



Town of Beaufort, NC
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Town of Beaufort Historic Preservation Regular Meeting
6:00 PM Tuesday, March 5, 2024 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair McCune called the March 5, 2024 Beaufort Historic Preservation Commission regular meeting to order at 6:00 p.m.

Roll Call

Members Present: Chair Joyce McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker

Members Absent: Vice-Chair Bradley Hedrick, Marissa Morris

A quorum was declared with four members present.

Staff Present: Kyle Garner, Town Attorney Jill Quattlebaum, Rachel Johnson, Jason Brinson, Laurel Anderson

Agenda Approval

Chair McCune noted a request to move Case #24-08 to be heard first as the applicant was not feeling well. Member Huckabee made the motion to approve the revised Agenda and Member Cummins made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

Minutes Approval

Member Huckabee made the motion to approve the January and February Minutes as presented and Member Hunsucker made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

Administration of Oaths

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

Items of Consent

1. Approval of the Orders for 100 Sunset Lane, 112 Moore Street, 115 Front Street, 211 Turner Street & 308 Moore Street – Certificates of Appropriateness
2. Approval of the Orders for 500 Ann Street, 300 Front Street & 410 Front Street – Certificates of Appropriateness

Member Cummins made the motion to approve the Items of Consent and Member Hunsucker made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

New Business

1. Case #24-08; 310 ½ Orange Street

Chair McCune introduced Case #24-08 and asked for the Staff Report. Mr. Garner explained that in 2023 this property received a Certificate of Appropriateness for the demolition of a structure that was previously there due to the deterioration of the structure. As per the Demolition Guideline 10.1.1 the new structure is to be of the same height, scale, mass, and proportion as the original structure since it was a contributing structure. Based on the information submitted, this guideline has been met in Staff's opinion as the square footage, building height and scale are very similar to the structure that was removed. Mr. Garner noted that the applicant's contractor, Mr. John Flowers, would be submitting material samples as part of the record.

Secretary Anderson administered the Oath to the applicant's agent and contractor, John Flowers. Member Hunsucker asked if any trees would be removed and Mr. Flowers stated that none would be. Chair McCune asked about the windows and Mr. Flowers explained that Andersen Windows did not make clear glass and the Low-E glass met the energy code. Chair McCune noted that the energy-efficient glass should be addressed in the new Standards.

Mr. Flowers showed actual paint samples and stated that the siding would be painted white with a gray deck, green shutters and front door, and haint blue front porch ceiling. He also showed an engraved date brick which is required for new construction.

Member Cummins asked if the siding would be smooth side out and Mr. Flowers stated it would be. Mr. Garner asked for the record that the samples displayed were the actual materials in the application and Mr. Flowers asserted that they were.

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 #24-08. Member Huckabee made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-08, 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: Building Placement 7.1.1 – 7.1.4; Building Height and Scale 7.2.1 – 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 8.5.1, 8.5.2, 8.5.3, 8.5.4, 8.5.6, 8.5.7; Outside Utilities 8.3.1, 8.3.6; Exterior Lighting 8.4.1, 8.4.2, 8.4.3; Landscaping 8.1.2, 8.1.5, 8.1.7, 8.1.8, 8.1.12, 8.1.13; Fences and Walls 8.2.2, 8.2.3, Demolition 10.1.1.

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

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #24-08.

Member Cummins 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 #24-08 be issued for the proposed work.

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

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

Chair McCune then declared Case #24-08 closed and notified Mr. Flowers the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

2. Case #24-34; 122 Queen Street – Two-Story Rear Addition

Chair McCune introduced Case #24-34 and asked if any members needed to recuse and hearing none, she asked for the Staff Report. Mr. Garner requested that the Staff Report and all additional information be entered into the record. He explained the RS-5 zoning requirements had been met and noted that the application was for a two-story addition at 122 Queen Street, a traditional Beaufort-style, side gable coastal cottage. Mr. Garner stated that the Guidelines require transitions from original structures to additions.

Member Huckabee asked if Staff had received any feedback from neighbors and Mr. Garner stated that they had not.

Secretary Anderson administered the Oath to the applicants, Jay Horton and Ryan Edwards of Filter Design Studio. Mr. Horton noted that the RS-5 zoning requirement had been met with a 49% impervious coverage. He stated that a second story would be added to the existing structure and noted that the front elevation would remain the same and continue in the same vernacular. He explained that nearby structures had been reviewed and they felt the addition's massing was in keeping with the neighboring homes. An existing accessory structure would be removed to allow for the addition.

Member Huckabee stated that his concern was the front elevation and massing and asked how they assessed the nearby massing. Mr. Horton stated that they had looked at GIS and measured roof areas, and in the view looking down on GIS the massing was similar.

Member Cummins stated his concerns that the original structure was lost along the northern elevation and more tribute needed to be paid to the original cottage style. Ryan Edwards, architect at Filter Design Studio, stated that there were restrictions based on the property line, zoning and parking. Member Cummins noted that the addition would be clearly seen from the sidewalk. He also pointed out that the southern elevation showed an enormous addition on the structure. Mr. Horton stated that they were trying to keep the previously approved and built rear addition.

Member Hunsucker stated that the northern structure massing was her concern and did not fit with other structures around the historic district.

Chair McCune agreed with the other Members and quoted the Historic Guidelines, stating: "Careful attention should be given to ensure that the addition's overall size, proportion, and massing are compatible with the original structure to prevent it from overpowering the original building or diminishing its visual importance." She noted that Mr. Horton had just testified that the peak of the new roof of the addition would be the same height as the peak on the front. Chair McCune stated that the Board had to go by their Guidelines in making decisions and she was concerned by Guideline 6.1.1 "Preserve original and significant later roof forms" and explained that the character of the coastal cottage was affected by the addition as the back slope of the original roof was taken away.

Mr. Edwards reiterated the restraints of the zoning and the original addition and there was further discussion on possible solutions, with the Board members reiterating the issue of the proposed roofline. Chair McCune noted Guidelines 6.1.9 "Avoid altering the existing roof pitch or introducing a new roof pitch" and 6.1.11 "Avoid

constructing additional stories resulting in an altered appearance” and explained that in the historic district any additions needed to be reduced in size so the original structure shines. She reiterated that the Commission’s concern was especially with the north side of the house as the addition is altering the roof line and going at roof pitch all the way back which is a substantial change to the appearance of the structure.

Mr. Horton stated that she was right and the applicants were gaining the square footage they needed and Mr. Edwards claimed there were similar additions nearby. Chair McCune noted a neighboring house with an addition with a lowered rear roof pitch and stated her understanding of the owner’s needs but that the Guidelines must be followed.

Chair McCune asked if there was anyone with standing who would like to speak and hearing none, if there were any public comments and there were none.

Member Huckabee noted that a home on Moore Street with an addition had been granted a COA which included cornerboards and that was an option.

Chair McCune added that there was an opportunity to send the design to the State Historic Preservation Office (SHPO) for their comments, as the Guidelines could not support the current plan. There was further discussion regarding the design of the addition and tabling the application until receiving an opinion and comments from SHPO.

Chair McCune asked for a motion to table Case #24-34. Member Huckabee made the motion to table Case #24-34 and send the application to the State Historic Preservation Office.

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

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

Mr. Garner explained the SHPO submission process and Ms. Quattlebaum asked the Board if mass itself and the size of the structure was an issue to be discussed with the SHPO. Member Cummins stated that the loss of the character and the style of the existing home and paying homage to the home was more the issue.

Chair McCune then declared Case #24-34 closed.

3. Case #24-09; 129 Turner Street - Signage

Chair McCune introduced Case #24-09 and asked if any members needed to recuse themselves and hearing none, she asked for the Staff Report. Mr. Garner explained that the applicant was requesting to install one hanging sign totaling 4.16 sq. ft. (20” X 30”) and one 18” x 24” wall sign to replace old signs at her new business at 129 Turner Street. He also requested that the staff report and all material be submitted into the record.

Member Cummins asked about the requested material, double sided aluminum, and asked if it was normally used in the historic district. Mr. Garner stated that it was and the material held up very well over time.

Secretary Anderson administered the Oath to the applicant, Christy Watson. She noted that one sign would be affixed to the left side of the door and the other larger double sided sign would be hung underneath the under the eave.

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 #24-09. Member Huckabee made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-09, move that the Commission concludes that the pending application meets the following design standards. Design Guidelines for the Beaufort Historic District and Landmarks: Signage 8.6.1, 8.6.2, 8.6.3, 8.6.5.

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

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #24-09.

Member Cummins 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 #24-09 be issued for the proposed work.

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

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

Chair McCune then declared Case #24-09 closed and notified Ms. Watson that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

4. Case #24-10 Case # 24-10 316 Moore Street - Demolish House

Chair McCune introduced Case #24-10 and asked for the Staff Report. Mr. Garner explained that the applicant was requesting to demolish the existing structure at 316 Moore Street. He also requested that the staff report and all material be submitted into the record. Mr. Garner noted that the structure is not historic and not contributing in any way and the applicant has also submitted a letter from John Wood, formerly of the State Historic Preservation Office, supporting the demolition. He also notified the Board that the applicant, Mr. Craig Hamilton, was present and had oral surgery earlier in the day but could answer questions if needed.

Chair McCune noted that the Guidelines required photographic documentation of structures to be demolished but in this case as the structure was not historic the letter from Mr. Wood from SHPO would suffice.

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 #24-10. Member Huckabee made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-10, move that the Commission concludes that the pending application meets the following design standards. Design Guidelines for the Beaufort Historic District and Landmarks: Demolition of Buildings 10.1.1, 10.1.2, 10.1.3, 10.1.4, 10.1.5, 10.1.6 with the note that 10.1.2 has already been documented with Mr. Wood's letter submitted and reviewed by the Commission.

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

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #24-10.

Member Cummins 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 #24-10 be issued for the proposed work.

Member Hunsucker made the second and took a vote that was unanimously approved.

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

Chair McCune then declared Case #24-10 closed and notified Mr. Hamilton 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 notified the Board that an approved metal roof for a garage appeared to have a discrepancy from the approved COA. She remarked that in future the Board needed to ensure the correct nomenclature was used and there was a discussion regarding large agricultural ridges, keeping low profiles, and stating “no ridge vents” in approvals.

Staff Comments

- a. Mr. Garner reminded the Commission about the upcoming 50th anniversary celebration in April and showed the Members a poster to be shown at the celebration. He also gave an overview of the agenda of events.
- b. Mr. Garner noted the possibility of a special meeting for Case #23-34 and Ms. Quattlebaum stated that there would need to be 48 hours notice for the meeting.
- c. He also notified the Board that Member Huckabee’s last meeting would be April 2nd and that he would be greatly missed.

Adjourn

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

Voting yea: Chair McCune, Member Cummins, Member Huckabee, Member Hunsucker

Chair McCune declared the March 5th, 2024 meeting adjourned at 7:53 p.m.

Acting Chair, Bradley Hedrick

Board Secretary, Laurel Anderson