

**Architectural Review Board  
Meeting Minutes  
April 28, 2022**

**Board Present:** Jordan Berliner, Chairman, Dale Strecker; Architect, Brad Hix; Landscape Architect, JT Landreth; Don Schnackel, James Slavetskas, Patricia Smith, Jack Toti, Bob Zinn

**Absent :** N/A

**Staff Present:** Michele Chisolm, Peter Kristian

**Guest:** Ed Schottland; POA Board of Directors Vice President

**Call to Order:** 8:00 AM

**Minutes:** Bob Zinn motioned to approve the ARB meeting minutes for March 24, 2022. Don Schnackel seconded the motion. The March 2022 Meeting Minutes were approved as amended.

**Meeting Adjourned:** James Slavetskas motioned to adjourn the ARB Meeting on April 28, 2022. Jack Toti seconded the motion. The April ARB Meeting was adjourned at 9:35am.

**Discussions:**

- Introduction of New Members: Mr. JT Landreth and Mrs. Patricia Smith
- Strategic Plan update: POA Board Vice President, Ed Schottland
- ARB Guidelines update.

**Submissions:**

1. Lot 263 Ellentia Drive #43 Case: 8888  
Hagood Homes of the Lowcountry  
Preliminary Review: Submitted plans for New Construction of a Single-Family home. The preliminary plans submitted were approved with comments.

Comments from the Board:

- Site Plan: The Board is willing to grant a variance to shift the home down 10' towards the POA Open Space to grant easier access to the garage and reverse the side building setback to give more room between the neighbor property.
- Plan 1: Windows on the Patio Wall Side. Refer to Section 4.9.6 Overviews
- Site Plan: A detailed landscape plan with specifications is required for the synthetic turf proposal.
- Plan 1,2 and 5: 3 ½:12 roof pitch on elevation plan: Roof Pitches less than 4:12 must be standing seam metal. Metal roof shown on the elevations and roof plan must be identified as a metal roof.
- Plan 1 and 2: Service yard does not show an access location.
- Plan 6: Location of panels and meter not shown.

2. Lot 379 Fallen Arrow Court #3 Case: 5956  
Wolfkiel  
Final Review: Submitted plans to add a bedroom, bathroom and three dormers. The plans submitted were granted an Administrative Approval.

Comments from the Board:

- The Owner must submit wall section details, electrician plan, and structural plans to received final approval and the final approval letter.

3. Lot 7 Palm View Drive #16 Case: 8679

Daniel

Final Review: Submitted plans to add a swimming pool in the rear. The plans submitted were granted an Administrative Approval.

Comments from the Board:

- The cross section shows the waterfall to be 3' and over the setback line. The waterfall can only be 18" high if it is located beyond the building setback.
- The waterfall must be shown on the site plan.
- Align the edge of the pool with the existing patio.
- The proposed pool deck and existing patio are two different materials. The Board ask that the pool and deck and existing patio be the same material.
- Verify that the service yard will match the existing servicey yard.

A final approval letter will be granted when the ARB Staff receives the requested revisions.

4. Lot 42 Foxbriar Lane Case: 8100

Anderson

Concept Review: Submitted concept plans requesting an additional 10' variance to extend existing deck already encroaching into the setbacks and add a screen enclosure. The variance request was denied.

Comments from the Board:

- The variance request was too excessive.
- The existing rear deck already exceeds 10' beyond the building setbacks. The proposed new structure will add an additional 5'3" into the building setbacks.

The Board encourages you to submit a proposal for a structure that is within your building setbacks for review.

5. 2200 Main Street, Hilton Head Case: N/A

Brite Life Recovery

Preliminary Plans: Submitted preliminary plans to install a 290ft/6'11" fence to be constructed with 1 x 6 boards 4 x 4 posts that borders Bear Creek Golf Course at 15<sup>th</sup> Fairway. The Board stated that they need additional information to review the proposal.

Comments from the Board:

- The Board requires a copy of the proposed fence maintenance agreement letter.
- The fence must be painted to blend in with the existing surroundings. The Board suggests Charleston Green or a Dark Brown color.
- You must specify the exact location of the proposed fence on the site plan with dimensions. How will it tie into the neighbor properties existing fence beyond your property line, and the existing wood fence on the sides of your property.
- Provide details of what would happen if the proposed fence installation does not meet criteria, such as replacing the chain link fence.
- Provide a detail plan of the construction of the fence, to include drainage, and landscaping if applicable.

6. Lot 219 Cypress Marsh Drive #22 Pollock Case: 6565  
 Final Review: Submitted proposal to install a portable golf net on his property. The proposal submitted was denied.

Comments from the Board:

- HHP Rules and Regulations states that portable play equipment such as skateboard ramps and half-pipe structures, do not need ARB approval but must be removed at night.
- Personal exercise equipment may be used outside the home on a temporary basis, provided it is in a space on the property that avoids direct visibility from the street. However, such equipment must be stored when not in use and at night, either in the home or in a garage.
- The guideline does not permit such structures to be erected on a Lot unless it is in use. The Board does not want to set a precedent that will open the door for other type structures such as a backyard batting cages. The portable Golf Practice Net must be removed when not in use and at night and store in the service yard area, or garage.

7. Lot 20 Pineland Road #52 Aurelio Case: 5150  
 Final Review: Submitted a landscape plan requesting permission to install artificial turf in back yard. The Board did not have enough information to decide on the request to approve artificial turf in the back yard. The details provided only describe plant material and minimum specifications as to how the turf is installed and maintained. The Board request that the Owner submit a professional landscape plan with more details.

Comments from the Board:

- What was put down before installing the artificial turf?
- Who installed the turf per manufacturer's directions? What are the specifications of the artificial turf? Manufacturer, dimensions, etc.
- The sample did not provide any details regarding the manufacturer,
- How will it drain when it is hosed off or during a rainstorm?
- What happens if it is damaged? How will it be repaired/replaced?
- The proposed plan also shows the size of the synthetic turf, but the location of the turf is only shown in front of the paver patio.
- Your proposed plan did not show what was being installed on the pool equipment side. Photos provided by the ARB showed turf material that was not completely installed during a final pool inspection. Is synthetic turf going to be installed in that area or removed and replace with other ground cover, such pine straw? Please specify on the plan.

**Administrative:**

8. Lot 26 Seabrook Landing Drive #22	\$75	Driveway	Case: 8570
9. Lot 254 Wild Azalea Lane #10	\$100	Driveway/Deck	Case: 5780
10. Lot 277 Headlands Drive #97	\$50	Retaining Wall	Case: 7709
11. Lot 6 Foxhunt Drive #7	\$50	Windows	Case: 7008
12. Lot 37 Chickadee Road #28	\$50	Patio	Case: 6437
13. Lot 3 Brown Thrasher Road #8	\$75	Deck	Case: 5206
14. Lot 93 Black Rail Lane #4	\$25	Landscape	Case: 5513
15. Lot 167 Misty Morning Drive #13	\$50	Patio	Case: 5455
16. Lot 24 Adventure Galley Lane #16	\$50	Patio	Case: 7866
17. Lot 37 Leatherwood Court #1	\$50	Patio	Case: 5642
18. Lot 51 Brown Thrasher Road #7	\$50	Sliding Doors	Case: 5223
19. Lot 32 Myrtle Bank Road #64	\$50	Deck	Case: 5695
20. Lot 136 Gray Fox Lane #2	\$50	Wood Rot	Case: 5237
21. Lot 13 Towhee Road #25	\$50	Service Yard	Case: 7504

22. Lot 46 Golden Hind Drive #18	\$50	Patio	Case: 7202
23. Lot 76 Deerfield/Saltwind Way #2	\$50	Driveway	Case: 7418
24. Lot 276 Ellenita Drive #13	\$50	Driveway	Case: 7309
25. Lot 14 Adventure Galley Lane #5	\$50	Pool Pavers	Case: 7319
26. Lot 99 Sawtooth Court #2	\$50	Patio	Case: 5438
27. Lot 223 Wild Holly Court #9	\$75	Driveway	Case: 7530
28. Lot 157 Crooked Pond Drive #33	\$50	Solar Tunnel	Case: 6431

#### April Fees

Review Fees:	\$	2,050
Administrative Fees:	\$	1,150
<b>Total Monthly Review Fees:</b>	\$	3,150
Y.T.D.	\$	13,225

<b>Monthly Tree Mitigation Fees:</b>	\$	1,366
Y.T.D.	\$	2,242

<b>Monthly Fines Collected:</b>	\$	0
Fines Y.T.D.	\$	100

The next scheduled ARB Meeting will be May 26, 2022.