



Town of Hilton Head Island DESIGN REVIEW BOARD MEETING Tuesday, June 25, 2024, 2:30 PM Minutes

1. Call to Order

Chair Foss called the meeting to order at 2:33 PM.

2. Adoption of the Agenda

Prior to approval, Staff requested that item 6c be moved to the July 9th meeting for the sake of quorum as two members had to recuse themselves, and two were absent. A motion to Adopt the Agenda reflecting this change was made by Mr. Theodore and seconded by Ms. Lippert. The motion passed unanimously.

3. Approval of the Minutes

a. Regular Meeting Minutes of May 28th, 2024.

A motion to approve the Regular Meeting Minutes of May 28th, 2024 was made by Mr. Carstens and seconded by Mr. Theodore. The motion passed unanimously.

4. Appearance by Citizens

There were no appearances by citizens regarding items unrelated to those on the Agenda.

5. Unfinished Business

None.

6. New Business

a. DRB-000912-2024-113 Wexford Club Drive Unit HMAST- Conceptual Review

Melissa Paul-Leto, Principal Planner, presented 113 Wexford Club Drive for Conceptual Review. The applicant is proposing a new Harbour Center that would replace the existing Wexford Harbour Master building with the harbour lock machine room and the electrical panels remaining in place and operational. Ms. Paul-Leto explained that the project would remain in the same footprint but would be expanded upon. The proposed building would consist of 4,228 square feet of heated space with 731 square feet of utility workshop area consisting of Harbour Master offices, a multipurpose room, restrooms, a commissary, and outdoor porches. The existing patio and steps to the wood dock would also remain. Staff noted that they would require details of material, texture and color at the Final Review stage. Staff recommended approval with the following conditions: applicant submit a utility plan that details the location and screening of equipment, a 11x17 material and color board be provided, as well as a lighting plan.

Dan Ogden, applicant and Wexford Infrastructure Manager, introduced himself to the committee and provided background details pertaining to the project process. Mr. Ogden noted that the materials would match what is currently in place for the existing structure. A portion of the building will also serve as a Halfway House for golfers moving from one side of the harbour to the other. Mr. Ogden addressed several questions from the board regarding potential OCRM constraints, landscape lighting, window head heights, roof overhangs, ramp dimensions, and landscaping details.

Ms. Lippert made a motion to approve with the following conditions: Staff comments, request to study roof overhangs, floor plans and roof plans to be provided at Final Review, request to study railings, confirmation that service yards and exhaust hoods will be reviewed and details provided, request to tighten up plant bed material and add more year round green plantings, and to replace Japanese Maples with Red Maples. Mr. Theodore seconded, and the motion passed unanimously.

b. DRB-000913-2024-111 Wexford Club Drive-Conceptual Review

Melissa Paul-Leto, Principal Planner, presented the Conceptual Review of 111 Wexford Club Drive. The proposed will include renovations and renditions to the existing Wexford Clubhouse. The existing building is 11,417 heated square feet with 8,394 square feet of renovated area and 4,737 square feet of new heated area added. On the Northeast Harborside of the building would be a dining room and bar, with a new outdoor covered dining bar. These are both planned to be constructed over an existing open raised lawn with views of the harbor, with a portion of the outdoor dining extending into a landscaped area to the right between cart paths and the building itself. A retaining wall is also planned in this area to allow for stairs leading down to the cart parking. A new Pro-Shop would also be added to the southeast portion of the building. Staff recommends approval with conditions for Conceptual Review: applicant to provide physical material and color board on a 11x17 board, landscape and lighting plan, connection of prominent building architectural details as needed, as well as final floor plans and elevation drawings.

Dan Ogden, applicant and Wexford Infrastructure Manager, provided background details for the proposed plan and addressed several comments from the board regarding foundation planting, metal roof awnings, handrails, and a guardrail on the retaining wall. Mr. Carstens made a motion to approve with the following conditions: staff comments, retention of the 15 inch and 18 inch oaks in the back of the property and additionally modifying the retaining wall, a decrease in the spacing and coverage associated with the foundation plantings and appropriate scaling depending on the associated walls, the expansion of landscape coverage to mirror on the Harborside pool area, as well as the front side to the expansion of the Pro-Shop, and studying the scale of the small metal roofs primarily associated with the rear of the building. The motion was seconded by Mr. Theodore and carried unanimously.

c. DRB-000833-2024 – 232 South Sea Pines Drive – Final Review

This item was moved to the July 9th meeting for Final Review.

d. DRB-000928-2024- 27 New Orleans – Final Review

Melissa Paul-Leto, Principal Planner, presented the Final Review for the Major Development Plan Review located at 27 New Orleans Road. The proposed facility will consist of a bicycle warehouse and donut production and sales shop on the first floor, with the second floor being for storage warehouse use. The Board reviewed a material and color board prior to the start of the meeting that was provided by the applicant. The project will require a building permit prior to construction as well as a Major Development Review approval. The Conceptual Review was approved on February 22nd, 2024.

Troy Derda, applicant owner of Alljoy Donuts, explained to board that this would be his second Alljoy Donut location with the addition of the bike rental company. Mr. Derda explained that the main use of the facility and the parking will be for the donut shop with 10 parking spots and two 18 slot bike racks as well as a turnaround for easy accessibility and departure. Mr. Derda also has a parking agreement with Crane's tavern located across the street from the property for overflow which was a concern noted at the time of Conceptual Review.

Ms. Lippert expressed concern regarding the level of detail provided and noted that the drawings were not as elaborated as she would like to see at the Final Review stage. The board proposed several comments and questions regarding the site plan materials specifications specifically concerning the use of impervious gravel, fence details, lighting cut-sheets, architectural details, garage door details, landscaping details and roof color which the Board stated will need to be shown in a darker color. Mr. Theodore had concerns regarding the removal of pine trees on the property and noted that he found the level of removal excessive and asked Mr. Dedra and his landscape architect to study this further. Mr. Dedra elaborated on the safety concerns regarding the trees and explained that a few of the trees would need to be removed for full use of the property.

Chair Foss explained to the applicant that the Board is in need of more details for the Final Review stage and gave the applicant the option to table the item and come back at a later meeting date with the necessary revisions, additional details provided and all notes from the Board addressed. The applicant agreed to coordinate with Staff and table the item, with a plan to return for Final Review at the July 23rd meeting.

7. Board Business

Vice Chair Judd Carstens presented Chair Cathy Foss with a Certificate of Appreciation in light of her term coming to an end.

8. Staff Reports

None.

9. Adjournment

The meeting was declared adjourned at 4:16 PM.

Approved: July 9, 2024

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