

**Town of Swansboro
Historic Preservation Commission
Regular Meeting Minutes
December 16, 2025**

Call to Order

The meeting was called to order at 5:30pm. Board members in attendance were Jonathan McDaniel, Kim Kingrey, Christina Ramsey, Brad Phillips and Elaine Justice. Alternate member Jerry Seddon was not present. An alternate seat was vacant.

Approval of Minutes

On a motion by Mrs. Kingrey seconded by Mrs. Ramsey the October 21, 2025, Regular Meeting Minutes were approved unanimously.

Business

Certificate of Appropriateness/ 206 S. Walnut Street

The public hearing was opened at 5:36pm, and the following individuals were sworn in by Deputy Clerk Aliette M. Cuadro.

- Planner, Rebecca Brehmer
- Property Owner, Larry Spears

Planner Brehmer reviewed that the owners of 206 S. Walnut Street, also known as the "Fannie B. Oglesby House," had requested a Certificate of Appropriateness for exterior alterations to the home to replace a sliding glass door with a standard door with side lights. The home was a contributing structure within the Swansboro Historic District and was zoned R6SF.

Ms. Brehmer highlighted the following details about the request:

- The replacement door was not visible from street view
- The door being replaced was not original to the home
- The standards in Section 5 (Windows and Doors) primarily addressed original or historic features, which the door was not.

The Board discussed reviewing the Certificate of Appropriateness table in the UDO, noting that some minor, non-visible changes might not require a full Certificate of Appropriateness.

On a motion by Mrs. Kingrey, seconded by Mr. Phillips, COA 2025-02 for exterior alterations to the home replacing a sliding glass door with a standard door with side lights at 206 S. Walnut Street was unanimously approved.

Minor Work/Staff Approval Application Report October-November

Planner Brehmer reviewed the minor work and staff approval applications for October-November. The following applications were approved:

- 105 Walnut Street- HVAC system in front yard screened with plants and added patio to the back of property.
- 223 Elm Street- Tree Trimming and replacement of rear deck in-kind.

- 114 Water Street- Paint home Pantone 5565 (green/blue) and paint trim and shutter existing color.
- 114 Water Street- Replace shower enclosure attached to rear detached garage with matching Hardie board siding as the house.

Chairman/Board Thoughts/Staff Comments

The Board engaged in an extensive discussion regarding the challenges facing the historic district and preservation efforts in Swansboro. Several key concerns were raised, including the following:

- Frustration about enforcement issues and the risk of losing the town's historic designation. The board noted that while they had some good accomplishments, it wasn't enough to maintain momentum.
- The district's historical survey hadn't been updated since 1990, despite recommendations to update every 10 years.
- The Demolition by neglect case that had shown some progress, with foundation work being completed, though it was described as more of a temporary fix than a full restoration.
- Board expressed concern about historic properties being altered without proper approval.
- The board addressed potential educational initiatives, including:
 - o Coordinating with the upcoming Homes Tour in the spring.
 - o Offering educational workshops for interested community members.
 - o Increasing public outreach about historic preservation.

Planner Brehmer acknowledged the challenges of enforcement and the limited budget for new initiatives but expressed a willingness to continue efforts to improve communication and enforcement. She also shared that she would soon complete the annual Certified Local Government (CLG) report, which documented the Commission's activities throughout the year.

Public Comments

Commissioner Tim Vannoy thanked the Board, acknowledged their concerns about historic preservation enforcement, and noted that he and Commissioner Wayne Herbert had run on a platform supporting Swansboro's historic character. He encouraged members to bring concerns to board meetings.

Commissioner Wayne Herbert echoed these comments and requested the Commission's to help educate the new commissioners to better support preservation efforts.

Adjournment

On a motion by Mrs. Kingrey, seconded by Ms. Ramsey, the meeting adjourned at 6:32pm.