



## **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](http://www.beaufortnc.org)

### **Town of Beaufort Board of Adjustment Regular Meeting 6:00 PM Monday, November 25, 2019 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting**

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**Call to Order**

**Roll Call**

**Agenda Approval**

**Minutes Approval**

1. Draft Minutes of the July 22, 2019 Meeting

**Items for Discussion and Consideration**

1. Variance Request for 208 Gordon Street
2. Consideration of the 2020 Board of Adjustment Calendar

**Staff Comments**

**Commission / Board Comments**

**Adjourn**





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### **Town of Beaufort Board of Adjustment Regular Meeting 6:00 PM November 25, 2019 – Train Depot, 614 Broad Street**

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**AGENDA CATEGORY:** Approval of Minutes  
**SUBJECT:** Draft Minutes of the July 22, 2019 Meeting

**BRIEF SUMMARY:**

Draft minutes of the July 22, 2019 Meeting

**REQUESTED ACTION:**

Approval of the minutes as presented or as amended.

**EXPECTED LENGTH OF PRESENTATION:**

5 minutes

**SUBMITTED BY:**

Dee Garner, Administrative Specialist

**BUDGET AMENDMENT REQUIRED:**

No





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### **Town Of Beaufort Board of Adjustment Regular Meeting MINUTES**

**6:00 PM Monday, July 22, 2019 - 614 Broad Street, Beaufort**

#### **1. Call to Order/Pledge of Allegiance/Roll Call**

Chair Davis called the meeting to order and asked everyone to stand for the Pledge of Allegiance.

The secretary called roll and declared a quorum present. In attendance for the Board of Adjustment was Charles Davis, Pete Evans, Wendi Oliver, Robert Terwilliger and Steve Weeks.

Others in attendance included Planning Director Kyle Garner, Code Enforcement Official Jeremy Ganey, Board Secretary Debbie Graham, Intern Brady Golden, Town Attorney Jill Quattlebaum, and Town Commissioners Ann Carter, Sharon Harker, and Marianna Hollinshed.

#### **2. Agenda Approval**

Member Terwilliger made a motion to adopt the agenda as presented. Vice Chair Evans seconded the motion and the vote was 5-0 in favor of the motion.

#### **3. Minutes Approval**

Vice Chair Evans made a motion to approve the March 25, 2019 minutes as submitted and the June 24, 2019 minutes as submitted. Member Terwilliger seconded the motion and the vote was unanimous in favor of approving both sets of minutes.

#### **4. Items for Discussion and Consideration**

The board secretary swore in applicants Joseph and Susan Johnson and Planning Director Kyle Garner as no others could give testimony during this public hearing.



## A. Appeal of Staff Decision

Chair Davis asked Mr. Garner if he would be making a presentation. Mr. Garner replied he would and gave the following:

- The item for consideration is whether or not the Johnson's submitted their appeal in a timely manner which would lead to an actual public hearing
- On several occasions Mrs. Johnson came to Staff with complaints against 807 Ann Street
- After every complaint, Staff followed up with a phone call to Mrs. Johnson
- Mrs. Johnson asked in late March if the decision Staff made was final and he stated it was and he did so in the presence of Staff who are at this meeting including Ms. Graham
- Staff was requested by Mrs. Johnson to put the decision in writing which was done around April 16, 2019 however the final decision was made either on March 28 or 29, 2019
- As per the NC General Statutes and the Land Development Ordinance, Staff's decision does not have to be made in writing to the Johnson's - and he does feel this is why this item was delayed so long - so the attorneys could confirm the decision did not have to be made in writing

Member Terwilliger asked if in any case where a final decision is made on an item, if written correspondence is sent to all parties involved. Mr. Garner stated we do not and in fact, Staff makes final decisions on many things including building permits that do not have a written notification. Member Terwilliger felt there was at least a paper trail for building permits and he could see some misinterpretation regarding when the appeal process actually started.

Vice Chair Evans asked what the issue was for it to take 12 business days to get the letter to the Johnsons. Mr. Garner replied Staff has been exceptionally busy with the Commissioners and the other three Boards we serve.

Vice Chair Evans stated the date the decision was made was not included in the April 16th letter to the Johnson's. Mr. Garner stated he would include that date should this ever come up again. He added when the final decision was made, there were several Staff members in attendance because the decision was made just outside of Ms. Graham's office.

Chair Davis asked if he put the decision in writing just to be nice about making the decision. Mr. Garner stated he put the decision in writing at the request of Mrs. Johnson. He added that his opinion on this matter has not wavered at all.

Vice Chair Evans asked at the time of the final decision, March 28 or 29, 2019, if the Johnsons verbally stated they would appeal his decision. Mr. Garner said they did not but at the time he told the Johnsons that appealing would be an option if they did not like his final decision. Vice Chair Evans asked if he told the Johnsons about the timeline aspect of the appeal. Mr. Garner stated he did not.

Mrs. Johnson stated she approached Kyle about 807 Ann Street and he told her



someone would take a look at the project. She said a week went by and she heard nothing and so she came back into the office numerous times and still heard nothing. Another week went by, she added, and she and Mr. Johnson came to the office and this is when they met with the whole staff. Mrs. Johnson said originally this was a humongous structure on her [property] line - just posts and at the beginning of May she started seeing walls going up. She stated she talked with Kyle early on about the shower going up because the neighbor informed her they were going to put in shower. She said when they met with Staff, Staff showed us no plans and she and her husband did not know what the scope of work was for this project. Mrs. Johnson requested that things be put in writing so she could understand the process. She said she asked for a letter and she kept going into the office and still there was no letter. She said she spoke with Ms. Graham who said it was supposed to be on her desk and it wasn't and she left her phone number with Ms. Graham so she could be called when the letter was ready. She testified she picked up the letter on April 17th even though it is dated April 16th. She observed the letter had no mention of the outdoor shower but does mention a landscape feature. She affirmed the only part of this they are objecting to is the outdoor shower which is going to be eight feet by eight feet.

Mrs. Johnson asked Ms. Graham if there was a form to fill out to request an appeal of the shower and she was told there was no form and to submit a letter requesting the appeal. Mrs. Johnson asked Ms. Graham when the deadline for submitting the letter would be and after consulting her calendar, Ms. Graham told Mrs. Johnson to submit by May 7 so the Board of Adjustment could hear the case at the end of May (the Johnson's letter is dated May 6, 2019 - it is unknown when Staff received the letter).

Member Terwilliger asked Mrs. Johnson if what she had heard was that the letter requesting an appeal should be turned in by May 7th. Mrs. Johnson said it was and when she submitted the letter, Ms. Graham was not in her office to give the appeal letter to so she gave it to another staff member. Mrs. Johnson spoke with the staff member a few days later and the staff person said they turned the appeal letter over to the town attorneys. Member Terwilliger stated it is clearly written there is a 30 day timeline and wanted to know if Mrs. Johnson had been informed of the timeline. Mrs. Johnson said the only timeline she was aware of was the one given to her by Ms. Graham and that was May 7th. Mrs. Johnson added had she known about the 30 day timeline for the appeal, she would have acted quicker. Again, Mrs. Johnson stated they are not appealing the entire landscape feature, only the outdoor shower. Member Terwilliger stated this is not what they are deciding tonight.

Chair Davis asked Mrs. Johnson if she felt she met the timeline. Mrs. Johnson replied she had because she turned in the appeal letter before the submittal date given to her by Ms. Graham.

Mr. Garner, in rebuttal, submitted a phone message receipt and he stated this shows there was some conversations between Mrs. Johnson and Ms. Graham prior to the receipt of the letter.

Member Weeks stated that as in a Court decision, until you have something in



writing how do you know when the appeal process timeline begins.

Member Terwilliger added as the rules are written, the response can be verbal. He added the letter doesn't state when the timeline begins and he feels this would have been critical to the Johnsons had they known when the clock began.

Member Oliver asked when the decision was made. Mr. Garner stated if you follow the timeline he presented you will see when the timeline began.

Member Weeks made a motion to accept the appeal as being timely. Member Terwilliger seconded the motion. The vote was 5-0 in favor of the motion.

Mr. Garner stated for the record the actual appeal would be set for the August 26, 2019 meeting for only the outdoor shower element as the applicant testified this is what they want to appeal.

The Chair closed the public hearing on this matter.

#### 5. Commission/Board Comments

Member Terwilliger felt that the LDO needs to be clearer and that the rule about written notice needs to be amended.

Member Weeks asked if anything else was brewing for August. Mr. Garner said it would be illegal for him to say anything about pending cases.

#### 6. Staff Comments

Mr. Garner wanted the Board to know that all issues with 400 Front Street had been resolved. He added that Ms. Toma submitted a second application which changed dramatically and the Historic Preservation Commission (HPC) unanimously approved it. He stated he has received written notice withdrawing the application the HPC heard in January which was appealed to this Board in May.

#### 7. Adjourn

A motion was made by member Terwilliger to adjourn. Member Oliver seconded the motion and the vote was unanimous in favor of the motion.

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Charles Davis, Chair

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Debbie Graham, Board Secretary





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### **Town of Beaufort Board of Adjustment Regular Meeting 6:00 P.M. November 25, 2019 – 612 Broad Street – Train Depot]**

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**AGENDA CATEGORY:** Public Hearing  
**SUBJECT:** Variance Request for 208 Gordon Street

#### **BRIEF SUMMARY:**

The property owner, Ms. Sue Abreu, is requesting a variance to allow 5' - 9.5" encroachment into the rear setback and 4' - 8.5" into the side yard setback in order to provide sheltered off-street vehicle parking during inclement weather.

#### **REQUESTED ACTION:**

Conduct Public Hearing  
Consider Evidence & Testimony  
Deliberate/Discuss request  
Decision on Request/Findings

#### **EXPECTED LENGTH OF PRESENTATION:**

15 Minutes

#### **SUBMITTED BY:**

Kyle Garner, AICP  
Planning Director on behalf of Kate Allen, Planner

#### **BUDGET AMENDMENT REQUIRED:**

N/A



# Memo

**To:** Town of Beaufort Board of Adjustment  
**From:** Kate Allen, Town Planner  
**Date:** November 12, 2019  
**Re:** Variance Request for 208 Gordon Street

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**Applicant:** Sue Abreu

**Property Owner:** Sue Abreu

**Property Address:** 208 Gordon Street

**PIN:** 730506398453000

**Property Zoning District:** RS-5 Residential Single Family District

**Flood Zone:** X

**Existing use:** Single Family Residential

**Lot Dimensions:** 72.5' (Wide)

106.0' (Deep)

7,685 ft<sup>2</sup> (Existing Lot of Record)

**Request:** Applicant is requesting a variance to allow 5'- 9.5" encroachment into the rear setback and 4'- 8.5" into the side yard setback in order to provide sheltered off-street vehicle parking during inclement weather.

**Property Information:** The Applicant has supplied the Board with a Survey/Site Plan and the reason for the variance request. See attached information from Applicant.

**Facts:**

- Subject property is currently zoned RS-5 Residential
  - Setback Requirements
    - Front: 20 Feet
    - Rear: 15 Feet
    - Side: 5 Feet
  - Impervious Surface Coverage Restrictions
    - Maximum 50%
- The subject property is an existing, conforming lot of record.
- The residence on the subject property is an existing nonconforming structure as it does not meet the front setbacks of the RS-5 Residential District.
- The allowable impervious surface coverage for this lot is 3,842.5 square feet
  - The existing impervious surface coverage is 3,352.35 square feet
  - The proposed impervious surface coverage is 3,339.19 square feet
- The subject property is not located within a Special Flood Hazard Area



**Attachments:**

1. Excerpts from the Town of Beaufort Land Development Ordinance
  - A. Section 7: RS-5 Residential Single-Family 5 Development District
  - B. Section 11: Nonconformities
  - C. Section 21: Board of Adjustment
2. Maps
  - A. Aerial
  - B. Zoning
  - C. Topography
3. Vicinity Map & Notified Property Owners
4. Applicant Materials
5. Carteret County Tax Parcel Card



***RS-5 Residential Single-Family 5 Development District.***

This residential district classification is intended for existing or older neighborhoods characterized by single-family residences on relatively smaller lots and provides reduced setback requirements and a defined street orientation. The purpose of this district is to provide relief to existing lots of record which make them difficult to be developed as single-family residences. The RS-5 district has a fifty percent (50%) lot coverage restriction which must be maintained. No buildings, houses, or structures, excepting noncommercial docks or piers as specified in section 2-H of this Ordinance, will be erected on the south side of Front Street in this district. Uses in this district which require potable water or sanitary sewer must be connected to both municipal water and municipal sewer.

**1) Minimum Lot Size.**

All lots in the RS-5 district shall be a minimum of five thousand square feet (5,000 ft<sup>2</sup>).

**2) Residential Density.**

- a) All lots in the RS-5 district shall be limited to one single-family detached dwelling per lot.
- b) All lots in the RS-5 district shall not exceed an impervious surface area requirement of fifty percent (50%).

**3) Minimum Lot Width.**

All lots in the RS-5 district shall have a minimum lot width of fifty feet (50') at the minimum building line.

**4) Building Setback and Building Height Requirements and Limitations.**

Subject to the exceptions allowed in this Ordinance, each structure on a lot in this zoning district shall be set back from the boundary lines of the lot at least the distances provided in the tables set forth in this section. The building height limitation in this district is provided in the tables set forth in this section.

**Table 7-17 Interior Lot Requirements**

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
RS-5	20 feet	15 feet	5 feet	35 feet

**Table 7-18 Corner Lot Requirements**

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Side (Right-of-Way) Setback</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
RS-5	20 feet	10 feet	15 feet	5 feet	35 feet

**Table 7-19 Double Frontage Lot Requirements**

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Rear (Right-of-Way) Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
RS-5	20 feet	20 feet	5 feet	35 feet



Where a lot extends across Front Street, the above setbacks shall apply to the portion of the lot north of Front Street. The docks or piers permitted on the south side of Front Street will be subject to an eight feet (8') side setback, or any more restrictive setback required by CAMA, or the regulations promulgated thereunder.

5) Accessory Building Setback Requirements.

All accessory buildings must comply with the setback requirements as set forth in section 2-F of this Ordinance, section 6 of this Ordinance, section 15 of this Ordinance, and all sections of this Ordinance.

6) Permitted Uses.

Antenna Co-Location on Existing Towers	Indoor/Outdoor, Private Neighborhood Recreation Center, Public
Athletic Field, Public	Park, Public
Carport	Public Safety Station
Community Garden	Public Utility Facility
Dock	Resource Conservation Area
Dwelling, Single-Family	Shed
Garage, Private Detached	Swimming Pool (Personal Use)
Government/Non-Profit Owned/Operated Facilities & Services	Temporary Construction Trailer
Home Occupation	Utility Minor
Neighborhood Recreation Center,	Vehicle Charging Station

7) Special Uses (*Special Uses* text may be found in section 20 of this Ordinance).

Accessory Dwelling Unit	Golf Driving Range
Athletic Field, Private	Marina
Bed & Breakfast	Outdoor Amphitheater, Public
Cemetery/Graveyard	Preschool
Club, Lodge, or Hall	Religious Institution
Concealed (Stealth) Antennae & Towers	Satellite Dish Antenna
Golf Course, Privately Owned	School, Post-Secondary
	Transportation Facility



## SECTION 11 Nonconformities

### A) *Intent.*

Nonconforming situations may continue subject to certain limitations, until they are removed, discontinued, or made conforming. Nonconforming situations shall not be enlarged, expanded, extended, enhanced, or used as grounds for adding other prohibited structures or prohibited uses. Nonconforming uses are declared to be incompatible with permitted uses within the various zoning districts.

### B) *Application.*

This Ordinance shall affect all land, structures, and uses of land and structures and shall apply as follows:

#### 1) New Uses and Construction.

After the effective date of this Ordinance, all new uses, structures, and development shall comply with this Ordinance, including their specific zoning district regulations.

#### 2) Conforming Uses and Structures.

Land, structures, and uses of land or structures which comply with this Ordinance including the zoning district regulations, may be continued provided any structural changes, additions, or changes in use must conform fully to this Ordinance.

#### 3) Nonconforming Uses and Structures.

Nonconforming situations may be continued only subject to the limitations stated herein, and should eventually be discontinued under the provisions of this Ordinance.

### C) *Continued Use of Nonconforming Property.*

Nonconforming properties may be continued in use as set forth below:

#### 1) Nonconforming Lots of Record.

In any zoning district permitting residential dwellings by right, a residential dwelling and customary accessory building may be erected on any single nonconforming lot lawfully recorded before the adoption of this Ordinance or amendment hereto provided this single lot is not adjacent to another lot of record under the same ownership and, if combined, would allow for the meeting of all area and setback requirements established within this Ordinance. This provision shall apply if the single lot fails to meet the minimum lot size or width requirement of the zoning district. Yard space and other dimensional requirements of the zoning district shall continue to apply, however, variances of such requirements shall be obtained by action of the Board of Adjustment (BOA) except no petition for a variance is necessary if other yard spaces are met and the following setbacks are met:

**Table 11-1 Minimum Nonconforming Lot Requirements**

<i>Width – Lot of Record</i>	<i>Side Setback</i>	<i>Front Setback</i>
30-49 feet	5 feet	15 feet
50-59 feet	6 feet	15 feet
60-69 feet	7 feet	20 feet

#### 2) Adjoining Lots.

When two or more lots with continuous frontage are in single ownership at any time after the adoption of this Ordinance and such lots are individually less than the



minimum area or width required in a district, such lots shall be considered as a single lot or several lots of required area and width (if sufficient land exists) and shall be combined to the extent necessary to achieve a lot or lots of the area and width required in the district. Such lots shall comply with all yard space and other dimensional requirements of the district.

**D) *Nonconforming Structure.***

A lawful structure which existed at the time of adoption or amendment of this Ordinance, or was grandfathered under the previous zoning ordinance, but which does not comply with this Ordinance by other restrictions relating to the structure, may be continued so long as it remains otherwise lawful, subject to the following limitations:

1) Enlargements, Alterations.

Nonconforming structures shall not be enlarged and shall not be altered in any way which increases their nonconformity, but may be altered to minimize their nonconformity.

2) Moving.

If nonconforming structures are moved off the lot or moved within the lot for any reason, they shall thereafter conform to the regulations of the Ordinance.

3) Repairs and Maintenance.

Ordinary maintenance, repairs, and alterations of a nonconforming structure are permitted provided they do not increase the area or the nonconformity. Normal maintenance, repairs, and alterations shall be considered work not exceeding fifty percent (50%) of the structure's replacement cost within any twelve-month consecutive period.

4) Deteriorated and Dilapidated Structures.

If any nonconforming structure becomes physically unsafe or unlawful due to lack of repairs or maintenance and is declared by an authorized official to be unsafe or unlawful by reason of its physical condition, the structure shall not be restored, repaired, or rebuilt except in conformity with this Ordinance. This shall not prevent strengthening or restoring to a basically safe condition of any unsafe building or part thereof directed by the authorized official charged with protecting public health or safety.

5) Substantially Damaged Structures.

If a nonconforming structure or nonconforming portion of a structure is damaged or destroyed by any means to an extent greater than fifty percent (50%) of its replacement cost at the time of the damage, it may be reconstructed only in conformity with this Ordinance.

6) Residential Exception.

When a single-family residential nonconforming structure is damaged by fire, flood, wind, or act of God, the structure may be repaired and restored to its pre-event dimensions on the pre-event footprint provided the structure meets all applicable building codes.

**E) *Nonconforming Uses.***

A use of land and/or structure which was lawful prior to the adoption of this Ordinance but which does not comply with the use regulations of this Ordinance, may be continued so long as it remains otherwise subject to the following provisions:



1) Extensions, Enlargements.

No nonconforming use of land or structures shall be enlarged, expanded, increased, or extended beyond the floor space and land area occupied or be carried on in a more intensive manner than existed at the time of the adoption of this Ordinance, except a nonconforming use may be extended within a structure to any parts already clearly arranged and designed for such use.

2) Relocation on Lot.

No nonconforming use of land shall be relocated or significantly rearranged in whole or in part on the same lot unless it thereafter conforms to this Ordinance.

3) Discontinuance.

If active operation of a nonconforming use is discontinued for any reason for a continuous period of one hundred eighty days or superseded at any time by a permitted use, any subsequent use of the land shall conform fully to this Ordinance.

4) Changes of Use.

A nonconforming use of land (only) shall not be changed to any use other than a use permitted in the zoning district. A nonconforming use of a structure and premises may be changed to another nonconforming use if:

- a) No significant structural alterations are made; and,
- b) The approved new use is more in character with the uses normally permitted in the zoning district than the previous nonconforming use.

5) Deteriorated and Dilapidated Structures.

If a structure or part thereof occupied by a nonconforming use is damaged, destroyed, or becomes deteriorated to an extent greater than fifty percent (50%) of its replacement cost at the time of damage or discovery of deterioration, the structure may not be repaired for or to a nonconforming use.

6) Uses Permitted as Special Exceptions.

Any use which is permitted as a special exception in a district shall not be considered a nonconforming use but shall, without the necessity of further action, be considered a conforming use. This provision shall not diminish the right of the Board of Commissioners (BOC) to impose conditions on such use in a proceeding initiated by any interested part and considered in the manner of a special exception.

7) Residential Exceptions.

Nonconforming single-family detached residential uses shall comply with all requirements of this section. However, an existing nonconforming single-family detached residential use may be enlarged, expanded, and/or altered provided no enlargement, expansion, or alteration will:

- a) Result in the structure exceeding building height limits in the zoning district;
- b) Reduce the building site area required in the zoning district; and,
- c) Encroach into any required front yard, side yard, and rear yard setback areas. If approved, such use shall be considered a special exception and may be accompanied by appropriate conditions and safeguards as required by this Ordinance.



## SECTION 21 Board of Adjustment

The Board of Adjustment (BOA) is a “quasi-judicial” administrative body whose purpose is (i) to hear and decide appeals from and review any order, requirement, decision, or determination made by an administrative official charged with the enforcement of this Ordinance; (ii) to issue variances as authorized by this section and state law; and, (iii) to issue special use permits when required by this Ordinance. The responsibilities of the BOA are authorized and set forth by N.C.G.S. 160A, Article 19 (3).

### A) *Organization of the Board of Adjustment.*

#### 1) Board Membership.

The BOA shall consist of five regular and two alternate members. Three regular and one alternate member shall reside within the corporate limits of the Town of Beaufort and be appointed by the Town’s Board of Commissioners (BOC). Two regular and one alternate member shall be appointed by the Carteret County Board of Commissioners (CC BOC) and shall reside within the Town’s extraterritorial jurisdiction (ETJ). If despite good faith efforts, enough residents of the ETJ cannot be found to fill the seats reserved for such residents, the CC BOC may appoint other residents of the county to fill these seats. If the CC BOC fails to appoint ETJ members needed within ninety days after receiving a resolution requesting such action from the Town, the BOC may make the necessary appointments.

#### 2) Term Limits.

BOA regular members and alternate members shall be appointed to serve a three-year staggered term and members may continue to serve until their successors have been appointed. Members may be reappointed to successive terms without limitation. Vacant seats and unexpired terms shall be filled by the BOC or the CC BOC as necessary.

#### 3) Removal from Board.

- a) Regular BOA members may be removed by the BOC at any time for failure to attend three consecutive meetings or for failure to attend seventy-five percent (75%) of the meetings within any twelve month period or for any other good cause related to performance of duties. Such failure will constitute a voluntary resignation of the member. Upon the request of the member proposed for removal, the BOC shall hold a hearing on the removal before it becomes effective.
- b) Alternate members may also be removed for repeated failure to attend or participate in meetings when requested to do so in accordance with BOA established procedures. Upon request of the alternate member proposed for removal, the Town’s BOC shall hold a hearing on the removal before it becomes effective.
- c) If a regular member or alternate member moves outside their particular planning jurisdiction within the Town it shall constitute a resignation of the member from the BOA.
- d) If for reasons other than mentioned herein a member resigns from the board, a written notice shall be delivered to the Town Clerk at the member’s earliest convenience.

#### 4) ETJ Members Rights.

ETJ regular members shall have equal rights, privileges, and duties as town members and may vote on all matters considered by the board regardless of whether or not the property affected lies within their planning jurisdiction.



5) Notification of Absences.

Regular members shall promptly notify the board secretary if they are unable to attend or participate in an upcoming meeting. The secretary shall notify an alternate member to attend when necessary. Assignments shall be rotated among the alternate members. When seated, any alternate member in attendance shall have the same powers and duties as the regular member they replace, including the ability to constitute a quorum for the purpose of the meeting regardless of whether the alternate is a regular or ETJ member.

B) ***Meetings of the Board of Adjustment.***

- 1) The BOA shall establish a regular meeting schedule and shall meet frequently enough so the board can take action on the issues for which they are appointed.
- 2) All meetings of the board shall be open to the public and whenever feasible, the agenda for each board meeting shall be made available to the public at least three business days in advance of the meeting.
- 3) The minutes of all meetings and hearings of the BOA shall be retained by the board secretary or his/her designee and all minutes shall be a public record once adopted by the BOA. This shall include all findings of fact and decisions of the board.
- 4) The Chairman of the BOA will have the authority to cancel a meeting of the BOA when notified by the Planning and Inspections Department there is no business to be considered at the meeting.

C) ***Quorum.***

1) Quorum Requirements.

- a) A majority of the members of the BOA board in attendance shall constitute a quorum at all meetings of the BOA. A quorum for the Board of Adjustment shall consist of a minimum of four members of the board qualified to vote.
- b) All actions of the BOA shall be taken by majority vote, a quorum being present.

2) Withdrawal from Meeting.

Any member who has withdrawn from the meeting without being excused shall be counted as present for the purposes of determining whether a quorum is present.

D) ***Deciding Cases.***

1) Voting.

- a) The concurring vote of four-fifths of the board shall be necessary to grant a variance.
- b) A majority of the members shall be required to decide any other quasi-judicial matter or to determine an appeal made in the nature of certiorari.
- c) For the purposes of this subsection, vacant positions on the board and members who are disqualified from voting on a quasi-judicial matter shall not be considered members of the board for calculation of the requisite majority if there are no qualified alternates available to take the place of such members.

2) Failure to Vote.

Once a member is physically present at a board meeting, any subsequent failure to vote shall be recorded as an affirmative vote unless the member has been excused in accordance with subsection D-3 of this section or has been allowed to withdraw from the meeting in accordance with subsection D-4 of this section.



3) Conflicts.

A member of the board shall not participate in or vote on any quasi-judicial matter in a manner which would violate affected persons' constitutional rights to an impartial decision maker. Impermissible conflicts include but are not limited to the following:

- a) A member having a fixed opinion prior to hearing the matter which is not susceptible to change;
- b) A member having undisclosed ex-parte communications;
- c) A member having a close familial business, or other associational relationship with an affected person;
- d) A member having direct or indirect financial interest in the outcome of the matter.

4) Voting Procedures Due to Conflict.

If an objection is raised to a member's participation and the member does not recuse himself or herself, the remaining members shall by majority vote rule on the objection.

5) Roll Call Vote.

A roll call vote shall be taken upon request of any member.

E) ***Board of Adjustment Officers.***

1) Election of Officers.

- a) Officers will be elected during the first February meeting of the year of the BOA and by majority vote of its entire membership (excluding vacant seats).
- b) The board shall elect one of its members to serve as chairperson (chair) and preside over the board's meetings. The chair should always be one of the regular members. No chair may succeed them self for more than two consecutive terms.
- c) The board shall elect one member to serve as vice-chairperson (vice-chair). The vice-chair shall serve as acting chair in the chair's absence and at such times, he/she shall have the same powers and duties as the chair.
- d) A secretary will be appointed by majority vote of the members either from within its membership or outside. The secretary shall produce all necessary clerical items for the board including public notices, minutes, correspondence, etc. as directed by the chair.
- e) The persons so designated to fill these positions shall serve in these capacities for a term of one year. The officers may be eligible for reappointment.
- f) Vacancies may be filled for the unexpired terms of the chair and vice-chair only by majority vote of the board membership (excluding vacant seats).

2) Rules of Order.

The chair shall decide on all points of order and procedure consistent with the *The Zoning Board of Adjustment*, by Michael B. Brough and Philip P. Green, Jr., as updated; and the modified version of *Roberts Rules of Order*, as updated.

3) Chairpersons Rights.

- a) The chair or any member temporarily acting or appointed by the chair may administer oaths to witnesses coming before the board.
- b) The chair and vice-chair may take part in all deliberations and vote on all issues.

F) ***Powers and Duties of Board of Adjustment.***

1) The BOA shall hear and decide:



- a) Appeals from and review of any order, decision, requirement, or determination made by the administrative official charged with the enforcement of this Ordinance, as provided in subsection H of this section.
  - b) Applications for variances, as provided in subsection I of this section.
  - c) Questions involving interpretations of the location boundary lines on the Official Zoning Map or ordinance text requirements as provided in subsection J of this section.
  - d) Any other matter the board is required to act upon by any other Town Ordinance or state law.
- 2) The board may adopt rules and regulations governing its procedures and operations not inconsistent with the provisions of this chapter.

**G) *Public Notice of Hearings of the Board.***

- 1) Notice of hearings conducted pursuant to this section shall be mailed to the person or entity whose appeal, application, or request is the subject of the hearing; to the owner of the property which is the subject of the hearing if the owner did not initiate the hearing; to the owners of all parcels of land abutting the parcel of land which is the subject of the hearing, and to all owners of parcels within 100 feet of such land, and to any other persons entitled to receive notice as provided by this section. In the absence of evidence to the contrary, the Town may rely on the county tax listing to determine owners of property entitled to mailed notice. The notice must be deposited in the mail at least 10 days, but not more than 25 days, prior to the date of the hearing. Within the same time period, the planning staff shall also prominently post a notice of the hearing sign on the site which is the subject of the hearing or on an adjacent street or highway right-of-way. Such sign(s) shall be at least eighteen inches by twenty-four inches (18"x24") in dimension. The sign shall contain the following message:

**NOTICE**

This property is subject to a Zoning Hearing.

Contact Town Hall for more information at 252-728-2141.

Such sign may include additional information deemed relevant by the administrator of this Ordinance. If more than one contiguous lot or parcels of land are included in the variance application proposal, the Town may nonetheless post only one sign.

- 2) A public hearing shall be held by the BOA for an appeal, a variance, or an interpretation as described in subsection F of this section. A notice of the public hearing shall be given once a week for two successive calendar weeks and published in a newspaper having general circulation in Town. The notice shall be published the first time not less than ten days or not more than twenty-five days before the date affixed for the hearing. In computing such period, the day of publication is not to be included but the day of the hearing shall be included.
- 3) The person or persons mailing the notice of hearing pursuant to this section shall certify to the BOA the proper notice has been provided and such certificate shall be deemed conclusive in the absence of fraud.

**H) *Appeals.***

1) **Appeal Procedures.**

- a) An appeal from any final order, decision, requirement, or determination of a Town official charged with the enforcement of this Ordinance may be taken to the BOA



by any person aggrieved. An appeal is taken by filing a written notice of appeal specifying the grounds thereof to the Town and the BOA. A notice of appeal shall be considered filed with the Town and the BOA when delivered to the Town's Planning and Inspections Department, and the date and time of filing shall be entered on the notice of appeal by staff.

- b) An appeal must be made within thirty days after the date of the decision or order appealed from.
- c) Whenever an appeal is filed, Town staff shall forthwith transmit to the BOA all papers constituting the record relating to the action of the appeal.

2) Stay of the Appeal.

An appeal stays all actions by the Town official seeking enforcement of or compliance with the order or decision appealed from, unless the official certifies to the BOA, because of the facts stated in the certificate, a stay would, in his/her opinion, cause imminent peril to life or property. In such case, proceedings shall not be stayed except by order of the BOA or a court, issued on application of the party seeking the stay, for due cause shown, after notice to the official.

3) Modifications to Appeals.

The BOA may reverse or affirm (wholly or partly) or may modify the order, requirement, decision, or determination appealed from and shall make any order, requirement, decision or determination which in its opinion should be made in the case before it. To this end, the board shall have all the powers of the officer from whom the appeal was taken.

I) ***Variances.***

The power of variances is to be sparingly exercised and only in rare instances and under exceptional circumstances and with due regard to the main purpose of this Ordinance: to preserve the property rights of others. No change in permitted uses may be authorized by variance.

1) Application Submittal.

An application for a variance shall be submitted to the BOA by filing a copy of the application with the Town.

2) Findings for the Variance.

When practical difficulties or unnecessary hardships would result from carrying out the strict letter of this Ordinance, the BOA shall have the power to vary or modify any of the regulations or provisions of the Ordinance so the spirit of the Ordinance shall be observed, public safety and welfare secured, and substantial justice done. A variance may be granted only upon an affirmative finding of the following:

- a) Unnecessary hardship would result from the strict application of this Chapter. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property;
- b) The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance;
- c) The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that



may justify the granting of a variance shall not be regarded as a self-created hardship; and,

- d) The requested variance is consistent with the spirit, purpose, and intent of this Chapter, such that public safety is secured, and substantial justice is achieved.

**J) *Interpretations.***

- 1) The BOA is authorized to interpret the zoning map and to pass upon disputed questions of lot lines or district boundary lines and similar questions. If such questions arise in the context of an appeal from a decision of the zoning official, they shall be handled as provided in subsection H of this section.
- 2) An application for a map interpretation shall be submitted to the BOA by filing a copy of the application with the Town. The application shall contain sufficient information to enable the board to make the necessary interpretation.
- 3) Where uncertainty exists as to the boundaries of districts as shown on the Official Zoning Map, the following rules shall apply:
  - a) Boundaries indicated as approximately following the centerlines of alleys, streets, highways, streams, or railroads shall be construed to follow such centerlines;
  - b) Boundaries indicated as approximately following lot lines in the Town or ETJ limits shall be construed as following such lines, limits, or boundaries;
  - c) Boundaries indicated as following shorelines shall be construed to follow such shorelines and in the event of a change in the shoreline shall be construed as continuing to follow such shorelines;
  - d) Where a district boundary divides a lot or where distances are not specifically indicated on the Official Zoning Map, the boundary shall be determined by measurement using the scale of the Official Zoning Map; and,
  - e) Where any street or alley is hereafter officially vacated or abandoned, the regulations applicable to each parcel of abutting property shall apply only to the portion of such streets or alleys added thereto by virtue of such vacation or abandonment.

**K) *Burden of Proof in Appeals, Interpretations, and Variances.***

- 1) When an appeal is taken to the BOA in accordance with subsection H of this section, the appellant has the burden of proof and persuasion.
- 2) The applicant for a variance shall have the burden of proof and persuasion.

**L) *Board Action on Appeals and Variances.***

**1) Appeals.**

With respect to appeals, a motion to reverse, affirm, or modify the order, requirement, decision, or determination appealed from shall include insofar as practicable, a statement of the specific reasons or findings of fact which support the motion. If a motion to reverse or modify is not made or fails to receive the four-fifths vote necessary for adoption, a motion to uphold the decision appealed from shall be in order. This motion is adopted as the board's decision if supported by more than one-fifth of the board's voting membership in attendance. (excluding vacant seats)

**2) Granting a Variance.**

Before granting a variance, the BOA must take a separate vote and vote affirmatively by a four-fifths majority, on each of the four required findings stated in subsection I-2



of this section. A motion to make an affirmative finding on each of the requirements set forth in subsection I-2 of this section shall include a statement of the specific reasons or findings of fact supporting such motion.

3) Denying a Variance.

A motion to deny a variance shall be made if any one or more of the four required findings set forth in subsection I-2 of this section are not satisfied or if the application is incomplete. A motion to deny a variance shall include a statement of the specific reasons or findings of fact which were not met and therefore caused the denial of the variance. This motion is adopted as the board's decision if supported by more than one-fifth of the board's voting membership in attendance (excluding vacant seats).

M) ***Review of Board's Decisions.***

Every decision of the board shall be subject to review by the Superior Court by proceedings in the nature of certiorari. Any petition for review by the Court shall be filed with the Clerk of Superior Court within thirty days after a written copy thereof is delivered to every aggrieved party who has filed a written request for such copy with the secretary or the chairperson of the board at the time of its hearing of the case, whichever is later. The decision of the board should be delivered to the aggrieved party either by personal service, or by registered or certified mail.

N) ***Deadlines for Applications to the Board.***

All applications and supporting materials shall be submitted to the Town's Planning and Inspections Department fifteen business days prior to the next regularly scheduled BOA meeting. Informational packets shall be delivered to board members seven days prior to the scheduled meeting.



# 208 Gordon Street Aerial Map

1.





# 208 Gordon Street Zoning Map

1.





# 208 Gordon Street Topography Map

1.





# 208 Gordon Street Vicinity Map

1.





OWNER	MAILING ADDRESS	CITY, STATE, ZIP
CHERYL DENISE TOLES ET VIR	PO BOX 456	BEAUFORT NC 28516
KEITH A & LISA TUCCI	2720 W ARLINGTON BLVD APT 103	GREENVILLE NC 27834
JAY C & BARBARA G MATHER	104 HODGES STREET	MOREHEAD CITY NC 28557
JAMES M & KATHLEEN A WELCH	3911 SELMA ROAD	SPRINGFIELD OH 45502
ANNE HILL MICHELS SMITH ET AL	210 GORDON STREET	BEAUFORT NC 28516
JOHN TUCKER SMITH	209 GORDON ST	BEAUFORT NC 28516
STEPHEN KICKLIGHTER ET AL	PO BOX 6177	RALEIGH NC 27628
W HUGH & LUCILLE B THOMPSON	4913 QUAIL HOLLOW DRIVE	RALEIGH NC 27609
SUE H ABREU	PO BOX 1050	BEAUFORT NC 28516
CYNTHIA R CASH	1013 FRONT ST UNIT 102	BEAUFORT NC 28516
ROBERT S III & JANET ROGERS	1005 ANN ST	BEAUFORT NC 28516
ROBERT A JOHNSON	1009 ANN STREET	BEAUFORT NC 28516
DAVID C & ADELINE C TALBOT	120 MOORE STREET	BEAUFORT NC 28516
HENRY C & CAROLYN J HAMMOND	204 GORDON STREET	BEAUFORT NC 28516
JAMES W & MARY ANN ANKENY	101 STURBRIDGE ROAD	RALEIGH NC 27615-1551
ALAN G & WANDA H PATE	200 GORDON ST	BEAUFORT NC 28516
RIEPE HENDRICK	1003 ANN STREET	BEAUFORT NC 28516





## APPLICATION FOR A VARIANCE OF LAND DEVELOPMENT STANDARDS FOR THE TOWN OF BEAUFORT

### **Instructions:**

Please complete the application below, include all the required attachments, and the **application fee of \$200.00** 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 but **will be** returned to the applicant. Please contact Town Hall at 252-728-2141 with any questions.

### APPLICANT INFORMATION

Applicant Name: Sue Abreu  
 Applicant Address: PO Box 1050, Beaufort, NC 28516  
 Phone Number: (252) 515-3103 Email: suehabreu@gmail.com  
 Property Owner Name: same  
 Address of Property Owner: PO Box 1050, Beaufort, NC 28516  
 Phone Number: (252) 515-3103 Email: suehabreu@gmail.com

### PROPERTY INFORMATION

Property Address: 208 Gordon St., Beaufort  
 15-Digit PIN: 730506398453000 Lot/Block Number: 39  
 Size of Property (in square feet or acres): 0.175 acres  
Current Zoning: R-S5 Is the property in the Historic District? No  
 Current Use of Property: ☒ Residential ☐ Vacant ☐ Commercial ☐ Other: \_\_\_\_\_  
Sue H. Abreu 26 Oct 2019  
 Applicant Signature Date of Signature  
 \_\_\_\_\_  
 Property Owner Signature (if different than above) Date of Signature

An application fee of \$200, either in cash, money order, or check made payable to the "Town of Beaufort" must accompany this application. The complete application, payment, and supporting material must be received by Town Staff at least 15 working days prior to a regularly scheduled Planning Board meeting date.

Please refer to the Town's ***Land Development Ordinance, Section 3*** and all other pertinent sections, for the information required to accompany this application.

The Town's website address is [www.beaufortnc.com](http://www.beaufortnc.com).

### OFFICE USE ONLY

*Revised*

Received by: \_\_\_\_\_ Reviewed for Completeness By: \_\_\_\_\_  
 Date: \_\_\_\_\_ Date Dec 27 complete and Accepted: \_\_\_\_\_



## **REQUIRED ATTACHMENTS FOR A VARIANCE TO THE BEAUFORT ZONING REGULATIONS**

**Please provide the following as attachments to the variance request form:**

- ☒ 1. A statement explaining the following:
  - The **specific requirements** of the Town of Beaufort that the applicant is asking to be varied (for example: the number of required parking spaces, any yard setbacks, height of a structure etc.) Please reference the exact chapter and section of the Land Development Ordinance (LDO) in question.
  - The **EXACT amount** of variance that is being requested. For example, the reduction of a placement of a structure by 5 feet within a setback area; a reduction of parking spaces by 7; or an increase in the amount of permitted signage by 16 square feet, etc.
  - The **reason for requesting the Variance**, including an explanation of why the Variance should be considered based on the criteria outlined in Section 21-I (1) of the LDO and any other relevant Sections of the Ordinance that may specifically pertain to the project (see attached excerpts of the code).
- ☒ 2. A site plan of the property drawn to scale and includes:
  - A North Arrow;
  - All property lines and accurate property line dimensions;
  - The adjacent streets and names;
  - The location of all easements (if applicable);
  - The location of all existing structures (if applicable);
  - The proposed location of new or expanded structures;
  - The current and proposed building setbacks from all property lines; and,
  - All parking areas, landscaping, and any other requirements of the zoning regulations.
- ☒ 3. A TYPED list all property owners (with addresses) within 100 feet of the boundary lines of all properties requesting the variance (notification of adjacent property owners by the Town is required by North Carolina law).
- ☒ 4. Any additional materials such as photographs of the surrounding properties, elevations of proposed structures or information that the applicant would like to present to the Board of Adjustment relevant to the requested variance.
5. Plans or other documents submitted for the Variance should be in an electronic/digital method as well as one paper copy.

**APPLICATIONS ARE DUE 15 WORKING DAYS BEFORE A REGULAR BOARD MEETING.**





October 21, 2019

Town of Beaufort  
Board of Adjustment  
701 Front Street  
Beaufort, NC 28516

Dear members of the Board of Adjustment,  
The following is submitted in regards to Sue Abreu in support of the application for a variance at her property located at 208 Gordon Street in Beaufort, NC.

Statement of specific ordinance requirement of the Town of Beaufort applicant is asking to be varied.

Applicant is located in a Residential Single-Family 5 Development District. The purpose of this district is to provide relief to existing residential lots of record which due to their smaller sizes may be difficult to develop. RS-5 interior lot setback requirements indicate a rear setback of 15' and a side yard setback of 5'. Applicant is asking to be granted a variance to allow 5'-9 ½" encroachment into the rear setback and 4'-8 ½" into the side yard setback.

Area of variance impact.

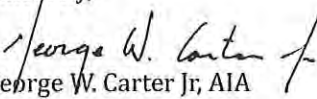
The total area of impact is 144.62 SF. Impacted areas include a 5'-9 ½" encroachment into the rear setback and 4'-8 ½" encroachment into the side yard setback.

Applicants reason for asking for variance.

Applicant is requesting the variance to provide sheltered off-street parking for her car during inclement weather. The carport will also allow secure storage for miscellaneous items (kayak, grill, ladder, etc.) currently stored in the open behind the existing outbuilding.

Granting of the variance is the only way the applicant can provide the sheltered parking and incidental storage on the existing lot. Allowing construction in the setback is consistent with the zero set back of neighboring buildings, it will provide protection for the owner's vehicle and secure storage of previously unsecured items during inclement weather and will minimally impact the neighborhood aesthetics.

Sincerely,

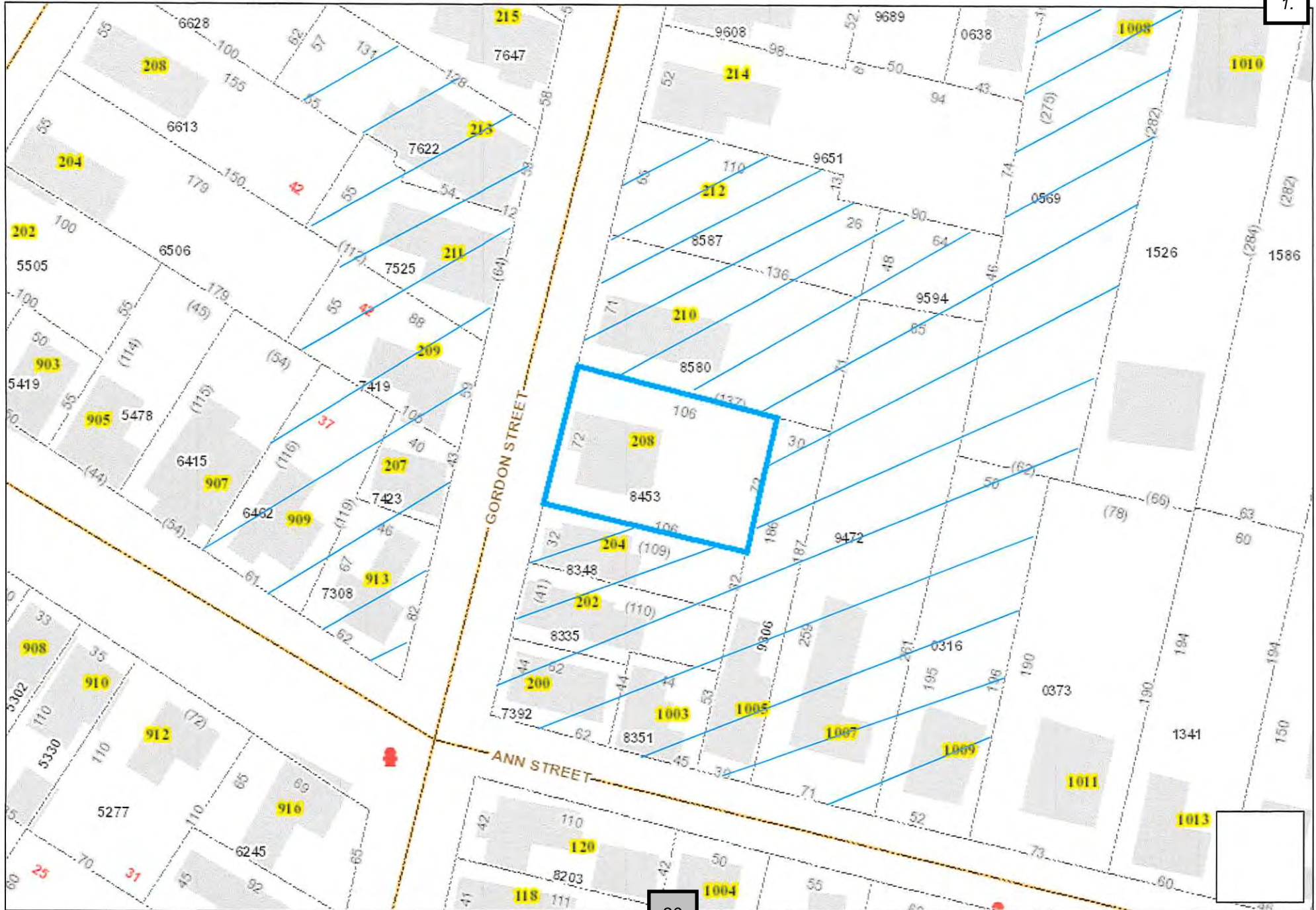
  
George W. Carter Jr, AIA  
Managing Principal  
HardArtStudio, PLLC



# Carteret County, N.C.



1.





Lot ID	Physical Address	Owner	Mailing Address	1.
0569	1008 Broad St.	TOLES, CHERYL DENISE ETVIR	PO Box 456 Beaufort, NC 28516	
7622	213 Gordon St.	TUCCI, KEITH A ETUX LISA	2710 W Arlington Blvd APT 103 Greenville NC 27834	
8587	212 Gordon St.	MATHER, JAY C ETUX BARBARA G	104 Hodges St. Morehead City NC 28557	
9594	-----	MATHER, JAY C ETUX BARBARA G	104 Hodges St. Morehead City NC 28557	
7525	211 Gordon St.	WELCH, JAMES M ETUX KATHLEEN A (Drs. Jim Welch and Kathy Reinsel)	3911 Selma Road Springfield OH 45502	
8580	210 Gordon St.	SMITH, ANNE HILL ETAL MICHELS (Lyle and Rachel Michels)	210 Gordon St. Beaufort NC 28516	
7419	209 Gordon St.	SMITH, JOHN TUCKER (Tucker Smith)	209 Gordon St. Beaufort NC 28516	
7423	207 Gordon St.	CASH, CYNTHIA R	1117 Lakeside Dr. Wilson NC 27896	
8348	204 Gordon St.	HAMMOND, HENRY C ETUX CAROLYN J (Carolyn and Henry Hammond)	204 Gordon St. Beaufort NC 28516	
8335	202 Gordon St.	ANKENY, JAMES W ETUX MARY ANN	101 Sturbridge Road Raleigh NC 27615	
7392	200 Gordon St.	PATE, ALAN G ETUX WANDA H (Alan and Wanda Pate)	200 Gordon St. Beaufort NC 28516	
6462	909 Ann St.	THOMPSON, W HUGH ETUX LUCILLE B	4913 Quail Hollow Drive Raleigh NC 27609	
7308	913 Ann St.	TALBOT, DAVID C ETUX ADELINE C (David and Adeline Talbot)	120 Moore St. Beaufort NC 28516	
8351	1003 Ann St.	HENDRICK, RIEPPE	1003 Ann St. Beaufort NC 28516	
9306	1005 Ann St.	ROGERS, ROBERT S III ETUX JANET	279 Winn Road Halifax VT 05358	
9472	1007 Ann St.	KICKLIGHTER, STEPHEN ETAL	PO Box 6177 Raleigh NC 27628	
0316	1009 Ann St.	JOHNSON, ROBERT A	1009 Ann St. Beaufort NC 28516	



208 GORDON STREET  
 BEAUFORT, NC 28516

No.	Description	Date

 THESE DRAWINGS ARE PREPARED FOR THE  
 DISTANCE AND NOT TO BE USED FOR ANY  
 OTHER PURPOSE. THE ARCHITECT AND DESIGNER  
 ASSUME NO LIABILITY FOR ANY DAMAGE OR  
 LOSS OF ANY KIND, INCLUDING BUT NOT LIMITED  
 TO, ARISING OUT OF THE USE OF THESE  
 DRAWINGS. THE CONTRACTOR SHALL BE RESPONSIBLE  
 FOR PROVIDING A COMPLETE BUILDING METHOD  
 LOCATED ON THE PLANS OF THE PROJECT.

**ARCHITECTURAL  
SITE PLAN**

Project number: Project Number

Date: Author

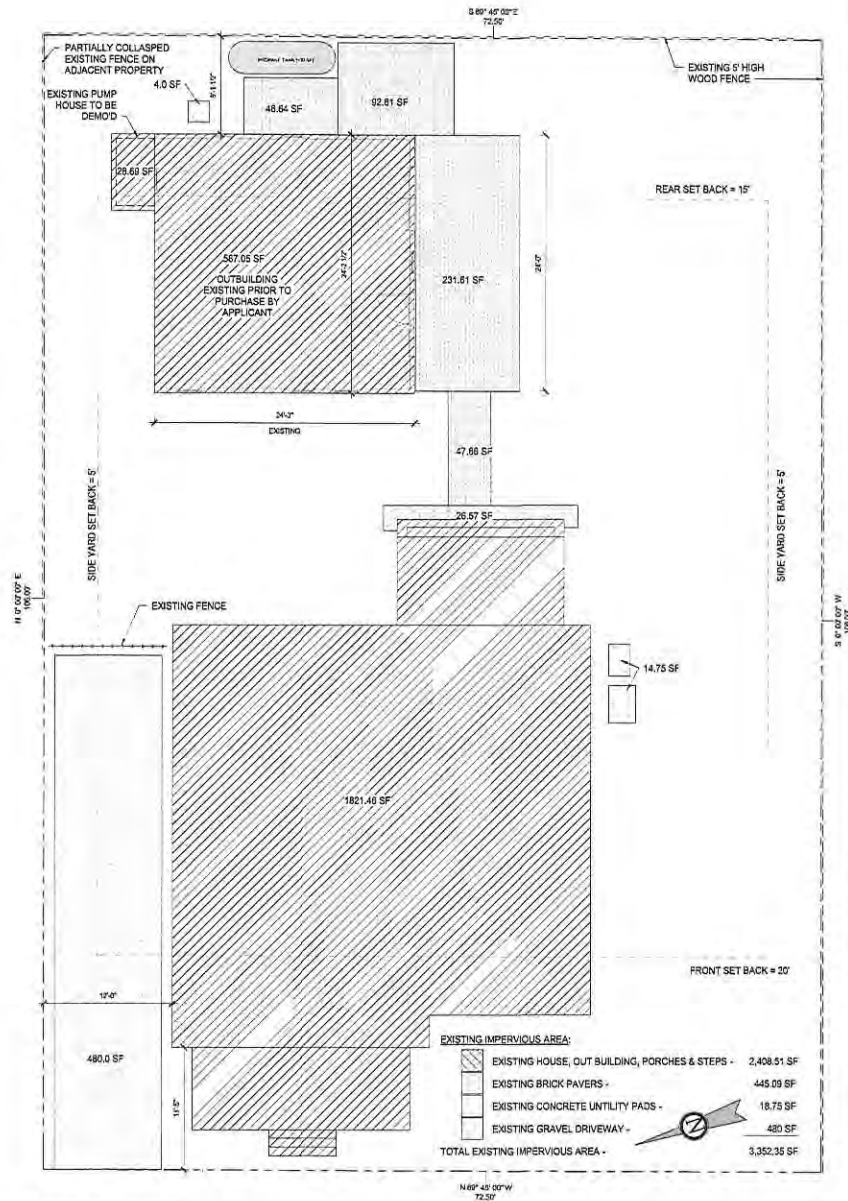
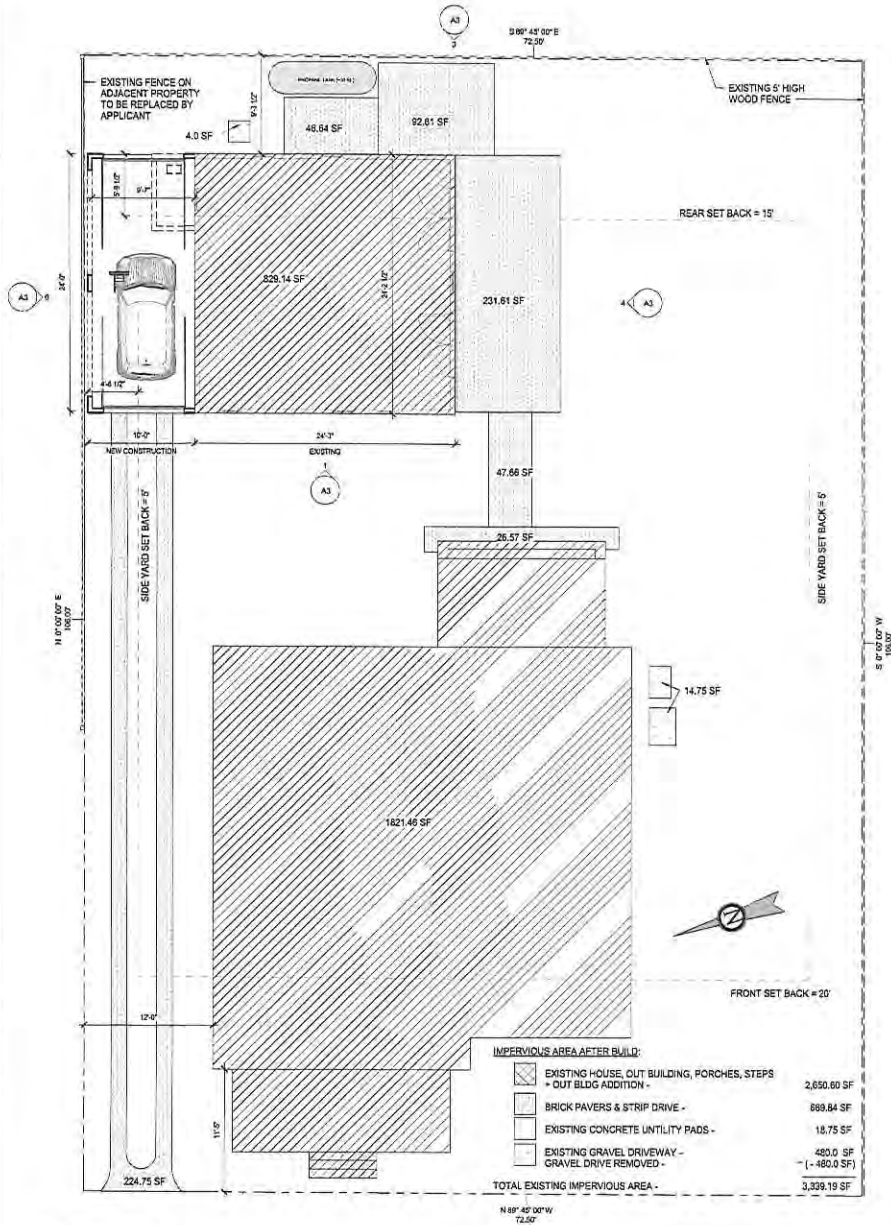
Drawn by: Checker

Checked by:

**A1**

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

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208 GORDON STREET  
 BEAUFORT, NC 28516

No.	Description	Date

THESE DRAWINGS ARE PREPARED FOR THE ARCHITECT AND ENGINEER AND DO NOT REPRESENT THE ARCHITECT AND ENGINEER'S DESIGN OR CONSTRUCTION. THEY ARE NOT TO BE USED FOR ANY OTHER PURPOSE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL NECESSARY PERMITS AND OTHER COORDINATE SERVICES. THE ARCHITECT AND ENGINEER SHALL BE RESPONSIBLE FOR PROVIDING A COMPLETE BUILDING SET, INCLUDING ALL NECESSARY PERMITS AND OTHER COORDINATE SERVICES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING A COMPLETE BUILDING SET, INCLUDING ALL NECESSARY PERMITS AND OTHER COORDINATE SERVICES.

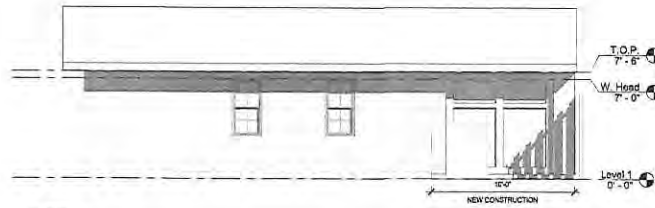
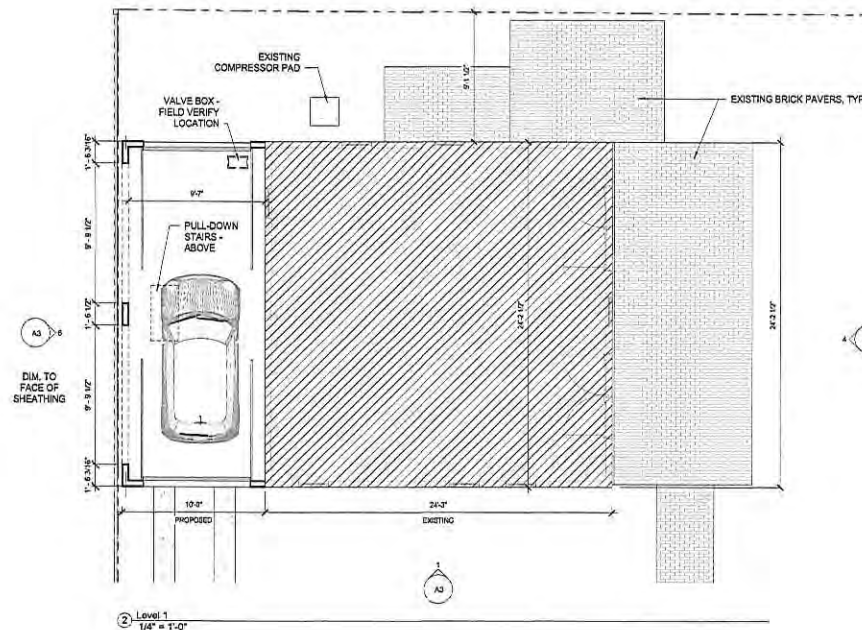
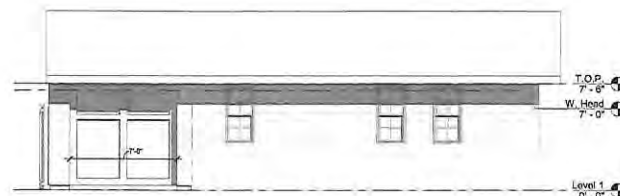
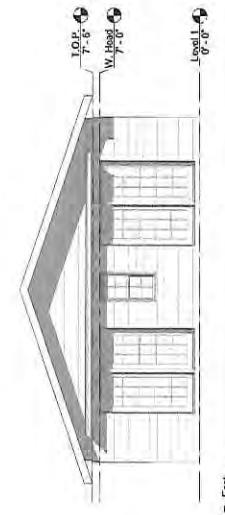
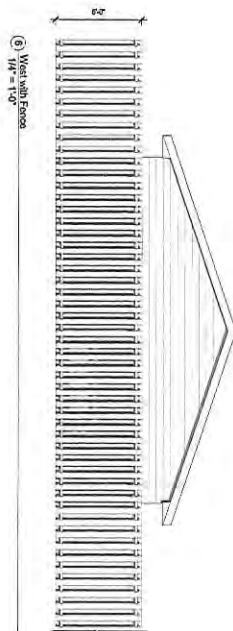
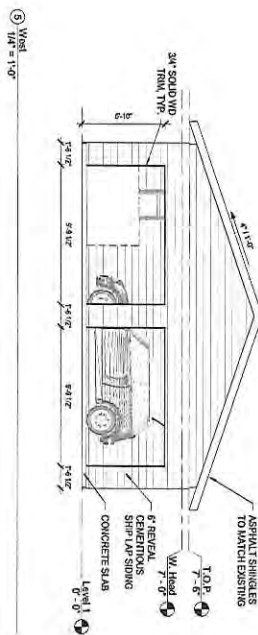
**EXTERIOR ELEVATIONS**

Project number	Project Number
Date	Author
Drawn by	Checker

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Scale 1/4" = 1'-0"

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 3 North  
 1/4" = 1'-0"

 2 Level 1  
 1/4" = 1'-0"

 1 South  
 1/4" = 1'-0"

 4 East  
 1/4" = 1'-0"

 5 West  
 1/4" = 1'-0"

 6 West  
 1/4" = 1'-0"



208 GORDON STREET  
 BEAUFORT, NC 28516

No.	Description	Date

THESE DRAWINGS ARE PREPARED FOR ESTABLISHED PROPERTY STANDARDS AND REPRESENT THE ARCHITECT AND ENGINEER'S DESIGN CONCEPT. THEY ARE NOT INTENDED TO PROVIDE ANY DETAIL OR CONSTRUCTION REQUIRED TO CONSTRUCT THE BUILDING. THE CONTRACTOR THROUGH THE SEVERAL PHASES AND OTHER COORDINATE EFFORTS IS FULLY RESPONSIBLE FOR PROVIDING A COMPLETE BUILDING WHETHER MODIFIED OR NOT.

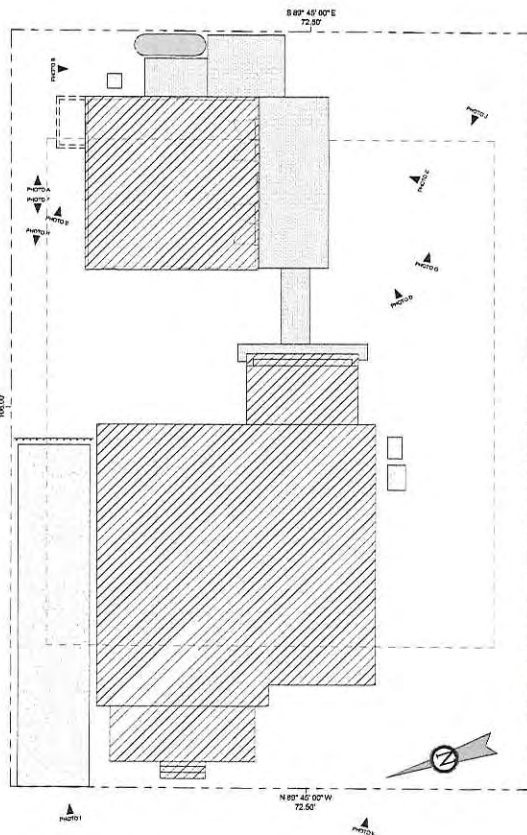
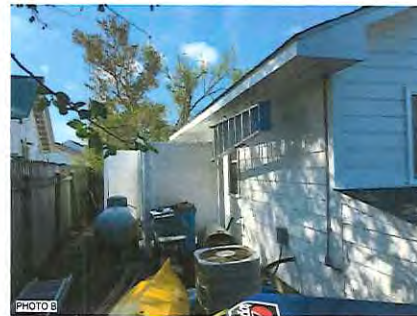
**PHOTOGRAPH REFERENCE PLAN**

Project number	Project Number
Date	Author
Drawn by	Checked by

**G01**

Scale As Indicated

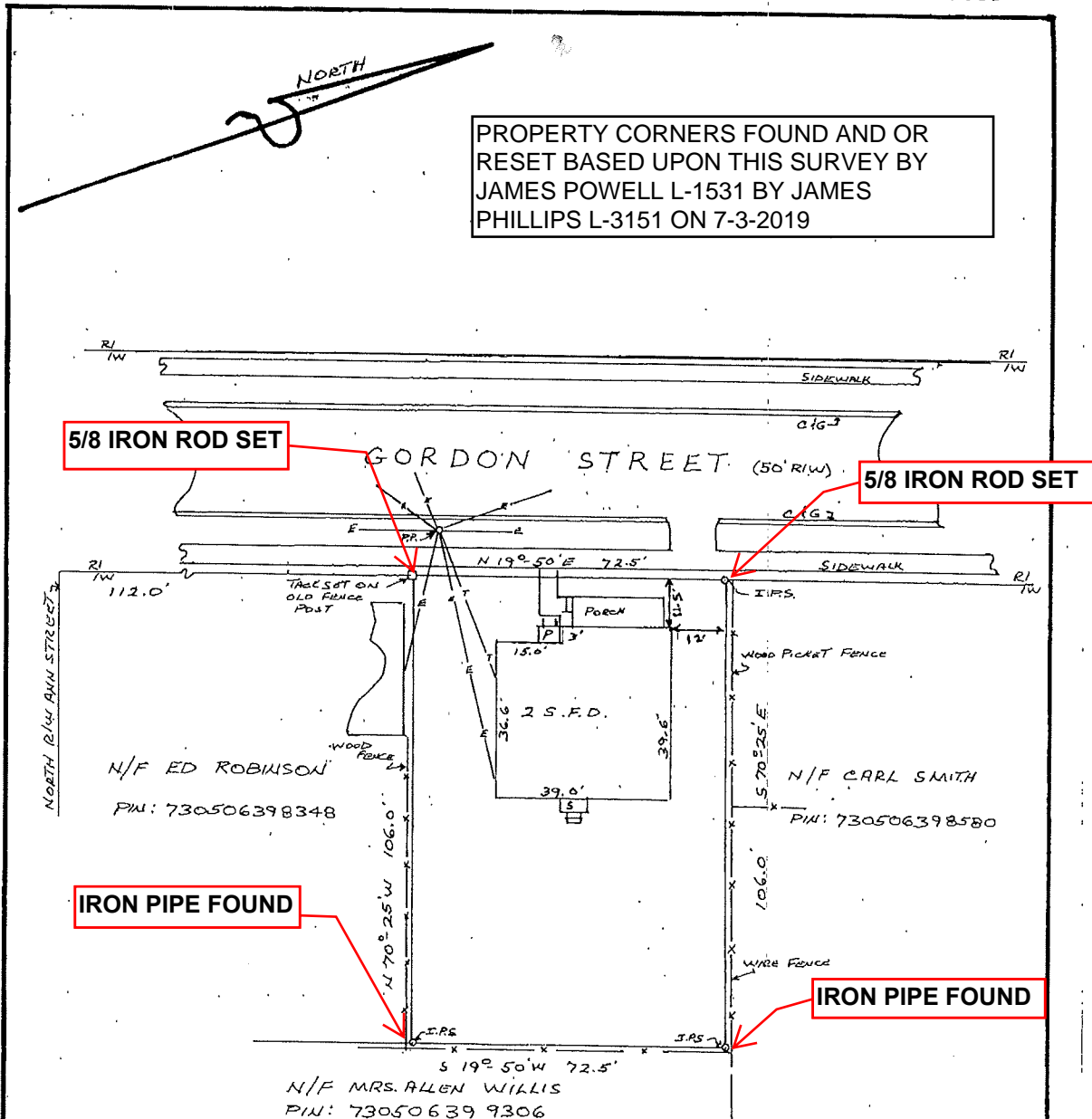
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 ① PHOTOGRAPHIC REFERENCE PLAN  
 1/8" = 1'-0"

 ② LEGEND  
 INDICATED CAMERA DIRECTION  
 IMAGE NAME



P. 01

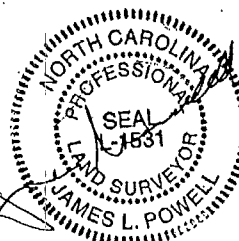


SURVEY FOR  
ROBERT F. & CAROL A. SEITZ  
"TOWN OF BEAUFORT" CARTERET COUNTY  
N.C. SEPTEMBER 27, 2001 SCALE 1" = 30'

LEGEND:

R/W RIGHT OF WAY  
I.P.S IRON PIPE SET  
N/F NOW OR FORMERLY  
S STOOP  
P.P. POWER POLE  
-E- ELEC LINES  
-T- TELEPHONE LINE  
C & G CURB AND GUTTER

NOTES:  
PIN: 730506398453  
FLOOD ZONE: "C"  
NOT FOR RECORDATION





# Carteret County

## Property Data

Parcel Number: 730506398453000

Inquiry Date: 11/14/2019

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

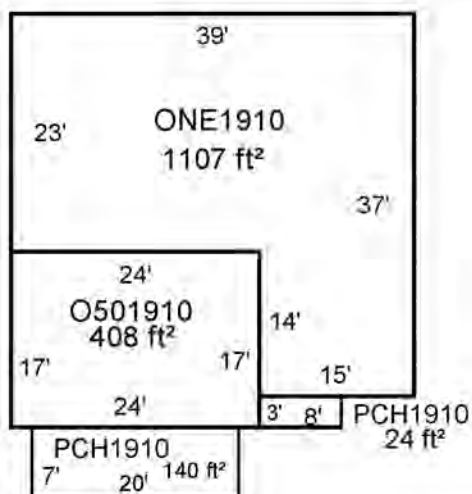
### Property Info

**PARCEL NUMBER:** 730506398453000  
**OWNER:** ABREU,SUE H  
**PHYSICAL ADDRESS** 208 GORDON ST  
 BEAUFORT  
**MAILING ADDRESS:** PO BOX 1050  
 BEAUFORT NC 28516  
**LEGAL DESCRIPTION:** LOT GORDON ST TOWN OF BEAUFORT  
**DEED REF:** 1530-77  
**PLAT REFERENCE:** -  
**NEIGHBORHOOD:** 590007  
  
**SALE DATE:** 01/08/2016  
**SALE PRICE:** \$465,000  
**ACREAGE:** 0.175  
**LAND VALUE:** \$181,396  
**EXTRA FEATURE VALUE:** \$7,250

### Building Info

**BATHS:** 1  
**BEDROOMS:** 4  
**CONDITION:** N/A  
  
**EXTERIOR WALLS:** 12 RES WOOD  
 .  
**FLOOR FINISH:** 09 SOFTWOOD  
 14 CARPET  
**FOUNDATION:** 03 POST  
**HEAT:** 02 FANNODUCT  
**ROOF COVER:** 03 COMP SHNGL  
 .  
**ROOF STRUCTURE:** 03 GABLE  
**SQUARE FOOTAGE:** 1679  
**YEAR BUILT:** 1910  
**BUILDING VALUE:** \$92,110  
**PARCEL VALUE:** \$280,756

### Sketches





**Photos**

1.







## **Town of Beaufort, NC**

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516  
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### **Town of Beaufort Board of Adjustment Regular Meeting 6:00 PM November 25, 2019 – Train Depot, 614 Broad Street**

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**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Consideration of the 2020 Board of Adjustment Calendar

**BRIEF SUMMARY:**

Meeting dates for 2020

**REQUESTED ACTION:**

Approval of the Calendar as Presented

**EXPECTED LENGTH OF PRESENTATION:**

5 minutes

**SUBMITTED BY:**

Kyle Garner, Planning and Inspections Director

**BUDGET AMENDMENT REQUIRED:**

No



## Board of Adjustment Proposed Meeting Dates for 2020

<b>Month</b>	<b>Meeting Date</b>
January 2020	Monday, January 27, 2020
February	Monday, February 24, 2020
March	Monday, March 23, 2020
April	Monday, April 27, 2020
May**	Tuesday, May 26, 2020
June	Monday, June 22, 2020
July	Monday, July 27, 2020
August	Monday, August 24, 2020
September	Monday, September 28, 2020
October	Monday, October 26, 2020
November	Monday, November 23, 2020
December	Monday, December 28, 2020
January 2021	Monday, January 25, 2021

\*\*05/25/2020 is a Town Holiday