

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

REGULAR MEETING MINUTES

Wednesday, June 21, 2023

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

Town Council Members present: No Council members were present.

Staff Members present: Joe Henderson, Deputy Town Administrator, Charles Drayton, Planning and Zoning Director, Max Wurthmann, Building Official, and Jessi Gress, Business Licensing and Building Permit Technician.

Media present: No members of the media were present.

Members of the public: Ms. Kimberly Brown, property owner of 2118 Pettigrew Street, Ms. Marie Cunningham, property owner of 2907 Middle Street, Mr. Scott Miliment, property owner of 2902 I 'On Avenue.

CALL TO ORDER: Ms. Bohan 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 May 17, 2021 Design Review Board Meeting Minutes. Mr. Coish seconded this motion. All were in favor. None opposed. Motion passed unanimously.
- II. **PUBLIC COMMENT:** No public comment was made.
- III. **PROCESS FOR DESIGN REVIEW:** Ms. Bohan reviewed the meeting process for the Design Review Board which is as follows:
 - Statement of matters to be heard (Chair announcement)
 - Town staff presentation (5-minute limit)
 - Presentation by applicant (10-minute limit)
 - Town staff final statement (if needed)
 - Board Q & A (may occur at any point during hearing)
 - Public comment closed.

- Board deliberation and vote

IV. HISTORIC DESIGN REVIEWS:

1730 Middle Street: Jason Fowler, of Sea Island Builders, requested preliminary approval for exterior renovations to this Sullivan's Island Landmark property to replace some windows, siding, and roofing (PIN# 523-08-00-046).

Mr. Drayton stated that this is the DRB's first review of this project. The applicants are seeking the Board's approval to remove some original windows and siding from the structure to allow for an exterior renovation rehab of the home. The project seeks to remove 11 original windows from the 1905 portion of the structure and replace them with modern, high impact rated windows. On the front façade the 5 new windows would be a change out, replacing the old windows with new ones of the same pattern, size, and location. On the western façade the work would include the removal of a non-historic window from the 2016 addition, and it appears that the rotten siding is also from the 2016 addition, but the applicant should be prepared to substantiate this statement and show the Board more clearly what portions of the façade are proposed for siding replacement. Mr. Drayton stated that the changes proposed to the eastern façade include the replacement of the 3 original windows with modern windows of the same pattern and size in the same locations. Lastly, on the northern façade the applicant seeks to replace the 3 original windows on the second floor and the non-original window with modern windows of the same pattern and size in the same locations. There is also a request to replace siding along this northern (rear) elevation that will need to be detailed for the Board. Along with the window replacement requests, the Board should consider any proposed color changes to the facades as well as any modifications that the new roof would create.

Mr. Drayton stated that staff recommended consideration of the applicant's explanation of the conditions of the historic windows and siding requested for replacement and SIS guidelines for rehabilitation to ensure there is not a more appropriate treatment that could be implemented to improve the home conditions without removing the historic features.

Mr. Fowler presented his application to the Board.

No public comment was made.

Mr. Wichmann was not in favor of the removal of the historical windows and suggested fixing the leaks around the windows.

Ms. Wilson asked if the leaks were coming from the windows or the siding on the side of the home. Mr. Fowler responded by stating that they have done water testing on the home in the areas of concern and the leaks only occur when water is put on the windows. Ms. Wilson suggested replacing the non-original windows, repairing the historical windows, and replacing any siding that may need to be fixed due to the leaks.

The Board was in favor of Ms. Wilson's suggestions.

Ms. Wilson made a motion to grant final approval of the removal and replacement of the non-original windows noted in blue, replacement of the original jams and repair of the historical windows noted in red, approval to remove and replace damaged siding and roof. Mr. Wichmann seconded this motion. All were in favor. None opposed. Motion passed unanimously.

2714 Jasper Boulevard: Doug Pupilis, of Mahshie Custom Homes, requested final approval to change the design of this new construction of a second dwelling unit on this Traditional Island Resource property to allow additional foundation height for the new construction. (PIN# 529-07-00-020).

Mr. Drayton stated that this is the Board's first review of this request to allow the modest increase in building foundation height. The project is already under construction and would be significantly impacted should the DRB deny the request, since the framing is already in place; while that should not significantly play into the DRB's decision, it is worthy of consideration. The DRB should also consider the fact that the new home was originally permitted with no DRB relief as they clearly intended to follow the design standards of the Town but have run into an obstacle during construction and need the DRB's support.

Mr. Drayton stated that staff recommended final approval of the request for the proposed increase in building foundation height if the Board finds that it is in character with the historic property and satisfies the SIS Guidelines for new construction in an historic setting.

Mr. Pupilis presented his application to the Board.

No public comment was made.

The Board was in favor of the application presented.

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

V. NON-HISTORIC DESIGN REVIEWS:

2108 Pettigrew Street: Brent Fleming, of B. W. Fleming Architect, LLC, requested conceptual approval to renovate and add a second story addition to this existing home, with a request for additional principal building square footage. (PIN# 529-09-00-058)

Mr. Drayton stated that this is the DRB's initial review of this project. The present plans only provide a conceptual understanding of the project's goals and do not address the finer details that are required for the DRB to render any final decisions, and the applicant has only requested conceptual approval, so the Board may consider giving feedback to assist in further development of

the project should they find that the additions as conceived will be compatible in the neighborhood context. There are some changes proposed to the exterior involving rearrangement of stairs and changes to the driveway; these should be given more detail in future plan sets so that the Board can better understand the full scope of the renovation project and any associated lot coverage changes. Lastly, although the elevations currently lack dimensions, the application notes that the existing building foundation height is a non-conformity, and the Board should keep this in mind as they consider this project.

Mr. Drayton stated that there are a number of questions that have not been answered by the plans that would need further detail before the Board should make a final decision, but staff recommends conceptual approval of the project if the Board finds that the design accomplishes the goals set forth in the Standards for Neighborhood Compatibility, knowing that the applicant may have to make considerable changes once all of the details are known.

Mr. Fleming presented his application to the Board.

Ms. Kimberly Brown, property owner of 2118 Pettigrew Street, stated that the property owners reached out to her and all of the residents on Pettigrew Street and everyone was in favor of the application presented before the Board.

The Board believed that the overall design of the addition looked good but suggested reducing the massing of the structure, keeping the porches on the sides, address the first-floor front façade articulation, and come back to the Design Review Board with a 3D rendering.

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

2913 Middle Street: Kate Campbell, of Beau Clowney Architects, requested conceptual approval to construct a new two-story home, with requests for additional principal building coverage area, side setback relief, and principal building side façade relief. (PIN# 529-12-00-003)

Mr. Drayton stated that This is the DRB's initial review of this project. The applicant has shown on the plans that the attached additions will meet the required conditions set forth in Section 21-20 B. (6). The encroachment into the side setback on the western façade is for a one-story element that is only 12.5 feet long and is located at the rear of the design, roughly 70 feet from the front façade of the home; additionally, there is a wide section of unimproved right of way between the property and the pavement on Middle Street, 37.5 feet wide; these distances, combined with the front setback, locate the encroachment almost 140 feet from the street and to the rear of the development on the adjacent parcel. The design proposes only about 740 feet of principal building square footage on the second floor; this design brings most of the massing onto the first story and spreads the home out on the lot, creating the request for additional principal building coverage area.

Mr. Drayton stated that the staff recommended preliminary approval, provided the Board finds the relief requests are justified by the design, and the design comports with the Standards for Neighborhood Compatibility.

Ms. Campbell presented her application to the Board.

Ms. Marie Cunningham, property owner at 2907 Middle Street, stated that she was in favor of the application presented.

The Board was in favor of the application presented. Ms. Wilson voiced her appreciation that the applicant presented the streetscape in her presentation.

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

3104 I 'On Avenue: Phil Clarke, of Phil Clarke Design Group, requested conceptual approval to construct a new two-story home, with requests for side setback, second story side setback, and principal building side facade relief, along with requests for additional principal building square footage and coverage area. (PIN# 529-12-00-033)

Ms. Bohan stated that the application regarding 3104 I 'On Avenue has been deferred from the agenda.

2901 I 'On Avenue: Matthew Flemming, homeowner, requested final approval to construct a new two-story home, with requests for additional principal building square footage and additional second story side façade setback relief. (PIN# 529-12-00-046)

Mr. Drayton stated that this is the DRB's second review of this project. At the initial meeting the Board was generally receptive to the conceptual project and granted preliminary approval for the design, requesting that the front gable be lowered. The Board made several comments and suggestions for the applicant:

- Consideration of changes to the garage doors – those were maintained as originally proposed.
- Consideration for the encroachment into the root zone of the 38" live oak – it was determined that the house does not encroach into the CRZ, however staff recognizes that the pervious driveway and the pervious walkways may impact the root systems of 19" and the 38" live oaks on the property and will request a tree preservation plan from a certified arborist at permitting.
- Include the materials proposed for construction – the applicant has provided materials details on the elevations and floor plans; and
- Consideration of lowering the gabled roof on the front elevation of the house – the gable appears to have been lowered by about 2 feet, giving it a distinct elevation change from the main roof's ridgeline.

Mr. Drayton stated that finding that the applicant has addressed the Board's contingency, staff recommends final approval of the project if the Board finds that the design accomplishes the goals set forth in the Standards for Neighborhood Compatibility.

Mr. Flemming presented his application to the Board.

Mr. Scott Miliment, property owner of 2902 I' On Avenue, stated that he was in favor of the application presented.

The Board was in favor of the application presented.

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

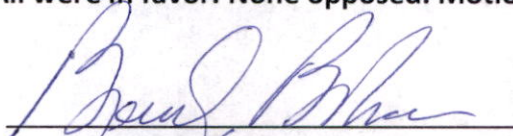
VI. CONSIDERATION OF THE REVISED DRB APPLICATION AND GUIDANCE DOCUMENTS.

Mr. Drayton presented a new Design Review Board application and guidance documents to the Board for their review.

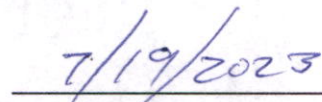
The Board was in favor of the new application and guidelines.

Mr. Coish made a motion to grant final approval for the proposed application and guidance documents. Mr. Wichmann seconded this motion. All were in favor. None opposed. Motion passed unanimously.

VII. ADJOURN: Mr. Wichmann made a motion to adjourn at 5:40 p.m. Mr. Coish seconded this motion. All were in favor. None opposed. Motion passed unanimously.



Beverly Bohan, Chair



Date

TOWN OF SULLIVAN'S ISLAND
Design Review Board Meeting
June 21, 2023, 4:00 p.m.
PUBLIC INPUT SIGN UP SHEET

****PLEASE SIGN THIS FORM IF YOU WOULD LIKE
TO SPEAK ON A SPECIFIC AGENDA ITEM****

| NAME | AGENDA ITEM |
|----------------|---------------------------|
| Brent Fleming | 2108 Pettigrew |
| Matthew Flemmy | 2901 2901 I'ON |
| Kate Campbell | 2913 Middle Street |
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