

Town of Hilton Head Island
Minutes of the Design Review Board

Benjamin M. Racusin Council Chambers

February 23, 2016

1:15p.m.

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

Board Members Absent: Kyle Theodore (excused)

Town Council Present: None

Town Staff Present: Jennifer Ray, Urban Designer
Richard Spruce, Plans Examiner
Jill Foster, Deputy Director of Community Development
Eileen Wilson, Sr. Admin Assistant
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 **February 9, 2016** meeting and **approved** the minutes by general consent.

6. Staff Report – None

7. Board Business – Election of Board Secretary

Mr. Hoffman made a motion to **approve** the appointment of Teresa Haley as new Secretary of the Board. Mr. Witmer **seconded** the motion. The motion **passed** with a vote of 6-0-0.

8. Old Business – None

9. Unfinished Business

A. Alteration/Addition

- Hilton Head Beach and Tennis Remodel, DRB-001990-2015

Ms. Ray introduced the project and stated its location: 40 Folly Field Road. Ms. Ray stated that the Board had approved plans for the new entrance in November 2015, with the condition that landscape plan be submitted for review and approval by the DRB.

Ms. Ray presented that the applicant proposes to add sago palms with seasonal color (to be changed out every month) in the four corners of the new entrance as well as Liriope to match the existing foundation plantings not impacted by the ramp/stair reconstruction. The landscaping was installed due to a scheduled annual meeting, but will be changed if necessary based on additional DRB comments. Staff recommends approval as submitted.

The applicant was not present. There was no public comment.

Chairman Gartner requested comments from the Board. The Board complimented the project.

Ms. Remke made a motion to **approve** the Hilton Head Beach and Tennis Remodel, DRB-001990-2015. Mr. Gentemann **seconded** the motion. The motion **passed** with a vote of 6-0-0.

10. New Business

A. Alteration/Addition

- Tiki Hut Thatched Roof Extension, DRB-000244-2016

Ms. Ray introduced the project and stated its location: 1 South Forest Beach Drive. Ms. Ray stated that the Board had approved plans related to this project, however, today's proposal is specific to two additions.

Ms. Ray presented that the applicant proposes to remove semi-permanent umbrellas adjacent to existing Tiki Hut and replace them with an expanded Tiki Hut. If the applicant decides to enclosure the expansion, a more uniform/appropriately sized enclosure system should be considered for new structure. Ms. Ray stated that the Forest Beach POA has reviewed and approved this project. Staff recommends approval as submitted.

Chairman Gartner requested that the applicant approach with any additional information. The applicant had no further information from the material in the Board's packet. There was no public comment.

Chairman Gartner requested comments from the Board. The Board complimented the project and the manner in which the new structure blends well with the original. The Board discussed the awnings to the proposed enclosure and questioned whether they would be permanent or temporary. The Board discussed the condition of the fronds on the existing Tiki Hut and questioned whether their replacement was recommended.

Mr. Gentemann made a motion to **approve** the Tiki Hut Thatched Roof Extension, DRB-000244-2016 with the condition that a drop down/ roll-up enclosure system to be appropriately sized and submitted for Staff review prior to fabrication and install; and any permanent system would need to be returned to DRB for approval. Mr. Hoffman **seconded** the motion. The motion **passed** with a vote of 6-0-0.

- Harbourside 3 – Canopy, DRB-000249-2016

Ms. Ray introduced the project and stated its location: 9 Harbourside Lane. Ms. Ray stated that the Board had approved the re-roof in July 2015.

Ms. Ray presented that the applicant proposes to replace existing canvas awnings to match roof replacement. Colors (terra cotta) and materials (stucco, wood, metal roof) are consistent with existing. Ms. Ray stated that Shelter Cove Company's ARB has reviewed and approved the plan. Staff recommends approval with the condition that consideration be given to the matching of the gutter to the adjacent surface.

The applicant was not present. There was no public comment.

Chairman Gartner requested comments from the Board. The Board complimented the colors and materials as being in accordance with the existing building structure. The Board expressed their agreement with Staff recommendation to match the color of the gutter and downspout to the adjacent surface. The Board discussed the North Canopy, particularly the possibility of water drainage issues and the alignment of the canopy with the building structure.

Chairman Gartner made a motion to **approve** the Harbourside 3 – Canopy, DRB-000249-2016 with the following conditions: 1) match all gutter colors to the adjacent surface; 2) change the downspout to match the color of the columns; and 3) suggest, if possible, moving the ridge on the North Canopy to align with the flat stucco wall above it. Ms. Remke **seconded** the motion. The motion **passed** with a vote of 6-0-0.

- Storage Unit (Southern Services), DRB-000248-2016

Ms. Ray introduced the project and stated its location: 10 Capital Drive.

Ms. Ray presented that the applicant proposes to add a metal storage building adjacent to their

existing parking. Staff has concerns that the project as submitted does not meet the intent of the Design Guide. Staff recommends approval of the project with conditions as outlined in the Design Team/DRB Comment Sheet.

Chairman Gartner requested that the applicant make a presentation. The applicant expressed cooperation with following the Design Guide and the DRB. There was no public comment.

Chairman Gartner requested comments from the Board. The Board discussed concerns of the proposed storage building's inability to meet certain criteria of the Design Guide. The Board discussed the following: 1) the lack of detail to the building façade; 2) creating a landscape plan, including adding tall plantings (+/- 4'-6' hedgerow) to screen the proposed building; 3) the placement of the building in relation to parking; 4) the measurement of the roof pitch as being too low; 5) the addition of roof overhangs; and 6) the elevation of the building. The Board further discussed the potential code issues with the stairs and hand rails.

The Board recommended the applicant withdraw the current proposal, review the Board's considerations and resubmit at a later date. The applicant agreed to do so and therefore, no motion was made.

B. New Development Final

- Premier Roofing, DRB-000250-2016

Ms. Ray introduced the project and its location: 85 Arrow Road. Ms. Ray stated that the Board had approved plans in November 2015 for the conceptual approval with conditions (as outlined in the Board's packet).

Ms. Ray presented the changes and additions since the conceptual stage. Staff recommends approval of the project with conditions as outlined in the Design Team/DRB Comment Sheet.

Chairman Gartner requested that the applicant make a presentation. The applicant expressed ongoing cooperation with following the Design Guide and the DRB. There was no public comment.

Chairman Gartner requested comments from the Board. The Board expressed appreciation to the applicant for changes made based on previous Board comments and complimented the appearance of these changes. The Board discussed several concerns including the consistency of the use of hardie shake; the entrance and landing modifications; the review and approval of the roof element and signage; the service yard fence keeping with the existing nearby tree; and the consistency of all lighting fixtures to be a bronze finish.

Mr. Strecker made a motion to **approve** the Premier Roofing, DRB-000250-2016 with the

following conditions: 1) the rear elevation be changed to hardie shake at the upper portion to match the front elevation; 2) the entry door and landing be modified as required to meet Building Code; 3) the new pedestrian entry door be storefront bronze in color; 4) the new loading dock door to match the existing; 5) the tongue and groove ceilings at the porch and sign roofs to match the building color; 6) the length of the roof element over the wall signage be coordinated with the signage itself and be reviewed and approved by Staff; 7) the new service yard fence at the entry side of the building be modified to work with the existing pine tree that is to remain; and 8) all light fixtures be of bronze finish. Mr. Gentemann **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 2:50 p.m.

Submitted by:

Approved by: 03/08/2016

Teresa Haley, Secretary

Jake Gartner, Chairman