



Town of Hilton Head Island DESIGN REVIEW BOARD MEETING Wednesday, June 24, 2026, 2:30 PM Minutes

1. Call to Order

The meeting was called to order at 2:30 p.m. In attendance were: Mr. Carstens, Ms. Lippert, Ms. Pastor, Ms. Foss and Ms. Fitzpatrick. Excused were Mr. Theodore and Mr. Parker.

2. Adoption of the Agenda

Ms. Lippert moved to approve the agenda as presented. Ms. Pastor seconded. The motion was approved unanimously.

3. Approval of the Minutes

a. Regular Meeting Minutes of May 13, 2026

Ms. Foss moved to approve the minutes of May 13, 2026 as presented. Ms. Fitzpatrick seconded. The minutes of May 13, 2026 was approved unanimously.

4. Unfinished Business

5. New Business

a. DRB-000568-2026 - 10 Verbena Lane - Conceptual

Shea Farrar, Principal Planner, presented 10 Verbena Lane for conceptual review. The applicant answered questions from the Board. Ms. Lippert made a motion to approve with the following conditions: provide good evergreen plantings, pedestrian connections to the bike path on Marshland to be studied, scale at the corner of the end particularly at buildings 1, 3, 2 where they meet the buffer to be studied, increasing the buffer requirements beyond the required at the edges of the marsh and Cross Island, providing all lighting cut sheets including foot candles, increasing the widths of the main footpaths, a general study of the entire amenity complex specifically including detailing of the rooftop terrace including any lighting including low level downlighting, the television and details around the buildings for stronger island character, detailing of the trash enclosure, additional review time of the packet for final design review, adding potential brick and silt plat at the top of the siding and leaning on the garage siding for the building 4, softening the lagoon edge and adding strongly defined entries on buildings 1, 2, and 3, and to provide a roof plan with overhangs and HVAC placement, a color board with all materials, studying the detail of the restroom building and addressing staff comments. Ms. Foss seconded the motion which passed unanimously.

b. DRB-000579-2026 - 70 Wilborn Road - Sign

Kendal Wagner, Planning Intern, presented the application for the monument sign permit for Hilton Head High School at 70 Wilborn Road. The Board asked the applicant several questions. Ms. Pastor made a motion to approve the application with the following conditions: staff comments be included, update the plans to not reflect the upright, provide details on material and color of the communication box background be gray and clarify the location of the sign in relation to the landscape plan and ensure that the tree be of sufficient size to work with the size of the sign. Ms. Fitzpatrick seconded the motion, which passed unanimously.

6. Public Comment - Non Agenda Items

There were no public comments.

7. Board Business

Chair Carstens advised the Board that the LMO Task Force had concluded its initial phase. The Town Manager stated that all comments and discussions received had to go back to the Consultant and Town Staff.

Ms. Pastor asked for an update on the Design Review Guide. Ms. Farrar advised she would have an update at the next Board Meeting.

8. Staff Reports

There were no staff reports.

9. Adjournment

The meeting was adjourned at 4:26 pm.