



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, April 01, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Minutes Approval

- [1.](#) HPC Draft Minutes 031125

Administration of Oaths

Items of Consent

- [1.](#) Approval of the Orders for 201 Front Street, 119 Orange Street & 110 Middle Lane – Certificate of Appropriateness

Old Business

- [1.](#) Case # 25-14 215 Turner Street - New Dwelling

New Business

- [1.](#) Case # 25-15 118 Moore St - Demo Back Porch and Replace Porch
- [2.](#) Case # 25-16 116 Queen Street - Porch Modification
- [3.](#) Case # 25-17 209 Moore St - New Windows

Commission / Board Comments

Staff Comments

Adjourn



Town of Beaufort, NC
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252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Historic Preservation Regular Meeting
6:00 PM Tuesday, March 11, 2025 - Train Depot, 614 Broad Street, Beaufort, NC 28516
Minutes

Call to Order

Chair McCune called the March 11th, 2025 Beaufort Historic Preservation Commission regular meeting to order at 6:00 p.m.

Roll Call

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

Members Absent: Bradley Hedrick, Vice-Chair

A quorum was declared with four members present.

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

Agenda Approval

Chair McCune stated that the applicant for Case #24-05 112 Moore St under Old Business had withdrawn their application and requested that it be removed from the agenda.

Member Cummins made the motion to approve the amended Agenda with Case #24-05 removed and Member Sabiston made the second. Chair McCune took a vote that was unanimously approved.

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

Minutes Approval

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

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

Administration of Oaths

Secretary Anderson then administered the Oath to Kyle Garner.

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 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

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

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

New Business

All agenda items were postponed from February's meeting due to lack of a quorum.

1. Case #25-09; 201 Front Street – Replacement of Window Sashes and Storm Windows

Chair McCune introduced Case #25-09 and asked for the Staff Report.

The Secretary administered the Oath to Tom Owens and John Engelhard of Owens Construction.

Mr. Garner stated this request is to replace rotten window sashes and this is an after-the-fact application.

Chair McCune then asked the applicant if they had anything to add and Mr. Engelhard stated that they had saved the existing frames and the new trim would match the original.

Chair McCune asked if the windows to be replaced were original to the house and the applicants stated that they were not.

Chair McCune asked if there were any parties with standing or if anyone present would like to testify as a witness.

Chair McCune asked for a motion for a Finding of Fact for Case #25-09. Member Sabiston made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-09, 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: Windows and Door Guidelines 6.4.1, 6.4.3, 6.4.7, 6.4.10.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-09.

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 #25-09 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 #25-09 closed and notified the applicants that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

2. Case #25-10; 119 Orange Street – Concrete Driveway with Brick Edging

Chair McCune introduced Case #25-10 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 concrete driveway with brick edging using Savannah brick which has been used extensively in the historic district.

The applicant, Mr. Owens, stated the driveway would go to the gate and the brick sample was in the agenda packet.

Chair McCune asked if there were any parties with standing or witnesses, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-10. Member Sabiston made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-10, 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, Bradley Cummins, Marissa Morris, Jessica Sabiston

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-10.

Member Cummins made a motion to approve the Certificate of Appropriateness based on the following: Based upon the foregoing Findings of Fact, I move that the Commission conclude that the proposed project is not incongruous with the special character of the historic district as a whole and that a Certificate of Appropriateness for Case #25-10 be issued for the proposed work.

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

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

Chair McCune then declared Case #25-10 closed and notified Mr. Owens that the Minutes and Findings of Fact would be adopted at the next meeting and the COA would then be issued.

3. Case #25-13; 110 Middle Lane – Fence, Signage & Awning

Chair McCune introduced Case #25-13 and asked if anyone on the Commission needed to recuse themselves. Hearing none she asked for the Staff Report.

Secretary Anderson administered the Oath to the applicant, Kris Davis.

Mr. Garner stated that the request was to install a new wooden fence around the property, new signage, and sailcloth. He noted that the renderings provided by the applicant in the agenda packet are not to scale but are for reference only.

Mr. Kris Davis, co-owner of The Periwinkle, stated that the fence design followed from the desire to reuse existing fence materials from their old location.

Member Cummins requested clarification of the fence height and Mr. Davis stated it would be a maximum height of 48" across the front and down the side about ten feet and then stepping up to 6' at the back of the fence. The fence will be pressure treated wood left natural and not painted.

There was discussion regarding the sailcloth and posts and Mr. Davis requested to table the sailcloth portion of the application until a better design and placement was decided.

Chair McCune asked if there were any parties with standing or witnesses, and hearing none and no further questions, asked for a motion for a Finding of Fact for Case #25-13. Member Morris made the following motion: Having reviewed the record and having considered all evidence submitted and oral testimony for Case #25-13, 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: Fences and Walls Guidelines 8.2.2, 8.2.3; Signage Guidelines 8.6.1, 8.6.2, 8.6.5, 8.6.7; Historic Store Front Guidelines 6.9.5 with the exception of the portion of the application regarding the sun shade sailcloth, and with the condition that the fence height be limited to 4 feet on the front and side, increasing to 6 feet at a point 10 feet behind the front corner of the porch.

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

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

Chair McCune then asked for a motion for a Certificate of Appropriateness for Case #25-13.

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 #25-13 be issued for the proposed work with the exception of the portion of the application regarding the sun shade sailcloth.

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

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

Mr. Garner stated that if Mr. Davis brings the portion of the application regarding the sails back within 12 months there will be no further application fee.

Chair McCune then declared Case #25-13 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.

4. Case #25-14; 215 Turner Street – New Dwelling

Chair McCune introduced Case #25-14 and asked if any Commissioners needed to recuse themselves; hearing none she asked for the Staff Report.

Secretary Anderson administered the Oath to the homeowner, John Griffin, and neighboring homeowners Jonathan Haas and Isaac Adams.

Mr. Garner stated that the request is a resubmittal of a previously approved COA for a single family home at 215 Turner Street. The original COA was previously approved in June 2023 and expired, however the driveway was not included in the original approval and will be brought to the Commission when the homeowner decides on the design. Mr. Garner stated there were no changes to the plans from the original submittal.

The Commission discussed whether the windows were all casement style and not double hung with no shutters, and height and scale of the new structure.

Chair McCune asked if there were any parties with standing.

Jonathan Haas, 217 Turner Sr, discussed the potential water runoff from the new build at 215 Turner St. The Commission discussed Mr. Haas's standing and informed him that stormwater runoff does not come under the HPC's purview.

Isaac Adams, 211 Turner St, complained that the light and shadows from the light of the new home as it is around ten feet higher than his house, and also expressed concern about a tree on the applicant's property.

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

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

Chair McCune notified Mr. Adams that he could speak as a witness. He expressed concern about the lot coverage and scale of the property of the proposed structure compared to the nearby existing structures.

Secretary Anderson administered the Oath to Jeff Larson, 303 Turner Street.

Mr. Larson spoke as a witness only and discussed the casement windows and general aesthetics of the proposed house.

The Commission discussed the height and scale of the proposed house, the streetscape and the cohesion with existing properties, the tree along the fenceline of the property, and the lot coverage including the accessory building. Mr. Griffin expressed his confusion regarding the concerns of the Commission and they asked him to specifically look at the size and scale of the proposed house and also how it would fit in with the surrounding streetscape.

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

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

Chair McCune for a motion to table Case #25-14 until the next regular meeting. Member Sabiston made the motion and Member Morris made the second. Chair McCune took a vote that was approved.

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

Chair McCune then declared Case #25-14 tabled until the April 2025 meeting.

Commission / Board Comments

The Commission discussed temporary versus permanent structures. Chair McCune discussed the possibility of creating a subcommittee to work on updating the Standards, which would then bring their recommendations to the Commission for approval. Member Cummins suggested also adding a second meeting to the month to work on completing the Standards.

Staff Comments

Mr. Garner notified the Commission of upcoming School of Government training. Regarding 400 Front St, Mr. Garner introduced Brad Fockler again, Code Enforcement Officer, who will investigate any issues. Mr. Fockler informed the Commission that the plastic lattice on the porch at 400 Front St is temporary until the railing is fixed and then the existing wire will be reinstalled.

There will also be repairs and screening installed around the sewer lift station located near 400 Front St in the near future.

Town Attorney Jill Quattlebaum discussed the Open Meetings Law regulating if there is a quorum discussing business the meeting must be announced, and she explained ex parte communication whereby there should be no discussion regarding current or upcoming agenda items among Commission members or with the public.

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, Bradley Cummins, Marissa Morris, Jessica Sabiston

Chair McCune declared the March 11th, 2025 meeting adjourned at 8:10 p.m.

Chair, Joyce McCune

Board Secretary, Laurel Anderson



Town of Beaufort, NC

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**Town of Beaufort Historic Preservation Commission
6:00 P.M. April 1, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: Consent
SUBJECT: Approval of the Orders for 201 Front Street, 119 Orange Street & 110 Middle Lane – 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



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April 1, 2025

Owens Construction
828 West Beaufort Road
Beaufort, NC 28516

RE: Case # 25-09 201 Front Street – Replacement of Window Sashes and Storm Windows

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: Annette Williamson

Mayor Sharon Harker
Commissioner Melvin Cooper • Commissioner Paula Gillikin
Commissioner John LoPiccolo • Commissioner Lucky Oliver • Commissioner Sarah Spiegler
Interim Town Manager 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 March 11, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **OWENS CONSTRUCTION** for **CASE # 25-09 201 FRONT STREET – REPLACEMENT OF WINDOW SASHES AND STORM WINDOWS** and having heard all of the evidence, testimony, and arguments presented during the evidentiary hearing on this item and having the material(s) submitted to the HPC from the applicant, makes the following CONCLUSION:

Based upon the testimony, evidence, and record before the HPC on March 11, 2025, we find that the application submitted meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

Window and Door Guidelines

6.4.1. 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.

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 # 25-09 201 FRONT STREET – REPLACEMENT OF WINDOW SASHES AND STORM WINDOWS**.

This the 1st day of April, 2025.

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



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April 1, 2025

Owens Construction
828 West Beaufort Road
Beaufort, NC 28516

RE: Case # 25-10 119 Orange Street – Concrete Driveway with Brick Edging

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: Robert Marshall

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 March 11, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **OWENS CONSTRUCTION** for **CASE # 25-10 119 ORANGE STREET – CONCRETE DRIVEWAY WITH BRICK EDGING** 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 March 11, 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 # 25-10 119 ORANGE STREET – CONCRETE DRIVEWAY WITH BRICK EDGING**.

This the 1st day of April, 2025.

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



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April 1, 2025

The Periwinkle/Kris & Beckie Davis
406 Live Oak Street
Beaufort, NC 28516

RE: Case # 25-13 110 Middle Lane –Fencing

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: You Can Fly, LLC

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 March 11, 2025 to consider a Certificate of Appropriateness (“COA”) application submitted by **THE PERIWINKLE/KRIS & BECKIE DAVIS** for **CASE # 25-13 110 MIDDLE LANE – FENCING** 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 March 11, 2025, we find that the application submitted (excluding the proposed sun shade sails) meets the following design standards under the Design Guidelines for the Beaufort Historic District & Landmarks [revised 2008]:

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.

Signage Guidelines

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

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

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

8.6.7. Freestanding signs must be low-mounted and must not obscure pedestrian views. No more than one (1) freestanding sign shall be allowed per street frontage. Freestanding pole supports should be simple and unobtrusive in design.

Historic Storefront Guidelines

6.9.5. The preferred material for awnings is fabric although wood or metal awnings may be allowed on a case-by-case basis if there is a clear historic precedent. New awnings should be compatible with the building in size, scale, form and color.

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 # 25-13 110 MIDDLE LANE – FENCING**, with the exception of the portion of the application regarding the proposed sun shade sails, and with the condition that the fence height be limited to 4 feet on the front and side, increasing to 6 feet at a point 10 feet behind the front corner of the porch.

This the 1st day of April, 2025.

Joyce McCune, Chair
Beaufort Historic Preservation Commission

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



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**Town of Beaufort Historic Preservation Commission Regular Meeting
6:00 PM Tuesday, April 1, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: Old Business
SUBJECT: Case # 25-14 215 Turner Street - New Dwelling

BRIEF SUMMARY:

The applicant wishes to construct a dwelling on a vacant parcel at 215 Turner Street. This project was previously approved in June 2023, however the COA expired and now the property owner is requesting re-approval of the COA for a Single-Family dwelling.

At the March 11, 2025, meeting the Commission tabled the request and asked the applicant for additional information to be presented in April. To date the applicant has not submitted any new information to staff, however, may present new information/evidence during the hearing.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, Planning Director
Date: February 21, 2025
Case No. 25-14

Request: New Single-Family Residential Home.

Applicant: John & Anna Griffin
 10217 Lobley Ridge Road
 Raleigh, NC 27613

Property Information:

Owners: Same as Applicant
Location: 215 Turner Street
PIN#: 730617117012000

Project Information:

In January of 2019, the Historic Commission approved a COA for the demolition of the structure at 215 Turner Street. The property has remained vacant/undeveloped.

In June of 2023 a COA was issued for the construction of a Single-Family home however the COA expired and now the property owner is requesting re-approval of the COA for a Single-Family dwelling.

Proposed work:

- See Attachment from Applicant

Material:

- See Information from Applicant.

Color:

See Attached Description from Applicant.

Attachments:

- Vicinity Map
- List of adjacent property owners used for mailing notifications.
- COA application and supporting materials supplied by applicant.

New Construction Guidelines

Building Placement

7.1.1 Maintain a similar front, side, and rear yard setback to other contributing historic buildings on the block and/or side of the street.

7.1.2 Maintain the pattern of building, separation and lot coverage that is found on the block and/or side of the street.

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

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

Building Height/Scale

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

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

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

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

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

Materials

7.3.1 Keep the siding and trim material of the proposed building consistent with materials traditionally used on the immediate block and in the historic district. Wood siding, wood shingles, and brick, were common sheathing materials and should be used.

7.3.2. The use of substitute products such as vinyl, aluminum, and pressed board siding and other modern day products marketed to imitate traditional building materials are not allowed. Smooth fiber cement siding may be used on a case by case basis. Use of fiber-cement lap siding may be approved for use on new structures. In all circumstances every effort shall be made to ensure that new structures and the application of modern day products achieve compatibility with existing historic buildings that define the character of the Beaufort Historic District.

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

Details

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

7.4.2 Provide a date brick or other exterior date identification marker on all new construction to assist future generations in the dating of buildings.

Texture and Color

7.5.1 Create in new construction a similar degree of texture that is found in contributing buildings in the historic district. Texture is the relief on a building surface that is achieved through use and interaction of a variety of building materials and shapes. Materials such as weatherboard siding, decorative fish-scale shingles and bead-board porch ceilings are examples of wooden architectural elements that have different physical and visual qualities and contribute to the texture of a building surface.

Form and Rhythm

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

7.6.2 Maintain consistency with style of buildings and contributing structures found on the block a/or side of street. Roof forms commonly found in the historic district include gable varieties with an average pitch of 7/12 or greater and hipped roofs in the residential areas and flat roofed buildings in the late 19th and early 20th century commercial downtown.

7.6.3 Maintain similar percentages and patterns of window and door openings consistent with the style of buildings. Openings which vary considerably from the established patterns found on the block in which the new construction is placed will tend to have a disruptive effect on the desired harmony of the streetscape.

Landscaping

7.7.1 Retain and protect mature trees during construction

Off-street Parking Guidelines

8.5.1 Locate new parking lots and driveways in the historic district as unobtrusively as possible. Parking lots consisting of large expanses of concrete or asphalt with little planting or other screening are not appropriate.

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

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

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

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

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

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.

8.3.6. Install utilities underground whenever possible.

Exterior Lighting Guidelines

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

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

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

Landscaping Guidelines

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

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

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

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

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

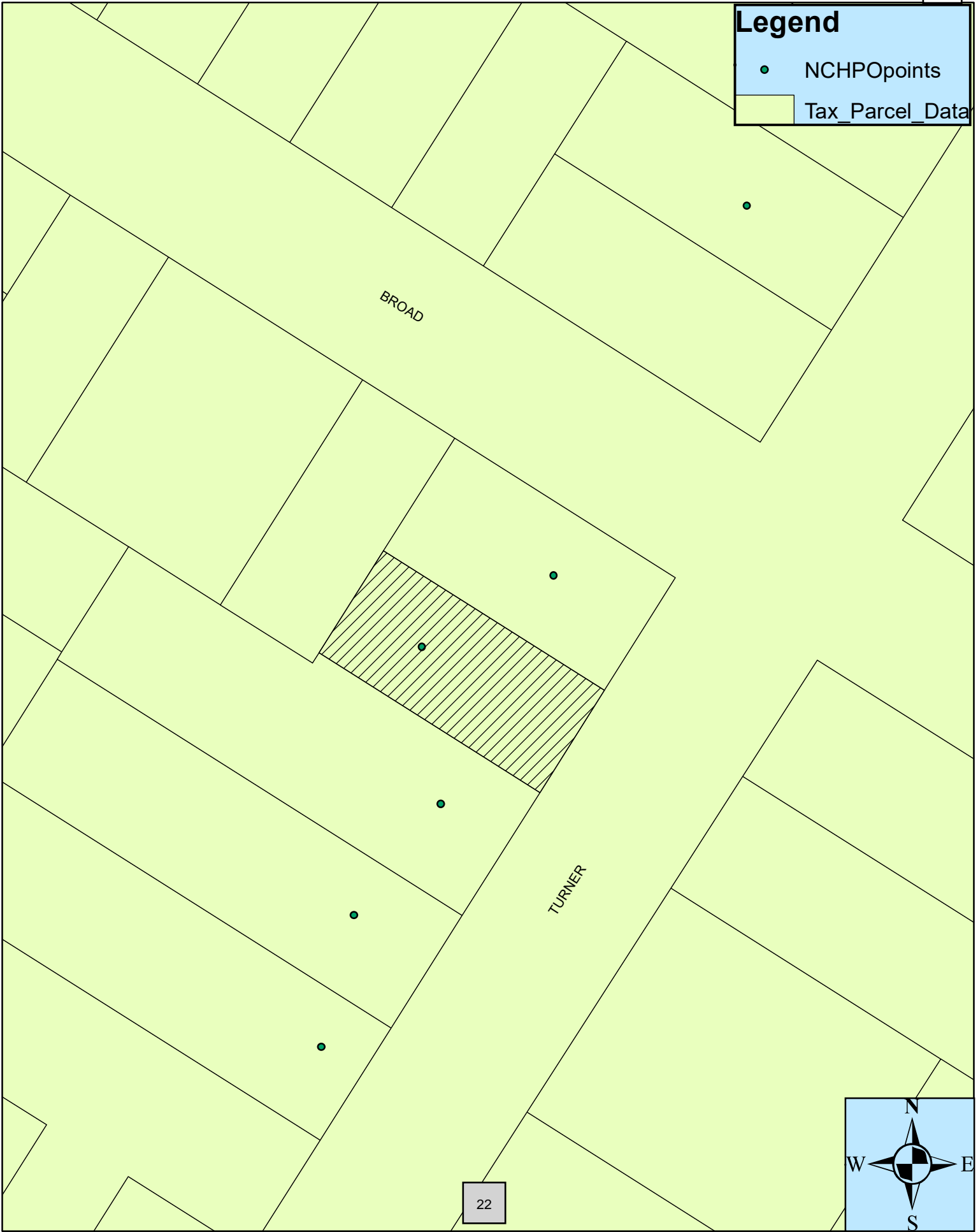
8.1.13. New tool sheds, swimming pools and other modern yard features should be located in areas not seen from public view.

Case # 25-14 215 Turner Street - New Dwelling

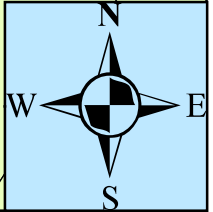
1.

Legend

- NCHPOpoints
- Tax_Parcel_Data



22



OWNER

ADAMS ISAAC
CONCORDIA LODGE 11
COUNTY OF CARTERET
GRIFFIN JOHN ETUX ANNA
HAAS JONATHAN R ETAL BELL KIMB
KRALICK SHARON ETVIR CHARLES

FullMailin

1315 22ND ST NW WASHINGTON DC 20037
TURNER ST BEAUFORT, NC 28516
302 COURT HOUSE SQ SUITE 200 BEAUFORT, NC 28516
10217 LOBLEY HILL LANE RALEIGH, NC 27613
217 TURNER STREET BEAUFORT, NC 28516
5770 HARVEST RIDGE ROAD BATTLEBORO, NC 27809

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: John Griffin

Applicant Address: 215 TURNER STREET BEUFORT NC 2851

Business Phone: 919-345-4153 Email/Cell: john@thegriffinrealtygroup.net

Property Owner Name: John Griffin

Address of Property: 215 TURNER STREET BEUFORT NC 2851

Phone Number: 919-345-4153 Email/Cell: john@thegriffinrealtygroup.net

PROJECT INFORMATION

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

Estimated Cost of Project: \$ 800,000

Year House Built: TBD/2025

John Griffin
Applicant Signature

2/7/2025
Date

Property Owner Signature (if different than above)

Date

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

OFFICE USE ONLY

Received by: _____

Reviewed for Completeness: _____

Date: _____

24 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 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 **\$50.00 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. Please contact Town Hall at 252-728-2142 if there are any questions.

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: JOHN GRIFFIN

Applicant Address: 215 TURNER STREET BEAUFORT NC 28516

Business Phone: 919-34504153 Email/Cell: 919-345-4153

Property Owner Name: JOHN GRIFFIN

Address of Property: 215 TURNER STREET BEAUFORT NC 28516

Phone Number: 919-345-4153 Email/Cell: 919-345-4153

PROJECT INFORMATION

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

New home to be constructed at 215 Turner Street.

Estimated Cost of Project: \$ 800,000

Year House Built: TBD


Applicant Signature

5/16/23
Date

Property Owner Signature (if different than above)

Date

An application fee of \$50.00, 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

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Date: _____

Date Deemed Completed and Accepted: _____

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

Adjacent Property Owners

Jonathon and Kimberly Haas
217 Turner Street
Beaufort, NC 28516
(home to the right)

Isaac and Laura Adams
211 Turner Street
Beaufort, NC 28516
(home to the left)

Charles and Sharon Kralick
312 Broad Street
Beaufort, NC 28516
(home to the rear of lot)

Concordia Lodge
212 Turner Street
Beaufort, NC 28516
(across the street)

Carteret County (One Harbor Church)
214 Turner Street
Beaufort, NC 28561
(across the street on corner)

402 BROAD CARTERET COUNTY



217 TURNER JONATHON HAAS INN ON TURNER B&B (next to right of 215 TURNER)



207 TURNER BRIAN & SHELLY BRANNAN



209 TURNER STREET ROBERT WILSON



211 TURNER STREET (next to 215 TURNER STREET left side) ISSAC & LAURA ROBBINS

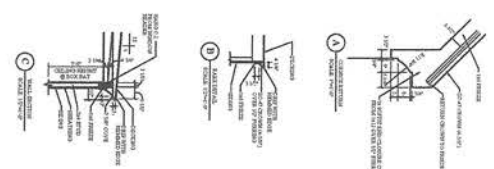
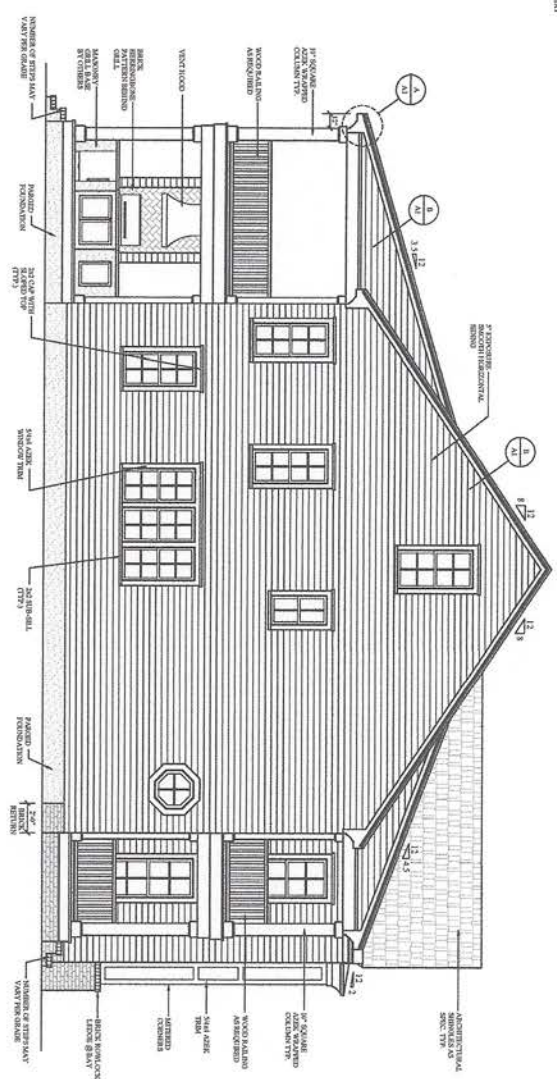
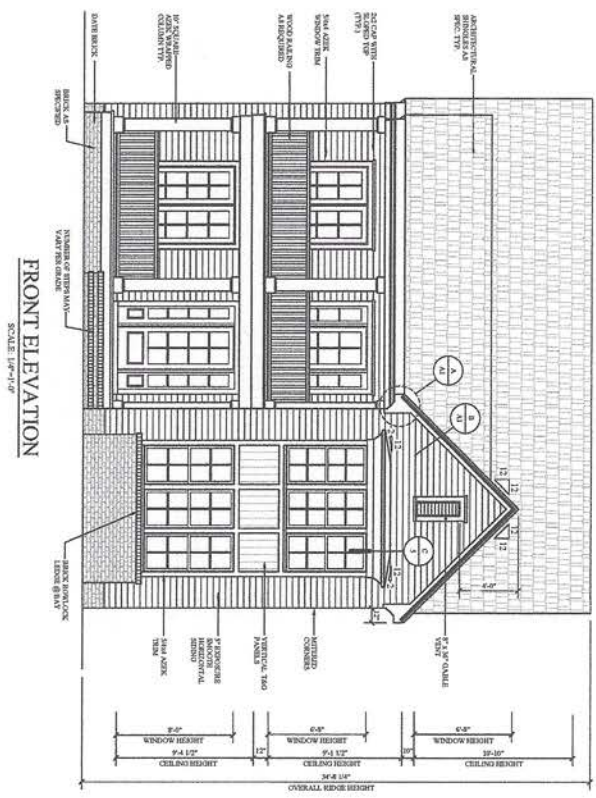


210 TURNER STREET CARTERET COUNTY (across street from 215 TURNER STREET)

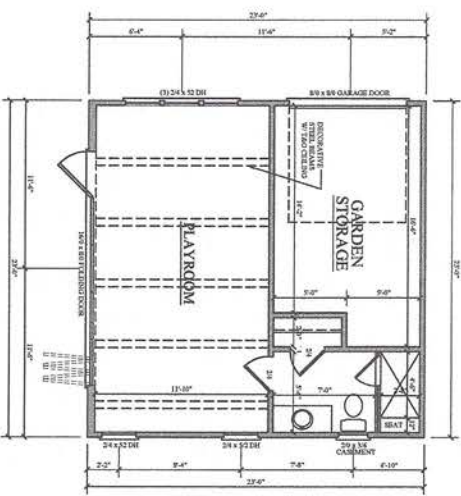
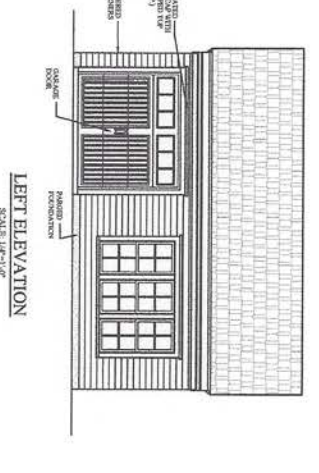
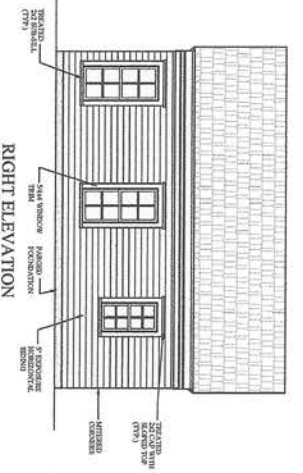
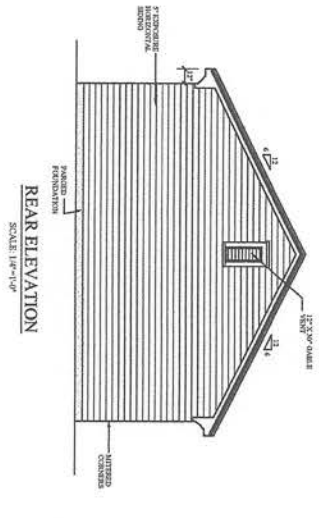
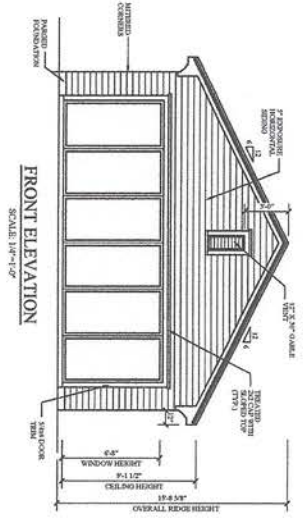


212 TURNER STREET CONCORDIA(across street from 215 TURNER STREET)



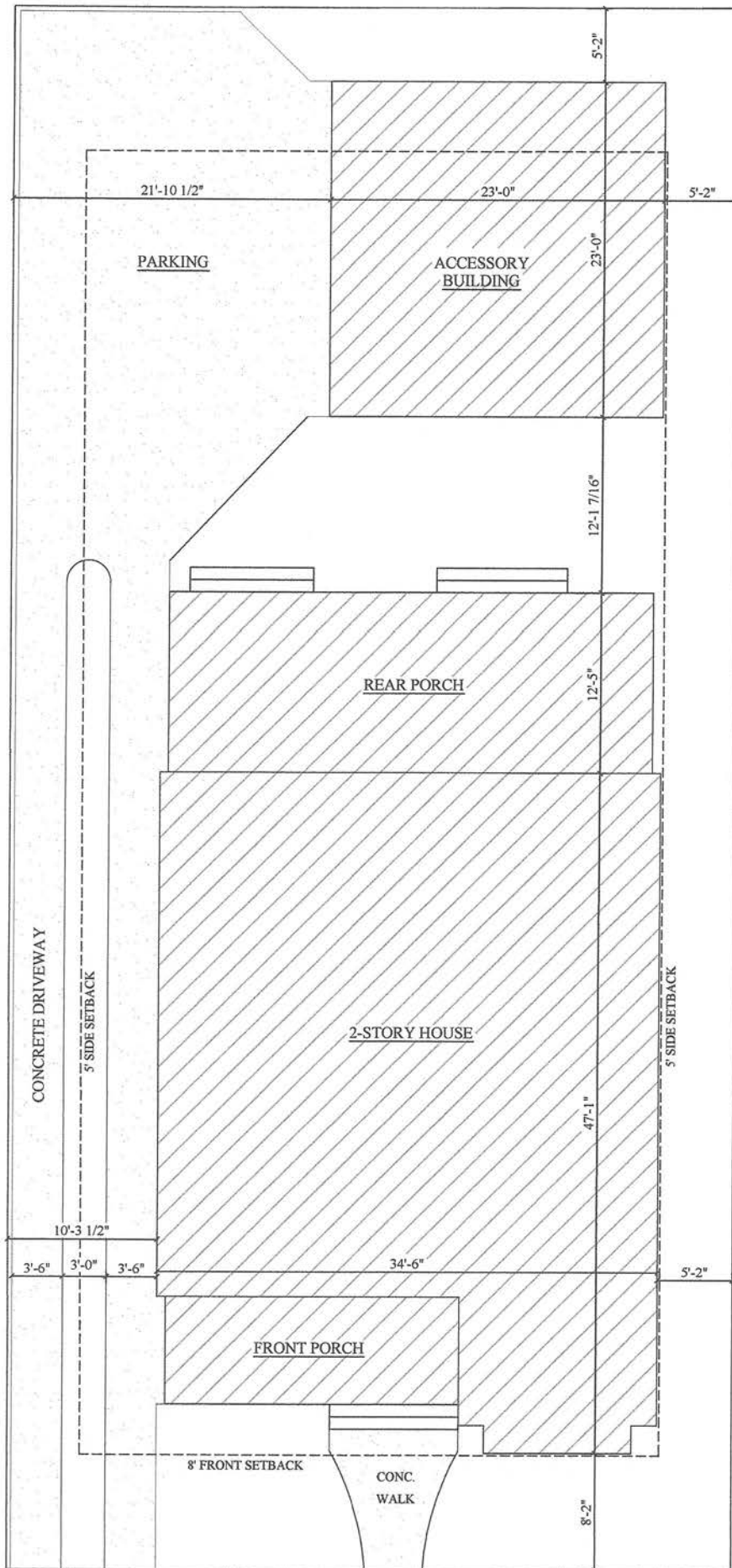


<p>Narron Designs House Plans - Additions - Renovations</p>	<p>56 Thurman Dr. Selma, NC 27576 Phone - 919-607-0029 dnr@narrondesigns.com</p>	<p>GRIFFIN RESIDENCE BARDI DESIGNS 215 TURNER STREET BEAUFORT, NC</p>	<p>JOB CONTACT</p>				
<p>RELEASE DATE: 11-10-21</p>							
<p>REVISIONS</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; border-right: 1px solid black;">05-06-22</td> <td style="border-right: 1px solid black;">01-22-23</td> <td style="border-right: 1px solid black;">05-04-23</td> <td style="border-right: 1px solid black;">05-09-23</td> </tr> </table>				05-06-22	01-22-23	05-04-23	05-09-23
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<p>PAGE # A1</p>							



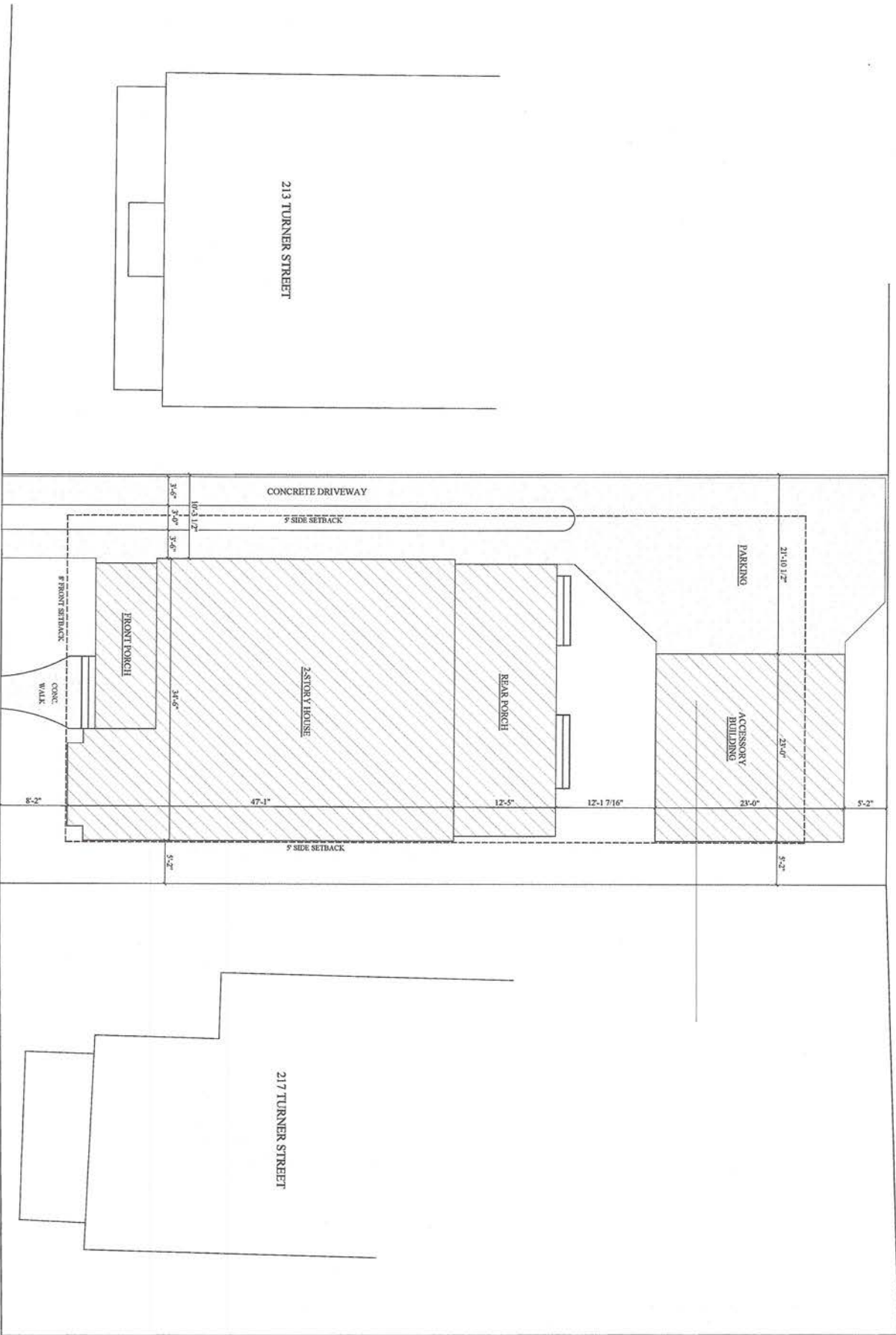
GUEST HOUSE
SCALE: 1/4"=1'-0"

	<p>GRIFFIN RESIDENCE BARDI DESIGNS 215 TURNER STREET BEAUFORT, NC</p>	<p>56 Thurman Dr. Sella, NC 27576 Phone - 919-607-4029 ehy@narrondesigns.com</p>	<p>JOB CONTACT</p> <p>RELEASE DATE: 11-10-21</p> <p>REVISIONS</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">05-06-22</td> <td style="width: 50%; border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;">01-22-23</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;">05-04-23</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;">05-09-23</td> <td style="border-bottom: 1px solid black;"></td> </tr> </table> <p>PAGE # A5</p>	05-06-22		01-22-23		05-04-23		05-09-23	
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05-04-23											
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215 TURNER STREET BEAUFORT, NC
LOT FIT / TOTAL IMPERVIOUS

SQUARE FOOTAGE CALCS.	
TOTAL LOT AREA	5396
TOTAL IMPERVIOUS AREA	3826
TOTAL % IMPERVIOUS	70.9%



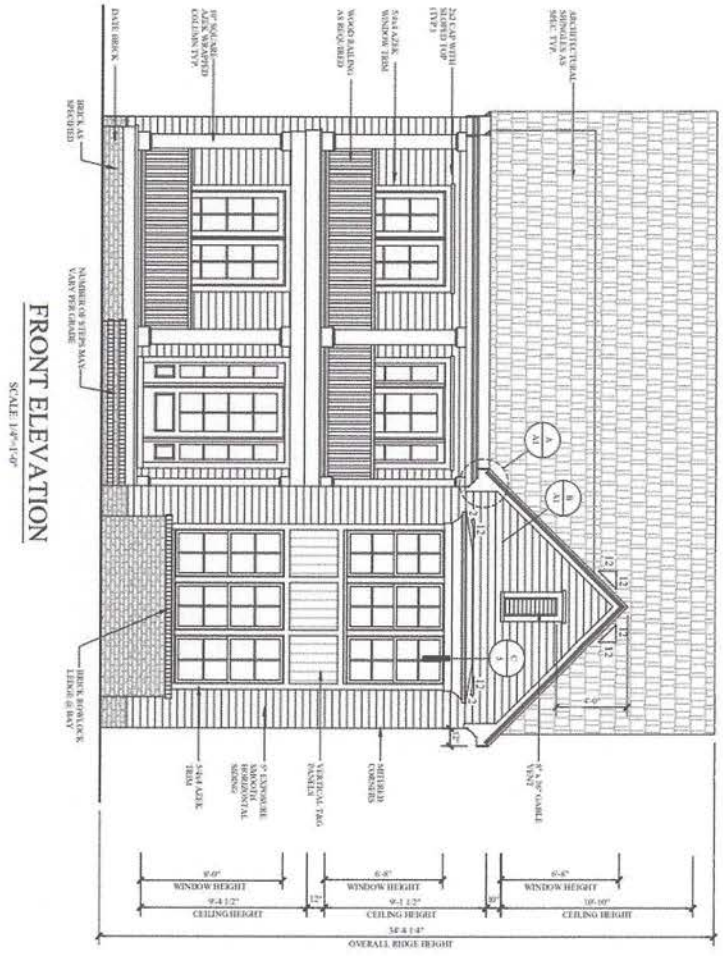
BEAUFORT/DAVIE COUNTY	1/16"
TOTAL LOT AREA	3184
TOTAL IMPERVIOUS AREA	1000
TOTAL IMPERVIOUS	31%

<p>Narron Designs House Plans - Additions - Renovations</p>	<p>56 Thurman Dr. Selma, NC 27576 Phone - 919-607-4029 dhv@narrondesigns.com</p>	<p>GRIFFIN RESIDENCE BARDI DESIGNS 215 TURNER STREET BEAUFORT, NC</p>		<p>JOB CONTACT</p>							
		<p>RELEASE DATE: 11-10-21</p>	<p>REVISIONS</p> <table border="1"> <tr> <td>05-06-22</td> <td></td> </tr> <tr> <td>01-22-23</td> <td></td> </tr> <tr> <td>05-04-23</td> <td></td> </tr> <tr> <td>05-09-23</td> <td></td> </tr> </table>	05-06-22		01-22-23		05-04-23		05-09-23	
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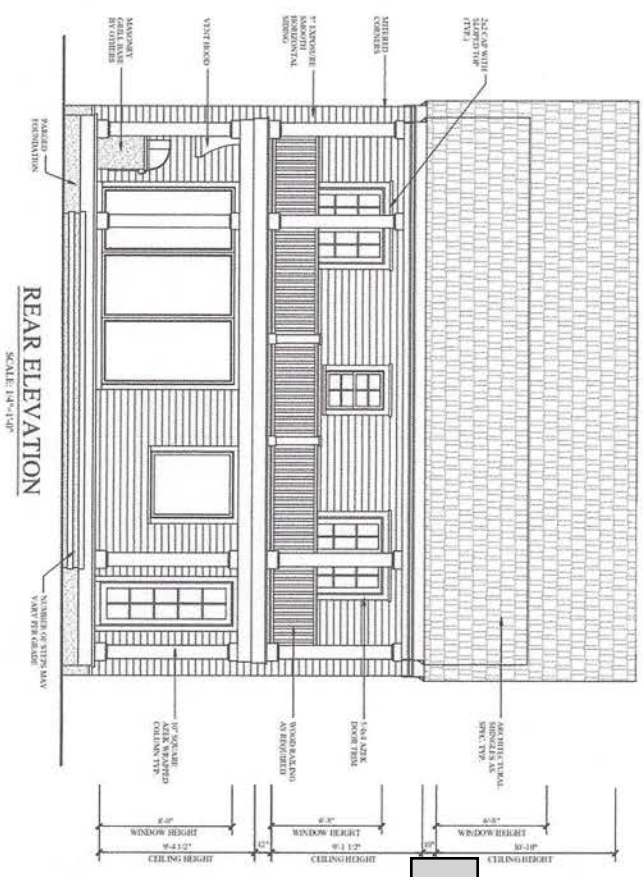


BARDI DESIGNS

Griffin Residence: 215 Turner Street Beaufort NC




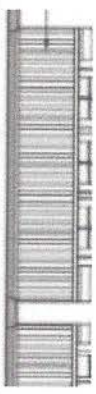



FRONT ELEVATION
SCALE: 1/4"=1'-0"



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

Exterior Finish Material: 215 Turner Street, Beaufort NC Main House and Guest House

Foundation	Masonry Brick	Pine Hall Brick. Color: Oyster Pearl Mortar: White	
Siding	Cementitious Lap Siding- Smooth-not textured-6" exposure	Color: White Duck	SW 7010 White Duck 
Trim Beards/Columns	Cellular PVC-Smooth-not textured-SW	Color: Alabaster	SW 7008 Alabaster 
Windows	Anderson Renewal A-Series Casement- Fully Divided Light rails-Low E4 Glass. Fiberglass exterior-Wood Interior	Color: Sandtone	
Front Door	DSA Alexandria 8 light divided Light-with 2 sidelights-4 divided lights. E-03 Stain Grade-Site Stained	Color: Minwax Custom Stain Blend: 75% Classic Grey and 25 % Weathered Oak.	
Front Elevation: Second Level Door:	DSA Alexandria 8 light divided Light-with 2 sidelights-4 divided lights. E-03 Stain Grade-Site Stained	Color: Minwax Custom Stain Blend: 75% Classic Grey and 25 % Weathered Oak.	
Porch Ceilings	1 x 6 Beard Board Paint Grade	Color: Alabaster	SW 7008 Alabaster 
Porch Floors	Trex Porch Decking: Transcend Lineage	Color: Biscayne	

<p>Handrails</p>	<p>Wood Railing-square balusters and newel posts</p>	<p>Color: Alabaster SW 7008 Alabaster</p>	
<p>Primary Roofing</p>	<p>Shingles-Certainteed Landmark</p>	<p>Color:Weathered Wood</p>	
<p>Lantern Light Fixtures:Main House</p>	<p>Currey and Company: Benning Large outdoor wall sconce</p>	<p>DIMENSIONS: H: 22.25" W: 15" D: 17"</p>	
<p>Lantern Light Fixtures: Guest House</p>	<p>Currey and Company: Benning Medium outdoor wall sconce</p>	<p>DIMENSIONS: 17.75"h x 12"w x 13.75"d</p>	



White Duck



Main House and Guest House color:

Sherwin Williams
SW 7010



Brick Color- Pine Hall Brick Oyster Pearl



Trim color:

Alabaster
SW 7008



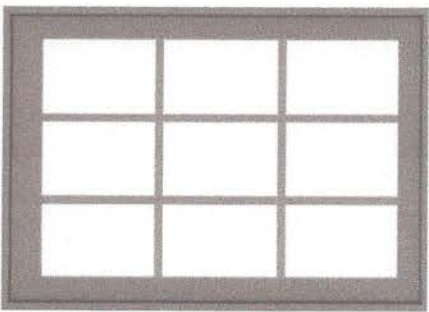
Exterior Wood Stain Front Door:



Bradford Hall Tudor - White Mortar

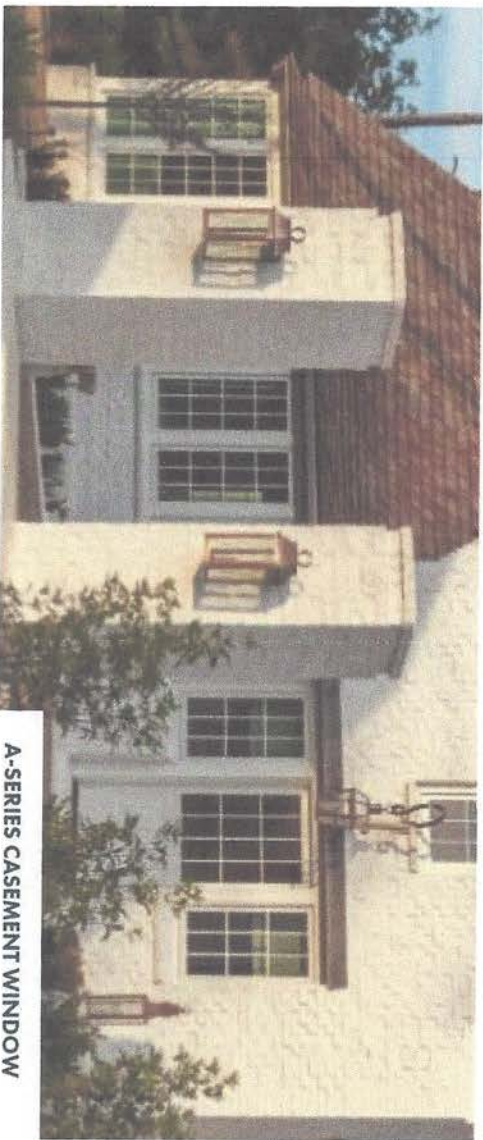


Porch Decking



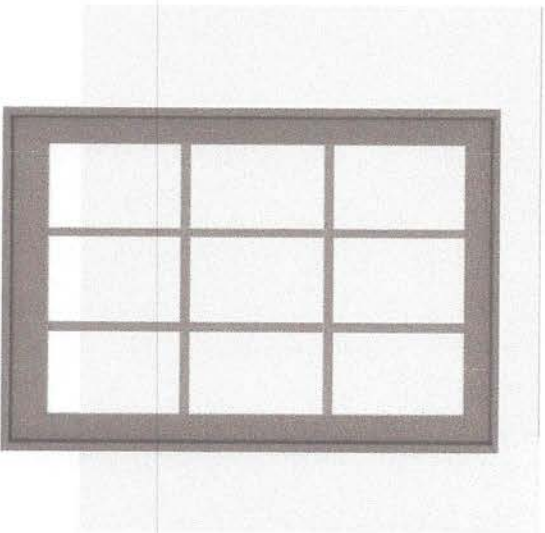
A-Series Casement Window

Exterior Color Selections Option 1: Soft White-with Greige



A-SERIES CASEMENT WINDOW

Anderson A Series Casement Windows



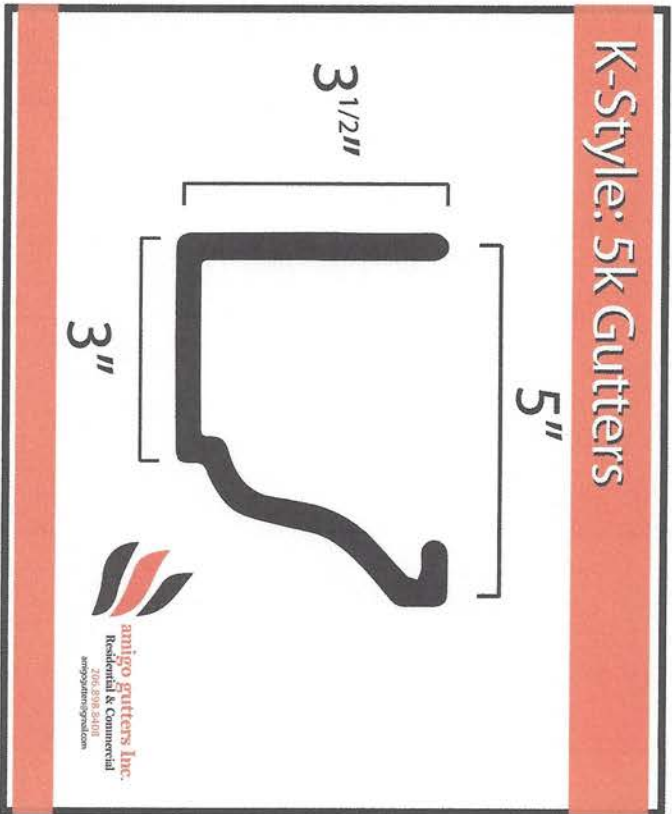
Full divided light grilles

Full divided light is meant to imitate true divided light, or historic window made of individual panes connected with muntins (or wood dividers). The advantage of full divided light is that it's more energy efficient than true divided light, because it can be applied to dual-pane window glass.



Sandstone

Exterior Window Finish Colors and SDL Specifications



*Generally speaking we'll use factory painted ("baked") coiled aluminum.
.027 thickness for 5 inch gutters*



K Style Aluminum Gutters

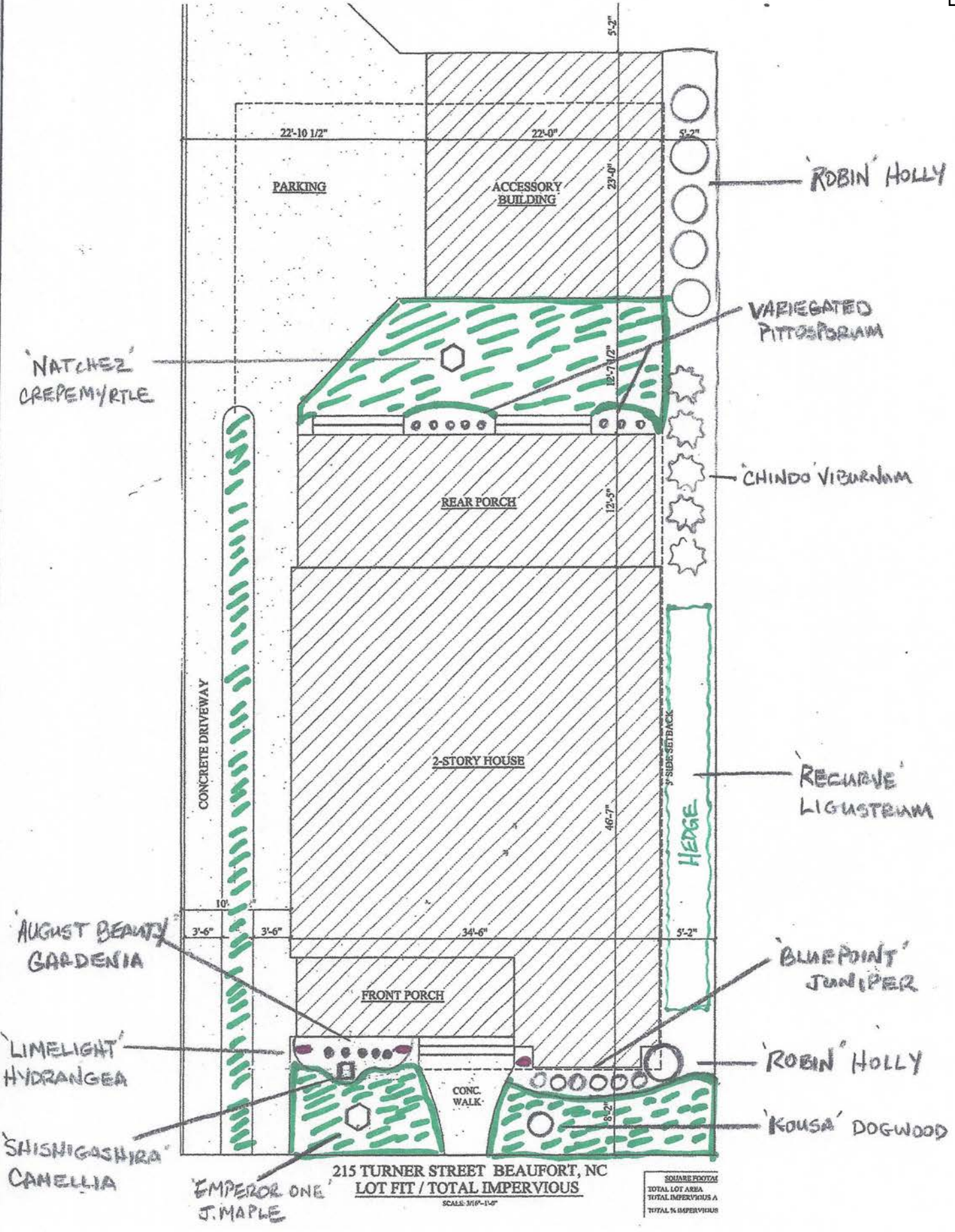
**Item # BRKGU5XA032 | 5 x .032 K Gutter | Terra
Bronze Aluminum**

Exterior Gutter Color/Spec

Example: Terra Bronze Color



Exterior Roof/Spec: Landmark Certainteed Color: Weathered Wood



Griffin Residence: 215 Turner Street Beaufort NC


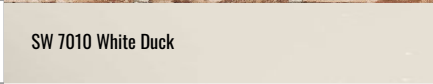
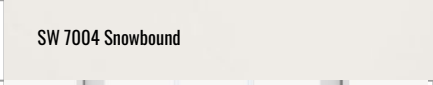
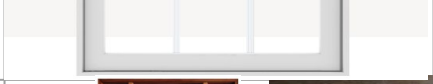
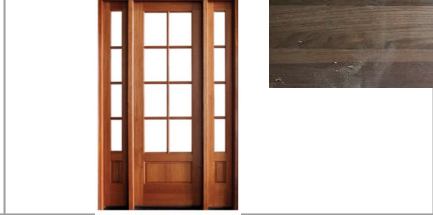
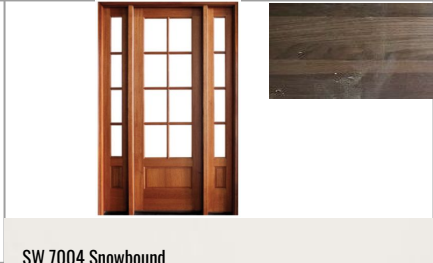




FRONT ELEVATION
SCALE: 1/4"=1'-0"







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

Exterior Finish Material: 215 Turner Street, Beaufort NC Main House and Guest House

Foundation	Masonry Brick	Pine Hall Brick. Color: Oyster Pearl Mortar: White	
Siding	Cementitious Lap Siding-Smooth-not textured-6" exposure	Color: White Duck	
Trim Boards/Columns	Cellular PVC-Smooth-not textured-SW	Color: Snowbound	
Windows	Anderson Renewal A-Series Casement- Fully Divided Light rails-Low E4 Glass. Fiberglass exterior-Wood Interior	Color:White	
Front Door	DSA Alexandria 8 light divided Light-wth 2 sidelights-4 divided lights. E-03 Stain Grade-Site Stained	Color: Minwax Custom Stain Blend: 75% Classic Grey and 25 % Weathered Oak.	
Front Elevation: Second Level Door:	DSA Alexandria 8 light divided Light-wth 2 sidelights-4 divided lights. E-03 Stain Grade-Site Stained	Color:Minwax Custom Stain Blend: 75% Classic Grey and 25 % Weathered Oak.	
Porch Ceilings	1 x 6 Beard Board Paint Grade	Color: Snowbound	
Porch Floors	Trex Porch Decking: Transcend Lineage	50 Biscayne	

1.

Handrails	Wood Railing-square balusters and newel posts	Color: Snowbound SW 7004 Snowbound	
Primary Roofing	Shingles-Certainteed Landmark	Color:Weathered Wood	
Lantern Light Fixtures:Main House	Currey and Company: Benning Large outdoor wall sconce	DIMENSIONS: H: 22.25" W: 15" D: 17"	
Lantern Light Fixtures: Guest House	Currey and Company: Benning Medium outdoor wall sconce	DIMENSIONS: 17.75"h x 12"w x 13.75"d	

1.



Brick Color- Pine Hall Brick Oyster Pearl



Porch Decking



White Duck



Main House and Guest House color:

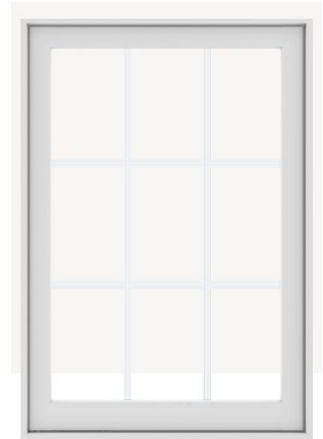
Sherwin Williams
SW 7010

Snowbound



Trim color:

Sherwin Williams

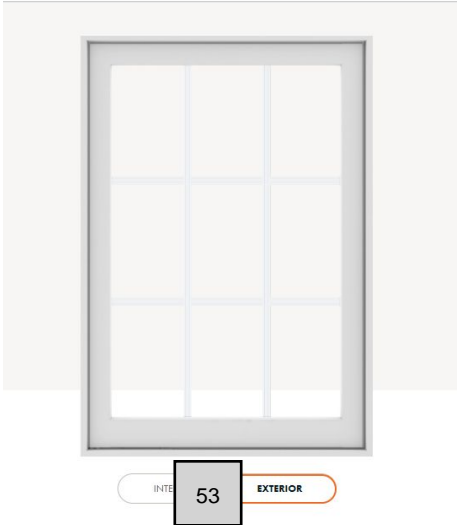


Bradford Hall Tudor - White Mortar



A-SERIES CASEMENT WINDOW

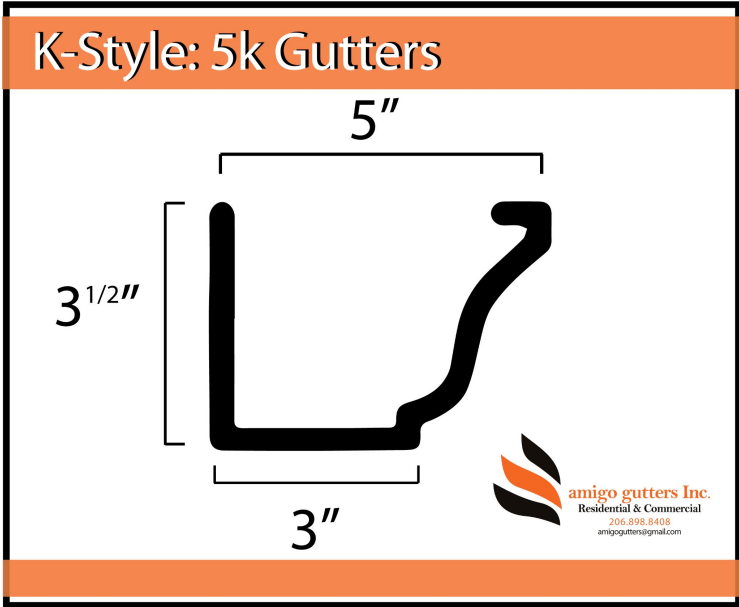
Anderson A Series Casement Windows



Full divided light grilles

Full divided light is meant to imitate true divided light, or historic window made of individual panes connected with muntins (or wood dividers). The advantage of full divided light is that it's more energy efficient than true divided light, because it can be applied to dual-pane window glass.





*Generally speaking we'll use factory painted ("baked") coiled aluminum.
.027 thickness for 5 inch gutters*

K Style Aluminum Gutters

Item # BRKGU5XA032 | 5 x .032 K Gutter | WHITE ALUMINUM



Exterior Roof/Spec: Landmark Certaineed Color: Weathered Wood



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, April 1, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business

SUBJECT: Case # 25-15 118 Moore St - Demo Back Porch and
Replace Porch

BRIEF SUMMARY:

The owner wishes to demo the existing rear second-story porch/stairs and replace it with a more historic looking porch/stair design.

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: March 21, 2025
Case No. 25-15

Request: Demo Back Porch and Replace Porch

Applicant: Meg Risser
 118 Moore Street

Property Information:

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

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

Proposed work:

See Attached Application & Narrative

Material:

Porches and Entrances Guidelines

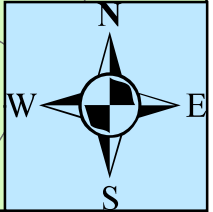
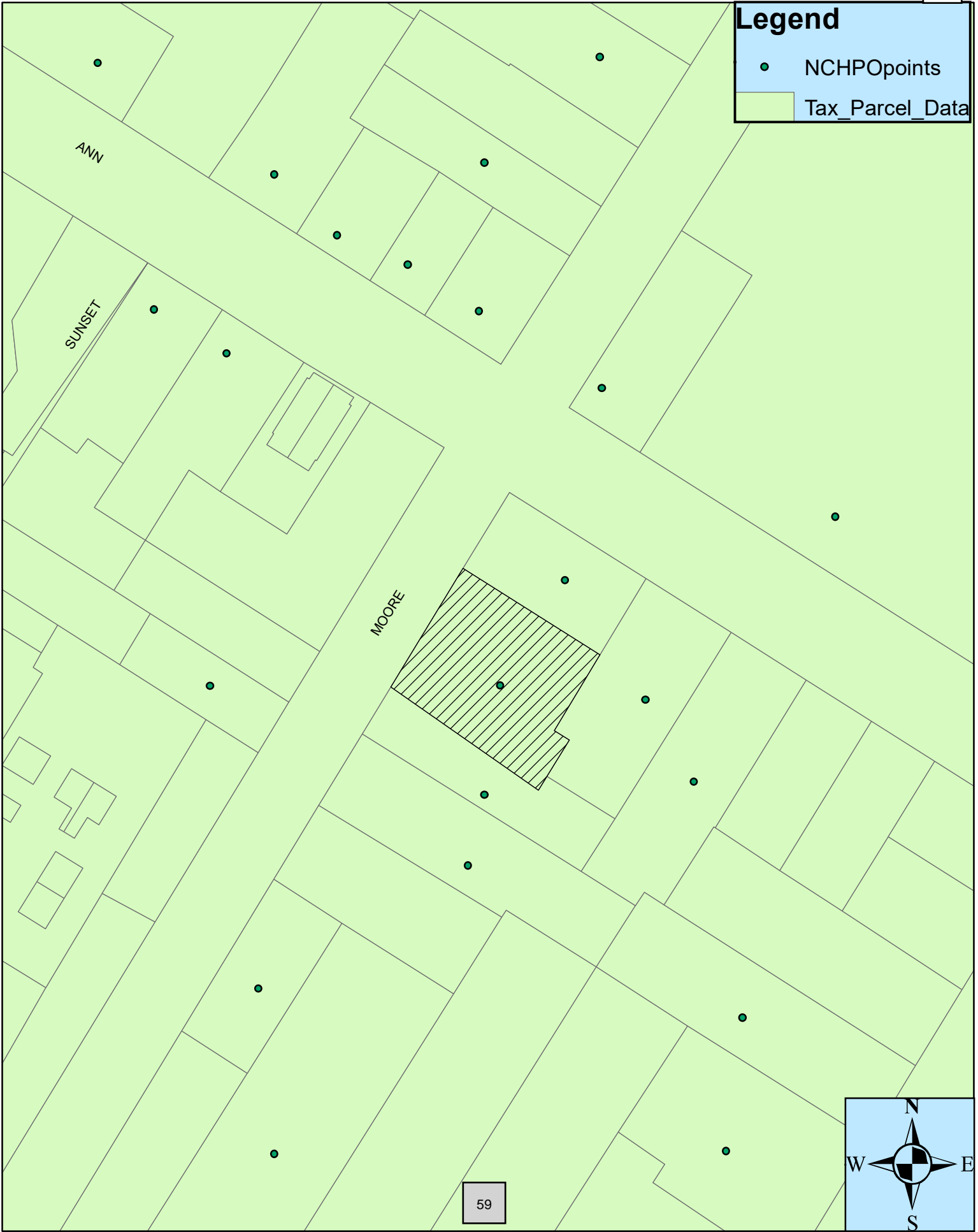
6.5.3. Use appropriate materials in the repair and restoration of historic porches. Woods that are naturally rot-resistant or treated will provide the greatest durability for exposed elements such as railings, steps, flooring, and floor framing. The use of pressure-treated wood is appropriate when painted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

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

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

Case # 25-15 118 Moore St - Demo Back Porch and Replace Porch

1.



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

CERTIFICATE OF APPROPRIATENESS APPLICATION FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT



Instructions:

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

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Margaret P. Risser

Applicant Address: 118 Moore St.

Business Phone: NA Email/Cell: 919-741-2943

Property Owner Name: Same

Address of Property: _____

Phone Number: _____ Email/Cell: _____

PROJECT INFORMATION

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

Back stairs need removal to address rotting siding behind it and on the ground rotting of stair structure. Upper deck to be demolished and replaced with leveled surface of the same material and new 36" handrail typical of Beaufort and matching existing porches of the house. -See drawings.

Estimated Cost of Project: \$ 210,000

Year House Built: 1852

Margaret P. Risser
Applicant Signature

initial application date 2/11/25
Date Correct form 2/12/15

Property Owner Signature (if different than above) _____

Date _____

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

OFFICE USE ONLY

Received by: _____

Reviewed for Completeness: _____

Date: _____

Date Deemed Completed and Accepted: _____

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

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

1. Items required for ALL projects:

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

2. Items required as applicable to project:

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

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

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

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

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

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

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

PROJECT INFORMATION

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

- Back stairs need to be removed to repair siding and ground supports at bottom of steps.
- Old stairs will be replaced - exactly as they are
- Top deck porch slope will be reduced and new railing as shown in drawings

Estimated Cost of Project: < 10,000.00

Year Structure Built: 1852

Margaret P. Risson
Applicant Signature

3/11/2025
Date

Property Owner Signature (if different than above)

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 is a \$50.00 fee 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.

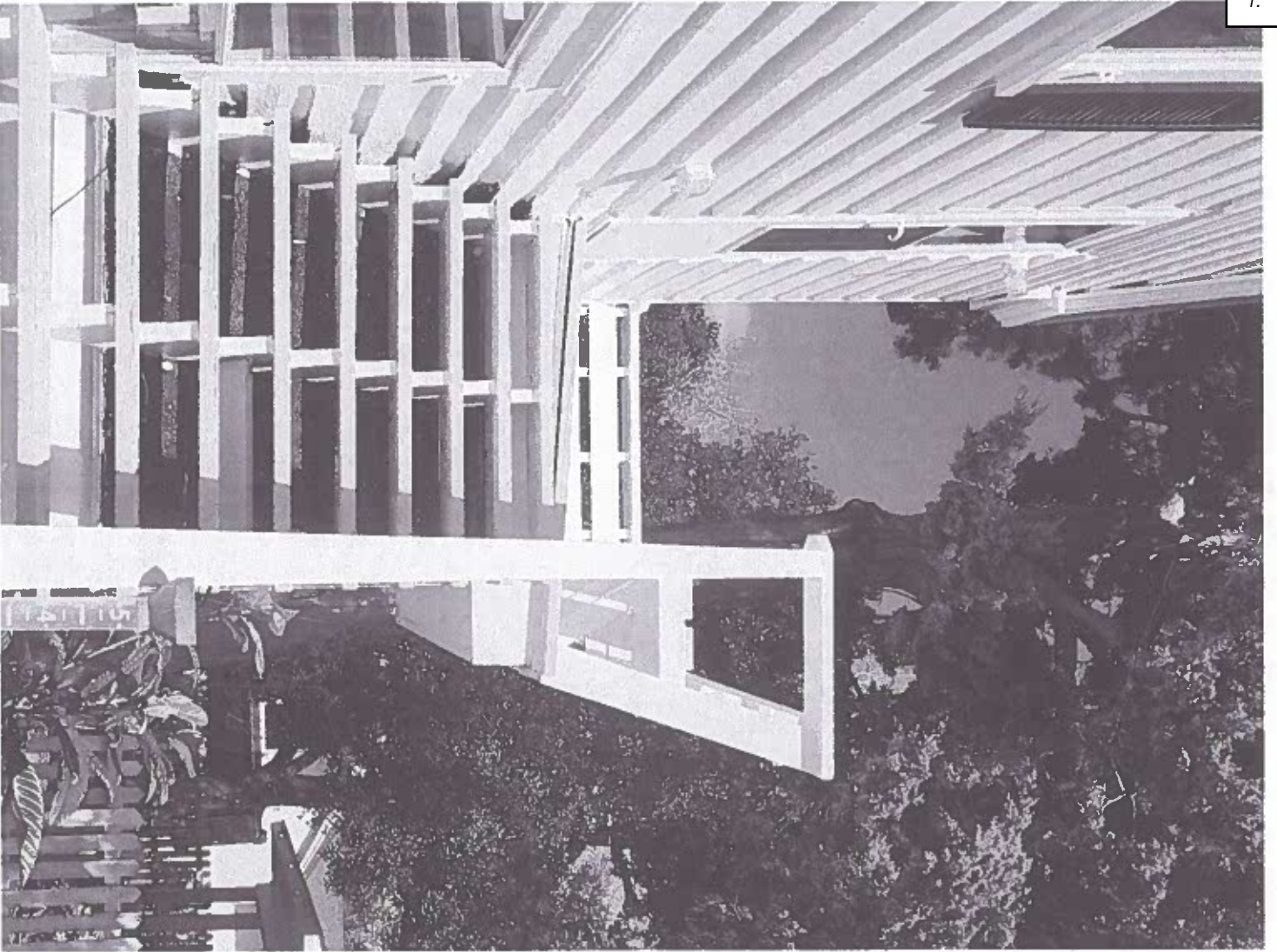
OFFICE USE ONLY

Received by: _____

Date: _____

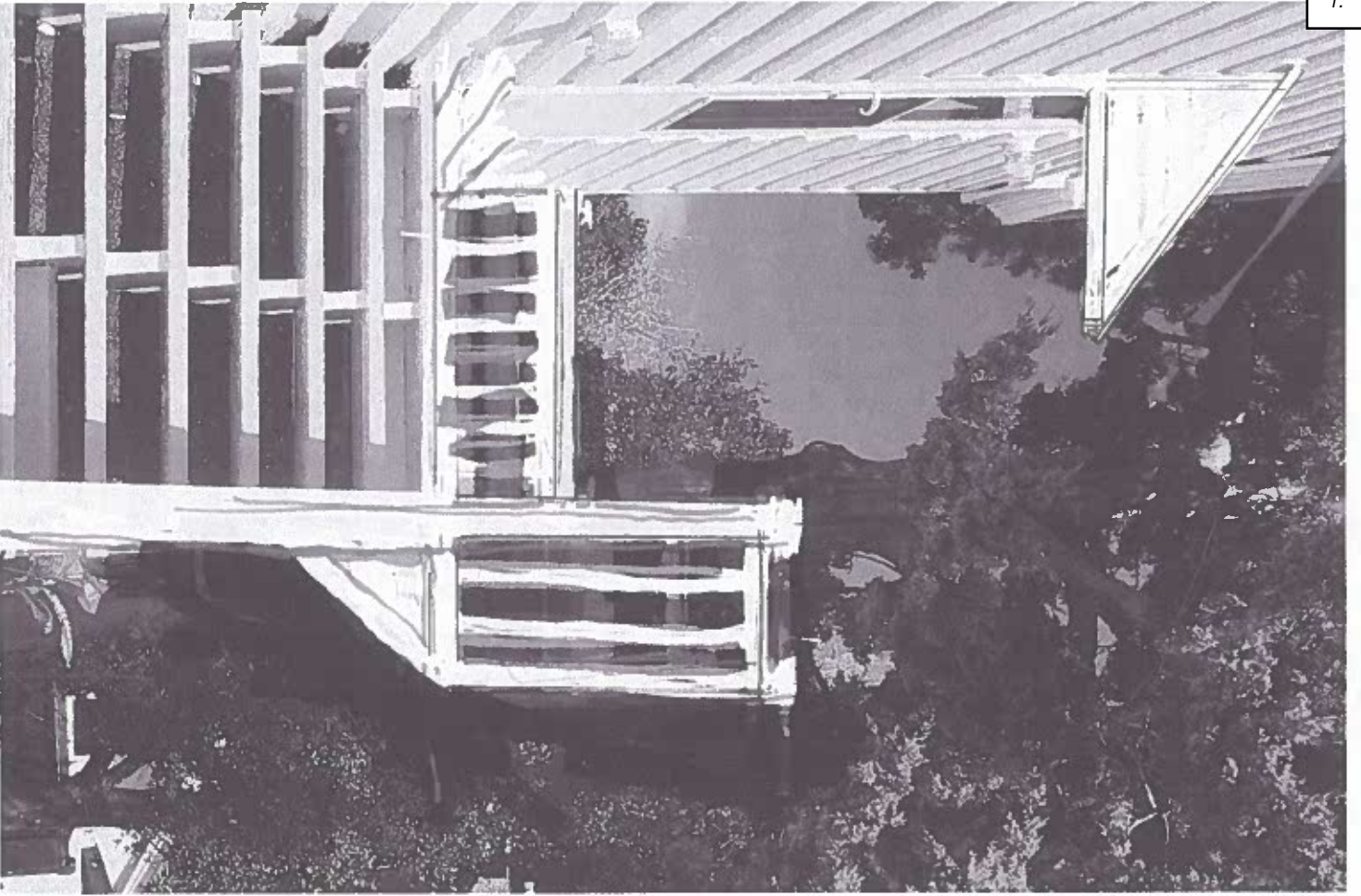
EXISTING
EXTERIOR
STAIRS





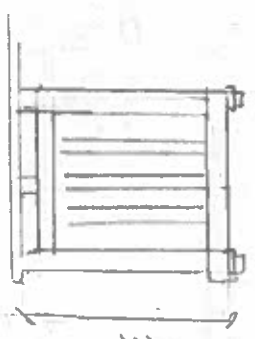
118 Moore St
REAR HOUSE

- STAIRS AND PORCH TO BE DEMOLISHED
- STAIRS REPLACED SAME
- PORCH WILL BE LEVELED SOMEWHAT
- PORCH RAILS REPLACED AS SHOWN — WITHOUT SEATING



◦ ADDING WOOD AWNING
 ABOVE DOOR - TREATED WOOD

REPLACEMENT RAILS



3' ALL AROUND

SAME MATERIALS

(SEE EXHIBIT #1)



EXHIBIT
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, April 1, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business

SUBJECT: Case # 25-16 116 Queen Street - Porch Modification

BRIEF SUMMARY:

The applicant wishes to modify their previously approved COA by changing their porches.

REQUESTED ACTION:

Conduct Quasi- Judicial Hearing

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Kyle Garner

BUDGET AMENDMENT REQUIRED:

N/A



BHPC STAFF REPORT



To: BHPC Members
From: Kyle Garner, Planning Director
Date: March 21, 2025
Case No. 25-16

Request: Porch Modification on new Single-Family Home

Applicant: Stan & Christine Lamb (Pecan Tree Inn)
 116 Queen Street
 Beaufort, NC 28516

Property Information:

Owners: Same
Location: 116 Queen Street
PIN#: 730505292914000

Project Information:

According to The Beaufort National Register Historic District Comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 116 Queen Street, circa 1866.)

Franklin Lodge. Stylish Queen Anne 2-story house has deck-on-hip roof with widow’s walk, and pedimented front and side gable wings. Plain siding, 1/1 replacement sash, 2 tall interior brick chimneys, 2-story cutaway, bracketed bay windows in front and side gable wings, and 1st-story entrance with sidelights and transom. Elaborate wraparound porch has turned posts, railing, spindle frieze, sawnwork brackets, and upper balustrade. On Gray’s 1882 map the Masonic Hall stood on this lot. Enlarged and remodelled c. 1900 as a house. Currently operated as the “Pecan Tree Inn” Bed and Breakfast. (Gray map, SM)

Proposed work:

- See Attachment from Applicant

Material:

- See Information from Applicant.

Color:

See Attached Description from Applicant.

Attachments:

- Vicinity Map
- List of adjacent property owners used for mailing notifications.
- COA application and supporting materials supplied by applicant.

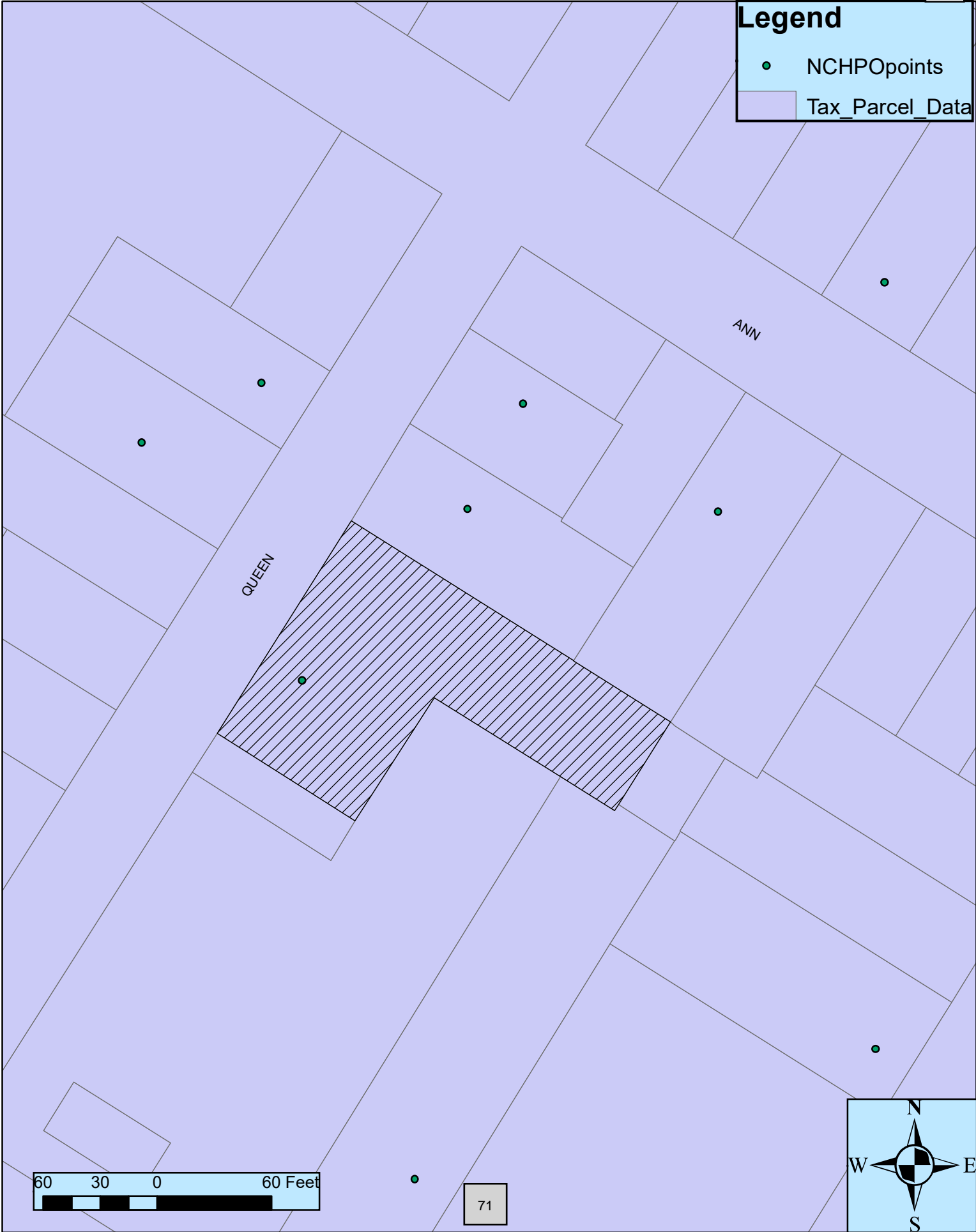
Porches and Entrances Guidelines

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.

Case # 25-16 116 Queen Street - Porch Modification

Legend

- NCHPOpoints
- Tax_Parcel_Data



OWNER	MAIL_H	MAIL_ST	MAIL_CITY	MAIL_Z	MAIL_ADD2
114 QUEEN LLC	234	GIBBS COURT	BEAUFORT	NC 28516	
ALL PARK CORPORATION D/B/A	117	QUEEN ST	BEAUFORT	NC 28516	
BLUE MOON BISTRO LLC	345	WITT STREET	WINSTON SALEM	NC 27103	
GILLIKIN,FRANK S JR ETAL BEN	204	HOWLAND PKWY	BEAUFORT	NC 28516	
JBJ PROPERTIES LLC			ROCKY MOUNT	NC 27802	PO BOX K
MCCUNE,FREDRICK J ETUX JOYCE	608	ANN ST	BEAUFORT	NC 28516	
NEWSOME,HEBER H JR ETAL TRUST	6411	ROSELAWN RD	RICHMOND	VA 23226	
PAERL,BARBARA H ETVIR HANS W	100	HOLLY LANE	BEAUFORT	NC 28516	
PECAN TREE INN HOSPITALITY INC	116	QUEEN STREET	BEAUFORT	NC 28516	C/O STANLEY ETUX CHRISTIN LAMB
S W S POLLOCK LLC	1920	WESTHEIMER ROAD	CLEMMONS	NC 27012	
THE BEAUFORT WHITE HOUSE LLC	104	GOVERNORS DRIVE	WILLIAMSBURG	VA 23185	

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



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APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Pecan Tree Inn Hospitality Inc. Stan & Christine Lamb_____

Applicant Address: 116 Queen St_____

Business Phone: 252 728 6733_____ Email/Cell: innkeeper@pecantree.com_

Property Owner Name: Same_____

Address of Property: _____

Phone Number: _____ Email/Cell: _____

PROJECT INFORMATION

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

Design change from previously approved new home construction. Case #24-11 116 Queen Street - New Single-Family Home. Requesting approval to upgrade the side porches (both upper and lower) to screened-in porches.

Estimated Cost of Project: \$ \$8,670_____

Year House Built: N/A_____


Applicant Signature

3/7/25
Date

Property Owner Signature (if different than above) _____

Date _____

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OFFICE USE ONLY

Received by:

Reviewed for Completeness:

CERTIFICATE OF APPROPRIATENESS APPLICATION

Received by: _____

Reviewed for Completeness: _____

Date: _____

Date Deemed Completed and Accepted: _____

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

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- 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.).

N/A

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.

N/A

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.

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

Porches and Entrances Guidelines

- 6.5.1. Retain and preserve historic porches, entrances and doorways including related features such as railings, posts or columns, ceilings, steps, lattice, flooring, piers, ornamental trim, and other character defining elements.
- 6.5.2. Repair, rather than replace, historic porch and entrance elements, wherever feasible. Use repair techniques which preserve historic material, including patching, epoxy repair, reinforcing, or splicing-in of new wood in place of deteriorated sections. Replacement elements should match the original in size, shape, pattern, color, and texture.
- 6.5.3. Use appropriate materials in the repair and restoration of historic porches. Woods that are naturally rot-resistant or treated will provide the greatest durability for exposed elements such as railings, steps, flooring, and floor framing. The use of pressure-treated wood is appropriate when painted within six months. The use of substitute material that duplicates the look and patina, and architectural detail is allowed.
- 6.5.4. The enclosure or other alteration of original or historic front porches is not appropriate in the historic district. The enclosure of porches at the rear, or other areas not seen from the public view, is appropriate if the enclosure is designed and constructed in a manner that preserves the historic character and features of the porch.
- 6.5.5. Covering a porch with non-historic material such as vinyl or metal siding, or “winterizing” a screened porch by permanently attaching plastic sheeting is not permitted.
- 6.5.6. Using indoor-outdoor carpeting to weather-proof a porch floor is not permitted.
- 6.5.7. Use architectural details and ornamentation that are compatible with the style, period, and detailing of the porch and structure. Such features as new metal columns or wrought iron posts, over-scaled columns with elaborate capitals, metal or plastic balustrades are not allowed. The creation of a false historical appearance, such as adding Victorian ornament to a plain early 20th century porch, is not appropriate.
- 6.5.8. Removing a porch that is not repairable and not replacing it, or replacing it with a new porch that does not convey the same visual appearance on contributing historical properties is not permitted.
- 6.5.9. Reconstruct missing porches or porch details based on accurate documentation of such features. Such documentation may include: evidence found on the subject building; historic photographs; or compatible details found on another porch in the district of the same period and general style. The owner shall provide the commission with such documentation in the application for a Certificate of Appropriateness.
- 6.5.10. It is not appropriate to add new porches, entrances, or balconies to primary elevations or other areas of a building that are seen from the public view if none existed historically.

- 6.5.11. Collapsible gates on porches to restrain pets or young children are reviewed by the HPC on a case-by-case basis and should be truly temporary and removal. Permanent gates are reviewed by the HPC. Gates of any kind at the foot of porch steps create an unnecessary visual barrier and are not appropriate.
- 6.5.12. New handicapped access ramps and other modifications to improve access shall be designed so that the modifications are reversible and do not damage or obscure the buildings' architectural features or diminish its historic character. (SEE GUIDELINES FOR ACCESSIBILITY AND LIFE SAFETY).

List of all adjacent property owners (with mailing addresses}

**MCCUNE,FREDRICK J ETUX JOYCE 608 ANN STREET
Beaufort, NC. 28516**

**NEWSOME,HEBER H JR ETAL TRUST 120 QUEEN STREET
Beaufort, NC. 28516**

**PAERL,BARBARA H ETVIR HANS W 610 ANN STREET
Beaufort, NC. 28516**

**S W S POLLOCK LLC 111 POLLOCK STREET
Beaufort, NC. 28516**

**THE BEAUFORT WHITE HOUSE LLC 611 FRONT STREET
Beaufort, NC. 28516**

**INLET INN BEAUFORT LLC 601 FRONT STREET
Beaufort, NC. 28516**

**114 QUEEN LLC 114 QUEEN STREET
Beaufort, NC. 28516**

**JBJ PROPERTIES LLC 109 POLLOCK STREET
Beaufort, NC. 28516**

2LAMB - CUSTOM

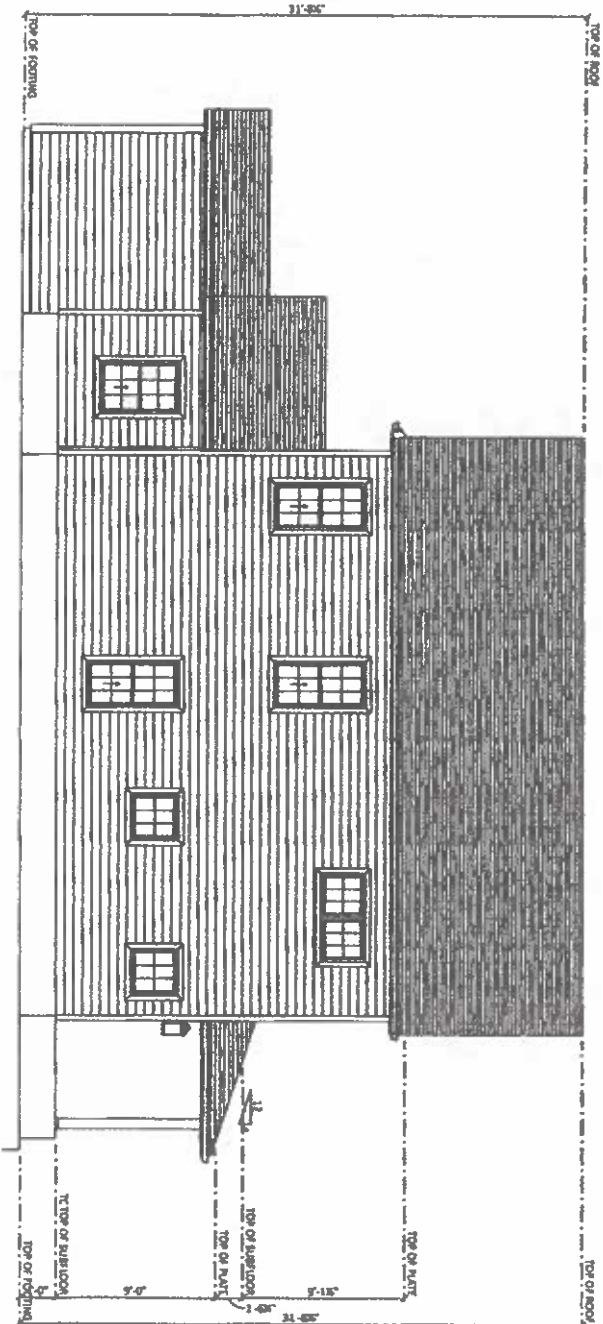
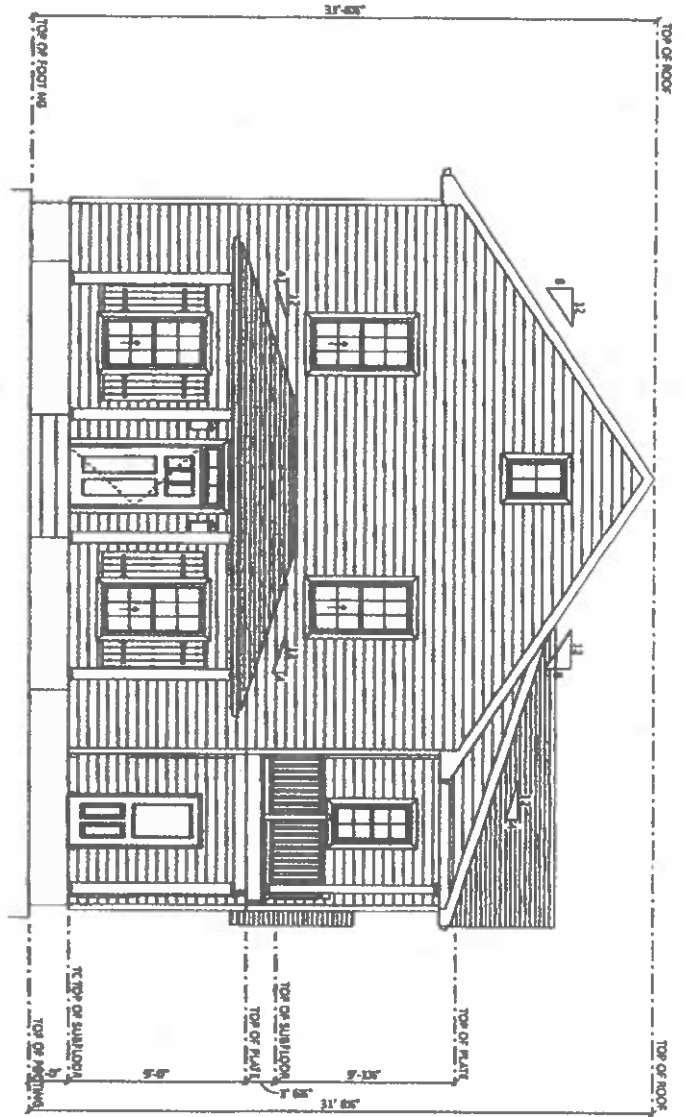
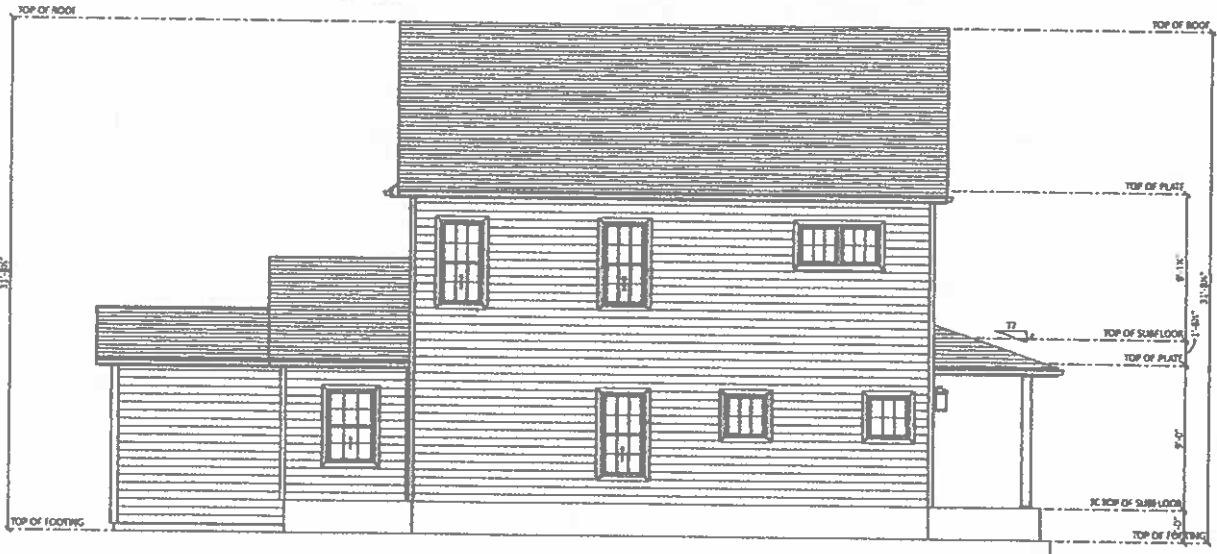


Exhibit B-2

2LAMB - CUSTOM

E1



DS
KCS

CS M

25-16

6.5.1

6.5.2

6.5.3

6.5.4

6.5.5

6.5.6

6.5.7

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6.5.10

6.5.11

6.5.12



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, April 1, 2025 – 614 Broad Street – Train Depot**

AGENDA CATEGORY: New Business

SUBJECT: Case # 25-17 209 Moore St - New Windows

BRIEF SUMMARY:

The owner wishes to Install a new front porch, rear deck, install new siding on front and install Beaufort Style Fence at 209 Moore 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: March 21, 2025
Case No. 25-17

Request: Remove existing window and install new window on north side of house

Applicant: Michael & Christina Martin
 209 Moore Street

Property Information:

Owners: Michael & Christina Martin
Location: 209 Moore Street
PIN#: 730617018400000

Project Information: According to The Beaufort National Register Historic District comprehensive Survey by M. Ruth Little, Ph.D. of 1997: 209 Moore Street, circa 1930. **House.** Completely remodeled, 1-story, 3-bay, front gable house with interior chimney, and arched Doric entrance stoop. Victorian-style cedar shakes in front gable end, beaded siding, replacement sash, stained glass in fanlight and sidelights, bargeboard in front gable, and window awnings are new and have compromised the architectural integrity. Built between 1924 and 1941. (SM).

In January the Martin’s received a COA for siding, a new front porch, a rear deck and fence.

Proposed work:

See Attached Application & Narrative

Material:

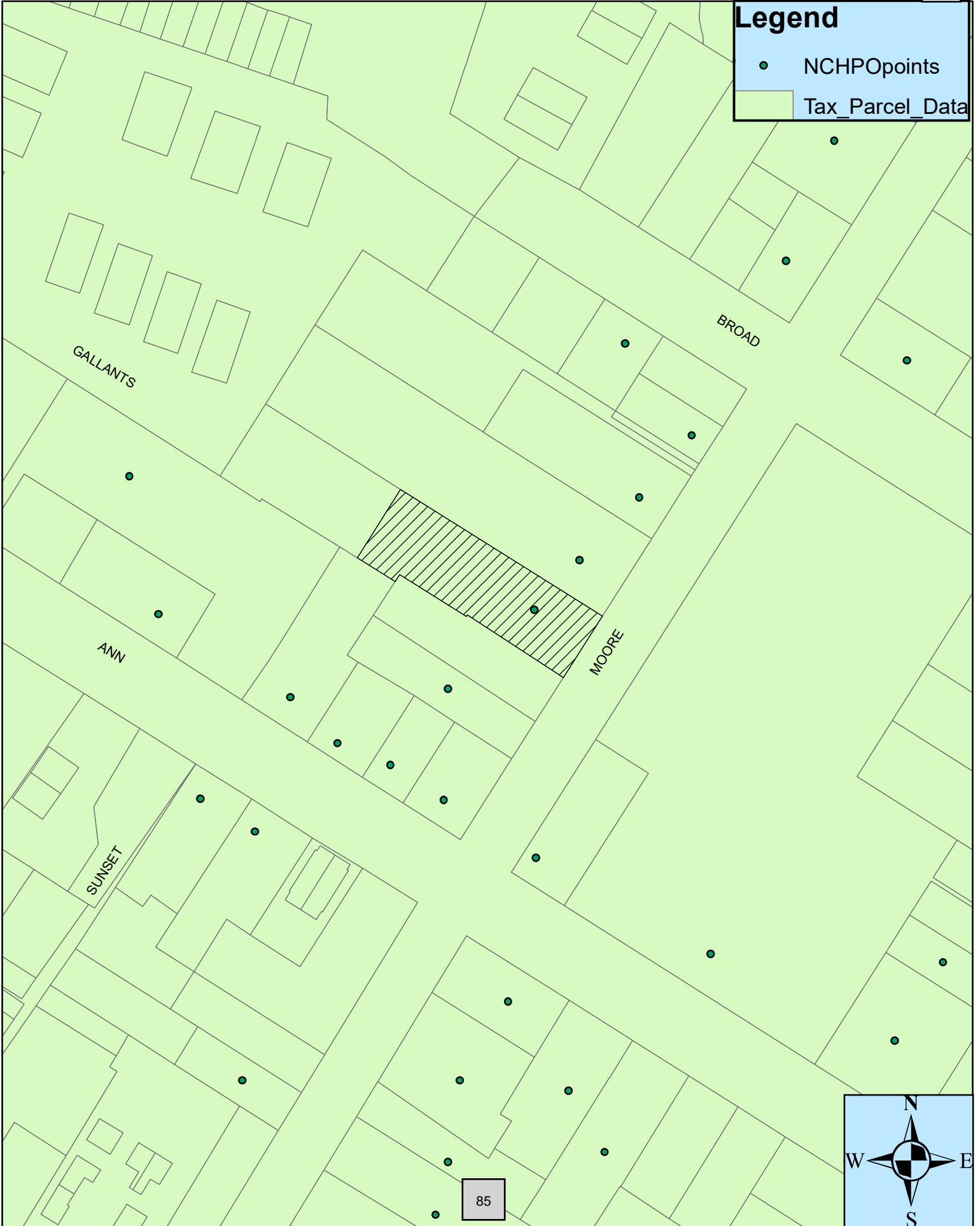
Window and Door Guidelines

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

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

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

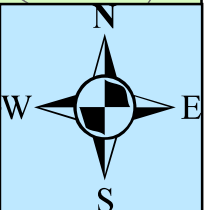
Case # 25-17 209 Moore St - New Windows



Legend

- NCHPO points
- Tax_Parcel_Data

85



<u>OWNER</u>	<u>MAIL ADDRE</u>	<u>MAIL CITY</u>	<u>IL ST/AIL Z1AIL ZI5</u>
CHADWICK BRADFORD Q ETAL	4003 HALCYON DRIVE	HUNTERSVILLE	NC 28078
EARLY WILLIAM K ETUX MARGARET	PO BOX 356	ORDINARY	VA 0356 23131
HONE JAMES & MARIA	207 MOORE STREET	BEAUFORT	NC 28516
MARTIN CHRISTINA	3225 DARIEN DRIVE	RALEIGH	NC 27607
NASH ELIZABETH W	4001 BARRETT DRIVE LOT 2	RALEIGH	NC 27609
ST PAUL'S EPISCOPAL CHURCH	209 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: Michael Martin and Christa Martin

Applicant Address: 209 Moore Street, Beaufort, NC 28516

Business Phone: 919-539-4838 Email/Cell: mmartin600@gmail.com

Property Owner Name: Same as above

Address of Property: _____

Phone Number: _____ Email/Cell: _____

PROJECT INFORMATION

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

Estimated Cost of Project: \$ 2,000

Year House Built: 1930

Michael Martin
Applicant Signature

3/11/2025
Date

Christa Martin
Property Owner Signature (if different than above)

3/11/2025
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: _____

87 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.

COA Application April 1, 2025

Michael and Christa Martin

Request to replace existing kitchen window frame with 2 windows
with a replacement window with 2 units

Right Side Elevation with existing Window Frame



Right side elevation with existing window; rough opening is 62.5"(width) x 39.75" (height)

The exterior of the house is as referred to in COA dated 3/11/2025
Scale: $\frac{1}{8}'' = 1'-0$

Proposed Right Side Elevation with Replaced Window with 2 units



Proposed Right Side Elevation With Replaced Window
Rough opening remains 62.5"(width) x 39.75" (height)

The exterior of the house is as referred to in COA dated 3/11/2025
Scale: $\frac{1}{8}'' = 1'-0$

Project Information CAO Application, April 1, 2025 re Kitchen Window Replacement, 209 Moore Street, Beaufort, NC

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

We would like to replace 2 kitchen windows that are leaking and in bad condition with a replacement window with 2 units.

The existing 2 windows are placed in one frame. The existing window frame for both windows is made of vinyl. The proposed new window frame will also be vinyl. The existing windows are barely noticeable from the street side. Please refer to the attached pictures. The proposed replacement window with 2 units will also be barely noticeable from the street side, but will be in excellent condition and will therefore look better.

The overall width of the opening for the existing window frame is 62.5” ; the overall height is 39.75”. The replacement window will be based on this opening.

The brand of the window is Viwinco. The specifications are attached.

Specification Viwinco Replacement Window:

S-Series Muller Units 2U-1R2C

CONFIG: 2U-1R2C
APPLICATION: NEW CONSTRUCTION (NON-IMPACT)
MEASURE CODE: ROUGH OPENING
OVERALL WIDTH: 62.5000
OVERALL HEIGHT: 39.7500
CUSTOM SIZES: NO
COLOR: WHITE EXTERIOR / WHITE INTERIOR
GLASS PACKAGE: STANDARD GLASS PACKAGE

UNIT 01: S-Series Single Hung

- **WIDTH:** 30.7500
- **HEIGHT:** 39.2500
- **LAYOUT:** EQUAL LITE
- **COLOR:** WHITE EXTERIOR / WHITE INTERIOR
- **GLASS PACKAGE:** STANDARD GLASS PACKAGE
- **GLASS COLOR OPTIONS:** CLEAR / LOW-E
- **GRID TYPE:** NONE
- **SCREEN:** EXTRUDED HALF SCREEN
- **SCREEN MESH:** BVUE_V
- **SCREEN SHIP:** IN WINDOW
- **LOCK AND KEEPER FINISH:** WHITE FINISH
- **HARDWARE:** THIS WINDOW DOES NOT MEET EGRESS

UNIT 02: S-Series Single Hung

- **WIDTH:** 30.7500
- **HEIGHT:** 39.2500
- **LAYOUT:** EQUAL LITE
- **COLOR:** WHITE EXTERIOR / WHITE INTERIOR
- **GLASS PACKAGE:** STANDARD GLASS PACKAGE
- **GLASS COLOR OPTIONS:** CLEAR / LOW-E
- **GRID TYPE:** NONE
- **SCREEN:** EXTRUDED HALF SCREEN
- **SCREEN MESH:** BVUE_V
- **SCREEN SHIP:** IN WINDOW

- **LOCK AND KEEPER FINISH:** WHITE FINISH
- **HARDWARE:** THIS WINDOW DOES NOT MEET EGRESS