

***Town of Hilton Head Island***  
***Minutes of the Design Review Board***

**Benjamin M. Racusin Council Chambers**  
**September 27, 2016 at 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:** None

**Town Staff Present:** Jennifer Ray, Planning & Special Projects Manager  
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 **September 13, 2016** meeting and **approved** the minutes by general consent.

**6. Staff Report**

Ms. Ray informed the Board that she recently accepted a new position with the Town as the Planning & Special Projects Manager and unfortunately, will no longer work directly with the Design Review Board. However, Ms. Ray will assist with the transition phase once someone is hired to fill her previous position. Chairman Gartner and the Board expressed their appreciation for Ms. Ray and wished her well in her new position.

**7. Board Business – Approval of 2017 Regular Meeting Schedule**

The Board reviewed the proposed 2017 Regular Meeting Schedule. Ms. Theodore made a motion to **approve** the 2017 Regular Meeting Schedule as submitted. Mr. Hoffman **seconded** the motion and the motion **passed** with a vote of 7-0-0.

## 8. Old Business – None

## 9. Unfinished Business – None

## 10. New Business

### A. Alteration/Addition

- Harbourside 1 (re-roof), DRB-001655-2016

Ms. Ray introduced the project and stated its location: 15 Harbourside Lane. The applicant proposes to replace the existing concrete tiles roof at Harbourside 1 & 2 with metal roof in “Terra Cotta” to be consistent with the previously approved Harbourside 3 re-roof. The project has been approved by the Shelter Cove Company ARB and the Harbourside 1 & 2 Board of Directors. Ms. Ray presented an in-depth description of the project as provided in the Board’s packet. Staff recommends approval as submitted.

Ms. Ray stated that the applicant was not present, but she would be happy to answer any questions from the Board.

Chairman Gartner requested comments from the Board. The Board expressed concern for the Spanish tile not fitting the character of the Shelter Cove area, however, the precedent was set when building 3 was approved. It would be acceptable to match all three buildings to be consistent with the Design Guide.

Mr. Gentemann made a motion to **approve** DRB-001655-2016 as submitted. Ms. Theodore **seconded** the motion. The motion **passed** with a vote of 7-0-0.

- Elevated Tank Rehab (Palmetto Dunes), DRB-001733-2016

Ms. Ray introduced the project and stated its location: 14 Queens Folly Road. The applicant proposes to repaint the existing elevated tank for maintenance purposes. During the previous DRB review, the Board stated that they would not approve the solid green tank and recommended the PSD consider alternate solutions such as monochromatic schemes in a blue color that would be more nature blending with the sky rather than green to blend with existing trees. Ms. Ray presented an in-depth description of the project as provided in the Board’s packet. Staff recommends approval with the following condition: 1) paint the top of the tank and the shaft light blue or light grey and paint the flared base dark green.

Chairman Gartner asked the applicant to come forward. The applicant provided the Board with photographs of existing elevated tanks on the Island. Ms. Ray provided the Board with a sample of the approved grey color for Palmetto Dunes.

Chairman Gartner requested comments from the Board. The Board expressed concern for the dark green color covering the majority of the tank, specifically, the shaft and the bowl’s underside in Draft 3. The Board discussed that the color needs to be more nature blending and from all viewpoints. The Board expressed sympathy for the applicant wanting the green color to help with maintenance concerns. Some members of the Board agreed with the Staff recommendation and few members of the Board indicated Draft 3 is acceptable. Chairman Gartner explained the applicant’s options and asked the applicant how he would like to proceed. The applicant indicated construction starts next month, so the color needs to be decided upon and hopes the Board likes Draft 3. Chairman Gartner cautioned if a motion for Draft 3 fails, then the resubmittal process must be followed.

Mr. Hoffman made a motion to approve Draft 3 as submitted. Mr. Gentemann seconded the motion. The motion failed with a vote of 3-4-0. (For the motion: Mr. Hoffman, Mr. Gentemann, Ms. Remke. Against the motion: Mr. Witmer, Ms. Theodore, Mr. Gartner, Mr. Strecker.) There was a brief discussion after the vote. Chairman Gartner moved to rescind the adopted motion. Vice Chairman Strecker seconded the motion. The motion passed with a vote of 7-0-0. Ms. Theodore made a motion to **approve** DRB-001733-2016 with the following condition: 1) the color of the tank shall be Pantone Solid Uncoated Warm Grey 1 U as submitted in Draft 5 (five). Ms. Remke **seconded** the motion. The motion **passed** with a vote of 7-0-0.

- Shelter Cove Towne Centre, DRB-001734-2016

*(Ms. Theodore recused herself from review of application DRB-001734-2016 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 on Shelter Cove Lane. Ms. Ray presented an in-depth description of the project as provided in the Board's packet. The applicant proposes to fill in the space between Belk and Jane Bistro with multiple tenant spaces. The project has received Shelter Cove Company ARB approval. Ms. Ray asked that the applicant provide clarification as to the lighting on the columns. Ms. Ray presented the color board for this project and the approved color palette for Shelter Cove Towne Centre. Staff recommends approval with the following condition: 1) restudy color palette to be more in keeping with previously approved palette (less "white", "black", etc.).

Chairman Gartner asked the applicant to come forward. The applicant clarified lighting locations and concerns. 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. The Board agreed with the Staff comment to restudy the color palette for Talbots to be more in keeping with the previously approved palette for Shelter Cove Towne Centre. The "red" needs to be muted, the "white" and "black" needs to be lessened and toned down. The Board recommended the landscape plan include shade trees at each pedestrian area and suggested increasing the plant size in the back of the building. The Board inquired as to the gutters and downspouts matching the roof. The Board expressed initial concern with the solid wall at Tenant Space 1, but further discussion indicated that the architecture is in keeping with the Design Guide.

Vice Chairman Strecker made a motion to **approve** DRB-001734-2016 with the following conditions: 1) the revised landscaping at the new dumpster at the traffic island shall be reviewed and approved by Staff; 2) overstory shade trees shall be provided at the front of the site near the benches, and such trees, size, type, and location shall be reviewed and approved by Staff; 3) restudy the color palette to be more in keeping with the previously approved palette, particularly the "white" and "black", especially at the larger building; 4) the "red" storefront and awnings at Talbots shall be changed to a more muted "red" to be reviewed and approved by Staff; 5) consider increased plant sizes at the back side of the buildings; 6) the gutters and downspouts at the pitched roofs shall be provided and match Shelter Cove Towne Centre approved colors. Mr. Witmer **seconded** the motion. The motion **passed** with a vote of 6-0-0.

## B. New Development – Final

- Westin Hotel – Pavilion Redevelopment, DRB-001766-2016

*(Mr. Witmer recused himself from review of application DRB-001766-2016 due to a professional conflict of interest.)*

*interest. A Conflict of Interest form was completed and signed, and attached to the record.)*

Ms. Ray introduced the project and stated its location: 2 Grasslawn Avenue. The applicant proposes to rebuild the existing open air pavilion adjacent to the existing hotel building. This project was before the DRB in August 2016 and the applicant withdrew the application based upon DRB comments. Ms. Ray described the previous DRB comments and presented an in-depth description of the project as provided in the Board's packet. Staff recommends approval with the following conditions: 1) provide color and material samples; 2) provide additional information regarding light fixture and ensure compliance with the LMO and turtle-friendly lighting requirements; 3) provide details for fire pit and fountain identified on landscape plan; 4) per previous review, provide additional details on storage building, more images of existing building compared to proposed building, and letter regarding deck encroachment.

Chairman Gartner asked the applicant to come forward. The applicant and design team presented color and material samples, and answered questions by the Board. The applicant provided a letter in response to the Board's inquiry concerning the setback encroachment of the Westin Pavilion. The letter indicates the project design as meeting LMO allowable setback encroachments.

Chairman Gartner requested comments from the Board. The Board complimented the project and the team for addressing the Board's comments from the previous review. The Board agreed that they will need to review details for the fire pit and fountain. The Board inquired as to the following aspects of the project: elements, materials, and locations of the fire pit and fountain; lighting fixtures – type, color, locations, meeting LMO and turtle-friendly lighting requirements; the finish on the soffit under the overhangs; details of the hog fencing, concrete caps, columns, cable rails; and the support for the aluminum sun shield.

Chairman Gartner asked whether the project would be delayed or able to move forward with the stipulation to bring back the fire pit and fountain for review. The applicant indicated the project would be able move forward.

Vice Chairman Strecker made a motion to **approve** DRB-001766-2016 with the following conditions: 1) all light fixtures shall be turtle-friendly and meet the LMO requirements; 2) any additional lighting information not shown today shall be provided for review and approval by Staff; 3) details on the fire pit and fountain shall be provided for review and approval by the DRB at a future meeting; 4) modify the color of the hog fencing below the floor line to be darker in tone and the color shall be reviewed and approved by Staff. Ms. Remke **seconded** the motion. The motion **passed** with a vote of 6-0-0.

## **11. Appearances by Citizens – None**

## **12. Adjournment**

Chairman Gartner adjourned the meeting at 3:18p.m.

Submitted by:

Approved by: November 8, 2016

---

Teresa Haley, Secretary

---

Jake Gartner, Chairman