



Town of Hilton Head Island
Design Review Board Special Meeting

Friday, June 26, 2020 at 9:00 a.m.

MEETING MINUTES

Present from the Board: Chairman Dale Strecker, Vice Chairman Michael Gentemann, Cathy Foss, David McAllister, John Moleski, Debbie Remke, Brian Witmer

Absent from the Board: None

Present from Town Staff: Chris Darnell, Urban Designer; Nicole Dixon, Development Review Administrator; Shea Farrar, Landscape Associate; Teri Lewis, Deputy Director of Community Development; Eileen Wilson, Senior Administrative Assistant; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Chairman Strecker called the meeting to order at 9:08 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 – See as noted above.

4. Approval of Agenda

Mr. Darnell asked to move the presentation of the Crystal Awards to the end of the meeting and noted that DRB-001199-2020 Jane Bistro was withdrawn from the agenda prior to the meeting. Chairman Strecker asked for a motion to approve the agenda as amended. Vice Chairman Gentemann moved to approve. Mr. Witmer seconded. By way of roll call, the motion was approved by a vote of 7-0-0.

5. Approval of Minutes

- a. Special Meeting of May 27, 2020
- b. Special Meeting of May 29, 2020

Chairman Strecker asked for a motion to approve the minutes of the May 27, 2020 and May 29, 2020 special meetings. Vice Chairman Gentemann moved to approve. Mr. McAllister seconded. By way of roll call, the motion was approved by a vote of 7-0-0.

6. Citizen Comments

Public comments concerning agenda items were to be submitted electronically via the Town's Open Town Hall portal. The portal closed at Noon yesterday and there were no comments of record. Citizens were provided the option to sign up for public comment participation by phone during the meeting. The public comment period closed at Noon yesterday and there were no requests from citizens to participate by phone.

7. Unfinished Business – None

8. New Business

a. Alteration/Addition

i. Circle K Lagoon Road, DRB-001210-2020

Ms. Farrar presented the project as provided in the Board's agenda package. Ms. Farrar noted that the building and canopy color changes have been withdrawn by the applicant. Staff recommends approval with the following conditions:

1. Modifications are limited to pump and sign rebranding. Building and canopy color changes are not approved. Freestanding sign color is also not approved.
2. The changeable copy maximum height is 8 inches.
3. The bollards and curbing are to match the stucco building color on building/columns.

Chairman Strecker asked if the applicant would like to add to Staff's narrative. The applicant presented brief statements regarding the project and answered questions from the Board. The Board discussed the application with the applicant. Following the brief discussion, Chairman Strecker asked for a motion.

Vice Chairman Gentemann made a motion to approve DRB-001210-2020 with the following conditions:

1. Modifications are limited to pump and sign face rebranding. Building and canopy color changes were withdrawn by the applicant and are not approved.
2. The changeable copy maximum height is 8 inches.
3. The bollards and curbing area are painted to match the stucco building color on building/columns.

Mr. McAllister seconded. By way of roll call, the motion passed with a vote of 7-0-0.

b. Sign

i. Goodwill, DRB-001196-2020

Ms. Farrar presented the project as provided in the Board's agenda package. Ms. Farrar noted that due to issues with the location associated with the sign proposed along Dunnagans Alley, the applicant requested this be removed from review today. Staff recommends approval with the following conditions:

1. The background shall be a woodgrain texture rather than smooth finish.
2. Delete the border around the address at the top of the sign.
3. Planter shall be planted with Ophiopogon japonicas, Mondo Grass, 1 gallon container, 12 inches on center or equivalent to be approved by staff.
4. Power wash the monument sign structure on US-278.
5. The entrance and exit signs shall be painted to match the monument sign.

Chairman Strecker asked if the applicant would like to add to Staff's narrative. The applicant was in attendance and had no additional comments. The Board made brief comments on the application. Following the discussion, Chairman Strecker asked for a motion.

Vice Chairman Gentemann made a motion to approve DRB-001196-2020 with the following conditions:

1. Provide a woodgrain texture rather than smooth finish on the background.
2. Delete the border around the address at the top of the sign.
3. Planter shall be planted with ophiopogon japonica, Mondo Grass, 1 gallon container, 12 inches on center or equivalent to be approved by Town Staff.
4. Power wash the US-278 monument sign structure.

5. The parking, entrance and exit signs shall be repaired and painted to match the monument sign.
6. Clean up the landscaping around the existing site signs.
7. The sign on Dunnagans Alley is removed from this review and approval.

Mr. Witmer seconded. By way of roll call, the motion passed with a vote of 7-0-0.

c. New Development – Final

i. Cordillo Tennis Courts Phase 2, DRB-001209-2020

(Mr. Strecker recused himself from review of DRB-001209-2020 due to a professional conflict of interest. A Conflict of Interest form was completed, signed, and made a part of the record.)

Mr. Darnell presented the project as provided in the Board's agenda package. The applicant has revised the plans to address the conditions of the DRB's conceptual approval. Staff recommends approval as submitted.

Acting Chairman Gentemann asked if the applicant would like to add to Staff's narrative. The applicant was in attendance and had no additional comments. The Board made brief comments on the application. Following the discussion, Acting Chairman Gentemann asked for a motion.

Mr. McAllister made a motion to approve DRB-001209-2020 with the following conditions:

1. The building elevations have not changed since conceptual review and are approved.

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

9. Board Business

a. Election of Officers for July 1, 2020 – June 30, 2021 term

Ms. Remke made a motion to nominate and elect Michael Gentemann to serve as Chairman for the new term. Ms. Foss seconded. There were no additional nominations for the office of Chairman and Mr. Gentemann accepted the nomination. By way of roll call, the motion to elect Mr. Gentemann as Chairman passed with a vote of 6-0-1 (Mr. Gentemann abstained).

Mr. Gentemann made a motion to nominate and elect Cathy Foss to serve as Vice Chair for the new term. Mr. McAllister seconded. There were no additional nominations for the office of Vice Chair and Ms. Foss accepted the nomination. By way of roll call, the motion to elect Ms. Foss as Vice Chair passed with a vote of 6-0-1 (Ms. Foss abstained).

Mr. Strecker made a motion to appoint Teresa Haley to serve as Secretary for the new term. Ms. Foss seconded. By way of roll call, the motion passed with a vote of 7-0-0.

10. Presentation of Crystal Award to outgoing DRB Chairman Dale Strecker and Mr. Brian Witmer – Mr. Darnell presented remarks in appreciation to Chairman Strecker and Mr. Witmer for their service to the community on behalf of Town Council and the Town of Hilton Head Island.

11. Adjournment

The meeting was adjourned at 10:05 a.m.

Submitted by: Teresa Haley, Secretary

Approved: July 24, 2020