

**Town of Hilton Head Island
Design Review Board
Minutes of the Tuesday, November 4, 2014 Meeting
1:15p.m. – Benjamin M. Racusin Council Chambers**

APPROVED

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

Board Members Absent: Brian Witmer

Town Council Present: None

Town Staff Present: Jennifer Ray, Urban Designer
Teri Lewis, LMO Official
Richard Spruce, Plans Examiner
Kathleen Carlin, Administrative Assistant

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

5. Approval of the Minutes

Board approval of the draft October 28, 2014 meeting minutes is deferred to November 18, 2014.

6. Staff Report

Ms. Ray reminded the Board that training on changes to the new LMO, as related to the Design Review Board, will be presented by Ms. Teri Lewis immediately following today's meeting.

Ms. Ray stated that due to the Veteran's Day holiday the next DRB meeting will be held on Tuesday, November 18th. There is one meeting in the month of December due to the holidays. The December meeting date is Tuesday, December 9, 2014.

7. Board Business

None

8. Unfinished Business

None

9. New Business

A. Alteration/Addition

1. Wyndham Vacation Rental DRB-001829-2014

Ms. Ray introduced the application and stated its location, 21 Executive Park Road. Ms. Ray presented an in-depth overhead review of the application including the site plan, an aerial view of the site, and several photos of existing conditions.

The applicant proposes to eliminate the four small square fabric covered sections in the existing entry plaza and replace them with wood rafters, exposed wood tongue and groove decking, and metal roofing. The small side entry awning will also be replaced.

The applicant proposes to replace the existing fabric roof with a metal crimped roof in an Ivy Green color that will match a number of metal green roofs in the neighborhood. The applicant also proposes to replace a small side entry fabric roof with the same wood & metal design as indicated in the drawings.

Ms. Ray reviewed the neighboring architectural styles. The site plan shows the area of construction at the entry plaza at the front of the building and the side entry. The demolition plan shows the columns to be removed as well as the pebble concrete walks that will be removed. The existing walks that go out to the sides will remain. These walks will be removed and replaced with a new concrete sidewalk at some future time.

Mr. Ray stated that the proposed plan shows a much more simplified entrance. The sidewalk is being removed and replaced with a salt finish concrete. The four awning system is gone in favor of the roof structure connecting to the building. The roof plan shows the proposed 5V crimped metal roof. Ms. Ray distributed a color sample of the roof for the Board's review.

Ms. Ray reviewed the existing elevations and the proposed elevations. The proposed concept is a much simpler concept for both the front entrance and the secondary side entrance.

Ms. Ray reviewed the landscape plan which includes minor changes. The overgrown, over-pruned, high maintenance landscape materials at the entrance will be removed and replaced with Algerian Ivy to be consistent with the existing landscaping adjacent to the building. Ms. Ray presented brief comments regarding the signs located at Executive Park Road and on Pope Avenue. The signs have foundation plantings that will include some seasonal color.

Ms. Ray reviewed photos of the existing landscaping conditions showing the overgrown material that will be removed from the entry area. The existing landscaping located on the side of the building will remain. The palms will also remain; the applicant will add additional ivy to the existing ivy. The staff recommended approval of the project as submitted. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Tom Crews presented statements in support of the application. Mr. Crews presented comments regarding plans to clean up the site. Mr. Crews discussed the applicant's plans to freshening up and softening the entrance area including plans to remove 12 of the existing columns.

The Board discussed the project. The Board recommended that the applicant consider a different plant material in lieu of the Algerian Ivy in the parking lot. Because people park in this area, the Algerian Ivy is not suitable. A vertical plant material is recommended for this area. The Board stated their concern with the applicant's plans to eliminate the existing understory vegetation. The Board stated that intermediate vegetation in this area is important for island character. The applicant should replace the tired understory vegetation with new intermediate vegetation. The applicant agreed with this recommendation. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mrs. Theodore made a **motion** to **approve** application DRB-001829-2014 with the following conditions: (1) the applicant shall include supplemental plantings in the tree islands in the parking lot. The Algerian Ivy shall be replaced with a more suitable vertical plant material; (2) the applicant shall include additional or supplemental understory vegetation (intermediate vegetation) to replace the vegetation that is being removed. Mr. Gartner **seconded** the motion and the motion **passed** with a vote of 6-0-0.

10. Appearance by Citizens

None

11. Adjournment

The meeting was adjourned on site at 2:00p.m.

Submitted By:

Approved By:

November 18, 2014

Kathleen Carlin
Administrative Assistant

Scott Sodemann
Chairman