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, March 02, 2021 - Held Virtually due to the COVID-19 Pandemic
Monthly Meeting

Call to Order

Roll Call

Agenda Approval

1. Agenda Approval for the March 2, 2021 Meeting

Minutes Approval

1. Minutes Approval:
   1) January 5, 2021 Meeting
   2) February 2, 2021 Meeting

Administration of Oaths

1. 1) Documents Used for Consideration/Deliberation (see attached list)
   2)Quasi-Judicial Statement
   3)Swearing/Affirming of Staff and Witnesses

Old Business

1. Case # 20-28 218 Front St - Revised

New Business

1. Case # 20-17 204 Turner Street - Demolition
2. Case # 21-01 105 Front Street – Elevation of Existing Structure & Renovations.
3. Case 21-05 312 Ann Street- New Construction
4. Case 21-06 120 Moore Street – Accessory Structure
5. Case 21-07 109 Broad Street – Rear Enclosure
6. Case 21-08 301 Front Street – Deck over existing maintenance area.

7. Case 21-09 113 Front Street – Exterior Renovations
8. Case 21-10 620 Front Street – Addition to Existing Ticket Booth

Public Comment

Commission / Board Comments

Staff Comments

Adjourn

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

Town of Beaufort Historic Preservation Regular Meeting
6:00 PM Tuesday, January 05, 2021 - Held via Zoom due to the COVID-19 Pandemic
Minutes

Call to Order

Chair Terwilliger called the January 5, 2021 Historic Preservation Commission meeting to order.

Roll Call

Chair Terwilliger asked Secretary Winn to call the roll. Present for the meeting were, Robert Terwilliger, Joyce McCune, Heather Poling and John Stephens. Secretary Winn stated that there was a quorum.

Laura Sicklin and Janet Woodward contacted staff to let them know that they would not be available for this meeting. James Taylor was not present.

Also present for the meeting were Kyle Garner, Jeremy Ganey, Denice Winn, Greg Meshaw, Sam Bell, Jill Quattlebaum, Commissioner Ann Carter, and Commissioner John Hagle.

Agenda Approval

Vice Chair Poling made a motion to approve the Agenda for the January 5, 2021 meeting as it was presented. Board Member Stephens made the second. A roll call vote was conducted and it was a unanimous vote, by the four members present, to approve the Agenda as it was presented.

Minutes Approval

Vice Chair Poling made a motion to approve the Minutes from the December 1, 2020 meeting they were presented. Board Member McCune made the second. A roll call vote was conducted and it was a unanimous vote, by the four members present, to approve the Minutes as they were presented.

Administration of Oaths

1) Documents Used for Consideration/Deliberation:
   - The Beaufort National Register Historic District Comprehensive Survey (A Resurvey of the 1970 Survey)compiled by Ruth Little, 1997
   - Beaufort An Album Of Memories by Jack Dudley
   - The Design Guidelines for The Beaufort Historic District & Landmarks (1994, Revised 2008)
   - The Town Of Beaufort Land Development Ordinance (Adopted 2013)

- The 2012 NC Building Code Chapter 34, Existing Buildings & Structures, Section 3409 on Historic Buildings (Updated 2018)
- The Town Of Beaufort Comprehensive Plan Update, prepared by the East Carolina Council Of Governments (Adopted 2012)

2) Quasi-Judicial Statement

3) Swearing/Affirming of Staff and Witnesses

Chair Terwilliger stated that the documents that the Commission could use to render their decisions were located on page 10 of the packet. He stated that he would not read them each time but if there is a significant change to one or one that would be included for a particular item he would reference it. The documents that Chair Terwilliger referenced include the following, 1) the Beaufort National Register Historic District Comprehensive Survey (A Resurvey of the 1970 Survey) compiled by Ruth Little,1997; 2) Beaufort and Album of Memories by Jack Dudley; 3) The Design Guidelines for the Beaufort Historic District & Landmarks (1994, Revised 2008); 4) the Town of Beaufort Land Development Ordinance (Adopted 2013); 5) the 2012 NC Building Code Chapter 34, Existing Buildings & Structures, Section 3409 on Historic Buildings (Updated 2018); and 6) the town of Beaufort Comprehensive Plan Update, prepared by the East Carolina Council of Governments (Adopted 2012).

Chair Terwilliger read the Quasi Judicial statement and explained nature of the board and how they follow rules similar to court proceedings. He asked members of the Commission if they needed to disclose any ex-parte communications, hearing none he moved forward to oaths and affirmations.

Secretary Winn administered the oath to Kyle Garner and Jeremy Ganey.

New Business

1. Turner Street Update - Presented by Greg Meshaw, Town Engineer

   Chair Terwilliger stated that the first item is an update on the 100 block of Turner Street project. He stated that Town Engineer, Greg Meshaw would be giving that update and when it would be starting.

   Greg Meshaw stated that Sam Bell, also with the Town is running point on the project. Mr. Meshaw shared a power point and stated that the project is from Front Street to the alley way by Fish Town. He stated that the main objectives were to improve the aesthetics of the west side pedestrian corridor and to widen the pedestrian path. Mr. Meshaw stated that once they got into the project they decided that they wanted to add more objectives such as more outdoor seating, safer street crossings, traffic calming, more ADA-type accessibility, truck loading/unloading for businesses, and facilitate the replacement of old underground street light wiring. Mr. Meshaw went through the plans from demolition to the proposed plan. Chair Terwilliger asked about how long the project would take to complete. Mr. Meshaw stated that the original project was to take about three months but with the changes that it may add up to two months. There were concerns from the Board for emergency accessibility and Mr. Meshaw stated that there would be access for emergency vehicles when that section of Turner Street was closed off.

2. Case # 21-02 117 Orange Street – Roof Replacement

   Chair Terwilliger explained that that he was going to open Case 21-02, 117 Orange Street but he explained that Case 21-01 would be heard in February.

   Chair Terwilliger asked Secretary Winn to swear in any witnesses for this matter. Jim Godby was present on behalf of the applicant and he was affirmed for his testimony.

   Kyle Garner presented the staff report for 117 Orange Street and shared is screen. He stated that the request was to remove the old Cedar Shake roof and replace it with conventional architectural shingles. Mr. Garner stated that this house is described as the Hatsell House c. 1827 and he described the architectural style of the home. Mr. Garner showed the roof sample that was provided by the applicant, Cobble Stone Gray. Mr. Garner also shared the Guideline that was applicable to this matter, Roof Guidelines, 6.1.3. Mr.

Garner stated that this was probable one of the last remaining homes with Cedar Shake shingles.

Jim Godby stated that the roof is in such bad repair. He stated that they had tried to replace some of them but they were so brittle that it was not doable without replacing the whole roof.

There were no questions or comments from the Board. Chair Terwilliger stated that the Historical Commission of North Carolina recommends that in this area you do not used Cedar Shake shingles due to the weather and the lack of durability of them. He stated that this feels like a reasonable request. He asked if anyone else who felt they had standing wanted to speak. Hearing non he asked for a motion for Finding of Fact.

Board Member Stephens made the following motion for Finding of Fact. Having reviewed the record and having considered all evidence submitted and oral testimony for Case 21-02, I move that the Commission conclude the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks, Page 48, Roof Guidelines, 6.1.3. Vice Chair Poling made the second. A roll call vote was conducted and it was a unanimous vote by the members who were present to approve the Findings of Fact.

Chair Terwilliger asked for a motion to approve the issuance of the Certificate of Appropriateness (COA).

Board Member Stephens made the following motion for the issuance of the COA, based upon the foregoing Findings of Fact, I move the that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness be issued for the proposed work. Vice Chair Poling made the second. A roll call vote was conducted and it was a unanimous vote by the members who were present to issue the Certificate of Appropriateness.

Chair Terwilliger closed Case 21-02.

3. Case # 21-03 109 Middle Lane - Golf Cart Charging Station

Chair Terwilliger opened Case 21-03, 109 Middle Lane, Golf Cart Charging Station.

Secretary Winn swore in Brent and Jordan Sinclair for their testimony in this matter.

Chair Terwilliger stated he wanted to bring up two things before Mr. Garner speaks. He stated that this was a follow-up to a request that was brought to the Commission in 2020 and approved through December 2020 with several conditions. Painting the pole and electrical box green, fixing of the post and they have been fixed but a couple of other things were not fixed. Chair Terwilliger wanted it to be addressed as to why the pole wasn't painted the first time around and what the delay was.

Kyle Garner presented the staff report for 21-03, 109 Middle Lane, Installation of Power Pole at the Rear of the Property for a golf cart charging station. Mr. Garner stated that he included the minutes from the June 2, 2020 meeting for the Finding of Fact and the issuance of the Certificate of Appropriateness. Mr. Garner included the vicinity map, pictures of the property showing that the pole has been painted and moved to the rear and the fence fixed. Mr. Garner also included the Guidelines that are applicable to this matter. Mr. Garner stated that as soon as staff mentioned the buckets to the applicant they moved pretty quickly to fix it.

Brent Sinclair stated that the buckets were there when they started leasing the property but that they were happy to make the improvements and that it does look better. He stated that as far as the delay on the pole, they had an extremely busy year, which was a good thing, but time got away from them and they never got it done. They waited until they got the pole moved to paint it. Mr. Sinclair stated that time just got away from them and it took longer than expected.

There were no questions from the Board. Chair Terwilliger asked if anyone had concerns on voting for a positive motion. Board Member Stephens stated in good faith there was a long conversation at the time this came through and in his opinion the Commission was very considerate in letting applicant move forward with stipulations. He stated that when a promise is made to change in the Historic District you stick to the promise and

understanding. Board Member Stephens stated that there is something that is acceptable in place so he doesn't feel that this will come up again but he doesn't feel it is acceptable to say that they were too busy. Chair Terwilliger said 2020 was an interesting year and now that it is fixed it looks good. He did tell the applicants if they run into further delays to let the Board know.

Chair Terwilliger asked for a Finding of Fact. Board Member Stephens made the following motion for Finding of Fact, having reviewed the record and having considered all of the evidence submitted and oral testimony for Case 21-03, I move that the Commission conclude the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks, Outside Utilities Guidelines, 8.3.1, 8.3.3 and 8.3.6 have all been met. Vice Chair Poling made the second. A roll call vote was conducted and it was a unanimous vote by the members who were present to approve the Findings of Fact.

Chair Terwilliger asked for a motion for approval of the COA of the project. Board Member Stephens made the motion as follows, based upon the foregoing Finding of Fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case 21-03 be issued for the proposed work. Vice Chair Poling made the second. A roll call vote was conducted and it was a unanimous vote by the members who were present to issue the Certificate of Appropriateness.

Chair Terwilliger closed discussion on Case 21-03.

4. Case # 21-04 400 Front St – Landscaping – Fencing/Screening - Signage

Chair Terwilliger opened case 21-04, 400 Front Street, Landscaping, Fencing/Screenage, and Signage.

Secretary Winn swore in Megan Toma. Betty Sue Stroud and Larry Bagwell were affirmed for their testimony.

Kyle Garner presented the information on behalf of staff. He stated that the applicants are Megan Toma and Betty Sue Stroud. Mr. Garner stated that the request is for new landscaping, screening for utilities and new signage. He stated that the owners of 400 Front Street are submitting a landscaping plan and that this has been reviewed by the Town Engineer per the HPC comments from the November 2020 meeting. He stated that Ms. Stroud was requesting screening for propane tanks on the west side of the building as well as four signs, two on Front Street and two on the water side, totaling at 62 square feet. He stated that the applicant provided pictures of the proposed hardware and fencing type. Mr. Garner showed proposed signs for Queen Anne's Revenge and Beaufort Creamery. Mr. Garner showed a drawing of the proposed west side of the building with the landscaping and screening. Mr. Garner included the applicable Guidelines in his presentation.

Chair Terwilliger stated that there were three pieces to look at. One is the landscaping, second is the fencing and the third is the signage. He stated that they could vote on them as a whole but that they would discuss each individually.

Chair Terwilliger started with the fencing. He asked Ms. Toma if she wanted to add anything to the landscaping. Ms. Toma stated that it was spelled out in the presentation from Mr. Garner. She stated that Indian Hawthorns would be planted closest to the building and Little Lime Hydrangeas would be planted closer to the sidewalk. She stated that she spoke with a local nursery and both of these plants were highly recommended for the area of the building and the climate. Ms. Toma stated that she showed the screening the site plan but Ms. Stroud and Mr. Bagwell would talk more on that piece. Ms. Toma stated that if they could not remove the concrete pads they would plant around them but if there was any further changes she would let the Board know. Board Member Stephens asked about irrigation. Ms. Toma stated that they had not planned on permanent irrigation but could install a drip system.

Chair Terwilliger moved on to the fencing. Applicant Betty Sue Stroud stated that the fence would look like every other fence in Beaufort and the fence was necessary due to the propane tanks. She stated that they wanted to make it look nice do to that area being a major walk through. Ms. Stroud stated that this was the only place it could go due to the Town's electrical and it needing to be at least 10 feet from it. Chair Terwilliger had a question

concerning the top of the fence. Ms. Stroud stated it would look like a typical Beaufort style fence made out of wood.

Board Member Stephens had some things he wanted to point out for clarification. He stated part of it is the fence. He stated that on page 40 of the Packet there are pictures and he wanted to make sure that was the look. Ms. Stroud stated that the pickets would be closer together so you can't see inside and the top of the fence will be "dog-eared". Ms. Stroud stated that they were waiting on the response from the Town as to the electrical and the person doing the drawing didn't know what the top of the fence was to look like. Board Member Stephens was questioning page 47 and wanted to bring it forward for the record as to if this was going to be done. Ms. Toma stated that was an old drawing and none of it would be there.

Chair Terwilliger opened discussion on the signage and asked who would be speaking as to that. Ms. Toma stated that the total signage package was approved by the HPC and this is for the individual tenant to get their sign approved. She stated that she would let Ms. Stroud and Mr. Bagwell speak as to the signage. Ms. Stroud state the west sign would be for the Queen Anne's Revenge and the sign to the east of that will be for the Beaufort Creamery. She gave the colors for both and stated that she was asking for approval of the colors based on the prior approval of the signs for the building. She stated the two signs on the Front Street side will be Beaufort Creamery and Queen Anne's Revenge and the two signs on the water side will both be for Queen Anne's Revenge. Board Member Stephens had a question back to the fence surrounding Guideline 8.2.3 and the height of the fence proposed. Ms. Stroud stated the reason for the height of the fence is due to the propane takes being 5 feet tall. Chair Terwilliger stated that he felt that this was a safety concern for the public around a commercial business. Board Member McCune stated that she felt that this is the side of the building and she didn't see it as a problem with the Guideline. She felt that they were hiding the tanks and their can wash and that it is fine. Vice Chair Poling felt that it is appropriate as presented and Chair Terwilliger agreed.

Chair Terwilliger stated that all three areas had been covered and opened discussion for anymore concerns. Hearing none he felt that with no more major concerns he asked for a motion for finding of fact and that the motions for both the finding of fact and the certificate of appropriateness cover all three areas.

Board Member Stephens made the following motion for a finding of fact, having reviewed the record and having considered all evidence submitted and oral testimony for Case 21-04, I move that the Commission conclude the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks, those Guidelines are as follows. Starting on page 119 under Signage Guidelines 8.6.1, 8.6.2, 8.6.3 and 8.6.5, Landscaping Guidelines 8.1.5, Fences and Walls Guidelines, 8.2.2 and 8.2.3, and under the Outside Utilities Guidelines 8.3.1. Vice Chair Poling made the second. A roll call vote was conducted and it was a unanimous vote by the members who were present to approve the Findings of Fact.

Chair Terwilliger asked for a motion to approve the Certificate of Appropriateness. Board Member Stephens made the following motion to approve the COA, based upon the foregoing finding of fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case 21-04 be issued for the proposed work. Vice Chair Poling made the second. A roll call vote was conducted and it was a unanimous vote by the members who were present to issue the Certificate of Appropriateness for the proposed work.

Chair Terwilliger closed discussion on case 21-04.

Public Comment

Chair Terwilliger asked if there were any public comments. Hearing non he moved forward.

Commission / Board Comments

Chair Terwilliger wished everyone a happy new year and stated that he hopes this year is off to a better start for everyone. Vice Chair Poling thanked Mr. Garner for the email update on issues that had been brought to staff's attention. Board Member Stephens thanked staff for the email update. Board Member

Stephens wanted to clarify the reason he brought up the Guideline concerning the fence was to make sure that all the Commissioners knew that this was something that was going against that Guideline. He stated that he had concerns about all sides of a historical structure being considered and he felt that all sides of the structure are equally important.

Staff Comments

Mr. Garner thanked the four members present for being at the meeting. Mr. Garner also stated that John Wood will be present for the next meeting. He stated that the next month would have at least three very involved matters and Mr. Wood will be there for at least two of them. Mr. Garner thanked Mr. Ganey for working with him on the code issues. He stated that Mr. Ganey told him that they are working on the Ann Street parking landscaping. Mr. Garner stated that this will be a good year with new Standards coming out.

Adjourn

Vice Chair Poling made the motion to adjourn the meeting Board Member Stephens made the second. A roll call vote was conducted and it was a unanimous vote, by the members present, to adjourn the meeting.

_____

Robert Terwilliger, Chair

_____

Denice Winn, Board Secretary

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Town of Beaufort Historic Preservation Regular Meeting
6:00 PM Tuesday, February 02, 2021 - Virtual | Zoom Link
Minutes

Call to Order

Vice Chair Poling called the meeting to order.

Roll Call

Vice Chair Poling asked Secretary Winn to call the roll. Present for the meeting were, Heather Poling, Laura Sicklin and John Stephens. Robert Terwilliger, Joyce McCune and Janet Woodward had informed staff that they would not be available for this meeting. James Taylor was not present. Secretary Winn declared that there was not a quorum.

Vice Chair Poling stated that due to the lack of a quorum all matters set for this meeting would be moved and heard at the next meeting that is set for March 2, 2021.

Vice Chair Poling adjourned the meeting.

_____

Heather Poling, Vice Chair

_____

Denice Winn, Board Secretary

- The Beaufort National Register Historic District Comprehensive Survey (A Resurvey of the 1970 Survey)compiled by Ruth Little, 1997
- Beaufort An Album Of Memories by Jack Dudley
- The Design Guidelines for The Beaufort Historic District & Landmarks (1994, Revised 2008)
- The Town Of Beaufort Land Development Ordinance (Adopted 2013)
- The 2018 North Carolina Existing Building Code Chapter 12, Historic Buildings
- The Town Of Beaufort Comprehensive Plan Update, prepared by the East Carolina Council Of Governments (Adopted 2012)

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Town of Beaufort Historic Preservation Commission Regular Meeting
6:00 P.M. March 2, 2021 – Virtual Meeting via Zoom

AGENDA CATEGORY: Old Business

SUBJECT: Case # 20-28 218 Front St - Revised

BRIEF SUMMARY:

Install a new uncovered deck, 4' Beaufort Style Fence along Front Street, Landscaping & proposed Dock at 218 Front Street.

REQUESTED ACTION:

Conduct Quasi-Judicial Hearing

Discussion

Motion on Finding of Fact

Motion on COA

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Kyle Garner, AICP

Planning & Inspections Director

BHPC STAFF REPORT

To: BHPC Members

From: Kyle Garner, AICP, Planning Director

Date: January 13, 2021

Case No.: 20-28

Request: Install a new uncovered deck, 4' Beaufort Style Fence along Front Street, Landscaping & proposed Dock at 218 Front Street.

Applicant
DJ Rose & Son, LLC
PO Box Drawer 2426
Rocky Mount, NC 27802

Property Information:

Owners: J218 LLC
Location: 218 Front Street
PIN: 730617007344000

Project Information:

Since the December 1st 2020 meeting the Owner has decided to:

1. Remove the covered shelter from the application and install an uncovered deck.
2. Remove the 2' masonry wall from the previous application and build a 4' tall Beaufort style wood fence along Front St.
3. The applicant also has supplied materials of the dock and the landscaping plans.

Proposed work:

- See Attached Elevation Drawings

Attachments:

- COA Application
- Vicinity Map
- List of Adjacent Property Owners
- Survey
- Project Description
- Elevation Drawings
- Photos

Landscaping

Project Information: The applicant has submitted a landscaping plan developed by Parker's Landscape Service and shows the following shrubs to be used.

Materials:

- Front Street & East Property Line - (49) 15 Gallon Needlepoint Holly planted 3 feet on Center with (49) 3-Gallon Pink Muhly Grass planted 3 feet on Center behind.

Guidelines (page 107)

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.

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

8.1.14. Use a combination of fences and plantings to screen parking lots. To provide adequate visibility for drivers entering and leaving, screening should not exceed height of three (3) feet at the street/sidewalk edge. (SEE OFF STREET PARKING GUIDELINES for more details)

Fences and Walls

Project Information: The applicant has submitted a revised fencing plan showing a 4 foot Beaufort Style Picket Fence along Front Street

Materials:

- Front Street & East Property Line - Four foot high wood 1"X 1" Pickets painted white. An 8 foot wide gate of 1" x 1" pickets painted white with hardware.

Guidelines (page 111)

821. 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.

822. 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.

Dock & Pier

Project Information: The applicant has submitted a revised fencing plan showing a 4 foot Beaufort Style Picket Fence along Front Street

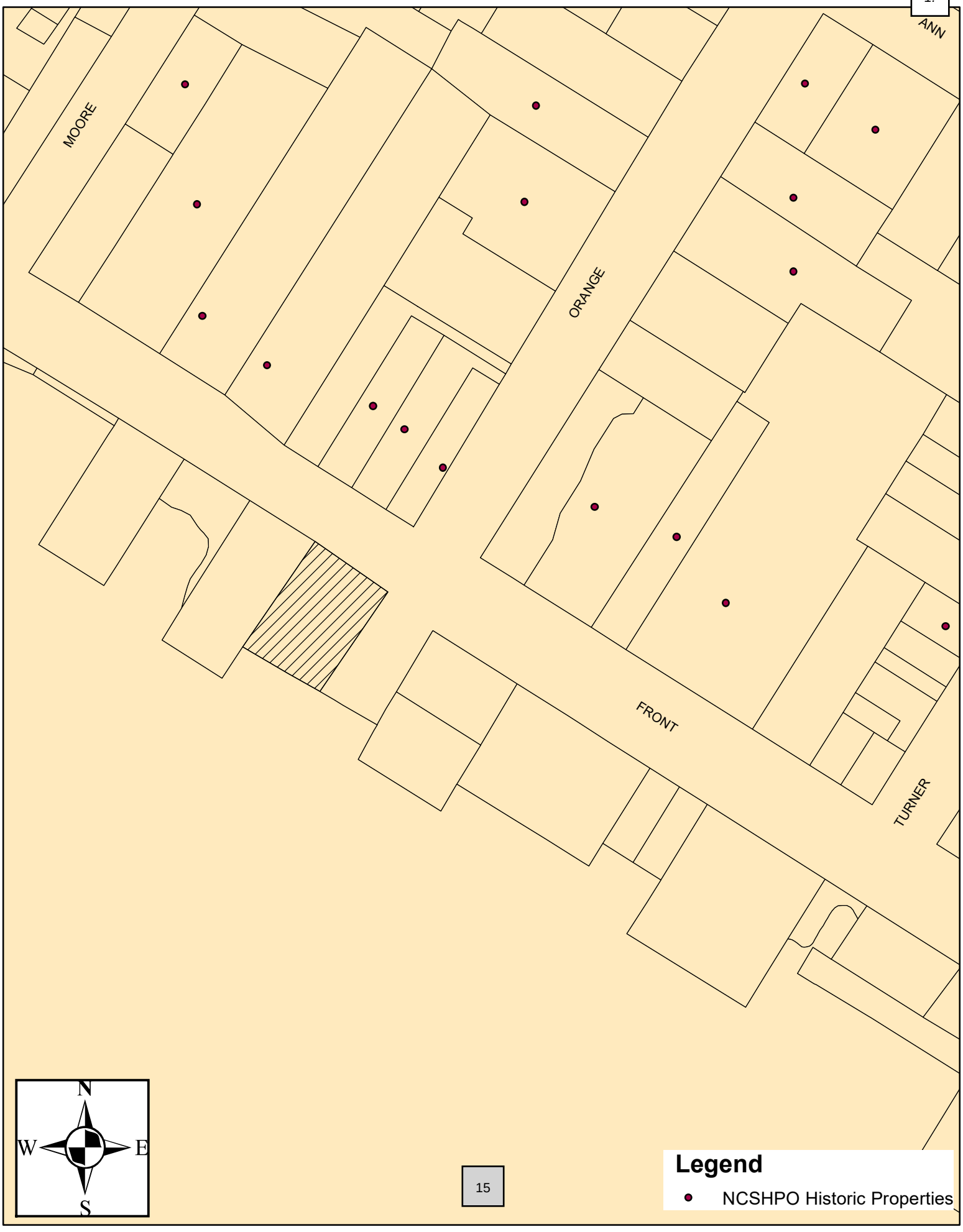
Materials:

75.6 foot long x 10 foot wide floating dock made of #1 Clear Treated Kiln Dried Deck Lumber connecting to a 6 foot x 30 foot access pier made of aluminum.

Guidelines (page 121)

8.7.1. Use a design that is simple, functional, and utilitarian. Traditional docks were built of post- and-lintel construction, using wood pilings, cross-members, and decking. Avoid the use of railings or other non-historic features that extend above the deck floor line, unless required by law for safety reasons. Avoid lighting fixtures that are too prominent or that are not utilitarian and functional in appearance.

BHPC Case 20-28 218 Front Street - Dock, Bulkhead & Fencing



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: DJ Rose & Son Inc.

Applicant Address: PO Box Drawer 2426 Rocky Mount, NC 27802

Business Phone: 252 442 6105 Email/Cell: drosejr@djroseandson.com

Property Owner Name: J218 LLC

Address of Property: 218 Front St. Beaufort, NC 28516

Phone Number: 252 451 4374 Email/Cell: jwebb@execdomain.com

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

Construct:
1. New uncovered deck per submitted specifications,photos and elevation drawings
2. 4' Beaufort Style Fence along Front Street (reduce the overall height of the existing 6' fence to 4')

Install:
1. Landscaping per submitted plan

Estimated Cost of Project: $ 50,000.00 Year House Built: N/A

Dillon Rose Jr
Applicant Signature

11/6/2020
Date

CFO
Property Owner Signature (if different than above)

11-9-2020
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: _____

Adjacent Property Owners 218 Front Street

218 Front Street List of Adjacent Property Owners

JBJ Properties LLC
216 Front Street
PO Box K
Rocky Mount, NC 27802

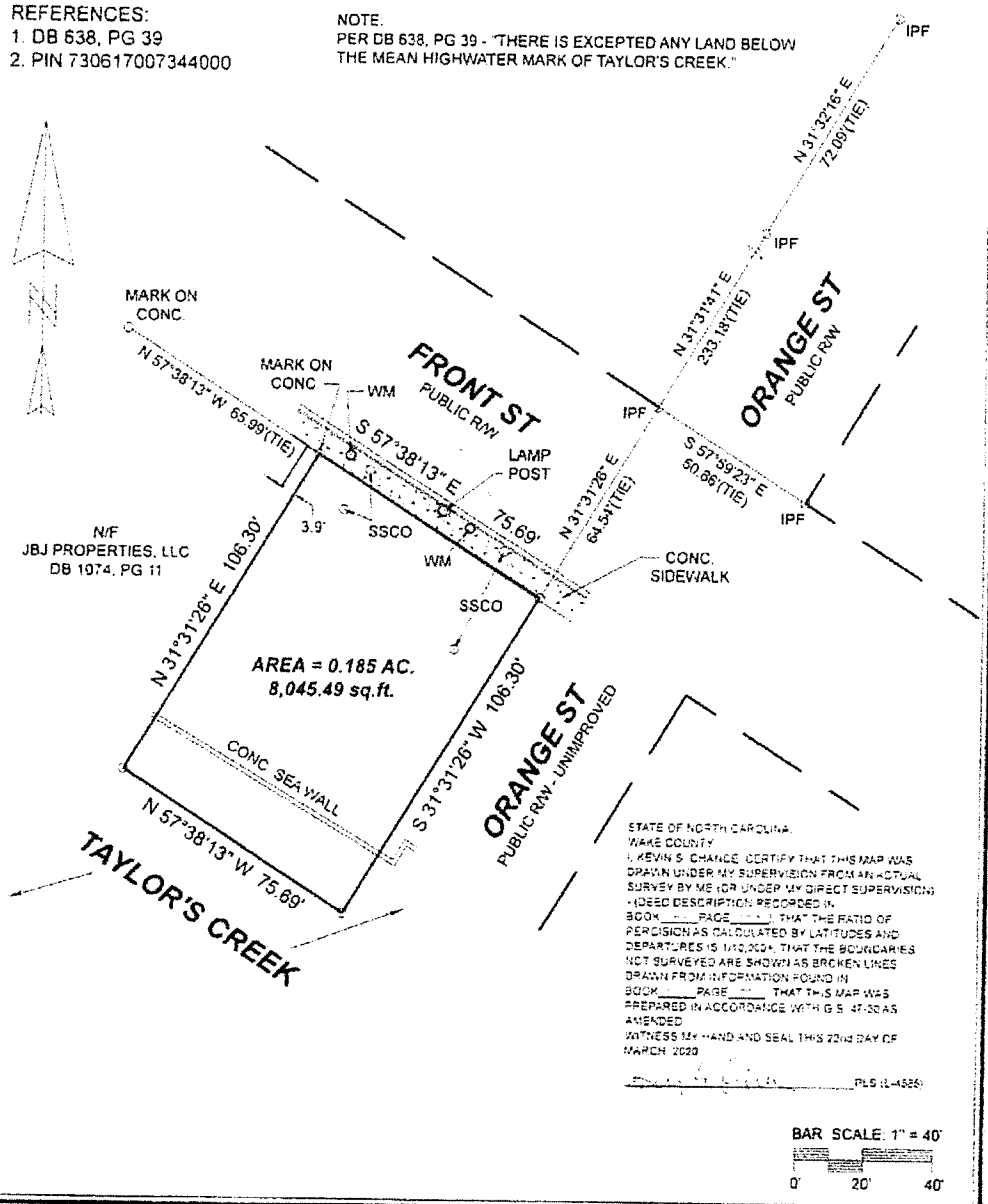
Orange Street Public Right of Way
Town of Beaufort, NC
701 Front Street
Beaufort, NC 28516

Existing Conditions Survey

SCALE: 1" = 40'	LOT_____SECTION_____BLOCK_____PHASE_____	LEGEND IPF = IRON PIPE FOUND IPS = IRON PIPE SET CP = COMPUTED POINT □ = CONCRETE MONUMENT D = DECK P = PORCH ■ = ELECTRIC TRANSFORMER DU = DESTINATION UNKNOWN LP = LIGHT POLE PP = POWER POLE -OE- = OVERHEAD ELECTRIC LINE -x-x- = FENCE MISA = MAXIMUM IMPERVIOUS SURFACE AREA
DATE: 22 MARCH 2020	SUBDIVISION_____-----_____AS	
FILE NAME: 220 Front St.dwg	RECORDED IN MAP BOOK_____PAGE_____	
TOWNSHIP: BEAUFORT	CARTERET COUNTY REGISTRY.	
	NOTES 1. ALL AREAS ARE BY COORDINATE GEOMETRY 2. ALL DISTANCES ARE HORIZONTAL GROUND UNLESS OTHERWISE NOTED 3. NORTH ARROW IS PER RECORDED MAP OR DEED LISTED ABOVE UNLESS OTHERWISE NOTED	

REFERENCES:
1. DB 638, PG 39
2. PIN 730617007344000

NOTE:
PER DB 638, PG 39 - "THERE IS EXCEPTED ANY LAND BELOW THE MEAN HIGHWATER MARK OF TAYLOR'S CREEK."



STATE OF NORTH CAROLINA
WAKE COUNTY
I, KEVIN S. CHANCE, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY BY ME (OR UNDER MY DIRECT SUPERVISION) (DEED DESCRIPTION RECORDED IN BOOK_____PAGE_____); THAT THE RATIO OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS 1/10,000+; THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES DRAWN FROM INFORMATION FOUND IN BOOK_____PAGE_____; THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.
WITNESS MY HAND AND SEAL THIS 22nd DAY OF MARCH, 2020.

_____ PLS (L-4585)

BAR SCALE: 1" = 40'

0' 20' 40'

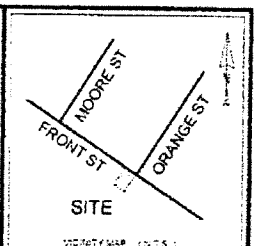
SEAL
NORTH CAROLINA PROFESSIONAL SEAL L-4585 LAND SURVEYOR KEVIN S. CHANCE

6900 FIELD HILL ROAD
RALEIGH, NORTH CAROLINA - 27603

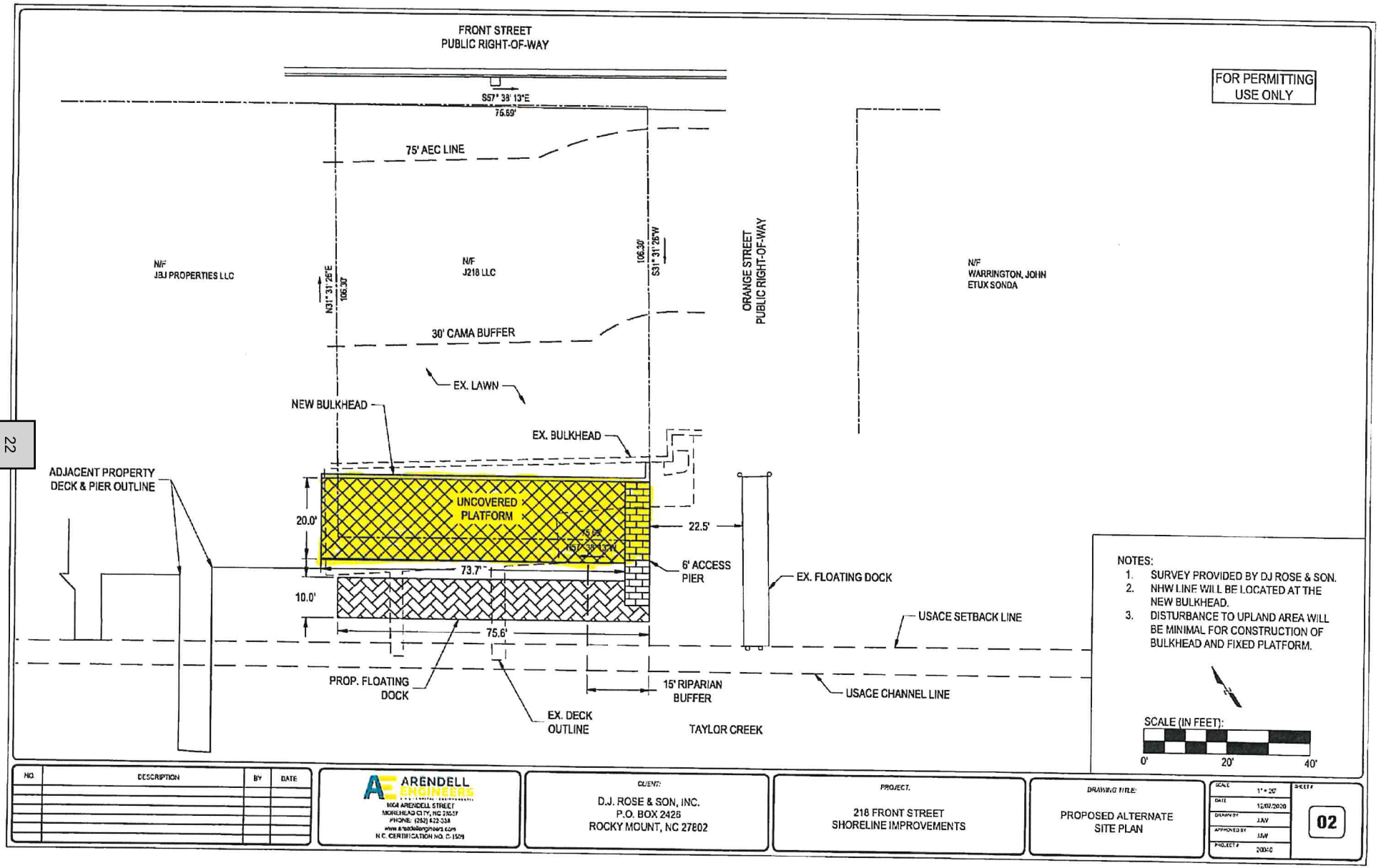
CHANCE SURVEYING COMPANY, P.A.

LICENSE NO. C-2964

PHONE (919) 329-5795
EMAIL: chancesurveying@gmail.com

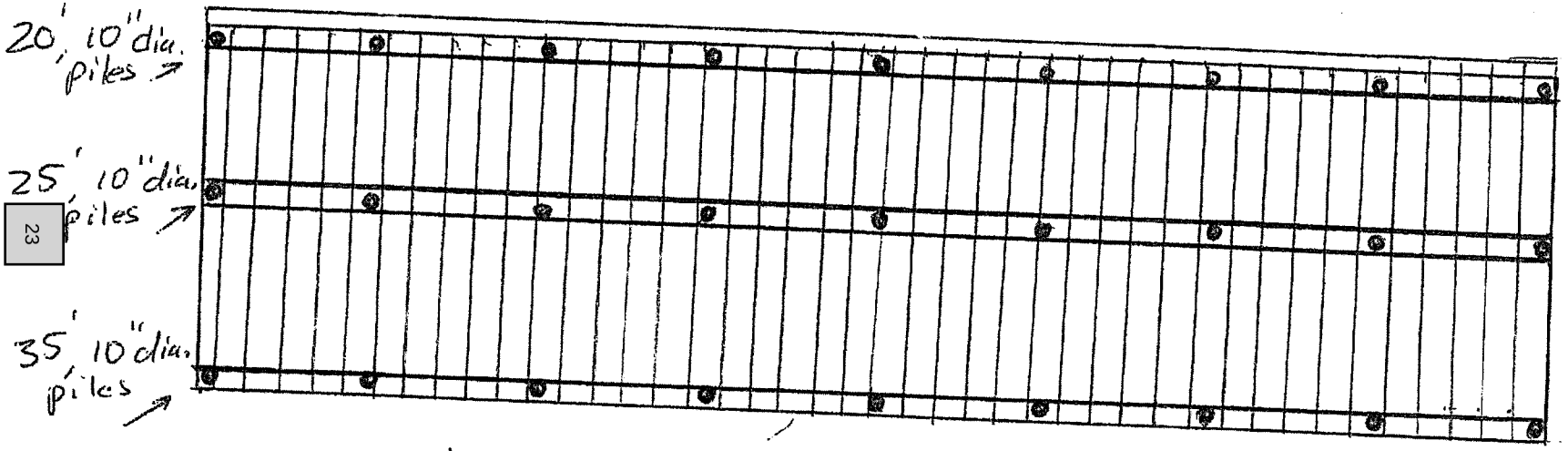


218 Front Street Proposed Uncovered Deck


FRONT STREET
PUBLIC RIGHT-OF-WAY
FOR PERMITTING USE ONLY
S57° 38' 13"E
75.69'
75' AEC LINE
N/F
J&J PROPERTIES LLC
N/F
J218 LLC
N/F
WARRINGTON, JOHN
ETUX SONDA
ORANGE STREET
PUBLIC RIGHT-OF-WAY
N31° 31' 26"E
106.30'
S31° 31' 26"W
106.30'
30' CAMA BUFFER
EX. LAWN
NEW BULKHEAD
EX. BULKHEAD
ADJACENT PROPERTY
DECK & PIER OUTLINE
UNCOVERED
PLATFORM
20.0'
22.5'
S57° 38' 13"E
73.7'
6' ACCESS
PIER
EX. FLOATING DOCK
10.0'
75.6'
USACE SETBACK LINE
PROP. FLOATING
DOCK
15' RIPARIAN
BUFFER
USACE CHANNEL LINE
EX. DECK
OUTLINE
TAYLOR CREEK
NOTES:
1. SURVEY PROVIDED BY DJ ROSE & SON.
2. NHW LINE WILL BE LOCATED AT THE NEW BULKHEAD.
3. DISTURBANCE TO UPLAND AREA WILL BE MINIMAL FOR CONSTRUCTION OF BULKHEAD AND FIXED PLATFORM.
SCALE (IN FEET):
0'
20'
40'
NO.
DESCRIPTION
BY
DATE
ARENDELL ENGINEERS
1004 ARENDELL STREET
MOREHEAD CITY, NC 28557
PHONE: (252) 622-3311
www.arendellengineers.com
N.C. CERTIFICATION NO. C-1509
CLIENT:
D.J. ROSE & SON, INC.
P.O. BOX 2425
ROCKY MOUNT, NC 27802
PROJECT:
218 FRONT STREET
SHORELINE IMPROVEMENTS
DRAWING TITLE:
PROPOSED ALTERNATE
SITE PLAN
SCALE
1" = 20'
DATE
12/07/2020
DRAWN BY
JJW
APPROVED BY
JJW
PROJECT #
2004-0
SHEET #
02

D. J. Rose & Son, Inc.
P. O. Box 2426
Rocky Mount, N. C. 27802

Project: 218 Front Street
Beaufort, N. C.
Shoreline Improvements,
(Deck pile & framing plan)



Notes:
- 10" dia piles (Marine Grade) w/ 12" dia. Black HDPE Pile Sleeves.
- 4" x 10" Continuous drop girders running parallel to shoreline attached to ea. pile w/ 2 - 3/4" dia SS bolts
- 2" x 10" joist (ON 16" centers) attached to girders w/ SS simpson tie down straps & SS fasteners.
- 2" x 6" (#1 clear, KDAT) decking, attached w/ SS screws,

218 Front Street Uncovered Deck Finish Schedule

Railings:

2" x 2" square pickets

Handrail

2" x 6" #1 clear treated kiln dried lumber with eased edges

Top and Bottom Rails of Railing:

2" x 6" #1 clear treated kiln dried deck lumber turned edgeways

Decking:

2" x 6" #1 clear treated kiln dried lumber

Fasteners:

Simpson Strong Tie square drive 305 stainless steel screws

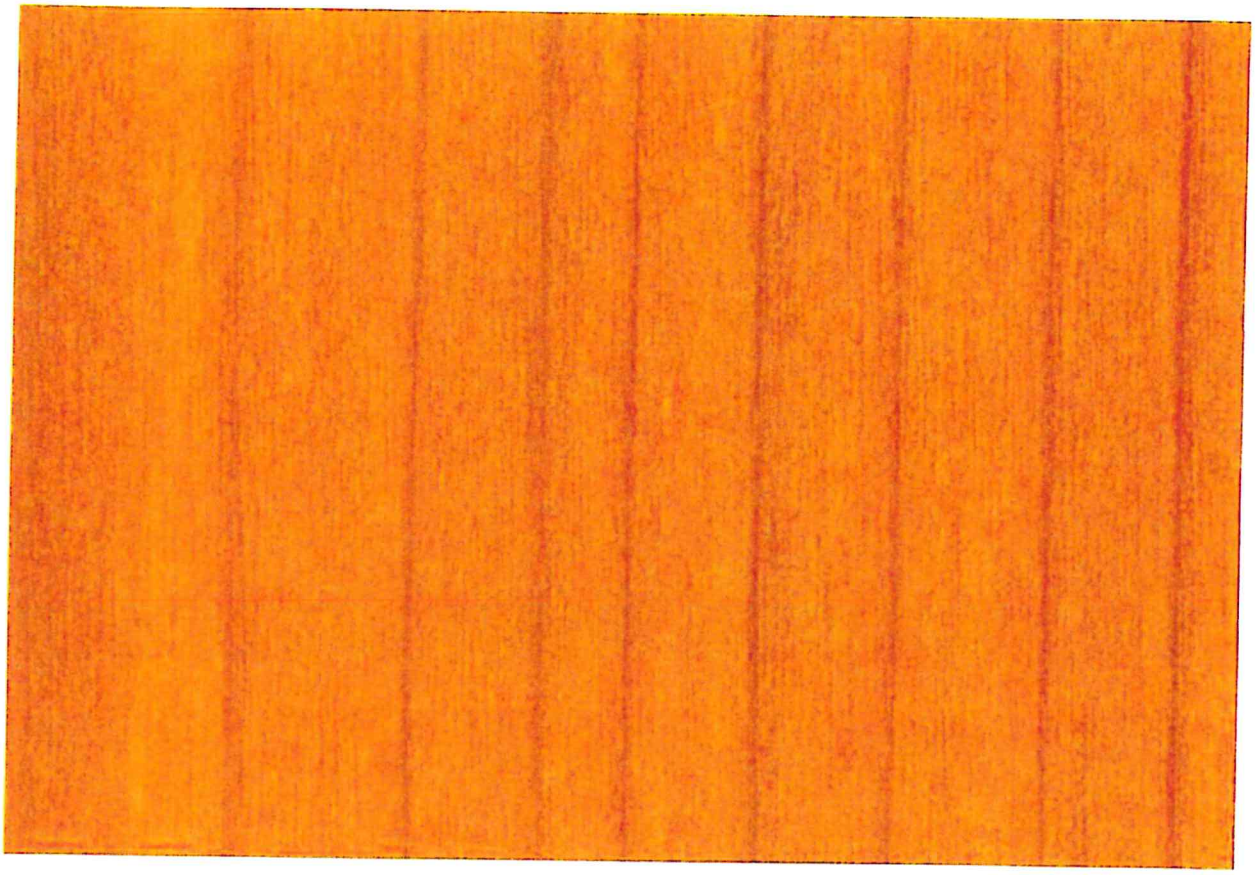
Stain Color:

Cabot Honey Teak

218 Front Street Uncovered Deck
Proposed Stain, Railing and Deck Detail

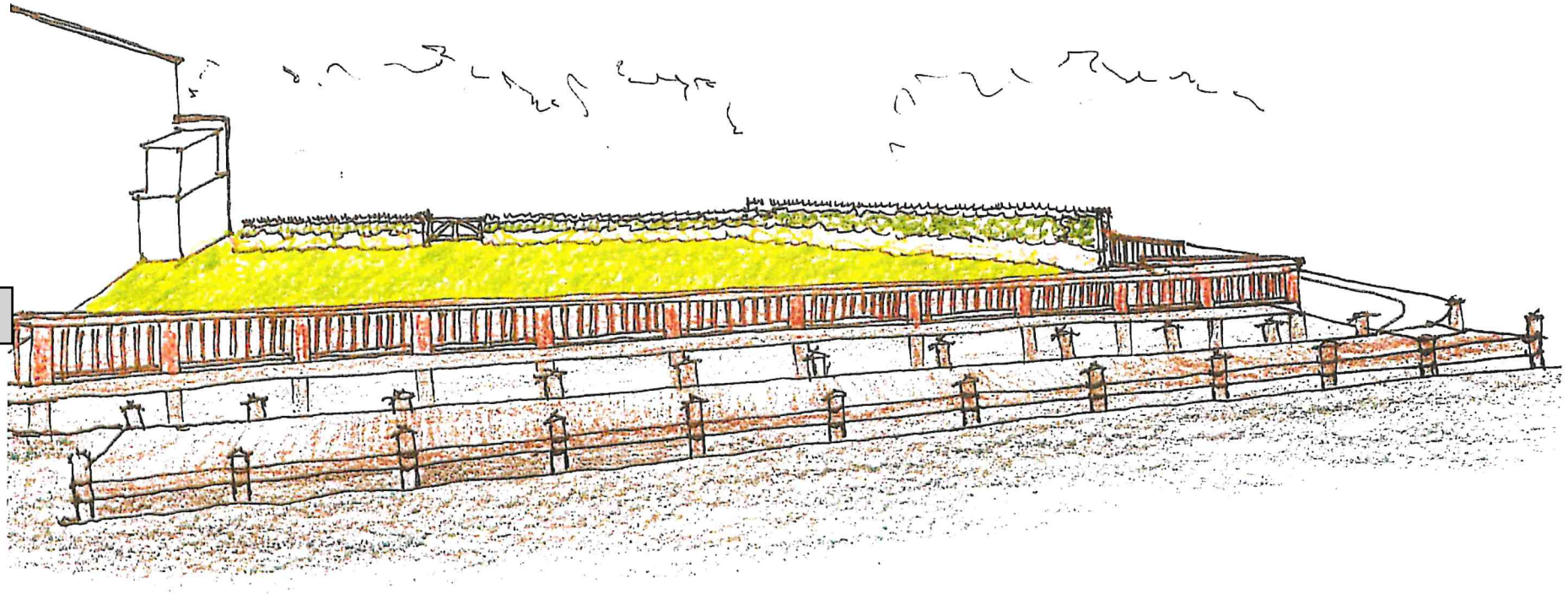
218 Front Street Uncovered Deck
Proposed Stain. Railing and Deck Detail

218 Front Street Uncovered Deck
Proposed Stain Color



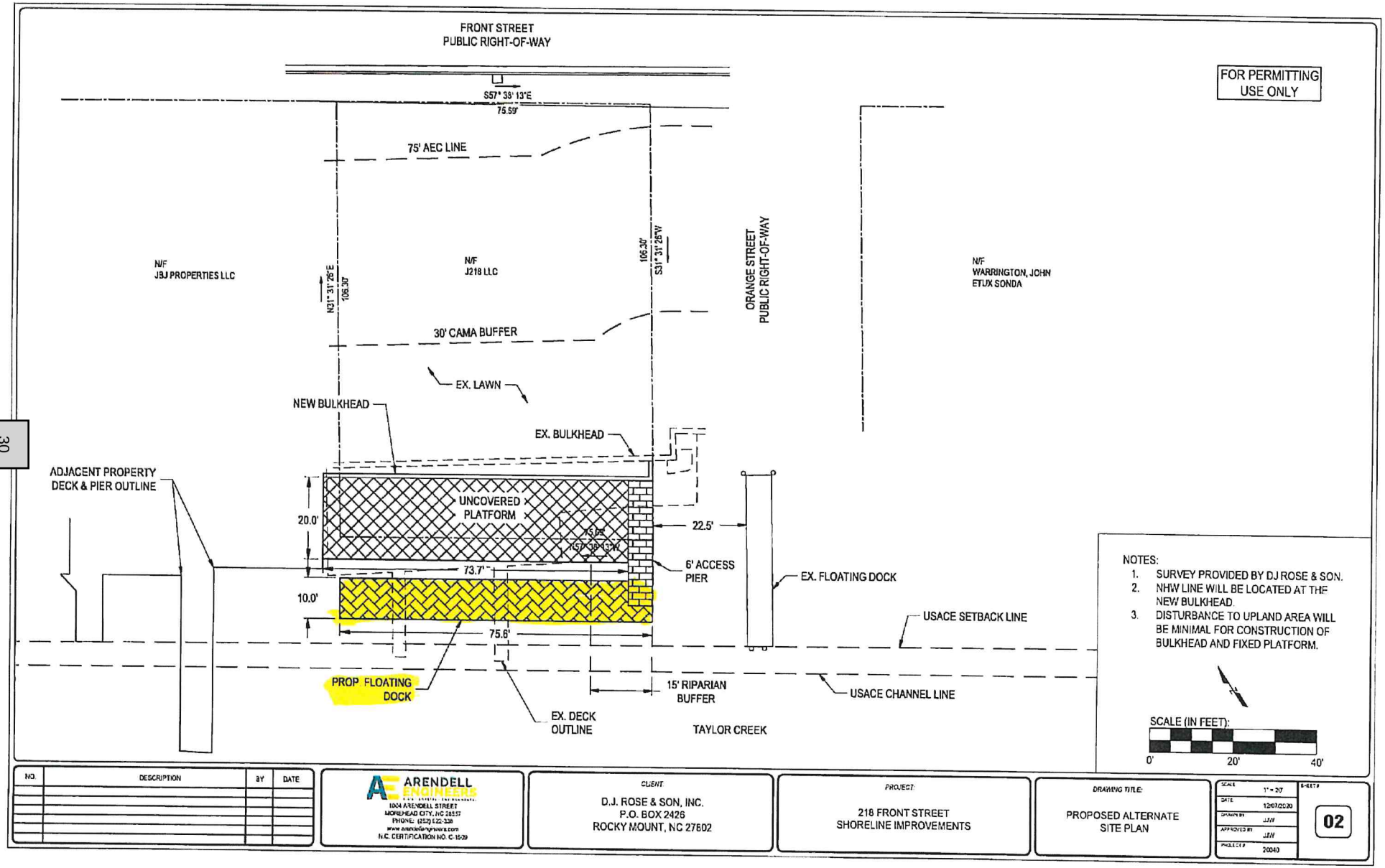
Honey Teak

Wood Toned Stain



218 FRONT ST.
BEAUFORT NC
12/21/20

218 Front Street Proposed Floating Dock


FRONT STREET
PUBLIC RIGHT-OF-WAY
FOR PERMITTING USE ONLY
S57° 33' 13"E
75.59'
75' AEC LINE
N/F
JBJ PROPERTIES LLC
N/F
J218 LLC
N/F
WARRINGTON, JOHN
ETUX SONDA
N31° 31' 26"E
106.30'
S31° 31' 26"W
106.30'
ORANGE STREET
PUBLIC RIGHT-OF-WAY
30' CAMA BUFFER
EX. LAWN
NEW BULKHEAD
EX. BULKHEAD
ADJACENT PROPERTY
DECK & PIER OUTLINE
UNCOVERED
PLATFORM
20.0'
22.5'
73.7'
6' ACCESS
PIER
EX. FLOATING DOCK
10.0'
75.6'
USACE SETBACK LINE
PROP. FLOATING
DOCK
15' RIPARIAN
BUFFER
USACE CHANNEL LINE
EX. DECK
OUTLINE
TAYLOR CREEK
NOTES:
1. SURVEY PROVIDED BY DJ ROSE & SON.
2. NHW LINE WILL BE LOCATED AT THE NEW BULKHEAD.
3. DISTURBANCE TO UPLAND AREA WILL BE MINIMAL FOR CONSTRUCTION OF BULKHEAD AND FIXED PLATFORM.
SCALE (IN FEET):
0'
20'
40'
NO.
DESCRIPTION
BY
DATE
ARENDELL ENGINEERING
1004 ARENDELL STREET
MOREHEAD CITY, NC 28557
PHONE: (252) 622-328
N.C. CERTIFICATION NO. C-1529
CLIENT:
D.J. ROSE & SON, INC.
P.O. BOX 2426
ROCKY MOUNT, NC 27802
PROJECT:
218 FRONT STREET
SHORELINE IMPROVEMENTS
DRAWING TITLE:
PROPOSED ALTERNATE
SITE PLAN
SCALE 1" = 20'
DATE 12/07/2020
DRAWN BY JJW
APPROVED BY JJW
PROJECT # 20040
SHEET #
02

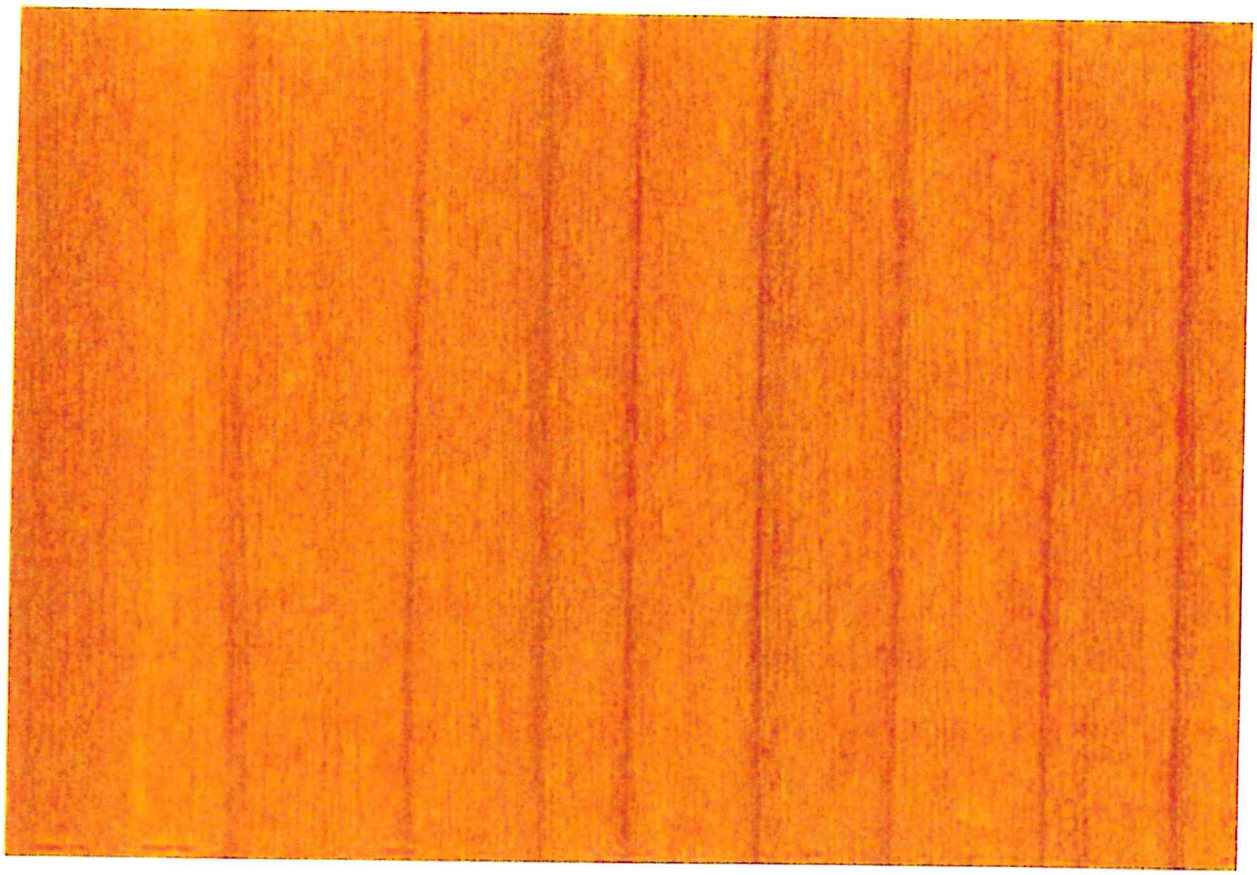
218 Front Street
Proposed 12" Diameter Black HDPE Pile Sleeves with Black HDPE Pile Caps

218 Front Street Proposed 16"
Galvanized Cleat on Floating Dock

218 Front Street Proposed Gangway Connecting Floating Dock to Deck

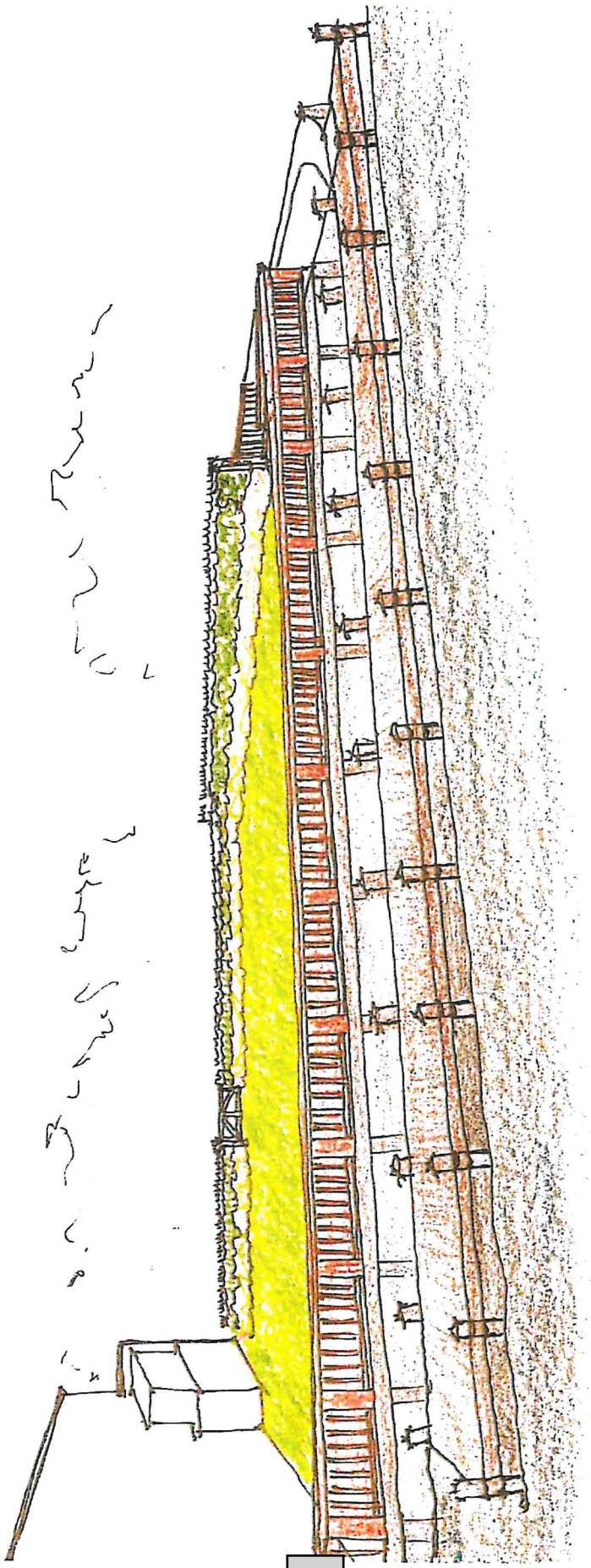
218 Front Street Proposed Gangway
Connecting Floating Dock to Deck

218 Front Street Floating Dock Stain Color



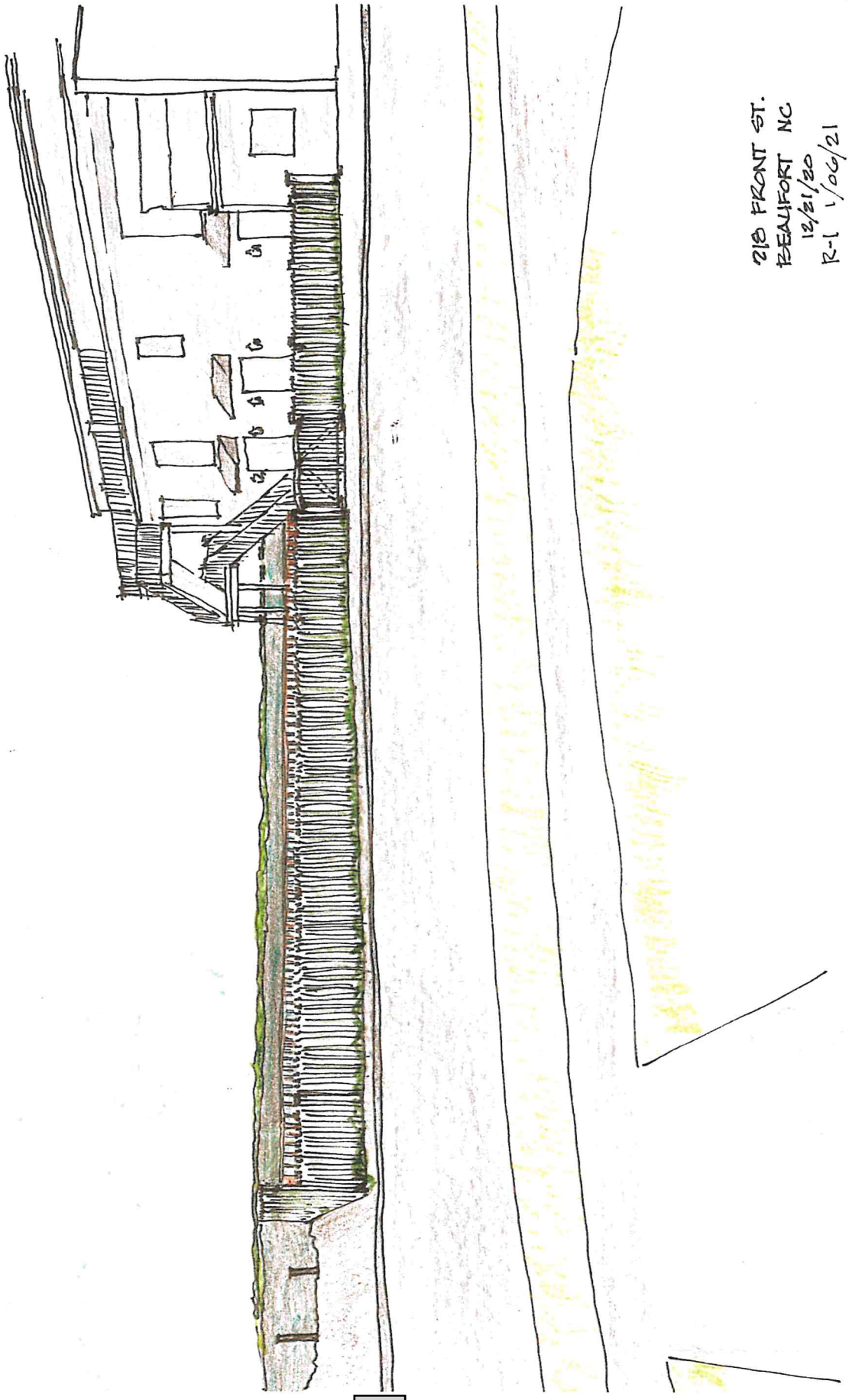
Honey Teak

Wood Toned Stain



218 FRONT ST.
BEAUFORT NC
12/21/20

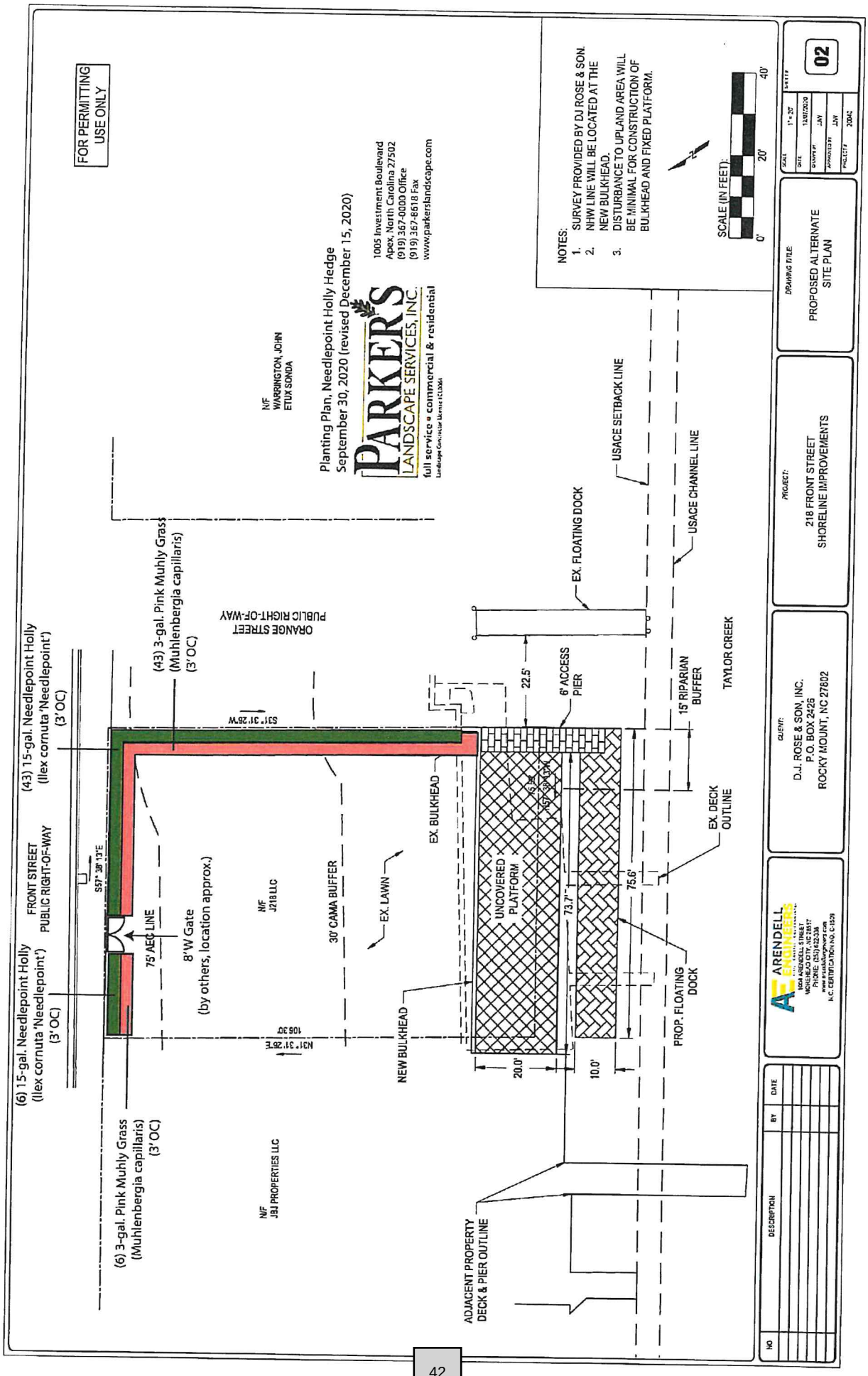
218 Front Street Proposed Beaufort Style Fence Along Front Street


218 FRONT ST.
BEAUFORT NC
12/21/20
R-1 1/06/21

218 Front Street Proposed Gate Latch

218 Front Street Proposed Gate Hinge

218 Front Street Proposed Landscape Plan


FOR PERMITTING USE ONLY
Planting Plan, Needlepoint Holly Hedge
September 30, 2020 (revised December 15, 2020)
PARKERS LANDSCAPE SERVICES, INC.
full service • commercial & residential
1005 Investment Boulevard
Apex, North Carolina 27502
(919) 367-0000 Office
(919) 367-8618 Fax
www.parkerslandscape.com
NOTES:
1. SURVEY PROVIDED BY DJ ROSE & SON.
2. NHW LINE WILL BE LOCATED AT THE NEW BULKHEAD.
3. DISTURBANCE TO UPLAND AREA WILL BE MINIMAL FOR CONSTRUCTION OF BULKHEAD AND FIXED PLATFORM.
SCALE (IN FEET)
0' 20' 40'
PROJECT:
218 FRONT STREET
SHORELINE IMPROVEMENTS
DRAWING TITLE:
PROPOSED ALTERNATE SITE PLAN
02
CLIENT:
D.J. ROSE & SON, INC.
P.O. BOX 2426
ROCKY MOUNT, NC 27802
ARENDELL ENGINEERS
(6) 15-gal. Needlepoint Holly (Ilex cornuta 'Needlepoint') (3' OC)
(43) 15-gal. Needlepoint Holly (Ilex cornuta 'Needlepoint') (3' OC)
(43) 3-gal. Pink Muhly Grass (Muhlenbergia capillaris) (3' OC)
(6) 3-gal. Pink Muhly Grass (Muhlenbergia capillaris) (3' OC)
FRONT STREET PUBLIC RIGHT-OF-WAY
ORANGE STREET PUBLIC RIGHT-OF-WAY
S57° 38' 13"E
S31° 31' 26"W
N31° 31' 26"E
106.30'
75' AEC LINE
8' W Gate (by others, location approx.)
30' CAMA BUFFER
EX. LAWN
EX. BULKHEAD
NEW BULKHEAD
N/F WARRINGTON, JOHN ETUX SONDA
N/F J218 LLC
N/F JBJ PROPERTIES LLC
EX. FLOATING DOCK
USACE SETBACK LINE
USACE CHANNEL LINE
6' ACCESS PIER
22.5'
UNCOVERED PLATFORM
6.0'
167.30' CAMA
73.71'
75.6'
15' RIPARIAN BUFFER
TAYLOR CREEK
EX. DECK OUTLINE
PROP. FLOATING DOCK
20.0'
10.0'
ADJACENT PROPERTY DECK & PIER OUTLINE
NO
DESCRIPTION
BY
DATE

Needlepoint Holly
300 Front Street

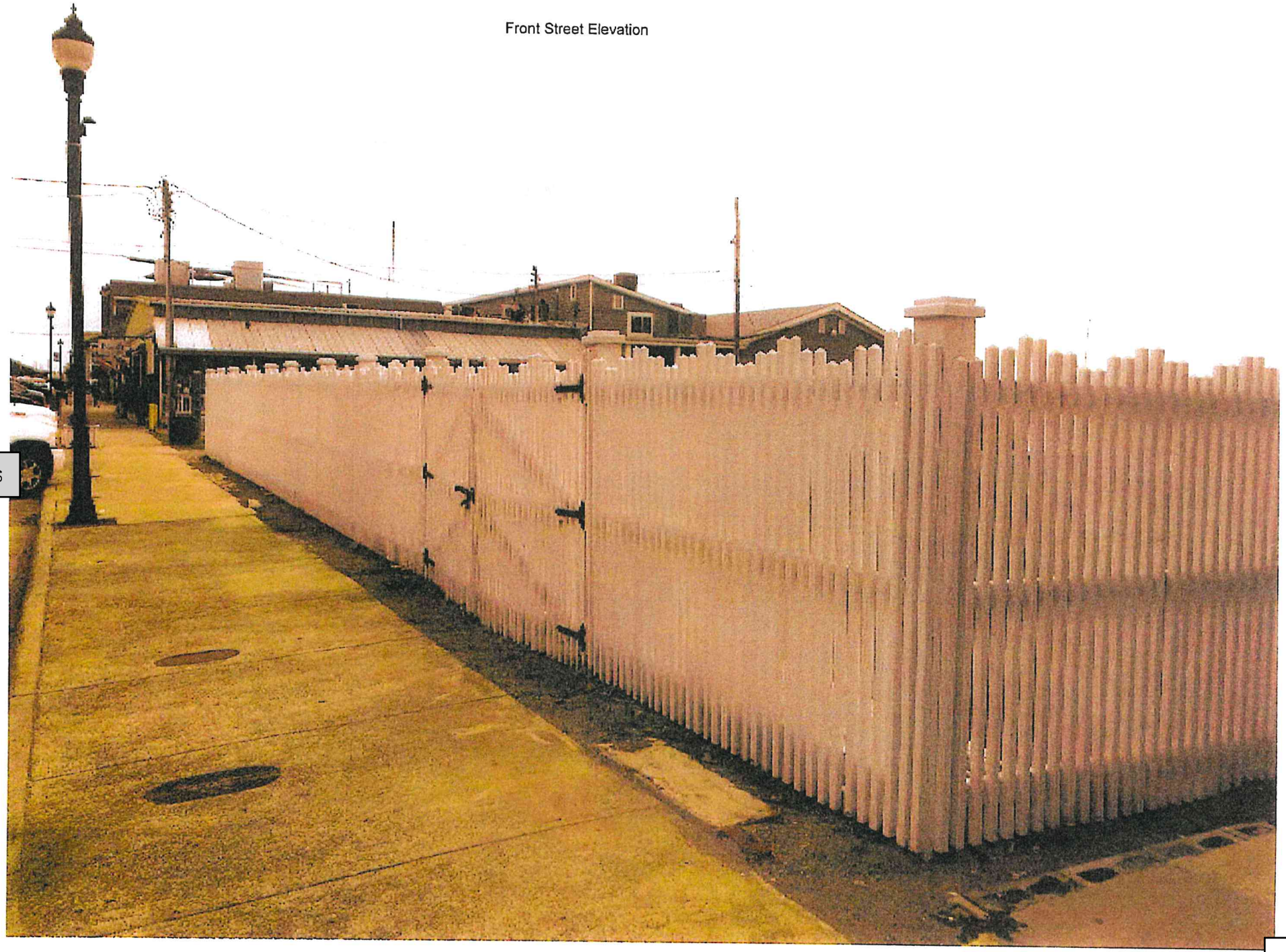
218 Front Street Streetscape Photos

Front Street Elevation

East Elevation looking West

Waterside Elevation

Front Street Elevation



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, March 2, 2021 – Virtual Meeting via Zoom

AGENDA CATEGORY: New Business

SUBJECT: Case # 20-17 204 Turner Street - Demolition

BRIEF SUMMARY:

On July 31, 2020 this application was paid for and Staff began the process of determining if the property was of Statewide Significance per Section 23-J of the Land Development Ordinance. Staff immediately contact Mr. John Wood of the State Historic Preservation Office as well as conferring with the Town Attorney and Mr. Wood on this matter together. Staff then contacted ten (10) consultants to see if they were interested in conducting research as to the Statewide Significance criteria as a woman's seminary/academy and only one responded, Cynthia de Miranda of MdM Historical Consultants, who through research determined that there was another woman's academy in Tarboro, NC (Email November 2020). Based on this information and again discussing with Mr. Wood, the Franklin Lodge is not likely to meet the Statewide Significance Criteria and therefor the Commission can hear the request and decide to approve the demolition or delay for a period of one year.

REQUESTED ACTION:

Conduct Quasi-Judicial Hearing and render a decision on the Findings of Fact & COA

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: January 13, 2021

Case No. 20-17

Request: Demolition of the Masonic Lodge Building at 204 Turner Street.

Applicant:
Flora Lea Louden
2020 Travianna Court
Raleigh, NC 276029

Property Information:

Owner: Same
Location: 204 Turner Street

Project Information:

In the District Survey, updated by Ruth Little, the structure at 204 Turner Street is described as the Franklin Masonic Lodge N. 109 – Large 2-story building, 3-bays wide, with a front clipped gable roof and raised stuccoed foundation. Plain siding, molded eave returns, molded cornice with decorative brackets, unusual sawnwork cornice, and decorative gable end rake board. 1 exterior replacement chimney, and 6/6 sash. Greek Revival entrance with double-leaf 6-panel doors, Doric pilasters, molded cornice with frieze, sidelights and transom. I-story hipped porch with chamfered post and traditional railing.

On Gray's 1882 map this building was the Beaufort Academy. By 1885 the building was a seminary, by 1898 a public hall, and by 1908 a Masonic Hall, which it still is.

On July 31, 2020 this application was paid for and Staff began the process of determining if the property was of Statewide Significance per Section 23-J of the Land Development Ordinance. Staff immediately contact Mr. John Wood of the State Historic Preservation Office as well as conferring with the Town Attorney and Mr. Wood on this matter together. Staff then contacted ten (10) consultants to see if they were interested in conducting research as to the Statewide Significance criteria as a woman's seminary/academy and only one responded, Cynthia de Miranda of MdM Historical Consultants, who through research determined that there was another woman's academy in Tarboro, NC (Email November 2020). Based on this information and again discussing with Mr. Wood, the Franklin Lodge is not likely to meet the Statewide Significance Criteria and therefor the Commission can hear the request and decide to approve the demolition or delay for a period of one year.

Material:

- Photos of 204 Turner Street

Attachments:

- Vicinity Map
- Adjacent Property Owners list
- COA Application
- John Wood Emails
- Cynthia de Miranda Email

Staff Findings:

Demolition of Buildings Guidelines

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. The 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 non-profit 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.

BHPC Case 20-17 204 Turner Street - Demolition

OWNER	AIL_HOU	MAIL_ST	MAIL_CITY	L_ST	AIL_ZI	AIL_ZI	MAIL_ADD2
AQUADRO,CHARLES ETUX GERALD	3	PINEWOOD AVE	SAVANNAH	GA		31406	
BRENNAN,DAVID ETUX SHELLY	207	TURNER STREET	BEAUFORT	NC		28516	
CARTERET COUNTY	302	COURTHOUSE SQUARE	BEAUFORT	NC		28516	SUITE 200
FIRST BAPTIST CHURCH BEAUFORT	403	ANN STREET	BEAUFORT	NC		28516	
LOUDEN,FLORA LEA	101	STURBRIDGE ROAD	RALEIGH	NC	1551	27615	C/O JAMES W ANKENY
WILSON,ROBERT MANTON L/T	209	TURNER ST	BEAUFORT	NC		28516	

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: Louden, Flora Lea

Applicant Address: 2020 Travianna Court Raleigh NC 27609

Business Phone: 252 528 8643 Email/Cell: forsale.info@gmail.com

Property Owner Name: Louden, Flora Lea

Address of Property: ~~Mozz~~ 204 Turner St Beaufort NC 28516

Phone Number: 252 528 8643 Email/Cell: forsale.info@gmail.com

PROJECT INFORMATION

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

Removal of existing building

Estimated Cost of Project: $ 30,000

Year House Built: 1910

Flora Lea Louden
Applicant Signature

7/3/2020
Date

Property Owner Signature (if different than above)

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.

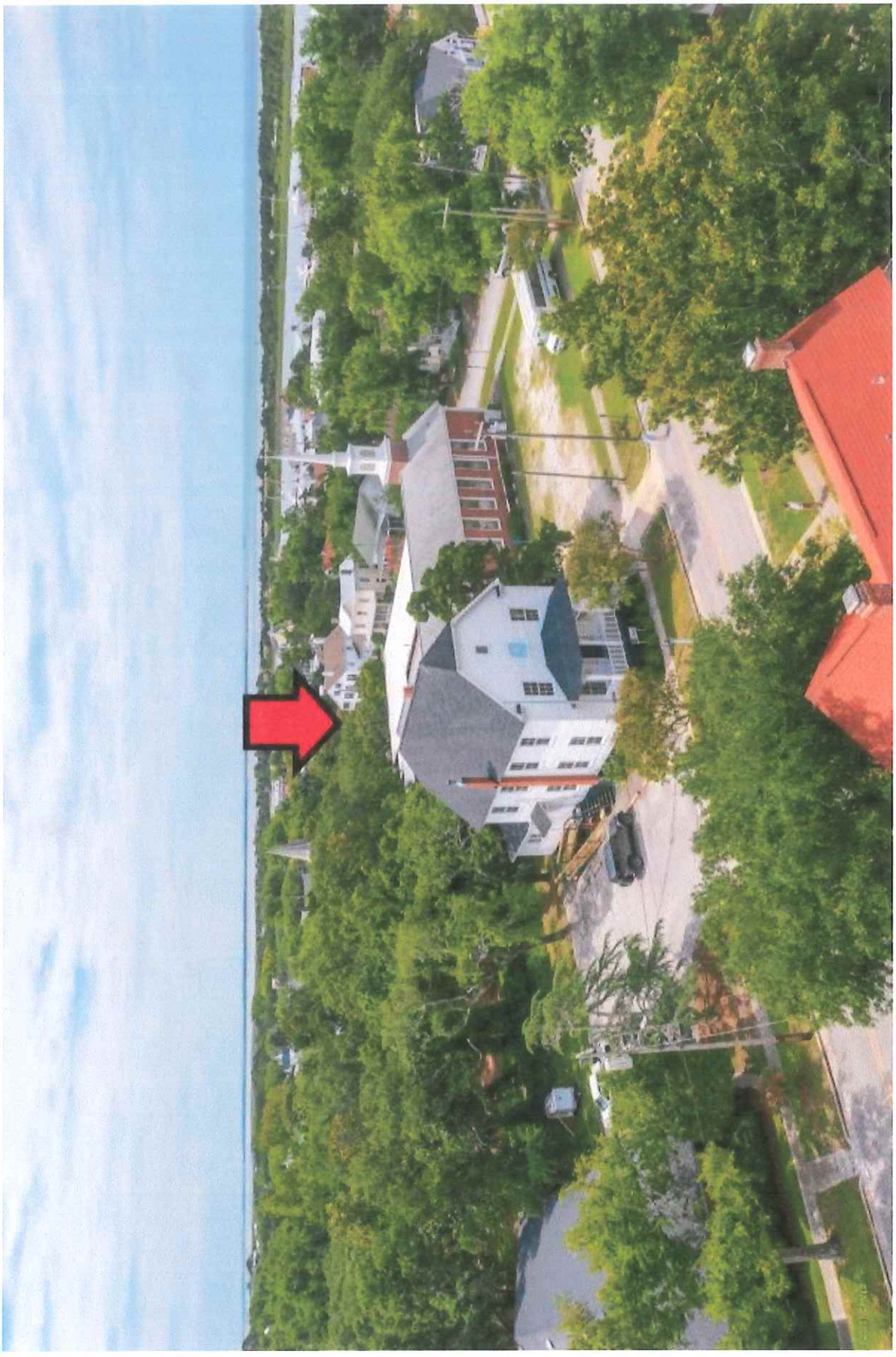
Adjacent property owners:

PARCEL NUMBER:	730617108836000
OWNER:	CARTERET COUNTY
PHYSICAL ADDRESS	210 TURNER STREET (Old Library)
MAILING ADDRESS:	302 COURTHOUSE SQUARE SUITE 200 BEAUFORT NC 28516
LEGAL DESCRIPTION:	PART LOT 92 BEAUFORT LIBRARY BUILDING

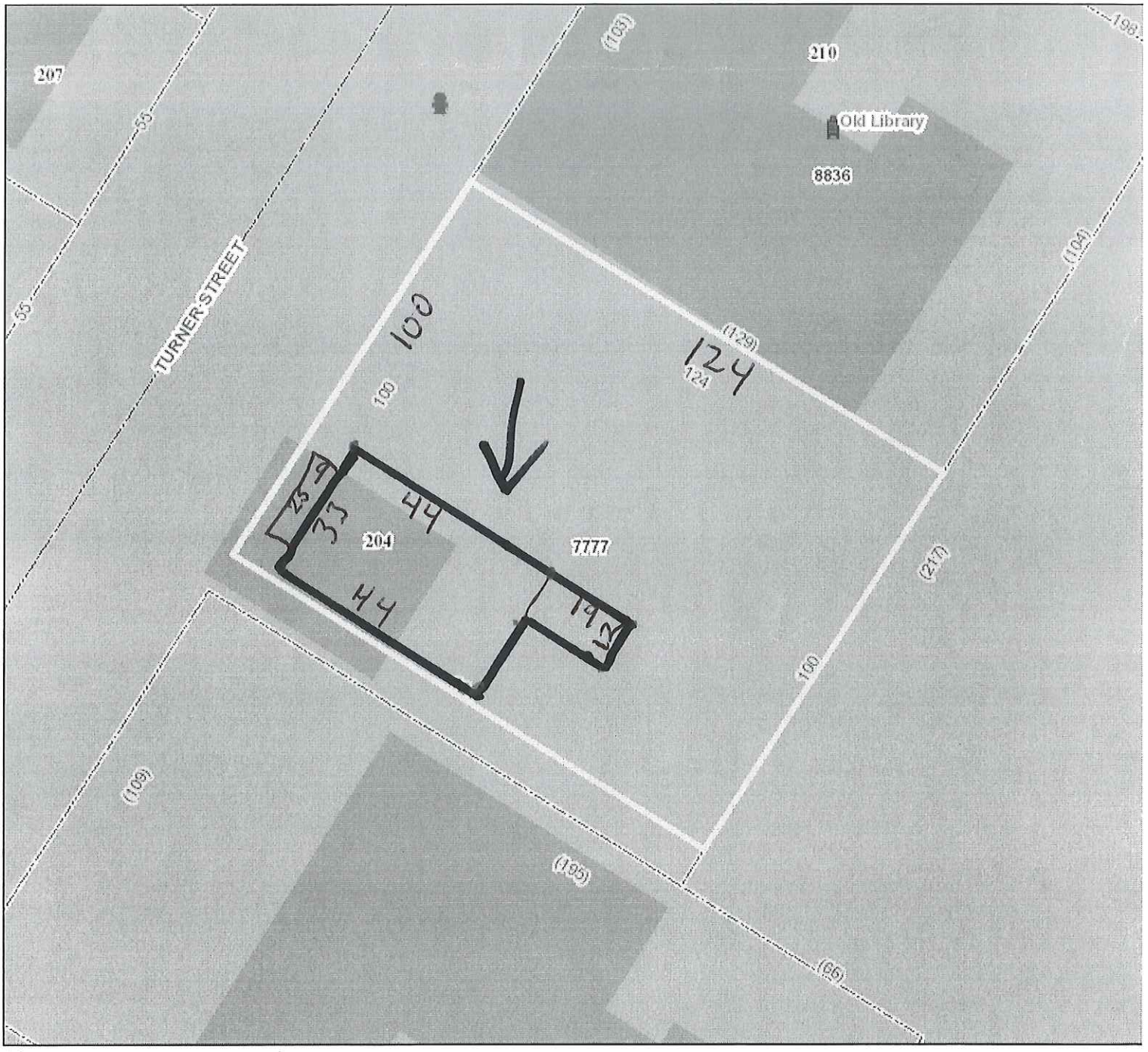
PARCEL NUMBER:	730617109762000
OWNER:	OLD TOWN CEMETERY
PHYSICAL ADDRESS	411 ANN ST BEAUFORT
MAILING ADDRESS:	
LEGAL DESCRIPTION:	PT L71 L82 L92 L101 OLD TOWN CEMETERY BEAUFORT

Alley (12'?) owned by town or county to connect to Cemetery closer to Ann street

Turner Street Proper 200 block



Carteret County, N.C.



July 5, 2020

he information displayed by this website is prepared for the inventory of real property found within this ju and is compiled from recorded deeds, plats, and other public records and data. Users of this information ources should be consulted for verification of the information contained on this site. Carteret County assumes no legal responsibility for the information contained on this site. Carteret County does not guarantee that th error. Furthermore, Carteret County may modify or remove map services and access methods at will.

Description:

Demolition of building at 204 Turner street. No planned removal of trees unless demolition requires it. Basic grading of lot as needed with existing soil. Seed with Rye. Possibly perimeter posts with cable for non trespassing.

STATE HISTORIC PRESERVATION OFFICE

OFFICE OF ARCHIVES AND HISTORY

NORTH CAROLINA DEPARTMENT OF NATURAL AND CULTURAL RESOURCES

NATIONAL REGISTER CONSULTANTS

July 2020

The following consultants have successfully completed National Register nominations according to National Park Service and State Historic Preservation Office standards ***between January 2017 and April 2020*** and have requested to be included on this list. Successful completion is defined as the timely submission in three or fewer drafts of a complete and correct nomination package that is approved by the Keeper of the National Register with the National Park Service, Washington, D. C. upon first submission. Titles of successful consultant nominations and the dates of listing are indicated. All nomination files are available for inspection at the Survey and National Register Branch of the Historic Preservation Office (HPO) located at the North Carolina State Archives and Library Building, Second Floor, 109 East Jones Street, Raleigh, North Carolina and all properties listed in the National Register are posted on the HPO website: https://www.ncdcr.gov/about/history/division-historical-resources/state-historic-preservation-office/architectural-3

NOTE: This list is provided as a service to individuals, organizations, and agencies planning to have a historic property nominated to the National Register of Historic Places. (For a list of archaeological consultants, please contact the Office of State Archaeology, 919/814-6552.) ***The State Historic Preservation Office does not attest to personal or corporate qualifications of these or any other consultants, whose level of experience and fees vary.*** Contracting individuals, organizations, and agencies are encouraged to ask any consultant for references and recent work samples. Questions about this list should be directed to the Survey and National Register Branch of the Historic Preservation Office (919/814-6587).

Consultant	Listing date (month/year), Nomination
Sybil Argintar Southeastern Preservation Services 166 Pearson Drive Asheville, NC 28801 828.230.3773 sybil.argintar@yahoo.com	5/17, Otto King House, Henderson County
Jaime L. Destefano, MSHP JLD Preservation Consulting, LLC Nashville, TN 37206 404.697.0004 JLD.PreservationConsulting@gmail.com	4/20, Mooresville Historic District (Boundary Increase), Iredell County 4/20, Reid Memorial Presbyterian Church, Iredell County
Jamie Dail 401 N. Heritage St. Kinston, NC 28501 252.527.5972 jamie@dunndalton.com	4/17, Imperial Tobacco Co. Office Building, Lenoir County

Consultant	Listing date (month/year), Nomination
Heather Fearnbach Fearnbach History Services, Inc. 3334 Nottingham Road Winston-Salem, NC 27104 Phone: 336.765.2661 Fax: 336.768.8166 heatherfearnbach@bellsouth.net	9/17, Granite Mill, Alamance County 9/17, J. M. Bernhardt Planing Mill & Box Factory, Caldwell County 9/17, Lenoir Cotton Mill / Blue Bell, Inc. Plant, Caldwell County 9/17, Highland Park Mill No. 1, Mecklenburg County 1/18, Magnolia Place (Boundary Decrease), Burke County 1/18, Caswell County Training School, Caswell County 1/18, North Carolina Industrial Home for Colored Girls, Orange County 1/18, East Spencer Graded School, Rowan County 5/18, Flynt House, Forsyth County 6/18, Haywood County Hospital, Haywood County 1/19, Stamey Company Store, Cleveland County 1/19, The Meadows (Boundary Decrease), Henderson County 5/19, Lexington Industrial Historic District, Davidson County 8/19, Taylorsville Milling Company Roller Mill, Alexander County 8/19, Carolina & Northwestern Railway Freight Station, Caldwell Co. 8/19, T. Austin & Ernestine L. Finch House, Davidson County 8/19, Bunyan S. & Edith W. Womble House, Forsyth County 8/19, Caromount Mills, Inc.,-Burlington Industries, Inc. Plant, Nash Co. 4/20, Granite-Cora-Holt Mills Historic District, Alamance County 4/20, Schley Grange Hall, Orange County
Clay Griffith Acme Preservation Services 825C Merriman Avenue #345 Asheville, NC 28804 828.281.3852 cgriffith.acme@gmail.com	5/17, Foster's Log Cabin Court, Buncombe County 1/18, James Madison and Leah Arcouet Chiles House, Buncombe Co. 1/18, Windover, Haywood County 5/19, Henry River Mill Village Historic District, Burke County
Mary Ruffin Hanbury Hanbury Preservation Consulting P.O. Box 6049 Raleigh, NC 27628 919.828.1905 maryruffin@hanburypreservation.com	5/17, Berry O'Kelly Historic District, Wake County (with Jeffrey A. Harris) 8/19, Gem Theatre, Cabarrus County 12/19, Warren Place, Northampton County 12/19, St. Ambrose Episcopal Church, Wake County
Martha B. and Michael O. Hartley Hartley & Hartley Consultants P.O. Box 834 King, NC 27021 336.287.1387 michael.orion.hartley@gmail.com mahartley@oldsalem.org	12/19, Evergreen Farm, Forsyth County

Consultant	Listing date (month/year), Nomination
M. Ruth Little, Ph.D. Longleaf Historic Resources 2312 Bedford Avenue Raleigh, NC 27607 919.412.7804 mruthlittle@gmail.com www.longleafhistoricresources.com	9/18, Oak Grove Cemetery, Wake County 9/18, Oberlin Cemetery, Wake County
Richard Mattson, Ph.D. and Frances Alexander Mattson, Alexander and Associates, Inc. 2228 Winter Street Charlotte, NC 28205 704.376.0985 – *R. Mattson* 704.358.9841 – *F. Alexander* rlmattson1@gmail.com fpalexander@att.net	9/17, Depot Historic District (Boundary Increase), Wake County
Jennifer F. Martin and Cynthia de Miranda MdM Historical Consultants, Inc. P.O. Box 1399 Durham, NC 27702-1399 Physical Address: 808 Parker Street Durham, NC 27701 919.368.1602 – *Jennifer F. Martin* 919.906.3136 – *Cynthia de Miranda* jennifer@mdmhc.com cynthia@mdmhc.com	9/18 – Minneola Manufacturing Co. Cloth Warehouse, Guilford Co. *-JM* 12/18, Asheville School, Buncombe Co. (Additional Documentation) *-CdM* 4/20, Cedar Grove School, Orange County *-JM*
Michelle Michael 204 Woodburn Road Raleigh, NC 27605 910.257.3047 historybydesign@aol.com	1/19, Bethlehem Baptist Church, Hertford County 4/20, Colerain Historic District, Bertie County
J. Daniel Pezzoni Landmark Preservation Associates 6 Houston Street Lexington, VA 24450 540.464.5315 gilespezzoni@rockbridge.net www.danpezzoni.com	5/19, Oakwood Historic District (Boundary Increase), Catawba County 12/19, Ridge Westfield Elementary School, Surry County 12/19, Ben and Barbara Graves House, Surry County 12/19, Mount Carmel Presbyterian Church & Cemetery, Richmond County and Montgomery County

Consultant	Listing date (month/year), Nomination
Laura A. W. Phillips 59 Park Boulevard Winston-Salem, NC 27127 336.727.1968 lawp@bellsouth.net	4/17, Rock Spring Camp Ground (Additional Documentation and Boundary Increase), Lincoln County
Eric Plaag, Phd Carolina Historical Consulting, LLC 703 Junaluska Rd. Boone, NC 28607 828.773.6525 ericplaag@gmail.com	9/18, Cicero Pennington Farm, Ashe County
Heather M. Wagner Slane hmwPreservation 54 Citation Drive Durham, NC 27713 336.207.1502 heather@hmwpreservation.com Heather M. Wagner Slane and Cheri Szcodronski	5/18, Concord School, Franklin County 9/18, William H. & Sarah H. Speas House, Forsyth County *with Sunny Stewart* 5/19, West Chapel Hill Historic District (Boundary Increase), Orange County 4/17, Little River High School, Durham County 1/18, West Martin School, Martin County 5/18, Allen Grove School, Halifax County 5/18, Mars Hill School, Madison County 5/18, Canetuck School, Pender County 6/18, Castalia School, Nash County 9/18, Bladen County Training School, Bladen County 9/18, Lincoln Heights School, Wilkes County 1/19, College Heights Historic District, Durham County 1/19, Cleveland School, Rowan County 8/19, Sanford Tobacco Co. Redrying Plant & Warehouse, Lee County

Kyle Garner

From: Cynthia de Miranda <cynthia@mdmhc.com>
Sent: Monday, November 16, 2020 2:54 PM
To: Kyle Garner
Cc: Wood, John
Subject: Masons meeting in Tarboro Female Academy

Hello, Kyle—

I have not heard from you since letting you know that your project schedule and my work schedule for the Beaufort Female Academy Statewide Significance report do not mesh. I presume that you did receive it.

I'm writing today because while working on another project, I came across this source that mentions that a lodge in Tarboro met in the Tarboro Women's Academy Building for about 50 years int he first half of the 19th century.

https://digital.lib.ecu.edu/16920#?c=0&m=0&s=0&cv=0&xywh=-772%2C-234%2C4542%2C4663

From what I can tell, the Tarboro Women's Academy Building is not extant, but I'm not certain about that.

Regardless, this will be helpful info for whoever does prepare the report.

Best,
Cynthia

Kyle Garner

From: Jill R. Quattlebaum <jrquattlebaum@nclawyers.com>
Sent: Tuesday, July 21, 2020 3:56 PM
To: Kyle Garner
Subject: RE: 204 Turner Street Certificate of Appropriateness for Demolition - Town of Beaufort, NC

Hi Kyle,

Looks good. Please keep us posted.

Thanks!

Jill

Jill R. Quattlebaum | Attorney
DRC Certified Mediator
Sumrell Sugg | nclawyers.com
T: (252) 633-3131 | M: (252) 670-6208
416 Pollock Street | P.O. Drawer 889
New Bern, North Carolina
jrquattlebaum@nclawyers.com

From: Kyle Garner [mailto:k.garner@beaufortnc.org]
Sent: Tuesday, July 21, 2020 3:45 PM
To: forsale.info@gmail.com
Cc: Jill R. Quattlebaum; Wood, John
Subject: 204 Turner Street Certificate of Appropriateness for Demolition - Town of Beaufort, NC

Ms. Louden,

I am writing you this email in regards to your application for a Certificate of Appropriateness to demolish 204 Turner Street.

While reviewing your application I noticed that you had not submitted a determination from the State Historic Preservation Officer as to if the structure was considered of Statewide Significance or not. This is found in Section 23-J (Historic Preservation Commission) of the Town of Beaufort Land Development Ordinance which is attached.

Based on this information not being included you have a couple of options which are:

- Withdraw you application, in writing, and decide that you would seek a determination from the State Historic Preservation Officer. When such a determination is made then you could reapply if determined the structure is not of Statewide Significance. I have included in this email a representative from the State Historic Preservation Office, Mr. John Wood, who is familiar with the history of this property and is willing to share what information he has on it. You can reach him via the email address above or via phone at 919-268-0318.

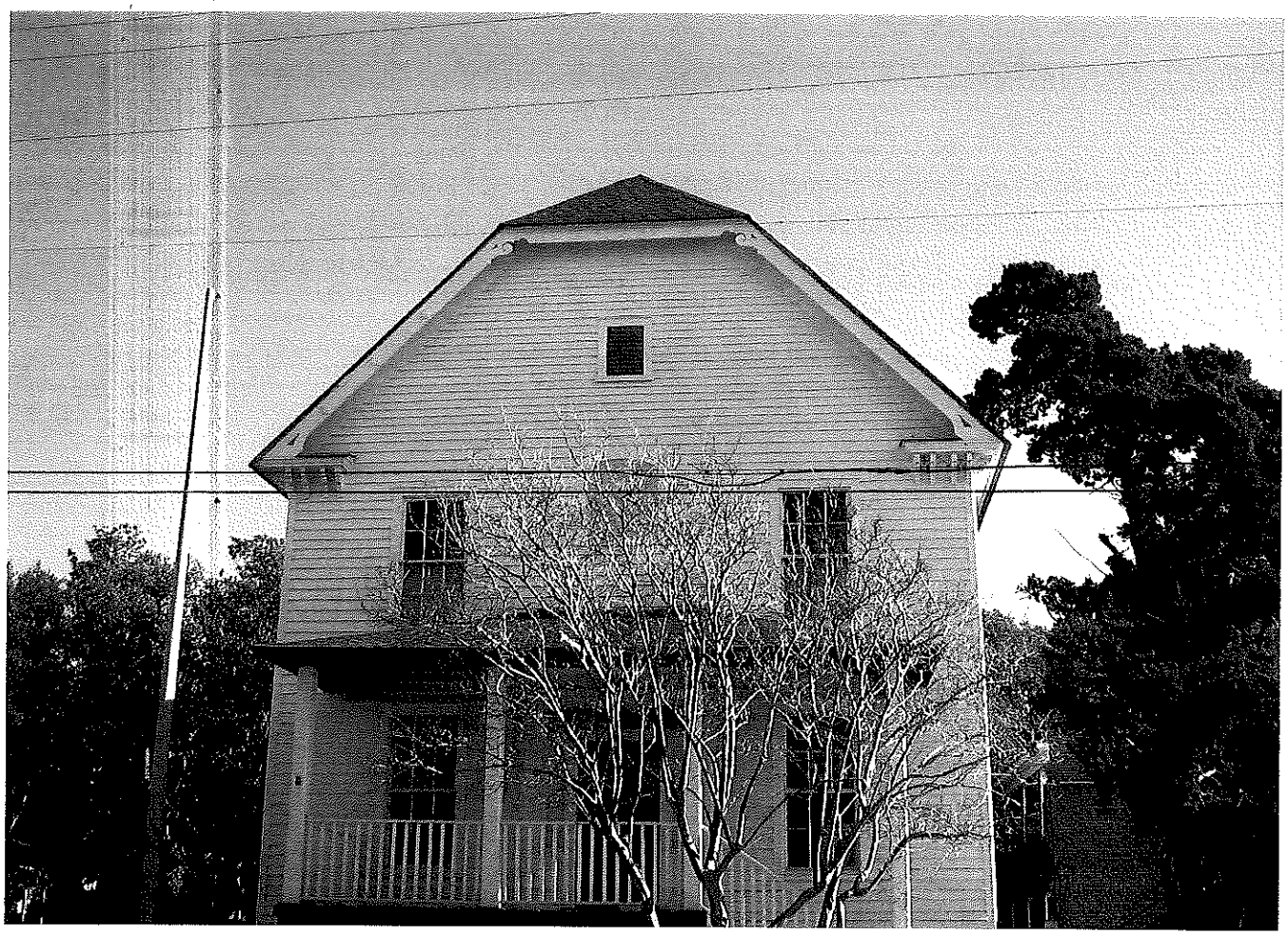
- Another option, is to decide that you wish to proceed with your application as submitted, in which case the Town of Beaufort would seek a determination from the State Historic Preservation Officer as to if the structure is of Statewide Significance then submit an application requesting it be considered for Statewide Significance if recommended by the Officer. This entire process could take up to 180 Days which means you might not have an answer for several months. If the structure is found to be of Statewide Significance then the structure shall NOT be demolished according to State Law.

I understand that this is a lot to consider at the moment, however I will need an answer by close of business this Friday, July 24, 2020 as to which option you wish to go with. I am also available to answer any questions you may have or provide clarification on anything mentioned above.

It is my desire to work with you to resolve this issue as soon as possible.

Sincerely,

Kyle Garner, AICP



Lodge

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, March 2, 2021 – Virtual Meeting via Zoom

AGENDA CATEGORY: New Business

SUBJECT: Case # 21-01 105 Front Street – Elevation of Existing Structure & Renovations.

BRIEF SUMMARY:

The owner wishes to elevate the structure to meet the flood standards of the Town and make some external renovations to the structure as well.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

20 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A

BHPC STAFF REPORT

To: BHPC Members

From: Kyle Garner, Planning Director

Date: February 18, 2021

Case No. 21-01

Request: Elevation of Existing Structure & Renovations.

Applicant: Filter Design Studio, PLLC
712 Arendell Street
Morehead City, NC

Property Information:

Owners: Willport, LLC
Location: 105 Front Street
PIN#: 730617001940000

Project Information:

- In August 2012 this property was determined as a structure of Statewide Significance. In his letter dated August 2, 2012 State historic Preservation Officer, Jeffery Crow, describes the "Duncan House" as "an example of the whole being greater than the sum of its parts. Individually, each aspect of the Duncan House is locally significant, but when all of the aspects are considered together, the importance of the Duncan House increases. By virtue of its type, location, and siting, this imposing and largely intact example of a "Beaufort House" stands as a key element in establishing the character of the nationally significant Beaufort House District."

Proposed work:

- See Attached Description from Applicant.

Material:

- See Attached Description from Applicant.

Color:

See Attached Description from Applicant.

Attachments:

- Area map
- List of adjacent property owners used for mailing notifications
- COA application and supporting materials supplied by applicant

	Request	Material/Type/Color	Location
	New Roof	Wood Cedar Shakes Gutters & Downspouts - Copper	Entire Roof
	Chimney & Brick Columns	Reclaimed & Similar New	
	Doors	6-Panel Wood Door – Painted to match existing	Front Door
	Shutters	Same Material Painted Black	All Shutters
	Porches	Fix Railing	Front Rear & East Side
	Foundation	Reclaimed Brick & Wood Louvers	Entire Foundation
	Landscaping	Planting Bed 1 Crepe Myrtle to be removed	Front, West & East Side East side of house
	Fence & Walls	Beaufort 4’ Scalloped Wood Fence Painted White	Front-East & West Side
	Lighting	Gas Lanterns	Front
	Parking	Gravel to existing Garage	West Side & East Side

Guidelines:

Roof Guidelines

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

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

6.1.6 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.

Brickwork and Masonry Guidelines

6.3.1 Retain and preserve historic brick and masonry elements, including walls, chimneys, foundations, and retaining walls. Preserve masonry elements that are character-defining features of the building or property.

6.3.6. For repointing, use only mortars that are compatible with historic mortars in color, strength, and joint finish or surface tooling. Maintain the historic joint width, joint profile, and bond patterns when making repairs. Modern mortars may cause damage to older, softer brick.

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

6.3.8. When replacing damaged brick or stone, use replacements that match the original units as closely as possible.

Window and Door Guidelines

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

6.4.9. Preserve and repair original or historic shutters. It is appropriate to add louvered shutters to a historic structure if there is evidence that it once had blinds. All shutters shall be installed so that they will fit the window frame opening if closed and shall be of correct proportions for each window. Blinds shall be provided with operable hardware, consisting of hinges, pintles and holdbacks located in the appropriate positions. Shutters may be operable or fixed. Shutters made of synthetic or substitute materials that duplicate the look, appearance and patina of wood may be allowed. They should not be nailed or screwed onto the building surface.

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.

6.5.7. 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.

Foundations Guidelines

6.6.1. Retain and preserve original and historic foundations and related elements wherever possible, including: pier size, vents, grilles, lattice, materials, and other significant details.

6.6.2. Retain and preserve existing historic materials wherever possible, rather than replace. For repairs or rebuilding, select new brick, mortar, ballast stones, and other materials to match the historic materials as closely as possible in all respects.

6.6.4. New vents or access doors should be centered between piers. Use inconspicuous vents, such as black iron or dark plastic, rather than unpainted aluminum. Locate access doors and other new openings in areas not visible from public view.

6.6.5. For infilling between existing brick piers, construct a curtain wall that is recessed approximately 1" to 2" back from the outer face of the piers so the original piers stand out; use this treatment for both old and new foundations. Flush foundations and infill are not appropriate. Concrete block may be used only if covered with a veneer of brick or sand-finished stucco. Leave foundations under porches open wherever possible to promote air circulation to prevent rot and deterioration; use wood lattice or grilles to enclose.

6.6.6. Wood grilles or lattice are appropriate for infill if compatible with the period or style of the structure. Stock lightweight lattice is not appropriate in areas in the public view.

6.6.9. The raising of a building's foundation should be undertaken for sound structural and/or flood control reasons ONLY, and these reasons should be well-documented by flood maps, an architect or engineer's report accompanying an owner's COA application.

Landscaping Guidelines

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

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

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

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

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

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

8.1.14. Use a combination of fences and plantings to screen parking lots. To provide adequate visibility for drivers entering and leaving, screening should not exceed height of three (3) feet at the street/sidewalk edge. (SEE OFF STREET PARKING GUIDELINES for more details)

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.

8.2.6. Use a combination of fences and plantings to screen parking lots. To provide adequate visibility for drivers entering and leaving, the fence should not exceed a height of three (3) feet at the street/sidewalk edge. (SEE OFF-STREET PARKING GUIDELINES for more details)

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.

Off-street Parking Guidelines

8.5.1. Locate new 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.

Archaeology Guidelines

8.8.1. Retain and preserve archaeological resources that are important to the history of the site or district.

8.8.2. Minimize ground-disturbing activities in the historic district to avoid possible damage or destruction to known or unknown archaeological resources.

8.8.3. Recognize that archaeological resources exist both below ground and below water.

8.8.4. Preserve archaeological resources intact in their original state and location wherever possible.

8.8.5. When disturbance of archaeological resources is unavoidable, use qualified archaeologists to employ contemporary methods of investigation and evaluation.

Demolition of Buildings Guidelines

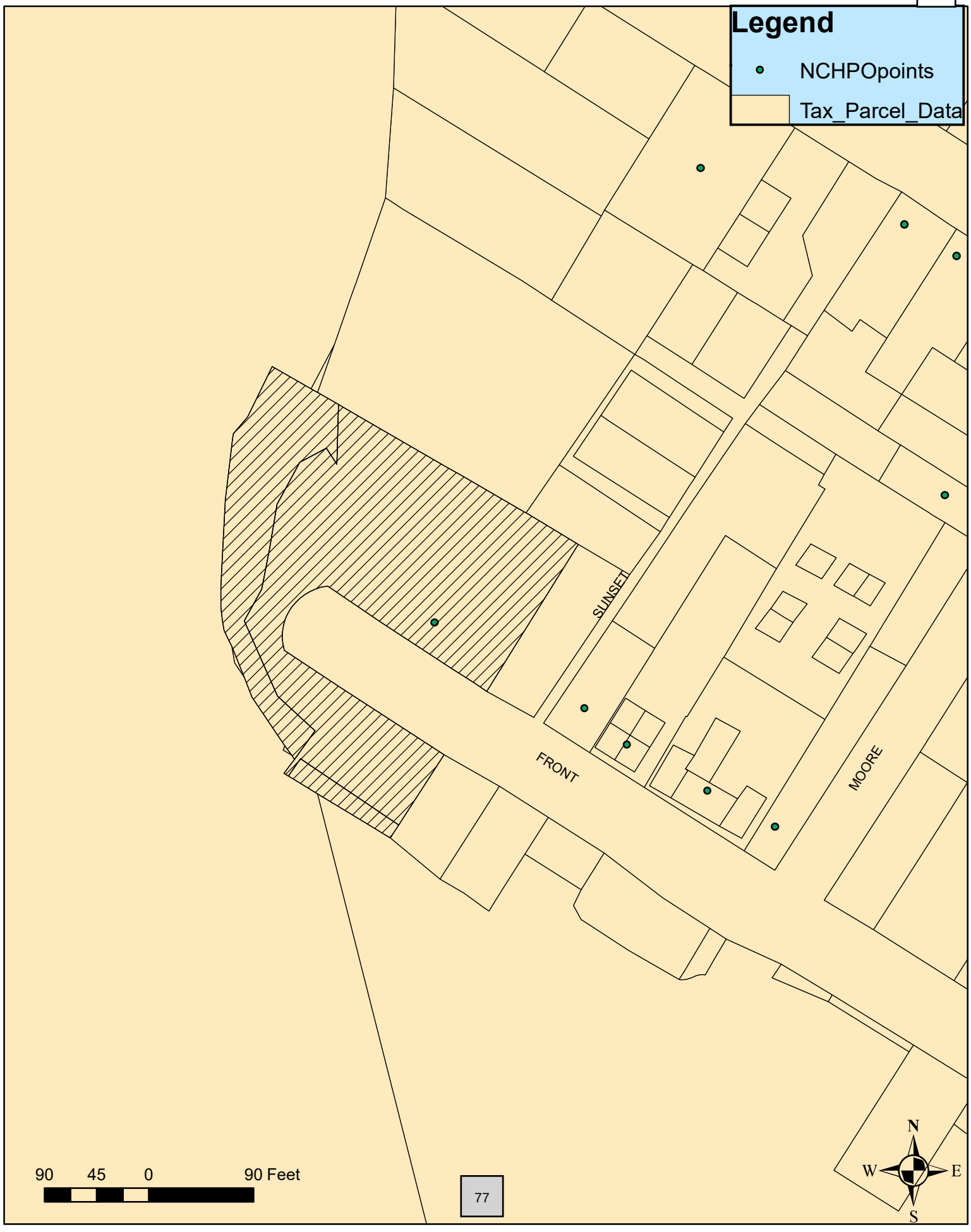
10.1.3. Salvage architectural features and building materials for reuse or study. Contact antique dealers and used building supply establishments to arrange for removal. Consider donations of items to interested non-profit organizations or museums or the NC-SHPO.

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

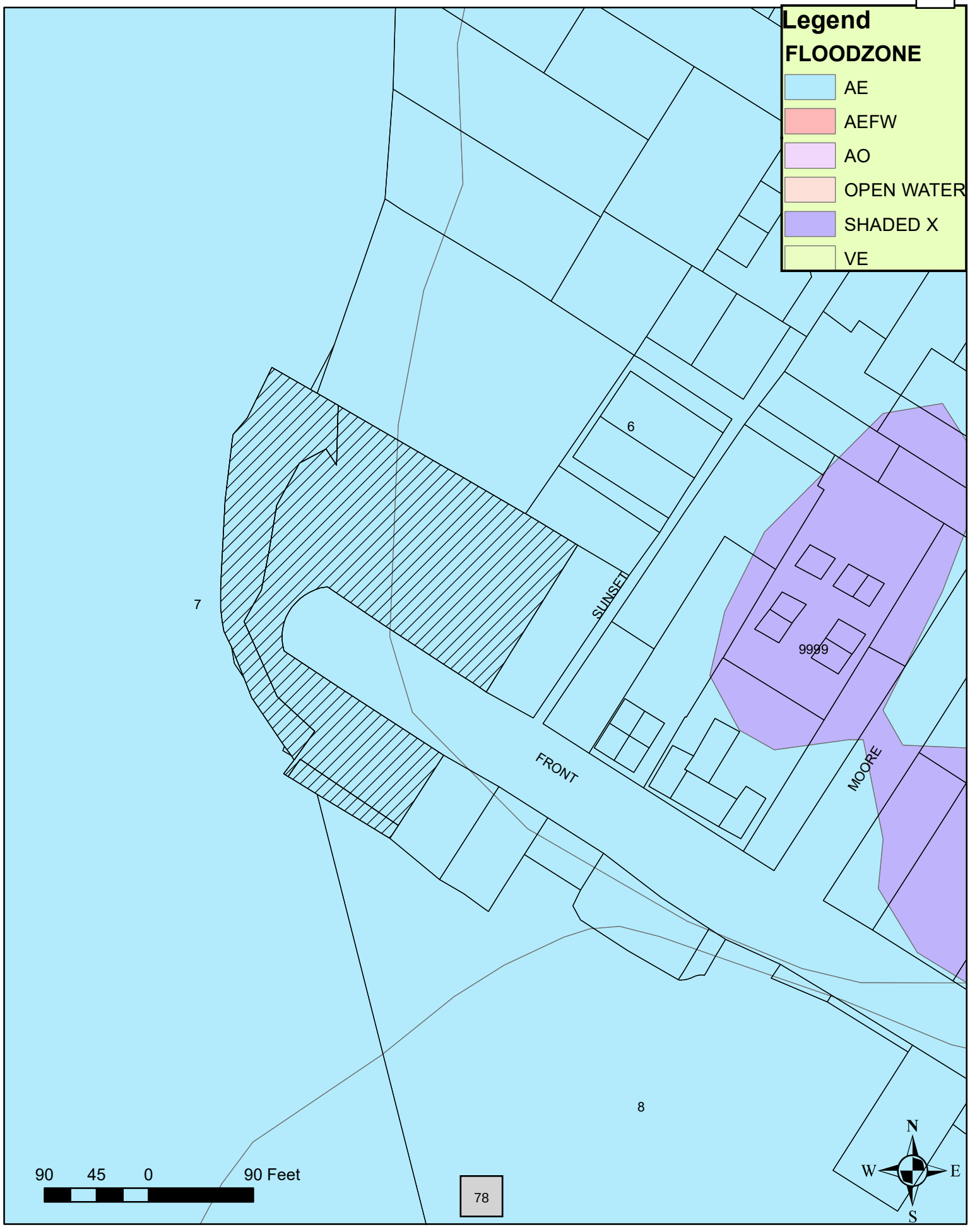
10.1.5. Retain mature trees on site.

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

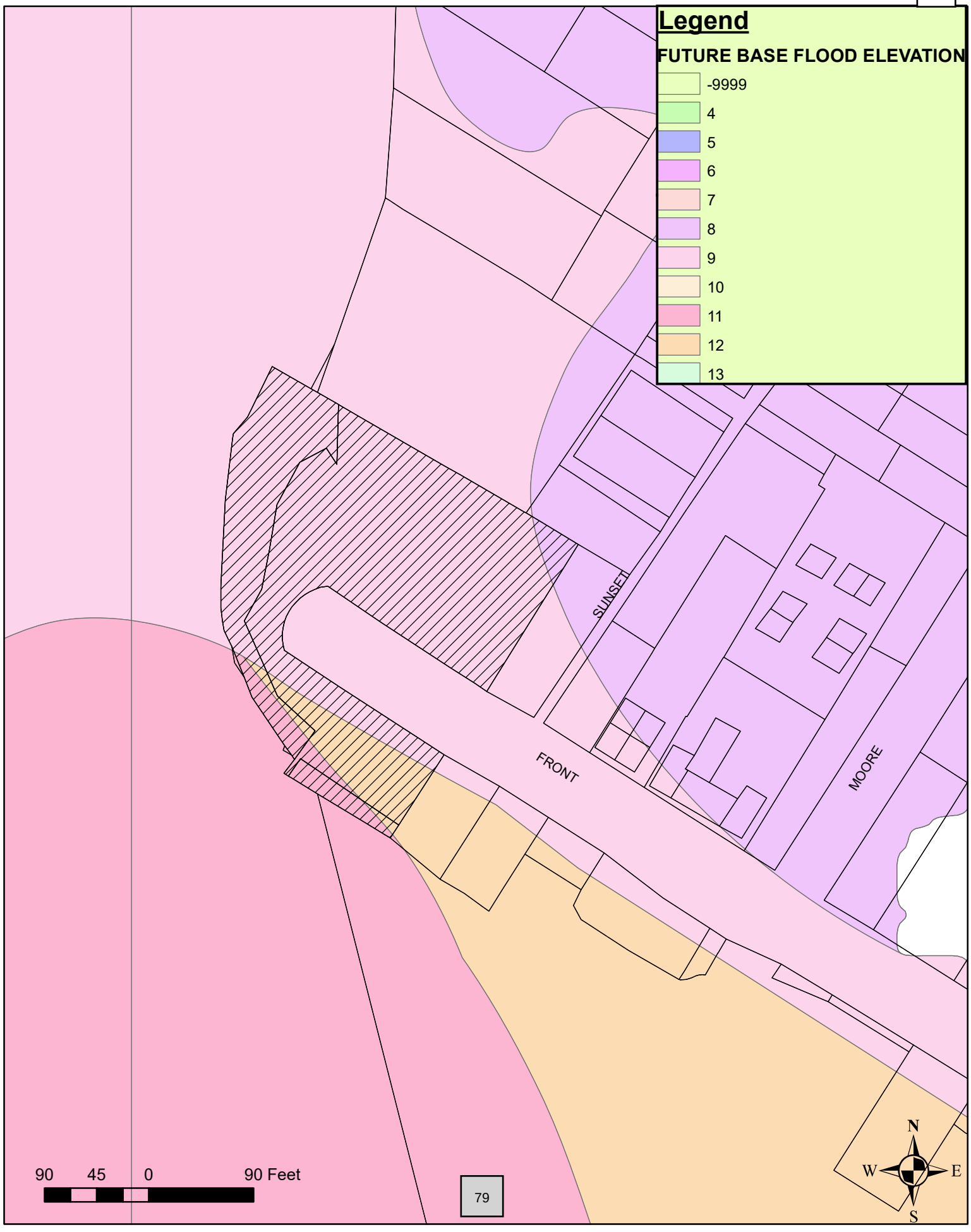
BHPC Case 21-01 105 Front Street - Elevation of Structure



BHPC Case 21-01 105 Front Street - Elevation of Structure



BHPC Case 21-01 105 Front Street - Elevation of Structure



OWNER	IL_HOU	MAIL_ST	MAIL_CITY	L_ST	MAIL_ZI
FLOW,VICTOR I JR ETUX RODGERYN	18	GRAYLYN PLACE CT	WINSTON SALEM	NC	27106
LITTLEWOOD,GEORGE F ETUX PAGE	113	FRONT STREET	BEAUFORT	NC	28516
WOOTEN,WILLIAM B ETUX MARGARET	282	MCNAIR RD	TARBORO	NC	27886

5

Application
Certificate of Appropriateness
Renovation & Addition – 105 Front Street

Applicant	Filter Design Studio, P.L.L.C.
Design Proffessional	Filter Design Studio, P.L.L.C.
Contractor	To Be Determined

filter
DESIGN STUDIO
Architecture | Planning | Landscape Architecture

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

CERTIFICATE OF APPROPRIATENESS APPLICATION
FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT

Instructions:

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

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Filter Design Studio PLLC (Jay Horton)

Applicant Address: 712 Arendell Street, Morehead City, NC

Business Phone: (252) 917-8415 Email/Cell: office@filterdesignstudio.com

Property Owner Name: Willport LLC

Address of Property: 100, 101, 103, 105, Front Street, Beaufort, NC, 28516

Phone Number: _____ Email/Cell: _____

PROJECT INFORMATION

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

Estimated Cost of Project: $ 60-75k Year House Built: 1901

_____ _____
Applicant Signature Date

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

Project Description

The goal of this project is to stabilize the structure for the owner on the current property and preserve the historical integrity of the structure. We are proposing to elevate the existing main structure with a small shift to the North of the site to allow for the additional steps required. A new enlarged parking pad is porposed at the existing driveway to the west side of the drive in front of the Garage. A new driveway will be added on the East side of the residence with a parking pad to align with the existing curb cut. While raising the house the applicant is proposing raising the sidewalk elevation in the right of way approximatly one foot to align with the relationship at the adjoing residences. This will minimize required number of stairs which minimizes the required shift to the North. In addition, the elevated sidewalk and backfill around the house improves drainage and lowers the apparent elevation change to the proposed foundation. The proposed foundation shall be screened with boxwoods and creeping fig to further limit the visual effect of raising the residence for flood proofing.
The proposed elevation will raise the main structure above the existing flood plain and free board. The on-site driveway renovation and expansion will minimize the on-street parking. The existing shutters, gutters, and roof will be restored to match their earlier state, enhancing the historic appeal of the dwelling.
The proposed elevation of the main dwelling will preserve the future life of the structure and the new foundation will use reclaimed brick or similar with a parge coat and wood louvers that will resemble period appropriate construction techniques and practices. The driveway renovation and expansion will be completed using gravel from Front Street to the existing garage and along side the Eastern side of the dwelling. To enhance the historic integrity of the structure the existing shutters will be returned to their black historic state, gutters and downspouts will be copper, and the roof will be returned to wood shakes.
Please see attached plan set for details.

Project Specifications

The project will be constructed of a continuous concrete footer with reclaimed brick with a prage coat finish to match the historic nature of the existing dwelling as close as practical and is to meet 2018 NC Residential Building code for foundations. In addition the new foundation shall have FEMA compliant flood vents installed that also provide adequate air flow and ventilation to the new new crawlspace. These vents to be screened by plantings to minimize their visual impact. There shall be painted pressure treated wood louvres between the masonry piers at the front porch to allow for adequate ventilation, similar to other house located on front street in Beaufort. The driveway renovation and expansion is to be gravel and is to meet Beaufort Land Development Ordinance 2013 for parking and access.

Adjacent Property Owners

102, 113, Front Street, Beaufort, NC, 28516 – Apperson, Luther V
PO Box 625 La Grange, NC, 28551

95 Sunset Lane, Beaufort, NC, 28516 – Apperson, Zachary V ETAL
PO Box 625 La Grange, NC, 28551

110 Ann Street, Beaufort, NC, 28516 – Flow, Victor I JR. Etux Rodgeryn
18 Graylyn Place Court, Winston Salem, NC, 27106

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

View from Front street, dwelling to be elevated above flood plain and free board. Existing driveway cut to remain. 1st Crepe Myrtle immediately adjacent East side of house to be removed for stair access off front porch to sidewalk.

View from Front Street, dwelling to be elevated above flood plain and free board, existing driveway cut to remain. 1st Crepe Myrtle immediately adjacent to East side of house to be removed for access during construction Power pole and line disturbance to be determined by power company. Existing fence proposed to be removed and replaced with standard Beaufort scalloped fence.

View from Front Street, East side front porch 1st Crepe Myrtle immediately adjacent to side of porch to be removed for access during construction. Existing fence proposed to be removed and replaced with standard Beaufort scalloped fence.

Existing concrete step to be removed and new wood stairs are proposed in the same location with match wood railings. Remove existing entry door and replace with 6 panel wood door, to be stained finish, Final door style and finish to be approved in seperate submittal to HBC. Remove existing lanterns on front porch, proposed replacement with historic gas lanterns

View from Front Street, house to be elevated above flood plain and free board 1st Crepe Myrtle immediately adjacent to East and West side of house to be removed for access during construction. Remove existing entry doors and replace with 6 panel wood doors,to be stained finish, Final door style and finish to be approved in seperate submittal to HBC. Power pole and line disturbance to be determined by power company. Existing fence proposed to be removed and replaced with standard Beaufort scalloped fence. Existing front porch steps to be removed, new wood stairs are proposed in the same location with matching wood railings. Asphalt shingle roof proposed to be replaced with Cedar shake.

View from Front Street, house to be elevated above flood plain and free board 1st Crepe Myrtle immediately adjacent to East and West side of house to be removed for access during construction. Remove existing entry doors and replace with 6 panel wood doors,to be stained finish, Final door style and finish to be approved in seperate submittal to HBC. Power pole and line disturbance to be determined by power company. Existing fence proposed to be removed and replaced with standard Beaufort scalloped fence. Existing front porch steps to be removed, new wood stairs are proposed in the same location with matching wood railings. Asphalt shingle roof proposed to be replaced with Cedar shake.

View from Front Street, house to be elevated above flood plain and free board 1st Crepe Myrtle immediately adjacent to West side of house to be removed for access during construction. Existing fence proposed to be removed and replaced with standard Beaufort scalloped fence.

View of West side of dwelling, house to be elevated above flood plain and free board. Existing shutters to be removed and replaced with black historic period correct to match previous existing shutters. Existing fence proposed to be removed and replaced with standard Beaufort scalloped fence. Existing foundation to be removed, proposed elevated brick masonry foundation with parge coating.

View of West side of dwelling, house to be elevated above flood plain and free board. Existing shutters to be removed and replaced with black historic period correct to match previous existing shutters. Existing fence proposed to be removed and replaced with standard Beaufort scalloped fence. Existing foundation to be removed, proposed elevated brick masonry foundation with parge coating.

View of West side of dwelling, house to be elevated above flood plain and free board. Existing shutters to be removed and replaced with black historic period correct to match previous existing shutters. Existing fence proposed to be removed and replaced with standard Beaufort scalloped fence. Existing foundation to be removed, proposed elevated brick masonry foundation with parge coating. Existing Kitchen steps to be removed and new stairs with brick piers with parged coating at landings and painted pressure treated louvres and railings to match existing are proposed

View of North side of dwelling, house to be elevated above flood plain and free board. Existing foundation to be removed, proposed elevated brick masonry foundation with parge coating. Relocating existing electric, gas, and other utilities from rear of house, location TBD

View of North side of dwelling, house to be elevated above flood plain and free board. Existing foundation to be removed, proposed elevated brick masonry foundation with parge coat. Relocating existing electric, gas, and other utilities from rear of house, location TBD. Removal of homeward windows on East and West kitchen, proposed replacement with wood doors. Additional door proposed along North facing wall between East and West kitchen. Proposed covered shed roof, new decking, stairs leading to grade and infill railing to match existing railings on dwelling

View of North side of dwelling, house to be elevated above flood plain and free board. Existing foundation to be removed, proposed elevated brick masonry foundation with parge coating. Relocating existing electric, gas, and other utilities from rear of house, location TBD

View of North side of dwelling, house to be elevated above flood plain and free board. Existing foundation to be removed, proposed elevated brick masonry foundation with parge coating. Relocating existing electric, gas, and other utilities from rear of house, location TBD

Existing detached garage. Existing raised panel garage doors to be replaced with new wood carriage house doors, style, color, and finish to be submitted as a seperate submission for Beaufort HBC approval.

View of 110 Ann Street, No proposed impact

View of 95 Sunset Lane, No proposed impact

View of 113 Front Street, No proposed impact

View of 113 Front Street, No proposed impact

View of 113 Front Street, No proposed impact

View of 113 Front Street, No proposed impact

View of North side of East kitchen, house to be elevated above flood plain and free board. Existing foundation to be removed, proposed elevated brick masonry foundation with parge coat. Relocating existing electric, gas, and other utilities from rear of house, location TBD. Remove gutters and downspouts, proposed copper gutter and downspout replacement. Proposed new painted wood stair with matching painted wood railings per drawings.

Existing concrete step to be removed and front porch to be infilled with matching railing at old stair. Cistern to adjusted if required.

Cistern to be adjusted as required, repainted to matching dwelling color.

Existing concrete step to be removed and front porch to be infilled with matching railing at old stair. Cistern to be adjusted as required, repainted to matching dwelling color.

View of West side seawall and tidal pond, no impact

View of West side seawall and tidal pond, no impact

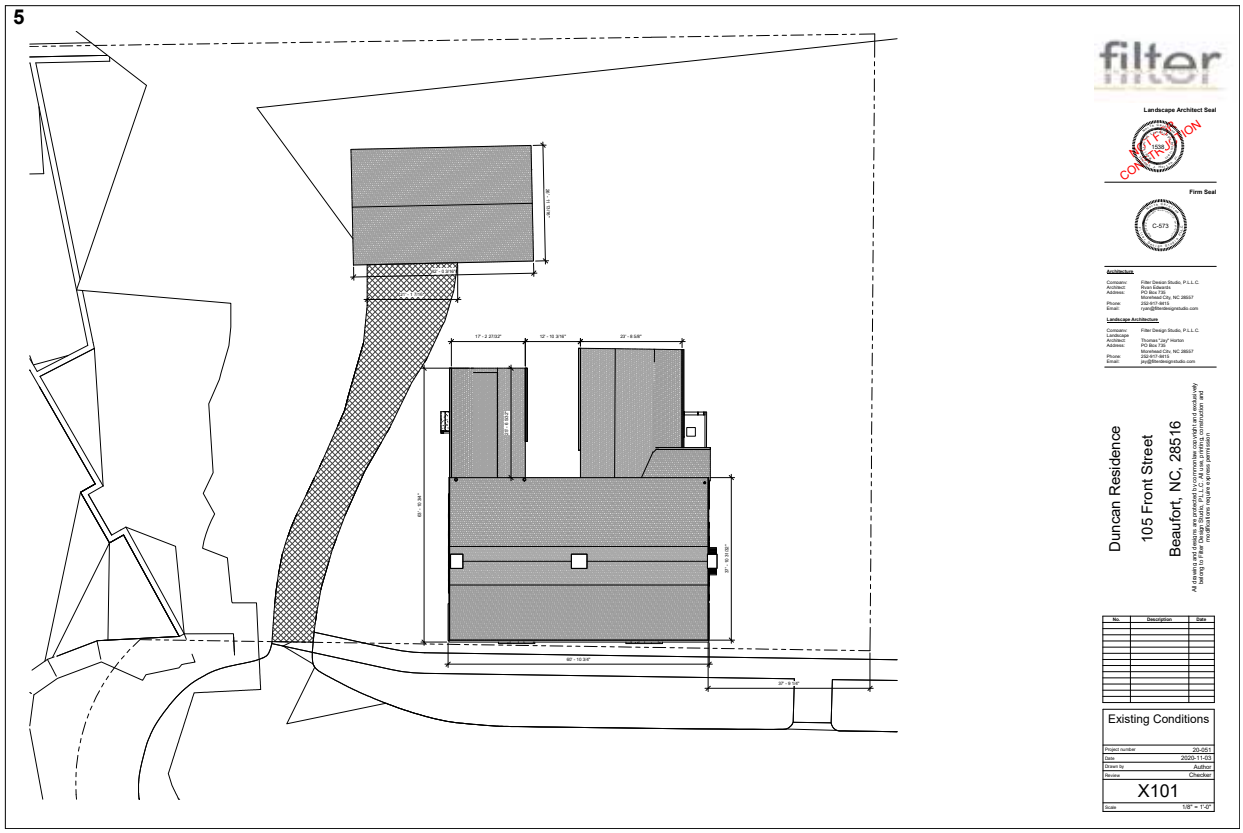
View from Front Street toward dock, no impact.

View from Front Street toward dock, no impact.

View from Front Street toward dock, no impact.

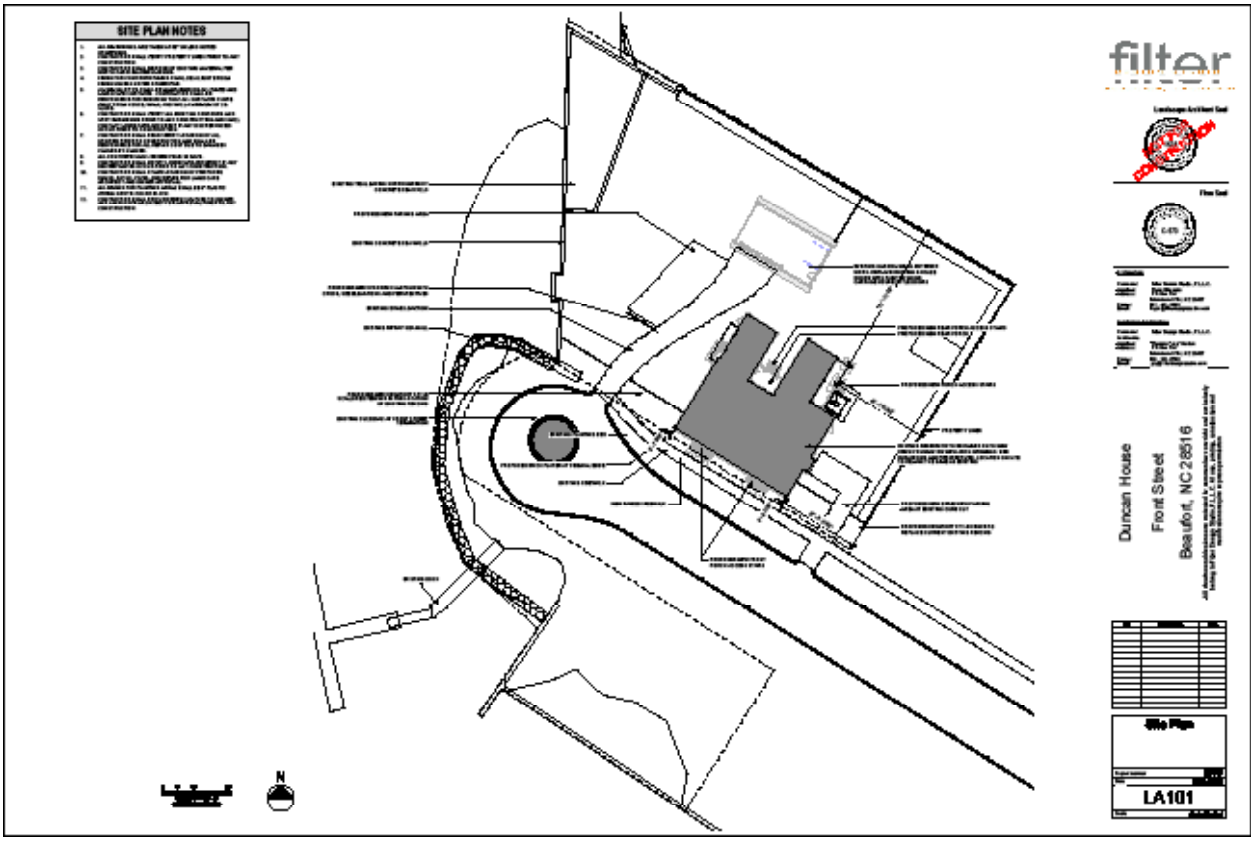
Existing Site Plan

Existing Site pLan showing current relationships of the building to the sdewalk, propoerty line and adjacent propoerties. Large scale versions have been included with the drawings enclosed with this application.



Proposed Site Plan

Proposed Site Plan showing the residence moving towards the North approximately two feet to accommodate the additional stairs to access the front porch due to the raising of the existing structure. This would bring the residence closer in line to the rest of the structures on the block and the next block. Several of these adjacent structures are historic and the relationship of the buildings to the sidewalk and right of way is consistent with historic fabric of Front Street with-in the historic District. In addition the shift to the North would allow for the step to sidewalk relationship to remain as it currently exists and the approach to the residence would remain the same. As a measure to reduce the overall appearance of the height adjustment and to minimize the number of new treads required, which minimizes the amount of shift towards the North, the applicant is recommending that the sidewalk be raised in realtionship to the street to be in line with the elevation of the sidewalk at the other residences on the block which would result in an approximate raise of one foot and would again result in a consistent relationship in the historic district at that end of Front Street. Large scale versions have been included with the drawings enclosed with this application.



Shutters

Proposed - Black Historic Period Correct shutters to match previous existing shutters.

Roof

Proposed - Cedar Wood Shakes

Foundation

Proposed - Reclaimed brick or similar with parge coat

Old Carolina Brick Company
Tryon #750

Old Carolina Brick Company
Charleston #440

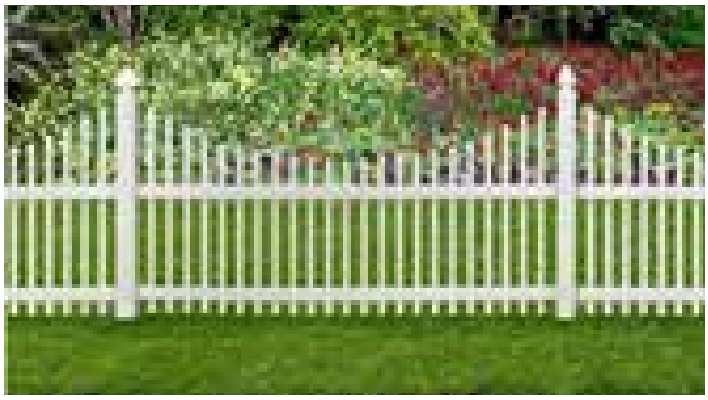
Example of parged oldworkd
brick wall, color to white to match
existing

Driveway Extension

Finish to be determined and separate approval will be requested from Beaufort HBC, prior to work

Fence

Proposed - Scalloped Beaufort Style Fence



Porch Railings

Proposed - Painted Pressure Treated Wood to Match Existing, see Sheet A802

Porch Louvers

Proposed - Custom wood Louvers, paint to match dwelling

Exterior Doors

Lower Front Porch Entry Doors shall be replaced with new 6 panel doors similar to the historic doors on the project. Exact door materials, colors, style, and design shall be submitted for approval by Beaufort HBC prior to ordering and installation.

Gutters and Downspouts

Proposed - custom copper half round gutters with round downspouts as shown in elevation drawings

Flashing

Proposed - Custom Copper Flashing

Lighting

Proposed - Gas Lanterns

Manufacure: Bevelo
Model: Nautical/Mariner

Flag Pole

Proposed - Wood Flag Pole

Foundation Plantings

Proposed - Creeping Fig and Boxwoods

Creeping Fig

Boxwood

Planned Demolition

1. Front concrete steps to be removed
2. Remove existing shutters proposed to be replaced with black historic period correct to match previous historic shutters
3. Remove asphalt roof to be replaced with cedar wood shake roof
4. Existing fence to be removed and replaced with Beaufort scalloped fence
5. Remove existing entry doors to be replaced with new 6 panel doors, style to be approved by Beaufort HBC in seperate submittal.
6. Remove existing lanterns on front porch, proposed replacement with historic gas lanterns
7. Remove existing foundation to be replaced with elevated masonry foundation with parge coating, foundation vents to be included for flood venting and air circulation, vents to be screened by plantings.
8. Remove existing side staircase and step railings off West side kitchen of house, proposed infill of matching railings.
9. Remove existing lattice from West side kitchen to be replaced with new exterior stairs to grade.
10. Remove all existing gutters, proposed replacement with copper half round gutter and down spouts.
11. Remove small tree off west side kitchen of house for house elevation.
12. Relocate existing electric, gas, and other utilities from rear of house, location TBD
13. Remove x3 trees between on South side of dwelling between West kitchen and East Kitchen
14. Existing picket fence in central backyard owner option to possibly replace with Beaufort style.
15. Removal of homeward windows on East and West kitchen walls proposed to be replaced with wood door painted to match existing.
16. Removal of East side kitchen existing concrete stairs, proposed to infill with matching porch railings
17. Street trees in the right of way to removed to allow for grading work and raising sidewalk. If required new street trees to be replanted to each side of the residence.

Indication Trees to be Removed

1. Remove small tree off west side kitchen of house for house elevation.
2. Remove x3 trees between on South side of dwelling between West kitchen and East Kitchen.
3. Street trees in the right of way to removed to allow for grading work and raising sidewalk. If required new street trees to be replanted to each side of the residence.

Exterior Paint Colors/Samples

1. See Section 6 for description of paint colors
2. All white paint to match existing white paint.
3. Black Paint for shutters,
4. Stain for Exterior Entry Doors
5. All Colors and Finishes to be submitted prior to construction for approval by the Beaufort HBC in a seperate submittal.

Building Materials

See Section 6 for building materilas and descriptions

U.S. DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
National Flood Insurance Program

OMB No. 1660-0008
Expiration Date: November 30, 2022

ELEVATION CERTIFICATE

Important: Follow the instructions on pages 1–9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

SECTION A – PROPERTY INFORMATION		FOR INSURANCE COMPANY USE
A1. Building Owner's Name BILLY WOOTEN		Policy Number:
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 105 FRONT STREET		Company NAIC Number:
City BEAUFORT	State North Carolina	ZIP Code 28516

A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)
PIN: 730617001940000

A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) RESIDENTIAL

A5. Latitude/Longitude: Lat. 34.71912 Long. -76.66946 Horizontal Datum: ☐ NAD 1927 ☒ NAD 1983

A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.

A7. Building Diagram Number 9

A8. For a building with a crawlspace or enclosure(s):

a) Square footage of crawlspace or enclosure(s) 2682 sq ft

b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade 6

c) Total net area of flood openings in A8.b 780 sq in

d) Engineered flood openings? ☐ Yes ☒ No

A9. For a building with an attached garage:

a) Square footage of attached garage NA sq ft

b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade

c) Total net area of flood openings in A9.b sq in

d) Engineered flood openings? ☐ Yes ☐ No

SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION

B1. NFIP Community Name & Community Number	B2. County Name	B3. State
375346 TOWN OF BEAUFORT	CARTERET	North Carolina

B4. Map/Panel Number	B5. Suffix	B6. FIRM Index Date	B7. FIRM Panel Effective/ Revised Date	B8. Flood Zone(s)	B9. Base Flood Elevation(s) (Zone AO, use Base Flood Depth)
3720730600	J	6-19-2020	7-16-2003	AE	6.0

B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9:
☐ FIS Profile ☐ FIRM ☐ Community Determined ☒ Other/Source: NC FRIS

B11. Indicate elevation datum used for BFE in Item B9: ☐ NGVD 1929 ☒ NAVD 1988 ☐ Other/Source:

B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? ☐ Yes ☒ No
Designation Date: ☐ CBRS ☐ OPA

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2022

IMPORTANT: In these spaces, copy the corresponding information from Section A.

FOR INSURANCE COMPANY USE

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: 105 FRONT ST

Policy Number:

City: BEAUFORT, NC 28516 | State | ZIP Code

Company NAIC Number

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: ☐ Construction Drawings* ☐ Building Under Construction* ☒ Finished Construction

*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO. Complete Items C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: X112 Vertical Datum: NAVD 1988

Indicate elevation datum used for the elevations in items a) through h) below.

☐ NGVD 1929 ☒ NAVD 1988 ☐ Other/Source:

Datum used for building elevations must be the same as that used for the BFE.

		Check the measurement used.	
a) Top of bottom floor (including basement, crawlspace, or enclosure floor)	2.9	☒ feet	☐ meters
b) Top of the next higher floor	5.1	☒ feet	☐ meters
c) Bottom of the lowest horizontal structural member (V Zones only)	NA	☒ feet	☐ meters
d) Attached garage (top of slab)	NA	☒ feet	☐ meters
e) Lowest elevation of machinery or equipment servicing the building (Describe type of equipment and location in Comments)	5.4	☒ feet	☐ meters
f) Lowest adjacent (finished) grade next to building (LAG)	3.4	☒ feet	☐ meters
g) Highest adjacent (finished) grade next to building (HAG)	4.5	☒ feet	☐ meters
h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support	3.5	☒ feet	☐ meters

SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. *I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.*

Were latitude and longitude in Section A provided by a licensed land surveyor? ☒ Yes ☐ No ☐ Check here if attachments.

Certifier's Name: JAMES I PHILLIPS III, PLS
License Number: L-3151

Title: PROFESSIONAL LAND SURVEYOR

Company Name: JAMES PHILLIPS LAND SURVEYING

Address: PO BOX 2103

City: BEAUFORT | State: North Carolina | ZIP Code: 28516

Signature: JAMES IRA PHILLIPS III, PLS

Digitally signed by JAMES IRA PHILLIPS III, PLS
cn=JAMES IRA PHILLIPS III, PLS, ou= JAMES PHILLIPS LAND SURVEYING, o= SAME, l= BEAUFORT, st= NC, c= US, email=jip3@coastalnet.com
Date: 2020.09.22 13:03:02 EDT

Date: 9-22-2020 | Telephone: 252-728-5848 | Ext.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including type of equipment and location, per C2(e), if applicable)

C2E IS OUTSIDE HVAC UNIT

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2022

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 105 FRONT ST			Policy Number:
City BEAUFORT, NC 28516	State	ZIP Code	Company NAIC Number

SECTION E – BUILDING ELEVATION INFORMATION (SURVEY NOT REQUIRED) FOR ZONE AO AND ZONE A (WITHOUT BFE)

For Zones AO and A (without BFE), complete Items E1–E5. If the Certificate is intended to support a LOMA or LOMR-F request, complete Sections A, B,and C. For Items E1–E4, use natural grade, if available. Check the measurement used. In Puerto Rico only, enter meters.

E1. Provide elevation information for the following and check the appropriate boxes to show whether the elevation is above or below the highest adjacent grade (HAG) and the lowest adjacent grade (LAG).

a) Top of bottom floor (including basement, crawlspace, or enclosure) is _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

b) Top of bottom floor (including basement, crawlspace, or enclosure) is _____ ☐ feet ☐ meters ☐ above or ☐ below the LAG.

E2. For Building Diagrams 6–9 with permanent flood openings provided in Section A Items 8 and/or 9 (see pages 1–2 of Instructions), the next higher floor (elevation C2.b in the diagrams) of the building is _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

E3. Attached garage (top of slab) is _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

E4. Top of platform of machinery and/or equipment servicing the building is _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance? ☐ Yes ☐ No ☐ Unknown. The local official must certify this information in Section G.

SECTION F – PROPERTY OWNER (OR OWNER'S REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without a FEMA-issued or community-issued BFE) or Zone AO must sign here. The statements in Sections A, B, and E are correct to the best of my knowledge.

Property Owner or Owner's Authorized Representative's Name			
Address	City	State	ZIP Code
Signature	Date	Telephone	

Comments

☐ Check here if attachments.

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2022

IMPORTANT: In these spaces, copy the corresponding information from Section A.	FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 105 FRONT ST	Policy Number:
City State ZIP Code BEAUFORT, NC 28516	Company NAIC Number

SECTION G – COMMUNITY INFORMATION (OPTIONAL)

The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Sections A, B, C (or E), and G of this Elevation Certificate. Complete the applicable item(s) and sign below. Check the measurement used in Items G8–G10. In Puerto Rico only, enter meters.

G1. ☐ The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)

G2. ☐ A community official completed Section E for a building located in Zone A (without a FEMA-issued or community-issued BFE) or Zone AO.

G3. ☐ The following information (Items G4–G10) is provided for community floodplain management purposes.

G4. Permit Number	G5. Date Permit Issued	G6. Date Certificate of Compliance/Occupancy Issued

G7. This permit has been issued for: ☐ New Construction ☐ Substantial Improvement

G8. Elevation of as-built lowest floor (including basement) of the building: _____ ☐ feet ☐ meters Datum _____

G9. BFE or (in Zone AO) depth of flooding at the building site: _____ ☐ feet ☐ meters Datum _____

G10. Community's design flood elevation: _____ ☐ feet ☐ meters Datum _____

Local Official's Name	Title
Community Name	Telephone
Signature	Date

Comments (including type of equipment and location, per C2(e), if applicable)

☐ Check here if attachments.

ELEVATION CERTIFICATE

BUILDING PHOTOGRAPHS

See Instructions for Item A6.

OMB No. 1660-000
Expiration Date: No

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 105 FRONT ST			Policy Number:
City BEAUFORT, NC 28516	State	ZIP Code	Company NAIC Nu

If using the Elevation Certificate to obtain NFIP flood insurance, affix at least 2 building photographs below a instructions for Item A6. Identify all photographs with date taken; "Front View" and "Rear View"; and, if required, "Right "Left Side View." When applicable, photographs must show the foundation with representative examples of the flo vents, as indicated in Section A8. If submitting more photographs than will fit on this page, use the Continuation Page.

Photo One

Photo One Caption

ELEVATION CERTIFICATE

BUILDING PHOTOGRAPHS
Continuation Page

OMB No. 1660-0008
Expiration Date: November 30, 2022

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 105 FRONT ST			Policy Number:
City BEAUFORT, NC 28516	State	ZIP Code	Company NAIC Number

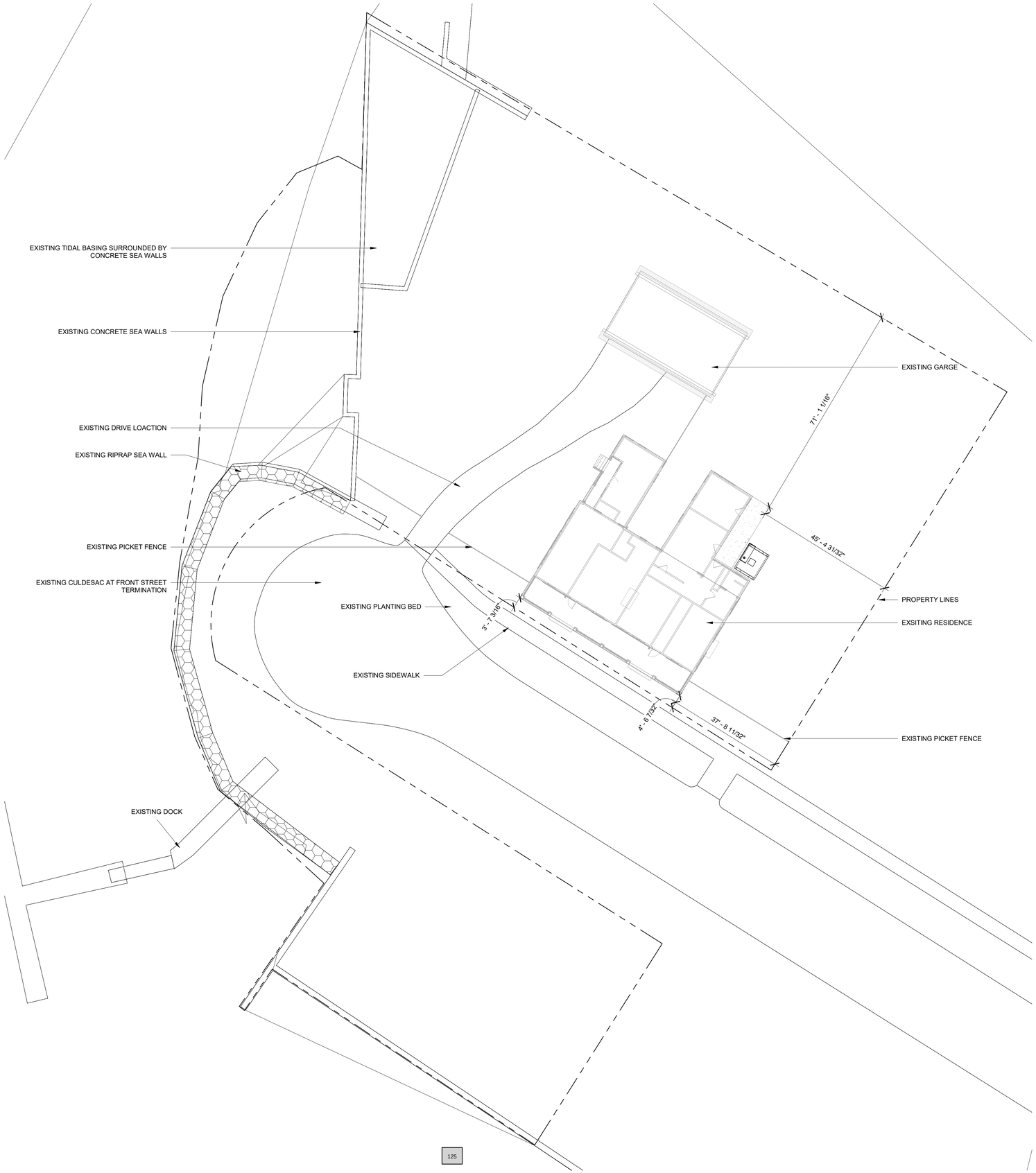
If submitting more photographs than will fit on the preceding page, affix the additional photographs below. Identify all photographs with: date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." When applicable, photographs must show the foundation with representative examples of the flood openings or vents, as indicated in Section A8.

Photo Three

Photo Three Caption — Clear Photo Three

Photo Four

Photo Four Caption — Clear Photo Four



0 8' 16' 32'

SCALE: 1" = 16' - 0"

(CHECK SCALE BEFORE USING)

N

125

filter DESIGN STUDIO

Architecture | Planning | Landscape Architecture

Landscape Architect Seal

North Carolina Registered Landscape Architect 1538 Thomas J. Horton Jr.

NOT FOR CONSTRUCTION

Firm Seal

North Carolina Registered Landscape Architecture C-573 Filter Design Studio P.L.L.C.

Architecture

Company: Filter Design Studio, P.L.L.C.
Architect: Ryan Edwards
Address: PO Box 735
Morehead City, NC 28557
Phone: 919-422-5598
Email: ryan@filterdesignstudio.com

Landscape Architecture

Company: Filter Design Studio, P.L.L.C.
Landscape Architect: Thomas "Jay" Horton
Address: PO Box 735
Morehead City, NC 28557
Phone: 252-230-0788
Email: jay@filterdesignstudio.com

Duncan House

Front Street

Beaufort, NC 28516

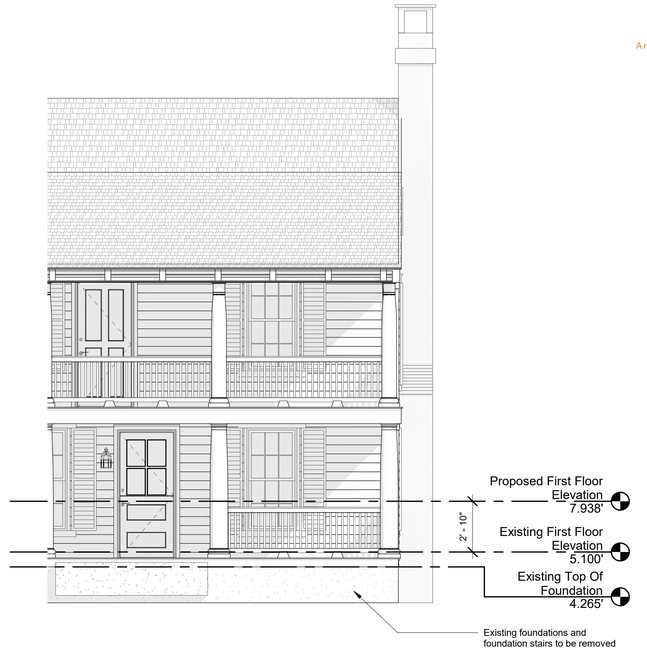
All drawing and designs are protected by commonlaw copyright and exclusively belong to Filter Design Studio, P. L. L. C. All use, printing, construction and modifications require express permission

No.	Description	Date

Site Plan Existing

Project number	20-051
Date	2020-12-09
	X101
Scale	1/16" = 1'-0"

3 Existing Foundation Photograph - Front
1/4" = 1'-0"



2 Existing Foundation Drawing - Front
1/4" = 1'-0"

1 Existing & Proposed First Floor Height - Front
1/4" = 1'-0"

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Architecture | Planning | Landscape Architecture

Architect Seal

Ryan Edwards Registered Architect 13336 North Carolina
NOT FOR CONSTRUCTION

Firm Seal

Filter Design Studio P.L.L.C. Registered Architectural Corporation 53625 North Carolina

Architecture

Company: Filter Design Studio, P.L.L.C.
Architect: Ryan Edwards
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Phone: 919-422-5598
Email: ryan@filterdesignstudio.com

Landscape Architecture

Company: Filter Design Studio, P.L.L.C.
Landscape Architect: Thomas "Jay" Horton
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Duncan Residence
105 Front Street
Beaufort, NC, 28516

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No.	Description	Date

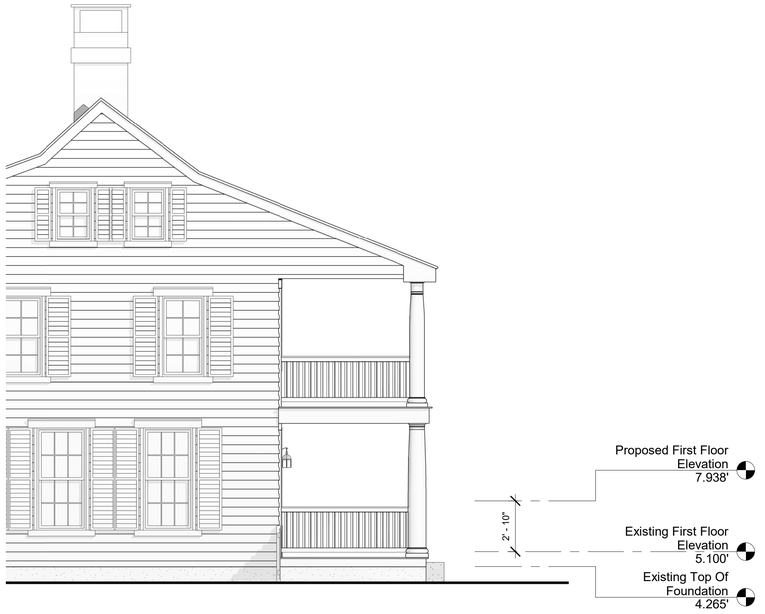
Existing & Proposed Height

Project number	20-051
Date	2021-02-17

A203

Scale 1/4" = 1'-0"

3 Existing Foundation Photograph - Left
1/4" = 1'-0"



2 Existing Foundation Drawing - Left
1/4" = 1'-0"

1 Existing & Proposed First Floor Height - Left
1/4" = 1'-0"

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Architect Seal

Ryan Edwards Registered Architect 13336 North Carolina

NOT FOR CONSTRUCTION

Firm Seal

Filter Design Studio P.L.L.C. Registered Architectural Company 53625 North Carolina

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No.	Description	Date

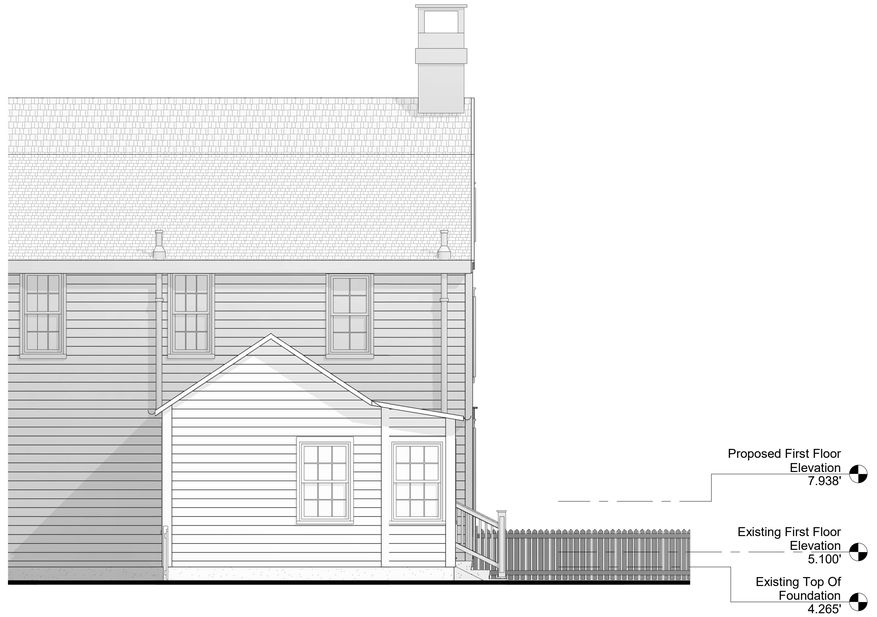
Existing & Proposed Height

Project number	20-051
Date	2021-02-17

A204

Scale 1/4" = 1'-0"

1 Existing Foundation Photograph - Back
1/4" = 1'-0"



3 Existing Foundation Drawing - Back
1/4" = 1'-0"

2 Existing & Proposed First Floor Height - Back
1/4" = 1'-0"

filter DESIGN STUDIO
Architecture | Planning | Landscape Architecture

Architect Seal

Ryan Edwards Registered Architect 13336 North Carolina

NOT FOR CONSTRUCTION

Firm Seal

Filter Design Studio P.L.L.C. Registered Architectural Company 53625 North Carolina

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No.	Description	Date

Existing & Proposed Height

Project number	20-051
Date	2021-02-17

A205

Scale 1/4" = 1'-0"

2 Existing Foundation Photograph - Right
1/4" = 1'-0"

3 Existing Foundation Drawing - Right
1/4" = 1'-0"

1 Existing & Proposed First Floor Height - Right
1/4" = 1'-0"

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Architect Seal

Ryan Edwards Registered Architect 13336 North Carolina

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Firm Seal

Filter Design Studio P.L.L.C. Registered Architectural Corporation 53625 North Carolina

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No.	Description	Date

Existing & Proposed Height

Project number	20-051
Date	2021-02-17

A206

Scale 1/4" = 1'-0"

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Architect Seal

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Firm Seal

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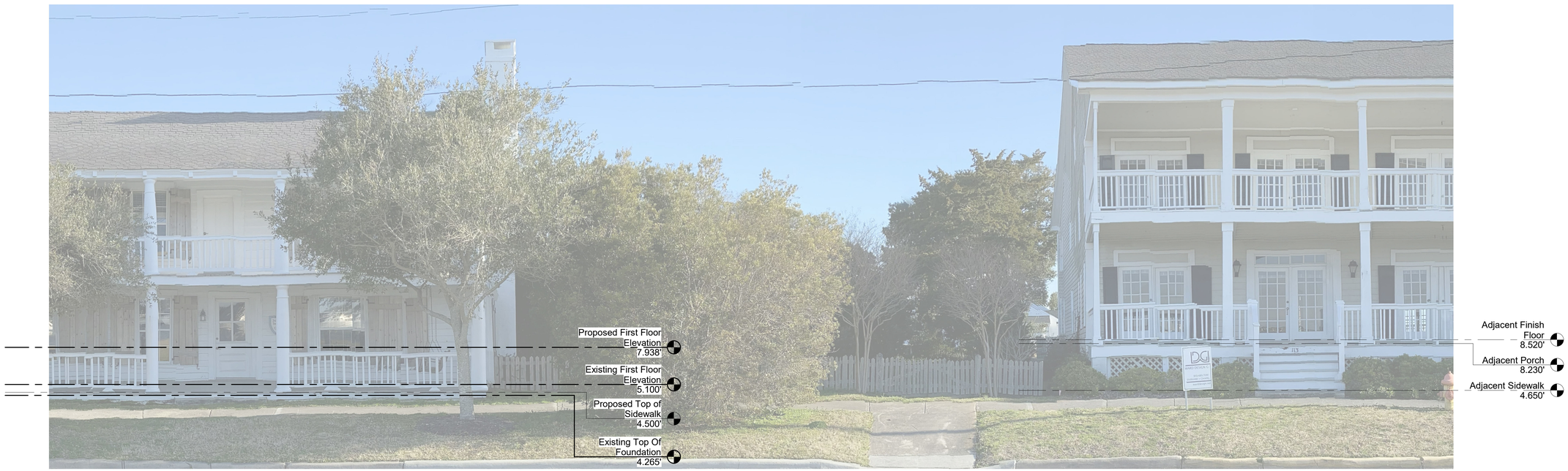


1 Existing Foundation Photograph - Panorama
1/4" = 1'-0"

No.	Description	Date

Context Elevation

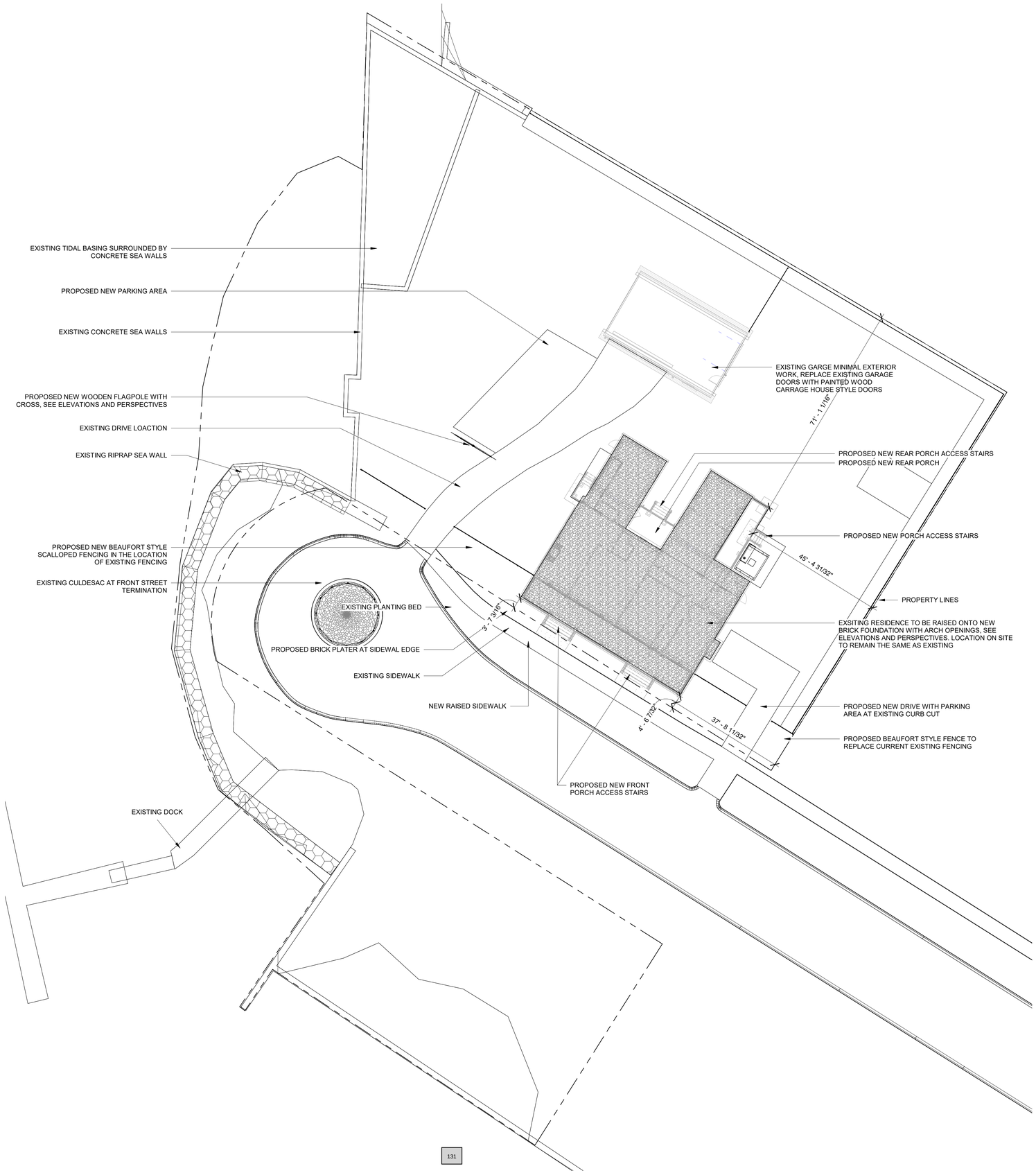
Project number	20-051
Date	2021-02-17

A207

Scale 1/4" = 1'-0"

SITE PLAN NOTES

1. ALL DIMENSIONS ARE TAKEN AT 90° UNLESS NOTED OTHERWISE.
2. CONTRACTOR SHALL VERIFY PROPERTY LINES PRIOR TO ANY CONSTRUCTION.
3. CONTRACTOR SHALL DISPOSE OF EXISTING MATERIAL PER NORTH CAROLINA REGULATIONS.
4. FINISH FOR CONCRETE PAVING SHALL BE A LIGHT BROOM FINISH UNLESS NOTED OTHERWISE.
5. A MINIMUM OF 2% SHALL BE MAINTAINED ON ALL PAVED AND LANDSCAPE SURFACES. CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING THAT ALL SURFACES SLOPE AWAY FROM HOUSE, WALK, AND WALL A MINIMUM OF 2% SLOPE.
6. CONTRACTOR SHALL VERIFY ALL EXISTING CONTOURS AND SPOT ELEVATIONS PRIOR TO ANY CONSTRUCTION AND SHALL CONTACT LANDSCAPE ARCHITECT IF ANY DISCREPANCIES OCCUR PRIOR TO CONSTRUCTION.
7. CONTRACTOR SHALL FIELD VERIFY LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION AND SHALL BE RESPONSIBLE FOR ALL REPAIR COST DUE TO DAMAGES CAUSED BY HIM/HER.
8. ALL CONCRETE SHALL BE 3000 PSI @ 28 DAYS.
9. CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT IF ANY DISCREPANCIES OCCUR PRIOR TO ANY CONSTRUCTION.
10. CONTRACTOR SHALL STAKE LOCATION OF PROPOSED WALKS, PATHS, PATIO, AND DRIVES FOR LANDSCAPE ARCHITECT AND OWNER APPROVAL.
11. ALL DRAINS FOR PLANTING AREAS SHALL BE 6" PLASTIC ATRIUM GRATE; COLOR BLACK.
12. CONTRACTOR SHALL PROVIDE BRICK SAMPLES TO OWNER AND LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO ANY CONSTRUCTION.



0 8' 16' 32'

SCALE: 1" = 16' - 0"
(CHECK SCALE BEFORE USING)

N

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Landscape Architect Seal

North Carolina Registered Landscape Architect 1538 Thomas J Horton Jr

NOT FOR CONSTRUCTION

Firm Seal

North Carolina Registered Landscape Architecture C-573 Filter Design Studio, PLLC

Architecture

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Duncan House

Front Street
Beaufort, NC 28516

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No.	Description	Date

Site Plan

Project number	20-051
Date	2020-12-09

LA101

Scale: As indicated

2 Render Elevation - West
1/4" = 1'-0"

1 Render Elevation - Front
1/4" = 1'-0"

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Architect Seal

Ryan Edwards Registered Architect 13336 North Carolina

NOT FOR CONSTRUCTION

Firm Seal

Filter Design Studio, P.L.L.C. Registered Architecture Engineering 53625 North Carolina

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No.	Description	Date

Rendered Elevations

Project number	20-051
Date	2021-02-17

A001

Scale 1/4" = 1'-0"

2 Render Elevation - East
1/4" = 1'-0"

1 Render Elevation - Back
1/4" = 1'-0"

filter DESIGN STUDIO
Architecture | Planning | Landscape Architecture

Architect Seal

Ryan Edwards Registered Architect 13336 North Carolina

NOT FOR CONSTRUCTION

Firm Seal

Filter Design Studio, P.L.L.C. Registered Architecture Engineering Planning 53625 North Carolina

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Front Street
Beaufort, North Carolina

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No.	Description	Date

Rendered Elevations

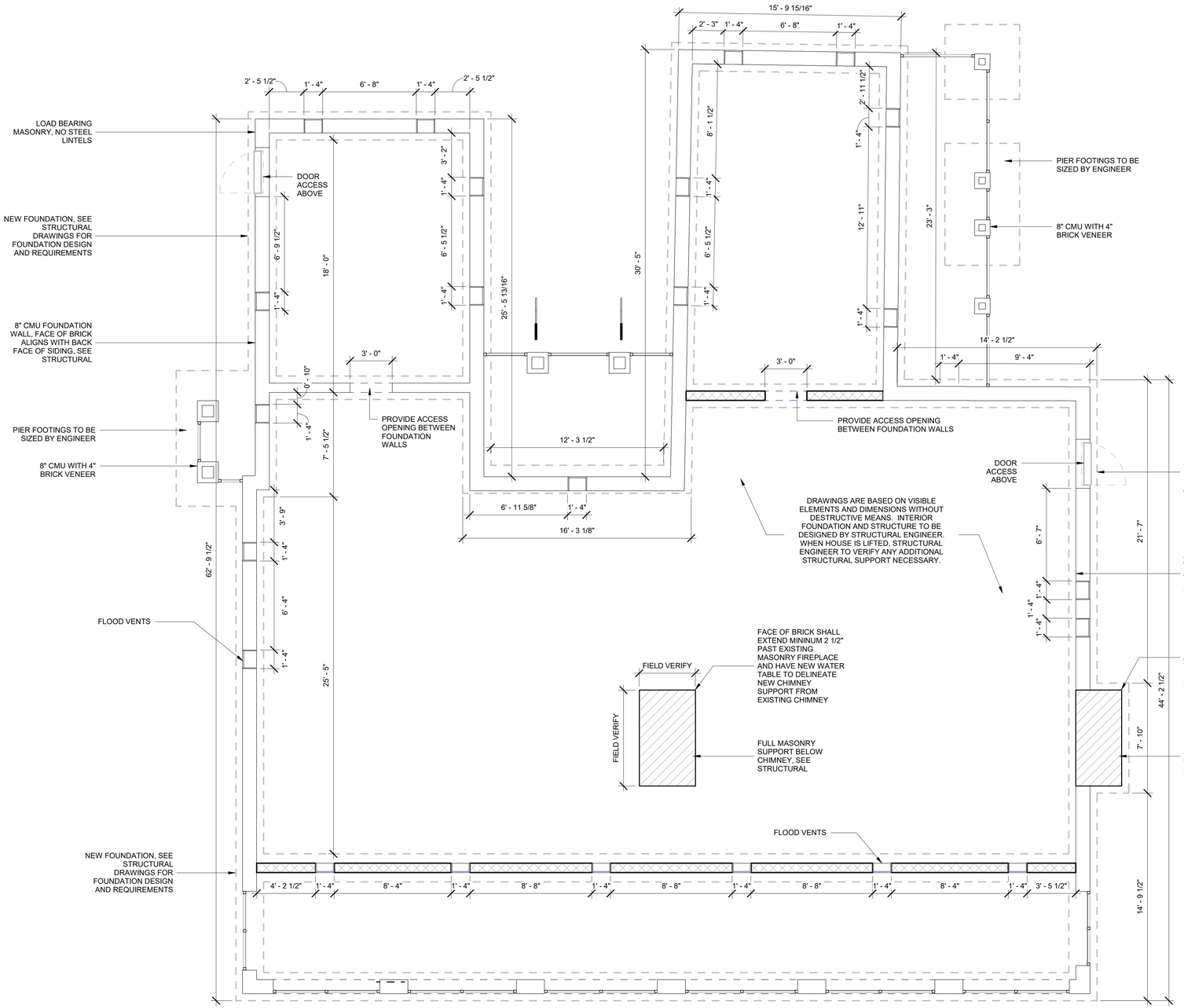
Project number	20-051
Date	2021-02-17

A002

Scale 1/4" = 1'-0"

FOUNDATION NOTES

1. STRUCTURAL ENGINEER TO DETERMINE FINAL MASONRY REINFORCEMENT REQUIREMENTS.
2. STRUCTURAL ENGINEER RESPONSIBLE FOR PROVIDING UPLIFT AND LATERAL CONNECTION REQUIREMENTS.
3. ALL VISIBLE MASONRY TO BE BRICK FACED
4. REFER TO SHEET A801 FOR FLOOD VENT LOCATIONS AND CALCULATIONS
5. DRAWINGS ARE BASED ON AS-BUILT MEASUREMENTS. DUE TO THE HISTORIC NATURE OF THE RESIDENCE, VARIANCE AND UNFORESEEN CONDITIONS MAY OCCUR. CONTRACTOR AND SUB-CONTRACTOR TO VERIFY DIMENSIONS AND NOTIFY ARCHITECT AND STRUCTURAL ENGINEER OF ANY CHANGES THAT IMPACT DESIGN.
6. SEE STRUCTURAL ENGINEER FOR BEAM POCKETS AND OTHER TYPES OF MASONRY TO STRUCTURAL CONNECTIONS.



1 Architectural Foundation Plan
1/4" = 1'-0"

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Architect Seal

Firm Seal

Architecture

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Duncan House
Front Street
Beaufort, North Carolina

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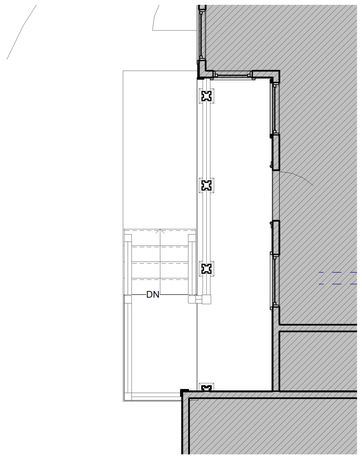
No.	Description	Date

Architectural Foundation Plan

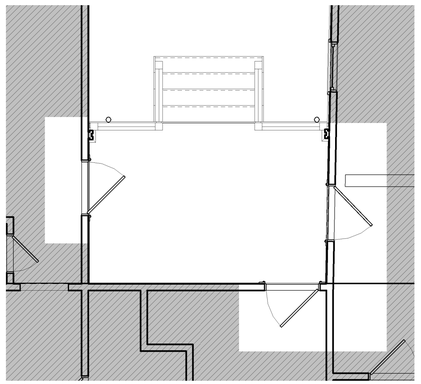
Project number	20-051
Date	2021-02-17

A100

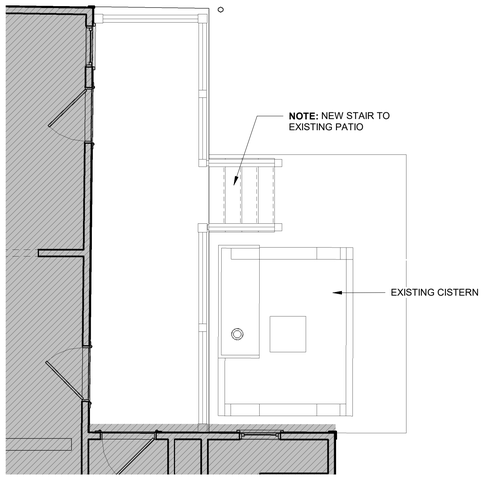
Scale 1/4" = 1'-0"



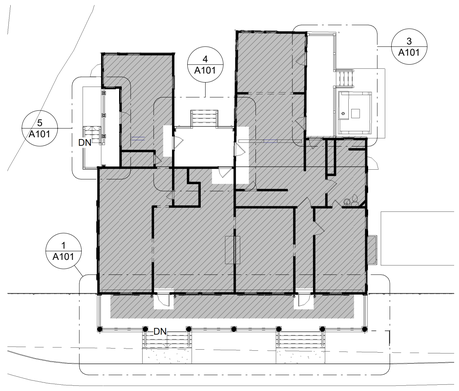
5 Back Left Porch
1/4" = 1'-0"



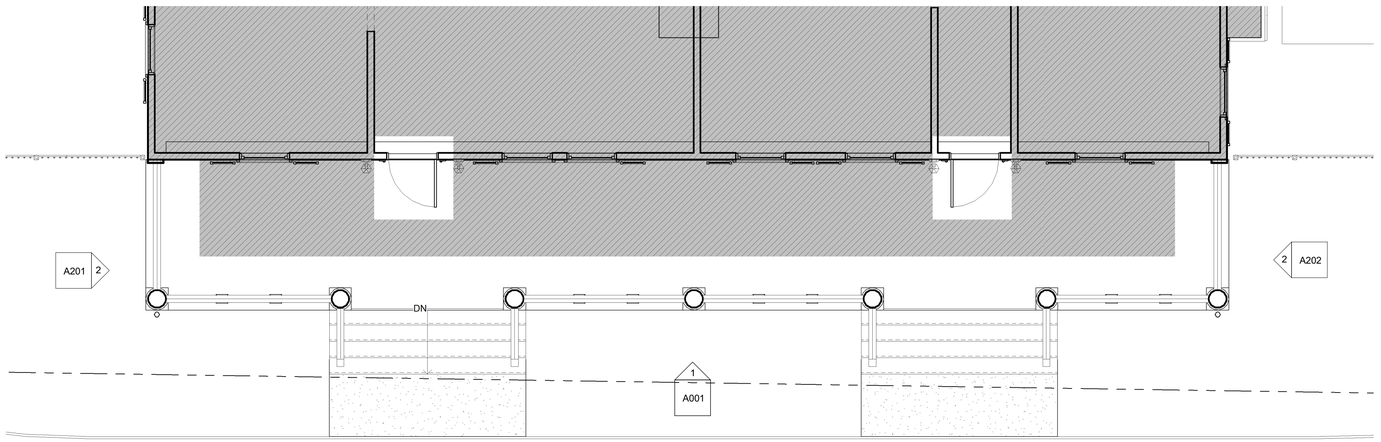
4 Back Middle Porch
1/4" = 1'-0"



3 Back Right Porch
1/4" = 1'-0"



2 Front Porch Copy 1
1/16" = 1'-0"



1 Front Porch
1/4" = 1'-0"

filter DESIGN STUDIO
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Architect Seal

Ryan Edwards
Licensed Architect
13336
North Carolina

NOT FOR CONSTRUCTION

Firm Seal

Filter Design Studio Architecture Planning
53625
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Architecture

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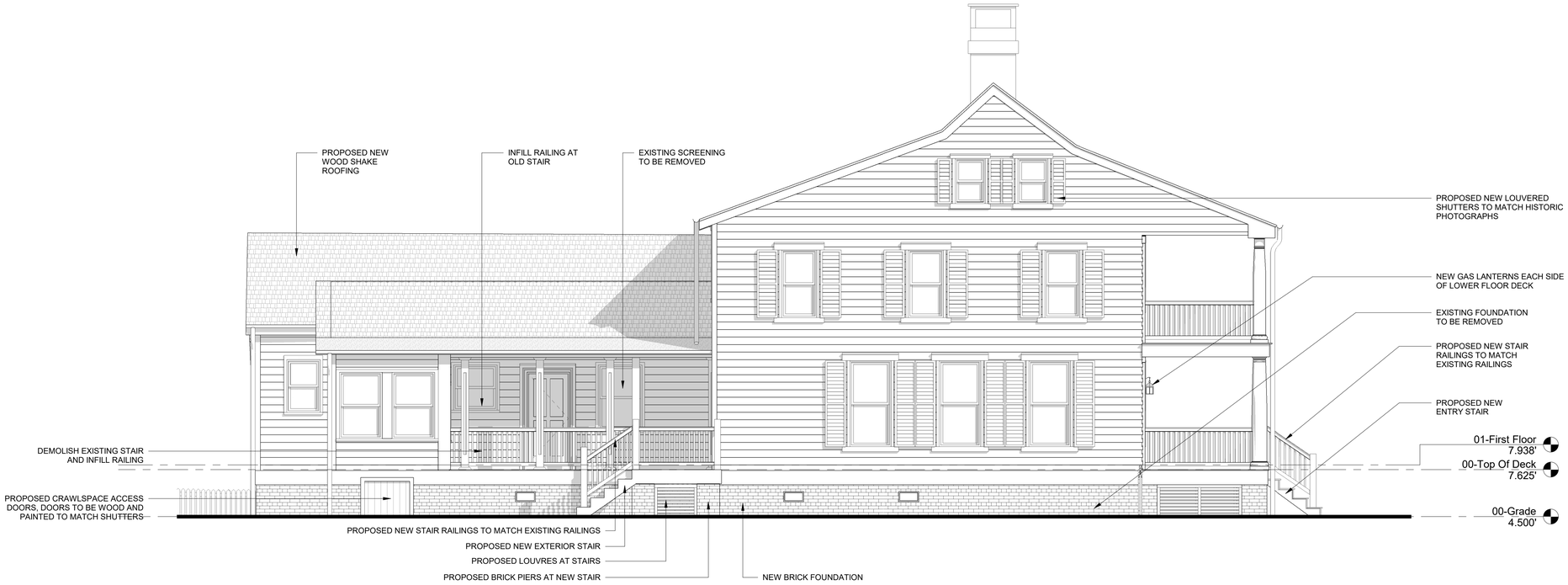
No.	Description	Date

Porch Plans

Project number	20-051
Date	2021-02-17

A101

Scale: As indicated



2 West Elevation
1/4" = 1'-0"

1 Front Elevation
1/4" = 1'-0"

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Architect Seal

Firm Seal

Architecture

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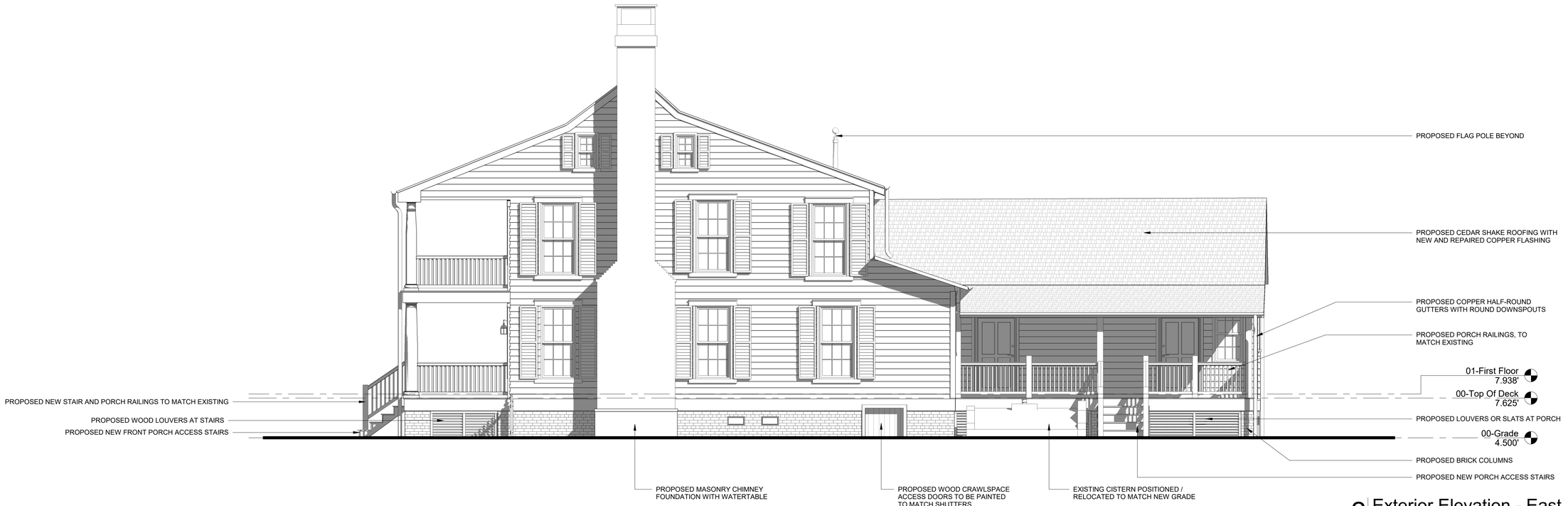
No.	Description	Date

Exterior Elevations

Project number	20-051
Date	2021-02-17

A201

Scale 1/4" = 1'-0"



2 Exterior Elevation - East
1/4" = 1'-0"

1 Exterior Elevation - Rear
1/4" = 1'-0"

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Architecture | Planning | Landscape Architecture

Architect Seal

Ryan Edwards — Registered Architect — 13336 — North Carolina

NOT FOR CONSTRUCTION

Firm Seal

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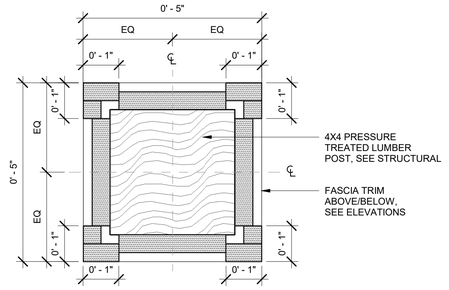
No.	Description	Date

Exterior Elevations

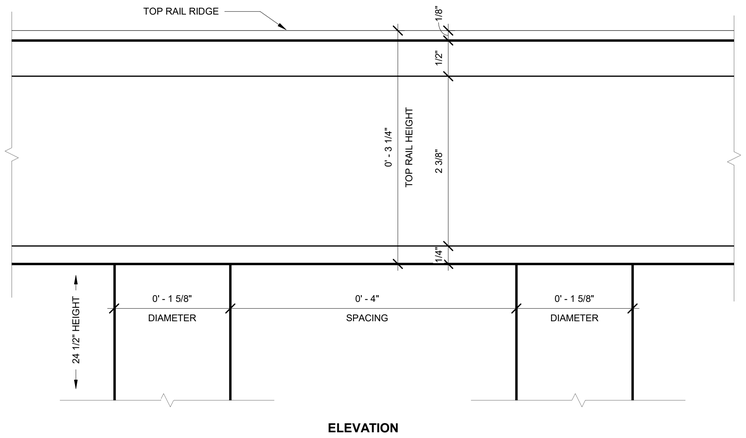
Project number	20-051
Date	2021-02-17

A202

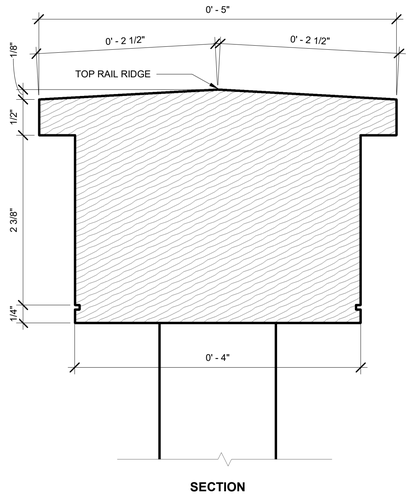
Scale 1/4" = 1'-0"



5 Post Enlarged Plan
6" = 1'-0"



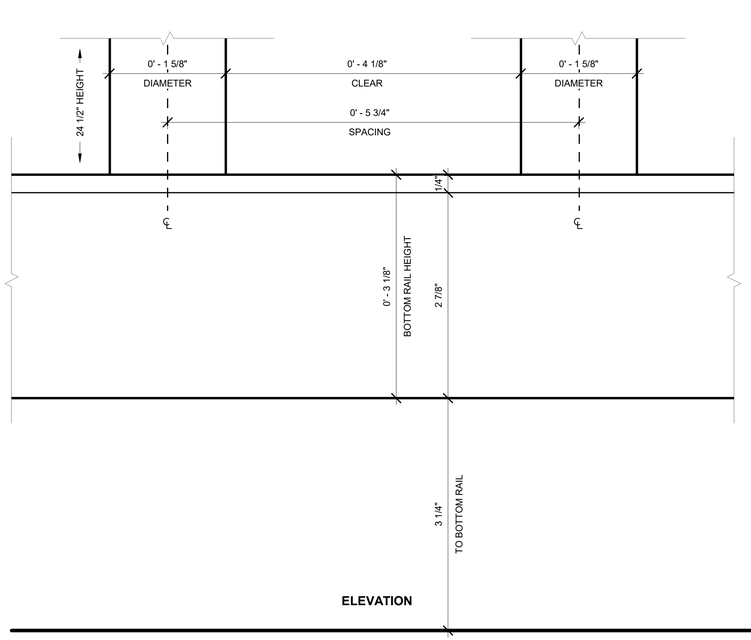
ELEVATION



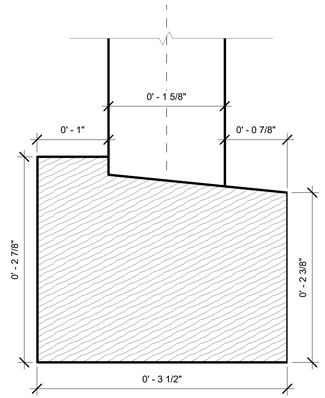
SECTION

PHOTOGRAPHY

2 Duncan House Exterior Top Rail Design
12" = 1'-0"



ELEVATION



SECTION

PHOTOGRAPHY

3 Duncan House Exterior Bottom Rail Design
12" = 1'-0"

filter
DESIGN STUDIO
Architecture | Planning | Landscape Architecture

Architect Seal

Firm Seal

Architecture

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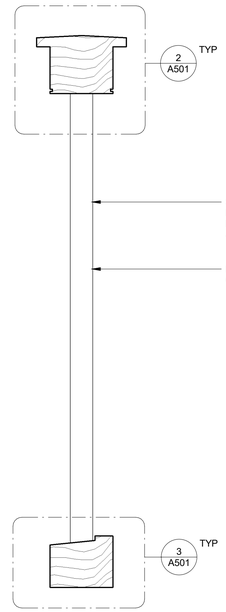

1 Typical Rail Section
3" = 1'-0"

Duncan House

Front Street

Beaufort, North Carolina

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No.	Description	Date

Handrail Details

Project number	20-051
Date	2021-02-17
	A501
Scale	As indicated

FEMA FLOOD VENT CALCS

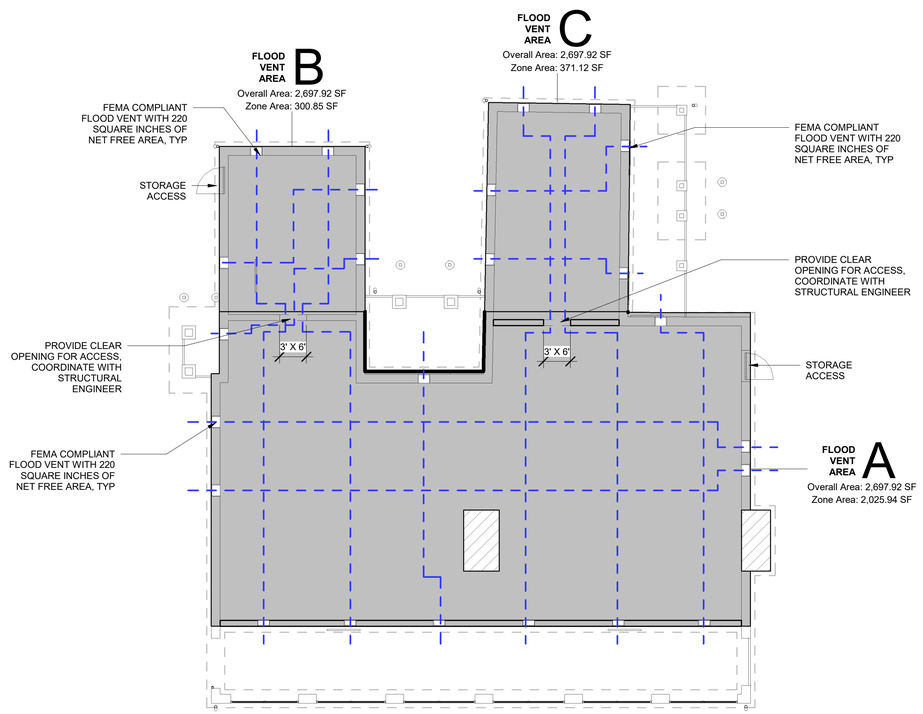
REQUIREMENTS:
1. BOTTOM OF FLOOD VENTS SHALL BE LOCATED A MAXIMUM OF 1'-0" ABOVE GRADE
2. 1 SQUARE INCH OF FREE AREA IS REQUIRED FOR EACH SQUARE FOOT OF SPACE REQUIRED TO BE VENTED

Flood Vent Area Calculations

Zone	Vented Area	Net Free Area Calc	Formula	Yields	Vents Required	Vents Provided	Comments
A	2026 SF	220 SF	Area / Net Free Area	9.208835	10	14	Includes foundation openings
B	301 SF	220 SF	Area / Net Free Area	1.367511	2	5	Additional vents provided to balance flow from Zone A
C	371 SF	220 SF	Area / Net Free Area	1.686927	2	6	Additional vents provided to balance flow from Zone A
					14	25	

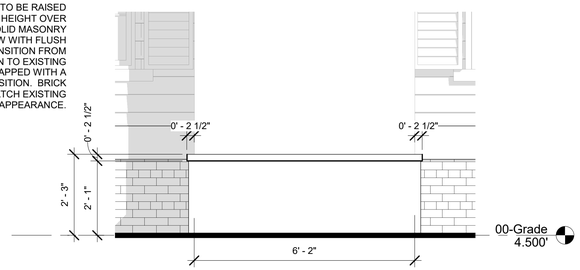
Flood Vent Quantities

Manufacturer	Description	Model	Vent Size	Vent Type	Count	Net Free Area	Notes
Clear Opening	Opening	--	--	Open	2	2,304 in²	
Flood Flaps	Flood Vent	FFNF12TF-B	12"	Open	24	220 in²	Vent is FEMA compliant with 200 square feet of vented area



1 Flood Vent Calculations
1/8" = 1'-0"

NOTE: EXISTING CHIMNEY TO BE RAISED UP TO NEW FOUNDATION HEIGHT OVER WATER TABLE. SOLID MASONRY SUPPORT TO INFILL BELOW WITH FLUSH GROUT JOINTS. TRANSITION FROM MASONRY FOUNDATION TO EXISTING CHIMNEY TO BE CAPPED WITH A MASONRY SILL TRANSITION. BRICK WHITEWASHED TO MATCH EXISTING CHIMNEY APPEARANCE.



2 Chimney Detail
1/2" = 1'-0"

filter DESIGN STUDIO
Architecture | Planning | Landscape Architecture

Architect Seal

Firm Seal

Architecture

Company: Filter Design Studio, P.L.L.C.
Architect: Ryan Edwards
Address: PO Box 735
Morehead City, NC 28557
Phone: 919-422-5598
Email: ryan@filterdesignstudio.com

Landscape Architecture

Company: Filter Design Studio, P.L.L.C.
Landscape Architect: Thomas "Jay" Horton
Address: PO Box 735
Morehead City, NC 28557
Phone: 252-230-0788
Email: jay@filterdesignstudio.com

Duncan House
Front Street
Beaufort, North Carolina

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No.	Description	Date

Flood Vent Calculations

Project number	20-051
Date	2021-02-17

A801

Scale	As indicated

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, March 2, 2021 – Virtual Meeting via Zoom

AGENDA CATEGORY: New Business

SUBJECT: Case 21-05 312 Ann Street- New Construction

BRIEF SUMMARY:

- Construct a new 3,856 sq. ft. single-family dwelling and detached carport at 312 Ann Street

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

20 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A

BHPC STAFF REPORT

To: BHPC Members

From: Kyle Garner, Planning Director

Date: January 20, 2021

Case No. 21-05

Request: 3,856 sq. ft. New Single-family Dwelling

Applicant Sandra F. Grotheer
125 Whimbrel Way
Beaufort, NC 28516

Property Information:

Owners: Same
Location: 312 Ann Street
Parcel Id # 730617104662000

Project Information:

This property was not included in the Survey conducted by Ruth Little and has been a vacant lot for some time under the ownership of the First Baptist Church.

Proposed Work:

- Construct a new 3,856 sq. ft. single-family dwelling and detached carport at 312 Ann Street

Material:

- See Attached Exhibit for Details

Color:

- See Attached Exhibit from Applicant for Details

Attachments:

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

New Construction Guidelines

Building Placement

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

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

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

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

Building Height/Scale

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

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

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

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

Materials

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

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

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

Details

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

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

Texture and Color

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

Form and Rhythm

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

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

Landscaping

7.7.1 Retain and protect mature trees during construction.

Off-street Parking Guidelines

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.

8.5.7. 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.

Outside Utilities Guidelines

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

8.3.6. Install utilities underground whenever possible.

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.

Landscaping Guidelines

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.

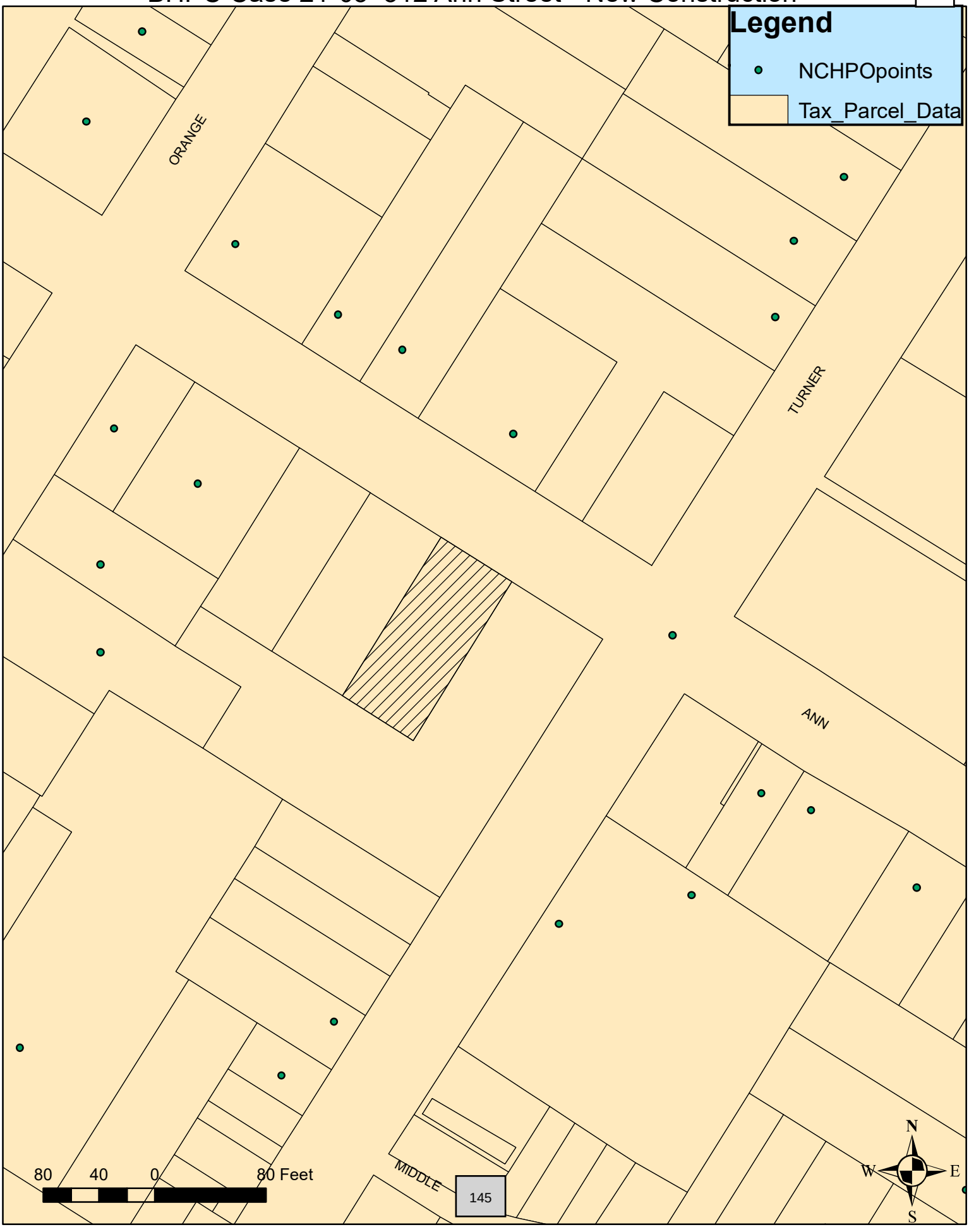
8.1.13. New tool sheds, swimming pools and other modern yard features should be located in areas not seen from public view.

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.

BHPC Case 21-05 312 Ann Street - New Construction



OWNER	IL_HO	MAIL_ST	MAIL_CITY	IL_ST	MAIL_ZI5
AQUADRO,CHARLES ETUX GERALD	3	PINEWOOD AVE	SAVANNAH	GA	31406
TAYLOR,NELSON W III ETUX PATRI	311	ANN ST	BEAUFORT	NC	28516
FIRST BAPTIST CHURCH BEAUFORT	403	ANN STREET	BEAUFORT	NC	28516

Application for a

CERTIFICATE OF APPROPRIATENESS

312 Ann Street

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

Certificate of Appropriateness

Checklist

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS

All new construction or projects valued at $10,000.00 or more require a pre-application meeting with two or three members of the Historic Preservation Commission and Town Staff. Please contact Town Staff if your project meets any or all of these criteria. Pre-application meetings are held prior to the regular Historic Preservation Commission meetings.

Please provide the following (14 sets of copies where applicable), as well as this checklist form, with the Certificate of Appropriateness 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 impacted.
   - ☑ A site plan showing dimensions of both existing and proposed conditions.
   - ☑ Description of all building/landscaping materials (siding, roofing, windows, doors, signs, etc.).
2. **Items required as applicable to project:**
   - ☐ Description of any planned demolition.
   - ☑ Indication of all trees to be replaced and/or removed.
   - ☑ Landscaping plans indicating major planting materials.
   - ☑ Exterior paint color sample(s) for projects involving any change in exterior color(s).
   - ☑ 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.
   - ☐ If a project involves replacing existing features of a historic structure, justification for replacement and a description and/or sample of the new material(s) to be used.
   - ☐ A copy of any associated state or federal permits (CAMA, ACOE), as required.
3. **Additional items required only for Signs:**
   - ☐ A drawing indicating the dimensions of the sign, lettering type, and overall design.
   - ☐ Sample of color(s) to be used.
4. At least **14 sets of copies** of any material(s) where color is to be evaluated should be submitted with this application. If it is not possible to submit copies, an electronic file of the work dealing primarily with color changes, should be submitted. An electronic copy may be requested by Town Staff on such matters.
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 a representative to be present at the assigned meeting, please contact Town Staff as soon as possible.

The Certificate of Appropriateness is valid for a period of six (6) months from the date of issuance. Failure to obtain a building permit within the six-month period will be considered as a failure to comply with the Certificate deeming the Certificate invalid. If a building permit is not required for the project, the work authorized by the Certificate must be completed within six months after the Certificate is issued. The Certificate is considered issued once the Commission approves the application at their regular meeting.

If there are questions regarding what should be included with this application, please contact Town Staff at bftplanner@beaufortnc.org or at 252-728-2141.

Lot Location

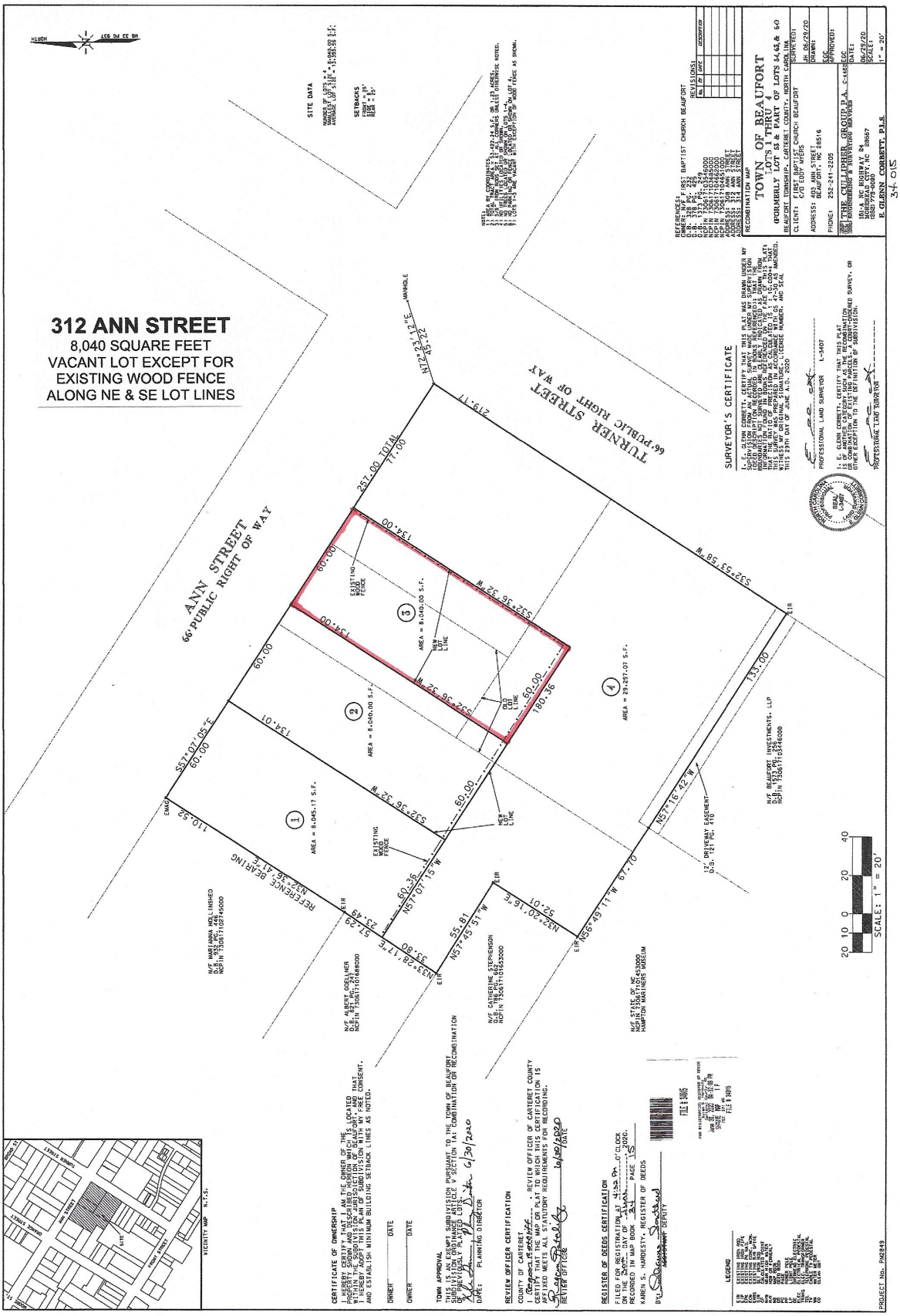
and

Survey

Lot Location & Survey

Vicinity Map
for
312 Ann Street

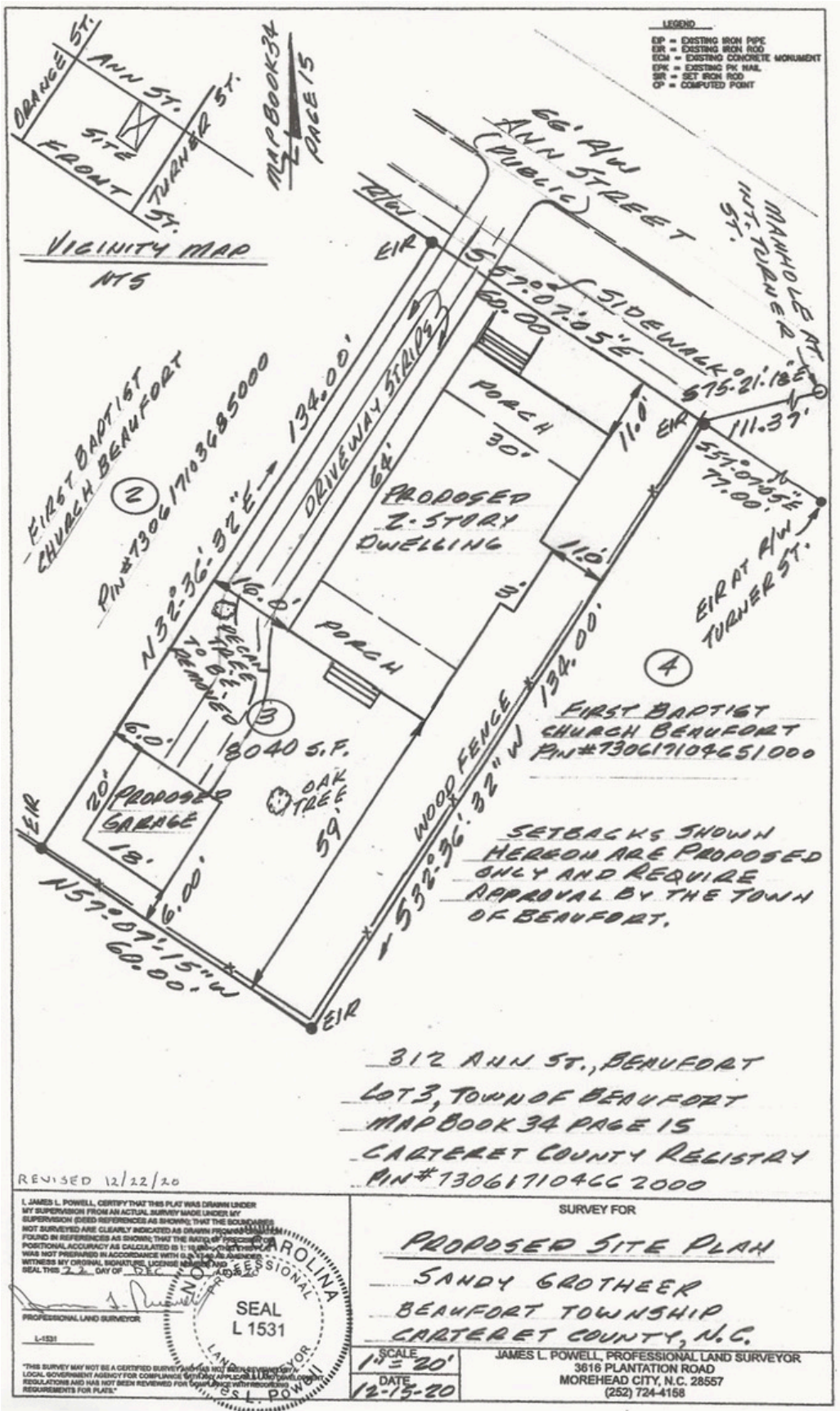
VICINITY MAP N.T.S.


312 ANN STREET
8,040 SQUARE FEET
VACANT LOT EXCEPT FOR
EXISTING WOOD FENCE
ALONG NE & SE LOT LINES
ANN STREET
66' PUBLIC RIGHT OF WAY
TURNER STREET
66' PUBLIC RIGHT OF WAY
SITE DATA
SETBACKS
FRONT = 25'
SIDE = 8'
REAR = 15'
SURVEYOR'S CERTIFICATE
TOWN OF BEAUFORT
GOODMERLY LOTS 1 THRU 6 OF LOTS 54,55,& 60
BEAUFORT TOWNSHIP, CARTERET COUNTY, NORTH CAROLINA
CERTIFICATE OF OWNERSHIP
I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON WHICH IS LOCATED IN THE SUBDIVISION JURISDICTION OF THE TOWN OF BEAUFORT AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT, AND ESTABLISH MINIMUM BUILDING SETBACK LINES AS NOTED.
OWNER DATE
OWNER DATE
TOWN APPROVAL
THIS IS AN EXEMPT SUBDIVISION PURSUANT TO THE TOWN OF BEAUFORT UNIFIED DEVELOPMENT ORDINANCE SECTION 14.2.9 SECTION 1A: COMBINATION OR RECOMBINATION OF PREVIOUSLY PLATTED LOTS.
DATE: PLANNING DIRECTOR 6/30/2020
REVIEW OFFICER CERTIFICATION
COUNTY OF CARTERET
I, REVIEW OFFICER OF CARTERET COUNTY CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.
REVIEW OFFICER 10/30/2020 DATE
REGISTER OF DEEDS CERTIFICATION
FILED FOR REGISTRATION AT 4:38 P.M. O'CLOCK
ON THE 30TH DAY OF OCTOBER, 2020.
RECORDED IN MAP BOOK 31 PAGE 15
KAREN S. HARDESTY, REGISTER OF DEEDS
BY: DEPUTY
FILE # 3005
LEGEND
VICINITY MAP N.T.S.
PROJECT No.: PA02849
SCALE: 1" = 20'
34.015

Site Plan

and

Proposed Size & Scale


LEGEND
EIP = EXISTING IRON PIPE
EIR = EXISTING IRON ROD
ECM = EXISTING CONCRETE MONUMENT
EPK = EXISTING PK NAIL
SIR = SET IRON ROD
CP = COMPUTED POINT
ORANGE ST.
ANN ST.
TURNER ST.
SITE
FRONT
MAP BOOK 34 PAGE 15
VICINITY MAP
NTS
66' R/W ANN STREET (PUBLIC)
MANHOLE AT INT. TURNER ST.
EIR
S 57°07'05"E 60.00'
SIDEWALK
S 15°21'18"E 111.37'
S 57°07'05"E 77.00'
EIR AT R/W TURNER ST.
FIRST BAPTIST CHURCH BEAUFORT
PIN #7306171036850000
DRIVEWAY STRIPS
PROPOSED 2-STORY DWELLING
PORCH
30'
64'
11.0'
11.0'
3'
N 32°36'32"E 134.00'
16.0'
PORCH
OAK TREE TO BE REMOVED
6.0'
18040 S.F.
OAK TREE
59'
20'
PROPOSED GARAGE
18'
6.0'
EIR
N 57°07'15"W 60.00'
EIR
WOOD FENCE
S 32°36'32"W 134.00'
FIRST BAPTIST CHURCH BEAUFORT
PIN #7306171046510000
SETBACKS SHOWN HEREON ARE PROPOSED ONLY AND REQUIRE APPROVAL BY THE TOWN OF BEAUFORT.
312 ANN ST., BEAUFORT
LOT 3, TOWN OF BEAUFORT
MAP BOOK 34 PAGE 15
CARTERET COUNTY REGISTRY
PIN #7306171046C2000
REVISED 12/22/20
I, JAMES L. POWELL, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED REFERENCES AS SHOWN); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN REFERENCES AS SHOWN; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000+; THAT THIS PLAT WAS NOT PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 22 DAY OF DEC, 2020
PROFESSIONAL LAND SURVEYOR
L-1531
"THIS SURVEY MAY NOT BE A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ORDINANCES, APPLICABLE LAND DEVELOPMENT REGULATIONS AND HAS NOT BEEN REVIEWED FOR COMPLIANCE WITH RECORDING REQUIREMENTS FOR PLATS."
NORTH CAROLINA PROFESSIONAL
SEAL L 1531
LAND SURVEYOR
JAMES L. POWELL
SURVEY FOR
PROPOSED SITE PLAN
SANDY GROTHEER
BEAUFORT TOWNSHIP
CARTERET COUNTY, N.C.
SCALE 1" = 20'
DATE 12-15-20
JAMES L. POWELL, PROFESSIONAL LAND SURVEYOR
3616 PLANTATION ROAD
MOREHEAD CITY, N.C. 28557
(252) 724-4158

Proposed Size & Scale

Lot is 8,040 Sq Ft (60' Wide x 134' Deep)

House 1st Floor Heated:	1,300 Sq Ft
2nd Floor Heated:	1,300 Sq Ft
Total Heated	2,600 Sq Ft

Unheated

Porch - 1st Floor Front:	300 Sq Ft
Porch - 2nd Floor Front:	300 Sq Ft
Porch - 1St Floor Back:	336 Sq Ft
Carport – 16' x 20'	320 Sq Ft
Total Unheated:	1,256 Sq Ft

"Footprint": 2,256 Sq Ft , ~ 28% of lot size

Adjacent Property Owners

and

Mailing Addresses

Adjacent Property Owners:

First Baptist Church Beaufort (310 Ann Street/Surrounding Parking Lot)
403 Ann Street
Beaufort, NC 28516

The ’04 Thomas O Hollinshed TR (306 Ann Street)
100 S Ridge Street
Southern Pines, NC 28387

Nelson W III Taylor (311 Ann Street, primary residence)
311 Ann Street
Beaufort, NC 28516

Charles Aquadro ETUX Gerald (313 Ann Street, For Sale by Estate)
3 Pinewood Ave
Savannah, GA 31406

Richard Collins (315 Ann Street, primary residence)
P.O. Box 986
Atlantic Beach, NC 28512

Streetscape, Site

and

Adjacent Homes

Photos of Streetscape, Site and Adjacent Homes:

View of the lot from Ann Street:

306 Ann St – Closest adjacent home on same side of Ann St.
Separated by two empty lots.

311 Ann Street – First of three homes directly across Ann St.

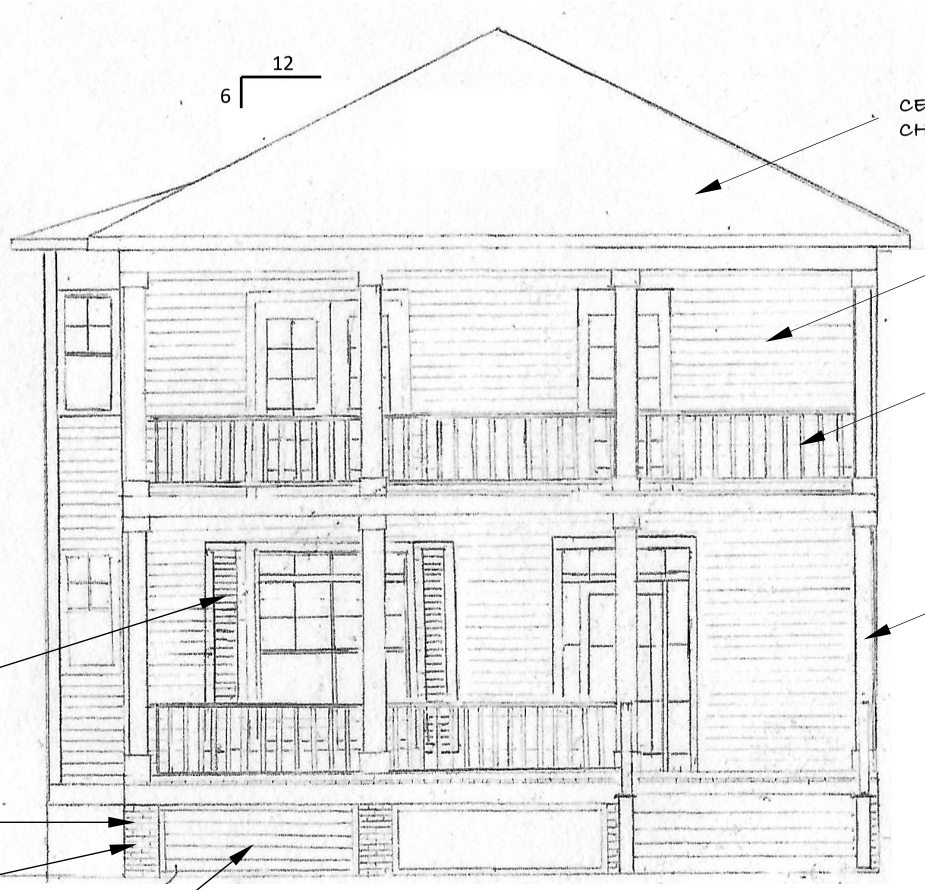
313 Ann Street – Second of three homes directly across Ann St.

315 Ann Street – Third of three homes directly across Ann St.

House Plans/Elevations

NOTES:

1. UNLESS NOTED ALL WINDOWS: ANDERSEN 400 SERIES, W/ FIXED EXTERIOR AND INTERIOR GRILLS, 4 OVER 1 GRILL PATTERN
2. ENTRY DOOR: DSA E-09 ALEXANDRIA 6LT W/SL AND TRANSOM
3. FRENCH DOORS: THERMADOOR SDL, FIXED EXTERIOR/INTERIOR GRILLS
4. PAINT COLORS PROVIDED ON MATERIALS AND COLORS SHEET

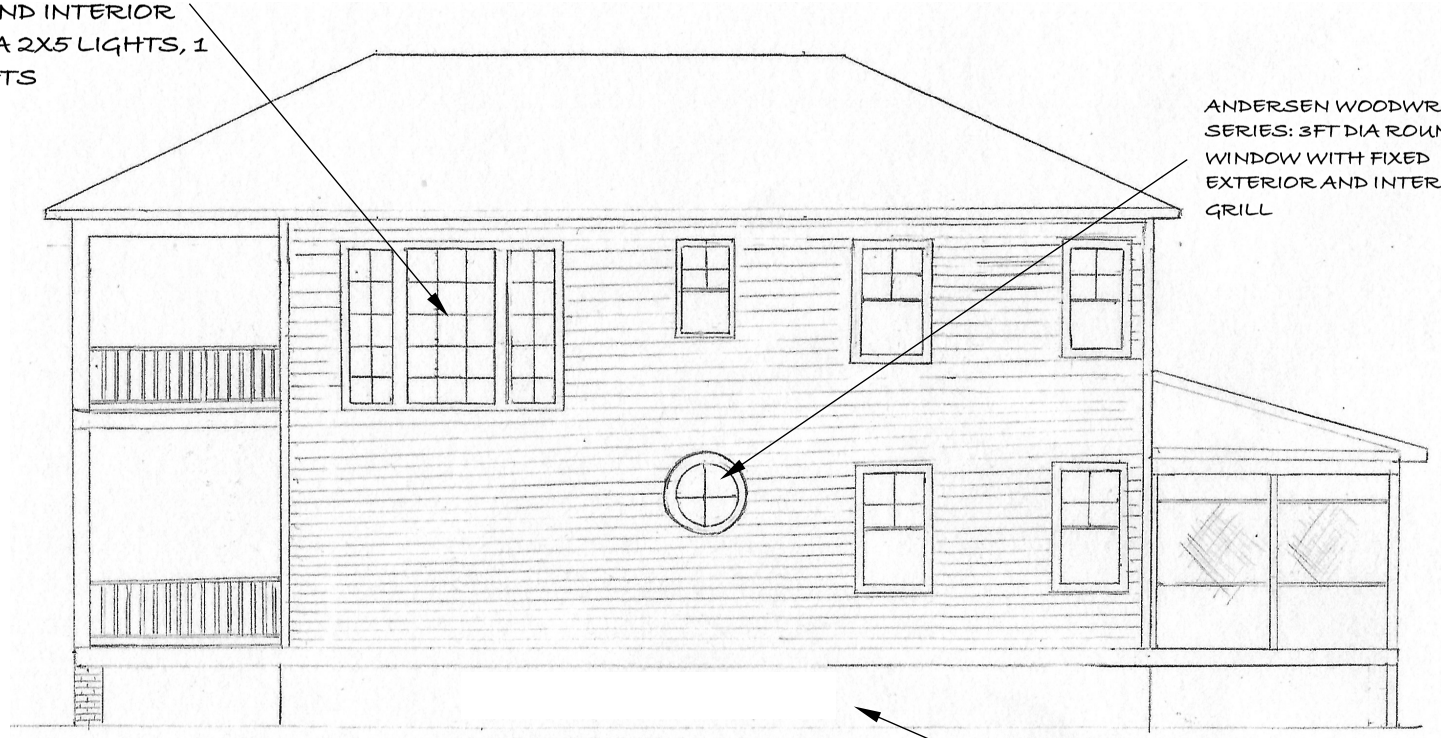


FRONT ELEVATION (ANN STREET VIEW)

GROTHEER RESIDENCE
312 ANN STREET
BEAUFORT, NC 28516

ANDERSEN WOORWRIGHT SERIES: 3 UNITS WITH FIXED EXTERIOR AND INTERIOR GRILLS, 2 EA 2X5 LIGHTS, 1 EA 3X5 LIGHTS

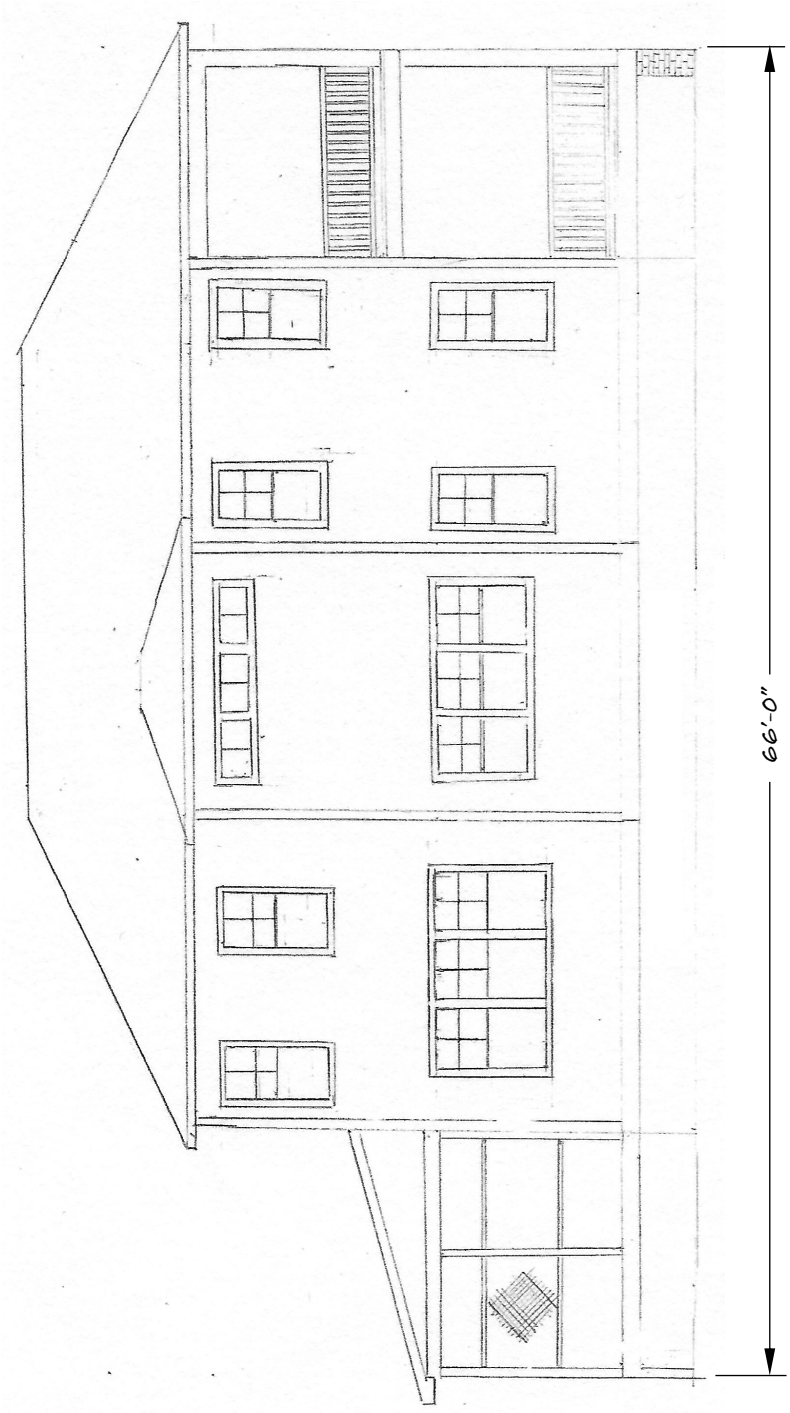
ANDERSEN WOODWRIGHT SERIES: 3FT DIA ROUND WINDOW WITH FIXED EXTERIOR AND INTERIOR GRILL



FOUNDATION: STUCCO

RIGHT ELEVATION

GROTHEER RESIDENCE
312 ANN STREET
BEAUFORT, NC 28516

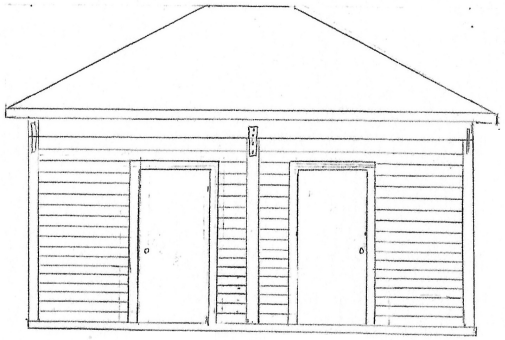


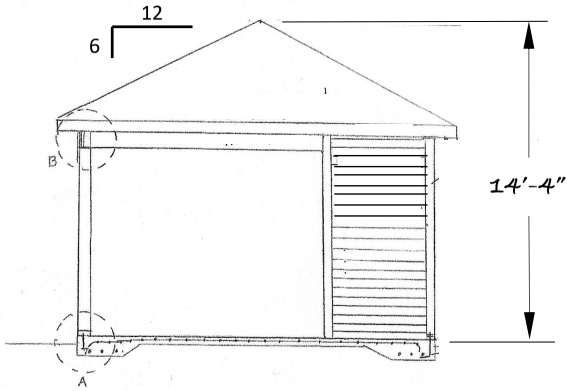
LEFT ELEVATION

GROTHEER RESIDENCE
312 ANN STREET
BEAUFORT, NC 28516

REAR ELEVATION

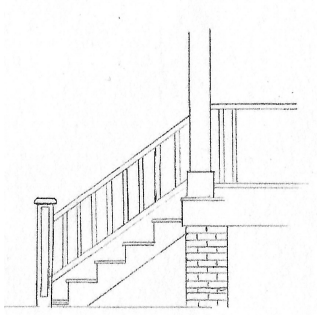
GROTHEER RESIDENCE
312 ANN STREET
BEAUFORT, NC 28516





NOTES:

1. CARPORT FOOTPRINT: 16'W X 20'D
2. CARPORT ROOF TO MATCH HOUSE: CERTAINTEED CHARCOAL BLACK
3. 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

GROTHEER RESIDENCE
312 ANN STREET
BEAUFORT, NC 28516

Landscaping

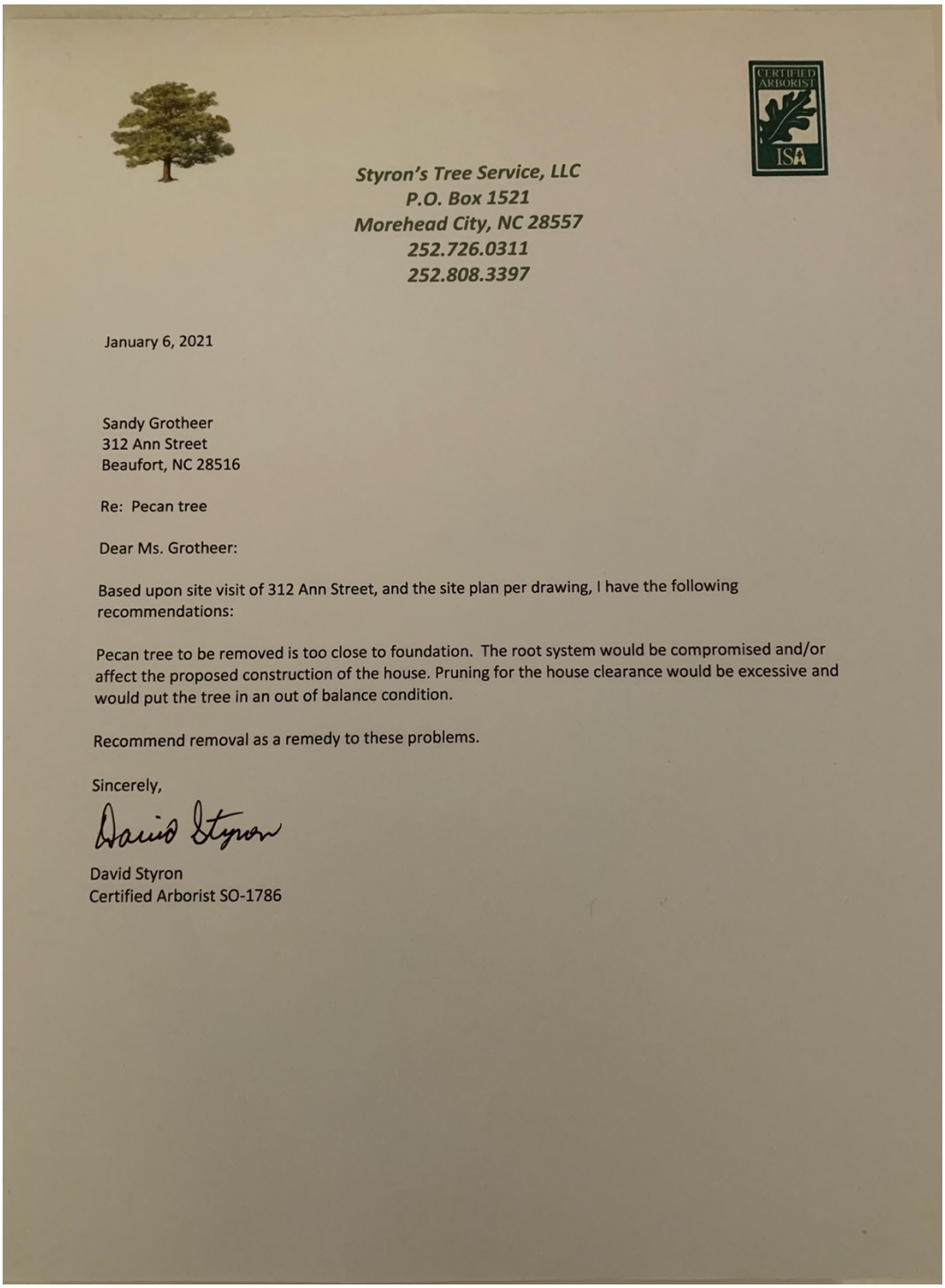
And

Details of Tree to be Removed

Notes on existing trees and vegetation.

1. Live Oak tree to remain.
2. Dying Pecan tree (non-native species) to be removed. Please see attached report from Styron's Tree Service, LLC
3. Three Crepe Myrtles to be replanted on lot

Licensed Arborist Report



Styron's Tree Service, LLC
P.O. Box 1521
Morehead City, NC 28557
252.726.0311
252.808.3397

January 6, 2021

Sandy Grotheer
312 Ann Street
Beaufort, NC 28516

Re: Pecan tree

Dear Ms. Grotheer:

Based upon site visit of 312 Ann Street, and the site plan per drawing, I have the following recommendations:

Pecan tree to be removed is too close to foundation. The root system would be compromised and/or affect the proposed construction of the house. Pruning for the house clearance would be excessive and would put the tree in an out of balance condition.

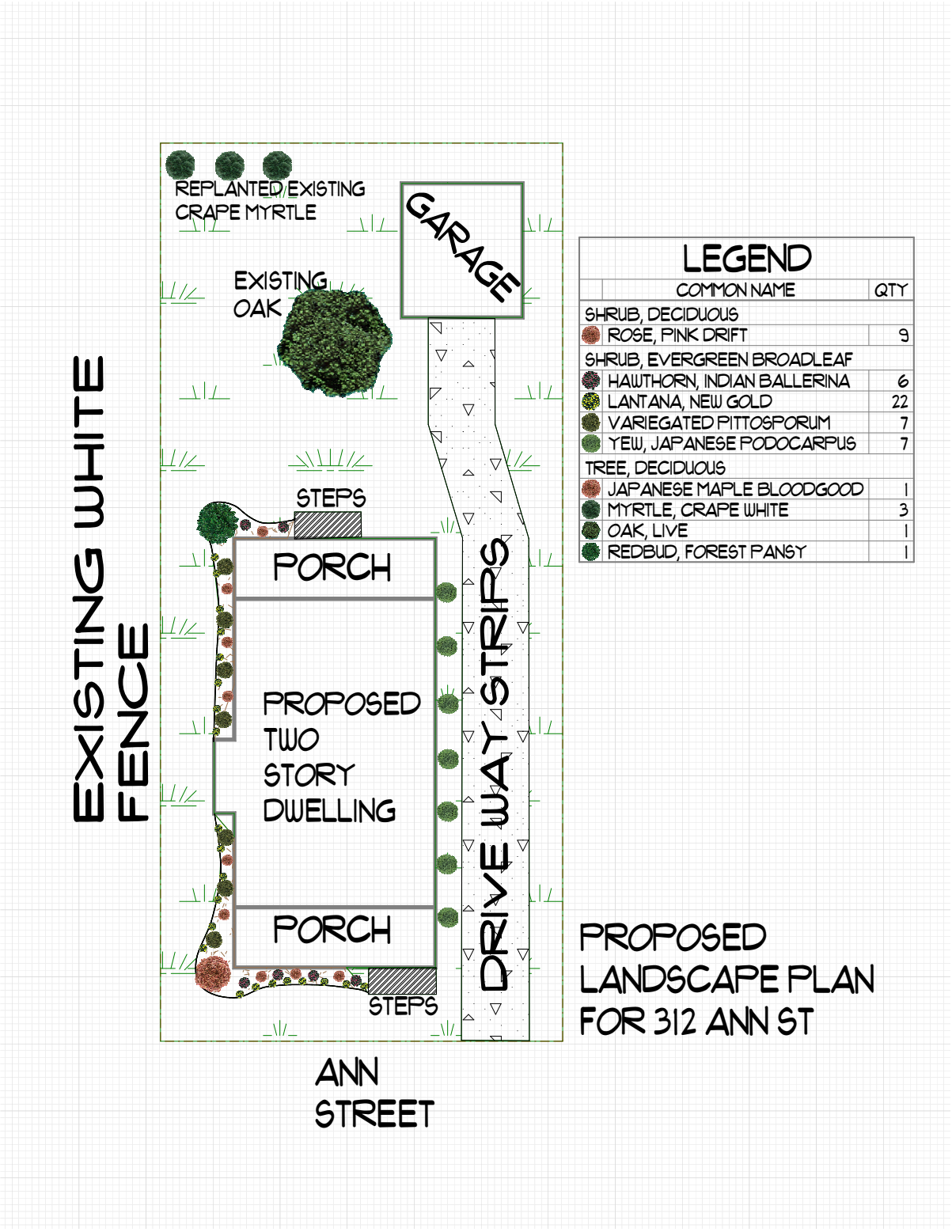
Recommend removal as a remedy to these problems.

Sincerely,

David Styron

David Styron
Certified Arborist SO-1786

Landscaping Plan



COMMON NAME	QTY
SHRUB, DECIDUOUS	
ROSE, PINK DRIFT	9
SHRUB, EVERGREEN BROADLEAF	
HAWTHORN, INDIAN BALLERINA	6
LANTANA, NEW GOLD	22
VARIEGATED PITTOSPORUM	7
YEW, JAPANESE PODOCARPUS	7
TREE, DECIDUOUS	
JAPANESE MAPLE BLOODGOOD	1
MYRTLE, CRAPE WHITE	3
OAK, LIVE	1
REDBUD, FOREST PANSY	1

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: Thermadoor 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

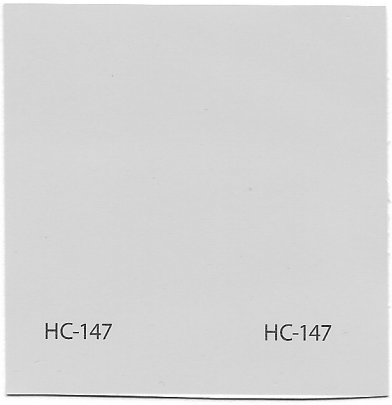
Porch Surface: Trex Porch Decking: Color - Pebble Gray

Exterior Lights: Saint James Lighting, Model: Magnolia, Copper Wallmount, Electric

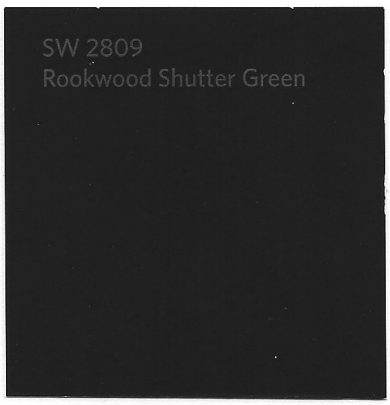
Materials and Colors: Paint Samples

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

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

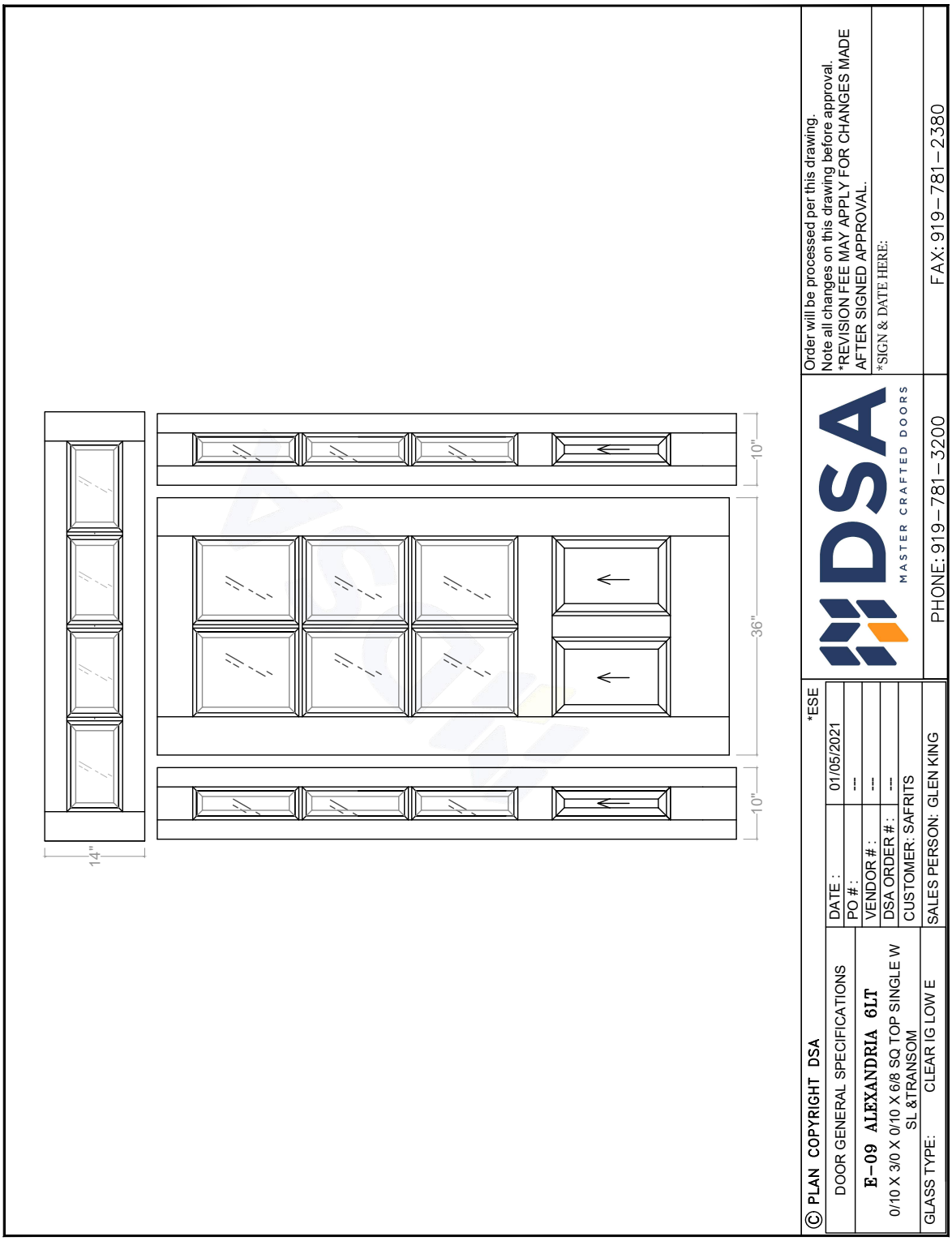


Color for Louvered Shutters
Sherman Williams SW-2809, Rookwood Shutter Green



Materials and Colors: Example Pictures

Materials and Colors: Front Door Detail



Materials and Colors: Window Detail

Andersen 400 Series SDL with Fixed Exterior “4 over 1” Grills

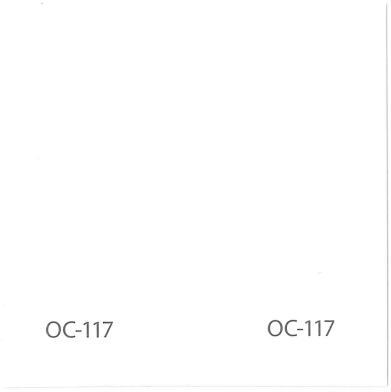
Notes:

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.

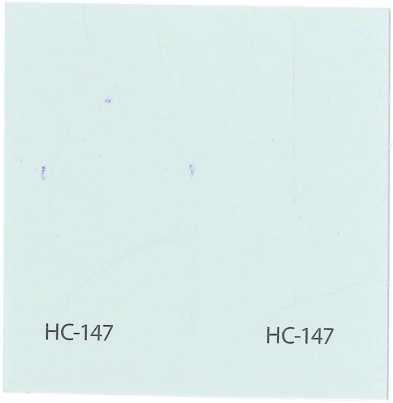
312 ANN STREET
Sandy Grotheer

Materials and Colors: Paint Samples

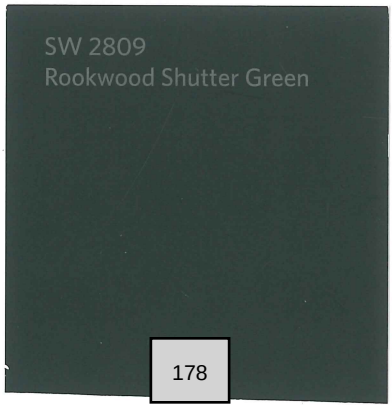
Color for Siding, Trim, Porch Columns and Railings
Benjamin Moore OC-117, Simply White



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



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



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, March 2, 2021 – Virtual Meeting via Zoom

AGENDA CATEGORY: New Business

SUBJECT: Case 21-06 120 Moore Street – Accessory Structure

BRIEF SUMMARY:

- Construct a 270 sq. ft. accessory structure in the rear yard of 120 Moore Street.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A

BHPC STAFF REPORT

To: BHPC Members

From: Kyle Garner, Planning Director

Date: January 19, 2021

Case No. 21-06

Request: Construct a 270 sq. ft. accessory Structure in the rear yard of 120 Moore Street

Applicant: David & Adeline Talbot

Property Information:

Owners: Same
Location: 120 Moore Street
PIN#: 730617018034000

Project Information: In November 2019 the HPC approved a COA for an addition to 120 Moore Street. Since the meeting the applicants have working on the house to meet the requirements of their COA.

Attachments:

- Vicinity Map
- Adjacent Property Owners list
- Application
- Elevation Drawings

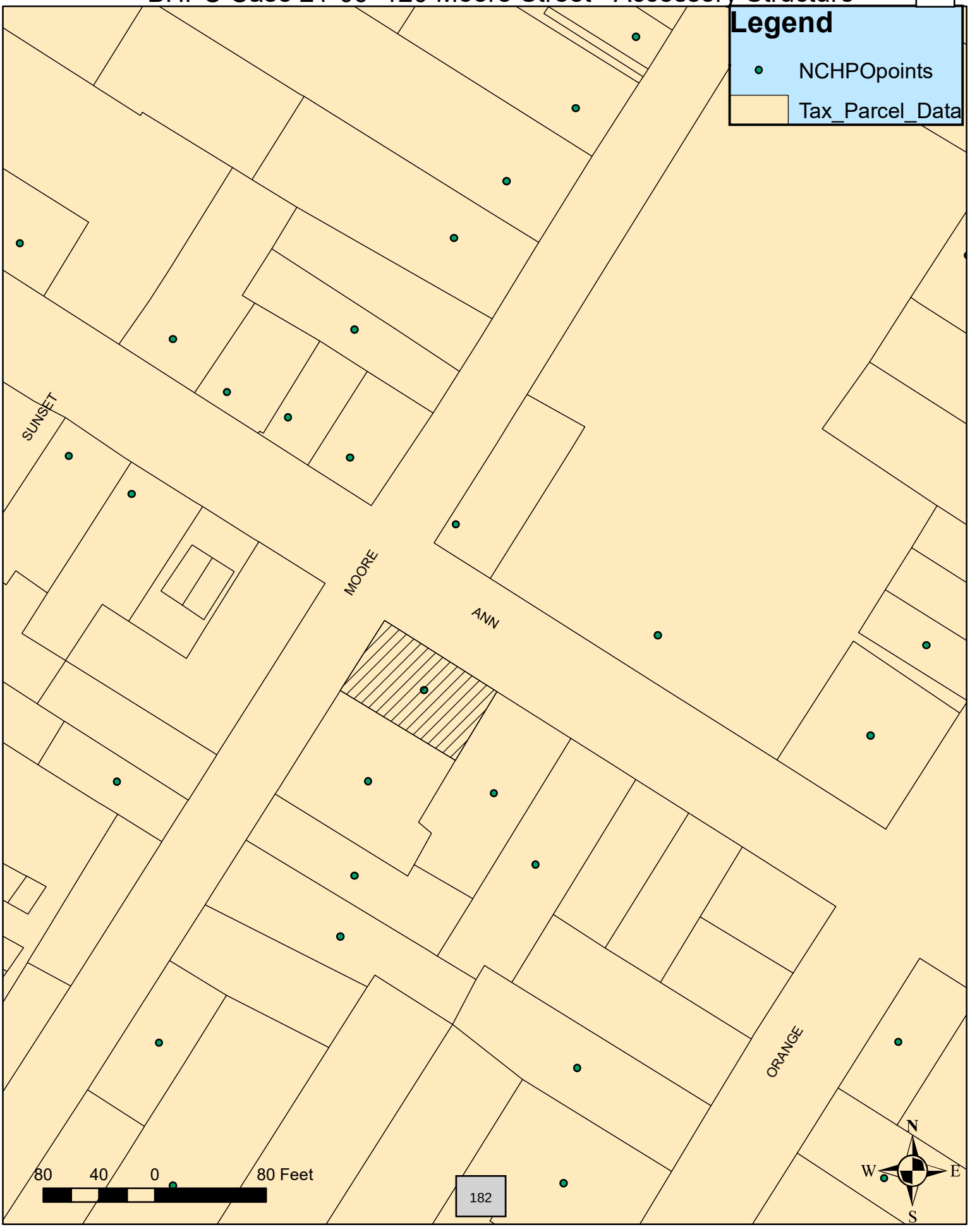
Landscaping Guidelines

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

Roof Guidelines

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

BHPC Case 21-06 120 Moore Street - Accessory Structure



OWNER	AIL_HOU	MAIL_ST	MAIL_CITY	L_ST	AIL_ZI	AIL_ZI
COSTLOW,VIRGINIA HERRMAN MASON	201	ANN STREET	BEAUFORT	NC		28516
JOHNSON,ZACKARY I ETAL HUNT	206	ANN STREET	BEAUFORT	NC		28516
PAUL,ALLAN	403	GLASCOCK ST	RALEIGH	NC		27604
RISSER,MARGARET PINER	118	MOORE STREET	BEAUFORT	NC	2129	28516
ST PAULS EPISCOPAL CHURCH	209	ANN STREET	BEAUFORT	NC		28516
TALBOT,DAVID C ETUX ADELINE C	120	MOORE STREET	BEAUFORT	NC		28516
TUTAK,CHRISTOPHER N ETUX HEIDI	131	ANN STREET	BEAUFORT	NC		28516

5

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: DAVID AND ADELINE TALBOT

Applicant Address: 913 ANN ST, BEAUFORT NC 28516

Business Phone: 336-543-6879 Email/Cell: talbotdavid50@gmail.com

Property Owner Name: DAVID AND ADELINE TALBOT

Address of Property: 120 MOORE STREET BEAUFORT

Phone Number: 336-543-6879 Email/Cell: talbotdavid50@gmail.com

PROJECT INFORMATION

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

SEE ATTACHED.

Estimated Cost of Project: $ 30,000.00 Year House Built: (1816, 1853 EST.)

Applicant Signature MD Date 1/14/21

Property Owner Signature (if different than above) 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: _____

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
120 MOORE STREET
BEAUFORT NC

APPLICANT/OWNER INFORMATION

APPLICANT: David and Adeline Talbot
913 Ann Street
Beaufort NC 28516

TELEPHONE: David Talbot: 336-543-6879
Adeline Talbot: 336-312-5654

EMAIL: David Talbot: talbotdavid50@gmail.com

PROPERTY OWNER: David and Adeline Talbot

ADDRESS OF PROPERTY: 120 Moore Street, Beaufort NC 28516

PROJECT INFORMATION

The owners propose to build an outbuilding in the yard behind the home that will serve as a storage and utility shed. The structure will be wood framed, on a slab foundation with brick edging at base to match the main house. Siding will be clapboard using hardie board, with white color to match the main house. Roofing of asphalt shingles also to match the front portion of the main house.

Dimensions, site plan, a drawing of the proposed building, and images of the proposed windows, doors, and shingles are attached. Photographs of the yard and proposed construction site are also attached. The proposed outbuilding placement will be within appropriate setbacks for this corner lot, as indicated on the site plan.

No changes to the landscaping are planned at this time. A small and derelict shed in the back yard will be removed from the property.

Images of the shingles and paint color are attached, and both will match the materials recently approved in the COA for reconstruction of the main house which have been used in the reconstruction project.

Images of the door and window type to be used are attached

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). (A1) (A2)
   - ☒ Photographs of the streetscape, the site, and existing buildings to be impacted. (A3 - A6)
   - ☒ A site plan showing dimensions of both existing and proposed conditions. (A7)
   - ☒ A description of all building and/or landscaping materials (such as siding, roofing, windows, doors, signs, planting materials, etc.). (A8), (8-9).
2. **Items required as applicable to project:**
   - ☒ A description of any planned demolition. N/A
   - ☐ An indication of all trees to be replaced and/or removed. N/A
   - ☐ A landscaping plan indicating major planting materials. N/A.
   - ☐ Exterior paint color sample/color swatch(s) for projects involving any change of exterior paint color(s) only. (A10) (A11)
   - ☐ All types of building material samples. (A12) (A13) (A14)
   - ☐ If a project involves the reconstruction of an earlier feature of a historic structure, documentation of the prior existence of such feature. N/A
3. **Additional items required (only) for new <u>Signage</u>:**
   - ☐ 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 **<u>must be present at the meeting</u>** 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 <u>building permit</u> 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 <u>j.ganey@beaufortnc.org</u>.

(A1)

Margaret Risser; 118 Moore Street

Christopher & Heidi Tatuk; 131 Ann Street

Virginia Costlow and Mason Herrman; 201 Ann Street

Zackery Johnson; 206 Ann Street

St Paul's Episcopal Church
205 & 209 Ann Street

Please note that the lot directly across Moore St has no built structures

(A3

VIEWS OF 120 MOORE STREET

VIEWS, NAMES & ADDRESSES OF ADJACENT PROPERTIES

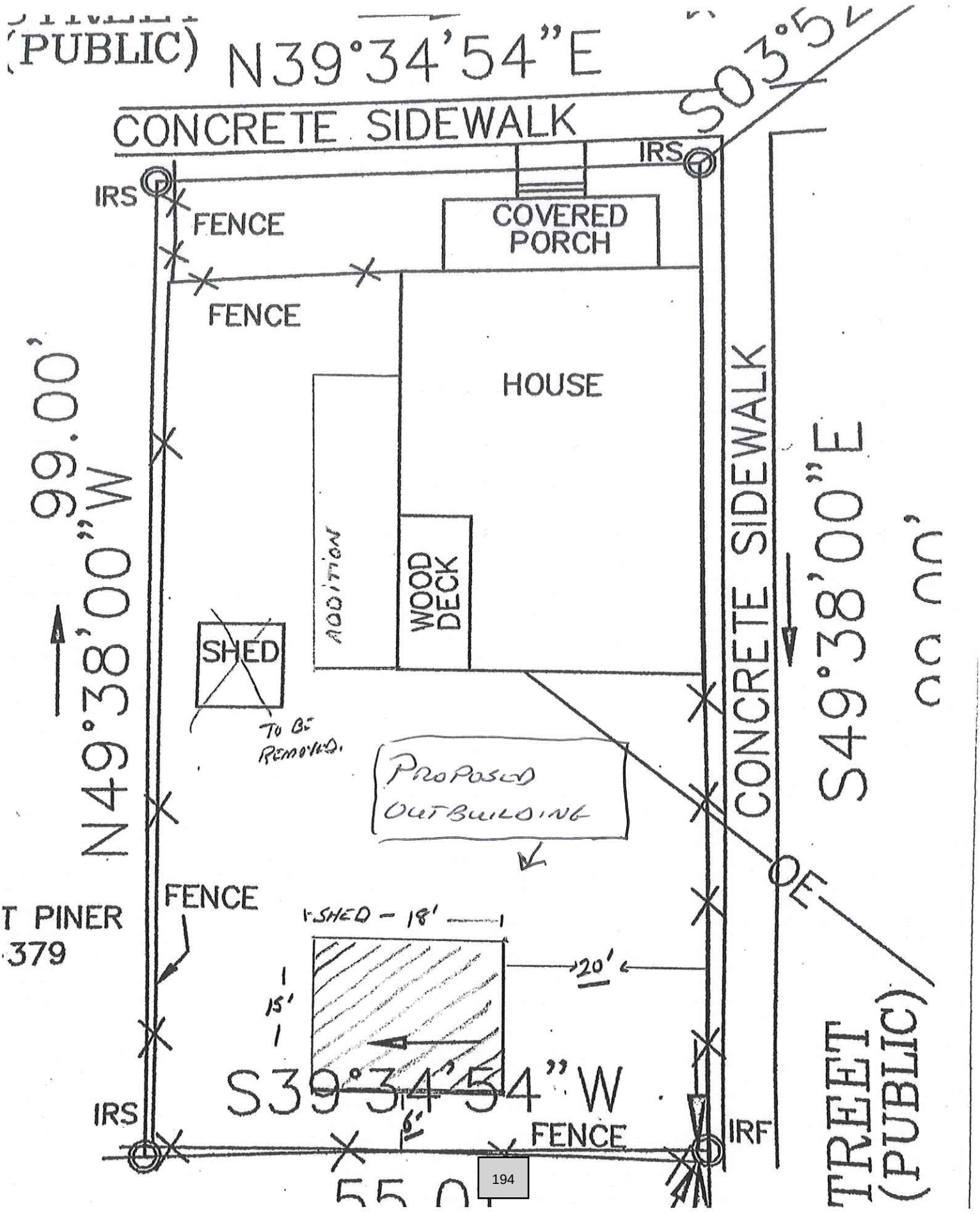
4.

191

ANN ST.

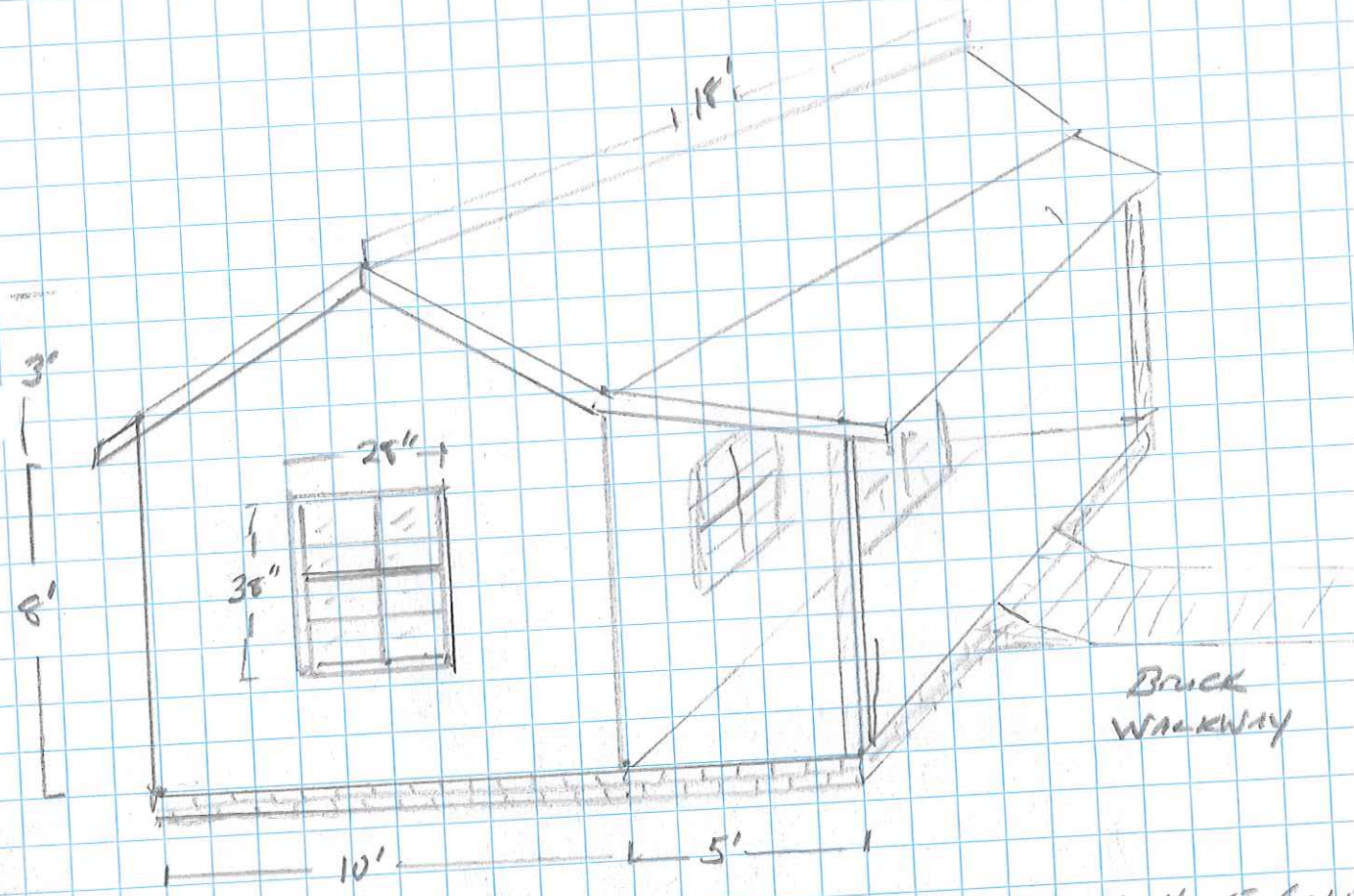
A6 IMG_7811.jpg

4.


(PUBLIC)
N39°34'54"E
CONCRETE SIDEWALK
S03°5
IRS
IRS
FENCE
COVERED PORCH
FENCE
HOUSE
99.00'
N49°38'00"W
ADDITION
WOOD DECK
SHED
TO BE REMOVED.
PROPOSED OUTBUILDING
CONCRETE SIDEWALK
S49°38'00"E
00 00'
T PINER
379
FENCE
1-SHED - 18'
20'
15'
S39°34'54"W
IRS
6'
FENCE
IRF
TREET
(PUBLIC)

A8

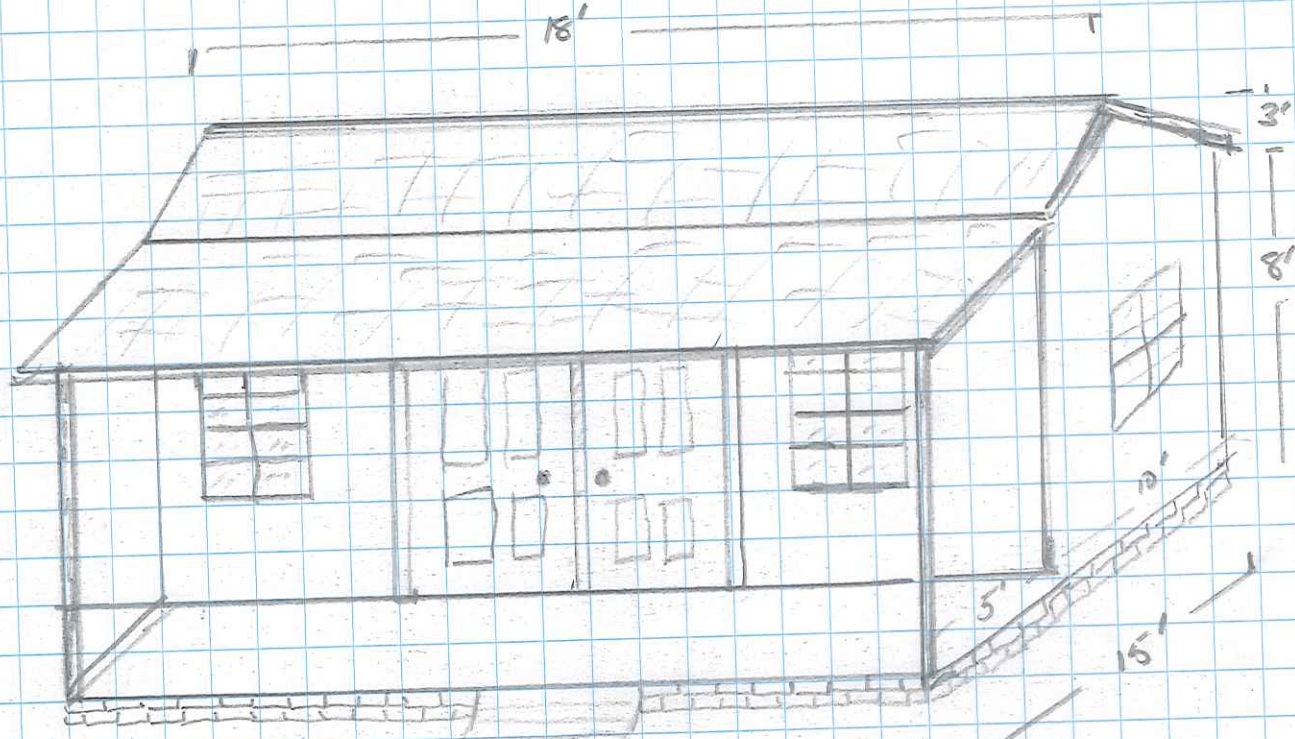
120 MOORE STREET
PROPOSED OUTBUILDING



WHITE CLAPBOARD SIDING - HARDIE BOARD - MATCHING HOUSE COLO
SLAB FOUNDATION WITH BRICK EDGING.
ASPHALT SHINGLES MATCHING ROOF OF MAIN HOUSE
WINDOWS WHITE VINYL PDL

(ANN ST)

120 MOORE STREET
PROPOSED OUTBUILDING

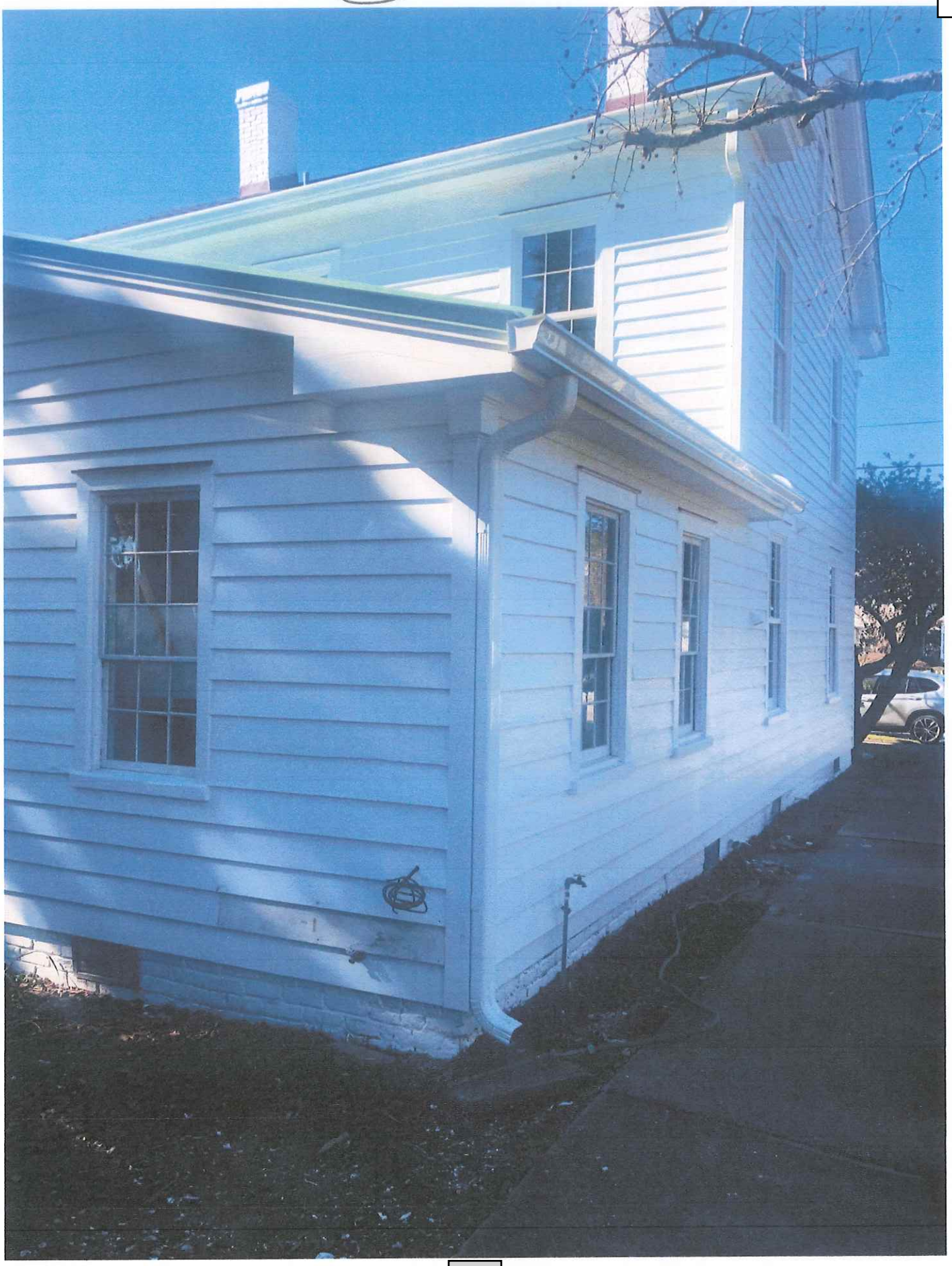


A9

← ANN STREET

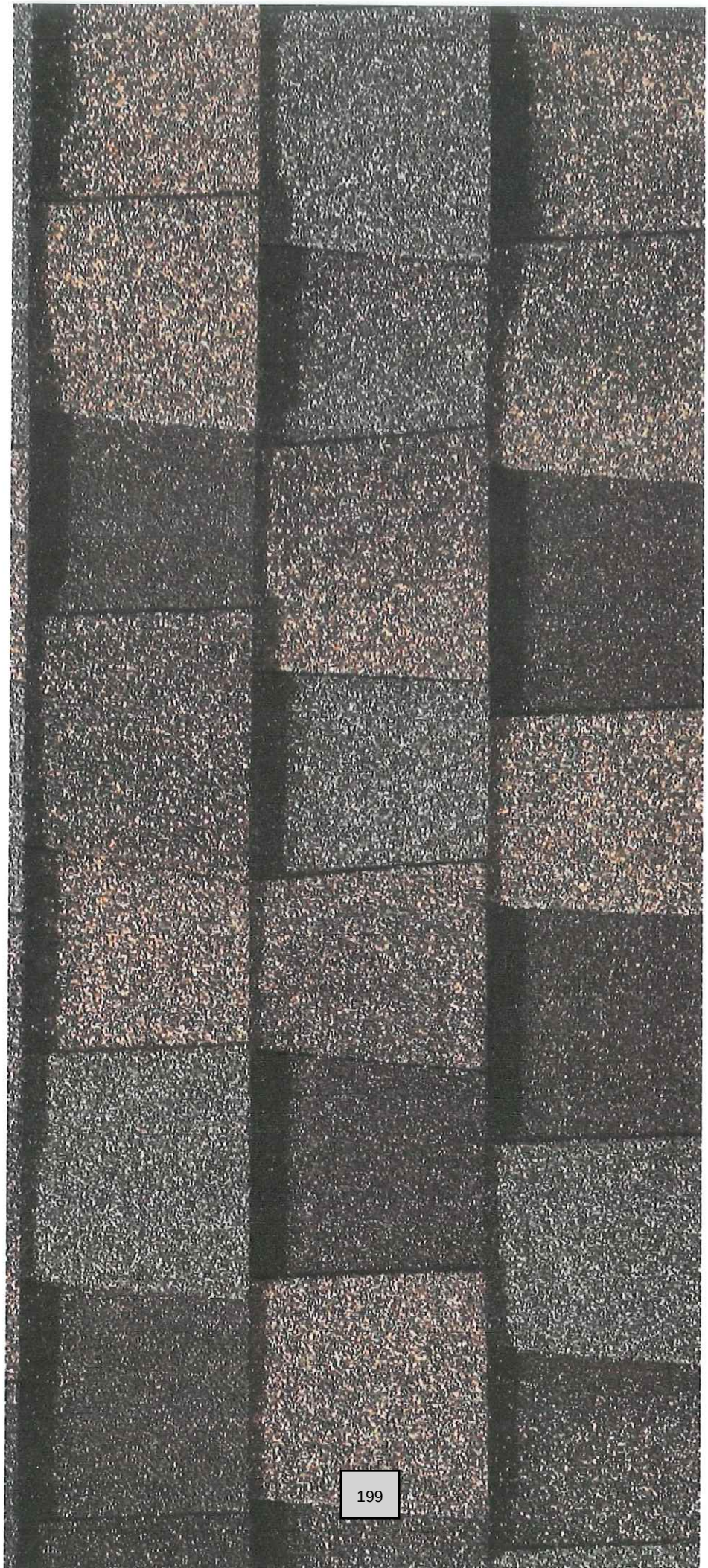
WINDOWS 28" x 38" VINYL WHITE FOL
DOORS VINYL WHITE

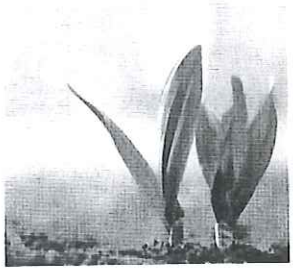
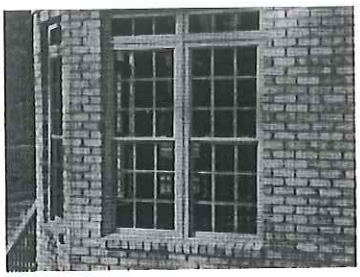
AGED BRICK WALKWAY TO HOUSE.



A12

4.

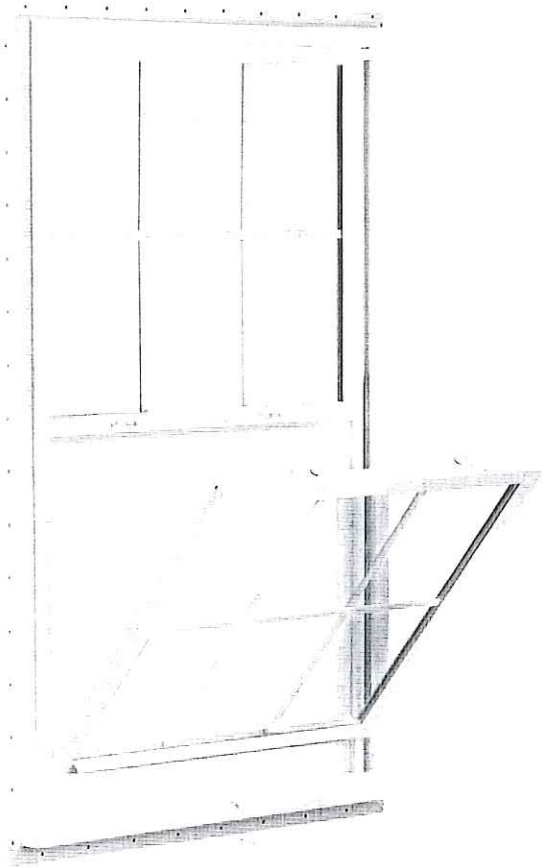


(A13)

SERIES 150 SINGLE HUNG WINDOWS

FOR NEW CONSTRUCTION



Single hung, picture windows and architectural shapes

- Beautiful, true brick mould exterior frame perimeter
- Bottom sash tilts in for easy cleaning
- Fully welded frame and sash corners
- Sloped sill for easy water run-off
- DP 50 rating (window size tested 36" x 74")
- Integrated J-channel (Series 160 available without J-channel)
- Pre-punched nail fin makes installation simple
- Insulated glass panels with optimum thermal air space featuring warm-edge spacer system
- Block & tackle balance system
- Continuous head and sill on twins and triples
- Half screen comes standard*
- Jamb depth: 3.277"
- Limited lifetime warranty with 25 year insulated glass coverage

CUSTOM Options

- Low-E Glass
- Low-E Glass + Argon Gas
- Ultra Low-E Glass + Argon Gas
- 5/8" and 3/4" flat, 5/8" or 1" contoured, and 1 1/8" simulated divided lite (SDL) grids available
- Eight exterior painted colors
- Factory mulling of twins, triples and architectural shapes
- Paintable or stainable wood jamb extensions (4 9/16" and 6 9/16")
- Charcoal aluminum mesh screen*
- Window Opening Control Device restricts sash opening for safety
- Custom sizes available
- Window Opening Control Device

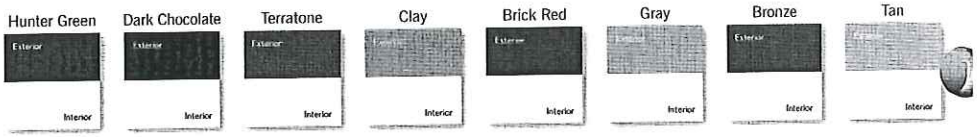
COLOR OPTIONS

Vinyl Colors:*

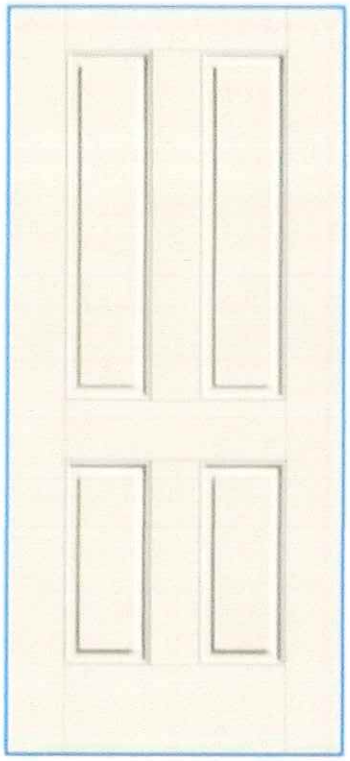
White | Almond | Clay

Paint Exterior Colors:*

Hunter Green | Dark Chocolate | Terratone | Clay | Brick Red | Gray | Bronze | Tan



P ss may affect color shown. Please refer to actual window sample when selecting colors.
N cturer reserves the right to substitute components as necessary for continued product improvement.
*Screens are not meant to restrain a child from falling through an open window.



6

S960

2/8	6/8
2/10	6/8
3/0	6/8

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, March 2, 2021 – Virtual Meeting via Zoom

AGENDA CATEGORY: New Business

SUBJECT: Case 21-07 109 Broad Street – Rear Enclosure

BRIEF SUMMARY:

Enclosure of a portion of the rear carport.

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: February 15, 2021

Case No. 21-07

Request: Enclosure of a portion of the rear carport.

Applicant Bob Brown
109 Broad Street
Beaufort, NC 28516

Property Information:

Owners: Bob & Reva Brown
Location: 109 Broad Street
Parcel Id # 730617019768000

Project Information:

In January 2018 this site was approved for a Single-Family Dwelling that included an open carport in the rear of the property. This property was given a Certificate of Occupancy on November 26, 2018.

Proposed Work:

- Enclose existing carport area so it will connect to the house.

Material:

- See Attached Exhibit for Details

Color:

- See Attached Exhibit from Applicant for Details

Attachments:

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

New Construction Guidelines (P. 88 additions)

Building Placement

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

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

Building Height/Scale

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

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

Materials

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

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

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

Form and Rhythm

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.

BHPC Case 21-07 109 Broad Street - Rear Enclosure

OWNER	MAIL_HOUSE	MAIL_ST	MAIL_CITY	IL_ST	AIL_ZI	AIL_ZI	MAIL_ADD2
103 BROAD ST LLC ETAL	7706	SIX FORKS ROAD	RALEIGH	NC		27615	
BOONE,THOMAS E ETUX JUDITH B			WILSON	NC		27895	PO BOX 3796
BROWN,ROBERT GREEN ETUX REVA	PO BOX 173		BEAUFORT	NC	0173	28516	
GARDNER,LYLE D ETUX RHONDA U	10501	CHARMFORD WAY	RALEIGH	NC		27615	
GRANVILLE LLC	107	BROAD STREET	BEAUFORT	NC		28516	
HAUS,THOMAS REILLY ETUX MARY B	801	OAKLAWN AVE	WINSTON SALEM	NC	2221	27104	
JENKINS,GEORGE G ETUX LAUREN K	807	NORTH MAIN STREET	TARBORO	NC		27886	
WATKINS,JOHN D JR ETUX DEBRA H	8904	CAPE HENRY DRIVE	RALEIGH	NC	5839	27615	

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: Robert G. Brown

Applicant Address: 109 Broad Street

Business Phone: N/A Email/Cell: revabnce@gmail.com

Property Owner Name: Robert G. Brown

Address of Property: 109 Broad St.

Phone Number: 252-714-5245 Email/Cell: revabnce@gmail.com

PROJECT INFORMATION

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

Estimated Cost of Project: $ 130,000.00

Year House Built: 2018

Robert G. Brown
Applicant Signature

2/5/2021
Date

Property Owner Signature (if different than above)

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: _____

Date: _____

Reviewed for Completeness: _____

Date Deemed Completed and Accepted: _____

Bob and Reva Brown Addition

109 Broad Street

Beaufort, NC

COA Submittal

1.) Adjacent property owners: Thomas R & Mary B Haus, 111 Broad Street

Granville LLC, 107Broad Street

Thomas E & Judith B Boone, 105 Broad Street

Lyle D & Rhonda U Gardner, 103 Broad Street

John D, Jr & Debra H Watkins, 104 Broad Street

Clay R & Adah Shields, 108 Broad Street

George G & Lauren K Jenkins, 110 Broad Street

Description of Building and landscape materials:

Added metal ss roofing to match color of existing Metal roof. The siding and paint color to be added to the existing back porch will match that on the existing house. The siding on the golf cart garage and storage closets are board and batten of the same fiber cement material and paint color as the existing house siding. The windows and doors will match the style/look of the existing windows and doors. The garage door will be white insulated enamel finished metal overhead door. All exterior trim will match the trim on the existing house. The decking is 5/4" x 5 1/2" #1 SYP PT to match existing. The white painted handrails will match the existing handrails. The floor to the storage, golf cart garage and elevator pit will be concrete.

There will be no changes in the landscaping other than adding washed gravel like the existing at the entrance to the golf cart garage tying into the existing gravel driveway.

2.) Demolition: Remove decking from back porch and between porch and carport. Remove siding from wall on the porch which becomes an interior wall.

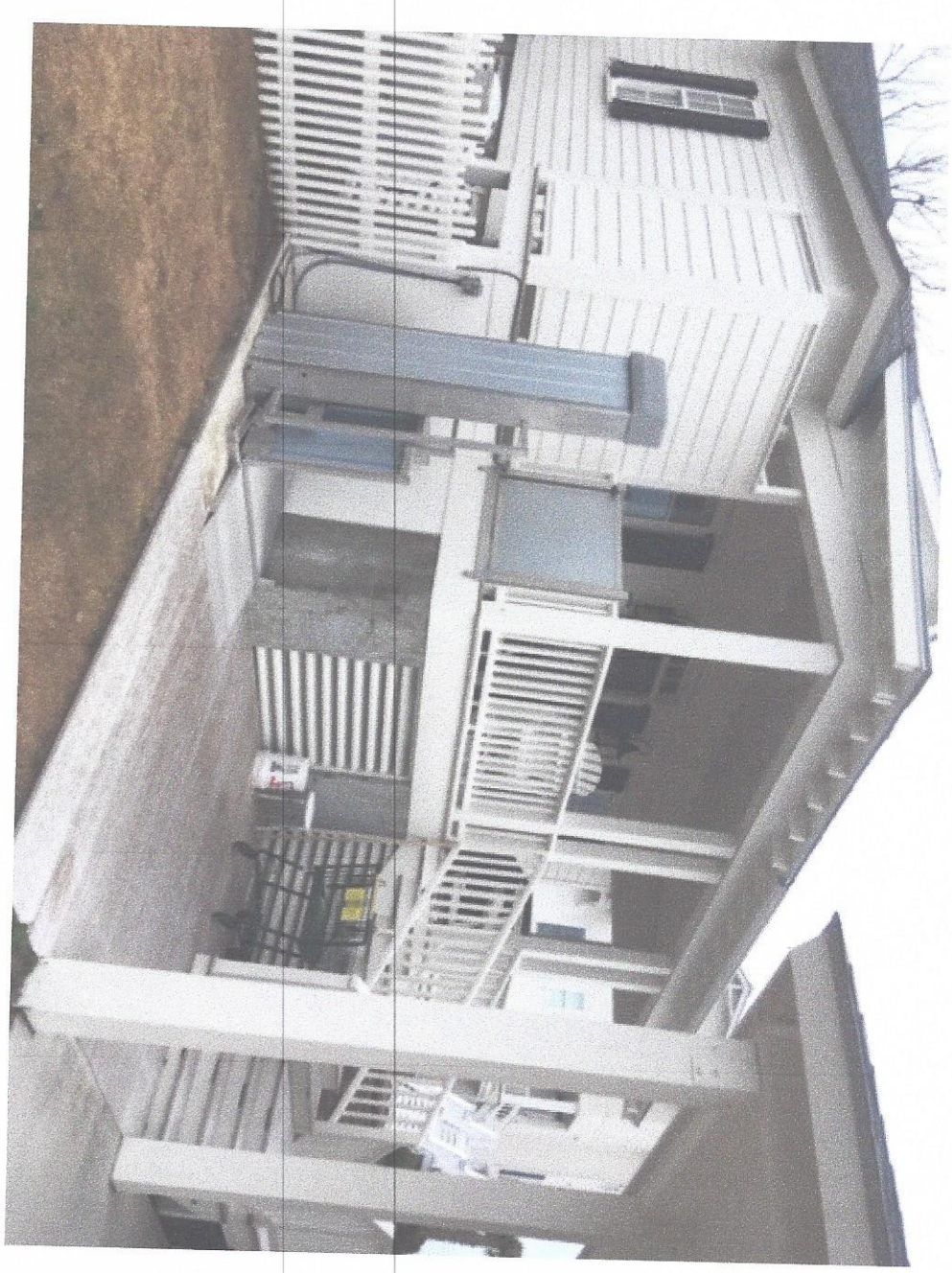
No Trees planned to be replaced or removed.

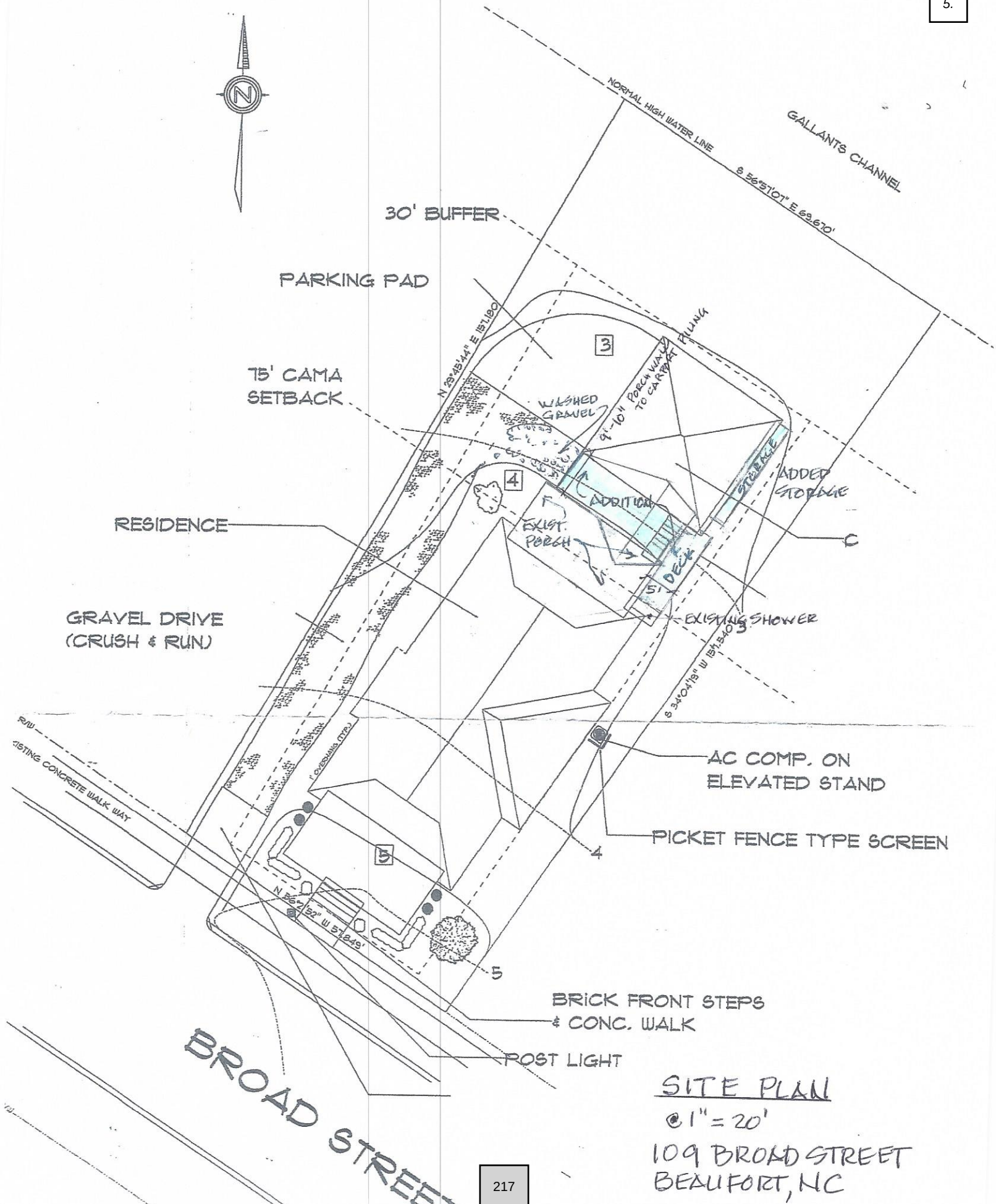
Landscaping Plan : no additional landscaping planned. Gravel added shown on site plan.

No change in color

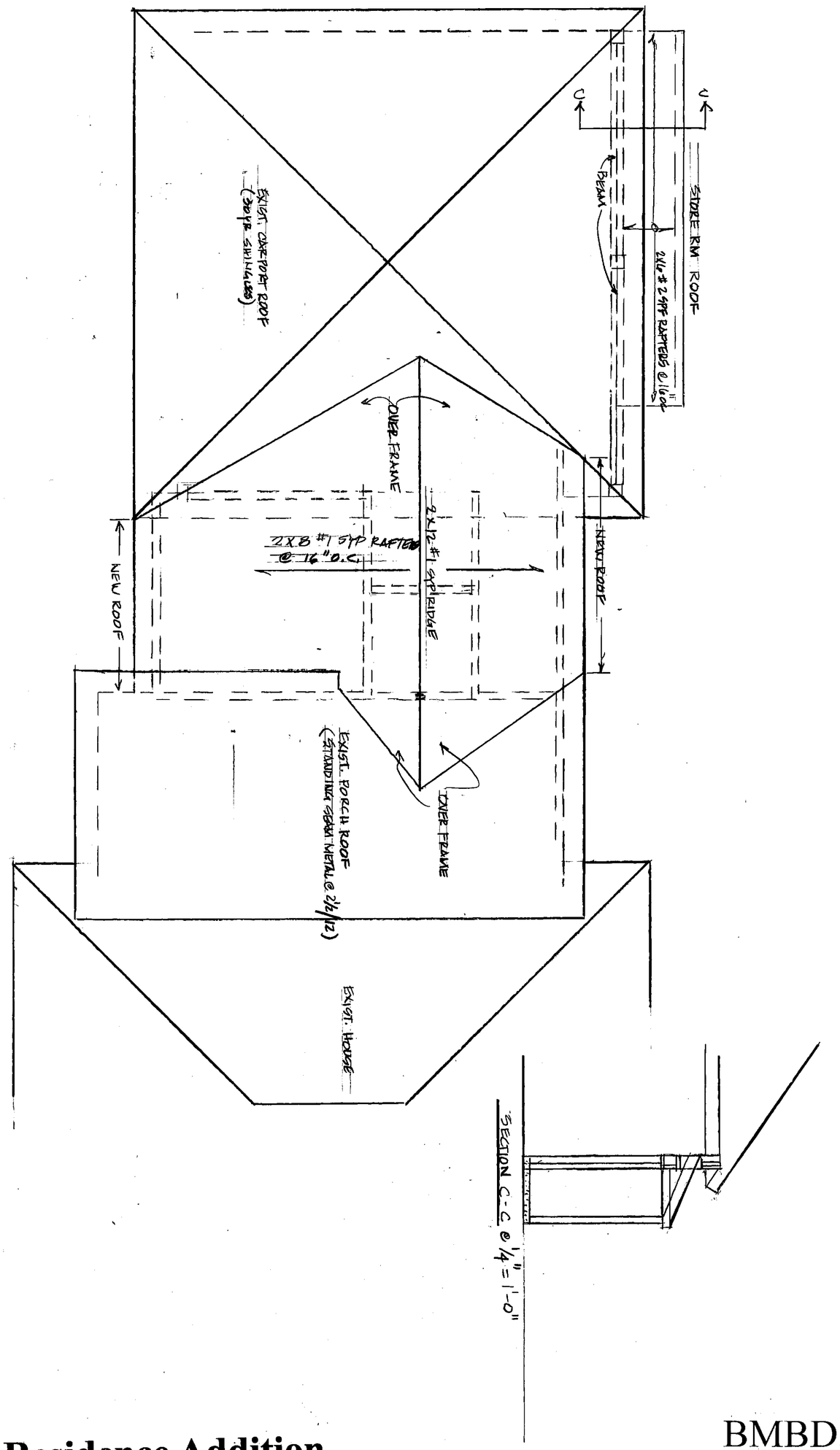
Bruce Maness

919-730-1397 manessdesignbuild@gmail.com





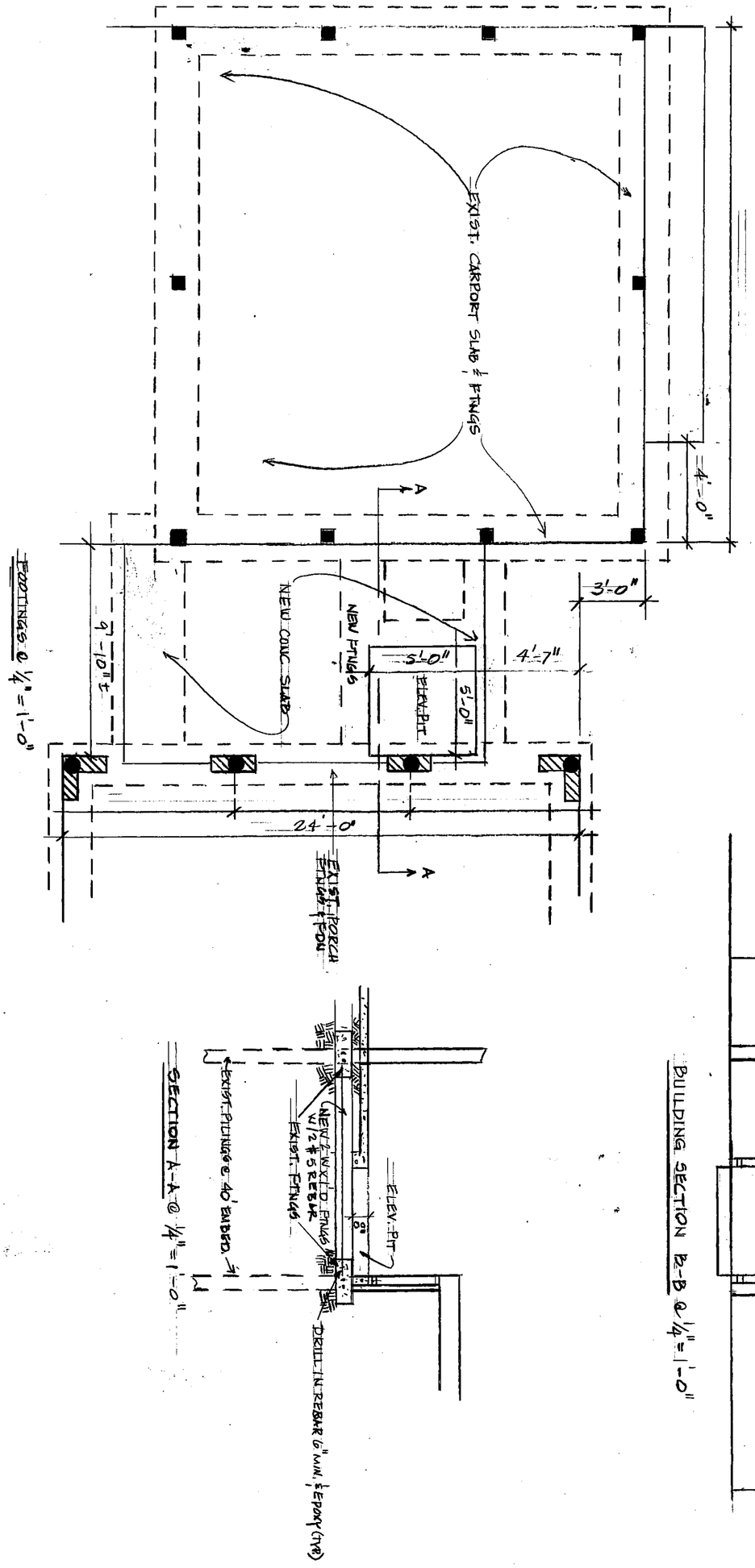
SITE PLAN
@ 1" = 20'
109 BROAD STREET
BEAUFORT, NC

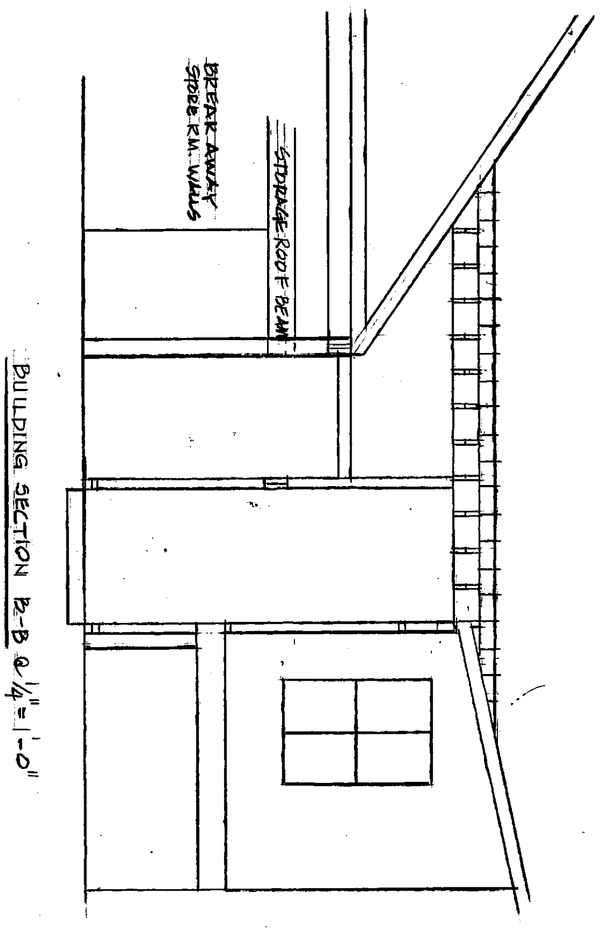


Brown Residence Addition

109 Broad Street
Beaufort, NC 28516

BMBD,INC.
1416 Dixie Trail
Raleigh, NC 27607
(919) 730-1397

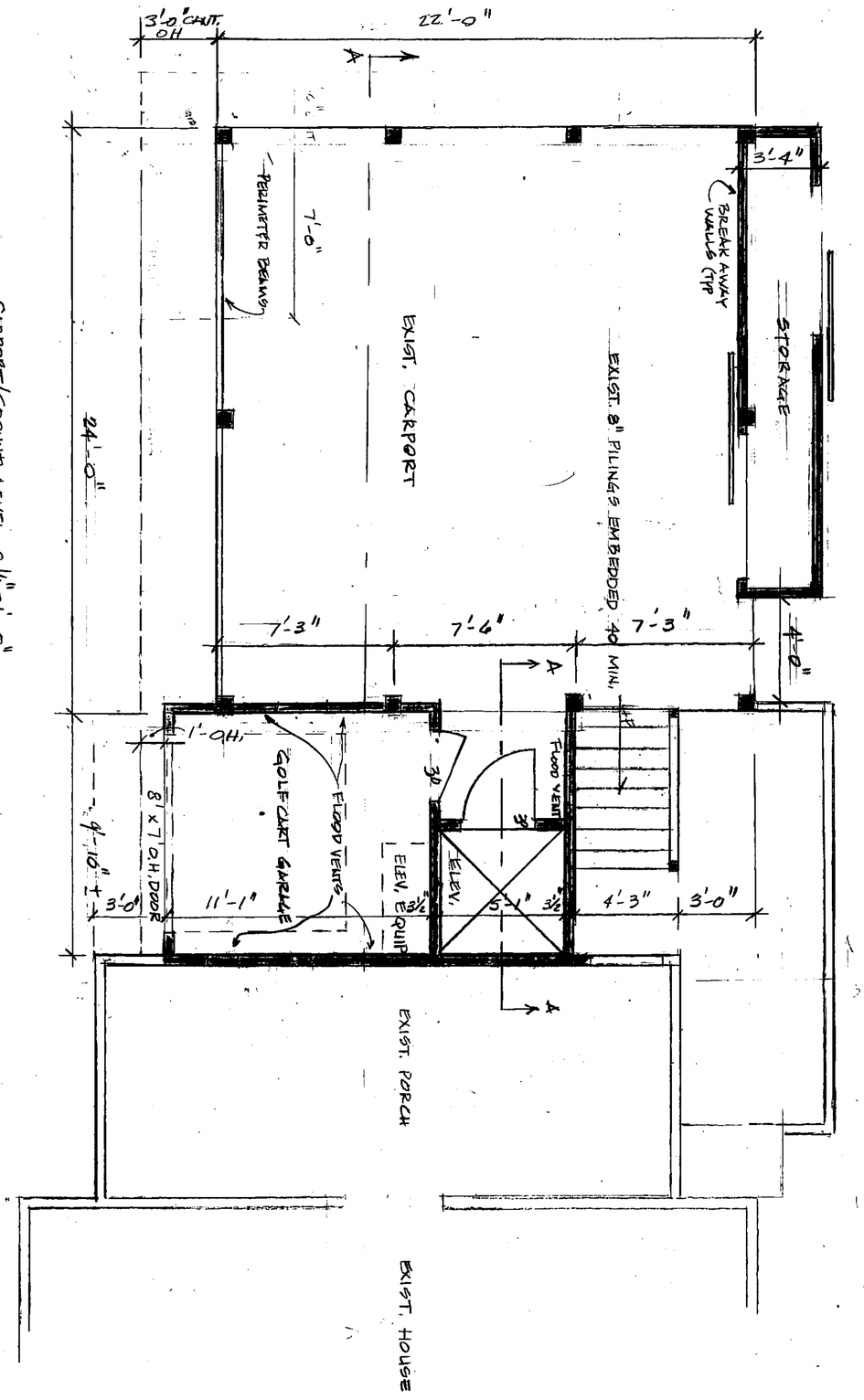




Brown Residence Addition

109 Broad Street
Beaufort, NC 28516

BMBD, INC.
1416 Dixie Trail
Raleigh, NC 27607
(919) 730- 1397 Lic#32413

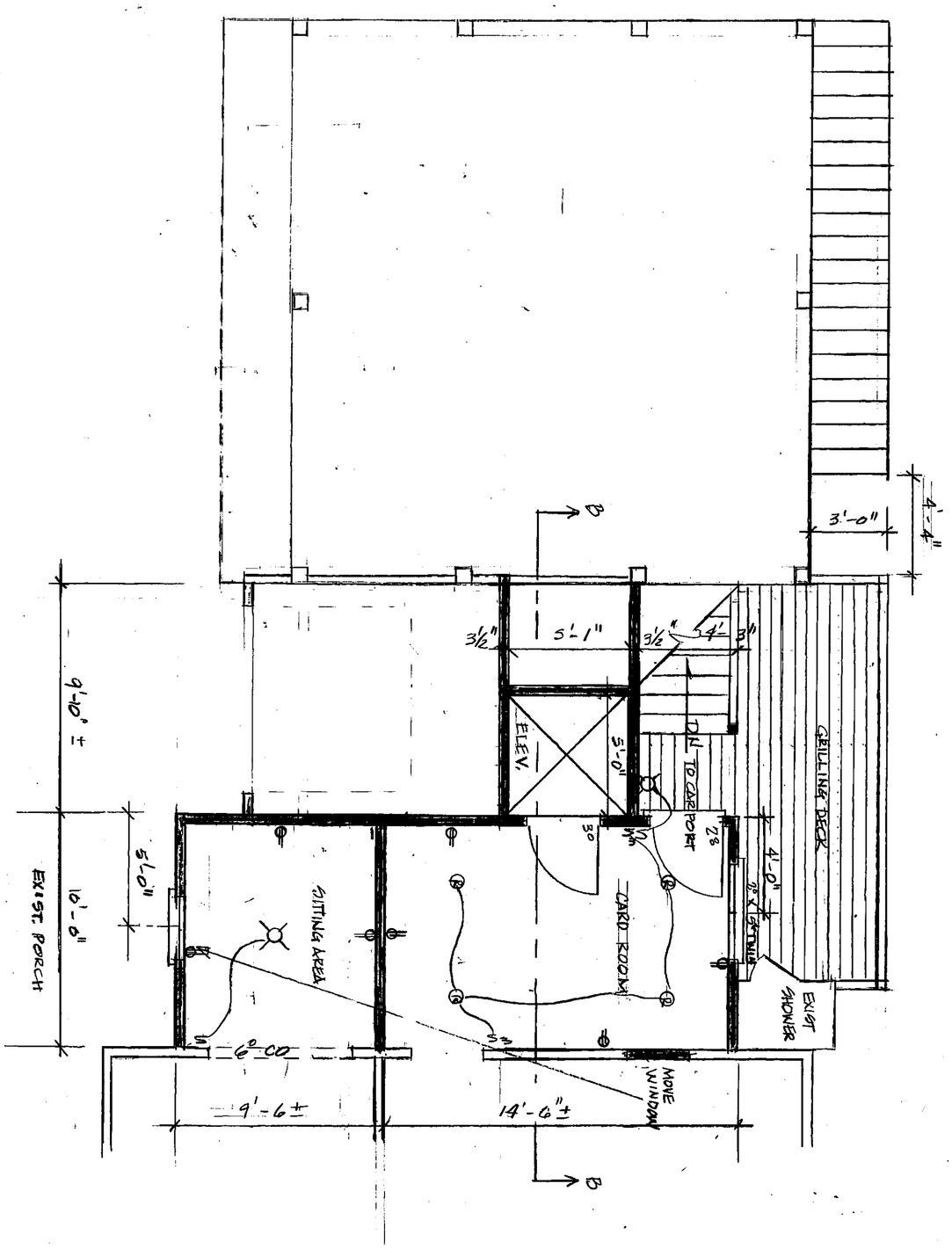


CARPORT/GROUND LEVEL @ 1/4" = 1'-0"

Brown Residence Addition

109 Broad Street
Beaufort, NC 28516

BMBD, INC.
1416 Dixie Trail
Raleigh, NC 27607
(919) 730- 1397 Lic#32413



Brown Residence Addition

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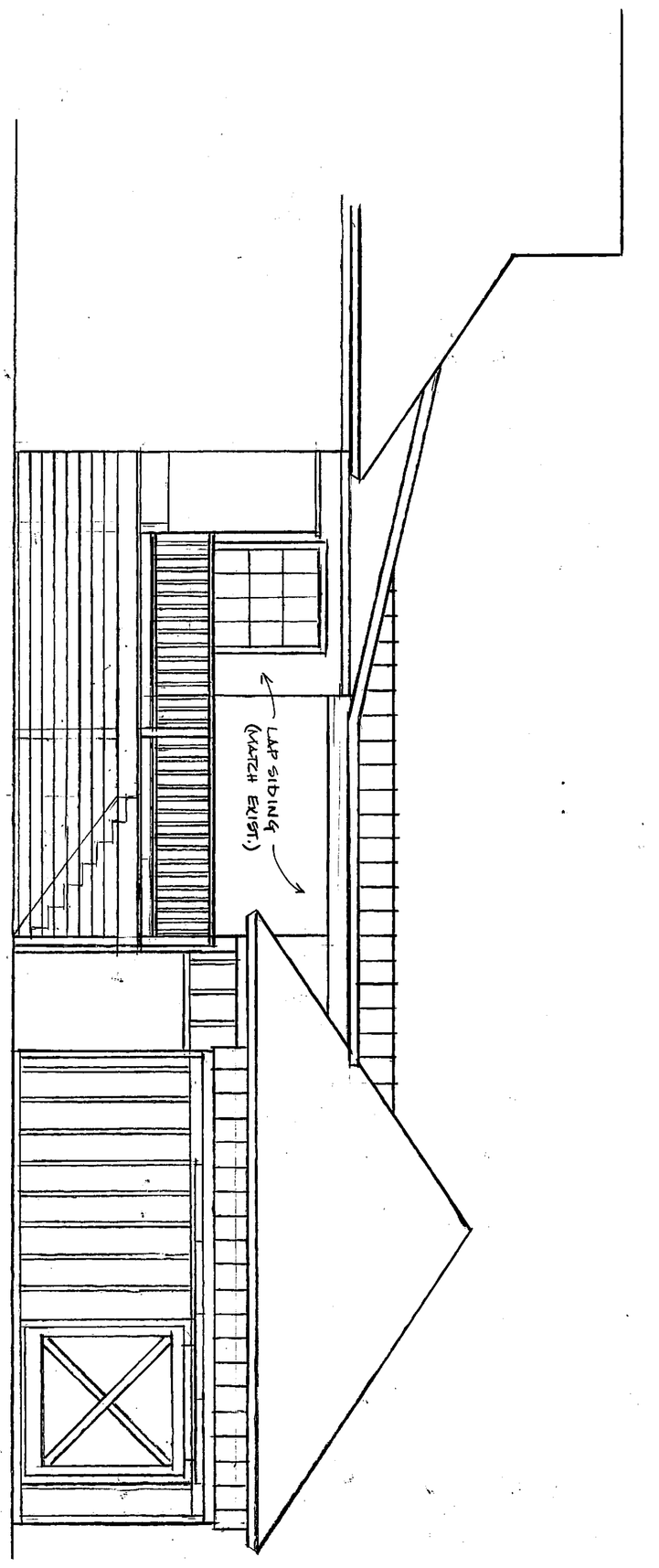
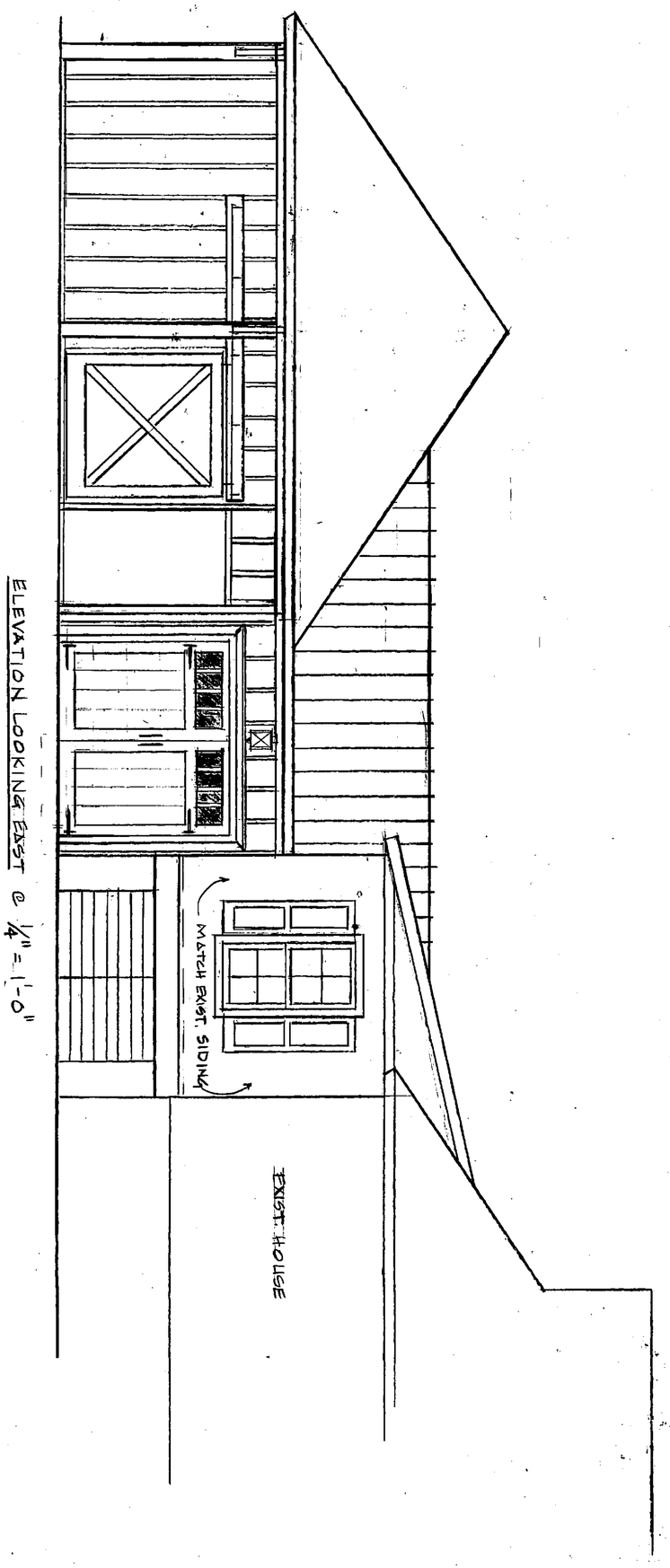


ELEVATION LOOKING WEST @ 1/4"=1'-0"



ELEVATION LOOKING EAST @ 1/4"=1'-0"

Brown Residence Addition

109 Broad Street
Beaufort, NC 28516

BMBD, INC.
1416 Dixie Trail
Raleigh, NC 27607
(919) 730-1397 Lic#32413

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, March 2, 2021 – Virtual Meeting via Zoom

AGENDA CATEGORY: New Business

SUBJECT: Case 21-08 301 Front Street – Deck over existing maintenance area.

BRIEF SUMMARY:

- The Inlet Inn request to place a deck/covering over the existing maintenance area in the side/rear of the property.

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: February 15, 2021

Case No. 21-08

Request: The Inlet Inn request to place a deck/covering over the existing maintenance area in the side/rear of the property.

Applicant
Jay Tervo, Inlet Inn
601 Front Street
Beaufort, NC 28516

Property Information:

Owners: Town of Beaufort
Location: 601 Front Street
Parcel Id # 730505291706000

Project Information: In the District Survey, updated by Ruth Little, the house at 601 Front is described as **Inlet Inn** (replacement) c. 1980's. Newly constructed Inn replaces the old Inlet Inn which use to stand on the opposite corner of the block, Large, traditional Beaufort-style, 2 ½ story, side gable reproduction with engaged 2-story porch dominates the street front. Also, features 6 interior chimneys and lengthy rear wing with matching porches.

Proposed Work:

- See Detailed Description submitted by applicant dated February 8, 2021

Material:

- See Detailed Description submitted by applicant dated February 8, 2021

Color:

- See Detailed Description submitted by applicant dated February 8, 2021

Attachments:

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

Decks on Historic Buildings Guidelines

7.9.1 Locate decks only on the rear ground level of historic buildings or other ground-floor level where the deck is not visible from public view.

7.9.2. Design decks to eliminate physical or visual damage to significant historic architectural features.

7.9.4. Provide proper flashing and other details to reduce or eliminate moisture damage to the historic structure.

7.9.5. Decks may not be constructed on the roof of any historic structure in the historic district.

New Construction Guidelines

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

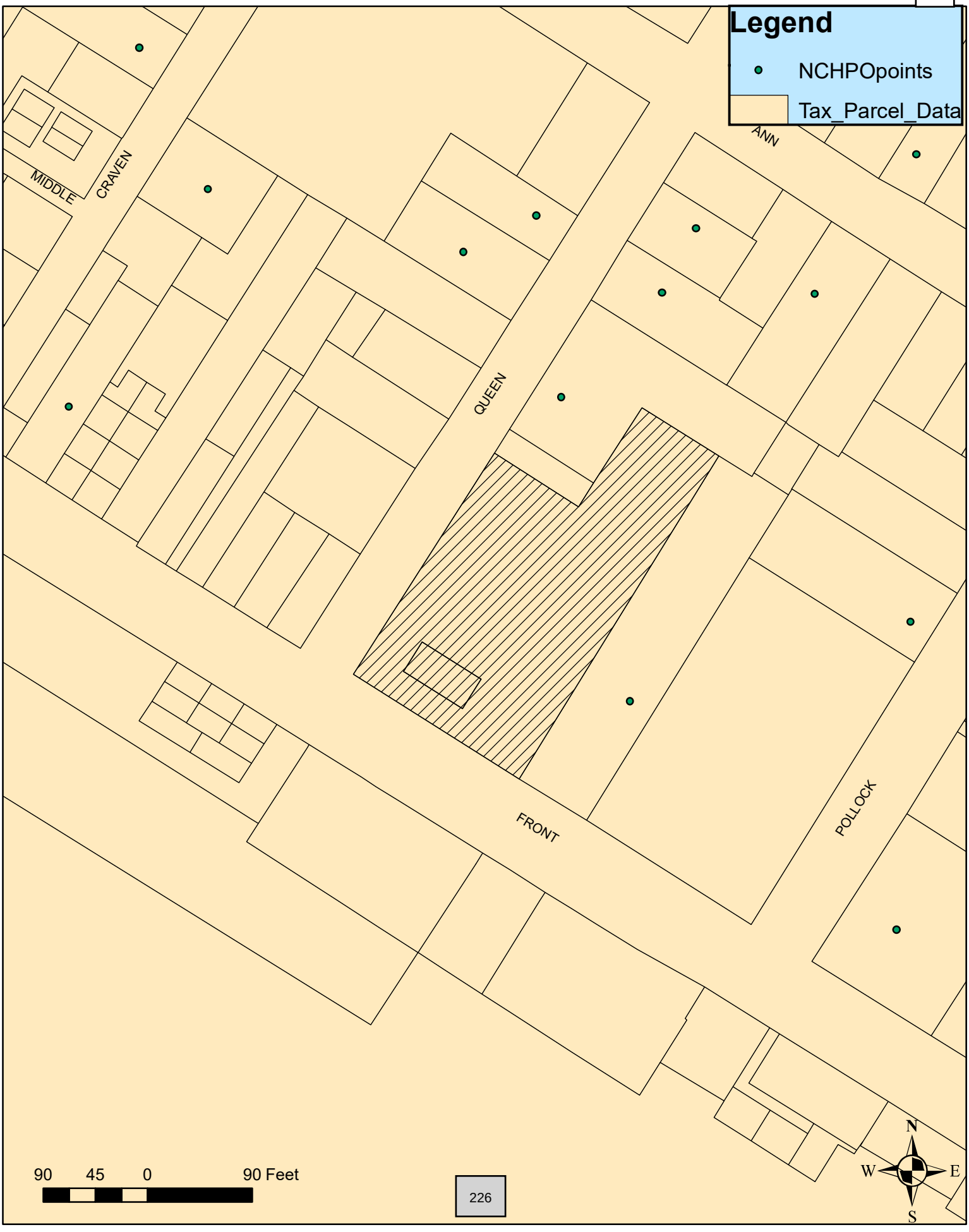
7.1.4. Minimize ground disturbance during new construction to avoid unnecessary damage to unknown archaeological resources.

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

7.3.1. Keep the siding and trim material of the proposed building consistent with the materials traditionally used on the immediate block and in the historic district. Wood siding, wood shingles (as typically found in gables of Victorian period residential architecture), and brick, were common sheathing materials and should be used.

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.

BHPC Case 21-08 601 Front Street - Covered Storage with Roof/Deck



OWNER	IL_HO	MAIL_ST	MAIL_CITY	L_ST	MAIL_ZI	MAIL_ADD2
BLUE TREASURE LLC			CARY	NC	27519	PO BOX 3557
INLET INN BEAUFORT LLC	215	ANN STREET	WILMINGTON	NC	28401	
PECAN TREE INN HOSPITALITY INC	116	QUEEN STREET	BEAUFORT	NC	28516	C/O STANLEY ETUX CHRISTIN LAMB
STEPHENS,PAUL F ETAL TRUSTEE	104	GOVERNORS DRIVE	WILLIAMSBURG	VA	23185	
WILLIAM ETUX CAMPBELL LIV TR	114	QUEEN STREET	BEAUFORT	NC	28516	

CERTIFICATE OF APPROPRIATENESS APPLICATION
FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT

Instructions:

Please complete the application below and include all attachments as noted on page 2 of this application along with a **$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: Jay Terva | Inlet Inn NC, LLC

Applicant Address: 103 Seaview | 601 Front St.

Business Phone: 252-728-3600 Email/Cell: jay@insiderinfo.us 910-367-3495

Property Owner Name: Town of Beaufort

Address of Property: 601 Front St.

Phone Number: _____ Email/Cell: _____

PROJECT INFORMATION

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

See attached

Estimated Cost of Project: $ 15,000

Year House Built: 1985

Jay Terva
Applicant Signature

2/8/21
Date

_____
Property Owner Signature (if different than above)

_____
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: _____

Date: _____

Reviewed for Completeness: _____

Date Deemed Completed and Accepted: _____

Application for certificate of appropriateness for
The Inlet Inn within the Beaufort Historic District

This Inlet Inn is seeking a COA for the construction of a deck to cover our existing maintenance area.

In 1985 when the Inlet Inn was constructed, little provision was made to provide adequate storage and maintenance work areas. For 36 years maintenance tasks and materials storage have been handled primarily out of a fenced area literally 20' from the Inn and in plain view of our guests and our neighbor to the east. See attached photo.

The Inlet Inn seeks to cover over this maintenance area with a deck, thereby shielding this work and materials storage area from the view of our guests.

The structure to be built will have a waterproofing feature below the deck to shield equipment and materials from the rain. It will be built of treated lumber and be between 8-9 feet off the ground, and 5' off of the existing property line to the east

The existing fence between our courtyard and the concrete work area will be replaced with a board and batten fence that extends to the bottom of the deck, shielding the work area from guests view. No existing trees or shrubs will be removed.

The land to the east is owned by the Stephens Family (in a trust). I spoke with Henry Stephens on 2/8/21 and explained our plans to cover this work area with a deck. He was very supportive, particularly as his view is the same as our guests view, and it's not a very attractive one.

Most of the area in question is shielded from street view by either the Inlet Inn to the south and west, a large cedar tree to the north, the Stephen's house and a thick bamboo growth to the east of the Inn. See attached photo.

As the Inlet Inn has actually few places for guests to gather as couples or small groups for informal conversation on site, an equally important component of this project is the opportunity to create a safe, healthy spot for our guest to gather and enjoy our southern sunshine. As previously stated, this maintenance area is close to the Inn, and utilizing this space to directly benefit our guests would be a great improvement to their guest experience.

thanks,

2/8/21

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.

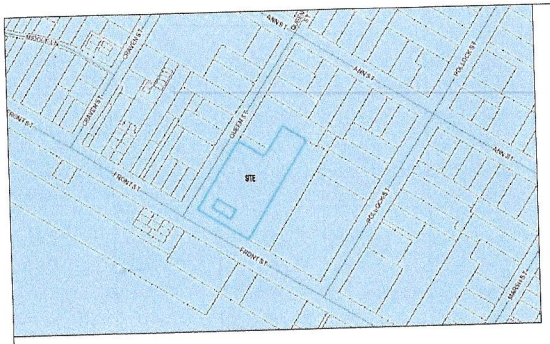
3. **Additional items required (only) for new <u>Signage</u>:**
   - ☐ A drawing or true likeness of the new sign indicating the dimensions of the sign (and any supporting post or hanging apparatus if applicable). The lettering style and colors of the sign should also be on the drawing or likeness.
   - ☐ 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 **<u>must be present at the meeting</u>** 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.



PECAN TREE INN HOSPITALITY INC
MB 33 PG 271 (SEE 16-038)

N 33°30'04" E
24.41'

N/F WILLIAM ETUX CAMPBELL LIV TR

S 57°28'16" E 85.69'

S 59°07'39" E 86.05'

S 57°54'06" E 79.38'

N 32°09'14" E 98.91'

77.00'

N 57°07'24" W 68.07'

PARKING AND AMENITIES NOT SHOWN

CORNER OF FENCE ON PROPERTY LINE

OAK TREE ON CORNER

BUILDING ENCROACHES 1.33'

21.10'

QUEEN STREET 50' R/W

N 32°23'16" E 225.54'

MOTEL ROOMS

CROSSED WALKWAY

1.056 ACRES
46002.118 SQ. FT.

PARKING AND AMENITIES NOT SHOWN

OWNER:STEPHENS,PAUL F ETAL TRUSTEE
PINNE:7306152927236000 (SEE 15-175ST)

S 31°38'15" W 326.16'

TIE LINE
S 68°40'35" E
7.26'

← Location of Deck

N 57°47'47" W 166.82'

FRONT STREET 66' R/W

N 57°45'08" W 68.06'

0' 30' 60' 90'

LEGEND
IPF-EXISTING IRON PIPE
IPS-EXISTING IRON ROD
ECM-EXISTING CONCRETE MONUMENT
EIR-EXISTING IRON
EIP-EXISTING PIPE
EPK-EXISTING 'P' NAIL
PCMS-PERMANENT CONTROL CM SET
NCGS-NORTH CAROLINA GEODETIC SURVEY
NGS-NATIONAL GEODETIC SURVEY
PCP-PERMANENT POINT
CM-SET IRON PIPE
CM-SET IRON PIPE
SCM-SET CONCRETE MONUMENT
CA-SET AXLE
CN-SET NAIL
CPK-SET 'P' NAIL
CP-CROWN FOUND
MCP-RELOCATED CORNER/END POINT OF SURVEY
NAD-NORTH AMERICAN DATUM
NAVD-NORTH AMERICAN VERTICAL DATUM

SURVEYORS CERTIFICATION

I, JAMES I. PHILLIPS III, CERTIFY THAT THIS PLAT WAS DRAWN BY ME OR, DRAWN UNDER MY SUPERVISION O, FROM AN ACTUAL SURVEY MADE BY ME OR, MADE UNDER MY SUPERVISION ( ); THAT THE RATIO OF PRECISION AS CALCULATED BY COORDINATE METHOD IS 1/XXXXX; WITNESS MY HAND AND SEAL THIS 19TH DAY OF JULY , A.D. 2018.

JAMES I. PHILLIPS III RLS NO. L-3151

THIS IS AN EXISTING PARCEL OF LAND

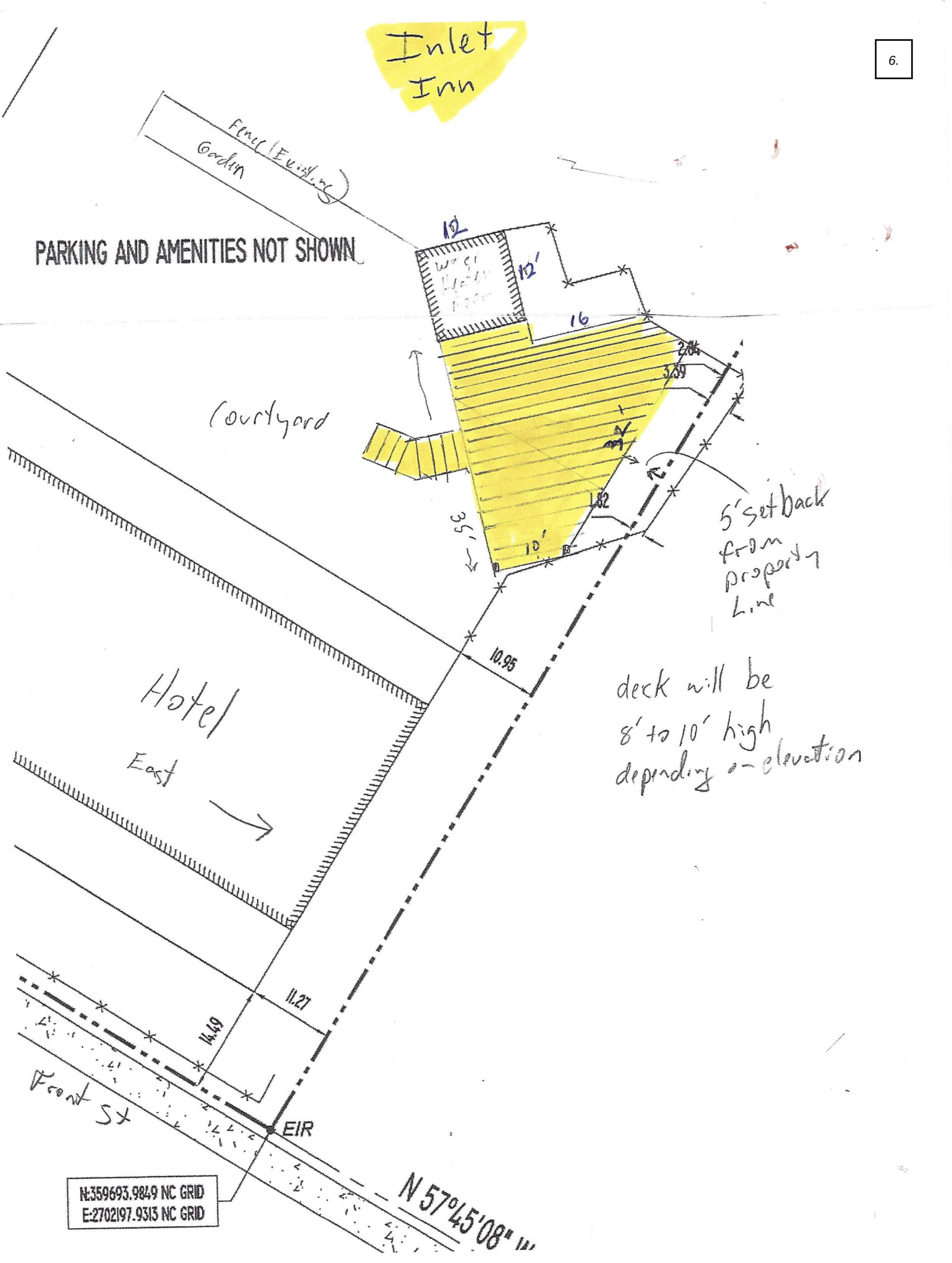
NORTH CAROLINA PROFESSIONAL SEAL L-3151 SURVEYOR JAMES I. PHILLIPS III

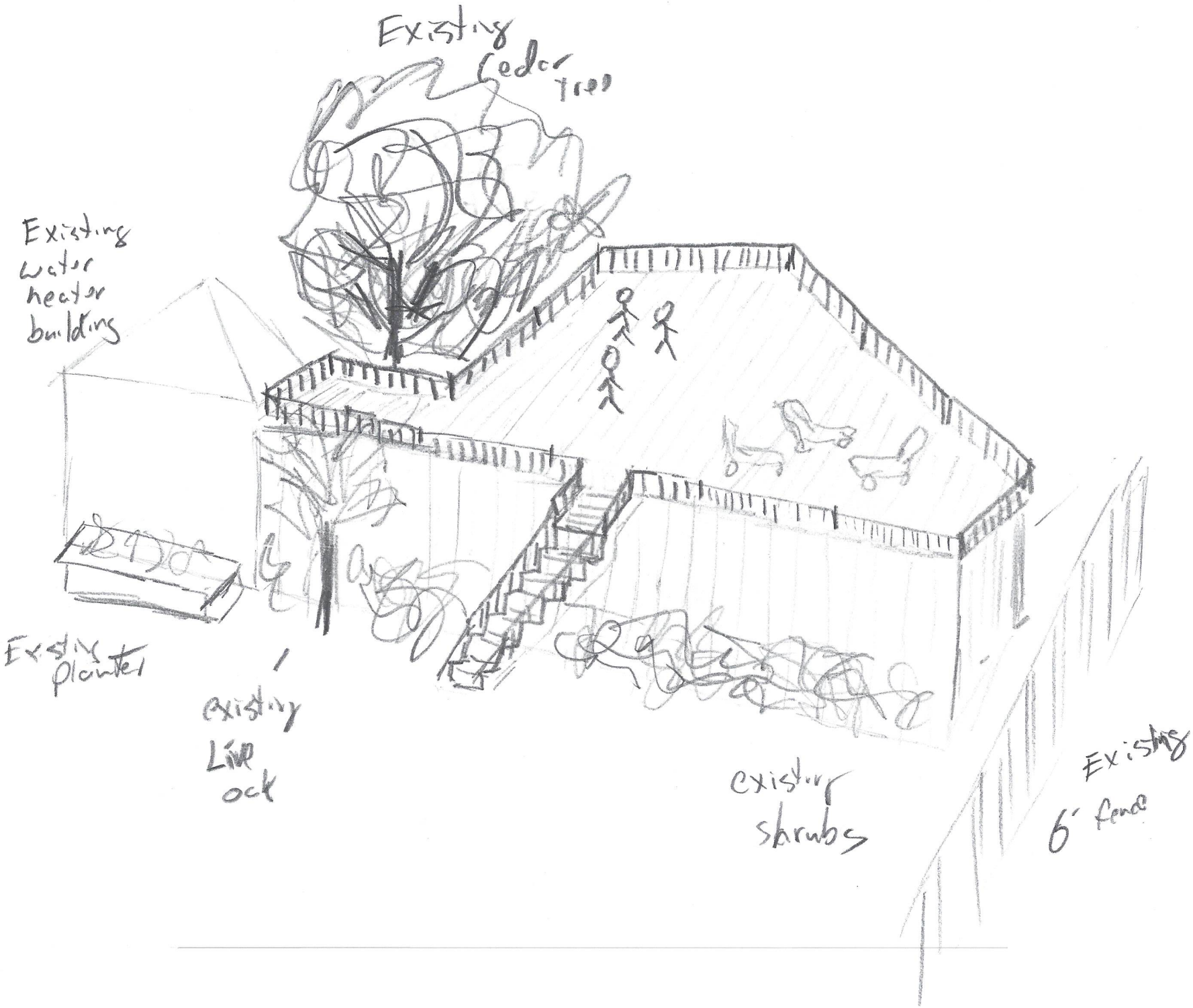
SURVEY FOR
TOWN OF BEAUFORT
INLET INN PROPERTY
601 FRONT ST.
TOWN OF BEAUFORT, BEAUFORT TOWNSHIP
CARTERET COUNTY, N.C.
SCALE 1"=30'

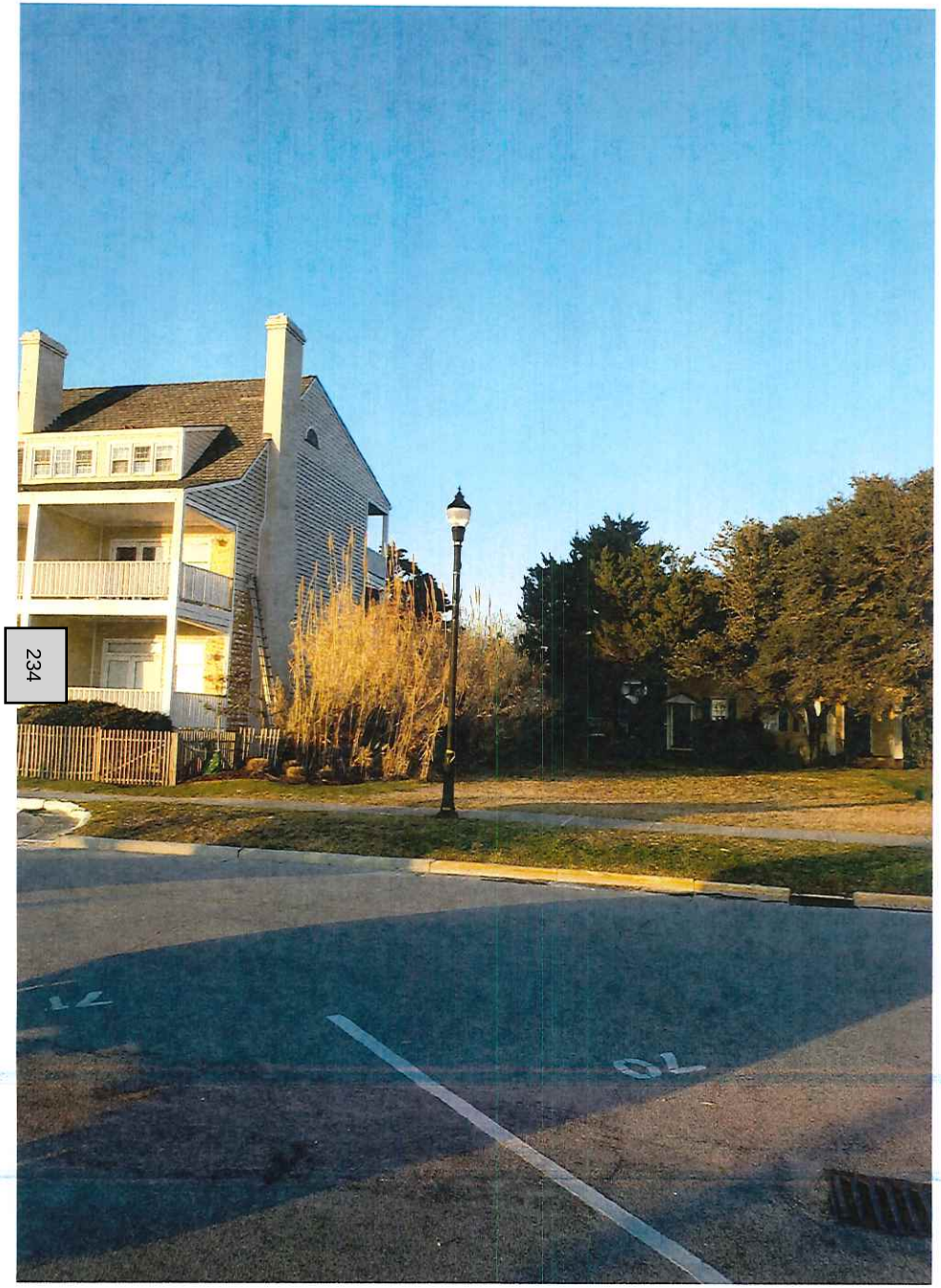
PRESENT SUBDIVISION OF BEAUFORT
DEED REF: BOOK PAGE 0214/218
MAP REF: BOOK PAGE NONE
TAX PIN:7306052970B000
SHEET(S) OF 1
JOB #-18-095
DATE OF FIELD SURVEY:7-17-2018
SURVEY BY:JIP
DRAWN BY:JIP
REVISIONS
DATE OF MAPPING:7-18-2018
CHECKED BY:JIP

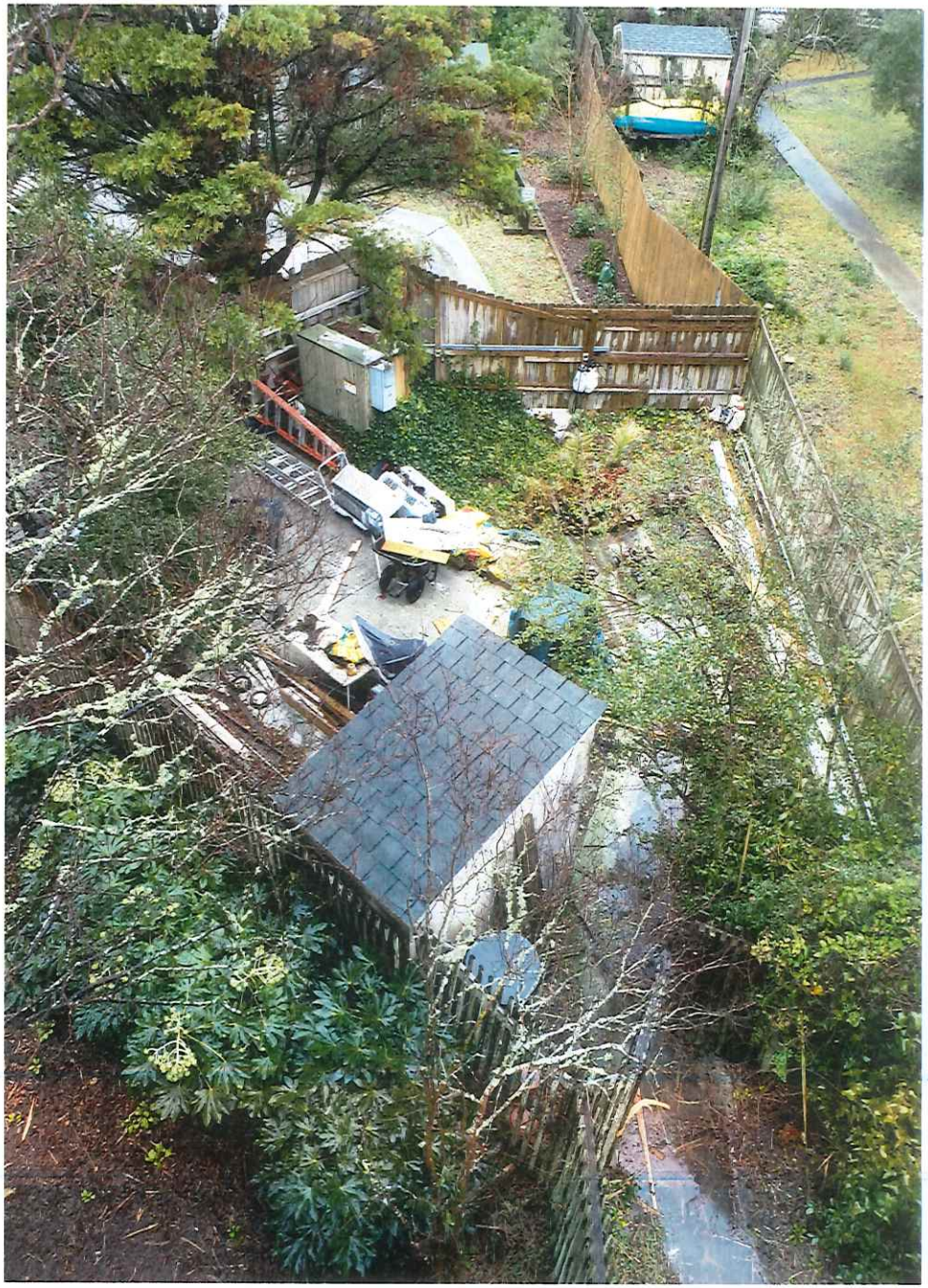
JAMES I. PHILLIPS LAND SURVEYING
PO BOX 2103,379 ARRINGTON RD., BEAUFORT, N.C. 28516
252-728-5848 PHONE email jip3@coastalnet.com

BASE / AUTONOMOUS SETUP


Inlet Inn
Fence (Existing)
Garden
PARKING AND AMENITIES NOT SHOWN
12
12'
16
2.04
3.59
Courtyard
1.82
35'
10'
5' setback from property Line
10.95
deck will be 8' to 10' high depending on elevation
Hotel
East
11.27
14.49
Front St
EIR
N 57°45'08" W
N:359693.9849 NC GRID
E:2702197.9313 NC GRID


Existing
Cedar
tree
Existing
water
heater
building
Existing
planter
existing
Live
ock
existing
shrubs
Existing
6' fence





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, March 2, 2021 – Virtual Meeting via Zoom

AGENDA CATEGORY: New Business

SUBJECT: Case 21-09 113 Front Street – Exterior Renovations

BRIEF SUMMARY:

- Add new siding, stucco to chimney, new windows, change location of front door, paint, add lattice to foundation

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: February 11, 2021

Case No. 21-09

Request: Exterior Renovations

Applicant George & Page Littlewood
113 Front Street
Beaufort, NC 28516

Property Information:

Owners: George & Page Littlewood
Location: 113 Front Street
Parcel Id # 730617002865000

Project Information:

In the District Survey, updated by Ruth Little, the house at 119 Front is described as **HOUSE** c. 1995. 2 ½ story, traditional Beaufort-style reproduction has 2-story engaged porch with boxed posts and plain railing. 3 sets of French doors with transoms across the front of the house at both levels, 9/9 and 6/6 sash. Although designed to look like a single family house, this is actually a duplex.

Proposed Work:

- See Detailed Description submitted by applicant dated February 9, 2021

Material:

- See Detailed Description submitted by applicant dated February 9, 2021

Color:

- See Detailed Description submitted by applicant dated February 9, 2021

Attachments:

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

Exterior Renovation Description

Siding

*"We would like to replace the **exterior siding** with "Hardie Board, Artisan Series." While we understand that this is an unusual request from the Town's website, we are hoping for approval since the house is not "historic" given its construction in 1996. Additionally, it is our understanding that there are several homes in the historic district already with Hardie Board siding to include 122, Front St., 216 Front St., 326 Front St. ("Moonraker roof structures), 400 Front St. (Summerset Plaza which we understand was just installed within the past few weeks), 213 Live Oak St. Given the increased durability of the product versus wood, we feel this will reduce maintenance expenses. The increased durability will keep the appearance of the structure in keeping with the historic district for a significantly longer period than wood. The Hardie Artisan siding will be 8" lap, 7" exposure."*

6.2.10. The HPC may allow the replacement of existing substitute siding with new substitute siding (such as cement fiber siding) if the proposed replacement will be more in keeping with the original appearance of the structure. Substitute siding with a simulated wood grain will not be permitted.

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

Chimney

*"The exposed portion of the **chimney** will be finished in stucco."*

6.3.9. Avoid painting masonry surfaces that were not painted historically. When painting masonry that has been previously painted, use acrylic latex paints for best durability.

Doors & Windows

*"We would like to change the **front door entrance** from the middle to the left, or western side (when facing the house). Please see the attached front elevation drawing. We would note that there are several houses within the historic district, particularly along Front Street (including our immediate next-door neighbor to the east), with entrances that are on either the left or right side of the front of the house, so this requested change keeps the appearance of the house consistent with existing homes in the historic district."*

***"The front door** will be clear select Alderwood with a clear stain and custom manufactured by Dallas Millwork as drawn on the front elevation. A wood sample has been provided to the town of Beaufort."*

***"The front shutters**, Cobble Stone Mill louvered, heavy duty/large slats, in cedar to be painted. Shutter hardware-stainless steel (pre-painted in black finish). Please see below for shutter paint color."*

*"The **porch French doors** will be Marvin Signature Coastal."*

*"All **windows** to be replaced with Marvin Signature Coastal Ultimate Double Hung G2 SDL-mullions are on both sides of window as in true divided light. Please refer to front and left side elevations for placement and light pattern."*

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.

6.4.9. Preserve and repair original or historic shutters. It is appropriate to add louvered shutters to a historic structure if there is evidence that it once had blinds. All shutters shall be installed so that they will fit the window frame opening if closed and shall be of correct proportions for each window. Blinds shall be provided with operable hardware, consisting of hinges, pintles and holdbacks located in the appropriate positions. Shutters may be operable or fixed. Shutters made of synthetic or substitute materials that duplicate the look, appearance and patina of wood may be allowed. They should not be nailed or screwed onto the building surface.

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

Porches and Entrances Guidelines

*"We would like to move the **front steps** from the middle of the house to the left (western) side and change from the existing wooden steps to brick (Savannah, product number 3103, Triangle Brick, Adams Brick)-Sample provided to Town of Beaufort. Again, there are many homes along Front Street with brick steps, so we feel that this requested change is consistent with homes in the historic district."*

***"Front Porch**: Flooring 5/4 x 4 T &G PT (pressure treated) flooring to be painted as indicated in 9 below. Front Facing Wall 1 x6, 1 x8, 1 x10 shiplap material running vertically. Ceiling 1 x6 bead board to be painted as indicated in 9 below. Columns and railing to match existing."*

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.

6.5.3. 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.

6.5.10. 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.

Foundations Guidelines

*"We would like to replace the existing diagonal **lattice** that "covers" the crawl space with horizontal and vertical square lattice. The new lattice will be in wood (as is the existing) painted the same as siding."*

6.6.6. Wood grilles or lattice are appropriate for infill if compatible with the period or style of the structure. Stock lightweight lattice is not appropriate in areas in the public view.

Details

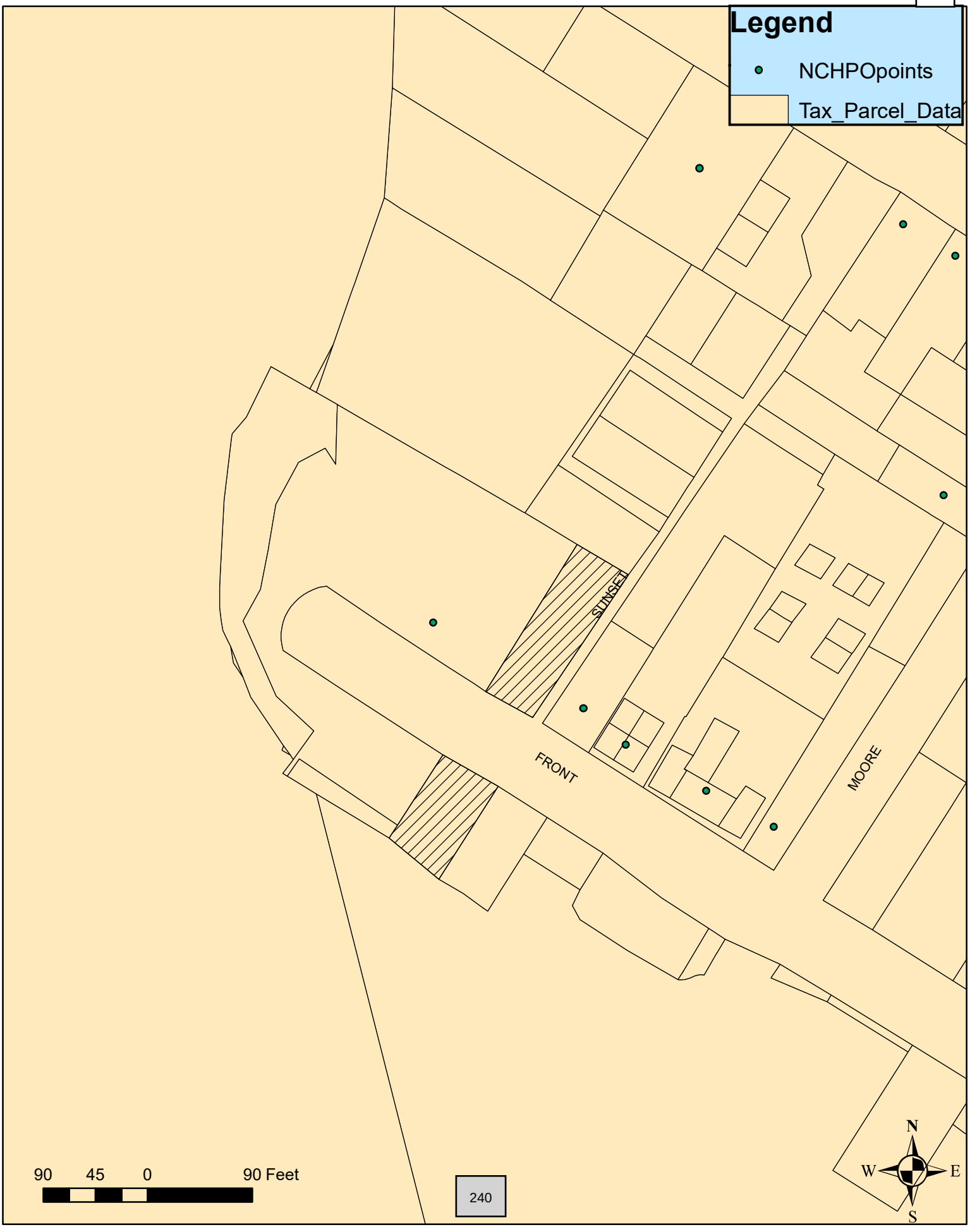
7.4.1 Use of architectural details on the bu that complement the architectural details of contributing structures on the block and/or side of the street.

Paint and Exterior Colors Guidelines

***"Paint Colors**: We would like to change the existing paint color of the siding and trim to Sherwin Williams "Super Paint Satin Extra White." The shutters will be "Beaufort Green," Benjamin Moore Black Forest Green PM112. The porch floors will be Benjamin Moore Shaker Gray 1594, n122 latex floor and patio. Porch ceilings Benjamin Moore Tear Drop blue 2060-70. Paint samples for each of these have been provided to the Town of Beaufort."*

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

BHPC Case 21-09 113 Front Street - Exterior Renovations



OWNER	IL_HO	MAIL_ST	MAIL_CITY	IL_ST	AIL_ZI	MAIL_ADD2
CANDLEWOOD INVESTMENTS LLC			ROCKY MOUNT	NC	27804	PO BOX K
LITTLEWOOD,GEORGE F ETUX PAGE	113	FRONT STREET	BEAUFORT	NC	28516	
SUNSET LANE PROPERTIES LLC			ROCKY MOUNT	NC	27802	PO BOX K
WOOTEN,WILLIAM B ETUX MARGARET	282	MCNAIR RD	TARBORO	NC	27886	

To: Town of Beaufort
From: George & Page Littlewood; Rodney Ward, Ward Design Group
Re: Certificate of Appropriateness Application for renovations to 113 Front Street
Date: February 9th, 2021 submission for presentation at March 2021 Meeting

George and Page Littlewood are the new owners of 113 Front Street, a private residence built in 1996. Unfortunately, due to a lack of maintenance over many years, the home needs significant exterior repairs. All the windows and doors will need to be replaced due to water damage and wood rot. The same is true of the exterior siding. While the placement of most of the window/doors will be in the same place as they are now, there are a few changes we would like to make. These are found in the attached elevations/drawings. In summary –

1. We would like to change the **front door entrance** from the middle to the left, or western side (when facing the house). Please see the attached front elevation drawing. We would note that there are several houses within the historic district, particularly along Front Street (including our immediate next-door neighbor to the east), with entrances that are on either the left or right side of the front of the house, so this requested change keeps the appearance of the house consistent with existing homes in the historic district.
2. We would like to move the **front steps** from the middle of the house to the left (western) side and change from the existing wooden steps to brick (Savannah, product number 3103, Triangle Brick, Adams Brick)-Sample provided to Town of Beaufort. Again, there are many homes along Front Street with brick steps, so we feel that this requested change is consistent with homes in the historic district.
3. **The front door** will be clear select Alderwood with a clear stain and custom manufactured by Dallas Millwork as drawn on the front elevation. A wood sample has been provided to the town of Beaufort.
4. **The front shutters**, Cobble Stone Mill louvred, heavy duty/large slats, in cedar to be painted. Shutter hardware-stainless steel (pre-painted in black finish). Please see below for shutter paint color.
5. The **porch French doors** will be Marvin Signature Coastal.
6. **Front Porch**: Flooring 5/4 x 4 T &G PT (pressure treated) flooring to be painted as indicated in 9 below. Front Facing Wall 1 x6, 1 x8, 1 x10 shiplap material running vertically. Ceiling 1 x6 bead board to be painted as indicated in 9 below. Columns and railing to match existing.
7. All **windows** to be replaced with Marvin Signature Coastal Ultimate Double Hung G2 SDL-mullions are on both sides of window as in true divided light. Please refer to front and left side elevations for placement and light pattern.
8. We would like to replace the **exterior siding** with “Hardie Board, Artisan Series.” While we understand that this is an unusual request from the Town’s website, we are hoping for approval since the house is not “historic” given its construction in 1996. Additionally, it is our understanding that there are several homes in the historic district already with Hardie Board siding to include 122, Front St., 216 Front St., 326 Front St. (“Moonraker roof structures), 400 Front St. (Summerset Plaza

which we understand was just installed within the past few weeks), 213 Live Oak St. Given the increased durability of the product versus wood, we feel this will reduce maintenance expenses. The increased durability will keep the appearance of the structure in keeping with the historic district for a significantly longer period than wood. The Hardie Artisan siding will be 8" lap, 7" exposure.

9. **Paint Colors**: We would like to change the existing paint color of the siding and trim to Sherwin Williams "Super Paint Satin Extra White." The shutters will be "Beaufort Green," Benjamin Moore Black Forest Green PM112. The porch floors will be Benjamin Moore Shaker Gray 1594, n122 latex floor and patio. Porch ceilings Benjamin Moore Tear Drop blue 2060-70. Paint samples for each of these have been provided to the Town of Beaufort.
10. The exposed portion of the **chimney** will be finished in stucco.
11. The **garage doors** will remain the same size in metal. The design is reflected in the attached picture. They will be painted the same as the house siding, Sherwin Williams Super Paint Satin Extra White.
12. We would like to replace the existing diagonal **lattice** that "covers" the crawl space with horizontal and vertical square lattice. The new lattice will be in wood (as is the existing) painted the same as siding.

From Page two of the Certificate of Appropriateness Application:
Section 1:

Our neighbors are:

a. Billy Wooten, 105 Front St., Beaufort, NC 28516
b. Candlewood Investments, LLC, 115 Front St., Beaufort, NC 28516
c. Victor I. Flow, Jr., 95 Sunset Lane, Beaufort, NC 28516
d. Victor I. Flow, Jr., 97 Sunset Lane, Beaufort, NC 28516
e. Victor I. Flow, Jr., 110 Ann St., Beaufort, NC 28516

Please see attached pictures of the existing structure. This is the only building which will be impacted by the requests in this application.

Please see the attached survey of 113 Front Street. Other than the request to move the front steps noted above, there will be no changes to the dimensions or "footprint" of the home.

The above addresses the building materials to be used. No landscaping changes are being requested other than the removal of the existing bushes on the front of the house where the new steps will be on the front left.

Section 2:

Demolition will be the existing siding and windows/doors.

No trees will be removed.

No landscaping changes are currently planned or requested other than noted above.

Paint Colors: See 9. Samples have been provided.

Building material is included in the above description.

There will not be any reconstruction of historic structures. As noted earlier, this home was originally built in 1996.

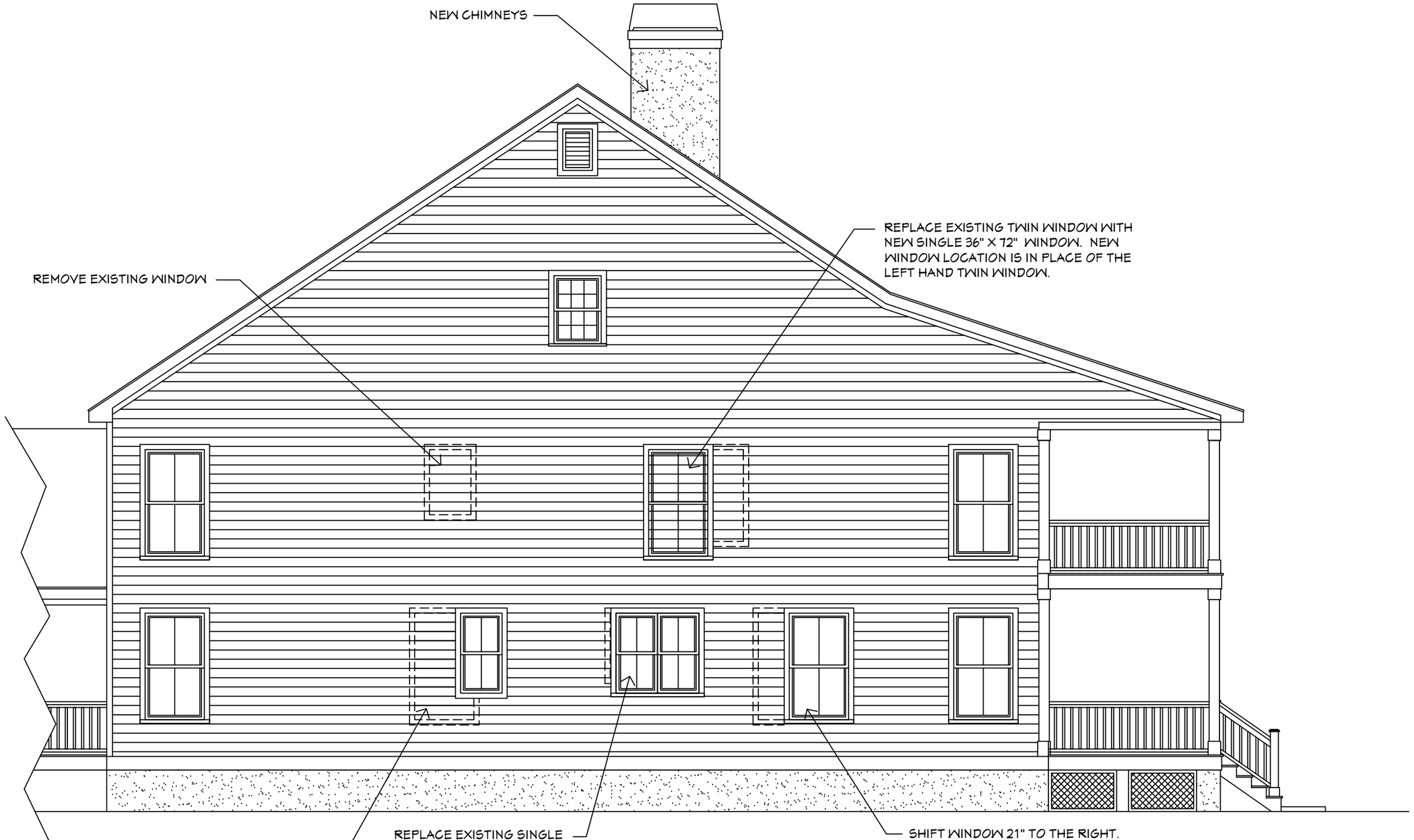
Section 3:

Not applicable to this project

Thank you for your time in reviewing this application. We look forward to discussing this with you at the March 2021 meeting.

LEFT ELEVATION

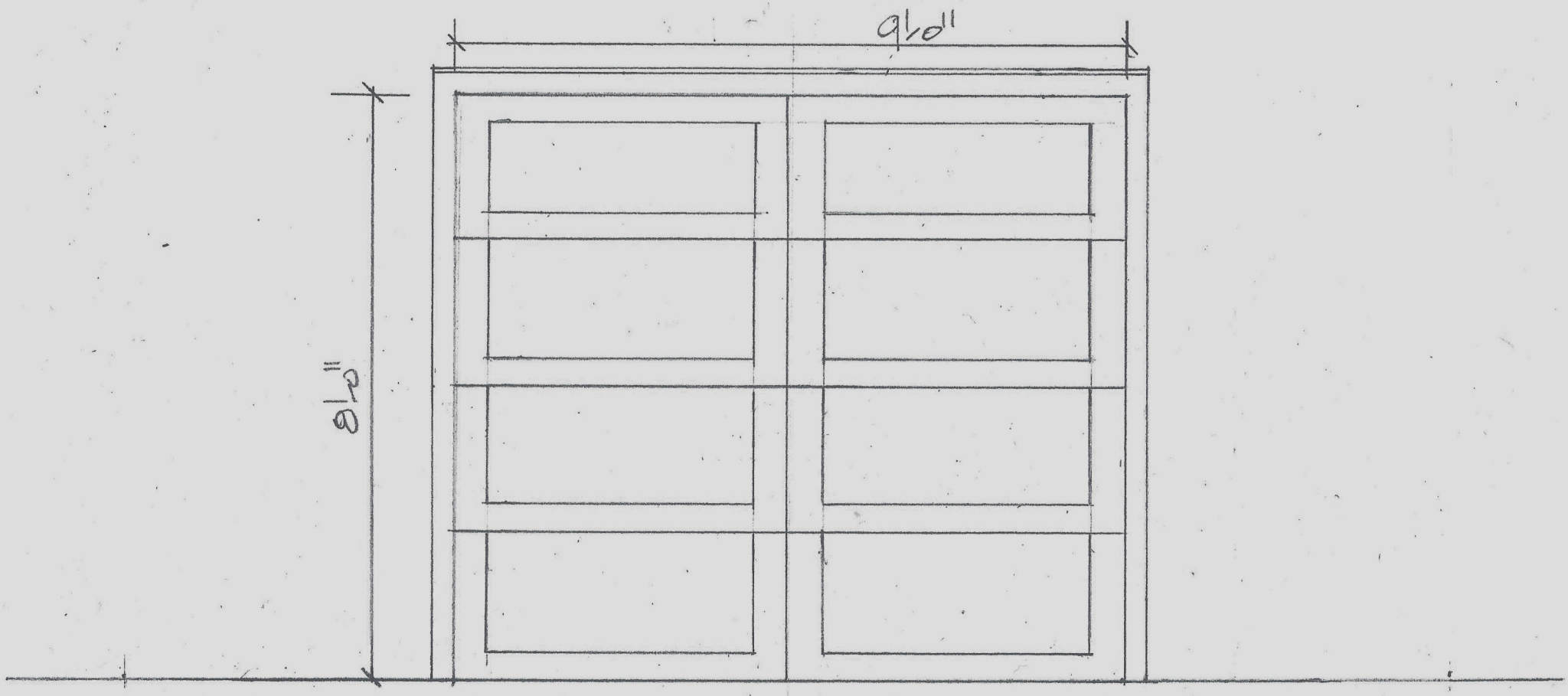
EXISTING



LEFT ELEVATION

PROPOSED

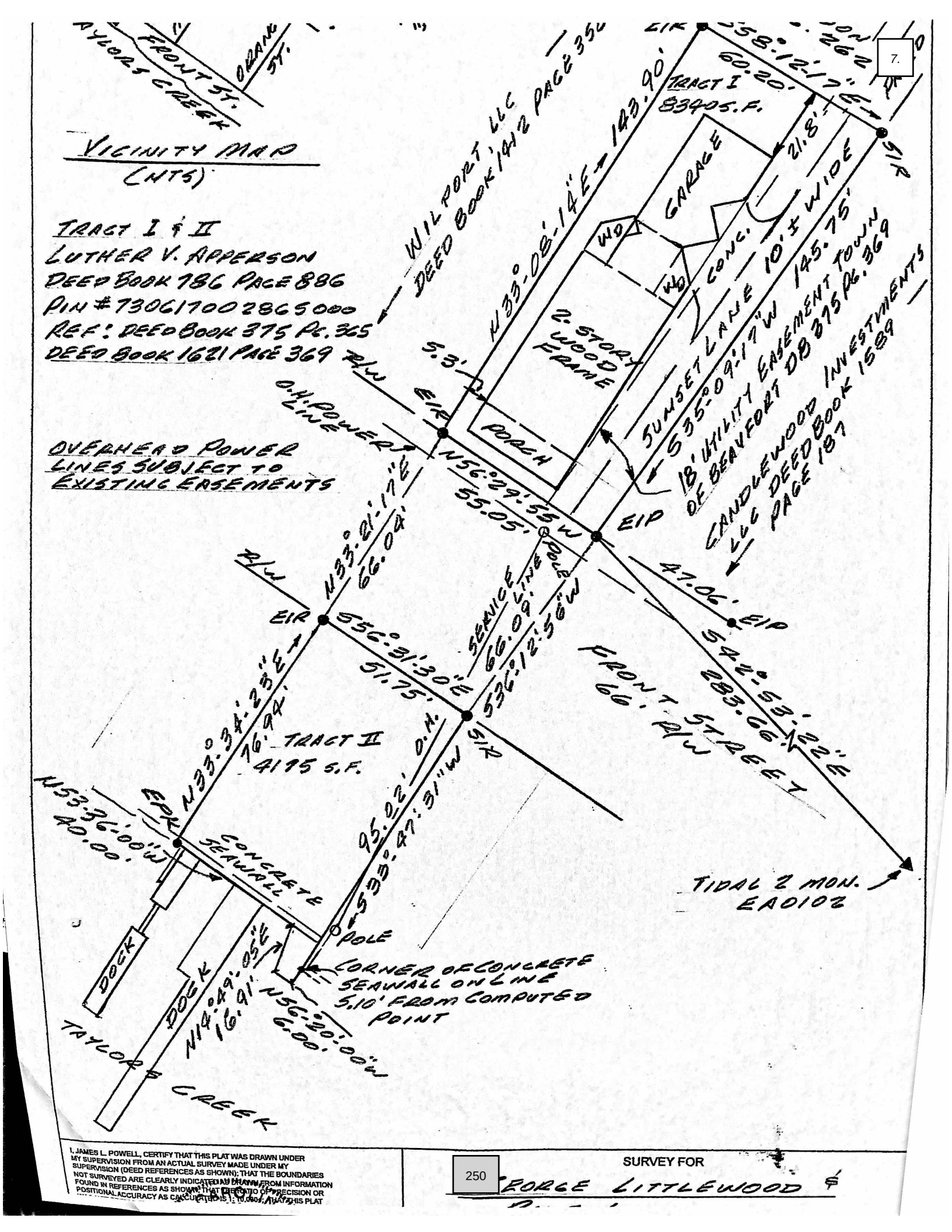
113
NO
THRU
TRAFF
©2019 NCRMLS



GARAGE DRS. / 2 EA.

OVERHEAD DOOR CO. / COURTYARD WINDLOAD RATED

8 PANEL / SMOOTH / NO GLASS



I, JAMES L. POWELL, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED REFERENCES AS SHOWN); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN REFERENCES AS SHOWN; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1: 10,000+; AND THAT THIS PLAT

SURVEY FOR

GEORGE LITTLEWOOD

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, March 2, 2021 – Virtual Meeting via Zoom

AGENDA CATEGORY:	New Business
SUBJECT:	Case 21-10 620 Front Street – Addition to Existing Ticket Booth

BRIEF SUMMARY:

- The Island Express Ferry Service is requesting exterior renovations to their existing ticket booth at 620 Front Street.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A

BHPC STAFF REPORT

To: BHPC Members

From: Kyle Garner, Planning Director

Date: February 16, 2021

Case No. 21-10

Request: The Island Express Ferry Service is requesting exterior renovations to their existing ticket booth at 620 Front Street.

Applicant George Aswad, Island Express Ferry
519 Front Street
Beaufort, NC 28516

Property Information:

Owners: Town of Beaufort
Location: 620 Front Street
Parcel Id # 730505291483000

Project Information:

This site has been operating at this location since 2015.

In 2020 a COA was granted for signage related to the pirate ship operation at this same location.

Proposed Work:

- See Detailed Description submitted by applicant.

Material:

- See Detailed Description submitted by applicant.

Color:

- See Detailed Description submitted by applicant.

Attachments:

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

Decks on Historic Buildings Guidelines

7.9.1 Locate decks only on the rear ground level of historic buildings or other ground-floor level where the deck is not visible from public view.

7.9.2. Design decks to eliminate physical or visual damage to significant historic architectural features.

7.9.4. Provide proper flashing and other details to reduce or eliminate moisture damage to the historic structure.

7.9.5. Decks may not be constructed on the roof of any historic structure in the historic district.

New Construction Guidelines

7.1.3. Place outbuildings and accessory structures in side and rear yards. Avoid locations that obscure the principal building's prominent architectural 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.

7.3.1. Keep the siding and trim material of the proposed building consistent with the materials traditionally used on the immediate block and in the historic district. Wood siding, wood shingles (as typically found in gables of Victorian period residential architecture), and brick, were common sheathing materials and should be used.

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.

BHPC Case 21-10 620 Front Street - Addition to Existing Ticket Booth

OWNER	IL_HO	MAIL_ST	MAIL_CITY	IL_ST	AIL_ZI	AIL_ZI	MAIL_ADD2
STEPHENS,PAUL F ETAL TRUSTEE	104	GOVERNORS DRIVE	WILLIAMSBURG	VA		23185	
BB&T OF NORTH CAROLINA			WINSTON SALEM	NC	0167	27102	PO BOX 167
GRAYDEN PAUL PARK							

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: Island Express Ferry Service

Applicant Address: 519 Front Street Beaufort

Business Phone: 252 728-7433 Email/Cell: 252 876-2288

georgeislandexpressferry@gmail.com

Property Owner Name: Town of Beaufort

Address of Property: 600 Front St Beaufort NC

Phone Number: _____ Email/Cell: _____

PROJECT INFORMATION

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

Estimated Cost of Project: $ 700.00

Year House Built: 2019

Applicant Signature

2/10/21
Date

Property Owner Signature (if different than above)

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.

All the adjacent property is owned by the Town of Beaufort.

Description of building materials:

Signs will be the same as what is there now

The same windows will also be used

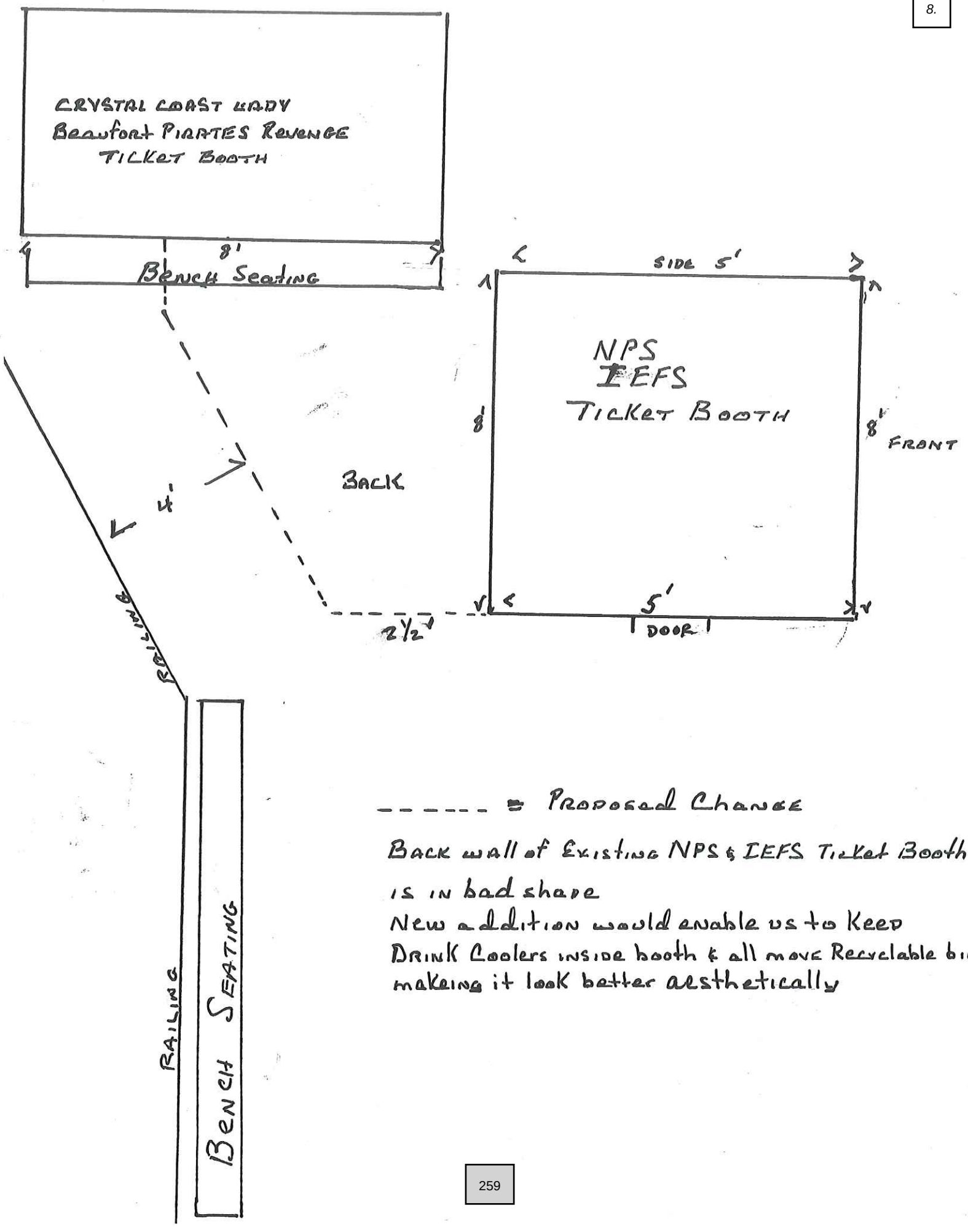
The exterior will be the same material (cedar shingles) more to add

The exterior back wall will be exterior plywood

The roof will be plywood with an ice water shield (asphalt roofing) which is a water barrier

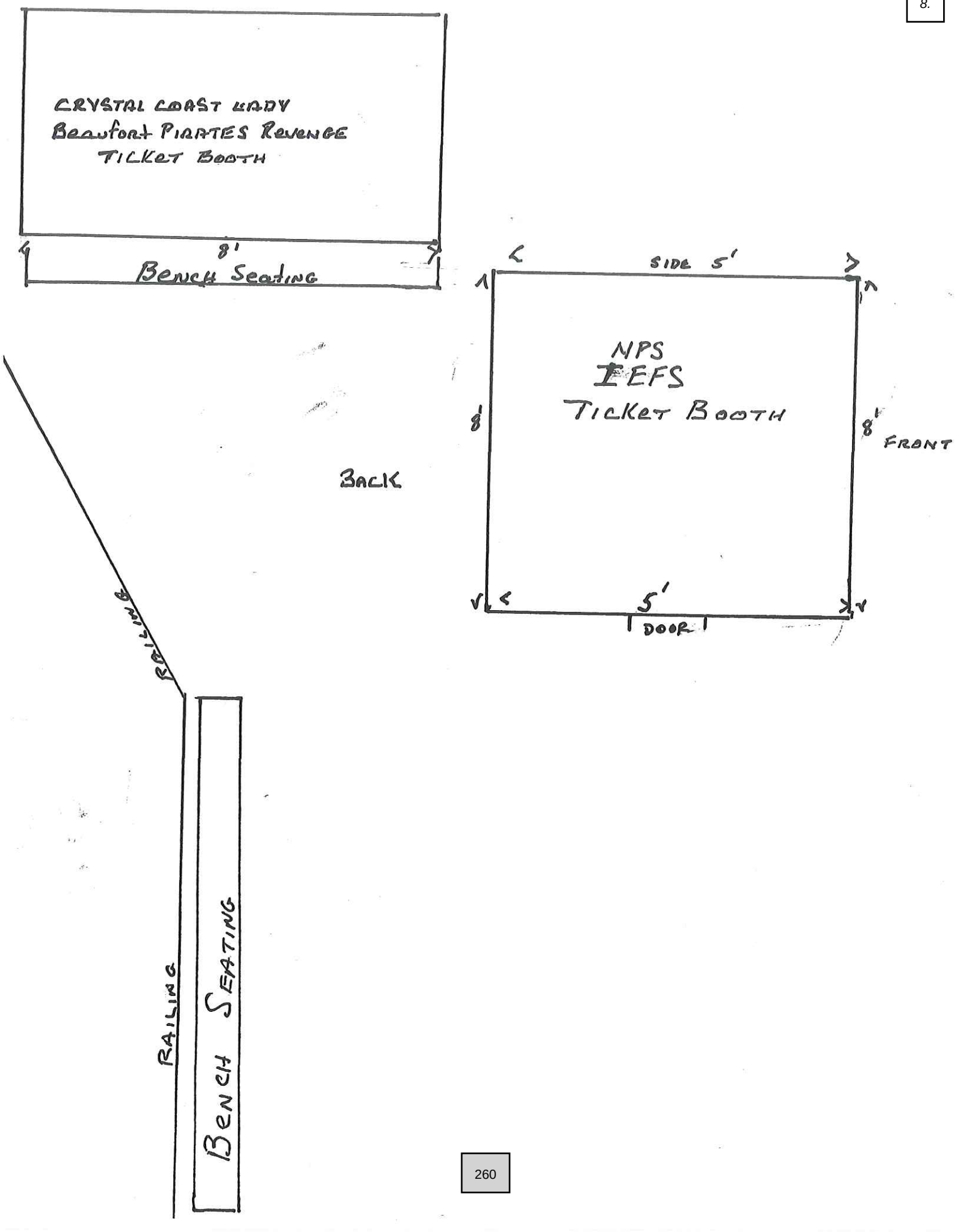
Demolition: The back wall of the ticket booth will be removed saving the shingles and windows.

There will be no trees touched and no landscaping done.

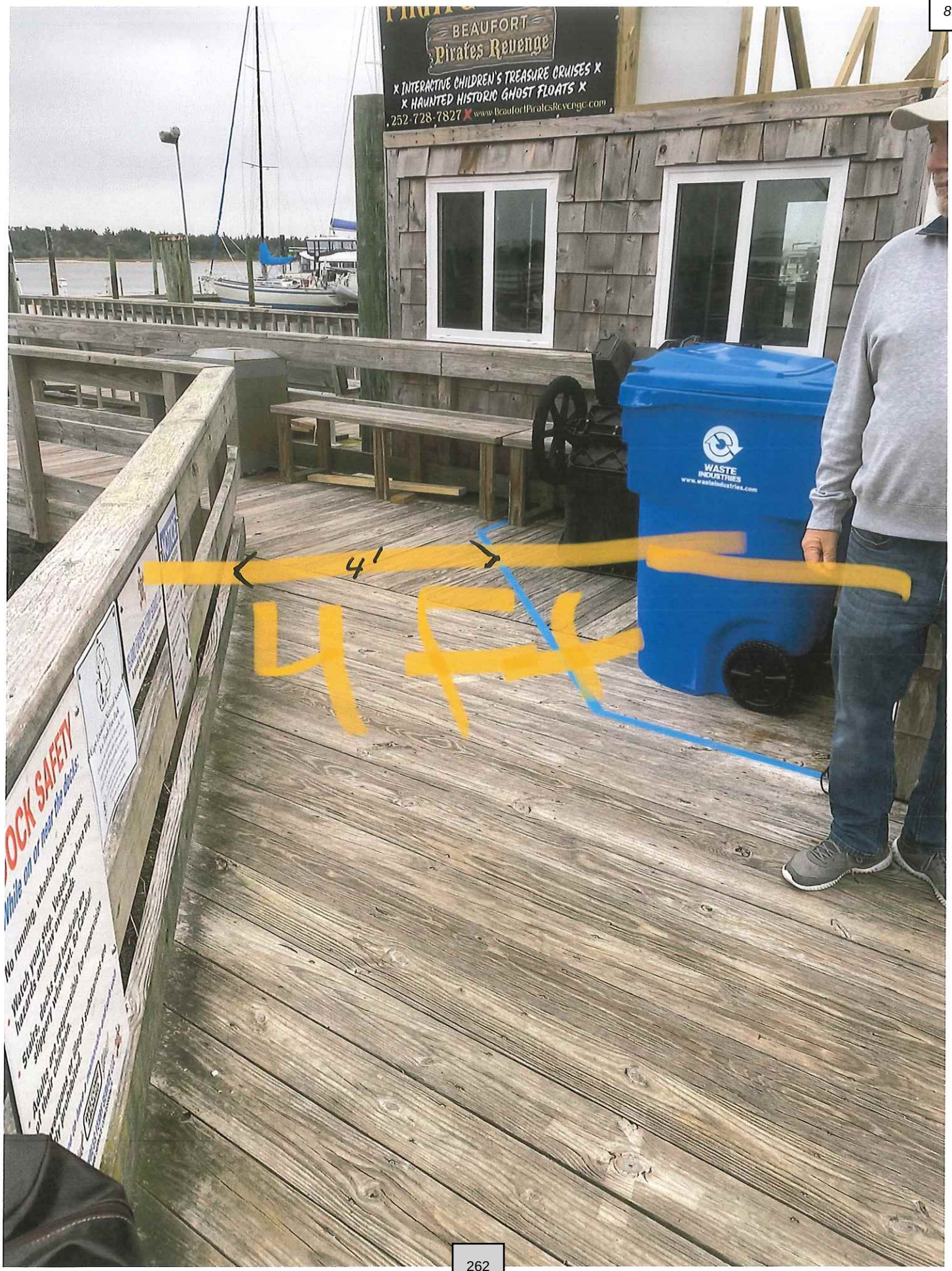


------ = PROPOSED CHANGE

BACK WALL OF EXISTING NPS & IEFS TICKET BOOTH IS IN BAD SHAPE
NEW ADDITION WOULD ENABLE US TO KEEP DRINK COOLERS INSIDE BOOTH & ALL MOVE RECYCLABLE BIN MAKING IT LOOK BETTER AESTHETICALLY


CRYSTAL COAST LADY
BEAUFORT PIRATES REVENGE
TICKET BOOTH
8'
BENCH SEATING
SIDE 5'
NPS
IEFS
TICKET BOOTH
8'
8'
FRONT
BACK
5'
DOOR
RAILING
BENCH SEATING
RAILING

Proposed addition in blue tape


BEAUFORT
Pirates Revenge
INTERACTIVE CHILDREN'S TREASURE CRUISES
HAUNTED HISTORIC GHOST FLOATS
252-728-7827
WASTE INDUSTRIES
4'
4'

Banks!
252-728-7433
9AM and 1:30PM • RESERVATIONS ARE REQUIRED
Special Sunset Trip to Shackleford Banks • STARTS 05/01/20

TREASURE CRUISES
GHOST FLOATS

National Park Service
FERRY
252-728-7433
SHACKLEFORD BANKS
FERRY TICKETS
NATIONAL PARK SERVICE
FERRY
PIRATE
PIRATE CRUISES
252-728-7827

National Park Service
The ONLY FERRY
ISLAND EXPRESS
252-728-7433
FERRY
SHACKLEFORD BANKS & CAPE LOOKOUT
FERRY TICKETS
PIRATE CRUISES
BEAUFORT
NATIONAL PARK SERVICE
FERRY
ISLAND EXPRESS

National Park Service
FERRY
The ONLY FERRY
252-728-7433
SHACKLEFORD BANKS & CAPE LOOKOUT
FERRY TICKETS
PIRATE CRUISES
ISLAND EXPRESS
NATIONAL PARK SERVICE
FERRY

252-728-7433
FERRY
TOURS
FERRY