



Design Review Board Meeting

Chairman

JAMES C. ATKINS

Vice Chairman

VACANT

Board Members

KRIS FELDMANN

DENISE PROCIDA

JOHN TETER

VACANT

VACANT

County Administrator

MICHAEL MOORE

Council Liaison

PAULA BROWN

Clerk to Council

SARAH W. BROCK

Staff Support

ROBERT MERCHANT

Administration Building

Beaufort County Government

Robert Smalls Complex

100 Ribaut Road

Beaufort, South Carolina 29901

Contact

Post Office Drawer 1228

Beaufort, South Carolina 29901-1228

(843) 255-2140

www.beaufortcountysc.gov

Design Review Board Meeting Agenda

Thursday, December 4, 2025, at 2:30 PM

Large Meeting Room, Grace Coastal Church

15 Williams Drive, Okatie, SC 29909

1. CALL TO ORDER
2. FOIA – PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT
3. APPROVAL OF MINUTES – November 6, 2025
4. PUBLIC COMMENTS ON NON-AGENDA ITEMS (Comments are limited to 3 minutes)

ACTION ITEMS

5. NEW BUSINESS:

[A.](#) McCulloch Tract – Lot 1 – Discount Tire, 1000 Fording Island Road – Bluffton – Conceptual

[B.](#) The Reserve at Broad River – Multi-Family Apartment Project, 101 Broad River Boulevard – Beaufort - Conceptual

6. OLD BUSINESS:

[A.](#) Mavis Tires & Brakes Exterior Painting & Landscape Improvements Project, 118 Parris Island Gateway – Beaufort - Final

[B.](#) Yard Farm RV Park, 700 Sea Island Parkway, St. Helena Island – Final

7. BOARD BUSINESS:

[A.](#) Board Vote for DRB Chairman & Vice Chairman (Terms End 01.01.28)

OTHER BUSINESS

8. **INFORMAL DISCUSSION:** Osprey Point – Malind Centre – Commercial Architecture, 1569 Pritcher Point Road - Okatie

9. **NEXT SCHEDULED MEETING** – 2:30 p.m. on Thursday, December 4, 2025, at Grace Coastal Church, 15 Williams Drive, Okatie, SC 29909

10. ADJOURNMENT



BEAUFORT COUNTY
DESIGN REVIEW BOARD (DRB) MINUTES
November 6, 2025, Grace Coastal Church, 15 Williams Drive, Okatie, SC

Members Present: James Atkins, Kris Feldmann (via telephone), Denise Procida and John Teter

Members Absent: None

Staff Present: Nancy Moss, Beaufort County Community Development Department

Guests:

Yard Farm RV Park: John Trask III, and Caleb King, WJK, Ltd.

Beaufort County Councilman York Glover, District 3

No members of the public were in attendance.

1. **CALL TO ORDER:** Chairman Atkins called the meeting to order at 2:30 p.m.
2. **FOIA:** Chairman Atkins said that “public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act”.
3. **MINUTES:** Chairman Atkins asked if there were comments on the September 4, 2025, meeting minutes. Ms. Procida motioned to approve the minutes as prepared. Mr. Teter seconded the motion. The motion carried with unanimous approval.
4. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** There was no public comment.

ACTION ITEMS

5. **NEW BUSINESS:** None

6. **OLD BUSINESS:**

A. Yard Farm RV Park, 700 Sea Island Parkway – St. Helena Island – Conceptual (Revisit):

Ms. Moss provided the project background. Mr. Atkins asked for public comment, but no comments were made. John Trask, the Developer, and Caleb King, the Landscape Architect, represented the project. Mr. Trask described that the site was once a working farm with a packing shed where the Lowcountry Store is located now and that he would integrate farming into this RV Park project. He stated that they would either lower the building to ground level or add a handicap ramp. He commented that there was a 100’ undisturbed buffer all the way around the RV Park that would have walking trails and that they would work with SRT to save additional existing trees on the interior of the site but that his understanding was to save as many trees as possible.

Ms. Procida stated that the building had no defined entry with a set of stairs or a ramp but that overall and that the building was in keeping with the Lowcountry style of architecture. Ms. Procida asked about the pavilion. John Trask said that it was an open-air pavilion that would be located

near the marsh and the future crabbing dock, and the pavilion may have a counter with a grill and would be a place to congregate. Ms. Procida asked if there would be a structure at the pickle ball courts. Mr. Trask said that the pickle ball courts would have a bench next to them but that the courts would not be covered.

Mr. Teter asked where the pickle ball courts would be located. Mr. Trask stated that they would be near the first entry drive off Sea Island Parkway to segregate it from the rest of the development because the sound from it was annoying. Mr. Teter asked how far the pavilion was from the pickle ball courts. Mr. Trask said that they were approximately 400 feet apart. Mr. Teter said that he liked the architecture of the building.

Mr. Atkins said that the architecture looks good but that he preferred that the building be raised and that a set of stairs & ramps get added to give that building a little presence on the site. He stated that the service yard faced Sea Island Parkway so when this is submitted for final DRB approval, make sure to have a really good landscape buffer screen on the service yard side as well as fencing details and the pickle ball amenities, if any, and lighting. He said that he liked the general design of the open-air pavilion but would prefer it be a bit more rustic to fit in with the rural, water's edge setting and cited the timber framed pavilion at Riverside Park as an example. Mr. Trask agreed that the pavilion should be more rustic. Mr. Atkins asked if there were defined control points at both entries and where they were located because he wanted to get a sense of where the primary entry would be located. Mr. Trask said that gates would be at both entries off Sea Island Parkway and that the main entry would be located at the Lowcountry Store driveway, and that there was a pull-off area that would be well screened from the parkway.

Ms. Procida said to have the exterior colors and materials on the building and the pavilion match each other for cohesiveness. She said that the service yard at the end of the breezeway should be shifted to either side so there would be an open view of the trees and not of the service yard.

Mr. Feldmann said that the architecture looked great. He suggested that the column spacing get shifted to coordinate with the breezeway and window openings versus being placed in front of them. He also recommended adjusting the door swing within the breezeway to make room for handicap accessibility concerns. He asked if the RV sites were for rent or if the campsites would be sold. Mr. Trask said that they were all for rent for 60 days or less.

Mr. Glover said that he was glad to be at the meeting. He said that Mr. Trask showed him plans for this project 1 ½ - 2 years ago and had no problem with it. He said that he appreciated the 100' buffer and that the RV Park would not be seen from the parkway because of the buffer. He said that a major concern on St. Helena is that people are bringing in RVs and making them permanent and it's hard to control. He said that he welcomed this project to accommodate RVs for 60 days or less in the Corners Community.

Mr. Trask said that he would like to add a fence, preferably a chain link fence, just inside the 100' buffer along Sea Island Parkway, for safety and as an impediment to prevent children & pets from wandering onto the parkway. Mr. Atkins said to relay this to Witmer Jones Keefer and to show it on the plans and to provide fence details at final DRB for review.

Mr. Atkins made a motion to approve the project with the following conditions:

- Address the staff comments listed in the Staff Report.
- Adding stairs & ramps for accessibility to the building.
- Study the column & opening spacing on the Laundry, Bathroom & Fitness Center Building.

- Slide the service yard one way or the other to open up the breezeway.
- Ensure that all portions of the building & rooms are fully handicap accessible to the guests.

Ms. Procida seconded the motion.

Mr. Atkins asked if a discussion was needed. There was no discussion.

The motion passed unanimously.

7. **BOARD BUSINESS:**

- A. **Eric Walsnovich - Resignation from the Board 10.20.25** - Mr. Atkins said that Mr. Walsnovich had to resign from the Board per the County Attorney because he moved outside of Beaufort County limits. He said that the Board now has three vacancies.
- B. **Board Vote: 2026 Design Review Board Meeting Schedule** - Mr. Atkins said that the 2026 meeting schedule had two options for the July meeting date, either the 2nd or the 9th. He said that the 9th would be a better date for the meeting and asked the Board to adopt the 2025 meeting schedule with July 9th. Mr. Teter made a motion to adopt the 2026 meeting schedule as Mr. Atkins recommended. Ms. Procida seconded the motion. The motion passed unanimously.
- C. **December 2025 Meeting – Board Vote for DRB Chairman & Vice Chairman** – Mr. Atkins said that with Mr. Walsnovich's resignation, the Vice Chair position was vacated and that he would continue as Chair if the Board wanted him to.

OTHER BUSINESS:

8. **NEXT SCHEDULED MEETING:** Mr. Atkins stated that the next scheduled meeting would be held at 2:30 p.m. on Thursday, December 4, 2025, at Grace Coastal Church, 15 Williams Drive, Okatie, SC 29909.
9. **ADJOURNMENT:** Mr. Teter made a motion to close the meeting, Ms. Procida seconded the motion. The meeting was adjourned at 3:00 p.m.

McCulloch Tract – Lot 1 – Discount Tire

Type of Submission:	Conceptual
Developer:	George Nacsa, Discount Tire Company, Inc.
Architect:	Eric Kaelble, Plump Engineering, Inc.
Engineer:	Kelly Wagoner, Foresite Group
Landscape Architect:	Foresite Group
Type of Project:	Commercial
Location:	1000 Fording Island Road, Bluffton
Zoning Designation:	C5 Regional Center Mixed-Use

This project received conditional final approval at the July 2, 2020 Design Review Board meeting. Since then, the site plan was changed, and the proposed building square footage was reduced from 8,192 to 7,040. This 2.5-AC lot is lightly wooded and, once developed, will share the central driveway that is currently under construction and separates Discount Tire from Dunkin Donuts that connects to both highways 278 and 46. The existing billboard within the Highway 46 buffer is scheduled to remain. The stormwater generated will be managed on-site. Drain inlets will capture the rainwater which is directed to underground piping routed to a series of underground stormwater chambers.

The one-story 7,040 square foot Discount Tire Building has a brown, gray & cream color scheme and is clad with a combination of brick, split face CMU and EIFS. This building roofline has a two-level raised parapet topped with an EIFS cornice at the prominent areas and covered with metal coping at the lower parapet levels. The front entry storefront door & window system has dark gray aluminum framing that wraps around to the service side of the building with an entry door covered with a flat suspended awning. The service side of the building has three large service bays covered with angled metal awnings and one small storage bay with gray colored overhead doors that face toward the interior of the development. A large faux storefront window is proposed between two brick pilasters on the front right corner that is covered with an angled gray metal awning.

The revised site plan was reviewed at the September 17, 2025, SRT meeting as a new project and once the conditions were met, was allowed to move forward with the DRB approval process.

Staff Comments:

1. The architecture for this building lacks Lowcountry detailing compared to the original architecture proposed in 2020.
2. Dumpster enclosure details have been provided for this review.
3. Per the elevations submitted, it appears that the roof equipment may be fully screened from Highway 278 and Highway 46. Per Division 5.3.30.C of the Code, all roof equipment must be fully screened from view to receive a CO.
4. Signage is approved through a separate Sign Application Permit approval process with the Planning & Zoning department.

END OF REPORT

The Reserve at Broad River Multi-Family Apartments

Type of Submission:	Conceptual
Developer:	Edmund Waddill, Chaucer Creek Capital
Architect:	Shelly Blakesley, Watts Leaf Architects
Engineer:	Alex Rhode, Seamon Whiteside
Landscape Architect:	Eric Walsnovich, Wood & Partners
Type of Project:	Commercial
Location:	101 Broad River Boulevard, Beaufort
Zoning Designation:	C5 RCMU
Overlay:	This project is located outside of the MCAS Overlay

The project consists of constructing seven 3-story apartment buildings that will have a total of 204 units, a clubhouse, a summer kitchen building, a maintenance, bike & kayak storage building, a recycling & trash collection enclosure to include an existing wetland that will be preserved, an internal round-about & drive aisles, walkways, a swimming pool, fenced-in dog park, vehicle & bike parking, landscaping, lighting and infrastructure on three vacant lots that will be combined into one 18.34-acre parcel. The driveway stub-out at the main entry round-about will connect to two parcels containing 20-acres that fall within the City of Beaufort's jurisdiction that will be a continuation of this project, subject to the City of Beaufort's approvals, and will also have 204 apartment units.

All of the buildings within this project have the same design features, facade materials and color scheme with gable roofs, and have 4/4 double hung windows.

Apartment Buildings: the three-story apartment buildings have five different floor layout plans and contain a combination of 1, 2 & 3-bedroom apartments totaling 204 units with approximately 195,000 gross square feet. The buildings have dark fiberglass shingles and are clad with horizontal and board & batten siding with brick accents. The design features stacked porches with full light porch doors, and louvered Bahama shutters over selective third floor windows.

Clubhouse: this is a one-story building that has approximately 9,500 square feet and contains a central breezeway with a fireplace and chimney with a patio for outdoor seating with a game room, offices and leasing area on one side and a fitness room, mail room, conference room and cyber café on the other side. This structure has a combination of gray standing seam metal roofing and fiberglass shingles and is clad with horizontal siding with board & batten accents and a brick water table.

Summer Kitchen: this is a one-story building that has approximately 1,560 square feet and contains a centrally covered outdoor room supported with heavy wood columns featuring a brick fireplace and chimney with restrooms on the left side and a pool equipment room & chemical storage on the right side. The building has dark fiberglass shingles and is clad with horizontal and board & batten siding.

Maintenance/Kayak & Bike Storage: this is a one-story building that has approximately 1,80 square feet with two enclosed rooms for bike storage & maintenance and a covered side porch supported with heavy wood columns on the right side. The building has dark gray standing seam metal roofing and fiberglass shingles and is clad with horizontal and board & batten siding.

Beaufort County Design Review Board
December 4, 2025

The Staff Review Team conceptually reviewed this project on November 12, 2025, and allowed this project to proceed with the DRB process after the SRT conditions were met.

Staff Comments: None

END OF REPORT

Mavis Tires Exterior Painting & Landscaping Project

Type of Submission:	Final
Developer:	Mavis Tires & Brakes
Architect:	William S. Neil, NWS Architects, Inc.
Landscape Architect:	Stephen W. Sales, Evergreen Design Group, Inc.
Engineer:	N/A
Type of Project:	Commercial
Location:	118 Parris Island Gateway, Beaufort
Zoning Designation:	C5 Regional Center Mixed Use

The project involves changing the existing gray, tan, blue & yellow exterior color scheme to off-white, gray & teal and bringing the highway buffer into conformance at an existing one-story 11,770 square foot service garage building that was constructed in 1998 on a 2.05-acre site. The building is clad with vertical metal siding panels with a painted putty colored water table that is topped with a thin royal blue horizontal stripe and has a cream body & parapet color above it. The top portion of the main building has painted blue and yellow horizontal stripes at the overhangs and parapets on the front and sides of the building.

This project was conceptually reviewed by the Design Review Board on January 9, 2025, and was conditionally approved subject to the following conditions:

- Raise the painted-on water table to align with the storefront window mullions. ***Complied (See sheets A-205 & A-206).***
- Provide a service yard around the HVAC equipment and submit details for DRB review. ***Complied, a black vinyl screen has been proposed (See sheets A-205, A-206 & A-401).***
- Submit a landscape plan to fill in the voids within the highway buffer with evergreen shrubs and understory trees. ***Complied, a combination of understory trees and shrubs are being proposed to fill in the voids between the existing overstory trees within the thoroughfare buffer. (See sheets LP-1 & LP-2).***
- The window and door frames should not be painted white. Maintain the existing black or dark bronze color. Revise the rendered elevation drawing. ***Complied, the window & door frames are proposed to be black in color. (See sheets A-205 & A-206).***

Most of the building's facade will be painted off-white and will have a gray base and teal-colored top bands with 5" wide, teal-colored horizontal aluminum accent strips applied on the main portion of the building just below the top band. The gutters and downspouts will be white in color.

Staff comments: None

END OF REPORT

Yard Farm RV Park

Type of Submission:	Final
Developer:	John Trask III
Architect:	Nate Schoen, Bridgewater Consulting, LLC
Engineer:	Paul Moore, Ward Edwards Engineering
Landscape Architect:	Dan Keefer, Witmer, Jones, Keefer, Ltd.
Type of Project:	Commercial
Location:	700 Sea Island Parkway, St. Helena Island
Zoning Designation:	T2R & T2RC (dual zoning)

This semi-developed RV Park project will be built on two densely wooded vacant lots that will be combined into one 28.35-acre parcel which has direct view and access to the marsh with 111 RV camp sites, a one-story a 1,920 square foot laundry, bathroom & fitness center building, a 432 square foot open-air pavilion, pickle ball courts, internal drives, parking areas, walkways, landscaping, lighting, infrastructure, two stormwater detention ponds and two trash collection areas. The project has two full access driveway cuts off Sea Island Parkway and secondary/emergency access off Yard Farm Road.

This project was conceptually reviewed by the Design Review Board on November 6, 2025, and was conditionally approved subject to the following conditions:

- Address the staff comments listed in the 11/06/25 Staff Report. *The developer has stated that 77 additional existing trees on the interior of the development have been identified for preservation and will be saved.*
- Adding stairs & ramps for accessibility to the building. *A pedestrian ramp is proposed on the left side of the building but stairs at the front entry have not been added.*
- Study the column & opening spacing on the Laundry, Bathroom & Fitness Center Building. *The porch columns & openings have not been adjusted.*
- Slide the service yard one way or the other to open up the breezeway in the center of the building. *Complied.*
- Ensure that all portions of the building and its rooms are fully handicap accessible to the guests. *The swing direction of the doorways has not changed.*

The one-story laundry, bathroom & fitness center building has simple Lowcountry architecture featuring a gable roof covered with black asphalt shingles with exposed rafter tail detailing and a covered porch that wraps around the front and left sides supported by white square columns with T&G deck boards. The building facade is clad with pewter-colored board & batten siding with 6/6 divided lite white framed double-hung windows with white trim, operable window shutters Charleston green in color and red-colored twin front entry doors with a transom. The service yard is completely concealed with a white colored wooden fence.

The open-air pavilion has a low pitch gable roof covered with black asphalt shingles with exposed roof deck boards, rafter detailing and open wooden truss work supported by six 10"x10" wood columns painted off-white with a tabby concrete floor featuring a fireplace & chimney covered with tabby stucco that holds gas logs.

Beaufort County Design Review Board
December 4, 2025

Staff Comments:

1. Change the swing direction of the main doors to the Laundry & Fitness Center rooms to swing in an outward direction.
2. Civil Plans:
 - a. Change the size of the 625 SF pavilion shown on the plans to match the 432 SF pavilion that is being proposed on all applicable sheets.
 - b. Update the plans to show the additional 77 trees being saved on the interior of the development, show the front barrier fencing behind the 100' buffer & around the pickle ball courts, show the enclosure around the trash pads and show the location of the main double gate & masonry columns & walls.
 - c. Filling & grading work is being proposed within the front 100' buffer which is not allowed.
3. Landscape Plans:
 - a. The proposed palm trees between the campsites will not be accepted by the SRT. Please substitute the palm with a hardwood overstory shade tree.
 - b. Please provide supplemental evergreen landscape plantings behind the building per the request of the DRB.
 - c. Native evergreen plantings should be proposed within the disturbed highway buffer area created by the utility tie-in work. Seeding is not allowed in the buffer.
 - d. The 100' buffer adjacent to the highway contains an overhead powerline easement and mainly consists of pine trees and deciduous sweet gum trees. Supplemental evergreen plantings may be needed to yield an opaque E-type buffer as required.
 - e. The applicant stated at the conceptual DRB review that trails would be proposed within the 100' perimeter buffers, but they are not shown on the plans.
 - f. Tree mitigation will be calculated at final SRT by the Zoning & Development Administrator.
 - g. It is not clear what the emergency gate will look like as a detail was not found.
 - h. Street lighting is proposed at the three driveway entrances and at the head of the pavilion pathway, but a light fixture cut sheet with photometrics was not submitted for this review.

END OF REPORT