



SWANSBORO HISTORIC PRESERVATION COMMISSION CERTIFICATE OF APPROPRIATENESS

Application # COA-2023-04

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: RANDY SWANSON

MAILING ADDRESS: PO BOX 865 SWANSBORO

ADDRESS OF AFFECTED PROPERTY: 103 MOORE ST.

PHONE NUMBERS: (Home) 910 4671781 (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:

- 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. Provide sufficient detail to allow the Swansboro Historic Preservation Commission (SHPC) to make an informed decision regarding appropriateness.
- 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.

_____ **NEW CONSTRUCTION:** 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.

✓ _____ **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.

ALL SKETCHES, DRAWINGS, COLOR CHIPS, ETC. MUST BE SUBMITTED IN
MULTIPLES OF TWELVE (12) and "8 1/2 x 11" SIZE PAPER IS PREFERRED.

PROJECT DESCRIPTION (Attach additional sheets if necessary):

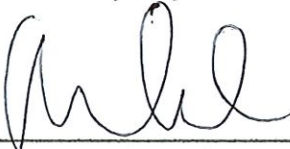
DEMOLISH AREA ~~IN~~ IN CONFLICT WITH BUILDING
CODE

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.

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.

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 Code Enforcement Department at least seventeen (17) days before the Swansboro Historic Preservation Commission meeting at which the application may be considered.

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 SHPC in any way.



Signature of Applicant

3/29/23

Date

STAFF USE ONLY

Application received by: _____ Date: 3/21/23

Application reviewed with applicant by: Andrea Lindell Date: 3/21/23

How: In person ✓ By Phone ✓

Fee Paid: \$200.00 Receipt Number 4113

Comments: _____

ALL SKETCHES, DRAWINGS, COLOR CHIPS, ETC. MUST BE SUBMITTED IN
MULTIPLES OF TWELVE (12) and "8 ½ x 11" SIZE PAPER IS PREFERRED.

PROJECT DESCRIPTION (Attach additional sheets if necessary):

To address matters in the Attached
letters

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Andy Swanson
Signature of Applicant

4/6/23
Date

STAFF USE ONLY

Application received by: _____ Date: _____
Application reviewed with applicant by: _____ Date: _____
How: In person _____ By Phone _____
Fee Paid: _____ Receipt Number _____
Comments: _____



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John Davis
Mayor

Frank Tursi
Mayor Pro Tem

Patricia Turner
Commissioner

Harry Pugliese
Commissioner

Larry Philpott
Commissioner

Jeffrey Conaway
Commissioner

Town Manager

Paula W. Webb, MMC-NCCMC
pwebb@ci.swansboro.nc.us

Town Clerk

Alissa A. Fender, CMC
afender@ci.swansboro.nc.us

3/24/2023

Second Notice of Violation

Mr. Randy Swanson
P O Box 865
Swansboro, NC 28584

Re: Action needed to resolve expired Temporary Structure in the VE Flood Zone

Dear Mr. Swanson,

I am writing to follow up with your first notice on the expiration of your temporary structure. Please find attached my letter of January 10, 2023, which was hand delivered to you on January 12, 2023, and discussed with you in my office.

I have not received any written response from you to date, so I am now providing you with a second notice of violation. You have thirty days to file an appeal after receiving this notice.

Sincerely,

Andrea Correll, AICP
Town Planner
attachment

Board of Commissioners

John Davis, Mayor
Frank Tursi, Mayor Pro Tem
Patricia Turner, Commissioner
Harry Pugliese, Commissioner
Larry Philpott, Commissioner
Jeffrey Conaway, Commissioner



Town Manager
Paula W. Webb, MMC-NCCMC
pwebb@ci.swansboro.nc.us

Town Clerk
Alissa A. Fender, CMC
afender@ci.swansboro.nc.us

Town of Swansboro

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January 10, 2022 *JS*

Mr. Randy Swanson
P. O. Box 865
Swansboro, NC 28584

Re: Action needed to resolve expired Temporary Structure in the VE flood zone.

Dear Mr. Swanson.

On January 19, 2021, the Historic Preservation Commission reviewed a Certificate of Appropriateness request for exterior alteration at their meeting on January 19, 2021. The request was approved to allow the structure temporarily until June 30, 2021.

This letter is to inform you that the approval of a temporary structure over a former dock has expired. A letter was provided from you for the record acknowledging that the structure was temporary, and was to be removed in 180 days, June 30, 2021 (attached). The ordinance allows a temporary structure for up to three months, but permits may be renewed for up to one year. The Town Manager Chris Seaberg approved the structure for three months per the agreement with Mr. Swanson.

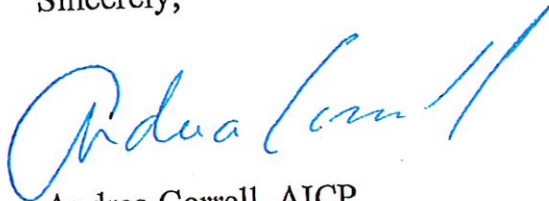
Please respond in writing stating your intent to either remove the structure or bring it up to standard and get approval to elevate as provided below.

The property is within the VE flood zone with a base flood elevation requirement of 13'. The Town has a 2' freeboard requirement. In order for the structure to be

allowed permanently, it would have to be elevated to this standard and engineered per the requirements of the Unified Development Ordinance. Additionally, a variance approval from the Flood Appeals Board is required because the structure is over water (Section 152.423, (1) (a)). CAMA approval may also be required. Lastly, you will also have to return to the Historic Preservation Commission with modified plans.

If you have further questions, or I may be of additional assistance please contact me.

Sincerely,



Andrea Correll, AICP
Town of Swansboro
Planner
attachments

Board of Commissioners

John Davis, Mayor
Frank Tursi, Mayor Pro Tem
Patricia Turner, Commissioner
Harry Pugliese, Commissioner
Larry Philpott, Commissioner
Jeffrey Conaway, Commissioner



sm

Town Manager

Paula W. Webb, MMC-NCCMC
pwebb@ci.swansboro.nc.us

Town Clerk

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afender@ci.swansboro.nc.us

Town of Swansboro

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103 Moore Street Temporary Structure Timeline

- Sometime prior to December 2, 2020 (see Facebook post attached) a structure was constructed on the deck previously occupied by the Icehouse Restaurant;
- A building permit (including electrical) was issued on December 31, 2020 per then Town Manager, Chris Seaberg, for the enclosure. Double permit fees were charged due to it being constructed without prior approval. The permit was granted under Section 152.419, Specific Standards, Temporary Non-Residential Structures, of the Unified Development Ordinance (UDO).
- A letter from Mr. Swanson was provided for the record acknowledging that the structure was temporary, and was to be removed in 180 days, June 30, 2021 (attached). The ordinance allows a temporary structure for up to 3 months, however, allows the permit to be renewed for up to one year. The Town Manager (CS) approved the structure for six months per the agreement with Mr. Swanson;
- The Historic Preservation Commission reviewed a Certificate of Appropriateness request for exterior alteration on January 19, 2021. The request was approved to allow the structure temporarily until June 30, 2021;
- The permit extension law applied (SL 2020-97), extending the permit until October 30, 2021, however because no inspections had been requested, it was no longer a valid approval and was not subject to further extension;
- A mechanical permit was also issued on 12/31/2020 for a mini-split, however it is also expired because it was never inspected.

*The property is within the VE flood zone with a base flood elevation requirement of 13'. The Town has a 2' freeboard requirement. In order for the structure to be allowed permanently, it would have to be elevated to this standard and engineered per the UDO. Additionally, a variance from the Flood Appeals Board is required because the structure is over water (Section 152.423, (1)(a)). CAMA approval may also be required.



The Boro Low Country Kitchen

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The Boro Low Country Kitchen

December 2, 2020

It may be chilly outside but it's cozy on our dock. We now have walls and roof and it's toasty warm with our heaters!!



61

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6 Comments 15 Shares

12.31.2020

To the Township of Swansboro,

Regarding the side deck area of the Icehouse, now being used to provide guest seating for the Boro Restaurant's Low Country Kitchen

The area that was finished off to make a temporary conditioned space in the flood zone will be decommissioned after 180 days unless the town approves any extended grace period.

Thank you,

Randy Swanson



Managing member, Moorecoastal Investments LLC

Managing member, Pelican Shoal LLC (DBA Boro Restaurant)