

**TOWN OF SULLIVAN'S ISLAND
DESIGN REVIEW BOARD**

**REGULAR MEETING MINUTES
Wednesday, August 20, 2025**

A regular meeting of the Town of Sullivan's Island Design Review Board was held at 4:00 p.m. at Town Hall. All requirements of the Freedom of Information Act were verified to have been satisfied. Present were Board members Tal Askins, Bunky Wichmann, Heather Wilson, Phil Clarke, Ron Coish and Sasha Rosen.

Town Council Members present: No members of Council were present.

Staff Members present: Charles Drayton, Planning and Zoning Director, Max Wurthmann, Building Official, and Christina Oxford, Building and Planning Department Assistant

Media present: No members of the media were present.

Members of the public :

CALL TO ORDER: Mr. Wichmann called the meeting to order at 4:00 p.m. and stated that the press and public were duly notified pursuant to State Law and a quorum of Board Members were present.

- I. **APPROVAL OF THE July 18, 2025 Meeting Minutes:** Mr. Coish made a motion to approve the July 18, 2025 Design Review Board Meeting Minutes. Mr. Askins seconded this motion. All were in favor. None opposed. Motion passed unanimously.
- II. **PUBLIC COMMENT:** No public comment was made.
- III. **PROCESS FOR DESIGN REVIEW:** Mr. Wichmann reviewed the meeting process for the Design Review Board which is as follows:
 - Statement of matters to be heard (Chair announcement)
 - Town staff presentation (5-minute limit)
 - Presentation by applicant (10-minute limit)
 - Town staff final statement (if needed)
 - Board Q & A (may occur at any point during hearing)
 - Public comment closed
 - Board deliberation and vote

IV. HISTORIC DESIGN REVIEWS:

- 1. 1204 Middle St: ee fava architects, etc, requests final approval of plans for the renovations to the historic church offices building (A Sullivan's Island Landmark Property) on the Stella Maris Church campus (523-07-00-058).**

Mr. Drayton stated This is a request for final approval of the renovation and rehabilitation plans for the historic church office building on the Stell Maris campus. The plans for the proposed new parish hall and the proposed campus site work are not being considered as part of this review. The Stella Maris Parish Offices building (ca. 1930) is a Sullivan's Island Landmark resource. Mr. Drayton stated in June 2025, the BZA approved variances from RS, Residential, Zoning District standards to pave the way for the construction of the new parish hall (to replace the existing parish hall located to the rear on the same parcel with the Stella Maris Parish Office), adjusting the single-family house regulations to suit a building designed for congregating. However, this review is solely to consider the renovation plans for the church offices. This is the second review of the renovation plans by the Board; in June the applicant received a conceptual review, wherein the Board seemed comfortable with the proposed renovation work and most of the focus of discussion that evening was on the proposed new parish hall.

Mr. Drayton stated there are no requests for relief associated with this application, and there is no proposed expansion of the historic structure. The exterior modifications proposed include repair and replacement of deteriorated siding, railings, columns, louvres, etc.; the plans note that the Secretary of the Interior's Standards for rehabilitation will be followed for the restoration work on the exterior. The only changes to the exterior of the building are proposed on the rear façade, where the existing back steps are proposed to be demolished and rebuilt with an ADA ramp feature added to entrance, and it is unclear if the shutters around the 2 small windows are proposed to be removed or replaced. Based on the plans, there are no proposed changes to the fenestration pattern or the treatments.

Mr Drayton stated the staff recommends final approval if the Board finds that the applicant has satisfactorily detailed the proposed rehabilitation steps proposed for the exterior of the building and finds that the proposed ADA access addition is properly sited to minimize its impact on the historic building.

Mr. Fava and Mr. Tranthum, presented their application to the Board.

No public comment was made.

The Board had questions about the accessibility ramp and the location and configuration and materials of the ramp and platform. The applicant stated that the ramp would be presented with application for the Parish Hall.

Ms. Wilson made a motion to approve the application for final approval with the details of terrace and ramp to come with Parish Hall application. Mr. Askins seconded this motion. All were in favor. None opposed. Motion passed unanimously.

- 2. 2314 Goldbug Avenue: Ross Ritchie, of Loyal Architects, requests a conceptual review of the plans to renovate the historic cottage (a Traditional Island Resource) on the property and to construct an attached addition on the rear, with requests for additional principal building square footage and coverage area and additional accessory structure height, along with a relief request for second story side setback reduction (PIN# 529-06-00-071).**

Mr Drayton stated This historic cottage, named the Moorer House, is a designated Traditional Island Resource property; the original cottage was constructed around 1932, according to both the County records and the historic property cards (2007 historic survey card #442 & 2024 historic survey card #8683). The shed on the property was also identified as a historic resource constructed in 1932; however concerns have been raised about this designation and after further investigation the terra cotta block walls appear to be the defining historic feature of the structure. The original application had proposed the garage's removal; however the current plans intend to renovate the garage for continued use as a garage with an office proposed to be added above. The property was added to the Town's historic designation list in 2008.

Mr. Drayton stated the applicant has engaged Christina Butler to perform a historical analysis of the property, and her findings indicate the cottage was constructed in 1933 and has had multiple additions over time. The first rear addition added in the 1930s, shortly after its original completion, the T-shaped addition coming shortly after that in the late Thirties or early Forties, the side porch enclosure happening near 1970, and the rear porch added in 1997.

Mr. Drayton stated the Board considered a conceptual review of plans to renovate the cottage in preparation for a special exception to allow a new principal dwelling on the property in May of this year; at that time the Board requested to have a walk-through to better understand the structure. At the walk-through in June, the Board provided feedback to the applicant which has led to the applicant's decision to no longer seek the special exception and instead the new application proposes to continue the tradition of doing addition work to the rear of the cottage.

Mr. Drayton stated this is the DRB's second review of this project, which has evolved from a Historic Special Exception request to a historic addition request based on feedback from the Board. The applicant is requesting a conceptual review by the Board of the renovation and addition plans. Within the request, the applicant is seeking relief from the Board to allow additional principal building square footage, additional principal building coverage area, second story side setback relief, and additional accessory structure height. The applicant is

proposing for the addition to be an attached addition, which is a conditional use in the RS District, requiring the Board's approval; the current floor plans would not meet the conditions to allow an attached addition because both "structures" are currently shown with kitchen facilities. The applicant's plans also include rebuilding the garage in the front yard and pulling the cottage 10 feet forward to accommodate the large addition in the rear and protect some of the significant trees on the property. The requests for additional square footage and coverage area are near the maximum amount that the Board may grant, but the side setback relief for the second story is only slightly beyond the standard requirement. The additional height requested for the garage structure is near the maximum allowed, and the applicant will need to show the proposed roof pitches to ensure that the request aligns with the minimum 7/12 pitch required in the ordinance to permit the accessory structure ridge height. It is staff's interpretation of the ordinance that for the garage to remain as a non-conforming structure in the front yard, it must retain some of the historic materials in situ, and it cannot be a teardown and rebuild in that front yard location; the applicant must rely on the historic nature of the structure to maintain the generally, non-conforming location of the accessory structure.

Mr. Drayton stated staff recommends for the Board to provide feedback on the design and relief requests to guide the applicant's request to maintain the Standards for Neighborhood Compatibility and the guidelines provided by the Town and the Secretary of the Interior.

Mr. Ritchie presented his application to the board.

No public comment was made.

The Board liked the new house but expressed concern that the house is still living like two houses and the addition on the back of the house is overpowering the historic cottage. The Board advised there should be more space between the cottage and the addition due to the separate styles of the structures. The Board requested streetscape showing the historic cottage and the addition drawn to scale so they can see the relationship of the structures. There was also concern that the garage is taller than the cottage with the second story addition and complexity which makes it feel like a feature building rather than an accessory structure. Additionally, there was concern that the pool that is planned for the backyard would not be allowed because it needs to be 25 feet from the rear property line and cannot be built in the front. The Board asked for a sensitive addition that would engage and not overwhelm the historic house.

- 3. 2513 I'on Avenue: Edmund Most, of High Marsh Landscape Contractors, Inc. requests final approval for a small garage addition and construction of a new pool on this Sullivan's Island Landmark property (PIN# 529-10-00-037).**

Mr Drayton This is an iconic home, located within the Sullivan's Island Local and National

Register Historic Districts and is a contributing resource in the national register historic district and a Sullivan's Island Landmark property. The home was constructed around 1900 to 1910 (Charleston County records and the historic survey card express different construction dates). (Historic Survey Card #118) (2024 Historic Survey Card) (2024 Historic Survey Card-dependency) (Historic Survey Card-garage)

Mr. Drayton stated this is the DRB's initial review of a couple of proposed changes to the restoration project the Board approved for this property in March 2024. In 2024 the Board approved restoration work to return the home to a single-family form, along with some renovation and addition work to address circulation within the home without damaging the pristine and historic interior finishes of the home. As the restoration work nears completion, the applicant has turned their attention to the exterior space of the home and is requesting to alter the landscape of the property by adding a pool near the back right corner of the property and doing a small bump-out addition on the garage, which according to the 2024 historic survey appears on the property in imagery that dates back to 1949, making a significant feature of the historic landscape of the property, although it appears materially non-historic. The addition proposed to the garage is a modest 31 sf, and the bump-out would be into the interior of the lot, not visible from any public right of way. The pool is proposed to be located in what is typically the side setback area of a lot, but due the location of the historic house on this property, the side setback on that side of the property is set at 8 feet off the property line, and the pool is proposed to be located outside of the historic side setback on the lot. There are 2 cedar trees that would need to be removed to accommodate the pool terrace, as proposed, but the plans do show they intend to keep 2 other cedar trees located in that cluster. The pool's location in the rear yard is appropriate, and the pool would be screened by accessory buildings from I'On Avenue and from the adjacent neighbor's yard.

Mr Drayton stated the staff recommends final approval if the Board finds the applicant's plans and modest requests meet the Standards for Neighborhood Compatibility and the SIS and Sullivan's Island Guidelines.

Mr. Most presented his application to the Board.

No public comment was made.

The Board was in favor of the application presented.

Mr. Clarke made a motion to grant final approval for the application as presented. Ms. Wilson seconded this motion. All were in favor. None opposed. Motion passed unanimously.

NON-HISTORIC DESIGN REVIEWS

- 1. 1808 I'on Avenue: Lauren Wolff, of Coastal Creek Design, requests a conceptual review for a small addition to this old home that is located in the Sullivan's Island Local and National Register Historic Districts but not a designated historic resource by the Town, with a request for principal building side façade relief (PIN# 529-09-00-002).**

Mr. Drayton stated this is the initial review of a request to build a modest addition onto the rear of this home which is listed as an altered property in the Town's historic registry; it is estimated the home was built in 1870. The applicant is requesting relief to continue the principal building side façade for 1-ft, 2-in beyond the allowable 38-foot length without an articulation; the existing façade on that side extends 24 ft, 1 in, so the proposed addition would extend for another 15 ft, 1 in. Based on the lack of a historic designation for the property, the applicant is relying on the extension of non-conformities in the setback (Section 21-151 B. (2)) to justify the location of the addition between 3 ft, 8 in and 4 ft, 8 in from the property line; the existing side façade is between 1 ft, 9.5 in and 3 ft, 8 in from the property; the applicant intends to extend that façade along the same plane. There is an issue with the applicant's proposal because the ordinance only allows for the non-conforming encroachment to extend for 50% of the length of the existing encroachment, which would limit the distance that the addition can extend to 12 ft, 1 in, but the applicant is proposing a 15-ft extension.

Mr. Drayton stated the aside from the minor relief request the application requires Board review because the property is located within the Sullivan's Island National Register and Local Historic Districts, so any addition work or new construction within the historic district requires the Board's consideration, ensuring that the proposed work will not adversely impact the district. Additionally, the home is not historically designated by the Town it is a contributing resource in the Sullivan's Island National Register Historic District. It is an altered resource.

Mr. Drayton stated the Staff recommends for the Board to provide feedback on the design and relief requests to help the applicant's request maintain the Standards for Neighborhood Compatibility and is visually compatible in the historic district.

Mr. Joel Adrian presented the application to the Board.

No public comment was made.

The Board asked if there is a letter of support from the neighbor. The Board was concerned about approving an increase in the non-conforming character so close to the property line. They also expressed the home is iconic and symmetry is important. The addition should read as a separate piece and not an extension of an existing historic structure. They were also concerned they would not be able to approve the design because you can only extend

a non-conforming setback by 50% and so a 12 foot extension is the maximum that could be approved.

- V. **ADJOURN: Mr. Coish made a motion to adjourn the meeting at 5:29 p.m. Mr. Wichmann seconded the motion. All were in favor. None opposed. Motion passed unanimously.**



Beverly Bohan, Chair Date