



Town of Hilton Head Island  
**Design Review Board Meeting**  
August 9, 2022, at 1:15 p.m.  
Benjamin M. Racusin Council Chambers  
**MEETING MINUTES**

**Present from the Board:** Chair Cathy Foss; John Moleski, Annette Lippert, Ryan Bassett, Todd Theodore

**Present from Town Council:**

**Present from Town Staff:** Chris Darnell, Urban Designer; Nicté Barrientos, Assistant Planner – Economic Development; Karen Knox, Senior Administrative Assistant, Brian Glover, 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** – Mr. Carstens was excused.

**4. Approval of Agenda**

Chair Foss asked for a motion to approve the agenda. Ms. Lippert moved to approve. Mr. Moleski seconded. By a show of hands, the motion passed with a vote of 5-0-0.

**5. Approval of Minutes**

**a. Regular Meeting of July 26, 2022**

Chair Foss asked for a motion to approve the Minutes of the July 26, 2022, regular meeting. Mr. Moleski moved to approve. Mr. Bassett seconded. By show of hands, the motion passed with a vote of 5-0-0.

**6. Appearance by Citizens**

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. There were no comments submitted.

**7. New Business**

**a. Alteration/Addition**

- i. Schooner Court Addition, DRB-001918-2022** – Requested addition of a third story to one of the units.

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

Chair Foss asked if the Applicant would like to add to Staff's narrative. The Applicant stated they had nothing to add to Mr. Darnell's presentation. The Applicant answered a few questions from the board and no concerns were raised.

Chair Foss asked for a motion to approve DRB-001918-2022. Mr. Theodore moved to approve. Ms. Lippert seconded. By way of roll call, the motion passed by a vote of 5-0-0.

- ii. Sheriff's Office Reroof, DRB-001946-2022 – Requested change to the color of the asphalt shingles.

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

Chair Foss asked if the Applicant would like to add to Staff's narrative. Mr. Darnell advised that since the property is Town owned, he is the Applicant.

The Board and the Applicant discussed the application. A concern was raised that the project would fall under the Shelter Cove ARB.

Following discussion, Mr. Moleski moved to approve DRB-001946-2022 under the following conditions:

1. The applicant verifies if the project falls under the Shelter Cove ARB.
2. If the project does, the applicant must receive approval from Shelter Cove ARB.

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

### **3. Board Business**

None

### **4. Staff Report**

None

### **5. Adjournment**

The meeting adjourned at 1:29 p.m.

Submitted by: Brian Glover  
Administrative Assistant

**Approved:** August 23, 2022