



## **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, September 07, 2021 - Virtual Monthly Meeting**

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#### **Call to Order**

#### **Roll Call**

#### **Agenda Approval**

#### **Minutes Approval**

- [1.](#) August 3, 2021 Historic Commission Minutes

#### **Administration of Oaths**

#### **Public Comment**

#### **Old Business**

- [1.](#) Case 21-23 310 Ann Street- New Construction
- [2.](#) Case 21-28 204 Turner Street – New Construction

#### **New Business**

- [1.](#) Case 21-34 Install Informational Signage Topsail Park

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

#### **Staff Comments**

#### **Adjourn**



**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, August 3, 2021 - Held via Zoom due to the COVID-19 Pandemic  
Minutes**

**Call to Order**

Chair Terwilliger called the August 3, 2021 Historic Preservation Committee regular meeting to order at 6:00pm.

**Roll Call**

Present for the meeting were Chair Robert Terwilliger, John Stephens Vice –Chair Joyce McCune, Laura Sicklin, Bradley Cummins, John Flowers and Ian Huckabee. Chair Terwilliger declared a quorum with all seven members present.

Also present for the meeting were Jeremy Ganey, Kyle Garner, Jill Quattlebaum, Town Attorney, and Commissioners Marianna Hollinshed, Ann Carter & John Hagle.

**Agenda Approval**

Chair Terwilliger asked if there were any changes to the Agenda. Hearing none, the Chair asked for a motion and member McCune made the motion to approve with Member Huckabee seconding. Chair Terwilliger took a roll call vote that was unanimous.

**Minutes Approval**

Chair Terwilliger asked the Commission if there were any changes to the July 6<sup>th</sup> 2021 minutes and hearing none asked for a motion to approve. Member Flowers then made a motion to approve with Member Cummings seconding. Hearing no discussion on the motion, Chair Terwilliger took a roll call vote that was unanimous to approve the minutes from the July 6<sup>th</sup> meeting.

**Administration of Oaths**

Chair Terwilliger stated that a detailed list of the documents that would be used for deliberation and consideration could be found on page 7 of the packet.

Chair Terwilliger then read 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 wit the Design Guidelines for the Beaufort Historic District and 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 opinion. Witnesses must swear or affirm their testimony. Chair Terwilliger asked that the Oath or Affirmation be administered at this time.

Chair Terwilliger then administered the Oath to staff members, Jeremy Ganey and Kyle Garner.

**Old Business**

- 1. Case 20-15, 513 Front Street – Fence, Driveway, Landscaping, Signage & Lighting

Chair Terwilliger opened the hearing and asked if anyone was there to speak on this item. Mr. Nelson Owens stated that he was and Chair Terwilliger swore Mr. Owens in by affirmation.

Chair Terwilliger asked Mr. Garner to give a brief overview of the request. Mr. Garner stated that this request is a follow up to the request made last year when the applicant asked to return once he had approval from the State Historic Preservation Office and National Park Service for the landscaping, parking and fencing as part of the design and at that time the only item that had been approved by those two groups was the paint color.

Mr. Owens then spoke briefly about his process with the State and Park Service and how much work had been done to the structure to bring it back and was glad to answer questions.

Member Flowers asked staff if the sign was considered as one free standing sign or more because of the post having two advertisements for two separate businesses. Mr. Garner stated that based on the Land Development Ordinance that his interpretation was that it was considered as only one free standing sign but offered for a poll of the Board for their thoughts. Member Huckabee stated that he too had the same question regarding the free standing signage but was satisfied with staff's answer. Another question as to the hanging location over the sidewalk also was asked with Mr. Owens stating that the signage would only be on the property and not hang over the sidewalk. Member Stephens also brought up that the Commission also needed to apply guidelines for the lighting for the post and signage. No other member had any concerns, however Member Cummings did point out to Mr. Owens as additional business are developed in the rear of the property then signage would need to be looked at again.

Hearing no further questions Chair Terwilliger asked for motion for a finding of fact and Member Stephens made the following motion, having reviewed the record and having considered all evidence submitted and oral testimony for case #20-15, 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; Guidelines, 8.1.1, 8.1.4,8.1.5, 8.1.10, 8.2.2, 8.2.3, 8.2.4, 8.5.7, 8.6.1, 8.6.2, 8.6.5 and 8.6.7. Board Member Huckabee made the second. Chair Terwilliger then conducted a roll call vote of the members and the vote was unanimous for approval of the Findings of Fact.

Chair Terwilliger then made a motion for approval of the COA based on that the proposed project is not incongruous with the special character of the historic district as a whole and that at Certificate of Appropriateness for case #20-15 be issued for the proposed work. Member Huckabee seconded the motion. Chair Terwilliger then conducted a roll call vote of the members and the vote was unanimous for approval of the COA.

Chair Terwilliger stated that the matter had been approved and he closed case 20-15.

2. Case 21-28, 204 Turner Street – Addition

Chair Terwilliger moved to the next matter, Case 21-28, 204 Turner Street. Chair Terwilliger opened the hearing and asked if anyone was there to speak on this item. Mr. Jay Horton & Ryan Edwards stated that they were and Chair Terwilliger swore Mr. Horton and Edwards in by affirmation.

Chair Terwilliger asked Mr. Garner to give an overview of the project. Mr. Garner stated that at the July meeting this item had been tabled so that the designer could incorporate some design features as part of the Commission hearing. Mr. Garner then went on to say that some new revelations in the design were just made known that afternoon and asked Mr. Horton to discuss the new concept for the site.

At this time Mr. Horton screen shared a conceptual overhead view of the site with the main Masonic structure staying as is with a few changes to make it ADA compliant and a separate structure to house the Boutique Hotel which would be placed along the east property line near the Old Burying Grounds. Mr. Horton went on to say that his design team preferred this design and that it keeps the original structure more intact and that they were just the beginning to work on the new elevations which he hoped to have back soon before the Commission. It was also pointed out, that the new design also allowed them to pick up an additional room (14) and the original structure would be used for event space or meetings with a courtyard in between the structures used as an entry way and area for outdoor weddings.

Chair Terwilliger then asked if there were any questions or comments regarding the change in design. All the members liked the new concept and Member Stephens asked about the proposed height since there were no elevations. Mr. Edwards and Horton both stated that the height would not be above the 35 max allowance and was probably below which was also an improvement. See that there were no further questions Chair Terwilliger asked for a vote to Table the item at the recommendation of the Town Attorney. Member Stephens then made a motion to table the item until such time the applicant was ready to bring it back for a COA. Member Flowers seconded the motion and Chair Terwilliger then conducted a roll call vote of the members and the vote was unanimous to table the item until such time the applicant was ready to bring it back before the Commission for approval.

Chair Terwilliger then closed discussion on case 21-28.

**New Business**

3. Case 21-23, 310 Ann Street – New Construction

Chair Terwilliger opened the hearing for Case # 21-23 and asked if anyone was there to speak on this item. Mr. Walter Harris stated that he was and Chair Terwilliger swore Mr. Harris in by affirmation. Chair Terwilliger then asked Mr. Garner to give an overview from the Town's position. Mr. Garner stated that the property was one of the vacant lots once owned by the Baptist Church and that Mr. Harris had submitted an application for a single-family dwelling with a garage in the rear.

Chair Terwilliger then asked for Board comments. Several members mentioned the porch railing and design and while others pointed to the railings at 400 Front Street as an example as ones existing in the district. Another item of discussion was the proposed fence and gate which was proposed up to six feet on the side with a four foot height at the gate, which could be seen from the street. In keeping with the fence Member Flowers pointed out that a fence would be needed because of the proposed pool in the rear yard and Mr. Ganey confirmed a minimum height of 4 feet per code.

Following the fence and gate discussion was the roof detail. Several members pointed out that there was not enough information regarding the standing seam metal roof. Mr. Harris looked for a specifications sheet to share with the Commission but could not find what was

needed. After some discussion Mr. Harris asked if the Commission would consider approving everything else except for the roof and that he would bring that item back at the next meeting or soon thereafter. Chair Terwilliger took a poll of the members who were in favor and asked for a motion on the findings of fact.

Board Member Stephens made the following motion; having reviewed the record and having considered all evidence submitted and oral testimony for case #21-23, I 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; Guidelines, 7.1.1, 7.1.2, 7.1.3, 7.1.4, 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.3.1, 7.3.2, 7.3.3, 7.4.1, 7.4.2, 7.5.1, 7.6.1, 7.6.2, 7.6.3, 7.7.1, 8.5.1, 8.5.2, 8.5.3, 8.5.4, 8.5.7, 8.3.1, 8.3.6, 8.4.1, 8.4.2, 8.4.3, 8.1.8, 8.1.13, 8.2.2 & 8.2.3 Member Flowers seconded the motion. A roll call vote was conducted by Chair Terwilliger and the vote was unanimous to approve the Findings of Fact as stated.

Chair Terwilliger then made a motion for a COA 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 at Certificate of Appropriateness for case #21-30 be issued with the condition that the applicant submit the specifications for the standing seam roof by the next meeting. Member Stephens made the second. A roll call vote was conducted by Chair Terwilliger and the vote was unanimous, to approve the issuance of the Certificate of Appropriateness with the conditions that were referenced.

Chair Terwilliger closed case 21-23.

4. Case 21-30, 100 Cedar Street – Signage

Chair Terwilliger opened the hearing for Case # 21-30 and asked if anyone was there to speak on this item. Mr. Jerry Gaskill stated that he was and Chair Terwilliger swore Mr. Gaskill in by affirmation. Chair Terwilliger then asked Mr. Garner to give an overview from the Town’s position. Mr. Garner stated that the sign proposed is actually smaller than originally approved at a different locations and that since the building was a metal commercial building and not historic the sign should be ok. At this point Chair Terwilliger stated that this request was pretty straight forward and that unless anyone had any questions he would ask for a motion of Finding of Fact.

Hearing no discussion Member Stephens made the following motion; having reviewed the record and having considered all evidence submitted and oral testimony for case #21-23, I 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; Guidelines, 8.6.1, 8.6.2, 8.6.3 & 8.6.5 Vice-Chair McCune seconded the motion. A roll call vote was conducted by Chair Terwilliger and the vote was unanimous to approve the Findings of Fact.

Mr. Stephens then made the motion for a COA 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 at Certificate of Appropriateness for case #21-30 be issued for the proposed work. Member Huckabee made the second. A roll call vote was conducted by Chair Terwilliger and the vote was unanimous, to approve the issuance of the Certificate of Appropriateness with the condition that were referenced.

Chair Terwilliger closed case 21-30.

5. Case 21-31, 300 Front Street – Signage

Chair Terwilliger opened the hearing for Case # 21-31 and asked if anyone was there to speak on this item. Mr. Mike Carithers stated that he was and Chair Terwilliger swore Mr. Carithers in by affirmation. Chair Terwilliger then asked Mr. Garner to give an overview from

the Town's position. Mr. Garner stated that the sign proposed was a replacement sign of the same size and colors and a metal composite material and that the text was the only thing that changed and it was hanging from the original bracket. At this point Chair Terwilliger stated that this request was pretty straight forward and that unless anyone had any questions he would ask for a motion of Finding of Fact.

Hearing no discussion Member Stephens made the following motion; having reviewed the record and having considered all evidence submitted and oral testimony for case #21-31, I 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; Guidelines, 8.6.1, 8.6.2, 8.6.3 & 8.6.5 Member Cummings seconded the motion. A roll call vote was conducted by Chair Terwilliger and the vote was unanimous to approve the Findings of Fact as stated.

Mr. Stephens then made the motion for a COA 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 at Certificate of Appropriateness for case #21-31 be issued for the proposed work. Member Flowers made the second. A roll call vote was conducted by Chair Terwilliger and the vote was unanimous, to approve the issuance of the Certificate of Appropriateness with the condition that were referenced.

Chair Terwilliger closed case 21-31.

6. Case 21-32, 617 Front Street – Signage

Before opening the hearing for the next case Member Sicklin as to be recused from discussion since she had a conflict of interest. Chair Terwilliger asked the members to vote on the recusal and it was unanimous and at this point Ms. Sicklin left the meeting.

At this point Chair Terwilliger opened the hearing for Case # 21-32 and asked if anyone was there to speak on this item. Mr. Chris Grubbs of Hilton Displays on behalf of Truist stated that he was and Chair Terwilliger swore Mr. Grubbs in by affirmation. Chair Terwilliger then asked Mr. Garner to give an overview from the Town's position. Mr. Garner stated that the applicant was proposing a 24 sq. ft. freestanding sign along Front Street at 8.33 feet tall. A 12 sq. ft. freestanding sign along Pollock Street at 8.33 feet tall and two attached wall signs of 4.16 square feet each, with one on Front Street and one on Pollock Street and pointed out that the Land Development Ordinance allowed for a free standing sign on each street so the site could have two freestanding signs.

Chair Terwilliger once again stated that this request was pretty straight forward and that unless anyone had any questions he would ask for a motion of Finding of Fact.

Mr. Grubbs then asked the Commission on their preference material of either sandblasted wood or composite material to be made to look like wood. Member Stephens suggested the composite and the other commission members concurred.

Hearing no discussion Member Stephens made the following motion; having reviewed the record and having considered all evidence submitted and oral testimony for case #21-32, I 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; Guidelines, 8.6.1, 8.6.2, 8.6.3, 8.6.5 & 8.6.7 Member Flowers seconded the motion. A roll call vote was conducted by Chair Terwilliger and the vote was unanimous to approve the Findings of Fact as stated.

Mr. Stephens then made the motion for a COA 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 at Certificate of Appropriateness for case #21-32 be issued for the proposed work. Member Flowers made the second. A roll call vote was conducted by Chair Terwilliger and the vote was unanimous, to approve the issuance of the Certificate of Appropriateness with the condition that were referenced.

Chair Terwilliger closed case 21-32.

**Public Comment**

There was no public comment.

**Commission / Board Comments**

Chair Terwilliger asked if there were any comments and Member Flowers posed the question to the Commission on how to handle issues like 514 Front Street where work began prior to COA. Chair Terwilliger suggested to the Commission that in the future the process should be that the applicant go before the Commission first and that if the State or National Park Service recommendation was different then the applicant should then come back and share their response rather than being the last group to review, the Commission, would be the first. With no other comments Chair Terwilliger asked for staff comments.

**Staff Comments**

Mr. Garner stated that things were progressing with the Design Standards and if all went well the draft would be before the Commission at their October Meeting with potential approval by the Board of Commissioners in November. Staff had no further comments.

**Adjourn**

Chair Terwilliger asked for a motion to adjourn the meeting. Member Stephens made the motion and Chair Cummings made the second. Chair Terwilliger conducted a roll call vote and it was a unanimous vote to adjourn the meeting.

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Robert Terwilliger, Chair

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Denice Winn, Board Secretary



**Town of Beaufort, NC**

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**Town of Beaufort Historic Preservation Commission Regular Meeting  
6:00 PM Tuesday, September 7, 2021 – Via Zoom**

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**AGENDA CATEGORY:** Old Business  
**SUBJECT:** Case 21-23 310 Ann Street- New Construction

**BRIEF SUMMARY:**

At last month’s HPC meeting the Commission approved the COA for the construction of the single family dwelling except for the roofing and asked the applicant to submit roof information at the next meeting for consideration by the Commission.

**REQUESTED ACTION:**

Conduct Quasi- Judicial Hearing

**EXPECTED LENGTH OF PRESENTATION:**

10 Minutes

**SUBMITTED BY:**

Kyle Garner

**BUDGET AMENDMENT REQUIRED:**

N/A



# BHPC STAFF REPORT



**To:** BHPC Members  
**From:** Kyle Garner, Planning Director  
**Date:** August 18, 2021  
**Case No.** 21-23

**Request:** Standing Seam Roof detail for 310 Ann Street  
**Applicant** Stephen Walker Harris  
 2816 Chelsea Circle  
 Durham, NC 27707

**Property Information:**

**Owners:** Same  
**Location:** 310 Ann Street  
**Parcel Id #** 730617103685000

**Project Information:**

At last month’s HPC meeting the Commission approved the COA for the construction of the single family dwelling except for the roofing and asked the applicant to submit roof information at the next meeting for consideration by the Commission.

**Proposed Work:**

- Standing Seam Metal Roof for 310 Ann Street

**Material:**

- See Attached Exhibit for Details

**Color:**

- See Attached Exhibit from Applicant for Details

**Attachments:**

- Property location map
- Adjacent property owners information
- COA application materials from Applicant (including attached exhibit)

## New Construction Guidelines

### Materials

7.3.1 Keep the siding and trim material of the proposed building consistent with materials traditionally used on the immediate block and in the historic district. Wood siding, wood shingles, and brick, were common sheathing materials and should be used.

7.3.2. The use of substitute products such as vinyl, aluminum and pressed board siding and other modern day products marketed to imitate traditional building materials are not allowed. Smooth fiber cement siding may be used on a case by case basis. Use of fiber-cement lap siding may be approved for use on new structures. In all circumstances every effort shall be made to ensure that new structures and the application of modern day products achieve compatibility with existing historic buildings that define the character of the Beaufort Historic District.

7.3.3 Use materials in traditional ways. New materials should appear as if they were applied in a traditional manner so as to convey the same visual appearance as historically used and applied building materials.

**Kyle Garner**

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**From:** Jeremy Ganey  
**Sent:** Wednesday, August 18, 2021 1:18 PM  
**To:** Kyle Garner  
**Subject:** FW: 310 Ann Street - Metal Roof Information for COA

*Jeremy Ganey*  
Building Inspector / Sr.Code Enforcement  
Town of Beaufort  
(252) 528-8772  
701 Front St 28516



E-mail correspondence to and from this email address may be subject to the North Carolina Public Records Law and shall be disclosed to third parties when required by the statutes (G.S. 132-1).

**From:** Walker Harris [mailto:walkerharris6@gmail.com]  
**Sent:** Thursday, August 12, 2021 7:18 AM  
**To:** Kyle Garner <k.garner@beaufortnc.org>; Jeremy Ganey <j.ganey@beaufortnc.org>  
**Subject:** 310 Ann Street - Metal Roof Information for COA

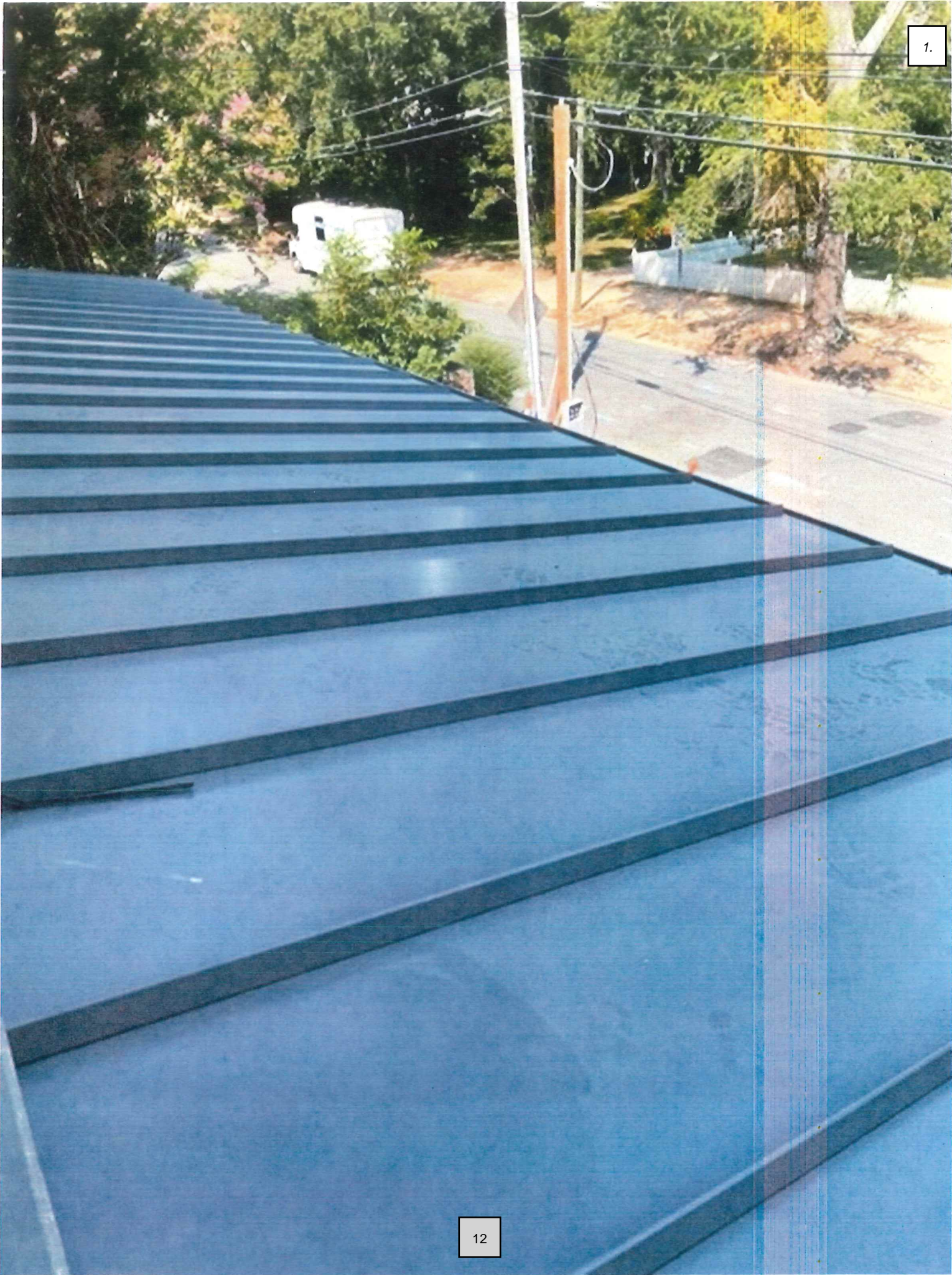
Kyle and Jeremy,

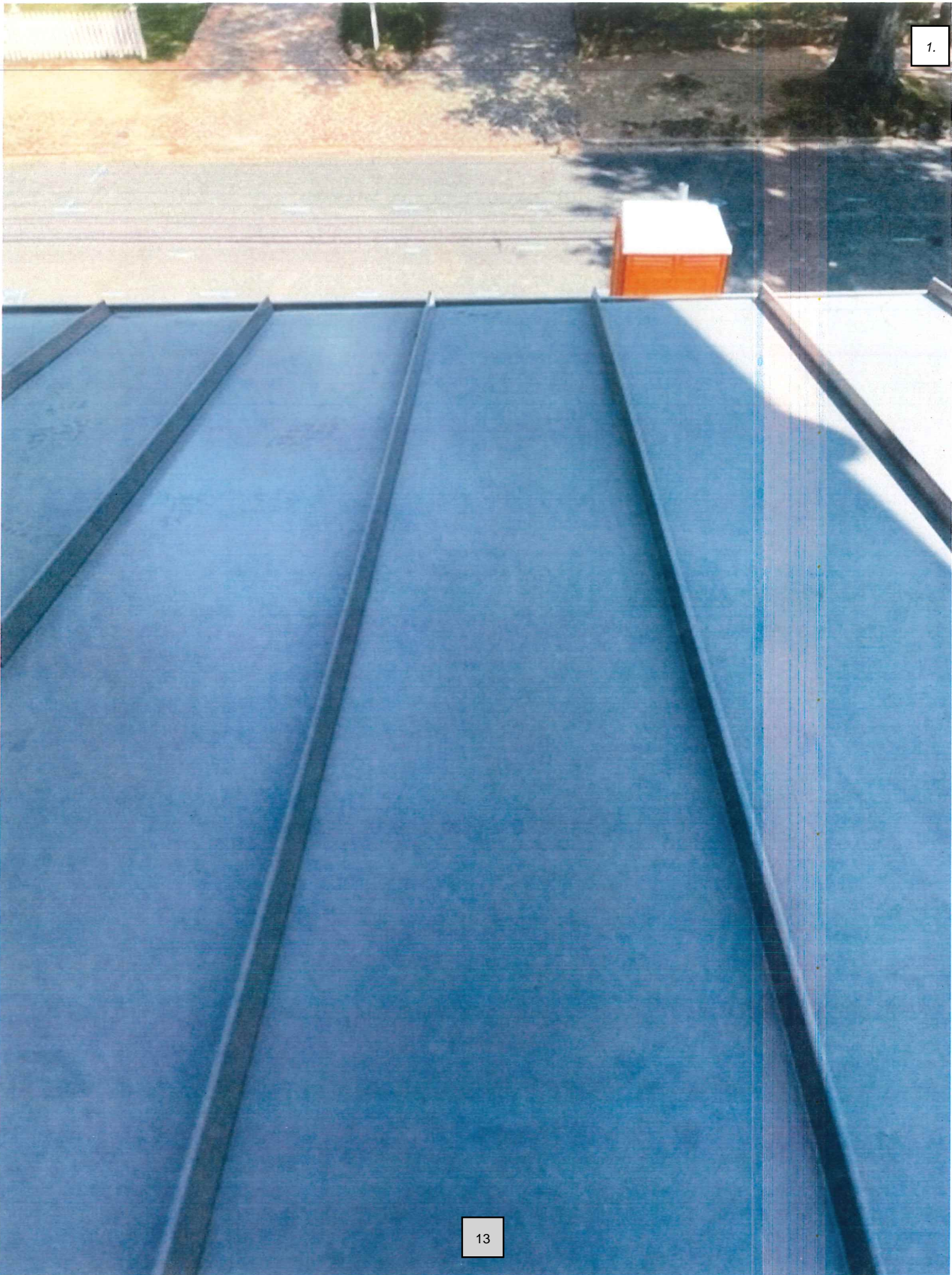
Thanks again for your help and guidance on our COA process a few weeks ago. I'm glad the board allowed us to proceed with everything except for the metal roof details.

Here are 3 photos from one of our current jobs in Chapel Hill's Historic District that I was planning to do in Beaufort (same color, same details and same metal roofing contractor). The panel spacing is roughly 14" between each seam and the seams are roughly 1 1/2" tall.

Please let me know what I need to do for the COA process on this remaining item.

Thanks,  
Walker Harris









**Town of Beaufort, NC**

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**Town of Beaufort Historic Preservation Commission Regular Meeting  
6:00 PM Tuesday, September 7, 2021 – Virtual**

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**AGENDA CATEGORY:** Old Business  
**SUBJECT:** Case 21-28 204 Turner Street – New Construction

**BRIEF SUMMARY:**

Last month this item was tabled to give the applicant the opportunity to revise their plans for a new concept that included keep the original structure mostly intact (except for a non-historic rear addition) and a separate new structure that would match the existing structure. The applicant has revised their plans to now show these changes in the original application.

**REQUESTED ACTION:**

- Board Consideration
- Finding of Facts
- Decision on COA

**EXPECTED LENGTH OF PRESENTATION:**

20 Minutes

**SUBMITTED BY:**

Kyle Garner

**BUDGET AMENDMENT REQUIRED:**

N/A



# BHPC STAFF REPORT



**To:** BHPC Members  
**From:** Kyle Garner, Planning Director  
**Date:** August 30, 2021  
**Case No.** 21-28

**Request:** New Construction (Commercial)  
**Applicant** Filter Design Studio, PLLC (Jay Horton)  
 204 Turner Street  
 Beaufort, NC 28516

**Property Information:**

Owners: Paul Snow (Under Contract)  
 Location: 204 Turner Street  
 Parcel Id #: 730617107777000

**Project Information:**

DURING THE AUGUST 3<sup>RD</sup> MEETING THE APPLICANT PRESENTED A NEW CONCEPT THAT WOULD KEEP THE ORIGINAL STRUCTURE INTACT (EXCEPT FOR THE REMOVAL OF A NON-HHISTORIC ADDITION) WHILE CREATING A NEW STRUCTURE THAT WOULD COMPEMENT THE EXISTING STRUCTURE AND MEET THEIR PROPOSED GOAL.

THE APPLICANT HAS SINCE REVIEWED THEIR PLANS AND WOULD LIKE TO SUBMIT THE REVISED PLANS AS THE OFFICIAL PLANS FOR THE COMMISSION TO CONSIDER.

**Proposed Work:** See Attached Application

**Attachments:**

- Vicinity Map
- Adjacent Property Owners
- COA application materials from Applicant

## New Construction Guidelines

### Building Placement

7.1.1 Maintain a similar front, side, and rear yard setback to other contributing historic buildings on the block and/or side of the street.

7.1.2 Maintain the pattern of building, separation and lot coverage that is found on the block and/or side of the street.

7.1.3 Place outbuildings and accessory structures in side and rear yards. Avoid locations that obscure the principle building's prominent features or significant site features.

7.1.4 Minimize ground disturbance during new construction to avoid unnecessary damage to unknown archaeological resources.

### Building Height/Scale

7.2.1 New construction shall not exceed thirty-five feet in height.

7.2.2 Make the scale of the proposed building compatible with the scale of contributing structures on the block or side of street.

7.2.3 Design the proportion (the ratio of height to width) of the proposed new building and its architectural elements to be consistent with the proportion of contributing buildings and their associated architectural elements on the block or side of street.

7.2.4 Use windows and doors in new construction that are compatible in proportion, shape, location, pattern, and size with windows and doors of contributing buildings on the block or side of street.

### Materials

7.3.1 Keep the siding and trim material of the proposed building consistent with materials traditionally used on the immediate block and in the historic district. Wood siding, wood shingles, and brick, were common sheathing materials and should be used.

7.3.2. The use of substitute products such as vinyl, aluminum and pressed board siding and other modern day products marketed to imitate traditional building materials are not allowed. Smooth fiber cement siding may be used on a case by case basis. Use of fiber-cement lap siding may be approved for use on new structures. In all circumstances every effort shall be made to ensure that new structures and the application of modern day products achieve compatibility with existing historic buildings that define the character of the Beaufort Historic District.

7.3.3 Use materials in traditional ways. New materials should appear as if they were applied in a traditional manner so as to convey the same visual appearance as historically used and applied building materials.

## Details

7.4.1 Use of architectural details on the building that complement the architectural details of contributing structures on the block and/or side of the street.

7.4.2 Provide a date brick or other exterior date identification marker on all new construction to assist future generations in the dating of buildings.

## Texture and Color

7.5.1 Create in new construction a similar degree of texture that is found in contributing buildings in the historic district. Texture is the relief on a building surface that is achieved through use and interaction of a variety of building materials and shapes. Materials such as weatherboard siding, decorative fish-scale shingles and bead-board porch ceilings are examples of wooden architectural elements that have different physical and visual qualities and contribute to the texture of a building surface.

## Form and Rhythm

7.6.1 Design new construction that reflects the basic shapes and forms on the block and in the historic district.

7.6.2 Maintain consistency with style of buildings and contributing structures found on the block a/or side of street. Roof forms commonly found in the historic district include gable varieties with an average pitch of 7/12 or greater and hipped roofs in the residential areas and flat roofed buildings in the late 19<sup>th</sup> and early 20<sup>th</sup> century commercial downtown.

7.6.3 Maintain similar percentages and patterns of window and door openings consistent with the style of buildings. Openings which vary considerably from the established patterns found on the block in which the new construction is placed will tend to have a disruptive effect on the desired harmony of the streetscape.

## Landscaping

7.7.1 Retain and protect mature trees during construction.

## Outside Utilities Guidelines

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.

## Landscaping Guidelines

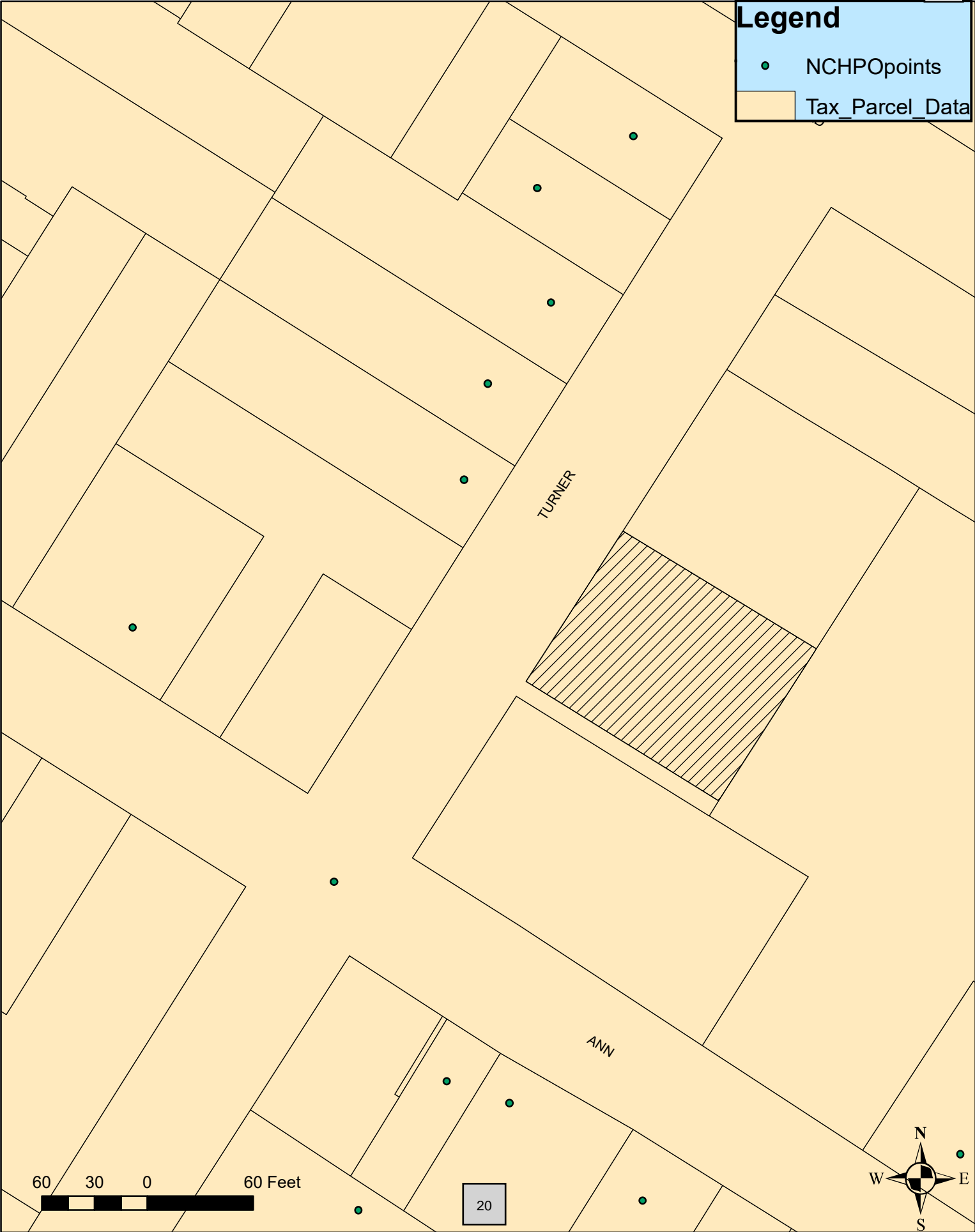
8.1.2. Preserve and maintain the individual components and historic features that contribute to Beaufort's historic character, including: mature trees, ornamental trees, and hedge rows.

8.1.8. New construction and additions should be sited in locations that will not require the removal of mature plantings, if possible.

# BHPC Case 21-28 - Addition - 204 Turner Street

**Legend**

- NCHPOpoints
- Tax\_Parcel\_Data



<u>OWNER</u>	<u>MAIL_HQ1</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>IL_ST</u>	<u>MAIL_Z1</u>	<u>MAIL_ADD2</u>
BRENNAN,DAVID ETUX SHELLY	207	TURNER STREET	BEAUFORT	NC	28516	
CARTERET COUNTY	302	COURTHOUSE SQUARE	BEAUFORT	NC	28516	SUITE 200
FIRST BAPTIST CHURCH BEAUFORT	403	ANN STREET	BEAUFORT	NC	28516	
HUCKABEE,IAN DOUGLAS ETUX TRAC	313	ANN STREET	BEAUFORT	NC	28516	
LOUDEN,FLORA LEA	101	STURBRIDGE ROAD	RALEIGH	NC	1551 27615	C/O JAMES W ANKENY
WILSON,ROBERT MANTON L/T	209	TURNER ST	BEAUFORT	NC	28516	

# Application Certificate of Appropriateness Renovation & Addition – 204 Turner Street



Applicant  
Design Professional  
Contractor

Filter Design Studio, P.L.L.C.  
Filter Design Studio, P.L.L.C.  
Yates-Greene



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2. Project Description
3. Adjacent Property Owners
4. Photos of streetscape, site, and existing buildings to be impacted
5. Site Plans, Elevations, Sections, & Details
6. Proposed Materials of construction
7. Description of planned demolition
8. Indication of all trees to be removed – see 4,7
9. Exterior paint/color samples – see 6
10. All types of building material samples – see 6

**CERTIFICATE OF APPROPRIATENESS APPLICATION  
FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT**



**Instructions:**

Please complete the application below and include all attachments as noted on page 2 of this application along with a **\$50.00 application fee** and return to the Beaufort Town Hall; 701 Front Street or P.O. Box 390, Beaufort, N.C. 28516. Incomplete applications will not be processed and **will be** returned to the applicant. Please contact Town Hall at 252-728-2142 if there are any questions.

**APPLICANT/OWNER INFORMATION**

*Please print!*

Applicant Name: Filter Design Studio PLLC (Jay Horton)

Applicant Address: 707 Bridges Street, Morehead City, NC

Business Phone: (252) 622-4119 Email/Cell: jay@filterdesignstudio.com

Property Owner Name: Paul Snow (under contract)

Address of Property: 204 Turner Street, Beaufort, NC

Phone Number: (919) 270-7504 Email/Cell: snowpaul@bellsouth.net

**PROJECT INFORMATION**

Detailed description of the Proposed Project (please attach additional pages if necessary):

See attached

Estimated Cost of Project: \$ 1.5 Million

Year House Built: 1910

Applicant Signature \_\_\_\_\_

June, 15, 2021

Date

Property Owner Signature (if different than above) \_\_\_\_\_

6/15/21

Date

*An application fee of \$50.00, either in cash, money order, or check made payable to the "Town of Beaufort" must accompany this application (a credit or debit card payment can be made in person at Town Hall). The complete application, payment, and supporting material must be received by Town Staff by the posted submittal dates noted on the Historic Preservation's calendar found on the Town's website at [www.beaufortnc.org](http://www.beaufortnc.org). The Commission meets regularly on the first Tuesday of the month unless it is a holiday.*

**OFFICE USE ONLY**

Received by: \_\_\_\_\_

Reviewed for Completeness: \_\_\_\_\_

Date: \_\_\_\_\_

Date Deemed Completed and Accepted: \_\_\_\_\_

# REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

*Please provide the following along with this checklist form, with the COA application:*

**1. Items required for ALL projects:**

- A list all adjacent property owners (with mailing addresses).
- Photographs of the streetscape, the site, and existing buildings to be impacted.
- A site plan showing dimensions of both existing and proposed conditions.
- A description of all building and/or landscaping materials (such as siding, roofing, windows, doors, signs, planting materials, etc.).

**2. Items required as applicable to project:**

- A description of any planned demolition.
- An indication of all trees to be replaced and/or removed.
- A landscaping plan indicating major planting materials.
- Exterior paint color sample/color swatch(s) for projects involving any change of exterior paint color(s) only.
- All types of building material samples.
- If a project involves the reconstruction of an earlier feature of a historic structure, documentation of the prior existence of such feature.

**3. Additional items required (only) for new Signage:**

- A drawing or true likeness of the new sign indicating the dimensions of the sign (and any supporting post or hanging apparatus if applicable). The lettering style and colors of the sign should also be on the drawing or likeness.
- A paint sample/color swatch of all color(s) to be used both on the sign and on the post or hanging apparatus if applicable.

**4.** At least **one set of materials, in color**, that are to be evaluated by the Commission should be submitted with the application. An electronic or digital file of the work should also be submitted. Please contact Town Staff to see what electronic or digital file can be submitted.

**5.** The applicant or a representative for the applicant **must be present at the meeting** for action to be taken on the application. If it is not possible for the applicant or their representative to be present at the assigned meeting, please contact Town Staff as soon as possible.

*A COA is valid for a period of six (6) months and may be renewed for an additional six months via written request to Town Staff from the applicant (please state all reasons why the extension is needed). If work has not begun or a building permit for the project has not been obtained within the six-month period, the COA is deemed invalid. The COA is considered issued once the Commission approves the application at their meeting.*

*If there are questions regarding what should or should not be included with this application, please contact Town Staff at 252-728-2142 or at [j.ganey@beaufortnc.org](mailto:j.ganey@beaufortnc.org).*

## Project Description

The goal of this project is to renovate the existing structure to serve the purpose of a boutique hotel. We are proposing to extend the original structure, while matching existing materials and style to preserve the historical integrity and to accommodate 13 hotel rooms. In order to meet egress and accessibility requirements we are proposing to add three circulation towers on the North facade. Two of the towers will have stair access, and one will include an elevator and accessible lobby. The existing large room on the first floor will become a hotel lobby and cocktail bar, with restrooms and office space where the existing interior stair is located. Beyond that original wall, we propose to remove the kitchen addition and extend the entirety of the original structure approximately 64 feet to the East. This will accommodate 5 hotel rooms on the first floor. On the second floor, to be accessible from the stair/elevator towers on the North, 8 additional rooms fit within the new footprint. This proposed plan will create 13 available hotel rooms as well as a potential cocktail bar for the general public of Beaufort. All original materials and details will be replicated in the new addition to preserve the historic integrity. The existing parking lot will be reworked and paved to accommodate 16 parking spots, including handicap spaces. In addition, an unloading zone is proposed adjacent to Turner Street on the West facade. All final materials to be approved by HPC prior to construction.

## Project Specifications

The project will be constructed of a continuous concrete footing with a concrete masonry unit foundation, parge and painted, to match the existing foundation as close as practical. The extension on the East side will mimic the original structure of the building, matching siding, trim, roofing, and window spacing as close as practical. The stair/elevator towers are to be constructed similarly, matching the siding, trim, and roofing of the existing building to compliment the original. The parking lot renovation and expansion is to be paved and is to meet Beaufort Land Development Ordinance 2013 for parking and access where possible.

# Adjacent Property Owners

210 Turner Street, Beaufort, NC, 28516 – Carteret County  
302 Courthouse Square, Suite 200, Beaufort, NC, 28516

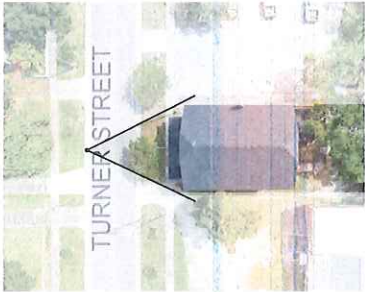
403 Ann Street, Beaufort, NC, 28516 – First Baptist Church Beaufort

411 Ann Street, Beaufort, NC, 28516 – Old Town Cemetery

# Photos of Streetscape, Site, and Existing Buildings to be Impacted



View of West facade. Existing to remain. Circulation towers to be added to the North facade will match existing conditions and be an extension of the original structure. Existing Crepe Myrtle to be removed. Two parallel parking spots or "loading zone" spots proposed on Turner Street.





View of North facade. Proposed new construction to extend approximately 64 feet to the East and will match existing structure. Chimney, porch stoop, stairs, and ramp will be removed to accommodate 3 circulation towers for elevator and stair access. Parking lot will be reworked and expanded to include more parking and handicap accessible spots.





View of South facade. Original structure to remain. Building to extend approximately 64 feet to the east and match existing structure. Stairs at the rear to be removed, utility equipment to be relocated.



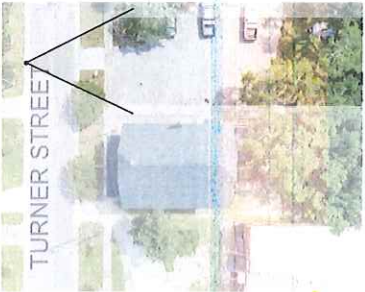


View of East facade. Entire structure to be extended approximately 64 feet, requiring the removal of metal stairs, and removal of kitchen addition on rear. Utility equipment to be relocated; location TBD.





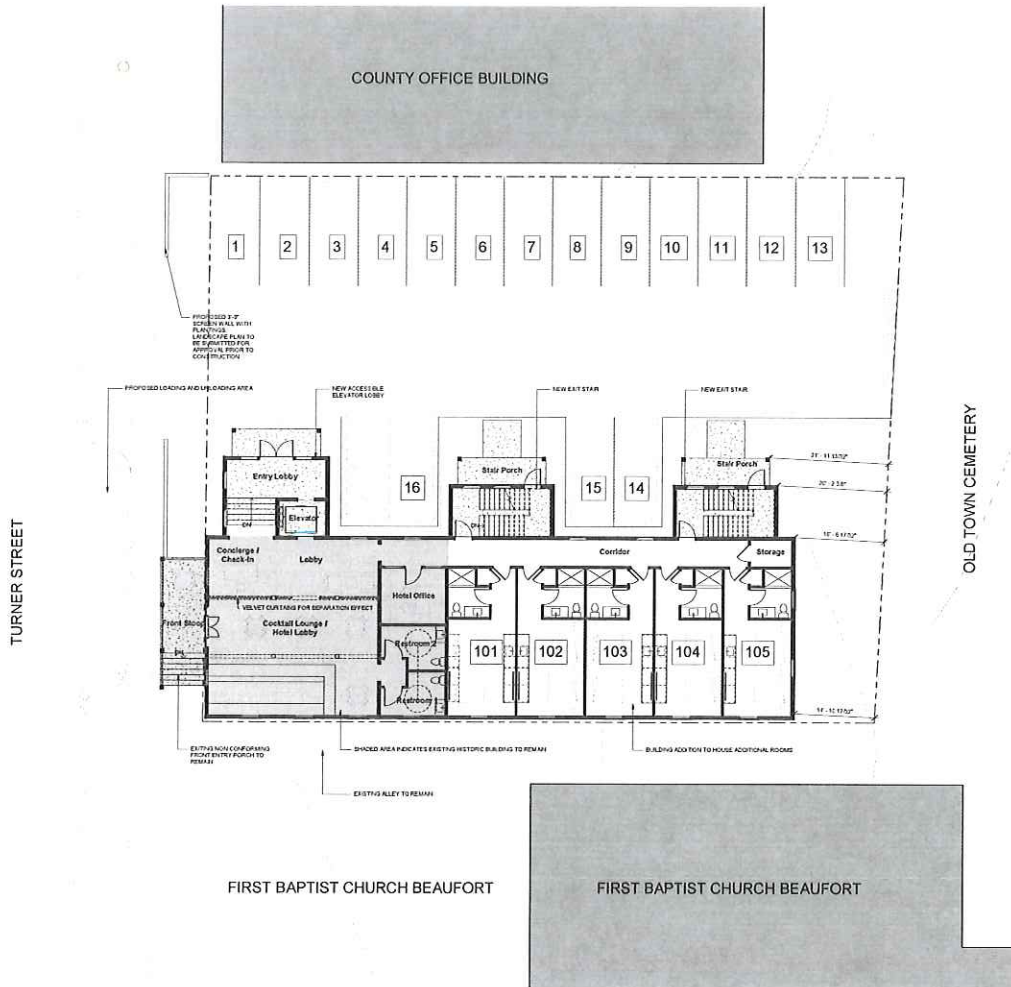
View of existing parking lot. Spaces to be reworked around circulation towers and will include 16 parking spaces, including ADA accessible handicap spots.





# Proposed Site Plan

Proposed Site Plan showing the footprint of the building extending approximately 64 feet to the East. Circulation towers on the North facade allow for stair and elevator access to both floors. A new paved parking lot will replace the existing lot, with appropriate handicap spaces and sidewalks included. Large scale versions have been included with the drawings and enclosed with this application.



**Architect Seal**  
**Form Seal**

**Architect**  
 Company: Fine Design Studio P.L.L.C.  
 Address: PO Box 338, Beaufort, NC 28517  
 Phone: 252-330-5178  
 Email: jay@finestudiola.com

**Landscape Architect**  
 Company: Fine Design Studio P.L.L.C.  
 Address: PO Box 338, Beaufort, NC 28517  
 Phone: 252-330-5178  
 Email: jay@finestudiola.com

**The Lodge**  
 204 Turner Street  
 Beaufort, North Carolina

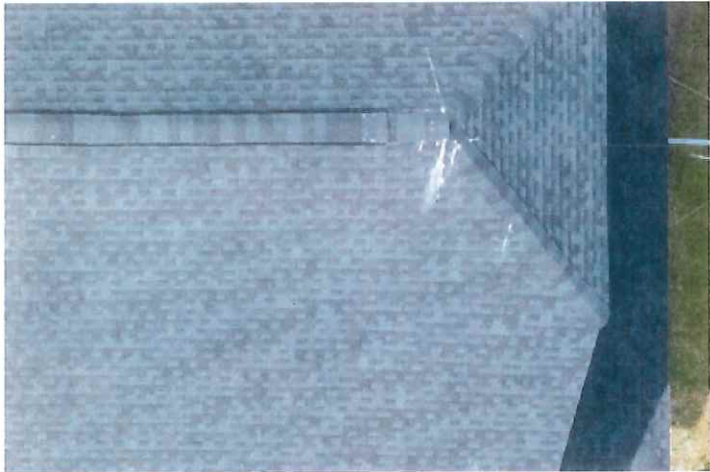
All drawings and designs are prepared by copyright owner and are exclusively owned by filter architects and interior designers. No reproduction or distribution is permitted without the written consent of the copyright owner.

No.	Description	Date

1st Floor / Site Plan	
Project Number	21-020
Date	2021-06-15
<b>A101</b>	
Scale	1/8" = 1'-0"

# Roof

Proposed - Architectural shingle to match existing



# Siding

Proposed - Wood lap siding to match original wood siding



# Foundation

Proposed - Existing CMU to be parge coated and painted to match.



# Planned Demolition

- 1. Porch stoop, steps, and ramp to be removed from North facade.
- 2. Remove chimney from North facade
- 3. Remove existing kitchen addition to East facade
- 4. Remove stair from second floor on East facade
- 5. Relocate existing electric, gas, and other utilities from rear of building, location TBD
- 6. Removal of one existing Oak tree on the East side of the existing structure, along with possible removal of a second Oak tree. Trees will be replaced with same species and of appropriate size.
- 7. Street trees in the right of way to be removed as necessary to allow for new unloading zone and parking spaces. If required, new street trees will be replanted on each side of the structure.

## Existing Trees to be Removed

1. Removal of one existing Oak tree on the East side of the existing structure, along with possible removal of a second Oak tree. Trees will be replaced with same species and of appropriate size.
2. Street trees in the right of way to be removed as necessary to allow for new unloading zone and parking spaces. If required, new street trees will be replanted on each side of the structure.

## Exterior Paint Colors/Samples

1. See Section 6 for description of paint colors
2. All white paint to match existing white paint.
3. Match navy color for foundation and exterior doors
4. All Colors and Finishes to be submitted prior to construction for approval by the Beaufort HPC in a separate submittal.

# Building Materials

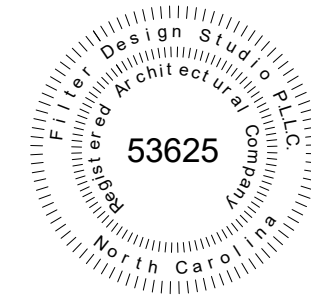
See Section 6 for building materials and descriptions



Architect Seal



Firm Seal



**Architecture**

Company: Filter Design Studio, P.L.L.C.  
 Architect: Ryan Edwards  
 Address: 707 Bridges Street  
 Morehead City, NC 28557  
 Phone: 252-622-4119  
 Email: ryan@filterdesignstudio.com

**Landscape Architecture**

Company: Filter Design Studio, P.L.L.C.  
 Landscape: Thomas "Jay" Horton  
 Address: 707 Bridges Street  
 Morehead City, NC 28557  
 Phone: 252-622-4119  
 Email: jay@filterdesignstudio.com



**The Lodge**  
**204 Turner Street**  
**Beaufort, North Carolina**

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No.	Description	Date

**Exterior Renderings**

---

Project number: 21-020  
 Date: 2021-08-17

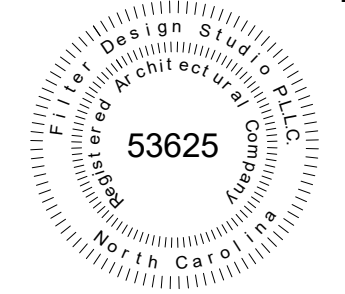
**A201**

Scale: \_\_\_\_\_

Architect Seal



Firm Seal



**Architecture**

Company: Filter Design Studio, P.L.L.C.  
 Architect: Ryan Edwards  
 Address: 707 Bridges Street  
 Morehead City, NC 28557  
 Phone: 252-622-4119  
 Email: ryan@filterdesignstudio.com

**Landscape Architecture**

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 Landscape Architect: Thomas "Jay" Horton  
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The Lodge  
 204 Turner Street  
 Beaufort, North Carolina

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No.	Description	Date

**Exterior Renderings**

---

Project number: 21-020  
 Date: 2021-08-17

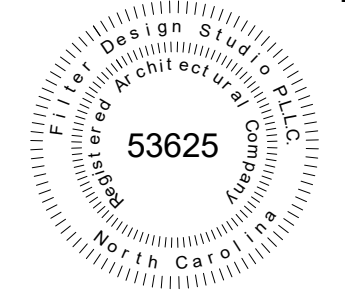
**A202**

Scale: \_\_\_\_\_

Architect Seal



Firm Seal



**Architecture**

Company: Filter Design Studio, P.L.L.C.  
 Architect: Ryan Edwards  
 Address: 707 Bridges Street  
 Morehead City, NC 28557  
 Phone: 252-622-4119  
 Email: ryan@filterdesignstudio.com

**Landscape Architecture**

Company: Filter Design Studio, P.L.L.C.  
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The Lodge  
 204 Turner Street  
 Beaufort, North Carolina

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No.	Description	Date

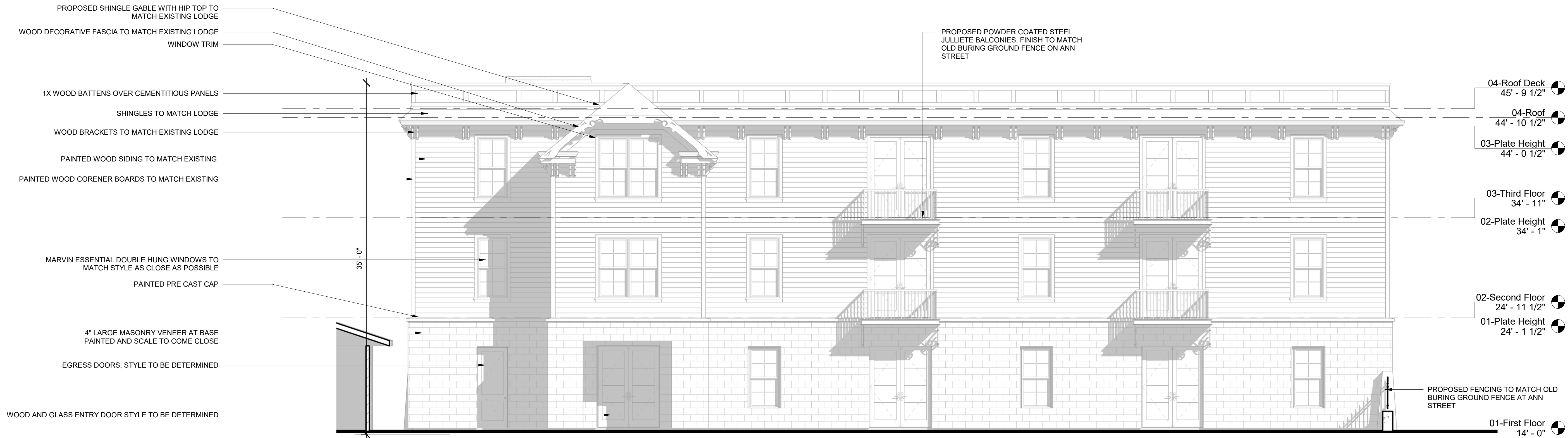
**Exterior Reenderings**

---

Project number 21-020  
 Date 2021-08-17

**A203**

Scale



**2** Exterior Elevation - Front  
3/16" = 1'-0"

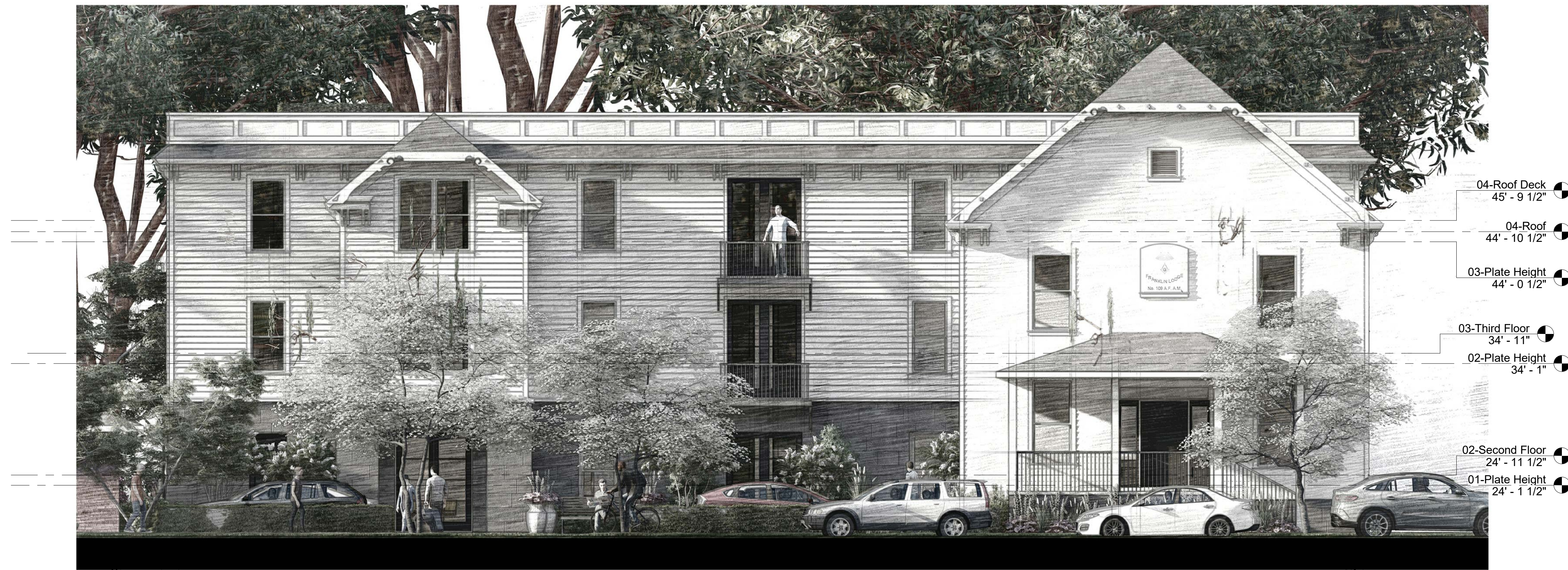
- 04-Roof Deck 45' - 9 1/2"
- 04-Roof 44' - 10 1/2"
- 03-Plate Height 44' - 0 1/2"
- 03-Third Floor 34' - 11"
- 02-Plate Height 34' - 1"
- 02-Second Floor 24' - 11 1/2"
- 01-Plate Height 24' - 1 1/2"
- 01-First Floor 14' - 0"

Architect Seal  
**NOT FOR CONSTRUCTION**

Firm Seal  
53625

**Architecture**  
Company: Filter Design Studio, P.L.L.C.  
Architect: Ryan Edwards  
Address: 707 Bridges Street  
Morehead City, NC 28557  
Phone: 252-622-4119  
Email: ryan@filterdesignstudio.com

**Landscape Architecture**  
Company: Filter Design Studio, P.L.L.C.  
Landscape Architect: Thomas "Jay" Horton  
Address: 707 Bridges Street  
Morehead City, NC 28557  
Phone: 252-622-4119  
Email: jay@filterdesignstudio.com



**1** Exterior Rendered Elevation - Turner Street (FRONT)  
3/16" = 1'-0"

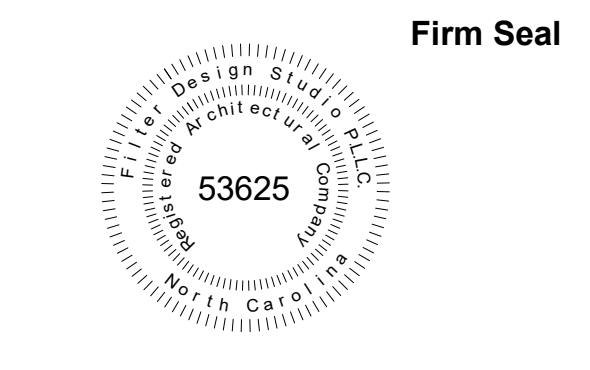
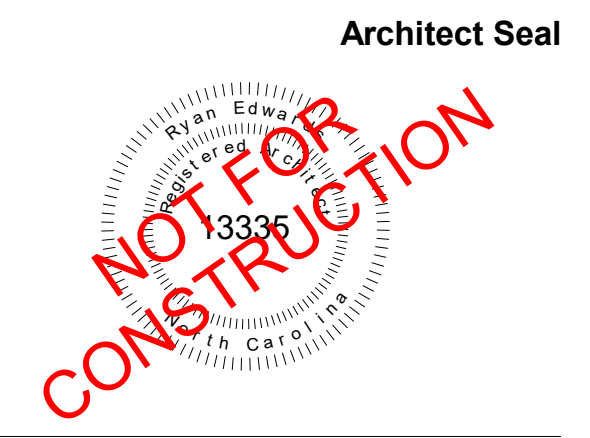
The Lodge  
204 Turner Street  
Beaufort, North Carolina

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No.	Description	Date

**Exterior Elevations - Turner Street**

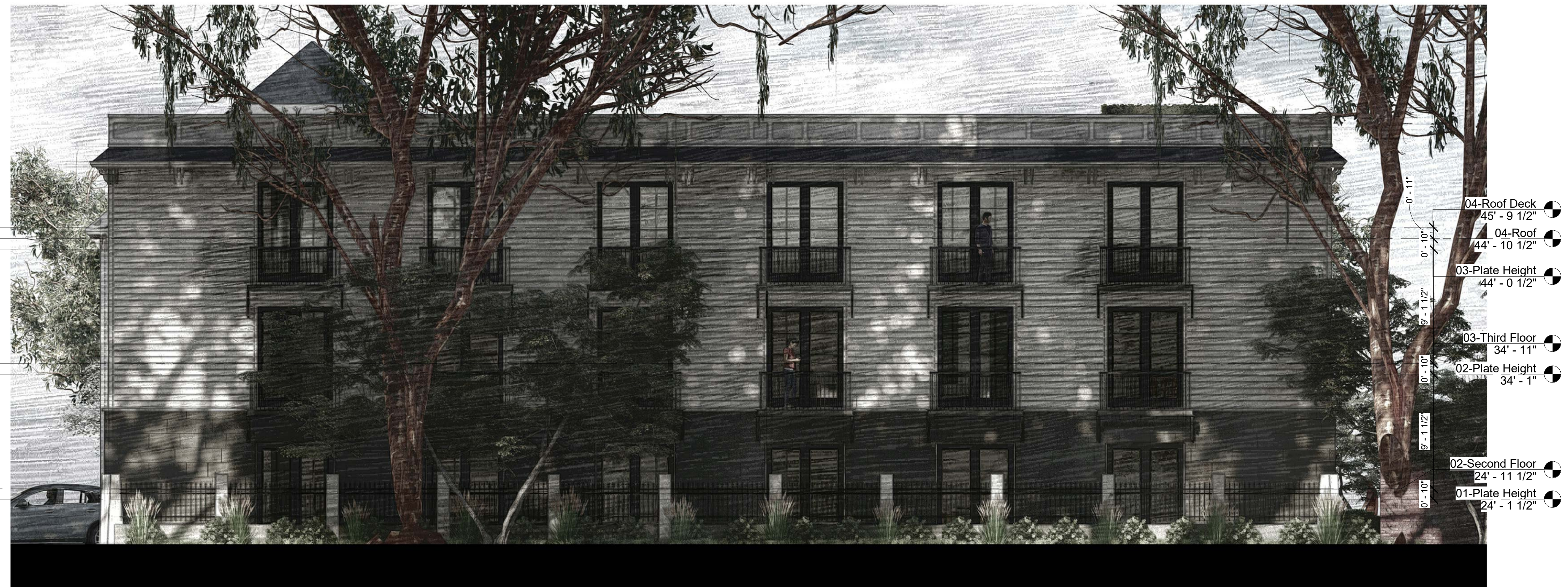
Project number	21-020
Date	2021-08-17
<b>A204</b>	
Scale	3/16" = 1'-0"



**Architecture**  
 Company: Filter Design Studio, P.L.L.C.  
 Architect: Ryan Edwards  
 Address: 707 Bridges Street  
 Morehead City, NC 28557  
 Phone: 252-622-4119  
 Email: ryan@filterdesignstudio.com

**Landscape Architecture**  
 Company: Filter Design Studio, P.L.L.C.  
 Landscape: Thomas "Jay" Horton  
 Architect: 707 Bridges Street  
 Address: Morehead City, NC 28557  
 Phone: 252-622-4119  
 Email: jay@filterdesignstudio.com

2 Exterior Elevation - Old Burying Ground  
 3/16" = 1'-0"



1 Exterior Rendered Elevation - Old Burying Ground (REAR)  
 3/16" = 1'-0"

The Lodge  
 204 Turner Street  
 Beaufort, North Carolina

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No.	Description	Date

Exterior Elevations  
 - Old Burying Ground

Project number 21-020  
 Date 2021-08-17

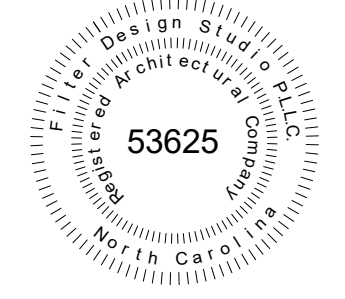
**A205**

Scale 3/16" = 1'-0"

Architect Seal



Firm Seal

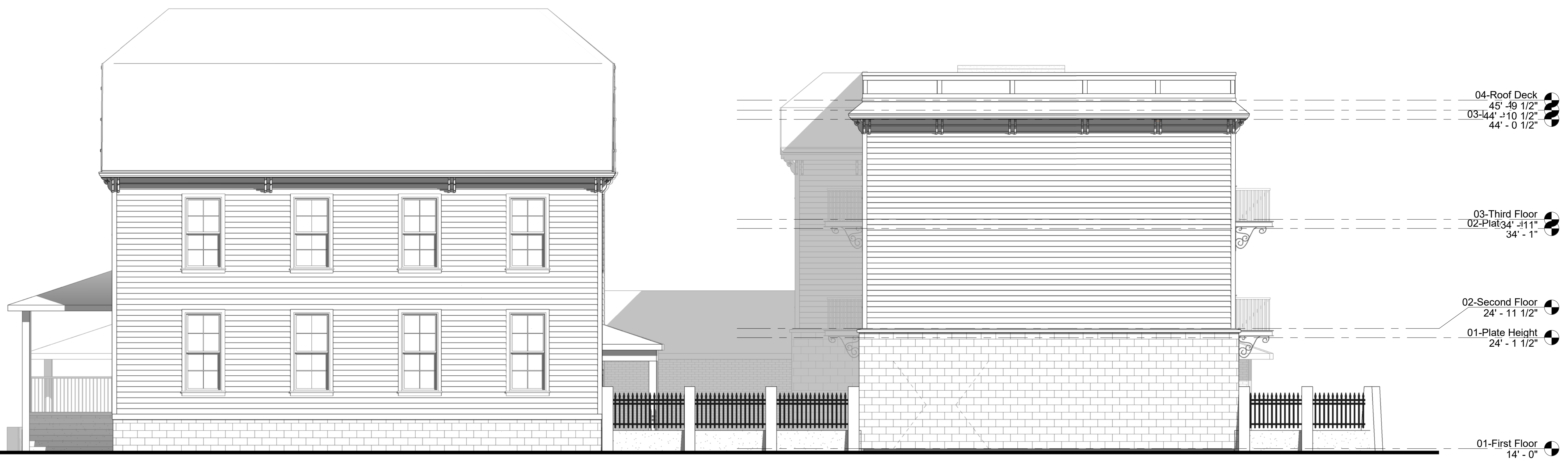


**Architecture**

Company: Filter Design Studio, P.L.L.C.  
 Architect: Ryan Edwards  
 Address: 707 Bridges Street  
 Morehead City, NC 28557  
 Phone: 252-622-4119  
 Email: ryan@filterdesignstudio.com

**Landscape Architecture**

Company: Filter Design Studio, P.L.L.C.  
 Landscape: Thomas "Jay" Horton  
 Address: 707 Bridges Street  
 Morehead City, NC 28557  
 Phone: 252-622-4119  
 Email: jay@filterdesignstudio.com



- 04-Roof Deck  
45' - 9 1/2"
- 03-Third Floor  
02-Plate  
34' - 1"
- 02-Second Floor  
24' - 11 1/2"
- 01-Plate Height  
24' - 1 1/2"
- 01-First Floor  
14' - 0"

2 Exterior Elevation - Ann Street  
 3/16" = 1'-0"



- 04-Roof Deck  
45' - 9 1/2"
- 04-Roof  
44' - 10 1/2"
- 03-Plate Height  
44' - 0 1/2"
- 03-Third Floor  
34' - 11"
- 02-Plate Height  
34' - 1"
- 02-Second Floor  
24' - 11 1/2"
- 01-Plate Height  
24' - 1 1/2"
- 01-First Floor  
14' - 0"

1 Exterior Rendered Elevation - Ann Street (RIGHT)  
 3/16" = 1'-0"

The Lodge

204 Turner Street

Beaufort, North Carolina

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No.	Description	Date

**Exterior Elevations  
- Ann Street**

Project number 21-020  
 Date 2021-08-17

**A206**

Scale 3/16" = 1'-0"

- 04-Roof Deck  
45' - 9 1/2"
- 04-Roof  
44' - 10 1/2"
- 03-Plate Height  
44' - 0 1/2"
- 03-Third Floor  
34' - 11"
- 02-Plate Height  
34' - 1"
- 02-Second Floor  
24' - 11 1/2"
- 01-Plate Height  
24' - 1 1/2"
- 01-First Floor  
14' - 0"



**2** Exterior Elevation - North Elevation  
3/16" = 1'-0"

Architect Seal



Firm Seal



**Architecture**  
Company: Filter Design Studio, P.L.L.C.  
Architect: Ryan Edwards  
Address: 707 Bridges Street  
Morehead City, NC 28557  
Phone: 252-622-4119  
Email: ryan@filterdesignstudio.com

**Landscape Architecture**  
Company: Filter Design Studio, P.L.L.C.  
Landscape: Thomas "Jay" Horton  
Address: 707 Bridges Street  
Morehead City, NC 28557  
Phone: 252-622-4119  
Email: jay@filterdesignstudio.com



- 04-Roof Deck  
45' - 9 1/2"
- 04-Roof  
44' - 10 1/2"
- 03-Plate Height  
44' - 0 1/2"
- 03-Third Floor  
34' - 11"
- 02-Plate Height  
34' - 1"
- 02-Second Floor  
24' - 11 1/2"
- 01-Plate Height  
24' - 1 1/2"
- 01-First Floor  
14' - 0"

**1** Exterior Rendered Elevation - North (LEFT)  
3/16" = 1'-0"

The Lodge  
204 Turner Street  
Beaufort, North Carolina

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No.	Description	Date

<b>Exterior Elevations - North Elevation</b>	
Project number	21-020
Date	2021-08-17
<b>A207</b>	
Scale	3/16" = 1'-0"

Architect Seal



Firm Seal



**Architecture**

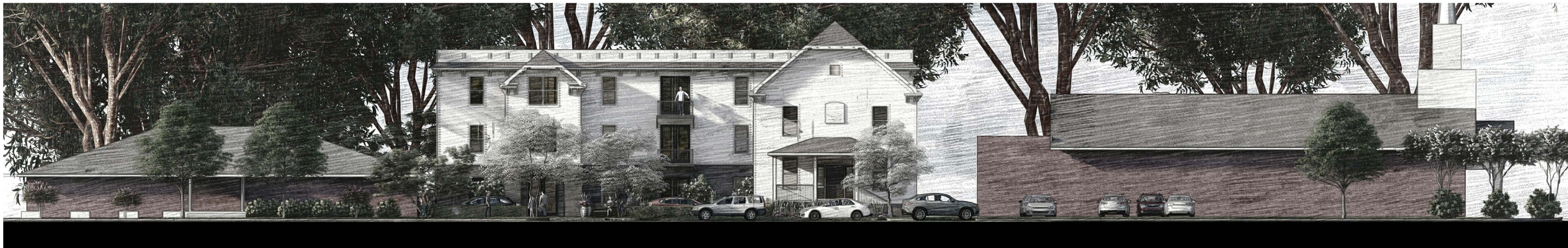
Company: Filter Design Studio, P.L.L.C.  
 Architect: Ryan Edwards  
 Address: 707 Bridges Street  
 Morehead City, NC 28557  
 Phone: 252-622-4119  
 Email: ryan@filterdesignstudio.com

**Landscape Architecture**

Company: Filter Design Studio, P.L.L.C.  
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The Lodge  
 204 Turner Street  
 Beaufort, North Carolina

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**1** Exterior Elevation - Front  
 3/32" = 1'-0"

No.	Description	Date

**Streetscape - Turner Street**

Project number: 21-020  
 Date: 2021-08-17

**A208**

Scale: 3/32" = 1'-0"



**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 Commission Regular Meeting  
6:00 PM Tuesday, September 7, 2021 – Virtual**

---

**AGENDA CATEGORY:** New Business  
**SUBJECT:** Case 21-34 Install Informational Signage Topsail Park

**BRIEF SUMMARY:**

Install one (1) hanging/projecting signs totaling 10.5 sq. ft. This request is in association with a Historical marker identifying one of two locations that slaves where brought into Beaufort during the time of slavery. This marker has received approval from the Town Board of Commissioners at their August meeting.

**REQUESTED ACTION:**

Conduct Quasi- Judicial Hearing

**EXPECTED LENGTH OF PRESENTATION:**

15 Minutes

**SUBMITTED BY:**

Kyle Garner

**BUDGET AMENDMENT REQUIRED:**

N/A



# BHPC STAFF REPORT



**To:** BHPC Members  
**From:** Kyle Garner, Planning Director  
**Date:** August 31, 2021  
**Case No.:** 21-34

**Request:** Install Informational Signage = 10.5 square feet  
**Applicant:** Eastern Carolina Foundation for Equity & Equality  
 701 Front Street  
 Beaufort, North Carolina 28516

**Property Information:**  
**Owner:** Town of Beaufort  
**Location:** Topsail Park – Front Street (South End of Orange)  
**PIN:** N/A

**Project Information:** This request is in association with a Historical marker identifying one of two locations that slaves were brought into Beaufort during the time of slavery. This marker has received approval from the Town Board of Commissioners at their August meeting.

**Material:** Composite – See Application.

**Color:** See Attached Photos

- Attachments:**
- Vicinity Map
  - List of Adjacent Property Owners
  - COA Application from Applicant.

## Guidelines:

### Signage Guidelines (pg. 119):

- 8.6.1. Use traditional materials found in the district, such as wood and metal for new signage. Substitute materials that have the appearance of wood are allowed. Plastic signs, flashing signs, or portable mobile signs, except those listed in item 9, are not allowed in the historic district. Interior neon signs larger than 10” by 18” that are located within five (5) feet of a window or glass door on an exterior wall and are so placed as to be seen from the outside are not allowed. INTERNAL GLASS MOUNTED SIGNS ARE NOT SUBJECT TO BHPC REVIEW.
- 8.6.2. Place signs so that they do not visually overwhelm the building or streetscape or damage or obscure character defining architectural details. Recognize that maximum signage allowances granted by the Beaufort Zoning Ordinance may be inappropriate in the context of the building or site under review.
- 8.6.5. Use simple, clear graphics and lettering styles in sign design.
- 8.6.7. Freestanding signs must be low-mounted and must not obscure pedestrian views. No more than one (1) freestanding sign shall be allowed per street frontage. Freestanding pole supports should be simple and unobtrusive in design.

## Historic Plaque

The documentation must be produced by the applicant. It is the responsibility of the applicant to do so or have done all the research necessary to provide the documentation to the Historic Preservation Commission. Included in the document should be:

Written proof of the date of construction, or the earliest date of reference in the tax records, to show that the structure existed. Any records can be used to substantiate the existence of the structure, including early maps of the area, or other comparable documentation (with verification by outside sources if necessary) at the Historic Preservation Commission’s discretion. In addition, there must be visible evidence of construction methods of the period. Other information to be included: photos of each side of the outside, photos of interior features used in determining age, scaled map of the lot on which the structure stands indicating all changes in lot by deed(s).

### Plaque Guidelines

**4.2.1** - If the request to obtain a plaque is granted, the applicant will receive written permission from the Beaufort Historic Preservation Commission. This permission will state the earliest name and date as determined by the Beaufort Historic Preservation Commission. No other information may be placed on the plaque.

**4.2.2**

The applicant will be responsible for all expenses of obtaining the plaque and its maintenance. Once a plaque is received by the applicant, it is the responsibility of the owner not to make changes that would alter the architectural integrity of the structure.

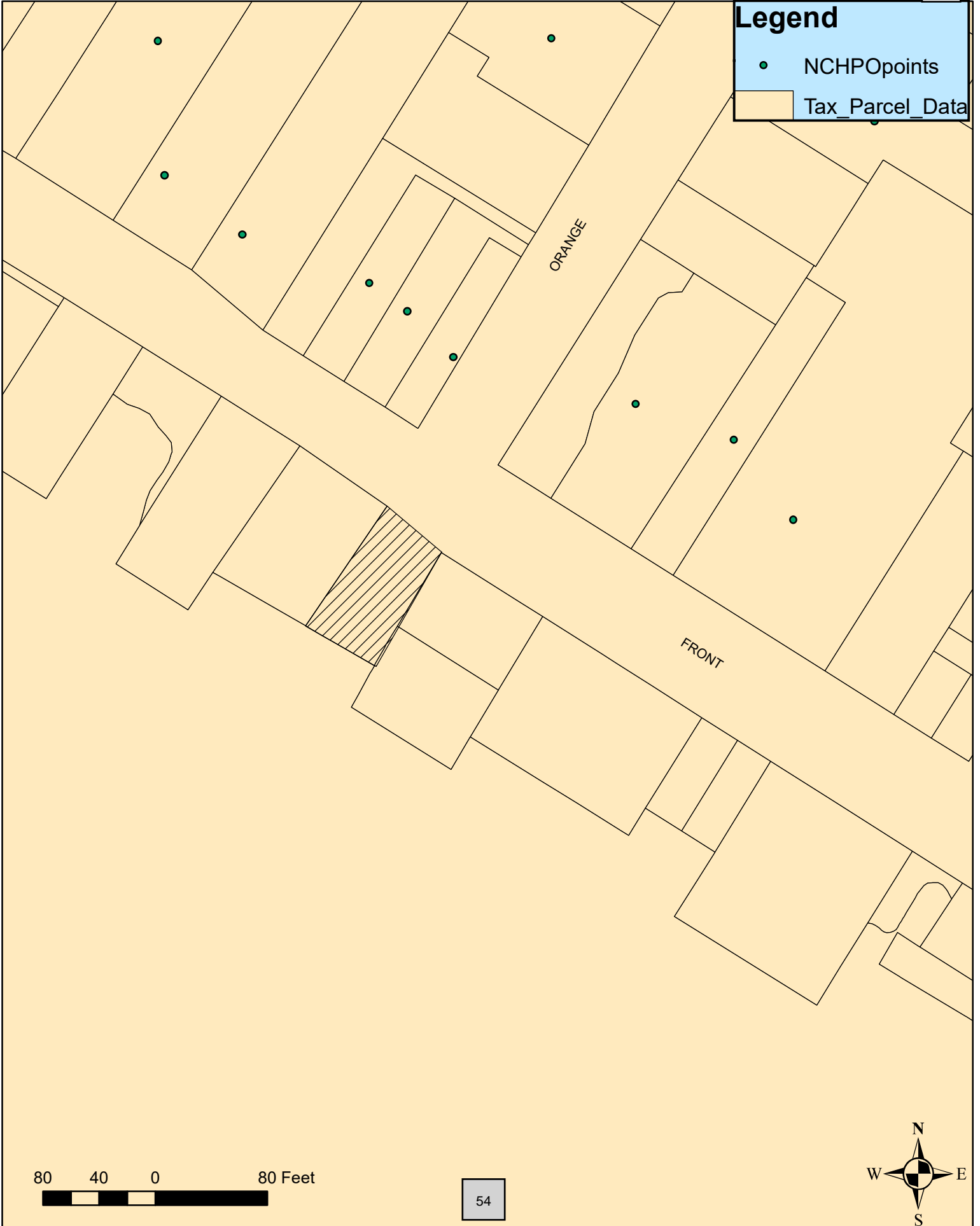
**4.2.3**

The plaque should be to the exact specifications of the Historic Preservation Commission. If future changes not appropriate to the original documentation which govern the issued plaque occur, the Commission has the right to request the removal of the plaque

# BHPC Case 21-34 - Signage - Topsail Park - Front Street

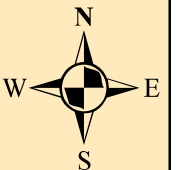
**Legend**

- NCHPOpoints
- Tax\_Parcel\_Data



80 40 0 80 Feet

54



<u>OWNER</u>	<u>MAIL_HQ1</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>MAIL_ST</u>	<u>MAIL_ZIP</u>	<u>MAIL_ADD2</u>
FOUR SEAS INVESTMENTS			BEAUFORT	NC	28516	PO BOX 906
FRONT STREET HOUSE LLC ETAL			TARBORO	NC	27886	PO BOX 1528
HARROLD,DENNIS B ETUX ALICE T J 218 LLC	301	FRONT STREET	BEAUFORT	NC	28516	
WARRINGTON,JOHN ETUX SONDA	300	FRONT ST	ROCKY MOUNT	NC	4011 27802	PO BOX K
			BEAUFORT	NC	28516	

# REQUEST TO DEDICATE TOPSAIL PARK AND ERECT A MIDDLE PASSAGE MARKER

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Submitted By: The Middle Passage Project  
Committee

Presented By: Heather Walker



# BACKGROUND & INTRODUCTION

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# BEAUFORT, NORTH CAROLINA AND THE TRANS-ATLANTIC HUMAN TRADE

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Beaufort, North Carolina, was a Port-of-Call in both the Trans-Atlantic and Trans-American human trade. The **Middle Passage Ceremonies and Port Markers Project, Inc.** and the **North Carolina African American Heritage Commission** have identified Beaufort, North Carolina, as a place of arrival for enslaved Africans directly from the African coast. The arrival sites located in Beaufort have been officially designated as a Site and Itinerary of Memory as part of **UNESCO's Slave Route Project.**

# WHAT IS THE DIFFERENCE BETWEEN THE TRANS-AMERICAN (DOMESTIC) AND THE TRANS-ATLANTIC HUMAN TRADE?

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## Trans-American (Domestic)

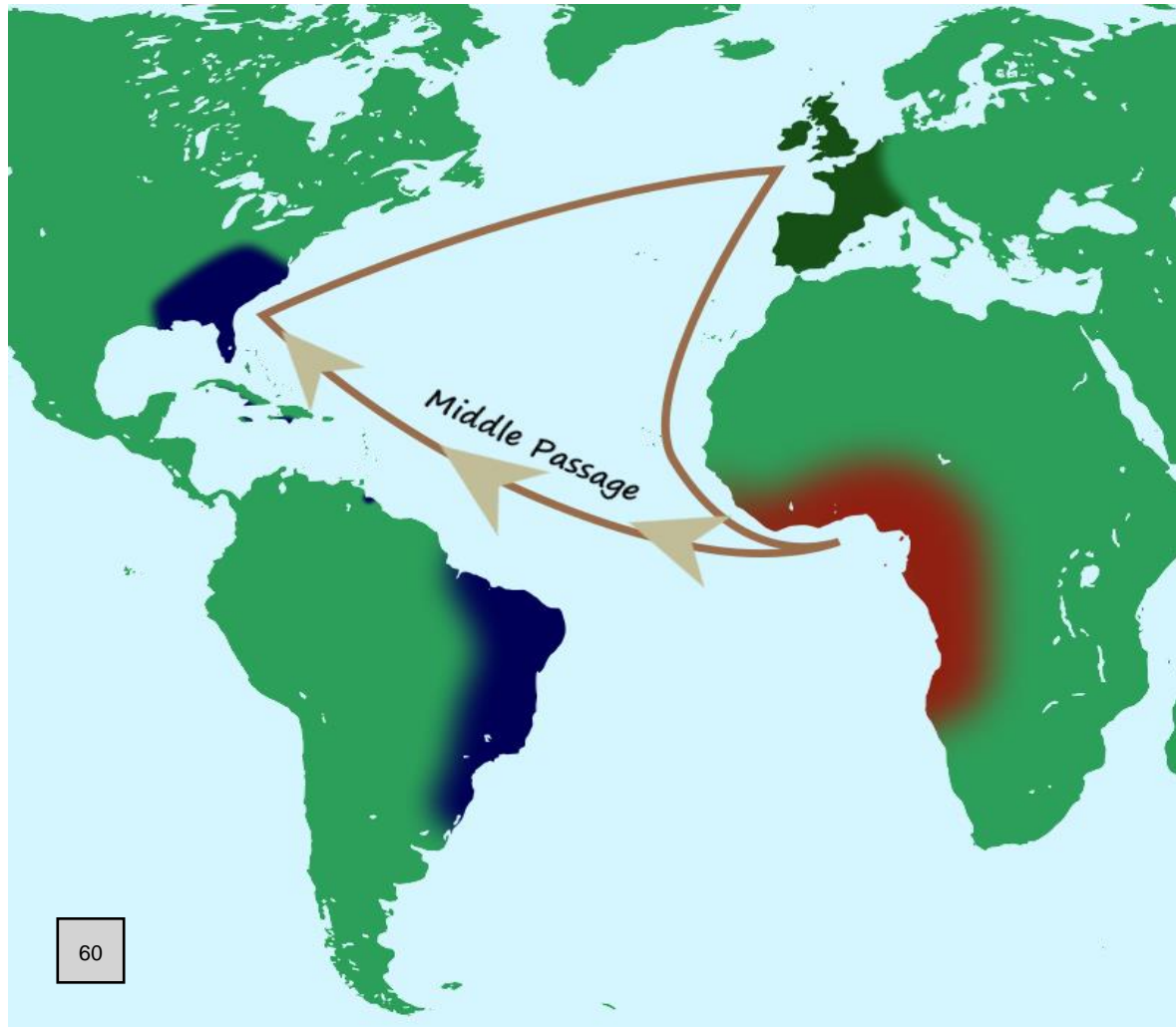
- The trafficking of enslaved African people from one location in the Americas to another

## Trans-Atlantic

- The trafficking of enslaved African people directly from the coast of Africa to the Americas

# WHAT IS THE MIDDLE PASSAGE?

The Middle Passage is the route used in the trafficking of enslaved Africans across the Atlantic Ocean to the Americas

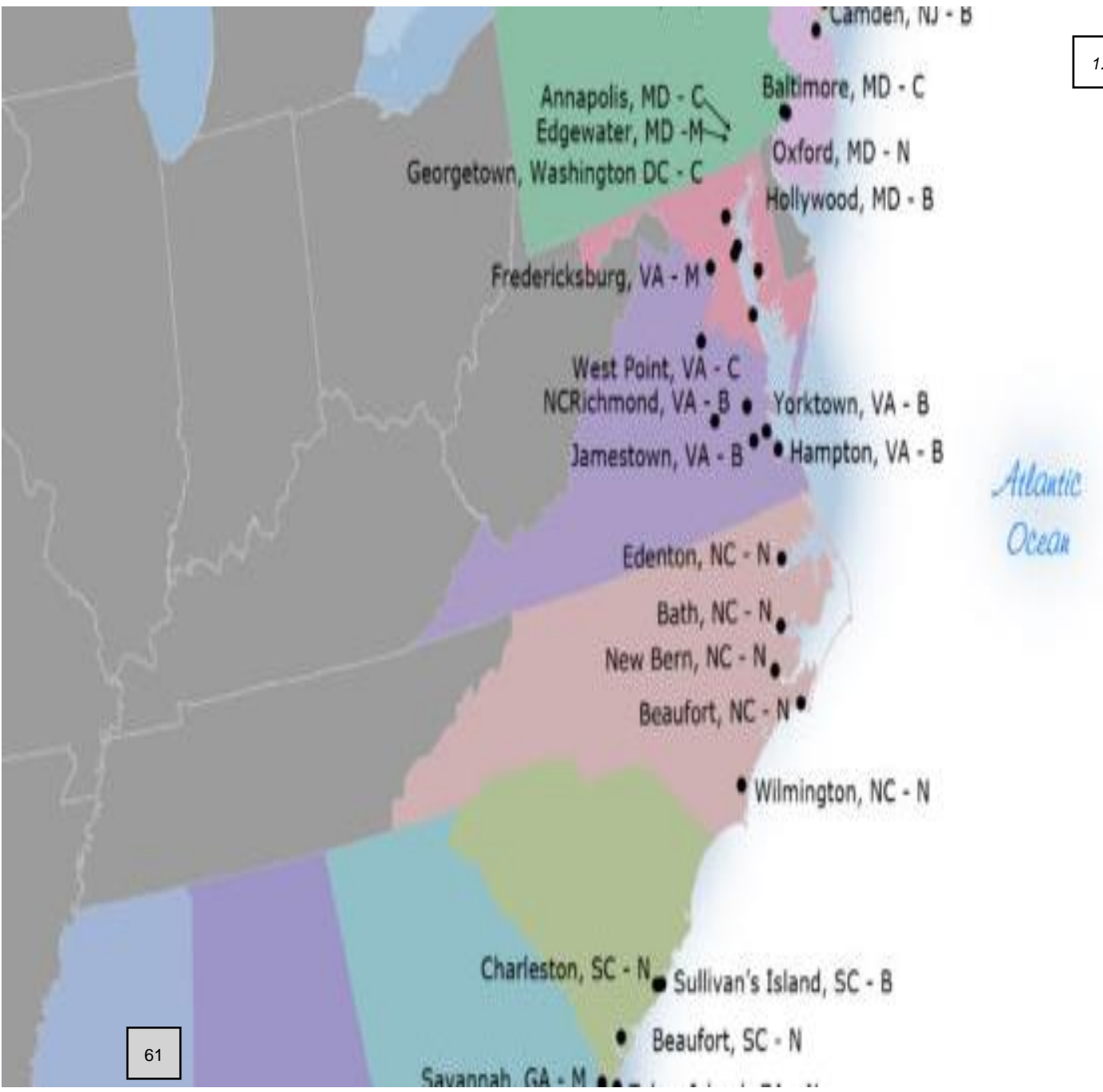


# THERE ARE FIVE CITIES/TOWNS WITH DOCUMENTED SITES OF ARRIVAL IN NORTH CAROLINA

- Edenton
- Bath
- New Bern
- Beaufort
- Wilmington



If approved, Beaufort will be the first town in North Carolina to place a marker acknowledging an arrival site.



# WHAT IS UNESCO?

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- **UNESCO** stands for the **United Nations Educational, Scientific and Cultural Organization**.
- It is a specialized agency of the United Nations (UN) aimed at promoting world peace and security through international cooperation in education, the sciences, and culture.
- Only sites of **international** significance receive UNESCO designation.
- The Statue of Liberty is also a UNESCO designated site



# ELEMENTS OF THIS PROJECT

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Map by  
Henry  
Mouzon  
1775

# REMEMBERING OUR ANCESTORS

## *African Presence and the Middle Passage*

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Beaufort, North Carolina, was involved in the Trans-Atlantic human trade and is a documented Middle Passage arrival site.

Enslaved people disembarked at or near this exact location, now called Topsail Park. Records from 1769 show that one particular ship transported thirty-six Africans directly from the coast of Africa to the Port of Beaufort, North Carolina. The ocean voyage, known as the Middle Passage, was a treacherous and brutal journey. It was part of the largest forced migration in human history; twelve million Africans were captured and taken from their homeland. Approximately two million Africans perished during the journey to the Americas. Their remains lie at the bottom of the Atlantic Ocean.

The men, women, and children who survived the voyage of the Middle Passage disembarked here and were sold into chattel slavery for the purpose of profit and development of this town and nation.

Over the centuries, these men and women, and their descendants made possible the agricultural and maritime commercial development of the region, with special emphasis on the menhaden and turpentine industries.

Although these enslaved people have departed from this life, their descendants have continued to contribute to the town's success, culture, and community in countless ways.

As a documented arrival site, Beaufort, North Carolina 65 has been designated as a Site and Itinerary of Memory by the UNESCO Slave Route Project.



### **The UNESCO Slave Route project: Resistance, Liberty, Heritage**

Launched in 1994, the international and inter-regional project ‘The Slave Route: Resistance, Liberty, Heritage’ addresses the history of the slave trade and slavery through the prism of intercultural dialogue, a culture of peace and reconciliation. It thereby endeavours to improve the understanding and transmission of this human tragedy by making better known its deep-seated causes, its consequences for societies today and the cultural interactions born of this history. The project is structured around five key fields of activity: scientific research, development of educational materials, preservation of written archives and oral traditions, promotion of living cultures and contributions by the African diaspora and, lastly, preservation of sites of memory.

The promotion of the memorial heritage related to the slave trade and slavery plays a decisive role not only in educating the general public, and young people in particular, but also in facilitating national reconciliation and social cohesion processes in societies.

It is in this perspective that The Slave Route project has created a label to encourage the preservation of sites of memories and the establishment of itineraries that can tell this story and ensure that this heritage receives due attention at the national, regional and international levels.

This site fulfils the quality criteria set by the UNESCO Slave Route Project in conjunction with the International Network of Managers of Sites and Itineraries of Memory.



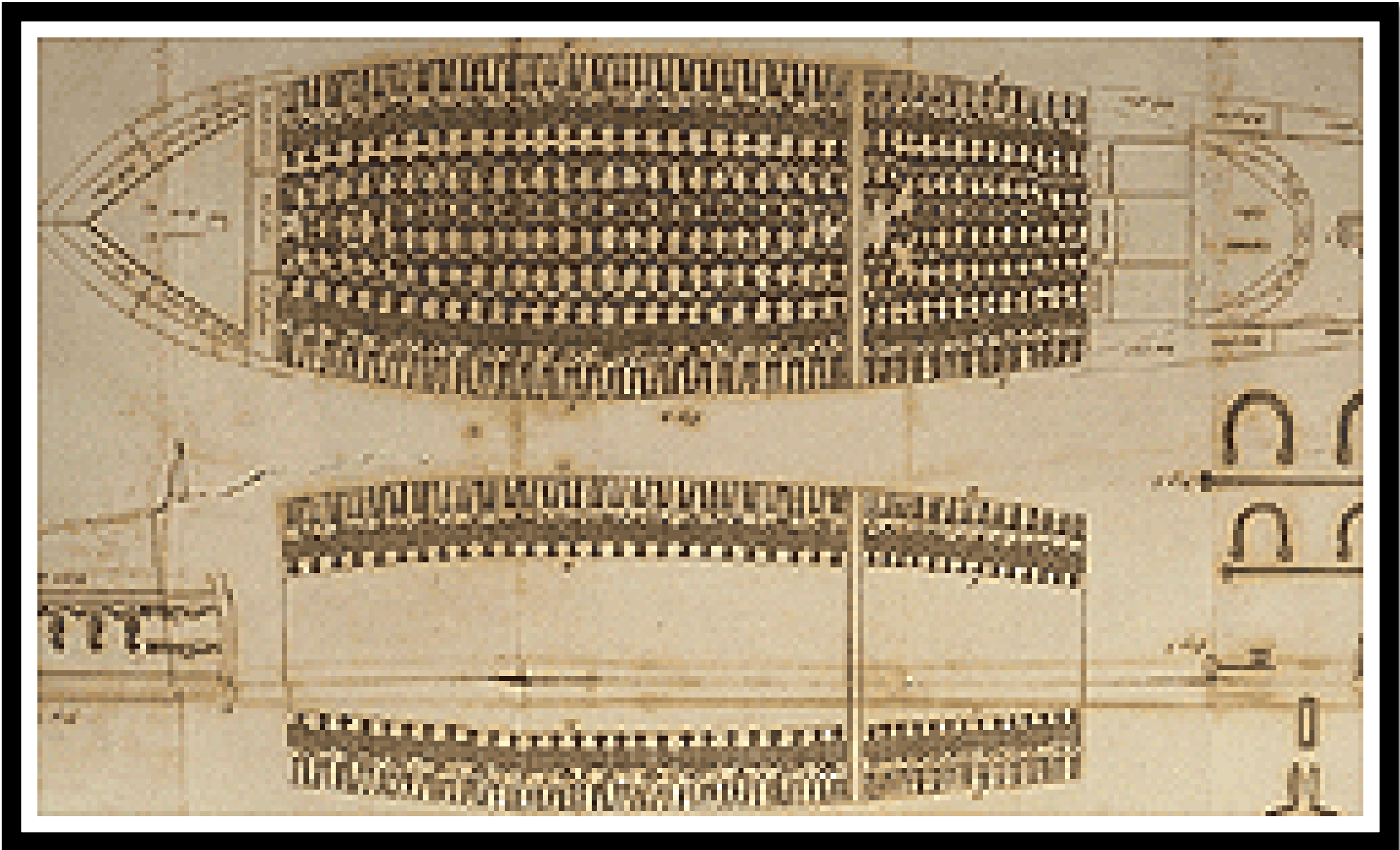


Image Courtesy: Library of Congress

This drawing shows the way in which enslaved Africans were packed into ships for the journey through the middle passage.

Entered in Port-Beaufort, from the 1st of October 1763, to the 1st of October 1764, the following Vessels, viz.

2 Ships,	72 Sloops,	
1 Snow,	43 Schooners,	
9 Brigs.		
	In all	127

Imported in the said District, between the 1st of October 1763, and 1st of October 1764.

320 Hhds. Rum,	352 Barrels Flour,
318 Do Molasses,	1972 Do of Bread,
342 Bar. brown Sugar.	28000 lbs. of Iron,
18160 lbs. Loaf Do	179 Slaves,
40 Casks of Wine,	2479 lbs. of Cheese,
913 Barrels Cyder,	96 Barrels of Beer,
10865 Bushels Salt,	1600 lbs. of Flax,
Exclusive of European Goods, Coffee, Tea, &c.	

# EXECUTOR'S SALE

OF  
**Slaves.**

**W**E will sell, at Public Auction, on the 1st day of January 1850, at the Court House in Beaufort, the following named slaves, belonging to the Estate of JAMES W. HUNT, decd. Margaret, and her female child; this woman is about 21 years old, very healthy, a good cook, washer, and ironer; her child is nearly two years old. A young negro man about 21 years old, named Bate, a good turpentine hand, and accustomed to farm work. A very likely boy named Clinton, now in his eleventh year. The above named Slaves will be sold on a Credit of six months. Notes with approved security will be required, with interest from the date.

JECHONIAS PIGOTT.  
M. B. ROBERSON,  
J. MANNEY,  
RALPH HOWLAND, } **Executors.**

Beaufort Dec. 12th 1849. ———50———1w.

Clipp from:

The Eastern Carolina Republican

(New Bern, NC) 1849

# CONCLUSION



# CONCLUDING STATEMENTS

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- Having United Nations' UNESCO designation and recognition means these Sites and Itineraries of Memory are worthy to be set aside for the remembrance of the Africans who perished on the journey through the Middle Passage. From a moral and an educational standpoint, it is important that we acknowledge our past. Although a dark period in history, it *is* our history, nonetheless. Acknowledgement is part of the process of Beaufort's truth-telling, justice, and healing.
- Historical documents reveal the remains of at least 50 captive Africans, on one vessel brought from Barbados, were tossed directly into the waters at the Port of Beaufort, now called Topsail Park. This history needs to be acknowledged where it occurred.
- This place is not only significant in history, but also in our community. Dedicating this space enables members of our community, both black and white, to reflect on the events that took place here and to pay homage to those that came before us.

# REQUESTS FOR CONSIDERATION

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The Middle Passage Port Marker Project Committee respectfully asks the Town of Beaufort Board of Commissioners to consider the following requests:

- Permission to place the proposed marker, designed by members of the community, at Topsail Park
- Designate August 23, the United Nations' Day of Remembrance, for a Remembrance Ceremony to be held annually at Topsail Park
- Dedicate Topsail Park as a Memorial Park to the African Ancestors
- Consider placement of a memorial monument at Topsail Park or another public space to honor our African Ancestors

# MARKER DESIGN & SPECIFICATIONS

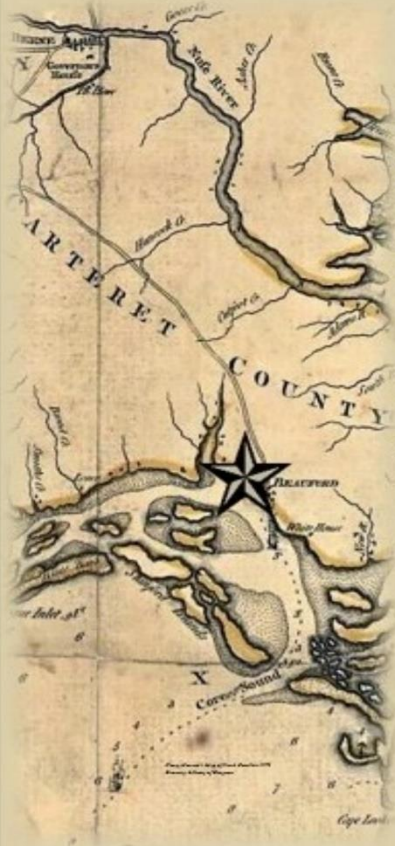
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# REMEMBERING OUR ANCESTORS

## African Presence & The Middle Passage



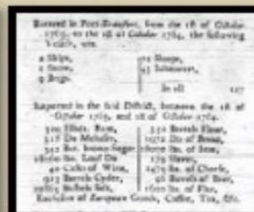
Middle Passage Ceremonies  
and Port Markers, Inc.  
*Remembering The Ancestors*



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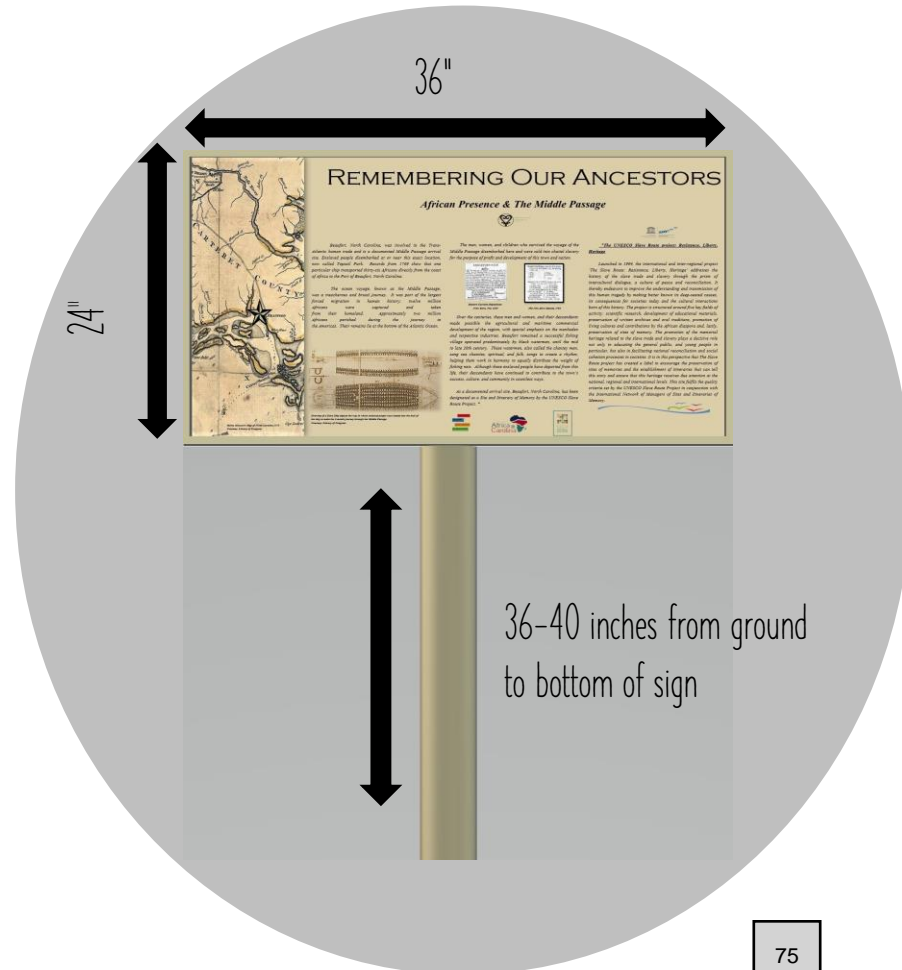
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#### Resistance, Liberty, Heritage

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# Marker Mount Specifications



**24" x 36" sign**

**36" - 40"  
pedestal height**

**Angled mount  
style (prevents  
obstruction of  
water-view)**



# RENDERING OF PROPOSED MARKER IN PLACE AT TOPSAIL PARK

- There are several ideal locations within the park area for marker placement.
- This photo shows the marker placed near the sidewalk for passers-by to view easily.

PROJECT MEMBERS  
&  
COMMUNITY SUPPORT

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# MIDDLE PASSAGE PROJECT ADULT COMMITTEE MEMBERS

---

- Francesca Quinn, Newport
- Tyrone Fleshman, James City
- Heather Walker, Beaufort
- LaShone Jones, Morehead City
- Jane Hines, Beaufort
- Kerry Peay, Winston-Salem
- Charles McDonald, Beaufort
- Donnell Johnson, Greenville
- Joanna Knight, Havelock
- Shawn Robinson, Beaufort
- Melvin Cooper, Beaufort
- Justin Wallace, Beaufort
- Amanda Crooms, Beaufort
- Regina Johnson, Beaufort
- Kisha Simmons, Beaufort

# YOUTH COMMITTEE MEMBERS

---

- Sarah Walker, Beaufort
- Anthony Walker, Beaufort
- K'ryah Reels, Beaufort
- Sabre Tepatate, Beaufort
- Mackenzie Morehead, Beaufort
- Nyema George, Beaufort
- CeCe Johnson, Beaufort
- Charles Matheka, Beaufort
- Shamel Baker, Beaufort
- Julian George, Beaufort

# SUPPORTING INDIVIDUALS

- Airyel Rothrock
- Aja Davis
- Andrea Murray
- Ann Wallace
- Annie Henry
- Arlene Fisher
- Beverly James
- Bobby Chambers
- Carrie Johnson
- Carsell Walker, Jr.
- Charles McDonald
- Craig Stanley
- Crystal Brown
- David Krueger
- Derrick Partee
- Donovan Henry
- Doug Miron
- Douglas George
- Eddie Murrell
- Elisa Orianna
- Evelyn Johnson
- George Henry
- Gilbert Powell
- Grace Ellison
- Henry Everett
- Henry McLane
- Isaac Teel
- Jack Garrison
- James Futrell
- Jane Hines
- Jerry Cox
- Jerry Wilson
- Jessica McLane
- Lakesha George
- Latescheca Johnson
- Laveria Pritchett
- Laverne Johnson
- Lee Stiles
- Lillian 80nley
- Lillian Walker
- Margaret Powell
- Marvin Windley
- Montravias King
- Monty Ellison
- Patrick Simmons
- Perry Harker
- Porsha Partee
- Robert Wallace
- Roger James
- Scott Walker
- Sharon Harker
- Shaun Smith
- Sonya Henry
- Stephanie Hillsgrave
- Tammy Krueger
- Taylor James
- Teresa Parker
- Tia Crooms
- Timothy Wallace
- Timothy Wallace, Jr.
- Tyisha Teel
- Victoria Washington
- William Ellison
- William George Henry
- Yolanda Murray

# SUPPORTING ORGANIZATIONS

- Middle Passage Ceremonies and Port Markers Project, Inc.
- Eastern Carolina Foundation for Equity and Equality
- North Carolina African American Heritage Commission
- Queen Street Missionary Baptist Church
- Helpful Movers
- Within My Budget Furniture
- Queen Street Heritage Foundation
- Operation Uplift II
- Wilson's Clipper and Barber Styling
- Thriftique Boutique
- Crystal Clean Cleaning Service
- HippoRed Mfg. Co
- National Park Service
- CCBS and Sign Shop
- Old Town Taxi
- James City Historical Society
- African American Caucus of the North Carolina Democratic Party  
Forsyth County Social Justice and Policing Reform Committee
- Progressive Caucus of the North Carolina Democratic Party  
Policing Reform Committee
- Mt. Shiloh Missionary Baptist Church
- Ellison Realty
- Hope Insurance
- Minority Vendor Networking
- D.R.E.A.M., Inc.
- Visions Community Outreach
- UNESCO
- Mastermind Image Photography
- Hope 4 Today Consulting
- Opulent Ambience

### Adjacent Property Owners:

**OWNER:**

J 218 LLC

**PHYSICAL ADDRESS:**

222 FRONT ST BEAUFORT

**MAILING ADDRESS:**

PO BOX K

ROCKY MOUNT NC 4011-27802

**OWNER:**

WARRINGTON,JOHN ETUX SONDA

**PHYSICAL ADDRESS:**

300 FRONT ST BEAUFORT

**MAILING ADDRESS:**

300 FRONT ST BEAUFORT NC 28516

**OWNER:**

FOUR SEAS INVESTMENTS

**PHYSICAL ADDRESS:**

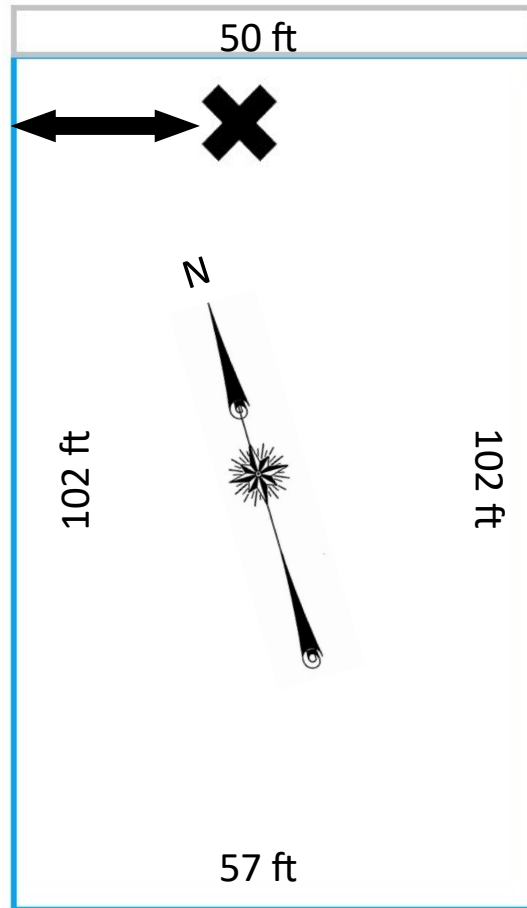
0 BEAUFORT

**MAILING ADDRESS:**

PO BOX 906BEAUFORT NC 28516

### Approximate Setbacks:

- 24' from East and West property lines
- 4' from Sidewalk
- 30' from Front Street Centerline



### Marker Specifications:

**Font:** *Vijaya*

**Text Color:** Black

**Background:** Soft Khaki

**Border:** Taupe

**Post Material:** Steel

**Sign Material:** Aluminum

