

**Town of Hilton Head Island  
Design Review Board  
Minutes of the Tuesday, August 12, 2014 Meeting  
1:15p.m – Benjamin M. Racusin Council Chambers**

**Approved**

Board Members Present: Chairman Scott Sodemann, Ronald Hoffman,  
Galen Smith, Kyle Theodore and Brian Witmer

Board Members Absent: Jake Gartner and Dale Strecker

Town Council Present: Lee Edwards

Town Staff Present: Anne Cyran, Senior Planner  
Brian E. Hulbert, Staff Attorney  
Richard Spruce, Plans Examiner  
Teri Lewis, LMO Official  
Nicole Dixon, Senior Planner  
Rocky Browder, Environmental Planner  
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. Swearing in Ceremony for New DRB Member**  
Brian Hulbert, Esq., performed the swearing in ceremony for new DRB member, Mr. Ronald Hoffman. Chairman Sodemann welcomed Mr. Hoffman to the DRB and thanked him for his service.
- 5. Approval of the Agenda**  
The Board **approved** the agenda as presented by general consent.
- 6. Approval of the Minutes**  
The Board **approved** the minutes of the July 8, 2014 meeting as presented by general consent.
- 7. Staff Report**  
None ~ Ms. Anne Cyran, Senior Planner, stated that she will make today's staff presentations on behalf of Ms. Jennifer Ray.
- 8. Board Business**  
None
- 9. Unfinished Business**  
None
- 10. Old Business**

## A. Minor External Change

### 1) Baynard Mausoleum – DR140012

Ms. Cyran stated that the project is located at the corner of Mathews Drive and William Hilton Parkway. Ms. Cyran presented an in-depth overhead review of the application including a photo of the mausoleum before the tarp was installed.

Ms. Cyran presented the history of the application. The Heritage Library Foundation, Inc., of Hilton Head Island received Board approval in March 2014 to add a temporary 2 x 6 treated wood framework with poly cover over the mausoleum roof, as well as incorporate two louvered panels in the existing copper clad door. Both of these measures are designed to facilitate drying out of the roof and interior, and were recommended by the Preservation Department of SCAD. The applicant's long term plan is to remove the roof panels, restore the integrity of the walls and corner columns, and then to reset the roof panels in order to preserve the historic structure.

The DRB's Notice of Action included a limit of 60 days. The initial work (installation of the wood framework and tarp as well as incorporation of the louvered panels) has been completed; however, the permanent work to restore the mausoleum is not expected to be completed until 2015. Site photos taken from several locations on the site during the past several weeks indicate that the tarp is not visible from most locations.

The applicant is requesting a review of the time frame for the removal of the tarp. The applicant intends to apply for funding to restore the mausoleum and seal the roof; thereby, eliminating the need for the tarp. The application deadline for the grant is December 1, 2014 and the money, assuming the grant is approved, will be available in early April. The tarp will probably be needed until mid-April 2015. The staff recommended that the application be approved as submitted the tarp be allowed to remain as a temporary solution with expiration of the Notice of Action one year from date. Following the staff's presentation, Chairman Sodemann requested that the applicant make her presentation.

Ms. Linda Piekut, Heritage Library Foundation, presented statements in support of the application. The Board and the applicant discussed the proposed funding for the project and the timeline for the completion of the project. The Board stated that they agree with staff's recommendation for approval of the application. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Smith made a **motion to approve** application DR140012 as submitted including the staff's recommendations. Ms. Theodore **seconded** the motion and the motion **passed** with a vote of 5-0-0.

## 11. New Business

### A. New Development – Conceptual

#### 1) Silver Moss Subdivision – DRB-001129-2014

Ms. Cyran introduced the application and stated its location, 660 Spanish Wells Road. The applicant is proposing entry features and a community park for the proposed 48-lot single family subdivision.

Ms. Cyran presented an in-depth overhead review of the application including the site plan and photos of the existing site conditions including the buffer. The property is located adjacent to the marshes of Old House Creek.

Prior to today's meeting, the staff and the applicant discussed the staff's concerns with the cultured stone. The applicant is prepared to offer an alternative material per the staff's recommendation. The alternative material for this project will probably be stucco.

The proposed community park is located toward the rear of the subdivision and includes a 36” Live Oak tree and a cluster of smaller pines and oaks. The project is currently going through the subdivision review process and the staff notes that there are several specimen trees that might require relocating some proposed lots and shifting the park. If this happens and if it requires significant changes to the design of the park, it will come back to the Design Review Board. However, this potential does not affect the review and approval of the Conceptual application as submitted. Ms. Cyran stated that the materials and color scheme for the main entrance are designed to complement the craftsman style architecture planned for the development. Ms. Cyran presented the proposed colors and materials.

On the overhead site plan, Ms. Cyran identified the highlighted zones as indicated as “fence & masonry column section 2” which includes columns with cultured stone bases and hardie shake siding with trim and a 5-ft. high bronze aluminum fence. Approaching the entrance it transitions to the “fence and masonry column section 1” which includes two fence panels between columns versus 3 fence panels. The “entry fencing and gate section” includes a metal roof on the columns and arched aluminum gates.

Per LMO Section 16-5-706, fences within adjacent street setbacks cannot be higher than 4-ft. in height. The plan details shows the fence located within the setback and at 5-ft. in height, which is not permitted. The fence will need to be lowered. Also, the staff recommends an alternate material be selected for the columns as cultured stone is not a natural material or a material typically used on the island. The recommended alternate material is stucco.

Ms. Cyran reviewed photos of the entries to the adjacent single family subdivisions (i.e. Old House Creek – stucco with brick columns, and Timber Crest - aluminum fence with masonry columns.) The proposed plant lists includes natives and plants typically used on the island including oaks, pines, pals, and magnolias, azaleas, camellias, and hollies; Asiatic jasmine and muhly grass.

The entry area includes a 6’ x 12’ community mail center located in the island just past the entrance. The proposed mail center includes 10 x 10 posts and a galvanized corrugated metal roof. Color and material samples of all products are required for the Final review and approval. The staff recommends that the metal roof be bronze to complement the entrance fence.

The 12 x 12 gazebo includes cultured stone base columns with 12 x 12 posts, wood brackets and exposed rafter tails, and a galvalume roof. The staff recommends an alternate column base material for the gazebo. The color and material samples for all materials are required for Final submittal. Also, per Building Plan Examiner, handrails are required on both sides of all stairs. This should be factored in to the final gazebo design.

Ms. Cyran stated that the project is currently going through the subdivision review process. There are several specimen trees on site that may require relocating some of the lots and shifting the community park a bit. The proposed materials and color schemes designed for the front entrance are intended to complement the project’s craftsmen style architecture. Ms. Cyran reviewed the proposed colors and materials.

The staff recommended approval of the Conceptual submittal with the following conditions: (1) the cultured stone should be replaced with an alternate material that is more in keeping with Island Character; (2) handrails are required on both sides of the stairs; (3) a landscape plan is required.

Following the staff’s presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Kevin Farruggio, Landscape Architect, presented statements in support of the application. The Board and the applicant discussed several issues including the height of the fence, the use

of brick on the base of the gazebo columns, and details regarding the mail center. The Board stated that details for the mail center should follow the plan rather than the photo. The Board recommended that the back area of the mail center be screened from view with taller plant material. The Board also requested additional details regarding the brick. The Board recommended consistency in brick or brick with stucco in both places including the entry. The front columns need additional detail for review by the Board. Chairman Sodemann stated that brick is preferred for the entry. The mail center shown on the drawings should be followed rather than the photos that were presented. Brackets should be included as shown on the drawing. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Witmer made a motion to **approve** application DRB-001129-2014 Conceptual review with the following conditions: (1) the cultured stone should be replaced with an alternate material; (2) handrails are required on both sides of the stairs; (3) taller plant material at the mail center; (3) additional detail is needed related to the entry columns metal roofs. Mr. Smith **seconded** the motion and the motion **passed** with a vote of 5-0-0.

## B. Alteration/Addition

### 1) Shore Villas Pool House – DRB-001143-2014

Ms. Cyran introduced the application and stated its location, 21 S. Forest Beach Drive. Ms. Cyran presented an in-depth overhead review of the application including the existing and proposed views. The applicant is seeking approval to replace the existing roof of the pool house building with a low pitch (3 in 12) roof. The pool house is located in the interior of the property and is not visible from any public thoroughfare or from the beach.

When the pool house was constructed approximately five years ago, the applicant and their contractors were not aware of a recorded view easement on the property. The existing roof line violates that view easement. As a result, the view of the pool for the owners of one unit is obstructed. In order to restore their view of the pool, the applicant proposes to lower the height of the pool house walls and to lower the pitch

of the roof. Completing these actions will restore the view of the pool to the affected unit.

The plans for the original pool house approved by the DRB, indicate an existing 6/12 roof slope, a 9'-5" bearing plate height, and a 15' – 6" total height. The proposed plans indicate a 3/12 roof slope, a 7'-5" bearing plate height, and 11' -0" total height. All colors and materials will match existing.

The bearing height is proposed to be reduced by 2' from 9'-5" to 7-5". The existing roof pitch is 6/12 and the proposed roof is 3/12. The Forest Beach ARB has approved the application and the staff recommends approval as submitted. Following staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

The applicant, Mr. Dee Dee Graham, presented statements in support of the application. The Board and the applicant discussed the project. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Ms. Theodore made a motion to **approve** application DR-001143-2014 as submitted. Mr. Smith **seconded** the motion and the motion **passed** with a vote of 5-0-0.

## C. Minor External Change

### 1) Red Rover Inn - DRB-001157-2014

Prior to staff's presentation on this application, Chairman Sodemann stated that due to on-going legal issues related to this project, the Board will review the application and provide comments today; however, no action will be taken by the Board. Chairman Sodemann then requested that staff make their presentation.

Ms. Cyran presented an in-depth overhead review of the application including the site plan and elevations. The applicant is proposing to renovate an existing two story wood framed building, formerly occupied by PSD, into a facility for daycare/ boarding/grooming of approximately 32 dogs.

The site plan shows the +/- 0.54 acre parcel. No changes are planned to site access, parking, or primary entry. Three waste stations are proposed including 8 x 8 posts with site light, doggie waste bag and disposal, mounted on a concrete pad strategically located between the parking and the doors to accommodate owners dropping off and picking up their dogs. A wood fence/wall is proposed starting near the south west building corner, crossing the existing sidewalk, and extending along the existing parking. This fence is intended to contain noises while the dogs are outdoors.

As the fence turns the corner away from the parking area it transitions to a 6-ft. high brown vinyl coated chain link fence connecting the corner of the wood fence and continuing on to the building. The interior fenced area is broken into several smaller fenced areas with the same 6-ft. high galvanized chain link fence. Brown vinyl coated fence is consistent with the other chain link fence along the Palmetto Bay Road corridor.

The applicant intends to minimally disturb the existing vegetation during construction of the fence. The mature vegetation was one of the reasons for selecting this site. The staff recommends that existing landscaping is tired and overgrown and will likely be impacted with fence construction. A landscape plan for new landscaping, specifically between the fence and the sidewalk as well as parking lot islands should be provided for review and approval.

The detail shows the waste control stations with 8 x 8 wood post, gooseneck light fixture in green, waste station sign, bag dispense, and trash receptacle. A finish for the 8 x 8 post is not specified. The staff recommends leaving it natural or staining it to match the wood fence.

In order to convert the facility, most of the improvements will be to the interior. Such work includes removal and replacement of walls and improvements to its water and waste services. The anticipated work to the exterior is limited to windows, doors, shutters, a privacy fence, and miscellaneous small amenities. In addition, a wood fence is planned near the south west corner of the building.

Ms. Cyran presented an in-depth review of the elevations. Ms. Cyran stated the colors and materials will match existing. The wood door added to the fence will be painted "Red Barn". Ms. Cyran presented a hard sample of the color for the Board's review. The gooseneck fixtures are proposed at the front door and fence on either side of the gate/door. The finish is bronze.

The entire section of the fence that faces the Church and the parking area is proposed to be wood. When the fence turns the corner it changes to brown vinyl coated chain link fence. The brown vinyl coated chain link fence is also used in interior. No work is proposed for the east elevation facing Bow Circle. The proposed work on the north elevation is limited to brown vinyl chain link fence tying into the corner of the building. The staff recommends approval of the application with the condition that supplemental landscaping be added between the proposed fence and the parking lot area. Following staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Don Baker, Architect, presented statements in support of the application on behalf of the business owner. Ms. Paige Grisette, business owner, was also present. The Board discussed the

project and stated that they would like to see a landscape plan. The installation of larger plant material may be a good idea. The Board also discussed details of the 6-ft. wood fence. A nicely detailed fence with base and cap might be a good idea. The barn red color shown to the Board today is preferred.

Following final comments by the Board, Chairman Sodemann requested public comments and the following were received: Chester C. Williams, Esq., attorney for The Church of Christ, presented statements in opposition to the application based on his client's concerns with objectionable noise and odors. No action was taken by the Board today.

**12. Appearance by Citizens**

None

**13. Adjournment**

The meeting was adjourned at 2:05p.m.

Submitted By:

Approved By:

August 26, 2014

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Kathleen Carlin  
Administrative Assistant

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Scott Sodemann  
Chairman