



**WASHINGTON HISTORIC PRESERVATION  
COMMISSION**  
Regular Scheduled Meeting - Agenda  
Tuesday, September 6th, 2016  
7:00 PM

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**I. Opening of the meeting**

**II. Invocation**

**III. Roll call**

**IV. Old Business**

1. A request has been made by Mr. Dominic Reisig for a Certificate of Appropriateness to extend the existing fence around the back yard of the property located at 117 McNair Street.

**V. Certificate of Appropriateness**

**A. Major Works**

1. A request has been made by Mr. John Butler for a Certificate of Appropriateness to remove a tree located in the front, eastern side yard of the property on 731 West Second Street.
2. A request has been made by Mr. John Moseley for a Certificate of Appropriateness to remove a magnolia tree located in the western side of the property on 243 East Main Street.
3. A request has been made by the First United Methodist Church for a Certificate of Appropriateness to extend the fence and install a shed on the playground of the property located at 304 West Second Street.
4. A request has been made by Mr. Bobby Roberson for a Certificate of Appropriateness to make the following changes on the property located at 235 East Main Street:
  - a. Update the front door
  - b. Replace plants with brick pavers in the front yard
  - c. Extend 4 foot fence on western side of the property
  - d. Construct a screened in porch on tertiary elevation
5. A request has been made by the City of Washington for a Certificate of Appropriateness to construct a new storage building on property located at the lighthouse on Stewart Parkway.

## B. Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for Beaufort County to perform roof repair using like materials on the following properties:
  - a. 111, 112, and 132 West Second Street
  - b. 158, 173, 210, and 220 North Market Street
2. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 524 West Main Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.
3. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 605 East Second Street to install a new gas pack in place of the previous one of the property.
4. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 329 North Bonner Street to repair the front porch and siding using like materials on the front façade of the property.
5. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 409 East Second Street to install a new gas pack unit in place of the previous one on the tertiary elevation of the property.
6. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 113 North Harvey Street to install a new HVAC and gas furnace unit in place of the previous one on the tertiary elevation of the property.
7. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 101 North Bonner Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.
8. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 509 West Second Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.
9. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 323 East Main Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.
10. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 220 East Water Street to repair broken glass panes and porch ceiling using like materials on the property.\*\*\*
11. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 627 West Main Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.

12. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 219 East Third Street to repair broken glass panes and wood siding using like materials on the property.\*\*\*
13. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 425 West Main Street to replace the current modern interior door with an exterior door on the non-contributing property.
14. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 155 North Market Street to install a 15"x20" sign over the entrance of the primary elevation of the property.
15. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 740 West Main Street to replace the standing seam roof using like materials on the property.
16. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 523 East Main Street to repair metal roof using like materials on the property.

\*\*\*Denotes a Demolition By Neglect property.

## **VI. Other Business**

1. Demolition By Neglect Ordinance: Property Status

## **VII. Approval of Minutes – August 2nd, 2016**

## **VIII. Adjourn**

**OLD**

**BUSINESS**

**117 McNair  
Street**

**Extension of Existing  
Fence**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission  
Washington, NC

To: Washington Historic Preservation Commission  
102 East 2nd Street  
Washington, NC 27889

Please use Black Ink

Street Address of Property: 117 McNair St.

Historic Property/Name (if applicable): Charles Oden House

Owner's Name: Dominic & Rebecca Reisig

Lot Size: \_\_\_\_\_ feet by \_\_\_\_\_ feet. 0.33 acres  
(width) (depth)

Brief Description of Work to be Done:

Would like to extend existing fence (see photo 1)  
around yard as shown in photos 2-6.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
<b>ACTION</b>	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Dominic Reisig  
(Name of Applicant - type or print)

117 McNair St. 27889  
(Mailing Address) (Zip Code)

7-15-16 252.505.2082  
(Date) (Daytime Phone Number)

  
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until \_\_\_\_\_. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

\_\_\_\_\_  
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



- Parcels
- Property Land Owners
- Interior Tract Lines
- Centerlines
- County Line
- County Line (Solid)
- State

<b><u>PIN</u></b>	<b><u>GPIN</u></b>	<b><u>GPIN LONG</u></b>
01032311	5685-07-5171	5685-07-5171
<b><u>OWNER NAME</u></b>	<b><u>OWNER NAME2</u></b>	<b><u>MAILING ADDRESS</u></b>
REISIG DOMINIC	REISIG REBECCA	117 MCNAIR STREET
<b><u>MAILING ADDRESS2</u></b>	<b><u>CITY</u></b>	<b><u>STATE</u></b>
117 MCNAIR STREET	WASHINGTON	NC
<b><u>ZIP</u></b>	<b><u>PROPERTY ADDRESS</u></b>	<b><u>ACRES</u></b>
27889	117 N MCNAIR ST	0.13
<b><u>NBR BLDG</u></b>	<b><u>DATE</u></b>	<b><u>DEED BOOK and PAGE</u></b>
1	2010-03-19	1714/00304
<b><u>LAND VAL</u></b>	<b><u>BLDG VAL</u></b>	<b><u>DEFR VAL</u></b>
27456	111845	0
<b><u>TOT VAL</u></b>	<b><u>NBHD CDE</u></b>	<b><u>NBHD DESC</u></b>
139301	H	HISTORICAL
<b><u>STAMPS</u></b>	<b><u>SALE PRICE</u></b>	<b><u>LAND USE</u></b>
332.00	166000.00	
<b><u>PROP DESC</u></b>	<b><u>MBL</u></b>	<b><u>EXEMPT AMT</u></b>
1 LOT 117 MCNAIR STREET	56850973	
<b><u>ROAD TYPE</u></b>	<b><u>YR BUILT</u></b>	<b><u>SQ FT</u></b>
PAVED	1920	1806
<b><u>SUB CDE</u></b>	<b><u>SUB DESC</u></b>	<b><u>NBR BED</u></b>
BLUS01	SINGLE FAMILY RESIDENCE	3
<b><u>NBR BATHS</u></b>	<b><u>EFF YR</u></b>	<b><u>REID</u></b>
2.00	1982	41525
<b><u>PREV ASSES</u></b>	<b><u>TOWNSHIP</u></b>	<b><u>EXEMPT PROP</u></b>
139301	01	
<b><u>NBR STORIES</u></b>	<b><u>NBR HALF BATHS</u></b>	<b><u>OBJECTID 1</u></b>
1	0.00	10613
<b><u>TAXABLE VA</u></b>		
139301		

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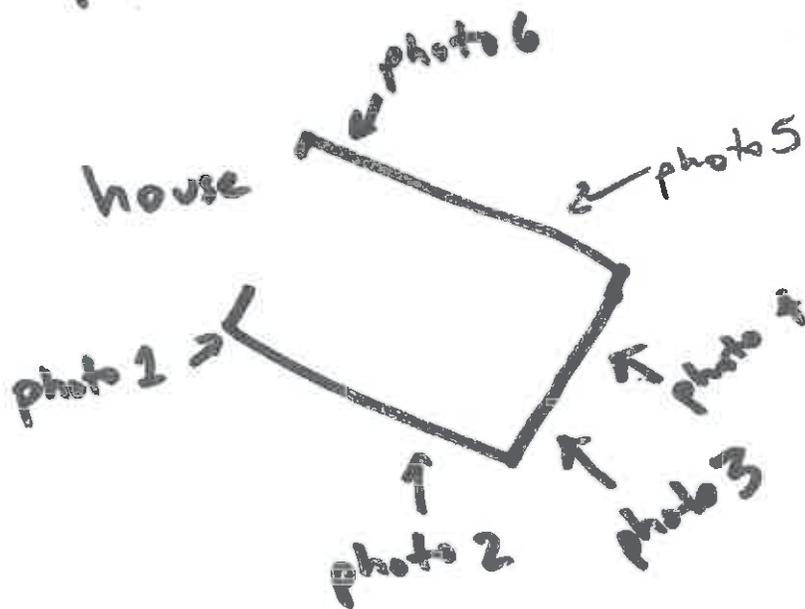




Google earth



Proposed fenced area<sup>outlined</sup> in black Sharpie













©

6





DOWNTOWN DEVELOPMENT  
& HISTORIC PRESERVATION

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August 30, 2016

Subject: Certificate of Appropriateness – 117 McNair Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the owner of 117 McNair Street, your property is located adjacent to the above subject property.

**A request has been made by Mr. Dominic Reisig for a Certificate of Appropriateness to enclose the back yard with a 6 foot wooden barricade fence on the property located at 117 McNair Street.**

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

**Date:** Tuesday September 6, 2016

**Place:** City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

**Time:** 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily Rebert", written in a cursive style.

Emily Rebert  
Community Development Planner  
Historic Preservation  
252-946-0897  
erebert@washingtonnc.gov

**Adjoining Property Owners: 117**  
**McNair Street**

GREEN BETTY JANE  
307 EAST MAIN STREET  
WASHINGTON NC 27889

HENLEY MARK ALAN  
506 EAST MAIN STREET  
WASHINGTON NC 27889

RANSONE CAROLINE H  
510 E MAIN STREET  
WASHINGTON NC 27889

TURNER PRESTON KEITH  
514 E MAIN ST  
WASHINGTON NC 27889

ELKS BARBARA S  
106 MCNAIR STREET  
WASHINGTON NC 27889

JENKINS AUDREY  
15455 NW 128TH STREET  
PLATTE CITY MO 64079

WILKINSON GREGORY D  
120 MCNAIR ST  
WASHINGTON NC 27889

WALL JAYNE D  
111 S REED DR  
WASHINGTON NC 27889

MOLON TOM  
113 MCNAIR STREET  
WASHINGTON NC 27889

REISIG DOMINIC  
117 MCNAIR STREET  
WASHINGTON NC 27889

SHEPPARD BARTEMUS  
8354 CHERRY RUN RD  
WASHINGTON NC 27889

POSTON MARGARET  
8770 N CUMBERNAULD CIRCLE  
GERMANTOWN TN 38139

WALKINSHAW NELLIE  
125 MACNAIR STREET  
WASHINGTON NC 27889

HAWKINS FREDERICK F  
507 E 2ND STREET  
WASHINGTON NC 27889

YEUNG KIT  
137 CASTLE CT  
WASHINGTON NC 27889

STONE SHIRLEY  
513 E 2ND STREET  
WASHINGTON NC 27889

# Staff Report

## 117 McNair Street

The application for the property located at 117 McNair Street is requesting approval to install a 6 foot wooden barricade fence on the tertiary elevation of the property.

The applicant would like to enclose the back yard. A six foot wooden fence already exists on the south side of the property. The proposed run would, therefore, enclose the property owner's back yard. The proposed run would match the fence run on the east side (barricade, wooden, "swag" decoration, 6 feet in height,).

The Design Guidelines states in **Chapter 4.6 Fences and Walls**:

- **Chapter 4.6.3** "Deteriorated fence and wall elements should be repaired rather than replaced. New elements should match the original material, texture, and design."
- **Chapter 4.6.6** "New fences and walls should be of a design that is appropriate to the architectural style and period of the historic structure."
- **Chapter 4.6.7** "Front yard fences, fences erected adjacent to a main street or a side street should be of an open design, such as picket and no greater than four (4) feet in height."
- **Chapter 4.6.8** "Privacy fencing shall only be allowed in the rear yard. If a majority of a privacy fence is visible from the public right-of-way, a landscape buffer shall be included. No fence, including a privacy fence, shall exceed six (6) feet in height."
- **Chapter 4.6.10** "All newly constructed wooden fences which are parallel to a main street or side street shall be finished using an opaque stain or painted."

# REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 117 McNair Street- Installing a fence to enclose back yard

*A request has been made by Mr. Dominic Reisig for a Certificate of Appropriateness to extend the existing fence around the back yard of the property located at 117 McNair Street. Please review the Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls.*

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

## Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness Mr. Dominic Reisig extend the existing fence around the back yard of the property located at 117 McNair Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls.

Or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness Mr. Dominic Reisig extend the existing fence around the back yard of the property located at 117 McNair Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls. I further move that the Historic Preservation Commission place the following conditions on the approval:

Or

I move that the Historic Preservation Commission **deny** a Certificate of Appropriateness Mr. Dominic Reisig extend the existing fence around the back yard of the property located at 117 McNair Street. This motion is based on the following findings of fact: the application is **not** congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls.

# MAJOR WORKS

# **731 West Second Street**

## **Removal of a Tree**

**APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS**

Historic Preservation Commission  
Washington, NC

To: Washington Historic Preservation Commission  
102 East 2nd Street  
Washington, NC 27889

Please use Black Ink

Street Address of Property: 731 West ~~Elwood~~ Main Street

Historic Property/Name (if applicable): Elwood

Owner's Name: John Butler and Richard Swoot

Lot Size: \_\_\_\_\_ feet by \_\_\_\_\_ feet.  
(width) (depth)

Brief Description of Work to be Done:

Property owner would like to take down dying tree located in the eastern side of the front yard of property. Looking to replace it with 2 tulip magnolias- 1 on east side, 1 on west side.  
↳ Magnolia liliflora

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
<b>ACTION</b>	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

John Butler  
(Name of Applicant - type or print)

731 West Main St. 27889  
(Mailing Address) (Zip Code)

20 July 2016 252-623-1466  
(Date) (Daytime Phone Number)

[Signature]  
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until \_\_\_\_\_. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

\_\_\_\_\_  
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



Parcels



Property Land Owners



Interior Tract Lines

Centerlines



County Line



County Line (Solid)

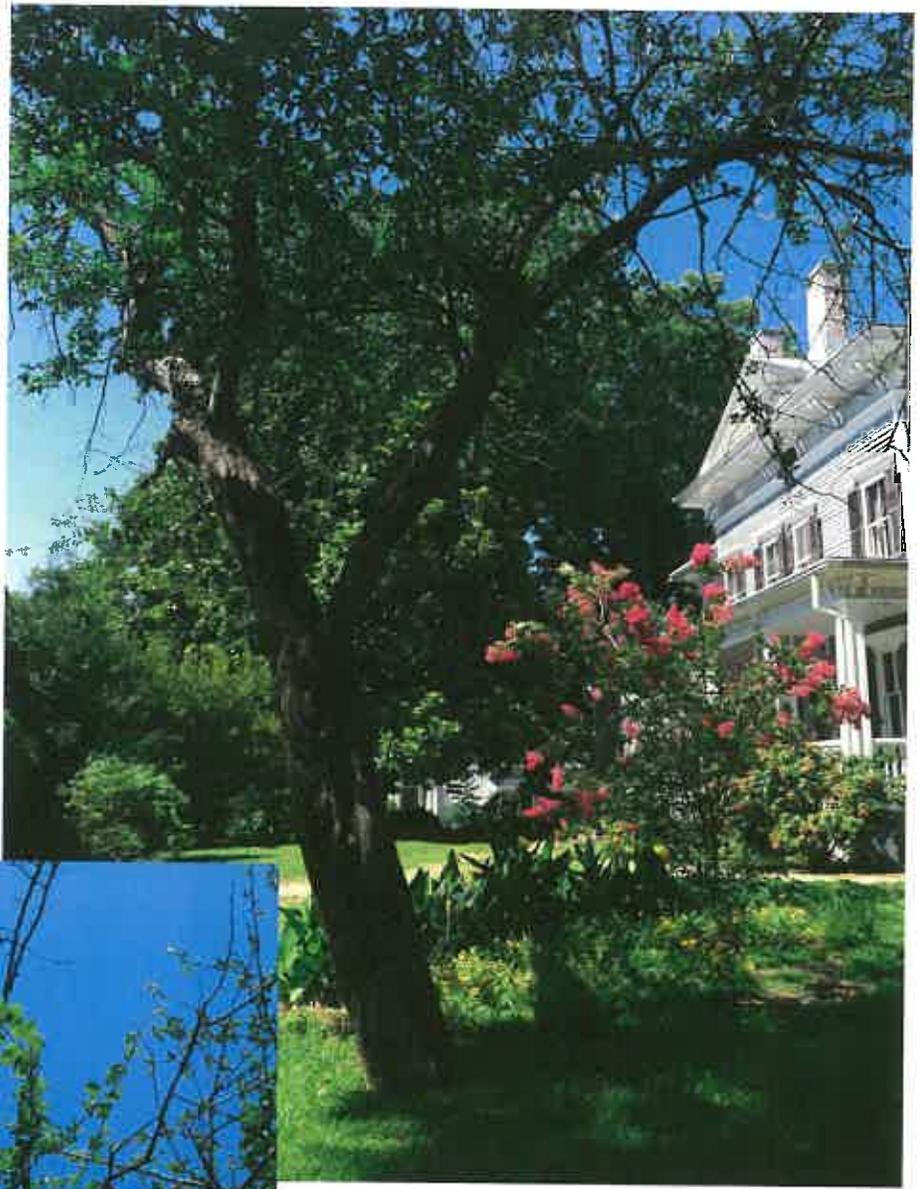
State

<b><u>PIN</u></b> 01006406	<b><u>GPIN</u></b> 5675-59-5327	<b><u>GPIN LONG</u></b> 5675-59-5327
<b><u>OWNER NAME</u></b> SMOOT RICHARD ARNOLD TODD	<b><u>OWNER NAME2</u></b> BUTLER JOHN WALTER	<b><u>MAILING ADDRESS</u></b> 731 WEST MAIN ST
<b><u>MAILING ADDRESS2</u></b> 731 WEST MAIN ST	<b><u>CITY</u></b> WASHINGTON	<b><u>STATE</u></b> NC
<b><u>ZIP</u></b> 27889	<b><u>PROPERTY ADDRESS</u></b> 731 W MAIN ST	<b><u>ACRES</u></b> 0.63
<b><u>NBR BLDG</u></b> 1	<b><u>DATE</u></b> 2015-07-23	<b><u>DEED BOOK and PAGE</u></b> 1878/00032
<b><u>LAND VAL</u></b> 133500	<b><u>BLDG VAL</u></b> 489693	<b><u>DEFR VAL</u></b> 0
<b><u>TOT VAL</u></b> 623193	<b><u>NBHD CDE</u></b> WSH	<b><u>NBHD DESC</u></b> WEST SIDE HISTORIC
<b><u>STAMPS</u></b>	<b><u>SALE PRICE</u></b> 447500.00	<b><u>LAND USE</u></b>
<b><u>PROP DESC</u></b> LOTS 3,4 AND 5 BLK A GRIST PROPERTY	<b><u>MBL</u></b> 567500213	<b><u>EXEMPT AMT</u></b>
<b><u>SQ FT</u></b> 5856	<b><u>ROAD TYPE</u></b> PAVED	<b><u>YR BUILT</u></b> 1820
<b><u>NBR BED</u></b> 6	<b><u>SUB CDE</u></b> BLUS01	<b><u>SUB DESC</u></b> SINGLE FAMILY RESIDENCE
<b><u>REID</u></b> 44442	<b><u>NBR BATHS</u></b> 4.00	<b><u>EFF YR</u></b> 1987
<b><u>EXEMPT PROP</u></b>	<b><u>PREV ASSES</u></b> 623193	<b><u>TOWNSHIP</u></b> 01
<b><u>OBJECTID</u></b> 6378	<b><u>NBR STORIES</u></b> 1	<b><u>NBR HALF BATHS</u></b> 1.00
	<b><u>TAXABLE VA</u></b> 623193	

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# Adjoining Property Owners

## 731 West Main Street

BEHAR MICHEAL  
729 SHORT DRIVE  
WASHINGTON NC 27889

GRAVES C SWANSON III  
705 SHORT DRIVE  
WASHINGTON NC 27889

MAYNE WINFIELD K  
735 WEST MAIN STREET  
WASHINGTON NC 27889

TATE JOHN B III  
719 SHORT DRIVE  
WASHINGTON NC 27889

SMOOT RICHARD and BUTLER JOHN WALTER  
731 WEST MAIN ST  
WASHINGTON NC 27889

MECHLING LINDA C and RICHARD W  
736 WEST MAIN STREET  
WASHINGTON NC 27889

BERRY RICHARD TODD  
734 WEST MAIN STREET  
WASHINGTON NC 27889

FOWLE SADIE F  
721 WEST MAIN ST  
WASHINGTON NC 27889

PAYNE THOMAS S III  
719 WEST MAIN ST  
WASHINGTON NC 27889

LOBOS MICHAEL J  
316 SUNNYSIDE DRIVE  
WASHINGTON NC 27889

LUBIN EDWARD H  
722 W MAIN STREET  
WASHINGTON NC 27889

CORREA WAYNE JOSEPH  
732 W MAIN STREET  
WASHINGTON NC 27889

HEFFERNAN MICHAEL  
720 W MAIN STREET  
WASHINGTON NC 27889

HARRINGTON JULIAN PICOTT III  
718 W MAIN STREET  
WASHINGTON NC 27889



DOWNTOWN DEVELOPMENT  
& HISTORIC PRESERVATION

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August 30, 2016

Subject: Certificate of Appropriateness – 731 West Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the owners of Elmwood, your property is located adjacent to the above subject property.

**A request has been made by Mr. John Butler and Mr. Richard Smoot for a Certificate of Appropriateness to remove a diseased tree located in the eastern side of the front yard on the property located at 731 West Main Street.**

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website. You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

**Date:** Tuesday September 6, 2016

**Place:** City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

**Time:** 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily Rebert", written in a cursive style.

Emily Rebert  
Community Development Planner  
Historic Preservation  
252-946-0897  
erebert@washingtonnc.gov

# Staff Report

## 731 West Main Street

The application for the property located at 731 West Main Street has submitted a request to remove a dying tree located in the eastern side of the front yard. They would like to replace it with a Magnolia tree

**Design Guidelines Chapter 4.1.8 Landscaping** states “removal of significant trees should only be done if it has disease or storm damage, or is a safety hazard to historic structures.” Upon observation, the tree does appear diseased. **4.1.9** states “If a diseased, storm damaged or safety hazard tree is removed, it should be replaced by a suitable species, as designated in an approved landscaping plan, within sixty (60) days from time of removal.” Property owner will be replacing the diseased tree with a magnolia.

# REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 731 West Main Street has submitted a request to remove a tree in the east side of the front yard of the property.

*A request has been made by Mr. John Butler and Mr. Richard Smoot to remove a tree located in the front yard of the property located at 731 West Main Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.*

## Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. John Butler and Mr. Richard Smoot *to remove a tree located in the eastern side of the front yard of the property located at 731 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping.***

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. John Butler and Mr. Richard Smoot *to remove a tree located in the eastern side of the front yard of the property located at 731 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping.*** I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. John Butler and Mr. Richard Smoot *to remove a tree located in the eastern side of the front yard of the property located at 731 West Main Street. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping***

**243 East Main  
Street**

**Removal of a Tree**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission  
Washington, NC

To: Washington Historic Preservation Commission  
102 East 2nd Street  
Washington, NC 27889

Please use Black Ink

Street Address of Property: 243 East Main Street

Historic Property/Name (if applicable): \_\_\_\_\_

Owner's Name: John Koseley

Lot Size: \_\_\_\_\_ feet by \_\_\_\_\_ feet.  
(width) (depth)

Brief Description of Work to be Done:

Would like to remove a magnolia tree located in the back yard of the property. The tree's root system is impeding on the foundation of the house

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
<b>ACTION</b>	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

John Koseley  
(Name of Applicant - type or print)

348 3rd St Ayden NC 27889  
(Mailing Address) (Zip Code)

8/30/16 252.916.1177  
(Date) (Daytime Phone Number)

John E. Mosch  
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until \_\_\_\_\_. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

\_\_\_\_\_  
(Minor Work Auth. Sig.) (Date)

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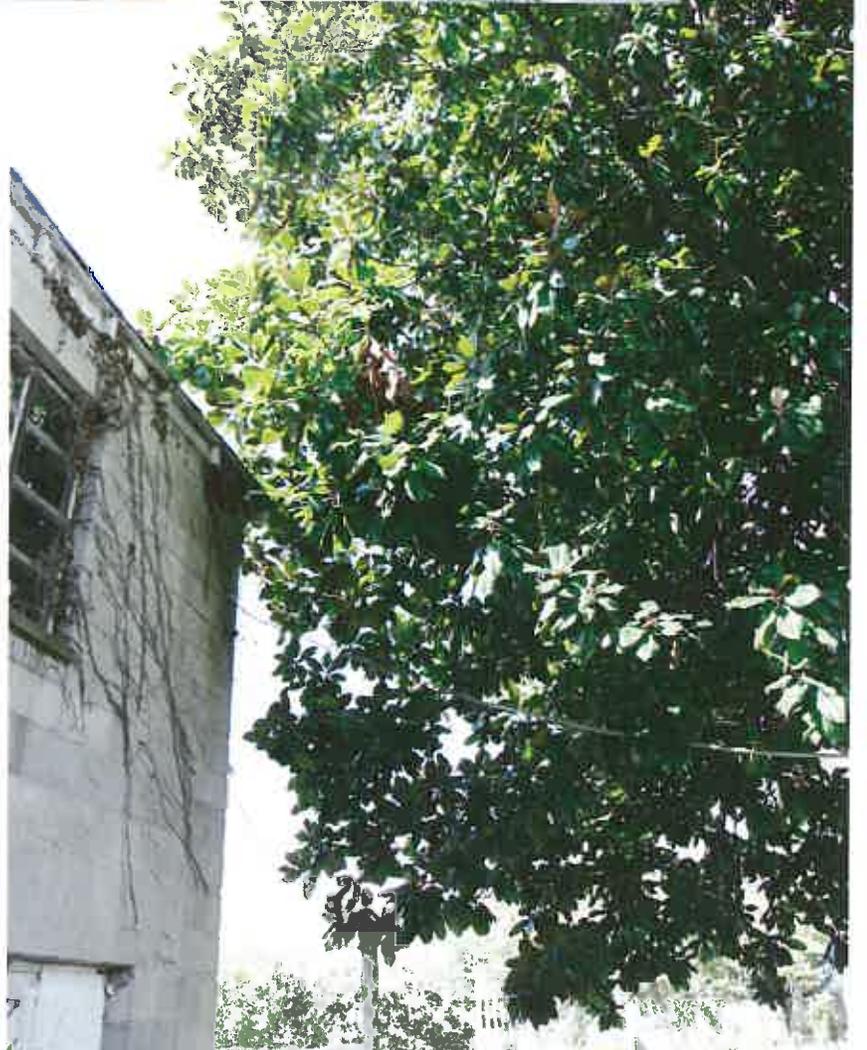
- Parcels 
- Property Land Owners 
- Interior Tract Lines 
- Centerlines 
- County Line 
- County Line (Solid) 
- State 

<b><u>PIN</u></b>	<b><u>GPIN</u></b>	<b><u>GPIN LONG</u></b>
01018155	5675-97-4362	5675-97-4362
<b><u>OWNER NAME</u></b>	<b><u>OWNER NAME2</u></b>	<b><u>MAILING ADDRESS</u></b>
MOSELEY JOHN ELMURE JR	MOSELEY SHERRY LAFAVE	348 THIRD STREET
<b><u>MAILING ADDRESS2</u></b>	<b><u>CITY</u></b>	<b><u>STATE</u></b>
348 THIRD STREET	AYDEN	NC
<b><u>ZIP</u></b>	<b><u>PROPERTY ADDRESS</u></b>	<b><u>ACRES</u></b>
28513	243 E MAIN ST	0.26
<b><u>NBR BLDG</u></b>	<b><u>DATE</u></b>	<b><u>DEED BOOK and PAGE</u></b>
2	2014-01-10	1837/00237
<b><u>LAND VAL</u></b>	<b><u>BLDG VAL</u></b>	<b><u>DEFR VAL</u></b>
70350	85399	0
<b><u>TOT VAL</u></b>	<b><u>NBHD CDE</u></b>	<b><u>NBHD DESC</u></b>
155749	H	HISTORICAL
<b><u>STAMPS</u></b>	<b><u>SALE PRICE</u></b>	<b><u>LAND USE</u></b>
	0.00	
<b><u>PROP DESC</u></b>	<b><u>MBL</u></b>	<b><u>EXEMPT AMT</u></b>
1 LOT CORNER MAIN AND HARVEY ST	56751242	
	<b><u>ROAD TYPE</u></b>	<b><u>YR BUILT</u></b>
	PAVED	1883
<b><u>SQ_FT</u></b>	<b><u>SUB CDE</u></b>	<b><u>SUB DESC</u></b>
3088	BLUS01	SINGLE FAMILY RESIDENCE
<b><u>NBR BED</u></b>	<b><u>NBR BATHS</u></b>	<b><u>EFF YR</u></b>
4	3.00	1968
<b><u>REID</u></b>	<b><u>PREV ASSES</u></b>	<b><u>TOWNSHIP</u></b>
43088	184072	01
<b><u>EXEMPT PROP</u></b>	<b><u>NBR STORIES</u></b>	<b><u>NBR HALF BATHS</u></b>
	1	0.00
<b><u>OBJECTID</u></b>	<b><u>TAXABLE VA</u></b>	
7092	155749	

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# Adjoining Property Owners

## 243 East Main Street

LITCHFIELD HOLDINGS LLC  
135 HARBOR RD  
WASHINGTON NC 27889

AIDEUIS DIANNA L  
122 SOUTH HARVEY STREET  
WASHINGTON NC 27889

ROBERSON BOBBY E  
235 E MAIN ST  
WASHINGTON NC 27889

KLANN RICHARD C  
239 E MAIN STREET  
WASHINGTON NC 27889

TYNDALL ARTHUR T  
110 SOUTH HARVEY STREET  
WASHINGTON NC 27889

MOSELEY JOHN ELMURE JR  
348 THIRD STREET  
AYDEN NC 28513

DOTSON VICKIE C  
620 DUCK CREEK ROAD  
WASHINGTON NC 27889

CUTLER DOUGLAS EARL  
238 E MAIN STREET  
WASHINGTON NC 27889

RADER STEVEN P  
113 S HARVEY STREET  
WASHINGTON NC 27889

GIRARD ROBERT M  
303 E MAIN STREET  
WASHINGTON NC 27889

FIRST BAPTIST CHURCH  
113 N HARVEY STREET  
WASHINGTON NC 27889



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August 30, 2016

Subject: Certificate of Appropriateness – 243 East Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the owner of 243 East Main Street, your property is located adjacent to the above subject property.

**A request has been made by Mr. John Moseley for a Certificate of Appropriateness to remove a magnolia tree on the eastern side of the property located at 243 East Main Street.**

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

**Date:** Tuesday September 6, 2016

**Place:** City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

**Time:** 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Emily Rebert  
Community Development Planner  
Historic Preservation  
252-946-0897  
erebert@washingtonnc.gov

# Staff Report

## 243 East Main Street

The application for the property located at 243 East Main Street has submitted a request to remove a magnolia tree located in the west side of the property.

**Design Guidelines Chapter 4.1.8 Landscaping** states “removal of significant trees should only be done if it has disease or storm damage, or is a safety hazard to historic structures.” Upon observation, the tree does appear to need trimming. **4.1.9** states “If a diseased, storm damaged or safety hazard tree is removed, it should be replaced by a suitable species, as designated in an approved landscaping plan, within sixty (60) days from time of removal.” Property owner will be replacing the diseased tree with a magnolia.

# REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 243 East Main Street has submitted a request to remove a tree in the west side of the property.

*A request has been made by Mr. John Moseley to remove a magnolia tree located in the west side of the property located at 243 East Main Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.*

## Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. John Moseley *to remove the magnolia tree located in the western side of the property located at 243 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping.***

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. John Moseley *to remove the magnolia tree located in the western side of the property located at 243 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping.*** I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. John Moseley *to remove the magnolia tree located in the western side of the property located at 243 East Main Street. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping.***

# **304 West Second Street**

**Extending Playground  
Fence and Installing a  
Shed**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission  
Washington, NC

To: Washington Historic Preservation Commission  
102 East 2nd Street  
Washington, NC 27889

Please use Black Ink

Street Address of Property: 304 W Second Street

Historic Property/Name (if applicable): \_\_\_\_\_

Owner's Name: First United Methodist Church

Lot Size: \_\_\_\_\_ feet by \_\_\_\_\_ feet.  
(width) (depth)

Brief Description of Work to be Done:

- Church would like to add onto their playground  
· Add 200ft of black steel fencing to enclose area.  
· Install an 8'x10' shed within playground for children

Diane VanStaalduinen will be @ the HPC meeting

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
<b>ACTION</b>	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

First United Methodist Church  
(Name of Applicant - type or print)

304 W. 2<sup>nd</sup> Street Washington, NC 27889  
(Mailing Address) (Zip Code)

8/24/2016 252-944-6409  
(Date) (Daytime Phone Number)

[Signature]  
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until \_\_\_\_\_. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

\_\_\_\_\_  
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



- Parcels
- Property Land Owners
- Interior Tract Lines
- Centerlines
- County Line
- County Line (Solid)
- State

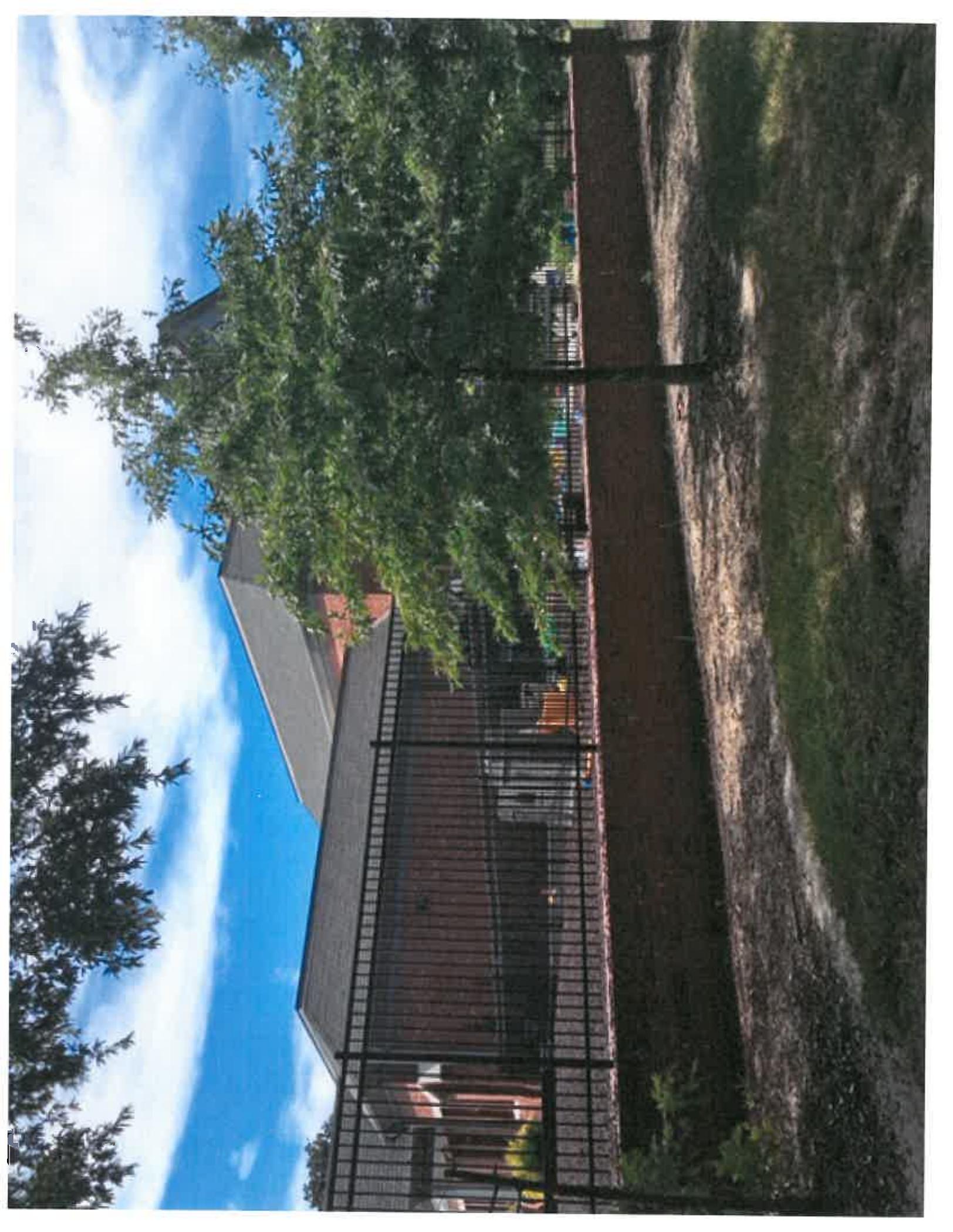
<b><u>PIN</u></b> 01020076	<b><u>GPIN</u></b> 5675-79-6024	<b><u>GPIN LONG</u></b> 5675-79-6024
<b><u>OWNER NAME</u></b> FIRST UNITED METHODIST CHURCH	<b><u>OWNER NAME2</u></b>	<b><u>MAILING ADDRESS</u></b> 304 WEST 2ND STREET
<b><u>MAILING ADDRESS2</u></b>	<b><u>CITY</u></b> WASHINGTON	<b><u>STATE</u></b> NC
<b><u>ZIP</u></b> 27889	<b><u>PROPERTY ADDRESS</u></b> 304 W 2ND ST	<b><u>ACRES</u></b> 1.58
<b><u>NBR BLDG</u></b> 2	<b><u>DATE</u></b> 1978-01-01	<b><u>DEED BOOK and PAGE</u></b> 0663/00168
<b><u>LAND VAL</u></b> 412566	<b><u>BLDG VAL</u></b> 3265691	<b><u>DEFR VAL</u></b> 0
<b><u>TOT VAL</u></b> 3678257	<b><u>NBHD CDE</u></b> CH	<b><u>NBHD DESC</u></b> COMMERCIAL HISTORIC
<b><u>STAMPS</u></b>	<b><u>SALE PRICE</u></b> 8500.00	<b><u>LAND USE</u></b>
<b><u>PROP DESC</u></b> 4 LOTS W 3 2ND ST AND VAN NORDEN STREET	<b><u>MBL</u></b> 567508430	<b><u>EXEMPT AMT</u></b> 3678257.00
	<b><u>ROAD TYPE</u></b> PAVED	<b><u>YR BUILT</u></b> 1900
<b><u>SQ FT</u></b> 16492	<b><u>SUB CDE</u></b> BLUS71	<b><u>SUB DESC</u></b> CHURCH
<b><u>NBR BED</u></b> 0	<b><u>NBR BATHS</u></b> 4.00	<b><u>EFF YR</u></b> 1968
<b><u>REID</u></b> 42851	<b><u>PREV ASSES</u></b> 3678257	<b><u>TOWNSHIP</u></b> 01
<b><u>EXEMPT PROP</u></b> OTHE	<b><u>NBR STORIES</u></b> 1	<b><u>NBR HALF BATHS</u></b> 0.00
<b><u>OBJECTID</u></b> 6668	<b><u>TAXABLE VA</u></b> 0	

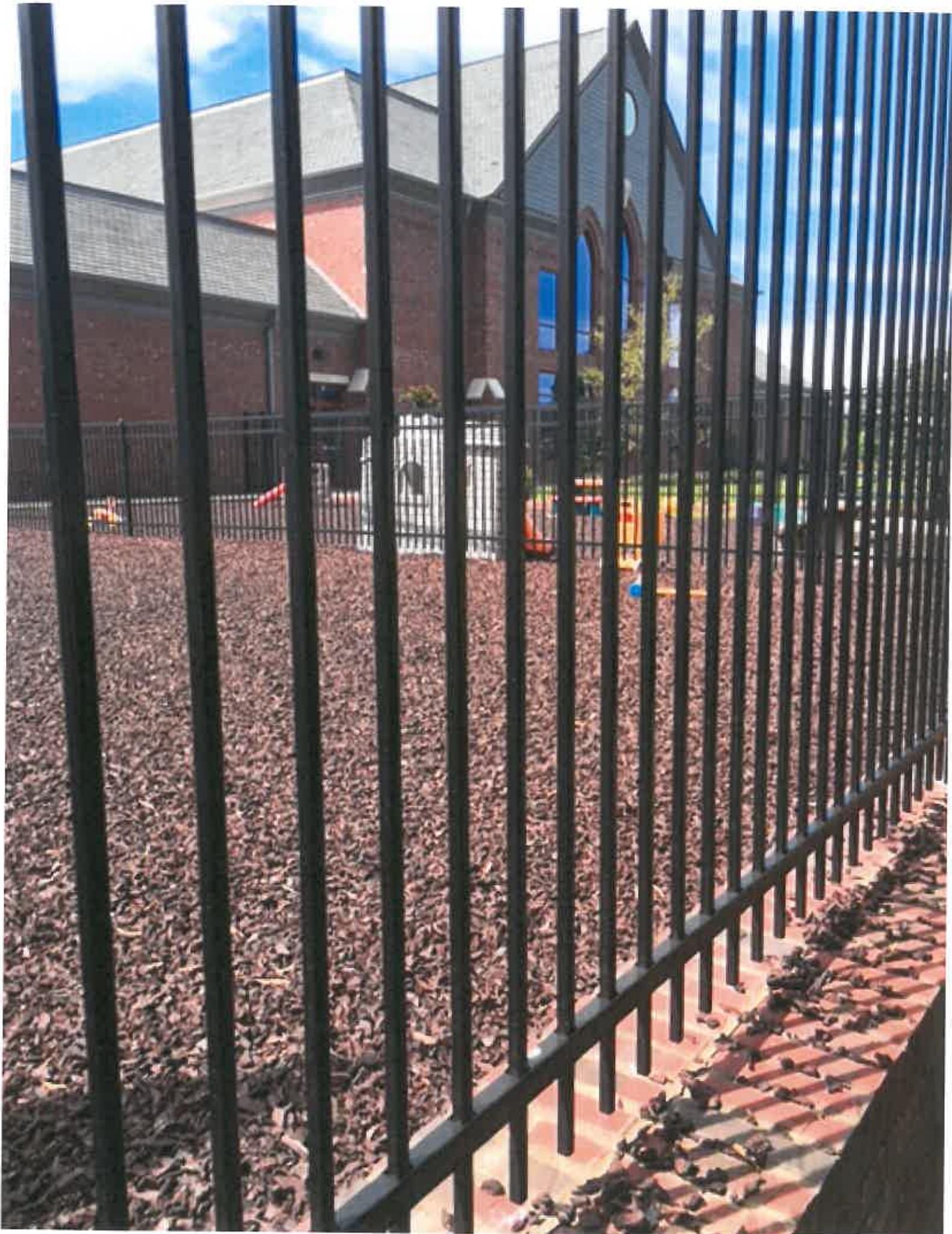
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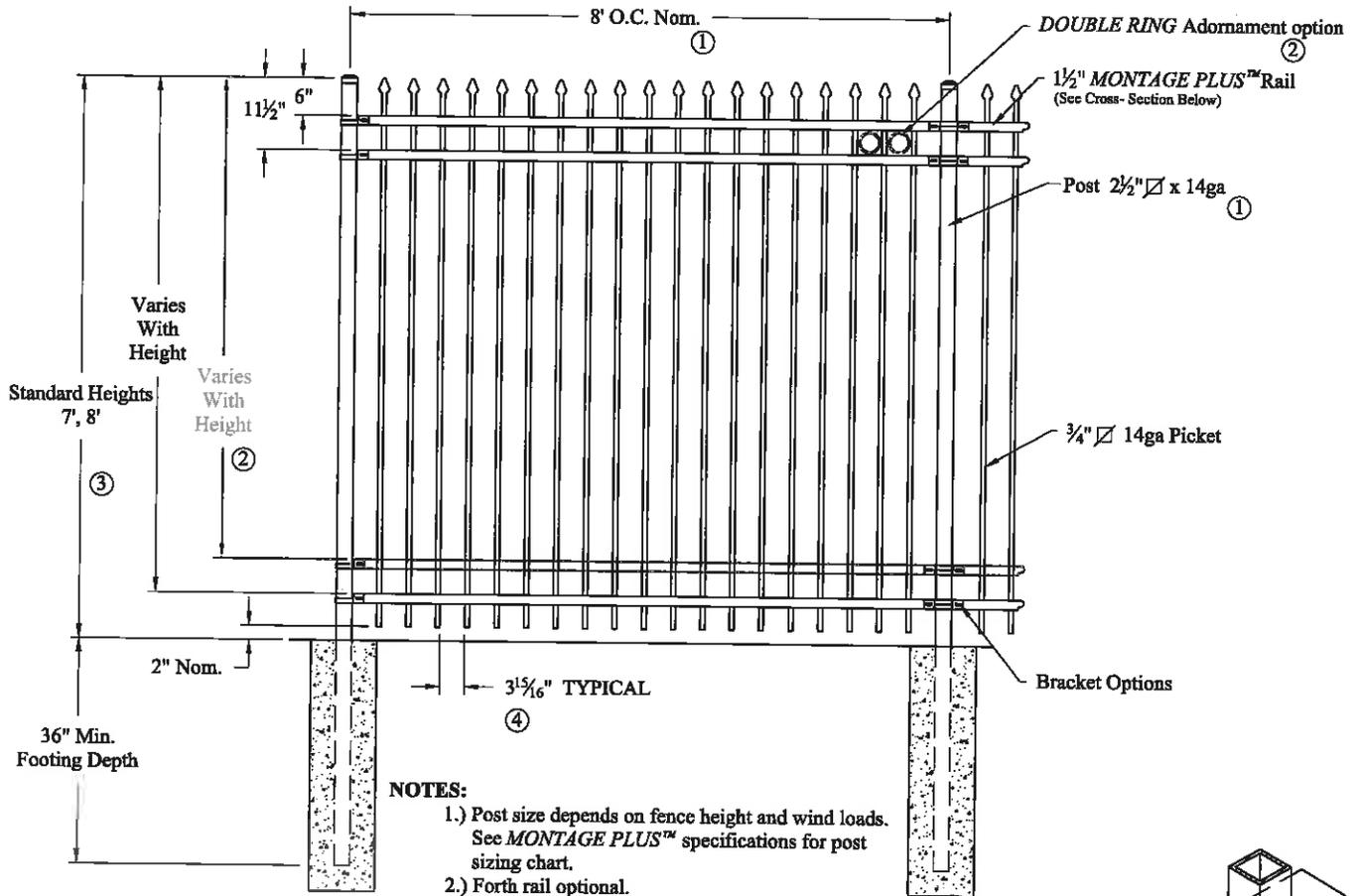










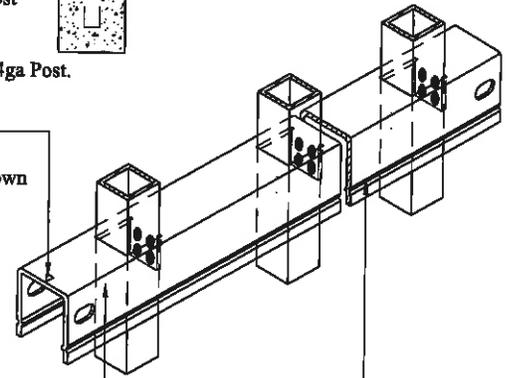


**NOTES:**

- 1.) Post size depends on fence height and wind loads. See MONTAGE PLUS™ specifications for post sizing chart.
- 2.) Forth rail optional.
- 3.) 7' - 8' Heights will require a 14ga Picket & 14ga Post.

**RAKING DIRECTIONAL ARROW**

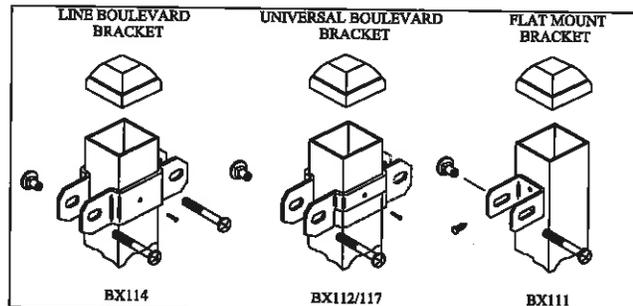
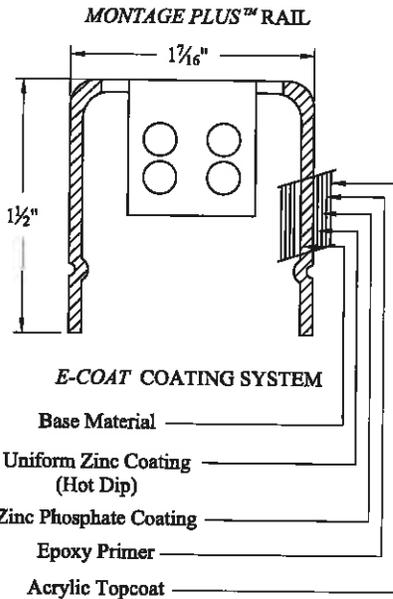
Welded panel can be raked 30" over 8' with arrow pointing down grade.



**PROFUSION™ WELDING PROCESS**

No exposed welds, Good Neighbor profile - Same appearance on both sides

MONTAGE PLUS™ RAIL  
Specially formed high strength architectural shape.



Values shown are nominal and not to be used for installation purposes. See product specification for installation requirements.

1RCIS07-8

**COMMERCIAL STRENGTH WELDED STEEL PANEL  
PRE-ASSEMBLED**

**MONTAGE COMMERCIAL CLASSIC 3/4-RAIL**

DR: NJB SH. 1 of 1 SCALE: DO NOT SCALE

CK: BS Date 09/21/11 REV: d



**AMERISTAR®**

1555 N. Mingo  
Tulsa, OK 74116  
1-888-333-3422  
www.ameristarfence.com

**PROPOSAL**



**Matt Smithwick**  
President

826 W. 10th Street  
Washington, NC 27889  
Phone #252-946-9844  
Fax #252-946-2534

AGC #

PROPOSAL SUBMITTED TO	ATTN	DATE
WIMCO Corporation	Kevin Rawls	6/21/2016
STREET	PROJECT NAME & LOCATION	
2533 W. 5th Street	FUMC- Ameristar Steel Fencing- Playground Addition	
CITY, STATE & ZIP CODE	PHONE	
Washington, NC 27889	341-9493- Kevin	
ESTIMATOR	FAX	
Matt D. Smithwick	email: kevin@wimcocorp.com	

We hereby submit specifications and estimates for:

**6 ft. Ameristar Steel Fencing- Playground- Fence to Match**  
 - Furnishing and Installing approximately 195 linear feet of 6 ft. Black Montage Plus Ameristar Ornamental Steel Fencing, using the following materials: \$9,438.00

- 2 1/2" x 2 1/2" x 9' Black Steel Post; Post Set 8' o/c
- 6'H x 8'W Ameristar Steel Sections- Style: Black Montage Plus 3-Rail
- 3/4" Square Picket; 3" Spacing b/t Pickets
- 2 1/2" Black Flat Post Caps
- All Post Set in Concrete Footings; Post Set 8' o/c

**4 ft. Ameristar Steel Fencing- Playground- Fence to Match**  
 - Furnishing and Installing approximately 35 linear feet of 4 ft. Black Montage Plus Ameristar Ornamental Steel Fencing, using the following materials: \$3,582.00

- 2 1/2" x 2 1/2" x 7' Black Steel Post; Post Set 8' o/c
- 4'H x 8'W Ameristar Steel Sections- Style: Black Montage Plus 3-Rail
- 3/4" Square Picket; 3" Spacing b/t Pickets
- (1) 4'W Walk Gate w/ Hardware Kit
- 2 1/2" Black Flat Post Caps
- All Post Set in Concrete Footings; Post Set 8' o/c

**Total: \$13,020.00**

- Price Excludes- Surveying, clearing, grading, excavation of rock/concrete/debris, irrigation/private lines, grounding.

WE PROPOSE hereby to furnish material and labor - to complete in accordance with above specifications, for the sum of:

**Thirteen Thousand Twenty and 00/100 Dollars** **\$13,020.00**

Payment to be made as follows:

Balance Due Upon Completion

Authorized Signature: *Matt D. Smithwick*

NOTE: This proposal may be withdrawn by Pamlico Fence Company if not accepted within 15 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Should payment not be paid as agreed, Pamlico Fence Co. reserves the right to repossess all of the materials listed above without recourse. Any cost of collection including interest and attorney's fees, etc. shall be paid by the customer.

X  
Signature: \_\_\_\_\_

For: \_\_\_\_\_

Signature: \_\_\_\_\_

X  
For: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Q Search

# Lifetime 10' x 8' Outdoor Storage Shed

★★★★★ (89)

TOP RATED



## About this item

- 10' x 8' side entry storage shed
- Steel-reinforced polyethylene construction
- Features UV protection, along with stain- and mildew-resistance
- Fits perfectly into any backyard

## Description

As the name implies, a Lifetime® shed will be the last shed you'll ever need to buy. Not only is it a sturdy outdoor storage building, it's also an attractive garden storage option that will complement your yard. Made of extremely durable polyethylene - a plastic that won't degenerate - it features wood-grain molding and a simulated shingled roof. Inside, there's 6'8" of headroom, four roof-ridge skylights, two domed skylights and plenty of built-ins to help keep you organized.

## Specifications

- Maintenance free
- Never needs painting
- Double walled
- Steel-reinforced polyethylene construction
- Dent-resistant
- Steel trusses provide roof strength
- Weather-resistant seams keep interior dry
- 6'8" of headroom and spacious walk-around interior
- High-pitched, steep roof allows for quick drainage of rain and snow
- Arched, steel-reinforced doors - 4'8" wide x 6'3" opening, with full-length steel hinges
- Lockable doors with internal latching mechanism
- Resistant to oil, solvents and stains
- 4 roof-ridge skylights
- 2 domed skylights
- Built-in shelving system (2 - 90" x 9" shelves, 2 corner shelves)
- 16" super-strong peg hook strip with tool hooks
- Screened vents provide airflow and keep pests out
- Wood-grain molding, a simulated shingled roof and natural color scheme create an aesthetically pleasing addition to the yard or garden
- Made of polyethylene, a plastic that won't degenerate, leading to costly maintenance
- Termites aren't attracted to Lifetime sheds and screened vents allow for airflow while keeping out rodents
- UV-protection, along with stain- and mildew-resistance, make the sheds easy to maintain
- Expandable up to 2'5" deep extension kit (#939653)

*For additional questions or concerns regarding this product, please contact the Manufacturer's Customer Service Department at 1.800.225.3865.*

### Curbside Delivery Information via Common Carrier

This item ships curbside delivery via truck carrier. Delivered by appointment. Please provide the best contact number when placing your order.

Curbside Delivery provides delivery made to the curb at the end of your driveway. It is not the driver's responsibility to bring freight into house, garage, etc. Drivers do not assist with unpacking, set-up or clean up.

Carrier will call to schedule a delivery time. Appointments are available during normal business hours and span a 4-hour period. Please include a daytime phone number in the shipping information at the time of check out. Extraordinary delivery requirements may create additional delivery charges.

Signature is required for delivery, but before accepting and/or signing for your delivery, please inspect your order thoroughly. If the packaging appears to be damaged in any way, please note the damage on the freight bill or refuse the delivery as damaged. If you discover concealed or internal damage after unpacking your item(s), please contact Sam's Club Customer Service at 1-888-746-7726 within 5 business days of receipt of your order. This will help [samsclub.com](http://samsclub.com) improve and expedite your return/replacement experience.

# Adjoining Property Owners

304 West Second Street  
First United Methodist Church

RIVERTOWNE PROPERTIES LLC  
328 W MAIN STREET  
WASHINGTON NC 27889

FURST JEFFREY G  
2528 GREGMOOR COURT  
RALEIGH NC 27614

BAGWELL REALTY BEAUFORT LLC  
P O BOX 1901  
GREENVILLE NC 27835

WHITE J C  
100 LIBERTY STREET  
WILLIAMSTON NC 27892

FIRST UNITED METH CH OF WASH  
304 WEST 2ND STREET  
WASHINGTON NC 27889

BUCKMAN THOMAS F  
514 FAIRVIEW ST  
WASHINGTON NC 27889



DOWNTOWN DEVELOPMENT  
& HISTORIC PRESERVATION

August 30, 2016

Subject: Certificate of Appropriateness – 304 West Second Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the owner of 304 West Second Street, your property is located adjacent to the above subject property.

**A request has been made by the United Methodist Church for a Certificate of Appropriateness to expand their playground on the northern side of the property located at 304 West Second Street. They would like to install 150ft of fencing and a shed.**

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website. You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

**Date:** Tuesday September 6, 2016

**Place:** City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

**Time:** 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily Rebert", written in a cursive style.

Emily Rebert  
Community Development Planner  
Historic Preservation  
252-946-0897  
erebert@washingtonnc.gov

# Staff Report

## 304 West Second Street

The application for the property located at 304 West Second Street has submitted a request to do the following things with their property:

1. Install 200 linear feet of 6 foot black steel fencing to extend their playground.

**-Design Guidelines Chapter 4.6.3 Fences and Walls :** “Deteriorated fence and wall elements should be repaired rather than replaced. New elements should match the original material, texture, and design.”

The proposed fence matches the current fence at the existing playground.

**- Design Guidelines Chapter 4.6.6 Fences and Walls:** “New fences and walls should be of a design that is appropriate to the architectural style and period of the historic structure.”

This style fence is appropriate to the church.

**- Design Guidelines Chapter 4.6.7 Fences and Walls :** “Front yard fences, fences erected adjacent to a main street or a side street should be of an open design, such as picket and no greater than four (4) feet in height.”

While the proposed fence design is open, the request is for six (6) feet in height.

**- Design Guidelines Chapter 4.6.8 Fences and Walls 4.6.8:** “Privacy fencing shall only be allowed in the rear yard. If a majority of a privacy fence is visible from the public right-of-way, a landscape buffer shall be included. No fence, including a privacy fence, shall exceed six (6) feet in height.”

This property contains primary elevations on every side (West Second, Gladden, Third Street, and Van Norden). Technically, the property does not have a “rear yard”. No landscaping was proposed.

2. The church would like to install a shed inside the playground, for youth education classes.

**-Design Guidelines Chapter 3.12.5 Outbuildings and Accessory Structures:** “Designs for new outbuildings and accessory structures should complement the architectural style and period of the primary structures as well as examples of similar structures within the district.”

The proposed shed does not complement the architectural style and period of the church or similar structures within the district.

**-Design Guidelines Chapter 3.12.6 Outbuildings and Accessory Structures:** “New outbuildings should be located in rear yards if possible.”

The property does not technically have a rear yard.

**-Design Guidelines Chapter 3.12.8 Outbuildings and Accessory Structures:** “Prefabricated wooden accessory structures that are not architecturally similar to the

primary structure are allowed only if screened from view from any existing right-of-way.”

The planned shed is plastic and no landscaping was proposed.

# REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 304 West Second Street, The First United Methodist Church: Installing a fence to extend playground and installing an 8x10' shed within the playground.

***A request has been made by the First United Methodist Church for a Certificate of Appropriateness to install a fence to extend playground and install an 8x10' shed within the playground of the property located at 304 West Second Street. Please review the Design Guidelines, specifically Chapter 4.6 Fences and Walls and Chapter 3.12 Outbuildings and Accessory Structures.***

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

## Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to the First United Methodist Church install a fence to extend the playground and install an 8x10' shed within the playground *of the property located at 304 West Second Street*. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, *specifically Chapter 4.6 Fences and Walls and Chapter 3.12 Outbuildings and Accessory Structures*.

Or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to the First United Methodist Church install a fence to extend the playground and install an 8x10' shed within the playground *of the property located at 304 West Second Street*. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, *specifically Chapter 4.6 Fences and Walls and Chapter 3.12 Outbuildings and Accessory Structures*. I further move that the Historic Preservation Commission place the following conditions on the approval:

Or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to the First United Methodist Church install a fence to extend the playground and install an 8x10' shed within the playground *of the property located at 304 West Second Street*. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation

Commission Design Guidelines, *specifically Chapter 4.6 Fences and Walls and Chapter 3.12 Outbuildings and Accessory Structures*

# **235 East Main Street**

- 1. Update the Front Door**
- 2. Replace Plants with  
Brick Pavers in Front  
Yard**
- 3. Extend Fence on  
Western Side of Property**
- 4. Construct Screened  
Porch on Tertiary  
Elevation**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please Use Black Ink

Street Address of Property: 235 East Main Street

Historic Property/Name (if applicable):

Owner's Name: Bobby E. Roberson

Lot Size: 38' (width) feet by 144' (depth) feet.

List all properties within 100 feet; on both sides, in front (across the street), and to the back of the property: (If necessary, attach a separate sheet)

Brief Description of Work to be Done:

See Attached

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only
(Date Received) (Initials)
ACTION
Approved
Approved with Conditions
Denied
Withdrawn
Staff Approval
(Date) (Authorized Signature)

Bobby E Roberson
(Name of Applicant - type or print)
235 East Main St Washington 27889
(Mailing Address) (Zip Code)
8/22/16 (252) 975-5176
(Date) (Daytime Phone Number)
Bobby Roberson
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

**PROJECT CATEGORIES (check all that apply):**

- Exterior Alteration       Addition
- New Construction       Demolition

**This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Department at 252-975-9304.**

**SUPPORTING INFORMATION:**

Attach 8-1/2" x 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure that your application is complete. **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.** (Leave the checkbox blank if the item is not applicable).

- Written Description.** Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (ie. Width of siding, window trim, etc.)
- Plot Plan (if applicable).** A plot plan showing the relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences, walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey that you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.
- Description of Materials (provide samples if appropriate).**
- Photographs** of existing conditions.
- Drawings** showing proposed work. Include one set of full size drawings when available.
  - Plan drawings.**
  - Elevation drawings** showing the new façade(s).
  - Dimensions** shown on drawings.
  - 8-12" x 11" reductions** of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" snapshots of individual drawings on the bigsheet. Photocopy reductions may be obtained from a number of blueprinting and photocopying businesses.
- State or Federal Tax Credits/Funds or CAMA Permits.** If you are applying for any of these programs, you must include a copy of your letter or permit from the State.
- Black Ink.** Your application must be prepared in black ink on 8-1/2" x 11" sheets so that it can be copied for commission members. Applications prepared in blue, red, or other colored inks and/or pencil copy poorly and will not be accepted.

**(Office Use Only)**

Section (page)	Topic	Brief Description of Work
Chapter 3.0	Existing Building	
Section 3.6	Porches & Entryway Guidelines	New Screen Porch
Chapter 4.0	Streetscape & Site Design	
Section 4.6	Fences and Walls	New Fence

**Bobby and Elaine Roberson**

**235 East Main Street**

1. Remove interior door being used as an exterior door on the front
  2. Install three foot by six foot eight inches- front door- six raise panel
  3. Solid wood
  4. Brass Hardware
- 
1. Remove plant material, east of front entrance to the house with brick pavers to match existing brick pavers
  2. Area is five feet wide, nine feet long
- 
1. Construct four foot high fence along western side property line
  2. The proposed construction will be attached to the existing four foot high fence
  3. Material will be treated and painted white
  4. Proposed length is 20 feet
- 
1. Construct screed porch in the rear yard attached to the single family dwelling
  2. Existing roof will be extended over porch
  3. Black singles will be installed to match existing roof
  4. Black screen will used

# Beaufort County Property Photos

**PIN: 01002006**

Photo: 01002006.jpg



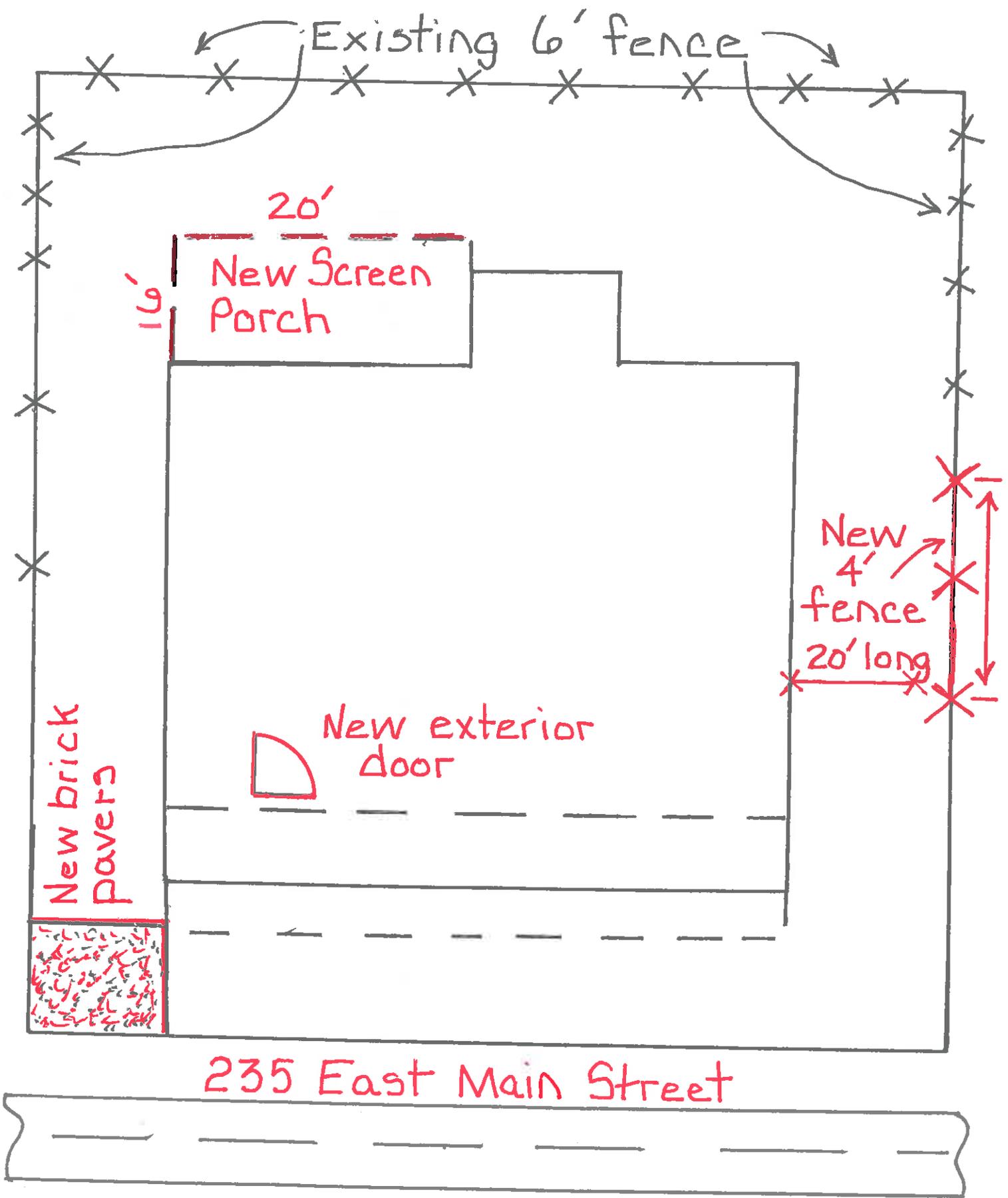
Copyright 2016 by Mobile311, LLC



- Parcels 
- Property Land Owners 
- Annotation
- Interior Tract Lines
- Centerlines
- County Line 
- County Line (Solid)
- State

<b><u>PIN</u></b> 01002006	<b><u>GPIN</u></b> 5675-97-3327	<b><u>GPIN LONG</u></b> 5675-97-3327
<b><u>OWNER NAME</u></b> ROBERSON BOBBY E	<b><u>OWNER NAME2</u></b>	<b><u>MAILING ADDRESS</u></b> 235 E MAIN ST
<b><u>MAILING ADDRESS2</u></b>	<b><u>CITY</u></b> WASHINGTON	<b><u>STATE</u></b> NC
<b><u>ZIP</u></b> 27889	<b><u>PROPERTY ADDRESS</u></b> 235 E MAIN ST	<b><u>ACRES</u></b> 0.12
<b><u>NBR BLDG</u></b> 1	<b><u>DATE</u></b> 2004-09-24	<b><u>DEED BOOK and PAGE</u></b> 1416/00766
<b><u>LAND VAL</u></b> 29230	<b><u>BLDG VAL</u></b> 136239	<b><u>DEFR VAL</u></b> 0
<b><u>TOT VAL</u></b> 165469	<b><u>NBHD CDE</u></b> H	<b><u>NBHD DESC</u></b> HISTORICAL
<b><u>STAMPS</u></b>	<b><u>SALE PRICE</u></b> 73500.00	<b><u>LAND USE</u></b>
<b><u>PROP DESC</u></b> 1 LOT 235 EAST MAIN STREET	<b><u>MBL</u></b> 56751223	<b><u>EXEMPT AMT</u></b>
<b><u>ROAD TYPE</u></b> PAVED	<b><u>YR BUILT</u></b> 1910	<b><u>SQ FT</u></b> 2736
<b><u>SUB CDE</u></b> BLUS01	<b><u>SUB DESC</u></b> SINGLE FAMILY RESIDENCE	<b><u>NBR BED</u></b> 3
<b><u>NBR BATHS</u></b> 3.00	<b><u>EFF YR</u></b> 1977	<b><u>REID</u></b> 44914
<b><u>PREV ASSES</u></b> 165469	<b><u>TOWNSHIP</u></b> 01	<b><u>EXEMPT PROP</u></b>
<b><u>NBR STORIES</u></b> 1	<b><u>NBR HALF BATHS</u></b> 0.00	<b><u>OBJECTID</u></b> 7083
<b><u>TAXABLE VA</u></b> 165469		

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**EXAMPLE:**

- Exceptions-
1. Roof line will follow current roofline of house and not a reverse gable as pictured
  2. Screened in porch will be painted to match the house





## WASHINGTON HISTORIC PRESERVATION COMMISSION

August 22, 2016

Subject: Certificate of Appropriateness – 235 East Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District, all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. Bobby E. Roberson your property is located within 100 feet of the above subject property. A request has been made by Mr. Roberson for a Certificate of Appropriateness to: (1) add a 16' x 20' screen porch on the back left side of the house. The materials will match the existing materials; (2) remove interior door being used as exterior door and replace with exterior door; (3) construct 4' high and 20' long wooden fence along west property line; and (4) remove plant material and replace with brick pavers to match existing all on the property located at 235 East Main Street.

You are welcome and encouraged to attend the regular scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday, September 6, 2016

Place: City Hall - Municipal Building, 102 East Second Street.  
Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 P.M.

During the meantime, should you have any questions, please direct your inquiries to Ms. Emily Rebert, Planning and Development by phoning 975-9383 during normal working hours Monday through Friday, 8:00 A.M. to 5:00 P.M.

Sincerely,

*Emily Rebert*

Emily Rebert  
Planning and Development

**Adjoining Property Owners - 235 East Main Street**

Alton Ingalls  
220 East Main Street  
Washington, NC 27889

Terry Sweatland  
219 East Main Street  
Washington, NC 27889

Douglas Bidle  
225 East Main Street  
Washington, NC 27889

Richard Klann  
239 East Main Street  
Washington, NC 27889

Vicki Dotson  
620 Duck Creek Road  
Washington, NC 27889

Tony Bowen  
228 East Main Street  
Washington, NC 27889

Litchfield Holdings  
135 Harbor Road  
Washington, NC 27889

Arthur Tyndall  
110 S. Harvey Street  
Washington, NC 27889

Vann Patrick Knight  
231 East Main Street  
Washington, NC 27889

John Elmure Moseley Jr.  
348 Third Street  
Ayden, NC 28513

Douglas E. Cutler  
238 East Main Street  
Washington, NC 27889

# Staff Report

## 235 East Main Street

The application for the property located at 235 East Main Street has submitted a request to make the following changes to their property:

1. Exchange current front, interior door, with an exterior door.  
**Design Guidelines Chapter 3.4.3 Windows and Doors** states “if the replacement of a window or door unit is necessary, the new unit should be replaced to match the original in size, scale, material detail, pane and/or panel configurations.” The property owner has proposed a 6 panel door, while the current door is 5 panels.
2. The removal of a garden bed to install brick pavers located in the eastern side entrance of the primary elevation.  
**Design Guidelines Chapter 4.1.1 Landscaping** states to “retain and preserve significant and character defining vegetation including mature trees, hedges, shrubs, and ground cover whenever possible.” None of the vegetation in question is significant.  
  
**Design Guidelines Chapter 4.3.16 Walkways** states “new sidewalks in the historic district shall be composed of either concrete, brick, stone or other masonry material such as pavers or scored concrete.” The proposed walkway is brick.
3. Construct a 4’ high fence along the western side of the property line.  
**Design Guidelines Chapter 4.6.6 Fences** states “new fences and walls should be of a design that is appropriate to the architectural styles and period of the historic structure.” The proposed fence will match the existing fence.
4. Construct a 16’x20’ screened in porch on the tertiary elevation of the property.  
**Design Guidelines Chapter 5.3.1 Additions** states “additions should be located to the rear or non-character defining elevation. With historic residential structures, additions should be placed in a manner that they are not clearly seen from the public right-of-way.” **5.3.2** states “new additions should not remove, damage, or obscure character defining architectural features.” The proposed screened in porch is going in the back yard, will not be seen from the street, can be reversible, and does not block any distinguishing characteristics of the house. **5.3.3** states “additions should be compatible in materials, design, roof form, and proportion to the main structure. However, new additions should be constructed at a scale smaller than the historic structure so as not to overpower the existing historic building.” All specifications satisfy this sub-section.

## REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission  
From: Emily Rebert, Planning & Development  
Re: 235 East Main Street – Construct rear screen porch and add fence

A request has been made by Mr. Bobby Roberson for a Certificate of Appropriateness to: (1) add a 16' x 20' screen porch on the back left side of the house. The materials will match the existing materials; (2) remove interior door being used as exterior door and replace with exterior door; (3) construct 4' high and 20' long wooden fence along west property line; and (4) remove plant material and replace with brick pavers to match existing all on the property located at 235 East Main Street. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.6 Porches and Entryways and Chapter 5.0 New Construction Section 5.3 Additions.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

### *Possible Actions*

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Bobby Roberson to: (1) add a 16' x 20' screen porch on the back left side of the house. The materials will match the existing materials; (2) remove interior door being used as exterior door and replace with exterior door; (3) construct 4' high and 20' long wooden fence along west property line; and (4) remove plant material and replace with brick pavers to match existing all on the property located at 235 East Main Street. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.6 Porches and Entryways and Chapter 5.0 New Construction Section 5.3 Additions. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.6 Porches and Entryways and Chapter 5.0 New Construction Section 5.3 Additions.

*or*

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Bobby Roberson to: (1) add a 16' x 20' screen porch on the back left side of the house. The materials will match the existing materials; (2) remove interior door being used as exterior door and replace with exterior door; (3) construct 4' high and 20' long wooden fence along west property line; and (4) remove plant material and replace with brick pavers to match existing all on the property located at 235 East Main Street. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.6 Porches and Entryways and Chapter 5.0 New Construction Section 5.3 Additions. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.6 Porches and Entryways and Chapter 5.0 New Construction Section 5.3 Additions. I further move that the Historic Preservation Commission place the following conditions on the approval:

*or*

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. Bobby Roberson to: (1) add a 16' x 20' screen porch on the back left side of the house. The materials will match the existing materials; (2) remove interior door being used as exterior door and replace with exterior door; (3) construct 4' high and 20' long wooden fence along west property line; and (4) remove plant material and replace with brick pavers to match existing all on the property located at 235 East Main Street. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.6 Porches and Entryways Section 3.6 Porches and Entryways and Chapter 5.0 New Construction Section 5.3 Additions. The materials will match the existing materials. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings and Chapter 5.0 New Construction Section 5.3 Additions.

# **Light House on Stewart Parkway**

**Construction of a New  
Storage Building**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please Use Black Ink

Street Address of Property: Stewart Parkway

Historic Property/Name (if applicable): Western end of the promenade

Owner's Name: City of Washington

Lot Size: N/A feet by N/A feet. (width) (depth)

List all properties within 100 feet; on both sides, in front (across the street), and to the back of the property: (If necessary, attach a separate sheet)

Brief Description of Work to be Done:

Construct new storage building for the dock attendants to park a golf cart and store materials on the western end of Stewart Parkway. The building will be 12' x 26' in size. The roof will be a hip roof to match the lighthouse in style and color. It will use hardiplank siding to match the lighthouse. The existing building will be removed.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only table with columns for (Date Received), ACTION, and (Initials). Includes radio button options for Approved, Approved with Conditions, Denied, Withdrawn, and Staff Approval.

John Rodman, Director, Planning and Development
(Name of Applicant - type or print)
PO Box 1988 Washington 27889
(Mailing Address) (Zip Code)
8/22/16 (252) 975-9384
(Date) (Daytime Phone Number)
[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until [blank]. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

**PROJECT CATEGORIES** (check all that apply):

- Exterior Alteration     Addition  
 New Construction     Demolition

**This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Department at 252-975-9304.**

**SUPPORTING INFORMATION:**

Attach 8-1/2" x 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure that your application is complete. **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.** (Leave the checkbox blank if the item is not applicable).

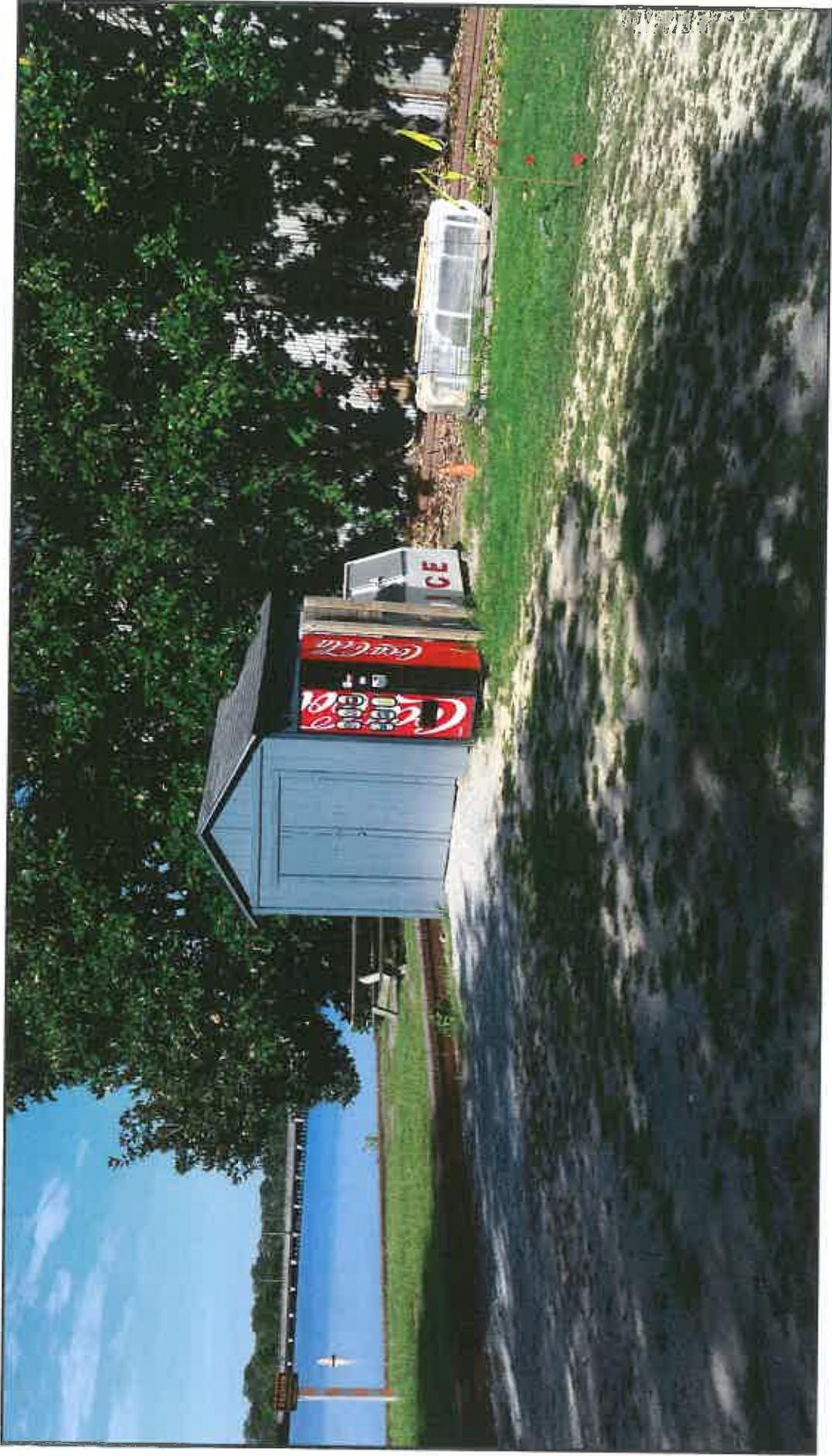
- Written Description.** Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (ie. Width of siding, window trim, etc.)
- Plot Plan** (if applicable). A plot plan showing the relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences, walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey that you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.
- Description of Materials** (provide samples if appropriate).
- Photographs** of existing conditions.
- Drawings** showing proposed work. Include one set of full size drawings when available.
  - Plan** drawings.
  - Elevation** drawings showing the new façade(s).
  - Dimensions** shown on drawings.
  - 8-12" x 11" reductions** of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" snapshots of individual drawings on the bigsheet. Photocopy reductions may be obtained from a number of blueprinting and photocopying businesses.
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- Black Ink.** Your application must be prepared in black ink on 8-1/2" x 11" sheets so that it can be copied for commission members. Applications prepared in blue, red, or other colored inks and/or pencil copy poorly and will not be accepted.

**(Office Use Only)**

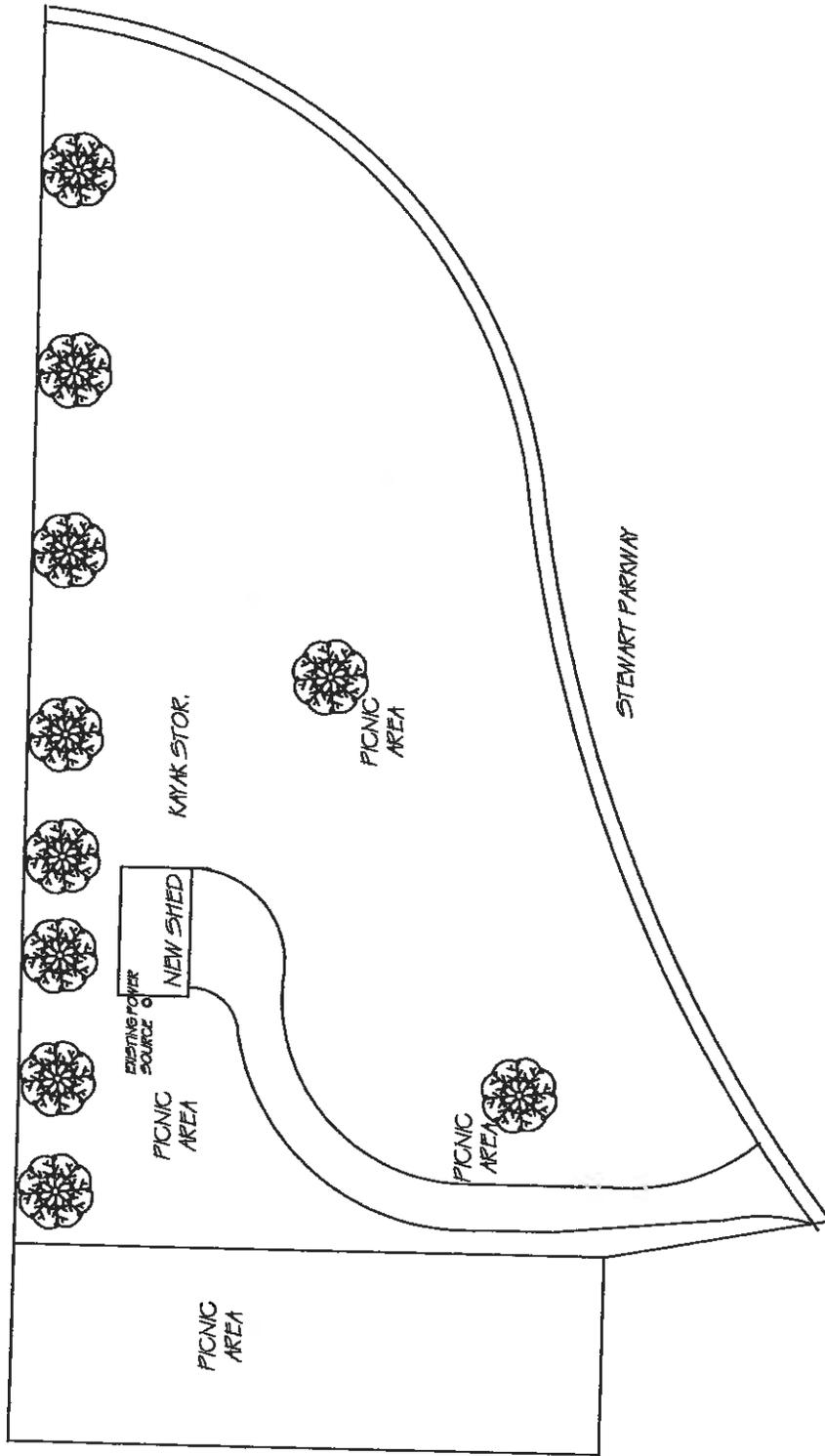
Section (page)	Topic	Brief Description of Work
Chapter 3.0	Existing Building	
Section 3.12	Outbuildings and Accessory Structures	New storage facilities



Stewart Parkway



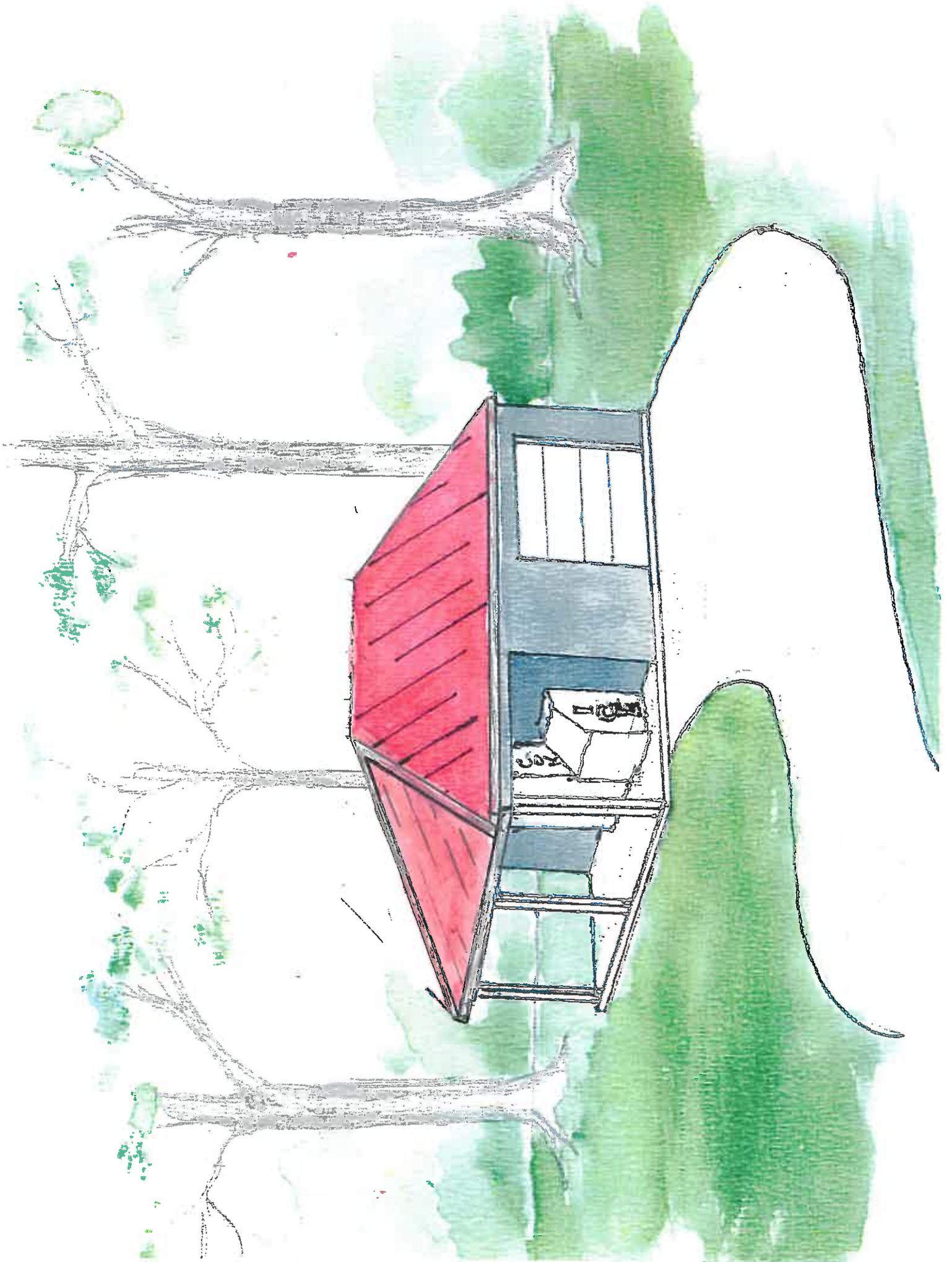
Existing Dockmaster Storage Building Will be Removed

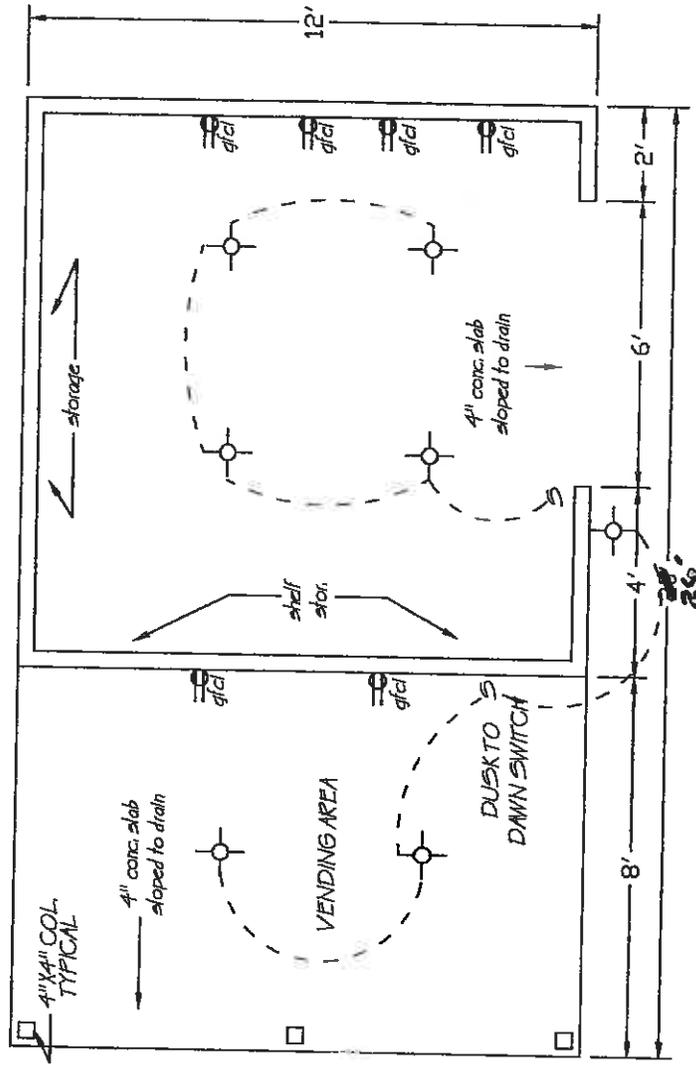


PROPOSED SITE LAYOUT  
NOT DRAWN TO SCALE

THESE PROPOSALS ARE SUBMITTED BY THE DOCK WORKERS FOR CONSIDERATION ONLY. THEY REPRESENT THE PRESENT NEED AND ADDRESS FUTURE NEED IN THE GROWTH OF OUR SERVICE TO OUR WATERFRONT VISITORS.

PROPOSED CART SHED, STORAGE AND VENDING AREA BUILDING

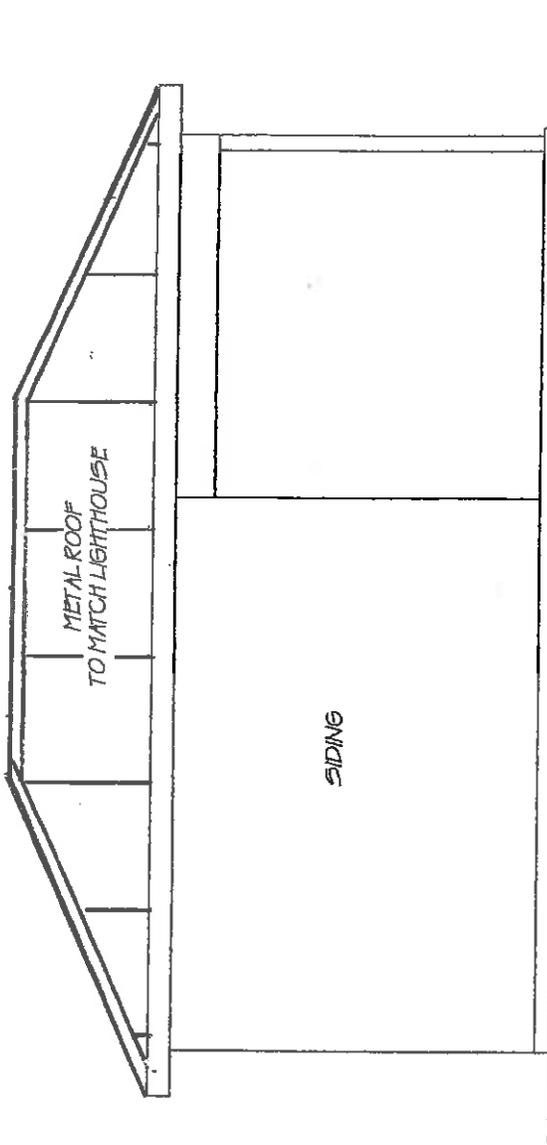




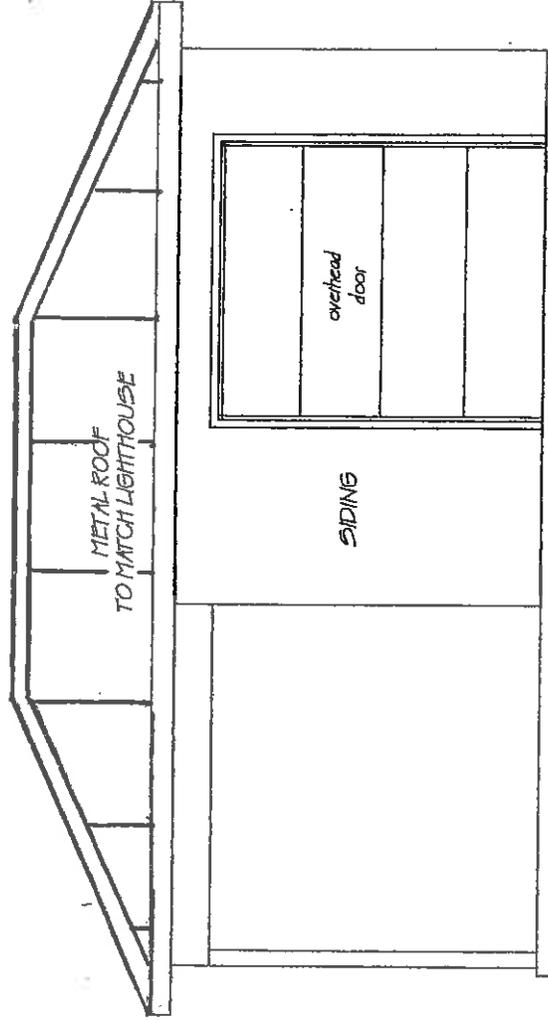
PROPOSED FLOOR PLAN

PROPOSED CART SHED, STORAGE  
AND VENDING AREA BUILDING

THESE PROPOSALS ARE SUBMITTED BY THE DOCK WORKERS FOR CONSIDERATION ONLY. THEY REPRESENT THE PRESENT NEED AND ADDRESS FUTURE NEED IN THE GROWTH OF OUR SERVICE TO OUR WATERFRONT VISITORS.



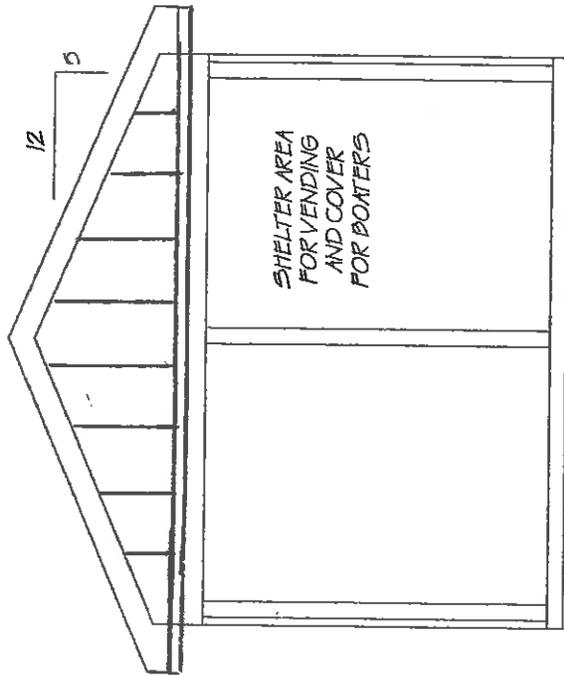
REAR ELEVATION



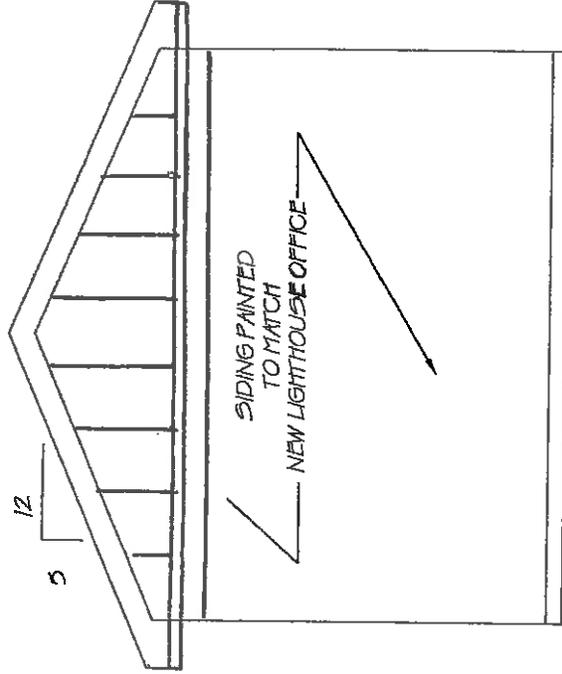
FRONT ELEVATION

PROPOSED CART SHED, STORAGE  
AND VENDING AREA BUILDING

THESE PROPOSALS ARE SUBMITTED BY THE DOCK WORKERS FOR CONSIDERATION ONLY; THEY REPRESENT THE PRESENT NEED AND ADDRESS FUTURE NEED IN THE GROWTH OF OUR SERVICE TO OUR WATERFRONT VISITORS.



LEFT ELEVATION



RIGHT ELEVATION

PROPOSED CART SHED, STORAGE AND VENDING AREA BUILDING

THESE PROPOSALS ARE SUBMITTED BY THE DOCK WORKERS FOR CONSIDERATION ONLY. THEY REPRESENT THE PRESENT NEED, AND ADDRESS FUTURE NEEDS, IN THE GROWTH OF OUR SERVICE TO OUR WATERFRONT VISITORS.



### Design Intent:

The classic style is characterized by large columns supporting stone entablature, cornice and other roofing elements laid out using a rigid order system. The NeoClassic Hip recreates the look of classic stability and elegance, but using new materials that free it of the weight and expense of stone. This shelter will sit comfortably either as an isolated element or in company of other conservative structures.

### Standard With This Shelter:

- Steel frame members, cornice and entablature coated with super-durable Poli-5000 powder coat finish.
- Tuscan tapered style column wrap\* constructed of class "A" fire-rated fiberglass reinforced polyester (FRP).
- Structural Insulated Panel roof.

### Secondary Roofing Options:

Multi-Rib, Standing Seam, Asphalt Shingles, Cedar Shingles

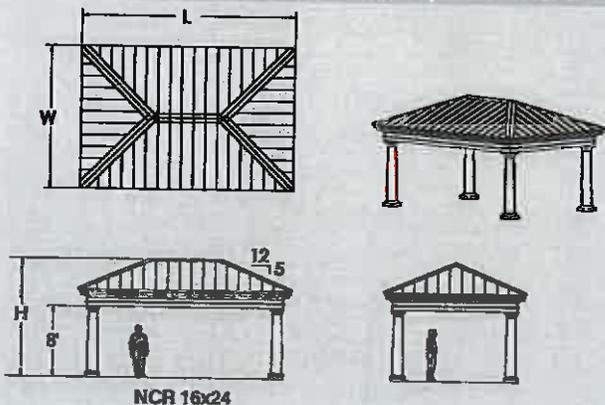
### Shelter Modifications:

Shelter can be modified by adding a cupola, lightning protection, electrical cut-outs, an increase in clearance height, or by selecting a different column design from our offering.

\* Neo Classic shelters use fiberglass reinforced polyester (FRP) column overlays to achieve appearance. Overlay installation requires blocking, fitting, surface filling, sanding and finish painting.

## Neo Classic Hip Roof

NCR



### Standard Sizes

BIN	W	L	# of Columns	Height*	Square Feet
NCR	16	24	4	13'-6"	384
NCR	16	32	6	13'-6"	512
NCR	20	24	4	14'-3"	480
NCR	20	32	6	14'-3"	640
NCR	24	28	8	15'-1"	672
NCR	24	32	8	15'-1"	768

Shelter sizes can be increased by 1' increments.

\*Height dimension is approximate and for reference only.

**Adjacent Property Owners – Dock Attendants Storage Building – Stewart Parkway**

Sloan Insurance Agency  
245 West Main Street  
Washington, NC 27889

Fortescue Investment Group  
444 Stewart Parkway  
Washington, NC 27889

Strong Shield Properties  
444 Stewart Parkway  
Washington, NC 27889

Rod Cantrell  
258 West Main Street  
Washington, NC 27889

Norman Manning  
PO Box 2611  
Washington, NC 27889

Fred Larson  
316 West Main Street  
Washington, NC 27889

Havens Mill Properties LLC  
41 Spring Moore Ct  
Raleigh, NC 27615



## WASHINGTON HISTORIC PRESERVATION COMMISSION

August 22, 2016

Subject: Certificate of Appropriateness – Stewart Parkway

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District, all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington your property is located within 100 feet of the above subject property. A request has been made by the City to construct a new storage building for the dock attendants to park a golf cart and store materials on the western end of Stewart Parkway. The building will be 12' x 26' in size. The roof will be a hip roof to match the lighthouse in style and color. It will use hardi-plank siding to match the lighthouse. The existing building will be removed.

You are welcome and encouraged to attend the regular scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday, September 6, 2016

Place: City Hall - Municipal Building, 102 East Second Street.  
Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 P.M.

During the meantime, should you have any questions, please direct your inquiries to Ms. Emily Rebert, Planning and Development by phoning 975-9383 during normal working hours Monday through Friday, 8:00 A.M. to 5:00 P.M.

Sincerely,

*Emily Rebert*

Emily Rebert  
Planning and Development

## REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission  
From: Emily Rebert, Planning & Development  
Re: West End Stewart Parkway – Maritime Quarter

A request has been made by the City of Washington for a Certificate of Appropriateness to construct a new storage building for the dock attendants to park a golf cart and store materials on the western end of Stewart Parkway. The building will be 12' x 26' in size. The roof will be a hip roof to match the lighthouse in style and color. It will use hardi-plank siding to match the lighthouse. The existing building will be removed. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings and Accessory Structures.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

### *Possible Actions*

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to the City of Washington to construct a new storage building for the dock attendants to park a golf cart and store materials on the western end of Stewart Parkway. The building will be 12' x 26' in size. The roof will be a hip roof to match the lighthouse in style and color. It will use hardi-plank siding to match the lighthouse. The existing building will be removed. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings and Accessory Structures.

*or*

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to the City of Washington to construct a new storage building for the dock attendants to park a golf cart and store materials on the western end of Stewart Parkway. The building will be 12' x 26' in size. The roof will be a hip roof to match the lighthouse in style and color. It will use hardi-plank siding to match the lighthouse. The existing building will be removed. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings and Accessory Structures. I further move that the Historic Preservation Commission place the following conditions on the approval:

*or*

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to the City of Washington to construct a new storage building for the dock attendants to park a golf cart and store materials on the western end of Stewart Parkway. The building will be 12' x 26' in size. The roof will be a hip roof to match the lighthouse in style and color. It will use hardi-plank siding to match the lighthouse. The existing building will be removed. The materials will match the existing materials. This motion is

based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.12 Outbuildings and Accessory Structures.

# MINOR WORKS

## Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for Beaufort County to perform roof repair using like materials on the following properties:
  - a. 111, 112, and 132 West Second Street
  - b. 158, 173, 210, and 220 North Market Street
2. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 524 West Main Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.
3. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 605 East Second Street to install a new gas pack in place of the previous one of the property.
4. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 329 North Bonner Street to repair the front porch and siding using like materials on the front façade of the property.
5. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 409 East Second Street to install a new gas pack unit in place of the previous one on the tertiary elevation of the property.
6. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 113 North Harvey Street to install a new HVAC and gas furnace unit in place of the previous one on the tertiary elevation of the property.
7. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 101 North Bonner Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.
8. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 509 West Second Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.
9. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 323 East Main Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.
10. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 220 East Water Street to repair broken glass panes and porch ceiling using like materials on the property.\*\*\*

11. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 627 West Main Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.
12. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 219 East Third Street to repair broken glass panes and wood siding using like materials on the property.\*\*\*
13. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 425 West Main Street to replace the current modern interior door with an exterior door on the property.
14. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 155 North Market Street to install a 15"x20" sign over the entrance of the primary elevation of the property.
15. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 740 West Main Street to replace the standing seam roof using like materials on the property.
16. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 523 East Main Street to repair metal roof using like materials on the property.

\*\*\*Denotes a Demolition By Neglect property.

# OTHER BUSINESS

**Washington's  
Demolition by Neglect  
Ordinance:  
Property Status**

# MINUTES

**WASHINGTON HISTORIC PRESERVATION COMMISSION**

Regular Scheduled Meeting- Minutes

Tuesday, August 2, 2016

7:00 PM

**Members Present**

Cheri Vaughn, Mary Pat Musselman  
Geraldine McKinley, Ed Hodges  
Mark Everett, Judi Hickson  
William Kenner

**Members Absent**

Everyone was present

**Others Present**

John Rodman, Director  
Emily Rebert, Historic Planner

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**I. Opening of the meeting**

The Chairman called the meeting to order.

**II. Invocation**

A moment of silence was taken.

**III. Roll Call**

A silent roll call was taken by staff.

John Wood with the State Historic Preservation office was given the floor and gave an educational training workshop for the Commission.

**IV. Old Business**

1. A request has been made by Mr. Steven Rader and Ms. Charlotte Mason for a Certificate of Appropriateness to remove a pine tree located in the back yard of the property on 119/117 South Harvey Street.

Mr. Steve Rader came forward to present the request. He stated that this is a large tree that has been damaged in a storm. Mr. Rader also spoke about the age and the condition of the tree and referred to the letter from Mr. Elwood Lewis that was given to the Commission.

The Chairman opened the floor and no one came forward to speak for or against the request.

The Chairman stated that the request has been before the Commission before and was tabled due to the fact that no one was present to present it.

William Kenner made the following motion: I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. Steven Rader and Ms. Charlotte Mason to remove a pine tree located in the back yard of the property located at 117-119 South Harvey Street. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Section 4.1 Landscaping. His motion was seconded by Mary Pat Musselman. The motion carried with a majority vote of 5 to 2 with Ed Hodges and Mark Everett voting in opposition.

2. A request has been made by Moss Landing for a blanket approval of nine building plans to be considered as Minor Works for future construction.

The Chairman stated that the Commission did spend a great deal of time hearing this request at their July meeting. He also pointed out that the Commission did receive an email from John Wood with the State Historic office recommending that the Commission approve the request. Carol Nash came forward. William Kenner asked if brick was added as a foundation material option. Ms. Nash stated that brick is an option that the home owners have and materials are picked on a case by case basis based on what the home owners prefer. Ms. Nash stated that this is nine plans that have already been approved by the Commission in the past. She explained that if a home owner would like to change something, it would be addressed and explained to staff in the approval process. Mark Everett asked if Ms. Nash could condition that these plans would only be for construction in Moss Landing and that no two identical plans would be build side by side. Ms. Nash stated that they plan to not have the same home built on side by side lots and she stated that they would not build one of these homes for anyone outside of Moss Landing without coming before the Commission for approval.

The Chairman opened the floor.

Dee Congleton came forward and was sworn in. Ms. Congleton stated that as it was said at the July meeting a blanket approval for this project is not a good idea. She stated that everyone likes what they see in this development and it does fit in with the historic district. She explained that if the Commission grants a blanket approval then they will have to do it again for the next developer, they will set a precedent. Ms. Congleton stated that what if the development changes hands for some unforeseen reason. Ms. Congleton stated that once the Commission gives blanket approval they lose control. Again she stated that a blanket approval should not be approved.

Jerry Creech came forward and was sworn in. Mr. Creech stated that he stood up to oppose the request at the last meeting and even though the request sounds expedient he still believed that it is in the best interest of the Commission themselves to evaluate something like this. He stated that he would hate for a precedent to be set. He stated that giving someone a blanket approval with the number of units still available in his opinion is not a good idea and was worried about unforeseen circumstances that may arise. Mr. Creech stated that he does not trust the City of Washington to make decisions and view and approve these as minor works.

Steven Rader came forward. He stated he did not think a blanket approval was a good idea and each plan should be submitted and approved individually. He stated that this would not be a good precedent set by the Commission.

Doug Mercer came forward. Mr. Mercer stated that he had suggested the blanket approval and at last month's meeting Mr. Donald Stroud questioned whether the Commission could legally do that or not. Mr. Mercer stated that in the City's ordinance section 40-386 stated that after August of 1978 a Certificate of Appropriateness must be issued by the Historic Preservation Commission or staff members as it is appropriate under special circumstances. Mr. Mercer stated that he felt this situation was ideal to use that because it is a special circumstance. He explained that the Commission has spent numerous hours reviewing plans for Moss Landing and he feels it is a waste of time for the Commission to review and approve plans for the same house numerous times. Mr. Mercer stated that he felt it was appropriate to give staff the authority to do that. Mr. Mercer then gave a suggested motion for the approval.

William Kenner asked how many lots are still available at Moss Landing. Ms. Nash stated that give or take there are 18 lots. Mr. Kenner asked if they have had any issues with any of the homes approved in the past. Mr. Rodman stated that they have not. Ed Hodges stated that Beacon Street Development has been above board on all of the development up to this point and he recommended approval of the request.

Mark Everett made the following motion: I move that the Historic Preservation Commission grant approval to Mr. Jim Wiley of Beacon Street Development for a blanket approval for the nine designs/plans presented on lots at Moss Landing and authorize staff to issue a site specific COA per the request of the developer stating the specific design and lot number. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission design guidelines, specifically Chapter 5.0 New Construction Section 5.2 Residential Construction. I further move that the Historic Preservation Commission place the following conditions on the approval: that this blanket approval is only for these designs to be constructed within Moss Landing and to the extent possible they do not build the same plan directly adjacent to each other. Cheri Vaughn seconded the motion. The motion carried with a majority vote of 6 to 1 with Mary Pat Musselman voting in opposition.

## **V. Certificate of Appropriateness**

## **A. Major Works**

1. A request has been made by Mr. Bill Litchfield for a Certificate of Appropriateness to replace the wood paneling siding around all elevations on the property located at 404 Water Street.

Tom Litchfield came forward and was sworn in. He explained that they would like to replace the wood paneling siding with hardi-plank siding. Ed Hodges stated that this is a non-contributing structure. Judi Hickson spoke about the effects of allowing hardi-plank siding. Ed Hodges stated that being this a non-contributing structure he didn't feel it would have a negative impact. William Kenner and Geraldine McKinley stated that this would be an improvement on the property.

The Chairman opened the floor. Steve Rader came forward and spoke in favor of the request.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Bill Litchfield to update and replace the current wood panel siding with Hardi-plank on all elevations on the property located at 404 Water Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.1 Walls Guidelines. William Kenner seconded the motion and all voted in favor.

2. A request has been made by Mr. Hilton Moore for a Certificate of Appropriateness to install a 30' run of fencing along the back property line of the property located at 329 North Bonner Street.

Velma Stewart representing her father came forward and was sworn in. She explained that he would like to have a fence put up around his property. Mr. Rodman gave a brief history on the property and some reasons why Mr. Moore would like some separation.

Wilhimena Cooper, adjacent, property owner, came forward and was sworn in. She stated that she is opposed to putting put the fence at least until she can get the tree located on Mr. Moore's property trimmed because it have caused a lot of damage. She stated that she would like Mr. Moore to find out where the property line. Ms. Stewart explained that the fence would go in front of the tree on Mr. Moore's property because they are not exactly sure where the property line is. Ms. Cooper stated that she would like to have some time to trim the tree before Mr. Moore puts up his fence so that she is not liable for any damage that may be done to the fence. Ms. Cooper stated that she should everything done with the tree by October.

The request was continued in order to give Ms. Cooper time to work on the tree.

3. A request has been made by Mr. Dominic Reisig for a Certificate of Appropriateness to extend the existing fence around the back yard of the property located at 117 McNair Street.

Emily Rebert stated that the homeowner contacted her and asked for a continuance to the next meeting.

4. A request has been made by Mr. Al Crisp for a Certificate of Appropriateness to construct a new residential dwelling on property located at 416 Water Street.

Mr. Al Crisp came forward and was sworn in. He stated that he is requesting to build a new house at 416 Water Street. The Commission reviewed the proposed pictures and materials Mr. Crisp is requesting to use. William Kenner asked about the car port. Mr. Crisp stated that it will be an open carport and answered other questions from other Commission members. Judi Hickson expressed concerns about the size of the carport.

The Chairman opened the floor. No one came forward.

Geraldine McKinley made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. A.L. Crisp to construct a new single family dwelling on the property located at 416 Water Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 5.0 New Construction Section 5.2 Residential Construction. Cheri Vaughn seconded the motion. The motion carried with a majority vote of 5 to 2 with Judi Hickson and William Kenner voting in opposition.

5. A request has been made by Mr. Franklin Johnson for a Certificate of Appropriateness to construct a new dwelling on property located at 406 Water Street.

Mr. Franklin Johnson came forward and was sworn in. He explained that they plan on building a one and ½ story house facing Water Street. Mr. Johnson stated that they plan to put paved runners on the side that will lead to an open carport on the rear of the property. Mr. Johnson stated that they plan on using hardi-plank and they do not plan on putting up shutters.

The Chairman opened the floor. No one came forward.

Cheri Vaughn made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Franklin Johnson to construct a new single family dwelling on the property located at 406 Water Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 5.0 New Construction Section 5.2 Residential Construction. Geraldine McKinley seconded the motion. William Kenner stated that he didn't feel the design fits in with the homes along Water Street. Other members of the Commission disagreed. The

motion carried with a majority vote of 5 to 2 with William Kenner and Judi Hickson voting in opposition.

6. A request has been made by Ms. Ann Hunt for a Certificate of Appropriateness to construct an addition between the house and the garage on the property located at 122 South Academy Street.

This request was removed from the agenda.

#### **B. Minor Works**

1. A request has been made and approved by staff for a COA for the owner of 420 Water Street to repair a porch using like materials on the tertiary elevation of the property.

2. A request has been made and approved by staff for a COA for the owner of 524 West Main Street to install a new HVAC unit in place of the previous one on the tertiary elevation of the property.

3. A request has been made and approved by staff for a COA for the owner of 605 East Second Street to install a new gas pack in place of the previous one on the property.

4. A request has been made and approved by staff for a COA for the owner of 329 North Bonner Street to repair the front porch and siding using like materials on the front façade of the property.

Mark Everett made a motion to approve all the minor works. The motion was seconded by Geraldine McKinley. All voted in favor and the motion carried.

#### **VI. Other Business**

1. Demolition by Neglect Ordinance: Property Status

Emily Rebert came forward and gave an update on the properties currently on the demolition by neglect list and answered question from the Commission.

#### **VII. Approval of Minutes – July 5<sup>th</sup>, 2016**

Judi Hickson made a motion to approve the minutes. Her motion was seconded by Mark Everett and all voted in favor.

#### **VIII. Adjourn**

There being no other business the meeting was adjourned.