



Historic Preservation Commission Special Meeting Agenda

Town of Swansboro

Tuesday, November 28, 2023

I. Call to Order

II. Business

a. Certificate of Appropriateness Amendment/ 204 Walnut Street

Presenter: Rebecca Brehmer, Projects/Planning Coordinator, CFM, CZO

An application for a Certificate of Appropriateness amendment has been submitted by Brad and Kenna Phillips for new exterior alterations at 204 Walnut Street.

Recommended Action:

1. Hold a public hearing
2. Motion to approve amendment to COA-2023-07 for new exterior alterations at 204 Walnut Street based on the standards provided.

b. Staff Approval Report

Presenter: Rebecca Brehmer, Projects/Planning Coordinator, CFM, CZO

c. Historic District Stakeholder Survey Discussion

Presenter: Rebecca Brehmer, Projects/Planning Coordinator, CFM, CZO

During the regular October SHPC meeting, staff was directed to coordinate with board member, Ed Binanay, to update the previously used Historic District Stakeholder Survey and create an outreach plan to allow the community to participate in the survey.

Recommended Action: Please review and discuss updated survey and direct staff on next steps/timeline on releasing survey to the community.

d. Text Amendment to Massing Standards in the Historic District

Presenter: Andrea Correll, Planner - AICP

At the board's regular October meeting, a request was made to amend the massing standards to exclude small additions or projects. Staff has prepared a draft text amendment to the Unified Development Ordinance for review.

Recommended Action: Make a motion to recommend amending Appendix III Section 11.1 New Construction Standards to the Unified Development Ordinance and forward those recommended changes to the Planning Board for their review.

e. **Text Amendment related to Landscape Standards in the Historic District**
Presenter: Andrea Correll, AICP, Planner

Following review of landscape standards in Historic Districts, staff has prepared a draft text amendment to the Unified Development Ordinance for review.

Recommended Action: Make a motion to recommend adding historic landscape standards to the Unified Development Ordinance and forward those recommended changes to the Planning Board for their review.

III. Chairman/Board Thoughts/Staff Comments

IV. Public Comments

V. Adjournment