

**TOWN OF HILTON HEAD ISLAND
THE DESIGN REVIEW BOARD
Minutes of the Tuesday, January 13, 2009 Meeting **APPROVED**
1:15pm – Benjamin M. Racusin Council Chambers**

Board Members Present: Chairman Marvin Caretsky, Vice Chairman Steve Clark,
Ted Behling, Tom Parker, Jack Qualey, Terry Rosser and Todd Theodore

Board Members Absent: None

Council Members Present: None

Town Staff Present: Mike Roan, Urban Design Administrator
Ed Drane, Urban Designer
Sally Krebs, Natural Resources Administrator
Kathleen Carlin, Administrative Assistant

I CALL TO ORDER

Chairman Caretsky called the meeting to order at 1:15pm.

II ROLL CALL

III FREEDOM OF INFORMATION ACT COMPLIANCE

IV APPROVAL OF THE AGENDA

The agenda was **approved** as presented by general consent.

V APPROVAL OF THE MINUTES

The minutes of the December 9, 2008 meeting were **approved** as presented by general consent.

VI STAFF REPORT

The staff provided the board with copies of the Town of Hilton Head Island's Goals and Objectives for 2009 as presented by the office of Town Manager, Mr. Steve Riley.

VII BOARD BUSINESS

None

VIII UNFINISHED BUSINESS

None

IX NEW BUSINESS

Cracker Barrel Site Re-Development – 55 Shelter Cove Lane - New Development – Conceptual

Mr. Roan introduced the proposed project. The applicant is proposing to demolish the existing structure (the former Cracker Barrel restaurant) and construct three new buildings – two restaurants and a bank. The architecture, the colors and the materials are proposed to blend with the neighboring buildings in Shelter Cove.

The new two-story restaurant buildings (5,500 square feet each) will be stucco with paint finishes. The roof tiles are proposed to be a stone-coated steel roofing system. The new bank is proposed to be a one-story building (4,000 square feet) with covered drive-thru. The existing lagoon will be drained and filled appropriately to support the new structures. Proper drainage will be engineered to direct water away from the buildings and collect into an underground system. The three buildings will be connected with crosswalks. Sufficient parking will be provided and landscaping will be installed to provide shade and screened service areas.

Mr. Roan reported that the staff is concerned with the extensive use of stucco. Additional building materials should be added for interest. The staff is also concerned with the proposed imitation barrel tiles. This substitution for genuine barrel tile is inappropriate and its use was previously denied by the board for a different project. The staff recommends authentic barrel tiles especially due to the high visibility of the site. The buildings' roof overhangs should also be made deeper.

Mr. Roan presented the site analysis, the elevations, the courtyard, the site features, and the location of the loading/dumpster area (which is in a very visible area), the hip roof form, and the materials. Mr. Roan also presented the proposed landscape plan. Some elements are not shown on the drawings and they should be (i.e. the roof vents, AC compressors, etc.)

The Conceptual landscape plan indicates very little in terms of plant sizes and species. The defining qualities of this site are the Live Oak trees and the views to the marsh. These should be preserved and the Conceptual plan indicates that they will be. Staff recommends that the two-story buildings receive taller overstory material on the corners to mitigate the heights of the buildings while framing the views to the water.

There seems to be an abundance of single-loaded parking bays which is considered inefficient site-planning in such a constrained situation. A re-working of the site plan might provide some decongestion to the site and allow for reorientation of the buildings to maximize balcony frontage on Broad Creek as well as a broader view between the buildings. Site improvements must meet a 20-foot minimum, 40-foot average buffer from the OCRM critical line. Wetland buffers may only be pruned under the direction of the Natural Resources Division. Due to the above referenced concerns, the staff recommended denial of today's application. Following the staff's presentation, Chairman Caretsky requested that the applicant make his presentation.

Applicant, Mr. Michael Kronimus, with KRA Architects, presented statements in support of the application. The applicant discussed the proposed project, the parking area, the preservation of existing trees, the building materials, and the roofing material.

The board agreed with the staff's concerns regarding the imitation barrel roof tile and the need for additional building materials to supplement the stucco. The board discussed the elevations and the entrance and parking areas. At the completion of the discussion, Chairman Caretsky requested that a motion be made.

Vice Chairman Clark made a **motion** to grant Conceptual approval to this application based on the comments and recommendations provided by the staff and the board today regarding the need for additional building materials, genuine barrel tile roof, and landscaping comments. Mr. Rosser **seconded** the motion and the motion **passed** with a vote of 7-0-0.

Hilton Head Christian Academy – 55 Gardner Drive - New Development – Final Review

(Mr. Qualey recused himself from the following review based on a potential conflict of interest. A Conflict of Interest form was completed and signed for the record).

Mr. Roan presented the background information on this application. This project received Conceptual approval without conditions. The color palette was approved at the Conceptual review. The staff has no concerns with the architectural portion of today's submission. Mr. Roan presented details regarding the elevations and the parking.

The staff believes that the landscaping in the off-site parking area addresses the development very well. However, the materials adjacent to the new classroom building appear greatly undersized in both species and specified size relative to the expanses of the two-story elevations. This is especially true for those areas without the interruption of windows.

A hierarchy of overstory tree, foundation plantings, and groundcover should be established to soften the vertical impact of the buildings. The staff feels that the two Crepe Myrtle trees located in the new parking area seem out of place relative to the context of the proposed plantings. The massing of Red Maple trees at the drop-off area will provide wonderful color briefly in the fall, but will generally provide no overstory or shading of the paved area and will articulate as a bare landscape at the front elevations for a good part of the year. The applicant should meet on site with the Natural Resources staff to locate the lights and the electrical lines to minimize damage to the existing tree roots. The staff recommended approval of today's application with conditions. At the completion of the staff's presentation, Chairman Caretsky requested that the applicant make his presentation.

Applicant, Mr. Barry Taylor, with KRA Architects, presented statements in support of the application. The board and the applicant discussed the landscape plan and the board agreed with the staff's recommendations with regard to the plan. At the completion of the discussion, Chairman Caretsky requested that a motion be made.

Vice Chairman Clark made a **motion to approve** the application subject to the board's approval of a resubmitted landscaping plan. The applicant should pay particular attention to mixing up the plant material and softening up the corner of the building as discussed today. Mr. Theodore **seconded** the motion and the motion **passed** with a vote of 6-0-1 (*Mr. Qualey abstained*).

The Children's Center – 8 Nature Way - New Development (Intermediate Review)

(Mr. Theodore recused himself from the following review based on a potential conflict of interest. A Conflict of Interest form was completed and signed for the record).

Mr. Roan provided background information regarding the board's Conceptual review of the project. The Children's Center is currently located at the intersection of Mathews Drive and Marshland Road. It will be relocated to a new site that is adjacent to Jarvis Creek Park.

Mr. Roan discussed the elevations, the building materials, and the roof dormers which are designed to break up the structure's long roof line. The staff recommended that a gable be used to provide additional relief. Ms. Sally Krebs presented statements regarding the need for impervious materials to be used for the pathways and under the specimen trees.

Mr. Roan stated that no landscape plan was provided with today's submission and one will be required for Final review. At the completion of the staff's presentation, Chairman Caretsky requested that the applicant make his presentation.

Applicant, Mr. Barry Taylor, with the FWA Group, presented statements in support of the application. The applicant and the board discussed the extension of the roof overhangs, the roof forms, and the need for a final landscape plan. No motion was required today for the project's intermediate review.

Airport Self Storage – 69 Mathews Drive - New Development – Final Review

(Mr. Parker recused himself from the following review based on a potential conflict of interest. A Conflict of Interest form was completed and signed for the record).

Mr. Roan provided background information regarding the board's Conceptual review of the project. Today's Final application builds upon the Conceptual and the staff has no issues with the architecture. The staff recommends approval with the condition that all landscape plan materials, minus the groundcover, be increased by at least one container size. More overstory vegetation should be planted in lieu of the Crepe Myrtles trees at the front elevation. This will help soften the building visually from the street. Of course, this will need to be done within constraints of the airport.

The staff also recommends that the street buffer vegetation be increased. The staff believes that the adjacent use buffers should minimize the number of plants and should take on a more native feel. An increase in the container size of plant material will help soften this significant development. The use of Asiatic Jasmine may not be a good choice on the site due to the shade less conditions. More native plants should be incorporated into the landscape plan. Staff feels that in order for the proposed Bioswale to perform correctly, it should be heavily planted with native grasses and wetland plants. The staff recommended approval of today's application with conditions.

At the completion of the staff's presentation, Chairman Caretsky requested that the applicant make his presentation.

The applicant, Mr. Michael Brock, with Ward Edwards Engineering, presented statements in support of the landscaping portion of the application. The applicant stated that they have increased the container size of the Wax Myrtle trees. The applicant and the board discussed the staff's recommendation for additional native vegetation in the landscape plan. They also discussed the existing vegetation line and the suitability of the soil.

Mr. David Ames, Chairman of the Beaufort County Aviation Advisory Board, presented statements in concern of the location of three existing Live Oak trees relative to the aviation easements. At the completion of the discussion, Chairman Caretsky requested that a motion be made.

Vice Chairman Clark made a **motion** to **approve** the final application subject to the following conditions: (1) The revised landscape plan presented by the staff today is approved; (2) the planting soil is to be rejuvenated as recommended by the staff. This should be detailed on the planting plan as it moves forward. Mr. Rosser **seconded** the motion and the motion **passed** with a vote of 6-0-1 (*Mr. Parker abstained*).

Ocean One AT&T Antennae – 11 S. Forest Beach Drive - Alterations/Additions

Mr. Roan introduced the project. Today's application is for three locations for roof top telecommunication antennae. Stealth technology has been used to conceal the antennae giving them the appearance of chimney features which will match the existing building material and color.

Ms. Sally Krebs presented comments regarding the pruning of existing trees. The staff recommended approval of today's application. At the completion of the staff's presentation, Chairman Caretsky requested that the applicant make his presentation.

Applicant, Mr. Fred Womble, with SBA Network Services, Inc., presented statements in support of the application. The board and the applicant discussed the chimney structures and the applicant's coverage objectives. At the completion of the discussion, Chairman Caretsky requested that a motion be made.

Chairman Caretsky made a **motion** to approve the application as presented. Mr. Parker **seconded** the motion and the motion **passed** with a vote of 7-0-0.

SAS Shoes – 155 William Hilton Parkway - Alterations/Additions

Mr. Roan introduced the project. The applicant is proposing an exterior renovation of this existing building, reconfiguration of the parking area, and the introduction of a landscape buffer. The renovation will transform the appearance of this building and will soften the existing front and side yards.

The parcel that the building is located on is surrounded by Town owned property on all sides. Coordination of the easements with the Town will be required for approval. A major portion of the

current hardscaped parking area will be removed to accommodate a landscape buffer along William Hilton Parkway. It will incorporate landscaping elements while the proposed parking area will include landscaping and a sidewalk for access to the front of the building.

The structure's existing lower roof is to remain. A new upper roof will match the lower roof and will be painted a neutral color. The existing rear windows are not in proportion to the façade; however, they will be concealed by fencing. There is no landscape plan with this application and one should be required for approval.

Mr. Roan and the board discussed the easement issue which will need to be resolved relative to the parking and the access. This may affect the Final plan. Mr. Roan also discussed the proposed landscape plan which is a great improvement to the site. A finished landscape plan that depicts the quantities of plant materials will be required. Mr. Roan distributed a color board for the board's review. The staff recommended approval of today's application with conditions. At the completion of the staff's presentation, Chairman Caretsky requested that the applicant make his presentation.

The applicant, Mr. Dan Ogden, with Runyon Architects, presented statements in support of the application. The board and the applicant discussed the landscape plan, the proposed roof element, and the easement issues. The board complimented the applicant on the quality of the project. At the completion of the discussion, Chairman Caretsky requested that a motion be made.

Vice Chairman Clark made a **motion** to **approve** the application with the following conditions: (1) Town Council is to approve the resolution of all easement issues; (2) a landscape plan depicting the sizes and the quantities of all plant materials is to be provided and approved. Chairman Caretsky **seconded** the motion and the motion **passed** with a vote of 7-0-0.

Dockmaster – 90 Helmsman Way, Unit # 202 - Alterations/Additions

Mr. Roan provided the background details on the application. Today's submission is for approval of a roof top trellis at this multi-story villa building located in Palmetto Bay Marina. At one time all of the top floor units had a very similar trellis feature but they were removed at some point without receiving DRB approval. Since that time one of the owners has replaced his trellis; however, this was also done without approval from the DRB.

The staff believes that the replaced trellis adds to the architectural character of the roof line just as it was originally designed to do. However, continuity in this regard is lacking because none of the other owners have expressed an interest in replacing their trellises. The staff believes that a policy should be in place for the replacement of all trellises in order to restore the original roof line. The staff recommends that a reasonable timeframe should be given for this restoration. The staff recommended approval of today's application with conditions.

The board discussed the issue and agreed with the staff's recommendation for restoration of the trellises. At the completion of the discussion, Chairman Caretsky requested that a motion be made.

Vice Chairman Clark made a **motion** to approve today's application for replacement of the trellis. The board further instructed the Town to pursue the restoration of all other trellises as they originally existed. The other trellises should match today's application. The restoration of all trellises should be completed within a two-year timeframe. Mr. Qualey **seconded** the motion and the motion **passed** with a vote of 7-0-0.

Caoba Construction – 144 Arrow Road - Minor External Change

Mr. Roan introduced the project. The applicant is proposing to repaint the exterior portion of their office and shop. The applicant would like to paint the existing grey stucco façade a Smoked Pearl natural tan color which will closely match other areas of the building. The staff has no objection to this request but would like to recommend that the white door be painted a compatible color. The staff also recommends that an existing illegal light fixture be removed from the building. If the light fixture is replaced, it should be replaced with a compliant fixture. The staff recommended approval of today's application with conditions. At the completion of the staff's presentation, Chairman Caretsky requested that the applicant make his presentation.

Applicant, Mr. Ralph Schulze, with Caoba Construction, presented statements in support of the application. The applicant stated that he does not own the illegal light fixture. The applicant will comply with the staff's request to paint the door a compatible color. At the completion of the board's discussion, Chairman Caretsky requested that a motion be made.

Mr. Qualey made a **motion** to approve the application with the following conditions: (1) the door is to be painted a compatible color as recommended by the staff; (2) the illegal light fixture is to be removed to the extent under control of the owner. Mr. Theodore **seconded** the motion and the motion **passed** with a vote of 7-0-0.

Enmark – 3 Palmetto Bay Road - Minor External Change

Mr. Roan introduced the project. The applicant proposes to make color changes to this existing convenience store/gas station. The stucco facades will be changed from the present terracotta color to a light natural tan. The existing striped canvas awnings will be replaced with solid dark red canvas awnings. The applicant would also like to repaint the columns and brackets a black color. The staff recommends approval of the building color and the awning color. However, the staff recommends that the columns and the brackets remain dark brown instead of black. The staff recommended approval with this condition.

The staff also believes that several opportunities exist to improve the landscaping at the street buffer. The site is non-conforming for the street buffer and little space exists for planting due to the location of a drainage ditch. The staff suggests that the applicant plant native grasses and flowering plants in this location for an improved appearance. Following the staff's presentation, Chairman Caretsky requested that the applicant make his presentation.

Applicant, Mr. Ken Marshall, with Enmark, Inc., presented statements in support of the application. The board and the applicant discussed the proposed colors, the new awnings, and the recommendation for additional vegetation. The applicant stated that adequate landscaping will be provided in accordance

with the staff's recommendation. At the completion of the discussion, Chairman Caretsky requested that a motion be made.

Mr. Behling made a **motion** to **approve** the application as presented with the condition that the columns and brackets remain the existing brown color. Mr. Qualey **seconded** the motion and the motion **passed** with a vote of 7-0-0.

Red Piano Gallery – 220 Cordillo Parkway - Re-Roofing – Minor External Change

Mr. Roan introduced the project. The applicant would like to replace the deteriorated wood shingle roof on this building with a new standing seam metal roof painted "patina green". The building has a low country cottage design and the proposed patina green metal roof is consistent with the olive toned, rough saw Cypress siding. The existing wood siding will be cleaned and re-stained if necessary. The staff recommended approval.

At the completion of the staff's presentation and discussion by the board, Chairman Caretsky requested that a motion be made.

Vice Chairman Clark made a **motion** to **approve** the application as presented. Chairman Caretsky **seconded** the motion and the motion **passed** with a vote of 7-0-0.

** Please note: Chairman Caretsky and Mr. Qualey excused themselves from the remainder of the meeting at this time. Vice Chairman Clark assumed the chairman's duties.*

Festival Center Sign System – 45 Pembroke Drive - Signs

Mr. Roan introduced the project. There are currently five free-standing monument signs in this complex. Monument signs # 1 and # 4 include a main complex ID panel and two secondary panels. The secondary panels are for the anchor tenants, Wal-Mart and Publix. Wal-Mart also has two additional free standing monument signs. There is a multi-tenant directory which has sufficient space for each tenant to have a panel.

The staff recommended approval with the following conditions: the multi-tenant panels should be limited to signs # 1 and # 4 and they should be limited to two tenant signs; the directional signs should be limited to one font color and one size. With regard to the façade signs, the staff recommended that they be limited to the bronze color only. The staff recommended that the applicant use the other colors for the under canopy signs. At the completion of the staff's presentation, Vice Chairman Clark requested that the applicant make his presentation.

Mr. Sean Custer, with Southern Sign & Awning Company, presented statements in support of the application. The board and the applicant discussed several issues including the use of neon lighting versus LED lighting.

At the completion of the discussion, Chairman Clark made a **motion** to approve the application with the following conditions: (1) the multi-tenant panels are limited to signs # 1 and # 4. They are limited to

two tenant signs; (2) the directional signs are limited to one font color and one size; (3) for the façade signs, the applicant is permitted to use either the LED channel or the neon provided that they are used consistently; (4) the façade signs are limited to the bronze color only. The under canopy signs can use the other six colors submitted today. Mr. Parker **seconded** the motion and the motion **passed** with a vote of 5-0-0.

Enmark – 3 Palmetto Bay Road – Signs

Mr. Roan introduced the project. Mr. Roan reported that the proposed colors were denied previously by the board. The staff is concerned with today's submission because the colors are too vivid. Muted colors are recommended to be compliant with the Town's Design Guide. The board agreed with the staff's recommendation. The board also reported the need to verify the shade of yellow in the field. The staff and the board also discussed the need for adequate landscaping to be placed around the sign. The staff recommended approval with conditions. At the completion of the staff's presentation, Vice Chairman Clark requested that the applicant make his presentation.

The applicant (no name was provided) presented statements in support of the application. The board and the applicant discussed the proposed colors and the need for enhanced landscaping around the sign. The applicant indicated that adequate landscaping will be provided and maintained.

At the completion of the discussion, Vice Chairman Clark made a **motion** to approve the sign application with the condition that the colors be the ones presented by staff today. The approved colors are: Olympic/C33-6, Glidden/60YY79/367R, and Sherwin Williams/SW7006. The staff will verify the colors in the field. Mr. Behling **seconded** the motion and the motion **passed** with a vote of 5-0-0.

Regions Bank – 2 Lafayette Place – Signs

Mr. Roan introduced the project. This application is for an addition to an existing free-standing monument sign. The applicant is proposing to add a new tenant name with cut-out letters painted black. The existing address on the sign would also be painted black. The staff recommended that the proposed Morgan Keegan copy and the horizontal line should match the darker green of the address (rather than black). The staff generally disapproves all black copy on a virtually white background.

The board discussed the project and agreed with the staff's recommendation. At the completion of the discussion, Vice Chairman Clark requested that a motion be made.

Mr. Parker made a **motion** to **approve** the application with the condition that the applicant complies with staff's recommendation regarding color. The dark green color is to be used for the Morgan Keegan copy and the horizontal line instead of black. Mr. Rosser **seconded** the motion and the motion **passed** with a vote of 5-0-0.

Pana Roofing – 16 Spanish Wells Road - Signs

Mr. Roan introduced the project. The applicant would like to redesign the existing free-standing monument sign. They propose to replace the "Twin Oaks Office Center" with "Metal Fabrications". They propose to add "Pana Roofing Company" to the bottom portion of the sign. The staff recommended denial due to the application's lack of compliance with sign regulations.

The application suggests that the configuration of the business is two entities in separate storefronts. The staff feels this should be identified as a single building with two separate tenant panels. In essence, adding an additional panel to the existing sign configuration within the physical constraints of the existing construction. The board discussed this concern and agreed overall with the staff's recommendation. At the completion of the discussion, Vice Chairman Clark requested that a motion be made.

Mr. Parker made a **motion to deny** the sign application due to incompliance with sign regulations. Mr. Rosser **seconded** the motion and the motion **passed** with a vote of 4-1-0. Mr. Behling was opposed to the motion.

X APPEARANCE BY CITIZENS

None

XI ADJOURNMENT

The meeting was adjourned at 4:10 pm.

Submitted By:

Approved By:

Kathleen Carlin
Administrative Assistant

Marvin Caretsky
Chairman