

Town of Hilton Head Island
Minutes of the Design Review Board

Benjamin M. Racusin Council Chambers

March 22, 2016

1:15p.m.

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

Board Members Absent: None

Town Council Present: None

Town Staff Present: Jennifer Ray, Urban Designer
Jill Foster, Deputy Director of Community Development
Teri Lewis, LMO Official
Richard Spruce, Plans Examiner
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

Immediately preceding the meeting, the applicant of NYCP Inc., DRB-000439-2016 requested that the project be withdrawn. The Board **approved** the agenda as **amended** by general consent.

5. Approval of Minutes

The Board reviewed the minutes of the **March 8, 2016** meeting and **approved** the minutes by general consent.

6. Staff Report – None

7. Board Business – None

8. Old Business

A. Alteration/Addition

- Hickory Tavern (Shelter Cove Plaza), DRB-001493-2015

Ms. Ray introduced the project and stated its location: 32 Shelter Cove Lane. Ms. Ray stated that the DRB approved DRB-001493-2015 Alteration/Addition in August 2015 with conditions. The original submittal included a black awning and a condition of approval was that all items black in color including the awnings be changed to a dark to medium brown color. The revised drawings were submitted to Staff with the call out “New Sunbrella Unity Char (Dark Brown) 85002-0000 Fire Resistant Awning”. A sample was not provided, but the indication of dark brown would meet the DRB’s conditions. However, Staff identified the installed awning as black versus dark brown. The applicant requests that the DRB allow them to keep the awning as installed since it is not black as originally proposed.

Chairman Gartner requested that the applicant make a presentation. The applicant expressed that the awning color was intended to be in keeping with the Board’s prior decision.

Chairman Gartner requested comments from the Board. The Board complimented aspects of the project that have been completed as approved by the Board. The Board stated that the color of the awning was a significant component in previous discussion and approval. The Board expressed concern for reversing a prior decision and setting an adversarial precedent for future decisions. The Board expressed sympathy toward the applicant’s circumstances. However, the Board was in agreement that the awning looks black in color and therefore, needs to be changed as previously approved in accordance with the Design Guide. No motion was made.

- Shelter Cove Apts. East 1, DRB-000437-2016

(Ms. Theodore recused herself from review of application DRB-000437-2016 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: 47 Shelter Cove Lane. Ms. Ray stated that minor changes are proposed to the approved building elevations due to unit type changes. A fourth tier was added to the parking deck requiring modifications to the Shelter Cove Lane façade. Additionally, the base flood elevation had to be increased by 1’ requiring steps and ramps at the leasing office entry. The Shelter Cove Company ARB has approved this project. Furthermore, the proposed changes are in keeping with previously approved plans and with the Design Guide. Staff recommends approval as submitted.

Chairman Gartner requested that the applicant make a presentation. The applicant provided an in-depth description of the proposed changes to the project.

Chairman Gartner requested comments from the Board. The Board complimented the overall project, including the proposed changes.

Mr. Gentemann made a motion to **approve** DRB-000437-2016 as submitted. Mr. Hoffman **seconded** the motion. The motion **passed** with a vote of 6-0-0.

9. Unfinished Business - None

10. New Business

A. Alteration/Addition

- Tile Removal 278 Signs (Shelter Cove), DRB-000347-2016

Ms. Ray introduced the project and stated its location: King Neptune Drive at William Hilton Parkway and Shelter Cove Lane at William Hilton Parkway. Ms. Ray stated that the applicant proposes to remove existing Spanish tiles from two monument signs and expand stucco planters. The stucco will match existing and the planters will include seasonal color. The Shelter Cove Company ARB has approved this project. Staff recommends approval as submitted.

Chairman Gartner requested that the applicant make a presentation. The contractor of the project was present on the applicant's behalf. The contractor briefly explained the background and the intention of the project.

Chairman Gartner requested comments from the Board. The Board complimented the project and welcomed the proposed improvements.

Ms. Theodore made a motion to **approve** DRB-000347-2016 as submitted. Ms. Remke **seconded** the motion. The motion **passed** with a vote of 7-0-0.

- First Baptist Church Youth Building Repair & Improvements, DRB-000401-2016

Ms. Ray introduced the project and stated its location: 100 South Forest Beach Drive. Ms. Ray stated that the applicant proposes to replace the existing flat & 6/12 roof with a 3/12 roof with asphalt shingles in 'Weathered Wood'. Existing sliding glass doors are proposed to be replaced with windows and shiplap siding to match existing below the windows. The existing double entry door as well as a new single door are proposed to be etched glass similar to existing doors on other church buildings. The Forest Beach Owners Association ARB has approved this project. Staff recommends approval as submitted.

Chairman Gartner requested that the applicant make a presentation. The applicant stated that the main objective of the project is to fix the roof leaks.

Chairman Gartner requested comments from the Board. The Board expressed appreciation for replacing the flat roof. The Board discussed the color of the window frame and the paneling under and between the windows matching existing. The Board expressed concern for potential future leaks with the proposed roof.

Mr. Gentemann made a motion to **approve** DRB-000401-2016 with the following conditions: 1) all new doors and windows are to match existing, with the exception of the presented etched glass door; and 2) the entire exterior to be painted so that there are no variations in color. Ms. Theodore **seconded** the motion. The motion **passed** with a vote of 7-0-0.

- Shelter Cove Towne Centre Suite 111, DRB-000430-2016

(Ms. Theodore recused herself from review of application DRB-000430-2016 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: 28 Shelter Cove Lane, Suite 111. Ms. Ray stated that the applicant proposes to repaint existing building based on tenant request. The Shelter Cove Company ARB approved the tenant's request. Existing building is light green and proposed building is light gray. Staff recommends selecting a body and trim color that are more complimentary to existing colors to remain such as SW7071 "Gray Screen" (body) and SW7073 "Network Gray" (trim). Staff worked with the tenant since the packet was provided to the Board and came up with the following proposed options: SW6469 "Dewy" (body), SW6470 "Waterscape" (trim) and "Sunbrella Oyster 4642-0000 Awning/Marine Fabric". The storefront would remain as is. Staff recommends approval of the revised color scheme as presented.

Chairman Gartner requested that the applicant make a presentation. The applicant and tenant were present. The tenant thanked Ms. Ray for her efforts, then presented background on the theme and color palette of the store.

Chairman Gartner requested comments from the Board. The Board complimented the collaborative efforts of Staff and tenant to identify alternate color options in keeping with Shelter Cove Towne Centre. The Board discussed the proposed colors, including "Oyster" (awning) as keeping with the color palette of Shelter Cove Towne Centre.

Mr. Hoffman made a motion to **approve** DRB-000430-2016 as recently revised*. Mr. Gentemann **seconded** the motion. The motion **passed** with a vote of 5-1-0.

* SW6469 "Dewy" (body), SW6470 "Waterscape" (trim) and "Sunbrella Oyster 4642-0000 Awning/Marine Fabric"

B. New Development – Final

- HHI-IRC Additions & Renovations, DRB-000438-2016

(Mr. Strecker recused himself from review of application DRB-000438-2016 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: 20 Wilborn Road. Ms. Ray stated that the applicant proposes to upgrade the current outdated facilities at the Island Rec Center. The New Development – Conceptual approval occurred in January 2016 with conditions. Ms. Ray further presented an in-depth review of the project as provided in the Board's packet. Staff recommends approval with the following conditions: 1) provide plan indicating locations for all exterior lighting besides parking lot lighting; 2) provide detail or manufacturer's cut sheet for shade structures; 3) consider addition of evergreen shrubs to screen dumpster enclosure; 4) consider alternate color for porcelain wall tile; and 5) provide details for playground shade structure.

Chairman Gartner requested that the applicant make a presentation. The applicant expressed appreciation for Ms. Ray's presentation. The applicant addressed the Board's questions and

provided further clarification on certain aspects of the project.

Chairman Gartner requested comments from the Board. The Board commended the overall project and expressed enthusiasm to see the completed facility. The Board asked for clarification on the exterior lighting locations; the color and undertone of the stucco sample provided; and suitable wood finish for the dumpster enclosure – paint or stain. The Board discussed the concerns for the color “red” proposed for the wall tile; improving the variety of plantings in the landscape plan; and the addition of evergreens at the dumpster enclosure as recommended by Staff. The Board recommended shade at the playground area and the type of tree to achieve adequate shade (6” caliper); and the preferred height of the trees in the parking lot area (4” caliper).

Mr. Witmer made a motion to **approve** DRB-000438-2016 with the following conditions: 1) select a muted “red” color tile for Staff approval; 2) add more variety in the understory landscape plantings; 3) remove juniper from the inside of the playground area; 4) add one 6” caliper shade tree for the playground area; 5) add evergreens to screen the dumpster enclosure; 6) stain the dumpster enclosure to match the “honey knotty pine”; 7) replace the ligustrum hedge with a native or naturalized evergreen hedge; 8) add bollards at the main entry drop-off area; 9) add score jointing pattern or more detail at the drop-off area for Staff approval; and 10) recommend replacing the shade structure cloth “royal blue” with a more muted shade. Ms. Theodore **seconded** the motion. The motion **passed** with a vote of 6-0-0.

- Park Lane Office Building, DRB-000442-2016

(Mr. Witmer recused himself from review of application DRB-000442-2016 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: 10 Park Lane. Ms. Ray stated that the DRB approved New Development – Conceptual in February 2016 with conditions. Staff recommends no action be taken on submittal until additional materials are submitted. Staff recommends the following conditions: 1) submit details for fountain and pool; 2) submit color (including manufacturer’s name and number) and material samples; 3) submit lighting plan and cut sheets for each fixture type; 4) provide plant schedule that corresponds with proposed landscape plan; 5) clarify courtyard plan (identify all materials/elements); and 6) provide cut sheets for architectural panels and metal louvers.

Chairman Gartner asked the applicant to come forward. The applicant requested preliminary input on architecture and landscaping with the understanding that colors & material samples, fountain & pool details, and lighting are still required to be submitted for complete review.

Chairman Gartner requested comments from the Board. The Board complimented the project and the applicant for addressing the Board’s past concerns. The Board asked for clarification on certain aspects of the project, such as the architecture plan, the finish of the metal panels and the color of the hand rails. The Board expressed the need to view samples of specific colors and materials so that they may determine whether all is in keeping with the Design Guide. The Board discussed the starkness of the white color would not be in keeping with the Design Guide and suggested keeping in the gray or beige color palette. The Board discussed the removal of the 48” laurel oak tree and that they would like to see a separate site plan of the plantings being removed.

The Board recommended the applicant review the considerations provided by the Board and Staff and resubmit at a future date. The applicant agreed to do so and therefore, no motion was made.

11. Appearances by Citizens – None

12. Adjournment

Chairman Gartner adjourned the meeting at 3:05p.m.

Submitted by:

Approved by: April 26, 2016

Teresa Haley, Secretary

Dale Strecker, Vice Chairman