

Please click the link below to access the webinar:

<https://us02web.zoom.us/j/86932219951?pwd=U0OusLNGhcIAbeksCqTaGO1Vs7e3hh.1>

Password: 138850

Meeting ID: 869 3221 9951

Call in Phone #: 1+929 205 6099



City of Beaufort
1911 Boundary Street
Beaufort Municipal Complex
Beaufort, South Carolina 29902
(843) 525-7070

**Historic District Review Board Regular Meeting Agenda
November 12, 2025**

Statement of Media Notification

"In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, all local media was duly notified of the time, date, place and agenda of this meeting."

Regular Meeting - Council Chambers, 2nd Floor - 2:00 PM

Please note, this meeting will be broadcast via zoom and live-streamed on YouTube. You can view the meeting at the City's page; City Beaufort SC

I. Call to Order

II. Minutes

A. October 8, 2025 Meeting Minutes

III. Applications

A. 723 Bay Street, PIN R120 004 000 0941 0000, installed exterior air condition without a permit. Applicant: John Scott Lee, owner

B. 1203 Prince Street, PIN R120 004 000 0494 0000, new construction Applicant: Labi Kryeziu, LK Advantage

C. 1705 Duke Street, PIN R120 003 000 0788 0000, new construction. Applicant: Jeremiah Smith, Alllison Ramsey Architects

D. 1308 Duke Street, PIN R120 004 000 0471 0000, addition. Applicant: Jeremiah Smith, Alllison Ramsey Architects

IV. Discussion

A. Historic District Review Board (HDRB) Brochure.

B. Customer Satisfaction Survey Form

V. Adjourn



Historic District Review Board Meeting Minutes – October 8, 2025

CALL TO ORDER

0:45

A meeting of the Historic District Review Board was held in-person on Wednesday, October 8, 2025 at 2:00 pm.

ATTENDEES

Members in attendance: Mike Sutton (Chair), Rita Wilson, Kim Petrella, and Grady Woods.

Members absent: Eric Berman, (Vice-Chair)

Staff in attendance: Curt Freese, Community Development Director, Christopher Klement, Community Development Planner III, Nick Navia, Community Development Planner I, Meadors Architects, and Julie A. Bachety, Community Development Administrative Assistant II.

REVIEW OF MINUTES OF SEPTEMBER 10, 2025

1:09

Motion: Mr. Woods made a motion to approve the September 10, 2025 minutes as submitted. Ms. Petrella seconded the motion. The motion passed unanimously.

All Historic District Review Board Meeting minutes are recorded and can be found on the City's website at <http://www.cityofbeaufort.org/AgendaCenter>.

APPLICATIONS

1:41

A. **1012 Newcastle Street, PIN R120 004 000 0172 0000**, COA

Applicant: Bryan Bale, owner

The applicant is requesting approval for security lighting installed after the fact on the fence.

Curt Freese presented his staff report.

Public Comment:

Lise Sundrla, Historic Beaufort Foundation (HBF) Director, said these project gives us the opportunity to look at the guidelines specifically pertaining to hardscaping/landscaping in the Beaufort Historic District / Northwest Quadrant. She clarified that neither the Historic District Review Board (HDRB) nor the Historic District Technical Review Committee (HTRC) have had prior insight into the landscaping/hardscaping provisions. There has been a misunderstanding and miscommunication. It is not typical in the Northwest Quadrant and Old Commons area to see

wrought iron fences, as well as brick-paved hardscaping, Key West-style plantings, and the river rocks. The Preservation Committee is in agreement with the deferral of the project until November so that the applicant can come back with an amended site plan to present to the Board. Ms. Sundrla referred to the SC Department of Transportation (SC DOT) regarding the paving of right-of-way area, and wondered, if the brick-paved hardscape that extends into it, has actually been approved by the SCDOT..

Public comment closed.

Motion: Mr. Woods made a motion not to approve the existing lighting because they are not appropriate per the Preservation Manual Guidelines . Ms. Wilson seconded the motion. The motion passed unanimously.

B. **506 Craven Street, PIN R120 004 000 0892 0000**, alterations, additions

56:28

Applicant: Robert Montgomery, Architect

The applicant is requesting final approval for alterations to the existing residential dwelling, including enclosure & expansion of existing living space as well as adding a new screened porch and a new detached 2-car garage with apartment above (carriage house).

Christopher Klement presented his staff report.

Public Comment:

Lise Sundrla, Historic Beaufort Foundation (HBF) Director, stated for the record that she abstained from attending the HTRC Meeting for this project since the applicant, Rob Montgomery, and Larry Haskell, who is one of the property owners, are on the Board of Directors of the HBF. The Preservation Committee was in agreement with staff's recommendations with the exception of staff recommendations 6, 7 & 8. Ms. Sundrla asked the applicant do a paint test to for clarification.

Public comment closed.

Motion: Ms. Petrella made a motion to grant approval as presented with the exception of 6 & 7 of the staff report and that a color pattern be presented. Mr. Woods seconded the motion. The motion passed unanimously.

C. **403 Carteret Street, PIN R120 004 000 0827 0000**, canvas sails

1:40:26

Applicant: Samantha and Danielle Mussman, owners

Ms. Wilson recused herself from the project.

The applicants are requesting approval for installation of canvas shading sails and other improvements on the patio for usage as an outdoor dining area.

Christopher Klement presented his staff report.

Public Comment:

Lise Sundrla, Historic Beaufort Foundation (HBF) Director, said HBF is in support of the 4 triangle sails in the natural beige color. The Seven Integrity Guidelines/Principles for Historic Compliance were met. Ms. Sundrla mentioned that the Seven Integrity Guidelines/Principles were not included in the 1012 Newcastle Street project but should have been. Public comment closed.

Motion: Ms. Petrella made a motion to grant approval based on option 1 as presented. Mr. woods seconded the motion. The motion passed unanimously.

Ms. Wilson returned to the Board at this time.

Miscellaneous Public Comment

Gregory DiGiovanni a resident who has been here for eight years at 1607 King Street addressed the Board about a 5-lot subdivision that is going in on the corner of King and Bladen Street. He stated he hasn't been notified and he's been asking questions but not getting any real answers. He spoke with Curt Freese before the HRB meeting started. Right now, there are trees and shrubbery being taken out and also utility lines are being brought across his property. He's was also told that telephone poles will be going in. Mr. DiGiovanni said he was told no permits have been pulled but the work keeps going on. Mr. Sutton said a project did come before the Board on the corner of Bladen & King Street about 6 months ago and it was not approved.

ADJOURNMENT

2:03:59

Mr. Woods made a motion seconded by Ms. Petrella to adjourn. The meeting ended at 4:03 pm.



City of Beaufort
Department Request for Historic District Review Board Agenda Item

To: Historic District Review Board **Date:** 11/03/2025
From: Christopher Klement, Community Development Planner III
Item Name: 723 Bay Street, PIN R120 004 000 0941 0000, installed exterior air condition without a permit. Applicant: John Scott Lee, owner
Meeting Date: November 12, 2025
Department: Community Development Department

Background Information:

Introduction:

Applicant is requesting post-installation approval for HVAC unit(s) on the side of the contributing 2-story frame commercial building, c. 1885.

Background:

Together with the contractor's (Epperson – Heating, AC & Plumbing – c/o Mr. Kent Feldman) original application from September 11, 2025, City of Beaufort staff mistakenly granted a project permit for the installation of non-screened HVAC units on the side of the commercial/residential building at 723 Bay St. / 203 Scott Street.

After complaints from the Historic Beaufort Foundation, staff had tried to stop the work in order to remedy the unsightliness. However, by the time the contractor was reached, installation work had already been completed. Staff has made the contractor aware that any visible mechanical equipment within the Beaufort Historic District necessitates screening through fencing, screens or vegetation. This fact nor the information that this alteration needed to first go the Historic District Technical Review Committee (HTRC) was not provided to the applicant at the time of the Project Permit application. Hence, applicant is requesting approval of the already installed HVAC unit.

Legal Authority:

S.C. Code Ann. § 6-29-310 et seq. Comprehensive Planning Enabling Act

Staff Recommendation:

Staff recommends DENIAL to the applicant's request for leaving the HVAC equipment installed at the side of the building as is, as this overwhelmingly rejects the historic integrity guidelines set

by the Beaufort Preservation Manual (Chapter 15 – Energy Conservation/Mechanical, Electrical, and Communication Systems) and the Beaufort Development Code (Section 4.7).

Moreover, staff recommends moving the already installed HVAC equipment to the roof of the building and to install proper screening as to disguise its visibility from both the street level and the upper floors of nearby buildings.

Placed on Agenda For:

Action

Attachments:

1. 723 Bay Street_Agenda Packet_FINAL

723 BAY STREET

Post-installation approval of HVAC units



STAFF REPORT: Historic District Review Board (HRB)

723 BAY STREET

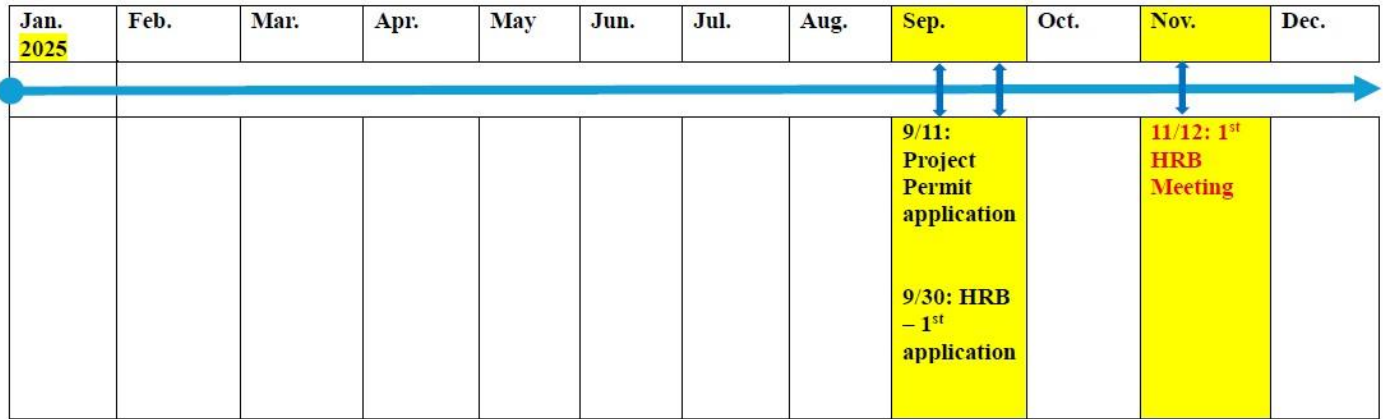
DATE: November 12, 2025

| <u>GENERAL INFORMATION</u> | | |
|--|--|--|
| Applicant: | John Scott Lee (Owner) | |
| Site Address / Tax PIN: | 723 Bay Street / PIN: R120 004 000 0941 0000 | |
| Applicant's Request: | Applicant is requesting post-installation approval for HVAC unit(s) on the side of the contributing 2-story frame commercial building, c. 1885. | |
| Current Zoning: | T5-Downtown Core (T5-DC) | |
| Contributing/Neighborhood | Contributing - The Bluff (c. 1885) | |
| Flood Zone/Elevations | Flood Zone "Shaded X", Lot Elevation: 9' - 10'; Base Flood Elevation: 13' (Beaufort, SC) | |
| Lot size / Heated space | ~ 3,484 sq. ft. / ~ 5,722 sq. ft. | |
| <u>ZONING DISTRICT INFORMATION</u> | | |
| T5-Downtown Core (T5-DC) | | |
| Lot Width at Setback: | n/a | |
| Max. Lot Coverage: | 100% | |
| Min. Frontage Build Out | 75% of lot area | |
| Front Setback | 0 ft. min., max. prevailing setback on the block | |
| Side Setback | Corner/alley: 0 ft. min., 15 ft. max.; Interior: 0 ft. min | |
| Rear Setback | 0 ft. min. | |
| <u>SURROUNDING ZONING, LAND USE AND REQUIRED BUFFERS</u> | | |
| <u>Adjacent Zoning</u> | <u>Adjacent Land Uses</u> | <u>Setbacks for Adjacent Zoning /Buffer required if rezoned</u> |
| North: T5-DC | Blackstone's Cafe (205 Scott St., c. 1850) | N/A |
| South: T5-DC | YoYo's Ice-Cream - Fmr. Charles E. Danner & Co. Building (720 Bay St., c. 1910) | N/A |
| East: T5-DC | Duffy's Trading Post (719 Bay St.) | N/A |
| West: T5-DC | John Mark Verdier House (801 Bay St., c. 1801) | N/A |

Background: Together with the contractor's (Epperson - Heating, AC & Plumbing - c/o Mr. Kent Feldman) original application from September 11, 2025, City of Beaufort staff mistakenly granted a project permit for the installation of non-screened HVAC units on the side of the commercial/residential building at 723 Bay St. / 203 Scott Street.

After complaints from the Historic Beaufort Foundation, staff had tried to stop the work in order to remedy the unsightliness. However, by the time the contractor was reached, installation work had already been completed. Staff has made the contractor aware that any visible mechanical equipment within the Beaufort Historic District necessitates screening through fencing, screens or vegetation. This fact nor the information that this alteration needed to first go the Historic District Technical Review Committee (HTRC) was not provided to the applicant at the time of the Project Permit application. Hence, applicant is requesting approval of the already installed HVAC unit.

Project timeline



Applicant has not previously attended an Historic District Technical Review Committee (HTRC) / Pre-Design Meeting for this request.

723 Bay Street / 203 Scott Street

Pictures of newly installed HVAC units (Sep. 26, 2025)



Sep 26, 2025, 13:45



Sep 26, 2025, 13:45



Sep 26, 2025, 13:45

Other examples of HVAC units in the Beaufort Historic District (provided by the applicant)

**1. 802 Bay Street (caddy-corner from 723 Bay St.) -
The Captain Francis Saltus House; Contributing, c. 1796**



2. 301 Carteret Street - City Java & News, part of City Loft Motel; Non-contributing, c. 1960



Other examples of HVAC units in the Beaufort Historic District (provided by the applicant)

3. 403 Scott Street –
Congregation Beth Israel Synagogue; Contributing, c. 1907



4. 713 Craven Street – The Arsenal; Contributing, c. 1795



Tree Removal Proposed:

No Specimen or Landmark Trees are affected.

Surrounding Area:

This contributing commercial 2-story frame building, built c. 1885, is situated at the corner of Bay and Scott Streets, adjacent to the John Mark Verdier House. As such, it currently houses a clothing store called “Carolina Me Crazy”. This structure is located on Bay Street, Beaufort’s prominent and main historic downtown main street with shops and restaurants all along, thus making potential structural changes highly visible and detrimental to the conservation/preservation of the Beaufort Historic District.

Determination of adequate historic integrity:

As per the Beaufort Preservation Manual (Chapter 5) and the Beaufort Development Code (Section 4.7), the compatibility of new infill construction as well as major renovations within Beaufort Historic District is determined in consideration with the following principles: **1. Location, 2. Design, 3. Setting, 4. Materials, 5. Workmanship, 6. Feeling and 7. Association.** See detailed staff analysis and recommendations in table below.

| 4.7.2 Integrity Guidelines (as per Beaufort Development Code) | <u>Rationale Present</u> | <u>Staff Analysis of Rationale</u> |
|---|---------------------------------|--|
| 1. Location: This is the relationship between the property and its historical context. | NO | X “Mechanical, electrical, and communication systems are non-historic, though essential, additions to the District. As such, they should be hidden or screened from view. Their undisguised presence, (...), in the District is inappropriate. ” (Chapter 15 - Beaufort Preservation Manual, 2022; page 197) |
| 2. Design: This is the combination of elements that create the feeling of a district or structure. These elements include building patterns, streetscapes, site elements, building size, mass and scale, spatial relationships, and specific architectural elements and details. | NO | X “Although mechanical intrusions such as (...) air-conditioning equipment, (...) are so commonplace as to be overlooked, they actually detract seriously from the character and charm of the Historic District. No one would suggest eliminating the conveniences this equipment serves, but the visual and historic integrity of the District could be much enhanced through more sympathetic placement and selection. ” (Chapter 15 - Beaufort Preservation Manual, 2022; page 203) |
| 3. Setting: This is the physical environment of a property and should be evaluated on its context as well as on the historical role the property has played and continues to play. Important features include topography, vegetation, man-made features, and relationships between existing structures and their surroundings. | NO | X The highly visible and historic setting of this subject building at the corner of Bay and Scott Streets is highly negatively impacted from this inappropriate, i.e. unscreened installation of mechanical equipment on the side of the building. “All mechanical equipment, (...), should be located so as not to be visible from the street. (...)” (Chapter 15 - Beaufort Preservation Manual, 2022; page 205) |
| 4. Materials: These are the physical elements that make up a property or district. | NO | X “Where the character of adjacent buildings or roof height make visibility of the equipment inevitable, proper screening should be installed |

| | | |
|--|-----------|--|
| | | to obscure the view of the equipment. Where suitable, this screening should be constructed of similar material to the building to attempt to blend in with the overall structure. (Chapter 15 – Beaufort Preservation Manual, 2022; page 204) |
| 5. Workmanship: This is the physical evidence of the crafts of a particular culture or time period. This particularly applies to rehabilitation projects, but for new infill projects, workmanship of surrounding structures should be considered and respected. | NO | X “For commercial installations, outdoor equipment should be installed either behind the building or where not possible, on the roof. Roof installations should be located near the rear of the building where visibility from the street can be eliminated and visibility from the upper floors of nearby buildings can be mitigated.” (Chapter 15 – Beaufort Preservation Manual, 2022; page 204) |
| 6. Feeling: This is the property's expression of the aesthetic or historic sense of a particular period of time. This particularly applies to rehabilitation projects, but for new infill projects, the feeling of surrounding structures should be considered and respected. | NO | X The unscreened installation of the HVAC equipment on the side of this historic building and at this very prominent location within the historic core of downtown Beaufort, are highly detrimental to the historic aesthetics and overall feeling of the Beaufort Historic District. |
| 7. Association: This is the direct link between an important historic event or person and a property. | N/A | |

FINDINGS AND RECOMMENDATIONS

Staff Recommendations: Staff recommends **DENIAL to the applicant’s request for leaving the HVAC equipment installed at the side of the building as is, as this overwhelmingly rejects the historic integrity guidelines set by the Beaufort Preservation Manual (Chapter 15 – Energy Conservation/Mechanical, Electrical, and Communication Systems) and the Beaufort Development Code (Section 4.7).**

Moreover, staff recommends moving the already installed HVAC equipment to the roof of the building and to install proper screening as to disguise its visibility from both the street level and the upper floors of nearby buildings.

PAID
10-21-25



**DEVELOPMENT REVIEW PROCESS
HISTORIC REVIEW BOARD APPLICATION**

Community & Economic Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
www.cityofbeaufort.org

- Staff Review
- Board Review

Application Fee:
see attached schedule

OFFICE USE ONLY: Date Filed: 9/30/25 Application #: 2813 Zoning District: T5DC
BCAGHS Survey: Yes No

Schedule: The Historic Review Board (HRB) typically meets the 2nd Wednesday of each month at 2pm. The complete schedule, along with the list of deadlines, may be found here - <http://www.cityofbeaufort.org/historic-review-board.aspx>

Submittal Requirements: All forms and information shall be submitted digitally. In addition to a complete application form, applicants shall submit the required items according to the checklists on the subsequent page.

Review Request: Conceptual Preliminary Final Bailey Bill Approval* Change After Certification
**Requires a Bailey Bill – Part A Preliminary Review Application Form*

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application? Yes No

Applicant, Property, and Project Information

Applicant Name: John Scott Lee
Applicant Address: 701 swordfish Road, Fripp Island, SC 29902
Applicant E-mail: scott_lee123@outlook.com Applicant Phone Number: 225-931-5562

Applicant Title: Homeowner Tenant Architect Engineer Developer

Owner (if other than the Applicant): _____

Owner Address: _____

Project Name: Carolina Me Crazy HVAC Install

Property Address: 723 Bay St, Beaufort, SC 29902

Property Identification Number (Tax Map & Parcel Number): MER200047102

Date Submitted: 09/29/25

Certification of Correctness: I/we certify that the information in this application is correct.

Applicant's Signature:  John Scott Lee Date: 9/30/2025
Owner's Signature: John Scott Lee Date: 9/30/2025

(The owner's signature is required if the applicant is not the owner.)



DEVELOPMENT REVIEW PROCESS HISTORIC REVIEW BOARD APPLICATION

Community & Economic Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
www.cityofbeaufort.org

Project Name: _____

Property Size in Acres: _____ Proposed Building Use: _____

Nature of Work (check all that apply):

- New Construction, Primary Structure
- New Construction, Primary Structure
- Alterations / Additions
- Demolition*
- Relocation*

**Demolition and Relocation requires a public hearing*

Building Square Footage (if multiple buildings, please list each one and their square footage by floor):
2750

Is this project a redevelopment project? Y N

Are there existing buildings on the site? Y N if yes, will they remain? Y N

Provide a brief Project Narrative (if requesting Bailey Bill Approval, this section may be left blank):

we installed a heat pump on side of the building to provide heating/cooling for the sales floor.

The permit was approved by city, but after installation we were informed it needed to be approved by

The HVAC contractor noticed the building across the street, Hearth, has two systems mounted to the side of their building. Prior to installation we contacted the city

and made them aware of the location of this unit. The only concern noted

was for the drain line. The city did not want it to drain on sidewalk

so we made sure to drain into existing gutter drain.

We also walked around other building on and near bay street to find multiple

mini splits, walk in cooler condensers, window units, that are not covered

and are mounted to sides of building.

CONTACT INFORMATION –

Attention: Julie A. Bachety, Administrative Assistant II

City of Beaufort Department of Planning & Development Services

1911 Boundary Street, Beaufort, South Carolina 29902

E-Mail: jbachety@cityofbeaufort.org | Phone: (843) 525-7011 | Fax: (843) 986-5606

From: [Heather Stephenson](#)
To: [Lise Sundrla](#); [Curt Freese](#)
Cc: [Maria Short](#); [Christopher Klement](#); [Bruce Skipper](#); [Ken Meola](#); [Jeremy Tate](#); [Julie Bachety](#); [Nicolas Navia](#)
Subject: RE: AC install on 723 bays
Date: Friday, September 26, 2025 1:43:50 PM
Attachments: [image001.jpg](#)

Good afternoon,

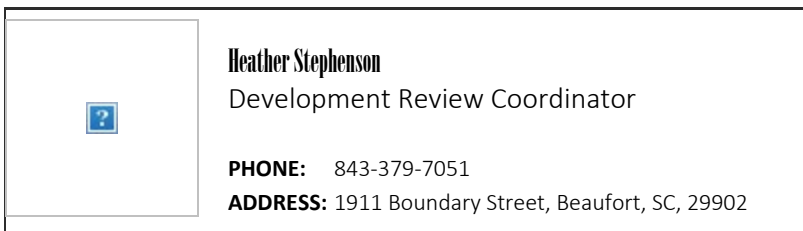
I would like to clarify that the error was my responsibility. I issued the permit without obtaining the necessary approvals, and I acknowledge that this should not have happened.

To address the situation, I've contacted the applicant to understand the reasoning behind installing the unit on the side of the building and to remind them of the screening requirements. I have also requested that they provide an explanation as to why the unit could not be installed on the roof.

Once I receive their response, I will promptly share the information with all relevant parties to ensure everyone is informed.

Thank you for your understanding, and I appreciate your patience as I work to resolve this.

Best regards,



From: L. Sundrla <lsundrla@historicbeaufort.org>
Sent: Friday, September 26, 2025 1:19 PM
To: Curt Freese <cfreese@cityofbeaufort.org>
Cc: Maria Short <maria@meadorsinc.com>; Christopher Klement <cklement@cityofbeaufort.org>; Bruce Skipper <bskipper@cityofbeaufort.org>; Ken Meola <kmeola@cityofbeaufort.org>; Jeremy Tate <jeremy@meadorsinc.com>; Julie Bachety <jbachety@cityofbeaufort.org>; Nicolas Navia <nnavia@cityofbeaufort.org>; Heather Stephenson <hstephenson@cityofbeaufort.org>
Subject: Re: AC install on 723 bays

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Sent from my iPhone

On Sep 26, 2025, at 1:09 PM, Curt Freese <cfreese@cityofbeaufort.org> wrote:

It appears a mistake was made by building permitting, and a legal permit was issued. We're going to have to figure this one out here. Ken will be giving them a warning that they are in violation of the historic district. In the meantime, we're going to figure out our options.

Best,

Curt Freese, AICP
Community Development Director
1911 Boundary Street
Beaufort SC, 29902
cfreese@cityofbeaufort.org
843-525-7012

<image001.png>

From: L. Sundrla <lsundrla@historicbeaufort.org>

Sent: Friday, September 26, 2025 12:55 PM

To: Curt Freese <cfreese@cityofbeaufort.org>

Cc: Maria Short <maria@meadorsinc.com>; Christopher Klement <cklement@cityofbeaufort.org>; Bruce Skipper <bskipper@cityofbeaufort.org>; Ken Meola <kmeola@cityofbeaufort.org>; Jeremy Tate <jeremy@meadorsinc.com>; Julie Bachety <jbachety@cityofbeaufort.org>; Nicolas Navia <nnavia@cityofbeaufort.org>; Heather Stephenson <hstephenson@cityofbeaufort.org>

Subject: Re: AC install on 723 bays

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Seems contrary to code.

Sent from my iPhone

On Sep 26, 2025, at 12:46 PM, Curt Freese
<cfreese@cityofbeaufort.org> wrote:

I've never seen it either.

Curt Freese, AICP
Community Development Director
1911 Boundary Street
Beaufort SC, 29902
cfreese@cityofbeaufort.org
843-525-7012

<image002.png>

From: Maria Short <maria@meadorsinc.com>
Sent: Friday, September 26, 2025 12:17 PM
To: Lise Sundrla <lsundrla@historicbeaufort.org>; Christopher Klement
<cklement@cityofbeaufort.org>; Curt Freese
<cfreese@cityofbeaufort.org>; Bruce Skipper
<bskipper@cityofbeaufort.org>; Ken Meola
<kmeola@cityofbeaufort.org>; Jeremy Tate <jeremy@meadorsinc.com>;
Julie Bachety <jbachety@cityofbeaufort.org>; Nicolas Navia
<nnavia@cityofbeaufort.org>
Subject: RE: AC install on 723 bays

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especially from unknown senders.

I don't recall that project. Did that come before HTRC?

Best,

Maria Short
Meadors Architecture
2811 Azalea Drive
Charleston, SC 29405
(843) 718-4152

From: L. Sundrla <lsundrla@historicbeaufort.org>
Sent: Friday, September 26, 2025 12:08 PM

To: Christopher Klement <cklement@cityofbeaufort.org>; Curt Freese <cfreese@cityofbeaufort.org>; Bruce Skipper <bskipper@cityofbeaufort.org>; Ken Meola <kmeola@cityofbeaufort.org>; Maria Short <maria@meadorsinc.com>; Jeremy Tate <jeremy@meadorsinc.com>; Julie Bachety <jbachety@cityofbeaufort.org>; Nicolas Navia <nnavia@cityofbeaufort.org>

Subject: AC install on 723 bays

I understand this install was permitted. Does not seem appropriate to Code. Why not roof? Happening now.

<image003.jpg>

From: [Ken Meola](#)
To: [Curt Freese](#); [Christopher Klement](#); [Bruce Skipper](#); [Maria Short](#); [Jeremy Tate](#); [Julie Bachety](#); [Nicolas Navia](#)
Cc: [Ken Meola](#)
Subject: RE: AC install on 723 bays
Date: Friday, September 26, 2025 2:38:19 PM
Attachments: [IMG_E3057.JPG](#)
[image001.png](#)
[image002.jpg](#)
[IMG_E3055.JPG](#)
[IMG_E3056.JPG](#)

By the time I was able to get back to this the install was already completed. I'm not sure there's a way to screen this based on it's configuration, but we will await comment from the HVAC company. It does not appear to be an obstruction to anyone passing by/under it.

Per Curt's instruction, I will sending a letter to the HVAC company and building owner, letting them know the permit was issued in error and that a COA is required for this installation after the fact and that this will require approval from the HDRB.

K.

Ken Meola
Code Enforcement
City of Beaufort
1911 Boundary Street
Beaufort, SC 29902-4449

Office: (843)322-7965
Cell: (843)263-6792
Email: kmeola@cityofbeaufort.org

From: Curt Freese <cfreese@cityofbeaufort.org>
Sent: Friday, September 26, 2025 1:21 PM
To: Christopher Klement <cklement@cityofbeaufort.org>; Bruce Skipper <bskipper@cityofbeaufort.org>; Ken Meola <kmeola@cityofbeaufort.org>; Maria Short <maria@meadorsinc.com>; Jeremy Tate <jeremy@meadorsinc.com>; Julie Bachety <jbachety@cityofbeaufort.org>; Nicolas Navia <nnavia@cityofbeaufort.org>
Subject: RE: AC install on 723 bays

I'd like to understand how this happened, and how it was not caught in permitting or plan review. I understand we all make mistakes, but we do need to understand how this occurred so we can prevent it in the future. Unfortunately, this is in a very visible location.

Can we postpone the inspection on this as well?

Best,

Curt Freese, AICP
Community Development Director
1911 Boundary Street
Beaufort SC, 29902
cfreese@cityofbeaufort.org
843-525-7012



From: L. Sundrla <sundrla@historicbeaufort.org>
Sent: Friday, September 26, 2025 12:08 PM
To: Christopher Klement <cklement@cityofbeaufort.org>; Curt Freese <cfreese@cityofbeaufort.org>; Bruce Skipper <bskipper@cityofbeaufort.org>; Ken Meola <kmeola@cityofbeaufort.org>; Maria Short <maria@meadorsinc.com>; Jeremy Tate <jeremy@meadorsinc.com>; Julie Bachety <jbachety@cityofbeaufort.org>; Nicolas Navia <nnavia@cityofbeaufort.org>
Subject: AC install on 723 bays

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I understand this install was permitted. Does not seem appropriate to Code. Why not roof?



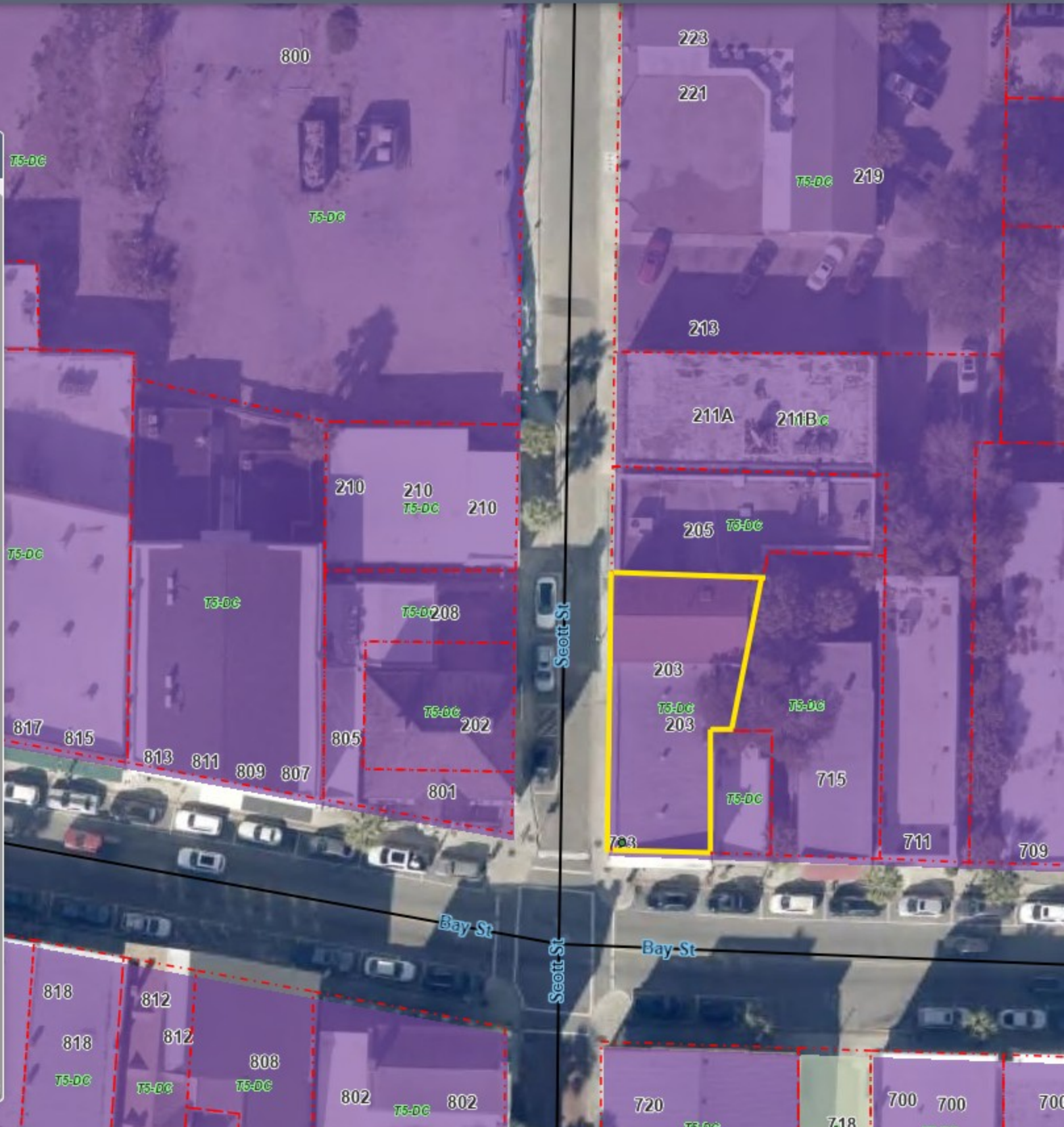
Zoning Classification

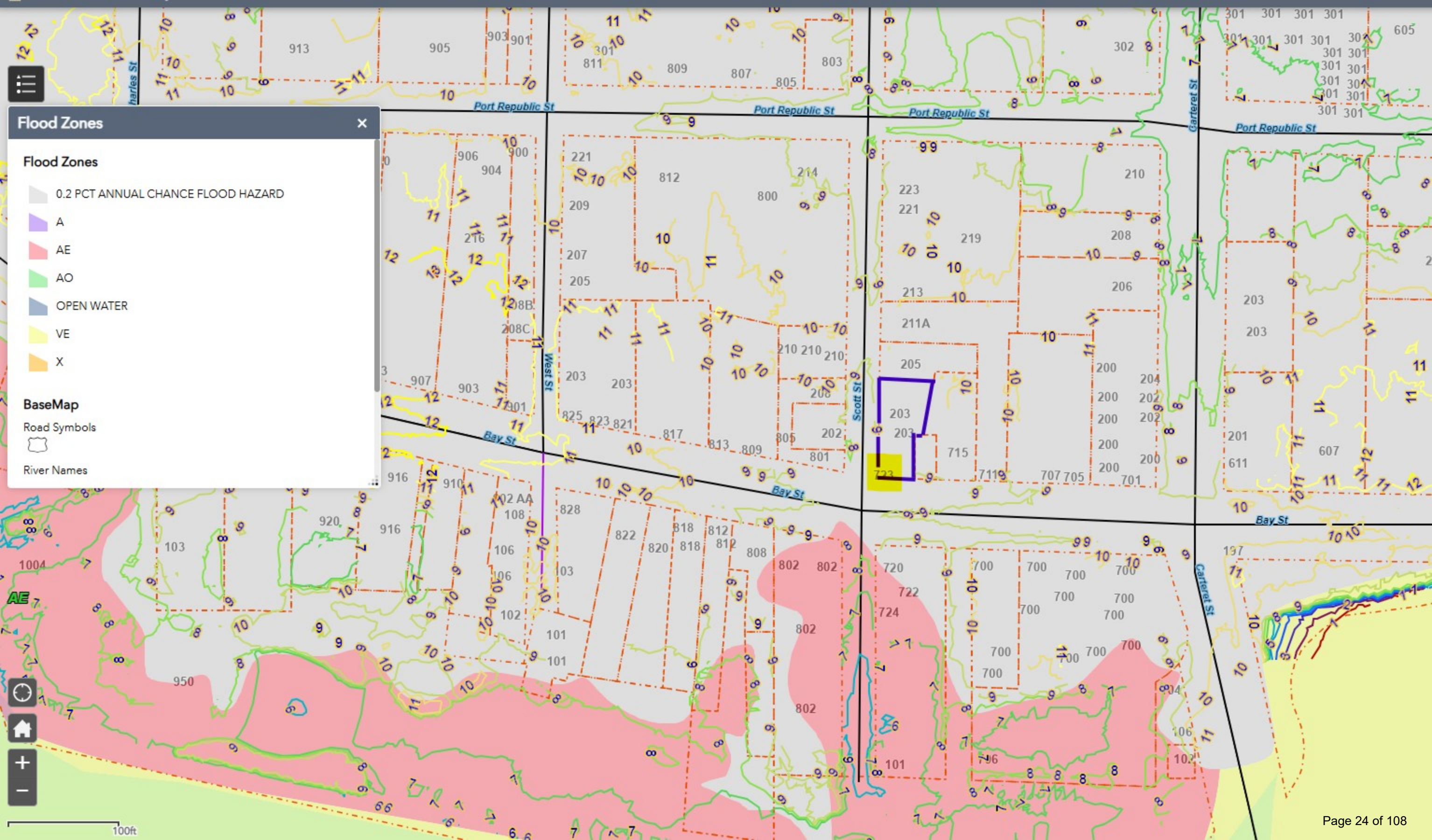
CobData

- HISTORIC DISTRICT-Preservation Heighborhood --
- HISTORIC DISTRICT-Conservation Neighborhood -
- Bladen Street Redevelopment District -
- Boundary Street Redevelopment District -
- Retail Overlay (Church & Green Street) -
- Retail Overlay -

Zoning Districts

- LEGACY PUD (LPUD)
- T1
- T3-S
- T3-N
- T4-HN
- T4-N
- T4-NA
- T5-DC
- T5-UC
- T5-UC / RMX
- RMX
- IC
- MH
- LI
- MR





Flood Zones [Close]

Flood Zones

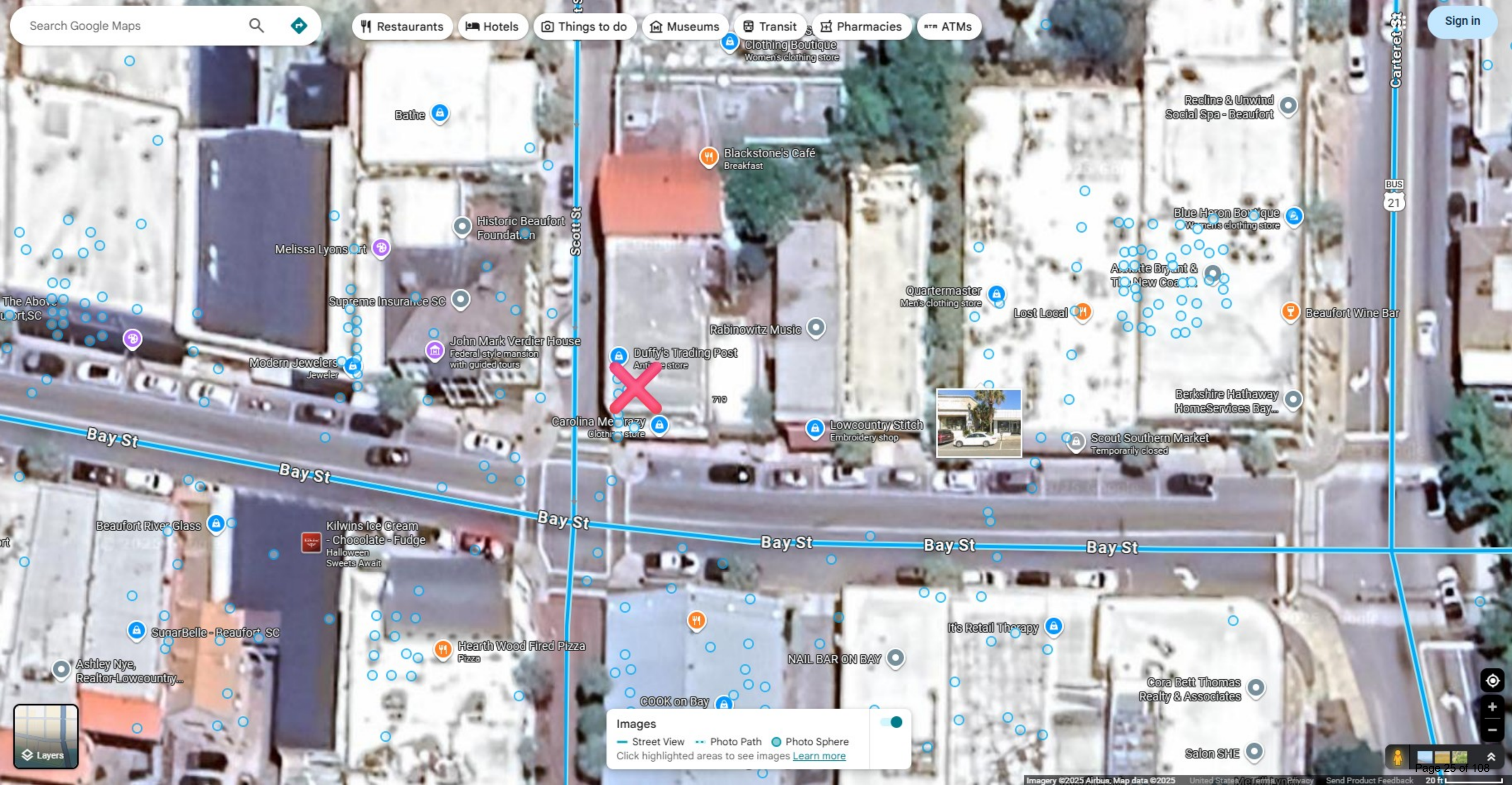
- 0.2 PCT ANNUAL CHANCE FLOOD HAZARD
- A
- AE
- AO
- OPEN WATER
- VE
- X

BaseMap

- Road Symbols
- River Names

Map navigation controls: Refresh, Home, Zoom In (+), Zoom Out (-)

100ft



Clothing Boutique
Women's clothing store

Bathe

Recline & Unwind
Social Spa - Beaufort

Blackstone's Café
Breakfast

Historic Beaufort
Foundation

Blue Heron Boutique
Women's clothing store

Melissa Lyons Art

Supreme Insurance SC

Quartermaster
Men's clothing store

Annette Bryant &
The New Coast

Beaufort Wine Bar

Modern Jewelers
Jeweler

John Mark Verdier House
Federal-style mansion
with guided tours

Duffy's Trading Post
Antique store

Rabinowitz Music

Lost Local

Berkshire Hathaway
HomeServices Bay...

Carolina Me Crazy
Clothing store

Lowcountry Stitch
Embroidery shop

Scout Southern Market
Temporarily closed

Bay St

Bay St

Bay St

Bay St

Bay St

Bay St

Beaufort River Glass

Kilwins Ice Cream
- Chocolate - Fudge
Halloween
Sweets Await

SugarBelle - Beaufort SC

Hearth Wood Fired Pizza
Pizza

COOK on Bay

NAIL BAR ON BAY

It's Retail Therapy

Cora Bett Thomas
Realty & Associates

Salon SHE

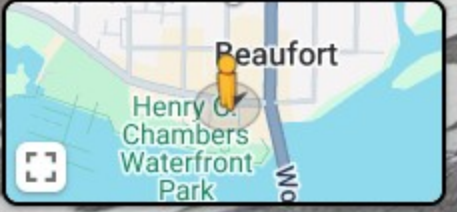
Images

- Street View
 - Photo Path
 - Photo Sphere
- Click highlighted areas to see images [Learn more](#)

← 100 Scott St
 Beaufort, South Carolina

Google Street View

Feb 2019 See more dates





City of Beaufort
Department Request for Historic District Review Board Agenda Item

To: Historic District Review Board **Date:** 11/03/2025
From: Nicolas Navia, Community Development Planner I
Item Name: 1203 Prince Street, PIN R120 004 000 0494 0000, new construction Applicant: Labi Kryeziu, LK Advantage
Meeting Date: November 12, 2025
Department: Community Development Department

Background Information:

Introduction:

The applicant is requesting conceptual approval for a new construction duplex located at the north-west corner of Prince and Church Street.

Background:

The applicant is requesting conceptual approval for a new construction duplex located at the north-west corner of Prince and Church Street. The site is currently vacant after the approved demolition of a contributing 1900 2-story frame dwelling. The project went to the HRB on June 14th, 2017, and a COA granting final approval for demolition was issued on June 20th, 2017. However, the actual demolition permit application was not submitted until December 8th, 2021, with the permit being issued on January 21st, 2022.

*Additional Note: There were 2 additional prior HRB applications submitted for the demolition of the structure. The first being on April 22nd, 2009, and the second being on January 27th, 2012. However, there is no documentation available for these requests. The only additional details are that the 2009 request states, "Major Demolition – Recommended by City" and the 2012 request states, "Demolition of House. City Initiated". It is not clear if these requests were actually brought forth to the HRB, or if they were only requests that did not move forward.

Legal Authority:

S.C. Code Ann. § 6-29-310 et seq. Comprehensive Planning Enabling Act

Staff Recommendation:

Staff recommends CONCEPTUAL APPROVAL of the new construction duplex + garage ADU

at 1203 Prince Street, in that it satisfies the intent of the Beaufort Preservation Manual and requirements of the Beaufort Code, with the following recommendations being made as a prerequisite for FINAL APPROVAL at a later date:

1. Applicant to demonstrate compliance with all requirements per Section 2.4.1. The rear of the ADU appears to encroach into the 5' rear setback.
 2. Applicant to provide a south elevation for the ADU.
 3. Applicant to provide a north elevation for the main house that is not obstructed by the ADU.
 4. Applicant to label all materials and provide detail drawings, including:
 - i. Door details
 - ii. Window details – note windows must have a projecting sill per section 4.6.3.C.2.a.
 - iii. Railing details
 - iv. Gable vent details
 - v. Eave/rake details
 - vi. Typical wall sections at the house and garage (including a section through the garage door awning and main house porch).
 5. Generally, staff is supportive of the proposed design, but there are some graphical errors and areas that require clarification. See below:
 - i. The porch foundation piers appear not to be properly aligned with the columns above.
 - ii. The window head trim appears incomplete and extends beyond the jamb casing.
 - iii. The beam and friezeboard in the porch gable appear incomplete.
 - iv. There is no delineation between the second floor porch decking and skirtboard. Currently it reads as a thick slab.
 - v. There is a blank space behind the asphalt shingle awning above the garage door that does not extend to the cornerboard on one side. Applicant to clarify if this is a skirtboard and correct this detail.
 - vi. The closed gable detail on the east and west facades lacks detail.
 - vii. The north facades for the both the ADU and the main house lack window casings.
 6. Staff recommends making the first-floor windows taller to be compliant with Section (4.6.3.C.2.c.i). Applicant has made this change to the primary façade's first floor windows, but not to any other façade.
 7. Given the overall width of the west and east side elevations, staff recommends the applicant consider adding more windows to these elevations to improve the solid-void relationship.
 8. The gable on the front of the house appears blank and needs more detail. It is recommended that the upper porch have a more substantial beam with drip cap that transitions to either lap or shiplap siding. A frieze board should be considered under the soffit to help provide detail and shadow lines in this area. Similar comments can be applied to the closed gable side elevations regarding frieze board and siding.
 9. Applicant to add a note that all cementitious siding must have a smooth finish per Section 4.6.3.A.1.
 10. Applicant has not shown a location for a service yard. Applicant to show this on a future submission. Per Section 4.6.1.F.2, this area shall be hidden or screened from view with lattice, open brick enclosures, or vegetation.
 11. Applicant to provide cutsheets/information for the following:
 - i. Windows
 - ii. Exterior doors
 - iii. Garage doors
-

- iv. Exterior lighting/fans
 - v. Columns/railings if not wood
 - vi. Paint colors for all exterior elements
 - vii. NOTE: Selections must be circled on each cutsheet.
-

Placed on Agenda For:

Action

Attachments:

1. 1203 Prince Street_Agenda Packet_FINAL

1203 Prince Street

**New construction of a 2-story duplex
and garage + ADU**



STAFF REPORT: Historic District Review Board (HRB)

1203 PRINCE STREET

DATE: November 12, 2025

GENERAL INFORMATION

| | |
|----------------------------------|--|
| Applicant: | Labi Kryeziu (Homeowner) |
| Site Address / Tax PIN: | 1203 Prince Street ; R120 004 000 0494 0000 |
| Applicant's Request: | Applicant is requesting final approval of a new 2-story duplex + garage/ADU at 1203 Prince Street. |
| Current Zoning: | T4-NEIGHBORHOOD DISTRICT (T4-N) |
| Contributing/Neighborhood | Vacant lot – The Bluff Neighborhood |
| Flood Zone/Base Flood | Flood Zone: X, Elevation: 19 ft – 20 ft |
| Existing Trees | No Specimen/Landmark trees are affected by this request. |

ZONING DISTRICT INFORMATION

T4-NEIGHBORHOOD DISTRICT (T4-N)

| | |
|------------------------------|---|
| Lot Width at Setback: | N/A |
| Minimum Lot Size: | N/A |
| Max Lot Coverage: | 70% of lot area (This percentage indicates maximum lot coverage by roofs; total impervious coverage may be an additional 10%. Parcels may also be subject to Section 8.3 - Stormwater) |
| Frontage Build Out | 60% min; 85% max |
| Front Setback | 0 ft min; 15 ft max |
| Side Setback | Corner/Alley: 0 ft min; 10 ft max Interior: 5 ft min |
| Rear Setback | 10 ft min; from alley: 0 ft. |
| Building Height: | Primary Structures: 3.5 stories max Accessory Structures: 2 stories or 30 ft max |

SURROUNDING ZONING, LAND USE AND REQUIRED BUFFERS

| <u>Adjacent Zoning</u> | <u>Adjacent Land Uses</u> | <u>Setbacks for Adjacent Zoning /Buffer required if rezoned</u> |
|------------------------|---|---|
| North: T4-HN | 704 Church St (1-story frame dwelling, noncontributing, ca. 1945) | N/A |
| South: T4-N | 604 Church St (1-story brick veneer dwelling, noncontributing, ca. 1965) | N/A |
| East: T4-HN | 1115 Prince St (1-story frame church, contributing, ca. 1900) | N/A |
| West: T4-N | 1205 Prince St (2-story dwelling, contributing, ca. 1900) | N/A |

Background: The applicant is requesting final approval for a new construction duplex located at the north-west corner of Prince and Church Street. The site is currently vacant after the approved demolition of a contributing 1900 2-story frame dwelling. The project went to the HRB on June 14th, 2017, and a COA granting final approval for demolition was issued on June 20th, 2017. However, the actual demolition permit application was not submitted until December 8th, 2021, with the permit being issued on January 21st, 2022.

***Additional Note:** There were 2 additional prior HRB applications submitted for the demolition of the structure. The first being on April 22nd, 2009, and the second being on January 27th, 2012. However, there is no documentation available for these requests. The only additional details are that the 2009 request states, “Major Demolition – Recommended by City” and the 2012 request states, “Demolition of House. City Initiated”. It is not clear if these requests were actually brought forth to the HRB, or if they were only requests that did not move forward.

The applicant has been to three (3) HTRC Meetings. During the first HTRC meeting, which took place on **November 27th, 2024**, the project originally started out as a 6-unit multi-family dwelling. After receiving staff comments, the applicant came back to the HTRC on **September 17th, 2025**. The request had been altered to a 2-story single-family residence + a detached garage/ADU. After receiving staff comments, the applicant came back to the HTRC for a final time on **October 29th, 2025**. After making changes based on staff comments, the final finished proposal is a 2-story duplex + detached garage/ADU.

Project timeline

| Jan. 2024 | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sep. | Oct. | Nov. | Dec. |
|-----------|------|------|------|-----|------|------|------|------|------|--|------|
| | | | | | | | | | | | |
| | | | | | | | | | | <u>11/27:</u> 1st HTRC Meeting | |

| Jan. 2025 | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sep. | Oct. | Nov. | Dec. |
|--------------|------|------|------|-----|------|------|------|--|---|------|------|
| | | | | | | | | | | | |
| | | | | | | | | 9/17: 2nd HTRC Meeting | 10/29: 3rd HTRC Meeting | | |

Summary of the 10/29/2025 HTRC Meeting Comments:

1. **Planning and Zoning:**
 - Zoned T4-HN
 - Duplex + ADU = 5 parking spaces required
 - Make sure the driveway is gravel/pervious material and is annotated on the plans.
2. **Building Codes:**
 - Comply with building and fire standards for a duplex (2 family dwelling)
 - ADU staircase will need to be either 5 ft from the property line, or if less than 5 ft, will need to be fire rated
3. **Architecture:**
 - Staff believes this design is better than the last submission.
 - Since the last HTRC meeting, the applicant has raised the first-floor level up 22 inches above adjacent grade.
 - Staff recommends making the first-floor windows taller to be compliant with Section (4.6.3.C.2.c.i). These windows could maintain the same sill height but be heightened to align with the transom window above the front door.
 - Given the overall width of the west and east side elevations, staff recommends the applicant consider adding more windows to these elevations to improve the solid-void relationship.
 - Staff recommends the applicant revise the size and placement of the windows above the garage door – currently they appear small and oddly close to the closed gable returns.
 - Staff recommends removing the gable returns at the garage and allow for a sloping soffit and less formal form.
 - Applicant to demonstrate compliance with all requirements per Section 2.4.1.
 - Applicant to label all materials and provide cutsheets and detail drawings
 - Door details
 - Window details – note windows must have a projecting sill per section 4.6.3.C.2.a.
 - Railing details
 - Gable vent details
 - Typical wall sections
 - Applicant to review all material labels and ensure they are correctly pointing to appropriate locations on the elevations. For example, there is a note on sheet A3.1 south elevation that states “asphalt shingle roof” but points to the siding.
 - The gable on the front of the house appears blank and needs more detail. It is recommended that the upper porch have a more substantial beam with drip cap that transitions to either lap or shiplap siding. A frieze board should be considered under the soffit to help provide detail and shadow lines in this area. Similar comments can be applied to the closed gable side elevations regarding frieze board and

- o siding.
- o Porch columns should have simple capitals and bases.
- o The corner boards appear a little thin in the drawings. The applicant to verify the dimension of the proposed corner boards.
- o Concrete porches are not typical of the historic district, though there are numerous examples that have been constructed. It is preferred that the porch surface be constructed of wood tongue and groove boards or composite tongue and groove boards. It is understood that a concrete stoop previously existed at this location as evidenced in the applicant’s provided photo.

Tree Removal Proposed:

No Specimen/Landmark trees are affected by this request.

Surrounding Area:

Located in The Bluff neighborhood, the lot lies on the north-west corner of Prince and Church Street. The immediate surrounding properties date from the 1900s and the 1940s-1960s and are a mix of contributing and noncontributing structures. The more general surrounding area includes various 1-story and 2-story detached homes, cemetery’s, churches, parking lots, and commercial businesses, all being a mix of contributing and noncontributing structures.

Determination of adequate historic integrity for New Construction, Infill, Additions and Demolition:

As per the Beaufort Preservation Manual (Chapter 5) and the Beaufort Development Code (Section 4.7), the compatibility of new infill construction as well as major renovations within the Beaufort Historic District is determined in consideration with the following principles: **1. Location, 2. Design, 3. Setting, 4. Materials, 5. Workmanship, 6. Feeling and 7. Association.** See detailed staff analysis and recommendations in table below.

| <u>4.7.2 Integrity Guidelines (as per Beaufort Development Code)</u> | <u>Rationale Present</u> | <u>Staff Analysis of Rationale</u> |
|---|---------------------------------|--|
| 1. Location: This is the relationship between the property and its historical context. | YES | ✓ 1203 Prince Street is located within The Bluff neighborhood of the Historic District. The primary structure (the duplex) is oriented towards Prince Street, facing south, while the garage+ADU is located behind the duplex facing east towards Church Street, with access to the lot also being off Church Street (behind the duplex). Staff believes the proposal is appropriate and would not negatively impact the relationship between the property and its historical context within the area. |

| | | |
|--|-------------------|---|
| <p>2. Design: This is the combination of elements that create the feeling of a district or structure. These elements include building patterns, streetscapes, site elements, building size, mass and scale, spatial relationships, and specific architectural elements and details.</p> | <p>YES</p> | <p>✓ Staff believes that after multiple revisions through the various HTRC meetings, the design has reached an acceptable level for Conceptual Approval by the HRB. Staff believes the proposal will not negatively alter the streetscape, nearby site elements, or the spatial relationship with nearby buildings.</p> |
| <p>3. Setting: This is the physical environment of a property and should be evaluated on its context as well as on the historical role the property has played and continues to play. Important features include topography, vegetation, man-made features, and relationships between existing structures and their surroundings.</p> | <p>YES</p> | <p>✓ Staff believes the relationship between the house and the historic setting of the neighborhood are not negatively impacted by the proposal.</p> |
| <p>4. Materials: These are the physical elements that make up a property or district.</p> | <p>YES</p> | <p>✓ The materials as presented are all acceptable building materials for new construction in the Historic District. Asphalt shingle roof, fiber cement (hardie) siding, CMU stem wall foundation with a stucco finish, wood porch with wood railing and wood steps.</p> |
| <p>5. Workmanship: This is the physical evidence of the crafts of a particular culture or time period. This particularly applies to rehabilitation projects, but for new infill projects, workmanship of surrounding structures should be considered and respected.</p> | <p>YES</p> | <p>✓ Staff believes the workmanship of the surrounding structures will not be negatively impacted by the proposal.</p> |
| <p>6. Feeling: This is the property's expression of the aesthetic or historic sense of a particular period of time. This particularly applies to rehabilitation projects, but for new infill projects, the feeling of surrounding structures should be considered and respected.</p> | <p>YES</p> | <p>✓ Staff believes the feeling of the surrounding structures will not be negatively impacted by the proposal.</p> |
| <p>7. Association: This is the direct link between an important historic event or person and a property.</p> | <p>YES</p> | <p>✓ N/A</p> |

FINDINGS AND RECOMMENDATIONS

Staff Recommendation: Staff recommends CONCEPTUAL APPROVAL of the new construction duplex + garage ADU at 1203 Prince Street, in that it satisfies the intent of the Beaufort Preservation Manual and requirements of the Beaufort Code, with the following recommendations being made as a prerequisite for FINAL APPROVAL at a later date:

1. Applicant to demonstrate compliance with all requirements per Section 2.4.1. The rear of the ADU appears to encroach into the 5' rear setback.
2. Applicant to provide a south elevation for the ADU.
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- 11. Applicant to provide cutsheets/information for the following:**
 - i. Windows**
 - ii. Exterior doors**
 - iii. Garage doors**
 - iv. Exterior lighting/fans**
 - v. Columns/railings if not wood**
 - vi. Paint colors for all exterior elements**
 - vii. NOTE: Selections must be circled on each cutsheet.**

United States Department of the Interior
National Park ServiceNational Register of Historic Places
Continuation SheetBeaufort Historic District
Beaufort County, SCSection number 7 Page 29

List of Contributing Resources, Continued

| Address | Historic Use / Name | Date | Description | Block | Site Number |
|------------------|---|----------|---|-------|-------------|
| Prince St., 1115 | church Central Baptist Church | 1900 | 1-story frame church | 87 | 1103 |
| Prince St., 1203 | single dwelling | 1900 | 2-story frame dwelling | 96 | 1139 |
| Prince St., 1205 | single dwelling | 1900 | 2-story frame dwelling | 96 | 1140 |
| Prince St., 1207 | single dwelling | 1910 | 1-story frame dwelling | 96 | 1141 |
| Prince St., 1214 | single dwelling | 1930 ca. | 1-story frame dwelling | 97 | 1145 |
| Prince St., 1215 | single dwelling | 1900 | 2-story frame dwelling, now offices | 96 | 1142 |
| Prince St., 1301 | single dwelling | 1900 | 1-story frame dwelling | 104 | 1180 |
| Prince St., 1307 | single dwelling | 1910 | 1-story frame dwelling | 104 | 1181 |
| Prince St., 1311 | single dwelling | 1915 | 1-story frame dwelling | 104 | 1182 |
| Prince St., 1313 | single dwelling | 1900 | 1-story frame dwelling | 104 | 1183 |
| Prince St., 1315 | single dwelling | 1890 | 1-story frame dwelling | 104 | 1184 |
| Prince St., 1403 | single dwelling | 1910 | 1-story frame dwelling | 112 | 1211 |
| Prince St., 1405 | single dwelling | 1920 | 1-story frame dwelling | 112 | 1212 |
| Prince St., 1407 | single dwelling | 1915 | 1-story frame dwelling | 112 | 1213 |
| Prince St., 1504 | single dwelling | 1880 | 1-story frame dwelling | 121 | 1240 |
| Prince St., 1507 | single dwelling | 1910 | 1-story frame dwelling | 120 | 1239 |
| Prince St., 1703 | single dwelling | 1935 | 1-story frame dwelling | 136 | 1261 |
| Scott's St., 210 | commercial | 1910 ca. | 1-story brick commercial building | 60 | 969 |
| Scott's St., 304 | single dwelling | 1935 ca. | 1-story frame dwelling, now offices | 59 | 962 |
| Scott's St., 306 | single dwelling | 1935 ca. | 1-story frame dwelling | 59 | 961 |
| Scott's St., 308 | single dwelling Beaufort Female Benevolent | 1895 ca. | 1-story frame dwelling, now a retail shop | 59 | 960 |
| Scott's St., 310 | single dwelling | 1885 ca. | 2-story frame dwelling, now a retail shop and offices | 59 | 959 |
| Scott's St., 403 | synagogue Congregation Beth Israel | 1907 | 1-story frame synagogue | 47 | 907 |
| Scott's St., 414 | single dwelling | 1950 ca. | 1-story brick dwelling | 58 | 955 |
| Scott's St., 502 | single dwelling | 1875 ca. | 2-story frame dwelling | 57 | 951 |
| Scott's St., 508 | single dwelling | 1880 ca. | 1-story frame dwelling | 57 | 949 |
| Scott's St., 803 | single dwelling | 1940 ca. | 2-story frame dwelling; altered | 43 | 885 |
| Scott's St., 807 | single dwelling | 1885 ca. | 2-story frame dwelling | 43 | 886 |
| Scott's St., 809 | single dwelling | 1900 ca. | 1-story frame dwelling | 43 | 887 |

| | |
|---|-----------------------------|
| x | See continuation sheet 7-30 |
|---|-----------------------------|

**BEAUFORT COUNTY
HISTORIC SITES SURVEY - 1997**

INTENSIVE LEVEL BUILDING INVENTORY FORM

Statewide Survey Site Form
State Historic Preservation Office
South Carolina Department of Archives and History
Columbia, SC

Site Number: U- 13 - 1139
Access County Site #

USGS Quad: 025 Beaufort
Doc. Level: Intensive Level-Building

Historic name(s): _____ Map Ref.: BFT 09 (TL) Tax Number: R120 004 000 0494 0000
Common name(s): _____ City Block Ref.: 96 Island: Port Royal Is.
Address/location: 1203 Prince St. City/Vicinity of (vic.) Beaufort
Date: 1900 Alteration date: ca. 1960
Ownership: 1. private 2. city 3. county 4. state 5. federal 6. unknown
Category: 1. building 2. site 3. structure 4. object
Historic use(s): single dwelling Current uses: vacant

National Register Status: _____ Date: _____ Listing Name: _____ NRIS # _____
National Register Historic District (NHL, 11/73) 12/17/69 Beaufort Historic District 69000159

SHPO National Register Evaluation: Contributes to listed district Name: Beaufort Historic District

Consultant Recommendation: _____ Name: _____

Previous Survey: _____ Reference: _____ Notes: _____
 H.A.B.S. Other
 Feiss-Wright (1969) 096 - 492 4 Worthy of Mention
 Historic Resources of the Lowcountry (1979)
 Milner Historic District Inventory (1979) 096 (494) -3 Vol. 18; full form
 A Guide to Historic Beaufort (1995 ed.)

Photograph:



Photographs:

- prints
- slides
- negatives

Date: 8/1/97

Recorder: D. Schneider, Historic Beaufort Fdn.

Roll # Neg. View of:
S-11 25 S facade & W elev., fac. NE

Style: Folk: I-house Commercial Form:

Core Shape: rectangular Stories: 2 stories Construction: frame
 Roof: Shape: gable (lateral) Material: other metal-V crimp

Chimney: Type: not visible Material:

Exterior Walls: weatherboard
 shiplap

Windows: single Type: double hung Pane 6/6
 Config.:

Doors: single Foundation: brick piers
 sidelights metal skirting

Porch Height: Porch Width: Porch Roof Shape:
 Porch Details: Decorative Elements:

Outbuildings: none Interior Features:

Number of Related Resources:

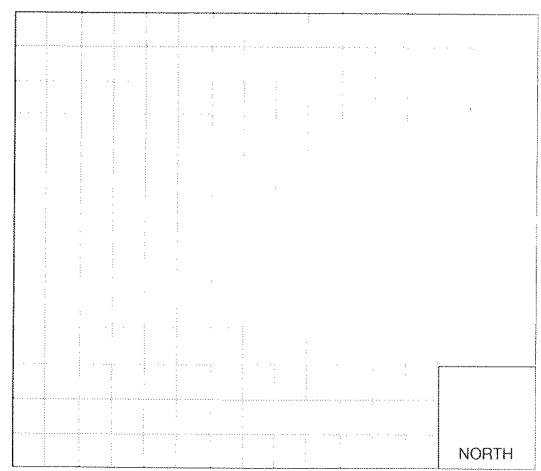
Surroundings: residential Acreage: Quadrangle: Beaufort

Alterations: Alteration date: ca. 1960 Integrity: good Condition: fair
 2-tier porch removed; returns at cornice enclosed; shiplap siding at facade replaces weatherboards; skirting at foundation

Description: 5 x 1 bay rectangular block w/rear 1-story shed extension; entrances w/sidelights; upper level windows and doors have shaped surrounds; boxed cornice w/returns; historic 4-panel door

Historical Data: Shown on the 1924 and 1914 Sanborn maps; area is not shown on earlier maps

Sketch:



Site Number: U - 13 - 1139

Informant/Bibliography:



CITY OF BEAUFORT
HISTORIC REVIEW BOARD
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7011 FAX: (843) 986-5606

HISTORIC DISTRICT REVIEW BOARD

June 20, 2017

Ms. Faye Bostick
24 Mamie Frazier Ln.
Beaufort, SC 29906

RE: HR17-17 1203 Prince Street – Demolition - Final Approval

Dear Ms. Bostick:

On June 14, 2017, the City of Beaufort Historic District Review Board (HRB) met to review your application for demolition of the structure at 1203 Prince Street. The Board approved the following:

1. The rear addition is approved for demolition which should be done promptly
2. The main house and roof should be enclosed and stabilized, to maintain the historic fabric
3. The family is given up to 12 months to decide whether to retain or sell the property. After 12 months, the entire structure may be removed without returning to the HRB.

The opinion of City staff is that everyone would like to see this structure rehabilitated if possible, so we encourage you to use the next 12 months to remove the back, secure the roof, clear the title and, if it's in the interest of the family as stated at the HRB meeting, sell the property to someone who will take this effort upon themselves. However, if the family decides that the it is in your best interest to remove the structure, that can be done after June 14, 2018.

This Certificate of Appropriateness applies only to the requirements of the Beaufort Historic District and does not supersede other City ordinances. Compliance with all other provisions of the City of Beaufort Code of Ordinances is required. Please contact the City Codes Enforcement Office located at 1911 Boundary Street, (843) 525-7049, to apply for the necessary permits. A copy of this letter should be submitted with your application for a permit.

Be advised that there is no expiration date for demolition approvals. If you make any changes in your project that are not part of the approved plan, you will need to submit an application for a Change After Certification.

If you have any questions, feel free to call the Planning Department at (843) 525-7011 or email me at lkelly@cityofbeaufort.org. Thank you for your patience and cooperation during the review process.

Sincerely,
Lauren W. Kelly

Digitally signed by Lauren Kelly
DN: cn=Lauren Kelly, o=City of
Beaufort, ou=Planning
Department,
email=lkelly@cityofbeaufort.or
g, c=US
Date: 2017.06.20 12:21:55
-04'00'

Lauren Kelly
Project Development Planner



MINOR PROJECT PERMIT APPLICATION

Community and Economic Development Department

1911 Boundary Street, Beaufort, South Carolina, 29902

p. (843) 525-7049 / f. (843) 986-5606 / permits@cityofbeaufort.org / www.cityofbeaufort.org

OFFICE USE ONLY: **Date Filed:** _____ **Zoning District:** _____ **Permit Fee:** _____ **Application #:** _____

RESIDENTIAL COMMERCIAL HISTORIC DISTRICT ARB/HOA Neighborhood (copy of approval required)

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application? Yes No

The owner of the property is aware of and has authorized the proposed work as described in this application. Yes No

Applicant, Property, and Project Information

Applicant/Contractor Name: Labi Kryeziu SC State License No.: _____

Applicant E-mail: lkadvantageps@gmail.com Applicant Phone Number: 951-349-7823

Applicant Title: Homeowner Tenant Architect Engineer Developer Contractor

Property Owner: _____ Hiring subcontractors? YES NO

Property Address: 1203 Prince St Beaufort SC 29902

Required Application Information

- Storage Shed (Under 200 SF -Res / Under 120 SF - Comm'l) – Site Plan required showing location/setbacks of shed.
- Fence (Site Plan required to show location & describe type and height)
- Demolition (Minor)
- Demolition (Complete)
- Banner (Max size 3' x 10')
- Awning - Replacement/recover – no signage
- Moving Structure - Additional Paperwork Needed
- Temporary Use Permit - Special Event, Food Truck, Farmers Market, Circus, Weekend Flea Market
- Miscellaneous/Other

COST OF PROJECT: 8,975

SCOPE OF WORK - DESCRIBE IN DETAIL:

Demolition

Applicant Signature: [Signature] Date: 12-8-21

Approved By: _____ Date: _____



**HISTORIC REVIEW APPLICATION
MAJOR REVIEW (HISTORIC REVIEW BOARD)**

Community Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
Email: development@cityofbeaufort.org / Website: www.cityofbeaufort.org

Application Fee:
see attached schedule

OFFICE USE ONLY: Date Filed: 10-31-25 Application #: 29416
Zoning District: T4-N

- HAS PROJECT ATTENDED HTRC MEETING? (REQUIRED) YES NO
- IS PROJECT A CONTRIBUTING STRUCTURE?
 - OR NON-CONTRIBUTING STRUCTURE:

FOR A LIST OF CONTRIBUTING OR NON-CONTRIBUTING STRUCTURES, PLEASE SEE:
<https://cityofbeaufort.org/350/Beaufort-County-Historic-Sites-Survey>

APPLICABILITY FOR HISTORIC REVIEW BOARD: Major discretionary review board (HDRB) approval shall apply to applications for Certification of Appropriateness per Section 9.10.2 for the following requests (please check all that apply):

- New building(s) in Historic District
- Changes to exterior materials of Contributing Structures
- Additions to Contributing Structures
- Non-similar roof replacement on Contributing Structures (roof with different materials)
- Window replacements on Contributing Structures
- Major changes to a Contributing or Non-contributing Site
- Demolition
- Other changes to exterior of Contributing Structures

SUBMITTAL REQUIREMENTS: All forms and information shall be submitted digitally + 5 hard copies of all documents. In addition to a complete application form, applicants shall submit the required items according to the checklists on the subsequent page.

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application? Yes No

APPLICANT, PROPERTY, AND PROJECT INFORMATION:

APPLICANT NAME: Labi Kryeziu

APPLICANT ADDRESS: 30 Royal Pines Blvd, Beaufort SC 29907

APPLICANT E-MAIL: lkadvantageps@gmail.com APPLICANT PHONE NUMBER: 951-349-7823

APPLICANT TITLE: Homeowner Tenant Architect Engineer Developer



**HISTORIC REVIEW APPLICATION
MAJOR REVIEW (HISTORIC REVIEW BOARD)**

Community Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
Email: development@cityofbeaufort.org / Website: www.cityofbeaufort.org

Application Fee:
see attached schedule

OWNER (IF OTHER THAN THE APPLICANT): _____

OWNER ADDRESS: _____

PROPERTY ADDRESS: 1203 Prince St, Beaufort SC 29902

PROPERTY IDENTIFICATION NUMBER (TAX MAP & PARCEL NUMBER): R120 000 0000 494 0000

PROVIDE A BRIEF PROJECT NARRATIVE: (Attach any necessary documentation, spec sheets, pictures, paint swatches, etc.):

Submitting drawings with final details per HTRC meeting summary on 10/29

CERTIFICATION OF CORRECTNESS: I/we certify that the information in this application is correct.

APPLICANT'S SIGNATURE:  **DATE:** 10/31/2025

OWNER'S SIGNATURE: _____ **DATE:** _____

(The owner's signature is required if the applicant is not the owner.)

SCHEDULE:

The Historic Review Board (HRB) typically meets the 2nd Wednesday of each month at 2pm. Staff will schedule HRB meeting after HTRC and review of application submittal for completeness and compliance with the Beaufort Preservation Manual and the City of Beaufort Development Code.

CONTACT INFORMATION:

City of Beaufort Community Development Department
1911 Boundary Street, Beaufort, South Carolina 29902
E-Mail: development@cityofbeaufort.org | Phone: (843) 525-7011 | Fax: (843) 986-5606



CITY OF BEAUFORT
HTRC – Pre-Design Application Meeting
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7011 FAX: (843) 986-5606

Meeting Summary

Date: 10/29/2025

Project Address: 1203 Prince Street

Project Narrative: Review and discussion about proposed construction of a new single-family dwelling (2 stories) with detached garage and habitable space above (infill development)

Applicant: Zemer Holdings, LLC c/o Labi Kryeziu (property owner)

Synopsis of staff comments:

- **Planning and Zoning:**
 - 2nd HTRC Meeting. (1st was on 9-17-2025)
 - Zoned T4-HN
 - Duplex + ADU = 5 parking spaces required
 - Make sure the driveway is gravel/pervious material and is annotated on the plans
- **Building Codes:**
 - Comply with building and fire standards for a duplex (2 family dwelling)
 - ADU staircase will need to be either 5 ft from the property line, or if less than 5 ft, will need to be fire rated
- **Architecture:**
 - Staff believes this design is better than the last submission.
 - Since the last HTRC meeting, the applicant has raised the first-floor level up 22 inches above adjacent grade.
 - Staff recommends making the first-floor windows taller to be compliant with Section (4.6.3.C.2.c.i). These windows could maintain the same sill height but be heightened to align with the transom window above the front door.
 - Given the overall width of the west and east side elevations, staff recommends the applicant consider adding more windows to these elevations to improve the solid-void relationship.
 - Staff recommends the applicant revise the size and placement of the windows above the garage door – currently they appear small and oddly close to the closed gable returns.

- Staff recommends removing the gable returns at the garage and allow for a sloping soffit and less formal form.
- Applicant to demonstrate compliance with all requirements per Section 2.4.1.
- Applicant to label all materials and provide cutsheets and detail drawings
 - Door details
 - Window details – note windows must have a projecting sill per section 4.6.3.C.2.a.
 - Railing details
 - Gable vent details
 - Typical wall sections
- Applicant to review all material labels and ensure they are correctly pointing to appropriate locations on the elevations. For example, there is a note on sheet A3.1 south elevation that states “asphalt shingle roof” but points to the siding.
- The gable on the front of the house appears blank and needs more detail. It is recommended that the upper porch have a more substantial beam with drip cap that transitions to either lap or shiplap siding. A frieze board should be considered under the soffit to help provide detail and shadow lines in this area. Similar comments can be applied to the closed gable side elevations regarding frieze board and siding.
- Porch columns should have simple capitals and bases.
- The corner boards appear a little thin in the drawings. The applicant to verify the dimension of the proposed corner boards.
- Concrete porches are not typical of the historic district, though there are numerous examples that have been constructed. It is preferred that the porch surface be constructed of wood tongue and groove boards or composite tongue and groove boards. It is understood that a concrete stoop previously existed at this location as evidenced in the applicant’s provided photo.

Applicant’s Next Steps: Make any revisions, submit for HRB hearing by end of Friday to meet the November 12th HRB hearing.

Be advised that this letter is given as a courtesy to applicants and may not contain all project guidelines. For a complete history of the meeting, please request the audio recording. Please refer to the *Beaufort Code* for applicable sections. If there are any changes to the project, not discussed in this meeting, you will need to return to a HTRC – Pre-Design meeting.

If you have any questions, feel free to call the Community Development Department at (843) 525-7014. Thank you for your patience and cooperation during the review process.

Sincerely,
City of Beaufort Community Development



City of Beaufort
Department Request for Historic District Review Board Agenda Item

To: Historic District Review Board **Date:** 11/03/2025
From: Christopher Klement, Community Development Planner III
Item Name: 1705 Duke Street, PIN R120 003 000 0788 0000, new construction. Applicant: Jeremiah Smith, Allison Ramsey Architects
Meeting Date: November 12, 2025
Department: Community Development Department

Background Information:

Introduction:

Applicant is requesting conceptual approval for a new 2-story single-family residence with guest house.

Background:

Applicant is requesting conceptual approval for construction of a new 2-story single-family residence (heated square footage: 1,813) with a detached guest house (heated square footage: 285). The applicant has been to one (1) Historic District Technical Review Committee (HTRC) meeting on October 29th, 2025.

Legal Authority:

S.C. Code Ann. § 6-29-310 et seq. Comprehensive Planning Enabling Act

Staff Recommendation:

Staff recommends CONCEPTUAL APPROVAL for the proposed infill construction of a new single family residence and guest house, as it satisfies the intent of the Beaufort Preservation Manual and the requirements of the Beaufort Code, with the following recommendations being made as a prerequisite for FINAL APPROVAL at a later date:

1. Applicant to demonstrate compliance with maximum lot coverage and frontage buildout requirements per Section 2.4.1 (55% max lot coverage and 75% max frontage buildout).
 2. Staff is not supportive of the widow's walk that is disguised as a dormer. Staff believes this is an atypical detail for the historic district.
 3. Staff recommends moving the first-floor window on the right elevation so that it is not
-

placed directly behind a column. This may require slight interior reconfiguration. It may be possible to convert the screen porch to a five bay configuration and eliminate this alignment concern. (this change already has been implemented with the latest HRB submission)

4. Staff is supportive of a two-story structure on this site but recommends reducing the slope of the main roof from 12/12 to 11/12 or 10/12 to be more sensitive to the height of the existing structures on the block. (the change to a 10:12 slope already has been implemented with the latest HRB submission)
5. Applicant to provide a design for the fence at a future meeting.
6. Applicant to label all materials and provide detail drawings, including:
 - Door details
 - Window details – note windows must have a projecting sill per section 4.6.3.C.2.a.
 - Railing details
 - Gable vent details
 - Eave/rake details
 - Typical wall sections at the house and ADU (including a section through the main house porch).

7. Applicant to provide cutsheets/information for the following:

- Windows
- Exterior doors
- Garage doors
- Exterior lighting/fans
- Columns/railings if not wood
- Paint colors for all exterior elements
- NOTE: Selections must be circled on each cutsheet.

Placed on Agenda For:

Action

Attachments:

1. 1705 Duke Street_Agenda Packet_FINAL

1705 DUKE STREET

**Conceptual approval of a new 2-story
single-family residence with guest
house**



STAFF REPORT: Historic District Review Board (HRB)

1705 DUKE STREET

DATE: November 12, 2025

| <u>GENERAL INFORMATION</u> | | |
|---|---|--|
| Applicant: | Jeremiah Smith (Architect) for Deborah Blair | |
| Site Address / Tax PIN: | 1705 Duke Street / PIN: R120 003 000 0788 0000 | |
| Applicant's Request: | Applicant is requesting conceptual approval for a new 2-story single-family residence with guest house. | |
| Current Zoning: | T4-HISTORIC NEIGHBORHOOD DISTRICT (T4-HN) | |
| Contributing/Neighborhood | Vacant Lot - NW Quadrant (infill development) | |
| Flood Zone/Elevations | Flood Zone "X", Lot Elevation: 21' - 23'; Base Flood Elevation: 13' (Beaufort, SC) | |
| Lot size / Heated space (new) / Lot coverage | ~ 6,535 sq. ft. / ~ 1,813 sq. ft. (primary) + 285 sq. ft. (guest house) / 1,896 sq. ft./6.535 sq. ft. = 0.29 | |
| <u>ZONING DISTRICT INFORMATION</u> | | |
| <u>T4-HISTORIC NEIGHBORHOOD DISTRICT (T4-HN)</u> | | |
| Lot Width at Setback: | 40 ft. min. (60 ft. min. in The Point) | |
| Max. Lot Coverage: | 55% of lot area [This percentage indicates maximum lot coverage by roofs; total impervious coverage may be an additional 10%. Parcels may also be subject to Section 8.3 (Stormwater)]. | |
| Min. Frontage Build Out | 75% of lot area | |
| Front Setback | Avg. prevailing setback on the block | |
| Side Setback | 6 ft. min. (interior), 5 ft min. (at corner)/ (10 ft. min. in the Point) | |
| Rear Setback | 15 ft min. | |
| Building Height: | 3 stories max. (primary); 2 stories or 30 ft. max. (accessory) | |
| <u>SURROUNDING ZONING, LAND USE AND REQUIRED BUFFERS</u> | | |
| <u>Adjacent Zoning</u> | <u>Adjacent Land Uses</u> | <u>Setbacks for Adjacent Zoning /Buffer required if rezoned</u> |
| North: T4-HN | Residence (1708 Washington St., c. 1970); Non-Contributing | N/A |
| South: T4-HN | Residence (1708 Duke St., c. 1955); Non-Contributing | N/A |
| East: T4-N | Vacant lot (1703 Duke St.); | N/A |
| West: T4-HN | Newly built residence (1707 Duke St., c. 2023); Non-Contributing | N/A |

Background: Applicant is requesting conceptual approval for construction of a new 2-story single-family residence (heated square footage: 1,813) with a detached guest house (heated square footage: 285).

The applicant has been to one (1) Historic District Technical Review Committee (HTRC) meeting on October 29th, 2025.

Project timeline

| Jan. 2025 | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sep. | Oct. | Nov. | Dec. |
|--------------|------|------|------|-----|------|------|------|------|---|---|------|
| | | | | | | | | | 10/15: HTRC Mtg. application | 11/12: 1 st HRB Meeting | |
| | | | | | | | | | 10/29: HTRC Meeting | | |
| | | | | | | | | | 10/31: HRB Meeting - application | | |

Previous property owner had received final HRB approval for construction of a new house on 08/16/2022.

❖ **Summary of HTRC Meeting from October 29th, 2025 – Main staff comments:**

1. ***Planning and Zoning:***

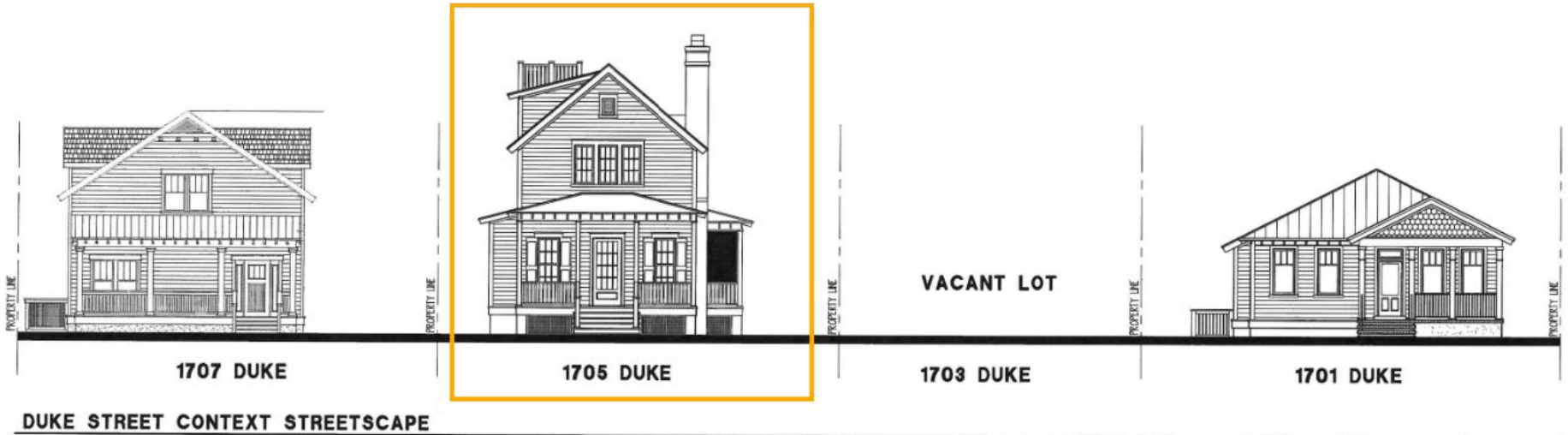
- Applicant to provide 3D renderings of the project- particularly for the widow’s walk.
- Would help staff and the board conceptualize how it would look in actuality, any may lend credence to getting it approved.

2. ***Architecture:***

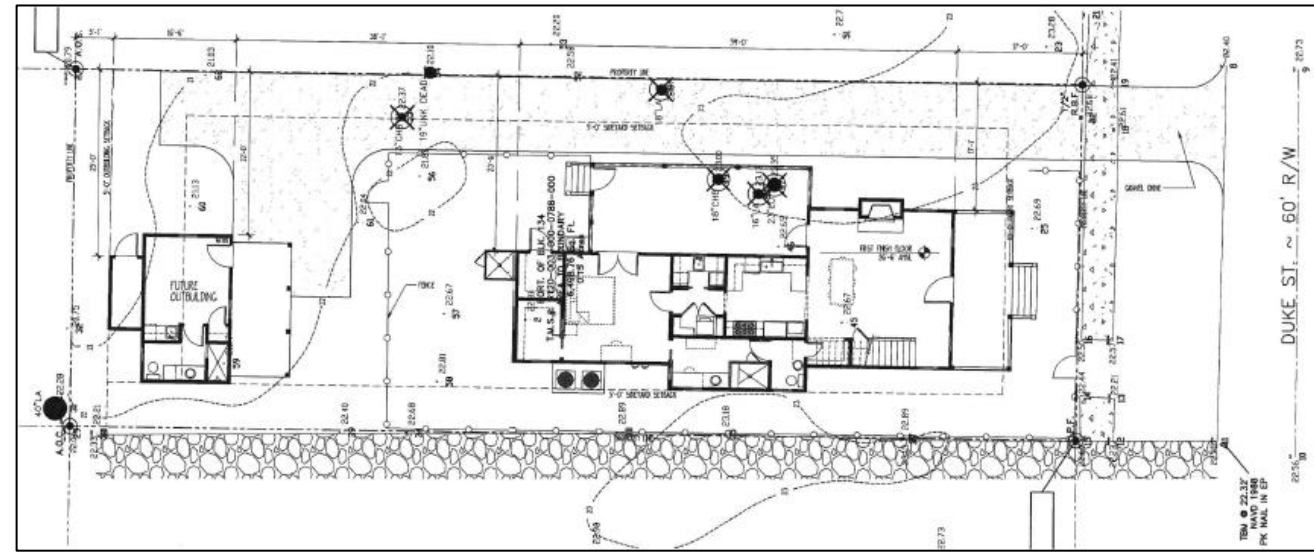
- Staff requests a street section depicting the heights of the adjacent structures. Staff is supportive of a two-story structure on this site but may suggest reducing the slope of the main roof from 12/12 to 11/12 or 10/12.
- Staff is not supportive of the widow’s walk that is disguised as a dormer. A side elevation showing this condition was not provided, and staff believes this is an atypical detail for the historic district.
- Staff recommends moving the first-floor window on the right elevation so that it is not placed directly behind a column. This may require slight interior reconfiguration. It may be possible to convert the screen porch to a five bay configuration and eliminate this alignment concern.
- Staff noticed that the front door is 4’ wide, which is atypical. Applicant to clarify why a 3’ wide door was not used. Staff could be supportive of a 3’ wide door with sidelights.
- Applicant to demonstrate compliance with maximum lot coverage and frontage buildout requirements per Section 2.4.1 (55% max lot coverage under roof [+10% for other impervious features] and 75% max frontage buildout).
- Applicant to provide drawings for the future outbuilding if this is to be part of the project’s current scope. This will not be included in any approvals if no additional documentation is provided.
- Applicant only has shutters on the two first-floor windows on the primary façade, but nowhere else on the building. Staff recommends either applying shutters throughout the building or removing entirely. If shutters are to remain, they must be operable.

1705 Duke Street - Conceptual plans / Architectural drawings & Staff comments from HTRC Meeting

Contextual Streetscape with proposed dwelling (as requested at HTRC):

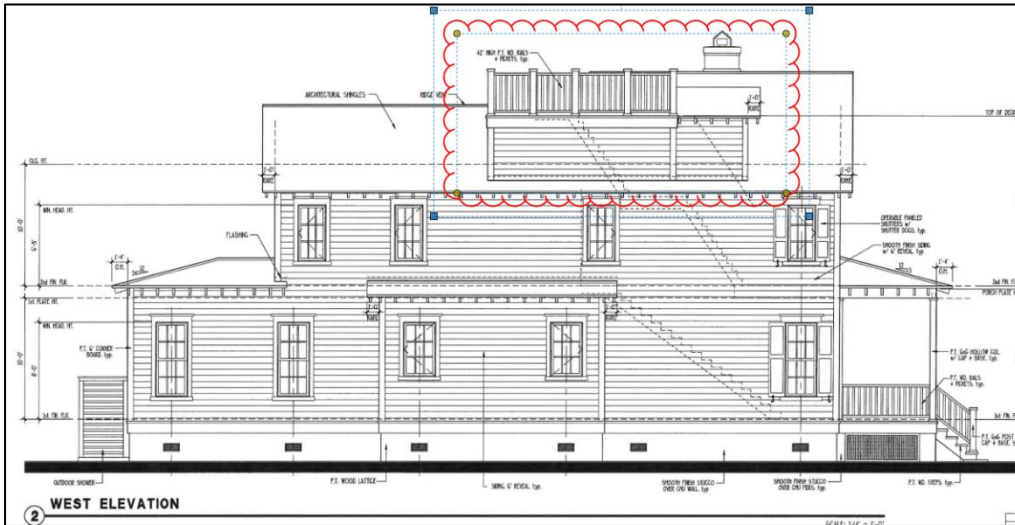


Site Plan with proposed dwelling & guest house:



1308 Duke Street - Conceptual drawings & HTRC Staff comments

1. West elevation: Widow's Walk



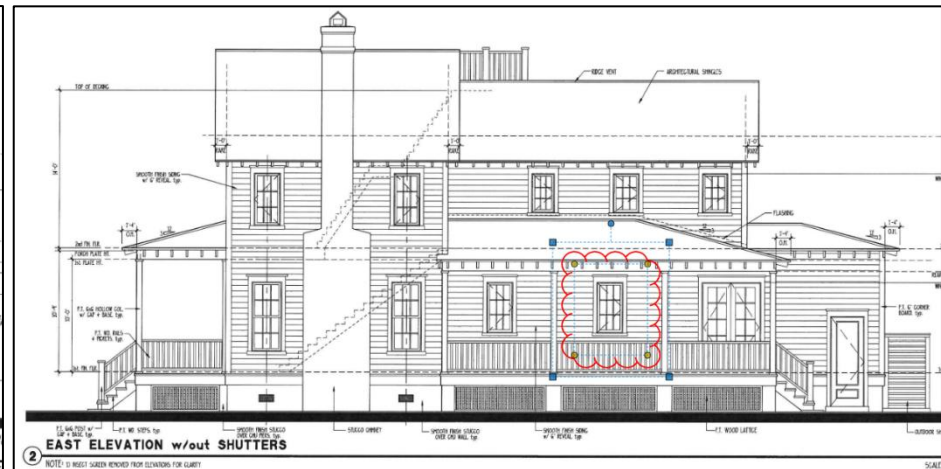
Staff comments (HTRC):

- Staff is not supportive of the widow's walk that is disguised as a dormer.
- There are no historic references to the common use of such "outlooks" within Beaufort, SC

2. East elevation: First floor windows to be aligned with bays and columns



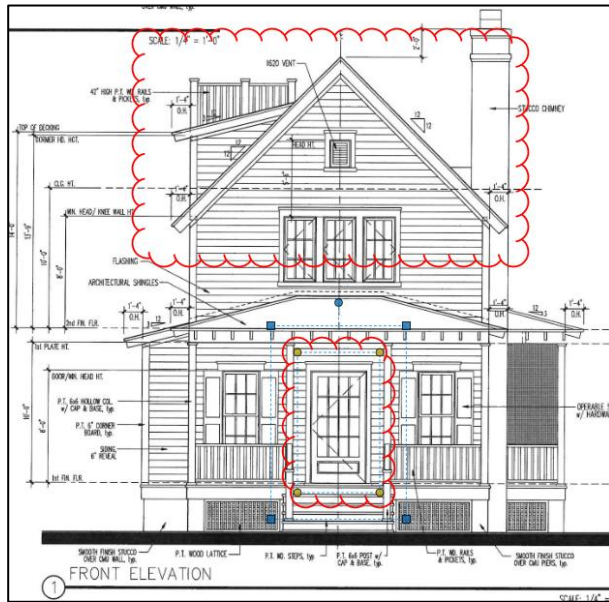
Before (HTRC)



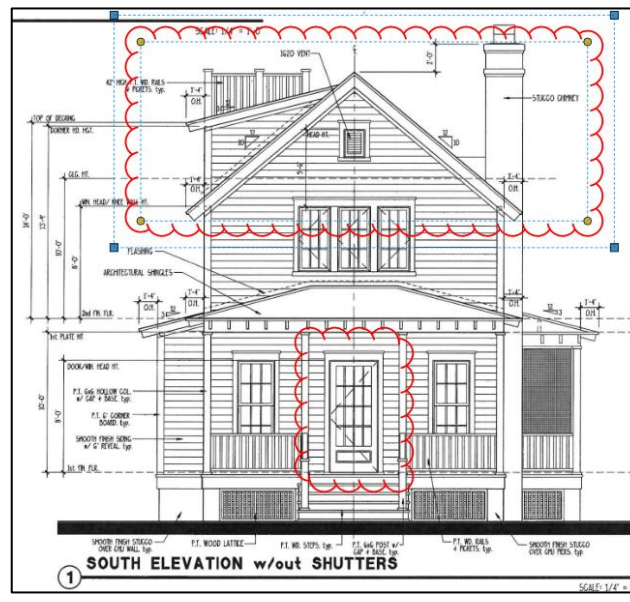
After (HRB Submittal)

Staff comments: First-floor window on the east (right) elevation has been moved and placed directly behind a column, as suggested at HTRC.

3. Front door & roof slope:



Before (HTRC)

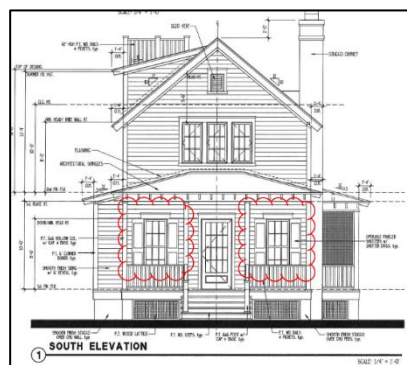
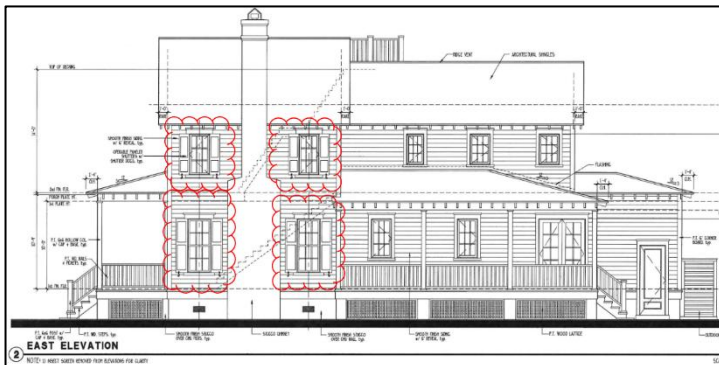


After (HRB Submittal)

Staff comments (HTRC):

- Front door was presented as being 4' wide, which is atypical. However, front door seems less wide now.
- Roof slope was changed from a 12:12 to 10:12, providing the house with an overall scaled-down appearance

4. Window shutters or no shutters?:



Staff comments (HTRC):

- Applicant only has proposed window shutters on select windows, e.g. the two first-floor windows on the primary façade, but nowhere else on the building.
- Staff recommends either applying shutters throughout the building or removing entirely. If shutters are to remain, they must be operable.

Tree Removal Proposed:

In accordance with Sec. 5.3.1 of the BFT Dev. Code, following identified specimen and/or landmark trees are to be removed (DBH): (1) **23" Live Oak (specimen).**

Surrounding Area:

This block of Duke Street within the NW Quadrant neighborhood is seeing newer residential in-fill development which has been progressing in recent years from nearby Bladen Street. The make-up of this street consists primarily of either fairly new construction, existing non-contributing dwellings or still vacant lots.

Determination of adequate historic integrity:

As per the Beaufort Preservation Manual (Chapter 5) and the Beaufort Development Code (Section 4.7), the compatibility of new infill construction as well as major renovations within Beaufort Historic District is determined in consideration with the following principles: **1. Location, 2. Design, 3. Setting, 4. Materials, 5. Workmanship, 6. Feeling and 7. Association.** See detailed staff analysis and recommendations in table below.

| <u>4.7.2 Integrity Guidelines (as per Beaufort Development Code)</u> | <u>Rationale Present</u> | <u>Staff Analysis of Rationale</u> |
|---|---------------------------------|--|
| 1. Location: This is the relationship between the property and its historical context. | YES | ✓ The proposed architecture follows design principles and specific suggestions for infill development in the NW Quadrant neighborhood, as included in the Beaufort Preservation Manual (Appendix A). |
| 2. Design: This is the combination of elements that create the feeling of a district or structure. These elements include building patterns, streetscapes, site elements, building size, mass and scale, spatial relationships, and specific architectural elements and details. | YES | ✓ Design elements, which are historically common in the NWQ, such as gable or hipped roofs, front porches, wood clapboard siding, etc. with the specific integration into the existing streetscape, have been implemented. |
| 3. Setting: This is the physical environment of a property and should be evaluated on its context as well as on the historical role the property has played and continues to play. Important features include topography, vegetation, man-made features, and relationships between existing structures and their surroundings. | YES | ✓ The new construction successfully demonstrates compliance with the specific setting as well as in respect to existing and new construction that already has been built and which is representative of the NWQ. |
| 4. Materials: These are the physical elements that make up a property or district. | YES | ✓ Suggested materials as per the Preservation Manual (NWQ Design Principles) are being used. |
| 5. Workmanship: This is the physical evidence of the crafts of a particular culture or time period. This particularly applies to rehabilitation projects, but for new infill projects, workmanship of surrounding structures should be considered and respected. | YES | ✓ The workmanship falls in line with the proposed materials and is representative of a typical historic house in the NW Quadrant neighborhood and the Beaufort Historic District. |

| | | |
|---|-------------------|---|
| <p>6. Feeling: This is the property's expression of the aesthetic or historic sense of a particular period of time. This particularly applies to rehabilitation projects, but for new infill projects, the feeling of surrounding structures should be considered and respected.</p> | <p>YES</p> | <p>✓ The proposed new construction will positively add on to the established aesthetics of the nearby neighborhood and positively contribute to the historic sense of the overall Beaufort Historic District.</p> |
| <p>7. Association: This is the direct link between an important historic event or person and a property.</p> | <p>N/A</p> | |

FINDINGS AND RECOMMENDATIONS

Staff Recommendations: **Staff recommends CONCEPTUAL APPROVAL for the proposed infill construction of a new single family residence and guest house, as it satisfies the intent of the Beaufort Preservation Manual and the requirements of the Beaufort Code, with the following recommendations being made as a prerequisite for FINAL APPROVAL at a later date:**

1. Applicant to demonstrate compliance with maximum lot coverage and frontage buildout requirements per Section 2.4.1 (55% max lot coverage and 75% max frontage buildout).
2. Staff is not supportive of the widow's walk that is disguised as a dormer. Staff believes this is an atypical detail for the historic district.
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 - b. Window details – note windows must have a projecting sill per section 4.6.3.C.2.a.
 - c. Railing details
 - d. Gable vent details
 - e. Eave/rake details
 - f. Typical wall sections at the house and ADU (including a section through the main house porch).
7. Applicant to provide cutsheets/information for the following:
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 - b. Exterior doors
 - c. Garage doors
 - d. Exterior lighting/fans
 - e. Columns/railings if not wood
 - f. Paint colors for all exterior elements
 - g. NOTE: Selections must be circled on each cutsheet.



**HISTORIC REVIEW APPLICATION
MAJOR REVIEW (HISTORIC REVIEW BOARD)**

Community Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
Email: development@cityofbeaufort.org / Website: www.cityofbeaufort.org

Application Fee:
see attached schedule

OFFICE USE ONLY: Date Filed: 10-31-25 Application #: 29618
Zoning District: T4-HN

- HAS PROJECT ATTENDED HTRC MEETING? (REQUIRED) YES NO
- IS PROJECT A CONTRIBUTING STRUCTURE?
 - OR NON-CONTRIBUTING STRUCTURE:

FOR A LIST OF CONTRIBUTING OR NON-CONTRIBUTING STRUCTURES, PLEASE SEE:
<https://cityofbeaufort.org/350/Beaufort-County-Historic-Sites-Survey>

APPLICABILITY FOR HISTORIC REVIEW BOARD: Major discretionary review board (HDRB) approval shall apply to applications for Certification of Appropriateness per Section 9.10.2 for the following requests (please check all that apply):

- New building(s) in Historic District
- Changes to exterior materials of Contributing Structures
- Additions to Contributing Structures
- Non-similar roof replacement on Contributing Structures (roof with different materials)
- Window replacements on Contributing Structures
- Major changes to a Contributing or Non-contributing Site
- Demolition
- Other changes to exterior of Contributing Structures

SUBMITTAL REQUIREMENTS: All forms and information shall be submitted digitally + 5 hard copies of all documents. In addition to a complete application form, applicants shall submit the required items according to the checklists on the subsequent page.

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application? Yes No

APPLICANT, PROPERTY, AND PROJECT INFORMATION:

APPLICANT NAME: Jeremiah Smith, Allison Ramsey Architects

APPLICANT ADDRESS: 1003 Charles St

APPLICANT E-MAIL: jeremiah@allisonramseyarchitec APPLICANT PHONE NUMBER: 843-986-0559 ext. 4

APPLICANT TITLE: Homeowner Tenant Architect Engineer Developer



**HISTORIC REVIEW APPLICATION
MAJOR REVIEW (HISTORIC REVIEW BOARD)**

Community Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
Email: development@cityofbeaufort.org / Website: www.cityofbeaufort.org

Application Fee:
see attached schedule

OWNER (IF OTHER THAN THE APPLICANT): Deborah Blair

OWNER ADDRESS: 3133 Connections Ave NW, Washington DC, 20008

PROPERTY ADDRESS: 1705 Duke St

PROPERTY IDENTIFICATION NUMBER (TAX MAP & PARCEL NUMBER): R120 003 000 0788 000

PROVIDE A BRIEF PROJECT NARRATIVE: (Attach any necessary documentation, spec sheets, pictures, paint swatches, etc.):

New construction 2-story house with guest house.

CERTIFICATION OF CORRECTNESS: I/we certify that the information in this application is correct.

APPLICANT'S SIGNATURE: *Steve Joe* **DATE:** 11-3-25

OWNER'S SIGNATURE: _____ **DATE:** _____

(The owner's signature is required if the applicant is not the owner.)

SCHEDULE:

The Historic Review Board (HRB) typically meets the 2nd Wednesday of each month at 2pm. Staff will schedule HRB meeting after HTRC and review of application submittal for completeness and compliance with the Beaufort Preservation Manual and the City of Beaufort Development Code.

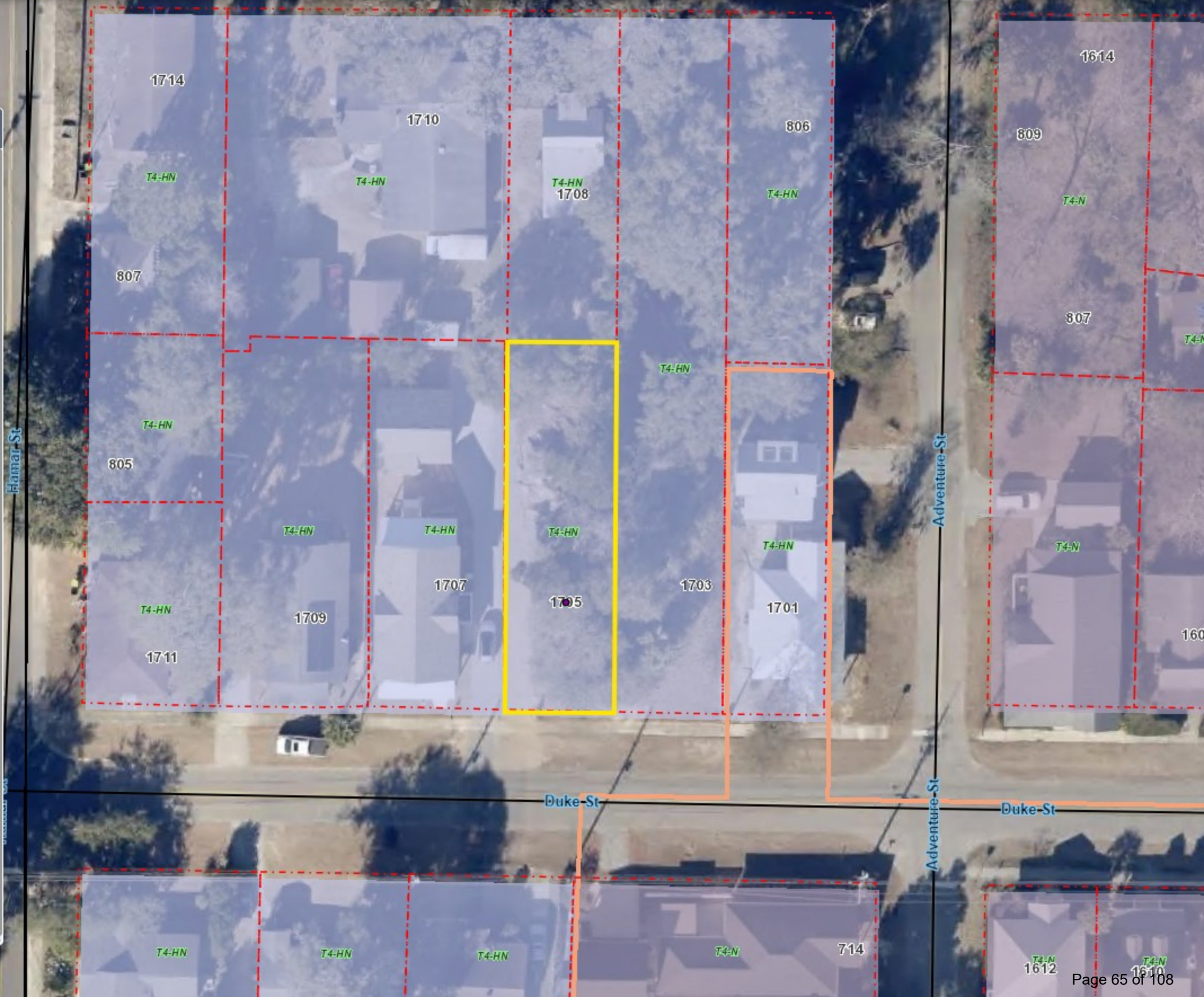
CONTACT INFORMATION:

City of Beaufort Community Development Department
1911 Boundary Street, Beaufort, South Carolina 29902
E-Mail: development@cityofbeaufort.org | Phone: (843) 525-7011 | Fax: (843) 986-5606



Zoning Classification [Close]

- CobData**
- HISTORIC DISTRICT-Preservation Heighorhood - -
 - HISTORIC DISTRICT-Conservation Neighborhood -
 - Bladen Street Redevelopment District -
 - Boundary Street Redevelopment District -
 - Retail Overlay (Church & Green Street) - -
 - Retail Overlay - -
- Zoning Districts**
- LEGACY PUD (LPUD) /
 - T1
 - T3-S
 - T3-N
 - T4-HN
 - T4-N
 - T4-NA
 - T5-DC
 - T5-UC
 - T5-UC / RMX
 - RMX
 - IC
 - MH
 - LI
 - MR





Flood Zones [X]

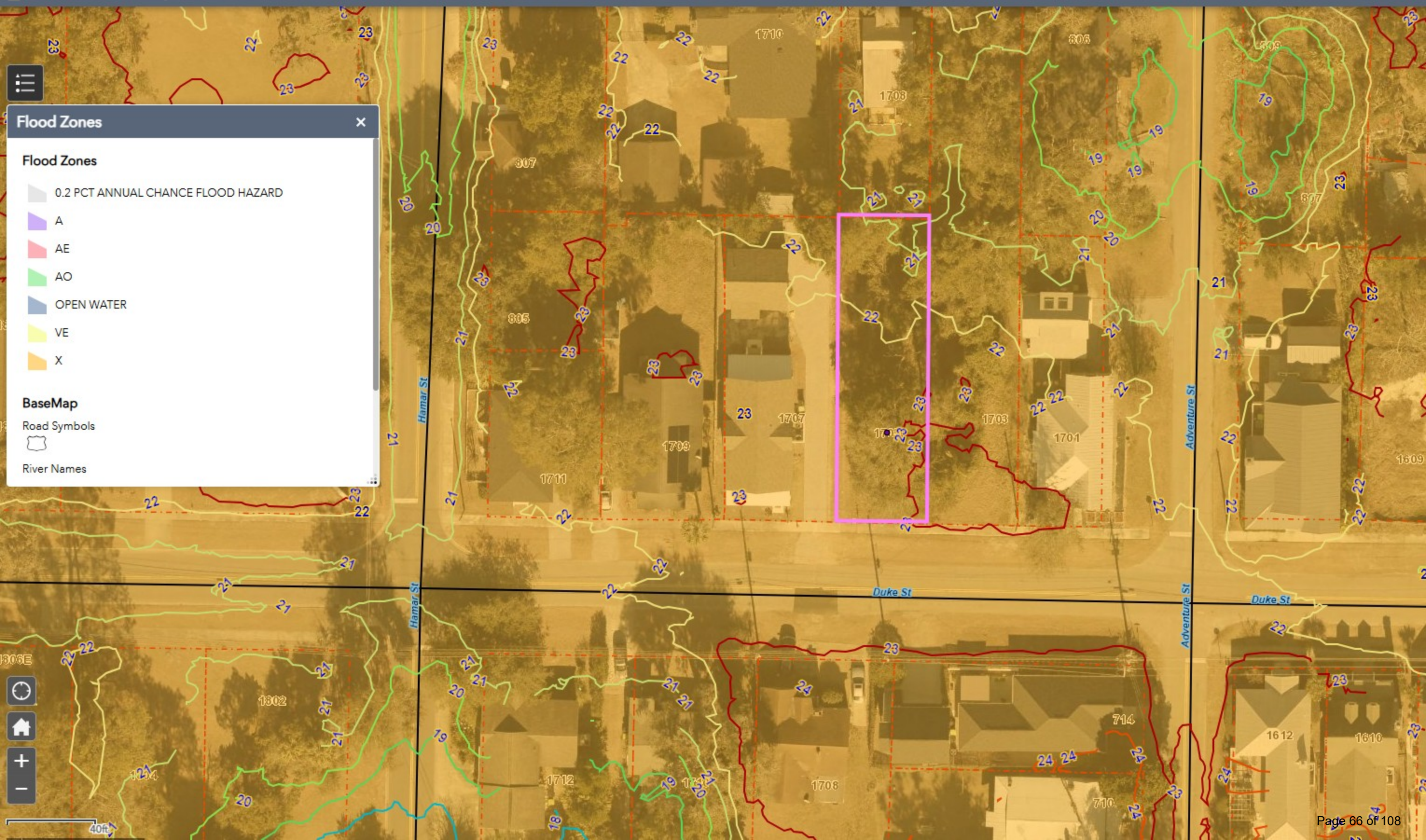
Flood Zones

- 0.2 PCT ANNUAL CHANCE FLOOD HAZARD
- A
- AE
- AO
- OPEN WATER
- VE
- X

BaseMap

Road Symbols

River Names



40ft

1705 Duke St



1705 Duke St



Directions



Save



Nearby



Send to phone



Share

1705 Duke St, Beaufort, SC 29902

C8P9+HH Beaufort, South Carolina

Suggest an edit on 1705 Duke St

Add a missing place

Add your business

Photos



Restaurants

Hotels

Things to do

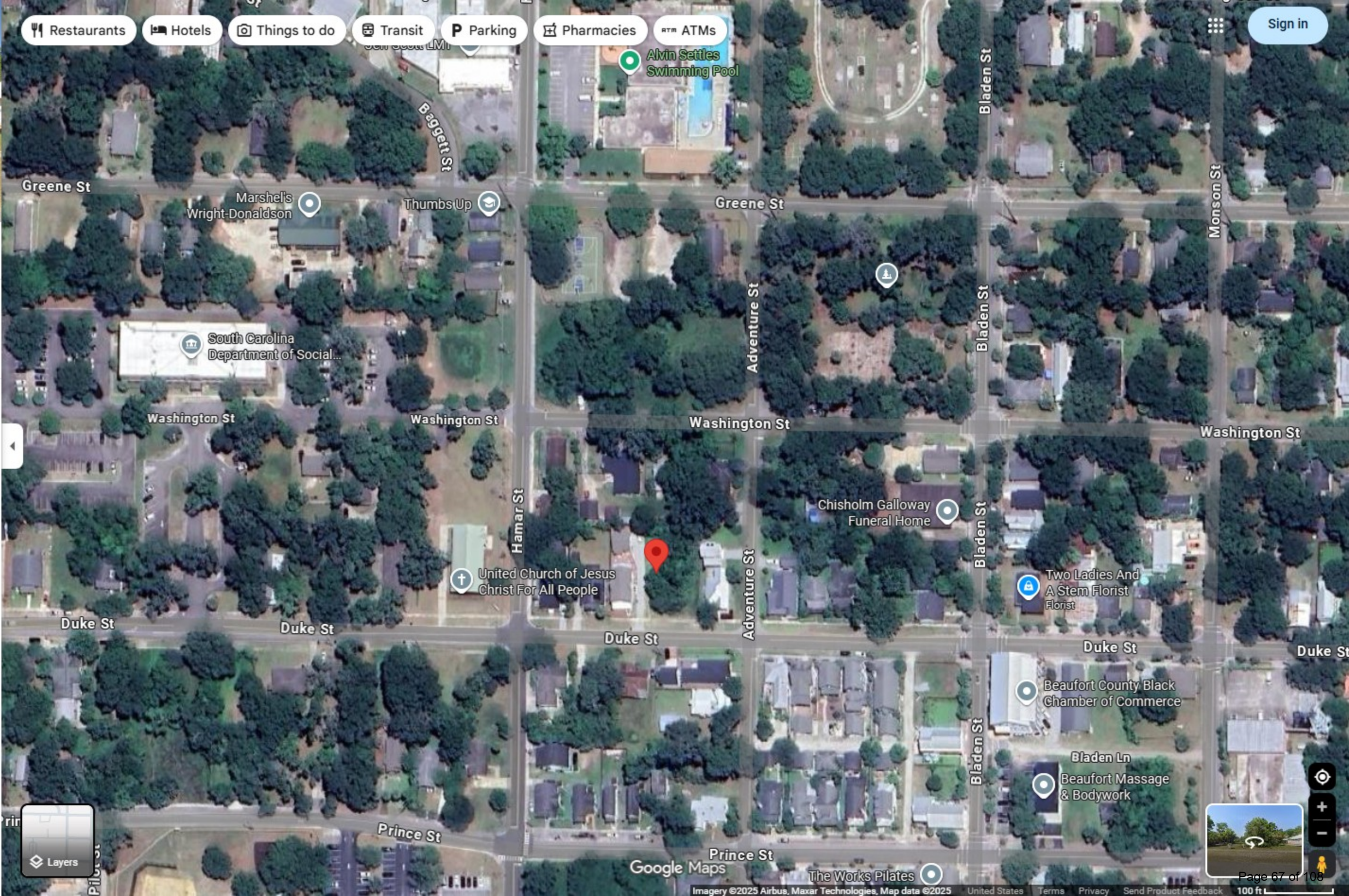
Transit

Parking

Pharmacies

ATMs

Sign in




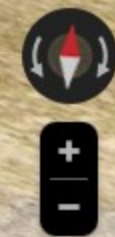
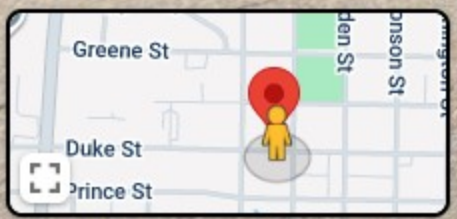
Layers

Google Maps

The Works Pilates



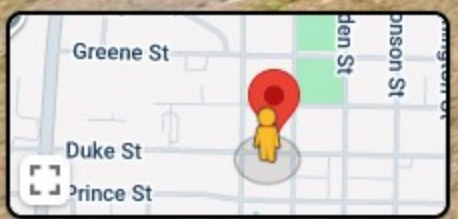
1705 Duke St ⋮
 Beaufort, South Carolina
 Google Street View
 Apr 2022 [See more dates](#)



1707 Duke St
 Beaufort, South Carolina

Google Street View

Apr 2022 [See more dates](#)





CITY OF BEAUFORT
HTRC – Pre-Design Application Meeting
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7011 FAX: (843) 986-5606

Meeting Summary

Date: 10/29/2025

Project Address: 1705 Duke Street

Project Narrative: Review and discussion about proposed construction of a new single-family dwelling (2 stories) with detached ADU (infill development).

Applicant: Jeremiah Smith (Architect)

Synopsis of staff comments:

- **Planning and Zoning:**
 - Zoned T4-HN
 - Would be beneficial to provide 3D renderings of the project- particularly for the widow’s walk. Would help staff and the board conceptualize how it would look in actuality, any may lend credence to getting it approved.
- **Architecture:**
 - Staff is not supportive of the widow’s walk that is disguised as a dormer. A side elevation showing this condition was not provided, and staff believes this is an atypical detail for the historic district.
 - Staff recommends moving the first-floor window on the right elevation so that it is not placed directly behind a column. This may require slight interior reconfiguration. It may be possible to convert the screen porch to a five bay configuration and eliminate this alignment concern.
 - Staff requests a street section depicting the heights of the adjacent structures. Staff is supportive of a two-story structure on this site but may suggest reducing the slope of the main roof from 12/12 to 11/12 or 10/12.
 - Staff noticed that the front door is 4’ wide, which is atypical. Applicant to clarify why a 3’ wide door was not used. Staff could be supportive of a 3’ wide door with sidelights.
 - Applicant to demonstrate compliance with maximum lot coverage and frontage buildout requirements per Section 2.4.1 (55% max lot coverage under roof [+10% for other impervious features] and 75% max frontage buildout).

- Applicant to provide drawings for the future outbuilding if this is to be part of the project's current scope. This will not be included in any approvals if no additional documentation is provided.
- Applicant only has shutters on the two first-floor windows on the primary façade, but nowhere else on the building. Staff recommends either applying shutters throughout the building or removing entirely. If shutters are to remain, they must be operable.

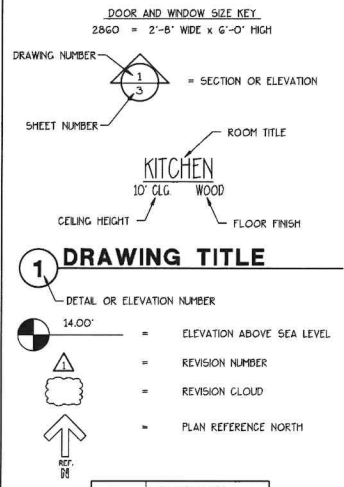
Applicant's Next Steps: Submit by Friday to meet November 12th HRB hearing.

Be advised that this letter is given as a courtesy to applicants and may not contain all project guidelines. For a complete history of the meeting, please request the audio recording. Please refer to the *Beaufort Code* for applicable sections. If there are any changes to the project, not discussed in this meeting, you will need to return to a HTRC – Pre-Design meeting.

If you have any questions, feel free to call the Community Development Department at (843) 525-7014. Thank you for your patience and cooperation during the review process.

Sincerely,
City of Beaufort Community Development

SYMBOLS + KEYS



| | |
|---|--------------------------|
| ⚡ | SINGLE POLE SWITCH |
| ⚡ | THREE WAY SWITCH |
| ⚡ | FOUR WAY SWITCH |
| ⚡ | DRYER SWITCH |
| ⚡ | SPEED CONTROL |
| ⊖ | DUPLEX OUTLET |
| ⊖ | 1/2 HOT OUTLET |
| ⊖ | WATER PROOF OUTLET |
| ⊖ | GROUND FAULT OUTLET |
| ⊖ | QUADRUPEX OUTLET |
| ⊖ | SPECIALTY OUTLET |
| ⊖ | FLOOR OUTLET |
| ⊖ | TELEPHONE JACK |
| ⊖ | THERMOSTAT |
| ⊖ | TELEVISION JACK |
| ⊖ | VENT |
| ⊖ | VENT w/ LIGHT |
| ⊖ | SURFACE MOUNTED FIXTURE |
| ⊖ | RECESSED FIXTURE |
| ⊖ | WALL MOUNTED FIXTURE |
| ⊖ | FLOOD LIGHT |
| ⊖ | LED FIXTURE |
| ⊖ | CEILING FAN |
| ⊖ | STRIP LIGHTING |
| ⊖ | CEILING BOB |
| ⊖ | DOOR CHIME |
| ⊖ | ELECTRICAL PANEL |
| ⊖ | SMOKE DETECTOR |
| ⊖ | CARBON MONOXIDE DETECTOR |



DRAWING INDEX

- 0 COVER SHEET
- 5 SITE PLAN
- 2 FLOOR PLANS/ ROOF PLAN
- 3 ELEVATIONS
- 4 ELEVATIONS
- G1 OUTBUILDING FLOOR PLAN/ ELEVATIONS

GENERAL INFO.

AREA CALCULATIONS
 FIRST FLOOR HEATED = 1044 S.F. STORAGE = 40 S.F.
 SECOND FLOOR HEATED = 769 S.F. SCREENED PORCH = 355 S.F.
 TOTAL HEATED = 1813 S.F. COVERED PORCH = 172 S.F.
 OUTBUILDING = 285 S.F.

1705 DUKE STREET

BEAUFORT, SOUTH CAROLINA

1705 DUKE STREET
BEAUFORT, SOUTH CAROLINA

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| | |
|---------------|-------------|
| DATE: | 10/31/2025 |
| JOB NO.: | 25316 |
| DRAWN BY: | JM |
| DATE PLOTTED: | 25316/01/25 |

0

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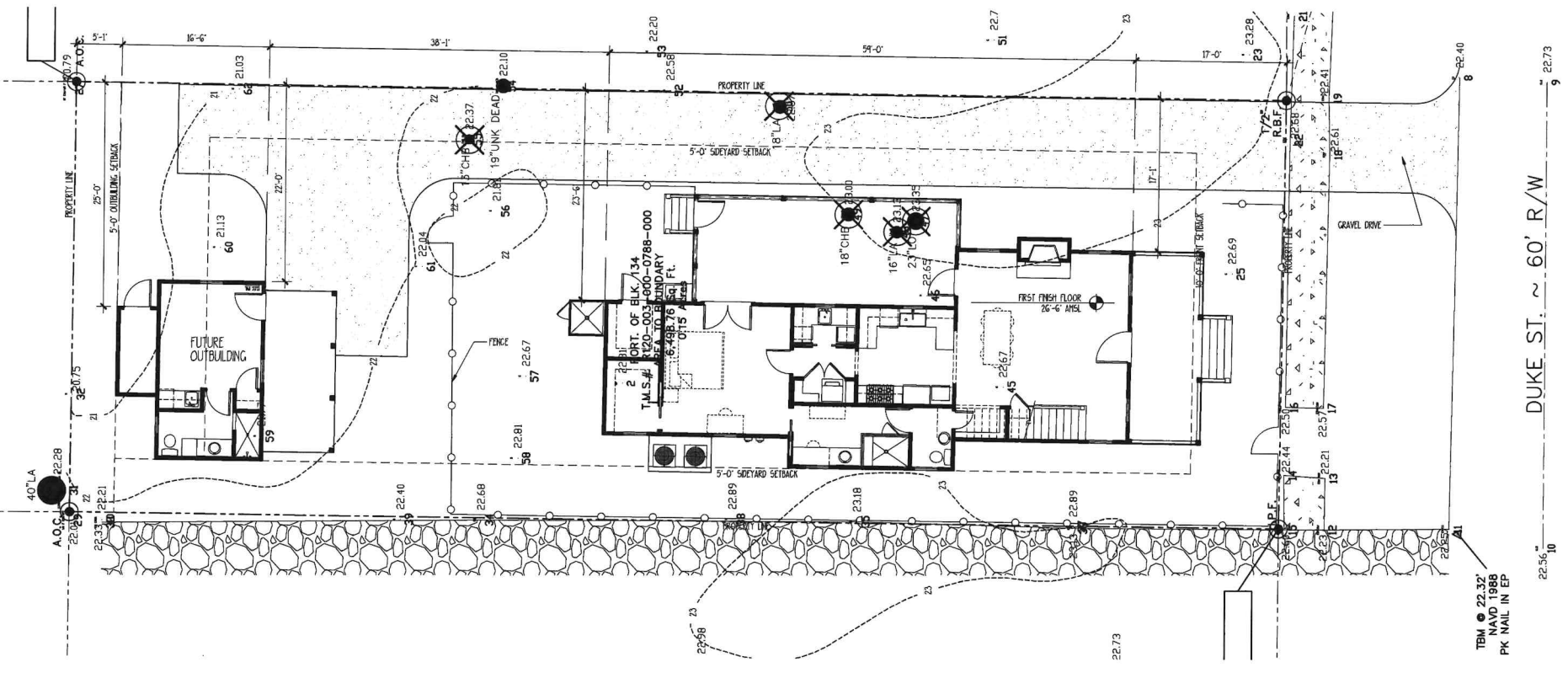
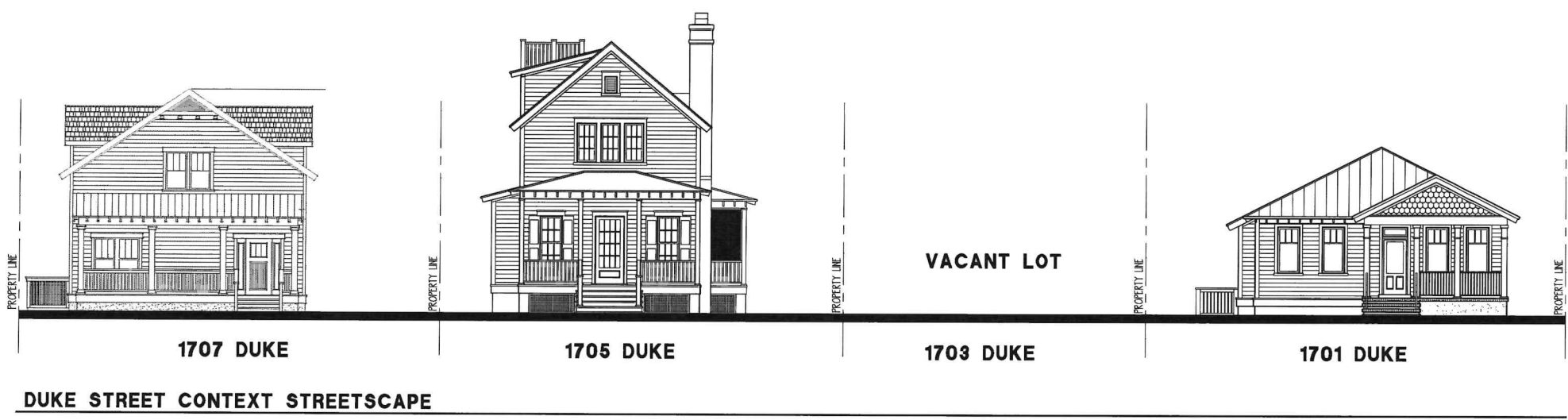
| TREE LEGEND | | |
|-------------|---------------------|-------------------------|
| CODE | COMMON NAME | BOTANICAL NAME |
| PNS | PINE SHORLEAF | Pinus echinata |
| PNL | PINE LONGLEAF | Pinus palustris |
| LO | LIVE OAK | Quercus virginiana |
| O | OAK | Quercus spp. |
| MAG | SOUTHERN MAGNOLIA | Magnolia grandiflora |
| PA | PALMETTO | Sabal palmetto |
| SUB | SUGARBERRY | Celtis laevigata |
| EL | ELM | Ulmus spp. |
| HI | MOCKERNUT HICKORY | Carya spp. |
| BAY | BAY MAGNOLIA | Gordonia spp. |
| WX | WAX MYRTLE | Myrica cerifera |
| CH | BLACK CHERRY | Prunus spp. |
| CE | EASTERN RED CEDAR | Juniperus virginiana |
| TA | CHINESE TALLOW-TREE | Sapium sebiferum |
| PO | YELLOW POPLAR | Liriodendron tulipifera |
| BI | BIRCH | Betula spp. |
| CY | BALDCYPRESS | Taxodium distichum |
| SY | AMERICAN SYCAMORE | Platanus occidentalis |
| PE | PECAN | Carya illinoensis |
| CR | CRAPEMYRTLE | Lagerstromia indica |
| FR | FRUIT TREE | |
| MP | MAPLE | Acer spp. |
| DW | DOGWOOD | Cornus florida |
| GUM | SWEETGUM | Nyssa sylvatica |
| WO | WATER OAK | Quercus nigra |
| LA | LAUREL OAK | Quercus laurifolia |
| TUL | TULIP TREE | Liriodendron |
| BJO | BLACKJACK OAK | Quercus marilandica |
| UNK | UNKNOWN | |
| CRA | CRAB APPLE | Malus sylvestris |
| MUL | MULBERRY | Morus |
| MIM | MIMOSA TREE | Albizia julibrissin |
| WHO | WHITE OAK | Quercus alba |
| TO | TURKEY OAK | Quercus cerris |
| RO | RED OAK | Quercus rubra |
| HOL | HOLLY | Aquifoliales |
| WL | WILLOW TREE | Salix alba |
| TU | TUPELO | Nyssa junonensis |
| CHB | CHINA BERRY | Malus obovata |
| CW | COTTONWOOD | Populus |
| CL | CHERRY LAUREL | Prunus laurocerasus |
| WAL | BLACK WALNUT | JUGLANS NIGRA |
| CAM | CAMPHOR | CAMPHOR OFFICINARUM |
| BSW | BASSWOOD | TILIA AMERICANA |
| ASH | WHITE ASH | FRAXINUS AMERICANA |

ALL TREES ARE LOCATED TO THE FACE OF THE TREE TRUNK, THEREFORE TOLERANCE OF THE TREE LOCATED IS PLUS OR MINUS THE DIAMETER OF THE TREE PLUS 0.5 FEET. ALL TREES ARE MEASURED AT CHEST HEIGHT WHICH IS APPROXIMATELY 40 INCHES ABOVE GROUND. GROUND ELEVATION AT TREE LOCATIONS MAY OR MAY NOT ACCURATELY REPRESENT ELEVATIONS BETWEEN TREE SHOTS DUE TO THE GROUND BUTTRESS AT THE BASE OF THE TREE.
NOTE: ANY TREE LOCATION THAT IS CRITICAL BEYOND THE TOLERANCE STATED ABOVE FOR DESIGN MUST BE POINTED OUT AND A TIGHTER TOLERANCE MUST BE AGREED UPON.

REFERENCE NOTES (REPRODUCED FROM REFERENCE PLAT):

- NOTES:
- 1.) THE BEARINGS SHOWN HEREON ARE MAGNETIC AND AS SUCH ARE SUBJECT TO LOCAL ATTRACTION.
 - 2.) THIS PLAT DOES NOT CERTIFY THE PRESENCE OR ABSENCE OF THE U.S. ARMY CORPS OF ENGINEERS JURISDICTIONAL WETLANDS.
 - 3.) METHOD OF AREA CALCULATION BASED ON COORDINATE METHOD.
 - 4.) LOCATION OF UNDERGROUND UTILITIES ARE FROM SURFACE INDICATIONS ONLY AND ARE NOT CERTIFIABLE.
 - 5.) THIS PLAT REPRESENTS A SURVEY BASED ON THE LISTED REFERENCES ONLY AND IS NOT THE RESULT OF A TITLE SEARCH.
 - 6.) CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.
 - 7.) THE CERTIFIER HAS NOT INVESTIGATED OR BEEN INSTRUCTED TO INVESTIGATE THE EXISTENCE OR NONEXISTENCE OF AN OVERLAY DISTRICTS, SUCH AS: AIRPORT, MILITARY, NOISE, CRASH POTENTIAL OR ENVIRONMENTAL ISSUES.
 - 8.) BEFORE ANY DESIGN WORK OR CONSTRUCTION ON THIS SITE IS STARTED, FLOOD ZONE INFORMATION MUST BE VERIFIED BY PROPER BUILDING CODES OFFICIAL.
 - 9.) SETBACKS SHOWN AS PER PLAT OF RECORD AND MUST BE VERIFIED WITH OFFICIAL AGENCY BEFORE PURCHASE AND OR CONSTRUCTION ON SUBJECT PROPERTY.
 - 10.) THIS PROPERTY APPEARS TO BE IN FLOOD ZONE X UNSHADED AS DETERMINED BY F.E.M.A. FIRM COMM-PANEL NUMBER 45013C0166G DATED MARCH 23, 2021.
 - 11.) FLOOD ZONE LINES AS SHOWN ARE SCALED FROM MAPS PROVIDED BY FEMA AND DRAWN ON THE LANDWARD EDGE OF THE FLOOD ZONE BORDER.
 - 12.) CONTOUR INTERVAL IS 1'.
 - 13.) VERTICAL DATUM IS 1988 NAVD.

- REFERENCES:
- 1.) T.M.S.#: R120-003-000-0788-0000
 - 2.) PLAT BY: DAVID E. GASQUE
DATED: OCTOBER 20, 2000.
PLAT BK/PG: 76/103
BEAUFORT COUNTY R.M.C. OFFICE
 - 3.) DEED REFERENCE BK/PG: 4434/2337



LEGEND OF SYMBOLS & ABBREVIATIONS

- | | | |
|---|---|---|
| <ul style="list-style-type: none"> TRANSFORMER TELEPHONE PEDESTAL POWER POLE GRATE INLET STORM MANHOLE SEWER MANHOLE CONCRETE MARKER IRON ROD | <ul style="list-style-type: none"> CENTER LINE METAL FENCE ADJOINERS FLOOD LINE CRITICAL LINE WIRE FENCE OVERHEAD WIRE CONTOUR LINE | <ul style="list-style-type: none"> CONCRETE GRAVEL TREE SIZE & TYPE ELEVATION |
|---|---|---|

IMPERVIOUS COVERAGE
 LOT SIZE = 6,499 S.F.
 HOUSE FOOTPRINT = 1,651 S.F.
 GUEST HOUSE = 429 S.F.
 TOTAL PERVIOUS = 2,280 S.F.
 PERCENT PERVIOUS ON LOT = 32%

DENOTES TREE TO BE REMOVED
SITE PLAN

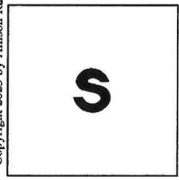
NOTE: CONTRACTOR TO VERIFY ALL PROPERTY LINES, SETBACKS, EASEMENTS, FEMA REQUIREMENTS, AND TREE SIZES AND LOCATIONS PRIOR TO CONSTRUCTION.
 NOTE: COORDINATE ALL WALKS, DRIVEWAYS, PARKING, AND FENCES WITH LANDSCAPER.
 NOTE: ALL HEIGHTS AND DIMS SHOWN ARE BASED ON REFERENCE SURVEY INFORMATION. ALL TO BE VERIFIED PRIOR TO CONSTRUCTION.
 SCALE: 1/8" = 1'-0"

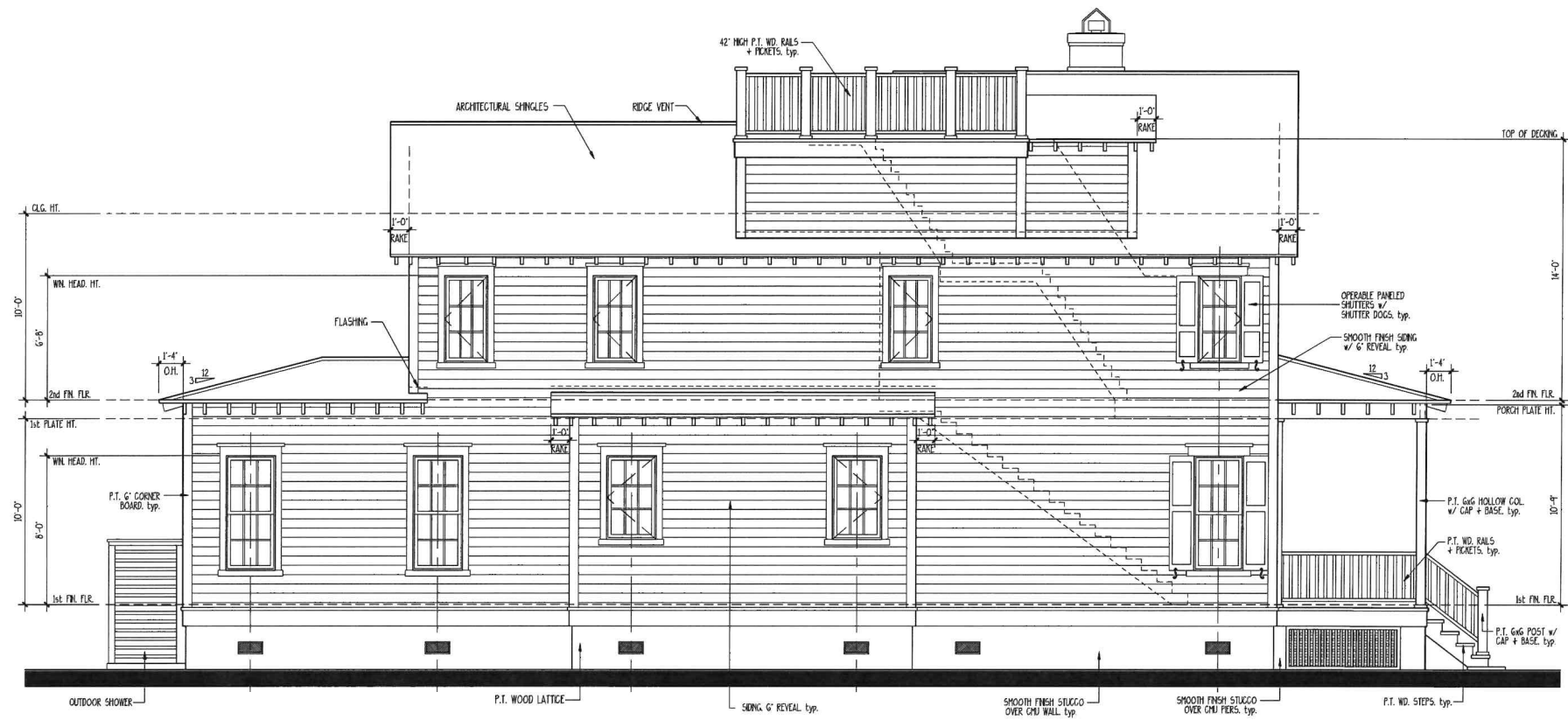
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 ALL DIMENSIONS ARE IN FEET AND INCHES.
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

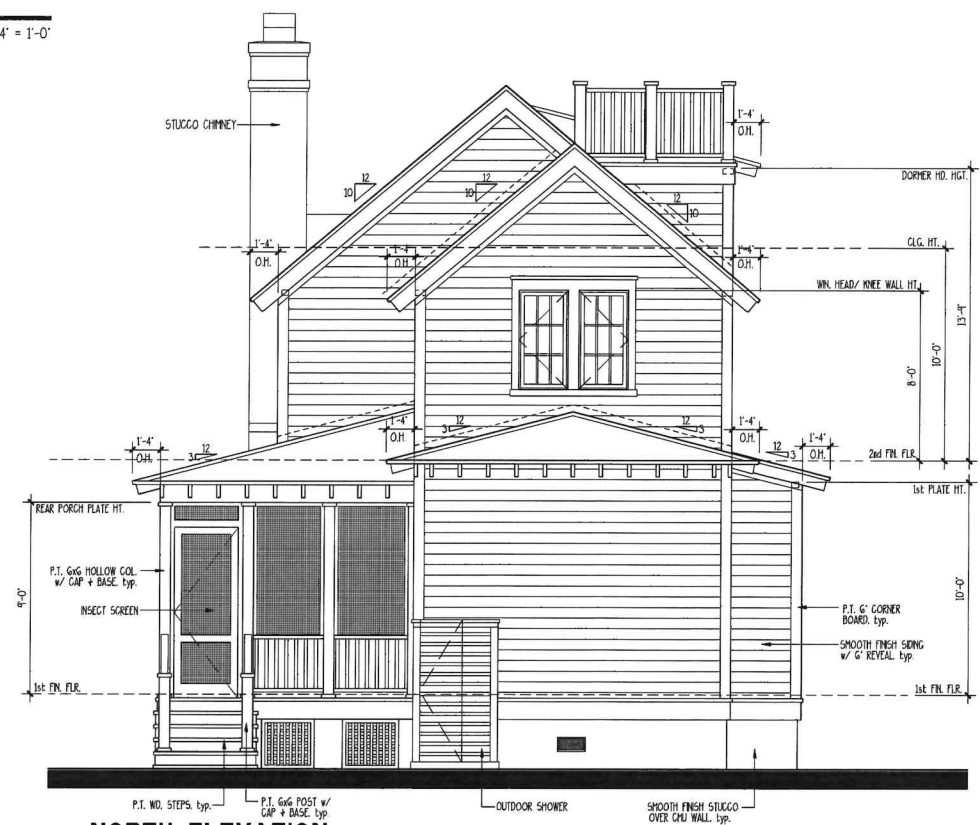
| | |
|-----------|------------|
| DATE: | 10/31/2025 |
| JOB NO.: | 25306 |
| DRAWN BY: | JM |
| CHKD. BY: | 25306/JMG |





2 WEST ELEVATION

SCALE: 1/4" = 1'-0"



1 NORTH ELEVATION

SCALE: 1/4" = 1'-0"

1705 DUKE STREET
BEAUFORT, SOUTH CAROLINA

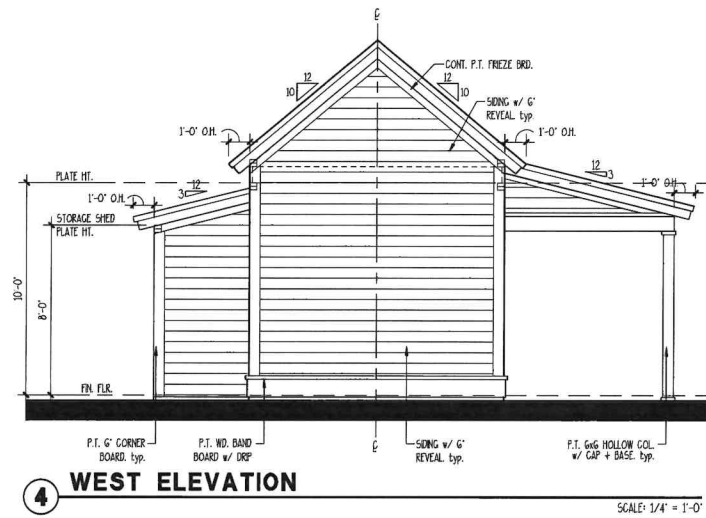
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Beaufort, SC, 29912
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THIS PLAN HAS BEEN REVIEWED TO MEET THE REQUIREMENTS OF THE SOUTH CAROLINA ARCHITECTS ACT. IT IS THE RESPONSIBILITY OF THE PROFESSIONAL ARCHITECT TO VERIFY THE ACCURACY OF THE INFORMATION PROVIDED HEREON. THE ARCHITECT ASSUMES NO LIABILITY FOR ANY ERRORS OR OMISSIONS. THE ARCHITECT'S SERVICES ARE LIMITED TO THE DESIGN OF THE BUILDING AS SHOWN ON THESE PLANS. THE ARCHITECT DOES NOT GUARANTEE THE ACCURACY OF ANY INFORMATION PROVIDED BY OTHERS. THE ARCHITECT'S LIABILITY IS LIMITED TO THE DESIGN OF THE BUILDING AS SHOWN ON THESE PLANS. THE ARCHITECT DOES NOT GUARANTEE THE ACCURACY OF ANY INFORMATION PROVIDED BY OTHERS. THE ARCHITECT'S LIABILITY IS LIMITED TO THE DESIGN OF THE BUILDING AS SHOWN ON THESE PLANS.

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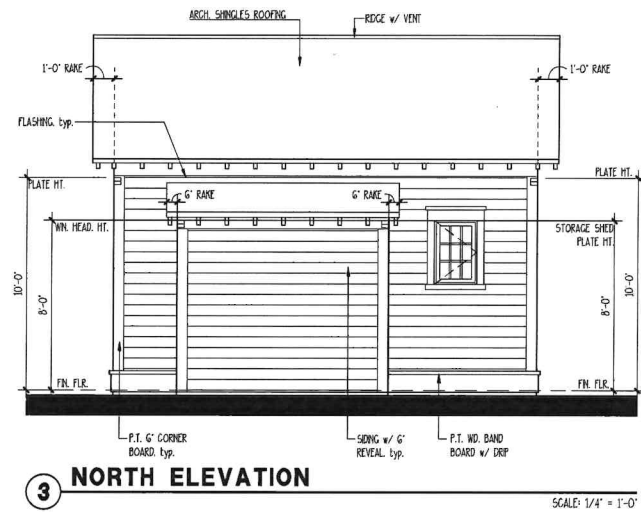
| | |
|-------------|------------|
| DATE: | 10/31/2025 |
| JOB NO.: | 25316 |
| DRAWN BY: | JM |
| CHKD. NAME: | 25316/JM |

4



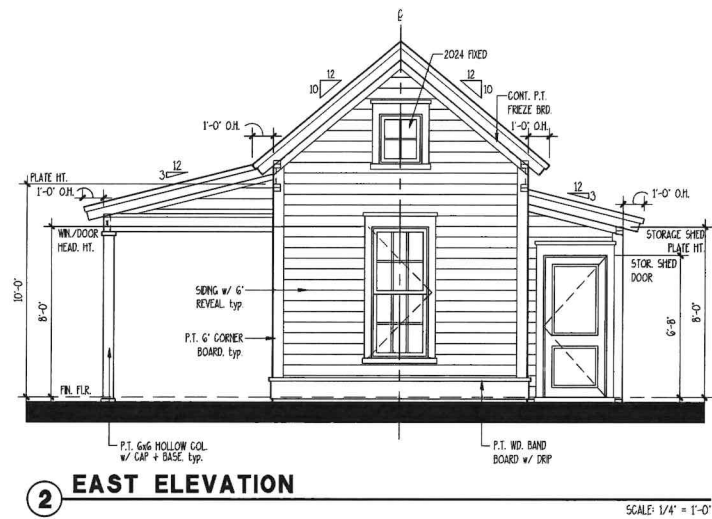
4 WEST ELEVATION

SCALE: 1/4" = 1'-0"



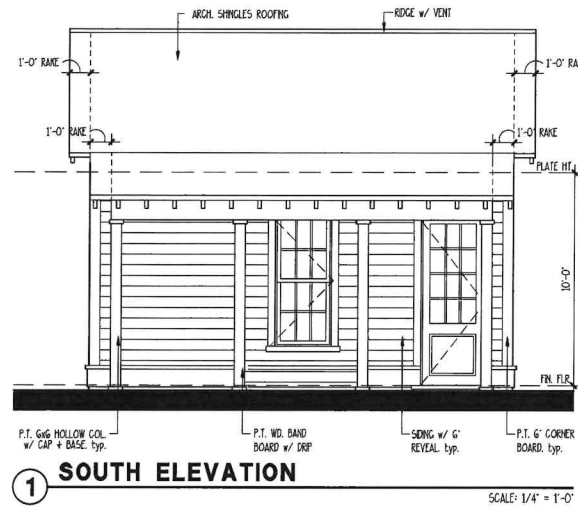
3 NORTH ELEVATION

SCALE: 1/4" = 1'-0"



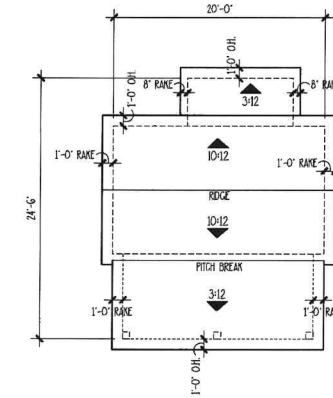
2 EAST ELEVATION

SCALE: 1/4" = 1'-0"



1 SOUTH ELEVATION

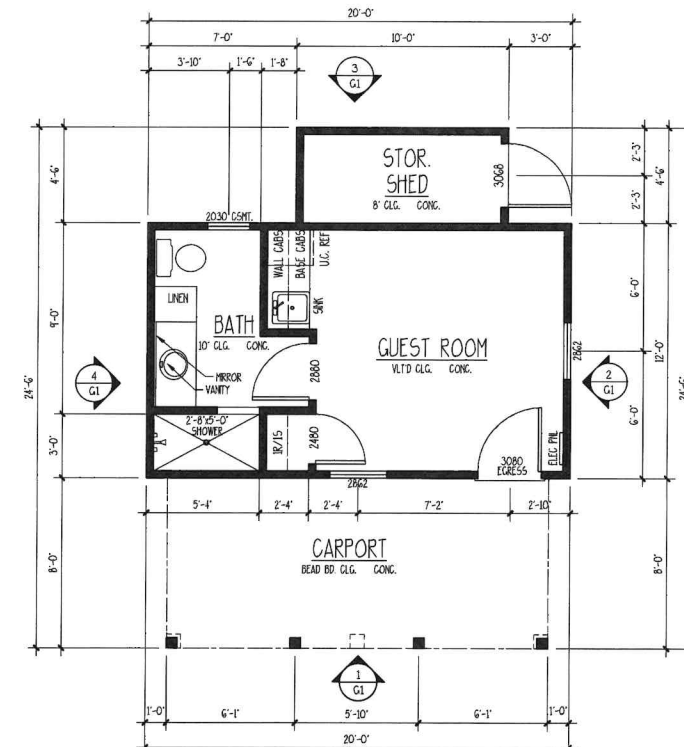
SCALE: 1/4" = 1'-0"



ROOF PLAN

SCALE: 1/8" = 1'-0"

NOTE: EXHAUST VENTS (FLUERS OR OTHERS) NEED TO BE LOCATED AS NEARLY AS POSSIBLE TO THE ROOF PENETRATIONS TO BE KEPT TO A MINIMUM COVERED WHEN POSSIBLE. ROOF / WALL PENETRATIONS MUST BE PAINTED TO MATCH.



FLOOR PLAN

SCALE: 1/4" = 1'-0"

NOTE PRIOR TO ORDERING:

1. WINDOW MANUFACTURER TO DETERMINE AND VERIFY THAT ALL EGRESSES WINDOWS ARE IN COMPLIANCE WITH LOCAL CODES.
2. VERIFY LOCATIONS OF REQUIRED SAFETY GLAZING WITH LOCAL CODES.

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| | |
|------------|------------|
| DATE: | 10/21/2025 |
| JOB NO: | 25376 |
| DWG. BY: | JM |
| DWG. NAME: | 25376.DWG |

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G1

1705 DUKE STREET
 BEAUFORT, SOUTH CAROLINA



City of Beaufort
Department Request for Historic District Review Board Agenda Item

To: Historic District Review Board **Date:** 11/03/2025
From: Christopher Klement, Community Development Planner III
Item Name: 1308 Duke Street, PIN R120 004 000 0471 0000, addition. Applicant: Jeremiah Smith, Allison Ramsey Architects
Meeting Date: November 12, 2025
Department: Community Development Department

Background Information:

Introduction:

Applicant is requesting final approval of a proposed addition bathroom (47 sq. ft.) to the existing 1-story residential dwelling.

Background:

The applicant is requesting final approval for an addition of a bathroom to existing single-family dwelling unit. This addition is approximately 47 square feet. The applicant has been to one (1) Historic District Technical Review Committee (HTRC) meeting on October 28th, 2025.

Legal Authority:

S.C. Code Ann. § 6-29-310 et seq. Comprehensive Planning Enabling Act

Staff Recommendation:

Staff recommends FINAL APPROVAL for the proposed addition and alterations in that it satisfies the intent of the Beaufort Preservation Manual and requirements of the Beaufort Code, with the following recommendations being made to obtain a final Certificate of Appropriateness (COA):

1. Staff recommends making the bathroom window the same size as the adjacent windows. If the window cannot match the width, then the window should have the same proportions as the existing. The proposed window seems less vertical and its muntin proportions are not consistent with the adjacent.
 2. Applicant to provide a cutsheet for the proposed window. Since this is a contributing structure, staff recommends using a wood window. This can either be a true divided lite
-

- window, or a simulated divided lite window with exterior grilles and interior spacer bars.
3. Applicant to provide window jamb, head and sill details. The existing windows on this façade appear to have inappropriate jamb casings that do not protrude beyond the siding.
 4. There is a note on the section drawing on sheet 2 that states that the new bathroom foundation will match the existing. The foundation on the existing structure (photo on sheet 1) appears to be exposed CMU. Applicant to clarify the intent of this note and what the new foundation will be.
-

Placed on Agenda For:

Action

Attachments:

1. 1308 Duke Street_Agenda Packet_FINAL

1308 DUKE STREET

**Final approval of a proposed addition
(bathroom) to existing residence**



STAFF REPORT: Historic District Review Board (HRB)

1308 DUKE STREET

DATE: November 12, 2025

| <u>GENERAL INFORMATION</u> | | |
|---|---|--|
| Applicant: | Jeremiah Smith (Architect) for Luther & Henrietta Goode | |
| Site Address / Tax PIN: | 1308 Duke Street / PIN: R120 004 000 0471 0000 | |
| Applicant's Request: | Applicant is requesting final approval of a proposed addition bathroom (47 sq. ft.) to the existing 1-story residential dwelling. | |
| Current Zoning: | T4-HISTORIC NEIGHBORHOOD DISTRICT (T4-HN) | |
| Contributing/Neighborhood | Contributing - NW Quadrant (c. 1910; alteration: c. 1960) | |
| Flood Zone/Elevations | Flood Zone "X", Lot Elevation: 22' - 23'; Base Flood Elevation: 13' (Beaufort, SC) | |
| Lot size / Heated space | ~ 6,100 sq. ft. / ~ 1,176 sq. ft. (existing); 1,223 sq. ft. (new) | |
| <u>ZONING DISTRICT INFORMATION</u> | | |
| <u>T4-HISTORIC NEIGHBORHOOD DISTRICT (T4-HN)</u> | | |
| Lot Width at Setback: | 40 ft. min. (60 ft. min. in The Point) | |
| Max. Lot Coverage: | 55% of lot area [This percentage indicates maximum lot coverage by roofs; total impervious coverage may be an additional 10%. Parcels may also be subject to Section 8.3 (Stormwater)]. | |
| Min. Frontage Build Out | 75% of lot area | |
| Front Setback | Avg. prevailing setback on the block | |
| Side Setback | 6 ft. min. (interior), 5 ft min. (at corner)/ (10 ft. min. in the Point) | |
| Rear Setback | 15 ft min. | |
| Building Height: | 3 stories max. (primary); 2 stories or 30 ft. max. (accessory) | |
| <u>SURROUNDING ZONING, LAND USE AND REQUIRED BUFFERS</u> | | |
| <u>Adjacent Zoning</u> | <u>Adjacent Land Uses</u> | <u>Setbacks for Adjacent Zoning /Buffer required if rezoned</u> |
| North: T4-HN | Historic Home (1305 Duke St., c. 1890); Contributing | N/A |
| South: T4-N | Historic Home (1307 Prince St., c. 1910); Contributing | N/A |
| East: T4-HN | Historic Home (1306 Congress St., c. 1955); Non-Contributing | N/A |
| West: T4-HN | Historic Home (1310 Congress St., c. 1955); Non-Contributing | N/A |

Background: The applicant is requesting final approval for an addition of a bathroom to existing single-family dwelling unit. This addition is approximately 47 square feet.

The applicant has been to one (1) Historic District Technical Review Committee (HTRC) meeting on October 28th, 2025.

Project timeline

| Jan. 2025 | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sep. | Oct. | Nov. | Dec. |
|--------------|------|------|------|-----|------|------|------|------|---|--|------|
| | | | | | | | | | | | |
| | | | | | | | | | 10/15: HTRC Mtg. application 10/29: HTRC Meeting 10/31: HRB Meeting - application | 11/12: 1 st HRB Meeting | |

Summary of HTRC Meeting from October 29th, 2025 – Main staff comments:

1. ***Planning and Zoning:***

- Zoned T4-HN
- Contributing Structure, ca. 1910
- We will waive the RB fee since this work will be done pro-bono
- Provide picture of fiber cement siding

2. ***Architecture:***

- Staff is supportive of the proposed bathroom addition
- Staff recommends making the window the same size as the adjacent windows. If the window cannot match the width, then the window should have the same proportions as the existing. The current window seems less vertical and its muntin proportions are not consistent with the adjacent.
- Applicant to provide labels for all materials

1308 Duke Street - Pictures of current dwelling

East side: Fiber cement siding (existing)



Fiber cement siding (close-up)

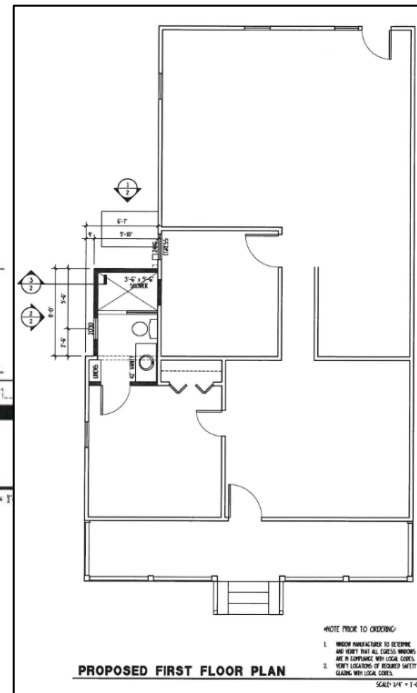
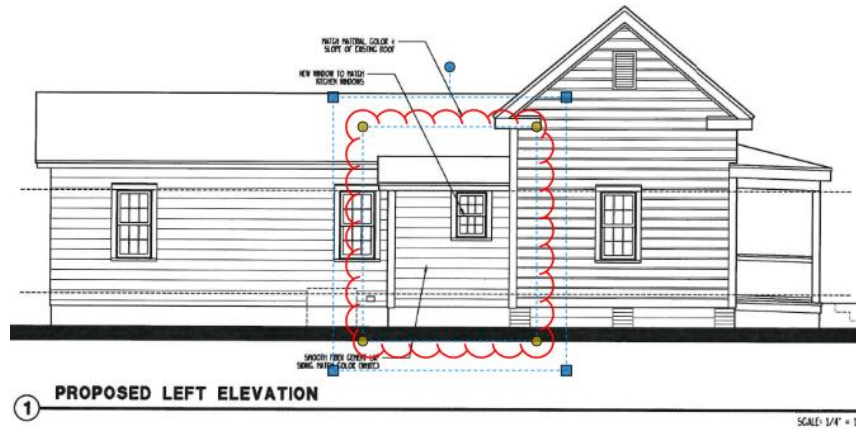


Existing kitchen windows (close-up)



1308 Duke Street - Conceptual drawings & HTRC Staff comments

1. Eastern elevation: Integration of bathroom addition



Staff comments:

- New bathroom window should be the same size (height) as adjacent windows on East (left) elevation
- Also: muntin proportions are not consistent with those on adjacent windows

Proposed improvements:

- ❖ Match material, color and slope of existing roof
- ❖ New window to match existing kitchen windows (see above)
- ❖ Smooth fiber cement lap siding to match existing color (white)

Tree Removal Proposed:

No Specimen or Landmark Trees are affected.

Surrounding Area:

This contributing 1-story residential frame building, originally built c. 1910 (altered c. 1960) retains its original front elevation elements, such as the 5-bay front porch with a stoop, original balusters and wood-frame (six-over-six) windows which all are representative to the Beaufort Historic District and the Northwest Quadrant, in which it is situated. The nearby houses are mostly 1-story buildings in the typical freedman cottage style, clad with wooden lap siding (except for one painted CMU-brick house across the street) and generally of good condition.

Determination of adequate historic integrity:

As per the Beaufort Preservation Manual (Chapter 5) and the Beaufort Development Code (Section 4.7), the compatibility of new infill construction as well as major renovations within Beaufort Historic District is determined in consideration with the following principles: **1. Location, 2. Design, 3. Setting, 4. Materials, 5. Workmanship, 6. Feeling and 7. Association.** See detailed staff analysis and recommendations in table below.

| <u>4.7.2 Integrity Guidelines (as per Beaufort Development Code)</u> | <u>Rationale Present</u> | <u>Staff Analysis of Rationale</u> |
|---|---------------------------------|---|
| 1. Location: This is the relationship between the property and its historical context. | YES | ✓ This historical integrity of the house and its context within the NW Quadrant neighborhood and the Beaufort Historic District as a whole are well preserved. |
| 2. Design: This is the combination of elements that create the feeling of a district or structure. These elements include building patterns, streetscapes, site elements, building size, mass and scale, spatial relationships, and specific architectural elements and details. | YES | ✓ In accordance with the Secretary of the Interior standards for rehabilitation #9 & #10 – the new addition will not destroy the historic materials, features and spatial relationship that characterize the property and its environment. |
| 3. Setting: This is the physical environment of a property and should be evaluated on its context as well as on the historical role the property has played and continues to play. Important features include topography, vegetation, man-made features, and relationships between existing structures and their surroundings. | YES | ✓ The new addition will be placed in such a way as it will neither protrude nor substantially alter the footprint and contextual setting of the existing dwelling. |
| 4. Materials: These are the physical elements that make up a property or district. | YES | ✓ The existing materials, colors and proportions will be replicated on the addition. |
| 5. Workmanship: This is the physical evidence of the crafts of a particular culture or time period. This particularly applies to rehabilitation projects, but for new infill projects, workmanship of surrounding structures should be considered and respected. | YES | ✓ The specific style and workmanship of the existing historical dwelling will be preserved and expanded on. |
| 6. Feeling: This is the property's expression of the aesthetic or historic sense of a particular period of time. This particularly applies to rehabilitation projects, but for new infill projects, the feeling of surrounding structures should be considered and respected. | YES | ✓ No negative impacts from this small addition to the aesthetics and overall feeling of this dwelling in relation to its location and historic importance within the Beaufort Historic District are to be expected. |

| | | |
|--|-----|--|
| 7. Association: This is the direct link between an important historic event or person and a property. | N/A | |
|--|-----|--|

FINDINGS AND RECOMMENDATIONS

Staff Recommendations: **Staff recommends FINAL APPROVAL** for the proposed addition and alterations in that it satisfies the intent of the Beaufort Preservation Manual and requirements of the Beaufort Code, with the following recommendations being made to obtain a final Certificate of Appropriateness (COA):

1. Staff recommends making the bathroom window the same size as the adjacent windows. If the window cannot match the width, then the window should have the same proportions as the existing. The proposed window seems less vertical and its muntin proportions are not consistent with the adjacent.
2. Applicant to provide a cutsheet for the proposed window. Since this is a contributing structure, staff recommends using a wood window. This can either be a true divided lite window, or a simulated divided lite window with exterior grilles and interior spacer bars.
3. Applicant to provide window jamb, head and sill details. The existing windows on this façade appear to have inappropriate jamb casings that do not protrude beyond the siding.
4. There is a note on the section drawing on sheet 2 that states that the new bathroom foundation will match the existing. The foundation on the existing structure (photo on sheet 1) appears to be exposed CMU. Applicant to clarify the intent of this note and what the new foundation will be.



**HISTORIC REVIEW APPLICATION
MAJOR REVIEW (HISTORIC REVIEW BOARD)**

Community Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
Email: development@cityofbeaufort.org / Website: www.cityofbeaufort.org

*Fee.
Waived*

Application Fee:
see attached schedule

OFFICE USE ONLY: Date Filed: 10-31-25

Application #: 29617

Zoning District: TU-HN

- HAS PROJECT ATTENDED HTRC MEETING? (REQUIRED) YES NO
- IS PROJECT A CONTRIBUTING STRUCTURE?
 - OR NON-CONTRIBUTING STRUCTURE:

FOR A LIST OF CONTRIBUTING OR NON-CONTRIBUTING STRUCTURES, PLEASE SEE:

<https://cityofbeaufort.org/350/Beaufort-County-Historic-Sites-Survey>

APPLICABILITY FOR HISTORIC REVIEW BOARD: Major discretionary review board (HDRB) approval shall apply to applications for Certification of Appropriateness per Section 9.10.2 for the following requests (please check all that apply):

- New building(s) in Historic District
- Changes to exterior materials of Contributing Structures
- Additions to Contributing Structures
- Non-similar roof replacement on Contributing Structures (roof with different materials)
- Window replacements on Contributing Structures
- Major changes to a Contributing or Non-contributing Site
- Demolition
- Other changes to exterior of Contributing Structures

SUBMITTAL REQUIREMENTS: All forms and information shall be submitted digitally + 5 hard copies of all documents. In addition to a complete application form, applicants shall submit the required items according to the checklists on the subsequent page.

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application? Yes No

APPLICANT, PROPERTY, AND PROJECT INFORMATION:

APPLICANT NAME: Jeremiah Smith, Allison Ramsey Architects

APPLICANT ADDRESS: 1003 Charlest St, Beaufort, SC

APPLICANT E-MAIL: jeremiah@allisonramseyarchitec APPLICANT PHONE NUMBER: 843-986-0559 ext. 4

APPLICANT TITLE: Homeowner Tenant Architect Engineer Developer



**HISTORIC REVIEW APPLICATION
MAJOR REVIEW (HISTORIC REVIEW BOARD)**

Community Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
Email: development@cityofbeaufort.org / Website: www.cityofbeaufort.org

Application Fee:
see attached schedule

OWNER (IF OTHER THAN THE APPLICANT): Luther & Henrietta Goode

OWNER ADDRESS: 1308 Duke St.

PROPERTY ADDRESS: 1308 Duke St.

PROPERTY IDENTIFICATION NUMBER (TAX MAP & PARCEL NUMBER): R120 004 000 0471 0000

PROVIDE A BRIEF PROJECT NARRATIVE: (Attach any necessary documentation, spec sheets, pictures, paint swatches, etc.):

An additional bathroom is proposed to be added to the home.

CERTIFICATION OF CORRECTNESS: I/we certify that the information in this application is correct.

APPLICANT'S SIGNATURE: _____ **DATE:** _____

OWNER'S SIGNATURE: _____ **DATE:** _____

(The owner's signature is required if the applicant is not the owner.)

SCHEDULE:

The Historic Review Board (HRB) typically meets the 2nd Wednesday of each month at 2pm. Staff will schedule HRB meeting after HTRC and review of application submittal for completeness and compliance with the Beaufort Preservation Manual and the City of Beaufort Development Code.

CONTACT INFORMATION:

City of Beaufort Community Development Department
1911 Boundary Street, Beaufort, South Carolina 29902
E-Mail: development@cityofbeaufort.org | Phone: (843) 525-7011 | Fax: (843) 986-5606

United States Department of the Interior
National Park Service

National Register of Historic Places Continuation Sheet

Section number 7 Page 21

Beaufort Historic District
Beaufort County, SC

List of Contributing Resources, Continued

| Address | Historic Use / Name | Date | Description | Block | Site Number |
|----------------|-------------------------|----------|---------------------------------------|-------|-------------|
| Duke St., 712 | single dwelling | 1920 ca. | 1-story frame dwelling | 44 | 891 |
| Duke St., 801 | single dwelling | 1880 ca. | 1-story frame dwelling | 54 | 936 |
| Duke St., 805 | single dwelling | 1895 ca. | 1-story frame dwelling | 54 | 937 |
| Duke St., 809 | single dwelling | 1880 ca. | 2-story frame dwelling | 54 | 938 |
| Duke St., 907 | commercial | 1900 ca. | 2-story frame dwelling | 65 | 1009 |
| Duke St., 908 | single dwelling | 1920 | 1-story frame dwelling | 66 | 1016 |
| Duke St., 910 | single dwelling | 1900 ca. | 1-story frame dwelling | 66 | 1015 |
| Duke St., 912 | single dwelling | 1900 ca. | 2-story frame dwelling | 66 | 1014 |
| Duke St., 1004 | single dwelling | 1930 | 1-story frame dwelling | 77 | 1066 |
| Duke St., 1006 | single dwelling | 1910 | 1-story frame dwelling | 77 | 1065 |
| Duke St., 1007 | single dwelling | 1935 | 1-story frame dwelling | 76 | 1059 |
| Duke St., 1008 | single dwelling | 1900 | 2-story frame dwelling | 77 | 1064 |
| Duke St., 1013 | single dwelling | 1830 | 2-story frame dwelling | 76 | 1060 |
| Duke St., 1103 | single dwelling | 1890 | 1-story frame dwelling | 86 | 1097 |
| Duke St., 1106 | single dwelling | 1920 | 1-story frame dwelling | 87 | 1100 |
| Duke St., 1109 | single dwelling | 1935 | 1-story frame dwelling w/brick veneer | 86 | 1098 |
| Duke St., 1303 | single dwelling | 1920 | 1-story frame dwelling | 103 | 1174 |
| Duke St., 1305 | single dwelling | 1890 | 2-story frame dwelling | 103 | 1175 |
| Duke St., 1308 | single dwelling | 1910 | 1-story frame dwelling | 104 | 1178 |
| Duke St., 1309 | single dwelling | 1930 | 1-story frame dwelling | 103 | 1176 |
| Duke St., 1314 | single dwelling | 1915 | 1-story frame dwelling | 104 | 1179 |
| Duke St., 1401 | commercial - store/shop | 1910 | 1-story frame commercial building | 111 | 1205 |
| Duke St., 1402 | church | 1940 | 1-story frame church | 112 | 1210 |
| Duke St., 1405 | single dwelling | 1900 | 1-story frame dwelling | 111 | 1206 |
| Duke St., 1406 | single dwelling | 1890 | 1-story frame dwelling | 112 | 1209 |
| Duke St., 1407 | single dwelling | 1870 | 2-story frame dwelling | 111 | 1207 |
| Duke St., 1411 | single dwelling | 1920 | 1-story frame dwelling | 111 | 1208 |
| Duke St., 1504 | single dwelling | 1900 | 1-story frame dwelling | 120 | 1238 |
| Duke St., 1506 | single dwelling | 1910 | 1-story frame dwelling | 120 | 1237 |
| Duke St., 1603 | commercial - store/shop | 1900 | 1-story brick commercial building | 127 | 1248 |
| Duke St., 1607 | single dwelling | 1910 | 1-story frame dwelling | 127 | 1249 |

x

See continuation sheet 7-22

**BEAUFORT COUNTY
HISTORIC SITES SURVEY - 1997**

RECONNAISSANCE LEVEL BUILDING INVENTORY FORM

Statewide Survey Site Form
State Historic Preservation Office
South Carolina Department of Archives and History
Columbia, SC

Site Number: U- 13 - 1178
Access County Site #
USGS Quad: 025 Beaufort
Doc. Level: Reconnaissance Level

Historic name(s): _____ Map Ref.: BFT 09(TL) Tax Number: R120 004 000 0471 0000
Common name(s): _____ City Block Ref.: 104 Island: Port Royal Is.
Address/location: 1308 Duke St. City/Vicinity of (vic.): Beaufort
Date: 1910 Alteration date: ca. 1960
Ownership: 1. private 2. city 3. county 4. state 5. federal 6. unknown
Category: 1. building 2. site 3. structure 4. object
Historic use(s): single dwelling Current uses: single dwelling

Notes: Rectangular 1 story frame 3 x 1 bay dwelling w/lateral gable roof; date from assessor's office

National Register Status: _____ Date: _____ Listing Name: _____ NRIS # _____
National Register Historic District (NHL, 11/73) 12/17/69 Beaufort Historic District 69000159

SHPO National Register Evaluation: Contributes to listed district Name: Beaufort Historic District

Consultant Recommendation: _____ Name: _____

Previous Survey: _____ Reference: _____ Notes: _____
 H.A.B.S. Other _____
 Feiss-Wright (1969)
 Historic Resources of the Lowcountry (1979)
 Milner Historic District Inventory (1979)
 A Guide to Historic Beaufort (1995 ed.)

Photograph:



Photographs:
 prints
 slides
 negatives

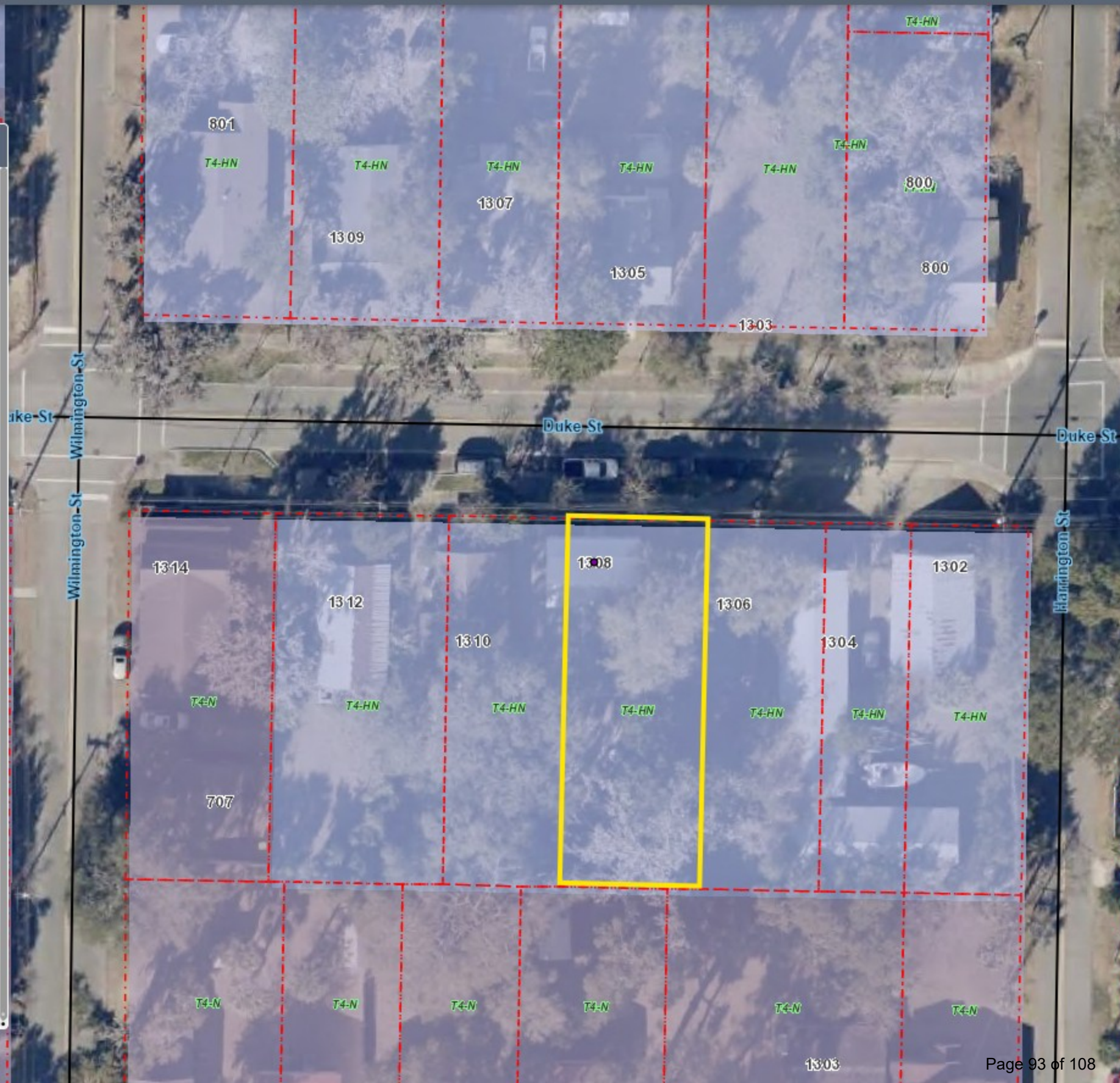
Date: 8/1/97

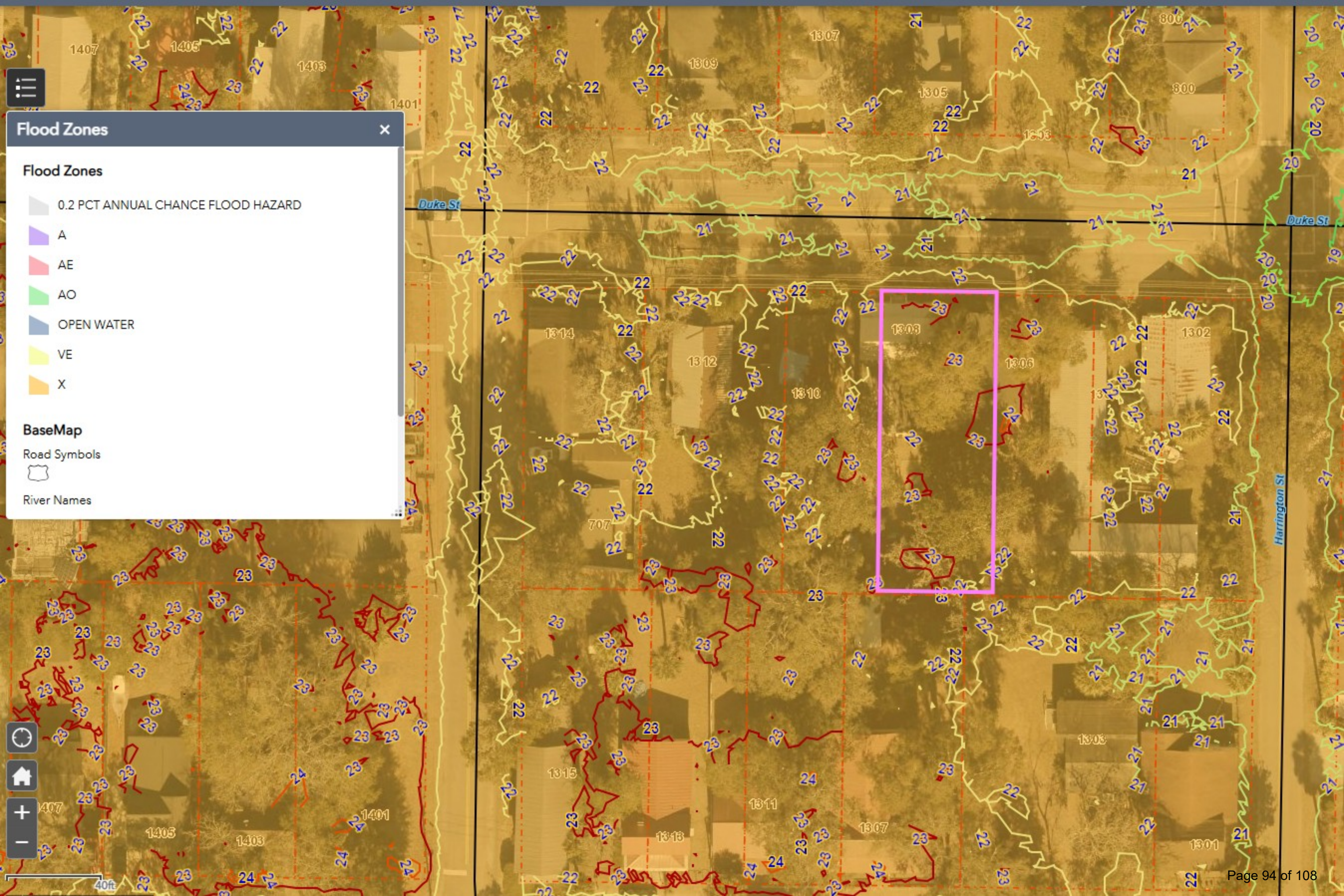
Recorder: D. Schneider, Historic Beaufort Fdn.

Roll # 3 Neg. 3 View of: N elev. & E elev., fac. SW

Zoning Classification

- CobData**
- HISTORIC DISTRICT-Preservation Heighborhood
 - HISTORIC DISTRICT-Conservation Neighborhood
 - Bladen Street Redevelopment District
 - Boundary Street Redevelopment District
 - Retail Overlay (Church & Green Street)
 - Retail Overlay
- Zoning Districts**
- LEGACY PUD (LPUD)
 - T1
 - T3-S
 - T3-N
 - T4-HN
 - T4-N
 - T4-NA
 - T5-DC
 - T5-UC
 - T5-UC / RMX
 - RMX
 - IC
 - MH
 - LI
 - MR





Flood Zones [Close]

Flood Zones

- 0.2 PCT ANNUAL CHANCE FLOOD HAZARD
- A
- AE
- AO
- OPEN WATER
- VE
- X

BaseMap

- Road Symbols
- River Names



1308 Duke St



Restaurants

Hotels

Things to do

Transit

Parking

Pharmacies

ATMs

Sign in



1308 Duke St

Building



Directions



Save



Nearby



Send to phone



Share

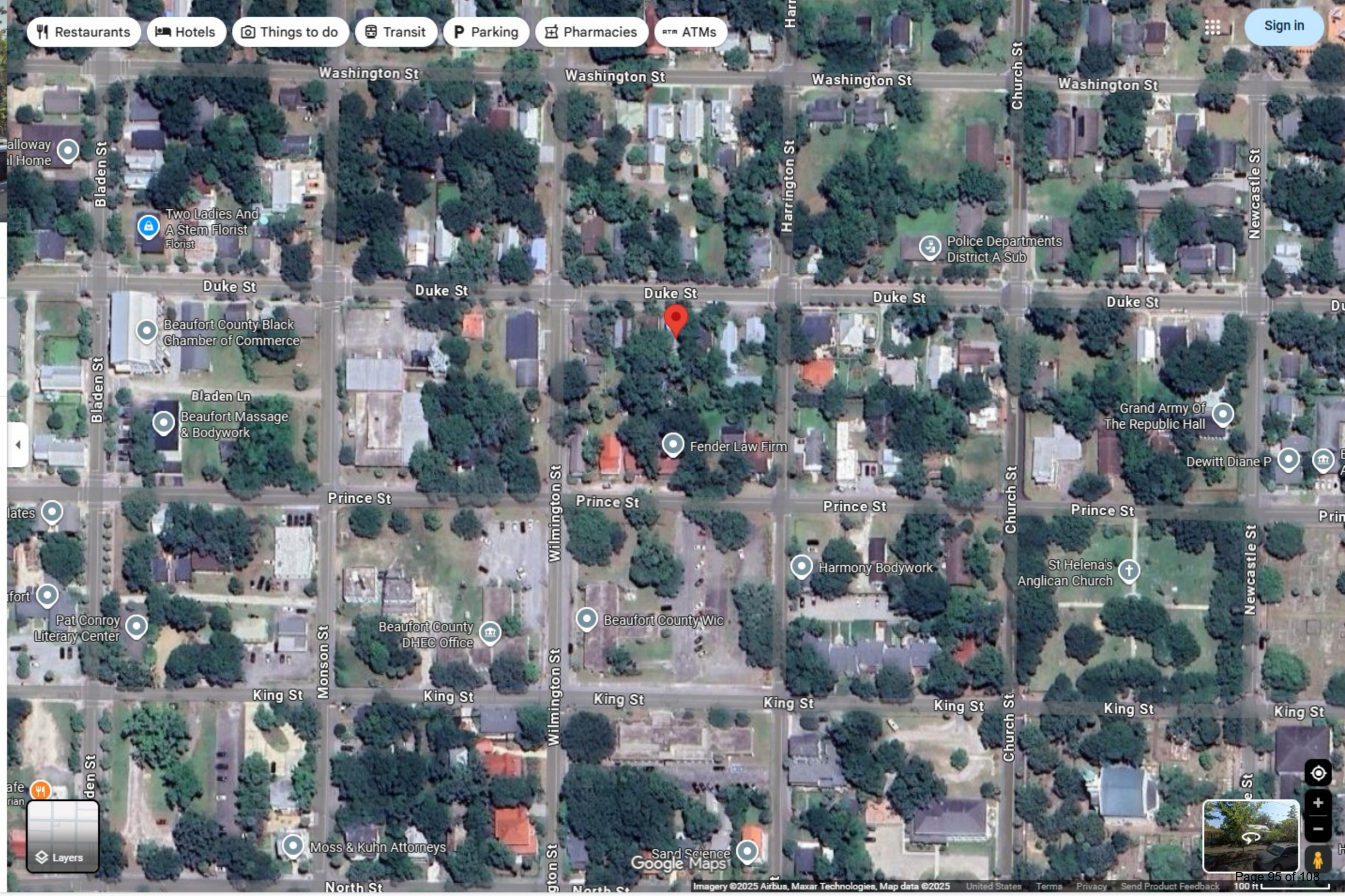
1308 Duke St, Beaufort, SC 29902

Suggest an edit on 1308 Duke St

Add a missing place

Add your business


Photos



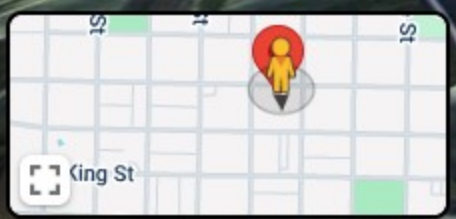
Layers



1305 Duke St
 Beaufort, South Carolina

 Google Street View

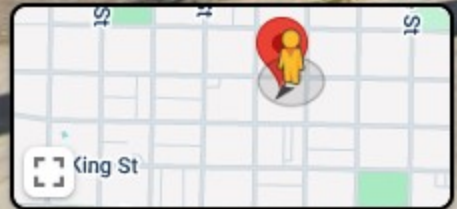
Apr 2022 [See more dates](#)



1306 Duke St
 Beaufort, South Carolina

Google Street View

Apr 2022 [See more dates](#)





CITY OF BEAUFORT
HTRC – Pre-Design Application Meeting
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7011 FAX: (843) 986-5606

Meeting Summary

Date: 10/29/2025

Project Address: 1308 Duke Street

Project Narrative: Review and discussion about request to add a bathroom to existing home

Applicant: Jeremiah Smith (Architect)

Synopsis of staff comments:

- **Planning and Zoning:**
 - Zoned T4-HN
 - Contributing Structure, ca. 1910
 - We will waive the RB fee since this work will be done pro-bono
 - Provide picture of fiber cement siding
- **Architecture:**
 - Staff is supportive of the proposed bathroom addition
 - Staff recommends making the window the same size as the adjacent windows. If the window cannot match the width, then the window should have the same proportions as the existing. The current window seems less vertical and its muntin proportions are not consistent with the adjacent.
 - Applicant to provide labels for all materials

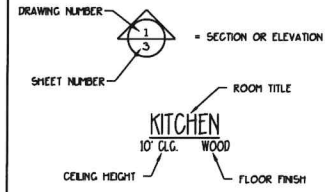
Applicant's Next Steps: Submit for HRB hearing by Friday to meet the November 12th hearing.

Be advised that this letter is given as a courtesy to applicants and may not contain all project guidelines. For a complete history of the meeting, please request the audio recording. Please refer to the *Beaufort Code* for applicable sections. If there are any changes to the project, not discussed in this meeting, you will need to return to a HTRC – Pre-Design meeting.

If you have any questions, feel free to call the Community Development Department at (843) 525-7014. Thank you for your patience and cooperation during the review process.

SYMBOLS + KEYS

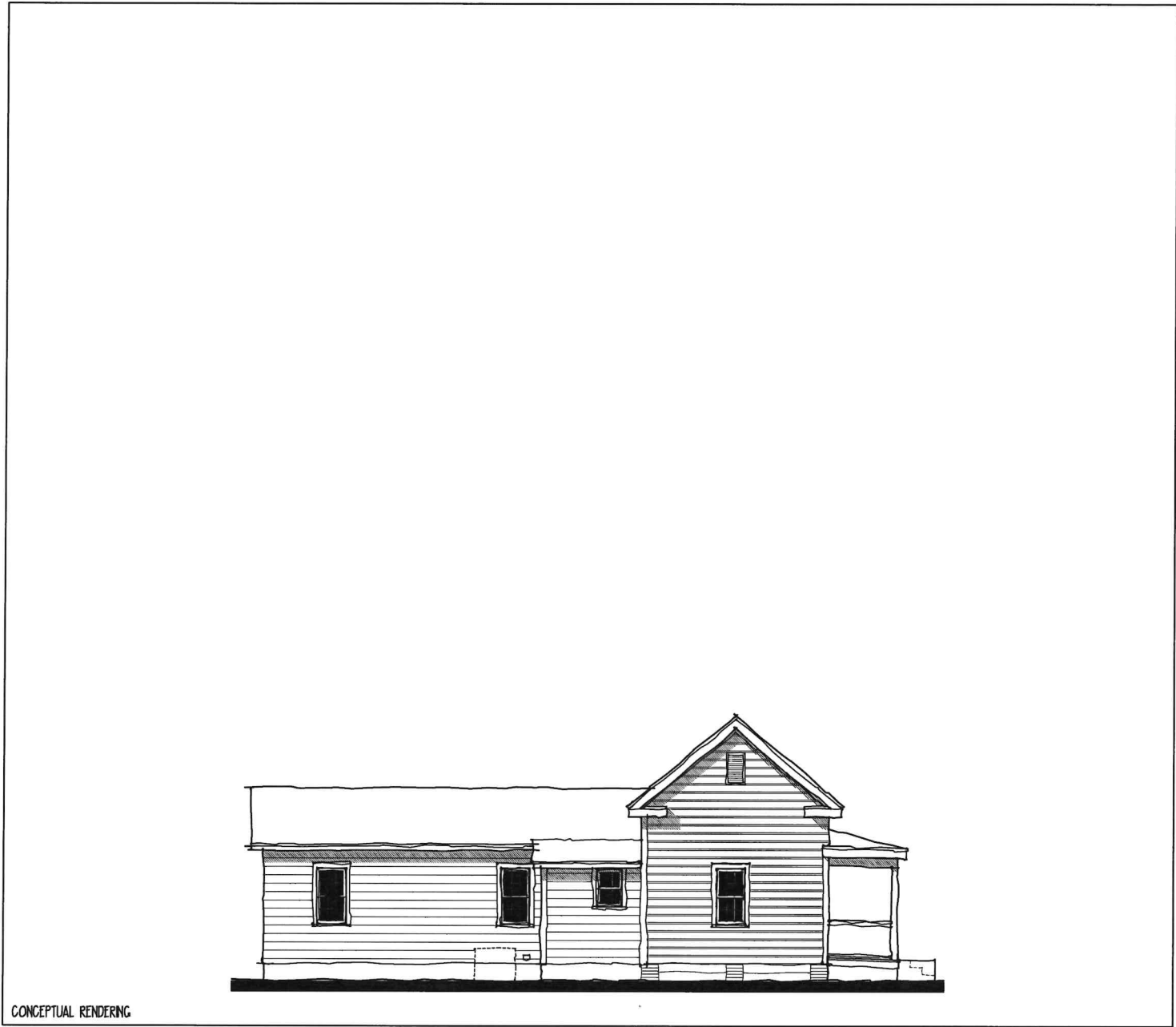
DOOR AND WINDOW SIZE KEY
2860 = 2'-8" WIDE x 6'-0" HIGH



1 DRAWING TITLE

- 1 - DETAIL OR ELEVATION NUMBER
- 14.00' = ELEVATION ABOVE SEA LEVEL
- △ = REVISION NUMBER
- ☁ = REVISION CLOUD
- ↑ = PLAN REFERENCE NORTH

| | |
|---|--------------------------|
| ⊖ | SINGLE POLE SWITCH |
| ⊖ | THREE WAY SWITCH |
| ⊖ | FOUR WAY SWITCH |
| ⊖ | DIMMER SWITCH |
| ⊖ | SPEED CONTROL |
| ⊖ | DUPLEX OUTLET |
| ⊖ | 1/2 HOT OUTLET |
| ⊖ | WATER PROOF OUTLET |
| ⊖ | GROUND FAULT OUTLET |
| ⊖ | QUADRUPLX OUTLET |
| ⊖ | SPECIALTY OUTLET |
| ⊖ | FLOOR OUTLET |
| ⊖ | TELEPHONE JACK |
| ⊖ | THERMOSTAT |
| ⊖ | TELEVISION JACK |
| ⊖ | VENT |
| ⊖ | VENT w/ LIGHT |
| ⊖ | SURFACE MOUNTED FEATURE |
| ⊖ | RECESSED FEATURE |
| ⊖ | WALL MOUNTED FEATURE |
| ⊖ | FLOOD LIGHT |
| ⊖ | LED FEATURE |
| ⊖ | CEILING FAN |
| ⊖ | STRIP LIGHTING |
| ⊖ | CEILING BOX |
| ⊖ | DOOR COBE |
| ⊖ | ELECTRICAL PANEL |
| ⊖ | SMOKE DETECTOR |
| ⊖ | CARBON MONOXIDE DETECTOR |



CONCEPTUAL RENDERING

DRAWING INDEX

- 0 COVER SHEET
- 1 EXISTING PLANS + ELEVATIONS
- 2 PROPOSED PLANS + ELEVATIONS
- SP SPECIFICATION SHEETS (SEPARATE)

GENERAL INFO.

AREA CALCULATIONS
PROPOSED ADDITION = 47 SF.

GOODE RESIDENCE - 25652

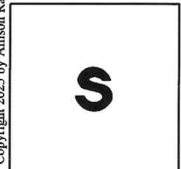
1308 DUKE STREET, BEAUFORT, SOUTH CAROLINA

GOODE RESIDENCE
25652
1308 DUKE STREET, BEAUFORT, SOUTH CAROLINA

ALLISON RAMSEY
Architects Inc. - creating sustainable timeless design
1003 Charles St.
Beaufort SC, 29902
(843) 984-0599
www.allisonramseyarchitect.com

THIS PLAN AND SPECIFICATIONS ARE THE PROPERTY OF ALLISON RAMSEY ARCHITECTS, INC. AND ARE TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. ANY REUSE OR MODIFICATION OF THIS PLAN OR SPECIFICATIONS WITHOUT THE WRITTEN CONSENT OF ALLISON RAMSEY ARCHITECTS, INC. IS STRICTLY PROHIBITED. THE ARCHITECT ASSUMES NO LIABILITY FOR THE ACCURACY OF THE INFORMATION PROVIDED HEREON. THE ARCHITECT DOES NOT WARRANT THAT THE INFORMATION PROVIDED HEREON IS COMPLETE, ACCURATE, OR UP-TO-DATE. THE ARCHITECT DOES NOT WARRANT THAT THE INFORMATION PROVIDED HEREON IS COMPLETE, ACCURATE, OR UP-TO-DATE. THE ARCHITECT DOES NOT WARRANT THAT THE INFORMATION PROVIDED HEREON IS COMPLETE, ACCURATE, OR UP-TO-DATE.

| | |
|------------|-----------|
| DATE: | 11/2/2025 |
| JOB NO. | 25652 |
| DWG. DT: | JMS |
| DWG. NAME: | 25652.DWG |

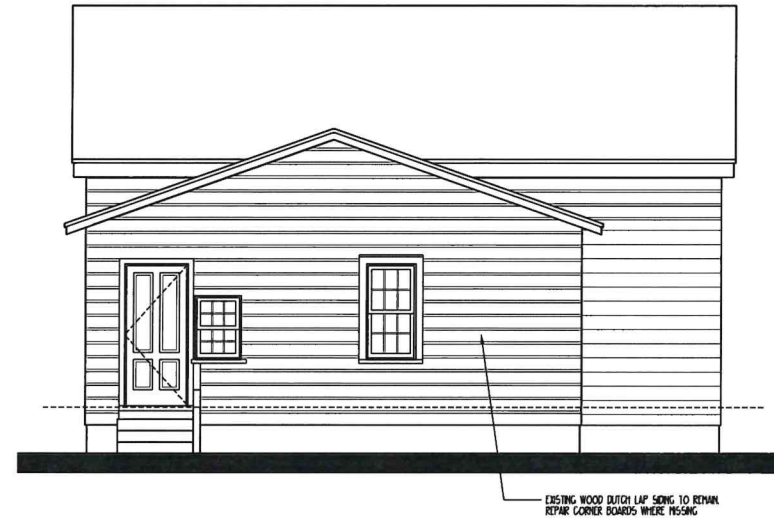




EAST SIDE - FIBER CEMENT SIDING



FIBER CEMENT SIDING CLOSE-UP



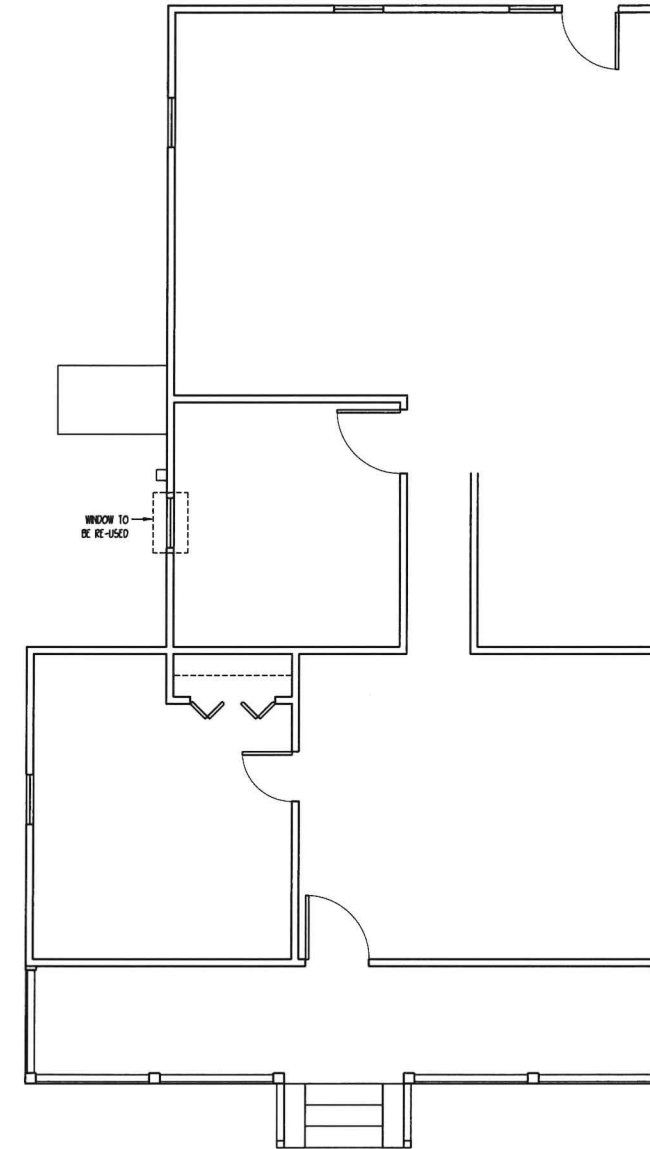
2 EXISTING REAR ELEVATION

SCALE: 1/4" = 1'-0"



1 EXISTING LEFT ELEVATION

SCALE: 1/4" = 1'-0"



EXISTING FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

| | |
|------------|------------|
| DATE: | 11/07/2025 |
| JOB NO. | 25632 |
| DRAWN BY: | JMAS |
| CHKD. BY: | |
| DWG. NAME: | 25632.DWG |

THIS PLAN WAS PREPARED TO MEET THE PROFESSIONAL STANDARDS AND PRACTICES OF THE ARCHITECTURE PROFESSION IN THE STATE OF SOUTH CAROLINA. IT IS THE RESPONSIBILITY OF THE PROFESSIONAL ARCHITECT TO VERIFY THE ACCURACY OF THE INFORMATION PROVIDED TO HIM OR HER BY THE CLIENT AND TO CONDUCT A REASONABLE INVESTIGATION OF THE INFORMATION PROVIDED TO HIM OR HER. THE ARCHITECT DOES NOT WARRANT OR GUARANTEE THE ACCURACY OF THE INFORMATION PROVIDED TO HIM OR HER BY THE CLIENT. THE ARCHITECT'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED BY HIM OR HER. THE ARCHITECT IS NOT RESPONSIBLE FOR THE ACTIONS OF ANY OTHER PROFESSIONAL OR NON-PROFESSIONAL PERSONS WHOSE SERVICES ARE USED IN CONNECTION WITH THIS PROJECT. THE ARCHITECT'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED BY HIM OR HER. THE ARCHITECT IS NOT RESPONSIBLE FOR THE ACTIONS OF ANY OTHER PROFESSIONAL OR NON-PROFESSIONAL PERSONS WHOSE SERVICES ARE USED IN CONNECTION WITH THIS PROJECT.

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Beaufort, SC 29902
(843) 964-0559
www.alisonramseyarchitect.com

GOODE RESIDENCE
25652
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City of Beaufort
Department Request for Historic District Review Board Agenda Item

To: Historic District Review Board **Date:** 11/03/2025
From:
Item Name: Historic District Review Board (HDRB) Brochure.
Meeting Date: November 12, 2025
Department: Community Development Department

Background Information:

Introduction:

Background:

Legal Authority:

S.C. Code Ann. § 6-29-310 et seq. Comprehensive Planning Enabling Act

Staff Recommendation:

Placed on Agenda For:

Attachments:

1. HDRB Brochure_Agenda Packet_FINAL

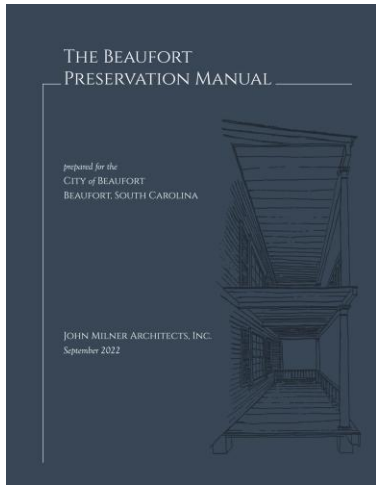
DISCUSSION ITEM

A. Historic District Review Board (HDRB) Brochure



Discover the Bright Future of Our Historic District

CITY OF BEAUFORT
1911 BOUNDARY ST
BEAUFORT, SC 29902
(843) 525-7011
FAX (843) 986-5606



Dear Residents of the Historic District, exciting changes are transforming the way we preserve and enhance our cherished Historic District! The City has listened to your voices and is thrilled to share innovative updates that make it easier, faster, and more affordable to bring your projects to life while honoring our community's rich heritage. Here's what's new and why it's great news for you!

1. Streamlined Support: Historic District Technical Review Committee (HTRC)

Say hello to a smoother project approval process! Our new HTRC meets weekly with a team of professionals ready to guide you at any stage of your project—whether you're dreaming up a concept or fine-tuning final details. You'll receive expert advice, clear next steps, and personalized feedback, saving you significant time and money. From renovations to new builds, the HTRC is here to make your vision a reality with ease and efficiency.

2. Faster Approvals by Staff

Great news for smaller projects! Many items that once required lengthy Historic District Review Board (HDRB) approval are now handled by our dedicated staff in as little as one day to one week. This means less waiting, lower costs, and a faster path to bringing your ideas to life—all while maintaining the historic integrity of our district.

3. Standardized Materials for Cost-Effective Rehabs

Renovating in the Historic District just got smarter and more affordable! The HDRB has adopted standard materials for windows, roofs, and other key elements, ensuring consistency and quality. These standards provide certainty, reduce costs, and make historic rehabilitations more efficient, so you can focus on creating spaces that shine while preserving our district's timeless charm.

4. Your Voice Matters: The Historic District Task Force

We're empowering you to shape the future of our Historic District! The City has established a new Historic District Task

Force, with a majority of representatives being residents like you. This group advises the City Council and staff on ways to improve the district, ensuring your ideas and priorities are at the heart of every decision. Together, we're building a vibrant, thriving community that honors its past and embraces its future.

Why This Matters to You!

These changes reflect our commitment to making the Historic District a place where creativity, preservation, and progress go hand in hand. Whether you're planning a home renovation, a business upgrade, or a community project, these updates mean:

- Less time waiting for approvals
- Lower costs for materials and processes
- More support from experts and your fellow residents
- A stronger voice in shaping our district's future

We're proud to call the Historic District home, and we're excited to work alongside you to keep it a vibrant, beautiful place for generations to come. Have a project in mind? Contact the HTRC cklement@cityofbeaufort.org, (843 525-7014) today to get started, or join the Historic District Task Force to share your ideas!

Let's Build a Bright Future Together!
For more information, visit cityofbeaufort.com or call 843-525-7014.





City of Beaufort
Department Request for Historic District Review Board Agenda Item

To: Historic District Review Board **Date:** 11/05/2025
From:
Item Name: Customer Satisfaction Survey Form
Meeting Date: November 12, 2025
Department: Community Development Department

Background Information:

Introduction:

Background:

Legal Authority:

S.C. Code Ann. § 6-29-310 et seq. Comprehensive Planning Enabling Act

Staff Recommendation:

Placed on Agenda For:

Attachments:

1. Customer Satisfaction Survey Form_Agenda Packet_FINAL

DISCUSSION ITEM

B. Customer Satisfaction Survey Form



CITY OF BEAUFORT
Community Development Department
1911 BOUNDARY STREET
BEAUFORT, SC 29902
(843) 525-7011
FAX (843) 986-5606

Customer Service Survey

1. How satisfied were you with the guidance provided by the HTRC during your project review process?
- Very Satisfied
 - Satisfied
 - Neutral
 - Dissatisfied
 - Very Dissatisfied

Examples:

- Very Satisfied: "The HTRC provided clear, professional advice that made the process smooth and understandable."
- Satisfied: "The guidance was helpful, though I'd appreciate more detailed feedback on specific steps."
- Neutral: "The support was adequate, but the process felt a bit overwhelming at times."

2. How would you rate the speed of the approval process for your project (either by staff or HDRB)?
- Extremely Fast
 - Fast
 - Average
 - Slow
 - Very Slow

Examples:

- Extremely Fast: "My project was approved by staff in just a couple of days."
- Fast: "The approval came through quicker than expected, within a week."
- Average: "The process took about as long as I anticipated, but it wasn't too bad."

3. How clear and accessible were the standardized material guidelines (e.g., for windows, roofs) provided for your project?
- Very Clear
 - Clear
 - Neutral
 - Unclear
 - Very Unclear

Examples:

- Very Clear: "The guidelines were easy to understand and helped me choose affordable materials."
- Clear: "The standards were mostly clear, though a few examples would have helped."
- Neutral: "I understood the guidelines, but they felt a bit restrictive for my project."

4. How valued did you feel as a resident during your interactions with the HTRC or HDRB staff?
- Extremely Valued



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- Valued
- Neutral
- Undervalued
- Not Valued

Examples:

- Extremely Valued: "The staff listened to my concerns and made me feel like my project mattered."
- Valued: "I felt respected, though I wish there had been more personal engagement."
- Neutral: "The interactions were professional but felt a bit impersonal at times."

5. How likely are you to recommend the HTRC/HDRB process to another resident or business owner in the Historic District?

- Very Likely
- Likely
- Neutral
- Unlikely
- Very Unlikely

Examples:

- Very Likely: "The process was efficient and supportive—I'd tell anyone to do it."
- Likely: "It's a good process overall, and I'd recommend it with some tips for navigating it."
- Neutral: "It depends on the project; it worked for me, but it might not work for everyone."

6. What could we do to improve your experience with the HTRC/HDRB process? (Open-ended)

Thank You for Your Feedback!

Your responses help us make the Historic District project review process better for everyone. Please submit this form to cklement@cityofbeaufort.org/cfreese@cityofbeaufort.org or to the front counter of the Community Development Department. Together, we're building a stronger, more vibrant Historic District!

Sincerely,

The City of Beaufort