



## **Town of Beaufort, NC**

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### **Town of Beaufort Historic Preservation Regular Meeting 6:00 PM Tuesday, July 5, 2022 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Minutes**

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#### **Call to Order**

Chair McCune called the July 5, 2022 Beaufort Historic Preservation Commission regular meeting to order at 6:00 pm.

#### **Roll Call**

Secretary Anderson took roll and the following members were present for the meeting: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens. A quorum was declared with six members present.

Also present for the meeting were Kyle Garner, Town Attorney Jill Quattlebaum, and Laurel Anderson.

#### **Agenda Approval**

Chair McCune asked if there were any changes to the Agenda and hearing none, asked for a motion.

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

*Voting yea: Chair McCune, Vice-Chair Flowers, Member Cummins, Member Huckabee, Member Hunsucker, Member Stephens*

#### **Minutes Approval**

1. HPC Draft Minutes for 6.7.22

Chair McCune asked if there were any changes or corrections to the June 7, 2022 meeting minutes. Hearing none, she asked for a motion to accept the minutes as written.

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

*Voting yea: Chair McCune, Vice-Chair Flowers, Member Cummins, Member Huckabee, Member Hunsucker, Member Stephens*

## Administration of Oaths

Secretary Anderson administered the Oath to Kyle Garner and the following applicants:

Robbin Roddewig, 608 Broad Street

George Littlewood, 113 Front Street

Page Littlewood, 113 Front Street

## Items of Consent

1. Approval of the Orders for 113 Broad Street, 310 Ann Street & 308 Ann Street – Certificates of Appropriateness

*Member Huckabee made the motion to recommend approval of the Orders for #22-13, #22-18, and #22-17 and Vice-Chair Flowers made the second. Chair McCune took a vote that was unanimous.*

*Voting yea: Chair McCune, Vice-Chair Flowers, Member Cummins, Member Huckabee, Member Hunsucker, Member Stephens*

## New Business

1. Case #22-19 608 Broad Street - Roofing

Chair McCune introduced Case #22-19 and Mr. Garner gave an overview of the request for a change in COA previously approved roofing by Robbin Roddewig of 608 Broad St. In the April 2021 meeting the Commission approved the partial demo of the structures at 608 Broad St. Since that meeting the owner has completed their demo portion and now is requesting renovations of the remaining structure. In October 2021 the Commission approved the renovation of the structure to include at the time a metal roof. The applicant is now requesting a change to an architectural asphalt shingle roof.

The applicant, Robbin Roddewig, showed the Board the prospective materials to be used on the project, including a shingle roof sample, and explained that the cost of the approved metal roof was prohibitive and he was now requesting a shingle roof. He pointed out that during renovations, wood shingles had been uncovered under the existing metal roof and he would attempt to match them with asphalt shingles, without changing the roofline and preserving the chimney.

*Hearing no further questions Chair McCune asked for motion for a Finding of Fact for Case #22-19 and Member Stephens made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #22-19, 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 6.1.1 and 6.1.3.*

*Member Cummins made the second. Chair McCune took a vote that was unanimous.*

*Voting yea: Chair McCune, Vice-Chair Flowers, Member Cummins, Member Huckabee, Member Hunsucker, Member Stephens*

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #22-19.

*Vice-Chair Flowers 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 #22-19 be issued for the proposed work.*

*Member Stephens made the second. Chair McCune took a vote that was unanimous.*

*Voting yea: Chair McCune, Vice-Chair Flowers, Member Cummins, Member Huckabee, Member Hunsucker, Member Stephens*

Chair McCune then declared Case #22-19 closed.

2. Case #22-20 113 Front Street - Fencing

Chair McCune introduced Case #22-20 and asked Mr. Garner for an overview of the application. He stated that in March 2021 this property received a COA for exterior renovations, and in April 2022 it received a COA for landscaping and fencing on the northern property. The current COA request is for a Beaufort Style Fence at 36" high per the application for the southern property.

Chair McCune invited the applicants to further explain their request. Mrs. Littlewood explained that due to safety issues and liability they were now requesting the addition of the fence. Chair McCune pointed out that the application showed the fence would be 36" high and made of wood.

*Hearing no further questions Chair McCune asked for motion for a Finding of Fact and Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #22-20, 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: Fences and Wall Guidelines 8.2.2 and 8.2.3.*

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

*Voting yea: Chair McCune, Vice-Chair Flowers, Member Cummins, Member Huckabee, Member Hunsucker, Member Stephens*

*Member Stephens made a motion for approval of 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 #22-20 be issued for the proposed work.*

*Vice-Chair Flowers seconded the motion. Chair McCune took a vote that was unanimous.*

*Voting yea: Chair McCune, Vice-Chair Flowers, Member Cummins, Member Huckabee, Member Hunsucker, Member Stephens*

Chair McCune then declared Case #22-20 approved and closed.

## **Commission / Board Comments**

Chair McCune asked if there were any Board comments, during which the Board discussed procedural issues, guidelines, Board training or a workshop, new materials used for historic renovations, and how to handle COA violations.

Chair McCune pointed out that the historic district in Beaufort is a small, very special district in which buying property is a privilege, and the rules in the Historic District must be followed just like buying property in other areas.

Town Attorney Jill Quattlebaum noted that the Board had the authority to revoke a COA, and it could be enforced through the inspection department. She also stated that all applications were judged independently of one another.

Chair McCune stated that it was very important that the Board always keep a tone of respect towards applicants and a professional bearing during the meetings, and that all applicants feel respected and treated fairly.

## **Staff Comments**

Mr. Garner said that Certified Local Government training would be coming up in September in Swansboro. He also stated that the new fee schedule was in effect and Minor Works applications were now \$50.00 and Certificate of Appropriateness applications were now \$250.00. He pointed out that he tried to make sure all applications were complete but sometimes insufficient information was given by applicants, even when he informed them their application was incomplete.

## **Adjourn**

Chair McCune asked for a motion to adjourn the meeting.

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

*Voting yea: Chair McCune, Vice-Chair Flowers, Member Cummins, Member Huckabee, Member Hunsucker, Member Stephens*

Chair McCune declared the July 5, 2022 meeting adjourned.

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Chair, Joyce McCune

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Board Secretary, Laurel Anderson