



Town of Hilton Head Island  
**Design Review Board Meeting**  
March 23, 2021 at 1:15 p.m. Virtual Meeting  
**MEETING MINUTES**

**Present from the Board:** Chairman Michael Gentemann, Vice Chair Cathy Foss, David McAllister, Judd Carstens, Annette Lippert, Debbie Remke, John Moleski

**Absent from the Board:** None

**Present from Town Council:** David Ames, Tom Lennox, Glenn Stanford

**Present from Town Staff:** Chris Darnell, Urban Designer; Teri Lewis, Deputy Community Development Director; Nicole Dixon, Development Review Administrator; Teresa Haley, Senior Administrative Assistant; Vicki Pfannenschmidt, Temporary Administrative Assistant

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**1. Call to Order**

Chairman Gentemann 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**

Chairman Gentemann asked if staff had any changes to the agenda. Mr. Darnell requested a change in the order of the agenda as the representatives of Tropical Smoothie may be late. Ms. Lippert moved to approve the agenda with the request of a change in order of presentation, if needed. Mr. McAllister seconded. By way of roll call, the motion passed with a vote of 7-0-0.

**5. Approval of Minutes**

**a. Meeting of March 9, 2021**

Chairman Gentemann asked for a motion to approve the minutes of the March 9, 2021 regular meeting. Vice Chair Foss moved to approve. Ms. Remke seconded. By way of roll call, the motion was approved by a vote of 7-0-0.

**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 of record for this meeting. Citizens were provided the option to sign up for public comment participation during the meeting by phone. There were no requests to participate by phone.

## 7. New Business

### a. Alteration/Addition

#### i. Capital Drive Storage Building, DRB-000408-2021

Mr. Darnell presented the application as described in the Board's agenda package. He noted this application for alteration to DRB approved permit 2039-2015. Mr. Darnell explained these plans were approved prior to hurricane Matthew with construction delayed due to clean-up/repairs from the two hurricanes. He said because the building is not visible behind the Marshland Road buffer the applicant is requesting that the stucco finished water table on the building be waived and the cinder blocks be painted the same color as the siding or trim of the building. Mr. Darnell stated staff recommends the original DRB approval be upheld and for that reason recommends denial.

Chairman Gentemann asked if the applicant was present and would like to add to Staff's narrative. The applicant was sent an invitation via email to participate and was not present at the meeting. The Board discussed the application and the following concerns and recommendations were discussed: the possibility of altering the finish of the cinder blocks to a smooth finish; use of plant material for cover; and the need to support the previous board decision.

After discussion, Chairman Gentemann moved to deny Capital Drive Storage Building, DRB-000408-2021. Ms. Lippert seconded. By way of roll call, the motion passed by a vote of 7-0-0.

#### ii. Tropical Smoothie, DRB-000516-2021

Mr. Darnell presented the application as described in the Board's agenda package. Mr. Darnell stated the applicant is proposing alteration of the windows at a unit in the Village at Wexford shopping center. He explained the shopping center is made up of a variety of buildings set at different angles in relation to each other and all materials and colors will match the existing. Mr. Darnell noted staff suggests that the proposed window or windows placement align with second story window to honor that relationship and with that Staff recommends denial of the proposed changes as submitted.

Chairman Gentemann 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 applicant discussed the application at length and the following concerns and recommendations were discussed: symmetry of windows; courtyard modifications; the need for an amount of space on right and left side of building; details about the hydraulic lift window; potential of a service window; size and number of mullions in the large window; possibility of awnings; the need for staff approval for courtyard changes.

Chairman Gentemann moved to approve Tropical Smoothie, DRB-000516-2021 with the following conditions:

1. The stucco width on the left and the right side are to match.
2. The tilted overhead window should be resized accordingly and should appear as if it were double the size of the kitchen window.
3. Any changes to the courtyard need to be submitted for Staff approval.

4. The tilted overhead window will not have horizontal mullions and should match the adjacent windows.
5. Any sill/counter material should be submitted for Staff approval and be within character of the Shopping Center.

Vice Chair Foss seconded. By way of roll call, the motion passed by a vote of 7-0-0.

**b. New Development – Conceptual**

**i. Palmetto Coastal Commercial, DRB-000573-2021**

*(Due to a potential conflict of interest, Mr. McAllister recused himself from discussion and voting regarding the Palmetto Coastal Commercial, DRB-000573-2021. The required Potential Conflict of Interest form has been completed and made part of the official record.)*

Mr. Darnell presented the application as described in the Board's agenda package. He explained Palmetto Coastal Landscaping is proposing to develop a 1.58 acre parcel located at 161 Dillon Road. He noted the parcel is currently undeveloped and zoned Light Industrial and is within the Airport Overlay District. Mr. Darnell stated the project includes a two-story building consisting of offices, meeting rooms, garage, workshop and storage. He said there would be a paved, outdoor storage area for landscaping materials and fuel tanks required by the business. He said there will be a 7-foot high perimeter, chain link security fence with mesh screen and gates are proposed on all four sides of the property. Mr. Darnell stated that the general direction of this development is appropriate for Conceptual Approval and is recommended for such, but Staff suggest the material selection be reviewed in relation to the requirements in keeping with the Design Guide.

Chairman Gentemann 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 applicant discussed the application at length and the following concerns and recommendations were discussed: the layout of the building; type of material on side of building; use of shutters on the building; reducing the amount of metal siding; raising the water table to the window sill level; possibility of a pre-manufactured building as opposed to stick built; recommendation of hardy board and batten; use of wood chips as opposed to shredded mulch to protect specimen trees; fencing and mesh colors and materials; use of chain link fencing for sides and back; use of wood fencing in the front; elevation of the building; consistency in roof overhangs; landscape screening; and the review of color samples for building noting that black and white will not be approved.

After discussion, Vice Chair Foss moved to approve Palmetto Coastal Commercial, DRB-000573-2021 with the following conditions:

1. Use of natural materials in accordance with our Island character.
2. No black or white colors.
3. Front fencing should be wood and back and side fencing can be chain link with mesh in either brown or green.
4. Additional landscaping is required around the front left corner oak.
5. Add screening with additional shrub material at the northwest corner.

Ms. Lippert seconded. By way of roll call, the motion passed by a vote of 6-0-0. (Mr. McAllister recused.)

**c. *New Development – Final***

**i. Quarterdeck Restaurant, DRB-000575-2021**

Mr. Darnell presented the application as described in the Board's agenda package. He said this project received conceptual approval at the February 23, 2021 DRB meeting and is seeking Final Approval today. He explained the architecture of the proposed building addresses its coastal setting with details like columned porches, tabby-finished stucco, shingle and clapboard siding, and eaves with exposed rafter tails. Mr. Darnell noted the design of Quarterdeck also takes cues from Harbour Town Links Clubhouse, especially at its south facade. He said Staff recommends approval with the following items submitted for review and approval by Staff:

1. Select alternate to "White Sand" that coordinates with the darker tones in the oystershell.
2. Select a canvas color that is less white.
3. Provide a detail of the screen wall behind the outdoor bar.
4. Change the shrubs around the dumpster enclosure to a taller evergreen shrub.

Chairman Gentemann 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 applicant discussed the application at length and the following concerns and recommendations were discussed: details on the motorized retractable shade; service yard elements and design; barn door features and aesthetics; façade color; the need to make railing style consistent; color for railing; bracket dimensions and details; canvas color of white needs revised; light fixtures; use of appropriate plantings in areas; and planter colors coordinating with the façade of the building.

After discussion, Ms. Lippert moved for approval of Quarterdeck Restaurant, DRB-000575-2021 with the following conditions:

1. That all these comments relate to the drawings received on March 19, 2021.
2. Provide a detail for the motorized retractable shade detail on A4.14.
3. Provide the color of the steel doors that have been noted to be whiter than white sand.
4. Study and revise the service yard to soften the corner.
5. Provide a cornice detail on the service yard screen to match the cornice above the barn door.
6. Confirm that in the closed position of the barn door there are panels behind it.
7. Provide an additional color for the façade, which is darker than the white sand, and clarify where the white sand will be used and where the darker color will be used.
8. Update details 1 thru 4 on A4.31 and provide additional bracket details as needed and clarify where they are located.
9. The canvas color is too white as proposed and shall be revised.
10. No handrails shall be black. The recommendation is to go to a dark bronze.
11. L101, the handrail around the lighthouse shall be consistent.
12. L101, the area south of the kiosk and north of the new relocating anchor shall have wall treatment W1 because of the elevation drop.
13. LD100, provide the cut sheet for light fixture VA

14. L5.01 Remove the sunflower, switch grass and muhly from the planting area underneath the oaks and substitute in the liriope and holly fern as in adjacent areas. The DRB is concerned this area is too shady for those species.

15. Planter pot selections should coordinate with the building façade and colors.

16. Any changes of the color scheme during the Sea Pines ARB review and approval process are subject to final review and approval by Hilton Head Island Design Review Board.

17. The requested additional details and changes shall be reviewed by staff, one landscape architect DRB Board Member and one architect DRB Board Member.

Vice Chair Foss seconded. By way of roll call, the motion passed by a vote of 7-0-0.

**8. Board Business - None**

**9. Staff Report**

- a. Minor Corridor Report - Mr. Darnell reported the following minor DRB approvals since the last meeting of the Board: 46 Greenwood Drive, enclosed the kiosk at the gatehouse; 112 Arrow Road replaced and enlarged an existing deck; and 299 William Hilton Parkway, awning added over the entry door.

**10. Adjournment**

The meeting was adjourned at 4:11 p.m.

**Submitted by:** Vicki Pfannenschmidt, Secretary

**Approved:** April 27, 2021