



Town of Hilton Head Island
Design Review Board Meeting
October 24, 2023, at 1:30 p.m.
MEETING MINUTES

Present from the Board: Cathy Foss, Chair; Judd Carstens, Vice-Chair; Annette Lippert; Ryan Bassett; John Moleski; Todd Theodore

Absent from Board: Tom Parker

Present from Town Council: Glenn Stanford

Present from Town Staff: Brian Eber, *Development Services Manager*; Karen Knox, *Board Secretary*; Lynn Buchman, *Administrative Assistant*

1. Call to Order

Chair Foss called the meeting to order at 1:30 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

As noted above.

4. Approval of Agenda

Chair Foss asked if staff had any changes to the Agenda. Seeing no changes, Chair Foss asked for a Motion to approve the Agenda. Ms. Lippert moved to approve. Mr. Bassett seconded. By a show of hands, the Motion passed with a vote of 6-0.

5. Approval of Minutes

a. October 10, 2023

Mr. Theodore moved to approve. Mr. Bassett seconded. The Minutes of October 10, 2023, were approved by a vote of 6-0.

6. Appearance by Citizens

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. Several comments were received on the Open Town Hall. Copies of the Comments were given to the Board and will be made part of the official record. No one spoke at the meeting.

7. Unfinished Business

a. DRB-001901-2023 – Hilton Head High School Athletics – Final

Ms. Cook provided staff's presentation as included in the Packet and advised staff recommends approval with the following conditions: that the proposed HVAC units are shown on the renderings to pedestrian scale and are installed in a way that minimizes visual impacts as much as possible.

The Applicant gave a presentation and answered questions from the Board.

After discussion, Chair Foss asked for a Motion. Ms. Lippert moved to approve with the following conditions: 1) that the exterior color board for the boy's locker room be made part of the submittal and colors per said color board, 2) the dugout rendering be made part of the submittal, but the gutter and downspouts be revised to the oyster color, 3) the downlight trim in the canopy of boy's locker room cannot be black, 4) that alternate 2 is not part of this approval, 5) staff approval is needed for the pavers which have the intent of being matching the building brick, 6) that the project needs an irrigation system. Vice-Chair Carstens asked that the Motion be amended to include the Lacross locker color to match the primary color of the dugout. Mr. Basset asked that the Motion be amended to include: the bollards need to be safety yellow. Ms. Lippert amended her Motion to include the bollards need to be safety yellow and the Lacross Storage Building match the blue of the dugout. Mr. Bassett seconded the Amended Motion. By a show of hands, the Amended Motion was approved with a vote of 6-0.

b. DRB-001900-2023 – Hilton Head High School – Sign

Ms. Cook provided staff's presentation as included in the Packet and advised staff recommends approval as submitted with the condition that the proposed lighting cannot be greater than 3500K per Town lighting standards.

The Applicant gave a presentation and answered questions from the Board.

After discussion, Chair Foss asked for a Motion. Vice-Chair Carstens moved to approve with the following conditions: 1) to include staff's comments. 2) Recommend up-lighting of the sign. 3) that the fonts shall be centered within the signage, 4) that the orientation of the logo is right facing the Sea Hawk logo, 5) all site lighting, including any lighting for signage must not exceed 3500K per lighting standards, Ms. Lippert seconded. By a show of hands, the Motion was approved with a vote of 6-0.

c. DRB-001828-2023 – Home Sense – Final

Ms. Cook provided staff's presentation as included in the packet and advised staff that all conditions from the October 10, 2023 meeting have been met.

The Applicant gave a presentation and answered questions from the Board.

After discussion, Chair Foss asked for a Motion. Ms. Lippert moved to approve with the following conditions: staff comment about the building and sign permit,

2) that the mountain fall become the trim color and a darker color in the same family be picked for approval by staff. Mr. Theodore seconded. By a show of hands, the Motion was approved with a vote of 6-0.

d. DRB-001634-2023 – Dunes House Awning – Final

Mr. Theodore recused himself and left the dais.

Ms. Cook provided staff's presentation as included in the Packet and advised staff recommends approval of the driftwood color for the awning from the four colors that were submitted and advised this project will require a minor Development Plan Review and a Building Permit.

The Applicant gave a presentation and answered questions from the Board.

After discussion, Chair Foss asked for a Motion. Vice-Chair Carstens moved to approve with the following conditions: 1) staff comments with regard to the building permit and the Minor Development Plan Review process, 2) the color of the awning to be the patio slate as submitted, 3) any additional signage or logo considerations to be brought to staff as far as qualifying for the signage permit; 4) the increase in the chimney size to be 3x2 on the long axis, and keeping the chimney in the same overall height. Ms. Lippert seconded. By a show of hands, the Motion was approved with a vote of 5-0.

e. DRB-001860-2023 – Dune House Lane – Final

Ms. Cook provided staff's presentation as included in the Packet and advised staff that Palmetto Dunes has a maintenance easement over this lane and that is where their responsibility comes from Greenwood. Greenwood is the owner. There was a small typographical error in the packet, and that has been corrected.

The Applicant gave a presentation and answered questions from the Board.

After discussion, Chair Foss asked for a Motion. Vice-Chair Carstens moved to approve with the following conditions: 1) taking into consideration staff comments, 2) the bike bollard and bike rack color to be a dark brown bronze color to be coordinated. 3) Irrigation should be considered 4) Add height and width sizes to planting schedule. Mr. Theodore seconded. By a show of hands, the Motion was approved with a vote of 5-0.

8. New Business

a. DRB-001710-2023 – Olive Shell – Conceptual

Vice Chair Carstens recused himself and left the dais.

Ms. Cook provided staff's presentation as included in the Packet and advised staff of the unique situation in that the developer of this new housing project is coordinating the relocation of current housing and an application has gone before the Planning Commission to carefully plan and coordinate from a

development plan review perspective to make sure it is handled with the utmost care.

The Applicant gave a presentation and answered questions from the Board.

After discussion, Chair Foss asked for a Motion. Ms. Lippert moved to approve with the following conditions: 1) Staff's comments about extension of pathway, 2) Shifting the bike racks at the pool house, 3) Studying the overhangs as they may be too small, 4) Studying the duplexes so there is not triple banding along the elevations, 5) Consider different façade treatments on different duplexes, 6) Review the storm channel to not affect with the root systems of the specimen trees, 7) Increase the detail and massing of the mail box, 8) Stagger the duplexes, 9) Provide pool house detailing that gets equal treatment as the houses, 10) Show the first floor flood vents on all plans, 11) include the plans for all the buildings and floorplans and have them accurately shown on the site plan, 12) Include the entire color palette and connect the details at final to the plan set, and it was recommended that the project on Leg O'Mutton would be a great reference. Mr. Bassett seconded. By a show of hands, the Motion was approved with a vote of 5-0.

9. Board Business

Chair Foss discussed with the Board a concern expressed by a citizen about the condition and location of the Hudson's sign, and discussion ensued about the Hudson sign and the condition of other Town signs.

10. Staff Report

Ms. Cook provided the Minor Corridor Report to the Board.

11. Adjournment

The meeting adjourned at 4:41 p.m.

Submitted By: _____

**Karen Knox
Board Secretary**

November 14, 2023