



Town of Hilton Head Island  
**Design Review Board Meeting**

February 28, 2023, at 2:30 p.m.

## **MEETING MINUTES**

**Present from the Board:** Judd Carstens, Vice-Chair; Annette Lippert; Ryan Bassett; John Moleski

**Absent from the Board:** Cathy Foss, Todd Theodore, Tom Parker

**Present from Town Council:** Mayor Alan Perry

**Present from Town Staff:** Brian Eber, Interim Development Services Manager; Shea Farrar, Senior Planner, Karen Knox, Senior Administrative Assistant; Brian Glover, Administrative Assistant

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### **1. Call to Order**

Vice Chair Carstens called the meeting to order at 2:30 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**

Vice Chair Carstens 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 4-0-0.

### **5. Approval of Minutes**

#### **a) Regular Meeting of January 24, 2023**

Vice Chair Carstens asked for a motion to approve the minutes of January 24, 2023. Ms. Lippert moved to approve. Mr. Moleski seconded. By a show of hands, the motion passed with a vote of 4-0-0.

### **6. Appearance by Citizens**

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. There was one comment received on the Open Town Hall Portal. The comment was sent to the Board and made part of the official record. No citizens spoke at the meeting.

## 7. Unfinished Business

### a. Alteration/Addition

- **DRB 000039-2023 Dunes House –**

Ms. Farrar provided staff's presentation as included in the packet. Staff recommended approval with the following conditions:

- Wrap the columns in front of the building to match the existing columns on the opposite side.
- Include a detail for the connections between the awning and the existing columns.
- Insure fans and lighting match existing items on the building.
- Include engineer stamped and sealed plans.
- Replace the existing awning on the ocean side to match the new awning.

Following the staff's presentation, the applicant provided additional. The Board had several questions about the project. The Board asked about the online comments, the awning's effect on density, existing nonconformities, awning structure, and the differences between the existing building and the plans. The Board had a lengthy discussion on the agenda item and expressed concerns about the plan's representation of the building's existing conditions and the final product.

Following the discussion, Mr. Bassett moved to table the item for the March 28<sup>th</sup> meeting. Ms. Lippert seconded. The Motion carried with a vote of 4-0-0.

## 8. New Business

### a) Alteration/Addition

- **DRB 000351-2023 The Other Sister's Wine Bar –**

Ms. Farrar provided the staff's presentation as included in the packet. Staff recommended approval as submitted.

Ms. Lippert made a motion to approve the project with the requirement that they receive approval from Shelter Cove before a permit is pulled for the project. Mr. Moleski seconded the motion. The motion passed with a vote of 4-0-0.

- **DRB 000365-2023 Holiday Inn Express –**

Ms. Farrar provided staff's presentation. This project was reviewed as a conceptual review rather than an alteration/addition with the permission of the applicant. Staff recommended conceptual approval with the following conditions:

- Paint stucco square patterned banding.
- Utilize stucco in the new design.
- Change window configuration on the new "tower" addition to be coordinated to match those on the rear of the building.
- Utilize the existing column design and scale for the new columns.

- Consider opportunities for the addition of Bahama shutters to other elements or possible removal.
- Utilize native plants for the project if possible.

The Applicant provided additional details about the project. The Board asked questions about the shutters, wood replacements, Juliet balcony, curtain wall plans, and building materials.

Ms. Lippert moved to approve with the following conditions:

- Study the base of the Porte-cochère.
- Study the wall near the former parking entry.
- Understand that clear anodized does not typically get approved.
- Review which glazing is truly being obstructed by the addition.
- Provide all floor plans and elevations being affected by the renovation.
- Study element number 16.
- Verify that any doors that exist in the storefront or curtain wall will be shown.
- Study the end corridors needing weather protection.

Amended to include the following:

- Study the streetscape/sidewalk connections for Nassau Street and Celebration Park.
- Provide additional landscaping around the 14-inch magnolia on the northeast corner of the building.
- Sight lighting will be submitted with the final.

Mr. Moleski seconded the motion. The motion carried with a vote of 4-0-0.

## 9. Board Business

None

## 10. Staff Report

### a. Minor Corridor Report

- 267 William Hilton Parkway – Hardscape at the Copper Frog.

## 11. Adjournment

The meeting adjourned at 4:40 p.m.

**Submitted By:** \_\_\_\_\_

**Brian Glover**  
**Administrative Assistant**

**Date: March 14, 2023**