



Town of Hilton Head Island
Design Review Board Meeting
September 14, 2021, at 1:15 p.m. Virtual Meeting
MEETING MINUTES

Present from the Board: Chair Cathy Foss, Vice Chair John Moleski, David McAllister, Annette Lippert, Judd Carstens, Ryan Bassett, Ben Brown

Absent from the Board: None

Present from Town Council: Tamara Becker, Glenn Stanford

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

1. Call to Order

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

Chair Foss asked if there were any changes to the agenda. Mr. Darnell explained that the reference number listed on the agenda for Item 8.b.i. Subway, DRB-002006-2021 was incorrect and noted the correct number is DRB-002098-2021. Mr. McAllister moved to approve the agenda with the correction. Ms. Lippert seconded. By show of hands, the motion passed 7-0-0.

5. Approval of Minutes

a. Meeting of August 24, 2021

Chair Foss asked for a motion to approve the minutes of the August 24, 2021, regular meeting. Mr. Brown moved to approve. Mr. Carstens seconded. By show of hands, the motion passed 7-0-0.

6. 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 no requests to participate by phone.

7. Unfinished Business

a. *Alteration/Addition*

i. Wei Food Hall, DRB-001598-2021

Mr. Darnell explained this agenda item was tabled at the previous meeting and presented the additional information requested by the Board as submitted. He stated Staff recommends approval of the aluminum panel system 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, and the following concerns and recommendations were made regarding the project: clarification that the existing conduit in place will be removed upon installation of the metal panels; and confirmation that the grout color will be reviewed by staff.

Following discussion, Mr. McAllister moved to approve DRB-001598-2021 with the following conditions:

1. No exposed conduit shall be mounted to the aluminum panels or visible.
2. Grout color will require Staff review and approval.

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

b. *New Development – Final*

i. Airport Terminal Renovation, DRB-001860-2021

Mr. Darnell explained this agenda item was tabled at the previous meeting and presented the additional information requested by the Board as submitted. He stated staff recommends approval with the following conditions:

- Reconsider the choice of the bike rack and submit for Staff review and approval.
- Provide a lighting (photometric) plan for Staff review and approval.

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, and the following concerns and recommendations were made regarding the project: changing out the bike rack; concern regarding height of plants in the tabby planters; clarification of board and batten location; the need to upgrade the bench to work with the building; and the need for consistency in materials used for the bike racks and benches to match the entrance design to the airport.

Following discussion, Ms. Lippert moved to approve DRB-001860-2021 with the following conditions:

1. All of Staff comments.
2. A clarification that the fiber cement board and batten detail is only for F.C.1.a
3. Bench is to be a modern look with no armrests and the same material as the prior bench to be reviewed by Staff.

4. Plant material in the planters is to be reviewed with a landscape architect and not be too tall or shorten the planter and provide a spec on the planter. All is to be reviewed by Staff.

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

8. New Business

a. New Development – Conceptual

i. Dolphin Head Recreation Area, DRB-001997-2021

(Due to a potential conflict of interest, Mr. McAllister recused himself from discussion and voting regarding Dolphin Head Recreation Area, DRB-001997-2021. The required Potential Conflict of Interest form has been completed and made part of the official record.)

Mr. Darnell presented the application as described in the Board's agenda package with the additional documents and stated staff recommended conceptual approval with the following changes to be addressed in Final submission:

- Provide a tree protection plan that specifies 3-4" preconstruction mulch, mycor and pre & post construction fertilization for significant and specimen trees near parking improvements, walks and buildings.
- Show 15' "no construction" zone around specimen tree trunks.
- Provide study of picnic structure in relation to adjacent tree branches.
- Provide hardscape construction details that reduce impact to tree feeder roots.

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, and the following concerns and recommendations were made regarding the project: concern regarding the live oaks near the grill area; encouragement for the application to review allotted parking spaces; consider upsizing the width of the columns for the shelter house; observation that the roof massing is out of scale with the building; concern the trellis plan will block views; discussion and concern regarding the artificial turf; the need for a border for the artificial turf; clarification of the width of the walkway; discussion regarding the shed dormer and the need to relocate it to the right; and the need to keep sightlines and the need for clearer indication of overflow parking area.

Following discussion, Ms. Lippert moved to approve DRB-001997-2021 with the following conditions:

1. All of Staff Comments.
2. Overflow parking be shown on the landscape plan.
3. Site lighting be studied.
4. A strong border or low knee wall be around the artificial turf area.
5. The amount of visible roof on the rec building be studied, along with the dormer.
6. The columns be upsized by one size.
7. The grilling area be studied for clearance with the existing trees to remain.
8. Any additional programmatic elements associated with the grilling and picnic area be studied.

Mr. Carstens seconded. By way of roll call, the motion passed by a vote of 6-0-0.

b. Alteration/Addition

i. Subway, DRB-002098-2021

Mr. Darnell presented the application as described in the Board's agenda package and stated it is Staff's belief that the proposed colors are not in keeping with the Design Guide and recommended denial.

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, and the following concerns and recommendations were made regarding the project: the need for nature blending colors; concern for setting a precedence with bold colors; and concern over the canopy structure and colors.

Chair Foss explained that if the Board chooses to deny the application, and applicant selects a different color scheme they can return before the Board as soon as they are ready.

Following all discussion, Mr. Brown moved to deny DRB-002098-2021 based on the application is not in keeping with Island character and is not supported by the Town of Hilton Head Island Design Guide and the applicant is encouraged to work with staff to resubmit their application significantly different. Vice Chair Moleski seconded. By way of roll call, the motion passed 7-0-0.

ii. New York City Pizza Awning, DRB-002009-2021

Mr. Darnell presented the application as described in the Board's agenda package with the additional document and recommended approval with the following conditions:

- Change the location and/or size of the awning to be consistent with the architectural features of the building. Provide a dimensioned plan of the awning and window locations for Staff review and approval.
- Cantilever the awning off the building and eliminate the columns.
- Eliminate the graphic print on the awning material (other than the signage which is approved under a separate permit).

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, and the following concerns and recommendations were made regarding the project: reference that the dimensions of the awning match the upstairs porch; intent of the awning; the lack of symmetry on the façade; suggestion to go with the slope of the roof; the need to eliminate the columns; consideration to cantilever the awning instead of columns; suggestion that the awning looks like the entrance; primary goal of the awning and consideration to reduce the size.

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

9. Board Business

a. Review and Adoption of 2022 Meeting Schedule

Chair Foss asked if there were any questions or comments regarding the proposed schedule. There being none, Mr. McAllister moved to approve. Mr. Brown seconded. By way of roll call, the motion passed by a vote of 7-0-0.

10. Staff Report

a. Minor Corridor Report – None

11. Adjournment

The meeting adjourned at 3:32 p.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved: September 28, 20221