



Town of Hilton Head Island
Design Review Board Meeting
August 8, 2023, at 2:30 p.m.
MEETING MINUTES

Present from the Board: Judd Carstens, Vice-Chair; Annette Lippert; Todd Theodore; Tom Parker; Ryan Bassett

Absent from the Commission: Cathy Foss and John Moleski

Present from Town Staff: Shawn Colin, *Assistant Town Manager*; Brian Eber, *Development Services Manager*; Alexis Cook, *Principal Planner*; Shea Farrar, *Principal Planner*; Michael Connolly, *Senior Planner*; Karen Knox, *Board Secretary*

1. Call to Order

Vice Chair Carstens called the meeting to order at 2:30 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. Swearing in Ceremony of Reappointed Board Members: Judd Carstens, Annette Lippert, Todd Theodore

Shawn Colin, Assistant Town Manager, reappointed Board Members Judd Carstens, Annette Lippert and Todd Theodore and thanked them for their service to the Board and the Community.

4. Roll Call

As Noted Above.

5. Approval of Agenda

Vice Chair Carstens asked if Staff had any changes to the Agenda. Ms. Cook said there were no changes. Vice Chair Carstens asked the Board for a Motion to reverse the order of presentation for the items under New Business so that DRB 001482-2023 New Overlook at Driessen Beach Park is reviewed first, followed by DRB-001497-2023 New Pavilion at 1 South Forest Beach (Beach House.) Ms. Lippert moved to approve. Mr. Bassett seconded. The Motion passed with a vote of 5-0.

Vice Chair Carstens also asked for a Motion to move the Election of Officers for the Term July 1, 2023 to June 30, 2024 to the next meeting so that Chair Foss will be able to participate. Mr. Theodore moved to approve. Mr. Parker seconded. The Motion passed with a vote of 5-0.

6. Approval of Minutes

a) Regular Meeting of June 13, 2023

The meeting Minutes of June 13, 2003 will be presented for approval at the next meeting.

7. Appearance by Citizens

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. No comments were received on the Open Town Hall Portal. No citizens spoke at the meeting.

8. Unfinished Business - None

9. New Business

a) Alteration/Addition – DRB-001482-2023 – New Overlook at Driessen Beach Park

Ms. Cook provided staff's presentation as included in the packet. The staff recommended approval with no conditions as submitted. This is the concept approval which is the initial review. You will see this again at final approval for this design. Following staff's presentation, the Applicant gave a brief overview and answered questions from the Board.

Mr. Parker moved to approve as submitted. Mr. Theodore seconded. The Motion passed with a vote of 5-0.

b) Alteration/Addition – DRB-001497-2023 – New Pavilion at 1 South Forest Beach (Beach House)

Ms. Cook provided the staff's presentation as included in the packet and provided background on previous reviews and approvals. In 2022, the 1st Phase of this Project had preliminary courtesy reviews. There were three reviews done by the Board – April, 2022, June, 2022 and November 2022. The Phase 1 review was completed on December 16, 2022. It had three conditions. Two of which were: get a Building Permit and the other was to apply for a Major DPR. The Major DPR has been applied for. The third was to apply for a Second Phase which is what you are seeing today and to request a Variance for the locations with the OCRM line. They went for the Variance in June, 2023 and it was approved on June 14, 2023 by the Board of Zoning Appeals. Ms. Cook also mentioned that there are 3-4 slides that were not included in the Packet and wanted to give the Board the option of just reviewing what was submitted. Vice-Chair Carstens said they could review it at this meeting and just call out the additional slides.

The Applicant was then asked by Ms. Cook to present their slide package to the Board. The Architect, Gregory Villegas, with WATG and Lance Kalani, the Landscape Architect for the project provided background on the project stating that they used Celebration Park as their inspiration for the project. They began their

presentation by reviewing the site plan with the proposed minor modifications as well as the Phase 2 review for the pavilion submission. The minor modifications included the relocation of the shower, the connection of the kitchen facility to the restroom which was required as part of the flood mitigation for the project. Some visuals that were not included in the packet were the addition of Tiki Hut visuals, as well as a bathroom entrance staircase visual. It was also explained that the fences are planned to be updated but the look will be updated to match the overall architectural theme. It was also mentioned that some components of the conceptual approval for Phase 1 had been modified. That included the removal of a trellis and the introduction of a portal covered access at the parking lot to improve cover from the parking lot into the hotel. Greg explained the staircase to the restrooms was also improved and included on the plan set submitted to the Development Plan group. Lance provided a summary of materials that are to be used around the pool, and that included pervious pavers, some wood decking around the Tiki and Event Pavilions, brick was later considered as a lighter color material. Greg then discussed the architecture of the concrete base columns will be consistent throughout the Tiki and the Event Pavilion. He also summarized the shingles, the pavilion wood staining, the fencing, the decking to further elaborate on materials.

At the conclusion of the presentation, Ms. Lippert mentioned that she would have a number of questions. Vice Chair thanked the applicants for the submittal and then moved to Ms. Lippert to provide feedback and questions. She began her discussion by thanking the applicant and then began to discuss how the application appeared incomplete and had too many inconsistencies to provide a vote.

Ms. Lippert's Comments were the following:

- The light fixtures on A3.02 need to be referenced on the plan set and the color appears to be black. Black is not a color approved by the DRB and should be resubmitted as a different color.
- A number of trim was called out to be white, and white is color not approved by the DRB and should be resubmitted.
- Section A Detail 3 on A3.04 needs more detail and clarity on the purpose of the dashed line.
- She would like to see Tabby Stucco on the base column as the proposed concrete provides too industrial of a look.
- The restroom structure that was discussed during the conceptual Phase 1 review overhang has not been updated.
- More overall clarity on materials used and call outs to clarify.
- Removal of "Painted wood" note on A3.04

Vice Chair then thanked Annette for her comments and asked Mr. Parker if he had any comments, his summary was the following:

- Stainless steel on A3.04 is not the most aesthetically pleasing material, and the knife plate at Celebration Park may be better option on the column.
- Break up the louvre on the pavilion to better match Lowcountry style.

- Agreement with previous comments to recommend tabby material at the column base, to increase the overhang of all buildings, and to not include white trim.

Vice Chair then thanked Mr. Parker for his comments and asked Mr. Theodore if had any comments, his summary was the following:

- Requested full landscape plan with quantities.
- Concerns with palm lighting and the overall height and quantity of lights.
- The updated fence material needs callouts for the what types of materials, what standard details are needed, etc.

Vice Chair then thanked Mr. Theodore for his comments and asked Mr. Bassett if had any comments, his summary was the following:

- Mr. Bassett agreed with previous comments regarding no white trim, updating the material on the column base to a tabby or shell material.
- Requested a call-out or response on the plan to how the drainage from the roof will be handled, if gutters will be used or if the drainage will flow from the roof to the pavers. If the latter, to consider if the drip line may have impact on the paver or materials below.

Vice Chair then thanked Mr. Bassett for his comments and asked Ms. Cook if the Board would see the Applicants again for the Beach House, or if this was the final review. Ms. Cook then discussed that there are three options that the Board could continue with if they so choose. Vice Chair elaborated that the packet did not feel complete and that it felt like there were missing details in the package. Ms. Cook began to explain that there was a miscommunication with the applicant. There was previously a Notice of Action submitted to the applicant that was only for the conceptual review, which let the Applicant to believe that the Phase 1 submittal was approved from the Board. Based on this miscommunication, the Vice Chair and Ms. Cook concluded that both Phase 1 and Phase 2 would need to come back for one final approval so that comments could be addressed for both Phases.

Vice Chair then provided his comments as follows:

- Request a full landscape plan.
- Improvements to the Northern access public boundary were discussed in Phase 1 and still needs improvements.
- Agreed with previous comments that the concrete would be better with textured tabby or shell.
- String lights need to be clarified on the plan, as they are included in the visuals.
- Details need to be provided for the changes to the fences, gates and steps.
- Provide callouts if fans are to be provided in the pavilion. Ensure that conduits are concealed.
- Cabanas need a cut need.

After the Vice Chair concluded his comments, Mr. Theodore asked the clarifying question if the applicant still needs to come for final on the Phase 1 application. Vice Chair agreed with the question. It was agreed upon by the Board that the Final review would still be needed by the applicant for the entire project including both phases. The Applicant asked if they could discuss the next steps in the hallway. After the lengthy discussion, Ms. Cook advised the Board that the Applicant will withdraw today and reapply today to meet the deadline to be on the August 22, 2023 Meeting Agenda. The entire package (Phase 1 and Phase 2) will be reviewed and considered as the Final Review for both Phase 1 and Phase 2. Vice Chair Carstens asked the Applicant to formally withdraw for the record. The Applicant withdrew.

10. Board Business

11. Staff Report

a) Minor Corridor Report

Alexis Cook provided the Minor Corridor Report to the Board.

12. Adjournment

The meeting adjourned at 4:14 p.m.

Submitted By: _____

**Karen Knox
Board Secretary**

Date: August 22, 2023