



Town of Beaufort, NC

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Town of Beaufort Historic Preservation Regular Meeting 6:00 PM Tuesday, September 5, 2023 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Minutes

Call to Order

Chair McCune called the September 5, 2023 Beaufort Historic Preservation Commission regular meeting to order at 6:00 pm.

Roll Call

Members Present: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Ian Huckabee, Tammy Hunsucker, and Marissa Morris.

A quorum was declared with seven members present.

Staff Present: Kyle Garner, Michelle Eitner, Town Attorney Jill Quattlebaum, and Laurel Anderson.

Agenda Approval

Vice-Chair Flowers made the motion to approve the Agenda and Member Cummins made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Ian Huckabee, Tammy Hunsucker, and Marissa Morris

Administration of Oaths

Chair McCune gave the Quasi-Judicial Statement and Secretary Anderson administered the Oath to Kyle Garner and Michelle Eitner.

Items of Consent

Chair McCune asked Vice-Chair Flowers to recuse himself as he was the applicant for the Item of Consent.

Vice-Chair Flowers asked to recuse himself and Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Bradley Cummins, Bradley Hedrick, Ian Huckabee, Tammy Hunsucker, and Marissa Morris

Member Cummins made the motion to approve the Order for Case # 23-23 201 Broad Street and Member Huckabee made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Bradley Cummins, Bradley Hedrick, Ian Huckabee, Tammy Hunsucker, and Marissa Morris

Chair McCune then took a vote that was unanimously approved to allow Vice-Chair Flowers back to the Board.

Voting yea: Chair McCune, Bradley Cummins, Bradley Hedrick, Ian Huckabee, Tammy Hunsucker, and Marissa Morris

New Business

1. Case #23-25; 118 Orange St – Accessory Structure – Revised COA

Chair McCune introduced Case #23-25 and asked if any members needed to recuse and hearing none, she asked for the Staff Report. Mr. Garner requested the Staff report and all attachments be entered into the record. He explained that the submitted building permit application plans deviated from the COA that had been approved in December 2022. The homeowners agreed that the changes had been made from the approved COA and were willing to submit a revised COA.

Changes deviating from the approved COA included: window locations moved, a porthole window was added, asphalt shingles instead of metal roof, wood slats between foundation piers, double exterior door instead of a single door, and a more detailed landscape plan. Mr. Garner requested that Landscape Guidelines 8.2.2 and 8.2.3 be added as the applicants also requested extending their fence.

Secretary Anderson administered the Oath to the applicant, homeowner Meg Emrich.

Member Huckabee asked about the slats and the door, and Ms. Emrich stated that they wanted to match the existing door. Chair McCune discussed the exterior light wattage and Ms. Emrich said the wattage could be decreased from 5 watts to 3 if necessary.

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #23-25. Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #23-25, move that the Commission conclude that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Landscaping Guidelines 8.1.5, 8.1.8, 8.1.13; Roof Guidelines 6.1.3; Foundations Guidelines 6.6.6; Window and Door Guidelines 6.4.7, 6.4.10; Off-street Parking Guidelines 8.5.7; Exterior Lighting Guidelines 8.4.3, 8.4.5, Fences and Walls Guidelines 8.2.2, 8.2.3.

Member Huckabee made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Ian Huckabee, Tammy Hunsucker, and Marissa Morris

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-25.

Member Huckabee made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #23-25 be issued for the proposed work.

Member Cummins made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Ian Huckabee, Tammy Hunsucker, and Marissa Morris

Chair McCune then declared Case #23-22 closed and notified Ms. Emrich that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

Chair McCune then declared Case #23-25 closed.

2. Case #23-26; 107 Sunset Lane – Demo, Fencing & Driveway

Town Attorney Quattlebaum notified the Board that an adjacent property owner at Sunset Lane lives in Guam and on August 31st received notice of the hearing and had requested the matter be continued. The property owner also expressed her intention to retain counsel to represent her interests in the issue as she may be a party with standing. Ms. Quattlebaum also informed the Board that there was a discrepancy as to the title of the land on which the requested fence would be built and the applicant did not appear to be the owner of the land. The Town Manager requested the Board consider continuing the matter until legal can review that issue, and also the applicant's architect would submit new plans with the revised proposal. Ms. Quattlebaum pointed out that there were due process concerns of no notice to adjacent property owners of the new plans and not sufficient notice of the matter to the people which Chapter 160-D requires. She added that the recommendation from legal would be to continue the matter until the October hearing to give time for the landowner to have a representative or legal counsel at the meeting and to give everyone a due process notice.

Chair McCune made a motion to table Case #23-26 until the matters of concern have been resolved. Vice-Chair Flowers made the second and Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Ian Huckabee, Tammy Hunsucker, and Marissa Morris

Chair McCune declared Case #23-26 tabled until further notice.

Commission / Board Comments

None.

Staff Comments

- a. Mr. Garner informed the Board that John Wood of the State Historic Preservation Office (SHPO) had retired and at the current time there was no Eastern Region state historic representative.
- b. The wayfinding signs for the town and historic district had been received and were in the process of being installed.
- c. The National Park Service had updated the resiliency language which would be inserted into the updated Standards.
- d. Mr. Garner answered Member Hedrick's questions regarding plaqued homes outside the local historic district.

Adjourn

Vice-Chair Flowers made the motion to adjourn and Member Huckabee made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Ian Huckabee, Tammy Hunsucker, and Marissa Morris

Chair McCune declared the September 5th, 2023 meeting adjourned.

Chair, Joyce McCune

Board Secretary, Laurel Anderson