

Town of Hilton Head Island
Design Review Board
Minutes of the Tuesday, November 8, 2011 Meeting **APPROVED**
1:15pm – Benjamin M. Racusin Council Chambers

Board Members Present: Chairman Todd Theodore, Vice Chairman Scott Sodemann,
Tom Parker, and Galen Smith

Board Members Absent: Jennifer Moffett and Deborah Welch, Excused

Council Members Present: None

Town Staff Present: Mike Roan, Urban Design Administrator
Richard Spruce, Plans Administrator
Kathleen Carlin, Administrative Assistant

1. CALL TO ORDER

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

2. ROLL CALL

3. FREEDOM OF INFORMATION ACT COMPLIANCE

4. APPROVAL OF THE AGENDA

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

5. APPROVAL OF THE MINUTES

The minutes of the October 25, 2011 meeting were **approved** as presented by general consent.

6. STAFF REPORT

Mr. Roan stated that a 7th member of the DRB is under consideration by the Town. Staff should have additional information on the potential appointment within the next couple of weeks.

7. BOARD BUSINESS

None

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

A. Verizon Cell Tower Cabinet - Union Cemetery Road- Alteration/ Addition – DR110039

Mr. Roan introduced the application and stated the cell tower's location on Union Cemetery Road. The applicant is proposing to replace an existing cabinet that is located within an existing screened area. The new cabinet will be elevated 4-1/2 feet and it will be based in a concrete slab. The cabinet box is stucco. Mr. Roan provided an in-depth review of the project including photos of the site. The

staff recommended that the application be *approved*. Following a brief discussion by the Board, Chairman Theodore requested that a motion be made.

Mr. Parker made a **motion** to **approve** the Verizon Cell Tower Cabinet application on Union Cemetery Road as presented. Vice Chairman Sodemann **seconded** the motion and the motion **passed** with a vote of 4-0-0.

B. 2 Southwood Park Renovations - Alteration/ Addition – DR110040

Mr. Roan introduced the application and stated its location. The application is to upgrade the exterior of the 2 Southwood Park Drive Commercial Building. The structure currently has wood siding, storefront systems, and roll up doors on the front elevation. The applicant wishes to remove several trees, improve the respective features, and install awnings/canopies along the front of the building. The wood siding will be replaced with a stucco finish.

The proposed removal of the pear trees at the front of the building is warranted, and will be treated as a landscape element of the project, although the removal of the pine trees is a permitting matter to be settled with Natural Resources. There are also three palmetto trees on the left elevation that will be coming out, and will need Natural Resource approval as well. Given the absence of landscaping in the parking lot, and the extent of proposed removal, a full landscape plan should be submitted.

The application proposes the installation of stucco planters along the front of the building, although no detail is provided. Only two elevations of the building are addressed in the drawings. Also, the color and material samples for the stucco and awning will need to be provided to the Board. The awning/canopies seem to be proposed between entry features but not over the storefront elements.

The *Design Guide* recommends avoiding flat roof forms, and while the improved entry features are a significant step in the right direction, perhaps some pitched element might keep them closer to the intent of the *Design Guide*. While staff does not advise that the applicant pull directly from it, the Triangle Square renovation utilized a similar improvement, which was well received and is more in keeping with the *Design Guidelines*. Mr. Roan stated that the application makes a major step in improving the property and should ultimately be approved, given some clarification on the above referenced issues.

Mr. Roan provided an in-depth review of the project including photos of the site, the elevations, the colors and materials, and roof details. Following staff's presentation, Chairman Theodore requested that the applicant make his presentation.

The applicant, Mr. Tom Shimada, presented statements in support of the application. The Board complimented the intent of the project. The Board and the applicant discussed the color of the stucco, door details, roof details, and landscaping details. The Board stated that the roof element should have additional mass (roof elements should anchor the ends of the building and they should look unified). The Board recommended that the applicant soften the front elevation with additional wood elements. Wrapping the wood elements around the building would bring some unity to the project. The Board stated that they would like to see actual samples of the applicant's final colors.

Regarding the landscaping, the Board stated that this is a good opportunity to address the landscaping at the street front, perhaps with canopy trees. The proposed removal of two large pine trees will need to be approved by Natural Resources. Lastly, the Board and the applicant discussed the dumpster area (which needs to be screened appropriately).

The applicant thanked the Board for their review. Due to today's recommended design revisions and the need for hard samples of the final colors, the Board recommended that the applicant *withdraw* today's submission. The applicant agreed and will incorporate the recommended design revisions in the final submission. Hard samples of final colors will also be provided at a future date.

10. ADJOURNMENT

The meeting was adjourned at 2:00pm.

Submitted By:

Approved By:

November 22, 2011

Kathleen Carlin
Administrative Assistant

Todd Theodore
Chairman