



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, June 4, 2024 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair McCune called the June 4th, 2024 Beaufort Historic Preservation Commission regular meeting to order at 6:00 p.m.

Roll Call

Members Present: Joyce McCune, Chair; Bradley Cummins, Jonathan Haas, Tammy Hunsucker, Jessica Sabiston

Members Absent: Bradley Hedrick, Vice-Chair; Marissa Morris

A quorum was declared with five members present.

Staff Present: Mr. Kyle Garner, Planning Director, Ms. Jill Quattlebaum, Town Attorney; Ms. Laurel Anderson, Board Secretary

Agenda Approval

Member Cummins made the motion to approve the Agenda and Member Haas made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Bradley Cummins, Jonathan Haas, Tammy Hunsucker, Jessica Sabiston

Minutes Approval

Member Sabiston made the motion to approve the May 7th, 2024 Minutes as presented and Chair McCune made the second and took a vote that was unanimously approved.

Voting yea: Chair McCune, Bradley Cummins, Jonathan Haas, Tammy Hunsucker, Jessica Sabiston

Administration of Oaths

Chair McCune gave the Quasi-Judicial Statement as follows: This hearing is a quasi-judicial evidentiary hearing. That means it is like a court hearing. State law sets specific procedures and rules concerning how this board must make its decision. The board must base its decision upon competent, relevant and substantial evidence in the record.

A quasi-judicial decision is not a popularity contest. It is a decision constrained by the standards in the ordinance and based on the facts presented. All applications for Certificates of Appropriateness must be consistent with the Design Guidelines for the Beaufort Historic District & Landmarks; however, regardless of compliance with these Design Guidelines, the HPC will not approve a COA that is not congruous with the special nature of the Beaufort Historic District as a whole. If you will be speaking as a witness, please focus on the facts and standards, not personal preference or opinion. Participation is limited. This meeting is open to the public. Everyone is welcome to watch. Parties with standing have rights to participate fully. Parties may present evidence, call witnesses and make legal arguments. Parties are limited to the applicant, the local government and individuals who can show they will suffer special damages. Other individuals may serve as witnesses when called by the board. For certain topics, this board may hear opinion testimony from expert witnesses. Individuals providing expert opinion must be qualified as experts and provide the factual evidence upon which they base their expert opinion. Witnesses must swear or affirm their testimony. At this time, we will administer the oath for all individuals who intend to provide witness testimony.

Secretary Anderson then administered the Oath to Kyle Garner.

Items of Consent

1. Approval of the Orders for Case # 23-34 122 Queen Street, Case # 24-05 112 Moore Street, Case # 24-11 116 Queen Street, Case # 24-12 523 Front Street, Case # 24-13 112 Gallants Lane – Certificates of Appropriateness (COA)

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

Voting yea: Chair McCune, Bradley Cummins, Jonathan Haas, Tammy Hunsucker, Jessica Sabiston

New Business

1. Case #24-14; 400 Front Street – Windows & Exhaust Fans

Chair McCune introduced Case #24-14 and asked if any members needed to recuse themselves and hearing none, she asked for the Staff Report. Mr. Garner requested that all staff reports and all the materials in the agenda packet be included as part of the record. He stated that this request was to install windows and an exhaust fan at 400 Front Street. In February 2019 a COA was issued for a major renovation that included new windows, doors, decking and railing, in October 2020 a COA was issued for an extension of the rear second story (waterside) roof, and also in October 2020 a COA was issued for a multi-tenant signage plan.

Mr. Garner stated a couple of ongoing issues with the building noting that the metal railings needed to be tightened up or replaced, and ADA issues with the lift chair was sometimes inoperable.

Member Cummins asked if the windows would match existing and asked how far the exhaust fan would stick out.

Secretary Anderson administered the Oath to the applicant's contractor, Pete Huffey.

Mr. Huffey addressed the existing issues and discussed the application for the new doors and exhaust fan.

Member Haas asked about the noise level of the fan and Member Cummins stated that he saw no issues with the application.

Chair McCune suggested adding Utilities Guideline 8.3.1: Locate utilities, vents and meter boxes and other utility connections in side or rear yards and screen from public view with plantings, fencing, or other means, and possibly 8.3.3: Paint meter boxes, vents, and other utility fixtures visible from the street in colors that will allow them to blend in with the historic/existing building. After discussion it was decided that 8.3.1 only would be added to the Findings of Fact.

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 #24-14. Member Cummins made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-14, move that the Commission conclude that the pending application meets the following design standards. Design Guidelines for the Beaufort Historic District and Landmarks: Window and Door Guidelines 6.4.7, 6.4.10; Historic Storefront Guidelines 6.9.1, 6.9.4; Utilities Guidelines 8.3.1.

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

Voting yea: Chair McCune, Bradley Cummins, Jonathan Haas, Marissa Morris, Jessica Sabiston

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #24-14.

Member Haas made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude 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 #24-14 be issued for the proposed work.

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

Voting yea: Chair McCune, Bradley Cummins, Jonathan Haas, Marissa Morris, Jessica Sabiston

Chair McCune then declared Case #24-14 closed and notified Mr. Haskins that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

2. Case #24-15; 100 Sunset Lane – New Garage & Driveway

Chair McCune introduced Case #24-15 and asked if any members needed to recuse themselves and hearing none, she asked for the Staff Report. Mr. Garner requested that the staff report and all the materials in the agenda packet be included as part of the record. In February 2024 the Commission issued a COA for a revised landscaping and parking plan that included a detailed fencing plan, shrub species along Sunset Lane and a new parking area near the structure. In March 2018 a COA was issued for the demolition of a house at 100 Sunset Lane and a new residential structure with garage for 120 Sunset Lane. Mr. Garner noted the previously approved garage was a much larger structure.

Member Cummins verified that the previously approved garage shown in the packet was not the requested garage and Mr. Garner verified that the garage shown in the packet was the correct one.

Secretary Anderson administered the Oath to the applicant, Jay Horton, Filter Design Studio.

Mr. Horton further explained the golf cart garage and the need to keep the golf carts off the street.

Members Haas and Cummins noted the matching colors and the sweep of the metal roof. Member Hunsucker asked if there was a change to the vegetation plan. Chair McCune asked about the landscaping and the siting of the garage and noted a concern with the previously approved landscaping plan not being followed with the wrong shrubs being installed. Mr. Horton stated on the record that he had spoken with the landscaper and the unapproved plants would be removed.

Hearing no further questions, Chair McCune asked for a motion for a Finding of Fact for Case #24-15. Member Cummins made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-15, move that the Commission concludes that the pending application meets the following design standards. Design Guidelines for the Beaufort Historic District and Landmarks: Building Placement 7.1.1, 7.1.2, 7.1.3, 7.1.4; Building Height and Scale 7.2.1, 7.2.2, 7.2.3, 7.2.4; 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 Guidelines 8.5.1, 8.5.2, 8.5.3, 8.5.4, 8.5.7; Landscaping Guidelines 8.1.1, 8.1.2, 8.1.7, 8.1.8,

8.1.11; Roof Guidelines 6.1.3; Wood Siding, Trim, and Ornament Guidelines 6.2.11; Exterior Lighting Guidelines 8.4.1, 8.4.2, 8.4.3.

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

Voting yea: Chair McCune, Bradley Cummins, Jonathan Haas, Tammy Hunsucker, Jessica Sabiston

Chair McCune made a motion to approve the Certificate of Appropriateness for Case #24-15 based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude 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 #24-15 be issued for the proposed work.

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

Voting yea: Chair McCune, Bradley Cummins, Jonathan Haas, Tammy Hunsucker, Jessica Sabiston

Chair McCune then declared Case #24-15 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.

Mr. Garner stated that the metal roof for the garage had been discussed and requested Mr. Horton to ensure that the contractor did not put a ridge on the metal roof. He also notified the Board that the property owner as well as another property owner on Sunset Lane would be re-paving Sunset Lane when their projects were completed.

Commission / Board Comments

- a. The Board thanked Staff for the great packet.
- b. Chair McCune noted a few enforcement concerns around the historic district that were being worked on by Staff. She also mentioned Dorothea Dix hospital in Raleigh which had just received a grant for restoration and noted the importance of historic preservation.

Staff Comments

- a. Mr. Garner thanked the Commission members who had participated in the recent Certified Local Government training given by the State Historic Preservation Office.
- b. Mr. Garner also discussed the movement to list the Odd Fellows Lodge on Turner Street as a building of state-wide significance.
- c. A previous applicant discussed the possibility of hearing their application during the meeting and it was decided that if their application were updated it would be heard at the next meeting.
- d. Mr. Garner notified the Commission that the HPC was in good standing with the CLG. He also noted that additional funding had been added to the budget for HPC projects, which would need to be approved by the Board of Commissioners with the rest of the budget.

Adjourn

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

Voting yea: Chair McCune, Bradley Cummins, Jonathan Haas, Tammy Hunsucker, Jessica Sabiston

Chair McCune declared the June 4th, 2024 meeting adjourned at 7:00 p.m.

Chair, Joyce McCune

Board Secretary, Laurel Anderson