Town of Hilton Head Island
DESIGN REVIEW BOARD MEETING
Wednesday, July 8, 2026, 2:30 PM
Minutes

1. Call to Order

Acting Chair Tom Parker called the meeting to order at 2:30 pm. Present were: Tom Parker, Cathy Foss, Megan Fitzpatrick, Todd Theodore and Patty Pastor. Annette Lippert and Judd Carstens were not present.

2. Adoption of the Agenda

Mr. Theodore made a motion to amend the agenda to remove Item a) under Board Business - Nomination and Election of Officers. Ms. Fitzpatrick seconded the motion, which passed unanimously.

3. Approval of the Minutes

a. Regular Meeting Minutes of June 24, 2026

Ms. Foss made a motion to approve the meeting minutes of June 24th. Ms. Pastor seconded the motion, which passed. Mr. Parker abstained as he was not at the meeting.

4. Unfinished Business

There was no unfnished business.

5. New Business

a. DRB-00612-2026 - 435 William Hilton Parkway - Alteration/Addition

Shea Farrar, Principal Planner, presented 435 William Hilton Parkway for Alteration/Addition. The Applicant answered questions from the Board. Mr. Theodore moved to approve with the recommendation that you powerwash the screen wall along the roadway and consider painting the grams up under the roof. Ms. Fitzpatrick seconded. The motion passed unanimously.

b. DRB-000609-2026 - 1038 William Hilton Parkway- Alteration/Addition

Shea Farrar, Principal Planner, presented 1038 William Hilton Parkway for Alteration/Addition. The Applicant answered questions from the Board. Ms. Pastor moved to approve as submitted, with the following conditions: include staff's comments with the one caveat that staff reviews and approves the trim and railing color, anticipating that it will be one to two shades lighter than the primary building color. Ms. Foss seconded. The motion passed unanimously.

6. Public Comment - Non Agenda Items

7. Board Business

Ms. Pastor took a moment to thank Ms. Farrar and the Architect for meeting the Board out at the Verbena Lane property last week. It was very insightful and helpful. I appreciated the site analysis and the way they are placing the buildings. The one thing I would appreciate staff considering as they evaluate the phasing of the project is that, if the developer does not intend to simultaneously erect all three structures and the amenities that we look at, and they're going with a phased approach, such as doing building one and then building two and then three sequentially, that we discuss with them to not demolition everything at once.

a. Nomination and Election of Officers

This item will be heard at the next meeting on July 22, 2026.

8. Staff Reports

There were no staff reports.

9. Adjournment

The meeting adjourned at 2:56 pm.