



Town of Hilton Head Island  
**Design Review Board Meeting**  
September 8, 2020 at 1:15 p.m. Virtual Meeting  
**MEETING MINUTES**

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

**Absent from the Board:** Debbie Remke (excused)

**Present from Town Staff:** Chris Darnell, Urban Designer; Shea Farrar, Landscape Associate; Teri Lewis, Deputy Director of Community Development; Teresa Haley, Senior 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. Approval of Agenda**

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

**5. Approval of Minutes**

a. Special Meeting of August 21, 2020

Chairman Gentemann asked for a motion to approve the minutes of the August 21, 2020 special meeting. Mr. McAllister moved to approve. Ms. Lippert 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 at noon yesterday and there were no comments of record. Citizens were provided the option to sign up for public comment participation by phone during the meeting. The public comment period closed at noon yesterday and there were no requests from citizens to participate by phone.

**7. Unfinished Business**

a. *Alteration/Addition*

i. Schooner Court, DRB-001283-2020

*(Ms. Lippert recused herself from review of DRB-001283-2020 due to a professional conflict of interest. A Conflict of Interest form was completed, signed, and made a part of the record.)*

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

1. Change all service yard fence colors to SW 6142 Macadamia.

2. Satisfy the DRB's previous questions regarding the different roof colors.

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. McAllister made a motion approve DRB-001283-2020 with the following conditions:

1. The service yard fencing shall be painted SW 6142 Macadamia.
2. The interior of the stucco wall shall be painted SW 6142 Macadamia.
3. Gutters and downspouts shall be painted to match the body color of the respective building.
4. Per the applicant, all existing surfaces shall be painted in Phase 1, including the roof, existing service yard fencing, stucco, gutters and downspouts. Phases 2 and 3 shall be the physical replacement of the service yard fencing and the balcony rails. These two phases will occur approximately 2 years apart.

Mr. Carstens seconded. By way of roll call, the motion passed with a vote of 5-0-0.

## 8. New Business

### a. *New Development – Final*

#### i. Palmetto Bay Lodges, DRB-001730-2020

*(Mr. Carstens recused himself from review of DRB-001730-2020 due to a professional conflict of interest. A Conflict of Interest form was completed, signed, and made a part of the record.)*

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

1. Specify a gray mortar on the plans.
2. Upgrade the Live Oaks in the lawn and at the southern corner of the building from 2" caliper to 4" caliper.
3. Revise the lighting plan to meet LMO requirements.

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.

Chairman Gentemann made a motion approve DRB-001730-2020 with the following conditions:

1. A gray mortar color is specified on the plans.
2. Upgrade the Live Oaks in the lawn and at the southern corner of the building from 2" to 4" caliper.
3. Revise the lighting plan to meet LMO requirements and submit for Staff review and approval.
4. Include an electrical plan with any fixtures and cut sheets.
5. Locate the accessible parking spaces closer to the accessible lift at the clubhouse.
6. Update and coordinate the site plans to show access to the lift.

Vice Chair Foss seconded. By way of roll call, the motion passed with a vote of 5-0-0.

### b. *Alteration/Addition*

#### i. Dune House Lane, DRB-001686-2020

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 and the applicant briefly discussed the application. Following the discussion, Chairman Gentemann asked for a motion.

Mr. McAllister made a motion approve DRB-001686-2020 as submitted. Vice Chair Foss seconded. By way of roll call, the motion passed with a vote of 6-0-0.

**ii. Nunzio Patio Roof, DRB-001705-2020**

Mr. Darnell presented the application as described in the Board's agenda package. Staff is not opposed to the proposed addition, however, there are too many outstanding items that can negatively impact the aesthetics of the patio to be covered by a conditional approval. Staff recommends denial 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 and the applicant discussed the application at length. The Board recommended the applicant address their concerns and provide the additional information discussed in the next submittal, including, but not limited to: the location and concealing of electrical conduit and sprinkler system; fixture cut sheets including any lights, fans and/or heaters; any elements being removed from and added to the building; a flat roof would complement the existing architecture; a flat roof would leave the clerestory windows unobstructed and allow for lighting to come through; consider reduce the scale and height of the structure; clarify the gutter system and label locations of the downspouts; maintain, or recreate at the completion of the project, the tabby stucco infill underneath the current porch to keep the building grounded; identify the dimensions of the deck; provide more details on items such as colors, lighting, fixtures, concealment of conduit, any fans and/or heaters to be added, the underside of the ceiling, columns and beams, line up the fascias, address the small blank triangle between the building and the new structure.

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

**iii. Port Royal Plaza Renovations, DRB-001671-2020**

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

1. Provide a Site Plan for the renovations that includes the dumpster enclosure, the addition of a sidewalk and planting area along the US 278 façade for review and approval by Staff and one DRB member.
2. Provide a Landscape Plan for review and approval by Staff and one DRB member and include:
  - a. Planting between US 278 façade and drive aisle
  - b. Planting in and around the gazebo
  - c. Renovations of the landscape islands adjacent to the US 278 façade
  - d. Addition of evergreen understory trees in the Mathews Drive buffer.
3. The back of the building shall be painted to match the front.

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. The Board recommended the applicant come back with the additional information discussed, including:

- Provide a Site Plan for the renovations that includes the dumpster enclosure, the addition of a sidewalk and planting area along the US 278 façade for review and approval by Staff and one DRB member.
- Provide a Landscape Plan for review and approval by Staff and one DRB member and include:
  - Planting between US 278 façade and drive aisle
  - Planting in and around the gazebo
  - Renovations of the landscape islands adjacent to the US 278 façade
  - Addition of evergreen understory trees in the Mathews Drive buffer.
- The back of the building shall be painted to match the front.
- The stucco posts of the fence to be painted to match the building columns.
- The marquee location for the Auto Zone to be studied to have the marquee to be over the door and that the relationship of the marquee be the same to the columns at the to be determined tenant to the left of the Planet Fitness.
- The existing conditions of the downspouts on the façade be addressed.
- If the additional tenant option is not pursued, that façade shall be addressed either via additional landscaping or a matching marquee element.

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

### c. Signs

#### i. Port Royal Plaza Sign, DRB-001619-2020

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

1. On freestanding sign, tenant panel background color to be Glidden Designer Grey with Glidden Mountain Gray borders.
2. Any modifications to the façade be incorporated to the sign system.

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.

Ms. Lippert made a motion approve DRB-001619-2020 with the following conditions:

1. On freestanding sign, tenant panel background color to be Glidden Designer Grey with Glidden Mountain Gray borders.
2. Any modifications to the façade be incorporated to the sign system.
3. A minor tenant can have no more than one color per sign and a major tenant can have no more than two colors per sign.

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

ii. Inspired Closets, DRB-001717-2020

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

1. Specify the color for the Dark Walnut.
2. On freestanding sign, the address shall be integrated into the sign face.
3. On freestanding sign, landscape plan approved with sign application.
4. Freestanding sign location is 2' from the edge of the pathway and logo does not extend beyond the edge of the sign.
5. Directional sign size reduced to 16" X 24" and copy stacked. Mounted to wood post rather than MDO.
6. Wind load calculations submitted with sign permit.

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.

Chairman Gentemann made a motion approve DRB-001717-2020 with the following conditions:

1. Specify the color for the Dark Walnut.
2. On freestanding sign, the address shall be integrated into the sign face.
3. On freestanding sign, landscape plan approved with sign application.
4. Freestanding sign location is 2' from the edge of the pathway and logo does not extend beyond the edge of the sign. Staff to confirm the sign location does not restrict visibility.
5. Directional sign size reduced to 16" X 24" and copy stacked. Mounted to wood post rather than MDO.
6. Wind load calculations submitted with sign permit.
7. The maximum height of the total sign shall be 8 feet.
8. Any lighting shall be submitted along with the landscape plan.
9. All conditions shall be submitted to Staff for review and approval.

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

**9. Adjournment**

The meeting was adjourned at 4:36 p.m.

**Submitted by:** Teresa Haley, Secretary

**Approved:** September 22, 2020