



**The Design Review Board
of Sullivan's Island
Meeting
6:00PM
Wednesday, August 19, 2009
Town Hall, 1610 Middle Street
Agenda**

- 1. 1857 Flagg Street, Addition/Alteration**
- 2. 2201 Middle Street, Fence in
Commercial District**
- 3. 2209 Middle Street, Porch Roof
Extension in Commercial District**
- 4. Discussion of Staff Approvals**

FINAL SUBMITTAL CHECKLIST

Sullivan's Island Design Review Board

1610 Middle Street • PO Box 427 • Sullivan's Island, SC • 29482 • (843) 883-3188

Project Address: 2209 Middle Street
Submittal Date: 7/17/09
Meeting Date: 8/19/09

Requested Approval:	<input type="checkbox"/> Conceptual	<input type="checkbox"/> Preliminary	<input checked="" type="checkbox"/> Final
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Final Review: All Applicants are strongly encouraged to submit for Conceptual Review prior to submitting for Final Review. Only the simplest of requests is likely to pass final review without having first received Conceptual Approval. Please submit all items as requested. **Incomplete submittals will be returned to the applicant and the project will not be part of the meeting Agenda.**

The following items shall be included in the Final Submittal:

- Application fee (checks payable to Sullivan's Island Design Review Board)
- Completed Application to Sullivan's Island Review Board form (FORM A)
- Completed Sullivan's Island DRB Request for Review form (FORM B)
- Completed Zoning Standards Compliance Worksheet (FORM C)
- Eleven (11) sets of Drawings, 11" x 17" size. Drawings to include:
 - A current As-Built Survey, Certified by a S.C. Registered Land Surveyor [1/16" = 1'-0" OR 1" = 20'-0" scale] Required for all new construction and for work which expands or is outside of an existing building footprint, illustrating the following:
 - All applicable Flood Zone information
 - Setbacks, Property Lines, and Easements
 - Spot elevations required to comply with Section 21-24
 - OCRM Critical Lines, if applicable
 - Trees
 - Location of HVAC/ Equipment stands and electrical meter
 - Driveways, guest parking, garage back-up areas
 - Site Plan [1/16" = 1'-0" OR 1" = 20'-0" scale], illustrating the following:
 - Existing Structures, if applicable
 - Proposed new structures
 - All applicable survey information
 - Floor Plans [1/8" = 1'-0" scale], with the following requirements:
 - Exterior dimensions for exterior walls and porches
 - Graphically depict the outlines of heated space, covered porches and open decks. In the case of Renovations and/or Additions, the outlines of existing and new construction must also be shown.
 - Exterior Elevations [1/8" = 1'-0" scale], with the following requirements:
 - All exterior materials such as wood, stucco, roofing and / or masonry shall be graphically represented for intent.
 - Elevations must be rendered with shadows depicting roof and / or deck overhangs, changes in wall plane, or massing. Devoid of any graphically depicted landscape.
 - Roof ridge heights and Finished Floor Elevation (FFE) and their relationship to FEMA Base Flood Elevation (BFE)
 - Additional front yard setback shown on both side elevations for clarity.
 - Optional:
 - 3-D perspective sketches and / or models are encouraged.
 - Any relevant photographs or documentation that might be descriptive.

PRELIMINARY SUBMITTAL CHECKLIST

Sullivan's Island Design Review Board

1610 Middle Street • PO Box 427 • Sullivan's Island, SC • 29482 • (843) 883-3198

Project Address: _____

Submittal Date: _____

Meeting Date: _____

Requested Approval:

Conceptual

Preliminary

Final

Preliminary Review:

Preliminary Reviews are required only at the request of the DRB after completion of a Conceptual Review. In addition to the formal requirements below, you may be asked to submit specific information or documentation by the DRB. Please submit all items as requested. Incomplete submittals will be returned to the applicant and the project will not be part of the meeting Agenda.

The following items shall be included in the Preliminary Submittal:

- Application fee (*checks payable to Sullivan's Island Design Review Board*)
- Completed Application to Sullivan's Island Review Board form (FORM A)
- Completed Sullivan's Island DRB Request for Review form (FORM B)
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 - All applicable Flood Zone information
 - Setbacks, Property Lines, and Easements
 - Spot elevations required to comply with Section 21-24
 - OCRM Critical Lines, if applicable
 - Trees
 - Existing Structures, if applicable
 - Site Plan [1/16" = 1'-0" OR 1" = 20'-0" scale], illustrating the following:
 - Existing Structures, if applicable
 - Proposed new structures (with roof plan dashed above)
 - All applicable survey information
 - Floor Plans [1/8" = 1'-0" scale], with the following requirements:
 - Exterior dimensions for walls and porches
 - Graphically depict the outlines of heated space, covered porches and open decks.
 - In the case of Renovations and/or Additions, the outlines of existing and new construction must also be shown.
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 - Roof ridge heights and Finished Floor Elevation (FFE) and their relationship to FEMA Base Flood Elevation (BFE)
 - Additional Front Yard Setback shall be shown on both side elevations for clarity.
 - Any additional information or clarifications as may have been requested by the DRB at Conceptual Review
[including but not limited to Photographs of Adjacent Properties, Scale Models, Google Earth Images, and Perspective Sketches]

APPLICATION TO SULLIVAN'S ISLAND DESIGN REVIEW BOARD

1610 Middle Street • PO Box 427 • Sullivan's Island, SC • 29482 • (843) 883-3198

(FORM A)

Project Address: STA 22 thru STA 22 1/2 (rear of commercial lots)
 Submittal Date: 7/17/09
 Meeting Date: 8/19/09

Requested Approval: (check ONE) Conceptual Preliminary Final

Check one:

<input type="checkbox"/> Submittal is <i>outside</i> the Historic District, not classified historic, and requests DRB relief.	<input type="checkbox"/> Submittal is <i>within</i> the Historic District and is: _____ designated as Historic Resource _____ not designated as Historic Resource Historic Survey #: _____	<input type="checkbox"/> Submittal is <i>outside</i> the Historic District and is: _____ designated as Historic Resource Historic Survey #: _____
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IN COMMERCIAL DISTRICT

Nature of Work: (circle all that apply)

Accessory Structure Demolition / Relocation Addition / Alteration New Construction **FENCE**

Owner's Name: DOUG SMITH Architect / Designer: _____
 Represented by: _____ Address: 2201 Middle Contact #: _____
 email: _____ email: doug@islandcontractors.com (same)
 Contact #: 568-6106 Contact #: _____
 email: _____

Enter a Brief Description of the Project and Scope of Work to be Performed:

10-FT HIGH FENCE RUNNING ON REAR PROPERTY LINE ON THE COMMERCIAL LOT (1/2 treated pine, buff joint)

I (We) submit that the above information is true to the best of My (Our) knowledge.

Doug Smith
 Print Applicant's Name
DOUG SMITH
 Applicant Signature

If Owner is not Applicant:
 I (We) hereby appoint the person named as Applicant as My (Our) agent to represent Me (Us) in this application.

 Owner's Signature

Fee Received by _____

check # _____

REQUEST FOR REVIEW FORM (FORM B)

Sullivan's Island Design Review Board

1610 Middle Street • PO Box 427 • Sullivan's Island, SC • 29482 • (843) 883-3198

Project Address: STA 22 TRV STA 22 1/2

Submittal Date: 7/17/09

Meeting Date: 8/19/09

BREAKDOWN OF LOT COVERAGES

Total Lot Size in Square Feet:	_____	sf
Lot Width:	_____	
Lot Depth:	_____	
Flood Zone / Base Flood Elevation:	_____	

Sec. 21-25 Principal Building Coverage Area		
Principal Building Footprint:	_____	sf
Accessory Building Footprint:	_____	sf
Total Principal Bldg. Coverage Area:	_____	sf
(Principal Building plus Accessory Structure)		

Sec. 21-27 Principal Building Impervious Coverage		
Principal Building Coverage Area	_____	sf
Covered Porches:	_____	sf
Open Decks / Steps:	_____	sf
Pool / Patio:	_____	sf
Drives / Walks:	_____	sf
Other Impervious Coverage	_____	sf
Total Impervious Coverage	_____	sf

Sec. 21-27 Principal Building Square Footage		
First Floor	_____	sf
Second Floor	_____	sf
Third Floor	_____	sf
Accessory Building	_____	sf
Total Principal Building Square Footage:	_____	sf
(Principal Building plus Accessory Structure)		

EXTERIOR MATERIALS

(REQUIRED FOR PRELIMINARY AND FINAL SUBMITTALS ONLY)

* REQUIRED FOR ALL PROJECTS WITHIN HISTORIC DISTRICT AND / OR THOSE HOMES DESIGNATED HISTORIC OUTSIDE OF THE HISTORIC DISTRICT

Foundation: _____	Roof: _____
Walls: <u>1X6 TREATED PINE</u>	Windows: _____
Trim: _____	Doors: _____

Sec. 21-111 Standards of Neighborhood Compatibility

NOTE: Particular attention will be paid to the Standards of Neighborhood Compatibility. Please include a narrative addressing these standards or be prepared to address in depth at presentation. If including narrative, please use the following sheet.

(check all that apply) Narrative attached Will discuss at presentation Not Applicable

ZONING STANDARDS COMPLIANCE WORKSHEET (FORM C) N/A

Sullivan's Island Design Review Board

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		Zoning Ordinance Reference Section	Zoning Standard	✓ if meets standard	DRB's Max. Authority for Relief	Applicant's Request for Relief in Ft./ Sq. Ft.	Percent (%) Relief Requested	Total Allowed + Requested Relief (SF)
SETBACKS	A	21-22 Front Setback	25 feet		15% (3.75')			
	B	21-22 Additional Front Yard Setback	45° above 20'		15%			
	C	21-22 Side Setback	Per lot; Enter Result: _____ min.; _____ comb.		25%			
	D	21-22 Side Setback 2nd Floor Setback	2 feet		100%			
	E	21-22 Rear Setback	25 feet		None			
LOT COVERAGE	F	21-25 Principal Building Coverage	as per formula: Enter Result _____ sf		20%	_____ sf		
	G	21-26 Impervious Coverage	as per formula: Enter Result _____ sf		25%	_____ sf		
	H	21-27 Principal Building Square Footage	as per formula: Enter Result _____ sf		20%	_____ sf		
	I	21-28 Third Story	as per formula: Enter Result _____ sf		20%	_____ sf		
DESIGN STANDARDS	J	21-29 Principal Building Front Façade	as per formula: Enter Result _____ sf		100%			
	K	21-29 Principal Building Side Façade	as per formula: Enter Result _____ sf		100%			
	L	21-30 Building Orientation	Towards ocean, excluding marsh and ocean lots		Adjust for Neighborhood Compatibility			
	M	21-30 Bldg. Foundation Height	3 feet above Base Flood Elev. To Finished First Floor		1 foot			
	N	21-32 Foundation Enclosure	Check Ordinance		Adjust for Neighborhood Compatibility			
	O	21-34 Site Lighting	Check Ordinance		Adjust for Neighborhood Compatibility			

SEC. 21-43 B. REQUEST FOR HISTORIC EXEMPTIONS (FORM C.1)

N/A

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		1	2	3	4	5	
		Zoning Ordinance Reference Section	Total Area of Existing Structures (sf)	DRB Authority for Exemption	Applicant's Request for Relief in Ft./Sq. Ft.	Percent (%) Relief Requested	NOTES
HISTORIC EXEMPTIONS	A	21-43 Existing Principal Building Square Footage		50% Enter Result: _____ sf			
	B	21-43 Existing Principle Building Coverage Area		50% Enter Result: _____ sf			
	C	21-43 Existing Impervious Coverage Area		50% Enter Result: _____ sf			

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