

**TOWN OF SWANSBORO  
HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING  
October 17, 2023**

**Call to Order**

The meeting of Swansboro Historic Preservation Commission was called to order at 5:31 PM. Those in attendance were Jonathan McDaniel, Kim Kingrey, Elaine Justice, Christina Ramsey, Edward Binanay, and ALT member Eric Young. ALT Gregg Casper was not present.

**Approval of Minutes**

On a motion by Mr. Binanay, and seconded by Mrs. Kingrey, the July 18, 2023, Regular Meeting Minutes, were unanimously approved.

**Business**

***Review of Minor Work Approvals***

*Projects/Planning Coordinator Brehmer reviewed the following approved items:*

- 140 Front St: Addition of wood-frame planter and railing to accessory building
- 101 Church St: Removed dead and diseased trees in front of shops.
- 205 S Walnut St: After the fact demolition of accessory structure (shed) due to damaged and structure issues.
- 212 S Elm St: Replaced wooden barn style garage doors and hardware, as well as ridge cap on metal roof.

***Review of Staff Approvals***

*Projects/Planning Coordinator Brehmer reviewed the following approved items:*

- 203 Church St: Replaced Little Free Library box outside of Visitor's Center.
- 101 Church St: Painted exterior fascia, trim, eaves, and doors of building with colors from approved color palette.

***Local Landmark Designation Discussion***

Projects/Planning Coordinator Brehmer reviewed that direction was given for staff to provide a basic flow chart outlining the local landmark designation process in the Historic District. Staff recommended using this process as a tool for repairing or rehabilitating homes that were at risk of being lost in the Historic District. Examples shared were the Bell House or the Fisherman's Cottage, also named Bloodgood House on Water Street through property tax deductions.

The first step in the process would be to gather information and history that fit the criteria needed to deem a property a "Local Landmark". The second step would be to adopt the Rules of Procedure and Design Standards in consultation with the State Historic Preservation Office. The third step would be where the staff would conduct an informal inventory of all potential landmarks within the jurisdiction. Creating an application to submit to the State Historic Preservation Office would also be needed to start the process. If the board chose to pursue this process, the staff recommended a subcommittee.

In response to inquiries from the board Projects/Planning Coordinator Brehmer clarified to the following:

- The Historical Association offered the two examples and provided a more detailed explanation of the Bell House and Fisherman's Cottage.

- The informal inventory would be a list of houses created by the board which they would be interested in submitting to the state for consideration for Local Landmark status.
- A cemetery would be included in the informal inventory list, with typically the landmark would be a structure. There were other routes to be used for cemeteries, which would be discussed later.
- The subcommittee would consist of two board members. The State Historic Preservation Office gave a detailed list of what is needed in the application. The structures chosen had to have integrity, materials, and historical significance which were part of the criteria for application.

A motion made by Mrs. Ramsey, seconded by Mr. Binanay, with unanimous approval, staff was directed to form a subcommittee to produce a list of proposed landmarks for the Historic District of Swansboro. Mrs. Kingrey and Mrs. Ramsey were selected to participate on the subcommittee.

### **Color Palette Amendment**

Projects/Planning Coordinator Brehmer reviewed that during the September 19, 2023, meeting, the board appointed a subcommittee with two board members, Kim Kingrey and Gregg Casper, to work with staff on amending the Historic District's color palette. The subcommittee met on Tuesday, October 3, 2023. The subcommittee recommended eliminating a few bright and out of character colors from the palette and added an "Approved Primary Colors-Business" section. They also added a disclaimer to Section 152.479 subsection 58 which stated staff had the right to refer to the board for input for any out of character color/color combination choices to the Historic District

In response to inquiries from the board, Projects/Planning Coordinate Brehmer clarified the following:

- The homeowner's concerns about the changed palette would be addressed with a wide array of color options to choose from. Only some of the bright colors, black or chocolate brown, and beach colors, which didn't fit the character or history of the district, were taken from the color palette. Current homeowners would be grandfathers in for the new color palette.
- Projects/Planning Coordinator Brehmer stated the staff were available for contact to discuss any of the regulations and the process with new and current homeowners.

Planner Correll reminded the Historic Board that the Amendments to Color Palette needed to go before the planning board and the Board of Commissioners for approval.

A motion by Mrs. Ramsey, seconded by Mrs. Kingrey, with the Amendments to the Color Palette for the Historic District of Swansboro was approved. Ayes: Mr. McDaniel, Mrs. Kingrey, Mrs. Justice, Mrs. Ramsey; No: Mr. Binanay

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

The board discussed the standards in place which required a Massing Study in the town ordinance. Projects Coordinator Brehmer responded to the board that the board could direct Staff to draft an amendment to amend the massing standards to discuss wording for additions.

A motion was made by Mr. Binanay, and seconded by Mrs. Kingrey, and unanimously approved to direct the staff to create a draft text amendment to allow provisions for additions wording on the Massing Study.

Projects Coordinator Brehmer responded to the board's inquiry about the quasi-judicial statement. The quasi-judicial statement was approved and primarily read when there had been a quasi-judicial hearing. If the board wanted to read the statement at the beginning of the board meetings, the staff would do so.

Planner Correll responded to the board's request for a town survey. Surveys are only done about every two years since only 42 people lived full time downtown. The board requested to get feedback from not just stakeholders who live downtown, but the business owners, and citizens of Swansboro. The board requested time with the staff to discuss the survey further and feedback.

Projects Coordinator Brehmer shared a workshop is available through the School of Government for Historical Resilience. The workshop touched on natural hazards and flood mitigation. It would be beneficial for staff and a wide variety of community members. For CLG credits, two board members and one member of staff would need to attend. Mrs. Kingrey, Mrs. Justice, and Projects Coordinator Brehmer volunteered to attend.

### **Public Comments**

Brad Phillips, 204 Walnut St, requested a special meeting for the board to hear his Certificate of Appropriateness request for his property located at 205 Walnut St.

Projects Coordinator Brehmer shared that a special meeting could be held on October 30, 2023, at 5:30 pm for the board to hear the COA submitted by Mr. Phillips. The board agreed to hold a special meeting on October 30, 2023, at 5:30 pm.

### **Adjournment**

On a motion by Mrs. Kingrey, seconded by Mr. Binanay, to adjourn the meeting, was unanimously approved.