

**Town of Hilton Head Island**  
**Design Review Board** **APPROVED**  
**Minutes of the Tuesday, June 12, 2012 Meeting**  
**1:15p.m – Benjamin M. Racusin Council Chambers**

Board Members Present: Chairman Todd Theodore, Vice Chairman Scott Sodemann,  
Jake Gartner, Tom Parker and Deborah Welch

Board Members Absent: Galen Smith and Jennifer Moffett, Excused

Council Members Present: None

Town Staff Present: Jennifer Ray, Urban Designer  
Teri Lewis, LMO Official  
Richard Spruce, Plans Review Administrator  
Anne Cyran, Senior Planner  
Kathleen Carlin, Administrative Assistant

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**1. CALL TO ORDER**

Chairman Todd Theodore 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**

The Board **approved** the minutes of the March 27, 2012 meeting as **amended** by general consent.  
The Board also **approved** the minutes of the May 22, 2012 meeting as **amended** by general consent.

**6. STAFF REPORT**

None

**7. BOARD BUSINESS**

**Nomination and Election of Officers for July 1, 2012 – June 30, 2013**

Chairman Theodore stated that the Board is scheduled to nominate and elect officers for the new term, July 1, 2012 – June 30, 2013.

Chairman Theodore began by nominating Mr. Scott Sodemann to serve as the new Chairman. Mr. Sodemann accepted the nomination. As there were no additional nominations for the office of Chairman, Chairman Theodore requested that a vote be taken on this nomination. The Board voted unanimously to elect Mr. Scott Sodemann as Chairman for the new term, July 1, 2012 – June 30, 2013.

Chairman Theodore then requested that a nomination be made for the office of Vice Chairman. Mr. Parker nominated Ms. Deborah Welch to serve as the new Vice Chairman. Ms. Welch accepted the nomination. As there were no additional nominations for the office of Vice Chairman, Chairman Theodore requested that a vote be taken on this nomination. The Board voted unanimously to elect Ms. Deborah Welch as Vice Chairman for the new term, July 1, 2012 – June 30, 2013. Chairman Theodore thanked Mr. Sodemann and Ms. Welch on behalf of the board.

## 8. UNFINISHED BUSINESS

None

*Mr. Tom Parker recused himself from review of the following application due to a professional conflict of interest. A Conflict of Interest Form was completed, signed, and attached to the record.*

## 9. NEW BUSINESS

**Tower Beach Park - Sea Pines** – New Development Conceptual Review – DR120016

Ms. Jennifer Ray introduced the application and stated its location, 99 South Sea Pines Drive. The applicant is proposing to remodel the Tower Beach Park facilities to meet the expectations and needs of the community.

Ms. Ray presented an in-depth review of the Conceptual application. Proposed changes include the addition of a new beach pavilion, the renovation of existing restroom facilities, enhanced pedestrian access, a security station and park entrance, reconfigured parking lot, and improved landscaping. The site fronts on South Sea Pines Drive and is adjacent to residential lots on the East and West.

The new beach pavilion will have a kitchen, covered dining/gathering area, beach lockers, and turtle-friendly lighting. The renovation of existing restroom facilities will include upgraded fixtures and finishes, footwash and shower. Enhanced pedestrian access will include a handicapped accessible new boardwalk system, drop off/pickup shelter, trellis swings with beach views and benches. The reconfigured parking lot will improve vehicular circulation within, as much as possible, the existing parking lot footprint. Additional pervious parking will be provided.

The landscaping plan is designed to preserve/enhance the existing topography and vegetation, and to screen views and activity from the adjacent residences. The landscape plan emphasizes native plant material. The proposed landscape does mitigate parking, which is needed. Staff will require a full landscape plan and schedule for the Final approval.

The applicant will need to specify how they are softening the taller lattice elements of the new structure as well as any landscape around the security station.

The applicant does not specify any colors or materials in the Conceptual application. Color and material specifications will be required for Final approval. Staff believes that the extent of stucco on a beachfront amenity would typically benefit from a tabby finish. The Security Station features an aggressive cantilever. Any potential “top-heaviness” will be eased in the third dimension.

Ms. Ray stated that this application is also under Conceptual review by the Sea Pines ARB (it is being reviewed concurrently to expedite permitting). The Town cannot provide Final approval for this project until it receives the approval from Sea Pines ARB. Staff recommended that the Conceptual application be approved as submitted. Following staff’s presentation, Chairman Theodore requested that the applicants make their presentation.

Applicants Mr. Chris Darnell, with J.K. Tiller Associates, and Mr. Jake Lee, with Lee & Parker Architects, presented statements in support of the application. The applicants reviewed several design details, pervious parking details, and handicap access details. Mr. Darnell stated that the

drive aisles will be impervious asphalt and the parking spaces will be a pervious material. Mr. Lee presented comments regarding the gatehouse and overhang cantilever. Mr. Gartner and Mr. Lee discussed the extent of the gable overhang. Ms. Welch asked if the applicant has considered brackets instead of the cantilever. Mr. Lee responded that they have considered brackets for this location. There will be no night time use of the facility due to its proximity to the residential neighborhood.

The Board and the applicants discussed the pathway connection from the parking lot to the Beach Pavilion, the pervious parking, and the number of bike spaces. The Board complimented the applicants on the quality of the project, and the applicants thanked the Board for their review. Following final comments by the board, Chairman Theodore requested that a motion be made.

Ms. Welch made a **motion to approve** the Conceptual review application for the Sea Pines Tower Beach Park as submitted. Chairman Theodore **seconded** the motion and the motion **passed** with a vote of 4-0-0.

*Chairman Todd Theodore recused himself from review of the following application due to a professional conflict of interest. A Conflict of Interest Form was completed, signed and attached to the record. Vice Chairman Sodemann assumed the role of Chairman for review of this application.*

**Building Innovations Selection Center** – New Development Conceptual Review – DR120017

Ms. Jennifer Ray introduced the application and stated its location, 36 New Orleans Road. The applicant is proposing to build a new selection center on this property.

Ms. Ray presented an in-depth review of the application. The parcel is currently undeveloped and is approximately .455 acre in size. No specimen trees or wetlands are found on the site. In order to receive a Development permit, the Board of Zoning Appeals will need to approve a variance to encroach into the buffers and a shared parking agreement will need to be reached to shift the building into the adjacent use buffer, as dimensioned. Today's Conceptual review is limited to overall design character. Final dimensions will likely be affected by administrative decisions.

The proposed building will serve as a design selections center where homeowners, designers, and builders can visit to see kitchen cabinets, tile, lighting fixtures, plumbing fixtures, and other building materials. The building will be approximately 3,500 square feet (heated). The two-story building will have a second floor roof deck. The proposed structure lies within the buildable footprint of the site as defined by adjacent commercial properties. Access to the site is through a central drive aisle with parking stalls on each side. Access is roughly centered to minimize the influence from adjacent property curb cuts.

Ms. Ray reviewed several site and architectural context photographs and the site analysis. The conceptual site plan shows the proposed building, the parking areas to be constructed of pervious vehicular pavers, and the landscaping plans. The conceptual sketch shows the primary exterior elevations, architectural character of the proposed development, shadow lines and landscaping.

Ms. Ray reviewed the elevations. The staff believes that the left and right elevations might benefit from more of the roof form, at least over the door on the right side. The back of the building faces William Hilton Parkway.

The proposed colors and materials for this project were not included in the Conceptual application. These specifications will be required at the application's Final review. The staff recommends that the Conceptual application be approved as submitted. Following staff's presentation, Vice Chairman Sodemann requested that the applicant make his presentation.

Mr. Trey Griffin, Landscape Architect, with Wood + Partners, and Mr. Rick Clanton, Architect, made the presentation. Mr. Griffin presented statements in support of the landscaping plan. Mr. Clanton presented statements in support of the architectural design including the glass on the front of the building and the wood and trellis elements. They also discussed the upper outdoor area which will be used for the storage of patio displays and outdoor furniture. The applicant presented brief comments regarding their plans for free-standing identification signage on William Hilton Parking and New Orleans Road.

Regarding the elevation facing William Hilton Parkway, Ms. Welch suggested that the applicant continue a few of the elements on the front of the building on around the side. The board also recommended delineation of the rear elevation. The board complimented the applicants on the quality of the project, and the applicants thanked the board for their review. Following final comments by the board, Vice Chairman Sodemann requested that a motion be made.

Mr. Parker made a **motion** to **approve** the Conceptual review application for the Building Innovations Selection Center as submitted. Mr. Parker requested that the comments provided by the board be introduced into the minutes. Mr. Gartner **seconded** the motion and the motion **passed** with a vote of 4-0-0.

#### 10. APPEARANCE BY CITIZENS

None

#### 11. ADJOURNMENT

The meeting was adjourned at 1:50p.m.

Submitted By:

Approved By:

July 10, 2012

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Kathleen Carlin  
Administrative Assistant

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Todd Theodore  
Chairman