



Town of Hilton Head Island DESIGN REVIEW BOARD MEETING Tuesday, May 28, 2024, 2:30 PM Minutes

1. Call to Order

Chair Foss called the meeting or order at 2:30 PM.

2. Adoption of the Agenda

A motion to adopt the Agenda as presented was made by Mr. Parker and seconded by Mr. Theodore. The motion passed unanimously.

3. Approval of the Minutes

a. Regular Meeting Minutes of 5/14/2024

A motion to approve the Regular Meeting Minutes of April 14th, 2024 was made by Mr. Theodore and seconded by Mr. Carstens. The motion passed unanimously.

4. Unfinished Business

5. New Business

a. DRB-000797-2024 - 81 Union Cemetery - Port Royal Facility - Final

Alexis McIlwee, Principal Planner, presented the final review for a new maintenance facility located at 81 Union Cemetery, which is currently being utilized as a storage center for the Port Royal Community. Mrs. McIlwee presented the final color scheme to the board as well as fence details and screening. The civil site plans, architectural plans, and landscaping plans were also included in the presentation as discussed in the last board review. Staff corrections addressed from the previous presentation were listed as bolstering the landscaping buffer to shield the residential use behind the property, consideration of mesh fencing, additional landscaping to the west side of the property to screen the existing shipping containers, providing lighting cut sheets, presentation of a color and material board, and garage doors to be in the proposed darker shade. Staff recommended approval as presented with the necessary suggestions having been met.

The applicant, Scott Sodeman of Sodeman architects as well as Lance Pyle, General Manager of Port Royal, addressed a series of questions from the board regarding the use of transplant Crate Myrtles, fence colors, and support brackets. Mr. Carstens made a motion to approve with the following conditions: the transplant crate myrtles be utilized in the back of the property with evergreens being used along the visible portion of Union Cemetery, and the fence screening is to be green. The motion was seconded by Mr.

Parker and passed unanimously.

6. Appearance by Citizens

There were no appearances by citizens and no comments were left on the Town's Open Portal regarding items unrelated to the Agenda.

7. Board Business

Mr. Carstens addressed Staff regarding the Board's Election of Officers, and inquired about which June meeting would include this on the Agenda. Mrs. McIlwee shared some insight regarding the Town Council Board Election process, and explained that she anticipates new board members joining in about two months. With two of the current members' terms expiring in June of this year and one member ending their term early, this would mean that the group would be lessened to four members for the interim.

8. Staff Reports

Alexis McIlwee, Principal Planner, presented two Minor Corridor Reports to the Board for 8 Executive Park and 59 New Orleans Road.

Mrs. McIlwee also announced her upcoming transition to long-range planning, and she introduced Melissa Paul-Leto who will eventually be filling the role as Design Review Board Coordinator.

9. Adjournment

The meeting was declared adjourned at 3:29 PM.

Approved: June 25th, 2024.

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