



Town of Hilton Head Island  
**Design Review Board Meeting**  
September 28, 2021, at 1:15 p.m. Virtual Meeting  
**MEETING MINUTES**

**Present from the Board:** Chair Cathy Foss, Vice Chair John Moleski, David McAllister, Annette Lippert, Judd Carstens, Ryan Bassett, Ben Brown

**Absent from the Board:** None

**Present from Town Council:** Tamara Becker, Glenn Stanford, Bill Harkins, David Ames

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

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**1. Call to Order**

Chair Foss 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**

Chair Foss asked if there were any changes to the agenda. There being none, Ms. Lippert moved to approve. Mr. Carstens seconded. By show of hands, the motion passed 7-0-0.

**5. Approval of Minutes**

a. Meeting of September 14, 2021

Chair Foss asked for a motion to approve the minutes of the September 14, 2021, regular meeting. Mr. Brown moved to approve. Mr. Carstens seconded. By show of hands, the motion passed 7-0-0.

**6. Appearance by Citizens**

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. The comments were provided to the Board for review and made part of the official record. Citizens were provided the option to sign up for public comment participation during the meeting by phone. There were no requests to participate by phone.

## 7. Unfinished Business

### a. Alteration/Addition

#### i. Subway, DRB-002131-2021

Mr. Darnell presented the application as described in the Board's agenda package and stated the application had previously been denied at the September 14, 2021, meeting and is now back before the Board with a substantial change to the proposed color scheme. He stated Staff recommends approval as submitted.

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions by the Board. The Board and the applicant discussed the application, specifically regarding painting the kiosk canopy and bollards the same gray as the body of the kiosk.

Following discussion, Mr. McAllister moved to approve DRB-002131-2021 with the following condition:

1. The bollards and kiosk canopy be painted gray to match the body of the kiosk.

Vice Chair Moleski seconded. By way of roll call, the motion passed by a vote of 7-0-0.

## 8. New Business

### a. New Development – Final

#### i. 15 Wimbledon, DRB-002104-2021

*(Due to a potential conflict of interest, Mr. Bassett recused himself from discussion and voting regarding 15 Wimbledon Court, DRB-002104-2021. The required Potential Conflict of Interest form has been completed and made part of the official record.)*

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

- Revise the lighting plan to be compliant with the LMO requirements and submit for approval by Staff.
- Revise the landscape plan to specify the native honeysuckle.
- Provide an installation detail or plan for the tree and well lights that will not impact tree roots and submit for approval by Staff.

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions by the Board. The Board and the applicant discussed the application, and the following concerns and recommendations were made regarding the project: concern for too much density on the site; concern of three and four story buildings over parking; confirmation of the number of lockout units; improvement on clubhouse revisions; concern the resident unit buildings are monotonous; location of trash receptacles; suggestion to change the roof color as the silver is too shiny; concern regarding the size of the horizontal band on the clubhouse building; confirmation the clubhouse is only to be used for residents; confirmation the fireplaces are single sided; the need for consistency in furnishings and fixtures; confirmation of colors; concern regarding the string lights; concern over exposed light source facing Folly Field Road; use of a landscape buffer along road rather than fencing;

confirmation and clarification of requirements regarding an osprey nest in the area; the need to continue the landscaping beds on building side; concern of screening for trash compactor; additional details needed for bridges on back side of building; concern over the expansion of the pool area; the need to lower the entrance tower; the need for more information on the fountain specifics; and the plans for overflow parking.

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

**ii. Tidal Wave Auto Spa, DRB-002110-2021**

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

- Revise the Plaza Drive elevation to have an uninterrupted water table and submit for Staff review and approval.
- Revise the lighting plan to be compliant with the LMO and submit for Staff review and approval.

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions by the Board. The Board and the applicant discussed the application, and the following concerns and recommendations were made regarding the project: concern over the linear shape of the buildings; confirmation the building rooflines are broken up; concern that a sago plant does not qualify as a landscape median tree; confirmation that the vacuum canopies are broken up; the need to update sheet PR.1 with removal of reference to the White Old Castle split-faced sill callout on the finish schedule; and suggestion to raise the elevation for the three bay windows to the right and the two bay windows to the left on the West elevation.

Following discussion, Ms. Lippert moved to approve DRB-002110-2021 with the following conditions:

1. Revise the lighting plan to be compliant with the LMO and submit for Staff review and approval.
2. Applicant to provide a physical color board for review.
3. PR.1 is to have the split faced brick reference removed.
4. PR.6 is to have a revision of the orientation of the view. It should say West side versus East side.
5. The brick water table is to be raised in the five bays on the West elevation.

Mr. Bassett seconded. By way of roll call, the motion passed by a vote of 7-0-0.

**b. *New Development – Conceptual***

**i. Waterfront Restaurant, DRB- DRB-002107-2021**

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

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions by the Board. The Board and the applicant discussed the application, and the following concerns and

recommendations were made regarding the project: correction that the building is one story with a rooftop deck as opposed to two stories and a rooftop deck; suggestion to be aware of utility layout for landscaping, grading and paving; concern with the large proportion of the building; concern with the height of the building; the purpose of the trellis on the front of the building; and suggestion that landscaping will assist with the left elevation.

Following discussion, Vice Chair Moleski moved to approve DRB-002107-2021 as submitted. Mr. Carstens seconded. By way of roll call, the motion passed by a vote of 7-0-0.

**9. Board Business – None**

**10. Staff Report**

a. Minor Corridor Report - None

**11. Adjournment**

The meeting was adjourned at 3:53 p.m.

**Submitted by:** Vicki Pfannenschmidt, Secretary

**Approved:** October 12, 2021