

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

## **REGULAR MEETING MINUTES Wednesday, November 20, 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, Heather Wilson, Phil Clarke, Ron Coish and Sasha Rosen.

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

Staff Members present: Charles Drayton, Planning and Zoning Director, and Jessi Gress, Business Licensing and Building Permit Technician.

Media present: No members of the media were present.

Members of the public: No members of the public were present.

**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 October 16, 2024 Meeting Minutes:** Mr. Wichmann made a motion to approve the October 16, 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. HISTORIC DESIGN REVIEWS:

**2608 Myrtle Avenue:** Benton Grismer, architect for the owner, requested final approval of the RS-District historic dwelling unit special exception. The plans include renovating and removing non-historic additions from the existing Traditional Island Resource cottage in situ and constructing a new single-family home spaced away from the cottage, with requests for additional principal building coverage area and square footage (529-06-00-051).

Mr. Drayton stated that This is the DRB's third review of this project, and its first review of the plans for the proposed new house; the applicant is seeking final approval from the Board for renovations to the historic cottage to make it compliant with the requirements of the historic ADU special exception and for the construction plans for the new principal dwelling on the property. The applicant is also proposing a new garage, a new swimming pool, and a third accessory structure (proposed for storage and as a pool house). The existing cottage structure is 1952 square feet, and the ordinance requires historic cottages to have less than 1200 square feet to be eligible for the special exception; staff is concerned that the proposed square footage of the cottage exceeds the 1200 sf maximum. Based on an analysis of the dimensions shown on the first-floor plan, taking a couple of conservative estimates where dimensions were not available, staff feels the square footage of the cottage, as proposed, would be closer to 1320 sf (versus the 1194 sf shown on the plans), and this calculation does not include the enclosed mechanical room on the first floor nor the attic storage space. So the applicant will need to prove to the Board that the proposed cottage renovations are in fact at or below the 1200 sf maximum for the historic cottage, or they may be required to remove some of the addition work they had proposed to maintain.

Mr. Drayton stated that with regard to the site plan and lot coverages, staff has several questions that need to be addressed prior to the Board considering final approval of this project.

- 1) The applicant has shown the proposed garage, which would be exempt from the impervious coverage calculation, but the actual footprint and dimensions for the proposed garage remain unknown, and the total square footage of the accessory structures on the property (excluding the historic cottage) may not exceed 25% of the principal building square footage. The proposed principal building square footage is 4867 sf, and 25% of that is 1217 sf; the proposed pool house is shown to have 715 sf, leaving a potential for just over 500 sf for the garage, but that square footage is not known.
- 2) The 715-sf footprint of the pool house exceeds the 625-sf maximum allowed in the ordinance, so it must be reduced.
- 3) Staff needs to see the setback distances to each façade along the sides of the proposed new main house in order to determine if the plan complies with the setback average in the recently updated setback ordinance requirements.
- 4) The same effort needs to be shown for the second story facades to determine if they meet setback requirements.

There are a few other considerations that need to be made for the proposed plans to be ready for final approval:

- 1) All of the elevation drawings need to show existing/natural grade, proposed finished grade, base flood elevation, design flood elevation, first floor elevation, and building height. Building height is to be measured from natural grade, while all other dimensions should be based on finished grade;
- 2) All preserved historic materials need to be called out and consideration must be noted for how they will be maintained during the construction process;
- 3) All new materials must be called out on the elevations and a schedule for the fenestrations should be included for the Board to review for appropriateness;
- 4) The elevations that need to be dimensioned and materials noted include the historic ADU, the new principal building, the pool house, and the garage; and
- 5) Streetscapes are needed to consider the neighborhood compatibility of the proposed plan. The application indicates that the applicant is seeking relief from the Board on two of the design guidelines; they are seeking additional principal building coverage area (pbCA) and additional principal building square footage (pbSF). This is the first historic ADU special exception that the Board has reviewed under the updated ordinance; the ordinance had previously prohibited requests for pbSF and pbCA, so it will be important for the applicant to clearly explain the benefit and appropriateness of the requested additional coverage and square footage to the Board. The applicant is seeking large increases on both requests, but neither is a request for the maximum the Board can grant; the applicant is seeking an additional 572 sf of coverage, which represents a 17.3% increase, and the maximum would be 661 sf or 20%, and for square footage the applicant is seeking 765 sf or 18.6%, while the maximum would be 1026 sf or 25%. All other aspects of the proposed plan adhere to the design standards. The Board should also consider the Secretary of the Interior's Standards while reviewing this project.

Mr. Drayton stated that staff recommended that the Board provide guidance to the applicant to address the staff's concerns, consider if the proposed renovations will maintain the SIS Guidelines and the historic integrity of the home, and consider if the proposed plans will maintain the Standards for Neighborhood Compatibility.

Mr. Grismer presented his application to the Board.

**No public comment was made.**

The Board felt that the applicant's presentation is lacking several important items for the Board's review and suggested a deferral until the submittal can be complete.

**Mr. Wichmann made a motion to defer the application presented. Mr. Coish seconded this motion. All were in favor. None opposed. Motion passed unanimously.**

**2824 Brooks Street:** Carl McCants, of MC3 Designs, Inc., requested preliminary approval for renovation plans for the historic cottage ADU and the new main house on this Sullivan's Island Landmark property, with a request for additional principal building square footage (PIN# 527-07-00-044).

Mr. Drayton stated that this property, known as the Squeeze Inn, is a Sullivans Island Traditional Island Resource (Historic Survey Card #033); the historic cottage on the property was recently relocated on the property per DRB and BZA approvals providing for the historic accessory dwelling unit special exception that also allowed for the construction of a new main house on the property. The property went through the special exception approval process in 2021, and the DRB approved a garage on the property in April 2023. Since the property received approval for the special exception some of the regulations for the treatment of historic properties has been updated; when the special exception was approved, the rules for the historic ADU dictated that the DRB could not offer any additional principal building square footage or coverage area, but the amendments to the ordinance that went into effect early this year have relaxed those regulations, creating the opportunity for properties with the historic ADU special exception to request additional square footage and coverage area. This is the second property with a previous approval to come back requesting additional square footage as part of a proposed renovation project.

Mr. Drayton stated that the original plans provided a wide hall connecting the master suite to the rear of the main house, and the new plans propose adding a mudroom off of the hall on the courtyard side of the house and a laundry room/office on the outer side. The total area of the proposed additions is 184 sf, which would be a 4% increase, and the DRB is authorized to grant up to 25% or 1091 sf, so the request is relatively minor. From a design perspective the additions to the new main house are minor as well, however, the laundry room/office addition on the west elevation will create a nearly continuous façade length of roughly 70 feet, based on staff calculation, and the laundry room is bumped out slightly, possibly 16 inches, but dimensions on the plans are needed to determine if the façade is properly articulated or if the design requires the DRB to consider this. The scale noted on the site plan (1" = 10') is inaccurate and should state 1" = 20'.

Mr. Drayton stated that the other component of the request, and perhaps the more impactful request is to extend the rear porch on the historic Squeeze Inn cottage. The approved plans for the historic ADU special exception in 2021 allowed the cottage to be moved, the previously existing back porch be removed, and a small back stoop leading to a rear staircase put in place of the old, non-original porch. The current request is to remove the stoop and a large porch with an outdoor bar facing the pool onto the rear of the cottage. The plans note the porch addition is only 90 sf, but the plans from the DRB-approved construction project show the back stoop that was built is only 30 sf, and the new porch looks to be half the size of the 914-sf cottage. The proposed location of the porch addition is on an interior façade, so it will not have much of a visual impact on the historic cottage, and it could be removed to restore the historic context of the cottage, however, a goal of the historic ADU special exception that allowed a second home to be built on this lot is to return the historic cottage to its original form.

Mr. Drayton stated that the applicant should clarify all dimensions for all plan sheets need to be added for a better understanding of what is proposed. And it would be helpful to see

existing and proposed to compare the proposed plans with what is existing and more clearly understand what is proposed.

Mr. Drayton stated that staff recommended granting preliminary approval if the Board finds that the additions are appropriate in size and scale, do not negatively impact the historic cottage or conflict with the Town's regulations, and the Secretary of the Interior's Guidelines are being followed.

Mr. McCants presented his application to the Board.

**No public comment was made.**

Ms. Wilson expressed concern about making any modifications to the squeeze inn due the significant historical nature of the structure. Ms. Wilson suggested adding at least 24 inches on the bump out to include more articulation. The Board agreed with Ms. Wilson's comments.

**Ms. Wilson granted final approval for the addition to the main house provided that the bump out on the western elevation is at least 24 inches from the façade. Ms. Wilson included the denial of any modification to the "Squeeze Inn". Mr. Wichmann seconded this motion. All were in favor. None opposed. Motion passed unanimously.**

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

**3203 Marshall Boulevard:** Damien Busillo, of DLB Custom Home Design, requested preliminary approval to construct a new home on this lot (following demolition of the existing home), with a request for additional principal building square footage, as well as front setback relief (PIN# 529-12-00-106).

Mr. Drayton stated that this is a proposed tear down and rebuild project near the end of the Island by Breech Inlet; this is the Board's initial review of the project plans. Due to the location of the property in proximity to the wave action of the Atlantic Ocean, DHEC's OCRM, soon to be redesignated as the SCDES Bureau of Coastal Management, has determined that the seaward edge of the existing home will serve as the rear setback line; this places the building setback between 20 and 49 feet further from the rear of the property than the RC-1 30-ft setback would have. This determination greatly reduces the buildable area of the lot and is the driver for the front setback relief request. Other than the 1-ft 10-in request for front setback relief, the plans follow the design standards set forth in the ordinance, and the only other request is for a maximum increase in principal building square footage, 500 sf. The proposed design is well articulated on all facades and features porches on three of the four facades, and the second story is setback the additional 5 feet on average that is a new ordinance requirement. The proposed pool would be elevated, so the Board should make a determination of its integral nature with the principal building, and staff feels that it is clearly integrally designed with the building. The applicant has provided 3D renderings and streetscapes, as well as dimensional and material call outs on the floor plans and elevations.

Mr. Drayton stated that staff recommended granting preliminary approval for the new construction if the Board finds that the proposed front setback relief and additional principal building square footage are justified by the design and maintain the Standards for Neighborhood Compatibility.

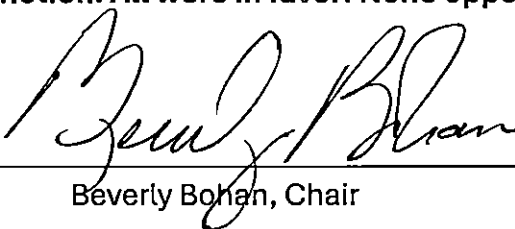
Mr. Busillo presented his application to the Board.

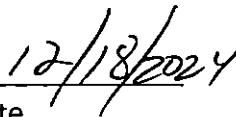
**No public comment was made.**

Ms. Wilson suggested that the applicant break up the side façade by adding a window or some sort of shutter detail. Ms. Wilson believed that the front façade doesn't meet neighborhood compatibility and asked that the applicant consider modifying it to soften the look and providing a streetscape of the block for comparison. The Board agreed with Ms. Wilson's comments.

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

**VI. ADJOURN: Mr. Wichmann made a motion to adjourn at 5:20 p.m. Mr. Coish seconded this motion. All were in favor. None opposed. Motion passed unanimously.**

  
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Beverly Bohan, Chair

  
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Date

**TOWN OF SULLIVAN'S ISLAND**  
**Design Review Board Meeting**  
**November 20, 2024, 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
CARL HCCANTS	2824 BIRDS