



Historic Preservation Commission Agenda

Town of Swansboro

Tuesday, April 16, 2024

I. Call to Order

II. Business

a. Certificate of Appropriateness/ 204 Moore Street

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

The owner of 204 Moore Street has requested the demolition of the existing metal car port and the construction of a new wooden one in the same location. The new car port will be approximately 16' tall with a pitched roof and will be constructed with 4 wooden posts connected to a concrete pad. The roof and siding material will be consistent with what is found on the home. The new car port will primarily be used for a covered outdoor seating area, not parking. This home is zoned B2 and is a non-contributing structure to the Historic District. This request appears to be consistent with Section 11 New Construction.

Recommended Action:

1. Hold a public hearing
2. Approve COA-2024-04 for demolition and construction of car port at 204 Moore Street and make a motion based on the standards provided.

b. Certificate of Appropriateness Amendment COA-2024-02 - 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 an additional exterior alteration to the home. This is an amendment to the previously heard COA application at the February 20, 2024, SHPC meeting. The house is zoned R6SF and is a contributing structure to the Historic District.

Recommended Action:

1. Hold a public hearing
2. Approve or deny amended COA-2024-02 for updated exterior alterations at 224 Water and make a motion based on the standards provided.

c. Discussion of Thirsty Mullet Staff Approval Application

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

The new tenants of 208 Main Street, "Thirsty Mullet Taproom", have submitted a Staff Approval Application for the addition of outdoor patio/seating space in the front and rear of the building, as well as to plant privacy screenings for adjacent residential properties.

Recommended Action: Provide guidance to Staff to approve or deny of Staff Approval Application for 208 Main Street based on the standards provided.

- d. Minor Work/Staff Approval Application Report: March- April 2024**
Presenter: Rebecca Brehmer, Projects/Planning Coordinator, CFM, CZO

III. Chairman/Board Thoughts/Staff Comments

IV. Public Comments

V. Adjournment



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Certificate of Appropriateness/ 204 Moore Street**

Board Meeting Date: **April 16, 2024**

Prepared By: **Rebecca Brehmer, Projects/Planning Coordinator, CFM, CZO**

Overview: The owner of 204 Moore Street has requested the demolition of the existing metal car port and the construction of a new wooden one in the same location. The new car port will be approximately 16’ tall with a pitched roof and will be constructed with 4 wooden posts connected to a concrete pad. The roof and siding material will be consistent with what is found on the home. The new car port will primarily be used for a covered outdoor seating area, not parking. This home is zoned B2 and is a non-contributing structure to the Historic District. This request appears to be consistent with Section 11 New Construction.

Background Attachment(s):

- 1. COA-2024-04 Application
- 2. Section 11 New Construction
- 3. Aerial Location Map

Recommended Action:

- 1. Hold a public hearing
- 2. Approve COA-2024-04 for demolition and construction of car port at 204 Moore Street and make a motion based on the standards provided.

Action: _____



SWANSBORO HISTORIC PRESERVATION COMMISSION CERTIFICATE OF APPROPRIATENESS

Application # COA-2024-04

I Hereby apply to the Swansboro Historic Preservation Commission for a Certificate of Appropriateness (COA) for the structure, project, or proposed restoration, modification or change one the following property located within the Historic District:

NAME: Rhonda Foy

MAILING ADDRESS: 204 Moore St., Swansboro NC 28584

ADDRESS OF AFFECTED PROPERTY: SAME

PHONE NUMBERS: (Home) 919-738-7797 (Work) Rfoyl47@gmail.com

Indicate if you need a pre-application review: Yes No

(Note: A pre-application review is required for all projects exceeding a cost of \$10,000 and/or involving new construction projects with a minimum square footage of 1,000 sq. ft. or addition of 500 sq. ft.)

INSTRUCTIONS:

1) Each application must include a written property description. In the space provided or on additional sheets, describe the nature and extent of the proposed work to include a listing of materials and dimensions. Provide sufficient detail to allow the Swansboro Historic Preservation Commission (SHPC) to make an informed decision regarding appropriateness.

2) For each specific type of activity, attach the following materials: (check the applicable category)

EXTERIOR ALTERATION: Photograph(s) and sketch(es) showing existing conditions and proposed changes for each effected area.

NEW CONSTRUCTION/ADDITIONS: a) Plot plan showing all new construction on proposed site; b) preliminary or final drawings showing proposed design of new construction or new addition (elevations required); c) descriptions, samples, and specifications indicating materials and textures used on exterior construction; d) statement by owner of how proposed new construction meets the intent of the SHPC design guidelines for projects involving new buildings with more than 1,000 sq. ft. or addition of 500 sq. ft.; and e) deed of property; f) Massing Study sealed by engineer or architect (find details in Appendix III Section 11 New Construction of the Town Unified Development Ordinance).

MOVING / DEMOLITION: a) Photographs of building to be moved or demolished (including photos of all elevations and a streetscape); b) written description of reason for move or demolition; and c) for moving requests, a photograph of proposed site for relocated building and a plot plan showing exact building location with pertinent dimensions.

ALL SKETCHES, DRAWINGS, COLOR CHIPS, ETC. MUST BE SUBMITTED IN MULTIPLES OF TWELVE (12) and "8 1/2 x 11" SIZE PAPER IS PREFERRED.

PROJECT DESCRIPTION (Attach additional sheets if necessary):

New Construction Carport & Removal of Existing Metal Carport -

The applicant(s) and/or his/her representative(s) are required to appear before the Swansboro Historic Preservation Commission to present, discuss and clarify the application the night of the meeting. If the applicant is not the owner of the property a written statement by the owner is required prior to the meeting for the applicant to pursue the COA.

Any applicant(s) requiring a "CAMA" permit, must submit the approved CAMA application with CAMA official(s) signature(s), prior to the review of the COA by the Swansboro Historic Preservation Commission.

All applications become the property of the Swansboro Historic Preservation Commission for the Town of Swansboro. This application shall be completed and returned to the Code Enforcement Department at least seventeen (17) days before the Swansboro Historic Preservation Commission meeting at which the application may be considered.

It is the policy of the Swansboro Historic Preservation Commission that the board shall act as one body. Accordingly, individual members should not give personal opinions on applications submitted to the Swansboro Historic Preservation Commission, and no such individual opinion shall bind the SHPC in any way.

Signature of Applicant [Handwritten Signature]

Date 3-4-24

STAFF USE ONLY

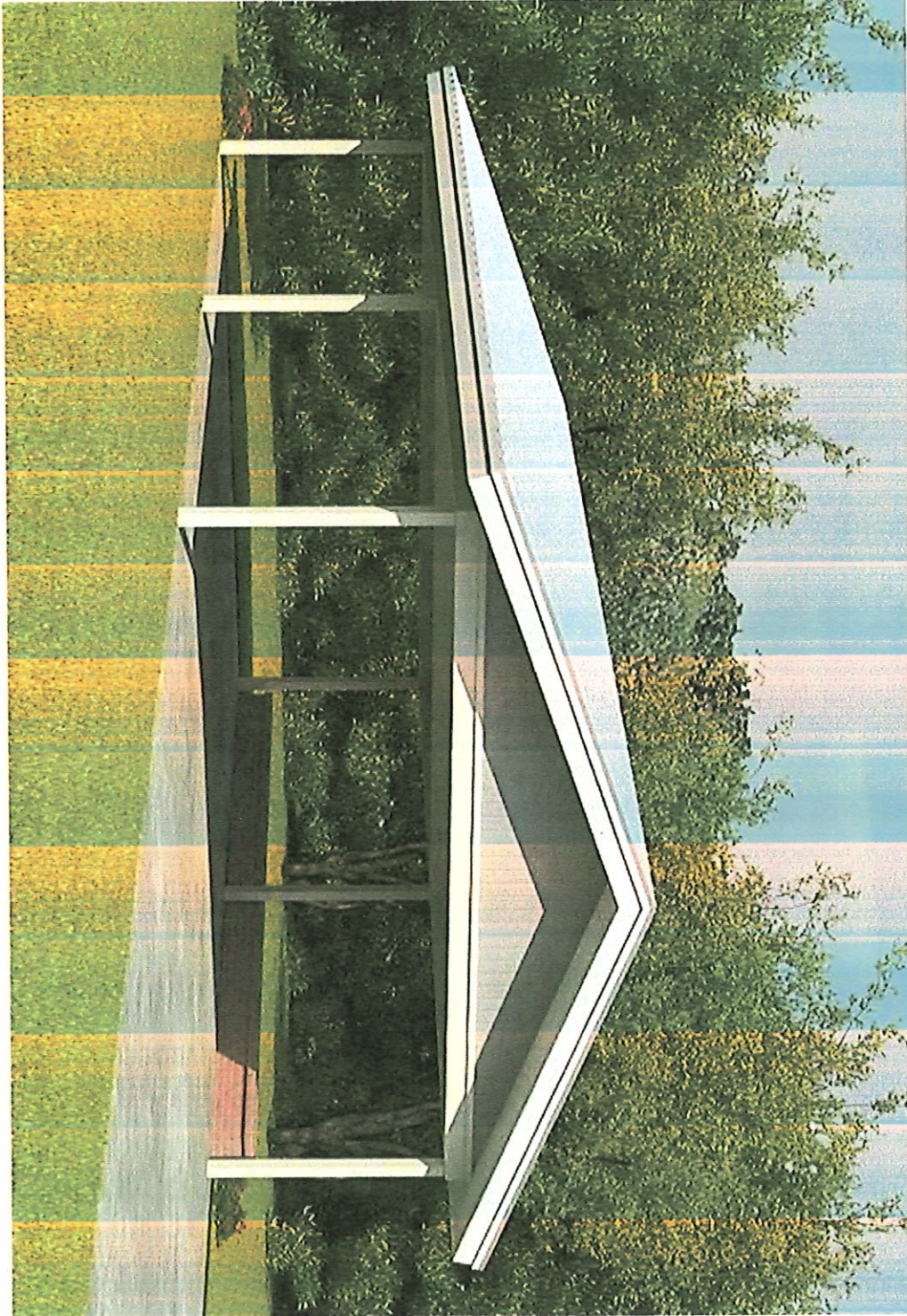
Application received by: [Blank] Date: 3/4/24

Application reviewed with applicant by: [Handwritten Signature] Date: [Blank]

How: In person [checked] By Phone [Blank]

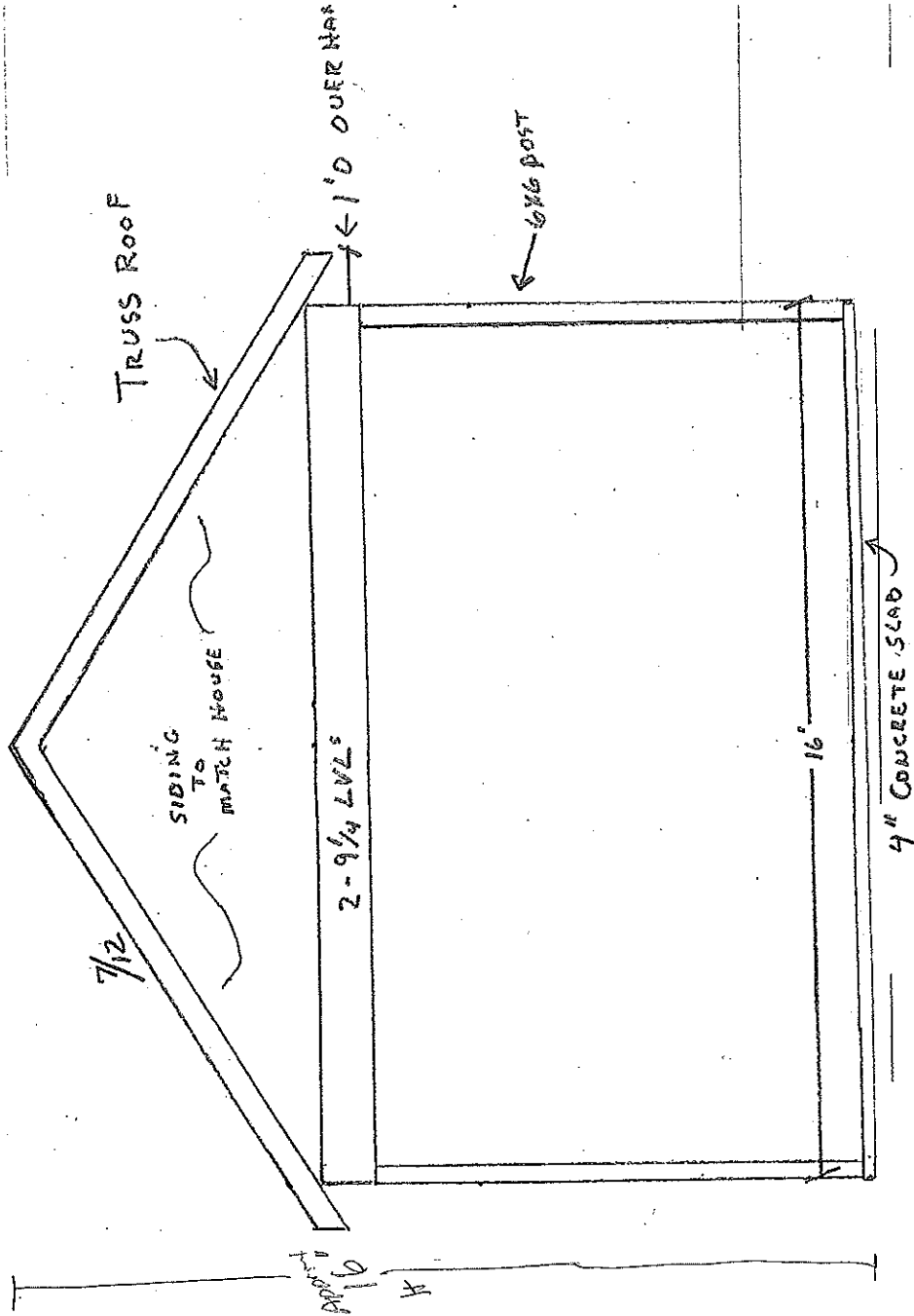
Fee Paid: \$200 Receipt Number: 200009506

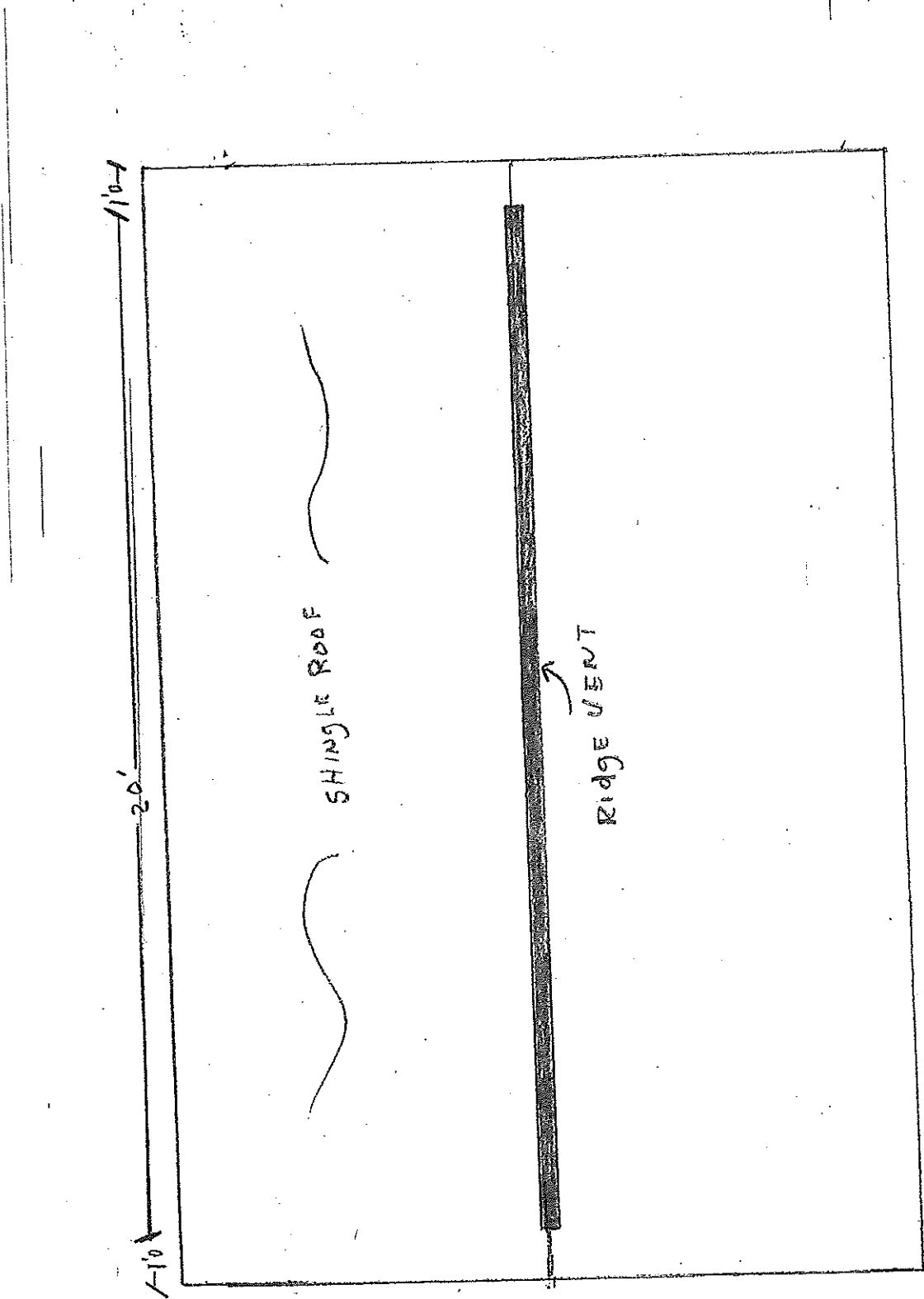
Comments: consistent with Section II New Construction



Item II - a.







RIDGE VENT

SHINGLE ROOF

1'-10" OVER.

6x6 post

6'8"

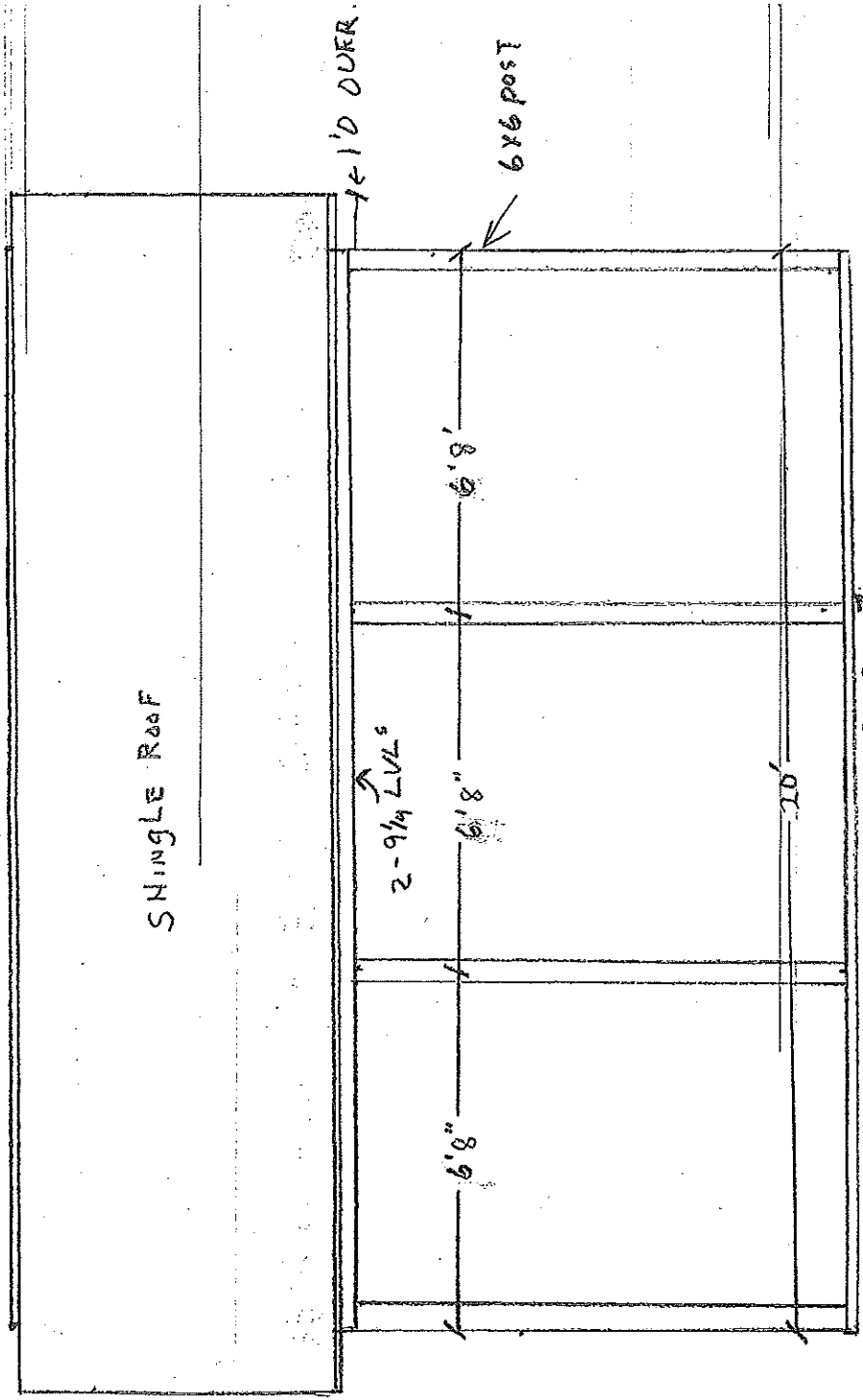
2-9/16" LVL'S

6'8"

6'8"

10'

4" CONCRETE SLAB



SECTION 11 NEW CONSTRUCTION.

It is the intent of these regulations to assure that new construction, including additions to existing improvements, is congruous with the special character of the district. In considering new construction, the Commission and/or the Planner shall direct design that it is harmonious with the character of the district. If a small outbuilding is 150 square feet or less or an addition of a home is a 250 square feet or less a massing study is not required.

Consultation with the Swansboro Historic Preservation Commission in the early stages of a new construction project to become familiar with its procedures and aspects of design is recommended.

Massing studies enable graphic analysis of the shape, form, size and building envelope of proposed new construction. The massing study provides the applicant with a way to document the proposed building height and scale, and other elements of the proposed construction as they relate to nearby existing buildings, especially in the block.

MASSING STUDY

1) Engage a state-licensed architect or engineer to prepare a massing study. This massing study shall include an existing conditions plan (including, but not limited to, showing topography, any significant trees, and utilities,) and a proposed condition site plan. Plans shall be prepared with a scale of 1 inch = 20 feet or of a size easily reviewed by staff and the Swansboro Historic Commission.

SITE PLACEMENT

- 2) Maintain a similar front, side, and rear yard setback to other contributing and non-contributing buildings on the block and/or side of the street.
- 3) Orient the building's front entrance similar to other contributing and non-contributing structures on the block and/or side of the street. Use architectural elements such as porches to define new entrances.
- 4) Maintain the pattern of building separation and lot coverage that is found on the block and/or side of the street.
- 5) Place outbuildings and accessory structures in rear yards. Avoid locations that obscure the principal building's prominent architectural features or significant site features.
- 6) Make the proposed landscaping, groundcover, and any pavement treatment for the site compatible with surrounding properties on the block and in the historic district.
- 7) Minimize ground disturbance during new construction to avoid unnecessary damage to unknown archaeological resources.

BUILDING HEIGHT/SCALE

8) Maintain a building height that is consistent with the height of contributing buildings found on the block or side of the street. Residential buildings traditionally range from one to two and one-half stories in height, while commercial buildings range in height from one to four stories.

9) Make the scale (the relationship of a building's mass and details to a human being) of the proposed building compatible with the scale of other contributing structures in the historic district. This relationship to building mass should include nearby buildings in the block and adjoining open space.

10) 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 in the historic district.

11) Use windows and doors in new construction that are compatible in proportion, shape, location, pattern, and size with windows and doors of contributing buildings in the historic district.

MATERIALS

12) Keep the siding and trim material of the proposed building consistent with materials traditionally used on the immediate block and in the historic district. This includes the physical elements of the building, such as stone or wood walls, brick, fencing, landscaping mass, building facades and other elements, or combinations thereof.

13) The use of synthetic products such as vinyl siding and other modern day products marketed to imitate traditional building materials are permitted but not encouraged.

14) 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

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

16) Avoid exact replications of historic buildings and their architectural elements. Such efforts may provide a false sense of history by confusing the age of a "new" building.

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

TEXTURE

18) Create in new construction a similar degree of texture that is found in contributing buildings in the historic district. However, concentrate on the ability to blend rather than duplication. Texture is the relief on a building surface that is achieved through the use and interaction of a variety of building materials and shapes. Materials such as weatherboard

siding, decorative fish-scale shingles, and beaded 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.

- 19) Use traditional building materials in traditional locations to achieve texture.

COLOR

- 20) Choose exterior colors for new construction that will blend and work with the surrounding buildings and area.

FORM AND RHYTHM

- 21) Design new construction that reflects the basic shapes and forms found on the block and in the historic district.

- 22) Maintain a consistency in roof shape between new construction and the contributing structures found on the block and/or side of the street. Roof forms commonly found in the historic district include gable varieties with an average pitch of 7/12 or greater, hipped roofs in the residential areas, and flat roofed buildings in the late 19th and early 20th century commercial downtown with storefront facades.

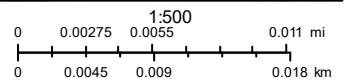
- 23) Maintain similar percentages and patterns of window and door openings. Openings which vary considerably from the established patterns found on the block in which the new construction is placed will tend to have a disruptive effect on the desired harmony of the streetscape.

- 24) Create form and rhythm in new construction through the use of architectural elements and details. Study neighboring historic structures on the block to see if a consistent treatment of elements exists and emulate this pattern in the new construction. However, limit the amount in which one new building emulates a contributing building unless the building is a reproduction of an existing contributing building from the Town’s Historic District. In which case, a key stone should be imbedded in the foundation to identify when the new building was built.

(Ord. 2005-03, passed 3-15-2005; Am. Ord. 2021-03, passed 5-24-2021; Am. Ord. 2023-02, passed 1-23-2023)



April 9, 2024



WARNING: THIS IS NOT A SURVEY.
This map is prepared for the inventory of real property found within this jurisdiction, and is compiled from recorded deeds, plats, and other public records and data. Users of this map are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information contained on this map. The County and mapping company assume no legal responsibility for the information contained on this map.



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Certificate of Appropriateness Amendment COA-2024-02 - 224 Water Street**

Board Meeting Date: **April 16, 2024**

Prepared By: **Rebecca Brehmer, Projects/Planning Coordinator, CFM, CZO**

Overview: The owners of 224 Water Street, also known as the Bell House, have requested an additional exterior alteration to the home. This is an amendment to the previously heard COA application at the February 20, 2024, SHPC meeting. The house is zoned R6SF and is a contributing structure to the Historic District.

Previously, the applicants requested and were approved for multiple exterior alterations such as adding the color “white truffle” to the color palette, removal and replacement of rotten porch pickets and rails to be replaced in-kind, construction of brick steps to the front porch, and construction of an overhang over the side door of the home. They are returning with a request to amend the COA to add the removal of the front door, which has significant wood rot, and replace it with a new solid wood door with window cutouts. It is important to note that due to the extent of the rot on the old door and safety issues with securing the house, the new door was already installed for temporary purposes until the historic board could review the amended COA application. The section to reference from our Historic District Design Standards for this request is Section 5 Windows and Doors.

Background Attachment(s):

- 1. Amended COA-2024-02 Application
- 2. Section 5 Windows and Doors
- 3. Aerial Location Map
- 4. National Register Description of the home

Recommended Action:

- 1. Hold a public hearing
- 2. Approve or deny amended COA-2024-02 for updated exterior alterations at 224 Water and make a motion based on the standards provided.

Action: _____



SWANSBORO HISTORIC PRESERVATION COMMISSION CERTIFICATE OF APPROPRIATENESS

Application # COA-2024-02

I Hereby apply to the Swansboro Historic Preservation Commission for a Certificate of Appropriateness (COA) for the structure, project, or proposed restoration, modification or change one the following property located within the Historic District:

NAME: Marty and Harriette Proctor

MAILING ADDRESS: P.O. Box 481 Swansboro NC

ADDRESS OF AFFECTED PROPERTY: 224 Water St. Swansboro

PHONE NUMBERS: (Home) 910-358-2518 (cell) (Work) 910-358-3453

Indicate if you need a pre-application review: Yes No

(Note: A pre-application review is required for all projects exceeding a cost of \$10,000 and/or involving new construction projects with a minimum square footage of 1,000 sq. ft. or addition of 500 sq. ft.)

INSTRUCTIONS:

1) Each application must include a written property description. In the space provided or on additional sheets, describe the nature and extent of the proposed work to include a listing of materials and dimensions. Provide sufficient detail to allow the Swansboro Historic Preservation Commission (SHPC) to make an informed decision regarding appropriateness.

2) For each specific type of activity, attach the following materials: (check the applicable category)

EXTERIOR ALTERATION: Photograph(s) and sketch(es) showing existing conditions and proposed changes for each effected area.

NEW CONSTRUCTION/ADDITIONS: a) Plot plan showing all new construction on proposed site; b) preliminary or final drawings showing proposed design of new construction or new addition (elevations required); c) descriptions, samples, and specifications indicating materials and textures used on exterior construction; d) statement by owner of how proposed new construction meets the intent of the SHPC design guidelines for projects involving new buildings with more than 1,000 sq. ft. or addition of 500 sq. ft.; and e) deed of property; f) Massing Study sealed by engineer or architect (find details in Appendix III Section 11 New Construction of the Town Unified Development Ordinance).

MOVING / DEMOLITION: a) Photographs of building to be moved or demolished (including photos of all elevations and a streetscape); b) written description of reason for move or demolition; and c) for moving requests, a photograph of proposed site for relocated building and a plot plan showing exact building location with pertinent dimensions.

ALL SKETCHES, DRAWINGS, COLOR CHIPS, ETC. MUST BE SUBMITTED IN MULTIPLES OF TWELVE (12) and "8 1/2 x 11" SIZE PAPER IS PREFERRED.

PROJECT DESCRIPTION (Attach additional sheets if necessary):

See attached

The applicant(s) and/or his/her representative(s) are required to appear before the Swansboro Historic Preservation Commission to present, discuss and clarify the application the night of the meeting. If the applicant is not the owner of the property a written statement by the owner is required prior to the meeting for the applicant to pursue the COA.

Any applicant(s) requiring a "CAMA" permit, must submit the approved CAMA application with CAMA official(s) signature(s), prior to the review of the COA by the Swansboro Historic Preservation Commission.

All applications become the property of the Swansboro Historic Preservation Commission for the Town of Swansboro. This application shall be completed and returned to the Code Enforcement Department at least seventeen (17) days before the Swansboro Historic Preservation Commission meeting at which the application may be considered.

It is the policy of the Swansboro Historic Preservation Commission that the board shall act as one body. Accordingly, individual members should not give personal opinions on applications submitted to the Swansboro Historic Preservation Commission, and no such individual opinion shall bind the SHPC in any way.

Signature of Applicant: Harriett A. Proctor Date: 1/31/24
amended Harriett A. Proctor Date: 3/7/24

STAFF USE ONLY
Application received by: Regina Ryan Date: 4/5/24
Application reviewed with applicant by: Rebecca Burton Date: 2/2/24

How: In person _____ By Phone _____

Fee Paid: \$200 Receipt Number: R00009250

Comments: R00009519 - amendment

Perch Steps: Existing are hazardous and there are missing/rotten boards. Proposed will consist of Block and Brick with an old/antique brick look. They will be 6' wide and tread will be to code.

Door: Proposed Solid Wood Door replicating doors from the late 1800's and early 1900's



Tap and Hold to Zoom



SECTION 5: WINDOWS AND DOORS.

5.1 Windows and Doors - Standards

- 1) Retain and preserve historic windows and doors, including all significant related elements such as frames, sashes, shutters, hardware, old glass, sills, and moldings.
- 2) Repair existing historic windows and doors where possible, rather than replacing entire window or door units. Use techniques such as wood epoxies and wood patches to repair and strengthen deteriorated wood elements. Replace only those elements that cannot be repaired.
- 3) Use replacement windows and doors that match the existing historic elements as closely as possible. 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 and detailing as closely as possible.
- 4) Use storm windows to improve energy efficiency where needed. New storm units should have a baked-on paint finish compatible with the color of the house. Unpainted aluminum is not appropriate. Storm windows for double-hung sashes shall have horizontal dividers that are in alignment with the horizontal meeting rails or the original upper and lower sashes. Storm windows are usually a "minor works" item.
- 5) Replacement of historic windows and doors for the sole purpose of improved thermal performance is not appropriate. Storm windows and doors should be used.
- 6) Tinted glass is not appropriate in the historic district in any area visible from the public view. Energy-saving or "low-E" glass may be used only if it is not tinted.
- 7) False muntins or snap-in grilles are not appropriate for windows visible from public view. New thermal-pane windows must match the original windows in overall size and opening area. New windows should have either true divided lights or three-dimensional grilles on both the interior and exterior of the window. Standard thermal-pane windows will be permitted on the rear or other areas not visible from the public view. Existing original frames should be retained and reused with the addition of new siding tracks to hold the replacement sashes.
- 8) Use storm doors to improve energy efficiency where needed. New storm doors should be compatible with the original exterior doors and with the style and period of the structure. Wood storm doors of the full-view or large single-pane type are most appropriate because they do not obscure the original door. Louvered wood doors are also appropriate. Metal storm doors should be the full-view type and have a baked-on enamel paint finish in a color that is compatible with the colors of the structure. Standard or non-historic storm doors are appropriate only on the rear or other area not visible from public view. Screen doors should be appropriate for the period and style of the structure.
- 9) Preserve and repair original or historic shutters, or replace in-kind. It is appropriate to add louvered shutters to a historic structure if there is evidence that it once had blinds. All new shutters shall be of wood, and installed so that they will fit the window frame opening when closed and shall be of the correct proportions for each window. New blinds shall be provided with operable hardware, consisting of hinges, pintles, and holdbacks located in the appropriate position. Shutters made of synthetic or substitute materials, such as vinyl, are not appropriate.
- 10) Original or historic windows or doors and their related frames and trim shall not be altered or removed on the main facades visible from the public view unless this action is part of a documented restoration to an earlier appearance.
- 11) New windows and doors should not be added to the primary facades or front elevation, and are usually not appropriate on any other area seen from the public view. New window and door openings shall not alter the historic character of the building nor cause damage to historic materials or other

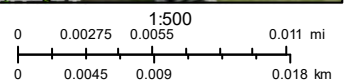
significant architectural features. They must be detailed and sized to be compatible with the ex
structure.

Item II - b.

(Ord. 2005-O3, passed 3-15-2005; Am. Ord. 2021-O3, passed 5-24-2021)



February 13, 2024



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United States Department of the Interior
National Park Service

National Register of Historic Places
Continuation Sheet Swansboro Historic District, Onslow County

Section number 7 Page 11

ON 890	C 55.	#220 ²	ca.1891	2	✓ <u>Thomas Merritt Sr. House</u> ; unusual four-bay I house with a two-tier front porch and two-room plan. This house may have been one-story in height originally.
ON 819	C 56.	#224	ca.1881	1	✓ <u>George E. Bell House</u> ; hip-roofed double pile house with front porch, decorative lintels over windows and doors, ballast stone chimney base. Bell was a fisherman and sailor.
	57.	Number Not Assigned			
		<u>Church Street (east side)</u>			
ON 896	N 58.	#106	ca.1960	1	✓ Brick ranch house.
ON 225	C 59.	#202	ca.1920	1½	✓ Gable-fronted bungalow with shed-roofed front porch.
ON 235	C 60.	#204	1890s	1	✓ <u>Calvin W. Buckmaster House</u> ; three-bay two-room plan house with shed-roofed front porch, ell with side porch. Buckmaster was a painter.
ON 237	C 61.	#204a	ca.1930	1	Shed.
	N 62.	#302	ca.1960	1	✓ House with vertical wooden siding.
ON 900	C 63.	#308	1901	2	✓ <u>Augustus Ward Pittman House</u> ; triple A I house with three-bay center-hall plan, one-story front porch and ell. Pittman served in the Coast Guard.
ON 240	C 64.	#408	ca.1930	1	✓ Gable-fronted bungalow with hip-roofed front porch.
ON 242	C 65.	#502	1928	1	✓ <u>Emmerton School</u> ; brick building in the form of a "U" with decorative brickwork, belfry, auditorium, and added front porches. Established by the Unitarians in the early 1920s, Emmerton School replaced an earlier frame schoolhouse. The building served as the Methodist Church in the 1930s and the auditorium served as the town's first cinema. Currently the building serves as the town hall.



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Discussion of Thirsty Mullet Staff Approval Application**

Board Meeting Date: **April 16, 2024**

Prepared By: **Rebecca Brehmer, Projects/Planning Coordinator, CFM, CZO**

Overview: The new tenants of 208 Main Street, “Thirsty Mullet Taproom”, have submitted a Staff Approval Application for the addition of outdoor patio/seating space in the front and rear of the building, as well as to plant privacy screenings for adjacent residential properties.

This building previously was the retail location for “Muttigans”, zoned B2HDO, and is a noncontributing structure to the Historic District. Staff are bringing this as a discussion item to the SHPC for guidance due to concerns expressed by one of the neighboring residential properties for noise and parking issues. It appears this request is consistent with Section 14 Fences and Walls as well as the Town’s noise and parking ordinance.

Background Attachment(s):

1. 208 Main Street Staff Approval Application
2. Section 14 Fences and Walls
3. Section § 92.01- § 92.06 Noise Ordinance
4. Section § 152.290- § 152.291 Off-Street Parking Standards

Recommended Action: Provide guidance to Staff to approve or deny of Staff Approval Application for 208 Main Street based on the standards provided.

Action: _____



SWANSBORO HISTORIC PRESERVATION COMMISSION STAFF APPROVAL REQUEST

I hereby apply to the Swansboro Town Planner for approval for the proposed minor exterior project, or normal maintenance for the following property located within the Historic District:

NAME: Thirsty Mullet Taproom

MAILING ADDRESS: 208 Main Street, Swansboro, NC

ADDRESS OF AFFECTED PROPERTY: SSM

PHONE NUMBERS: (Home) 804-921-6934 (Work) _____

Indicate if you need a pre-application review: Yes No

INSTRUCTIONS:

1) In the space provided or on additional sheets, describe the nature and extent of the proposed work to include a listing of materials and dimensions. Provide sufficient detail to allow the Town Planner to make an informed decision regarding appropriateness. If needed your request can be forwarded to the Historic Commission for consideration

- EXTERIOR PROJECTS:** Photograph(s) and sketch(es) showing existing conditions and proposed changes for each effected area.
- NORMAL MAINTENANCE:** Photograph(s) and sketch (es) showing existing conditions and proposed changes for each effected area.

PROJECT DESCRIPTION (Attach additional sheets if necessary):

① Outdoor seating

② Privacy screen between Thirsty Mullet and residential property next door

Troy Myers 4/8/24

Signature of Applicant Date

STAFF USE ONLY

Application received by: [Signature] Date: 4/9/24

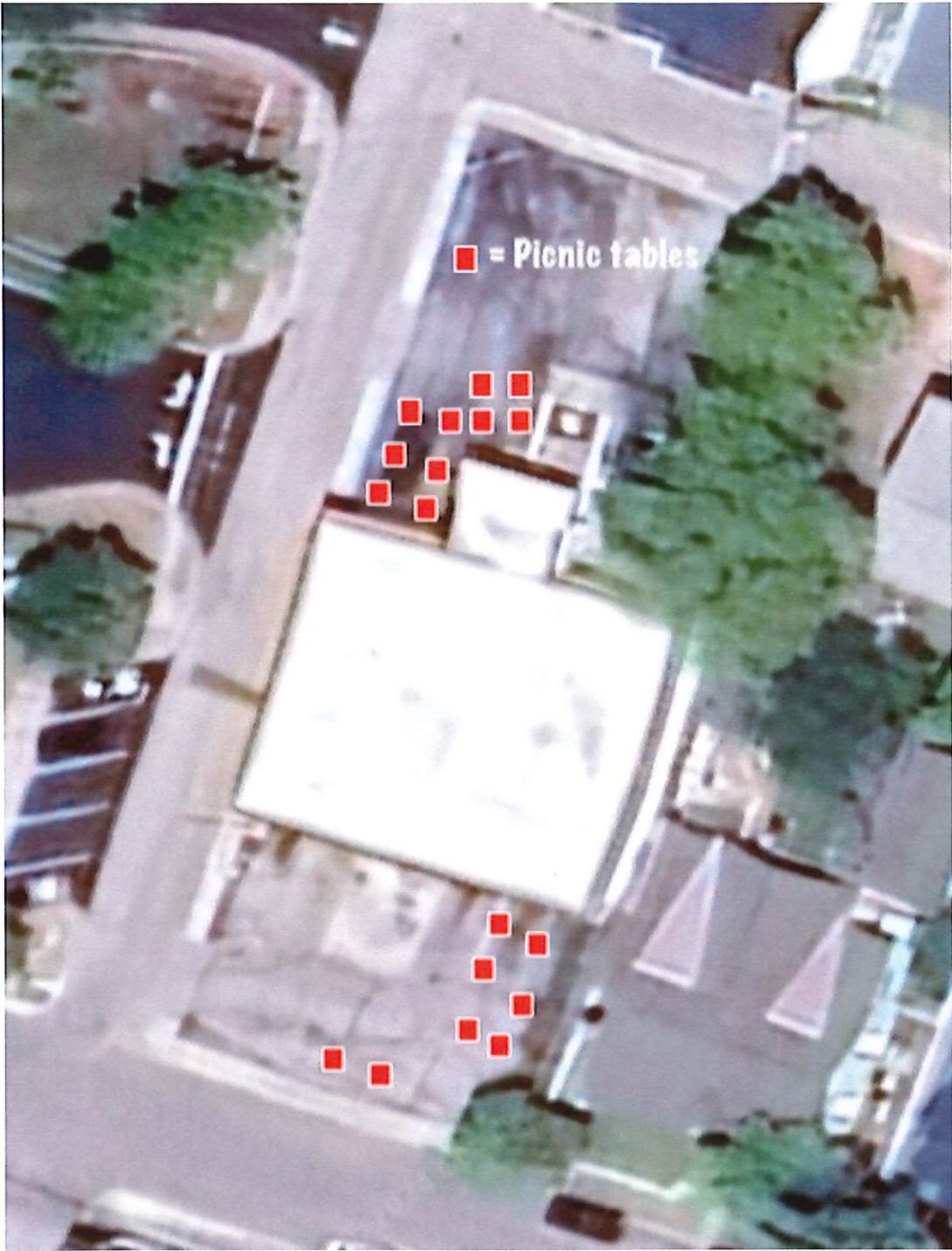
Application reviewed with applicant by: [Signature] Date: _____

How: In person By Phone Email

(If applicable) Fee Paid: N/A Receipt Number: N/A

Comments: _____

1. Outdoor seating:
 - a. Front parking lot facing Main Street (see attached diagram)
 - i. Approximately 8-10 picnic tables with umbrellas for shade.
 1. Parking lot is 65 ft x 45 ft.
 2. We would maintain at least 3 of the parking spaces including the handicapped spot.
 3. We would like to put well maintained planter boxes around the seating area.
 - b. Rear parking lot (see attached diagram)
 - i. Approximately 10-12 picnic tables with umbrellas for shade to the right of the delivery dock.
 1. Parking lot in 75 ft x 68 ft
 2. We would maintain a significant amount of parking as the tables would be nearer the building.
 3. Well maintained planter boxes around the seating area
 - c. Two seating areas under the overhang on front of building.
 - i. Bar height table with several chairs.
 - ii. Will not impede the buildings sidewalk or entrances/exits.
2. Privacy screening from residential home next to the Taproom (see attached diagrams)
 - a. We believe the best option would an attractive and functional barrier would be a row of hedge planting as physical and noise barrier for both the residents as well as the patrons.
 - b. The area is the right property line (see attached diagram).
 - c. There is a narrow planting bed that we believe would accommodate Arborvitae and create a dense tall hedge.
 - i. Can be maintained at desired height.
 - ii. It would not impact the current resident's fence or landscape.







Hedge plantings





14.1 Fences and Walls - Standards

- 1) Preserve and maintain historic fences and walls.
- 2) Preserve and maintain all historic features and details of fences and walls, including gates, decorative pickets, posts, pillars, steps, and other elements that contribute to the character of historic fences and walls.
- 3) Retain and preserve historic fence and wall material wherever possible. If replacement is necessary, use new material that matches the historic material in composition, size, shape, color, pattern, and texture.
- 4) Design new fences that are compatible with the associated building, site, and streetscape in height, proportion, scale, color, texture, material, and design. Synthetic fence materials, such as vinyl, are not appropriate in the historic district.
- 5) Fences shall not exceed a height of four 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 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. Any fence that meets a structure should join the building at an architectural feature on the structure, such as a cornerboard, break, or other appropriate junction point.
- 6) Historic retaining walls should be preserved. New low walls are appropriate only where a sharp change in grade exists, and shall not exceed a height of two feet. Such walls should be constructed of brick or concrete block covered with a true sand-finish stucco.
- 7) The use of false historical details or other non-original architectural embellishments on existing fences is not appropriate.
- 8) Contemporary or utilitarian fence materials are not appropriate for fences in the public view. Inappropriate materials include: plastic, vinyl, chain link, wire, and all other modern materials. The use of modern fencing is permitted for rear yards only, in areas not seen from the public view, using vinyl-coated chain link (dark green or black), standard chain link, or heavy wire ("hog wire"). Use plantings such as ivy, climbing roses, jasmine, or other vines to hide wire fences.
- 9) Use a combination of fences and plantings to screen parking lots. To provide adequate visibility for drivers entering and leaving, the fence should not exceed a height of three (3) feet at the street/sidewalk edge. (See the Off-Street Parking guidelines for more details, § 152.296(H), Swansboro Unified Development Ordinance.)

(Ord. 2005-O3, passed 3-15-2005; Am. Ord. 2021-O3, passed 5-24-2021)

§ 92.01 NOISE CONTROL.

(A) It shall be unlawful for any person, firm or corporation to create or assist in creating any unreasonably loud, disturbing sound levels in the town, taking into consideration volume, duration, frequency and other characteristics of the sound. For the purposes of this section, a noise disturbance shall be presumed to exist where the sound or noise caused by any activity described herein is plainly audible within any occupied structure not the source of the sound or noise, such that a reasonably prudent person would recognize as likely to unreasonably disturb persons in the vicinity.

(B) The following activities are hereby declared to be unreasonably loud, disturbing sound levels; this enumeration shall be deemed to be illustrative and shall not be deemed to be exclusive:

(1) *General prohibitions.* It shall be unlawful to create, cause, or allow the continuance of any unreasonably loud, disturbing, or frightening noise, which substantially interferes with neighboring businesses and/or residents' reasonable use and enjoyment of their properties and plainly audible from any distance from the property on which the sound originates.

(2) *Instruments; sound amplifiers.* The playing of any musical instrument or electronic sound amplification equipment including any reverberation caused by such instruments are prohibited during the hours between 11:00 p.m. and 7:00 a.m. on Friday and Saturday except legal holidays and between 9:00 p.m. and 7:00 a.m. Sunday through Thursday except legal holidays.

(3) *Garbage disposal.* The dumping or emptying of garbage contains into garbage trucks; operating exterior mechanical trash compactor; or placing or removing of garbage containers with motor vehicles shall be prohibited between the hours of 9:00 p.m. and 7:00 a.m.

(4) *Horns and signaling devices.* The intentional sounding of any horn or signaling device of a motor vehicle on any street, public right-of-way or public place of the town.

(5) *Animals.* The keeping of any animal or bird which makes frequent or long, continued sounds that would unreasonably disturb persons of ordinary and reasonable sensibilities in the vicinity.

(6) *Construction activities.* The erection (including excavation), repair, assembly, alteration, landscaping or demolition of any building in a residential or business district and use of any power equipment from other than between the hours of sunset to 7:00 a.m., except in the case of emergency work or urgent necessity in the interest of public safety.

(7) *Vehicles.* The use of any automobile, motorcycle or vehicle so out of repair, or in such a condition as to create unreasonably loud, disturbing sounds.

(8) *Garages.* The operating of any garage or service station in any residential area so as to cause unreasonably loud, disturbing sounds to be emitted on any day.

(9) *Explosives.* The use of firing of explosives, firearms, fireworks, or similar devices which create an explosive sound.

(10) *Power equipment.* Operating or permitting the operation of any power saw, sander, drill, grinder, leaf blower, lawn mower, or other garden equipment, or tools of a similar nature, outdoors from sunset until 7:00 a.m.

(11) *Specific locations.* The creation of unreasonably loud, disturbing sound levels adjacent to any school, educational facility, church or court during normal operating hours or adjacent to any hospital which a person of ordinary and reasonable sensibilities would recognize as likely to unreasonably interfere with the working of such institutions; provided that, conspicuous signs are displayed indicating that such area is a school, educational facility, church, court or hospital area.

(C) *Scope.* This subchapter shall apply to all sound, vibration and noise originating within the corporate limits of the town. Nothing in this subchapter shall be construed to limit or prevent the town or any person from pursuing any other legal remedies for damages or the abatement of noises in the town.

(OC, § 8-6-1) (Am. Ord. passed 12-17-96; Am. Ord. 2019-O2, passed 2-12-19) Penalty, see § 10.99

§ 92.02 PURPOSE OF NOISE CONTROL.

(A) It is recognized that excessive and unnecessary noise endangers the physical and emotional health and welfare of the people, interferes with legitimate business and recreational activity, increases construction costs, depresses property values, offends the senses, creates public nuisances and in other respects reduces the quality of life.

(B) Furthermore, control of excessive and unnecessary noise that may jeopardize human health or welfare or substantially degrade the quality of life is well within the purview of the town police powers, it is declared to be the purpose of this subchapter to prevent, prohibit and provide for the control and abatement of excessive and unnecessary noise which may injure the physical and emotional health or welfare of its citizens or degrade the quality of life.

(Ord. 2019-O2, passed 2-12-19)

§ 92.03 NOISE DEFINITIONS.

(A) For the purpose of §§92.01 through 92.06 (which sections are referred to herein as "this subchapter"), the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AMPLIFIED SOUND. Any sound or noise, including the human voice that is increased in volume or intensity by of electrical power.

BASS. Sound considered at the lower half of the whole vocal or instrumental tonal range; vocal or instrumental that produces a very deep sound.

CONSTRUCTION. Erection, repair, assembly, alteration, landscaping or demolition of any building or buildings in sight.

DISTURBING. Noise which is perceived by a person of ordinary sensibilities as interrupting the normal peace and calm of the area.

EMERGENCY WORK. Any work performed for the purposes of preventing or alleviating physical trauma or property damage threatened or caused by an existing or imminent peril.

EVENT. A gathering of people for the purpose of recreation, entertainment, worship, fundraising, or cultural activity outdoors on a zoning lot, or other property, where amplified sound is emitted from the property.

NOISE. Any sound that is undesirable because it interferes with speech and hearing, or is intense enough to damage hearing, or is otherwise annoying. Any sound that is unwanted and/or unwanted sound not occurring in the natural environment and that causes or tends to cause an adverse psychological or physiological effect on human beings. Noise can also be one or a group of loud, harsh, non-harmonious sounds or vibrations that are present and irritating to the ear and any undesired plainly audible sound.

NOISE IMPACT. The extent to which a level of noise interferes with the full utilization of land.

NOISE POLLUTION. Continuous or episodic excessive noise in the human environment; any sound which endangers or injures the safety or health of human beings or annoys or is objectionable to a reasonable person of normal sensitivity.

NOISE SOURCE. The activity responsible for the noise in question or noise which in fact exceeds [said] standards.

PERSON. Any individual, association, firm, partnership or corporation.

PERSON RESPONSIBLE. An owner, occupant, employee, agent or any other person who is or appears to be responsible for a premises, dwelling, or business or a noise-producing machine or device.

PUBLIC RIGHT-OF-WAY. Any street, avenue, boulevard, road, highway, sidewalk, alley or easement that is owned, leased, or controlled by a governmental entity.

PUBLIC PLACE. Any public way, park, cemetery or open space adjacent thereto; any public lake or stream; and any place or business open to the use of the public in general, open to public view or to which the public has access.

OFFENDER. A person who commits an illegal act.

OUTDOOR AMPLIFIED SOUND. Any sound using sound amplifying equipment where such equipment is located outside of a residential or commercial structure or within such structures where it is obvious that the sound emitted from the amplifying equipment is intended to be transmitted to the outside through open doors or windows or other openings in the structure.

PLAINLY AUDIBLE. Able to be detected by a person using his or her unaided hearing faculties. As an example, if the sound source under investigation is a portable or personal vehicular sound amplification or reproduction device, the detection of the rhythmic bass component of the music is sufficient to verify plainly audible sound. The officer need not determine the title, specific words, or the artist performing the song. Simply, words or phrases need not be discernible and bass reverberations are included.

REVERBERATION. Created when a sound or signal is reflected causing a larger number of reflections to build up and then decay as the sound is absorbed by the surfaces of objects in the space which could include furniture, people and air.

SOUND AMPLIFYING EQUIPMENT. Any device for the amplification of the human voice, music, or any other sound, including televisions, electronic loud speakers, jukeboxes, stereos, compact disc players and radios.

UNNECESSARY NOISE. Any excessive or unusually loud sound which disturbs the peace and quiet of any neighborhood or which does annoy, disturb, injure or endanger the comfort, repose, health, peace or safety of any reasonable person of ordinary sensibilities or causes damage to property.

UNREASONABLY LOUD, DISTURBING OR EXCESSIVE NOISE. Noise which is substantially incompatible with the time and location where created to the extent that it creates an actual or imminent interference with peace or good order. Any sound which because of its volume, level, duration or character disturbs, discomforts, injures or endangers the health, peace or safety of a reasonable person with normal sensitivities.

(Ord. 2019-02, passed 2-12-19)

§ 92.04 NOISE EXCEPTIONS.

- (A) *Generally.* The following exceptions may be considered from the provisions of this chapter.
- (B) *Specifically.*

(1) Sound emanating from regularly scheduled outdoor athletic events on the campuses of local schools and/or permitted sport/local government recreation departments/athletic complexes;

(2) Construction activities from 7:00 a.m. to sunset for which building permits have been issued or for construction operations not requiring permits; provided that all equipment is operated with mufflers or other noise-reducing equipment as recommended by the equipment manufacturer's instructions;

(3) Noises of safety signals, warning devices, emergency pressure relief valves, and all church bells;

(4) Noises resulting from any authorized emergency vehicle when responding to any emergency call or acting in time of emergency;

(5) Any other noise resulting from activities of temporary duration permitted by law, and for which a license or permit has been granted by the town in accordance with this section. Regulations of noises emitting from operations under permit shall be according to the conditions and limits stated on the permit and consistent with this section;

(6) Unamplified and amplified sound at street festivals and parades, lawful picketing or other public demonstration protected by the U.S. Constitution or Federal law, or for which a local permit has been granted or sanctioned by the town pursuant to this section;

(7) All noises coming from the normal operations of properly equipped aircraft (but not scale model aircraft or other types of model flying aircraft);

(8) All noise coming from normal operation of motor vehicles properly equipped with the mufflers according to the motor vehicle manufacturer's specifications and in good working order;

(9) Noise from lawful fireworks and noisemakers on legal holidays and at religious ceremonies;

(10) Lawn mowers, agricultural equipment, and landscape maintenance equipment used between the hours of 7:00 a.m. and sunset when operated with mufflers or other noise-reducing equipment as recommended by the equipment manufacturer's instructions;

(11) Musical accompaniment or firearm discharge related to military ceremonies;

(12) Sound amplification equipment used in conjunction with telecommunications systems on business properties to notify employees of that business incoming phone calls, provided that this system be used only between the hours of 7:00 a.m. and 11:00 p.m. and that any speakers attached to the system be oriented toward the interior of the property;

(13) Emergency work necessary to restore property to a safe condition following a fire, accident or natural disaster, or to restore public utilities, or to protect persons or property from an imminent danger;

(14) Noises resulting from the provision of government services and military operations and exercise;

(15) Normal and customary sounds emanating from a non-recurring community event conducted by a governmental entity, school, church or similar noncommercial entity will not be considered noises or activities that violate this ordinance, so long as the event with which the noise is associated begins no earlier than 6:00 a.m. and ends no later than 10:00 p.m. For the purposes of this division, non-recurring shall refer to an event which occurs no more than four times during any calendar year. However, an event can lose its status as a community event under this section if multiple complaints from different sources are received about the noise level emanating from the event, and upon investigation, the police determine that the noise levels at the property boundary of the property upon which the event is conducted closest to the noise source, or with respect to events such as parades which utilize public right-of-way. If an event loses its status as a "community event" it shall no longer enjoy the presumption under this section that it does not violate the chapter.

(Ord. 2019-O2, passed 2-12-19)

§ 92.05 NOISE PERMITS.

(A) Persons wishing to engage in activities regulated by this chapter may do so when a specific permit is approved by the Chief of town Police Department or his designee. Applications shall be submitted on forms supplied by the town. The permit shall not be unreasonably withheld, and may contain appropriate conditions, including maximum decibel levels, designed to minimize the disruptive impact. Permits for such activities, significantly for religious or political purposes, shall be granted, subject only to reasonable time, place and manner restrictions. Permits issued under this section may specify that the permission granted will continue for a stated period or until revoked after actual notice. Persons shall not be held in violation of this section when acting in conformity with permit conditions, but any permit may be revoked if it is determined that the authorized activity has resulted in generation of unreasonably loud, disturbing sound levels.

(B) If any application under § 92.05 is denied, approved with conditions unacceptable to the applicant, or if any permit issued hereunder is revoked, the applicant or permit holder shall be entitled to a prompt, informal hearing with the Town Manager or his designee, upon submission of a written request. Any person aggrieved by a matter regulated in this section may submit to the Town Manager or his designee written comments, including requests for appropriate relief.

(Ord. 2019-O2, passed 2-12-19)

§ 92.06 NOISE PENALTY.

(A) Violation of any provision of this chapter shall be a misdemeanor as provided by G.S. § 14-4.

(B) (1) Any violation of this chapter and sections of this subchapter shall subject the offender to a civil penalty in the amount of \$300 for the first offense; \$400 for second offense; \$500 for third offense and any subsequent offense within the same 12-month period as the first offense.

(2) Each day's continuing violation shall be a separate and distinct offense.

(3) Notwithstanding division (B)(1) above, provisions of this section may be enforced through equitable remedies issued by a court of competent jurisdiction.

(4) In addition to or in lieu of remedies authorized in divisions (B)(1) through (B)(3) above, violations of this chapter may be prosecuted as a misdemeanor in accordance with G.S. § 160A-175.

(5) A property owner shall be liable for the cost of abating the nuisance or remedying the health or safety hazard created by a tenant for a third or subsequent violation of this chapter. A property owner shall be liable for the actual cost of abatement/remedy taking into account the cost of law enforcement personnel salaries, law enforcement equipment, administrative overhead, law enforcement recordkeeping, mailing and notification costs and other costs directly or indirectly attributable to the cost of abating the nuisance or remedying the health or safety hazard. In no case shall the cost assessed under this provision be less than \$100 for the third violation by the tenant (initial assessment of property owner), or less than \$75 for any subsequent assessment for the same-tenant violation. If costs assessed pursuant to this division (B) are not paid by the property owner within 30 days of receipt of a statement of costs from the town, the cost may be placed as a lien on the property the hazard existed.

(Ord. 2019-O2, passed 2-12-19)

§ 152.290 PURPOSE.

The purpose of these off-street parking and loading requirements is to relieve traffic congestion in the streets ; to minimize any detrimental effects of off-street parking and loading areas on adjacent properties; and to assure a proper and adequate development of off-street parking and loading areas throughout the area. The standards contained in this section are minimum standards and should not be regarded as optimum standards. The prudent property owner will generally provided considerably more off-street parking and loading spaces than these minimum requirements. These parking and loading standards shall be enforced within the Historical District only to that extent considered feasible by the Board of Adjustment .

(Ord. 2005-O3, passed 3-15-2005)

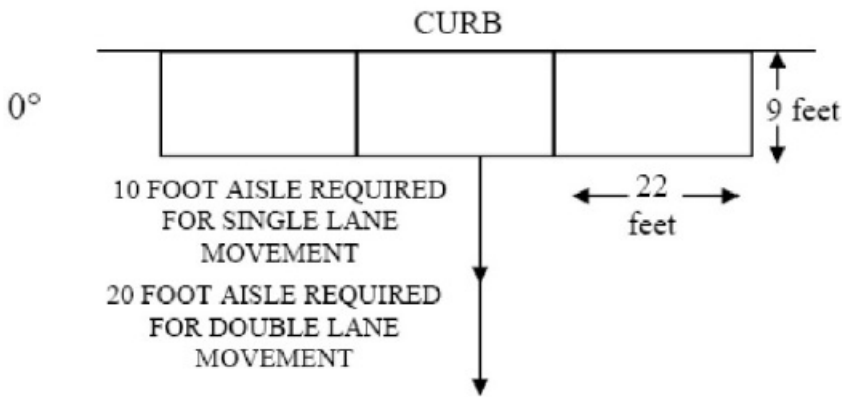
§ 152.291 GENERAL.

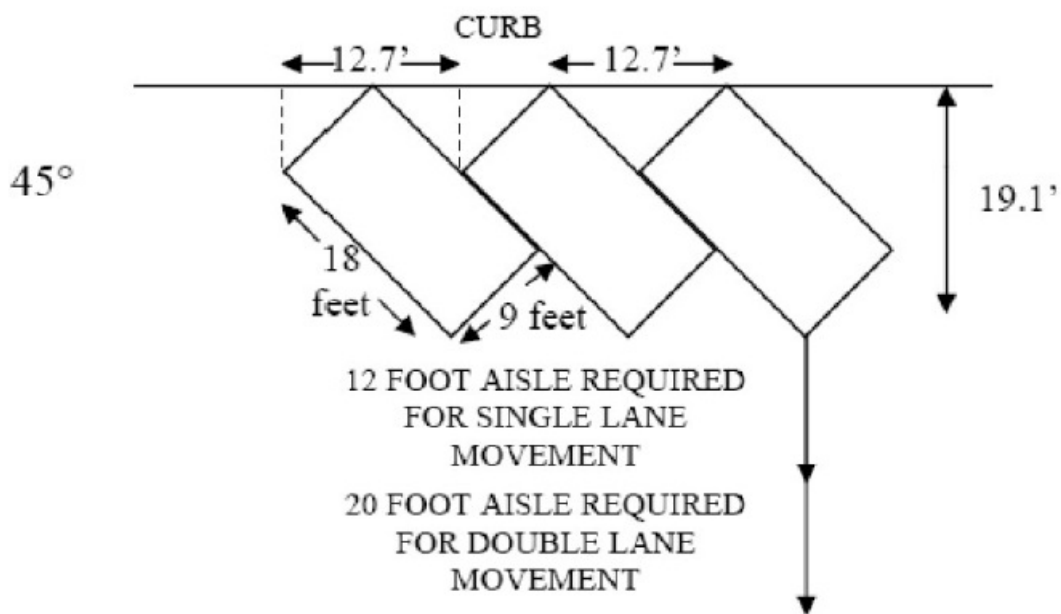
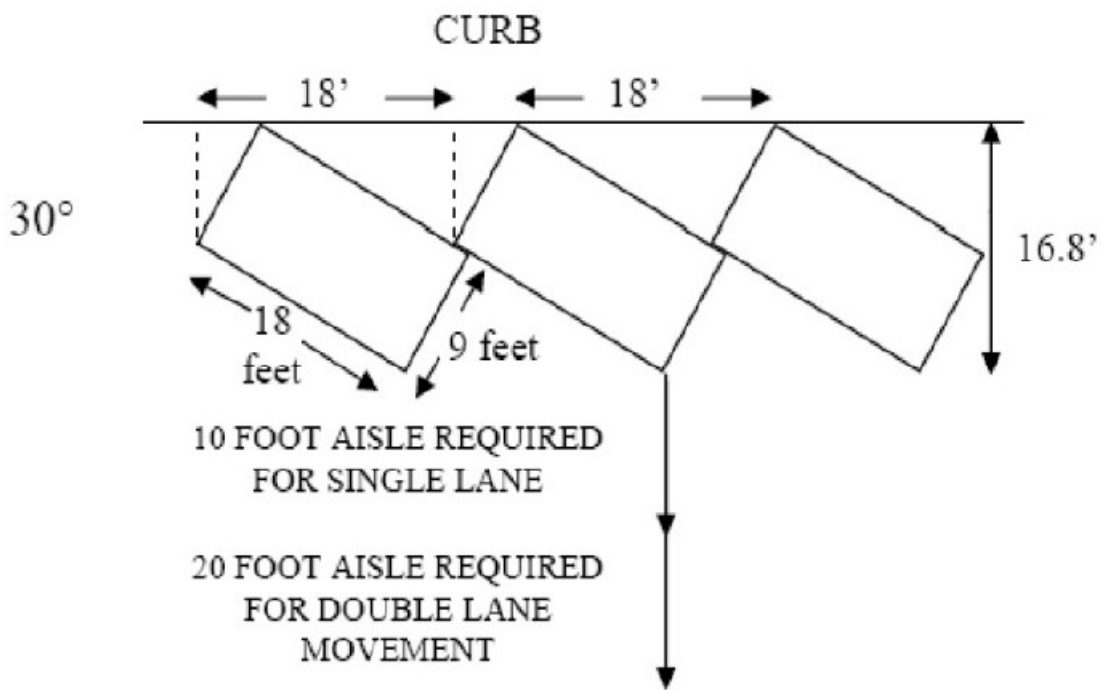
(A) *Off-street parking requirements.* There shall be provided at the time of the erection of anybuilding , or at the time any principal building is enlarged or increased in capacity by addingdwelling units, guest rooms, seats, or floor area; or before conversion from one type of uses or occupancy to another, permanent off-street parking space in the amount specified by this chapter. Such parking space may be provided in a parking garage or properly graded open space. No off-street parking or loading shall be permitted in the required parkway area. See § 152.196(G).

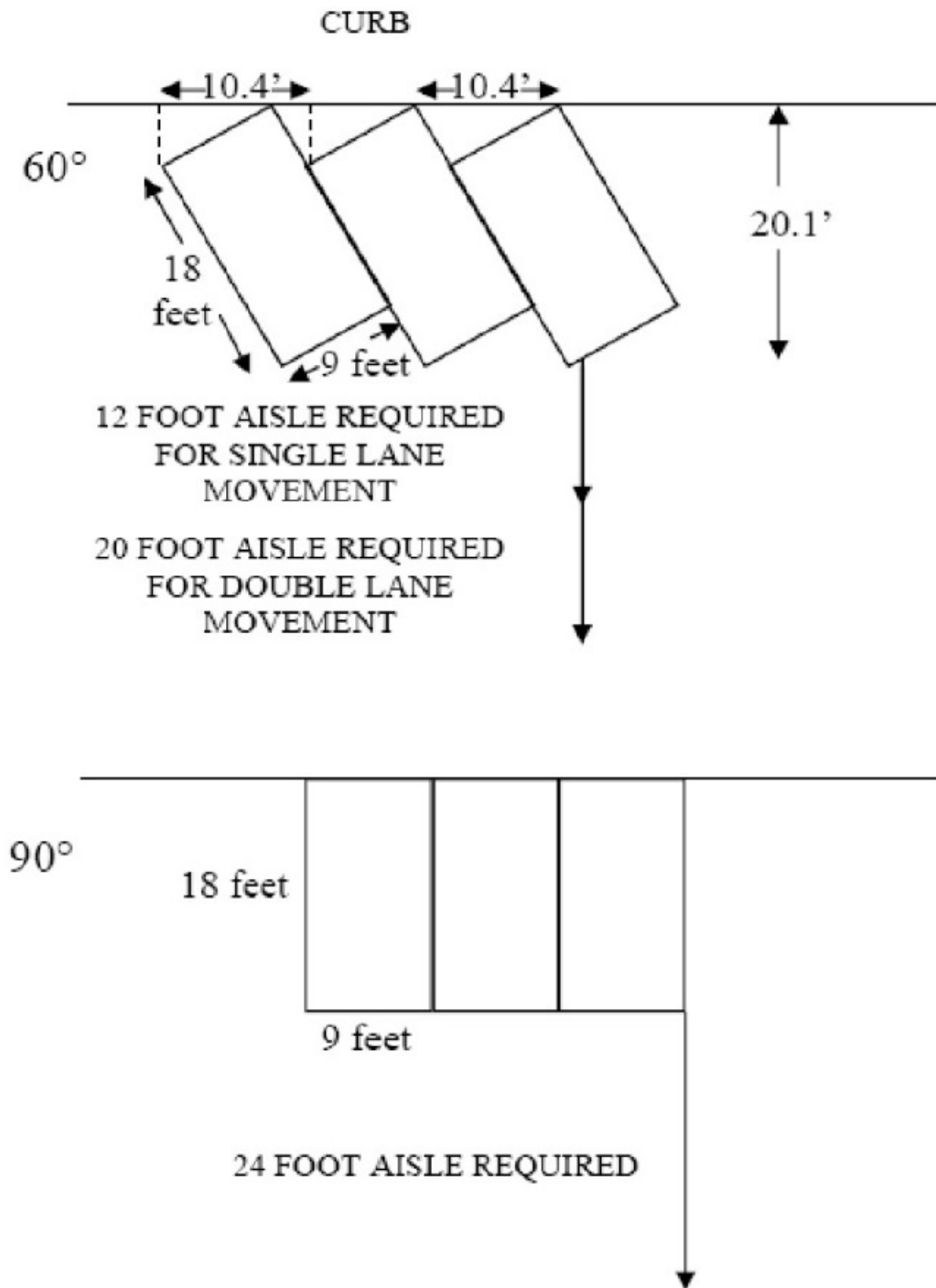
(B) *Minimum parking requirement.*

(1) Each application for a building permit shall include information as to the location and dimensions of off-street parking and loading space and the means of ingress and egress to such space. Required off-street parking area for three or more automobiles shall have individual spaces marked, and shall be so designed, maintained, and regulated that no parking or maneuvering incidental to parking shall be on any public street , walk, or alley , unless the speed limit on the public street , walk, or alley is no greater than 20 miles per hour. Automobiles must be parked and unparked without moving another. This information shall be in sufficient detail to enable the Administrator to determine whether or not the requirements of this chapter are met.

(2) The following diagrams depict the minimum dimensional requirements of off-street parking areas . Parking space and aisle dimensions are required minimums. Curb and other dimensions shown are typical measurements.







(C) *Combination of required parking space.* The required parking space for any number of separate uses may be combined in one lot but the required space assigned to one use may not be assigned to another use, except that one-half of the parking spaces required for churches, theater, or assembly halls whose peak attendance will be at night or on Sundays may be assigned to a use which will be closed at night and on Sundays.

(D) *Remote parking space.* If the off-street parking space required by this chapter cannot be reasonably provided on the same lot on which the principal use is located, such space may be provided by public parking if located within the B-2 HDO zoning district, or as a special use on any land within 400 feet of the main entrance to such principal use. Ownership or lease agreement of remote parking land shall be maintained so that as long as the business exists the required parking exists.

(E) *Handicapped spaces.* Spaces for the physically handicapped shall be provided as required by the NC Building Code, Volume I-C and the Americans with Disabilities Act of 1990.

(F) *Maintenance.* All parking and loading facilities shall be permanently maintained by the owners or occupants as long as the use they serve exists.

(G) *Access.* All parking and loading facilities shall have vehicular access to a public street or approved private street.

(H) *Compliance with air quality standards.* The construction of or modification to open parking lots containing 1,500 or more spaces or parking decks and garages containing 750 or more spaces shall comply with the concentrated air standards and permitting requirements of the NC Division of Environmental Management (15A NCAC 02D.0805). Item II - c.

(Ord. 2005-O3, passed 3-15-2005) (Am. Ord. 2011-O7, passed 2-15-2011; Am. Ord. 2011-O30, passed 10-18-2011; Am. Ord. 2013-O7, passed 3-19-2013; Am. Ord. 2013-O3, passed 5-21-2013)



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Minor Work/Staff Approval Application Report: March- April 2024**

Board Meeting Date: **April 16, 2024**

Prepared By: **Rebecca Brehmer, Projects/Planning Coordinator, CFM, CZO**

Overview:

APPROVALS REPORT FOR LOCAL HISTORIC DISTRICT

Staff Approval

Date: March 15, 2024

Applicant: Marty and Harriette Proctor

Address: 224 Water Street

Action: Replacement and addition of exterior light fixtures at the front door, side door, and shed door.

Status: Approved



224 Water Street

Action: _____

Date: March 21, 2024

Applicant: Georgianna Maness

Address: 127 Front Street

Action: Replacing rotten siding in-kind and painting back to white.

Status: Approved

Item II - d.



127 Front Street

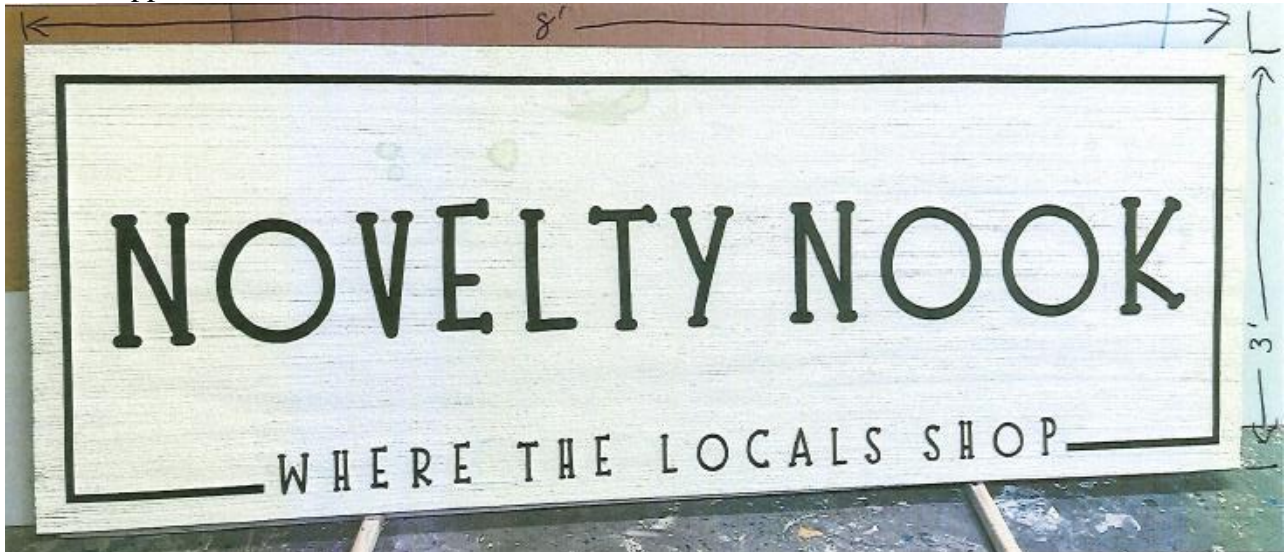
Date: March 26, 2024

Applicant: Jack Harnatkiewicz

Address: 101-A Church Street

Action: Installation of new business sign.

Status: Approved



101-A Church Street

Date: March 27, 2024

Applicant: Thirsty Mullet Taproom

Address: 208 Main Street

Action: One 3ft x 8ft temporary banner (60 days) and one 2 ft x 3 ft sandwich board sign to advertise the business coming soon.

Status: Approved



208 Main Street



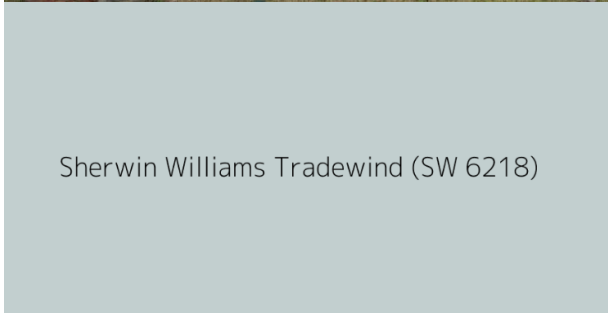
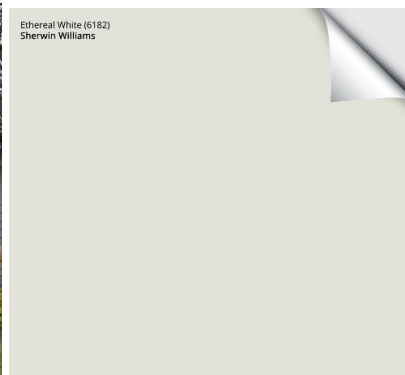
Date: April 1, 2024

Applicant: Catherine Parker

Address: 101 Walnut Street

Action: Paint home including trim, porch rails, and siding SW 6182 Ethereal White and paint porch ceiling SW6218 Tradewind.

Status: Approved



101 Walnut Street

Minor Work

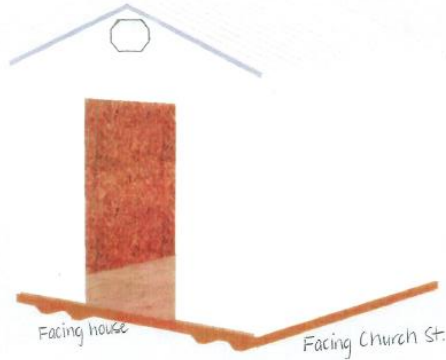
Date: March 26, 2024

Applicant: Jaclyn Shrader

Address: 308 Church Street

Action: Addition of an accessory structure shed with white lap siding, silver metal roof, natural wood vent gables, and an antique door as well as the addition of wood shutters to the upper and lower porch doors.

Status: Approved



308 Church Street

Date: April 4, 2024

Applicant: Jordan Proctor

Address: 209 Water Street

Action: Renovation of shed to include siding and roof shingles to match the house, new wooden double doors, and replacement of rotten wood.

Status: Approved



209 Water Street