

**Town of Swansboro**  
**Historic Preservation Commission**  
**April 15, 2025, Regular Meeting Minutes**

**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 Elaine Justice. Lauren Brown was on leave of absence and alternate member Jerry Seddon was not present. An alternate seat was vacant.

**Approval of Minutes**

On a motion by Mrs. Kingrey seconded by Ms. Ramsey the February 18, 2025, Regular Meeting Minutes were unanimously adopted.

**Business**

*Training Opportunity/Update*

Rebecca Brehmer, Town Planner, provided an update on recent and upcoming training opportunities for the Historic Preservation Committee (HPC). She reported on a successful workshop held at the library on March 27th in coordination with Lauren. The presentation was well attended, with engaged participants asking questions. Rebecca suggested that similar presentations could be organized with the library in the future.

Planner Brehmer also informed the committee about an upcoming Certified Local Government (CLG) training opportunity in New Bern on Friday, April 25th. The all-day event, from 9:00 AM to 4:30 PM, is free to attend, though lunch may be on the attendees' own. Topics to be covered include rehabilitation, historic tax credits, disaster resilience, commission and CLG responsibilities, architectural history, and community engagement. Rebecca and Kim had already registered, and she encouraged other members to join if interested. The registration deadline was noted as April 17th.

A recommendation to provide a presentation similar to the workshop held at the library to high school students was suggested.

*Minor Work/Staff Approval Application Report March-April*

Planner Brehmer reviewed the minor work and staff approval applications for March-April, noting that activity had been light. The following applications were reported:

- 220 Walnut Street: Installation of a brick patio. Approved, using the same brick already present at the house.
- 430 Church Street: Replacement of HVAC unit in kind. Approved.
- 115 Main Street: Replacement of HVAC unit in kind. Approved.
- 220 Walnut Street: Addition of brick steps with wooden handrails off the left side of the front porch. Approved as a minor work, using the same brick and handrails present on the front porch.

### **Chairman/Board Thoughts/Staff Comments**

The committee discussed the ongoing work at the Heritage Center. Planner Brehmer shared that while there was no set reopening date, significant progress had been made. Windows in the auditorium had been expertly restored, rust on ceiling tiles was being addressed, and repointing work on the exterior had been completed.

Planner Brehmer provided an update on ongoing enforcement issues. She reported active communication with the owner of a property under demo by neglect proceedings. The owner had obtained an engineer's report on necessary work and was considering options. She expressed optimism about the direction of this case due to the owner's responsiveness.

In response to an inquiry from the board, Planner Brehmer clarified the following:

- Explained that while the ordinance includes code enforcement procedures, strict enforcement by involving the attorney isn't always pursued due to potential costs to the town. She agreed to add this topic to her list for further discussion with relevant parties.
- She would reach out to Ms. Brandt with the state historic department to find out more on code enforcement options and grants available.

### **Adjournment**

On a motion by Mrs. Ramsey, seconded by Mrs. Kingrey, the meeting adjourned at 5:49 pm.