



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, February 04, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Minutes Approval

- [1.](#) HPC Draft Minutes 010725

Administration of Oaths

Items of Consent

- [1.](#) Approval of the Orders for 607 Ann Street, 307 Front Street, 216 Orange Street, 309 Moore Street (2), 510 Front Street, 209 Moore Street & 300 Front Street – Certificate of Appropriateness

Old Business

- [1.](#) Case # 24-05 112 Moore St - Fencing

New Business

- [1.](#) Case # 25-09 201 Front Street - Replacement of window sashes and storm windows
- [2.](#) Case # 25-10 119 Orange Street - Concrete Driveway with Brick Edging
- [3.](#) Case # 25-13 110 Middle Lane - Fence
- [4.](#) Historic Standards Review & Discussion

Commission / Board Comments

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, January 7, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair McCune called the January 7th, 2024 Beaufort Historic Preservation Commission regular meeting to order at 6:00 p.m.

Roll Call

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

Members Absent: Jonathan Haas, Tammy Hunsucker

A quorum was declared with five 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

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

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

Minutes Approval

Vice-Chair Hedrick made the motion to approve the December 3rd, 2024 Minutes as presented and Member Morris made the second. Chair McCune took a vote that was unanimously approved.

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

Administration of Oaths

Secretary Anderson then administered the Oath to Kyle Garner and Brad Fockler.

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.

Items of Consent

- 1. Approval of the Orders for 312 Moore Street & 500 Ann Street – Certificate of Appropriateness

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

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

New Business

- 1. Case #24-05; 112 Moore Street - Fencing

Chair McCune introduced Case #24-05 and asked for the Staff Report.

Mr. Garner stated this request is to install a 6-foot-high fence along the northern property line and side yard.

Chair McCune asked if any Board members needed to recuse themselves and hearing none, asked if they had any questions for Mr. Garner.

Secretary Anderson administered the Oath to the applicant’s agent, Charles Haskins.

Mr. Haskins stated that there were conflicting surveys with the adjoining homeowner but the applicants’ survey had been recorded.

The Board asked about the height of the fence which would be around 5 1/2” feet, issues with property lines with adjacent property owners, the original repair and current replacement of the fence and following the limitations of the approved Certificate of Appropriateness (COA).

Chair McCune asked if there were any parties with standing.

Mr. Bryce Pike, attorney for the adjacent property owner, introduced Michelle LaRussa of 114 Moore Street.

Secretary Anderson then administered the Oath to Michelle LaRussa.

Chair McCune asked how Ms. LaRussa had standing in the matter and Mr. Pike stated that the property had been surveyed, and the fence had been moved onto his client’s property.

Chair McCune made a motion to allow Mr. Pike standing as Ms. LaRussa’s attorney and Member Sabiston made the second. Chair McCune took a vote that was approved.

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

The Board was then given photos of Ms. LaRussa’s property before and after the original fence was removed and Chair McCune entered the photos into the record. There were no questions for Mr. Pike from the Board.

Secretary Anderson then administered the Oath to Zachary Johnson, 210 Ann Street.

Mr. Johnson stated that he owned property behind the applicant’s property and his property was double deeded. He stated that he considered the applicant putting a fence on his property to be a hardship.

Chair McCune made a motion to allow Mr. Johnson standing and Member Cummins made the second. Chair McCune took a vote that was approved.

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

Chair McCune stated that the burden of proof is on the applicant and the Commission cannot make property line judgements. She felt there was no choice but to deny or table the application.

There were no further witnesses who may have standing in the matter.

Ms. Quattlebaum stated that property lines are not the purview of the Commission and discussed options of denial or tabling the COA.

Member Cummins made a motion continue the case until the February meeting and Member Morris made the second. Chair McCune took a vote that was approved.

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

2. Case #25-01; 607 Ann Street – Driveway

Chair McCune introduced Case #25-01 and asked for the Staff Report. Mr. Garner stated that the request was to install a brick ribbon driveway at 607 Ann Street. He showed an example of the current and requested driveway.

Secretary Anderson administered the Oath to the applicant, John Carter, and his contractor Timothy Fulcher.

Mr. Carter explained the brick material pavers requested for the project.

There were no questions for the applicant.

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-01. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-01, 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: Off-Street Parking Guidelines 8.5.7.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-01.

Member Morris made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #25-01 be issued for the proposed work.

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

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

Chair McCune then declared Case #25-01 closed and notified Mr. Carter that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

3. Case #25-02; 307 Front Street – Second Floor Windows Doors & First Floor Porch

Chair McCune introduced Case #25-02 and asked for the Staff Report and asked if any Commission members needed to recuse themselves. Hearing none she asked for the Staff Report. Mr. Garner stated that the request was the installation of a new door with a new location and windows on the second story rear portion of the structure with an extension of the existing porch on the first story east side which is an extension from a COA approved in 2015.

Secretary Anderson administered the Oath to the applicant’s contractor, Tom Owens and John Engelhard, project manager.

Mr. Engelhard answered questions from the Commission regarding roofing, explaining the new roof would match existing. There was a short discussion regarding the metal roofing.

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-02. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-02, move that the Commission concludes that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Window and Door Guidelines 6.4.3, 6.4.7, 6.4.10, 6.4.11; Porches and Entrances Guidelines 6.5.1, 6.5.3, 6.5.5, 6.5.7, 6.5.10; Roof Guidelines 6.1.1; Wood Siding, Trim, and Ornament Guidelines 6.2.12.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-02.

Member Morris made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #25-02 be issued for the proposed work.

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

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

Chair McCune then declared Case #25-02 closed and notified Mr. Owens and Mr. Engelhard that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

4. Case #25-03; 216 Orange Street – Exterior Stairway – Privacy Fence & Shower

Chair McCune introduced Case #25-03 and asked for the Staff Report. Mr. Garner asked that the Staff Report be submitted as part of the record and stated that the request was to install a new exterior stairway in the rear of the house and add a 6-foot tall privacy fence and shower in the rear yard. Elements of the rear yard can be seen from Broad Street. Mr. Garner noted the privacy fence was more of a screen than a fence.

In August 2007, a COA was approved for an extension of the front porch/stoop and this home is not historic.

Secretary Anderson administered the Oath to the applicant, Steve Magowan.

Mr. Magowan explained that there was no existing stairway. He noted the desire to hide his kayaks and trashcans leading to his request of the natural color screening fence.

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-03. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-03, 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: Wood Siding, Trim, and Ornament Guidelines 6.2.2; Paint and Exterior Colors Guidelines 6.7.1, 6.7.2; Accessibility and Life Safety Guidelines 6.8.1, 6.8.2; Additions to Historic Buildings Guidelines 7.8.1, 7.8.2, 7.8.4; Fences and Walls 8.2.2, 8.2.3; Outside Utilities Guidelines 8.3.1, 8.3.2.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-03.

Member Sabiston 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 #25-03 be issued for the proposed work.

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

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

Chair McCune then declared Case #25-03 closed and notified Mr. Magowan that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

5. Case #25-04; 309 Moore Street – Solar Panels

Chair McCune introduced Case #25-04 and asked if any Commissioners needed to recuse themselves; hearing none she asked for the Staff Report. Mr. Garner asked that the Staff Report be submitted as part of the record and stated that the request is to install solar panels on the southern and western roof line of the structure at 309 Moore Street. In April 2012 the Charles King Trust received a COA for a new single-family residence which was not built, but in October 2013 the COA was modified and the new home was built.

Secretary Anderson administered the Oath to the homeowner, Chris Faulker, and Matt Stallings, project developer at Cape Fear Solar Systems.

The Commission discussed the height of the panels above the metal roof and Mr. Stallings stated that they would be attached approximately 4” above the roof. There was also a discussion regarding updating the new Standards

with language to reflect newer technologies. The Commission also noted the solar panels are not a permanent change to the structure.

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-04. Member Cummins made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-04, 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 6.1.5; Outside Utilities Guidelines 8.3.2.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-04.

Member Morris made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #25-04 be issued for the proposed work.

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

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

Chair McCune then declared Case #25-04 closed and notified Mr. Faulkner that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

6. Case #25-05; 309 Moore Street – Bulkhead & Pier

Chair McCune introduced Case #25-05 and asked if any Commissioners needed to recuse themselves; hearing none she asked for the Staff Report. Mr. Garner asked that the Staff Report be submitted as part of the record and stated that the request is to install a new bulkhead and pier at 309 Moore Street.

Chair McCune asked if the requested bulkhead was vinyl and Mr. Garner stated that it was. She further noted that there were other vinyl bulkheads in the historic district that are made of vinyl.

Mr. Faulkner stated the bulkhead was to prevent erosion.

Member Cummins asked if the boat lifts on page 95 of the application were included and Mr. Faulkner stated that they were not requested at this time. Member Cummins stated it was important to note that the bulkhead cannot be seen from the street and the boatlifts are not included in this application.

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-05. Vice-Chair Hedrick made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-05, move that the Commission concludes that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Docks, Piers, and Boardwalks Guidelines 8.7.1.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-05.

Chair McCune made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #25-05 be issued for the proposed work.

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

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

Chair McCune then declared Case #25-05 closed and notified Mr. Faulkner that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

7. Case #25-06; 510 Front Street – Replace 10 Windows on Water Side

Chair McCune introduced Case #25-06 and asked if any Commissioners needed to recuse themselves; hearing none she asked for the Staff Report. Mr. Garner asked that the Staff Report be submitted as part of the record and noted the following COA’s for the non-historical building:

- 2023 – COA was granted for new signage and window replacement.
- 2021 - COA was granted for a new 16 sq. ft sign facing Front (Beaudega)
- 2017 - COA was granted for a new 16 sq. ft. sign facing Front (Black Sheep)
- 2017 - COA was granted to install 3 retractable awnings on upper units.
- 2010 - COA was granted for a 16 sq. ft. sign (Queen Anne’s Revenge) Other COA’s have been granted for this building going back to 2003 and mostly for signage for businesses and for the screening fence on the east side of the structure next to the Boardwalk.

There was a discussion regarding the previous COA’s for window replacements.

Secretary Anderson administered the Oath to the applicant’s agent, John Flowers.

He stated that this is a repair and replace project on the east side of the building. The existing windows are vinyl with grilles between glass.

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-06. Member Cummins made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-06, move that the Commission concludes that the pending application meets the following design standards under the Design Guidelines for the Beaufort Historic District and Landmarks: Window and Door Guidelines 6.4.3, 6.4.7, 6.4.10; Historic Store Front Guidelines 6.9.1.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-06.

Member Morris made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #25-06 be issued for the proposed work.

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

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

Chair McCune then declared Case #25-06 closed and notified Mr. Flowers that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

8. Case #25-07; 209 Moore Street – Siding & New Front Porch & Rear Deck & Fence

Chair McCune introduced Case #25-07 and asked if any Commissioners needed to recuse themselves; hearing none she asked for the Staff Report. Mr. Garner asked that the Staff Report be submitted as part of the record and stated that the owner wishes to install a new front porch, rear deck, install new siding on front and install a Beaufort Style Fence at 209 Moore Street. He noted that the applicant, Ms. Maggie Chalk, met with Chair McCune and staff to review the application.

Secretary Anderson administered the Oath to the property owner, Michael Martin, and Ms. Maggie Chalk, preservation architect AIA, NCARB.

Ms. Chalk stated that the house at 209 Moore St is a modified segment of a historic building which was part of St. Paul’s School, called Watson Hall. She explained the proposed modifications including the removal of a third chimney to add a deck, removal of landscaping, and addition of new landscaping.

Mr. Martin added that they had researched extensively for photographs and information regarding the house and its history with limited findings.

Ms. Chalk also explained that the front vinyl siding will be removed and the uncovered original wood siding and trim repaired on the front exterior wall. The front second story gable vinyl shake-profile siding will be removed and replaced with painted cedar shake siding, and all embellishments will be removed. Front vinyl siding only will be removed at this time. Ms. Chalk showed paint samples to the Commission.

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-07. Member Sabiston made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-07, 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, 6.1.6; Wood Siding, Trim, and Ornament Guidelines 6.2.1, 6.2.2, 6.2.3, 6.2.14; Brickwork and Masonry Guidelines 6.3.1, 6.3.2, 6.3.9; Porches and Entrances Guidelines 6.5.1, 6.5.2, 6.5.3, 6.5.4, 6.5.5, 6.5.6, 6.5.7, 6.5.8; Decks on Historic Buildings Guidelines 7.9.1, 7.9.2, 7.9.3, 7.9.4; Landscaping Guidelines 8.1.1, 8.1.5; Fences and Walls Guidelines 8.2.2, 8.2.3.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-07.

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 #25-07 be issued for the proposed work.

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

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

Chair McCune then declared Case #25-07 closed and notified Mr. Faulkner that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

9. Case #25-08; 300 Front Street Unit 3 - New Signage

Chair McCune introduced Case #25-08 and asked if any Commissioners needed to recuse themselves; hearing none she asked for the Staff Report. Mr. Garner asked that the Staff Report be submitted as part of the record and stated that the request is to install a hanging sign = 10.6 sq. ft., an attached sign on the east side of the building = 16 sq. ft. totaling = 26.6 sq. ft.

The proposed signage is to replace the former Mexican Restaurant hanging sign (10.6 sq. ft) as well as the attached signage on the east side of the building which was 16 sq. ft. This property has 85 feet of street frontage which would permit up to 170 square feet of total signage per the Land Development Ordinance (LDO) So far Encanto has 30.63 sq. ft and Beaufort Yacht Sales has 28 sq. ft. So far total signage is 58.63 sq. ft of the 170 allowed.

Secretary Anderson administered the Oath to the applicant, Lindsey Nguyen.

Chair McCune asked if there were any parties with standing, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-08. Member Cummins made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-08, 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: Signage Guidelines 8.6.1, 8.6.2, 8.6.3, 8.6.5.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-08.

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 #25-05 be issued for the proposed work.

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

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

Chair McCune then declared Case #25-08 closed and notified Ms. Nguyen that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

Commission / Board Comments

Vice-Chair Hedrick asked about an updated survey of the historic district.

Staff Comments

Mr. Garner thanked Ms. Quattlebaum, Mr. Fockler, and Ms. Anderson for their support.

Regarding the updated survey of the historic district, appropriations have been planned in the future budget for the survey.

Adjourn

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

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

Chair McCune declared the January 7th, 2025 meeting adjourned at 8:30 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. February 4, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: Consent
SUBJECT: Approval of the Orders for 607 Ann Street, 307 Front Street, 216 Orange Street, 309 Moore Street (2), 510 Front Street, 209 Moore Street & 300 Front 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

February 4, 2025

John & Emily Carter
607 Ann Street
Beaufort, NC 28516

RE: Case # 25-01 607 Ann Street – Driveway

Dear Mr. and Mrs. Carter:

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



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 January 7, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **JOHN & EMILY CARTER** for **CASE # 25-01 607 ANN STREET – DRIVEWAY** 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 January 7, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Off-street Parking Guidelines

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

THEREFORE, IT IS ORDERED based on the application submitted, the testimony given during the evidentiary hearing and the foregoing findings of fact, the HPC concludes that the proposed project is congruous with the special character of the Historic District as a whole and that a Certificate of Appropriateness be **ISSUED** for **CASE # 25-01 607 ANN STREET – DRIVEWAY**.

This the 4th day of February, 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

February 4, 2025

Owens Construction
828 West Beaufort Road
Beaufort, NC 28516

RE: Case # 25-02 307 Front Street – Second Floor Windows, Doors & First Floor Porch

To whom it may concern:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

Cc: Mary Ellen Nixon-Moore

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



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on January 7, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **OWENS CONSTRUCTION** for **CASE # 25-02 307 FRONT STREET – SECOND FLOOR WINDOWS, DOORS & FIRST FLOOR PORCH** and having heard all of the evidence, testimony, and arguments presented during the evidentiary hearing on this item and having the material(s) submitted to the HPC from the applicant, makes the following CONCLUSION:

Based upon the testimony, evidence, and record before the HPC on January 7, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Windows and Door Guidelines

6.4.3. Use replacement windows and doors that match the existing historic elements as closely as possible. Wood windows should be replaced with wood windows. If replacement windows or doors are required, consider first replacing only the deteriorated element, such as a single sash or door, rather than the entire frame or unit. Any new replacements shall match the original in all dimensions, materials, and detailing as closely as possible.

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

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

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

Porches and Entrances Guidelines

6.5.1. Retain and preserve historic porches, entrances and doorways including related features such as railings, posts or columns, ceilings, steps, lattice, flooring, piers, ornamental trim, and other character defining elements.

6.5.3. Use appropriate materials in the repair and restoration of historic porches. Woods that are naturally rot-resistant or treated will provide the greatest durability for exposed elements such as railings, steps, flooring, and floor framing. The use of pressure-treated wood is appropriate when painted within six months. The use of substitute material that duplicates the look and patina, and architectural detail is allowed.

6.5.5. Covering a porch with non-historic material such as vinyl or metal siding, or “winterizing” a screened porch by permanently attaching plastic sheeting is not permitted.

6.5.7. Use architectural details and ornamentation that are compatible with the style, period, and detailing of the porch and structure. Such features as new metal columns or wrought iron posts, over-scaled columns with elaborate capitals, metal or plastic balustrades are not allowed. The creation of a false historical appearance, such as adding Victorian ornament to a plain early 20th century porch, is not appropriate.

6.5.10. It is not appropriate to add new porches, entrances, or balconies to primary elevations or other areas of a building that are seen from the public view if none existed historically.

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.

Wood Siding, Trim and Ornament Guidelines

6.2.12. Avoid removing or replacing such features as cornices, brackets, pilasters, door and window moldings, pediments, medallions, dentil and modillion molding, corner boards, and other character-defining architectural trim, particularly from the principal façade.

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 # 25-02 307 FRONT STREET – SECOND FLOOR WINDOWS, DOORS & FIRST FLOOR PORCH.**

This the 4th day of February, 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

February 4, 2025

Steve Magowan
216 Orange Street
Beaufort, NC 28516

RE: Case # 25-03 216 Orange Street – Exterior Stairway, Privacy Fence & Shower

Dear Mr. Magowan:

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



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 January 7, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **STEVE MAGOWAN** for **CASE # 25-03 216 ORANGE STREET – EXTERIOR STAIRWAY, PRIVACY FENCE & SHOWER** 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 January 7, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Wood Siding, Trim and Ornament Guidelines

6.2.2. Preserve and repair existing wood elements wherever possible. Use preservation techniques which encourage repair (such as epoxies, splicing, and patching where applicable) rather than wholesale replacement.

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.

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.

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.

6.8.2. Introduce new or alternate means of access to the historic building, in ways that do not compromise the appearance of an historic entrance or front porch.

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.

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

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.

Outside Utilities Guidelines

8.3.1. Locate utilities, vents and meter boxes and other utility connections in side or rear yards and screen from public view with plantings, fencing, or other means.

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

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 # 25-03 216 ORANGE STREET – EXTERIOR STAIRWAY, PRIVACY FENCE & SHOWER.**

This the 4th day of February, 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

February 4, 2025

Chris Faulkner
1823 W. Friendly Avenue
Greensboro, NC 27403

RE: Case # 25-04 309 Moore Street – Solar Panels

Dear Mr. Faulkner:

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



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 January 7, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **CHRIS FAULKNER** for **CASE # 25-04 309 MOORE STREET – SOLAR PANELS** 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 January 7, 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

6.1.5. 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.

Outside Utilities Guidelines

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

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 # 25-04 309 MOORE STREET – SOLAR PANELS**.

This the 4th day of February, 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

February 4, 2025

Ashley Brooks – Shoreline Marine Construction
580 Pearson Circle
Newport, NC 28570

RE: Case # 25-05 309 Moore Street – Bulkhead only

Dear Mr. Faulkner:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

Cc: Chris Faulkner



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 January 7, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **ASHLEY BROOKS – SHORELINE MARINE CONSTRUCTION** for **CASE # 25-05 309 MOORE STREET – BULKHEAD ONLY** 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 January 7, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Docks, Piers, and Boardwalks Guidelines

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

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 # 25-05 309 MOORE STREET – BULKHEAD ONLY**.

This the 4th day of February, 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

February 4, 2025

Robert Morris
510 Front Street
Beaufort, NC 28516

RE: Case # 25-06 510 Front Street, Unit #23 – Install Ten (10) Replacement Windows on Water Side

Dear Mr. Morris:

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
Interim Town Manager [redacted] Charles Burgess



TOWN OF BEAUFORT, NC
ORDER GRANTING A CERTIFICATE OF APPROPRIATENESS

The Historic Preservation Commission for the Town of Beaufort, N.C. (“HPC”), having held an evidentiary hearing on January 7, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **ROBERT MORRIS** for **CASE # 25-06 510 FRONT STREET, UNIT #23 – INSTALL TEN (10) REPLACEMENT WINDOWS ON WATER SIDE** 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 January 7, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Windows and Door Guidelines

6.4.3. Use replacement windows and doors that match the existing historic elements as closely as possible. Wood windows should be replaced with wood windows. If replacement windows or doors are required, consider first replacing only the deteriorated element, such as a single sash or door, rather than the entire frame or unit. Any new replacements shall match the original in all dimensions, materials, and detailing as closely as possible.

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

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

Historic Store front Guidelines

6.9.1. Retain and preserve historic commercial storefronts and building façades, including display windows, entrance configurations, doors, transoms, bulkheads, windows, cornices, parapets, and brickwork.

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 # 25-06 510 FRONT STREET, UNIT #23 – INSTALL TEN (10) REPLACEMENT WINDOWS ON WATER SIDE**.

This the 4th day of February, 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

February 4, 2025

Maggie Chalk, AIA
Burnette – Chalk Architecture
105 Banks Street
Morehead City, NC 28557

RE: Case # 25-07 209 Moore Street – New Front Porch & Rear Deck, New Siding on Front of House with a New Beaufort Style Pickett Fence

Dear Ms. Chalk:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

Cc: Michael & Christina Martin



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 January 7, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **MAGGIE CHALK** for **CASE # 25-07 209 MOORE STREET – NEW FRONT PORCH & REAR DECK, NEW SIDING ON FRONT OF HOUSE WITH A NEW BEAUFORT STYLE PICKETT FENCE** and having heard all of the evidence, testimony, and arguments presented during the evidentiary hearing on this item and having the material(s) submitted to the HPC from the applicant, makes the following CONCLUSION:

Based upon the testimony, evidence, and record before the HPC on January 7, 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.
- 6.1.6. Install new gutters without damaging or obscuring architectural features. It is inappropriate to replace concealed, built-in gutter systems with modern exposed gutters. Gutters of all materials except copper shall have a painted finish. Half-round gutters are appropriate for most contributing properties. Wood gutters may be appropriate for certain period restoration projects. Replacement of gutters is usually reviewed as a Minor Works item.

Wood Siding, Trim, and Ornament Guidelines

- 6.2.1. Preserve and maintain existing original wood siding, trim, ornamentation, and other wood decorative elements.
- 6.2.2. Preserve and repair existing wood elements wherever possible. Use preservation techniques which encourage repair (such as epoxies, splicing, and patching where applicable) rather than wholesale replacement.
- 6.2.3. Replace historic wood elements only where the original is too deteriorated to repair. If replacement is necessary, use new replacement wood that matches the original as closely as possible in all properties: shape, profile, texture, and detailing. The deteriorated or damaged condition should be documented. Replacement of these features in kind and according to the guidelines does not normally require a COA.
- 6.2.14. Blown in insulation should be placed in a house so as not to disturb siding.

Brickwork and Masonry Guidelines

- 6.3.1. Retain and preserve historic brick and masonry elements, including walls, chimneys, foundations, and retaining walls. Preserve masonry elements that are character-defining features of the building or property.
- 6.3.2. Repair and restore historic masonry elements, rather than replace. Remove vegetation and vines from masonry to prevent structural or moisture damage.
- 6.3.9. Avoid painting masonry surfaces that were not painted historically. When painting masonry that has been previously painted, use acrylic latex paints for best durability.

Porches and Entrances Guidelines

- 6.5.1. Retain and preserve historic porches, entrances and doorways including related features such as railings, posts or columns, ceilings, steps, lattice, flooring, piers, ornamental trim, and other character defining elements.
- 6.5.2. Repair, rather than replace, historic porch and entrance elements, wherever feasible. Use repair techniques which preserve historic material, including patching, epoxy repair, reinforcing, or splicing-in of new wood in place of deteriorated sections. Replacement elements should match the original in size, shape, pattern, color, and texture.
- 6.5.3. Use appropriate materials in the repair and restoration of historic porches. Woods that are naturally rot-resistant or treated will provide the greatest durability for exposed elements such as railings, steps, flooring, and floor framing. The use of pressure-treated wood is appropriate when painted within six months. The use of substitute material that duplicates the look and patina, and architectural detail is allowed.
- 6.5.4. The enclosure or other alteration of original or historic front porches is not appropriate in the historic district. The enclosure of porches at the rear, or other areas not seen from the public view, is appropriate if the enclosure is designed and constructed in a manner that preserves the historic character and features of the porch.
- 6.5.5. Covering a porch with non-historic material such as vinyl or metal siding, or “winterizing” a screened porch by permanently attaching plastic sheeting is not permitted.
- 6.5.6. Using indoor-outdoor carpeting to weather-proof a porch floor is not permitted.
- 6.5.7. Use architectural details and ornamentation that are compatible with the style, period, and detailing of the porch and structure. Such features as new metal columns or wrought iron posts, over-scaled columns with elaborate capitals, metal or plastic balustrades are not allowed. The creation of a false historical appearance, such as adding Victorian ornament to a plain early 20th century porch, is not appropriate.
- 6.5.8. Removing a porch that is not repairable and not replacing it, or replacing it with a new porch that does not convey the same visual appearance on contributing historical properties is not permitted.

Decks and Historical Buildings Guidelines

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

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.

8.1.5. 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.

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.

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 # 25-07 209 MOORE STREET – NEW FRONT PORCH & REAR DECK, NEW SIDING ON FRONT OF HOUSE WITH A NEW BEAUFORT STYLE PICKETT FENCE.**

This the 4th day of February, 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

February 4, 2025

Lindsey Nguyen
111 Buena Vista Drive
Newport, NC 28570

RE: Case # 25-08 300 Front Street, Unit 3– New Signage

Dear Ms. Nguyen:

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

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

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

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

Sincerely,

Joyce McCune, Chair
Beaufort Historic Preservation Commission

Enclosed: COA Certificate

Cc: John Warrington



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 January 7, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **LINDSEY NGUYEN** for **CASE # 25-08 300 FRONT STREET, UNIT 3 – NEW SIGNAGE** 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 January 7, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Signage Guidelines

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

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

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

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

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 # 25-08 300 FRONT STREET, UNIT 3 – NEW SIGNAGE**.

This the 4th day of February, 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, February 4, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: Old Business

SUBJECT: Case # 24-05 112 Moore St - Fencing

BRIEF SUMMARY:

During the January 2025 meeting it was determined that the hearing should be continued to the February meeting so that the Commission’s Legal Council could determine if there was an issue of ownership of property. The Attorney will provide an update as to their finding at the hearing.

The owner wishes to move the northern fence to the property line than where it was previously approved which was south of the line.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, AICP
Date: December 23, 2024
Case No. 24-05

Request: Install a 6-foot-high fence along the northern property line and side yard.

Applicant: Charles Haskins
 1601 Hwy 70
 Newport, NC 28570

Property Information:

Owners: Doug & Margaret Abrahams
Location: 112 Moore Street
PIN#: 730617007887000

Project Information: According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 112 Moore Street, circa 1828. **James Noe House.** Somewhat altered, traditional Beaufort-style, 2-story, side gable house is 3 bays wide and has engaged 2-story porch with open-rafters and replacement chamfered posts and plain railing. Plain siding, 9/6 and 6/6 sash.

In August 2012, a COA was issued for the addition of fence to the existing fence in the driveway area. Beginning at 4 feet tall and tapering to 5 feet towards the rear of the property.

In January of 2024 a COA was approved for landscaping and hardscaping work for this property and the applicant is now adding additional work.

Since May a new survey has been completed and the Abrams wish to place the fence along the property line as to the previously approved location just a little off the fence line.

Proposed work:

See Attached Application & Narrative

Material:

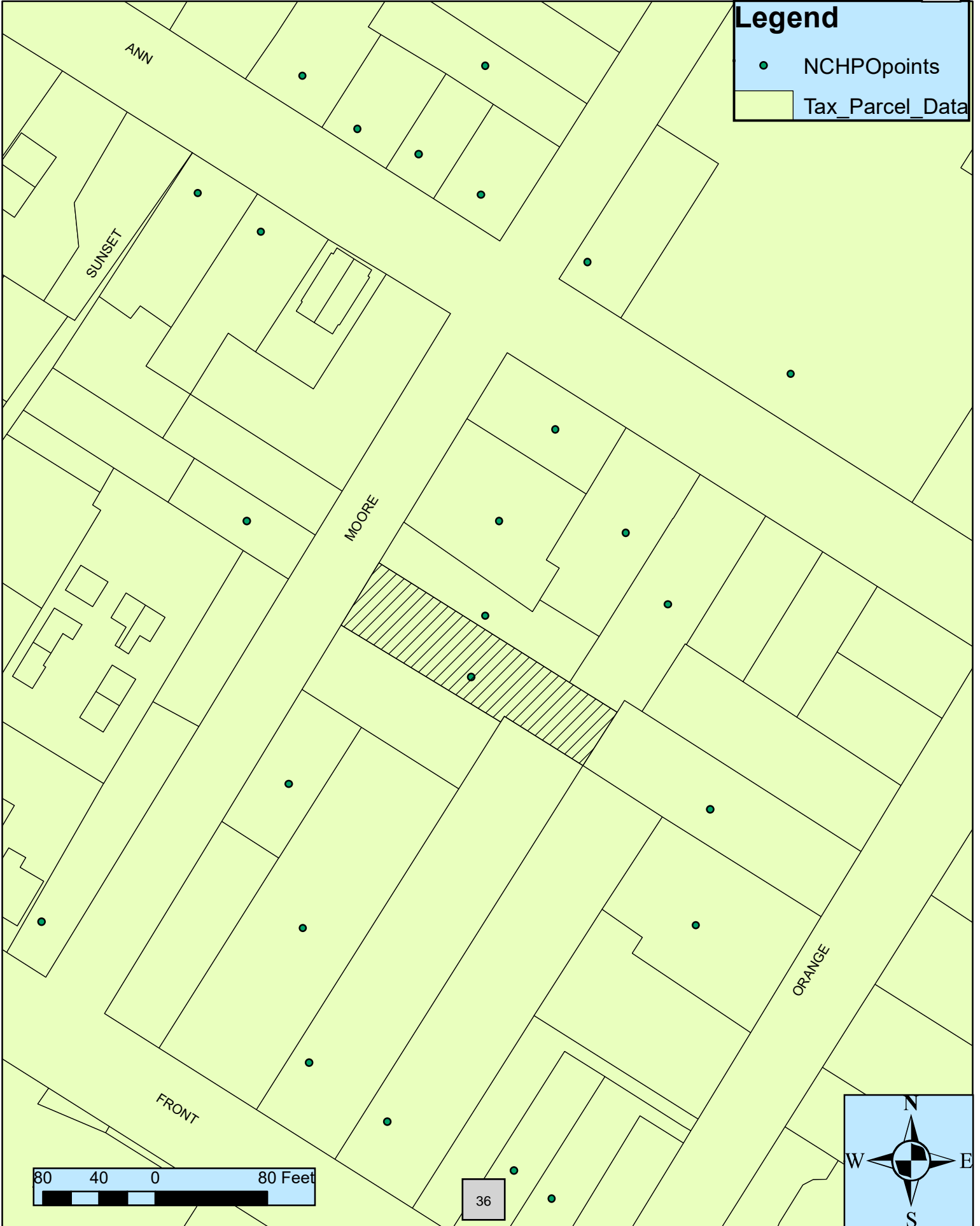
Fences and Walls Guidelines

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

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

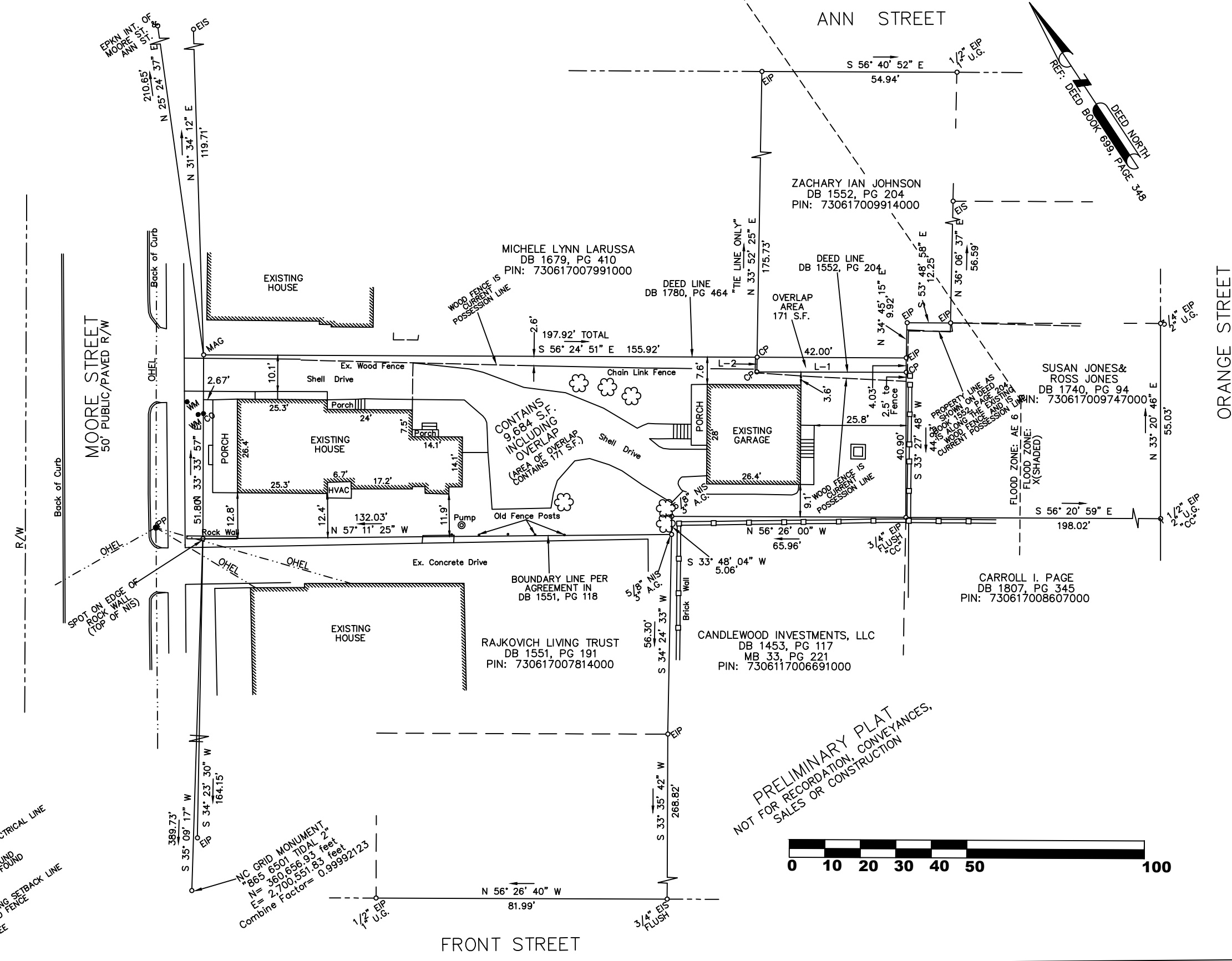
8.2.3. Fences shall not exceed a height of four (4) feet in front yards and other areas of primary visual concern. Fences at rear yards and other areas not readily seen from the public view may be up to six (6) feet high. The transition between low front fences and higher rear fences should be made as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

Case # 24-05 112 Moore St - Fencing



<u>OWNER</u>	<u>IL_HOU</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>IL_ST</u> <u>MAIL_ZI</u>	<u>MAIL_ADD2</u>
ABRAMS,DOUGLAS B ETUX MARGARET	5101	HUNTINGWOOD DR	RALEIGH	NC 27506	
ALLEN,DANNY C	6114	DODSONS CROSSROADS	HILLSBOROUGH	NC 27278	
CANDLEWOOD INVESTMENTS LLC			ROCKY MOUNT	NC 27804	PO BOX K
DUNCAN,JOHN N III ETAL	115	MOORE ST	BEAUFORT	NC 28516	
JOHNSON,ZACKARY IAN	206	ANN STREET	BEAUFORT	NC 28516	
JONES,SUSAN O ETVIR ROSS	1820	PEACHTREE STREET NW	ATLANTA	GA 30309	#1912
LARUSSA,MICHELE LYNN	109	COREY BRIDGE ROW	CARY	NC 27513	
MOORE,MICHAEL A ETAL WILLIAM M	113	MOORE STREET	BEAUFORT	NC 28516	
RAJKOVICH LVG TR DT 09/09/1999	110	MOORE STREET	BEAUFORT	NC 28516	

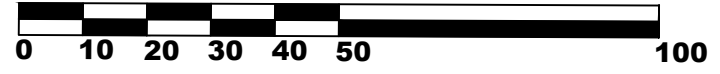
LINE 56
L-1 34' 18"



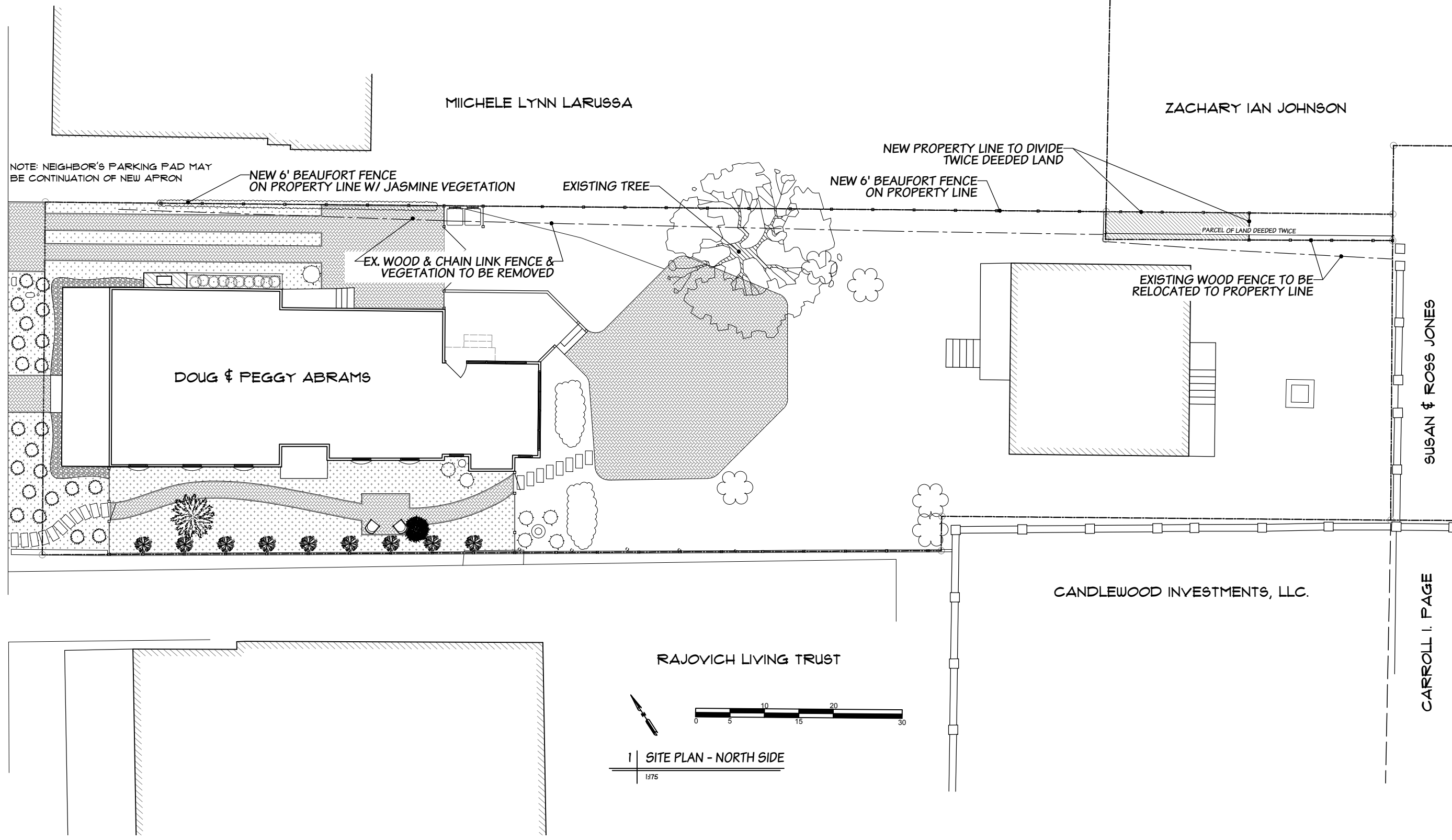
- LEGEND**
- LINES SURVEYED (SUBJECT PROPERTY)
 - LINES NOT SURVEYED
 - RIGHT-OF-WAY
 - EXISTING PIPE
 - EXISTING WATER METER
 - EXISTING WATER METER
 - EXISTING POWER POLE
 - EXISTING OVERHEAD ELECTRICAL LINE
 - EXISTING MAIL SET
 - EXISTING MAG NAIL SET
 - EXISTING MAG NAIL FOUND
 - EXISTING GROUND
 - EXISTING BUILDING SETBACK LINE
 - EXISTING WOOD FENCE
 - EXISTING TREE

NC GRID MONUMENT
 *865 6501 TIDAL 2'
 N= 360.656.93 feet
 E= 2,700.551.83 feet
 Combine Factor= 0.99992123

PRELIMINARY PLAT
 NOT FOR RECORDATION, CONVEYANCES,
 SALES OR CONSTRUCTION



MOORE ST.



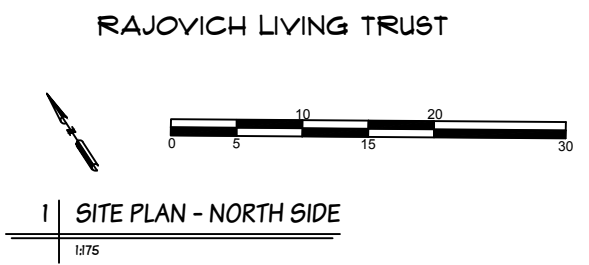
MEG MCLAURIN, AIA
 1905 MCDONALD LN
 RALEIGH, NC 27608
 919.749.3008

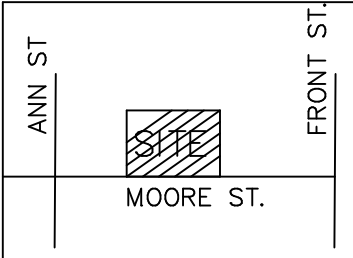
SUSAN & ROSS JONES

CARROLL I. PAGE

LANDSCAPE PLAN:
 DOUG & PEGGY ABRAMS
 112 MOORE ST. BEAUFORT, NC
 SITE PLAN

S3





VICINITY MAP NOT TO SCALE

DEED BOOK: 0633
DEED PAGE: 00349

OWNER: PAGE, GEORGE W ETUX CARROLL
DEED BOOK: 0699
DEED PAGE: 00348

N/F
OWNER: VENTURE EQUITIES INC
DEED BOOK: 1080
DEED PAGE: 5

N/F
OWNER: CANDLEWOOD INV.
DEED BOOK: 1453
DEED PAGE: 117

OWNER: BURKE, ELIZABETH JOHNSON
DEED BOOK: 1511
DEED PAGE: 279

OWNER: BONEY, DANIEL
DEED BOOK: 1458
DEED PAGE: 273

LEGEND

- IPF IRON PIPE FOUND
- N/F NOW OR FORMERLY
- DB DEED BOOK
- MB MAP BOOK
- PG PAGE
- R/W RIGHT OF WAY
- MBL MINIMUM BUILDING LINE
- IRS IRON ROD SET
- CP COMPUTED POINT
- X-X FENCE LINE

TIE TO PK NAIL FOUND AT CENTERLINE
INTERSECTION OF MOORE ST. & ANN ST

TOTAL AREA =
9,693 sq.ft.
By Coordinates

GRAPHIC SCALE

MOORE STREET
50' R/W PUBLIC



(IN FEET)
1 inch = 30 ft.

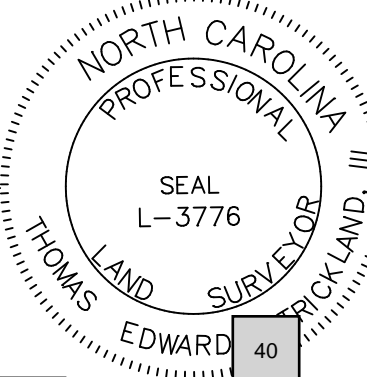
OWNER: PARK, MARGARET D

I, THOMAS EDWARD STRICKLAND III, P.L.S. L-3776 CERTIFY THAT THIS SURVEY IS OF AN EXISTING PARCEL OF LAND.

Thomas Edward Strickland, III 8/16/16
THOMAS EDWARD STRICKLAND, III L-3776

REFERENCE: DEED BOOK: 0633
DEED PAGE: 00349

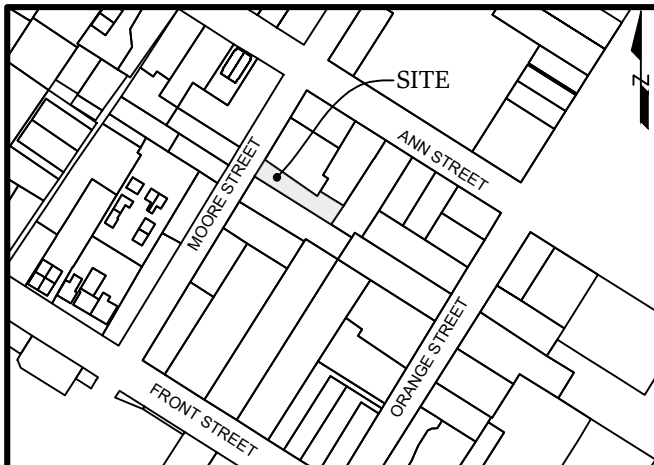
REGISTRATION NUMBER _____
 CERTIFICATE OF SURVEY & ACCURACY:
 I, THOMAS EDWARD STRICKLAND III, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 633 PAGE 349 OR OTHER REFERENCE SOURCE THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED AS DRAWN FROM INFORMATION IN BOOK _____ PAGE _____ OR OTHER REFERENCE SOURCE; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1:10,000+ AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600). THIS _____ DAY OF _____ 8/16/16



BOUNDARY DIVISION FOR
 Johnnie Britt and Brian Brunk
 TOWN OF BEAUFORT
 PORTION OF LOTS 29, 30 & 56
 BEAUFORT TWSP., CARTERET COUNTY, N.C.

STRICKLAND SURVEYING, P.A.	SURVEY 8/14/16
4915 ARENDELL ST, STE J	INV# 4910
PMB 132	DATE: 8/16/16
MOREHEAD CITY, N.C. 28557	SCALE: 1" = 30'
(252) 727-1970 (C-1496)	
THOMAS EDWARD STRICKLAND III P.L.S.	

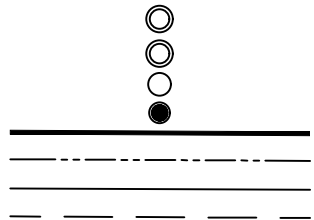
Thomas Edward Strickland, III 8/16/16 L-3776
PROFESSIONAL LAND SURVEYOR REGISTRATION NUMBER



VICINITY MAP (N.T.S.)

LEGEND

- EIR= EXISTING IRON ROD
- EIP= EXISTING IRON PIPE
- CP = COMPUTED POINT
- SIR= SET IRON ROD
- BOUNDARY LINE
- RIGHT-OF-WAY LINE
- SURVEYED LINE
- NON-SURVEYED LINE
(PLATTED BY DEED)



NOTES

1. ALL AREAS CALCULATED BY COORDINATE GEOMETRY. AREA = 5,893.30 FT.² OR 0.1350 ACRES OF LAND.
2. ALL BEARINGS ARE BASED ON N.C. STATE PLANE COORDINATE SYSTEM; NAD 83 (2011). ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES. UNITS: US SURVEY FOOT. RATIO OF PRECISION: 1:54,292.4.
3. THIS PARCEL IS AN EXISTING PARCEL OF LAND. THIS MAP IS NOT FOR RECORDATION.
4. THIS PARCEL IS ZONED R8 PER THE TOWN OF BEAUFORT LAND DEVELOPMENT ORDINANCE. SETBACKS: 25' FRONT, 25' REAR, 8' SIDE. SETBACKS SHOULD BE VERIFIED WITH PLANNING PRIOR TO ANY DEVELOPMENT.
5. THIS PARCEL IS LOCATED IN FLOOD HAZARD AREA DESIGNATION: "AE" WITH A BASE FLOOD ELEVATION OF 6'. AS DETERMINED BY THE NATIONAL FLOOD INSURANCE PROGRAM. FIRM PANEL 3720730600J, DATED 7/16/2003.
6. EXISTING FENCES SHOWN HEREON CAN BE CONSIDERED HISTORICAL POSSESSION LINES. POTENTIAL GAPS AND OVERLAPS DENOTED ARE A LEGAL MATTER AND SHOULD BE RECONCILED WITH THE ASSISTANCE OF AN ATTORNEY.

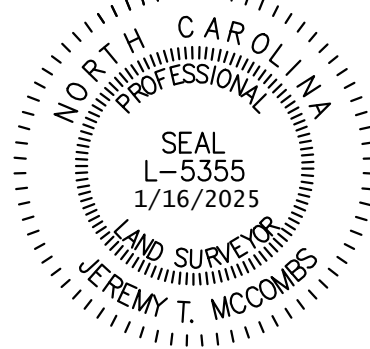
I, JEREMY T. MCCOMBS, CERTIFY THAT THIS MAP WAS COMPLETED UNDER MY DIRECTION AND RESPONSIBLE CHARGE FROM A SURVEY UNDER MY DIRECT SUPERVISION; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN REFERENCES HEREON; THAT THIS MAP MEETS THE REQUIREMENTS OF THE "STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA" (21 NCAC 56.1600).

WITNESS MY ORIGINAL SIGNATURE AND SEAL THIS THE 16TH DAY OF JANUARY, 2025.

DocuSigned by:
Jeremy T. McCombs
E4A11AADB1742E...

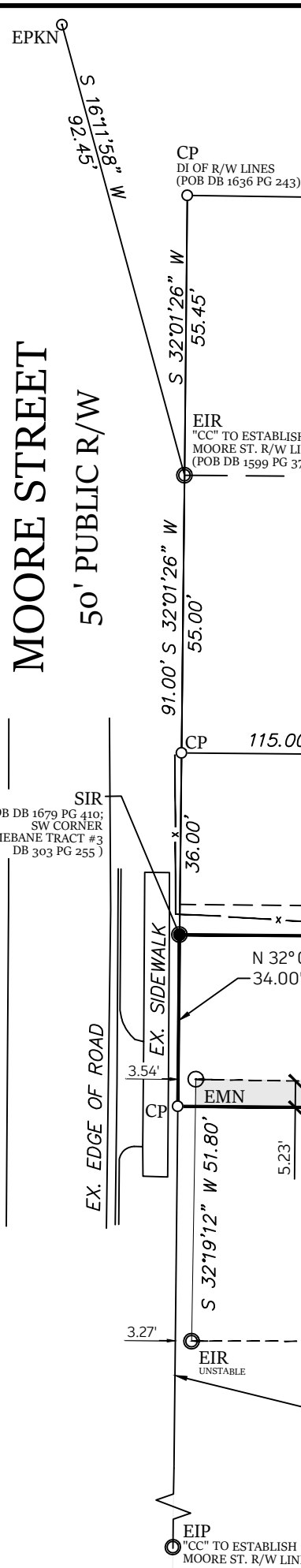
PROFESSIONAL LAND SURVEYOR L- 5355

PROJECT NO.: LSM608-001
DRAWING NO.: SURVEY



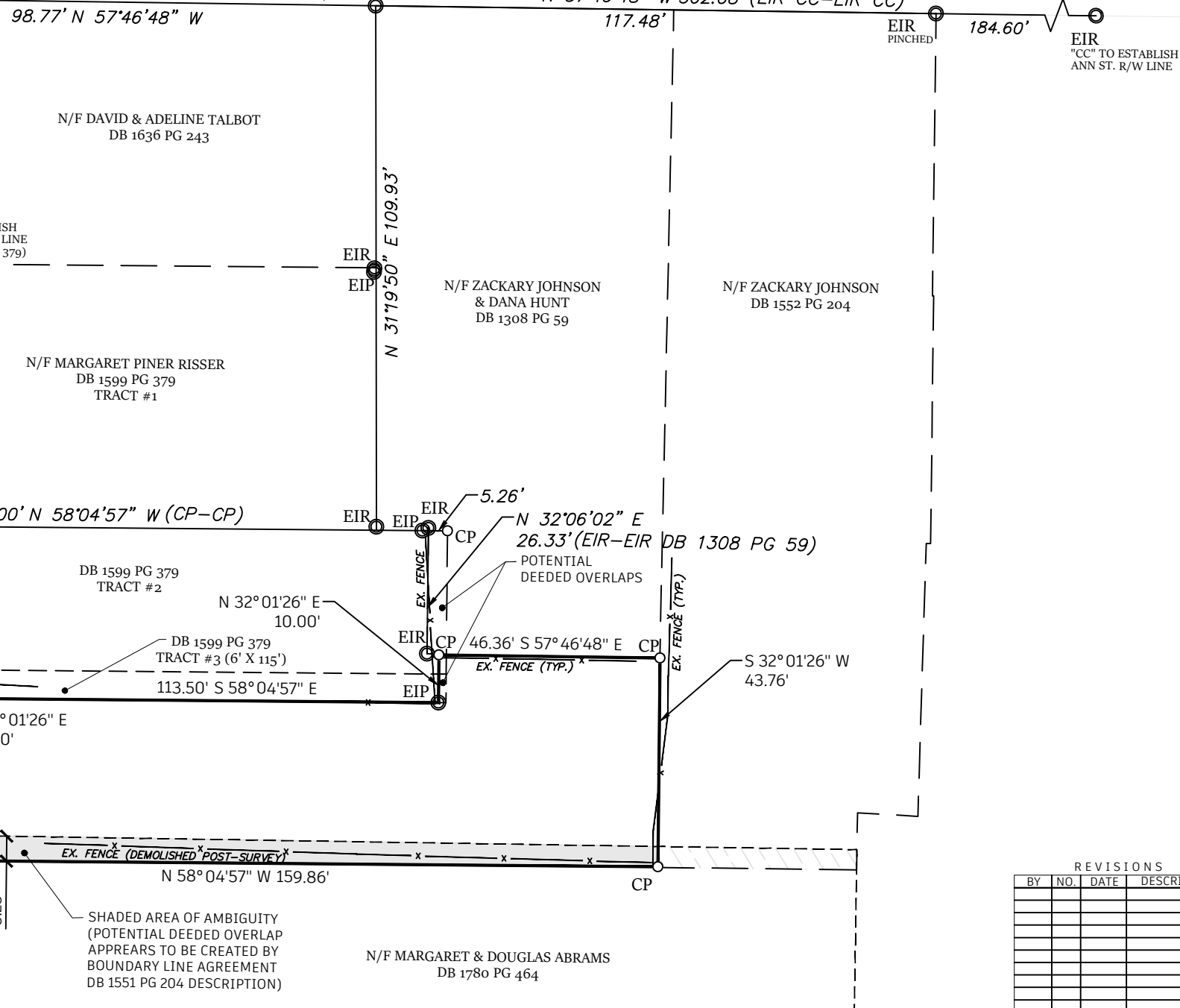
MOORE STREET
50' PUBLIC R/W

SIR (POB DB 1679 PG 410; SW CORNER MEBANE TRACT #3 DB 303 PG 255)
EX. SIDEWALK
EX. EDGE OF ROAD



ANN STREET

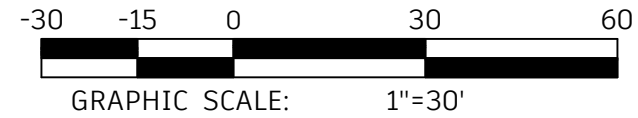
N 57°46'48" W 302.08' (EIR CC-EIR CC)



REVISIONS			
BY	NO.	DATE	DESCRIPTION

BOUNDARY SURVEY FOR:
MICHELLE LARUSSA
PHYSICAL ADDRESS: 114 MOORE STREET, BEAUFORT
TAX PARCELS: 730617007991000, DB 1679 PG 410
REFERENCES: DB 1636 PG 243; DB 1599 PG 319; DB 1679 PG 410; DB 1308 PG 59; DB 1552 PG 204;
DB 1551 PG 118; DB 1780 PG 464; MB 34 PG 954; JAMES IRA PHILLIPS MAP (DATED 9-23-21)
BEAUFORT TOWNSHIP, CARTERET COUNTY, NORTH CAROLINA

OWNER: MICHELE LARUSSA	SURVEYED: AC
ADDRESS: 109 COREY BRIDGE ROW CARY, NC 27513	DRAWN: JTM
PHONE: N/A	APPROVED: JTM
STROUD ENGINEERING, P.A. 422 HIGHWAY 24 MOREHEAD CITY, NC 28557 (252) 247-7479 <small>LICENSE NO. C-0647</small>	DATE: 1/16/25
	SCALE: 1"=30'
	SHEET 1 OF 1





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, February 4, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business

SUBJECT: Case # 25-09 201 Front Street - Replacement of window sashes and storm windows

BRIEF SUMMARY:

Installation of new of window sashes and storm windows.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, AICP
Date: January 24, 2025
Case No. 25-09

Request: Installation of new window sashes & storm windows.

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

Property Information:

Owners: Annette Williamson
Location: 201 Front Street
PIN#: 730617005689000

Project Information: According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 201 Front Street, is not included in the survey.

In **July 2023**, COA's (Case #23-13 & 23-18) were approved to construct a covering over the dock and handrails along the walkway.

In **June 2022**, a COA was issued to extend the existing fence along Moore Street. (Case # 22-34)

In **August 2014**, COA issued to re-roof the main structure and guest house with cedar shake shingles & add a garage addition to the guest house. (Case # 14-30)

Proposed work:

See Attached Application & Narrative

Material:

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.

6.4.3. Use replacement windows and doors that match the existing historic elements as closely as possible. Wood windows should be replaced with wood windows. If replacement windows or doors are required, consider first replacing only the deteriorated element, such as a single sash or door, rather than the entire frame or unit. Any new replacements shall match the original in all dimensions, materials, and detailing as closely as possible.

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

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



<u>OWNER</u>	<u>MAIL ADDRE</u>	<u>MAIL CITY</u>	<u>MAIL STATE</u>	<u>MAIL ZI5</u>
ADAMS JUDITH E	PO BOX 1057	BEAUFORT	NC	28516
POST CHARLOTTE	108 MOORE STREET	BEAUFORT	NC	28516
WILDER WILLIAM N SR ETUX TANIS	PO BOX 888	BEAUFORT	NC	28516
WILLIAMSON ANNETT L TRUSTEE	52 VILLAGE RIDGE ROAD	FORT WORTH	TX	76107

CERTIFICATE OF APPROPRIATENESS APPLICATION FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT



Instructions:

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

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Owens Construction Inc.

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

Business Phone: 252-504-3163 Email/Cell: office@occ-usa.com

Property Owner Name: Annette Williamson

Address of Property: 201 Front Street, Beaufort, NC 28516

Phone Number: _____ Email/Cell: 817-917-6588

PROJECT INFORMATION

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

Replacement of rotten window sashes and deteriorated storm windows on front porch of home. Keep existing window frames in place and all exterior trim as is.

Estimated Cost of Project: \$ 35,000

Year House Built: 1790

John Engelhard
Applicant Signature

18 December 2024
Date

Annette Williamson
Property Owner Signature (if different than above)

18 December 2024
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: _____

Date: _____

47

Reviewed for Completeness: _____

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.

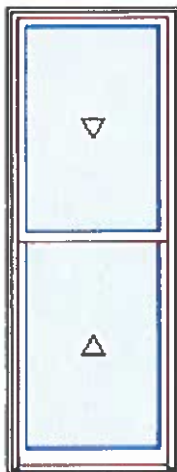
A COA is valid for a period of six (6) months and may be renewed for an additional six months via written request to Town Staff from the applicant (please state all reasons why the extension is needed). If work has not begun or a building permit for the project has not been obtained within the six-month 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.

201 Front Street Materials Used

Marvin Windows with milled horizontal and vertical trim to match existing.

MARVIN 



As Viewed From The Exterior

Pattern not drawn because of comment

RO 33" X 86"

Egress Information

Width: 28 13/32" Height: 37 11/16"

Net Clear Opening: 7.43 SqFt

Performance Information

Product Performance Information is currently unavailable in the OMS for this product and glazing option. To request product performance information not in the OMS, contact your Marvin representative or submit an Assistance Request.

Performance Grade

No Performance Grade Information available.

Stone White Clad Exterior

Primed Pine Interior

Ultimate Double Hung G2

Rough Opening 33" X 86"

Performance: StormPlus IZ3

Glass Add For All Sash/Panels

Top Sash

Stone White Clad Sash Exterior

Primed Pine Sash Interior

IG

StormPlus Tempered Low E3 w/Argon

Black Perimeter and Spacer Bar

5/8" SDL - With Spacer Bar - Black

Rectangular - Special Cut 2W2H

Stone White Clad Ext - Primed Pine Int

Ogee Interior Glazing Profile

Bottom Sash

Stone White Clad Sash Exterior

Primed Pine Sash Interior

IG

StormPlus Tempered Low E3 w/Argon

Black Perimeter and Spacer Bar

5/8" SDL - With Spacer Bar - Black

Rectangular - Special Cut 2W2H

Stone White Clad Ext - Primed Pine Int

Ogee Interior Glazing Profile

#PM 1 1/4 MILLED SDL BAR 1 1/8 PROFILE EXT / W5803 INT

#1 1/4 SDL VERTICAL BAR ONLY TOP AND BOTTOM SASH

White Interior Weather Strip Package

White Exterior Weather Strip Package

Brass Non-Tilt Sash Lock

Brass Top Sash Strike Plate Assembly Color

Extruded Aluminum Screen

Stone White Surround

Bright View Mesh

***Screen/Combo Ship Loose

6 11/16" Jamb

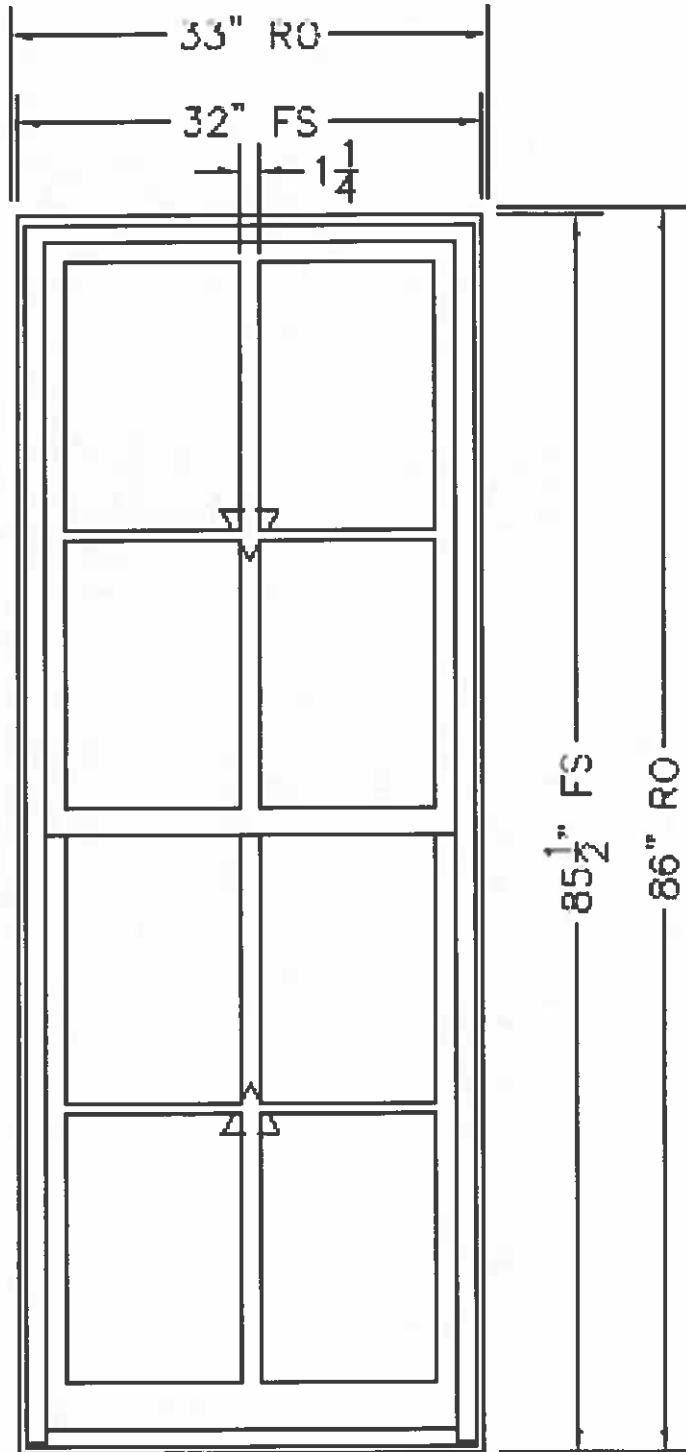
**Jamb Extension Ship Loose

AL Nailing Fin

Non system generated Pricing

***Note: Reference the installation instructions for StormPlus certification requirements.

***Note: Availability and Price is Subject to Change



01



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

201 Front Street Adjacent Property Owners

207 Front St., Beaufort NC 28516

Owner: William Wilder

127 Front St. Beaufort, NC 28516

Owner: Judith Adams

108 Moore St., Beaufort, NC 28516

Owner: Charlotte Post



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, February 4, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case # 25-10 119 Orange Street - Concrete Driveway with Brick Edging

BRIEF SUMMARY:
The owner wishes to install a concrete driveway with brick edging at 119 Orange Street

REQUESTED ACTION:
Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:
10 Minutes

SUBMITTED BY:
Kyle Garner

BUDGET AMENDMENT REQUIRED:
N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, AICP
Date: January 28, 2025
Case No. 25-10

Request: Install concrete driveway with brick edging
Applicant: Owens Construction
 828 West Beaufort Road
 Beaufort, NC 28516

Property Information:

Owners: Robert Marshall
Location: 119 Orange Street
PIN#: 730617009881000

Project Information: According to The Beaufort National Register Historic District comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 119 Orange Street, circa 1905. **Carl Alfred Halsell House.** 2-Story, gable and wing Queen Anne house with 2-story cut-away bracketed bay window with pedimented cross gable. Plain siding, diamond shingles in gable ends, louvered Palladian gable window, 1/1 sash with molded caps, and 1-story porch with turned posts, railing, and spindle frieze. Now a duplex. Built between 1904 and 1908. (SM).

December 2020, a COA was approved for an accessory building in the rear yard. (COA 20-25)

September 2020, a COA was approved for a Beaufort Style fence. (COA 20-19)

January 2009 a COA was approved for a Historic Plaque. (COA 1-15)

Proposed work:

See Attached Application & Narrative

Material:

Off-street Parking Guidelines

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



OWNER	MAIL_ADDRE	MAIL_CITY	MAIL_STATE	MAIL_ZI5
BLAND CHARLES EVERETT	609 ANN ST	BEAUFORT	NC	28516
CARTER JOHN M ETUX EMILY D	607 ANN STREET	BEAUFORT	NC	28516
MATTHEWS ANN W ETVIR DEXTER R	606 ANN ST	BEAUFORT	NC	28516
MCCUNE FREDRICK J ETUX JOYCE	608 ANN ST	BEAUFORT	NC	28516
PRITCHETT L/T BESSIE SPELL	208 QUEEN ST	BEAUFORT	NC	28516
WALDROP JOSEPH MICHAEL	603 ANN 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: Owens Construction, Inc.

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

Business Phone: 252-504-3163 Email/Cell: office@occ-usa.com

Property Owner Name: Robert Marshall

Address of Property: 119 Orange St., Beaufort, NC 28516

Phone Number: 919-260-4363 Email/Cell: robertmarshallmd@gmail.com

PROJECT INFORMATION

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

Estimated Cost of Project: \$ 15,500

Year House Built: 1905

John Engelhard
Applicant Signature

18 December 2024
Date

Robert Marshall
Property Owner Signature (if different than above)

18 December 2024
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: _____

Date: _____

57

Reviewed for Completeness: _____

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.

CERTIFICATE OF APPROPRIATENESS (COA) MINOR WORKS APPLICATION FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT



Instructions:

Please complete the application below and return to 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. If there are questions, please contact Town Hall at 252-728-2142. This application should be submitted prior to a building permit application submission and/or before work begins. **There are no fees with this submission.**

APPLICANT/OWNER INFORMATION

Please print!

If the owner and the applicant are the same, only one set of information below has to be filled out.

Applicant Name: Owens Construction, Inc.

Applicant Address: 828 West Beaufort Rd, Beaufort NC 28516

Business Phone: 252-504-3163 Cell #: _____

Email: office@occ-usa.com

Property Owner Name: Robert Marshall

Address of Property: 119 Orange St

Phone Number: _____ Cell #: 919-260-4363

Email: robertmarshallmd@gmail.com

Submission requirement checklist:

- Photos of the streetscape, photos of the site, and photos of the existing building(s) impacted.
- Detailed site plan showing dimensions of both existing and proposed conditions.
- Spec sheet(s) of all building materials (siding, roofing, windows, doors, etc.).
- Identify all trees to be replaced and/or removed.
- Detailed landscaping plan specifying all new and or removed planting materials.

PROJECT INFORMATION

Detailed description of the Proposed Project including scope of work and detailed materials list (please attach additional pages if necessary):

We are planning to pour a concrete driveway from the existing sidewalk up to the gate in the attached photo (approx. 15 feet wide and 50 feet long). The concrete drive will have the edges outlined in savannah brick (brick selection attached). This is similar in look to the home at 127 Front St. driveway can be seen on Moore St. (photo attached).

Estimated Cost of Project: 16,000

Year Structure Built: 1905

John Engelhard
Applicant Signature

3 December 2024
Date

Robert Marshall
Property Owner Signature (if different than above)

3 December 2024
Date

This project is eligible for consideration as a **Minor Works**. The application should include all documents, photographs, and detailed drawings or sketches as necessary to fully explain the project. **There are no fees with this submission.**
The Town reserves the right to deny this project as a Minor Works based on the scope of work and the information submitted.

OFFICE USE ONLY

Received by: _____

Date: _____







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

119 Orange Street Adjacent Property Owners

117 Orange St., Beaufort NC 28516
Owner: Susan Jones



121 Orange St., Beaufort, NC 28516
Owner: Elaine Glover

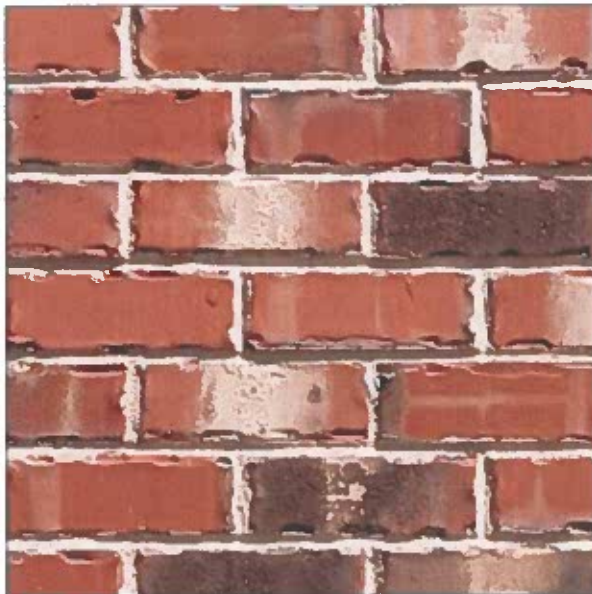




828 West Beaufort Road
Beaufort, NC 28516
P/F 252.504.3163
www.occ-usa.com

119 Orange Street Material to be used

SAVANNAH



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

A piece of the past.

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

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

BRICK SPECIFICATIONS

BRICK SIZE	DIMENSIONS INCHES (H x W x L)	NUMBER OF BRICK PER CUBE	APPROX DRY WEIGHT (each)	APPROX # PER SQ. FT.
FACE BRICK				
MODULAR	2 1/4 x 3 9/16 x 7 5/8	510	3.8 lbs	7
ENGINEER	2 3/4 x 3 9/16 x 7 5/8	410	4.7 lbs.	5.75

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



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, February 4, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Case # 25-13 110 Middle Lane - Fence
BRIEF SUMMARY:

The owner wishes to install new wooden fence around property.

REQUESTED ACTION:
Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:
10 Minutes

SUBMITTED BY:
Kyle Garner

BUDGET AMENDMENT REQUIRED:
N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, AICP
Date: January 24, 2025
Case No. 25-13

Request: Install Wooden Fence
Applicant: The Periwinkle/ Kris & Beckie Davis
 406 Live Oak Street
 Beaufort, NC 28516

Property Information:
Owners: You Can Fly, LLC
Location: 110 Middle Lane
PIN#: 730617104182000

Project Information: According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 110 Middle Lane is not in survey

April 2014, COA CASE # 14-11 Sign on existing post

April 2009, COA CASE# 04-02 Sign on building

Proposed work:
 See Attached Application & Narrative

Material:

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.

Case # 25-13 110 Middle Lane - Fence

Legend

- NCHPOpoints
- Tax_Parcel_Data



<u>OWNER</u>	<u>MAIL_ADDRE</u>	<u>MAIL_CITY</u>	<u>MAIL_STATE</u>	<u>MAIL_ZIP</u>
GENE LEWIS PROPERTIES LLC	168 CANDLEWOOD ROAD	ROCKY MOUNT	NC	27804
OLD TOWN BEAUFORT LLC	131 MIDDLE LANE	BEAUFORT	NC	28516
PARSONS FRANCES POTTER ET VIR	440 RICE FIELD COVE	MT PLEASANT	SC	29464
RISSER MARGARET PINER	118 MOORE STREET	BEAUFORT	NC	28516
YOU CAN FLY LLC C/O KITTY HAWK KITES	PO BOX 1839	NAGS HEAD	NC	27959

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: The Periwinkle / Kris & Beckie Davis

Applicant Address: 406 Live Oak St. Beaufort, NC 28516

Business Phone: 252-675-1065 Email/Cell: theperiwinklenc@gmail.com

Property Owner Name: You Can Fly, LLC / John Harris

Address of Property: 110 Middle Lane Beaufort, NC 28516

Phone Number: 252-202-1903 Email/Cell: ucanfly@kittyhawk.com

PROJECT INFORMATION

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

A wooden fence with built-in bench seating.

Estimated Cost of Project: \$ 1,200

Year House Built: _____

Applicant Signature _____

Date _____

Handwritten signature: You Can Fly LLC

Handwritten date: 1/3/25

Property Owner Signature (if different than above) _____

Date _____

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

OFFICE USE ONLY

Received by: _____

Reviewed for Completeness: _____

Date: _____

Deemed Completed and Accepted: _____

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

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

1. Items required for ALL projects:

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

2. Items required as applicable to project:

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

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

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

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

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

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

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















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, February 4, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business
SUBJECT: Historic Standards Review & Discussion

BRIEF SUMMARY:

At the conclusion of the regular business items each month the Commission will go through the “Draft” Standards, page by page, until the Commission is satisfied with the revisions. We encourage you to attend so that your comments are included in the final revisions.

REQUESTED ACTION:

Participation in Draft Standards Discussion

EXPECTED LENGTH OF PRESENTATION:

A time limit will be placed on this item until 8:00 PM at each meeting.

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A