



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, August 05, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Minutes Approval

- [1.](#) HPC Draft Minutes 070125

Administration of Oaths

Items of Consent

- [1.](#) Approval of the Orders for 118 Moore Street, 112 Orange Street, 207 Moore Street & 112 Moore Street – Certificate of Appropriateness

New Business

- [1.](#) Case # 25-25 312 Moore Street – Revise Sidewalk from previously approved COA
- [2.](#) Case # 25-26 315 Ann Street – Landscaping, Tree Removal, Paint Front Door, Fence

Commission / Board Comments

- [1.](#) Revised Standards

Staff Comments

Adjourn



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

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

Call to Order

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

Roll Call

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

Members Absent: Bradley Cummins, Marissa Morris, Tyler Tennant

A quorum was declared with four members present.

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

Agenda Approval

Chair McCune requested the agenda be amended to include the emailed statement from the applicant for Case #24-05 112 Moore Street.

Vice-Chair Hedrick made the motion to amend the Agenda to include the emailed statement from the applicant for Case #24-05 112 Moore Street and Member Sabiston made the second. Chair McCune took a vote that was unanimously approved.

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

Minutes Approval

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

Secretary Anderson then administered the Oath to Kyle Garner.

Old Business

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

Chair McCune introduced Case #25-19 and asked if any Members needed to recuse themselves. Hearing none, she asked for the Staff Report. Mr. Garner requested that the staff report and attachments be included in the record. He stated that the request is to demolish an existing 220 square foot shed and replace it with a 720 square foot accessory building in the rear and the structure is less than 16 feet in height.

There were no questions for Mr. Garner.

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

Ms. Risser requested changing the front door to a single-pane instead of multi-pane and Mr. Garner pointed out that the single-pane door was shown in her packet.

In answer to the Board’s questions, Ms. Risser stated that the door would be painted white and the roof would have Georgetown Gray shingles, and the door and windows would be vinyl. She brought samples for the Commission to view and thanked them for allowing her to continue her application two months due to sickness.

There were no parties who wished to comment on the application and no parties with standing.

Member Davis noted that while he would have preferred to see the structure constructed to closely match the house with wood siding, metal roof, and wood doors, he understood the constraints. He acknowledged that while the structure is set back from the street, it does have visibility from two different sides.

Ms. Risser clarified that the existing shed was already built with Hardie board and had a shingled roof, so she was replacing it with similar materials.

Member Hedrick noted that the structure was set so far back that many people wouldn't notice it, stating that "dozens of people walk past it every day and don't even notice that there's a structure back there."

Chair McCune mentioned that the Commission had accepted these materials on other newly built garages, including at 112 Orange Street. She referred to guideline 7.8.0.6, which states that while wood windows are most appropriate for new additions within the historic district, substitute window materials are acceptable for new windows provided they meet the requirements in the windows and doors guidelines.

Chair McCune asked for a motion for a Finding of Fact for Case #25-19. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-19, 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 6.1.3; Wood Siding, Trim, and Ornament Guidelines 6.2.11; Window and Door Guidelines 6.4.7, 6.4.10; Paint and Exterior Colors Guidelines 6.7.2; Landscaping Guidelines 8.1.8, 8.1.13.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-19.

Vice-Chair Hedrick made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #25-19 be issued for the proposed work.

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

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

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

New Business

1. Case #25-22 112 Orange Street – New East Side Roof Dormer and Replaced North Side Window

Chair McCune introduced Case #25-22 and asked if any Members needed to recuse themselves. Hearing none, she asked for the Staff Report. Mr. Garner requested the staff report be included as part of the record as well as any maps and addendum pieces that go along with that to include a booklet that the applicant has provided. He noted that the applicant is applying to add a roof dormer and a side window on the north side.

There were no questions for Mr. Garner.

Secretary Anderson then administered the Oath to the applicant, Geoffrey Adair and his building contractor Shawn Pinzel.

Chair McCune suggested discussing the roof dormer first. Mr. Adair noted that the dormer would not be seen from the street and the purpose of adding it is to make the bathroom functional. The small window will remain and there will be two front windows on the dormer. The bathroom was apparently made out of a closet, making it difficult to use. The dormer would allow for a shower to be installed instead of just the current clawfoot tub.

Mr. Adair confirmed that the dormer would not be visible from the front of the house, as it would be below the roof line. The only way to see it would be from his neighbor's front porch or from the museum parking lot. A small existing window on the north side would remain untouched.

He stated that the shingles will be replaced with matching shingles. The windows will be wood with vinyl cladding, six over six grilles.

Mr. Adair then explained that the north side window replacement is necessary because of damage from Hurricane Florence. The existing storm windows will be eliminated. The replacement windows are also vinyl-clad wood but from a higher series from Andersen.

There were no parties who wished to comment on the application and no parties with standing.

Chair McCune asked for a motion for a Finding of Fact for Case #25-22. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-22, 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, 6.1.5; Wood Siding, Trim, and Ornament Guidelines 6.2.11; Brickwork and Masonry Guidelines 6.3.7; Window and Door Guidelines 6.4.1, 6.4.2, 6.4.3, 6.4.4, 6.4.8, 6.4.10; Paint and Exterior Colors Guidelines 6.7.1; 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.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-22.

Vice-Chair Hedrick made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #25-22 be issued for the proposed work.

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

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

Chair McCune then declared Case #24-22 closed and notified Mr. Adair that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

2. Case #25-23 207 Moore Street – Application for Historic Plaque

Chair McCune introduced Case #25-23 and asked if any Members needed to recuse themselves. Hearing none, she asked for the Staff Report. Mr. Garner requested the staff report and any additional information, including maps and the application be included as part of the record. He stated that the request is for a historic plaque and noted that under project information the property has been approved for COA work in the past. Submitted information also includes photos of the foundation showing some of the original bricks and timber that are included in the structure.

There were no questions for Mr. Garner.

Secretary Anderson then administered the Oath to the applicant, Frank Hone.

Mr. Hone explained that he and his wife had done extensive research on their property and house and the identity of the original owner to be named on the plaque. They worked with the Registrar of Deeds, Mary Faith Warshaw (a local historian), and the North Carolina State Historic Preservation Office (SHPO), which visited the home the previous month to examine the foundation and provide perspective on the historic timeframe of the home.

Mr. Hone explained that they wanted to determine when the house was built and who should be identified as the original owner on the plaque. Based on data from SHPO and Gray's map, they proposed the plaque read "Forlaw Russell House circa 1876." He explained that John Forlaw was believed to be the original owner, and the Russells had occupied the house from 1962 through 2016 (54 years through three generations). Mary Warshaw had recommended identifying both the original owner and the family that had lived there for a significant period. Mr. Hone also noted that there are two Forlaw houses already with plaques on Ann Street.

There were no parties who wished to comment on the application and no parties with standing.

The Commission discussed the date, with members noting that the 1876 date seemed appropriate based on the evidence provided, including maps and SHPO information.

Chair McCune asked for a motion for a Finding of Fact for Case #25-23. Member Sabiston made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-23, 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: Plaque Guidelines 4.2.1, 4.2.2, 4.2.3 with the name being Forlaw-Russell House circa 1876.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-23.

Vice-Chair Hedrick made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #25-23 be issued for the proposed work.

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

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

Chair McCune then declared Case #24-23 closed and notified Mr. Hone that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

3. Case #25-24 112 Moore Street – Re-Issuance Landscaping, Gutters & Hardscape

Chair McCune introduced Case #25-24 and asked if any Members needed to recuse themselves. Hearing none, she asked for the Staff Report. Mr. Garner explained that this item was an extension of a previously approved COA from May 2024. The land development ordinance allows property owners to request an extension of an expired COA.

Ms. Quattlebaum clarified that the original COA was granted on May 7, 2024, and the written COA was granted on June 4, 2024. The request for extension was submitted on June 2, 2025, within the one-year timeframe before expiration. She explained that there are two relevant standards: (1) whether circumstances beyond the control of the owner prevented completion of the work within the one-year period, and (2) whether the work has substantially commenced at the time of the request. She also noted that the fence repair included in the original application did not require a COA as it was an exact replacement of an existing fence.

Secretary Anderson then administered the Oath to the applicant, Margeret Abrams.

Ms. Abrams, the applicant, explained that work on the property involved two fences: one on the northern side between 114 and 112 Moore Street, and one on the southern side between 112 and 110 Moore Street. She noted that after they started work under the June COA, their neighbor at 114 Moore Street obtained a survey indicating a potential boundary discrepancy, which remains unresolved and is in litigation. The Abrams stopped all work on the northern side in January 2025 after the survey was conveyed to them. That morning, Ms. Abrams had appeared in court, and the judge had ordered that no work be done in the disputed area pending resolution of the case.

Ms. Abrams explained that they had employed Maggie Chalk to help with design work, who brought to their attention that the original COA was about to expire. She submitted a list of work that had been performed on the property up to the time of the extension request.

The original application for the COA was prompted by a significant drainage issue on the south side of their property. Their neighbors at 110 Moore Street have a long paved driveway along the property line that was pitched toward the Abrams' property, causing water to sheet off and pool in their side yard. They consulted with Charles Haskins at Heritage Landscape Design to install a drainage system. During installation, another historic rain occurred, and the neighbors' drainage pump failed, resulting in about 22 inches of water in the side yard, which inundated their crawl space and ruined their HVAC ductwork.

Ms. Abrams explained that they had to stop other work to remove and replace the HVAC ductwork and install a generator to run the drainage pump. Work had continued on the retaining wall on the southern side of the property, including digging footings and capping posts for the fence. However, work had largely paused pending the outcome of the extension application. She estimated that at least 50% of the work is either completed or at least underway.

Michelle LaRussa, the owner of 114 Moore Street, sought to comment on the case. Ms. Quattlebaum clarified for the record that the current agenda item is about the issues in the June 2024 COA which will not include the fence, and if Ms. LaRussa will suffer special damages from that extension. After further discussion, the Commission determined Ms. LaRussa did not have standing for this hearing because the litigation prevented work on the north side of the property that might affect her.

The Board voted unanimously that Ms. LaRussa did not have standing in this matter.

Chair McCune made a motion to deny Ms. LaRussa standing in the matter and Vice-Chair Hedrick made the second.

Voting yea: Acting Chair Hedrick, Bradley Cummins, Jonathan Haas, Marissa Morris

Ms. LaRussa was allowed to speak as a witness and stated that she was never made aware of the May meeting. She was informed her address was incorrect in the tax records and she stated that she had been notified about the issue and had corrected her tax address.

After discussion, the Commission determined that Ms. Abrams had established that substantial work had commenced and that circumstances beyond her control had prevented completion of the work. Ms. Abrams agreed to exclude the driveway ribbons on the north side from the extension request.

Member Sabiston made the motion that the Commission approve an extension of Case #25-24 of the work for six months with the exception of the fencing and the driveway ribbons on the north side of the property. Vice-Chair Hedrick made the second.

Chair McCune then declared Case #25-24 closed and notified Ms. Abrams that the Minutes would be adopted at the next meeting and the COA would then be issued.

Commission / Board Comments

The Chair expressed kudos to the town for the brick sidewalk on the south side of Front Street in the 100 block, noting that pedestrians now have a safe and continuous way to walk on that side of Front Street into the circle. She appreciated that the town was able to do this work because it was part of the town right-of-way and was a nice addition to the historic district.

Member Davis thanked the board, Ms. Quattlebaum, and everyone for their hard work in putting the meeting packages together.

The Chair also expressed appreciation for the respect shown during difficult discussions at the meeting.

Staff Comments

Mr. Garner thanked the Members for attending to ensure a quorum. He reminded everyone to speak into their microphones for the record and announced the 4th of July parade at 11:00 AM on Friday, with free ice cream to be handed out at the courthouse after the parade.

Adjourn

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

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

Chair McCune declared the July 1st, 2025 meeting adjourned at 7:35 p.m.

Chair, Joyce McCune

Board Secretary, Laurel Anderson



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
6:00 P.M. August 5, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: Consent

SUBJECT: Approval of the Orders for 118 Moore Street, 112 Orange Street, 207 Moore Street & 112 Moore Street – Certificate of Appropriateness

BRIEF SUMMARY:

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

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

REQUESTED ACTION:

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

EXPECTED LENGTH OF PRESENTATION:

0 Minutes (Presentation from Staff)

SUBMITTED BY:

Kyle Garner, AICP Planning Director

BUDGET AMENDMENT REQUIRED:

N/A



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

August 5, 2025

Meg Risser
118 Moore Street
Beaufort, NC 28516

RE: Case # 25-19 118 Moore Street – Replace Existing Shed with Larger Shed

Dear Ms. Risser:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

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



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on July 1, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by Meg Risser for **CASE # 25-19 118 MOORE STREET – REPLACE EXISTING SHED WITH LARGER SHED** 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 July 1, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Roof Guidelines

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

Wood Siding, Trim, and Ornament Guidelines

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

Window and Door Guidelines

6.4.7. New windows must match original in overall size and opening area and should have three dimensional 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.

Landscaping Guidelines

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

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

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE # 25-19 118 MOORE STREET – REPLACE EXISTING SHED WITH LARGER SHED.**

This the 5th day of August, 2025.

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



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

August 5, 2025

Geoffrey Adair
112 Orange Street
Beaufort, NC 28516

RE: Case # 25-22 112 Orange Street – New East side roof dormer and North side window

Dear Mr. Adair:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

Mayor Sharon Harker
Commissioner Melvin Cooper • Commissioner Paula Gillikin
Commissioner John LoPiccolo • Commissioner [redacted]ucky Oliver • Commissioner Sarah Spiegler
Town Ma [redacted] 13 [redacted]att Zapp



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on July 1, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by Geoffrey Adair for **CASE # 25-22 112 ORANGE STREET – NEW EAST SIDE ROOF DORMER AND NORTH SIDE WINDOW** 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 July 1, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

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.

6.1.5. Contemporary or non-historic roof features may be installed on areas of the roof not seen from the public view or on other non-character defining secondary roofs. Included are skylights, roof-mounted vents, dormers, chimneys, antennas, and solar collectors. These are not permitted when their installation or later removal would damage or destroy a significant roof feature. In certain instances, new dormers may be permitted on side or rear elevations if their design is compatible with the building and the roofline.

Wood Siding, Trim, and Ornament Guidelines

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

Brickwork and Masonry Guidelines

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

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.

6.4.4 Use storm windows to improve energy efficiency where needed. New storm units should have a finish compatible with the color of the house. Unpainted aluminum is not appropriate. Storm windows for double hung sash shall have horizontal dividers that are in alignment with the horizontal meeting rails of the original upper and lower sashes. Storm windows are usually a Minor Work item.

6.4.8 Use storm doors to improve energy efficiency where needed. New storm doors should be compatible with the original exterior doors and with the style and period of the structure. Wood storm doors of the full view or large single-pane type are most appropriate because they do not obscure the original doors. Louvered wood doors are also appropriate. Storm doors should be the full-view type and have a paint finish in a color that is compatible with the colors of the structure. The standard “colonial” type storm door with scalloped trim and cross-buck bottom half is not permitted. Wood screen doors should be appropriate for the period and style of the structure.

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

6.7.1. 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.

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.

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE #25-22 112 ORANGE STREET – NEW EAST SIDE ROOF DORMER AND NORTH SIDE WINDOW.**

This the 5th day of August, 2025.

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



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

August 5, 2025

Frank and Christina Hone
207 Moore Street
Beaufort, NC 28516

RE: Case # 25-23 207 Moore Street – Historic Plaque

Dear Mr. and Mrs. Hone:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

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



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on July 1, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by Frank and Christina Hone for **CASE # 25-23 207 MOORE STREET – HISTORIC PLAQUE** 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 July 1, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Plaque Guidelines

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

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

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

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE # 25-23 207 MOORE STREET – APPLICATION FOR HISTORIC PLAQUE STATING “FORLAW – RUSSELL HOUSE CIRCA 1876.”**

This the 5th day of August, 2025.

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



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

August 5, 2025

Margaret Abrams
112 Moore Street
Beaufort, NC 28516

RE: Case # 25-24 112 Moore Street – Request for Extension of June 4, 2024 Certificate of Appropriateness for Case #24-05 for Landscaping, Gutters & Hardscape

Dear Mrs. Abrams:

Beaufort’s Historic Preservation Commission wishes to thank you for your recent application for an extension of 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 an Order Granting Extension of a Certificate of Appropriateness for your project as specified on the enclosed certificate. Please read it carefully. As you continue with your project, you must continue to comply with all the specifications stated, including provisions in the relevant Historic District Guidelines enumerated on the original COA. 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 be completed no later than six (6) months from the date of issuance of the enclosed Order. The extension has been granted for a time period of six additional months: the work was started but was not completed within the one-year validation period. Upon completion of your project please contact our office in case an inspection of the project is required.

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

cc: Doug Abrams



TOWN OF BEAUFORT, NC
ORDER GRANTING EXTENSION OF A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on July 1, 2025 to consider a request for an extension of a Certificate of Appropriateness (“COA”) submitted by Margaret Abrams for **CASE # 25-24 112 MOORE STREET – REQUEST FOR EXTENSION OF CERTIFICATE OF APPROPRIATENESS FOR CASE # 24-05 FOR LANDSCAPING, GUTTERS & HARDSCAPE** 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 July 1, 2025, we find that the request for extension meets the following standards:

- Circumstances beyond the control of the property owner prevented completion of the work within one (1) year from the date of the COA; and
- The work approved by the COA has been substantially commenced.

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 relevant standards for extension have been met and that the Certificate of Appropriateness be **EXTENDED** for **CASE NO. 24-05, LANDSCAPING, GUTTERS & HARDSCAPE, EXCLUDING THE PROVISIONS REGARDING THE DRIVEWAY AND THE FENCE AT THE NORTHERN BOUNDARY OF THE PROPERTY, FOR A PERIOD NOT TO EXCEED SIX MONTHS.**

This the 5th day of August, 2025.

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



Town of Beaufort, NC

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

**Town of Beaufort Historic Preservation Commission Regular Meeting
6:00 PM Tuesday, August 5, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case # 25-25 312 Moore Street – Revise Sidewalk from previously approved COA

BRIEF SUMMARY:
The owner wishes to revise the sidewalk from previously approved COA. The revised section has already been installed.

REQUESTED ACTION:
Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:
10 Minutes

SUBMITTED BY:
Brad Fockler

BUDGET AMENDMENT REQUIRED:
N/A



BHPC STAFF REPORT



To: BHPC Members
From: Brad Fockler
Date: July 29, 2025
Case No. 25-25

Request: Revise Sidewalk
Applicant: Kyle McLaughlin
 312 Moore Street
 Beaufort, NC 28516

Property Information:

Owners: Same
Location: 312 Moore Street
PIN#: 730617113723000

Project Information: This property received a COA for demolition at the October 2024 meeting and is now submitting their plans for construction.

Received COA for construction of a new home at November 2024 meeting.

Proposed work:

- See Application from Applicant

Material:

- See Application from Applicant

Color:

- See Application from Applicant

Landscaping Guidelines

8.1.11. Historic sidewalks and other paving materials should be preserved and maintained. New sidewalks shall be compatible in material, detailing, color and finish to existing historic sidewalks.

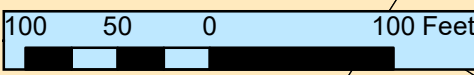
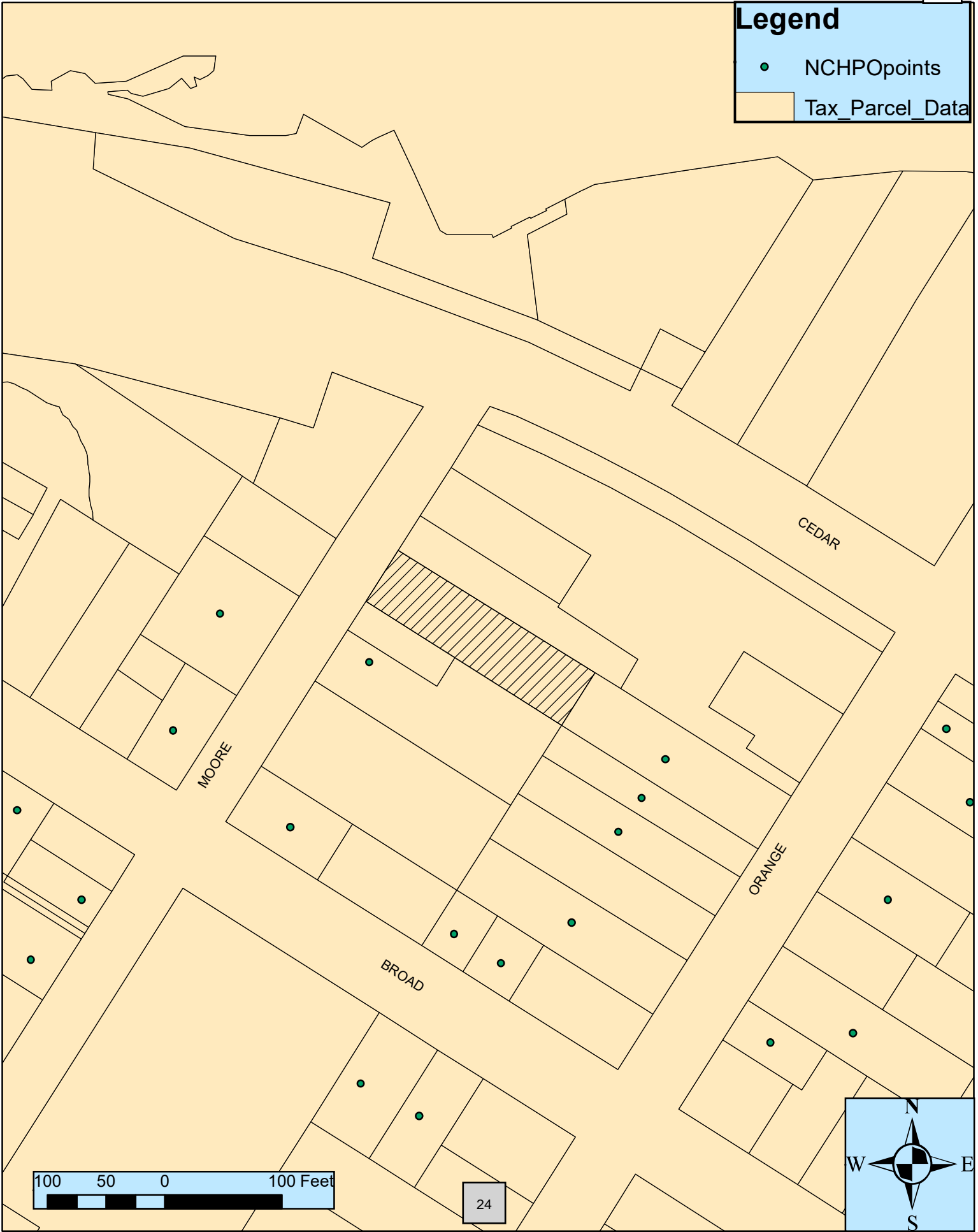
Accessibility and Life Safety Guidelines

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

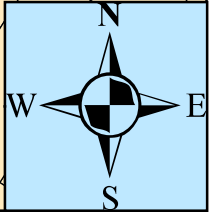
Case # 25-25 312 Moore St - Revise Sidewalk from Previously Approved COA

Legend

- NCHPOpoints
- Tax_Parcel_Data



24



<u>OWNER</u>	<u>MAIL_ADDRE</u>	<u>MAIL_CITY</u>	<u>MAIL_STATE</u>	<u>MAIL_ZI4</u>	<u>MAIL_ZI5</u>
BEAUFORT TCS LLC C/O WILLIAM S CORBITT III	PO BOX 867	NEW BERN	NC	0867	28563
FAULKNER CHRISTOPHER LAWRENCE	1823 W FRIENDLY AVE	GREENSBORO	NC	1240	27403
HAMRICK RICHARD L ETUX JENNIFE	2234 THE CIRCLE	RALEIGH	NC	1448	27608
HAUS MARY K	801 OAKLAWN AVE	WINSTON SALEM	NC		27104
LAPSLEY BENJAMIN ETUX TAMARA	102 LIONS MOUTH COURT	CARY	NC		27518
MILLS STEPHEN D ETUX ETAL	PO BOX 520	SNOW CAMP	NC		27349
SOUTHGATE MANAGEMENT LLC	305 MOORE STREET	BEAUFORT	NC		28516
McLAUGHLIN KYLE	511 TURNER STREET	BEAUFORT	NC		28516

CERTIFICATE OF APPROPRIATENESS APPLICATION FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT



Instructions:

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

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Kyle McLaughlin

Applicant Address: 312 Moore St

Business Phone: 804-833-5953 Email/Cell: McLaughlinRK@gmail.com

Property Owner Name: Kyle & Ashley McLaughlin

Address of Property: 312 Moore St

Phone Number: 804 833 5953 Email/Cell: _____

PROJECT INFORMATION

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

Revise side walk from previously approval layout to reduce the amount of concrete on the front yard. Connect sidewalk to Drive instead of the Street to avoid walking into the street to enter the home.

Estimated Cost of Project: \$ 0

Year House Built: 2025

[Signature]
Applicant Signature

6/26/25
Date

Property Owner Signature (if different than above) _____

_____ Date

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

OFFICE USE ONLY

Received by: _____

Reviewed for Completeness: _____

Date: _____

Date Deemed Completed and Accepted: _____

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

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

1. Items required for ALL projects:

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

2. Items required as applicable to project:

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

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

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

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

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

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

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





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, August 5, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business

SUBJECT: Case # 25-26 315 Ann Street – Landscaping, Tree
Removal, Paint Front Door, Fence

BRIEF SUMMARY:

The owner wishes to remove a tree, add landscaping , paint front door, and install fence.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Brad Fockler

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Brad Fockler
Date: July 29, 2025
Case No. 25-26

Request: New Landscaping, Tree
 Removal, Paint front door

Applicant: David Durham
 315 Ann Street
 Beaufort, NC 28516

Property Information:

Owners: Same
Location: 315 Ann Street
PIN#: 730617105766000

Project Information: Remove cedar tree on Turner Street side near the house, remove shrubs along Turner & Ann and replace with new landscaping and paint the front door.

According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 315 Ann Street, circa 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 Application from Applicant

Material:

- See Application from Applicant

Color:

- See Application from Applicant

Paint Colors in the Beaufort Historic District

The Historic District Ordinance permits the HPC to review the exterior paint color of a building in the historic district. However, the HPC also recognizes the reversibility of paint colors and their possibilities for individual expression and taste. Paint colors for new construction within the historic district are routinely reviewed by the HPC for compatibility with the surrounding block. Painting practices or certain methods of paint removal that are injurious to the building fabric are not allowed by the HPC.

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.

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.

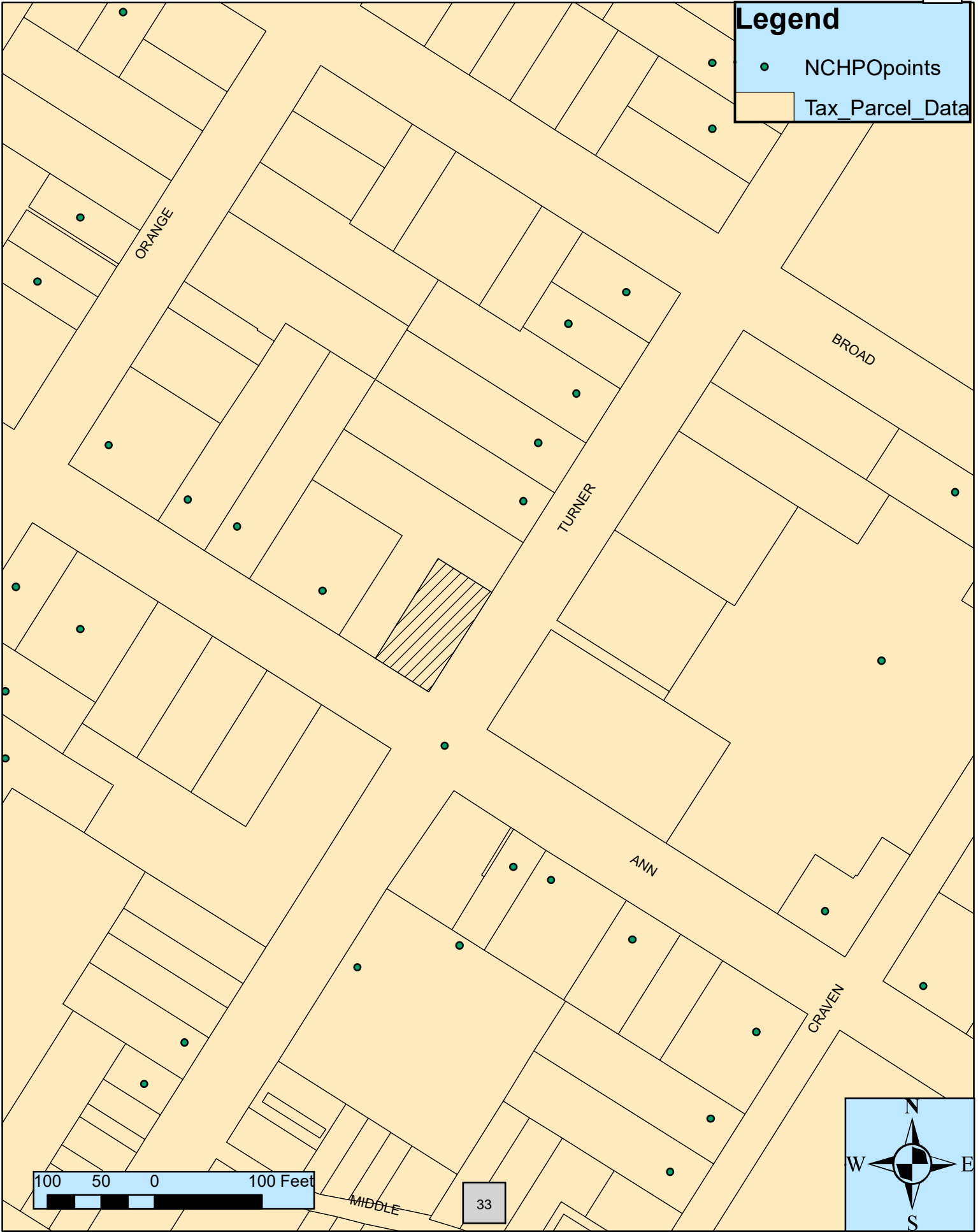
8.1.3. Preserve and maintain mature street trees. When removal or replacement is necessary, replace with long lived tree species with large canopies that will provide a similar canopy and form as a street tree. Replacement tree species should be appropriate for the district. Suggested species include: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

Fences and Walls Guidelines

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

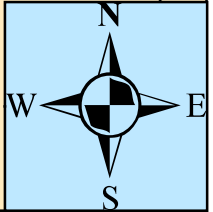
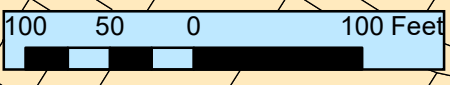
8.2.3. Fences shall not exceed a height of four (4) feet in front yards and other areas of primary visual concern. Fences at rear yards and other areas not readily seen from the public view may be up to six (6) feet high. The transition between low front fences and higher rear fences should be made as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

8.2.7. 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.



Legend

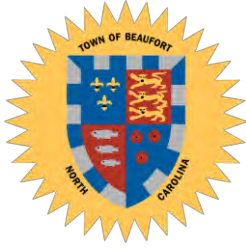
- NCHPO points
- Tax_Parcel_Data



33

OWNER	MAIL_ADDRE	MAIL_CITY	MAIL_:	MAIL_ZI	MAIL_ZI5
FIRST BAPTIST CHURCH OF BEAUFORT INC	403 ANN STREET	BEAUFORT	NC		28516
BEAUFORT HISTORICAL ASSOCIATION INC	150 TURNER ST	BEAUFORT	NC	2139	28516
COLLINS RICHARD A JR	2533 LAURELCHERRY ST	RALEIGH	NC	5445	27612
WAINES MICHAEL WILLIAM	313 ANN ST	BEAUFORT	NC	2105	28516
FIRST BAPTIST CHURCH OF BEAUFORT INC	403 ANN STREET	BEAUFORT	NC		28516
TURNER STREET INVESTMENTS LLC	401 W 1ST STREET	GREENVILLE	NC		27843

**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: David Durham

Applicant Address: 315 Ann Street

Business Phone: 252-444-4488 Email/Cell: david@eastcoastelectric 252-241-8753

Property Owner Name: Same as above

Address of Property: _____

Phone Number: _____ Email/Cell: _____

PROJECT INFORMATION

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

Estimated Cost of Project: \$ 25,000.00

Year House Built: 1901

David Durham
Applicant Signature

7-16-25
Date

Property Owner Signature (if different than above) _____

_____ Date

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

OFFICE USE ONLY

Received by: _____

Reviewed for Completeness: _____

Date:

Date Deemed Completed and Accepted:

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

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

1. Items required for ALL projects:

A list of all Design Guidelines that apply to the application and a description of how proposed changes are consistent with the *Design Guidelines for the Beaufort Historic District & Landmarks*, which can be found at <https://www.beaufortnc.org/bc-hpc/page/design-guidelines-beaufort-historic-district-landmarks>

- A list of all adjacent property owners (with mailing addresses).
- Photographs of the streetscape, the site, and existing buildings to be impacted.
- A site plan showing dimensions of both existing and proposed conditions.
- A description of all building and/or landscaping materials (such as siding, roofing, windows, doors, signs, planting materials, etc.).

2. Items required as applicable to project:

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

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

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

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

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

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

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

Landscaping and Tree Removal – New Landscaping

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.

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

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

8.1.7. 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.

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

Paint for Door

Queen Anne

Deep, rich colors such as green, rust, red, and brown were used on the exterior trim and walls of Queen Anne style houses. (Darker colors may chalk and fade more quickly than light colors). Queen Anne houses were often painted a different color on each story. The objective was to emphasize the many textures of these highly ornate structures. Decorative wood shingles were often painted a different color from the siding on the same building. Usually, the more ornate the house, the more colors were used.

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

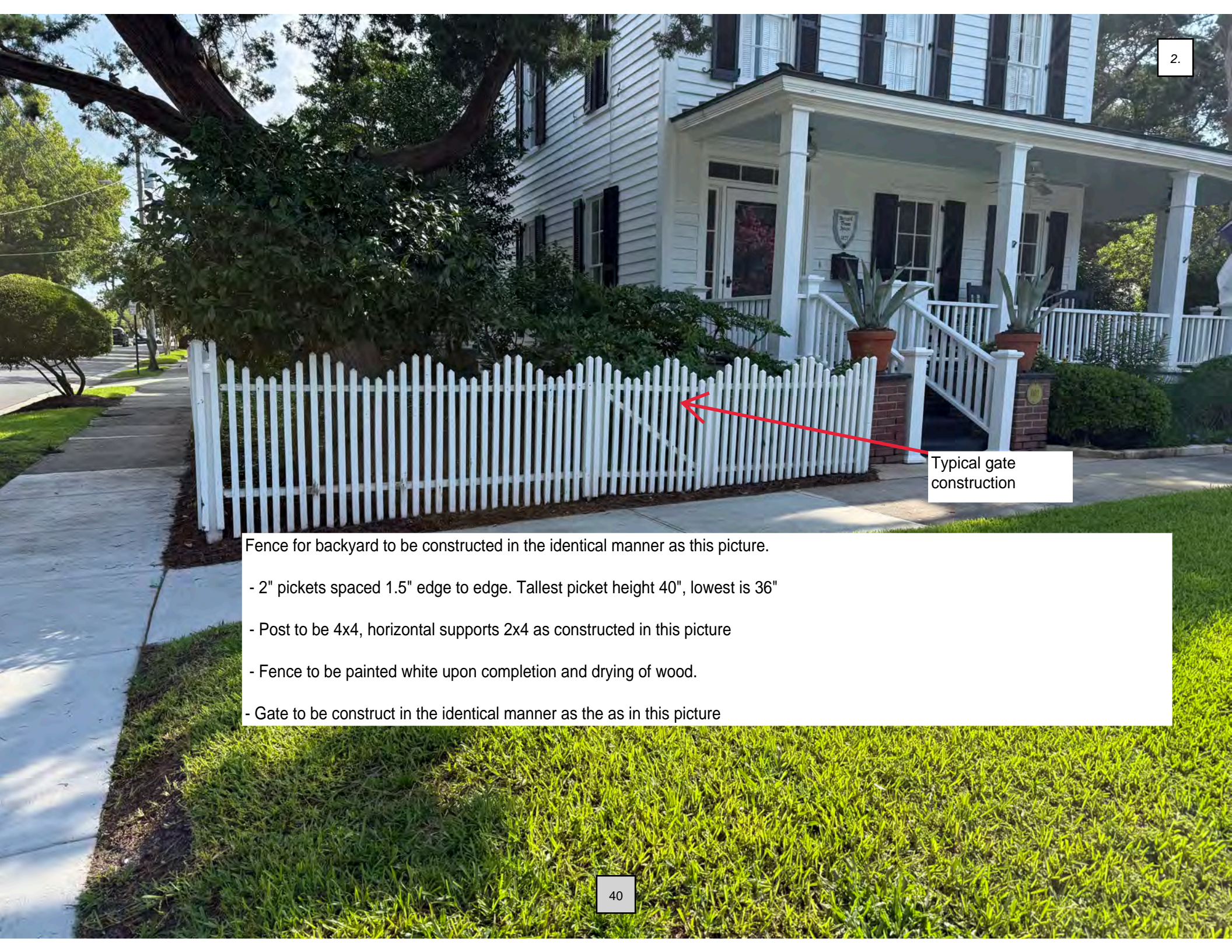
Fence

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

8.2.2. Design new fences that are compatible with the associated building, site and streetscape in height, proportion, scale, color, texture, material and design. Substitute fence materials are not allowed along front or visible side property lines in the historic district. Fence types such as

wire, hurricane, chain-link, vinyl, corrugated metal, stockade, and wooden post and rail are not allowed in public view.

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



Fence for backyard to be constructed in the identical manner as this picture.

- 2" pickets spaced 1.5" edge to edge. Tallest picket height 40", lowest is 36"
- Post to be 4x4, horizontal supports 2x4 as constructed in this picture
- Fence to be painted white upon completion and drying of wood.
- Gate to be construct in the identical manner as the as in this picture

1 of 59



©2025 Hive MLS

Pending: \$999,900 (4 beds, 4 baths, 2,695 Square Feet)



Remove low growing juniper

Remove rocks on corner

Remove bushes this area



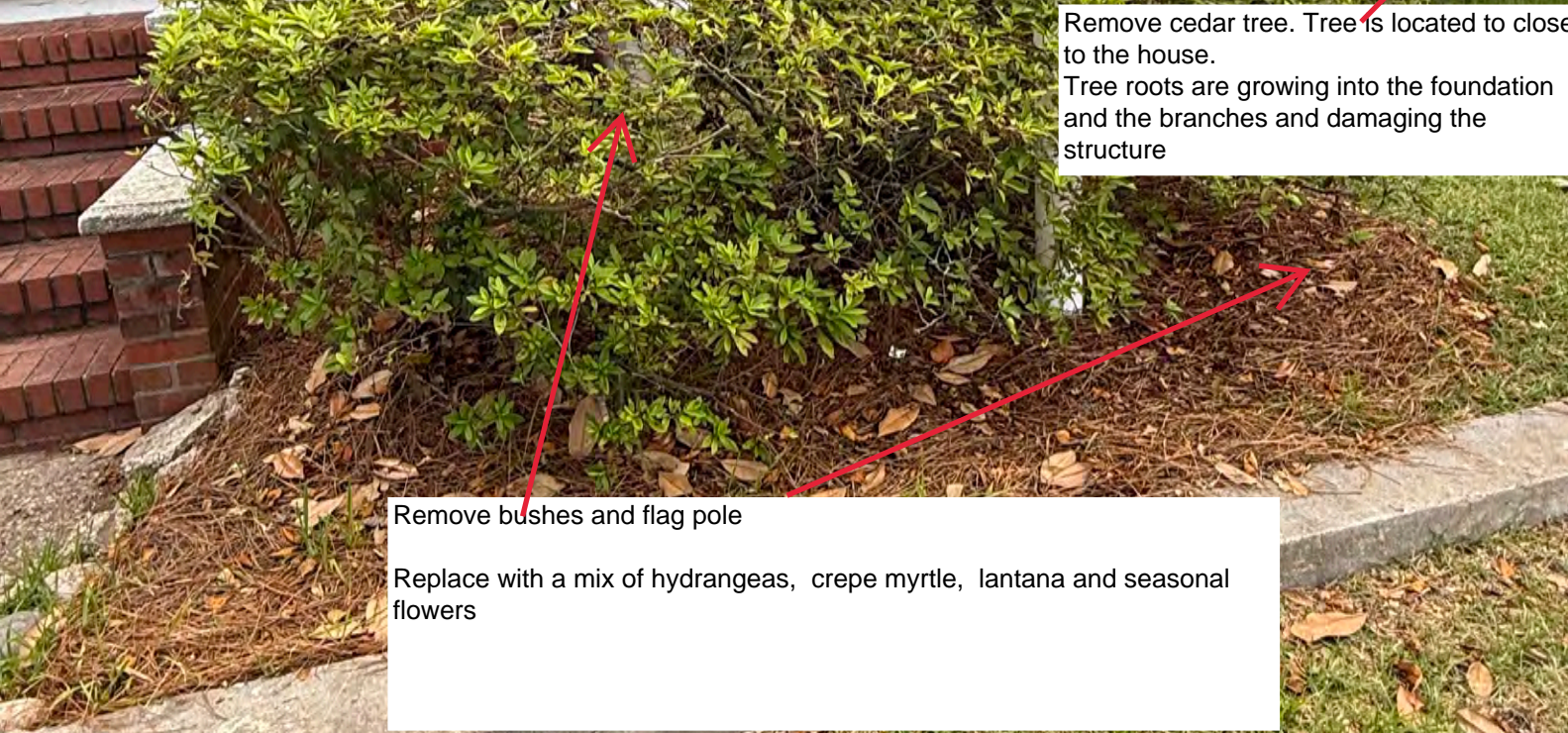
Remove bush



David Durham
President
East Coast Electric
216 Outer Banks Drive
Havelock, NC 28532
252-444-4488
david@eastcoastelectric.us



Remove cedar tree. Tree is located too close to the house. Tree roots are growing into the foundation and the branches are damaging the structure



Remove bushes and flag pole
Replace with a mix of hydrangeas, crepe myrtle, lantana and seasonal flowers

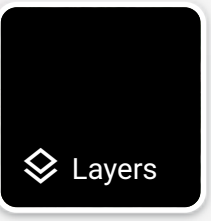


Existing section of fence

New single gate

New fence location

Porch





Sherwin-Williams



<https://www.sherwin-williams.com>

Real Red SW 6868 - Red Paint Color

Real Red paint color SW 6868 by Sherwin-Williams. View interior and exterior paint colors and color palettes. Get design...



Front Door Paint Color



Paint front door red
 Porch decking to remain gray
 Porch ceiling to remain blue
 Siding and trim to remain white

Paint window framing and trim black

Proposed landscaping modification. Remove low growing juniper and replace with Hydrangea bushes
 Proposed Front door painted red.
 Siding to remain white
 Porch ceiling to remain blue
 Porch decking to remain gray

Edit



48 of 59

©2025 Hive MLS

Pending: \$999,900 (4 beds, 4 baths, 2,695 Square Feet)



Ashburn 10PM

20147

What can we help you find today?



Credit Services

Home / Lumber & Composites / Timber

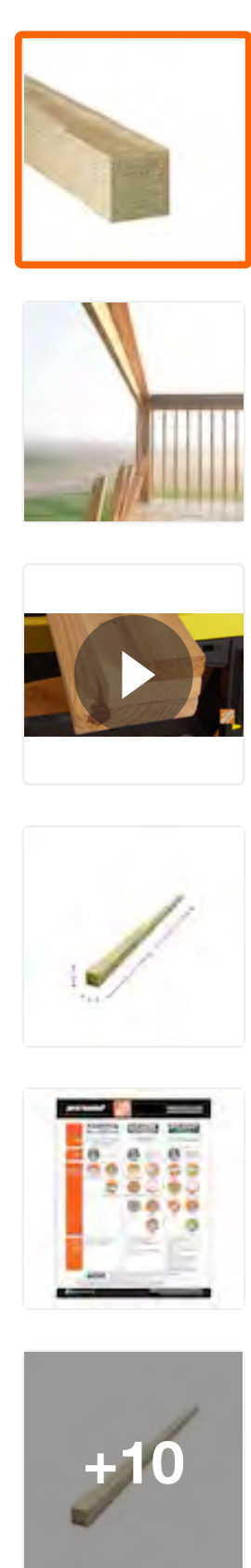
Internet # 205220341 Model # 194354 Store SKU # 256276

Best Seller

16.2k

4 in. x 4 in. x 8 ft. #2 Ground Contact Pressure-Treated Southern Yellow Pine Timber

★★★★★ (3599) Questions & Answers (199)



Hover Image to Zoom

Share Print

BULK PRICE
\$12.48
Buy 66 or more \$11.23

- 2X the protection compared to Above Ground treatment
- Treated for protection against fungal decay, rot and termites
- Ideal for decks, landscaping, fencing and other outdoor projects
- [View More Details](#)

Ashburn Store

✓ 184 in stock Aisle 25, Bay 006

Pickup at Ashburn

Delivering to 20147

Pickup Today
184 in stock
FREE

Delivery Tomorrow
5,203 available

Get it delivered as soon as tomorrow. Schedule your delivery in checkout.

1

Add to Cart



Pay in 4 interest-free payments on purchases of \$30-\$1,500 with **PayPal**. [Learn more](#)

Magic Apron Beta

AI-generated responses. [More information](#)

Hi! Need help with a product, project, or question? I'm here to assist. What can I help you with today?

What are the delivery options for this item?

Can this item be returned or exchanged?

What is the delivery charge for this item?

Ask a question

Loading Recommendations



Ask about this product
Get an immediate answer with AI

Type a question [Get an Answer](#)

AI-generated from the text of manufacturer documentation. To verify or get additional information, please contact The Home Depot customer service.

Product Details

Specifications

Questions & Answers

199 Questions

Customer Reviews

4.4 out of 5 ★★★★★ (3,600)

Loading Recommendations



How does get more done™

Support

- [Customer Service Center](#)
- [Check Order Status](#)
- [Pay Your Credit Card](#)
- [Order Cancellation](#)
- [Return Policy](#)
- [Refund Policy](#)
- [Shipping & Delivery](#)
- [Product Recalls](#)
- [My Preference Center](#)
- [Privacy & Security Center](#)

Resources

- [Specials & Offers](#)
- [Military Discount Benefit](#)
- [DIY Projects & Ideas](#)
- [Truck & Tool Rental](#)
- [Installation & Services](#)
- [Moving Supplies & Rentals](#)
- [Protection Plans](#)
- [Rebate Center](#)
- [Gift Cards](#)
- [Catalog](#)
- [Subscriptions](#)

About Us

- [Careers](#)
- [Corporate Information](#)
- [Digital Newsroom](#)
- [Home Depot Foundation](#)
- [Investor Relations](#)
- [Government Customers](#)
- [Suppliers & Providers](#)
- [Affiliate Program](#)
- [Eco Actions](#)
- [Corporate Responsibility](#)
- [Home Depot Licensing Information](#)

Need Help? Visit our Customer Service Center

- [Special Financing Available everyday*](#)
- [Pay & Manage Your Card](#)
- [Credit Offers](#)

Get \$5 off when you sign up for emails with savings and tips.

Enter Email Address [GO](#)

[Shop Our Brands](#)



Ashburn 10PM

20147

What can we help you find today?



Credit Services

... / Lumber & Composites / Decking / Deck Stairs / Outdoor Handrails

Internet # 10023713 Model # 302477 Store SKU # 302477

Best Seller

2.1k

WeatherShield

2 in. x 2 in. x 8 ft. #1 Pressure-Treated Southern Pine Lumber

★★★★★ (661) Questions & Answers (66)



Hover Image to Zoom

Share Print

Price \$5.28

Buy 40 or more \$4.75

- Pressure-treated to prevent damage from termites, decay and rot
- Great for decks, landscaping, gardens and other outdoor projects
- Can be painted/stained to match your exterior decor
- [View More Details](#)

Ashburn Store

✓ 258 in stock Aisle 25, Bay 006

Pickup at Ashburn

Delivering to 20147

Pickup

Today
258 in stock
FREE

Delivery

Tomorrow
701 available

Get it delivered as soon as tomorrow.

Schedule your delivery in checkout.

Quantity: 1

Add to Cart

PayPal

Pay in 4 interest-free payments on purchases of \$30-\$1,500 with PayPal. [Learn More](#)

Magic Apron Beta

AI-generated responses. [More information](#)

Hi! Need help with a product, project, or question? I'm here to assist. What can I help you with today?

What do I need to know before I buy?

What is the warranty on this item?

What are the key features?

Ask a question

Loading Recommendations



Ask about this product

Get an immediate answer with AI

Type a question

Get an Answer

AI-generated from the text of manufacturer documentation. To verify or get additional information, please contact The Home Depot customer service.

Product Details

Specifications

Dimensions: H 1.25 in, W 1.25 in, D 96 in

Questions & Answers

66 Questions

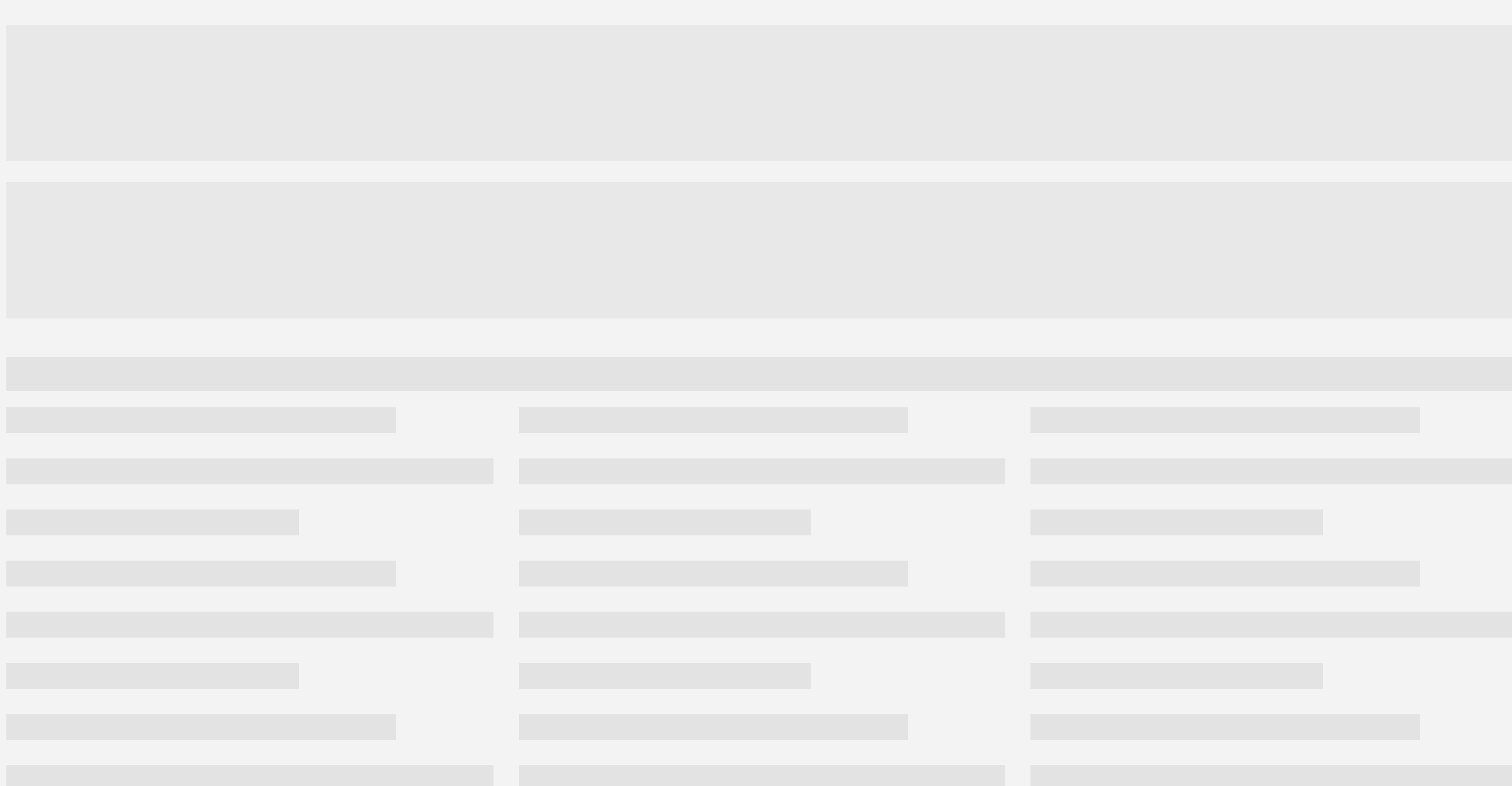
Customer Reviews

3.7 out of 5 ★★★★★ (661)

Loading Recommendations



Loading Recommendations



How does get more done™

Support

- [Customer Service Center](#)
- [Check Order Status](#)
- [Pay Your Credit Card](#)
- [Order Cancellation](#)
- [Return Policy](#)
- [Refund Policy](#)
- [Shipping & Delivery](#)
- [Product Recalls](#)
- [My Preference Center](#)
- [Privacy & Security Center](#)

Resources

- [Specials & Offers](#)
- [Military Discount Benefit](#)
- [DIY Projects & Ideas](#)
- [Truck & Tool Rental](#)
- [Installation & Services](#)
- [Moving Supplies & Rentals](#)
- [Protection Plans](#)
- [Rebate Center](#)
- [Gift Cards](#)
- [Catalog](#)
- [Subscriptions](#)

About Us

- [Careers](#)
- [Corporate Information](#)
- [Digital Newsroom](#)
- [Home Depot Foundation](#)
- [Investor Relations](#)
- [Government Customers](#)
- [Suppliers & Providers](#)
- [Affiliate Program](#)
- [Eco Actions](#)
- [Corporate Responsibility](#)
- [Home Depot Licensing Information](#)

Need Help? Visit our [Customer Service Center](#)

Special Financing Available everyday*

- [Pay & Manage Your Card](#)
- [Credit Offers](#)

Get \$5 off when you sign up for emails with savings and tips.

Enter Email Address

GO

Shop Our Brands







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, August 5, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: Board Discussion

SUBJECT: Revised Standards

BRIEF SUMMARY:

While reviewing the new proposed historic standards the sub-committee came across a few topics that they would like the full commission to weigh in on to keep progress moving on the draft. The topics for discussion are as follows:

1. In kind replaced with like kind particularly when it regards modern replacement features such as vinyl windows with GBG (grills between glass, vinyl or other artificial siding on a historic home and issues of that nature. Possibilities that we discussed include using a percentage scale, for example if over 50% is to be replaced we can require the owner to follow the current standards rather than replace like with like.

2. Plaques. After the recent case we want to make sure the Plaque process is clear and perhaps create a marker for homes that are old but have been altered.

3. Covered Docks in the Historic District. Since the Town Commissioners changed the ordinance to allow covered docks along Beaufort’s Waterfront, do we change our standards for allowing it as well? We had an application for a covered dock in May of 2023, and it passed by a vote of 4 to 3. This is a matter we will want Jill’s advice since the town is re-writing the UDO, and we don’t know if this will continue to be allowed.

4. Substitute Materials. The sub-committee has worked to clarify this and create a consistent standard for substitute materials because our current guidelines are confusing.

5. Areas of Visual Concern. The sub-committee would like to add this language to our new standards. Primary AVC would be directly adjacent to the street, and therefore the most visible. Secondary AVC would include areas not directly adjacent to the street but visible from the street. Tertiary AVC would include areas generally not visible from the street. Defining these areas will be helpful in situations like we had last month with the new shed using vinyl doors & windows.

REQUESTED ACTION:

Discussion and consensus

EXPECTED LENGTH OF PRESENTATION:

Minutes

SUBMITTED BY:

HPC Sub-committee

BUDGET AMENDMENT REQUIRED:

N/A