



Town of Hilton Head Island
Design Review Board Meeting
September 26, 2023, at 1:30 p.m.
MEETING MINUTES

Present from the Board: Cathy Foss, Chair; Judd Carstens, Vice-Chair; Annette Lippert; Tom Parker; Ryan Bassett

Absent from the Board: John Moleski, Todd Theodore

Present from Town Staff: Brian Eber, *Development Services Manager*; Alexis Cook, *Principal Planner*; Karla Vincent, *Project Manager*; Karen Knox, *Board Secretary*

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. Ms. Cook replied yes, that DRB-001743 Town Wide Fence Standard has been removed from the Agenda. Ms. Cook also requested that we switch the order and have DRB-001742-2023 – Hilton Head High School Athletics Phase 2 go before DRB-001706-2023 – 1014 WHP Serg Brewery and Car Storage. Chair Foss asked for a Motion to approve the Amended Agenda. Mr. Parker moved to approve. Mr. Bassett seconded. By a show of hands, the Motion passed with a vote of 5-0.

5. Approval of Minutes

a) Regular Meeting of September 12, 2023

Chair Foss asked for a Motion to approve the Minutes of September 12, 2023. Mr. Carstens moved to approve. Mr. Parker seconded. By a show of hands, the Minutes of September 12, 2023 were unanimously approved with a vote of 5-0.

6. Appearance by Citizens

No citizens spoke and one comment was received to the Town's Open Town Hall Portal, a copy of which was given to the Board and will be made part of the official record.

7. Unfinished Business

None

8. New Business

a. Conceptual Review – DRB-001729-2023 – Dune House Lane Redevelopment

Ms. Cook provided staff's presentation as included in the packet and advised that staff had the following comments: is there any proposed changed lighting from the existing condition, can the Applicant provide a color and material board for final submittal and there is one live oak that is behind the retaining wall close to the beach access that is a little too snug and should be placed somewhere else. Staff recommends approval with conditions for this Conceptual.

Following the staff presentation, the Applicant provided an additional presentation and answered questions from the Board.

After discussion, Ms. Lippert moved to approve with the following conditions: 1) staff comments 2) adding bollards at the bike rack area to zone it off the street, 3) adding install sizes on the evergreen shrubs, 4) keeping a progression of palms by the live oak, 5) including the Greenwood Development Approval at Final, 6) providing the bike rack spec at Final, 7) showing details for the retaining wall and including materials with the understanding of the 6 foot buffer will addressed at DPR. Mr. Basset seconded. By a show of hands, the Motion was approved with a vote of 5-0.

b. Conceptual Review – DRB-001742-2023 – Hilton Head High School Athletics Phase 2.

Ms. Cook provided staff's presentation as included in the packet and advised staff is recommending approval. Staff had the following comment regarding the existing brick on the existing building having a slightly different hue to the proposed materials.

Following the staff presentation, the Applicant provided an additional presentation and answered questions from the Board.

After discussion, Vice-Chair Carstens moved the approve with the following conditions: 1) including staff comments, 2) ensure connection to student parking with increased street scape in front of the existing field house building, 3) the relocation of bike racks to that same area, 4) ensuring that we have

evergreen foundation coverage with shrubs, 4) screening around the mechanical equipment on the roofs. Ms. Lippert seconded. By a show of hands, the Motion was approved with a vote of 5-0.

c. Conceptual Review – DRB-001706-2023 – 1014 WHP Serg Brewery and Car Storage

Due to a lack of a quorum, this item will be reviewed at a Special Design Review Board Meeting on October 4, 2023 @ 3:30 p.m.

9. Board Business

None

10. Staff Report

a) Minor Corridor Report

Alexis Cook provided the Minor Corridor Report to the Board.

11. Adjournment

The meeting adjourned at 2:44 p.m.

Submitted By: _____

**Karen Knox
Board Secretary**

Date: October 10, 2023