



Town of Beaufort, NC
701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Historic Preservation Regular Meeting
6:00 PM Tuesday, February 6, 2024 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair McCune called the February 6, 2024 Beaufort Historic Preservation Commission regular meeting to order at 6:00 p.m.

Roll Call

Members Present: Chair Joyce McCune, Vice-Chair John Flowers, Bradley Hedrick, and Marissa Morris

Members Absent: Bradley Cummins, Ian Huckabee, Tammy Hunsucker

A quorum was declared with four members present.

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

Agenda Approval

Member Hedrick made the motion to approve the Agenda 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 Hedrick, and Marissa Morris

Election of Officers

Town Attorney Quattlebaum asked for a motion to open the floor for nominations for Chair. Vice-Chair Flowers made the motion and Chair McCune made the second.

Vice-Chair Flowers nominated Joyce McCune for Chair and Member Hedrick made the second. Hearing no further nominations Vice-Chair Flowers made a motion to close the floor for nominations and Member Hedrick made the second. Ms. Quattlebaum took a vote that was unanimously approved.

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

Ms. Quattlebaum took a vote for the nomination of Joyce McCune for Chair that was unanimously approved.

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

Chair McCune asked for nominations for Vice-Chair and John Flowers nominated Bradley Hedrick and Chair McCune made the second.

Hearing no further nominations Chair McCune took a vote that was unanimously approved.

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

Administration of Oaths

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

New Business

1. Case #24-07; 500 & 507 Ann St

Chair McCune introduced Case #24-07 and asked for the Staff Report. Mr. Garner explained that the request was to install a labyrinth at 500 Ann and install Beaufort-style fencing across the frontage of the parking lot at 507 Ann Street. He explained there were no physical samples of the labyrinth or fence but the applicant would show photos.

Secretary Anderson administered the Oath to Diane Gagnon who represented the applicant, and Tom Meyers, 505 Ann St. Ms. Gagnon showed the Board a larger picture of the labyrinth and paver materials and explained the project a little further.

Vice-Chair Hedrick asked about the requested fencing across the street and Ms. Gagnon explained the fence was to make the area more presentable and it would only go across the front of the property with room for a driveway into the lot.

Member Morris noted that labyrinths were usually for meditation purposes and asked if there was another purpose and Ms. Gagnon stated that no houses of worship were open during the week and this would provide a place to go, would be a place for children to play, and would expand the worship area for the congregation.

Chair McCune asked about the small sign for the labyrinth and Ms. Gagnon noted that it would be similar to the one already in place at the butterfly garden.

Mr. Meyers of 505 Ann St asked about the requested fence at 507 Ann St specifically the site plan or survey plat and also asked about the larger existing sign by the proposed labyrinth. Ms. Gagnon stated that the proposed fence at 507 Ann St would go from the edge of the lot and leave the driveway area open, and the large sign across the street would be taken down.

Member Flowers noted that a detailed site plan with more information was usually required in COA applications and also asked if the walkway pavers would be the same as the labyrinth. Ms. Gagnon stated that the new fence would match the existing fence.

Chair McCune asked if there were any other parties with standing and hearing none, asked for a motion for a Finding of Fact for Case #24-07. Member Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-07, 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 8.1.1, 8.1.2, 8.1.8, 8.1.10, 8.1.11; Fences and Walls 8.2.2, 8.2.3, Signs 8.6.1, 8.6.2, 8.6.5, 8.6.7 with the condition that the fence at 507 Ann St is excluded from the Finding of Fact.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #24-07.

Vice-Chair 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 #24-07 be issued for the proposed work with the exclusion of the property at 507 Ann St.

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

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

Ms. Quattlebaum suggested that the fence at 507 Ann St be tabled.

Vice-Chair Hedrick made a motion to table the fence at 507 Ann St and Member Morris made the second. Chair McCune took a vote that was unanimously approved.

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

Chair McCune then declared Case #24-07 closed and notified Ms. Gagnon they could bring the fence portion of the application back at a later time, and the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

2. Case #24-04; 300 Front Street – Encanto Restaurant - Signage

Chair McCune introduced Case #24-04 and asked if any members needed to recuse and hearing none, she asked for the Staff Report. Mr. Garner explained the request was to install one wall sign totaling 16 square feet and one hanging sign totaling 8 square feet and noted the total was 24 square feet which was significantly lower than that allowed. He noted that the signs had been hung without a COA and when notified, were taken down immediately.

Ms. Johnson administered the Oath to the applicant, Javier Rivera of Encanto Restaurant. He explained that the signs would be installed in the same position as the old signs.

Chair McCune asked for a motion for a Finding of Fact for Case #24-04. Member Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #23-33, 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 8.6.1, 8.6.2, 8.6.3, 8.6.5.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #24-04.

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 #24-04 be issued for the proposed work.

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

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

Chair McCune then declared Case #24-04 closed and notified Mr. Rivera that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

3. Case #24-06; 410 Front Street - Install New Doors & Windows, Signage & Lighting

Chair McCune introduced Case #24-06 and asked if any members needed to recuse themselves and hearing none, she asked for the Staff Report. Mr. Garner explained that the owner would like to install new doors, windows, and signage for the Wind Tide business at 410 Front Street. He noted the building had been built in the 1970's and was not historic. The applicant would be using the existing sign from their original location at 400 Front Street and the new doors will satisfy Americans with Disabilities Act (ADA) compliance.

There was a short discussion regarding the age of the building.

Secretary Anderson administered the Oath to the applicant's contractor, Malcolm Waters of Waters Contracting. Member Flowers noted that there are two doors on the back of the building and Mr. Waters stated that all new doors would match. Vice-Chair Hedrick asked about the windows and Mr. Waters explained that the requested windows are two over two with external mullions and the shutters would be removed.

There was a short discussion and Member Flowers asked Mr. Garner about building codes and ADA compliance. Mr. Garner stated the new doors would be in compliance and an ADA compliant ramp would be discussed with the applicant.

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 #24-06. Member Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-06, 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: Historic Storefront 6.9.1, 6.9.2; Window and Door 6.4.1, 6.4.2, 6.4.3, 6.4.7, 6.4.10; Signage 8.6.1, 8.6.2, 8.6.3, 8.6.5; Exterior Lighting 8.4.1, 8.4.2, 8.4.3.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #24-06.

Vice-Chair 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 #24-06 be issued for the proposed work.

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

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

Chair McCune then declared Case #24-06 closed and notified Mr. Waters 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. Chair McCune shared a letter she had received from a previous HPC member, who expressed his appreciation of the good work the HPC was doing. She also mentioned the Town of Beaufort newsletter which mentioned the 50th anniversary celebration of the town being on the National Register of Historic Places. Chair McCune then

notified the Board that Member Flowers had not reapplied as a member of the HPC and expressed her disappointment he would no longer be serving and her appreciation for his dedication to the board.

- b. Member Flowers thanked the Board and he had enjoyed working with the staff and the town, and he would be available to serve until a new member was chosen.
- c. Vice-Chair Hedrick also noted the 50th anniversary coming up and asked that former HPC members be specifically invited to the celebration.

Staff Comments

- a. Mr. Garner thanked Member Flowers for his years of service and there was a discussion regarding Mr. Flowers continuing to serve until another member was appointed.
- b. He also reminded the Commission about the upcoming 50th anniversary celebration in April.
- c. Mr. Garner noted the cedar shake shingles at the Dock House were being removed and asphalt shingles matching the existing found under the cedar shingles would be applied, and this was also improving a safety issue as cooking grease on cedar shake shingles could be combustible.
- d. Each HPC member has been given the latest copy of the Standards draft on a flash drive to review.

Adjourn

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

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

Chair McCune declared the February 6th, 2024 meeting adjourned at 7:15 p.m.

Chair, Joyce McCune

Board Secretary, Laurel Anderson