

**TOWN OF SWANSBORO
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING AGENDA
July 18, 2023**

Call to Order

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

Approval of Minutes

On a motion by Mrs. Ramsey, seconded by Mrs. Kingrey, the May 16, 2023, regular meeting minutes were unanimously approved.

Business

Certificate of Appropriateness/210 S. Walnut St

The following individuals were sworn in and/or addressed the board.

Rebecca Brehmer

Jerry Seddon

Projects/Planning Coordinator Brehmer presented the board with the owner's request for exterior alterations. The house was a contributing structure in Historic District and Zoned R6SF. The reason for the request was for in-kind routine maintenance by repairing the wood siding already present on the main part of the house by adding the same appropriate wood siding to the rear bump out, and to replace the current back door on the bump out with a French door. Both requests are compliant with Section 4: Exterior Wall Covering, Trim, and Ornamentation and Section 5: Windows and Doors.

The public hearing was opened at 5:34 PM

Projects/Planning Coordinator Brehmer further stated Mr. Seddon was present for questions.

In response to inquiries from the board, Mr. Seddon clarified the following:

- With the disrepair of the house, the outer walls and floors were rotten, and contractors suggested demolishing the house. Mr. Seddon did not want to demolish the house.
- The house would be repaired by being altered from the inside. The roof lifted, and walls rebuilt in the same footprint. He decided to have a wider door than the original door so he would exit out the back.
- He was told the bump out was constructed in the 1970s with asbestos and was originally a screened room that was turned into a utility room because of the haphazard construction.

The Public Hearing was closed at 5:36 pm.

On a motion by Mrs. Kingrey and seconded by Mrs. Ramsey, COA 2023-06 was approved unanimously based on the criteria of Section 4.1, Exterior Wall Coverings, Trim, and Ornamentation - Standards; Section 4.2, Synthetic Siding Policy, and Section 5.1, Windows, and Doors – Standards.

Swansboro Historic Preservation Commission Opening Statement

Projects/Planning Coordinator Brehmer reviewed that staff were asked to research and draft an opening statement to be reviewed at each meeting that would inform the public in attendance at meetings of the standards for public comments and decisions to be made by the commission.

The recommended statement would read as follows:

“Quasi-judicial Decisions are based on competent, substantial, material evidence properly in the record. All that wish to speak must be sworn in at the beginning of the meeting. If your testimony meets these standards, then sign up and please be sworn in to speak.”

“Certificate of Appropriateness requests should be in keeping with the special character of the historic district and decisions must be based on the review criteria, contained in §152.482 of the Town Unified Development Ordinance.”

Projects/Planning Coordinator Brehmer stated this was the staff’s recommendation and could be edited if the board had any recommendations.

During discussion it was decided that a slide would be added at the beginning of the meeting on the television screens, and the statements would be read.

Review of Staff Approvals

Projects/Planning Coordinator Brehmer reviewed the following staff approval items.

- 216 Water Street: Replaced front doors from 6’ fixed double doors to 6’ sliding doors to help with water entry into the home.
- 140 Front Street: Built 6’ x 10’ ground level deck with attached planter and railing.
- 209 Water Street: Removed vinyl siding, restored, and painted original siding white, and repaired rotten wood on back deck.
- 114 Elm Street: Replaced metal garage door with historic wood plank barn doors painted white to match structure.
- 212 Elm Street: Installed an 8.5’ long section of picket fence at 3.5’ tall in back yard to cover heat pump from view. The fence matched the existing picket already present in the backyard.
- 129-2 Front Street: Installed sign above store front 4’ long and 32” in height. The sign is the shape of an elephant and a dark red color from the color palette.
- 212 Elm Street: Performed maintenance on detached garage and built new ground level deck (patio) in kind to what it replaced.
- 114 Elm Street: Repaired rotten wood on front porch and steps.

Board Discussion of Matters

The Board discussed the landscape ordinance, house paint colors, standing seamed roofs (old fashioned turned roofs), windows, and the changes to be made to the ordinances.

Planner Correll advised that if the Board wanted to change the ordinances, the Board would need to make a motion or directed staff to create a draft Text Amendment. Once the Text Amendment

has been approved by the Historic Preservation Commission, it would then be reviewed by the Planning Board and then the Board of Commissioners.

The Board requested Staff to compile the items to discuss for the Text Amendment for the next Board Meeting and recommended a picture of a standing seamed roof and a picture of an alternative as examples. Then the board could discuss the Text Amendment.

Projects/Planning Coordinator Brehmer offered the following recommendations/suggestions:

- Stated the board could use John Wood's presentation to support what the Board requested.
- Suggested a meeting with the Historical Association and the public for the Board's inquiry about a Deed of Easement discussion. A Deed of Easement provided an easement for when the property in the Historic District would be transferred to the next homeowner, the new homeowner would not be allowed to demolish the house.
- Clarified with the board, that the staff would research the items on the list and provide information to the next board meeting for the Landscape ordinance, color palette, standing seamed roofs (old fashioned turned roofs), windows, and the draft changes recommended for the UDO.

Chairman/Board Thoughts/Staff Comments

Mrs. Justice gave an appreciation of Andrea Correll and Rebecca Brehmer on the amount of information they are provided the board.

Mrs. Ramsey requested an approved list of vegetation, to which Ms. Casper provided a pamphlet from the NC Coastal Landscaping Initiative.

Projects/Planners Coordinator Brehmer and Planner Correll clarified the following to the board:

- The question about more houses being nominated for Landmark Status is a question for Mr. Wood. The research needed to be completed.
- The 2023-2024 budget had just been passed and was not sure if any money was in the budget for proceeds for the Landmark Status and shared the Staff worked with Mr. Wood at the Visitor's Center - Littleton House. The nomination was with the Department of the Interior, the keeper of the National Registry District, which changed from non-contributing to contributing. The Staff would request help from Mr. Wood on these for Landmark Status.
- Responded to the Board inquiry in reference to any challenges with staff approvals for things which the Board might have addressed with only about the Live Oak tree being cut down and the Historical District not providing a tree canopy. The board challenged each other to plant a live oak.

Public Comments

None

Adjournment

The meeting adjourned at 6:16 pm.