

**Town of Hilton Head Island
Design Review Board
Minutes of the Tuesday, March 24, 2015
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: Mayor Pro Tem Harkins

Town Staff Present: Jennifer Ray, Urban Designer
Teri Lewis, LMO Official
Anne Cyran, Senior Planner
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

Ms. Ray stated that DRB-000546-2015, Shelter Cove Towne Centre Building, shown under Alterations/Additions, should be Building 106 instead of Building 109.

The Board recommended that staff reverse the review order of today's Business items in order to accommodate the applicants in attendance. The Board will review Old Business and New Business items first. The Board will then review the final draft of the Rules of Procedure and the staff's proposed revisions to the Design Guide. The Board **approved** the agenda as revised by general consent.

5. Approval of the Minutes

The Board **approved** the minutes of the March 10, 2015 meeting as submitted by general consent.

6. Staff Report

Ms. Ray reported that the next DRB meeting will be held on Tuesday, April 28, 2015.

7. Old Business

A. New Development-Final

1) Hilton Head Presbyterian Church Additions – DR140008

Ms. Ray introduced the application and stated its location, 235 William Hilton Parkway. This project received Final approval from the DRB in April 2014 with a condition that the trim color be toned down to a lighter color of the building and brought back to the DRB for review and approval.

Ms. Ray reviewed several photos taken before construction began showing the existing colors on the building. Ms. Ray stated that the applicant has completed a large portion of the construction. The applicant has restudied the original proposed colors based on the Board's recommendation and also based on the existing stucco and the existing roof color. The applicant proposes two new colors – Sherwin Williams “Useful Gray” for the wood siding color and “Nuance” for the trim. Ms. Ray distributed hard samples of the proposed colors for the Board's review.

Based on the Board's original conversation and recommendation of last April and based on the revised submission, the staff recommends approval of the application. Following the staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Steve Anthony presented brief comments in support of the application. The Board discussed the application and complimented the new colors. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Ms. Theodore made a **motion to approve** application DR140008 as submitted with SW “Useful Gray” used for the body color and “Nuance” used for the trim color. Mr. Smith **seconded** the motion and the motion **passed** with a vote of 6-0-0.

8. Unfinished Business

None

9. New Business

A. Alteration/Addition

(Ms. Theodore recused herself from review of the following application, DRB-000546-2015, due to a professional conflict of interest. A Conflict of Interest Form was completed and signed by Ms. Theodore and attached to the record.)

1) Shelter Cove Towne Centre Building 106 – DRB-000546-2015

Ms. Ray introduced the application and stated its location, 40 Shelter Cove Lane.

When this project was approved in February of 2013, a condition stated that Buildings 105, 106 and 109 were considered placeholder buildings and would return to the DRB for review.

Ms. Ray presented an in-depth overhead review of the application including the original site plan for the area. Building 105 is no longer included in the revised plan. The applicant was previously instructed during review of Building 109 (Versona) to update the site plan and landscape plan and submit it to staff for review. The applicant has submitted revised plans as part of this application including modifications to align with the new entrance and to continue with the same theme and detailing that is in the rest of Shelter Cove Towne Centre.

A small pedestrian connection through the island on the backside of the building adjacent to the parking lot and Shelter Cove Lane was shown on the site plan in the packet but has been removed per the recommendation of Mr. Richard Spruce.

Ms. Ray reviewed the landscape plan that complements the revised site plan. It continues to use plant material that is native or typically used on the island and is in keeping with the plant palette within Shelter Cove Towne Centre as well as the level of fit and finish.

The revised floor plan shows the primary entrance that will be from the parking lot on the Highway 278 of the development, including a 10-ft. wide connection between this building and the adjacent building and the loading dock and a secondary access off of the rear of the building.

The roof plan shows pitched metal roof sections in the front with a flat roof behind. One of the main changes in this building was that the applicant brought the scale down at the front massing by using the Belk brick to separate the two stores on the front and on the back.

The front elevation shows the entrance to Belk on the left with the main pedestrian entrance in the center. Materials include brick to match Belk, brick to match other brick within Shelter Cove Towne Centre, stucco, glass, metal roof sections, Bermuda shutters, and a powder coated metal canopy over the main entrance that is consistent with other buildings within Towne Centre. The signage shown on the building will require review and approval under a separate sign permit application. Signage is shown here for scale and concept.

The right side elevation faces Building 109 (Versona) and addresses the comments that were originally in the DRB's review regarding the flatness and lack of detail on the sides of the building. These sides include brick as well as two colors of scored stucco, a variety of roof heights, spandrel glass, and cement board siding.

The rear elevation viewed from the parking area and Shelter Cove Lane reflects the loading dock. It also includes the scored stucco and cement board siding, a metal canopy over that door, and a hinged metal louver. Building sections were included in the meeting packet for the Board's review. The wall sections show the metal canopy with a rod that is consistent within Towne Centre as well as detailing of the brick column and the exposed rafters. The metal roofing has a 6 and 12 pitch consistent with the Design Guide.

The electrical plan shows the location of the proposed light fixtures along the front of the building and along the rear. Ms. Ray reviewed the proposed fixture which is consistent with ones that were recently approved by the Board. The light fixture on this building is in a satin clear coat and comes with the option of a frosted glass cover to address the issue of no exposed light source.

The applicant's color board has a minor update. The original color board in the meeting packet was not completely in sync with the elevations that were in the packet. Based on the staff's conversation with the application, the applicant has submitted a revised color board that resolves this issue. All of the materials are the same and includes a standing seam metal roof and metal canopy that are in the colors to match Kroger and the brick and the stucco are used within Shelter Cove Towne Centre. The shutter color is in a dark green. The Shelter Cove Harbor Company ARB has approved this project and staff recommends approval as submitted and reviewed today. Following staff's presentation, Chairman Sodemann requested that the applicant make his presentation.

Mr. Tom Parker, Lee & Parker Architects, presented statements in support of the application. The Board discussed the project and complimented the applicant's

introduction of brick as a transitional element with Belk. The Board discussed the flat roof. The applicant stated that the building is 19-ft. tall and in line with the rest of the buildings in Shelter Cove Towne Center. The building's entry awning is the exact same as the Kroger awning.

The Board also discussed the landscape plan and lighting. The applicant stated that the corridor is 10-ft wide with 2-ft. planting on either side. The Board discussed the size and the location of the proposed liriopse. The Board recommended that the applicant add some taller vertical plant material along the walkway to help breakup the expanse of wall. The Board recommended that a vine type material be used.

The Board discussed the backside of the building and recommended that additional plantings be placed here to help screen the back of the building. The applicant stated that the curb goes right up to the building at this point. The Board also discussed the landscape plan at the Versona side of the sidewalk.

The Board stated that they like the balance of the new façade and the addition of spandrel glass. The Board stated some concern with the amount of flat roof. Following final comments by the Board, Chairman Sodemann requested that a motion be made.

Mr. Strecker made a **motion to approve** application DRB-000546-2015 as submitted with the condition that the applicant should try to add some vertical landscape material at the alley way between the Petco Building and the Versona Building. Vice Chairman Gartner **seconded** the motion and the motion **passed** with a vote of 5-0-0.

10. Board Business

A. Revisions to Rules of Procedure

Ms. Ray stated that the final version of the Rules of Procedure was included in the packet. It did not include any additional changes other than those discussed at the previous meeting. The Rules of Procedure are ready for adoption. Following brief comments by the Board, Chairman Sodemann requested that a motion for adoption of the Rules of Procedure be made.

Ms. Theodore made a **motion to approve** the final Rules of Procedure as submitted. Mr. Hoffman **seconded** the motion and the motion **passed** with a vote of 6-0-0.

B. Design Guide section review "Architecture" and "Landscape"

Ms. Ray stated that the staff and the Board have been reviewing updates to the Design Guide in sections. Today's review will be on the "Architecture" and "Landscape" sections. Ms. Ray presented an in-depth overhead review of the "Architecture" section. Sub sections include Form, Mass, Scale, Materials, Detail and Color.

'Context' has been moved from the Introduction and has its own section because it is such a big component. There are more photos and examples. The staff updated the LMO references and added setback angles. Ms. Ray presented statements regarding island character, typical details that the Board likes to see, and common materials. High quality and durability (suitability for island environment) are stressed. Mr. Ray presented statements regarding colors, accent colors, and hue.

Ms. Ray presented an in-depth overhead review of the “Landscape” section. The original Design Guide sub sections included an Introduction, Trees, Shrubs, Ground Covers, and Buffers. A statement about minimizing environmental impacts from development has been added.

The original Design Guide only stated that there were three elements even though there was a section on buffers. The updated Design Guide proposes to think that buffers are an essential component of the landscape section as well. There are now four elements instead of three. Staff also added the statement that the use of native plants is strongly encouraged.

The Design Guide emphasizes the importance of protecting specimen trees, protecting tree canopies, and protecting clusters of trees as well as the importance of preserving understory vegetation, shrubs, and small trees.

The Board and the staff discussed several issues including classifying the native plants into different categories. The staff will incorporate the Board’s suggestions for this section. Ms. Ray stated that the staff will continue to bring additional Design Guide sections to the Board for review and approval. The completed final document will be approved by the Design Review Board and will then forwarded to Town Council for adoption.

On a separate issue, Chairman Sodemann reminded the Board to be mindful of their motions on approving an application. Motions need to be clear and well defined for the benefit of the applicant.

11. Appearance by Citizens

None

12. Adjournment

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

Submitted By:

Approved By:

April 28, 2015

Kathleen Carlin
Administrative Assistant

Scott Sodemann
Chairman