



Town of Beaufort, NC

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

Call to Order

Chair McCune called the July 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, and Marissa Morris.

A quorum was declared with five members present.

Tammy Hunsucker arrived after Minutes Approval.

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

Agenda Approval

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

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

Minutes Approval

Chair McCune noted that the Minutes had been updated with suggested corrections before the meeting. Member Cummins made the motion to approve the June 6th, 2023 Minutes and Member Hedrick made the second. Chair McCune took a vote that was unanimously approved.

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

Administration of Oaths

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

Items of Consent

Vice-Chair Flowers made the motion to approve the Orders for Case # 23-05 131 Craven Street, Case #23-09 330 Front Street, Case #23-16 101 Ann Street, Case #23-17 115 Front St, Case #23-18 201 Front St, 23-19 215 Turner St, and Member

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

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

New Business

1. Case #23-20; 433 Front Street – Signage

Chair McCune introduced Case #23-20 and asked if any members needed to recuse and hearing none, she asked Mr. Garner for the Staff Report. Mr. Garner explained that the applicant requested installation of a new hanging 2' x 3' sign in front of the door totaling 6 square feet.

Secretary Anderson administered the Oath to the applicant, George Rose, owner of Isla Boutique. There were no questions for Mr. Rose.

Chair McCune asked for a motion for a Finding of Fact for Case #23-20 and Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #23-20, 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: Signage Guidelines 8.6.1, 8.6.2, 8.6.3, 8.6.5.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-20.

Member Hedrick 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 #23-20 be issued for the proposed work.

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

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

Chair McCune then declared Case #23-20 closed, noting that the official Orders would be signed at the next meeting.

2. Case #23-21; 311 Broad Street – Demolition and New Construction

Chair McCune introduced Case #23-21 and asked if any members needed to recuse and hearing none, she asked Mr. Garner for the Staff Report. Mr. Garner gave an overview of the application to demolish the existing structure at 311 Broad Street and construct a new dwelling similar in size, scale, mass and height to the existing dwelling. He noted that the existing home had no COA's on file and it is not a property of state-wide significance as verified by John Wood of the State Historic Preservation Office (SHPO). Mr. Garner also stated that the application was one of the most complete ever received. He stated that the applicant's request that if approved materials were not available then updated materials could be approved by a Minor Works, and he explained that in the past two HPC Members and a staff member would review and forward to the rest of the Board for their approval. Chair McCune reiterated that the Guidelines page 31, chapter 4 outline this approval process for minor changes.

Secretary Anderson administered the Oath to the applicant, Addison Dascombe, owner of the property. Mr. Dascombe submitted paint color swatches to the Board and Mr. Garner requested the paint colors be submitted into the record; the paint colors being Benjamin Moore "Boothbay Gray" and Sherwin-Williams "Snowbound".

As the application contained two requests, a demolition request and a new build, Chair McCune requested the Board consider the demolition first. Member Cummins asked the applicant if there had been an assessment of the integrity of the house. Mr. Dascombe explained that they had obtained an independent inspection report and at least seven local builders and an engineer all recommended the house be demolished due to severe structural foundation issues. Member Hedrick noted that the house was representative of the vernacular structure and economics of that time period but could clearly see the damage to the house. Chair McCune stated that over time the house had many updates and alterations and any architectural significance had been lost. She encouraged the applicant to save and reuse floorboards and any other items and Mr. Dascombe stated that they had planned to reuse materials as accents in the new home.

Hearing no further questions Chair McCune asked for a consensus to approve the demolition of the existing house. Town Attorney Ms. Quattlebaum requested the consensus include a statement that the Planning and Inspections Director was excused from filing with the State Historic Preservation Office and Demolition Guideline 10.1.1 not be applicable. The Board gave unanimous consensus to approve the demolition.

The Board then moved forward with the application for the new build. Member Hunsucker asked why they had chosen Hardie-board and Mr. Dascombe stated that they liked the look of it and they would be using the smooth side. Member Hedrick asked about the window sash color and material and commended the application, and the applicant explained the sashes were a composite material and would be white. Vice-Chair Flowers also recognized how well the application packet was put together and asked if the door would be painted Boothbay Gray and Mr. Dascombe stated that it would. Member Morris also commended the packet and Member Hedrick asked about the shutters and window casement trim detail and the applicant said the shutters would be functional and the trim was detailed on page 27 of the application. Chair McCune asked about the style of the porch railing and Vice-Chair Flowers noted that building code required railing over 30" to have no more than 4" of space between pickets. Chair McCune also commended the application and Mr. Dascombe thanked the Board.

Chair McCune asked if there were any parties with standing who would like to comment and there were none.

Hearing no further questions Chair McCune asked for a motion for a Finding of Fact for Case #23-21 and Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #23-21, move that the Commission find that the property is not a contributing structure and the Planning and Inspections Director is excused from filing with the State Historic Preservation Office, and the Commission conclude that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Demolition of Buildings Guidelines 10.1.1, 10.1.2, 10.1.3, 10.1.4, 10.1.5, 10.1.6; under New Construction Guidelines: Building Placement 7.1.1, 7.1.2, 7.1.3, 7.1.4; Building Height/Scale 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.2.5; Materials 7.3.1, 7.3.2, 7.3.3; Details 7.4.1, 7.4.2; Texture and Color 7.5.1; Form and Rhythm 7.6.1, 7.6.2, 7.6.3; Landscaping 7.7.1; Off-Street Parking Guidelines 8.5.1, 8.5.2, 8.5.3, 8.5.4, 8.5.6, 8.5.7; Outside Utilities Guidelines 8.3.1, 8.3.6; Exterior Lighting Guidelines 8.4.1, 8.4.2, 8.4.3; Landscaping Guidelines 8.1.2, 8.1.5, 8.1.7, 8.1.8, 8.1.12 with the condition that the 2"x2" pickets be used on the front rail.

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, Marissa Morris, and Tammy Hunsucker

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-21.

Member Hedrick made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact and the inclusion of the detail of the porch pickets being 2"x2" and 4" apart, 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 #23-21 be issued for the proposed work.

Vice-Chair Flowers made the second. Chair McCune took a vote that was unanimously approved.

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

Chair McCune then declared Case #23-21 closed and informed Mr. Dascombe that the official Orders would be signed at the next meeting.

3. Case #23-22; 615 Ann Street – Gutters

Chair McCune introduced Case #23-22 and asked if any members needed to be recused and hearing none, she asked Mr. Garner for the Staff Report. Mr. Garner first introduced the Board to the new Town Planner, Michelle Eitner and said that she would be presenting two items at the next meeting.

Mr. Garner stated that in Case #23-22 the owner requested approval of the installation of gutters on the east side of her home at 615 Ann St.

Secretary Anderson administered the Oath to the applicant, Rebecca Oxholm. The Board had no questions and Chair McCune asked if there were any parties with standing.

There being no parties with standing and hearing no further questions Chair McCune asked for a motion for a Finding of Fact for Case #23-22 and Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #23-22, 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: Roof Guidelines 6.1.6.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-22.

Member Morris 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 #23-22 be issued for the proposed work.

Vice-Chair Flowers made the second. Chair McCune took a vote that was unanimously approved.

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

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

Commission / Board Comments

- a. Vice-Chair Flowers expressed his appreciation of the application packet for Case #23-21.
- b. Chair McCune noted that the Board had recently had the opportunity to attend a School of Government Quasi-Judicial workshop and she pointed out the importance of recusals and the Board's application deliberations need to focus on the Guidelines only.

Staff Comments

- a. Mr. Garner noted that he was still hearing comments and compliments on the workshop by John Wood of the State Historic Preservation Office (SHPO) and the work done by the SHPO, HPC members, Town of Beaufort employees and the public at the Old Burying Ground.

- b. Mr. Garner stated that he and Board Secretary Laurel Anderson were planning quarterly workshops with the SHPO for the Board and public.
- c. He further noted the quality of the application for Case #23-21 and Vice-Chair Flowers' input regarding the assembly of the packet. Starting in September 2023 Mr. Garner suggested that applicants address the Guidelines applicable to their applications, and the Board and Staff could add or delete Guidelines.
- d. To aid future applicants, Mr. Garner suggested making a short YouTube video narrated by a Board member explaining the COA and Minor Works processes. He asked Member Morris to narrate the video and she agreed. Mr. Garner asked if the Board would agree to a modification to the COA application to require including the Guidelines and the Board unanimously agreed.
- e. Mr. Garner informed the Board that the Town of Beaufort had received their Certified Local Government renewal.

Adjourn

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

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

Chair McCune declared the July 5th, 2023 meeting adjourned at 7:30 pm.

Chair, Joyce McCune

Board Secretary, Laurel Anderson