

TOWN OF SULLIVAN'S ISLAND DESIGN REVIEW BOARD

REGULAR MEETING MINUTES Wednesday, May 15, 2024

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

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

Staff Members present: 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:

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 THE April 17, 2024 Meeting Minutes:** Mr. Wichmann made a motion to approve the April 17, 2024 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. NON-HISTORIC DESIGN REVIEWS:

Mr. Clarke recused himself from the application regarding 2923 Middle Street (Exhibit 1).

2923 Middle Street: Bryce Richey, of Clarke Design Group, requested final approval to construct a new home on this vacant lot, with requests for additional principal building square footage and principal building coverage area, as well as additional front setback and second story side facade setback relief (PIN# 529-12-00-005).

Mr. Drayton stated that during the meeting in March 2024, the Board gave an initial review for this proposed plan, noted the challenges related to this lot, and provided feedback to the applicant. The Board requested:

- Streetscapes to contemplate the neighborhood compatibility,
- For the applicant to work on the Station 30 elevation, specifically noting the arrangement of the 3 windows along that façade,
- To integrate the master bedroom more closely to the rest of the house, and
- Bring a full design with the next submission.

Mr. Drayton stated that the applicant has responded to the Board's streetscape comment by providing a side-by-side view of the proposed elevation from Middle Street alongside the adjacent properties to the west. The Station 30 façade does not appear to have been altered, and the connection between the main part of the house and the master bedroom suite also remains the same as the previous submission. Lastly, the plans do not include 3D perspectives required for final approval of a DRB request that involve relief from the ordinance standards. Staff also noted that the principal building side façade relief request that staff identified in March has not been included in the application.

Mr. Drayton stated that staff recommended preliminary approval of the proposed plan provided the Board finds the design and relief requests uphold the Standards for Neighborhood Compatibility.

Mr. Richey presented his updated application to the Board addressing the previous staff and Board comments.

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 provided that town staff receives a full set of construction plans. Mr. Coish seconded this motion. All were in favor. None opposed. Motion passed unanimously.

2424 Goldbug Avenue: Heather Wilson, of Heather A. Wilson Architect, requested final approval to construct a new home to replace the existing home, with a request for side setback relief (PIN# 529-06-00-077).

Mr. Drayton stated that this is the initial review of redevelopment plans for a double-fronted property running between Goldbug Avenue and Raven Drive; there is an existing home and pool located on the lot; the home is proposed for demolition, while the pool is proposed to remain with a new proposed home that is before the Board today for review. Plans for a new home on this property fit within the zoning standards in every way except for along the side setbacks, where the applicant is seeking the maximum amount of relief (25% or 10 feet) in order to site the new home in a way that preserves the pool in situ, and the prominent limb of a grand, Category 1, live oak tree, located on the adjacent property. The limb of the 75-inch oak extends over the property line, across over half of the property's width, and dips to within one foot of the ground before curving back towards the sky. Its presence encumbers the front third of the buildable area and saving this limb has pushed the design of the new home into the setbacks and thus to the Board to seek relief. Mr. Drayton stated that staff has reviewed the plans and has several comments to address before final approval should be granted. Ensure that the coverage table on sheet Z1 is corrected; principal building coverage area should be limited to the footprint of the heated and cooled square footage, porches, stairs, existing pool and deck, and HVAC should be counted towards the impervious coverage calculation. Correcting these calculations will determine if any relief is needed. The elevations all need to show the natural grade (which may need to be determined), the BFE, the DFE, and the FFE, and all elevations need to address the construction material finishes and the dimensions. Lastly, a streetscape is also required for final approval.

Mr. Drayton stated that staff recommended final approval provided the Board finds the request for setback relief is justified and the design adheres to the Standards for Neighborhood Compatibility.

Mr. Madison Rice, applicant representative, presented her application to the Board.

No public comment was made.

The Board was in favor of the application presented.

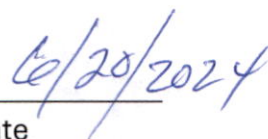
Mr. Wichmann made a motion to grant final approval for the application presented. Mr. Coish seconded this motion. All were in favor. None opposed. Motion passed unanimously.

Mr. Drayton introduced Mr. Phil Thomason with Thomason & Associates. Mr. Thomason's firm will be working with the town to create a Sullivan's Island design guideline manual.

Mr. Thompson introduced himself to the Board and provided a brief description of what his work consists of and to inform the Board he will be returning in June to begin his process.

Mr. Thompson provided design templates to the Board for them to review (Exhibit 2).

- V. **ADJOURN: Mr. Wichmann made a motion to adjourn at 4:45 p.m. Mr. Coish seconded this motion. All were in favor. None opposed. Motion passed unanimously.**

Beverly Bohan, Chair

Date

RESIDENTIAL DESIGN GUIDELINES

4.0 MATERIALS—WOOD SIDING

POLICY

Original wood siding materials should be preserved and maintained. If replacement is required it should be with materials to match the original as closely as possible. For contributing buildings, alternative materials may be considered for non-visible elevations. For non-contributing buildings, alternative materials may be considered for all elevations. The concealment of original wood siding materials with vinyl, aluminum, or other synthetic sidings is not appropriate. These materials do not successfully imitate the appearance of historic original wood siding. Synthetic materials also are not "breathable" and may cause condensation and damage to the original siding beneath. Asbestos shingle siding is not hazardous as long as it is kept painted and encapsulated. If an owner is concerned about the potential hazard of the asbestos shingles they may be removed and replaced with appropriate alternative materials which match the original shingles as closely as possible.

GUIDELINES

4.1 Preserve and maintain original wood siding

The texture, scale, and shape of original wood siding helps define a dwelling's historic character and architectural style. Original wood siding is significant to the fabric of a structure, and alternative materials cannot adequately mimic its finish. Removal of original siding compromises a building's architectural integrity.

4.2 Repair original siding when necessary, and replace only if it is beyond repair.

Regular maintenance of siding will ensure its longevity. A finished surface can be achieved with the application of an opaque stain. If replacement of siding is necessary due to deterioration, match new siding to the original in size, placement, and design.

4.3 Synthetic or substitute materials such as vinyl and aluminum are discouraged.

Synthetic sidings do not adequately mimic the organic appearance of traditional materials and greatly diminish a building's historic character. Replacement or concealment of traditional wood materials with vinyl, aluminum or other synthetic materials is discouraged but may be allowed in the Historic District. The application of these materials must be reviewed by the Commission. Vinyl or aluminum siding must match the existing wood profile, be properly vented, not conceal window or door trim, or result in the removal or concealment of architectural details.

4.4 Clean siding with the gentlest means possible.

Do not attempt to clean original siding with potentially destructive, dangerous, and/or abrasive cleaning techniques, such as propane torching and sand- or water-blasting.

14.0 PORCHES

DESIGN OBJECTIVES

Porches and entrances are important features of historic dwellings. A porch may be the most prominent stylistic feature of the primary façade. Components of porches include columns, posts, piers, railing, brackets, vergeboard, spindles, steps, and balustrades. The many elements of porches—the posts, columns, railings, cornices, and ornamental woodwork—all reflect the tastes and styles that were popular at the time of their construction. Porch details often provide the major stylistic features or embellishments on otherwise simple and unpretentious houses. Because of their architectural significance, porches should be preserved in their original form and detail.

Front porches were frequently altered or “updated” over time to reflect current architectural tastes. Thus, a number of houses in Madison date from the early nineteenth-century but have late nineteenth or early twentieth-century porch detailing, providing excellent examples of the town’s architectural evolution and the continued importance of the porch.

Because of their importance to the historic character of the district, it is not appropriate to remove, enclose, or alter front porches. Side porches which can be seen from the public view should likewise be preserved and retained. Rear porches not readily visible from the street may be enclosed, altered, or remodeled for modern use.

Porches are subject to more weathering and water damage than most other elements of historic houses. For repairs and alterations, use only woods that are naturally rot-resistant for exposed surfaces—railings, posts, steps, etc.—and use galvanized or stainless steel fasteners. Pressure-treated tongue-and-groove wood is appropriate for flooring. Alternative materials for porch floors may also be considered.



Many dwellings retain late nineteenth-century milled porch columns and detailing (311 W. Second Street).



Some mid-nineteenth century dwellings were remodeled with added decorative wood porches at a later time as at 117 W. Third Street.

DESIGN STANDARDS FOR COMMERCIAL PROPERTIES - 1.0 AWNINGS



This awning is of appropriate size and materials on the building at 707 Front Street.

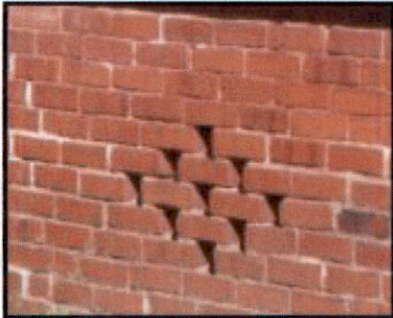


Upper floor windows are also appropriate locations for canvas, shed design awnings (707 Front Street).

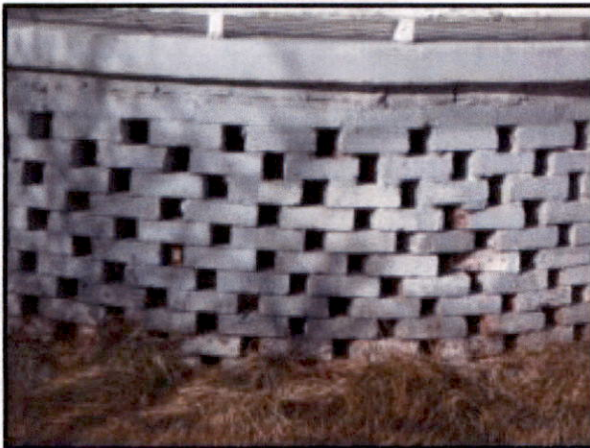
Georgetown, South Carolina Design Standards

8.0 FOUNDATIONS

Most foundations in Decatur are of brick, stone, rock-faced block, or poured concrete. Pier foundations are also common. Preserve and maintain historic foundation materials, and keep them in good repair.



Brick foundation at 440 Sherman Street, SE.



Pierced brick foundation at 806 Grant Street, SE.



Appropriately designed and placed lattice panels between the porch foundation piers at 650 Jackson Street, SE.

Design Guidelines for Foundations

- 8.1 **Preserve and maintain original foundations.** Maintain original foundation materials, design, and detailing. Do not cover original foundations with concrete block, plywood panels, or corrugated metal.
- 8.2 **Follow masonry guidelines for cleaning, care, and repair of masonry foundations.**
- 8.3 **If replacement materials are necessary, match the original foundation as closely as possible.**
- 8.4 **Divert water away from dwelling foundations.** Over time, exposure to water will cause foundation damage. Roof gutters and downspouts should spill onto splash blocks or connect to in-ground pipe to carry water into the yard. Site-grading also helps carry rainfall away from the house. Direct irrigation nozzles away from the foundation. Use drip irrigation instead of pop-up heads in foundation beds.
- 8.5 **Do not conceal historic pier foundation.** Do not in-fill spaces between foundation piers with solid brick or concrete block. Lattice panels may be fitted into these openings as not to cover the piers themselves.

16.5 Do not remove or alter original architectural details from the building.

16.6 Do not cover or conceal upper facades or cornices with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.

16.7 Do not add inauthentic details to the building. Added architectural details to a property must be accurately based on physical, pictorial, or historical evidence. Missing elements shall match the historic element in materials, scale, location, proportions, form, and detailing.

16.8 The replication of details with alternative materials may be considered if the material matches closely in texture, design, and overall appearance.

16.9 Balconies should not be added to historic commercial buildings unless there is photographic or physical evidence that a balcony was original to the building.

16.10 Repair cornices with in-kind materials, form, scale, and design that match the original.

16.11 Replace cornices that match the original as closely as possible in materials, form, scale, and design.

16.12 Do not remove or alter original cornices.

16.13 Do not add inauthentic cornices to the building. Added cornices to a property must be accurately based on physical, pictorial, or historical evidence. A reproduction cornice shall match the historic cornice in materials, scale, location, proportions, form, and detailing.

16.14 Painting of previously unpainted commercial buildings is not appropriate. This action may be considered for masonry and/or mortar that has become mismatched or discolored, only after all repair and cleaning options have been exhausted.



The remaining two-story brick commercial buildings on Front Street display corbelled brick cornices from the early twentieth century (above, 425 Front Street, below, 427 Front Street).

