



Town of Hilton Head Island
Design Review Board Meeting

April 26, 2022, at 1:15 p.m.

MEETING MINUTES

Present from the Board: Chair Cathy Foss, Annette Lippert, Judd Carstens, Ryan Bassett, Ben Brown, Todd Theodore

Absent from the Board: Vice Chairman John Moleski (excused)

Present from Town Council: Bill Harkins

Present from Town Staff: Shawn Colin, Assistant Town Manager – Community Development; Chris Yates, Development Services Manager; Chris Darnell, Urban Designer; Nicole Dixon, Development Review Program Manager; Teresa Haley, Community Development Coordinator; 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. Swearing in Ceremony of New Design Review Board Member Todd Theodore – *Performed by Shawn Colin, Assistant Town Manager – Community Development*

Shawn Colin administered the oath of office to Mr. Theodore.

4. Roll Call – See as noted above.

5. Approval of Agenda

Chair Foss asked if there were any changes to the agenda. There being none, Mr. Carstens moved to approve. Ms. Lippert seconded. By show of hands, the motion passed with a vote of 6-0-0.

6. Approval of Minutes

a. Regular Meeting of March 22, 2022

Chair Foss asked for a motion to approve the minutes of the March 22, 2022, regular meeting. Ms. Lippert moved to approve. Mr. Bassett seconded. By show of hands, the motion passed with a vote of 4-0-2. (Mr. Brown and Mr. Theodore abstained as they were not present at the subject meeting.)

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 submitted.

8. Unfinished Business - None

9. New Business

a. *Alteration/Addition*

i. KPM Flooring, DRB-001081-2022

Mr. Darnell presented the application as described in the Board's agenda package and stated Staff recommends approval 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: the need for clarification of ownership of the dumpsters; the need for enclosure or screening of the dumpster; concern regarding the patchwork of siding and the need for consistency in the paint; the need for the trellis columns to be coordinated and added to the site plan; ensuring that the variety of Sasanqua plantings will be compact; suggestion of subbing out the Liriope plantings with small shrubs in the landscape bed; the need for downspout locations on the site plans; and emphasis regarding the need for the entire building to be repainted on all sides.

Following discussion, Mr. Carstens moved to approve DRB-001081-2022 with the following conditions:

1. All Staff Comments.
2. Confirmation of ownership for the dumpster and an appropriate screening treatment that will coincide with the building.
3. The addition of painting the entire building and coordinate with SW0664 paint color.
4. Confirmation of downspout locations and remedying any conflicts with the façade treatment in the way of the trellis features or lighting.
5. Confirmation of the landscape treatment with the addition of medium sized shrubs in the trellis gaps that are in front of where the existing two large garage doors are located.
6. Specifying a variety of Camelia Sasanqua that will fit within the planter area and not conflict with the building façade or parking once mature.

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

b. *New Development – Conceptual*

i. Barker Field Picnic Shelter, DRB-001060-2022

Mr. Darnell presented the application as described in the Board's agenda package and stated Staff recommends approval 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: the need to increase the apron; the need to show connection to the existing sidewalk on the final; the need for the control joints to be symmetrical; confirmation the existing building will be painted the same as the shelter; and discussion regarding the material used for the apron.

Following discussion, Ms. Lippert moved to approve DRB-001060-2022 with the following conditions:

1. All Staff Comments.
2. The extended hardscape should be a tapered edge that expands the hardscape.
3. Restrooms will also be painted with the same color schemes as the picnic pavilion.
4. The need to show what the connection to the existing sidewalk is.
5. All control joints will be symmetrical.

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

Mr. Darnell asked the Board to consider Barker Field Picnic Shelter, DRB-001060-2022 a final determination with staff review and approval since the conditions were so minor. Chair Foss concurred and asked for a vote. By show of hands, the Board voted 6-0-0 to approve Barker Field Picnic Shelter, DRB-001060-2022 as New Development – Final.

10. Board Business – None

11. Staff Report

a. Minor Corridor Report

Mr. Darnell reported the following approvals:

- Marriott Grand Ocean – pool modifications
- 1 St. Augustine Place – cell tower co-locate
- Islanders Beach Park – parking modification
- Marriott Grande Ocean Pavilion – construction not visible from the ocean
- Old Oyster Factory access stairs and handicap ramp – issues with OCRM
- Hudson Commercial Building – door shift
- Social Bakery – storage modification
- 55 Gardner – fence extension

12. Adjournment

The meeting adjourned at 2:01 p.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved: June 14, 2022