



## **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](http://www.beaufortnc.org)

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

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#### **Call to Order**

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

#### **Roll Call**

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

Members Absent: Bradley Cummins

A quorum was declared with six members present.

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

#### **Agenda Approval**

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

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

#### **Minutes Approval**

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

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

## **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 Order for Cases #23-07 308 Moore Street, #23-26 107 Sunset Lane, #23-27 505 Front Street, #23-28 318 Orange Street, and #23-29 310 ½ Orange Street and Member Huckabee made the second. Chair McCune took a vote that was unanimously approved.*

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

## **New Business**

### 1. Case #23-30; 107 Sunset Ln – Fencing & Pavers

Chair McCune introduced Case #23-30 and asked if any members needed to recuse and hearing none, she asked for the Staff Report. Mr. Garner explained that Staff reviewed the application with the Town Attorneys, who could not verify from a preliminary title review that the Applicant is the owner of record of the 10' wide drive where the proposed pavers are planned. Accordingly, and as announced during the October HPC meeting, the Applicant was required to either present evidence of ownership of the 10' drive or present evidence of the consent of the owner of the drive (if other than the Applicant) to the portion of this application regarding the pavers. The Applicant has since withdrawn the portion of the application regarding the 10' driveway and requested pavers.

He further explained that the applicant requested the installation of a 6'-tall white privacy fence along the west property line and to install a 3' tall white picket fence along the Sunset Lane property line and along the driveway.

Secretary Anderson administered the Oath to the applicant's architect and agent, Maggie Chalk. She stated that Mr. Flow was requesting the fences and had withdrawn the request for pavers. She noted that the neighbors had expressed concern regarding the improvements at Mr. Flow's property, and stated that he had never intended to interrupt access to anyone's property and he wanted to improve the appearance of the neighborhood.

Vice-Chair Flowers requested more information about the 6' privacy louvered fence and Ms. Chalk explained the louvers were horizontal and on an angle, and there was a similar fence on another property nearby owned by Mr. Flow.

Chair McCune verified the fence would not intrude into the alleyway but would turn and become a 3' fence and Ms. Chalk agreed.

Chair McCune asked if there were anyone else in the audience who would like to speak.

Secretary Anderson administered the Oath to Debra Ball, property manager for Barbara Askey who is the owner of 105 Sunset Lane. Ms. Ball expressed their concern with the height of the fence which would create a wall adjacent to 105 Sunset Lane and requested the height of the fence be lowered.

Member Hunsucker asked the visibility of the fence as seen from Sunset Lane, and Chair McCune explained that it was at the rear of the lot but could be seen from Sunset Lane. She then read Guideline 8.2.3 which states that "fences shall not exceed a height of four (4) feet in front yards and other areas of primary visual concern. Fences at rear yards and other areas not readily seen from the public view may be up to six (6) feet high." Member Hunsucker noted that her interpretation was that the fence would be visible from Sunset Lane.

Member Hedrick asked about the orientation of the lot and Mr. Garner explained that it could be either on Sunset Lane or the other lane on the side but the house was addressed for Sunset Lane. Member Hedrick stated that the area could readily be seen, and Chair McCune and Town Attorney Grady agreed that as the next-door house had been demolished it was visible. Chair McCune then explained to the applicant that according to Guideline 8.2.3,

the fence should be no higher than 4 feet, but the application could be amended to update the fence height to 4 feet. The applicant agreed to amend the fence height.

*Chair McCune asked for a motion for a Finding of Fact for Case #23-30. Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #23-30, 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: Fences and Walls 8.2.2, 8.2.3, with the condition that the fence on the west property line be no higher than 4 feet tall.*

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-30.

*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 #23-30 be issued for the proposed work with the condition that the fence on the west property line be no higher than 4 feet tall.*

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

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

Chair McCune then declared Case #23-30 closed and notified Ms. Chalk that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

## 2. Case #23-31; 120 & 120A Craven St – Paint, Porch & Lighting

Chair McCune introduced Case #23-31 and asked if any members needed to recuse and hearing none, she asked for the Staff Report. Mr. Garner explained that the owner wishes to paint the front door, paint the porch ceiling and add exterior lights beside the front door at 120 & 120 A Craven Street.

Secretary Anderson administered the Oath to the applicant, Dina Santoro who is the trustee of the property. Ms. Santoro explained that they were working on repairs, updating the front door, and adding a sconce beside the door to provide extra lighting for safety.

Vice-Chair Flowers requested the actual paint sample which Mr. Garner entered into the record to show the Board the true paint color.

*Chair McCune asked for a motion for a Finding of Fact for Case #23-31. Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #23-31, 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: Paint and Exterior Colors 6.7.2; Exterior Lighting 8.4.1, 8.4.2, 8.4.3, 8.4.5.*

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-31.

*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 #23-31 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 Hedrick, Ian Huckabee, Marissa Morris, and Tammy Hunsucker*

Chair McCune then declared Case #23-31 closed and notified Ms. Santoro that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

### 3. Case #23-33 100 Sunset Ln – Fencing, Driveway & Exterior Lighting

Chair McCune introduced Case #23-33 and asked if any members needed to recuse themselves and hearing none, she asked for the Staff Report. Mr. Garner explained that the owners wished to install fencing, pavers, landscaping, and exterior lighting at 100 Sunset Lane.

Secretary Anderson administered the Oath to the applicant's architect, Jay Horton of Filter Design Studio. He stated that the owner was requesting a 4' picket fence around the entire property, pavers to match existing, a 6' lamp post at the front door with a copper fixture, and landscaping.

Vice-Chair Flowers asked about the brightness of the light in the lamppost and Mr. Horton stated that it would mimic gas lighting.

Chair McCune asked about the 16 Mary Nell hollies requested in the landscaping design and Mr. Horton said they would be planted tightly together and they could reach a height of 20' at maturity. She also asked how far the fence would be from the edge of the pavement, and Mr. Horton replied that it would be from 7 to 8' from the street and there would be room for pedestrian access. Chair McCune also asked about the proposed double gate and Mr. Horton stated that the gate was specifically for maintenance and possibly golf cart access, and it was a lawn and not for car parking. After a short discussion regarding the possible amendment of the application Chair McCune stated that she was not comfortable with the growth height of the hollies.

Vice-Chair Flowers asked about the distance between the fence and the edge of the concrete, and Mr. Horton stated that it varied but it was just over 5'.

Chair McCune pointed out the Landscaping Guidelines 8.1.5 and the hollies creating a wall especially near the narrow lane. Mr. Horton suggested other plants and Chair McCune reiterated her concern regarding the height of the hollies on the frontage of the property. They agreed that dwarf yaupon would be a good replacement for the Mary Nell hollies in that area.

*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 #23-33. Vice-Chair 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: Fences and Walls Guidelines 8.2.2, 8.2.3, 8.2.6; Off-Street Parking 8.5.1, 8.5.2, 8.5.3, 8.5.4, 8.5.5, 8.5.6, 8.5.7; Landscaping Guidelines 8.1.2, 8.1.3, 8.1.4, 8.1.5, 8.1.6, 8.1.7, 8.1.14; Exterior Lighting 8.4.1, 8.4.2, 8.4.3, 8.4.5; with the condition that the Mary Nell Hollies on the west side are changed to Dwarf Yaupon Hollies.*

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-33.

*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 #23-33 be issued for the proposed work, with the condition with the condition that the Mary Nell Hollies on the west side are changed to Dwarf Yaupon Hollies.*

*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, Ian Huckabee, Marissa Morris, and Tammy Hunsucker*

Chair McCune then declared Case #23-33 closed and notified Mr. Horton that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

#### 4. Case #23-35 121 Craven St – Brick Walkway

Chair McCune introduced Case #23-35 and asked if any members needed to recuse themselves and hearing none, she asked for the Staff Report. Mr. Garner explained that the owner wished to remove the existing concrete walk and replace it with brick pavers.

Vice-Chair Flowers clarified that the steps would also be replaced.

Secretary Anderson administered the Oath to the applicants and property owners, Norm and Heather Sink. Mr. Sink explained that the stairs would also be demolished as they were cracked and hazardous but they would leave the brick casements on each side. They would rebuild Savannah brick steps and also demo the concrete walkway and use the same requested brick pavers.

Vice-Chair Flowers asked if the raised sidewalk curbs would be left and Mr. Sink said that they would not be, and Member Hedrick discussed the possible reasons for the raised curbs.

*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 #23-35. Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #23-35, move that the Commission conclude that the pending application fails to meet the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Landscaping 8.1.10, 8.1.11; Demolition of Buildings 10.1.1, 10.1.2, 10.1.3.*

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-35.

*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 #23-35 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 Hedrick, Ian Huckabee, Marissa Morris, and Tammy Hunsucker*

Chair McCune then declared Case #23-35 closed and notified the applicants that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

#### 5. 2024 Historic Commission Meeting and Submittal Calendar

Ms. Anderson stated that no dates had been moved due to competing holidays on the 2024 calendar.

*Member Huckabee made a motion to approve the 2024 Historic Commission Meeting and Submittal Calendar and Vice-Chair Flowers made the second.*

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

### **Commission / Board Comments**

- a. Member Morris mentioned the upcoming Historic Resilience workshop which would be held in New Bern.
- b. Member Hedrick followed up on the previous meeting's discussion regarding an approval process for completed COA's. Mr. Garner explained that there was now a process in place to go into the field to check on the status of COA's and Minor Works, and the department can also track COA's in the new permit portal.
- c. Member Hunsucker thanked Chair McCune for her observations regarding Sunset Lane, and asked when the new Guidelines would be available.
- d. Chair McCune thanked Mr. Grady for being at the meeting and wished everyone a Merry Christmas.

### **Staff Comments**

- a. Mr. Garner informed the Board that the Certified Local Government yearly report had been submitted and the Commission had heard about 53 cases throughout the year.
- b. He also reminded the Commission about the upcoming Historic Resilience workshop in New Bern on December 7<sup>th</sup>, how important the training would be, and that Beaufort had been one of two model communities in the state and had already begun the resiliency process.
- c. The Historic Resiliency Standards will be distributed at the workshop and will be included in the new Historic Preservation Standards. The HPC members will be emailed the latest copy of the Standards draft to review and comment on.

### **Adjourn**

*Member Huckabee 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 Hedrick, Ian Huckabee, Marissa Morris, and Tammy Hunsucker*

Chair McCune declared the December 5<sup>th</sup>, 2023 meeting adjourned at 7:23 p.m.

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Chair, Joyce McCune

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Board Secretary, Laurel Anderson