



Town of Hilton Head Island DESIGN REVIEW BOARD MEETING Tuesday, December 9, 2025, 2:30 PM Minutes

1. Call to Order

The meeting was called to order at 2:30 pm.

In attendance: Vice Chair Annette Lippert, Megan Fitzgerald, Patty Pastor, Cathy Foss and Tom Parker.

2. Adoption of the Agenda

The adoption of the agenda was passed unanimously.

3. Approval of the Minutes

a. Regular Meeting Minutes of November 12, 2025

Mr. Parker made a motion to approve the November 12, 2025, meeting minutes. Ms. Foss seconded. The motion passed unanimously.

b. Regular Meeting Minutes of November 25, 2025

Ms. Foss made a motion to table the meeting minutes of November 25, 2025 until the next meeting. Ms. Pastor seconded.

4. Unfinished Business

a. DRB-001113-2025 - 86 Helmsman Way - Black Marlin Outdoor Bar - Final

Mr. Parker recused himself and Principal Planner, Melissa Paul-Leto, presented the Black Marlin Outdoor Bar for final review. The applicant answered questions from the board. Ms. Foss made a motion to approve with the following conditions: provide photometrics. Ms. Pastor seconded. The motion passed unanimously.

5. New Business

a. DRB-001102-2025 - 33 Shelter Cove Lane — Shelter Cove Park Expansion - Conceptual

Melissa Paul-Leto presented the Shelter Cove Park Expansion for conceptual review. Mr. Parker made a motion to approve with the following conditions: provide photometrics, study the linear nature of the enclosure fence, adopt staff comments and have staff review signage. Ms. Foss seconded. The motion passed unanimously.

6. Public Comment - Non Agenda Items

7. Board Business

a. Consideration and Review of Amendments to the Rules of Procedure

Mr. Parker made a motion to approve the Amendments to the Rules of Procedure. Ms. Foss seconded. The motion passed unanimously.

8. Staff Reports

9. Adjournment

The meeting was adjourned at 3:50 pm.