



## Design Review Board Meeting

### Chairman

JAMES ATKINS

### Vice Chairman

J. MICHAEL BROCK

### Board Members

SALLIE BRACH

PETER BROWER

BRAD HILL

ROGER JADOWN

DONALD L. STARKEY

### County Administrator

ERIC GREENWAY

### Clerk to Council

SARAH W. BROCK

### Staff Support

ROBERT MERCHANT

### Administration Building

Beaufort County Government

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# Design Review Board Meeting Agenda

Thursday, October 7, 2021 at 2:30 PM

Large Meeting Room, Grace Coastal Church

15 Williams Drive, Okatie, SC 29909

***All persons who attend this meeting are highly encouraged to wear a face mask or covering and must practice 6' social distancing.***

1. CALL TO ORDER
2. FOIA – PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT
3. APPROVAL OF MINUTES – July 1, 2021
4. PUBLIC COMMENTS ON NON-AGENDA ITEMS (*Comments are limited to 3 minutes*)

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## ACTION ITEMS

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5. NEW BUSINESS:  
A. Hilton Head National RV Park Service Building – Bluffton – Final
  6. OLD BUSINESS: None
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7. OTHER BUSINESS: Next Scheduled Meeting – 2:30 p.m. on Thursday, November 4, 2021 at Grace Coastal Church, 15 Williams Drive, Okatie, SC 29909
  8. ADJOURNMENT

BEAUFORT COUNTY  
DESIGN REVIEW BOARD (DRB) MINUTES  
July 1, 2021, Grace Coastal Church, 15 Williams Drive, Okatie, SC

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**Members Present:** James Atkins, J. Michael Brock, Peter Brower, and Donald L. Starkey

**Members Absent:** Sallie Brach, Brad Hill and Roger Jadown

**Staff Present:** Nancy Moss, Beaufort County Community Development Department

**Guests:** Annette Lippert, Court Atkins Architects

1. **CALL TO ORDER:** Chairman Atkins called the meeting to order at 2:37 p.m.
2. **FOIA:** Chairman Atkins said that “public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act”.
3. **MINUTES:** Chairman Atkins asked if there were comments on the May 6, 2021, minutes. Mr. Brower motioned to approve the meeting minutes and Mr. Atkins seconded to approve. Motion carried unanimously.
4. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** There was no public comment.

5. **NEW BUSINESS:**

**A. Davis Laundry Facade Upgrade - Bluffton – Final:**

Mr. Atkins asked Mr. Brock to preside over the project discussion and recused himself from the meeting. Ms. Moss gave the project background. Mr. Brock asked for public comment, but no comments were made. Annette Lippert, the Architect for the project, made the presentation. She stated that it was important for the Board to understand that the landlord views the building upgrades as a temporary fix.

Mr. Brower had a question about the updated east elevation and the 1x4 pressure treated trim and wondered what its purpose was. Ms. Lippert stated that there was limited room under the awning and that it was intended to create relief over the doorway awning.

Mr. Starkey asked what the box area was in the south elevation. Ms. Lippert said that it was the backside of the laundromat and that the line weight should have been lighter.

Mr. Brock stated that he appreciated the effort made to upgrade the buildings.

Mr. Brower made a motion to approve this final project as presented.

Mr. Starkey seconded the motion.

Motion carried unanimously.

Mr. Brock read the standard final condition for the Davis Laundry Facade Upgrade project and stated, “the facade improvements and lighting must be built/installed according to the plans reviewed and approved by the DRB. The material and color board reviewed and approved by the

DRB must be adhered to during construction. Any changes to the approved plans or submittals must be requested for and submitted to the DRB for formal approval before changes are made”.

Mr. Atkins returned to the meeting.

**6. OLD BUSINESS:**

**A. Carolina Volvo Facade Improvements – Bluffton – Final (3):**

The applicant did not attend the meeting to represent the project. Ms. Moss gave the project background. Mr. Atkins asked for public comment, but no comments were made.

Mr. Brower stated that the changes were an improvement to the building and that the architect did a reasonably good job.

Mr. Brock and Mr. Starkey had no comments.

Mr. Atkins questioned whether the front highway buffer was adequate and whether the landscape plan should address gaps in the buffer. A discussion ensued between the Board members and in the end it was determined that the area around the monument sign was open, but the remaining portions of the buffer were adequately planted so no revisions were needed to the landscape plan.

Mr. Brock made a motion to approve this final project as submitted.

Mr. Brower seconded the motion.

Motion carried unanimously.

Mr. Atkins read the standard final condition for the Carolina Volvo Facade Improvements project and stated, “the facade improvements, landscaping, lighting and other design elements must be built/installed according to the plans reviewed and approved by the DRB. The material and color board reviewed and approved by the DRB must be adhered to during construction. Any changes to the approved plans or submittals must be requested for and submitted to the DRB for formal approval before changes are made”.

**7. OTHER BUSINESS:**

**A.** Mr. Atkins stated that the next scheduled meeting – 2:30 p.m. on Thursday, August 5, 2021 at Grace Coastal Church, 15 Williams Drive, Okatie, SC 29909

**B. KIA of Hilton Head Informal Discussion:**

Ms. Moss presented the Board with updated building renderings which proposed a different color scheme than was proposed at the May 6, 2021 DRB meeting. The new color scheme had a darker gray facade color and two black accent walls and the project Architect requested feedback from the Board. Mr. Atkins and Mr. Brock recused themselves from the discussion. Mr. Brower and Mr. Starkey said that they preferred the new darker gray facade wall color and the black accent walls. They stated that the new darker colors helped the building blend in better with the site and not stand out as much.

**8. ADJOURNMENT:** Mr. Brower made a motion to close the meeting and Mr. Brock seconded the motion. The meeting adjourned at 3:00 p.m.

## **Hilton Head National RV Park & Golf Course Service Building**

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|----------------------------|--|
| <b>Type of Submission:</b> | <b>Final</b>                               |
| <b>Developer:</b>          | Bill Palmer, Scratch Golf                  |
| <b>Architect:</b>          | Grady Woods, Woods Dendy Architects        |
| <b>Engineer:</b>           | Rusty Windsor, Thomas & Hutton Engineering |
| <b>Type of Project:</b>    | Commercial                                 |
| <b>Location:</b>           | 45 Malphrus Road, Bluffton                 |
| <b>Zoning Designation:</b> | T2 Rural                                   |

The project consists of constructing a one-story 3,313 square foot Service Building with a service drive, golf cart path and propane tank next to three existing maintenance & storage buildings for the Hilton Head National Golf Course located off Malphrus Road and located at the edge of the Hilton Head National RV Park. The project area is primarily wooded with young, non-specimen, pine trees and native underbrush. An attempt was made to remove as few trees as necessary to leave several pine trees surrounding the new building to integrate with the RV Park plantings for the required buffering.

Two of the existing maintenance buildings are large one-story metal clad buildings with single sloped roofs and are dark green in color. One building is closed on three sides with open bays facing internal to the maintenance yard and the other building is completely closed-in with a cantilevered awning over the overhead doors that also face internal to the maintenance yard. The third building is the smallest of the three structures and is located closest to Malphrus Road and is constructed of concrete block painted dark green with a single-slope metal roof with an overhead door facing internally to the yard.

The applicant is seeking approval from the DRB for the Service Building design and accompanying landscape plan. The proposed Service Building will function as a dual use building for the RV Park and for the Golf Course. The proposed Service Building has a low-slope gable roof clad in 5V galvalume metal roofing and the facade is clad with light tan 5V metal panels. The front of the building has a main entry door covered with a metal bracketed awning with a large storefront window unit and an overhead door facing Malphrus Road. The existing concrete storage building partially blocks direct view to the Service Building roll-up door. The sides of the Service Building are unarticulated with wall-pack lighting and the rear of the building has an overhead door that is well concealed from view. Foundation buffer plantings have been proposed in the front of the building that wrap around to the north side of the structure to help soften it. The new propane tank is located at the back of the service building project site and is fenced in with dark green chain link fencing and screened with evergreen shrub plantings.

The applicant does not propose to make modifications to the exterior of the three existing maintenance and storage buildings but does propose to create gravel parking bays on the south side of the maintenance yard with tree islands, hedgerow plantings and upgraded chain link security fencing.

The Staff Review Team conceptually reviewed this project on August 25, 2021 and allowed this project to proceed with the DRB process with conditions.

### **Staff Comments:**

1. Metal panels are not an allowed facade material so the DRB must determine if the material is appropriate based upon the use and placement of the new structure.
2. The back of the building has an overhead door, but a new rear driveway is not shown on the plans.

END OF REPORT