



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, October 06, 2026 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Minutes Approval

1. HPC Draft Minutes 090126

Items of Consent

1. Case #26-24 - 105 Front Street COA Order
2. Case # 26-26 - 326 Front Street COA Order
3. Case # 26-27 - 217 Broad Street COA Order
4. Case # 26-29 - 201 Broad Street COA Order

Quasi-Judicial Proceeding

Old Business

1. Case #26-28 - 217 Turner Street – Demo rear of house, add new rear addition, and convert shed to ADU.

New Business

1. Case #26-30 - 618 Ann St - Side Porch Entrance Enclosure and Flat Roof Modification
2. Case #26-31 - 315 Ann Street - Remove Pecan Tree and Plaque Application
3. Case #26-32 - 302 Courthouse Square - Historic Door Replacement and Modification
4. Case #26-33 - 113 Broad Street - Remove Vinyl Siding from House, ADU & Shed; replace with wood siding
5. Case #26-34 - 201 Broad Street - Replace Aluminum Doors with Mahogany, Install Two Small Windows
6. Case #26-35 - 611 Front Street - Install

1

 and three rail fence on town docks.

Commission / Board Comments

Staff Comments

- [1.](#) Minor Works August September 2026

Adjourn

**Town of Beaufort, NC**

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Town of Beaufort Historic Preservation Regular Meeting
6:00 PM Tuesday, September 1st 2026 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair McCune called the September 1st, 2026 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; Kris Davis, Jessica Sabiston

Members Absent: Tina Proctor, Tyler Tennant

A quorum was declared with five members present.

Staff Present:

Mr. Charlie Rocci, Senior Planner

Ms. Jill Quattlebaum, Town Attorney

Mr. Brad Fockler, Code Enforcement Officer

Ms. Laurel Anderson, Board Secretary

Agenda Approval

Chair McCune noted that a technical issue with the agenda management system had introduced extraneous items onto the displayed agenda. A corrected version was distributed to commissioners. All five quasi-judicial cases remained on the agenda in their original order, with no substantive changes.

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, Kris Davis, Jessica Sabiston

Minutes Approval

1. HPC Draft Minutes 080426

Vice-Chair Hedrick made the motion to approve the Minutes 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, Kris Davis, 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. 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. These parties may present evidence, call witnesses and make legal arguments. Parties with standing are limited to the applicant, the local government and individuals who can show they will suffer special damages. Parties are limited to those individuals with standing as set forth in North Carolina general statutes 160D-406 and 160D-1402. Other witnesses may present competent, material, and substantial evidence that is not repetitive as allowed 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. Everyone who testifies before this hearing must swear or affirm their testimony.

Secretary Anderson then administered the Oath to Charlie Rocci.

Items of Consent

1. HPC – 105 Front Street – Pool and Roof

The Commission voted to approve the findings of fact for Case #26-24 as amended, correcting a typographical error in which the applicant was incorrectly identified as "Ready Five Holdings" rather than "Filter Design Studios."

Member Cummins made the motion to approve the Minutes as amended and Member Sabiston made the second. Chair McCune took a vote that was unanimously approved.

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

2. Case #26-23 – 200 Craven Street – Proposed Fence Addition, Landscaping Adjustments, and Exterior Lighting

Member Cummins made the motion to approve the Minutes as presented and Member Davis made the second. Chair McCune took a vote that was unanimously approved.

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

Old Business

1. Case #26-24 105 Front Street – Fence and Landscaping

Chair McCune introduced Case #26-24 and asked if there were any members who needed to recuse themselves. Hearing none, Mr. Rocci presented the case and reported that at the previous meeting the Commission had approved the pool location and copper shed roof for this property. The outstanding items - landscaping details and pool safety fencing specifications - had since been submitted and were before the Commission for review.

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

Mr. Horton appeared on behalf of property owners Margaret Ann and Billy Wooten. He confirmed that the proposed pool fence would be a custom-welded, galvanized powder-coated tube steel fence, finished in white, and screened by a formal hedge of needlepoint hollies pruned to fence height. Commissioners expressed satisfaction with the landscaping plan and the fence detail, noting that the planting screen would render the fence largely invisible from the street.

There was no further discussion and the Commission reached a general consensus to proceed with approval, updating the Findings of Fact to acknowledge those guidelines that were already approved during the last meeting.

Chair McCune asked for a motion for a Finding of Fact for Case #26-24. Member Cummins made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #26-24, 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: Landscaping Guidelines 8.1.1, 8.1.2, 8.1.3, 8.1.5, 8.1.6, 8.1.7, 8.1.8, 8.1.10, 8.1.12, 8.1.13; Fences and Walls Guidelines 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.2.5, 8.2.7.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #26-24.

Member Davis 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 #26-24 be issued for the proposed work.

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

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

Chair McCune thanked Mr. Horton and explained that the COA would be issued at the October 6, 2026 meeting.

The case was then closed.

New Business

1. Case #26-26 326 Front Street – Addition to Extended Deck and Dock

Chair McCune introduced Case #26-26 and asked if there were any members who needed to recuse themselves. Hearing none, Mr. Rocci presented the application from the Moonrakers restaurant (Taylors Creek Group), proposing to extend an existing gangway and install a floating dock to allow transient boat access. He noted that the proposed improvements mirror what existed at the property prior to Hurricane Arthur in 2014, that the project is ADA-compliant at all but extreme low tides, and that it has been approved via a CAMA General Permit and authorized by the U.S. Army Corps of Engineers in compliance with channel setback requirements in Beaufort Harbor.

In response to Vice-Chair Hedrick's question, Mr. Rocci confirmed that the Town's public boardwalk would not be extended westward to connect with this property, as the boardwalk is limited to town-owned property ending at the public restrooms on Front Street.

Secretary Anderson administered the Oath to John Stephens, applicant and owner of the property.

Mr. Stephens testified that the design was intended to be understated and consistent with existing waterfront elements in the district. He noted that the proposed vertical stainless steel cable fencing was selected over horizontal cable because vertical orientation is more durable, safer for children, and visually recedes better. He further confirmed that the fencing design would replicate the approved aluminum nautical-style fencing on the existing sky deck. Mr. Stephens explained that at all times, to accommodate ADA guidelines, except for the extreme low tide of king tides, the slopes to get down to the floating platform will be able to handle a wheelchair. Commissioners found the application complete and the materials consistent with those previously approved for dock installations in the downtown waterfront area.

There were no persons with standing or witnesses who wished to comment.

Chair McCune asked for a motion for a Finding of Fact for Case #26-26. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #26-26, 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: Docks, Piers, and Boardwalks Guidelines 8.7.1, 8.7.2.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #26-26.

Member Davis 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 #26-26 be issued for the proposed work.

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

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

Chair McCune thanked Mr. Stephens and explained that the COA would be issued at the October 6, 2026 meeting.

The case was then closed.

2. Case #26-27 217 Broad Street – Update Paint Color, Doors, add Shed Dormer, Windows and Fence

Chair McCune introduced Case #26-27 and asked if there were any members who needed to recuse themselves. Hearing none, Mr. Rocci provided background on the property, a craftsman bungalow first appearing on maps in 1908 and remodeled circa 1930. The application, submitted by owners Ian and Tracy Huckabee, encompasses several exterior modifications: a new paint color scheme (Chantilly Lace body, Clear Skies trim, Edgecomb Gray accents), replacement of several doors and windows with Sierra Pacific wood windows, addition of a rear-yard privacy fence, a pergola in the rear yard, two sconces flanking the garage door, and a structural shed dormer addition to expand an upstairs bathroom. There were no questions for Mr. Rocci.

Secretary Anderson administered the Oath to Ian and Tracy Huckabee, applicants and owners of the property.

The Huckabees testified that the home's current form reflects three distinct periods of construction - the original 1908 - 1909 section, a connector addition believed to date to the 1950s, and a 2008 garage and bonus room addition. Their architect, noted for extensive experience with historic properties in New Bern, was engaged on the project.

Commission discussion focused on several points:

- *Front door:* The existing original door features historic leaded glass including a noted bullet hole from a childhood BB gun incident — acknowledged by commissioners as a genuinely historic artifact. The applicant indicated the door's joinery is failing and proposed replacement with a high-quality replica to be fabricated by a Raleigh-area millwork firm, with the intent of matching the slab on the connector door for visual consistency.
- *Windows:* The applicant proposed Sierra Pacific wood windows throughout, including a new window to be added under the eave on the west elevation for natural light in a currently windowless bathroom area. Commissioners were satisfied that the location under the eave rendered the addition minimally visible and appropriate.
- *Fence:* The applicant proposed transitioning from the existing Beaufort-style picket fence at an oak tree on the property line to a six-foot dog-ear privacy fence in the rear yard. Commissioners discussed how to handle the transition at the tree, noting the tree falls on or near the property line. The applicant agreed to face the posts so they do not protrude above the fence line, creating a continuous, flush appearance.
- *Dormer:* The new rear shed dormer, visible primarily from the Orange Street side, was reviewed. Commissioners noted it would blend well, characterizing it as consistent with the historic pattern of incremental rear additions common in Beaufort's older homes.
- *Corner lot considerations:* Because the property fronts both Broad and Orange Streets, commissioners noted that any fencing along street frontages must not exceed four feet in height per district guidelines.

There were no parties with standing or witnesses who wished to speak.

Chair McCune asked for a motion for a Finding of Fact for Case #26-27. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #26-27, 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: Roof Guidelines 6.1.1, 6.1.2, 6.1.3, 6.1.4; Wood Siding, Trim and Ornament Guidelines 6.2.1, 6.2.3, 6.2.4, 6.2.5, 6.2.6; Window and Door Guidelines 6.4.1, 6.4.2, 6.4.3, 6.4.5, 6.4.7, 6.4.10; Paint and Exterior Color Guidelines 6.7.2, 6.7.4; Materials 7.3.1; Additions to Historic Buildings Guidelines 7.8.1, 7.8.2, 7.8.3, 7.8.4, 7.8.5, 7.8.6, 7.8.7, 7.8.8, 7.8.9; Fences and Walls Guidelines 8.2.2, 8.2.3; Exterior Lighting Guidelines 8.4.1, 8.4.2, 8.4.3.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #26-27.

Member Davis 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 #26-27 be issued for the proposed work.

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

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

Chair McCune thanked Mr. and Mrs. Huckabee and explained that the COA would be issued at the October 6, 2026 meeting.

The case was then closed.

3. Case #26-28 217 Turner Street – Demo Rear of House, Add New Rear Addition and Convert Shed to ADU

Mr. Rocci introduced the application. The subject property is recognized in the Ruth Little Survey as the Gible-Delmar House, a two-story, three-bay side gable structure with chamfered columns remodeled in 1927. Applicants George and Debbie Aiken propose to demolish a portion of the rear of the house and replace it with a new addition adding approximately 100 square feet, and to convert an existing backyard shed into an Accessory Dwelling Unit (ADU), for which the applicants have already received a Special Use Permit (Case #26-12) from the Planning Board and Board of Commissioners. Mr. Rocci noted that SUP approval does not substitute for a Certificate of Appropriateness. Chair McCune then asked if there were any members who needed to recuse themselves and there were none.

Secretary Anderson administered the Oath to George Aiken, applicant and owner of the property.

Mr. Aiken testified at length. He described the existing rear of the house as a series of enclosed porches accumulated over roughly a century, resulting in inconsistent windows, floor levels, and rooflines. His proposed addition would demolish this piecemeal section and rebuild with a new single-gable roof maintaining the existing pitch to avoid impacting original upper-story windows on the historic 1866 house. The addition steps out four feet to the rear and two feet to the south, with a new CMU-and-brick foundation faced to match existing conditions. The ADU conversion involves leveling the settled shed, adding a small dormer for natural light, and retaining the existing vertical board-and-batten siding.

After detailed discussion, the Commission identified several items requiring clarification or revision before the application could be approved:

- *Standing seam metal roof:* No panel width, rib height, or seam details were submitted. The Commission asked the applicant to review the design guidelines on metal roofing and return with specifications consistent with those guidelines.
- *Exterior siding and trim materials:* The applicant proposed fiber cement (HardiePlank, smooth face) and Azek (PVC) trim. Given that the property is a corner lot visible from both Broad and Turner Streets, and that the work involves demolishing a near-century-old addition, commissioners expressed a preference for wood siding and wood trim on the new addition. The applicant agreed to provide a full survey of existing siding and proposed replacement materials.
- *Windows:* The applicant proposed Anderson 100 Series composite windows, which the Commission noted had not been previously approved. The Commission asked the applicant to work with staff to agree on an appropriate window specification prior to the next meeting. Mr. Aiken stated that the windows would not have grilles between glass.
- *Exterior doors:* Commissioners expressed a preference for wood doors on elements visible from public streets. The applicant agreed to specify wood doors for the main addition. It was noted that the ADU's entry door, not directly facing Broad Street, could be evaluated with greater flexibility.
- *Exterior lighting:* No fixture details were submitted; the Commission requested specifications.
- *Rear addition roof form:* Commissioners noted that the proposed split-gable roof over the four-foot rear bump-out created an awkward aesthetic. The applicant acknowledged the concern and indicated he would explore a revised roof form.

- *Rear handrail detail:* No design was submitted for the rear landing handrail. The Commission requested details consistent with those proposed for the historic front porch restoration.

Chair McCune made a motion to table the application until the October 6th, 2026 meeting, with direction to the applicant to resubmit addressing the items identified by the Commission.

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

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

4. Case #26-29 – 201 Broad Street – 12’ x 19’ Side Screen Porch Addition

Chair McCune opened Case #26-29 and asked if any members needed to recuse themselves. Hearing none, Mr. Rocci introduced the application, noting that the existing structure does not match the vernacular Queen Anne house described in the Ruth Little Survey, as Carteret County tax records indicate the current structure was built in 2006. The application, submitted by Barbara and Jay Tervo, proposes a screened covered porch addition on the eastern side of the corner lot, visible from Broad Street. Proposed materials match the existing front porch: two-by-six handrails, one-and-a-half-inch square spindles, five-quarter-by-six painted flooring, and five steps off the rear toward Moore Street. There is no intention of removing the shed in the back yard.

Secretary Anderson administered the Oath to Jay and Barbara Tervo, applicants and owners of the property.

During testimony, the applicants clarified that the drawings submitted in the agenda packet contained an error - the porch was shown set back twenty feet from the street due to an initial assumption about setback requirements, when in fact only a fifteen-foot setback is required. The corrected dimensions are 12 feet by 22 feet (not 12 by 19 as they originally submitted in their packet), and the porch is shifted toward the front of the structure. The applicants submitted updated drawings and a revised site plan into the record during the hearing. Chair McCune accepted the revised drawings as part of the record.

Additional points of discussion included the removal of one existing living room window, which would be covered where the porch wall intersects it; the installation of double French doors with flanking sidelights at the existing side entry; and the retention of an existing exterior light fixture inside the new porch enclosure with no other lighting changes proposed. No exterior handrail changes were required as the railing would be enclosed within the screen. Commissioners found the materials and design consistent with the existing structure and with the character of the district.

There were no parties with standing or witnesses who wished to speak.

Replacement pages for pages 170 and 171 were submitted as part of the testimony by the applicants. The size of the addition was updated to 12’ x 22’ by the applicants during their testimony.

Chair McCune asked for a motion for a Finding of Fact for Case #26-29. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted including evidence submitted this evening with this witnesses’ s testimony and oral testimony for Case #26-29, 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, 7.1.3, 7.1.4; Building Height/Scale 7.2.1, 7.2.2, 7.2.3, 7.2.4; Materials 7.3.1, 7.3.2; Details 7.4.1; Texture and Color 7.5.1; Form and Rhythm 7.6.1, 7.6.2, 7.6.3.; Landscaping 7.7.1.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #26-27.

Member Davis 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 #26-29 be issued for the proposed work.

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

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

Chair McCune thanked the applicants and explained that the COA would be issued at the October 6, 2026 meeting.

The case was then closed.

Commission / Board Comments

Vice-Chair Hedrick raised a concern regarding the staff report for 105 Front Street, which referred to the project as a "rebuild of the Duncan House following the fire in December 2025." He noted that when the case was originally heard, both the applicant's representative and town staff confirmed the project was new construction, not a reconstruction. He expressed concern about establishing a precedent by which the completed structure would be identified as the Duncan House, noting that the original historic structure was lost in the December 2025 fire and no longer exists.

Chair McCune acknowledged the concern and noted that she had spoken with the property owners, who expressed interest in installing interpretive signage commemorating the original Duncan House. Mr. Rocci agreed that going forward the property would be referenced only by its address, 105 Front Street.

Chair McCune also commended Mr. Rocci for an excellent job and the thoroughness of the applications.

Staff Comments

There were no staff comments.

Adjourn

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

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

Chair McCune declared the September 1st, 2026 meeting adjourned at 8:00 p.m.

Chair, Joyce McCune

Board Secretary, Laurel Anderson



Town of Beaufort

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October 6, 2026

Jay Horton
 Filter Design Studios
 707 Bridges Street
 Morehead City, NC 28557

RE: Case # 26-24– 105 Front Street - Proposed new construction of a residential swimming pool and roof off existing garage – fencing and landscaping

Dear Mr. Horton:

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

You have been issued a Certificate of Appropriateness for your project as specified on the enclosed certificate for the fencing and landscaping. 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

CC: William and Margaret Ann Wooten
 Enclosed: COA Certificate

Mayor Sharon Harker
 Commissioner Melvin Cooper • Commissioner Paula Gillikin
 Commissioner John LoPiccolo • Commissioner [redacted] Matthews • Commissioner Sarah Spiegler
 Town Manager [redacted] Matt 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 September 1, 2026 to consider a Certificate of Appropriateness (“COA”) application submitted by Filter Design Studios for **CASE # 26-24 PROPOSED NEW CONSTRUCTION OF A RESIDENTIAL SWIMMING POOL AND ROOF OFF EXISTING GARAGE – FENCING AND LANDSCAPING** 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 September 1, 2026, we find that the application submitted pertaining to the fencing and landscaping meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Landscaping Guidelines

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

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

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

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.

8.1.6 Palms, banana trees and other tropical type landscape materials should not dominate the landscape palette. Sabal palms may be used as a minor landscape element. Likewise, any use of other tropical style plant materials that can be viewed from the public property should be limited to a minor complementary presence. Traditional plant materials including live oak trees, deciduous shade and understory trees (service berry or dogwood) and broadleaf evergreen and deciduous shrubs should dominate the landscape.

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.

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

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

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

Fences and Walls Guidelines

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

822. Design new fences that are compatible with the associated building, site and streetscape in height, proportion, scale, color, texture, material and design. Substitute fence materials are not allowed along front or visible side property lines in the historic district. Fence types such as wire, hurricane, chain-link, vinyl, corrugated metal, stockade, and wooden post and rail are not allowed in public view.

823. Fences shall not exceed a height of four (4) feet in front yards and other areas of primary visual concern. Fences at rear yards and other areas not readily seen from the public view may be up to six (6) feet high. The transition between low front fences and higher rear fences should be made as far to the rear of the enclosed structure or yard as possible, and no more than half the depth of the yard forward of the principal structure. Avoid attaching a portion of the fence to a building because of possible termite damage.

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

825. The use of false historical details or other non-original architectural embellishments on existing fences is not appropriate.

8.2.7. Contemporary or utilitarian fence materials are not appropriate for fences in the public view. Inappropriate materials include: plastic, vinyl, chain link, wire, and all other modern materials. The use of modern fencing is permitted for rear yards only, in areas not seen from the public view, using vinyl-coated chain link (dark green or black), standard chain link or heavy wire ("hog wire"). Use plantings such as ivy, climbing roses, jasmines, or other vines to hide wire fences.

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 portions of the proposed project dealing with the fencing and landscaping are congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE # 26-24 – PROPOSED NEW CONSTRUCTION OF A RESIDENTIAL SWIMMING POOL AND ROOF OFF EXISTING GARAGE – FENCING AND LANDSCAPING.**

This the 6th day of October, 2026.

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

October 6, 2026

Taylor's Creek Group LLC
1107 Ann Street
Beaufort, NC 28516

RE: Case # 26-26– 326 Front Street - New Addition to Extended Deck and Dock at Moonrakers

Dear Sir/Madam:

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

CC: John Stephens
Enclosed: COA Certificate

Mayor Sharon Harker
Commissioner Melvin Cooper • Commissioner Paula Gillikin
Commissioner John LoPiccolo • Commissioner [redacted] Matthews • Commissioner Sarah Spiegler
Town Manager [redacted] 15 [redacted] Matt 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 September 1, 2026 to consider a Certificate of Appropriateness (“COA”) application submitted by Taylor’s Creek Group LLC for **CASE # 26- 26 NEW ADDITION TO EXTENDED DECK AND DOCK AT MOONRAKERS** 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 September 1, 2026, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Docks, Piers, and Boardwalks Guidelines

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

8.7.2. Built in features such as pavilions, gazebos, screened rooms or other types of roofed structures such as boat sheds are not appropriate.

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE # # 26-26 NEW ADDITION TO EXTENDED DECK AND DOCK AT MOONRAKERS**.

This the 6th day of October, 2026.

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

October 6, 2026

Ian and Tracy Huckabee
8030 Rosemont Parkway
Durham, NC 27713

RE: Case # 26-27– 217 Broad Street - Update Paint Color, Doors, Add Shed Dormer, Windows and Fence

Dear Mr. and Mrs. Huckabee:

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] Matthews • Commissioner Sarah Spiegler
Town Manager [redacted] Matt 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 September 1, 2026 to consider a Certificate of Appropriateness (“COA”) application submitted by Ian and Tracy Huckabee for **CASE # 26- 27 UPDATE PAINT COLORS, DOORS, ADD SHED DORMER, WINDOWS AND FENCE** 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 September 1, 2026, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Roof Guidelines

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

6.1.2. Preserve, maintain, and repair historic roofing details and materials such as slate, standing- seam metal, and tile. Replace in-kind only if necessary due to deterioration or damage. Replace only the damaged or deteriorated portion using materials identical to the original if possible.

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

6.1.4. Retain historic roof-top features such as ornamental eaves, cornices, rake-boards, dormers, gables, chimneys, finials, cresting, steeples, belfries, cupolas, and railings that add to the overall architectural character of a structure. All original and significant later features should be preserved and restored, rather than removed. The design of any new roof features should be based on documentary evidence and are compatible with both the building and surrounding buildings.

Wood Siding, Trim, and Ornament Guidelines

6.2.1. Preserve and maintain existing original wood siding, trim, ornamentation, and other wood decorative elements.

6.2.3 Replace historic wood elements only where the original is too deteriorated to repair. If replacement is necessary, use new replacement wood that matches the original as closely as possible in all properties: shape, profile, texture, and detailing. The deteriorated or damaged condition should be documented. Replacement of these features in kind and according to the guidelines does not normally require a COA.

6.2.4 If a portion of a historic wall is deteriorated beyond repair, replace only the damaged portion. In other words, a damaged portion of a wall does not provide an excuse for wholesale replacement.

6.2.5 Prepare surfaces for painting using the gentlest means possible. Low-pressure power-washing should be used only after a test panel of washing has been performed by the contractor and reviewed by the owner for excessive damage. Sandblasting and high-pressure water blasting are not appropriate treatments.

6.2.6 Avoid stripping paint with the object of staining it or leaving it unfinished for a supposedly “natural” appearance when such an appearance cannot be historically documented.

Window and Door Guidelines

6.4.1 Retain and preserve historic windows and doors, including all significant related elements such as frames, sashes, shutters, hardware, old glass, sills, trim and moldings. Documented restoration is allowable.

6.4.2 Repair existing historic windows and doors where possible, rather than replacing entire window or door units. Use techniques such as wood epoxies and wood patches to repair and strengthen deteriorated wood elements. Replace only those elements that cannot be repaired. Reproduction glass is desirable but not required.

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.

6.4.5 Replacement of historic windows and doors for the sole purpose of improved thermal performance is not appropriate. Wood, or appropriately painted metal storm windows and doors should be used.

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.

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.

6.7.4 Old paint should not be removed by sandblasting or other abrasive or destructive methods. The removal of all paint layers down to the bare wood in preparation for repainting is not recommended.

New Construction Guidelines

Materials

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

Additions to Historic Buildings Guidelines

7.8.1. Where possible, locate new additions at the side or rear so that they have a minimal impact on the façade and other primary elevation of the affected building or adjacent properties.

7.8.2. The overall proportions of a new addition should be compatible with the existing building in height, scale, size and massing so as not to overpower it visually. A new addition should never be taller or wider than the original structure unless required by code or a non-aesthetic functional requirement. Observe the principle of “additive massing” where the original structure remains dominant and the additions are adjoining and smaller masses.

7.8.3. The design elements of a new addition should be compatible with the existing building in terms of materials, style, color, roof forms, massing proportion and spacing of doors and windows, details, surface texture, and location. Contemporary adaptations of the original which clearly look like an addition and reflect the period of construction are encouraged.

7.8.4. Additions should be constructed so that they can be removed from the original building in the future without irreversible damage to significant features.

7.8.5. Vinyl, aluminum, or pressed wood are not appropriate on additions to historic buildings. Other substitute siding may be allowed. (SEE SIDING GUIDELINES)

7.8.6. Wood windows are most appropriate for new additions within the historic district; however, substitute window materials are acceptable for new additions provided the proposed windows meet the requirements set forth in the WINDOWS AND DOORS guidelines.

7.8.7. Rooflines of new additions should be similar in form, pitch, and eave height to the roofline of the original building.

7.8.8. Foundations should be similar to or compatible with the existing foundations in material, color, detailing, and height. SEE FOUNDATIONS GUIDELINES.

7.8.9. Consider in your plan older additions or other alterations to existing buildings that have acquired significance over time when planning and building a new addition.

Fences and Walls Guidelines

8.2.2 Design new fences that are compatible with the associated building, site and streetscape in height, proportion, scale, color, texture, material and design. Substitute fence materials are not allowed along front or visible side property lines in the historic district. Fence types such as wire, hurricane, chain-link, vinyl, corrugated metal, stockade, and wooden post and rail are not allowed in public view.

8.2.3 Fences shall not exceed a height of four (4) feet in front yards and other areas of primary visual concern. Fences at rear yards and other areas not readily seen from the public view may be up to six (6) feet high. The transition between low front fences and higher rear fences should be made as far to the rear of the enclosed structure or yard as possible, and no more than half the depth of the yard forward of the principal structure. Avoid attaching a portion of the fence to a building because of possible termite damage.

Exterior Lighting Guidelines

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

842. 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.

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

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 # # 26- 27 UPDATE PAINT COLORS, DOORS, ADD SHED DORMER, WINDOWS AND FENCE.**

This the 6th day of October, 2026.

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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October 6, 2026

Jay Tervo and Barbara McKenzie-Tervo
103A Seaview Street
Beaufort, NC 28516-48615

RE: Case # 26-29– 201 Broad Street – Side Screen Porch Addition

Dear Mr. Tervo and Mrs. McKenzie-Tervo:

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] Matthews • Commissioner Sarah Spiegler
Town Manager [redacted] 22 Matt 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 September 1, 2026 to consider a Certificate of Appropriateness (“COA”) application submitted by Jay Tervo and Barbara McKenzie Tervo, as amended by a revised site plan submitted into evidence at the hearing and with increased dimensions of 12’ by 22’, for **CASE # 26- 27 UPDATE PAINT COLORS, DOORS, ADD SHED DORMER, WINDOWS AND FENCE** 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:

New Construction Guidelines

Building Placement

7.1.1. Maintain a similar front, side, and rear yard set back to other contributing historic buildings 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 architectural features or significant site features.

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

Building Height/Scale

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

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

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

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

Materials

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

7.3.2. 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.

Details

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

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 beaded-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 and/or side of the 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.

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 # 26- 29 SIDE SCREEN PORCH ADDITION**.

This the 6th day of October, 2026.

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, October 6, 2026 – 614 Broad Street – Train Depot

AGENDA CATEGORY: New Business

SUBJECT: Case # 26-28 217 Turner Street – Demo rear of house, add new rear addition, and convert shed to ADU.

BRIEF SUMMARY:

George and Debbie Aiken are proposing modifications to the principal structure by demolishing a portion on the rear of the structure and replacing it with an addition that would add about 100 square feet of footage. They also propose modifying shed by converting it to an ADU compliant with an approved special use permit and changing the roof of the structure. New documents have been submitted after item was tabled in September, 2026.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Charles Rocci

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Charles Rocci
Date: October 6, 2026
Case No. Case # 26-28 217 Turner Street – Demo rear of house, add new rear addition, and convert shed to ADU.

Request:

For the Beaufort Historic Preservation Commission to approve COA for the demolition and addition to the main structure at 217 Turner Street as well as the conversion of an existing storage shed at the back of the property to be an Accessory Dwelling Unit. This item was tabled at the September 1, for failure to meet the Historic Guidelines.

Applicant:

George and Debbie Aiken
 600 Broad Street
 Oriental, NC 28571-9776

Property Information:

Owners: George and Debbie Aiken
Location: 217 Turner Street
PIN#: 730617117047000

Project Information:

The applicant is proposing to demolish a section of the rear portion of the house and replace it with a new section that will add 100 square feet to the rear of the house. No portion of the new addition will encroach into a setback. The shed in the back yard will be converted into an accessory living unit (ADU) and has been approved by the Planning Board and Board of Commissioners in Case #26-12. The updated application materials include modifications to the standing roof, modifications to the siding of the 1927 section of the house, lighting details, and changes to windows and doors on principle structure and ADU.

217 Turner St.
 C
 C. 1866

Gibble-Delamar House. 2-Story, 3-bay, side gable house has boxed eaves with returns, plain siding, replacement exterior brick end chimney, 2/2sash, and gabled 2-story porch with chamfered columns. According to the plaque, this was remodeled in 1927. C Garage. c. 1945. Side gable, front gable garage with vertical siding

Proposed work:

See Attached Application & Narrative

Material:

See Attached Description and Photos

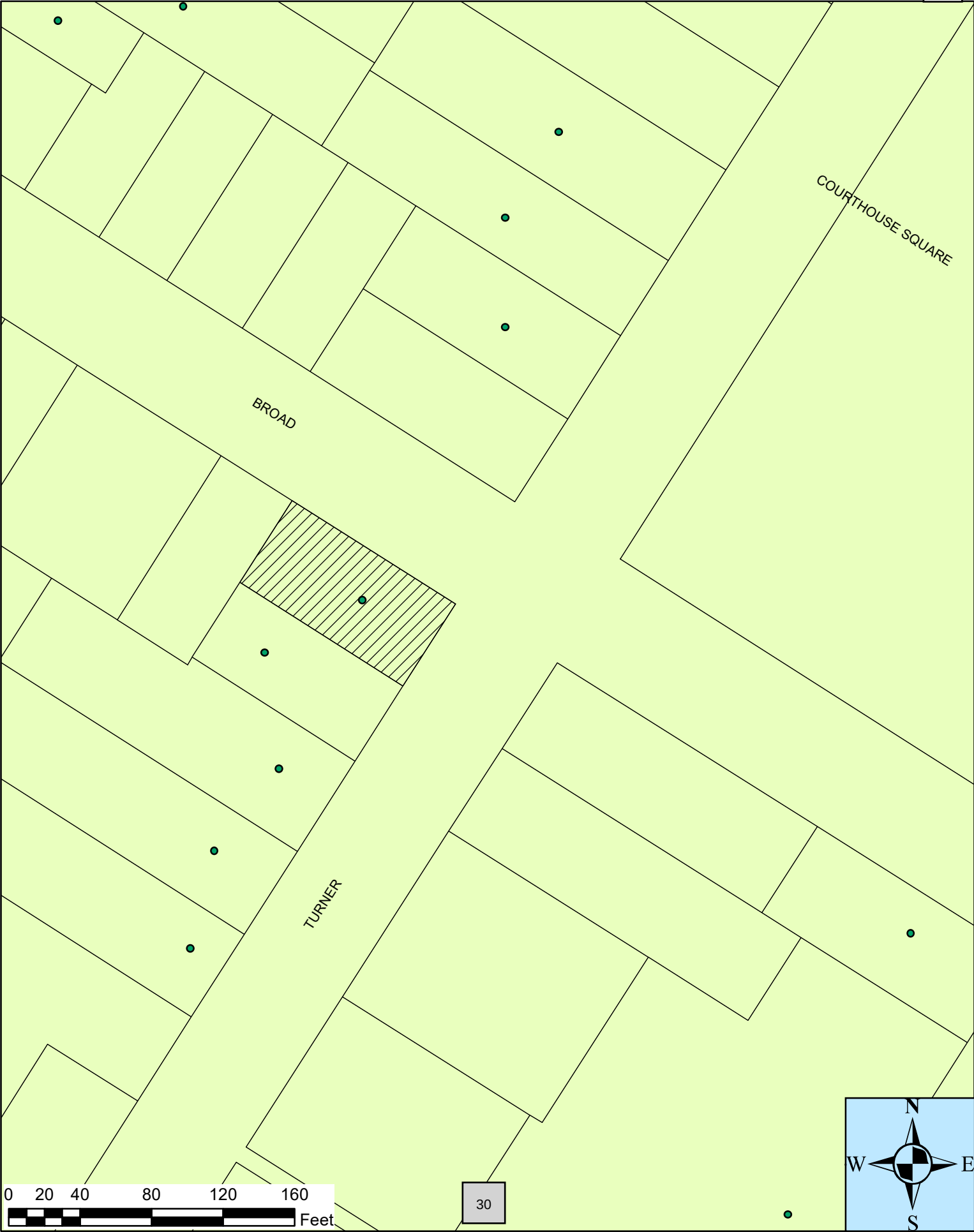
Additions to Historic Buildings Guidelines

- 7.8.1. Where possible, locate new additions at the side or rear so that they have a minimal impact on the façade and other primary elevation of the affected building or adjacent properties.
- 7.8.2. The overall proportions of a new addition should be compatible with the existing building in height, scale, size and massing so as not to overpower it visually. A new addition should never be taller or wider than the original structure unless required by code or a non-aesthetic functional requirement. Observe the principle of “additive massing” where the original structure remains dominant and the additions are adjoining and smaller masses.
- 7.8.3. The design elements of a new addition should be compatible with the existing building in terms of materials, style, color, roof forms, massing proportion and spacing of doors and windows, details, surface texture, and location. Contemporary adaptations of the original which clearly look like an addition and reflect the period of construction are encouraged.
- 7.8.4. Additions should be constructed so that they can be removed from the original building in the future without irreversible damage to significant features.
- 7.8.5. Vinyl, aluminum, or pressed wood are not appropriate on additions to historic buildings. Other substitute siding may be allowed. (SEE SIDING GUIDELINES)
- 7.8.6. Wood windows are most appropriate for new additions within the historic district; however, substitute window materials are acceptable for new additions provided the proposed windows meet the requirements set forth in the WINDOWS AND DOORS guidelines.
- 7.8.7. Rooflines of new additions should be similar in form, pitch, and eave height to the roofline of the original building.
- 7.8.8. Foundations should be similar to or compatible with the existing foundations in material, color, detailing, and height. SEE FOUNDATIONS GUIDELINES.
- 7.8.9. Consider in your plan older additions or other alterations to existing buildings that have acquired significance over time when planning and building a new addition.

Exterior Lighting Guidelines

- 841. Unless original fixtures already exist, choose fixtures that are simple and unobtrusive and complement the building or site.
- 842. 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.

843. Avoid placing fixtures in areas that will obscure or damage character-defining architectural elements or site features.
844. Use ground-mounted spots or ornamental light fixtures to illuminate signs instead of internal lighting. Screen spots and accent lighting from view.
845. All lighting should be directed toward the property for which it was intended and should not spill over onto adjacent properties.



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: George and Debbie Aiken

Applicant Address: 217 Turner Street, Beaufort, NC 28516

Business Phone: [REDACTED] Email/Cell: [REDACTED]

Property Owner Name: George and Debbie Aiken

Address of Property: 217 Turner Street, Beaufort, NC 28516

Phone Number: [REDACTED] Email/Cell: [REDACTED]

PROJECT INFORMATION

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

****Please see Attached supporting documentation****

Estimated Cost of Project: \$ — \$200,000

Year House Built: 1866 with several additions

Applicant Signature George H. Aiken

August 11, 2026
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: _____

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.qarner@beaufortnc.org.

217 Turner Street Neighbor listing

As of 7/19/26

311 Broad Street – Gabrielle and Addison Dascomb

312 Broad Street – Sharon and Charles Kralick

301 Turner Street – Benjamin and Grace Brown

214 Turner Street – County of Carteret

215 Turner Street – Hovey and Josephine Aiken

211 Turner Street – Mark C Benyunes

Narrative Supporting the Application for a CERTIFICATE OF APPROPRIATENESS (COA)

The homeowner is requesting a CERTIFICATE OF APPROPRIATENESS (COA) for the construction of:

- (a) Demolition and Addition to the main structure at 217 Turner
- (b) Conversion of an existing Storage Shed at the back of the property into an ADU

The existing main structure at 217 Turner Street is the historic Delamar Gible house. The front portion of the home consisting of a two-story rectangular structure (29' x 30' (865 sf x 2)) was built in 1866. The rear portions of the home have been constructed over the years, adding a modernized kitchen and a series of exterior porches, which have been enclosed over the years. The single-story rear portion of the home consists of a kitchen, bathroom, laundry room and bedroom and sitting room is approximately (23'x34' (765 sf)). This 765 sf space will be remodeled. The footprint of the main structure will be enlarged by (100 sf) at the rear of the house.

Additionally, the existing shed in the back yard will be converted to an Auxiliary Dwelling Unit "ADU" (previously approved by the zoning board).

Design of the Proposed Addition/Renovation

In the design of the proposed construction The Design Guidelines for the Beaufort Historic District were carefully considered:

Specifically, 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 is contained below:

Chapter 7- Additions to Historic Buildings Guidelines.

7.8.1 The addition and the existing storage shed are located at the rear of the building and cannot be seen from the "primary elevation" on Turner Street.

7.8.2 The overall proportions of the new addition are compatible with the existing building and will conform the concept of "additive massing". The original two story structure will remain dominant, and the proposed one story will remain single story and subordinate the existing additions are today.

7.8.3 The design elements of the proposed addition will be compatible with the existing buildings for the proposed addition and for the ADU conversion in terms of materials, style, color, roof forms, massing proportion and spacing of doors and windows. As instructed by the Town of Beaufort, Planning, the geometry of the proposed addition and the existing storage shed within the 20 setback off Broad street will not noticeably change. The new

roof on the proposed addition and on the ADU will be essentially the same pitch and proportion. Lap siding and matching trim of the same color as existing will be used on the Addition. The vertical batten siding on the ADU will be maintained and repaired. Window, size, spacing and style will be consistent with the original 1866 house.

7.8.4. The proposed Addition is within a separate footprint and on a separate foundation from the original 1866 building. The 1866 structure will not be damaged, and any future changes or removal could be accomplished with no impacts on the original 1866 structure.

7.8.5 No Vinyl, aluminum, or pressed wood will be used on the Addition or the ADU The proposed construction will contain modern Fiber Cement frieze, soffit and fascia. The rear porch will be trimmed with wood and fiber cement. The rear landing will be composite Trex decking.

7.8.6 Windows and doors will be of modern low maintenance materials, but will be of a style and proportion consistent with the historic structure. *All new windows will be Anderson Series 100 Single Hung Windows. A New Exterior Door will be Therma-Tru.*

7.8.7 The Roof lines and pitches will remain unchanged within the 20 setbacks from Broad Street as instructed by the Town of Beaufort Planning. The overhands, soffit and fascia will be constructed to match the existing 1866 house.

7.8.8 The foundation of the existing 1866 house is a brick masonry pier and curtain configuration. This foundation as well as the existing chimneys has been painted white at some point over the past 160 years. The proposed foundation will be constructed of CMU and brick to “match” the existing sole plate height and will be painted white to match the existing foundation color.

7.8.9 The rear portion of the house has been added in a staged manner over the last 100 years or so. The historic information provided by the Town of Beaufort Planning regarding the house is as follows:

Gibble-Delamar House. 2-Story, 3-bay, side gable house has boxed eaves with returns, plain siding, replacement exterior brick end chimney, 2/2sash, and gabled 2-story porch with chamfered columns.

According to the plaque, this was remodeled in 1927.

C Garage. c. 1945. Side gable, front gable garage with vertical siding

As indicated in the photographs provided. It appears the rear (1 story) part of the house was as series of porch structures that have been enclosed over time. On page C.04 of this submission there is a 1980's photograph showing the existing enclosed lower level family room as a screened porch. Given the hodgepodge nature of these rear structures, “Enclose

existing porch, add new porch, enclose existing porch, add new porch and so on” The proposed design intends simplify, make more elegant and improve the aesthetics of what is there today. The proposed roof overhands, sofit and fascia attempts to match the original 1866 style. The existing “garage” which is described as built in 1945 will be converted to an ADU. There will be an addition of a gable to the back portion of the roof. This gable will be in a style complementary to the existing structure.

7.8.9 The proposed Addition is not on the Beaufort Waterfront.

No significant trees will be removed as part of the proposed construction. The overall footprint of the house will be marginally expanded by (100 sf).

8.4 Exterior Lighting. A new exterior light will be placed at the rear door of the proposed renovation, and a new exterior light will be placed at the new door on the ADU. Each of these fixtures meets the Beaufort Guidelines.

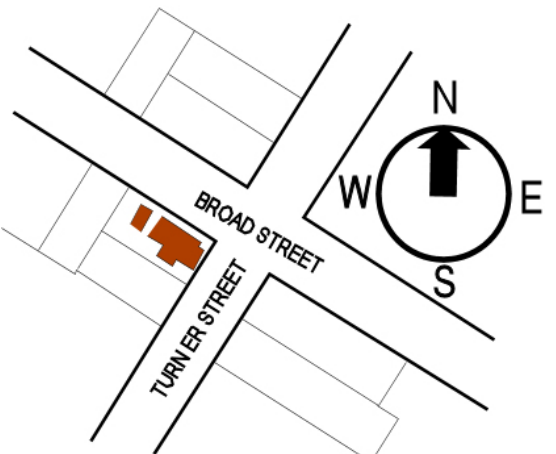
Proposed Construction

The construction will commence in the left rear left area of the previous addition. This area is an at grade exterior porch that was enclosed to make the existing Sitting room and Laundry. This 15’ x 15’ area will be isolated from the raised portion of the existing addition Owners Suite, Kitchen and Bath, with a temporary exterior wall. The roof, foundation and the rear steps will be demolished, and a new raised foundation will be installed.

The next phase will be the interior demolition of the Owners Suite and Kitchen. At this time the remodeling of the ADU will commence as some of the or the fixtures, appliances, cabinets and counter tops will be used in the construction of the ADU. The existing electrical service panel currently located in the rear wall of the kitchen will be lowered and reinstalled in an area which will be covered by a new kitchen island.

Following interior demolition, the existing roof over the kitchen will be demolished and new framing will commence with the new roof and ceiling framing to close in the entire house as quickly as possible. Interior finish work in the proposed first floor New Kitchen and Family Room.

PROPOSED ADDITION TO THE DELAMAR GIBBLE HOME (ca 1866)
ARCHITECTURAL DRAWINGS FOR SUBMISSION TO THE TOWN of
BEAUFORT, NC
AS PART OF AN APPLICATION FOR A CERTIFICATE OF
APPROPRIATENESS (COA)



FRONT OF HOME (TURNER STREET)



FRONT VIEW (217 TURNER STREET)

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

CLIENT
Aiken

PROJECT
217 Turner Street
October 6, 2026
HPC Submission

ISSUE DATE
09.14.2026

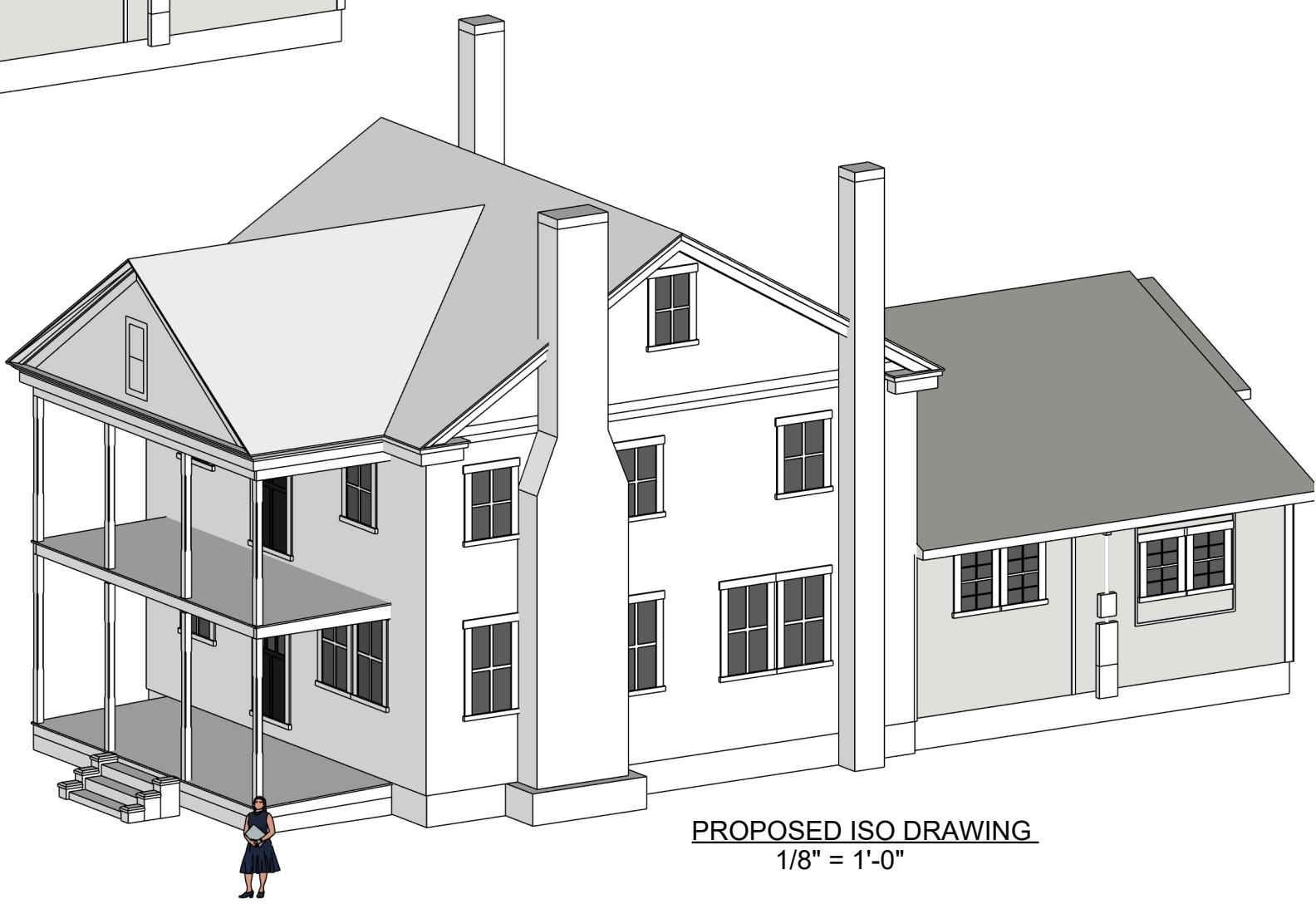
DATE
September 14, 2026

DrawnBy:
GGA

COA Cover Page



EXISTING ISO DRAWING
1/8" = 1'-0"



PROPOSED ISO DRAWING
1/8" = 1'-0"

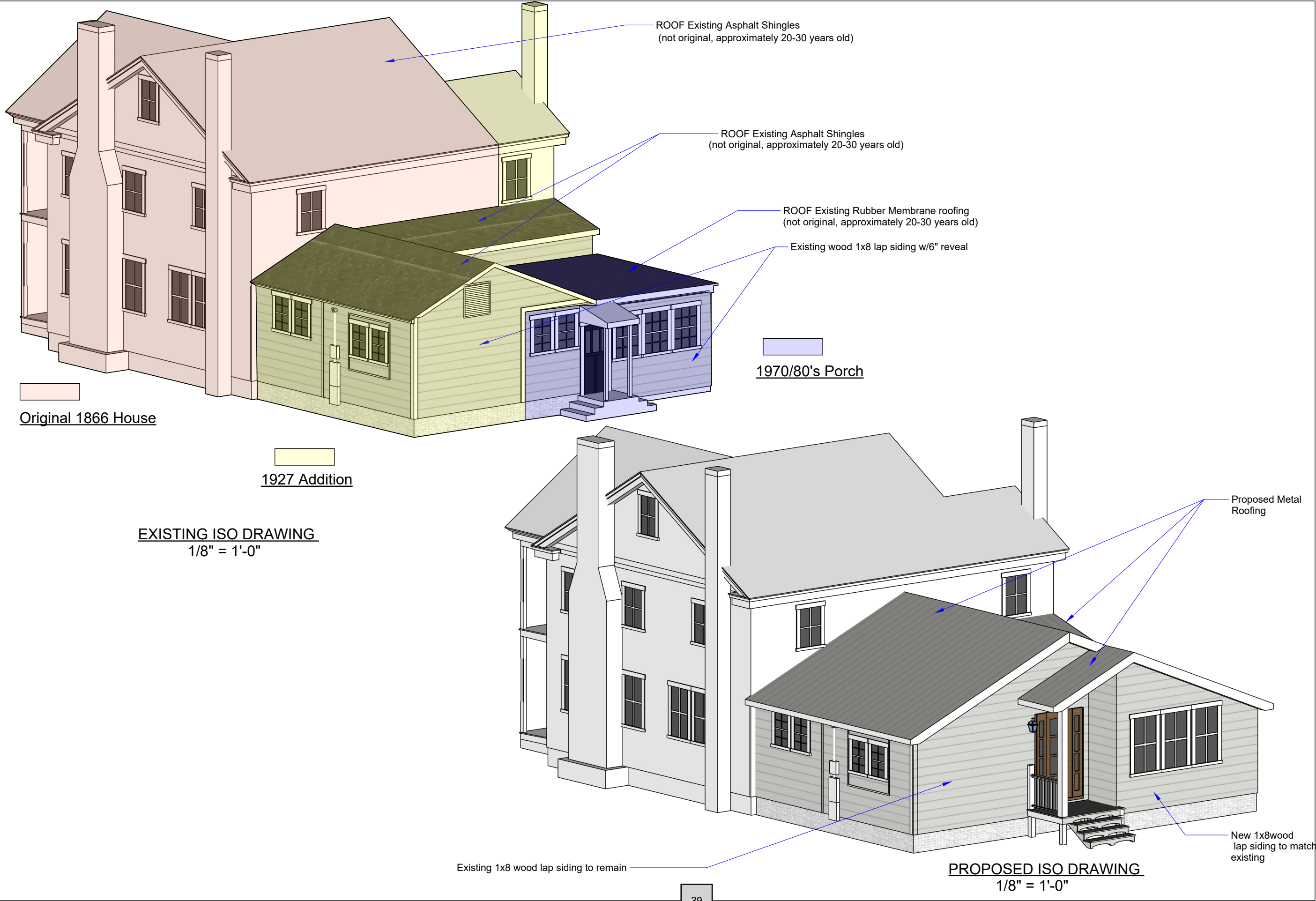
George G. Aiken, PE
411 Johnson Street
New Bern, NC, 28560
Tel: 919.279.2313

CLIENT
Aiken
217 Turner Street
Beaufort, NC, 28516
Tel: 704.763.3386

PROJECT
217 Turner Street
October 6, 2026
APC Submission

ISSUE
09.14.2026
Date: September 14, 2026

**TURNER-BROAD
STREET ISO
DRAWING**



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BROAD
STREET ISO
DRAWINGS

A.02

REVISED 9/14/26



EXISTING VIEWS
1/8" = 1'-0"



PROPOSED VIEWS
1/8" = 1'-0"

CLIENT
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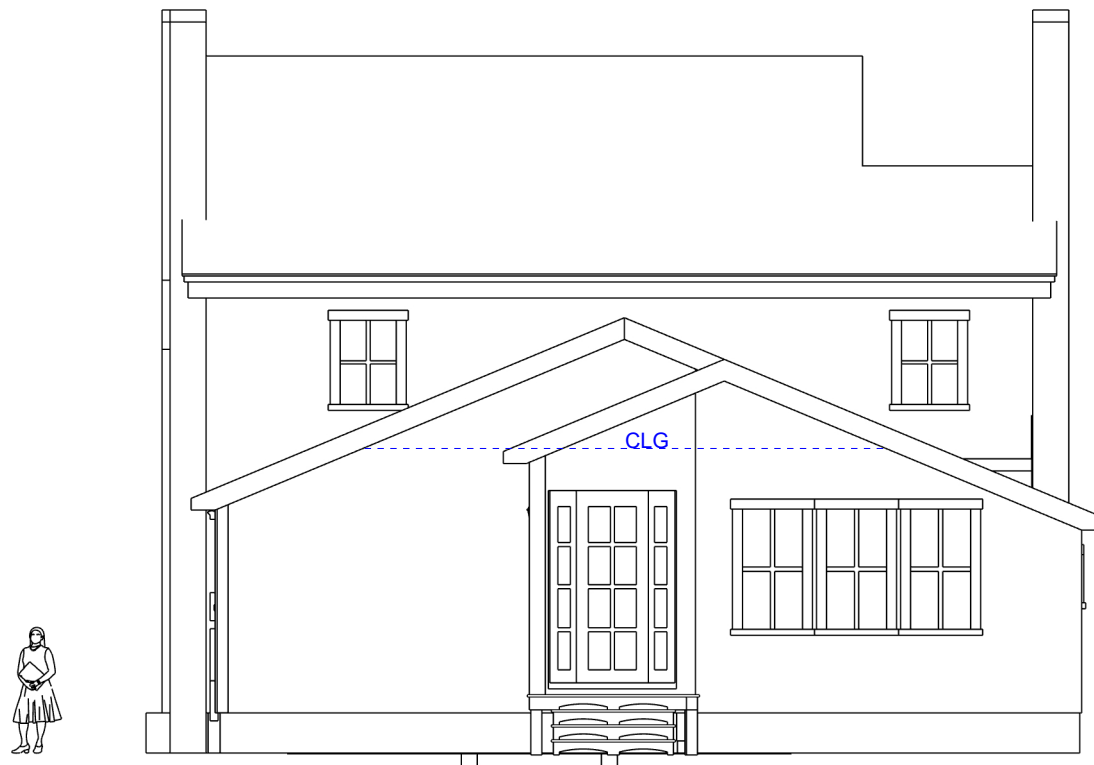
PROJECT
217 Turner Street
October 6, 2026
APC Submission

ISSUE
09.14.2026
Date: September 14, 2026

**BROAD
STREET VIEWS**



EXISTING SW (REAR) VIEW
1/8" = 1'-0"



PROPOSED SW (REAR) VIEW
1/8" = 1'-0"



EXISTING SE (SIDE YARD) VIEW
1/8" = 1'-0"



PROPOSED SE (SIDE YARD) VIEW
1/8" = 1'-0"

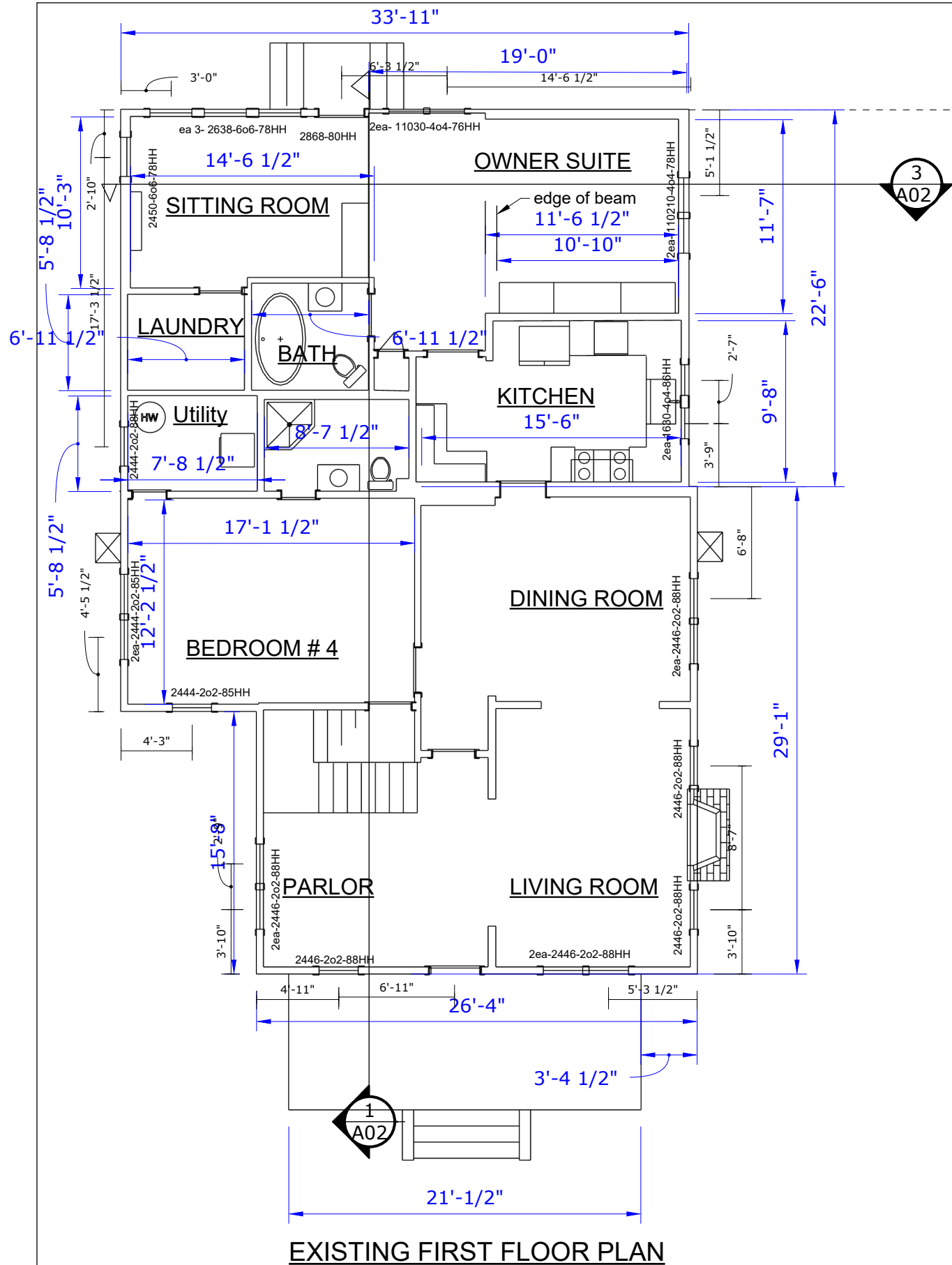
George G. Aiken, PE
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217 Turner Street
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Tel: 704.763.3386

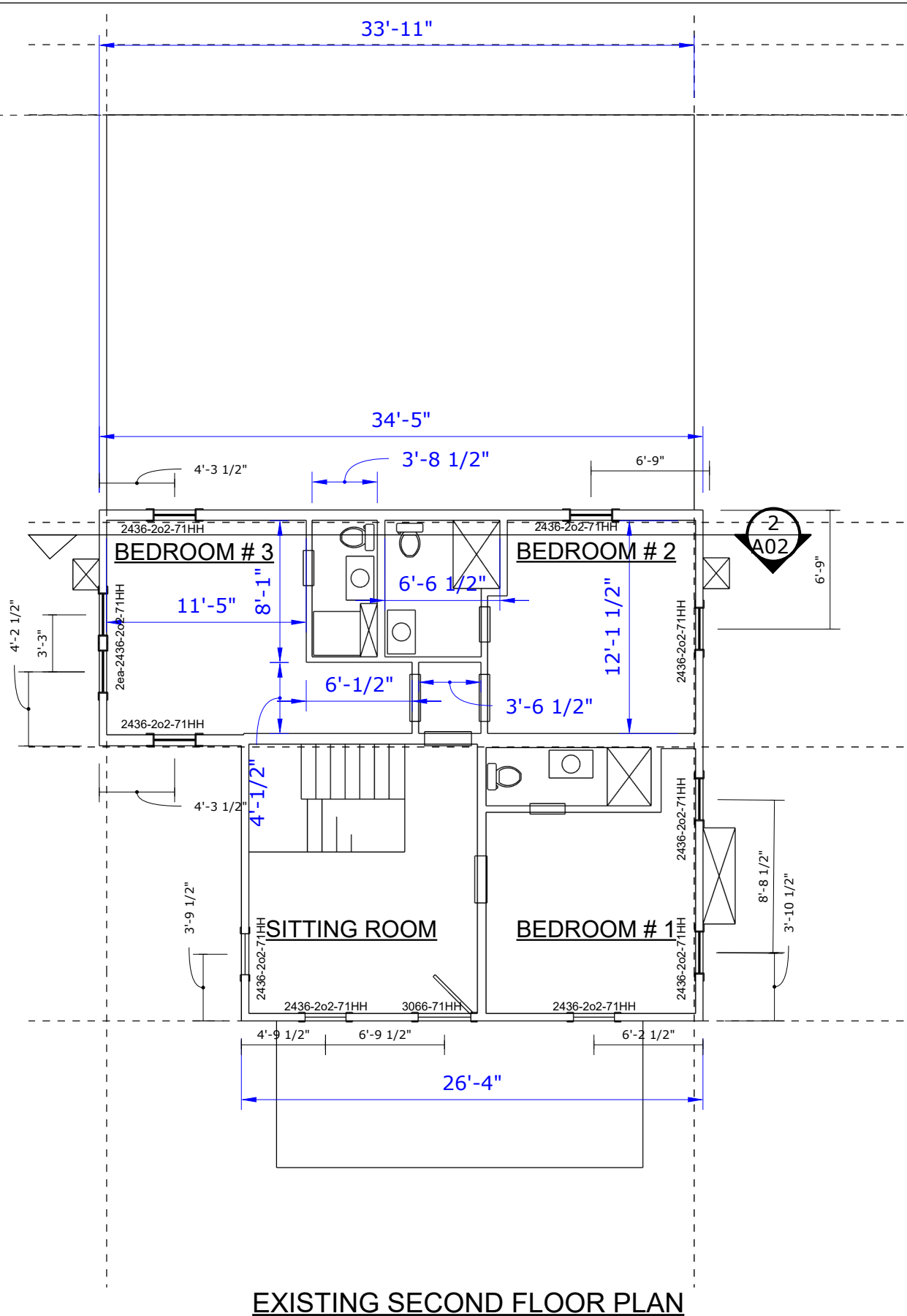
ISSUE
09.14.2026
Date:
September 14, 2026
PROJECT
217 Turner Street
October 6, 2026
PC Submission

**SIDE YARD
VIEWS**

A.05



1/8" = 1'-0"



George G. Aiken, PE
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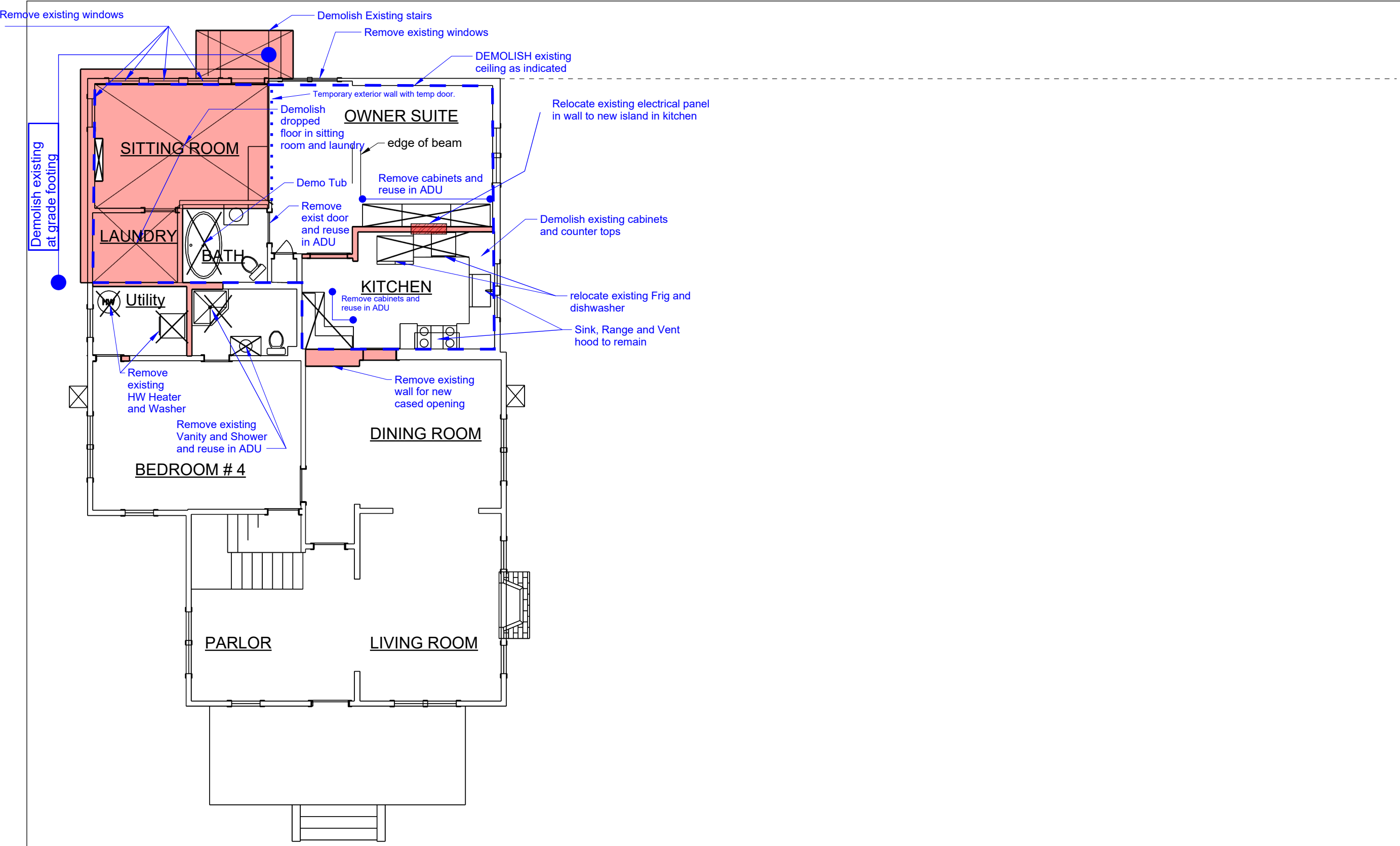
CLIENT
Aiken
217 Turner Street
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Tel: 704.763.3386

PROJECT
217 Turner Street
October 6, 2026
PC Submission

EXISTING
FLOOR PLANS

A.06

REVISED 9/14/26



EXISTING FIRST FLOOR PLAN

1/8" = 1'-0"

George G. Aiken, PE
411 Johnson Street
New Bern, NC, 28560
Tel: 919.279.2313

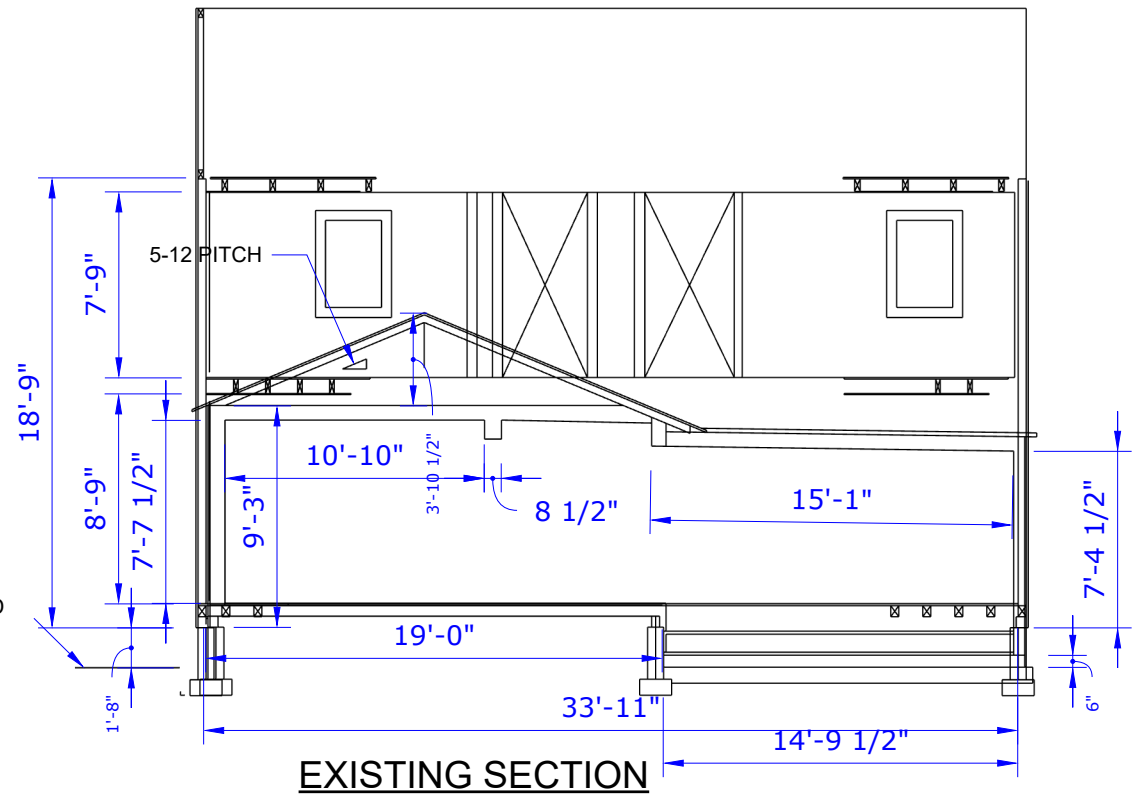
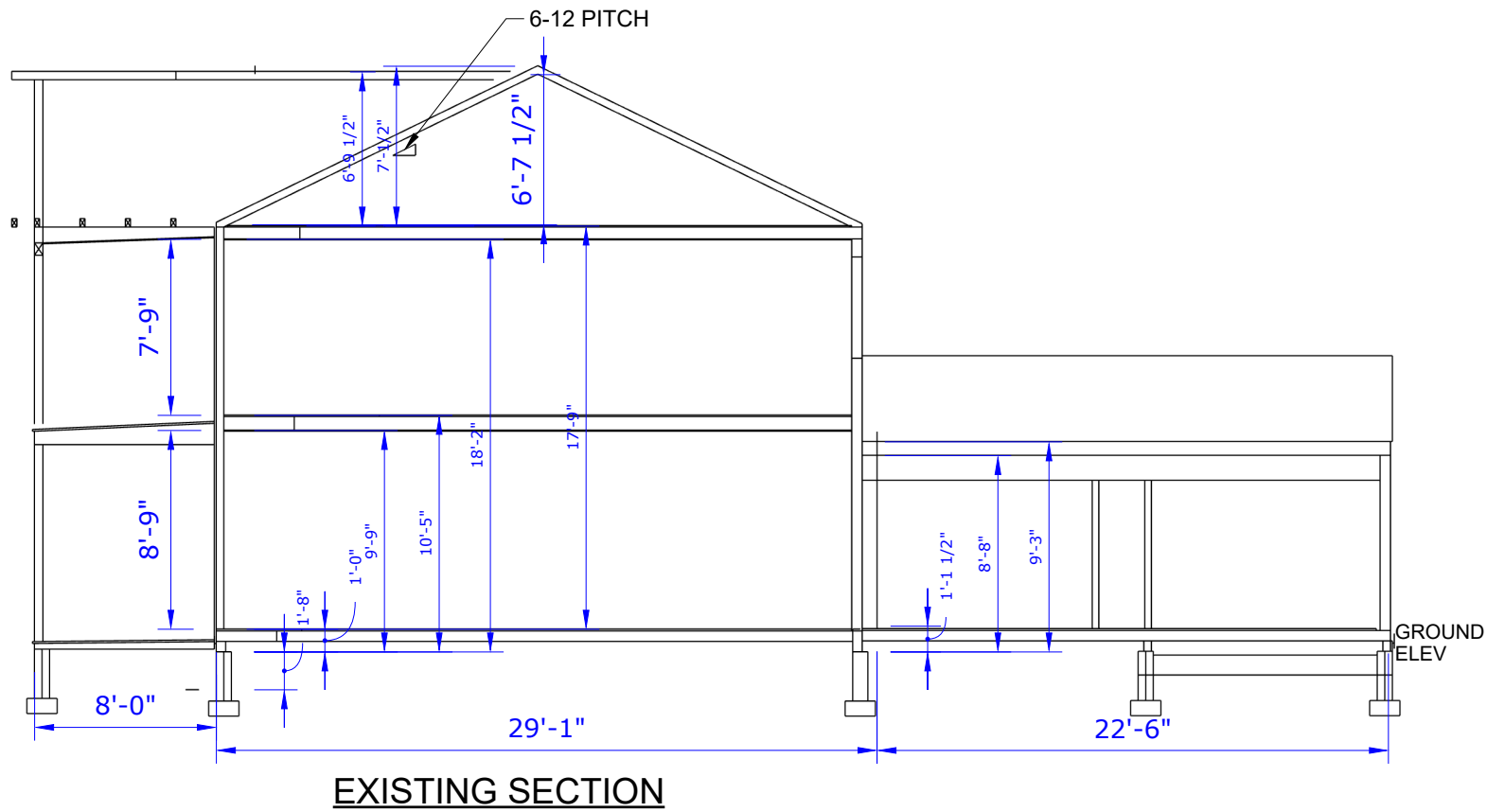
CLIENT
Aiken
217 Turner Street
Beaufort, NC, 28516
Tel: 704.763.3386

PROJECT
217 Turner Street
October 6, 2026
PC Submission

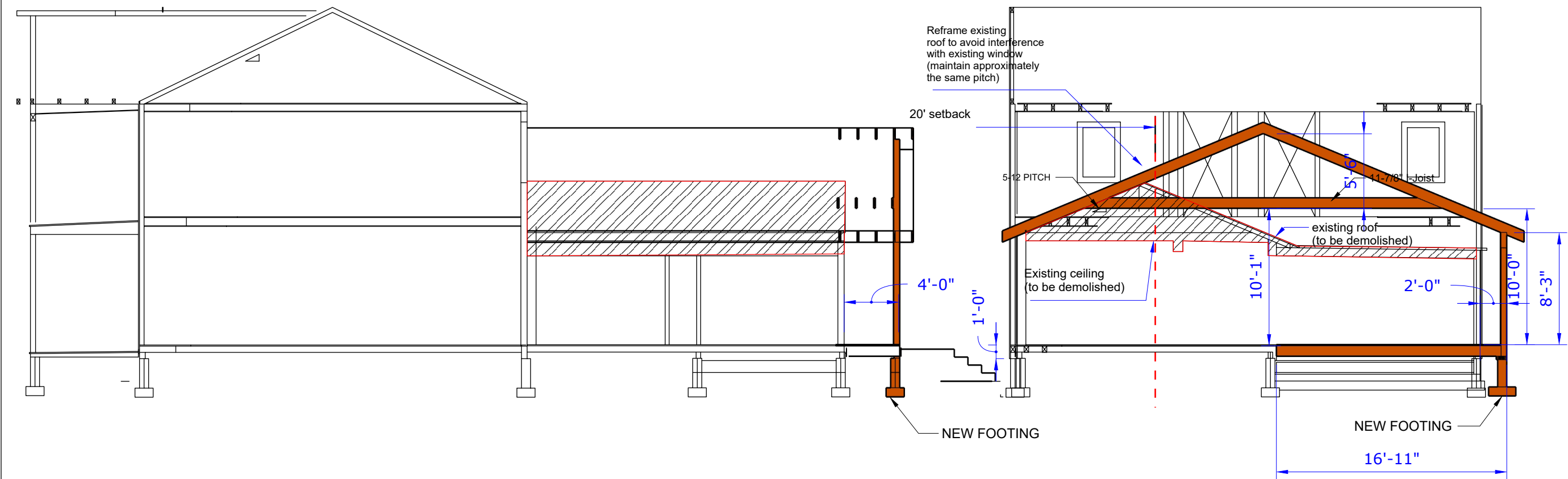
ISSUE
09.14.2026
Date:
September 14, 2026

A.07

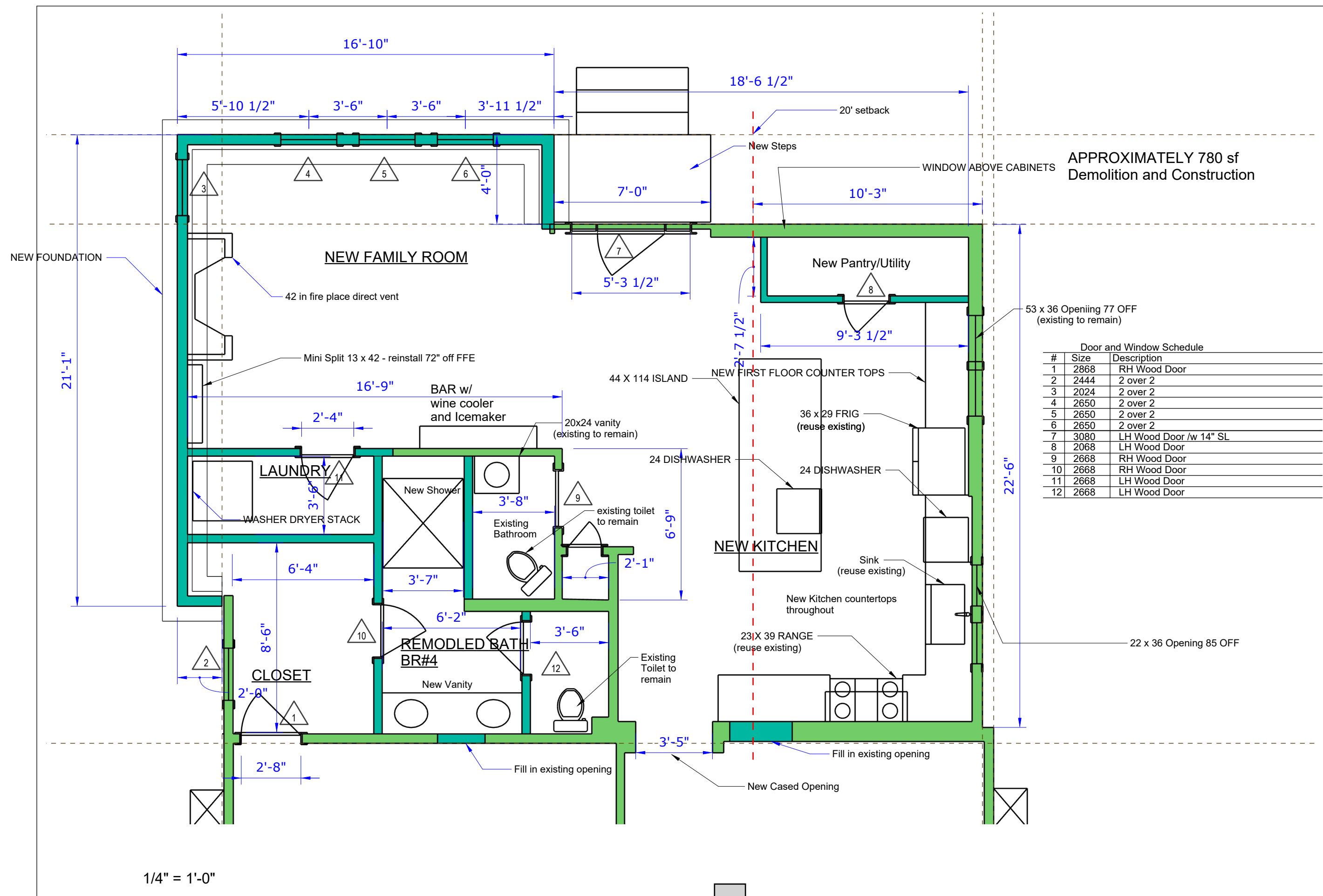
REVISED 9/14/26



1/8" = 1'-0"



1/4" = 1'-0"



Door and Window Schedule		
#	Size	Description
1	2868	RH Wood Door
2	2444	2 over 2
3	2024	2 over 2
4	2650	2 over 2
5	2650	2 over 2
6	2650	2 over 2
7	3080	LH Wood Door /w 14" SL
8	2068	LH Wood Door
9	2668	RH Wood Door
10	2668	RH Wood Door
11	2668	LH Wood Door
12	2668	LH Wood Door

**PROPOSED
FIRST FLOOR
PLAN**

A.10

ISSUE
09.14.2026

Date:
October 6, 2026

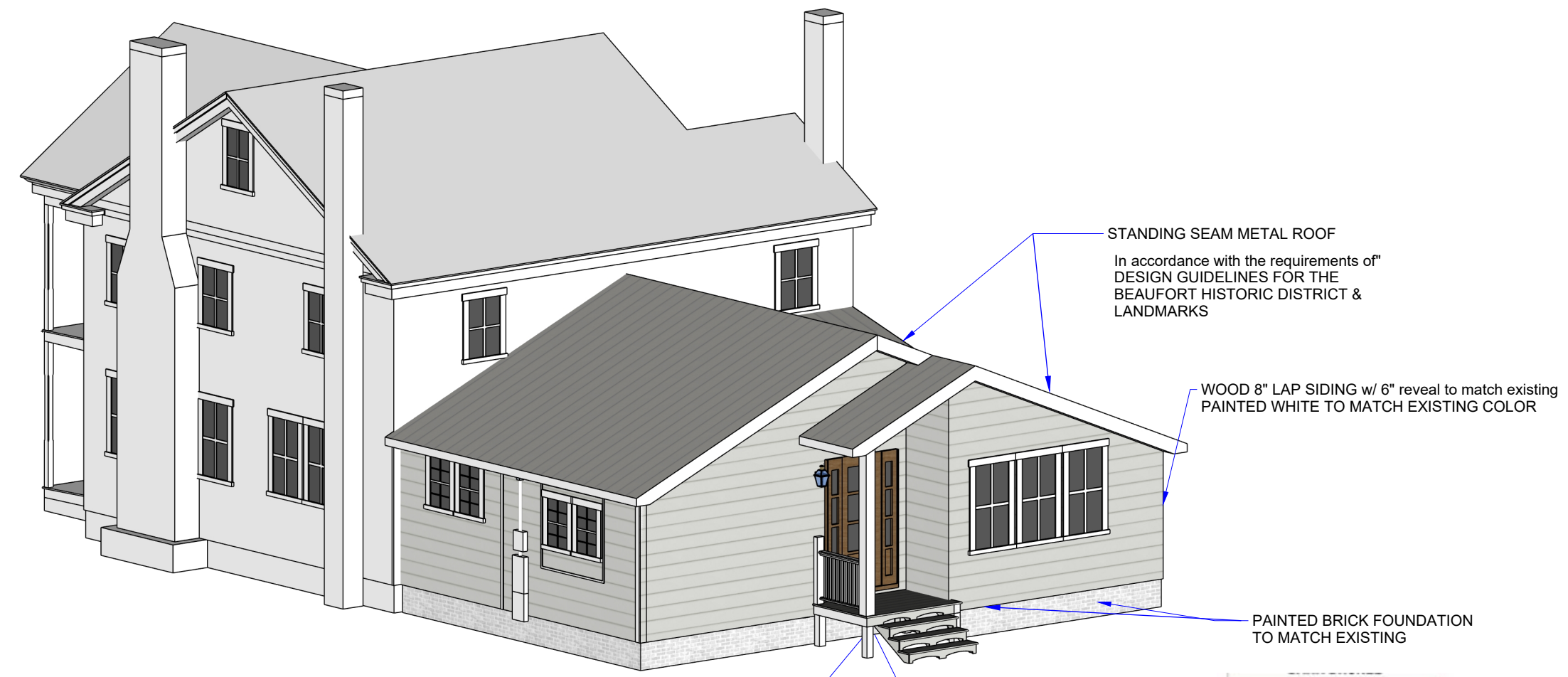
PROJECT
217 Turner Street
Beaufort, NC, 28516

CLIENT
Aiken

George G. Aiken, PE
411 Johnson Street
New Bern, NC, 28560
Tel: 919.279.2313

REVISED 9/14/26

47

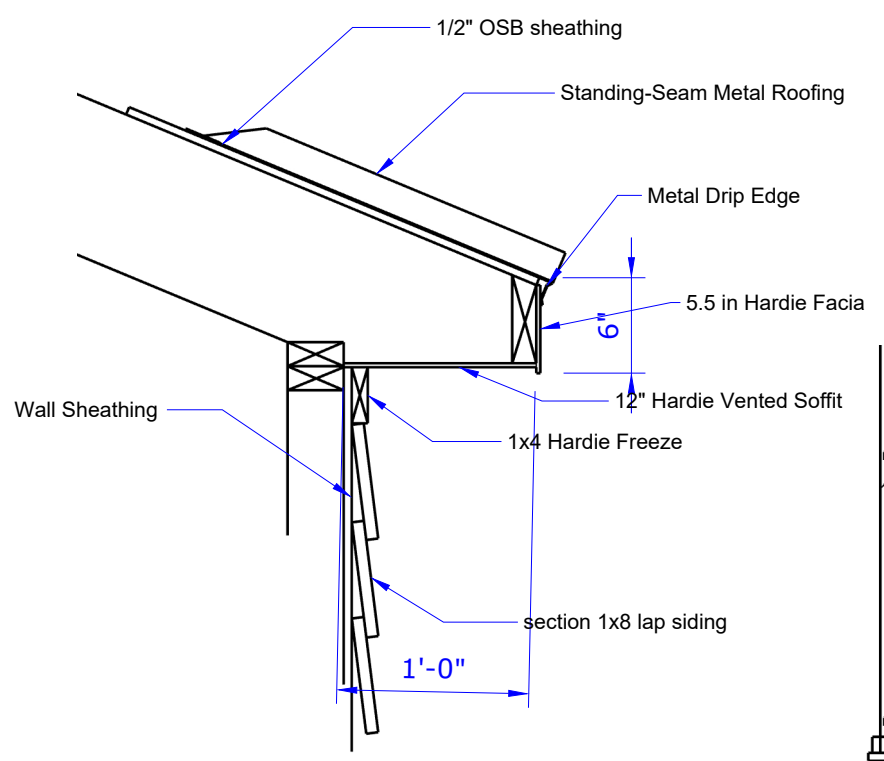


STANDING SEAM METAL ROOF
In accordance with the requirements of
DESIGN GUIDELINES FOR THE
BEAUFORT HISTORIC DISTRICT &
LANDMARKS

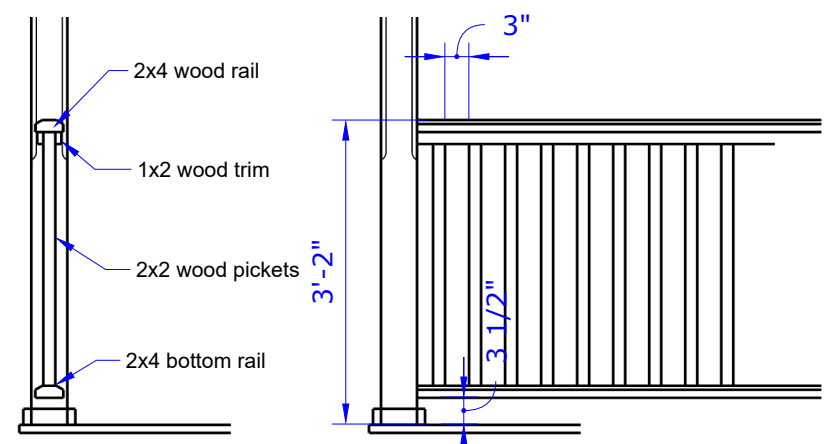
WOOD 8" LAP SIDING w/ 6" reveal to match existing
PAINTED WHITE TO MATCH EXISTING COLOR

PAINTED BRICK FOUNDATION
TO MATCH EXISTING

Trex Deck
Wood Stairs and Deck



Typical wall detail
1" = 1'-0"



Typical handrail detail
1/2" = 1'-0"



Standing seam metal roofing
"Dove Gray"



Anderson Series 100 Single Hung- windows - With full divided light grilles
2 over 2 with 1-1/4" Grille to match existing 1866 house
Pine painted trim color to match existing White Trim



3080 Mahogany Door-DSA or equal



Bevolo -French Quarter Lantern
w/ Bracket - 14"

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PROJECT
217 Turner Street
October 6, 2026
PC Submission
ISSUE
09.14.2026
Date: September 14, 2026

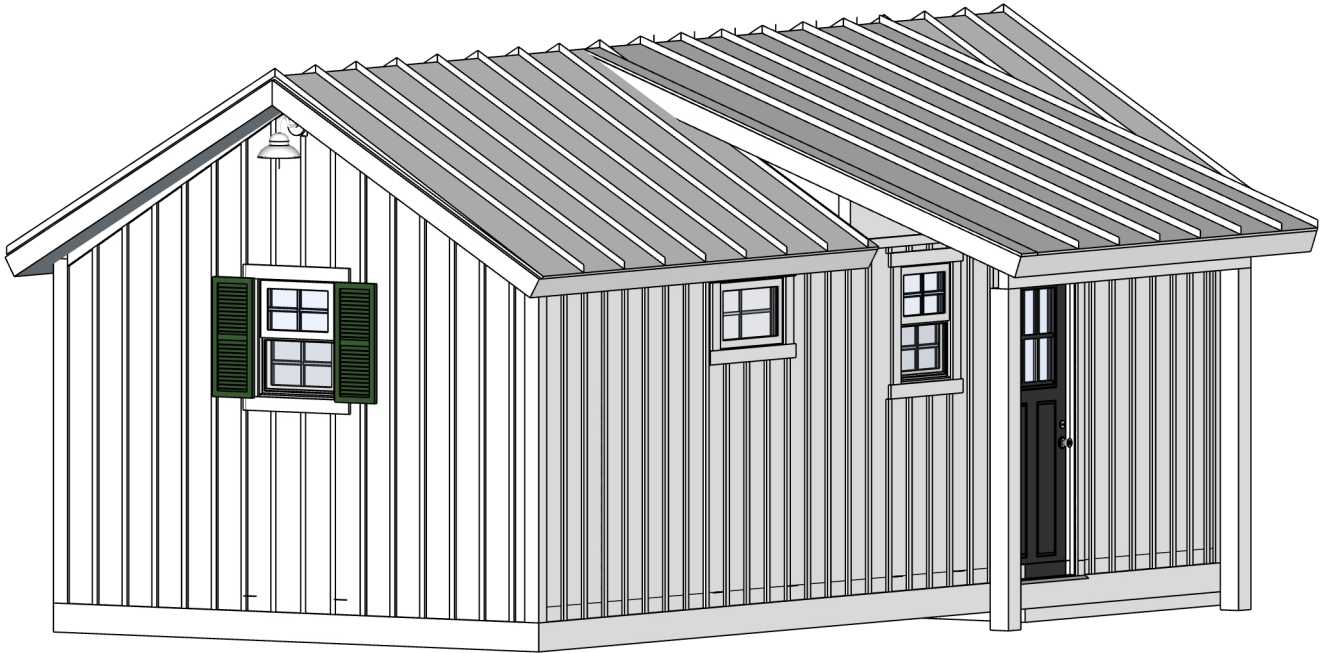
PROPOSED
MATERIALS

A.11

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EXISTING VIEW FROM BROAD STREET



PROPOSED VIEW FROM BROAD STREET

CLIENT
George G. Aiken

PROJECT
COA Submission for ADU
217 Turner Street

DRAWN BY
GGA

ISSUE
09.11.26

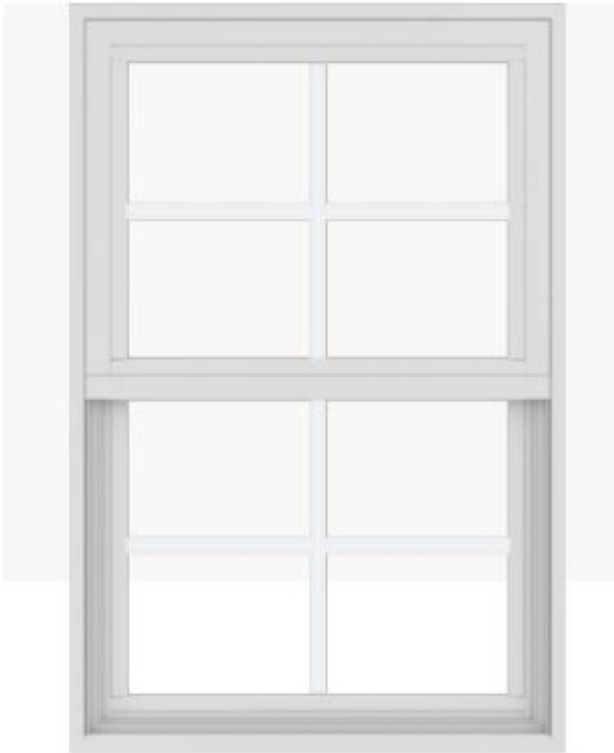
Application for a COA
ADU for Delamar Gibble House ca 1866
217 Turner St.



Exterior Door from Existing Back Door



Existing Exterior Lights to remain

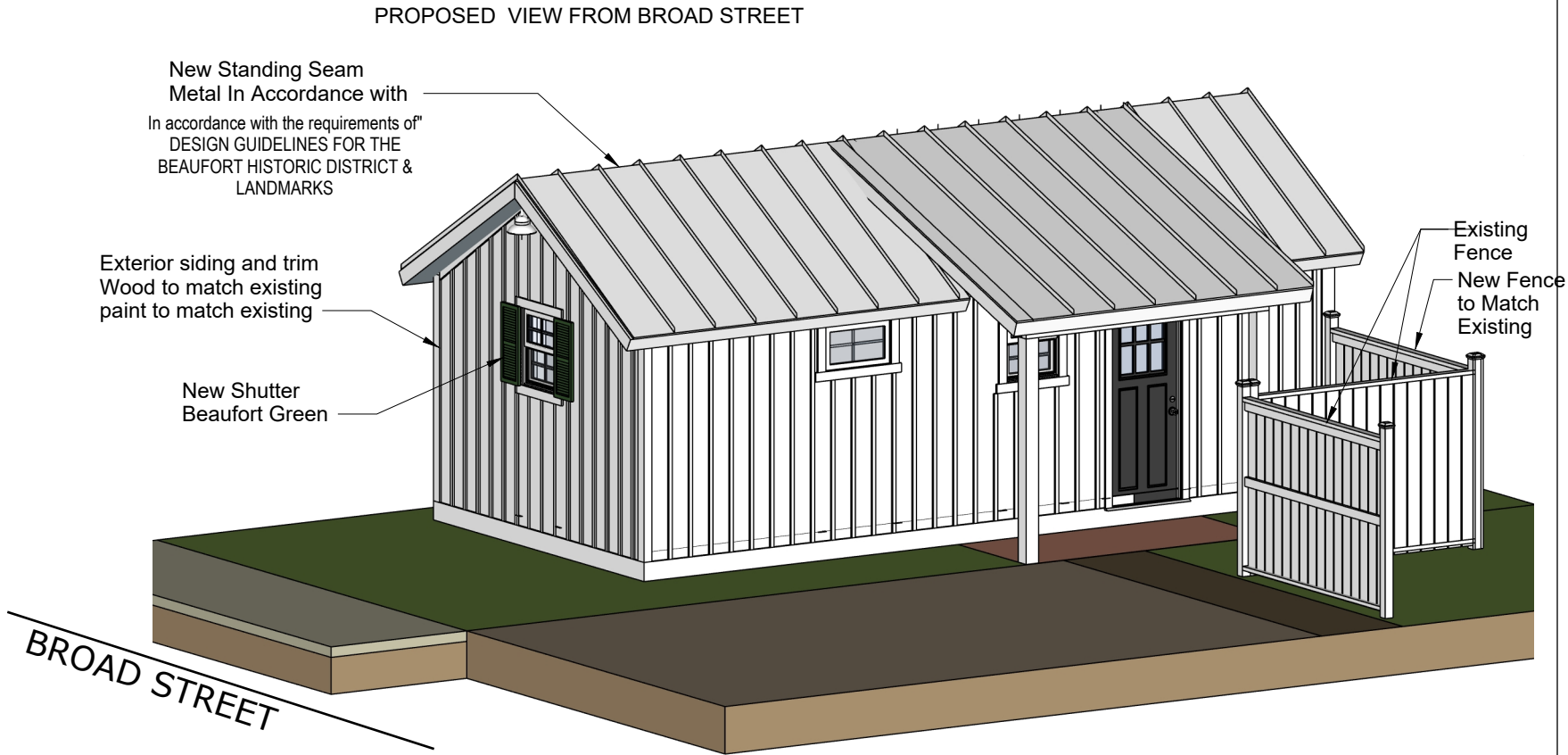


INTERIOR EXTERIOR

Anderson Series 100 Single Hung Windows



ENGLERT Metal Roofing from A-D Roofing (Dove Grey)



Comments in Support of Findings Required

We considered below the findings required per Section 20 of the Land Development Ordinance:

- Compatibility Standards for Special Uses in Residential Zones:
In deciding whether the architectural elements of the proposed special use in a residential zone will be compatible with the adjoining buildings, the BOC shall review said proposal in reference to the following architectural elements:
- a) Size (footprint); *The existing building footprint (approx. 12' x 25') will remain the same with the addition of a brick paver porch (4' x 9') will be added to the southwest rear side of the structure. Note: no changes to the building dimensions.*
 - b) Height; *The existing structure is approximately 12' high, a shed roof will be added to the rear half of the structure which will not change the height. Note: no changes to the roof height will be done within the 20' corner setback.*
 - c) Proportion and scale; *No significant changes will be made to the geometry of the existing structure.*
 - d) Roof shape(s); *A shed porch will be added outside the 20 corner setback. The Northernmost 5' of the existing roof will be rebuilt as it has settled approximately 3-1/2" and has deteriorated. The pitch of the main roof will remain the same (approximately 8:12). There will be no material geometric changes to the existing roof structure within the 20' corner setback.*
 - e) Setbacks; *217 Turner is on a the corner of Turner and Broad and has a 20' setback, which does tot allow significant changes within this setback.*
 - f) Location, size, and number of openings (doors and windows); *Are indicated on this document.*
 - g) Materials; *The existing 1945 structure was build using standard 2x4 and 2x6 studs and rafters. The structure has been repaired over the years with similar materials. The structure is sheathed with 1x8 vertical siding with 1x2 vertical battens. Rafters will be repaired with like materials. Some rafters will be "sistered" 2x6 or 2x8 as required. New Rafters on the dormer will be 2x6 and 2x8.*
 - h) Color; and, *the existing structure is white and will be repainted with matching paint. The new standing seam metal roof will be "Dove Gray".*
 - i) Texture. *The existing board and batten texture will be repaired and maintained. The existing shingle roof material will be replaced with standing seam metal.*

George Aiken, PE
217 Turner Street
Beaufort, NC
Tel: 919.279.2313

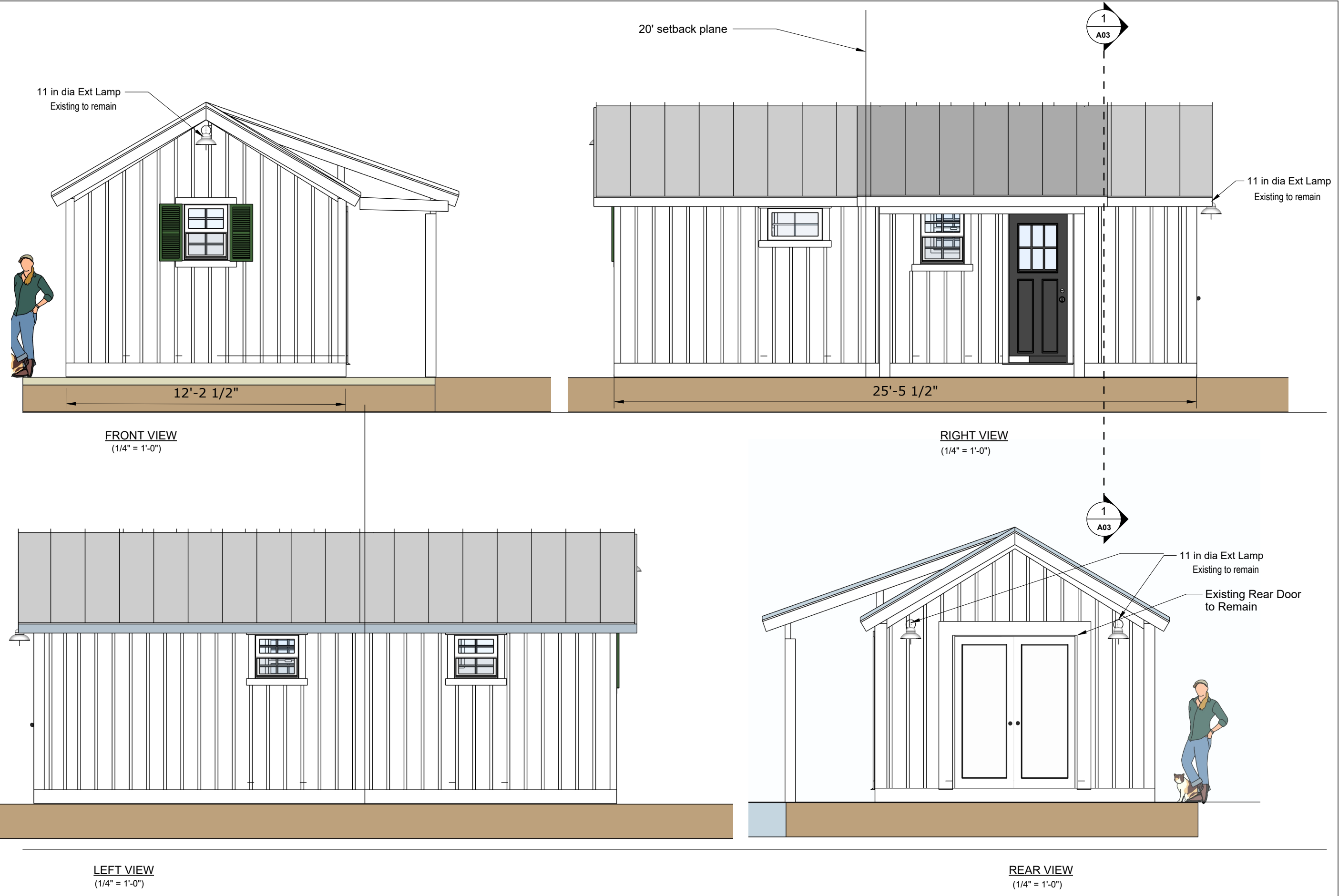
CLIENT
George G. Aiken
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Beaufort, NC 28516
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PROJECT
COA Submission for ADU
217 Turner Street

ISSUE
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DRAWN BY
GGA

NE Isometric
& Materials

A.01



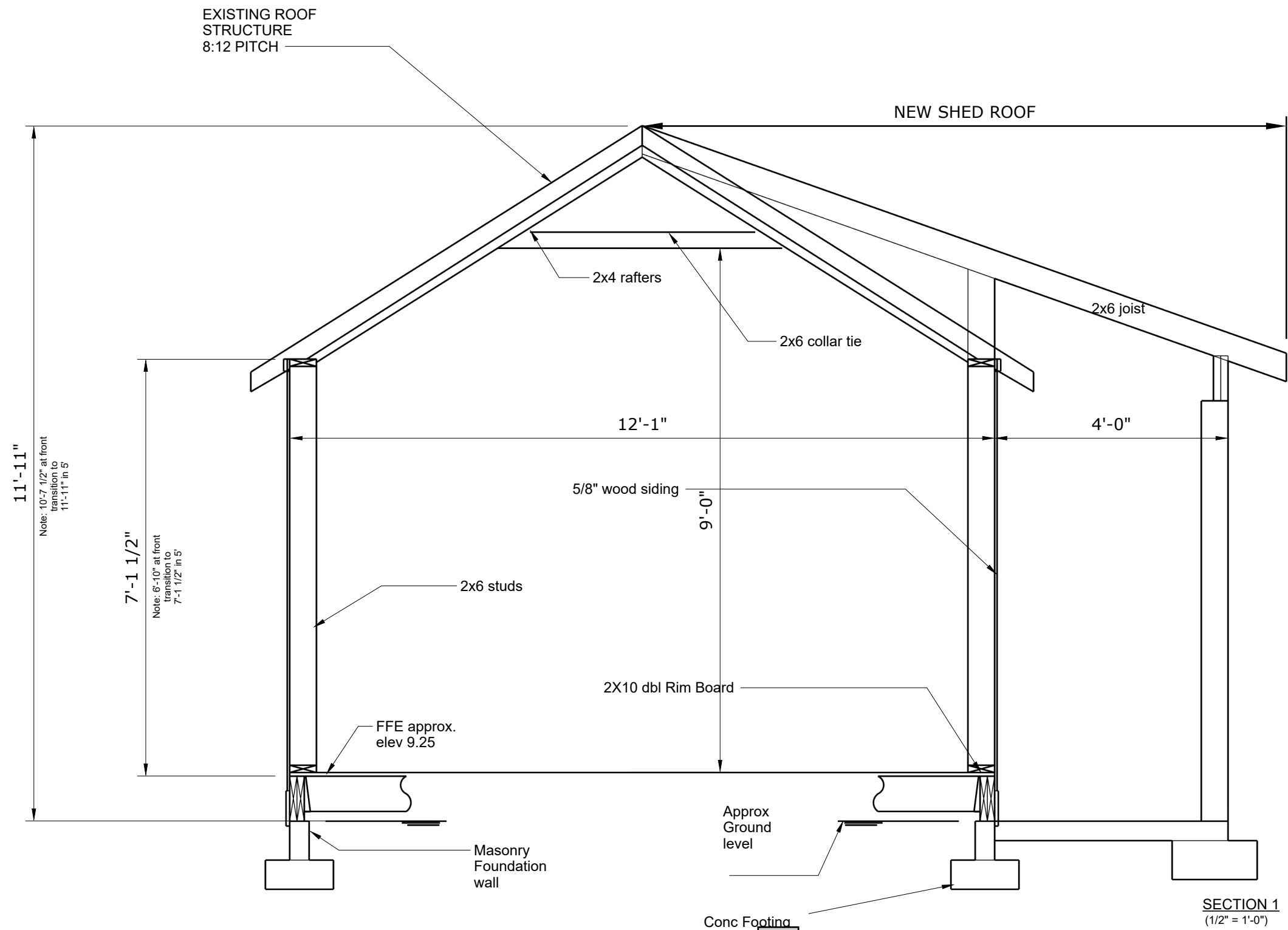
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Tel: 919.279.2313

PROJECT
COA Submission for ADU
217 Turner Street

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EXISTING AND PROPOSED SECTION
(1/2" = 1'-0")



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PROJECT
COA Submission for ADU
217 Turner Street

ISSUE
09.11.26
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GGA

SECTION

A.03



238 Conditioned Square Feet
64 Unconditioned Square Feet
 302 Total Square Feet



- 217 Turner Street Neighbor listing As of 7/19/26
- 311 Broad Street – Gabrielle and Addison Dascomb
- 312 Broad Street – Sharon and Charles Kralick
- 301 Turner Street – Benjamin and Grace Brown
- 214 Turner Street – County of Carteret
- 215 Turner Street – Hovey and Josephine Aiken
- 211 Turner Street – Mark C Benyunes

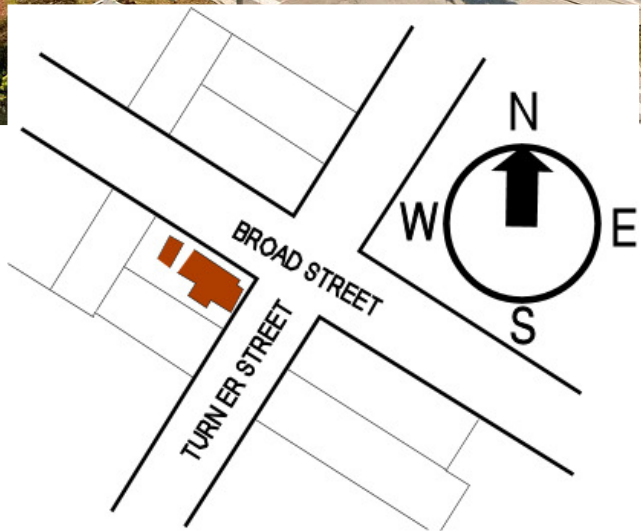
CLIENT
Aiken
217 Turner Street
Beaufort, NC, 28516
Tel: 704.763.3386

George G. Aiken, PE
411 Johnson Street
New Bern, NC, 28560
Tel: 919.279.2313

PROJECT
217 FRONT STREET ADDITION

ISSUE
MM.DD.YY

PHOTOGRAPHS OF
THE STREET SCAPE



George G. Aiken, PE
411 Johnson Street
New Bern, NC, 28560
Tel: 919.279.2313

CLIENT
Aiken
217 Turner Street
Beaufort, NC, 28516
Tel: 704.763.3386

PROJECT
217 FRONT STREET ADDITION

ISSUE
MM.DD.YY

AIREAL
PHOTOGRAPHS



EXISTING WEST VIEW

George G. Aiken, PE
411 Johnson Street
New Bern, NC, 28560
Tel: 919.279.2313

CLIENT
Aiken
217 Turner Street
Beaufort, NC, 28516
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PROJECT
217 FRONT STREET ADDITION

ISSUE
MM.DD.YY

AIREAL
PHOTOGRAPHS



BROAD STREET STREETScape



TURNER STREET STREETScape



SIDE LOT (SW) VIEW (approx. 1980's)

George G. Aiken, PE
411 Johnson Street
New Bern, NC, 28560
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CLIENT
Aiken
217 Turner Street
Beaufort, NC, 28516
Tel: 704.763.3386

PROJECT
217 FRONT STREET ADDITION

ISSUE
MM.DD.YY

STREET SCAPe
PHOTOGRAPHS



TOWN OF BEAUFORT ORDER APPROVING A SPECIAL USE PERMIT

The Board of Commissioners for the Town of Beaufort, having held an evidentiary hearing on June 8, 2026, to consider Case # 26-14, a request from George and Debbie Aiken, property owners of 217 Turner Street, to establish an Accessory Dwelling Unit in the existing accessory structure, and having heard all of the evidence and arguments presented at the hearing, makes the following **FINDINGS OF FACT** and draws the following **CONCLUSIONS**:

In accordance with Section 20 of the Town's Land Development Ordinance, the Board **FINDS** as follows:

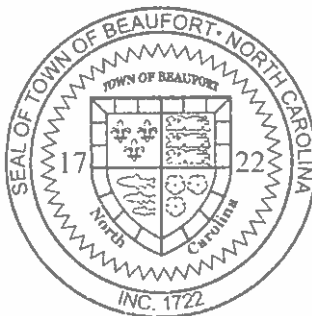
a) The proposed use is an allowable special use in the zoning district it is being located within; b) The application is complete; c) the location and character of the use will be in conformity with the Town's Comprehensive and CAMA Land Use Plan and other comprehensive planning elements; d) Streets, driveways, parking lots, traffic control, and any other traffic circulation features shall be designed and provided in accordance with current traffic engineering standards and Town regulations and found to be adequate for the proposed special use; e) The proposed special use will not substantially injure the value of adjoining or abutting properties; f) The proposed special use will be compatible and in harmony with adjoining land uses and the development patterns of the immediate area; and, g) The proposed use will not materially endanger the public health or safety of the community if located where proposed and developed according to the submitted and approved plan.

Therefore, on the basis of all the foregoing, **IT IS ORDERED** that the application for a **SPECIAL USE PERMIT** be **APPROVED TO ALLOW ESTABLISHMENT OF AN ACCESSORY DWELLING UNIT AT 217 TURNER STREET**.

Ordered this 13th day of July, 2026.


Elizabeth Lewis,
Clerk to the Board


Sharon E. Harker, Mayor





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, October 6, 2026 – 614 Broad Street – Train Depot

AGENDA CATEGORY: New Business
SUBJECT: Case # 26 - 31 618 Ann St – Side Porch Entrance
Enclosure and Flat Roof Modification

BRIEF SUMMARY:

The applicant wishes to install a side porch enclosure with a flat roof at 618 Ann Street.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Charlie Rocci

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Charles Rocci
Date: October 6, 2026
Case No. Case # 26-30 618 Ann Street – Side Porch Entrance Enclosure and Flat Roof Modification

Request: Install a side porch entrance enclosure (Pollock Street Side) with a flat roof.

Applicant: Owens Construction Inc.
 828 West Beaufort Road
 Beaufort, NC 28516

Property Information:

Owners: Judy Currin
Location: 618 Ann Street
PIN#: 730506295942000

Project Information:

618 Ann St.
 C
 1910
 (plaque)

According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 618 Ann Street, circa 1910. E. R. Guthrie House. 2-Story, gable and wing, Queen Anne house with plain siding, 2 interior brick chimneys, and 2/2 sash. Front pedimented gable has 2- story cutaway bay. 1-story porch has turned posts and railing and roof balustrade.

Proposed work:
 See Attached Application & Narrative

Material:
 See Attached Description and Photos

Porches and Entrances Guidelines

- 6.5.1. Retain and preserve historic porches, entrances and doorways including related features such as railings, posts or columns, ceilings, steps, lattice, flooring, piers, ornamental trim, and other character defining elements.
- 6.5.4. The enclosure or other alteration of original or historic front porches is not appropriate in the

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

- 6.5.7. 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.

Decks on Historic Buildings Guidelines

- 7.9.1. Locate decks only on the rear ground level of historic buildings or other ground-floor level where the deck is not visible from public view.
- 7.9.2. Design decks to eliminate physical or visual damage to significant historic architectural features.
- 7.9.3. Decks should be attached to the historic building so that they may be removed without significant damage.
- 7.9.4. Provide proper flashing and other details to reduce or eliminate moisture damage to the historic structure.
- 7.9.5. Decks may not be constructed on the roof of any historic structure in the historic district.

Additions to Historic Buildings Guidelines

- 7.8.1. Where possible, locate new additions at the side or rear so that they have a minimal impact on the façade and other primary elevation of the affected building or adjacent properties.
- 7.8.2. The overall proportions of a new addition should be compatible with the existing building in height, scale, size and massing so as not to overpower it visually. A new addition should never be taller or wider than the original structure unless required by code or a non-aesthetic functional requirement. Observe the principle of “additive massing” where the original structure remains dominant and the additions are adjoining and smaller masses.
- 7.8.3. The design elements of a new addition should be compatible with the existing building in terms of materials, style, color, roof forms, massing proportion and spacing of doors and windows, details, surface texture, and location. Contemporary adaptations of the original which clearly look like an addition and reflect the period of construction are encouraged.
- 7.8.4. Additions should be constructed so that they can be removed from the original building in the future without irreversible damage to significant features.
- 7.8.5. Vinyl, aluminum, or pressed wood are not appropriate on additions to historic buildings. Other substitute siding may be allowed. (SEE SIDING GUIDELINES)
- 7.8.6. Wood windows are most appropriate for new additions within the historic district; however, substitute window materials are acceptable for new additions provided the proposed windows meet the requirements set forth in the WINDOW AND DOORS guidelines.

- 7.8.7. Rooflines of new additions should be similar in form, pitch, and eave height to the roofline of the original building.

Case #26-30
618 Ann Street
Certificate of Appropriateness

1.



Carteret County, State of North Carolina DOT, Esri, HERE,
Garmin, INCREMENT P, USGS, EPA, USDA

<u>OWNER</u>	<u>Mailing Address</u>
BRASIER CHRIS E	2807 DEVON RD DURHAM, NC 27707
CURRIN JAMES BARON ETUX JUDY H	618 ANN STREET BEAUFORT, NC 28516
GURLEY MILLIE ADAMS	3400 WINDSOR WAY DURHAM, NC 27707
MOORE VIRGINIA CHADWICK L/T	114 POLLOCK STREET BEAUFORT, NC 28516
OXHOLM REBECCA B	7301 BAY HILL COURT RALEIGH, NC 27615
PEAL MARGARET ELIZABETH	619 ANN ST BEAUFORT, NC 28516
RAWLINS BENJAMIN III ETUX JUDI	6416 LAKEREST CT RALEIGH, NC 27612
REED G GRAY ETUX DEBORAH	122 DRAKE ROAD HAMPSTEAD, NC 28443
TILLER GABRIEL CODY	3929 BROWNING PLACE RALEIGH, NC 27609

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: Owens Construction, Inc.

Applicant Address: 828 West Beaufort Rd., Beaufort, NC 28516

Business Phone: 252-504-3100 Email/Cell: [REDACTED] 5

Property Owner Name: Judy Currin

Address of Property: 618 Ann St

Phone Number: 252-717-5866 Email/Cell: [REDACTED]

PROJECT INFORMATION

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

Enclosure of side porch entrance of home.

Additional flat roof modification to previously approved project.

Estimated Cost of Project: \$ 105,000

Year House Built: 1910

John Engelhard
Applicant Signature

2 Septemee 2026
Date

Judy Currin
Property Owner Signature (if different than above)

2 September 2026
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.

Porches and Entrances Guidelines

- 6.5.1. Retain and preserve historic porches, entrances and doorways including related features such as railings, posts or columns, ceilings, steps, lattice, flooring, piers, ornamental trim, and other character defining elements.
- 6.5.2. Repair, rather than replace, historic porch and entrance elements, wherever feasible. Use repair techniques which preserve historic material, including patching, epoxy repair, reinforcing, or splicing-in of new wood in place of deteriorated sections. Replacement elements should match the original in size, shape, pattern, color, and texture.
- 6.5.3. Use appropriate materials in the repair and restoration of historic porches. Woods that are naturally rot-resistant or treated will provide the greatest durability for exposed elements such as railings, steps, flooring, and floor framing. The use of pressure-treated wood is appropriate when painted within six months. The use of substitute material that duplicates the look and patina, and architectural detail is allowed.
- 6.5.4. The enclosure or other alteration of original or historic front porches is not appropriate in the historic district. The enclosure of porches at the rear, or other areas not seen from the public view, is appropriate if the enclosure is designed and constructed in a manner that preserves the historic character and features of the porch.
- 6.5.5. 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.
- 6.5.6. Using indoor-outdoor carpeting to weather-proof a porch floor is not permitted.
- 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.
- 6.5.9. Reconstruct missing porches or porch details based on accurate documentation of such features. Such documentation may include: evidence found on the subject building; historic photographs; or compatible details found on another porch in the district of the same period and general style. The owner shall provide the commission with such documentation in the application for a Certificate of Appropriateness.
- 6.5.10. 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).

618 Ann St.

Adjacent Property

Owners

REED GRAY

Physical Address: 616 Ann St., Beaufort, NC 28516

Mailing Address: 122 Drake Rd., Hampstead, NC 28443

GABRIEL TILLER

Physical Address: 113 Pollock St., Beaufort, NC 28516

Mailing Address: 3929 Browning Place., Raleigh, NC 27609

618 Ann Street

Property Photos

South Facing Front of Home



North Facing back porch

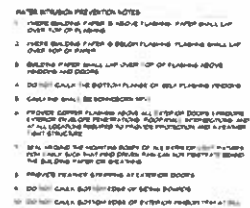


East Facing back porch



Former Porch enclosure

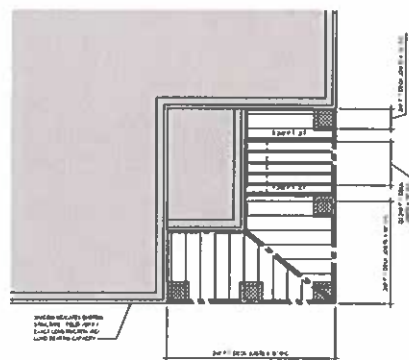




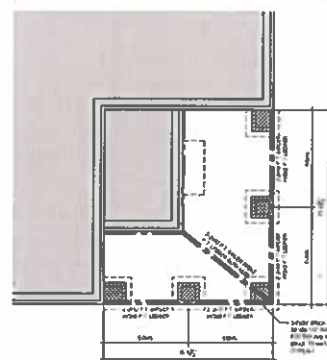
2 PARTIAL SIDE ELEVATION
130' SCALE 1/4"=1'-0"



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



2 FRAMING PLAN
SCALE 1/4"=1'-0"



1 FOUNDATION PLAN
SCALE 1/4"=1'-0"

PROJECT NO.	3220004
DATE	10/10/10
BY	10/10/10
CHECKED DATE	10/10/10
REVISION	
Curra Residence Renovation & Addition 618 Anne Street Beaufort, North Carolina 28516	
Christopher H. Hintze 100 Main Street Beaufort, NC 28516 252-728-0000 email: chh@hintzengroup.com	Christopher H. Hintze Chief Architect CHH Beaufort, NC
SHEET NO. 3101	

UPDATED DEPICTION WITH ROOF LINE CHANGES





828 West Beaufort Road
Beaufort, NC 28516
P/F 252.504.3163
www.occ-usa.com

Re: 618 Ann St
Currin Residence

Owens Construction wanted to give a further in-depth statement regarding the work to be performed at the above-mentioned address. Our initial intention to expand on the existing deck located on the side of the home in accordance with the original construction drawings provided. We previously stated that expansion will not increase further than the existing footprint of the home on that side, meaning, it will not extend past the corner of the main portion of the home nor will it extend further than the corner of the existing addition. Second, it is our intention to increase the living space of the existing addition of the home by enclosing in an additional 5 ft. This is the reason for expanding the porch area around it. Lastly, it should be noted, the handrail above our newly enclosed space is purely cosmetic to bring a symmetry in look and style to what exists on the front of the home, just further adding continuity and minimizing the appearance of an add-on. Our goal is to make it appear as this has always been apart of the original home. The home-owners requested change is a slight modification to what was previously approved but falls within all of the parameters previously stated. We are now shortening the width of the deck from 10' to 6' 6" which will now have a flat roof over top of that section only and the handrail and balusters previously discussed will now only be on top of the flat roof section. The flat roof section which is 6'6" wide and 16' long. The length is not being changed.

Respectfully,

A handwritten signature in cursive script that reads 'John Engelhard'.

John Engelhard
Project Manager

110 Orange Street

MATERIALS

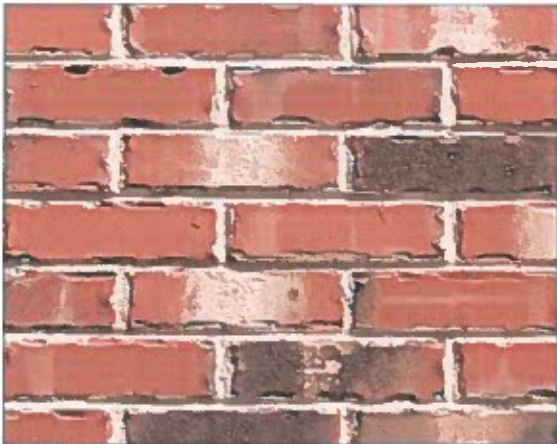
The roofing will be asphalt shingles matching both color and design as the existing.

All siding will match existing

Handrails and balusters will be wood.

Brick walkways will be Savannah brick:

SAVANNAH



Photography is intended to show the general appearance of the brick color.

A piece of the past.

Evocative of the worn cobblestone streets of Historic Savannah, GA, our Savannah brick is a gorgeous historic brick with a smooth red base, and charred black and off white accents.

This tumbled brick is offered as part of Triangle Brick Company's Premium tier, providing our customers with a superior level of product quality and consistency unmatched by our competitors.

BRICK SPECIFICATIONS

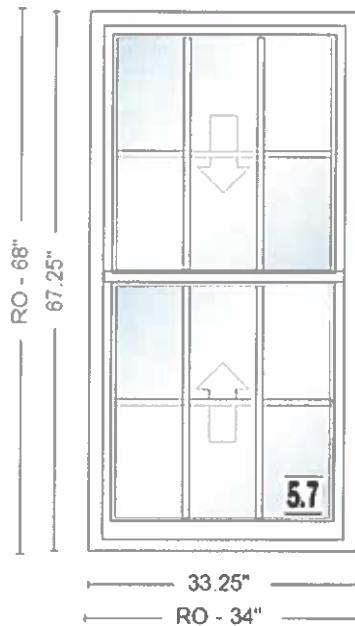
BRICK SIZE	DIMENSIONS INCHES (H x W x L)	NUMBER OF BRICK PER CUBE	APPROX DRY WEIGHT (each)	APPROX # PER SQ.FT.
FACE BRICK				
MODULAR	2 1/4 x 3 5/8 x 7 5/8	510	3.8 lbs	7
ENGINEER	2 3/4 x 3 5/8 x 7 5/8	410	4.7 lbs.	5.75

Complies with ASTM C-216, Grade SW, Type FBS. All brick are pre-blended then packaged using our Half Pack™ Technology.

110 Orange Street

MATERIALS (continued)

Windows to be used are Anderson A Series



Room: None Assigned

Item	Qty	Operation
100-1	3	AA

RO Size = 34" x 68"

Unit Size = 33 1/4" x 67 1/4"

Comments:

A Series Double-Hung, Low-E4 SmartSun, Standard , Grilles: Finelight, Specified Equal Light, Contour Finelight Grille Profile, No Simulated Check Rail, 3/4", White, White, 3W2H

Instructions to Manufacturer:

Unit #	U-Factor	SHGC	ENERGY STAR
A1	0.27	0.18	YES

Clear Opening/Unit #	Width	Height	Area (Sq. Ft)
A1	29.1875	29.0000	5.88000

TECHNICAL DATA BULLETIN

VersiWeld® TPO Reinforced Membrane



Overview

Versico's VersiWeld TPO reinforced membrane is a premium, heat-weldable, single-ply thermoplastic polyolefin (TPO) sheet designed for new roof construction and re-roofing applications. VersiWeld High Slope (HS) membrane is formulated with additional flame retardant for higher-slope fire code approvals. VersiWeld Plus is 80 mils (2.03 mm) thick for significantly higher strength and weatherability.

VersiWeld TPO membranes use advanced polymerization technology that combines the flexibility of ethylene-propylene (EP) rubber with the heat weldability of polypropylene. All VersiWeld TPO membranes include OctaGuard XT™, an industry-leading, state-of-the-art weathering package. OctaGuard XT technology enables VersiWeld TPO to withstand the extreme weatherability testing that is intended to simulate exposure to severe climates.

Physical properties of the membrane are enhanced by a strong polyester fabric that is encapsulated between the TPO-based top and bottom plies. The combination of the fabric and TPO plies provides high breaking and tearing strength, as well as excellent puncture resistance. The relatively smooth surface of the membrane produces a total surface fusion weld that results in a consistent, watertight, monolithic roof assembly. The membrane is environmentally friendly and safe to install.

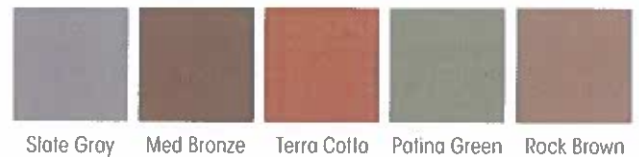
Features and Benefits

- Living Building Challenge "Red List Free" – Declare Label
- VersiWeld TPO is available in 4-, and 6-ft (121.92 cm and 182.88 cm) perimeter sheets and 8-, 10-, 12-, and 16-ft (243.84 cm, 304.80 cm, 365.76 cm, and 487.68 cm) VersiWeld field sheets*
- Outstanding puncture resistance and excellent fire resistant assemblies

- Environmentally friendly and stable formulation
- Excellent resistance to impact and low temperatures
- Excellent chemical resistance to acids, bases and restaurant exhaust emissions
- UL 2218 Class 4 hail rating
- Manufactured with non-halogenated flame retardants
- Exceptional resistance to heat, solar UV, ozone and oxidation
- Manufactured using a hot-melt extrusion process for complete scrim encapsulation
- Enhanced with the OctaGuard XT weathering package
- Standard Colors:



Special Colors:



* VersiWeld HS Special Color TPO membranes are available in limited sizes. Refer to Versico's VersiWeld TPO Color Palette Sell Sheet for details.



Sustainable Attributes

Versico Roofing Systems' focus has always been innovation – Innovation to solve problems, improve performance, reduce labor, and above all, improve sustainability. Versico is committed to driving sustainable and efficient processes in the design and manufacturing of our products.

- Up to 10% pre-consumer recycled content
- Fully recyclable when used in mechanically attached systems
- 3rd-party verified Environmental Product Declaration available
- NSF P151 certification for rainwater catchment**
- California Title 24 compliant***
- Free of Living Building Challenge red list chemicals

** White only, produced in Tooele, UT

*** White and Tan only



TECHNICAL DATA BULLETIN

VersiWeld TPO Reinforced Membrane

Wider is Better

Versico's 16-foot VersiWeld TPO delivers a leap in productivity on adhered and induction welded roofs by cutting down on the number of rolls needed and dramatically reducing the number of seams on the roof.



With fewer rolls to load, stage, and kick out, and fewer seams to weld, contractors can save significant time on each project, moving on to the next one sooner.

16-Foot TPO Benefits

- Fewer rolls to load and stage on a job saves crane time and labor at the beginning of each project
- Fewer rolls to position, kick out, and align during installation saves labor
- Up to 60% fewer seams vs. 10-foot TPO
- Fewer seams to weld, probe, and inspect, saving considerable time during installation
- Fewer T-joint patches to install on each roof
- Less waste and trash from packaging
- Less time spent on each project, allowing contractors to complete more roofs and grow their business

Installation

VersiWeld TPO roofing systems are quick to install, as minimal labor and few components are required. TPO systems are installed using an Automatic Heat Welder, making sheet welding fast, clean, consistent, and easy to learn, while reducing strain on the roofing technician.

Fully-Adhered – membrane is adhered to a suitable substrate utilizing an appropriate bonding adhesive

Mechanically Attached – membrane is attached to the roof deck over a suitable substrate utilizing plates and fasteners which are overlapped with membrane

Induction-Welded – membrane is attached over a suitable substrate via an induction welding tool being placed over the membrane where

a fastened TPO induction welding plate is located to weld the two components together

REVIEW CURRENT VERSICO SPECIFICATIONS AND DETAILS FOR SPECIFIC INSTALLATION REQUIREMENTS.

Precautions

- Sunglasses that filter out ultraviolet light are strongly recommended, as tan and white surfaces are highly reflective. Roofing technicians should dress appropriately and wear sunscreen.
- Surfaces may become slippery due to frost and ice buildup. Exercise caution during cold conditions to prevent falls. Exercise caution when walking on wet membrane. Membranes may be slippery when wet.
- Care must be exercised when working close to a roof edge when the surrounding area is snow-covered, as the roof edge may not be clearly visible.
- Use proper stacking procedures to ensure sufficient stability of the rolls.
- Store membrane in the original undisturbed plastic wrap in a cool, shaded area and cover with light-colored, breathable, waterproof tarpaulins. Membrane that has been exposed to the weather must be prepared with Weathered Membrane Cleaner prior to hot-air welding.
- Take care not to stand or place heavy objects on the edge of folded-over membrane, as this could cause a hard crease in the membrane.
- Maximum sustained temperature not to exceed 160°F (71°C) for TPO membrane.
- Do not use razor blades or other sharp tools to cut the APEEL Protective Film while it is still adhered to the TPO membrane as damage to the underlying membrane may occur. Pull the protective film away from the membrane prior to cutting.
- Remove APEEL Protective Film by pulling towards the center of the roof. Do not remove the film by pulling towards the roof edge.
- A static electric charge may develop when removing APEEL Protective Film from the surface of the membrane sheet. To avoid the possibility of ignition, lids must be closed on any flammable products and a fire extinguisher should be readily available.
- Color membranes will 'fade' over time mainly due to the ultraviolet portion of sunlight. Since most roof surfaces are exposed to variable sunlight, some areas will be more susceptible to color changes caused by UV fading. Warranties for color membranes do not cover fading of colors.

Extreme Testing for Severe Climates

ASTM Standard D6878 is the material specification for Thermoplastic Polyolefin-Based Sheet Roofing. It covers material property requirements for TPO roof sheeting and includes initial and aged properties after heat and xenon-arc exposure. As stated in the scope of the standard, "the tests and properly limits used to characterize the sheet are values intended to ensure minimum quality for the intended purpose." Versico's goal is to produce TPO that delivers maximum performance for the intended purpose of roofing



TECHNICAL DATA BULLETIN

VersiWeld TPO Reinforced Membrane

membranes. Maximum performance requires the membrane to far exceed the requirements of ASTM D6878.

Heat Aging accelerates the oxidation rate that roughly doubles for each 18°F (10°C) increase in roof membrane temperature. Oxidation (reaction with oxygen) is one of the primary chemical degradation mechanisms of roofing materials.

Versico Testing – Heat Aging

	ASTM Requirement	VersiWeld Requirement
ASTM Test 240°F	32 weeks**	>128 weeks

** Heat exposure comparable to 3,120 weeks (60 years) at 185°F for 8 hours/day.

- Test specimen is a 2" by 6" (50.8 mm by 152.4 mm) piece of 45-mil (1.14 mm) membrane unbacked, placed in circulating hot-air oven.
- Criterion – no visible cracks after bending aged test specimen around 3" (76.2 mm) diameter mandrel.

Q-Trac testing combines accelerated weathering with real-world conditions using an array of ten mirrors to reflect and concentrate full spectrum sunlight onto membrane test specimens. The Q-Trac device automatically tracks the sun's path from morning to night. Also, it adjusts to compensate for seasonal changes in the sun's altitude. Eight years in Q-Trac testing is equal to 40 years of real-world exposure. Versico requires its VersiWeld TPO membranes to pass the equivalent of 40 years of exposure in the Q-Trac.

Versico Testing – Q-TRAC

	ASTM D6878 Requirement	VersiWeld Requirements
ASTM Test N/A	N/A	Equivalent of 40 years of exposure

Environmental Cycling subjects the membrane to repeated cycles of heat aging, hot-water immersion, and xenon-arc exposure.

- ASTM requirement – none
- Versico Extreme test*:
 - 10 days heat aging at 240°F (116°C) followed by
 - 5 days water immersion at 158°F (70°C) followed by
 - 5,040 kJ/m² (2000 hours at 0.70 W/m² irradiance) xenon-arc exposure

* Test specimen is 2.75" (69.85 mm by 140 mm) by 5.5" piece of membrane with edges sealed.

* Criterion – after 3 complete cycles, test specimens shall remain flexible and not have any cracking under 10x magnification while wrapped around a 3" (76.2 mm) diameter mandrel.

Supplemental Approvals, Statements and Characteristics:

1. VersiWeld TPO meets or exceeds the requirements of ASTM D6878 Standard Specification for Thermoplastic Polyolefin-Based Sheet Roofing.
2. VersiWeld TPO membranes conform to requirements of the US E.P.A. Toxic Leachate Test (40 CFR part 136) performed by an independent analytical laboratory.
3. VersiWeld TPO was tested for dynamic puncture resistance per ASTM D5635-04 using the most recently modified impact head. 45-mil (1.14 mm) was watertight after an impact energy of 12.5 J (9.2 ft-lbf) and 60-mil (1.52 mm) was watertight after 22.5 J (16.6 ft-lbf). 80-mil (2.03 mm) Plus was watertight after an impact energy of 30.0 J (22.1 ft-lbf).
4. All FM approved assemblies have been tested to pass FM 4470 for foot traffic resistance.

Optional APEEL™ Protective Film:

Shield Versico's VersiWeld TPO membrane from dirt and scuffs during installation with APEEL Protective Film. Durable and easy to remove, APEEL eliminates the need for rooftop cleaning upon project completion.



- Ideal for re-roofing, re-cover, and new construction projects
- Simple and easy to remove
- Saves time and money when compared to pressure washing
- Protecting from dirt maintains maximum membrane reflectivity and long-term performance

Installation

Simply order membrane with APEEL, install, and remove the film to reveal a clean, new roof.

- APEEL Protective Film should be removed from within areas that are to be heat-welded together. In areas that do not require heat-welding, the APEEL Protective Film can be left in place for up to 90 days without degrading due to its excellent heat- and UV-resistance.
- When the installation of the entire TPO roofing system is complete, remove and discard the APEEL Protective Film.



TECHNICAL DATA BULLETIN

VersiWeld TPO Reinforced Membrane

Typical Properties and Characteristics

Physical Property	ASTM D6878 Requirement	45-mil (1.14 mm)	60-mil (1.52 mm)	80-mil Plus (2.03 mm)
Tolerance on Nominal Thickness, % ASTM D751 test method	+15, -10	± 10	± 10	± 10
Thickness Over Scrim, in. (mm) ASTM D7635 optical method, average of 3 areas	0.015 min (0.380)	0.018 typical (0.457)	0.024 typical (0.610)	0.034 typical (0.864)
Breaking Strength, lbf (kN) ASTM D751 grab	220 (976 N) min	225 (1.0) min 320 (1.4) typical	250 (1.1) min 360 (1.6) typical	350 (1.6) min 425 (1.9) typical
Elongation Break of Reinforcement, % ASTM D751 grab method	15 min	15 min 25 typical	15 min 25 typical	15 min 25 typical
Tearing Strength, lbf (N) ASTM D751 proc. B 8 in. x 8 in.	55 (245) min	55 (245) min 130 (578) typical	55 (245) min 130 (578) typical	55 (245) min 130 (578) typical
Brittleness Point, °F (°C) ASTM D2137	-40 (-40) max	-40 (-40) max -50 (-46) typical	-40 (-40) max -50 (-46) typical	-40 (-40) max -50 (-46) typical
Linear Dimensional Change, % ASTM D1204, 6 hours at 158°F	± 1 max	± 1 max -0.2 typical	± 1 max -0.2 typical	± 1 max -0.2 typical
Ozone Resistance, no cracks 7X ASTM D1149, 100 pphm, 168 hrs	PASS	PASS	PASS	PASS
UV Exposure (Xenon Arc), no cracks 7X ASTM G155, min. exposure 10,080 kJ/m ² (4,000 hrs - 0.70 W/m ²)	PASS	PASS	PASS	PASS
Water Absorption Resistance, mass % ASTM D471 top surface only 166 hours at 158°F water	± 3.0 max	± 3.0 max 0.90 typical	± 3.0 max 0.90 typical	± 3.0 max 0.90 typical
Factory Seam Strength, lbf (N) ASTM D751 grab method	66 (290) min	66 (290) min	66 (290) min	66 (290) min
Field Seam Strength, lbf/in (kN/m) ASTM D1876 tested in peel	No requirement	25 (4.4) min 50 (8.8) typical	25 (4.4) min 60 (10.5) typical	40 (7.0) min 70 (12.3) typical
Water Vapor Permeance, Perms ASTM E96 proc. B	No requirement	0.10 max 0.05 typical	0.10 max 0.05 typical	0.10 max 0.05 typical
Puncture Resistance, lbf (kN) FTM 101C, method 2031 (see supplemental section)	No requirement	250 (1.1) min 325 (1.4) typical	300 (1.3) min 350 (1.6) typical	400 (1.8) min 450 (2.0) typical
Properties After Heat Aging ASTM D573, 32 weeks @ 240°F or 8 weeks @ 275°F No cracking when bent around 3" diameter mandrel Weight Change, %	PASS No cracking ± 1.5 max	PASS No cracking 1.0 max	PASS No cracking 1.0 max	PASS No cracking 1.0 max
Typical Weights lb/ft ² (kg/m ²)		0.25	0.33	0.45

Typical properties and characteristics are based on samples tested and are not guaranteed for all samples of this product. This data and information is intended as a guide and does not reflect the specification range for any particular property of this product.

TECHNICAL DATA BULLETIN

VersiWeld TPO Reinforced Membrane

LEED® Information

Pre-consumer Recycled Content	10%
Post-consumer Recycled Content	0%
Manufacturing Location	Senatobia, MS Tooele, UT Carlisle, PA
Solar Reflective Index (SRI)	99 (white) 86 (tan)

Radiative Properties for Cool Roof Rating Council (CRRC) and LEED

	Test Method	White TPO	Tan TPO	Gray TPO
CRRC – Initial solar reflectance	ASTM C1549	0.79	0.71	0.46
CRRC – Solar reflectance after 3 years	ASTM C1549 (uncleaned)	0.70	0.64	0.43
CRRC – Initial thermal emittance	ASTM C1371	0.90	0.86	0.89
CRRC – Thermal emittance after 3 years	ASTM C1371 (uncleaned)	0.86	0.87	0.88
LEED – Thermal emittance	ASTM E408	0.9	0.86	0.85
SRI – Initial (Solar Reflectance Index)	ASTM E1980	99	86	52
SRI – 3 year aged (Solar Reflectance Index)		85	77	49

Radiative Properties (Initial) for Special Colors

	Reflectance	Emittance	SRI
Medium Bronze	0.28	0.86	29
Rock Brown	0.25	0.87	26
Slate Gray	0.38	0.87	42
Terra Cotta	0.25	0.86	25
Patina Green	0.25	0.88	25

Solar Reflectance Index (SRI) is calculated per ASTM E1980. The SRI is a measure of the roof's ability to reject solar heat, as shown by a small temperature rise. It is defined so that a standard black (reflectance 0.05, emittance 0.90) is 0 and a standard white (reflectance 0.80, emittance 0.90) is 100. Materials with the highest SRI values are the coolest choices for roofing. Due to the way SRI is defined, particularly hot materials can even take slightly negative values and particularly cool materials can even exceed 100.



A SINGLE SOURCE FOR SINGLE-PLY ROOFING

800.992.7663 • www.versico.com



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, October 6, 2026 – 614 Broad Street – Train Depot

AGENDA CATEGORY: New Business
SUBJECT: Case # 26-31 315 Ann Street – Remove Pecan Tree and Plaque Application

BRIEF SUMMARY:

Remove Pecan Tree between driveway and house which staff has identified as “major hard landscaping in public view” which requires a Certificate of Appropriateness. Mr. Durham has also requested review of a Historic Plaque Application which was previously submitted.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Charles Rocci

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Charles Rocci
Date: September 15, 2026
Case No. Case # 26-31 315 Ann Street – Remove Pecan Tree and Historic Plaque

Request: Remove Pecan Tree located in the front yard between the house and driveway. Consider Historic Plaque Application for 315 Ann Street.

Applicant: David Durham
 315 Ann Street
 Beaufort, NC 28516

Property Information:

Owners: David Durham
Location: 315 Ann Street
PIN#: 730617105766000

Project Information:

The applicant is proposing to remove a 27.4 inch diameter Pecan Tree located approximately 15 feet from the foundation of the residence and directly adjacent to the recently installed driveway.

315 Ann St.
C
 c. 1910

House. 2-Story, 4-bay, Queen Anne/Colonial Revival house with deck-on-hip roof, front cross gable, and upper front bay window. Plain siding and wrap-around porch with Doric columns. Windows with molded caps, Queen Anne traceried upper sashes and plain lower sashes. Appears on Sanborn's 1913 map, but not on the 1908 map. (SM)

C Garage. c. 1930. 1-Story, front gabled frame garage.

Proposed work:
 See Attached Application & Narrative

Material:
 See Attached Description and Photos

Landscaping Guidelines

81.1. Preserve and maintain historic public and private landscapes that contribute to the character of

the historic district, including open spaces, streetscapes, and yards.

812. Preserve and maintain the individual components and historic features that contribute to Beaufort's historic character, including: mature trees, ornamental trees, and hedge rows.
813. 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.
814. 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.

Case #26-31
315 Ann Street
Certificate of Appropriateness



Carteret County, State of North Carolina DOT, Esri, HERE,
Garmin, INCREMENT P, USGS, EPA, USDA

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.

Please print!

Phone Number: _____ Email/Cell: _____

Remove Tree- See Attachment 1

Property Owner Signature (if different than above) Date

OFFICE USE ONLY

91

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.

MEMORANDUM

To: Town of Beaufort – Planning & Inspections / Historic Preservation Commission
From: David Durham, Owner – 315 Ann Street
Date: September 10, 2026
Re: Mature Pecan Tree – Proximity to Residence, Foundation, Vehicles, and Safety Concerns

PURPOSE

This memorandum is provided in support of the request to remove the mature pecan tree located in the driveway at **315 Ann Street, Beaufort, North Carolina**.

The tree is approximately **86 inches in circumference at its base**, equivalent to approximately **27.4 inches in diameter**, and is located approximately **15 feet from the foundation of the residence**.

Because of the tree's mature size, location, and proximity to the residence and driveway, several university Cooperative Extension sources provide relevant guidance concerning appropriate separation between mature pecan trees and structures.

UNIVERSITY EXTENSION GUIDANCE

Oklahoma State University Cooperative Extension

Oklahoma State University states that pecan trees can reach approximately **70 feet in height**, with a root system that can extend approximately as wide as the tree is tall. Its home-landscape guidance recommends that pecan trees be planted **at least 40 to 60 feet away from buildings and power lines**.

This recommendation is substantially greater than the approximately **15-foot separation** that exists at 315 Ann Street.

University of Georgia Cooperative Extension

The University of Georgia's pecan specialist similarly advises that pecan trees should not be planted too close to buildings or power lines and recommends providing **40 to 60 feet of space on all sides**.

UGA's home-orchard guidance also emphasizes that pecan trees should be located well away from structures because of their ultimate mature size.

Texas A&M AgriLife / Ask Extension

An Extension response specifically addressing the construction of a home near established mature pecan trees states that **20 to 30 feet may be the minimum** separation. The response identifies the risk from large pecan branches, noting that pecan wood can be relatively weak and that large branches can fail without warning, creating hazards to roofs and vehicles. It also cautions against having large branches extend over driveways, structures, and homes.

APPLICATION TO 315 ANN STREET

The tree at 315 Ann Street is approximately:

- **86 inches in circumference**
- **27.4 inches in diameter**
- **Approximately 15 feet from the residence foundation**
- A mature pecan tree with a substantial established canopy and root system

The 15-foot distance is therefore considerably less than the **20–30 foot minimum referenced by the Texas A&M Extension response** and substantially less than the **40–60 foot separation recommended by Oklahoma State University and University of Georgia guidance for pecans near structures.**

ADDITIONAL SAFETY AND PROPERTY CONCERNS

The proximity of this particular tree presents concerns beyond its root system.

The mature canopy is located in close proximity to the residence and driveway, creating potential exposure to **falling limbs and branches**. The Texas A&M Extension guidance specifically identifies large pecan branches as a safety concern for roofs, vehicles, driveways, and people.

The tree also produces significant quantities of pecans that fall onto the paved driveway and pedestrian areas. Accumulation of nuts on these surfaces can create a **slip and trip hazard**.

Additionally, the tree is the source of recurring **sap, organic material, and tree-dropping deposits** that have affected vehicles parked in the driveway. Professional detailing has been unable to completely remove the resulting spotting and staining, creating the potential need for more aggressive paint-correction procedures.

CONCLUSION

A mature pecan approximately 27.4 inches in diameter is located only 15 feet from the residence foundation, with its mature canopy and root system immediately adjacent to the home and driveway.

University Extension guidance recommends considerably greater separation for pecans near structures, ranging from **20–30 feet as a minimum in one Extension response to 40–60 feet in Oklahoma State and University of Georgia guidance.**

In addition to the proximity to the foundation, the tree presents ongoing concerns involving **falling limbs, vehicles, pedestrian safety from fallen pecans, recurring organic deposits, and the potential for future property damage.**

For these reasons, I respectfully request that the Town consider the tree's **size, location, proximity to the residence, mature root system, canopy, safety hazards, and documented effect on vehicles** when evaluating the request for removal.

Sources:

1. Oklahoma State University Cooperative Extension, *Managing Pecans in the Home Landscape*.
2. University of Georgia Cooperative Extension, *Early Planting Decisions Important to Pecan Trees*
3. University of Georgia Cooperative Extension, *Pecan Trees for the Home or Backyard Orchard*.
4. Ask Extension / Texas A&M AgriLife Extension, *Building New House Near Mature Pecan Trees*.

Respectfully submitted,

David Durham

Owner

315 Ann Street

Beaufort, North Carolina

8.1.3.

Preserve and maintain mature street trees. When removal or replacement is necessary, replace

with long lived tree species with large canopies that will provide a similar canopy and form as

a street tree. Replacement tree species should be appropriate for the district.

Suggested species

include: oak, sycamore, pecan, maple, ginkgo (male only), Chinese elm, cedar (j u n i p e r) ,

hickory, Yaupon holly or American holly.

8.1.4.

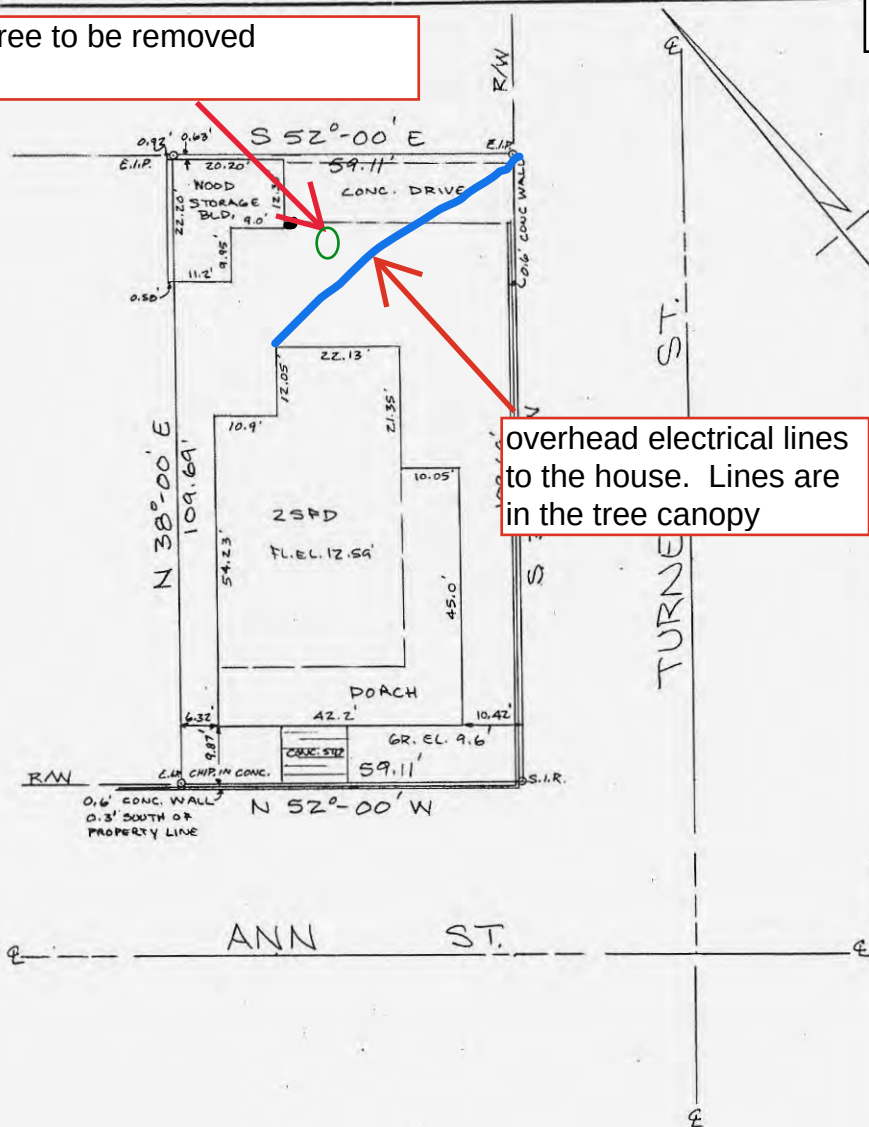
Plant smaller trees species in the planting strips adjacent to public streets only if utility lines or

other overhead obstructions exist. Use species such as crape myrtle, cedar, dogwood, redbud,

Carolina cherry laurel and sweet bay magnolia.

Boundaries of Beaufort Local Historic District
Source: Town of Beaufort





REF: BEING PART OF LOT 73
OLDE TOWN BEAUFORT
DEED BOOK 259 PAGE 549

I certify that on 10-31-1985, I surveyed the property shown on this plat; that the property lines and location of all structures are accurately shown; that the structure located on the property Does Not encroach on any adjacent property and that the structure on the adjacent property Does Not encroach on the premises surveyed.

RICHARD A. COLLINS

BEAUFORT TWP. CARTERET CO., N.C.

SCALE

COLLIER SURVEY COMPANY

DATE _____

408 ARENDELL STREET / P.O. BOX 3460

10-31

MOREHEAD CITY, NORTH CAROLINA 28557

FILE

OFFICE (919) 726-1464

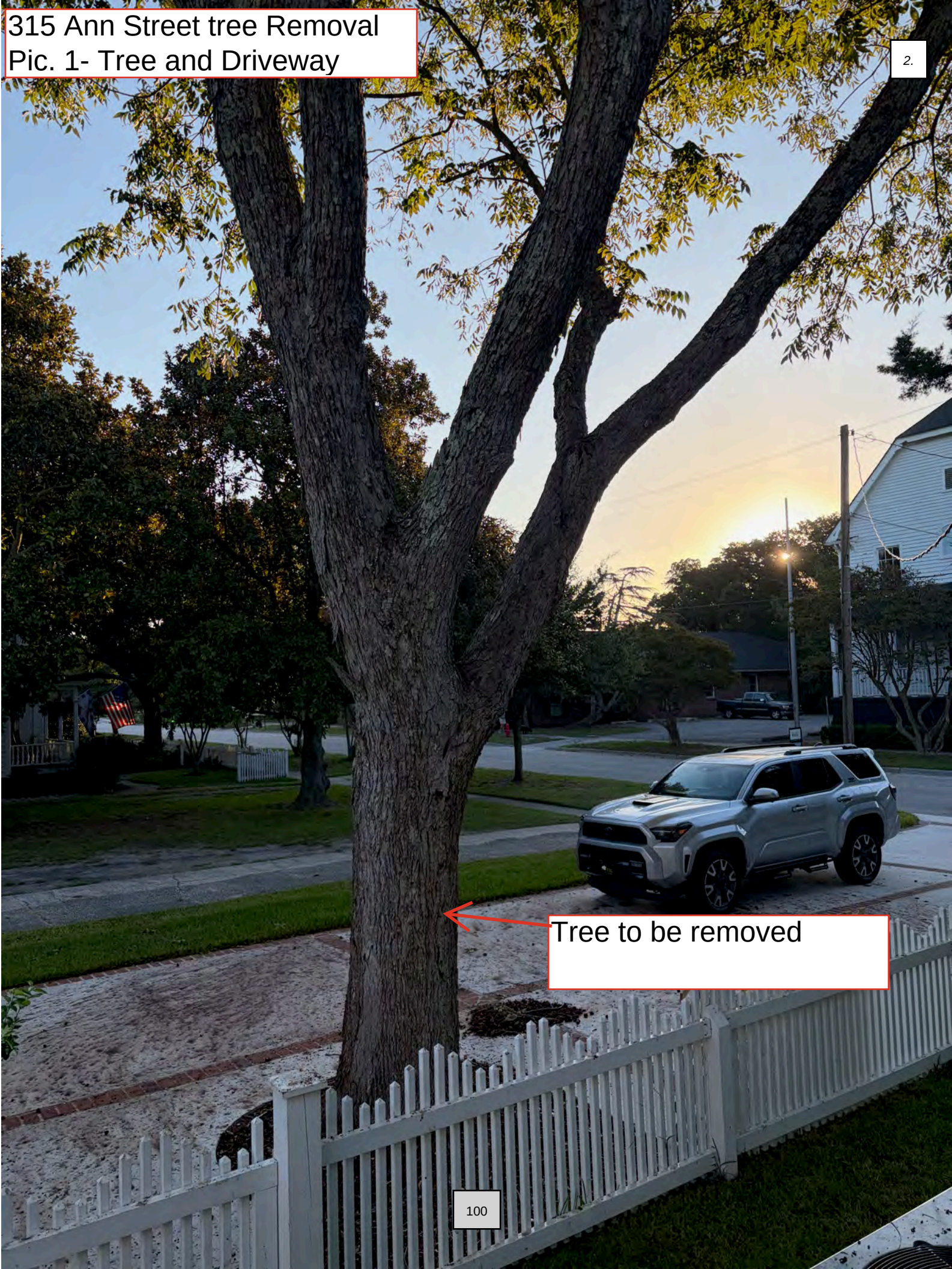
RESIDENCE (919) 247-6983

TOLL FREE 1-800-682-4316

Collier, R.L.S.

Adjacent Property Owner For 315 Ann Street COA

- West and North Property Owner – Liz Waine. Mailing address 313 Ann Street Beaufort NC 28516
- South – Ann Street
- East – Turner Street



315 Ann Street Tree Removal

Pic 2

3 days of accumulation on side walk
to door

2.





315 Ann Street - Pic 3

Stain from tree on white paint- Fence, house
and garage

2.



315 Ann Street Tree removal Pic 5

Power lines in tree canopy



WASH WAGON

John May, Owner
Automotive Detailing & Paint Correction

September 9, 2026

To Whom It May Concern:

RE: 2026 Lexus LX600 – Pecan Tree Damage

I am writing regarding a **2026 Lexus LX600** that is regularly and professionally detailed and maintained by Wash Wagon. The vehicle was in for its regularly scheduled detailing service when we observed significant spotting and residue on the exterior finish caused by the **pecan tree located in the driveway at 315 Ann Street, Beaufort, North Carolina.**

The deposits from the tree, including **sap, organic material, and tree droppings**, have adhered to the vehicle's factory clear coat. **Despite using more extensive cleaning and decontamination methods than would normally be required during a routine professional detail, the vehicle will not completely clean up.** Spots and areas of staining and etching remain on the clear-coat surface.

Further correction may require **clay-bar treatment, machine polishing, buffing, and other advanced paint-correction procedures.** However, **there is no guarantee that the stains and etching can be completely removed, even with these more advanced cleaning and correction methods.** More aggressive correction also carries the risk of removing additional factory clear coat and affecting the long-term protection of the finish.

Based upon our professional inspection, **the pecan tree in the driveway is the source of the deposits causing the damage to the vehicle's finish.** Continued exposure will increase the likelihood of additional staining and etching.

Please feel free to contact me if additional information is required.

Sincerely,

John May



Owner – Wash Wagon
Automotive Detailing & Paint Correction



 initial

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 Durham

Address
315 Ann Street

Telephone number
252-241-8753

2. Address of Property
315 Ann Street

3. Year building/structure was built
1910

4. Builder's name (if known)
N/A

5. Architect's name (if known)
N/A

6. First Owner (if known)
Winfield Scoot Chadwick

7. Describe architectural style of building
The home's overall design draws from Queen Anne and Colonial Revival styles with Tudor Revival or Gothic Revival detailing. These stylistic blends were typical of homes built between 1895–1915 in small Southern towns like Beaufort.
8. Important or interesting facts about the building/structure (can be answered on a sheet of paper.)
A prominent feature of the house is the original upper sash pointed arch muntins (also sometimes referred to as lancet-style). This detail is less common than traditional diamond panes and often seen in homes that were built in the early 20th-century transitional design time between Queen Anne style and the emerging Colonial Revival movements. The lower sash remains traditional and operable, they are paired with paneled interior shutters for privacy and ventilation

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?

Original windows with counter weights. Balloon framing . House built on brick piers, later addition of brick enclosed the crawl space. Plaster walls. knob and tube wiring in attic and under the house.

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

Sanborn Map dated 1908 shows previous house as "ruins of fire"
Sanborn Map dated 1913 shows the lot divided and the (2) Chadwick houses constructed on a now divided lot.. Documentation attached

ADJACENT PROPERTY OWNERS

Name: West side - Liz Waine. _____
Address: Mailing address 313 Ann Street Beaufort NC 28516 _____
South – Ann Street _____
Phone: 252-808-5596 _____

Name: North side - Liz Waine.
Address: Mailing address 313 Ann Street Beaufort NC 28516 South – Ann
Street
Phone: 252-808-5596

Name: East side. N/A - Turner Street
Address: _____
Phone: _____

Name: South side. - Ann Street _____
Address: _____
Phone: _____

Name: _____
Address: _____
Phone: _____

Name: _____
Address: _____
Phone: _____

GUIDELINES FOR OBTAINING PLAQUES

(from the *Design Guidelines for the Beaufort Historic District & Landmarks*)

PURPOSE:

1. To identify structures worthy of note.
2. To encourage recognition of this fact by preservation and appreciation.
3. To become aware of other historic facts through the research required to obtain a plaque.

ELIGIBILITY:

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

PROCEDURE:

Formal written request is to be submitted to the Beaufort Historic Preservation Commission (BHPC). In the request should be the documentation as outlined below.

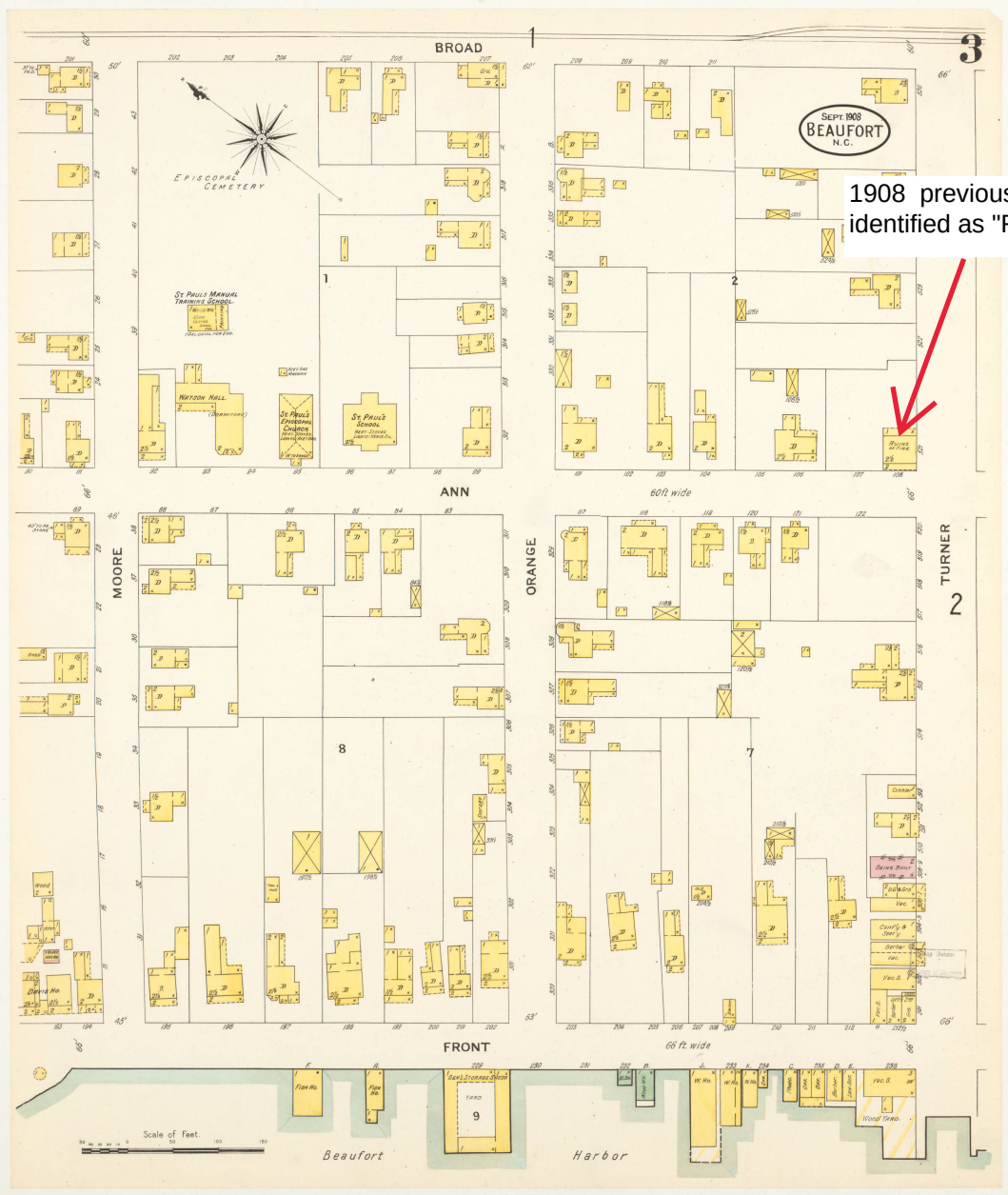
DOCUMENTATION:

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

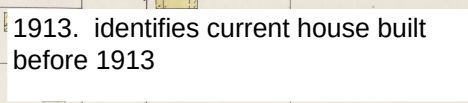
- Written proof of the date of construction or the earliest date of reference in the tax records to show that the structure existed.
- Any records can be used to substantiate the existence of the structure, including early maps of the area, or other comparable documentation (with verification by outside sources if necessary) at the 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 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:

- 4.1.1 If the request to obtain a plaque is granted, the applicant will receive a written letter from the Beaufort Historic Preservation Commission. The letter will state the earliest name and date as determined by the Commission. No other information may be placed on the plaque.
- 4.1.2 The applicant will be responsible for the expenses of the plaque for and its maintenance. Once a plaque is received by the applicant, it is the responsibility of the owner/applicant not to make changes that would alter the architectural integrity of the plaqued structure.
- 4.1.3 The plaque should be to the exact specifications of the Commission. If future changes of the plaqued structure not appropriate to the original documentation which govern the plaque issued, the Commission has the right to request the removal of the plaque.



1908 previous structure identified as "Ruins of Fire"



NPS Form 10-168 (Rev. 6/2023)
National Park Service
OMB Control No. 1024-0009

HISTORIC PRESERVATION CERTIFICATION APPLICATION
PART 1 – EVALUATION OF SIGNIFICANCE



Instructions: This page must bear the applicant's original signature and must be dated. The National Park Service certification decision is based on the descriptions in this application form. In the event of any discrepancy between the application form and other, supplementary material submitted with it (such as architectural plans, drawings and specifications), the application form takes precedence. A copy of this form will be provided to the Internal Revenue Service.

NPS Project Number

49956

1. **Historic Property Name** Chadwick House
Street 315 Ann Street
City Beaufort County Carteret State NC Zip 28516
Name of Historic District or National Register property Beaufort Historic District
☒ National Register district ☐ certified state or local district ☐ potential district ☐ National Register property

2. **Nature of Request** (check only one box)
☒ certification that the building contributes to the significance of the above-named historic district or National Register property for rehabilitation purposes.
☐ certification that the building contributes to the significance of the above-named historic district for a charitable contribution for conservation purposes.
☐ certification that the building does not contribute to the significance of the above-named district or National Register property.
☐ preliminary determination for individual listing in the National Register.
☐ preliminary determination that a building located within a potential historic district contributes to the significance of the district.
☐ preliminary determination that a building outside the period or area of significance contributes to the significance of the district.

3. **Project Contact** (if different from applicant)
Name _____ Company _____
Street _____ City _____ State _____
Zip _____ Telephone _____ Email Address _____

4. **Applicant**
I hereby attest that the information I have provided is, to the best of my knowledge, correct. I further attest that [check one or both boxes, as applicable]:
☒ I am the owner of the above-described property within the meaning of "owner" set forth in 36 CFR § 67.2 (2011), and/or
☐ if I am not the fee simple owner of the above described property, the fee simple owner is aware of the action I am taking relative to this application and has no objection, as noted in a written statement from the owner, a copy of which (i) either is attached to this application form and incorporated herein, or has been previously submitted, and (ii) meets the requirements of 36 CFR § 67.3(a)(1) (2011).
For purposes of this attestation, the singular shall include the plural wherever appropriate. I understand that knowing and willful falsification of factual representations in this application may subject me to fines and imprisonment under 18 U.S.C. § 1001, which, under certain circumstances, provides for imprisonment of up to 8 years.

Name David Durham Signature David Durham Digitally signed by David Durham Date: 2025.09.17 11:17:04 -04'00' Date 9-16-25
Applicant Entity Individual SSN [REDACTED] or TIN _____
Street 315 Ann Street City Beaufort State NC
Zip 28516 Telephone 252-241-8753 Email Address david@eastcoastelectric.us

NPS Official Use Only

The National Park Service has reviewed the Historic Preservation Certification Application – Part 1 for the above-named property and has determined that the property:

- ☒ contributes to the significance of the above-named district or National Register property and is a "certified historic structure" for rehabilitation purposes.
☐ contributes to the significance of the above-named district and is a "certified historic structure" for a charitable contribution for conservation purposes.
☐ does not contribute to the significance of the above-named district or National Register property.

Preliminary Determinations:

- ☐ appears to meet the National Register Criteria for Evaluation and will likely be listed in the National Register of Historic Places if nominated by the State Historic Preservation Officer according to the procedures set forth in 36 CFR Part 60.
☐ does not appear to meet the National Register Criteria for Evaluation and will likely not be listed in the National Register.
☐ appears to contribute to the significance of a potential historic district, which will likely be listed in the National Register of Historic Places if nominated by the State Historic Preservation Officer.
☐ appears to contribute to the significance of a registered historic district if the period or area of significance as documented in the National Register nomination or district documentation on file with the NPS is expanded by the State Historic Preservation Officer.
☐ does not appear to qualify as a certified historic structure.

**Amy Elizabeth
Uebel**

Digitally signed by Amy
Elizabeth Uebel
Date: 2025.09.22 15:10:39 -04'00'

☐ NPS Comments Attached

The lot for
315 ANN ST $\frac{1}{4}$
313 ANN ST

W.S. Chadwick House, c. 1910

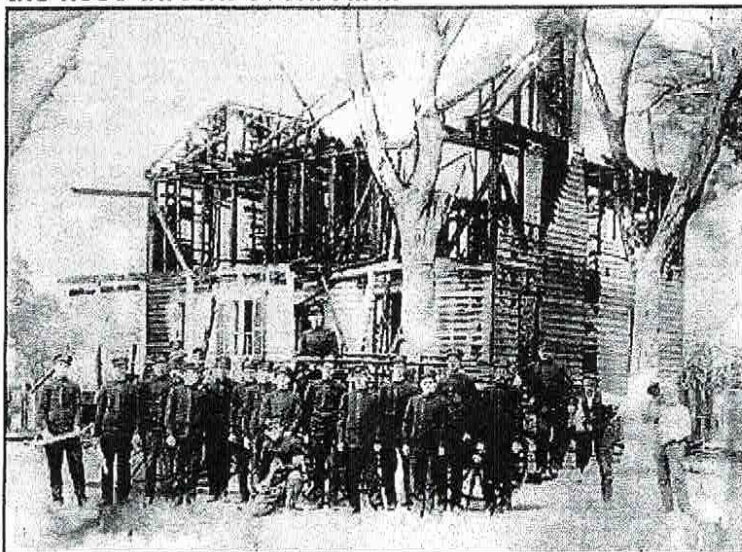
In 1908, the previous home on this lot appeared on a town map as "ruins of a fire." The fire, described at the time as "the most horrible fire in Beaufort's history," occurred in April 1908, taking the life of Miss Henrietta Roberson, who had inherited the home from her mother. Later, Winfield Scott Chadwick purchased the property from the Roberson family, and by 1913, a new map showed two new houses side by side on the same lot, one on the corner and the W.S. Chadwick House, which sits next to it.*

The Beaufort Fire Department came into being before we had the present Town Hall in the west end of which the Fire Company is comfortably housed today. In those days, the Town Hall was in Winfield Chadwick's building on the east side of Craven Street—the "lockup" below and town offices above, and across the street on the Howland property was the frame building that housed the fire engine.

When a fire broke out, everybody ran about frantically yelling "Fire!" Then to further spread the alarm, the school bell and church bells rang.

A few days before the new company was 11 months old, the call of "Fire!" at three o'clock in the morning brought the company to what the old Lookout described as "the most horrible fire in Beaufort's history"—the Roberson house on the northwest corner of Ann and Turner street in which Miss Henrietta Roberson was burned to death.

Quoting further from the old Lookout, "The Robert E. Lee Fire Company and the Colored Fire Department arrived on the scene in short order. The new fire engine was connected to the fire plug on the corner, but as the water did not come promptly, the engine was taken to the waterfront at the end of Turner Street, and the hose thrown overboard."



Candlelight Tour
Waine's Home
12/9/24

CAPTAINS' QUARTERS

Captains' Quarters of Beaufort, Inc. on 315 Ann Street provides quality bed and breakfast lodging in a late Victorian atmosphere of quiet elegance. The two story white frame house with wrap around front porch has a heritage of men who took command on sea, land, and air. Arduous duties and great responsibilities of such captains traditionally necessitated the best available quarters for brief relaxation. Captains' Quarters blends this theme with the restful warmth of an early 20th century family summer home at the shore. This carefully restored 1909 residence offers a special vacationing experience not normally provided by more contemporary accommodations.

Upstairs quarters include three large private bedrooms with full baths, all furnished with selected Victorian antiques and a variety of family antique heirlooms dating back to the American Revolution. All items have a special meaning which Captains' Quarters owners and restorers, the Richard A. Collins family wishes to share with friends and guests. Downstairs, a well lit and airy high ceiling parlor, spacious dining room, and study are a focal point for socializing, continental breakfast dining, and relaxing.

Like many sturdily built balloon frame heart pine homes

p. 2. of Captains' Quarters

constructed at the turn of the century, Captains' Quarters has survived to provide an interesting legacy of multiple use spanning nearly 80 years.

Nine years after an 1899 hurricane forced the permanent abandonment of nearby Diamond City, an old whaling and fishing village on Shackleford Banks, dry goods merchant Winfield Scott Chadwick stood on the courthouse steps and made a final \$1510 bid for the eastern end of Old Town lot #73. Chadwick, born in 1848, had been named for General Winfield Scott who victoriously led American forces into Mexico City and ended the Mexican War the year of Chadwick's conception. Ironically, General Scott was commander of all Union forces at the outbreak of the Civil War which his namesake entered as a Confederate drummer boy. By 1909 W. S. Chadwick had become a captain of business, president of the old Mullet Line Railroad (now Atlantic and North Carolina), a prominent local politician, and owner of numerous properties in Old Beaufort. He was seeking yet another property on which to build two homes for his daughters. The lot on the corner of Ann and Turner, vacated by a 1908 fire which destroyed the previous dwelling, was near his own fine home and readily available at public auction.

The house which W. S. Chadwick built for his daughter,

p. 3. of Captains' Quarters

Corrine, reflects his maritime heritage. The great-grandson of Captain Samuel Chadwick, one of central Carolina's earliest local whalers, and the grandson of Captain Barnabus "Barnie" Chadwick, a respected local mariner, W. S. Chadwick constructed atop the house a traditional "Widow's Walk" which commands a view of the waters his ancestors sailed. When Corrine Chadwick married T. Albert Uzzell and moved to New Bern, the Uzzells maintained the Ann St. residence as a summer home for holidays at the shore.

Following WWI, the house on 315 Ann St. filled a variety of roles, changing with each passing decade. In the 1920's the house was a doctor's outpatient clinic. During the 1930's the family of J. R. Herring, who rented the house from the Uzzells, grew up there. During WWII the house was divided into smaller apartments with additional doors and outside stairs to provide housing for couples and Navy families. Sunday school classes and church offices found space there in the 1950's during the rebuilding of the nearby Baptist Church. In the early 1960's, vacated and in disrepair, the old tin roofed house was silent by day. On nights small craft warnings were posted, wind whistled and groaned around the Widow's Walk, imitating cries of hunted whales and creaking oars. The house became a home once more

p. 4. of

when Ronald E. Mason purchased it in 1965 and raised his family there.

In November 1985 veteran airlines pilot Captain Dick Collins purchased the 315 Ann St. residence and began the careful renovation of what is now Captains' Quarters. He painstakingly restored everything from unique six-sided window panes to the original quarter sawed heart pine flooring. Mrs. Ruby Collins used soft pastels on interior walls to provide the light but elegant feeling synonymous with a Victorian summer at the shore. Captains' Quarters has become a valued contribution to Beaufort's Old Town restoration efforts.

Prepared by Jon W. Dodrill
Rt. 2 Box 570 Morehead City
N.C. 28557
Ph. 247-4967
2/15/86

REF: BEING PART OF LOT 73
OLDE TOWN BEAUFORT
DEED BOOK 259 PAGE 549

I certify that on 10-31-1985, I surveyed the property shown on this plat; that the property lines and location of all structures are accurately shown on this plat; that the structures located on the property do Does Not encroach on any adjacent property and that the structures on the adjacent property do Does Not encroach on the premises surveyed.

408 ARENDELL STREET / P.O. BOX 3460
MOREHEAD CITY, NORTH CAROLINA 28557
OFFICE (919) 726-1464
RESIDENCE (919) 247-6983
TOLL FREE 1-800-682-4316

Collier, R.L.S.



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, October 6, 2026 – 614 Broad Street – Train Depot

AGENDA CATEGORY: New Business

SUBJECT: Case # 26-32 302 Courthouse Square – Historic Door
Replacement and Modification

BRIEF SUMMARY:

Replace three sets of historic exterior doors at the Historic Courthouse. The southeast entrance door shall be altered to a single door to comply with applicable ADA accessibility guidelines.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Charles Rocci

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Charles Rocci
Date: October 6, 2026
Case No. Case # 26-32 302 Courthouse Square – Historic Door Replacement and Modification

Request:

Replace three sets of historic exterior doors at the Historic Courthouse. The southeast entrance door shall be altered to a single door to comply with applicable ADA accessibility guidelines.

Applicant:

Ledford Contracting Group LLC
 1858 HWY 11-55
 Kinston, NC 28504

Property Information:

Owners: Carteret County Government
Location: 302 Courthouse Square
PIN#: 730617212200000

Project Information:

The applicant is proposing to replace three sets of historic exterior doors at the Historic Courthouse. Two doors will be like-for-like review and the third will require COA approval. The southeast entrance will be modified to be a single door to comply with ADA requirements. No changes are proposed to the masonry or any other exterior feature.

400 Broad Street
 Courthouse Square
C
 c. 1907

Carteret County Court House. This building is the fourth building erected to serve as the county courthouse. It was designed by Herbert W. Simpson of New Bern in the Neo-Classical style, and built in 1907. The two-story hipped roof brick building is distinguished by generous classical ornament, including tetrastyle Corinthian porticoes which front the south and west facades. The pediments are shingled, the comers are defined by brick quoins, and the base is skirted by a granite water table. Granite arches with keystones emphasize the linteled windows of the first floor and the round arched windows on the second. A handsome octagonal cupola dominates the skyline of Beaufort. The building rests in a large naturally landscaped open space, graced by a large clump of live oak trees in the front. On the front lawn stands a Confederate Memorial. In the 1980's, large brick annex of modern design was added to the rear. At this time, the courthouse was restored. (Wrenn file).

Proposed work:

See Attached Application & Narrative

Material:

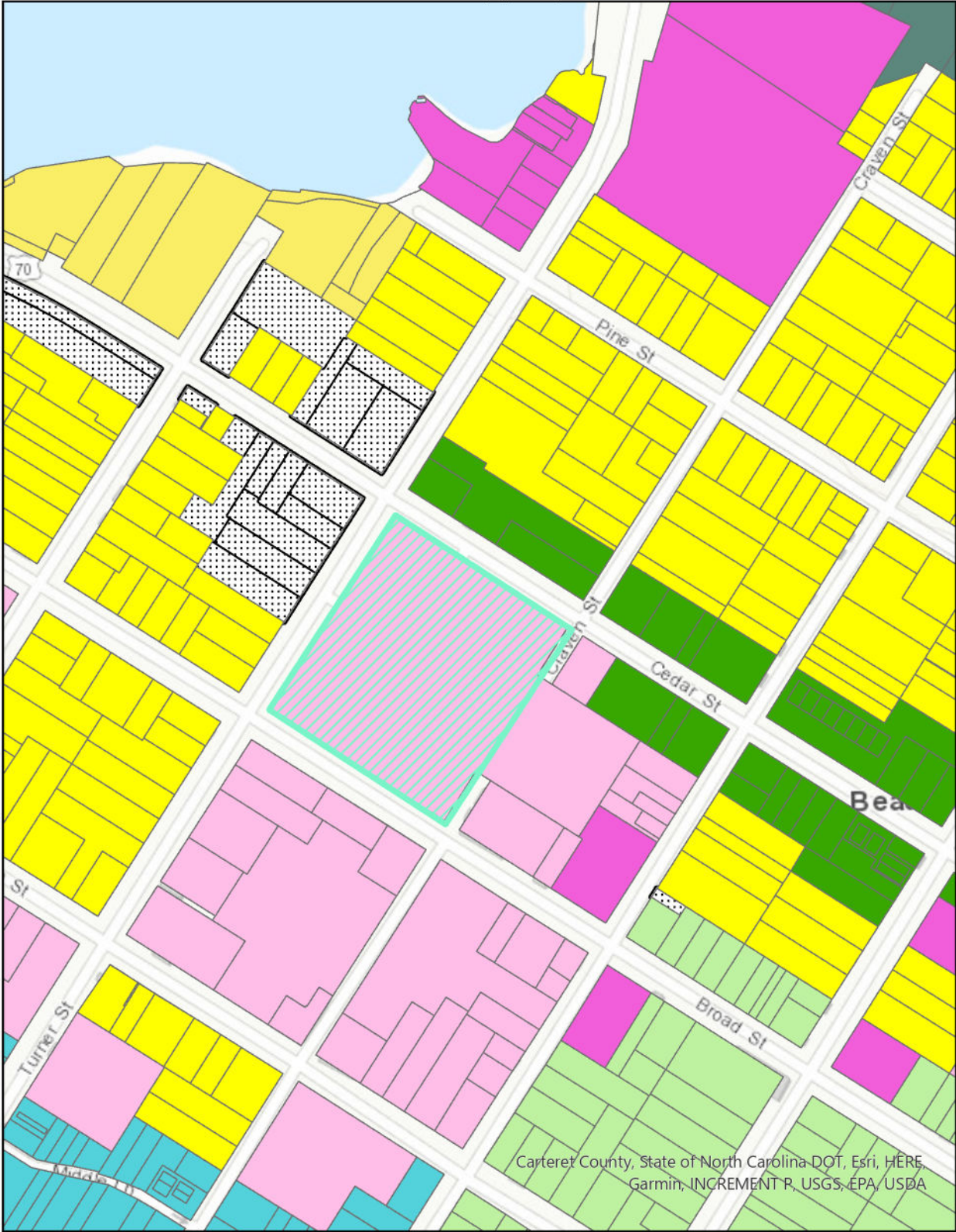
See Attached Description and Photos

Guidelines for Rehabilitation of Individual Landmarks and Buildings in the Beaufort Historic District

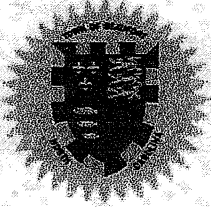
Window and Door Guidelines

- 641. Retain and preserve historic windows and doors, including all significant related elements such as frames, sashes, shutters, hardware, old glass, sills, trim and moldings. Documented restoration is allowable.
- 643. 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.
- 645. Replacement of historic windows and doors for the sole purpose of improved thermal performance is not appropriate. Wood, or appropriately painted metal storm windows and doors should be used.
- 6410. 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

Case #26-32
302 Courthouse Square
Certificate of Appropriateness



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: Ledford Contracting Group Inc.

Applicant Address: 1858 HWY 11-55 Kinston, NC 28504

Business Phone: [REDACTED] Email/Cell: [REDACTED]

Property Owner Name: Carteret County Government

Address of Property: 302 Courthouse Square, Beaufort, NC 28516

Phone Number: _____ Email/Cell: _____

PROJECT INFORMATION

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

The County proposes to replace three sets of historic exterior doors at the Historic Courthouse. The southeast entrance door shall altered to a single door to comply with applicable ADA accessibility guidelines. All replacement doors, materials, hardware, finishes, and design elements shall match the existing historic doors and architectural character of the building.

Estimated Cost of Project: \$ 72,481.15

Year House Built: 1907

Applicant Signature: [Signature]

Date: 8-26-2026

Property Owner Signature (if different than above): [Signature]

Date: 8/26/2026

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.

**Ledford Contracting Group, Inc.**

1858 Hwy 11 55 | Kinston, NC 28504
(252) 686-5058 | stephen@lcgnc.com | <https://www.lcgnc.com>

COA SUBMISSION PACKAGE

Certificate of Appropriateness — Submission Package

Project Information

Property: Carteret County Courthouse Complex, 300 Courthouse Square, Beaufort, NC 28516

Property Owner: Carteret County Government

Applicant: Ledford Contracting Group, Inc. (on behalf of Carteret County Government)

Applicant Contact: Ian Moran — (b)(6) (b)(7)(C)

Year Structure Built: 1907

Estimated Cost of Project: \$72,481.15

County Point of Contact: Ray Farnum, (b)(6) (b)(7)(C)

Detailed Description of Proposed Project

Removal and replacement of three (3) sets of existing historic exterior wood door assemblies at the Carteret County Courthouse, per Carteret County RFP No. 050826CH.

- Two (2) of the door assemblies will be replaced like-for-like, matching the existing doors in design, material, dimensions, panel configuration, glazing profile, and appearance.
- The third assembly, the South East Door (currently a double door), will be altered from a double-door configuration to a single slab door. The new single door will retain the like-for-like features of the original — matching panel design, glazing profile, trim detail, and paint color — so the opening continues to resemble the original historic door.

All replacement work will meet current North Carolina Building Code and ADA requirements.
Work includes:

- Documentation of existing door conditions, dimensions, profiles, glazing detail, and architectural details prior to removal
- Careful removal and disposal of the three existing wood door assemblies and related components
- Fabrication and installation of three complete custom replacement assemblies: door slabs, frames, jambs, brick mold, casing, stops, thresholds, weather stripping, seals, glass, glazing, trim, non-corrosive fasteners, and flashing
- Replacement of all door hardware per the County's hardware schedule (bright brass finish)
- Painting of all new wood components: 2 coats primer plus a minimum of 2 coats finish paint, matching the existing white
- Continuous protection of adjacent finishes and approved barricades whenever doorways are open

No changes are proposed to the masonry or any other exterior feature. Apart from the South East Door's change from a double to a single configuration, the new doors reproduce the existing historic appearance in kind.

Detailed Materials List

Door Slabs (custom, paint-grade wood, 5-panel, fabricated by Stephenson Millwork Co., Wilson, NC):

Note: the South East Door single slab dimension reflects the current shop drawing. Revised shop drawings and an updated quote from Stephenson Millwork to follow.

- 2 ea. 2-1/4" x 40-1/2" x 94" door slabs
- 2 ea. 2-1/4" x 34-3/8" x 107" door slabs
- 1 ea. 2-1/4" x 42" x 107" door slab
- Moulding, paint-grade wood

Frames, Jambs & Trim:

- Paint-grade wood frames, jambs, brick mold, casing, and stops, milled to match existing profiles

Glazing:

- Clear glass lites sized to match existing transom/door lites; glazed with Sarco Type M glazing putty to reproduce the historic glazing profile

Hardware (bright brass finish, per County hardware schedule):

- Heavy-weight full mortise hinges (T4A3386)
- Fire-rated rim exit devices (Yale 7100F series)
- Surface closers (Yale PR4400), kick plates (Rockwood K1050), door stops (Rockwood 463-RKW)
- Medeco X4 rim cylinder housings with SFIC cores
- Pemko 303AS gasketing, Pemko 345AV door sweeps, Pemko 171A thresholds
- Electrified access-control components (electric power transfer, position switches, power supplies) integrated with the County's existing security system — card readers provided by the County's security supplier

Finish:

- 2 coats primer plus minimum 2 coats Sherwin-Williams Superpaint, color Alabaster (SW 7008) — matching existing white finish

Design Guidelines Consistency Statement

The proposed work replaces existing exterior doors on a contributing 1907 structure in the Beaufort Historic District. Two of the three doors are like-for-like replacements reproducing the existing doors in material (wood), panel configuration, dimensions, glazing profile, trim detail, and paint color. The back door will be altered from a double-door configuration to a single slab door while retaining the original panel design, glazing profile, trim detail, and paint color, so the opening continues to resemble the original historic door. No alteration to the surrounding masonry or any other exterior feature is proposed. The like-for-like replacements are consistent with the Design Guidelines for the Beaufort Historic District & Landmarks regarding maintenance and in-kind replacement of existing architectural features; the back door modification is submitted for Commission review as a compatible alteration that preserves the historic character of the entrance.

Attachments Included with This Application

#	ATTACHMENT	PURPOSE
1	Completed COA Application (signed 8-19-2026)	Application form
2	Front Entry Elevation	Proposed door drawing
3	Side Entry Elevation	Proposed door drawing
4	ADA Entry Elevation	Proposed door drawing
5	Photographs of existing doors and building (interior and exterior)	Existing conditions
6	Stephenson Millwork Co. quote / spec	Material specification — door slabs and moulding
7	Hardware schedule (per RFP No. 050826CH)	Material specification — door hardware
8	Paint specification — SW 7008 Alabaster	Finish color

Outstanding Items Checklist (verify before submitting)

- List of all adjacent property owners with mailing addresses
- Streetscape photographs (photos on file focus on the doors themselves — confirm at least one wider street-view shot is included)
- Paint color sample / swatch for SW 7008 Alabaster
- \$250 application fee (applies to the standard COA; the Like for Like application carries no fee — confirm with Town staff which track this submission is on)
- Electronic/digital copy of the package for Town staff
- Applicant or representative attendance at the Historic Preservation Commission meeting (first Tuesday of the month)

Submission deadline: HPC deadline September 8, 2026 at 5:00 PM — Beaufort Town Hall, 701 Front Street / P.O. Box 390, Beaufort, NC 28516. Per Ray Farnum, submit to the Town of Beaufort and CC him on the email unless hand-delivering.

RFP NO. 052926CH

**New Door Installation
Hardware Schedule**

NEW HARDWARE COLOR SHALL BE BRIGHT BRASS

Hardware Sets or equal

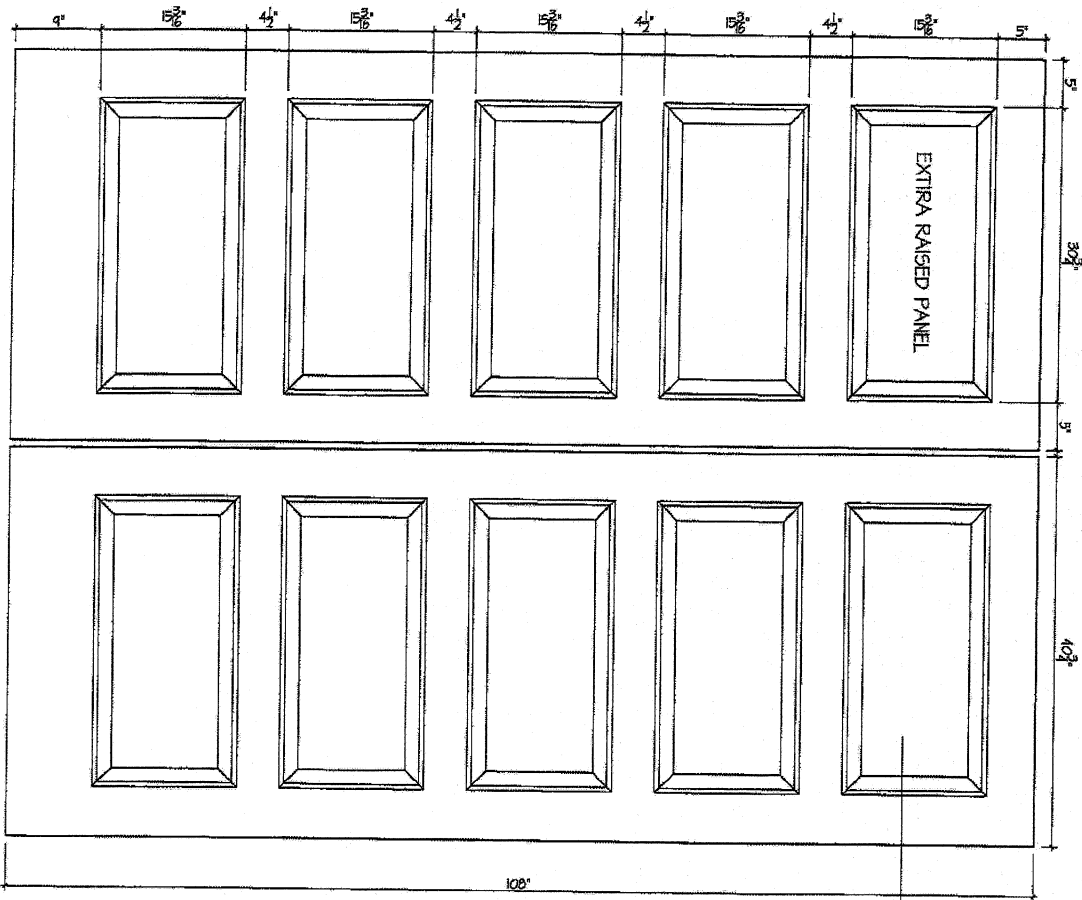
Double Doors

8	Hinge, Full Mortise, Hvy Wt	<u>T4A3386</u>	US32D	MK
1	Electric Power Transfer	<u>EL-CEPT</u>	630	SU
1	Fire Rated Rim Exit, Night latch	<u>7100F B MELR CR 632F</u>	626	YA
1	Fire Rated Rim Exit, Exit Only	<u>7100(F) B EQ (No Outside Trim)</u>	630	YA
1	Medeco X4 Rim Cylinder Housing	<u>33-07603H</u>	26	MC
1	Medeco X4 Rim SFIC Core	<u>3360006-N-26-DGV-M</u>		MC
2	Surface Closer	<u>PR4400</u>	689	YA
2	Kick Plate	<u>K1050 12" high CSK BEV</u>	US32D	RO
2	Door Stop	<u>463-RKW (As Required)</u>	US32D	RO
1	Gasketing	<u>303AS (Head & Jambs)</u>		PE
2	Sweep	<u>345AV x Length Required</u>		PE
1	Threshold	<u>171A</u>		PE
1	Card Reader	Provided By Security Supplier		OT
1	ElectroLynx Harness	<u>QC-C**** x Length Required</u>		MK
1	ElectroLynx Harness	<u>QC-C1500P</u>		MK
1	Position Switch	<u>DPS - M / W-BK (SPDT)</u>		SU
1	Power Supply	<u>AQL-R (Size & Type as required)</u>		SU
1	Wiring Diagram	Elevation and Point to Point as Specified		OT

Single Doors

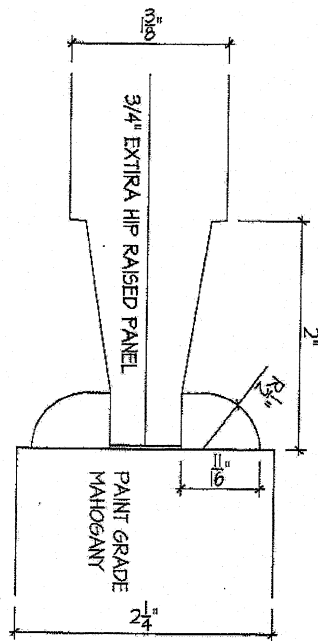
4	Hinge, Full Mortise, Hvy Wt	<u>T4A3386</u>	US32D	MK
1	Electric Power Transfer	<u>EL-CEPT</u>	630	SU
1	Fire Rated Rim Exit, Night latch	<u>7100F B MELR CR 632F</u>	626	YA
1	Medeco X4 Rim Cylinder Housing	<u>33-07603H</u>	26	MC
1	Medeco X4 Rim SFIC Core	<u>3360006-N-26-DGV-M</u>		MC
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1	Kick Plate	<u>K1050 12" high CSK BEV</u>	US32D	RO
1	Door Stop	<u>463-RKW (As Required)</u>	US32D	RO
1	Gasketing	<u>303AS (Head & Jambs)</u>		PE
1	Sweep	<u>345AV x Length Required</u>		PE
1	Threshold	<u>171A</u>		PE
1	Card Reader	Provided By Security Supplier		OT
1	ElectroLynx Harness	<u>QC-C**** x Length Required</u>		MK
1	ElectroLynx Harness	<u>QC-C1500P</u>		MK
1	Position Switch	<u>DPS - M / W-BK (SPDT)</u>		SU
1	Power Supply	<u>AQL-R (Size & Type as required)</u>		SU
1	Wiring Diagram	Elevation and Point to Point as Specified		OT

○ SIDE ENTRY ELEVATION
SCALE: 1" = 1'-0"



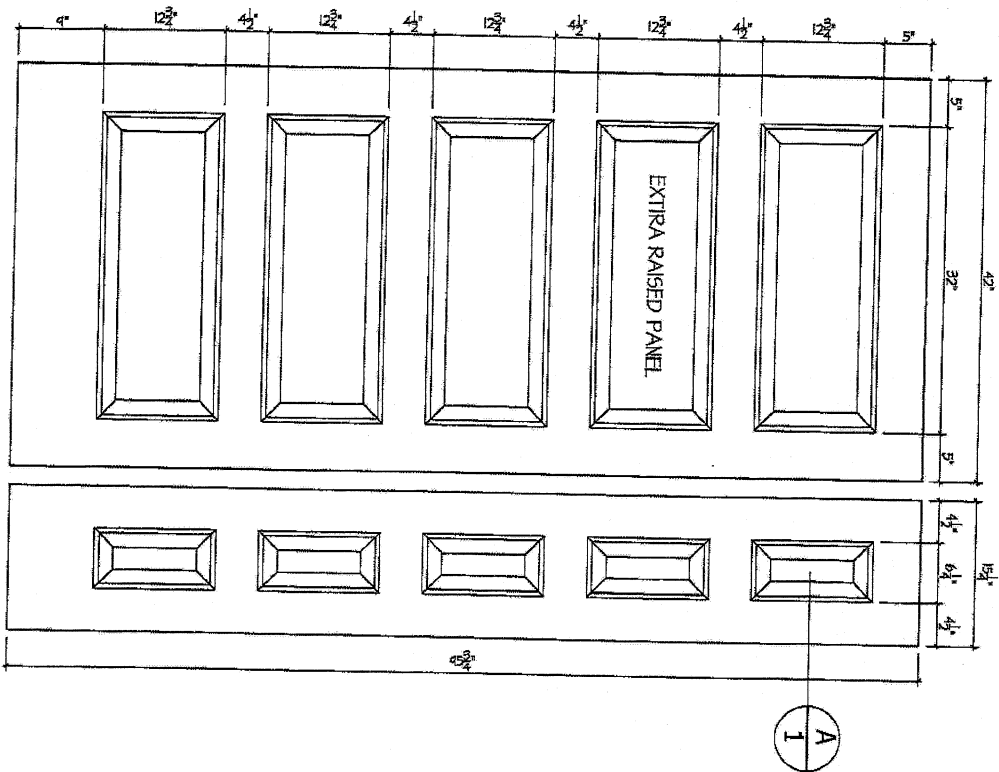
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SECTION DETAIL
FULL SCALE

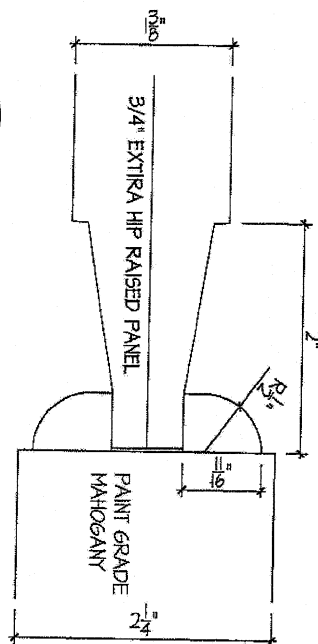


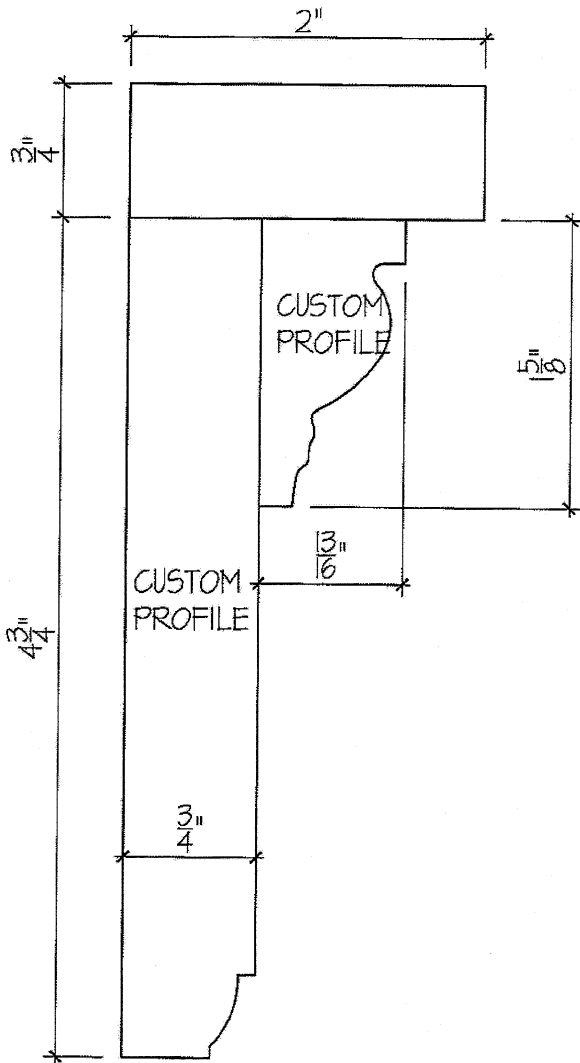
PROJECT CONNER COURTHOUSE Kerla Chinn	DATE 7/13/2025	AWI ARCHITECTURAL WORKS OF INDEPENDENCE	ARCHITECTURAL WORKS OF INDEPENDENCE 2015 1040 Stephenson MILL WOOD COMPANY, INC.	P.O. BOX 180 210 HANOVER ST. WILSON, NORTH CAROLINA 27803 VOICE — 252-257-1141 FAX — 252-257-4397 EMAIL — info@awicorp.com	AWI ARCHITECTURAL WORKS OF INDEPENDENCE
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ADA ENTRY ELEVATION
SCALE: 1" = 1'-0"

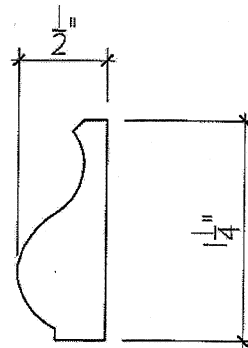


SECTION DETAIL
FULL SCALE





1 INTERIOR CASING DETAIL
FULL SCALE



SMC-430

1 EXTERIOR PANEL MOULDING
FULL SCALE

ARCHITECTURAL WOODWORK OF DISTINCTION by
SINCE 1845



Stephenson
MILLWORK COMPANY, INC.

P.O. BOX 699
210 HARPER ST.
WILSON, NORTH CAROLINA 27893

VOICE — 252-237-1141
FAX — 252-237-4377
DATA — smcinc@smcinc.com

Project Manager: Kevin Chilton

ROUGH DRAFT – ADJACENT PROPERTY OWNER LIST

302 Courthouse Square, Beaufort, NC 28516
Courthouse Parcel PIN: 730617212200000

STATUS: ROUGH DRAFT

#	Property Type	PIN	Owner	Property Address	Owner / Mailing Address
1	County property	730617109926000	Carteret County	402 Broad St., Beaufort, NC 28516	Carteret County, 302 Courthouse Square, Beaufort, NC 28516
2	Purvis Chapel AME ZION Church	730617108836000	Carteret County	210 Turner St., Beaufort, NC 28516	Carteret County, 302 Courthouse Square, Beaufort, NC 28516
3	County property	730617202632000	Social Services Offices / Carteret County	210 Craven St., Beaufort, NC 28516	Carteret County, 302 Courthouse Square, Beaufort, NC 28516
4	County property	730617203638000	Social Services Offices / Carteret County	210 Craven St., Beaufort, NC 28516	Carteret County, 302 Courthouse Square, Beaufort, NC 28516
5	County property	730617204603000	Social Services Offices / Carteret County	210 Craven St., Beaufort, NC 28516	Carteret County, 302 Courthouse Square, Beaufort, NC 28516
6	County property	730617204536000	730617204536000	210 Craven St., Beaufort, NC 28516	Carteret County, 302 Courthouse Square, Beaufort, NC 28516

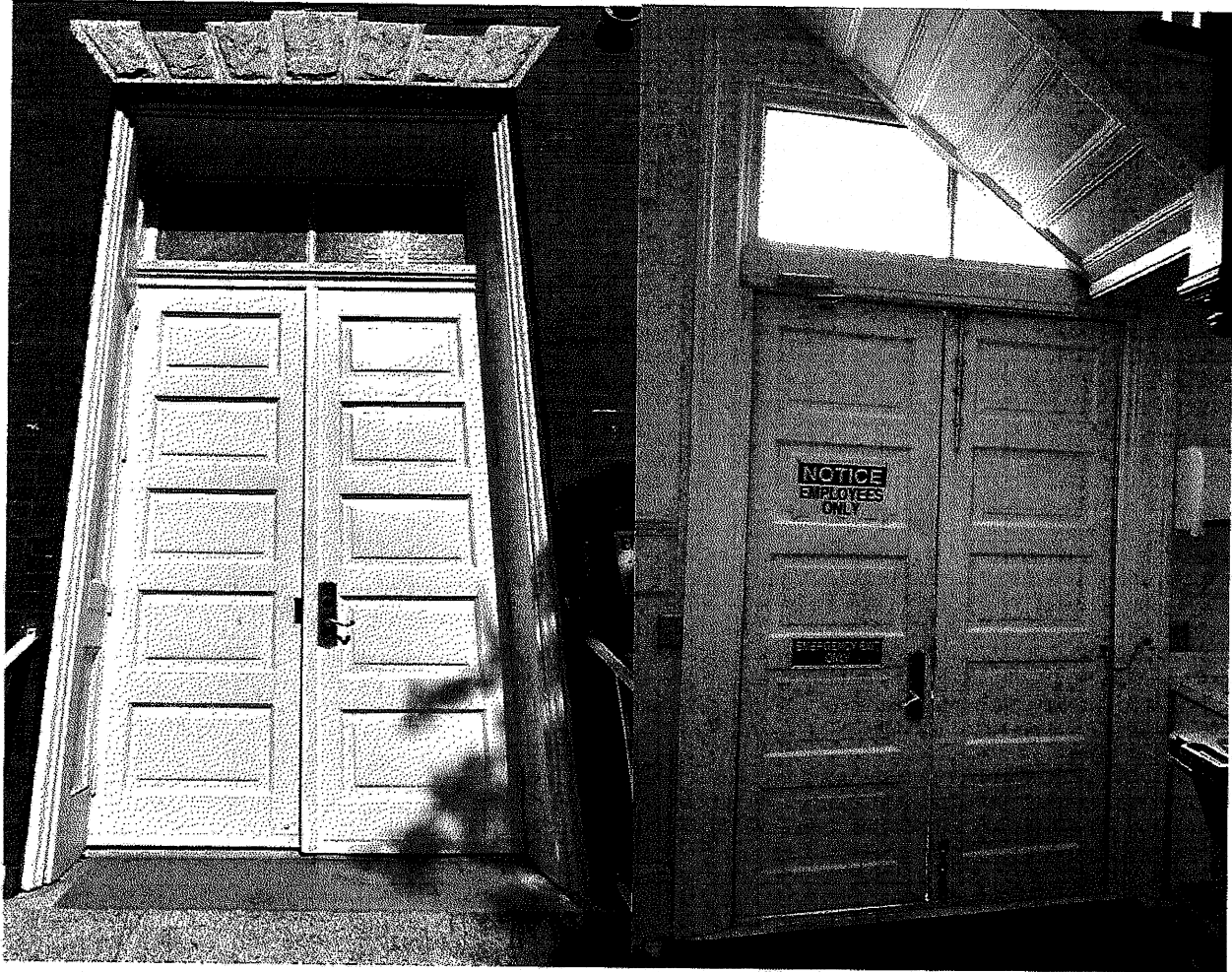
N.W. DOOR



S.W. DOOR



S.E DOOR





Ledford Contracting Group, Inc.

1858 Hwy 11 55 | Kinston, NC 28504
(252) 686-5058 | stephen@lcnec.com | https://www.lcnec.com

Carteret County Historic Courthouse — Design Guidelines Consistency Narrative

DATE	September 16, 2026
TO	Charlie Rocci, Town of Beaufort Planning / Historic Preservation Commission Staff
FROM	Ledford Contracting Group, Inc.
RE	Certificate of Appropriateness — Exterior Door Replacement, Carteret County Historic Courthouse
PROPERTY	302 Courthouse Square, Beaufort, NC 28516 (built 1907)
OWNER	Carteret County Government
ESTIMATED PROJECT COST	\$72,481.15

This narrative responds to the COA checklist item requiring a list of all Design Guidelines that apply to the application and a description of how the proposed changes are consistent with them. Citations are to the Design Guidelines for the Beaufort Historic District & Landmarks (1994, revised 2008), Chapter 6, Windows and Doors (6.4) and Porches and Entrances (6.5).

Summary of Proposed Work

The County proposes to replace three sets of existing historic exterior wood door assemblies at the Historic Courthouse. Two assemblies are replaced like-for-like, matching the existing doors in design, material, dimensions, panel configuration, glazing profile, and appearance. The third assembly, the southeast (back) entrance, currently a pair of doors, is proposed to be altered to a single slab door to provide a compliant accessible entrance. No changes are proposed to the masonry or to any other exterior feature.

① Guideline 6.4.1 — Retain and Preserve

“Retain and preserve historic windows and doors, including all significant related elements such as frames, sashes, shutters, hardware, old glass, sills, trim and moldings. Documented restoration is allowable.”

The existing door assemblies are at the end of their serviceable life and cannot be retained in place. Before any removal, the contractor will document existing conditions, dimensions, profiles, panel layout, glazing detail, and architectural details in writing and by photograph, so the historic configuration is preserved in the record and reproduced in the replacement assemblies. No other historic fabric at these openings is being removed or altered.

② Guideline 6.4.2 — Repair Before Replacement

“Repair existing historic windows and doors where possible, rather than replacing entire window or door units... Replace only those elements that cannot be repaired.”

The existing slabs, frames, and jambs exhibit deterioration beyond what wood epoxy or patch repair can correct, and they no longer operate or seal reliably at a daily-use public entrance. Replacement is proposed only for those elements that cannot be repaired. The surrounding masonry openings, and all adjacent historic material, remain untouched.

③ Guideline 6.4.3 — Replacements Match the Original

“Use replacement windows and doors that match the existing historic elements as closely as possible. Wood windows should be replaced with wood windows... Any new replacements shall match the original in all dimensions, materials, and detailing as closely as possible.”

Every replacement component is wood replacing wood. Slabs are custom paint-grade wood, five-panel, fabricated by Stephenson Millwork Co. of Wilson, NC, to profiles taken from the existing doors. Frames, jambs, brick mold, casing, and stops are paint-grade wood milled to match the existing trim profiles. Shop drawings and field-verified dimensions will be produced before fabrication. No stock or catalog units are being used.

④ Guideline 6.4.5 — Not for Thermal Performance Alone

“Replacement of historic windows and doors for the sole purpose of improved thermal performance is not appropriate.”

This work is not driven by energy performance. It is driven by material deterioration of the existing assemblies and, at the southeast entrance, by the need for a code- and ADA-compliant

accessible entrance to a public building. Improved weather sealing is an incidental benefit, not the purpose.

⑤ Guideline 6.4.6 — Glazing

“Tinted glass is not appropriate in the historic district in any area visible from public view. Energy-saving or ‘low-E’ glass may be used only if it is not tinted.”

Replacement glazing will be clear, untinted glass matching the size and light configuration of the existing doors, set in traditional putty-type glazing compound. No tinted, reflective, or colored glass is proposed at any elevation.

⑥ Guideline 6.4.10 — Altered Openings

“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.”

No new openings are being created. The masonry opening at the southeast entrance is unchanged in size, shape, and position. Within that unchanged opening, the paired doors are proposed to be replaced by a single leaf with a fixed panel or matching stile-and-panel infill, detailed with the same five-panel design, glazing profile, trim, and paint color as the existing assembly, so the opening continues to read as the historic entrance from the street. This change is addressed in full at the end of this narrative.

⑦ Guideline 6.5.1 — Preserve Historic Entrances and Doorways

“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.”

All entrance surrounds, steps, thresholds at grade, and ornamental trim outside the door assemblies themselves are retained. Only the door assemblies and their immediately associated frames, jambs, and casing are being replaced, and those are reproduced to match.

⑧ Guideline 6.5.2 — Replacement Elements Match

“Replacement elements should match the original in size, shape, pattern, color, and texture.”

Replacement elements match the originals in size, shape, panel pattern, and texture. All new wood components receive two coats of primer and a minimum of two finish coats in Sherwin-

Williams SW 7008 Alabaster, matching the existing white finish. Door hardware is finished in bright brass per the County's hardware schedule.

⑨ Guideline 6.5.12 — Accessibility Modifications

“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.”

The southeast entrance modification is the accessibility element of this project. It is achieved entirely within the existing masonry opening, with no enlargement, no structural alteration, and no removal of ornamental trim or surround. Because the historic opening and its surround are unchanged, a future owner could restore the paired-door configuration without damage to any historic material. The modification is therefore reversible in the sense the guideline contemplates.

The Southeast Entrance: Double to Single

The applicant wishes to bring one item to the Commission’s attention directly rather than leave it to be discovered in the drawings.

Two of the three assemblies are true like-for-like replacements. The third, the southeast entrance, is not. The existing pair of doors cannot provide a compliant accessible clear opening in its current configuration, and the entrance serves a public courthouse. The proposed single leaf is the least intrusive way to meet that obligation: it stays inside the existing masonry opening, it reproduces the historic panel design, glazing profile, trim detail, and paint color, and it leaves every surrounding historic feature in place. The alternative approaches, widening the masonry opening or adding an exterior ramp and vestibule at a primary elevation, would each require removal or concealment of historic fabric and would be less consistent with Guidelines 6.4.10 and 6.5.12 than what is proposed.

The applicant is prepared to provide a physical mockup of the trim and panel profile for the Commission’s review if that would assist the Commission in evaluating this element.

Conclusion

The proposed work retains the historic character of the Carteret County Historic Courthouse. Wood is replaced with wood, profiles and finishes are reproduced from the existing assemblies, no masonry or ornamental fabric is disturbed, and the one departure from like-for-like

replacement is confined to a single leaf within an unchanged opening, made for accessibility at a public building, and reversible without damage to historic material. The applicant respectfully requests approval of the Certificate of Appropriateness.



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, October 6, 2026 – 614 Broad Street – Train Depot

AGENDA CATEGORY: New Business

SUBJECT: Case # 26-33 113 Broad Street – Remove Vinyl Siding from House, ADU & Shed; replace with wood siding

BRIEF SUMMARY:

Remove vinyl siding from house, accessory structure, and shed. Request 8" hardiplank for rear building and shed since it is not visible from the street. Would paint all siding wythe blue.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Charles Rocci

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Charles Rocci
Date: September 15, 2026
Case No. Case # 26-33 113 Broad Street – Remove Vinyl Siding from House, ADU & Shed; Replace with Wood Siding & Hardie

Request: Remove Vinyl Siding from House, ADU & Shed; Replace with Wood Siding & Hardie on the rear accessory structure and shed.

Applicant: Thomas and Carol Beaird
 113 Broad Street
 Beaufort NC 28512

Property Information:

Owners: Thomas and Carol Beaird
Location: 113 Broad Street
PIN#: 730617110628000

Project Information:

113 Broad St. NC-
 alt.
 c.1905
 r. 1927

House. 1-Story gable and wing Queen Anne house has 1/1 replacement sash, vinyl siding, replacement front door with side lights and transom, and front gable pedimented wing with bay window and sawn bargeboard. Porch has turned posts, plain railing, and sawn brackets. Extensive exterior alterations have compromised its architectural integrity. House was built by Charles Owens in 1905. (interview with owner)
NC House. c. 1930. Altered, 1-story, 2-bay, side gable dwelling where one of Charles Owens' relatives lived. Replacement windows, doors, and vinyl siding.

Proposed work:
 See Attached Application & Narrative

Material:
 See Attached Description and Photos

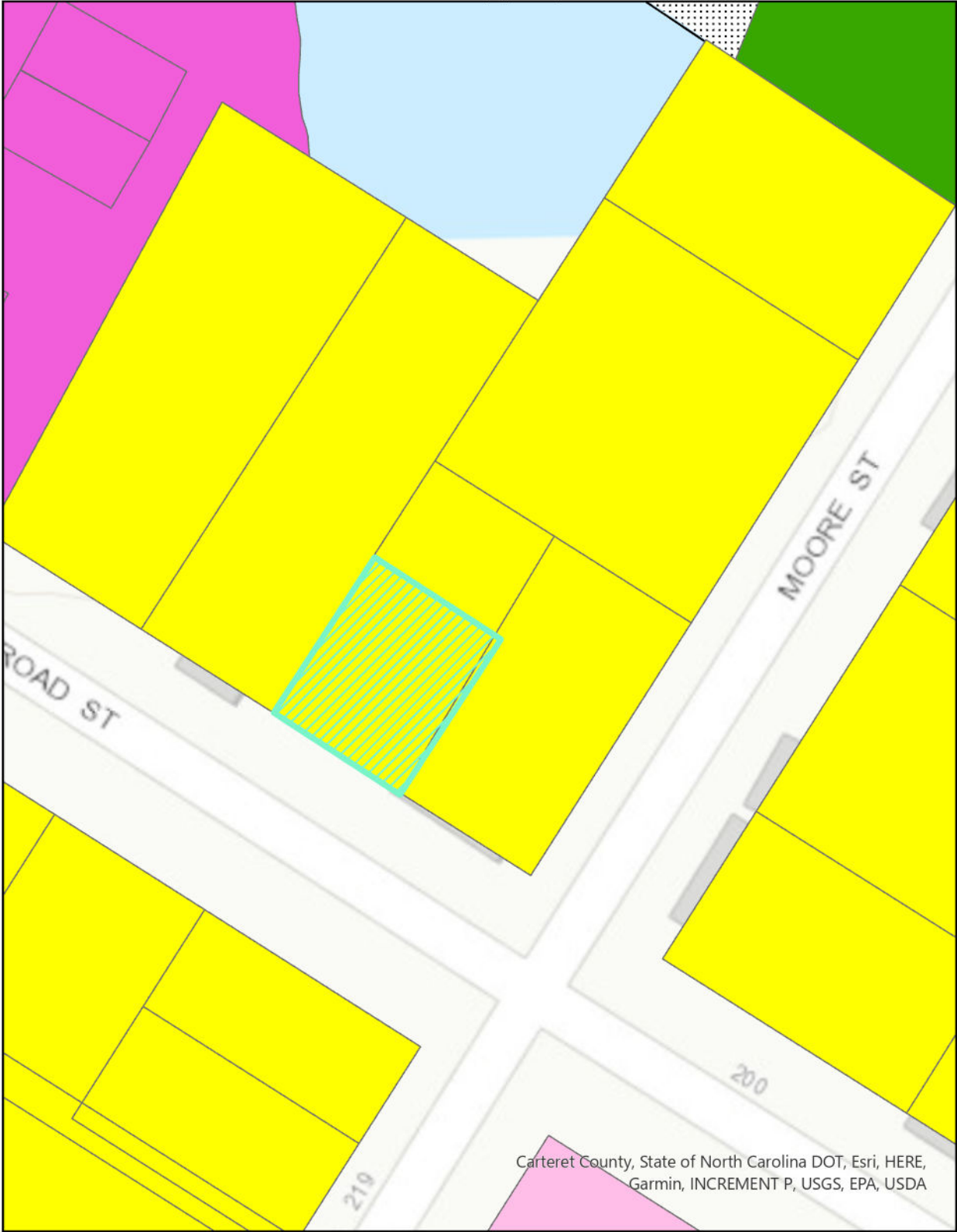
Wood Siding, Trim, and Ornament Guidelines

- 6.2.1. Preserve and maintain existing original wood siding, trim, ornamentation, and other wood decorative elements.
- 6.2.2. Preserve and repair existing wood elements wherever possible. Use preservation techniques which encourage repair (such as epoxies, splicing, and patching where applicable) rather than wholesale replacement.
- 6.2.3. Replace historic wood elements only where the original is too deteriorated to repair. If replacement is necessary, use new replacement wood that matches the original as closely as possible in all properties: shape, profile, texture, and detailing. The deteriorated or damaged condition should be documented. Replacement of these features in kind and according to the guidelines does not normally require a COA.
- 6.2.4. If a portion of a historic wall is deteriorated beyond repair, replace only the damaged portion. In other words, a damaged portion of a wall does not provide an excuse for wholesale replacement.
- 6.2.5. Prepare surfaces for painting using the gentlest means possible. Low-pressure power-washing should be used only after a test panel of washing has been performed by the contractor and reviewed by the owner for excessive damage. Sandblasting and high-pressure water blasting are not appropriate treatments.
- 6.2.6. Avoid stripping paint with the object of staining it or leaving it unfinished for a supposedly “natural” appearance when such an appearance cannot be historically documented.
- 6.2.7. Avoid replacing clapboard siding with shingle siding (or visa versa) or replacing clapboard siding with siding of a different width or profile, particularly if the later siding has gained historic significance in its own right.
- 6.2.8. It is not appropriate to compromise the architectural integrity of a building by introducing or removing siding, trim or other decorative features, or by concealing or removing decorative details such as cornices, corner boards or brackets.
- 6.2.9. The use of imitation or pressed wood, vinyl, or aluminum siding is not permitted .
- 6.2.10. The HPC may allow the replacement of existing substitute siding with new substitute siding (such as cement fiber siding) if the proposed replacement will be more in keeping with the original appearance of the structure. Substitute siding with a simulated wood grain will not be permitted.
- 6.2.11. The use of fiber cement siding may be approved for new structures, non-historic structures and additions to historic structures not visible from public streets or waterways.
- 6.2.12. Avoid removing or replacing such features as cornices, brackets, pilasters, door and window moldings, pediments, medallions, dentil and modillion molding, corner boards, and other character-defining architectural trim, particularly from the principal façade.

Paint and Exterior Colors Guidelines

- 6.7.2. Repainting a building in the same color, including minor touch-up painting, and the cleaning of existing painted surfaces do not require a COA, nor does re-lettering a painted sign in the same color.
- 6.7.3. 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.
- 6.7.4. Masonry surfaces that have been previously unpainted, such as brick, stucco, or stone should not be painted if those surfaces are in good condition and if the painting is proposed for the purpose of color change only. The painting of certain masonry surfaces may be appropriate if the surfaces have been patched or marred by damage over time, and if the visual integrity of the surface has been compromised. Paint colors should reflect the base material where possible.
- 6.7.5. Old paint should not be removed by sandblasting or other abrasive or destructive methods. The removal of all paint layers down to the bare wood in preparation for repainting is not recommended.
- 6.7.6. A natural wood stained surface that was historically painted is not appropriate.

Case #26-33
113 Broad Street
Certificate of Appropriateness



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: Thomas + Carol Beaird

Applicant Address: 113 Broad St. Beaufort

Business Phone: _____ Email/Cell: _____

Property Owner Name: _____

Address of Property: _____

Phone Number: _____ Email/Cell: _____

PROJECT INFORMATION

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

Remove vinyl siding from house, accessory building + shed. Replace or add 8" wood siding on all wall surfaces. Would prefer to use 8" Hardiplank on the accessory structure + shed since not visible from the street. Paint all siding Wythe Blue.

Estimated Cost of Project: \$ 35-40,000

Year House Built: 1905

Applicant Signature

Carol Beaird

Date

9/15/26

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: _____

☐ 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.

Required Attachments for a Certificate of Appropriateness

1. A list of 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.

When we purchased our home on Broad Street, it was already clad in vinyl siding from before our house was annexed into the historic district. We would like to remove the vinyl from the house, guesthouse and shed. We want to reveal the original siding, replace any needing replacement, add any that are missing and paint the entire house, accessory building and shed. The replacement would be the same as the original 8" reveal boards that we have uncovered. (see attached Photo A). The accessory building and the shed we would prefer to side in the 8" reveal identical hardiplank.

2. A list of all adjacent property owners (with mailing addresses).

Tommy and Molly Haus at 111 Broad Street (mailing address 801 Oaklawn Ave, Winston Salem, NC 27104) Gerry and Anne Currier 115 Broad Street; Laura Holland 305 Moore Street.

3. Photographs of the streetscape and existing buildings. (See attached Photo B)
4. A description of all building and landscape materials:
5. A description of all planned demolition: remove vinyl siding, particle board, paper, and foam insulation.
6. Exterior paint samples/color swatches: see attached color swatch for siding color Benjamin Moore Historic Color Wythe Blue
7. All types of building material samples: see attached wood samples
8. 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 be submitted. (See attached photo C)

Wood Siding, Trim, and Ornament Guidelines

- 6.2.1. Preserve and maintain existing original wood siding, trim, ornamentation, and other wood decorative elements.
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- 6.2.12. Avoid removing or replacing such features as cornices, brackets, pilasters, door and window moldings, pediments, medallions, dentil and modillion molding, corner boards, and other character-defining architectural trim, particularly from the principal façade.



Paint and Exterior Colors Guidelines

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- 6.7.5. A natural wood stained surface that was historically painted is not appropriate.

Cara Beard

Photo A



Photo B

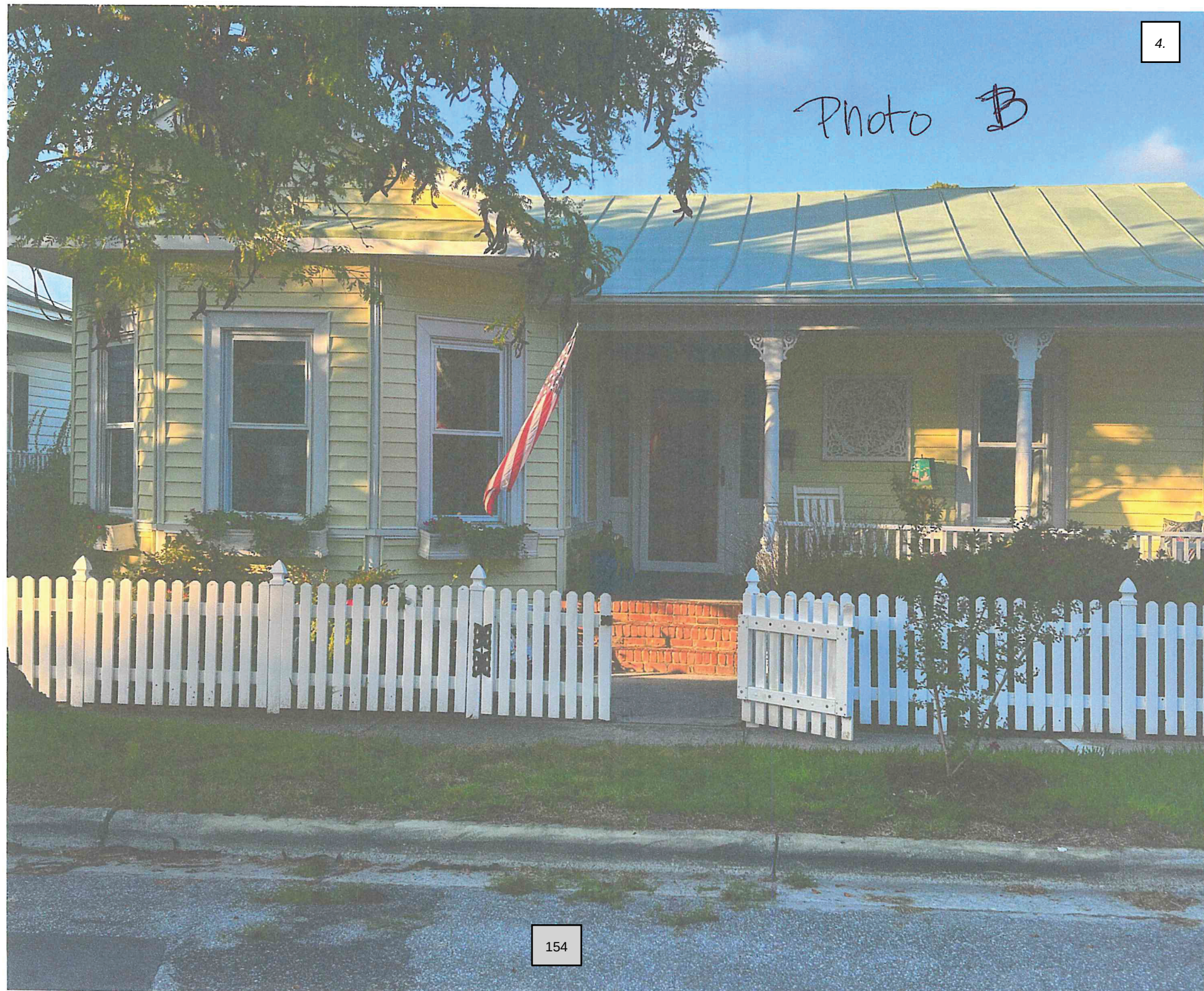


Photo B



Photo C



Photo C

Same color as 308 Moore
pictured above



Benjamin Moore historic color

**RELIABILT**

1-in x 8-in x 12-ft Unfinished #2 S4S
Whitewood Common Softwood Board

Model# L513448212 Item# 964

Aisle# 49 Bay# 14

\$26.97

★★★★☆ 1495

43 available in stock



Free Store Pickup available



Delivery available

Add to Cart

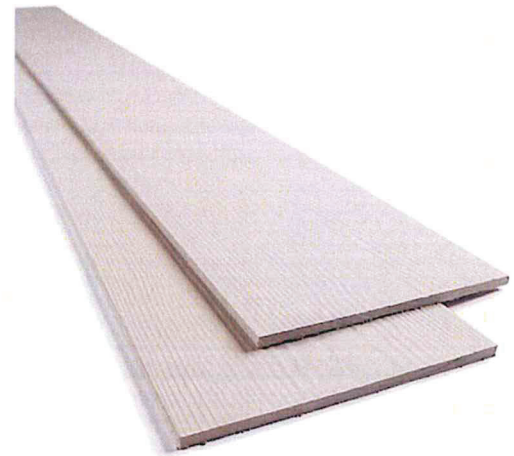
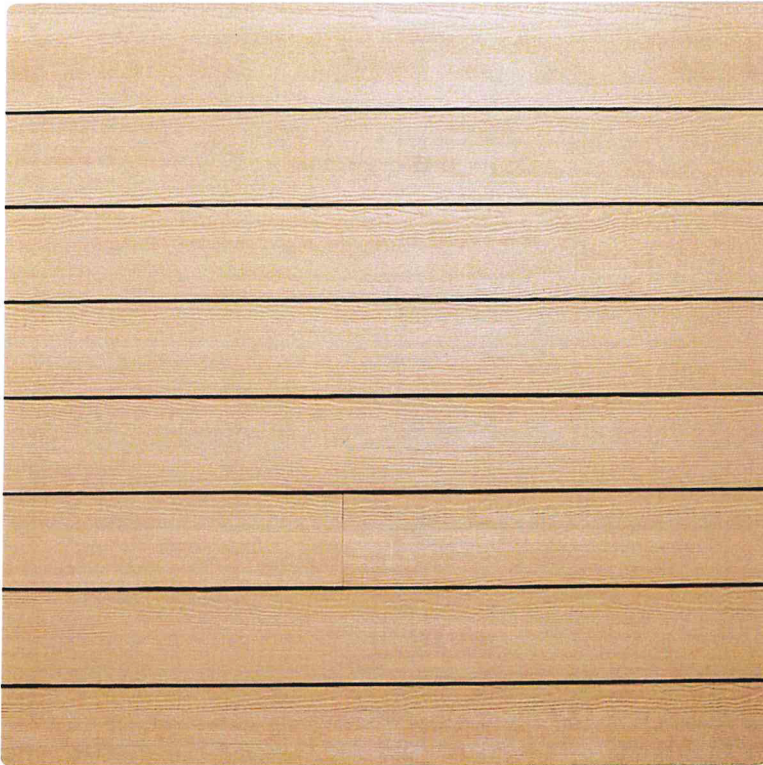
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Feedback

Hardiplank to match for
Accessory building
8" x 12 ft



Ask Mylow





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, October 6, 2026 – 614 Broad Street – Train Depot

AGENDA CATEGORY: New Business
SUBJECT: Case #26-34 - 201 Broad Street - Replace Aluminum Doors with Mahogany, Install Two Small Windows

BRIEF SUMMARY:

Jay Tervo and Barbara McKenzie-Tervo are proposing replacing the aluminum front door with a mahogany door, and installing two small windows.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Charles Rocci

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Charles Rocci
Date: October 6, 2026
Case No. Case #26-34 - 201 Broad Street - Replace Aluminum Doors with Mahogany, Install Two Small Windows, and replace four mounted lights.

Request:

For the Beaufort Historic Preservation Commission to consider a COA application for the replacement of an aluminum front door with a mahogany door, the installation of two new small windows, and four new outdoor lighting fixtures.

Applicant:

Jay Tervo and Barbara McKenzie-Tervo
 103A Seaview Street
 Beaufort NC 28516-48615

Property Information:

Owners: Jay Tervo and Barbara McKenzie-Tervo
Location: 201 Broad Street
PIN#: 730617111568000

Project Information:

201 Broad St.
 C
 c. 1900

John Noe House. Interesting vernacular Queen Anne style 1-story, 3-bay, side gable house with center hall plan. Unusual wrap-around porch configuration with central front gable porch roof and flanking hipped roofs appears original, as do the chamfered posts with a variation of Doric capitals. Gable ends have 4/4 sash and Gothic ventilators. West elevation has a bay window with 4/4 sash, aprons, moulded cornice, and decorative brackets. Front entrance has transom and side lights. Asbestos siding.

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

Proposed work:

See Attached Application & Narrative

Material:

See Attached Description and Photos

New Construction Guidelines

Building Height/Scale

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

Materials

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

Form and Rhythm

- 7.6.1. Design new construction that reflects the basic shapes and forms on the block and in the historic district.
- 7.6.3. 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.

Exterior Lighting Guidelines

- 841. Unless original fixtures already exist, choose fixtures that are simple and unobtrusive and complement the building or site.
- 842. 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.
- 843. Avoid placing fixtures in areas that will obscure or damage character-defining architectural elements or site features.
- 844. Use ground-mounted spots or ornamental light fixtures to illuminate signs instead of internal lighting. Screen spots and accent lighting from view.
- 845. All lighting should be directed toward the property for which it was intended and should not spill over onto adjacent properties.

7.2.4.

Case #26-34
201 Broad Street
Certificate of Appropriateness



Carteret County, State of North Carolina DOT, Esri, HERE,
Garmin, INCREMENT P, USGS, EPA, USDA

201 Broad Street Neighbors

Jeff and Sandra Pickering

203 Broad Street
Beaufort, NC
+1 (919) 810-2046 c.

Mamre Marsh Wilson

302 Moore Street
Beaufort, NC
(has recently moved to Pruitt Health according to neighbors)

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-Tervo and Jay Tervo

Applicant Address: 103 Seaview Street

Business Phone: NA Email/Cell: [REDACTED]

Property Owner Name: Same as above

Address of Property: 201 Broad St

Phone Number: [REDACTED] Email/Cell: [REDACTED]

PROJECT INFORMATION

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

(See attached Pages)

Estimated Cost of Project: \$ 20,000

Year House Built: 2006

[Signature]
Applicant Signature

September 15, 2026
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.

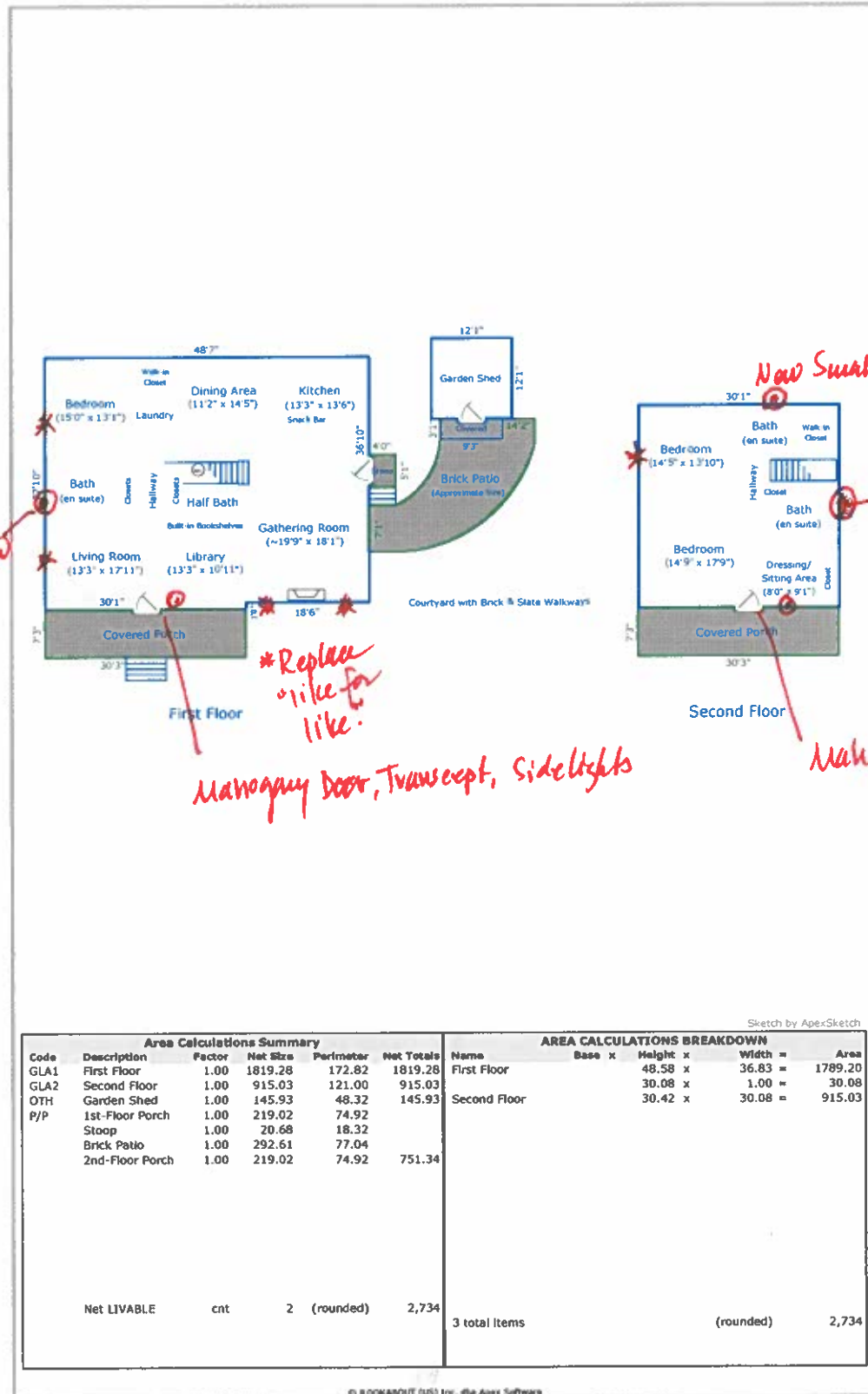
- 4. At least one set of materials, in color, that are to be evaluated by the Commission should be submitted with the application. An electronic or digital file of the work should also be submitted. Please contact Town Staff to see what electronic or digital file can be submitted.**
- 5. The applicant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

Building Sketch - Page 1

Owner	Cindy Lee Van Dover			
Property Address	201 Broad St			
City	Beaufort	County	Carteret	State NC Zip Code 28516
Client	Mary Cheatham King Real Estate			



201 Broad, @ Corner of Broad & Moore September 15, 2026

APPLICATION FOR COA FOR THE FOLLOWING:

PROJECT DESCRIPTION

**Replace aluminum Front Door, transept, sidelights with custom Mahogany.
 Replace aluminum second floor porch doors with matching Mahogany doors.
 Replace 2 porch ceiling fans on second floor.
 Replace 4 outdoor lanterns on the first and second floor porches.
 Install two small Andersen bathroom windows-and one "vent" window.**

The applicants are aware of the HPC/Planning Department requirements and will follow the guidelines as outlined below.

A pre-application review of with the planning department was held in person September 4, 2026 with Charlie Rocci.

Note: We believe these changes will "have no discernible impact on the special historic character of the house or historic district" as described in the Beaufort Historic Design Guidelines.

Details

We would like to replace or upgrade the following items with consideration to the identifying features of this colonial-like structure and the historic elements of the immediate environs, in terms of scale, building materials, and neighboring homes' features:

- ~The aluminum doors, sidelights and transom will be replaced with solid mahogany.
- ~The overhead fans on the second floor will be replaced with similar weather hardy fans.
- ~The 4 outdoor wall lanterns will replaced with electric, two bulb brass lanterns.
(See enclosed pictures and drawings)

Small Bathroom Windows

None of the bathrooms in this house have windows.

We request permission to install a small Andersen bathroom window in the same 400 series as the original windows in two locations. These are: the West side first floor; the North side second floor; and a 'vent' style window on the east facing wall on the second floor. This window is hardly visible due to the peak of the roof in front.
(See enclosed pictures.)

While the North and West side installations are smaller single vertical versions in the same 400 Andersen series as the current windows. The East side "vent" style window

201 Broad, @ Corner of Broad & Moore September 15, 2026

would be a small horizontal window in the Master Bathroom. This installation requires a horizontal window in order to fit the space above the peak of the first floor living room. Note: this window is also in the Andersen 400 series.

Guideline References and Materials

Chapter 7 - New Construction and Additions in the Beaufort Historic District
Beaufort Historic Design Guidelines

Note: 201 Broad Street was built in 2006.

7.3.2. In all circumstances every effort shall be made to ensure that new structures and the application of modern day products achieve compatibility with existing historic buildings that define the character of the Beaufort Historic District.

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

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

Form and Rhythm

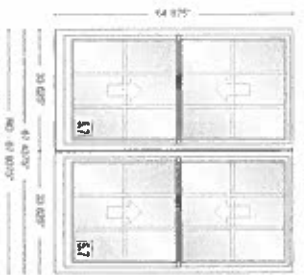
Will imitate the historic features of the house and its neighbors in the project.

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

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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.



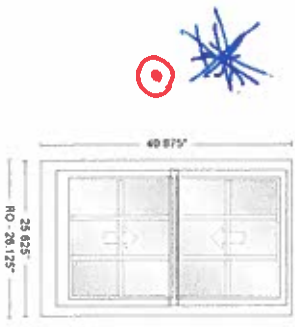


Item	Qty	Operation	Location	Unit Price	Ext. Price
200	4	AA - AA	2/8 x 5/2 twin	\$2,055.07	\$8,220.28

RO Size = 67 15/16" x 64 7/8" Unit Size = 67 7/16" x 64 7/8"

Mull: Factory Mullied, Andersen Vertical Priority Ribbon Mull, 3/16 Steel Material
TW2852-2, Unit, 400 Series Double-Hung, Equal Sash, White Exterior Frame, White Exterior Sash/Panel, Pine w/White - Painted Interior Frame, Pine w/White - Painted Interior Sash/Panel, AA, Dual Pane Low-E4 Standard Argon Fill Finelight Grilles-Between-the-Glass Standard Grille Alignment, 3 Wide, 2 High, Colonial Pattern, White, w/White, 3/4" Grille Bar, Stainless Glass / Grille Spacer, White, White, Stormwatch Lock, 2 Sash Locks White (Factory Applied), WhiteJamb Liner, DP/PG Upgrade

Unit #	U-Factor	SHGC	ENERGY STAR	Clear Opening/Unit #	Width	Height	Area (Sq. Ft)
A1	0.3	0.28	NO	A1	29.8750	27.5000	5.72000
B1	0.3	0.28		B1	29.8750	27.5000	5.72000



Item	Qty	Operation	Location	Unit Price	Ext. Price
300	2	Northeast wall, 2nd floor west wall, #1	2/0 x 3/2 singles Bathrooms	\$632.68	\$1,265.36

RO Size = 26 1/8" x 40 7/8" Unit Size = 25 5/8" x 40 7/8"

TW2032, Unit, 400 Series Double-Hung, Equal Sash, Installation Flange, White Exterior Frame, White Exterior Sash/Panel, Pine w/White - Painted Interior Frame, Pine w/White - Painted Interior Sash/Panel, AA, Dual Pane Low-E4 Standard Argon Fill Finelight Grilles-Between-the-Glass Standard Grille Alignment, 3 Wide, 2 High, Colonial Pattern, White, w/White, 3/4" Grille Bar, Stainless Glass / Grille Spacer, White, White, Stormwatch Lock, 2 Sash Locks White (Factory Applied), WhiteJamb Liner, DP/PG Upgrade

Unit #	U-Factor	SHGC	ENERGY STAR	Clear Opening/Unit #	Width	Height	Area (Sq. Ft)
A1	0.3	0.28	NO	A1	21.8750	15.5000	2.36000

Small windows like large windows currently in house installed in 2 Bathrooms



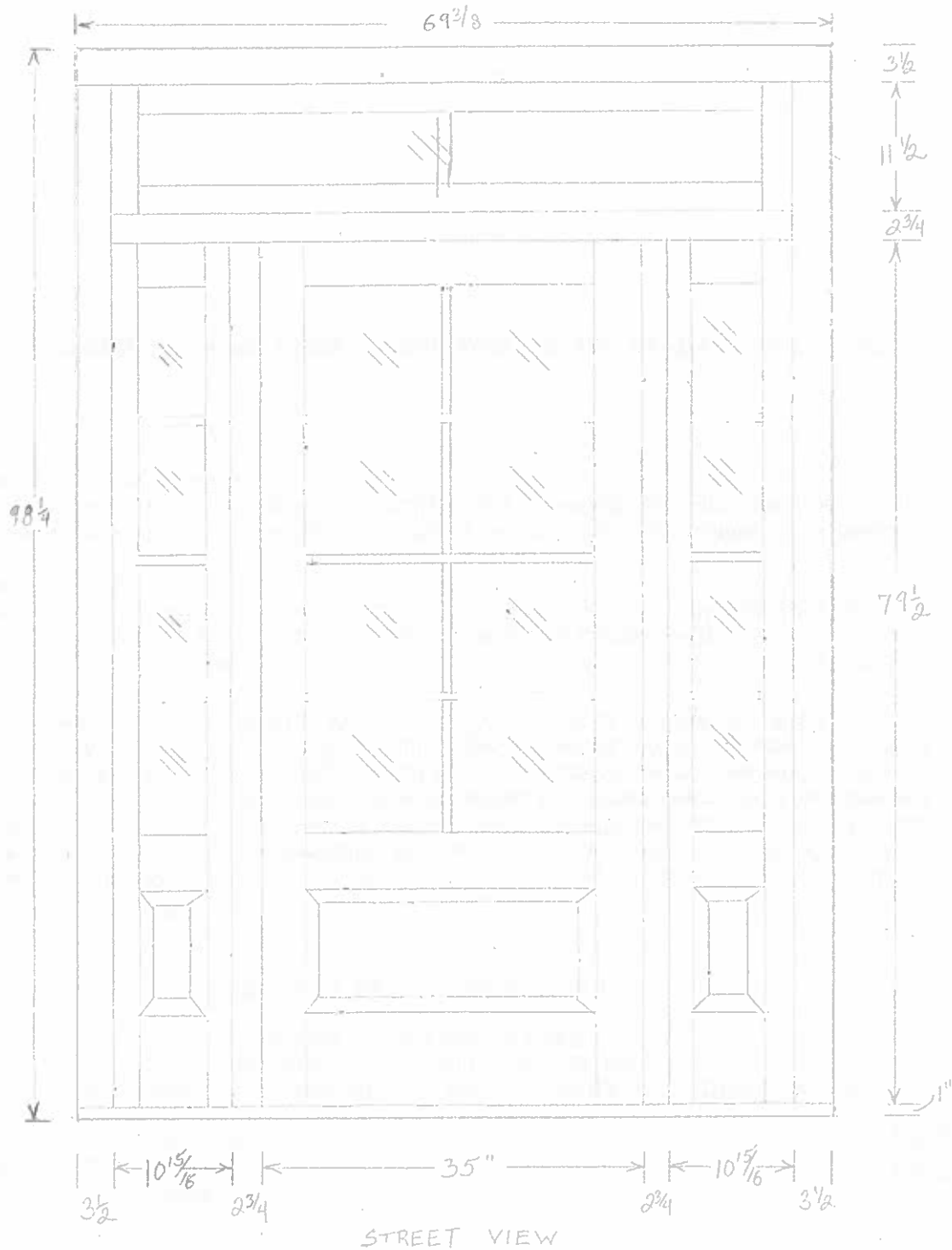
BALCONY STREET VIEW

$$1 = 1 - 0$$

Current Front Door

201

Proposed Front Door / Broad Street
Mahogany / glass



1" = 1'-0"



CHECKLIST OF MATERIALS REQUIRED FOR COA APPLICATION

1. ~~NA~~ If a project involves the reconstruction of an earlier feature of a historic structure, good documentation is required of the prior existence of that feature.
2. ~~NA~~ If a project involves replacing existing features of a historic structure, justification for replacement and a description and/or sample of the new material(s) must be furnished.
3. ☒ Photographs of site and existing building.
4. ☒ Detailed plans showing both existing and proposed conditions and elevations of proposed buildings.
5. ~~NA~~ Site plan with dimensions showing both existing and proposed conditions.
6. ☒ Completed adjacent property owners form (on back of application).
7. ~~NA~~ Landscaping plans indicating major plant materials.
8. ~~NA~~ Indication of tree removal if necessary.
9. ☒ Description of all building materials (siding, roofing material, windows, door, etc.).
10. ~~NA~~ Material samples.
11. ~~NA~~ Exterior paint color samples for projects involving any change in exterior color.
12. ~~NA~~ Indication of any planned demolition.
13. ☒ Streetscape photographs.

FOR SIGNS:

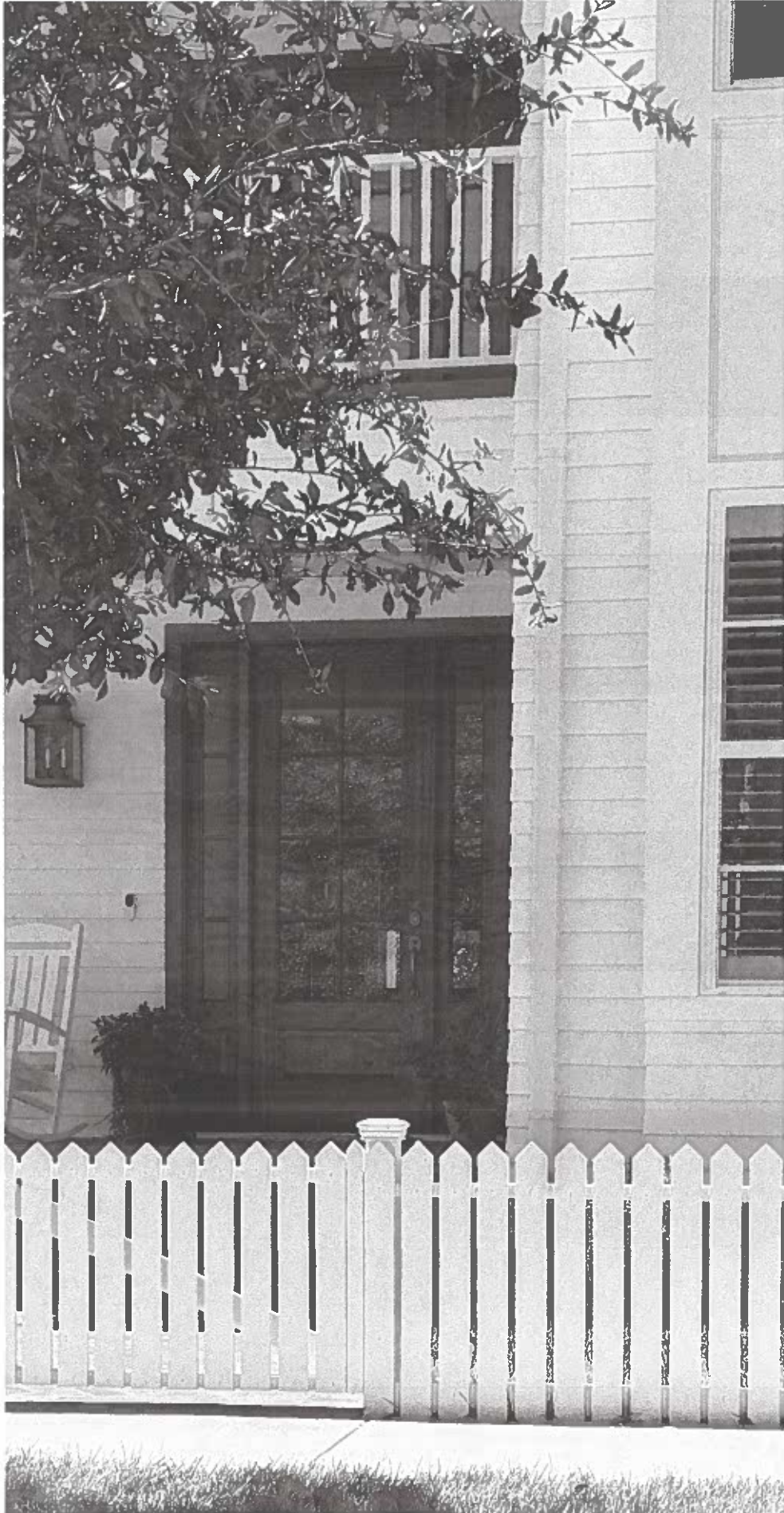
14. ☐ Dimensions of the sign.
15. ☐ A drawing indicating size and type of lettering and overall design.
16. ☐ Colors to be used.
17. ☐ Location of the sign on the structure.
18. ☐ Materials sign will be made of.

FOR HOUSE PLAQUES:

19. ☐ See guidelines on page 35.
20. ☐ Name, date suggested, and research submitted with photos.

Sample of Neighborhood Doors

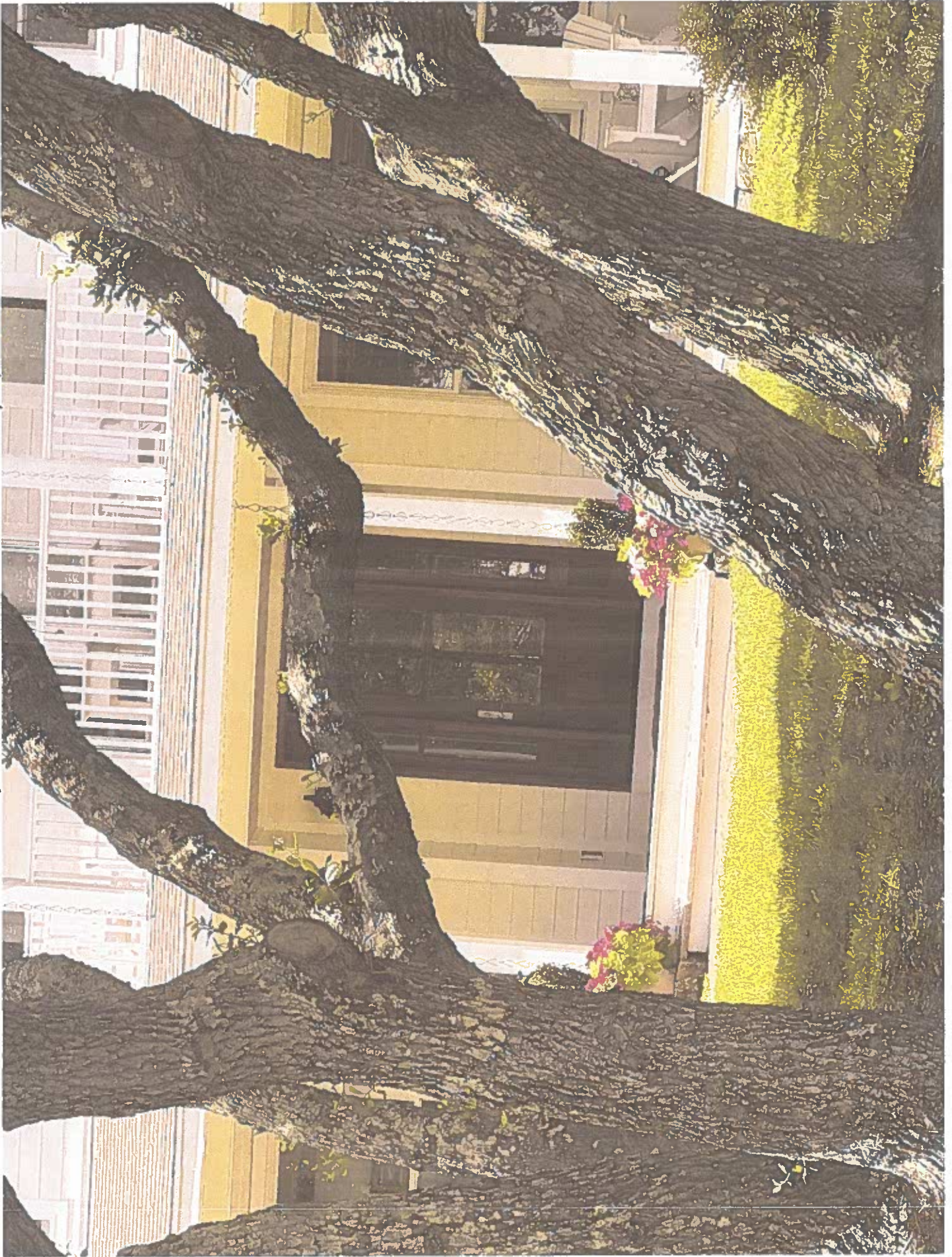
5.







Example Front Doors 1st Floor Veranda

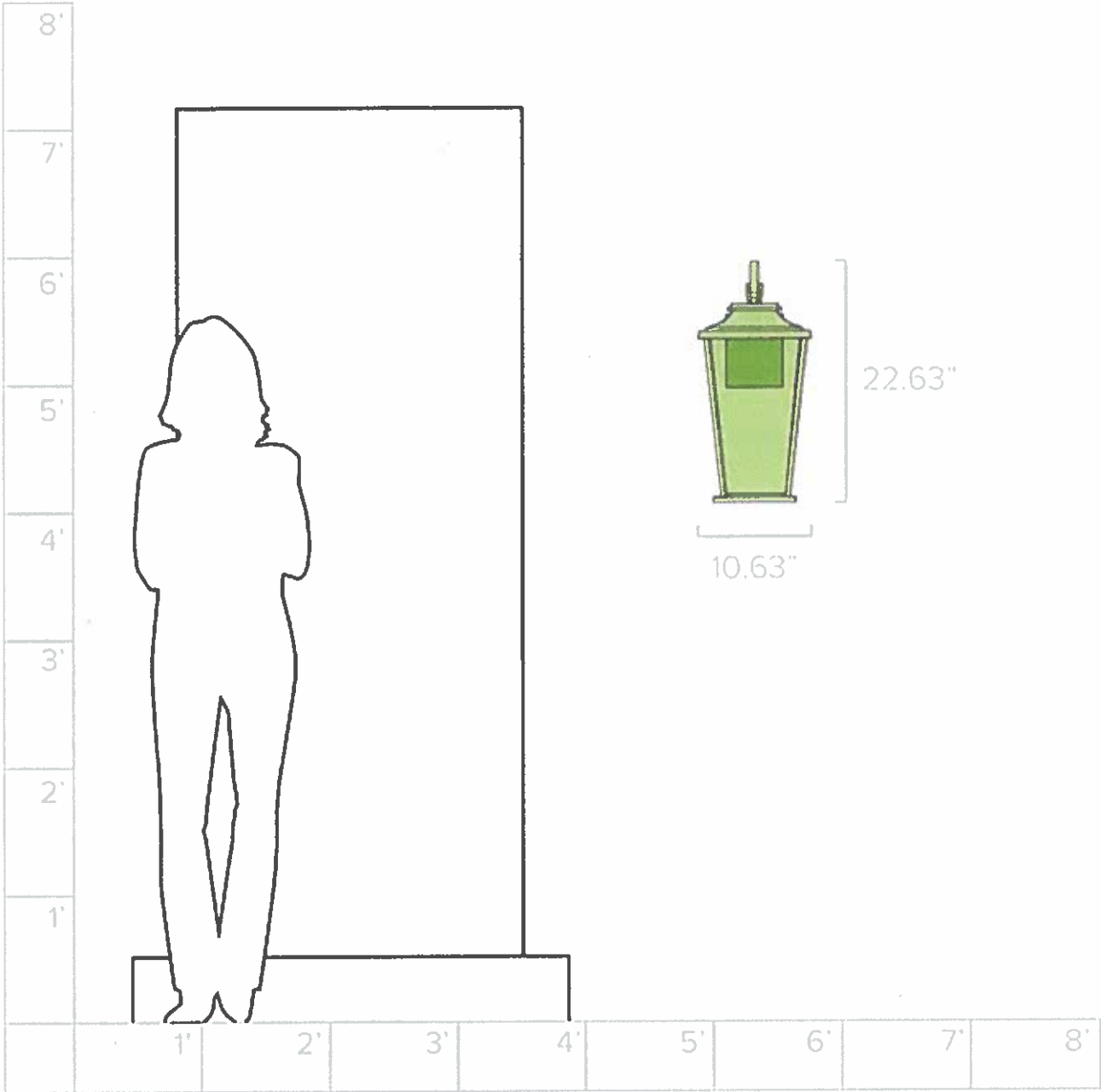


Deteriorated Porch Fan X2
2nd Fl Veranda



The Warren Outdoor LED Wall Sconce from Visual Comfort Studio brings the classic lantern into the modern age without losing its familiar charm. Sean Lavin designed this fixture with clear glass panels, all wrapped in a frame that feels substantial without being bulky. Dark sky compliant, this sconce prevents unnecessary light from spilling upward into the night sky. Perfect for framing doorways or lining pathways, it has the versatility to work as a standalone fixture or as part of a coordinated lighting plan across larger exterior spaces.





2nd floor - Vent Hidden by Foliage

Vent Window *

Replace

* Vent Window hidden from Front view



example
can all be
work up
Vank

Item Qty Operation Location Unit Price Ext. Price

200 1 Vent Bathroom \$959.47 \$959.47

RO Size = 48 1/2" x 17 1/2" Unit Size = 48" x 17"

AR41, Unit, 400 Series Awning, Installation Flange, White Exterior Frame, Pine w/White - Painted Interior Frame, Vent, Dual Pane Low-E4 SmartSun Standard Series Argon Fill Contour Finelight Grilles-Between-the-Glass 4 Wide, 1 High, Specified Equal Light Pattern, White, w/White, 3/4" Grille Bar, Traditional Trim Stop Profile Stainless Glass / Grille Spacer, Traditional Folding, White, Corrosion Resistant Hardware, DP/PG Upgrade, White, Full Screen, Aluminum

Hardware: PSA Traditional Folding White PN:1521039

Insect Screen 1: 400 Series Awning, AR41 Full Screen Aluminum White PN:1505365

Unit # U-Factor SHGC ENERGY STAR

A1 0.28 0.19 YES

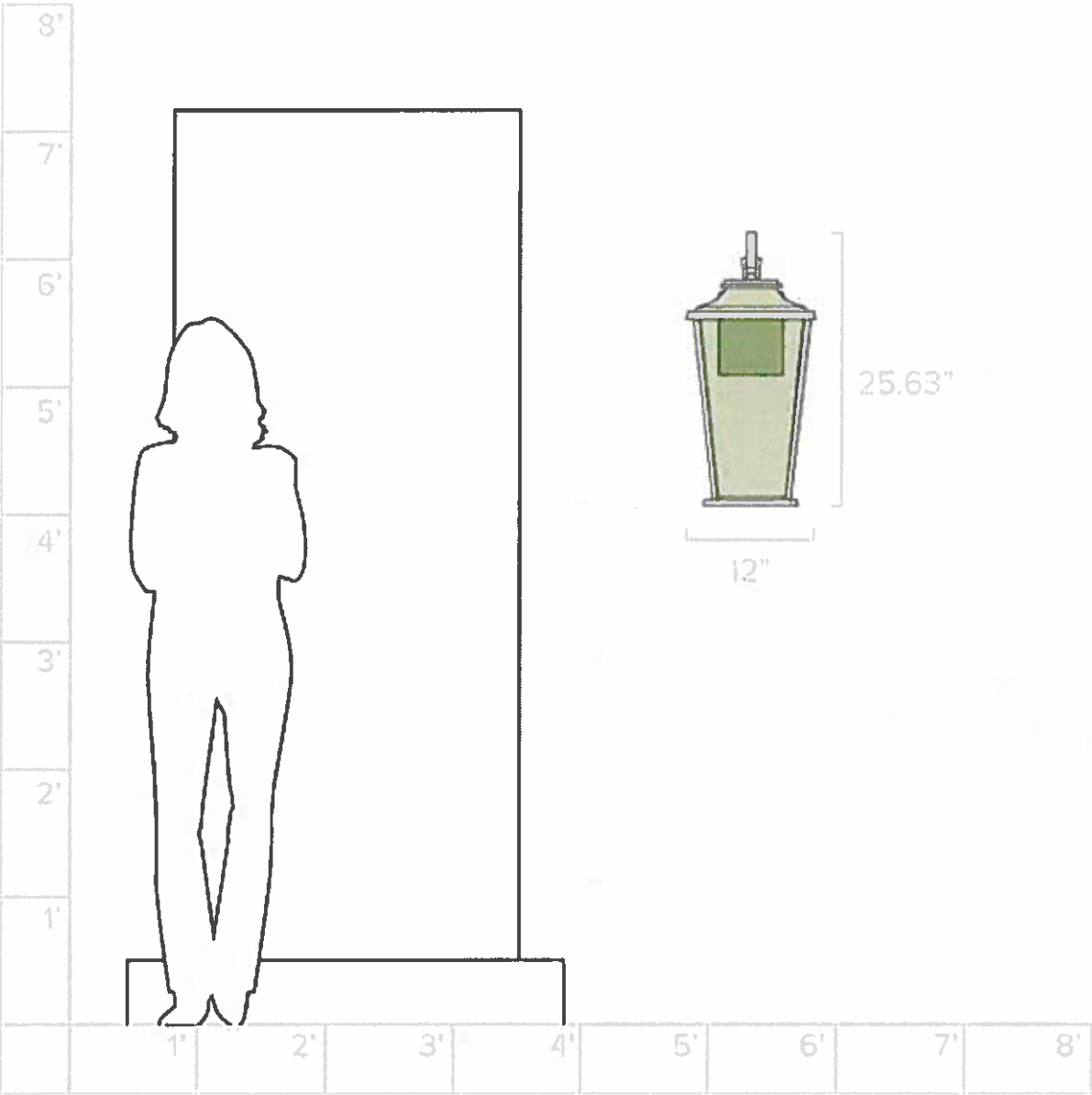
"Vent" windows for Master on East Wall

CUSTOMER SIGNATURE

DATE

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

Thank you for choosing Andersen Windows & Doors





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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, October 6, 2026 – 614 Broad Street – Train Depot

AGENDA CATEGORY: New Business

SUBJECT: Case #26-35 – 611 Front Street – Install two and three rail fence on town docks.

BRIEF SUMMARY:

Install two and three rail fence on town docks and create opening near Perry Harlow's kiosk. This project was approved by the Beaufort Board of Commissioners at their September 14 meeting and will require HPC approval prior to construction.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Charles Rocci

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Charles Rocci
Date: October 6, 2026
Case No. Case # 26-35 – 611 Front Street – Install two and three rail fences along town docks.

Request: 611 Front Street – Install two and three rail fence along town docks.

Applicant: Charlie Rocci
 701 Front Street
 Beaufort NC 28512

Property Information:

Owners: Town of Beaufort
Location: 611 Front Street
PIN#: 730505291483000

Project Information:

Approved by the Town of Beaufort Board of Commissioners at their September 14 regular meeting. Project includes continuing the two-rail fence along front street between Perry Barlow's kiosk and the Crystal Coast Lady Kiosk. A three-rail fence will be used along the length of the Crystal Coast Lady dock on both sides. An ADA compliant opening 48" in length will be created adjacent to Perry Barlow's kiosk and the concrete will be notched to conform to North Carolina Building Code requirements.

Proposed work:
 See Attached Application & Narrative

Material:
 See Attached Description and Photos

Accessibility and Life Safety Guidelines

- 6.8.1. Locate fire exits, stairs, landings, and ramps so that they are compatible with the character of the building or site. For example, wheelchair ramps may replicate a railing detail on a building or be of a simple design that allows it to blend discreetly with its surroundings. Such elements should be painted to tie in with the structure.

Docks, Piers, and Boardwalks Guidelines

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

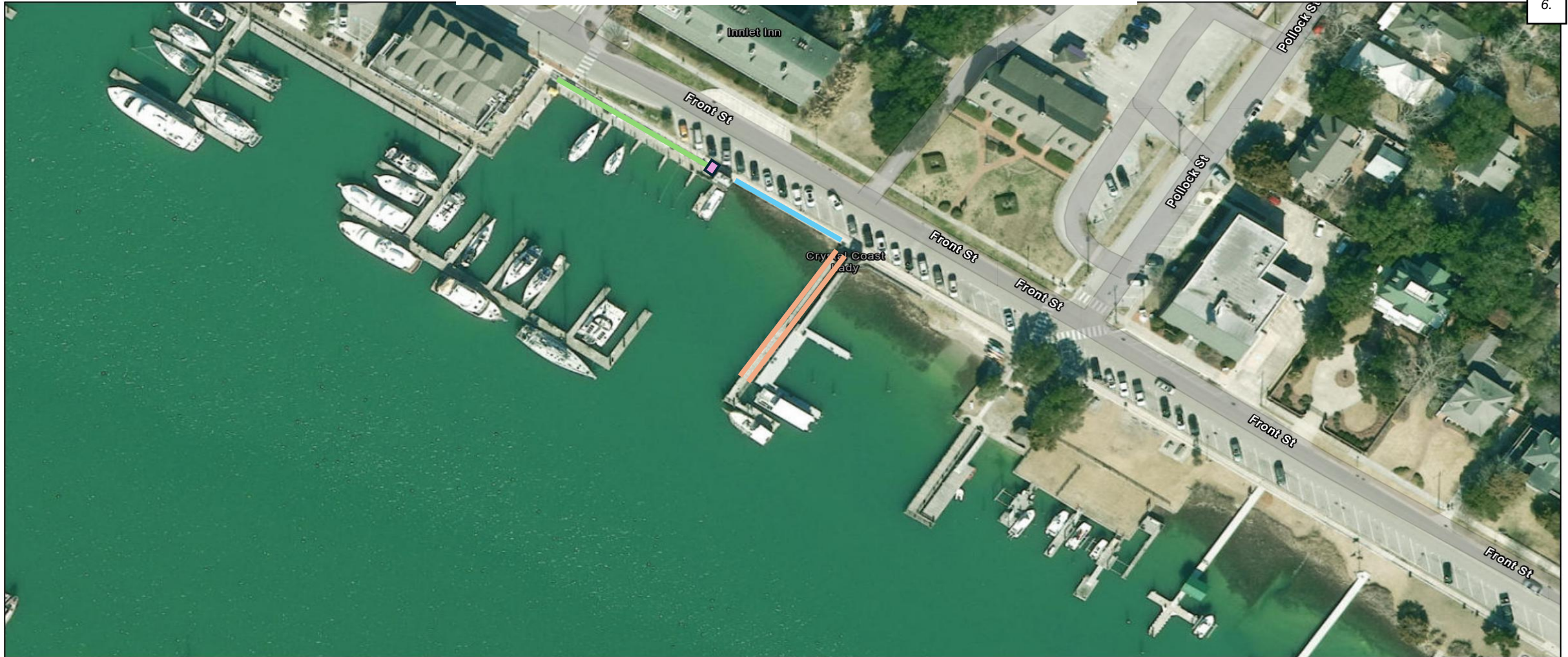
Case #26-35
611 Front Street
Certificate of Appropriateness

6.



October 6, 2026 Town Dock Improvements

6.



9/22/2026, 1:38:58 PM

World Imagery

Low Resolution 15m Imagery

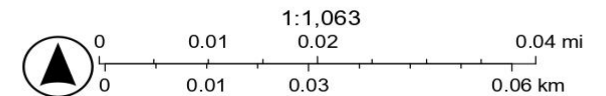
High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

30cm Resolution Metadata

- Existing Two Rail Fence
- Proposed Two Rail Fence
- Proposed Three Rail Fence
- Proposed ADA Compliant Opening



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community, NC Division of Coastal Management (DCM), NC CGIA, Microsoft, Vantor



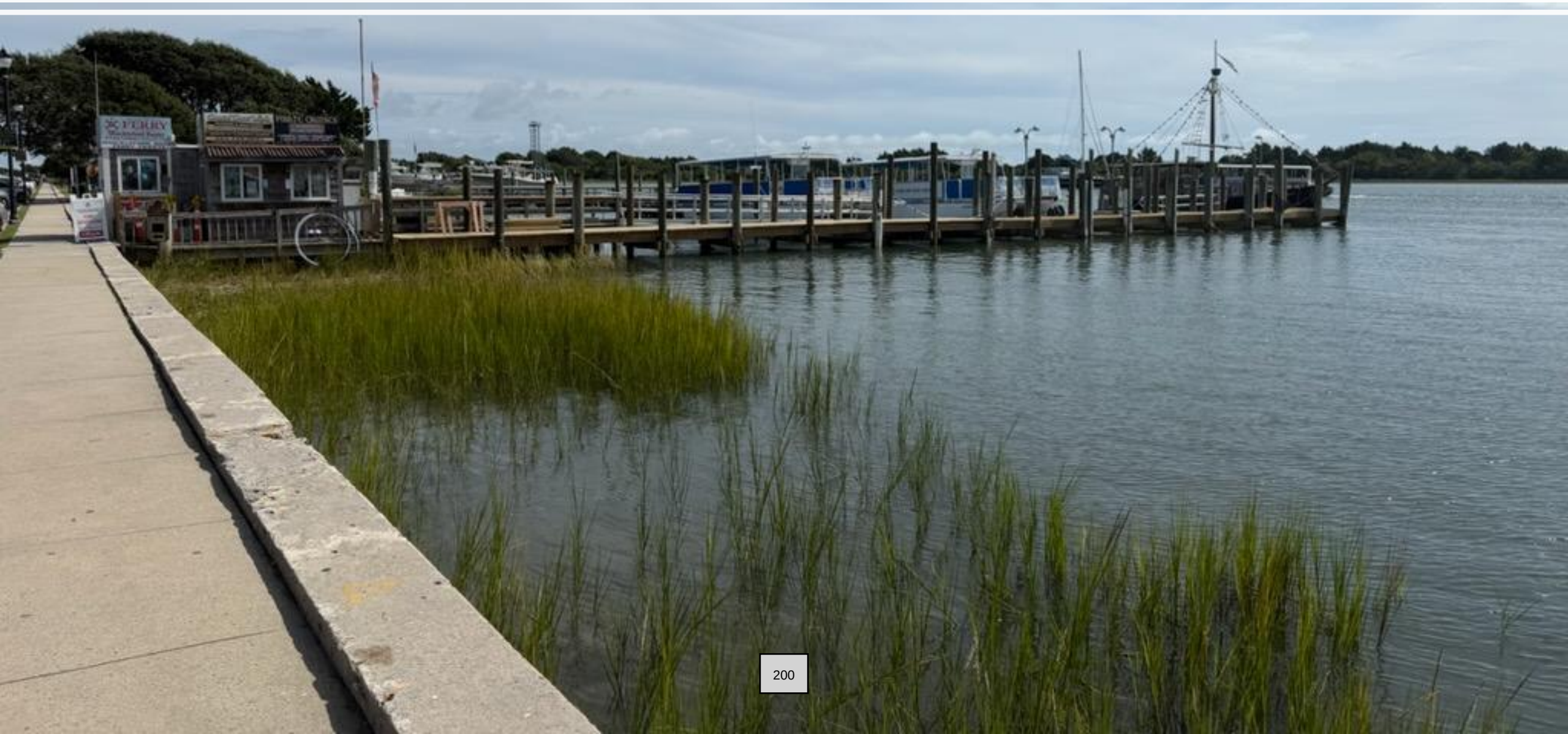
611 Front Street COA

Update to Town Dock Railing Improvements

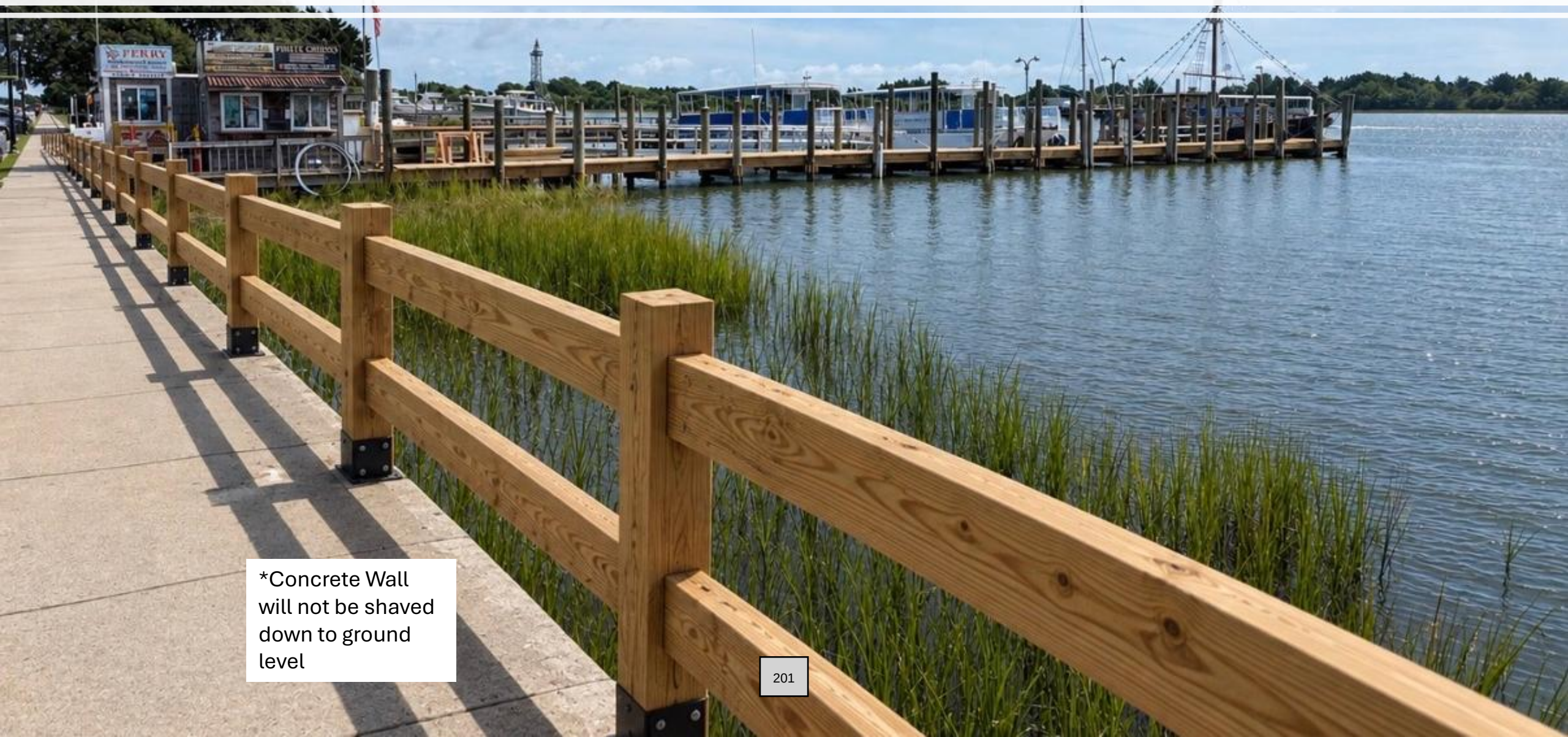


Existing Conditions

Existing Conditions

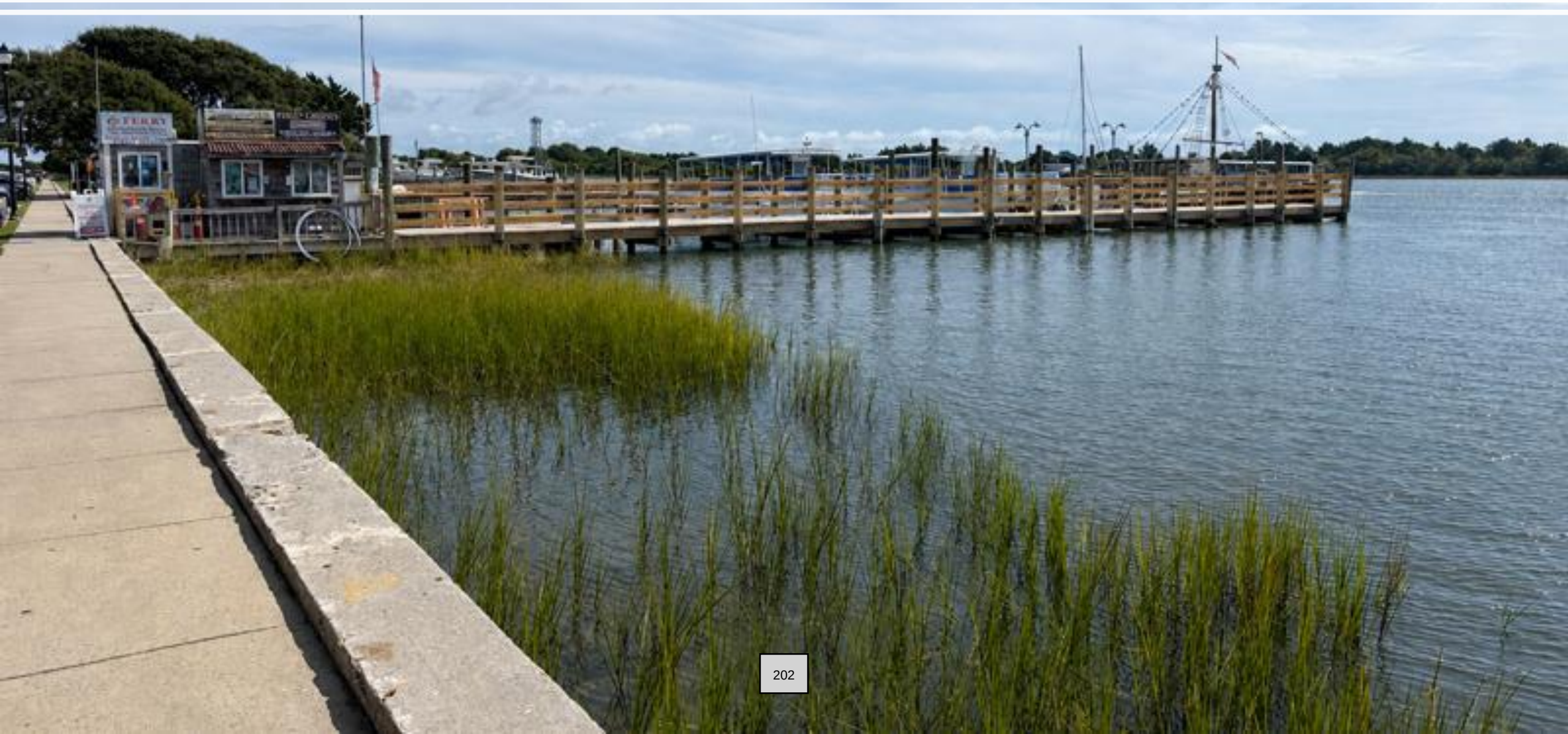


Proposed Two Rail Fence



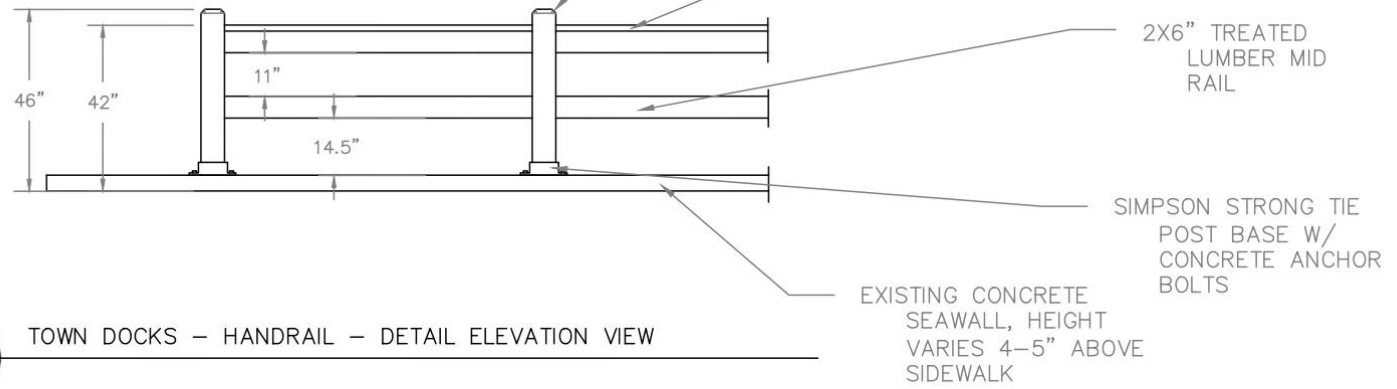
*Concrete Wall
will not be shaved
down to ground
level

Proposed Three Rail Fence

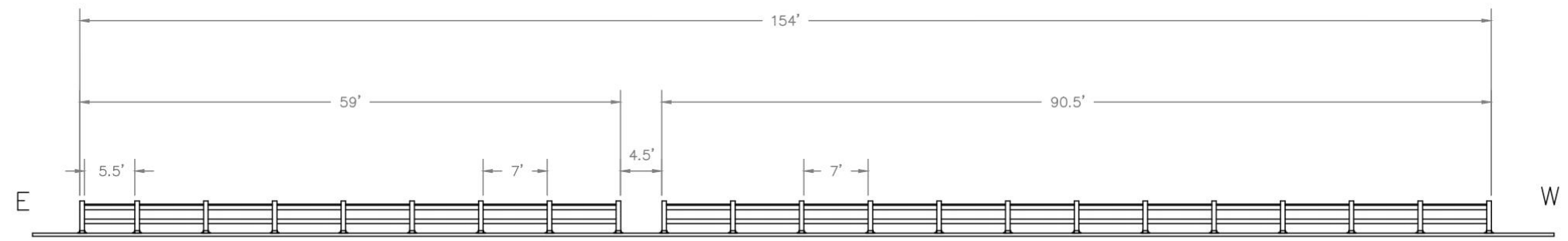


Sam Bell, PE—Town Engineer
3/26/26

Hand Rail Design



1 TOWN DOCKS — HANDRAIL — DETAIL ELEVATION VIEW



2 TOWN DOCKS — HANDRAIL — OVERALL LAYOUT

HPC Applicable Design Guidelines

- Guideline 6.8.1 Locate fire exits, stairs, landings, and ramps so that they are compatible with the character of the building or site. For example, wheelchair ramps may replicate a railing detail on a building or be of a simple design that allows it to blend discreetly with its surroundings. Such elements should be painted to tie in with the structure.
- Guideline 8.7.1 Use a design that is simple, functional, and utilitarian. Traditional docks were built of post-and-lintel construction using wood pilings, cross-members, and decking. Avoid the use of railings or other non-historic features that extend above the deck floor line, unless required by law for safety reasons. Avoid lighting fixtures that are too prominent or that are not utilitarian and functional in appearance.
- Guideline 8.7.2 Built in features such as pavilions, gazebos, screened rooms, or other types of roofed structures, such as boat sheds, are not appropriate.

Narrative and Guideline Response

- The proposed three-rail fence will utilize a simple, functional, and utilitarian design that is compatible with the existing character of the waterfront site. The use of wood posts and horizontal rails is consistent with the traditional wood construction and utilitarian character of the surrounding docks and waterfront improvements. The railing will be limited in height and scale and will be located only where necessary to provide safety and separation along the edge of the dock.
- The proposed design avoids unnecessary decorative elements or features that would detract from the historic character of the site. The natural wood finish will complement the existing wood docks and other site elements, allowing the railing to blend into the surrounding waterfront environment. No roofed structures, pavilions, gazebos, screened rooms, or other built features are proposed as part of the improvement. The railing is intended solely as a functional safety element and will not introduce additional architectural features beyond what is necessary for its purpose.

Adjacent Property Owners



Owner Name	Mailing Address
INLET INN CRYSTAL COAST LLC	601 FRONT ST BEAUFORT, NC 28516-2209
BB&T OF NORTH CAROLINA PROPERTY TAX COMPLIANCE	PO BOX 167 WINSTON SALEM, NC 27102-0167
CROATAN INVSTMENTS CO LLC	805 FRONT STREET BEAUFORT, NC 28516
EURY LYNN W ETUX FAYE	4472 CYPRESS PARK DR MOBILE, AL 36619-0010



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

August/September 2026 Minor Works

Project #	Date	Applicant	Address	Project Information	Permit #
26-05	8.13.26	C Gull Tree Service / Annette Williamson	201 Front St	Remove pecan tree from back yard	N/A
26-06	8.18.26	Mark Eakes / Town of Beaufort	113 Craven St	Add 10x10x10 fence around trash receptacle	20260496
26-07	8.27.26	Robert Green Brown	109 Broad St	Removal of dead tree in front of house, leave stump	N/A

August/September 2026 Like-for-Like

L26-13	8.4.26	Michelle LaRussa	114 Moore St	Replace fence back to original fence	N/A
L26-14	9.9.26	Jeff Larson	303 Turner St	Replace driveway concrete and sidewalk with like	N/A
L26-15	9.14.26	Superior Structures / Jeff Larson	303 Turner St	Replace original wood windows with new Jeld-Wen wood windows	TBD
L26-16	9.15.26	Jay Tervo / Barbara McKenzie-Tervo	201 Broad St	Replace Andersen windows with same	N/A
L26-17	9.15.26	Jay Tervo / Barbara McKenzie-Tervo	201 Broad St	Replace Nachiha “cedar” cement fiber siding to match existing	N/A