

**Town of Hilton Head Island  
Design Review Board  
Minutes of the Tuesday, April 8, 2014 Meeting  
1:15p.m – Benjamin M. Racusin Council Chambers**

**APPROVED**

Board Members Present: Chairman Scott Sodemann, Jake Gartner, Jennifer Moffett,  
Tom Parker, Todd Theodore, and Galen Smith

Board Members Absent: Vice Chairman Deborah Welch

Town Council Present: Bill Harkins

Town Staff Present: Jennifer Ray, Urban Designer  
Heather Colin, Development Review Administrator  
Teri Lewis, LMO Official  
Charles Cousins, Director, Community Development  
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**

Ms. Ray stated that the application for Shelter Cove Towne Centre – Building 121, DR140004, appearing under Unfinished Business, Additions/Alternations, is withdrawn from the agenda at the applicant's request. This application will appear on a future agenda. The Board **approved** the agenda as revised by general consent.

**5. Approval of the Minutes**

The Board **approved** the minutes of the March 25, 2014 meeting as presented by general consent.

**6. Staff Report**

Ms. Ray stated that a site visit to the Shelter Cove Towne Centre is planned this afternoon immediately following the business meeting. The staff and the Board will meet at the construction trailer on Shelter Cove Lane adjacent to the park.

**7. Board Business**

None

**8. Unfinished Business**

None

**9. New Business**

A. Alteration/Addition

1. **Bluewater Resort and Marina (Facilities Building)** – DR140018

Ms. Ray introduced the project and stated its location, 10 Bluewater Marina Drive. The applicant proposes to construct a new facilities building as part of their multi-phase project. Ms. Ray presented an in-depth overhead review of the application including the site plan and photos of existing buildings on site. The proposed facilities building is planned to match the existing colors, materials, and style of existing buildings on site.

The overall site plan shows the entrance from Squire Pope Road and the facilities building in the upper right corner. The enlarged site plan shows the driveway to the fenced area and the sidewalk connection. The building floor plan shows two sets of double doors but no connection or reference to the fenced area on the site plan. The building elevation includes materials and details from other buildings on site including the stucco base, hardi-board siding, shutters, and metal roof.

The staff recommended approval of the project with the following conditions: (a) the site plan should be updated if there is not a fenced yard or a detail provided for enclosure fence, if applicable; (b) a landscaping plan is to be provided, specifically addressing the flat elevations (right elevation and the rear elevation). The applicant should submit photos showing sufficient existing landscaping, if applicable. Following the staff's presentation, Chairman Sodemann requested that the applicant make their presentation.

Mr. Charlie Halterman, Construction Manager for the project, presented statements in support of the application. Mr. Halterman discussed the design and color scheme for the new building. The design is compatible with the recently approved pool equipment and restroom buildings as well as other buildings on site. Mr. Halterman presented comments regarding the standing seam metal roof, siding, hard coat stucco. Mr. Halterman also provided an updated site plan indicating removal of the enclosure fence. Following the applicant's presentation, the Board discussed the project.

The Board stated the need for additional landscaping, particularly at the location of the fence on Squire Pope Road. Photos of the existing landscaping would be helpful to the Board. The Board stated that the building is acceptable. The Board stated some concern with the elevation facing Squire Pope Road unless it is adequately screened from the road. At the completion of their discussion, Chairman Sodemann requested that a motion be made.

Mr. Gartner made a **motion to approve** the application for the Bluewater Resort and Marina Facilities Building, DR140018, with the following conditions: (a) the applicant is to provide photos of existing landscaping to Town staff including photos of landscaping on Squire Pope Road. The landscaping plan is to be submitted, reviewed and approved by the DRB. Mr. Parker **seconded** the motion and the motion **passed** with a vote of 6-0-0.

B. New Development – Final

1. **Hilton Head Presbyterian Church** – DR 140008

Ms. Ray introduced the Final application for this project located at 235 William Hilton Parkway. The Board approved the Conceptual application on February 25, 2014 with conditions. Comments by the Board at that time were for the applicant to consider modifying the proposed new main entrance to have better proportions and to provide more design elements. The applicant was also

to consider adding roof ventilation dormers on the new roof area of the church addition to match and balance with the existing roof dormers.

Ms. Ray presented an in-depth overhead review of the Final submission including the site plan. The site plan indicates right in/right out access from William Hilton Parkway and two full access points on Bus Drive to an expanded parking lot and drop off area. The parking lot includes one-half basketball court with goal.

The existing building with expansion is located in southern portion of the site and includes a gathering space with swings and fire pit, playground with gazebo, and dumpster enclosure. The new administration building on the south west corner of the site has sidewalk connections to the parking area and other building.

The enlarged site plan shows the materials in greater detail. The majority of the sidewalks are broom-finish concrete. The entrance and the drop off area include concrete paving with tabby finish and brick pavers. The rear of the building is accessed by an existing dirt road and crushed concrete paving. The amenities near the youth wing include a gathering space with plantation mix paving with brick edge, arbor swings around a brick platform; brick fire pit with brick seat wall; and an area with natural boulders for sitting and climbing. Amenities near the children's wing include fenced playground with play structure and gazebo. The proposed gazebo is resin versus wood and the white color will contrast with the adjacent building colors.

The landscaping plan includes materials that are commonly used on the island as well as specimens. A power line crosses the parking lot and limits planting. The parking lot islands are heavily planted and include palms, Asiatic jasmine, saw palms, muhly and other grasses and ink berry. The buffer along Bus Drive includes oleander, sweet spire, hollies, wax myrtle, etc. Adjacent to the building the planting becomes more ornamental including mondo grass, camela, azaleas, viburnum etc. Tea olive and viburnum are used to screen the service area near the sanctuary. The staff has some concerns with the lack of landscaping on the William Hilton Parkway side to transition to the existing buffer. The applicant provided an updated landscape plan adding wax myrtle, azalea, tea olive and cleyera and confederate jasmine to screen the dumpster area and along the playground fence.

Details have been added for the brick seat wall and column, fire pit, and platform. All details use Savannah grey bricks from Old Carolina brick, but use different caps or no cap. The applicant should consider some consistency.

The swing trellis is wood and shows Country Casual swing. The finish is not specified. The applicant should consider the relationship and proximity to the building in selecting the finish. The fence at the playground is a welded wire fence in dark green. Hog wire fence detail is included as deduct alternate. Staff recommends that the applicant consider the addition of wood posts in the fence. The dumpster enclosure is wood and should be painted to match the building siding. Enlargement of the special paving shows concrete paving with tabby finish and brick pavers in different sizes and types of pavers – all are Savannah grey.

Site lighting includes bollard lights along the drop-off area and Palmetto Electric shoebox fixtures on wood poles in the parking lot. The building floor plan shows the existing building on the right and middle with new gathering space and new education wing. The administration building floor plans indicate a two-story building with porch.

Ms. Ray reviewed the modifications made by the applicant since the Conceptual review. The proposed new main entrance to the church building was modified to have a 12/12 roof slope to match other design elements on the existing facility. The new main entrance portico columns were modified to have more character than the previous straight-sided wood columns. Support beams over the portico were expressed in the new design in order to provide visual depth to the porch roof structure. The glass in the curtain wall on this portico was also modified to reflect the

diamond pattern found on the wall of the existing sanctuary building. Ventilation dormers were added to the new roof areas to match the existing conditions. Approximately 7 feet of the proposed covered porch area on the south side of the building was converted to interior use in order to obtain additional space in the proposed three adult meeting rooms. The roof plan and building elevations were unaffected by this change.

Wall sections were provided showing the detail in the aluminum curtain wall system, vertical wood siding, wood trim and aluminum clad windows. The stucco columns and the T&G wood soffit to match the existing.

The wall section for the administration building shows 12/8 pitch roof transitioning to 12/3 for the porch roof, vertical wood siding, and wood porch columns. Colors and materials are the same as the last submission. Materials are intended to match the existing including stucco, vertical wood siding, and an asphalt shingle roof with "Chelsea Gray" building color and "Creamy" trim and eave color. The staff recommends approval of the application with the following conditions: (a) that an alternate gazebo be selected; (b) that there is consistency in the cap details; (c) that the finish for the trellis swings match the building siding; and (d) that the wood posts be incorporated into fence detail. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. David McAbee, Architect, and Mr. Eric Walsnovich, Landscape Architect, presented statements in support of the application. Mr. McAbee briefly reviewed the modifications that have been made since the project received Conceptual approval.

The Board stated that the project looks good. The Board stated that they appreciate the changes that have been made since the Conceptual approval. The Board discussed the brick cap details, the gazebo (custom vs. pre-fab), and the fencing. The Board stated that the white trim will stand out too much and should be toned down. The Board stated that they agree with the staff's comments for this project. The Board discussed the gazebo and agreed with the need for better integration of details. The Board stated that they agree with the need for wood posts to be added to the fence. Lastly, the Board discussed the need for additional landscaping. Following the Board's discussion, Chairman Sodemann requested that a motion be made.

Mr. Parker made a **motion** to **approve** the Hilton Head Presbyterian Church Final application, DR 140008, with the following conditions: (a) the gazebo shall be custom built; (b) the swing trellis shall be finished to match the building; (c) the fence shall have wood posts added; (d) the trim color shall be toned down to a lighter tone of building color and brought back to the DRB for review and approval; (e) landscaping shall be added between the building and Highway 278. Mr. Theodore **seconded** the motion and the motion **passed** with a vote of 6-0-0.

*(Mr. Tom Parker recused himself from review of the following application, Shelter Cove Community Park, DR 140007, due to a professional conflict of interest. A Conflict of Interest Form was completed and signed by Mr. Parker and attached to the record.)*

## 2. Shelter Cove Community Park – DR 140007

Ms. Ray introduced the Final application for the project located at 39 Shelter Cove Lane. This project received Conceptual approved by the DRB in February 2014. The applicant proposes to relocate Shelter Cove Community Park from its current location to a new site directly behind Shelter Cove Towne Centre encompassing more of Broad Creek. Multiple pedestrian access points are located off of Shelter Cove Lane. Existing parking and the adjacent sidewalk will mostly remain.

The entry plaza is being pulled forward to engage the drop off area. Plaza materials include concrete tiles (9x36 concrete paver that resembles travertine and mimics the plank decking at

Coligny) with tabby borders. The concrete tile with tabby borders is replicated at marsh front promenade. The staff recommends that tabby borders be continued to separate adjacent materials. The center space includes small raised lawn with brick border wall and tabby concrete paving, shade structures, and moveable tables and chairs.

To the left of the entrance is the playground as well as the Sunset Pavilion. The rear of the Pavilion has been modified to provide both circulation and gathering space as well as site furnishings. To the right of the entrance is the elevated performance pavilion with tabby concrete with brick borders consistent with brick steps.

Site lighting includes Hagerstown street lights that match Shelter Cove Towne Centre, as well as uplights, step lights, and nose lights on the bulkhead handrail. GFI outlets will be provided along the edge for events and will be coordinated with the staff.

Ms. Ray reviewed details including concrete tile and paving. The brick border at the event lawn is raised 6". The tabby borders are 1'-6". The steps at the Pavilion are brick treads and risers with tabby walk and tabby wall with brick cap. Ms. Ray reviewed the wall section and elevations.

The entry plaza columns, planter and retaining wall at the Performance Plaza are tabby with brick cap. The bulkhead railing is cable rail with 6 x 6 wood post and wood top and bottom rail.

All signage plays off Town of Hilton Head Island signs with wood posts and sandblasted signs with color and materials to match existing Town park signs.

The playground plan shows two wood play structures, swings, and freestanding components. Surfacing includes blue chip rubber mulch, wood mulch, and green artificial turf. The staff is waiting to receive samples of these materials. The playground is fenced with wood piles or landscaped on all edges. The fountain is tabby with brick. The fountain includes water jets and the name of the park is located on the front.

The landscape plan includes sod with shade trees in event areas and palms with Asiatic jasmine along Shelter Cove Lane. Ms. Ray stated that a mix of historically used plants is located in other key areas such as the buffer between the playground and future apartments, the marsh edge, and entrance to the Performance Pavilion. Additional coordination is needed on the treatment of lagoon edges as related to the removal of vines and the addition of supplemental plants.

Ms. Ray stated that the architecture plan has changed very little since the Conceptual review. The Sunset Pavilion requires some coordination with the security cameras and more detail is required on the rain barrel. The shade trellis includes the same materials as reviewed previously with the addition of aluminum panels in a rust brown finish.

Ms. Ray stated that the Shelter Cove ARB has reviewed and approved the Final submission with the **exception** of the design of the building structures. Unfortunately, the meeting that will address the design of building structures takes place tomorrow and the outcome is unknown. The staff recommended that the Board hold their approval of the application pending receipt of the Shelter Cove's ARB approval of the design of building structures. Following staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Wallace Milling, Witmer Jones Keefer, presented statements in support of the application. The applicant reviewed several issues including the entry columns and the blue mulch for the playground.

The Board complimented the project and stated that they like the changes that have been made since Conceptual review. The Board stated that they agree with the staff's recommendation regarding the tabby border on the tile area. The Board stated that they like the fountain.

The Board discussed the issue of vehicular access over the tiles. The Board stated that they like

the rain barrel (water overflowing into the landscape is a good idea). The Board did express some concern with the bright blue mulch in the playground. If possible, the bright blue color should be toned down somewhat. The Board also discussed the entry columns and stated that adequate landscaping should be included around them. The Board stated that they like the addition of large shade trees. Following the Board's discussion, Chairman Sodemann requested that a motion be made.

Mr. Theodore made a **motion** to **approve** the Shelter Cove Community Park – Final Review application, DR 140007, with the following conditions: (a) approval is for the site portion of the application only – the architecture portion will be approved at a later time; (b) the applicant should reconsider the treatment of the shell border around the tile; (c) the applicant should consider a darker blue for the rubber mulch. Ms. Moffett **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 2:40p.m.

Submitted By:

Approved By:

April 22, 2014

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Kathleen Carlin  
Administrative Assistant

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Scott Sodemann  
Chairman