



Town of Hilton Head Island

Design Review Board Meeting

Tuesday, October 8, 2024, 2:30 PM

**1 Town Center Court, Hilton Head Island, SC
Conference Room #3**

- 1. Call to Order**
- 2. Adoption of the Agenda**
- 3. Approval of the Minutes**
 - a. Regular Meeting Minutes of September 24th, 2024.
- 4. Unfinished Business**
- 5. New Business**
 - a. DRB-001286-2024 - 2 Park Lane - Sign
 - b. DRB-001328-2024 - Coligny Circle Pocket Park - Conceptual
 - c. DRB-001329-2024 - 59 Pope Avenue - Pavillian at The Bank - Conceptual
- 6. Public Comment - Non Agenda Items**
- 7. Board Business**
- 8. Staff Reports**
- 9. Adjournment**

FOIA Compliance: Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Hilton Head Island will not discriminate against qualified

individuals with disabilities on the basis of disability in its services, programs, or activities. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Hilton Head Island ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event.

Municipal Association of South Carolina (MASC) Civility Pledge:

“I pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of my city or town.”



Town of Hilton Head Island DESIGN REVIEW BOARD MEETING Tuesday, September 24, 2024, 2:30 PM Minutes

1. Call to Order

The meeting was called to order at 2:30 p.m.

2. Adoption of the Agenda

Ms. Lippert made a Motion to approve the agenda. Ms. Pastor seconded. The Motion passed unanimously.

3. Approval of the Minutes

a. Regular Meeting Minutes of September 10th, 2024

Ms. Lippert made a Motion to approve the meeting minutes of September 10th. Ms. Fitzpatrick seconded. The Motion passed unanimously.

4. Unfinished Business

a. DRB-000992-2024 - 120 Arrow Road - Final

Mr. Theodore recused himself and left the dais. Melissa Paul-Leto, Principal Planner, presented the application for final review. Staff recommended approval with the following conditions: final approval from the Sea Pines ARB, which needs to be provided in a letter of approval which will coincide with the DRB final approval; a bio-development plan approval; building permits; and any additional requirements from the board.

The Board discussed the project, raising numerous questions and concerns for the applicant. The applicant will need to return to present the updated monument sign. More detail is needed regarding the downspouts, the lighting plan with lighting cut sheets, dumpster screening, an arborists report, clarification of facade materials, specific color selections, a roof decision, and landscape specifications. The Board requested additional details from the applicant. The applicant withdrew, and the Board tabled the vote on this application until October 8, 2024.

b. DRB-001207-2024 - 1 Brams Point - Spanish Wells Entry - Final

Mr. Theodore recused himself and left the dais. Melissa Paul-Leto presented the application for final review. Mr. Parker made a Motion to approve with the condition that no security camera be included. Ms. Pastor seconded. The Motion passed unanimously.

c. DRB-001288-2024 - 103 Indigo Run Drive - Final

Mr. Theodore returned to the dais. Melissa Paul-Leto presented the application for final review. Ms. Pastor made a Motion to approve. Mr. Theodore seconded. The Motion passed unanimously.

5. New Business

a. DRB-001202-2024 - 1014 William Hilton Parkway - Alteration

Mr. Parker and Mr. Carstens recuse themselves. Mr. Carstens passed the gavel to Ms. Lippert. Melissa Paul-Leto presented the application to the Board. The Board had questions for the applicant. The applicant withdrew.

b. DRB-0011237-2024 - 18 New Orleans Road - Conceptual

Mr. Parker and Mr. Carstens returned to the dais. Ms. Lippert returned the gavel to Mr. Carstens. Melissa Paul-Leto presented the application for conceptual review. The applicant, Mr. Brad Child, requested extensions and additions to the Nunzio restaurant patio and roof. Staff recommended approval with the following conditions: provide a boundary survey; include details on how the additions will be attached to the existing building; provide existing and proposed landscaping with native plant selections; provide an exterior and interior lighting plan; provide a roof plan showing the existing and proposed additions; provide an 11x17" material and color board; and include the Natural Resource Planner's recommendations for the large oak tree near the deck.

The Board discussed the application, raising questions for the applicant. Ms. Pastor made a Motion to approve with the following conditions: follow staff recommendations; address the landscape plan; work with a natural resource representative regarding the trees; provide more HVAC details; provide a lighting and color board; and specify clear roof specifications. Mr. Parker seconded. The Motion passed unanimously.

c. DRB-001271-2024 - 40 Harriet Tubman Way - Historic Freedom Park, Archeology Research Facility, Archeology Research Facility - Conceptual

Melissa Paul-Leto presented the application for conceptual review. The applicant, Ms. Sarah Kepple, on behalf of Pearce Scott Architects, requested to construct a 4,709 square foot Archaeology Research Facility for Historic Mitchelville Freedom Park. The proposed building is part of a previously approved master plan.

The Board discussed the details of the proposed plan. Ms. Lippert made a Motion to approve with the following conditions: follow staff recommendations; provide details on HVAC screening; establish a building color palette; submit an interior and exterior lighting plan; consider the plant species outlined in the design guidelines; explore the possibility of raising the windows; ensure that the front façade landscaping plan is more constrained until the new road is completed; study the potential incorporation of a rain barrel; maintain continuity in the brackets; explore potential connections with existing roads; and examine possible views of parking in structured areas. Mr. Parker seconded the Motion, which passed unanimously.

6. Public Comment - Non Agenda Items

None.

7. Board Business

None.

8. Staff Reports

None.

9. Adjournment

The meeting was adjourned at 5:10 p.m.

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

2 Park Lane
Sign
October 8th, 2024
DRB-001286-2024



Town of Hilton Head Island
Community Development Department
One Town Center Court
Hilton Head Island, SC 29928
Phone: 843-341-4757 Fax: 843-842-8908
www.hiltonheadislandsc.gov

FOR OFFICIAL USE ONLY

Date Received: _____
Accepted by: _____
DRB #: _____
Meeting Date: _____

Applicant/Agent Name: SEAN CONGLETON Company: SIGN D'SIGN
Mailing Address: 270 RED CEDAR STREET STE 102 City: BLUFFTON State: SC Zip: 29910
Telephone: 843-757-7057 Fax: _____ E-mail: THALPIN@SIGN-DSIGN.COM
Project Name: TWO PARK LANE Project Address: 2 PARK LANE HHI, SC 29910
Parcel Number [PIN]: R 550 015 00C 0237 0000 _____
Zoning District: _____ Overlay District(s): _____

**CORRIDOR REVIEW, MAJOR
DESIGN REVIEW BOARD (DRB) SUBMITTAL REQUIREMENTS**

Digital Submissions may be accepted via e-mail by calling 843-341-4757.

Project Category:

_____ Concept Approval – Proposed Development

_____ Final Approval – Proposed Development

_____ Alteration/Addition

_____ Sign

Submittal Requirements for ***All*** projects:

_____ Private Architectural Review Board (ARB) Notice of Action (if applicable): When a project is within the jurisdiction of an ARB, the applicant shall submit such ARB's written notice of action per LMO Section 16-2-103.I.4.b.iii.01. Submitting an application to the ARB to meet this requirement is the responsibility of the applicant.

_____ Filing Fee: Concept Approval-Proposed Development \$175, Final Approval – Proposed Development \$175, Alterations/Additions \$100, Signs \$25; cash or check made payable to the Town of Hilton Head Island.

Additional Submittal Requirements:

Concept Approval – Proposed Development

☒ A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.

☒ A site analysis study to include specimen trees, access, significant topography, wetlands, buffers, setbacks, views, orientation and other site features that may influence design.

☒ A draft written narrative describing the design intent of the project, its goals and objectives and how it reflects the site analysis results.

☒ Context photographs of neighboring uses and architectural styles.

☒ Conceptual site plan (to scale) showing proposed location of new structures, parking areas and landscaping.

☒ Conceptual sketches of primary exterior elevations showing architectural character of the proposed development, materials, colors, shadow lines and landscaping.

Additional Submittal Requirements:

Final Approval – Proposed Development

- _____ A final written narrative describing how the project conforms with the conceptual approval and design review guidelines of Sec. 16-3-106.F.3.
- _____ Final site development plan meeting the requirements of Appendix D: D-6.F.
- _____ Final site lighting and landscaping plans meeting the requirements of Appendix D: D-6.H and D-6.I.
- _____ Final floor plans and elevation drawings (1/8"=1'-0" minimum scale) showing exterior building materials and colors with architectural sections and details to adequately describe the project.
- _____ A color board (11"x17" maximum) containing actual color samples of all exterior finishes, keyed to the elevations, and indicating the manufacturer's name and color designation.
- _____ Any additional information requested by the Design Review Board at the time of concept approval, such as scale model or color renderings, that the Board finds necessary in order to act on a final application.

Additional Submittal Requirements:

Alterations/Additions

- _____ All of the materials required for final approval of proposed development as listed above, plus the following additional materials.
- _____ A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
- _____ Photographs of existing structure.

Additional Submittal Requirements:

Signs

- _____ Accurate color rendering of sign showing dimensions, type of lettering, materials and actual color samples.

For freestanding signs:

- _____ Site plan (1"=30' minimum scale) showing location of sign in relation to buildings, parking, existing signs, and property lines.
- _____ Proposed landscaping plan.

For wall signs:

- _____ Photograph or drawing of the building depicting the proposed location of the sign.
- _____ Location, fixture type, and wattage of any proposed lighting.

Note: All application items must be received by the deadline date in order to be reviewed by the DRB per LMO Appendix D: D-23.

A representative for each agenda item is strongly encouraged to attend the meeting.

Are there recorded private covenants and/or restrictions that are contrary to, conflict with, or prohibit the proposed request? If yes, a copy of the private covenants and/or restrictions must be submitted with this application. ☐ YES ☒ NO

To the best of my knowledge, the information on this application and all additional documentation is true, factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hilton Head Island. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.

I further understand that in the event of a State of Emergency due to a Disaster, the review and approval times set forth in the Land Management Ordinance may be suspended.

SEAN CONGLETON

SIGNATURE

09-12-2024

DATE

**2 Park Lane
PLAN SET
October 8th, 2024
DRB-001286-2024**

TWO PARK LANE | MULTI-TENANT MONUMENT SIGNS

Two new multi-tenant monument signs to be installed at the locations shown in the below renderings and site map. The two new signs will replace the old signs and will be constructed of the following: [2] stucco pillars with a double sided header panel and painted wood cross beams with [7] tenant panels installed back to back on both sides of the cross beams. The header panel will be created using 4" thick routed HDU and will be routed out on both sides at approximately 1/4" depth. The sign will feature raised borders and copy on smooth, recessed background and will be painted on all sides with the returns matching the borders. It will be installed between the pillars using brackets and screws. The tenant panels will be created using 1.5" thick routed HDU and will be routed out on the face at approximately 1/4" depth. They will feature raised borders and copy on a smooth, recessed background and will be painted on all sides with the back and returns matching the borders. The monuments are double sided, so the tenant panels will be [2] each and installed back to back on the cross beams so as to be presented on both sides. The entire sign will be manufactured, painted and assembled to the outlined size and color specifications listed below and will be set in ground ~2' deep in concrete to stand 12' above grade at finish. The sign will be illuminated with the existing in-ground light fixtures. The future tenants are forthcoming and the fonts used are custom logo fonts.

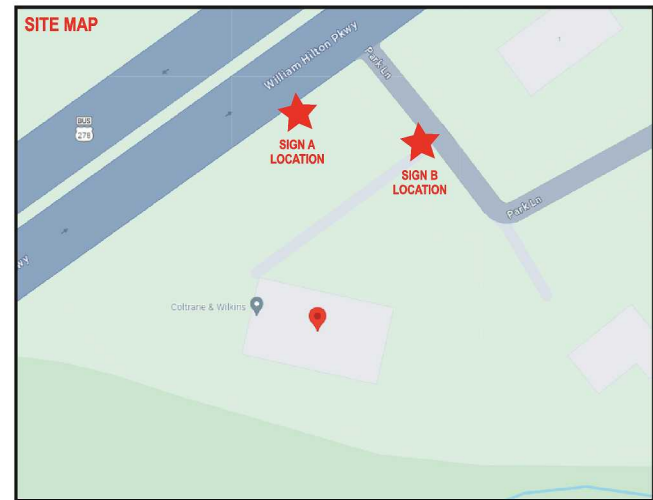
SW 7661: REFLECTION

SW 7048: URBANE BRONZE

PMS 2915

PMS 1575

PMS 368



SIGN A: DOUBLE SIDED

SIGN B: DOUBLE SIDED



DESIGN TEAM/DRB COMMENT SHEET

*The comments below are staff recommendations to the Design Review Board (DRB)
and do NOT constitute DRB approval or denial.*

PROJECT NAME: 2 Park Lane

DRB-001286-2024

DATE: 10/08/2024

CATEGORY: Sign

RECOMMENDATION: Approval ☐ Approval with Conditions ☒ Denial ☐

APPLICATION MATERIAL

DRB REQUIREMENTS	Complies Yes	No	Not Applicable	Comments or Conditions
Demolition Plan if needed	☐	☐	☒	
Existing Conditions match As-Built	☐	☐	☒	Provide existing photos of the current signs.
Dimensioned Details and of Sections	☒	☐	☐	
Detail Illustrating Connection to Existing Structure	☐	☐	☒	
New Building Details Match Existing Building Details	☐	☐	☒	

ARCHITECTURAL DESIGN

DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Structure is designed to be appropriate to the neighborhood	☒	☐	☐	
Promotes pedestrian scale and circulation	☒	☐	☐	
Design is unobtrusive and set into the natural environment	☒	☐	☐	
Utilizes natural materials and colors	☒	☐	☐	
Avoids distinctive vernacular styles	☒	☐	☐	
Design is appropriate for its use	☒	☐	☐	
All facades shall have equal design characteristics	☒	☐	☐	

Avoids monotonous planes or unrelieved repetition	☒	☐	☐	
Has a strong roof form with enough variety to provide visual interest	☐	☐	☒	
Overhangs are sufficient for the façade height.	☐	☐	☒	
Forms and details are sufficient to reduce the mass of the structure	☒	☐	☐	
Human scale is achieved by the use of proper proportions and architectural elements	☒	☐	☐	
Utilizes a variety of materials, textures and colors	☒	☐	☐	
Incorporates wood or wood simulating materials	☒	☐	☐	
Windows are in proportion to the facade	☐	☐	☒	
Details are clean, simple and appropriate while avoiding excessive ornamentation	☒	☐	☐	
Utilities and equipment are concealed from view	☐	☐	☒	
Decorative lighting is limited and low wattage and adds to the visual character	☐	☒	☐	Show any exterior lighting that will be used for the signs and landscaping.
Accessory elements are designed to coordinate with the primary structure	☐	☐	☒	

LANDSCAPE DESIGN				
DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Treats the Landscape as a major element of the project	☐	☒	☐	Provide existing and proposed landscaping around the signs.
Provides Landscaping of a scope and size that is in proportion to the scale of the development	☒	☐	☐	
Landscape is designed so that it may be maintained in its natural shape and size	☐	☒	☐	
Preserves a variety of existing native trees and shrubs	☐	☒	☐	
Provides for a harmonious setting for the site's structures, parking areas or other construction	☐	☐	☒	
Location of existing trees and new trees provides street buffers, mitigation for parking lots, and an architectural complement that visually mitigates between parking lots and building(s)	☐	☐	☒	
Shrubs are selected to complement the natural setting, provide visual interest and screen less-desirable elements of the project	☐	☒	☐	
A variety of species is selected for texture and color	☐	☒	☐	
Provides overall order and continuity of the	☐	☒	☐	

Landscape plan				
Native plants or plants that have historically been prevalent on the Island are utilized	☐	☒	☐	
A variety of sizes is selected to create a “layered” appearance for visual interest and a sense of depth	☐	☒	☐	
The location of existing mature trees is taken into account in placement of shrubs so as not to damage tree roots	☒	☐	☐	
Proper spacing and location for plants to reach their mature size and natural shape while avoiding excessive or unnatural pruning	☐	☐	☒	
Proposed groundcovers are evergreen species with low maintenance needs	☐	☒	☐	
Large, grassed lawn areas encompassing a major portion of the site are avoided	☐	☐	☒	
The adjacent development is taken into account in determining the most appropriate buffer so as not to depart too dramatically from the neighborhood	☐	☐	☒	
Ornamentals and Annuals are limited to entrances and other focal points	☐	☐	☒	

NATURAL RESOURCE PROTECTION

DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
An effort has been made to preserve existing trees and under story plants	☐	☐	☒	
Supplemental and replacement trees meet LMO requirements for size, species and number	☐	☐	☒	
Wetlands if present are avoided and the required buffers are maintained	☐	☐	☒	
Sand dunes if present are not disturbed	☒	☐	☐	

COMMENTS & CONDITIONS

1. Staff recommends approval of the development submittal with the following conditions:
 - a. A sign permit for both monument signs will be required.
 - b. Provide existing photos of the current signs.
 - c. Provide existing and proposed landscaping around the signs.
 - d. Show any exterior lighting that will be used for the signs and landscaping.
2. Any additional information as required by the Board.

--

**Coligny Circle Pocket
Park
Conceptual
October 8th, 2024
DRB-0011328-2024**



Town of Hilton Head Island
Community Development Department
One Town Center Court
Hilton Head Island, SC 29928
Phone: 843-341-4757 Fax: 843-842-8908
www.hiltonheadislandsc.gov

FOR OFFICIAL USE ONLY

Date Received: _____
Accepted by: _____
DRB #: _____
Meeting Date: _____

Applicant/Agent Name: Trey Griffin Company: Wood + Partners, Inc.
Mailing Address: 7 Lafayette Place City: HHI State: SC Zip: 29926
Telephone: 843-681-6618 Fax: _____ E-mail: tgriffin@woodandpartners.com
Project Name: Coligny Circle Pocket Park Project Address: 109 Pope Ave, HHI, SC
Parcel Number [PIN]: R552-018-000-0244-0000 _____
Zoning District: CR Overlay District(s): Corridor

**CORRIDOR REVIEW, MAJOR
DESIGN REVIEW BOARD (DRB) SUBMITTAL REQUIREMENTS**

Digital Submissions may be accepted via e-mail by calling 843-341-4757.

Project Category:

_____ Concept Approval – Proposed Development _____ Alteration/Addition
_____ Final Approval – Proposed Development _____ Sign

Submittal Requirements for ***All*** projects:

_____ Private Architectural Review Board (ARB) Notice of Action (if applicable): When a project is within the jurisdiction of an ARB, the applicant shall submit such ARB's written notice of action per LMO Section 16-2-103.I.4.b.iii.01. Submitting an application to the ARB to meet this requirement is the responsibility of the applicant.

_____ Filing Fee: Concept Approval-Proposed Development \$175, Final Approval – Proposed Development \$175, Alterations/Additions \$100, Signs \$25; cash or check made payable to the Town of Hilton Head Island.

Additional Submittal Requirements:

Concept Approval – Proposed Development

- ☒ A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
- ☒ A site analysis study to include specimen trees, access, significant topography, wetlands, buffers, setbacks, views, orientation and other site features that may influence design.
- ☒ A draft written narrative describing the design intent of the project, its goals and objectives and how it reflects the site analysis results.
- ☒ Context photographs of neighboring uses and architectural styles.
- ☒ Conceptual site plan (to scale) showing proposed location of new structures, parking areas and landscaping.
- ☒ Conceptual sketches of primary exterior elevations showing architectural character of the proposed development, materials, colors, shadow lines and landscaping.

Additional Submittal Requirements:

Final Approval – Proposed Development

- _____ A final written narrative describing how the project conforms with the conceptual approval and design review guidelines of Sec. 16-3-106.F.3.
- _____ Final site development plan meeting the requirements of Appendix D: D-6.F.
- _____ Final site lighting and landscaping plans meeting the requirements of Appendix D: D-6.H and D-6.I.
- _____ Final floor plans and elevation drawings (1/8"=1'-0" minimum scale) showing exterior building materials and colors with architectural sections and details to adequately describe the project.
- _____ A color board (11"x17" maximum) containing actual color samples of all exterior finishes, keyed to the elevations, and indicating the manufacturer's name and color designation.
- _____ Any additional information requested by the Design Review Board at the time of concept approval, such as scale model or color renderings, that the Board finds necessary in order to act on a final application.

Additional Submittal Requirements:

Alterations/Additions

- _____ All of the materials required for final approval of proposed development as listed above, plus the following additional materials.
- _____ A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
- _____ Photographs of existing structure.

Additional Submittal Requirements:

Signs

- _____ Accurate color rendering of sign showing dimensions, type of lettering, materials and actual color samples.

For freestanding signs:

- _____ Site plan (1"=30' minimum scale) showing location of sign in relation to buildings, parking, existing signs, and property lines.
- _____ Proposed landscaping plan.

For wall signs:

- _____ Photograph or drawing of the building depicting the proposed location of the sign.
- _____ Location, fixture type, and wattage of any proposed lighting.

Note: All application items must be received by the deadline date in order to be reviewed by the DRB per LMO Appendix D: D-23.

A representative for each agenda item is strongly encouraged to attend the meeting.

Are there recorded private covenants and/or restrictions that are contrary to, conflict with, or prohibit the proposed request? If yes, a copy of the private covenants and/or restrictions must be submitted with this application. ☐ YES ☐ NO

To the best of my knowledge, the information on this application and all additional documentation is true, factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hilton Head Island. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.

I further understand that in the event of a State of Emergency due to a Disaster, the review and approval times set forth in the Land Management Ordinance may be suspended.

SIGNATURE

DATE

**Coligny Circle Pocket
Park**

Narrative

October 8th, 2024

DRB-0011328-2024



Coligny Circle Pocket Park – Conceptual DRB Submittal

Hilton Head Island, South Carolina

Parcel Number: **R552 018 000 0244 0000**

Design Review Board Narrative

September 24, 2024

The Town of Hilton Head Island (TOHHI) is proposing development of a Town-owned parcel located between Coligny Circle and the Coligny Plaza shopping center. The proposed development is intended to be a town pocket park. The property is zoned CR Coligny Resort and is located within the Corridor Overlay District.

The parcel currently has limited development but includes a town stormwater facility with wood retaining wall and commercial identification sign. An 8' multi-use path is located within the Coligny Circle right of way and connects Pope Avenue to North Forest Beach drive.

Design:

The proposed development of the park will provide new civic space and allow for pedestrian connectivity between Pope Avenue and North Forest Beach and from the multi-use path to the adjacent commercial center. Civic gathering space will energize the park and provide visual continuity between public and private properties. Low level pedestrian lighting is envisioned to provide safe movement along the multi-use path and within the park. The existing 8' wide multi-use path will be replaced with a new 12' wide path to safely accommodate both pedestrian and bicycle movements. Decorative permeable pavers will be used to maintain Hilton Heads best in class parks.

Stormwater:

An existing dry pond within the project site serves as a surge relief valve for the undersized pipeline within the Coligny Circle right-of-way. The project proposes to disturb approximately .5 acres. The existing dry pond will be reshaped as part of the park project but will have equal or greater storage volume than the existing condition. The reconfigured dry pond will store approximately 7,000 Cubic feet of stormwater using 7.5' as top of bank and 5.0' as bottom. The northern pond limits are a retaining wall to maximize storage volume. The southern side is a 3:1 slope, while the western and eastern sides are terraced. The stormwater feature is envisioned to be designed as a bio-retention area reminiscent of indigenous wetland grass areas creating a visual amenity. Interpretive signage overlooking the bio-retention area will provide civic education and awareness of stormwater facility design and landscape functions.

Pervious pavement will be used for most park elements. The only impervious increase will be the proposed pathway widening.



An infiltration BMP is proposed to filter the stormwater received from the parking areas. New grate inlets and storm pipes are proposed to collect and route runoff to the re-configured dry pond. The existing RCP outlet pipe from the pond will not be altered or modified with a control structure.

Hardscape and Site Furnishings:

To minimize impervious surfaces, decorative permeable pavers will be a primary hardscape design feature of the civic use areas. The civic space will also include a variety of seating types, decorative railings, a potential gathering area and shade trellis, bike racks, and trash cans.

Landscape Design:

Landscape design will use a planting scheme that provides groundcovers and low shrubs in the foreground with taller shrubs and tree plantings to be used in the rear to help buffer the views of Coligny Plaza parking areas and commercial buildings from Coligny Circle. The existing Live Oaks will be preserved to maintain a quality tree canopy. Impacts to the specimen live oak will be minimized. Tree replacement and mitigation will be provided per TOHH LMO requirements of 1" per 10" caliper inch removed.

The stormwater dry pond will be planted with native and/or regionally appropriate grasses suitable for occasional water inundation to create a more aesthetic wetland grass look.

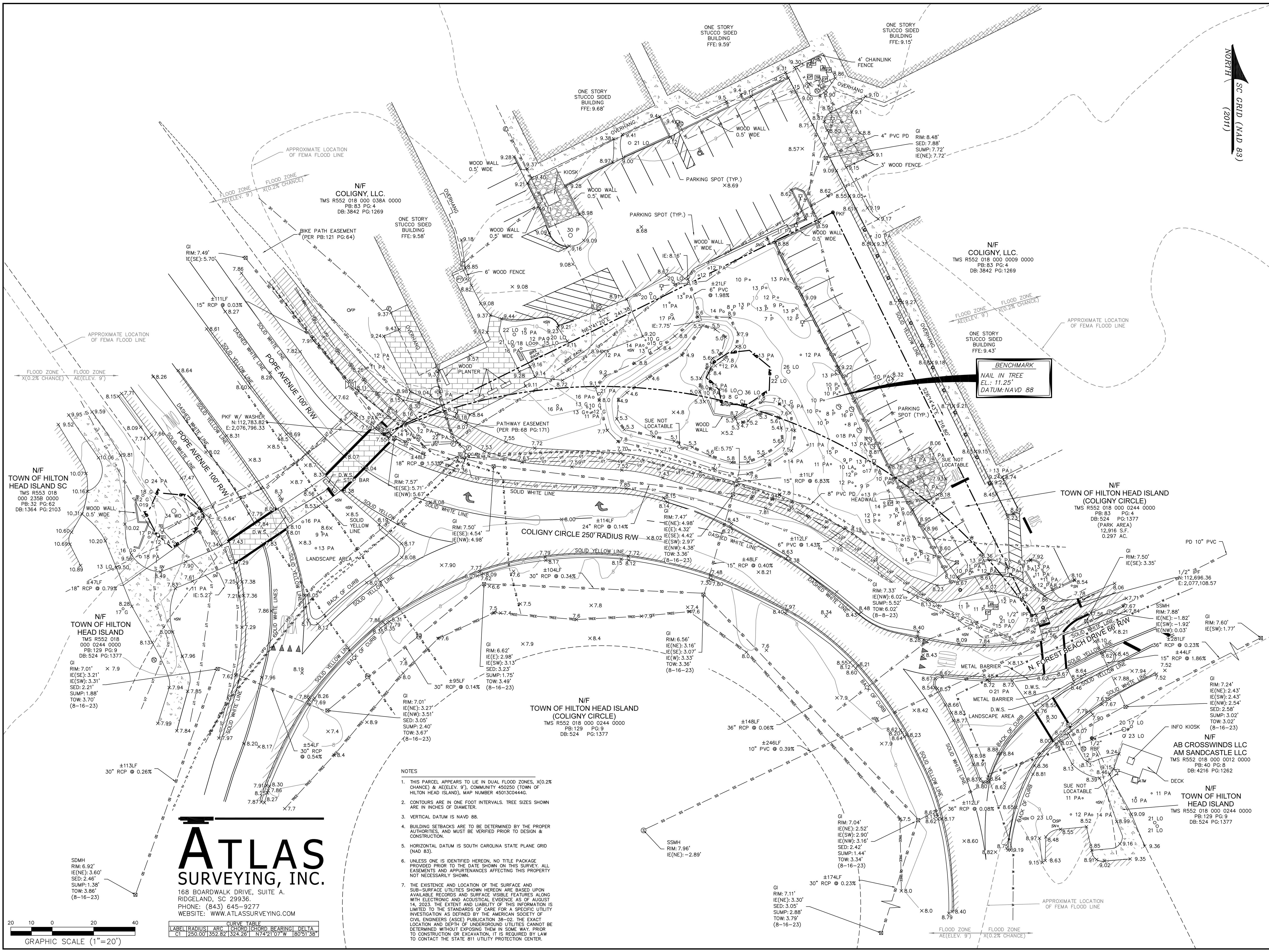
Buffers and Setbacks:

The development of Coligny Plaza and much of the Coligny Circle area preceded the LMO creating non-conformities for this site and its desired use for civic space. The design is intended to improve non-conformities where possible to allow for public access, and to provide pedestrian and bicycle connectivity to adjacent parcel.

SCDOT:

Encroachment permits will be coordinated and obtained through SCDOT for development within the Coligny Circle Right-of-way.

**Coligny Circle Pocket
Park
Boundary Survey
October 8th, 2024
DRB-0011328-2024**



VICINITY MAP NOT TO SCALE

LEGEND

- IPF ● IRON PIPE FOUND
- PKF ● PK NAIL FOUND
- RBF ● IRON REBAR FOUND
- AIR RELEASE VALVE
- BOLLARD
- CABLE JUNCTION BOX
- CONTROL PANEL
- ELECTRIC METER
- ELECTRIC MANHOLE
- FIBER OPTIC MANHOLE
- FLAG POLE
- FORCEMAIN MANHOLE
- GRATE INLET
- GROUND LIGHT
- HANDICAP PARKING
- JUNCTION BOX
- LIGHT POLE
- PROPANE TANK
- STORM DRAIN MANHOLE
- SPOT ELEVATION
- SIGN
- SPIGOT
- SANITARY SEWER MANHOLE
- SECURITY POLE
- TELEPHONE JUNCTION BOX
- TRANSFORMER-ELECTRIC
- TRASH CAN
- WATER METER
- SWEET GUM
- LIVE OAK
- PINE
- PALMETTO
- WATER OAK
- BACK OF CURB
- DETECTABLE WARNING SURFACE
- FINISHED FLOOR ELEVATION
- INVERT ELEVATION
- PIPE DIRECTION
- POLYVINYL CHLORIDE PIPE
- RCP
- TOP OF SEDIMENT
- BB
- BOTTOM OF BANK
- S
- CONTOUR LINE
- X
- FENCE LINE
- FM
- FORCEMAIN
- TB
- TOP OF BANK
- CPT
- TREE CANOPY
- TREE
- TREE LINE
- SD
- UNDERGROUND DRAINAGE LINE
- UE
- UNDERGROUND ELECTRIC LINE
- UFO
- UNDERGROUND FIBER OPTICS LINE
- SS
- UNDERGROUND SEWER LINE
- UT
- UNDERGROUND TELEPHONE
- TV
- UNDERGROUND TV LINE
- W
- UNDERGROUND WATER LINE
- BRICK
- CONCRETE
- DETECTABLE WARNING SURFACE
- EDGE OF PAVEMENT
- GRAVEL

REFERENCES

1. DB:524	PG:1377
2. PB:83	PG:4
3. PB:121	PG:64
4. PB:32	PG:62
5. PB:71	PG:68

PREPARED FOR:
TOWN OF HILTON HEAD
A PARTIAL AS-BUILT, TREE AND TOPOGRAPHIC SURVEY OF
#3 COLIGNY CIRCLE
COLIGNY PLAZA
TAX PARCEL No. R552 018 000 0244 0000
HILTON HEAD ISLAND
BEAUFORT COUNTY, SOUTH CAROLINA

N/F
AB CROSSWINDS LLC
AM SANDCASTLE LLC
TMS R552 018 000 0012 0000
PB:40 PG:8
DB:4216 PG:1262

N/F
TOWN OF HILTON HEAD ISLAND
TMS R552 018 000 0244 0000
PB:129 PG:9
DB:524 PG:1377

FIELD WORK: JWR
DRAWN BY: JWR
FIELD DATE: 8-16-2023
PLAT DATE: 08-24-2023
SCALE: 1"=20'
PROJECT No.: BFT-23186
FILE: BFT-23186 AT1.DWG

SOUTH CAROLINA
ATLAS SURVEYING
BFT, LLC.
No. C05928
STATE OF SOUTH CAROLINA

SOUTH CAROLINA
PROFESSIONAL
LAND SURVEYOR
JEREMY W. REEDER
No. 28139
STATE OF SOUTH CAROLINA

I HEREBY STATE THAT TO THE BEST OF MY PROFESSIONAL KNOWLEDGE, INFORMATION, AND BELIEF, THE SURVEY SHOWN HEREIN WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE STANDARDS OF PRACTICE MANUAL FOR SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS AS SPECIFIED THEREIN.

JEREMY W. REEDER
S.C.P.L.S. No. 28139
NOT VALID UNLESS CRIMPED WITH SEAL

**Coligny Circle Pocket
Park
Site Visit Photos
October 8th, 2024
DRB-0011328-2024**



1. EXISTING CONDITIONS



2. EXISTING CONDITIONS



3. EXISTING CONDITIONS



4. EXISTING PARKING



5. ENTRY LOOKING FROM PEDESTRIAN WALK



6. ENTRY LOOKING FROM COLIGNY CIRCLE



7. ADJACENT PEDESTRIAN CONNECTION



8. ADJACENT COMMERCIAL



9. CAROLINA COFFEE & CRUMBS (LEFT)



10. RITA'S BARBER STYLIST (RIGHT)



11. COLIGNY BEACH PARK



12. LOWCOUNTRY CELEBRATION PARK



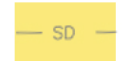
WOOD+PARTNERS
LANDSCAPE ARCHITECTURE
LAND PLANNING

COLIGNY CIRCLE POCKET PARK - CONTEXT PHOTOS

Hilton Head Island, SC
September 24, 2024

**Coligny Circle Pocket
Park
Site Analysis
October 8th, 2024
DRB-0011328-2024**

GRAPHIC LEGEND

-  **Specimen Tree**
-  **Non Significant or Specimen Live Oak**
-  **Low Quality Tree**
-  **Storm Drainage**
-  **Bioretention Area**
-  **Pedestrian Circulation**
-  **Pedestrian Connection To Adjacent Commercial**
-  **Multi-Use Expanded Walk**
-  **Civic Plaza**
-  **Existing Conditions Photo Locations**
-  **Property Boundary**



**Coligny Circle Pocket
Park
Conceptual Plan Set
October 8th, 2024
DRB-0011328-2024**

C:\Projects\HillPark\Coligny Circle Pocket Park_T01.dwg, Wednesday, September 18, 2024, Printed By: Colina Morello
This document and all reproducible copies of this document are the property of Wood + Partners, Inc. reproduction or alterations of this drawing without the written consent of Wood + Partners, Inc. is not permitted. If this sheet is less than 30"x42" it is a reduced print, scale accordingly

N/F
COLIGNY, LLC.
TMS R552 018 000 0009 0000
PB: 83 PG: 4
DB: 3842 PG: 1269

PROJECT / PROPERTY INFORMATION:
PROJECT NAME: COLIGNY CIRCLE POCKET PARK
ZONING DISTRICT: COLIGNY RESORT (CR)
OVERLAY DISTRICT: CORRIDOR OVERLAY
PARCEL NUMBER: R552 018 000 0244 0000
ADDRESS: 109 POPE AVE, HHI, SC
GROSS SITE ACREAGE: 0.29 ACRES
EXISTING IMPERVIOUS COVER: XXXXXX S.F.
PROPOSED IMPERVIOUS COVER: XXXXXX S.F.
LIMIT OF DISTURBANCE: XXXXX S.F.
BUILDING USE: 0 S.F.

N/F
COLIGNY, LLC.
TMS R552 018 000 0009 0000
PB: 83 PG: 4
DB: 3842 PG: 1269

APPROXIMATE LOCATION
OF FEMA FLOOD LINE

ONE STORY
STUCCO SIDED
BUILDING
FFE: 9.43'

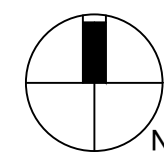
N/F
TOWN OF HILTON HEAD
(COLIGNY CIRCLE)
TMS R552 018 000 0009 0000
PB: 83 PG: 4
DB: 524 PG: 1269
(PARK AREA)
12,916 S.F.
0.297 AC

SITE SCHEDULE

CODE	DESCRIPTION	DETAIL
S-101	Pavement Type 1 (Oyster Shell Concrete)	1/L-300
S-102	Pavement Type 2 (Permeable Pavers - Linear)	2/L-300
S-103	Pavement Type 3 (Permeable Pavers - 3-Piece)	3/L-300
S-104	Truncated Domes	4/L-300
S-105	Seat Wall (Oyster Shell Stucco With Brick Cap)	3/L-301
S-106	Retaining Wall (Oyster Shell Stucco With Brick Cap)	
S-107	Grade Beams	
S-108	Pedestrian Guardrail	4/L-301
S-109	6" Landscape Curb	
S-110	TOHH Kiosk	5/L-301
S-111	Backed Bench	2/L-302
S-112	Backless Bench	1/L-302
S-114	Trash Receptacle	4/L-302
S-115	Bike Rack	7/L-302
S-116	Cafe Tables & Chairs	5/L-302
S-117	Bistro Tables & Chairs	6/L-302
S-118	Bollards	9/L-302
S-120	Interpretive Signage	

PAVEMENT TYPE:

- 1 PAVEMENT TYPE 1 (OYSTER SHELL CONCRETE)
2 PAVEMENT TYPE 2 (PERMEABLE PAVER - LINEAR)
3 PAVEMENT TYPE 3 (PERMEABLE PAVER - 3-PIECE)



SCALE: 1" = 10'-0"
SURVEY INFORMATION COMPILED FROM AS-BUILT SURVEY BY XXXXXXXX.
FILE XXXXXX.DWG, DATED XXXXX.XX.XXXXXX.

COLIGNY CIRCLE POCKET PARK

Hilton Head Island, SC,
29928

PROFESSIONAL SEAL:

DRAWN BY:
CM
CHECKED BY:
TG

This drawing is an instrument of
service & remains the property of
Wood+Partners Inc. It may not be
copied or reproduced in any
manner without written permission.

#	REVISION	DATE	BY

DATE
09-18-2024
PROJECT NUMBER
01-24026
SHEET TITLE

Site Plan

SHEET
NUMBER
L-100

WOOD+PARTNERS
ARCHITECTURE
LAND PLANNING

7 Lafayette Place | Hilton Head Island, SC 29928
www.woodpartners.com | 843.661.6616

C:\Projects\Hill Park\Coligny Circle Pocket Park_TOH\1 SD-C\1 Production\01 Work Preliminary\01-24026-300-Details.dwg, Wednesday, September 18, 2024, Printed By: Celina Morello
This document and all reproducible copies of this document are the property of wood + partners, inc. reproduction or alterations of this drawing without the written consent of wood + partners, inc. is not permitted. If this sheet is less than 30"x42" it is a reduced print, scale accordingly



MATERIAL SELECTION:
PRODUCT: 4" OR 6" CONCRETE
WITH REINFORCEMENT
COLOR: NATURAL
FINISH: TABBY VW/
- 50% #2 SHELL
- 50% #3 SHELL
- @1.5 LBS PER SF

1 PAVEMENT TYPE 1 (OYSTER SHELL CONCRETE)

SCALE: NTS



COLOR:
WHITE TAN



(PATTERN ONLY)

2 PAVEMENT TYPE 2 (PERMEABLE PAVER - LINEAR)

SCALE: NTS



OPTIONAL COLOR:
WHITE BROWN

MATERIAL SELECTION:
MNFR: LOW COUNTRY PAVER
PRODUCT: HYDRAPLANK
SIZE(S): 4 1/13" X 13"
COLOR: WHITE TAN
PATTERN: STAGGERED
RUNNING BOND
*WITH #89 AGGREGATE
WITHIN VOIDS
*OPTIONAL TABBY FINISH



(PATTERN ONLY)

3 PAVEMENT TYPE 3 (PERMEABLE PAVER - 3-PIECE)

SCALE: NTS



COLOR:
COLIGNY

MATERIAL SELECTION:
MNFR: LOW COUNTRY PAVER
PRODUCT: HYDRAEDGE
SIZE(S): 7 7/8" X 3 7/8", 7 7/8" X
7 7/8" & 11 3/4" X 7 7/8"
COLOR: COLIGNY
PATTERN: 3-PIECE
*WITH #89 AGGREGATE
WITHIN VOIDS
*OPTIONAL TABBY FINISH



MATERIAL SELECTION:
MNFR: LOW COUNTRY PAVER
PRODUCT: HANDICAP (ADA)
& PARKING PAVERS
SIZE(S): 7 7/8" X 3 7/8"
COLOR: NATURAL GRAY

4 TRUNCATED DOME PAVERS

SCALE: NTS

COLIGNY CIRCLE POCKET PARK

Hilton Head Island, SC,
29928

PROFESSIONAL SEAL:

DRAWN BY:
CM
CHECKED BY:
TG

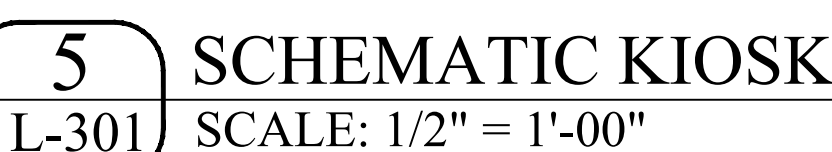
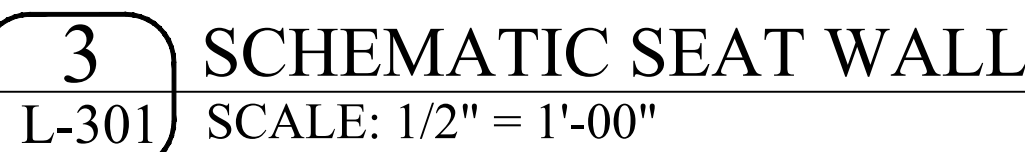
This drawing is an instrument of
service & remains the property of
Wood+Partners Inc. It may not be
copied or reproduced in any
manner without written permission.

#	REVISION	DATE	BY

DATE
09-18-2024
PROJECT NUMBER
01-24026
SHEET TITLE

MATERIAL
DETAILS

SHEET
NUMBER
L-300



C:\Projects\Hill Park\Coligny Circle Pocket Park_T04HJL SP-CA\Production\01_Work Preliminary\01-24026-300-Details.dwg, Tuesday, September 24, 2024, Printed By: Chandler Corning
This document and all reproducible copies of this document are the property of Wood + Partners, Inc. reproduction or alterations of this drawing without the written consent of Wood + Partners, Inc. is not permitted. If this sheet is less than 30"x42" it is a reduced print, scale accordingly



PRODUCT SELECTION:
MNFR: LANDSCAPEFORMS
PRODUCT: PARALLEL 42 BENCH
COLOR: JARRAH EXTERIOR,
BRONZE METALLIC POWDER
COAT METAL
MOUNTING: SURFACE MOUNT

1 BACKLESS BENCH
SCALE: NTS



PRODUCT SELECTION:
MNFR: EQUIPARC
PRODUCT: TANGO BENCH WITH
BACKREST
COLOR: JARRAH WITH BRONZE
SEMI-GLAZE FINISH
MOUNTING: SURFACE MOUNT

2 BACKED BENCH
SCALE: NTS



PRODUCT SELECTION:
MNFR: LANDSCAPEFORMS
PRODUCT: LINK
COLOR: JARRAH EXTERIOR, BRONZE
METALLIC POWDER COAT METAL
MOUNTING: TOP OF WALL MOUNT

3 SEAT WALL BENCH
SCALE: NTS



PRODUCT SELECTION:
MNFR: VICTOR STANLEY
PRODUCT: EB-36
COLOR: BRONZE
MOUNTING: FREE STANDING

4 TRASH RECEPTACLE
SCALE: NTS



PRODUCT SELECTION:
MNFR: SITESCAPES
PRODUCT: AVONDALE
CAROUSEL 48", 4 BACKED CHAIRS
COLOR: IPE WOOD WITH
BRONZE POWDER COAT
MOUNTING: SURFACE

5 TABLES & CHAIRS
SCALE: NTS



PRODUCT SELECTION:
MNFR: LANDSCAPEFORMS
PRODUCT: EVERYDAY CHAIR &
CATENA TABLE
COLOR: BRONZE METALLIC
POWDER COAT
MOUNTING: SURFACE (CHAIRS),
EMBEDDED (TABLES)

6 BISTRO TABLES & CHAIRS
SCALE: NTS



PRODUCT SELECTION:
MNFR:
PRODUCT:
COLOR: FSC HARDWOOD II &
TERRA BROWN POWDER COAT
MOUNTING: EMBEDDED

7 BIKE RACK
SCALE: NTS



PRODUCT SELECTION:
MNFR: MOST DEPENDABLE
FOUNTAINS, INC.
PRODUCT: 125 SM
COLOR: TEXTURED COPPER

8 HOSE BIB
SCALE: NTS



PRODUCT SELECTION:
MNFR: STREETLIFE
PRODUCT: ROUGH&READY
BOLLARDS
COLOR: FSC HARDWOOD &
TERRA BROWN POWDER COAT
METAL
MOUNTING: EMBEDDED

9 BOLLARD
SCALE: NTS

DESIGN TEAM/DRB COMMENT SHEET

*The comments below are staff recommendations to the Design Review Board (DRB)
and do NOT constitute DRB approval or denial.*

PROJECT NAME: 109 Pope Avenue – Coligny Circle Pocket Park

DRB-001328-2024

DATE: 10/08/2024

CATEGORY: Conceptual

RECOMMENDATION: Approval ☐

Approval with Conditions ☒

Denial ☐

APPLICATION MATERIAL

DRB REQUIREMENTS	Complies Yes	No	Not Applicable	Comments or Conditions
Demolition Plan if needed	☐	☒	☐	
Existing Conditions match As-Built	☐	☒	☐	
Dimensioned Details and of Sections	☒	☐	☐	
Detail Illustrating Connection to Existing Structure	☐	☒	☐	Provide elevations and renderings of the proposed design including landscaping, hardscaping and site furnishings.
New Building Details Match Existing Building Details	☐	☐	☒	

ARCHITECTURAL DESIGN

DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Structure is designed to be appropriate to the neighborhood	☒	☐	☐	
Promotes pedestrian scale and circulation	☒	☐	☐	
Design is unobtrusive and set into the natural environment	☒	☐	☐	
Utilizes natural materials and colors	☒	☐	☐	Provide a 11" x 17" material and color board.
Avoids distinctive vernacular styles	☒	☐	☐	

Design is appropriate for its use	☒	☐	☐	
All facades shall have equal design characteristics	☐	☐	☒	
Avoids monotonous planes or unrelieved repetition	☒	☐	☐	
Has a strong roof form with enough variety to provide visual interest	☒	☐	☐	
Overhangs are sufficient for the façade height.	☐	☐	☒	
Forms and details are sufficient to reduce the mass of the structure	☒	☐	☐	
Human scale is achieved by the use of proper proportions and architectural elements	☒	☐	☐	
Utilizes a variety of materials, textures and colors	☒	☐	☐	
Incorporates wood or wood simulating materials	☒	☐	☐	
Windows are in proportion to the facade	☐	☐	☒	
Details are clean, simple and appropriate while avoiding excessive ornamentation	☒	☐	☐	
Utilities and equipment are concealed from view	☐	☒	☐	Provide any screening for utilities on-site.
Decorative lighting is limited and low wattage and adds to the visual character	☐	☒	☐	Provide a lighting plan.
Accessory elements are designed to coordinate with the primary structure	☒	☐	☐	

LANDSCAPE DESIGN				
DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Treats the Landscape as a major element of the project	☒	☐	☐	Provide existing and proposed landscape plan.
Provides Landscaping of a scope and size that is in proportion to the scale of the development	☒	☐	☐	
Landscape is designed so that it may be maintained in its natural shape and size	☐	☒	☐	Provide a tree survey.
Preserves a variety of existing native trees and shrubs	☒	☐	☐	
Provides for a harmonious setting for the site's structures, parking areas or other construction	☒	☐	☐	
Location of existing trees and new trees provides street buffers, mitigation for parking lots, and an architectural complement that visually mitigates between parking lots and building(s)	☐	☐	☒	
Shrubs are selected to complement the natural setting, provide visual interest and screen less-desirable elements of the project	☐	☒	☐	
A variety of species is selected for texture and color	☐	☒	☐	

Provides overall order and continuity of the Landscape plan	☐	☒	☐	
Native plants or plants that have historically been prevalent on the Island are utilized	☐	☒	☐	
A variety of sizes is selected to create a "layered" appearance for visual interest and a sense of depth	☐	☒	☐	
The location of existing mature trees is taken into account in placement of shrubs so as not to damage tree roots	☐	☒	☐	
Proper spacing and location for plants to reach their mature size and natural shape while avoiding excessive or unnatural pruning	☐	☒	☐	
Proposed groundcovers are evergreen species with low maintenance needs	☐	☒	☐	
Large, grassed lawn areas encompassing a major portion of the site are avoided	☐	☐	☒	
The adjacent development is taken into account in determining the most appropriate buffer so as not to depart too dramatically from the neighborhood	☐	☐	☒	
Ornamentals and Annuals are limited to entrances and other focal points	☐	☒	☐	

NATURAL RESOURCE PROTECTION

DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
An effort has been made to preserve existing trees and under story plants	☐	☐	☒	
Supplemental and replacement trees meet LMO requirements for size, species and number	☐	☐	☒	
Wetlands if present are avoided and the required buffers are maintained	☐	☐	☒	
Sand dunes if present are not disturbed	☒	☐	☐	

COMMENTS & CONDITIONS

1. Staff recommends approval of the conceptual design submittal with the following conditions:
 - a. The subject site is located within the Forest Beach HOA. Please contact them to submit your project for approval prior to DRB Final Review.
 - b. The subject site is located within the Sea Pines CSA ARB. Please contact Joan Berger at joan@csaseapines.com.
 - c. Provide elevations and renderings of the proposed design including landscaping, hardscaping and site furnishings.
 - d. Provide a tree survey.

- | |
|---|
| <ul style="list-style-type: none">e. Provide an existing and proposed landscape plan.f. Provide any screening for utilities on-site.g. Provide a lighting plan.h. Provide a 11" x 17" material and color board. <p>2. Any additional information as required by the Board.</p> |
| |
| |

**59 Pope Avenue
Pavilion at The Bank
Conceptual
October 8th, 2024
DRB-001329-2024**



Town of Hilton Head Island
Community Development Department
One Town Center Court
Hilton Head Island, SC 29928
Phone: 843-341-4757 Fax: 843-842-8908
www.hiltonheadislandsc.gov

FOR OFFICIAL USE ONLY

Date Received: _____
Accepted by: _____
DRB #: _____
Meeting Date: _____

Applicant/Agent Name: SARAH KEPPLER Company: PEARCE SCOTT ARCHITECTS
Mailing Address: 6 STATE OF MIND ST. City: BLUFFTON State: SC Zip: 29910
Telephone: 843.837.5700 Fax: — E-mail: SARAH@PSMOTARCH.COM
Project Name: PAVILION @ THE BANK Project Address: 59 POPE AVE.
Parcel Number [PIN]: R552 018 000 2026 0000
Zoning District: RESORT DEVELOPMENT Overlay District(s): CORRIDOR OVERLAY

**CORRIDOR REVIEW, MAJOR
DESIGN REVIEW BOARD (DRB) SUBMITTAL REQUIREMENTS**

Digital Submissions may be accepted via e-mail by calling 843-341-4757.

Project Category:

☒ Concept Approval – Proposed Development ☐ Alteration/Addition
☐ Final Approval – Proposed Development ☐ Sign

Submittal Requirements for *All* projects:

- ☒ Private Architectural Review Board (ARB) Notice of Action (if applicable): When a project is within the jurisdiction of an ARB, the applicant shall submit such ARB's written notice of action per LMO Section 16-2-103.I.4.b.iii.01. Submitting an application to the ARB to meet this requirement is the responsibility of the applicant. - **APPROVED**
- ☒ Filing Fee: Concept Approval-Proposed Development \$175, Final Approval – Proposed Development \$175, Alterations/Additions \$100, Signs \$25; cash or check made payable to the Town of Hilton Head Island.

Additional Submittal Requirements:

Concept Approval – Proposed Development

- ☒ A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
- ☒ A site analysis study to include specimen trees, access, significant topography, wetlands, buffers, setbacks, views, orientation and other site features that may influence design.
- ☒ A draft written narrative describing the design intent of the project, its goals and objectives and how it reflects the site analysis results.
- ☒ Context photographs of neighboring uses and architectural styles.
- ☒ Conceptual site plan (to scale) showing proposed location of new structures, parking areas and landscaping.
- ☒ Conceptual sketches of primary exterior elevations showing architectural character of the proposed development, materials, colors, shadow lines and landscaping.

Additional Submittal Requirements:

Final Approval – Proposed Development

- _____ A final written narrative describing how the project conforms with the conceptual approval and design review guidelines of Sec. 16-3-106.F.3.
- _____ Final site development plan meeting the requirements of Appendix D: D-6.F.
- _____ Final site lighting and landscaping plans meeting the requirements of Appendix D: D-6.H and D-6.I.
- _____ Final floor plans and elevation drawings (1/8"=1'-0" minimum scale) showing exterior building materials and colors with architectural sections and details to adequately describe the project.
- _____ A color board (11"x17" maximum) containing actual color samples of all exterior finishes, keyed to the elevations, and indicating the manufacturer's name and color designation.
- _____ Any additional information requested by the Design Review Board at the time of concept approval, such as scale model or color renderings, that the Board finds necessary in order to act on a final application.

Additional Submittal Requirements:

Alterations/Additions

- _____ All of the materials required for final approval of proposed development as listed above, plus the following additional materials.
- _____ A survey (1"=30' minimum scale) of property lines, existing topography and the location of trees meeting the tree protection regulations of Sec. 16-6-104.C.2, and if applicable, location of bordering streets, marshes and beaches.
- _____ Photographs of existing structure.

Additional Submittal Requirements:

Signs

- _____ Accurate color rendering of sign showing dimensions, type of lettering, materials and actual color samples.

For freestanding signs:

- _____ Site plan (1"=30' minimum scale) showing location of sign in relation to buildings, parking, existing signs, and property lines.
- _____ Proposed landscaping plan.

For wall signs:

- _____ Photograph or drawing of the building depicting the proposed location of the sign.
- _____ Location, fixture type, and wattage of any proposed lighting.

Note: All application items must be received by the deadline date in order to be reviewed by the DRB per LMO Appendix D: D-23.

A representative for each agenda item is strongly encouraged to attend the meeting.

Are there recorded private covenants and/or restrictions that are contrary to, conflict with, or prohibit the proposed request? If yes, a copy of the private covenants and/or restrictions must be submitted with this application. ☒YES ☐NO

To the best of my knowledge, the information on this application and all additional documentation is true, factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hilton Head Island. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.

I further understand that in the event of a State of Emergency due to a Disaster, the review and approval times set forth in the Land Management Ordinance may be suspended.

Sarah S. Keppel
SIGNATURE

09/24/24
DATE

**59 Pope Avenue
Pavilion at The Bank
Narrative
October 8th, 2024
DRB-001329-2024**



Design Review Board Narrative

New Pavilion
59, Pope Ave., Hilton Head Island, SC 29928
09-24-2024

We are requesting a new open-air Pavilion located on the property at 59 Pope Avenue. This project is located at "The Bank", an existing microbrewery and restaurant. The owner would like to build a roof covering an existing lounge bar area. This would enable more consistent use during the island's frequent rain showers.

The new Pavilion is designed to be a 10-sided structure surrounding an existing fully designed space on the property. Currently this area is fully landscaped and has a 3'-0" "live" (green) fence enclosing a graveled space. There is an outdoor bar and tables. Since this has been previously approved and permitted, we are leaving all the existing uses in place. We have designed a simple roof structure to protect this outdoor area from the weather. The 9'-0" high, 8" square wood columns w/ brackets support an 8"x10" beam. The roof has a 3:12 pitch (to match the existing building) with a small overlapping section at the ridge to encourage natural airflow.

The owner would like to paint the wood structure Charleston Green so that it blends into the existing densely landscaped space. The pavilion roof color is to be a dark bronze to match the existing building.

Thank you for your consideration.

Sincerely,

Sarah S. Kepple

Project Manager
Pearce Scott Architects
sarah@pscottarch.com
912.220.1505

**59 Pope Avenue
Pavilion at The Bank
FBOA ARB
October 8th, 2024
DRB-001329-2024**

FOREST BEACH OWNERS' ASSOCIATION, INC.

P O Box 6442

Hilton Head Island, SC 29938-6442

(843)785-5565 FAX (843) 342-3801

Email: FBAssn@gmail.com

September 23, 2023

OG Bank Holdings
Attn: Mr. Billy Watterson
59 Pope AV
Hilton Head Island, SC 29928

Re: 59 Pope AV – Exterior
Renovations & Additions
CFB
Permit Number 2024-0812001

Dear: Mr. Watterson:

Thank you for your submission for architectural review for an open air pavilion, roof and shed over outdoor TV and deck above an existing patio at the above location. We have reviewed your request for construction at the above location. This review and approval is based upon the following:

- 1) Our review is based upon the documents, drawings and narratives submitted to us. Application dated, August 12, 2024 and drawings dated August 8, 2024 along with your plan narrative
- 2) Building setbacks from property lines are to be 10' from the side and rear property lines, and 20' from the property line parallel to Pope Avenue.
- 3) Tree removal based upon the site plan is approved, subject to the required approval and mitigation by the Town of Hilton Head Island.
- 4) No construction, vertical, subterranean or otherwise, may be placed within any building setback or buffer. This includes, but is not limited to, the following: Service yards, HVAC equipment, above ground LPG storage tanks, storage yards, refuse receptacles, satellite dish/antenna, vehicle parking, decking or patios, hardscape materials or material of a non-pervious nature (e.g. cement walkways or driveways).
- 5) No exterior lighting, other than that shown on the submitted plans, is approved
- 6) All electrical and service equipment and any service yards and equipment must be screened from view by either vegetative or constructed screening.

Any changes/additions/modifications to the submitted and approved plans will be required to be submitted to the FBOA ARB for review and approval before construction of the change/addition/modification is begun. Failure to do so may result in a covenant violation. Items not shown on the submitted plans are not reviewed or approved and must be submitted with the final plans to be reviewed for approval.

Please make a note of any additional items that we require above. Failure to submit the requested documents for review prior to the start of construction may result in a covenant violation.

We must be notified, in writing, upon completion of the project. Assuming no discrepancies between the approved work and the inspected, finished project, we will conduct a final inspection and close our files on this project.

We have emailed a copy of your approval to the Town and contractor for their records as well as enclosing your ARB Building Permit. We request that the permit be posted at the site during construction alongside the Town of Hilton Head Island Building Permit. Please provide a copy of this approval to your contractor upon selection and have posted on site during construction.

Thank you for your submission, and, please do not hesitate to contact us with any questions.

Sincerely,

John D. Snodgrass

John D. Snodgrass,
Executive Director

JDS:me

Encl.

Cc: Town of Hilton Head Island, PIC – Email
Pearce Scott – Email
Town of Hilton Head Island, Natural Resources - Email

F750D1000

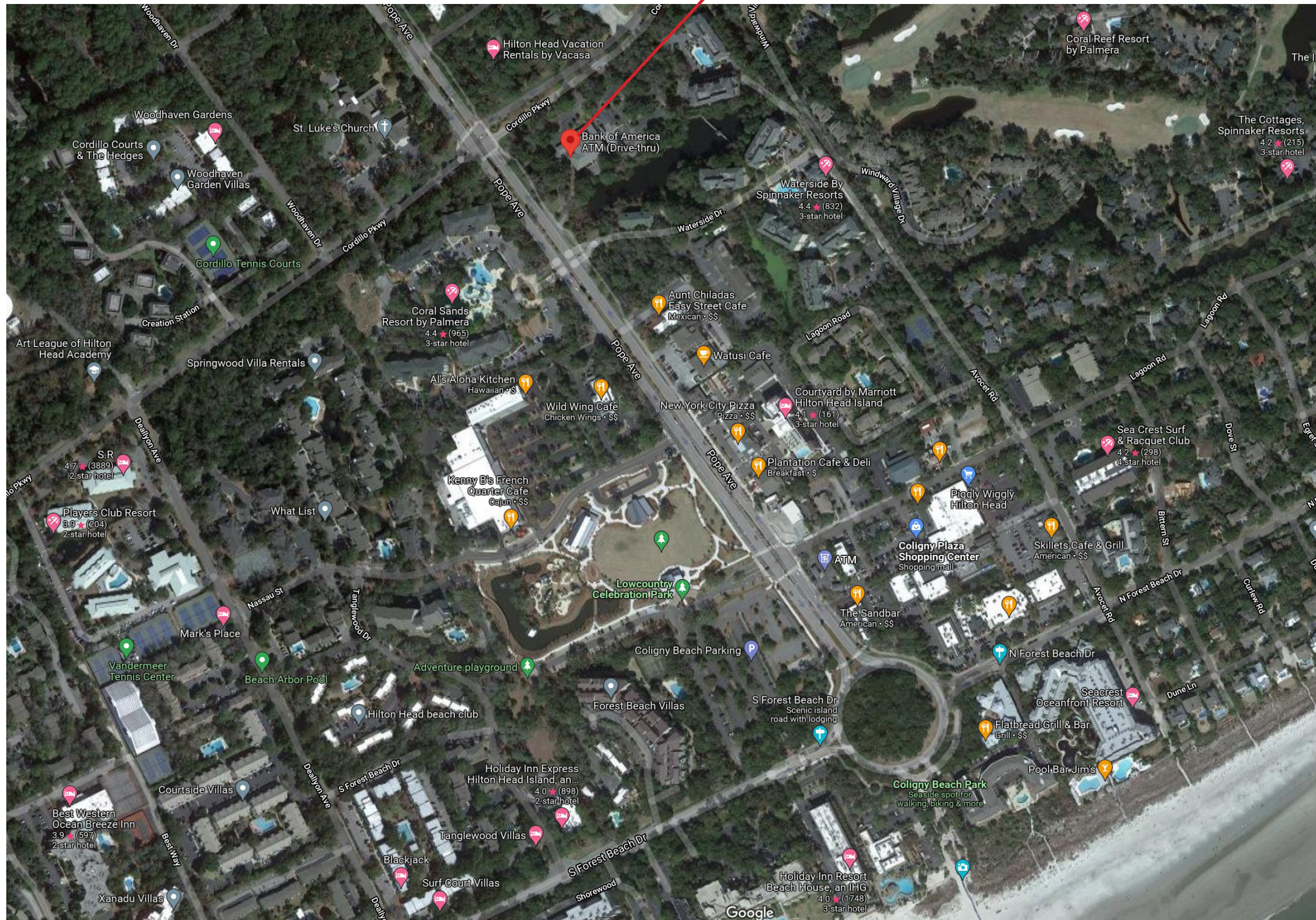
**59 Pope Avenue
Pavilion at The Bank
Site Visit Photos
October 8th, 2024
DRB-001329-2024**

The Bank
59 Pope Avenue, Hilton Head Island, SC
Existing Site Images - 07.09.24



Pearce@pscottarch.com // 6 State of Mind St., Suite 200, Bluffton, SC // 843.837.5700

✓ The Bank site



Site Map, context area

The Bank // 59 Pope Avenue, Hilton Head Island, SC
Existing Site Images // 09.24.24

Pearce@pscottarch.com
6 State of Mind St., Suite 200, Bluffton, SC
843.837.5700





View of site from Pope Avenue

The Bank // 59 Pope Avenue, Hilton Head Island, SC
Existing Site Images // 09.24.24

Pearce@pscottarch.com
6 State of Mind St., Suite 200, Bluffton, SC
843.837.5700



SCOPE OF WORK



View from inside the property

The Bank // 59 Pope Avenue, Hilton Head Island, SC
Existing Site Images // 09.24.24

Pearce@pscottarch.com
6 State of Mind St., Suite 200, Bluffton, SC
843.837.5700





Existing Entrance to Lounge (arch, fence, gravel, and landscaping to remain)

The Bank // 59 Pope Avenue, Hilton Head Island, SC
Existing Site Images // 09.24.24

Pearce@pscottarch.com
6 State of Mind St., Suite 200, Bluffton, SC
843.837.5700





View from Lounge back to building

The Bank // 59 Pope Avenue, Hilton Head Island, SC
Existing Site Images // 09.24.24

Pearce@pscottarch.com
6 State of Mind St., Suite 200, Bluffton, SC
843.837.5700





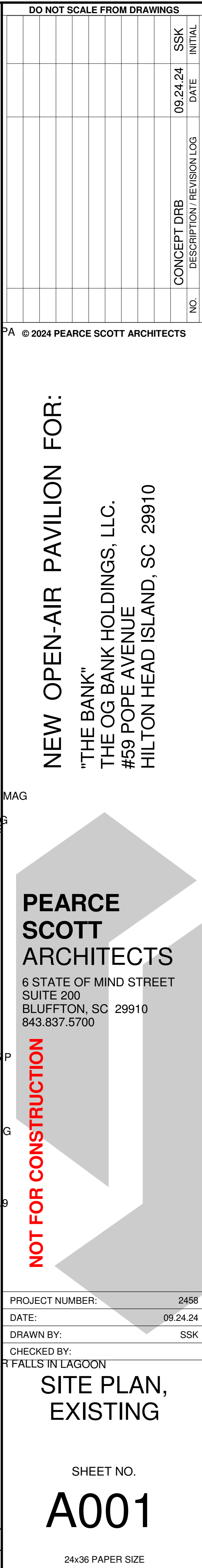
Existing bar and tables in Lounge Existing Entrance to Lounge (fence, gravel, and landscaping to remain)

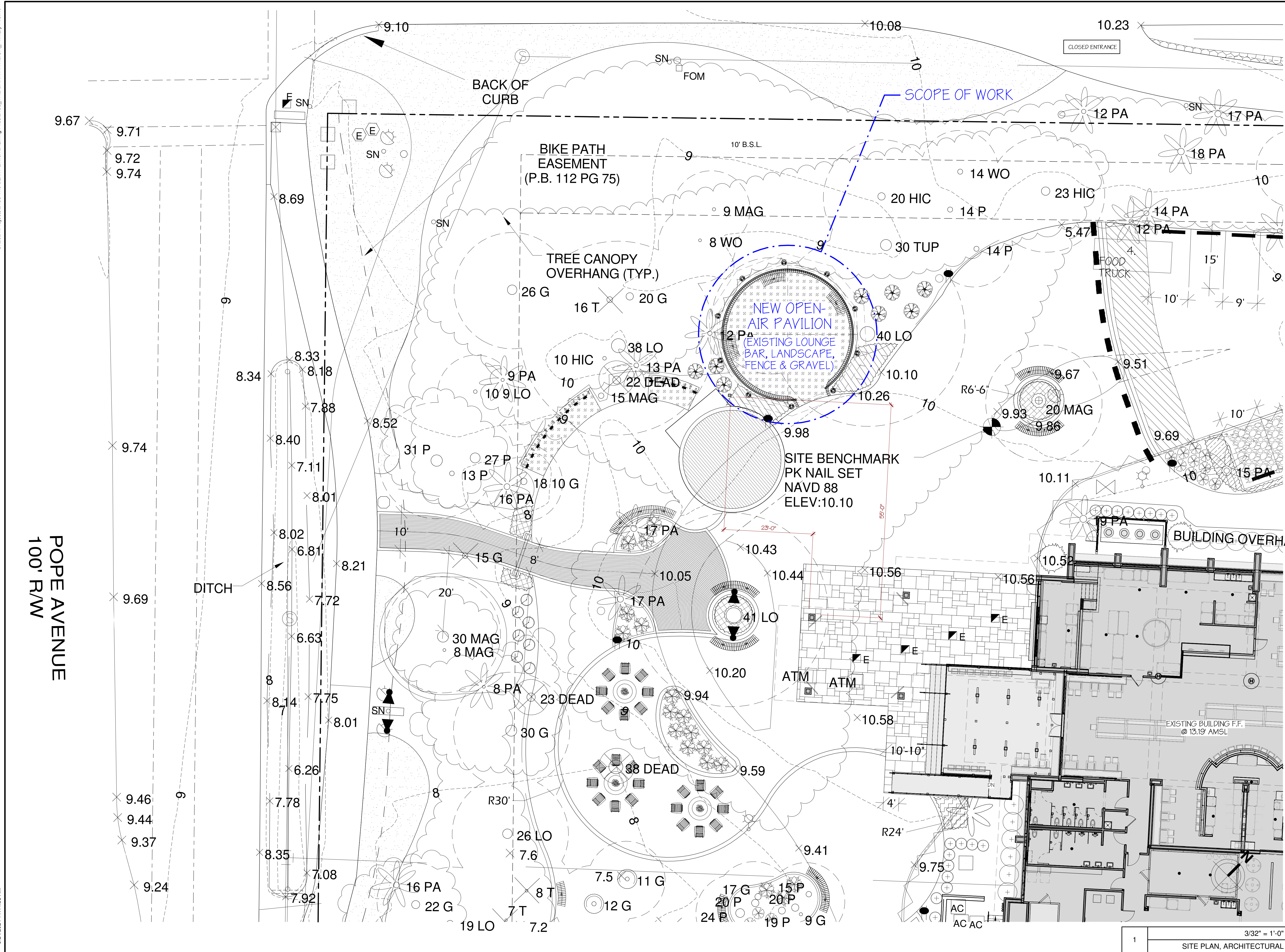
The Bank // 59 Pope Avenue, Hilton Head Island, SC
Existing Site Images // 09.24.24

Pearce@pscottarch.com
6 State of Mind St., Suite 200, Bluffton, SC
843.837.5700



**59 Pope Avenue
Pavilion at The Bank
Conceptual Plan Set
October 8th, 2024
DRB-001329-2024**





DO NOT SCALE FROM DRAWINGS			
NO.	CONCEPT DRB DESCRIPTION / REVISION LOG	09.24.24	SSK
		DATE	INITIAL

© 2024 PEARCE SCOTT ARCHITECTS

NEW OPEN-AIR PAVILION FOR:
"THE BANK"
THE OG BANK HOLDINGS, LLC.
#59 POPE AVENUE
HILTON HEAD ISLAND, SC 29910

PEARCE
SCOTT
ARCHITECTS
6 STATE OF MIND STREET
SUITE 200
BLUFFTON, SC 29910
843.837.5700

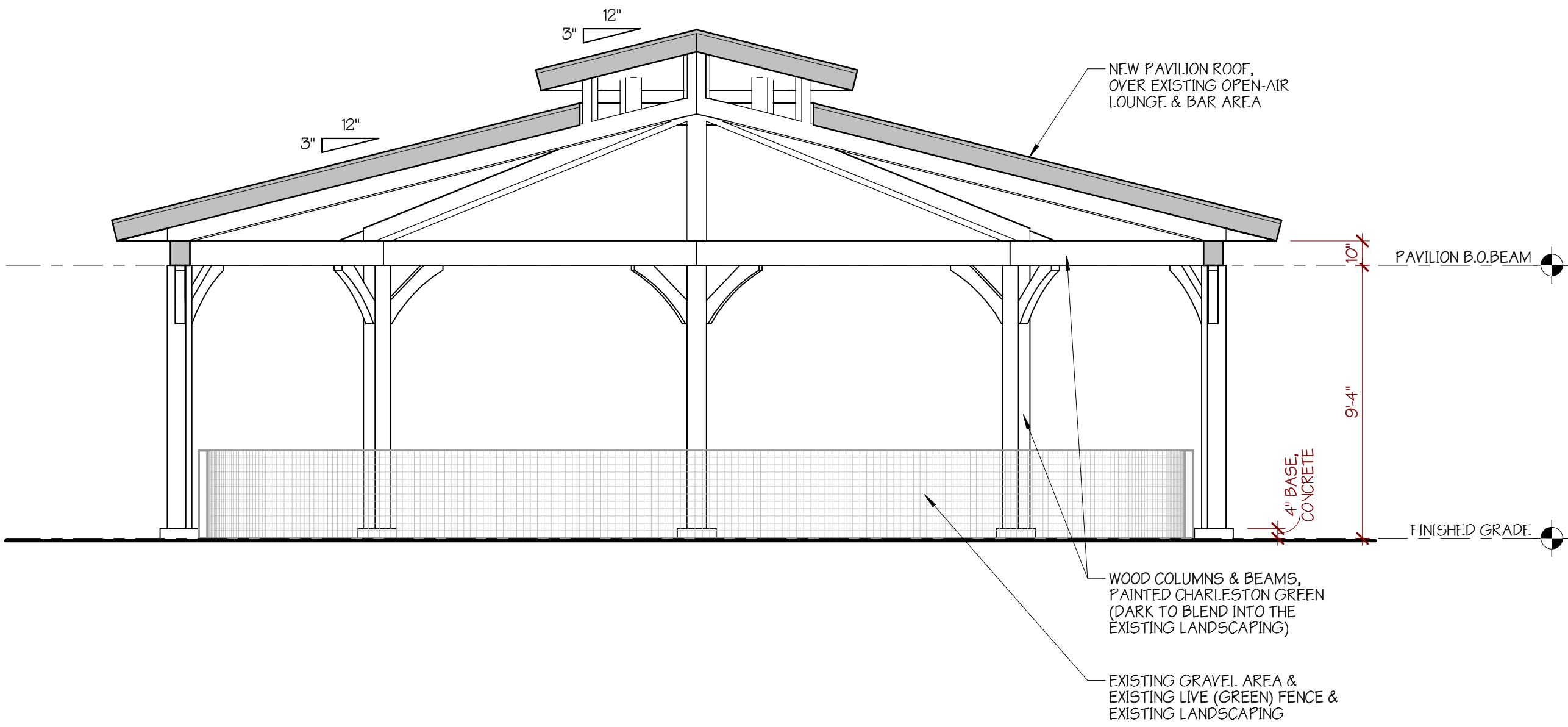
NOT FOR CONSTRUCTION

PROJECT NUMBER: 2458
DATE: 09.24.24
DRAWN BY: SSK
CHECKED BY:

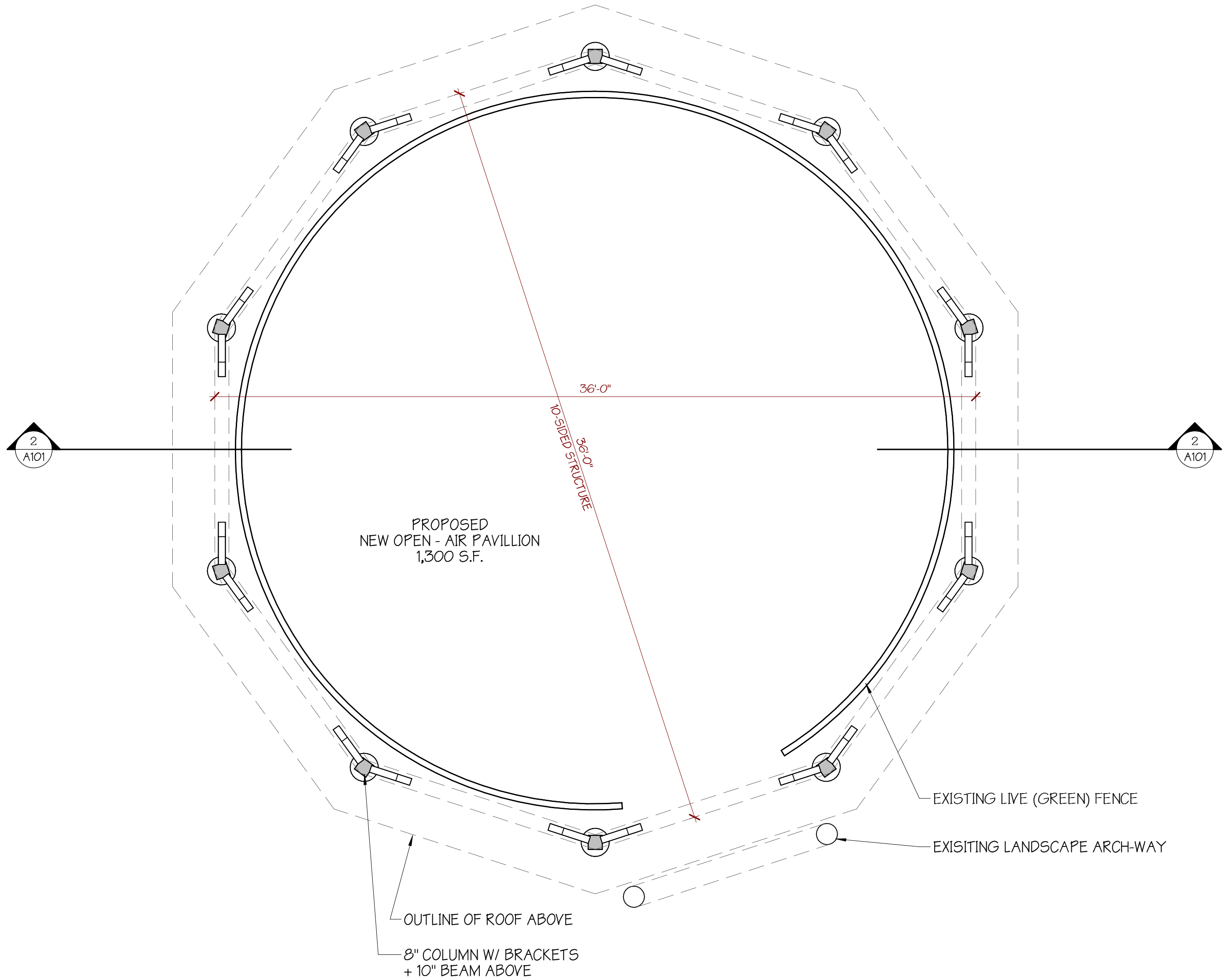
SITE PLAN,
PARTIAL

SHEET NO.
A002

24x36 PAPER SIZE



2	SECTION, CONCEPT
1/4" = 1'-0"	



1	FIRST FLOOR PLAN
1/4" = 1'-0"	

AREA CALCULATIONS

OPEN AIR PAVILLION : 1,053 S.F.

(checked 09/24/24 by SSK)

DO NOT SCALE FROM DRAWINGS									
								XXX	INITIAL
								XX.X.24	DATE
								XXX	DESCRIPTION / REVISION LOG
								NO.	

© 2024 PEARCE SCOTT ARCHITECTS

NEW OPEN-AIR PAVILION FOR:

"THE BANK"

THE OG BANK HOLDINGS, LLC.

#59 POPE AVENUE

HILTON HEAD ISLAND, SC 29910

**PEARCE
SCOTT
ARCHITECTS**

6 STATE OF MIND STREET
SUITE 200
BLUFFTON, SC 29910
843.837.5700

NOT FOR CONSTRUCTION

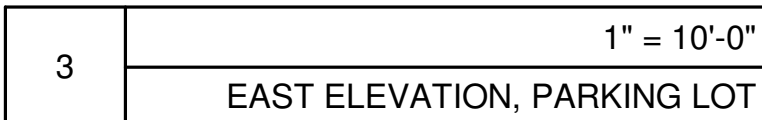
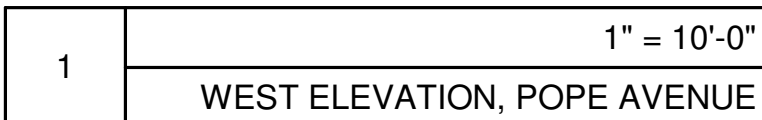
PROJECT NUMBER:	2458
DATE:	09.24.24
DRAWN BY:	SSK
CHECKED BY:	

PAVILION
CONCEPT PLAN
& SECTION

SHEET NO.

A101

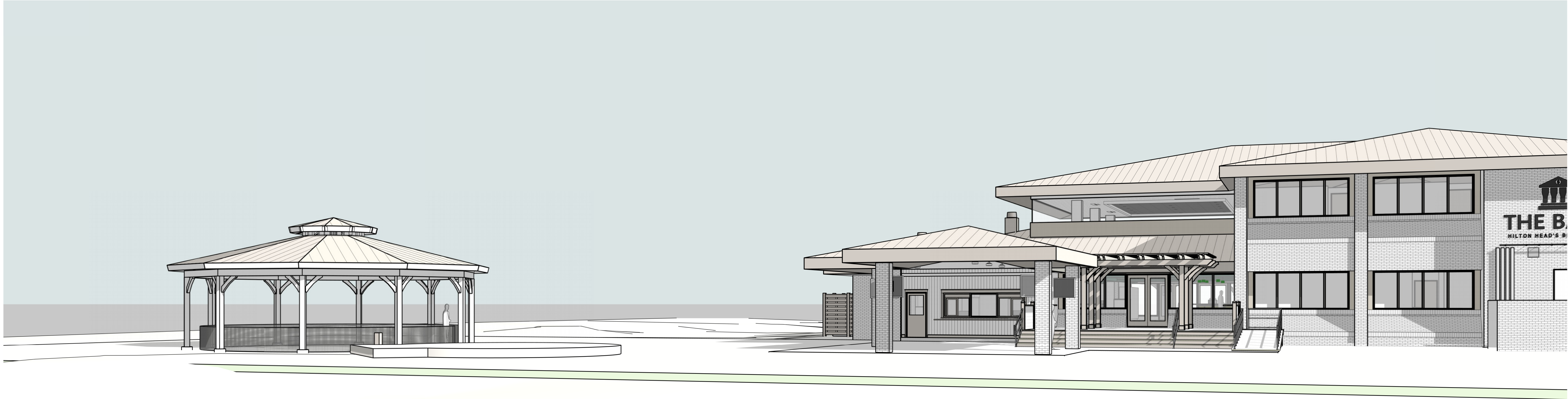
24x36 PAPER SIZE



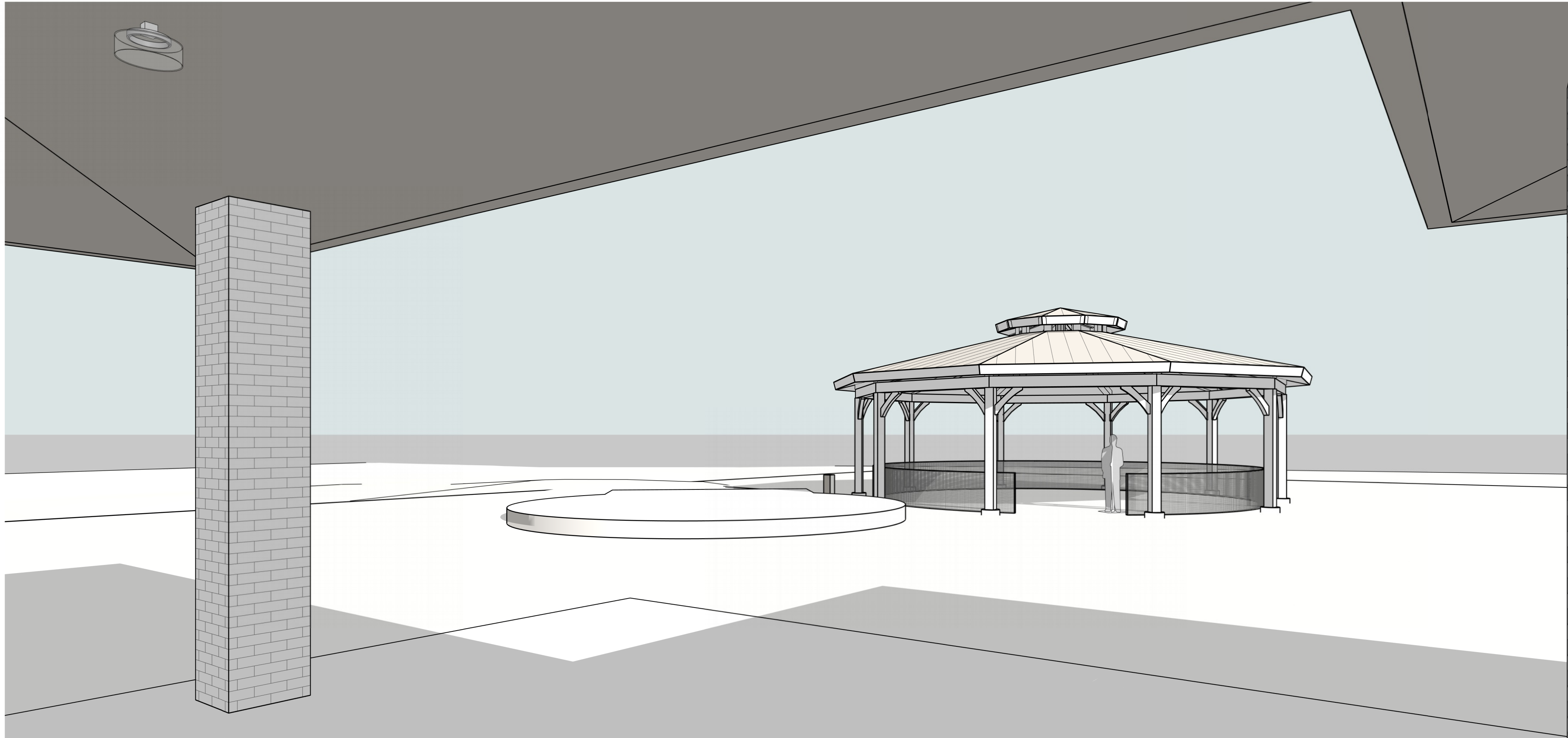
NEW OPEN-AIR PAVILION FOR:
"THE BANK"
THE OG BANK HOLDINGS, LLC.
#59 POPE AVENUE
HILTON HEAD ISLAND, SC 29910

NOT FOR CONSTRUCTION

24x36 PAPER SIZE



PAVILION VIEW FROM POPE AVE.



PAVILION VIEW FROM PATIO

DO NOT SCALE FROM DRAWINGS				
NO.	CONCEPT DRB DESCRIPTION / REVISION LOG	09.24.24 DATE	SSK INITIAL	

© 2024 PEARCE SCOTT ARCHITECTS

NEW OPEN-AIR PAVILION FOR:

"THE BANK"
THE OG BANK HOLDINGS, LLC,
#59 POPE AVENUE
HILTON HEAD ISLAND, SC 29910

**PEARCE
SCOTT
ARCHITECTS**

6 STATE OF MIND STREET
SUITE 200
BLUFFTON, SC 29910
843.837.5700

NOT FOR CONSTRUCTION

PROJECT NUMBER:	2458
DATE:	09.24.24
DRAWN BY:	SSK
CHECKED BY:	

PERSPECTIVES, PAVILION

SHEET NO.

A402

24x36 PAPER SIZE

DESIGN TEAM/DRB COMMENT SHEET

*The comments below are staff recommendations to the Design Review Board (DRB)
and do NOT constitute DRB approval or denial.*

PROJECT NAME: 59 Pope Avenue – Pavilion at The Bank

DRB-001329-2024

DATE: 10/08/2024

CATEGORY: Conceptual

RECOMMENDATION: Approval ☐ Approval with Conditions ☒ Denial ☐

APPLICATION MATERIAL

DRB REQUIREMENTS	Complies Yes	No	Not Applicable	Comments or Conditions
Demolition Plan if needed	☐	☐	☒	
Existing Conditions match As-Built	☐	☒	☐	
Dimensioned Details and of Sections	☒	☐	☐	
Detail Illustrating Connection to Existing Structure	☐	☒	☐	Provide elevations and renderings of the proposed design including the whiskey bar and the landscaping in the subject area.
New Building Details Match Existing Building Details	☐	☒	☐	

ARCHITECTURAL DESIGN

DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Structure is designed to be appropriate to the neighborhood	☒	☐	☐	
Promotes pedestrian scale and circulation	☒	☐	☐	
Design is unobtrusive and set into the natural environment	☒	☐	☐	
Utilizes natural materials and colors	☒	☐	☐	Provide a 11" x 17" material and color board.
Avoids distinctive vernacular styles	☒	☐	☐	

Design is appropriate for its use	☒	☐	☐	
All facades shall have equal design characteristics	☐	☐	☐	
Avoids monotonous planes or unrelieved repetition	☒	☐	☐	
Has a strong roof form with enough variety to provide visual interest	☒	☐	☐	
Overhangs are sufficient for the façade height.	☐	☐	☒	
Forms and details are sufficient to reduce the mass of the structure	☒	☐	☐	
Human scale is achieved by the use of proper proportions and architectural elements	☒	☐	☐	
Utilizes a variety of materials, textures and colors	☒	☐	☐	
Incorporates wood or wood simulating materials	☒	☐	☐	
Windows are in proportion to the facade	☐	☐	☒	
Details are clean, simple and appropriate while avoiding excessive ornamentation	☒	☐	☐	
Utilities and equipment are concealed from view	☐	☒	☐	Provide any screening for utilities on-site.
Decorative lighting is limited and low wattage and adds to the visual character	☐	☒	☐	Provide a lighting plan.
Accessory elements are designed to coordinate with the primary structure	☒	☐	☐	

LANDSCAPE DESIGN				
DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
Treats the Landscape as a major element of the project	☒	☐	☐	Provide existing and proposed landscape plan.
Provides Landscaping of a scope and size that is in proportion to the scale of the development	☒	☐	☐	
Landscape is designed so that it may be maintained in its natural shape and size	☒	☒	☐	
Preserves a variety of existing native trees and shrubs	☒	☐	☐	
Provides for a harmonious setting for the site's structures, parking areas or other construction	☒	☐	☐	
Location of existing trees and new trees provides street buffers, mitigation for parking lots, and an architectural complement that visually mitigates between parking lots and building(s)	☒	☐	☐	
Shrubs are selected to complement the natural setting, provide visual interest and screen less-desirable elements of the project	☐	☒	☐	
A variety of species is selected for texture and color	☐	☒	☐	

Provides overall order and continuity of the Landscape plan	☐	☒	☐	
Native plants or plants that have historically been prevalent on the Island are utilized	☐	☒	☐	
A variety of sizes is selected to create a “layered” appearance for visual interest and a sense of depth	☐	☒	☐	
The location of existing mature trees is taken into account in placement of shrubs so as not to damage tree roots	☒	☐	☐	
Proper spacing and location for plants to reach their mature size and natural shape while avoiding excessive or unnatural pruning	☒	☐	☐	
Proposed groundcovers are evergreen species with low maintenance needs	☐	☒	☐	
Large, grassed lawn areas encompassing a major portion of the site are avoided	☒	☐	☐	
The adjacent development is taken into account in determining the most appropriate buffer so as not to depart too dramatically from the neighborhood	☒	☐	☐	
Ornamentals and Annuals are limited to entrances and other focal points	☐	☒	☐	

NATURAL RESOURCE PROTECTION

DESIGN GUIDE/LMO CRITERIA	Complies Yes	No	Not Applicable	Comments or Conditions
An effort has been made to preserve existing trees and under story plants	☒	☐	☐	
Supplemental and replacement trees meet LMO requirements for size, species and number	☐	☐	☒	
Wetlands if present are avoided and the required buffers are maintained	☐	☐	☒	
Sand dunes if present are not disturbed	☒	☐	☐	

COMMENTS & CONDITIONS

1. Staff recommends approval of the conceptual design submittal with the following conditions:
 - a. Provide elevations and renderings of the proposed design including the whiskey bar, landscaping, hardscaping and site furnishings.
 - b. Provide an existing and proposed landscape plan.
 - c. Provide any screening for utilities on-site.
 - d. Provide a lighting plan.
 - e. Provide a 11” x 17” material and color board.

2. Any additional information as required by the Board.