



Town of Hilton Head Island  
**Design Review Board Meeting**  
June 22, 2021 at 1:15 p.m. Virtual Meeting  
**MEETING MINUTES**

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

**Absent from the Board:** None

**Present from Town Council:** David Ames

**Present from Town Staff:** Chris Darnell, Urban Designer; Nicole Dixon, Development Review Administrator; Teresa Haley, Senior Administrative Assistant; Vicki Pfannenschmidt, Temporary Administrative Assistant

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**1. Call to Order**

Chairman Gentemann 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. Presentation of the Town's Crystal Awards to outgoing Chairman Michael Gentemann and Debbie Remke**

Mr. Darnell thanked Mr. Gentemann and Ms. Remke for their dedication and service to the Town of Hilton Head Island.

**5. Approval of Agenda**

Chairman Gentemann asked if staff had any changes to the agenda. Mr. Darnell stated that Item 8.a.i was listed as Alteration/Addition but should be New Development – Conceptual. Ms. Lippert moved to approve the agenda as amended. Vice Chair Foss seconded. By way of roll call, the motion passed by a vote of 6-0-1 (Ms. Remke abstained due to technical difficulties.)

**6. Approval of Minutes**

**a. Meeting of June 8, 2021**

Chairman Gentemann asked for a motion to approve the minutes of the June 8, 2021 regular meeting. Vice Chair Foss moved to approve. Mr. McAllister seconded. By way of roll call, the motion was approved by a vote of 7-0-0.

**7. Appearance by Citizens**

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. There were no comments of record for this meeting. Citizens were provided the option to sign up for public comment participation during the meeting

by phone. There were two requests to participate by phone regarding Item 8.b.i. Chairman Gentemann will call on them during the review of that item.

## **8. New Business**

### **a. New Development - Conceptual**

#### **i. The Charles, DRB-001440-2021**

Mr. Darnell presented the application as described in the Board's agenda package. He stated the architectural detail of the proposed building is less residential in scale and not in keeping with the surrounding properties and staff recommends the application not be approved.

Chairman Gentemann 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 and the following concerns and recommendations were made regarding the project: the front of the building needs relief from the vertical lines; the back of the building needs relief from the horizontal lines; central portion of the building in the front needs more of a presence; stairwell areas in need of additional planting to bring down scale; canopy trees needed in parking lot rather than palms; consideration of reduction of sodded areas; need for canopy trees on edge to Fort Mitchel site; discussion of pathway materials and grasses; the need to upsize the Live Oak trees in parking lot and front of building; the need to locate the pool closer to the water; the need to lower the roof height in the three columned structures where elevators are located; consideration to remove the raised roof on two column areas and just continue the roof line; discussions of alternatives and suggestions to reduce the scale of the building; consideration of more trim and trim bands to help the back elevations; the inconsistency and flow regarding the front, back and side elevations; the lack of a Lowcountry feel and more of a Mediterranean look; lack of details around the windows; too much stucco; consideration of building the fifth floor into the roofline; the need for visual support of the roof; and the contrast in the color scheme was too harsh.

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

### **b. New Development – Final**

#### **i. Pope Ave Starbucks, DRB-001318-2021**

Mr. Darnell presented the application as described in the Board's agenda package. He noted the project received Conceptual Approval on April 30th. After that meeting, Staff received concerns from citizens about the redevelopment. Staff suggested changes to the proposed site plan that would reestablish the Pope Ave. buffer, improve pedestrian safety and improve vehicular circulation around the site in an effort to address those concerns. The applicant worked to accommodate all suggestions where possible.

Staff recommends approval with Staff review of the following:

1. Provide a vegetation protection plan for Staff review and approval that:
  - a. Locates tree protection fence around trees to be preserved.
  - b. Preserves understory vegetation between site and church.
  - c. Specifies a 4-6" protective wood mulch under the dripline of 31" & 21" Live Oak (front left corner) prior to construction.

- d. Specifies pre and post construction fertilization and mycor treatments by an arborist for the 31" and 21" Live Oak.
2. Revise the Planting Plan for Staff review and approval to:
  - a. Plant the Pope Ave. buffer more naturally.
  - b. Specify more shade tolerant planting under existing trees.

Chairman Gentemann 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 and the following concerns and recommendations were made regarding the project: the revised site plan improvements; inclusion of a gate on the brick service yard; the need for cut sheets for fans and light fixtures; continuation of the southwest hip roof; colors for the service door and trim; the need for a color swatch for the awning; the need for canopy trees in the end islands and back; railing detail; access to the building from the handicap parking spaces; railing plan; and preservation of as much existing vegetation in shared drive between the site and neighboring church.

Sarah Coffin, Chair of Church Council of St. Andrews by the Sea Church, spoke on behalf of the Church in support of the new design.

The person that made the second request did not join the meeting.

Following the discussion, Ms. Lippert moved to approve DRB 001318-2021 with the following conditions:

1. All of Staff recommended conditions.
2. Addition of a gate at the brick service yard directly adjacent to the building with similar detailing as the service yard gate.
3. Submittal of cut sheets of the fan and light fixtures.
4. A revision of the roof profile plans south of the ladder to just extend instead of turn the hip.
5. An understanding that the wood from the color board was for the handrail.
6. A recommendation to revise the color of the service door and trim to be Jogging Path.
7. A confirmation of the exposure of the hardy panel.
8. A recommendation to review whether the light fixture should get centered in the siding.
9. Submittal of the awning color and storefront color.
10. Submittal of a detail of the courtyard railing.
11. Relocation of the railing along the north side terminating further towards Pope Avenue to provide access for pedestrians directly in the building.
12. Replacement of the understory trees (Magnolia and Holly) at the parking islands to be Live Oaks, as specified.
13. All conditions are to be reviewed by staff for approval.

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

## **9. Board Business**

- a. Election of Officers for July 1, 2021 – June 30, 2022 term

Mr. Moleski nominated Vice Chair Foss to serve as Chair of the Design Review Board for the new term. Mr. McAllister seconded. By way of roll call, the motion passed by a vote of 6-0-1. (Vice Chair Foss abstained.)

Vice Chair Foss nominated John Moleski as Vice Chair of the Design Review Board for the new term. Mr. Carstens seconded. By way of roll call, the motion passed by a vote of 7-0-0.

Chairman Gentemann nominated Teresa Haley as Secretary of the Design Review Board. Vice Chair Foss seconded. By way of roll call, the motion passed by a vote of 7-0-0.

#### **10. Staff Report**

**a. Minor Corridor Report – None**

Mr. Darnell reminded Board members that their continuing education credits are due by the end of the month.

Mr. Darnell stated that in-person meetings will resume with the July 13, 2021 meeting.

#### **11. Adjournment**

The meeting was adjourned at 4:00 p.m.

**Submitted by:** Vicki Pfannenschmidt, Secretary

**Approved:** July 13, 2021