



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Text Amendment to Section 5: Windows and Doors**

Board Meeting Date: **March 19, 2024**

Prepared By: **Rebecca Brehmer, Projects/Planning Coordinator, CFM, CZO**

Overview: At the February 20, 2024, Swansboro Historic Preservation Commission meeting, the board made a motion to appoint a subcommittee consisting of town staff, Elaine Justice, Lauren Brown, and Kim Kingrey to review and draft a text amendment to Section 5: Windows and Doors found in our Historic District Design Standards.

The subcommittee met on February 26, 2024, and March 7, 2024, to address concerns and ideas for updates to the standards listed in Section 5: Windows and Doors. In summary, most of the updates found in the proposed text amendment to this section consist of changes in verbiage, requiring new windows and doors on historic or contributing structures to be sourced from an architectural salvage company, built in kind, or in the case of windows, to be wooden or wood clad.

Background Attachment(s): Draft Ordinance

Recommended Action: Motion to recommend amending Section 5: Windows and Doors in the Historic Design Standards of the Unified Development Ordinance and forward those recommended changes to the Planning Board for their review.

Action: _____
