



Historic Preservation Commission Agenda

Town of Swansboro

Tuesday, April 18, 2023

I. Call to Order

II. Approval of Minutes

a. March 21, 2023 Regular Meeting Minutes

III. Old Business

a. Certificate of Appropriateness/205 S. Walnut Street

Presenter: Rebecca Brehmer – Projects/Planning Coordinator

Brad and Kenna Phillips, the new owners of 205 S. Walnut Street, have requested exterior alterations and full renovation of the home. The house is zoned R6SF and is not a contributing structure to the Historic District due to the number of original features taken out. The applicants state the reason for the request is due to extensive damage done to the home by hurricane Florence in 2018. The newly adopted massing standards will not be applicable to this project, as the structure is not changing in form.

Recommended Action:

1: Hold a public hearing

2: Approve COA-2023-03 for exterior alterations at 205 S. Walnut Street and make a motion based on the standards provided.

b. Certificate of Appropriateness/103 Moore Street

Presenter: Andrea Correll, AICP – Town Planner

Randy Swanson seeks permission to demolish the temporary structure permitted at 103 Moore Street in January 2021.

Recommended Action:

1. Hold a public hearing

2. Approve COA-2023-04 for demolition of the temporary structure at 103 Moore Street.

c. Staff Report on Staff Approval Applications

Rebecca Brehmer, Projects/Planning Coordinator

This month, we received four Staff Approval applications, all of which were approved.

IV. Chairman/Board Thoughts/Staff Comments

V. Public Comments

VI. Adjournment

**TOWN OF SWANSBORO
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING AGENDA
MARCH 21, 2023**

Item II - a.

Call to Order

The meeting of Swansboro Historic Preservation Commission was called to order at 5:30PM. Those in attendance were Patrick Larkin, Christina Ramsey, Kim Kingrey, Ed Binanay, Jonathan McDaniel and ALT members Gregg Casper and Elaine Justice.

Approval of Minutes

On a motion by Ed Binanay, seconded by Christina Ramsey, the February 21, 2022, regular meeting minutes were unanimously approved.

Business

Certificate of Appropriateness/224 Water Street

The public hearing was opened at 5:31pm, and the following individuals were sworn in and/or addressed the board.

Andrea Correll
Andrew Lanier
Carol Lanier
Harriette Nichols
Lisa Manus Prakash
Brad Phillips
Miki DeVito

Planner, Andrea Correll reviewed that Carol Lanier had requested to move/demolish the house at 224 Water Street. The house was a contributing structure in Historic District and Zoned R6SF. The applicant stated that the reason for the request was due to extensive wood rot and mold in the building.

Mrs. Correll further shared that the owner of the property had been very cooperative with the town staff's efforts to move the Bell House to another lot in the Swansboro historic district. John Wood at the NC State Preservation Office and a private home mover measured and documented what moving options were available. It was concluded that the Bell House could not be moved to interested buyers on Walnut Street because the front porches on existing homes are protruding into the street right of way and house moving truck could not pass by without causing damage to the porches. The option of demolition was a last resort and Staff would work diligently with Mrs. Lanier for the next 365 days to ensure moving over demolition.

Mrs. Lanier stated she was willing to work with someone to move the house, but she can't afford to repair the house; the damage was too extensive.

Harriett Nichols asked that the board do whatever possible to save the structure. It was a beautiful historic home.

Lisa Maness Prakash stated she would really hate to see the house demolished and would like the house to be preserved. She asked if there were any grants available. Mrs. Correll stated not for residential houses.

Miki DeVito asked if there were any grants available. Carol Lanier stated she had researched to see if there were any available and discovered that privately owned properties are not eligible for grants. Mrs. Correll agreed.

Brad Phillips stated he had a parcel in the historic district where the house could be relocated. After calculating the cost and planning the route they realized it was cost prohibitive because the move was not possible without cutting the house apart and making two trips. The cost was more than he anticipated, roughly \$55,000 for one trip.

Andrew Lanier stated due to the cost of repairs needed, the market value of the property, and the fact that it would need to be a cash loan they have not received any request for purchase.

Public Hearing was closed at 6:26 pm.

In response to inquiries from the board the following details were clarified.

- Mr. Lanier shared that the property was not advertised for sale. He stated they have had a few inquiries, but with the cost of repairs and the market value of property the ones that did inquire had not followed backup.
- Mrs. Correll shared that relocation by the town could only apply if the property was a Town attraction per NC general statues.

Mrs. Kingrey shared that since she was the liaison between the Historic Preservation and Historic Association, she would reach out to them concerning assistance in possibly moving the house.

The board thanked Mrs. Lanier for working with them in trying to find a way to move the house.

Mrs. Correll shared with the board that the Massing Ordinance and Demolition by Neglect Ordinance have been recently updated by the board. Now the massing of any new construction must be compatible with the neighborhood.

On a motion by Kim Kingrey and seconded by Jonathan McDaniel, COA 2023-02 was approved to delay move/demolition the home at 224 Water Street after 365 days. The motion was approved unanimously based on the criteria set forth in the Town UDO Section 152.484 Demolition, Section 21 Relocation of Buildings, Section 21.1 Relocation Buildings Guidelines, Section 22 Demolition of Buildings.

Review of Staff Approvals

Rebecca Brehmer reviewed the following staff approval items.

- 212 Elm Street: removed diseased tree and overgrown holly bush beside house from backyard.
- 109 Front Street: construct an outdoor fireplace using cinder block and stucco in outdoor seating area. Stucco in color “simplify beige” will be similar to paint color of the restaurant.
- 106 Walnut Street: add new gate in the side yard to enclose fenced backyard. Will be painted white.
- 140 Front Street: amended application from 2020 to add two decks to the pre-existing shed in their backyard as well as add lumber storage and a new window to the shed.

- 116 N. Front Street: install 30"x48" projecting sign with hanging attachments above door of the storefront building.
- 120 S. Elm Street: replace any broken front porch floorboards and put a dark stain on front and back porch and steps.

Staff Comments

An invitation was extended to the board members to attend John Wood's workshop scheduled on April 22, 2023, from 10:00 – 2:00, concerning window restoration.

Chairman/Board Comments

The board pointed out that they have addressed items such as Massing and Demolition by Neglect to make them stronger in the past few months, but the board actions still have to stay within state regulations.

Patrick Larkin announced that he will be moving out of the district and therefore would be resigning. He stated he was thankful for the opportunity to serve. This board had accomplished many good things, such as making ordinance stronger on issues in the past couple of years.

Adjournment

The meeting adjourned at 6:40 pm.



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Certificate of Appropriateness/205 S. Walnut Street**

Board Meeting Date: **April 18, 2023**

Prepared By: **Rebecca Brehmer – Projects/Planning Coordinator**

Overview: Brad and Kenna Phillips, the new owners of 205 S. Walnut Street, have requested exterior alterations and full renovation of the home. The house is zoned R6SF and is not a contributing structure to the Historic District due to the number of original features taken out. The applicants state the reason for the request is due to extensive damage done to the home by hurricane Florence in 2018. The newly adopted massing standards will not be applicable to this project, as the structure is not changing in form.

Background Attachment(s):

- 1: Staff Report
- 2: COA-2023-03 application and report
- 3: Section 3 Roofs, Section 5 Windows and Doors, Section 6 Porches and Entrances, Section 7 Brickwork and Masonry, Section 8 Foundations, Section 10 Paint and Exterior Colors, Section 14 Fences and Walls.
- 4: Aerial location map
- 5: National register description of the home

Recommended Action:

- 1: Hold a public hearing
- 2: Approve COA-2023-03 for exterior alterations at 205 S. Walnut Street and make a motion based on the standards provided.

Action: _____

Staff Report

Based on the National Register of Historic Places description, the home was built in 1904 and is a “three-bay I-house with one-story front porch, ell, rear addition, side carport, modern fenestration, and aluminum siding. Robert Lee Smith built the home for Irvin, an employee of the Swansboro Land and Lumber Company.”

The owners of the property have been very corporative and pleasant to work with in compiling information for this significant restoration. The Phillips have met with John Wood at the state preservation office as well as a PE and general contractor to create the optimal restoration plan. To ensure the structural integrity of the home, they plan to repair/replace the foundation with brick and replace the entire roof with a standing seam metal roof, in shade dove grey, with stainless steel connectors as well as add gutters and downspouts to divert rainwater. The concrete slabs on the front and back porches as well as the driveway and carport will be removed and replaced with wood flooring to create a wraparound “L” shaped porch. The concrete slabs were a factor in what caused extensive water damage during hurricane Florence and the removal is important in ensuring the integrity of the work being done. To improve the aesthetics of the home, the applicants propose to replace all windows with fiberglass/wood clad white windows, install custom made steel doors both in the front and back of the home, and replace siding with fiber cement lap siding in the shade solar white. There is an adjoining shed on their property that the applicants plan to renovate and convert into a detached front-loading garage with the same roof and siding as proposed on the house. As far as landscaping is concerned, the town staff will work with applicants’ aside from the removal of two Bradford pear trees that are diseased, and roots are causing damage to the structure of the home. Lastly, the applicants propose to add a low black aluminum fence with brick columns 4 feet in height to surround the property.



SWANSBORO HISTORIC PRESERVATION COMMISSION CERTIFICATE OF APPROPRIATENESS

Application # COA-2023-03

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: Brad and Kenna PhillipsMAILING ADDRESS: 205 S. Walnut St, Swansboro, NC, 28584ADDRESS OF AFFECTED PROPERTY: 205 S. Walnut St, Swansboro NC 28584PHONE NUMBERS: ^{Brad}_(Home) 919-815-5941 ^{Kenna}_(Work) 919-740-7201Indicate 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:** 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.

☒ **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):

*Renovation of home damaged by Hurricane
Florence in 2018. see Attached plans.*

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]

Signature of Applicant

03-23-2023

Date

STAFF USE ONLY

Application received by: _____

Application reviewed with applicant by: *Peter Butler*

Date: *3/23/23*

Date: *3/23/23*

How: In person _____

By Phone _____

/email ✓

Fee Paid: *\$200*

Receipt Number *200004064*

Comments: _____

**Proposed Rehabilitation
Of
The Clen Irvin House
205 S. Walnut Street
Swansboro, NC**

Kenna and Brad Phillips

We are excited to present for your consideration an overview of our hopes and plans to rehabilitate this historic property. We intend to work closely with the Swansboro Historic Preservation Commission and Town staff to ensure that the home is structurally sound and reflects the period in which it was originally built while meeting the needs of full-time occupancy.

The journey so far has been slow yet the due diligence thorough. We have held on-site meetings with John P. Wood, NC State Historic Preservation Office, Sean Corcoran, PE, and John Dale, General Contractor, Tri County Contracting. All agree that the first order is to make the house “healthy” again. We will begin with a new foundation, roofing, siding and windows. Demolition throughout the entire project will be as recommended by the structural engineer in collaboration with the general contractor and by necessity. We will provide adequate insurance coverage on the entire project, including liability.

We appreciate the assistance of the Town of Swansboro, particularly Andrea Correll and Rebecca Brehmer whose guidance and encouragement have been professional, insightful, and invaluable.

Foundation/Crawlspace

Attached is Sean Corcoran's detailed overview of the repairs/replacements to the foundation. We will follow all his recommendations. The work will be performed by his company, Carolina Foundation and Repairs. See Attachment 1.

Roof

The entire roof will be replaced, including trusses and sheeting as needed.

On the back part of the house, the pitch will be changed slightly to repair the extensive damage, strengthen the roof line, and to improve the symmetric logic of the house.

New roof is to be standing seam metal with stainless steel connectors per specifications provided by Brent Tedder Roofing. Color is Ash Gray or Dove Gray, depending on availability. See Att. 2.

Gutters and downspouts will be installed and sized to ensure rainwater is diverted away from the foundation.

Windows, Siding and Doors

All windows will be replaced with fiberglass/wood clad windows as recommended by John Wood.

The front door will be new (none existing). It will be custom made steel by Raleigh Door, Jim Murray Owner.

Siding will be fiber cement lap siding. Color will be from the SHPC approved color pallet. Functional storm shutters will be restored to the house. Color will be from the SHPC approved color pallet.

Porches, Front and Back,

Demolition of front and back porches will be as necessary for replacement and recommended by the structural engineer.

The front porch will be replaced with wood flooring and concrete will be removed. Also, the carport and driveway will be removed and replaced by a connected side porch creating an “L” shaped porch.

Landscaping and Fencing

Landscaping will be in the flora and fauna appropriate to the area. Subtle low voltage lighting will highlight the home and garden features but not be intrusive to neighbors or the community.

A low, black aluminum fence with brick columns approximately 4 ft. in height will surround the property.

We will remove two trees, both Bradford pears, that were damaged in the hurricane. They are weakened, split, and endanger the house and property. Replacement will be with palms or similar trees.

Shed/Workshop

The shed/workshop will be renovated and converted to a detached front-loading garage, per consultation with John Wood. New siding and roof matching the house will be installed.

Sean Corcoran, PE Engineering Consultant

P.O. Box 672 • New Bern, North Carolina 28563 • 252-637-6667

To: Brad & Kenna Phillips
From: Sean Corcoran, PE
Subj: 205 S. Walnut St., Swansboro: Evaluation of General Structural-Related Issues
Date: 12-6-22

An inspection was performed at the above historic residence, to evaluate the general condition of the structure, following storm damage and abandonment.

Observations:

Attic/Roof/Wall Structure:

- Significant water damage was observed at the front and right-side porch structure, which is not considered serviceable. *See photo #1.*
- Much of the roof surface is concealed by tarps. The exposed portions are considered damaged or poorly executed, including the rear low-slope fiberglass shingle installation.
- Various modifications were present in the attic such as: new roof sheathing, collar-ties, and gable end framing. *See photo #2.*
- The ceiling joists have also been reinforced with 2 x 12's and ¾" plywood decking for storage. *See photo #3.*
- The front wall header over the front door is incomplete. *See photo #4.*
- Most of the walls have been significantly reinforced with 'sistered' wall studs and new sheathing. *See photo #5.*

Front Porch/Carport/Driveway:

- The front porch masonry perimeter is damaged at its base, visible from the crawlspace. *See photo #6.* The driveway exhibits severe cracking/displacement from nearby roots.

Second-Story Floor System:

- Individual second floor joists are over-drilled, requiring modifications/reinforcement.
- Drilled holes for second floor plumbing should be modified.

Foundation/Crawlspace:

- A general loss of masonry perimeter 'infill' was also noted along the left side of the home, leaving the crawlspace perimeter open to the elements. *See photo #7.*
- The crawlspace soil grade is uneven. General debris is present, which requires removal.
- Several poorly installed dry-stacked blocks have been placed below various areas of the floor.
- No formal crawlspace entry door is present. There is no vapor barrier or floor insulation (thermal barrier) present.
- The majority of the floor system has been completely replaced. An allowance should be considered to address the various interior block piers/girder installations. *See photo #8.*
- During the process of repairing the foundation perimeter, considered shifting the foundation to a 'closed & moisture controlled' space, devoid of foundation vents.

General Commentary:

1. The front porch and carport structure require complete reconstruction.
2. The roof surfaces should be restored using metal roofing components.
3. The reinforcement of the upper roof structure is considered effective. Perform similar improvements to all portions of the roof structure.
4. Wall structural improvements are also considered to be adequate. Some wall portions require completion.
5. The floor system main girders/piers require only minor/general modifications to be restored.
6. The foundation perimeter 'in-fill' requires restoration.
7. See Crawlspace recommendations below.

*Crawlspace/Foundation-Related Recommendations & Cost Basis:*1. *General preparations:*

- Provide crawlspace entry doors using treated components. [REDACTED]
- Remove & dispose of all general debris. Re-grade the crawlspace soil, as necessary. [REDACTED]

2. *Address the structure/floor system:*

- Allowance to remove & replace the previous poorly installed dry-stacked blocks, using new concrete mortared block pier supports, where necessary. [REDACTED]
- Front Porch Surface: Consider demolition/replacement of the front porch with a wooden deck structure. [REDACTED]s.
- Close/complete the foundation perimeter, using like-kind masonry. Allowance: [REDACTED]

3. *Restore the thermal barrier:*

- In lieu of standard floor insulation, install 1" rigid foam along the entire foundation interior perimeter. Maintain proper inspection gaps. Seal all joints and gaps using spray foam. Install R-19 batt insulation along the perimeter rim joist. Isolate the front porch structure from the main crawlspace. [REDACTED]

4. *Provide a new vapor barrier:*

- Provide a new 6-mil vapor barrier that is properly overlapped, and extended slightly up the exterior perimeter, providing 100% coverage. [REDACTED]

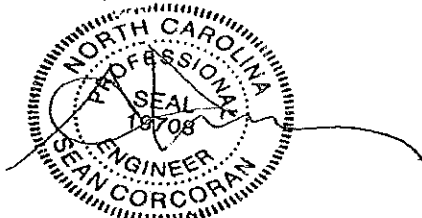
5. *Improve the general moisture & thermal environment, by formally shifting to a 'closed and moisture-controlled' space:*

- Improve general sealing along the entire foundation perimeter at all vents, doors and penetrations using rigid & spray foam. Provide replacement foundation vent covers, as necessary. [REDACTED]
- Install a Code-approved source of moisture control using a check valve, placed into the future HVAC supply system, which discharges a small amount of conditioned air into the crawlspace. [REDACTED]

Notes:

- *NC Sales Tax also applies.*
- *This report is the property of the client referenced above and is not intended for use by others.*
- *The cost of the repair/remediation of the items outlined in this report is based upon the completion of all of the items listed above. With the exception of items noted as an 'option', electing not to perform specific repairs will result in an increase in cost for remaining line items.*
- *Any proposed repairs/alterations to the floor system are intended to improve the structural integrity of the floor system but are not likely to restore the original floor level of the home. Complete removal and reconstruction is recommended for substantially damaged/un-level portions of the floor system.*
- *The structural repair process is likely to cause cracking, to interior drywall, tile & trim-related surfaces. Any cosmetic repairs are to be performed by others.*
- *The pricing outlined in this proposal is valid for 120 days.*

Sincerely,



Sean Corcoran, PE



Damaged tree to be removed



Shed Interior/Ceiling damage



Shed Exterior



Current Exterior showing steps + Porch



Fence w/ brick - Example



Shutter 2 - closed



Shutter 1 - open



Photo #1: Significant water damage was observed to the roof system associated with the front porch/carport structure.



Photo #2: Attic construction: new roof sheathing, gable end wall studs/sheathing, collar-ties, reinforced ceiling joists and 3/4" plywood attic decking.



Photo #3: The upper ceiling joists have been reinforced with 2 x 10's and $\frac{3}{4}$ " plywood.



Photo #4: The front door/wall framing support is incomplete.



Photo #5: Significantly modified/reinforced stud walls/structural sheathing & new windows.



Photo #6: The masonry front porch perimeter exhibits damage to its interior perimeter, as noted from the crawlspace.



Photo #7: A general loss of masonry infill has occurred along the left side of the home.



Photo #8: The floor system is comprised of new/treated components. New girders are present which are supported upon some residual dry-stacked block piers. No floor insulation is present.

Environmentally Smart Colors—Designed Energy Efficient



TERRA COTTA



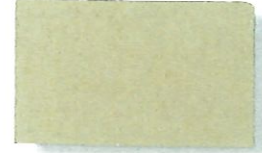
AGED COPPER



SOLAR WHITE +



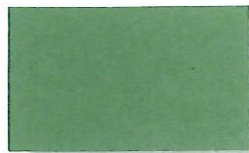
SANDSTONE +



SURREY BEIGE



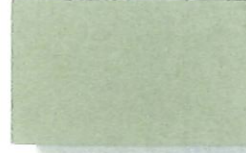
COLONIAL RED +



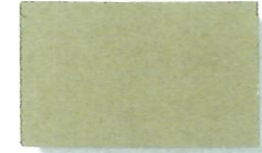
PATINA GREEN



REGAL WHITE +



ASH GRAY +



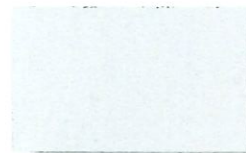
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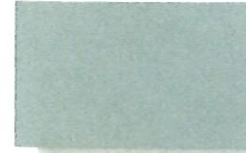
REGAL RED *



HEMLOCK GREEN *



STONE WHITE



DOVE GRAY



MEDIUM BRONZE +



BURGUNDY *



HARTFORD GREEN * +



SLATE BLUE



SLATE GRAY +



MANSARD BROWN +



MATTE BLACK +



EVERGREEN +



REGAL BLUE * +

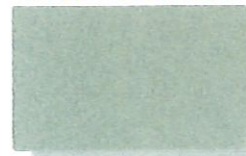


CHARCOAL GRAY +



DARK BRONZE +

Metallic Colors



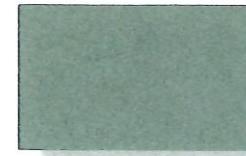
SILVER *



COPPER *



CHAMPAGNE *



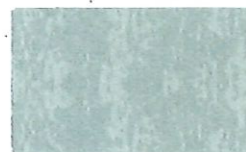
PRE-WEATHERED *
GALVALUME[®]



ACRYLIC COATED
GALVALUME[®]

Non-Painted

Weathered Colors



GALV-TEN[™] RAW *



COPPER-TEN[™] RAW *



COR-TEN AZP[®] RAW *



VINTAGE[®]

* Available at a slight price premium.


+ Available in 26ga SMP

* Also available in Robust.

Colors shown are matched as accurately as possible, but may vary slightly from finished product. These rich and vibrant colors are produced with either Kynar 500[®] or Hylar 5000[®] which provide superior color retention and allow Sheffield Metals to offer non-prorated coating warranties for most applications. Coating warranty varies for Regal Red, Matte Black, Copper, Champagne, Silver, and Pre-Weathered Galvalume. Steelscape's Vintage carries a 20 year Finish Warranty. Please contact your representative for more information.


At Home Improvement Retailer

Close X




36 in. x 80 in. Savannah
Right-Hand 6 Lite Clear
Stained Mahogany Wood
Prehung Front Door
by Steves & Sons

Related Videos & 360° View



Product Images



Hover Image to Zoom

Live Chat

Feedback

Example of front and back door



Anderson A series windows will be white



Example of what brick foundation will look like

SECTION 3: ROOFS.

3.1 Roofs - Standards

- 1) Preserve or restore original and significant later roof forms, shapes, and major roof architectural elements such as dormers, gables, chimneys, and eave overhangs. It is not appropriate to make alterations to the front or other primary portions of the roof of a contributing structure if that roof slope can be seen from the public view.
- 2) Preserve, maintain, and repair historic roofing details and materials such as slate, standing-seam metal, and tile wherever possible. Replace in-kind only if necessary due to deterioration or damage.
- 3) New roofing materials should be compatible with either the existing or original roofing material. The new material should match the historic material as closely as possible in color, shape, size, and texture. Asphalt or fiberglass-asphalt shingles are acceptable substitutes for standing-seam tin, wood shingles, or metal shingles, provided the new replacement shingles are of a darker solid color. Barn tin (also known as “five-vee” tin) or coated steel may be used to replace a standing-seam tin roof in new construction.
- 4) Retain historic roof-top features such as ornamental eaves, cornices, rake-boards, dormers, gables, chimneys, finials, cresting, steeples, belfries, cupolas, and railings. These elements all add much to the overall architectural character of a structure. All such original and significant later features should be preserved and restored, rather than removed.
- 5) Contemporary or non-historic roof features should be installed on areas of the roof not seen from the public view or on other secondary roofs. Included are skylights, roof-mounted vents, dormers, chimneys, antennas, and solar collectors. In certain instances, new dormers may be permitted on side or rear elevations if their design is compatible with the building and the roofline.
- 6) Install new gutters without damaging or obscuring architectural features. Gutters of all materials except copper shall have a painted finish. Half-round gutters are appropriate for most contributing properties. Gutters are usually reviewed as a “minor works” item. If installed on a contributing building, the SHPC must review application at SHPC meeting.
- 7) Ridge vents, where needed, should be of the low profile type and should not diminish the original design of the roof or destroy any character-defining architectural details. Other vents, such as gable vents and roof-mounted vents, should be installed so as not to be visible from the public view where possible. In the event that they must be visible, they should be installed to respect the architectural details and character of the subject building.

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

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 existing structure.

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

SECTION 6 PORCHES AND ENTRANCES.

6.1 Porches and Entrances - Standards

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.

2) Repair, rather than replace, historic porch and entrance elements wherever feasible. Use repair techniques which preserve historic materials, 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, material, color, and texture. Modern stock millwork is usually not appropriate.

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.

4) The enclosure or other alteration of original or historic front porches is not appropriate in the historic district. Avoid enclosing porches at sides or other secondary areas that are visible from the public view. 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.

5) Use architectural details and ornamentation that are compatible with the style, period, and detailing of the porch and structure. The creation of a false historical appearance, such as adding Victorian ornamentation to a plain early 20th century porch, is not appropriate.

6) 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 SHPC with such documentation in the application for a Certificate of Appropriateness.

7) It is not appropriate to add new porches, entrances, or balconies to primary elevations or other areas of a building that are readily seen from the public view if none existed historically.

8) 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 building's architectural features or diminish its historic character.

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

SECTION 7 BRICKWORK AND MASONRY.

7.1 Brickwork and Masonry - Standards

1) Retain and preserve historic brick and masonry elements, including walls, chimneys, foundations, and retaining walls. Preserve masonry elements that are character- defining features of the building or property.

2) Repair and restore historic masonry elements, rather than replace. Remove vegetation and vines from masonry to prevent structural or moisture damage.

3) Clean historic masonry only with low-pressure water washing and mild detergents formulated for the specific application. Use chemical cleaners formulated for historic masonry only if water and detergent cleaners are not effective.

4) Sand blasting, high-pressure water blasting, and other abrasive cleaning methods which may damage historic masonry are not appropriate in the historic district.

5) Water repellant sealers are generally not appropriate because they may trap moisture, causing deterioration or discoloration.

6) For repointing, use only mortars that are compatible with the historic mortars in color, strength, and joint finish or surface tooling. For older, softer brick, use a mortar mix consisting of six parts sand, three parts mason's lime, and one (1) part white Portland cement. Maintain the historic joint width and bond patterns when making repairs.

7) Use only hand tools to remove deteriorated mortar joints, under the direction of a skilled mason. Do not use power tools or saws to remove mortar joints.

8) When replacing damaged brick or stone, use replacements that match the original units as closely as possible.

9) Avoid painting masonry surfaces that were not painted historically. When painting masonry that has been previously painted, use acrylic latex paints for best durability.

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

SECTION 8 FOUNDATIONS.

8.1 Foundations - Standards

- 1) Retain and preserve original and historic foundations and related elements wherever possible, including pier size, vents, grilles, lattice, materials, and other significant details.
- 2) Retain and preserve existing historic materials wherever possible, rather than replace. For repairs or rebuilding, select new brick, mortar, ballast stones, and other materials to match the historic materials as closely as possible in all respects.
- 3) New vents or access doors should be centered between piers. Use inconspicuous vents, such as black iron or dark plastic, rather than unpainted aluminum. Locate access doors and other new openings in areas not visible from public view.
- 4) For infilling between existing brick piers, construct a curtain wall that is recessed approximately 1" to 2" back from the outer face of the piers so the original piers stand out; use this treatment for both old and new foundations. Flush foundations and infill are not appropriate. Concrete block may be used only if covered with a veneer of brick or sand-finished stucco. Leave foundations under porches open wherever possible to promote air circulation to prevent rot and deterioration; use wood lattice or grilles to enclose.
- 5) Wood grilles or lattice are appropriate infill if compatible with the period or style of the structure. Stock or lightweight wood lattice is not appropriate in areas in the public view.
- 6) Existing unpainted historic foundations should not be painted. Previously painted foundations should be repainted an appropriate color, such as white or whitewash, dark green, or brick red. Avoid removing paint from a previously painted foundation. (See Brickwork and Masonry standards).
- 7) Locate new utilities and mechanical equipment such as package unit furnaces, heat pumps, and air conditioning coils at the rear or other area not seen from public view. Utilities should never be located at the front of a structure or site. Provide screening with plantings, fences, or paint treatments.

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

SECTION 10 PAINT AND EXTERIOR COLORS.

10.1 Paint and Exterior Colors

- 1) Use paint colors that are appropriate for the style and period of the subject property and that accentuate the building's architectural features.
- 2) Select colors that harmonize with the palette of colors found on other houses of the same period in the district or on the surrounding block.

3) Masonry surfaces that have been previously unpainted, such as brick, stucco, or stone, should not be painted if those surfaces are in good condition and if the painting is proposed for the purpose of color change only. The painting of certain masonry surfaces may be appropriate if the surfaces have been patched or marred by damage over time, and if the visual integrity of the surface has been compromised. Paint colors should reflect the base material where possible (for example, damaged or patched brickwork should be painted a brick red color). This is also applicable to non-contributing buildings.

4) New or replacement gutters and downspouts should have a baked-on enamel finish in a color that is appropriate for the structure, or should be painted after installation.

5) Old paint should not be removed by sand blasting or other abrasive or destructive methods.

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

SECTION 14 FENCES AND WALLS.

14.1 Fences and Walls - Standards

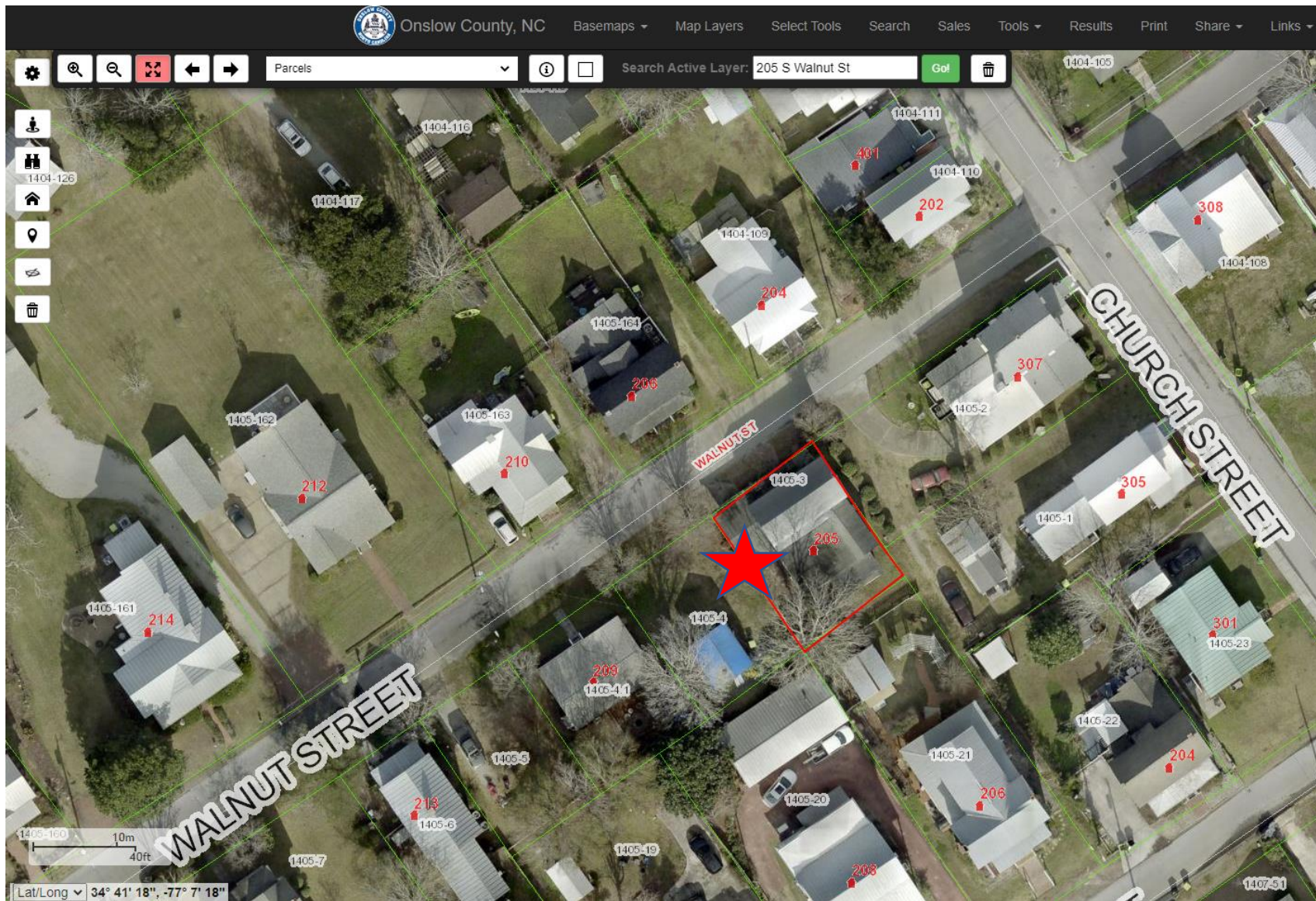
- 1) Preserve and maintain historic fences and walls.
- 2) Preserve and maintain all historic features and details of fences and walls, including gates, decorative pickets, posts, pillars, steps, and other elements that contribute to the character of historic fences and walls.
- 3) Retain and preserve 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)



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 15

ON 983 C 99. #114 late 18th c. 1½ Jonathan Green House; three-bay coastal plain cottage with hall-parlor plan, rear shed rooms and engaged front porch. The house has ballast stone foundation piers, chimneys with paved shoulder dormers (possibly late nineteenth century), interior with a fine Federal mantel and an enclosed stair. The documentary evidence is confusing as to the early owners of the lot upon which this house was built, but Jonathan Green, son of Swansboro's earliest settler, may have owned the lot in the 1770s and is a likely candidate for the house's builder. Another possibility is Colonel Reuben Grant, who owned the lot at the end of the eighteenth century, the period when the house probably received its interior detailing.

N 100. #114a ca.1950 1 Garage.
N 101. #114b ca.1950 2 Garage with asbestos-sided apartment above.

Walnut Street
(south side)

ON 813 C 102. #101 1916 2 Robert Aman House; five-bay I-house with center-hall plan, one-story side wing, one-story wrap-around porch. Aman moved to Swansboro from the Belgrade area of Onslow County.

(ON 870) N 103. #105 ca.1970 1 ✓ Wood-sided duplex with side carports.

C 104 #107 ca.1910 1 ✓ House with gable-end oriented to street, side porch.

(ON 879) N 105. #205 ca.1904 2 ✓ Clen Irvin House; three-bay I-house with one-story front porch, ell, rear addition, side carport, modern fenestration and aluminum siding. Robert Lee Smith built the house for Irvin, an employee of the Swansboro Land and Lumber Company.

N 106. #205a ca.1950 1 Garage.

N 107. #205b ca.1940 1 Open frame storage building.

(ON 879) N 108. #209 ca.1950 1 ✓ Aluminum-sided house.



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Certificate of Appropriateness/103 Moore Street**

Board Meeting Date: **April 18, 2023**

Prepared By: **Andrea Correll, AICP – Town Planner**

Overview: Randy Swanson seeks permission to demolish the temporary structure permitted at 103 Moore Street in January 2021.

The structure has remained in place in part to State Law 2020-97 which extended permits during COVID19.

CAMA permit regulations, the VE Flood regulations, and Flood Ordinance variance requirements prevent the structure from being allowed permanently. Therefore, Mr. Swanson has requested demolition.

Background Attachment(s):

1. COA-2023-04 applications and attachments
2. COA-2021-01 issued January 2021
2. Section 22 Demolition of Buildings and Section 22.1 Demolition of Building Standards

Recommended Action:

1. Hold a public hearing
2. Approve COA-2023-04 for demolition of the temporary structure at 103 Moore Street.

Action: _____

Board of Commissioners

John Davis, Mayor
 Frank Tursi, Mayor Pro Tem
 Patricia Turner, Commissioner
 Harry Pugliese, Commissioner
 Larry Philpott, Commissioner
 Laurent Meilleur, Commissioner



sm

Town Manager

Christopher D. Seaberg
cseaberg@ci.swansboro.nc.us

Assistant Manager/Town Clerk

Paula W. Webb, MMC-NCCMC
pwebb@ci.swanboro.nc.us

Town of Swansboro

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**ORDER ON APPLICATION FOR
 CERTIFICATE OF APPROPRIATENESS**

COA #: 2021-01

Applicant: Moorecoastal Investments, LLC

Property Location: 103 Moore Street

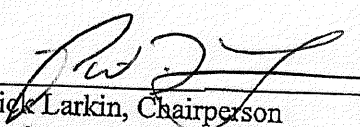
Meeting Date: January 19, 2021

Request: Exterior Alteration

At the January 19, 2021 regular meeting of the Swansboro Historic Preservation Commission, the following findings were made in connection with this application:

- 1) The following members of the Historic Preservation Commission were present: Patrick Larkin, Kim Kingrey, Christina Ramsey, and April Clark, alternate member.
- 2) The application for Certificate of Appropriateness was submitted in a timely manner.
- 3) The applicant was given an opportunity to present evidence and did so.
- 4) All parties desiring to speak for or against the application were afforded an opportunity to do so.
- 5) The Historic Preservation Commission reviewed the application packet submitted and **approved** the request to construct a temporary 15'x 30' addition to the rear of the building in the footprint of the former Icehouse Restaurant.

Reference Motion: On a motion by Christina Ramsey and seconded by Kim Kingrey, COA-2021-01 was unanimously approved as submitted based on Section 3, Roofs, Section 4, Exterior Wall Covering, Section 5, Windows and Doors, and Section 10, Paint and Exterior Colors, of the Historic District Design Guidelines.



Patrick Larkin, Chairperson
Historic Preservation Commission

Per Section 152.485 of the Town of Swansboro Unified Development Ordinance, this certificate is valid for six months. The discontinuance of work or the lack of progress toward achieving compliance with a Certificate of Appropriateness for a continuous period of six months shall be deemed a failure to comply with this Certificate of Appropriateness, and, without further action, the Certificate of Appropriateness shall become null and void.



SWANSBORO HISTORIC PRESERVATION COMMISSION CERTIFICATE OF APPROPRIATENESS

Application # COA-2023-04

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: RANDY SWANSONMAILING ADDRESS: PO BOX 865 SWANSBOROADDRESS OF AFFECTED PROPERTY: 103 MOORE ST.PHONE NUMBERS: (Home) 910 4671701 (Work) _____

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:** 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.

✓ _____ **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 ½ x 11" SIZE PAPER IS PREFERRED.

PROJECT DESCRIPTION (Attach additional sheets if necessary):


DEMOLISH AREA ~~IN~~ IN CONFLICT WITH BUILDING
CODE

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

3/29/23
Date

STAFF USE ONLY

Application received by: _____ Date: 3/21/23

Application reviewed with applicant by:  Date: 3/21/23

How: In person ☒ By Phone ☒

Fee Paid: \$200.00 Receipt Number 4113

Comments: _____

ALL SKETCHES, DRAWINGS, COLOR CHIPS, ETC. MUST BE SUBMITTED IN MULTIPLES OF TWELVE (12) and "8 ½ x 11" SIZE PAPER IS PREFERRED.

PROJECT DESCRIPTION (Attach additional sheets if necessary):

To address matters in the Attached
letters

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.

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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.

Andy Swanson
 Signature of Applicant

4/6/23
 Date

STAFF USE ONLY

Application received by: _____ Date: _____
 Application reviewed with applicant by: _____ Date: _____
 How: In person _____ By Phone _____
 Fee Paid: _____ Receipt Number _____
 Comments: _____



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Board of Commissioners

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Mayor

Frank Tursi
Mayor Pro Tem

Patricia Turner
Commissioner

Harry Pugliese
Commissioner

Larry Philpott
Commissioner

Jeffrey Conaway
Commissioner

Town Manager

Paula W. Webb, MMC-NCCMC
pwebb@ci.swansboro.nc.us

Town Clerk

Alissa A. Fender, CMC
afender@ci.swansboro.nc.us

3/24/2023

Second Notice of Violation

Mr. Randy Swanson
P O Box 865
Swansboro, NC 28584

Re: Action needed to resolve expired Temporary Structure in the VE Flood Zone

Dear Mr. Swanson,

I am writing to follow up with your first notice on the expiration of your temporary structure. Please find attached my letter of January 10, 2023, which was hand delivered to you on January 12, 2023, and discussed with you in my office.

I have not received any written response from you to date, so I am now providing you with a second notice of violation. You have thirty days to file an appeal after receiving this notice.

Sincerely,

Andrea Correll, AICP
Town Planner
attachment

Board of Commissioners

John Davis, Mayor
 Frank Tursi, Mayor Pro Tem
 Patricia Turner, Commissioner
 Harry Pugliese, Commissioner
 Larry Philpott, Commissioner
 Jeffrey Conaway, Commissioner



sm

Town Manager
 Paula W. Webb, MMC-NCCMC
pwebb@ci.swansboro.nc.us

Town Clerk
 Alissa A. Fender, CMC
afender@ci.swansboro.nc.us

Town of Swansboro

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January 10, 2022 *JS*

Mr. Randy Swanson
 P. O. Box 865
 Swansboro, NC 28584

Re: Action needed to resolve expired Temporary Structure in the VE flood zone.

Dear Mr. Swanson.

On January 19, 2021, the Historic Preservation Commission reviewed a Certificate of Appropriateness request for exterior alteration at their meeting on January 19, 2021. The request was approved to allow the structure temporarily until June 30, 2021.

This letter is to inform you that the approval of a temporary structure over a former dock has expired. A letter was provided from you for the record acknowledging that the structure was temporary, and was to be removed in 180 days, June 30, 2021 (attached). The ordinance allows a temporary structure for up to three months, but permits may be renewed for up to one year. The Town Manager Chris Seaberg approved the structure for three months per the agreement with Mr. Swanson.

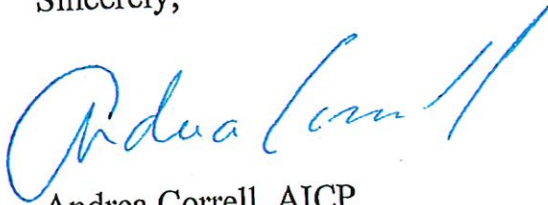
Please respond in writing stating your intent to either remove the structure or bring it up to standard and get approval to elevate as provided below.

The property is within the VE flood zone with a base flood elevation requirement of 13'. The Town has a 2' freeboard requirement. In order for the structure to be

allowed permanently, it would have to be elevated to this standard and engineered per the requirements of the Unified Development Ordinance. Additionally, a variance approval from the Flood Appeals Board is required because the structure is over water (Section 152.423, (1) (a)). CAMA approval may also be required. Lastly, you will also have to return to the Historic Preservation Commission with modified plans.

If you have further questions, or I may be of additional assistance please contact me.

Sincerely,



Andrea Correll, AICP
Town of Swansboro
Planner
attachments

Board of Commissioners

John Davis, Mayor
 Frank Tursi, Mayor Pro Tem
 Patricia Turner, Commissioner
 Harry Pugliese, Commissioner
 Larry Philpott, Commissioner
 Jeffrey Conaway, Commissioner



sm

Town Manager

Paula W. Webb, MMC-NCCMC
pwebb@ci.swansboro.nc.us

Town Clerk

Alissa A. Fender, CMC
afender@ci.swansboro.nc.us

Town of Swansboro

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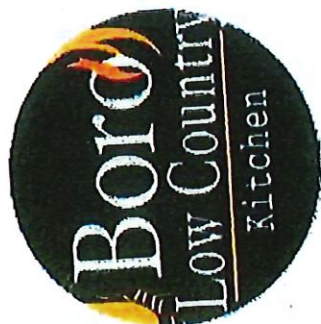
www.swansboro-nc.org

103 Moore Street Temporary Structure Timeline

- Sometime prior to December 2, 2020 (see Facebook post attached) a structure was constructed on the deck previously occupied by the Icehouse Restaurant;
- A building permit (including electrical) was issued on December 31, 2020 per then Town Manager, Chris Seaberg, for the enclosure. Double permit fees were charged due to it being constructed without prior approval. The permit was granted under Section 152.419, Specific Standards, Temporary Non-Residential Structures, of the Unified Development Ordinance (UDO).
- A letter from Mr. Swanson was provided for the record acknowledging that the structure was temporary, and was to be removed in 180 days, June 30, 2021 (attached). The ordinance allows a temporary structure for up to 3 months, however, allows the permit to be renewed for up to one year. The Town Manager (CS) approved the structure for six months per the agreement with Mr. Swanson;
- The Historic Preservation Commission reviewed a Certificate of Appropriateness request for exterior alteration on January 19, 2021. The request was approved to allow the structure temporarily until June 30, 2021;
- The permit extension law applied (SL 2020-97), extending the permit until October 30, 2021, however because no inspections had been requested, it was no longer a valid approval and was not subject to further extension;
- A mechanical permit was also issued on 12/31/2020 for a mini-split, however it is also expired because it was never inspected.

*The property is within the VE flood zone with a base flood elevation requirement of 13'. The Town has a 2' freeboard requirement. In order for the structure to be allowed permanently, it would have to be elevated to this standard and engineered per the UDO. Additionally, a variance from the Flood Appeals Board is required because the structure is over water (Section 152.423, (1)(a)). CAMA approval may also be required.

601 W. Corbett Avenue • Swansboro, NC 28584 • Phone: 910/326-4428 • Fax: 910/326-3101



The Boro Low
Country Kitchen

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The Boro Low Country Kitchen

December 2, 2020

It may be chilly outside but it's cozy on our dock. We now have walls and roof and it's toasty warm with our heaters!!



61

[Like](#)

[Comment](#)

[Share](#)

6 Comments 15 Shares

12.31.2020

To the Township of Swansboro,

Regarding the side deck area of the Icehouse, now being used to provide guest seating for the Boro Restaurant's Low Country Kitchen

The area that was finished off to make a temporary conditioned space in the flood zone will be decommissioned after 180 days unless the town approves any extended grace period.

Thank you,

Randy Swanson



Managing member, Moorecoastal Investments LLC

Managing member, Pelican Shoal LLC (DBA Boro Restaurant)

SECTION 22 DEMOLITION OF BUILDINGS.

Demolition of a contributing building in the Swansboro historic district is strongly discouraged. This irreversible action results in the permanent loss of the resource and may have an adverse effect on surrounding contributing properties and the character of the historic district as a whole. Property owners contemplating demolition of a building are encouraged to explore alternatives which allow the property to remain intact and meet current needs. Early consultation with the SHPC is strongly recommended in order to adequately explore options.

In reviewing requests for demolition, both the property owner and the SHPC should carefully consider the following questions:

- 1) Does the contributing building retain integrity and contribute to the special character of the Swansboro Historic District because of its age, architecture, or association with events or individuals who are important to the history of the town?
- 2) Does the contributing building possess structural integrity so rehabilitation is feasible?
- 3) Can the contributing building be creatively adapted to meet the owner's needs? If so, can this be accomplished at a price that is less than or comparable to new construction costs? Remember to factor in demolition costs and landfill tipping fees when developing cost estimates.
- 4) Are there alternative sites on which no contributing buildings are extant that might be available to accomplish the project? If so, are there possible buyers for the contributing building in question?
- 5) What will be the impact of the contributing building's demolition on surrounding properties and the historic district as a whole?
- 6) If all other possible options are exhausted, can the contributing building be moved to another location in the historic district?
- 7) If the building is non-contributing, 1-6 does not apply.

22.1 Demolition of Buildings - Standards

- 1) Work with the Swansboro Historic Preservation Commission to identify alternatives to demolition.
- 2) Make a permanent record of the contributing building before demolition. Documentation should include black and white photographs of the property - views of principal elevations, notable architectural details, and significant site features such as outbuildings, fencing, and mature vegetation. Measured drawings of the building may be required by the SHPC if the structure is of particular significance. These determinations shall be made on a case-by-case basis by the SHPC.

3) Salvage architectural features and building materials for reuse or study. Contact antique dealers and used building supply establishments to arrange for removal. Consider donations of items to interested non-profit organizations or museums or the NC-SHOO.

4) Minimize ground-disturbing activities during demolition to avoid damage to potential unknown archaeological resources.

5) Retain mature vegetation on site, if possible or relocate. Prior to any tree more than 20 feet in height or 20 feet spread or mature being cut down, SHPC shall give approval under Major Work.

6) Clean the site thoroughly of all building debris and leave the lot properly graded and seeded.

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



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Staff Report on Staff Approval Applications**

Board Meeting Date: **April 18, 2023**

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

Overview: This month, we received four Staff Approval applications, all of which were approved.

APPROVALS REPORT FOR LOCAL HISTORIC DISTRICT

Staff Approvals

Date: 03/14/23

Applicant: Steve Barbour

Address: 106 S Walnut Street

Action: Remove existing concrete slabs in driveway and replace with 1,300 sq ft red clay brick driveway.

Status: Approved



106 S Walnut Street

Action: _____

Date: 03/20/23

Applicant: Jim and Lisa Miles

Address: 119 Elm Street

Action: Replacing fence line on left side of property due to wind damage with new picket fence with 5/8-inch gap.

Status: Approved

Item III - c.



119 Elm Street

Date: 03/27/23

Applicant: Randy Swanson (signed by manager Kim)

Address: 109 Front Street

Action: Replacing section of metal roof due to a leak with similar material and color.

Status: Approved



109 Front Street

Date: 04/03/23

Applicant: Lorraine Forrest

Address: 224 S Elm Street

Action: Install temporary 2x4 handicap handrail for medical purposes along the side of the house from the chimney next to the driveway to rear steps/door.

Status: Approved



224 S Elm Street