

**TOWN OF SULLIVAN'S ISLAND
DESIGN REVIEW BOARD
REGULAR MEETING MINUTES
Wednesday, July 15, 2026**

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 Ron Coish, Phil Clarke, Heather Wilson, Tal Askins and Sacha 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 Christina Oxford, Building and Planning Department Assistant

Media present: No members of the media were present.

Members of the public:

CALL TO ORDER: Mr. Coish 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 June 17, 2026 MEETING MINUTES:** Ms. Wilson made a motion to approve the June 17, 2026 Design Review Board Meeting Minutes. Mr. Askins seconded this motion. All were in favor. None opposed. Motion passed unanimously.
- II. **PUBLIC COMMENT:** Ms. Wilson read a letter that is being forwarded to the other members of the Board to send to Town Council. The letter states the Board is asking for an amendment to the ordinance that would require any demolition request for a structure within the historic district be brought to the DRB for review.
- III. **PROCESS FOR DESIGN REVIEW:** Mr. Coish 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

the motion. All were in favor. None apposed. Motion passed unanimously.

IV. CONSENT AGENDA

1204 Middle Street : ee fava architects, etc, requests final approval of plans to replace the vinyl siding and the porch roof with historically appropriate materials and to remove the non-historic second floor balcony from this Sullivan’s Island Landmark property, with no relief requests (523-07-00-058).

Ms. Wilson made a motion to approve by consent the application as presented. Mr. Clarke seconded the motion. All were in favor. None apposed. Motion passed unanimously.

V. HISTORIC DESIGN REVIEWS:

2250 Myrtle Avenue: Carl McCants, of Mc3 Designs, Inc., requests preliminary approval of the renovations of this Traditional Island Resource cottage. The plans include removing non-historic additions from the rear of the structure and reopening the front porch, which has been converted into conditioned living space. There are no relief requests associated with this application (529-06-00-112).

Mr. Drayton stated this historic home is designated as a Traditional Island Resource on the Island; the cottage is known as the Bolick House and was constructed around 1920 according to the Charleston County records, but the 2024 historic survey card (#0810), and the 1987 historic survey card (#064) date the cottage to around 1912.

Mr. Drayton continued according to the 1987 historic survey card, the original cottage underwent a major addition renovation around 1955 creating the enclosure of the original front porch, and the expansion of the rear of the house; there is also evidence in that survey card stating a second addition was added to the rear following Hurricane Hugo. The County records state the current square footage of the cottage is 1861 sf, but the applicant’s plans state the footprint of the one-story house is 2363 sf. The applicant’s plans suggest restoring the historic cottage to 1139 sf, which would not recreate the original cottage but would return it to historic form that it held prior to the conclusion of WWII.

Mr. Drayton stated the applicant has engaged, historic preservationist, Christina Butler, to provide details on the history of the cottage and the iterations of expansion it has undergone over the years; her report supports the proposed restoration plan.

Mr Drayton stated the applicant also proposes moving the cottage forward of its current location up to the front setback line in order to create space on the lot for a potential new main

dwelling unit and a pool in the future. This move is also supported by the evidence in the historic report which states the cottage is not in its original location and was moved to be further from Station 22.5; thus moving the cottage closer to that street and forward on the lot seems reasonable. It should be noted that the newly proposed location would help to improve the visual perspective one gets of the cottage as they enter Town from the causeway onto Station 22.5.

Mr. Drayton stated this is the DRB's second review of this project; the applicant is seeking preliminary approval of renovations to the historic cottage; there may be a future request to the BZA for consideration of the Historic ADU special exception. In evaluating the applicant's request, the Board should consider the applicant's assessment of the original cottage and its evolution to confirm it is an appropriate treatment of the historic resource and that the materials that would be removed are not representative of the original cottage's form. As the Board considers the request, be reminded that additions under 50 years old are typically non-historic, and additions that have been associated with the property for more than 50 years need to be considered for their historic integrity to the period of significance to the cottage, which in this case the Atlanticville Historic District dates significance through the WWII period.

The applicant needs to provide 3D renderings, a streetscape analysis and material call-outs on the elevations prior to final approval. There are no requests for relief associated with this application.

Mr. Drayton stated staff recommends preliminary approval should the Board concur with the applicant's presentation regarding the historic and nonhistoric elements of the cottage and that the proposed plans follow both the SIS and SIDRG guidance.

Mr. McCants and Christina Butler presented the application to the Board.

No public comment was made.

The Board asked for clarification on where the cottage would be moved. The cistern was originally not under the house and the house would move 2 feet over and 2 ½ feet forward which will make the cottage more visible. The Board recommended moving it completely over towards the street more in keeping with its historical location which would expose the cistern. It was also noted that a bathroom in the cottage is shown to be removed on the plans but is historic and needs to be put back into the floorplan for final approval.

Ms. Wilson moved to approve to move forward with the condition that the bathroom space and the original gable is put back and a study of exposing the cistern is a part of the next submittal. Mr. Askins seconded the motion. All were in favor. None opposed. Motion passed unanimously.

1856 I'On Avenue: Carl McCants, of Mc3 Designs, requests final approval for a new home construction following the demolition of the existing non-historic buildings on this property

located within the Sullivan's Island Local Historic District, with requests for additional principal building square footage and additional principal building coverage area for the new home (PIN# 529-09-00-006).

Mr. Drayton stated this is the second review of a request to build a new home on this lot following the demolition of the existing, nonconforming homes there. The existing homes are not historic, but the lot where they are located is within the Sullivan's Island Local Historic District, and therefore, the plans are subject to the DRB's review to confirm that the new construction will not harm the historic character of the district. The applicant's modest relief requests to the Board have not changed from the review in May 2026, when the Board granted preliminary approval: increases in principal building square footage (249 sf, 5.2%) and principal building coverage area (150 sf, 3.6%); this is a large lot, so it will accommodate a large new home. The applicant has addressed the staff concern with the 40-foot long unarticulated first floor wall; it is now proposed at 34 ft, 6 in and does not require any relief. The Bar Barrel room and the guest suite are proposed as attached additions meeting the dimensional conditions, so the Board will need to consider the integration of those attached additions to the main dwelling space and confirm they are aesthetically and architecturally integrated.

Mr. Drayton stated staff notes the building height has been corrected; the material call-outs are on the elevations; the applicant has provided a streetscape analysis and only needs to provide 3D renderings to support final approval.

Mr. Drayton stated staff recommends final approval should the Board find the proposed design upholds the Secretary of the Interior's Standards, the Town of Sullivan's Island Design Review Guidelines, and the Standards for Neighborhood Compatibility.

Mr. McCants presented the application to the Board.

There was no public comment.

The Board had concerns about the roof hip and pitches. There was also a question about the gables in the front and there was concern that the overall ridge is too massive. The Board asked why there is a 15 foot setback on the street as opposed to the interior. They recommended moving the structure to the 25 foot setback on the street side.

Ms. Wilson made a motion to approve as submitted with the following exceptions that the flanking ridges are a minimum of 3 feet below the primary ridge and that the side setback are reversed so that it is 25 feet off of the station street. Mr. Clarke seconded the motion. All were in favor. None opposed. Motion passed unanimously.

3 Florence Street: Kenny Craft, of Craft Design Studios, requests final approval for a new

home construction following the demolition of the existing non-historic building on this property located within the Sullivan's Island Local Historic District, with a request for additional principal building square footage and principal building coverage area (PIN# 523-08-00-004).

Mr. Drayton stated this is the second review of a request to build a new home on this lot following the demolition of the existing home there. The existing home is not historic, but the lot is within the Sullivan's Island Local Historic District, and therefore, the plans are subject to the DRB's review to confirm that the new construction will not harm the historic character of the district. As part of this request, the applicant has revised the relief sought for the design to reduce the mass of the house and follow the Board's guidance to reduce the relief sought. As a result, the increase in principal building square footage (498 sf, 14.2%) has been reduced from 14.2% (498sf) to 12.8% (442 sf), while the principal building coverage area (460 sf, 19.3%) has remained the same. The lot is not as large as it seems because the Poe Avenue Right of Way along the southern boundary of the lot extends about 35 feet from the edge of pavement, creating a "side yard" off of this lot that is approximately 4628 sf. The plans show an "L"-shaped, two-story house with an elevated pool positioned in a deck area that encompasses the interior of the "L".

Mr. Drayton stated the dimensions have been adjusted and the plate heights on the 2nd-story rear portion of the façade along Poe Avenue have been lowered to be compliant with the secondary setback requirements; however the front portion of that faced lacks enough dimensional details to confirm if it meets the secondary setback requirements; the depths and widths of the articulations along that section of the second story are needed to ensure it is an average of 5 feet further set back than the first story in the area below it. The average setback along that portion of the first story side façade is 25.5 ft. Also, the side yard setback has been flipped so that the 25-foot setback is along Poe Avenue; this addresses the Board's concern about the streetscape along Poe Avenue and fixes the driveway issue that staff identified. The side elevation still needs to show the Additional Front Yard Setback" (Section 21-22 B. (4)) is being adhered to. Also, the height of the cabana, appears to be lower than 15 feet from the deck height to its ridge, but these details are not clearly dimensioned.

The applicant has provided some streetscape analysis for the Board, but the analysis is not complete and the 3D renderings are still needed.

Mr. Craft presented the application to the Board.

There was no public comment.

The Board appreciated the increase in the setback to 25 feet off of Poe Avenue. They commented that the second floor setback needs to be 5 feet less in the front portion of the side. There was concern that they recommended a single story element on Poe to address the nature of Poe and to address the average setback condition. The elevation on Poe is too flat and too tall. It was recommended that the house be mirrored left to right and request side setback relief to allow the south setback to go from 25 foot to a 10 foot setback which would

give more space for the driveway and take the driveway off of Poe. It would also put the one story piece on the corner of Poe and Florence. The Board commented the house design is too simple and cubic. The front porch with the stairs pulled into the porch is not fitting with the character of entrances on the Island which is a character defining feature of contemporary and traditional designs. It makes the overall massing inconsistent out of character for the traditional and contemporary designs. It was requested that the roof pitches, and materials be called out, also needed is a diagram of the setback equation and a streetscape.

Ms. Wilson made a motion to defer for further study on the street facing elevations and massing with a note that most people like the design a lot and the detail of the courtyard is really excellent. Mr. Coish seconded the motion. All were in favor. None opposed. Motion deferred.

2262 Atlantic Avenue: Daniel Moss, of Moss Construction, requests final approval to replace several windows on this Sullivan's Island Landmark property (529-10-00-051).

Representatives were not present to present the application to the Board.

There was no public comment.

Ms. Wilson made a motion to defer the application. Mr. Coish seconded the motion. All were in favor. The motion is deferred.

2256 l'On Avenue: Claire Mishoe, of Beau Clowney Architects, requests final approval for a proposed addition to this historic Traditional Island Resource property, with a relief request for additional principal building square footage (PIN# 529-10-00-002).

Mr. Drayton stated this is an initial review of a request to build a new one-story rear addition onto this Traditional Island Resource property (2024 Historic Survey) that has been extensively modified over the years. The historic cottage was constructed around 1895 and was moved to this property in 1978; after which there was a massive renovation and addition project that appears to have married another cottage onto the house and added a second floor in the roof system with dormers added to the roof.

Mr. Drayton stated the applicant is proposing a new rear addition to come off of the rear, western corner of the existing structure, avoiding impacts to the core historic structure, and to add a pool to the east, adjacent to the new addition. As part of this review, the Board is being asked to grant relief for additional principal building square footage (pbSF) for 3% more pbSF than is the standard for this lot (an additional 120 sf). Additionally, this home has a 800-sf legal, nonconforming ground floor unit; the applicant is proposing to remove a 184-sf portion

of the ground floor unit to enable the construction of a 166-sf enclosed entry space, thus making a 18-sf reduction to the non-conforming condition on the property and converting 166 sf of that nonconforming space from use as living quarters to use for entry to the building, a conforming use for space below flood elevation.

Mr. Drayton added the proposed addition request includes all of the material call-outs, and other exhibits that are required for final approval.

Mr. Drayton stated staff recommends final approval if the Board finds that the proposed addition and pool follow the SIS and SIDRG Guidelines and that the proposed increase in square footage, due to the addition, will maintain the Standards for Neighborhood Compatibility.

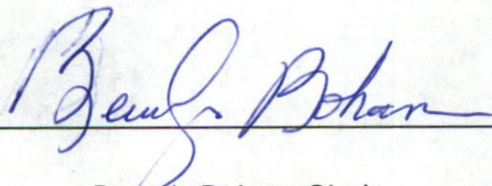
Mr. Justin Ferrick presented the application to the Board.

There was no public comment.

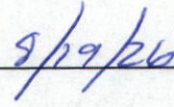
The Board commented that the addition box feels larger in scale and mass than the existing house. It could have been broken up to be skinnier and simpler but it sits so far back that it might not be seen. The Board commented that the way the roof of the knuckle and addition come together is awkward. Also, the hip porch leaves a funny recess on the backside. It feels random in terms of width, scale and pitch. The Board commented the design fits the eclectic nature of the house.

Ms. Wilson made a motion for preliminary approval with study of the roofline and the knuckle. Mr. Clarke seconded the motion. All were in favor. None opposed. The motion passed unanimously.

VIII. ADJOURN: Ms. Wilson made a motion to adjourn the meeting at 5:39 p.m. Mr. Askins seconded the motion. All were in favor. None opposed. Motion passed unanimously.



Beverly Bohan, Chair



Date