

# TOWN OF SULLIVAN'S ISLAND DESIGN REVIEW BOARD

## REGULAR MEETING MINUTES Wednesday, May 15, 2019

A regular meeting of the Town of Sullivan's Island Design Review Board was held on the above date at 6:00 p.m. at Town Hall, 2056 Middle Street. All requirements of the Freedom of Information Act were verified to have been satisfied. Present were Board members Beverly Bohan, Ron Coish, Steve Herlong, Linda Perkis, Rhonda Sanders, and Bunky Wichmann.

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

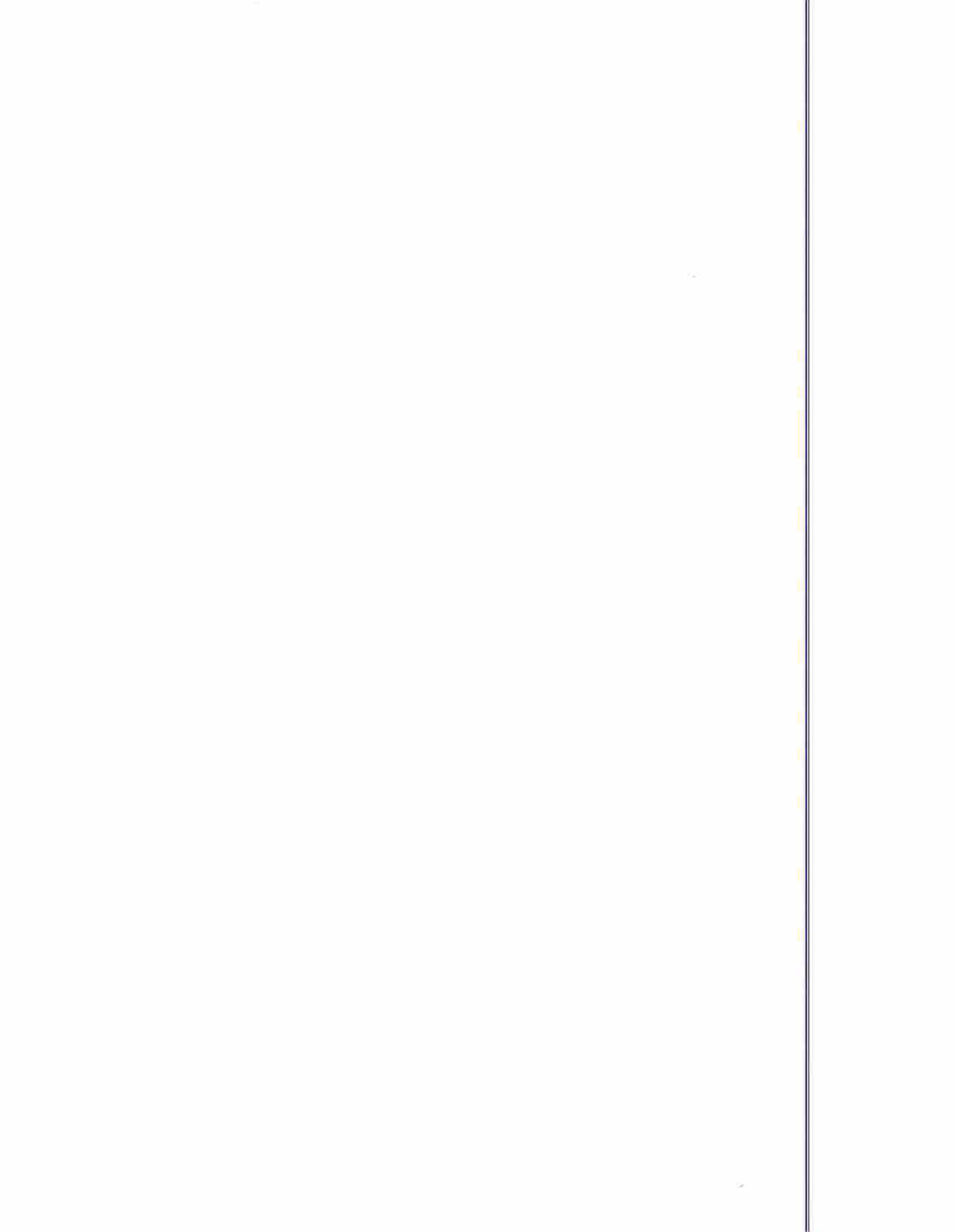
Staff Members present: Joe Henderson, Director of Planning/Zoning Administrator, Jessi Gress, Business Licensing and Permit Technician, Randy Robinson, Building Official and Max Wurthmann, Building Inspector.

Members of the public present: Cynthia Holmes, Gerald Kaynard, and Jim Henshaw.

- I. **CALL TO ORDER:** Mr. Herlong called the meeting to order and stated that the press and public were duly notified pursuant to State Law and a quorum of Board Members were present. There were no known members of media present.
- II. **APPROVAL OF MINUTES:** Mr. Wichmann made a motion to approve the April 17, 2019 Meeting minutes. Ms. Bohan seconded this motion. All were in favor. None opposed. Motion passed unanimously.
- III. **PUBLIC INPUT:** Ms. Cynthia Holmes spoke to the length of the April DRB meeting and stated it was a wake-up call to the good will and undue burden being placed on the Board. Ms. Holmes stated that constituents are adversely affected by this as well. Ms. Holmes requested consideration of some sort of platform like a committee or workshop that could explore the length of meetings.
- IV. **NON-HISTORIC DESIGN REVIEWS:**

**2256 Myrtle Avenue:** Carl McCants, applicant, requested approval of a new home construction located within the Atlanticville Historic District. No modifications are requested. (TMS# 529-06-00-111)

Mr. Henderson stated that the existing non-historic home is to be demolished; however, the parcel is located within the Atlanticville Historic District. He explained the Design Review Board is charged with reviewing the site changes for a Certificate of Appropriateness and ensure the



home design is in keeping with the historic character and scale of the surrounding neighborhood. Mr. Henderson stated that no standards are requested for modification. This project includes construction of a 1 ½ story home with front porches.

No public comment was made.

The Board agreed that the application stayed within neighborhood compatibility and the applicant did a great job with this design.

**Mr. Wichmann made a motion to approve this application for final approval. Ms. Bohan seconded this motion. All were in favor. None opposed. Motion passed unanimously.**

**1616 Poe Avenue: Mr. Henderson stated that the applicant got stuck in traffic and requested that the Board move on to the next agenda item.**

**2651 Bayonne Avenue: Kate Campbell of Beau Clowney Architects, requested final approval of a new home construction with modifications to the zoning standards for principal building square footage, principal building coverage, side setbacks, second story side façade setbacks, and principal building side façade. (TMS# 529-11-00-070)**

Mr. Henderson stated that the Design Review Board granted conceptual approval of this project on March 20, 2019. The request for principal building square footage has been increased from 21% to 23%; however, the principal building coverage has been decreased from 5% to 2%.

No public comment was made.

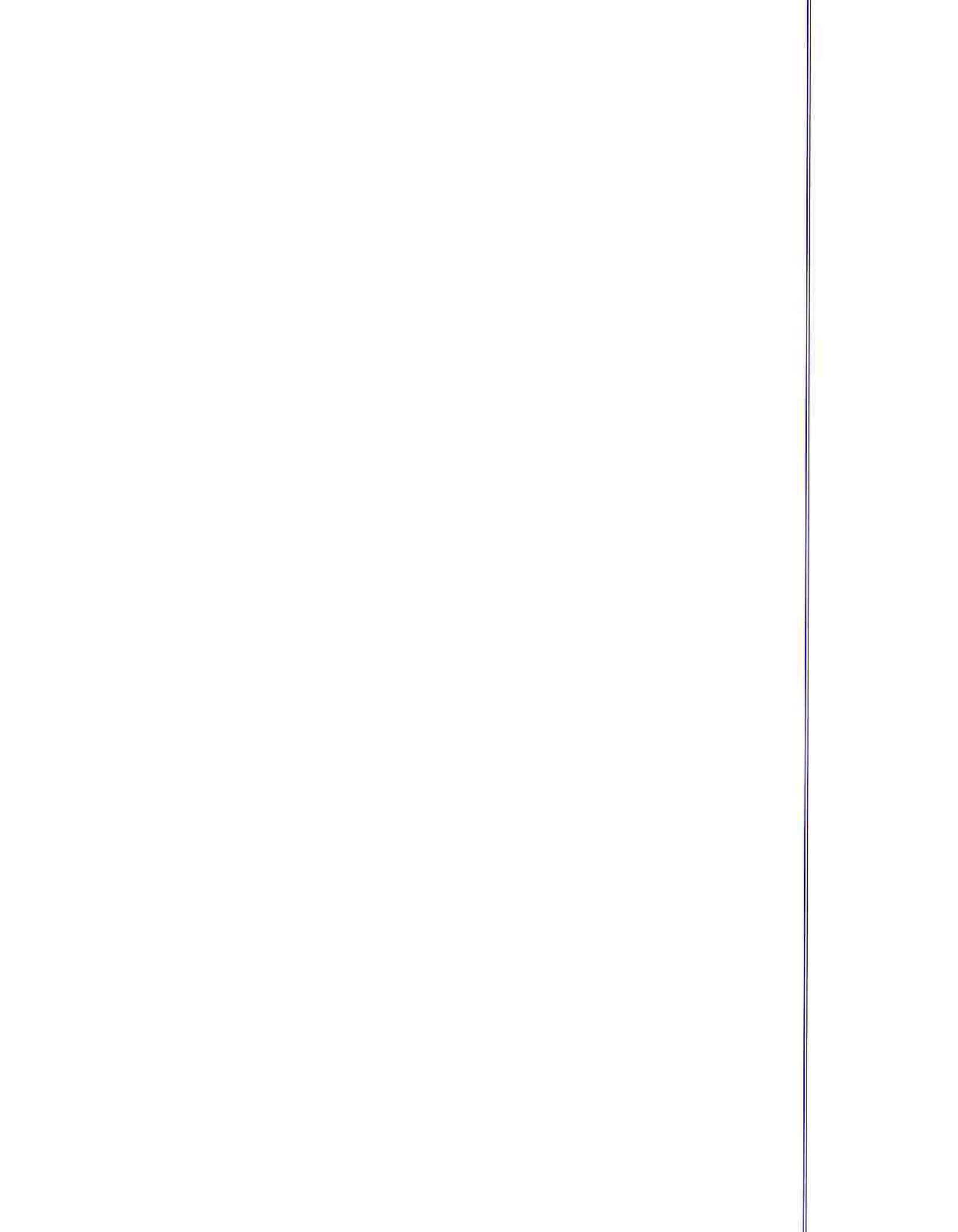
The Board agreed that they are in favor of this application.

**Mr. Wichmann made a motion to approve this application for final approval. Ms. Sanders seconded this motion. All were in favor. None opposed. Motion passed unanimously.**

**1616 Poe Avenue: Craft Design Studio, applicant, requested final plan approval of a new home construction with modifications to the zoning standards for side setbacks and second story side façade setbacks. (TMS# 523-08-00-011)**

Mr. Henderson stated that on April 17, 2019, a revised design was presented and received preliminary approval from the Design Review Board. The new design was created by the project manager Kenny Craft, AIA to address the concerns of the residents of the surrounding neighborhood with the goal of relating better to the vernacular design of Sullivan's Island's homes. Mr. Henderson also stated that the original proposed roof top deck was removed as per the request of the DRB.

Ms. Cynthia Holmes requested to make public input prior to the applicant's presentation and stated for the record there were documents submitted for the April 19, 2019 Design Review



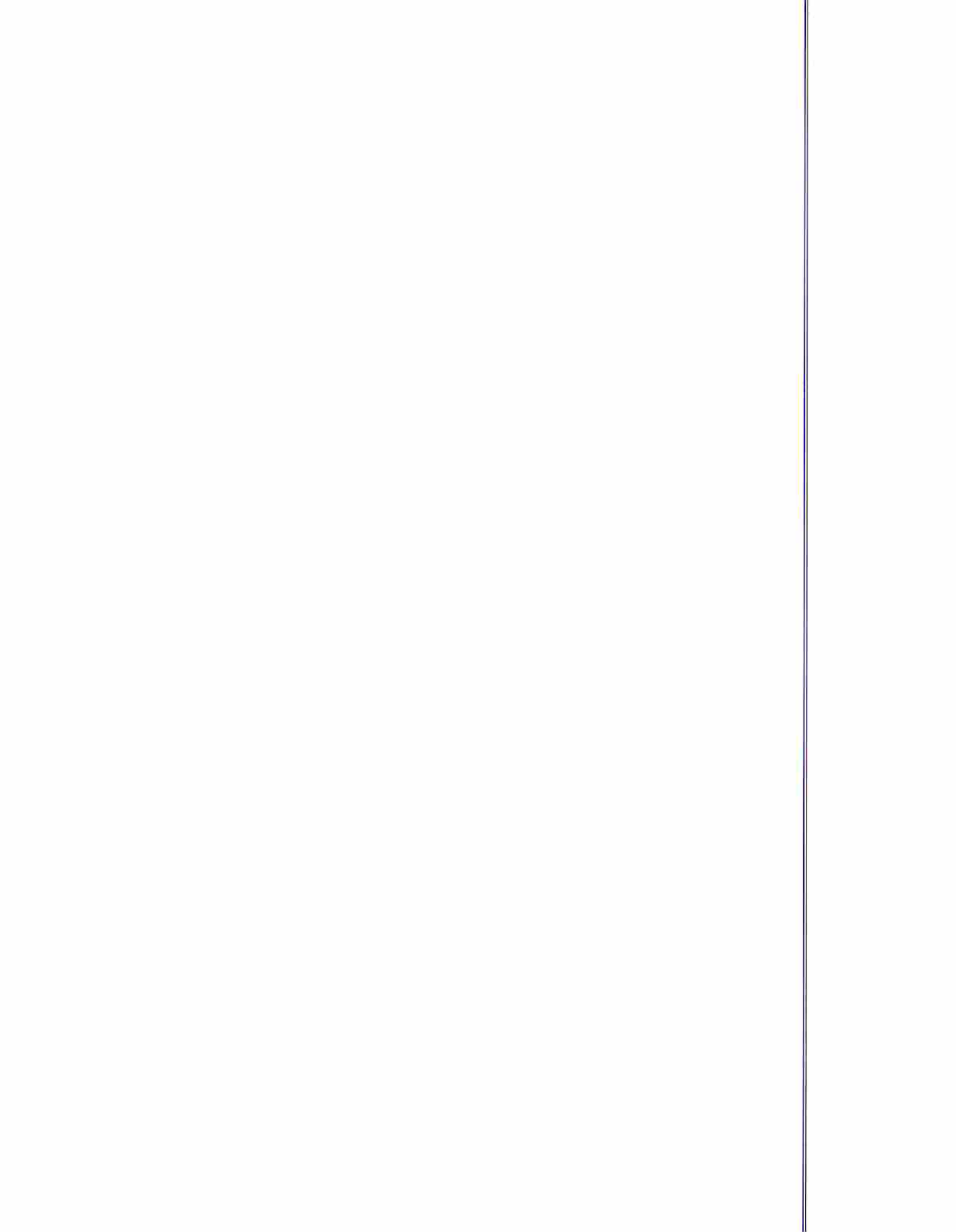
Board Meeting that the Board Members never received and the public was not made aware of that omission until after the meeting.

**Ms. Holmes submitted a packet to the Board for review (Exhibit 1).**

Ms. Holmes stated that she would like the documentation given to the Board to be made part of the record. Ms. Holmes read a letter from a neighbor who was unable to attend the meeting:

*"I wanted to share my position as a neighbor. My name is Chris Kronzer and I live at 1611 Middle Street. My property is located directly behind the applicant. My main points are as followed: There are requirements in place for a reason. If the homeowner wants to achieve a certain size house then the Design Review Board should deny their request and encourage them to find a lot on the island that suits their requirements. Second, what is the real reason why the homeowners need the increase? The only logical reason I can see is they want more space. If it is not for space purposes then they should design something in accordance with the building guidelines it's that simple. If it is for space, the Design Review Board should deny this request and encourage the property owners to obtain a larger property on the Island to build their ideal home. Third, what are the guiding principles that the Design Review Board uses to determine an increase and when it should be granted or denying? What are the extenuating circumstances for this homeowner when they need to go beyond what is allowed? Knowing this information would be beneficial as I have not heard or read anything that makes this a unique situation. This looks to be a situation where the developer is doing this either because it will be an investment/future profit potential via a sale or trying to get the best deal possible by purchasing a smaller lot a building a larger home or disregarding rules and guidelines that have been established to maintain the historic and consistency of our unique island. If any of these are the case then they homeowner should be denied and encouraged to resubmit their plans once they have obtained a lot that can support their design without the need for increases. Lastly, I am not a lawyer however does the Town open itself up to potential lawsuits by approving some and denying others. Not my field of expertise but worth asking. Thanks Chris."*

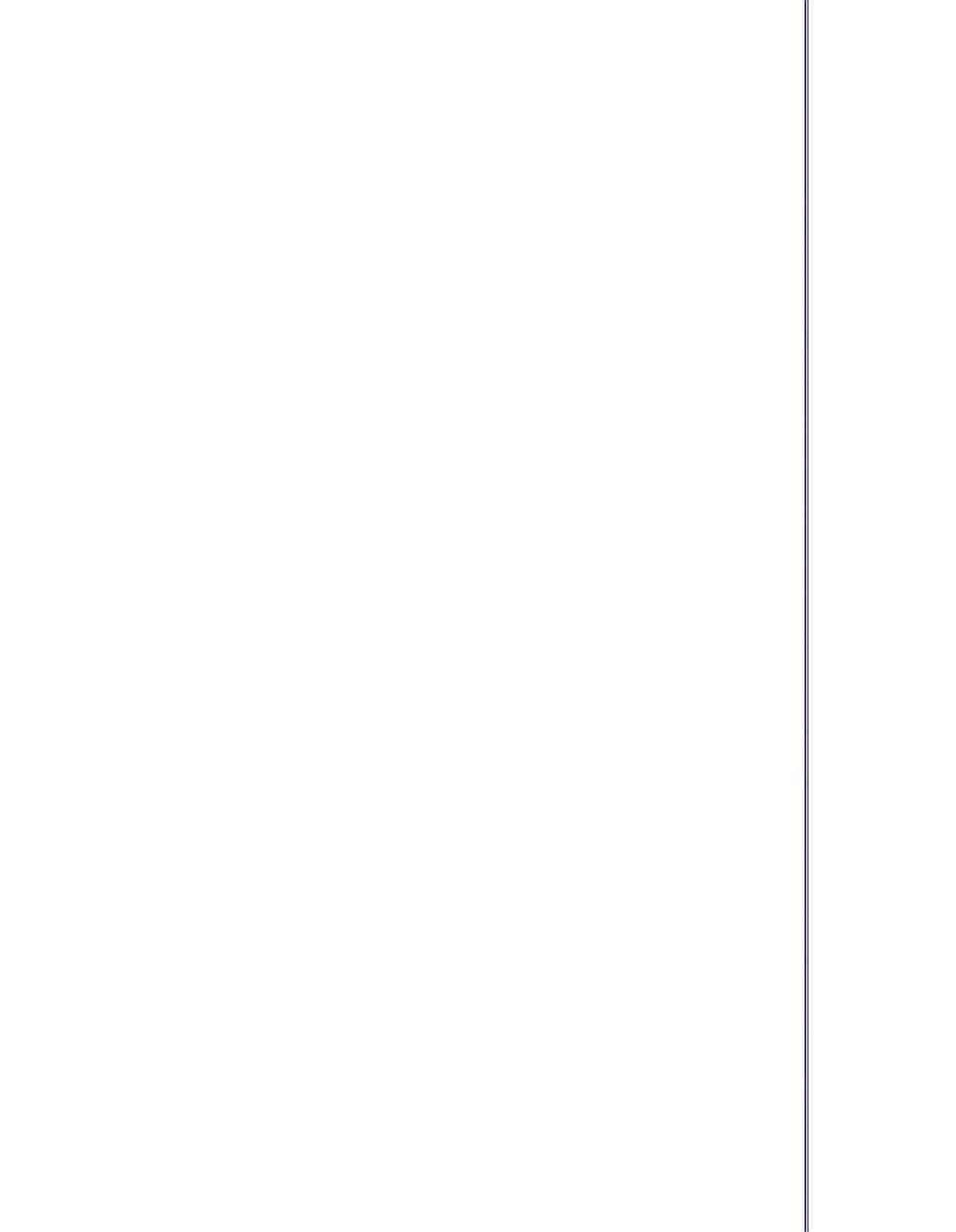
Ms. Holmes stated the applicant is required to provide advanced notice to the community by publishing the application on the website. She explained that the applicant failed to do this because the application is incomplete. She further mentioned, they are all here for Zoning Ordinance compliance and the developer's zoning worksheet is not current and is not consistent with other parts of the application; and for these reasons the required advanced notice has not been given. She further stated she does not wave objection to the required notice and would request that the application be postponed until the deficiencies have been corrected and, the Board should do the alternative which is to postpone the final consideration and move forward today with a frank discussion of mass, height, character, scale and neighborhood compatibility. Ms. Holmes stated that the community is here to balance competing interests. Ms. Homes believes that they are blessed to live on Sullivan's Island, not loved just by residents, but by locals and tourists who visit. The Island is a benefit to tourists as





well to the state. Further stating, there are a multitude of impeding interests to weigh in order to reach a more pleasing result with less mass, height, and more compatibility with the existing scale of this modest neighborhood in the historic district. Ms. Holmes stated that the community objects to the characterization in the application of the neighborhood as a tear-down. Ms. Holmes believes it behooves the Town to be wise stewards to preserve and protect and defend and not take for granted what is inevitable and unique about Sullivan's Island. The Town seeks a mutual, amusing and compatible resolution. She explained that the design is incongruous and inconsistent with the historic district standards and the very reasonable prior suggestions that have been made by the Board and have been ignored. She further stated the Board must never forget the historical significance and proximity to Fort Moultrie which supports maintaining the good example which has already been set on the Poe Avenue block and not set a bad example. Ms. Holmes stated that their neighbor at 1607 Poe Avenue has spoken at a previous meeting regarding the application in support of the Zoning Ordinance. She further stated the community is welcome and invited the current applicant and future neighbor. Ms. Holmes believes the community, applicant and homeowner can work together. Ms. Holmes stated the concerns for the current designs are the east side façade and the overall design is overwhelmingly massive within a low mass and low scale neighborhood. Four out of five homes located on that side of the property have ground floor living space. The historic neighborhood compatibility has not been demonstrated on the current plans. She further stated the application is incompatible with Sullivan's Island historic district guidelines, traditional island architecture, and neighborhood compatibility. Ms. Holmes stated that the neighborhood endorses Mr. Kronzer's statements that the increases are being requested unnecessarily. There is no obvious obstacle to meet the Zoning Ordinance. This design is not in compliance with several ordinances and guidelines which are not included in this application including flat roofs in two sections, porches and decking that exceed the ordinance significantly, decking that exceeds the guidelines, and impermissible ratio of porch and deck which is over the principal building square footage. The packet submitted to the Board also includes Mr. Henderson's information regarding the lowest floor elevation which the community would request. She further questioned whether there would be fill placed on the lot and if so, how much. Ms. Holmes stated there is also a request to address the stormwater runoff with the consideration in tying into the drainage system. She requested for a grading plan to be presented to address the stormwater issue. Ms. Holmes believes the applicant has not met the requirements to justify the request for relief. Ms. Holmes stated it looks as though the applicant is requesting a third story and believes that neighborhood compatibility is more consistent with a one and a half story home.

Mr. Henderson stated that in reference to Ms. Holmes' comments, Town staff has complied with the Freedom of Information Act requirements by advertising all applications before the Design Review Board. This includes posting the agenda as an advertisement in the local newspaper, posting a digital copy of the application and plans on the Town's website for public review, and posting a public notice sign on each property at least ten business days before the Design Review Board meeting. All these requirements were met and are met for every DRB meeting. Another point made by Mr. Henderson was related to massing increases for new constructions. The DRB grants three different increases or modifications to the massing



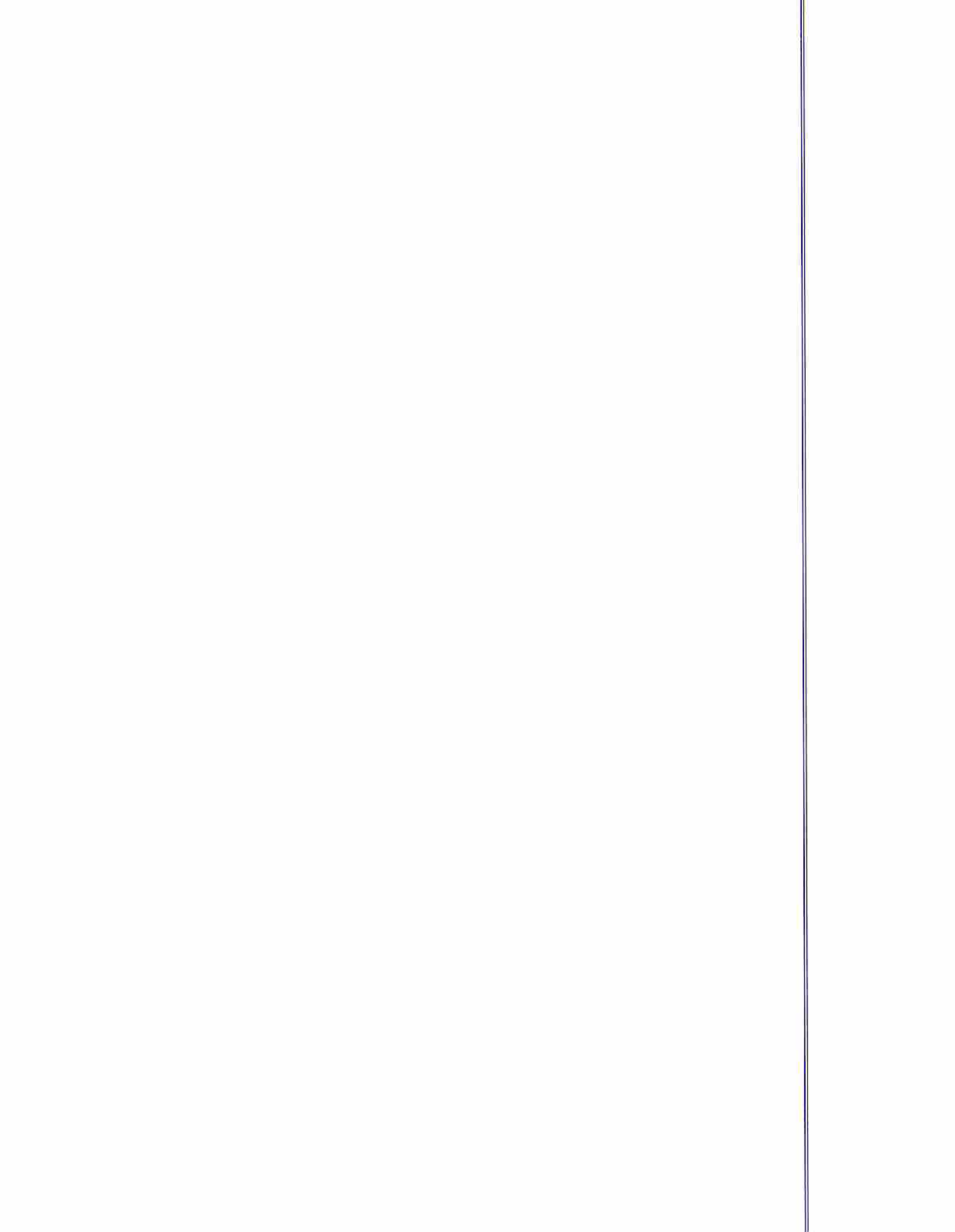


standards: principal building square footage, principal building coverage and foundation height. Neither are being requested for this application. Architectural relief is being requested in the form of second story side setback for the east elevations. The application also includes a dimensional standard modification of 13% or 5' for east-side setback. Mr. Henderson stated that the applicant is not requesting any massing increases to their design and could in fact permit the proposed home at the staff level without coming before the Design Review Board, if the second story side setback and side setback relief was not requested.

Mr. Craft stated that he appreciates the concerns in the neighborhood but has been to four Design Review Board meetings. With each meeting the Board provided feedback to address all comments and concerns. Mr. Craft feels as though he has tried his best to make all the necessary changes required from the Board. Mr. Craft stated that this house does have to be elevated to meet all FEMA requirements but the house is two to three feet below what the max elevation allows. Mr. Craft understands that it is very difficult to make everyone happy in this particular situation but has tried very hard to please all the neighbors' concerns and it is well within reason of being built on this specific lot.

Mr. Wichmann stated that he appreciates the enthusiasm, passion and true love that the neighbors have for the neighborhood and understands the deeply rooted sentiments of the residents at all these meetings. Mr. Wichmann further explained the applicant has come a very long way since the first application submittal and the applicant has fulfilled everything the Board has asked them to do. Mr. Wichmann believes the application meets neighborhood compatibility standards and the massing is in line with the surrounding neighborhood. Mr. Wichmann stated that the removal of the roof top deck was a suggestion but the applicant went ahead and removed it all together. Mr. Wichmann would have liked the opportunity to review the packet handed out to the DRB by Ms. Holmes but since the packet was just handed to the members with the board was in session, he felt there is not enough time to review the information carefully. With that, Mr. Wichmann expressed he was in favor for final approval.

Ms. Perkis thinks the applicant is close but not there yet. Ms. Perkis believes that there are a lot of things that do not meet neighborhood compatibility. There is no flat roof on the rear of the house which the applicant has proposed and although the house is in a historic district, the porches must be at least eight feet deep; the applicant's porch is not. Ms. Perkis stated one thing about neighborhood compatibility is the pattern of setback which the applicant is going the max of twenty-five feet but no house in that area goes out that far. Ms. Perkis asked the applicant if there is a possibility to move the house further back on the lot. Ms. Perkis read Section 21-111 (H) which states: where appropriate, distinctive architectural styles that characterize a street or neighborhood. On Poe Avenue there are small houses and setback. Ms. Perkis understands that a small house cannot be built but by permitting this application, this street will be changed forever like a domino effect. Ms. Perkis recommended having a street oriented front door as this also will fall into neighborhood compatibility. Ms. Perkis stated she is not ready to grant final approval. Ms. Perkis made a recommendation that the applicant meet with the neighbors.



Mr. Coish stated that the applicant has come a long way with the application. Mr. Coish believes this is a Sullivan's Island home but seems to be really big with the lot. Mr. Coish loves the design but wishes that the structure could be smaller. Mr. Coish suggested a smaller structure and to downsize the massing. Mr. Craft stated the structure is at the lowest massing as possible to meet FEMA regulations. Mr. Herlong asked Mr. Henderson how much relief the applicant is requesting. Mr. Henderson responded by stating that the applicant is requesting relief to the second story side setback in the amount of 13% which brings the required 40-foot setback (20 feet on either side) to a reduction of 35' feet aggregate or 5 feet on the east side of the structure. Mr. Henderson stated the initial submittal presented by the applicant was a request for a 17% increase of building square footage which would bring the house size to 3716 square footage, which was denied by the Board. The applicant is not requesting any increase for principal building square footage at this time. Mr. Henderson stated that during the original submittal, the applicant requested principal building coverage in the amount of 20% which maximized the entire buildable area, which the applicant removed from his application. Mr. Herlong stated that the application being presented is a house that is very carefully crafted, very unique and an application that has been reviewed by the Board over several meetings. Mr. Herlong feels as though the application should be approved because if the Board does not, an applicant could come in and design a very ugly two-story box that could sit on this property that the neighbors would hate. This unrestricted design could feasibly be permitted at staff level without having to attend a Design Review Board meeting. Mr. Herlong stated there is very little relief being requested. Over previous meetings, the Board has asked the applicant to reduce the size of the house and increase the side setbacks and every time the applicant has done exactly what was asked by the Board. Mr. Herlong stated that during the last meeting, the Board asked the applicant to remove the rooftop deck and to restudy the right-side front porch which the applicant has done. Mr. Herlong believes they want Sullivan's Island to have unique architecture and something a little different from what is already located on Sullivan's Island which the applicant has done. Mr. Herlong is in favor of this application.

Ms. Bohan stated she agrees with Mr. Herlong because the applicant has taken what is allowed by the Town, which is 3701 square feet and the applicant has reduced this structure to 3150 square feet which is reduced by over 600 square feet and for that reason Ms. Bohan is in favor of this application. Ms. Sanders stated that she thinks this is a great design. Ms. Sanders understands that the neighbors do not want to see big houses going up in their neighborhood, but the applicant has complied with all of the requests of the Board. Ms. Sanders stated that the applicant could easily do what they want without coming to the Design Review Board. Ms. Sanders is in favor of this application.

**Ms. Bohan made a motion to approve the application for final approval. Mr. Wichmann seconded this motion. Four were in favor. Ms. Perkis and Mr. Coish opposed. Motion passed by a vote of 4-2.**

#### **V. HISTORIC DESIGN REVIEWS:**

**1760 I'On Avenue:** Beau Clowney Architects, applicant, requested final approval to modify a Sullivan's Island Landmark by adding an addition to the rear elevations. (TMS# 523-12-00-075)

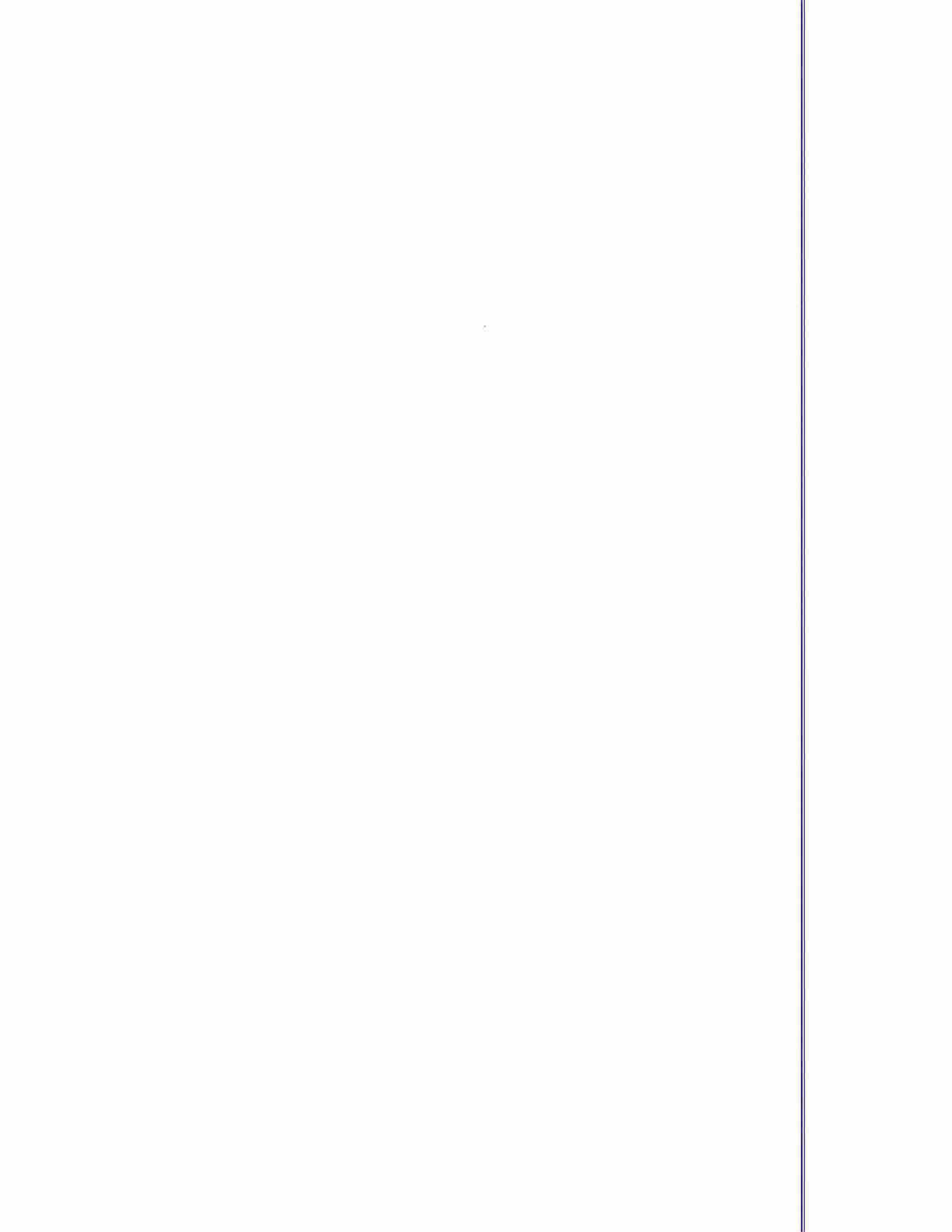
Mr. Herlong stated that one of the Design Review Board members sent an email to other Design Review Board members on Tuesday May 14, 2019 expressing this individuals' views regarding this application. This action is in violation of the Design Review Boards By-laws and procedures. He requested that the Board please disregard the email correspondence when conducting their review of 1760 l'On Avenue. Mr. Herlong stated that all evidence should be presented and considered in the public form. Mr. Herlong provided the applicant with a copy of this email and the letter submitted by Dr. R. Grant Gilmore (Exhibit 2 and 3).

Mr. Henderson stated that the property is identified as a Sullivan's Island Landmark by survey card #276. The home is within a row of ten similarly constructed buildings that served as senior officers' quarters for Fort Moultrie constructed circa 1905. The house was converted for use as a private residence in the early 1950's. Moderate damage occurred during Hurricane Hugo the however, most of the original siding, chimneys, and porch form were retained during post-storm renovations. Following Hurricane Hugo west side porches were enclosed. Mr. Henderson stated that during the March 20, 2019 Design Review Board Meeting, the Board required that a written assessment be submitted by a historic preservation specialist justifying the rear elevation addition of 309.6 square feet. This report was not included in the submittal. Mr. Henderson explained that he informed the applicant that it was not advised to present this application to the Design Review Board without the formal assessment requested by the Board.

No public comment was made.

Mr. Wichmann stated that the applicant is requesting to reduce the overall square footage of the property by formally enclosing some of the previously enclosed porch areas to return them back to the original open-air use. A portion of the square footage that will be reduced by the enclosed porches and will be added back with the addition. Mr. Wichmann expressed his appreciation for the depth and time that was put into this specific application. Mr. Wichmann finds the addition and the overall changes to be made will be beneficial to this property. Ms. Perkis stated that she likes the idea of the removal of the pool, gazebo, and the playhouse that is located on this property. Ms. Perkis asked the applicant if they are adding a room with a fireplace on the northwest corner of the property. The applicant responded "yes, and unclosing two porches, switching out the lattice with vertical slats under the house, new window will be placed in the rear of the structure which was previously there and will be using a historic window in that location."

Mr. Coish loves the overall cleanup of the house. Mr. Coish has a concern with an addition being placed on a historic home. Mr. Coish stated that this has never been done before to the Senior Officers' Quarters and doesn't want to set a precedent for the future. Mr. Coish stated that the applicant did a very good job but this is one road he feels he does not want to go down. Ms. Bohan asked the applicant if Dr. Gilmore made a site visit. The applicant responded by stating that Dr. Gilmore did not make a site visit. Ms. Bohan asked the applicant to clarify the small addition replacing a non-historic porch in the rear of the existing structure because on the application the applicant is asking for the complete removal of the non-historic porch. The



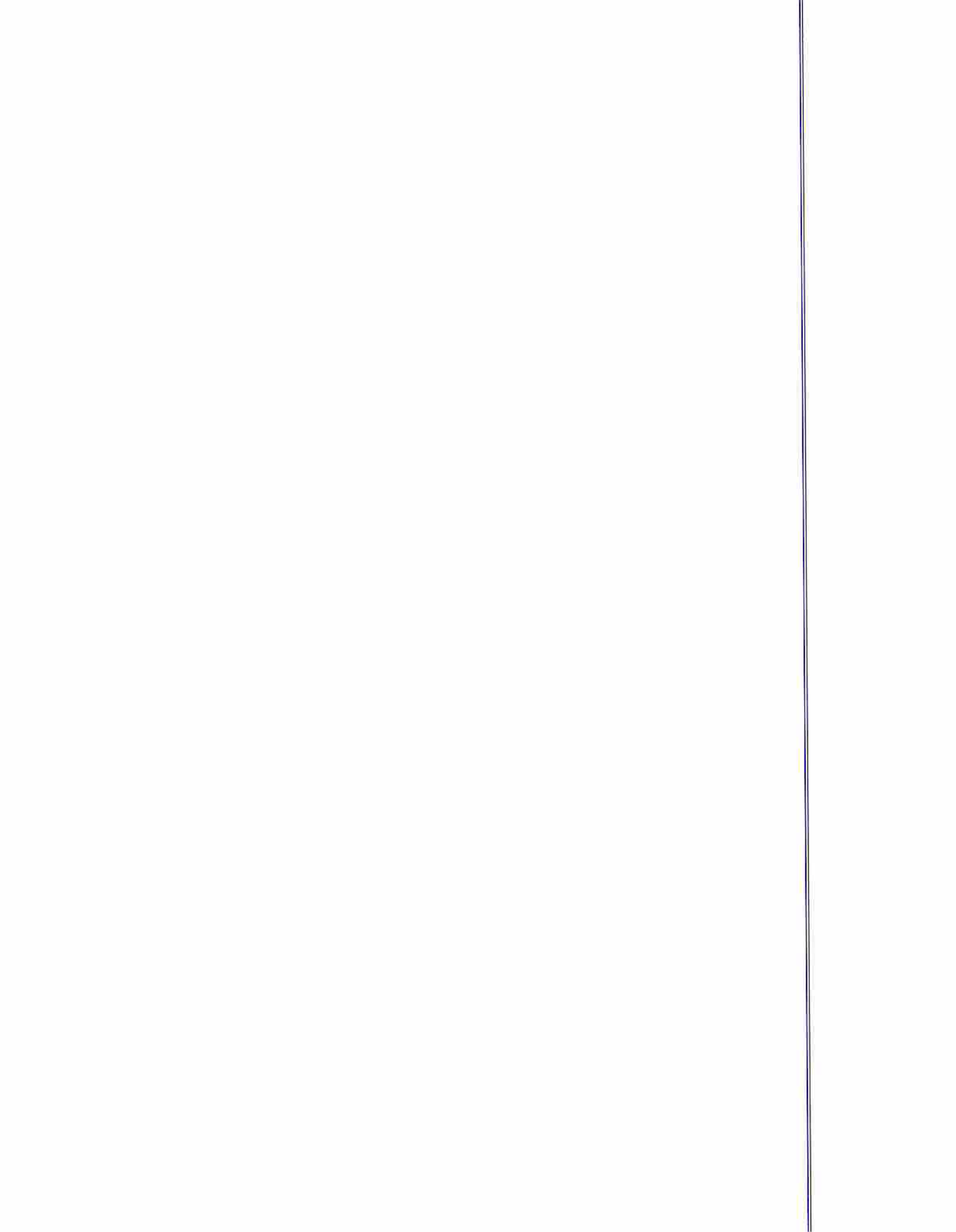
applicant stated that on the plat you can see a small porch located on the back of the structure which is not historic. The applicant stated that the addition will be going in the place of this porch which is why he requested a replacement instead of a complete removal. The applicant stated that a jog was created between the porch and the south side of the structure to differentiate the addition from the existing porch.

Ms. Sanders stated that she likes the design but will never set a precedent and agree to an addition on the Senior Officers' Quarters or any other 6,000 square foot property. Ms. Sanders stated that doing an add-on to the Junior Officers Quarters is a little different because they are smaller. Ms. Sanders believes the applicant is asking for a large amount in principal building and total square footage. Ms. Sanders believes if the Board approves this application it will create a snowball effect that she does not want to be a part of. Mr. Herlong stated that these are large structures but when you walk through them, they are incredibly simple structures that fit a lifestyle from one hundred years ago. Mr. Herlong stated that you have to give the property owners credit if these large structures to keep up with the upkeep and general maintenance of these structures. Mr. Herlong believes the addition being presented will give the property a contemporary feel. When using the Secretary of Interior Standards, it does not state that an addition cannot be done. Because this is a renovation, the homeowners have every right to request what is presented to the Board.

**Mr. Wichmann made a motion to approve this application for final approval. Ms. Bohan seconded this motion. Ms. Sanders opposed. Motion passed by a vote of 5-1.**

**924 Middle Street:** Julie O'Connor, applicant, requested preliminary approval to alter a Traditional Island Resource by removing nonoriginal elements, adding a new addition and elevating the home. Modifications were requested for front setbacks and principal building side façade. Ms. O'Connor presented the Board with two different options. One plan being presented has a wraparound porch and the second plan does not. (TMS# 523-06-00-016)

Mr. Henderson stated that the applicant received conceptual approval from the Design Review Board on December 19, 2018. During the February 20, 2019 Design Review Board meeting, this application was deferred and the Board requested that the applicant make several recommendations which can be referenced in the February 20, 2019 Meeting minutes. Mr. Henderson stated that this property is identified as a Traditional Island Resource by historic survey card #357 and located within the Moultrieville Local Historic District. Mr. Henderson recommended that the Board focus on Section 21-44, elevations of Historic Buildings, which states that the height of the finished floor elevation can be no more than one foot above the required FEMA base flood elevation. Mr. Henderson recommended the DRB ensure the building's principal architectural features will be maintained and proportional to the elevated foundation. The historic structure should maintain the building's historic perspective from the principal right-of-way. All historic architectural elements should be maintained after elevation or relocation. Mr. Henderson stated that scale and minimalization and architectural screening should be considered in the way of fencing, landscaping (foundation plantings), stair configuration and any other site considerations noted by the Design Review Board.





No public comment was made.

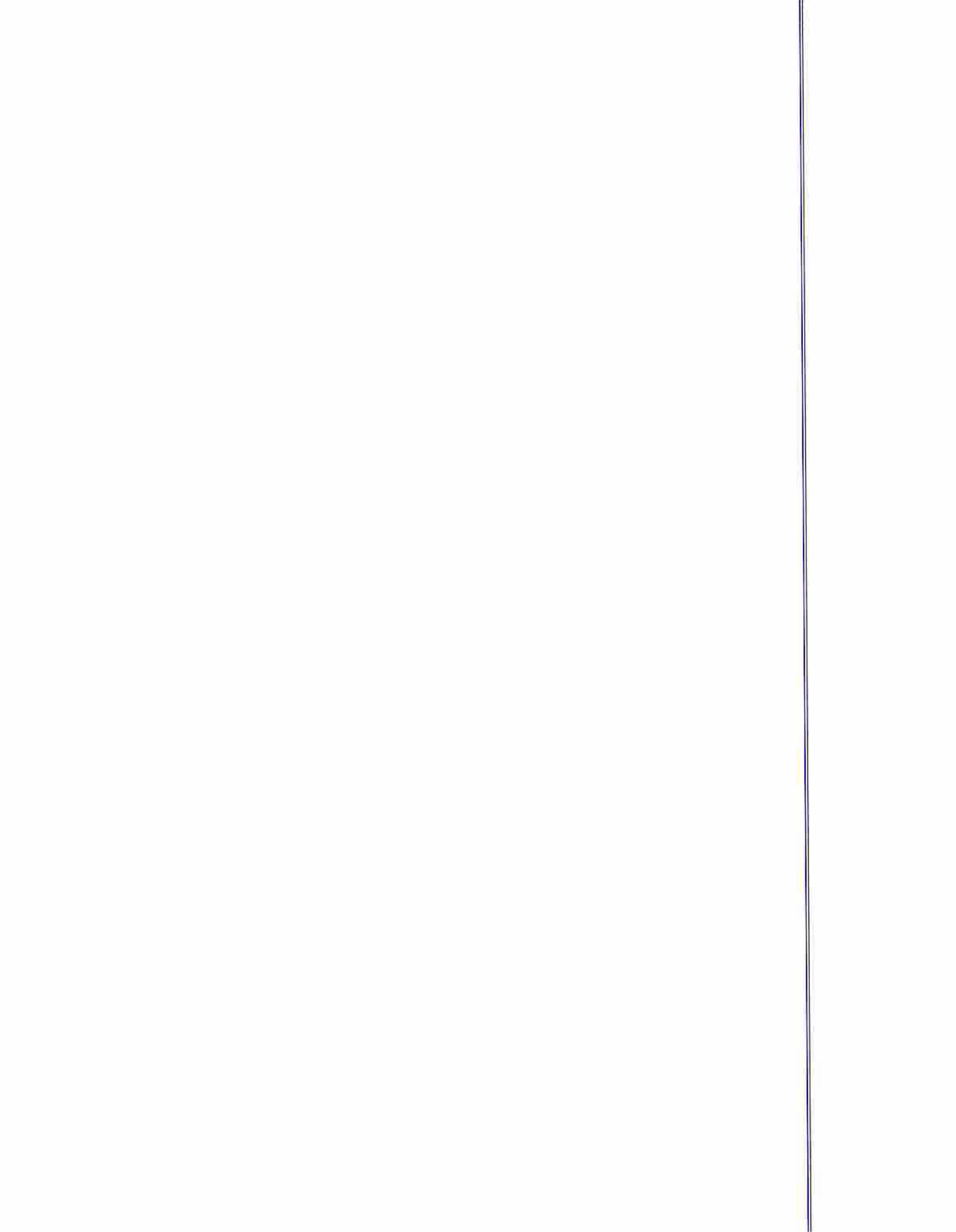
Mr. Wichmann stated that the Board gave the applicant a list of different items to review and revise which were changed but other problems arise after the changes were made but the applicant met all requests made by the Board. Ms. Perkis asked the applicant how high the home would be from the ground. Ms. O'Connor responded by stating the house will be ten feet off the ground. Ms. Perkis has no problem with the master suite addition but does have a problem with changing the dormer. Ms. Perkis stated that she doesn't understand how the Board can allow this addition with a wraparound porch on the left side of this structure because they are not things that can be easily removed. Ms. Perkis believes the goal of the Design Review Board is to preserve historic homes and granting this approval will make this too altered and could potentially be removed from the historic list in the future. Ms. O'Connor informed the Board that as of now this structure is already too altered from its original view. Ms. O'Connor informed the Board that this current structure as it appears now does not show up on any of the historic surveys.

Mr. Henderson stated that this property is designated as a Traditional Island Resource which indicates that it still maintains some historic fabric but has been heavily altered. Mr. Coish stated that this is a historic home that has been heavily altered but the plan with the wraparound porch is pleasing to the eye. Mr. Coish does not mind the front dormer change. Mr. Coish stated that this property has been altered so much but believes Ms. O'Connor is cleaning it up and likes the design. Ms. Sanders stated that the design looks nice and the applicant made the proper changes requested by the Board. Mr. Herlong likes the wraparound porch but when looking at the existing structure it is in dire need of being rehabilitated and to meet FEMA guidelines. Mr. Herlong believes the proposed plans are very attractive. Ms. Bohan agrees with Mr. Herlong. Ms. Bohan believes this structure needs the left side elevations to meet neighborhood compatibility and to meet FEMA guidelines. Ms. Bohan believes the applicant did a great job of making all modifications given by the Board. Ms. O'Connor requested final approval if possible.

**Mr. Wichmann made a motion to approve the application with the wraparound porch and the addition of the master suite for final approval. Ms. Sanders seconded this motion. Ms. Perkis opposed. Motion passed by a vote of 5-1.**

**1714 Middle Street:** Josh Dunn, applicant, requested conceptual approval to construct a detached garage and add a swimming pool and decking to a property designated as a Sullivan's Island Landmark. Modifications were requested to the zoning standards for side setbacks. (TMS# 523-08-00-049)

Mr. Henderson stated that this property is known as the "Fort Moultrie Post Exchange" by way of survey card #260. This property was built in 1906 as part of the military support facilities expansion of the early 20<sup>th</sup> century. The original integrity of facades remains. The applicant is requesting the following:



- 25% for side setback relief for the placement of swimming pool in the side yard
- Demolish garage constructed in the 1970's
- Install elevated swimming pool and elevated deck
- Accessory structure height increases of 20% or 3.6'. Total height will be 21' 6"
- No coverage relief was requested

No public comment was made.

Mr. Wichmann stated that for conceptual approval, the applicant looks great. Mr. Wichmann asked the applicant what would be the use for the upstairs portion of the garage. Mr. Dunn stated that the garage will be a two-car garage on the lower level and there will be some heated and cooled space on the second floor but currently does not have a specific use for this space. Ms. Perkis also is concerned about the second story use above the garage. Mr. Henderson stated that this property can apply for a historic exemption which means they can exempt 50% of the existing square footage. Mr. Henderson stated that this application would qualify for the exemption of heated square footage. Mr. Henderson stated that accessory structures are not permitted to have any type of plumbing in a detached accessory structure per the Zoning Ordinance. Mr. Coish stated that he is ok with this application. Ms. Bohan stated that she is good with this application. Ms. Sanders stated the application looks good but is not a fan of the garage being so tall. Ms. Sanders believes a lower garage would suffice. Mr. Herlong stated the application and presentation is really interesting and helpful.

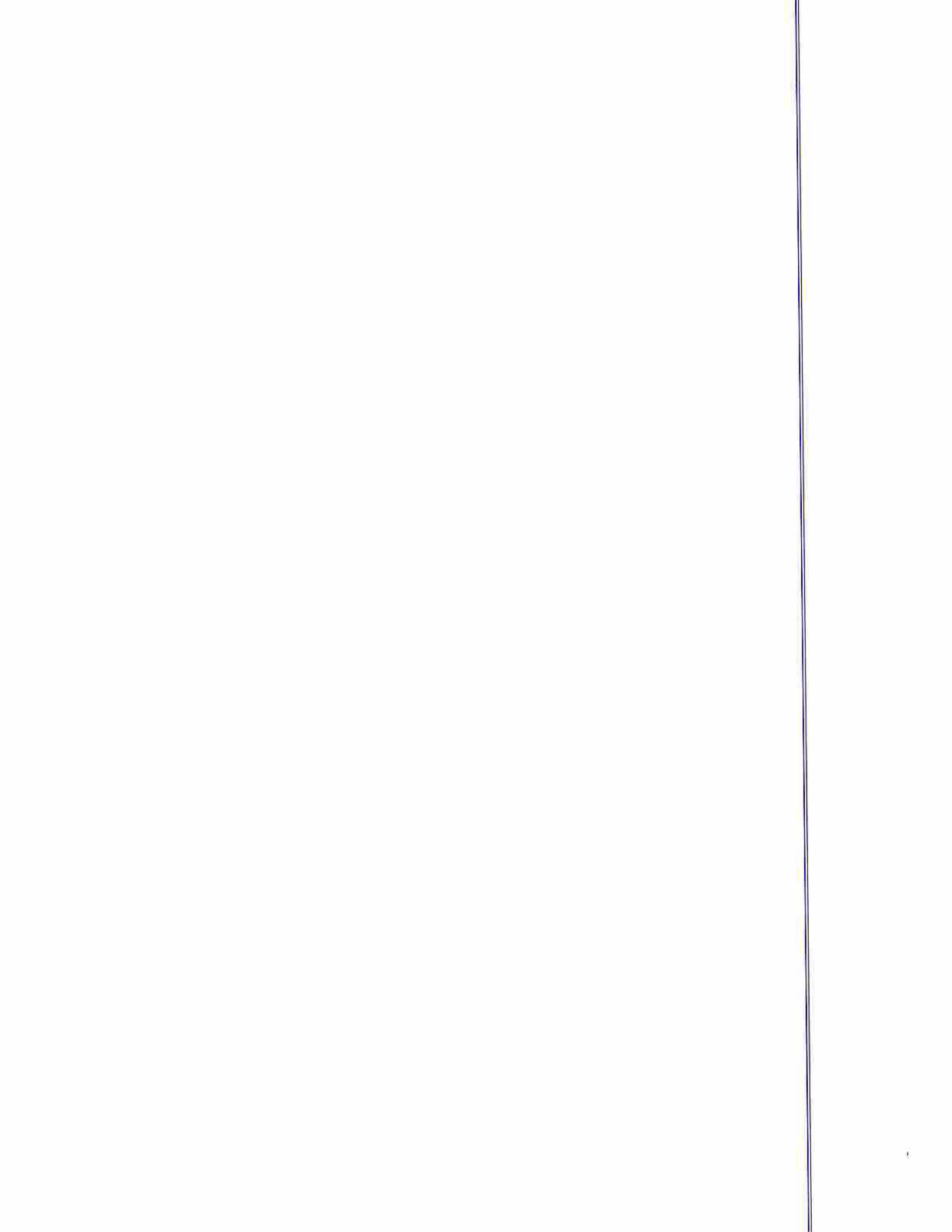
**Mr. Wichmann made a motion to approve this application for conceptual approval. Ms. Sanders seconded this motion. All were in favor. None opposed. Motion passed unanimously.**

Mr. Herlong recused himself from the presentation of 2216 Middle Street (Exhibit 4).

## VI. COMMERCIAL DESIGN REVIEW:

**2216 Middle Street:** William Bussie, applicant, requested a parking plan approval for a change of use (multi-tenant space with take-out delicatessen use and office use) in accordance with Zoning Ordinance Section 21-143. D (2). Parking requirements for lots within the CC-District (TMS# 529-05-00-031)

Mr. Henderson stated the previous use of this building was that of a real estate office with parking spaces located in the rear yard area of the property. The parcel is split zoned and has road frontage only on Middle Street. A 7-foot-tall fence currently exists along the perimeter of the parking area which complies with the buffering requirements of the Commercial District. ADA spaces are shared by the subject building and the adjacent office building however it is not clear if the spaces comply with the ADA standards. Mr. Henderson stated that the new tenants are proposing to convert the office use to a to-go style delicatessen and retail market. The delicatessen/retail market is permitted as a conditional use provided the Design Review Board



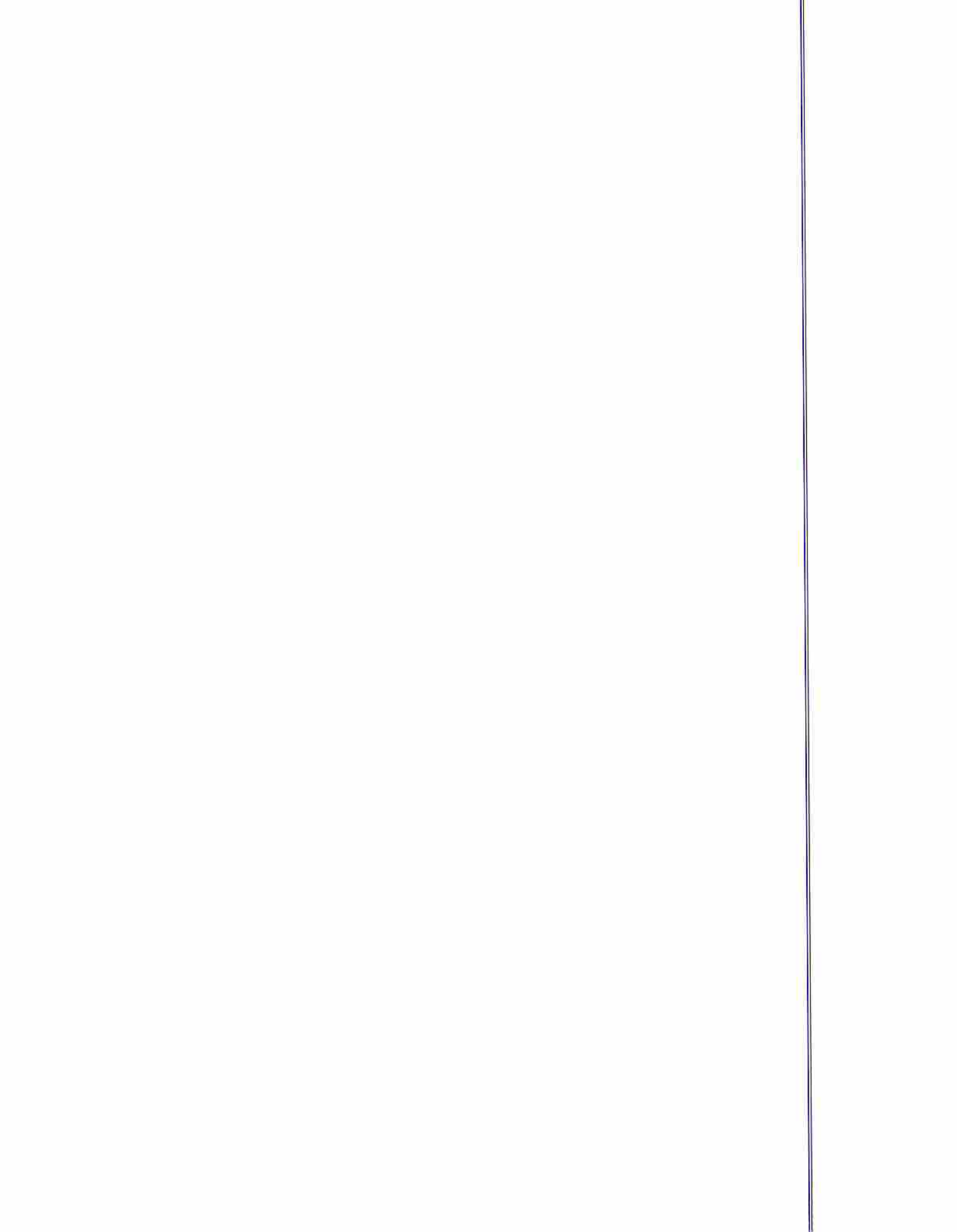
grants approval of the parking plan and any increases in parking demand of the district. No inside or outdoor seating is permitted as part of this conditional use.

Mr. Wichmann stated he wants the business to be successful but with success that creates a traffic issue for the residents of Sullivan's Island which sometimes brings a win-lose situation. Mr. Wichmann stated that there are nine parking spaces in the back but the inflow and traffic in and out of the back lot is the issue. Mr. Wichmann is concerned about the businesses surrounding this property and the surrounding residents.

Mr. Gerald Kaynard, owner of this property, stated that he has owned this property for several years and it has had many uses over time such as a retail gift shop, an art gallery, a real estate office, general offices, and a spa. Mr. Kaynard wants what he believes the residents would want which would be a small locally owned business that is appropriate for the Island and Mr. Kaynard believes this business is just that. Mr. Kaynard stated that the rear access point to the parking is located between 2214 Middle Street and Poe's Tavern which is an approved SC-DOT driveway. Over the years parking has changed on Middle Street such as the removal of parking on one side. Mr. Kaynard believes that the parking located in the rear of 2216 and 2214 Middle Street has never been an issue in the 20 plus years Mr. Kaynard has owned this property. Mr. Kaynard stated this is a to-go restaurant and does not plan to draw large amounts of traffic and for that reason the parking should be sufficient for this business.

Mr. Wichmann asked how many employees would be on site. Mr. Bussie responded by stating that one employee for the office and two for the restaurant giving a total of three employees. Mr. Wichmann asked where these employees would be parking. Mr. Bussie responded by parking behind the building or somewhere around the island. Mr. Wichmann recommended having the employees park somewhere where there will be no effect to this business or the other surrounding businesses. Mr. Wichmann believes there should be some kind of plan in place if this business starts to negatively affect the surrounding businesses. Ms. Perkis stated that the sign located at the entry of the back-lot parking area should be removed because she feels as though it is misleading in staying beach parking and you have to pay ten dollars to park in this lot. Mr. Coish stated that this lot does have parking in the back, however the issue at hand is still the parking. Mr. Coish stated that the business being proposed is a business where people are already in the area and are going to stop in from the beach and for this reason, he believes it is a go. Ms. Sanders believes that it looks as though the applicant will be creating more parking spaces than are there now.


Jim Henshaw from Herlong and Associates (2214 Middle Street), stated that the box for paid parking is there for visitors to pay to park at night. Mr. Henshaw stated that his company is looking forward to having a new neighbor and hopes they succeed. Mr. Henshaw commented that it will work until it does not work anymore and then we will need to change something. The issue with this parking lot is it is tight, not very wide, and half of the time there is a beer truck parked in front of the driveway which makes it hard to get in and out. The increase in traffic coming in and out is the main concern.



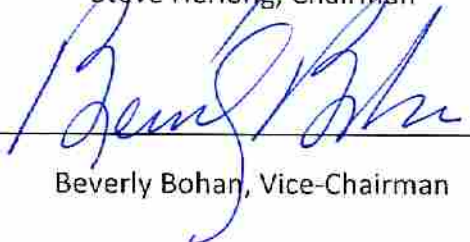
Ms. Bohan asked the applicant what the deck will be used for. Mr. Bussie responded by stating the deck will not be used unless the customer is waiting for food. There may be a place for handicapped and expecting mothers to sit on a bench but no seating or tables will be placed on the deck for the patrons or public. Mr. Henderson stated that Town Staff has not had a chance to do a full zoning compliance review of these plans because the application and site plans were submitted to the Design Review Board. Mr. Henderson asked the applicant if there is existing ADA parking space. Mr. Kaynard stated that he believes there are two parking spaces on the property with a sufficient width to qualify as ADA parking. Mr. Henderson stated that ADA is a federal requirement that every parking area that is modified to establish one eight-foot-wide parking space with an unloading isle per parking lot with under 20 spaces. Mr. Henderson asked the applicant if there will be any modifications made to this site. Mr. Kaynard stated that no modifications will be made unless some small signs may be posted. Mr. Henderson identified the plans showed a golf cart parking area in the front yard of the property. Henderson stated that no parking is permitted in the front yard area so all vehicle and golf cart parking will be required at the rear of the property.

Mr. Coish made a motion to approve this application for final approval with the required install of an ADA parking space and no vehicle or golf cart access or parking in the front yard. Mr. Wichmann seconded this motion. All were in favor. Motion passed unanimously.

VII. **ADJOURN:** Ms. Bohan made a motion to adjourn at 8:47 p.m. Mr. Wichmann seconded this motion. All were in favor. None opposed. Motion passed unanimously.

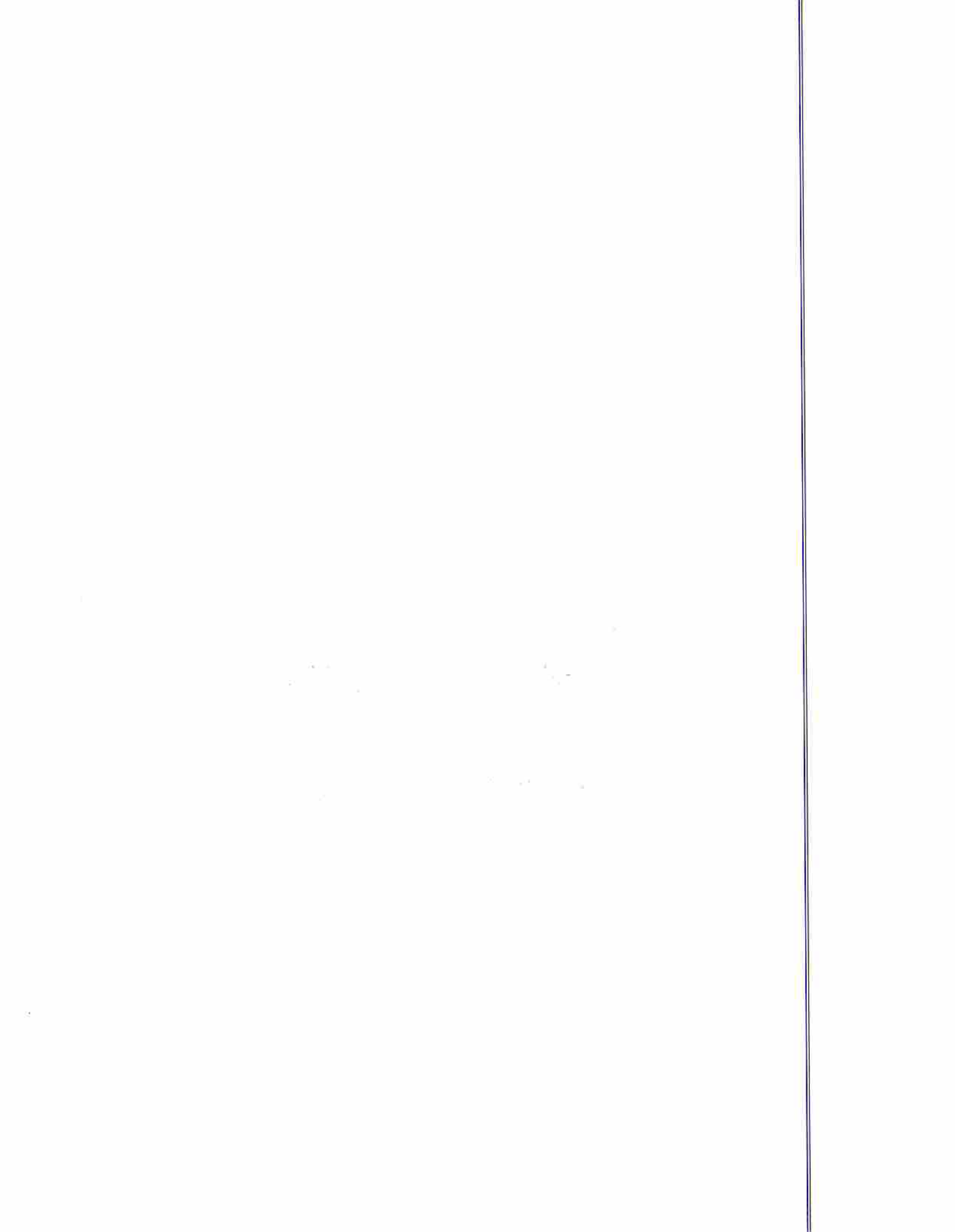
  
\_\_\_\_\_  
Steve Herlong, Chairman

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Beverly Bohan, Vice-Chairman

  
\_\_\_\_\_  
Date





\*Submitted 5/15/2019  
Cynthia Holmes

# ZONING STANDARDS COMPLIANCE WORKSHEET (FORM C)

## Sullivan's Island Design Review Board

2056 Middle St. • PO Box 427 • Sullivan's Island, SC • 29482 • (843) 683-5727

Exhibit One

Project Address: 1616 Poe Ave, Sullivan's Island, SC 29482  
 Submittal Date: 2/22/19  
 Meeting Date: 3/20/19

	Zoning Ordinance Reference Section	Zoning Standard	✓ If meets standard	DRB's Max. Authority for Relief	Applicant Request for Relief in Ft./ Sq. Ft.	Percent (%) Relief Requested	Total Allowed + Requested Relief (SF)	
<b>SETBACKS</b>	A	21-22 Front Setback	25 feet ✓	15% (3.75')				
	B	21-22 Additional Front Yard Setback	45° above 20' ✓	15%				
	C	21-22 Side Setback	Per lot; Enter Result: 10 min.; 33 comb.		25%	5'	13%	35' Comb
	D	21-22 2nd Story Side Façade Setback	10 feet (wall length)		100% (20 feet)		100%	
	E	21-22 Rear Setback	25 feet	✓	None			
<b>LOT COVERAGE</b>	F	21-25 Principal Building Coverage	as per formula: Enter Result 2033 sf ✓	20%				
	G	21-26 Impervious Coverage	as per formula: Enter Result 30% sf maximum ✓	N/A	N/A	N/A	N/A	
	H	21-27 Principal Building Square Footage	as per formula: Enter Result 3183 sf ✓	25%			3150	
	I	21-28 Third Story	as per formula: Enter Result 400 sf ✓	15%				
<b>DESIGN STANDARDS</b>	J	21-29 Principal Building Front Façade	50' feet or, 2/3 lot width (whichever is less)		100%	5	10%	55'
	K	21-29 Principal Building Side Façade	30 feet (wall length)	✓	100% (60 feet)			
	L	21-30 Building Orientation	Towards ocean, excluding marsh and ocean lots	✓	Adjust for Neighborhood Compatibility			
	M	21-30 Bldg. Foundation Height	3 feet above Base Flood Elev. To Finished First Floor	✓	1 foot			N/A (lowered 1')
	N	21-32 Foundation Enclosure	Check Ordinance	✓	Adjust for Neighborhood Compatibility			
	O	21-138 Accessory Structure	Height (18') Setback 10'	✓	20% (3.6' high) 40% (4' setback)			



**C. HOLMES, M.D.**

P.O. Box 187  
Sullivans Island, SC 29482  
843.883.3010


2 May 2019

By Hand

Joe Henderson  
Town of Sullivans Island  
Sullivans Island Town Hall  
2056 Middle Street  
Sullivans Island, SC 29482

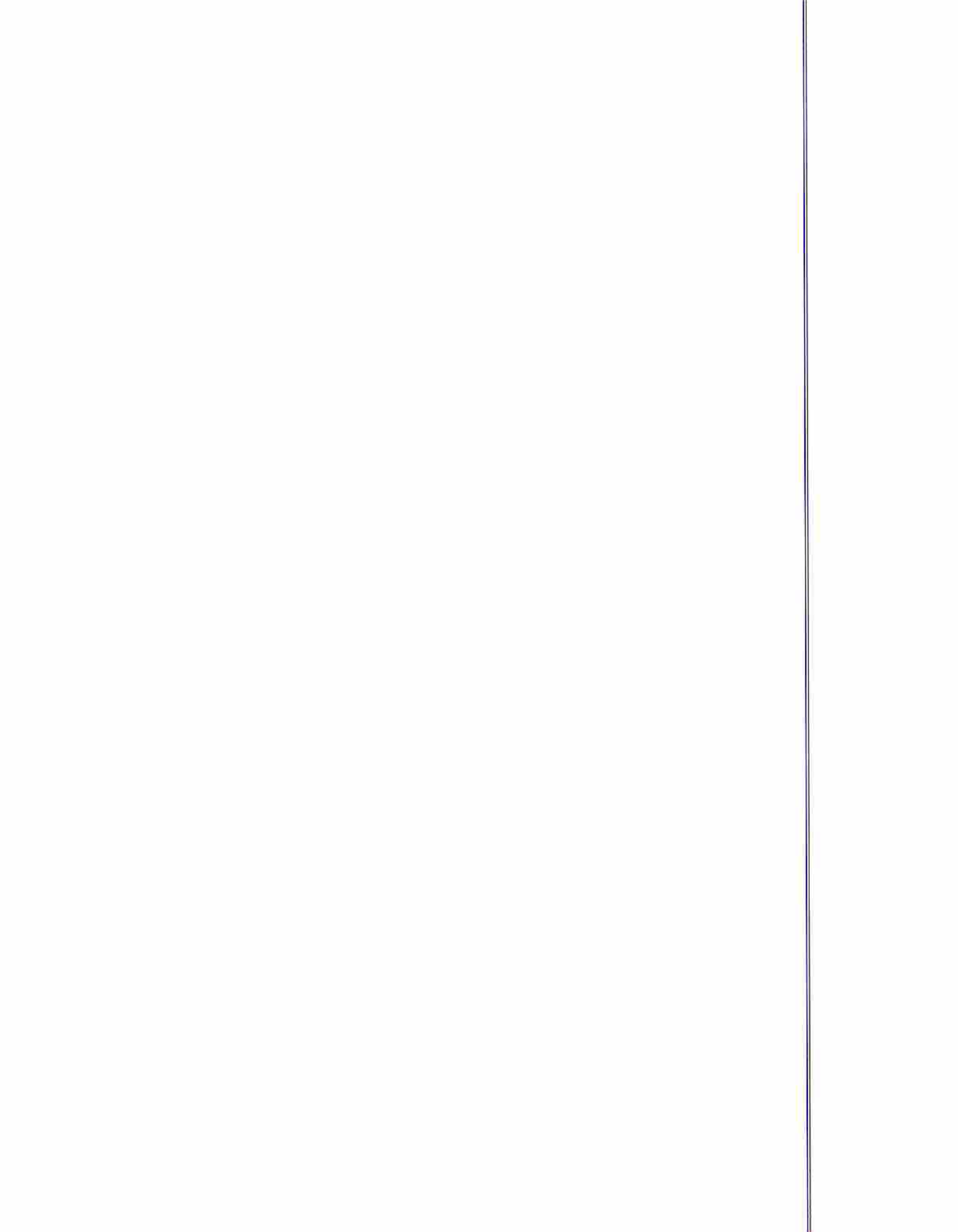
**received**  
5/2/2019  
Returned by hand  
on 5/10/19

Re: 1616 Poe Avenue

Dear Mr. Henderson: 

We hope this letter finds you well. Thank you in advance for your conscientious cooperation in the best interests of our neighborhoods and Town. We are requesting the following information regarding the application for the above-referenced property:

- 1) What is the surveyor's elevation grade for 1616 Poe Avenue? 9.2 NGVD 29
- 2) What is the minimum first floor building height for 1616 Poe Avenue using current Base Flood Elevation? VE-15+1 to LSM / 17' Lowest Possible Finished Floor  
*Lowest Structural Member*



Again, thank you for your kind consideration. Please sign and please find a stamped, self-addressed envelope for return as time is of the essence. With warmest personal regards, I remain

Yours very truly,


Design Review Board (DRB)  
Town of Sullivan's Island  
Sullivan's Island Town Hall  
1610 Middle Street  
Sullivan's Island, SC 29482

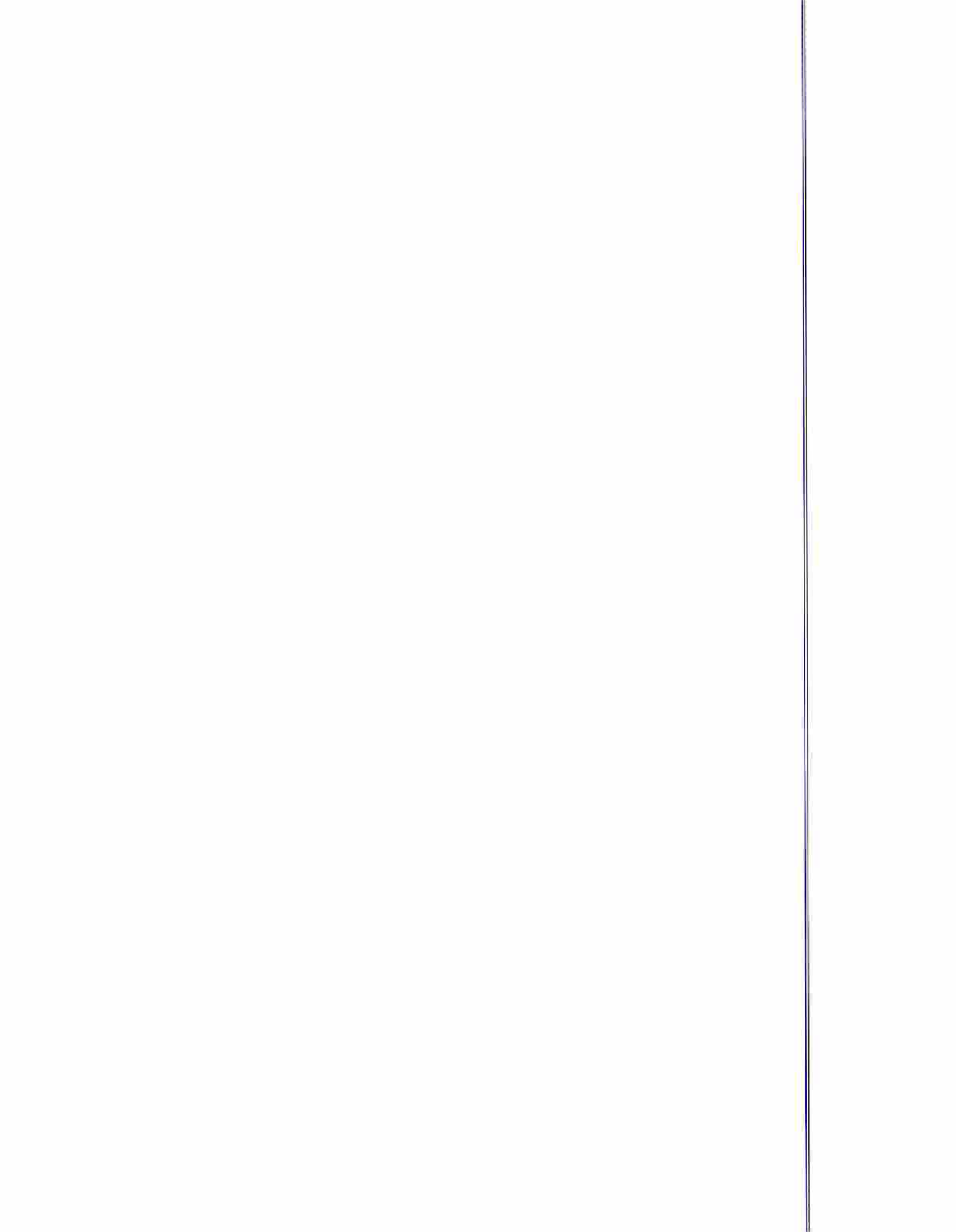
RE: 1607 Poe Avenue

Dear Madam/Sir:

For the record, we first submit that notice requirements may not have been met, therefore, we preserve and do not waive objection to inadequate notice.

Moreover, we, the undersigned property owners of Sullivan's Island and of the area along and around 1607 Poe Avenue, Sullivan's Island, SC, respectfully request that the Design Review Board (DRB) deny the application for a variance of the size ordinance for the above-referenced property at 1607 Poe Avenue, Sullivan's Island, SC. In the first instance, no just cause or substantial justification has been enunciated in support of the proposed oversizing or in testimony at the meeting on November 19, 2008. Further, we are informed and believe that the proposal to override the carefully considered recommendations documented and authorized by the Island's consultants and governing body is inconsistent with the existing nature of the well-established neighborhood surrounding the above-referenced property in question. More and more, existing dwellings on Sullivan's Island are being demolished




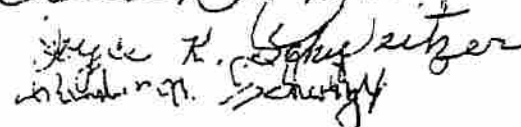


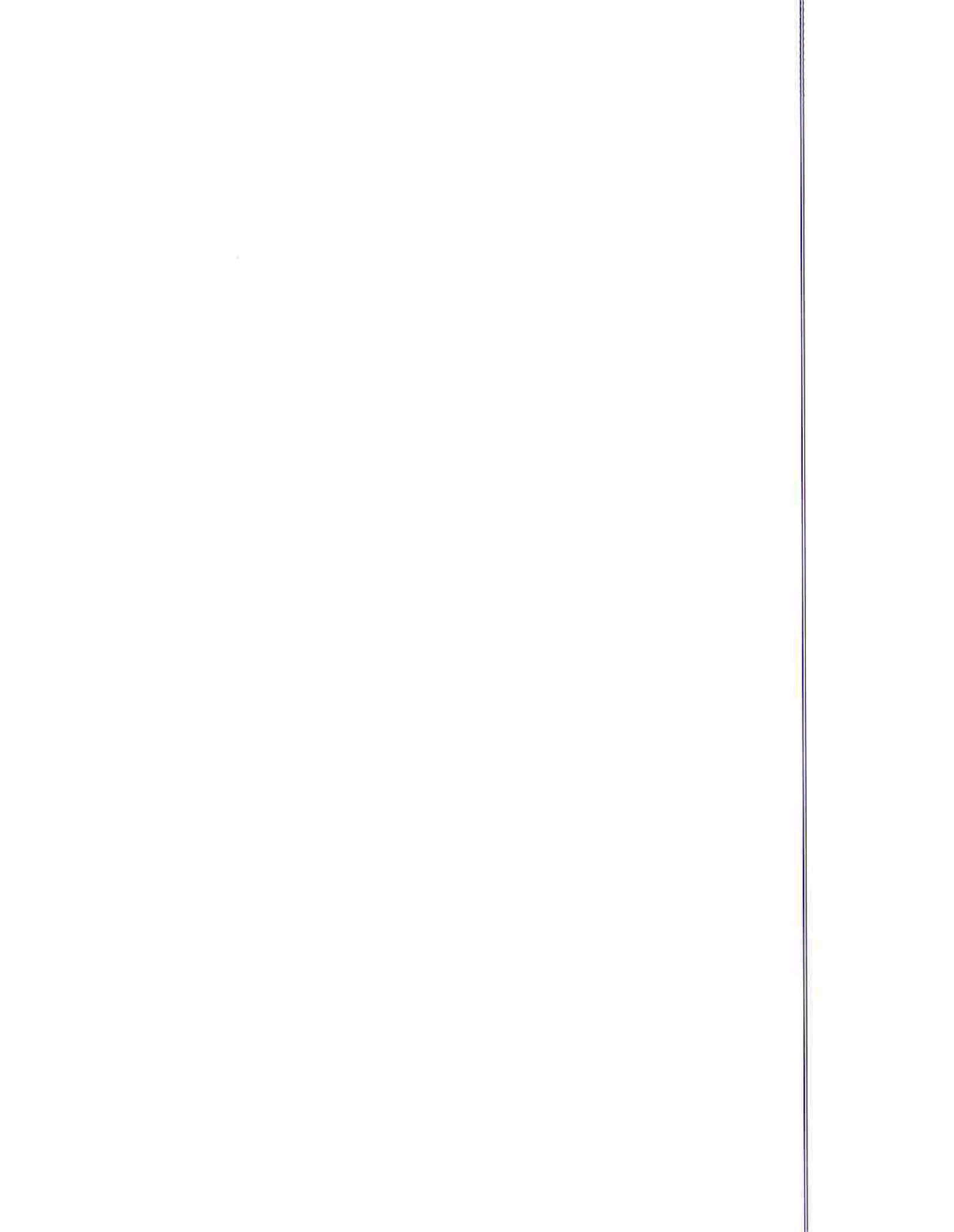


and replaced with what have been called "McMansions."  
Approval of square-footage over and above the well-studied  
recommendations authored by experts after pertinent  
research, review, and evaluation sets an imprudent precedent  
for our neighborhood. Our desire is to preserve the existing  
character of our modest, family-driven, residential  
community.

In summary, we respectfully request denial of the  
proposal to override the size ordinance and respectfully  
submit that, given the location of the property in question  
and its position within one of the well-established modest  
neighborhoods of the Island, less is more.

Respectfully submitted,

	C. HOLMES
	E. P. CHIOLA
Ruth B Chiola	RUTH CHIOLA
Pamella M Roitzsch	Pamella Roitzsch
John Roitzsch	John Roitzsch
	Adele D. Tobin
Joyce K. Schweitzer	JOYCE SCHWEITZER
	MERVYN SCHWEITZER

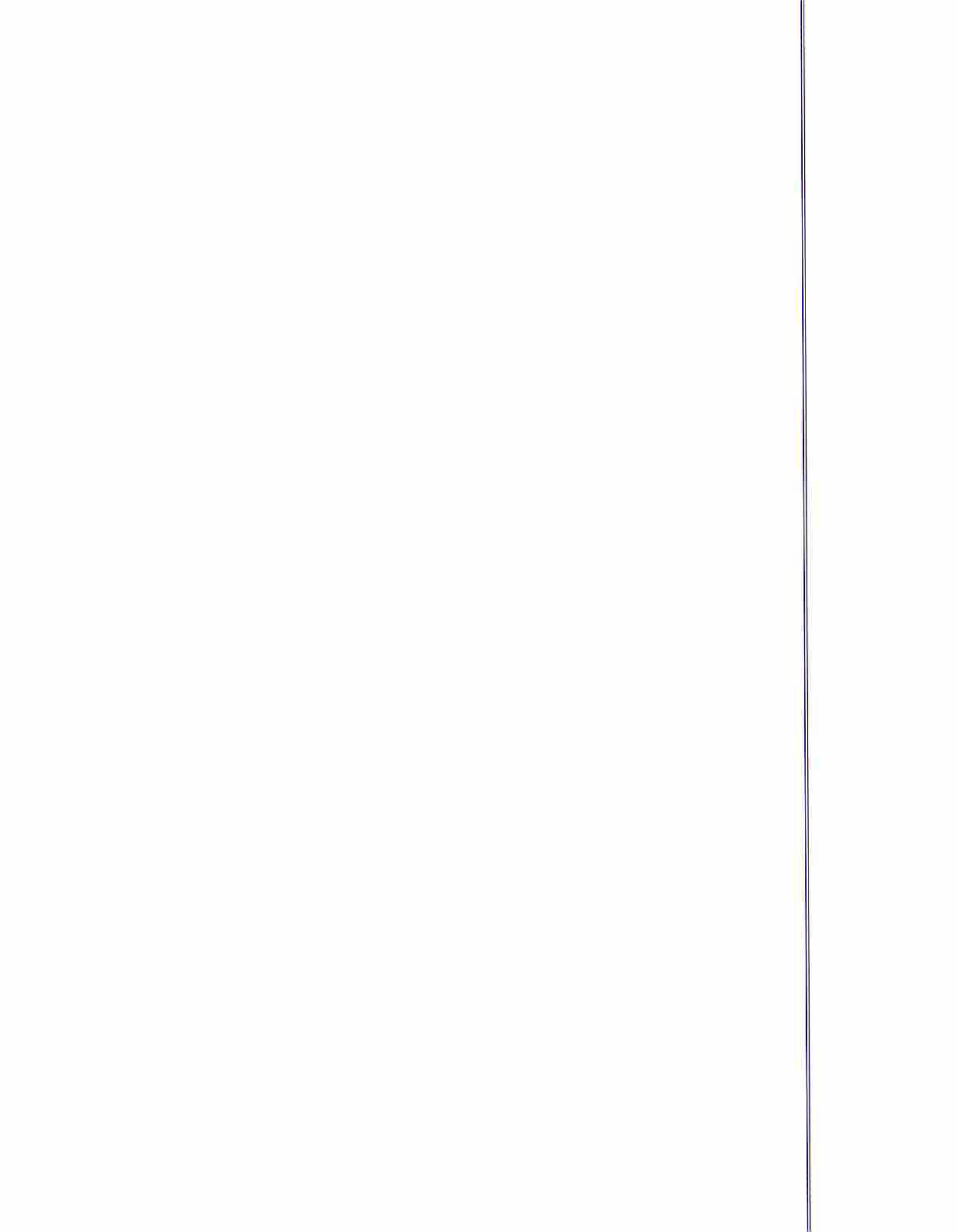


and replaced with what have been called "McMansions." Approval of square-footage over and above the well-studied recommendations authored by experts after pertinent research, review, and evaluation sets an imprudent precedent for our neighborhood. Our desire is to preserve the existing character of our modest, family-driven, residential community.

**In summary,** we respectfully request denial of the proposal to override the size ordinance and respectfully submit that, given the location of the property in question and its position within one of the well-established modest neighborhoods of the Island, less is more.

Respectfully submitted,


*Francis Mee Neal Yarn*  
*Robert B. Van 1612 Atlantic Ave.*

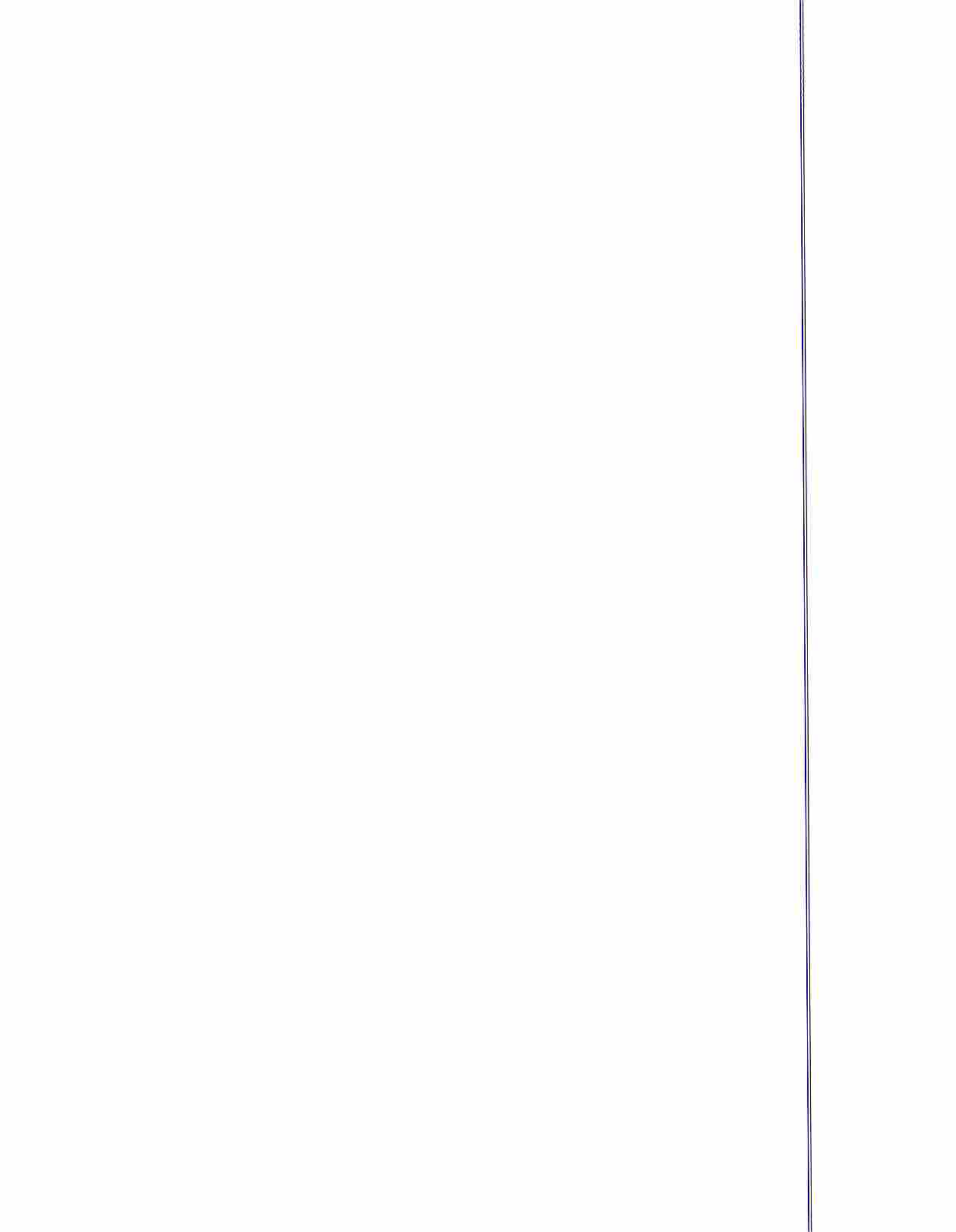


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Approval of square-footage over and above the well-studied  
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and its position within one of the well-established modest  
neighborhoods of the Island, less is more.

Respectfully submitted,

 C. HOLMES 1411 POE AVE.  
John Jeffries J. Jeffries 1615 POE AVE  
John Jeffries J. Jeffries 1615 POE AVE  
Steward F. Rudd 1617 Middle Street Steward F. Rudd, Jr.  
Vicki Rudd Vicki Rudd 1617 Middle St.





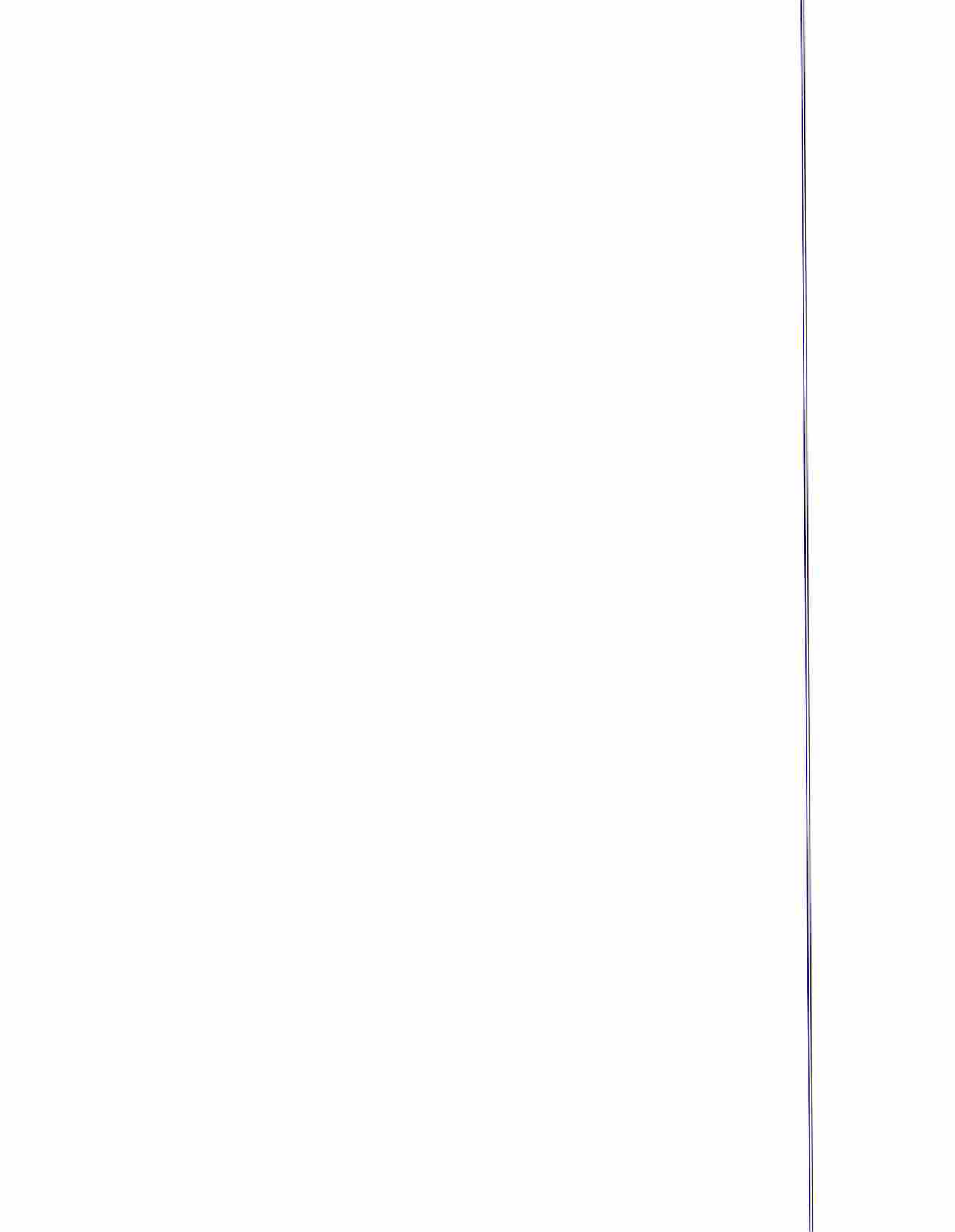
2 May 2019

Design Review Board (DRB)  
Town of Sullivans Island  
Sullivans Island Town Hall  
2056 Middle Street  
Sullivans Island, SC 29482

Re: 1616 Poe Avenue

Dear Mr. Chairman and Honorable Members of the DRB:

Thank you for your kind deliberation of this worthwhile request. We, the residents and property owners living in the surrounding area, respectfully ask this request be entered into the record when you consider the pending requests for the above properties. We believe there is precedent for the DRB acknowledging the existing, more modest scale for houses in our neighborhood. We request that any decisions made with regards to proposed new construction on the above properties:



- i. respect the stated zoning standards without authorizing changes to accommodate increase;
- \* ii. require strict adherence to existing zoning standards regarding the adding of additional fill to either property; and
- \* iii. require maintenance of the historical drainage patterns in all respects.

If you have any questions or would like for a representative from the neighborhood to appear and testify in person, please contact us. Again, thank you for your consideration. With best personal regards, we remain

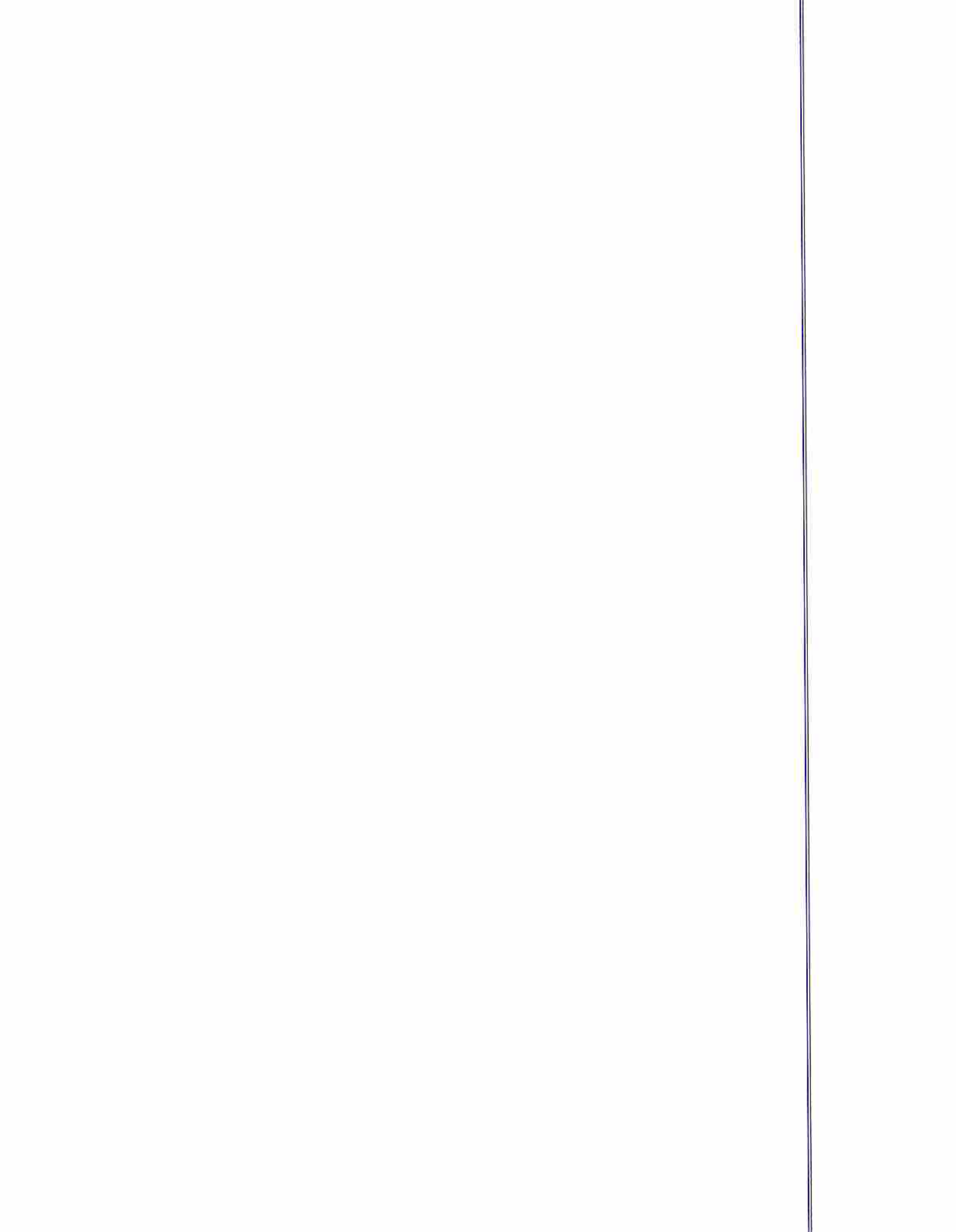
Yours very truly,

*Nancy Carroll Yeckler*  
 1602 Atlantic Avenue  
 Sullivan's Island  
 S.C. 29482 (843)  
 883-3612

The wording of these two \* ii  
\* iii needs to be improved.

My concern relates to management of flooding and proper storm drainage using best practices. I hesitate to ask for measures that would prevent improvement for the whole block. I have been here since 1953.

landline  
 (803) 413-9640  
 (cell)



- i. respect the stated zoning standards without authorizing changes to accommodate increase;
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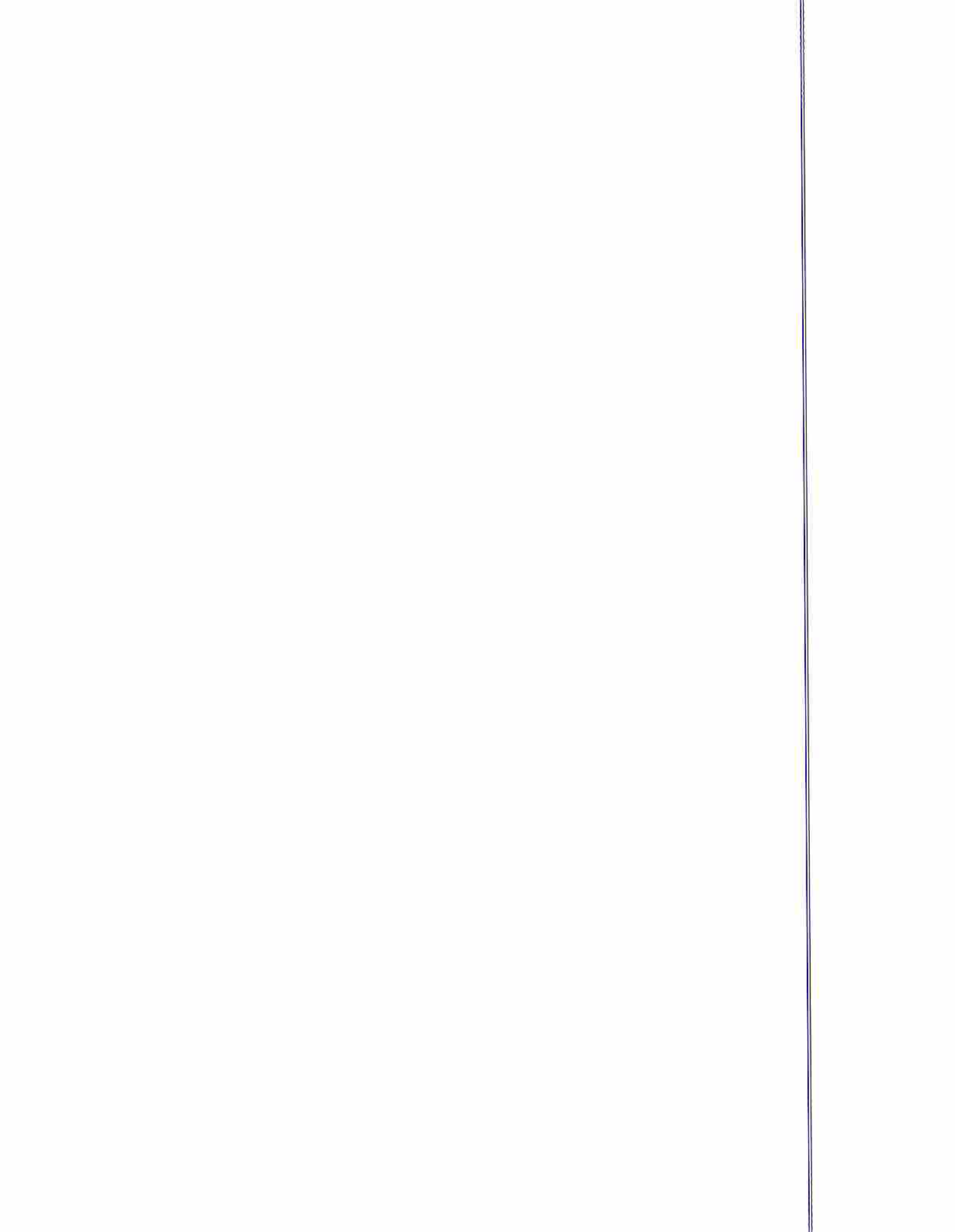
Yours very truly,

Lauree Jane Arthur  
2850 Middle Street

Chris Kranger  
1611 Middle St.

Egalene Cornea  
1766 Ton Ave  
Unit F

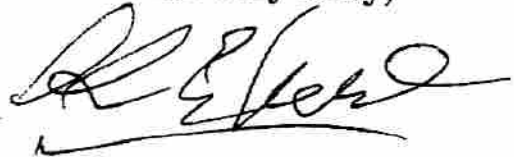
*[Handwritten Signature]*  
1615 Ave



- i. respect the stated zoning standards without authorizing changes to accommodate increase;
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Yours very truly,



P. R. EBEL  
1620 POE AVE

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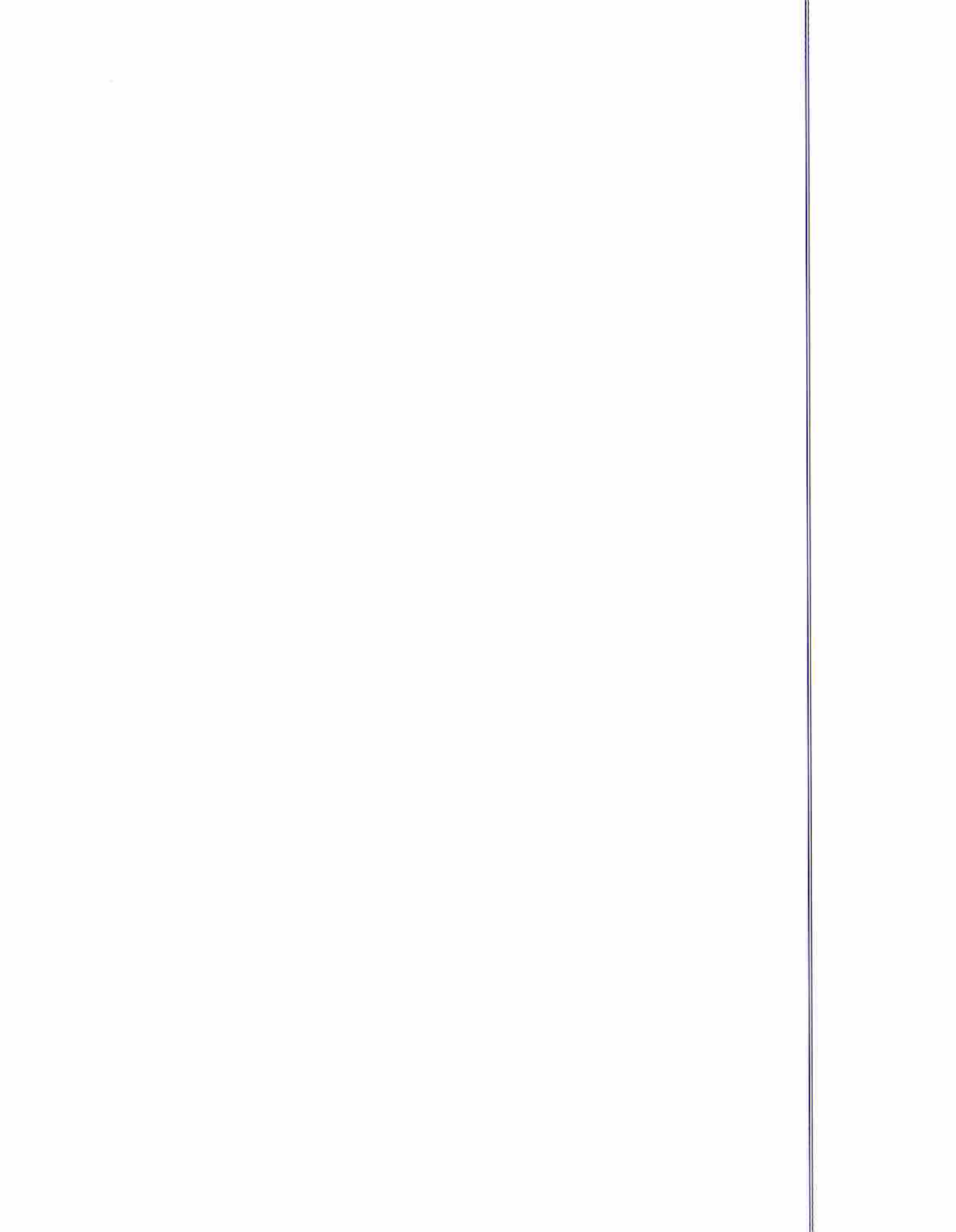
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Yours very truly,

*Harold Rudd*  
*Vicki H. Rudd*





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Yours very truly,

① Hannah Heyward  
1701 Middle St Apt 6  
SI, SC 29492

---

② Linda Welch  
1701 Middle St #5  
SI, SC 29482

③ Susi Lovell  
1701 Middle St. Apt #1  
SI, SC 29482-8802

③

④

⑤

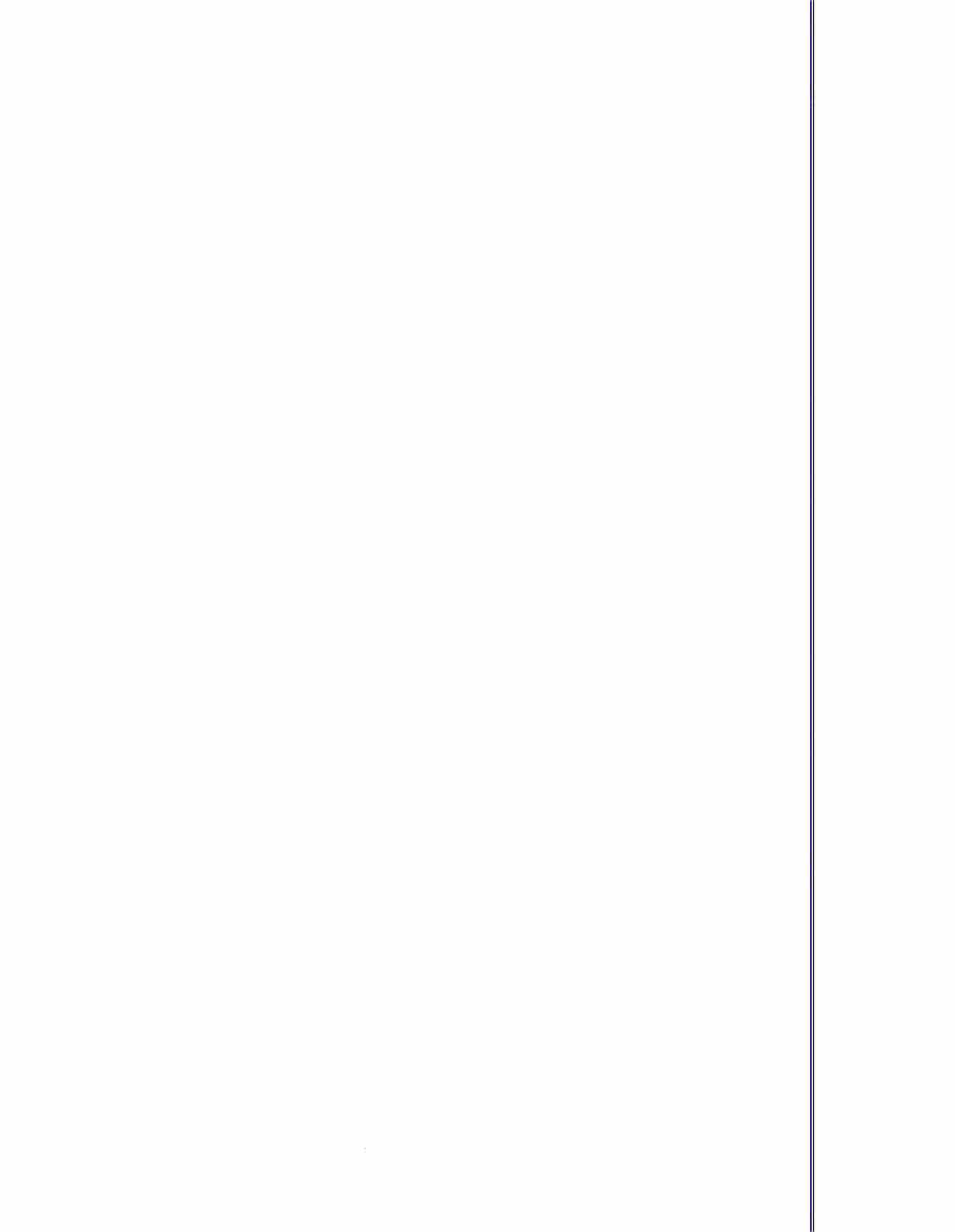


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- iii. require maintenance of the historical drainage patterns in all respects.

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Yours very truly,

*Ron. Marie E. Williams*  
1814 B. L'Or Ave SE  
843-494-1295



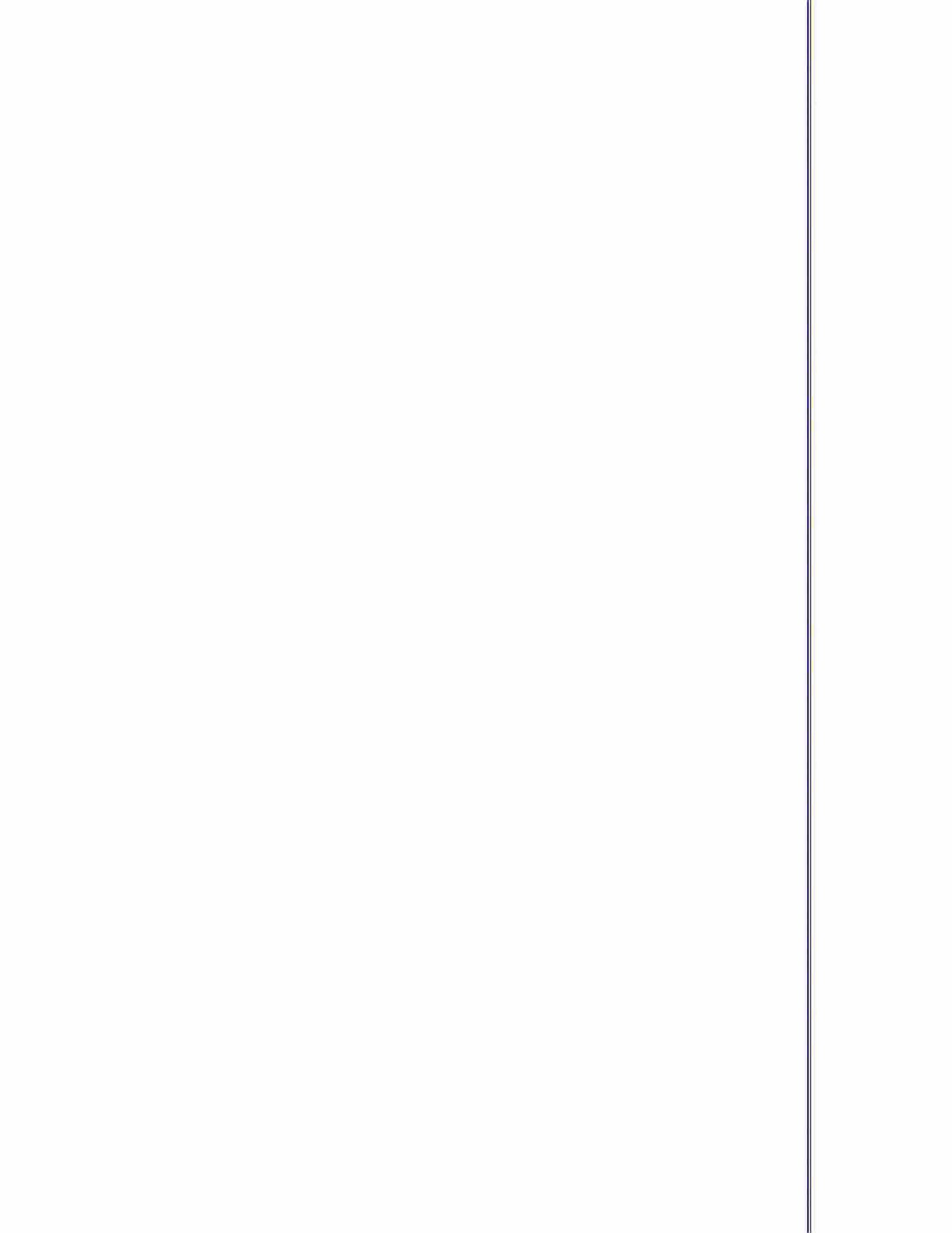
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Yours very truly,

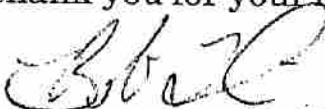
CHK CHOLMES  
Rebecca Run  
Kurtis Post  
Willie BT

1611 POE AVE.  
1764 ATLANTA AVE  
1907 IDON AVE.  
1907 IDON AVE.



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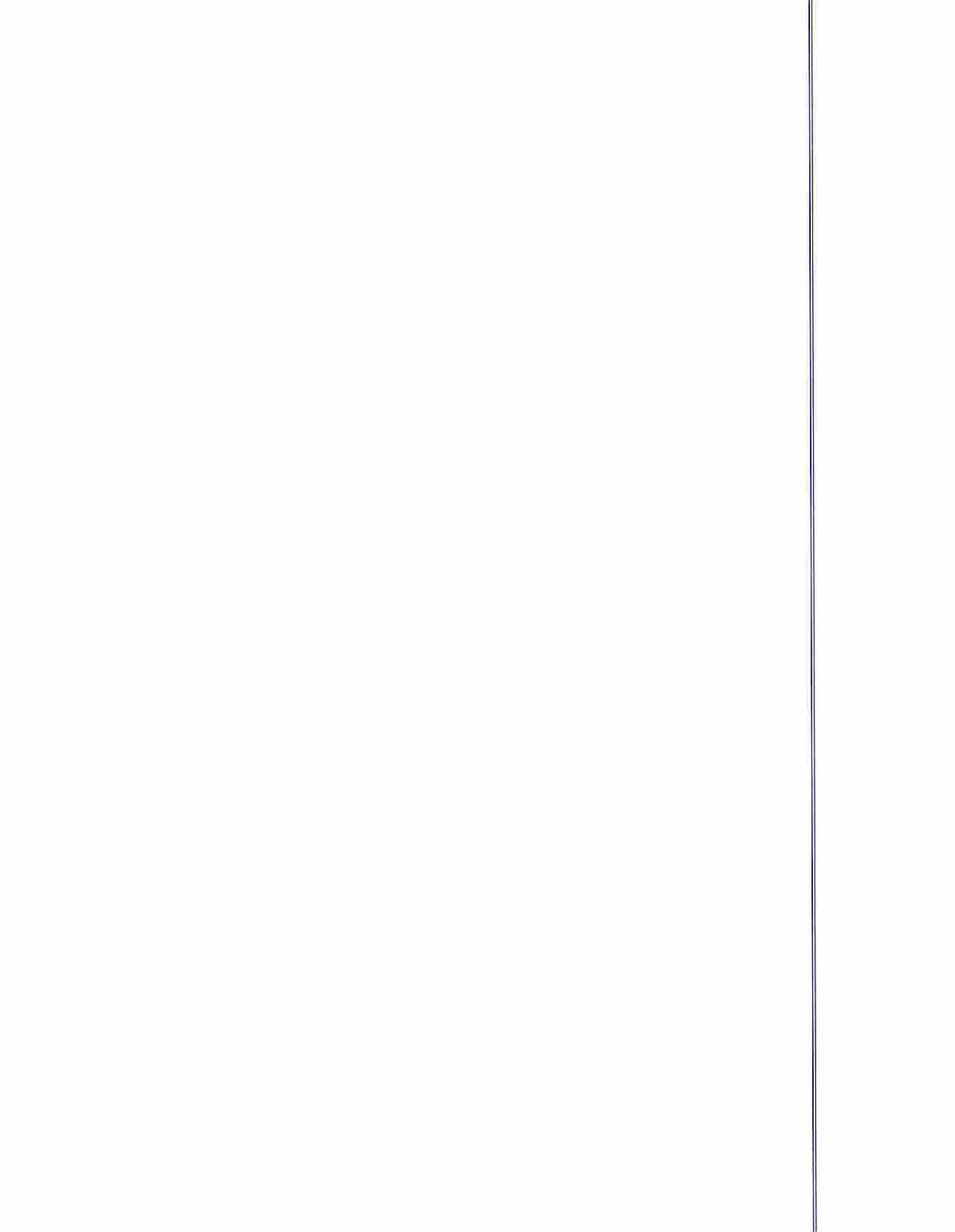
④   
1659 Middle St.

Yours very truly,

- 1) Adele Deas Tobin  
Adele Deas Tobin  
1659 Middle St.
- 2) Bryden Bellamy  
1670 Atlantic Av.  
Sullivan's Is. 29462
- 3) Kathleen Brunson  
11660 Poe Avenue  
Sullivan's Is, SC

29462






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Yours very truly,

	C. HOLMES, M.D.	1611 Poe Ave.
Joyce Schweitzer	JOYCE K. SCHWEITZER	1618 POE AVE
Sarah Schweitzer	SARAH SCHWEITZER	1612 POE AVE.
Delores Schweitzer	DELOROS SCHWEITZER	1612 POE AVE

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- iii. require maintenance of the historical drainage patterns in all respects.

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Yours very truly,

*Lynda W. Seckey*  
2650 Middle

*John B. Kelly III*  
2650 Middle

*J. Payne Selby Sr*  
2650 Middle St.

*Courtesy E. Sommer*  
2520 Myrtle Ave.

*John J. Am...*  
2520 Myrtle Ave



**Sec. 21-107. Intent.**

The intent of establishing the Design Review Board and initiating design review is to enhance the Island's character, preserve property values and protect the unique island identity of Sullivan's Island. The Design Review process is intended to promote design that is compatible in mass and scale with existing development of the Island and in harmony with the natural environment. The process is aimed at improving and augmenting other development controls included in the Zoning Ordinance.

You have the power beyond Zoning Ordinances to:

Enhance Island Character.

Protect Unique Island Identity of Sullivan's Island.

Make sure homes are compatible in mass and scale with EXISTING development.

"The process is aimed at IMPROVING and AUGMENTING other developmental controls included in the Zoning Ordinance."

Strong Support of Zoning Ordinances

+

Strong Implementation of DRB Guidelines

=

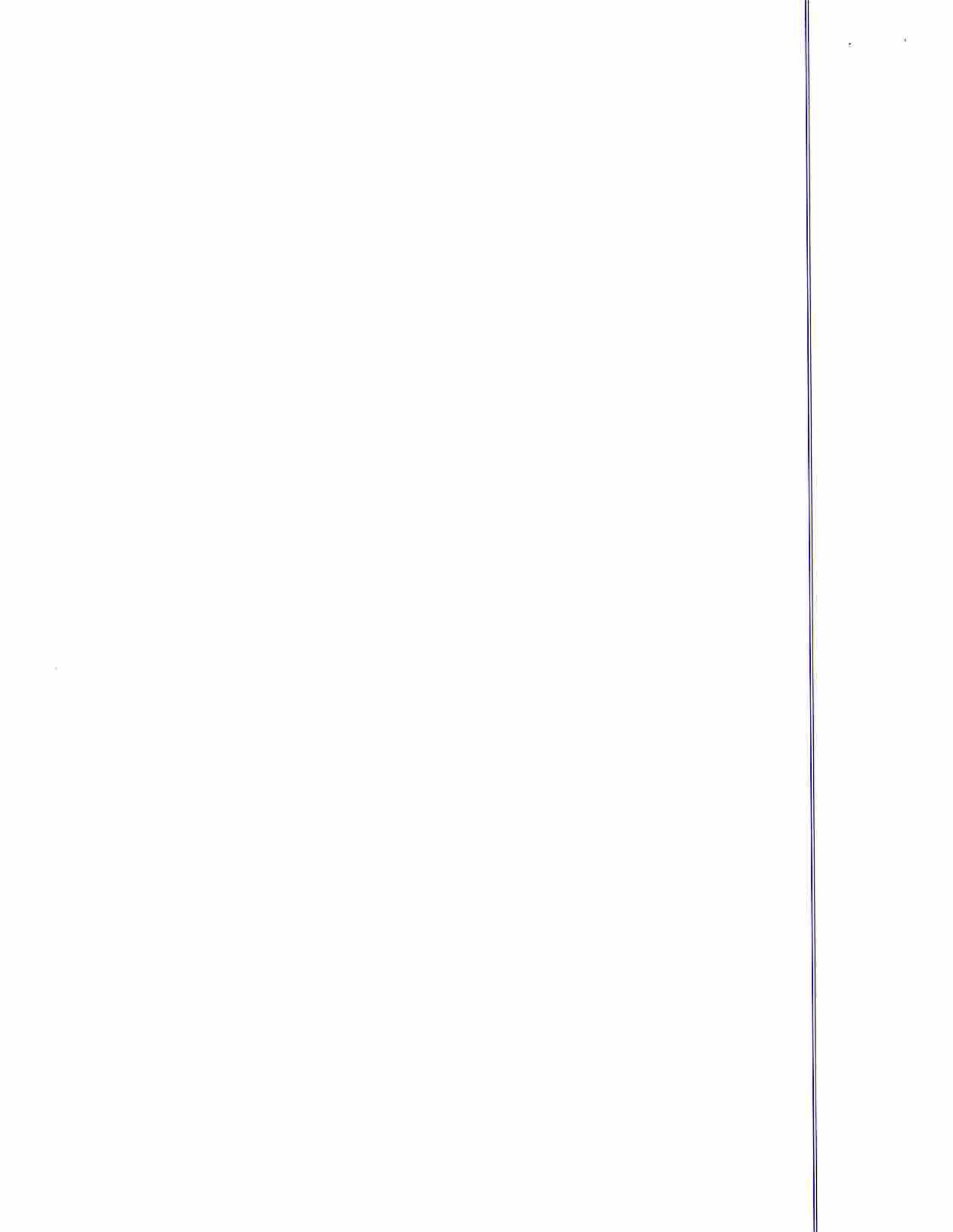
Preservation of Sullivan's Island's Unique Character





Above are good examples of new designs that successfully achieve low mass and scale and are compatible with and improve the historic character of Sullivan's Island.

- Low massing and reduced scale
- Smaller porch piers reduce massing
- Open railing treatment reduces massing
- Simple roof lines with eaves on side facades
- 5:3 ratio on rectangles
- Porches across front façade
- Stairways to street





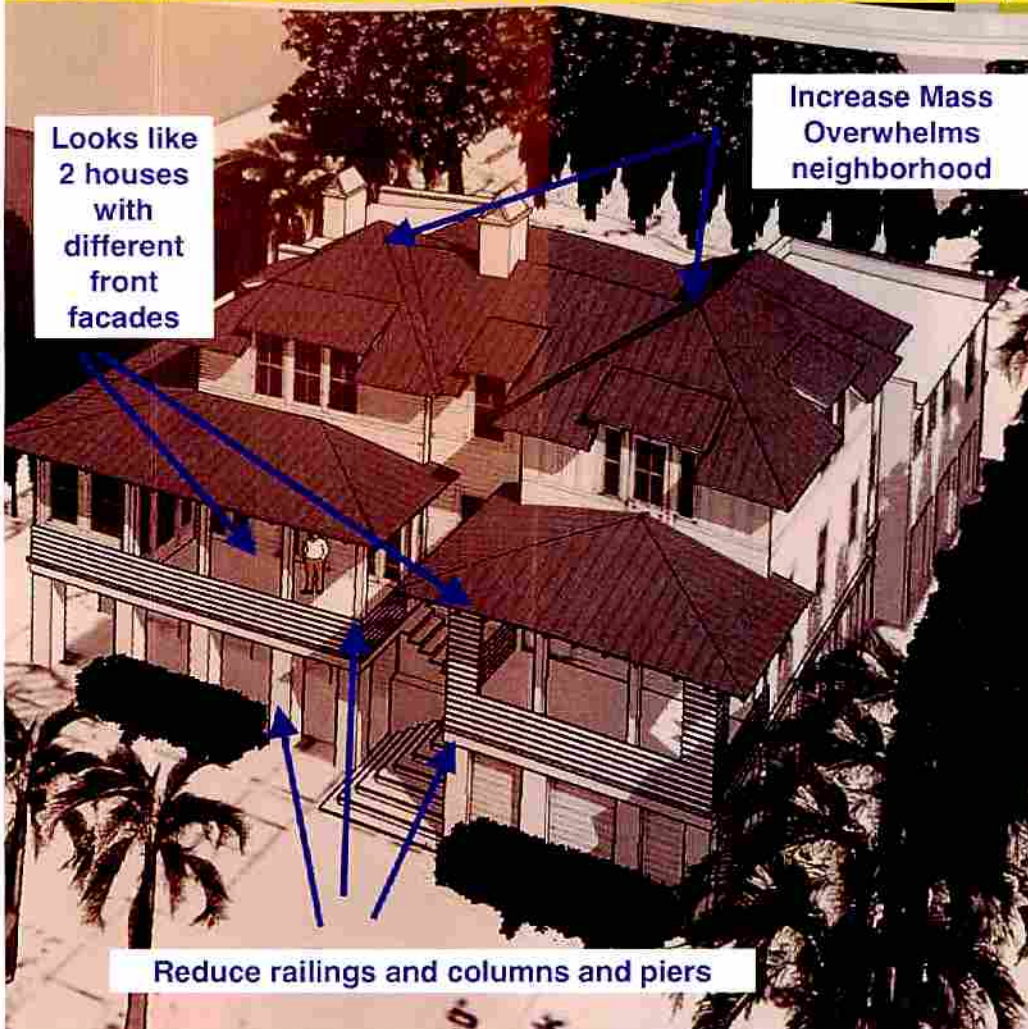
The design for 1616 Poe does not meet these DRB standards and other DRB guidelines.

**Sec. 21-111. Standards of Neighborhood Compatibility**

Where this Ordinance grants the Design Review Board discretion to modify a Zoning Standard or a Design Standard, the Board shall determine whether or not the proposed modification is compatible with the neighborhood. In making this determination the Board shall consider, with reference to adjoining lots, lots facing across the street, and lots in the immediate vicinity:

- A. The pattern of setback, foundation elevations and building heights;
- B. The massing and orientation of structures;
- C. Penetration (windows) and doorway spacing and alignment patterns;
- D. The placement and use of porches, decks and patios;
- E. The placement and alignment of driveways;
- F. The treatment of front and side facades;
- G. Where appropriate, the types of roofs, the roof pitches, and other aspects of roof design;
- H. Where appropriate, distinctive architectural styles that characterize a street or neighborhood; and
- I. Such other factors as the Board may consider relevant to defining the character of the neighborhood.

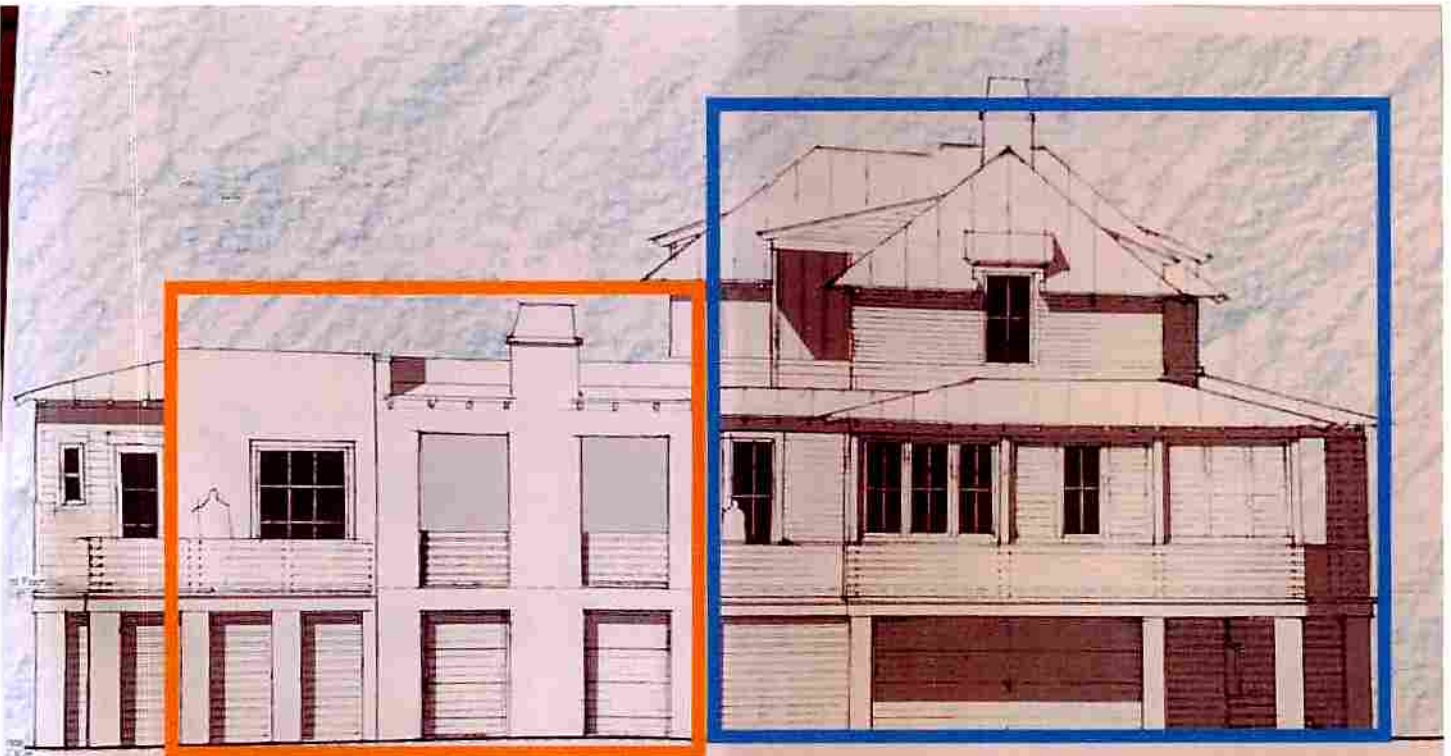
Does not meet the minimum of standards: A, B, D, F, G, H,



G. Does not meet standards of: Flat roofs, multiple roof styles, incongruous architectural styles, Side facades are not articulated



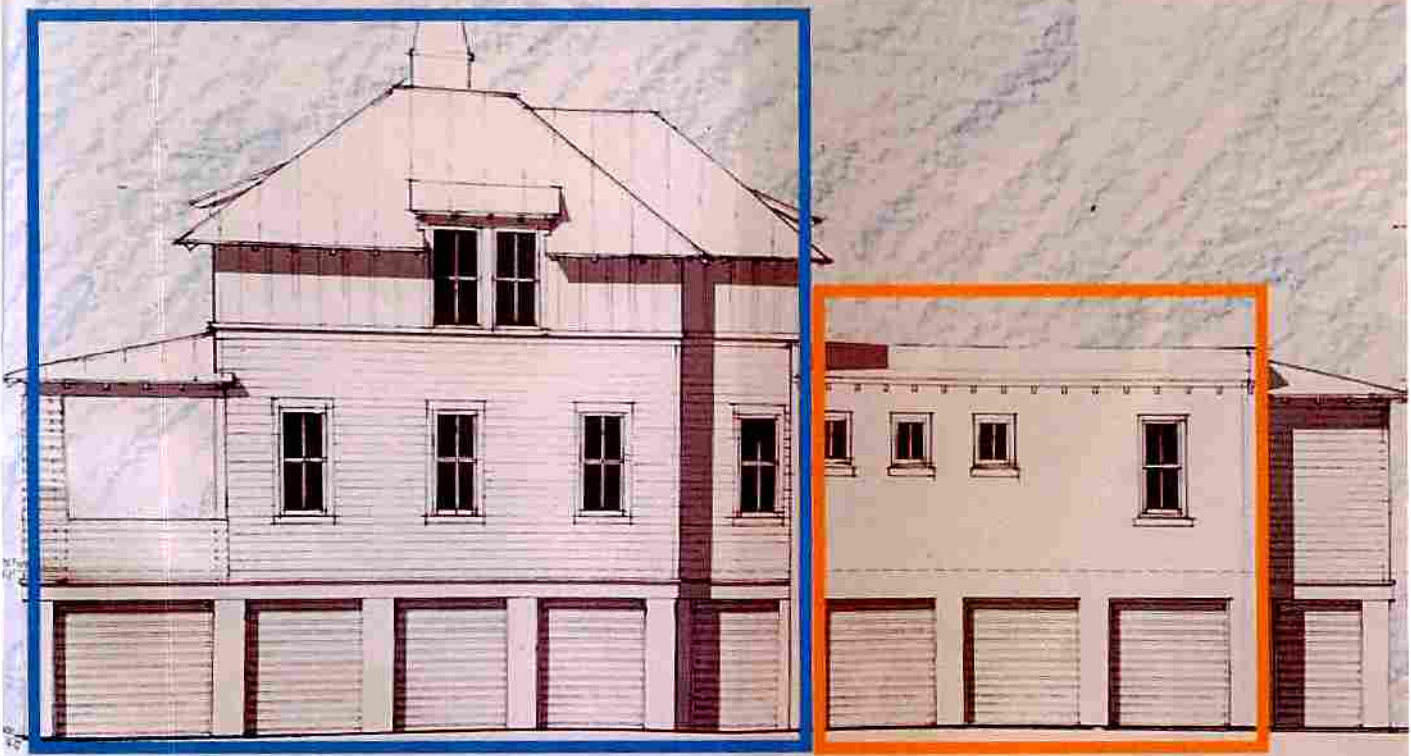




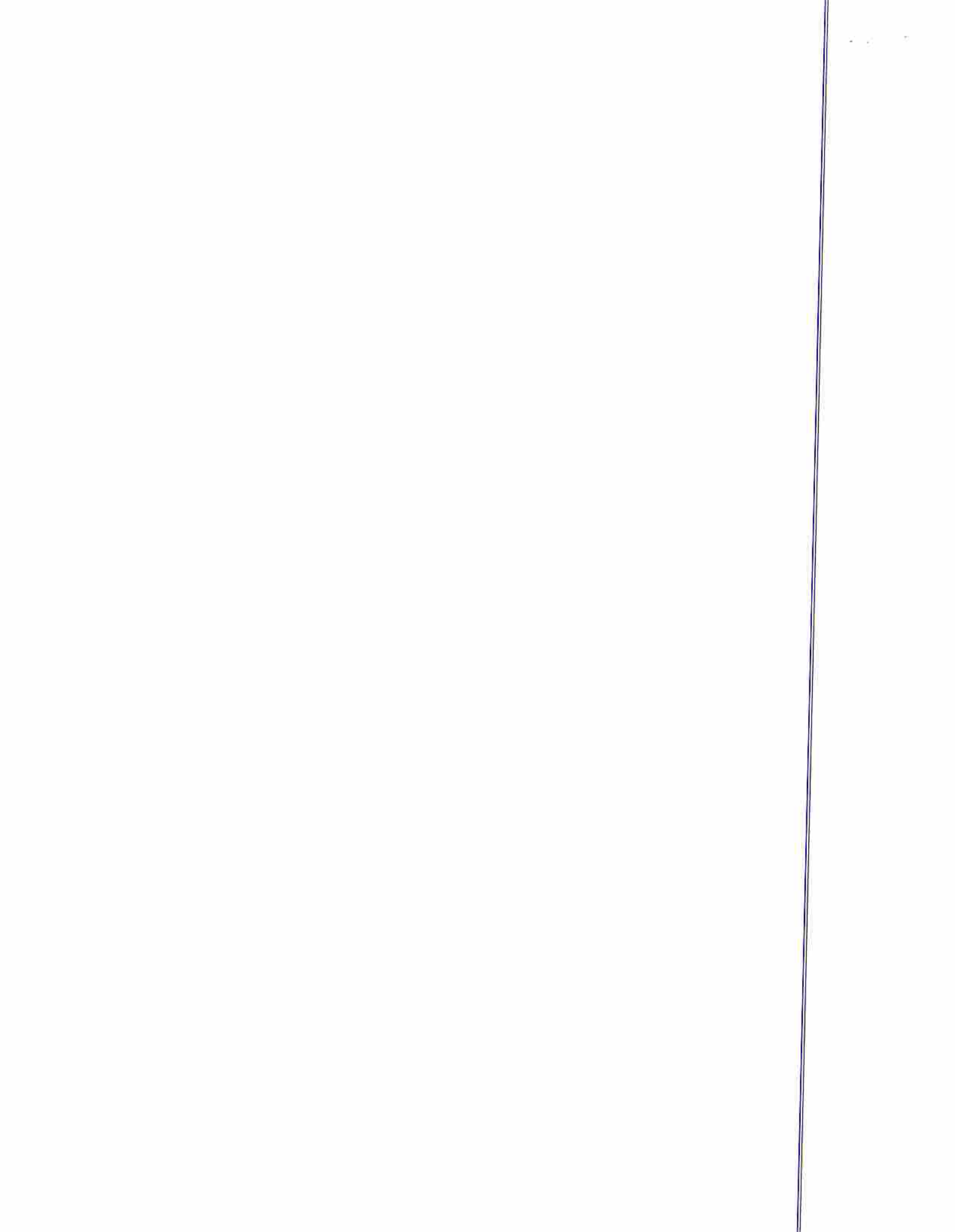
DESIGN STUDIO  
1000 W. BROADWAY  
SUITE 1000, CHARLOTTE, NC 28202

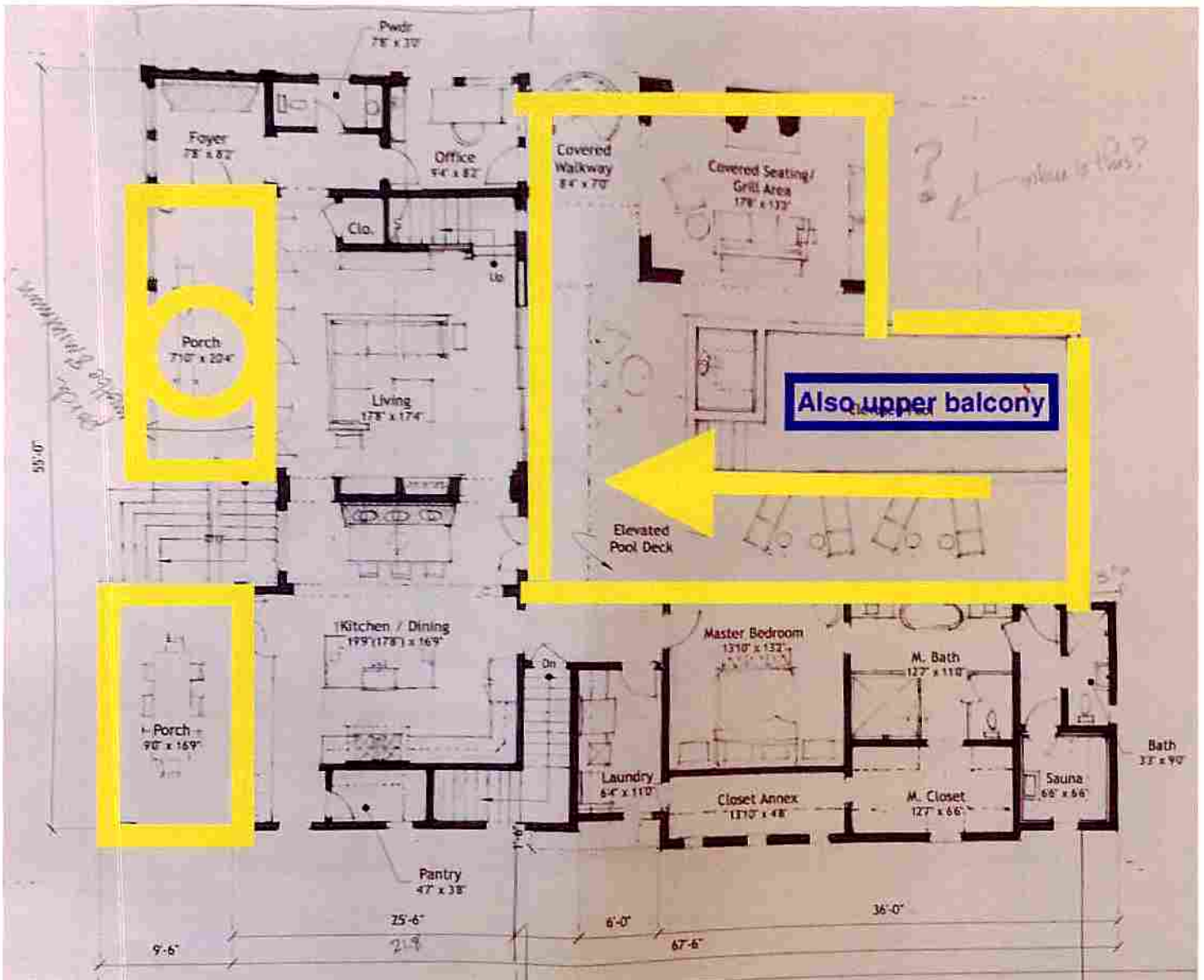
1616 Poe Avenue  
Sullivan Island, South Carolina

West Elev - Proposed  
Scale: 1/8" = 1'-0"  
Final Conceptual Design



Does not meet sec. 21-37 guidelines for porches & decks





**Sec. 21-37. Porches and decks.**

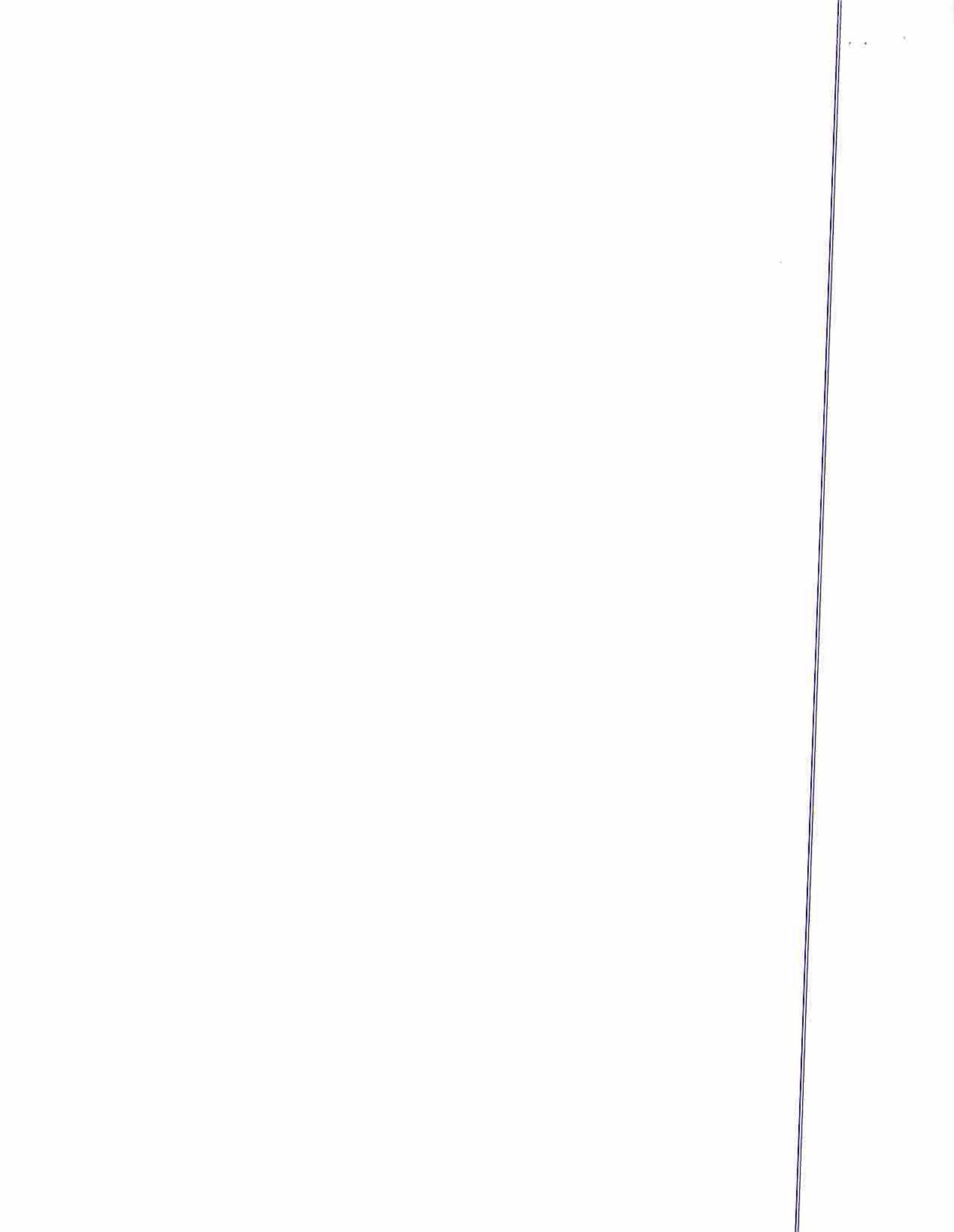
**A. Purpose.**

Porches are an integral part of the architecture of Sullivan's Island and should be strongly encouraged. However, decks are not a part of the historical island's character.

**B. Design guidelines.**

- (1) At least forty percent (40%) of the Principal Building's primary front façade on the 1<sup>st</sup> floor should be devoted to porches having a minimum depth of eight (8) feet. *Front porch = 7'10"*
- (2) Square footage of porches and decks should not exceed forty percent (40%) of Principal Building's enclosed square footage. *See Application 21-26 671+698+310 = 1679 ÷ 3150 = 53%*
- (3) Use of decks in the front yard of the Principal Building should be avoided.
- (4) *over by 200%\** Decks should be limited to a maximum of twenty (20) feet in any direction (except ground level pool decking). *pool deck = 43'6" x over 20'*
- (5) ~~Decks should be avoided on the 1<sup>st</sup> floor Front Façade.~~

\* = Does not meet guidelines





With all due respect this design needs to go back to the drawing board and we request the DRB to deny the application.

- (6) If the Design Review Board finds that the application is inconsistent with one or more of the Zoning Ordinance Standards which it does not have the power to modify, or if the Design Review Board determines that a requested application does not meet the Standards of neighborhood Compatibility as described in Sec. 21-111, the Design Review Board shall
- (a) Deny the application accompanied by suggested changes that might be made to the application and/or variances that might be sought that would make the application more appropriate and consistent with the spirit of the Zoning Ordinance; or,
  - (b) ~~Approve~~ the application subject to a variance being granted by the Board of Zoning Appeals ~~modifying~~ the required standards.

Our neighborhood as stated before is more than happy to work with the applicant in achieving a great design for Sullivan's Island and our historic neighborhood.

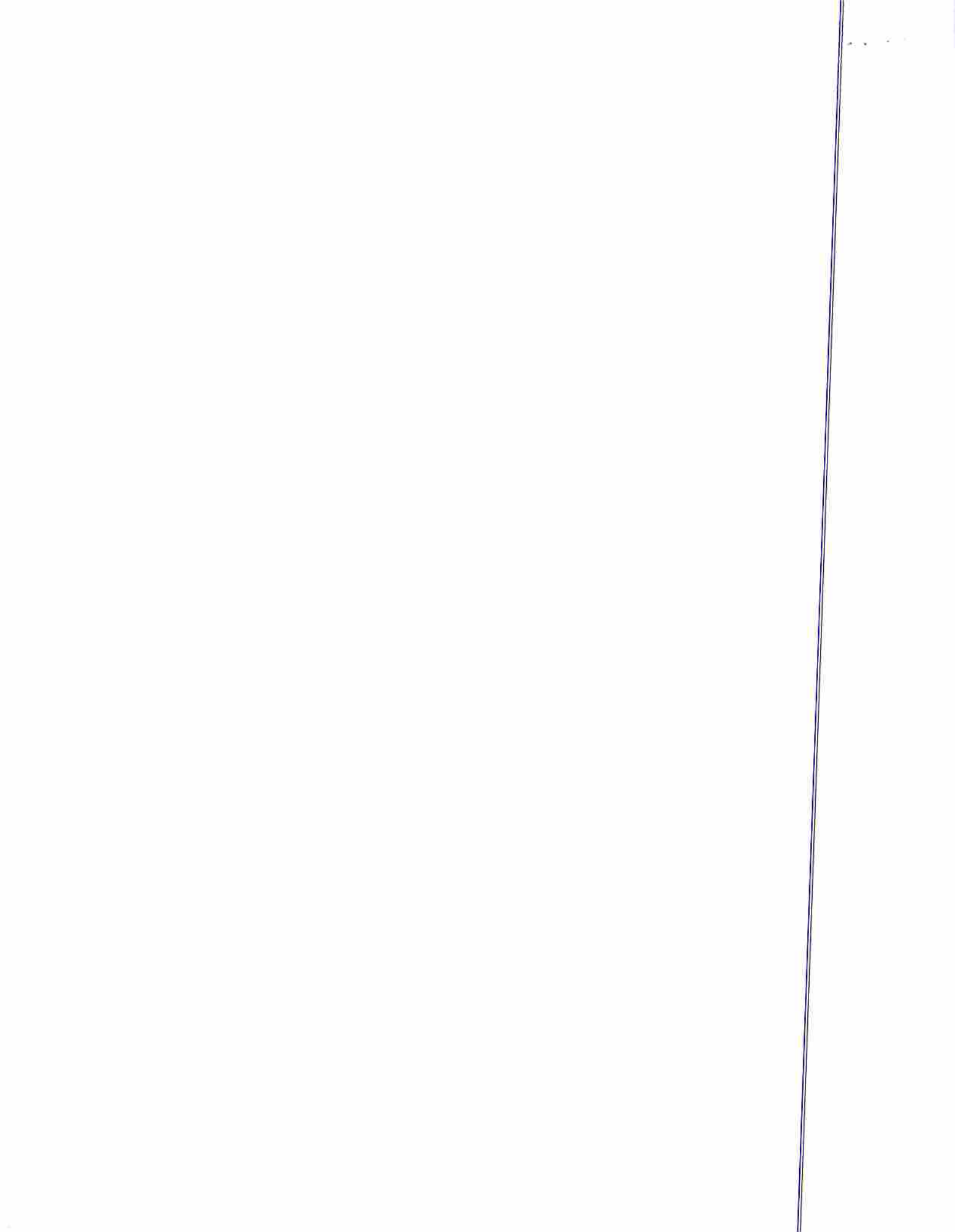




Exhibit Two

Joe Henderson

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**From:** RhondaCPA <RhondaCPA@rhondacpa.com>  
**Sent:** Tuesday, May 14, 2019 3:46 PM  
**To:** RhondaCPA; Joe Henderson; Andy Benke  
**Cc:** oneilp  
**Subject:** RE: DRB Preservation Report- 1760 Ion

**Importance:** High

PLEASE read the historic preservation letter from the College of Charleston professor, which has no contact information and is INACCURATE. The addition is not REPLACING an attached non-historic porch. The non-historic porch is not attached and not being replaced. This is the FIRST ever addition to the footprint of a Senior Officers Quarters home, ever requested. Please consider not setting a precedence and opening the door to altering limited historic structures rich in history. The addition could not be remove to retain the original historic home. The home will not go neglected, seriously! THESE homes are the icon of Sullivan's Island history. PLEASE preserve the historic homes in our purview.

Have a great day!

Rhonda

Rhonda M. Sanders, CPA, LLC  
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Sullivan's Island, SC 29482

"Success is no accident. It is hard work, perseverance, learning, studying, sacrifice and most of all, love of what you are doing or learning to do" ...Pele"

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**From:** RhondaCPA  
**Sent:** Tuesday, May 14, 2019 3:36 PM  
**To:** 'Rhonda Sanders (rhondacpa@rhondacpa.com)' <rhondacpa@rhondacpa.com>  
**Cc:** oneilp <oneilp@sullivansisland-sc.com>  
**Subject:** FW: DRB Preservation Report- 1760 Ion

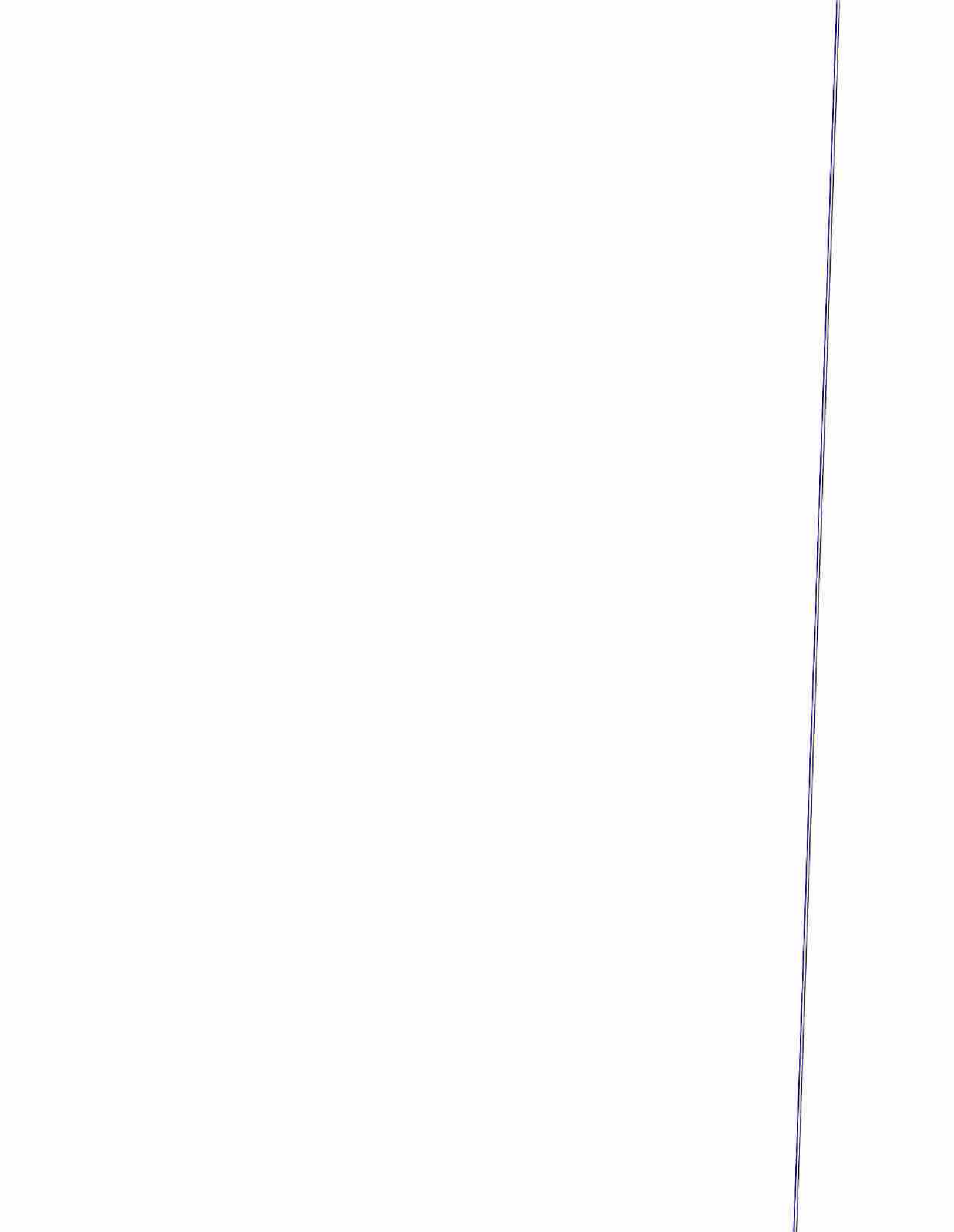


Exhibit Three



May 8, 2019

Sullivan's Island Design Review Board  
c/o Mr. Joe Henderson  
2056 Middle Street  
Sullivan's Island, SC 29482

Distinguished members of the Sullivan's Island Design Review Board,

I was recently asked to review the design put forward by Beau Clowney Architects, for a renovation and an addition to the Historic Senior Officer's Quarters at 1760 l'On Avenue on Sullivan's Island. I have noted that the scope of work includes:

1. the restoration of several porches that were enclosed during previous renovation work,
2. a small addition replacing a non-historic porch at the rear of the existing structure,
3. and some other minor improvements.

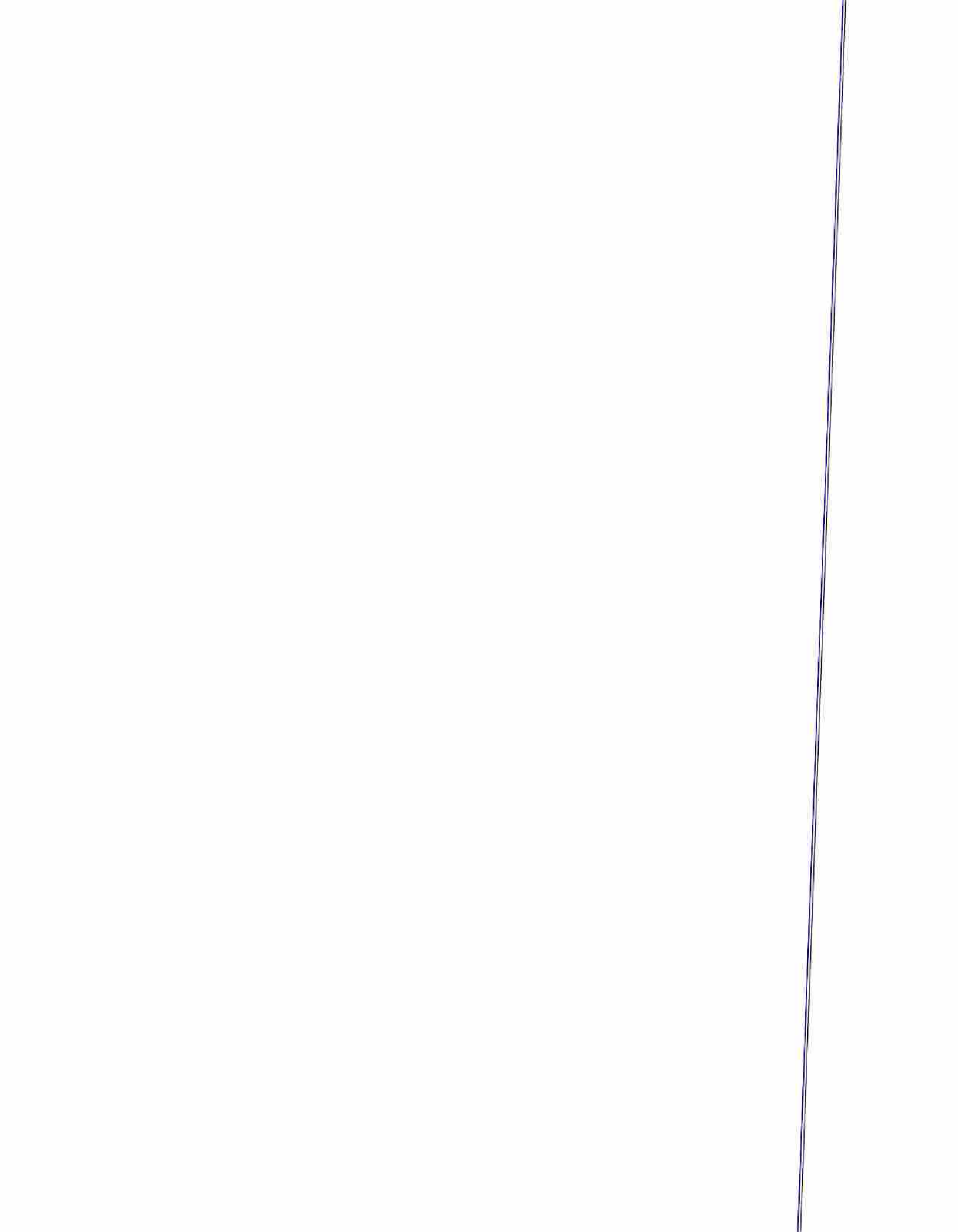
In my opinion (not that of the College of Charleston), Beau Clowney's design is not only in keeping with the Secretary of the Interior's Standards for the Treatment of Historic Properties (<https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>), it sets an excellent precedent for the treatment of historic structures on Sullivan's Island by prioritizing the restoration of the primary façade of the building and by placing the addition to the rear and subordinate to the original historic structure. Furthermore, the addition is located in an area where alterations to the historic fabric have been previously made. Finally, it should be noted that expanding the building footprint of this historic structure would be appropriate, given that it is visually differentiated and subordinate to the original building. It should be noted that this is preferable to an incongruous modification of the historic building envelope or mass and that this addition is designed to be easily removed with little disruption to the original fabric.

The standards for *Rehabilitation* (as defined in the document cited above) set forth by the Secretary of the Interior were developed with the purpose of addressing alterations and additions to historic buildings such as 1760 l'On, and are being effectively applied in nearby communities including the Historic District of Charleston. By following these standards, Clowney's careful treatment of the scale, placement and detailing of the addition, along with sensitive building material selection makes this proposal an outstanding example of how additions and modifications to historic buildings should be undertaken. In conclusion, it is my firm belief that historic buildings that are not used always run the risk of neglect and deterioration. By maintaining (or even enhancing) the historic character of this structure, the homeowner has not only proposed a more livable environment for his family, but has also made sure that he is a caretaker of a wholly unique property that should be part of the historic core of Sullivan's Island for many years to come.

I would like to commend Beau for his outstanding design, and highly recommend this project for your approval.

Sincerely,

Dr. R. Grant Gilmore III, RPA, ICAHM Expert Member  
Addlestone Chair in Historic Preservation  
College of Charleston



# RECUSAL STATEMENT

Member Name: STEPHEN HERLONG  
 Meeting Date: MAY 15, 2019  
 Agenda Item: Section F Number: I  
 Topic: 2216 MAPLE ST.

*The Ethics Act, SC Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37.) A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.*

### Justification to Recuse:

Professionally employed by or under contract with principal

Owns or has vested interest in principal or property

Other: SHARE PARKING SPACE W/ PROPERTY

Date: MAY 15, 2019 [Signature]

Member

Approved by Parliamentarian: [Signature]

2000 x 1000 = 200,000

1000 x 1000 = 1,000,000

1000 x 1000 = 1,000,000

1000 x 1000 = 1,000,000