



Town of Hilton Head Island
Design Review Board Meeting
February 8, 2022, at 1:15 p.m. Virtual Meeting
MEETING MINUTES

Present from the Board: Vice Chairman John Moleski, Annette Lippert, Judd Carstens, Ryan Bassett, Ben Brown

Absent from the Board: Chair Cathy Foss

Present from Town Council: Tamara Becker, David Ames

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

1. Call to Order

Acting Chairman Moleski 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

Chairman Moleski asked if there were any changes to the agenda. There being none, Ms. Lippert moved to approve. Mr. Carstens seconded. By show of hands, the motion passed 5-0-0.

5. Approval of Minutes

a. Special Meeting of January 12, 2022

Chairman Moleski asked for a motion to approve the minutes of the January 12, 2022, special meeting. Mr. Brown moved to approve. Mr. Carstens seconded. By show of hands, the motion passed 5-0-0.

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. 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 - None

8. New Business

a. Alteration/Addition

i. Mullen & Wylie Repaint, DRB-000202-2022

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

Chairman Moleski 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 of where the trim color would be located on the building; the need to include the body color on the downspouts; and the recommendation that going forward photos or diagrams need to be labeled with color choice and designation of areas where they are to be applied.

Following discussion, Ms. Lippert moved to approve DRB-000202-2022 with the following condition:

1. Colors are approved and the chimney cap, window headers, stair riser and stringers are to be alabaster.
2. The thin horizontal bands to go to the body color.
3. Downspouts are to go to the body color.
4. The white powder-coated railing is to remain as is.

Mr. Carstens seconded. By way of roll call, the motion was approved by a vote of 5-0-0.

ii. The Sands Reroof, DRB-000203-2022

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

Chairman Moleski 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: confirmation that the detailing in the transitioning of the roof from a roof pitch to vertical and the trim is consistent; and confirmation that coping and the standing seam will be the same color.

Following discussion, Ms. Lippert moved to approve DRB-000203-2022 as submitted. Mr. Brown seconded. By way of roll call, the motion was approved by a vote of 5-0-0.

9. Board Business

Mr. Carstens expressed appreciation to Mr. David McAllister for his contribution to the Design Review Board noting he will be missed. All Board members concurred. Mr. Darnell stated there would be a Crystal Award presented to Mr. McAllister for his service at a future date.

10. Staff Report

a. Minor Corridor Report

Mr. Darnell reported the following approvals:

- 616 William Hilton Parkway – telecommunications generator addition
- 130 Mathews Drive – gas tank and enclosure

- 171 North Forest Beach – addition of service window
- 1018 William Hilton Parkway – repaint
- 282 Spanish Wells Road – co-location of a telecommunication antenna
- 10 Riding Trail – upgrade of a telecommunication antenna
- 91 Lighthouse – addition of a generator to the telecommunication yard
- 105 Wildhorse Road - upgrade of a telecommunication antenna
- 86 Helmsman Way – outdoor bar
- 91 North Sea Pines Drive – upgrade of a telecommunication antenna

11. Adjournment

The meeting adjourned at 1:47 p.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved: February 22, 2022