

**Architectural Review Board  
HHP POA ARB Board Room  
Meeting Minutes  
December 14, 2023**

**Board Present:** Jordan Berliner, Chairperson, Dale Strecker; Architect, Dave Barnum, JT Landreth, James Slavetskas, Pat Smith, Bob Zinn

**Absent with notice:** Brad Hix, Jack Toti

**Staff Present:** Michele Chisolm

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

**Minutes:** Bob Zinn motioned to approve the ARB meeting minutes for November 16, 2023, meeting. Dale Strecker seconded the motion. The November 2023 Meeting Minutes were unanimously approved.

**Meeting Adjourned:** Bob Zinn motioned to adjourn the December ARB Meeting. James Slavetskas seconded the motion. The December 2023 ARB Meeting was adjourned at 09:40 am.

1. Lot 41 Big Woods Drive #50 Case: 6719

Lust

Final Review: Submitted plans to install a swimming pool at the rear of the property. The plans submitted were granted Final Approval. A final approval letter was forwarded to Owner and the Contractor.

2. Lot 102 Oyster Bateau Court #3 Case: 8558

Sisko

Final Review: Submitted plans to install a swimming pool at the rear of the property. The plans submitted were granted Final Approval. A final approval letter was forwarded to the Owner and Contractor.

3. Lot 17 Eagle Claw Drive #36 Case: 8454

Frohman

Final Review: Submitted plans to install a swimming pool at the rear of the property. Owner requests a 2.2' variance into the 10' swimming pool setback at the rear center of pool. The plans submitted were granted Administrative Approval.

Comments from the Board:

- Additional details, such as the location of the gate and dimensions must be provided for the equipment enclosure.
- A photo of the existing service yard and its contents must be provided to the ARB Staff.
- The pool equipment enclosure must match the existing service yard in materials and color.

4. Lot 176 Clearwater Lane #14 Case: 8899

Frank

Final Review: Submitted plans for a new construction of a single family home. This property was previously approved for new construction. The Owner has re-submitted a new design with the exception of the variance approved for the pool enclosure. The plans submitted were denied.

Comments from the Board:

- The exterior design is not consistent with the details. It does not commensurate with other styles of homes on Hilton Head Planation.
- The roof line on the front elevation and roof plan shows an uneven roof. In addition, the design looks odd.
- The garage elevation and pool enclosure are disproportionate with the rest of the house. The main roof needs to be higher than the pool enclosure. Refer to the right elevation in the attached markup copy.
- The design is not consistent. The windows and materials do not match.
- The use of stone does not fit the style. However, if your re-submittal shows the use of stone the Board requests a sample of the material to review.
- The plans were denied for the reasons mentioned above; however, there are other minor details that need to be corrected as you move forward. The roof plan shows a vent. Our guidelines require a chimney with a cap or ventless fireplace. A roof pitch below 3:12 requires a metal roof. Where is the electric meter on the electrical meter? Refer to the attached markup copy.
- Are the exterior color choices the same information that was previously approved?

The Board encourages you to move forward and resubmit a revised drawing for review.

If you are adding a swimming pool, please familiarize yourself with the ARB Guidelines Sections 3.3 and 4.24. Detailed plans must be submitted for final approval. An additional \$600 review fee is required for the swimming pool submittal.

The next ARB Meeting is scheduled for January 25, 2024; all submissions are due at the ARB Office by noon Monday, January 22, 2024.

Administrative Approvals:

1. Lot 112 Savannah Trail #8	driveway/walkway	Case: 7794
2. Lot 66 Stillwater Lane #9	replace deck boards	Case: 6075
3. Lot 310 Christo Drive #13	driveway/walk/patio	Case: 6521
4. Lot 43 Fox Den Court #15	windows	Case: 5561
5. Lot 13 Dolphin Head Drive #63	patio/landscape	Case: 8889
6. Lot 69 Old Fort Drive #20	front entry	Case: 7194
7. Lot 233 Centella Court #5	resurface pool	Case: 6698
8. Lot 37 Fernwood Court #37	Landscape	Case: N/A
9. Lot 34 Brown Thrasher Rd #40	Patio repair	Case: 5046
10. Lot 91 Deerfield Road #43	Patio, Driveway, R/W	Case: 5334
11. Lot 31 Parkwood Drive #13	Driveway	Case: 7959
12. Lot 19 Towhee Road #30	Window	Case: 5592

**Fees:**

December Review Fees:	\$ 3,000
December Administrative Fees:	\$ 850
Total Fees:	\$ 3,850
Y.T.D Fees:	\$ 75,900
December Tree Mitigation Fees:	\$ 607
Y.T.D. Fees	\$ 6,610
December Fines:	\$ 0
Y.T.D. Fines:	\$ 300

The next scheduled ARB Meeting is Thursday, January 25, 2024.