

**Town of Hilton Head Island**  
**Design Review Board**  
**Minutes of the Tuesday, April 24, 2012 Meeting      APPROVED**  
**1:15p.m – Benjamin M. Racusin Council Chambers**

Board Members Present:      Vice Chairman Scott Sodemann, Jennifer Moffett,  
   Galen Smith and Deborah Welch

Board Members Absent:      Chairman Todd Theodore, Tom Parker and Jack Gardner, *Excused*

Council Members Present:      Bill Ferguson

Town Staff Present:              Mike Roan, Urban Design Administrator  
   Rocky Browder, Environmental Planner  
   Kathleen Carlin, Administrative Assistant

---

**1.    CALL TO ORDER**

Acting Chairman Scott Sodemann called the meeting to order at 1:15p.m.

**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**

Approval of the minutes of the March 27, 2012 meeting is deferred to the May 8, 2012 meeting.

**6.    STAFF REPORT**

None

**7.    BOARD BUSINESS**

None

**8.    UNFINISHED BUSINESS**

None

**9.    NEW BUSINESS**

**First Presbyterian Church** – Courtyard Addition – Alteration/Addition – DR120015

Mr. Roan introduced the application and stated the location, 540 William Hilton Parkway. The applicant is proposing to reconfigure the courtyard area of the church and add a large courtyard privacy fence.

Mr. Roan presented a detailed description of the project including an overhead review of the site. Project photographs include the existing courtyard area showing the area to be renovated, and the

area that will receive a garden path and privacy fence. The proposed fence is a 6-foot wood screen fence with brick columns. The fence will close the gap between the existing Columbarium and the Sanctuary walls. All proposed colors and materials will match the existing. Mr. Roan also reviewed the landscape plan. A row of evergreen trees will be placed along the fence line to help mitigate the noise from William Hilton Parkway. The staff recommended that the application be approved approval pending final review by Natural Resources. Following staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Travis Tuck, with Wood + Partners, presented statements in support of the application. The Board and the applicant discussed the fence detail and the landscape plan. Following the Board's discussion, Chairman Sodemann requested that a motion be made.

Ms. Welch made a **motion to approve** the First Presbyterian Church Courtyard Addition application as presented by staff. Mr. Smith **seconded** the motion and the motion **passed** with a vote of 4-0-0.

**10. APPEARANCE BY CITIZENS**

None

**11. ADJO-URNMENT**

The meeting was adjourned at 1:35p.m.

Submitted By:

Approved By:

May 22, 2012

\_\_\_\_\_  
Kathleen Carlin  
Administrative Assistant

\_\_\_\_\_  
Scott Sodemann  
Acting Chairman