



# Historic Preservation Commission Meeting Agenda Item Submittal

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Item To Be Considered: **Certificate of Appropriateness/Bartley House Privy/Post Office (114 Main Street)**

Board Meeting Date: **April 21, 2026**

Prepared By: **Rebecca Brehmer, CFM, CZO- Town Planner**

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**Overview:** The Swansboro Historic Association has requested a Certificate of Appropriateness for an exterior alteration to the Bartley House Privy & Post Office that was recently relocated to 114 Main Street.

As outlined in more detail in the application, the Privy/Post Office is owned by the SHA and is not in its original location. It is a contributing structure to the Swansboro Historic District. The request consists of removing the existing asphalt shingle roof and replacing it with a cedar shake shingle roof. Section 3 Roofs of the Historic District Design Standards reads “Unpainted or unstained cedar shake shingles are an appropriate roofing material if there is documentation that it was the original material or of the era of the home.” While there is no photographic evidence that is available to document the original roof of the Bartley House or the Privy, cedar shake shingles were the dominant roofing material in the area in the 1890s.

**Background Attachment(s):**

1. COA-2026-03 Application
2. Aerial Location Map
3. Section 3 Roofs

**Recommended Action:**

1. Hold a public hearing
2. Motion to approve or deny COA-2026-03 for exterior alteration of an accessory structure at 114 Main Street

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**Action:** \_\_\_\_\_

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