

**Town of Hilton Head Island**  
**Design Review Board** **APPROVED**  
**Minutes of the Tuesday, October 28, 2014 Meeting**  
**1:15p.m. – Benjamin M. Racusin Council Chambers**

Board Members Present: Chairman Scott Sodemann, Vice Chairman Jake Gartner,  
Ron Hoffman, Galen Smith, and Dale Strecker

Board Members Absent: Kyle Theodore and Brian Witmer

Town Council Present: Kim Likins

Town Staff Present: Anne Cyran, Senior Planner  
Teri Lewis, LMO Official  
Richard Spruce, Plans Examiner  
Charles Cousins, Director of Community Development  
Kathleen Carlin, Administrative Assistant

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**1. Call to Order**

Chairman 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 submitted by general consent.

**5. Approval of the Minutes**

The Board **approved** the minutes of the September 23, 2014 meeting as revised by general consent. The Board **approved** the minutes of the October 14, 2014 meeting as submitted by general consent.

**6. Staff Report**

Ms. Anne Cyran stated that she is representing the staff today in place of Ms. Jennifer Ray. Ms. Cyran reminded the Board of changes to their November meeting schedule. Due to the Veteran's Day holiday and Thanksgiving Day holiday, the Board will meet on Tuesday, November 4<sup>th</sup> and Tuesday, November 18<sup>th</sup>.

Board training on changes to the LMO, originally scheduled to take place following today's meeting, has been rescheduled to take place immediately following the November 4<sup>th</sup> meeting.

**7. Board Business**

The Board **approved** the DRB's 2015 Meeting Schedule as submitted by general consent.

**8. Unfinished Business**

## A. Alteration/Addition

### 1. Hilton Head Airport Tree Mitigation Plan – DR 120014

Josh Gruber, Esq., Deputy County Administrator for Beaufort County, and Beaufort County Attorney, presented statements regarding the history of the project.

This project was reviewed and approved by the Design Review Board in May 2012. The project involved re-planting the buffer areas adjacent to the airport along Beach City Road and Dillon Road.

Mr. Gruber reviewed the Board's concern with the substantial gap of time between the issuance of the permit for this project and the time when the project actually began. Mr. Gruber stated that within five days of receiving the Board's May 2012 approval of the plan, the Town of Hilton Head Island was sued by the surrounding property owners. The property owners alleged that the plan that was approved by the Board was not in compliance with the Town's ordinance requirements. The specific concern was in relation to the re-planting of the buffer area, and whether or not the utility easement that ran through the buffer area was or was not included in the 75-foot calculation.

Following approximately 12 months of litigation, the Town and the County were successful in having the lawsuit dismissed, and they were allowed to proceed forward with the project. The Town and the County then began the process of bidding the project. Because this project is funded through the Federal Aviation Administration, the grant is required to comply with a number of federal requirements. One of the requirements is that the applicant must meet certain documentation and reporting requirements to small, minority and disadvantaged businesses.

Mr. Gruber stated that the first two rounds of bidding that were received were found to be incompliant with these requirements and, therefore, could not be accepted. The third round of bidding was successful in awarding the contract to the low bidder and the project proceeded forward. Nearly two and one-half years have passed since that time and a surprising amount of vegetation has grown back in these buffer areas. The emergent growth is in addition to 300 + new trees that have been planted in the buffers.

When the initial permit was approved, the Board intended to make sure that the re-plantings create a complete visual buffer at all height levels from the ground up to approximately 15-ft. around the perimeter of the property. The visual barrier was to have low growing vegetation in the front, higher growing vegetation in the middle, and the highest growing vegetation in the rear buffer. The applicant believes that this goal has been reached.

The contractor and the Town's Natural Resources Department have studied the site and they agree that the existing trees and dense emergent growth will sustain the buffers both from a natural standpoint and from a re-planted standpoint.

The applicant is requesting that they be relieved of the obligation to plant the additional 1,000 + trees. The applicant believes that the natural re-growth in combination with the 300 + trees that have been already planted satisfies the intent of the project at the time that the original plans were drawn. The additional planting of a large number of trees is not only unnecessary; it will most likely be unsuccessful due to the already dense vegetation that exists. Following Mr. Gruber's presentation, the Board discussed the project.

The Board discussed their visit to the site on Tuesday, October 14, 2014. The Board was

accompanied on their site visit by the applicant's representative and members of staff. The Board remarked on the surprising amount of emergent vegetation that has grown back in the buffers over the past two years. The Board also discussed the 300 + trees that have been planted to date. The Board also identified a few gaps in coverage that should be filled in before final approval is given. Mr. Rocky Browder, Environmental Planner, made note of these gap locations on the applicant's landscape plan.

The Board discussed the applicant's contractual obligation to plant an additional 1,000 trees in the buffer areas (in addition to the 300 + trees that have already been planted). The Board agreed that the condition of the existing dense buffers is sufficient to screen the project from view, with the exception of a few gaps that need to be addressed.

The Board presented comments regarding the existing temporary water lines on site that are intended to irrigate the new trees. The Board stated their concern with protecting the existing trees in case of a storm or weather related event that might result in the loss of the trees. The Board stated that the applicant should be responsible for replacing any lost trees in perpetuity. Mr. Gruber stated that the applicant will be responsible for replacing lost trees in perpetuity. This is in addition to the long-term maintenance agreement already in place.

With regard to the existing gaps in coverage, Mr. Gruber stated that the applicant will work with Mr. Rocky Browder and the contractor to make sure that the gaps designated by the Board on October 14, 2014 are properly filled in. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Hoffman made a **motion to approve** application DR 120014 with the following conditions: (1) The County is responsible for maintaining the trees and visual buffer in perpetuity. This responsibility is in addition to the maintenance agreement already in place; (2) the County will fill in the gaps in coverage as identified by the Board during their October 14, 2014 site visit. This responsibility includes filling in the access road at the completion of the project. The staff will verify that the gaps identified by the Board are properly taken care of. Mr. Strecker **seconded** the motion and the motion **passed** with a vote of 5-0-0.

## 9. New Business

### A. New Development Conceptual

#### 1. 1<sup>st</sup> Tee Boys & Girls Club – DRB-001731

Ms. Cyran introduced the application and stated its location, 151 Gum Tree Road. The applicant proposes to construct a 1<sup>st</sup> Tee training facility at the Boys & Girls Club. Ms. Cyran presented an in-depth overhead review of the application including several site photos and an aerial photo of the existing location. Site photos show the existing building, the existing picnic area, sports court, playground, open lawn area and the adjacent residential properties.

Ms. Cyran reviewed the applicant's as built tree and topo as well as updated wetlands survey. The site analysis is reflective of the survey and shows the building and parking area with access to Gum Tree Road.

The Boys & Girls Club wishes to construct a First Tee Training Facility on their property and two parcels to be leased to the Club by the Town of Hilton Head Island. The golf facility will be part of The First Tee program, an international non-profit organization whose mission is positive youth development through the game of golf. The facility will also be open to the public when it is not being used by the First Tee program.

The golf facility will be comprised of a practice range, putting green, chipping green, and a six hole, par-3 layout that can be used when the practice range is not in use. The practice range will feature a concrete strip along the rear of the tee for all-weather mats that will be used during inclement weather or when access to the grassed tee surface is restricted. The range will have target greens that double as the par-3 greens. The putting surface of the large greens will be artificial, permeable turf. All disturbed areas will be grassed with a variety of Bermuda grass, typical of golf courses on the island.

There will be a pro shop building on site (+/- 1,951 square feet), equipped with restrooms, office space, and a golf club fitting/instruction room. The pro shop is a modular unit that has been donated to the First Tee of the Lowcountry for use until such time as funds can be raised for a more custom building. A small maintenance building for equipment and tool storage and a maintenance area are also being accommodated for onsite.

The existing multi-purpose field and playground equipment shall be relocated to accommodate the new golf facility and pedestrian circulation and landscape will be added to enhance the pro-shop and other areas of disturbance. Another feature is the creation of 'The Lighted Path to Success' that incorporates an entry trellis at the path from the parking lot into the site as well as sign/light bollards that symbolize and identify the nine core values of The First Tee Program: honesty, integrity, sportsmanship, respect, confidence, responsibility, perseverance, courtesy, and judgment.

There is a 45" specimen Live Oak tree on site and the pro-shop and additional pedestrian circulation has been sited to avoid conflict with the specimen oak. A new pond will be dug to provide the fill material for the golf features, provide for storm water runoff storage, and shall serve as a source of irrigation water for the golf features. PSD has indicated that effluent water is not available at the project location but does exist approximately ½ mile away. The irrigation system design will ultimately allow for a future effluent connection.

Site construction is planned to begin around March 1, 2015 and be completed by the end of July 2015. The grow-in of the grasses will continue throughout the summer of 2015 with an anticipated facility opening around October 1, 2015.

Ms. Cyran stated that a second master plan was submitted last week. Ms. Cyran reviewed the elevations of the modular unit. Materials include a metal wall panel with horizontal at the base. While the trellis and awning add detail, the staff is concerned that the roof is flat, or nearly flat. Consideration should be given to changing the roof pitch so that it meets the intent of the Design Guide. The maintenance facility is a pre-engineered metal building with a 2 to 12 roof. Adequate screening should be provided to block the view of the facility.

The staff recommended approval of the Conceptual submission with consideration given to the detail of the buildings to make them more in keeping with the Design Guide. Following the staff's presentation, Chairman Sodemann requested that the applicant make her presentation.

Ms. Kristen Mansfield, Wood + Partners, presented statements in support of the application. Ms. Mansfield presented comments regarding the updated master plan including the additional parking. Ms. Mansfield discussed the lighted pathway, gateway trellis, bollards, and pedestrian circulation. Mr. Mike Davis presented statements

regarding anticipated fund raising for the construction of a permanent building at some point in the future. Mr. Andy Harper, Court Atkins Architects also presented comments regarding the design of the modular unit.

The Board complimented the intent of the project. The Board stated concern with the aesthetics of the temporary building. A modular building does not fit the intent of the Design Guide. The Board stated their concern with the anticipated timeline for replacing the temporary structure with a permanent building.

While the applicant is unsure of the timeline for the temporary building, they do intend to screen and soften the modular unit with foundation plant material. The modular building is located interior of the site and is not visible from the street. Because the modular unit is a gift to the Boys & Girls Club, it represents a significant savings for the organization.

The Board stated that more architectural detail is needed for the modular building to meet the intent of the Design Guide. Façade detail is encouraged. The applicant is encouraged to study designs that help hide the modular building. The applicant and the Board discussed the location of adjacent residential properties and the heavily buffered area. An access easement agreement is in place. The Board stated that there are ways to dress up a utilitarian building. The applicant should restudy the roof pitch and overhang.

The Board suggested that the applicant withdraw today's Conceptual application for needed design improvements. The applicant agreed to **withdraw** the application.

**10. Appearance by Citizens**

None

**11. Adjournment**

The meeting was adjourned at 2:15p.m.

Submitted By:

Approved By:

November 18, 2014

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Kathleen Carlin  
Administrative Assistant

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Scott Sodemann  
Chairman