



The Town of Hilton Head Island
Design Review Board Regular Meeting
Tuesday, June 25, 2019 – 1:15 p.m.
Benjamin M. Racusin Council Chambers
AGENDA

As a courtesy to others please turn off / silence ALL mobile devices during the meeting. Thank you.

- 1. Call to Order**
- 2. FOIA Compliance** – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
- 3. Presentation of the Town’s Crystal Award to Board Member Kyle Theodore** – *Presented by Josh Gruber, Assistant Town Manager*
- 4. Roll Call**
- 5. Approval of Agenda**
- 6. Approval of Minutes** – Meeting of June 11, 2019
- 7. New Business**
- 8. Appearance by Citizens**
- 9. Board Business**
 - a. Consideration of recommendations to the LMO Committee regarding changes to the size of signs
 - b. Election of Officers for term July 1, 2019 – June 30, 2020
- 10. Staff Report**
 - a. Minor Corridor Report
- 11. Adjournment**

Please note that a quorum of Town Council may result if four (4) or more of their members attend this meeting.



Town of Hilton Head Island
Design Review Board
Tuesday, June 11, 2019 at 1:15 p.m.
Conference Room 3

MEETING MINUTES

Present from the Board: Chairman Dale Strecker, Debbie Remke, Brian Witmer, Kyle Theodore, Cathy Foss

Absent from the Board: Vice Chairman Michael Gentemann (excused)

Present from Town Council: David Ames, Tamara Becker

Present from Town Staff: Chris Darnell, Urban Designer; Carolyn Grant, Communications Director; Teresa Haley, Senior Administrative Assistant; Taylor Ladd, Senior Planner; Missy Luick, Senior Planner

1. Call to Order

Chairman Strecker called the meeting to order at 1:15 p.m.

2. FOIA Compliance – Public notification of this meeting has been published, posted, and mailed in compliance with the South Carolina Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Roll Call – See as noted above.

4. Approval of Agenda

Mr. Darnell indicated the Temporary Construction Fence Mural for Lowcountry Celebration Park, DRB-001225-2019 was withdrawn prior to the meeting and will be resubmitted for a future meeting. The Board approved the amended agenda by general consent.

5. Approval of Minutes – Meeting of May 28, 2019

Ms. Remke moved to approve the minutes of the May 28, 2019 regular meeting as submitted. Ms. Foss seconded. The motion passed unanimously.

6. New Business

a. New Development – Final

i. Hilton Head Presbyterian Ministry Building, DRB-001222-2019

Mr. Darnell introduced the project and described its location. Mr. Darnell presented the project as provided in the Board's agenda package. Staff recommends approval as submitted.

Chairman Strecker asked if the applicant would like to add to Staff's narrative. The applicant answered the Board's questions.

Chairman Strecker asked for public comments and none were received.

Chairman Strecker asked the Board for comments. The Board complimented the project. The Board expressed concerns regarding the proposed storefront, gutter, and steel awning appear

to be black in color, and the proposed stucco appears to be white in color, both of which are not in keeping with the Design Guide. The Board expressed those material samples could be submitted to and reviewed by Staff. The applicant indicated the roof and stucco colors will match the existing on the church building. The enclosure fence will be finished on both sides where the fence faces William Hilton Parkway. The Board inquired about the two fascia board colors and the gutter colors. Each fascia shall match the color of the material it is adjacent to on the face of the building. The applicant will provide samples.

The Board discussed adding landscaping at the building entrance to buffer the area between the building and the parking area. The Board placed emphasis on adding a vertical landscape element to that area and specifically an Evergreen plant material. The Board inquired about an opportunity for landscaping at the existing median between the parking and the applicant indicated landscaping will be added there. The Board inquired about the lighting plan. The applicant described the fixtures and the locations. The Board indicated a plan will need to be submitted for Staff review and approval.

Ms. Theodore made a motion to approve DRB-001222-2019 with the following conditions:

1. Add enlarged evergreen plant materials between the parking lot and the front of the building and submit to Staff for review and approval;
2. All elements designated a charcoal color, which includes storefront, gutter, and steel awning, shall be submitted to Staff for review and approval;
3. The stucco shall match the existing building stucco color;
4. The fascias shall match the color of the material they are adjacent to in terms of the building face;
5. The lighting plan shall be submitted to Staff for review and approval.

Ms. Remke seconded. The motion passed with a vote of 5-0-0.

b. Alteration/Addition

i. Alex Patterson Place, DRB-000732-2019

Mr. Darnell introduced the project and described its location. Mr. Darnell presented the project as provided in the Board's agenda package. Staff recommends denial as submitted for the following reasons:

1. The buffer planting in the proposed landscape plan does not meet the LMO requirements.
2. No effort has been made to preserve existing trees and under story plants. Staff recommends a pre and post construction fertilization program for the remaining large oaks. Since most of the vegetation on the site was removed during construction of the single family homes, the remaining four largest Live Oak should receive a pre construction mycor treatment and post construction fertilization from a certified arborist. Staff further recommends permanent protection for the largest oak. The 49"/36" should receive permanent bollard or fence protection to prevent vehicles from being parked under it.
3. Bike racks are required.
4. There are no sidewalks proposed. This development could be subdivided at some point in the future.

Chairman Strecker asked if the applicant would like to add to Staff's narrative. The applicant presented revised landscape plan and landscape buffer planting. The applicant presented statements about the project and answered the Board's questions.

Chairman Strecker asked for public comments and the following were received: support for landscaping to provide screening of mechanical equipment; and addressing the staff recommendation to add sidewalks.

Chairman Strecker asked the Board for comments. The Board made comment and inquiries regarding: the Ligustrum should be replaced with a native or naturalized plant species; agreement with Staff comments regarding the Live Oaks; add street trees between the parking bays to help soften and break up the amount of pavement on site; modify the bike racks to appear more residential than commercial; the buffer planting size required is 36" installed; the mechanical equipment needs to be enclosed or screened with landscaping; compliments on the overall architecture and colors; add wood foundation enclosures on the new homes to break up the repetition of architecture; the size of the shutters should match the size of the window when closed; and it would be challenging to configure a sidewalk since the new homes are not contiguous.

Mr. Witmer made a motion to approve DRB-000732-2019 with the following conditions:

1. Add wood foundation enclosures on all new homes and paint to match existing stucco pier color.
2. Increase shutter size to match the width of the window as if it were closed.
3. Add street trees in the landscape medians between the parking bays. The trees are required to be a minimum height of 10 feet at the time of planting.
4. Screen HVAC units from the street side with either (a) Evergreen landscape plantings that are a minimum height of 36 inches or (b) wood screening to match wood foundation enclosure.
5. Replace the Ligustrum with native or naturalized species.
6. Add wood post bollard to protect the 49, 36 Live Oak from vehicle parking.
7. Meet with Staff to confirm that buffer plantings meet LMO requirements.
8. Provide certification from an arborist of mycor and fertilization of the four largest oaks left on the site.

Ms. Theodore seconded. The motion passed with a vote of 5-0-0.

7. Appearance by Citizens – None

8. Board Business

Mr. Darnell noted that at the June 28th meeting, the Board will elect officers for the July 1, 2019 – June 30, 2020 term and hold a reception for outgoing Board Member Kyle Theodore.

9. Staff Report

- a. Minor Corridor Report – None

10. Adjournment

The meeting was adjourned at 2:52 p.m.

Submitted by: Teresa Haley, Secretary

Approved: