



Town of Hilton Head Island  
**Design Review Board Special Meeting**  
January 12, 2022, at 1:30 p.m. Virtual Meeting  
**MEETING MINUTES**

**Present from the Board:** Chair Cathy Foss, Vice Chairman John Moleski, Annette Lippert, Judd Carstens, Ryan Bassett, Ben Brown

**Absent from the Board:** None

**Present from Town Council:** Tamara Becker, David Ames

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

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**1. Call to Order**

Chair Foss called the meeting to order at 1:30 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. There being none, Mr. Brown moved to approve. Mr. Carstens seconded. By show of hands, the motion passed 6-0-0.

**5. Approval of Minutes**

a. Meeting of December 14, 2021

Chair Foss asked for a motion to approve the minutes of the December 14, 2021, regular meeting. Mr. Bassett moved to approve. Mr. Carstens seconded. By show of hands, the motion passed 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 of record. 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. Unfinished Business** – None

## 8. New Business

### a. Alteration/Addition

#### i. Lucky Beach Bar + Kitchen, DRB-002869-2021

*(Due to a potential conflict of interest, Mr. Carstens recused himself from discussion and voting regarding Heritage Academy Pavilion, DRB-002869-2021. 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 and stated Staff recommends denial and noted the need for the applicant to submit the following items:

1. Provide a color board.
2. Provide construction details of the knee wall and railing.
3. Provide a landscape plan.
4. Revise the site plan to show:
  - a. Tree protection
  - b. Street buffer
  - c. Outdoor eating area ground surface.

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: confirmation the submission was incomplete; the connectivity to the pathway; the need for bike parking; the need to better understand the setbacks; confirmation that outdoor dining is not permitted in the buffer and the buffer line needs to be included in the plans; concern regarding the large blank wall facing William Hilton Parkway; discussion regarding the choice of vertical placement as opposed to horizontal placement of the wall treatment; the need for patio elevation to be defined; the need for dimensions for wall sections and details; the need for location of downspouts; the need to define ceiling materials, fans, awning brackets and lighting; how the knee wall will be tied into the building or other fence detail; and confirmation of adequate parking.

Following discussion, the application was withdrawn at the applicant's request. No action was taken by the Board on the application.

## 9. Board Business

None.

## 10. Staff Report

### a. Minor Corridor Report

None.

## 11. Adjournment

The meeting adjourned at 2:03 p.m.

**Submitted by:** Vicki Pfannenschmidt, Secretary

**Approved:** February 8, 2022