

# SUBMITTAL CHECKLIST

## SULLIVAN'S ISLAND DESIGN REVIEW BOARD

2056 Middle St. • P O Box 427 • Sullivan's Island, SC • 29482 • (843) 883-3198

Project Address:

2658 ATLANTIC AVE

Submittal Date:

6/23/23

Meeting Date:

7/19/23

Requested Approval:

Conceptual

Preliminary

Final

**Review Process:** A pre-application meeting is recommended with Planning staff as soon as the owner and/or design professional identify design objectives. Following the pre-application meeting, **Conceptual plans** should be submitted to the Design Review Board for review and comment. **Preliminary** or even **Final** plan review is generally required but may be waived at the discretion of the Board. Incomplete submittals or requests not consistent with Zoning Ordinance standards will be returned to the applicant and the project will not be part of the meeting agenda in accordance with Zoning Ordinance §21-109 F. (4).

The following items shall be included to receive plan approval:

- 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**)
- Completed **Historic** Worksheet (**FORM D.1**), or  **Neighborhood Compatibility Worksheet** (**FORM D.2**)
- Two (2) 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" 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, or Baseline and Setback if applicable
    - 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
    - All applicable survey information
  - Floor Plans** [ 1/8" = 1'-0" scale ], with the following requirements:
    - Exterior dimensions
    - 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
    - Roof ridge heights and Finished Floor Elevation (FFE) and their relationship to FEMA Base Flood Elevation (BFE)
  - Optional:**
    - 3-D perspective sketches and / or models are encouraged.
    - Any relevant photographs or documentation that might be descriptive (of adjacent properties).

APPLICATION

Sullivan's Island Design Review Board

2056 Middle St. • P O Box 427 • Sullivan's Island, SC • 29482 • (843) 883-8198

(FORM A)

Project Address: 2658 ATLANTIC AVE.  
 Submittal Date: 6/23/23  
 Meeting Date: 7/19/23 Parcel I.D. (TMS#): 529-11-00-035  
 Requested Approval (check ONE)  Conceptual  Preliminary  Final

Check one:  Submittal is *outside* the Historic District, not classified historic, and requests DRB relief. Complete Neighborhood Compatibility Form D.2  
 Submittal is *within* the Historic District and is: Complete Historic Form D.1  
 \_\_\_\_\_ designated as Historic Resource  
 \_\_\_\_\_ not designated as Historic Resource  
 Historic Survey #: \_\_\_\_\_  
 Submittal is *outside* the Historic District and Complete Historic Form D.1  
 \_\_\_\_\_ designated as Historic Resource  
 Historic Survey #: \_\_\_\_\_

Nature of Work: (circle all that apply)  
 Historic Property    Accessory Structure    Demolition / Relocation    Addition / Alteration    **New Construction**

|  |   |                                     |
|--|---|-------------------------------------|
| Owner Name: <u>James Scott Cade Trust</u>                                  | Architect/Designer: <u>BEAU CLOWNEY ARCHITECTS</u>                        | Contractor: <u>TBD</u>              |
| Address: <u>2658 Atlantic Avenue</u><br><u>Sullivan's Island, SC 29482</u> | Address: <u>1 KING ST. STE 102</u><br><u>CHS. SC 29401</u>                | Phone Number: _____<br>Email: _____ |
| Phone Number: <u>216-269-2389</u><br>Email: <u>jscottcade@gmail.com</u>    | Phone Number: <u>843 722-2040</u><br>Email: <u>justin@beauclooney.com</u> |                                     |

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

|   |   |                                     |
|---|---|-------------------------------------|
| I (We) submit that the above information is true to the best of my (Our) knowledge.<br><u>JUSTIN FERRICK</u><br>Print Applicant's Name<br><u>[Signature]</u><br>Applicant Signature | If Owner is not Applicant:<br>I (We) hereby appoint the person named as Applicant as My (Our) agent to represent me (Us) in this application. |                                     |
|   | <u>[Signature]</u><br>Owner's Signature   | Fee Received by<br>_____<br>check # |

[Signature]

# REQUEST FOR REVIEW FORM (FORM B)

Sullivan's Island Design Review Board

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Project Address 2658 ATLANTIC AVE.  
 Submittal Date 6/23/23  
 Meeting Date: 7/19/23

## BREAKDOWN OF LOT COVERAGES

| <b>Lot Information:</b>            |                  |
|------------------------------------|------------------|
| Total Lot Size in Square Feet:     | <u>21,998</u> sf |
| Highland Square Footage:           | <u>21,998</u> sf |
| Lot Width:                         | <u>105'</u>      |
| Lot Depth:                         | <u>209'</u>      |
| Flood Zone / Base Flood Elevation: | <u>AE 10</u>     |

| <b>Sec. 21-25 Principal Building Coverage Area</b> |                |
|--|----------------|
| Principal Building Footprint:                      | <u>3529</u> sf |
| Accessory Building Footprint:                      | _____ sf       |
| <b>Total Principal Bldg. Coverage Area:</b>        | <u>3529</u> sf |
| (Principal Building plus Accessory Structure)      |                |

| <b>Sec. 21-26 Impervious Coverage</b> |                 |
|---------------------------------------|-----------------|
| Principal Building Coverage Area      | <u>3529</u> sf  |
| Covered Porches:                      | <u>1,238</u> sf |
| Open Decks / Steps:                   | <u>622</u> sf   |
| Pool / Patio:                         | <u>965</u> sf   |
| Drives / Walks:                       | <u>61</u> sf    |
| Other Impervious Coverage             | <u>184</u> sf   |
| <b>Total Impervious Coverage</b>      | <u>6,599</u> sf |

| <b>Sec. 21-27 Principal Building Square Footage</b> |                 |
|---|-----------------|
| First Floor   | <u>3,495</u> sf |
| Second Floor  | <u>1,115</u> sf |
| Third Floor   | _____ sf        |
| Accessory Building                                  | _____ sf        |
| <b>Total Principal Building Square Footage:</b>     | <u>4610</u> 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: <u>STUCCO CMU PIERS / WOOD SLATS</u> | Roof: <u>METAL STANDING-SEAM</u> |
| Walls: <u>PAINTED WOOD SIDING</u>                | Windows: <u>MARVIN CLAD</u>      |
| Trim: <u>PAINTED 2X MATERIAL</u>                 | Doors: <u>PAINTED MAHOGANY</u>   |

### 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 and be prepared to address in depth at presentation. The narrative and presentation should reference the Standards for Neighborhood Compatibility and design guidance form.

(check which applies)     Form D.2 attached     Not Applicable (no relief requested)

# ZONING STANDARDS COMPLIANCE WORKSHEET (FORM C)

Sullivan's Island Design Review Board

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Project Address: 2658 ATLANTIC AVE.

Submittal Date: 6/23/23

Meeting Date: 7/19/23

|                         |          | Zoning Ordinance Reference Section         | Zoning Standard   | ✓ if meets standard | DRB's Max. Authority for Relief              | Applicant Request for Relief In             | Percent (%) Relief Requested            | Total Allowed + Requested Relief (SF)                               |
|-------------------------|----------|--|---|---------------------|--|---|---|---|
| <b>SETBACKS</b>         | <b>A</b> | 21-22<br>Front Setback                     | 25 feet   | ✓                   | 15%<br>(3.75')                               |   |   |   |
|                         | <b>B</b> | 21-22<br>Additional Front Yard Setback     | 45° above 20'   | ✓                   | 15%  |   |   |   |
|                         | <b>C</b> | 21-22<br>Side Setback                      | Per lot;<br>Enter Result:<br><u>15</u> min.;<br><u>40</u> comb.     |                     | 25%  | <u>3.5' FOR HOUSE</u><br><u>8' FOR POOL</u> | <u>8.75%</u><br><u>20%</u>              | <u>15.5' MIN, 36.5' COMB.</u><br><u>11' MIN, 32' COMB.</u>          |
|                         | <b>D</b> | 21-22<br>2nd Story Side Façade Setback     | 10 feet (wall length)<br>2' setback from wall                       |                     | 100%<br>(20 feet)                            | <u>100%</u>                                 |   |   |
|                         | <b>E</b> | 21-22<br>Rear Setback                      | 25 feet   | ✓                   | None   |   |   |   |
| <b>LOT COVERAGE</b>     | <b>F</b> | 21-25<br>Principal Building Coverage       | as per formula:<br>Enter Result<br><u>3299</u> sf                   |                     | 20%<br><u>659</u> sf                         | <u>231</u>                                  | <u>7%</u>                               | <u>3,529 SF</u>   |
|                         | <b>G</b> | 21-26<br>Impervious Coverage               | as per formula:<br>Enter Result<br><u>30%</u> sf maximum            | ✓                   | N/A  | N/A   | N/A                                     | N/A   |
|                         | <b>H</b> | 21-27<br>Principal Building Square Footage | as per formula:<br>Enter Result<br><u>4,100</u> sf                  |                     | 25%<br><u>1,025</u> sf                       | <u>510 SF</u>                               | <u>12.5%</u>                            | <u>4,610 SF</u>   |
|                         | <b>I</b> | 21-28<br>Third Story                       | as per formula:<br>Enter Result<br>_____ sf                         |                     | 15%<br>_____ sf                              |   |   | N/A   |
| <b>DESIGN STANDARDS</b> | <b>J</b> | 21-29<br>Principal Building Front Façade   | 50' feet or, 2/3 lot width (whichever is less)                      | ✓                   | 100%   |   |   |   |
|                         | <b>K</b> | 21-29<br>Principal Building Side Façade    | 30 feet (wall length)   |                     | 100%<br>(60 feet)                            |   | <u>9%</u><br><u>14.2%</u><br><u>50%</u> | <u>32'-11" LENGTH</u><br><u>35'-0" LENGTH</u><br><u>7'-0" DEPTH</u> |
|                         | <b>L</b> | 21-30<br>Building Orientation              | Towards ocean, excluding marsh and ocean lots                       | ✓                   | Adjust for Neighborhood Compatibility        |   |   |   |
|                         | <b>M</b> | 21-30<br>Bldg. Foundation Height           | 8' to LSM & 9'4" to FFE   | ✓                   | 1 foot                                       |   |   |   |
|                         | <b>N</b> | 21-32<br>Foundation Enclosure              | ½" Space  | ✓                   | Adjust for Neighborhood Compatibility        |   |   |   |
|                         | <b>O</b> | 21-138<br>Accessory Structure              | Height (18')<br>Setback (10')<br>Area 625' footprint and 750' total |                     | 20% (3.6')<br>40% (4')<br>20% Area 750'-900' |   |   |   |

# NEIGHBORHOOD COMPATIBILITY WORKSHEET (FORM D-2)

## Sullivan's Island Design Review Board

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In accordance with the Sullivan's Island Zoning Ordinance, Section 21-111, the DRB shall only grant modifications of the Zoning Ordinance standards if the design is compatible with the surrounding neighborhood. The *Standards for Neighborhood Compatibility* should:

- The pattern of setback, foundation elevations and building heights;
- The massing and orientation of structures;
- Fenestration (windows) and doorway spacing and alignment patterns;
- The placement and use of porches, decks and patios;
- The placement and alignment of driveways;
- The treatment of front and side facades;
- Where appropriate, the types of roofs, the roof pitches, and other aspects of roof design;
- Where appropriate, distinctive architectural styles that characterize a street or neighborhood; and
- Such other factors as the Board may consider relevant to defining the character of the neighborhood.

Additionally, the following check-list will help the applicant and DRB determine if the proposed design is properly integrated into the context and character of the existing neighborhood.

**Principal Building Square Footage (§ 21-27):** When requesting relief for additional Principal Building Square Footage, the DRB will be looking carefully at ways the applicant is offsetting the impact of the requested relief. The applicant might choose one or more of the following techniques, for example:

- Lower the first-floor height closer to grade to offset the additional massing.
- Lower the main roof eave height to offset the additional massing.
- Lower the overall roof height to reduce the additional massing
- Reduce the amount of second floor wall surface
- Place the second-floor square footage within the roofline
- Provide additional setbacks for second story walls to reduce the impact to neighbors
- Assure to the DRB that the design is unique, well articulated and appropriately scaled
- DRB suggests that prior to submittal please review your plans with neighbors and request their approval of square footage changes.

SEE ATTACHED NARRATIVE

**Principal Building Coverage (§ 21-25):** When requesting relief for Principal Building Coverage, the DRB will be looking at ways the applicant is offsetting the impact of the requested relief. The applicant might choose one or more of the following techniques, for example:

- Lower the first-floor height closer to grade to offset any additional massing.
- Coverage relief typically includes additional lower one-story design elements. Please indicate clearly these one-story elements in the design.
- Reduce the amount of second story wall surface area and second story heated sq. ft.

- Coverage Relief is typically granted for smaller than average lots due to zoning formulas.
- Assure to the DRB that the design is unique, well-articulated and appropriately scaled.

SEE ATTACHED NARRATIVE

**Front and Side Building Setbacks (§ 21-22):** Building setbacks are intended to create open space (landscaping, sunlight, distance) between buildings and the right-of-way. When requesting relief for Front and Side Setbacks, the DRB will be looking at ways the applicant is offsetting the impact of the requested relief. The applicant might choose one or more of the following techniques, for example:

- Request Side Setback relief as a means of preserving trees, tree canopies or other significant landscape elements.
- Consider designing one story construction in the requested relief zone to preserve sunlight and views.
- Provide well articulated side facades with separated massing elements.
- DRB suggests that prior to submittal please review your plans with neighbors and request their approval of setback changes.

SEE ATTACHED NARRATIVE

**Second Story Side Façade Setback (§ 21-22):** Second story side façade setback of two feet reduces the overall height and mass of the wall and ensures more sunlight for the adjacent property. Two-foot second floor setbacks are required for any wall in excess of 10'. DRB can double that width to 20'. The DRB does not have the authority to completely eliminate the second story setback.

SEE ATTACHED NARRATIVE

**Side Façade Articulation (§ 21-29):** The depth and width of a building has a substantial impact on its mass and scale. Removing the requirement for articulations in the side wall can result in a long unbroken side façade, which lacks visual appeal and creates more mass.

- It is unlikely that the DRB will grant 100% relief allowing a 60' long unarticulated wall.
- When requesting any relief less than 100%, assure to the DRB that the design is unique, well articulated and appropriately scaled

SEE ATTACHED NARRATIVE

2658 Atlantic Ave.  
**Form D-2 Narrative**

The general strategy for this project is a series of simple and distinct volumes that have a strong neighborhood compatibility by referencing the traditional island forms found throughout Sullivans. The home is designed to look as a building that has been added onto over time. Sited on a lot that essentially has two front facing facades, each face has a carefully considered presentation to the street. The lon side of the building is comprised of a series of one-story volumes laced together by porches. The Atlantic facade is more formally organized with a simple two-story volume fronted by an enclosed sun porch.

**Principal Building Square Footage:**

- This project is seeking 12.5% relief for PBSF or 510 additional sf to achieve the design for this property.
- Since half of the building mass is comprised of one-story volumes and extensive porches, it takes more square footage to link these distinct volumes together with circulation when compared to a compact box. The expression of these one-story volumes provides neighborhood compatibility and reduces the overall mass.
- Additionally, the Atlantic facing enclosed porch is designed to be a true 3-season sun porch that is physically separated from the remaining conditioned space of the home by operable exterior doors. The intent of this room would be to function as “open air” for much of the year, but augmented by a stand-alone ceiling cassette for minimal heat and cooling. We have included this 530 sf space in our PBSF calculations, but if it were excluded as a nonconditioned space, the project would be within the zoning standard. The massing of the house would be unchanged by the square footage reduction.

**Principal Building Coverage Area:**

- This project is seeking 7% relief for PBCA or 231 additional sf to achieve the design for this property.
- Since half of the building mass is comprised of one-story volumes and extensive porches, it takes more square footage to link these distinct volumes together with circulation when compared to a compact box. The lacing together of these one and two-story volumes helps reduce the overall mass of the building, but requires a larger footprint.

**Side Building Setback:**

- This project is seeking 8.75% relief or 3.5 ft for the building and 20% or 8ft for the in-ground pool.
- The 3.5 ft relief is only for a one-story element. The articulation of the garden side façade with a one-story volume encroaching 4ft into the standard tremendously improves the design. This volume is linked only by a deep unenclosed porch, which in turn also reduces the overall mass while adding texture and depth to the design.
- The 8ft relief is only for the location of an in-ground pool which will have no visual impact on the design and is still 11 ft from the side property line.

**Second Story Side Facade Setback:**

-This project is requesting relief for this requirement since the massing of the various volumes expressed on the side volume vary between one and two-story structures and have a traditional massing and articulation. This straightforward expression is very much compatible with neighboring buildings.

**Side Façade Articulation:**

-This project is requesting relief on 2 distinct articulations. One articulation request is seeking a 9% increase in length (32'-11"), the other is seeking a 14.2 % increase in length (35'-0".) One of these sections has one side that meets the 4ft articulated recess, the other side requests a 50% reduction in depth in the articulation. Given that this façade has considerable overall articulation with a total depth change of 9'-2" between the various volumes this seems to satisfy the intent of the zoning standard. Each of these plane changes reflects the articulation of a clearly defined mass that would be historically found on the island.