



**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, December 6, 2022 - Train Depot, 614 Broad Street, Beaufort, NC 28516**  
**Minutes**

---

**Call to Order**

Vice-Chair Flowers called the December 6, 2022 Beaufort Historic Preservation Commission regular meeting to order at 6:00 pm.

**Administration of Oaths**

Vice-Chair Flowers read the quasi-judicial statement and Secretary Anderson administered the Oath to Kyle Garner.

**Roll Call**

Members Present: Vice-Chair John Flowers, Bradley Hedrick, Ian Huckabee, and John Stephens

Members Absent: Chair Joyce McCune, Bradley Cummins, Tammy Hunsucker

A quorum was declared with four members present.

Staff Present: Kyle Garner, Town Attorney Arey Grady, and Laurel Anderson

**Agenda Approval**

*Member Hedrick made the motion to approve the Agenda and Member Stephens made the second. Vice-Chair Flowers took a vote that was unanimous.*

*Voting yea: Vice-Chair John Flowers, Bradley Hedrick, Ian Huckabee, and John Stephens*

**Minutes Approval**

1. HPC Draft Minutes for 11.1.22

*Member Huckabee made the motion to approve the Minutes and Member Stephens made the second. Vice-Chair Flowers took a vote that was unanimous.*

*Voting yea: Vice-Chair John Flowers, Bradley Hedrick, Ian Huckabee, and John Stephens*

## Items of Consent

*Member Stephens made the motion to approve the Orders for Case # 22-28 214 Broad St and Case # 22-29 214 Orange St, and Member Huckabee made the second. Vice-Chair Flowers took a vote that was unanimous.*

*Voting yea: Vice-Chair John Flowers, Bradley Hedrick, Ian Huckabee, and John Stephens*

## New Business

### 1. Case #22-30; 400 Front Street – Signage

Vice-Chair Flowers introduced Case #22-30 and Mr. Garner explained that this request is part of the overall signage plan for 400 Front Street which allows for a 15.5 sq. ft. sign per side, one on Front Street and one on the waterside at 15.5 sq. ft. each. These signs are included in that total square footage of 124 sq. ft. that was approved in November of 2020. The current request concerns the design, color, and material which are consistent with what was originally approved.

Secretary Anderson administered the Oath to the applicant, Brian Kennedy, of Bimini Twist.

Member Stephens asked Mr. Garner to verify that each individual tenant is within the square footage allowance which was approved previously, and Mr. Garner agreed and stated that this request is for content and color of the sign only.

The applicant asked if their business was required to have two signs or just one, and how the sign should be installed. Vice-Chair Flowers stated that installation requirements were the purview of the Planning Department, and Member Stephens explained that businesses are not required to have two signs. Mr. Garner further clarified that the Town did not require the sign but did require that the building owner figure out their signage plan including square footage for each business. He explained that the type of material for the sign was already approved, Wind Tide's sign was installed correctly, and the other signs should be installed the same way.

*Hearing no further questions Vice-Chair Flowers asked for a motion for a Finding of Fact for Case #22-30 and Member Stephens made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #22-30, 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 Huckabee made the second and Vice-Chair Flowers took a vote.*

*Voting yea: Vice-Chair John Flowers, Bradley Hedrick, Ian Huckabee, and John Stephens*

Vice-Chair Flowers then asked for a motion to approve a Certificate of Appropriateness (COA) for Case #22-30.

*Member Stephens made a motion to approve the Certificate of Appropriateness based on the following: 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 #22-30 be issued for the proposed work.*

*Member Huckabee made the second. Vice-Chair Flowers took a vote to approve the COA that was unanimous.*

*Voting yea: Vice-Chair John Flowers, Bradley Hedrick, Ian Huckabee, and John Stephens*

Vice-Chair Flowers then declared Case #22-30 closed.

2. Case #22-31 214 Orange Street – Accessory Structure

Vice-Chair Flowers introduced Case #22-31 and Mr. Garner explained that the request was to modify the existing rear structure accessory building and the applicant specifically requested removing rotten siding and converting the garage to a golf cart storage and studio, and he gave an overview of previous COA's and a plaque that had been approved for that property.

Secretary Anderson administered the Oath to the applicant's contractor, Rusty Willard.

Member Huckabee stated that he liked the design and asked Mr. Willard for a further explanation of the design. Mr. Willard explained the front and right side of the garage would be recessed four feet to create a porch area, adding brick pavers on the existing slab, and beadboard for the porch ceiling. Member Hedrick pointed out that it would not be visible from the street. Member Stephens asked about lighting as a COA would be required for visible light fixtures and Mr. Willard stated that can lighting would probably be installed. Member Hedrick said that he liked the design and he and Vice-Chair Flowers reiterated that the building could not be seen from the street.

*Hearing no further questions Vice-Chair Flowers asked for a motion for a Finding of Fact for Case #22-31 and Member Stephens made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #22-31, 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: Wood Siding, Trim, and Ornament Guidelines 6.2.11, Window and Door Guidelines 6.4.7, 6.4.10, Paint and Exterior Colors 6.7.1.*

*Member Hedrick made the second. Vice-Chair Flowers took a vote that was unanimous.*

*Voting yea: Vice-Chair John Flowers, Bradley Hedrick, Ian Huckabee, and John Stephens*

Vice-Chair Flowers then asked for a motion for a Certificate of Appropriateness for Case #22-31.

*Member Stephens made a motion to approve the Certificate of Appropriateness based on the following: 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 #22-31 be issued for the proposed work.*

*Member Huckabee made the second. Vice-Chair Flowers took a vote that was unanimous.*

*Voting yea: Vice-Chair John Flowers, Bradley Hedrick, Ian Huckabee, and John Stephens*

Vice-Chair Flowers then declared Case #22-31 closed.

3. Case #22-33 118 Orange Street – Accessory Structure

Vice-Chair Flowers introduced Case #22-33 and Mr. Garner explained that the applicant was requesting the addition of a 285 sq. ft addition to the back of the existing 202 sq. ft. accessory structure, with the replacement of the existing roof with a similar 5V galvanized metal material and replacing the siding of the structure with weather resistant and long-lasting cedar shake siding, like that of the Maritime Museum and the Wooden Boat Center. He further explained the current accessory structure is not historic and in 1998 a COA was approved for the current structure. Member Hedrick asked if there had been another structure previously and Mr. Garner pointed out that it had evidently burned down.

Secretary Anderson administered the Oath to the applicant's designer, Christina Culucci.

Ms. Colucci explained her clients' request to change the roof and siding of the accessory structure while recognizing the importance of the main home to the historic district. Member Huckabee clarified the cedar shake siding would be in individual panels and the dimensions would stay the same. He asked about the color palette

and Ms. Colucci stated that the accessory structure color palette was muted and chosen to not compete with the main house.

Member Stephens asked about the drawings of the galvanized roof and how wide the individual panels were, and Ms. Colucci explained that the drawing was not an accurate representation and that she had provided two options for the metal roof. Member Stephens pointed out the importance of rooflines in the historic district as they are so visible, and Ms. Colucci stated that the entire roof would be cohesive.

Vice-Chair Flowers gave Ms. Colucci a copy of the SHPO's roof guideline handout and there was discussion about the guidelines.

*Hearing no further questions Vice-Chair Flowers asked for a motion for a Finding of Fact for Case #22-33 and Member Stephens made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #22-33, 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: Landscaping 8.1.8, 8.1.13, Roof Guidelines 6.1.3 with the following understanding and stipulations: the standing seam metal roof style submitted in the application under 1.ALT will be used and ridges will be crimped, Wood Siding, Trim, and Ornament Guidelines 6.2.1, Window and Door Guidelines 6.4.7, 6.4.10, Paint and Exterior Colors 6.7.1.*

*Member Huckabee made the second. Vice-Chair Flowers took a vote that was unanimous.*

*Voting yea: Vice-Chair John Flowers, Bradley Hedrick, Ian Huckabee, and John Stephens*

Vice-Chair Flowers then asked for a motion for a Certificate of Appropriateness for Case #22-33.

*Member Stephens made a motion to approve the Certificate of Appropriateness based on the following: 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 #22-33 be issued for the proposed work.*

*Member Huckabee made the second. Vice-Chair Flowers took a vote that was unanimous.*

*Voting yea: Vice-Chair John Flowers, Bradley Hedrick, Ian Huckabee, and John Stephens*

Vice-Chair Flowers then declared Case #22-33 closed.

## **Commission / Board Comments**

- a. Member Stephens asked if there was an update on the state approval of the new standards.

## **Staff Comments**

- a. Mr. Garner commended the Board for an excellent meeting.
- b. He informed the Board that the State Historic Preservation Office (SHPO) would be returning in March or April 2023 for a workshop with the HPC covering proposed updates to the Historic Standards, with an anticipated effective date of June or July 2023.
- c. Mr. Garner also reminded the Board about a potential cemetery workshop with the SHPO in the spring of 2023, possibly bringing in an expert to repair some of the damaged headstones in the Old Burying Ground. Additionally, the SHPO would like to host a window restoration workshop on the same day.
- d. Member Hedrick asked if this would be his last meeting (since his term was expiring) and Mr. Garner explained that both Member Hedrick and Member Stephens would serve through February 2023 and they could resubmit for another term.

## **Adjourn**

*Member Stephens made the motion to adjourn and Member Huckabee made the second. Vice-Chair Flowers took a vote that was unanimous.*

*Voting yea: Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Tammy Hunsucker, and John Stephens*

Vice-Chair Flowers declared the December 6, 2022 meeting adjourned.

---

Vice-Chair, John Flowers

---

Board Secretary, Laurel Anderson