



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Certificate of Appropriateness/ 211 Elm Street**

Board Meeting Date: **October 20, 2026**

Prepared By: **Mikey Tata, Town Planner**

Overview: The owner of 211 Elm Street or the “*Charles R. Webb House*” has requested a Certificate of Appropriateness for alterations to their property. This home is contributing to the Swansboro Historic District and is zoned R-6SF.

The scope of work includes painting the roof silver/metal, replacing any rotten wood siding and trim with matching new wood, restoring siding on the rear elevation by removing non-historic plexiglass, and addressing water erosion on the left elevation via a rain diverter or extended gutters. Existing green shutters will be repainted or removed per State Historic Preservation Office guidance confirming they are non-original. On the front porch, the ceiling and floor will be repainted, existing fixtures replaced with two electric lantern-style fixtures with flicker-flame bulbs flanking the front doors, and optional modifications may include removing porch railings and decorative brackets. The front doors will be painted or stained, with an option to match the right door to the left, add privacy glass, and replace screen doors with painted white or stained units. Additional door and window work includes repairing broken glass in rear sashes, installing painted wooden storm windows to preserve original sashes, and repairing or replacing rear French doors and side doors while adding matching screen doors and lighting fixtures.

For the rear and side porches, rotten wood will be repaired, and the deck extended by three feet to reconnect the rear and side porches into a continuous configuration, with potential additions of a straight staircase layout, an integrated outdoor shower faced with matching wood/lattice, and an extended roofline. Stained historic-style wooden lattice skirting will be installed between foundation piers along the house and decks. Property and site improvements comprise removing overgrown front vegetation for new plantings, replacing front paver walkways with reclaimed brick or flagstone, creating a left-side parking area constructed of historic reclaimed brick pavers, installing an external electrical box near the meter, and screening trash receptacles with a 36-inch painted or stained historic lattice or picket fence.

Please see relevant design standards below; these requests appear consistent with these standards.

Background Attachment(s):

1. COA-2026-05 Application & Accompanying Pictures
2. Aerial GIS Map
3. Section 3: Roofs (Painting the roof silver/metal and rain diverter/gutter work
4. Section 4: Exterior Wall Covering, Trim, and Ornamentation (Replacing rotten siding/trim with matching wood, removing non-historic plexiglass, and removing decorative brackets)
5. Section 5: Windows And Doors (Repairing rear glass, adding wooden storm windows, replacing/staining front & French doors, screen doors, shutter removal/painting, and privacy glass)
6. Section 6: Porches And Entrances (Repainting front porch floor/ceiling, potential removal of porch railings, deck stair reconfigurations, and connecting rear/side covered porches)
7. Section 7: Brickwork And Masonry (Reclaimed brick pavers for walkways/parking and foundation pier repairs)
8. Section 8: Foundations (Installing historic wooden lattice skirting between foundation piers)
9. Section 10: Paint And Exterior Colors (Color selections for roof, siding, trim, porch floors/ceilings, lattice, doors, and shutters)
10. Section 12: Additions To Contributing Buildings (Extending rear porch by 3 feet, reconnecting side/rear porch rooflines, and potential outdoor shower addition)
11. Section 13: Decks In the Historic District (Demolishing, repairing, and expanding the rear/side deck structures)
12. Section 14: Fences And Walls (Constructing the 36" historic lattice or picket trash enclosure fence)
13. Section 15: Energy Conservation and Utilities (Installing the external electrical box near the meter box)
14. Section 16: Exterior Lighting (Replacing front porch light fixtures with flicker-flame lantern fixtures and adding matching side/rear door fixtures)
15. Section 17: Off-Street Parking (Adding the designated left side parking area using reclaimed brick pavers)

Recommended Action:

1. Hold a public hearing
2. Motion to approve or deny COA-2026-05 for alterations to accessory structures and property at 211 Elm Street based on the standards provided.

Action: _____
