Town of Hilton Head Island
DESIGN REVIEW BOARD MEETING
Tuesday, October 8, 2024, 2:30 PM
Minutes

1. Call to Order

Chair Carstens called the meeting to order at 2:31 PM.

2. Adoption of the Agenda

Mr. Parker made a motion to adopt the agenda as presented. The motion was seconded by Vice-Chair Lippert.

3. Approval of the Minutes

a. Regular Meeting Minutes of September 24th, 2024.

Vice-Chair Lippert made a motion to approve the minutes of September 24th, 2024. The motion was seconded by Ms. Pastor.

4. Unfinished Business

None

5. New Business

a. DRB-001286-2024 - 2 Park Lane - Sign

Melissa Paul-Leto, Principal Planner of Design, presented the application for two new signs that would replace two older signs located at 2 Park Lane. Staff recommended approval with the following conditions: provide photos of existing signage as well as show exterior lighting and landscaping around the signage. The applicant, Shawn Congleton of Sign Design, explained that the complex is under new ownership and the current owner is looking to update the signs to provide a more modern feel and look.

There was discussion among the board regarding color palette as the proposed image displayed colors that do not coincide with what is stated in the Design Guide. The board members also went into a hefty discussion regarding the dimensions of the proposed signs, ultimately suggesting that with the larger size of Sign A, Sign B should be smaller than what is currently being shown. Vice-Chair Lippert referenced Park Plaza, which she stated is a "much larger complex" with only one sign. Staff will verify whether the proposed signs are in compliance with buffers and max allowable sign quantity for the site and building size.

With certain critical elements unclear at this stage, Chair Carstens suggested to the applicant that this item be tabled so that he could return at his next available opportunity with the necessary requests from the board. The applicant agreed to table the item and return at the October 22nd, 2024 meeting.

b. DRB-001328-2024 - Coligny Circle Pocket Park - Conceptual

Mr. Theodore recused himself.

Melissa Paul Leto, Principal Planner of Design, presented the application for the Coligny Circle Pocket Park intended to be a civic gathering space that will also allow for pedestrian connectivity between Pope Avenue and North Forest Beach as well as a multi-use path to the adjacent commercial center. Staff recommended approval with the following conditions: screening utilities, providing lighting plans as well as existing and proposed landscape plans, and approval letter from the Forest Beach HOA.

The board initially touched on landscaping and trees before going into discussion regarding furnishings. The applicant provided details and explained the furnishings would be fixed, which was a concern of the board with the consideration of hurricane season. Vice-Chair Lippert suggested that the trash receptacles be a bit closer to the bike racks for pedestrian convenience to avoid a litter issue. Ms. Pastor also suggested that the addition of pet waste receptacles be studied. Chair Carstens had some additional questions regarding landscaping and hose bibs. He then suggested there be additional plantings in the far corner of the park next to the neighboring coffee shop. Chair Carstens also inquired about the Coligny sign that currently resides in the proposed park space to which the applicant explained that they are working with the Town to come to a decision on potential removal or replacement.

Vice-Chair Lippert made a motion to approve with the following conditions: staff comments be addressed, verify screening of transformers, review table selections, study trash bin locations, downplay coffee shop access, study wall caps, clarify plans for monument sign, and consider adding pet waste elements. The motion was seconded by Mr. Parker and passed with a note of 5-0-0.

c. DRB-001329-2024 - 59 Pope Avenue - Pavillian at The Bank - Conceptual

Mr. Theodore returned to the Dias. Chair Carstens recused himself and passed the gavel to Vice-Chair Lippert.

Melissa Paul-Leto, Principal Planner of Design, presented the application for 59 Pope Avenue. The narrative of the application is the request for an open-air Pavilion located at 59 Pope Avenue, an existing restaurant called "The Bank." The proposed Pavilion is intended to be a 10-sided structure surrounding an existing fully designed space on the property. Staff recommended approval with the following conditions: provision of elevations, renderings of landscaping for subject areas, 11x17 material and color board, screening of utilities on site, as well as lighting and landscape plans. The applicant, Billy Watterson, owner of The Bank, provided additional comments regarding the structural intent.

The board discussed the color selection to which the applicant provided clarification stating that his selection of "Charleston Green" matches the current entry point, and he believes it will also blend nicely with the natural landscape. Mr. Parker inquired about the inspiration behind the selection of wood for the posts to which the application replied that the trellises are composed of the same material. Ms. Pastor inquired about the potential addition of fans in the pavilion. The applicant clarified that the two-layer roof is intended to encourage airflow throughout the space. Vice-Chair Lippert suggested that the applicant include the large screen adjacent to the Pavilion in their elevations at the final review stage for reference and context purposes solely. Mr. Parker suggested the screen be noted in the final renderings as "not being reviewed" for clarification.

Mr. Parker made a motion to approve with the following conditions: staff comments be addressed, include bar and screen in renderings, and the colors match the existing entry point. The motion was seconded by Ms. Fitzpatrick and passed with a vote of 5-0-0.

6. Public Comment - Non Agenda Items

Chair Carstens returned to the Dias and Vice-Chair Lippert passed the gavel back.

There was no public comment.

7. Board Business

Vice-Chair Lippert inquired about voting parameters which Staff addressed and is hoping to have clear direction for the board on a number of items at the next meeting. The board also asked about the possibility of a collaborative Design Guide rewrite and is awaiting an LMO timeline update from Ms. Paul-Leto.

8. Staff Reports

Melissa Paul-Leto gave various Minor Corridor Reports.

9. Adjournment

The meeting was declared adjourned at 4:11 PM.

APPROVED: 10-22-24

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