANDSCAPE PLAN  
1" = 10'-0"

- NOTES:**
- SCARPY ROOT MASS OF CONTAINERIZED PLANT MATERIAL.
  - METAL CONTAINERIZED PLANTS AT FINISHED GRADE.
  - TAMP PLANTING MIX FINELY AS SET IS FILLED AROUND EACH PLANT BALL.
  - DO NOT COLLAPSE AROUND EACH SHRUB WHEN IRRIGATION SYSTEM IS PRESENT.
  - SOAK EACH PLANT BALL AND FIT IMMEDIATELY AFTER INSTALLATION.



\*NOTE: CONTRACTOR TO VERIFY ALL PROPERTY LINES, SETBACKS, EASEMENTS, FEMA REQUIREMENTS & TREE SIZES & LOCATIONS PRIOR TO CONSTRUCTION.



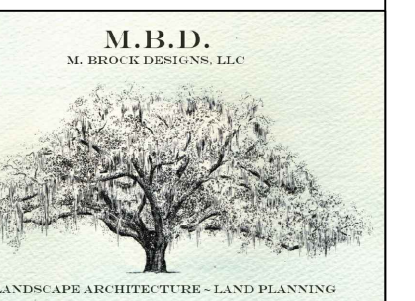
**C2 SHRUB PLANTING DETAIL**  
N.T.S.

CALL BEFORE YOU DIG:  
1-888-721-7877  
WWW.SC1PUPS.ORG

ISLAND CARWASH HHI PLANT SCHEDULE						
Shrubs:	Common Name	Botanical Name	Height	Spread	Gallon	QTY Unit
	Dwarf Pringle Yew	<i>Podocarpus Macrophyllus 'Dwarf Pringles'</i>	18"	2'	7	10 Ea.
Groundcover:	Common Name	Botanical Name	Height	Spread	Gallon	QTY Unit
	Mondo Grass	<i>Ophiopogon japonica</i>	10"	12"	1	14 Ea.
	Annual Color Bed	<i>Seasonal</i>	6"-12"	8"-12"	4"	200 Ea.
IRRIGATION:	Item	Notes	QTY	Unit		
	Irrigation system	Drip system with automatic timer	1	Ea.		

MBD PLANT LIST

Island Carwash  
Sign Relocation Plan  
Hilton Head Island, SC



**J. M. BROCK**  
RLA  
po box 358, port royal  
south carolina, 29935  
ph. 843.540.6407  
mbrock@mbrockdesigns.com

Drawn By: M. Brock  
Drawn Date: 05.07.18  
Chk'd By: M. Brock  
Project ID: 181023

Grading Plan  
Sheet No.  
**LS-101**

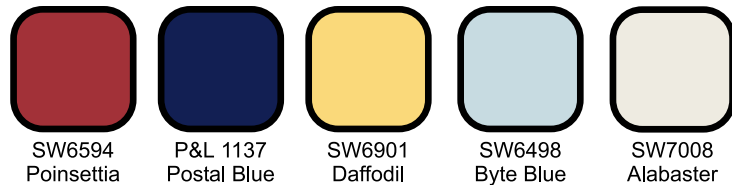
SHEET 1 OF 1  
copyright © M. Brock, RLA all rights reserved

No.	Issue / Revision Description	Date
1		





Qty. 4 – 62"x39"  
 1.5" Routed HDU Panel  
 with 1/4" & 1/2" Acrylic Dimensional Letters  
 and Carved HDU Waves  
 Smooth Background Finish  
 Router Depth/Relief 1/2"  
 with 1" Raised Border



1.5" Routed HDU Panels  
 White Routed in 1/2" Depth  
 Blue Raised

1/4" Laser Cut Acrylic Letters  
 Painted – 3.75" LH

1/2" Laser Cut Acrylic Letters  
 Painted – 5.5" LH

1/4" Laser Cut Acrylic Letters  
 Painted – 1.5" LH

1" Routed &  
 Hand Carved HDU



**JOB DESCRIPTION:**

**INVOICE#**

PLEASE REVIEW THE FOLLOWING BEFORE SIGNING OFF ON THIS PROOF  
 SIZE  COLORS  SPELLING  FONTS  PLACEMENT

**X** SIGNATURE

6/8/2018 DATE

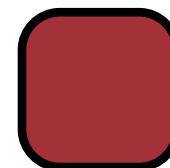
# BB&T

Qty. 4 - 62"x14"

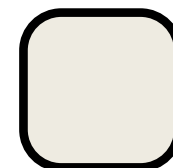
1.5" Routed HDU Panels

Smooth Background - Flat No Raised Border  
with 1/2" Raised Painted Acrylic Letters

10.5" LH



SW6594  
Poinsettia



SW7008  
Alabaster

JOB DESCRIPTION:

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**X** SIGNATURE

6/8/2018

ANY CHANGES MADE BY THE CLIENT MAY INCUR AN ADDITIONAL FEE.

sales@signproplus.com - www.signproplus.com



FACADE SQ. FT.  
236

3

Replace Existing Wall Sign



Qty. 1 – 72"x46"  
1.5" Routed HDU Panel  
with 1/4" & 1/2" Acrylic Dimensional Letters  
and Carved HDU Waves  
Smooth Background Finish  
Router Depth/Relief 1/2"  
with 1.5" Raised Border



15" Routed HDU Panels  
White Routed in 1/2" Depth  
Blue Raised

*Island*  
1/4" Laser Cut Acrylic Letters  
Painted – 4" LH

**CAR WASH**

1/2" Laser Cut Acrylic Letters  
Painted – 6.75" LH

FREE VACUUMS  
1/4" Laser Cut Acrylic Letters  
Painted – 1.75" LH



1" Routed &  
Hand Carved HDU



JOB DESCRIPTION:

INVOICE#

PLEASE REVIEW THE FOLLOWING BEFORE SIGNING OFF ON THIS PROOF  
 SIZE  COLORS  SPELLING  FONTS  PLACEMENT

**X** SIGNATURE

6/12/2018

ANY CHANGES MADE BY THE CLIENT MAY INCUR AN ADDITIONAL FEE.

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FACADE SQ. FT.  
498.75



FACADE SQ. FT.  
275

4

← 167 →  
15  
**Island Car Wash**

17.39 sq. ft.

Repaint & Reinstall  
Existing Wall Letters

(2) Sets of 2" HDU  
15" LH ICW

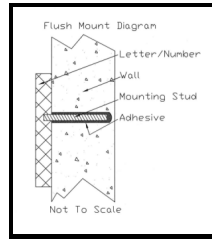
(1) Set of 3/4" HDU  
6" LH Address



P&L 1137  
Postal Blue

\* Building has been Painted  
SW6085 Simplify Beige

Stud Mount Installation



Dimensional HDU Letters EXAMPLE



THESE LETTERS SETS HAVE BEEN PREVIOUSLY PERMITTED AND INSTALL FOR OVER 10 YRS.

JOB DESCRIPTION:

INVOICE#

PLEASE REVIEW THE FOLLOWING BEFORE SIGNING OFF ON THIS PROOF  
 SIZE  COLORS  SPELLING  FONTS  PLACEMENT

**X** SIGNATURE

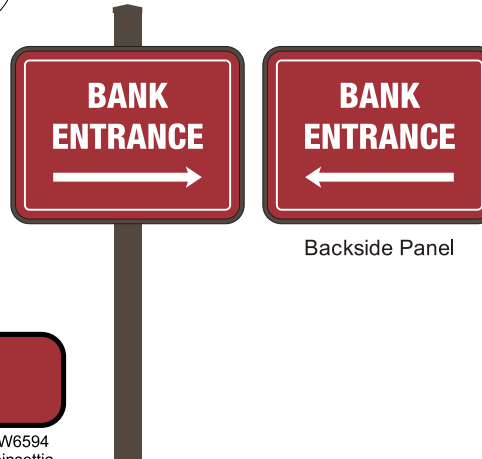
6/11/2018 DATE

**D1**



Backside Panel

**D2**



Backside Panel



P&L 1137  
Postal Blue

DURANODIC  
BRONZE  
(Building Roof Match)

SW6594  
Poinsettia

**D3**



Qty. 2 - 24"x18" 1/8" Painted Polymetal with White Vinyl  
Qty. 2 - 25"x19" Painted 1/4" polymetal  
mounted on painted 3x3 6' aluminum post  
w/ aluminum pyramid tops

Qty. 2 - 24"x18" 1/8" Painted Polymetal with White Vinyl  
Qty. 2 - 25"x19" Painted 1/4" polymetal  
mounted on painted 3x3 6' aluminum post  
w/ aluminum pyramid tops

Qty. 2 - 24"x18" 1/8" Painted Polymetal with White Vinyl  
Qty. 2 - 25"x19" Painted 1/4" polymetal  
mounted on painted 3x3 6' aluminum post  
w/ aluminum pyramid tops

**JOB DESCRIPTION:**

**INVOICE#**

PLEASE REVIEW THE FOLLOWING BEFORE SIGNING OFF ON THIS PROOF  
 SIZE  COLORS  SPELLING  FONTS  PLACEMENT

**X** SIGNATURE

6/11/2018 DATE

ANY CHANGES MADE BY THE CLIENT MAY INCUR AN ADDITIONAL FEE.

sales@signproplus.com - www.signproplus.com

**T1**

Qty. 2 - 24" w x 24" h .63 Reflc. Stop Signs  
Qty. 2 - 26" w x 26" h painted 1/4" polymetal mounted on painted 3x3 10' aluminum post w/ aluminum pyramid tops

**T2**

Qty. 2 - 24" w x 24" h .63 Reflc. Stop Signs  
Qty. 2 - 26" w x 26" h painted 1/4" polymetal mounted on painted 3x3 8' aluminum post w/ aluminum pyramid tops  
Dunnegan's Alley  
Hvry 278 S  
EXIT ONLY  
Backside Panel

**T3**

Qty. 1 - 24" w x 24" h .63 Reflc. Stop Signs  
Qty. 1 - 26" w x 26" h painted 1/4" polymetal mounted on painted 3x3 8' aluminum post w/ aluminum pyramid tops  
THANK YOU PLEASE COME AGAIN  
EXIT ONLY  
Backside Panel

**T4**

Qty. 4 - 24"x18" 1/8" Polymetal with White Vinyl  
Qty. 4 - 25"x19" painted 1/4" polymetal mounted on painted 3x3 6' aluminum post w/ aluminum pyramid tops

**T5**

Qty. 1 - 24" w x 24" h 1/8" Polymetal  
Qty. 1 - 25" w x 25" h painted 1/4" Polymetal mounted on stucco column

**T6**

Qty. 2 - 24"x18" 1/8" Polymetal with White Vinyl  
Qty. 2 - 25"x19" painted 1/4" polymetal mounted on painted 3x3 6' aluminum post w/ aluminum pyramid tops

**T7**

Qty. 2 - 24"x18" 1/8" Polymetal with White Vinyl  
Qty. 2 - 25"x19" painted 1/4" polymetal mounted on painted 3x3 6' aluminum post w/ aluminum pyramid tops

**JOB DESCRIPTION:**

**INVOICE#**

PLEASE REVIEW THE FOLLOWING BEFORE SIGNING OFF ON THIS PROOF  
 SIZE  COLORS  SPELLING  FONTS  PLACEMENT

**X** SIGNATURE

6/11/2018  
DATE

P1



P2



DURANODIC BRONZE  
(Building Roof Match)

Qty. 2 : 12"w x 18"h Reflc. Handicap Signs  
 Qty. 2 : 13"w x 19"h painted 1/4" polymetal  
 mounted on painted 3x3 8' aluminum post  
 w/ aluminum pyramid tops

Qty. 1 : 12"w x 18"h Reflc. Handicap Sign  
 Qty. 1 : 13"w x 19"h painted 1/4" polymetal  
 Qty. 1 - 12"w x 6"h Reflec Van Sign  
 Qty. 1 - 13"w x 7"h painted 1/4" polymetal  
 mounted on painted 3x3 8' aluminum post  
 w/ aluminum pyramid tops

**JOB DESCRIPTION:**

**INVOICE#**

PLEASE REVIEW THE FOLLOWING BEFORE SIGNING OFF ON THIS PROOF  
 SIZE  COLORS  SPELLING  FONTS  PLACEMENT

**X SIGNATURE**

**5/10/2018 DATE**

## DESIGN TEAM/DRB COMMENT SHEET

*The comments below are staff recommendations to the Design Review Board (DRB)  
and do NOT constitute DRB approval or denial.*

PROJECT NAME: Island Car Wash Sign System

DRB#: DRB-1041-2018

DATE: 06/15/2018

RECOMMENDATION:    Approval                Approval with Conditions                Denial   

MISC. COMMENTS:

1. Provide wind load calculations to Staff for review and approval.

## TOWN OF HILTON HEAD ISLAND SIGN REVIEW CHECKLIST: FREESTANDING SIGN

### APPLICATION MATERIALS

REQUIRED MATERIALS	Yes	No	N/A	Comments & Questions
If the sign (including structure) is larger than 40 square feet, wind load calculations stamped and signed by a certified engineer stating the sign can withstand winds of up to 130 miles per hour.		X		