



Town of Hilton Head Island Regular Design Review Board Meeting

June 28, 2016

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

AGENDA

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. **Approval of Agenda**
5. **Approval of Minutes** – Meeting of June 14, 2016
6. **Staff Report**
7. **Board Business**
8. **Old Business**
9. **Unfinished Business**
10. **New Business**
 - A. *Alteration/Addition*
 - Jane Bistro & Bar (repaint), DRB-001112-2016
11. **Appearance by Citizens**
12. **Adjournment**

Town of Hilton Head Island
Minutes of the Design Review Board

Benjamin M. Racusin Council Chambers

June 14, 2016

1:15p.m.

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

Board Members Absent: Ron Hoffman (excused), Michael Gentemann (excused)

Town Council Present: None

Town Staff Present: Richard Spruce, Plans Examiner
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 **May 24, 2016** meeting and **approved** the minutes by general consent.

6. Staff Report

Ms. Ray noted that the next Board Training will take place immediately following the DRB meeting on June 28, 2016 at 1:15pm. Ms. Ray further noted that additional trainings will be offered in July and August.

7. Board Business – None

8. Old Business – None

9. Unfinished Business – None

10. New Business

A. Alteration/Addition

- Cordillo Cabanas, DRB-000986-2016

Ms. Ray introduced the project and stated its location: 211 and 217 Cordillo Parkway. Ms. Ray presented an in-depth description of the project as provided in the Board's packet. Ms. Ray stated that the applicant proposes to repaint the 9 buildings at Cordillo Cabanas in nature blending shades of brown and tan with dark green accents (doors). The colors are in keeping with the neighborhood and the Design Guide. Ms. Ray noted that the project received Forest Beach Owners' Association approval. Staff recommends approval with the condition that SW 9117 "Urban Jungle" be used in lieu of SW 6151 "Quiver Tan". Ms. Ray stated that during her review of the project she identified a community building at the pool area and would like the applicant to speak to whether it would be painted and identify its color.

Chairman Gartner requested that the applicant make a presentation. Mr. Michael Newman, President of Cordillo Cabanas HOA, stated that at this time the pool house is not scheduled to be painted. Mr. Newman then answered questions by the Board.

Chairman Gartner requested comments from the Board. The Board expressed appreciation for the project as in keeping with the Design Guide. The Board agreed with Staff recommendation to use SW 9117 "Urban Jungle". The Board asked questions and discussed the proposed colors of the following: the block wall and siding; the piece underneath the windows to match the wood siding; the primary and secondary doors along with the trim; and any updates to signs onsite. The Board expressed concern for the repaint of the pool house and further inquired as to the proximity of the pool house to the buildings proposed to be repainted.

Ms. Remke made a motion to **approve** DRB-000986-2016 with the following conditions: 1) SW 9117 "Urban Jungle" as the color for all of the block walls; 2) all wood trim, including trim around the main doors, the back doors, the window sills and the pool house be painted SW 6149 "Relaxed Khaki", with the understanding that the pool house will be painted in phase 3; and 3) all front doors be painted SW 6194 "Basil". Ms. Theodore **seconded** the motion. The motion **passed** with a vote of 5-0-0.

B. Sign

- Weichert Sign, DRB-001027-2016

Ms. Ray introduced the project and stated its location: 1038 William Hilton Parkway. Ms. Ray presented an in-depth description of the project as provided in the Board's packet. Ms. Ray stated that the applicant proposes to construct two new signs for Weichert Realtors. The signs utilize heavy timber construction similar to detailing on the building entrance. Other materials include tabby stucco and bronze channel letters. Ms. Ray noted that the scale of the sign is within LMO requirements, however, a scaled down version may be more appropriate for its location. Ms. Ray

further noted that the address panel on the William Hilton Parkway side needs to be positioned higher, as it will not be visible once landscaping is added and this will be an issue for HHI Fire & Rescue. Staff recommends approval with the following conditions: 1) suggest moving sign closer to parking lot (into site). Landscaping in ROW will require encroachment permit from SCDOT; 2) move address on primary sign higher on sign so visible over landscaping; 3) landscaping at two signs should have relationship to each other/surrounds; 4) consider reducing mass of sign relative to scale of building or site surrounds. Ms. Ray expressed appreciation toward the applicant for using the building as inspiration for the proposed sign. Ms. Ray added that the proposed sign is being brought into greater conformance with the LMO and the Design Guide.

Chairman Gartner requested that the applicant make a presentation. The applicant expressed amenability with Staff requests. The applicant clarified the proposed size of the sign on William Hilton Parkway is in keeping with the size of the sign on Dunnagan's Alley and other adjacent signs. The applicant answered questions by the Board.

Chairman Gartner requested comments from the Board. The Board expressed agreement with Staff to reduce the mass of the sign, however, acknowledges that the size is within LMO requirements. The Board agrees with Staff to pull back the sign and in turn eliminate the SCDOT requirement to obtain an encroachment permit. The Board expressed the need for more naturalized plantings. The Board inquired as to the proposed topiary and the applicant stated that it was removed within the landscape plan. The Board further inquired and discussed the placement of the address panel; the illumination of the sign letters; and whether any replanting is needed should the sign be moved back. The Board noted that the Design Guide calls for the backside of the sign to be finished. The applicant stated that the backside will be finished with tabby stucco, as on the front side, but without letters.

Chairman Gartner made a motion to **approve** DRB-001027-2016 with the following conditions: 1) the address on the primary sign needs to be moved higher, above landscaping, for Staff approval; 2) Staff to approve any landscaping that need to be moved when the sign is moved away from the street and out of the SCDOT encroachment; 3) the landscaping at the two signs should have a relationship to each other and be more native to the current environment; and 4) consider reducing the mass of the sign. Ms. Remke **seconded** the motion. The motion **passed** with a vote of 5-0-0.

11. Appearances by Citizens – None

12. Adjournment

Chairman Gartner adjourned the meeting at 1:50p.m.

Submitted by:

Approved by:

Teresa Haley, Secretary

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

357 pm

FOR OFFICIAL USE ONLY
 Date Received: 11/25/19
 Accepted by: [Signature]
 DRB #: 19-14-16
 Meeting Date: _____

Applicant/Agent Name: Anne Sergeant Company: Jane Bistro and Bar
 Mailing Address: 25 Pine Island Rd. City: HHI State: SC Zip: 29928
 Telephone: 414 565 1376 Fax: _____ E-mail: wren.bistro@embargo.com
 Project Name: Jane Bistro and Bar Project Address: 28 Shellercore Lane #109
 Parcel Number [PIN]: R _____
 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. *Support documents sent via email per Jennifer Ray*

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

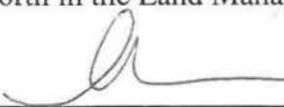
Note: All application items must be received by the deadline date in order to be reviewed by the DRB per LMO Appendix D: D-23.

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.



SIGNATURE

6/12/16

DATE

jane

BISTRO & BAR

June 10, 2016

To whom it may concern:

My name is Anne Sergent. I am the one of the owners and operators of Jane Bistro and Bar opening early July 2016. We are located at 28 Shelter Cove Lane, Unit 109. I am requesting your consideration for our trim color to be changed from Web Gray SW 7075 to Garret Gray SW 6075. Garret Gray is a darker shade of an already approved color for Shelter Cove Towne Center, Popular Gray SW 6071.

I believe Garret Gray is complimentary to the existing tabby structure and brick surrounding our new outdoor patio. In addition, Garret Gray will blend well with the trim of our neighboring buildings. Our patio furniture is a mix of warm shades of white custom banquettes and tobacco brown leather chairs and honey toned wooden table tops. Garret Gray's warm gray and brown tones would be a great addition to our beautiful new patio.

Please let me know if I can provide any additional information and thank for your consideration.

Anne Sergent
(614) 565-7376
Wrenbistro@embarqmail.com



Web Gray existing trim with Garret Gray sample board against tabby exterior and brick



Garret Gray sample board against patio brick and tabby column

Ray Jennifer

From: Roni Allbritton <Allbritton@sheltercovetownecentre.com>
Sent: Monday, June 20, 2016 4:25 PM
To: Ray Jennifer
Subject: Fwd: Jane DRB Narrative

This will serve as landlord approval and the below email is the shelter Cove company ARB approval.
Thanks.

Sent from my iPhone

Begin forwarded message:

From: John Betts <JBetts@Sheltercovehc.org>
Date: June 17, 2016 at 9:59:43 AM EDT
To: Roni Allbritton <Allbritton@sheltercovetownecentre.com>
Subject: RE: Jane DRB Narrative

The SCARB has approved the trim color change.

John P. Betts
Shelter Cove Company, Inc.
Manager
(843)310-0431 (o)
(843)338-9552 (m)

From: Roni Allbritton [<mailto:Allbritton@sheltercovetownecentre.com>]
Sent: Thursday, June 16, 2016 10:08 AM
To: John Betts
Subject: FW: Jane DRB Narrative

For ARB review...

From: anne sergent [<mailto:wrenbistro@icloud.com>]
Sent: Thursday, June 16, 2016 9:51 AM
To: Roni Allbritton <Allbritton@sheltercovetownecentre.com>
Subject: Jane DRB Narrative

Good morning Roni,

I have attached the narrative for a trim color change request. Jennifer Ray instructed me to get this document to you for your consideration for ARB approval. Jennifer needs the approval no later than end of day business June 20th, next Monday. Please let me know if I can provide you with any additional information. I am also available anytime to share with you the outdoor furniture, lighting etc if you would like.

Saw your interview on TV for summer events. So exciting!!

Thank you so much for your consideration,

Anne Sergent

Jane Bistro and Bar
614-565-7376

Sent from my iPad

Sent from my iPad





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STE 109



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: Jane Bistro & Bar – ALTERATION/ADDITION

DRB#: DRB-001112-2016

DATE: June 28, 2016

RECOMMENDATION: Approval Approval with Conditions Denial
RECOMMENDED CONDITIONS:

Applicant proposes to repaint the existing trim at Jane Bistro & Bar (Shelter Cove Towne Centre). The proposed color is not part of the previously approved color palette but is within a few shades of an approved color, is compatible with the existing colors on this building and the adjacent buildings, and is in keeping with the Design Guide.