



## **Town of Beaufort, NC**

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### **Town of Beaufort Historic Preservation Regular Meeting 6:00 PM Tuesday, January 3, 2023 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Minutes**

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#### **Call to Order**

Chair McCune called the January 3, 2023 Beaufort Historic Preservation Commission regular meeting to order at 6:00 pm.

#### **Administration of Oaths**

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

#### **Roll Call**

Members Present: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens

Members Absent: Vice-Chair Flowers, Bradley Hedrick

A quorum was declared with five members present.

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

#### **Agenda Approval**

Chair McCune noted that Case #22-35 would be removed from the Agenda and moved to the February Agenda due to illness.

*Member Cummins made the motion to approve the Agenda as updated to remove Case #22-35 and adding Front St to the Case #23-37 description. Member Stephens made the second and Chair McCune took a vote that was unanimously approved.*

*Voting yea: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens*

#### **Minutes Approval**

1. HPC Draft Minutes for 12.6.22

*Member Huckabee made the motion to approve the Minutes and Member Stephens made the second. Chair McCune took a vote that was unanimously approved.*

*Voting yea: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens*

## Items of Consent

*Member Hunsucker made the motion to approve the Orders for Case #22-30 400 Front St, Case # 22-31 214 Orange St, and Case #22-33 118 Orange St, and Member Huckabee made the second. Chair McCune took a vote that was unanimously approved.*

*Voting yea: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens*

## New Business

### 1. Case #22-32; 615 Ann Street – Landscaping

Chair McCune introduced Case #22-32 and Secretary Anderson administered the Oath to the applicant, Becky Oxholm. Mr. Garner explained that this request involves installation of a landscaping retaining wall adjacent to the driveway.

Ms. Oxholm explained that runoff from the roof washes soil into her driveway and requested 8” edging along the driveway, and the narrow edge of the bricks would form the top of the edging.

*Hearing no further questions Chair McCune asked for a motion for a Finding of Fact for Case #22-32 and Member Stephens made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #22-32, 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 8.1.5 and 8.2.4.*

*Member Cummins made the second and Chair McCune took a vote.*

*Voting yea: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens*

Chair McCune then asked for a motion to approve a Certificate of Appropriateness (COA) for Case #22-32.

*Member Cummins 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 #22-32 be issued for the proposed work.*

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

*Voting yea: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens*

Chair McCune then declared Case #22-32 closed.

### 2. Case #22-34; 201 Front Street – Fence

Chair McCune introduced Case #22-34 and asked if the applicant would be presenting. As the applicant or a representative was not at the meeting she asked for a motion to table the application until the next meeting.

*Member Huckabee made the motion to table the application and Member Stephens made the second. Chair McCune took a vote that was unanimously approved.*

*Voting yea: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens*

3. Case #22-36; 305 Moore Street – Accessory Structure

Chair McCune introduced Case #22-36 and Secretary Anderson administered the Oath to the applicant's contractor, Archie Davis. Mr. Garner explained that the applicant wanted to delete the previously approved garage door and replace the door with two windows and a walk-in door for the approved rear accessory structure.

There was a short discussion about the doors and Chair McCune noted that the building could not easily be seen from the street.

*Hearing no further questions Chair McCune asked for a motion for a Finding of Fact for Case #22-36 and Member Stephens made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #22-36, 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 8.1.13, Window and Door Guidelines 6.4.7, 6.4.10.*

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

*Voting yea: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens*

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #22-36.

*Member Huckabee 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 #22-36 be issued for the proposed work.*

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

*Voting yea: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens*

Chair McCune then declared Case #22-36 closed.

4. Case #22-37; 510 Front Street – Doors, Windows & Signage

Chair McCune introduced Case #22-37 and Secretary Anderson administered the Oath to the applicant, Jeff Adams. Mr. Garner explained that the applicant requested to install a 14.6 sq. ft. sign made of high-density urethane, install a new door at Front Street entrance to units above and replace four (4) windows on rear (waterside) that open. The total signage allowed for the Front Street side is 200 sq. feet. In 2021 a COA was granted for a new 16 sq. ft sign facing Front (Beaudega), in 2017 a COA was granted for a new 16 sq. ft. sign facing Front (Black Sheep), in 2017 a COA was granted to install 3 retractable awnings on upper units, in 2010 a COA was granted for a 16 sq. ft. sign (Queen Annes Revenge). Other COAs have been granted for this building going back to 2003 and mostly for signage for businesses and for the screening fence on the east side of the structure next to the Boardwalk.

Member Hunsucker asked which colors were acceptable in the guidelines, and Mr. Garner explained that basic colors were usually approved. Mr. Adams explained that the existing windows are fiberglass and the trim will be the same. He showed the Board a color chip of the requested green paint. Mr. Adams stated that there are 56 windows and he is requesting to change four windows. Chair McCune pointed out that under the current guidelines grilles between glass are not usually approved, but as the building is not historic and all of the existing windows have grilles between glass, uniformity for all windows would be preferable.

*Hearing no further questions Chair McCune asked for a motion for a Finding of Fact for Case #22-37 and Member Stephens made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #22-37, 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, Window and Door Guidelines 6.4.3, 6.4.7, 6.4.10, with the understanding that the trim on the new door to be installed will match the existing door, and the new door will match the existing door.*

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

*Voting yea: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens*

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #22-37.

*Member Huckabee 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 #22-37 be issued for the proposed work, with the following conditions: that the trim on the new door to be installed will match the existing door, and the new door will match the existing door.*

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

*Voting yea: Chair McCune, Bradley Cummins, Ian Huckabee, Tammy Hunsucker, and John Stephens*

Chair McCune then declared Case #22-37 closed.

#### **Commission / Board Comments**

- a. Member Hunsucker asked when the updated guidelines would be coming before the commission.
- b. Chair McCune asked if newer members could review the proposed guidelines.

#### **Staff Comments**

- a. Mr. Garner stated that Mr. John Wood of the State Preservation Office would return in March or April 2023 for a workshop with the HPC covering proposed updates to the Historic Standards, and there would be a resiliency component to be adopted into the revised standards and the Town of Beaufort would be the first historic district to incorporate the resiliency standards.
- b. He explained that paint colors in the historic district are approved on a case-by-case basis as paint color names change frequently.
- c. Chair McCune noted that Swansboro had signs delineating the historic district and requested the Board look into signs for Beaufort's historic district, and Mr. Garner recommended requesting funding for the next fiscal year from the Board of Commissioners for the signs.
- d. Mr. Garner reminded the Board about the potential cemetery workshop in the spring, and proposed a public information meeting to inform, engage, and educate the community regarding historic preservation.

## **Adjourn**

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

*Voting yea: Chair McCune, Bradley Cummins, Bradley Hedrick, Tammy Hunsucker, and John Stephens*

Chair McCune declared the January 3, 2023 meeting adjourned.

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Chair, Joyce McCune

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Board Secretary, Laurel Anderson