



Historic Preservation Commission Agenda

Town of Swansboro

Tuesday, February 20, 2024

I. Call to Order

II. Approval of Minutes

- a. August 15, 2023 Regular Meeting Minutes
- b. September 19, 2023 Regular Meeting Minutes

III. New Business

a. Election of Chair, Vice-Chair, and Historic Commission Representative (Planning Board)

b. Certificate of Appropriateness/ 209 Water Street

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

The owner of 209 Water Street, also known as the Jesse Moore house, has requested the construction of a 5' x 104.6' wooden pier with a hog slat walkway, a 9' x 20.5' platform, as well as set pilings for a future boat lift. The house is zoned R6SF and is a noncontributing structure to the Historic District. The request appears to be consistent with Section 24 Docks, Piers, and Boardwalks.

Recommended Action:

1. Hold a public hearing
2. Approve COA-2024-01 for construction of pier at 209 Water Street and make a motion based on the standards provided.

c. Certificate of Appropriateness/ 224 Water Street

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

The owners of 224 Water Street, also known as the Bell House, have requested exterior alterations of the home. The house is zoned R6SF and is a contributing structure to the Historic District.

Recommended Action:

1. Hold a public hearing
2. Approve a COA-2024-02 for exterior updates/alterations at 224 Water Street and make a motion based on the standards provided.

d. Certificate of Appropriateness/ 212 Walnut Street

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

The owner of 212 Walnut Street has requested a major addition to the rear of the home. The house is zoned R6SF and is not a contributing structure to the Historic District.

Recommended Action:

1. Hold a public hearing
2. Approve COA-2024-03 for addition to home at 212 Walnut Street and make a motion based on the standards provided.

e. **Roof and Window Design Standards Discussion**

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

At the December 19th SHPC meeting, a motion was made to bring back the roof and window standards from our UDO, Appendix III Historic District Design Standards, for discussion on text amendments. In the past, it has been brought up to discuss including “terne roofs” and “clad windows” to our Historic District Design Standards.

Recommended Action: Hold a discussion on what is wanted in these standards, and if ready, make a formal motion to bring back a text amendment for Section 3: Roofs and Section 5: Windows and Doors.

f. **SHPC Funding Request Discussion**

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

At the December 19th meeting, a motion was made to bring back an agenda item on what budget options are available. It is important to note that any funding requests need to have specific details outlined. The SHPC will need to determine their specific funding request that would then be reviewed by town staff to verify legal conformity and/or avenues for the funding. This would need to be received soon to be included in the upcoming budget beginning on July 1, 2024.

Recommended Action: Hold a discussion on funding requests and make a detailed outline to submit to staff.

g. **Minor Work/Staff Approval Application Report: Dec.-Feb. 2024**

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

IV. Chairman/Board Thoughts/Staff Comments

V. Public Comments

VI. Adjournment