

**Town of Hilton Head Island
Design Review Board
Minutes of the Tuesday, May 13, 2014 Meeting
1:15p.m – Benjamin M. Racusin Council Chambers**

APPROVED

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

Board Members Absent: None

Town Council Present: Bill Harkins

Town Staff Present: Jennifer Ray, Urban Designer
Heather Colin, Development Review Administrator
Brian Hulbert, Staff Attorney
Nicole Dixon, Senior Planner
Richard Spruce, Flood Plain Administrator
Charles Cousins, Director, Community Development
Shawn Colin, Deputy Director, Community Development
Kathleen Carlin, Administrative Assistant

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 April 22, 2014 meeting as amended by general consent.

6. Staff Report

Ms. Ray presented statements on the following topics:

(a) Submittal Deadlines & Completeness

Effective today applicants will be required to comply with the Town's established submittal deadlines and submission requirements for all applications.

(b) Board Training Opportunities

Ms. Ray reminded the Board that all members are required to have a minimum of 3 hours continuing education training each year.

The following Board Training Opportunities have been scheduled. Staff encouraged the Board members to add the training sessions to their calendars:

(1) Planning Commission meeting, May 21st at 3:00p.m ~ LMO Rewrite Committee Update - Presentation of Land Management Ordinance (LMO) Rewrite Draft Chapter 5 (Development & Design Standards); Chapter 6 (Natural Resources); and Chapter 7 (Non-Conformities);

(2) DRB meeting, May 27th – “Green Development Techniques”, will be presented by Ms. Sally Krebs immediately following the 1:15 p.m meeting;

(3) DRB meeting, June 10th – “Signs”, will be presented by Ms. Anne Cyran immediately following the 1:15p.m meeting;

(4) DRB meeting on June 24th “Citizen Access Portal”, will be presented by Ms. Jill Foster and Ms. Heather Colin immediately following the 1:15p.m meeting.

(c) Number System Change:

Ms. Ray reported that the number system for DR projects is changed due to new permitting software.

7. Board Business

None

8. Unfinished Business

A. Alteration/Addition

(Mr. Todd Theodore recused himself from review of the following application, Shelter Cove Towne Centre Building 121, DR 140004, due to a professional conflict of interest. A Conflict of Interest Form was completed and signed by Mr. Theodore and attached to the record.)

1. Shelter Cove Towne Centre – Building 121 – DR140004

Ms. Ray presented a brief history of Building 121 located at 40 Shelter Cove Lane. The Board has previously reviewed the building’s site plans, elevations and details. The applicant has submitted an updated landscape plan. The lighting was shown to the Board at a previous meeting. Ms. Ray stated that a copy of the lighting is needed for the staff’s files. Ms. Ray stated that the Shelter Cove ARB has approved the project. Staff recommended that the project be approved as submitted. Following the staff’s presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Mark Senn, Blanchard & Calhoun, presented brief comments in support of the project. The Board stated that they like the project. Chairman Sodemann reiterated his concern with the conflict between the pitch of the lower and upper roof. The rafter tail detail should be incorporated into the lower roof to achieve better consistency with the upper roof. Chairman Sodemann also recommended that a light color be used for the columns. Mr. Parker stated that the trim color should be the same as the column color. In addition, the upper and lower porches should be detailed in a similar way. At the completion of the discussion, Chairman Sodemann requested that a motion be made.

Mr. Parker made a **motion** to **approve** the Shelter Cove Towne Centre - Building 121 application, DR140004, with the following conditions: (a) the approved lighting fixtures shall be submitted to staff; (b) the upper and lower porch rafters shall be detailed in a similar fashion. Vice Chairman Welch **seconded** the motion and the motion **passed** with a vote of 6-0-0.

(Mr. Todd Theodore recused himself from review of the following application, Shelter Cove Towne Centre Building 104, DR 140020, due to a professional conflict of interest. A Conflict of

Interest Form was completed and signed by Mr. Theodore and attached to the record.)

2. Shelter Cove Towne Centre – Building 104 – DR140020

Ms. Ray presented a brief history of Building 104 located at 40 Shelter Cove Lane. Most of the Board's previous comments were in concern of the building's flat roof. The applicant has updated the site and landscape plan and both are in keeping with the *Design Guide* and the rest of the development within the Shelter Cove Towne Centre.

The posted packet for this project contained the same elevations with the flat roof. These were replaced yesterday with a new roof form. The Shelter Cove ARB has reviewed and approved the new roof form. The staff recommends approval with the same condition that was made at the last meeting; an alternate color should be selected for the metal canopy. The proposed bright, shiny grey color is not in keeping with the Design Guide and a toned down color might be more in keeping with the rest of the development. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation. Mr. Mark Senn, Blanchard & Calhoun, presented brief comments in support of the project.

The applicant and the Board discussed the idea of a flat roof vs. a sloped roof. The Board discussed the proposed sloped roof with the applicant. Most Board members stated that they like the sloped roof. Chairman Sodemann stated that he prefers a partially sloped roof. At the completion of the discussion, Chairman Sodemann requested that a motion be made.

Vice Chairman Welch made a **motion to approve** the Shelter Cove Towne Centre - Building 104 application, DR140020, with the following conditions: (a) the second submittal sloped roof form shall be used; (b) the shiny gray color for the metal awning shall be changed to mat finish gray. Mr. Gartner **seconded** the motion and the motion **passed** with a vote of 6-0-0.

9. Old Business

A. Alteration/Addition

1. South Beach Racquet Club – DR130051

Ms. Ray presented a brief history of the project located at 230 South Sea Pines Drive. The applicant proposes to add a deck to the existing tennis building and build a bike storage facility. The project received approval from the DRB on December 10, 2013 with a condition that a landscape plan be prepared and submitted to the Board for their review and approval.

Ms. Ray presented an in-depth overhead review of the application including the landscape plan. The staff recommended approval as submitted. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Don Baker, Architect, presented brief comments in support of the application. The Board stated that they like the project. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Gartner made a **motion to approve** the South Beach Racquet Club application, DR130051, as submitted. Mr. Smith **seconded** the motion and the motion **passed** with a vote of 7-0-0.

(Mr. Todd Theodore recused himself from review of the following application, The Beach Club at Sea Pines Resort, DR 130012, due to a professional conflict of interest. A Conflict of Interest Form was completed and signed by Mr. Theodore and attached to the record.)

2. The Beach Club at Sea Pines Resort – DR130012

Ms. Ray presented the history of this project located at 87 North Sea Pines Drive. The applicant is in the process of constructing a new Beach Club based on Final Approval given by the DRB on June 11, 2013.

Ms. Ray stated that during the building's construction, a conflict was identified between the roofline of the Ocean Bar and views of the beach and the horizon line from the second floor porch and event space. Ms. Ray reviewed the approved elevations including the Ocean Bar. The applicant proposes to modify the roofline of the Ocean Bar in order to provide better views.

The applicant studied several options. This option allows most of the existing structure to remain in place as constructed, with only the highest portion at the peak being affected. The cedar shingle peak with louvers and gable ends has been replaced by a low pitched hip roof element of SSMR (copper) that allows for desired view. Also added, on the ocean side of the bar, is a gable with board and batten siding and SSMR (copper).

The staff is concerned that the approved roof lines were consistent and matching with the rest of the building. This new roofline is quite different and looks a little squatty. When viewed with the rest of the building, it lacks a cohesive design. The staff recommends approval with the condition that the applicant consider changing the pitch of the roof to make it more consistent with the rest of the building. At the completion of the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Cliff McMakin presented statements in support of the application. The applicant discussed the original design and the requested modification. The Board discussed the roof form which is foreign to Hilton Head Island. Most Board members stated that they like the original roof better; however, they are not too bothered by the new roofline's squatty appearance because there is already a collection of buildings there with an existing collection of elements. This particular roof element is out there by itself and will not be very visible. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Parker made a **motion** to **approve** The Beach Club at Sea Pines Resort application, DR130012, for the revised roof form as submitted. Vice Chairman Welch **seconded** the motion and the motion **passed** with a vote of 6-0-0.

10. **New Business**

A. Alteration/Additions

1. Mediterranean Harbour Bar & Grill – DR140019

Ms. Ray introduced the project and stated its location at 13 Harbourside Lane in Shelter Cove Harbour. The applicant proposes to make some alterations to a new restaurant within Shelter Cove Marina to add an outside bar and service window.

Ms. Ray presented an in-depth overhead review of the application including photos showing the existing building and location of the proposed improvements. The purpose of the service window would be to serve guests directly from the kitchen area to the outdoor seating. The floor plan shows the proposed outdoor bar – under an existing awning and between two existing columns to the left of the main entry.

Staff was originally concerned that a service window directly from the kitchen area would

impede pedestrian travel through the corridor. Upon further investigation, the staff finds that there is no conflict and pedestrian travel through the corridor would not be impeded. In addition, the staff believes the proposed service window is in keeping with the existing storefront along the shops within the Marina. The project has been approved by the Shelter Cove Harbour Company's ARB as well as the Harbourside I and II board. The staff recommends approval as submitted. Following staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Simon Mikhael presented statements in support of the application. The applicant discussed the project.

The Board discussed several issues including the bar, service window, lighting and outdoor seating. The Board recommended that proper sidewalk drainage be considered. The Board discussed concern with the lack of bar detail particularly based on high visibility of the site. The Board questioned the material for the counters in the bar area. Detailing in this area will be important and additional plans should be submitted to staff and perhaps to the Board for their approval. Mr. Parker agreed that nosing of the bar will be very important. There should be some thickness to the bar and the brackets should be appropriate in quality. The Board agreed that the backside of the bar will be visible to patrons inside of the restaurant so quality of equipment will be important. The back of the bar should be raised a bit so that it can be cleaned easily. The Board stated that the footrest and the materials need to work together properly.

Mr. Richard Spruce presented statements regarding the accessibility of the bar. The Board stated that the applicant can resubmit plans for detailing to the staff so that the application is not held up too much. Following final comments, Chairman Sodemann requested that a motion be made.

Mr. Parker made a **motion to approve** the concept of the Mediterranean Harbour Bar & Grill – application, DR140019 with the following conditions: (a) the bar is to be re-detailed and an accurate drawing is to be provided to the staff for review before implementation. Details are to include detailing of the nosing of the bar, the detailing of the brackets that hold the bar up; the material treatment of the inside of the bar, and the equipment that is going to go inside of the bar. Vice Chairman Welch **seconded** the motion and the motion **passed** with a vote of 7-0-0.

2) **Marley's Island Grill** – DR 140023

Ms. Ray introduced the project and stated its location, 45 Office Park Road. The applicant proposes to add outdoor dining in the northwest corner of the property as well as an outdoor bar. Ms. Ray presented an in-depth overhead review of the application including the site plan and photos of existing site conditions.

The proposed outdoor dining will be situated at the northwest corner of the property. The proposed outdoor service bar will be located under an existing gable that faces the adjacent Ice Cream Trader and Office Park Road.

The site plan shows the outdoor dining area including a wood deck. The design of the outdoor seating area impacts an existing Water Oak tree. The staff recommends working with Natural Resources to remove this tree and provide mitigation. The tree is not a specimen tree. The applicant will need to update their landscape plan to reflect the mitigation.

The applicant is proposing a thatched roof on the outdoor bar. The Sea Pines Commercial ARB

has an issue with the proposed thatched roof and did that issue approval of this component. The staff agrees and feels a different roof material should be considered.

The construction is a remix of the existing element, specifically the metal roofing, the exposed beams, and wood trim all finished in a Sea Pines color palette. Ms. Ray reviewed the elevations and the landscape plan. The staff recommends that the application be approved with the condition that an alternative roof be provided. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Don Baker, Architect, presented statements in support of the application. Mr. Baker stated that the business owner would like to have the thatched roof. A metal roof would be the alternate. Following the applicant's presentation, the Board discussed the project.

Mr. Parker stated that he did not have an issue with the thatched roof. If the roof is changed to metal, it will need to be reworked to match the building. Several members of the Board agreed with the staff's concerns regarding the thatched roof. The Board and the applicant discussed the wood railing. Trim color will match the rest of the building. The Board discussed the addition of the second stairs; the stairs will have limited use.

The Board agreed with the idea of outdoor seating. The board asked about the reason for the large shed roof that is proposed to cover the dining room. This seems like a foreign element. Mr. Parker stated that he likes the idea of the thatched roof since this concept already exists in the area. A metal roof would need to be re-worked. The Board and the applicant discussed the gable end of the shed roof. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Gartner made a **motion** to **approve** Marley's Island Grill, application DR 140023, with the following conditions: (a) the thatched roof should be changed to a metal roof. The metal should rise up to the height of the gable behind it; (b) the Water Oak tree should be removed and mitigated; (c) the shed roof is to be offset off the rake of the roofline. Mr. Theodore **seconded** the motion and the motion **passed** with a vote of 7-0-0.

B. New Development - Conceptual

1. **Capital Business Part, Lot 13** - DRB-000544-2014

Ms. Ray introduced the application and stated its location, 25 Chastain Court in the Capital Business Park. The 1.58 acre lot is currently undeveloped zoned IL (Light Industrial).

Ms. Ray presented an in-depth overhead review of the application including the locations of Marshland Road, Leg O'Mutton Road, Capital Drive and Chastain Court.

The applicant proposes to construct a 10,240 square foot building with paved parking for A-1 Pool Service. Site photos show the neighboring architectural character. The site survey indicates access from Chastain Court with the property backing up to Leg O'Mutton. The site has limited frontage on Chastain Court and the access was placed in a location that allowed the least impacts to an existing 44" Live Oak tree.

The applicant will be removing quite a few trees with mitigation required. The site plan shows the building's location with 30 paved parking spaces. The building will have overhead doors on each side of the building for trucks to load and unload out of daily, so paving will be

required up to the foundation on both sides of the building. There will not be any doors on the rear of the building.

The property is proposed to be enclosed with chain link fencing with razor wire. The razor wire is not recommended. The vinyl clad chain link should be in dark green, black or brown. Staff recommended that heavy landscaping be added to the plan for the elevation facing Leg O'Mutton Road. Staff recommends approval of the Conceptual submission. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Michael Griffith, Architect, and Mr. David Karlyk, Coastal Engineering Consultants, presented brief statements in support of the application.

The Board agreed with the staff's recommendation for heavy landscaping. The Board recommended that the parking lot be pulled back a bit to supplement the buffer. The front, façade, of the building will be very important. The Board and the applicant discussed the two-story structure and the idea of lowering the eave height. The Board discussed the pitch of the roofline. It may not meet the intent of the *Design Guide*. The Board stated that the overhang and pitches help. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Theodore made a **motion** to **approve** Lot # 13, Capital Business Park, application DRB-000544-2014, with the following conditions: (a) the roof slope and the eave overhang should be carefully looked at; (b) the buffer should be supplemented with additional landscaping; (c) the vinyl-coated chain link fencing should not have razor wire. Ms. Moffett **seconded** the motion and the motion **passed** with a vote of 7-0-0.

C. New Development – Final

1. **Palmetto Dunes Admin. & Security Offices** - DRB-000542-2014

Ms. Ray presented a brief history of the project. The application received Conceptual approval on April 22, 2014. Ms. Ray presented an in-depth overhead review of the Final application. The site plan shows the proposed Administration and Security Offices. The building replaces the existing fire station with parking and pass lanes and circulation back to Queens Folly Road.

The layout plan indicates the materials including concrete pavers that are consistent with pavers found within Palmetto Dunes including recently approved by the DRB with new gate house on Queen's Folly Road. The plan also includes a 6-ft. high wood fencing along the south west property and dumpster enclosure. The landscape plan is in keeping with what the Board reviewed in April with a change to the palms in location with the trellis. The details show paving and 6-ft. wood board fence, stained Charleston green. The dumpster enclosure is not shown on the plan. The staff recommended that the same detail be used on the dumpster enclosure, modified to include the gate.

The applicant has changed the roof plan based on the Board's previous comment with a change on 2:12 shed roof on corners to a standing seam metal roof. The elevations are the same as previously reviewed. Details show wall sections with the trellis and bracket. A brushed bronze light fixture is proposed at the doors. Ms. Ray distributed the color board which is similar to what was approved previously with the addition of the bronze roof and the change to the shutters to bronze. The Palmetto Dunes ARB has approved the project. Staff recommended approval with the condition that the dumpster enclosure match the 6-ft. height wood fence in detail, color and materials. Following the staff's presentation, Chairman Sodemann requested

that the applicant make his presentation.

Mr. James Atkins, Court Atkins Architects, presented brief comments in support of the application. The Board stated that they liked the Final submission and agreed with the staff's comments for the project. 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 Administration and Security Offices, application DRB-000542-2014, with the following conditions: (a) the dumpster enclosure details shall match the details of the fence. Mr. Parker **seconded** the motion and the motion **passed** with a vote of 7-0-0.

D. Sign

1. Leamington Entrance Sign - DRB-000543-2014

Mr. Ray introduced the sign application and stated its location. The Leamington entrance sign was removed in conjunction with the Town's project at Queen's Way and Highway 278. The applicant proposes to construct a monument sign of brick and stucco with colors and materials to match existing Leamington projects.

Aerial photos show the intersection prior to road improvement and location of the previous sign. The previous sign was brick with sandblasted panel with dark green and gold. The proposed site plan indicates the proposed location of the sign with bike path location in front of sign.

The elevation shows 8-ft. tall sign with stucco inlay. The brick, in Old Savannah Grey, will match existing. The aluminum letters are in dark green and the horn logo is gold. The photos show examples of column and cap and cove brick around stucco that will be used on the sign. The sign is proposed within the planter wall, 2-ft. tall +/- 11.6 wide x +/- 9.1 in length. The sign will be lighted with two lights on each side. The fixtures will be in bronze.

The landscape plan includes some evergreen shrubs at the edge of the existing landscape to remain and a mix of ground cover and perennials for color. The staff's only concern is the size of the sign height and the extent of the planter. While this is allowed, it appears too big and out of scale for the space. The staff recommended approval with the condition that the size of the sign monumentation be reduced.

The Board stated that they like the sign and the details. Several Board members agreed with the staff that the height of the sign may be too much. The applicant and the Board discussed the plant material and the planters. A couple of other Board members stated that they are not concerned with the height of the sign. The Board stated that they appreciate photographs of the sign for a clear understanding of the project. The Board and the applicant discussed the texture of the brick and the stucco. A tabby is recommended over smooth stucco. A capped brick is also recommended on the wall sections for a more complete look. The Board and the applicant discussed details regarding the inlay and brick planter walls. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Parker made a **motion to approve** the Leamington Entrance Sign, application DRB-000543-2014, with the following conditions: (a) the height of the sign should be reduced by

one foot; (b) tabby stucco be used on the inlays; (c) the shaped brick caps should be used on the top arch and planter walls. Mr. Smith **seconded** the **motion** and the motion **passed** with a vote of 7-0-0.

11. Adjournment

The meeting was adjourned at 3:40p.m.

Submitted By:

Approved By:

May 27, 2014

Kathleen Carlin
Administrative Assistant

Scott Sodemann
Chairman