



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, February 06, 2024 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Election of Officers

Administration of Oaths

New Business

1. Case # 24-07 500 & 507 Ann Street - Landscaping & Fencing
2. Case # 24-04 300 Front Street - Encanto Restaurant - Signage
3. Case # 24-06 410 Front Street - Install New Doors & Windows , Signage & Lighting

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 Commission Regular Meeting
6:00 PM Tuesday, February 6, 2024 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business

SUBJECT: Case # 24-07 500 & 507 Ann Street - Landscaping & Fencing

BRIEF SUMMARY:

The owner wishes to install new doors & windows and signage for 410 Front Street

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, AICP
Date: January 19, 2024
Case No. 24-07

Request: Install new landscaping at 500 Ann St. & new fencing at 507 Ann St.

Applicant: Ann Street United Methodist Church – Anna Willis - Trustee
 417 Ann Street
 Beaufort, NC 28516

Property Information:

Owners: Ann Street United Methodist Church
Location: 500 & 507 Ann Street
PIN#: 730617109293000, 730617201494000

Project Information: According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 500 Ann Street, circa 1960. **Ann Street Methodist Church Fellowship Hall and Pre-School.** Large 3- story modern brick building with hipped roof, marble tile panels, and curtain walls of glass windows.

507 Ann Street is now vacant and once housed the scout hut. The property is currently used as overflow parking.

Proposed work:

Install a labyrinth at 500 Ann and install fencing across the frontage of 507 Ann Street.

Material:

See Attached – Pavers for the labyrinth and wood fence to match existing fence across the street for 507 Ann Street.

Color:

Landscaping Guidelines

8.1.1. Preserve and maintain historic public and private landscapes that contribute to the character of the historic district, including open spaces, streetscapes, and yards.

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.

8.1.10. Contemporary edging or border materials, such as exposed landscape timbers, railroad ties, pre-cast concrete, plastic, or other substitute material borders are not appropriate in areas seen from the public view.

8.1.11. Historic sidewalks and other paving materials should be preserved and maintained. New sidewalks shall be compatible in material, detailing, color and finish to existing historic sidewalks.

Fences and Walls Guidelines

8.2.2. Design new fences that are compatible with the associated building, site and streetscape in height, proportion, scale, color, texture, material and design. Substitute fence materials are not allowed along front or visible side property lines in the historic district. Fence types such as wire, hurricane, chain-link, vinyl, corrugated metal, stockade, and wooden post and rail are not allowed in public view.

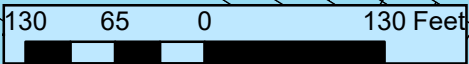
8.2.3. Fences shall not exceed a height of four (4) feet in front yards and other areas of primary visual concern. Fences at rear yards and other areas not readily seen from the public view may be up to six (6) feet high. The transition between low front fences and higher rear fences should be made as far to the rear of the enclosed structure or yard as possible, and no more than half the depth of the yard forward of the principal structure. Avoid attaching a portion of the fence to a building because of possible termite damage.

Case # 24-07 500 & 507 Ann Street - Landscaping & Fencing

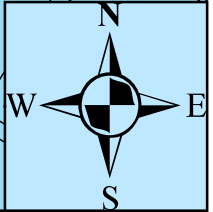


Legend

- NCHPO points
- Tax_Parcel_Data



5



<u>OWNER</u>		<u>Street</u>	<u>City/Town</u>		<u>Zip</u>	<u>MAIL_ADD2</u>
ANN STREET METHODIST CHURCH	417	ANN STREET	BEAUFORT	NC	28516	
BEAUFORT FLATS LLC	608	ANN STREET	BEAUFORT	NC 1143	28516	
BISHOP,STEPHEN F ETUX GAIL B	131	CRAVEN STREET	BEAUFORT	NC	28516	
BLUE MOON BISTRO LLC	345	WITT STREET	WINSTON SALEM	NC	27103	
GECI,JACKIE B ETVIR HERMAN SR	512	ANN STREET	BEAUFORT	NC	28516	
GILLIKIN,FRANK S JR ETAL BEN	204	HOWLAND PKWY	BEAUFORT	NC	28516	
GREENBERG,BRENT ETUX SINDEE			BEAUFORT	NC	28516	PO BOX 27
HAWKES,ELIZABETH K	121	QUEEN ST	BEAUFORT	NC	28516	
MYERS,THOMAS D ETUX JEWEL	505	ANN STREET	BEAUFORT	NC	28516	
OWENS,NELSON N ETUX PATRICIA A	723	COMET DRIVE	BEAUFORT	NC	28516	
PREST,LIZZETT ROMERO-JIMINEZ	135	CRAVEN STREET	BEAUFORT	NC	28516	
SOCIAL SERVICES OFFICES						
STEWART,JOHN ALEXANDER JR ETAL	321	HUDSON STREET	RALEIGH	NC	27608	
SULLIVAN,JAMES B	200	CRAVEN ST	BEAUFORT	NC	28516	

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 **\$250.00 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. Applications must be deemed complete and accepted before the submittal date. Please contact

Town Hall at 252-728-2142 if there are any questions.

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: ANNA WILLIS, CHAIR OF TRUSTEES, ANN STREET UNITED METHODIST CHURCH
Applicant Address: 417 ANN STREET, BEAUFORT, NC 28516
Business Phone: 252-728-4279 Email/Cell: OFFICE@ANNSTREETUMC.ORG

Property Owner Name:
Address of Property:
Phone Number: _____ Email/Cell: _____

PROJECT

INFORMATION

Detailed description of the Proposed Project (*please attach additional pages if necessary*): We wish to construct a Labyrinth on our campus. It would be located on the green space adjacent to the Eure Building. A fence, matching the existing one, will be installed 15' into the driveway and along the walkway into the building and 45' along Ann Street sidewalk. A walkway beginning at the Ann Street sidewalk to the entrance of the Labyrinth will also be constructed. We plan to place two benches in this area. A metal 18"x18" sign will be placed at the gateway of the fence

Estimated Cost of Project: \$ 35,000 Year House Built: n/a

Anna Willis _____ 1/12/2024 _____
Applicant Signature Date

_____ _____
Property Owner Signature (if different than above) Date

An application fee of \$250.00, 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. The Commission meets regularly on the first Tuesday of the month unless it is a holiday.

<u>OWNER</u>	<u>AIL_HOU</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>IL_ST</u>	<u>MAIL_ZI</u>	<u>MAIL_ADD2</u>
ANN STREET METHODIST CHURCH	417	ANN STREET	BEAUFORT	NC	28516	
BEAUFORT FLATS LLC	608	ANN STREET	BEAUFORT	NC	1143 28516	
BISHOP,STEPHEN F ETUX GAIL B	131	CRAVEN STREET	BEAUFORT	NC	28516	
BLUE MOON BISTRO LLC	345	WITT STREET	WINSTON SALEM	NC	27103	
GECI,JACKIE B ETVIR HERMAN SR	512	ANN STREET	BEAUFORT	NC	28516	
GILLIKIN,FRANK S JR ETAL BEN	204	HOWLAND PKWY	BEAUFORT	NC	28516	
GREENBERG,BRENT ETUX SINDEE			BEAUFORT	NC	28516	PO BOX 27
HAWKES,ELIZABETH K	121	QUEEN ST	BEAUFORT	NC	28516	
MYERS,THOMAS D ETUX JEWEL	505	ANN STREET	BEAUFORT	NC	28516	
OWENS,NELSON N ETUX PATRICIA A	723	COMET DRIVE	BEAUFORT	NC	28516	
PREST,LIZZETT ROMERO-JIMINEZ	135	CRAVEN STREET	BEAUFORT	NC	28516	
STEWART,JOHN ALEXANDER JR ETAL	321	HUDSON STREET	RALEIGH	NC	27608	
SULLIVAN,JAMES B	200	CRAVEN ST	BEAUFORT	NC	28516	

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

Request submitted by Ann Street United Methodist Church’s Labyrinth Project

I. Items required for ALL project:

A. Applicable Design Guidelines. In a review of the guidelines, we believe that the following pertain to this request:

- 1. Landscaping Guidelines
 - a. 8.1.8 – This new construction will not require the removal of mature plantings
 - b. 8.1.10 – No contemporary edging, or borders materials will be used
 - c. 8.1.11 – No existing sidewalks or other paved areas will be disturbed. We will be adding a walk from the current Ann Street sidewalk, across the lawn leading to the entrance of the Labyrinth
- 2. Fences and Walls
 - a. 8.2.2 and 8.2.3 - The proposed fence will be the same height and design as the current fence that is located on the corner of Ann Street and Craven Street
 - b. 8.2.7 - The fence will be of wood construction
- 3. Signage Guidelines
 - a. 8.6.1 – A metal sign, similar to the ones which were approved for our Butterfly Gardens
 - b. 8.6.2 – This sign will be placed at the Ann Street entrance to the Labyrinth
 - c. 8.6.5 – Sample of the graphics is attached
 - d. 8.6.7 – The height of the sign will be approximately 45”

- B. A list of all adjacent property owners (with mailing address)
 - 1. see attached
- C. Photos of the streetscape, the site and existing buildings to be impacted
 - 1. See attached
- D. A Site plan
 - 1. See attached
- E. A description of all building and/or landscaping materials
 - 1. The 24’ diameter Labyrinth will be constructed concrete paver bricks in two colors – Charcoal for the marking of the path, other stones will be buff. The entirety of the Labyrinth will be permeable as it is constructed on a sand base.
 - 2. The fence will be wood pickets painted white
 - 3. Sign will be a metal sign, approximate height of 45”, 18 x 18”. Picture attached of a current sign

II Items required as applicable to project:

- A. A description of any planned demolition - N/A
- B. An indication of all trees to be replaced and/or removed – N/A
- C. A landscaping plan indication major planting materials – N/A

D. Exterior paint color sample

1. Fence will be painted white to match existing fence, approximately 36" in height for the pickets and 39" in height for the posts. Each section is approximately 6'

E. All types of building materials

1. Labyrinth and walk will be constructed with concrete pavers. The entirety of the Labyrinth will be preambled as the concrete pavers will be placed on a sand base
2. Fence is of wood construction
3. Sign will be metal

III. Additional items required (only) for new Signage:

A. A drawing or true likeness of the new sign

1. See attached
2. Wording will be "Walk with God on the Labyrinth Everyone Welcome Ann Street UMC"

B. A paint sample/or color swatch of all colors to be used both on the sign and on the post.

1. See attached

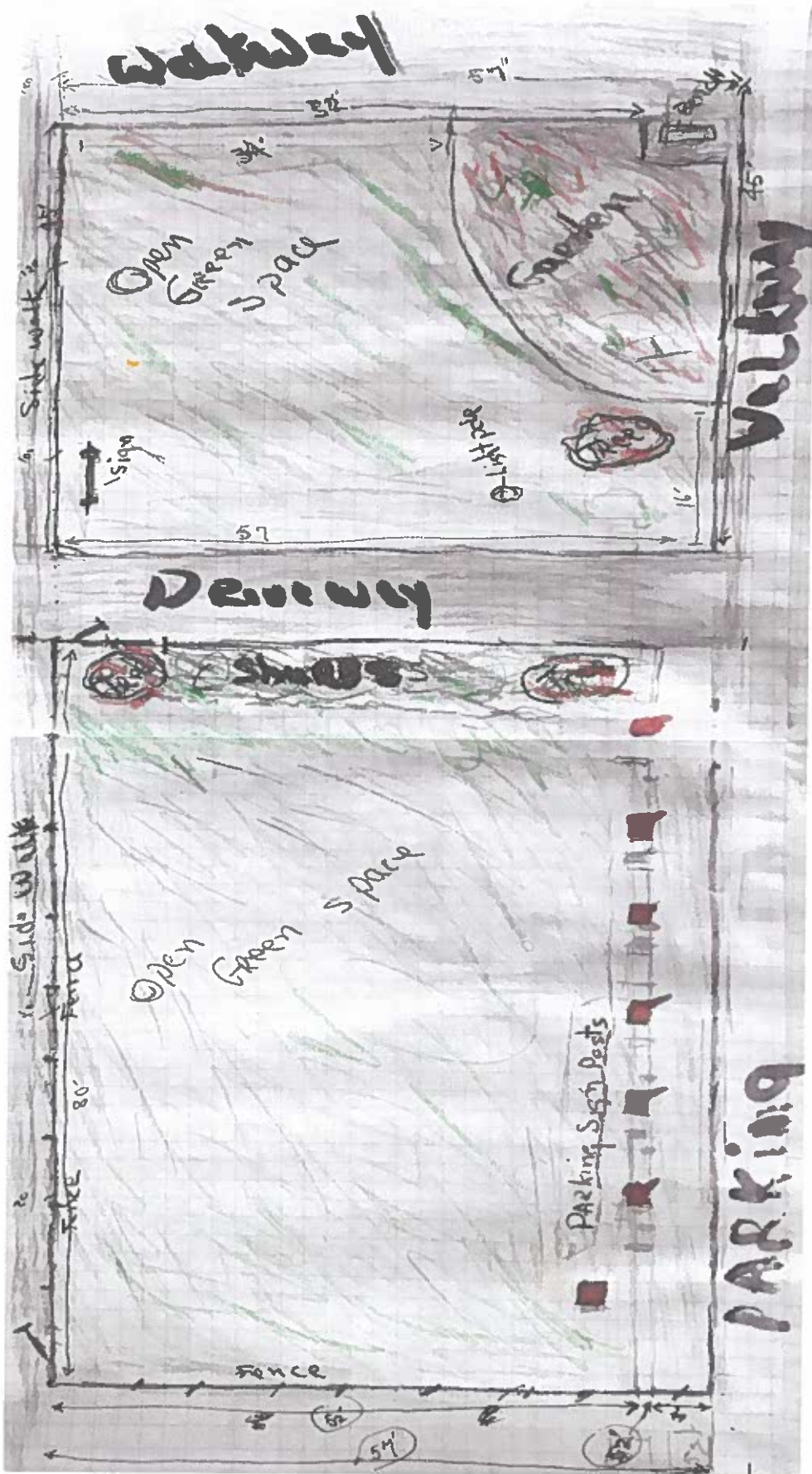
IV. At least one set of materials, in color, that are to be evaluated by the Commission should be submitted with the application. An electronic or digital file of the work should also be submitted.

1. See attached

V. Representative for the applicant must be present at the meeting

EURE Bldg. Open Spaces

Ann Street



Craven Street

Ann Street

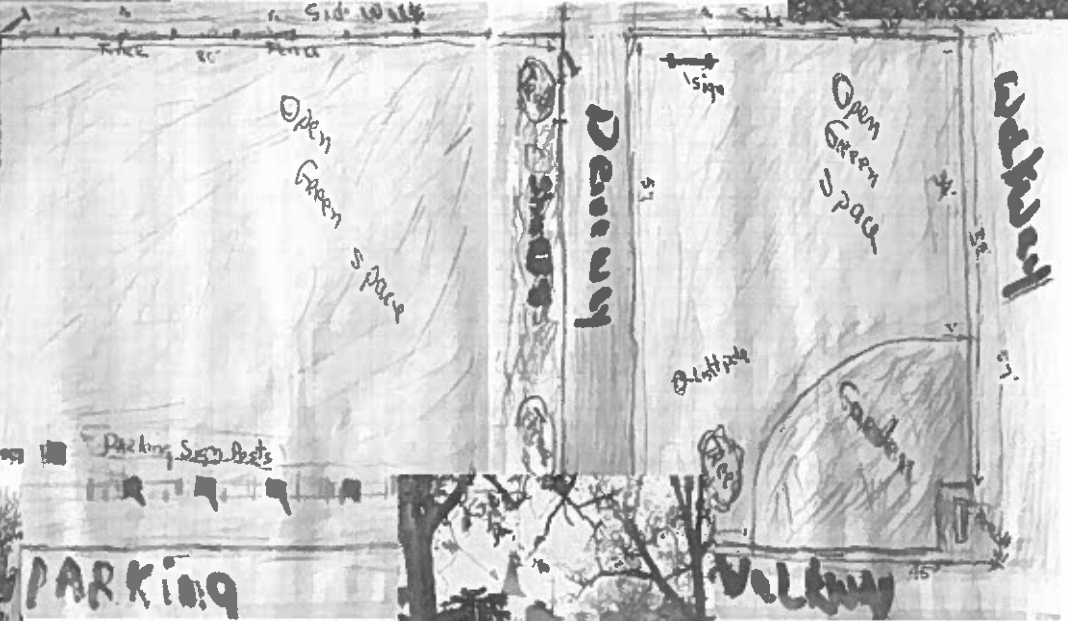


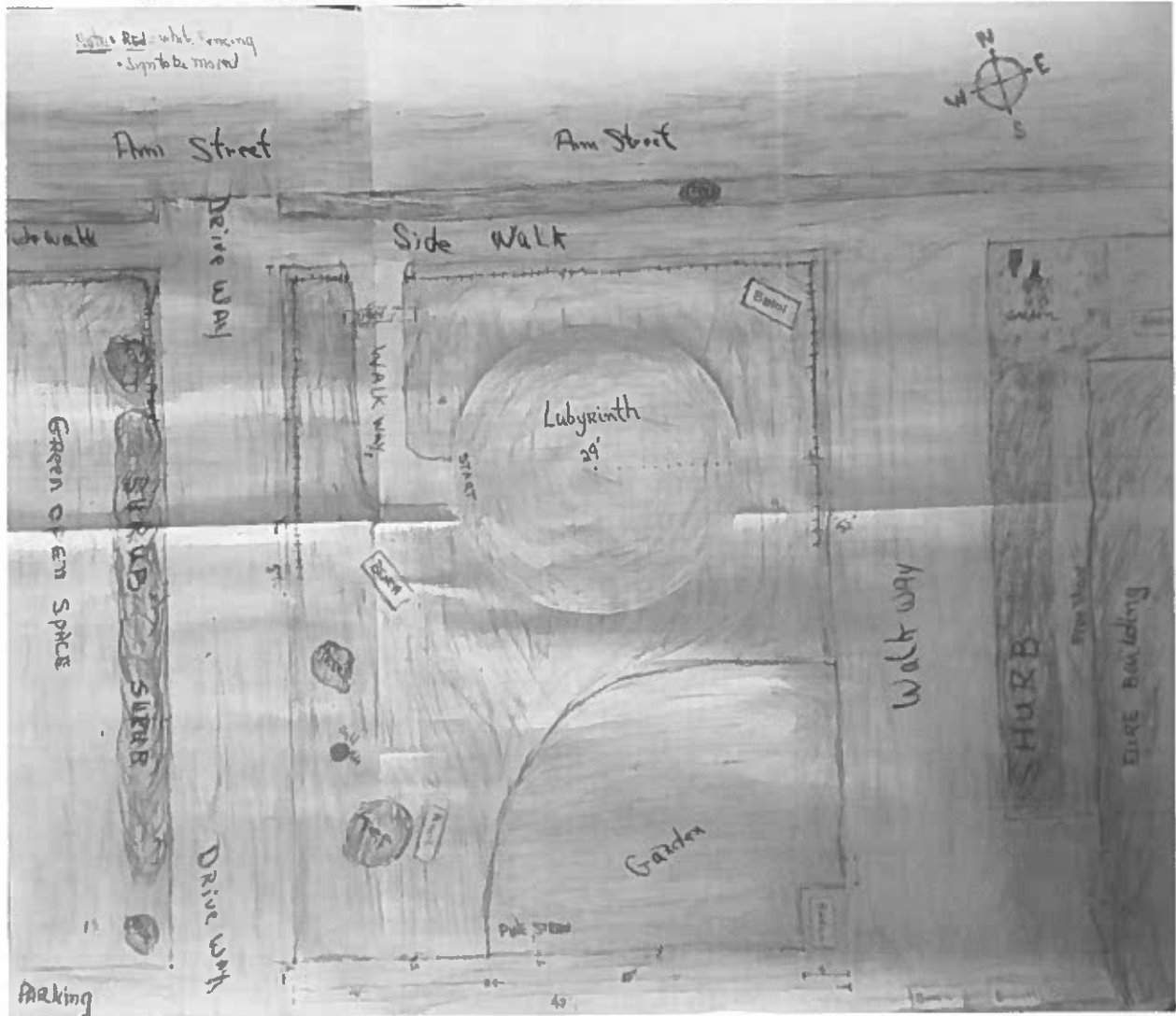
Craven Street



Craven Street

Ann Street









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, February 6, 2024 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case # 24-04 300 Front Street - Encanto Restaurant - Signage

BRIEF SUMMARY:
The owner wishes to install new attached wall & hanging signage for 300 Front Street

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, AICP
Date: January 19, 2024
Case No. 24-04

Request: Install (One wall sign totaling 16 sq ft and one hanging sign totaling 8 sq. ft.)
Applicant: Encanto Restaurant
 5367 NC Hwy. 24
 Bouge, NC 28570

Property Information:
Owners: John Warrington
Location: 300 Front Street
PIN#: 730617008278000

Project Information: According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 300 Front Street, circa 1985. **Commercial Building.** Large, 1-story Mitchell Manufactured prefabricated metal building with a white brick facade.

Proposed work:
 Install (One wall sign totaling 16 sq ft and one hanging sign totaling 8 sq. ft.)

Material:
 Metal Composite

Color:

Signage Guidelines:

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.

8.6.3. Signs on commercial buildings are preferred to be located in a signboard frieze located above the display windows. In this location the sign serves as a boundary between the upper and lower façade.

8.6.5. Use simple, clear graphics and lettering styles in sign design.

Case # 24-04 300 Front Street - Encanto Restaurant - Signage



<u>OWNER</u>	<u>MAIL_HOU</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>IL_ST</u>	<u>MAIL_Z1</u>	<u>MAIL_ZI</u>	<u>MAIL_ADD2</u>
ASCENCIOS,LAUREN ET VIR JULIO FOUR SEAS INVESTMENTS	6875	BOWMAN DAIRY RD	LIBERTY	NC	9140	27298	
HARROLD,DENNIS B ETUX ALICE T	301	FRONT STREET	BEAUFORT	NC		28516	PO BOX 906
REDHAGE,SHARON H	900	ST ANDREWS STREET	TARBORO	NC		27886	
STATE OF NORTH CAROLINA	1321	MAIL SERVICE CENTER	RALEIGH	NC	1321	27699	
WARRINGTON,JOHN ETUX SONDA	300	FRONT ST	BEAUFORT	NC		28516	



qty-1
double sided - \$350

qty-1
single sided - \$325

PLEASE PROOF CAREFULLY: Please double check this proof(s) for errors in spelling, punctuation, and ALL content. Please be extra sure that all information is correct. Every effort is made to ensure your job is error free, however design software does not automatically reveal errors in grammar or spelling. We recommend you printing your proof before proofing. We CANNOT be held responsible for errors in printed pieces that have been approved by the customer. **Three changes to your proof are included with your deposit. Any changes thereafter will incur a \$50 charge each time. Thank you for your business!**





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, February 6, 2024 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business

SUBJECT: Case # 24-06 410 Front Street - Install New Doors & Windows , Signage & Lighting

BRIEF SUMMARY:

The owner wishes to install new doors & windows and signage for 410 Front Street

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, AICP
Date: January 19, 2024
Case No. 24-06

Request: Install New Doors & Windows and Signage for 410 Front Street
Applicant: Waters Contracting Company (Malcom Waters)
 5367 NC Hwy. 24
 Bouge, NC 28570

Property Information:
Owners: Wind Tide
Location: 410 Front Street
PIN#: 730617103011000

Project Information: According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 410 Front Street, circa 1970. **Wheatly, Wheatly, Nobles and Weeks, P.A.** 2-Story, 4-bay, masonry commercial building with flat roof and Colonial Revival facade.

Proposed work:
 Replace a commercial door and windows on front of building

Material:
 See Attached included as part of Application

Color:

Historic Store Front

Characteristics

The primary feature of most downtown commercial buildings is the storefront, with its large plate glass display windows and entrance door. In Beaufort, most examples usually feature central entrance doors, often recessed, flanked by large display windows—all contained within a brick façade of one or two stories. Most storefront windows rest on low walls or bulkheads of brick or wood, sometimes faced with marble or tile. The large transom above most display windows provided natural daylight for the store interiors—an important feature in the very early days of electric lighting. Often there is a recessed panel in the brickwork above the transom that provides an ideal location for a sign. Many of the town’s historic storefronts have been remodeled during the mid-20th century to give the buildings a “modern” appearance, often achieved by replacing the wood framing around the display windows with aluminum and the closure of the glass transoms to create large sign panels.

Historic Store front Guidelines

6.9.1. Retain and preserve historic commercial storefronts and building façades, including display windows, entrance configurations, doors, transoms, bulkheads, windows, cornices, parapets, and brickwork.

6.9.2. Replace historic storefront features only when original elements are too deteriorated to repair. Replacement materials should match the originals in design, dimension, texture, and color. Identical replacement materials are preferred but substitute materials may be approved on a case-by-case basis.

Window and Door Guidelines

6.4.1. Retain and preserve historic windows and doors, including all significant related elements such as frames, sashes, shutters, hardware, old glass, sills, trim, and moldings. Documented restoration is allowable.

6.4.2. Repair existing historic windows and doors where possible, rather than replacing entire window or door units. Use techniques such as wood epoxies and wood patches to repair and strengthen deteriorated wood elements. Replace only those elements that cannot be repaired. Reproduction glass is desirable but not required.

6.4.3. Use replacement windows and doors that match the existing historic elements as closely as possible. Wood windows should be replaced with wood windows. If replacement windows or doors are required, consider first replacing only the deteriorated element, such as a single sash or door, rather than the entire frame or unit. Any new replacements shall match the original in all dimensions, materials, and detailing as closely as possible.

6.4.7. New windows must match original in overall size and opening area and should have three dimensional muntins with either true divided lights (TDL) or three-dimensional grilles on both the interior and exterior sides (SDL). Snap-in grilles or grilles between glass are not appropriate for windows visible from public view.

6.4.10. New window and door openings shall not alter the historic character of the building or cause damage to historic materials or other significant architectural features. They must be detailed and sized to be compatible with the existing structure.

Signage Guidelines:

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.

8.6.3. Signs on commercial buildings are preferred to be located in a signboard frieze located above the display windows. In this location the sign serves as a boundary between the upper and lower façade.

8.6.5. Use simple, clear graphics and lettering styles in sign design.

Exterior Lighting Guidelines

8.4.1. Unless original fixtures already exist, choose fixtures that are simple and unobtrusive and complement the building or site.

8.4.2. Choose lighting sources that generate a soft white light instead of a more intensive yellow or orange light. Metal halide bulbs will achieve the desired effect instead of sodium vapor or fluorescent light sources.

8.4.3. Avoid placing fixtures in areas that will obscure or damage character-defining architectural elements or site features.



<u>OWNER</u>	<u>MAIL_HOUSE</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>MAIL_ST</u>	<u>MAIL_ZI</u>	<u>MAIL_ADD2</u>
400 FRONT ST PROPS LLC ETAL	400-200	ASHVILLE AVE	CARY	NC	27518	
FLYBRIDGE VENTURES LLC	5309	SENSATION WEIGH	BEAUFORT	NC	28516	
PAERL, BARBARA H ET VIR HANS W	100	HOLLY LANE	BEAUFORT	NC	28516	
SALTY VIBES LLC			BEAUFORT	NC	28516	PO BOX 865
YOU CAN FLY LLC			NAGS HEAD	NC	27959	PO BOX 1839

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 **\$250.00 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. Applications must be deemed complete and accepted before the submittal date. Please contact Town Hall at 252-728-2142 if there are any questions.

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Waters Contracting Company

Applicant Address: 5367 Hwy 24 Bogue Nc 28570

Business Phone: 252 764 2105 Email/Cell: 252 659 0571

Property Owner Name: Wind & Tide

Address of Property: 410 Front Street

Phone Number: 252 504 7100 Email/Cell: Bennett Norman 86@gmail.com

PROJECT INFORMATION

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

Change front & rear doors to aluminum storefront doors.
Change two front windows to aluminum frames to match new doors.

Estimated Cost of Project: \$ 24,000

Year House Built: 1970's

Melaf Waters
Applicant Signature

12-8-23
Date

Ben Norman
Property Owner Signature (if different than above)

12-8-2023
Date

An application fee of \$250.00, 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. 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: _____

28 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 of all Design Guidelines that apply to the application and a description of how proposed changes are consistent with the *Design Guidelines for the Beaufort Historic District & Landmarks*, which can be found at <https://www.beaufortnc.org/bc-hpc/page/design-guidelines-beaufort-historic-district-landmarks>
- A list of 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.

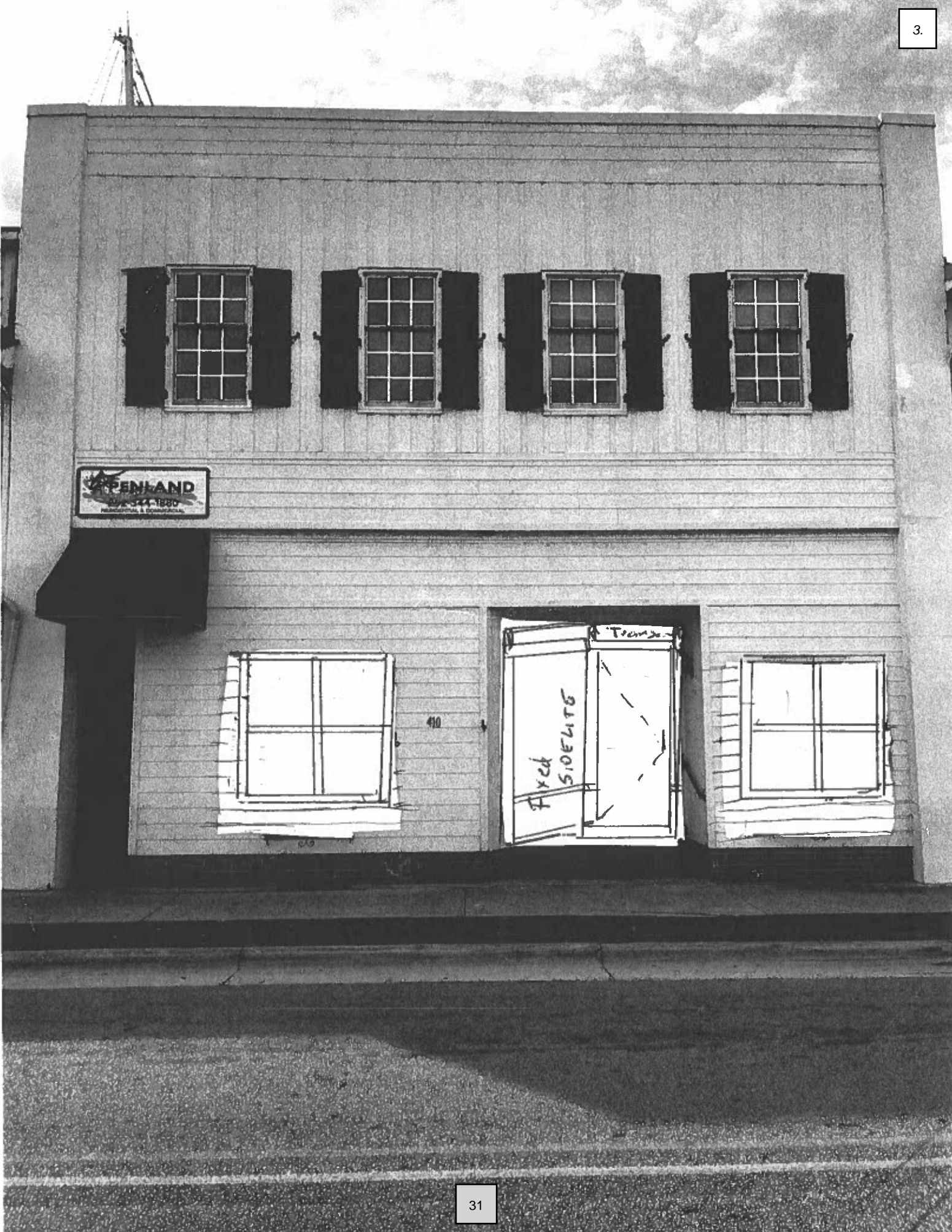
4. At least one set of materials, in color, that are to be evaluated by the Commission should be submitted with the application. An electronic or digital file of the work should also be submitted. Please contact Town Staff to see what electronic or digital file can be submitted.

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 k.garner@beaufortnc.org.







SIDE LITE

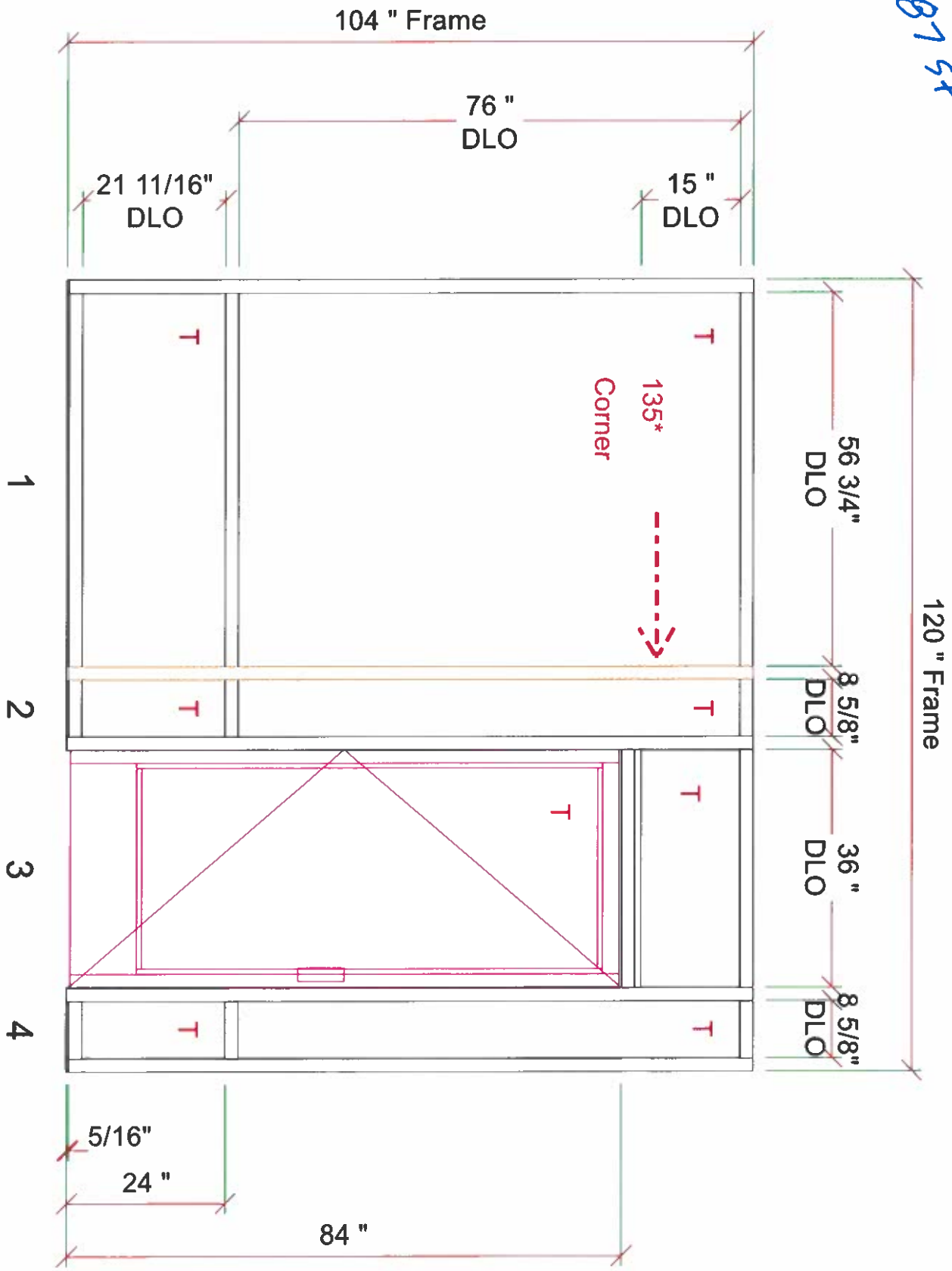
3'0"-7'0"

Aluminum
Store front
Door

SIDE LITE

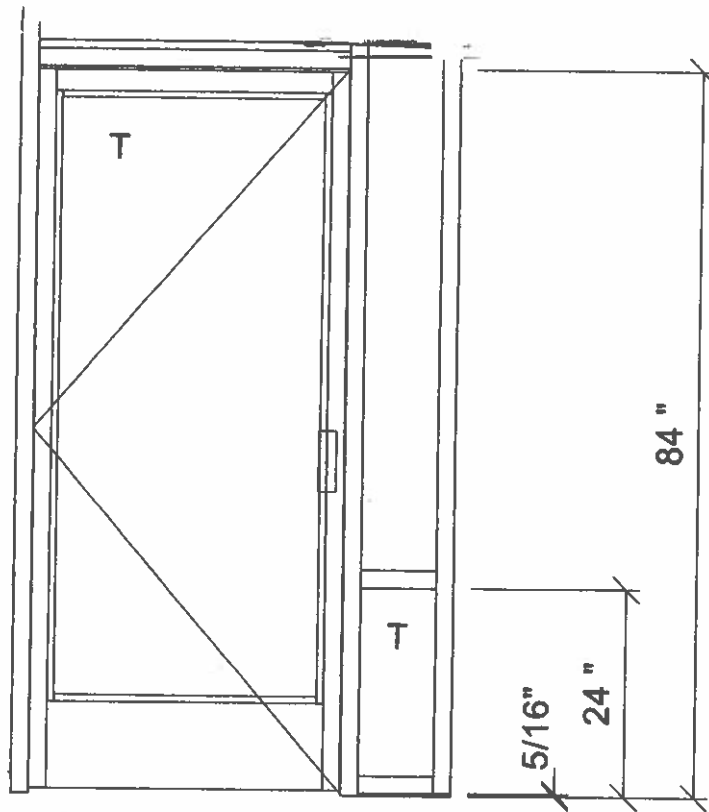
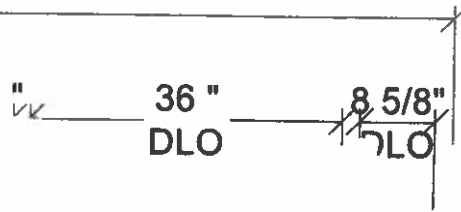


875F



Wind Tide - 2 - 002 - Front Door (1 Thus)
 Frame: (White) B4 : CT451 Storefront (2 x 4-1/2) : 1 inch Glass : Thermal

Frame



Real Door
2 ea.



OPENLAND
202-344-1880
RESIDENTIAL & COMMERCIAL

SIGN
WIND & TIDE

410

WIDE
EDGING
2014

"BEAUFORT"
APPAREL

wind
Tide

SWEATSHIRTS,
TEE SHIRTS,
& MORE

Existing Sign to be Relocated





To: Town of Beaufort
From: Malcolm Waters, Waters Contracting Company
RE: Certificate of Appropriateness Application
Date: Submission on or prior to December 13, 2023 for presentation at January 2, 2024 Meeting

Window and Door Guidelines

- 6.4.1. Retain and preserve historic windows and doors, including all significant related elements such as frames, sashes, shutters, hardware, old glass, sills, trim and moldings. Documented restoration is allowable. Building is not historic built in 1979
6.4.2. Repair existing historic windows and doors where possible, rather than replacing entire window or door units. Use techniques such as wood epoxies and wood patches to repair and strengthen deteriorated wood elements. Replace only those elements that cannot be repaired. Reproduction glass is desirable but not required. Building is not historic built in 1979
6.4.3. Use replacement windows and doors that match the existing historic elements as closely as possible. Wood windows should be replaced with wood windows. If replacement windows or doors are required, consider first replacing only the deteriorated element, such as a single sash or door, rather than the entire frame or unit. Any new replacements shall match the original in all dimensions, materials, and detailing as closely as possible Building is not historic built in 1979
6.4.7. New windows must match original in overall size and opening area and should have three dimensional muntins with either true divided lights (TDL) or three dimensional grilles on both the interior and exterior sides (SDL). Snap-in grilles or grilles between glass are not appropriate for windows visible from public view. Building is not historic built in 1979
6.4.10. New window and door openings shall not alter the historic character of the building or cause damage to historic materials or other significant architectural features. They must be detailed and sized to be compatible with the existing structure. Building is not historic built in 1979

Historic Storefront Guidelines

- 6.9.1. Retain and preserve historic commercial storefronts and building façades, including display windows, entrance configurations, doors, transoms, bulkheads, windows, cornices, parapets, and brickwork. Building is not historic built in 1979
6.9.2. Replace historic storefront features only when original elements are too deteriorated to repair. Replacement materials should match the originals in design, dimension, texture and color. Identical replacement materials are preferred but substitute materials may be approved on a case-by-case basis. Building is not historic built in 1979

- 1. Front and rear door change and two front windows. Change existing doors and windows to aluminum storefront.
2. Adjacent property owners –
• East side Kitty Hawk Kites, John Harris, 412 Front Street 252-504-2039
• West side Cindy and Sameh Toma, 400 Front Street 252-504-7100
3. See attached photos of front building and rear door.
4. See proposed photo of new windows and doors attached.
5. New doors and windows will be 2"x4-1/2" Center glazed Thermal Storefront, Finish color- White, Glazing- 1/4" clear tempered glass in door, 1" Clear low e tempered insulated in sidelites and transoms. Entrance Doors 3'x7' single door with transom and sidelite, narrow stile, 10" bottom

5367 Hwy 24 Bogue, NC 28570
252-764-2105 Fax: 252-764-9089



WATERS

CONTRACTING COMPANY

rail, ¼" glass stops, offset pivots, push bar interior, pull handle exterior, Key cylinder, thumb turn, surface mount closer, weather stripping.

6. Demolition of existing front and rear door and two front windows, frame new rough openings for new window and doors.
7. Sample of Aluminum Framing for Windows and Doors

Thanks,
Malcolm Waters
252 659 0571
President

Window and Door Guidelines

- 6.4.1. Retain and preserve historic windows and doors, including all significant related elements such as frames, sashes, shutters, hardware, old glass, sills, trim and moldings. Documented restoration is allowable.
- 6.4.2. Repair existing historic windows and doors where possible, rather than replacing entire window or door units. Use techniques such as wood epoxies and wood patches to repair and strengthen deteriorated wood elements. Replace only those elements that cannot be repaired. Reproduction glass is desirable but not required.
- 6.4.3. Use replacement windows and doors that match the existing historic elements as closely as possible. Wood windows should be replaced with wood windows. If replacement windows or doors are required, consider first replacing only the deteriorated element, such as a single sash or door, rather than the entire frame or unit. Any new replacements shall match the original in all dimensions, materials, and detailing as closely as possible.
- 6.4.4. Use storm windows to improve energy efficiency where needed. New storm units should have a finish compatible with the color of the house. Unpainted aluminum is not appropriate. Storm windows for double hung sash shall have horizontal dividers that are in alignment with the horizontal meeting rails of the original upper and lower sashes. Storm windows are usually a Minor Work item.
- 6.4.5. Replacement of historic windows and doors for the sole purpose of improved thermal performance is not appropriate. Wood, or appropriately painted metal storm windows and doors should be used.
- 6.4.6. Tinted glass is not appropriate in the historic district in any area visible from public view. Energy-saving or “low-E” glass may be used only if it is not tinted.
- 6.4.7. New windows must match original in overall size and opening area and should have three dimensional muntins with either true divided lights (TDL) or three dimensional grilles on both the interior and exterior sides (SDL). Snap-in grilles or grilles between glass are not appropriate for windows visible from public view.
- 6.4.8. Use storm doors to improve energy efficiency where needed. New storm doors should be compatible with the original exterior doors and with the style and period of the structure. Wood storm doors of the full view or large single-pane type are most appropriate because they do not obscure the original doors. Louvered wood doors are also appropriate. Storm doors should be the full-view type and have a paint finish in a color that is compatible with the colors of the structure. The standard “colonial” type storm door with scalloped trim and cross-buck bottom half is not permitted. Wood screen doors should be appropriate for the period and style of the structure.
- 6.4.9. Preserve and repair original or historic shutters. It is appropriate to add louvered shutters to a historic structure if there is evidence that it once had blinds. All shutters shall be installed so that they will fit the window frame opening if closed and shall be of correct proportions for

each window. Blinds shall be provided with operable hardware, consisting of hinges, pintles and holdbacks located in the appropriate positions. Shutters may be operable or fixed. Shutters made of synthetic or substitute materials, that duplicate the look, appearance and patina of wood may be allowed. They should not be nailed or screwed onto the building surface.

- 6.4.10. New window and door openings shall not alter the historic character of the building or cause damage to historic materials or other significant architectural features. They must be detailed and sized to be compatible with the existing structure.
- 6.4.11. Avoid the placement of metal awnings over windows and doors. Fabric awnings may be used if the house originally or historically had them. Install awnings in such a manner that they do not conceal architectural features or damage historic building fabric. Choose colors and patterns that harmonize with the building and do not compete with it.

Historic Store front Guidelines

- 6.9.1. Retain and preserve historic commercial storefronts and building façades, including display windows, entrance configurations, doors, transoms, bulkheads, windows, cornices, parapets, and brickwork.
- 6.9.2. Replace historic storefront features only when original elements are too deteriorated to repair. Replacement materials should match the originals in design, dimension, texture and color. Identical replacement materials are preferred but substitute materials may be approved on a case-by-case basis.
- 6.9.3. To reconstruct missing or altered storefront features, design new façade details to be compatible with the subject building and the surrounding historic buildings of the same period and style. Consider returning altered facades to original window sizes and configuration. Materials used must conform to the above guidelines (2) for replacement storefront features. Base the rehabilitation on sound historical evidence. Avoid historically false “colonial” features such as carriage lamps, eagles, bay windows, broken-arched pediments and other popular artifices.
- 6.9.4. Preserve and rehabilitate rear facades where possible, particularly where access is provided from rear parking areas. Eliminate or consolidate utility lines, pipes, meters, mechanical units, etc. to improve the appearance of rear facades. Locate trash cans and dumpsters away from public rear access doors and screen them from public view.
- 6.9.5. The preferred material for awnings is fabric although wood or metal awnings may be allowed on a case-by-case basis if there is a clear historic precedent. New awnings should be compatible with the building in size, scale, form and color.
- 6.9.6. Retain original roof forms and features. Do not add additional stories, penthouse, roof decks, skylights, mechanical equipment or any other features that can be seen from the sidewalk, right-of-way or any public rear access walkway. Exceptions may be made on a case-by-case basis if there is a clear historic precedent.
- 6.9.7. Always try to repair or replace on a limited basis, rather than embark on whole-sale replacement. Do not introduce a new design that is incompatible in size, scale, material, and/or color with its surrounds.

THE MARVIN PORTFOLIO

MARVIN®

The Marvin portfolio consists of five product lines organized into three distinct collections defined by the degree of design detail and customization opportunities. Marvin windows and doors offer exceptional performance, energy efficiency, low maintenance, and quality you can see, feel, and touch to help bring your vision to life.



ULTIMATE
 A vast, extensive selection of features, options, and product types.

MARVIN SIGNATURE COLLECTION

MODERN
 Design flexibility and energy-efficient, weather-appropriate solutions for Modern Wood™ window dealers.

COASTLINE
 Custom windows and doors for high velocity hurricane zones in the Coastal Strike Zone.

ELEVATE
 Wide range of options and product types.

MARVIN ELEVATE COLLECTION

ESSENTIAL
 Curated options and product types.

MARVIN ESSENTIAL™ COLLECTION

INTERIORS	<p>WOOD 6 species options + custom 2 painted or primed options 6 stains + clear coat.</p> <p>EXTRUDED ALUMINUM 19 colors + custom OR WOOD 3 species + custom</p>	<p>EXTRUDED ALUMINUM 5 color options</p>	<p>EXTRUDED ALUMINUM 6 solid colors, 4 woodgrain finishes</p>	<p>WOOD Bare pine, painted Designer Black, painted White, or clear coat.</p>	<p>FIBERGLASS 4 color options</p>
EXTERIORS	<p>EXTRUDED ALUMINUM 19 colors + custom OR WOOD 3 species + custom</p>	<p>FIBERGLASS 5 color options</p>	<p>EXTRUDED ALUMINUM 6 solid colors, 4 woodgrain finishes</p>	<p>FIBERGLASS 6 color options</p>	<p>FIBERGLASS 6 color options</p>
SIZING	<p>Standard + custom sizing for replacement, remodeling, or new construction</p>	<p>Custom sizing for remodeling or new construction</p>	<p>Custom sizing for replacement, remodeling, or new construction</p>	<p>Standard + custom sizing for replacement, remodeling, or new construction</p>	<p>Standard + custom sizing for replacement, remodeling, or new construction</p>
HARDWARE	<p>Extensive selection including Marvin Gallery Hardware</p>	<p>Minimalist hardware for modern design aesthetic</p>	<p>Available in multiple styles, sizes, and finishes to complement the window + door aesthetics</p>	<p>Standard + custom sizing for replacement, remodeling, or new construction</p>	<p>Available in 6 finish options with 1 door handle styles</p>
COASTAL + WATERFRONT	<p>Hurricane Impact Zones 3 and 4, + PG 50 Products</p>		<p>All products rated for High Velocity Hurricane Zone (HZ)A</p>	<p>Hurricane Impact Zone 3, + PG 50 Products</p>	
38	HISTORIC SOLUTIONS				39

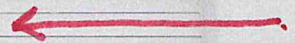




Goose Neck lighting over sign.



Wind and Tide Sign
144" wide x 14" tall



Relocate Existing sign

"BEAUFORT"
APPAREL

Wind
Tide

^{114"}SWEATSHIRTS,
TEE SHIRTS,
& MORE ^{20"}



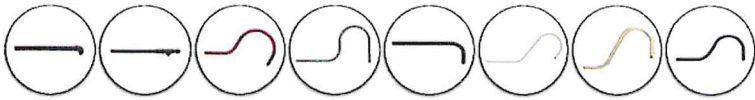
Remove & Relocate Existing Sign



Search the store Q

HOME / BARN LIGHTS / CUSTOMIZABLE FARMHOUSE INDOOR/OUTDOOR LED BARN LIGHT

Farmhouse highlights



Color Black

10" 12" 14" 16" 22"



Customizable Farmhouse Indoor/Outdoor LED Barn Light

★★★★★ (38 reviews)

[Write a Review](#)



4.7 ★★★★★
Google
Customer Reviews

SKU: BGYW

\$263.00

SHADE SIZE: REQUIRED

10" 12" 14" 16" 22"

SHADE & BASE FINISH: REQUIRED

STEM STYLE: REQUIRED

STEM FINISH: REQUIRED