



Town of Hilton Head Island
Design Review Board
Tuesday, June 25, 2019 at 1:15 p.m.
Benjamin M. Racusin Council Chambers

MEETING MINUTES

Present from the Board: Chairman Dale Strecker, Vice Chairman Michael Gentemann, Brian Witmer, Kyle Theodore, Cathy Foss

Absent from the Board: Debbie Remke (excused)

Present from Town Council: None

Present from Town Staff: Chris Darnell, Urban Designer; Shea Farrar, Landscape Associate; Josh Gruber, Assistant Town Manager; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Chairman Strecker called the meeting to order at 1:15 p.m.

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

3. Presentation of the Town's Crystal Award to Board Member Kyle Theodore
Josh Gruber, Assistant Town Manager, presented the award. Mr. Gruber expressed appreciation to Ms. Theodore for her service to the community on behalf of the Town.

4. Roll Call – See as noted above.

5. Approval of Agenda

The Board approved the agenda by general consent.

6. Approval of Minutes – Meeting of June 11, 2019

Ms. Theodore moved to approve the minutes of June 11, 2019 regular meeting as submitted. Ms. Foss seconded. The motion passed unanimously.

7. New Business – None

8. Appearance by Citizens – None

9. Board Business

a. Consideration of recommendations to the LMO Committee regarding changes to the size of signs

Mr. Darnell stated the LMO Committee desires the Board's direction and input pertaining to changes to the size of signs. Mr. Darnell, Ms. Farrar, and the Board discussed the item at length. Upon the conclusion of the discussion, the Board recommended the following:

- Reduce the maximum allowed size for commercial/institutional/industrial sign structure to 8' height and 12' length.
- Base sign height limit on average finished grade to eliminate construction of signs on berms.
- Reduce the allowed commercial sign face by at least 20% in the categories 40,000 – 100,000 and > 100,000 (LMO Table 16-5-114.F: Freestanding Sign Standards).
- Reduce the total number of signs allowed (suggest to allow one per street but concern about larger developments).
- Reduce the total number of sign faces allowed to 3.
- Consider limiting sign size based on the road hierarchy.
- Consider allowing for modifications to existing nonconforming commercial signs.
- Request that changes come back to the DRB for review.

b. Election of Officers for term July 1, 2019 – June 30, 2020

Ms. Theodore made a motion to appoint Teresa Haley to serve as Secretary for the new term. Ms. Foss seconded. The motion passed unanimously.

Ms. Foss made a motion to nominate/elect Dale Strecker to serve as Chairman for the new term. Ms. Theodore seconded. There were no additional nominations for the office of Chairman. The motion to elect Mr. Strecker as Chairman passed unanimously.

Ms. Theodore made a motion to nominate/elect Michael Gentemann to serve as Vice Chairman for the new term. Ms. Foss seconded. There were no additional nominations for the office of Vice Chairman. The motion to elect Mr. Gentemann as Vice Chairman passed with a vote of unanimously.

10. Staff Report

- a.** Minor Corridor Report – Mr. Darnell reported the Minor Corridor approvals since the last Board meeting.

11. Adjournment

The meeting was adjourned at 2:26 p.m.

Submitted by: Teresa Haley, Secretary

Approved: July 16, 2019