

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

## **REGULAR MEETING MINUTES Wednesday, January 15, 2025**

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, and Sasha Rosen.

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: Ms. Linda Norton, property owner of 1608 Atlantic 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 THE December 18, 2024 Meeting Minutes:** Mr. Wichmann made a motion to approve the December 18, 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:**

**1702 I 'On Avenue:** Melissa Vorhees, of Beau Clowney Architects, requested final approval for 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 the third 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; Board members met in small groups at the property last week to review the historic fabric of the home and the proposed renovations. 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, noting that both the principal building square footage and coverage areas exceed the maximum allowed for the lot; these existing legal, nonconformities may be maintained but cannot be increased. 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 ensure 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.

Mr. Drayton stated that the revised plans include a relocation of the proposed new stairs coming off of the 4 proposed new rear porch; there were no other substantive changes to the plans, but the applicant has included a detailed study of each fenestration in the building, noting if opening is original and if the treatment is original. The Board has been generally supportive of the proposed plans; at the December meeting, they again requested more historical documentation and outside assurances to support the timing of additions and previous modifications to the property, consideration of opening more of the porch along Station 17, and distinct consideration of each window to understand their historical value. In discussion of those requests the Board felt it important to take a trip to the property to gain a clearer understanding of the historic fabric and the proposed modifications. The Board also requested that the porch modifications be aligned with the columns and bays so as to blend better into the existing architecture; the applicant has maintained the proposed porch modifications, per the client's preference. There was also a request for more information on the proposed porch in-fills that will prove to the Board that the proposed in-fill could be removed at a later date and the existing porch would be intact. The applicant has included details showing that the enclosure walls could be removed, but they still need to address the Board's concern regarding the porch floor systems.

Mr. Drayton stated that staff recommended final approval if the Board considers the proposed changes will retain the historic integrity of the house and 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.

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

**2608 Myrtle Avenue:** Adam Lloyd, homeowner representative, 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 fourth review of this project, and its second 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 has revised the site plan based on feedback at the last meeting and has removed the garage from the plans, electing to create parking under the new home, in an effort to "uncrowded" the historic cottage on the lot. The applicant has also revised the renovation plans for the cottage to clearly conform with the 1200 sf limit set by the ordinance for historic ADU special exceptions. He has also removed the stairs leading into the attic of the cottage to allay any concerns of the attic being used or converted to heated and cooled square footage. The setback distances for each façade have been shown to substantiate that the new setback requirements are being met with the proposed new home. Last, the proposed accessory structure has also been redesigned to meet the size requirements in the ordinance, taking care of all the staff concerns related to the design.

Mr. Drayton stated that there are a few other concerns remain that need to be considered and addressed for the proposed plans to be ready for final approval:

- 1) The elevation drawings have been updated with some of the elevation data, but indications of the lowest structural member, flood elevation, and design flood elevation need to be shown.
- 2) All preserved historic materials have been out, but the applicant will need to explain the preservation plan to the Board; and
- 3) Streetscapes are needed to consider the neighborhood compatibility of the proposed plan. The applicant is seeking Board-approval for 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 is important for the applicant to clearly

explain the benefit and appropriateness of the requested additional coverage and square footage to the Board. The request for pbSF increased slightly from the last iteration, up from a 765-sf-request to a 779-sf-request, but the pbCA request has been nearly cut in half, from a 572-sf request, to a 324-sf-request.

Mr. Drayton stated that staff recommended final approval if the Board finds that the proposed renovations to the historic cottage will maintain the SIS Guidelines and the historic integrity of the home and finds that the proposed plans will maintain the Standards for Neighborhood Compatibility.

Mr. Lloyd presented his application to the Board.

**No public comment was made.**

The Board made discussed the following concerns:

1. The Board was in favor of the historic renovation proposal.
2. Addressing the roof hangs and gables along the front façade. Ms. Wilson pointed out the possibility of future water issues with the current placements of the roof gables and overhangs.
3. Address the articulation on the Northeast elevation.
4. To either have a lowered home with a garage or an elevated home with garage space below flood.

**Ms. Wilson made a motion to deny the application presented. 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 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. A concern regarding the elevated pool in the V-Zone was raised last month, and staff can confirm that the plans indicate the pool will be located above the flood zone on an elevated slab, The Board also expressed an interest in seeing larger window openings on the 2nd level of the front façade, and the applicant has accommodated this request by expanding the visual effect of the windows with vertical slats below the actual window openings, which maintain

the privacy intended by the small windows but appear to have larger openings with a covering. The other Board concern regarding solid foundation enclosures has been addressed by removing the stucco from the ground level siding and proposing vertical slats with openings that meet the ordinance standards. All other aspects of the plans are in order, and all other requirements have been met.

Mr. Drayton stated that staff recommended granting final 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.**

The Board was in favor of the application presented.

**Mr. Clarke 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.**

**1717 Atlantic Avenue:** Pat Ilderton, homeowner representative, requested final approval of plans for a new home on this lot (following demolition of the existing home), with a request for side setback relief (PIN# 523-12-00-005).

**The application regarding 1717 Atlantic Avenue was deferred from this agenda.**

**1650 Poe Avenue:** Charlie Miraziz, of Drafted Architecture, requested preliminary approval of plans for a new home on this lot, with requests for second side setback relief, principal building side façade relief, and second story side façade relief, as well as increases in principal building square footage and coverage area, and relief for the accessory structure setbacks (PIN# 523-08-00-009).

Mr. Drayton stated that this is the initial review of a new build project on a vacant lot; the homeowners recently removed their old home to make way for the proposed plan. Prior to the decision to remove the old house, the applicant came to the DRB in December of 2023 and received approval for a renovation and addition plan but concluded that a new project would be a better solution. The home that is being replaced was a two-story brick ranch-style structure with an attached one-story garage, built in 1971. The applicant has proposed a design that includes six requests for relief from the Board: second story side setback relief, additional principal building coverage, additional principal building square footage, principal building side façade relief, second story side façade setback relief, and accessory structure setback relief. The requests for principal building side façade relief and accessory structure setback relief are both for the maximum amount the Board can grant, but most of the others are for relatively small modifications to the design standards. Staff recognizes that there may

be a concern regarding the orientation of the building; staff has discussed this with the applicant and feels that the dual frontages of this corner lot are both prominent frontages and that creating a side-loaded design without re-orienting the front of the lot is an appropriate measure to allow greater neighborhood compatibility because beautiful grand oaks hide the front door in shadows along the Poe Avenue frontage. Staff also has one concern regarding the solid wall foundation enclosure more than 3 feet; solid block wall enclosures cannot exceed 3 feet above grade, and if lowered to meet the standard the walls will need to feature flood vents for compliance. Prior to final approval staff also needs to have construction materials called out on the elevation plans, and the plans need to include a thorough streetscape study to confirm neighborhood compatibility.

Mr. Drayton stated that staff recommended granting preliminary approval for the new construction if the Board finds that the proposed points of relief are justified by the quality of the design and maintain the Standards for Neighborhood Compatibility.

Mr. Miraziz presented his application to the Board.

**Ms. Bohan stated that Town staff received 4 letters of support from the public regarding this application (Exhibits 1-4).**

**Ms. Linda Norton, property owner of 1608 Atlantic Avenue, voiced her support for the application presented.**

The Board voiced concerns regarding the relocation of the front façade along Station 16.5. The Board suggested incorporating more articulation on the structure and to soften the garage. The Board believed that the applicant asked for too many requests and suggested revising the plans to accommodate the lot more so than asking for relief from the Board.

**Ms. Wilson made a motion to defer the application presented, provide that the applicant study the front elevations and relief requests. Mr. Wichmann seconded this motion. All were in favor. None opposed. Motion passed unanimously.**

**1743 Atlantic Avenue:** Joel Adrian, of Studio 291, LLC, requested a conceptual review of plans for a new home on this lot (following the moving of the grand oak encumbering the lot), with a request for additional principal building square footage (PIN# 523-12-00-021).

Mr. Drayton stated that this is a proposed new construction on a lot that was formerly part of the Sand Dunes Club; it is the last undeveloped lot remaining on the former club campus and is the location of the grand live oak tree that is going to be moved to a new location on the former campus later this winter. The lot is small by Sullivan's Island standards, and with the 65-inch trees central location on the lot, it will be an essentially unbuildable lot until the tree is moved. This is the Board's initial review of the development plans for the lot; the applicant is proposing a design that largely conforms to the design standards and is only seeking relief for a nearly 15% increase in the principal building coverage area. The application also requested

second story side façade relief, but following a review of the plans under the new ordinance, this standard may not be met, but the request is not accurate pursuant to the updated ordinance; the applicant will need to provide additional measurements to ensure full compliance with the new setback ordinance language. It appears to staff that the second story side façade exceeds 32 feet in two locations because the knee walls are shown to be 6 feet high, which is the height that excludes the knee wall from breaking up the massing of the side walls. Either the knee walls could be lowered, the articulations increased, or the wall lengths shortened to comply under the new ordinance language. Currently, the second story wall lengths would be measured as 40 linear feet on the western façade and 38 linear feet on the eastern façade. Last, staff will need to know the distance from each side façade on both the first and second floor to the property lines to ensure that the average setbacks are being met. The applicant has only requested a conceptual review and will need to return to the Board with 3D renderings and a complete streetscape analysis (there is some streetscape information in the plans, and the applicant may be planning to expand on that imagery in his presentation); the material call outs are 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.

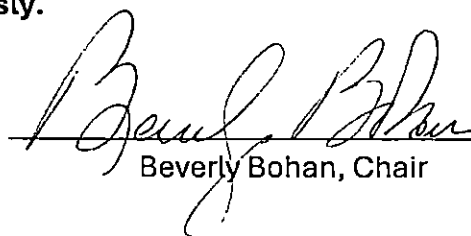
Mr. Adrian presented his application to the Board.

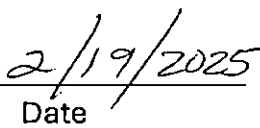
**No public comment was made.**

The Board made the following suggestions to the applicant:

1. Relocating the font stairs to the other side.
2. Reduce massing of the structure since its on a smaller lot.
3. Space windows correctly to align and in like with front columns.
4. Relocate 2<sup>nd</sup> story balcony to the rear or create a Juliet and/or lock in with the roofline.

**VI. ADJOURN: Mr. Wichmann made a motion to adjourn the meeting at 6:05 pm. Mr. Coish seconded this motion. All were in favor. None opposed. Motion passed unanimously.**

  
Beverly Bohan, Chair

  
Date

[drb@sullivanisland.sc.gov](mailto:drb@sullivanisland.sc.gov)

[jgress@sullivanisland.sc.gov](mailto:jgress@sullivanisland.sc.gov)

Dear Design Review Board:

I live at 1620 Poe Avenue, directly across 16 ½ Ave from 1650 Poe Ave. The Medichs reviewed their plans with me. They also went over their requests for relief from this Board.

The house is very thoughtfully planned and is extremely compatible with the neighborhood. It actually reminds me a lot of my house. I urge you to quickly grant their requests, which are collectively very small.

Thank you for all your service to our Island.

Regards,

Phillip Richard Ebel

1620 Poe Ave





---

**Medich Plans**

---

From dawn <dawnulmer55@gmail.com>  
Date Mon 1/13/2025 7:00 PM  
To Jessi Gress <jgress@sullivansisland.sc.gov>

**CAUTION:** > This email originated from outside the Town of Sullivans Island. Do not click links or open attachments unless you have verified the sender and know the content is safe.

Dear Design Review Board:

We live at 1656 Poe Avenue, next door to 1650 Poe Ave. The Medichs have gone over their plans and requests for relief to you with us. We think the house plans look terrific. We urge you to grant their requests which seem minimal. Their requests to you for setbacks are especially important to us as this will give more room between their house and our house since our house sits very close to the property line.

Thank you for all your time in service to Sullivans Island.

Regards,

Dawn and Laurie

1656 Poe Ave



---

**DRB Review, 1650 Poe Ave—public input for 1/15/25**

---

From Jane E. Smith <jsmith6393@aol.com>

Date Thu 1/9/2025 2:49 PM

To DRB <DRB@sullivansisland.sc.gov>; Jessi Gress <jgress@sullivansisland.sc.gov>

**CAUTION:** > This email originated from outside the Town of Sullivan's Island. Do not click links or open attachments unless you have verified the sender and know the content is safe.

Members of the DRB,

We live directly across the street from 1650 Poe and have a direct view of the proposed construction project at 1650 Poe Ave.

The Medich's have graciously taken the time to share the plans with us. Thoughtfully conceived, the plans look like an improvement on the original house and are certainly an improvement on an empty lot! The minor requests for setback relief do not concern us at all. We urge you to approve this application.

Thank you for your service to our community.

Regards,

Jane and Jeff Smith  
1651 Poe Ave.  
SI, SC

Charles,

My name is Scott Greene, and my wife, Christy, and I live at 1651 Middle Street, adjacent to Bill and Julie Medich's property at 1650 Poe Ave.

We recently met with Bill and Julie to review the plans for their new home and understand they are requesting setback relief along Station 16.5, as well as the property line between our two properties.

Christy and I are pleased with the Medich's plans and believe their new home will only enhance the quality of our neighborhood. They have our full support, and we hope the DRB will approve their proposal.

Sincerely,  
Scott & Christ Greene  
1651 Middle Street  
270-991-6036

---

**FW: Review of Medich's plan for their home on 1650 Poe Ave**

---

**From** Joe Henderson <jhenderson@sullivansisland.sc.gov>

**Date** Tue 1/14/2025 4:51 PM

**To** Jessi Gress <jgress@sullivansisland.sc.gov>

---

Joe Henderson, AICP  
Town Administrator  
TOWN OF SULLIVAN'S ISLAND

2056 Middle Street | SC 29482  
Tel 843.883.5731 | Fax 843.883.3009  
[www.sullivansisland.sc.gov](http://www.sullivansisland.sc.gov)

---

**From:** HOWARD F JR RUDD <ruddhowardf@bellsouth.net>

**Sent:** Tuesday, January 14, 2025 4:48 PM

**To:** DRB <DRB@sullivansisland.sc.gov>

**Cc:** Joe Henderson <jhenderson@sullivansisland.sc.gov>

**Subject:** Review of Medich's plan for their home on 1650 Poe Ave

**CAUTION:** > This email originated from outside the Town of Sullivans Island. Do not click links or open attachments unless you have verified the sender and know the content is safe.

We look forward to having this approved with their request with their variance. It will be great to have them back considering how unexpected the demolition had to be done and with the tight supply chains that will adversely affect their construction time table. Thanks for listening as usual and helping them move forward. Howard & Vicki Rudd on 1617 Middle Street