



SWANSBORO HISTORIC PRESERVATION COMMISSION CERTIFICATE OF APPROPRIATENESS

Application # 2026-04

I Hereby apply to the Swansboro Historic Preservation Commission for a Certificate of Appropriateness (COA) for the structure, project, or proposed restoration, modification or change one the following property located within the Historic District:

NAME: Anne Shuller

MAILING ADDRESS: P.O. Box 56, Swansboro, NC 28584

ADDRESS OF AFFECTED PROPERTY: 137 Front St.

PHONE NUMBERS: (Home) 910-326-3583 (Mobile) 910-758-3506 (Work)

Indicate if you need a pre-application review: Yes ☒ No

(Note: A pre-application review is required for all projects exceeding a cost of \$10,000 and/or involving new construction projects with a minimum square footage of 1,000 sq. ft. or addition of 500 sq. ft.)

INSTRUCTIONS: (Please initial that you read and understood these instructions)

- 1) Each application must include a written property description. In the space provided or on additional sheets, describe the nature and extent of the proposed work to include a listing of materials and dimensions. Physical material samples will be required as part of the application package. Provide sufficient detail to allow the Swansboro Historic Preservation Commission (SHPC) to make an informed decision regarding appropriateness. Initial here: AS

- 2) For each specific type of activity, attach the following materials: (check the applicable category)

☒ **EXTERIOR ALTERATION:** Photograph(s) and sketch(es) showing existing conditions and proposed changes for each effected area. Initial here: AS

☐ **NEW CONSTRUCTION/ADDITIONS:** a) Plot plan showing all new construction on proposed site; b) preliminary or final drawings showing proposed design of new construction or new addition (elevations required); c) descriptions, samples, and specifications indicating materials and textures used on exterior construction; d) statement by owner of how proposed new construction meets the intent of the SHPC design guidelines for projects involving new buildings with more than 1,000 sq. ft. or addition of 500 sq. ft.; and e) deed of property; f) Massing Study sealed by engineer or architect (find details in Appendix III Section 11 New Construction of the Town Unified Development Ordinance). Initial here: _____

☐ **MOVING / DEMOLITION:** a) Photographs of building to be moved or demolished (including photos of all elevations and a streetscape); b) written description of reason for move or demolition; and c) for moving requests, a photograph of proposed site for relocated building and a plot plan showing exact building location with pertinent dimensions. Initial here: _____

ALL SKETCHES, DRAWINGS, COLOR CHIPS, ETC. MUST BE SUBMITTED IN
MULTIPLES OF TWO (2) and "8 1/2 x 11" SIZE PAPER IS PREFERRED.

PROJECT DESCRIPTION (Attach additional sheets if necessary):

Please see the attached description and
photographs.

The applicant(s) and/or his/her representative(s) are required to appear before the Swansboro Historic Preservation Commission to present, discuss and clarify the application the night of the meeting. If the applicant is not the owner of the property a written statement by the owner is required prior to the meeting for the applicant to pursue the COA. Initial here: 

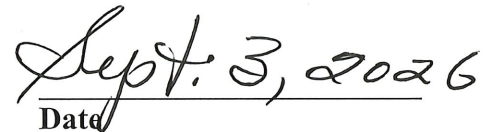
Any applicant(s) requiring a "CAMA" permit, must submit the approved CAMA application with CAMA official(s) signature(s), prior to the review of the COA by the Swansboro Historic Preservation Commission. Initial here: 

All applications become the property of the Swansboro Historic Preservation Commission for the Town of Swansboro. This application shall be completed and returned to the Planning Department at least seventeen (17) days before the Swansboro Historic Preservation Commission meeting at which the application may be considered. Initial here: 

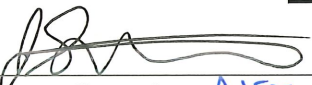
Decisions made regarding the COA application by the Swansboro Historic Preservation Commission must be followed. Any changes to the project that are not outlined in the application must go through the COA amendment process. Failure to follow the order of the COA will result in code enforcement as outlined in § 152.487 COMPLIANCE AND ENFORCEMENT. Initial here: 

It is the policy of the Swansboro Historic Preservation Commission that the board shall act as one body. Accordingly, individual members should not give personal opinions on applications submitted to the Swansboro Historic Preservation Commission, and no such individual opinion shall bind the Swansboro Historic Preservation Commission in any way. Initial here: 


Signature of Applicant


Date: Sept. 3, 2026

STAFF USE ONLY

Application received by:  Date: 9/13/26
Application reviewed with applicant by: Alissa Fender Date: _____
How: In person @Front Counter on 8/17/2026 By Phone _____
Fee Paid: 9/3/2026 Receipt Number R00022958
Comments: _____

137 Front Street (The Mercantile retail/former Jim Canady Fish House)
Front Door Replacement
Certificate of Appropriateness Application
(Revised 9/10/26)

Change: Replacement of the front door.

Reason for the change: The door had deteriorated to the extent that its condition was poor, and it could not be closed securely. (The tenant was informed by both the Swansboro Police Dept. and the owner of Poor Man's Hole [who had been made aware of it by someone else] that the door was not closed during non-business hours.) The areas of significant deterioration were in 2 locations, as follows: There was deterioration that resulted in a crack across the center of the door and through the door knob hole, and the door was also rotting at its bottom as a result of exposure to weather in the absence of an overhang, and in particular, due to rain splashing from the sidewalk.

New door: French-style 15-lite wood door with glass lites. 6' 7" tall, 3' wide, 1-3/4" thick. Top rail 4" wide, stiles 4" wide, bottom rail 8-1/2" wide. (purchased at a cost of \$340)

French or French-style doors used in the downtown and/or Historic District: The Social 1931 coffee shop [Dorothy Sanders Cafe] on Front St., Jess' Boutique [former First Baptist Church] at the corner of Main St. & Water St., Dini's Martinis & Desserts on Front St., Bake Bottle & Brew on Front St., and Rocket Fizz on Church St..)

Old door that was replaced: Craftsman multi-lite (recalled as being 6 lites) wood door with the glass lites in the upper portion of the door. That door had replaced a similar style door within the past 10-15 years. Although we cannot recall, there may have been another similar door, or other similar doors, over the years prior to that one. Prior to these smaller doors was the large solid wood fish house door that was used when the building served as a fish house. The building was eventually re-purposed as a retail space, which resulted in the replacement of that large door with a smaller door. That door change may have occurred around 1960. We were unable to locate a photo of the building with the recently-replaced door. However, we have attached a photograph of the larger fish house door as it appeared perhaps during the 1950s (it is unknown whether or not the pictured door was the original fish house door dating back to the 1930s construction of the fish house).

Current status of the recently-replaced door: The tenant has been carrying it in his vehicle. He had intended to discard it, but had not gotten around to doing that. He continues to have it in his vehicle.

Reason the COA application was not submitted prior to replacement of the door: The request to change the front door originated with our tenant. He presented the request to us, the landlord, and in reply, we informed the tenant that their request was acceptable. Unfortunately, we unintentionally failed to inform the tenant that a Certificate of Appropriateness application and approval would be required. One of the partners who owns the business is a former resident of Swansboro, and it is true that he did have exposure to Historic District requirements [which may have undergone some changes over time] during those years; however, well after the fact, during a conversation, he was surprised when I mentioned that I needed to prepare an application for approval. He was either not conscious, or unaware, that approval for this particular type of door change was required, or he was not aware that the application/approval process had not already been executed. In either case, the tenant purchased the door, and replaced it out of urgent necessity, after speaking with us about it. (Note: This tenant, who is not only a tenant, but a long-time family friend, regularly performs maintenance work on the building, which is an ongoing need for an older structure. He provides his labor at no charge, and seeks reimbursement only for materials at some point after those materials have been purchased, or after the work has been performed.)

After-the-fact penalty: Although the former door remains in the possession of our tenant, and is available for re-installation (which would result in the building being unsecured), the \$500 penalty and the \$200 application fee were made in person to Town Clerk Alissa Fender at Town Hall on 9/3/26. (Note: The COA application was submitted voluntarily, and un-solicited, without any reminder or notice having been received. We submitted it simultaneously with a Minor Work application that we submitted for proposed tree work in our yards.)



137 Front St.
new door



137 Front St
new door



137 Front St. new door





property from Mae Fulford Jones and her husband, John Sherwood Jones. Jones had inherited it from her mother, Ida Hargett, who had married a Fulford from New Bern. (left) Ed Sewell, an unidentifiable person, and Jack Bell loafing in front of the Old Brick Store in the early 1950s.



Looking up and down Front Street



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(Left) Capt. Vincent Ward stands in front of Jim Canady's fish house (137 Front Street) with a nice catch of king mackerel. In the '50s, Canady's fish house became the City Fish Market operated by Harry M. Moore.

137 Front St.

Source: Swansboro: A Pictorial Tribute
by Jack Dudley, published by the
Coastal Heritage Series in Morehead City
in 1998.

(The man appearing in the photograph is
mis-identified. The man is actually
Harry Moore.)

The Social 1931 coffee shop (Dorothy Sanders Cafe) Front St.



Corner of
Main St. &
Water St.
Jess' Boutique (former First Baptist Church)



Dini's Martinis & Desserts Front St

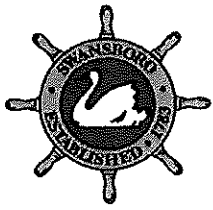


Bake Bottle &
Brew Front St.



Rocket Fizz
Church St,





TOWN OF SWANSBORO
601 W. CORBETT AVE
SWANSBORO, NC 28584

Receipt Number: R00022958

Cashier Name: JMS

Terminal Number: 1

Receipt Date: 9/3/2026 1:58:20 PM

Anne C Shuller
PO Box 56
Swansboro, NC 28584

Trans Code: Miscellaneous Product: Planning & Zoning Fees Minor Work Fee 140 & 136 Front St	Name: Anne C Shuller Amount: 50.00	\$50.00
Trans Code: Miscellaneous Product: Planning & Zoning Fees COA after the Fact Fee 137 Front St	Name: Anne C Shuller Amount: 500.00	\$500.00
Trans Code: Miscellaneous Product: Planning & Zoning Fees COA Fee 137 Front St	Name: Anne C Shuller Amount: 200.00	\$200.00
Total Balance Due:		\$750.00
Payment Method: Check	Payor: Anne C Shuller	Reference: 1455
		Amount: \$750.00
Total Payment Received:		\$750.00
Change:		\$0.00