



## **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, July 01, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting**

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#### **Call to Order**

#### **Roll Call**

#### **Agenda Approval**

#### **Minutes Approval**

- [1.](#) HPC Draft Minutes 060325

#### **Administration of Oaths**

#### **Old Business**

- [1.](#) Case # 25-19 118 Moore St - Replace Existing Shed with Larger Shed

#### **New Business**

- [1.](#) Case # 25-22 112 Orange Street – New east side roof dormer and replaced north side window.
- [2.](#) Case # 25-23 207 Moore Street - Application for Historic Plaque
- [3.](#) Case # 25-24 112 Moore Street - Re-issuance Landscaping, Gutters & Hardscape

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

#### **Staff Comments**

#### **Adjourn**



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**Town of Beaufort Historic Preservation Regular Meeting**  
**6:00 PM Tuesday, June 3<sup>rd</sup>, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516**  
**Minutes**

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**Call to Order**

Chair McCune called the June 3<sup>rd</sup>, 2025 Beaufort Historic Preservation Commission regular meeting to order at 6:00 p.m.

**Roll Call**

Members Present: Joyce McCune, Chair; Bradley Hedrick, Vice-Chair; Bradley Cummins, Kris Davis, Marissa Morris, Jessica Sabiston, Tyler Tennant

Members Absent: None

A quorum was declared with seven members present.

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

**Agenda Approval**

Chair McCune noted that the applicant for Case #25-19 was unable to attend the meeting. She requested the agenda item be moved to the July meeting.

*Vice-Chair Hedrick made the motion to amend the Agenda and move Case #25-19 to the July meeting and Member Cummins made the second. Chair McCune took a vote that was unanimously approved.*

*Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Kris Davis, Marissa Morris, Jessica Sabiston, Tyler Tennant*

**Minutes Approval**

*Vice-Chair Hedrick made the motion to approve the Minutes as presented and Member Morris made the second. Chair McCune took a vote that was unanimously approved.*

*Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Kris Davis, Marissa Morris, Jessica Sabiston, Tyler Tennant*

**Items of Consent**

- 1. Approval of the Orders for 812 Broad Street, 410-A Front Street, 116 Queen Street & 601 Front Street – Certificate of Appropriateness

*Member Cummins made the motion to approve the Orders as presented and Vice-Chair Hedrick made the second. Chair McCune took a vote that was unanimously approved.*

*Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Kris Davis, Marissa Morris, Jessica Sabiston, Tyler Tennant*

**Commission / Board Comments**

Chair McCune proposed establishing a subcommittee to work on the new Standards, consisting of three members to avoid a quorum. Bradley Hedrick and Kris Davis volunteered to work with her. The subcommittee will review the existing guidelines and discuss the resiliency piece, potentially adding it as an appendix. The Commission discussed concerns about the impact of the new Unified Development Ordinance and Non-Intensification Zone (NIZ) on the historic commercial district, clarifying that the NIZ focuses on infrastructure while the HPC addresses aesthetics.

The Commission also discussed changing the street signage for the historic district, noting the importance of signs to inform people they are entering the historic district, and that the signs would help delineate and bring awareness to the historic district.

**Staff Comments**

Mr. Garner informed the Commission that there might be at least five items on the July 1st agenda and confirmed quorum availability for that meeting. He gave an update on new fencing being installed behind the police department and fence screening at the Turner Street / Ann Street lift station.

Ms. Quattlebaum provided an update on the appeal of the decision regarding 312 Moore Street, where the Board of Adjustment upheld the HPC's decision. The neighbor at 310 Moore had appealed their decision regarding the retaining wall, with the town arguing that she had not been a party to the original hearing. The Board of Adjustment voted unanimously that the neighbor had waived her right to appeal by not participating in the quasi-judicial hearing. Ms. Quattlebaum emphasized the importance of thoroughness and evidence in decision-making, suggesting tabling items and requesting more information when needed.

Mr. Garner then addressed concerns about a home business at 301 Broad Street, confirming it is 100% compliant with regulations because it is occupying 25% of the home.

**Adjourn**

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

*Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Kris Davis, Marissa Morris, Jessica Sabiston, Tyler Tennant*

Chair McCune declared the June 3<sup>rd</sup>, 2025 meeting adjourned at 6:42 p.m.

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Chair, Joyce McCune

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Board Secretary, Laurel Anderson



**Town of Beaufort, NC**

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**Town of Beaufort Historic Preservation Commission Regular Meeting  
6:00 PM Tuesday, July 1, 2025 – 614 Broad Street – Train Depot**

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**AGENDA CATEGORY:** Old Business

**SUBJECT:** Case # 25-19 118 Moore St - Replace Existing Shed with Larger Shed

**BRIEF SUMMARY:**

This item was tabled at the May & June meeting and a decision will have to be made at the July meeting.

The owner wishes to demo the existing rear storage shed (220 sq. ft. +/-) with a proposed 720 sq. ft. building.

**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:** April 25, 2025  
**Case No.** 25-19

**Request:** Demo Existing Shed & Replace with Larger Shed

**Applicant:** Meg Risser  
 118 Moore Street

**Property Information:**

**Owners:** Meg Risser  
**Location:** 118 Moore Street  
**PIN#:** 730617007999000

**Project Information:** According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 118 Moore Street, circa 1852. **Alexander House.** Well-preserved, 2-story, side gable, Greek Revival house is 3 bays wide with a side hall plan. Boxed eaves with returns, gable raking cornices, plain siding, replacement exterior end chimney, and 9/6 sash. 2- story, I-bay porch has replacement Doric posts and traditional railing. House was the rectory for St. Paul’s Episcopal Church until at least the early 20th century. (Wrenn file, interview with owner)

This property recently submitted a COA request for a new rear porch and stairs.

**Proposed work:**

Replace the existing 220 sq. ft. shed with a proposed 720 sq. ft. structure

**Material:**

### Roof Guidelines

6.1.3 New roofing materials should be compatible with either the existing or original roofing material. Match the historic material as closely as possible in color, shape, size, and texture. Asphalt or fiberglass-asphalt shingles are acceptable substitutes for standing-seam tin, wood shingles, or metal shingles. Any distinctive patterns of shingles or slates shall be retained and/or replicated exactly. Galvanized standing-seam with a large “agricultural” ridge, usually for ventilation, is not acceptable in the historic district. Instead, use standing seam metal with a crimped edge.

### Wood Siding, Trim, and Ornament Guidelines

6.2.11. The use of fiber cement siding may be approved for new structures, non-historic structures and additions to historic structures not visible from public streets or waterways.

### Window and Door Guidelines

6.4.7. New windows must match original in overall size and opening area and should have three dimensional muntin’s 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

### Paint and Exterior Colors Guidelines

6.7.2. Determine the building’s style and period and consult with the HPC or reference sources for the most appropriate paint colors. Use paint colors that are appropriate for the style and period of the subject property and that accentuate the building’s architectural features.

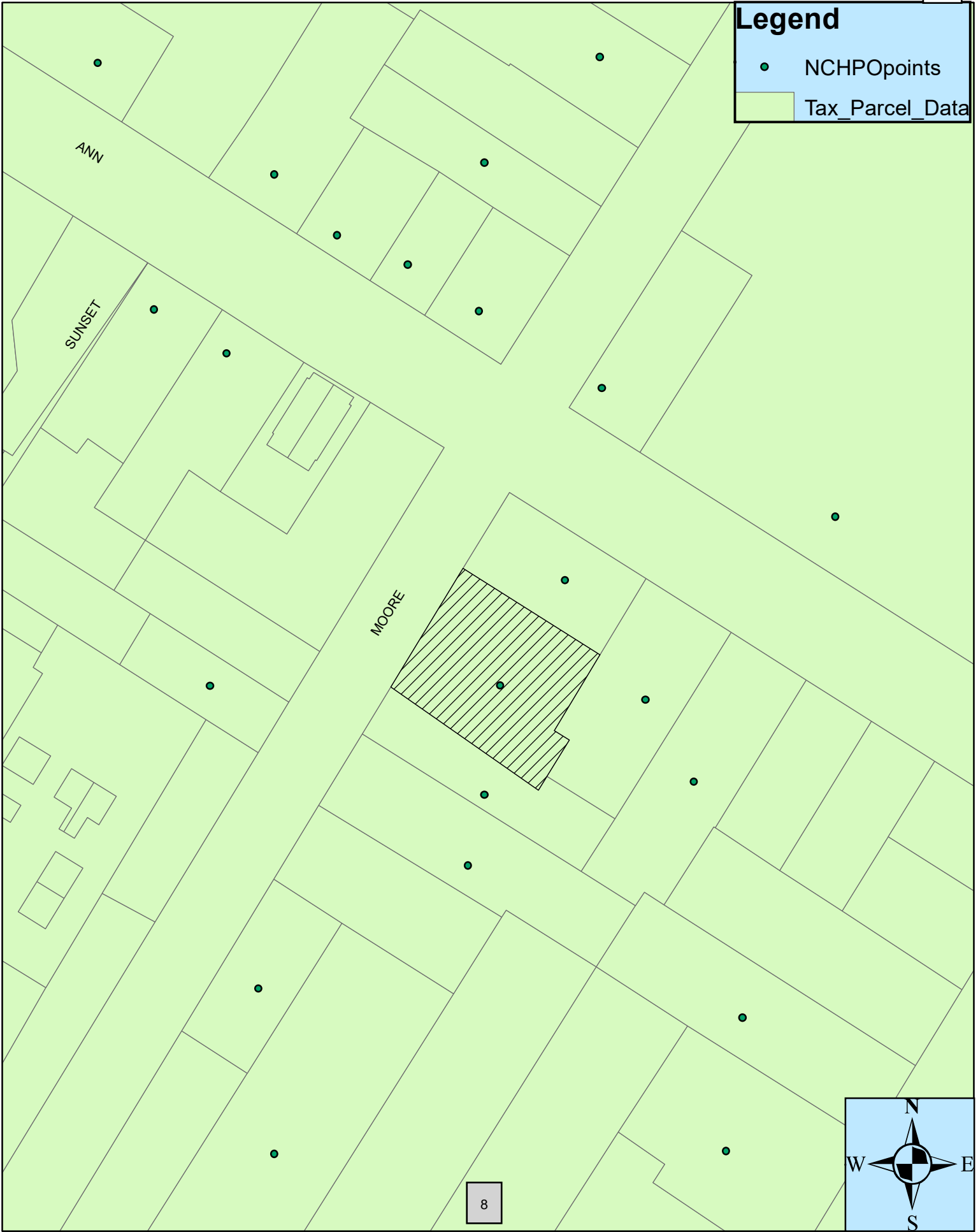
### Landscaping Guidelines

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

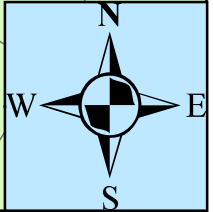
8.1.13. New tool sheds, swimming pools and other modern yard features should be located in areas not seen from public view.

Case # 25-19 118 Moore St - Replace Existing Shed with Larger Shed

1.



8



<u>OWNER</u>	<u>MAIL_ADDRE</u>	<u>MAIL_CITY</u>	<u>_S^AIL_Z1AIL_ZI5</u>
JOHNSON ZACKARY I ETAL HUNT	206 ANN STREET	BEAUFORT	NC 28516
LARUSSA MICHELE LYNN	109 COREY BRIDGE ROW	CARY	NC 27513
PAUL ALLAN	403 GLASCOCK ST	RALEIGH	NC 27604
RISSER MARGARET PINER	118 MOORE STREET	BEAUFORT	NC 2129 28516
TALBOT DAVID C	120 MOORE STREET	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: Margaret Risser

Applicant Address: 118 Moore St. Beaufort, NC 28516

Business Phone: \_\_\_\_\_ Email/Cell: 919-741-2943  
mrissers51@gmail.com

Property Owner Name: Same

Address of Property: Same

Phone Number: Same Email/Cell: Same

**PROJECT INFORMATION**

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

Estimated Cost of Project: \$ < 100,000 \$

Year House Built: 1852

Margaret P. Risser  
Applicant Signature

4/7/25  
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](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 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.*

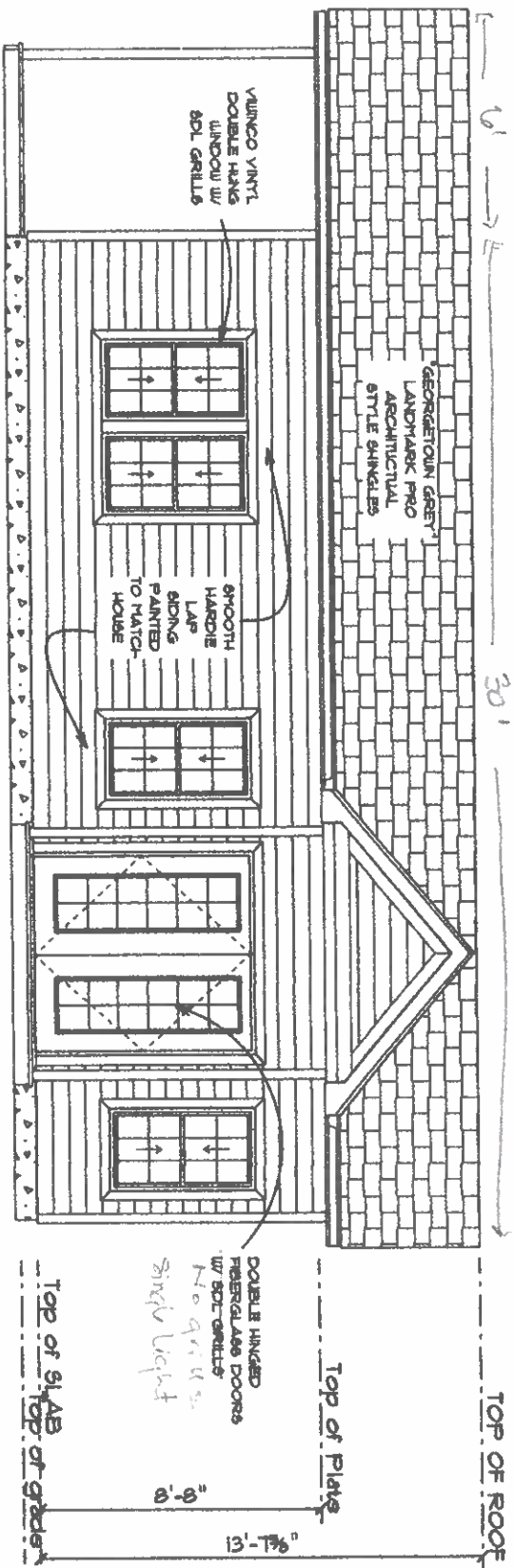
*If there are questions regarding what should or should not be included with this application, please contact Town Staff at 252-728-2142 or at [k.garner@beaufortnc.org](mailto:k.garner@beaufortnc.org).*

Neighbors to 118 Moore St. Margout Rissav

Johnson, Zackary 206 Ann St

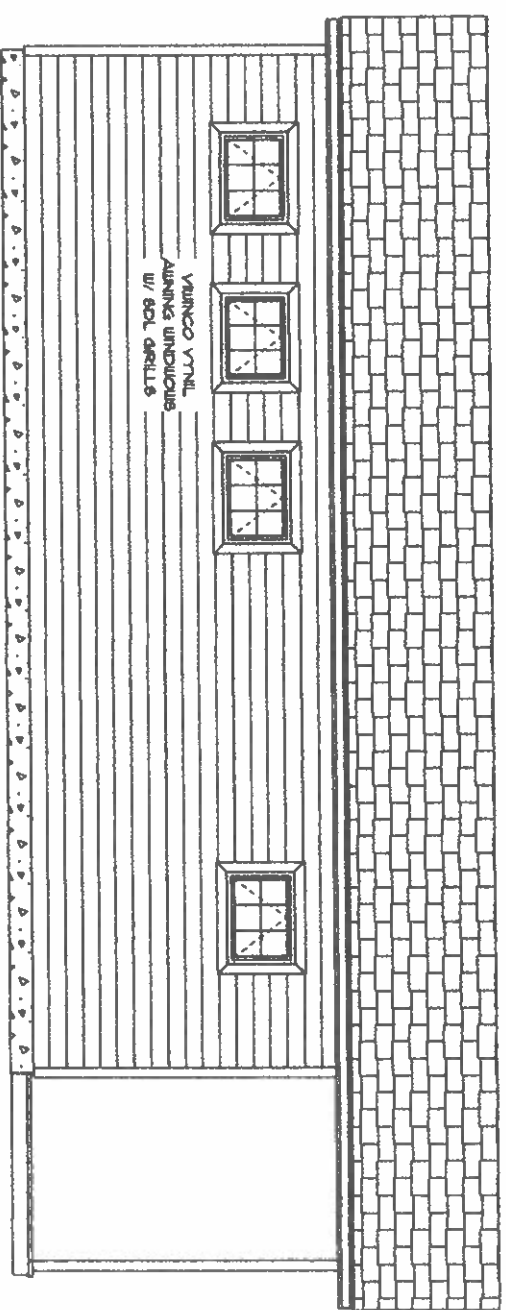
Talbot, David 202 Moore St

Larussa, Michel 114 Moore St.



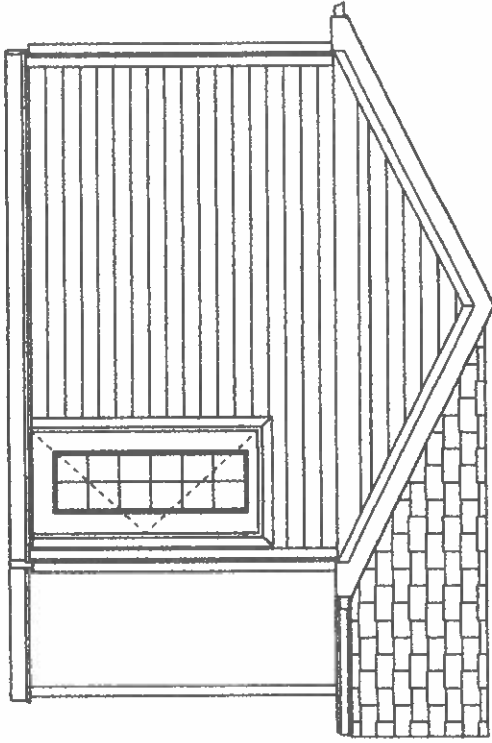
# FRONT ELEVATION

SCALE: 3/16" = 1'-0"



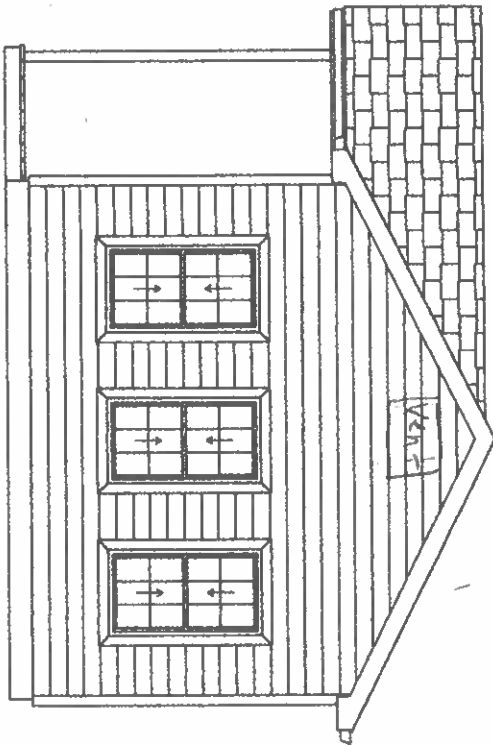
# REAR ELEVATION

SCALE: 3/16" = 1'-0"



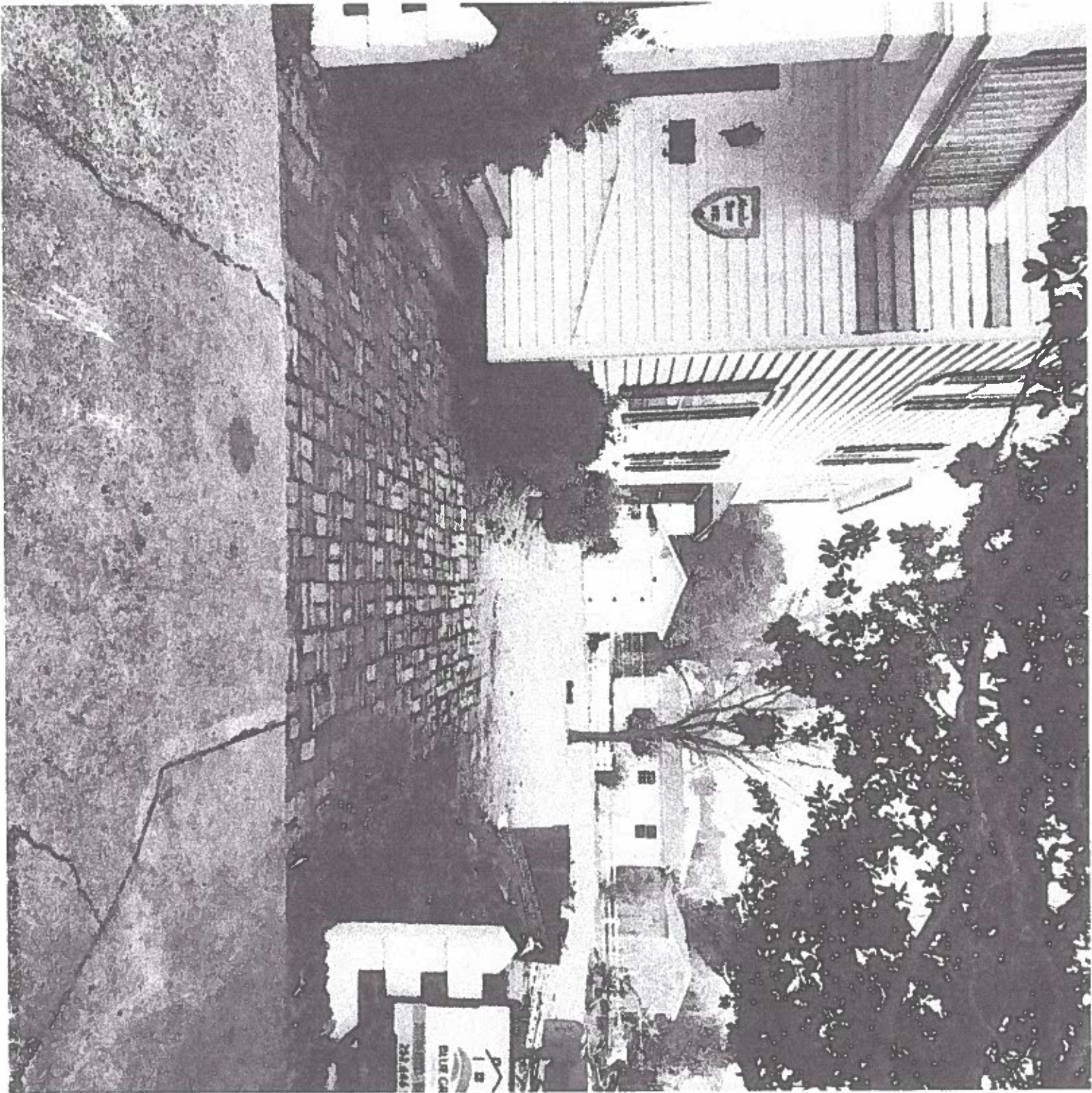
**LEFT ELEVATION**

SCALE: 3/16" = 1'-0"



**RIGHT ELEVATION**

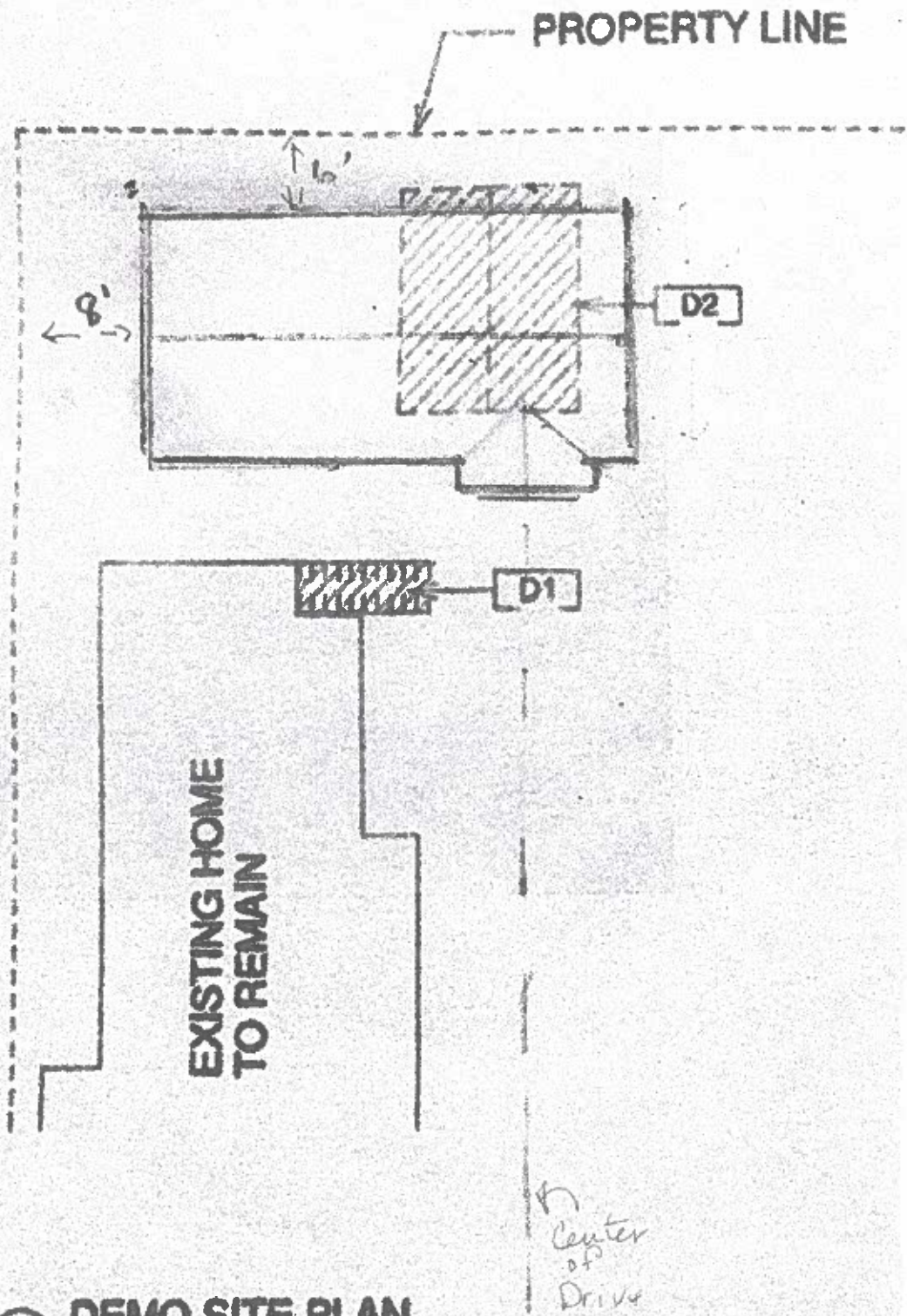
SCALE: 3/16" = 1'-0"



EXISTING  
SHED  
TO BE  
DEMOLISHED



Aprox. Street view of new structure



① DEMO SITE PLAN  
1/16" = 1'-0"





ANN ST. VIEW existing shed in background



ANN ST. VIEW existing shed



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**Town of Beaufort Historic Preservation Commission Regular Meeting  
6:00 PM Tuesday, July 1, 2025 – 614 Broad Street – Train Depot**

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**AGENDA CATEGORY:** New Business  
**SUBJECT:** Case # 25-22 112 Orange Street – New east side roof  
dormer and replaced north side window.

**BRIEF SUMMARY:**  
The owner wishes to install a dormer to enlarge upstairs bathroom ceiling. The owner wishes to replace window on north side of house.

**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:** July 1, 2025  
**Case No.** 25-22

**Request:** New East side roof dormer and North side window.

**Applicant:** Geoffrey Adair  
 112 Orange Street

**Property Information:**

**Owners:** Geoffrey Adair  
**Location:** 112 Orange Street  
**PIN#:** 730617100588000

**Project Information:** According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 112 Orange Street, circa 1940. **House.** 1Y side gable, 3-bay, side gable Craftsman house has brick veneer, 2 gabled dormers, 6/6 single and paired sash, and stoop with arched overhang. Built between 1924 and 1941. (SM)  
 C Outbuilding. c. 1930. Front gable metal building.  
 C Outbuilding. c. 1930. Side gable outbuilding with German siding.

April 1994 – A COA was issued for landscaping in the front of the property.

April 2023 – A COA was issued for the demo of two existing storage buildings in the rear yard and a new 625 square foot structure.

**Proposed work:** See Attached Application

**Material:** See Attached Application

## Roof Guidelines

6.1.1 Preserve original and significant later roof forms, shapes, and major roof architectural elements such as dormers, gables, chimneys, and eave overhangs. It is not appropriate to make alterations to the front or other primary portions of the roof of a contributing structure if that roof slope can be seen from public view.

6.1.2 Preserve, maintain, and repair historic roofing details and materials such as slate, standingseam metal, and tile. Replace in-kind only if necessary, due to deterioration or damage. Replace only the damaged or deteriorated portion using materials identical to the original if possible.

6.1.3 New roofing materials should be compatible with either the existing or original roofing material. Match the historic material as closely as possible in color, shape, size, and texture. Asphalt or fiberglass-asphalt shingles are acceptable substitutes for standing-seam tin, wood shingles, or metal shingles. Any distinctive patterns of shingles or slates shall be retained and/or replicated exactly. Galvanized standing-seam with a large “agricultural” ridge, usually for ventilation, is not acceptable in the historic district. Instead, use standing seam metal with a crimped edge.

6.1.4 Retain historic roof-top features such as ornamental eaves, cornices, rake-boards, dormers, gables, chimneys, finials, cresting, steeples, belfries, cupolas, and railings that add to the overall architectural character of a structure. All original and significant later features should be preserved and restored, rather than removed. The design of any new roof features should be based on documentary evidence and are compatible with both the building and surrounding buildings.

6.1.5 Contemporary or non-historic roof features may be installed on areas of the roof not seen from the public view or on other non-character defining secondary roofs. Included are skylights, roof-mounted vents, dormers, chimneys, antennas, and solar collectors. These are not permitted when their installation or later removal would damage or destroy a significant roof feature. In certain instances, new dormers may be permitted on side or rear elevations if their design is compatible with the building and the roofline.

## Wood Siding, Trim, and Ornament Guidelines

6.2.11. The use of fiber cement siding may be approved for new structures, non-historic structures and additions to historic structures not visible from public streets or waterways.

## Brickwork and Masonry Guidelines

6.3.7. Use only hand tools to remove deteriorated mortar joints, under the direction of a skilled mason. Do not use power tools or saws to remove mortar joints

[Type here]

## 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.
- 6.4.8. 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.
- 6.4.10. 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.

## Paint and Exterior Colors Guidelines

- 6.7.1. Repainting a building in the same color, including minor touch-up painting, and the cleaning of existing painted surfaces do not require a COA, nor does re-lettering a painted sign in the same color.

## Additions to Historic Buildings Guidelines

- 7.8.1. Where possible, locate new additions at the side or rear so that they have a minimal impact on the façade and other primary elevation of the affected building or adjacent properties.

[Type here]

7.8.2 The overall proportions of a new addition should be compatible with the existing building in height, scale, size and massing so as not to overpower it visually. A new addition should never be taller or wider than the original structure unless required by code or a non-aesthetic functional requirement. Observe the principle of “additive massing” where the original structure remains dominant and the additions are adjoining and smaller masses.

7.8.3. The design elements of a new addition should be compatible with the existing building in terms of materials, style, color, roof forms, massing proportion and spacing of doors and windows, details, surface texture, and location. Contemporary adaptations of the original which clearly look like an addition and reflect the period of construction are encouraged.

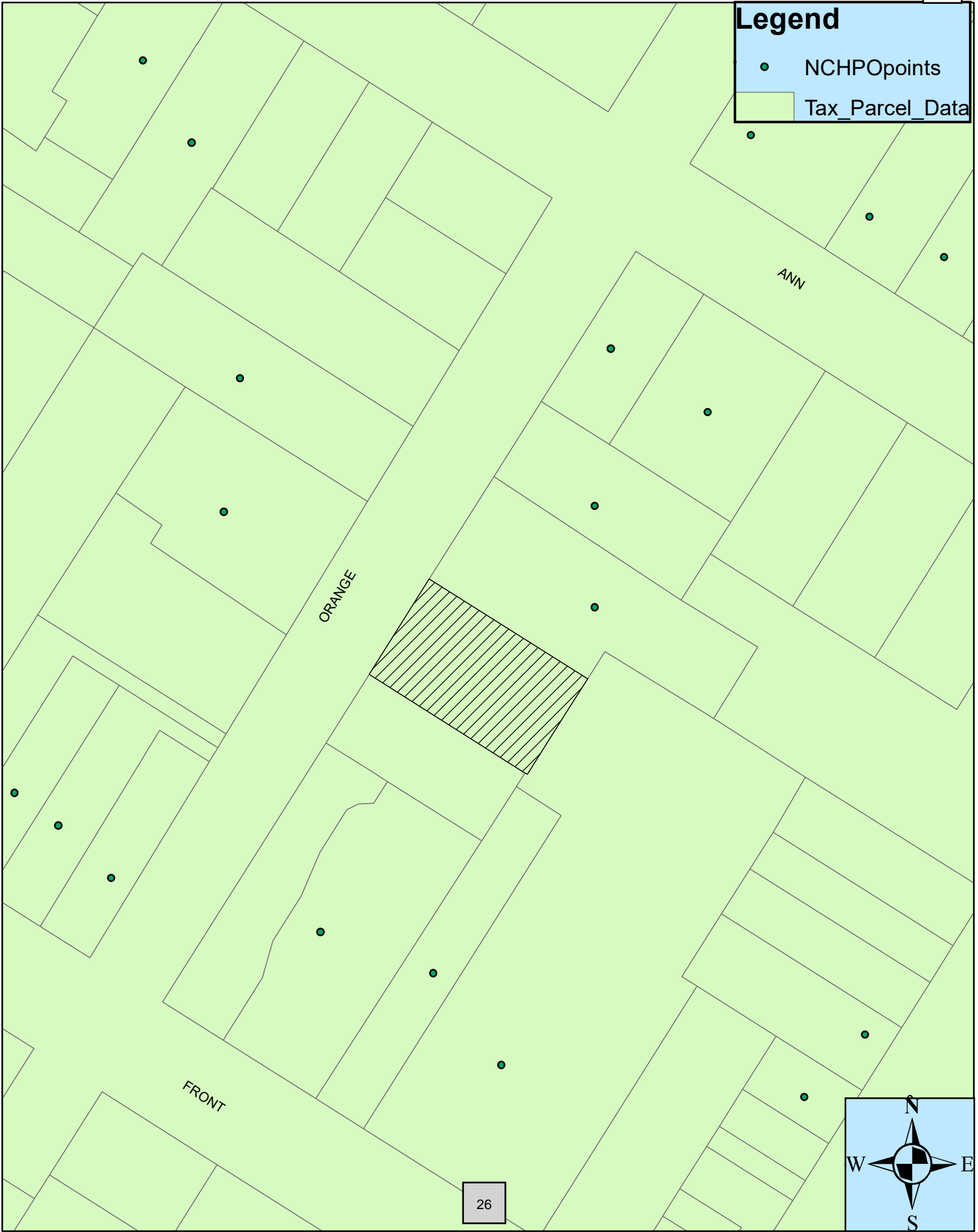
7.8.4. Additions should be constructed so that they can be removed from the original building in the future without irreversible damage to significant features.

7.8.5. Vinyl, aluminum, or pressed wood are not appropriate on additions to historic buildings. Other substitute siding may be allowed. (SEE SIDING GUIDELINES)

7.8.6. Wood windows are most appropriate for new additions within the historic district; however, substitute window materials are acceptable for new additions provided the proposed windows meet the requirements set forth in the WINDOWS AND DOORS guidelines.

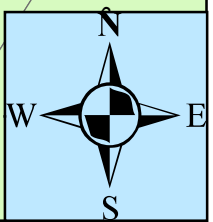
7.8.7. Rooflines of new additions should be similar in form, pitch, and eave height to the roofline of the original building.

[Type here]



**Legend**

- NCHPO points
- Tax\_Parcel\_Data



<u>OWNER</u>	<u>MAIL_ADDRE</u>	<u>MAIL_CITY</u>	<u>IL_ST</u>	<u>AIL_Z1</u>	<u>AIL_ZI</u>
ADAIR GEOFFREY GLENN	1344 PINE VALLEY DR	NEW BERN	NC	2905	28562
JOHNSTON JEFFREY M	113 ORANGE ST	BEAUFORT	NC	2132	28516
ROSE GEORGE E JR ETUX ELIZABET	PO BOX 2037	BEAUFORT	NC		28516
SIMPSON ANN KINDELL	3100 MORROW FARM LANE	CHAPEL HILL	NC		27516
STATE OF NORTH CAROLINA	1321 MAIL SERVICE CTR	RALEIGH	NC	1321	27699
STEPHENSON CATHERINE POTTER	116 ORANGE 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: Geoffrey G. Adair  
Applicant Address: 1344 Pine Valley Dr. New Bern 28562  
Business Phone: 252-670-3224 Email/Cell: ggaada@hotmail.com  
Property Owner Name: Geoffrey G. Adair  
Address of Property: 112 Orange Street  
Phone Number: 252-670-3224 Email/Cell: ggaada@hotmail.com

**PROJECT INFORMATION**

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

Please see project packet provided by owner.  
① Replace rotted North Window.  
② Add a dormer onto the rear of house.

Estimated Cost of Project: \$ 35,000.00 Year House Built: 1936  
Applicant Signature: [Signature] Date: 5-29-2025

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](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: \_\_\_\_\_  
Date: \_\_\_\_\_

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

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. *None*
- A landscaping plan indicating major planting materials. *None*
- 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. *None*

### **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.

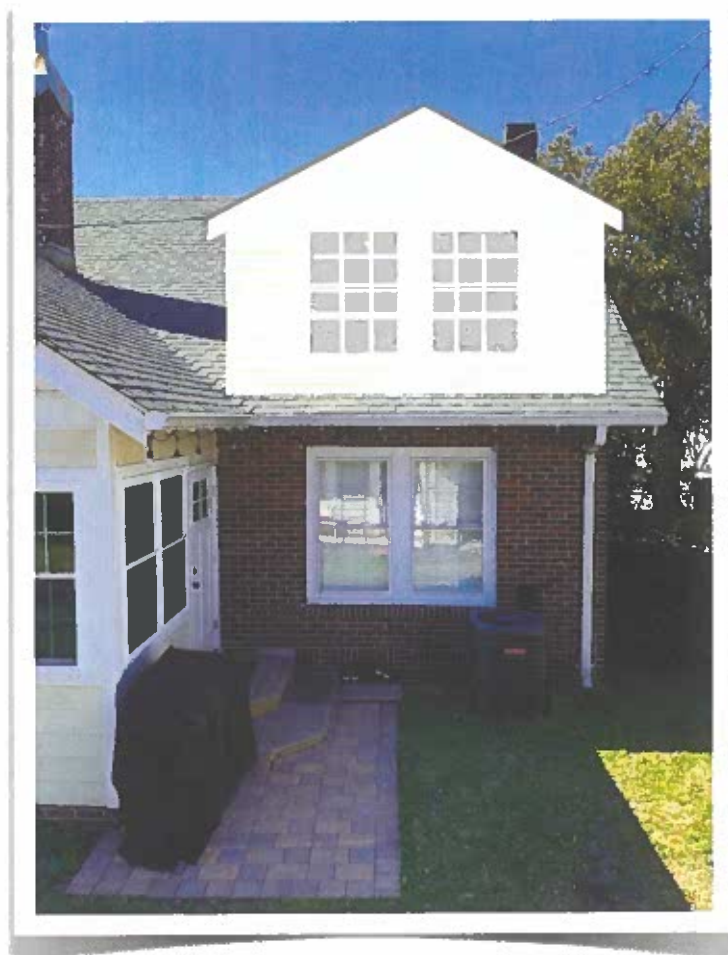
*A COA is valid for a period of six (6) months and may be renewed for an additional six months via written request to Town Staff from the applicant (please state all reasons why the extension is needed). If work has not begun or a **building permit** for the project has not been obtained within the six-month 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](mailto:k.garner@beaufortnc.org).*

# 112 ORANGE ST.

## NEW EAST SIDE ROOF DORMER AND NEW NORTH SIDE WINDOW

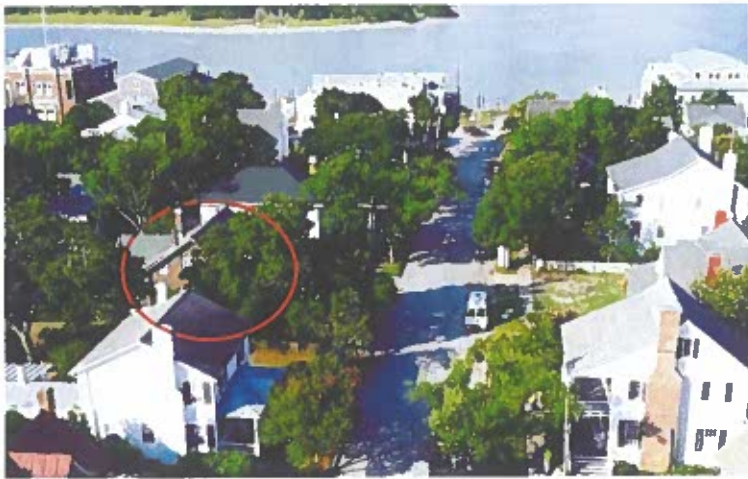
Prepared for Historic Preservation Commission  
May 15, 2025



**Geoffrey Adair**  
**252-670-3224**  
**[ggaada@hotmail.com](mailto:ggaada@hotmail.com)**

# Location (Circa 2020 photos)

112 Orange Street is a two-story, Cape Cod style, single family dwelling that also incorporates some Craftsman elements. It was built in 1936 by Otis Moore, who was then employed by the Norfolk Southern Railroad. It has been in the current owner's immediate family since 1963 and is the owner's childhood home.



# Neighbors

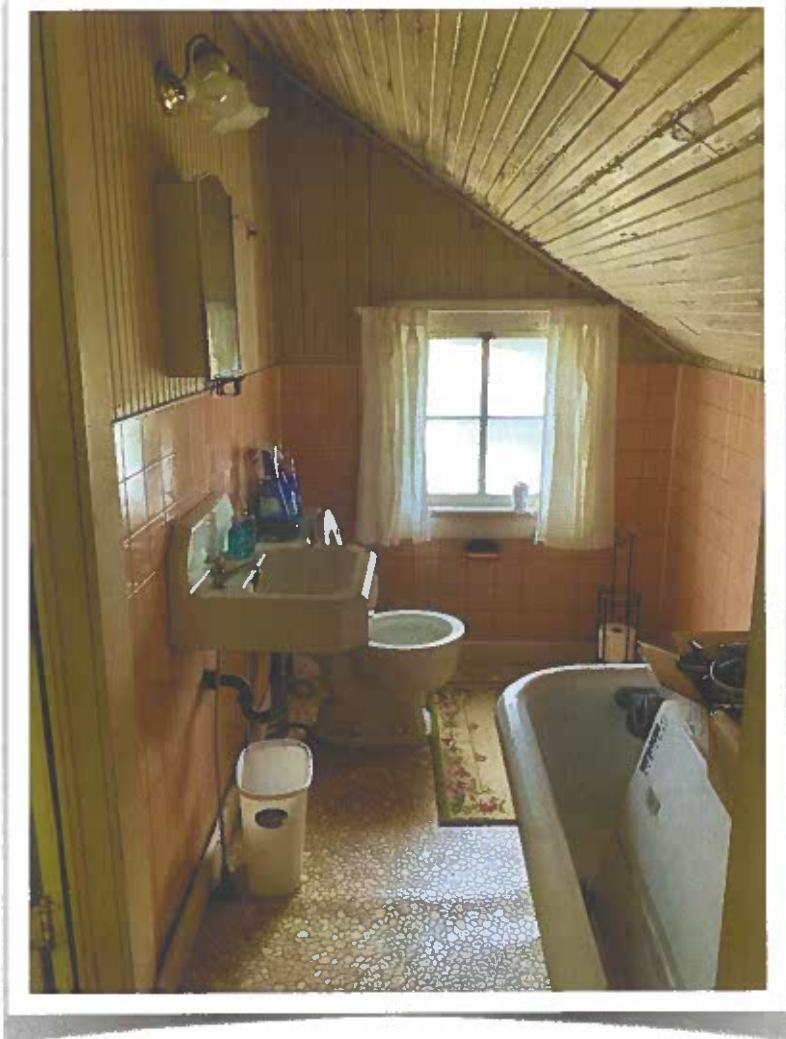
- George Rose.** 115 Orange Street.
- Catherine Potter Stevenson.** 116 Orange Street.
- State of North Carolina.** 315 Front Street.
- Ann Simpson.** Mailing Address: 3100 Marrow Farm Lane, Chapel Hill, N.C. 27516. Physical address: 110 Orange Street.

## Purpose

Although the Carteret County Tax office describes 112 Orange Street as a two-bathroom, single family dwelling, the home’s second bathroom exists only in a technical sense of the term. In fact, there isn’t enough ceiling height in the bathroom (pictured below) for a shower to be installed, or for a person of average height to stand comfortably in front of the toilet. Evidently, the bathroom was created from an upstairs closet some years after the house was built.

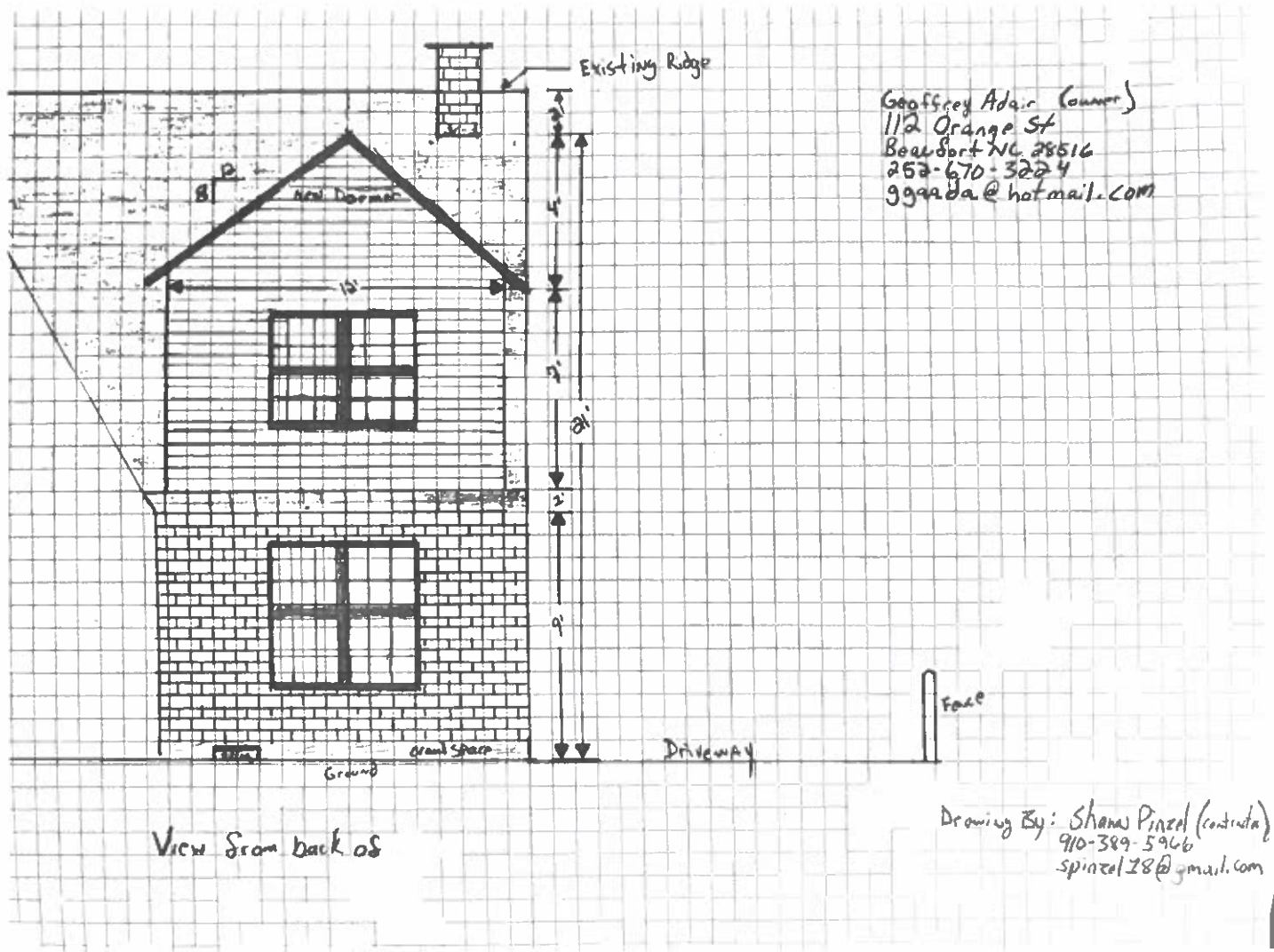
By constructing a dormer over this bathroom space, the ceiling can be raised high enough to allow for the installation of a “New Orleans” style shower. It will also allow regularly-sized men to stand in front of the toilet.

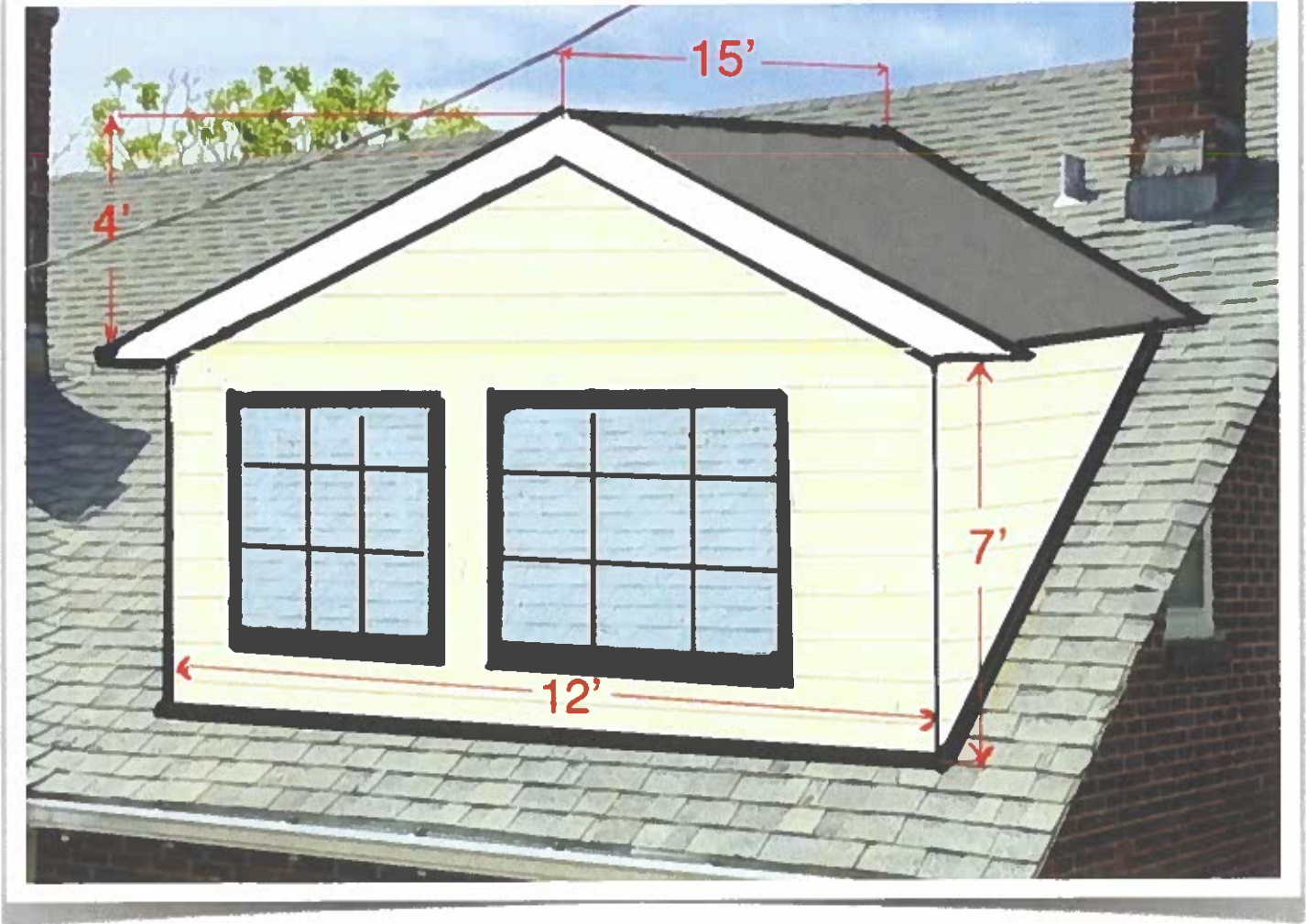
A secondary reason for building the dormer is to repair unaddressed water intrusion damage from Hurricane

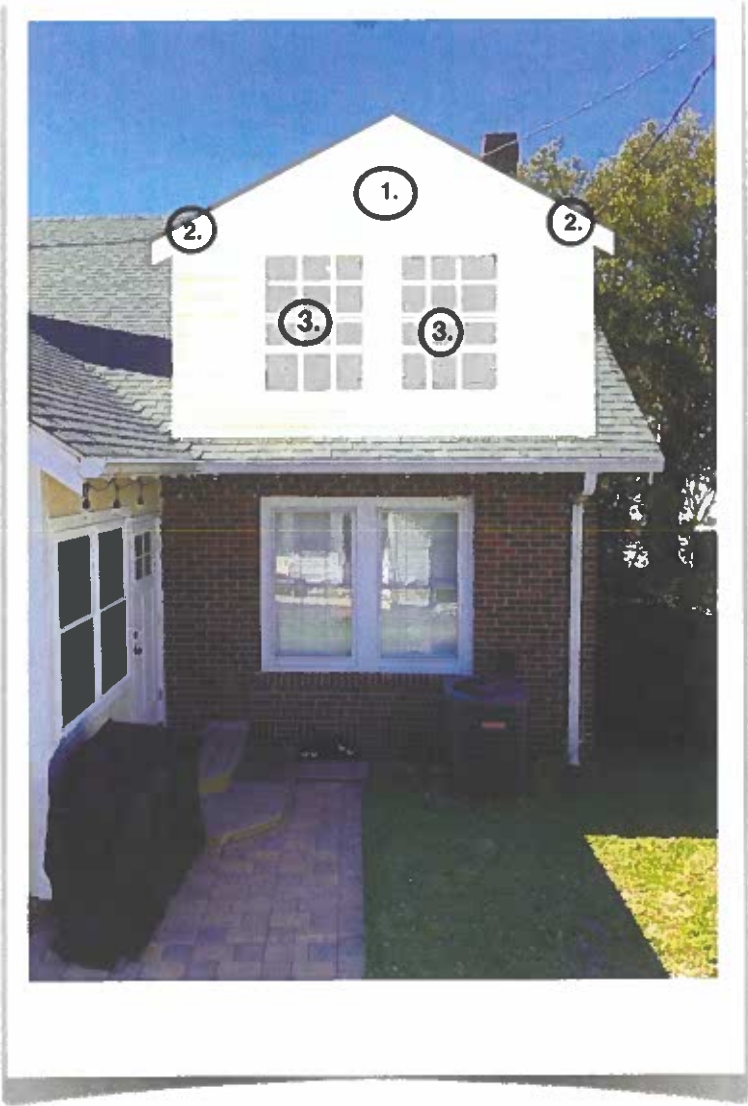


Florence. That damage extends across much of the upper north-eastern, interior, including the second story double window, shown above.

# Plan



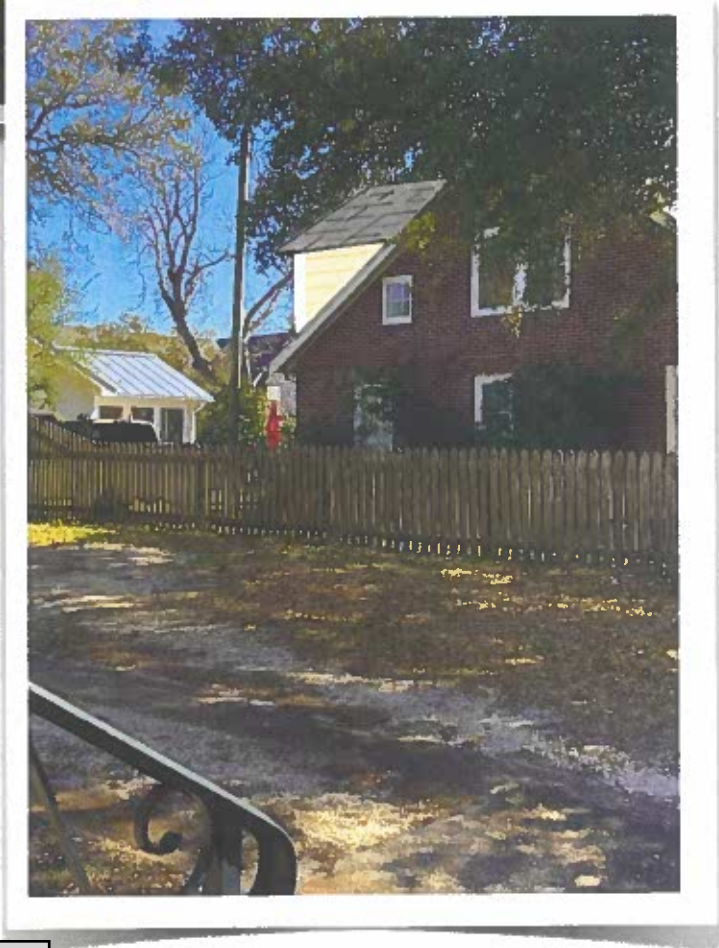
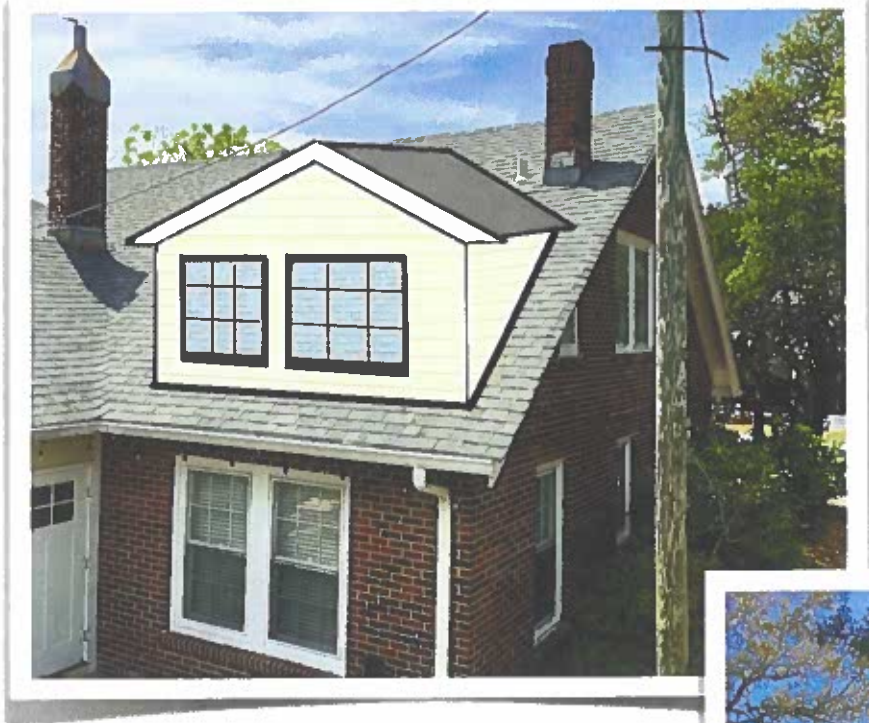




Materials

- 1. Smooth Hardie lap siding
- 2. PVC corner boards
- 3. TW30310 400 series double-hung, equal sash Andersen windows (2 pc)
- 4. Architectural shingles matching existing
- 5. Paint to match house

# VIEWS



# 112 ORANGE ST. NEW EAST SIDE ROOF DORMER AND REPLACED NORTH SIDE WINDOW

Prepared for Historic Preservation Commission  
May 21, 2025

## Amendment

**I. Provisions of the *Design Guidelines for the Beaufort Historic District & Landmarks* that may be triggered by this project.**

1. Additions to Historic Buildings, 7.8.1 through 7.8.7, Inclusive.

**II. Provisions of the Guidelines as Applied to the Proposed Dormer.**

While my proposed dormer will be a new (and greatly appreciated) addition to the house at 112, Orange Street, it is arguably only a de minimis addition. I say this because, as designed, it will not change the footprint of the house, and it will only change the useable floor space by a tiny fraction of the original total. More importantly, it will be located entirely on the back of the house. It will not be visible from Orange Street when standing directly in front of the house, nor will it be visible from the south side of the home. Only by standing on the sidewalk and looking fifty feet down my north driveway, will a portion of the dormer be visible from any public right of way. This in accordance with Guidelines 7.8.1. through 7.8.7.

It has always been my intention to preserve the 1930's historic integrity of this house as best I can. To this end, I designed the proposed dormer to have a gable, peaked roof with over-hanging eaves to match the two existing dormers on the front of the house. The two existing dormers are sided with impressed-grain asbestos boards. Asbestos being no longer available, this dormer will, instead, be sided with smooth Hardie Board in accordance with Guideline 6.2.11. The roof will be made of shingles that match the remainder of the house. No portion of this new dormer will extend above the existing ridge line of the house. This is all in accordance with Guidelines 7.8.1, 6.1.1 through 6.1.4.

There will be a double window that faces east in the new dormer. This window will be constructed on site using two Andersen TW30310 400 series double-hung, equal-sash windows that are encased in a single window frame. My hope is to accurately capture the exact appearance of the other six sets of double window that now exist in this home. See Guideline 6.3.7, 6.4.10. This being said, I'm not particularly wed to this selection of windows. In fact, if another kind of window would be more appropriate, I'm open to any suggestions Board members may make.

The siding and trim will be painted to match existing elements of the house and garage, in accordance with Guideline 6.7.2.

### III. Provisions of the Guidelines as Applied to the Proposed North Side Window Replacement. Sections



Sections 6.4.1 through 6.4.8, inclusive, apply to the restoration or replacement of my north side window. Specifically, sections 6.4.1, 6.4.2, and 6.4.4 are applicable should I be able to save the old window. Sadly this probably won't be the case. For reasons I will discuss below, I believe the best course of action is to replace this window and I will, therefore, rely heavily on the guidance set forth in 6.4.3.

The double window in question appears to be an “on site” built, 1936 window. Four, double-hung, six-over-six panels share parts of the same framing elements, specifically, the center sash casing and the top and bottom window frames. All four panels are counter weighted with typical, iron sash weights. The window was badly damaged—mainly by my neglect—during the decade between 2010 when my parents moved into an extended care facility, and 2020, when Jackie and I began restoring the home. During that time, the house stood unattended and I inadvertently allowed small problems to grow very large.

Unbeknownst to me, at some point during those 10 years, the weep holes at the bottoms of the home's retrofitted, 1968 aluminum storm windows became clogged, causing water to stand in the casings after every rain. When I finally discovered the problem, the window sills on both north side windows were rotting. In fact, rot in the northwest half was so advanced, the sill literally crumbled in my fingers when I touched it. Worse, rot had penetrated beneath the sill, into the framing, and rain water was leaking through the bottom of the window, behind the exterior bricks and into the downstairs, severely damaging the bathroom ceiling.

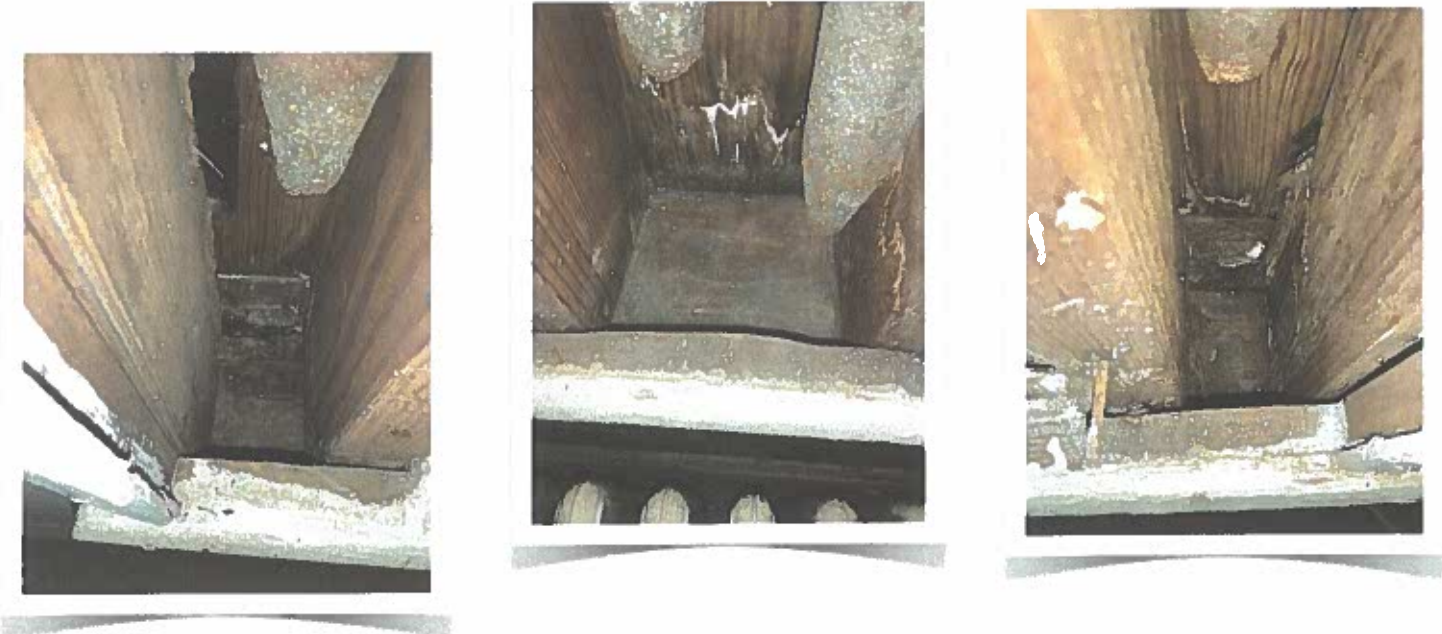
In order to stop this leaking, I removed as much of the rot as I could reach with a screwdriver, and then fashioned a large patch (made from aircraft aluminum) to replace the missing window sill. When I glued it down with silicon, my patch mostly stopped the flow of water into the downstairs. But like many such temporary fixes, the arrangement soon became permanent. I'm ashamed to admit that it's still there, today.



Patch made from part of a Cessna 150

While I have removed the interior window casing covers to inspect the wood of the window frame and sash weight casings, I can't remove the exterior wood to assess the amount of damage that is present on the

outside of the structure. But I have no doubt that damage is there. As is evident in these three images, there is significant water damage and probable rot in the exterior bottoms of all three sash weight housings.



I also believe the exterior window frame is compromised. I believe this because the bottom of the storm window suddenly “popped” off of the window frame one breezy night a few years ago. When I found source of the problem, I discovered that the screws holding the storm window simply pulled out of the spongy wood to which they were fastened. The next morning, I made a temporary anchor from “L stock” aluminum to hold the storm window against the window frame. Like my aluminum patch, it also remains, today. See image below.



Finally, and perhaps most disconcerting, the entire window casing is now badly out of plumb. It appears to “droop” significantly toward the west side. In fact, slope is so profound the upper windows can no longer be operated and are permanently jammed in their frames. This concerns me because the origin of this distortion may be rotting supports beneath that side of the double window, or it may be because of settling in the north wall. I can’t know for sure until I remove the interior wall covering, but either way, the repair will probably require an extensive rebuilding of this double window.



I asked a licensed contractor, Mr. Shawn Pinzel—who has over 25 years of experience in house building, and who has helped restore several Beaufort homes—to assess the damage to this window and provide an opinion as to the best course of action. Without hesitation, he said the window should be replaced. Mr. Pinzel explained his reasoning this way.

First, there is wood rot present that has already destroyed the window sill on the northwest side, as well as part of the window frame that is shared by both windows. This wood rot has never been properly addressed; it was only “band-aided” with aluminum and silicone and left for several more years. Once wood rot begins, it can’t be repaired by simply allowing the wood to dry and applying epoxy over the top of the damage. In such cases, the rot continues to advance for some time, doing more structural damage as it goes. Mr Pinzel is, therefore, of the opinion

that both window sills will have to be replaced, and it is likely that the frame beneath them (and beneath my patch) will have to be replaced, as well. This almost surely will be a difficult task, given that these elements will have to be detached from all three sash casings, and from the brick exterior, and replaced with custom-milled lumber.

Second, there is water damage and possibly rot in the lower ends of the vertical elements of the window. This is evidenced by the dark discoloration in the sash casings and the fact that areas in the window frame can no longer hold screws. It is likely that they will also have to be replaced.

Finally, there is significant distortion in the window frame. In order for it to be properly addressed so that all four window panels can operate properly, the entire window will have to be removed and trimmed and shimmed.

**IV. Conclusion.**

I didn't come to the decision to replace the window, easily. I have carefully read the provisions of the *Design Guidelines for the Beaufort Historic District & Landmarks* and I agree with their purpose and their construction. Perhaps as much as anyone in town, I appreciate the rich history of Beaufort that the Guidelines were to promulgated to preserve.

As is the case with all good statutory schemes, I think that Beaufort's Guidelines must be read as a single document. Obviously, its central theme is one of strict preservation and conservation. But, in many places, it seems to also recognize that entropy is a powerful force in nature, and that some amount of change to all structures is unavoidable. This is especially true when historic structures continue to be used for their original purpose, albeit now in a more modern, technologically different society. To that end, I believe the Guidelines were written to allow for some controlled, well thought-out change. Indeed, the code is peppered with illustrative examples. Recognizing that modern Hardie Board has many distinct advantages over wood, Section 6.2.11

specifically allows for the use of that material in some applications. Likewise, Section 7.8.1 allows the construction of tasteful additions to historic structures so long as they don't overpower the building to which they are attached—and can be relatively easily removed. Also, Section 6.1.5 allows for “non-historic” roof structures to be added if they are out of view from the public right of way. Finally, I believe that Section 6.4.3 is another such example of recognizing—and dealing with—the inevitability of change.

Section 6.4.3 seems to affirm that windows are much more than something attractive to behold. They have an important job in keeping a house habitable. They let light and air and beautiful Beaufort vistas stream into a home, while keeping the wind and rain of howling nor'easters out. To do this, we physically manipulate our windows, usually on a daily basis. In fact, other than doors, windows are arguably subjected to more wear and tear than any other element of a structure. When they are not properly maintained, this frequent and sometimes careless use shortens their lifespan, appreciably. I believe this one set of double windows I'm seeking to replace has suffered exactly this fate.

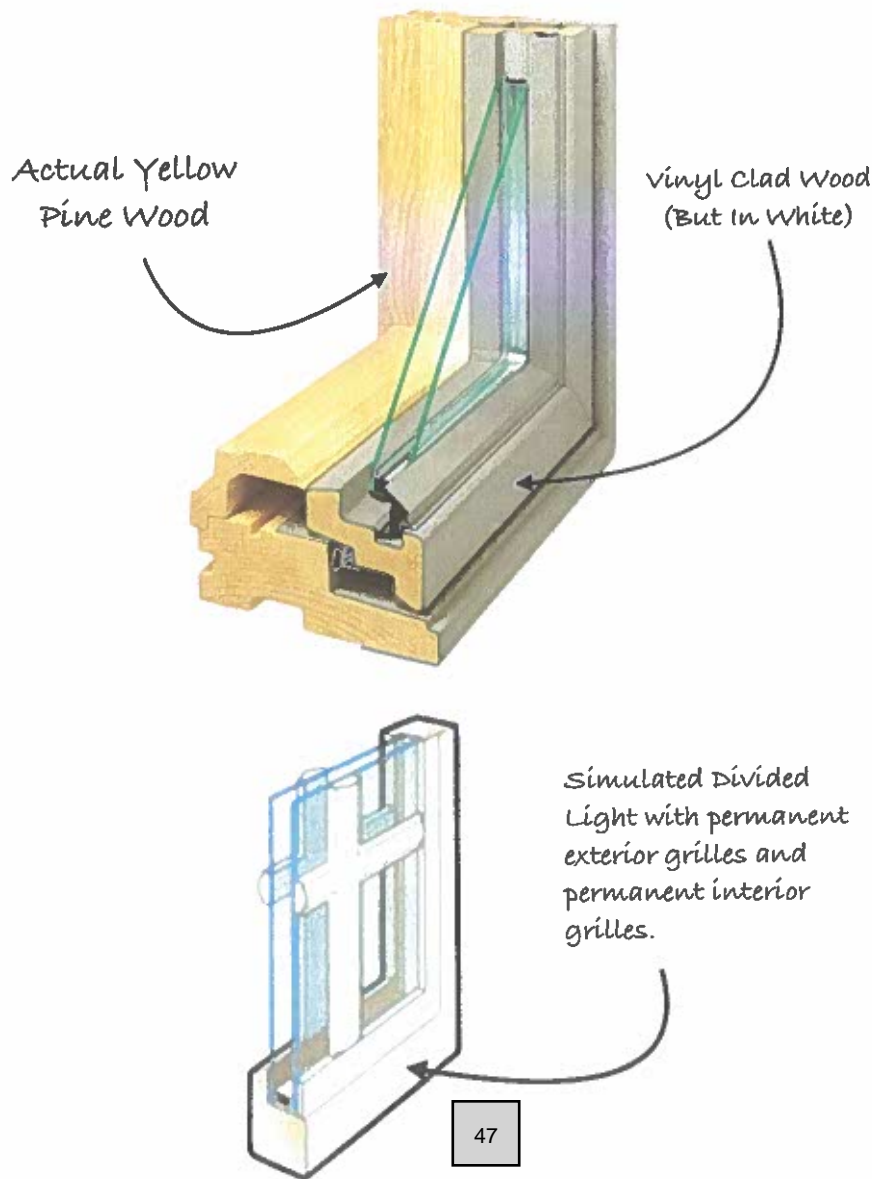
Could my windows possibly be restored? Perhaps. I guess with enough time, expertise and wherewithal, any element of any building can be repaired. And with less expertise and more epoxy putty, it can be made at least visually presentable. But frankly, I don't think the guidelines require that. I think that Section 6.4.3 was drafted so that old, neglected, rotting wooden windows like mine can be replaced with structurally-solid wooden windows that function properly and look exactly like the old windows they replaced. I'm not seeking thermal efficiency and I'm not asking for vinyl-cladding to relieve me from painting. I just know that old, warped, spliced, patched and puttied windows aren't the kind of protection I want between me and a howling nor'easter.

It is for these reasons that I respectfully ask that the Board grant the Petitioner's request for a Certificate of Appropriateness.

## V. Specifics of Proposed Replacement Window

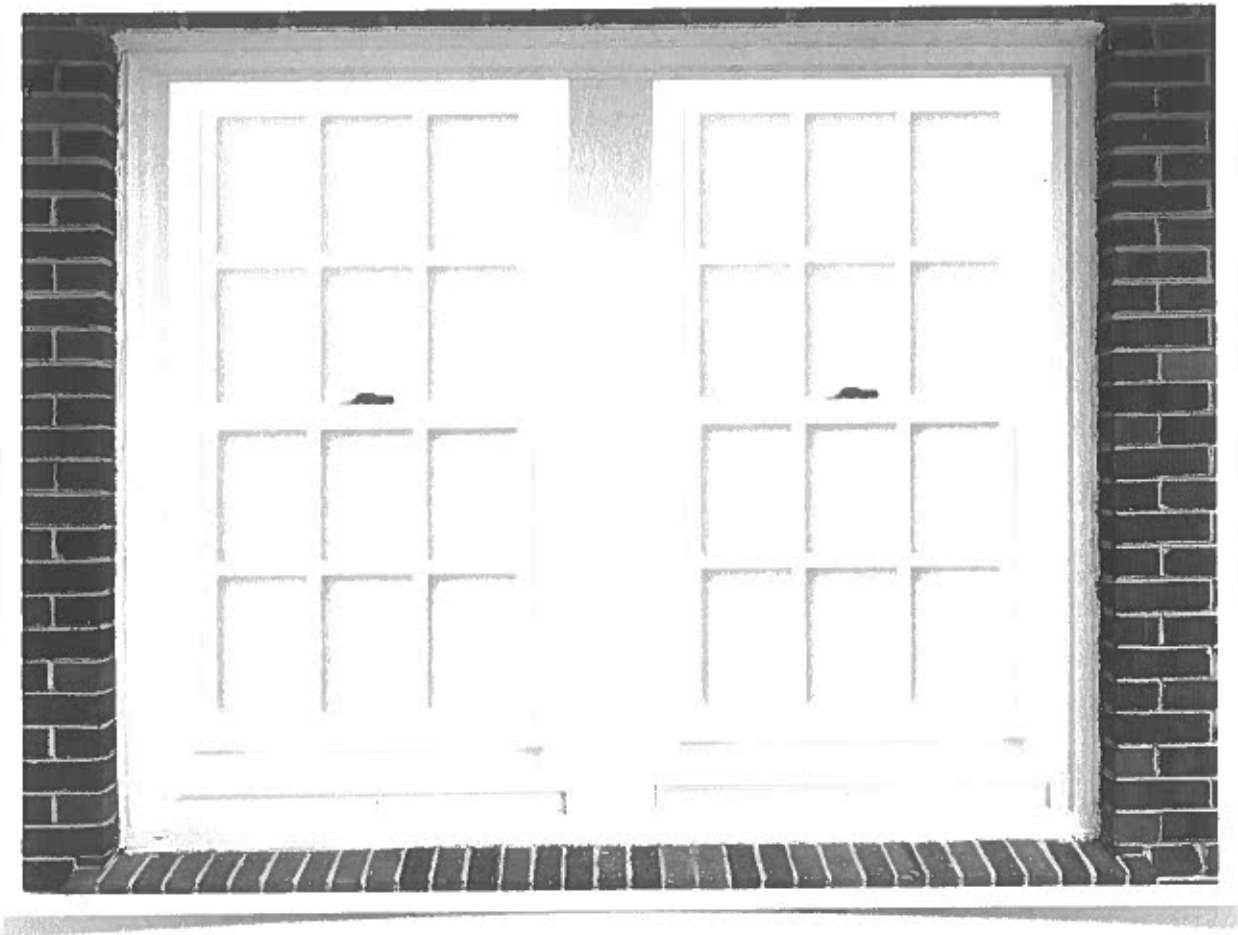
The window I propose as a replacement for the existing, rotting original, is an "A" series Andersen. This window is made entirely of yellow pine except for the vinyl cladding on its outside. The interior is exposed pine. The window's glass is double pane, low E, and is not visibly tinted. It will be comprised of two units placed on either side of a central stud well, so that it will match the other double windows in the house. The outside trim will also be made of yellow pine.

The window will be a custom-made six over six to match all other windows in the house. The grills on the window will be permanently affixed, both on the exterior and on the interior glass.



# VI. Streetscape





*Rendering of the replaced double window*





**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, July 1, 2025 – 614 Broad Street – Train Depot**

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**AGENDA CATEGORY:** New Business  
**SUBJECT:** Case # 25-23 207 Moore Street - Application for Historic Plaque

**BRIEF SUMMARY:**  
The owner wishes to obtain a Historic Plaque for the house at 207 Moore Street

**REQUESTED ACTION:**  
Conduct Quasi- Judicial Hearing

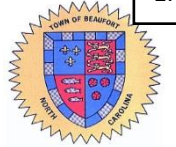
**EXPECTED LENGTH OF PRESENTATION:**  
10 Minutes

**SUBMITTED BY:**  
Kyle Garner

**BUDGET AMENDMENT REQUIRED:**  
N/A



# BHPC STAFF REPORT



**To:** BHPC Members  
**From:** Kyle Garner, Planning Director  
**Date:** June 24<sup>th</sup>, 2025  
**Case No.:** 25-23

**Request:** Request for a Historic Plaque at 207 Moore Street

**Applicants:** Frank & Christina Hone  
 207 Moore Street  
 Beaufort, NC 28516

**Property Information:**

Owners: Same  
 Location: 207 Moore Street  
 PIN: 730617018313000

**Project Information:**

**According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 207 Moore Street. NC-Alt C.1890. Russell House.** Altered, 1V.-story, 3-bay, side gable house has gabled front wall dormers with added wooden shakes and bargeboards, interior brick end chimney, 1-story hipped porch with boxed Doric posts and plain railing, and wide artificial siding. Area 1st mapped by Sanborn in 1898; house is on this map. (SM)

November 1996 – A COA was approved to install a chain link fence in the rear yard.

June & July 2016 – A COA (Case # 16-17) was approved to install a 6-foot rear addition with a 10-foot deck as well as window and siding replacement (Wood Siding and Wood Windows)

March 2018 – A COA was approved to install a ribbon driveway with landscaping.

**Proposed work:**

- Request for a Historic Plaque.

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**Attachments:**

- Vicinity Map
- List of Adjacent Property Owners
- COA Materials submitted by the applicant

**Eligibility:**

1. Structure must be at least 100 years old.
2. Structure must not be subjected to extensive exterior remodeling nor be so altered that the architectural integrity of the structure no longer remains.

**Documentation:**

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.

# Case # 25-23 207 Moore Street - Application for Historic Plaque



<b>OWNER</b>	<b>MAIL_ADDRE</b>	<b>MAIL_CITY (IL_ST)</b>	<b>MAIL_ZI4</b>	<b>MAIL_ZI5</b>
BARBARY LANE LLC	233 OLD ST	FAYETTEVIL NC	5035	28301
CHADWICK BRADFORD Q	4003 HALCYON DR	HUNTERSVI NC	9326	28078
HAY LOFT INVESTMENTS LLC	C/O ERIC J LINDSTROM	FAYETTEVIL NC	5035	28301
HONE FRANCIS JAMES JR	207 MOORE ST	BEAUFORT NC	2130	28516
MARTIN CHRISTINA	3225 DARIEN DRIVE	RALEIGH NC		27607
ST PAUL'S EPISCOPAL CHURCH	209 ANN STREET	BEAUFORT NC		28516

# APPLICATION FOR STRUCTURE HISTORIC PLAQUES

DIRECTIONS: "USING THE GUIDELINES FOR OBTAINING PLAQUES" PLEASE ANSWER THE FOLLOWING QUESTIONS AND GIVE PERTINENT INFORMATION.

1. Property Owner(s)

Frank and Christina Hone

Address

207 Moore Street

Telephone number

917 375-7716 (Frank Cell)

2. Address of Property

207 Moore Street

3. Year building/structure was built

1870s-1880s

4. Builder's name (if known)

Unknown

5. Architect's name (if known) Unknown

6. First Owner (if known)

Thomas Duncan owned property beginning 1/14/1869

James Rumley owned property beginning 9/20/1869

John Forlaw owned after James Rumley and sold on 5/17/1886 to Mary B. Ireland

7. Describe architectural style of building

"Russell House. Altered 1 1/2-story, 3 bay, side gable house has gabled front wall dormers with added wooden shakes and bargeboards, interior brick end chimney, 1-story hipped porch with boxed Doric posts and plain railing, and wide artificial siding. Area first mapped by Sanborn in 1898; house is on this map (SM)" From 1997 Survey (detail attached)

8. Important or interesting facts about the building/structure (can be answered on a sheet of paper.)

The crawl space under the house was researched by NC DNCR team (Reid Thomas and Christopher Stone) who identified materials as being representative of mid-to-late 1800s construction during site visit on May 21, 2025.

9. Please attach documentation regarding age and style of structure as well as current pictures of the front. If an early picture of the building/ structure is available, please include it.

**Photos from 1997 Survey**



10. What visible evidence of construction methods of the period can be found?

NC DNCR team identified timbers cut with circular saw, suggesting latter half of 1800s; handmade bricks with oyster shells of the period before bricks were readily available by train

11. What records can be used to substantiate the existence of this structure?

- Gray's New Map of Beaufort (1870/1880) shows building at location
- Sanborn Insurance maps of 1898 and 1913 show building(s) at location
- Deed transaction from 1/14/1869 states the property had a "premises"

### **ADJACENT PROPERTY OWNERS**

Name: Michael and Christa Martin

Address: 209 Moore Street

Phone: Michael 919 539-4838; Christa 919 370-6941

Name: Kennon Jackson and Eric Lindstrom

Address: 205 Moore Street

Phone: Kennon 910 920-7211

### **Additional Documentation Follows:**

- Gray's New Map of Beaufort - 1870/1880
- Sanborn Insurance Maps – 1898, 1904, 1913
- History of Deed from Carteret County Registrar
- Map from 1997 survey
- Description from 1997 Survey
- Photos from Cindy Russell (late 1990's)
- Photos of interior stairs and handrail
- Photos of foundation showing original timbers and handmade bricks
- Mary Warshaw recommendation (11/9/24)

# BEAUFORT

CREEK



GRAY'S NEW MAP  
OF

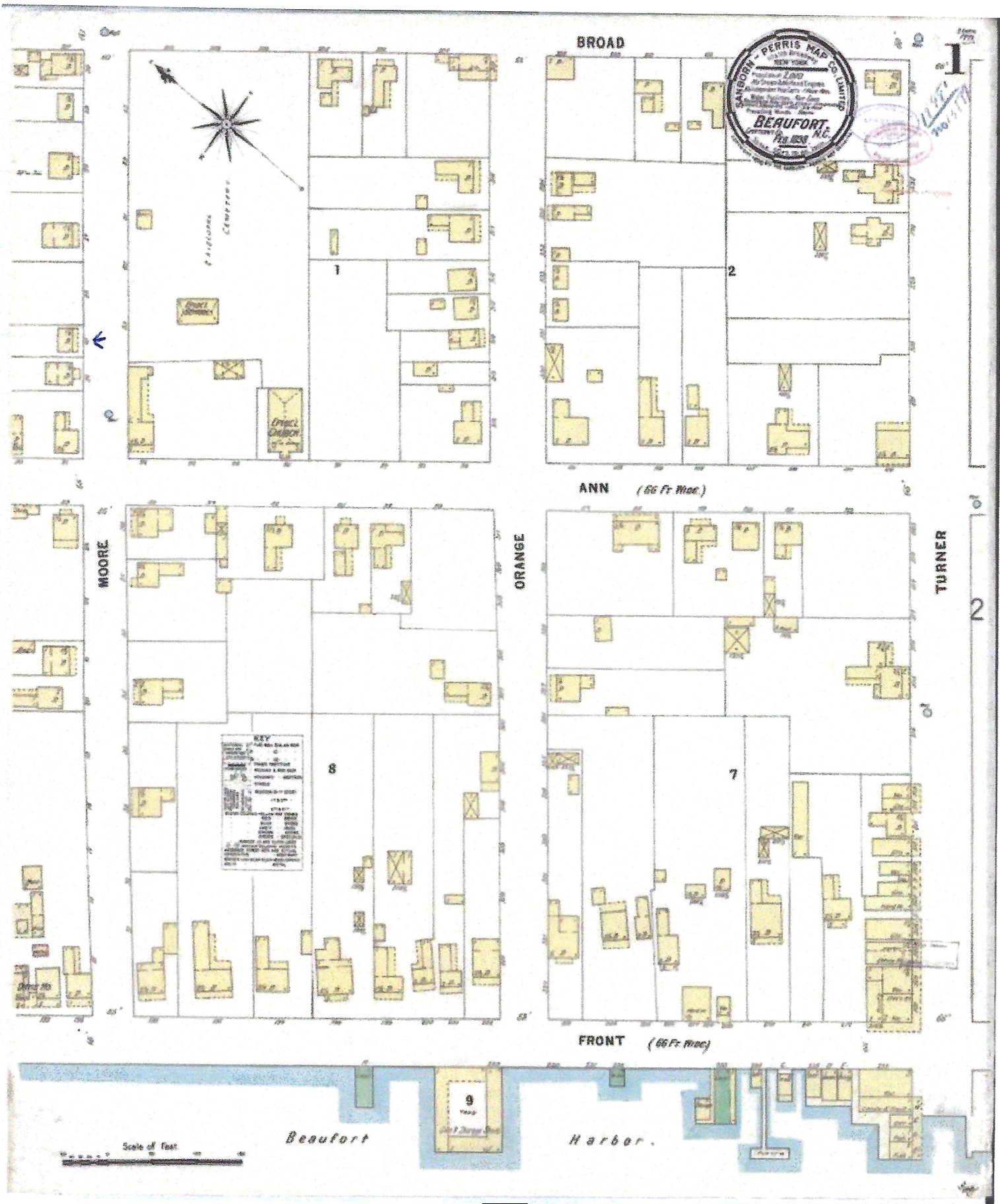
# BEAUFORT

CARTERET COUNTY

NORTH CAROLINA

Scale 300 Feet-One Inch

JACOB CHACE, C. E.  
George Chace,  
Assistant Engineer







**207 MOORE ST.**

**PART OF L-42 OT**

**BEAUFORT, NC**

<b><u>DEED</u></b>	<b><u>DATE</u></b>	<b><u>GRANTORS</u></b>	<b><u>GRANTEE</u></b>
1835206	8/27/2024	Antonio B. Rodriguez & Patricia Rodriguez	Francis J. Hone & Christina M. Hone
1541040	4/29/2016	Carolyn Decker Russell	Antonio B. Rodriguez & Patricia Rodriguez
1382321	8/5/2011	Robert Emmett Russell Jr. & Carolyn Decker Russell	Robert Emmett Russell Jr.
457-11	09/10/1981	Robert Emmett Russell Jr. & Carolyn Decker Russell	Robert Emmett Russell Jr. Carolyn Decker Russell
320-381	07/23/1970	Robert Emmett Russell	Robert Emmett Russell Jr.
232-224	08/29/1962	William Fred King & Bessie King	Robert Emmett Russell & Verna Springle Russell
87-141	03/29/1937	H.L. Graves, Tr	W.F. King
83-290	07/09/1935	C. Lambert Skarren, Jr. Comm	H.L. Graves, Tr.
83-218	07-09-1936	C. Lambert Skarren, Jr. Comm	Louis & Herbert Rice Foreclosure
29-393	12/24/1919	L.F. Pelletier & Anna C. Pelletier	Louis F. & Herbert M. Rice
YY-48	12/01/1902	J.W. Ireland & Mary B. Ireland	Agnes C. Pelletier
PP-563	05/17/1886	John Forlaw	Mary B. Ireland
MISSING THE LINK FROM THOMAS DUNCAN TO JOHN FORLAW			
DD-474	09/20/1869	James Rumley	Thomas Duncan
DD-472	09/20/1869	J. Thomas Duncan of Perry & Duncan	James Rumley

<u>DEED</u>	<u>DATE</u>	<u>GRANTORS</u>	<u>GRANTEE</u>
DD-192	01/14/1869	Henry Waters With a <u>premises</u>	Thomas Duncan & Benj Perry of Perry & Duncan
Y-515	03/02/1845	Isaiah Severn Deceased leaving to his wife & The heirs of Francis & Mary Canaday!	Rebecca Waters & husband Henry Waters, Samuel H. Howland Francis Canaday, Susan Canaday, Isaiah Canaday, Martha Canaday.
V-394	12/19/1831	Sheriff – Abraham Fulford Elza Wade – was convicted	Isaiah Severn <u>with</u> <u>improvements there</u> <u>on</u>
U-87 d/t	03/27/1827	<u>Elza Wade</u>	James Hart
U-75 deed	03/01/1826	James Gabriel & Josiah Morse	Elza Wade
U-73	06/26/1826	James & Elizabeth Shackelford	Elza Wade
D-282	10/20/1741	Town of Beaufort	Elizabeth Gabriel (Nantuckett New England)

She had to build a house within 2 years there may have been other owners between Elizabeth Gabriel & The Shackelford's. I don't know if Elizabeth Gabriel was also Elizabeth Shackelford?

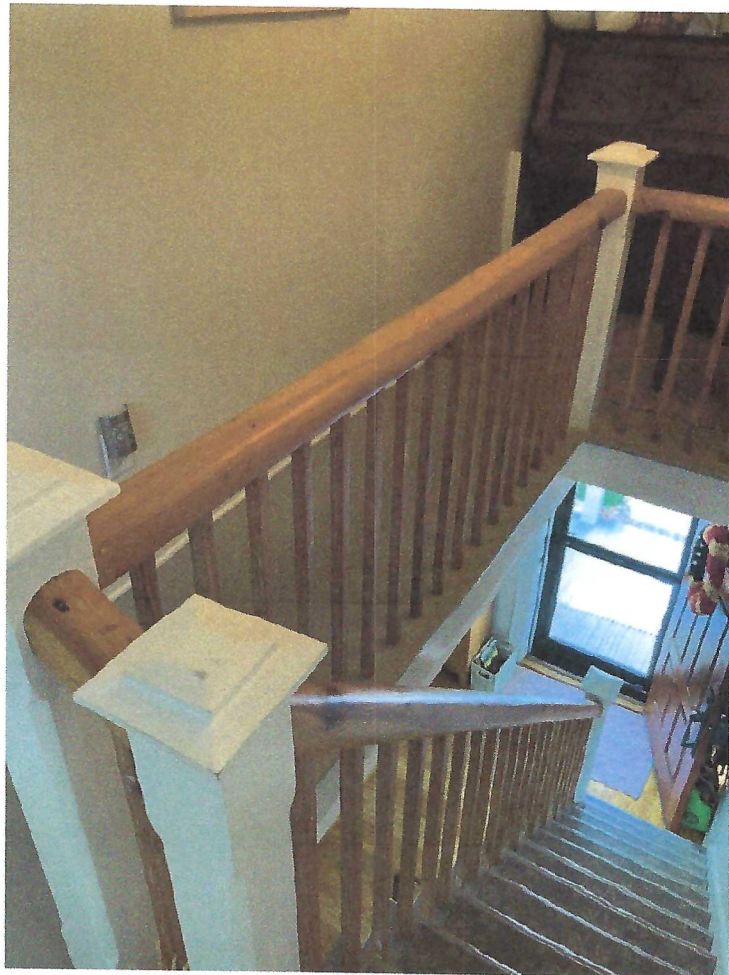
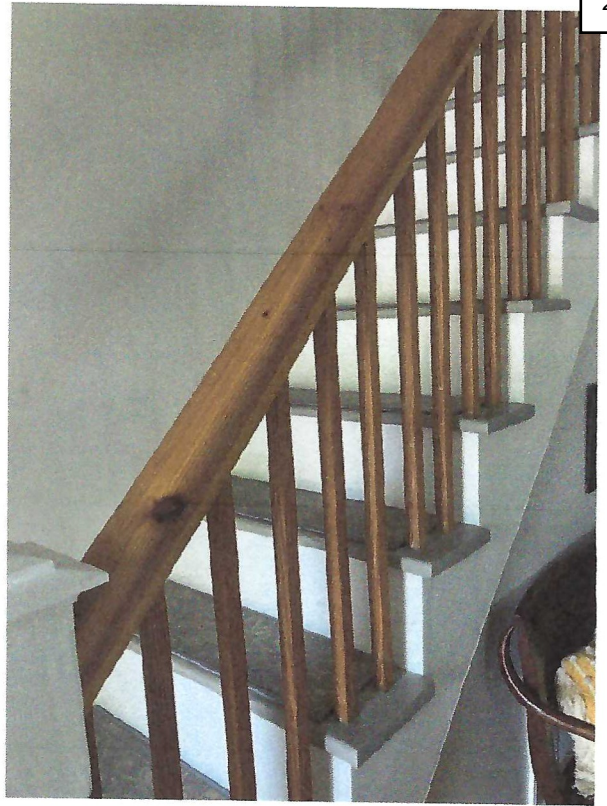
D-114	03/09/1731	Town of Beaufort	Thomas Platt
Mr. Platt never built a house that is why the Town of Beaufort deeded the house to Elizabeth Gabriel.			

Do remember this lot has been split at some time. So, I'm not sure which side these references are regarding! When the Sheriff Fulford deeded to Isaiah Severn it is remarked on the deed with improvements there on. Which leads me to believe Elza Wade build something on the lot between 1826 to 1831. Again we don't know if it's the house you are in or another building.

- 115 Moore St.  
C  
c. 1890
- House.** 1½-<sup>5</sup>/<sub>8</sub> story, 3-bay, side gable house was remodelled in Craftsman style, with shed dormer with balcony, plain siding, 4/1 and 6/6 sash, and replacement porch. Area 1st mapped by Sanborn in 1898; house is on map. (SM)
- 117 Moore St.  
C  
c. 1910
- House.** Large, well-preserved, 2-story, 3 bay house has a deck-on-hip roof with widow's walk, center projecting cross-gable, plain siding, and 2/2 sash with molded caps. 1-story porch with turned posts and plain railing, and roof balustrade. Built between 1908 and 1913. (SM)  
**NC Garage.** c. 1950. Side gable outbuilding.
- 205 Moore St.  
C  
c. 1830
- Wheatley House.** Traditional Beaufort-style, 1½-story, 3-bay, side gable house with flush eaves, raking cornice, large gable-end stuccoed chimney, 9/6, 6/6, and 4/4 sash. 1-bay entrance porch with chamfered posts and engaged rear shed. There is a house shown on this lot on Gray's 1882 map. (Gray map)
- 207 Moore St.  
C  
c. 1890
- Russell House.** Altered, 1½-story, 3-bay, side gable house has gabled front wall dormers with added wooden shakes and bargeboards, interior brick end chimney, 1-story hipped porch with boxed Doric posts and plain railing, and wide artificial siding. Area 1st mapped by Sanborn in 1898; house is on this map. (SM) ←
- 209 Moore St.  
NC-alt.  
c. 1930
- House.** Completely remodeled, 1-story, 3-bay, front gable house with interior chimney, and arched Doric entrance stoop. Victorian-style cedar shakes in front gable end, beaded siding, replacement sash, stained glass in fanlight and sidelights, bargeboard in front gable, and window awnings are new and have compromised the architectural integrity. Built between 1924 and 1941. (SM).
- 211 Moore St.  
C  
c. 1820.
- Mrs. William Ramsey House.** Traditional, Beaufort-style, 1½-story, 3-bay, side gable coastal cottage has engaged porch with tapered posts, flush eaves, large gable-end stuccoed chimney, and 9/6 and 4/4 sash. The front door and asbestos siding are later additions. Mrs. William Ramsey owned the house in 1970. (Wrenn file).
- 215 Moore St.  
C  
1829  
(plaque)
- J. Davis House.** Traditional, Beaufort-style, 1½-story, 3-bay, side gable coastal cottage on a raised basement. Flush eaves, raking cornice, large central chimney, replacement 9/6 and 6/6 sash, and hipped porch with chamfered posts and plain railing. House said to have been built by J. Davis, a well-known Beaufort builder, for himself. Earliest surviving raised basement house in Beaufort. (Wrenn file, interview with owner)
- 219 Moore St.
- Longest House.** 1½-<sup>3</sup>/<sub>4</sub> story, 4-bay, side gable house has boxed eaves with



Photos from Cindy Russell mid-to-late 1990s family owned 1962-2016)



Interior Stairs and Handrail, likely original p 67 assessment of NC DNCR team (5/21/25)



Interior of foundation showing handmade bricks and original timbers



Current View of House Front and Side

On Saturday, November 9, 2024 at 03:00:00 PM EST, Mary Faith Warshaw <[maryfaithwarshaw@gmail.com](mailto:maryfaithwarshaw@gmail.com)> wrote:

I've come up with a suggested plaque for 207 Moore: **Forlaw-Russell House circa 1880** (Houses are often named for early owner/builder, and longest owner.)

[One thing I learned from Tony P. Wrenn, (who conducted the 1974 survey of Beaufort, for the National Register) is this: "**History isn't history unless documented.**" In this case, we do have documents that give definitive indications.]

OF NOTE - Rumley, Duncan, and others speculated in land/lots. An early owner may have "saved" this lot by building a small structure, 20x20, but we don't know exactly when.

OF NOTE regarding date - A small structure **does appear on Gray's 1880 Map:** <https://beaufortartist.blogspot.com/2009/12/grays-new-map-of-beaufort-1877.html>

OF NOTE - **Forlaw sold the lot to Mary Ireland in 1886**, with some sort of structure. Since this was the first sale to a resident/non-speculator of land, I surmise structure had been improved.

OF NOTE regarding house name - The **Russell family occupied the house the longest, 1962-2016**; they are likely descendants of Russells who operated the Russell House on Turner Street. FYI, they were descendants of Richard Rustull, one of earliest proprietors of Beaufort; name spelling evolved: <https://beaufortartist.blogspot.com/2016/12/russell-house.html>

OF NOTE - House layout first appeared on **Sanborn Map 1898**



**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, July 1, 2025 – 614 Broad Street – Train Depot**

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**AGENDA CATEGORY:** New Business  
**SUBJECT:** Case # 25-24 112 Moore Street - Re-issuance  
Landscaping, Gutters & Hardscape

**BRIEF SUMMARY:**

In May of 2024 a COA was issued (24-05) to the Abrams for work to be done that included the installation of landscaping in the front yard, brick runners for their driveway, a retaining wall on the southern side of the property and replacement of a fence on the northern side in its existing location. This COA expired in June 2025.

The Abrams are now requesting that the COA for the proposed work (Case # 24-05) be re-issued for the remaining work to be finished. The Abrams have submitted a list of items already completed (see attachment from the Abrams) and wish to finish the project. Staff have included the original information submitted by the applicant from the packet in May 2024 for the Commission to review.

Staff is also unaware if the property line issue on the northern boundary has been resolved.

**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:** June 20, 2025  
**Case No.** 25-24

**Request:** Install landscaping, brick runner driveway and sidewalk, a retaining wall in the front yard on the southern side of house and repair fencing  
**Applicant:** Margaret Abrams  
 112 Moore Street

**Property Information:**  
 Owners: Doug & Margaret Abrams  
 Location: 112 Moore Street  
 PIN#: 730617007887000

**Project Information:**  
 In May of 2024 a COA was issued (24-05) to the Abrams for work to be done that included the installation of landscaping in the front yard, brick runners for their driveway, a retaining wall on the southern side of the property and replacement of a fence on the northern side in its existing location. This COA expired in June 2025.

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Staff is also unaware if the property line issue on the northern boundary has been resolved.

**Proposed work:**  
 See Attached Application & Narrative

**Material:**  
 See Attached included as part of Application

### 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.

8.1.3. Preserve and maintain mature street trees. When removal or replacement is necessary, replace with long lived tree species with large canopies that will provide a similar canopy and form as a street tree. Replacement tree species should be appropriate for the district. Suggested species include: oak, sycamore, pecan, maple, ginkgo (male only), Chinese elm, cedar ( j u n i p e r ) , hickory, Yaupon holly or American holly.

8.1.4. Plant smaller trees species in the planting strips adjacent to public streets only if utility lines or other overhead obstructions exist. Use species such as crape myrtle, cedar, dogwood, redbud, Carolina cherry laurel and sweet bay magnolia.

8.1.5. All new plant materials selected for replanting or new planting in publicly visible areas should complement as much as possible those found on the site and in the surrounding area of the district.

8.1.9. Planting strips between the public sidewalks and the street edge shall be preserved and remain predominantly ground covers or tree plantings. Small walkways will be permitted on these strips if the proposed walkway aligns with the walkway leading from the front door or main entrance of the structure to the sidewalk. New walkways shall not exceed a width of four (4) feet. Paving, filling, or otherwise altering this strip within the district is not appropriate.

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

8.2.1. Retain and preserve historic fence and wall material wherever possible. If replacement is necessary, use new material that matches the historic material in composition, size, shape, color, pattern and texture.

8.2.4. Historic retaining walls should be preserved. New low walls are appropriate only where a sharp change in grade exists and shall not exceed a height of two (2) feet. Such walls should be constructed of brick or concrete block covered with a true sand-finish stucco.

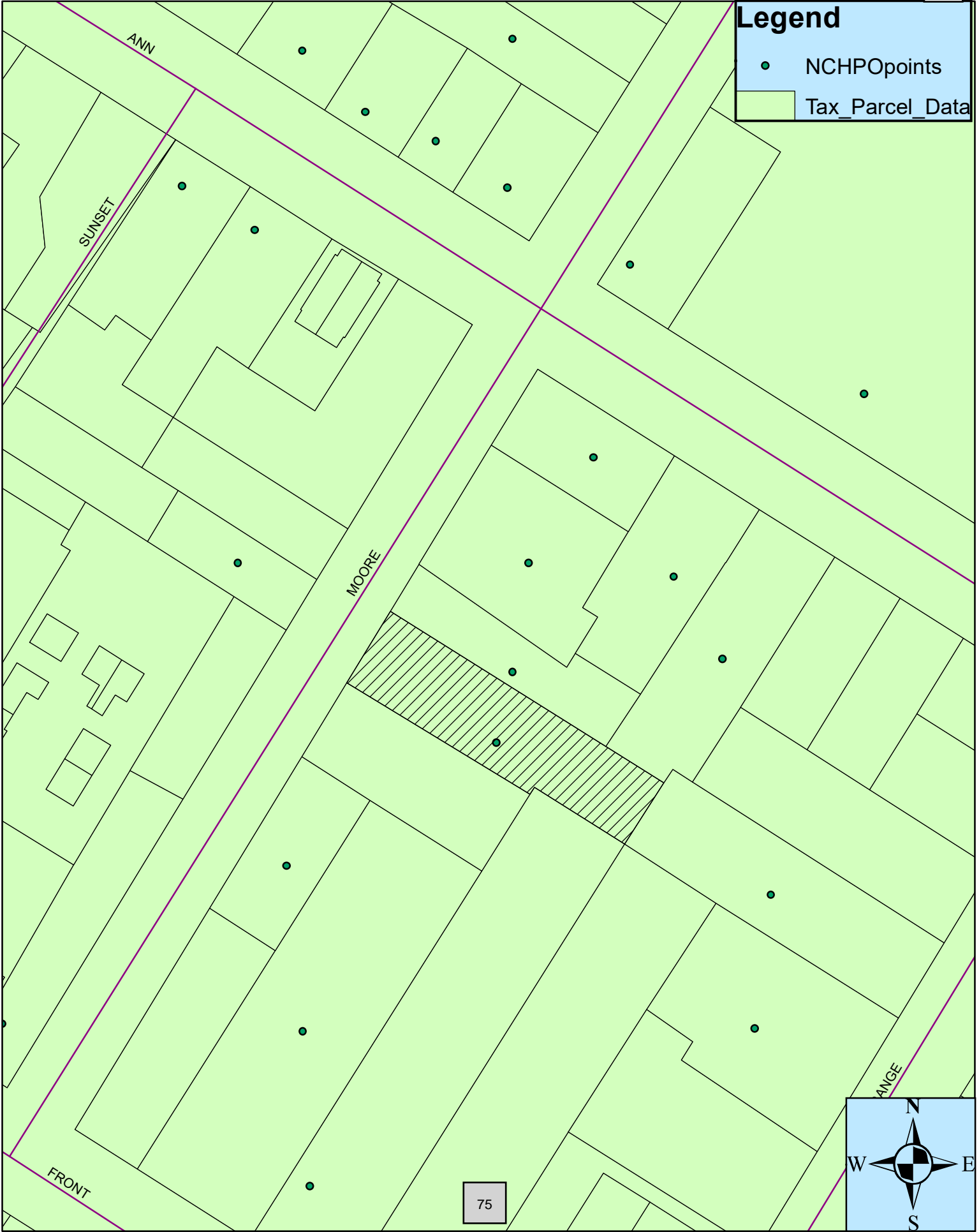
### Off-street Parking Guidelines

8.5.1. lots and driveways in the historic district as unobtrusively as possible. Parking lots consisting of large expanses of concrete or asphalt with little planting or other screening are not appropriate.

8.5.2. Proposals for new parking lots or off-street parking areas should be accompanied by scaled site plans, including all proposed landscape and ground cover changes and information on proposed lighting types, placement, and intensity.

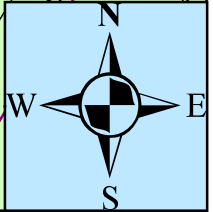
8.5.3. Site new parking areas in interior or rear lot locations where possible.

8.5.7. Use paving materials that were traditionally used on surface parking areas and driveways on the surrounding block or street. Gravel, marl, crushed shells, asphalt, and concrete are typical parking lot treatments, while grass, gravel or concrete runners with a grassy median, brick, and marl are typical driveway treatments. Use bricks, stone, or metal to contain loose paving materials. Landscaping timbers, railroad ties, and concrete or plastic edging are not allowed.



**Legend**

- NCHPOpoints
- Tax\_Parcel\_Data



75

<u>OWNER</u>	<u>MAIL ADDRE</u>	<u>MAIL CITY</u>	<u>AIL STA</u>	<u>MAIL ZI5</u>	<u>MAIL ADD 1</u>
ABRAMS MARGARET S	5101 HUNTINGWOOD DR	RALEIGH	NC	27606	
ALLEN DANNY C	6114 DODSONS XRD	HILLSBOROU	NC	27278	
CANDLEWOOD INVESTMENTS LLC C/O DOUGLAS K MARTIN	PO BOX K	ROCKY MOU	NC	27802	
DUNCAN JOHN N III ETAL	115 MOORE ST	BEAUFORT	NC	28516	
JOHNSON ZACKARY IAN	206 ANN STREET	BEAUFORT	NC	28516	
JONES SUSAN O ETVIR ROSS	1820 PEACHTREE STREET NW	ATLANTA	GA	30309	#1912
LARUSSA MICHELE LYNN	109 COREY BRIDGE ROW	CARY	NC	27513	
MOORE WILLIAM M	113 MOORE STREET	BEAUFORT	NC	28516	
PAGE CARROLL I	C/O BANK OF AMERICA BILL PAY	DALLAS	TX	75283	PO BOX 831589
RAJKOVICH LVG TR DT 09/09/1999	110 MOORE STREET	BEAUFORT	NC	28516	

**CERTIFICATE OF APPROPRIATENESS (COA)  
MINOR WORKS APPLICATION  
FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT**



**Instructions:**

Please complete the application below, include the \$50.00 application fee, and return to 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. If there are questions, please contact Town Hall at 252-728-2142. This application must be approved prior to a building permit application submission and/or before work begins.

**APPLICANT/OWNER INFORMATION**

*Please print!*

If the owner and the applicant are the same, only one set of information below has to be filled out.

Applicant Name: Charles Haskins Heritage Designs  
Applicant Address: 11 Anglers Way Beaufort NC 28516  
Business Phone: \_\_\_\_\_ Cell #: (910) 251-7351  
Email: Savinggracesupplies@gmail.com

Property Owner Name: Doug & Peggy Abrams  
Address of Property: 112 Moore Street  
Phone Number: \_\_\_\_\_ Cell #: (919) 906 1159  
Email: Maabrams@abramslawfirm.com

**Submission requirement checklist:**

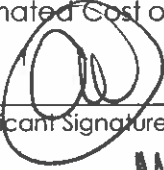
- Photos of the streetscape, photos of the site, and photos of the existing building(s) impacted.
- Detailed site plan showing dimensions of both existing and proposed conditions.
- Spec sheet(s) of all building materials (siding, roofing, windows, doors, etc.).
- Identify all trees to be replaced and/or removed.
- Detailed landscaping plan specifying all new and or removed planting materials.

**PROJECT INFORMATION**

Detailed description of the Proposed Project including scope of work and detailed materials list (please attach additional pages if necessary):

Estimated Cost of Project: \_\_\_\_\_

Year Structure Built: 1928

  
Applicant Signature

3-20-2024  
Date

MSA  
Property Owner Signature (if different than above)

\_\_\_\_\_  
Date

This project is eligible for consideration as a **Minor Works**. The application should include all documents, photographs, and detailed drawings or sketches as necessary to fully explain the project. **There is a \$50.00 fee with this submission.**  
**The Town reserves the right to deny this project as a Minor Works based on the scope of work and the information submitted.**

**OFFICE USE ONLY**

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

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

5101 Huntingwood Drive

Raleigh, NC 27606

December 13, 2023

Kyle Garner  
Planning Director  
Town of Beaufort  
701 Front St.  
Beaufort, NC 28516

Re: 112 Moore Street improvements

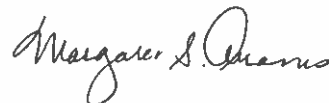
Dear Mr. Garner:

My husband, Doug Abrams, and I own the property at 112 Moore Street, Beaufort. We are working with Charles Haskin of Heritage Landscaping and Design to address some drainage issues and the replacement of deteriorating brick walkways on the property. I know that you have been working with Charles to guide him through the necessary paperwork, etc. for our application for a Certificate of Appropriateness.

I have authorized Charles to make the application on our behalf, and to sign on our behalf if necessary. Please contact me if you have any questions. My cell phone number is 919.906.1159 and my email address is [mabrams@abramslawfirm.com](mailto:mabrams@abramslawfirm.com).

Thank you for your assistance. We look forward to working with you.

Best regards,



Margaret S. Abrams

Name	Address
Michelle La Rossa	114 Moore Street, Beaufort NC 28516
Rod and Kathy Rajkovich	110 Moore Street, Beaufort NC 28516

Neighbors on both sides of the address have been consulted about the project and have no objections.

**Applicable Landscaping Guideline References**

**8.1.4.**-All trees planted in the public easement will be of shorter species.

**8.1.5.**-Reviewing the totality of downtown as well as the immediate neighbors, the landscape plan will both reflect the community, as well as encompass traits specific to Moore Street. Please see the proposed plant list.

**8.1.10.**-All border edging will be comprised of the same brick as the paths on property.

**8.1.11.**-Please refer to sample and photos of existing paths and proposed material. The Rumbled Mainstreet block by pine hall matches both in color and composition.

**Applicable Fence Guideline References for Beaufort style fences**

**8.2.3-** Both Fences repaired meet the height requirements of the guideline and will go back to original properties specified historical heights.

**8.2.4-** Retaining wall proposed will not exceed 24 inches in height and is compensatory for a sharp change in grade.

**8.2.6-** The left side of the properties fence will be reinstalled to screen the off street parking area in the back of property.

**8.2.7-** The style of fencing matches the current design on property-"Beaufort Style"

**Applicable Demolition Guideline References:**

**10.1.4-** all precautions will be taken to ensure any artifacts exposed during setting base for driveway will be preserved

**10.1.5-** all mature trees and plants not affected by the above scope of work are to be retained on property

**10.1.6-** property will be cleaned in a reasonable time of excavation

The following proposal is an additional work order for a previously approved COA at 112 Moore Street. Mr. and Mrs. Abrams desire to have the following work done on property:

1. Brick Driveway ribbons to the side porch with a landing for the stairs and entry to the crawlspace with mondo grass filling space, like their second residence at 127 Ann Street
  - a. This work will require the demolition and repair of the city sidewalk in between the neighboring residences with a European edging finish.
  - b. Demolition and repair of current driveway apron to accommodate for the new ribbons grade and fall.
  - c. Removal of the Bradford Pear Trees from the city easement causing the damage to the sidewalk currently
2. Brick retaining wall on right side of the porch to compensate for fall of the beds and grade.
3. Brick path from the city easement sidewalk to the fence line
4. Remove and repair fence on right side of house with original closure and hardware.

After reviewing the initial scope of work, the Abrams, for both their own pleasure and the community wish to complete the entire front of the property. Currently the driveway and path from the sidewalk to the fence is comprised of whole oyster shells, crushed shells and river rock. It is constantly being washed out and spills into the road and sidewalk posing hazards during wet times. The proposed ribbons will follow the attached plan and be built on a permeable base, with filtration sand and utilizing the same Pine Hall Rumbled Mainstreet block as the front paths and brick edging. To complete the project and tie the new ribbons into the sidewalk and driveway apron, the sidewalk between the residences and the apron must be demoed and reworked. If the apron the two residences share as a driveway entrance cannot be fixed without complete demolition of the whole space, The Abrams are prepared to assume the cost of a total reworking. During this time, it is requested to remove the Bradford pear trees. Their root base is dominating the space and causing the rise in the sections of the sidewalk. Again, the Abrams are prepared to assume the cost of demolition and reinstallation of a sidewalk that smoothly ties both side together. This would leave the two crape myrtles that are currently there, however are open to complete removal of the trees in front and replanting species that are less invasive with the roots and more appealing long term. In addition to opening the front of the space, fixing the sidewalk intrusion issues and cleaning out the power lines; the customer is also requesting this so that the setting of the new hardscape can have long term integrity.

The brick retaining wall will be masoned out of the same brick as the paths, please see photo, plans and examples. The idea is to be flush with the finished grade of the sidewalk, following a radial pattern 24" from the rail of the porch dead ending into the first post of the repaired fencing. As the wall follows grade, more of the wall will be exposed not to exceed 10.5 inches of exposed face over 4 feet. The wall will only be visible from the water side of Moore street.

Installation of the path from the city sidewalk to the right-side fence line will tie the front hardscape spaces together and disappear behind the existing fence.

The existing Beaufort Style Fences on property need to be removed for the completion of the work on property. They are also in disrepair and are no longer functional or aesthetically pleasing. The

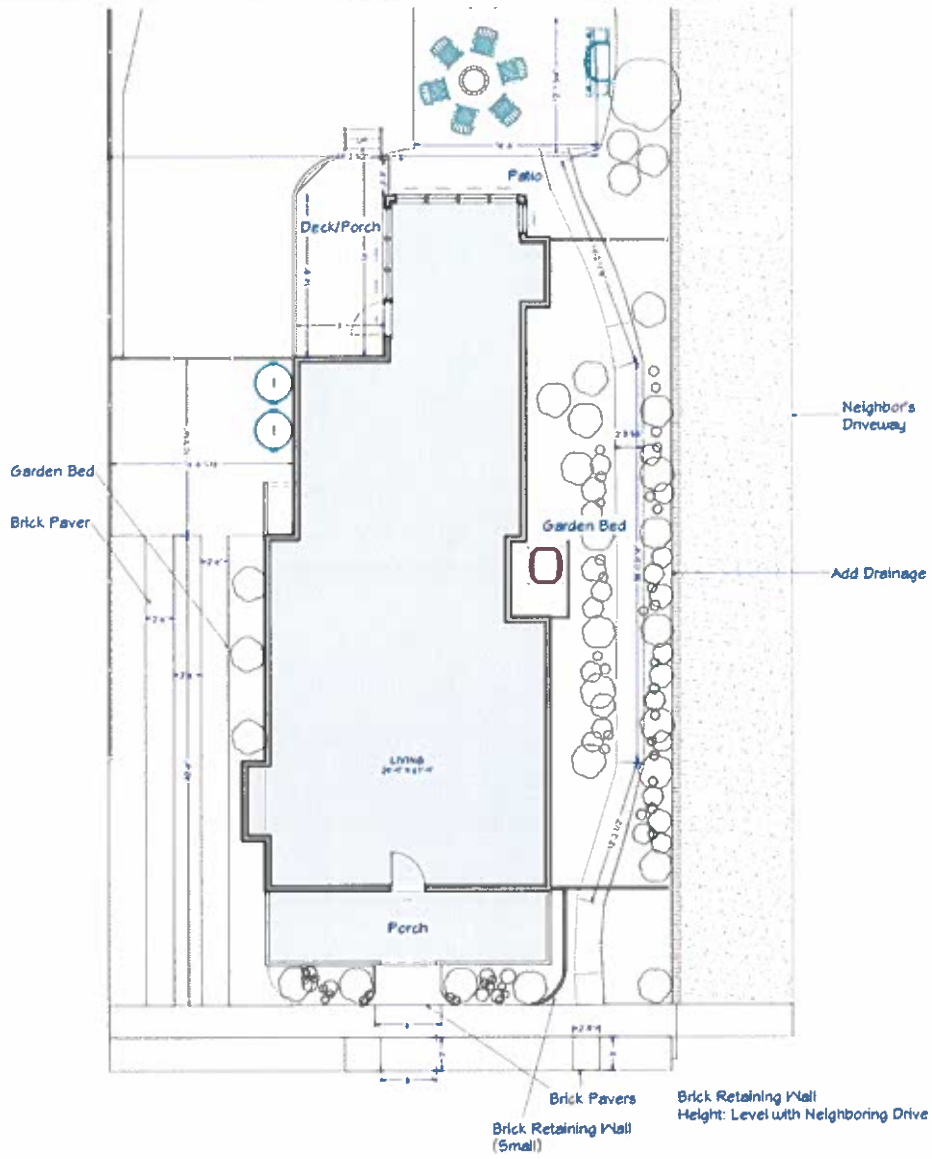
existing hardware, closures, height and footprint will be the same. The right side fence will not exceed 3' while the left side parking fence screening will not exceed 4'.











Re: 112 Moore Street, Beaufort, NC

**Summary of work performed to date following the issuance of a COA by the Town of Beaufort for fence/drainage/hardscape/landscape work on June 4, 2024**

- Removal of existing fence on **southern** side of property in preparation for installation of extensive drainage with pump in southern side yard
- Installation of drainage system on southern side of property, including drainage pump, lines, catch basin and temporary line to street
- Removal of sidewalk in front of property in anticipation of grading/new driveway cut and new sidewalk to be installed at owners' expense to reduce run off from street to owner's property
- Removal of old deteriorating brick front walkway in preparation for grading to proposed new sidewalk and in preparation for new front walkway
- Installation of new front step
- Removal of old deteriorating brick side patio in preparation for north side grading and drainage installation
- Removal of existing, deteriorating fence on north side of property
- Preliminary grading of driveway to reduce some flooding prior to installation of northern side drainage and final grading and installation of approved brick driveway strips
- Installation of new posts for new north side fence on property line indicated on owners' survey
  - Work stopped on replacement of **northern** side fence installation in January 2025 as a result of objection to owners' survey by adjoining neighbor, Michele LaRussa
  - As a result of the adjoining owners' objection to owners' survey, the drainage installation on the north (driveway) side of the property and the backyard of the property also were stopped because the final grading could not be established without resolution of the boundary issue
- Work continued on installation of drainage and retaining wall on **southern** side of property
  - Construction of retaining wall on south side of property with posts for integrated fence
  - Drainage behind retaining wall
- Not subject to COA but necessary to complete the work of the COA:
  - Sealing of crawl space and moving of HVAC units to elevate above flood level
  - Installation of generator and buried LP tank to run drainage systems in the event of a power outage
    - Removal of all old gas lines and installation of new gas lines for home appliances to conform to code
- Removal of concrete apron in front of guest house/garage in preparation for backyard and north side drainage system installation
- Preliminary grading to reduce pooling of water while waiting for resolution of the boundary dispute