

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

PROPERTY ADDRESS: 1714 Middle Street

PARCEL ID (TMS #): 523-08-00-049

SUBMITTAL DATE: 09/18/2026

MEETING DATE: 10/21/2026

REQUEST: CONCEPTUAL REVIEW ☒ PRELIMINARY APPROVAL ☐ FINAL APPROVAL ☐

DESCRIPTION OF SCOPE OF WORK: New access opening (approx. 8'-0" W x 6'-6" H) in the side (driveway) elevation of the lower-level gymnasium, centered beneath the two windows above, sill at floor level, with a carriage-style wood door matching the existing approved garage doors. Interior fold-out ramp; landscape bed remains; no change to driveway. No change to footprint, height, or coverage; no DRB relief requested. See Attachment A.

- ☐ 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
☒ Completed and signed submittal application (Page 1). (All submissions)
☐ Zoning Standards Compliance Worksheet (Page 2). (All submissions with relief requests) - N/A, no relief requested
☐ Neighborhood Compatibility Worksheet (Page 3). (All submissions with relief requests) - N/A, no relief requested
☒ 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"

- As-built survey - N/A: no expansion of or work outside the existing footprint
- Sheet A1 - Photo simulation, existing and proposed; photographs
- Sheet A2 - Partial exterior elevations, existing and proposed (schematic, 1/4" = 1'-0")
- Sheet A3 - Key plan and partial plan at opening (schematic; no site changes)
- Attachment A - Scope of Work narrative and Historic Standards responses
- Attachment B - Historic Property Assessment

OWNER NAME: William J. Sandvig

ADDRESS: _____

(PROVIDE OWNER'S CONTACT INFORMATION WITH ONLINE SUBMITTAL)

ARCHITECT/DESIGNER: N/A - owner submittal

PHONE NUMBER: _____

ADDRESS: _____

EMAIL: _____

CONTRACTOR: TBD

PHONE NUMBER: _____

ADDRESS: _____

EMAIL: _____

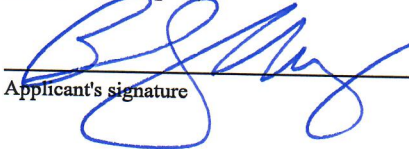
____ (Initials): I understand that incomplete applications will be rejected.

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

If Owner is not the Applicant: I (we) hereby appoint the person named as applicant as my (our) agent to represent me (us).

William J. Sandvig

Applicant name (print)

 9/18/26

Applicant's signature

Owner's signature

Owner's signature

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:

One new access opening, approximately 8'-0" W x 6'-6" H, sill at interior floor level, in the side (driveway) elevation of the lower-level gymnasium of the former Fort Moultrie Post Exchange / Broome House (1906). The opening is centered beneath the two windows above and is fitted with a carriage-style wood door matching the existing approved garage doors on this property. A drawbridge-type ramp is stored inside and is not visible when closed; the full landscape bed remains below the opening; no change to the driveway. Sequence: (1) document existing conditions; (2) protect adjacent fabric; (3) hand-remove and salvage siding and trim within the opening; (4) saw-cut the upper concrete course and brick base per engineer and install a steel lintel; (5) install an engineered header with shoring; (6) install the door and casing matched to the existing window casings; (7) patch in kind and paint to match; (8) install the interior ramp. A full narrative and a response to each of Standards (a) through (j) of Section 21-97(C) are provided in ATTACHMENT A; Historic Property Assessment in ATTACHMENT B.

Section 21-97.C Historic Preservation Standards:

Submit in writing and be prepared to describe how your project is consistent with the ten preservation standards and the most recent version of the Secretary of the 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.

Responses to Standards (a) through (j): see ATTACHMENT A, Section 3.

ATTACHMENT A

Scope of Work Narrative and Request for Historic Design Review (Page 4 continuation)

1714 Middle Street, Sullivan's Island, SC 29482 | TMS 523-08-00-049

Owner/Applicant: William J. Sandvig | Meeting: October 21, 2026 | Request: Conceptual Review

1. Scope of Work

The property is the former Fort Moultrie Post Exchange / Broome House (1906), a designated Sullivan's Island Landmark that contributes to the listed National Register district (see Attachment B, Historic Property Assessment). The lower-level gymnasium is currently served only by a single pedestrian door, which prevents large equipment, furnishings, vehicles, and motorcycles from being moved into the space.

The owner proposes one new access opening on the side (driveway) elevation facing the existing paved motor court, centered beneath the two windows above so that the established window rhythm of the wall is maintained. The opening will be approximately 8'-0" wide by 6'-6" high (final dimensions to be confirmed by field measurement and structural design). Its sill is set at the interior floor level, at the top of the lower concrete foundation course; the opening passes through the upper concrete course, the painted brick base, and the water table, and extends into the lap siding, stopping below the window sills. It will be fitted with a carriage-style wood door matching the design, stain, and hardware of the carriage doors on the existing garage previously approved for this property. The door will present as a traditional carriage door when closed; no roll-up door is proposed.

Access is by a drawbridge-type ramp stored inside the gymnasium. It swings outward over the existing landscaping only when in use, and it is not visible from outside when the door is closed. The full landscape bed below the opening remains in place, with mulch, flowers, and low shrubs continuing along the wall, so the planting reads as continuous when the door is not in use. There is no change to the driveway, pavers, grading, landscaping, or any other existing site improvements. There is no change to building footprint, height, principal building coverage, impervious coverage, or principal building square footage, and no DRB relief is requested.

2. Proposed Exterior Changes and Sequence of Work

Exterior changes to the historic structure are proposed: **Yes**.

1. Document existing conditions of the affected wall with measured drawings and photographs prior to any work.
2. Protect adjacent siding, trim, masonry, windows, and shutters for the duration of the work.
3. Carefully remove the lap siding and the section of water table within the opening by hand; salvage sound historic material for reuse in patching and repair.
4. Saw-cut the upper concrete course and painted brick base to the minimum required dimension, per a licensed structural engineer; install a steel lintel and finish the masonry jambs.
5. Install a structural header in the framed wall above, designed by a licensed engineer, with temporary shoring as required.
6. Install the carriage-style door, with new wood casing and trim sized to match the profile of the existing window casings on this elevation.
7. Patch siding and masonry at the perimeter of the opening, then prime and paint to match the existing body and trim colors.
8. Install the interior drawbridge-type ramp, stored inside the building and independent of the exterior finishes.

3. Consistency with Section 21-97(C) Historic Preservation Standards

Standard	Response
(a) Use	The building remains in residential use, with the lower-level hall used as a gymnasium and recreation space, consistent with its historic function as a recreation hall. The change adds functional access to that use and requires minimal change to distinctive materials, features, and spatial relationships.
(b) Historic character	The opening is placed on a secondary side elevation facing the private driveway near the rear of the building. It is not visible from Middle Street, and the rear of the property fronts lightly traveled Thompson Avenue. It removes only the siding, water table, and masonry within one opening. The landscaping below remains. The massing, roofline, window pattern, shutters, and primary facade are untouched.
(c) No false history	The door is a simple carriage-style service door. No conjectural historic features or elements from other buildings are introduced.
(d) Significant changes	No existing alterations that have acquired historic significance are affected.
(e) Distinctive materials	The lap siding, water table, painted brick base, and concrete foundation courses are retained around the opening. The water table is returned cleanly into the new casing on each side, and any disturbed material is patched in kind. Material removed from the opening will be salvaged for repair use.
(f) Repair over replace	No historic features are being replaced. Siding and masonry disturbed at the perimeter of the opening will be repaired in kind to match design, texture, and finish.
(g) Gentlest treatment	The work uses no chemical or abrasive treatments. Removal is by hand, and masonry cuts are limited to the opening.
(h) Archeological resources	The work is confined to the existing wall above grade and to the interior. No exterior excavation is proposed. If archeological material is encountered, work will stop and the Town will be notified.
(i) Compatible but distinguishable	The carriage door is recognizably contemporary work, differentiated from the 1906 fabric. Its scale, proportion, and wood construction are compatible with the building. It is centered on the existing window bays, and its design matches the carriage doors already approved on this property's garage, so the site reads as one coherent ensemble.
(j) Reversibility	The opening can be infilled in the future with framing, siding, and masonry matching the surrounding wall, and the essential form and integrity of the historic structure would be unimpaired.

4. Request

The owner requests Conceptual Review of the proposed access opening. The owner specifically requests the Board's direction on door finish, either stained to match the existing garage doors or painted to match the body and trim. If the Board finds the proposal acceptable as submitted, the owner requests that final approval be granted at the October 21, 2026 meeting.

ATTACHMENT B

Historic Property Assessment

1714 Middle Street, Sullivan's Island, SC 29482 | TMS 523-08-00-049

Owner/Applicant: William J. Sandvig | Meeting: October 21, 2026 | Request: Conceptual Review

1. Identification and Designation

Historic name	Fort Moultrie Post Exchange / Broome House
SHPO site number	1005
Tax map number	523-08-00-049
Date of construction	1906
National Register status	Contributes to the listed National Register historic district
Local designation	Sullivan's Island Landmark
Source	Town of Sullivan's Island 2023 Architectural Survey Update, Appendix B (NewSouth Associates)

2. Historical Significance

The building was constructed in 1906 as part of the Fort Moultrie military reservation and served the garrison as its post exchange, including a large hall used for the soldiers' recreation and gatherings. It is one of the surviving support buildings of the early twentieth-century fort and shares its setting with the Junior Officers' Quarters, the Administration Building, and the other Fort Moultrie resources along Middle Street. Its significance lies in that military history and in its association with the Fort Moultrie group of buildings. The primary expression of that significance is the Middle Street facade: the pedimented temple front with its colonnaded portico, oculus, arched fanlight entry, and symmetrical fenestration.

3. Character-Defining Features

The character-defining features of the property are: the Middle Street temple-front facade and portico; the overall rectangular massing and roof form; the regular rhythm of tall window openings along the side elevations; the painted wood lap siding and the water table separating it from the painted masonry base; and the tall interior volume of the former hall. Of these, the proposed work touches only the siding, water table, and masonry base within the footprint of one opening on a secondary side elevation. It does not affect the facade, portico, massing, roof, or window rhythm, and the interior volume is retained.

4. Existing Condition and Prior Rehabilitation

The property underwent a comprehensive rehabilitation completed approximately two years ago. That project restored the building's exterior and adapted its interior, including the lower-level hall, to residential use. The building is in excellent condition. Exterior materials on the affected side elevation were repaired or replaced in kind during that rehabilitation. Whether individual elements at the location of the opening are original 1906 fabric or in-kind replacement will be confirmed from the rehabilitation records, and all removed material will be salvaged in either case.

5. Assessment of the Proposed Work

Scale. The proposal is a single opening of approximately 52 square feet (8'-0" x 6'-6") in one wall. It is fractional in comparison with the rehabilitation already completed on the property. There is no change to footprint, height, roof, massing, lot coverage, impervious surface, driveway, or landscaping.

Location and visibility. The opening is on a secondary side elevation near the rear of the building, facing the private driveway. It is not visible from Middle Street, and the rear of the lot fronts lightly traveled Thompson Avenue. The Middle Street facade that embodies the building's significance is untouched.

Compatibility. The opening is centered beneath the two windows above, preserving the fenestration rhythm. The carriage-style wood door matches doors already on the property. It is compatible in material and scale and is clearly identifiable as new work. A utilitarian service opening is also consistent with the building's history as a working support building of a military post.

Setting. The landscape bed beneath the opening remains fully planted. The ramp is stored inside and is not visible when the door is closed, so the wall reads as a planted base with a carriage door above it.

Reversibility. The opening can be infilled in the future with framing, siding, water table, and masonry matching the surrounding wall, without impairing the essential form or integrity of the building.

6. Conclusion

The proposed opening has a minimal, localized, and reversible effect on a secondary elevation that is not visible from Middle Street. It does not diminish the features that convey the significance of the Fort Moultrie Post Exchange, and it is consistent with the Section 21-97(C) standards addressed in Attachment A. The owner will supplement this assessment with the Town's survey card for SHPO site 1005 and the rehabilitation records before the October 21, 2026 meeting.