



Town of Hilton Head Island
Design Review Board Meeting
Tuesday, June 28, 2022 – 1:15 p.m.
AGENDA

The Design Review Board meeting will be held in-person at Town Hall in the Benjamin M. Racusin Council Chambers.

1. Call to Order

2. FOIA Compliance – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

3. Roll Call

4. Approval of Agenda

5. Approval of Minutes

a. Meeting of June 14, 2022

6. Appearance by Citizens

Citizens may submit written comments via the [Town's Open Town Hall Portal](#). The portal will close at 4:30 p.m. on Monday, June 27, 2022. Comments submitted through the portal will be provided to the Design Review Board and made part of the official record.

7. New Business

a. *Alteration/Addition*

i. Spinnaker Resorts Preview Center Repaint, DRB-001559-2022

ii. Lowes Foods, DRB-001572-2022

b. *New Development – Conceptual*

i. Chaplin Townhomes, DRB-001557-2022

8. Board Business

9. Staff Report

a. Minor Corridor Report

10. Adjournment

Please note that a quorum of Town Council may result if four (4) or more of their members attend this meeting.



Town of Hilton Head Island
Design Review Board Meeting

June 14, 2022, at 1:15 p.m.

MEETING MINUTES

Present from the Board: Chair Cathy Foss, Vice Chairman John Moleski, Annette Lippert, Judd Carstens, Ryan Bassett, Todd Theodore

Absent from the Board: None

Present from Town Council: None

Present from Town Staff: Chris Darnell, Urban Designer; Nicole Dixon, Development Review Program Manager; Teresa Haley, Community Development Coordinator

1. Call to Order

Chair Foss called the meeting to order at 1:15 p.m.

2. FOIA Compliance – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

3. Roll Call – See as noted above.

4. Approval of Agenda

Chair Foss asked if there were any changes to the agenda. Mr. Darnell stated he would like to add two items under Staff Report regarding Continuing Education and Motions. He also stated Bailey's Point was incorrectly submitted as the name of the project on the application. The approved name is Bailey's Cove. Staff requests to revise the agenda to reflect the correct name of the application and add the two staff reports.

Mr. Bassett moved to approve the agenda as amended. Ms. Lippert seconded. By show of hands, the motion passed with a vote of 6-0-0.

5. Approval of Minutes

a. Regular Meeting of April 26, 2022

Chair Foss asked for a motion to approve the minutes of the April 26, 2022, regular meeting. Mr. Theodore moved to approve. Mr. Carstens seconded. By show of hands, the motion passed with a vote of 6-0-0.

6. Appearance by Citizens

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. There were no comments submitted.

7. New Business

a. New Development – Conceptual

i. Bailey's Cove Amenity Center, DRB-001485-2022

Mr. Darnell presented the application as described in the Board's agenda package and stated Staff recommends approval as submitted.

Chair Foss asked if the applicant would like to add to Staff's narrative. The applicant presented statements regarding the project and answered questions by the Board. The Board and the applicant discussed the application, and the following concerns and recommendations were made regarding the project: the Board preferred the alternate site plan to lessen noise to adjacent neighbors; concerns for the number of trees against the road and within the setback area marked to be removed; the alternate scheme shows trees to be removed based on the initial scheme – applicant will update the plan for final; review pool regulations for fence height, depths on decks, etc.; study the slope of the main gable roof to benefit the side elevation and proportion the double hung window; study flipping the floor plan of the side of the building that has two doors facing the road; study the door types to be a two panel; show any other fixed equipment in the final submittal; mechanical equipment is under consideration by the property owner; options for mechanical equipment were discussed; consideration for flood proofing the mechanical equipment and the building; clarification of the location of the storage component and bathrooms within the building; restrictions on disturbing the marsh area; suggestion to break up the pavement area and soften the building with foundation plantings; suggestion to add evergreen shrubs between the parking and the adjacent residential neighbors; add windows to the two blank walls on the rear elevation, similar to the front elevation; on the land side of the buffer and fence there is an opportunity to continue the muhly grass or similar on the pool edge transition; consider using some of the parking spaces for golf carts; consideration of inclusion of bike racks; an electric charging station is not required; anything seaward of the buffer line should not be removed; there is not a parking requirement because the amenity center is accessory to the residential development; make the rear elevation match the front side better; consider louvered doors; consider integrating the pool signage into the façade to add more character; and the utility door color should match the body of the building to better blend.

Following discussion, Mr. Carstens moved to approve DRB-001485-2022 with the following conditions:

1. Selection of the Alternate Site Plan as provided.
2. All of Staff's comments.
3. The rear elevation to include the additional shutter treatment for the two blank walls.
4. Provide a full landscape plan with buffering and treatment along the marsh edge.
5. Any additional pool, equipment fence, or HVAC screening will need to be detailed.
6. Any additional fixed site furnishings such as bike racks will need to be provided.
7. Add foundation plantings for the building especially the parking lot side.
8. Include golf cart parking and bike racks.
9. Provide consistency on the rear elevation for the door treatments, color and finish, preferably the darker color to match the shutters.
10. Consider flipping the floor plan.
11. Study the main gable slope, preferably a 6 and 12 pitch.

Ms. Lippert seconded. By way of roll call, the motion passed by a vote of 6-0-0.

8. Board Business

Chair Foss recently discovered the boardwalk installed at Shelter Cove Veteran's Memorial Park and noted it is beautiful. She asked why it did not come to the Board for review. Mr. Darnell expressed that generally pathways and art do not fall under the Board's purview. However, pedestrian bridges fall under the Public Project Review for the Planning Commission. The Board asked that they be kept informed on projects like this going forward.

9. Staff Report

a. Minor Corridor Report

Mr. Darnell reported on the minor corridor approvals since the last meeting.

b. Continuing Education

Mr. Darnell reminded the Board to complete their continuing education requirements by the deadline.

c. Motions

Mr. Darnell reviewed the types of decisions the LMO permits the Board to make on the applications that come before them. For conceptual applications, the options are approval or approval with conditions. For final, the options are approval, approval with conditions, or denial. Mr. Darnell also briefly reviewed that a motion to table moves the Board's decision to the next meeting unless otherwise specified by the Board. The expectation is to delay the decision to allow the applicant time to provide additional information. Mr. Darnell noted that a motion dies when it does not receive a second. He also noted an applicant can withdraw their application at any point prior to the Board's vote.

10. Adjournment

The meeting adjourned at 2:09 p.m.

Submitted by: Teresa Haley, Secretary

Approved: [DATE]



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
www.hiltonheadislandsc.gov

FOR OFFICIAL USE ONLY	
Date Received:	_____
Accepted by:	_____
DRB #:	_____
Meeting Date:	_____

Applicant/Agent Name: Nicole Allmaras Company: Spinnaker Resorts
 Mailing Address: 35 Deallyon Ave City: Hilton Head Island State: SC Zip: 29928
 Telephone: 850 541 2565 Fax: _____ E-mail: nicole@pc3questservices.com
 Project Name: Review Center Project Address: 7 office way
 Parcel Number [PIN]: R _____
 Zoning District: _____ Overlay District(s): _____

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

Digital Submissions may be accepted via e-mail by calling 843-341-4757.

Project Category:

- | | |
|--|--|
| <input type="checkbox"/> Concept Approval – Proposed Development | <input type="checkbox"/> Alteration/Addition |
| <input type="checkbox"/> Final Approval – Proposed Development | <input type="checkbox"/> Sign |

Submittal Requirements for *All* projects:

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.

cc Auth pre filled out -> add \$175 to it na
 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"=30' 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

- A final written narrative describing how the project conforms with the conceptual approval and design review guidelines of Sec. 16-3-106.F.3.
- 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"=1'-0" minimum scale) showing exterior building materials and colors with architectural sections and details to adequately describe the project.
- 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.
- 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"=30' 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 (1"=30' 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.

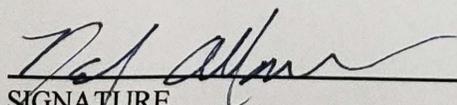
Note: All application items must be received by the deadline date in order to be reviewed by the DRB per LMO Appendix D: D-23.

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. YES NO

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 Management Ordinance may be suspended.


SIGNATURE

10-14-22
DATE

7 Office Way : The Building As Is

The building is primarily windows, the small amount of painted areas act more as an accent than actual full walls of color. In it's current state, the building appears very unkempt.



The Design Guide :

EXISTING VEGETATION & SIGNIFICANT TREES

Two of the most important site features that need to be identified are existing vegetation including understory and significant trees. These are extremely important elements to be addressed in the placement of structures and other site features as trees and forest areas contribute to the overall quality of life and identity of Hilton Head Island. In some cases the location of the tree canopy or a specimen tree will be the dominant determining factor in the site design as well as the architectural design of the structures. Existing vegetation that can be preserved, especially in buffers, adds significantly to the project's Island Character as well as reduces the cost of new landscaping.

SETBACKS & BUFFERS

Adjacent use and street setback lines and buffers must be identified as required in LMO Sections 16-5-102 and 16-5-103 respectively in order to establish the extent of site features such as parking spaces and stormwater retention areas. These are not "build to" lines but simply define the area in which structures and other development are allowed and separate development from adjacent streets and adjacent development. Separation serves to ensure protection from street traffic as well as provide adequate air circulation and light between structures. Projects that fill the buildable area with structures and paving will have a difficult time achieving Island Character. See pages 21-22 for additional information regarding categories of buffers.



Shade & Trees

7 Office Way has ample shading and is set 2 buildings back from main road





The Design Guide



COLOR

CONTEXT

The overall exterior color scheme must be selected to be harmonious with the neighborhood and blend with the natural surroundings of the site. Earth tones must be chosen as the predominant colors. Colors shall not be used to cause the structure to stand out from others or its background. Consideration must be given to the compatibility of colors with those existing in the vicinity. The size of the structure and the amount of shading it will receive are also factors in the selection of colors. Colors that may be approved on sites with good tree coverage providing adequate shading may not be approved on a site with inadequate shading.

HUE

Any accent colors shall be of analogous tints, shades, or tones that are low in intensity or brightness. Primary, secondary, and highly saturated, bright tertiary colors should be avoided. Accent colors may only be approved for very limited use where appropriate to highlight a feature of the design or provide visual interest. A small area of brighter color may be appropriate to emphasize an architectural detail but would not be approved for a larger area. The number of such colors shall be limited and must be compatible within the overall color scheme.

CONTRAST

Exterior color schemes must avoid placing together colors with values that are highly contrasting. Subtle levels of contrast are desirable to emphasize architectural elements or to provide visual interest. A slightly darker wall color on the bottom story of a two-story structure may help reduce the visual height of the building. The use of black, white or off-white is typically avoided and may be approved only for very limited use where a high level of contrast is warranted.





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6 Office Way : Our Neighbor



As you can see, our immediate neighbor has blue tones on 6 office way.

Additional Imagery of Surrounding Area

Understanding that you do not control residential, the residents seem to take no issue with understated – and even bold – blue shades.



Our Brand : Spinnaker Resorts

SPINNAKER RESORTS CONDENSED STYLE GUIDE

www.spinnakerresorts.com

SPINNAKER RESORTS MASTERBRAND

The Spinnaker Resorts Masterbrand (logo) is the cornerstone of the design system. The logo should be used only as an identification element, not a design element. The logo should never be altered or distorted in any manner.



LOGO COLOR PALETTE

The logo colors may be incorporated as small accents.



NAVY
PMS 2767
CMYK 100 / 78 / 0 / 54
RGB 19 / 41 / 75
HEX #13294B



LIGHT BLUE
PMS 2905
CMYK 41 / 2 / 0 / 0
RGB 140 / 210 / 244
HEX #8CD2F4



BURGUNDY
PMS 1815
CMYK 0 / 90 / 100 / 51
RGB 138 / 31 / 3
HEX #8A1F03

We are not requesting these bold blue tones, we are requesting subtle hints toward them.



Muted Color Selections

We looked at several muted swatches and even spoke to staff about our goals of incorporating a hint of blue into the gray to lean towards our brand without completely disregarding the standard set forth by the city.



Top color is to be top of building, middle color is bottom, and the light/last color would be the window frames.



Rendering : Color Selection A



Top – Sky High
Bottom – Favorite Jeans
Windows – Drift of Mist

Rendering : Color Selection B



Top – Sky High
Bottom – Poolhouse
Windows – North Star

Rendering : Color Selection C



Top – Sleepy Hollow
Bottom – Poolhouse
Windows – Drift of Mist

Request

► We understand that this is not a black & white issue, there is some gray area in the style guide which allows you to take a look at each set of circumstances. We ask that you consider the buildings in front of ours from the main road, the shade area, and the colors on our neighboring building.

► We humbly request that you give consideration to our exterior paint choices shown today. There are 3 options on the table, but our top choice would be A.



SW 9145
Sleepy Hollow

223-C2

SW 9147
Favorite Jeans

223-C4

SW 6246
North Star

225-C1

SW 6504
Sky High

272-C1

SW 7603
Poolhouse

280-C3

SW 9166
Drift of Mist

238-C2

SW 6504
Sky High

272-C1

SW 7603
Poolhouse

280-C3

SW 6246
North Star

225-C1

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.*

PROJECT NAME: Spinnaker Preview Center

DRB#: DRB-001559-2022

DATE: 06/15/2022

RECOMMENDATION: Approval Approval with Conditions Denial

RECOMMENDED CONDITIONS:

1. Staff suggest SW 6246 North Star on the top cornice and SW 7603 Poolhouse on the middle cornice.
2. Window frames to remain the same.

MISC COMMENTS/QUESTIONS

1. Staff supports the selection of SW 6246 North Star and SW 7603 Poolhouse, as in keeping with the Design Guide to be “earth tones”.
2. Staff does not support painting the window frames. The tinted glass and dark framing create a strong horizontal layering characteristic of this architectural style. Light colored window frames would disrupt these proportions.
3. Staff suggest SW 6246 North Star on the top cornice and SW 7603 Poolhouse on the middle cornice.

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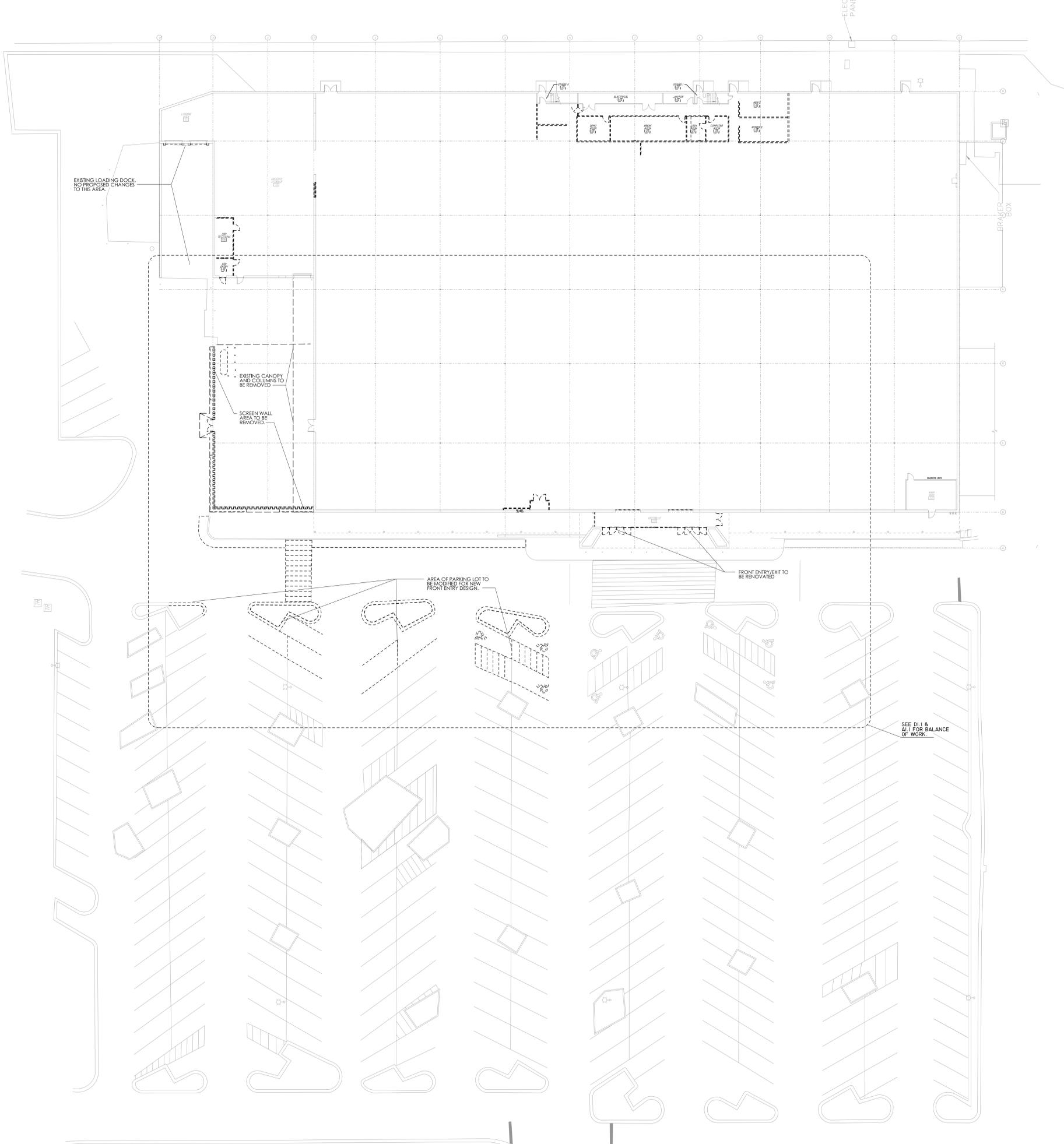
I further understand that in the event of a State of Emergency due to a Disaster, the review and approval times set forth in the Land Management Ordinance may be suspended.



 SIGNATURE William G Spencer, Architect/Agent

6-15-2022

 DATE



bai - ARCHITECTS
 978 Trinity Road • Raleigh, North Carolina 27607 • 919.859.7003 • 919.859.7121 • bai-architects.com
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EXISTING 70K STORE	
EXISTING SQUARE FOOTAGE	+/- 70,200
EXISTING PARKING:	288
- STANDARD PARKING:	279
- HC PARKING:	9
REQUIRED PARKING:	
- 15' SPACE / 500 sq. ft.:	141
- HC SPACES:	5
PROPOSED PARKING TOTAL:	282
- STANDARD PARKING:	273
- HC PARKING:	9

DATE	COMMENTS/REVISIONS	NO.
05/16/22	EXHIBIT PLAN APPROVED	
06/13/22	DRB SUBMITTED	

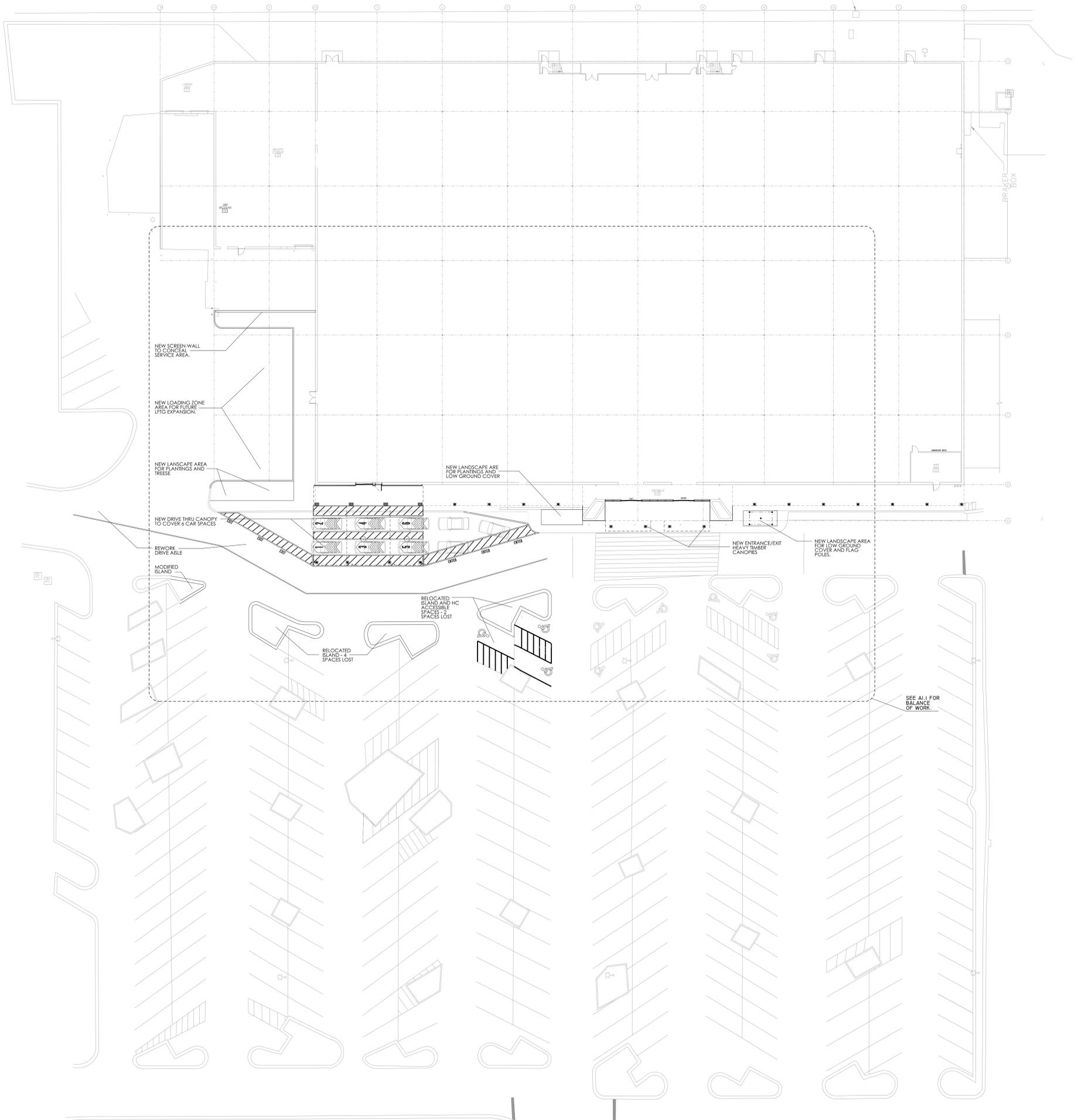
RENOVATION FOR
**STORE #284 IN
 HILTON HEAD**
 Port Royal Plaza
 45 Matthews Drive
 Hilton Head, SC 29926



D1.0
 LOWES FOODS
 ST. #284

**OVERALL SITE PLAN
 EXISTING CONDITIONS/DEMOLITION PLAN**
 PLAN ROTATED 90 DEG FROM VICINITY MAP
 SCALE: 1" = 20'-0"

ARCHITECTURAL LEGEND OF DRAWINGS	
D1.0	OVERALL EXISTING SITE PLAN
D1.1	ENLARGED SITE PLAN MODIFICATION AND EXISTING ELEVATIONS
A1.0	OVERALL NEW WORK SITE PLAN
A1.1	ENLARGED SITE PLAN MODIFICATIONS AND PROPOSED ELEVATIONS
A1.2	PARTIAL DEMO AND NEW WORK LANDSCAPE PLANS
A2.1	COLOR ELEVATION AND WALL SECTIONS



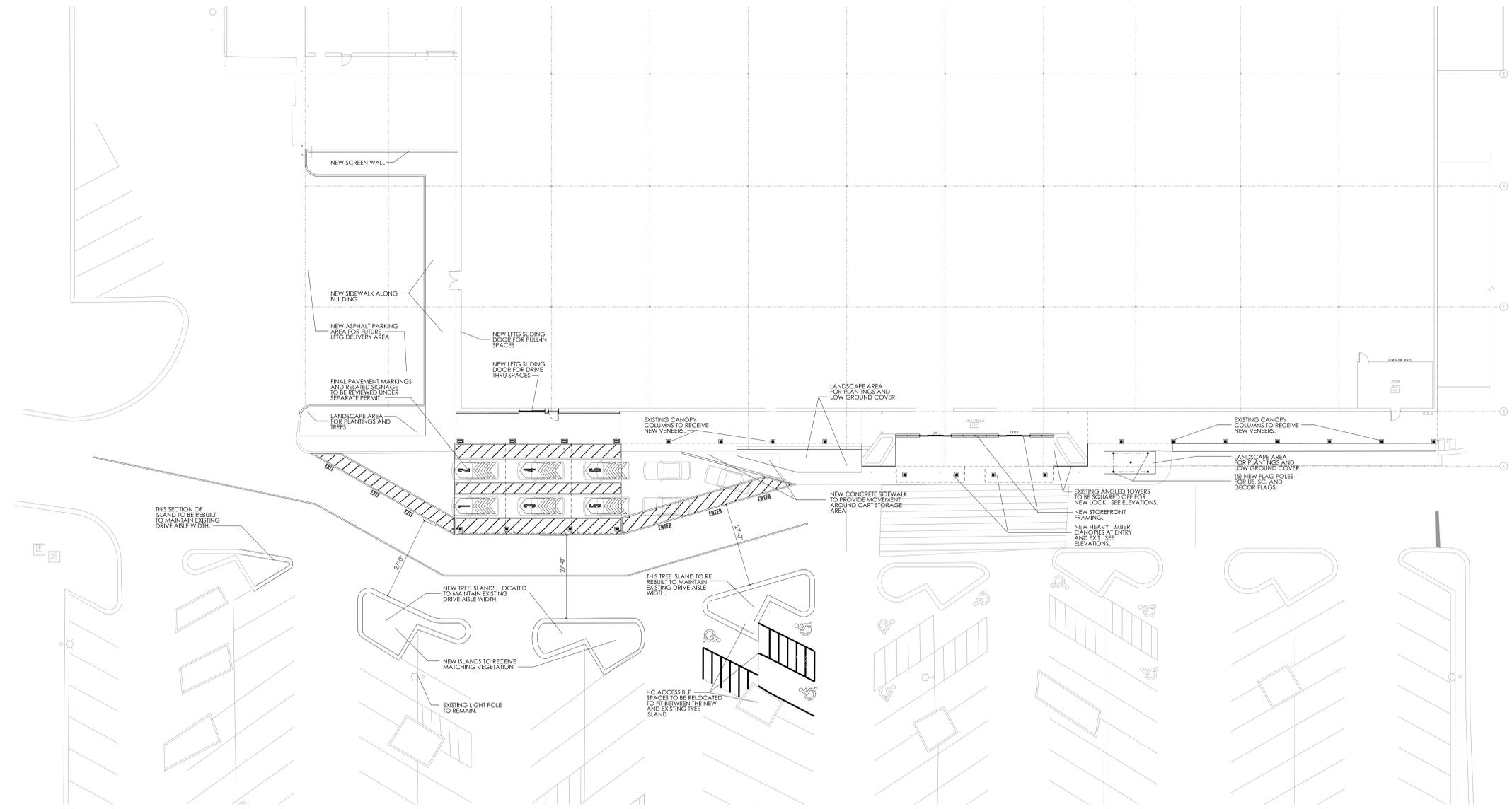
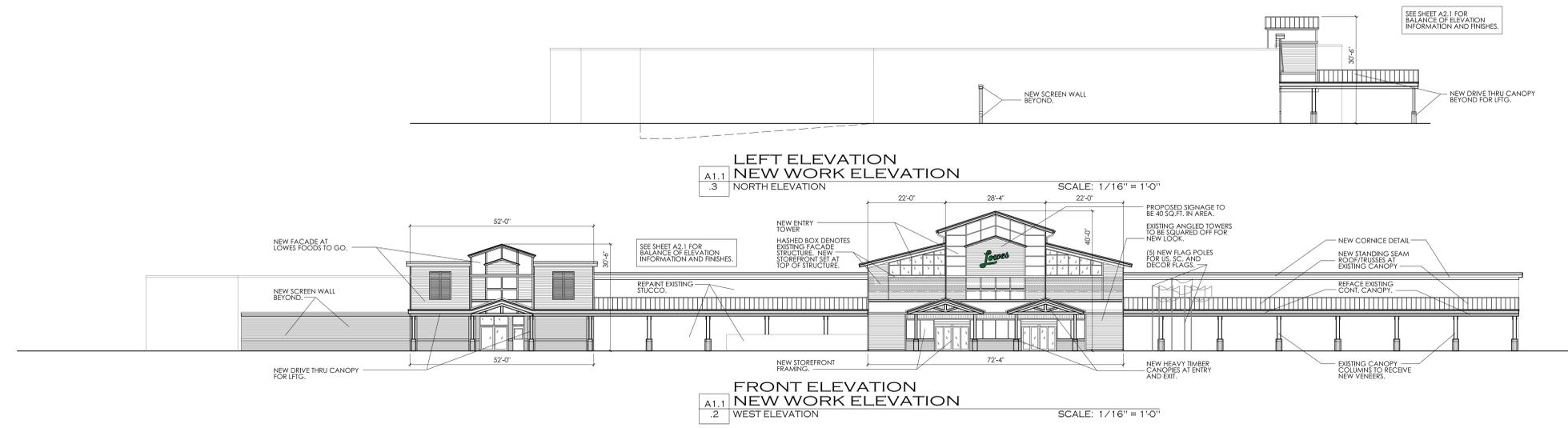
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DATE	COMMENTS/REVISIONS	NO.
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06/13/22	DRB SUBMITTED	

RENOVATION FOR
STORE #284 IN
HILTON HEAD
Port Royal Plaza
#5 Matthews Drive
Hilton Head, SC 29926



bai - ARCHITECTS
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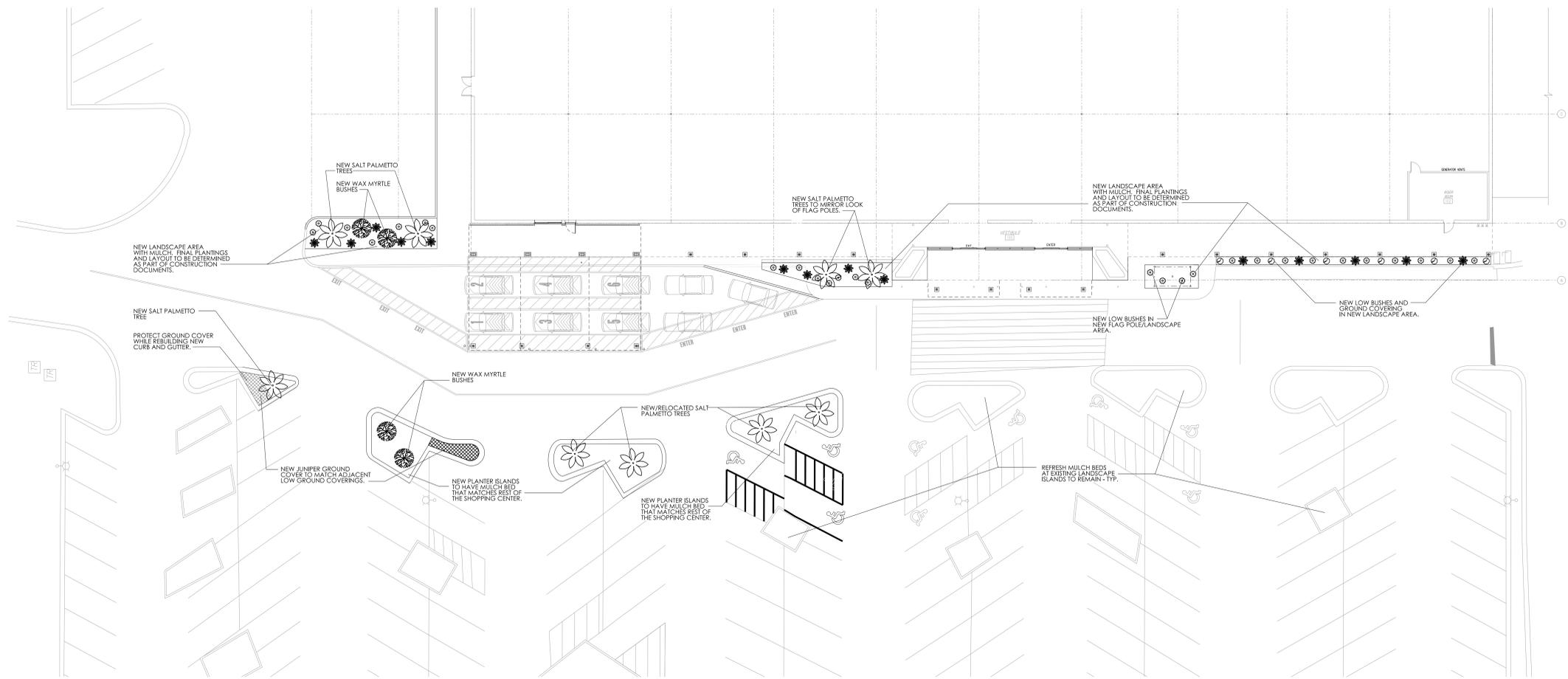


ENLARGED PARKING MODIFICATION - NEW WORK PLAN
SCALE: 1/16" = 1'-0"

DATE	COMMENTS/REVISIONS	NO.
05/16/22	FIXTURE PLAN APPROVED	
06/13/22	DRB SUBMITTED	

RENOVATION FOR
**STORE #284 IN
HILTON HEAD**
Port Royal Plaza
95 Matthews Drive
Hilton Head, SC 29926





A1.2 NEW WORK LANDSCAPE PLAN
 .2 PLAN ROTATED 90 DEG FROM VICINITY MAP SCALE: 1/16" = 1'-0"



A1.2 DEMOLITION LANDSCAPE PLAN
 .1 PLAN ROTATED 90 DEG FROM VICINITY MAP SCALE: 1/16" = 1'-0"



bai - ARCHITECTS

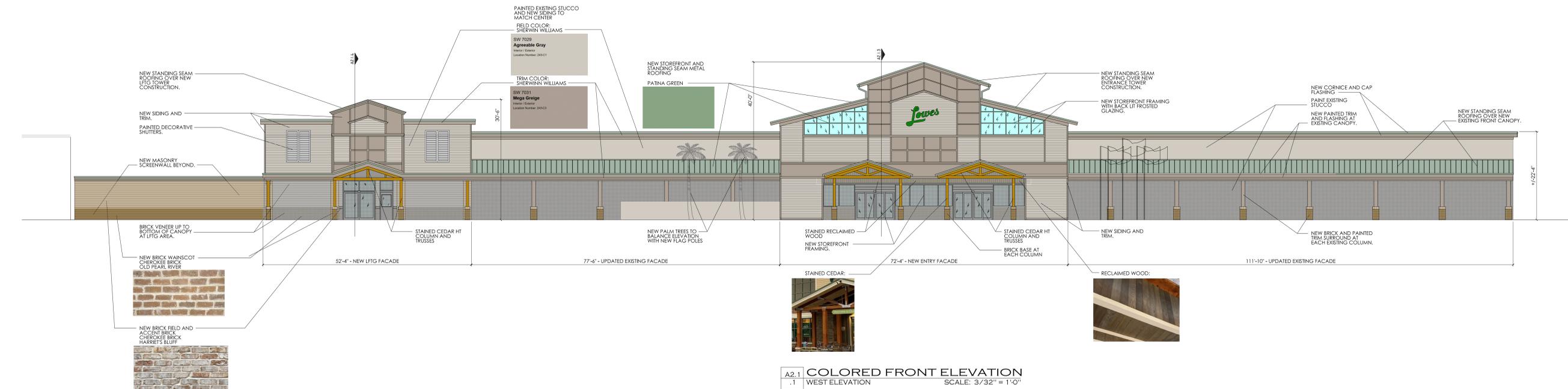
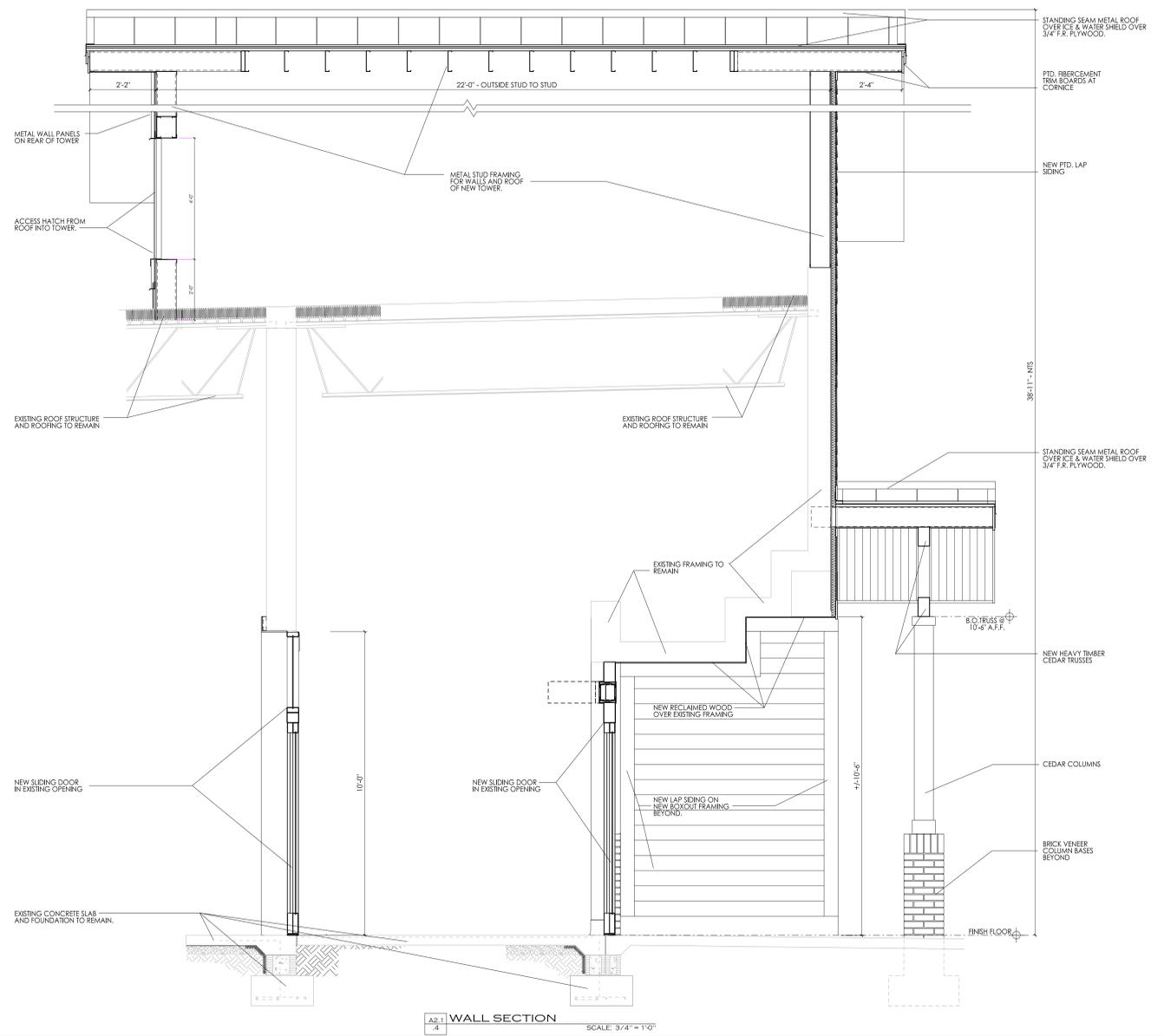
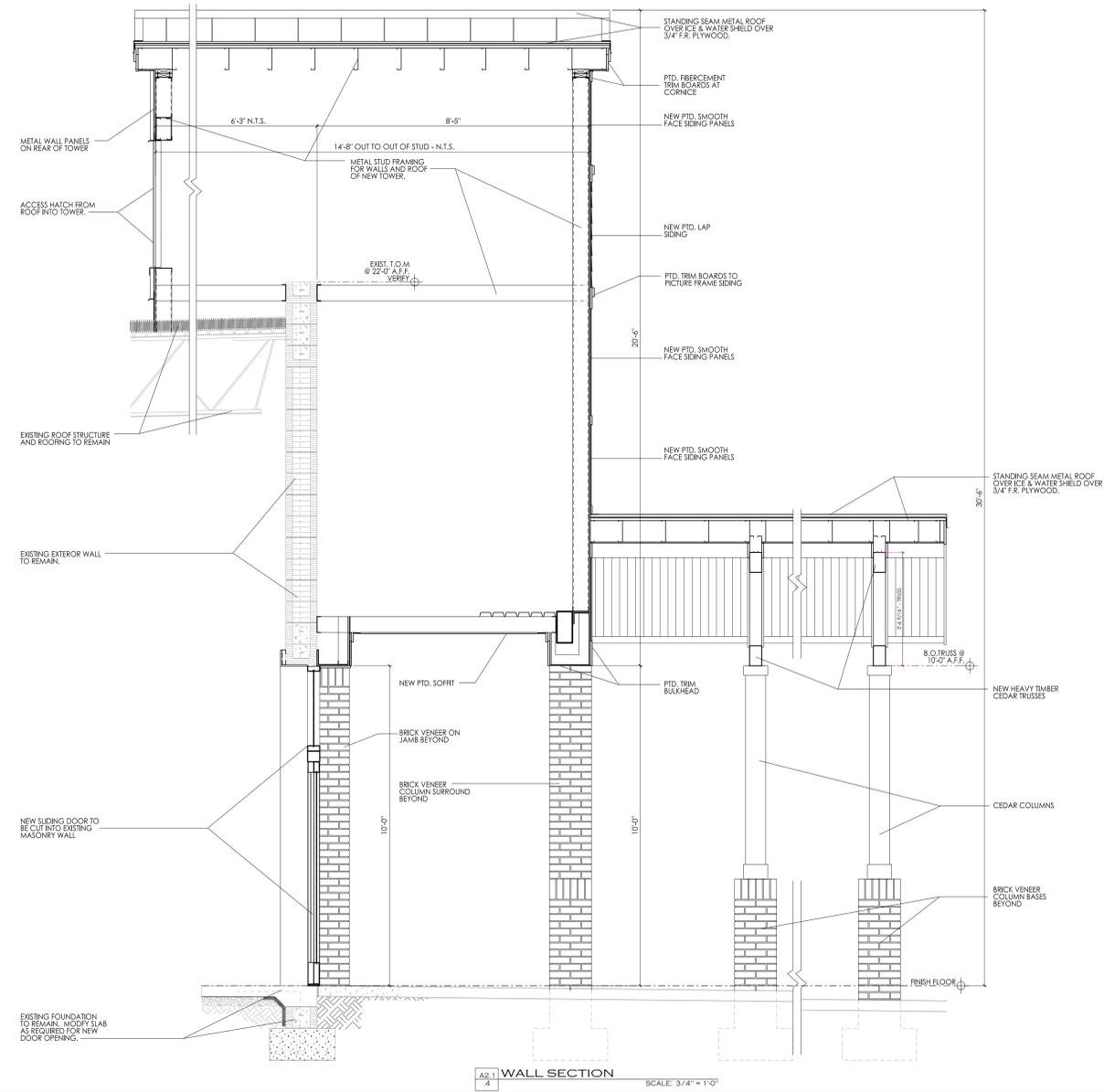
978 Trinity Road Raleigh, North Carolina 27607 - 919.859.7003 - 919.859.7121 - bai-architects.com
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DATE	COMMENTS/REVISIONS	NO.
05/16/22	FINAL PLAN APPROVED	
06/13/22	DRB SUBMITTED	

RENOVATION FOR
 STORE #284 IN
 HILTON HEAD
 Port Royal Plaza
 45 Matthews Drive
 Hilton Head, SC 29926



A1.2
 LOWES FOODS
 ST. #284





bai - ARCHITECTS

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DATE	COMMENTS/REVISIONS	NO.
05/16/22	EXHIBIT PLAN APPROVED	
06/13/22	DRB SUBMITTED	

RENOVATION FOR
**STORE #284 IN
 HILTON HEAD**
 Port Royal Plaza
 95 Matthews Drive
 Hilton Head, SC 29926



A2.1

LOWES FOODS
ST. #284

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.*

PROJECT NAME: Lowes Foods #284

DRB#: DRB-001572-2022

DATE: 06/15/2022

RECOMMENDATION: Approval Approval with Conditions Denial

RECOMMENDED CONDITIONS:

1. Create a landscape area on the right of the front entrance to mirror the landscape area on the left. Add large trees to frame the entrance.
2. Submit a revised landscape plan for Staff review and approval that includes quantities, species, and sizes.

ARCHITECTURAL DESIGN

DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Design is appropriate for its use	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Provide a curb where covered loading area extends into the parking lot to protect the columns and define the pickup area.

LANDSCAPE DESIGN

DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Provides overall order and continuity of the Landscape plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ol style="list-style-type: none"> 1. The landscape plan appears a little light on quantity given the scale of the building. 2. Shift the flag poles further to the right of the main entrance to accommodate a landscape area (mirror of left side) for canopy trees to breakup the mass of the building and frame the front entrance (palms are not adequate at

				<p>this scale). Staff suggests Live Oak, Holly or Drake Elm.</p>
--	--	--	--	--

<p><i>MISC COMMENTS/QUESTIONS</i></p>
--

- | |
|---|
| <p>1. This project requires a Minor Development Plan Review application for the site work. Please contact Nicole Dixon at nicoled@hiltonheadislandsc.gov or 843-341-4686 with any questions about this process.</p> |
| <p>2. This project requires a Building Permit. Please contact Tony Pierce at tonyp@hiltonheadislandsc.gov or 843-341-4675 with any questions about this permit.</p> |
| <p>3. The maximum height in this district is 45', F.Y.I.</p> |
| |
| |
| |



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
www.hiltonheadislandsc.gov

FOR OFFICIAL USE ONLY	
Date Received:	_____
Accepted by:	_____
DRB #:	_____
Meeting Date:	_____

Applicant/Agent Name: Joe DePauw Company: PDG Architects
 Mailing Address: PO Box 5010 City: Hilton Head Island State: SC Zip: 29938
 Telephone: 843-785-5171 Fax: _____ E-mail: joe@pdg-architects.com
 Project Name: Chaplin Townhomes Project Address: 592 William Hilton Parkway
 Parcel Number [PIN]: R 5 1 1 0 0 8 0 0 0 0 6 2 1 0 0 0 0
 Zoning District: MF - Marshfront Overlay District(s): COR

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

Digital Submissions may be accepted via e-mail by calling 843-341-4757.

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

Submittal Requirements for **All** projects:

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.

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"=30' 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

- _____ A final written narrative describing how the project conforms with the conceptual approval and design review guidelines of Sec. 16-3-106.F.3.
- _____ 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"=1'-0" minimum scale) showing exterior building materials and colors with architectural sections and details to adequately describe the project.
- _____ 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.
- _____ 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"=30' 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 (1"=30' 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. YES NO

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 Management Ordinance may be suspended.

SIGNATURE

6-8-22

DATE

June 10, 2022

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



re: Chaplin Townhomes
592 William Hilton Parkway
R511 008 000 0621 0000

Project Narrative

We are proposing the development of a multi-family triplex on a mixed-use development. The land is a generational property and is being developed for the future generations. The project includes construction of a pool area to be shared by tenants. The design was developed using a repeating pattern of 3-story main masses separated by 2-story intermediate separating elements to avoid a long unbroken facade. Primary materials are stucco, lap siding and asphalt shingles accented with shutters and trim elements. Colors have been selected to accentuate these elements and to be nature blending.

SITE IMAGERY



CHAPLIN TOWNHOMES
592 WILLIAM HILTON PARKWAY
HILTON HEAD ISLAND, SOUTH CAROLINA



592 William Hilton Parkway



588 William Hilton Parkway



Entrance to wooded site
(existing home in background)



603 William Hilton Parkway



578 & 576 William Hilton Parkway



3 Bradley Beach Rd.



609 William Hilton Parkway

SHINGLE ROOF

WEATHERED WOOD
GAF TIMBERLINE HDZ



TRIM

SW 6202 CAST IRON
SHERWIN WILLIAMS



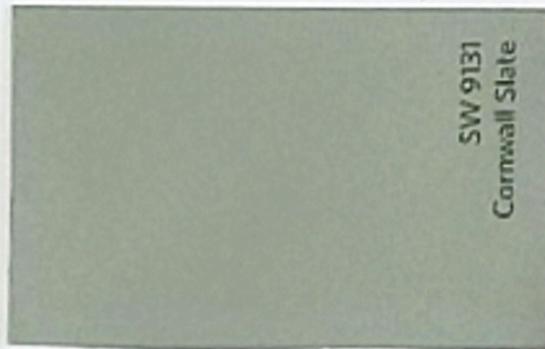
WINDOWS

BRONZE
SIERRA PACIFIC



LAP SIDING

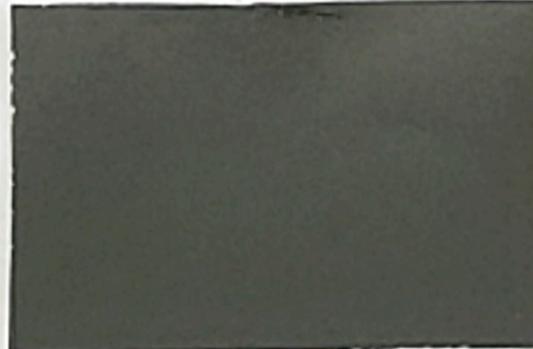
SW 9131 CORNWALL SLATE
SHERWIN WILLIAMS



SW 9131
Cornwall Slate

SHUTTERS

SW 7048 URBANE BRONZE
SHERWIN WILLIAMS



STUCCO VENEER

PWETER 10403
PAREX



Proposed Exterior Materials & Colors

CHAPLIN TOWNHOMES

592 William Hilton Parkway, Hilton Head Island, SC 29928

6/8/2022

CONCEPTUAL SITE PLAN



BUFFER SUMMARY							
BUFFER SECTION	OVERSTORY REQUIRED	EXISTING OVERSTORY	OVERSTORY PROVIDED	UNDERSTORY REQUIRED	UNDERSTORY PROVIDED	SHRUBS REQUIRED	SHRUBS PROVIDED
WILLIAM HILTON PARKWAY BUFFER (TYPE E - OPTION 2, 35' WIDE)							
SEC. 1 (100 LF)	5	15	0	7	7	25	25
SEC. 2 (100 LF)	5	1	4	7	7	25	25
SEC. 3 (55 LF)	3	0	3	4	4	14	14
NORTH PROPERTY LINE BUFFER (TYPE A - OPTION 2, 10' WIDE)							
SEC. 1 (55 LF)	1	0	1	2	2	6	6
SEC. 2 (40 LF)	1	0	1	2	2	4	4
SEC. 3 (105 LF)	2	0	2	4	4	11	11
WEST PROPERTY LINE BUFFER (TYPE B - OPTION 2, 15' WIDE)							
SEC. 1 (100 LF)	4	0	4	8	8	12	12
SEC. 2 (100 LF)	4	1	3	8	8	12	12
SEC. 3 (40 LF)	2	1	1	3	3	5	5
SOUTH PROPERTY LINE BUFFER (TYPE A - OPTION 2, 10' WIDE)							
SEC. 1 (100 LF)	2	3	0	4	4	10	10
SEC. 2 (100 LF)	2	4	0	4	3+1 EX.	10	10
SEC. 3 (30 LF)	1	2	0	1	1	3	3

*SECTIONS START COUNTER CLOCKWISE FROM SOUTHEASTERN CORNER OF PROPERTY.

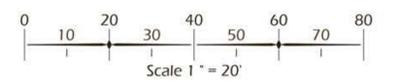
TREE MITIGATION REQUIREMENTS:

TOTAL SITE AREA 1.5 AC.
 MAX IMPERVIOUS AREA (60%) 0.9 AC.
 PERVIOUS AREA REMAINING 0.6 AC.

(900 ACI PER ACRE) **540 ACI MINIMUM**

Species Abbrev.	Post-Development ACI									
	CAT. I		CAT. II		CAT. III					
Galiper Inches	LO	LA	PCN	WOK	PLM	PN				
6	9		22	8		17				
7				9						
8				12						
9				31						
10				36						
11				36						
12										
13										
14										
15										
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23										
24										
25										
26										
27										
28										
29										
30										
40										
40										
85										
Species Totals	732	9	0	30	132	0	0	0	17	
Subtotals	CAT. I 741		CAT. II 162		CAT. III 17					
Tree Value Factor	1		0.75		0.5					
Category ACI	741		121.5		8.5					
	TOTAL ACI						871			

NO MITIGATION REQUIRED



CHAPLIN TOWNHOMES

592 WILLIAM HILTON PARKWAY
 HILTON HEAD ISLAND, SOUTH CAROLINA

JUN. 14, 2022

PROJECT NO.: XXXXX.XX
 Witmer Jones Keefer Ltd. / 23 Promenade St., Suite 201, Bluffton, SC. 29910 / ph: (843) 757.7411 / www.wjkltd.com

© 2022 WJK LTD.
 PLAN IS CONCEPTUAL IN NATURE
 AND IS SUBJECT TO CHANGE.
 THIS SHEET TO SCALE AT: 24"X36"





CHAPLIN TOWNHOMES

592 William Hilton Parkway, Hilton Head Island, SC 29928

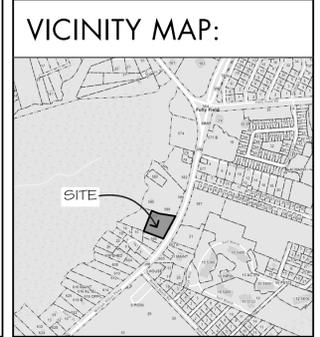
INDEX OF DRAWINGS:	
TITLE & CODE SUMMARY CO COVER SHEET	6/9/22 DRG REVIEW
LAND PLANNING & LANDSCAPE SUBMITTED UNDER SEPARATE COVER	
ARCHITECTURE	
A101 FIRST FLOOR PLAN	
A102 SECOND FLOOR PLAN	
A103 THIRD FLOOR PLAN	
A104 ROOF PLAN	
A201 ELEVATIONS	
A202 ELEVATIONS	

PROJECT TEAM:

ARCHITECT:
 PARKER DESIGN GROUP | ARCHITECTS
 PO BOX 5010
 HILTON HEAD ISLAND, SC 29938
 (843) 785-5171

LANDPLANNING:
 WITMER JONES KEEFER, LTD.
 23 PROMENADE ST.
 SUITE 201
 BLUFFTON, SC 29910
 (843) 757-7411

CIVIL ENGINEERING:
 KEY ENGINEERING
 PO BOX 2569
 BLUFFTON, SC 29910
 (843) 227-3031



CODE SUMMARY:

BUILDING CODES

INTERNATIONAL RESIDENTIAL CODE:	2018
INTERNATIONAL FIRE CODE:	2018
INTERNATIONAL FUEL GAS CODE:	2018
INTERNATIONAL ENERGY CONSERVATION CODE:	2009
NATIONAL ELECTRICAL CODE:	2017 (NFPA 70)

(ALL CODES WITH SC MODIFICATIONS)

DESCRIPTION OF WORK:
 CONSTRUCTION OF A TRI-PLEX TOWNHOME BUILDING.

CONSTRUCTION:
 CONSTRUCTION IS A CONCRETE SLAB-ON-GRADE WITH WOOD BEARING WALL CONSTRUCTION, WOOD-FRAMED FLOOR SYSTEM & ROOF, STUCCO AND CEMENT BOARD SIDING WITH ASPHALT SHINGLES.

OCCUPANCY CLASSIFICATION: RESIDENTIAL (R-2)
CONSTRUCTION: TYPE V-B
SPRINKLERED/NON: AUTO. SPRINKLER SYSTEM PROVIDED
IBC 8903.3.1.1 (NFPA 13)

FIRE PARTITIONS BETWEEN DWELLING UNITS:
 PER IBC 708.3, EXCEPTION 2: DWELLING UNIT SEPARATIONS IN BUILDINGS OF TYPE VB CONSTRUCTION SHALL HAVE FIRE-RESISTANCE RATINGS OF NOT LESS THAN 1/2 HOUR IN BUILDINGS EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM IN ACCORDANCE WITH SECTION 903.3.1.1.

BUILDING AREA:

CONDITIONED / UNIT	690 SQ. FT.
FIRST FLOOR:	1,130 SQ. FT.
SECOND FLOOR:	800 SQ. FT.
THIRD FLOOR:	800 SQ. FT.
TOTAL UNIT:	2,720 SQ. FT.

UN-CONDITIONED / UNIT

FIRST FLOOR:	700 SQ. FT.
SECOND FLOOR:	250 SQ. FT.
THIRD FLOOR:	950 SQ. FT.
TOTAL UNIT:	950 SQ. FT.

ENTIRE STRUCTURE (3 UNITS)

CONDITIONED AREA:	3,160 SQ. FT.
UN-CONDITIONED AREA:	2,850 SQ. FT.
TOTAL FLOOR AREA:	11,010 SQ. FT.

TRAVEL DISTANCE
 EXIT ACCESS DESIGN REQUIREMENTS PER ASSEMBLY (A-2), SPRINKLERED

EXIT ACCESS TRAVEL DISTANCE (IBC TABLE 1017.2):	ALLOWABLE	ACTUAL
MAX. OCC. LOAD OF SPACE W/ SINGLE EXIT (IBC 1006.2.1):	250'-0"	20'
MAX. COMMON PATH OF EGRESS (IBC 1006.2.1):	125'-0"	50'-0"
DEAD END CORRIDOR (IBC 1020.4):	50'-0"	

ALLOWABLE HEIGHT & AREA
 (PER IBC TABLES 504.3, 504.4, & 506.2)

HEIGHT:	ALLOWABLE	ACTUAL
STORIES:	90 FT.	3 STORIES
AREA:	3 STORIES	11,010 SQ. FT.
	21,000 SQ. FT.	

FIRE-RESISTANCE RATING REQUIREMENTS FOR BUILDING ELEMENTS

IBC TABLE	TYPE	TYPE V-B
601	B	B
PRIMARY STRUCTURAL FRAME	0	0
BEARING WALLS	0	0
EXTERIOR	0	0
INTERIOR	0	0
NON-BEARING WALL & PARTITIONS	0	0
EXTERIOR	0	0
INTERIOR	0	0
FLOOR CONSTRUCTION & ASSOCIATED SECONDARY MEMBERS	0	0
ROOF CONSTRUCTION & ASSOCIATED SECONDARY MEMBERS	0	0

c. IN ALL OCCUPANCIES, HEAVY TIMBER COMPLYING WITH SECTION 2304.1.1 SHALL BE ALLOWED WHERE A 1-HOUR OR LESS FIRE-RESISTANCE RATING IS REQUIRED.

INTERIOR WALL & CEILING FINISH REQUIREMENTS BY OCCUPANCY

IBC TABLE 903.1.3	SPRINKLERED			
	GROUP	INTERIOR EXIT STAIRWAYS AND RAMP AND EXIT PASSAGEWAYS	CORRIDORS AND ENCLOSURE FOR EXIT ACCESS STAIRWAYS AND RAMP	ROOMS AND ENCLOSED SPACES
R-2	C	C	C	C

CLASS A = FLAME SPREAD INDEX 0-25; SMOKE DEVELOPED INDEX 0-450
 CLASS B = FLAME SPREAD INDEX 26-75; SMOKE DEVELOPED INDEX 0-450
 CLASS C = FLAME SPREAD INDEX 76-200; SMOKE DEVELOPED INDEX 0-450

REVISIONS

PROJECT CONTACT
 JD
DATE OF ISSUE:
 6/9/2022
JOB NO.
 2210
SHEET



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CHAPLIN TOWNHOMES
 592 William Hilton Parkway
 Hilton Head Island, SC 29928

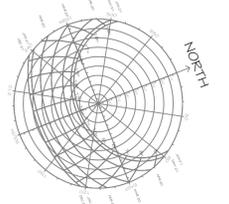
REVIEW SET
 NOT FOR PRICING OR CONSTRUCTION

REVISIONS

PROJECT CONTACT
 JD
 DATE OF ISSUE
 6/9/2022
 JOB NO.
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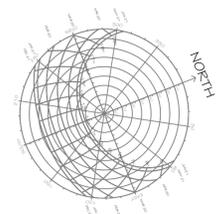
FIRST FLOOR PLAN
A101

1
A101 FIRST FLOOR PLAN
 SCALE: 1/4" = 1'-0"





1 SECOND FLOOR PLAN
 A102 SCALE: 1/4" = 1'-0"



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CHAPLIN TOWNHOMES
 592 William Hilton Parkway
 Hilton Head Island, SC 29928

REVIEW SET
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REVISIONS

PROJECT CONTACT
 JD
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 6/9/2022
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 2210
 SHEET

SECOND FLOOR PLAN
A102



1 FRONT ELEVATION
SCALE: 1/4" = 1'-0"



2 RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

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REVISIONS

NO.	DATE	DESCRIPTION

PROJECT CONTACT
JD
DATE OF ISSUE
6/9/2022
JOB NO.
2210
SHEET

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.*

PROJECT NAME: Chaplin Townhomes

DRB#: DRB-001557-2022

DATE: 06/15/2022

RECOMMENDATION: Approval Approval with Conditions Denial

RECOMMENDED CONDITIONS:

All Staff comments listed below.

<i>ARCHITECTURAL DESIGN</i>				
DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Structure is designed to be appropriate to the neighborhood	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Consider mirroring the far-left unit to create a gables end on the left elevation similar to the right elevation. This could also eliminate the repetition on the front elevation.
Promotes pedestrian scale and circulation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Provide separate pedestrian / bike connection to the sidewalk and any future path.
Design is unobtrusive and set into the natural environment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Site design does not respond to the site analysis.
All facades have equal design characteristics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Left façade has no relief.
Avoids monotonous planes or unrelieved repetition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Consider relief of repetition in front façade.

<i>LANDSCAPE DESIGN</i>				
DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Treats the Landscape as a major element of the project	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Only buffer plantings are shown. (Note: planting plan is not required at conceptual.)

Preserves a variety of existing native trees and shrubs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Site plan does not respond to site analysis.
A variety of species is selected for texture and color	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	It appears redbud are being considered in the buffer. This species tends to have open and loose growth not compatible with buffer intent. Consider replacing with an evergreen species.

NATURAL RESOURCE PROTECTION

DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
An effort has been made to preserve existing trees and under story plants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Significant and Specimen trees require BZA approval for removal. In the absence of any information about the health of these trees it appears several are removed, and site planning does not adequately preserve or protect those remaining. Additionally, the plans submitted at PreApp require removal other Significant and Specimen trees.

MISC COMMENTS/QUESTIONS

1. This project requires a Major Development Plan Review application for the site work. Please contact Nicole Dixon at nicoled@hiltonheadislandsc.gov or a843-341-4686 with any questions about this process.
2. This project requires a Building Permit. Please contact Tony Pierce at tonyp@hiltonheadislandsc.gov or 843-341-4675 with any questions about this permit.
3. Please include placeholders for the future development on this site per the Pre-Application submittal. Better planning decisions are made when the extent of the development is known.
4. Site plan should respond to site analysis, specifically the existing significant and specimen trees.
5. A row of three townhouses seems out of place in this location. Consider changes to the architecture so it reads as one building.