

**MINUTES**  
**ARCHITECTURAL REVIEW BOARD MEETING**  
**July 16, 2019 – 9:30 AM**  
**Omni Conference Center – Sapelo Room**  
**Amelia Island Plantation**

**ATTENDEES:**

**ARB:** Kelli Allen, ARB Chair/ Omni Community Affairs Director  
John Cotner, Architectural Consultant  
Lee Poechmann, Architectural Consultant  
Jeff Barnes, Architectural Consultant/ AIP Property Owner

**AIPCA/  
Castle:** Patty Stewart, General Manager/ Castle Group  
Cameron Thomas, Community Standards Coordinator/ Castle Group

**Guests:** Alden Howell, Brian Richardson, Rick & Martha Boyle, Andrew & Shelli Oliphant, Shelly Rawls, Jon Korman, Amy Walriven, Abbey Evans, John Dodd, Tony Kolasa, Regina Comrie, Mike Block, and Ellen Wheeler.

**The meeting was called to order at 9:30 A.M.**

**The minutes from the June 11, 2019 meeting were approved.**

1. **Stevens Residence, 15 Sparkleberry Court Lot #21- EID#1474.3**  
Preliminary Review – Add a pool & fire pit to previously approved new construction project.  
Submitted by Alden Howell, Project Manager  
Attendee: Alden Howell

The pool and fence were approved with the following conditions:

- Adjust the footprint of the pool/ patio area as the required 7’5” setback must be measured perpendicular from the property line to the edge of the planters since they are an integral part of the pool.
- Shift terrace area to lessen impact on the 36” Oak.
- Minimize the amount of yard enclosed within the fenced area.
- Place the fence in an organic fashion, installed around the trees and landscaping as opposed to a straight line along the edge of the property.
- Add the service yard with gate for the pool equipment to the site plan and indicate construction.
- Submit as one document, the revised pool plan, fence and service yard with gate at a future meeting.

2. **Hoot Owl Homes LLC (Model Home), 9 Wax Myrtle Lot #24- EID#1770**  
Preliminary Review – New construction of a (1) story single family home.  
Square Footage: 3244 SF conditioned space, 478 SF covered porches, 742 SF garage, 4464 TSF  
Submitted by Alden Howell, Project Manager

Attendee: Alden Howell

The preliminary plans were approved as submitted with the following conditions:

- Revise the Sparkleberry Court/ secondary street setback to 24’.
- Revise the rear setback to 30’ as the rear yard faces another property so a variance for a lesser setback would not be justified.
- Required mitigation for the two large 36” Oaks will be more than the typical 1:2 replacement as these are considered Heritage trees.
- Eliminate the vinyl fascia and soffit on the “Typical Wall Section” and replace with Hardie board.
- Raise the finished floor 16-24” above grade with 2-3 steps to front entry.
- Add a note on the plan that describes the materials for the louvers.
- Add a service yard with gate to the right side elevation and floor plan.

3. **Hoot Owl Homes LLC (Model Home), Lot 16 Wax Myrtle-** EID#1771  
Preliminary Review – New construction of a (1) story single family home.  
Square Footage: 2937 SF conditioned space, 497 SF covered porches, 856 SF garage,  
4290 TSF  
Submitted by Alden Howell, Project Manager  
Attendee: Alden Howell

The preliminary plans were approved as submitted with the following conditions:

- Shift the footprint of the house slightly in an effort to reduce the encroachment of the 30’ rear yard setback.
- Work on the design and detail as this plan is very similar to the other new construction on Wax Myrtle which is just down the street.
- The lap siding must be Hardie Artisan as per ARB Guidelines.
- Add muntins to rear and side windows to match those on the front.
- Raise the finished floor 16-24” above grade with 2-3 steps to front entry.
- Add a service yard with gate to the left side elevation and floor plan.

4. **Cotter Residence, 60 Marsh Creek Road-** EID#1732  
Final Review – Replace existing concrete driveway with new pavers – no footprint change.  
Submitted by Brian Richardson, Beautiful Blooms Landscape  
Attendee: Brian Richardson

The paver project was approved as submitted.

5. **Braddock Residence, 30 Salt Marsh Drive-** EID#1800  
Preliminary Review – Landscape & Lighting Plan. Replace existing driveway with pavers – no footprint change.  
Submitted by Brian Richardson, Beautiful Blooms Landscape  
Attendee: Brian Richardson

The landscape, hardscape and lighting plan were approved as submitted with the following condition:

- Add indigenous plant material along the terrace in the marsh edge buffer to fill in where the sod and plant material have died.

6. **Boyle Residence, 4 Willow Pond-** EID#1801  
Preliminary Review – Various exterior modifications including the addition of a covered front porch, window replacement, new garage & front door, new shingles, and paint. Remove existing chimney/fireplace. Replace rear deck with no footprint change and one tree removal.  
Submitted by Martha and Rick Boyle, Property Owners  
Attendee: Martha Boyle

The plan was approved as submitted with the following condition:

- Submit a final trim color when determined, prior to commencing with painting.

7. **Ozols Residence, 8 Water Oak Lot #5-** EID#1791  
Preliminary Review – New construction of a (1) story single family home.  
Square Footage: 2735 SF conditioned space, 562 SF covered porches, 935 SF garage,  
4235 TSF  
Submitted by Shelly Rawls, Architect  
Attendee: Shelly Rawls

The board had the following comments following a review of the preliminary plans:

- Site Plan – Shift the footprint of the house 5’ to the west, in an effort to save the 43” Oak on the east. Lee Poechmann observed this tree on site and noted that it is a very healthy and beautiful specimen. This would still maintain a 15’ setback on the west.  
Shift the house slightly to the rear, in an effort to save the 22” Oak on the front, assuming it is a healthy Live Oak as determined during the lot inspection.
- Adjust plan as necessary to achieve preservation requested.
- Floor Plan – Egress from the east bedroom does not open to the sky as per code requirements. Recommend switching the location of the east bedroom and den to satisfy that requirement.
- Consider eliminating the cupola as it does not match the modern design of the home or modify to a more modern aesthetic.
- The shingles will be the straight butt design.
- Add a substantial frieze board around the entire home.
- Rework the front entry so it encloses the porch opening in an alcove providing an anchor for entry roof.
- Submit a revise plan for review at a future meeting.

8. **McCafferty Residence, 7 Spotted Sandpiper-** EID#1803  
Final Review – Replace existing concrete driveway, walkway and patio with pavers.  
Landscape plan including removal of one tree (with mitigation) that is impacting  
existing retaining wall.  
Submitted by Jon Korman, Landscape Architect, Martex  
Attendee: Jon Korman

The plans were approved as submitted including removal of one Laurel Oak beside the garage. That tree will be mitigated with Live Oaks as per the plan.

9. **Walriven Residence, 11 Buckthorne Drive-** EID#1790  
Final Review – Add a new generator and above ground propane tanks.  
Submitted by Amy Walriven, Property Owner  
Attendee: Amy Walriven

The plan was approved as submitted.

10. **Lane Residence, 1 Royal Tern Patio Lot #175-** EID#1736.1  
Final Review – New construction, single family (2) story home.  
Square Footage: 2394 SF conditioned space, 130 SF covered porches, 462 SF garage,  
2986 TSF.  
Submitted by John Dodd, Architect  
Attendee: John Dodd

The final plans were approved as submitted with the following conditions/  
recommendations:

- Add a gate to the service yard.
- Submit a cut sheet for the garage door.
- Recommend adding a second column to the front porch beside the garage.
- Recommend adjusting the footprint of the driveway to curve out a bit, providing more space for turning into the garage.
- Submit a landscape plan within 60 days following the start of construction including mitigation for trees removed.

11. **Evans Residence, 20 Harrison Creek-** EID#1804  
Preliminary Review – Add a (2) story detached garage/ guest suite, covered screened porch/pool & patio + connector from existing garage to house.  
New Square Footage: 1404 SF conditioned garage, 1562 SF covered porch, 2966 TSF  
 Submitted by John Dodd, Architect  
 Attendees: Abbey Evans, Property Owner and John Dodd
- Following a lengthy discussion on the design of the rear porch, the board made the following comments on the preliminary plans:
- Connect the detached garage/ guest suite to the primary structure via a trellis or arbor to satisfy guidelines.
  - Reduce the size of the rear porch by approximately 5’ in order to maintain the 30’ straight line marsh edge buffer as per AIP Guidelines unless other data is discovered.
  - Submit a new survey that includes a tree survey.
  - Redesign the rear porch as the massive design appears to overpower the existing home. Egress from the second story bedrooms also need to be taken into consideration with the redesign – egress from a bedroom needs to be open to the sky as per code requirements.
12. **Groth Residence, 49 Marsh Creek Road-** EID#1737.1  
Final Review – Add a 303 SF (2) car garage to existing house.  
 Submitted by John Dodd, Architect  
 Attendee: John Dodd
- The final plans including the metal roof sample were approved as submitted.
13. **Haston Residence, 17 Red Maple Road-** EID#1783  
Preliminary Review – Replace rear deck and add new Chippendale railings to deck and front porch. Paint entire house/ shutters.  
 Submitted by Hugh Haston, Property Owner  
 Attendee: Ellen Wheeler, Landscape Architect
- The plans were approved as submitted with a suggestion to remove the back panel of the Chippendale railing to be installed at front porch (if possible) as the railing appears to be extremely heavy.
14. **Kolasa Residence, 110 Sea Marsh Road-** EID#1793  
Final Review – Add new generator with service yard to side of home.  
 Submitted by Tony Kolasa, Property Owner  
 Attendee: Tony Kolasa, Property Owner
- The plan was approved as submitted.
15. **Comrie Residence, 61 Sea Marsh Road-** EID#1797  
Final Review – Extend existing fence in rear yard.  
 Submitted by Bruce Comrie, Property Owner  
 Attendee: Regina Comrie, Property Owner
- The fence plan was approved as submitted.
16. **Omni Amelia Island LLC, Oak Marsh Golf Course-** EID#1730.1  
Final Review – Golf cart path sign/verbiage.  
 Submitted by Mike Block, Director of Golf/ Omni  
 Attendee: Mike Block
- The revised sign proof was approved as submitted including approval to place the signs in 13 locations as requested by Mike Block. The new signs will be replaced as soon as possible.

**Grimes Residence, 7 Red Cedar**

Following the regularly scheduled projects, Patty Stewart asked to address the board regarding the post/ropes at 7 Red Cedar which had previously been discussed at the June 11, 2019 meeting.

Patty stated that the request by Mr. Tommy Grimes to keep the post/ropes in the R.O.W. in front of his house at 7 Red Cedar had been discussed with the Common Properties Committee. Common Properties proposed a couple suggestions which could be tested on other cu-de-sacs. Those suggestions included the use of boulders or a vertical paver edging as a preventive measure to keep traffic off landscaping. The ARB noted that both suggestions appeared to present a safety issue.

Patty further noted that AIPCA was not in favor of allowing the post/ropes to remain as they want to be consistent with other property owners who have been denied the use of post/ropes. The ARB agreed.

Patty noted that the parking issue and narrow cul-de-sacs are part of the Common Properties overall long-term plan to address. John Cotner noted that a 70' diameter is a universally recognized size for a cul-de-sac.

**The meeting was adjourned at 12:02 PM**

**The next ARB Meeting – Tuesday, August 13, 2019/ 9:30 AM**

**Applications due by 5:00 PM - Friday, August 2, 2019.**