

**SULLIVAN'S ISLAND DESIGN REVIEW BOARD
SUBMITTAL APPLICATION (PAGE 1)**

PROPERTY ADDRESS: 2672 Atlantic Avenue PARCEL ID (TMS #): 529-11-00-032

SUBMITTAL DATE: 8/21/26 MEETING DATE: 9/16/26

REQUEST: CONCEPTUAL REVIEW: PRELIMINARY APPROVAL: ☒ FINAL APPROVAL:

DESCRIPTION OF SCOPE OF WORK:

We are proposing an guest wing addition to rear of this Sullivans Landmark Property

 Submittal **outside** of the Historic District, not classified historic, and requests DRB relief.

☒ Submittal is **outside** of the Historic District and designated as a historic resource.

 DRB relief requests ☒ No DRB requests

 Submittal is **within** the Historic District and is:

 designated as Historic Resource DRB relief requests No DRB requests

 Not designated as a Historic Resource: DRB relief requests No DRB requests

DRB SUBMITTAL CHECKLIST: The following items must be included in the submittal for placement on the DRB agenda.

☒ Application fee (*Historic properties: \$116; New constructions: \$1,280; Addition/renovations: \$426; Accessory Structures: \$232*)

☒ Completes and signed submittal application (Page 1). (All submissions)

☒ Zoning Standards Compliance Worksheet (Page 2). (All submissions with relief requests)

☒ Neighborhood Compatibility Worksheet (Page 3). (All submissions with relief requests)

☒ Historic Design Review Worksheet (Page 4). (All submissions involving a designated Historic Resource)

☒ Online submittal through BSA; Town of Sullivan's Island online submittal portal.

☒ One (1) set of drawings, no bigger than 11X17"; Drawings to include:

☒ A current as-built survey, Certified by a S.C. Registered Land Surveyor [1/16" = 1'-0" OR 1" = 20'-0"

Required for all new construction and for work which expands or is outside of an existing building footprint; illustrating the following:

- All applicable Flood Zone information
- Setbacks, property lines and easements
- Spot elevations required to comply with § 21-24
- OCRM Critical Lines, or Baseline and Setback if applicable
- Existing Structures, if applicable

☒ Site Plan [1/16" = 1'-0" OR 1" = 20'-0" scale], illustrating the following:

- Existing structures, if applicable
- All applicable survey information
- Proposed new structures
- Narrative for Scope of Work (all Historic projects)

☒ Floor Plans [1/8" = 1'-0" scale], with the following requirements:

- Exterior dimensions
- Graphically depict the outlines of heated space, covered porches and open decks.
- In the case of renovations and/or additions, the outlines of existing and new construction must also be shown.

☒ Exterior Elevations [1/8" = 1'-0" scale], with the following requirements:

- All exterior materials such as wood, stucco, roofing and / or masonry shall be graphically represented for intent.
- Must be rendered with shadows depicting roof and / or deck overhangs, changes in wall plane, or massing.
- Roof ridge heights to natural grade.
- Finished Floor Elevation (FFE), Lowest Structural Member (LSM), Base Flood Elevation (BFE) to finish grade.
- Detailed descriptions of treatment of all historic materials. (all Historic projects)
- 3-D perspective sketches and / or models, as well as streetscape renderings that include adjacent properties are always encouraged and are **required for submissions with requests for relief, additional coverage, or additional square footage.**
- Historic property assessment and report for all historic resource property applications
- Any relevant photographs or documentation that might be descriptive (of adjacent properties).

OWNER NAME: James Garton ADDRESS: 2672 Atlantic Ave

(PROVIDE OWNER'S CONTACT INFORMATION WITH ONLINE SUBMITTAL)

ARCHITECT/DESIGNER: Beau Clowney Architects PHONE NUMBER: 843-722-2040

ADDRESS: 1 King Street, Charleston SC, Suite 102, 29401 EMAIL: jon@beauclowney.com

CONTRACTOR: TBD PHONE NUMBER:

ADDRESS: EMAIL:

JXM (Initials): I understand that incomplete applications will be rejected.

I (we) submit that the above information is true to the best of my (our) knowledge.

Jon Morris

Applicant name (print)

Applicant's signature

If Owner is not the Applicant:

I (we) hereby appoint the person named as applicant as my (our) agent to represent me (us) in this application

Owner's signature

Owner's signature

ZONING STANDARDS COMPLIANCE WORKSHEET (PAGE 2)

		Zoning ordinance reference section	Zoning Standard	✓if meets standard	DRB's Max. authority for relief	applicant request for relief	Percent (%) relief requested	Total allowed + requested relief (SF)
SETBACKS	A	21-22 FRONT SETBACK	25 Feet		15%			
	B	21-22 ADDITIONAL FRONT YARD SETBACK	45 above 20'		15%			
	C	21-22 SIDE SETBACK	per lot: Enter result: _____min: 20' _____comb: 40'	✓	25%			
	D	21-22 SECOND STORY SIDE SETBACK	per lot: Enter result: _____min: _____comb:	✓	25%			
LOT COVERAGE	E	21-22 REAR SETBACK	25 feet	✓	N/A	X	X	X
	F	21-25 PRINCIPAL BUILDING COVERAGE	as per formula:enter result 3,361.0 sf	✓	20%			PROPOSED: 2,828.6 SF
	G	21-26 IMPERVIOUS COVERAGE	as per formula:enter result 30% sf maximum	✓	N/A	X	X	X
	H	21-27 PRINCIPAL BUILDING SQUARE FOOTAGE	as per formula:enter result 4,149.67 sf	✓	A: New Construction / Non-historic additions: 15% _____sf (not to exceed 500 sf) B: Historic additions: 20% _____sf C: Historic ADU Special Exceptions:			PROPOSED: 3,786.6 SF
DESIGN STANDARDS	I	21-28 THIRD STORY	as per formula:enter result _____sf	N/A	15% _____sf			
	J	21-22 PRINCIPAL BUILDING FRONT FAÇADE	50' feet or, 2/3 lot width (whichever is less)	✓	15%			
	K	21-22 PRINCIPAL BUILDING SIDE FAÇADE	38 feet (wall length) 16 feet within 15 ft x 2 16-in articulations	✓	25%			
	L	21-22 2ND STORY SIDE FAÇADE SETBACK	32 feet (wall length) 6-foot (knee wall) 16-in articulations	✓	25%			
	M	21-30 BUILDING ORIENTATION	towards ocean, excluding marsh and ocean lots	✓	Adjust for Neighborhood Compatiblity			
	N	21-30 BLDG. FOUNDATION HEIGHT	8' to LSM & 9'4" to FFE	✓	1 foot			
	O	21-32 FOUNDATION ENCLOSURE	1/2" space	✓	Adjust for Neighborhood Compatiblity			
	P	21-138 ACCESSORY STRUCTURE	Height (15 to 18) Setback (20)	✓	20% Height (3 ft 6 in) 40%(4')			

NEIGHBORHOOD COMPATIBILITY WORKSHEET (PAGE 3)

Have you reached out to the neighbors to get their feedback on the proposed plans? Yes: ☒ No: ☐

In accordance with the Sullivan's Island Zoning Ordinance, Section 21-111, the DRB shall only grant modifications of the Zoning Ordinance standards if the design is compatible with the surrounding neighborhood. **See the DRB application [submittal guidance document](#) for additional information for filling in this form.** Lot area: _____sf Highland lot area: _____sf (if applicable)

Principal Building Square Footage (21-27): Existing SF: _____ Standard SF: _____ Proposed SF: _____

Principal Building Coverage (21-25): Existing SF: _____ Standard SF: _____ Proposed SF: _____

Front/Side/2nd-Story Building Setbacks (21-22): Standard, combined _____ Proposed, combined _____, min _____

Second Story Side Façade Setback (21-22): Requested relief: _____

Principal Building Side Façade Setback (21-22): Requested Relief: _____

Other (circle any that apply):

Third Story, Principal Building Front Façade, Building Orientation, Building Foundation Height, Foundation Enclosure, or Accessory Structure: _____

REQUEST FOR HISTORIC DESIGN REVIEW (PAGE 4)

Do you propose any exterior changes to the historic structure? Yes: ✓ No: _____

If you answered "yes", please provide a detailed explanation and sequence of the work below:

Section 21-97. C Historic Preservation Standards:

Submit in writing and be prepared to describe how your project is consistent with the following ten preservation standards, and the most recent version of the Secretary of Interior's Guidelines for the Treatment of Historic Properties. ****On your elevation drawings show all existing conditions and proposed changes. Detail existing materials and highlight all new and preserved architectural and structural elements.**

<https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>

- (a) Using a property as it was used historically or giving a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships;
- (b) Retaining and preserving the historic character of a property; avoidance of the removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property;
- (c) Avoiding changes that create a false sense of historical development, such as adding conjectural features or elements from other buildings;
- (d) Retaining and preserving changes to a property that have acquired historic significance in their own right;
- (e) Preserving distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property;
- (f) Repairing rather than replacing deteriorated historic features; or where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials;
- (g) Utilizing the gentlest means of chemical or physical treatments;
- (h) Protecting and preserving the archeological resources in place, and if disturbing, mitigation measures will be undertaken;
- (i) Not destroying historic materials, features, and spatial relationships that characterize the property; differentiating the new work from the old and making it compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment; and,
- (j) Undertaking new construction in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

SEE ATTACHED NARRATIVE

(Please use extra sheet as needed)



August 21, 2026

Section 21-97. C Historic Preservation Standards:

- (a) Using a property as it was used historically or giving a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships;

Rosalie cottage has always been a single-family residence and our proposal maintains this use.

- (b) Retaining and preserving the historic character of a property; avoidance of the removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property;

The proposed addition was designed to touch the existing house as minimally as possible. Our intention is to keep the existing exterior wall intact and simply encapsulate the siding, for the chance that one day if the addition were removed, the original siding and wall structure would remain as it is today. The addition extends along the side property line to preserve the purity of the rear façade as much as possible.

- (c) Avoiding changes that create a false sense of historical development, such as adding conjectural features or elements from other buildings;

The design of the addition includes detailing and patterns that mimic the existing historic home, but it differs from the existing historic house through the massing of the connection. The “link” is done via an uncovered porch, an element that does not appear elsewhere on the home. This link differentiates the addition from the historic home in a subtle way, as we also want to pay homage to the detailing and materials that make Rosalie so great.

- (d) Retaining and preserving changes to a property that have acquired historic significance in their own right;

Rosalie is one of only a few landmark properties on the island, and one of very few that have retained their existing footprint and materials. This was understood from the beginning of design, and we’ve guided our design decisions to preserve and maintain its historic significance.

- (e) Preserving distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property;

The design of this addition minimally touches the existing historic home. In doing so, we can preserve the materials and unique features of the house. The only portions that would need to be touched in this addition would be a small portion of porch roof and a railing, both of which we can save materially if not re-use.

- (f) Repairing rather than replacing deteriorated historic features; or where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible, materials;

This project does not include any changes to the existing materials of the home. The addition will match the existing home’s siding, trim, and roof materials.



(g) Utilizing the gentlest means of chemical or physical treatments;

N/A

(h) Protecting and preserving the archeological resources in place, and if disturbing, mitigation measures will be undertaken;

The contractor is familiar with the history of the home and it's legacy and will protect and preserve any findings throughout construction

(i) Not destroying historic materials, features, and spatial relationships that characterize the property; differentiating the new work from the old and making it compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment; and,

We intend to keep most if not all historic materials in place. The proposed design differs in massing and language while still being respectful to the original house, and by setting the addition to the side, we can maintain the most historic features as possible.

(j) Undertaking new construction in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

As mentioned earlier in this document, the addition has been designed for its potential future removal. The majority of the connection between the house and the addition are via a shallow roof system and an uncovered porch.

Rosalie is an incredibly architecturally significant property and our intention is to retain its architectural value while providing additional use to the owners. The owners have been extremely good stewards of the home and intend to take care of the property for future generations to enjoy.