

TOWN OF SULLIVAN'S ISLAND DESIGN REVIEW BOARD

REGULAR MEETING MINUTES Wednesday, October 20, 2021

A regular meeting of the Town of Sullivan's Island Design Review Board was held on Wednesday October 21st 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 Babak Bryan, Beverly Bohan, Bill Craver, Kevin Pennington, and Bunky Wichmann.

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

Staff Members present: Joe Henderson, Planning and Zoning Director, Randy Robinson, Building Official, and Max Wurthmann, Building Inspector.

Members of the public:

Media present: No members of the media were present.

CALL TO ORDER: 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 MINUTES:** Mr. Wichmann made a motion to approve the September 15, 2021 Design Review Board Meeting Minutes. Mr. Craver seconded this motion. All were in favor. None opposed. Motion passed unanimously.
- II. **Mr. Craver read a resolution of the Sullivan's Island Design Review Board in appreciation for outstanding service by Stephen Herlong. (Exhibit 1).**

Mr. Pennington stated that he would personally like to fund the framing of this resolution. Mr. Pennington voiced his concern in regards to Town Council not reinstating Mr. Herlong for an additional term on the Design Review Board for obvious reasons listed in the resolution. Mr. Wichmann agreed with Mr. Pennington. Mr. Henderson stated that the Town would pay for the framing of the resolution and it would be presented at the November meeting.

Mr. Craver made a motion to adopt this resolution. Mr. Wichmann seconded this motion. All were in favor. None opposed. Motion passed unanimously.

III. CONDUCT OF HEARING:

Ms. Bohan reviewed the following 8 items required for review for each application.

1. Statement of matters to be heard (Chair)
 - a. Chair will announce agenda item
2. Town staff presentation (5-minute limit)
3. Presentation by applicant (10-minute limit)
4. Public comment (2-minute limit per person)
5. Town staff final statement (if needed)
6. Board Q and A (May occur at any point during hearing)
7. Public comment closed
8. Board deliberation and vote
 - a. DRB may take action in absence of applicant
 - b. No cross-examinations- address the Chair and Board members
 - c. Final disposition by majority vote (3 concurring votes needed to take action)

Mr. Pennington asked for Mr. Henderson to review the last bullet points on item eight. Mr. Henderson responded by stating that the conduct of hearing is taken directly from the DRB Bylaws but there is a subsequent section that provides additional information on how to properly vote. Mr. Henderson stated that for example if there are four Board members in attendance, three of the votes must concur for a motion to be passed.

Mr. Craver stated that he would like to make a motion to vote in Ms. Bohan as the new Chair. Mr. Pennington seconded this motion.

Mr. Henderson responded by stating the votes of a new chair and vice-chair are usually publicly advertised on the agenda and a few Board members were not in attendance. Mr. Henderson suggested that the election of the new chair members be at the November 17th Meeting.

IV. PUBLIC COMMENT: No public comment was made however, Ms. Bohan read a letter submitted to Town Staff from Mr. Scott Millimet in regards to 852 Middle Street (Exhibit 2).

Mr. Pennington stated that Mr. Millimet's concern was addressed in the previous meeting and that all the historic preservation standards were upheld in the Board's decision. Mr. Pennington felt that a letter such as this submitted from a Council member should not go without a response. Mr. Pennington stated that even though Mr. Millimet does not approve of the 852 Middle application, he suggested that Mr. Millimet review the National Historic Preservation requirements and he will notice that the Board followed all procedures with the application.

V. HISTORIC DESIGN REVIEWS:

2320 Middle Street: Ryan Smith, applicant, requested preliminary approval of additions to a Sullivan's Island Landmark structure, with modifications to the zoning standards for the principal building square footage, principal building coverage and side setbacks (TMS# 529-06-00-017)

Mr. Henderson stated that this property is a Sullivan's Island landmark and located within the Atlanticville Historic District by historic survey card #074. Mr. Henderson stated that the project received conceptual approval during the August 2021 DRB Meeting with the Board requesting the applicants to provide a detailed demolition plan and analysis of all historic materials to be restored or replaced. Mr. Henderson stated that the applicant was asked to provide pictures of all these elements and notations on the proposed elevations describing all the elevation work. Mr. Henderson stated that Staff recommended that the Board review the following comments:

- Ensure the Secretary of Interior Standards and Guidelines are met for additions, porches, siding and windows.
- Ensure the Town's elevating standards are met along with the SIS guidelines.
- FFE may not be elevated more than 1' from BFE per Section 21-44 of the ordinance.
- Historic preservation narrative and analysis is still missing from the application submittal.

Mr. Ryan Smith, presented his application to the Board.

Ms. Kate Campbell, with Beau Clowney Architects, that in regards to the foundation height and finished floor height for historic structures, they will have to bring in a bit of fill for this lot because this house is really in a bowl and they will need to bring the structure up to BFE to avoid flooding.

Ms. Dolly Droze, 2402 Quarter Street, stated that once the fill is added to this lot all the water is going to start to flood her house. Ms. Droze stated that there is a screen porch on this house so she doesn't really understand why the applicant stated that there is no screen porch. Ms. Droze stated that she is concerned about the two-car garage and pool going on this lot and raised concern about the flooding in the area.

Mr. Henderson responded by stating that the flooding issue is not in the purview of the Design Review Board. Mr. Henderson stated that this is addressed during permitting and the owners and an engineer must sign a stormwater certification form certifying that the improvements of this lot will not give an adverse impact to any of the adjacent properties. Mr. Henderson asked if the applicant started looking into the stormwater issues yet.

Ms. Campbell responded by stating no that is part of their permitting process which is done after the approval of the plans.

Mr. Henderson stated that the two-car garage and the pool is a part of the Design Review Boards approval for the COA of this application but they are not requesting any relief from the DRB for these structures.

Mr. Wichmann asked Mr. Henderson to address Ms. Droze comments about the screen porch. Mr. Smith responded by stating in their original application they were going to add a screen porch. In this presentation, the screen porch was removed and a bay window was added.

Mr. Pennington stated that he was in favor of the application as long as the request from Town Staff had been met.

Mr. Wichmann agreed with Mr. Pennington. Mr. Wichmann stated that as long as the applicant provided the details on the historic renovation work, he was in favor of the application presented. Mr. Wichmann asked what the base flood elevation would be and if they were asking to go above what was allowed. Ms. Campbell responded by stating that they haven't calculated that out yet because it is usually done in permitting and she didn't think the DRB had the authority to approve or deny that. Mr. Henderson stated that the DRB does not have the authority to grant variances. The applicant would need to go before the Board of Zoning Appeals to request relief.

Mr. Pennington asked if it was possible to excavate? under the house instead of raising it. Ms. Campbell stated yes, they could but it would create a bowl effect and isn't the best option for this structure.

Mr. Craver stated that he was in favor of the application presented. Mr. Craver asked if the historical narrative had been received. Mr. Henderson stated that staff didn't receive a written narrative however the applicant provided lots of details in the plans and on the elevations.

Mr. Bryan asked the applicant to discuss the means of items listed in D1 such as treatments and protections on what will be done to the home. Mr. Babak stated that on the plan it says they are asking for a side lot relief setback but only show the 18-foot side setback so where does the actual setback interfere with the home or effects the design so much that the applicant asked for the relief. Mr. Bryan also pointed out neighborhood compatibility. He stated that he believed there's a form that should be completed during the application but did not see one in the submittal. Mr. Bryan stated that he didn't understand how neighborhood compatibility can be determined when the Board is given an incomplete application. Mr. Bryan stated that he believed there was some critical information missing so he believed that the application was incomplete and could be approved for conceptual approval only. There are items that were being requested to removed or added and items that are historic and aren't for example the shutters being added because they were on pictures post Hugo. Mr. Bryan stated that there are a lot of unanswered questions on this application. He stated that the proposed plans seem to show a uniform structure rather than differentiating what is old and what is new.

Ms. Bohan asked if the applicant had any pictures prior to 1990 to show the proposed and existing columns, windows, doors and roof. Ms. Bohan asked if the applicant could provide more information on the detail of proposing renovations on the historic materials

Mr. Smith responded by stating that the single shutter is a double back shutter with the intent of being operatable. The differentiation in materials to distinguishing the main house viruses the historic house was done with the roof eaves. The historic house has more of an elaborate roof eave and they want the historic house to be the main promenade feature. Mr. Smith stated

that the existing windows that are to be covered will be relocated to the master bedroom and installed there. Mr. Smith stated that the roofing material will come down to cost of construction but the roof is current asphalt shingle but they would like to make it a metal roof depending on costs. Mr. Smith stated that the in the application has all the details and photos and he was using that as what he thought was the narrative. Mr. Smith stated that this was his version instead of just adding it to a separate sheet of paper.

Mr. Smith stated that the non-original addition on the rear of the structure has siding exposure of the true corner board of the main house. Mr. Smith stated that unfortunately the sand born maps cut off at the house next door so he does not have the full story as to when the additions were added. Mr. Smith stated that based on the survey card the small cottage was built just after the main house in the 1900's. The wing addition that attaches the cottage with the small structure on the rear has a 6'7 ceiling and with the experience his team has they can tell that these were not super old and it's a very awkward space because when it was added you can tell it was just pieced on for the use of a laundry room. Mr. Smith stated that his clients are trying to take this back to a single-family home like the original.

Mr. Bryan stated that based on the applicants comment on the historical assessment, he believed that the applicant is completely capable and isn't doubting his ability but what he is looking for is a way that it documents not just taking someone's word for it so there is record of the decisions made. Mr. Bryan would love to see what the applicant just presented in a document so that it is recorded.

Mr. Craver made a motion to grant final approval provided that the applicant provide a historic preservation analysis and a written discussion of what Mr. Bryan pointed out to Town Staff. Mr. Wichmann seconded this motion.

Mr. Wichmann asked if this motion was acceptable and if Town Staff was ok with accepting these documents at the permit step. Mr. Henderson responded by stating that he believed Mr. Byan was stating he would like to see these items presented to the Board before granting final approval however Town Staff can accept this motion and collect these documents at permitting. With that Mr. Henderson stated it is up to the Board to make a decision on how to move forward.

Mr. Craver stated that having the narrative in writing and what Mr. Bryan was asking for by having their discussion in the record, Mr. Craver asked if there was something that he was missing and should ask the applicant for something else so that they are understanding.

Mr. Bryan stated that he was looking for clarification on the historical evaluation and the neighborhood compatibility application for representation as to what the applicant was requesting. Mr. Bryan asked that the application to be completed and all the details are given so that the Board can make a more validated decision. Mr. Bryan stated that the Board could approve conceptually but doesn't think the application has enough information for the Board to grant final approval.

Mr. Craver amended his motion by granting preliminary approval to the application presented provided that the applicant provide the Board with an historic preservation analysis, neighborhood compatibility worksheet, and a written discussion as to what is being presented.

Mr. Henderson stated that for historic projects the applicant is supposed to outline how they are meeting the Secretary of Interior's Standards and any other SIS guidelines that are a part of this process. Mr. Henderson stated that for new construction the additional D2 sheets such as the neighborhood compatibility application is to be completed. As part of the historic of interior standards, there is a section that asks the applicant how their proposed design will fit in with the neighborhood. Mr. Henderson stated that the applicant should provide the information on how the proposed new construction will fit it with the neighborhood. Mr. Henderson stated that he will assist the applicant on how to provide this information.

Mr. Pennington stated that according to the application, this applicant in particular wasn't required to submit from D2 for the neighborhood compatibility. Mr. Henderson responded by stating that no, they were not required to complete this form because the neighborhood compatibility standards are covered in the guidelines discussing "Setting of District or Neighborhood."

Mr. Pennington stated that the Board received the application and should have done a walk-through of the property so why should they have to come back to submit a sheet of paper when they have provided the Board with the information needed. Mr. Henderson responded by stating that Mr. Babak asked the applicant to justify the proposed plans as to why the applicant requested what they are wanting and why it fits in.

Mr. Craver stated that he changed his motion assuming the neighborhood compatibility form is required. Since the document isn't required, Mr. Craver stated that he looked at the property and the application and believed that this would fit in with the neighborhood and that the requirements have been met. If the applicant didn't meet the requirements, Mr. Craver stated he would like to switch back to his original motion.

Mr. Pennington stated that Town Staff recommended giving preliminary or final approval provided that the applicant provide the narrative and historical analysis. So, Mr. Pennington stated if the Board was trying to require documents just to require them when Staff doesn't need them then he was in favor of granting final approval.

Mr. Bryan stated that the historic house conforms with the zoning setbacks but the additions do not which has triggered a relief request from the DRB. Mr. Bryan asked for all the requirements were being met so that they are given the proper approval with the proper required documentation. Mr. Bryan stated that he thought form D2 was still required because the applicant asked for relief that they still needed to complete D2.

Mr. Henderson stated that for a historic property to be given a COA the applicant would need to site the Secretary of Interior Standards and guidelines which is referenced in a completely different section of the ordinance which references the requirement to meet the neighborhood compatibility.

Mr. Bryan asked how an applicant can request relief for a side setback when it doesn't meet neighborhood compatibility. Mr. Henderson responded by stating the design guidelines allows an applicant to make this request and it can be granted by the DRB.

Mr. Pennington stated that it is the Board's discretion and usually the relief is requested to allow the home to accommodate to a modern family.

Mr. Bryan stated that he is just asking for the demonstration of the application so that he could understand what was requested and how it is compatible with the neighborhood.

Mr. Henderson reference the rehabilitation section of the Secretary of Interior Standards which describes several different items that are recommended and aren't. It also talks about alterations and additions for a new use and one of the items it talks about is that considering new construction in the historic districts what is compatible and what isn't for the neighborhood. Mr. Henderson stated that if the applicant were to resubmit, they would demonstrate how the addition does not damage or ruin the historic nature of the historic structure.

Ms. Campbell stated that the existing property is non-conforming with the existing setbacks so what they are trying to do is pull it off the property line. Ms. Campbell stated that when adding on to historic structure they try to pull the additions apart to allow the historic structure to stand alone. Ms. Campbell stated this is the reason for the request of the setback line.

Mr. Craver stated that since 2002 the setbacks were at 10 feet and would be by definition at neighborhood compatible so with this application based on that the application presented is compatible. Ms. Bohan stated that she believed the historic rehabilitation item number ten has been met.

Mr. Craver made a motion to grant final approval provided that the applicant provide a historic preservation analysis and a written discussion of what Mr. Bryan pointed out to Town Staff. Mr. Wichmann seconded this motion. Four in favor. Mr. Bryan opposed. Motion passed four to one.

VI. NON-HISTORIC DESIGN REVIEWS:

2429 Atlantic Avenue: Heather Wilson, applicant, requested conceptual approval to construct a new single-family home with modifications to the zoning standards for principal building square footage, principal building coverage, side setback and second story side façade setbacks (TMS# 529-10-00-067)

Mr. Henderson stated that this property is located outside of the historic district and the applicant requested approval to construct a new single-family home with modifications to the zoning standards. Mr. Henderson stated that the applicant requested the following:

- Principal building square footage relief: 19% or 810'
- Side setback relief: 5% or 2'
- Second story side façade relief: Three facades (applicant to clarify)

Mr. Henderson stated that Town Staff recommended that the applicant make some modifications to her application. Mr. Henderson stated that he recommended that the Board review the application from Ms. Wilson and to make sure that the application has been properly completed. Mr. Henderson suggested that the Board grant conceptual approval to ensure the application was complete and all guidelines have been met.

Ms. Wilson presented a revised application to the Board (Exhibit 3).

Ms. Wilson stated that in her revised application she requested approval to construct a new single family home. Ms. Wilson stated that she believed that she originally did not need to request relief for the second story side façade because she believed that the first story met the required side setbacks.

Mr. Henderson stated that because the east side elevations have that hyphen its considered two masses so the applicant would need to request 100% relief for the second story side façade.

Mr. Dan Batton, property owner of 2430 Atlantic Avenue, asked Ms. Wilson if she had a landscaping plan yet and how much fill would be brought on the lot. Ms. Wilson responded by stating that they haven't created a landscaping plan yet and they don't know how much fill would be brought onto the lot but won't exceed what is allowed. Mr. Batton stated that he encourages the Town and the Town's public works department to help the residents get the county to remove the culvert and install a new one because it would solve the drainage problem.

Mr. Henderson responded by stating that when a new home is constructed the owners have to get an engineer and provide a stormwater plan. With the stormwater plan any work done on this lot would be an improvement. Mr. Henderson stated in regards to the culvert, Town Staff has spoken with SCDOT in regards to trying to get this addressed. Mr. Henderson stated that Andy Benke, Town Administrator has several grant initiatives in the works and are trying to get the funding to make these drainage improvements in the SCDOT right of way.

Mr. Pennington asked Ms. Wilson to show where the allowed side setback is and where she is proposing the additional 2 feet relief.

Mr. Craver stated that the relief request for the side setback was created to avoid a box like home being built like the one on Station 22. Mr. Craver stated that this is no box because it has articulation, different elevations and different height structures. Mr. Craver stated that because this isn't a box and Ms. Wilson only asked for 2 feet, he believed the Board should grant the approval.

Mr. Pennington stated that this property is really low and located near the accreted land. Mr. Pennington asked Mr. Henderson to explain the water issue and how they should handle the stormwater plan. Mr. Henderson stated that a certified engineer is required to sign a certification form and provide a stormwater plan showing that it will not affect the neighboring properties. Mr. Henderson can't answer if the accreted land floods and effects the neighboring properties. From what Mr. Henderson understands the accreted land is lower than the properties and does not really cause any effects to the residents. Mr. Henderson stated that the Town has allowed residents to install some sort of retaining or landscape wall to help with any issues they may have.

Mr. Wichmann stated that it will be a great home and is in favor of the application conceptually with the exception of breaking up the east elevation a little. Mr. Craver stated that he was in favor of the application presented.

Mr. Bryan agreed with the comments the other Board members made. Mr. Bryan stated that he doesn't really have an issue with the application but would say that he does think it is too much. Mr. Bryan stated that he really didn't want to approve this application because of the massing but due to the neighborhood compatibility he felt it would not be right for the Board to reject the application presented.

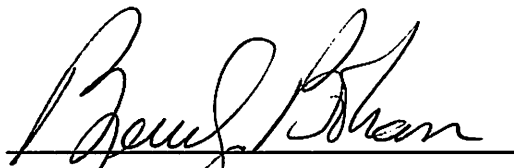
Ms. Bohan believed that the location of the home on the lot nestled in the trees is a really good idea. Ms. Bohan stated she would approve the application for conceptual approval.

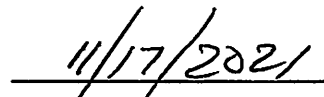
Mr. Wichmann made a motion to grant conceptual approval provided that the applicant addresses the comments made by the Board. Mr. Bryan seconded this application. All were in favor. None opposed. Motion passed unanimously.

Mr. Henderson asked the Board what their opinions were on the modified staff reports. The Board was in favor of the modifications made by Town Staff.

Mr. Henderson proposed that the Board meets for example the Friday before the meeting to go over and discuss the proposed applications and have the Board ask any questions they may have. The Board would consider this and make a future recommendation to staff.

VII. ADJOURN: Mr. Wichmann made a motion to adjourn at 5:50 p.m. Mr. Craver seconded this motion. All were in favor. None opposed. Motion passed unanimously.


Beverly Bohan, Vice-Chairman


Date

**RESOLUTION OF THE
SULLIVAN'S ISLAND DESIGN REVIEW BOARD
IN APPRECIATION FOR OUTSTANDING PUBLIC SERVICE BY
STEPHEN P. HERLONG**

WHEREAS, in 2001, when the Town of Sullivan's Island recognized a need for zoning to prevent excessive massing of residential structures, Stephen P. Herlong volunteered to serve on an *ad hoc* committee appointed by Town Council, was appointed, served and dedicated countless hours to help construct amendments to the Sullivan's Island zoning ordinance to help prevent the excessive massing, and Town Council adopted the amendments which remained in place until the Sullivan's Island zoning ordinance was completely rewritten and the Design Review Board was created; and

WHEREAS, Stephen P. Herlong was appointed in 2004 as a member of the first panel of Design Review Board members seated, was elected vice chairman and served in that capacity until he was elected as chairman in 2017 and served in that capacity until September, 2021; and

WHEREAS, Stephen P. Herlong dedicated countless hours of his time lending his unquestionable competency, accomplishments, expertise, balanced judgment and leadership to the Design Review Board as a member, vice chair and chair; and

WHEREAS, Stephen P. Herlong volunteered numerous hours, incurred personal sacrifice and exhibited outstanding community spirit in his service, acting with professionalism and a demeanor that made working with him a pleasure; and

WHEREAS, Stephen P. Herlong's unwavering commitment, willingness and ability to understand and respond to the concerns of the people of Sullivan's Island, has made a substantial contribution to the betterment of the Town of Sullivan's Island; and

WHEREAS, the members of the Sullivan's Island Design Review Board desire to express to Stephen P. Herlong their appreciation for his service to the Town of Sullivan's Island.

NOW THEREFORE, BE IT RESOLVED, that the members of the Town of Sullivan's Island Design Review Board do hereby thank, commend and express their appreciation to Stephen P. Herlong for his time-honored legacy of dedication, enthusiasm and outstanding public service given to the Town of Sullivan's Island for the past twenty years.

Enacted October 20, 2021.

THE SULLIVAN'S ISLAND DESIGN REVIEW BOARD

BY: _____
Beverly Bohan, Vice Chair

DRB members – I was unable to attend the last DRB meeting but must strenuously object to the current approvals given the plan for Brady's Tavern. As one of the last remaining "untouched" historical properties on SI it should remain a stand-alone structure with possible allowances given to the main structure. There is precedence for such on the Island and those should be used as a template.

Bridget – please enter my note into the record.

Thanks to all.

Scott



HANENBERGER RESIDENCE

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A2.3	ELEVATION C
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3D VIEWS

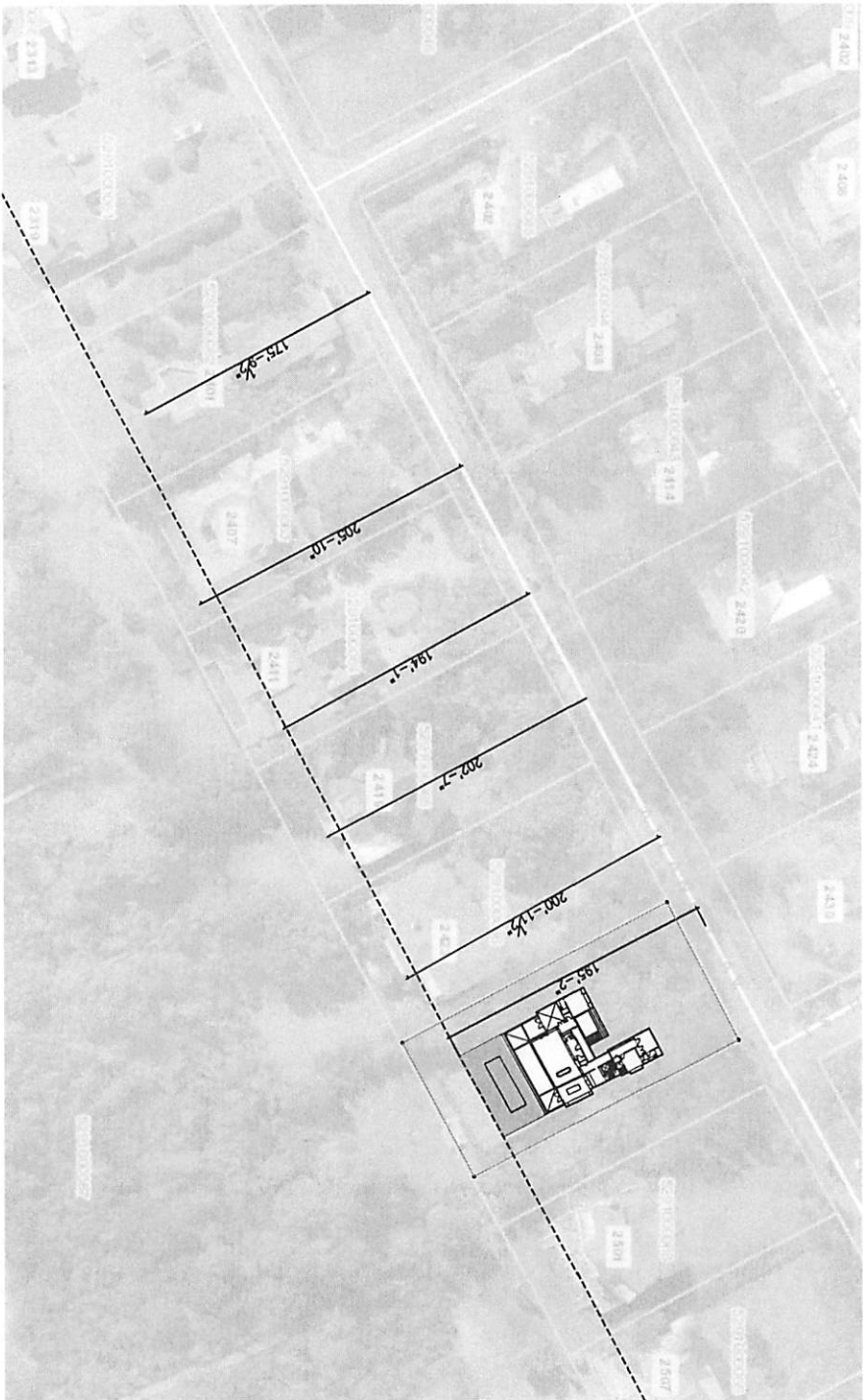


PROJECT LOCATION
2429 ATLANTIC AVE

HANENBERGER RESIDENCE, 2429 ATLANTIC AVE, SULLIVANS ISLAND, SC 29482
Whether a Wilson, Archibald, 173 Westworth Street Charleston, South Carolina 29401 843.814.2031

DRB MEETING 10.20.21

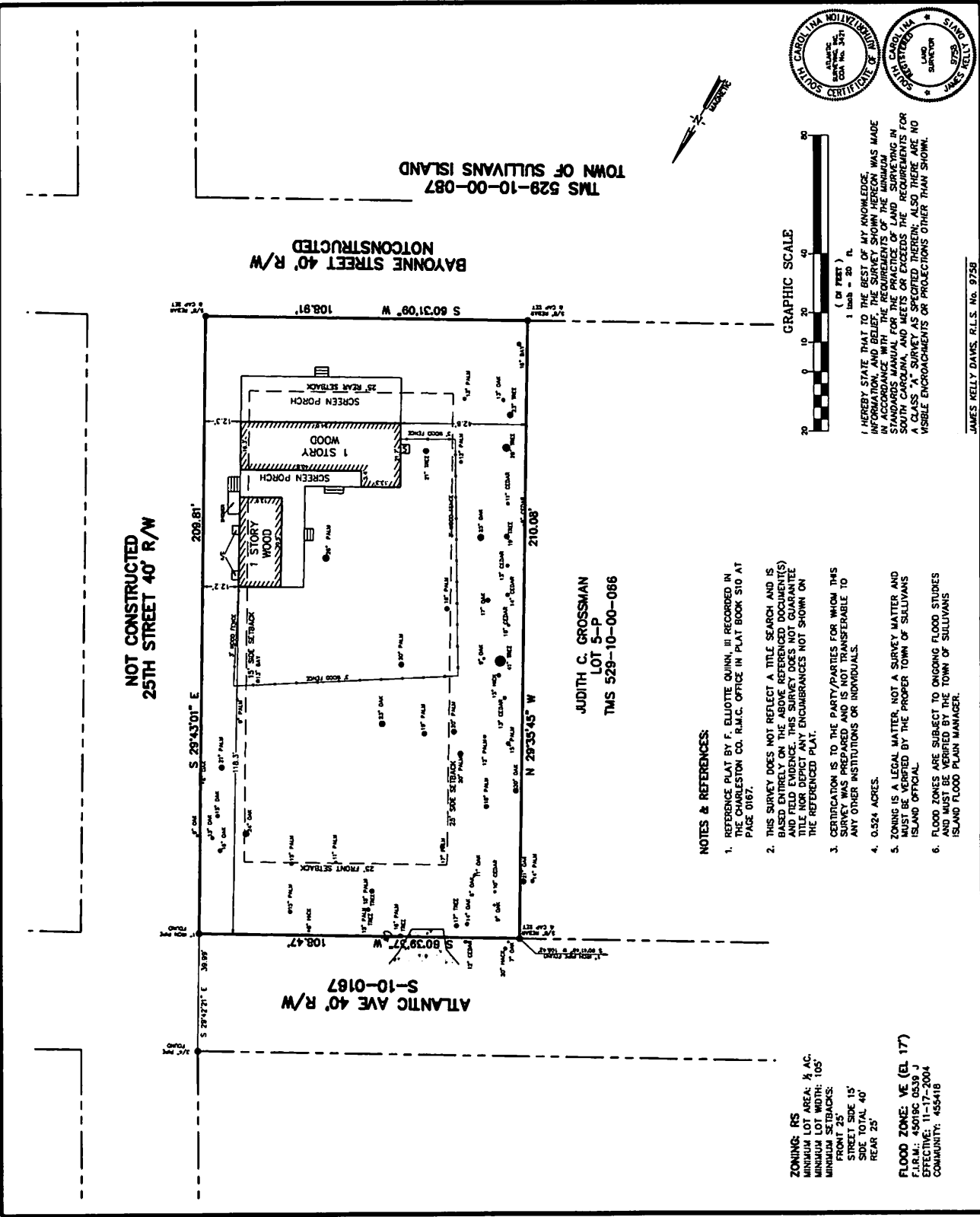
C1
CONTEXT



Atlantic Surveying, Inc.
 ATLANTIC SURVEYING, INC.
 1055 GARDNER ROAD
 CHARLESTON, SOUTH CAROLINA 29407
 (843) 763-6689; (843) 766-7411 FAX
 www.atlanticsurvey.com

SURVEY OF LOT 6-P
 2429 ATLANTIC AVENUE
 SULLIVANS ISLAND, CHARLESTON CO., SC
 TMS 529-10-00-067
 PREPARED FOR:
 HILBERTSON CONTRACTING

NO.	DATE	DESCRIPTION	BY	CHKD.	DATE
1	8/24/2010	REVISION	JK	JK	
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Scale 1 = 20-0

S-10-0167

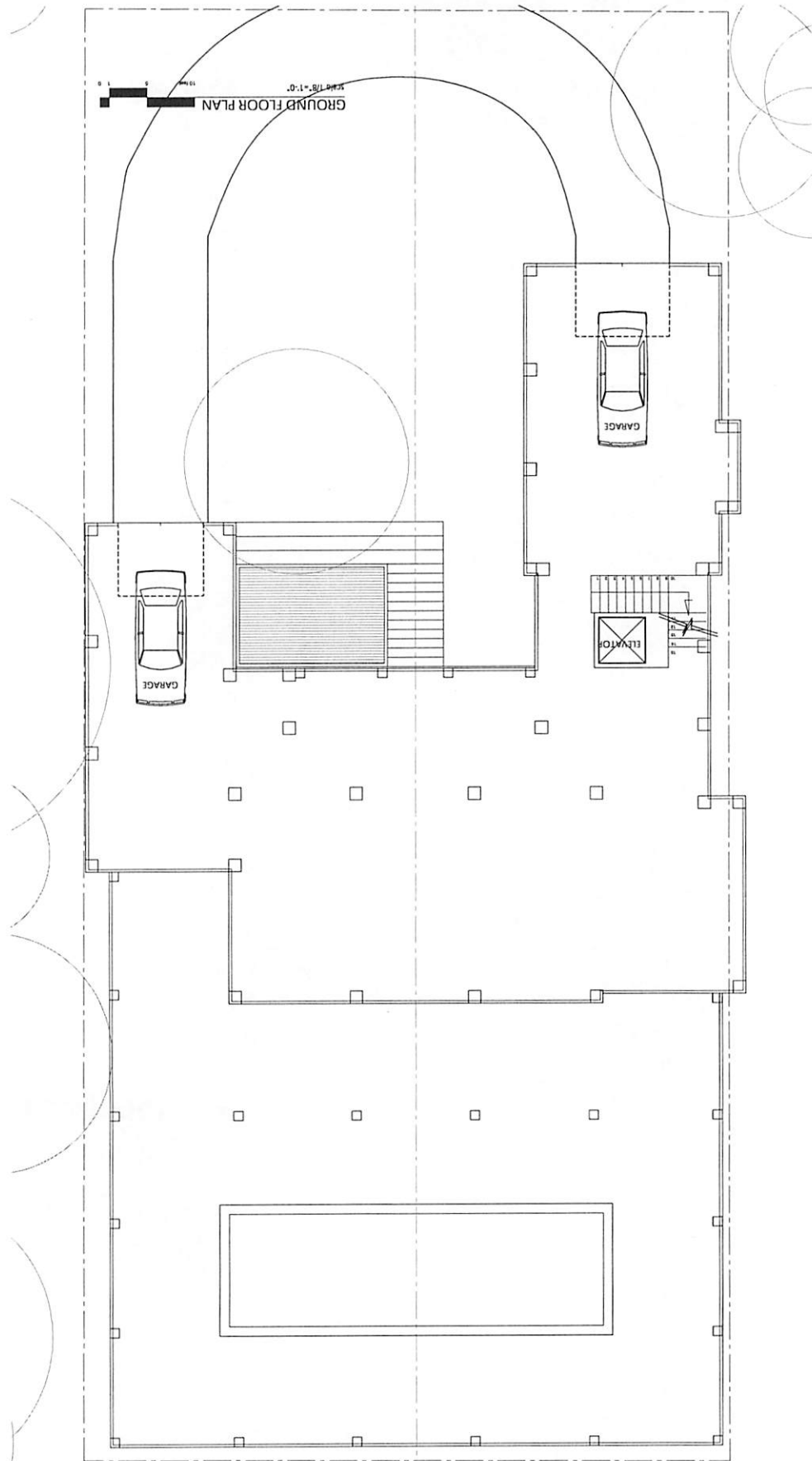
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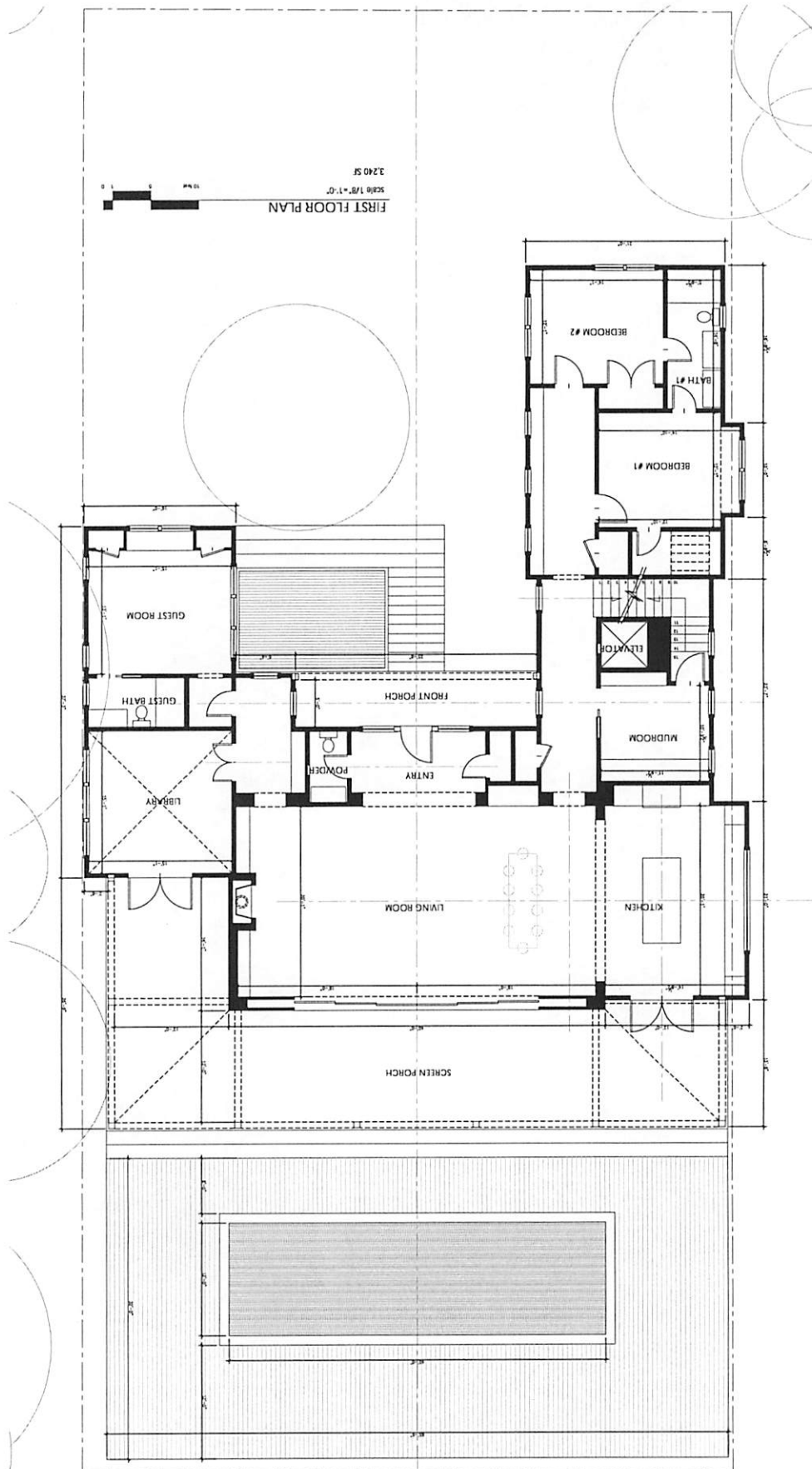
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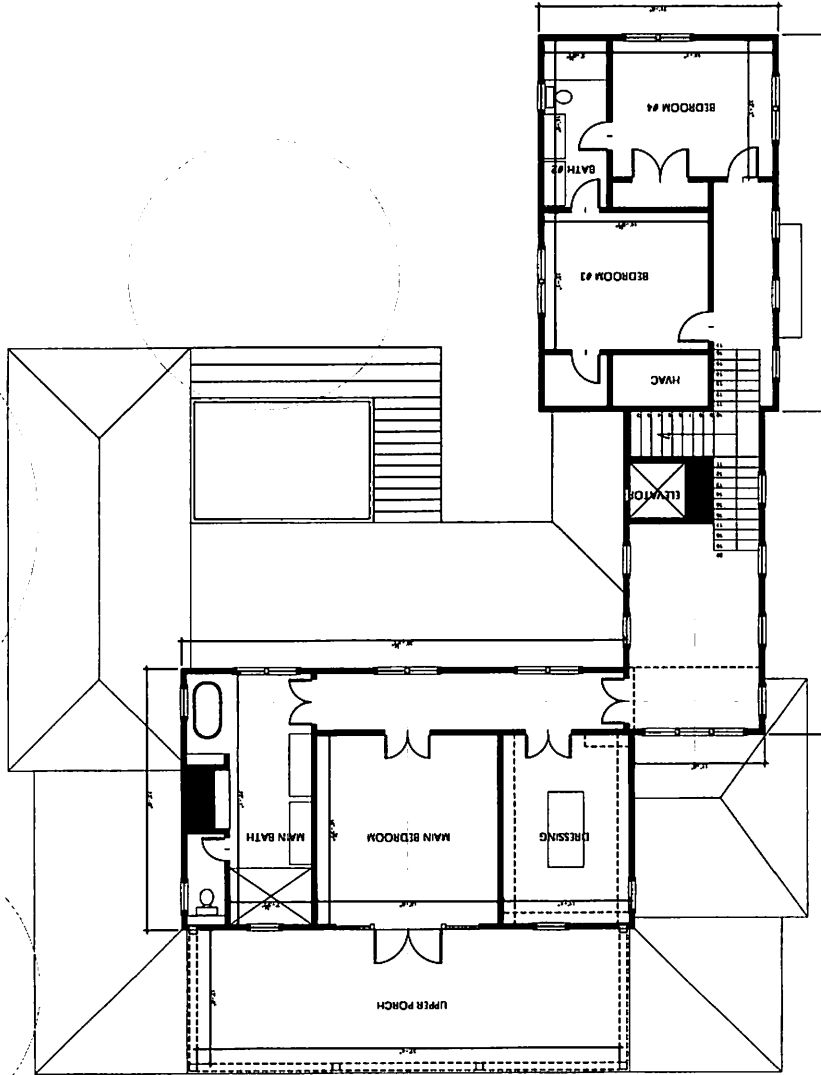
TMS # 529-10-00-67
 2429 ATLANTIC AVE
 FLOOD ZONE VE-17
 LOT SIZE: 22,805 SF
 PRINCIPAL BLDG AREA: 4,952 SF
 HEATED FIRST FLOOR: 3,240 SF
 HEATED SECOND FLOOR: 1,750 SF
 PRINCIPAL BLDG. COVERAGE: 3,240 SF
 FRONT PORCH: 1,040 SF
 FRONT PORCH: 148 SF
 STAIRS: 100 SF
 POOL & TERRACE: 2,295 SF
 HEIGHT: 38'-0"
 MINIMUM COVERAGE: 6,823
 (22,805 x .30) = 6,840
 (22,805 x .15) = 3,420
 principal building coverage permitted =
 (22,805 x .0005) = 0.2300
 principal building area permitted =
 (4,950 + (0.15 x 104 x 148)) = 17,661

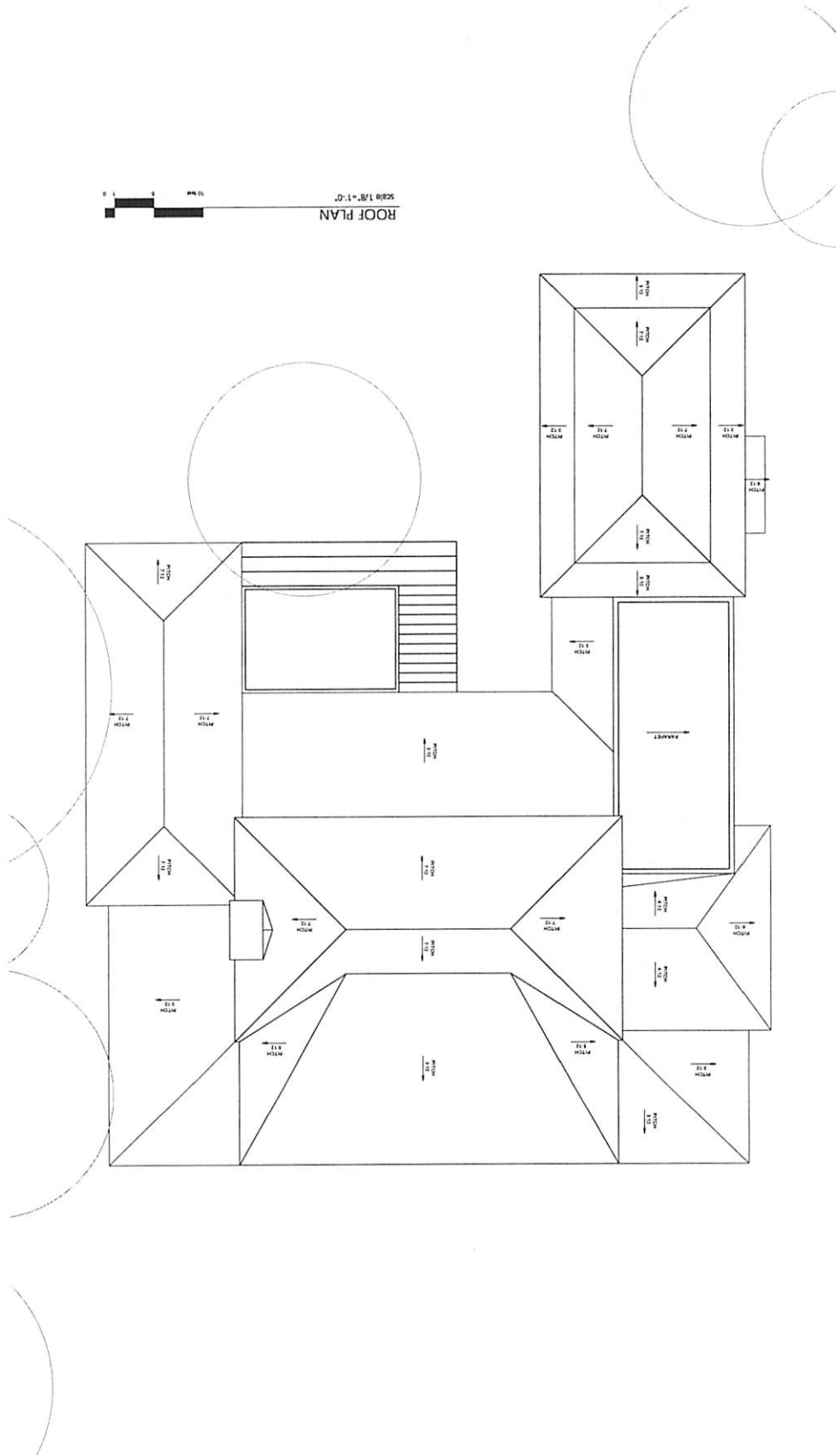


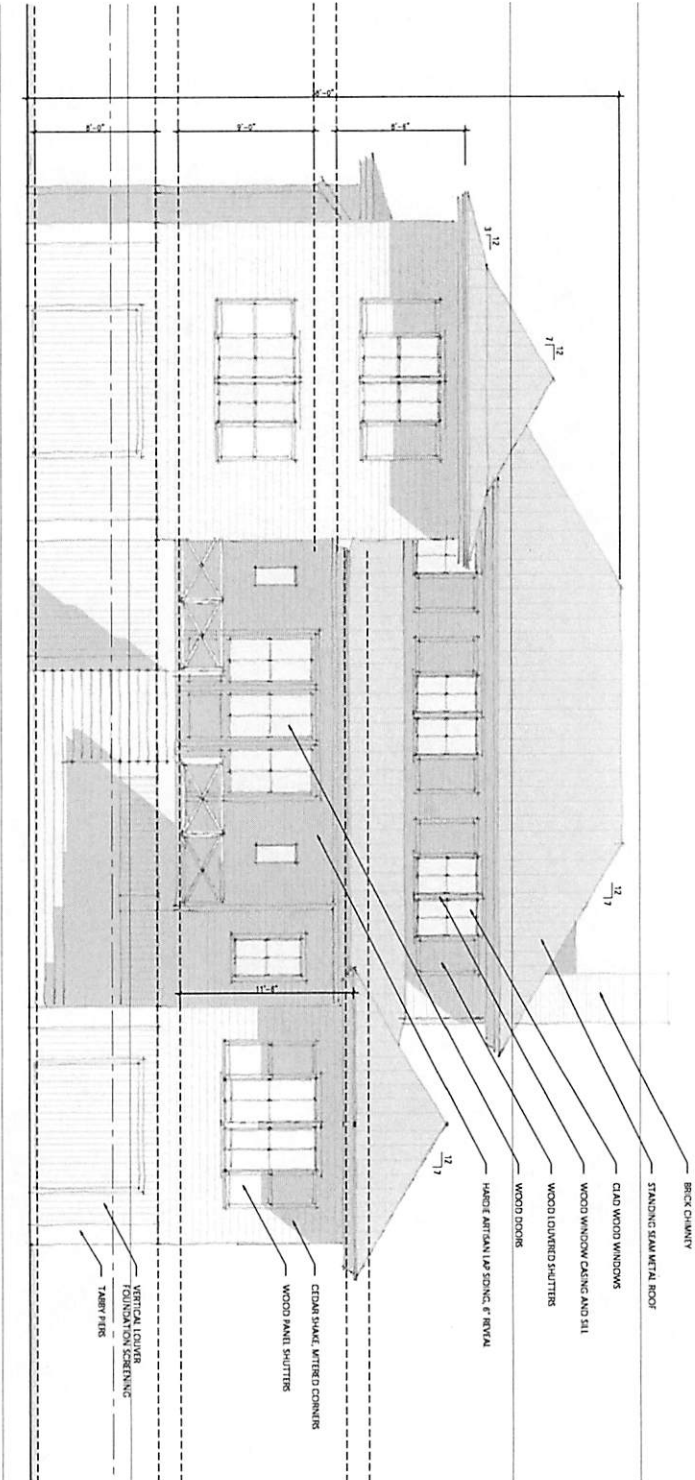




SECOND FLOOR PLAN
 SCALE 1/8" = 1'-0"
 1/32" = 1'-0"



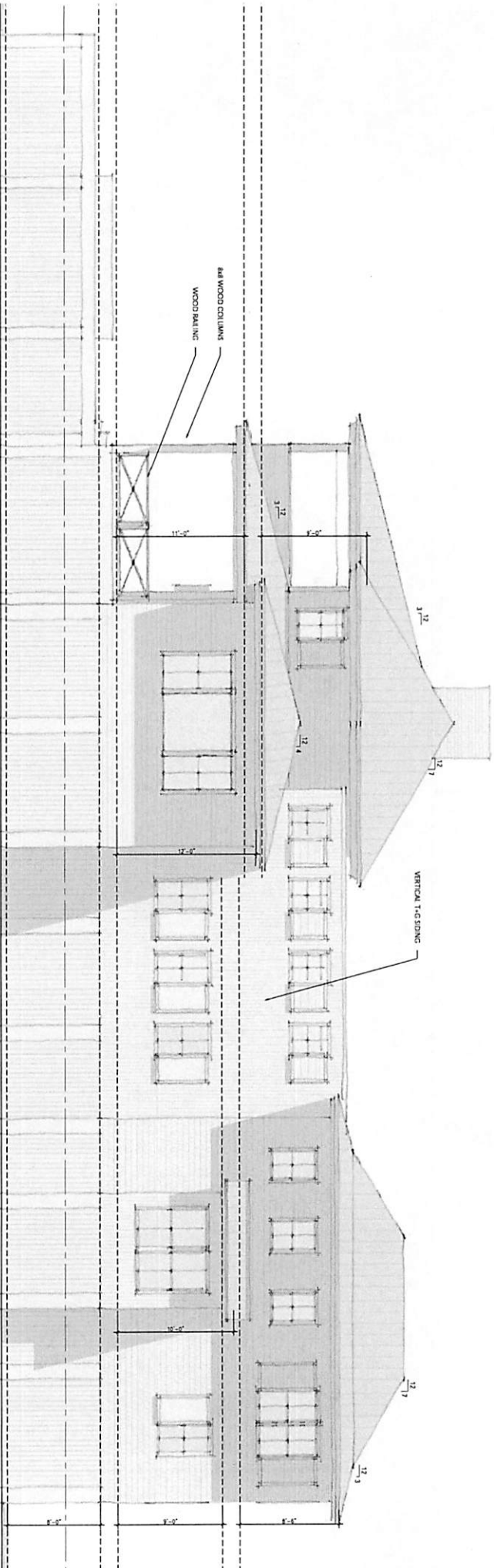




A. NORTH ELEVATION

Scale 1/8"=1'-0"

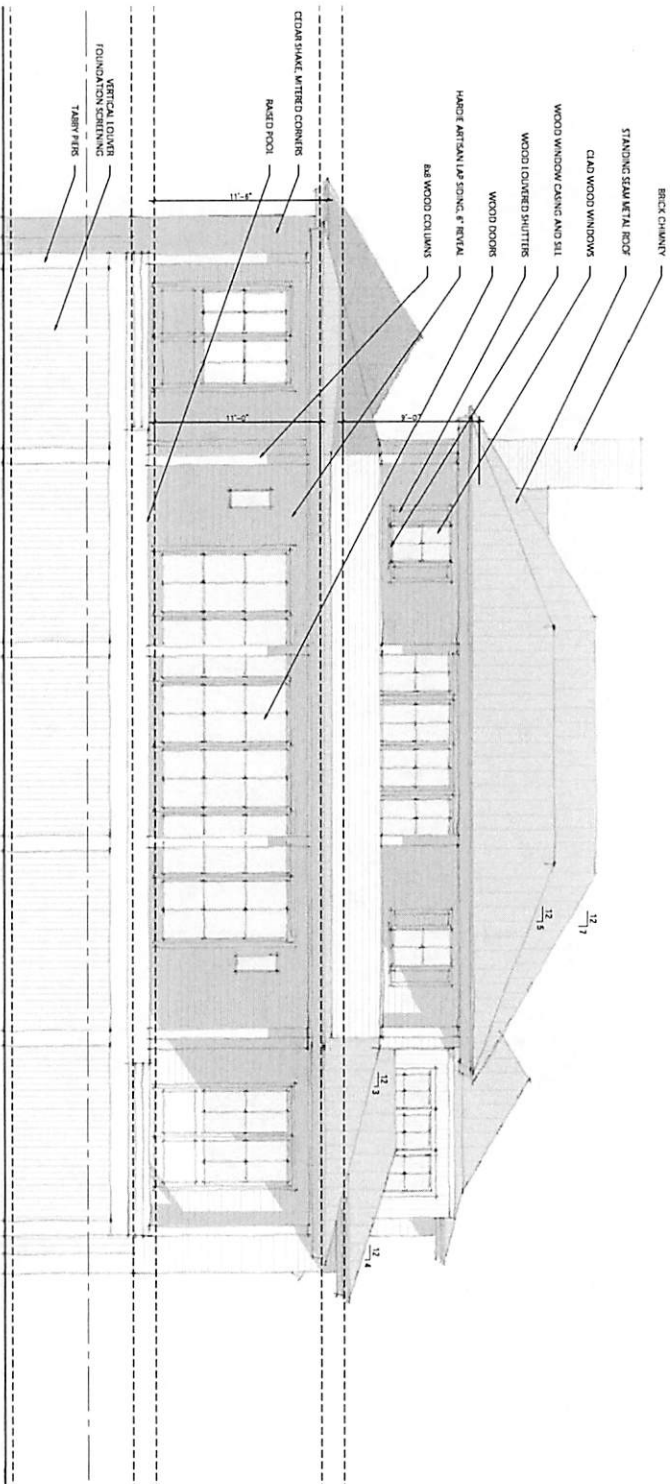




B. EAST ELEVATION

Scale 1/8" = 1'-0"

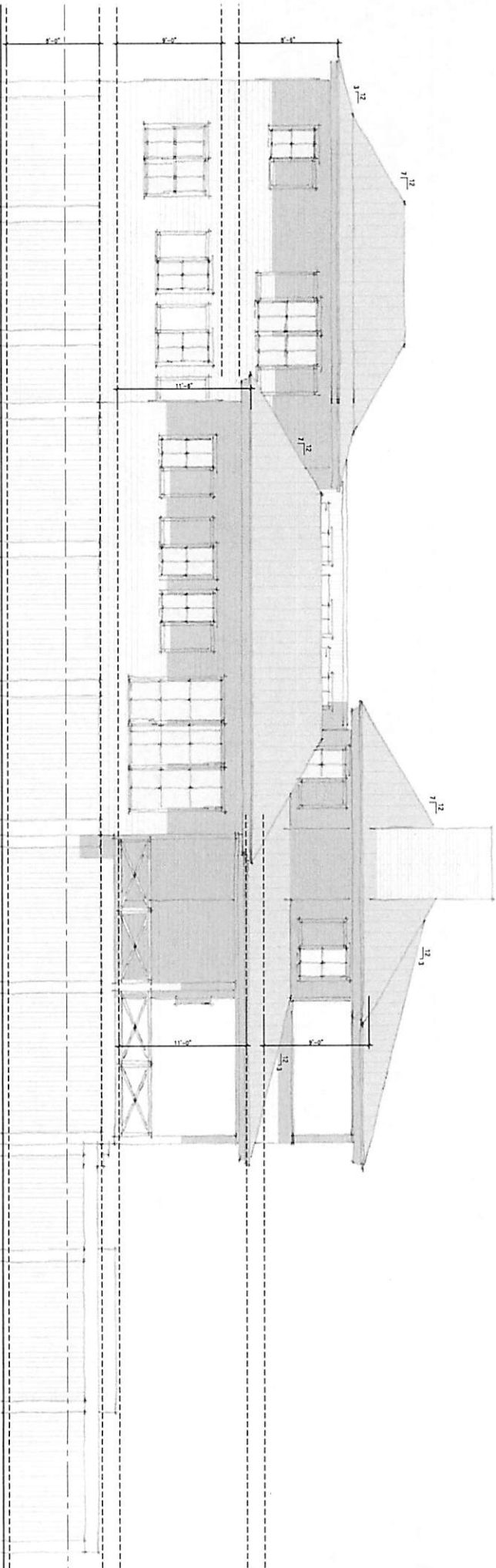




C. SOUTH ELEVATION

Scale 1/8" = 1'-0"





D. WEST ELEVATION

Scale 1/8" = 1'-0"



