



TOWN OF PAWLEYS ISLAND

ARCHITECTURAL REVIEW BOARD MINUTES

Town Hall – Conference Room | 323 Myrtle Ave | Pawleys Island SC 29585
4/11/2025 – 9:30 AM

PRESENT: Chairman Ken Leach, Green Deschamps, John Felton (Virtual), Linda Keller, Frank Robinson

STAFF PRESENT: Daniel Newquist (Town Administrator), Corey Higdon (Town Clerk), Mike Walker (ARB Architect Advisor).

ADDITIONAL PRESENT: Lina Marcantoni (Architect for 294 Myrtle and 617 Doyle), Heather Kakert (Architect for 106 Atlantic)

1. CALL TO ORDER/ OPENING REMARKS

- a. Ken Leach called the meeting to order at 9:30 AM

2. AGENDA REVIEW

- a. No adjustments were made.

3. APPROVAL OF MINUTES

- a. 12-2-2024 ARB Meeting Minutes
 - i. Mr. Leach requested a motion to approve the minutes. Frank Robinson motioned to approve the minutes. Green DesChamps seconded the motion. No further discussion. All voted in favor.

4. OLD BUSINESS

a. Discussion on Potential Revisions to Design Guidelines

- i. Mr. Leach noted that there are inconsistencies with the Unified Development Code and the Architectural Review Board Design Guidelines, citing discrepancies in the roof pitch regulations as an example. He noted that the Unified Development Code lists a 3:12 porch roof pitch as the requirement, while the Architectural Review Board Design Guidelines lists a 4:12 porch roof pitch. Mr. Leach suggested that the ARB Design Guidelines should reference a 3:12 porch roof pitch. Chairman Leach requested a motion to amend the ARB Design Guidelines to include a 3:12 porch roof pitch. Mr. Robinson motioned to approve the amendment. Mr. Deschamps seconded the motion. All voted in favor. None opposed
- ii. Mr. Leach referenced Mike Walker's comments from the previous meeting, who explained that there is a lack of oversight following a permit being submitted to ensure that the guidelines set forth by the ARB are being followed. Mr. Walker stated that the Town must ensure that the designs submitted during the permitting process match what the Architectural Review Board approved. Mr. Leach suggested that if needed, the ARB can monitor progress to ensure all designs are being followed. **No action was taken.**

5. NEW BUSINESS

a. New Home Application – 106 Atlantic Ave

- i. Heather Kakert, the architect of the new home proposal at 106 Atlantic, laid out that the vacant property is located on the far north end of the island beyond the gate. She noted that the design presented matches the height of the other homes in the gated area on the north end. She clarified that the height of the house

complies with the 35-foot above Design Flood Elevation (DFE) requirement. Ms. Kakert elaborated that the pool was moved closer to the house to not encroach upon the Critical Area on the ocean side of the property. She explained how there are two separate façade designs presented in her packet, one with Bahama Shutters and one without. She noted that the property owners were undecided on which design they preferred and questioned whether the design without the shutters could be approved. To this, Mr. Robinson and Mr. Leach confirmed that there is no requirement for the house to have Bahama Shutters.

- ii. Mr. Walker confirmed that all height and flood regulations are met with the presented designs. He noted that in his review, he saw no red flags in the design in terms of compliance with the Town's Unified Development Code and ARB Design Guidelines. Mr. Leach questioned which side of the house was the front, as he noticed one side of the house was plainer and lacked design elements. Ms. Kakert clarified that the plainer side in the front facing the street. Mr. Leach questioned the decision not to add a porch to the front of the home, to which Ms. Kakert clarified that the owners chose not to add a porch. Linda Keller agreed with Mr. Leach's concerns about the front of the home having a plain design. Mr. Walker noted that adding some dimension to the front of the home would solve these concerns.
- iii. Mr. Newquist explained that this is the last vacant lot beyond the north end gate. He noted that there are no trees on the lot. Continuing, Mr. Newquist stated that the design complies with all setback requirements, meets the height and flood requirements, and the impervious/pervious requirements.
- iv. **Chairman Leach requested a motion for approval with an added design element to the front of the house and a determination of whether Bahama Shutters will be used or not. Mr. Robinson motioned to approve. Mr. Deschamps seconded the motion. All voted in favor. None opposed**

b. New Home Application – 294 Myrtle Avenue

- i. Lina Marcantoni, the architect for 294 Myrtle, prefaced her comments by laying out that the property is a subdivided lot that is currently vacant. She noted that she believes all the ARB Guidelines are met with her design. Mr. DesChamps questioned what the purpose of a small window towards the top of the house, to which Ms. Marcantoni clarified that it is a dormer meant to provide natural light in the home. Ms. Keller commended Ms. Marcantoni for her design, stating the house is designed to look like it was built one hundred years ago and has a traditional Pawleys-look. Several other board members agreed. Ms. Marcantoni highlighted a slight change in the design submitted initially and the current design, stating that the pickets on the porch had been removed at the request of the owner. Instead, the porch has stainless steel cables.
- ii. Mr. Newquist referenced that he, Ms. Marcantoni, and Mr. Walker had a productive meeting to bring the house into compliance. He stated that the design meets all requirements of the Town's ordinances and covenants on the property. He elaborated that there is a possible cedar tree that could be removed on the

property, but the owner now plans to keep the tree. He clarified that if the tree were removed, it would have to be replaced elsewhere on the property. Lina added that the tree's lack of a large branch helps keep the tree from interfering with the construction of the home.

- iii. **Chairman Leach requested a motion for approval of the designs submitted with conditions for the design to include stainless steel cables on the porch and for the cedar tree on the lot to not be removed. Mr. Robinson motioned to approve. Mr. Deschamps seconded the motion. All voted in favor. None opposed.**

c. New Home Application – 617 Doyle Avenue

- i. Ms. Marcantoni, the architect for 617 Doyle, noted that there is an existing house on the property that is set to be demolished following the approval of a new home. She explained that the current house does not meet the setback requirements, but the new home will be moved and adhere to all setback requirements. She highlighted that she aimed for this house to have a traditional Pawleys-look. Mr. DesChamps asked what material is used for the columns under the home, to which Ms. Marcantoni clarified that the current design uses piers, but the engineer for the home suggested that they use wood pilings. She noted that this could be a potential change to the final design if needed.
- ii. Mr. Walker commented regarding a cedar tree that will need to be removed to move the house more centrally on the property. He explained that there is no way to build around the tree based on the footprint of the house. He also noted that there is an attic in the design that would currently be unheated, but there is a possibility that it could be heated in the future. Mr. Walker clarified that if the attic were to be heated in the future, it would still meet the heated square foot requirement.
- iii. Mr. Newquist explained that the current home on the lot is in disrepair and will need to be demolished. He also explained the tree layout on the property, stating that in a meeting with Ms. Marcantoni, several trees were worked out to remain on the lot, but one cedar tree will need to be removed. Lastly, he noted that the setback requirements are met and there are no red flags from an administrative point of view for the design.
- iv. **Chairman Leach requested a motion for approval of the designs submitted with a condition that if the piers are changed to pilings, Mr. Newquist or Mr. Walker must approve of the new design. Mr. DesChamps motioned to approve. Mr. Robinson seconded the motion. All voted in favor. None opposed.**

6. OTHER ITEMS.

- a. Mr. DesChamps asked if the conditions laid out for previous ARB approvals were met in their permit submittals, to which Mr. Newquist clarified that the roof pitch requirement for 139 Atlantic was met, along with all of the conditions laid out for the Port Arthur (520 Myrtle) design. He added that both properties have begun construction.

7. NEXT ARB MEETING – May 5, 2025

8. ADJOURN

Chairman Leach requested a motion to adjourn the meeting. Mr. DesChamps motioned to adjourn the meeting. Mr. Felton seconded the motion. All voted in favor, and none opposed.



APPROVED

8/28/2025
DATE



ATTEST

8-28-2025
DATE