



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, May 06, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Election of Officers

Agenda Approval

Minutes Approval

- [1.](#) HPC Draft Minutes 040125

Administration of Oaths

Items of Consent

- [1.](#) Approval of the Orders for 215 Turner Street, 118 Moore Street, 116 Queen Street & 209 Moore Street – Certificate of Appropriateness

New Business

- [1.](#) Case# 25-18 812 Broad Street- Historic Plaque
- [2.](#) Case # 25-19 118 Moore St - Replace Existing Shed with Larger Shed
- [3.](#) Case # 25-20 410-A Front Street - New Signage - Building Rear
- [4.](#) Case # 25-21 601 Front St- Replacement lighting at the Entrance to Inlet

Commission / Board Comments

Staff Comments

Adjourn



Town of Beaufort, NC
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Town of Beaufort Historic Preservation Regular Meeting
6:00 PM Tuesday, April 1, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair McCune called the April 1st, 2025 Beaufort Historic Preservation Commission regular meeting to order at 6:00 p.m.

Roll Call

Members Present: Joyce McCune, Chair; Bradley Hedrick, Vice-Chair; Bradley Cummins, Jessica Sabiston

Members Absent: Marissa Morris

A quorum was declared with four members present.

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

Agenda Approval

Vice-Chair Hedrick made the motion to approve the Agenda 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, Jessica Sabiston

Minutes Approval

Chair McCune requested page 5 of the Agenda Packet be corrected to read “to remove” rather than “to table” the sailcloth portion.

Member Cummins made the motion to approve the January 7th, 2025 Minutes as presented and Vice-Chair Hedrick made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, 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 and Brad Fockler.

Items of Consent

- 1. Approval of the Orders for 201 Front Street, 119 Orange Street, 110 Middle Lane – Certificate of Appropriateness

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Jessica Sabiston

Old Business

Mr. Wes Collins, attorney for Case #25-14, 215 Turner St, stated that his client and another witness were held up in an accident and requested that this item be moved down on the agenda.

Chair McCune asked for a motion to move Case #25-14 to the end of the agenda.

Member Cummins made the motion to move Case #25-14 to the end of the agenda and Member Sabiston made the second. Chair McCune took a vote that was unanimously approved.

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Jessica Sabiston

New Business

- 1. Case #25-15; 118 Moore St – Demo Back Porch and Replace Porch

Chair McCune introduced Case #25-15 and asked if any Commission members needed to recuse themselves. Hearing none she asked for the Staff Report. Mr. Garner stated that the request was to demo a portion of the back porch and to replace it. The porch can be seen from public view. There is a seating area on the porch which will not be replaced though the porch rails will be replaced with Beaufort-style pickets, and the porch will be leveled.

Secretary Anderson then administered the Oath to the applicant, Margaret Risser.

Ms. Risser noted that she would also add the awning-style cover over the porch door. There were no other questions.

Chair McCune asked if there were any parties with standing or witnesses, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-15. Member Cummins made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-15, move that the Commission concludes that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Porches and Entrances Guidelines 6.5.3, 6.5.7, 6.5.8.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Jessica Sabiston

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-15.

Vice-Chair Hedrick made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the 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 #25-15 be issued for the proposed work.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Jessica Sabiston

Chair McCune then declared Case #25-15 closed and notified Ms. Risser that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

2. Case #25-16; 116 Queen St – Porch Modification

Chair McCune introduced Case #25-16 and asked if anyone on the Commission needed to recuse themselves. Hearing none she asked for the Staff Report.

Mr. Garner stated that the building plans for the porches deviated from the original approved Certificate of Appropriateness.

Secretary Anderson administered the Oath to the applicant and homeowner, Stanley Lamb.

Mr. Lamb stated that regular aluminum side tracks would be used for the screens.

Chair McCune asked if there were any parties with standing or witnesses, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-16. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-16, move that the Commission concludes that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Porches and Entrances Guidelines 6.5.1, 6.5.2, 6.5.3, 6.5.4, 6.5.5, 6.5.6, 6.5.7, 6.5.8, 6.5.9, 6.5.10, 6.5.11, 6.5.12.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Jessica Sabiston

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-16.

Member Cummins 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 #25-16 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, Jessica Sabiston

Chair McCune then declared Case #25-16 closed and notified Mr. Lamb that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

3. Case #25-17; 209 Moore St – New Windows

Chair McCune introduced Case #25-17 and asked if any Commissioners needed to recuse themselves; hearing none she asked for the Staff Report.

Mr. Garner stated that Mr. Martin, owner and applicant, had submitted a new pictures to be added as part of the record. Mr. Martin is requesting to replace two windows in one frame with a replacement window with two units on the north side of the house. Mr. Garner clarified that the existing window is vinyl.

Secretary Anderson administered the Oath to the applicant and homeowner, Michael Martin.

Mr. Martin stated that the existing window is vinyl with small strips of wood which are rotting and will be replaced with a vinyl window. There will be no grilles in the window and it will match the current size window.

Chair McCune asked if there were any parties with standing or witnesses, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-17. Member Sabiston made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-17, move that the Commission concludes that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Window and Door Guidelines 6.4.3, 6.4.7, 6.4.10.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Jessica Sabiston

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 not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #25-17 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, Jessica Sabiston

Chair McCune then declared Case #25-17 closed and notified Mr. Martin that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

Old Business

1. Case #25-14; 215 Turner St – New Dwelling

Chair McCune introduced Case #25-14 and asked if anyone on the Commission needed to recuse themselves. Hearing none she asked for the Staff Report.

Mr. Garner stated that this request is for a vacant parcel at 215 Turner Street that originally had a COA approved for a new single-family home in June of 2023. That COA expired and the homeowner is requesting re-approval of that COA. At the last meeting in March the homeowner was requested to come back in April and provide specific information. That information has not been provided prior to the meeting but as this is a quasi-judicial proceeding they are allowed to provide updated information as part of their evidence.

Secretary Anderson administered the Oath to Steve Kjellberg of KJ Construction, the applicant's building contractor. Other previously sworn participants do not need to be sworn in again as this case had been tabled from the last month's meeting.

Ms. Laura Siegle, attorney for Mr. Griffin, stated that the original COA had been approved in June 2023 by Mr. Hedrick, Mr. Cummins, and Chair McCune. As the COA had expired the same plan was being resubmitted. She stressed that the historic district as a whole is the standard to be considered when looking at the project and noted that Turner Street is very architecturally diverse. Ms. Siegle submitted handouts showing Turner Street and noting similarities between the requested new build and nearby existing structures, and also congruence in size and scale. Ms. Siegle also pointed out the original house on the lot which had been demolished was a ranch-style home set back inappropriately and incongruently with the homes on either side. She noted that the proposed project will enhance the property and be compatible with the historic district as a whole.

Ms. Siegle then submitted updates to the original application. The brick color was updated as the original has been discontinued, a mistake in the original application stating the windows were casement style has been updated to single hung, and the gutters and windows are updated to a white color.

Mr. Griffin clarified that the windows would be divided lights with top fixed windows and that grass would be between the concrete runners in the driveway. The outside mechanicals will be submitted at a later time.

Ms. Siegle requested that all documents be submitted into the record.

Chair McCune asked if there were any parties with standing.

Ms. Quattlebaum noted that in the previous meeting Mr. Adams and Mr. Haas were determined to not have standing but could offer new evidence to request standing.

Isaac Adams, 211 Turner St, requested to offer new evidence. He stated that proximity, adverse effects due to stormwater runoff and lighting from the new home and noise issues, and potential decrease in property value make him a party with standing.

The Commission discussed Mr. Adams' evidence.

Chair McCune gave a motion to deny Mr. Adams as a party with standing and Member Sabiston made the second. Chair McCune took a vote that was approved.

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Jessica Sabiston

Jonathan Haas, 217 Turner Sr, discussed the potential diminished value as a homeowner and a business owner and in particular issues with shading and a live oak tree on his property.

The Commission discussed Mr. Haas' evidence.

Member Cummins gave a motion to deny Mr. Adams as a party with standing and Member Sabiston made the

second. Chair McCune took a vote that was approved.

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Jessica Sabiston

Chair McCune notified Mr. Haas that he could speak as a witness. Mr. Haas reiterated his concerns.

Chair McCune then notified Mr. Adams that he could speak as a witness. Mr. Adams reiterated his concerns.

Chair McCune asked if there were any other parties with standing. Hearing none she asked if there were any other witnesses. There were no witnesses.

Mr. Wes Collins, attorney for Mr. Griffin, responded to Mr. Adams and stated that the Commission was bound by the determination of looking at the district as a whole, and not looking at bits and pieces of projects to compare. He urged the Commission to apply the standard of taking the district as a whole.

Ms. Siegle stated that the Griffins had ensured that placement of the house was appropriate and witnesses had not stated anything that would hinder the COA from being granted, and what Turner Street needs is a historical Beaufort classic home that the Griffins plan to build to offset the brick buildings across the street.

After Commission discussion during which Mr. Adams interjected his understanding that the driveway was removed from consideration, Mr. Griffin stated when asked that he would like to include the landscaping and the driveway added as presented.

There was further discussion regarding the two-dimensional nature of the drawings and the landscaping plan.

Chair McCune asked for a motion for a Finding of Fact for Case #25-14. Member Cummins made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-14, move that the Commission concludes that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Building Placement 7.1.1, 7.1.2, 7.1.3, 7.1.4; Building Height/Scale 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.2.5; Materials 7.3.1, 7.3.2, 7.3.3; Details 7.4.1, 7.4.2; Texture and Color 7.5.1; Form and Rhythm 7.6.1, 7.6.2, 7.6.3; Landscaping 7.7.1; Off-Street Parking Guidelines 8.5.1, 8.5.2, 8.5.3, 8.5.4, 8.5.6, 8.5.7; Exterior Lighting Guidelines 8.4.1, 8.4.2, 8.4.3; Landscaping Guidelines 8.1.2, 8.1.5, 8.1.7, 8.1.8, 8.1.12, 8.1.13. Chair McCune noted that these Findings of Fact are based on the packet and evidence brought today with the addition of the landscaping plan included in the packet from the March meeting.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Jessica Sabiston

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-14.

Vice-Chair Hedrick made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the 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 #25-14 be issued for the proposed work to exclude the outside utilities.

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

Voting yea: Chair McCune, Vice-Chair Hedrick, Bradley Cummins, Jessica Sabiston

Chair McCune then declared Case #25-14 closed and notified Mr. Griffin that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

Commission / Board Comments

The Commission discussed Member Cummins’ suggestion of adding a second meeting to the month to work on completing the Standards.

Staff Comments

Mr. Garner discussed a few code enforcement issues in the historic district. He also notified the Commission that new members would be appointed by the Board of Commissioners at an upcoming meeting. There will be upcoming Commission training from the School of Government.

Town Attorney Jill Quattlebaum discussed the administrative appeal at 312 Moore Street.

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, Jessica Sabiston

Chair McCune declared the April 1st, 2025 meeting adjourned at 7:50 p.m.

Chair, Joyce McCune

Board Secretary, Laurel Anderson



Town of Beaufort, NC

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**Town of Beaufort Historic Preservation Commission
6:00 P.M. May 6, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: Consent

SUBJECT: Approval of the Orders for 215 Turner Street, 118 Moore Street, 116 Queen Street & 209 Moore 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



Town of Beaufort
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May 6, 2025

John and Anna Griffin
10217 Lobley Ridge Road
Raleigh, NC 27613

RE: Case # 25-14 215 Turner Street – New Single-Family Residential Home

Dear Mr. and Mrs. Griffin:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

Mayor Sharon Harker
Commissioner Melvin Cooper • Commissioner Paula Gillikin
Commissioner John LoPiccolo • Commissioner [redacted]ucky Oliver • Commissioner Sarah Spiegler
Town Ma [redacted] 10 [redacted]att Zapp



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 April 1, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by John and Anna Griffin for **CASE # 25-14 215 TURNER STREET – NEW SINGLE-FAMILY RESIDENTIAL HOME** 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 April 1, 2025, 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.

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

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

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.

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

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.

Landscaping Guidelines

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

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

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

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

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

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

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

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

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

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

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

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

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 # 25-14 215 TURNER STREET – NEW SINGLE-FAMILY RESIDENTIAL HOME **with the condition that the outside utilities are not included in the COA and must be brought back to the HPC for review and approval.**

This the 6th day of May, 2025.

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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May 6, 2025

Meg Risser
118 Moore Street
Beaufort, NC 28516

RE: Case # 25-15 118 Moore Street - Demo Back Porch and Replace Porch

Dear Ms. Risser:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

Mayor Sharon Harker
Commissioner Melvin Cooper • Commissioner Paula Gillikin
Commissioner John LoPiccolo • Commissioner [redacted]ucky Oliver • Commissioner Sarah Spiegler
Town Ma [redacted] 15 [redacted]att Zapp



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 April 1, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by Meg Risser for **CASE # 25-15 118 MOORE STREET – DEMO BACK PORCH AND REPLACE PORCH** 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 April 1, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Porches and Entrances Guidelines

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.

6.5.7. 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.

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

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 # 25-15 118 MOORE STREET – DEMO BACK PORCH AND REPLACE PORCH**.

This the 6th day of May, 2025.

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

May 6, 2025

Stan and Christine Lamb (Pecan Tree Inn)
116 Queen Street
Beaufort, NC 28516

RE: Case # 25-16 116 Queen Street – Porch Modification on new Single-Family Home

Dear Mr. and Mrs. Lamb:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

Mayor Sharon Harker
Commissioner Melvin Cooper • Commissioner Paula Gillikin
Commissioner John LoPiccolo • Commissioner [redacted]ucky Oliver • Commissioner Sarah Spiegler
Town Manager [redacted] 17 [redacted]att Zapp



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 April 1, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by Stan and Christine Lamb (Pecan Tree Inn) for **CASE # 25-16 116 QUEEN STREET – PORCH MODIFICATION ON NEW SINGLE-FAMILY HOME** 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 April 1, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Porches and Entrances Guidelines

- 65.1. 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.
- 65.2. 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.
- 65.3. 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.
- 65.4. The enclosure or other alteration of original or historic front porches is not appropriate in the historic district. The enclosure of porches at the rear, or other areas not seen from the public view, is appropriate if the enclosure is designed and constructed in a manner that preserves the historic character and features of the porch.
- 65.5. Covering a porch with non-historic material such as vinyl or metal siding, or “winterizing” a screened porch by permanently attaching plastic sheeting is not permitted.
- 65.6. Using indoor-outdoor carpeting to weather-proof a porch floor is not permitted.
- 65.7. 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.
- 65.8. Removing a porch that is not repairable and not replacing it, or replacing it with a new porch that does not convey the same visual appearance on contributing historical properties is not permitted.
- 65.9. Reconstruct missing porches or porch details based on accurate documentation of such features. Such documentation may include: evidence found on the subject buildings; historic photographs; or compatible details found on another porch in the district of the same period and general style. The owner shall provide the commission with such documentation in the application for a Certificate of Appropriateness.
- 65.10. 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.

6.5.11. Collapsible gates on porches to restrain pets or young children are reviewed by the HPC on a case-by-case basis and should be truly temporary and removal. Permanent gates are reviewed by the HPC. Gates of any kind at the foot of porch steps create an unnecessary visual barrier and are not appropriate.

6.5.12. New handicapped access ramps and other modifications to improve access shall be designed so that the modifications are reversible and do not damage or obscure the buildings' architectural features or diminish its historic character. (SEE GUIDELINES FOR ACCESSIBILITY AND LIFE SAFETY).

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 # 25-16 116 QUEEN STREET – PORCH MODIFICATION ON NEW SINGLE-FAMILY HOME.**

This the 6th day of May, 2025.

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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www.beaufortnc.org

May 6, 2025

Michael and Christina Martin
209 Moore Street
Beaufort, NC 28516

RE: Case # 25-17 209 Moore Street – New Windows

Dear Mr. and Mrs. Martin:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

Mayor Sharon Harker
Commissioner Melvin Cooper • Commissioner Paula Gillikin
Commissioner John LoPiccolo • Commissioner [redacted]ucky Oliver • Commissioner Sarah Spiegler
Town Ma [redacted]att Zapp



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 April 1, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by Michael and Christina Martin for **CASE # 25-17 209 MOORE STREET – NEW WINDOWS** 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 April 1, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

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.

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

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

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 # 25-17 209 MOORE STREET – NEW WINDOWS**.

This the 6th day of May, 2025.

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



Town of Beaufort, NC

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

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

AGENDA CATEGORY: New Business
SUBJECT: Case# 25-18 812 Broad Street- Historic Plaque
BRIEF SUMMARY:

The owner wishes to obtain a Historic Plaque for the house at 812 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: May 6th, 2025
Case No.: 25-18

Request: Request for a Historic Plaque at 812 Broad Street

Applicants: David and Stephanie Jeffries
 8301 North Creek Run
 Raleigh, NC 27613

Property Information:

Owners: Same
 Location: 812 Broad Street
 PIN: 730506394965000

Project Information:

House. 1-Story, 3-bay, front-gable house sits on brick piers and has 2 interior brick chimneys, and 2/2 sash: Hipped porch has flared Craftsman posts on brick piers, turned railing, and entrance with 3-light transom.

C Garage. c. 1920. Front-gabled garage with metal sheathing.

This structure is located within the National Historic District not the Local Historic District.

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

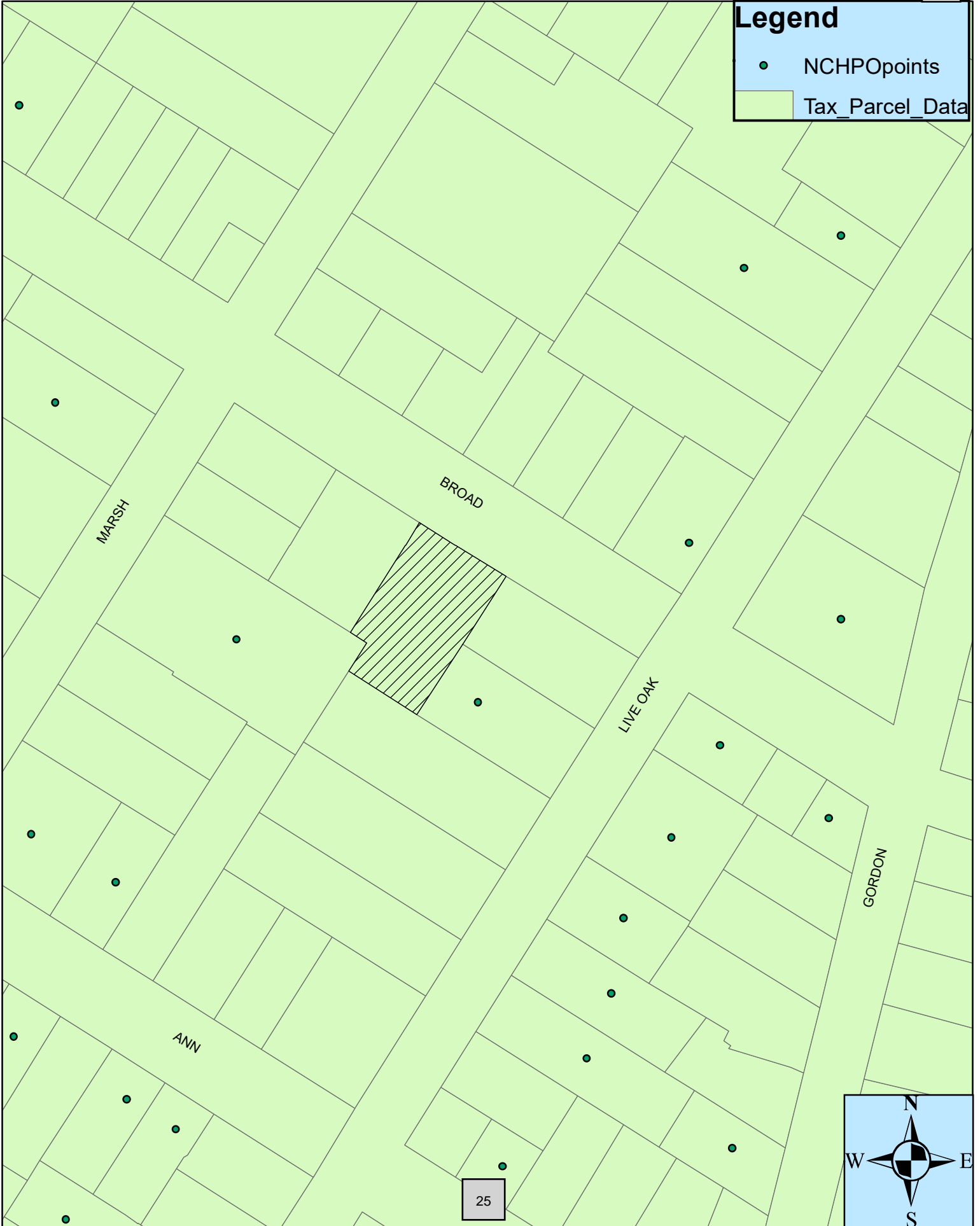
The applicant will be responsible for all expenses of obtaining the plaque and its maintenance. Once a plaque is received by the applicant, it is the responsibility of the owner not to make changes that would alter the architectural integrity of the structure.

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# 25-18 812 Broad Street- Historic Plaque

1.



25

OWNER	MAIL_ADDRE	MAIL_CITY	IL_ST/AIL_Z1AIL_ZI5
BEACH MARSHALL L	PO BOX 1207	BEAUFORT	NC 1207 28516
DALY KATHLEEN TRUSTEE	108 GORDON STREET	BEAUFORT	NC 28516
JEFFRIES DAVID ANDREW ETUX	8301 NORTH CREEK RUN	RALEIGH	NC 27615
KOPF ELIZABETH CANNON	1115 DODSON RIDGE RD	WALNUT COVE	NC 7811 27052
MOSIER DAVID W JR ETUX LYNN H	1134 HARVEY STREET	RALEIGH	NC 27608
RICE CYNTHIA WILLIAMS	2301 FRONT STREET	BEAUFORT	NC 28516
RUST ROBERT H ETUX SHERRY B	810 BROAD STREET	BEAUFORT	NC 28516
TAYLOR MARSHALL C ETUX SARAH J	108 CARDINAL DRIVE	GREENVILLE	NC 27858
UDWS LLC	2604 KITTRELL DR	RALEIGH	NC 1518 27608

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)
DAVID AND STEPHANIE JEFFRIES
Address
8301 N. CREEK RUN RALEIGH NC 27613
Telephone number
919 605 2071
2. Address of Property
812 BROAD ST BEAUFORT NC
3. Year building/structure was built
1910
4. Builder's name (if known)
-
5. Architect's name (if known)
-
6. First Owner (if known)
ALLEN COOPER MASON
7. Describe architectural style of building
1-STORY, 3-BAY CRAFTSMAN STYLE FRONT GABLE HOUSE THAT SITS
ON BRICK PIERS AND HAS A 2/2 SASH. IT HAS A HIPPED PORCH WITH
FLAIRED CRAFTSMAN POSTS ON BRICK PIERS, TURNED RAILING AND
ENTRANCE WITH 4 LIGHT TRANSOM. (FROM "HISTORIC BEAUFORT NORTH
CAROLINA," BY MARY WARSHAW
Pg 94)
8. Important or interesting facts about the building/structure (can be
answered on a sheet of paper.)
SEE ATTACHED

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.

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

SEE PHOTOS

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

SANBORN MAP 1913
CAMBERT CO TAX RECORDS

ADJACENT PROPERTY OWNERS

Name: MIKE & ELLEN DALY
Address: 217 LIVE OAK ST
Phone: 252 619 5364

Name: BOB & SHERRY JEFFERY
Address: 810 BROAD ST
Phone: 252-241-9270

Name: _____
Address: _____
Phone: _____

Name: _____
Address: _____
Phone: _____

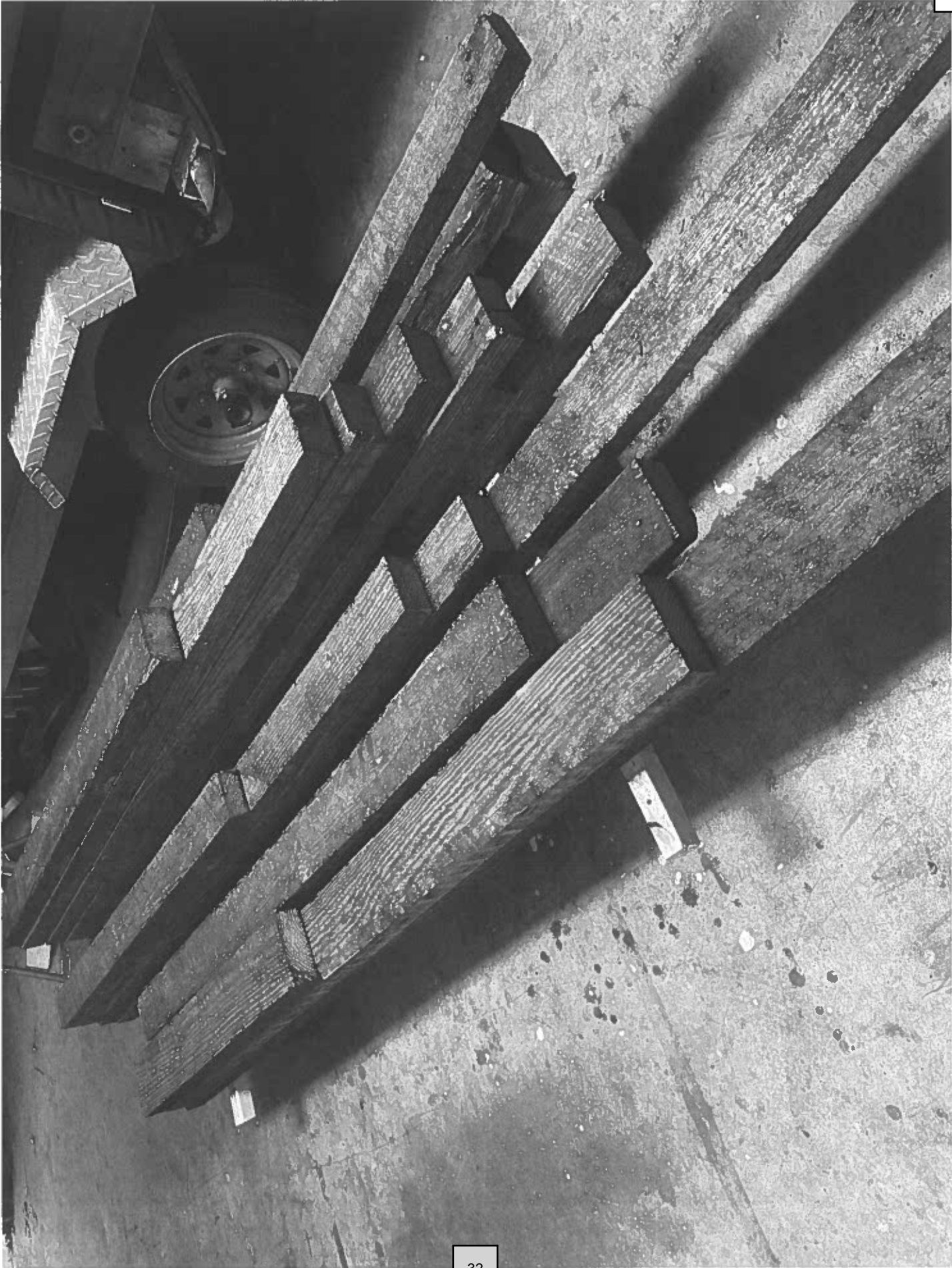
Name: _____
Address: _____
Phone: _____

Name: _____
Address: _____
Phone: _____



EXAMPLES OF CONSTRUCTION METHODS AT THE REPAIR









ONE DEED

Joy Lawrence 3P
CARTERET COUNTY
JL Date 07/22/2009 Time 16:03:00
GR 1315440 Page 1 of 3

NORTH CAROLINA, CARTERET COUNTY
This instrument and this certificate are duly filed at
the date and time and in the Book and Page shown
on the first page hereof.

CARTERET COUNTY
37758

07/22/2009
\$480.00



Real Estate
Excise Tax

Joy Lawrence, Registered Deeds
Rebecca Thomas
Notary Public, State of North Carolina

Prepared by C. R. Wheatly, III, Attorney, Beaufort, NC 28516

STAMPS: 480.00
DEED

STATE OF NORTH CAROLINA
COUNTY OF CARTERET

Harris Law Firm PLLC
P.O. Box 712 Parcel No: 730506394976000
304 North 35th Street
Morehead City, NC 28557

This Deed made this 6 day of July, 2009, by and between Winston P. Arrington, trustee under the Will of William W. Arrington and Lillian P. Arrington, Widow of Carteret County, North Carolina, parties of the first part and David Andrew Jeffries and wife, Stephanie Bread Jeffries, of Wake County, NC, parties of the second part whose address is 8301 North Creek Run, Raleigh, NC 27615;

WITNESSETH

WHEREAS, William W. Arrington and his wife, Lillian P. Arrington, owned, as tenants in common, the lands hereinafter described by Deed of Record, Book 792, page 15, Carteret Count Registry;

Whereas, William W. Arrington is deceased, testate and by his Will created a trust as provided therein, Winston P. Arrington has been designated as trustee of said testamentary trust and that by deed of record, Book 1086, page 23, Carteret County registry, the one half undivided

BOOK 1315 PAGE 440

③

interest of William W. Arrington in the lands hereinafter described was conveyed to said trust;

Now therefore, the parties of the first part in consideration of the sum of one hundred dollars and other valuable consideration do give, grant, bargain, sell, and convey to the party of the second part, in fee simple, the following described tract or parcel of land:

Lying and being in the Town of Beaufort, Carteret County, NC, and being Lot 1A of that property as shown on that plat entitled "Recombination Survey for Winston Arrington, Trustee" dated October 26, 2006 prepared by Powell Surveying Co., P.A. and recorded in Map Book 31, Page 658, Carteret County Registry.

TO HAVE AND TO HOLD the aforesaid tract or parcel of land and all privileges and appurtenances thereunto belonging to the said party of the second part, in fee simple.

And said parties of the first part, do covenant with party of the second part that they are seized of the said property and have the right to convey same in fee simple, and that they will warrant and defend the title to the said property against the lawful claims of all persons whomsoever.

IN TESTIMONY WHEREOF, said parties of the first part have hereunto set their hands and seals, the day and year first above written.

Winston P. Arrington (SEAL)
Winston P. Arrington, trustee under
the will of William W. Arrington

through her attorney in fact
Lillian P. Arrington (SEAL)
Lillian P. Arrington by and through her attorney in fact Winston P. Arrington


BOOK 1315 PAGE 440

STATE OF GEORGIA
COUNTY CHEROKEE

I, Jill Lively, Notary Public for Cherokee County and said State, certify that Winston P. Arrington, trustee personally appeared before me this day and acknowledged the due execution of the foregoing deed.

Witness my hand and Notarial seal this 6 day of July, 2009.

My Commission Expires:
March 20, 2012

Jill Lively
NOTARY PUBLIC



STATE OF GEORGIA
COUNTY CHEROKEE

I, Jill Lively, a Notary Public for Cherokee County and said State, do hereby certify that Winston P. Arrington, Attorney in Fact for Lillian P. Arrington personally appeared before me this day, and being by me duly sworn, says that he executed the foregoing and annexed instrument for and in behalf of the said Lillian P. Arrington, and that his authority to execute and acknowledge said instrument is contained in an instrument duly executed, acknowledged and recorded in Book 886, Page 134, in the Office of the Register of Deeds, Carteret County, North Carolina, on the 3rd day of July, 2000 and that this instrument was executed under and by virtue of the authority given by said instrument granting power of attorney.

I do further certify that the said Winston P. Arrington acknowledged the due execution of the foregoing and annexed instrument for the purposes therein expressed for and in behalf of the said Lillian P. Arrington.

WITNESS my hand and official seal/stamp, this 6 day of July, 2009.

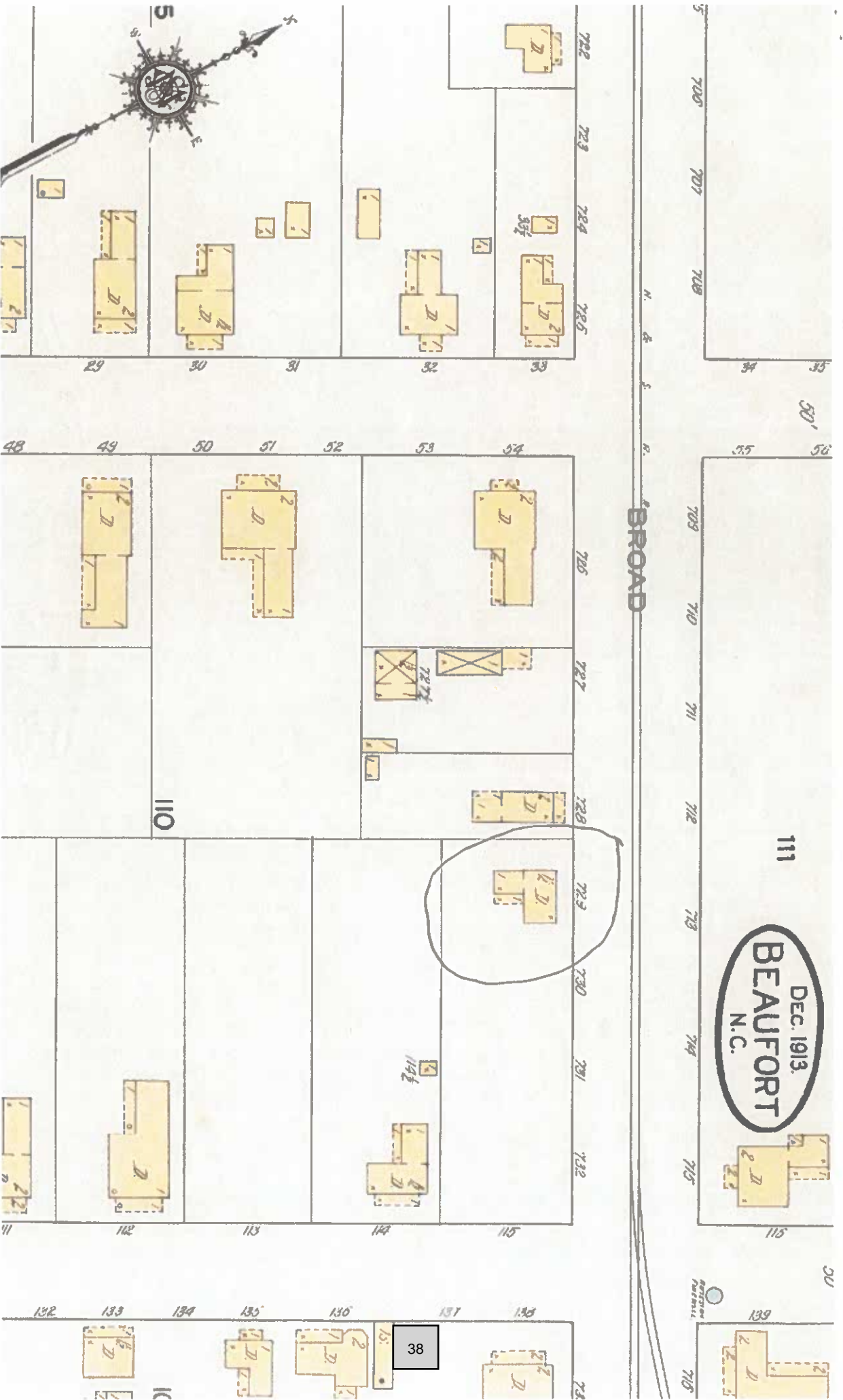
My Commission Expires:
March 20, 2012

Jill Lively
NOTARY PUBLIC


BOOK 1315 PAGE 440

1.

RECORDS TO SUBSTANTIATE EXISTENCE OF OUR HOME



38

PARCEL: 730506394965000
IES DAVID ANDREW ETUX
 NORTH CREEK RUN

Carteret County, North Carolina

Route Number:
 Appraiser Area: SUZIEG
 Reval Year: 2020

RALEIGH, NC 27615
 ACCOUNT NUMBER: 42120

01 County, 1159 Town of Beaufort, 46 Beaufort Rescue, 60 Annual Availability Fee (1), 61
 Beaufort Storm Water Fee (60)

Visited By:
 Information Source:

PARCEL INFORMATION

PROPERTY DESCRIPTION

VALUE SUMMARY

ADDRESS: 812 BROAD ST BEAUFORT NC 28516
NBHD: 59000200-BEAUFORT - BROAD ST
TOWNSHIP: 1159 - TWN OF BEAUFORT
MAP #:
PIN #:

L1A WINSTON ARRINGTON TRUSTEE
 0.2500 AC
 Subd: 31/658

LAND VALUE: 241,984
BUILDING VALUE: 69,940
OBXF VALUE: 276
APPRAISED VALUE: 312,200
DEFERRED VALUE: 0
ASSESSED VALUE: 312,200

NOTES

PERMIT INFORMATION

SALES INFORMATION

Date	Status	Amount	CO Date	Date	Price	V/I	S	Book/Page	Valid Code
7/22/2009		240,000	V	1315/0440	N				
		0	V	1086/23	N				

LAND DATA - MARKET VALUE

Ratio: 130%

L#	CODE	DESCRIPTION	ZONING	FRONT	DEPTH	BACK	DE/FA	COND	U PRICE	ADJ U PRC	UNITS	TYPE	OVERRIDE	LAND VALUE
1	590201	RESIDENTIAL LOT		86	108			0.50	5,400.00	2,484.00	86,000	FF	213,624	24
2	590201	RESIDENTIAL LOT		26	63			0.25	5,400.00	1,080.00	26,000	FF	28,360	28,360
Total Market Land														241,984

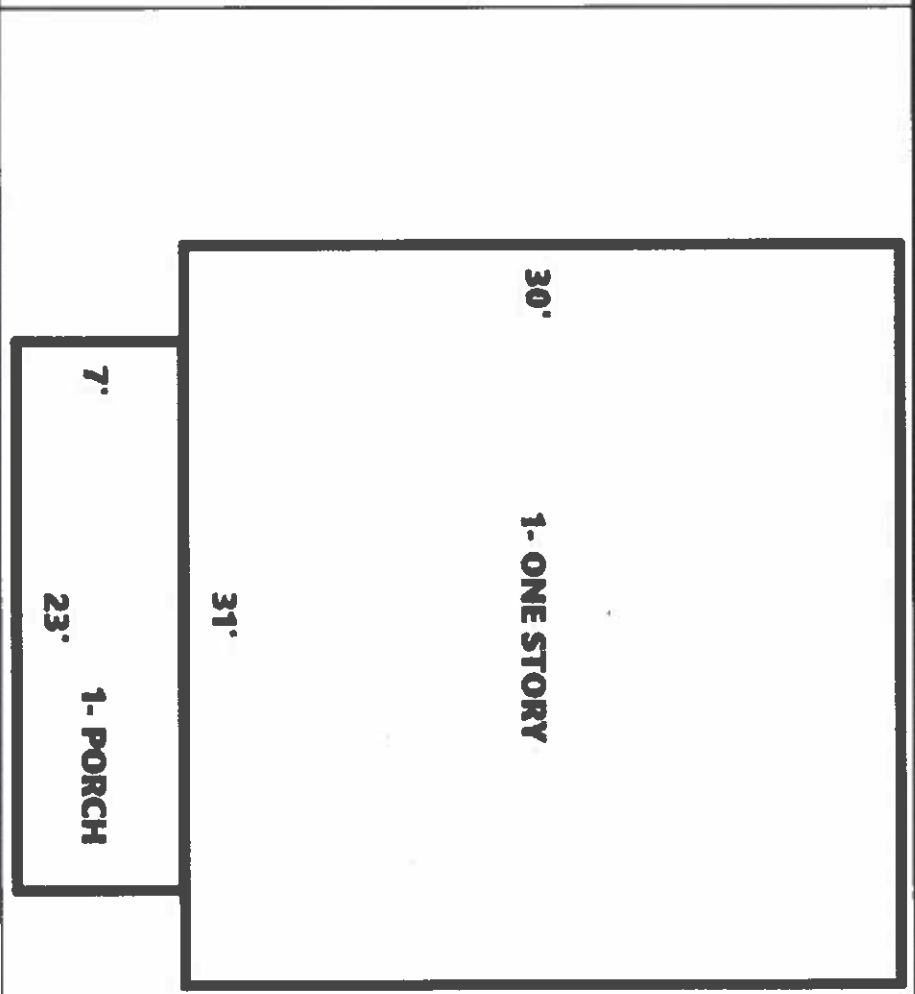
OUTBUILDING DATA

CODE	DESCRIPTION	LENGTH	WIDTH	HEIGHT	UNITS	TYPE	UNIT PRICE	YEAR	QUAL	COND	% GOOD	OVERRIDE	VALUE
000190	SHED	18	10		180	SF	7.680	2002	E	0.20	100%	276	276
Total OBXF Value													276

BUILDING DESCRIPTION BUILDING 1 of 1

BUILDING SKETCH

MODEL: 01 SNG FAMILY
 ARCHITECTURE: 10
 IMPROVEMENT TYPE: 00001 - SNG FAMILY
 QUAL: C
 STORY HEIGHT: 1.0000
 PLUS/MINUS:
 CONDITION: F F
 FOUNDATION: 01 BRICK
 FRAME:
 A/C:
 EXTERIOR WALL: 26 VINYL
 ROOF STRUCTURE: 03 GABLE
 HEATING SYSTEM: 08 GAS PAK
 ROOFING COVER: 13 GALVMETAL
 INTERIOR WALL: 05 DRYWALL
 INTERIOR FLOOR: 09 SOFTWOOD
 BEDROOMS: 3
 BATHS FULL/HALF: 1/0
 FIREPLACE:
 HEATING FUEL TYPE: 03 GAS
 SPECIAL CONDITION:
 ACTUAL YR BLT: 1910
 EFFECTIVE YR BLT: 2007
 INFO SOURCE: 04 ESTIMATED



40

BUILDING SECTIONS

DESCRIPTION	ACTUAL	ADJUSTED	HEATED	RATE	VALUE	% GOOD	RCNLD
ONE STORY	930	930	930	78.37	72,888	88.00%	64,141
PORCH	161	56		27.26	4,389	88.00%	3,863
LUMP					2,200	88.00%	1,936
TOTAL	1,091	986	930	85.46	79,477		69,940

VIEW PHOTO

Parcel Information:

Current PIN: 730506394965000

Owner/s:
JEFFRIES DAVID ANDREW ETUX

Site Address: 812 BROAD ST
BEAUFORT

Mailing Address: 8301 NORTH CREEK RUN
RALEIGH, NC 27615

Legal Description:
L/A WINSTON ARRINGTON TRUSTEE

Prior PIN:

City Limits: Beaufort

Rescue District: 46 Beaufort Rescue

Fire District:

Township: 1159

Use: RESIDENTIAL LOT

Neighborhood:

BEAUFORT - BROAD ST

Land Value: \$241,984

Bldg Hrd Sq Ft: 930

Bldg Value: \$69,940

Base Area Sq Ft: 1,091

Other Value: \$276

Year Built: 1910

Total Value: \$312,200

Legal Acres: 0.25

Sale Price: \$240,000

Mapped Acres: 0.25041316

Deed Date: 07/21/2009

Bedrooms: 3

Plat Ref: 31 / 658

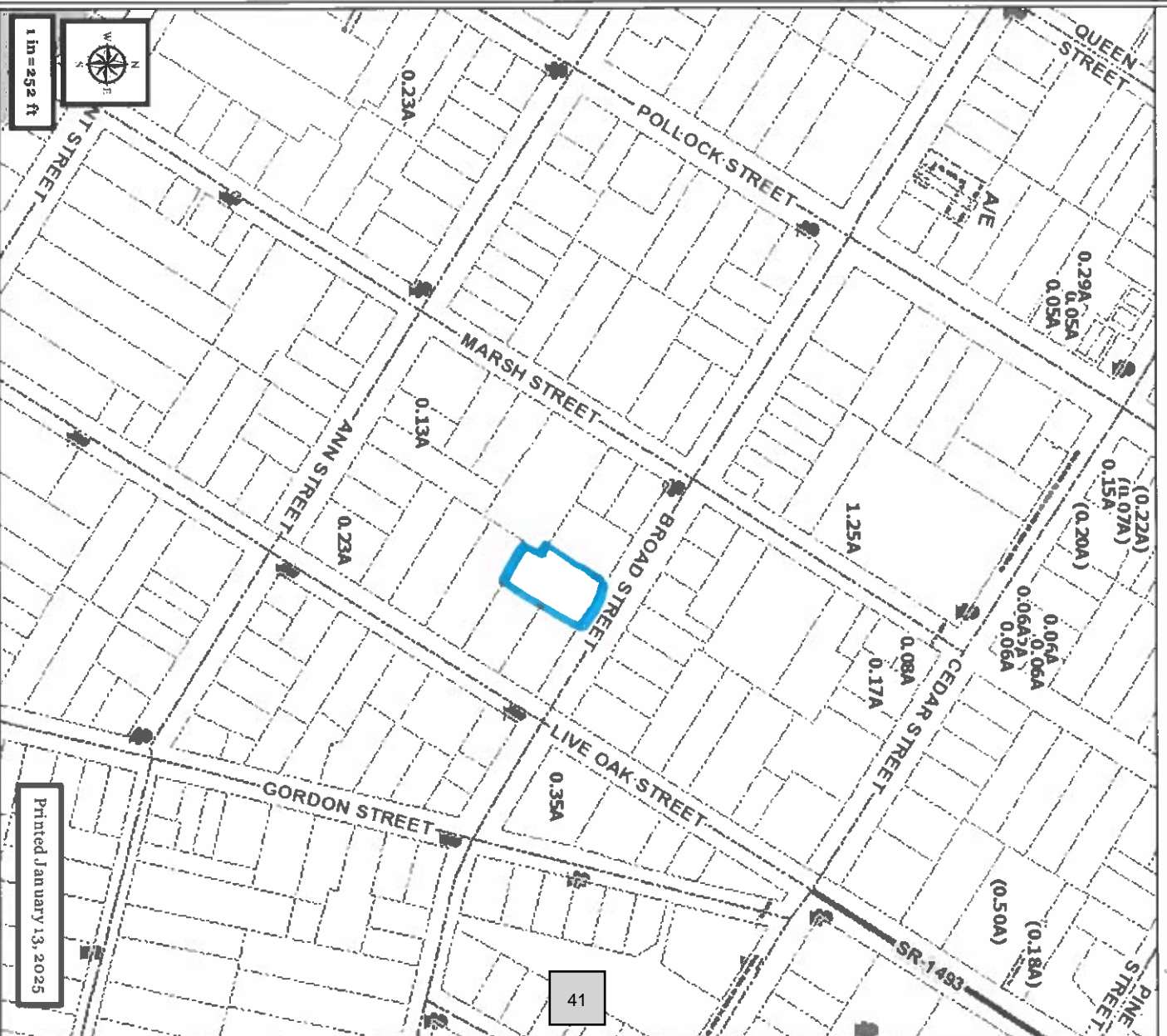
Bathrooms: 1

AICUZ Zone:

Deed Ref: 1315 / 440

Noise Level:

Carteret County, N.C.

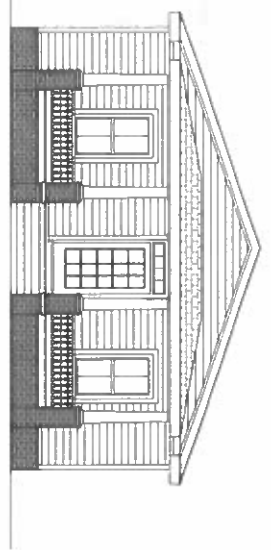


Printed January 13, 2025

The information displayed by this website is prepared for the inventory of real property found within this jurisdiction and is compiled from recorded deeds, plats, and other public records and data. Users of this information are hereby notified that the aforementioned public primary information sources 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 the data and map services will be available to users without interruption or error. Furthermore, Carteret County may modify or remove map services and access methods at will.



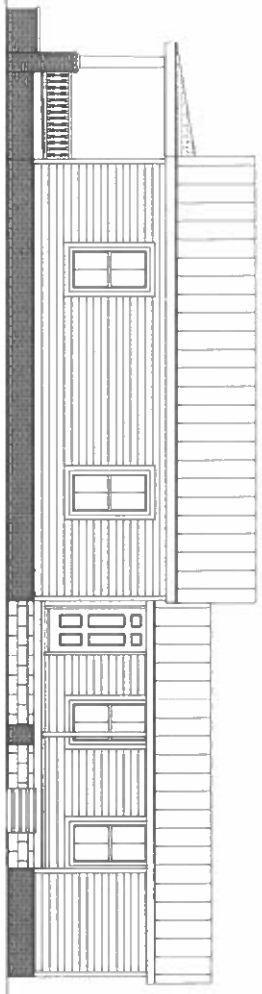
PRE-RENOVATION



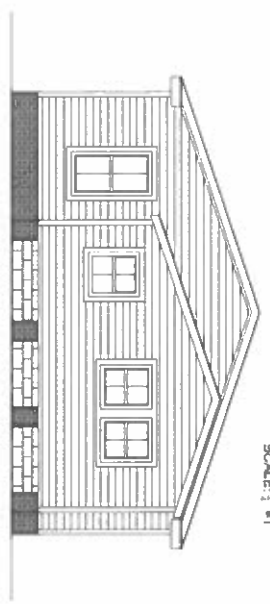
FRONT ELEVATION
SCALE: 1/8" = 1'-0"

4-27-2023
VERIFY ALL CONDITIONS AND DIMENSIONS PRIOR TO COMMENCING WORK

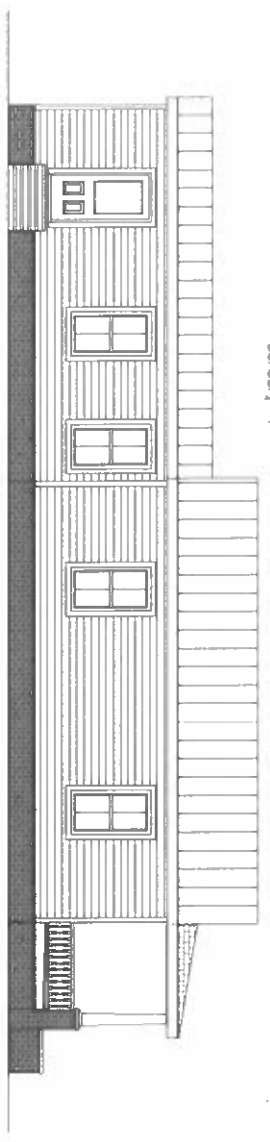
NOT FOR CONSTRUCTION



RIGHT ELEVATION
SCALE: 1/8" = 1'-0"

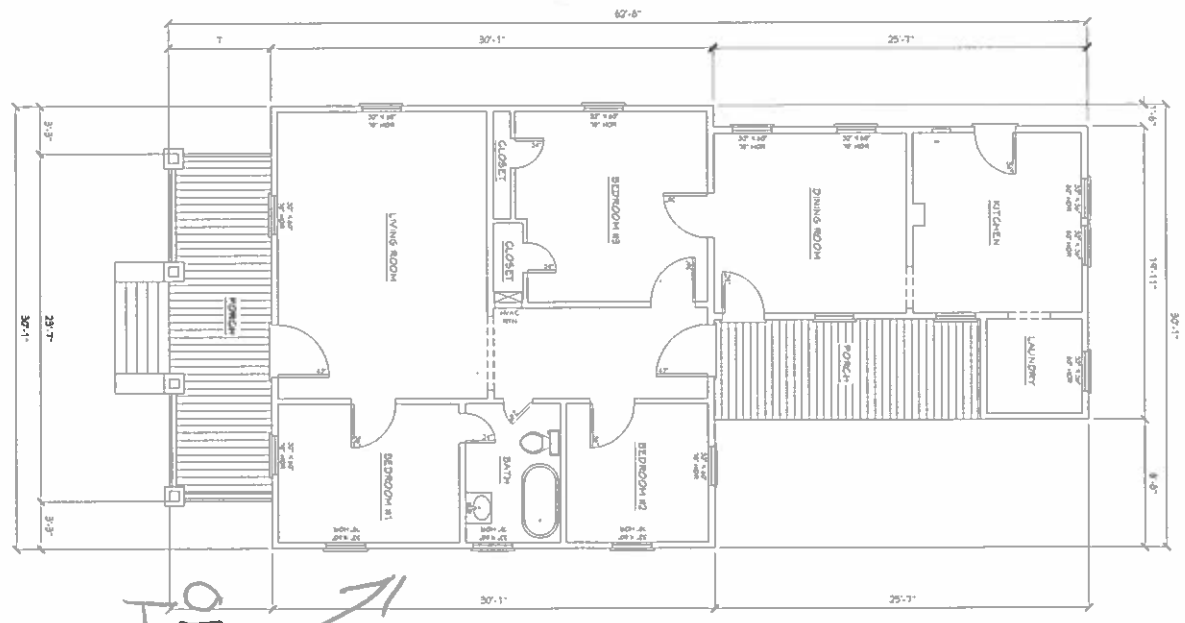


REAR ELEVATION
SCALE: 1/8" = 1'-0"



LEFT ELEVATION
SCALE: 1/8" = 1'-0"

NOTES:
1. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
2. FINISH GRADE IS TO BE DETERMINED BY THE CONTRACTOR.
3. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE APPROVED BY THE ARCHITECT PRIOR TO CONSTRUCTION.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSURANCE.
5. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
6. ALL UTILITIES SHALL BE LOCATED AND MARKED PRIOR TO CONSTRUCTION.
7. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND STRUCTURES.
8. ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
9. THE CONTRACTOR SHALL MAINTAIN A NEAT AND SAFE WORK SITE AT ALL TIMES.
10. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE DOCUMENTED WITH PHOTOS AND VIDEO.



FLOOR PLAN
SCALE: 1/8" = 1'-0"

ORIGINAL HOME
JEFFRIES ADDITION
812 BROAD ST
BEAUFORT, NC

REV	DATE	INT.

DATE	BY	CHECKED
DATE: 4/26/2023		
SCALE: 1/8" = 1'-0"		
JOB NO: 0233-JEFFRIES		
SHEET 2 OF 4		
ASBUILT ELEVATIONS & FLOOR PLAN		

RENOVATION

4-27-2023

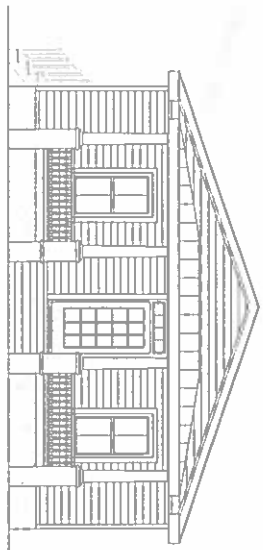
VERIFY ALL CONDITIONS AND DIMENSIONS PRIOR TO COMMENCING WORK

SQUARE FOOTAGE (ADDITION)
ADDITIONAL TOTAL FLOOR AREA 841 SQ. FT.
ADDITIONAL UNFINISHED 300 SQ. FT.

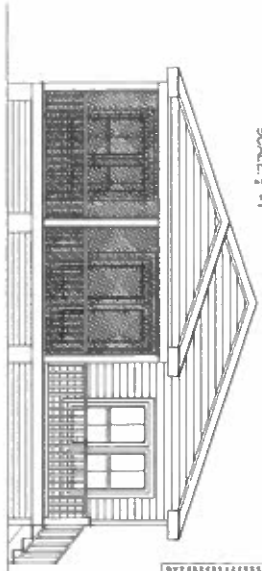
NOT TO SCALE
THIS DRAWING IS A REPRESENTATION OF THE PROPOSED WORK AND IS NOT A CONTRACT. THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS PRIOR TO COMMENCING WORK. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR ANY OMISSIONS, ERRORS, OR CONFLICTS IN THIS DRAWING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR ANY DELAYS OR COST INCREASES DUE TO UNFORESEEN CONDITIONS OR CHANGES IN REQUIREMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR ANY DELAYS OR COST INCREASES DUE TO UNFORESEEN CONDITIONS OR CHANGES IN REQUIREMENTS.

WALL LEGEND
■ NEW WALLS

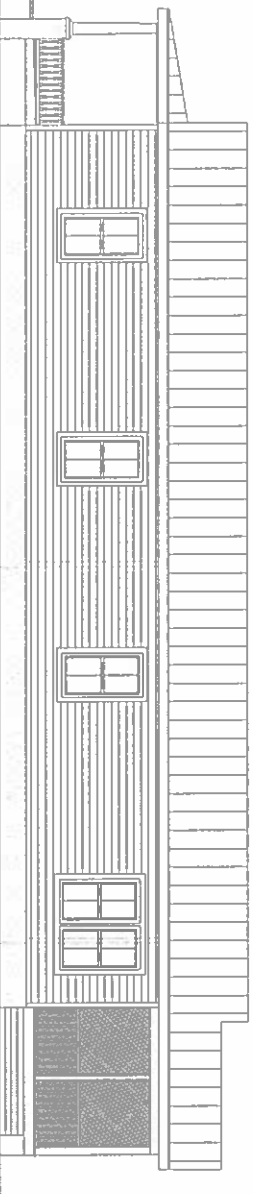
FRONT ELEVATION
SCALE: 1/4" = 1'-0"



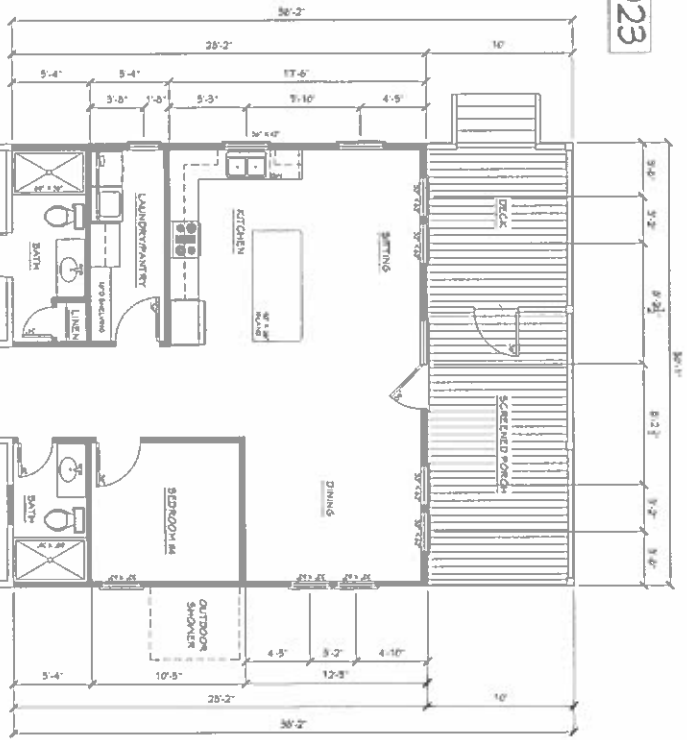
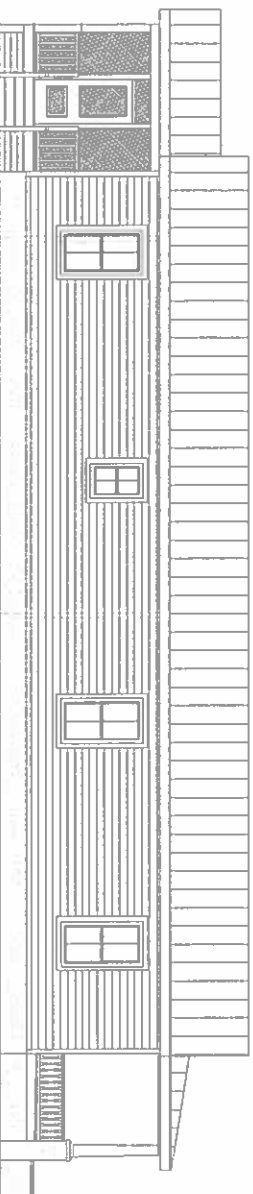
REAR ELEVATION
SCALE: 1/4" = 1'-0"



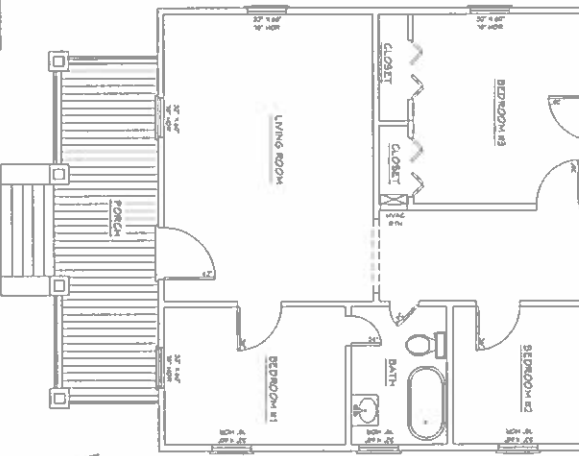
RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



LEFT ELEVATION
SCALE: 1/4" = 1'-0"



ADDITION FLOOR PLAN
SCALE: 1/4" = 1'-0"



JEFFRIES ADDITION
812 BROAD ST
BEAUFORT, NC

FSHD
FRONT STREET HOME DESIGNS, INC.
custom residential home & remodeling designs
(252) - 725-1956

AI
BD.
Professional Member

REV	DATE	INT.

DRAWN: [] CHECKED: []
 DATE: 03/20/23
 SCALE: 1/4" = 1'-0"
 JOB NO: 023-JEFFRIES
 SHEET 3 OF 4
 ADDITION PLAN

SPRINGHILL HOME

HISTORIC
Beaufort
NORTH CAROLINA

A Unique Coastal Village Preserved



MARY WARSHAW

Recommended by the Beaufort Historical Association



Longtime resident Ginny Welton wrote, "It was a sad day when the tracks were taken up from Broad Street. Many generations of pennies, nails, and even quarters were flattened as the train rolled over them. The train had brought some of the outside world down Broad Street, as logs from other countries went past, from the port at Morehead City to the Atlantic Veneer Company on the east end of town."

1997 Survey: Distinctive Spanish Colonial Revival train station built between 1905 and 1908. The six-bay long, two-bay wide building is of frame construction with a steep hipped roof whose eaves flare outward to create an overhang of about 10 feet on all sides. It is covered with red tile shingles and supported by massive sawn brackets. Walls have a weatherboard wainscot with rough-textured stucco above. The building has Craftsman-style paired sash windows and a bay window on the Broad Street side, flanked by two entrances. The interior contains two waiting rooms.



**812 Broad Street
ALLEN MASON HOUSE
circa 1910**

In 1901, Thomas Murray Thomas and wife Laura Pelletier Thomas deeded this property to A.C. Mason. Allen Cooper Mason (1873-1946), son of Jennings Mason and Elvira Styron, was a surfman for the Life Saving Service and later the Coast Guard. In 1895, Allen married Robert

Ann Woolard (1877-1954), daughter of Robert B. Woolard and Selecta Frances Osborne. Allen and Robert Ann were parents of Albert Creedle, Gordon McClure, Maxton D. and Luther Wellman Mason. In 1941, Allen Cooper Mason and wife Robert Ann sold the home to Allen's brother James W. Mason.

1997 Survey: 1-story, 3-bay, front gable house sits on brick piers and has interior brick chimneys and 2/2 sash. Hipped porch has flared Craftsman posts on brick piers, turned railing and entrance with 3-light transom. The property includes a separate circa 1920 front-gabled garage with metal sheathing.



Ann 7, Julia Frances
Married in 1855.
home in 1860 with 2

In 1866, 15-year-
Physioc and Hepsab
old Isaac Peartree. I
23, Oattie B. 19, and

1997 Survey: 1
basement about 197
exterior brick replac
open ceiling has rep.



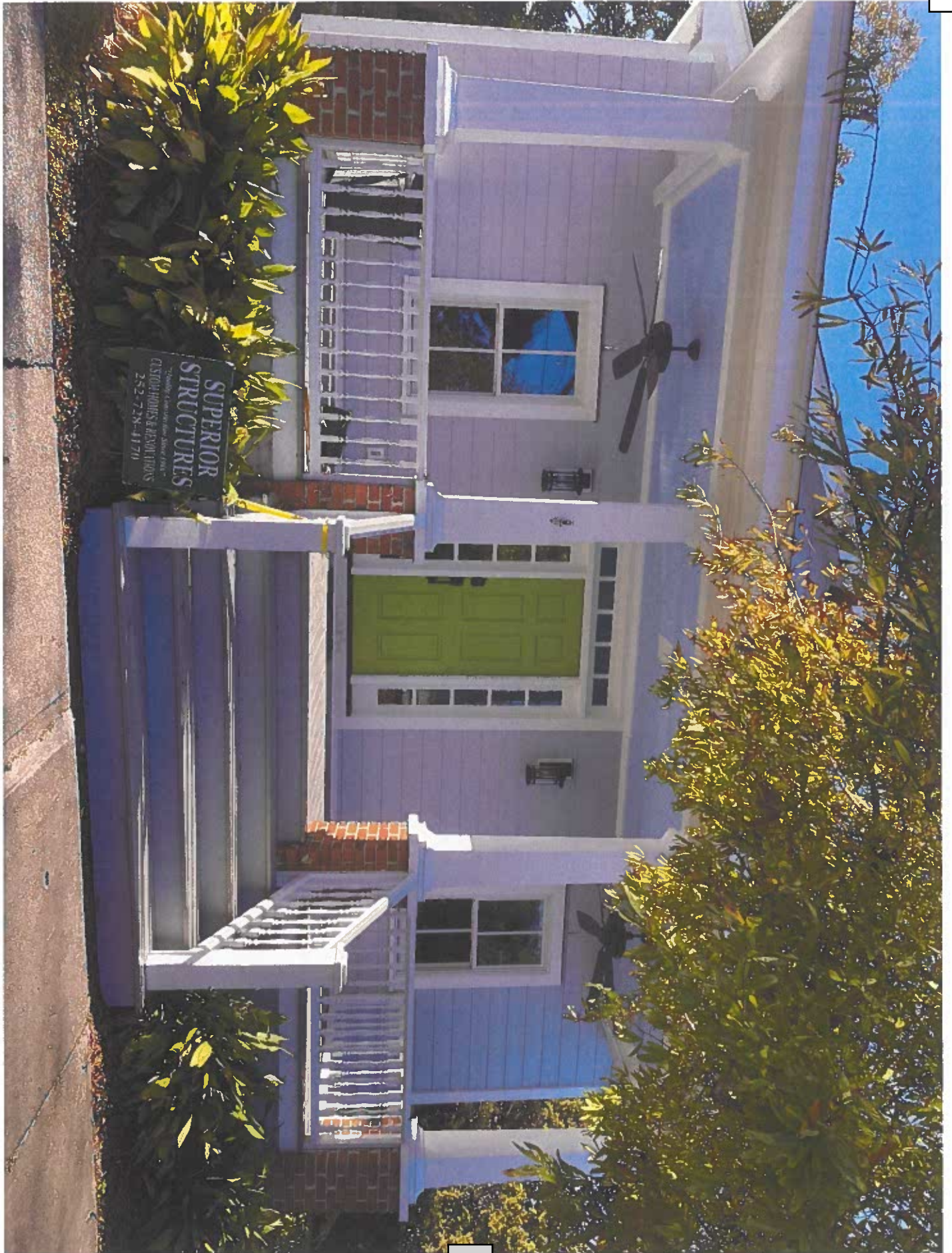
In 1862, William
Army. An opponent
Physioc was noted
Cemetery, "U.S.A."

In 1880, William
who sold to marin
Sewell and Chastity
was a "preacher" by
Nannie Laura, Joh
Thomas and Annab

1997 Survey: S
stuccoed chimney a

PHOTOS OF OUR TOWNHOMES AFTER RENOVATION (PHOTO 1 & 2)





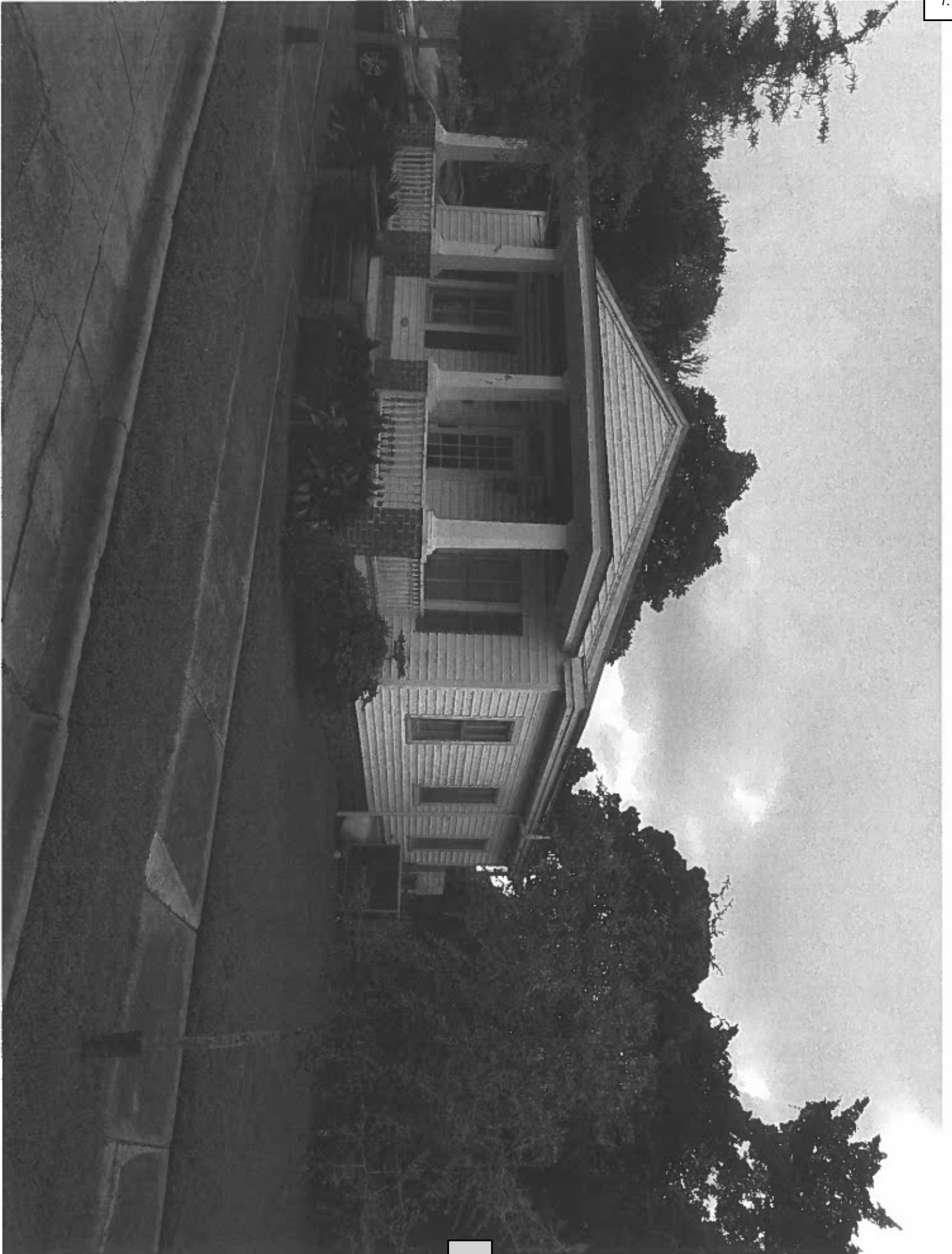


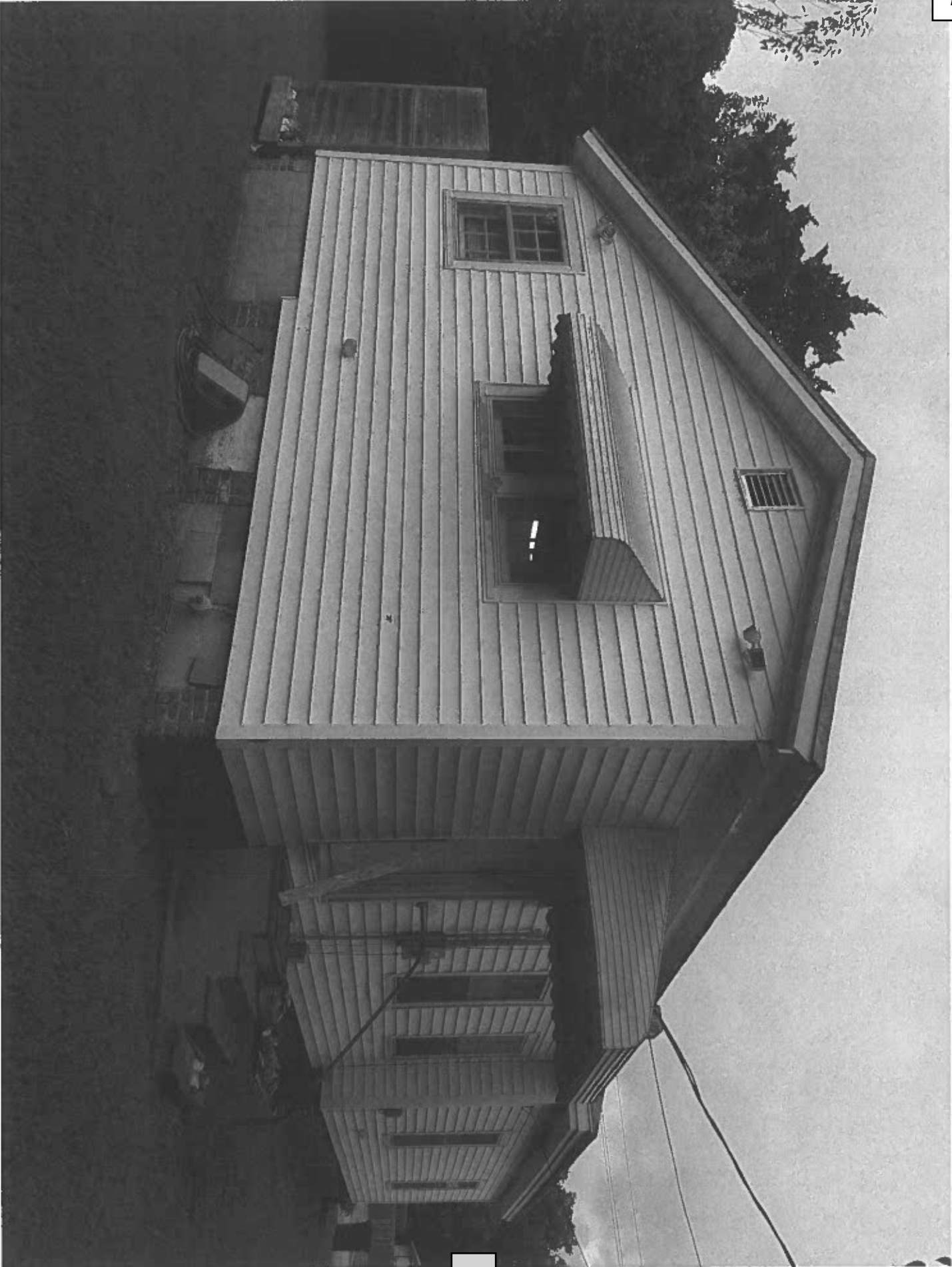


PHOTOS OF OUR HOME BEFORE RENOVATION (FRONT + BACK)









812 BROAD ST

EXAMPLES OF HOW WE RETAINED ORIGINAL FEATURES INSIDE OUR HOME:

- EXTENDED ORIGINAL BASEBOARD TRIM THROUGHOUT THE HOME
- EXTENDED ORIGINAL CROWN MOLDING THROUGHOUT HOME
- RETAINED NEARLY ALL OF THE ORIGINAL DOORS
 - ↳ REPURPOSED 2 ORIGINAL DOORS TO BE USED FOR MBR AND MBA.
- RETAINED ORIGINAL PLASTER WALLS
- RETAINED ALL ORIGINAL DOOR FRAMES & TRIM
- RETAINED HARDWOOD FLOORS
- MATCHED BEAD BOARD CEILINGS IN ORIGINAL HOME AND EXTENDED THOSE THROUGHOUT THE HOME
- MATCHED HIGH CEILINGS FROM ORIGINAL HOME THROUGHOUT THE HOME



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, May 6, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case # 25-19 118 Moore St - Replace Existing Shed with Larger Shed

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

REQUESTED ACTION:
Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:
10 Minutes

SUBMITTED BY:
Kyle Garner

BUDGET AMENDMENT REQUIRED:
N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, AICP
Date: April 25, 2025
Case No. 25-19

Request: Demo Existing Shed & Replace with Larger Shed

Applicant: Meg Risser
 118 Moore Street

Property Information:

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

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

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

Proposed work:

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

Material:

Roof Guidelines

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

Wood Siding, Trim, and Ornament Guidelines

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

Window and Door Guidelines

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

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

Paint and Exterior Colors Guidelines

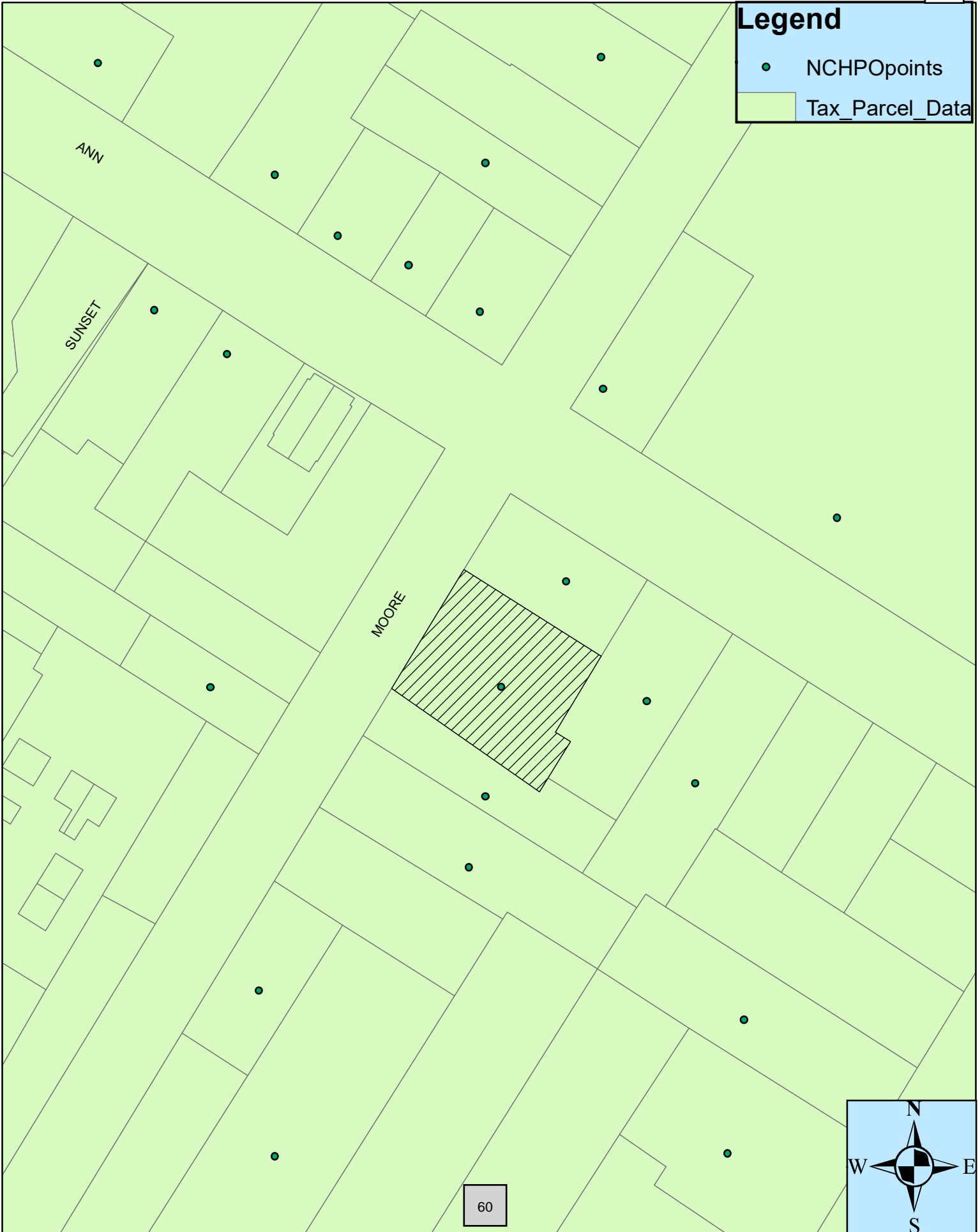
6.7.2. Determine the building’s style and period and consult with the HPC or reference sources for the most appropriate paint colors. Use paint colors that are appropriate for the style and period of the subject property and that accentuate the building’s architectural features.

Landscaping Guidelines

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

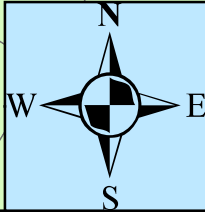
8.1.13. New tool sheds, swimming pools and other modern yard features should be located in areas not seen from public view.

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



Legend

- NCHPO points
- Tax_Parcel_Data



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

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



Instructions:

Please complete the application below and include all attachments as noted on page 2 of this application along with a **\$250.00 application fee** and return to the Beaufort Town Hall; 701 Front Street or P.O. Box 390, Beaufort, N.C. 28516. Incomplete applications will not be processed and **will be** returned to the applicant. Applications must be deemed complete and accepted before the submittal date. Please contact Town Hall at 252-728-2142 if there are any questions.

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Margaret Risser

Applicant Address: 118 Moore St. Beaufort, NC 28516

Business Phone: _____ Email/Cell: 919-741-2943
mrissier51@gmail.com

Property Owner Name: Same

Address of Property: Same

Phone Number: Same Email/Cell: Same

PROJECT INFORMATION

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

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

Year House Built: 1852

Margaret P. Risser
Applicant Signature

4/7/25
Date

Property Owner Signature (if different than above)

Date

An application fee of \$250.00, either in cash, money order, or check made payable to the "Town of Beaufort" must accompany this application (a credit or debit card payment can be made in person at Town Hall). The complete application, payment, and supporting material must be received by Town Staff by the posted submittal dates noted on the Historic Preservation's calendar found on the Town's website at www.beaufortnc.org. The Commission meets regularly on the first Tuesday of the month unless it is a holiday.

OFFICE USE ONLY

Received by: _____

Reviewed for Completeness: _____

Date: _____

Date Deemed Completed and Accepted: _____

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

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

1. Items required for ALL projects:

- A list of all Design Guidelines that apply to the application and a description of how proposed changes are consistent with the *Design Guidelines for the Beaufort Historic District & Landmarks*, which can be found at <https://www.beaufortnc.org/bc-hpc/page/design-guidelines-beaufort-historic-district-landmarks>
- A list of all adjacent property owners (with mailing addresses).
- Photographs of the streetscape, the site, and existing buildings to be impacted.
- A site plan showing dimensions of both existing and proposed conditions.
- A description of all building and/or landscaping materials (such as siding, roofing, windows, doors, signs, planting materials, etc.).

2. Items required as applicable to project:

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

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

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

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

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

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

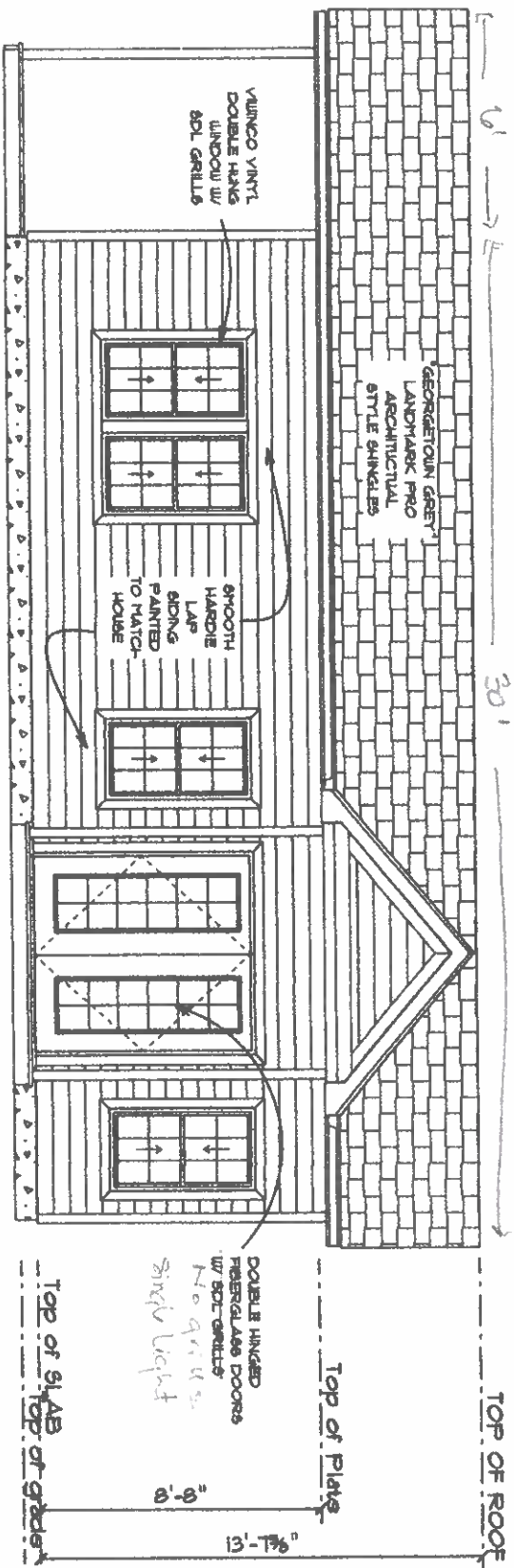
If there are questions regarding what should or should not be included with this application, please contact Town Staff at 252-728-2142 or at k.garner@beaufortnc.org.

Neighbors to 118 Moore St. Margout Rissav

Johnson, Zackary 206 Ann St

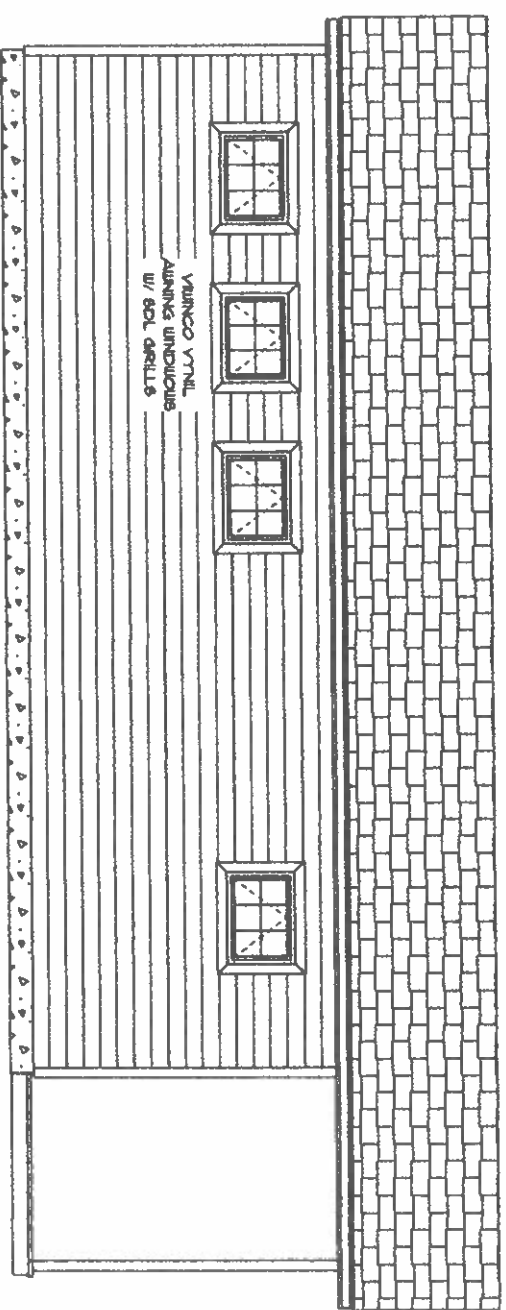
Talbot, David 202 Moore St

Larussa, Michel 114 Moore St.



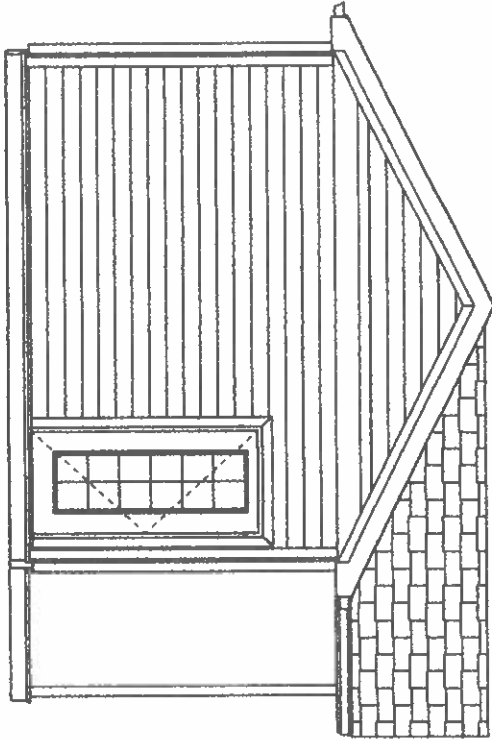
FRONT ELEVATION

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



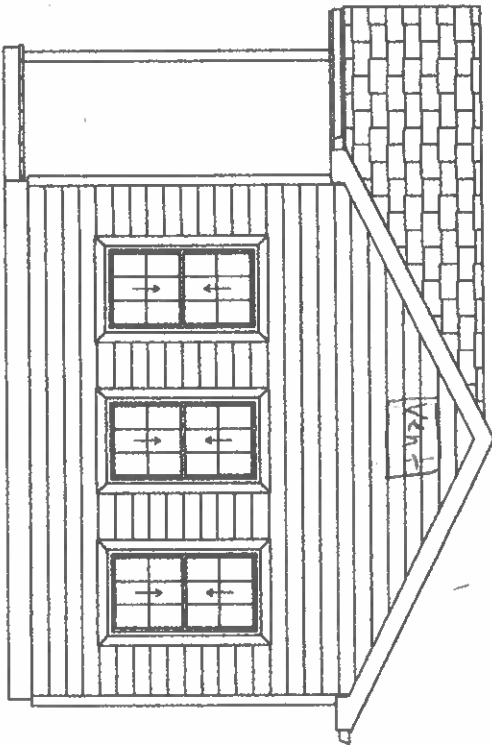
REAR ELEVATION

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



LEFT ELEVATION

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



RIGHT ELEVATION

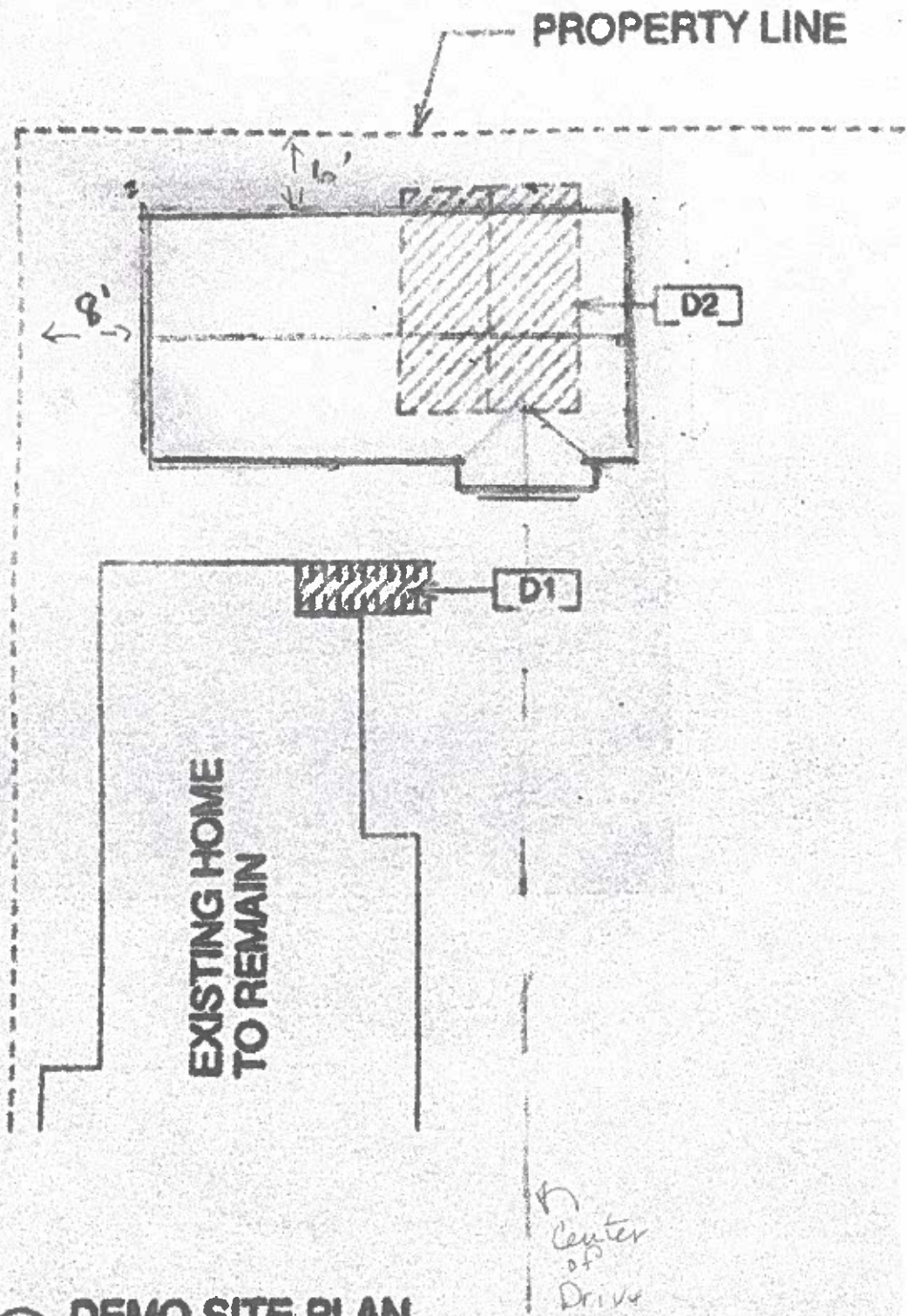
SCALE: 3/16" = 1'-0"



EXISTING
SHED
TO BE
DEMOLISHED



Aprox. Street view of new structure



① DEMO SITE PLAN
1/16" = 1'-0"



ANN ST. VIEW existing shed in background



ANN ST. VIEW existing shed



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, May 6, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case # 25-20 410-A Front Street - New Signage - Building Rear

BRIEF SUMMARY:

The applicant wishes to install two attached signs at 6.25 sq. ft. on the rear/waterside of the building.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, AICP
Date: April 25, 2025
Case No. 25-20

Request: Install Rear Signage for 410-A Front Street

Applicant: Shannon Diller/Wind Tide
 410 Front Street

Property Information:

Owners: Same as Applicant Wind Tide
Location: 410 Front Street
PIN#: 730617103011000

Project Information: According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 410 Front Street, circa 1970. **Wheatly, Wheatly, Nobles and Weeks, P.A.** 2-Story, 4-bay, masonry commercial building with flat roof and Colonial Revival facade.

Proposed work:

Install two attached signs at 6.25 square feet on the rear of the building/water side totaling 12.5 square feet.

Material:

Routed PVC made to give the appearance of a wood sign.

Color: See Attached sample

Signage Guidelines:

8.6.1. Use traditional materials found in the district, such as wood and metal for new signage. Substitute materials that have the appearance of wood are allowed. Plastic signs, flashing signs, or portable mobile signs, except those listed in item 9, are not allowed in the historic district. Interior neon signs larger than 10” by 18” that are located within five (5) feet of a window or glass door on an exterior wall and are so placed as to be seen from the outside are not allowed. **INTERNAL GLASS MOUNTED SIGNS ARE NOT SUBJECT TO BHPC REVIEW.**

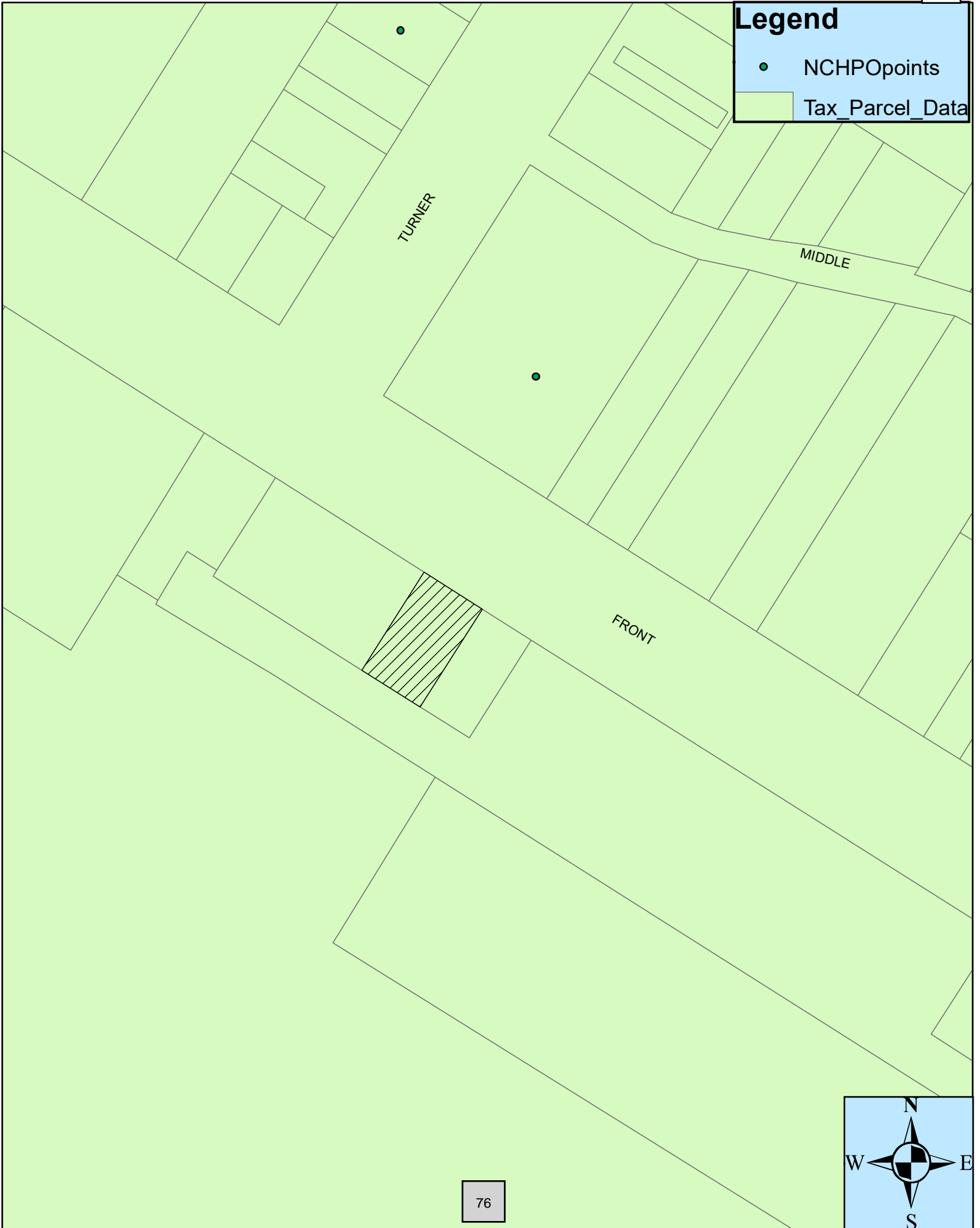
8.6.2. Place signs so that they do not visually overwhelm the building or streetscape or damage or obscure character defining architectural details. Recognize that maximum signage allowances granted by the Beaufort Zoning Ordinance may be inappropriate in the context of the building or site under review.

8.6.3. Signs on commercial buildings are preferred to be located in a signboard frieze located above the display windows. In this location the sign serves as a boundary between the upper and lower façade.

8.6.5. Use simple, clear graphics and lettering styles in sign design.

Case # 25-20 410-A Front Street - New Signage - Building Rear

3.



<u>OWNER</u>	<u>MAIL ADDRE</u>	<u>MAIL CITY</u>	<u>MAIL STATE</u>	<u>MAIL Z15</u>
400 FRONT STREET PROPERTIS LLC C/O SAMEH K TOMA	400 ASHVILLE AVE STE 200	CARY	NC	27518
FLYBRIDGE VENTURES LLC	5309 SENSATION WEIGH	BEAUFORT	NC	28516
PAERL BARBARA H ETVIR HANS W	100 HOLLY LANE	BEAUFORT	NC	28516
SALTY VIBES LLC	PO BOX 865	BEAUFORT	NC	28516
YOU CAN FLY LLC C/O KITTY HAWK KITES	PO BOX 1839	NAGS HEAD	NC	27959

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APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Wind Tide

Applicant Address: 410 - A Front St

Business Phone: 252-504-7100 Email/Cell: windtidenc@gmail.com

Property Owner Name: Shannon Diller/Salty Vibes LLC

Address of Property: 410 Front St

Phone Number: 252-725-3029 Email/Cell: dillershannon@gmail.com

PROJECT INFORMATION

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

See Attached

Estimated Cost of Project: \$ 1,700

Year House Built: _____

Shannon Diller
Applicant Signature

4/9/25
Date

Property Owner Signature (if different than above) _____

_____ Date

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OFFICE USE ONLY

Received by: _____

Reviewed for Completeness: _____

Date: _____

Date Deemed Completed and Accepted: _____

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- An indication of all trees to be replaced and/or removed.
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- All types of building material samples.
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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.
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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.

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



410 Front Street, Beaufort, NC, 28516

4/8/2025

Dear Town of Beaufort

In this letter I will include the best description as I can to what we are seeking and the purpose of our request. Our goal is to improve the foot traffic and increase our business along with maintaining the aesthetics of the building and in relation to the town's historical footprint.

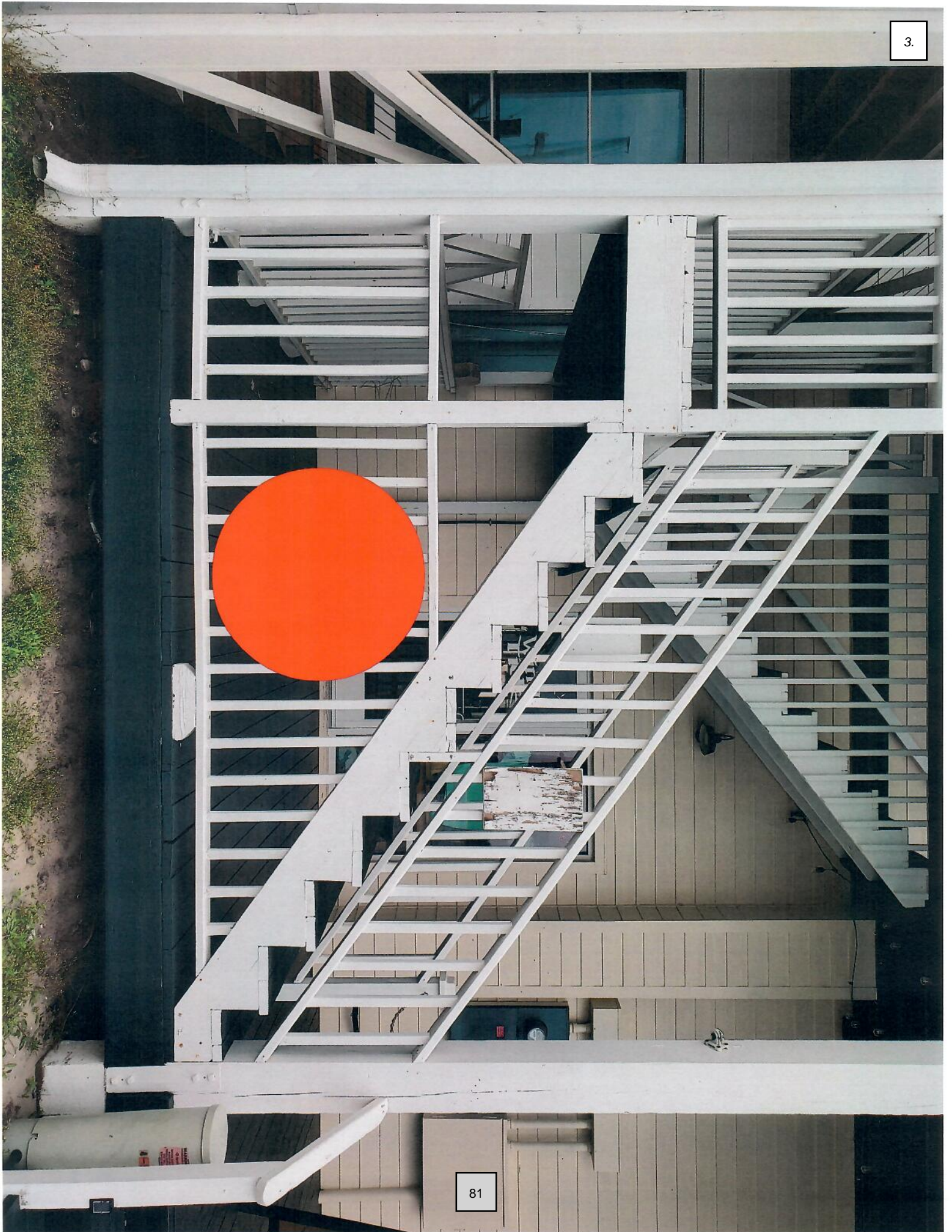
We are seeking signage approval for the rear of the building. Currently there is no signage on the rear and we believe the added visibility will help increase the foot traffic of our business and help promote our brand. There is a large volume of foot traffic on the boardwalk and because of that we request approval for 2 round 30" signs, that we intend to mount to the pickets of the handrailing system. There are two examples of where our mounting location intends to be in this packet, they are outlined with a red circle to give an idea of their location. Our intentions of mounting on the handrail are due to the fact that we have a large set of stairs that leads upstairs and they somewhat block the view of one of our entrance doors. Our desire to have two signs of the same shape and size restricts the ability to mount them to the building above the rear doors.

The signs have been designed by CCBS here in Beaufort to match the same make and material as our front signage. The color examples are included in this packet and the definition appears to be high enough to show the wood grain appearance they will have. The same material and make of signage that is on the rear of the ground level unit at 412 front street. That lessor has an oval shape wood grain sign and that example is included in this packet is a photo for example. The unit and lessors of 400 front street have no rear signage to compare or to be compatible with.

Thank you for the time to consider this approval if you have any questions, please do not hesitate to contact me at either forms of contacts listed below.

Owner/Operator
Shannon Diller
252-725-3029
dillershannon@gmail.com

Management
Bennett Norman
252-723-7752
bennettnorman86@gmail.com



30 in



qty-1
 30" round rou
 white backgr
 blue graph
 \$850

DOF CAREFULLY: Please double check this proof(s) for errors in spelling, punctuation, and ALL content. extra sure that all information is correct. Every effort is made to ensure your job is error free, however software does not automatically reveal errors in grammar or spelling. We recommend you printing your e proofing. We CANNOT be held responsible for errors in printed pieces that have been approved by the customer. **Three changes to your proof are included with your deposit. Any changes thereafter will incur a \$50 charge each time. Thank you for your business!**

252.728.
 1626 Live Oak St. Beauf



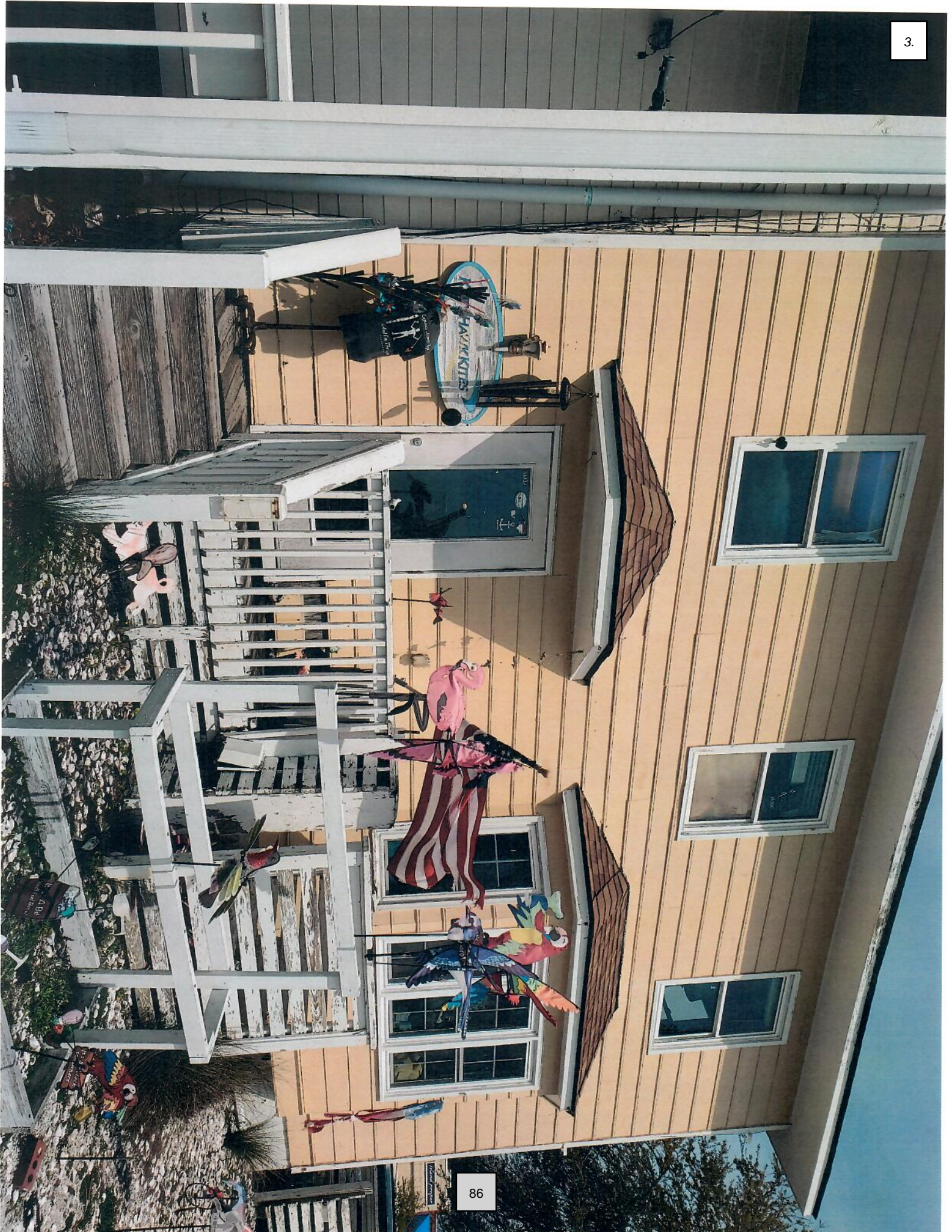




qty-1
 30" round route
 white backgro
 black graphi
 \$850

DOF CAREFULLY: Please double check this proof(s) for errors in spelling, punctuation, and ALL content. extra sure that all information is correct. Every effort is made to ensure your job is error free, however software does not automatically reveal errors in grammar or spelling. We recommend you printing your e proofing. We CANNOT be held responsible for errors in printed pieces that have been approved by the customer. **Three changes to your proof are included with your deposit. Any changes thereafter will incur a \$50 charge each time. Thank you for your business!**

1626 Live Oak St. Beauf





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, May 6, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case # 25-21 601 Front St- Replacement lighting at the Entrance to Inlet

BRIEF SUMMARY:

The applicant wishes to replace lighting at the entrance to Inlet Inn

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, AICP
Date: April 25, 2025
Case No. 25-21

Request: Replacement lighting at the entrance to Inlet Inn

Applicant: Barbra Mckenzie & Jay Tervo

Property Information:

Owners: Barbra Mckenzie & Jay Tervo
Location: 601 Front Street
PIN#: 730505291706000

Project Information: According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 601 Front Street, circa 1980's. **Inlet Inn (replacement).** Newly constructed Inn replaces the old Inlet Inn which used to stand on the opposite corner of the block.. Large, traditional Beaufort-style, 2\1:-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:
 Replacement lighting at the entrance to Inlet Inn

Material:
 See Application

Color: See Attached sample

Exterior Lighting Guidelines

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

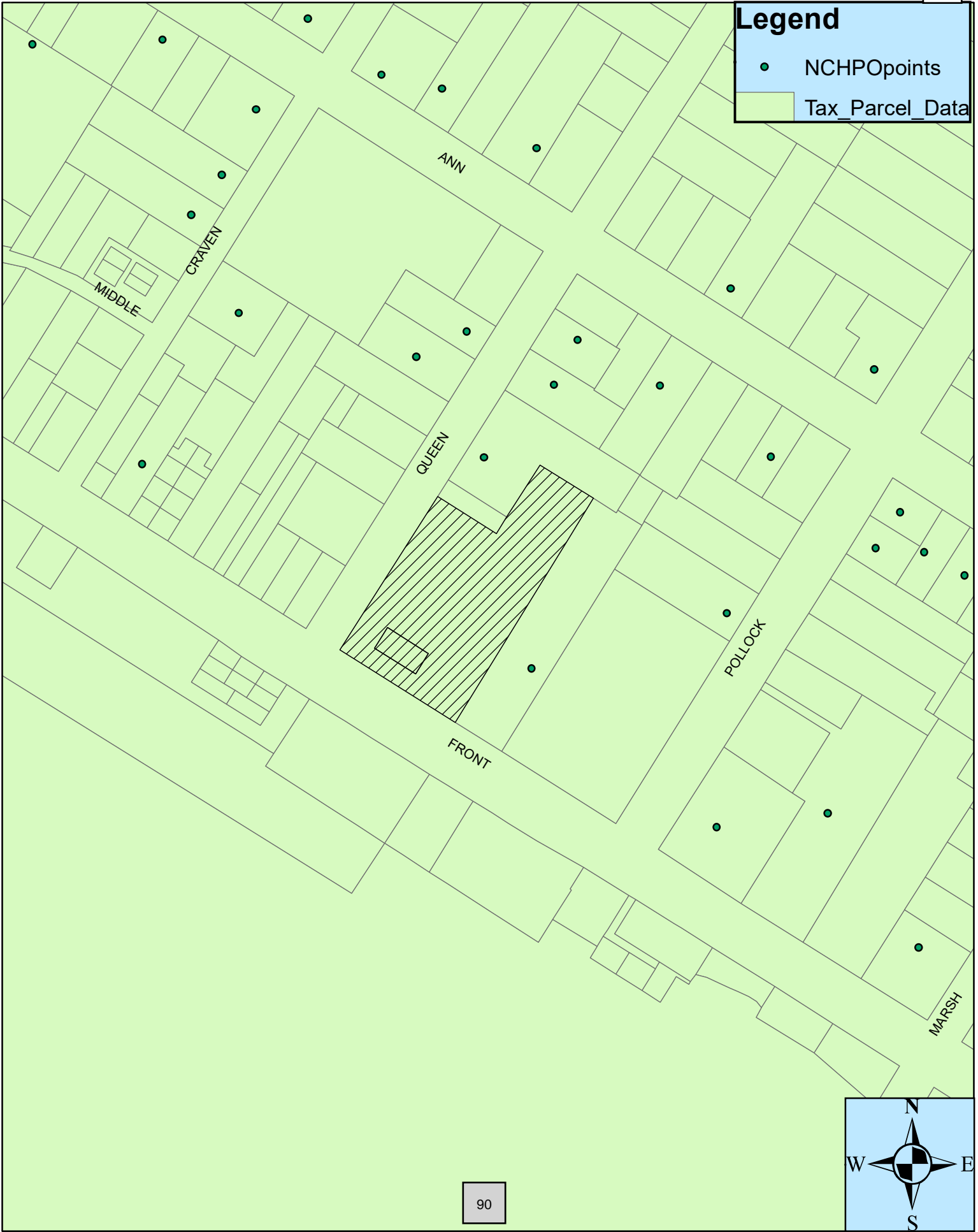
8.4.2. Choose lighting sources that generate a soft white light instead of a more intensive yellow or orange light. Metal halide bulbs will achieve the desired effect instead of sodium vapor or fluorescent light sources.

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

8.5.5. Integrate pedestrian scale lighting into parking areas to avoid excessive glare and illumination to adjoining properties. See EXTERIOR LIGHTING guidelines and the Beaufort Zoning Ordinance for further details on lighting standards.



<u>OWNER</u>	<u>MAIL ADDRE</u>	<u>MAIL ADD 1</u>	<u>MAIL CITY</u>	<u>AIL STA</u>	<u>MAIL ZI4</u>
114 QUEEN LLC	234 GIBBS CT		BEAUFORT	NC	1540
BLUE TREASURE LLC	PO BOX 3557		CARY	NC	3557
INLET INN BEAUFORT LLC	C/O JAY & BARBARA TERVO	601 FRONT ST	BEAUFORT	NC	2209
PECAN TREE INN HOSPITALITY INC	116 QUEEN STREET	C/O STANLEY ETUX CHRISTIN LAMB	BEAUFORT	NC	
QUEEN STREET LLC	105 WESTON ESTATES WAY		CARY	NC	
THE BEAUFORT WHITE HOUSE LLC	104 GOVERNORS DRIVE		WILLIAMSBURG	VA	

CERTIFICATE OF APPROPRIATENESS APPLICATION FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT



Instructions:

Please complete the application below and include all attachments as noted on page 2 of this application along with a **\$250.00 application fee** and return to the Beaufort Town Hall; 701 Front Street or P.O. Box 390, Beaufort, N.C. 28516. Incomplete applications will not be processed and **will be** returned to the applicant. Applications must be deemed complete and accepted before the submittal date. Please contact Town Hall at 252-728-2142 if there are any questions.

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Barbara McKenzie ; Jay Terro

Applicant Address: 103 Seaview St

Business Phone: 252-728-3600 Email/Cell: barbara@inlet-inn.com

Property Owner Name: Barbara McKenzie ; Jay Terro

Address of Property: 601 Front St

Phone Number: _____ Email/Cell: 910-367-3496

PROJECT INFORMATION

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

(See accompanying pages.)

Estimated Cost of Project: \$ 2500 —

Year House Built: 1985 current

[Signature]
Applicant Signature

April 10, 2025
Date

Property Owner Signature (if different than above) _____

Date _____

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Received by: _____

Reviewed for Completeness: _____

Date: _____

Deemed Completed and Accepted: _____

COA Application

To: Historic Preservation Commission of Town of Beaufort, NC
From: Barbara McKenzie and Jay Tervo/ Inlet Inn NC, LLC

Date: April 10, 2025

Subject: Application for Certificate of Appropriateness for replacement lighting at the entrance to Inlet Inn’s parking lot off Queen Street. This application includes the following information for your review:

1. Applicant Information:

- Name: Barbara McKenzie and Jay Tervo
- Address: 103 Seaview St
- Phone: (910) 367-3495
- Email: barbara@inlet-inn.com

2. Property Information:

- Property Address: 601 Front Street at Queen Street
- Property Owner: Barbara McKenzie and Jay Tervo

3. Description of Proposed Work:

The proposed work includes replacing two existing, 10 ft. aluminum poles and ineffective electric, single bulb (14”) metal lanterns with two stylistically appropriate 24” electric lanterns mounted on 6” x 6” x 4ft wooded posts on an historically appropriate 22” x 22” x 48” brick base. (see photo)

On the right hand side of the entrance, the distance from the public sidewalk to the light source is the same distance as it was to the original aluminum pole, 16 ft. This is balanced by an identical brick base and lantern symmetrically placed on the left side of the entrance. Wiring is placed underground and through the columns, thus hidden from view.

The brick is salvaged historic brick which was approved and has been used in the fence footing along Queen Street.

The two brick bases (22×22×4 ft tall) are *incorporated into the newly constructed, historically appropriate brick and picket fencing. The total height of the brick base (48"), 6"x6" wooden mounting post and 23" tall lantern is designed to balance the sign post on the left and will not exceed 10 ft. The overall finished look is meant to be more compatible with the existing building in terms of design, materials, size, and illumination level.

Each lantern uses 4, E12 candelabra bulbs for a total of 60W each.

**(The brick columns were added to stabilize the fence at the advice of the contractor.)*

4. Justification for Proposed Work:

During the process of rebuilding the security fences along the Queen Street side of the Inlet Inn, our contractor discovered that the new brick foundation would need to extend over the existing aluminum light pole and electrical wiring making it necessary to move or incorporate the existing electrical feed.. Restoring the historical appropriateness of the lighting at the entrance, and keeping it symmetrical, meant removing the old 10 ft. aluminum pole on the left side behind the large shrub as well.

The brick base mount and lighting is more in keeping with the architectural style of the Inlet Inn and will offer safer, more effective lighting at the entrance to the parking lot and walkway.

The existing lanterns are deteriorated and undersized (14") and were mounted on unattractive, 10 ft aluminum poles. The lighting was inadequate. Replacing them with larger lanterns at a lower height will not only improve the safety of the property but also enhance its architectural integrity and contribute to the preservation of the historic district. The lighting sources used will generate a soft white light appropriate for Queen Street. Each lantern uses 4, E12 candelabra bulbs for a total of 60W each, behind seeded glass.

5. Supporting Documents:

- Photographs of the existing conditions
- Drawing of the brick column and fence with measurements
- Photographs of the original pole lighting

6. Acknowledgement:

No changes are being made to the building.

I understand that this application is subject to review and approval by the Historic Preservation Commission of Beaufort, NC. I affirm that the information provided in this application is true and accurate to the best of my knowledge.

Sincerely,

Barbara McKenzie and Jay Tervo

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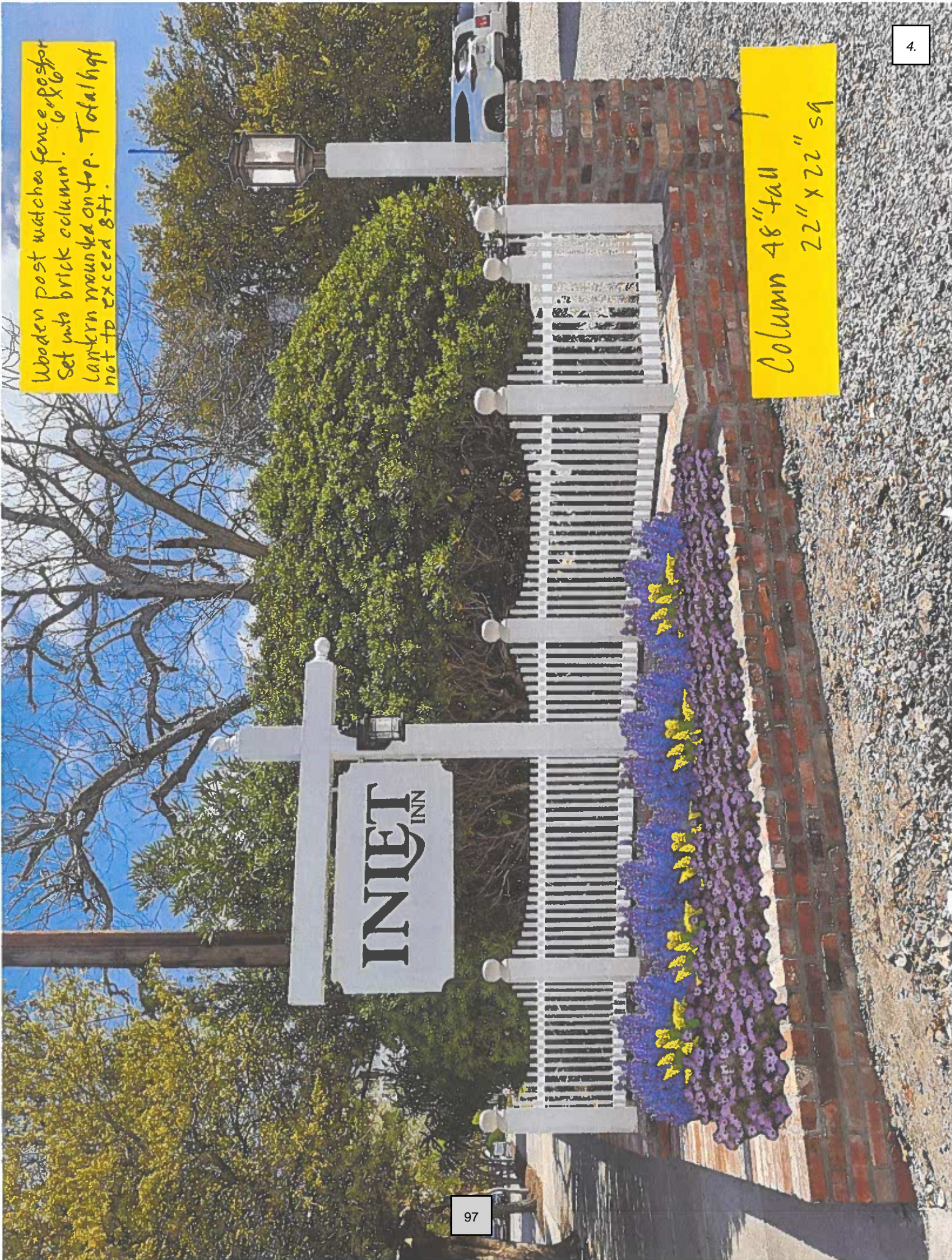
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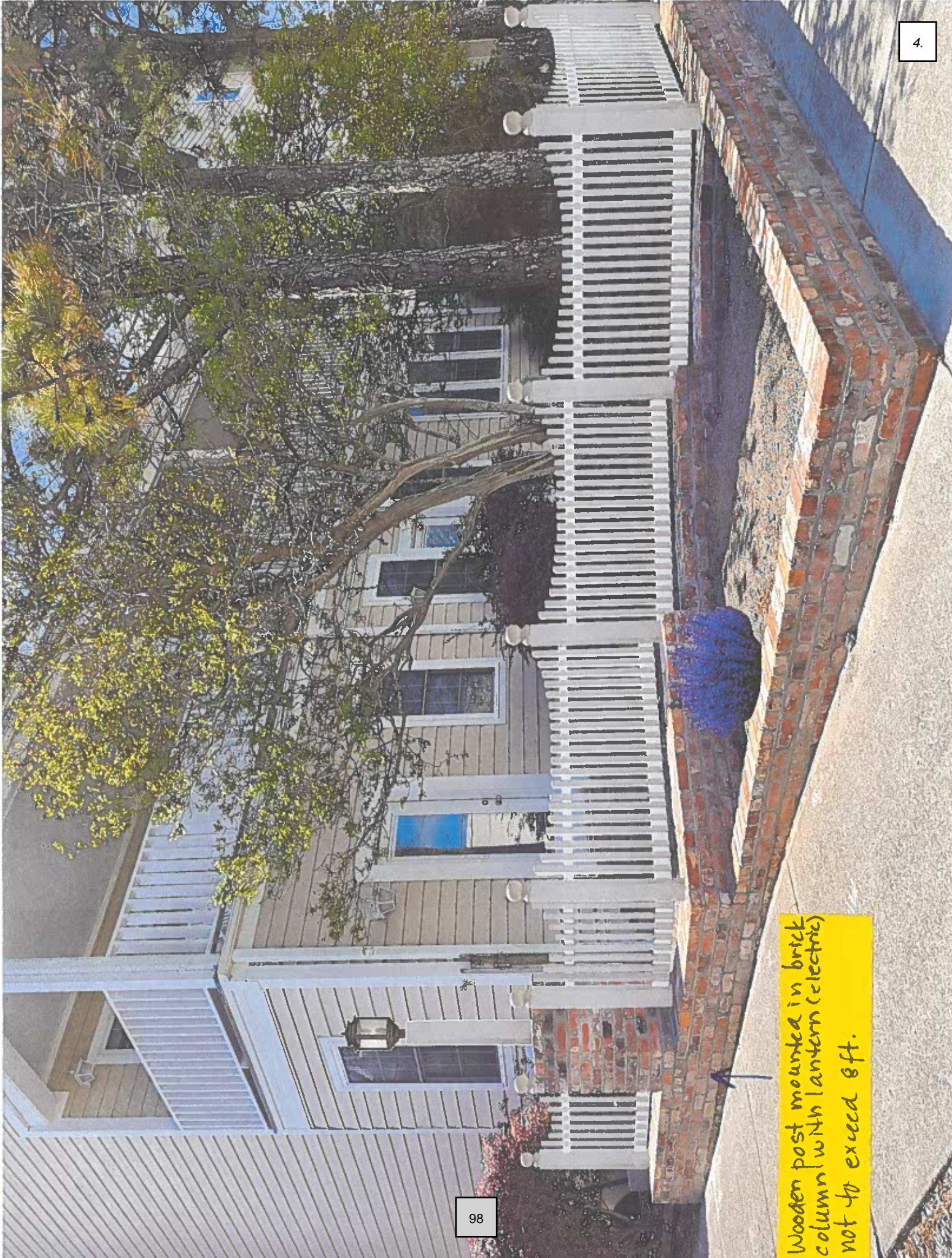
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Wooden post matches fence post for
Set into brick column. 6" x 6"
Lantern mounted on top. Total hgt
not to exceed 8ft.

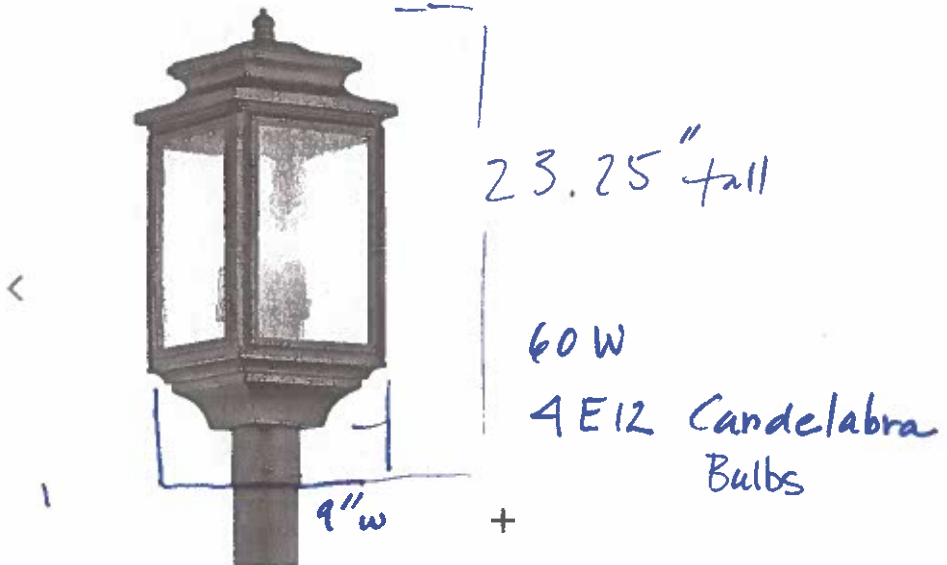
Column 48" tall
22" x 22" sq



Wooden post mounted in brick column with lantern (electric) not to exceed 8ft.

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🏠 / Outdoor Lighting / Post Style # 8J696



Kichler Wiscombe Park 23 1/4" Bronze Outdoor Post Light

☆☆☆☆☆ 16 Rev 99

Wiscombe Park Bronze Collection

Exterior Lighting

Characteristics

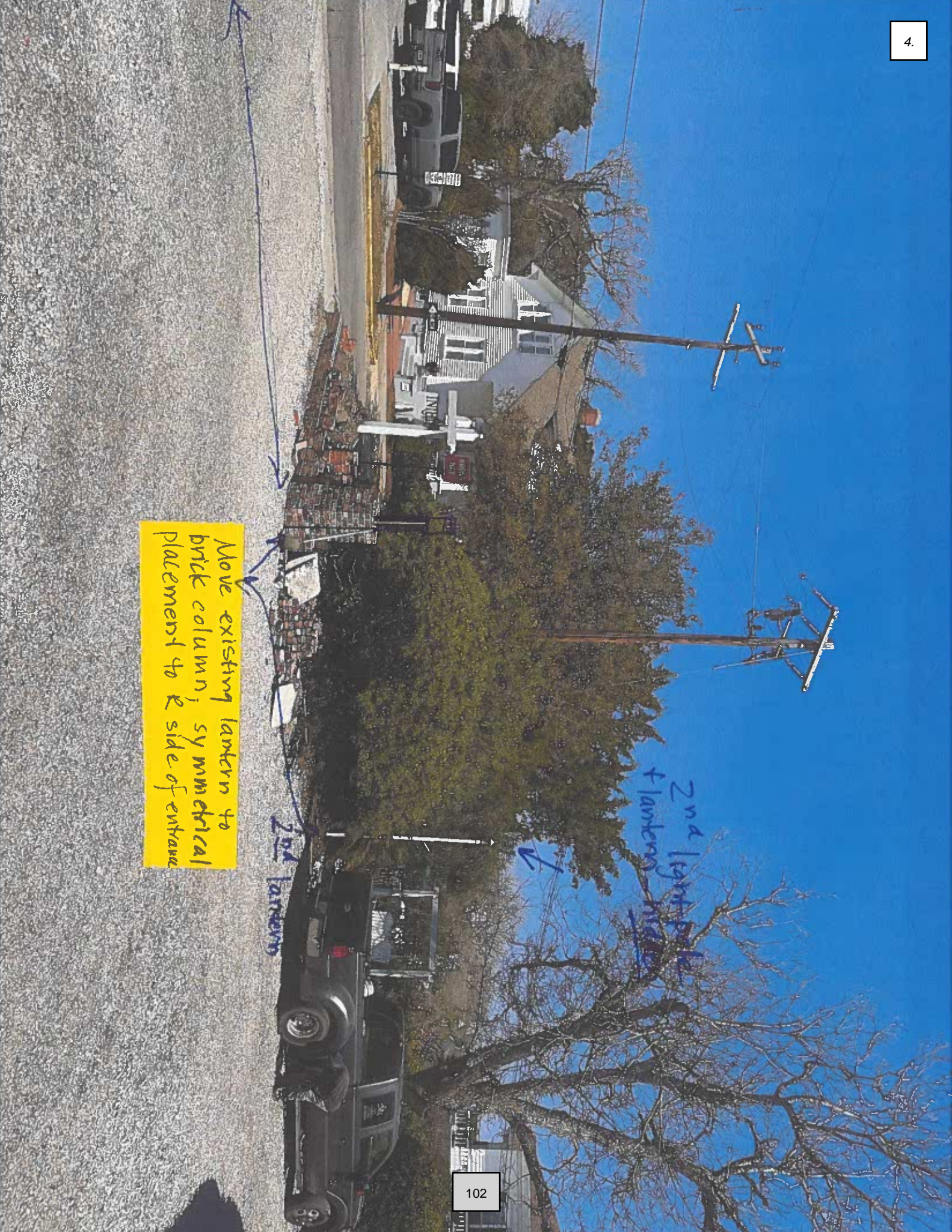
Many different types of lighting have existed in Beaufort over the years. The first public lighting was by gas lamps. By the early 1900s, electrical pole lights had made their appearance on Beaufort's streets and public places. Today, a variety of lighting types and styles are seen along the town's streets, along the waterfront, surrounding parking lots and other open spaces, in private yards and on front porches.

- * The residential and commercial character of Beaufort's historic district can be enhanced by appropriate exterior lighting. Besides providing visibility and security, lighting fixtures should be compatible with a building or site in terms of design, material, size, scale, color, illumination level, and location. In general fixtures should be simple and unobtrusive in design, blending with the building or landscape. Lighting sources that generate a soft, white light and reinforce the character of a building or site are preferred to more intense yellow or orange lighting levels that "wash out" or overly emphasize the building. All lighting should be directed toward the property for which it was intended and should not spill over onto adjacent properties.

All proposals for exterior lighting, including spotlights mounted on buildings, pole lights, motion-sensitive lights, porch lights, and public streetlights require a Certificate of Appropriateness. In addition to providing a drawing or photograph of the proposed fixture and a detailed description of materials and color, applicants should submit a plot plan indicating the proposed location of the fixture(s). For pole-mounted lights, the height of the pole should be included in the submission. Bulb wattage and direction of illumination should also be indicated.



existing aluminum ↑
pole w/ lantern replaced

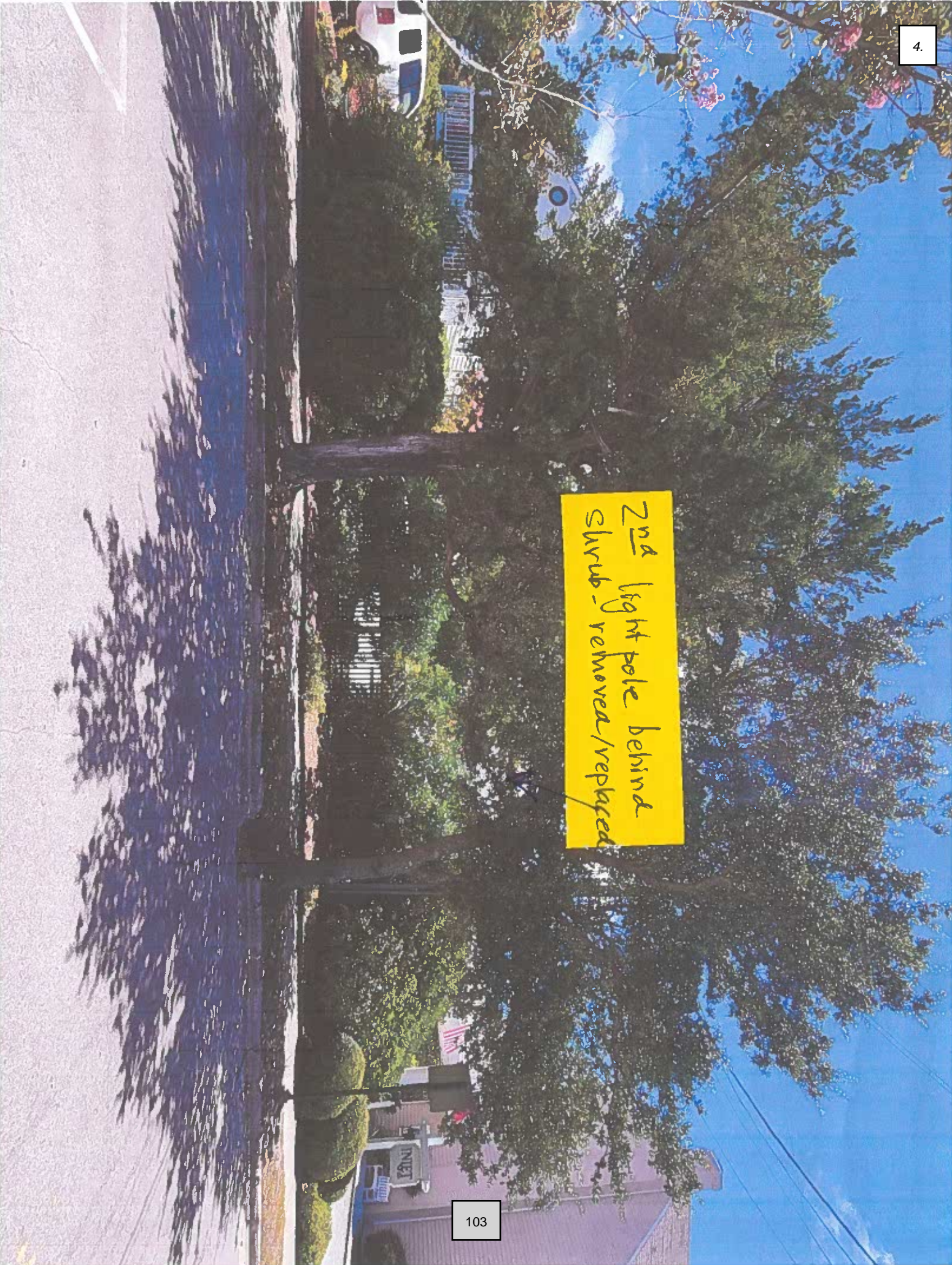


Move existing lantern to brick column, symmetrical placement to R side of entrance

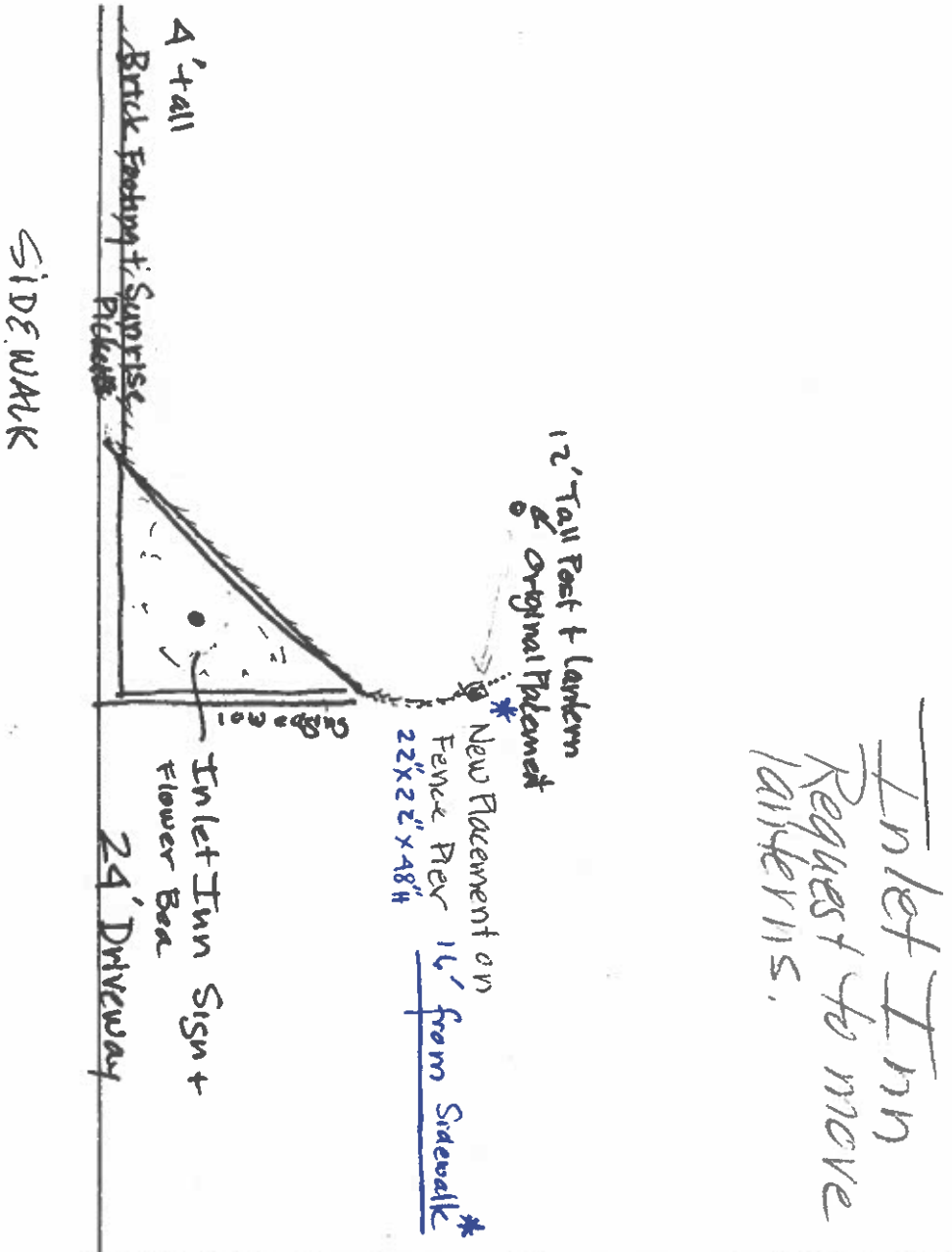
2nd lantern

2nd lantern + lantern middle

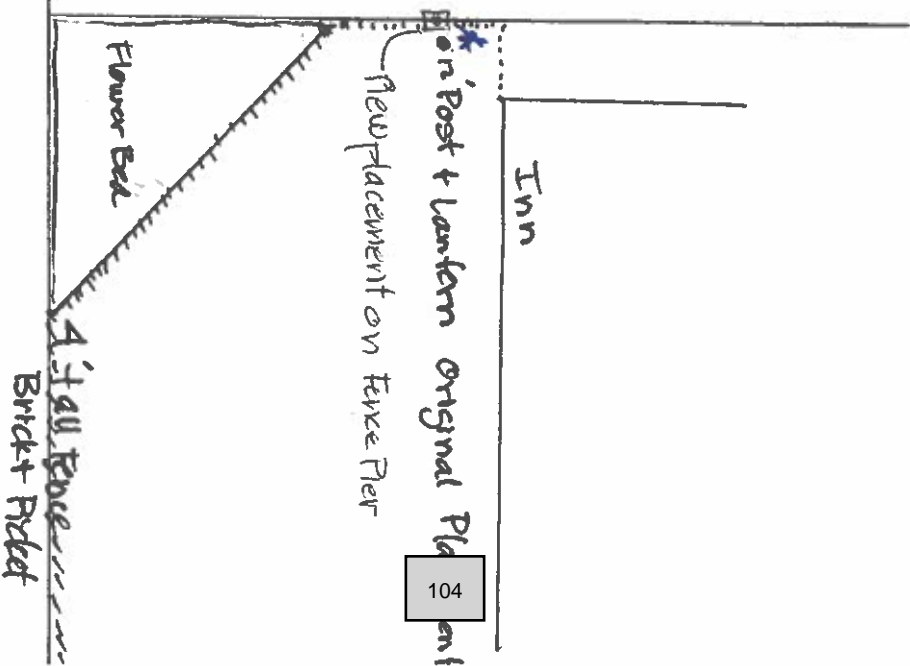
2nd light pole behind
shrub - removed/replaced



Inlet Inn
Request to move
lanterns.



← SIDEWALK TO OFFICE



ORANGE STREET