



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, September 03, 2024 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Minutes Approval

- [1.](#) HPC Draft Minutes 080624

Administration of Oaths

Items of Consent

- [1.](#) Approval of the Orders for 115 Front Street, 101 & 201 Ann Street – Certificate of Appropriateness

Presentations

New Business

- [1.](#) Case 24-16 309 Broad Street – Historic Plaque

Commission / Board Comments

Staff Comments

Adjourn



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Town of Beaufort Historic Preservation Regular Meeting
6:00 PM Tuesday, August 6, 2024 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair McCune called the August 6th, 2024 Beaufort Historic Preservation Commission regular meeting to order at 6:00 p.m.

Roll Call

Members Present: Joyce McCune, Chair; Bradley Hedrick, Vice-Chair; Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Members Absent: Jonathan Haas

A quorum was declared with six members present.

Staff Present: Interim Town Manager Charles Burgess, Mr. Kyle Garner, Planning Director, Ms. Jill Quattlebaum, Town Attorney; Mr. Jason Brinson, IT Director; Ms. Laurel Anderson, Board Secretary

Agenda Approval

Chair McCune made a motion for a consideration of the Order for Case #24-02 122 Craven Street at the end of the regular meeting.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Minutes Approval

Vice-Chair Hedrick made the motion to approve the July 2nd, 2024 Minutes as presented and Member Morris made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Administration of Oaths

Chair McCune gave the Quasi-Judicial Statement as follows: This hearing is a quasi-judicial evidentiary hearing. That means it is like a court hearing. State law sets specific procedures and rules concerning how this board must make its decision. The board must base its decision upon competent, relevant and substantial evidence in the record. A quasi-judicial decision is not a popularity contest. It is a decision constrained by the standards in the ordinance and based on the facts presented. All applications for Certificates of Appropriateness must be consistent with the Design Guidelines for the Beaufort Historic District & Landmarks; however, regardless of compliance with these Design Guidelines, the HPC will not approve a COA that is not congruous with the special nature of the Beaufort Historic District as a whole. If you will be speaking as a witness, please focus on the facts and standards, not personal preference or opinion. Participation is limited. This meeting is open to the public. Everyone is welcome to watch. Parties with standing have rights to participate fully. Parties may present evidence, call witnesses and make legal arguments. Parties are limited to the applicant, the local government and individuals who can show they will suffer special damages. Other individuals may serve as witnesses when called by the board. For certain topics, this board may hear opinion testimony from expert witnesses. Individuals providing expert opinion must be qualified as experts and provide the factual evidence upon which they base their expert opinion. Witnesses must swear or affirm their testimony. At this time, we will administer the oath for all individuals who intend to provide witness testimony.

Secretary Anderson then administered the Oath to Kyle Garner.

Items of Consent

1. Approval of the Orders for Case # 24-12 523 Front Street, Case # 24-18 101 Ann Street – Three Townhome Units – Dock Renovation – Certificates of Appropriateness (COA)

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Old Business

1. Case #24-18; 101 Ann Street – Three Townhome Units

Chair McCune introduced Case #24-18 and asked if any members needed to recuse themselves from ex parte communication and hearing none, she asked for the Staff Report.

Mr. Garner stated that the applicant first appeared to the Commission in June and the item was tabled so the applicant could revise the water side of the west elevation. The Chair had also requested a landscape plan and Mr. Garner noted that the applicant will work in tandem with the Town on the south landscape plan to retain as many trees and landscaping as possible as the Town will be working toward turning the parking lot into a park. Mr. Garner submitted the Staff Report as an exhibit. He specified the changes to the plans included the west elevation and the columns and French doors.

Secretary Anderson administered the Oath to the applicant, Jay Horton, Filter Design Studio.

Mr. Horton explained that columns and French sliders had been added to the west elevation.

The Board discussed the details of the French doors, Guidelines 7.6.3, the exterior muntins, Form and Rhythm Guidelines, recessed lower porches, and the size and types of former buildings on the site.

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

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #24-18. Member Cummins made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-18, move that the Commission concludes that the pending application meets the following design standards. Design Guidelines for the Beaufort Historic District and Landmarks: Building Placement 7.1.1, 7.1.2, 7.1.4, 7.1.5; Building Height/Scale 7.2.1, 7.2.2, 7.2.3, 7.2.4; Materials 7.3.1, 7.3.2, 7.3.3; Details 7.4.1, 7.4.2; Texture and Color 7.5.1; Form and Rhythm 7.6.1, 7.6.2, 7.6.3; Outside Utilities Guidelines 8.3.1, 8.3.2; Exterior Lighting Guidelines 8.4.1, 8.4.2, 8.4.3, 8.4.5; Off-Street Parking Guidelines 8.5.1, 8.5.2, 8.5.3, 8.5.7; Roof Guidelines 6.1.3, 6.1.6; Wood Siding, Trim, and Ornament Guidelines 6.2.11; Brickwork and Masonry Guidelines 6.3.9; Window and Door Guidelines 6.4.7, 6.4.11; Foundations Guidelines 6.6.4, 6.6.5, 6.6.6, 6.6.10; Paint and Exterior Colors Guidelines 6.7.2; Fences and Walls Guidelines 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.2.6; Docks, Piers, and Boardwalks Guidelines 8.7.1.

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

Voting yea: Chair McCune, Bradley Cummins, Marissa Morris, Jessica Sabiston

Voting nay: Vice-Chair Hedrick, Tammy Hunsucker

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #24-18.

Member Morris made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the 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 #24-18 be issued for the proposed work with the exception of the landscaping.

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

Voting yea: Chair McCune, Bradley Cummins, Marissa Morris, Jessica Sabiston

Voting nay: Vice-Chair Hedrick, Tammy Hunsucker

Chair McCune then declared Case #24-18 closed and notified Mr. Horton that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

New Business

1. Case #24-19; 201 Ann Street – Exterior Paint & Screening of Foundation

Chair McCune introduced Case #24-19 and asked if any members needed to recuse themselves. Hearing none, she then asked for the Staff Report. Mr. Garner stated that the applicant is requesting to change the exterior paint color of the house and install lattice screening in four locations of the foundation. Mr. Garner noted the wood foundation screens would alternate one by two-inch open face with two by four-inch backup wood. He submitted the Staff Report as part of the record.

Secretary Anderson administered the Oath to the applicant and owner of the property, Eric Lindstrom.

Mr. Lindstrom discussed Federal period paint colors and stated that the foundation screen would be painted dark green.

Hearing no further questions, Chair McCune asked for a motion for a Finding of Fact for Case #24-19. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-19, move that the Commission concludes that the pending application

meets the following design standards. Design Guidelines for the Beaufort Historic District and Landmarks: Foundations Guidelines 6.6.1, 6.6.5, 6.6.6; Paint and Exterior Colors 6.7.2, 6.7.4, 6.7.5.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Member Sabiston made a motion to approve the Certificate of Appropriateness for Case #24-19 based on the following: Based upon the foregoing Findings 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 #24-19 be issued for the proposed work.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Chair McCune then declared Case #24-19 closed and notified Mr. Lindstrom that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

2. Case #24-20; 115 Front Street - Pavers

Chair McCune introduced Case #24-20 and asked if any members needed to recuse themselves. Hearing none, she then asked for the Staff Report. Mr. Garner stated that the applicant is requesting to install pervious pavers in the rear of the structure off Sunset Lane. He also showed a slide from Emma Ganey, the summer intern from East Carteret High School who has been working on a historic survey compilation project. He submitted the Staff Report as part of the record.

The applicant, Jay Horton of Filter Design Studio explained that the property owners needed more parking spaces for accessory parking. He answered questions regarding pervious surface and trim detail.

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #24-20. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-20, move that the Commission concludes that the pending application meets the following design standards. Design Guidelines for the Beaufort Historic District and Landmarks: Off-Street Parking Guidelines 8.5.1, 8.5.2, 8.5.3, 8.5.4, 8.5.7.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #24-20.

Member Morris made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the 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 #24-20 be issued for the proposed work with the exception of the landscaping.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica

Sabiston

Chair McCune then declared Case #24-20 closed and notified Mr. Horton that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

Closed Session

1. Pursuant to NCGS 143-318.11 (a) (3)

Open Session

Member Sabiston made a motion to rescind the Findings of Fact for Case #24-02; 122 Craven Street - Window Replacement and Member Morris made the second. Chair McCune took a vote that was approved.

Voting yea: Chair McCune, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Voting nay: Vice-Chair Hedrick

Chair McCune asked for a motion for a Finding of Fact for Case #24-02. Member Sabiston made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for case #24-02, move that the Commission conclude that the pending application meets the following design standards of the Design Guidelines for the Beaufort Historic District and Landmarks: Window and Door Guidelines 6.4.1, 6.4.2, 6.4.3, 6.4.7 with the condition that the COA does not apply to the windows on the front of the home.

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

Voting yea: Chair McCune, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Voting nay: Vice-Chair Hedrick

Chair McCune made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude that the proposed project is congruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #24-02 be issued for the proposed work for the sides and back of the house only and exclude the front windows.

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

Voting yea: Chair McCune, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Voting nay: Vice-Chair Hedrick

Member Sabiston made the motion to approve the Order for Case # 24-02; 122 Craven Street – Window Replacement as presented and Member Morris made the second. Chair McCune took a vote that was approved.

Voting yea: Chair McCune, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Voting nay: Vice-Chair Hedrick

Chair McCune then declared Case #24-02 closed.

Commission / Board Comments

The Board asked about advertising sandwich boards and the new Standards completion timeline along with the new Resiliency section.

Staff Comments

Mr. Garner requested the Board to have all comments and recommendations for the new Standards completed two weeks before the September meeting. He noted that out of compliance advertising sandwich boards will be put on notice and if not removed by the owner, will be removed by the town. He again mentioned Ms. Emma Ganey’s student project and that she would be presenting at the September meeting.

Adjourn

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Tammy Hunsucker, Marissa Morris, Jessica Sabiston

Chair McCune declared the August 6th, 2024 meeting adjourned at 7:30 p.m.

Chair, Joyce McCune

Board Secretary, Laurel Anderson



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**Town of Beaufort Historic Preservation Commission
6:00 P.M. September 3, 2024 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: Consent

SUBJECT: Approval of the Orders for 115 Front Street, 101 & 201 Ann Street – Certificate of Appropriateness

BRIEF SUMMARY:

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

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

REQUESTED ACTION:

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

EXPECTED LENGTH OF PRESENTATION:

0 Minutes (Presentation from Staff)

SUBMITTED BY:

Kyle Garner, AICP Planning Director

BUDGET AMENDMENT REQUIRED:

N/A



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September 3, 2024

Jay Horton (Filter Design Studio)
707 Bridges Street
Morehead City, NC 28557

RE: Case # 24-20 115 Front Street - Pavers

Dear Mr. Horton:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

cc: Candlewood Investments, LLC

Mayor Sharon Harker
Commissioner Melvin Cooper • Commissioner Paula Gillikin
Commissioner John LoPiccolo • Commissioner Lucky Oliver • Commissioner Sarah Spiegler
Interim Town Manager Charles Burgess



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on August 6, 2024, to consider a Certificate of Appropriateness (“COA”) application submitted by Jay Horton (Filter Design Studio PLLC) for **CASE # 24-20 115 FRONT STREET - PAVERS** and having heard all of the evidence, testimony, and arguments presented during the evidentiary hearing on this item and having the material(s) submitted to the HPC from the applicant, makes the following CONCLUSION:

Based upon the testimony, evidence, and record before the HPC on August 6, 2024, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

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.

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE # 24-20 115 FRONT STREET - PAVERS**.

This the 3rd day of September 2024

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



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September 3, 2024

Jay Horton (Filter Design Studio, PLLC)
707 Bridges Street
Morehead City, NC 28557

RE: Case # 24-18 101 Ann Street – Three Townhome Units

Dear Mr. Horton:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

cc: Sunset Lane Properties, LLC

Mayor Sharon Harker
Commissioner Melvin Cooper • Commissioner Paula Gillikin
Commissioner John LoPiccolo • Commissioner [redacted]ucky Oliver • Commissioner Sarah Spiegler
Interim Town Manager [redacted] Charles Burgess



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on August 6, 2024, to consider a Certificate of Appropriateness (“COA”) application submitted by Jay Horton for **CASE # 24-18 101 ANN STREET – THREE TOWNHOME UNITS** and having heard all of the evidence, testimony, and arguments presented during the evidentiary hearing on this item and having the material(s) submitted to the HPC from the applicant, makes the following CONCLUSION:

Based upon the testimony, evidence, and record before the HPC on August 6, 2024, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

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.

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

7.1.5. For new construction on Beaufort’s waterfront, minimize any negative impact on historic vistas and conform designs to the policy statements in Chapter 5.

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.

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.

8.3.2. Locate roof ventilators, antennas, solar panels, and satellite dishes in areas not visible from public view. Satellite dishes exceeding 24” in diameter shall not be installed in the historic district.

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.

8.4.5. All lighting should be directed toward the property for which it was intended and should not spill over onto adjacent properties.

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.

8.5.7. 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 of bricks, stone, or metal to contain loose paving materials. Landscaping timbers, railroad ties, and concrete or plastic edging are not allowed.

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.

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.

Wood Siding, Trim, and Ornament Guidelines

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

Brickwork and Masonry Guidelines

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

Window and Door Guidelines

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

6.4.11. Avoid the placement of metal awnings over windows and doors. Fabric awnings may be used if the house originally or historically had them. Install awnings in such a manner that they do not conceal architectural features or damage historic building fabric. Choose colors and patterns that harmonize with the building and do not compete with it.

Foundations Guidelines

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.

6.6.10. Locate new utilities and mechanical equipment such as package unit furnaces, heat pumps, and air conditioning coils at the rear or other areas not seen from public view. Utilities should never be located at the front of a structure or site. Provide screening with plantings, fences, or plant treatments.

Paint and Exterior Colors Guidelines

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

Fences and Walls Guidelines

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

8.2.2. 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.

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

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)

Docks, Piers, and Boardwalks Guidelines

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.

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE # 24-18 101 ANN STREET – THREE TOWNHOME UNITS.**

This the 3rd day of September 2024

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



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

September 3, 2024

Eric Lindstrom
125 Ann Street
Beaufort, NC 28516

RE: Case # 24-19 201 Ann Street – Exterior Paint & Screening of Foundation

Dear Mr. Lindstrom:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate
CC: Hay Loft Investments LLC

Mayor Sharon Harker
Commissioner Melvin Cooper • Commissioner Paula Gillikin
Commissioner John LoPiccolo • Commissioner Bucky Oliver • Commissioner Sarah Spiegler
Interim Town Manager Charles Burgess



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on August 6, 2024 to consider a Certificate of Appropriateness (COA) application submitted by Eric Lindstrom for **CASE # 24-19 201 ANN STREET – EXTERIOR PAINT & SCREENING OF FOUNDATION** and having heard all of the evidence, testimony, and arguments presented during the evidentiary hearing on this item and having the material(s) submitted to the HPC from the applicant, makes the following CONCLUSION:

Based upon the testimony, evidence, and record before the HPC on August 6, 2024, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Foundation 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.
- 6.6.5. 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.

Paint and Exterior Colors

- 6.7.2 Determine the building’s style and period and consult with the HPC or reference sources or 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.
- 6.7.4 Old paint should not be removed by sandblasting or other abrasive or destructive methods. The removal of all paint layers down to the bare wood in preparation for repainting is not recommended.
- 6.7.5 A natural wood stained surface that was historically painted is not appropriate.

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE # 24-19 201 ANN STREET – EXTERIOR PAINT & SCREENING OF FOUNDATION.**

This the 3rd day of September 2024

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



Town of Beaufort, NC

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**Town of Beaufort Historic Preservation Commission Regular Meeting
6:00 PM Tuesday, September 3, 2024 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case 24-16 309 Broad Street – Historic Plaque

BRIEF SUMMARY:
Request for a Historic Plaque at 309 Broad Street

REQUESTED ACTION:
Conduct Quasi- Judicial Hearing

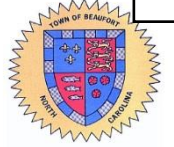
EXPECTED LENGTH OF PRESENTATION:
10 Minutes

SUBMITTED BY:
Kyle Garner

BUDGET AMENDMENT REQUIRED:
N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, Planning Director
Date: August 23, 2024
Case No.: 24-16

Request: Request for a Historic Plaque at 309 Broad Street

Applicants: Harry & Mary McCracken
 309 Broad Street
 Beaufort, NC 28516

Property Information:

Owners: Same
 Location: 309 Broad Street
 PIN: 730617116299000

Project Information:

In the District Survey, updated by Ruth Little, the house at 309 Broad is described as **House** c. 1913. 2-Story, 5-bay, side gable I-house with moulded eave returns, 2 interior stuccoed chimneys, 2/2 and 1/1 replacement windows, vinyl siding, and hipped 1-story porch with boxed Doric columns and plain railing. House built between 1908 and 1913. (SM)

Since the applicant requested to table the plaque application until the September meeting, the Commission will need to make a decision because the time period of 120 days will expire.

Proposed work:

- Request for a Historic Plaque.

Attachments:

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

Eligibility:

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

Documentation:

The documentation must be produced by the applicant. It is the responsibility of the applicant to do so or have done all the research necessary to provide the documentation to the Historic Preservation Commission. Included in the document should be:

Written proof of the date of construction, or the earliest date of reference in the tax records, to show that the structure existed. Any records can be used to substantiate the existence of the structure, including early maps of the area, or other comparable documentation (with verification by outside sources if necessary) at the Historic Preservation Commission’s discretion. In addition, there must be visible evidence of construction methods of the period. Other information to be included: photos of each side of the outside, photos of interior features used in determining age, scaled map of the lot on which the structure stands indicating all changes in lot by deed(s).

Plaque Guidelines:

4.2.1

If the request to obtain a plaque is granted, the applicant will receive written permission from the Beaufort Historic Preservation Commission. This permission will state the earliest name and date as determined by the Beaufort Historic Preservation Commission. No other information may be placed on the plaque.

4.2.2

The applicant will be responsible for all expenses of obtaining the plaque and its maintenance. Once a plaque is received by the applicant, it is the responsibility of the owner not to make changes that would alter the architectural integrity of the structure.

4.2.3

The plaque should be to the exact specifications of the Historic Preservation Commission. If future changes not appropriate to the original documentation which govern the issued plaque occur, the Commission has the right to request the removal of the plaque.

Case # 24-16 309 Broad Street - Historic Plaque

Legend

- NCHPOpoints
- Tax_Parcel_Data



| <u>OWNER</u> | <u>AIL_HOU:</u> | <u>MAIL_ST</u> | <u>MAIL_CITY</u> | <u>IL_ST/AIL_Z1</u> | <u>AIL_ZI5</u> |
|--------------------------------|-----------------|----------------|------------------|---------------------|----------------|
| BARNES,MARTHA TOTTY | 305 | TURNER STREET | BEAUFORT | NC | 28516 |
| DASCOMBE,ADDISON ETX GABRIELLE | 106 | WINDFALL COURT | CARY | NC | 27518 |
| FIRST RUNG PROPERTIES LLC | 304 | ORANGE STREET | BEAUFORT | NC | 1821 28516 |
| MCCRACKEN,HARRY JR ETUX MARY | 309 | BROAD STREET | BEAUFORT | NC | 28516 |
| STANCIL,STEVEN ARTHUR | 2410 | FOXCROFT RD | WILSON | NC | 27896 |
| STEVENS,RAMELLE C | 327 | BAYBERRY DRIVE | CHAPEL HILL | NC | 27517 |

APPLICATION FOR STRUCTURE HISTORIC PLAQUES

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

1. Property Owner(s)
HARRY & MARY JANE McCracken
Address
309 Broad St. Beaufort, NC 28516
Telephone number
919 906-1620
2. Address of Property
309 Broad St. Beaufort, NC 28516
3. Year building/structure was built
1909
4. Builder's name (if known)
∅
5. Architect's name (if known)
∅
6. First Owner (if known)
Sterling Price Ramsey
7. Describe architectural style of building
2 story, 5 bay, side gable I-house with
molded eave return, interior chimneys,
2/2 and 1/1 replacement windows, vinyl siding,
and hipped 1-story porch with Doric Columns.
8. Important or interesting facts about the building/structure (can be
answered on a sheet of paper.)

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

see attached photo.

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

see attached photo.

*Interior structure of construction
in dining room.*

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

*Book: Historic Beaufort N.C., A Unique
Coastal Village Preserved.*

Author: Mary Warshaw

Page: 86

ADJACENT PROPERTY OWNERS

Name: Fred Stevens (305 Broad St)
Address: 327 Bayberry Dr. Chapel Hill NC 27517
Phone: (919) 618-5687

Name: Addison Dascombe (313 Broad)
Address: 106 Windfall Court, Cary, NC 27518
Phone: (919) 618-0730

Name: Karen Johnson Stancil (308 Broad)
Address: 2410 Foxcroft, Wilson, NC 27896
Phone: (252) 230-4711

Name: _____
Address: _____
Phone: _____

Name: _____
Address: _____
Phone: _____

Name: _____
Address: _____
Phone: _____

FRONT OF HOUSE

1.



Permanent cut out of wall showing interior construction. FRAMED and covered with glass.

TOP





**309 Broad Street
S.P. RAMSEY HOUSE *circa* 1909**

Fisherman and carpenter Sterling Price Ramsey (1882–1962), son of Talcott William Ramsey and Martha Elizabeth Sewell, married Maude Douglas Brooks (1884–1975) in 1903. Maude was daughter of Elza Wade Brooks and Mary Ellen Bowen. Sterling and Maude were parents of Eleanor Atwater, Sterling Clyde and Elizabeth

Gray Ramsey. The family was in the home by 1910. Widow Maude Ramsey was living in the house when she died in 1975.

1997 Survey: 2-story, 5-bay, side-gable I-house with molded eave returns, interior chimneys, 2/2 and 1/1 replacement windows, vinyl siding, and hipped 1-story porch with Doric columns and plain railing.

Carteret County

Property Data

Parcel Number: 730617116299000

Inquiry Date: 6/10/2024

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

Property Info

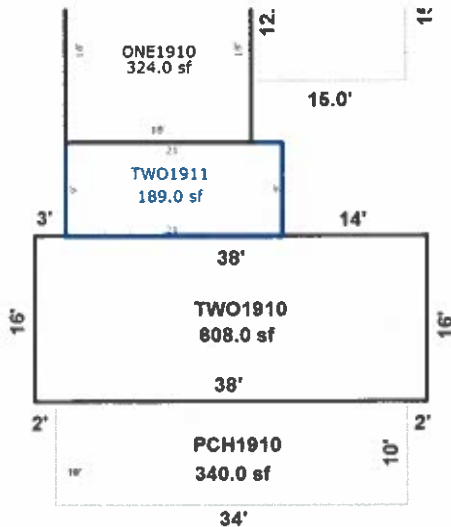
PARCEL NUMBER: 730617116299000
OWNER: MCCRACKEN,HARRY JR ETUX MARY
PHYSICAL ADDRESS 309 BROAD ST
BEAUFORT
MAILING ADDRESS: 309 BROAD STREET
BEAUFORT NC 28516
LEGAL DESCRIPTION: PART L129 TOWN OF BEAUFORT
DEED REF: 1591-261
PLAT REFERENCE: -
NEIGHBORHOOD: 590004

SALE DATE: 10/30/2017
SALE PRICE: \$445,000
ACREAGE: 0.128
LAND VALUE: \$293,760
EXTRA FEATURE VALUE: \$651

Building Info

BATHS: 2
BEDROOMS: 3
CONDITION: N/A
EXTERIOR WALLS: 26 VINYL
FLOOR FINISH: 12 HARDWOOD
08 VINYL
FOUNDATION: 02 CONC BLOCK
HEAT: 10 HEATPUMP
ROOF COVER: 03 COMP SHNGL
ROOF STRUCTURE: 03 GABLE
SQUARE FOOTAGE: 1740
YEAR BUILT: 1910
BUILDING VALUE: \$136,430
PARCEL VALUE: \$430,841

Sketches



Drawn by Ryan Smith

Photos



Carteret County GIS

Search Results Layers

Results List

Details

Carteret County Parcel

24 Tax Parcels Contains 2023 changes

OWNER: MCCracken, HARRY JR ETUX MARY

Addresses: 309 BROAD STREET

730617116299000

IN: (<https://argisweb.carteretcountync.gov/PropertyRecord/pin=730617116299000>)

Deed Ref: 1591-261 10/30/2017 (assets/carteret/deedhandler.ashx?book=&page=

Deed Ref: - (assets/carteret/deedhandler.ashx?book=&page=)

Assessed Acres: 0.128

Calculated Acres: 0.126266

Assessable Price: \$445,000

Assessed and Value: \$293,760

Structure Value: \$136,430

Other Value: \$651

Total EMV: \$430,841

Condo: 0

Home: 1159 BEAUFORT

City: BEAUFORT

Neighborhood: 590004 TOWN OF BEAUFORT Codes (<https://argisweb.carteretcountync.gov/PropertyRecord/>)

Fire District:

Fire District: BEAUFORT RESCUE

Legal Desc: PART L129 TOWN OF BEAUFORT

Elementary School: BEAUFORT ELEMENTARY

Elementary School: BEAUFORT ELEMENTARY

Middle School: BEAUFORT MIDDLE

High School: EAST CARTERET HIGH

F1 Wheatly (<https://www.carteretcountync.gov/Director>)



