

The Town of Hilton Head Island
DESIGN REVIEW BOARD
Minutes of the Tuesday, May 10, 2011 Meeting **APPROVED**
1:15pm – Benjamin M. Racusin Council Chambers

Board Members Present: Chairman Tom Parker, Ted Behling, Jennifer Moffett,
 Galen Smith, Scott Sodemann, and Deborah Welch

Board Members Absent: Vice Chairman Todd Theodore

Council Members Present: None

Town Staff Present: Mike Roan, Urban Design Administrator
 Richard Spruce, Building Plans Administrator
 Heather Colin, Development Review Administrator
 Kathleen Carlin, Administrative Assistant

1. CALL TO ORDER

Chairman Parker 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 April 12, 2011 meeting were **approved** as presented by general consent.

6. STAFF REPORT

None

7. BOARD BUSINESS

None

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

(Chairman Parker recused himself from review of the following application due to a professional conflict of interest. A Conflict of Interest form was completed and signed for the record. Chairman Parker then appointed Mr. Sodemann to act as temporary Chairman.)

First Presbyterian Church - Phase III- Alteration/Addition - DR110020

Mr. Roan introduced the application and stated its location, 540 William Hilton Parkway. Today's application represents the third and final phase of this project.

The main element of the new construction is a "gathering space" which will provide space for fellowship activities, non-worship assembly functions, and other church related activities. The new work includes a choir rehearsal hall, a new elevator, new restrooms, and a new parlor. The design intent is that all new and modified elements will blend seamlessly with the existing structure. All proposed materials and colors will match the existing.

The site design requires minimal site disturbance. Several hazardous trees previously proposed to be taken down along with several existing trees within the building footprint are to be removed. Several existing aggregate walks will be removed and then replaced or widened. A new walk accessing the proposed addition from the parking lot will be added. New sidewalk materials will be exposed aggregate with select areas receiving brick banding to match the existing walks and the brick on site.

An existing service area will be renovated to include a dumpster screen fence with access gates. Materials will be wood stained to match the colors of the adjacent Fellowship Hall. Minor landscape enhancement is proposed which will include some replacement of turf and planting areas that are disturbed by construction. New landscaping will help soften the new addition with replacement materials complementing the existing look.

Site lighting will be renovated to include additional Palmetto Electric shoebox fixtures within the pedestrian circulation areas to provide additional low level lighting. There will be no new parking or street fixtures.

Mr. Roan presented an in-depth review of the application including the site plan, the elevations and the landscaping details. Because of significant/specimen live oak trees in the area where the dumpster is proposed (between the existing buildings), Natural Resources will require alternates for asphalt and conventional concrete (such as pervious concrete) that can be installed on top of existing grade in this area, and/or a reduction in paving to accommodate the tree's roots. In areas where large, mature trees are retained, arrangement of new landscaping to minimize root damage is required.

Staff recommended that the application be approved with the condition that replacement shoeboxes match the lighting in the field; and that placement of azaleas in the field around 19/24 Live Oak should be done to minimize root disturbance. At completion of the staff's presentation, Acting Chairman Sodemann requested that the applicant make his presentation.

Mr. Trey Griffin, Landscape Architect, and Mr. Jake Lee, Project Architect, presented statements in support of the application. The board and the applicants briefly discussed the project. Following final comments by the board, Acting Chairman Sodemann requested that a motion be made.

Mr. Behling made a **motion** to **approve** the First Presbyterian Church Phase III application with the following conditions: (1) the new lighting shall match the existing lighting on site; (2) placement of the azaleas shall minimize root disturbance of the live oak tree; (3) Natural Resources' comments regarding the use of concrete in the utility area shall be adhered to. Ms. Welch **seconded** the motion and the motion **passed** with a vote of 5-0-0.

Verizon Cell Cabinet - Shell Point (Wild Horse Road) - Alteration Addition – DR110021

Mr. Roan introduced the application and stated its location, 105 Wild Horse Road. The application is for replacement of an existing equipment cabinet in an existing fenced yard. Mr. Roan presented an in-depth review of the application including photographs of the existing site. Staff recommended that the application be approved as submitted. The applicant was not present at today's meeting for questions or comments from the board. Following discussion by the board, Chairman Parker requested that a motion be made.

Mr. Behling made a **motion** to **approve** the Verizon Cell Cabinet – Shell Point application as presented. Ms. Moffett **seconded** the motion and the motion **passed** with a vote of 6-0-0.

1005 Marshland Road - New Cell Tower Installation – DR110022

Mr. Roan stated that this application is for a new cell tower. The telecommunication tower is to be located at 1005 Marshland Road on the 3.5 acre tract owned by the Town of Hilton Head Island. The cell tower will be located next to Fire Station # 7.

The applicant, American Tower Corporation, is proposing to lease the 2,403 square foot area. The proposed mono-‘pine’ tower is to be camouflaged as an evergreen tree with antenna branches. The project will be enclosed by a wooden fence and landscaping will be installed on the south and east sides of the fence for added screening. Mr. Roan stated that Town Council has already approved the concept of the tree form cell tower.

Mr. Roan presented an in-depth review of the application. The staff recommended that the following four conditions be attached to an approval of the application: (1) bottom of antennae ‘canopy’ should be extended downward to reach top of existing tree canopy in the field; (2) top of equipment cabinet on the ground is 10’- 0” and the proposed fence height is 6’- 0”. Any and all efforts should be made to obscure all ground equipment; (3) the fence should be painted or stained a dark color to complement the finishes on the adjacent Fire Station; (4) the applicant should consider asphalt access drive for consistency of quality and materials at parking drive aisle.

The proposed plan mitigates the fence and meets Natural Resources’ directives. The area between the parking lot and fence should be screened, as well, to wrap around the corner at a minimal distance.

Natural Resources staff has reviewed the trees to be removed through onsite assessment. All trees proposed to be removed are in poor and/or declining health. The tree replacement detailed on the applicant’s landscape plan meets established LMO requirements. The applicant was not present at today’s meeting for questions or comments from the board.

The board discussed the concept of the camouflaged 145-ft. mono “pine” tower with antenna branches. This is a new concept for the Town; and the board expressed some concern with the aesthetics of the project. Mr. Roan stated that the cell tower tree form is a directive from Town Council. The board agreed with staff’s four recommended conditions. At completion of the discussion, Chairman Parker requested that a motion be made.

Mr. Smith made a **motion** to **approve** the 1005 Marshland Road - New Cell Tower Installation application as presented by staff including staff’s recommended conditions: (1) the bottom of antennae ‘canopy’ should be extended downward to reach top of existing tree canopy in the field; (2) the six-foot fencing shall be stained a dark color to complement the finishes of the adjacent Fire Station; (4) an asphalt access drive shall be used for consistency of quality and materials at parking

drive aisle. Mr. Sodemann **seconded** the motion. Mr. Behling requested that the motion be amended to include a condition that the shape, the form, and the color of the branches and the needles shall match the branches and the needles of existing pine trees on Hilton Head Island to greatest extent possible. Mr. Smith agreed to the amendment. The amended motion **passed** with a vote of 6-0-0.

10. ADJOURNMENT

The meeting was adjourned at 2:25pm.

Submitted By:

Approved By:

May 24, 2011

Kathleen Carlin
Administrative Assistant

Tom Parker
Chairman