

Design Review Board Meeting Tuesday June 13, 2023 – 2:30 p.m. AGENDA

The Design Review Board meeting will be held in person at Town Hall in the Benjamin M. Racusin Council Chambers.

- 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. Roll Call
- 4. Approval of Agenda
- 5. Approval of Minutes
 - a. Meeting of May 10, 2023, Regular Meeting
- 6. Appearance by Citizens

Citizens may submit written comments via the <u>Town's Open Town Hall Portal</u>. The portal will close at 4:30 p.m., the day before the meeting. Comments submitted through the portal will be provided to the Design Review Board and made part of the official record.

- 7. Unfinished Business
 - a. Sign DRB-000917-2023 Modifications to an existing Walmart sign
 - b. Alteration/Addition DRB-000920-2023 External color changes to Walmart Building
- 8. New Business
- 9. Board Business
- 10. Staff Report
 - a. Minor Corridor Report
- 11. Adjournment

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



Design Review Board Meeting

May 10, 2023, at 9:00 a.m.

MEETING MINUTES

Present from the Board: Cathy Foss, Chair; Judd Carstens, Vice-Chair; Annette Lippert;

Todd Theodore; Tom Parker

Absent from the Commission: Ryan Bassett and John Moleski

Present from Town Staff: Brian Eber, *Development Services Manager*; Shea Farrar, *Senior Planner*; Krishana Perry, *Principal Planner - Historic Neighborhood Preservation*; Karen Knox, *Board Secretary*; Brian Glover, *Administrative Assistant*

1. Call to Order

Chair Foss called the meeting to order at 9:00 a.m.

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. Roll Call

As noted above.

4. Approval of Agenda

Chair Foss asked if the staff had any changes to the agenda. Ms. Farrar said yes – Board Business was erroneously left off the agenda, and it needs to be added back in for a discussion on awnings by Ms. Lippert. Chair Foss asked for a Motion to approve the Amended Agenda. Vice-Chair Carstens moved to approve. Mr. Theodore seconded. By a show of hands, the Motion passed with a vote of 5-0.

5. Approval of Minutes

a) Regular Meeting of April 25, 2023

Chair Foss asked for a Motion to approve the Minutes of April 25, 2023. Ms. Lippert moved to approve. Vice Chair Carstens seconded. By a show of hands, the Motion passed with a vote of 4-0. Mr. Theodore was not present at the April 25, 2023, meeting.

6. Appearance by Citizens

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. No comments were received on the Open Town Hall Portal. No citizens spoke at the meeting.

7. Unfinished Business

a) Alteration/Addition - DRB-000822-2023 - Awning addition to Captain Woody's at 14B Executive Park Road

Ms. Farrar provided the staff's presentation as included in the packet. The staff recommended approval with the condition that the applicant provides updated plans for staff review and approval with the following:

- 1. Conduit for electrical lines painted to match the awning truss system.
- 2. Change Ligustrum to a native species to be reviewed by staff.

Following the staff's presentation, the applicant provided additional details to the Board. The board asked about several topics, including:

- Plantings/Planting beds
- Wheel stops
- New and existing lighting
- Differences between the architectural and shop drawings
- Column details

Chair Foss asked for a motion on the application. Mr. Parker moved to approve with the following conditions:

- 1. All staff comments.
- 2. The Awning is the color previously discussed.
- 3. Wheel Stops are added to the project.
- 4. The Architect's roof plan is used.
- 5. A licensed arborist is used for any trimming.

Mr. Theodore seconded the Motion. The Motion carried with a vote of 5-0-0.

8. New Business

a) Sign - DRB-000917-2023 - Modifications to an existing Walmart sign

Ms. Farrar provided the staff's presentation as included in the packet. The staff recommended approval with the condition that the applicant provides updated plans for staff review and approval with the following:

- 1. Alternative color to the proposed blue identified and approved by two members of the DRB. Refer to Design Guide, page 27, which states: "Bright colors and reflective surfaces should be avoided or very limited in size and used as accents rather than predominant design elements."
- 2. Landscape plan to be submitted with the sign permit.

Following the staff's presentation, the applicant provided additional details and answered questions from the board. The Board asked about several topics, including:

- The existing and new colors
- The sign's size.
- The sign's lighting.
- The sign's materials and samples.

After the discussion, Chair Foss moved to table the item to the June 13th, 2023, meeting. Ms. Lippert seconded the motion.

b) Alteration/Addition – DRB-000920-2023 – External color changes to Walmart Building

Ms. Farrar provided the staff's presentation as included in the packet. The staff recommended approval with the condition that the applicant provides updated plans for staff review and approval with the following:

1. Alternative color to proposed blue identified and approved by two members of the DRB. Refer to Design Guide, page 16, which states: "CONTEXT The overall exterior color scheme must be selected to be harmonious with the neighborhood and blend with the natural surroundings of the site. Earth tones must be chosen as the predominant colors. Colors shall not be used to cause the structure to stand out from others or its background. Consideration must be given to the compatibility of colors with those existing in the vicinity. The size of the structure and the amount of shading it will receive are also factors in the selection of colors. Colors that may be approved on sites with good tree coverage providing adequate shading may not be approved on a site with inadequate shading."

Following the staff's presentation, the applicant provided an additional presentation and answered questions from the board. The Board asked about the project's scope, the garden area entrance, the shade of blue, and the door replacement.

After the discussion, Chair Foss moved to table the item to the June 13th, 2023, meeting. Mr. Parker seconded the motion.

c) Alteration/Addition - DRB-0000860-2023 - 1036 William Hilton Parkway (Ozark Bank) -

Ms. Farrar provided the staff's presentation as included in the packet. The staff recommended approval.

Following the staff's presentation, the applicant provided additional details and answered questions from the Board. The Board asked about the color approval from Shelter Cove and if existing doors would be repainted.

Ms. Lippert moved to approve with the following conditions:

- 1. The door frames are the stucco color
- 2. The underside of the metal pans is sealskin
- 3. The flooring is the beige color

Ms. Lippert amended the motion to include that the painting of the exterior includes the site walls.

Mr. Theodore seconded the motion. The motion was carried with a vote of 5-0.

d) Sign - DRB-001052-2023 - Sign for The Bank at 59 Pope Avenue

Mr. Carstens recused himself from this agenda item.

Ms. Farrar provided the staff's presentation as included in the packet. The staff recommended approval.

Following the staff presentation, the applicant provided an additional presentation and answered questions from the Board.

The Board expressed concerns outlined below:

- The sign may open the door for other sign applications, which include the usage of the company logo as a sign.
- High contrast in the color scheme.

The Board suggested that the applicant consider using other color combinations, such as Charleston Green for the lettering and the building color for the background.

Chair Foss moved to table the item to the May 23rd, 2023, meeting. Ms. Lippert seconded the motion.

9. Board Business

The Board discussed the use of awnings, which has recently become more popular. The Board expressed concerns about using large awnings to obtain more usable table space. The Board stated that they would like staff to investigate adding more clarifications about awning usage in the design guidelines.

10. Staff Report

a) Minor Corridor Report No Report

11. Adjournment

The meeting adjourned at 10:45 a.m.

Submitted By:	
	Brian Glover
	Administrative Assistant
Date:	



Community Development Department One Town Center Court

One Town Center Court
Hilton Head Island, SC 29928
Phone: 843-341-4757 Fax: 843-842-8908

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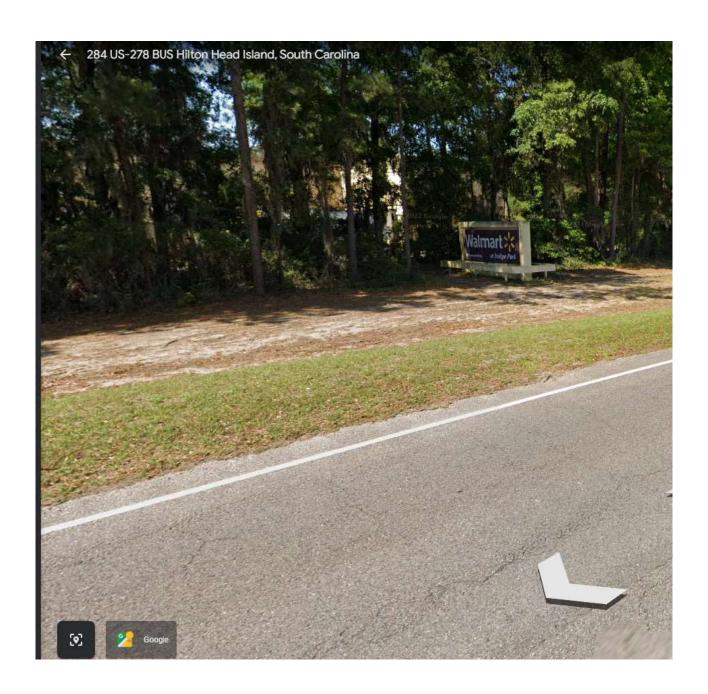
FOR OFFICIAL USE ONLY
Date Received:
Accepted by:
DRB #:
Meeting Date:

Applicant/Agent Name: Margie Yarton-Higgins	Company: Massa Multimedia Architecture
Mailing Address: 3297 Route 66 Neptune	City: Neptune State: NJ Zip: 07753
Fax:	
Project Name: Walmart	Project Addres €5 Pembroke Drive Hilton Head
Parcel Number [PIN]: R 5 1 0 0 0 8 0 0 0	0 3 7 3 0 0 0 0
Zoning District: Community Commercial Zone	Overlay District(s):
COPPINOD I	DEVIEW MATOD
	REVIEW, MAJOR
DESIGN REVIEW BOARD (DR	B) SUBMITTAL REQUIREMENTS
Digital Submissions was be accepted sign a weil by a	allina 042 241 4757
<u>Digital Submissions may be accepted via e-mail by co</u>	uung 643-341-4/3/.
Project Category:	A10 - 01 - 7A 1100
Concept Approval – Proposed Development Final Approval – Proposed Development	Alteration/Addition X Sign
	515H
Submittal Requirements for <i>All</i> projects:	
jurisdiction of an ARB, the applicant shall subr	tice of Action (if applicable): When a project is within the mit such ARB's written notice of action per LMO Section 16-the ARB to meet this requirement is the <u>responsibility of the</u>
Filing Fee: Concept Approval-Proposed Develo	opment \$175, Final Approval – Proposed Development \$175, r 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 litree protection regulations of Sec. 16-6-104.C.2 beaches.	ines, existing topography and the location of trees meeting the 2, and if applicable, location of bordering streets, marshes and
A site analysis study to include specimen trees, views, orientation and other site features that m	•
A draft written narrative describing the design in reflects the site analysis results.	intent of the project, its goals and objectives and how it
Context photographs of neighboring uses and a	rchitectural styles.
	ed location of new structures, parking areas and landscaping. ons showing architectural character of the proposed nd landscaping.

Last Revised 01/21/15

Additional Submittal Requirements: Final Approval – Proposed Development A final written narrative describing how the project conformation of the project conformation o	ma with the concentral approval and decision
review guidelines of Sec. 16-3-106.F.3. Final site development plan meeting the requirements of A Final site lighting and landscaping plans meeting the requirements of A Final floor plans and elevation drawings (1/8"=1'-0" minir colors with architectural sections and details to adequately	appendix D: D-6.F. rements of Appendix D: D-6.H and D-6.I. num scale) showing exterior building materials and
A color board (11"x17" maximum) containing actual color elevations, and indicating the manufacturer's name and co Any additional information requested by the Design Revie scale model or color renderings, that the Board finds nece	lor designation. w Board at the time of concept approval, such as
Additional Submittal Requirements: Alterations/Additions All of the materials required for final approval of propose	d development as listed above, plus the following
additional materials. A survey (1"=30' minimum scale) of property lines, existing tree protection regulations of Sec. 16-6-104.C.2, and if applications. Photographs of existing structure.	
Additional Submittal Requirements:	
Signs Accurate color rendering of sign showing dimensions, typ	e of lettering, materials and actual color samples.
For freestanding signs: Site plan (1"=30' minimum scale) showing location of sig and property lines Proposed landscaping plan.	n in relation to buildings, parking, existing signs,
For wall signs: X Photograph or drawing of the building depicting the proposed 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 th	e meeting.
Are there recorded private covenants and/or restrictions the proposed request? If yes, a copy of the private covenanthis application. YES NO	
To the best of my knowledge, the information on this appl factual, and complete. I hereby agree to abide by all condition Head Island. I understand that such conditions shall apply obligation transferable by sale.	s of any approvals granted by the Town of Hilton
I further understand that in the event of a State of Emergency set forth in the Land Management Ordinance may be suspende	•
— DocuSigned by: Margie Yarton-Higgins Massa Multimedia Architecture	4/18/2023
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Last Revised 01/21/15 2

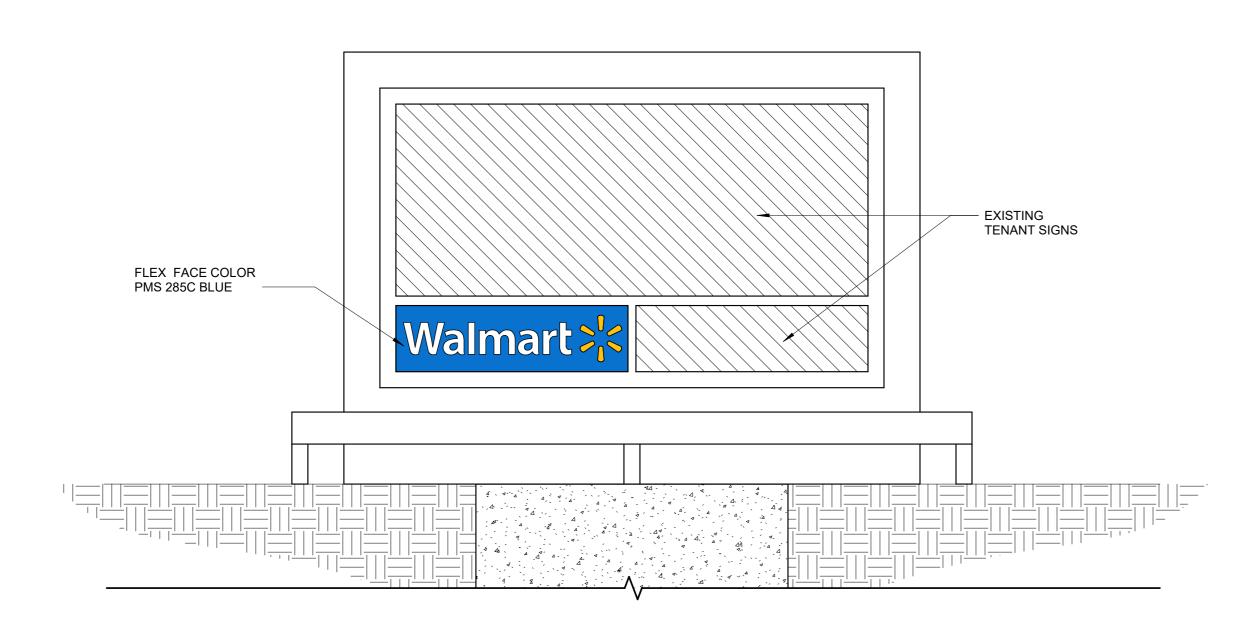




	COLOR LEGEND
P#	COLOR NAME
P49E	DARK GRAY
P134E	LIGHT GRAY
P135E	MEDIUM GRAY
P162E	BLACK GRAY
P76U	WALMART BLUE (URETHANE-LIKE)



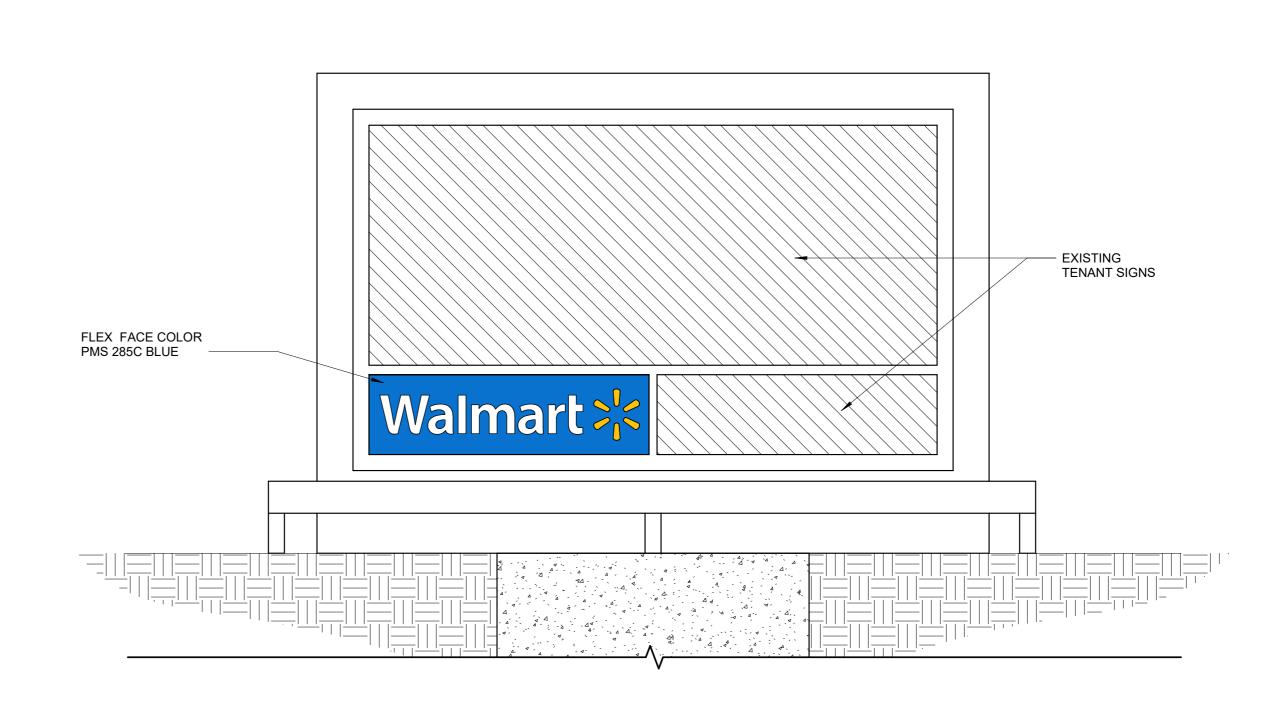
4 MONUMENT SIGN (2) 1/2" = 1'-0"



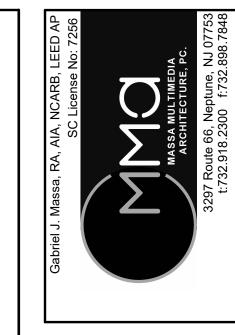
2 TENANT SIGN (2)
1/2" = 1'-0"



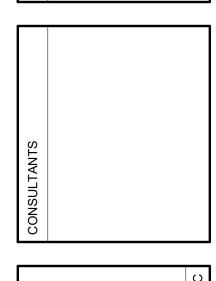
3 MONUMENT SIGN (1) 1/2" = 1'-0"



1 TENANT SIGN (1)







HILTON HEAD ISLAND, SC

25 PEMBROKE DR

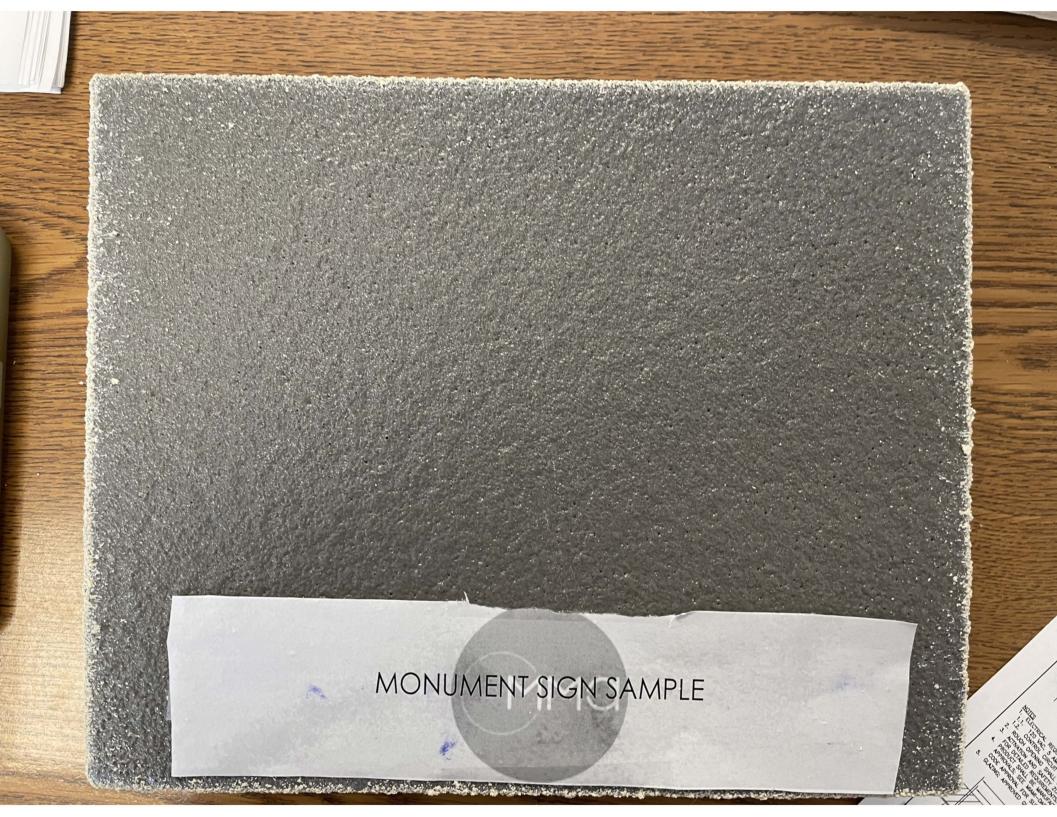
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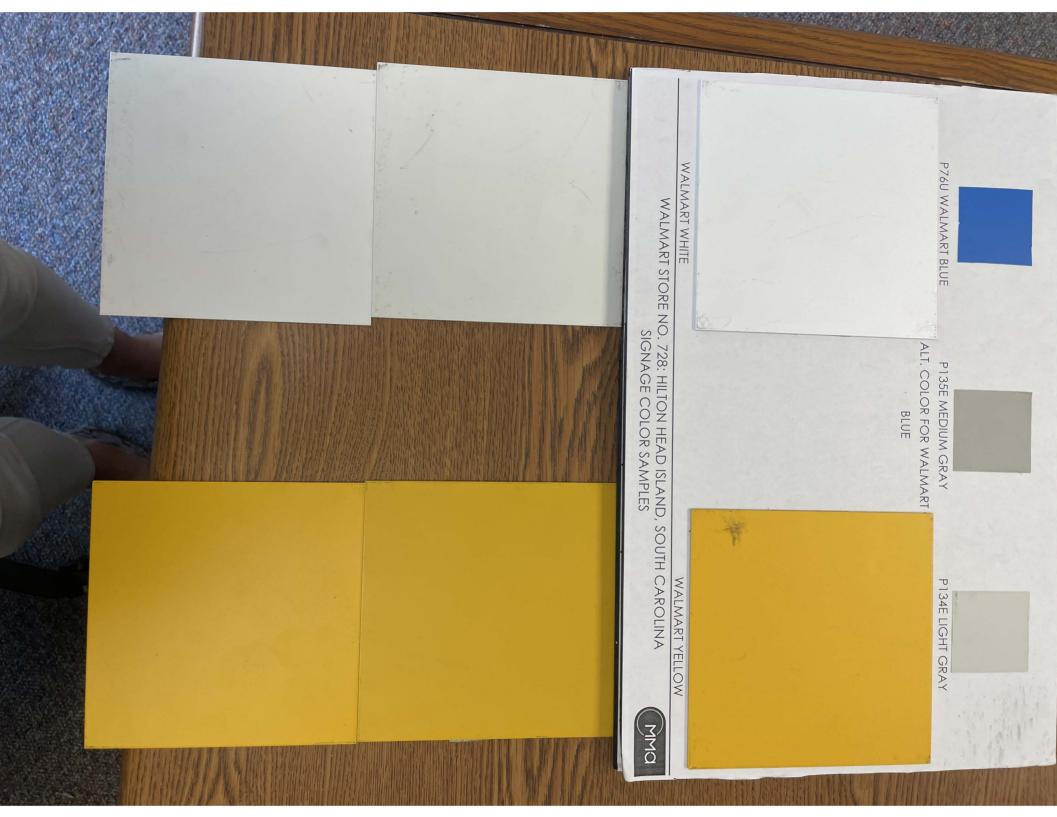
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PROTO CYCLE: 0	1/27/23
DOCUMENT DATE: 0	4/06/23

EXTERIOR SIGNAGE

A2.1





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.

RECOMMENDED CONDITIONS: Provide updated plans for staff review and approval with the following: 1. Alternative color to proposed blue identified and approved by two members of the DRB. Refer to Design Guide, page 27, which states: "Bright colors and reflective surfaces should be avoided or very limited in size and used as accents rather than predominant design elements." 2. Landscape plan to be submitted with the sign permit. 3. Update to proposed "Walmart Yellow," to "Walmart Yellow – Very Dark Matte," to better align with the design principle on page 27 of the Design Guide. 4. Update to proposed "Walmart White," to "Walmart White – Way Off White Matte," to better align with the design principle on page 27 of the Design Guide.	PROJECT NAME: Plan Updates to HHI Walmart #728	DRB#: DRB-00917-2023		
RECOMMENDED CONDITIONS: Provide updated plans for staff review and approval with the following: 1. Alternative color to proposed blue identified and approved by two members of the DRB. Refer to Design Guide, page 27, which states: "Bright colors and reflective surfaces should be avoided or very limited in size and used as accents rather than predominant design elements." 2. Landscape plan to be submitted with the sign permit. 3. Update to proposed "Walmart Yellow," to "Walmart Yellow – Very Dark Matte," to better align with the design principle on page 27 of the Design Guide. 4. Update to proposed "Walmart White," to "Walmart White – Way Off White Matte," to better align with the design principle on page 27 of the Design Guide. **MISC COMMENTS/QUESTIONS**	DATE: June 13, 2023	CATEGORY: Alteration/Addition		
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1. None	MISC COMMENTS/QUESTIONS			
	1. None			
	1. None			



Community Development Department

One Town Center Court Hilton Head Island, SC 29928 Phone: 843-341-4757 Fax: 843-842-8908

www.hiltonheadislandsc.gov

FOR OFFICIA	L USE ONLY
Date Received:	
Accepted by:	
DRB #:	
Meeting Date:	

Applicant/Agent Name: Margie Yarton-Higgins	Company: Massa Multimedia Architecture		
Mailing Address: 3297 Route 66 Neptune	City: Neptune State: NJ Zip: 07753		
Telephone: 732-455-3840 Fax:	E-mail: mhiggins@mma-architects.com		
Project Name: Walmart P	roject Addres&5 Pembroke Drive Hilton Head		
Parcel Number [PIN]: R 5 1 0 0 0 8 0 0 0 0	3730000		
Zoning District: Community Commercial Zone O	verlay District(s):		
CORRIDOR RE	EVIEW, MAJOR		
DESIGN REVIEW BOARD (DRB) SUBMITTAL REQUIREMENTS		
Digital Submissions may be accepted via e-mail by call	ing 843-341-4757.		
Project Category:			
Concept Approval – Proposed Development	X Alteration/Addition		
Final Approval – Proposed Development	Sign		
Submittal Requirements for <i>All</i> 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.			
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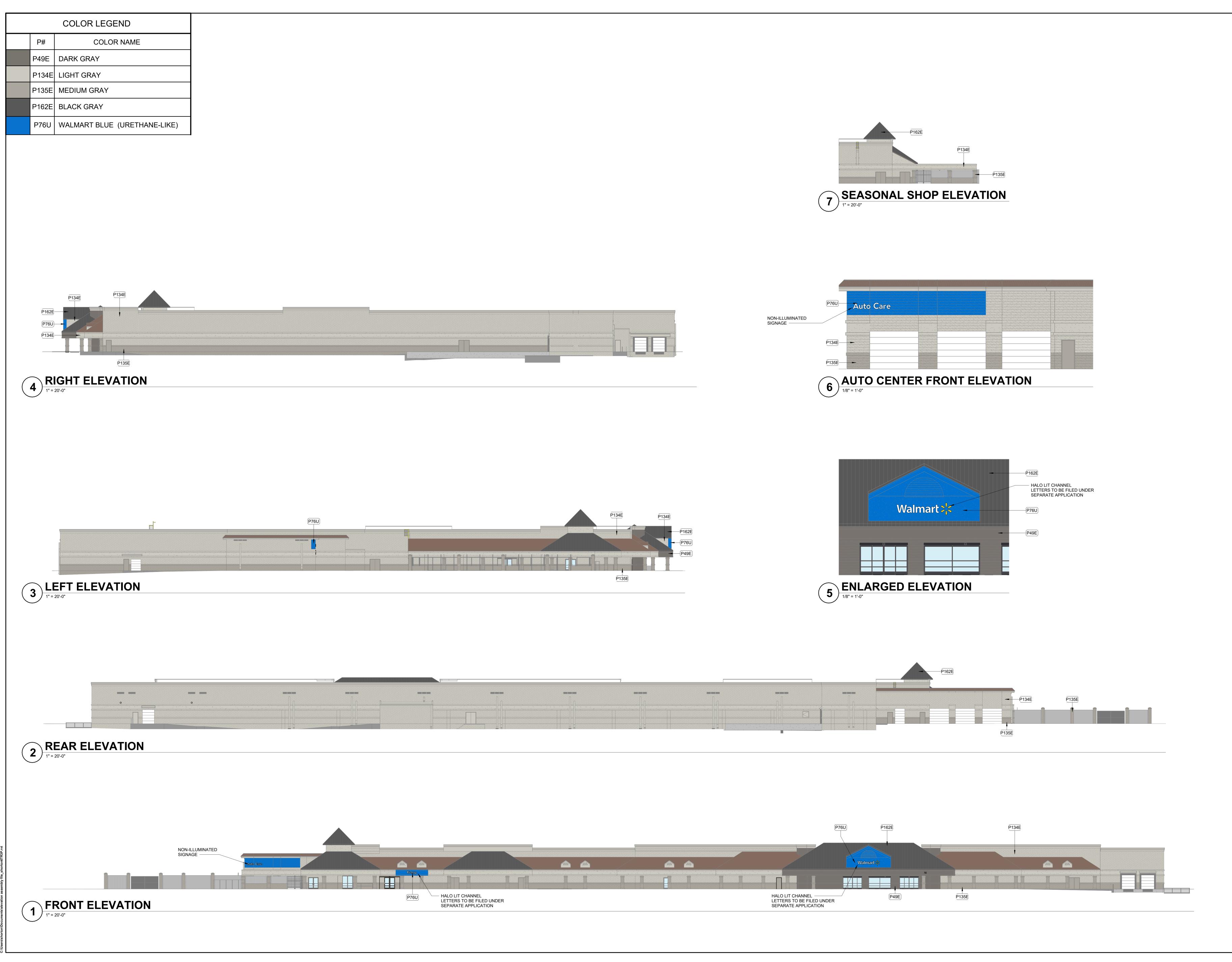
Last Revised 01/21/15

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 application. YES XNO To the best of my knowledge, the information on this application and all additional documentation is to factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hill Head Island. I understand that such conditions shall apply to the subject property only and are a right			
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 application. YES NO To the best of my knowledge, the information on this application and all additional documentation is to factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hillead Island. I understand that such conditions shall apply to the subject property only and are a right	Final Approval – Proposed Developmen A final written narrative describing review guidelines of Sec. 16-3-106. Final site development plan meeting Final site lighting and landscaping prinal floor plans and elevation draw colors with architectural sections and A color board (11"x17" maximum) elevations, and indicating the manual Any additional information requests.	how the project conforms with F.3. g the requirements of Appendix plans meeting the requirements vings (1/8"=1'-0" minimum scand details to adequately describe containing actual color sample afacturer's name and color designed by the Design Review Board	a D: D-6.F. of Appendix D: D-6.H and D-6.I. le) showing exterior building materials and be the project. so of all exterior finishes, keyed to the gnation. d at the time of concept approval, such as
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	factual, and complete. I hereby agree to a Head Island. I understand that such co- obligation transferable by sale.	abide by all conditions of any inditions shall apply to the	y approvals granted by the Town of Hilto subject property only and are a right
I further understand that in the event of a State of Emergency due to a Disaster, the review and approval tir set forth in the Land Management Ordinance may be suspended. Docusigned by: 4/18/2023	set forth in the Land Management Ordina Docusigned by: Margie Yarton-Higgins Massa Multime	nce may be suspended.	

Last Revised 01/21/15 2







Gabriel J. Massa, RA, AIA, NCARB, LEED AP SC License No: 7256

SC License No: 7256

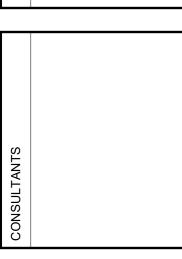
MASSA MULTIMEDIA ARCHITECTURE, PC.

3297 Route 66, Neptune, NJ 07753 t:732.918.2300 f:732.898.7848

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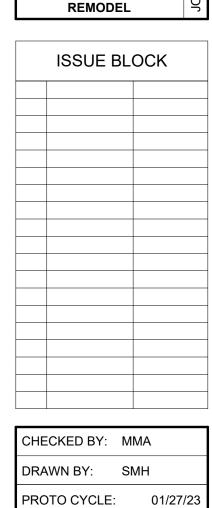


HILTON HEAD ISLAND, SC

25 PEMBROKE DR

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DOCUMENT DATE: 04/06/23

EXTERIOR ELEVATIONS

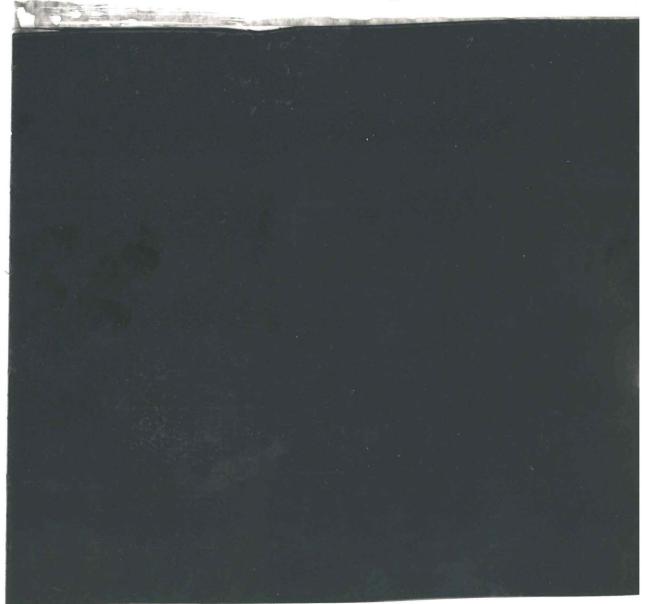
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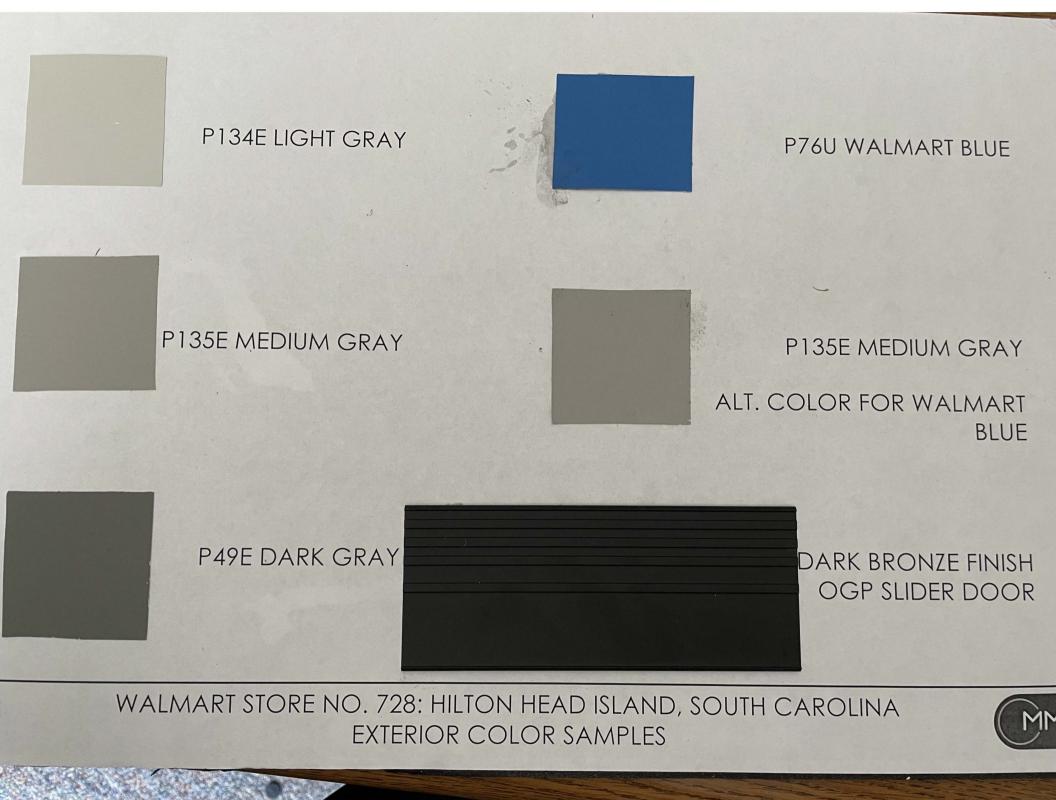
DESIGN TEAM/DRB COMMENT SHEET

The comments below are staff recommendations to the Design Review Board (DRB) and do NOT constitute DRB approval or denial.

PROJECT NAME: Walmart Exterior Modifications	DRB#: DRB-000920-2023		
DATE: June 13, 2023	CATEGORY: Alteration/Addition		
RECOMMENDATION: Approval	Denial		
RECOMMENDED CONDITIONS:			
Provide updated plans for staff review and approval with the following:			
I. Alternative color to proposed blue identified and approved by two members of the DRB. Refer to Design Guide, page 16, which states: "CONTEXT The overall exterior color scheme must be selected to be harmonious with the neighborhood and blend with the natural surroundings of the site. Earth tones must be chosen as the predominant colors. Colors shall not be used to cause the structure to stand out from others or its background. Consideration must be given to the compatibility of colors with those existing in the vicinity. The size of the structure and the amount of shading it will receive are also factors in the selection of colors. Colors that may be approved on sites with good tree coverage providing adequate shading may not be approved on a site with inadequate shading."			
MISC COMMENTS/QUESTIONS			

WAIMART CHARCOAL PIGZE (BLACK GRAY)





STANLEY.

Access Technologies

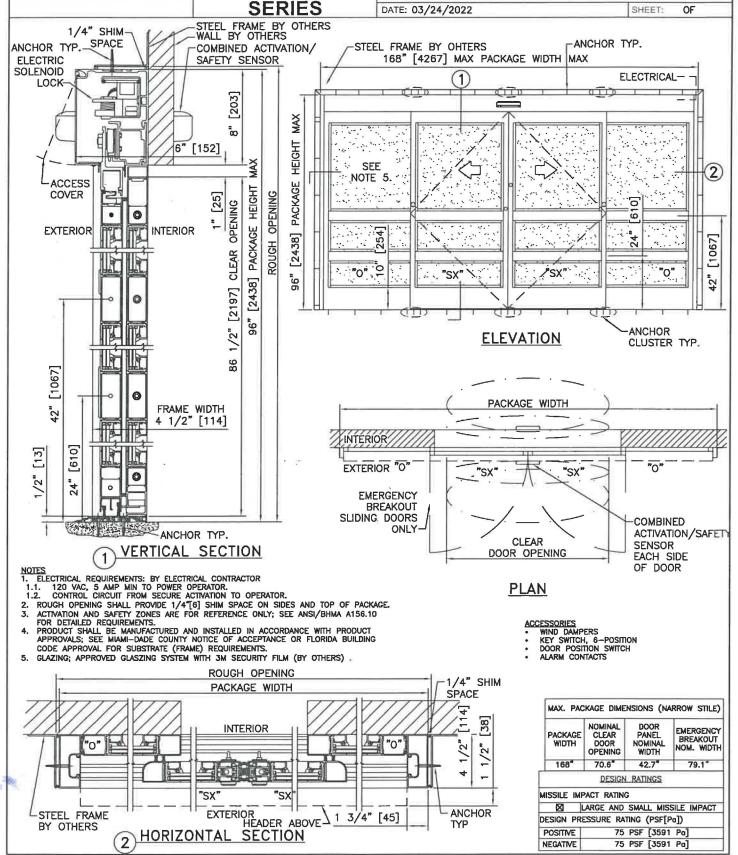
DURA-STORM 2000 IMPACT

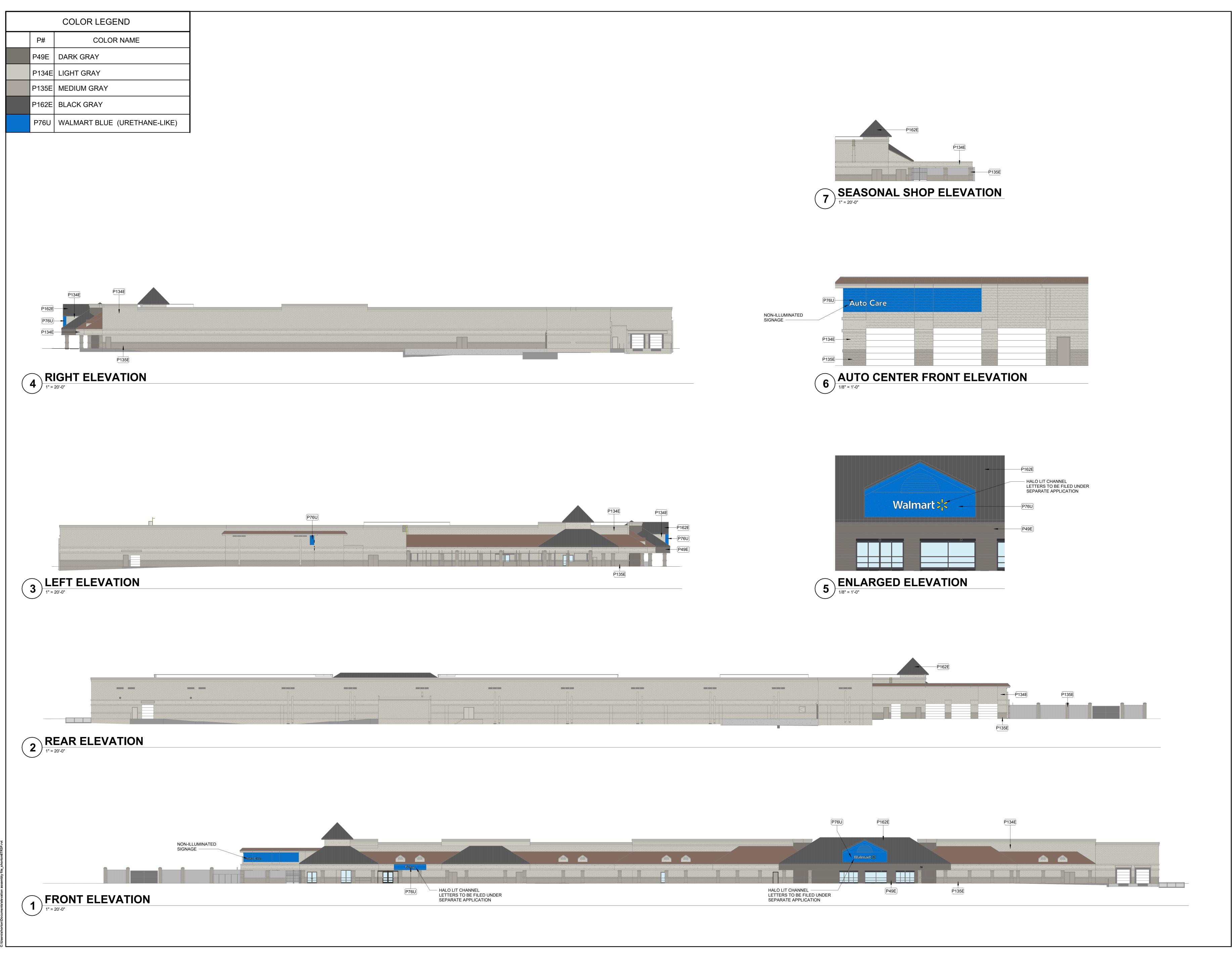
BI-PARTING WITH AUTOMATIC LOCKING, SURFACE APPLIED
PROJECT INFORMATION

PROJECT NAME: WALMART OGP 2.0

LOCATION: (HURRICANE, IMPACT)

DOOR NUMBER(S): TYPICAL

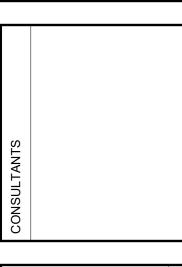




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HILTON HEAD ISLAND, SC

25 PEMBROKE DR

STORE NO: 00728 - 276

JOB NUMBER: 194-22-030 PROTO: 150 SC

REMODEL S

ISSUE BLOCK

CHECKED BY: MMA

DRAWN BY: SMH

PROTO CYCLE: 01/27/23

DOCUMENT DATE: 04/06/23

EXTERIOR ELEVATIONS

A2.0