# Town of Hilton Head Island Regular Design Review Board Meeting 

Tuesday, October 23, 2018-1:15 p.m.<br>Benjamin M. Racusin Council Chambers

## Agenda

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting.

1. Call to Order
2. Roll Call
3. Freedom of Information Act Compliance

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
4. Approval of Agenda
5. Approval of Minutes - Meeting of September 25, 2018
6. New Business
A. New Development - Final

- Vacation Homes of Hilton Head., DRB-002371-2018 (Conceptual Approval at June 26th meeting)

7. Appearance by Citizens
8. Board Business
A. Review and Adoption of 2019 Meeting Schedule
9. Staff Report
10. Adjournment

Please note that a quorum of Town Council may result if four or more of their members attend this meeting.

# Town of Hilton Head Island <br> Minutes of the Design Review Board Meeting <br> September 25, 2018 at 1:15 p.m. <br> Benjamin M. Racusin Council Chambers 

Board Members Present: Acting Chairman Michael Gentemann, Cathy Foss, Debbie Remke, Brian Witmer, Ron Hoffman, Kyle Theodore

Board Members Excused: Chairman Dale Strecker
Town Council Present: None
Town Staff Present: Chris Darnell, Urban Designer; Taylor Ladd, Senior Planner; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Acting Chairman Gentemann called the meeting to order at 1:15 p.m.
2. Roll Call - See as noted above.
3. Freedom of Information Act Compliance

The Town has met all Freedom of Information Act requirements for this meeting.
4. Approval of the Agenda

The Board approved the agenda by general consent.
5. Approval of Minutes - August 28, 2018

The Board approved the minutes of the August 28, 2018 meeting by general consent.
6. New Business

## A. Alteration/Addition

- 6 Lagoon, DRB-001931-2018 (withdrawn prior to August 28 meeting)

Mr. Darnell introduced the project and described its location. Mr. Darnell presented an in depth narrative of the project as provided in the Board's packet. Staff recommends approval with the following conditions:

1. Provide dimension of new planted area along East elevation, parking stall depth and drive aisle behind parking stalls to be review by Staff as part of the Minor DPR.
2. Revise the Landscape Plan to specify that all existing gravel mulch shall be removed and replaced with topsoil mixture and all planting beds shall be mulched with shredded hardwood mulch. Submit for Staff review and approval.

Acting Chairman Gentemann asked if the applicant would like to add to Staff's narrative. The applicant thanked staff and answered questions presented by the Board.

Acting Chairman Gentemann asked the Board for comments. The Board complimented the project. The Board discussed and made inquiries regarding: the parking requirements and the
impacted trees and adding a parking stop to help the trees; the awnings are not part of this submittal but possibly a future application; the trash enclosure will be handled by a separate company; the wood on the stairway and railings will be replaced; the window frames will be painted; the stucco will be repaired; the suggestion was made to align the left and ride side decks on the south elevation and to remove the floor on the left side deck; the landlord and tenant are in negotiations to relocate the vending and ice machines, and landscaping will be installed in their place as proposed.

Ms. Theodore made a motion to approve DRB-001931-2018 with the following conditions:

1. Provide the dimensions of the plant beds on the East elevation, and the parking and drive aisle depths.
2. The plant bed soil mixture shall be improved with topsoil, the gravel shall be removed, and the plant beds shall be re-mulched.
3. The beach side elevation shall be adjusted to align the two decks and to continue to include the handrail as part of the elevation.
4. If a second landing is desired, then that could be reviewed and approved by Staff with the intent that both the right and left sides look identical.

Mr. Hoffman seconded. The motion passed with a vote of 6-0-0.

- Village House, DRB-002030-2018 (withdrawn during August 14 meeting)

Mr. Darnell introduced the project and described its location. Mr. Darnell presented an in depth narrative of the project as provided in the Board's packet. Staff recommends approval as submitted.

Acting Chairman Gentemann asked if the applicant would like to add to Staff's narrative. The applicant answered questions presented by the Board.

Acting Chairman Gentemann asked the Board for comments. The Board complimented the project and thanked the applicant for addressing their comments on the previous submittal. The Board made comments and inquiries regarding: how the canvas roof and the porte-cochere will be connected and weatherproofed; the canopy will wrap over the existing structure and the existing underside will be painted "Amazing Gray"; the blocking will match the roof; if lighting underneath the porte-cochere is possible, then one exterior lantern will be placed in the middle portion; the columns appear overly detailed and the suggestion was made to remove the cross pattern out of the middle and to trim the edges.

Mr. Witmer made a motion to approve DRB-002030-2018 with the following condition:

1. The underside of the porte-cochere rafters and tongue and groove decking shall be painted Sherwin Williams "Amazing Gray" to match the body of the building.

Ms. Theodore seconded. The motion passed with a vote of 6-0-0.

- 15 Wimbledon Court, DRB-002029-2018 (Conceptual Approval at June 12 meeting)

Mr. Darnell introduced the project and described its location. Mr. Darnell presented an in depth narrative of the project as provided in the Board's packet. Staff recommends approval with the following conditions:

1. Provide a conduit installation detail for well lights and tree lights that will not impact tree roots for Staff review and approval.
2. Provide mounting detail/specifications for the tree down lights that will not penetrate the tree bark for Staff review and approval.
3. Revise the street lighting plan to meet the LMO requirements for Staff review and approval.
4. Submit a color board for DRB review and approval.
5. Provide color specifications (including manufacturer) on the drawings.
6. Specify directional bore installation of electrical conduit under trees or provide an alternate route that impacts fewer trees at Folly Field buffer, and submit for Staff review and approval.

Acting Chairman Gentemann asked if the applicant would like to add to Staff's narrative. The applicant provided the color board for the Board's review.

Acting Chairman Gentemann asked for public comments and none were received.
Acting Chairman Gentemann asked the Board for comments. The Board complimented the site details and the color board. The Board noted certain section details were not provided in the submittal and therefore asked the applicant to speak to certain details such as the railings, the soffits, and the trim around the windows and doors. The railings will be aluminum powder coated in silver color with vertical pickets and the double top rail going across the top as shown on the elevations. The soffits will be hardie perforated soffits as long as the net ventilation requirements are met. There are some exposed rafters in accent areas, like the front porches, but generally a painted, flat hardie board soffit. The window trim and details will be a flat stock with the slope sill more to the Lowcountry style with a header piece that extends past the vertical trim pieces. Typically there is a little reveal shadow line with another small trim piece on top of that. There are no window awnings, just aluminum hurricane shutters in the silver color. The overhang dimensions vary from 2-4 feet.

The Board further discussed and made inquiries regarding: the colors on the color board appear sufficient, however, the shadowing in the colored elevation pertaining to the three buildings on the Folly Field side appear inadequate; the side elevation and roof plan look good; concerns for height and density; the distance between buildings, particularly buildings 3 and 4; the suggestion was made to reduce the building height and density, and adding more greenspace between the buildings; increasing tree caliper; the Sabal palms on the Folly Field side should be the tallest size; putting the buffer of Folly Field on a fertilizer program; the applicant's by right use, maximum height and density as per the LMO; reduction of the roof slope from 8/12 to 6/12 in order to reduce some of the building height; and the suggestion was made to replace the reclaimed wood of the trash compactor enclosure with a different material.

Mr. Witmer made a motion to approve DRB-002029-2018 with the following conditions:

1. The maximum roof pitch for the main roof shall be $6 / 12$.
2. That half of the Live Oaks in the buffer along Folly Field Road shall be 8 " caliper size.
3. The Magnolias in the buffer along Folly Field Road shall be 6 " caliper size and shall not be a dwarf variety.
4. The plantings in the buffer along Folly Field Road shall be on a fertilization program.
5. Provide a conduit installation detail for well lights and tree lights that will not impact tree roots, for Staff review and approval.
6. Provide mounting details/specifications for the tree down lights that will not penetrate the tree bark, for Staff review and approval.
7. Revise the street lighting plan to meet the LMO requirements, for Staff review and approval.
8. Specify directional bore installation of electrical conduit under trees at the Folly Field buffer.
9. The Sabal Palmettos in the Folly Field buffer shall be the SP-H 14'-18' height.

Ms. Theodore seconded. The motion passed with a vote of 4-2-0.

## 7. Appearance by Citizens - None

## 8. Staff Report

Mr. Darnell reported the Minor Corridor approvals since the last Board meeting.
The Board asked staff to make sure applicants submit certain items that the Board would typically need to review. The Board also asked staff to provide the Board with some type of identification to use on site visits.

## 9. Adjournment

The meeting was adjourned at 2:50 p.m.
Submitted by: Teresa Haley, Secretary
Approved:

Michael Gentemann, Acting Chairman

Town of Hilton Head Island Community Development Department

One Town Center Court Hilton Head Island, SC 29928
Phone: 843-341-4757 Fax: 843-842-8908
$\qquad$
$\qquad$

Applicant/Agent Name: Mike Thomas
Mailing Address: 74 Sparwheel Lane
Telephone: 843-785-9434 $\qquad$ Fax: $\qquad$
Project Name: Vacation Homes of Hilton Head
Parcel Number [PIN]: R 5 $\underline{1} \underline{1} \underline{0} \underline{0} \underline{8} \quad \underline{0} \underline{0}$
Zoning District: $\qquad$ RD

Company: Thomas Design Group
City: Hilton Head Island State: SC Zip: 29926
E-mail: mthomas.icon@gmail.com Project Address: Hwy 278 \& Burke's Beach Rd $\underline{0} \underline{2} \underline{5} \underline{0} \underline{0} \underline{0}$ Overlay District(s): COD

## CORRIDOR REVIEW, MAJOR DESIGN REVIEW BOARD (DRB) SUBMITTAL REQUIREMENTS

## Digital Submissions mav be accepted via e-mail bv calling 843-341-4757.

Project Category:
Concept Approval - Proposed Development
X Final Approval - Proposed Development
Alteration/Addition Sign

## Submittal Requirements for $A l l$ projects:

NA Private Architectural Review Board (ARB) Notice of Action (if applicable): When a project is within the jurisdiction of an ARB, the applicant shall submit such ARB's written notice of action per LMO Section 16-2-103.I.4.b.iii.01. Submitting an application to the ARB to meet this requirement is the responsibility of the applicant.

X
Filing Fee: Concept Approval-Proposed Development \$175, Final Approval - Proposed Development \$175, Alterations/Additions $\$ 100$, Signs $\$ 25$; cash or check made payable to the Town of Hilton Head Island.

Additional Submittal Requirements:
Concept Approval - Proposed Development
A survey ( $1^{\prime \prime}=30^{\prime}$ minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
A site analysis study to include specimen trees, access, significant topography, wetlands, buffers, setbacks, views, orientation and other site features that may influence design.
A draft written narrative describing the design intent of the project, its goals and objectives and how it reflects the site analysis results.
Context photographs of neighboring uses and architectural styles.
Conceptual site plan (to scale) showing proposed location of new structures, parking areas and landscaping. Conceptual sketches of primary exterior elevations showing architectural character of the proposed development, materials, colors, shadow lines and landscaping.

Additional Submittal Requirements:
Final Approval - Proposed Development
X A final written narrative describing how the project conforms with the conceptual approval and design review guidelines of Sec. 16-3-106.F.3.
X Final site development plan meeting the requirements of Appendix D: D-6.F.
Final site lighting and landscaping plans meeting the requirements of Appendix D: D-6.H and D-6.I.
Final floor plans and elevation drawings ( $1 / 8^{\prime \prime}=1^{\prime}-0^{\prime \prime}$ minimum scale) showing exterior building materials and colors with architectural sections and details to adequately describe the project.
X A color board (11"x17" maximum) containing actual color samples of all exterior finishes, keyed to the elevations, and indicating the manufacturer's name and color designation.
$\qquad$ Any additional information requested by the Design Review Board at the time of concept approval, such as scale model or color renderings, that the Board finds necessary in order to act on a final application.

Additional Submittal Requirements:

## Alterations/Additions

All of the materials required for final approval of proposed development as listed above, plus the following additional materials.
A survey ( $1^{\prime \prime}=30^{\prime}$ minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
Photographs of existing structure.

Additional Submittal Requirements:
Signs
Accurate color rendering of sign showing dimensions, type of lettering, materials and actual color samples.
For freestanding signs:
Site plan $\left(1^{\prime \prime}=30^{\prime}\right.$ minimum scale) showing location of sign in relation to buildings, parking, existing signs, and property lines.
Proposed landscaping plan.
For wall signs:
Photograph or drawing of the building depicting the proposed location of the sign.
Location, fixture type, and wattage of any proposed lighting.

Note: All application items must be received by the deadline date in order to be reviewed by the DRB per LMO Appendix D: D-23.
A representative for each agenda item is strongly encouraged to attend the meeting.
Are there recorded private covenants and/or restrictions that are contrary to, conflict with, or prohibit the proposed request? If yes, a copy of the private covenants and/or restrictions must be submitted with this application. $\square$ YES XNO

To the best of my knowledge, the information on this application and all additional documentation is true, factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hilton Head Island. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.

I further understand that in the event of a State of Emergency due to a Disaster, the review and approval times set forth in the Land Manpement Ordinance may be suspended.


## THOMAS <br> DESIGN GROUP, INC

October 9, 2018

Town of Hilton Head Island
Community Development Department
One Town Center Court
Hilton Head Island, SC 29928

## Project: DRB Final Review, Vacation Homes of Hilton Head, Hilton Head Island, SC

To Whom It May Concern:
Please accept this design information for a new mixed use project located on Lot 1 William Hilton Parkway (and Burke's Beach Rd), Hilton Head Island, SC to be reviewed as a DRB Final Submittal. The following information should be reviewed in conjunction with the design data attached with this submittal:

Project Scope:
This project is proposed to include one (1) mixed used building intended to house the corporate office of Vacation Homes of Hilton Head, a resort rental corporation, and two (2) residential two (2) bedroom studio apartments. The property exists at the intersection of William Hilton Parkway and Burke's Beach Rd. Vehicular access to this site shall be from Burke's Beach Road. The proposed new drive aisle shall include access to an existing driveway for an existing residence adjacent to the subject site along Beach City Road. A separate drive exists off of Hwy 278 on the opposite side of the site that connects to existing residential trailers. This entrance will not be used as part of this project and will remain undisturbed although some portions of it are within the subject site. Also existing on this site are remnants of a concrete parking pad that will be removed.

The main entrance to the site will be located off of Burke's Beach Road and crosses over an existing pieshaped parcel. The applicant purchased both the pie-shaped parcel and the main site. The internal property line is in process of being removed and recorded. Removing the internal property line will not change the zoning of smaller pie-shaped parcel however it will allow for setbacks and buffers to be derived from the overall exterior boundary line. This project has been designed to the zoning of the larger parcel based on the acreage of 0.48 acres, etc. There will be no development on the RM-4 parcel.

The location of the building proposed is such that it addresses the best frontage opportunity possible on Hwy 278, retains as many trees possible, is sited with respect to existing adjacent residences, and responds to necessary grading for the foundation since the site sits at about 9 ft MSL and the building first floor shall be at 15 ft MSL minimum.

Design/Zoning Criteria:
Zoning: RD Mixed Use (residential)

| Density: | Residential allowed <br> Residential proposed | 16 DU 's / net acre <br> 2 DU 's |
| :--- | :--- | :--- |
|  |  |  |
|  | Non-residential allowed: | $8,000 \mathrm{GFA} /$ net acre $\ldots 8 \mathrm{k} \times 0.48 \mathrm{ac}=3,840 \mathrm{sf}$ |
|  | Non-residential proposed: | $2,108 \mathrm{sf}$ |

$\underline{\text { Design/Zoning Criteria (continued): }}$
Parking: $\quad$ Required: Residential $=1.5 \mathrm{sp}$ per du
Non-residential $=1 \mathrm{sp}$ per 500 ft GFA
Provided: Residential $=1.5 \times 2=3.0 \ldots \ldots \ldots \ldots \ldots .3$
Non-residential $=1 / 500 \times 2,108=4.2 \ldots . \underline{5}$
Total Required................................ 8
Total provided this site....................... 11
Open Space: $16 \%$ minimum
Bldg Ht: $\quad 60 \mathrm{ft}$ AMSL (Buildings shall be 2-stories and approximately $35^{\prime}-7^{\prime}$ ' above mean sea level)
Setbacks: $\quad$ North $\mathrm{P} / \mathrm{L}=20^{\circ}$; South (arterial) $=20^{\circ}$; East $\mathrm{P} / \mathrm{L}=20^{\circ}$; West (arterial) P/L=50'
Buffers: $\quad$ North P/L $=20^{\prime}$; South (arterial) $=25^{\prime}$; East P/L=20; West (arterial) P/L $=50^{\circ}$
A request for relief at the front/Hwy 278 setback and buffer is requested of $20 \%$ from $50^{\prime}$ to $40^{\prime}$ in order to produce a more conforming site layout. The front façade of the building shall sit along the original $50^{\prime}$ setback but the Burke's Beach Rd corner of the building would sit within the $40^{\prime}$ setback.

We appreciate your time and effort towards the development of this project. Please let me know if you have any questions or need more information.


Michael G. Thorhas, President
Thomas Design Group, LLC

## THOMAS <br> DESIGN GROUP, INC

Photos of adjacent properties to Burke's Beach Rd \& Hwy 278 (subject site):


Site Location


Aerial Perspective


Aerial Perspective


View of adjacent trailer propery access \& signage from Hwy 278 (subject site at right)


Front of subject site from Hwy 278 (Burke's Beach Rd at right)


Corner of subject site from Hwy 278


Subject site at Burke's Beach Rd


Existing site access at Burke's Beach Rd


Adjacent drive access to residential property \& BB Rd


Different angle of above view of both site entrances


BB Rd looking towards beach direction


View of atheletic field access across the street from subject site and BB Rd


View looking from subject site across Hwy 278 and at property along Hwy 278








A1.1







ASCENSON CLARITY MODEL SERES VERTCAL PLATFORM WHE\#CHAIR LFTWITH RUNWAY ENCLOSURE

1. CODECOMPLANCE: ASMEA18.1, ASMEA17.5, ANS A117.1, ADAAG, NFPA 70 (NEC)
2. RATNGS
2.1 CAPACITY: 750 LB
2.2 SPEFD: 20 FTMIN
2.3 DUTY: 168 CYCLE-FT/HOUR ( 12 CYCLES/ HOUR MINIMUM).
2.4 TRAVE: 35.00 TO 168.00 ASALOWED BY AHJ.
3. DRIVE \& EEC TRICAL
3.1 DRIVE TYPE: 2:1 CHAIN HYDRAUUL
3.2 SUSPENSION: 4X\#50 ANSI ROUERCHAINS
3.3 MOTOR: $24 \mathrm{VDC}, 3 \mathrm{HP}$
3.4 120VAC, 60 HZ , 10A, 1-PHASE
$\begin{array}{ll}3.5 & \text { AL CONTROL CIRCUITS 24VDC. } \\ 3.6 & \text { BATTERY BACKUP PRO VIDED STANDARD }\end{array}$
3.7 MANUAL LOWERING PUL HANDLE WITH ACCESS LOCK PROVIDED STANDARD ATUPPER LANDING
4. STECONSDERATIONS
4.1 DO NOTPROVIDEPITORRAMP LOW-PROFIE PLATFORM FLOORMEEISADA REQUIREMENTSAS ENTRY THRESHOLD.
4.2 UPPERLANDING PLATE 25 THCK ANCHORSTO TOP OF UPPER LANDING FOOR SURFACE
4.3 REFER TO ASCENSION CLARTY STRUCTURAL LOADING DOCUMENTFOR STRUCTURALAND ANCHORING REQUIREMENTS.
5. LIGHTNG
5.1 PRIMARY LIGHTING TO BEPROVIDED BY OTHERS IN ACCORDANCE WITH AL APPUICABLECODESAND REGULATIONS
5.2 ACCENTAND AUXILARY UGHTNG PROVIDED STANDARD ON PLATFORM CONTROLSAND FLOOR
6. ALTERNATEGATEHINGING AVAILABLE CONTACT ASCENSION FORPROJECT-SPECIFC DRAWINGS




GATE SWINGS
(Alternate GATE HINGING AVALABLE)


VIEW FRECTION UPPER LANDING
2.06 RUNNING CLEARANCE EACH SIEE-


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Electrical Lighting Legend


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## DESIGN TEAM/DRB COMMENT SHEET

The comments below are staff recommendations to the Design Review Board (DRB) and do NOT constitute DRB approval or denial.

DRB\#: DRB-002371-2018
DATE: Oct 12, 2018 Revised Oct. 16, 2018
RECOMMENDATION: Approval $\square$ Approval with Conditions $\square$ Denial $\boxtimes$

## RECOMMENDED CONDITIONS:

1. Provide a Demolition Plan. Note to remove existing slab clipped on Landscape Plan
2. Select a wall sconce that shields the light source from view. Done
3. Revise the tree protection to include understory growth in the buffers. Silt fence should be behind Burkes Beach Road Buffer to protect understory vegetation.
4. Revise the Planting Plan:
a. Includes a Plant Schedule. Done
b. Includes existing understory plants. Done
c. Compliments the architecture. Shrubs at porch will get too large, Crepe Myrtle on Burkes Beach Road side are too close to the building, Magnolia at Burkes Beach are too close to each other.
d. Does not block site amenities. With proposed planting bike rack is inaccessible.
e. Includes a planted screen along the driveway. Add planting (that will grow to large shrubs or small trees) between buffer and drive to supplement the existing buffer vegetation.
5. Select more nattre blending colors for the building. Done

## APPLICATION MATERIAL

| DRB REQUIREMENTS | Complies <br> Yes | No | Not Applicable | Comments or Conditions |
| :--- | :--- | :--- | :--- | :--- |
| Demolition Plan if needed | $\square$ | $\boxtimes$ | $\square$ | It is understood that the existing concrete slab will be <br> removed. Demolition plan is needed for the record. |

## ARCHITECTURAL DESIGN

| DESIGN GUIDE／LMO CRITERIA | Complies <br> Yes | No | Not Applicable | Comments or Conditions |
| :--- | :--- | :--- | :--- | :--- |
| Decorative lighting is limited and low wattage and adds <br> to the visual character | $\square$ | $\square$ | $\square$ | Specify a wall seonee that shields the light sotree <br> frem pedestrian view to reduree glare． |

## LANDSCAPE DESIGN

| DESIGN GUIDE／LMO CRITERIA | Complies Yes | No | Not Applicable | Comments or Conditions |
| :---: | :---: | :---: | :---: | :---: |
| Treats the Landscape as a major element of the project | $\square$ | 区 | $\square$ | There is no plant sehedule． |
| Preserves a variety of existing native trees and shrubs | $\square$ | 『 | $\square$ | Tree protection fence should protect all the buffer along Hwy 278 and Burkes Beach Road．Existing understory vegetation should also be protected． |
| Provides for a harmonious setting for the site＇s structures，parking areas or other construction | $\square$ | $\square$ | $\square$ |  |
| Location of existing trees and new trees provides street buffers，mitigation for parking lots，and an architectural complement that visually mitigates between parking lots and building（s） | $\square$ | 》 | $\square$ | 1．Plantings do not compliment the architecture． Large shrubs planted infront of a low porch． <br> 2．Planting blocks bike racks． |
| Shrubs are selected to complement the natural setting， provide visual interest and screen less desirable elements of the project | $\square$ | 区 | $\square$ | Add plantings to improve screen along drive， perpendicular to Burkes Beach Rd． |
| Provides overall order and continuity of the Landscape plan | $\square$ | 『 | $\square$ | Proposed landscape seems random． |
| A variety of sizes is selected to create a＂layered＂ appearance for visual interest and a sense of depth | $\square$ | 区 | $\square$ | No small shrubs or groundcovers． |

## MISC COMMENTS／QUESTIONS

1．The＂Ibis White＂and＂Marshmallow＂are too light and bleach out visually to white in the sum．Select more nature blending colors．
2．The Landscape Plan is confusing and difficult to read．Staff is recommending＂Denial＂because the Landscape Plan does not meet requirements of the Design Guide（p． 20 －＂emphasis must be given to overall order and continuity＂，p． 20 －＂Proper spacing．．．to allow for plants to reach their mature size and natural shape＂，
3．How will the area from the proposed landscape bed edge to the edge of the path on Hwy 278 and the edge of Burkes Beach be treated？

# Town of Hilton Head Island Design Review Board 2019 Regular Meeting Schedule 

Meetings are generally held in Benjamin M. Racusin Council Chambers at 1:15p.m. on the second \& fourth Tuesdays of each month, subject to change with notice.

| PUBLIC MEETING DATES | APPLICATION DEADLINES |
| :---: | :---: |
| January 8, 2019 | *Friday, December 21, 2018 |
| January 22, 2019 | January 8, 2019 |
| February 12, 2019 | January 29, 2019 |
| February 26, 2019 | February 12, 2019 |
| March 12, 2019 | February 26, 2019 |
| March 26, 2019 | March 12, 2019 |
| April 9, 2019 | March 26, 2019 |
| April 23, 2019 | April 9, 2019 |
| May 14, 2019 | April 30, 2019 |
| May 28, 2019 | May 14, 2019 |
| June 11, 2019 | May 28, 2019 |
| June 25, 2019 | June 11, 2019 |
| July 16, 2019 | July 2, 2019 |
| July 30, 2019 | July 16, 2019 |
| August 13, 2019 | July 30, 2019 |
| August 27, 2019 | August 13, 2019 |
| September 10, 2019 | August 27, 2019 |
| September 24, 2019 | September 10, 2019 |
| October 8, 2019 | September 24, 2019 |
| October 22, 2019 | October 8, 2019 |
| November 12, 2019 | October 29, 2019 |
| November 26, 2019 | November 12, 2019 |
| December 10, 2019 | November 26, 2019 |
|  |  |
|  |  |

*The application deadline is Friday, December $21^{\text {st }}$ because Town Hall will be closed on Monday, December $24^{\text {th }}$ and Tuesday, December $25^{\text {th }}$ in observance of Christmas Eve and Christmas Day.

Note: December has only one meeting due to the Holiday.
All applications must be completed and submitted not later than $\mathbf{4 : 3 0} \mathbf{~ p . m . ~} 14$ days prior to the meeting date at which the application will be reviewed. An Application Check-In Conference is recommended for all applications to determine whether the application meets the minimum requirements for acceptance. Application Check-In Conferences must be scheduled by appointment with the Community Development Department staff.

