

***Town of Hilton Head Island***  
***Minutes of the Design Review Board***

**Benjamin M. Racusin Council Chambers**

**May 24, 2016**

**1:15p.m.**

**Board Members Present:** Chairman Jake Gartner, Vice Chairman Dale Strecker, Ron Hoffman, Michael Gentemann, Brian Witmer, Kyle Theodore, Debbie Remke

**Board Members Absent:** None

**Town Council Present:** Tom Lennox

**Town Staff Present:** Heather Colin, Development Review Administrator  
Charles Cousins, Director of Community Development  
Jennifer Ray, Urban Designer  
Teresa Haley, Secretary

**As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting**

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**1. Call to Order**

Chairman Gartner called to order the regular meeting of the Design Review Board at **1:15pm.**

**2. Roll Call - See as noted above.**

**3. Freedom of Information Act Compliance**

The Town has met all Freedom of Information Act requirements for this meeting.

**4. Approval of the Agenda**

The Board **approved** the agenda by general consent.

**5. Approval of Minutes**

The Board reviewed the minutes of the **May 10, 2016** meeting and **approved** the minutes by general consent.

**6. Staff Report**

Ms. Ray noted that Board Training regarding the Town's Development Review Process will follow today's meeting.

**7. Board Business – None**

**8. Old Business – None**

## 9. Unfinished Business – None

## 10. New Business

### A. New Development – Final

- Spinnaker Welcome Center, DRB-000795-2016

*(Ms. Theodore recused herself from review of application DRB-000795-2016 due to a professional conflict of interest. A Conflict of Interest form was completed and signed, and attached to the record.)*

Ms. Ray introduced the project and stated its location: 30 Waterside Drive. Ms. Ray stated that this project received conceptual approval with conditions in March 2016. Ms. Ray presented a review of the previous DRB conditions and described the changes made to the project since the last review. Ms. Ray stated that this project received Forest Beach Owners' Association approval with conditions as included in the Board's packet. Staff recommends approval as submitted.

Chairman Gartner requested that the applicant make a presentation. The applicant expressed appreciation for Ms. Ray's presentation. The applicant answered the Board's questions and concerns.

Chairman Gartner requested comments from the Board. The Board complimented the applicant for incorporating previous Board comments and further noted the project as in keeping with the Design Guide. The Board inquired as to any onsite utilities and whether appropriate screening would be provided. The Board asked for clarification regarding the material of the retaining wall and the colors of the columns, handrails, trim, doors, and windows.

Mr. Strecker made a motion to **approve** DRB-000795-2016 with the following condition: 1) any additional site utilities and the screening of them are to be submitted for Staff review and approval. Mr. Witmer **seconded** the motion. The motion **passed** with a vote of 6-0-0.

- Coligny District Redevelopment, DRB-000877-2016

*(Ms. Theodore recused herself from review of application DRB-000877-2016 due to a professional conflict of interest. A Conflict of Interest form was completed and signed, and attached to the record.)*

Ms. Ray introduced the project and stated its location: 80 & 90 Pope Avenue. Ms. Ray stated that this project received conceptual approval with conditions in December 2015. Ms. Ray presented a review of the previous DRB conditions and described the changes made to the project since the last review. Ms. Ray stated that this project received Forest Beach Owners' Association approval with conditions as included in the Board's packet. Staff recommends approval as submitted.

Chairman Gartner requested that the applicant make a presentation. Ms. Ray, as the applicant, and the Design Team of the project clarified concerns and answered questions of the Board.

Chairman Gartner requested comments from the Board. The Board complimented the project and expressed enthusiasm to see the completed development. The Board discussed the concern for the sufficiency of the lighting plan and inquired as to a more detailed plan. The Board further

discussed and inquired as to the following: a tree demolition plan; the consideration of planting taller trees (6" caliper); the number of parking spaces for visitors; the aesthetics of various materials being used and whether consistent material is needed instead; certain aspects of the new Children's Museum; and the foreseeable deterioration of the outdoor fitness equipment and a maintenance program for such equipment.

Mr. Witmer made a motion to **approve** DRB-000877-2016 with the following conditions: 1) provide shrouds for all the well lights and uplights; 2) consider all cast brass lighting for landscaping; 3) consider all low voltage lighting for landscaping; 4) all low voltage landscape lighting is to be 3,000 degrees kelvin; and 5) provide cut sheets for all the low voltage landscape lighting for Staff review and approval. Mr. Hoffman **seconded** the motion. The motion **passed** with a vote of 6-0-0.

**11. Appearances by Citizens – None**

**12. Adjournment**

Chairman Gartner adjourned the meeting at 2:05p.m.

Submitted by:

Approved by: June 14, 2016

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Teresa Haley, Secretary

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Jake Gartner, Chairman