

**Town of Hilton Head Island  
Design Review Board  
Minutes of the Tuesday, July 28, 2015 Meeting  
1:15p.m. – Benjamin M. Racusin Council Chambers**

**APPROVED**

Board Members Present: Chairman Jake Gartner, Vice Chairman Dale Strecker,  
Ron Hoffman, Kyle Theodore and Brian Witmer

Board Members Absent: Debbie Remke

Town Council Present: None

Town Staff Present: Jennifer Ray, Urban Designer  
Richard Spruce, Plans Examiner  
Kathleen Carlin, Administrative Assistant

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**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**

The Board **approved** the agenda as submitted by general consent.

**5. Approval of Minutes**

The Board **approved** the minutes of the July 14, 2015 meeting as submitted by general consent.

**6. Staff Report**

Ms. Ray reported that Mr. Kevin Quat, who was sworn in as a DRB member on July 13, 2015, has submitted his resignation to the Town and the Personnel Committee is working to fill the vacancy.

**7. Board Business**

None

**8. Old Business**

None

**9. Unfinished Business**

None

**10. New Business**

A. Alteration/Addition

1. **Zaxby's at Village at Wexford** – DRB-001271-2015

Ms. Ray introduced the application and stated its location, 1000 William Hilton Parkway, within the Village at Wexford. Ms. Ray presented an in-depth overhead review of the

application including photos of existing conditions and an aerial view of the site.

The applicant proposes minor alterations to the former Wendy's restaurant to convert it into a Zaxby's restaurant. Photos show existing conditions of the building with a drive through, pedestrian entrance with handrail, handicap accessible entrance, the front of the building, and the rear service area. One photo shows the color palette of an adjacent building. The Wendy's building had an orange band instead of the Wexford green shown on the adjacent buildings. The applicant proposes to use the same color palette as the rest of Village at Wexford.

The site plan shows the existing conditions which largely remain as is with the exception of the dumpster enclosure which will be replaced with a similar enclosure in a similar location. The dumpster enclosure plan shows the proposed stucco enclosure with a solid door on the left and two double gates on the right. The elevations show the solid stucco and trim color that are proposed to match the finish and color consistent within the Village of Wexford. The gates are shown as black metal gates. Staff recommends that they be painted dark green to be consistent with the existing at Village of Wexford.

The dumpster gate detail shows vertical board members as well as a solid backing. Staff recommends that the applicant ensures that there will be no visibility into the enclosure.

A landscape plan was previously forwarded to the Board for review. The plan utilizes some of the existing plant materials and replaces the rest with evergreen materials consistent within the Village at Wexford.

The preliminary floor plan shows the existing awning that is proposed to be removed and replaced with individual awnings all around the dining area and at the drive through window.

The elevations state that all of the existing colors and materials will match the existing at Village at Wexford. Ms. Ray described the new awning system that is proposed on the front and wrapping around the two sides of the building and over the drive through. Ms. Ray also presented comments regarding the new awning over the service area. The awning has 2 x 2 cedar rafters with 4 x 8 cedar louvers. All of the wood is to be stained with a clear stain. The awning is consistent with The Design Guide. The rear awning shows metal detail with closed sides and the elevation shows it in a silver/white color. Staff recommends that it be in the Wexford dark green to be consistent.

Ms. Ray described the decorative lighting that is proposed on both sides of the building. The fixtures are shown in a galvanized finish. Staff recommends that the finish be bronze to be consistent with the doors and storefront. Staff also recommends that the pipe handrail that is along the handicap ramp be painted green to be consistent with the existing.

Ms. Ray stated that this project has been reviewed and approved by the Board of Directors at the Village at Wexford Board. The staff recommends that it be approved with the condition that the dumpster gates, the doors, the bollards and the handrail all be painted Wexford green to be consistent with the shopping center. At the completion of the staff's presentation, Chairman Gartner requested that the applicant make his presentation.

Mr. Victor Talley, Hill Foley Rossi and Associates, presented statements in support of the application. The Board discussed the application and agreed with the staff's recommendations regarding the dumpster enclosure and the bronze light fixtures. Ms. Ray clarified that per the

LMO there can be no exposed light source. All light sources must be concealed within the fixtures. The Board discussed the standing seam metal roof over the dumpster enclosure. The applicant stated that the Board of Directors at Village of Wexford prefers that the wood members be painted green versus the proposed clear stain. The Board stated that they prefer the clear stain over the green paint for the wood members.

Ms. Ray stated that if the green paint is approved over the clear stain for the wood members, a different awning should be chosen.

Mr. Richard Spruce stated that the dumpster enclosure is below flood and will need to be vented. This may be a color issue and will need to be addressed. Following final comments by the Board, Chairman Gartner requested that a motion be made.

Mr. Hoffman made a **motion** to **approve** DRB-001271-2015 with the following conditions: (1) the decorative lighting shall be bronze and the light source shall be concealed; (2) the standing seam metal roof over the dumpster enclosure shall be Wexford green; (3) the handrails shall be Wexford green; (4) the flood vents on the dumpster enclosure shall be Wexford green; (5) the enclosure doors and gates as well as the bollards at the dumpster enclosure shall be painted Wexford green. Mr. Witmer **seconded** the motion and the motion **passed** with a vote of 5-0-0.

2. **Harbourside III Re-roof** - DRB-001288-2015

Ms. Ray introduced the application and stated its location, 9 Harbourside Lane within Shelter Cove. The applicant proposes to remove the existing Spanish concrete roof tiles and replace them with a standing seam metal roof in a color to match the existing tiles. Ms. Ray presented an in-depth overhead review of the application. The photos show the existing conditions. The existing tiles are used throughout Shelter Cove including on some new construction. The proposed color is terra cotta. Ms. Ray distributed a sample of the terra cotta for the Board's review. The Shelter Cove Company's ARB has reviewed and approved the re-roof.

This building is one of a set of three buildings. The applicant proposes to re-roof Harbourside III in 2015-2016 and Harbourside I and Harbourside II in 2016-2017 so that they are all consistent. An assurance of this was required by the Shelter Cove Company's ARB and the staff recommends that this be a condition of the Board's approval. All three buildings should be re-roofed to match.

Ms. Ray stated that while the tiles can be a maintenance issue over time, they are a part of the signature look of Shelter Cove. The staff supports this request and recommends approval of the application with the condition that Harbourside I and Harbourside II be re-roofed to match Harbourside III and cautions the DRB and the Shelter Cove Company's ARB to be careful not to lose that signature look unconsciously. At the completion of the staff's presentation, Chairman Gartner requested that the applicant make his presentation.

Mr. Joe Nix, Nix Construction, presented statements in support of the application. The applicant stated that the timeframe for re-roofing Harbourside I and Harbourside II cannot be guaranteed at this time due to financial constraints.

The Board discussed the application and some members stated their concern with replacing the existing concrete Spanish tiles with the standing seam metal roof due to the loss of the signature look of Shelter Cove. When the three buildings are re-roofed with the standing seam

metal roof, they will no longer match the signature look of the existing Harbourside.

Mr. John Betts, Manager of the Shelter Cove Company, presented brief statements in support of the application.

The Board asked if the applicant intends to have roof overhangs on the new metal roof as they would offer additional character and some protection to the porches. The applicant stated that most of the standing seam metal roofs have gutters so overhangs would not be possible. The Board suggested that the applicant use roof overhangs anywhere that they are possible. The Board stated that the timely completion of re-roofing of all three buildings will be important to approval of this application.

Mr. Nix stated that he will meet with the representatives of Harbourside I and Harbourside II to try to receive a commitment letter regarding the timely completion of all three buildings. Ms. Ray stated that the Board does not have the authority to enforce a financial commitment on the part of Harbourside I and Harbourside II since only Harbourside III is represented today. At the completion of the discussion, Chairman Gartner requested that a motion be made.

Mr. Witmer made a **motion to approve** DRB-001288-2015 with the condition that when the re-roofing takes place for both Harbourside I and Harbourside II, the same roofing color and material shall be used. Ms. Theodore **seconded** the motion and the motion **passed** with a vote of 4-1-0.

*(Ms. Theodore recused herself from the following application, DRB-00133-2015, due to a professional conflict of interest. A Conflict of Interest Form was completed and signed by Ms. Theodore and attached to the record.)*

3. **Shelter Cove Towne Centre Building 180** – DRB-001333-2015

Ms. Ray introduced the application and stated its location on Shelter Cove Lane between Kroger and the Shelter Cove Community Park and adjacent to Poseidon. The applicant proposes a 5,000 sq. ft. building with two 500 sq. ft. storage units for the park (Island Recreation Association). The storage units are required per the Development Agreement. The site plan shows Shelter Cove Lane with existing parking, the service lane, and service access to the rear of Kroger. The oyster shell sidewalk with palm trees and tree wells adjacent to the on street parking is consistent with that within Shelter Cove Towne Centre. Outdoor patios are located at both ends of the building. They are concrete with rock salt finish and access to the storage units is provided from the rear parking.

The landscape plan provides an evergreen foundation with accent at the entrances and is consistent with the original and revised plans for Shelter Cove Towne Centre. The floor plan allows for the two 500 sq. ft. storage units with rollup and main doors as well as the 4,000 sq. ft. leasable space with primary entrances from Shelter Cove Lane. The roof plan shows the standing seam metal roof at a 6 and 12 pitch on the front or the public side with flat sections over the service area and the storage on the rear. Metal canopies are located over the rear doors.

The elevations reflect pedestrian entrances across the front of the building with a pitched metal roof and flat roof on the storage units. Staff recommends that the applicant consider increasing the height of the niche over the center doors to be consistent with the oyster shell over the other two doors.

The side elevations show the additional access to the outdoor patio as well as significant overhangs. The rear elevation faces Kroger and contains little to no detail. Even though this is a service area, the Design Guide states that the façade should have some equal design characteristics. In the past the Board has interpreted that requirement as not quite equal but not no detail. Staff recommends that this area be reconsidered to see what could be done on the rear elevation without going to extreme measures as it is the service area.

The sections reflect the dimensions of the building in a variety of materials. The scale of all of the elements is substantial and is consistent with the Design Guide. The color key shows the variety of materials and includes standing seam metal roof in the Pac-clad silver which is the same that is used within Shelter Cove Towne Centre, oyster shell stucco, lots of storefront and a curtain wall, cantilever fascia and the Nichiha cement board siding in the vintage wood cedar. Ms. Ray distributed the color board to the Board for review. All of the colors and materials are consistent with the Design Guide.

Staff believes that the building is very handsome and complements the other construction within Shelter Cove Towne Centre. In viewing one elevation, however, the building reads as very long and flat which is not in keeping with the Design Guide.

The plan does not show any exterior lighting. If any exterior lighting is proposed, it will need to be submitted to the Board for review and approval. Shelter Cove Company's ARB has reviewed and approved the project and staff recommends approval with the condition that consideration be given to ways to break up the long flat mass of the building as well as any way to add a little bit of detail to the rear elevation such as banding or additional trim. At the completion of the staff's presentation, Chairman Gartner requested that the applicant make his presentation.

Mr. Tim Probst, Lee & Parker Architects, presented statements in support of the application. The Board discussed several issues including the need for additional detail on the rear elevation. The Board also discussed the on-street parking and the central entryway. The Board agreed with the staff's concerns with the length and mass of the rear elevation.

The Board stated that the rear elevation needs additional detail (i.e. banding, molding, or a change in trim.) The Board recommended that today's application be **tabled** so that needed revisions can be made. The applicant agreed and will work with staff to make the recommended revisions. Following final comments, Chairman Gartner requested that a motion be made.

Mr. Hoffman made a **motion** to **table** the application for needed revisions. Vice Chairman Strecker **seconded** the motion and the motion **passed** with a vote of 4-0-0.

4. **Hilton Head Holiday Inn Conversion** - DRB-001341-2015

Ms. Ray introduced the application and stated its location, 2 Tanglewood Drive. The primary work is replacement of the railing, wood insets on the first floor, decorative lighting and landscaping.

Ms. Ray presented an in-depth overhead review of the application including photos of existing site conditions. The awnings will be replaced and the lattice will be replaced with louvers. Ms. Ray reviewed the lagoon side deck including the guardrail. The guardrail will be retained and painted to match the pool fence.

Ms. Ray reviewed the landscape plan. Minor additions to the rear of the building are proposed. The landscape plan focuses on screening the utility areas, the entrance areas and other places around the building. The landscape plan is primarily evergreen with a good variety of groundcover. The staff recommends that more variety of groundcover be introduced including shrubs in the landscape beds. Some annual color will be added to the sign's location and shrubs will be added to the entrance to the parking lot. The plan shows a detail for the wood screen utility enclosure which includes 4 x 4 wood posts with louvers painted to match the brown color that matches all of the new wood members on site.

Ms. Ray stated that the existing pool bar is to be removed and replaced with a deck under the pergola. The new decking will match the existing decking. The pergola will be repaired as needed and repainted in "Lodge Brown" to match the other wood members. The pool fence is proposed to be replaced to match the detail of the lagoon deck guardrail. It will be painted "Lodge Brown". The pool deck and coping will also be repaired and refinished.

The elevation shows the balcony to be repainted. All of the handrail will be replaced. The new handrails have 4 x 4 posts with 2 x 2 top rail and bottom rail with square pickets painted "Lodge Brown". The awnings will be replaced and the roof will be refinished. The wood insets along the first floor will be replaced with painted louver panels. The existing trellis at the south entrance to the tower will be replaced with a new trellis and the existing lattice will be replaced with wood louvers for consistency. Staff recommends that the ends of the new trellis be shaped to match the existing trellis. The wood louvers on the service area, as well as the other utility areas, are all proposed to match and be consistent with the first floor louvers.

The color scheme maintains the existing body color with all wood members painted "Lodge Brown". The applicant proposes to epoxy the lower roof to match "Lodge Brown". The applicant proposes to paint the higher roofs in "Shell Gray" which matches "Canvas Tan". Ms. Ray distributed hard samples of the proposed colors, including the awning color, for the Board's review.

The staff is concerned that "Shell Gray" is a bit bright when viewed on site and the color combination with the existing color appears a bit awkward. Staff recommends an alternate color that is not quite so bright for the upper roof. A darker brown color would be a better solution. The canvas awnings will be replaced. The applicant has selected "Ivory" which reads as white against the building. Staff recommends that a darker color be selected for the awnings to be more in keeping with the Design Guide. The proposed lighting fixtures in rubbed bronze will be in keeping with the Design Guide. Ms. Ray stated that LED lighting is not allowed as a light source per the LMO.

Ms. Ray stated that the Forest Beach Owners Association's ARB has reviewed and approved the application. Staff recommends approval with conditions that the new trellis have shaped ends that either match or complement the existing trellis details, that the awning fabric and the upper metal roof have darker colors selected that provide less contrast and brightness, and that more variety of shrubs be included in the landscape beds. Following the staff's presentation, Chairman Gartner requested that the applicant make his presentation.

Mr. Josh Wright, architect, presented statements in support of the application. The Board discussed the application and agreed with the staff's comments and recommendations.

Following final comments by the Board, Chairman Gartner requested that a motion be made.

Mrs. Theodore made a **motion** to **approve** DRB-001341-2015 with the following conditions: (1) more variety shall be provided in both plant material and size for the groundcover plantings; (2) the trellis end shall be re-shaped to be similar to the existing; and (3) alternate darker colors shall be provided for the awnings and the upper metal roof. All conditions are to be approved by staff. Mr. Strecker **seconded** the motion and the motion **passed** with a vote of 5-0-0.

**11. Appearance by Citizens**

None

**12. Adjournment**

The meeting was adjourned at 3:00p.m.

Submitted By:

Approved By:

August 25, 2015

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Kathleen Carlin  
Secretary

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Jake Gartner  
Chairman