

TOWN OF SULLIVAN'S ISLAND DESIGN REVIEW BOARD

REGULAR MEETING MINUTES Wednesday, October 16, 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 Heather Wilson.

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 September 18, 2024 Meeting Minutes:** Mr. Wichmann made a motion to approve the September 18, 2024 Design Review Board Meeting Minutes. Mr. Askins seconded this motion. All were in favor. None opposed. Motion passed unanimously.
- II. **APPROVAL OF THE September 18, 2024 Special Meeting Minutes:** Mr. Wichmann made a motion to approve the September 18, 2024 Special Design Review Board Meeting Minutes. Mr. Askins seconded this motion. All were in favor. None opposed. Motion passed unanimously.
- III. **BOARD DISCUSSION AND APPROVAL OF THE CHAIR AND VICE-CHAIR:** Mr. Drayton read a letter submitted to the Board from Board member Ron Coish who was unable to attend this meeting which requested that the Board keep Ms. Bohan as Chair and Mr. Wichmann as Vice-Chair (**Exhibit 1**).

Ms. Wilson made a motion to keep Ms. Bohan as Chair and Mr. Wichmann as Vice-Chair. Mr. Clarke seconded this motion. All were in favor. None opposed. Motion passed unanimously.

IV. APPROVAL OF THE MEETING CALENDAR FOR 2025 (Exhibit 2): Mr. Wichmann made a motion to grant approval of the 2025 Meeting dates as presented. Mr. Clarke seconded this motion. All were in favor. None opposed. Motion passed unanimously.

V. PUBLIC COMMENT: No public comment was made.

VI. 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

VII. HISTORIC DESIGN REVIEWS:

1454 Middle Street: Kevan Hoertdoerfer, of Kevan Hoertdoerfer Architects, requested final approval to modify a previous DRB-approval for renovations to the former Fort Moultrie Post Theatre building, a Sullivan's Island Landmark property, into a single-family home, with a request for increased principal building square footage. (523-07-00-043).

Mr. Drayton stated that at the August 2024 DRB meeting the Board heard concerns from the neighboring resident and asked the applicant to study those concerns. They also seemed generally in favor of the modifications as proposed, asking the applicant to address the neighbor's concerns, providing greater details, including streetscapes and 3D renderings, including views of the proposed side elevations. The neighbor's concerns included flooding, privacy, landscaping, encroachments, and fences. The applicant has responded to the neighbor's concerns by studying the location of the neighbor's house in relation to the proposed openings on the western façade of the theater and has added some landscape features to enhance privacy along that façade; the tree that appeared to conflict with the neighbor's tree has been removed from the plans; the updated site plan shows the encroachment will be removed; but the concern about the neighbor's fence is not clearly addressed in the plans. Stormwater and flooding issues would be addressed by staff prior to permitting the proposed project. The applicant has provided additional 3D renderings and some streetscape but has not shown a rendering of the west façade and has not fully addressed the streetscapes along both frontages. Additionally, the applicant has provided material listings for the proposed finishes, and staff emphasizes the importance of the high-quality materials in the proposed new fenestrations.

Mr. Drayton stated that staff recommended final approval if the Board finds that the changes enumerated to the exterior facades maintain the Secretary of the Interior Standards and that the Board finds that all concerns have been adequately addressed.

Mr. Hoertdoerfer presented his application to the Board.

Ms. Melissa Kelly, property owner of 1456 Thompson, stated that she lives directly behind this structure and has concerns with light pollution due to very large windows and asked that there be some sort of buffer placed around the elevated pool.

Mr. Wichmann suggested that the applicant provide a 3D elevation of the western side of the lot with the neighboring property shown on the elevation for reference.

Ms. Wilson voiced her concern regarding the amount of light pollution due to the large windows to be installed. Mr. Hoertdoerfer responded by stating that things such as curtains and blinds will be installed around the windows to keep the light inside of the home as much as possible.

Ms. Wilson requested that the applicant provide the Board with the details on the window manufacturer to ensure that the large windows are going to be created and installed by a manufacturer who specialized in large steel windows to be in keeping with the plan set. Ms. Wilson believed that this was a very important part of the Boards review because if windows installed by a standard manufacturer, it could completely take away from the historical vernacular of this structure. Ms. Wilson also suggested that the applicant provide as many details as possible regarding the materials being used.

The Board believed that the applicant should come back with the requested 3D western elevation and a full detailed plan set describing all materials to be used for the renovation.

Mr. Wichmann made a motion to defer the application presented until the applicant can return with a completed application and plan set. Ms. Wilson seconded this motion. Motion failed 5 to 0.

Mr. Wichmann made a motion to grant preliminary approval for the application presented provided that the applicant return with a 3D elevation of the western side of the structure including the neighboring property for reference and provide a fully detailed cut sheets and all materials in the application packet. Mr. Askins seconded this motion. All were in favor. None opposed. Motion passed unanimously.

1702 I 'On Avenue: Melissa Vorhees, of Beau Clowney Architects, requested a conceptual review of the renovation plans for this Sullivan's Island Landmark property, with no requests for relief. (523-12-00-065)

Mr. Drayton stated that this is an initial review to consider proposed renovations to this Sullivan's Island Landmark (Historic Survey Card #285) home located at the corner of I 'On Avenue and Station 17. The home sits at the beginning of Officer's Row and was formerly the Fort Moultrie Base Commander's Quarters, making it one of the more historically significant properties on the Island. The applicant is requesting renovations to update the property and to move some of the conditioned square footage of the home by in filling and ex-filling porches in a couple of locations; however, none of the proposed changes will affect the square footage or coverage area of the principal building. In fact, there are no requests for relief of the Board for any of the zoning standards in the Ordinance, so the Board's task is to endure the proposed changes and renovations are historically appropriate per the SIS Guidelines and will not negatively impact the historic character of the building or its setting, through maintaining the neighborhood compatibility within the Sullivan's Island Local and National Register Historic Districts, where the property is located.

The plans propose to rebuild the stairs on all of the secondary facades; none of those sets of stairs are noted to be historic; the front stairs would remain unchanged. The in-fill on the first story porch would be renovated, maintaining the existing sunroom on the front right corner, but opening up the enclosed back right corner of the porch and maintaining screening around the porch on the right behind the sunroom. The small half bath located off the old studio in-fill would be retained as an infill feature and converted into a pantry. A new covered porch would replace the existing landing and stairs off of the rear, kitchen wing, creating a new flow leading to the pool in the back right corner of the property. On the second story porch the first 2 bays on the left side (adjacent to Station 17) would be opened back up to recreate the original porch design, with the remainder of the infill, wrapping around the rear of the building being modified but maintained as infill. The lattice covering the rear, second story porch would be removed to expose the historic building envelope to the second story of the rear wing. Lastly, the rear right corner of the second-floor porch would be enclosed to allow for a new master bathroom. The changes that are proposed would almost exclusively be to previously altered sections of the historic home; the only exception is the proposed in-fill for the master bathroom on the back right of the second floor porch; however this is the least visible portion of the home, and it could be considered a swap for the reestablishment of the far more visible, opening up of the left side, second floor porch along Station 17.

Mr. Drayton stated that staff recommended that the Board consider the proposed changes and make recommendations to the applicant that will enhance the project both in terms of adherence to the SIS Guidelines and compatibility per the Standards for Neighborhood Compatibility.

Ms. Vorhees presented her application to the Board.

No public comment was made.

The Board was in favor of the application presented however they wanted to ensure that they stayed within the historic standard guidelines and requested more documentation on the

application. The Board suggested providing a detail sheet on all materials being used especially for the window replacement and to mark each window as 1, 2, 3, etc. and list which ones are historic and which ones are not.

Mr. Drayton informed the Board that at the October 15, 2024, Council Meeting, Council elected Mr. Sasha Rosen as the new Design Review Board member.

VIII. ADJOURN: Mr. Wichmann made a motion to adjourn the meeting at 5:20 p.m. Mr. Askins seconded this motion. All were in favor. None opposed. Motion passed unanimously.

 11/20/2024
Beverly Bohan, Chair Date

Ron Coish, Contractor
PO Box 794
Sullivan's Island, SC 29482
843-860-3134
rgcoish@gmail.com

Date: October 15, 2024

Re: Design Review Board vote

Attn: Charles Drayton

Good morning, Charles

I am sorry but I am out of town and will not be attending the October 16, 2024 DRB meeting.

I would like to make a motion that we continue with Beverly Bohan as chairperson and Bunky Wichmann as vice chair.

I am very pleased with the direction and guidance of our board.

Thank you,

Ron Coish, absent board member...

**2025 DESIGN REVIEW BOARD MEETINGS
TOWN OF SULLIVAN'S ISLAND**

All meetings held in Council Chambers
Town Hall, 2056 Middle Street

**3rd Wednesday of every month at 4:00 p.m.
Unless otherwise stated**

Submittal Dates:

December 20, 2024
January 17, 2025
February 21
March 21
April 18
May 23
June 20
July 18
August 22
September 19
October 17
November 21

Meeting Dates:

January 15
February 19
March 19
April 16
May 21
June 18
July 16
August 20
September 17
October 15
November 19
December 17

Approved at the _____ 2024 Meeting.

**TOWN OF SULLIVAN'S ISLAND
 Design Review Board Meeting
 October 16, 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
Katie Campbell	1702 Middle
Melissa Voorhees	↓
KEVIN HARRISON	1459 Empress St.