

Town of Hilton Head Island
Design Review Board **APPROVED**
Minutes of the Tuesday, September 25, 2012 Meeting
1:15p.m – Benjamin M. Racusin Council Chambers

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

Board Members Absent: Tom Parker, Jennifer Moffett, and Galen Smith, Excused

Council Members Present: Bill Harkins

Town Staff Present: Jennifer Ray, Urban Designer
Jill Foster, Deputy Director, Community Development Department
Teri Lewis, LMO Official
Richard Spruce, Plans Review Administrator
Brian Hulbert, Board Attorney
Kathleen Carlin, Secretary

1. Call to Order

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 Board **approved** the agenda as presented by general consent.

5. Approval of the Minutes

The Board **approved** the minutes of the September 11, 2012 meeting as presented by general consent.

6. Staff Report

New Board Training Program

Ms. Jill Foster stated that the South Carolina Planning Education Advisory Committee (SCPEAS), which oversees mandatory training for municipal and county boards and commissions, has approved the staff's proposed new Training Program. New members must receive six (6) hours of Orientation Training during their first year; whereas other members must maintain three (3) hours training in subsequent years. The approved program is geared toward training that is more specific to the issues that are facing Hilton Head Island.

Ms. Foster presented an overview of the training topics that will be presented by the staff. The first training session on the topic of Variances will be presented to the BZA on Monday, October 22, 2012 at 2:30p.m. The second training session on the topic of Design Guidelines will be presented following the DRB meeting on Tuesday, October 23, 2012. All Board members and Commissioners are invited to attend the training sessions to complete their mandated training requirements. Ms.

Foster requested that the Board contact her if they have any questions on the training material. The Board thanked Ms. Foster for developing and presenting the new Board Training Program.

7. **Board Business**

The Board **adopted** the DRB Schedule of Meetings for 2013 as submitted by general consent.

8. **Unfinished Business**

Westin Hilton Head Resort & Spa - Alteration & Addition DR120005

Ms. Ray stated that the Board first reviewed this application on September 11, 2012. The Board presented their comments and recommendations to the applicant; however, action could not be taken on that date because the staff was waiting for receipt of the required approval letter from the Port Royal Plans Review Board. Action on the application was **tabled** on September 11th at the applicant's request.

Ms. Ray stated that the staff has received the letter of approval from the Port Royal Plans Review Board. Ms. Ray reviewed the Board's previous comments regarding the proposed roof structure at the Covered Pool Pavilion. Based on the Board's recommendation, the applicant is proposing to keep the roof structure as existing on the Covered Pool Pavilion. The applicant will add the wood shutters to the building as recommended.

Ms. Ray presented an overhead review of the elevations for the mid-level Open Bar, the Covered Pool Pavilion, and the Porte Cochere. The applicant is proposing to make some revisions to the Ocean's Restaurant (located on the opposite side of the resort from the Covered Pool Pavilion) to keep it in character with the other additions. The existing windows will be reconfigured to either be a roll-up or folding type window. The applicant is proposing to add the same color tone shutters to the second floor elevation. Staff recommended that the application be approved including the changes discussed at today's meeting with the condition that the shrubs be replaced as needed at the ends of the planter. Following staff's presentation, Chairman Sodemann invited comments from the applicant; however, the applicant was not present at the meeting.

The Board discussed the elevations of the Open Air Bar, the stairs, the pool fencing, the green metal roofs, the wood shutters, details regarding the handrails, and the landscaping. Following this discussion, Chairman Sodemann requested that a motion be made.

Vice Chairman Welch made a **motion** to approve the Westin Hilton Head Resort and Spa Application DR120005 as presented by the staff. Mr. Gartner **seconded** the motion and the motion **passed** with a vote of 4-0-0.

**Mr. 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.*

9. **New Business**

A) Marriott Harbour Point & Sunset Pointe Alteration & Addition DR 120028

*Chairman Sodemann stated that the Board does not have a quorum of members available for the review of this application, so action cannot be taken. The staff will place this application on the Board's October 9, 2012 agenda.

B) Omni Hilton Head Oceanfront Resort Alteration & Addition DR 120027

Ms. Ray introduced the application and stated its location at 23 Ocean Lane in Palmetto Dunes. The applicant is proposing to make several revisions to the exterior of this resort. The design starts with the transformation of the resort's main arrival and continues throughout the interior courtyards with the addition of dining terraces, exterior function space, the renovation of the Buoy Bar, and additional active zones for guests.

Ms. Ray presented an overhead review of the application including an aerial photograph of the site, photographs of existing site conditions, photos of the pool complexes and existing Porte Cochere. Ms. Ray reviewed the elevations with the Board.

Ms. Ray stated that the Porte Cochere will be redesigned to open views into the drop-off area through structural alterations to the roofline and the elimination of the fixed planters flanking the columns and replacing the landscaping at ground level. The vehicular surface will be evaluated and modified as needed along with the pedestrian walks leading into the front door from the parking lots.

Proposed renovation of the existing Buoy Bar building will include the expansion of the service area by relocation of walls to fit under the existing roof structure, finish and fixture renovation of the existing bathrooms, interior renovation of the kitchen, extension of the bar, extension of the existing roof over the new bar extension, and new standing seam metal roof to replace the existing asphalt shingles.

Ms. Ray stated that the pool and amenity area will include an interactive water jet zone, new beach entry family pool and spas, renovations to the existing pools and pool bar, and new pedestrian surfaces through the area. The design removes the existing lagoon and replaces it with landscaped retention areas while preserving all specimen trees. Palm trees affected by the design will be relocated and incorporated in the new design. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Jeff Suiter, Land Planner with EDSA, presented statements in support of the renovation plans. The Board discussed the application with Mr. Suiter. The Board stated that they like the color palette. Vice Chairman Welch presented statements regarding the decking and recommended that the applicant consider replacing the railing system throughout the project. While discussing some architectural details, the Board stated concern that final details may not be available today. Any additional architectural changes that are made will need to be brought back to the Design Review Board for approval. The applicant agreed to this condition.

Mr. David Urban, with Omni Hilton Head, presented additional statements on behalf of the application on several items including the selected fabric awning for The Buoy Bar. The awning will have neutral colors with no hard fixed roofing included in the area. Exact details are not known at this time because the applicant still needs to work with the manufacturer. The Board stated that they like the entry element. Chairman Sodemann noted that the applicant is planning to box out the round columns. The Board also recommended that the applicant work with Natural Resources in the transitional area to determine the appropriate natural plant materials.

Chairman Sodemann and the applicant discussed the small gazebo which will be a permanent tent-covered structure. Chairman Sodemann also discussed the applicant's plans to enclose the end of the exit stairs of the meeting room. The Board and the applicant discussed the Market Center area. The Board recommended that the applicant wrap the corner and add a cover over it. The Board and the applicant also discussed the color of the pool fence. The Board recommended that the color be a dark bronze. The light bollards should also be a dark bronze color. The Board and the applicant discussed the color of the shingles. The applicant stated that the shingles have a

more natural muted brown gray color than the color shown in the drawing. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Theodore made a **motion** to approve the Omni Hilton Head Oceanfront Resort DR120027 application with the following conditions: (1) the applicant shall work with Natural Resources to determine the natural plant materials that are acceptable in the transition area, including the removal of the lawn area; (2) the pool fence shall be a dark bronze color; (3) the light bollards shall be a dark bronze color; (4) any additional variations made to the architectural components shall return to the Design Review Board for their review.

Vice Chairman Welch **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 2:10p.m.

Submitted By:

Approved By:

October 9, 2012

Kathleen Carlin
Secretary

Scott Sodemann
Chairman