

**Town of Hilton Head Island  
Design Review Board  
Minutes of the Tuesday, February 26, 2013 Meeting  
1:15p.m – Benjamin M. Racusin Council Chambers**

**APPROVED**

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

Board Members Absent: Galen Smith

Council Members Present: None

Town Staff Present: Jennifer Ray, Urban Designer  
Anne Cyran, Senior Planner  
Nicole Dixon, Senior Planner  
Richard Spruce, Plans Review Administrator  
Kathleen Carlin, Secretary

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**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 February 12, 2013 meeting as **amended** by general consent.

**6. Staff Report**

The staff will provide Board training on the topic of Signs immediately following the March 12, 2013 meeting.

**7. Board Business**

None

**8. New Business**

*(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 and signed by Mr. Parker and attached to the record.)*

A. Alteration/Addition

1) **Frosty Frog** - DR130007

Ms. Ray introduced the application and stated its location in Coligny Plaza, 1 North Forest Beach Drive. Ms. Ray presented an in-depth overhead review of the application including

photos of the existing site conditions. The applicant proposes to demolish the existing walks, the wood deck, and the canopy and replace it with new trex decking, a green mesh wall, a retractable canvas awning, and new sand laid paver walkway. Ms. Ray reviewed the elevations and presented details regarding the new trex decking, the color of the canopy, the green mesh wall, and new paver walkway. The existing canopy is brown with lettering and the proposed is a lighter colored canopy. The materials and colors of the trex decking and sand laid pavers are in keeping with the Design Guide. The staff believes that the color of the canopy may be too light when compared to the color of the building.

The new green mesh wall will have vegetation growing on it and will screen the new space from the existing walkway. Vegetation will be housed in planter boxes on the backside of the new benches. A sand laid paver walkway is planned around the deck.

Ms. Ray presented cut sheets for the proposed lighting. The applicant is adding adjustable lights on the bottom of the new beams, under seating lighting, and wall washing lights located at the green wall. Ms. Ray reviewed the landscaping plan. Landscaping is limited to planters with a mix of vines and ground cover, and a bed located between the deck and parking lot. Landscaping will require regular maintenance to keep vines growing on the green mesh wall. The plan makes good use of planters where there is not space for in-ground landscaping. The plan includes a variety of variegated plant material.

Ms. Ray stated that the Forest Beach Owners' Association has approved the project. Staff recommended that the application be approved with conditions. The color of the awning should be changed to a darker shade to be more in keeping with the color of the building. The landscaping in between the deck and parking lot may need to be pared back a bit. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Tim Probst, Lee & Parker Architects, presented statements in support of the application. The Board and the applicant discussed the project. Mr. Gartner and Vice Chairman Welch stated that they felt that the proposed color of the canopy is fine. Mr. Theodore and the applicant discussed the location of existing live oak trees and the proposed removal of two palm trees. Mr. Theodore stated his agreement with the staff's comments regarding the landscaping in the referenced location. Mr. Theodore stated his agreement with the color of the canopy. Ms. Moffett also agreed with the proposed color of the canopy. Ms. Moffett presented additional comments regarding the landscaping and the color of the LED lighting.

Chairman Sodemann complimented the project and stated that he is in agreement with the Board's previous comments regarding the color of the awning. Chairman Sodemann presented additional comments regarding the lighting. At the completion of final comments by the Board, Chairman Sodemann requested that a motion be made.

Vice Chairman Welch made a **motion to approve** Frosty Frog application DR130007 as submitted. Mr. Gartner **seconded** the **motion** and the motion **passed** with a vote of 5-0-0

*(Mr. Tom Parker and Mr. Todd Theodore recused themselves from review of the following application due to a professional conflict of interest. A Conflict of Interest Form was completed and signed by Mr. Parker and Mr. Theodore and attached to the record.)*

## B. New Development

1) **Town of Hilton Head Island Rowing & Sailing Center** - Conceptual Review DR130009 Ms. Ray introduced the application and stated its location on Squire Pope Road. Ms. Ray presented an in-depth overhead review of the application including an aerial view of the site. Ms. Ray discussed the existing site conditions and reviewed the site analysis.

The site is wooded and contains a mix of trees, including pine, live oak and laurel oak. There are several large specimen trees on site that have influenced the design and layout of site features. An existing wetland and its associated buffer, located in the center of the property, will remain undisturbed. The access drive, parking and structures were located utilizing existing site features and lessening the impact on the site's natural resources, specifically the live oak trees. The goal is to minimize the amount of grading and utility work to reduce site disturbance. All parking and structures are located to avoid buffers or setbacks as required by adjacent properties, roadways, wetlands and waterways. Access to the site is from Squire Pope Road and utilizes an existing curb cut location.

The entrance to the site will consist of a vehicular swing-arm gate that can be secured when the park is closed. Only minimal site lighting, for safety purposes, will be provided because the park will close at sunset. A standard Town mast arm sign will be utilized to mark the park's entrance.

The proposed site plan consists of a paved access drive (oyster shell asphalt) with pervious and grassed parking. The handicap parking will be asphalt. The park has two amenity areas; one dedicated to public use and the other is more utilitarian in nature containing open-air rowing and sailing boat storage, as well as canoe and kayak storage.

The public use area is anchored by two buildings. The first building is a bath house and storage building (approximately 800 square feet) and will primarily consist of stucco and wood with a metal roof. It will contain restrooms and a flexible storage space with sliding "barn type" doors that open onto an adjacent concrete pad. The second structure is a roofed, open air picnic pavilion. It is approximately 1,400 square feet in size and will match the character of the bath house building in appearance and materials. The design of this structure takes its cues from the riggers and oars of the crew shells. Adjacent to the pavilion are trellis swings, benches, a fire pit for small gatherings, two charcoal grills and a tire swing.

The utilitarian area includes a +/- 4,200 square foot storage area for rowing and a smaller storage area for canoe/kayak storage. Both areas include a concrete pad with gravel storage areas and are enclosed with a 7-foot height vinyl-coated chain link fence with wind screens. Staff believes this fence type is appropriate based on the location (wooded, additional landscape screening and set off from public area) and use (to limit views into storage area).

One of the main features of the site is the proposed access pier, fishing pier and floating dock. The proposed structure provides a separate space for neighborhood fishermen on the fixed pier while allowing safe and easy access for crew shells and sail boats into and out of the water on the floating dock. The floating dock is accessed by an aluminum gangway designed to meet ADA requirements. The fixed pier will be constructed of Southern Yellow Pine framing and decking with marine grade pilings. The proposed floating dock will be low profile and constructed of Southern Yellow Pine decking and framing. The handrail will be a wood and stainless steel cable railing system, similar in design to handrails used elsewhere on Town boardwalk projects.

Landscaping is limited to existing trees, additional trees in the parking lot, ground cover and flowering shrubs in limited locations, and landscaping to screen the storage areas. The staff recommended that the application be approved as submitted. Following the staff's presentation, Chairman Sodemann requested that the applicants make their presentation.

Ms. Kyle Theodore, Wood + Partners, and Mr. Tom Parker, Lee & Parker, presented statements in support of the application. The Board complimented the quality and the intent of the project. The Board discussed several issues including the elevations, the roofs, the picnic area, and security lighting. The applicants stated that details regarding the entry gate and the crushed shell path way will be provided at a later date. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Gartner made a **motion** to **approve** the New Development Conceptual Review of the Town of Hilton Head Island Rowing & Sailing Center DR130009 application as submitted. Vice Chairman Welch **seconded** the motion and the motion **passed** with a vote of 4-0-0.

**9. Appearance by Citizens**

The following citizens presented public comments with regard to the New Development Conceptual Review application for the Town of Hilton Head Island Rowing & Sailing Center: Mr. John Rumsey, Mr. Peter Ovens and Mr. Luther Strayer.

**10. Adjournment**

The meeting was adjourned at 2:20p.m.

Submitted By:

Approved By:

March 12, 2013

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Kathleen Carlin  
Secretary

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Scott Sodemann  
Chairman