



Town of Hilton Head Island DESIGN REVIEW BOARD MEETING Tuesday, May 13, 2025, 2:30 PM Minutes

1. Call to Order

The meeting was called to order at 2:34 pm.

2. Adoption of the Agenda

Mr. Parker made a motion to adopt the agenda. Vice Chair Lippert seconded the motion, which passed unanimously.

3. Approval of the Minutes

a. Regular Meeting Minutes of April 8, 2025

Vice Chair Lippert made a motion to amend the meeting minutes to reflect the changed agenda order adopted during that meeting. Ms. Pastor seconded, which was approved unanimously.

4. Unfinished Business

5. New Business

a. DRB-000348-2025 - 862 William Hilton Parkway - Beach Properties - Sign System

Melissa Paul-Leto, Principal Planner, introduced the Beach Properties sign system. The Board asked the applicant about numerous items in the application. A few items discussed were as follows: standardizing materials and finishes across the signage system to reflect final colors, materials, and dimensions consistently; needing to provide cutaway/side drawings of the monument sign; address street number size and color on the monument sign; submit a lighting cut sheet to include lumen, color temperature, and direction of lights; review bracketing and mounting hardware for durability; considering reduction of the number of directional sign, and the removal of unnecessary backgrounds; submitting a landscaping/planting plan for the signs, including tree removals.

After further discussion, the applicant tabled the application until a later meeting.

6. Public Comment - Non Agenda Items

7. Staff Reports

Ms. Paul-Leto discussed the Design Guide, upcoming projects, and applications that will be scheduled for the following meeting.

8. Board Business

9. Adjournment

This meeting adjourned at 3:51 pm.

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