



Town of Hilton Head Island DESIGN REVIEW BOARD MEETING Wednesday, January 14, 2026, 2:30 PM Minutes

1. Call to Order

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

In attendance: Judd Carstens, Annette Lippert, Todd Theodore, Megan Fitzpatrick, Patricia Pastor, and Cathy Foss.

2. Adoption of the Agenda

Mr. Theodore made a motion to adopt the agenda. Ms. Foss seconded. The motion passed unanimously.

3. Approval of the Minutes

- a. Regular Meeting Minutes of December 23, 2025.

Ms. Pastor made a motion to approve the minutes of December 23, 2025. Ms. Foss seconded. The motion passed unanimously.

4. Unfinished Business

5. New Business

6. Public Comment - Non Agenda Items

7. Board Business

- a. Design Guide Update Discussion

Principle Planner Melissa Paul-Leto presented the existing Design Guide with the board's comments and assigned the board with reviewing each comment and selecting whether they agree, need further discussion, or do not agree. The board will provide their selections and additional comments at the January 28, 2026, meeting to staff. At that meeting, the staff will provide the board with new photos taken from their suggestions.

8. Staff Reports

9. Adjournment

The meeting was adjourned at 3:10 p.m.