

**TOWN OF SULLIVAN'S ISLAND
DESIGN REVIEW BOARD
REGULAR MEETING MINUTES
Wednesday, October 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 Beverly Bohan, Bunky Wichmann, Phil Clarke, Heather Wilson, Sacha Rosen, Tal Askins 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 Christina Oxford, Building and Planning Department Assistant

Media present: No members of the media were present.

Members of the public: Reverend Lawrence McNerny

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 17, 2025 MEETING MINUTES:** Mr. Wichmann made a motion to approve the September 17, 2025 Design Review Board Meeting Minutes. Mr. Coish seconded this motion. All were in favor. None opposed. Motion passed unanimously.

II. BOARD DISCUSSION AND APPROVAL OF CHAIR AND VICE-CHAIR

Mr. Coish made a motion to continue with the leadership of Beverly Bohan as Madam Chair and Bunky Wichmann as Vice-Chair. Mr. Askins seconded the motion. All were in favor. None opposed. Motion passed unanimously.

III. APPROVAL OF MEETING CALENDAR FOR 2026

Mr. Wichmann moved to approve the meeting calendar as it has been submitted pending no other questions. Mr. Coish seconded the motion. All were in favor. None opposed. Motion passed unanimously.

- IV. PUBLIC COMMENT:** No public comment was made.

- V. 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

VI. HISTORIC DESIGN REVIEWS:

1204 Middle Street: ee fava architects, etc, requests preliminary approval of plans for the removal of the non-historic parish hall at Stella Maris Church and the construction of a new parish hall on this Sullivan's Island Landmark property, with BZA-approved relief for additional principal building square footage, principal building coverage area, and impervious coverage area, along with relief for reduced side setbacks, second story side setbacks, front façade, side façade, and second story side façade (523-07-00-058).

Mr. Drayton stated This is a request to replace the existing non-historic parish hall on the Stella Maris Church campus; the Church has been on the Island in its current building and location for over 150 years, and the parish hall sits on an historic property of the church where the Sullivan's Island Landmark resource, the Stella Maris Parish Offices building (ca. 1930), is located. The existing parish hall (built in the 1980s) is set behind the parish offices and is in the location of the proposed new parish hall replacement building.

Mr. Drayton stated earlier this month the BZA approved variances from RS, Residential, Zoning District standards to pave the way for the construction of the new parish hall, adjusting the single-family house regulations to suite a building designed for congregating. Coverage variances were granted for principal building square footage, principal building coverage area, and impervious surface area; setback variances were granted to the side setback, the side façade articulations, second story side façade articulations, the amount of side façade allowed within 15 feet of the property line, and the additional second story setback requirements. It should be noted to the Board that many of these variances established nonconformities of the existing parish hall, making the new parish hall possible and ultimately conforming.

Mr. Drayton stated since variances were granted for many of the guidelines that would have been ultimately beyond the Board's purview to grant, there are no relief requests for this application.

Mr. Drayton continued, this is the Board's second review of the new parish hall design; there was a conceptual review by the Board in June of this year. The Board also recently approved (in August) the plans for the renovations to the historic church offices that are located in front of the parish hall on the same subject parcel; in that approval, the Board directed that the new ADA access ramp into the parish offices be further considered during the reviews for the new

parish hall to ensure that the terrace proposed to link the historic building and the new building with the ADA ramp included will be appropriate. At the meeting in June, the Board raised concerns about the design of the building, feeling it looked more like a "Downtown" building than something that fits into a Sullivan's Island neighborhood; they wanted proportions to match the rhythm of the streetscape with articulations and window spacing to compliment the Island vernacular and have a softer appearance. In response to those suggestions and concerns expressed by the Board, the applicant has gone back to the drawing board and come back to the DRB with a simpler design that visually breaks the building into 2 masses: the front half taking cues from historic 2-story, wood-clad homes with 6-over-6 windows with shutters providing pattern to the facades, and a long porch buffering the façade of the congregation hall portion of the building to the rear. The clerestory windows above the congregation hall have been removed and the second floor along the rear is now hardly visible above the roofline of the hall area. The height of the rear portion of the building was originally proposed to be 38 feet tall, in line with the ridge of the neighboring residence to the rear, has now been reduced to 31 feet, and the front portion of the building has also been reduced in height from 36.5 feet to 35 feet. The terrace proposed to connect the historic parish offices with the new parish hall would be set at 2 feet below the office's finished floor elevation with a short ramp to get into that building, helping to keep the new parish hall lower to the ground with its finished floor at DFE or 11 ft, keeping the massing of the large building down. The plans include all of the documents required by staff for approval.

Mr. Drayton stated staff recommends preliminary approval of the new parish hall plans if the Board review finds that the design and massing will now work in the context of neighborhood compatibility and adheres to the SIS Guidelines for new construction within a historic district.

Mr. Eddie Fava and Mr. Joel Tratham presented the application to the Board.

No public comment was made.

The Board liked the new design and appreciated that it addresses many of the Board's concerns from the previous meeting. They did express that the scale of the historic structure's porch feels inappropriate due to the story and half height and that it should be lower. They also thought the cornice feels heavy and out of place. There was concern that the porch stairs on the north end face a residential structure and it was suggested that the stairs could be turned towards the street or screening could be used. On the west side, the north bay of the long arcade, the last bay is out of proportion and needs to be addressed. There was also concern about the spacing of the columns on the front porch because the porch is a primary feature of the parish center building. The Board had differing views of the front porch. One member felt the porch was inviting and a nice place for the congregation to gather while another member felt the way the porch touches the front building was odd. There was also concern with the details of the building; one member thought the railings felt over simplified and commercial, the columns feel skinny, and the arrangement of ramps, buffers and knee walls need more detailing. The Board also felt that where the columns connect to the support building on the front is awkward and suggested the buildings could be pulled apart or have a lighter hyphen like with landscaping or hardscaping. The Board appreciated the scale of the

space in the rear and the use of classic pieces and scale to accommodate the height like the double columns and shutters.

Mr. Clarke made a motion for preliminary approval with study of the porch column spacing, and the connection detail of the classical new building and the assembly new building as well as a study of the final proportions and size of column heights and entablature dimensions. Mr Wichmann seconded the motion. All were in favor. None opposed. Motion passed unanimously.

1702 l'On Avenue: Jon Morris, of Beau Clowney Architects, requests a final approval to remove the non-historic accessory structure on this Sullivan's Island Landmark property and replace it with a new accessory structure, with a request for accessory structure setback relief (523-12-00-065).

Mr. Drayton stated this is an initial review to consider a proposed shed replacement at the rear of this Sullivan's Island Landmark (Historic Survey Card #285) home located at the corner of l'On Avenue and Station 17. The existing shed is located near the rear of the property, along Poe Avenue, and the new shed would be sited in its location. While the existing shed encroaches into the 30-ft accessory structure setback from the edge of pavement on Poe Avenue, the new shed would increase that encroachment by a foot and a half, thus the applicant is seeking relief from the Board to allow the shed to be 21 feet, 9 inches from the edge of pavement, a 27% reduction in the 30-ft requirement. The Board has previously granted a reduction for this setback in 2017 for the garage/carport to encroach by over 12 feet into the 30-foot setback; additionally, there have been several other approved requests for this accessory structure setback reduction along the entirety of Officer's Row, seemingly due to the unusual circumstance of having nearly no right of way shoulder between the edge of pavement and the private property lines along Poe Avenue. The proposal includes several other changes to the hardscape on the lot with a net result of maintaining the same existing impervious and slightly reducing the principal building coverage. Staff will need to see calculations of the proposed engineered-pervious coverages to ensure the lot maintains 50% greenspace, but that can be reviewed and confirmed at permitting. Staff is, however, unclear on if the increased accessory structure square footage would exceed the maximum allowance for accessory structures on this lot; the ordinance allows accessory structure square footage to equal 25% of the principal building square footage. The home has a total of 7344 sf allowing up to 1836 sf of accessory structure; it should be noted that the home's square footage would be non-conforming were it not historic, and the allowable accessory structure conforming square footage would be capped at 1400 sf. The Board should seek clarity on the amount of accessory structure square footage that is existing and proposed on the lot and confirm that the shed's design and placement adheres to the SIS and TOSI guidelines.

Mr. Drayton stated the staff recommends final approval if the Board considers the proposed shed design will retain the historic integrity of the house on the lot and enhance the project both in terms of adherence to the SIS Guidelines and SIDRG, also finding the relief sought for the design will maintain the Standards for Neighborhood Compatibility.

Mr. Morris presented the application to the Board.

No public comment was made.

The Board had questions about the material being used for the project but thought that the plans are consistent with what currently exists in that unique area of the island.

Mr. Clarke made a motion for final approval as submitted. Mr Askins seconded the motion. All were in favor. None opposed. Motion passed unanimously.

VI. NON-HISTORIC DESIGN REVIEWS

3109 P'On Avenue: Sabrina Vogel, of SLC Architect, on behalf of Dan Messina, requests a conceptual review of plans for a new home on this lot with a request for additional principal building square footage and side setback relief (PIN# 529-12-00-094).

Mr Drayton stated this is a proposed new construction on a lot that has been cleared for redevelopment; the applicant is seeking a conceptual review at this first trip to the DRB for the design and relief considerations. The applicant has requested relief from two of the design standards:

- 1) There is a request for 498 sf of additional principal building square footage (pbSF), which is 2 sf less than the maximum request and represents an 11.3% increase in pbSF, and
- 2) The other request is for side setback relief, which has been applied for a 25% reduction (maximum reduction) in the 25-foot side setback along the right elevation, which would reduce the required average setback along that side to 18.75 ft; however the applicant is seeking a 4-foot reduction, so the request is really for a 16% reduction in the average side setback. With that said, the applicant is actually seeking a 26-ft 2-in long encroachment into the required 25-ft side setback. Even with the encroachment, the average setback along the left side is 32.94 ft; however, since the length of the proposed encroachment is 26 ft-2 in which exceeds the 16-lf limit for encroachments into the setback, the applicant will need to reduce that length to 20 ft in order to request a 25% increase in the length of setback encroachments, which the Board could approve. In working out this issue the applicant will need to also work out the average setback on the second floor, which must be 5 feet greater than the average setback on the first floor, and the current average second floor setback is 35 ft, not meeting the requirement

There are a couple of other issues and questions that the staff needs the applicant to address in future submissions:

- 1) The ground level foyer plus the elevator may only equal 200 sf, and currently ground floor foyer is shown at 200 sf with the elevator at 33 sf.
- 2) The driveway is shown on the site plan going through a couple of trees located in the

right of way; these trees are owned by the SCDOT and may not be permitted by the Town for removal, so the driveway should be shifted away from the trees in the right of way.

3) At permitting all Category 1 & 2 trees will require the applicant to establish a tree protection zone around them.

4) The Board will notice there are 3 attached additions to the house, and the applicant must show the Board that they are meeting the conditions of the attached addition use found in Section 21-20 B. (6).

5) The height of the proposed accessory structure (carport) needs to be shown.

Mr. Drayton stated staff recommends the Board review and provide feedback to move the design toward approval and maintaining the Standards for Neighborhood Compatibility.

Ms. Vogel presented the application to the Board.

Ms. Bohan stated that Town Staff received one letter of opposition from the public regarding this application (Exhibit 1).

No public comment was made.

The Board expressed that there is still a good amount of work that needs to be done to calm down the design in terms of different features like the window sizes, roof forms and shapes. There was agreement that it is a large lot with plenty of setbacks and an attempt should be made to stick closer to the design parameters. The Board thought the massing is too wide and so it looks even taller because the dormer hip piece is taller and breaks the eaves in the wrong direction. The two hip forms are neither symmetrical nor markedly different, so they don't make a lot of sense. The carport eaves are overhanging and almost touching which needs study. Also, the vehicular approach is so spread apart that there is a massive driveway which needs a lot of hardscape and there are trees in the path of the driveway which is a cause for concern. The design is too wide and overwhelming and that makes it difficult to support more square footage. It was suggested that more study be given to the design to minimize the height, mass and scale to follow the guidelines and bring everything down. There were several drafting and rendering errors in the plans that need to be cleaned up.

3019 Brownell Avenue: Babak Bryan, owner-applicant, requests a conceptual review of plans for renovations to this existing home, with a request for additional principal building square footage and a request for additional foundation height to authorize the existing non-conforming condition (PIN# 529-12-00-087).

Mr Drayton stated This is an initial review with the applicant requesting a conceptual review to get Board feedback on the proposed project. The existing home on the property is proposed for renovation with a request to increase the principal building square footage (pbSF) beyond the standard. The structure is currently non-conforming because it was built before the current zoning regulations: it has a non-conforming foundation height at 9 ft, 11 in (the standard is 9 ft, 4 in), and the principal building square footage is 3,595 sf (the standard for this lot is 3,392). Both of these dimensional variations are within the Board's purview to grant as relief, so the applicant is seeking to make these conforming conditions while increasing the pbSF by another 56 sf to meet his renovation goals. The pbSF request for increase is 56 sf or a 1.6% increase to allow a 3,651-sf home; the existing home is 203 sf over the standard, so the overall request is for 259 sf of pbSF relief or 7.6%. There are no other requests for this project, and the applicant has provided all of the required documents for final approval.

Mr Drayton stated staff recommends final approval if the Board finds the relief request for additional principal building square footage and the renovation designs will maintain the Standards for Neighborhood Compatibility.

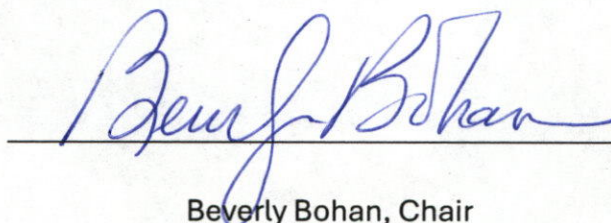
Mr. Babak presented the application to the Board.

No public comment was made.

The Board liked the design with the wrap around the house and the addition of the porches and bathroom tower. The Board felt it would fit nicely into the neighborhood.

Ms. Wilson made a motion for final approval as submitted. Mr. Clarke seconded the motion. All were in favor. None opposed. The motion passed unanimously.

VII. ADJOURN: Mr. Wichmann made a motion to adjourn the meeting at 5:52 p.m. Mr. Coish seconded the motion. All were in favor. None opposed. Motion passed unanimously.

 11/19/2025

Beverly Bohan, Chair

Date