



Town of Hilton Head Island DESIGN REVIEW BOARD MEETING Tuesday, November 14, 2023, 3:00 PM Minutes

1. Call to Order

Chair Foss called the meeting to order at 3:04 PM.

2. Adoption of the Agenda

Bassett moved to adopt as is with no changes . Parker seconded. Motion passed with a vote of 5-0.

3. Approval of the Minutes

a. Regular Meeting Minutes of October 24, 2023

Moleski moved to approve. Bassett seconded. The minutes of October 24, 2023, were approved by a vote of 5-0.

4. Appearance by Citizens

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal, and none were received. No one spoke at the meeting.

5. Unfinished Business

a. DRB-002013-2023 - Olive Shell Mutli-Family Subdivision - Final Review

Alexis Cook, Principal Planner, indicated the applicant had complied with all changes requested by Staff.

Applicant gave a brief overview of changes made since the last meeting and answered all questions by the Board members.

After discussion, Chair Foss indicated there are too many details left for final approval of the plans at this time. Applicant asked for final approval to be tabled. The applicant will appear again on December 12, 2023.

6. New Business

a. DRB-001862-2023 - Daufuskie Ferry Dock and Pavillion Project - Conceptual

Alexis Cook, Principal Planner, presented the conceptual phases of the project, with today's review being of the initial dock phase. She indicated that Staff recommends approval of the conceptual drawings with the following conditions: that the bike rack color

be changed to a more nature blending color, and that concrete be added to the material board. Applicant reviewed the conceptual drawings with the Board and answered all questions. Landscaping plans were additionally submitted, briefly reviewed by the Board, and discussed with the applicant. Parker moved to approve with Staff recommendations. Moleski seconded. The Motion was approved with a vote of 5-0.

b. DRB-001906-2023 1038 William Hilton Parkway - Alteration/Addition

Alexis Cook, Principal Planner, reviewed with the Board the location of the roof project, and elevations of the unique building. She indicated Staff has further questions for the applicant, and Staff is not recommending approval at this time until further information is received and reviewed. Mr. Parker recused himself from the discussion. Applicant answered questions from the Board members and addressed Staff's concerns. After discussion and assurances by the Applicant that no changes to the building are being made, with only a roof replacement being done, a Motion to approve the application was made by Bassett. Moleski seconded, and the Motion was approved by a vote of 4-0 with Parker abstaining.

7. Board Business

a. Approval of Proposed 2024 Meeting Dates

Concerns were expressed by the Board about the April, November and December meeting dates, but the Board agreed that these could be adjusted as the meeting dates approached. A Motion to approve the Proposed 2024 Meeting Dates was made by Carstens. A second was made by Parker, and the Motion was approved with a vote of 5-0.

8. Staff Reports

a. Minor Corridor Report

Alexis Cook, Principal Planner, presented the Minor Corridor Report to the Board. She expressed Staff's thanks for the Board's feedback on Billy Wood and the condition of signs around the Town and reported that communications are being drafted to remind commercial businesses that this is the time of year to power wash and update signs. The Chair thanked Staff for looking into matters reported to them and their quick response.

9. Adjournment

The meeting was adjourned at 4:34 PM.

Approved: December 12, 2023

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