

**TOWN OF SWANSBORO  
HISTORIC PRESERVATION COMMISSION  
OCTOBER 18, 2022, REGULAR MEETING MINUTES**

**Call to Order**

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

**Approval of Minutes**

On a motion by Mrs. Ramsey, seconded by Mrs. Kingrey, the August 16, 2022, regular meeting minutes were unanimously approved.

On a motion by Mr. Binanay, seconded by Mrs. Kingrey, the September 20, 2022, regular meeting minutes were unanimously approved.

**New Business**

*Vote to hold a Special Meeting to consider a major after the fact COA for 206 Walnut Street.* Planner Andrea Correll informed the board that a new roof installation had been started on 206 Walnut Street without an approved Certificate of Appropriateness. The property owner and contractor were advised to stop work and provided directions to apply for a COA. In the meantime, underlayment had been installed on the roof. Mrs. Correll advised that once the town receives application and payment the matter could be scheduled for a special meeting or held at the Board next regular meeting on November 15, 2022.

The consensus of the Board was to hear the matter at their next regular meeting, November 15, 2022.

*Review of Staff approvals*

Mrs. Correll reviewed the following staff approvals.

- a. 202 Main Street: Repaint original paint color, white trim with gray siding.
- b. Update of visitor's center exterior:
  - Picture was provided showing railings that would be used
  - Steps would be facing Water Street
  - Ledger board and some trim would need to be replaced.
  - Suggested changing ground cover due to erosion, oyster shells or stones.
  - When exterior construction is complete, parking space would be put back in place as it was originally
  - Once exterior of the project completed, we would go back to National Park Service to change status from non-contributing to contributing.
  - The interior of visitor's center would have a shower and laundry facility, and those renovations would be completed after the exterior renovations are completed.

*Codified Draft of proposed demolition by neglect ordinance*

Mrs. Correll provided a handout for the board to review and make notes for discussion of an ordinance amendment for demolition by neglect at a future meeting.

**Old Business**

*Certificate of Appropriateness for 2021-02 / 214 Water Street*

Mrs. Correll informed the board that the demolition permit was issued on October 4, 2022.

*Relocation of accessory structure from 209 Main Street to 220 Water Street*

The following details were reviewed.

Cost estimates

- \$2,501.60 Duke Energy quote dated 10/11/2022 valid for 30 days.
- \$5,000.00 estimate for moving structure.
- cost of lifting power lines and fiber cables - Staff had reached out to CenturyLink and Time Warner Cable for quote.
- cost of tree trimming – unknown

Mrs. Correll informed the board that public money could not be used for residential historic homes. She stated that we can work with the Historic Association through their 501C.

Mrs. Correll informed the board that Mr. Shuller, who resides in the historic district on Front Street had reached out to her concerning relocating the building to his property. It was suggested that all the parties involved in the relocation of the accessory building meet and then consult with Mrs. Correll.

*Board thoughts concerning accessory building:*

- Inquiry with Anna Stanley, Parks and Recreation Department Head, to see if we could move the accessory structure to one of our public parks. If so, we could possibly obtain a grant to do so.
- Citizens relocate structure.
- Raise funds through a non-profit

*Fence – review of approval process*

Mrs. Correll informed the board that she would be canvassing the district several times a week. With that she believes fence approval should stay as staff approval. The board agreed.

**Chairman/Board/Staff Comments**

*Staff comments*

Mrs. Correll informed the board that Mr. Wood would like to hold a workshop in Swansboro for door and window restoration. The board and staff agreed to host the workshop, schedule for the first of 2023.

There is a meeting scheduled for November in Raleigh for Certified Local Government Commission Training. Mrs. Correll stated she would submit more information as she receives it.

#### *Board Comment*

The board welcomed Mrs. Correll and stated they were glad to have her back in the Town of Swansboro.

Mr. Binanay shared that the review process of Historic District Stakeholder Survey should be completed by the next scheduled meeting. He also was interested in recapping information that was provided at workshop in September 2022.

The board shared that they would like to discuss massing. Mrs. Correll stated that she would work to have something hopefully by the December 2022 meeting for discussion.

#### **Public Comments**

None

#### **Adjournment**

The meeting adjourned at 6:10pm.