



Historic Preservation Commission Agenda

Town of Swansboro

Tuesday, April 15, 2025

I. Call to Order

II. Approval of Minutes

- [a.](#) February 18, 2025, Regular Meeting Minutes

III. Business

- [a.](#) **Training Opportunity/Update**

Presenter: Rebecca Brehmer, CFM, CZO, – Town Planner

The goal of this update is to provide details on recent and upcoming training opportunities involving the SHPC.

Recommended Action: Hold discussion.

- [b.](#) **Minor Work/Staff Approval Application Report March-April**

Presenter: Rebecca Brehmer, CFM, CZO, – Town Planner

IV. Chairman/Board Thoughts/Staff Comments

V. Public Comments

VI. Adjournment

Town of Swansboro
Historic Preservation Commission
February 18, 2025, Regular Meeting Minutes

Item II - a.

Call to Order

The meeting of the Swansboro Historic Preservation Commission was called to order at 5:30 pm. Commission members in attendance were Jonathan McDaniel, Kim Kingrey, Christina Ramsey, and alternate member Jerry Seddon. Lauren Brown was on leave of absence and Elaine Justice was not present. An alternate seat was vacant.

Approval of Minutes

On a motion by Mrs. Kingrey seconded by Ms. Ramsey the September 17, 2024, Regular Meeting Minutes, October 15, 2024, Regular Meeting Minutes, and November 19, 2024, Regular Meeting Minutes were unanimously adopted.

Public Hearing

Certificate of Appropriateness/218 Elm Street

Planner Brehmer explained that the owners of 218 Elm Street, also known as the Moore-Pritchard House, had requested a Certificate of Appropriateness for exterior alterations to the property, which was in the Swansboro Historic District and zoned R6SF. She stated that the new owner intended to install operable wood shutters painted navy blue or black, repaint the existing vinyl siding in light yellow or white, and paint the porch elements white with a light blue ceiling and decking. They also planned to restore the original wood front door and wood windows, install a white picket fence, and replace the front pavers. All proposed colors were selected from the approved historic palette and the project was found to align with the district's design standards.

The public hearing was opened at 5:35 pm. The following individuals were sworn in the Town Clerk Alissa Fender.

- Planner, Rebecca Brehmer
- Property Owner, John Debenedetto
- Neighbor, Ricky Baggs 214 Elm Street

The board discussed the appropriateness of adding shutters and shared concerns about the lack of historical evidence showing that shutters were originally part of the home. It was noted that homes in Swansboro historically did not commonly include shutters, and the board emphasized the importance of consistency to preserve the town's standing on the National Register. Although the shutters would be operable and made of wood, they were still considered inappropriate without documentation. Staff offered to research further for historical photos. The rest of the proposed exterior changes, including the restoration of windows, paint colors, picket fence, and pavers, were viewed favorably and deemed consistent with historic standards.

Ricky Baggs of 214 Elm Street, a longtime resident, stated that the Moore-Pritchard House never had shutters and emphasized the importance of preserving its original wood siding. He also shared personal memories of the property, noted its past use as a multi-unit dwelling, and expressed support for the new owners improving the home.

The public hearing was closed at 5:45 pm.

In response to an inquiry from Sandy Baggs of 214 Elm Street, about the privacy fence, the property owner John Debenedetto clarified that the property would be surveyed and the fence would be installed in the back yard accordingly.

On a motion by Mrs. Kingrey, seconded by Ms. Ramsey, COA-2025-01 for exterior alterations at 218 Elm Street based on the standards provided, and excluding the shutters was unanimously approved.

The installation of the shutters would be revisited later.

Minor Work/Staff Approval Application Report: January-February

Planner Brehmer reviewed the following Staff approvals:

- 122 N Front Street – Installed sign for “Brickhouse Boutique” on existing signpost
- 206 Elm Street – Installed flower bed boarder using boarder blocks double stacked with decorative rocks around plants

Planner Brehmer reviewed the following Minor Work approvals:

- 116 Water Street – Removed newer brick between foundational pillars and replaced with handmade white lattice with black wall behind the lattice to keep animals out
- 219 Walnut Street – Installed manual hurricane shutters on back elevation of home

Public Comment

Citizens were offered an opportunity to address the Board. No comments were made.

Adjournment

On a motion by Mrs. Kingrey, seconded by Ms. Ramsey, the meeting adjourned at 5:53 pm.



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Training Opportunity/Update**

Board Meeting Date: **April 15, 2025**

Prepared By: **Rebecca Brehmer, CFM, CZO, – Town Planner**

Overview: The goal of this update is to provide details on recent and upcoming training opportunities involving the SHPC.

On Thursday March 27, 2025, SHPC member, Lauren Brown, and Staff held a workshop in coordination with the Swansboro Library and provided a presentation on the functions and purpose of not just our SHPC but also the purpose of our Historic District Design Standards found in the UDO. It was a successful presentation with a good turnout. Each educational event is a good step towards the goal of getting public involvement and education on the importance of our district.

Additionally, there is an opportunity for CLG/HPC training through the State Historic Preservation Office on Friday, April 25, 2025, from 9:00am-4:30pm. The event will be hosted in New Bern and there is no cost. Topics covered include Rehabilitation Historic Tax Credits, Disaster Resilience, Commission and CLG Responsibilities, Architectural History, and Community Engagement. As a CLG, we are required to earn a certain amount of training hours a year, so attendance is encouraged. An email has been sent out with registration link, please register by April 17th.

Recommended Action: Hold discussion.

Action: _____



Historic Preservation Commission Meeting Agenda Item Submittal

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

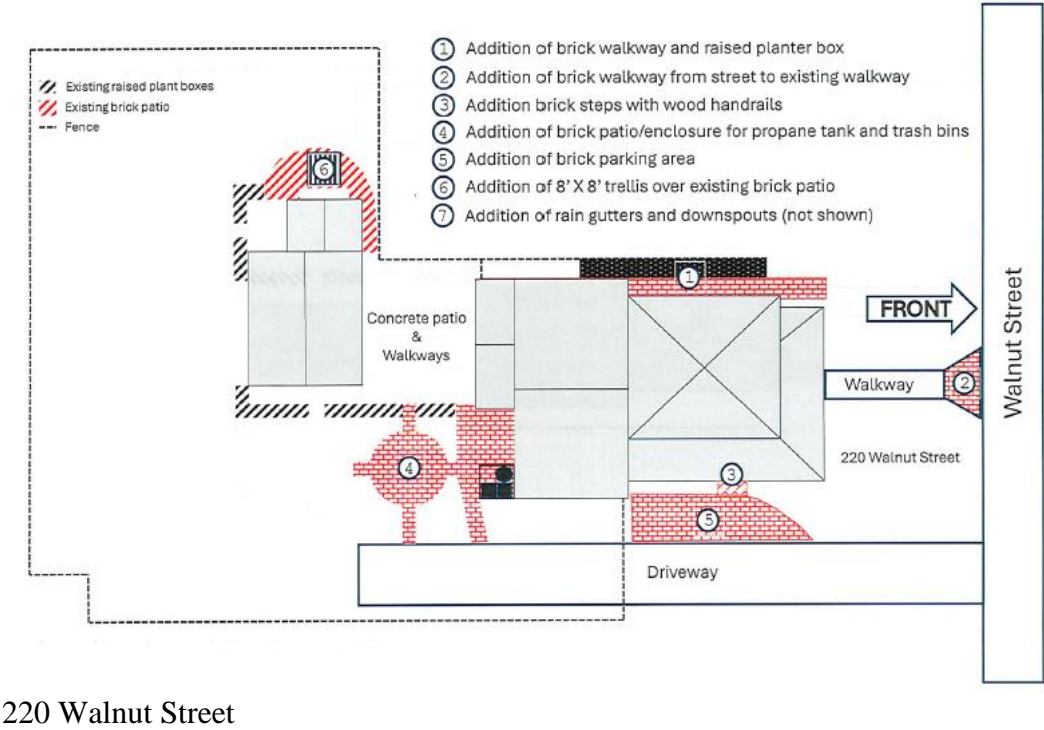
Board Meeting Date: **April 15, 2025**

Prepared By: **Rebecca Brehmer, Town Planner, CFM, CZO**

Overview: **APPROVALS REPORT FOR LOCAL HISTORIC DISTRICT**

Staff Approval

Date: March 4, 2025
Applicant: Justin Santariga
Address: 220 Walnut Street
Action: Installation of brick walkways, brick patio, brick parking area, trellis, and rain gutters.
Status: Approved



220 Walnut Street

Action: _____

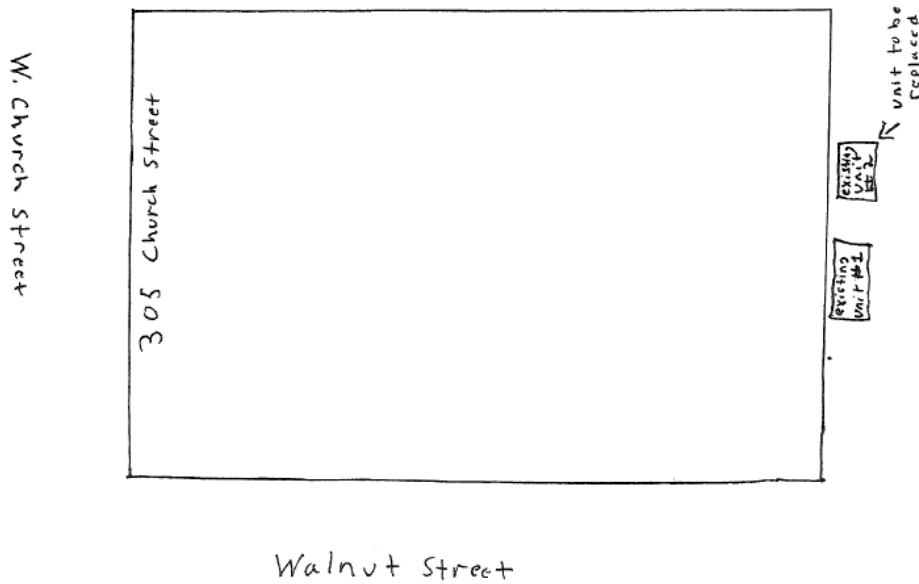
Date: March 20, 2025

Applicant: Michael Robertson

Address: 305 Church Street

Action: Replace HVAC Unit in-kind.

Status: Approved



305 Church Street

Date: March 26, 2025

Applicant: Travis Speed

Address: 115 Main Street

Action: Replace HVAC Unit in-kind.

Status: Approved



115 Main Street

Minor Work

Item III - b.

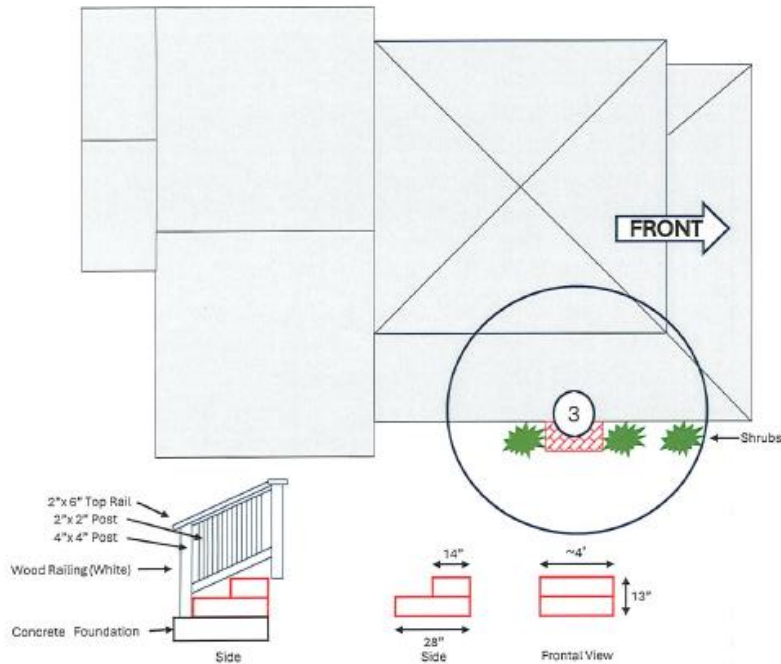
Date: March 18, 2025

Applicant: Justin Santariga

Address: 220 Walnut Street

Action: Addition of brick steps with wooden handrails off the left side of the front porch.

Status: Approved



Item #3: Addition brick steps with wood handrails



Location of Proposed Steps
(Left Side of Residence)

Sample Brick



220 Walnut Street