

**Town of Hilton Head Island
Design Review Board
Minutes of the Tuesday, March 12, 2013 Meeting
1:15p.m – Benjamin M. Racusin Council Chambers**

APPROVED

Board Members Present: Chairman Scott Sodemann, Vice Chairman Deborah Welch,
Jake Gartner and Galen Smith

Board Members Absent: Jennifer Moffett, Tom Parker and Todd Theodore, Excused

Council Members Present: None

Town Staff Present: Jennifer Ray, Urban Designer
Anne Cyran, Senior Planner
Rocky Browder, Environmental Planner
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 February 26, 2013 meeting as presented by general consent.

6. Staff Report

Ms. Ray stated that the staff will provide Board training on Signs following the business meeting.

7. Board Business

None

8. New Business

A. New Development

Palmetto Dunes New Gatehouse - Conceptual Review DR120035

Ms. Ray introduced the application and stated its location on Queens Folly Road in Palmetto Dunes. The applicant proposes to install a new gatehouse to provide security to all Palmetto Dunes residents. Ms. Ray provided an in-depth overhead review of the application. Existing site photos show the location of the existing Fire Station # 6, which will become the new pass office, the view on Queens Folly Road along Highway 278 and the entrance to St. Andrews Common.

Ms. Ray reviewed photos of the prototype gatehouse and provided details with regard to the architecture, the materials, and the color palette, all of which match the existing gatehouses. Ms. Ray also reviewed the site analysis and provided details with regard to the access from Highway 278, the location of the existing fire station (which will become the new pass office), Dalmatian Lane which leads to the new fire station, and the entrance to St. Andrews Common. Ms. Ray also reviewed the location of several significant and specimen trees. The staff believes that steps should be taken to avoid impacts to the drip line of specimen trees. Consideration should also be given to the use of on-grade pavers where practical.

Ms. Ray reviewed the proposed Concept Plan and provided details with regard to the location of the gatehouse and the specialty paving crosswalk. The proposed materials for the gatehouse include a standing seam copper roof, stucco with sand finish, hardi-cement board panels, and Savannah Moss Queen Court brick. The staff recommended approval of the application as submitted for Conceptual review. Following staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Brian Witmer, Witmer-Jones-Keefer, presented brief statements in support of the application. The Board and the applicant discussed a couple of items including the location of the gatehouse in relationship to the road. The applicant stated that the gatehouse will provide manned nighttime security from 11:00p.m to 7:00a.m. Mr. Gartner, Vice Chairman Welch, Mr. Smith and Chairman Sodemann all complimented the quality of the project. Chairman Sodemann stated that additional details regarding the lighting plan and the landscaping plan will be provided at Final review. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Vice Chairman Welch made a motion to **approve** the Palmetto Dunes New Gatehouse Conceptual Review application DR120035 as submitted. Mr. Smith **seconded** the motion and the motion **passed** with a vote of 4-0-0.

B. Alteration/Addition

Kangaroo Express – Mathews Drive DR130004

Ms. Ray stated that this application has been withdrawn at the applicant's request.

9. Appearance by Citizens

None

10. Adjournment

The meeting was adjourned at 1:40p.m.

Submitted By:

Approved By:

March 26, 2013

Kathleen Carlin
Secretary

Scott Sodemann
Chairman