



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, January 04, 2022 - Virtual Via Zoom Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Minutes Approval

- [1.](#) HPC Draft Minutes for 12.07.2021

Administration of Oaths

New Business

- [1.](#) Case 22-01 300 Front Street – Signage
- [2.](#) Case 22-02 111 Moore Street- Windows & Exterior Lighting
- [3.](#) Case 22-03 312 Ann Street- Window Change

Public Comment

Commission / Board Comments

Staff Comments

Adjourn



Town of Beaufort, NC

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**Town of Beaufort Historic Preservation Regular Meeting
6:00 PM Tuesday, December 7, 2021 - Held via Zoom due to the COVID-19 Pandemic
Minutes**

Call to Order

Chair Terwilliger called the December 7, 2021 Historic Preservation Committee regular meeting to order at 6:00pm.

Roll Call

Town Attorney Quattlebaum took roll call and the following members were present for the meeting: Chair Robert Terwilliger, John Stephens, Vice–Chair Joyce McCune, John Flowers, Bradley Cummings, Ian Huckabee, and Laura Chadwick Sicklin. Chair Terwilliger declared a quorum with all seven members present.

Also present for the meeting were Jeremy Ganey, Kyle Garner, Commissioner Marianne Hollingshed, and Board Secretary Laurel Anderson.

Agenda Approval

Chair Terwilliger asked if there were any changes to the Agenda. He pointed out that the title of the submitted agenda listed the Planning Board rather than the Historic Preservation Board and it was agreed that the title would be updated before final submission. The Chair asked for a motion and member Flowers made the motion to approve with Member Cummins seconding. Town Attorney Quattlebaum took a roll call vote that was unanimous.

Minutes Approval

Chair Terwilliger asked for any changes to the Minutes and member Cummins said the minutes from the October 5, 2021 were incorrect as only five members were present. Chair Terwilliger asked for a motion to approve the minutes with the stipulation that the change to five members would be made. Member Flowers made the motion with the stipulation statement and member Stephens seconded. Town Attorney Quattlebaum took a roll call vote to approve the minutes that was unanimous.

Administration of Oaths

Chair Terwilliger then read the Quasi-Judicial statement as follows; this hearing is a quasi-judicial evidentiary hearing. That means it is like a court hearing. State law sets specific procedures and rules concerning how this board must make its decision. The board must base its decision upon competent, relevant and substantial evidence in the record. A quasi-judicial decision is not a popularity contest. It is a decision constrained by the standards in the ordinance and based on the facts presented. All applications for Certificates of Appropriateness must be consistent with the Design Guidelines for the Beaufort Historic

District and Landmarks; however, regardless of compliance with these Design Guidelines, the HPC will not approve a COA that is not congruous with the special nature of the Beaufort Historic District as a whole. If you will be speaking as a witness, please focus on the facts and standards, not personal preference or opinion. Participation is limited. This meeting is open to the public. Everyone is welcome to watch. Parties with standing have rights to participate fully. Parties may present evidence, call witnesses and make legal arguments. Parties are limited to the applicant, the local government and individuals who can show they will suffer special damages. Other individuals may serve as witnesses when called by the board. For certain topics, this board may hear opinion testimony from expert witnesses. Individuals providing expert opinion must be qualified as experts and provide the factual evidence upon which they base their opinion. Witnesses must swear or affirm their testimony. Chair Terwilliger asked that the Oath or Affirmation be administered at this time.

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

New Business

1. Case 21-39, 312 Ann Street – Garage Addition

Chair Terwilliger opened the hearing and asked if anyone was there to speak on this item. Sandra Grotheer stated that she was along with her two builders, Jason Broome and George Aiken. Chair Terwilliger swore Ms. Grotheer and Mr. Broome in by affirmation.

Chair Terwilliger asked Mr. Garner to give a brief overview of the request. Mr. Garner stated that this request is a COA that was originally approved in February of 2021 for 360 square feet and Ms. Grotheer has re-submitted her application to expand to 480 square feet.

Chair Terwilliger asked the board for any questions or comments.

Member Sicklin asked if the three crepe myrtles to be moved would be replanted, and Ms. Grotheer stated that they had already been replanted.

Member McCune stated that she had no questions

Member Cummins then asked about siding and materials and if the wood grain had already been approved as the guidelines specified a smooth grain. Ms. Grotheer said that the wood grain had already been approved with her earlier application. Chair Terwilliger said that the new guidelines state that both wood and smooth grains will be options. Member Cummins stated that

Member Stephens asked for clarification of material samples on page 42 of the COA application. Ms. Grotheer stated that the samples were for the house only.

Member Flowers asked if the original garage had a skylight and Ms. Grotheer stated that there was an existing carport, not a garage, and the skylight was actually a solar tube. Member Flowers then asked the board their opinions about the proposed skylight. Mr. Stephens said that the right elevation shown was typically not allowed.

Hearing no further questions Chair Terwilliger stated that he himself had no objections and the larger addition had the same materials which had already been approved. He said that the skylight issue could be fixed with a flush mount or low profile skylight. Mr. Broome spoke and said that the skylight would be a low profile style and that it would be barely visible from the street.

Chair Terwilliger then asked for motion for a finding of fact and Member Stephens made the following motion, having reviewed the record and having considered all evidence submitted and oral testimony for case #21-39, move that the Commission conclude that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks; Guidelines, 7.1.3, 7.1.4, 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.3.1, 7.3.2, 7.3.3, 7.4.1, 7.4.2, 7.5.1, 7.6.1, 7.6.2, 7.6.3, 8.3.1, 8.3.6, 8.4.1, 8.4.2, 8.4.3.

Board Member McCune made the second. Attorney Quattlebaum took a roll call vote that was unanimous for approval of the Findings of Fact.

Chair Terwilliger then made a motion for approval of the COA based on that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for case #21-39 be issued for the proposed work with the following conditions: that the total square footage of be corrected as 480 and not 408 as specified in the package and that the requestor had agreed to install a low profile skylight/solar tube.

Member Stephens seconded the motion. Attorney Quattlebaum took a roll call vote that was unanimous for approval of the COA.

Chair Terwilliger stated that the matter had been approved and he closed case 21-39.

2. Case 21-40, 308 Ann Street – New Construction of 4582 sq. ft. Single Family Dwelling with a Detached 447 sq. ft. Garage

Chair Terwilliger introduced case 21-40 and asked who was present to give testimony.

Mr. Garner stated that the architect, Sarah Afflerbach and the applicant Scott Davidson would be giving testimony, and asked if there were anyone else to give testimony. Mr. Davidson stated that Jason Broome would be also giving testimony.

Chair Terwilliger then swore in Ms. Afflerbach and affirmed Mr. Davidson.

Chair Terwilliger asked Mr. Garner to give an overview of the project. Mr. Garner stated that the lot had been owned by the First Baptist Church and Mr. Davidson proposed to build a new 4582 sq. ft. single family home with a 447 sq. ft. garage. Mr. Davidson stated that he had tried to create a home which would meld with the community.

Chair Terwilliger then opened the hearing up for questions from the board.

Member Sicklin stated that she originally had questions regarding the brick color and shutters, but had driven around the historic district and had seen the requested color and shutters on other homes in the district. She also questioned the plan notes which showed a T.13 railing. Ms. Afflerbach stated that the plans were incorrect to show an aluminum railing and that it should show a wood railing. Mr. Broome agreed that this was a mistake in the plan notes.

Member McCune asked if the doors shown on the front elevation of the house were a tall window or French doors and if they would be mahogany like the front door. Mr. Davidson stated that they were French doors and that they would be mahogany. Member McCune then asked if the window grilles in the cottage were 4 over 1 rather than 4 over 4 and Ms. Afflerbach clarified that the windows are 4 over 1 but that could be changed if needed.

Member Cummins asked if the metal roof would be hand-seamed and Mr. Broome clarified that the seams would be hand-turned.

Member Stephens asked if the pavers would be the same color as the brick on the house and expressed concern that enough pavers of the correct color could be found. Ms. Afflerbach said that she was confident that the paver color could be sourced to match the same color as the house. Chair Terwilliger said that as an option to move forward with the COA, the paver colors could be approved at a later time.

Member Flowers asked why the shingles, paint colors, and windows were different on the cottage and house, and Mr. Davidson explained that he was trying to give more character to the cottage to fit in with the area. Member Flowers then requested clarification on the window

grilles and window tint. Mr. Broome explained that the windows would have 3/4" grilles and Mr. Davidson said that the tint would be as clear as possible.

Chair Terwilliger then asked if permeability requirements were met with the large size of the house and amount of pavers, and Ms. Afflerbach responded that the permeability was at 42%.

Member Cummins asked for more specific details on the railings.

Hearing no further questions, Chair Terwilliger noted that the board had had many questions about the brick and paver colors, windows, and railings, and that the board may stipulate that more details may be requested at a later time.

Chair Terwilliger then asked the public gallery if there were any questions or comments, and Marianna Hollingshed recommended approval of the approval.

Chair Terwilliger then asked for a finding of fact and Member Stephens made the following motion, having reviewed the record and having considered all evidence submitted and oral testimony for case #21-40, move that the Commission conclude that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks; Guidelines, 7.1.1, 7.1.2, 7.1.3, 7.1.4, 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.3.1, 7.3.2, 7.3.3, 7.4.1, 7.4.2, 7.5.1, 7.6.1, 7.6.2, 7.6.3, 7.7.1, 8.5.1, 8.5.2, 8.5.3, 8.5.4, 8.5.7 (with a stipulation that the paver colors be submitted at a later time), 8.3.1, 8.3.6, 8.4.1, 8.4.2, 8.4.3, 8.1.8, 8.1.5, 8.1.7, 8.1.8. Board Member Flowers made the second. Attorney Quattlebaum took a roll call vote that was unanimous for approval of the Findings of Fact.

Chair Terwilliger then made a motion for approval of the COA based on that the proposed project is not incongruous with the special character of the historic district as a whole and that at Certificate of Appropriateness for case #21-40 be issued for the proposed work with the following stipulations: that the paver colors and railing material be submitted at a later time for approval. Member McCune seconded the motion. Attorney Quattlebaum took a roll call vote that was unanimous for approval of the COA with the two stipulations.

Chair Terwilliger stated that the matter had been approved with the two stipulations and he closed case 21-40.

Chair Terwilliger then closed discussion on case 21-40.

3. 2022 Beaufort Historic Preservation Commission Meeting and Submittal Calendar

Chair Terwilliger opened discussion regarding the submitted 2022 meeting and submittal calendar. There being no discussion he asked for a motion to approve, and member Flowers made the motion with member Cummins seconding.

Attorney Quattlebaum took a roll call vote that was unanimous for approval of the 2022 meeting and submittal calendar.

Public Comment

Commissioner Hollinshed asked the builders to ensure all trash is kept in dumpsters on the jobsites in the area.

Commission / Board Comments

Chair Terwilliger opened board comments and gave notice of his resignation from the Historic Preservation Commission and the Board of Adjustment as of December 8, 2021. He will be focusing on the Beaufort Board of Commissioners position. All members stated their thanks and best wishes to the Chair. Mr. Flowers then asked the status of the non-approved windows at 120 Moore St. Mr. Ganey responded that the windows have been ordered and Mr. Flowers responded that he understands the delay in obtaining

materials. Mr. Flowers then asked about the status of the 310 Ann St date brick, and Mr. Garner responded that a certificate of occupancy will not be issued without the date brick.

Member Stephens asked about the temporary fence at the site of the old Spouter Inn restaurant, and what needs to be done to bring the fence into compliance. Mr. Garner said he would answer the question in staff comments.

There were no other comments.

Staff Comments

Mr. Garner stated that the staff will be meeting with Attorney Quattlebaum regarding the fence and other compliance issues, and they will bring their findings to the board at a later date. Mr. Garner also informed the board that the certified local government status (CLG) has been submitted and should be approved. He also asked that the board go back to live meetings as soon as possible.

Mr. Ganey stated that he would be sending an email to the board regarding any upcoming enforcement actions.

Staff had no further comments.

Adjourn

Chair Terwilliger asked for a motion to adjourn the meeting. Member Stephens made the motion and Member Flowers made the second. Attorney Quattlebaum took a roll call vote that was unanimous.

Robert Terwilliger, Chair

Laurel Anderson, Board Secretary



Town of Beaufort, NC

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**Town of Beaufort Historic Preservation Commission Regular Meeting
6:00 PM Tuesday, January 5, 2022 – Via Zoom**

AGENDA CATEGORY: New Business
SUBJECT: Case 22-01 300 Front Street – Signage

BRIEF SUMMARY:

Hanging Signage = 12.13 sq. ft., Attached Signage on East Side of Building = 16 sq. ft. & Above entrance = 2.5 sq. ft. Total = 30.63 sq. ft.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, Planning Director
Date: December 15, 2021
Case No.: 22-01

Request: Hanging Signage = 12.13 sq. ft., Attached Signage on East Side of Building = 16 sq. ft. & Above entrance = 2.5 sq. ft. Total = 30.63 sq. ft.

Applicant: Elizabeth Koff
 805 Broad Street
 Beaufort, North Carolina 28516

Property Information:

Owner: John Warrington
Location: 300 Front Street
PIN: 730617008242000

Project Information:

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

In July 2017 there was a 6.94 square foot projecting sign on an existing projecting sign frame. The former sign was made of aluminum and was 40 inches wide by 25 inches tall. This was also the same size, as a sign that was approved for a COA in June 2016 at this location. This property has 85 feet of street frontage which would permit up to 170 square feet of total signage per the Land Development Ordinance (LDO).

In August of 2021 the Commission Approved a COA for a 10.5 sq. ft. sign for Front Street – Stillwater.

In May of 2021 the Commission Approved a COA for a 7.36 sq. ft. hanging sign for this location for Spouter’s.

Material: Composite – Per Application.

Color: See Attached Photos

Attachments:

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

Guidelines:

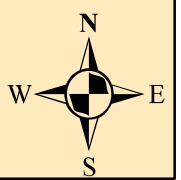
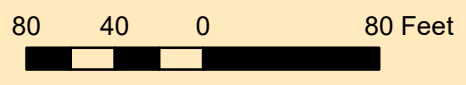
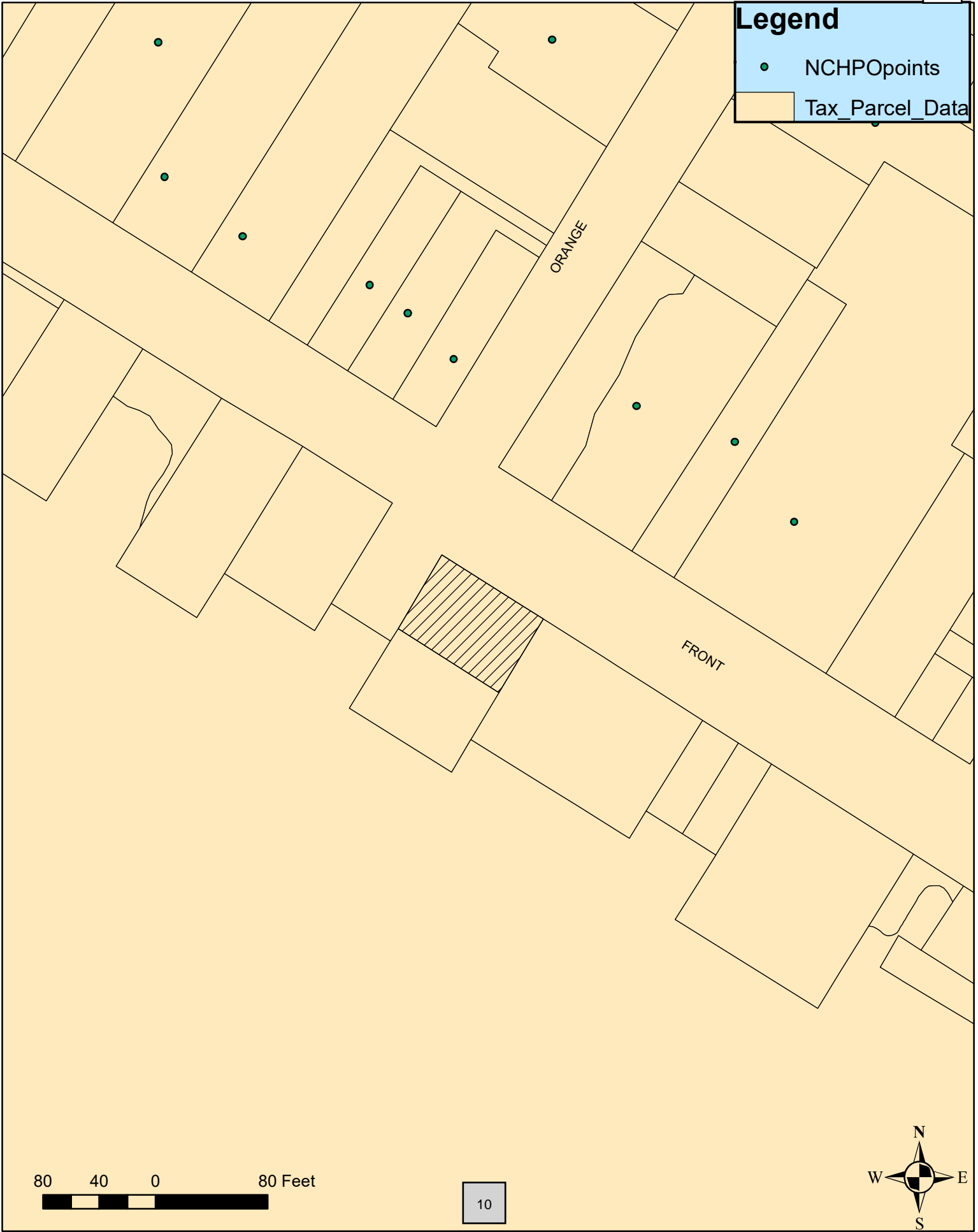
Signage Guidelines (pg. 119):

- 8.6.1. Use traditional materials found in the district, such as wood and metal for new signage. Substitute materials that have the appearance of wood are allowed. Plastic signs, flashing signs, or portable mobile signs, except those listed in item 9, are not allowed in the historic district. Interior neon signs larger than 10” by 18” that are located within five (5) feet of a window or glass door on an exterior wall and are so placed as to be seen from the outside are not allowed. INTERNAL GLASS MOUNTED SIGNS ARE NOT SUBJECT TO BHPC REVIEW.
- 8.6.2. Place signs so that they do not visually overwhelm the building or streetscape or damage or obscure character defining architectural details. Recognize that maximum signage allowances granted by the Beaufort Zoning Ordinance may be inappropriate in the context of the building or site under review.
- 8.6.3. 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.

BHPC Case 22-01 - Signage - 300 Front Street

Legend

- NCHPOpoints
- Tax_Parcel_Data



OWNER	MAIL_H	MAIL_ST	MAIL_CITY	MAIL_ADD1	MAIL_ADD2
ASCENCIOS,LAUREN ET VIR JULIO	305	FRONT STREET	BEAUFORT	NC	28516
FOUR SEAS INVESTMENTS			BEAUFORT	NC	28516 PO BOX 906
HARROLD,DENNIS B ET UX ALICE T	301	FRONT STREET	BEAUFORT	NC	28516
J 218 LLC			ROCKY MOUNT	NC	4011 27802 PO BOX K
REDHAGE,SHARON H ET AL HORTON	900	ST. ANDREWS ST	TARBORO	NC	27886
STATE OF NORTH CAROLINA	1321	MAIL SERVICE CENTER	RALEIGH	NC	1321 27699
WARRINGTON,JOHN ET UX SONDA	300	FRONT 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 **\$50.00 application fee** and return to the Beaufort Town Hall; 701 Front Street or P.O. Box 390, Beaufort, N.C. 28516. Incomplete applications will not be processed and **will be** returned to the applicant. Please contact Town Hall at 252-728-2142 if there are any questions.

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Elizabeth Kopf / Dustin Lewis

Applicant Address: 805 Broad St. - Mailing 300 Front St. Units 1&2 ^{Signage} ~~Signage~~ _{Request.}

Business Phone: 252-728-7446 Email/Cell: Frontstreettaco@gmail.com

Property Owner Name: John Warrington

Address of Property: 300 Front Street Units 1&2

Phone Number: 252-723-8888 Email/Cell: John@BeaufortyachtSales.com
Betsy@BeaufortyachtSales.com

PROJECT INFORMATION

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

Exterior Signage - Sign on side of Building - Sign over Front door - Sign on existing Bracket on front facade. 300 Front street.

Estimated Cost of Project: \$ 2500.00 Year House Built: N/A

[Signature] 12/12/21
Applicant Signature Date

[Signature] 12/13/2021
Property Owner Signature (if different than above) JAS Date

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

OFFICE USE ONLY

Received by: _____ Reviewed for Completeness: _____

Date: _____ Date Deemed Completed and Accepted: _____

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

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

1. Items required for ALL projects:

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

2. Items required as applicable to project:

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

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

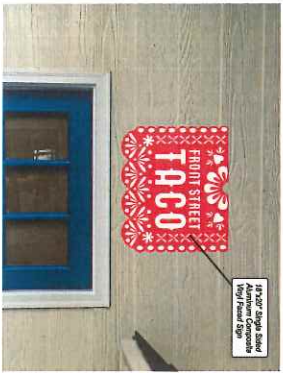
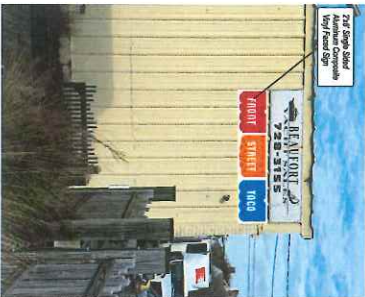
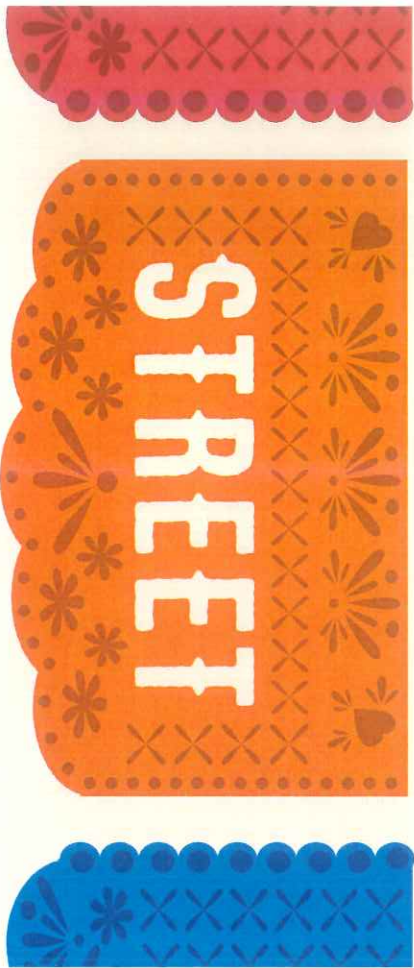
- A drawing or true likeness of the new sign indicating the dimensions of the sign (and any supporting post or hanging apparatus if applicable). The lettering style and colors of the sign should also be on the drawing or likeness.
- A paint sample/color swatch of all color(s) to be used both on the sign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

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

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

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

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



Front Street Taco Sign Materials To Be Used

Aluminum Composite Board – Vinyl Faced.

Sign to be manufactured by Neal at CCBS Sign Shop in Beaufort.



Town of Beaufort, NC

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**Town of Beaufort Historic Preservation Commission Regular Meeting
6:00 PM Tuesday, January 4, 2022 – Via Zoom**

AGENDA CATEGORY: New Business
SUBJECT: Case 22-02 111 Moore Street- Windows & Exterior Lighting

BRIEF SUMMARY:

The applicant is requesting to Install Anderson Series 100 windows than the previously approved Anderson Series 400 windows in October of 2021. And new exterior lighting.

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: December 20, 2021
Case No. 22-02

Request: Install Anderson Series 100 windows than the previously approved Anderson Series 400 windows in October of 2021. And new exterior lighting
Applicant Danny Allen
 6114 Dodson’s Crossroad’s
 Hillsborough, NC 27278

Property Information:

Owners: Same
Location: 111 Moore Street
Parcel Id # 730617005991000

Project Information:

The 400 series windows were originally included and approved in October of 2021 as part of Mr. Allen’s COA request. The exterior lighting was not included and Mr. Allen has now submitted the exterior light he would like to be used.

Proposed Work:

Install Anderson Series 100 windows than the previously approved Anderson Series 400 windows in October of 2021. And new exterior lighting

Material:

- See Attached Exhibit for Details

Color:

- See Attached Exhibit from Applicant for Details

Attachments:

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

Window and Door Guidelines

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

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

Exterior Lighting Guidelines

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

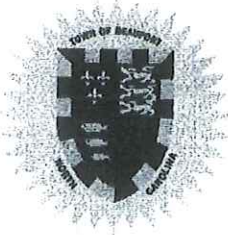
8.4.2. Choose lighting sources that generate a soft white light instead of a more intensive yellow or orange light. Metal halide bulbs will achieve the desired effect instead of sodium vapor or fluorescent light sources.

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



<u>OWNER</u>	<u>MAIL_HOU:</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>L_S</u>	<u>MAIL_ZI</u>	<u>MAIL_ZI:</u>	<u>MAIL_ADD2</u>
ADAMS,JUDITH E ETVIR ETAL			BEAUFORT	NC	28516		PO BOX 1057
ALLEN,DANNY C	6114	DODSONS CROSSROADS	HILLSBOROUGH	NC	27278		
BEACON STREET BRADLEY LLC	3126	SUSSEX RD	RALEIGH	NC	27607		
HUBBEL,JOHNNIE BRITT ETVIR	112	MOORE STREET	BEAUFORT	NC	28516		
MOORE,NANCY WASHINGTON	113	MOORE STREET	BEAUFORT	NC	2128	28516	
ODOM,KELLY ETVIR BRIAN ENGLISH	2640	DAVIS STREET	RALEIGH	NC	2030	27608	
POST,CHARLOTTE	108	MOORE STREET	BEAUFORT	NC	28516		
RAJKOVICH LVG TR DT 09/09/1999	110	MOORE STREET	BEAUFORT	NC	28516		
WELBORN,DARRELL ETUX PAT LYNN	3903	PAYNE ROAD	HIGH POINT	NC	27265		

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



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APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: DANNY ALLEN

Applicant Address: 6114 DODSON CROSSROADS

Business Phone: 919-606-5803 Email/Cell: dca244@bellsouth.net

Property Owner Name: DANNY ALLEN

Address of Property: 111 MOORE ST. BEAUFORT

Phone Number: 919-606-5803 Email/Cell: dca244@bellsouth.net

PROJECT INFORMATION

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

I WOULD LIKE TO USE THE ANDERSON 100 WINDOWS IN MY HOUSE INSTEAD OF THE ANDERSON 400. A LOCAL BEAUFORT BUILDER TOLD ME THEY WERE MADE OF FIBREX INSTEAD OF VINYL WHICH IS 2X STRONGER AND 12X THICKER THAN VINYL, I AM ALSO INCLUDING INFO ON THE OUTDOOR LIGHTING FOR MY HOUSE.

Estimated Cost of Project: \$ 6,557.40 Year House Built: _____

Danny Allen Applicant Signature Date 12-13-2021

Danny Allen Property Owner Signature (if different than above) Date 12-13-2021

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

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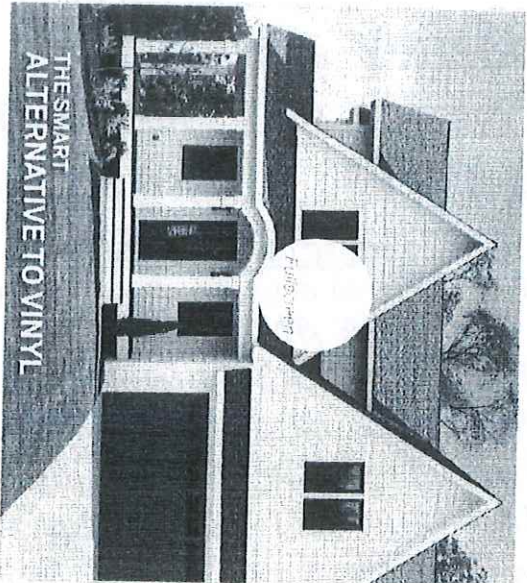
Reviewed for Completeness: _____

Date: _____

Date Deemed Completed and Accepted: _____



100 SERIES
WINDOWS & DOORS



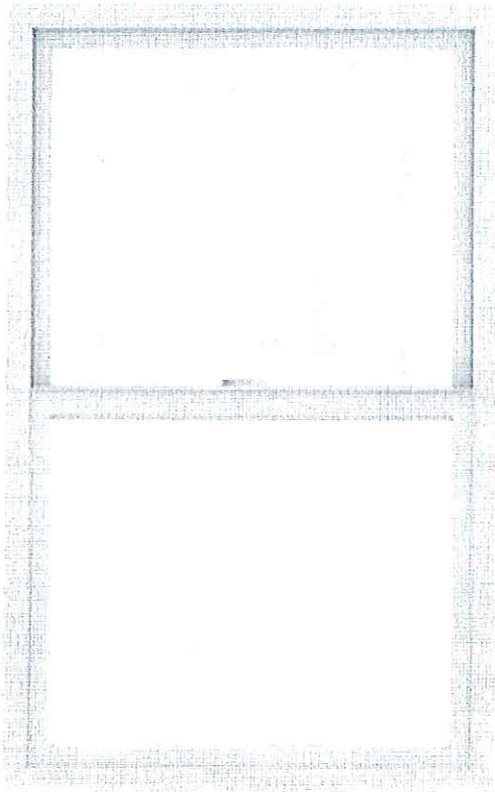
2019-20 PRODUCT GUIDE FOR PROFESSIONALS

100 Series Product Guide For Professionals

Created for trade professionals, product guides provide high-level overviews of the features and options available with each Andersen® product series. Additionally, they include detailed information on the construction of each type of 100 Series window and door, along with sizing charts and section details. Product performance data is also included.

DOWNLOAD

VIEW PRODUCT GUIDE



Interior Exterior

100 SERIES

SINGLE-HUNG WINDOW

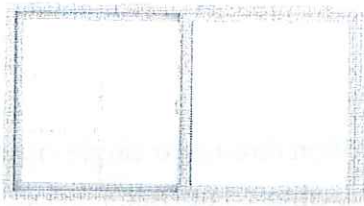
★★★★ 3.8 (17)

100 Series single-hung windows allow ventilation through a single operable lower sash that slides up and down. Made with our sustainable composite Fibrex® material, it's our budget-friendly single-hung window.

- Made with our sustainable composite Fibrex® material which is twice as strong as vinyl
- Clean corners for a refined look
- Standard sizes up to 4' wide and 7'6" high. Custom sizes available.

Need help? Find an Andersen Certified Contractor in your area.

100 SERIES SINGLE-HUNG WINDOW



Interior



Exterior

Summary

Product ID#	100SHS2646
Unit Width	29 1/2"
Unit Height	53 1/2"
Interior Color	White
Glass	Low-E Glass
Hardware	Standard Lock and Keeper, White
Grille Pattern	Short Fractional

Quote #: 1523001

Print Date: 11/6/2021 9:57:20 AM UTC

All Images Viewed from Exterior

Page 4 of 5



Item	Qty	Operation	Location	Unit Price	Ext. Price
800	1	Fixed/Active	2ND FLOOR	\$470.39	\$470.39

RO Size = 30" x 60"

Unit Size = 29 1/2" x 59 1/2"

100SHS2650, Unit, 100 Series Single-Hung, Equal Sash, 1 3/8" Setback, White Exterior Frame, White Exterior Sash/Panel, w/White Interior Frame, w/White Interior Sash/Panel, Fixed/Active, Dual Pane Low-E SmartSun Standard Argon Fill Stainless Glass / Grille Spacer, Auto Lock, Andersen 100 Series, 1 Sash Locks White, White Factory Applied Window Opening Control Device, White, Half Screen, Fiberglass

Insect Screen 1: 100 Series Single-Hung, 100SHS2650 Half Screen Fiberglass White

Unit #	U-Factor	SHGC	Clear Opening/Unit #	Width	Height	Area (Sq. Ft)	Comments:
A1	0.29	0.21	A1	26.0000	26.0625	4.70000	

SUB-TOTAL:	\$6,142.76
FREIGHT:	\$0.00
LABOR:	\$0.00
TAX:	\$414.64
TOTAL:	\$6,557.40

CUSTOMER SIGNATURE _____

DATE _____

* All graphics as viewed from the exterior. ** Rough opening dimensions are minimums and may need to be increased to allow for use of building wraps or flashings or sill panning or brackets or fasteners or other items.

Thank you for choosing Andersen Windows & Doors

Quote #: 1523001

Print Date: 11/6/2021 9:57:20 AM UTC

All Images Viewed from Exterior

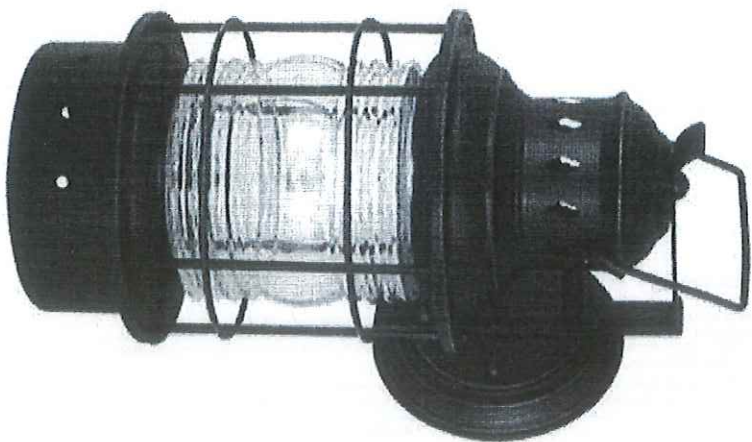
Page 5 of 5

Shop by Type Lighting & Electrical Lighting Fixtures Outdoor Wall Mount

HOUSE OF ANTIQUE HARDWARE

www.HouseofAntiqueHardware.com (888) 223-2545 9:00 am - 8:30 pm M-F, Eastern

HYANNIS 8" OUTDOOR WALL SCNCE



Pictured in Burnished Bronze

Finishes

- Burnished Bronze
- Textured Black

Features

- Durable Steel Construction
- Available in 2 Finishes
- Inspired by Traditional Design
- One Medium-Base Socket Rated for 100W
- CUL Listed for Wet Locations

Details

Style Colonial
 Item Sold As Fixture With Shade Included
 Included Hardware All Necessary Mounting Accessories
 Usually Ships In 2 to 3 Business Days [More info >](#)
 Warranty 5 Year Warranty

[1 Review](#) [Write a Review](#)

100% of respondents would recommend this to a friend

Finishes: Burnished Bronze
 Item #: RS-03VX-OW37081BBZ

[Free Ground Shipping](#)

Price: \$174.90



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, January 4, 2021 – Via Zoom**

AGENDA CATEGORY: New Business
SUBJECT: Case 22-03 312 Ann Street- Window Change

BRIEF SUMMARY:

In February of 2021 a COA was approved for new construction at 312 Ann Street. As part of the original application Anderson 400 series windows were included in the materials and were approved. Now the owner would like to submit a change in the windows from 400 series to 100 series Anderson windows.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, Planning Director
Date: December 17, 2021
Case No. 22-03

Request: Exchange previously approved Anderson 400 series windows to 4 over 1 Anderson 100 series windows per application

Applicant Sandra F. Grotheer

Property Information:

Owners: Sandra F. Grotheer
 Location: 312 Ann Street
 Parcel Id #: 730617104662000

Project Information:

The 400 series windows were originally included and approved in February of 2021 as part of Ms. Grotheer’s COA request.

Proposed Work:

- Exchange previously approved Anderson 400 series windows to Anderson 100 series windows.

Material:

- See Attached Exhibit for Details

Color:

- See Attached Exhibit from Applicant for Details

Attachments:

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

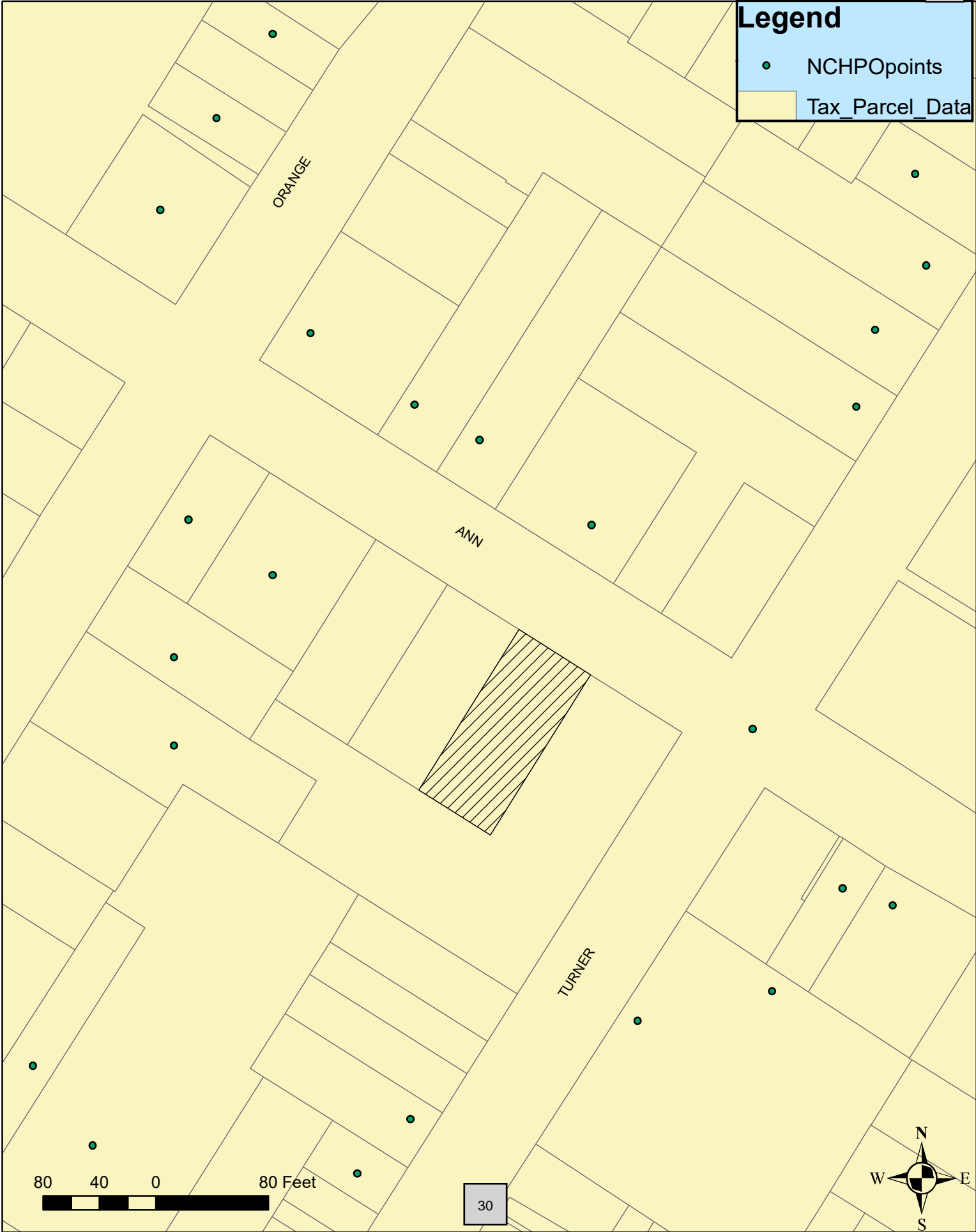
Window and Door Guidelines

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

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

Legend

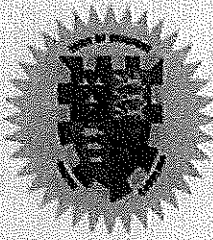
- NCHPOpoints
- Tax_Parcel_Data



<u>OWNER</u>	<u>MAIL_HOU</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>IL</u>	<u>ST</u>	<u>MAIL_Z</u>	<u>MAIL_ZI5</u>
COLLINS,RICHARD A JR	2533	LAUREL CHERRY STREET	RALEIGH	NC		27612	
FIRST BAPTIST CHURCH BEAUFORT	403	ANN STREET	BEAUFORT	NC		28516	
GROTHER,SANDRA F	125	WHIMBREL WAY	BEAUFORT	NC		28516	
HARRIS,STEPHEN W JR ETUX MARGE	2816	CHELSEA CIRCLE	DURHAM	NC		27707	
HUCKABEE,IAN DOUGLAS ETUX TRAC	313	ANN STREET	BEAUFORT	NC	2105	28516	
TAYLOR,NELSON W III ETUX PATRI	311	ANN ST	BEAUFORT	NC		28516	

i

CERTIFICATE OF APPROPRIATENESS APPLICATION FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT



Instructions:

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

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Sandra F. Grotheer

Applicant Address: 125 Whimbrel Way Beaufort NC 28516

Business Phone: (517) 789 5553 Email/Cell: sg1843@att.com / (517) 789 5553

Property Owner Name: Sandra F. Grotheer

Address of Property: 312 Ann St Beaufort NC 28516

Phone Number: (517) 789 5553 Email/Cell: sg1843@att.com / (517) 789 5553

PROJECT INFORMATION

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

Request to modify approved CoA Case No. 21-05:
Please see attached original CoA Application for 312 Ann St.
The request is to modify the window type on this project. The windows in the original application were Andersen 400 Series.
Except where noted, we request to change to Andersen 100 Series Environmentally Smart window with 4 over 1 interior and exterior fixed grills.
Stairwell: Andersen 100 Series Environmentally Smart window with interior and exterior fixed grills per plan.
1st floor bath: Andersen 100 Series Environmentally Smart window with interior and exterior fixed grills per plan.
Color: All windows are white

Estimated Cost of Project: \$ 640,000 Year House Built: 2021

Sandra F. Grotheer 12-13-2021
Applicant Signature Date

Property Owner Signature (if different than above) Date

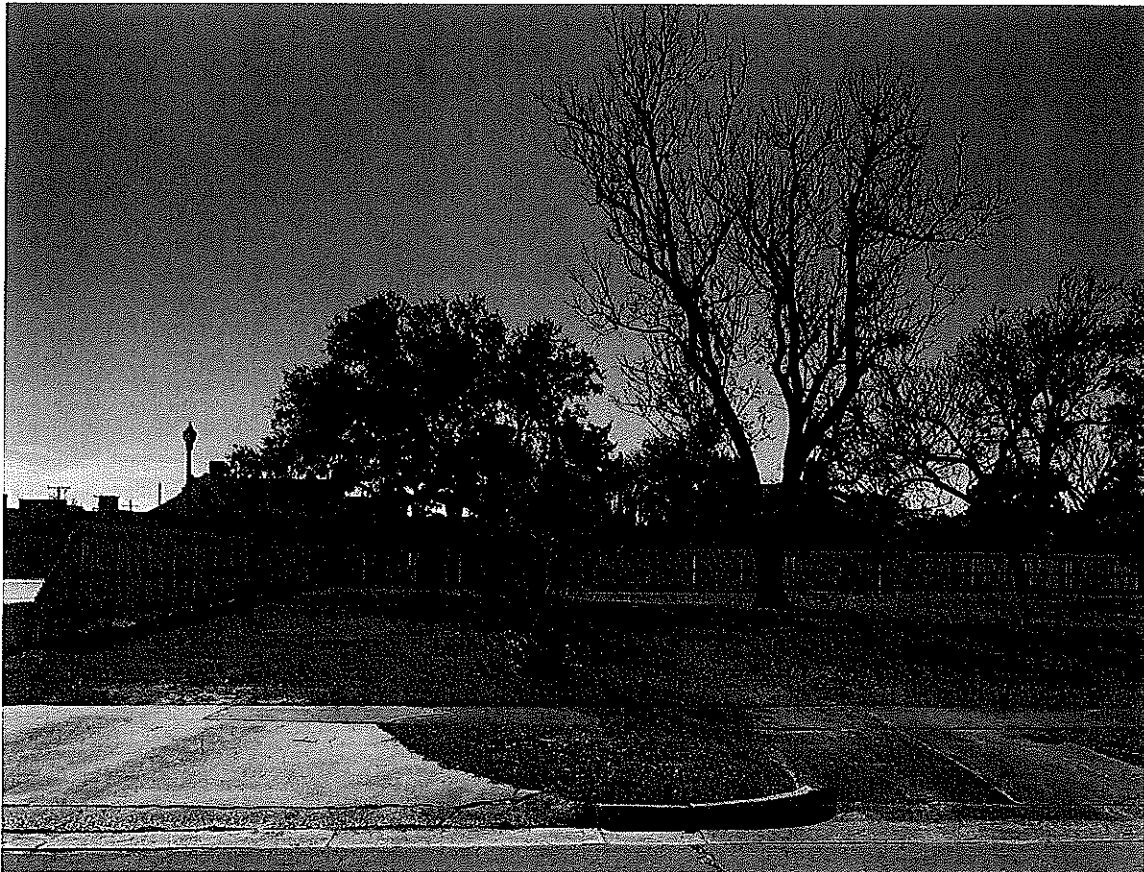
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Received by: _____ Reviewed for Completeness: _____
Date: _____ Date Deemed Completed and Accepted: _____

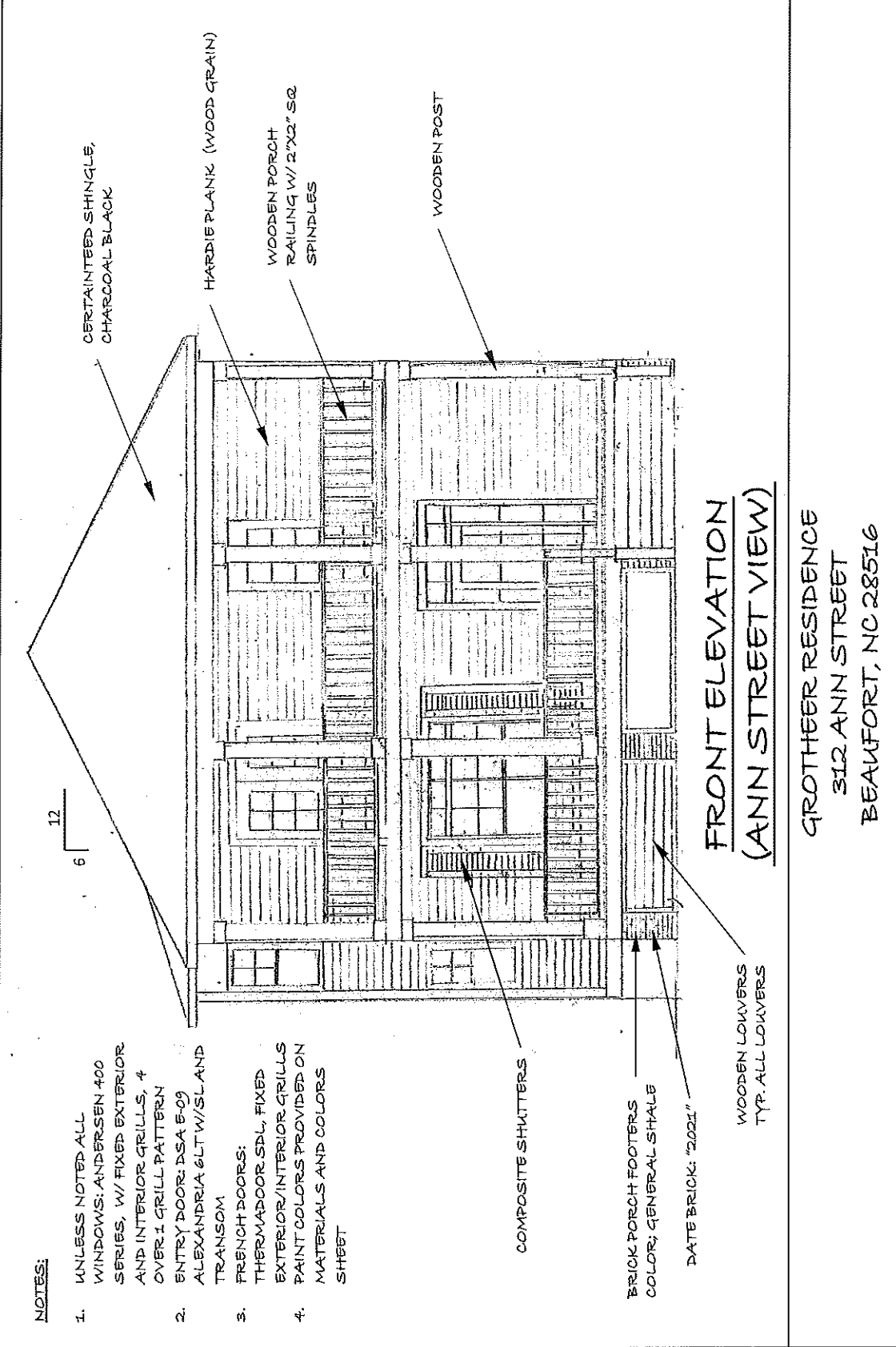
Original
Application

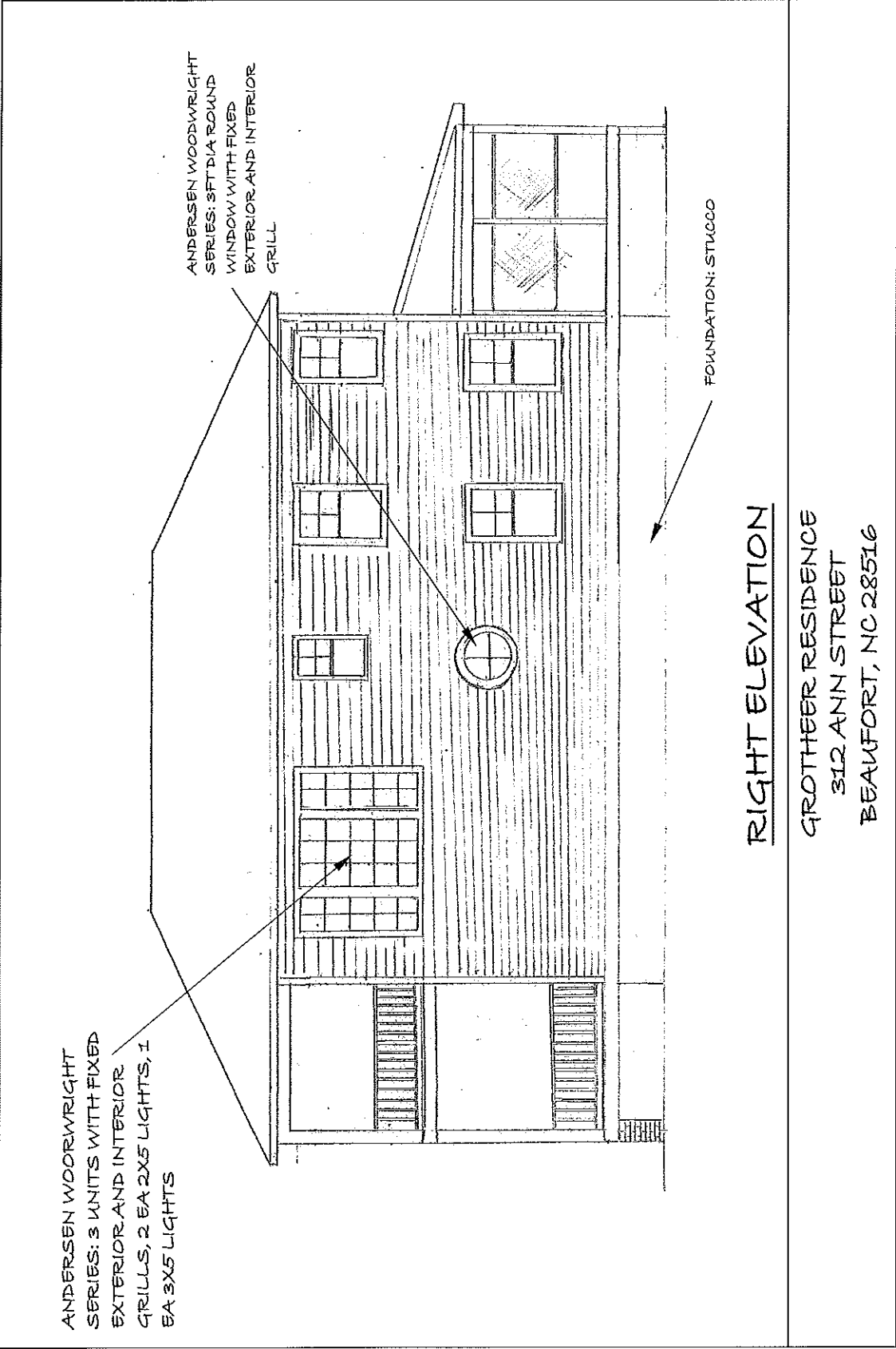
**Application for a
CERTIFICATE OF APPROPRIATENESS
312 Ann Street**



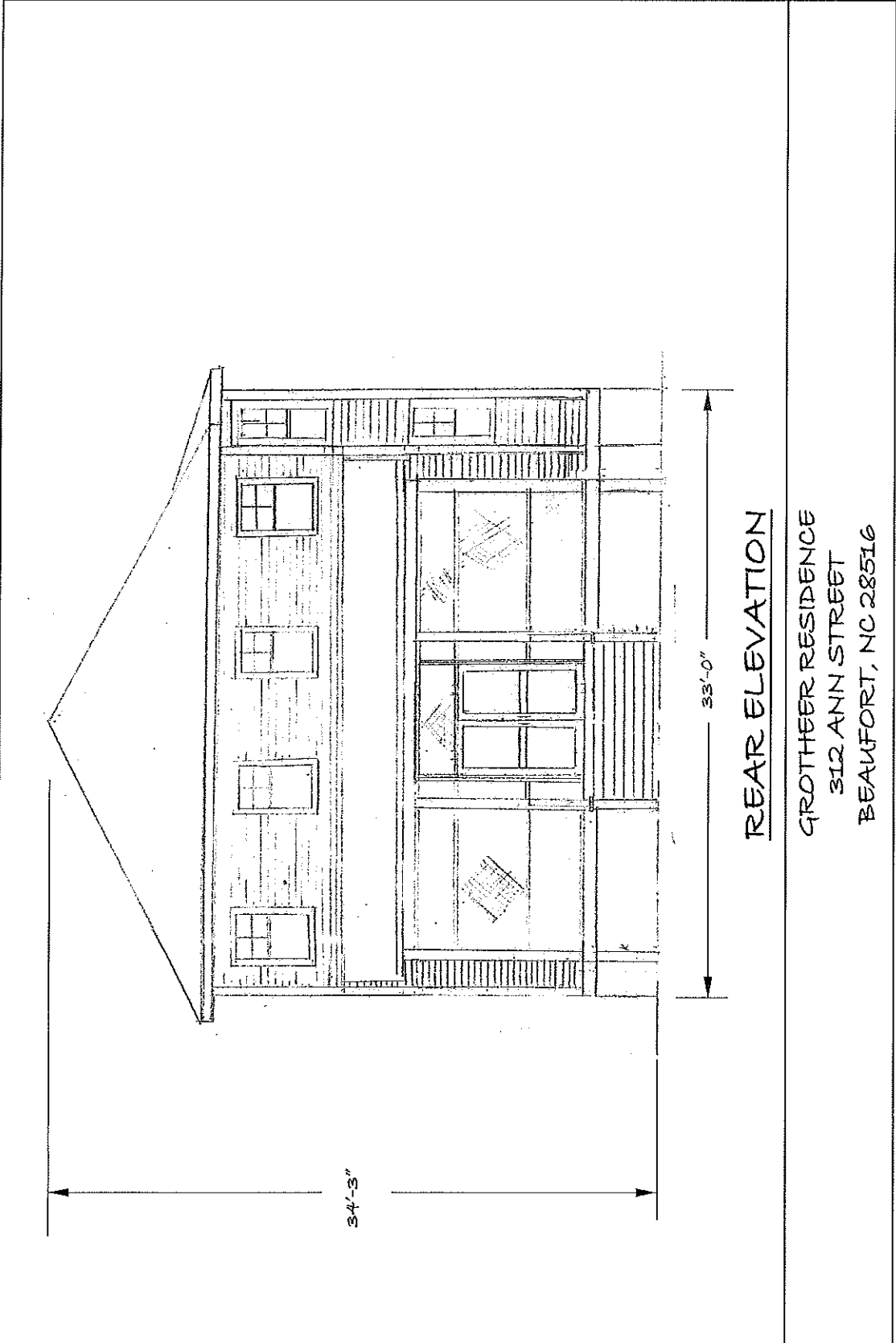
Applicant: Sandra F. Grotheer
Designer: Pat Smith
Builder: Jerry Lawrence General Contractor Inc.

House Plans/Elevations



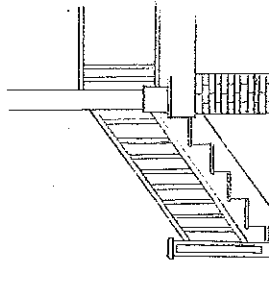
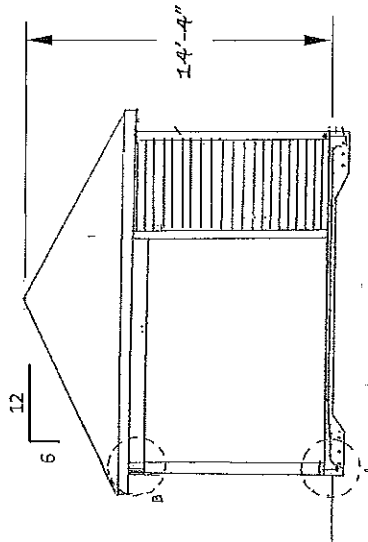
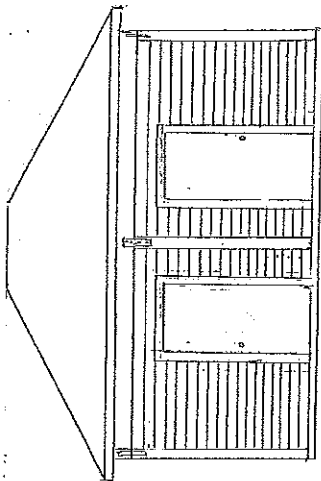






NOTES:

1. CARPORT FOOTPRINT: 16'W X 20'D
2. CARPORT ROOF TO MATCH HOUSE:
3. CERTAINTED CHARCOAL BLACK CARPORT SIDING TO MATCH HOUSE: HARDIE PLANK (WOOD GRAIN)
4. CARPORT COLORS AND TRIM TO MATCH HOUSE: SEE MATERIALS AND COLORS
5. FRONT STEPS MATERIALS AND COLORS TO MATCH HOUSE



CARPORT AND STEP DETAILS

GROTHER RESIDENCE
 312 ANN STREET
 BEAUFORT, NC 28516

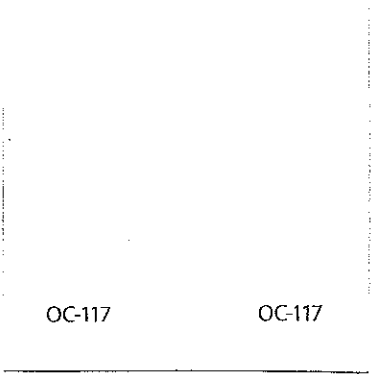
Materials and Colors

Material and Colors

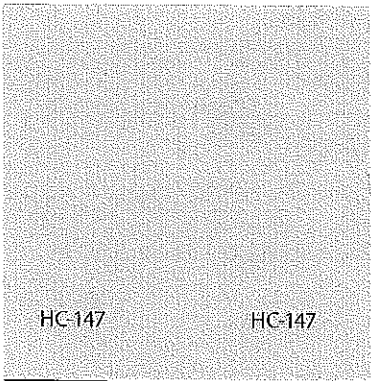
- Siding: Hardie Plank, (Wood grain): Painted with Benjamin Moore OC-117, Simply White
- Trim: Color - Benjamin Moore OC-117, Simply White
- Roof: CertainTeed Shingle: Color - Charcoal Black
- Foundation: Stucco color: Painted with Benjamin Moore OC-117, Simply White
Brick Porch Footers: General Shale – Silas Lucas Brick
- Windows: Except as noted below: Andersen 400 Series with Fixed Exterior and Interior Grills, “4 over 1”
Stairwell - Andersen 400 Series with Fixed Exterior and Interior Grills, See Elevations for Grill Pattern
1st Floor Bathroom – 3’ Diameter Andersen 400 Series with Fixed Exterior and Interior Grills, See Elevations for Grill Pattern
Front Porch - Andersen 400 Series with Fixed Exterior and Interior Grills. Transoms above to match Front Door. See Elevation for Grill Pattern
Color: All Windows - White
- Shutters: Louvered with working hardware: Painted with Sherman Williams SW-2809, Rookwood Shutter Green
- Ext. Doors: Front Door - DSA E-09 Alexandria 6LT, Single door with side lights and transom. Color – Mahogany, Specification sheet attached
2nd Floor Front Porch Doors: Thermadour with Exterior and Interior Grills to match other exterior doors, See Elevation for Grill Pattern, Color - White
- Columns: Wooden box beam covered with PVC trim, color: Benjamin Moore, OC-117, Simply White
- Porch Ceiling: 1 X 6 Bead board painted with Benjamin Moore HC-147, Woodlawn Blue
- Porch Surface: Trex Porch Decking: Color - Pebble Gray
- Exterior Lights: Saint James Lighting, Model: Magnolia, Copper Wallmount, Electric

Materials and Colors: Paint Samples

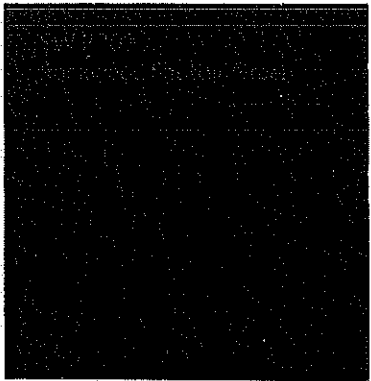
Color for Siding, Trim, Porch Columns and Railings
Benjamin Moore OC-117, Simply White



Color for Porch Ceilings
Benjamin Moore HC-147, Woodlawn Blue



Color for Louvered Shutters
Sherman Williams SW-2809, Rookwood Shutter Green



Materials and Colors: Example Pictures

Shutter Color
Sherman Williams Rookwood Shutter Green

Exterior Paint Color
Benjamin Moore Simply White

Shutter Style Louver

Brick Foundation
General Shale - Silas Lucas

Porch Ceiling Color
Benjamin Moore Woodlawn Blue

Hardie Plank Exterior Siding
to be painted Ben Moore Simply White

Exterior Decorative Light
Electric

Trex Porch Decking
Pebble Gray

Shingles
Charcoal Black

Entrance Door

Materials and Colors: Front Door Detail

14" 36" 10" 10"

© PLAN COPYRIGHT DSA

DOOR GENERAL SPECIFICATIONS	DATE :	07/05/2021	*ESE
E-09 ALEXANDRIA 6LT	PO # :		
0/10 X 3/0 X 0/10 X 6/8 SQ TOP SINGLE W	VENDOR # :		
SL & TRANSOM	DSA ORDER # :		
CLASS TYPE: CLEARIG LOW E	CUSTOMER :	SAFRITS	
	SALES PERSON :	GLEN KING	

Order will be processed per this drawing.
 Note all changes on this drawing before approval.
 *REVISION FEE MAY APPLY FOR CHANGES MADE AFTER SIGNED APPROVAL.
 *SIGN & DATE HERE:

DSA
 MASTER CRAFTED DOORS

PHONE: 919-781-3200 FAX: 919-781-2380

Materials and Colors: Window Detail



Andersen 400 Series SDL with Fixed Exterior "4 over 1" Grills

Notes:

1. "4 over 1" style windows shown above will be used except as noted on elevations.
2. Elliptical window shown above has same "divided light" pattern as 3 foot diameter round window shown on Right Elevation. Round window trim will match simple flat trim style shown on rectangular windows
3. Picture windows in stairwell will be same Andersen series but non-opening with full height exterior grills as noted on elevations. Trim will be as shown above.