



# Planning Board Meeting Agenda Item Submittal

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Item To Be Considered: **Text Amendment to Appendix III Historic District Design Standards,  
Section 3: Roofs**

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 3: Roofs.

**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: 3 Roofs found in our Historic District Design Standards. This draft was reviewed by the historic board at the March 19, 2024, and was passed along for the planning boards review.

Overall, the amendments to Section 3: Roofs was to add more standards on the best practices and materials to continue preserving the historic roofs in our historic district as well as ensure new roofing material is historically accurate and consistent. Details about terne or double lock roof forms were added as well as appropriate material and color options for new or replacement roofs. We had a roof expert come to the March 7, 2024, subcommittee meeting as well as the March 19, 2024, historic board meeting and he provided valuable input and technical terminology.

**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 3 Roofs with the comprehensive plan consistency statement to the Board of Commissioners.

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