



Town of Hilton Head Island
Design Review Board Meeting
December 8, 2020 at 1:15 p.m. Virtual Meeting
MEETING MINUTES

Present from the Board: Vice Chair Cathy Foss, David McAllister, Judd Carstens, Annette Lippert, John Moleski, Debbie Remke

Absent from the Board: Chairman Michael Gentemann (excused)

Present from Town Council: Tamara Becker, Glenn Stanford

Present from Town Staff: Chris Darnell, Urban Designer; Nicole Dixon, Development Review Administrator; Cindaia Ervin, Finance Assistant; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Acting Chair Foss called the meeting to order at 1:15 p.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 – See as noted above.

4. Approval of Agenda

Mr. Darnell proposed two changes to the agenda: (i) postpone Board Business review of the letter to Town Council regarding Building Height Limits and Setback Standards to the first meeting in January, and (ii) move DRB-002374-2020 Piggly Wiggly Addition as the first project review on the agenda to accommodate the applicant's schedule. Chair Foss asked for a motion to approve the agenda as amended. Mr. McAllister moved to approve. Ms. Lippert seconded. By way of roll call, the motion passed with a vote of 6-0-0.

5. Approval of Minutes

a. Meeting of November 10, 2020

Chair Foss asked for a motion to approve the minutes of the November 10, 2020 meeting. Mr. McAllister moved to approve. Mr. Carstens seconded. By way of roll call, the motion passed with a vote of 6-0-0.

6. Citizen Comments

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. All comments received were provided to the Board for review and made part of the official record. Citizens were provided the option to sign up for public comment participation during the meeting by phone. There were no requests to participate by phone.

7. Unfinished Business

a. *Alteration/Addition*

i. T. Dalton Clothing, DRB-000452-2020

Mr. Darnell presented the application as described in the Board's agenda package. Staff recommends approval, however, noted that the applicant has stained the bench in front of the storefront and now does not match the rest of the benches in Shelter Cove. Staff has no recommendation for reversing the stained bench.

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicant did not have anything further to add to Staff's presentation. The Board asked for clarification on the type of glass for the light fixture. Following the discussion, Chair Foss asked for a motion on the application.

Mr. McAllister made a motion to approve DRB-000452-2020 with the following condition:

1. The light fixtures have frosted glass.

Ms. Lippert seconded. By way of roll call, the motion passed with a vote of 6-0-0.

8. New Business

a. Alteration/Addition

i. ELA's Reroof, DRB-002197-2020

Mr. Darnell presented the application as described in the Board's agenda package. Staff recommends approval as submitted.

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicant did not have anything further to add to Staff's presentation. The Board reiterated Staff's comment that they have historically approved standing seam metal roofs in a terra cotta color in Shelter Cove Towne Centre. Following the discussion, Chair Foss asked for a motion on the application.

Mr. McAllister made a motion to approve DRB-002197-2020 as submitted. Mr. Carstens seconded. By way of roll call, the motion passed with a vote of 6-0-0.

ii. Grayco Addition, DRB-002371-2020

Mr. Darnell presented the application as described in the Board's agenda package. Staff recommends denial as submitted based on the Design Guide cited sections in the Design Team/DRB Comment Sheet.

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions by the Board. The applicant confirmed no vegetation will be removed from the buffer. The Board and the applicant discussed the application at length and recommendations were made to provide more information on the structure; the structure is a 3-sided metal panel with the fourth side being open in order to store lumber; the structure is covered; the exterior is a 5-v metal siding; the entire structure is proposed to be a medium bronze color; the chain link fence is proposed to match the structure; landscape cannot be relied on exclusively to hide the structure; the structure is almost 25-ft tall and has to stand on its own; increase the evergreen material in the buffer; concern that the color of the proposed structure does not match the existing structure; concern there are no details on the proposed structure and not enough information to approve it; concern the top of the structure with the mansard roof is too tall relative to the existing structure; the roof pitch should not go toward the courtyard; the proposed medium bronze color is too dark relative to the existing building; not in favor of the chain link fence;

clarify how the existing structure will be modified and the new structure will fit; update C.0 to show the existing deck in the corner will remain; clarify whether the drainage goes from the paved area into the landscape buffer; consider alternate color and material options perhaps stucco in place of the metal.

Following the discussion, the application was withdrawn at the applicant's request. No action was taken by the Board on the application.

iii. Piggly Wiggly Addition, DRB-002374-2020

Mr. Darnell presented the application as described in the Board's agenda package. Staff supports the proposed changes, but originally recommended denial because the scope and details of the project were unclear. After the agenda package was posted, the applicant provided additional explanation and Staff recommends approval with the following conditions:

1. Staff's understanding from the applicant is that the second entrance is only an emergency exit. The applicant shall provide a letter stating the second entrance is only used as an emergency exit.
2. Provide clarification on the proposed connection to the building. The applicant shall provide a detail that better illustrates the new canopy's connection to the building.
3. Staff's understanding from the applicant that the metal roof shall remain. The applicant shall provide revised drawings to indicate the metal roof shall remain.
4. Revise the drawings to note all colors shall match existing Coligny colors.
5. Revise the landscape plan to show a double staggered row of Fakahatchee Grass.

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions by the Board. The Board and the applicant discussed the application in depth. Following the discussion, Chair Foss asked for a motion on the application.

Ms. Lippert made a motion to approve DRB-002374-2020 with the following conditions:

1. The comments described in the Design Team/DRB Comment Sheet shall be addressed.
2. Clarify the curb height.
3. Update pavement markings.
4. Eliminate the bollards.
5. Clarify the connection detail of the new entry roof to the existing building, which includes the tongue and groove material at that location.
6. Speakers shall go into the soffit.
7. The new standing seam metal roof shall match the existing ribbed spacing.
8. Add a vertical trim piece approximately every third window bay to break up the long run of horizontal siding.
9. Signage is required to be submitted under a separate permit.
10. All conditions shall be reviewed and approved by Town Staff and one DRB member.

Mr. McAllister seconded. By way of roll call, the motion passed with a vote of 5-0-0. *(At the time of the motion and vote, Ms. Remke dropped from the call and therefore was unable to participate in said action. A quorum of the Board remained in effect.)*

b. New Development - Conceptual

i. Airport Terminal Renovation, DRB-002368-2020

Mr. Darnell presented the application as described in the Board's agenda package. Staff recommends conceptual approval as submitted and that revisions be made to address the comments described in the Design Team/DRB Comment Sheet for final review.

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicants presented statements regarding the project and answered questions by the Board. The Board and the applicant discussed the application in depth. Following the discussion, Chair Foss asked for a motion on the application.

Ms. Lippert made a motion to approve DRB-002368-2020 with the following conditions:

1. The comments described in the Design Team/DRB Comment Sheet shall be addressed, including, but not limited to:
 - a. The sidewalk going to the parking does not narrow.
 - b. Provide mitigation for trees being removed.
 - c. Further increase the size of the Oaks along the entry drive.
 - d. Provide increased tree protection.
2. Provide a low level buffer type planting on the property edge at the new parking area.
3. Coordinate between wayfinding (signage) and plantings.
4. Change up the pavement type in the pedestrian crossings to better articulate them.
5. Review the opportunity to provide an outdoor waiting area with seating.
6. Provide a type of tabby surface treatment to the entry and the columns.
7. Clarify short-term, long-term, and rental car parking areas.
8. Review how and where the gooseneck fixtures are mounted and consider providing more space above them.
9. Consider use of oyster shell in the sidewalk in front of the terminal building to the new parking area.

Ms. Remke seconded. By way of roll call, the motion passed with a vote of 6-0-0.

ii. 85 Capital Drive, DRB-002373-2020

Mr. Darnell presented the application as described in the Board's agenda package. Staff has identified site plan and architectural issues that should be addressed prior to conceptual approval. Staff recommends denial of the application as submitted.

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions by the Board. The Board and the applicant discussed the application at length and recommendations were made to incorporate Staff's comments; address all four sides of the building per the Design Guide; continue the architectural detail from the front elevation to the other three sides of the building; rework the site plan to get some separation from the building and the permeable parking spaces specifically on the east and west sides of the building; add a planting strip between the building and parking; relocate the bike racks closer to the building; rework the site plan to accommodate the fence and setback conflict; the context of the structure must be taken into account and consideration be given to compatibility with the adjacent single family residential neighborhoods; restudy the vehicular circulation; balance articulating the facades and creating consistency of proportions; some façades are blank and other façade pieces have too much going on; include the service yard and any mechanical equipment in the plans; an 8-ft fence with a barbed wire top is not in keeping with island character; restudy the fence design, height, and location.

Following the discussion, the application was withdrawn at the applicant's request. No action was taken by the Board on the application.

9. Board Business – None

10. Staff Report

- a. Minor Corridor Report – Mr. Darnell reported the Minor Corridor approvals since the last meeting.

11. Adjournment

The meeting was adjourned at 4:14 p.m.

Submitted by: Teresa Haley, Secretary

Approved: January 12, 2021