



Historic Preservation Commission Agenda

Town of Swansboro

Tuesday, December 19, 2023

I. Call to Order

II. Business

a. **Historic District Stakeholder Survey Update**

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

The purpose of this discussion is to give an update on the final edit of the Historic District Stakeholder Survey that was sent to the SHPC on Wednesday, December 6th, 2023. The survey was posted on the Town's website and Facebook page on December 13th, 2023. In addition, a mailing to the residents of the historic district was sent on Thursday, December 14th. An article in Tideland News will follow shortly. As of right now, the survey will be closed for responses on March 1st, 2024.

Recommended Action: Give any feedback on ways to receive more responses.

b. **Local Landmark Designation Workshop Update**

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

The Local Landmark Designation Workshop is scheduled for January 13th, 2024, from 9:30am to 11:30am with a presentation by Kristi Brantley from the State Historic Preservation Office. It will be at the Emmerton School with refreshments to follow. RSVPs are due by Monday, January 8th.

Recommended Action: Give any feedback on details for the workshop.

c. **Text Amendment to Massing Standards in the Historic District**

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

At the regular October SHPC meeting, a request was made by the Historic Board to amend the massing standards to exclude small additions or projects. A draft text amendment was brought to the SHPC at the November meeting, and it was tabled for more review. The updated draft ordinance proposed to the Swansboro Unified Development Ordinance adds to *Appendix III Section 11.1 New Construction Standards* that if a small outbuilding is 150 square feet or less or if an addition of a home is 250 square feet or less or not visible from any street, a massing study is not required.

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.

d. **Historic Resilience Workshop Update**

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

On December 7th, 2023, two SHPC members, Kim Kingrey and Elaine Justice, and the Projects Planning Coordinator attended the Historic Resilience Workshop held by the NC School of Government in New Bern.

Recommended Action: Direct staff on if the SHPC has interest in pursuing a project like this or not.

III. Chairman/Board Thoughts/Staff Comments

IV. Public Comments

V. Adjournment



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Historic District Stakeholder Survey Update**

Board Meeting Date: **December 19, 2023**

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

Overview: The purpose of this discussion is to give an update on the final edit of the Historic District Stakeholder Survey that was sent to the SHPC on Wednesday, December 6th, 2023. The survey was posted on the Town's website and Facebook page on December 13th, 2023. In addition, a mailing to the residents of the historic district was sent on Thursday, December 14th. An article in Tideland News will follow shortly. As of right now, the survey will be closed for responses on March 1st, 2024.

Background Attachment(s):

1. Historic District Stakeholder Survey
2. Historic District Stakeholder Survey Mailing with QR Code

Recommended Action: Give any feedback on ways to receive more responses.

Action: _____



Copy of Historic District Stakeholder Survey

The Friendly City by the Sea's Historic District includes 123 resources, mostly residential and commercial in character. The Period of Significance for the district extends from 1770 to 1938, encompassing the town's significance in the naval stores, lumber, fishing, and boatbuilding industries.

Please help us learn more about the experiences of people living and working in the Town's Historic District by completing this short survey! We hope the information gathered will aid us in improving how we serve the community, support the Historic District Commission and make connections to reinforce the Town's goal of historic preservation!

1. What is your relationship to the Historic District? Check all that apply.

- | | |
|---|--|
| <input type="checkbox"/> Property Owner (residential/commercial) | <input type="checkbox"/> Visitor |
| <input type="checkbox"/> Tenant (residential/commercial) | <input type="checkbox"/> Swansboro Resident (Town Limits or ETJ) |
| <input type="checkbox"/> Owner or employee of a downtown business | |
| <input type="checkbox"/> Other (please specify) | |

2. What do you feel are some of the biggest challenges facing the Historic District (please select your top three)?

- | | |
|---|--|
| <input type="checkbox"/> Parking/Traffic | <input type="checkbox"/> Demolition of historic assets |
| <input type="checkbox"/> Accessibility | <input type="checkbox"/> Lack of maintenance of historic properties (deterioration, neglect) |
| <input type="checkbox"/> Environmental factors (flooding, hurricanes, etc.) | <input type="checkbox"/> Waterfront access |
| <input type="checkbox"/> Lack of enforcement of Town Codes/Ordinances | <input type="checkbox"/> Overhead utilities |
| <input type="checkbox"/> Restrictive ordinances (building height, flood requirements, paint colors, etc.) | <input type="checkbox"/> Narrow sidewalks/pedestrian safety |
| <input type="checkbox"/> Balancing real estate demands with preservation | <input type="checkbox"/> Speeding |
| <input type="checkbox"/> Other (please specify) | |

3. Do you feel enough is being done to preserve Swansboro's Historic District?

- ☐ Yes
- ☐ No
- ☐ Don't know

If no, why?

4. What is your understanding of the role of the Town's Historic District Commission?

- ☐ Preserve architecture/character of the district
- ☐ Architectural Review/Enforcement of the Design Standards/Local Ordinances
- ☐ Unsure/don't know
- ☐ Other (please specify)

5. How can the Historic District Commission assist property owners in enhancing the quality of the district and its attractiveness?

6. Would you be interested in attending regular workshops conducted by the Town?

- ☐ Yes
- ☐ No

7. If you answered yes, what topics would be of interest?

- ☐ Tax incentives for preserving historic properties
- ☐ Historic building sustainability (construction methods and materials)
- ☐ Architectural surveys and the benefits of being within a designated Historic District
- ☐ Other (please specify)

8. Were you aware of the Historic Ordinances and Design Standards before purchasing or occupying property in the district?

Link to Historic Ordinance and Design Standards:

https://codelibrary.amlegal.com/codes/swansboro/latest/swansboro_nc/0-0-0-16791#JD_Chapter152

- ☐ Yes
- ☐ No

9. What ideas do you have for how we can better inform the public about these ordinances/standards?

10. Where do you turn for information on the Historic District? Check all that apply.

- | | |
|---|---|
| <input type="checkbox"/> Town website | <input type="checkbox"/> Neighbors |
| <input type="checkbox"/> Town Hall | <input type="checkbox"/> Members of the Historic Commission |
| <input type="checkbox"/> Newspaper | |
| <input type="checkbox"/> Other (please specify) | |

11. What would you like to see the Town focus on next in the Historic District?

- ☐ Maintain a vibrant downtown
- ☐ Creation of a grant program for the maintenance of historic properties
- ☐ Attract more tourism/marketing
- ☐ Other (please specify)

12. Is there anything else you would like us to know?



Historic District Stakeholder Survey

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Please help us learn more about the experiences of people living and working in the Town's Historic District by completing this short survey! We hope the information gathered will aid us in improving how we serve the community, support the Historic District Commission, and make connections to reinforce the Town's goal of historic preservation!

Survey will be closed to responses on March 1st, 2023. Please contact Rebecca Brehmer at rbrehmer@ci.swansboro.nc.us with any questions.



<https://www.surveymonkey.com/r/KMD6NWG>



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Local Landmark Designation Workshop Update**

Board Meeting Date: **December 19, 2023**

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

Overview: The Local Landmark Designation Workshop is scheduled for January 13th, 2023, from 9:30am to 11:30am with a presentation by Kristi Brantley from the State Historic Preservation Office. It will be at the Emmerton School with refreshments to follow. RSVPs are due by Monday, January 8th.

Background Attachment(s): Local Landmark Designation Workshop Flyer

Recommended Action: Give any feedback on details for the workshop.

Action: _____

**Please RSVP to rbrehmer@ci.swansboro.nc.us
by Monday, January 8th**

LOCAL LANDMARK DESIGNATION WORKSHOP

**Saturday, January 13th
The Emmerton School @9:30am**

Topics: Tax deferment info, How to get
Started/Application Process, Who is eligible

Presentation by Kristi Brantley from the State Historic
Preservation Office

REFRESHMENTS TO FOLLOW PRESENTATION





Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Text Amendment to Massing Standards in the Historic District**

Board Meeting Date: **December 19, 2023**

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

Overview: At the regular October SHPC meeting, a request was made by the Historic Board to amend the massing standards to exclude small additions or projects. A draft text amendment was brought to the SHPC at the November meeting, and it was tabled for more review. The updated draft ordinance proposed to the Swansboro Unified Development Ordinance adds to *Appendix III Section 11.1 New Construction Standards* that if a small outbuilding is 150 square feet or less or if an addition of a home is 250 square feet or less or not visible from any street, a massing study is not required.

Background Attachment(s): Draft Ordinance

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.

Action: _____

DRAFT ORDINANCE

WHEREAS North Carolina General Statute 160D-605 and 160D-701 requires that zoning regulations shall be made in accordance with a Comprehensive Plan; and

WHEREAS the Board of Commissioners finds that the proposed text amendment to the Unified Development Ordinance regarding a revision to the massing standards that massing studies do not apply to outbuildings and additions 100 sq. ft or less in the Historic District to be consistent with the Town of Swansboro CAMA LAND USE Plan updated January 22, 2019, and amended August 28, 2023.

NOW BE IT ORDAINED by the Town of Swansboro Board of Commissioners that the Town Unified Development Ordinance be amended.

Appendix III

HISTORIC DISTRICT DESIGN STANDARDS

SECTION 11 NEW CONSTRUCTION

11.1 New Construction Standards

(Text highlighted in yellow are amendments that need to be added to the Unified Development Ordinance.)

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 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 or not visible from any street, a massing study is not required.**

This Ordinance shall be effective upon adoption.

Adopted by the Board of Commissioners in regular session, ____, 2024.

Attest:

Alissa Fender, Town Clerk

John Davis, Mayor



Historic Preservation Commission Meeting Agenda Item Submittal

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

Overview: On December 7th, 2023, two SHPC members, Kim Kingrey and Elaine Justice, and the Projects Planning Coordinator attended the Historic Resilience Workshop held by the NC School of Government in New Bern.

The workshop summarized three new resources that have recently been released on these topics: “Historic Resilience Primer”, “A Handbook for Historic Resilience Community Planning”, and “Resilience Design Standards”. All of these resources can be found at the Historic Resilience Project Website (<https://live-sog-hrp.pantheonsite.io/>). Those who went found it to be a very relevant and needed topic of discussion with a good portion of our Historic District being at direct risk from natural hazards such as hurricanes. The resources give ready to go templates on community engagement and design standards ready to be adopted into our ordinance.

Recommended Action: Direct staff on if the SHPC has interest in pursuing a project like this or not.

Action: _____
