



Town of Hilton Head Island
Design Review Board Meeting
October 13, 2020 at 1:15 p.m. Virtual Meeting
MEETING MINUTES

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

Absent from the Board: John Moleski (excused)

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

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. Approval of Agenda

Chairman Gentemann asked for a motion to approve the agenda. Mr. Carstens moved to approve. Vice Chair Foss seconded. By way of roll call, the motion passed with a vote of 6-0-0.

5. Approval of Minutes

a. Meeting of September 22, 2020

Chairman Gentemann asked for a motion to approve the minutes of the September 22, 2020 meeting. Vice Chair Foss moved to approve. Ms. Remke seconded. By way of roll call, the motion passed with a vote of 6-0-0.

6. Citizen Comments

Public comments concerning agenda items were to be submitted electronically via the Town's Open Town Hall portal. The portal closed 2 hours before the meeting and 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 from citizens to participate by phone.

7. Unfinished Business

a. *Alteration/Addition*

i. 709 Schooner Court, DRB-001793-2020

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

Chairman Gentemann asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions from the Board. The Board

complimented the applicant for addressing their previous comments and briefly discussed the application. Following the discussion, Chairman Gentemann asked for a motion.

Vice Chair Foss made a motion approve DRB-001793-2020 as submitted. Mr. McAllister seconded. By way of roll call, the motion passed with a vote of 6-0-0.

8. New Business

a. Alteration/Addition

i. Nunzio Patio Roof, DRB-001947-2020

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

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

Ms. Lippert made a motion to approve DRB-001947-2020 with the following conditions:

1. Confirm that the fan lights and the recessed light have the same color temperature.
2. Confirm the length of the fan rods.
3. Submit updated A2.0 for the record with the existing elevation shown.
4. Shorten the clerestory above the double doors on A3.0 to allow the approved structure to bypass.
5. Confirm no conduit shall be exposed.
6. All conditions of approval shall be reviewed and approved by Town Staff.

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

ii. Port Royal Plaza Renovations, DRB-001961-2020

Mr. Darnell presented the application as described in the Board's agenda package. Staff recommends approval with the following conditions:

1. Provide Site Plan for review by Staff that address the following:
 - a. Dimensions of the proposed changes to the drive aisle and landscape area addition.
 - b. Reconsideration of the pedestrian access through the new landscape area.
 - c. Specify / label the curb or other protection of the landscape area on the plans.
2. Revision of the Planting Plan for review by Staff that address the following:
 - a. Replace the existing pears with canopy trees (not palms).
 - b. Add additional (palms, hollies, etc.) to the landscape area between the building and the drive aisle.
 - c. Planting appears thin between the building and the drive aisle.
 - d. Add taller plants along wall behind existing gazebo to break up the expanse of the wall.

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

Mr. Carstens made a motion to approve DRB-001961-2020 with the following conditions:

1. Provide Site Plan for review by Staff that address the following:
 - a. Dimensions of the proposed changes to the drive aisle and landscape area addition.
 - b. Reconsideration of the pedestrian access through the new landscape area.
 - c. Specify / label the curb or other protection of the landscape area on the plans.
2. Revision of the Planting Plan for review by Staff that address the following:
 - a. Add additional (palms, hollies, etc.) to the landscape area between the building and the drive aisle.
 - b. Planting appears thin between the building and the drive aisle.
 - c. Add taller plants along wall behind existing gazebo to break up the expanse of the wall.
3. Provide an updated site plan for review and approval by Town Staff and one DRB landscape architect
4. Within the beds at the front of the planet fitness building, the muhly grass and loropetalum shall be substituted with low evergreen shrubs.
5. The plantings along the eastern side of the building include a 4" caliper live oak on the corner
6. The two live oaks on the eastern side within the parking lot islands be increased to 4" caliper
7. Remove the Bradford pears and replace with sabal palmettos to match those that are being installed at the front of the building. The spacing and location of those shall be reviewed and approved by Town Staff and one DRB landscape architect.
8. The new plantings within the planting aisles shall maintain a 3' clear area around the parking spaces.
9. Provide plant sizes in the planting schedule.
10. Replace jack frost Ligustrum with another more adaptive evergreen shrub.
11. Replace the wax myrtles in the parking lot with a dwarf variety shrub.
12. Provide site and architectural plans of what the eastern side will look like with and without a tenant.
13. The double windows at AutoZone shall be triple windows.
14. Restudy the two single windows at AutoZone.
15. All downspout locations shall be shown.
16. Add note on plans that there are no lighting or fixture changes.
17. Add note on plans that there are no changes to the existing gazebo.

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

9. Board Business

At 3:30 p.m., Ms. Remke left the meeting and a quorum of the Board remained in effect.

a. Discussion of Building Height Limits and Setback Standards

Mr. Darnell and the Board discussed the difference between a setback and a buffer; by-right development standards; zoning districts; development and design standards; setback standards; and how all of the above-mentioned relate to the Design Guide. Following the discussion, Chairman Gentemann requested this item be added to the next meeting agenda for further discussion.

b. Review and Adoption of 2021 Meeting Schedule

Mr. McAllister moved to approve the 2021 Meeting Schedule as submitted. Vice Chair Foss seconded. By way of roll call, the motion passed with a vote of 5-0-0.

10. Staff Report

- a. Minor Corridor Report – Mr. Darnell reported the Minor Corridor approvals since the last meeting.

11. Adjournment

The meeting was adjourned at 3:48 p.m.

Submitted by: Teresa Haley, Secretary

Approved: October 27, 2020