

**Town of Hilton Head Island  
Design Review Board  
Minutes of the Tuesday, March 11, 2014 Meeting  
1:15p.m – Benjamin M. Racusin Council Chambers**

**APPROVED**

Board Members Present:	Chairman Scott Sodemann, Vice Chairman Deb Welch, Jake Gartner, Jennifer Moffett, Tom Parker and Todd Theodore
Board Members Absent:	Galen Smith
Town Council Present:	None
Town Staff Present:	Jennifer Ray, Urban Designer Teri Lewis, LMO Administrator Heather Colin, Development Review Administrator Richard Spruce, Floodplain Administrator Kathleen Carlin, Administrative Assistant

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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 25, 2014 meeting as presented by general consent.

**6. Staff Report**

*Mr. Theodore recused himself from review of the Staff's Report regarding the Shelter Cove Towne Center's monument signs due to a professional conflict of interest. A Conflict of Interest Form was completed, signed by Mr. Theodore, and attached to the record.*

Ms. Ray presented background details regarding Shelter Cove Towne Center's monument signs that were previously reviewed and approved by the Board. The approved plan indicated four locations for the monument signs (a single sided sign at the intersection of Shelter Cove Lane and Highway 278 adjacent to the former Fuddrucker's building, two double sided monument signs on either side of the new right in/right out on Highway 278, and a double sided sign down near the second south-bound intersection of Shelter Cove Lane and Highway 278).

During construction and as the signs moved into the sign permit phase, the applicant decided that they would like to install three signs at this time instead of four signs. They are allowed to have a total of four signs with the condition that the existing Shelter Cove Mall monument signs are removed.

Ms. Ray presented an overhead review of the existing location of the sign on Highway 278. The other existing monument signs are located at in the medians at the entrances from Shelter Cove Lane. Ms. Ray stated that the applicant would like to keep the existing sign until some point in the future. The applicant is currently working on the panels and the finish for the new signs.

During the sign permit application process, the staff notified the applicant that they would be required to remove the existing monument signs within 10 days of the completed installation of the new signs. The staff directed the applicant that the monument sign issue would be brought before the Board today for their review and decision.

In addition, the applicant's approved plans called for a brick base with a pre-cast cap. The applicant would like to change this to a tabby stucco base with a brick cap. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

The applicant, Mr. Matt Mills, presented statements in support of the request. Mr. Mills discussed the applicant's reasons for wanting to install the new monument signs while still keeping the original Mall monument sign in place. The applicant presented comments regarding the construction in the area and Belk's desire to keep their existing signage place. The applicant and the Board also discussed the change in materials. The Board stated that they are in favor of the proposed materials.

The Board stated their concern with the applicant's request to leave the old monuments signs up when the new monument signs are installed. The Board stated that the signs will conflict with one another and it will be confusing. The Board and the applicant discussed the timeframe that the applicant feels that he will need. The Board encouraged the applicant to complete their work on the new monument signs as quickly as possible. The applicant indicated that about two months will be necessary.

Ms. Ray stated that the applicant has 45-days to complete their work following the issuance of the sign permit. The staff recommended allowing the existing signs to be removed within 10 days of installation of the new signs.

The Board stated that they cannot support an indefinite time for removal of the old monument signs. The sign's tenant panels will change over time as new tenants come in and old tenants leave. Following final discussion by the Board, Chairman Sodemann requested that a motion be made.

Vice Chairman Welch made a **motion** to **approve** the tabby base with brick cap. The applicant may leave the existing monument sign up for 10 days following the expiration of the permit for the new monument signs and then it has to come down. Mr. Gartner **seconded** the motion and the motion **passed** with a vote of 5-0-0.

## 7. **Board Business**

None

## 8. **Unfinished Business**

### A. Alteration/Addition

#### 1. Reilley's Grill & Bar (South Hilton Head Island Location) – DR 130052

Ms. Ray presented background details regarding the Board's previous review of this project located at 7 Greenwood Drive. The Board approved the project on December 16, 2013 with the condition that the tree mitigation plan and the landscaping plan would be presented to the Board for review and approval.

The applicant's plan has been prepared and includes a mix of native or commonly used evergreen shrubs including some flowering shrubs and ground cover. Evergreen trees including Southern Magnolia and Yaupon Holly have been proposed to mitigate the removal of pines. The applicant's proposal exceeds the requirements for the mitigation plan. The staff recommends approval of the plan as submitted. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Don Baker, Architect, presented statements in support of the mitigation and landscape plan. The Board and the applicant discussed the project. Following the Board's discussion, Chairman Sodemann requested that a motion be made.

Mr. Parker made a **motion** to **approve** the Reilley's Grill & Bar (South Hilton Head Island Location) application, DR 130052, as submitted. Vice Chairman Welch **seconded** the motion and the motion **passed** with a vote of 6-0-0.

## 9. New Business

### A. New Development – Conceptual Review

*Mr. Parker recused himself from the review of the following application, Shelter Cove Community Park, due to a professional conflict of interest. A Conflict of Interest Form was completed, signed by Mr. Parker and attached to the record.*

#### 1. Shelter Cove Community Park – DR140007

Ms. Ray introduced the application and stated its location, 39 Shelter Cove Lane. This project is part of the redevelopment of the Mall. The Shelter Cove Community Park is proposed to be relocated from its current location to a larger space directly behind the new Shelter Cove Towne Centre along Broad Creek.

Ms. Ray presented an in-depth overhead review of the project including the neighboring architectural style and existing conditions. The site analysis indicates potential deep water access and pedestrian access points from the new sidewalk adjacent to the on street parking. The park is intended to be a place for people to gather and enjoy the natural environment on Hilton Head Island. The design honors the heritage of the lowcountry while incorporating the attitude of progress with subtle detailing not uncommon to the architecture and style of Hilton Head Island. The concept plan was reviewed by the Parks & Rec. Commission, the Public Facilities Committee, and approved by Town Council in late fall 2013.

The objectives include a flexible, functional space to accommodate a variety of activities including special events that currently take place in Shelter Cove Community Park as well as day-to-day passive use. It also considers long-term maintenance and upkeep which the town will provide.

The design features included are a water feature and expanded drop off area, a performance pavilion, sunset pavilion with restrooms and playground, multi-functional event lawn spaces, shade structures, and interpretative signage.

Ms. Ray reviewed details of the proposed fixtures, furnishings, materials, fountain, and playground. The staff recommended approval of the project as submitted. Following staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Tim Probst, Lee & Parker Architects, and Mr. Wallace Milling, Witmer Jones Keefer, presented brief comments in support of the application. The Board discussed the project and presented comments including reuse of the bike racks; removal of shade trees should be kept to a minimum; the size of the playground (bigger if possible); and the sunset pavilion appears more

like a restroom building than a pavilion with restrooms. There is a lot of concrete sidewalk which is not in keeping with existing Town parks; consider a hierarchy of oyster shell concrete, oyster shell concrete with brick borders, and brick pavers. Proposed paving should engage the drop off area. Try not to block the view of the marsh with the fountain. Details regarding the fence and bollards were discussed.

The Board and the applicant discussed the bulkhead and the railing materials. The applicant presented details regarding the railings (cable rail with pressure treated wood). The Board and the applicant discussed the need and locations for shelters (for weather protection). The Board stated that they are looking forward to seeing the final submission of the project including the integration of landscaping into the performance pavilion. Plant life will be important to soften the area and make it feel more park-like. The Board and the applicant discussed the parking. Following final comments by the Board, Mr. Sodemann requested that a motion be made.

Mr. Theodore made a **motion** to **approve** the Shelter Cove Community Park conceptual application, DR 140007, with the condition that the applicant takes the Board's comments into consideration. Vice Chairman Welch **seconded** the motion and the motion **passed** with a vote of 5-0-0.

## B. Minor External Change

### 1. Baynard Mausoleum – DR 140012

Ms. Ray presented an in-depth overhead review of the application, located at the intersection of Highway 278 and Mathews Drive, including photos of existing site conditions. In order to prevent additional damage to the roof of the structure, SCAD has recommended that a temporary poly cover be placed over the roof and the incorporation of two louvered panels in the existing door. The work will include construction of a 2 x 6 frame over the existing roof, covered with a brown poly tarp.

Ms. Ray distributed a sample of the proposed tarp material. The staff recommended approval of the application as submitted. The applicant was not present at the meeting for comments or questions from the Board.

The Board discussed the quality of the tarp material and stated their concern with the timeframe for use of the tarp. The Board stated concerns with the temporary tarp including the length of time that may be needed by the applicant to dry out the building. The Board stated that the color is fine. The material may not be suitable for weather conditions. It should not stay on the roof and wrap over the facade. Don't bring it down from the roof. Bring it only to the end of the roof. The Board discussed a time limit for the project.

Ms. Teri Lewis presented statements in concern of the time limit – the applicant will need to return to the Board if the timeframe is not met. Following the Board's discussion, Chairman Sodemann requested that a motion be made.

Mr. Gartner made a motion to **approve** the Baynard Mausoleum application, DR 140012, with the condition that the applicant has a limit of 60 days with the tarp on the project. Mr. Parker **seconded** the motion and the motion **passed** with a vote of 6-0-0.

*Mr. Theodore recused himself from the review of the following application, Shelter Cove Towne Centre, due to a professional conflict of interest. A Conflict of Interest Form was completed, signed by Mr. Theodore, and attached to the record.*

### 2. Shelter Cove Towne Centre – DR 140014

Ms. Ray stated that the applicant proposes to make some minor changes to the hardscape elements and awnings in order to promote continuity with the architecture of the building's design elements that are progressing as the project continues under construction. Ms. Ray presented an in-depth overhead review of the project including the site analysis.

The applicant requests that the columns identified as H-3 brick columns with a tabby section in the middle be eliminated; that smaller columns that were identified as H-5 columns associated with the knee wall be changed to a tabby column with a brick base; and that the knee wall be removed and replaced with a podocarpus hedge with benches in front of the hedge in locations where the knee wall was serving as a seat wall.

Staff's comment relative to the columns is that they were used to break up the space and bring in some pedestrian scale; staff questions whether something else should go in that space. The applicant should review the landscape plan and make changes if necessary due to the addition of the hedge. The applicant would like to replace the previously approved striped awnings with various solid awnings. Ms. Ray presented samples of the paint colors as well as the awning fabric for the Board's review. The applicant has selected a palette of other solids that the various tenants can choose from. The fabric includes a series of solid colors in earth tones. The staff is concerned that there may be too many colors. The staff recommends approval of the project with a condition regarding limiting the color palette by removing "Tuscan", "Aquamarine", and "Sky Blue".

The Board discussed the project and agreed with the staff's comments and recommendations regarding the color palette. The Tuscan color and the Aquamarine color may need to be eliminated from the color palette. The Board and the applicant discussed the landscape plan as related to architectural elements, the knee wall and the need for benches, and the vertical elements. Following final comments by the Board, Mr. Sodemann requested that a motion be made.

Mr. Parker made a **motion** to **approve** the Shelter Cove Towne Centre application, DR 140014, with the following conditions: (1) where the knee walls are being taken out and replaced with hedges, the location of the hedge be coordinated with the existing landscape plan; (2) where the knee wall comes out, benches additional to the initial submission will be added to the project; and (3) that the "Tuscan" and the "Aquamarine" colors be eliminated from the color palette. Mr. Gardner **seconded** the motion and the motion **passed** with a vote of 5-0-0.

## 10. Appearance by Citizens

None

## 11. Adjournment

The meeting was adjourned at 2:45p.m.

Submitted By:

Approved By:

March 25, 2014

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Kathleen Carlin  
Administrative Assistant

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Scott Sodemann  
Chairman