

Town of Hilton Head Island
Minutes of the Design Review Board

Benjamin M. Racusin Council Chambers

August 23, 2016

1:15p.m.

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

Board Members Absent: None

Town Council Present: Tom Lennox

Town Staff Present: Jennifer Ray, Urban Designer
Teresa Haley, Secretary

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

1. Call to Order

Chairman Gartner called to order the regular meeting of the Design Review Board at **1:15pm.**

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

The Board reviewed the minutes of the **August 9, 2016** meeting and **approved** the minutes by general consent.

6. Staff Report – None

7. Board Business

Vice Chairman Strecker brought to the Board's attention issues regarding a past project that the Board ruled upon – Hilton Head Ice Cream. Mr. Highsmith, the contractor, discussed issues with the construction as the Board originally intended. The Board said the existing lattice is not allowed to remain. The Board advised that an application be submitted to meet the deadline of the September 27, 2016 meeting.

8. Old Business – None

9. Unfinished Business – None

10. New Business

A. New Development – Conceptual

- Heritage Plaza Redevelopment – Building D, DRB-001485-2016

(Ms. Theodore recused herself from review of application DRB-001393-2016 due to a professional conflict of interest. A Conflict of Interest form was completed and signed, and attached to the record.)

Ms. Ray introduced the project and stated its location: 75 and 81 Pope Avenue. The applicant proposes to renovate existing commercial property fronting Pope Avenue. Renovation includes the existing Heritage Plaza mixed use commercial center and an adjacent vacant parcel to the north. This submittal is for conceptual review of the proposed 2,400 sq. ft. commercial building ‘D’ fronting Pope Avenue and surrounding site improvements. Ms. Ray noted the project is in keeping with the Design Guide, the LMO, and the Circle to Circle Committee’s efforts. Ms. Ray presented an in-depth description of the project as provided in the Board’s packet. Staff recommends approval as submitted.

Chairman Gartner asked the applicant to come forward. The applicant thanked Ms. Ray for her presentation of the project. The applicant and design team answered questions by the Board.

Chairman Gartner requested comments from the Board. The Board complimented various aspects of the project including the overall improvement to the site plan. The Board expressed appreciation for saving existing trees where possible. The Board made inquiries as to certain aspects of the project and then suggested providing the following for final submittal: details for screening the transformer and dumpster areas; hard samples of remaining colors and materials; lighting plan; substrate package; and consider the entry pavilion back corner in connection with the roof plan.

Mr. Gentemann made a motion to **approve** DRB-001485-2016 as submitted. Mr. Hoffman **seconded** the motion. The motion **passed** with a vote of 6-0-0.

- Northridge Retail Building, DRB-001486-2016

Ms. Ray introduced the project and stated its location: 407 William Hilton Parkway. The applicant proposes to build a Dollar General store on this vacant approximately 1 acre parcel. The applicant is requesting feedback from the Board prior to closing on the land purchase. Ms. Ray described the Staff comments provided to the applicant in the DPR and comments regarding LMO signage requirements. Ms. Ray presented an in-depth description of the project as provided in the Board’s packet. Staff recommends approval with the following conditions: 1) provide additional landscaping in required buffers/setbacks as well as around service areas and pedestrian areas; 2) consider modifications to roof as move to final submittal to eliminate appearance of flat roof beyond.

Chairman Gartner asked the applicant to come forward. The applicant thanked Ms. Ray for her presentation of the project. The applicant answered questions by the Board.

Chairman Gartner requested comments from the Board. The Board was in agreement with Staff comments and discussed them at length. The Board was in agreement that the site, landscaping, and roof plans need to be restudied. The Board expressed concern for the access roads located in the back of the building may be used more heavily than expected. The Board expressed concern for the landscaping and that more is needed in the buffer and on all sides surrounding the building. The Board discussed adding more, larger sized shutters, and if possible, windows, on the building. The Board discussed needing to see more details and materials on various aspects of the project, including the following: shutters, roof, siding, lighting, service door, service area screening, and left and right side elevations.

Vice Chairman Strecker made a motion to **approve** DRB-001486-2016 with the following conditions: 1) retain existing trees to the extent possible; 2) provide additional landscaping in the required buffers and setbacks, as well as around service and pedestrian areas; 3) provide landscaping between the hard paving and the building at all sides; 4) modify the shutter sizes and locations to be more proportioned with the building; 5) consider reducing height of the brick at the base of the building; 6) modify the roof to break it up more and provide some elements that project above the parapet, such that the line of the parapet doesn't run continuously horizontally uninterrupted; 7) return the slope of the roof at the right side of the main entry; 8) screen the dumpster and loading areas from view. Mr. Gentemann **seconded** the motion. Following the motion and second, the Board briefly discussed the conditions. Vice Chairman Strecker moved to **amend** his original motion to add the following condition: 9) consider the location of the bike path, and any potential conflict between the bike path and the right turn lane, and provide landscaping between the two areas. Ms. Theodore **seconded** the amended motion. The motion **passed** with a vote of 7-0-0.

11. Appearances by Citizens – None

12. Adjournment

Chairman Gartner adjourned the meeting at 2:38p.m.

Submitted by:

Approved by: September 13, 2016

Teresa Haley, Secretary

Jake Gartner, Chairman