



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Historic Preservation Regular Meeting 6:00 PM Tuesday, August 01, 2023 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Minutes Approval

- [1.](#) HPC Draft Minutes 070523

Administration of Oaths

Items of Consent

- [1.](#) Approval of the Orders for 433 Front Street, 311 Broad Street & 615 Ann Street – Certificates of Appropriateness

New Business

- [1.](#) Case # 23-24 209 Moore Street – Front Porch
- [2.](#) Case # 23-23 201 Broad Street – Fencing

Commission / Board Comments

Staff Comments

- [1.](#) Revised COA Application “Draft”

Adjourn



Town of Beaufort, NC
701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Historic Preservation Regular Meeting
6:00 PM Tuesday, July 5, 2023 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair McCune called the July 5, 2023 Beaufort Historic Preservation Commission regular meeting to order at 6:00 pm.

Roll Call

Members Present: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, and Marissa Morris.

A quorum was declared with five members present.

Tammy Hunsucker arrived after Minutes Approval.

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

Agenda Approval

Vice-Chair Flowers made the motion to approve the Agenda and Member Morris made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, and Marissa Morris

Minutes Approval

Chair McCune noted that the Minutes had been updated with suggested corrections before the meeting. Member Cummins made the motion to approve the June 6th, 2023 Minutes and Member Hedrick made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, and Marissa Morris

Administration of Oaths

Chair McCune gave the Quasi-Judicial Statement and Secretary Anderson administered the Oath to Kyle Garner.

Items of Consent

Vice-Chair Flowers made the motion to approve the Order of Case # 23-05 131 Craven Street, Case #23-09 330 Front

Street, Case #23-16 101 Ann Street, Case #23-17 115 Front St, Case #23-18 201 Front St, 23-19 215 Turner St, and Member Morris made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Tammy Hunsucker, and Marissa Morris

New Business

1. Case #23-20; 433 Front Street – Signage

Chair McCune introduced Case #23-20 and asked if any members needed to recuse and hearing none, she asked Mr. Garner for the Staff Report. Mr. Garner explained that the applicant requested installation of a new hanging 2’ x 3’ sign in front of the door totaling 6 square feet.

Secretary Anderson administered the Oath to the applicant, George Rose, owner of Isla Boutique. There were no questions for Mr. Rose.

Chair McCune asked for a motion for a Finding of Fact for Case #23-20 and Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #23-20, move that the Commission conclude that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Signage Guidelines 8.6.1, 8.6.2, 8.6.3, 8.6.5.

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

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Marissa Morris, and Tammy Hunsucker

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-20.

Member Hedrick made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #23-20 be issued for the proposed work.

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

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Marissa Morris, and Tammy Hunsucker

Chair McCune then declared Case #23-20 closed, noting that the official Orders would be signed at the next meeting.

2. Case #23-21; 311 Broad Street – Demolition and New Construction

Chair McCune introduced Case #23-21 and asked if any members needed to recuse and hearing none, she asked Mr. Garner for the Staff Report. Mr. Garner gave an overview of the application to demolish the existing structure at 311 Broad Street and construct a new dwelling similar in size, scale, mass and height to the existing dwelling. He noted that the existing home had no COA’s on file and it is not a property of state-wide significance as verified by John Wood of the State Historic Preservation Office (SHPO). Mr. Garner also stated that the application was one of the most complete ever received. He stated that the applicant’s request that if approved materials were not available then updated materials could be approved by a Minor Works, and he explained that in the past two HPC Members and a staff member would review and forward to the rest of the Board for their approval. Chair McCune reiterated that the Guidelines page 31, chapter 4 outline this approval process for minor changes.

Secretary Anderson administered the Oath to the applicant, Addison Dascombe, owner of the property. Mr. Dascombe submitted paint color swatches to the Board and Mr. Garner requested the paint colors be submitted into the record; the paint colors being Benjamin Moore “Boothbay Gray” and Sherwin-Williams “Snowbound”.

As the application contained two requests, a demolition request and a new build, Chair McCune requested the Board consider the demolition first. Member Cummins asked the applicant if there had been an assessment of the integrity of the house. Mr. Dascombe explained that they had obtained an independent inspection report and at least seven local builders and an engineer all recommended the house be demolished due to severe structural foundation issues. Member Hedrick noted that the house was representative of the vernacular structure and economics of that time period but could clearly see the damage to the house. Chair McCune stated that over time the house had many updates and alterations and any architectural significance had been lost. She encouraged the applicant to save and reuse floorboards and any other items and Mr. Dascombe stated that they had planned to reuse materials as accents in the new home.

Hearing no further questions Chair McCune asked for a consensus to approve the demolition of the existing house. Town Attorney Ms. Quattlebaum requested the consensus include a statement that the Planning and Inspections Director was excused from filing with the State Historic Preservation Office and Demolition Guideline 10.1.1 not be applicable. The Board gave unanimous consensus to approve the demolition.

The Board then moved forward with the application for the new build. Member Hunsucker asked why they had chosen Hardie-board and Mr. Dascombe stated that they liked the look of it and they would be using the smooth side. Member Hedrick asked about the window sash color and material and commended the application, and the applicant explained the sashes were a composite material and would be white. Vice-Chair Flowers also recognized how well the application packet was put together and asked if the door would be painted Boothbay Gray and Mr. Dascombe stated that it would. Member Morris also commended the packet and Member Hedrick asked about the shutters and window casement trim detail and the applicant said the shutters would be functional and the trim was detailed on page 27 of the application. Chair McCune asked about the style of the porch railing and Vice-Chair Flowers noted that building code required railing over 30” to have no more than 4” of space between pickets. Chair McCune also commended the application and Mr. Dascombe thanked the Board.

Chair McCune asked if there were any parties with standing who would like to comment and there were none.

Hearing no further questions Chair McCune asked for a motion for a Finding of Fact for Case #23-21 and Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #23-21, move that the Commission find that the property is not a contributing structure and the Planning and Inspections Director is excused from filing with the State Historic Preservation Office, and the Commission conclude that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Demolition of Buildings Guidelines 10.1.1, 10.1.2, 10.1.3, 10.1.4, 10.1.5, 10.1.6; under New Construction Guidelines: Building Placement 7.1.1, 7.1.2, 7.1.3, 7.1.4; Building Height/Scale 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.2.5; Materials 7.3.1, 7.3.2, 7.3.3; Details 7.4.1, 7.4.2; Texture and Color 7.5.1; Form and Rhythm 7.6.1, 7.6.2, 7.6.3; Landscaping 7.7.1; Off-Street Parking Guidelines 8.5.1, 8.5.2, 8.5.3, 8.5.4, 8.5.6, 8.5.7; Outside Utilities Guidelines 8.3.1, 8.3.6; Exterior Lighting Guidelines 8.4.1, 8.4.2, 8.4.3; Landscaping Guidelines 8.1.2, 8.1.5, 8.1.7, 8.1.8, 8.1.12 with the condition that the 2”x2” pickets be used on the front rail.

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

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Marissa Morris, and Tammy Hunsucker

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-21.

Member Hedrick made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact and the inclusion of the detail of the porch pickets being 2”x2” and 4” apart, I move that the proposed project is not inconsistent with the special character of the historic district as a

whole and that a Certificate of Appropriateness for Case #23-21 be issued for the proposed work.

Vice-Chair Flowers made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Marissa Morris, and Tammy Hunsucker

Chair McCune then declared Case #23-21 closed and informed Mr. Dascombe that the official Orders would be signed at the next meeting.

3. Case #23-22; 615 Ann Street – Gutters

Chair McCune introduced Case #23-22 and asked if any members needed to be recused and hearing none, she asked Mr. Garner for the Staff Report. Mr. Garner first introduced the Board to the new Town Planner, Michelle Eitner and said that she would be presenting two items at the next meeting.

Mr. Garner stated that in Case #23-22 the owner requested approval of the installation of gutters on the east side of her home at 615 Ann St.

Secretary Anderson administered the Oath to the applicant, Rebecca Oxholm. The Board had no questions and Chair McCune asked if there were any parties with standing.

There being no parties with standing and hearing no further questions Chair McCune asked for a motion for a Finding of Fact for Case #23-22 and Vice-Chair Flowers made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #23-22, move that the Commission conclude that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Roof Guidelines 6.1.6.

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

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Marissa Morris, and Tammy Hunsucker

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #23-22.

Member Morris made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #23-22 be issued for the proposed work.

Vice-Chair Flowers made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Marissa Morris, and Tammy Hunsucker

Chair McCune then declared Case #23-22 closed and notified Ms. Oxholm that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

Commission / Board Comments

- a. Vice-Chair Flowers expressed his appreciation of the application packet for Case #23-21.
- b. Chair McCune noted that the Board had recently had the opportunity to attend a School of Government Quasi-Judicial workshop and she pointed out the importance of recusals and the Board’s application deliberations need to focus on the Guidelines only.

Staff Comments

- a. Mr. Garner noted that he was still hearing comments and compliments on the workshop by John Wood of the State Historic Preservation Office (SHPO) and the word done by the SHPO, HPC members, Town of Beaufort employees and the public at the Old Burying Ground.
- b. Mr. Garner stated that he and Board Secretary Laurel Anderson were planning quarterly workshops with the SHPO for the Board and public.
- c. He further noted the quality of the application for Case #23-21 and Vice-Chair Flowers’ input regarding the assembly of the packet. Starting in September 2023 Mr. Garner suggested that applicants address the Guidelines applicable to their applications, and the Board and Staff could add or delete Guidelines.
- d. To aid future applicants, Mr. Garner suggested making a short YouTube video narrated by a Board member explaining the COA and Minor Works processes. He asked Member Morris to narrate the video and she agreed. Mr. Garner asked if the Board would agree to a modification to the COA application to require including the Guidelines and the Board unanimously agreed.
- e. Mr. Garner informed the Board that the Town of Beaufort had received their Certified Local Government renewal.

Adjourn

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

Voting yea: Chair McCune, Vice-Chair John Flowers, Bradley Cummins, Bradley Hedrick, Marissa Morris, and Tammy Hunsucker

Chair McCune declared the July 5th, 2023 meeting adjourned at 7:30 pm.

Chair, Joyce McCune

Board Secretary, Laurel Anderson



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
6:00 P.M. August 1, 2023 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: Consent

SUBJECT: Approval of the Orders for 433 Front Street, 311 Broad Street & 615 Ann Street – Certificates of Appropriateness

BRIEF SUMMARY:

As part of the new General Statutes (160D), prior to Evidentiary Hearing Orders being signed and sent to the applicant/property owners, the Board in which conducted the hearing is to review the order for accuracy.

The staff has consulted with the Town Attorney and now asks that the Historic Commission Members review the orders for such accuracy and be prepared to make a motion to recommend approval of the Order or to approve with Commission recommended changes.

REQUESTED ACTION:

Review the order for such accuracy and be prepared to make a motion to recommend approval of the Order or to approve with Commission recommended changes.

EXPECTED LENGTH OF PRESENTATION:

0 Minutes (Presentation from Staff)

SUBMITTED BY:

Kyle Garner, AICP Planning Director

BUDGET AMENDMENT REQUIRED:

N/A



Town of Beaufort
701 Front St. • P.O. Box 390 • Beaufort, N.C. 28516
252-728-2141 • 252-728-3982 fax
www.beaufortnc.org

August 1, 2023

George Rose
Isla Boutique
433 Front Street
Beaufort, NC 28516

RE: Case # 23-20 433 Front Street – Signage

Dear Mr. Rose:

Beaufort's Historic Preservation Commission wishes to thank you for your recent application for a Certificate of Appropriateness regarding the property referenced above which is in the Town's Historic District. We appreciate you taking the time to come before the Commission, as well as your willingness to work with us to preserve the distinctive character of Beaufort. Your commitment will help ensure the many historic and cultural resources that we enjoy today will be preserved for future generations.

You have been issued a Certificate of Appropriateness for your project as specified on the enclosed certificate. Please read it carefully. As you proceed with your project, you must comply with all the specifications stated, including provisions in the relevant Historic District Guidelines enumerated on the certificate. Please note the COA must be visibly displayed at the site during the entire duration of the project. Also note that a building permit with the Town may be needed depending on the scope of the work.

Your certificate is valid for the work which must begin within six (6) months from the date of issuance of the COA by the Commission and must be completed no later than one year thereafter. An extension of the COA can be granted upon the Town receiving a written request from the applicant prior to the application expiration date. An extension may only be granted once for a time period of six additional months if the work has been started but not completed within the one-year validation period. Upon completion of your project please contact our office in case an inspection of the project is required.

Thank you for the thought and care that you have dedicated to your project. Your contribution to the preservation of Beaufort's Historic District is greatly appreciated.

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

Mayor Sharon Harker
Commissioner John Hagle • Commissioner Marianna Hollinshead
Commissioner Bucky Oliver • Commissioner [redacted] • Commissioner Bob Terwilliger
Town Manager [redacted] • [redacted] Fodd Clark



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on July 5, 2023 to consider a Certificate of Appropriateness (COA) application submitted by George Rose, Isla Boutique for **CASE # 23-20 433 FRONT STREET – SIGNAGE** and having heard all of the evidence, testimony, and arguments presented during the evidentiary hearing on this item and having the material(s) submitted to the HPC from the applicant, makes the following CONCLUSION:

Based upon the testimony, evidence, and record before the HPC on July 5, 2023, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

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.

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE # 23-20 433 FRONT STREET – SIGNAGE.**

This the 1st day of August, 2023

Joyce McCune, Chair
Beaufort Historic Preservation Commission

NOTE: If you are dissatisfied with the decision of this Board, an appeal may be taken to the Beaufort Board of Adjustment within 30 days after the date this order is served on you.



Town of Beaufort
701 Front St. • P.O. Box 390 • Beaufort, N.C. 28516
252-728-2141 • 252-728-3982 fax
www.beaufortnc.org

August 1, 2023

Addison and Gabrielle Dascombe
106 Windfall Court
Cary, NC 27518

RE: Case # 23-21 311 Broad Street – Demolition and New Construction

Dear Mr. and Mrs. Dascombe:

Beaufort's Historic Preservation Commission wishes to thank you for your recent application for a Certificate of Appropriateness regarding the property referenced above which is in the Town's Historic District. We appreciate you taking the time to come before the Commission, as well as your willingness to work with us to preserve the distinctive character of Beaufort. Your commitment will help ensure the many historic and cultural resources that we enjoy today will be preserved for future generations.

You have been issued a Certificate of Appropriateness for your project as specified on the enclosed certificate. Please read it carefully. As you proceed with your project, you must comply with all the specifications stated, including provisions in the relevant Historic District Guidelines enumerated on the certificate. Please note the COA must be visibly displayed at the site during the entire duration of the project. Also note that a building permit with the Town may be needed depending on the scope of the work.

Your certificate is valid for the work which must begin within six (6) months from the date of issuance of the COA by the Commission and must be completed no later than one year thereafter. An extension of the COA can be granted upon the Town receiving a written request from the applicant prior to the application expiration date. An extension may only be granted once for a time period of six additional months if the work has been started but not completed within the one-year validation period. Upon completion of your project please contact our office in case an inspection of the project is required.

Thank you for the thought and care that you have dedicated to your project. Your contribution to the preservation of Beaufort's Historic District is greatly appreciated.

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on July 5, 2023 to consider a Certificate of Appropriateness (COA) application submitted by Addison and Gabrielle Dascombe for **CASE # 23-21 311 BROAD STREET – DEMOLITION AND NEW CONSTRUCTION** and having heard all of the evidence, testimony, and arguments presented during the evidentiary hearing on this item and having the material(s) submitted to the HPC from the applicant, makes the following CONCLUSION:

Based upon the testimony, evidence, and record before the HPC on July 5, 2023, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

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

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

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

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

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

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

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

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

7.2.5. If a contributing building was demolished or moved from the site, design the replacement building to be of similar height, scale, massing, and location as the previously existing building. Applicants will have a heavy burden to demonstrate to the HPC that a replacement structure with different height, scale, and massing as the previously existing building is congruous with the Historic District.

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

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

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

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

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

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

7.6.1. Design new construction that reflects the basic shapes and forms on the block and in the Historic District.

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

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

7.7.1. Retain and protect mature trees during construction.

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.

8.1.5. 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.

8.1.7. Maintain the relationship between the mass/proportion of the building and open space within the context of the streetscape for new construction, additions and landscape.

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

8.1.12. Utility wires, including power, telephone and cable should be placed underground whenever substantial utility construction takes place. Above ground utility boxes, fixtures, and equipment should be located in inconspicuous locations and should be screened from view.

8.3.1. Locate utilities, vents and meter boxes and other utility connections in side or rear yards and screen from public view with plantings, fencing, or other means.

8.3.6. Install utilities underground whenever possible.

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.

8.5.1. Locate new parking 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.

8.5.4. Avoid removing trees and other landscape elements that contribute to the historic character of a site.

8.5.6. Incorporate existing mature trees into new parking areas. Avoid the placement of impervious surface materials such as asphalt and concrete in areas below the canopy crown of the tree. Use turf stone, gravel, marl, or other pervious materials in these areas.

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.

10.1.1. Choose demolition only as a last resort. Property owners of contributing buildings should design the replacement building to reflect the demolished building's height, scale, massing and location. Applicants will have a heavy burden to demonstrate to the HPC that a replacement building with different height, scale, massing as the previously existing building is congruous with the Historic District.

10.1.2. Document the historic resource prior to demolition. Documentation shall take the form of black and white photographs, and color digital photographs of the building, structure, or site's principal elevations, architectural elements (both in exterior and interior), and special features. Measured drawings of the resource may also be required. HPC shall determine on a case-by-case basis the

extent of documentation required and the parties responsible for producing such documentation. The documentation shall be submitted to the HPC and become a permanent record of the Town of Beaufort.

10.1.3. Salvage architectural features and building materials for reuse or study. Contact antique dealers and used building supply establishments to arrange for removal. Consider donations of items to interested nonprofit organizations or museums or the NC-SHPO.

10.1.4. Minimize ground-disturbing activities during demolition to avoid damage to potential unknown Archaeological resources.

10.1.5. Retain mature trees on site.

10.1.6. Clean the site thoroughly of all building debris and leave the lot properly graded and seeded.

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for CASE # 23-21 311 Broad Street – Demolition and New Construction with the condition that the front porch rails be a traditional wood picket style railing. The Commission further finds that the property does not have Statewide Significance and that the Planning and Inspections Department is excused from filing with the State Historic Preservation Office.

This the 1st day of August, 2023

Joyce McCune, Chair
Beaufort Historic Preservation Commission

NOTE: If you are dissatisfied with the decision of this Board, an appeal may be taken to the Beaufort Board of Adjustment within 30 days after the date this order is served on you.



Town of Beaufort
701 Front St. • P.O. Box 390 • Beaufort, N.C. 28516
252-728-2141 • 252-728-3982 fax
www.beaufortnc.org

August 1, 2023

Rebecca Oxholm
615 Ann Street
Beaufort, NC 28516

RE: Case # 23-22 615 Ann Street – Gutters

Dear Ms. Oxholm:

Beaufort's Historic Preservation Commission wishes to thank you for your recent application for a Certificate of Appropriateness regarding the property referenced above which is in the Town's Historic District. We appreciate you taking the time to come before the Commission, as well as your willingness to work with us to preserve the distinctive character of Beaufort. Your commitment will help ensure the many historic and cultural resources that we enjoy today will be preserved for future generations.

You have been issued a Certificate of Appropriateness for your project as specified on the enclosed certificate. Please read it carefully. As you proceed with your project, you must comply with all the specifications stated, including provisions in the relevant Historic District Guidelines enumerated on the certificate. Please note the COA must be visibly displayed at the site during the entire duration of the project. Also note that a building permit with the Town may be needed depending on the scope of the work.

Your certificate is valid for the work which must begin within six (6) months from the date of issuance of the COA by the Commission and must be completed no later than one year thereafter. An extension of the COA can be granted upon the Town receiving a written request from the applicant prior to the application expiration date. An extension may only be granted once for a time period of six additional months if the work has been started but not completed within the one-year validation period. Upon completion of your project please contact our office in case an inspection of the project is required.

Thank you for the thought and care that you have dedicated to your project. Your contribution to the preservation of Beaufort's Historic District is greatly appreciated.

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on July 5, 2023 to consider a Certificate of Appropriateness (COA) application submitted by Rebecca Oxholm for **CASE # 23-22 615 ANN STREET – GUTTERS** and having heard all of the evidence, testimony, and arguments presented during the evidentiary hearing on this item and having the material(s) submitted to the HPC from the applicant, makes the following CONCLUSION:

Based upon the testimony, evidence, and record before the HPC on July 5, 2023, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

6.1.6. Install new gutters without damaging or obscuring architectural features. It is inappropriate to replace concealed, built-in gutter systems with modern exposed gutters. Gutters of all materials except copper shall have a painted finish. Half-round gutters are appropriate for most contributing properties. Wood gutters may be appropriate for certain period restoration projects. Replacement of gutters is usually reviewed as a Minor Works item.

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE # 23-22 615 ANN STREET – GUTTERS**.

This the 1st day of August, 2023

Joyce McCune, Chair
Beaufort Historic Preservation Commission

NOTE: If you are dissatisfied with the decision of this Board, an appeal may be taken to the Beaufort Board of Adjustment within 30 days after the date this order is served on you.



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, August 1, 2023 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case # 23-24 209 Moore Street – Front Porch

BRIEF SUMMARY:

The applicant wishes to remove the existing porch to add a new larger front porch at 209 Moore Street per the application.

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: Michelle Eitner, Town Planner
Date: June 27, 2023
Case No. 23-24

Request: Front Porch
 Michael and Christa Martin
 3225 Darien Drive
 Raleigh, NC 27607

Applicant:

Property Information:

Owners: Michael and Christina Martin
Location: 209 Moore Street
PIN#: 730617018400000

Project Information:

In the District Survey (November 1997), updated by Ruth Little, the Home at 115 Front Street is described as **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).

Proposed work:

- See Attachment from Applicant

Material:

- See Information from Applicant.

Color:

See Attached Description from Applicant.

Attachments:

- Vicinity Map
- List of adjacent property owners used for mailing notifications.
- COA application and supporting materials supplied by applicant.

Porches and Entrances Guidelines

6.5.1. Retain and preserve historic porches, entrances and doorways including related features such as railings, posts or columns, ceilings, steps, lattice, flooring, piers, ornamental trim, and other character defining elements.

6.5.2. Repair, rather than replace, historic porch and entrance elements, wherever feasible. Use repair techniques which preserve historic material, including patching, epoxy repair, reinforcing, or splicing-in of new wood in place of deteriorated sections. Replacement elements should match the original in size, shape, pattern, color, and texture.

6.5.3. Use appropriate materials in the repair and restoration of historic porches. Woods that are naturally rot-resistant or treated will provide the greatest durability for exposed elements such as railings, steps, flooring, and floor framing. The use of pressure-treated wood is appropriate when painted within six months. The use of substitute material that duplicates the look and patina, and architectural detail is allowed.

6.5.4. The enclosure or other alteration of original or historic front porches is not appropriate in the historic district. The enclosure of porches at the rear, or other areas not seen from the public view, is appropriate if the enclosure is designed and constructed in a manner that preserves the historic character and features of the porch.

6.5.5. Use architectural details and ornamentation that are compatible with the style, period, and detailing of the porch and structure. Such features as new metal columns or wrought iron posts, over-scaled columns with elaborate capitals, metal or plastic balustrades are not allowed. The creation of a false historical appearance, such as adding Victorian ornament to a plain early 20th century porch, is not appropriate.

6.5.6. Removing a porch that is not repairable and not replacing it, or replacing it with a new porch that does not convey the same visual appearance on contributing historical properties is not permitted.

6.5.7. Reconstruct missing porches or porch details based on accurate documentation of such features. Such documentation may include: evidence found on the subject building; historic photographs; or compatible details found on another porch in the district of the same period and general style. The owner shall provide the commission with such documentation in the application for a Certificate of Appropriateness.

6.5.8. It is not appropriate to add new porches, entrances, or balconies to primary elevations or other areas of a building that are seen from the public view if none existed historically.

Case # 23-24 209 Moore Street - Front Porch



OWNER	PhysicalAddress	MAIL_ADD	MAIL_CITY	MAIL_STATE	MAIL_Z15
NASH JOHN F ETUX ELIZABETH W	95 GALLANTS LN	4001 BARRETT DRIVE LOT 2	RALEIGH	NC	27609
RODRIGUEZ ANTONIO B ETUX PATRI	207 MOORE ST	207 MOORE STREET	BEAUFORT	NC	28516
ST PAULS EPISCOPAL CHURCH	209 ANN STREET	209 ANN STREET	BEAUFORT	NC	28516
CHADWICK BRADFORD Q ETAL	123 ANN ST	4003 HALCYON DRIVE	HUNTERSVILLE	NC	28078
MARTIN MICHAEL ETUX CHRISTINA	209 MOORE ST	3225 DARIEN DRIVE	RALEIGH	NC	27607
EARLY WILLIAM K ETUX MARGARET	211 MOORE ST	PO BOX 356	ORDINARY	VA	23131

UP DATED

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

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Michael and Christa Martin

Applicant Address: 209 Moore Street, Beaufort, NC 29615 (3225 Darien Dr, Raleigh, NC 27607)

Business Phone: 919-539-4838 Email/Cell: 2christa.martin@gmail.com; 919-370-6941

Property Owner Name: Michael and Christa Martin

Address of Property: 209 Moore Street, Beaufort, NC 29615

Phone Number: 919-539-4838 Email/Cell: 2christa.martin@gmail.com; 919-370-6941

PROJECT INFORMATION

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

Build a front porch in a traditional style that matches the beauty of Beaufort's historic architecture. The proposed front porch will span the width of the house. The tall windows and the antique front door will be preserved. The green plastic shutters and the glass screen door will be removed. The vinyl siding will also be removed and replaced with board and batten Hardie siding. The vinyl gable will be replaced by a shake style gable in a traditional white color that is commonly used in downtown Beaufort. The colors and materials will complement the scene of our historic district and feature white and Beaufort green. The porch will resemble the style of the front porches of the adjacent properties on Moore Street 211 and Moore Street 207.

Estimated Cost of Project: \$ 26,000

Year House Built: 1930

Christa Martin
Applicant Signature

Michael Martin

06-16-2023
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.

OFFICE USE ONLY

Received by: _____

Reviewed for Completeness: _____

Date: _____

Date Deemed Completed and Accepted: _____

Trulane Builders Roofing & Remodeling

05-11-2023

102 Tammy Street

Emerald Isle NC, 28594

252-904-7399

NCGC License # 30280

Trulanebuilders.com

Project description for Michael and Christa Martin

Project address

209 Moore Street

Beaufort NC

Proposed task for front exterior at above listed address:

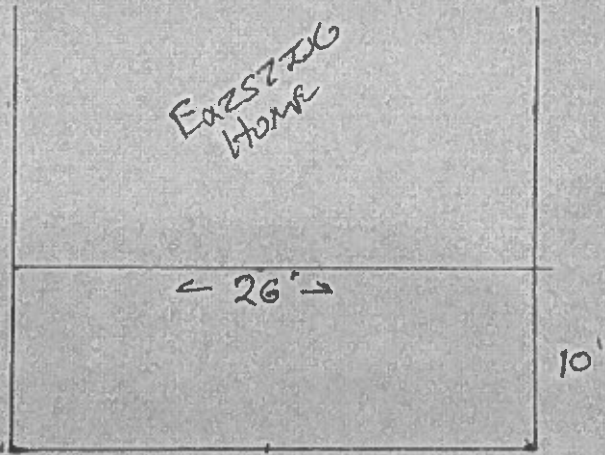
- Remove existing front porch, vinyl siding, concrete steps
- Construct a front porch of treated lumber the width of the front of the house
- Front porch roof to be full coverage of the front porch floor
- Wood columns to support new roof
- Metal panels for roof covering
- Hardie siding for all of the front of the house
- House siding trimmed to customers specifications



PROPOSED FRONT PORCH FOR
MICHAEL AND CHRISTA MARTIN

188

209 MOORE STREET



PROPOSED FRONT PORCH

64'

← MOORE STREET →

3/32

1.



25



CERTIFICATE OF APPROPRIATENESS
APPLICATION
NEW PORCH FOR 209 MOORE STREET

Michael and Christa Martin, June 16, 2023



INTRODUCTION

Michael and Christa Martin are requesting permission to build a front porch in a traditional style that matches the beauty of Beaufort's historic architecture



Our design is inspired by and similar to this picture (Southern Living Jan-Feb 2023 issue)

PORCH DESIGN AND OUR NEIGHBORS

The planned porch nicely matches the porch of our neighbor on Moore Street 207 and fits in with the historic house on Moore Street 211



207 Moore Street



211 Moore Street

PORCH DESIGN AND THE HISTORIC DISTRICT

The planned porch is similar to existing porches in Beaufort's historic district, such as



210 Ann street



212 Ann Street

Thank you!





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, August 1, 2023 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case # 23-23 201 Broad Street – Fencing

BRIEF SUMMARY:

The applicant wishes to add to the existing 36” fence along the property line of 201 Broad Street per the application.

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: Michelle Eitner, Town Planner
Date: June 27, 2023
Case No. 23-23

Request: Fencing

Applicant: John Flowers
 321 Orange Street
 Beaufort, NC 28516

Property Information:

Owners: Cindy Van Dover
Location: 201 Broad Street
PIN#: 730617111568000

Project Information:

In the District Survey (November 1997), updated by Ruth Little, the Home at 115 Front Street is described as **John Noe House**. Interesting vernacular Queen Anne style 1-story, 3-bay, side gable house with center hall plan. Unusual wrap-around porch configuration with central front gable porch roof and flanking hipped roofs appears original, as do the chamfered posts with a variation of Doric capitals. Gable ends have 4/4 sash and Gothic ventilators. West elevation has a bay window with 4/4 sash, aprons, moulded cornice, and decorative brackets. Front entrance has transom and side lights. Asbestos siding.

Area first mapped by Sanborn in 1908; house appears on this map. (SM, interview with neighbor)

Proposed work:

- See Attachment from Applicant

Material:

- See Information from Applicant.

Color:

See Attached Description from Applicant.

Attachments:

- Vicinity Map
- List of adjacent property owners used for mailing notifications.
- COA application and supporting materials supplied by applicant.

Fences and Walls Guidelines

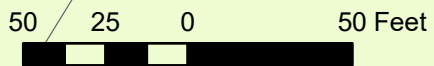
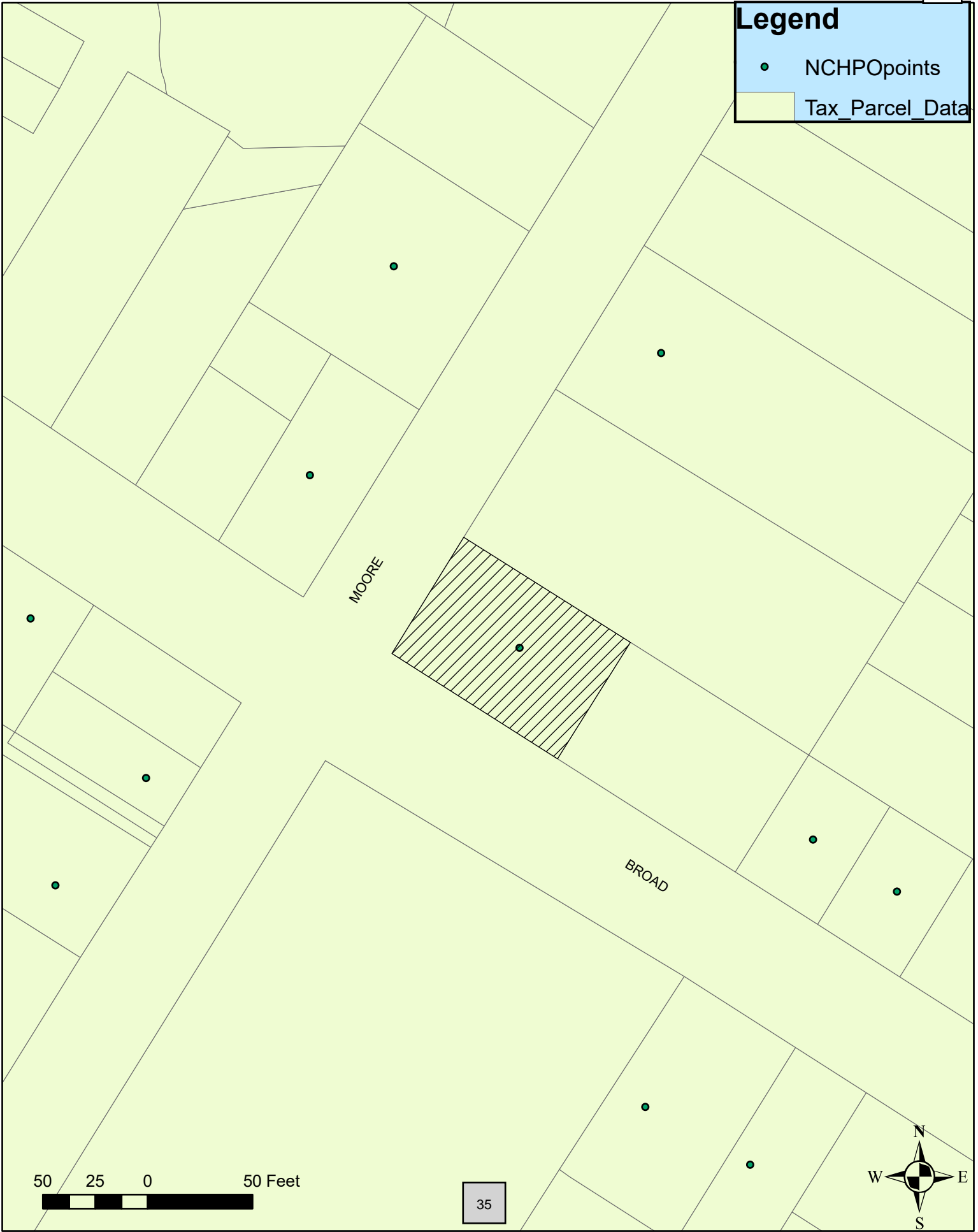
8.2.2. Design new fences that are compatible with the associated building, site and streetscape in height, proportion, scale, color, texture, material, and design. Substitute fence materials are not allowed along front or visible side property lines in the historic district. Fence types such as wire, 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.

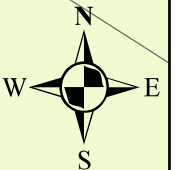
Case # 23-23 201 Broad Street - Fencing

Legend

- NCHPOpoints
- Tax_Parcel_Data



35



OWNER	PhysicalAddress	MAIL_ADD	MAIL_CITY	MAIL_STATE	MAIL_ZI5
WILSON MAMRE	302 MOORE ST	302 MOORE STREET	BEAUFORT	NC	28516
ST PAULS EPISCOPAL CHURCH	209 ANN STREET	209 ANN STREET	BEAUFORT	NC	28516
VANDOVER CINDY LEE	201 BROAD ST	201 BROAD STREET	BEAUFORT	NC	28516
GRIFFIN DALTON EARL ETAL TIMOT	221 MOORE ST	1106 BROADMOOR DR	COCOA	FL	32922
PICKERING SANDRA ETVIR JEFFREY	203 BROAD ST	203 BROAD ST	BEAUFORT	NC	28516
CURRIER ANNE R	115 BROAD ST	115 BROAD 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. Please contact Town Hall at 252-728-2142 if there are any questions.

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: John Flowers

Applicant Address: 321 Orange Street Beaufort n.c. 28516

Business Phone: 910-262-0826 cell Email/Cell: JFfloconst@gmail.com

Property Owner Name: Cindy Van Duser

Address of Property: 201 Broad Street Beaufort, n.c. 28516

Phone Number: 252-646-8896 Email/Cell: clv3@duke.edu

PROJECT INFORMATION

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

Add to existing fence. Add 14'-6" with 8' gate across existing driveway.
New Gate to match existing. Straight top 2x2 36" tall Painted white to match existing. Paint is B.m. white # W096 01

Estimated Cost of Project: \$ 1,500.00 Year House Built: 2006

[Signature] Applicant Signature Date 6/14/2023

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.

OFFICE USE ONLY

Received by: _____ Reviewed for Completeness: _____
Date: _____ Date Deemed Completed and Accepted: _____

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

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

1. Items required for ALL projects:

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

2. Items required as applicable to project:

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

Will bring to meeting

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.

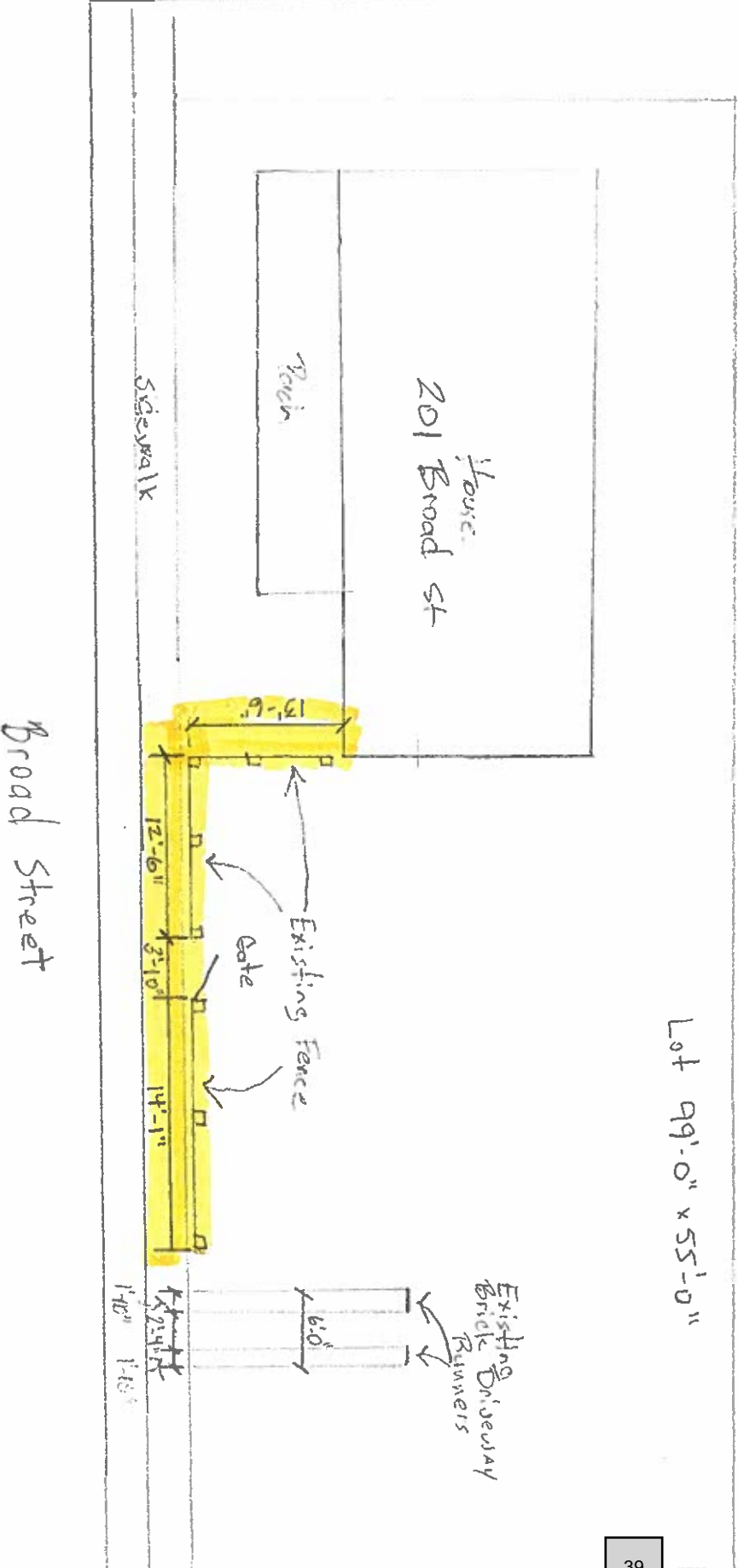
5. The applicant or a representative for the applicant must be present at the meeting for action to be taken on the application. If it is not possible for the applicant or their representative to be present at the assigned meeting, please contact Town Staff as soon as possible.

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.

Moore Street

Existing Fence Section



Moore Street

New Fence Section

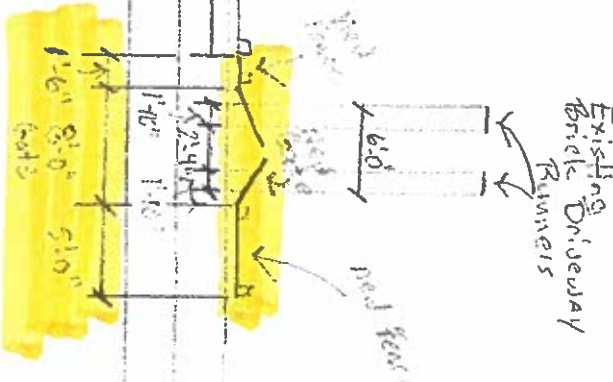
Lot 99'-0" x 55'-0"

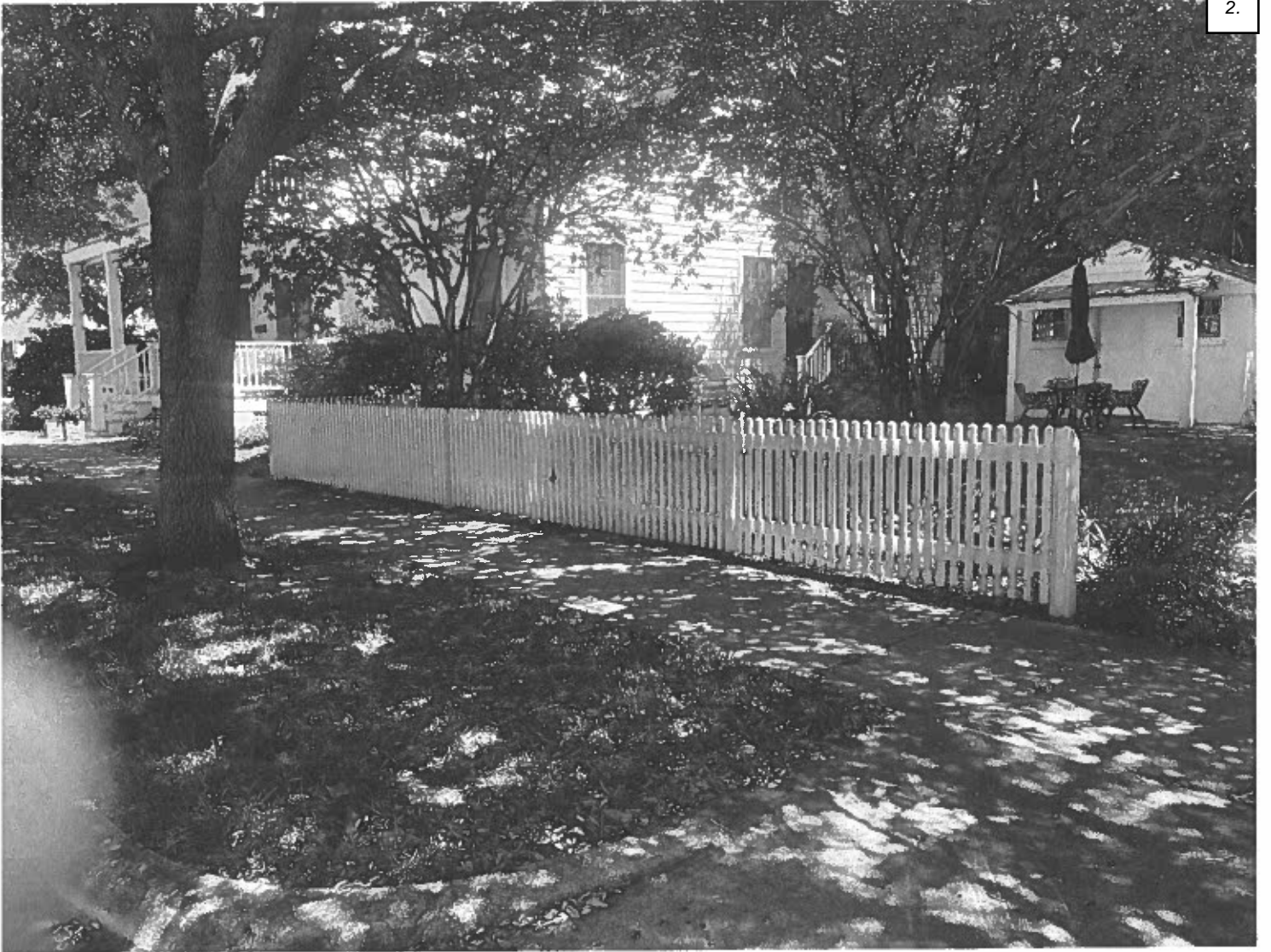
House
201 Broad St

Garage

Sidewalk

Broad Street









Existing Brick
Driveway Runners

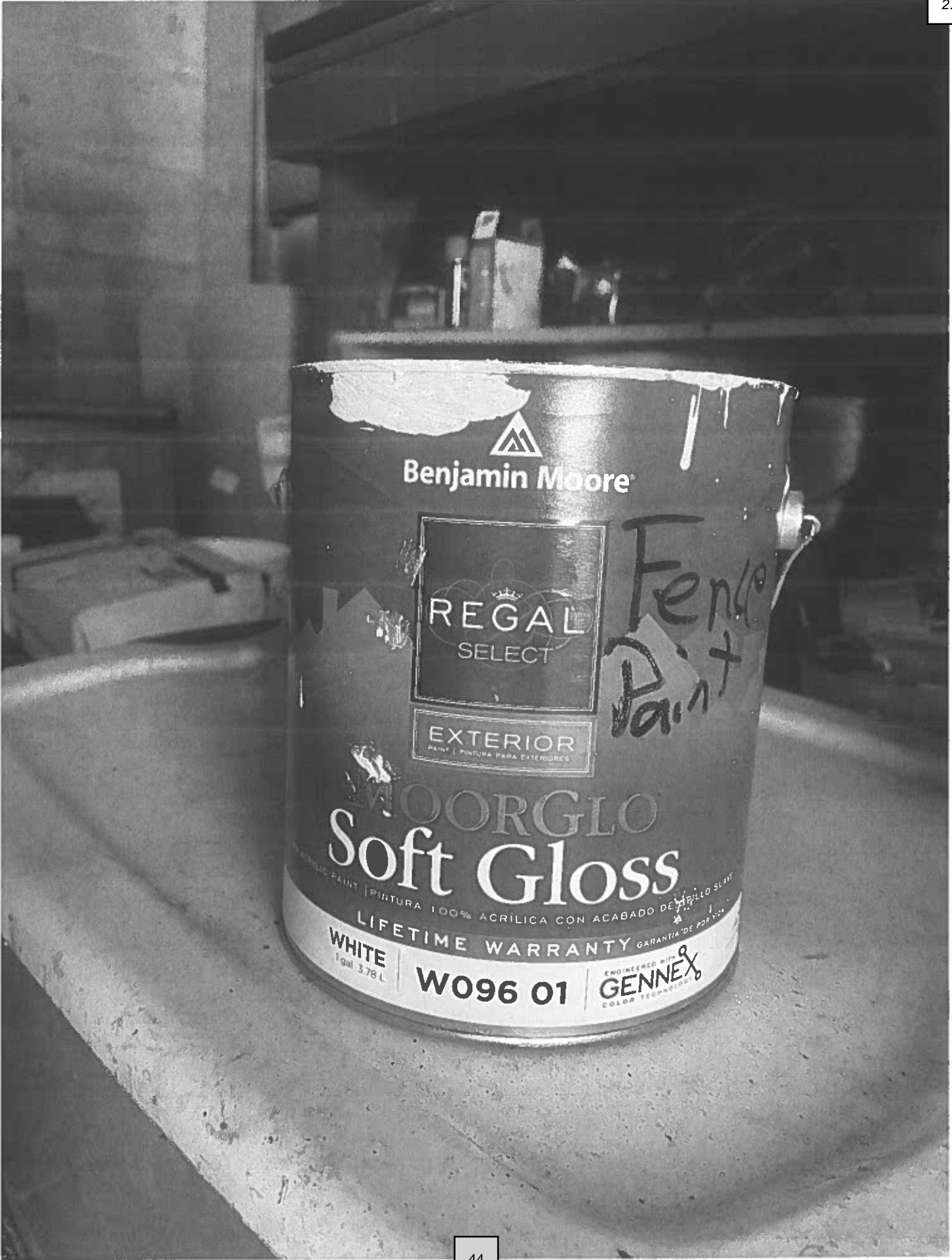


EXHIBIT 'A'

Lying and being in the Town of Beaufort, Beaufort Township, Carteret County, North Carolina and being a portion of Lot 113 of Old Town and being more particularly described to wit: Beginning at a point where the northern right of way of Broad Street would intersect with the eastern right of way of Moore Street and running from said point of intersection and running with the northern right of way of Moore Street N 33-37 E, 55 feet to a point; thence S 57-16-35 E, 99 feet to an existing iron pipe; thence S 33-37 W, 55 feet to a point in the northern right of way of Broad Street; running thence with the northern right of way of Broad Street N 57-16-35 W, 99 feet to the Point or Place of Beginning. See map entitled, "Survey for William T. Martin and Susan E. Martin", dated 28 October 2003, prepared by Powell Surveying Company, which map is incorporated herein by reference.

Carteret County

Property Data

Parcel Number: 730617113409000

Inquiry Date: 6/14/2023

DISCLAIMER: For confirmation of the number of buildings on each parcel, please contact the Carteret County Tax Office.

Property Info

PARCEL NUMBER: 730617113409000
OWNER: PATTERSON,ELIZABETH F ETAL DON
PHYSICAL ADDRESS 211 BROAD ST
 BEAUFORT
MAILING ADDRESS: 206 EAST GRAVERS LANE
 PHILADELPHIA PA 19118
LEGAL DESCRIPTION: PART L113 TOWN OF BEAUFORT
DEED REF: 876-642
PLAT REFERENCE: -
NEIGHBORHOOD: 590004

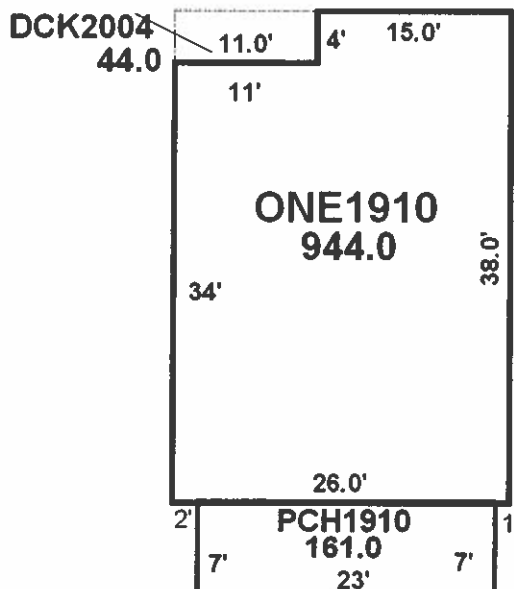
SALE DATE: 02/22/2000
SALE PRICE: \$0
ACREAGE: 0.07
LAND VALUE: \$213,840
EXTRA FEATURE VALUE: \$0

Building Info

BATHS: 2
BEDROOMS: 2
CONDITION: N/A

EXTERIOR WALLS: 12 RES WOOD
 .
FLOOR FINISH: 09 SOFTWOOD
 N/A
FOUNDATION: 02 CONC BLOCK
HEAT: 06 RADINTELEC
ROOF COVER: 03 COMP SHNGL
 .
ROOF STRUCTURE: 03 GABLE
SQUARE FOOTAGE: 1149
YEAR BUILT: 1910
BUILDING VALUE: \$59,824
PARCEL VALUE: \$273,664

Sketches



Photos

2.



Carteret County

Property Data

Parcel Number: 730617112347000

Inquiry Date: 6/14/2023

DISCLAIMER: For confirmation of the number of buildings on each parcel, please contact the Carteret County Tax Office.

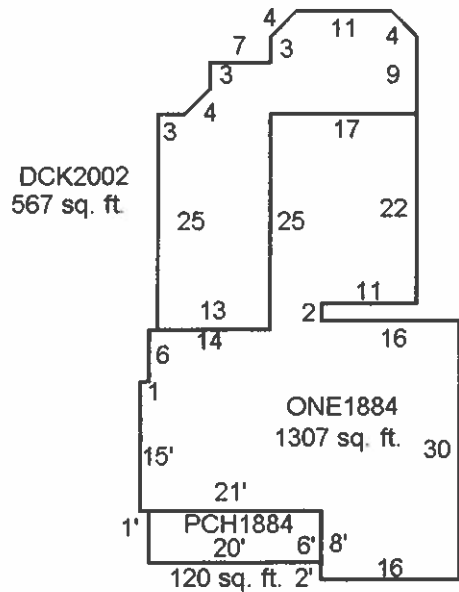
Property Info

PARCEL NUMBER: 730617112347000
OWNER: NC COASTAL LIFE LLC
PHYSICAL ADDRESS: 210 BROAD ST
 BEAUFORT
MAILING ADDRESS: 210 BROAD STREET
 C/O NICOLETTE DUNN
 BEAUFORT NC 28516
LEGAL DESCRIPTION: PART L105 TOWN OF BEAUFORT
DEED REF: 1474-51
PLAT REFERENCE: -
NEIGHBORHOOD: 590002
SALE DATE: 03/18/2014
SALE PRICE: \$415,000
ACREAGE: 0.15
LAND VALUE: \$334,368
EXTRA FEATURE VALUE: \$5,034

Building Info

BATHS: 1
BEDROOMS: 2
CONDITION: N/A
EXTERIOR WALLS: 26 VINYL
 12 RES WOOD
FLOOR FINISH: 09 SOFTWOOD
 N/A
FOUNDATION: 03 POST
HEAT: 10 HEATPUMP
ROOF COVER: 01 MINIMUM
 .
ROOF STRUCTURE: 03 GABLE
SQUARE FOOTAGE: 1994
YEAR BUILT: 1884
BUILDING VALUE: \$98,129
PARCEL VALUE: \$437,531

Sketches



Sketch by Apex TV Windows™

Photos



Carteret County

Property Data

Parcel Number: 730617110361000

Inquiry Date: 6/14/2023

DISCLAIMER: For confirmation of the number of buildings on each parcel, please contact the Carteret County Tax Office.

Property Info

PARCEL NUMBER: 730617110361000
OWNER: ST PAULS EPISCOPAL CHURCH
PHYSICAL ADDRESS: 0
MAILING ADDRESS: 209 ANN STREET
 BEAUFORT NC 28516

LEGAL DESCRIPTION: PART LOTS 75, 85 LOTS 76 86 96 106 TOWN OF BEAUFORT

DEED REF: -

PLAT REFERENCE: -

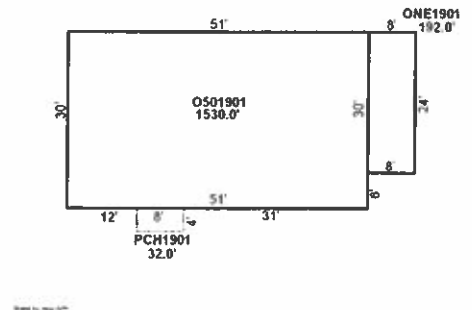
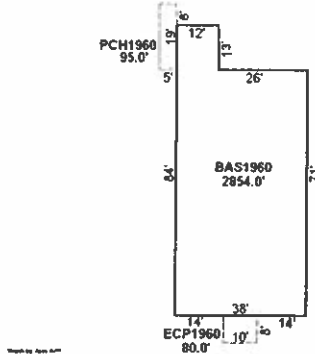
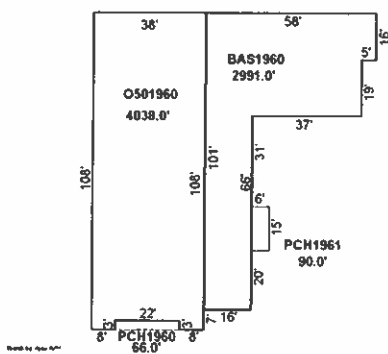
NEIGHBORHOOD: 590001

SALE DATE:
SALE PRICE: \$0
ACREAGE: 2
LAND VALUE: \$933,025
EXTRA FEATURE VALUE: \$6,007

Building Info

BATHS: 0
BEDROOMS: 0
CONDITION: N/A
EXTERIOR WALLS: 09 FACE
 BRICK
 N/A
FLOOR FINISH: 07
 CORK/VTILE
 N/A
FOUNDATION: 02 CONC
 BLOCK
HEAT: 12 HEATPUMP
ROOF COVER: 04 BUILT UP
 N/A
ROOF STRUCTURE: 01 FLAT
SQUARE FOOTAGE: 7185
YEAR BUILT: 1960
BUILDING VALUE: \$1,751,813
PARCEL VALUE: \$2,690,845

Sketches



Photos



2.

Carteret County

Property Data

Parcel Number: 730617111707000

Inquiry Date: 6/14/2023

DISCLAIMER: For confirmation of the number of buildings on each parcel, please contact the Carteret County Tax Office.

Property Info

PARCEL NUMBER: 730617111707000
OWNER: HOLLAND, LAURA ELLEN
PHYSICAL ADDRESS: 305 MOORE ST
 BEAUFORT
MAILING ADDRESS: 305 MOORE STREET
 BEAUFORT NC 1814 28516
LEGAL DESCRIPTION: PART L112 OLD TOWN BEAUFORT
DEED REF: 1744-299
PLAT REFERENCE: -
NEIGHBORHOOD: 590004

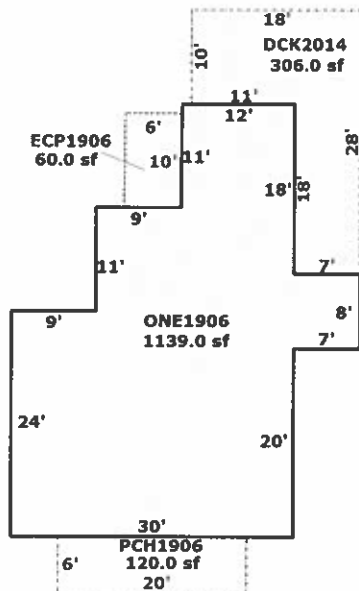
SALE DATE: 10/29/2021
SALE PRICE: \$540,000
ACREAGE: 0.229
LAND VALUE: \$398,520
EXTRA FEATURE VALUE: \$10,121

Building Info

BATHS: 2
BEDROOMS: 3
CONDITION: N/A

EXTERIOR WALLS: 12 RES WOOD
 .
FLOOR FINISH: 14 CARPET
 09 SOFTWOOD
FOUNDATION: 02 CONC BLOCK
HEAT: 10 HEATPUMP
ROOF COVER: 01 MINIMUM
 .
ROOF STRUCTURE: 03 GABLE
SQUARE FOOTAGE: 1625
YEAR BUILT: 1906
BUILDING VALUE: \$80,305
PARCEL VALUE: \$488,946

Sketches



Photos



Carteret County

Property Data

Parcel Number: 730617112542000

Inquiry Date: 6/14/2023

DISCLAIMER: For confirmation of the number of buildings on each parcel, please contact the Carteret County Tax Office.

Property Info

PARCEL NUMBER: 730617112542000
OWNER: PICKERING,SANDRA ETVIR JEFFREY
PHYSICAL ADDRESS 203 BROAD ST
 BEAUFORT
MAILING ADDRESS: 203 BROAD ST
 BEAUFORT NC 28516
LEGAL DESCRIPTION: PART L113 TOWN OF BEAUFORT
DEED REF: 921-708
PLAT REFERENCE: -
NEIGHBORHOOD: 590004

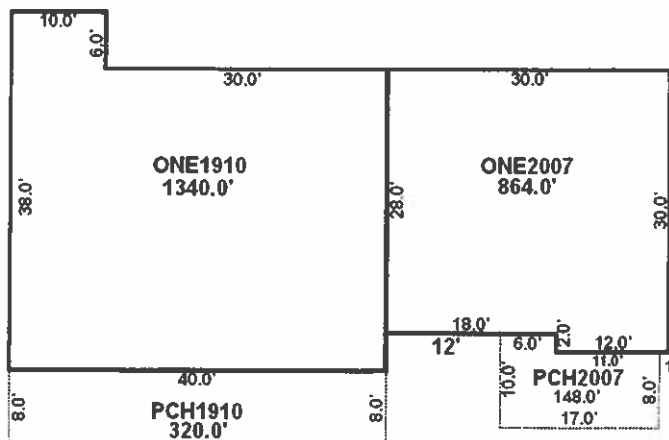
SALE DATE: 10/26/2001
SALE PRICE: \$210,000
ACREAGE: 0.127
LAND VALUE: \$320,760
EXTRA FEATURE VALUE: \$0

Building Info

BATHS: 1.5
BEDROOMS: 3
CONDITION: N/A

EXTERIOR WALLS: 12 RES WOOD
 .
FLOOR FINISH: 09 SOFTWOOD
 N/A
FOUNDATION: 02 CONC BLOCK
HEAT: 10 HEATPUMP
ROOF COVER: 03 COMP SHNGL
 .
ROOF STRUCTURE: 04 HIP
SQUARE FOOTAGE: 2672
YEAR BUILT: 1910
BUILDING VALUE: \$134,899
PARCEL VALUE: \$455,659

Sketches



Photos

2.



Carteret County

Property Data

Parcel Number: 730617110676000

Inquiry Date: 6/14/2023

DISCLAIMER: For confirmation of the number of buildings on each parcel, please contact the Carteret County Tax Office.

Property Info

PARCEL NUMBER: 730617110676000
OWNER: CURRIER, ANNE R
PHYSICAL ADDRESS: 115 BROAD ST
 BEAUFORT
MAILING ADDRESS: 115 BROAD ST
 BEAUFORT NC 28516
LEGAL DESCRIPTION: PART L112 OLD TOWN BEAUFORT
DEED REF: 1001-475
PLAT REFERENCE: -
NEIGHBORHOOD: 590004

SALE DATE: 06/26/2003
SALE PRICE: \$375,000
ACREAGE: 0.114
LAND VALUE: \$276,750
EXTRA FEATURE VALUE: \$1,436

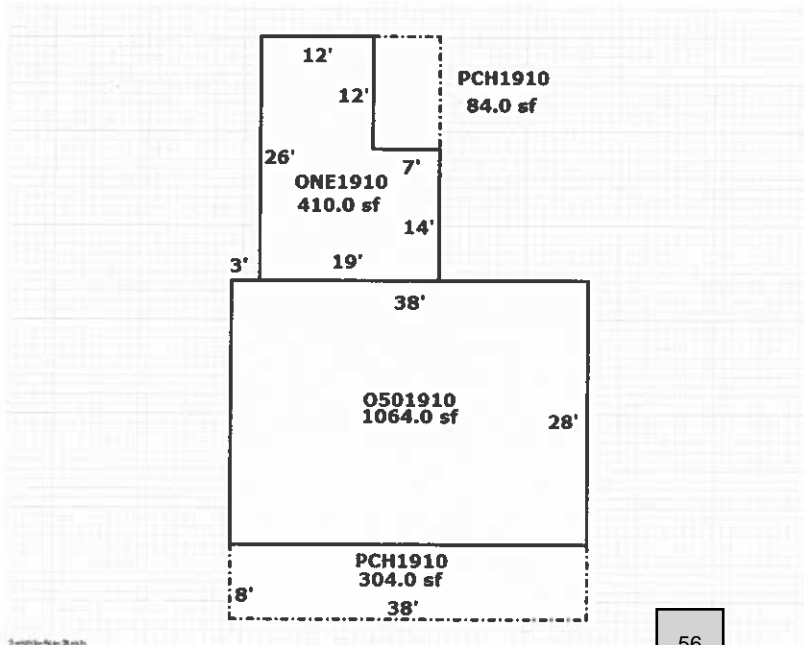
Building Info

BATHS: 2
BEDROOMS: 2
CONDITION: N/A

EXTERIOR WALLS: 12 RES WOOD
 13 WOOD PANEL
FLOOR FINISH: 09 SOFTWOOD
 08 VINYL
FOUNDATION: 01 BRICK
HEAT: 10 HEATPUMP
ROOF COVER: 01 MINIMUM

ROOF STRUCTURE: 03 GABLE
SQUARE FOOTAGE: 1862
YEAR BUILT: 1910
BUILDING VALUE: \$127,040
PARCEL VALUE: \$405,226

Sketches



Photos





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
6:00 P.M. August 1, 2023 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: Staff Comments
SUBJECT: Revised COA Application “Draft”

BRIEF SUMMARY:

At the conclusion of the July meeting the Commission requested that staff revise the existing COA application to include a section requesting the applicant to list the guidelines applicable to their request. (This does not imply that other standards may not be applicable but makes sure the applicant is aware of the appropriate criteria for their request)

As requested, Laurel has submitted the attached revised COA application “draft” that we ask the commission to review the draft and be prepared to make comments/suggestions at meeting.

Once the Commission is satisfied Staff will make the final changes and make sure it is on the Town Website and other needed locations for applicants to have the correct version.

REQUESTED ACTION:

- Discuss the “draft” revised COA Application
- Adopt the “draft” as presented.
- Adopt the “draft” with revisions.
- Table the “draft” for more changes

EXPECTED LENGTH OF PRESENTATION:

0 Minutes (Presentation from Staff)

SUBMITTED BY:

Kyle Garner, AICP Planning Director

**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: _____

Applicant Address: _____

Business Phone: _____ Email/Cell: _____

Property Owner Name: _____

Address of Property: _____

Phone Number: _____ Email/Cell: _____

PROJECT INFORMATION

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

Estimated Cost of Project: \$ _____ Year House Built: _____

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.

OFFICE USE ONLY

Received by: _____

Date: _____

59

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 referenced in the application and 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.