



# Planning Board Meeting Agenda Item Submittal

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Item To Be Considered: **Text Amendment to Appendix III Historic District Design Standards, Section 5: Windows and Doors**

Board Meeting Date: **April 2, 2024**

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

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**Overview:** The Historic Preservation Commission has recommended amendments to Appendix III Historic District Design Standards, Section 5: Windows and Doors

**Background:** At the February 20, 2024, Swansboro Historic Preservation Commission meeting, the historic 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. This draft was reviewed by the historic board at the March 19, 2024, meeting and was passed along for the planning boards review.

Overall, the amendments to Section 5: Windows and Doors was to put more of an emphasis on maintaining and preserving the original crafted wood windows and doors in our district and give more detailed standards on replacement options. The goal is always to make sure materials are historically accurate and consistent with the historic district as well as educate homeowners on resources such architectural salvage companies that are available for replacement options.

**Background Attachment(s):**

1. Draft Ordinance
2. Consistency Statement

**Recommended Action:** Motion to recommend approval of the text amendment to Appendix III Historic District Design Standards, Section 5: Windows and Doors with the comprehensive plan consistency statement to the Board of Commissioners.

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

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