

**TOWN OF SWANSBORO  
HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING MINUTES  
NOVEMBER 19, 2024**

**Call to Order**

The meeting of Swansboro Historic Preservation Commission was called to order at 5:33 PM. Commission members in attendance were Jonathan McDaniel, Kim Kingrey, Elaine Justice, Christina Ramsey, and alternate member Jerry Seddon. Lauren Brown was not present. An alternate seat was vacant.

**Approval of Minutes**

On a motion by Ms. Brown, seconded by Mrs. Kingrey, June 18, 2024, regular meeting minutes were unanimously approved.

On a motion by Mrs. Ramsey, seconded by Mrs. Kingrey, July 16, 2024, regular meeting minutes were unanimously approved.

**Business**

***Historic Resilience Project Update***

Planner Brehmer reviewed that the after two Swansboro Historic Preservation Commission members and staff attended the Historic Resilience Workshop held by the NC School of Government in December of 2023, using “A Handbook for Historic Resilience Community Planning”, Step 1 of Identifying Flood-Hazard Areas in the Community had been completed.

Mrs. Brown shared that she had attended the Historic Resiliency class on October 30, 2024, on the Battleship in Wilmington, NC and reviewed that historic districts used grant money to build templates and ordinance language to augment not replace the standards. Comparisons could be used to provide what changes or additions were needed for the standards.

Planner Brehmer shared the next step would be to identify historic resources that were in the flood areas. Step 2 would have required resources at the county level. Ms. Brown and Planner Brehmer would work together to reach out to Onslow County GIS for assistance.

Additionally, Planner Brehmer shared that she had been in contact with a representative from the Eastern Carolina Council, which assists local governments with various projects. They have a state-funded grant specialist who helps communities obtain grants at no cost and there may be an opportunity to secure grants for adding resiliency measures to historic district homes.

**Review of Staff Approvals**

Planner Brehmer reviewed the following Staff Approvals:

- 106 Walnut Street – Installed an exterior water heater on the side of the house.
- 220 Walnut Street – Constructed a hen house and enclosure in rear yard.

**Chairman/Board Thoughts/Staff Comments**

The following information was clarified by Planner Brehmer or discussed by the commission.

- There is a section in the ordinance allowing chickens but not roosters. Owners can have up to six hens with specific space requirements per hen. Detailed regulations exist regarding enclosure construction.
- Flyers were distributed for an archaeology workshop at Emerton School. The event is scheduled for November 20th and was open to anyone interested.
- The library was seeking presenters for informational or educational programs in March, April, or May. The commission discussed potential topics and resources available. The contact person for coordination is Stephanie Edwards (for library-related events). Friends of the Library typically handle programs, requiring clarification on hosting authority.
- An open invitation was extended for members and the public to attend a meeting at 3:30 PM at the Heritage Center. There is a need for more participation and collaboration on joint events.
- The text amendment related to fences would be reviewed by the planning board at their December 3rd meeting.
- 209 Water Street: A flood variance was granted, the state preservation office approved the completed work, the project is now closed, and the house is in good condition.
- Front Street AC Unit: An issue was reported regarding unit placement. The homeowner and tenant are working to relocate it with proper permits.
- Concerns were raised over a neglected house downtown. The ordinance outlines a process for adding properties to the list: complaints must be filed, an investigation and status report issued within 14 days, a notice of violation sent, followed by a 30-day response period, and structural reports and compliance plans required. The commission discussed how to handle other properties in similar conditions and the financial constraints homeowners face in completing necessary repairs. Alternative approaches were considered, and a research plan was proposed to compare approaches in Little Washington, Beaufort, Wilmington, and New Bern, along with consulting the town attorney on legal and financial implications.

### **Public Comments**

Citizens were offered an opportunity to address the commission. No comments were offered.

### **Adjournment**

The meeting adjourned at 6:08 pm.