Town of Hilton Head Island
DESIGN REVIEW BOARD MEETING
Tuesday, December 10, 2024, 2:30 PM
Minutes

1. Call to Order

Chair Carstens called the meeting to order at 2:30 p.m.

2. Adoption of the Agenda

Mr. Parker made a Motion to approve the agenda. Ms. Lippert seconded. The agenda was approved unanimously.

3. Approval of the Minutes

a. Regular Meeting Minutes of November 26, 2024

Ms. Fitzpatrick made a Motion to approve the November 26th meeting minutes. Ms. Lippert seconded. The Motion passed, with Mr. Parker abstention.

4. Unfinished Business

a. DRB-001479-2024 - 40 Harriet Tubman Way - Archeology Facility Center - Final

Melissa Paul-Leto, Principal Planner, presented the Archeology Facility Center proposal for final review. The applicant discussed the changes to the original design that was previously presented to the Board. The Board discussed the changes including the stucco, lighting, landscaping, paint colors, and pavers.

Following the discussion, Ms. Lippert made a Motion to approve with conditions: adhere to staff recommendations; staff review of the stormwater system; signage excluded from this approval; clarifications on the color board that Alpaca is the reveal color, Gulf Stream is for the double doors, and Functional Grey is for the stone; provide specs for pervious pavers; provide revised elevations that notate the materials; replace or supplement foundation plants with inkberry holly; and for all prior conditions to be staff-reviewed. Mr. Theodore seconded, and the Motion passed unanimously.

b. DRB-001507-2024 - Two Park Lane - Sign System - Final

Melissa Paul-Leto, Principal Planner, presented the sign system for Two Park Lane for final review. The applicant discussed the changes to the sign color and size. The Board asked the applicant questions regarding the size and scale, potential landscaping around the base, tree removal, and shrinking the main lettering size.

Following the discussion, Mr. Parker made a Motion to approve with the following conditions: adhere to staff comments; provide a landscape plan for staff review and approval; provide staff with updated elevations and dimensions that equal 40sq ft maximum. Ms. Pastor seconded. The Motion passed unanimously.

5. New Business

None.

6. Public Comment - Non Agenda Items

None.

7. Board Business

a. Review and Approval of the 2025 meeting dates

The Board had questions and concerns about the proposed 2025 meeting dates, and decided not to have a vote until further review.

8. Staff Reports

a. Summary of SCAPA Conference Presentation 2024

Ms. Paul-Leto presented a summary of the positive outcomes of the SCAPA Conference in Spartanburg, SC.

9. Adjournment

This meeting adjourned at 3:57 p.m.

Approved: January 14, 2025.

The recording of this Meeting can be found on the Town's website at www.hiltonheadislandsc.gov