



AMENDED

MEETING AGENDA

The City of Beaufort

HISTORIC DISTRICT REVIEW BOARD

Wednesday, January 14, 2026, 2:00 P.M.

City Hall, Council Chambers, 2nd Floor – 1911 Boundary Street, Beaufort, SC

Please click the link below to access the webinar:

<https://us02web.zoom.us/j/84145956043?pwd=qaW3EVAebyEuUUopaR5CtYQVg5jRjd.1>

Password: 082813 Meeting ID: 841 4595 6043 Call in Phone #: +1 929 205 6099

STATEMENT OF MEDIA NOTIFICATION: “In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.”

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

Note: A project will not be reviewed if the applicant or representative is not present at the meeting.

I. Call to Order:

II. Review of Minutes:

A. November 12, 2025, Meeting Minutes

B. December 10, 2025, Meeting Minutes

III. Applications:

A. 1705 Duke Street, PIN R120 003 000 0788 0000, new construction

Applicant: Jeremiah Smith, Allison Ramsey Architects

The applicant is requesting final approval for a new 2-story single-family residence with guest house.

IV. Old Business:

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

The applicant is requesting approval for post-installation for HVAC unit(s) on the side of the building.

V. Election of a Historic Task Force Representative

VI. HDRB Training Session Discussion

VII. Adjournment



Historic District Review Board Meeting Minutes – November 12, 2025

CALL TO ORDER

0:52

A meeting of the Historic District Review Board was held in-person on Wednesday, November 12, 2025 at 2:00 pm.

ATTENDEES

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

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, and Meadors Architects.

REVIEW OF MINUTES OF OCTOBER 8, 2025

1:10

Motion: Mr. Woods made a motion to approve the October 8, 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

1:39

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

The applicant is requesting approval for post-installation approval for HVAC unit(s) on the side of the contributing 2-story frame commercial building.

Christopher Kelement presented his staff report.

Public Comment:

George O'Kelly, adjacent property owner, stated he owns most of the property to the east of 723 Bay Street going towards Carteret Street. There is already a mega HVAC unit on his side which was part of a previous handshake agreement with the owner, Paul Schwartz, as far as installing that unit on his land on top of signing a service easement agreement with Dick Stewart. If the Board disapproves what is on the Scott Street side, and advises the applicant to put it on his side, since he

is not going to give anyone access to his property anymore, since he's had previous issues.

Lise Sundrla, Historic Beaufort Foundation (HBF) Director, stated this situation is unfortunate but the Preservation Committee felt very strongly that the applicant needs to follow the Codes and the Preservation Manual Guidelines. It's a very prominent visible side of the building.

Public comment closed.

Motion: Mr. Woods made a motion to table the project. Ms. Petrella seconded the motion. The motion passed unanimously.

1203 Prince Street, PIN R120 004 000 0494 0000, new construction

45:45

Applicant: Labi Kryeziu, LK Advantage

The applicant is requesting final approval for a new 2-story duplex + garage/ADU.

Nick Navia presented his staff report.

Public Comment:

Lise Sundrla, Historic Beaufort Foundation (HBF) Director, said the area is mostly 1 and 1.5 story structures. The Preservation Committee is not against the 2-story concept, but if the applicant could minimize it that would be good. Regarding the gable, HBF suggested doing away with the boxed gable and do a short return. Ms. Sundrla rereferred to the photos from the 1960's.

Martha Spears reside at 1201 King Street stated she is concerned with the current Short Term Rentals (STRs) and worried this project will include STRs as well. She is also concerned about the parking associated with STRs. She commented this project is not in The Bluff as stated in the staff report, but in the Northwest Quadrant.

Public comment closed.

Motion: Mr. Woods made a motion to approve the project and agree with staff's recommendations as written in the Staff Report's Findings and Recommendations section. In addition, remove the closed gable and restudy the gable returns; restudy the window placements particularly on the public realm side; and at the next meeting have better graphics and represent again the site conditions, grading, finished floor elevations so we understand what the foundation exposures are and if staff deems appropriate, once we get that then they would need to review just the monolithic slab versus implied piers. If implied piers are needed, it is recommended that the Board would agree with this at the next submittal. Also, applicant needs to restudy the scale of the gable porch to see if there is a better solution that's more appropriate for this home and the context of the neighborhood.

Ms. Petrella seconded the motion. The motion passed unanimously.

1:22

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

The applicant is requesting conceptual approval for a new 2-story single-family residence.

Christopher Klement presented his staff report.

Public Comment:

Lise Sundrla, Historic Beaufort Foundation (HBF) Director, stated when the applicant reduced the slope, it emphasized the widows walk more. There are some successful elements in the project that helps minimize the scale of it. She referred to the west elevation and feels it doesn't really work and appears much more massive. The East elevation works more successfully. Overall, HBF supports the project conceptually but sees some areas for tweaking and more minimization of the scale of the structure and does not support the idea of the widows walk.

Public comment closed.

Motion: Ms. Wilson made a motion to approve with staff recommendations and for the applicant to restudy the slope of the roof and to keep it at a 10:12 pitch. Mr. Woods seconded the motion. The motion passed unanimously.

2:05

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

The applicant is requesting approval of a proposed bathroom addition to existing 1-story house.

Christopher Klement presented his staff report.

Public Comment:

Lise Sundrla, Historic Beaufort Foundation (HBF) Director, stated the addition will be nice and not obtrusive and won't harm the structure.

Public comment closed.

Motion: Mr. Woods made a motion to approve the project per the staff report with the following conditions:

- Staff Report #1 & #2 to be stricken
- Staff Report #3, new windows to match the existing
- Staff Report #4, add stucco finish on the CMU foundation

Ms. Wilson seconded the motion. The motion passed unanimously.

- E. **COA Extension Letter, Munson/Wilmington/Harrington Redevelopment Project**

Curt Freese stated the project Justice Square was approved by the Historic District Review Board

(HDRB) and the Certificate of Appropriateness (COA) is going to expire on November 23, 2025 and the applicant is asking for a one-year extension of the COA. There are no changes proposed.

Public Comment:

Lise Sundrla, Historic Beaufort Foundation (HBF) Director, stated last time she spoke with Mr. Wheeler, he was proposing to reduce the number of units on the section between Harrington and Wilmington which may change the design.

Jeremiah Smith stated it's not final yet, but it's possible due to the SC Housing requirements. The design should not change due to the loss of some units.

Public comment closed.

Motion: Mr. Woods made a motion to approve the one-year extension to the project. Ms. Petrella seconded the motion. The motion passed unanimously.

A. **Historic District Review Board (HDRB) Brochure**

2:19

Curt Freese stated a Historic District Review Board (HDRB) Brochure was created in connection with the Vice-Chairman, Mr. Berman's, request about the process being more visible and how it can be improved. This can be sent out to all the residents in the historic district.

B. **Customer Satisfaction Survey Form**

Curt Freese stated the Customer Satisfaction Survey Form was also an idea of the Vice-Chairman, Mr. Berman. The goal is to bring back the data to the Board. Ms. Wilson suggested on #5 of the survey, it be rephrased (i.e.: how is the process for you?).

ADJOURNMENT

2:36:19

Ms. Wilson made a motion to adjourn seconded by Mr. Woods. The meeting ended at 4:36 pm.



Historic District Review Board Meeting Minutes – December 10, 2025

CALL TO ORDER

1:07

A meeting of the Historic District Review Board was held in-person on Wednesday, December 10, 2025 at 2:05 pm.

ATTENDEES

Members in attendance: Eric Berman, (Vice-Chair), Kim Petrella, and Rita Wilson was late.

Members absent: Mike Sutton (Chair) and Grady Woods.

Staff in attendance: Curt Freese, Community Development Director, Christopher Klement, Community Development Planner III, Nick Navia, Community Development Planner I, and Meadors Architects.

REVIEW OF MINUTES OF NOVEMBER 12, 2025

1:24

Vice-Chairman Berman stated that the minutes from the November 12, 2025 meeting will be tabled until the next board meeting.

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

1:47

A. **811 Congress Street, PIN R120 004 000 104 0000**, New Construction.

Applicant: Larry Homan, owner

The applicant is requesting approval final approval for new construction of a duplex and detached carriage house.

Christopher Kelement presented his staff report.

Public Comment:

Lise Sundrla, Historic Beaufort Foundation (HBF) Executive Director, stated Mr. Holman met with HBF that previous Friday. HBF and its Preservation Committee felt that the west elevation looked good, but the east elevation not so successful. Ms. Sundrla suggested that the applicant speak with the board about being able to add some additional voids. Regarding the carriage house, Ms. Sundrla suggested adding more additional windows on those two blank facades so it would be more compatible with the new house. Furthermore, she expressed her concern that the main house and the carriage house seemed

very similar in height. Parking is also a concern and should be worked out with staff.

Stacey Applegate resides at 1301 Greene Street and said she has been talking to Mr. Holman on his project and feels it looks like he has done everything the Board had asked him to do as a result of the previous HDRB meeting on Sept. 10, 2025 and that Mr. Holman has resolved all staff recommendations, especially in regards to the roof. Ms. Applegate asked that the Board to grant final approval for his project.

Public comment closed.

Motion: Ms. Wilson made a motion to grant final approval with the following conditions: All the staff conditions are met and that at the next Board meeting, specific specification sheets on items such as exterior paint color(s), fixtures, and materials to be presented.

Ms. Petrella seconded the motion. The motion passed unanimously.

Ms. Wilson asked about the outcome of the colors on 506 Craven Street. Mr. Klement said he shared the pictures from the site visit with the board members. The only color that was changed was the foundation wall color from a hail navy blue color to a more Charleston green color because of the vegetation being so close to the ground in that area. The applicants also worked with the neighbors and they liked the new color. A final Certificate of Appropriateness was issued.

ELECTION OF BOARD MEMBERS FOR TASK FORCE

1:05:21

The Historic District Task Force is a new permanent advisory board formed by City Council to advise on any changes in the Historic District related to a number of issues. It shall be comprised of one member from the Historic District Review Board, the Planning Commission, the Freedman’s Art District, a member of the Historic Beaufort Foundation (HBF), and five at large members who actively reside in the Beaufort Historic District (HD) with at least two members who reside with the Northwest Quadrant neighborhood of the HD.

Vice-Chairman Berman stated that the election will be tabled until the next board meeting.

BOARD MEETING SCHEDULE FOR 2026

1:07:35

Ms. Wilson noticed that November 11, 2026, is Veterans’ Day. Staff and the board agreed to reschedule the November 11 meeting to November 18. Also, the according deadline date needed to be changed too.

Mr. Berman suggested making minor changes to the 2026 schedule. He suggested changing “Deadline Date” to “Submittal Date”, change the “Meeting Schedule” to “HRB Meeting Schedule” and putting this column on the left-hand side of the table and the actual meeting dates on the right-hand side.

Mr. Freese let the board members know that starting in 2026 staff will be accepting only digital submittals and no hardcopies any longer. Mr. Freese also let the board members know that staff was in the midst of changing over to the EnerGov permitting software system and that this should be up and running.

DISCUSSION

1:47

Discussion on setting a date for a proposed HDRB/HBF Training Workshop (January/February)

Mr. Freese said the agenda would include a staff presentation on easements, in combination with a tour of Habersham, including lunch and maybe a discussion on new infill developments.

Mr. Freese and the Board agreed that February 13, 2026, at 9:00am would be a suitable date for this. Mr. Freese agreed to send out a confirmation email to everyone.

Mr. Berman asked how he could get access to the newly compiled Historic District brochure and customer satisfaction survey that staff has been working on. Mr. Freese said the brochure/survey haven't been sent out yet, but that he would email the board members the revised version.

Ms. Wilson asked about the emails that had been sent out about fulfilling the 3-hours continued training requirements for Board members. Mr. Freese stated that Ms. Wilson would be the last individual to still have to complete the training by the end of 2025.

ADJOURNMENT

1:19:04

Ms. Wilson made a motion to adjourn seconded by Mr. Berman. The meeting ended at 3:19 pm.

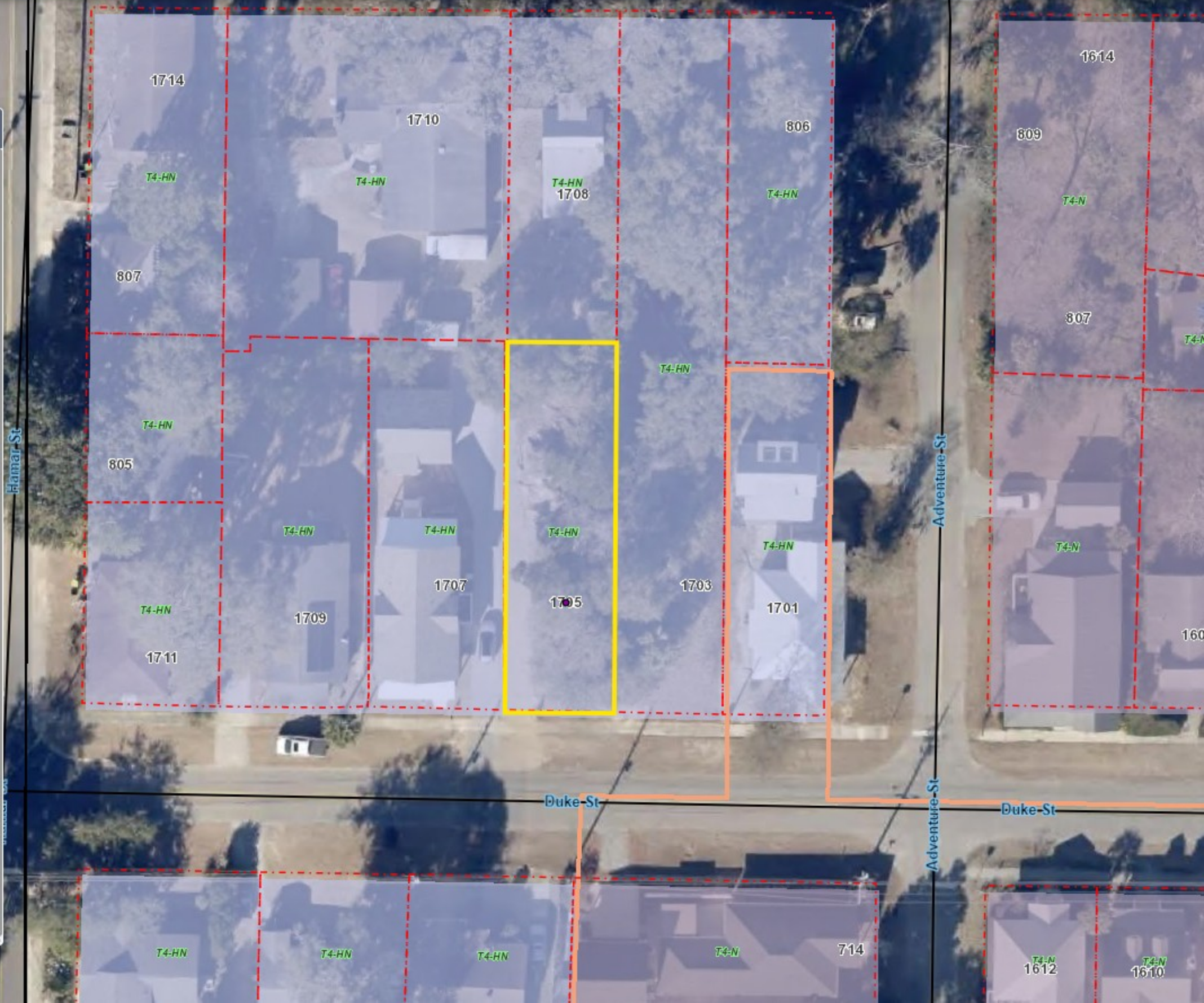
1705 DUKE STREET

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



Zoning Classification

- 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



40ft



Flood Zones [X]

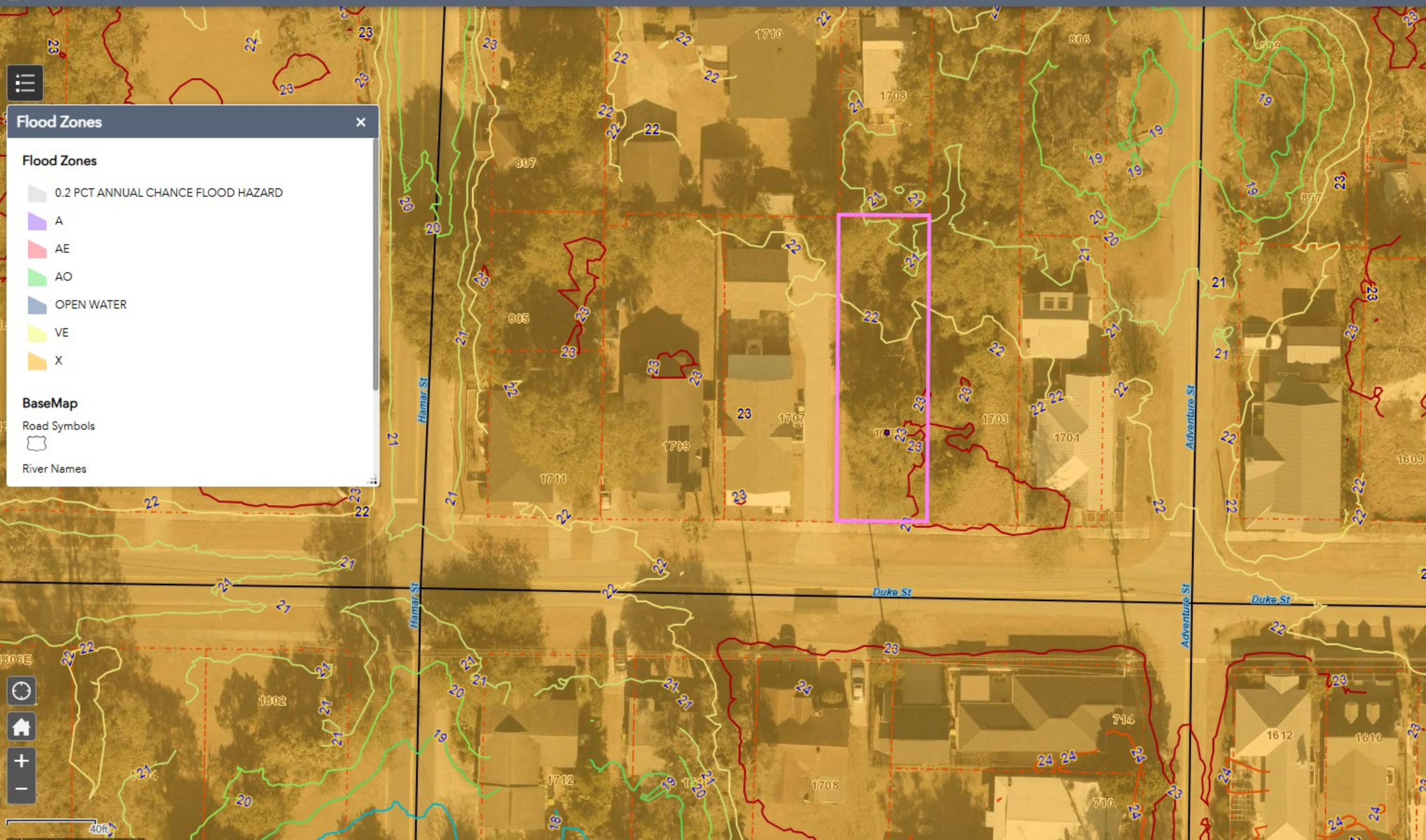
Flood Zones

- 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

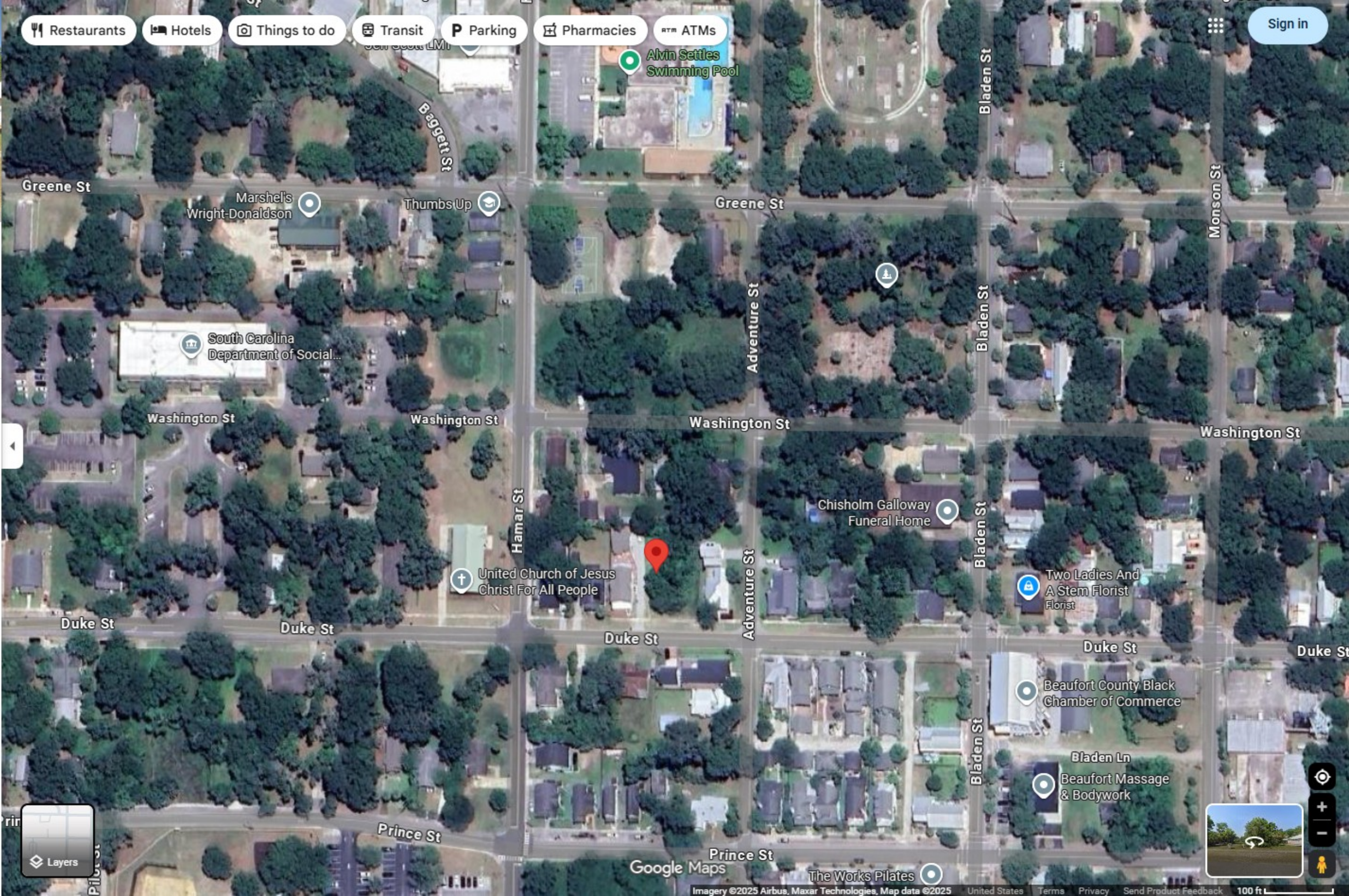
C8P9+HH Beaufort, South Carolina

Suggest an edit on 1705 Duke St

Add a missing place

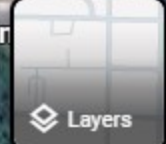
Add your business


Photos

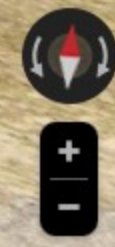
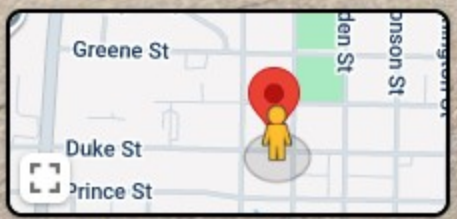


- Restaurants
- Hotels
- Things to do
- Transit
- Parking
- Pharmacies
- ATMs


Sign in



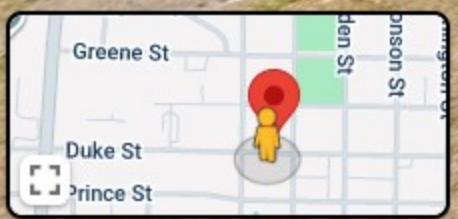
1705 Duke St ⋮
 Beaufort, South Carolina
 Google Street View
 Apr 2022 [See more dates](#)



1707 Duke St
 Beaufort, South Carolina

 Google Street View

Apr 2022 [See more dates](#)



From: [Jeremiah Smith](#)
To: [Nicolas Navia](#); [Julie Bachety](#); [development](#); [Christopher Klement](#); [Curt Freese](#)
Cc: [Maria Short](#)
Subject: Re: request
Date: Friday, January 2, 2026 2:16:06 PM
Attachments: [image001.png](#)
[living_fence.jpg](#)
[25376_1705 Duke St 12-19-26.pdf](#)
[GAF Timberline Natural Shadow 33.3-sq ft Slate Laminated Architectural Roof Shingles in the Roof Shingles department at Lowes.com.pdf](#)
[Livex Lighting - 20584 - Nyack - Three Light Outdoor Wall Lantern - 8.25 Inches wide by 17.5 Inches high.pdf](#)

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

Christopher & All,

Thank you for your assistance on this project (1705 Duke St) and all you are doing in our Historic District. I appreciated receiving the brochure in the mail about the continued streamlined support provided by staff.

I am hoping to get on the agenda for the January 14 HDRB for 1705 Duke St. I am attaching our drawings, cut sheets, and listing the colors & materials below. Please let me know what else you need.

Colors & Materials:

Body - Simply White (Benjamin Moore OC-117)

Trim - Chantilly Lace (Benjamin Moore OC-65)

Front Door - wood stained medium Walnut, w/ divides and spacer bars (spec attached)

Windows - Marvin Ultimate, white, w/ divides and spacer bars

Roof - Asphalt shingles "slate" color (spec attached)

Foundation screening - P.T. wood lattice Historic Charleston Green (DCR099)

Foundation & chimney - natural gray smooth stucco

(2) Lanterns at front door (spec attached)

Living fence (photo attached)

Thank you again and Happy New Year!

Jeremiah

Jeremiah W. A. Smith, Architect

Allison Ramsey Architects, Inc.

1003 Charles Street

Beaufort, SC 29902

Phone: 843-986-0559 Ext: 4

Email: jeremiah@allisonramseyarchitect.com

Schedule a meeting: <https://calendly.com/jeremiah-allisonramseyarchitect/30min>

On Mon, Nov 3, 2025 at 10:44 AM Jeremiah Smith <jeremiah@allisonramseyarchitect.com> wrote:



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

DECISION LETTER

November 14, 2025

Jeremiah Smith (Architect)

Via email: jeremiah@allisonramseyarchits.com

RE: (APP# 29617) 1705 Duke Street – New construction

Dear Mr. Smith:

On November 12, 2025, the City of Beaufort Historic District Review Board (HDRB) met to review your application for 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) on a vacant lot located at 1705 Duke Street. The HDRB voted to grant conceptual approval to your application based on following staff recommendations:

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. Recommendation to remove proposed widow's walk feature on top of the roof and as a result, restudy western elevation to better match with the eastern elevation.
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 HDRB 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. HDRB has furthermore approved a motion that includes the recommendation to restudy the slope of the roof between a 12/12 and 10/12 pitch. Staff would recommend to present a comparison between the two slope scenarios for the next HDRB Meeting for final approval. **(the change to a 10:12 slope already has been implemented with the latest HDRB submission).**
5. Applicant to provide a design for the fence at a future meeting.

Jeremiah Smith

November 14, 2025

6. Applicant to label all materials and provide detail drawings, including:
 - a. Door details
 - 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:
 - a. Windows
 - b. Exterior doors
 - c. Garage doors
 - d. Exterior lighting/fans
 - e. Columns/railings if not wood
 - f. Paint colors for all exterior elements

NOTE: Selections must be circled on each cutsheet.

If you have any questions, feel free to call the Community Development Department at 843-525-7011.

Sincerely,

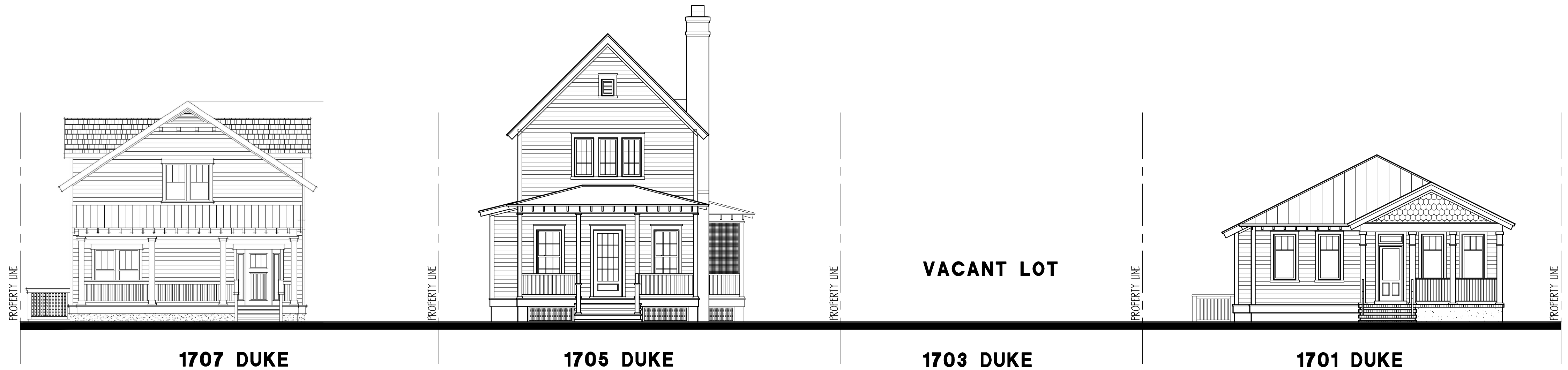


Mike Sutton, Chairman
Historic District Review Board

cc: file copy

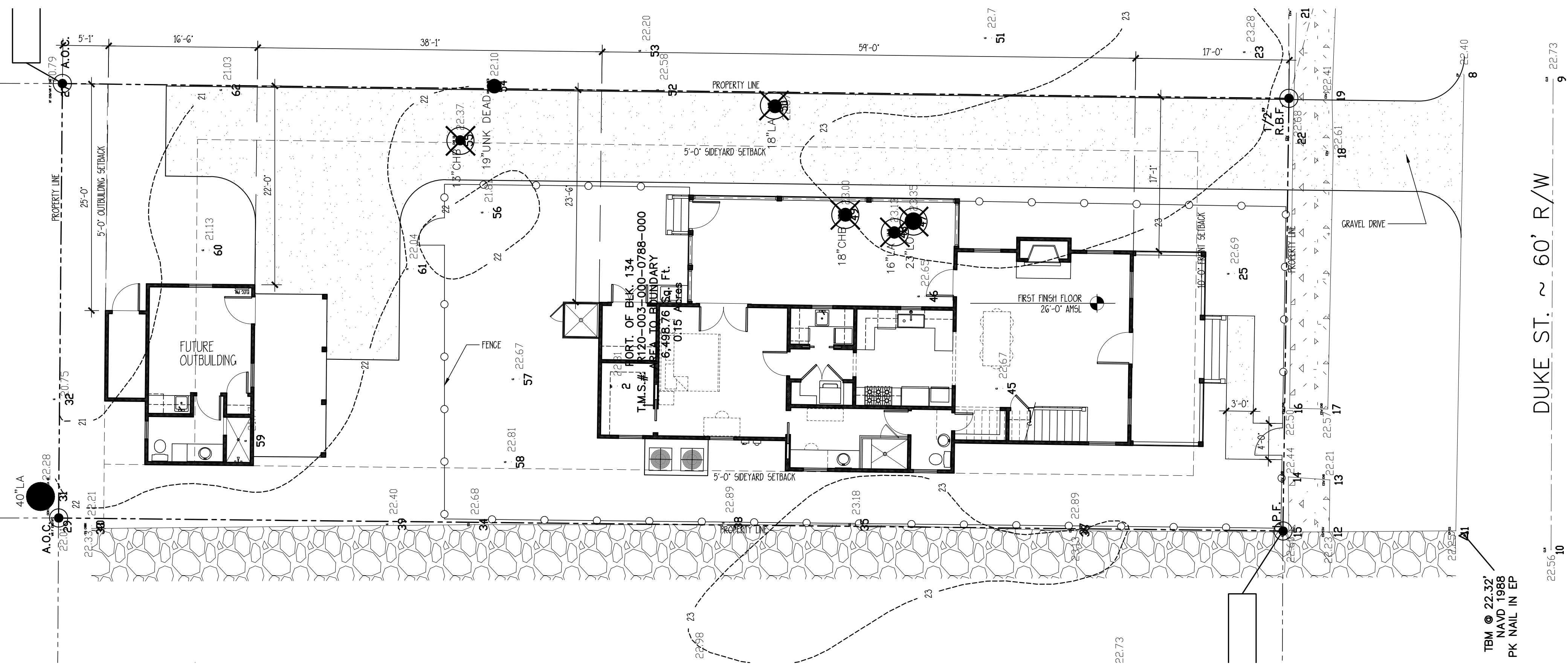
TREE LEGEND		
CODE	COMMON NAME	BOTANICAL NAME
PNS	PINE SHORLEAF	Pinus echinata
PNL	PINE LONGLEAF	Pinus palustris
LO	LIVE OAK	Quercus virginiana
O	OAK	Quercus spp.
MAG	SOUTHERN MAGNOLIA	Magnolia grandiflora
PA	PALMETTO	Sabal palmetto
SUB	SUGARBERRY	Celtis laevigata
EL	ELM	Ulmus spp.
HI	MOCKERNUT HICKORY	Carya spp.
BAY	BAY MAGNOLIA	Gordonia spp.
MY	WAX MYRTLE	Myrica cerifera
CH	BLACK CHERRY	Prunus spp.
CE	EASTERN RED CEDAR	Juniperus virginiana
TA	CHINESE TALLOW-TREE	Sapinum 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	Lagerstroemia indica
FR	FRUIT TREE	
MP	MAPLE	Morus 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
MM	MIMOSA TREE	Albizia julibrissin
WHO	WHITE OAK	Quercus alba
TO	TURKEY OAK	Quercus cerris
RO	RED OAK	Quercus rubra
HOL	HOLLY	Aquifoliales
WIL	WILLOW TREE	Salix alba
TU	TUPELO	Nyssa yunnanensis
CHB	CHINABERRY	Melia azedarach
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.



DUKE STREET CONTEXT STREETScape

SCALE: Not to Scale



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 LIE 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
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IMPERVIOUS COVERAGE

LOT SIZE = 6,491 S.F.
HOUSE FOOTPRINT = 1,651 S.F.
GUEST HOUSE = 429 S.F.
TOTAL IMPERVIOUS = 2,080 S.F.
IMPERVIOUS PERVIOUS ON LOT = 32%
PERVIOUS DRIVEWAY = 1,718 S.F.

⊗ DENOTES TREE TO BE REMOVED

SITE PLAN

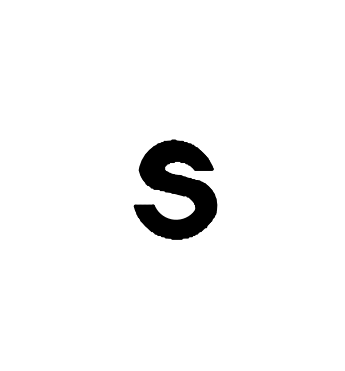
NOTE: CONTRACTOR TO VERIFY ALL PROPERTY LINES, SETBACKS, EASEMENTS, FEMA REQUIREMENTS, AND TREE SIZES AND LOCATIONS PRIOR TO CONSTRUCTION.
NOTE: COORDINATE ALL WALLS, DRIVEWAY, PARKING, AND FENCES WITH LANDSCAPER.
NOTE: ALL HEIGHTS AND DIMS SHOWN ARE BASED ON REFERENCE SURVEY INFORMATION. ALL TO BE VERIFIED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

1705 DUKE STREET
BEAUFORT, SOUTH CAROLINA

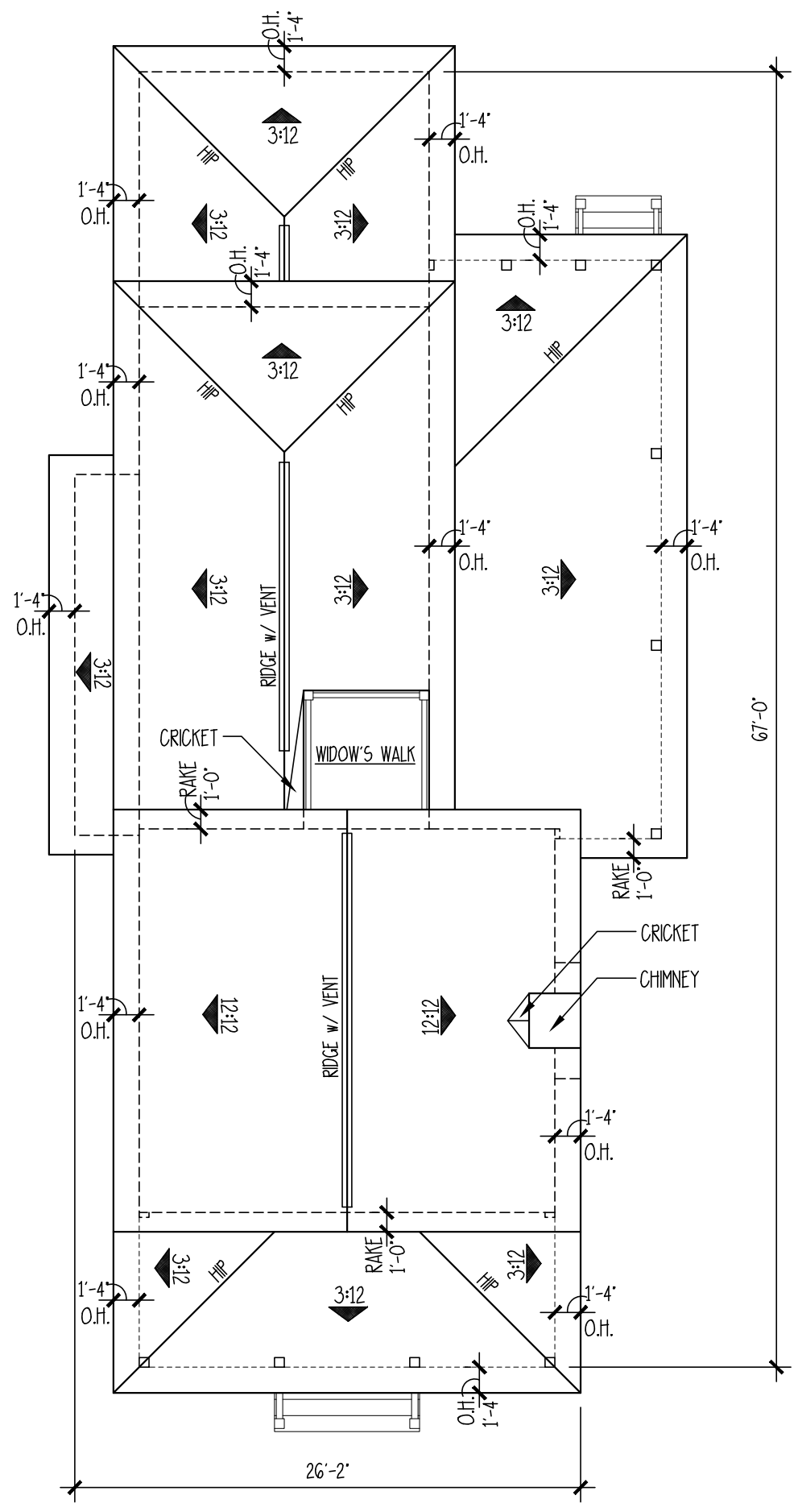
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DATE:	12/19/2025
JOB NO.:	25376
DRAWN BY:	JW
DWG. NAME:	25376.DWG

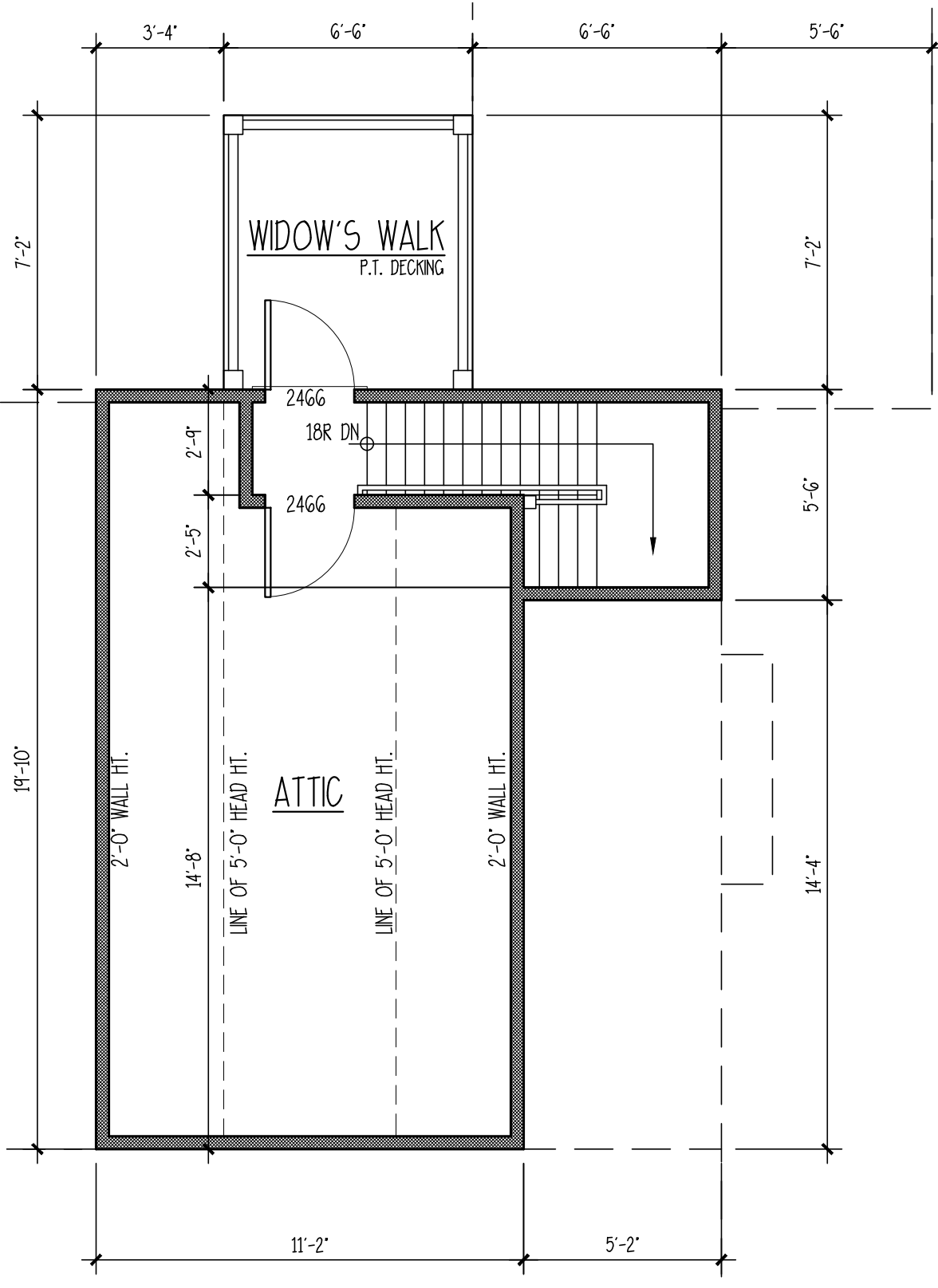


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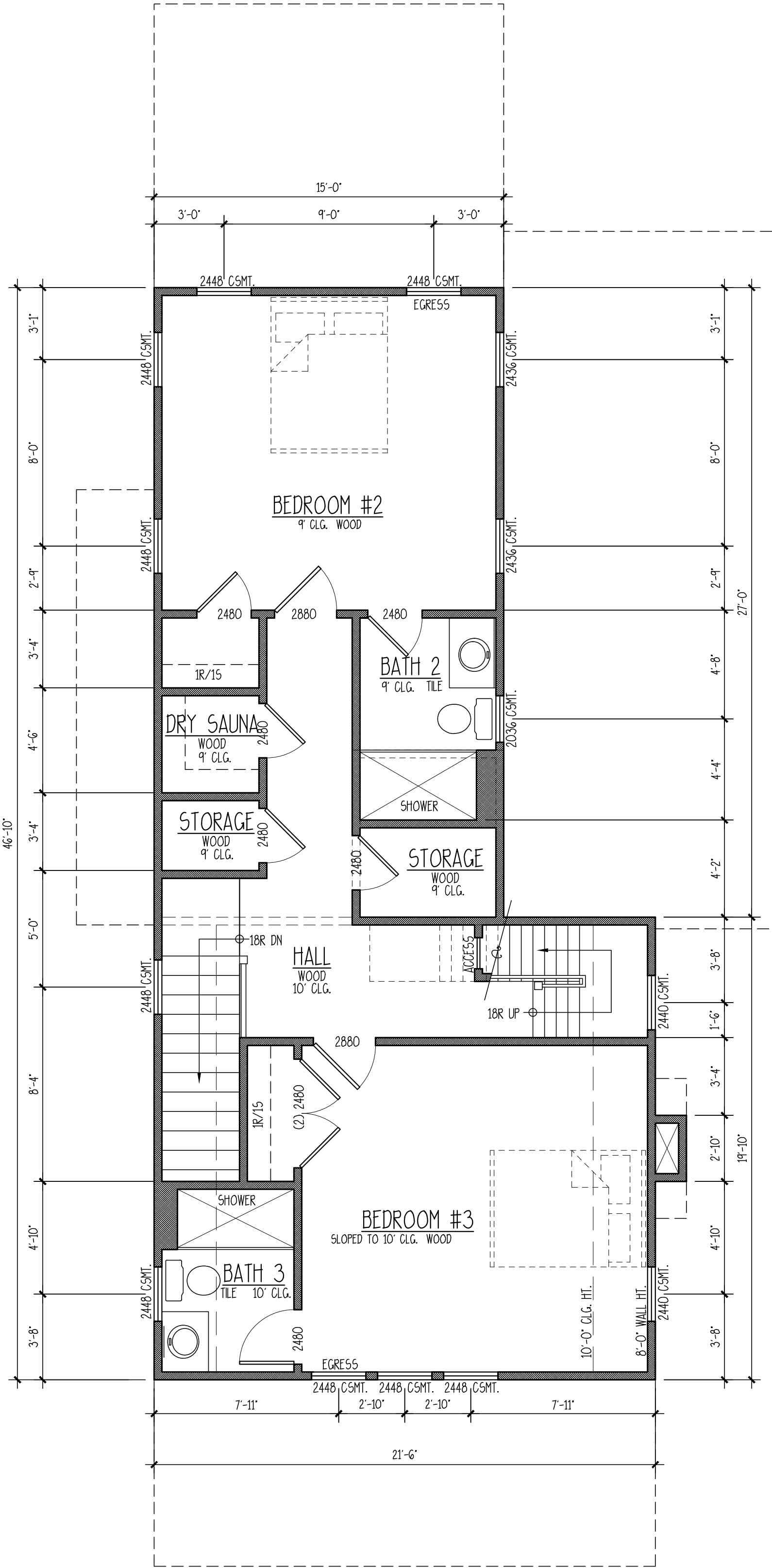


ROOF PLAN
 **NOTE: EXHAUST VENTS (PLUMBING OR OTHERWISE) NEED TO BE LOCATED AS INCONSPICUOUSLY AS POSSIBLE. ROOF PENETRATIONS NEED TO BE KEPT TO A MINIMUM (COVERED WHEN POSSIBLE). ROOF / WALL PENETRATIONS MUST BE PAINTED TO MATCH SURROUNDING COLOR.

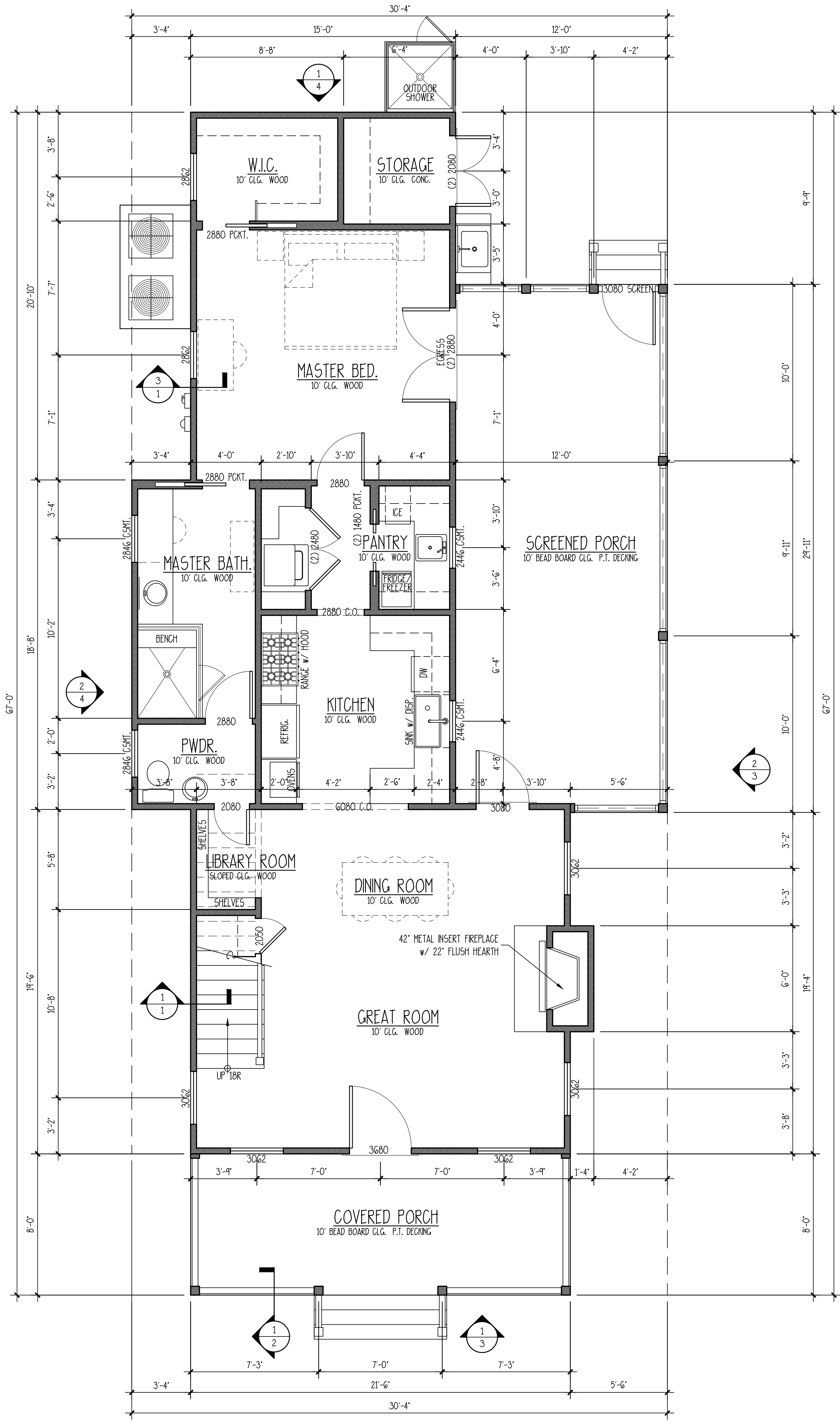
SCALE: 1/8" = 1'-0"



WIDOW'S WALK
 SCALE: 1/4" = 1'-0"



SECOND FLOOR PLAN
 SCALE: 1/4" = 1'-0"



FIRST FLOOR PLAN
 SCALE: 1/4" = 1'-0"

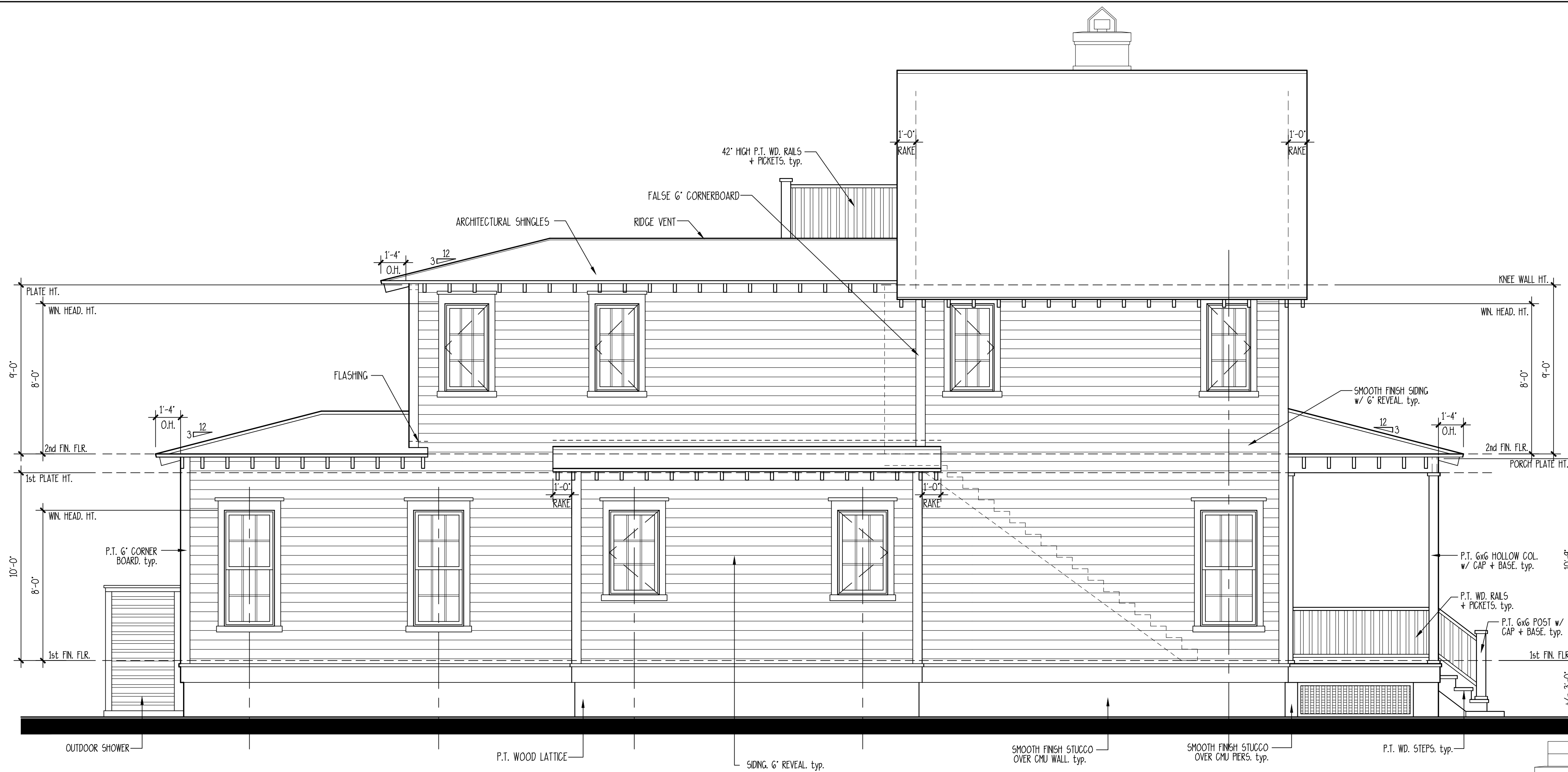
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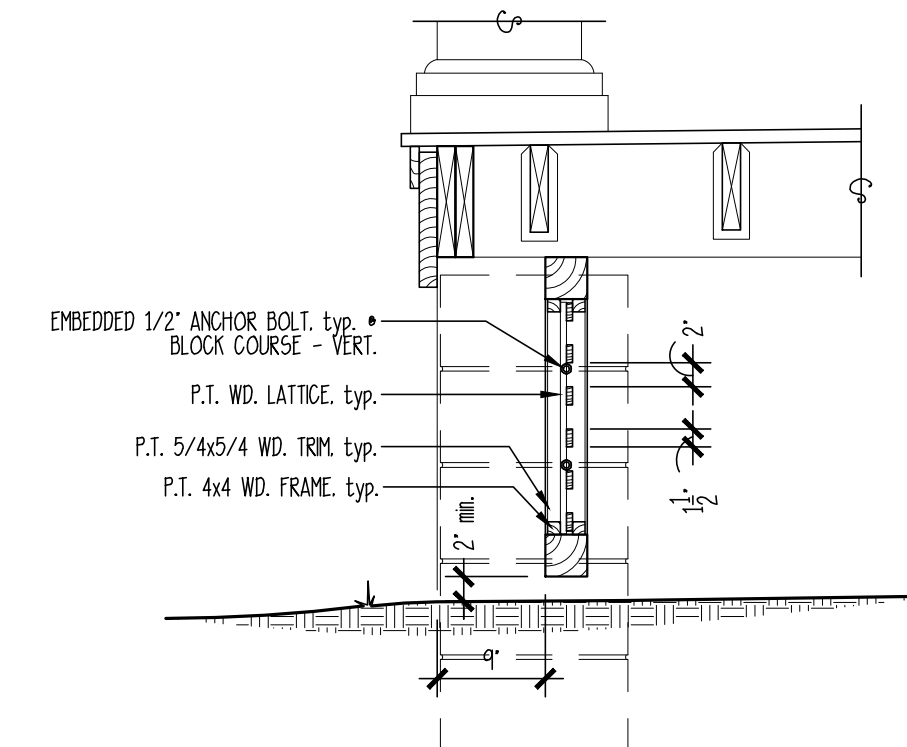
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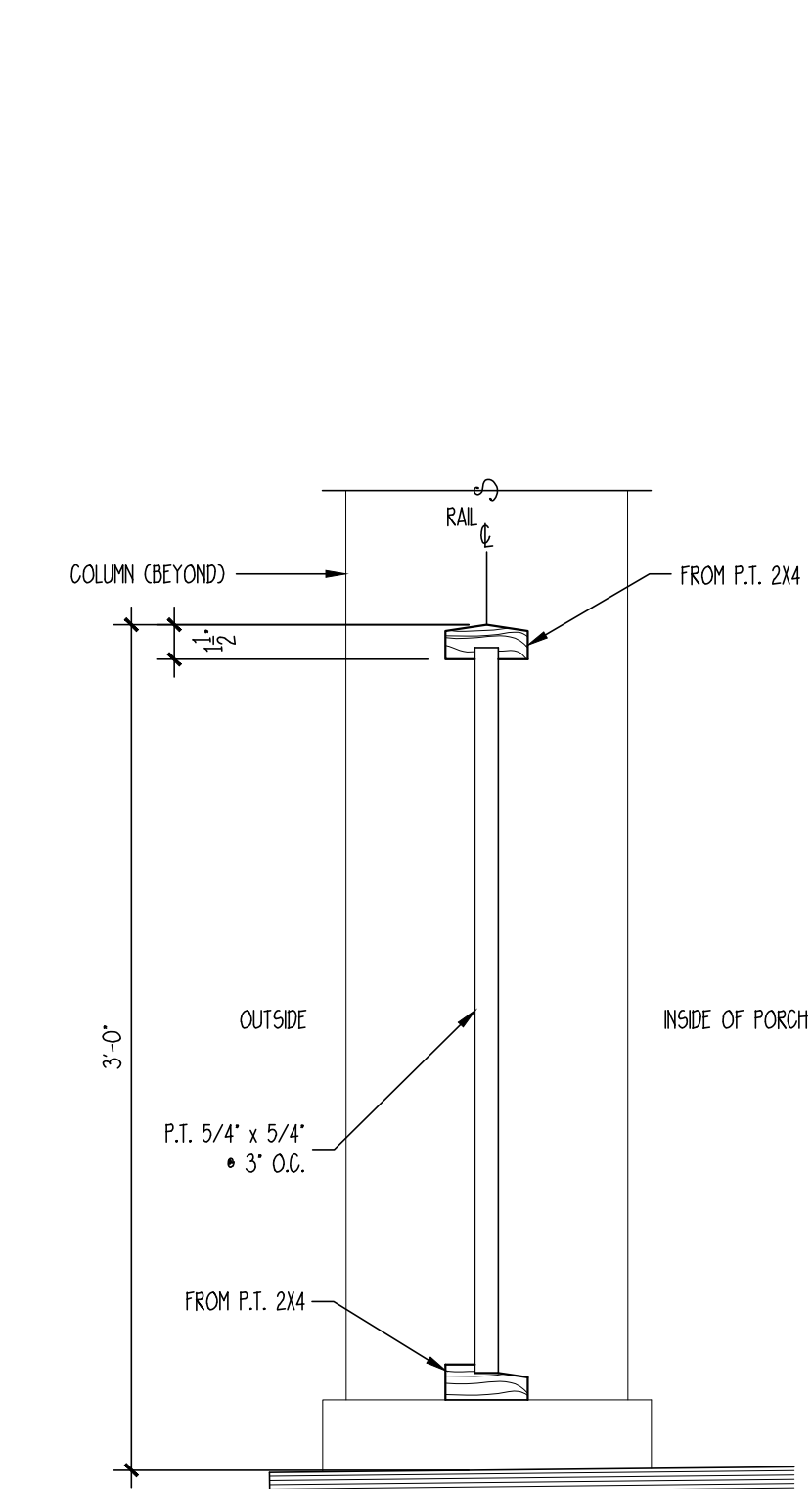
2 WEST ELEVATION

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



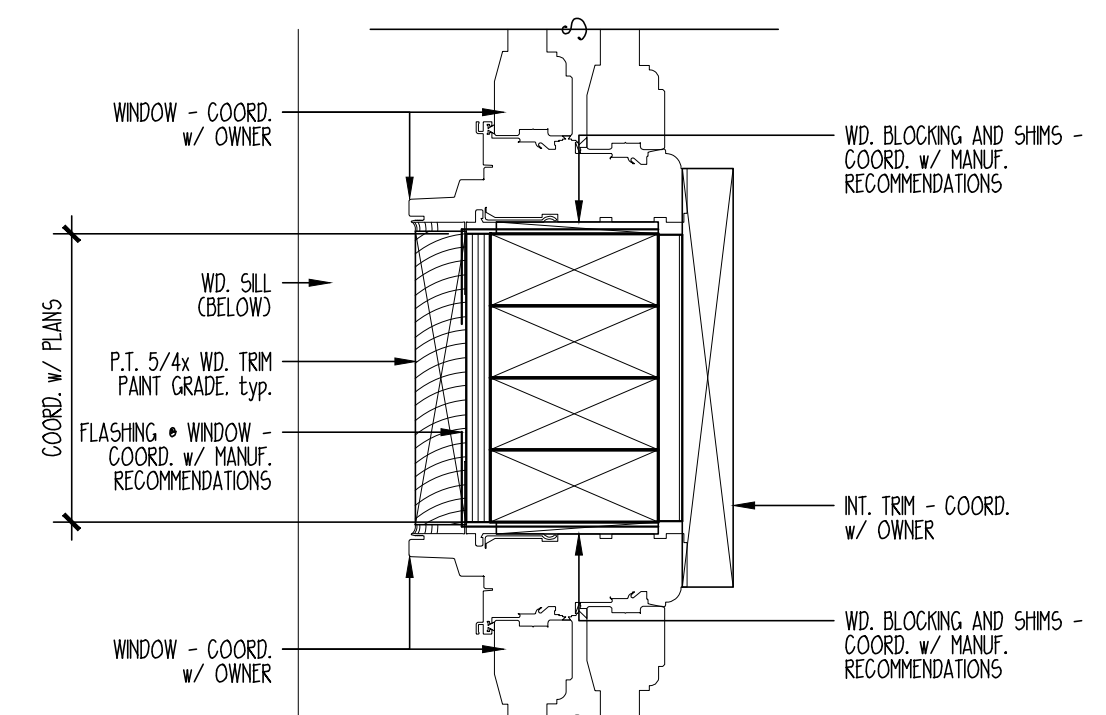
3 WD. SCREENING DETAIL

SCALE: 3/4" = 1'-0"



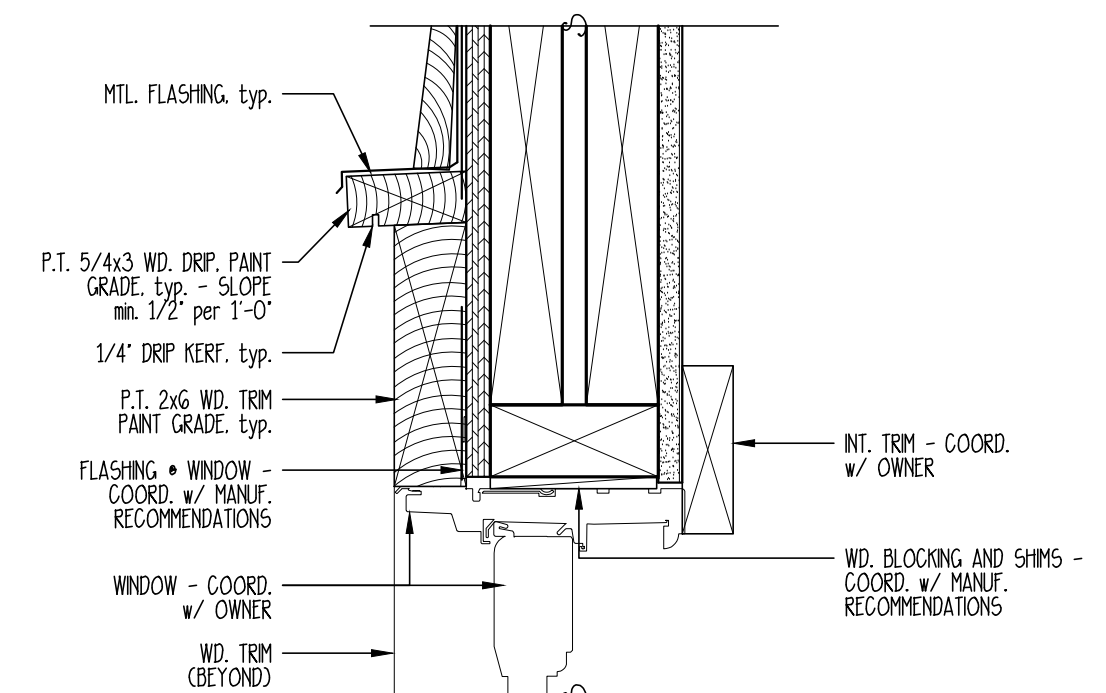
8 PICKET & RAIL DETAIL

SCALE: 1 1/2" = 1'-0"



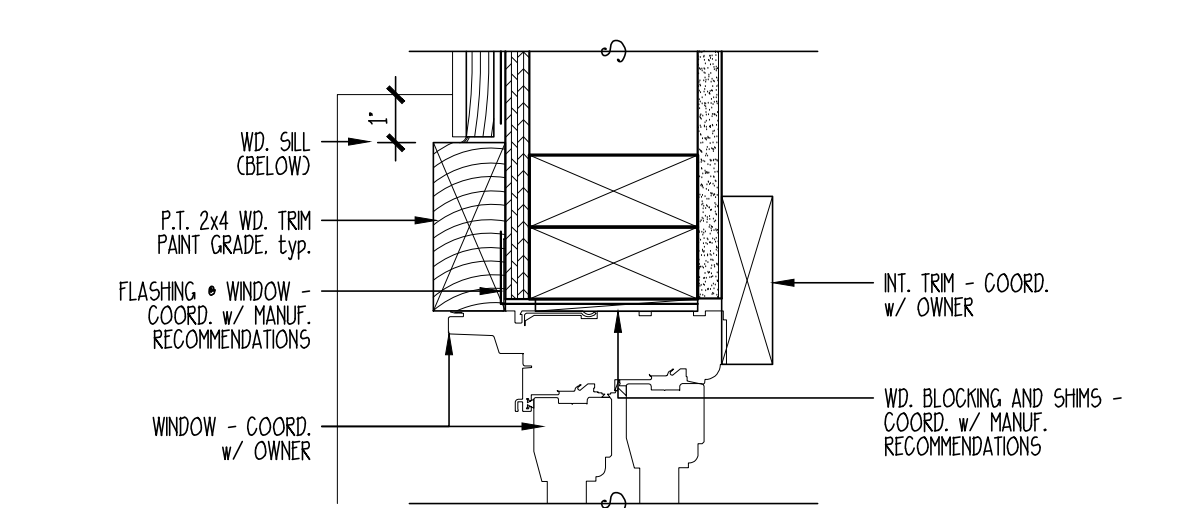
7 TYPICAL WINDOW JAMB & MULL

SCALE: 3" = 1'-0"



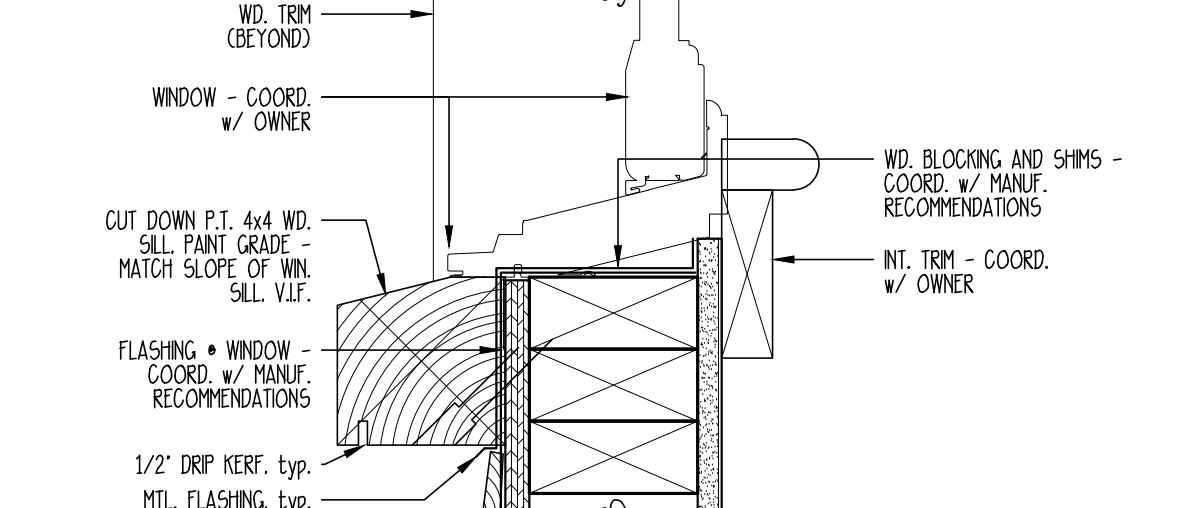
6 TYPICAL WINDOW & DOOR HEAD

SCALE: 3" = 1'-0"



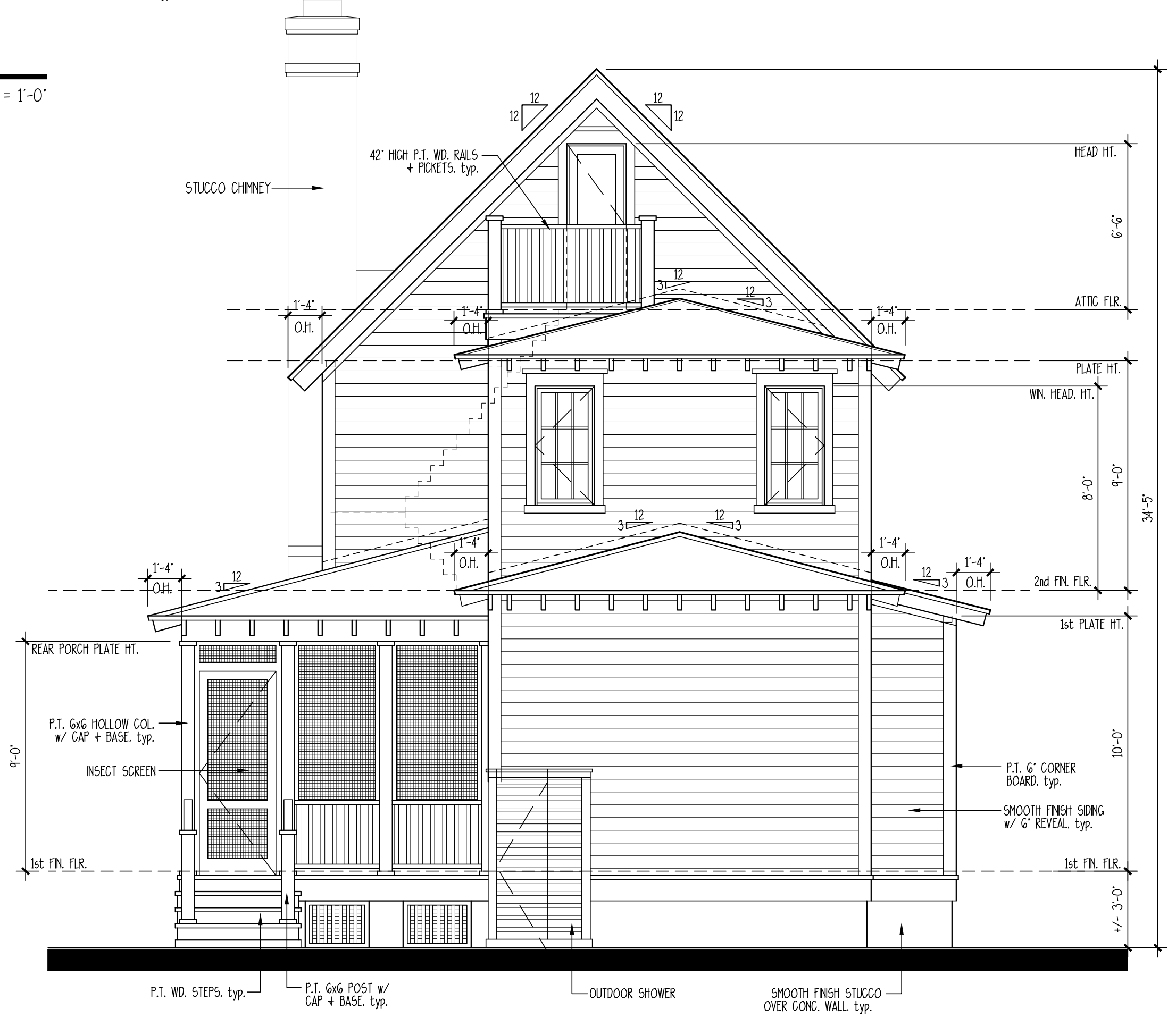
5 TYPICAL WINDOW & DOOR JAMB

SCALE: 3" = 1'-0"



4 TYPICAL WINDOW SILL

SCALE: 3" = 1'-0"



1 NORTH ELEVATION

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

1705 DUKE STREET
BEAUFORT, SOUTH CAROLINA

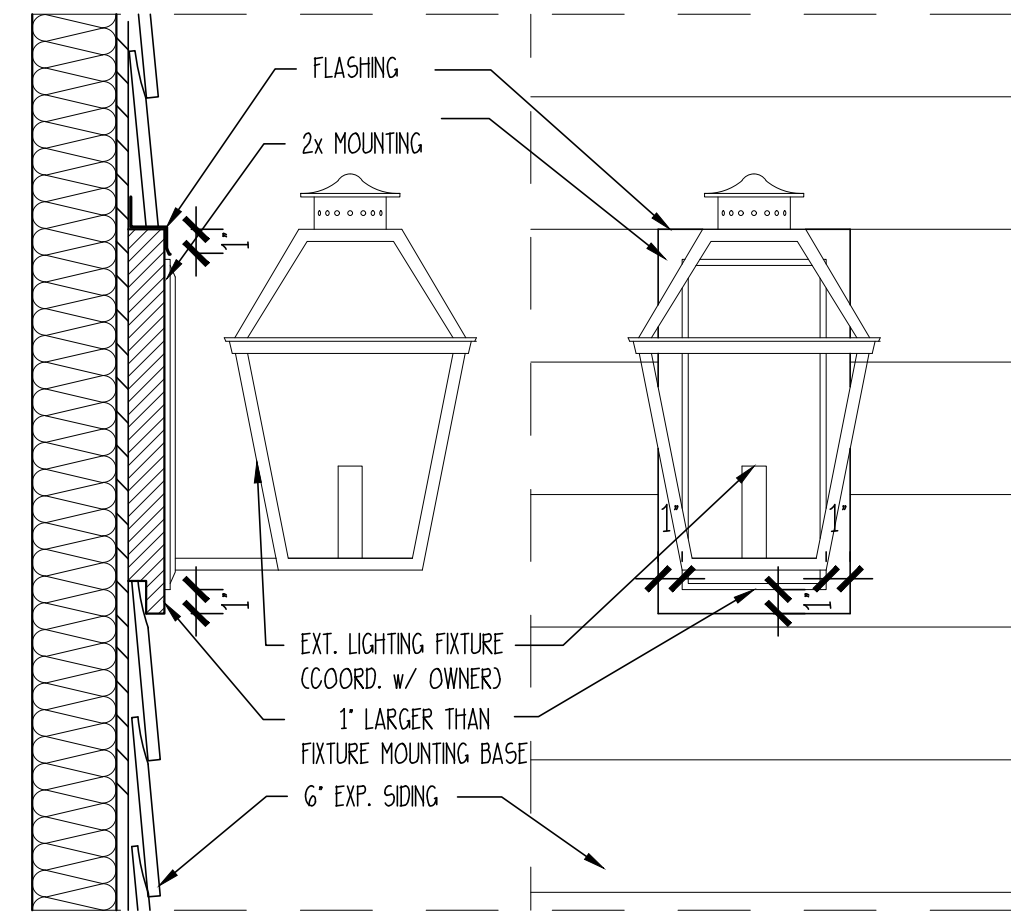
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JOB NO.:	25376	JM	25376
DRAWN BY:	JM	JM	25376
DATE:	12/19/2025	JM	25376

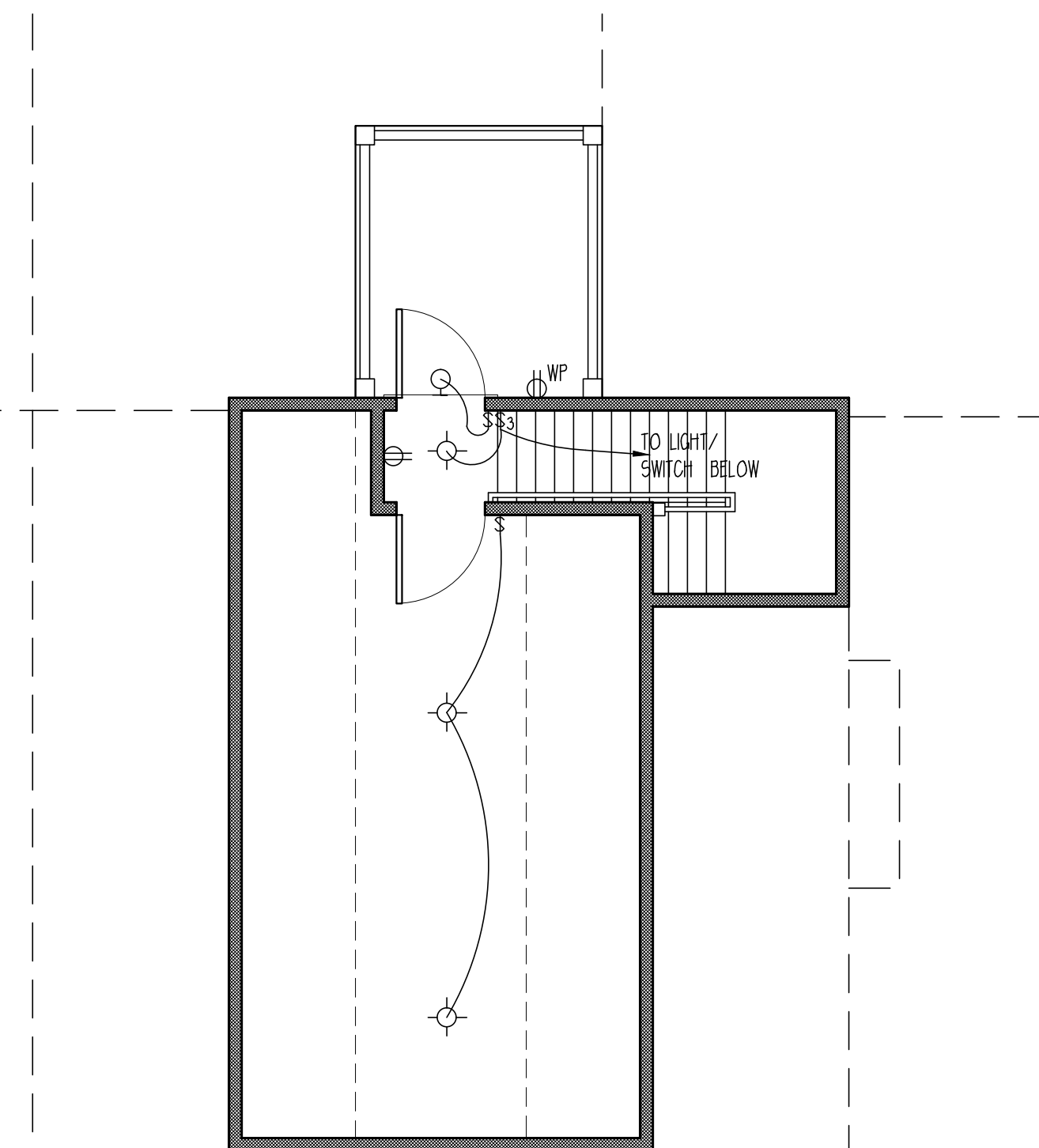
4

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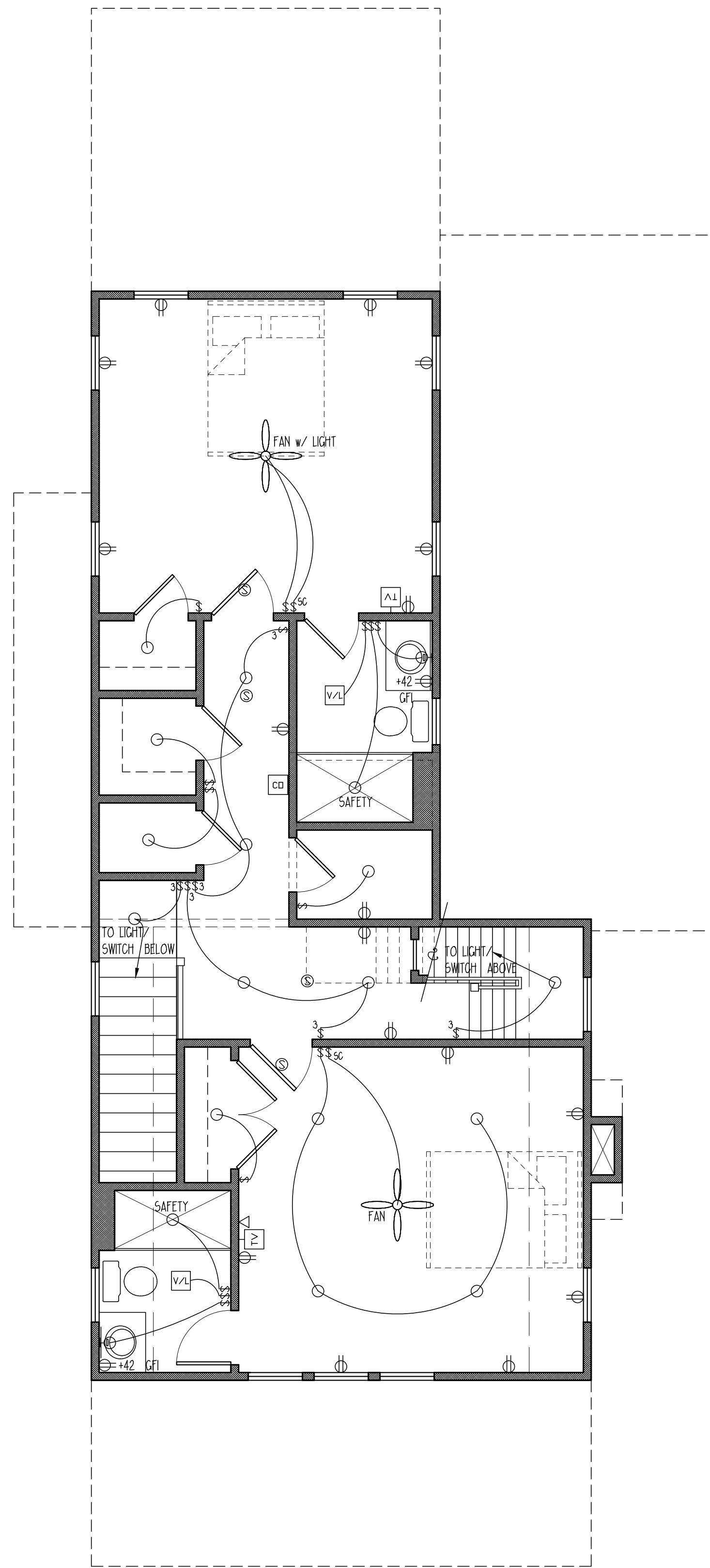


1 EXTERIOR LIGHTING MOUNT DETAIL
SCALE: 1 1/2" = 1'-0"

⚡	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
⚡	QUADPLEX 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 BOX
⚡	DOOR CHIME
⚡	ELECTRICAL PANEL
⚡	SMOKE DETECTOR
⚡	CARBON MONOXIDE DETECTOR

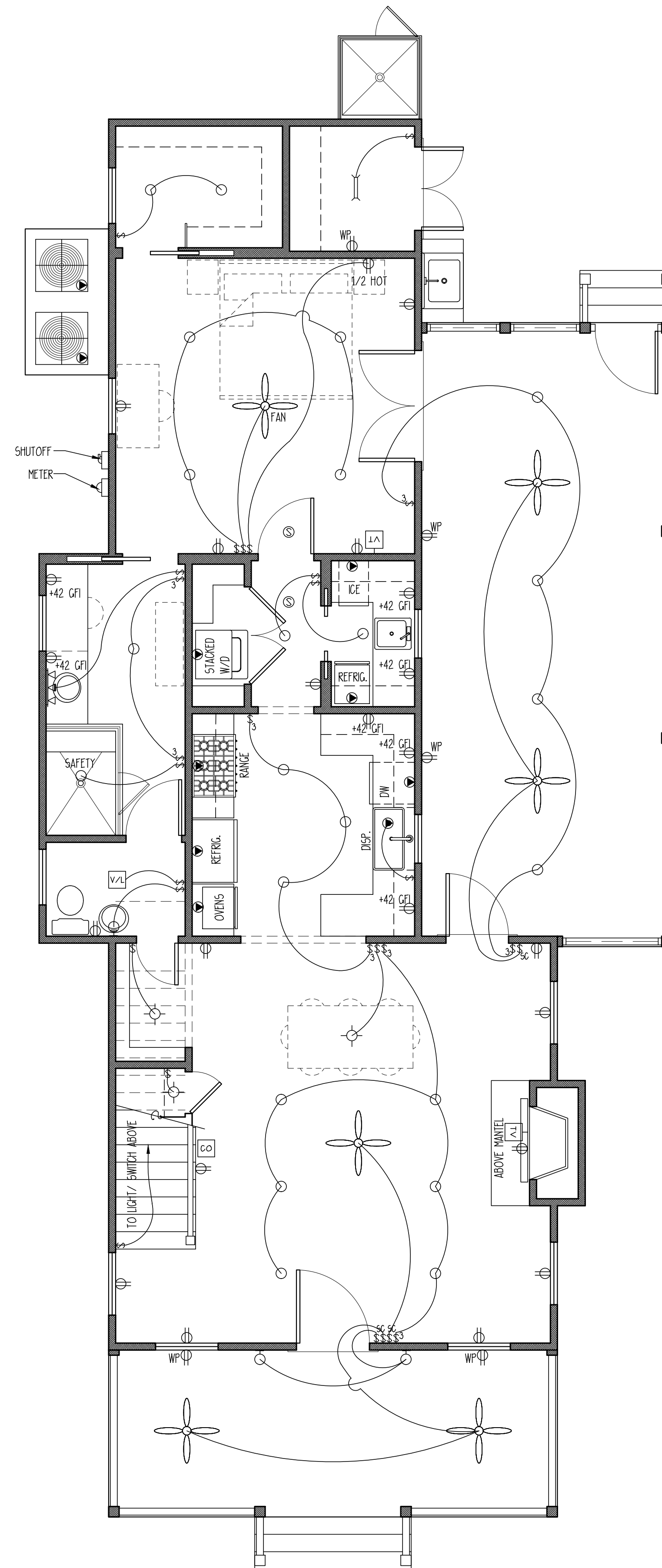


WIDOW'S WALK ELECTRICAL PLAN
SCALE: 1/4" = 1'-0"



SECOND FLOOR ELECTRICAL PLAN

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



FIRST FLOOR ELECTRICAL PLAN

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

NOTE:
COORDINATE CENTRAL VACUUM REQUIREMENTS + LOCATION W/ OWNER.
COORDINATE SOUND SYSTEM REQUIREMENTS W/ OWNER.
COORDINATE TELECOMMUNICATIONS SYSTEM REQUIREMENTS W/ OWNER.
COORDINATE LANDSCAPE LIGHTING REQUIREMENTS AND LOCATION W/ OWNER.

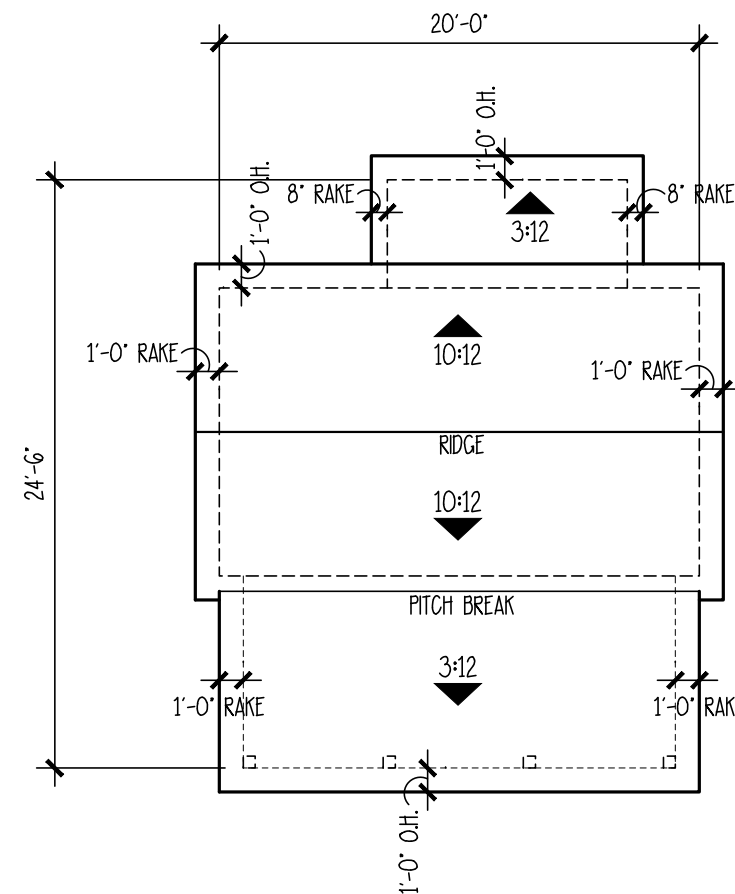
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JOB NO.:	25376
DRN. D#:	JM
DRG. NAME:	25376.DWG

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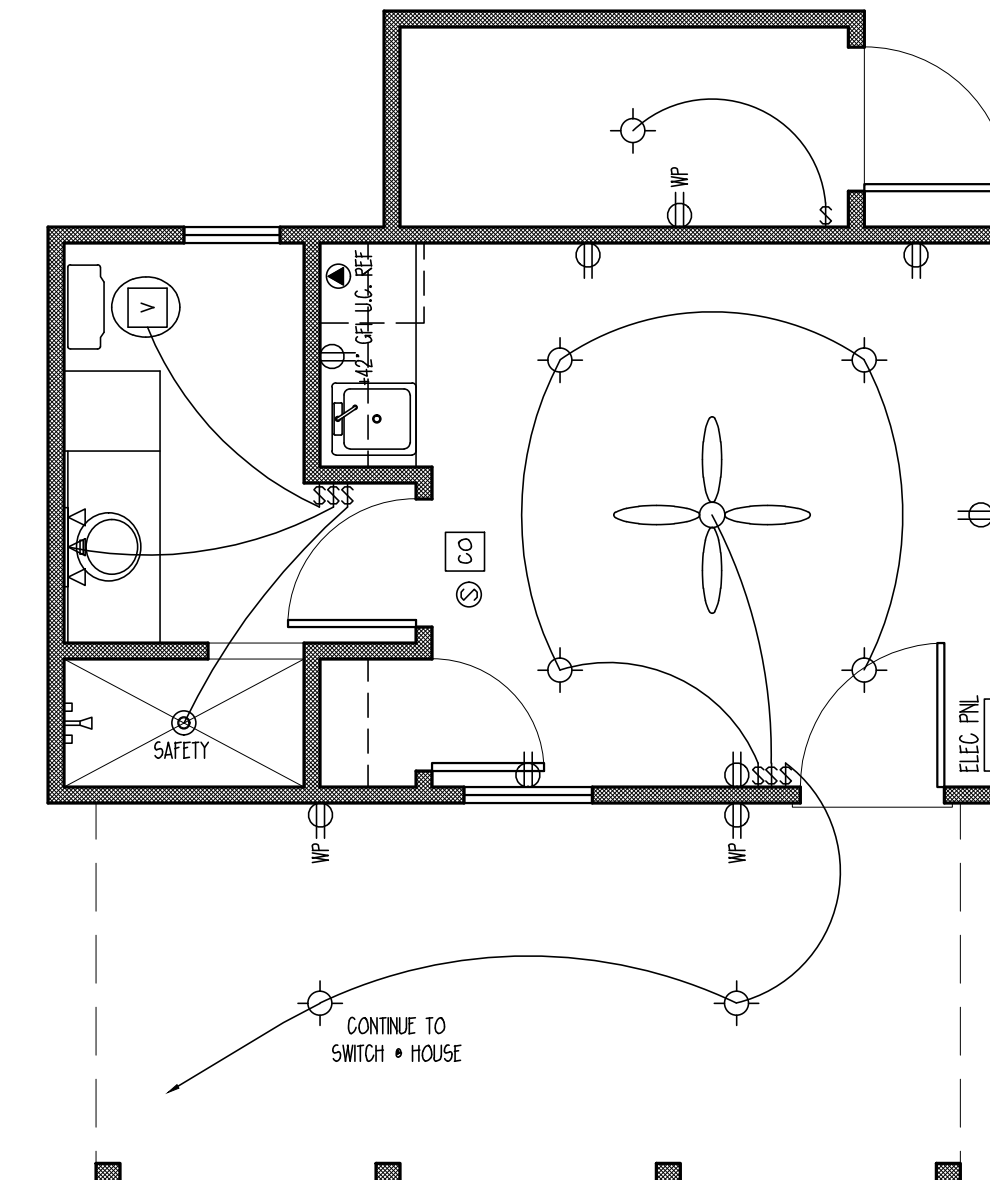


ROOF PLAN

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

NOTE: EXHAUST VENTS (PLUMBING OR OTHERWISE) NEED TO BE LOCATED AS INCONSPICUOUSLY AS POSSIBLE. ROOF PENETRATIONS NEED TO BE KEPT TO A MINIMUM (COMBINED WHEN POSSIBLE). ROOF / WALL PENETRATIONS MUST BE PAINTED TO MATCH.

⊞	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
⊞	QUADRUPEX OUTLET
⊞	SPECIALTY OUTLET
⊞	FLOOR OUTLET
⊞	TELEPHONE JACK
⊞	THERMOSTAT
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⊞	CEILING BOX
⊞	DOOR CHIME
⊞	ELECTRICAL PANEL
⊞	SMOKE DETECTOR
⊞	CARBON MONOXIDE DETECTOR

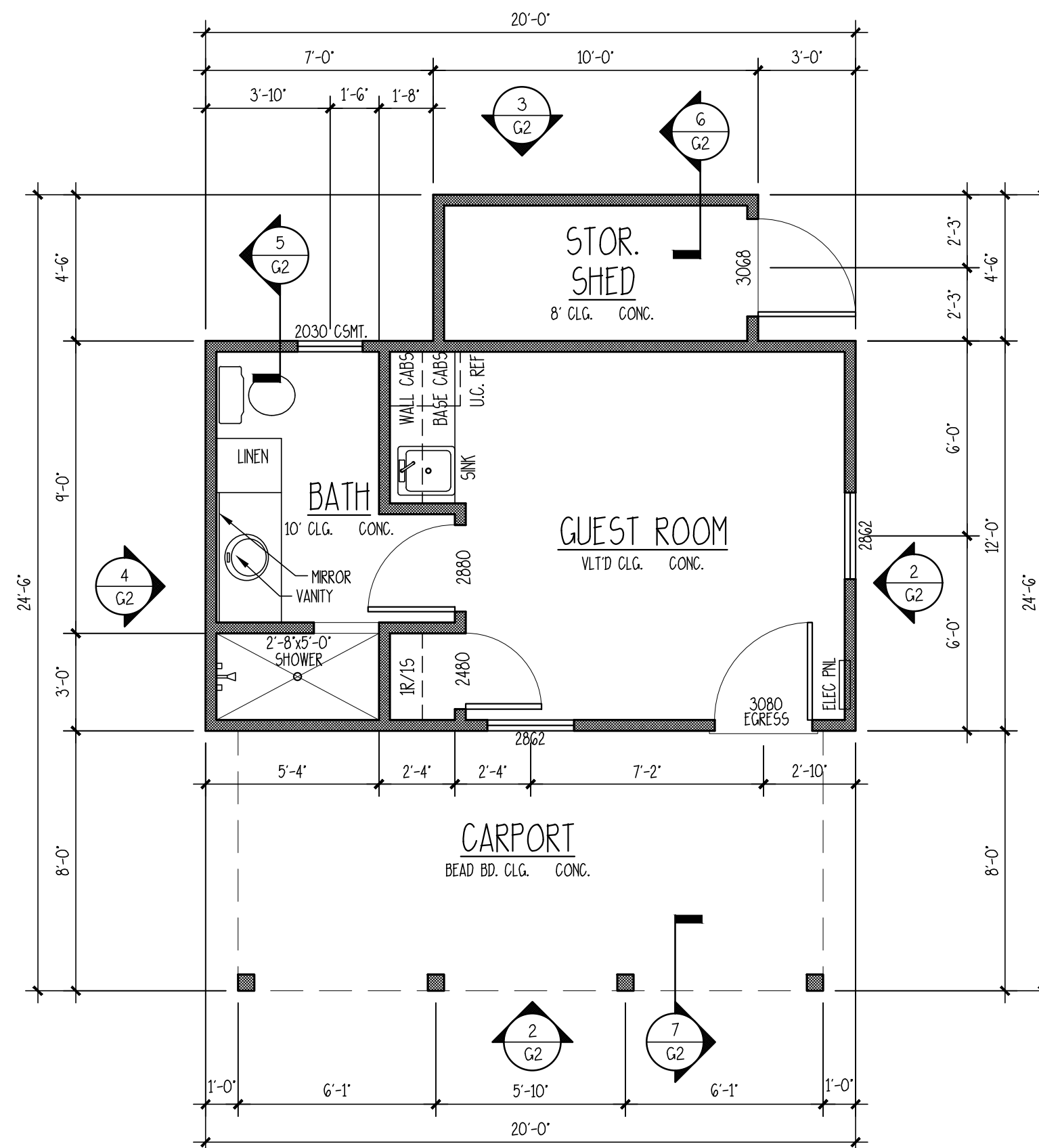


ELECTRICAL PLAN

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

NOTE:

1. COORDINATE LANDSCAPE LIGHTING REQUIREMENTS AND LOCATION w/ OWNER.
2. COORDINATE TELECOMMUNICATIONS SYSTEM REQUIREMENTS w/ OWNER.
3. COORDINATE SOUND SYSTEM REQUIREMENTS w/ OWNER.
4. COORDINATE CENTRAL VACUUM REQUIREMENTS + LOCATION w/ OWNER.

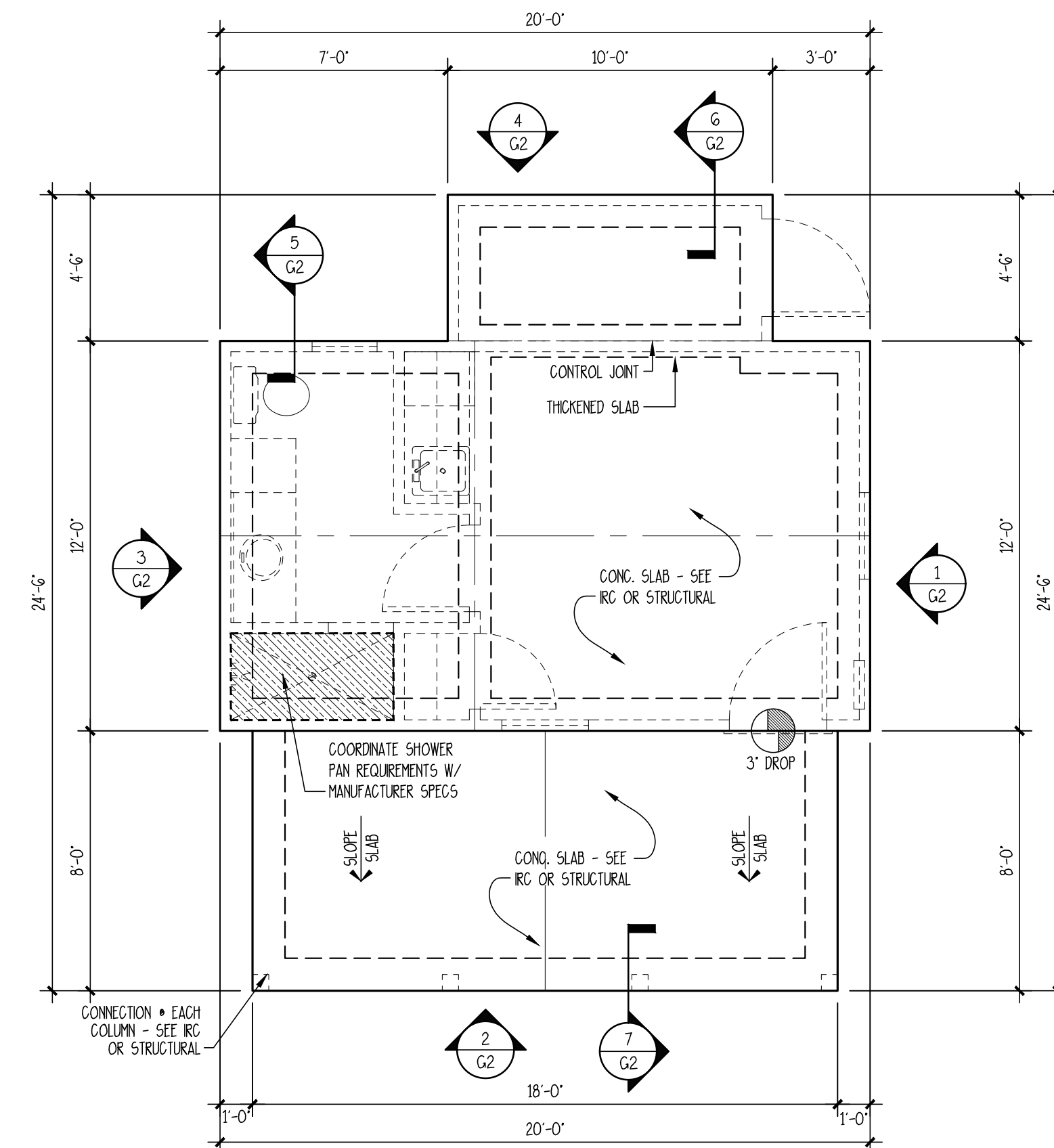


FLOOR PLAN

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

NOTE: PRIORITY TO ORDERING:

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



FOUNDATION PLAN

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

NOTE:

1. VERIFY MINIMUM FINISHED FLOOR ELEVATION WITH LOCAL CODES.
2. VERIFY MINIMUM FOOTING DEPTH BELOW FROST LINE WITH LOCAL BUILDING INSPECTOR.
3. VERIFY HIGH WIND RESISTANCE REQUIREMENTS WITH LOCAL BUILDING INSPECTOR.
4. VERIFY DEL. JST. LOCATIONS WITH ENG. FLR. SYSTEM DESIGN.

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DATE:	12/19/2025
JOB NO.:	2537G
OWNER:	JW
DWG. NAME:	2537G.DWG

G1

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STAFF REPORT: Historic District Review Board (HRB)

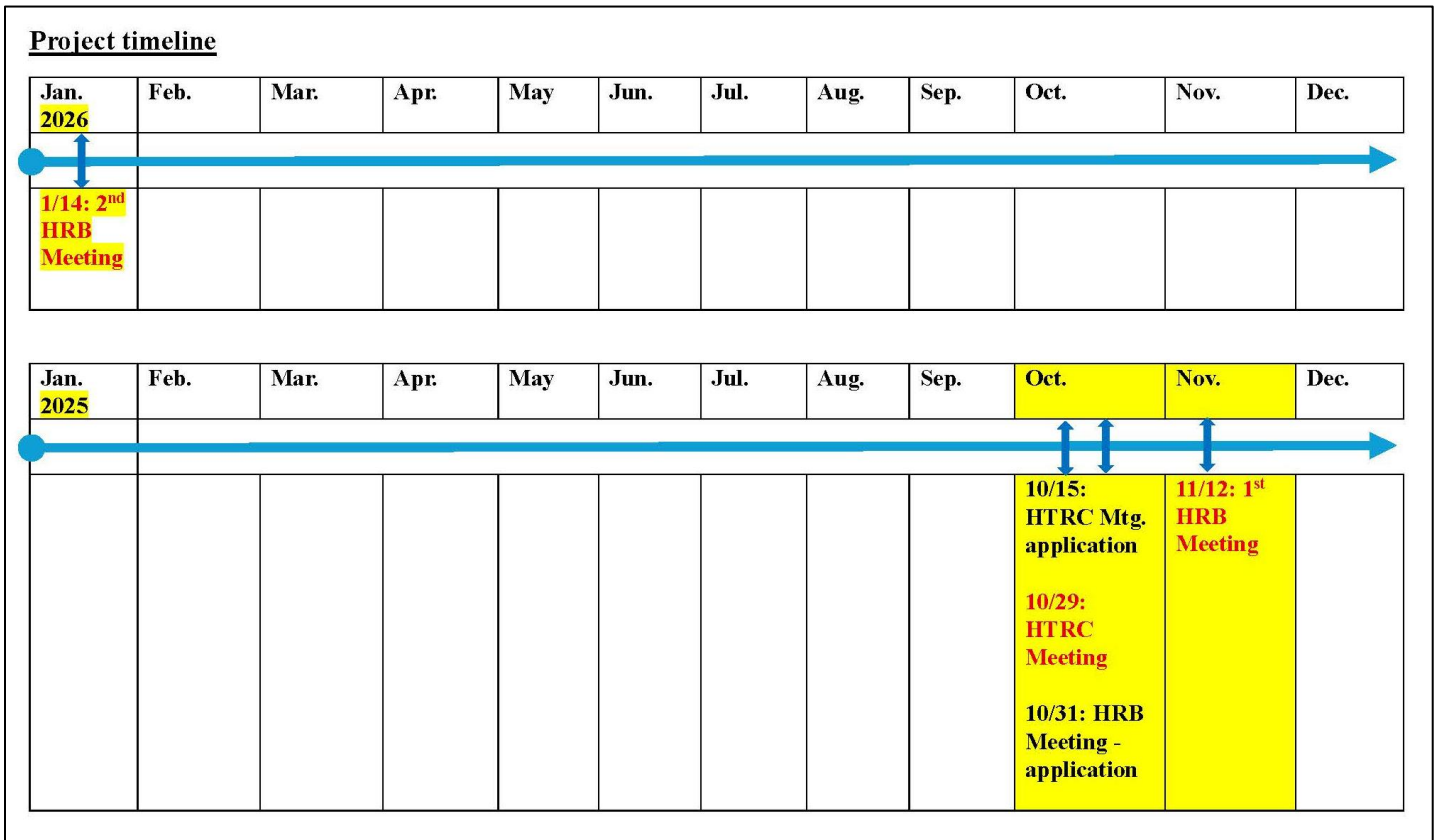
1705 DUKE STREET

DATE: January 14, 2026

<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 final approval for a new 2-story single-family residence with a detached 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 / Footprints / Total impervious lot coverage	~ 6,499 sq. ft. / ~ 1,651 sq. ft. (primary) + 429 sq. ft. (guest house) / 2,080 sq. ft./6,499 sq. ft. = 0.32 (32%)	
<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: After receiving conceptual approval from the Historic District Review Board Meeting (HDRB) on November 12th, 2025, the applicant has revised the plan set according to staff recommendations and Board Decision Letter (see below). The applicant has since submitted for final 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).

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



❖ **Summary of staff recommendations as approved by the HDRB at the applicant’s 1st HDRB**

Meeting on Nov. 12, 2025:

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). **Not applicable/meets standards.**
2. Recommendation to remove proposed widow’s walk feature on top of the roof and as a result, restudy western elevation to better match with the eastern elevation. **Applicant has removed rooftop “widow’s walk” and replaced it with a second-floor north-facing balcony (at the rear) instead. As such, the balcony is not visible from Duke Street.**
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 had been implemented with the latest HDRB submission for the HDRB Meeting on 11/12/2025.**
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. HDRB has furthermore approved a motion that includes the recommendation to restudy the slope of the roof between a 12/12 and 10/12 pitch. Staff would recommend to present a comparison between the two slope scenarios for the next HDRB Meeting for final approval. (the change to a 10:12 slope already has been implemented with the latest HDRB submission). **Applicant has not changed**

the slope of the main roof; it remains to be 12/12. Secondary rooflines (front & rear porches) are 3/12.

5. Applicant to provide a design for the fence at a future meeting. **Applicant has submitted picture for a classical living fence.**
6. Applicant to label all materials and provide detail drawings, including:
 - a. Door details; **has been submitted, see plan sheet #3 (items 1 thru 3)**
 - b. Window details – note windows must have a projecting sill per section 4.6.3.C.2.a.; **has been submitted, see plan sheet #4 (items 4 thru 7)**
 - c. Railing details; **has been submitted, see plan sheet #3 (items 4 & 5) & sheet #4 (item 8)**
 - d. Gable vent details; **has been submitted, see plan sheet #3 (item 1)**
 - e. Eave/rake details; **has been submitted, see plan sheet #1 (item 4) and plan sheet #3 (item 2) as well as sheet #G2 (item 3)**
 - f. Typical wall sections at the house and ADU (including a section through the main house porch); **has been submitted – see plan sheet #1 (items 1 & 2) for main house and plan sheet #G2 (item 5) for guest house**
7. Applicant to provide cutsheets/information for the following:
 - a. Windows; **has not been submitted**
 - b. Exterior doors; **has not been submitted**
 - c. Garage doors; **has not been submitted**
 - d. Exterior lighting/fans; **has been submitted (see plan sheet #5, item 1)**
 - e. Columns/railings if not wood; **not specified**
 - f. Paint colors for all exterior elements; **not specified**

NOTE: Selections must be circled on each cutsheet.

❖ **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.

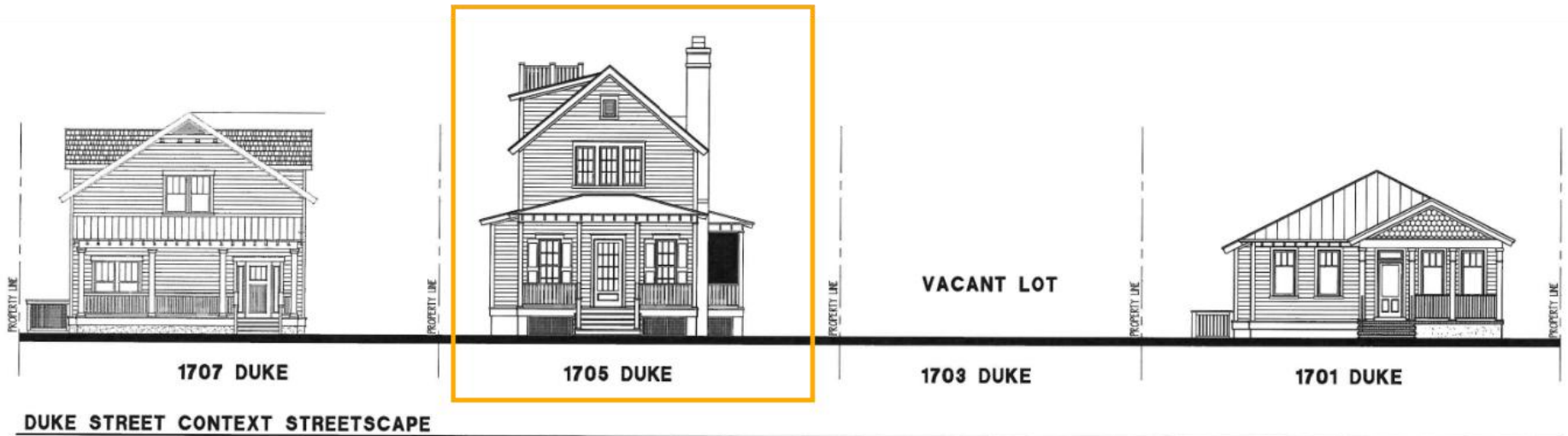
2. ***Architecture:***

- 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.

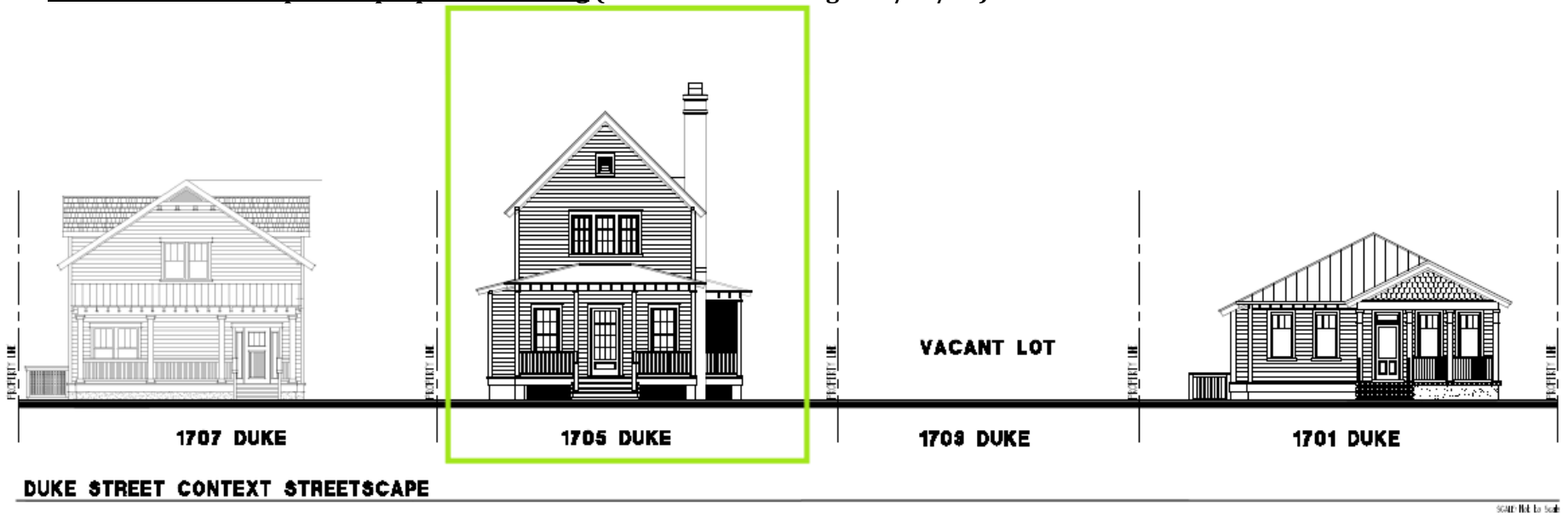
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-
- Applicant to demonstrate compliance with maximum lot coverage and frontage buildout requirements per Section 2.4.1 (55% max lot coverage under roof [+10% for other impervious features] and 75% max frontage buildout).
 - Applicant to provide drawings 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 (HDRB versions #1 and #2 in comparison)

❖ **Contextual Streetscape with proposed dwelling (as presented at HDRB Meeting on 11/12/25):**

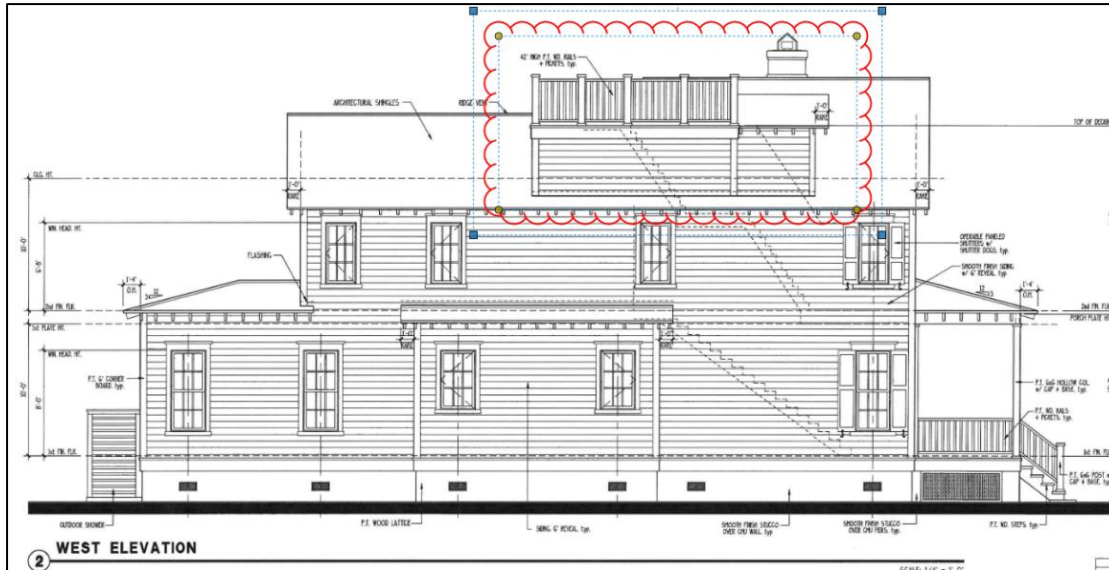


❖ **Contextual Streetscape with proposed dwelling (new - HDRB Meeting on 1/14/26):**

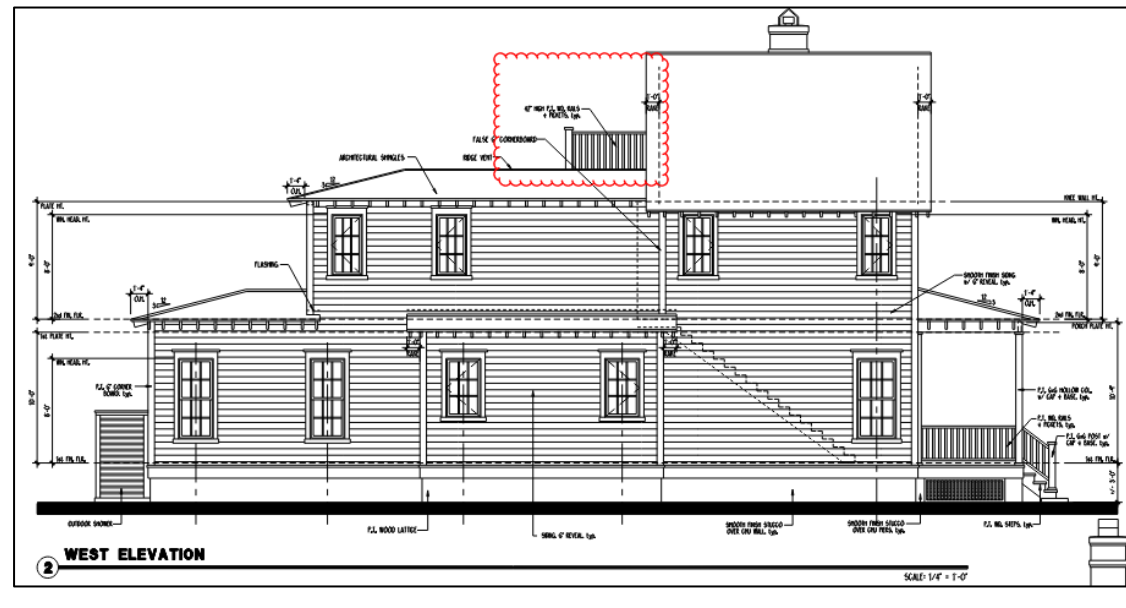


1705 Duke Street - Conceptual plans (HDRB versions #1 and #2 in comparison)

■ **Staff Recommendation #2: Removal of Widow's Walk (West elevation)**



[Before]

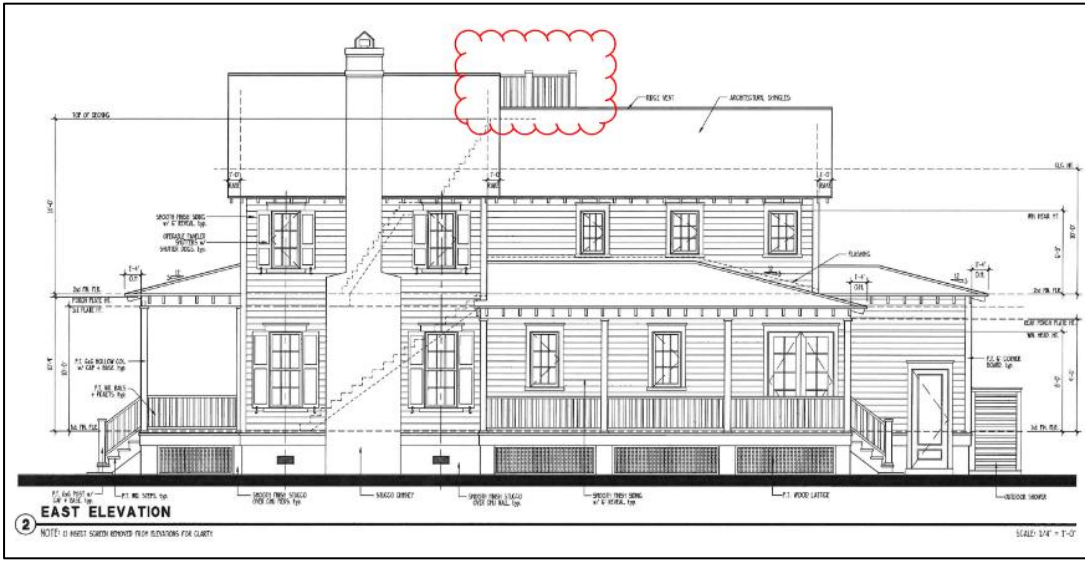


[New]

Staff recommendation (1st HDRB Mtg.):

- “Recommendation to remove proposed widow’s walk feature on top of the roof and as a result, restudy western elevation to better match with the eastern elevation.”

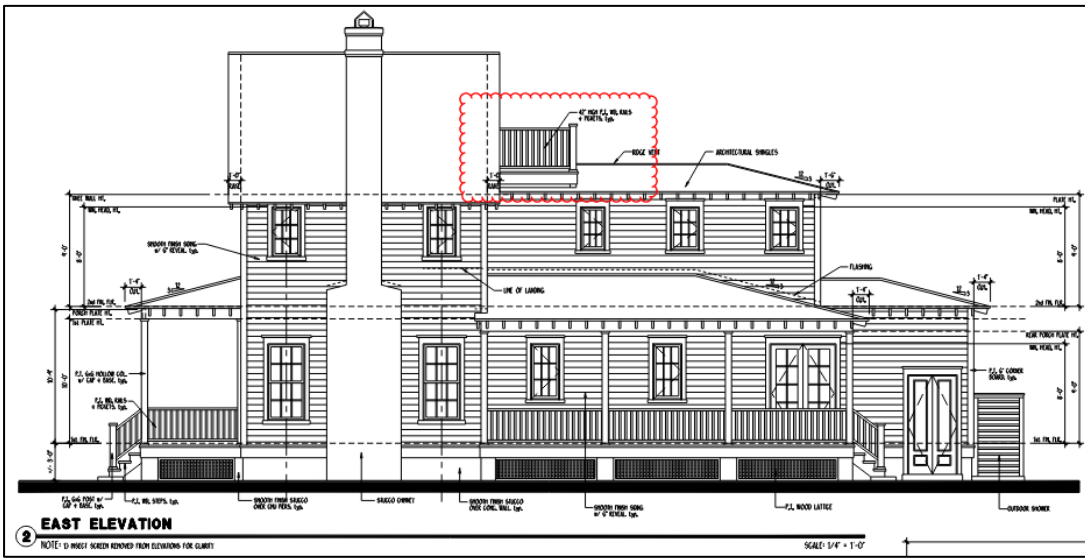
▪ **East elevation:**



[1st HDRB Submittal]

Staff comment:

- Removal of “Widow’s Walk” & replacement with balcony better matches with west elevation



[New – 2nd HDRB Submittal]

▪ **Staff Recommendation #5 – Fence design:**

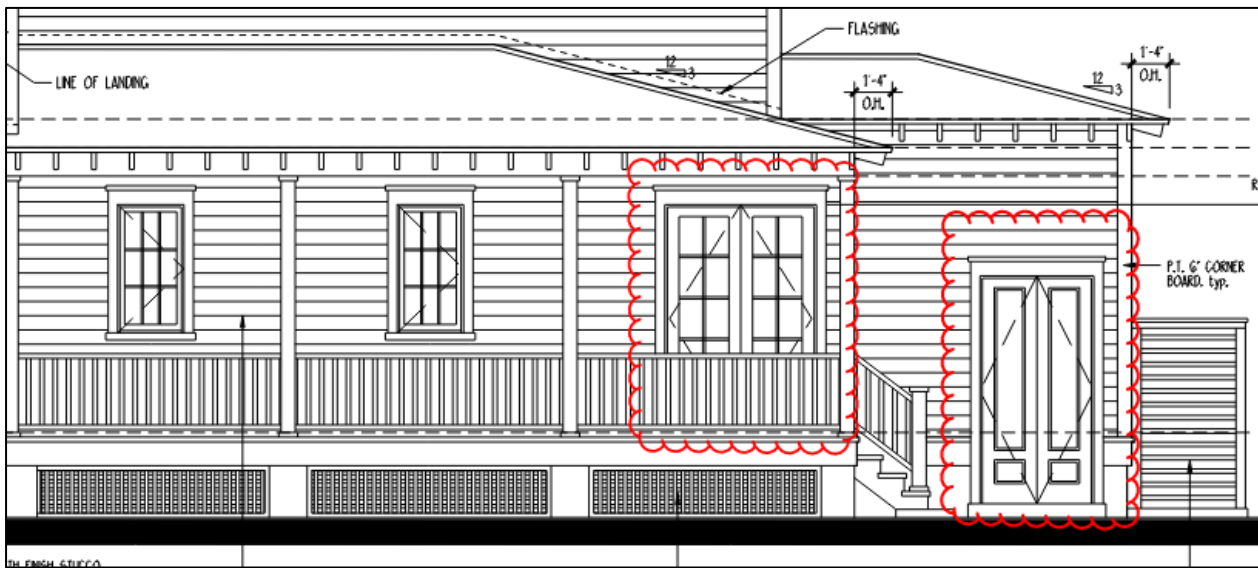
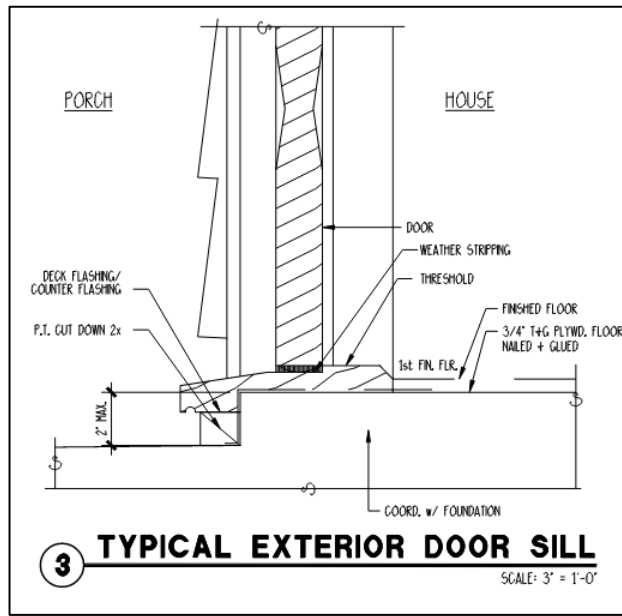
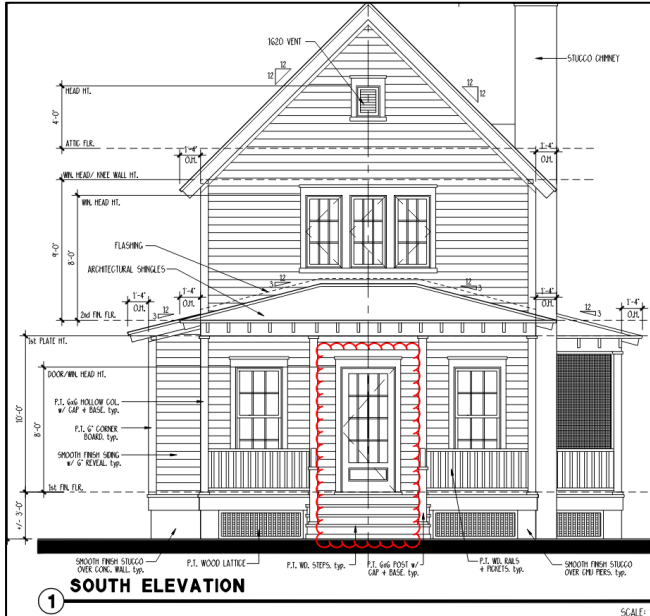


Staff comments:

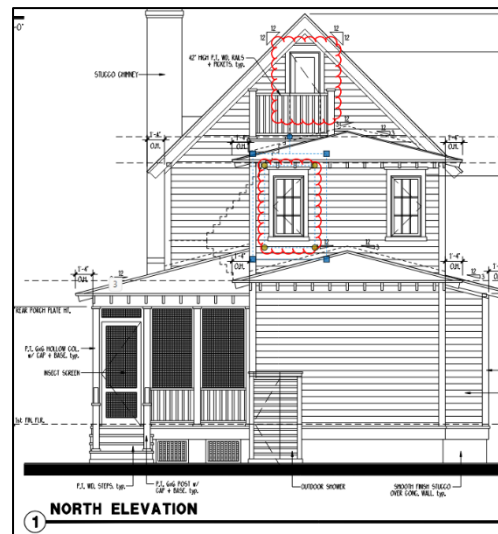
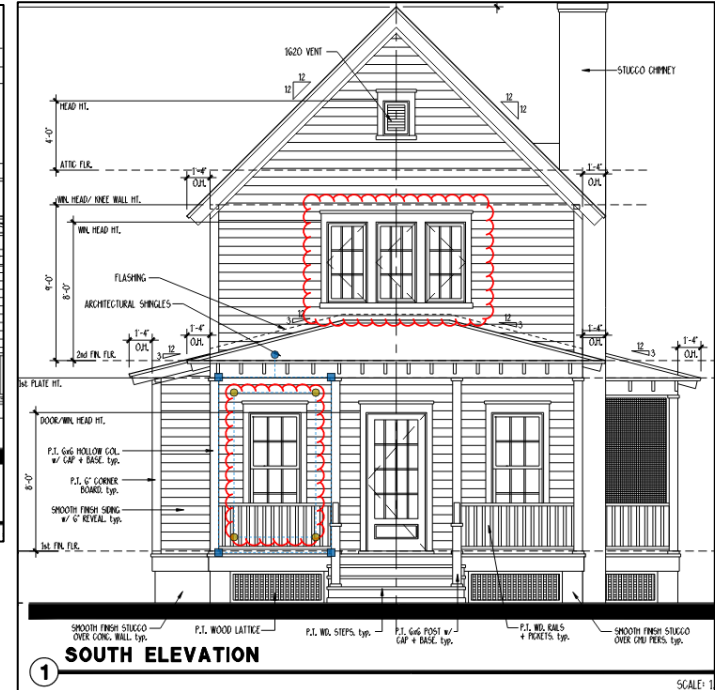
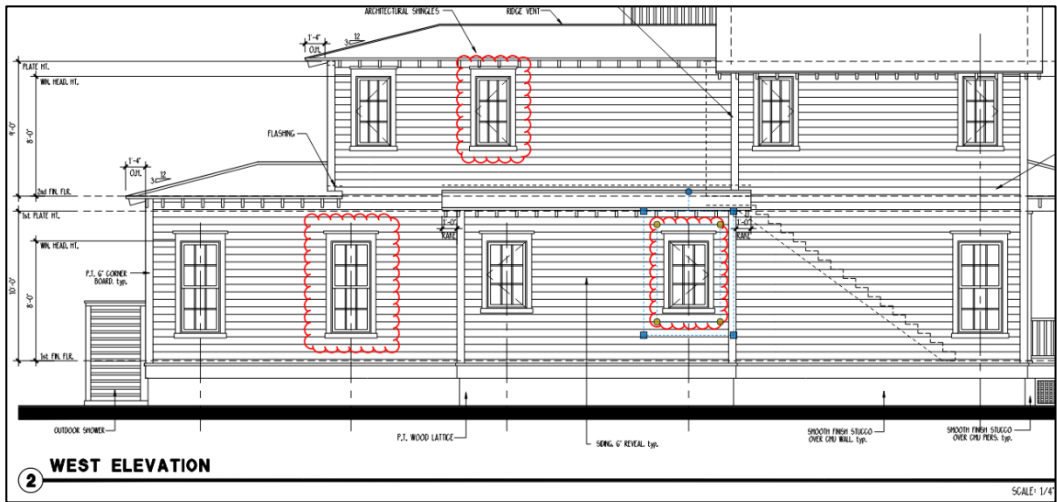
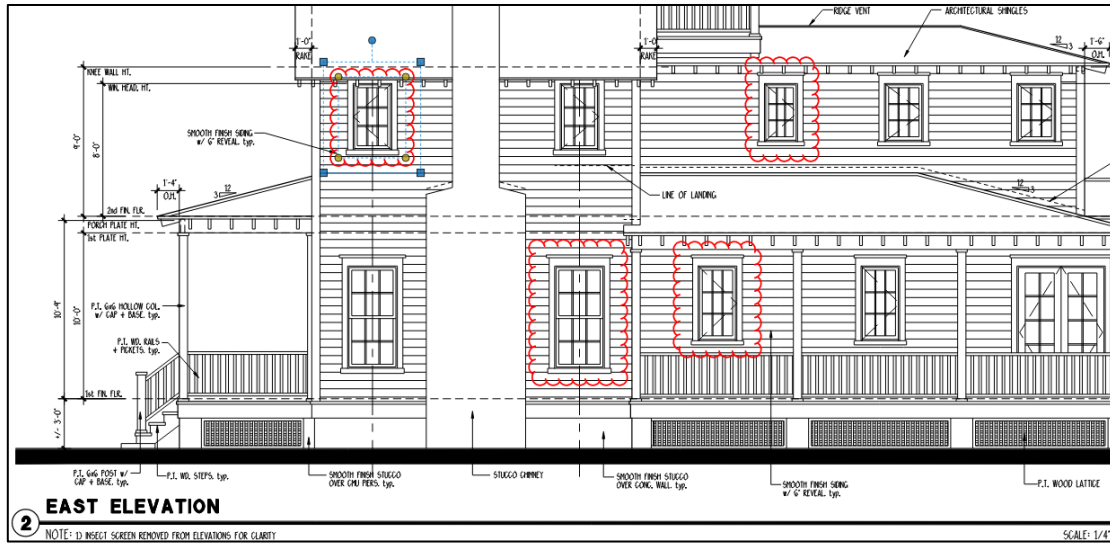
- Living fence is a permissible fence design for the Historic District in accordance with the Beaufort Preservation Manual
- As per Sec. 5.8.2.C: “All fences shall be 4 feet in height or less along all setbacks. Exceptions may be approved by the Historic District Review Board (HDRB).”

▪ **Staff Recommendation #6 - Detailed drawings of specific items**

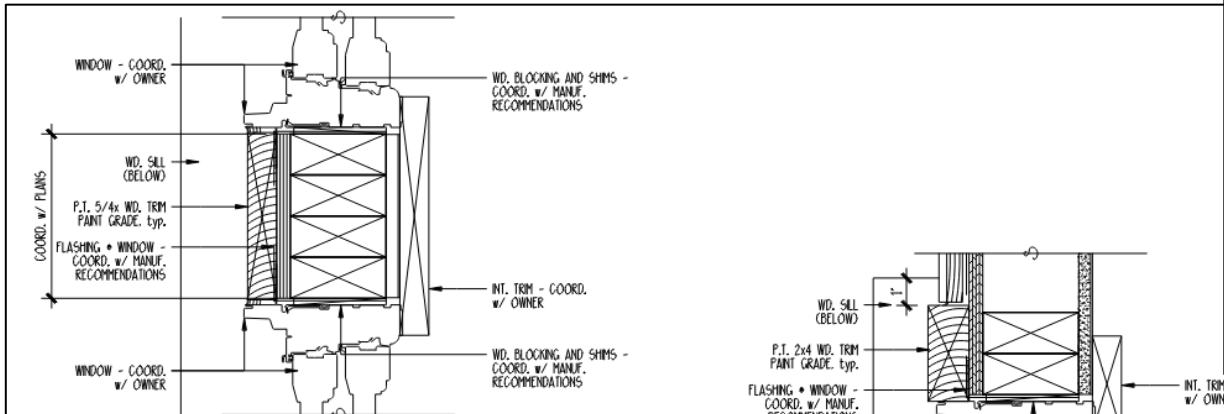
a. Door details (Plan sheet #3)



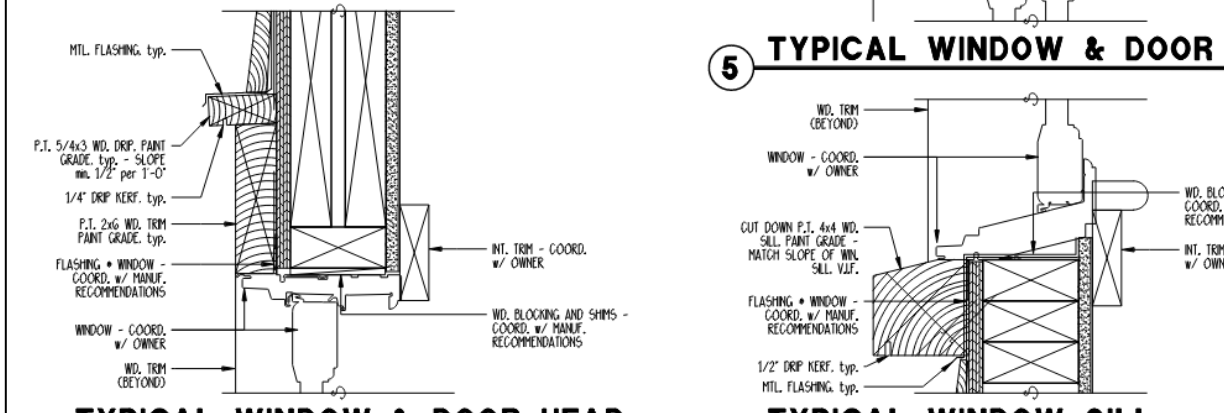
b. Window details (Plan sheets #3, #4)



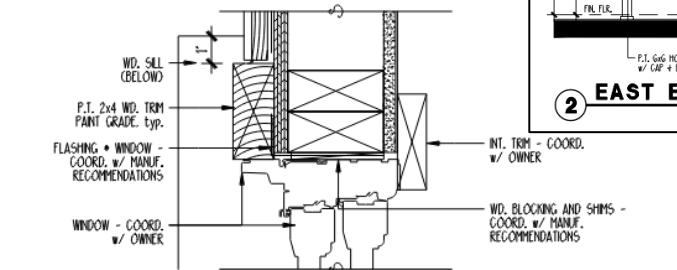
b. Window details (Plan sheets #3, #4) - cont'd



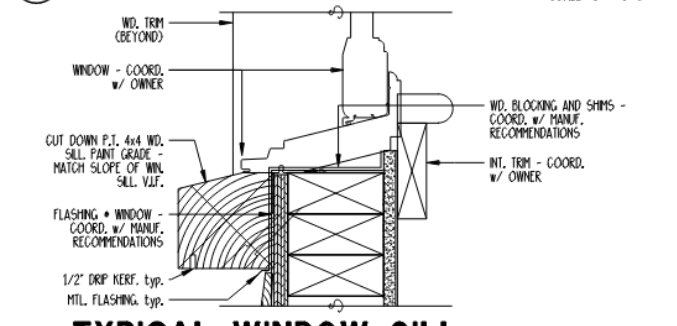
7 TYPICAL WINDOW JAMB • MULL
SCALE: 3" = 1'-0"



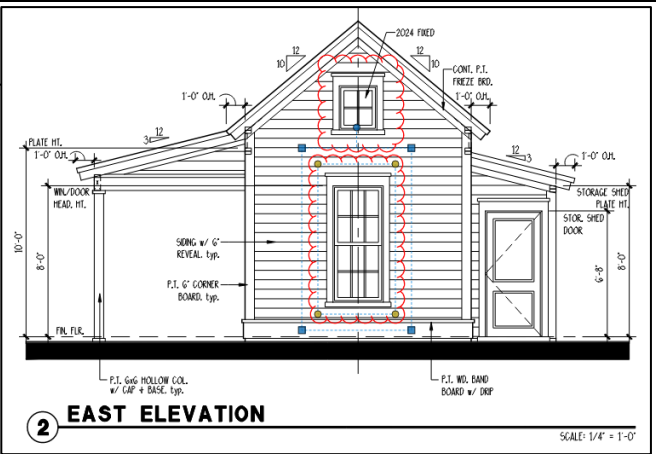
6 TYPICAL WINDOW & DOOR HEAD
SCALE: 3" = 1'-0"



5 TYPICAL WINDOW & DOOR JAMB
SCALE: 3" = 1'-0"



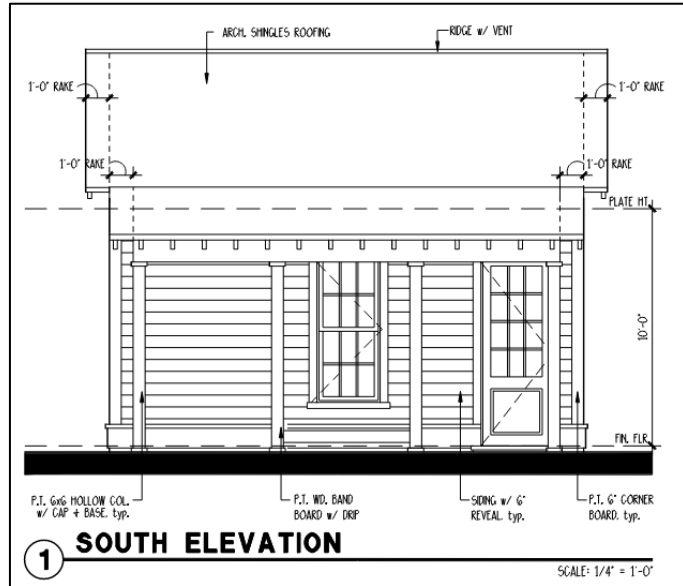
4 TYPICAL WINDOW SILL
SCALE: 3" = 1'-0"



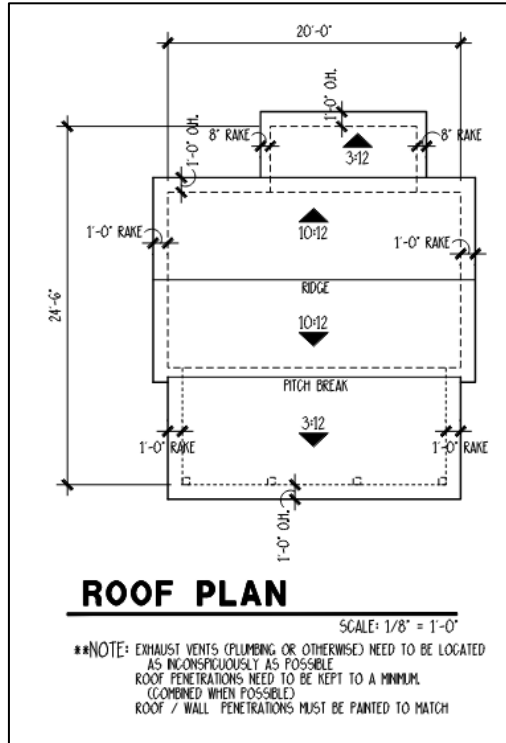
2 EAST ELEVATION
SCALE: 1/4" = 1'-0"

[Guest House]

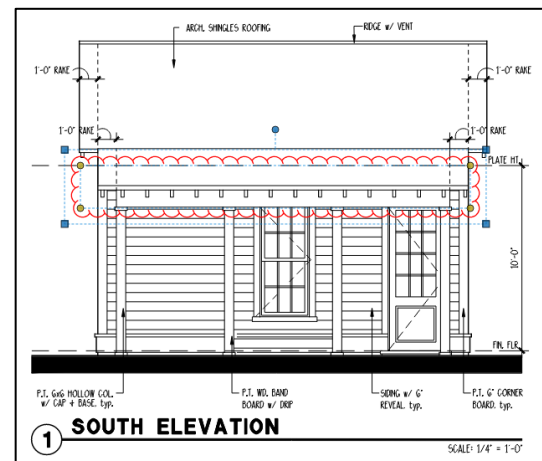
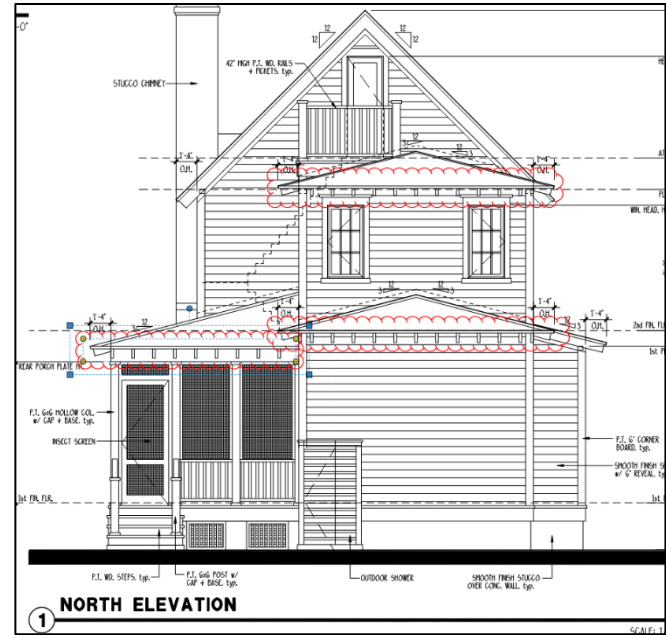
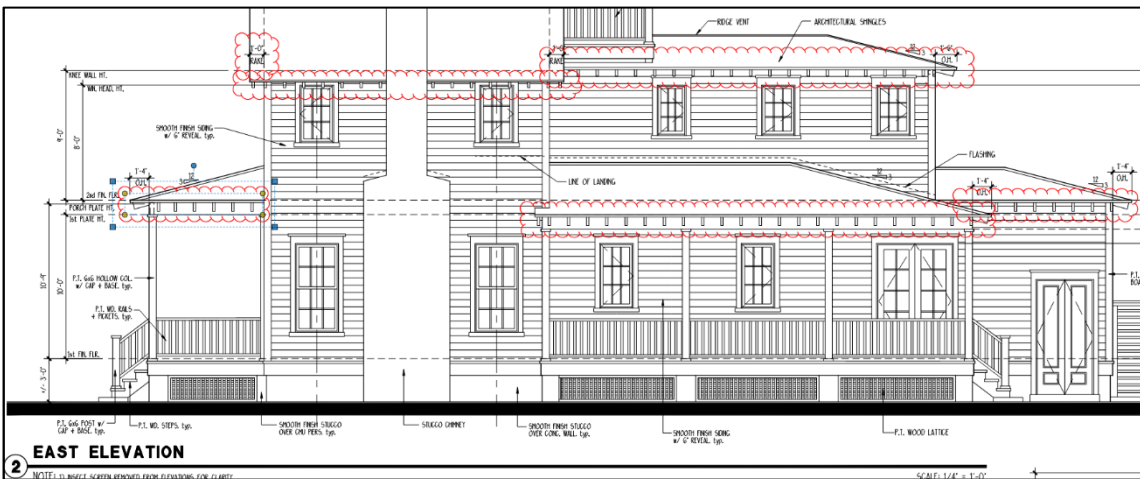
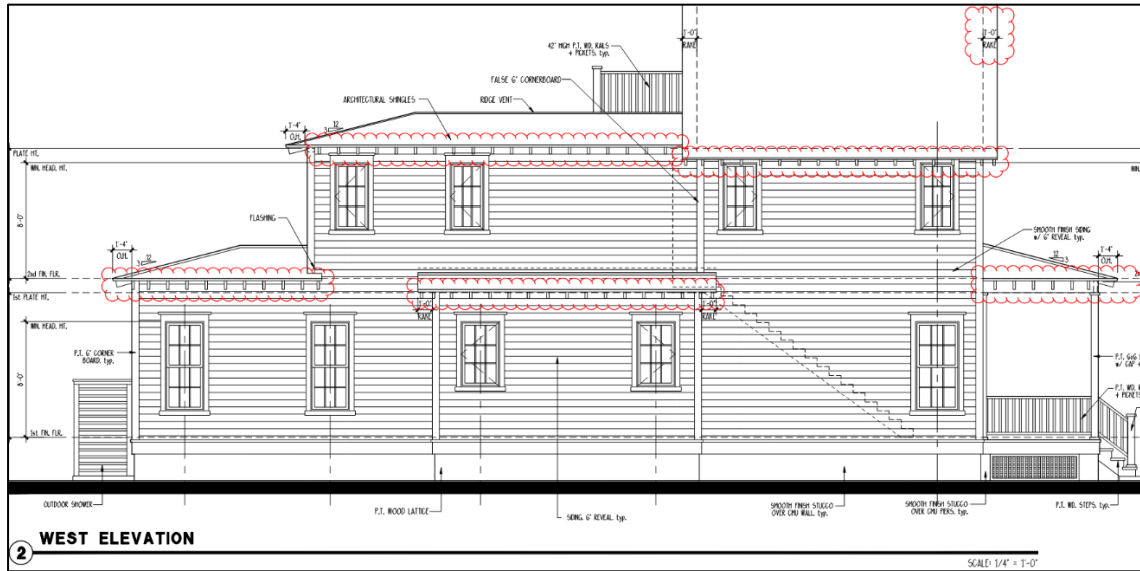
d. Gable vent details (plan sheet #3, #4) - cont'd



[Guest House]

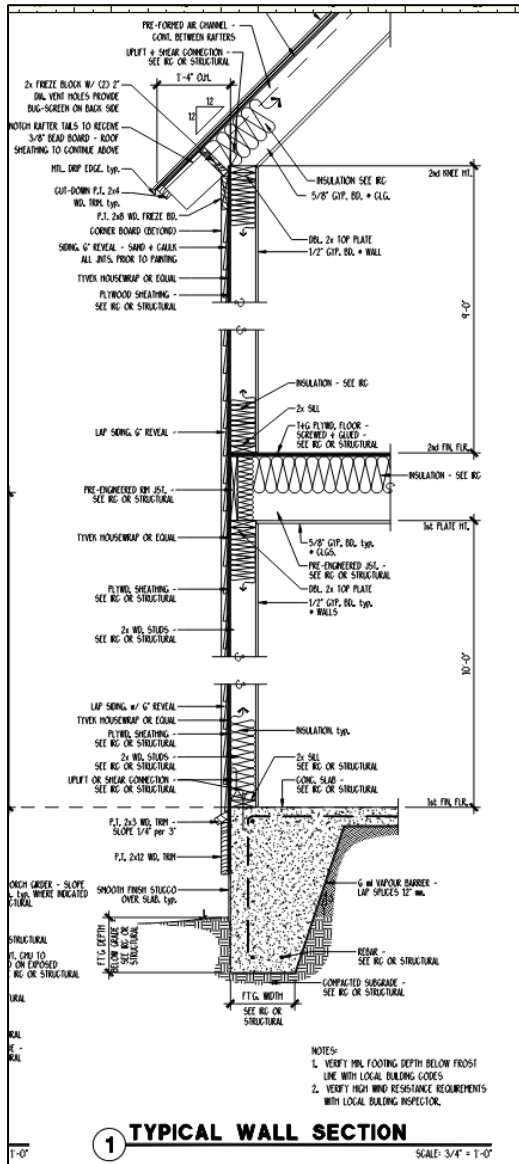


e. Eave / rake details (plan sheets #3, #4, #G2)

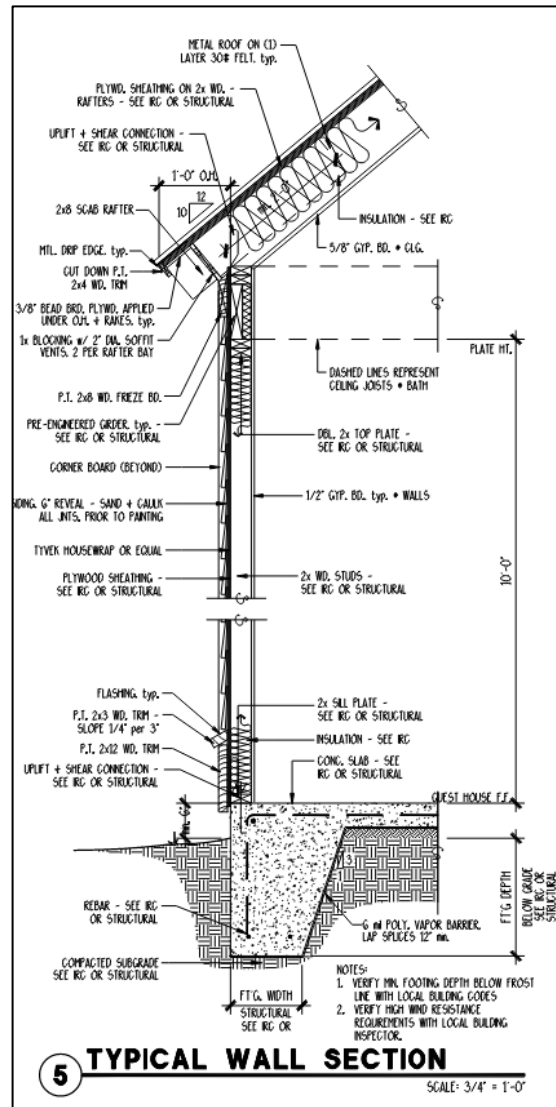


[Guest House]

f. Typical wall sections for main and guest houses (plan sheet #1, #G2)

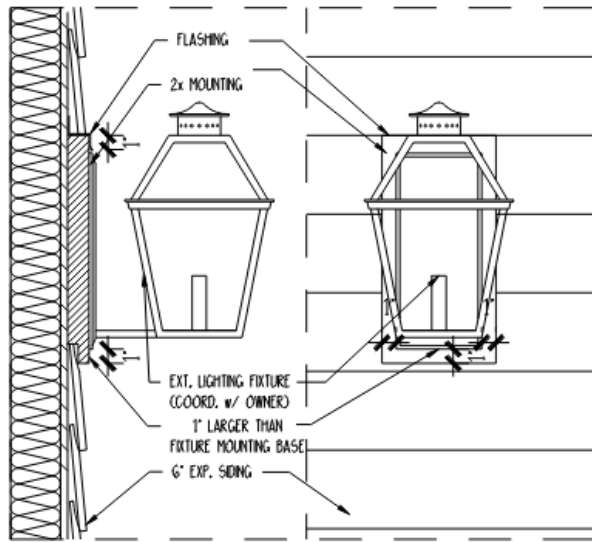


[Main House]



[Guest House]

- Spec sheet for exterior lighting (as provided by applicant)



1 EXTERIOR LIGHTING MOUNT DETAIL

SCALE: 1 1/2" = 1'-0"

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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 of primarily new construction, either being 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 **FINAL 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:

1. Staff has concerns that the structure appears tall compared to the neighboring buildings at 1701 Duke Street and 1707 Duke Street. Staff recommends reducing the first floor's plate height from 10'-0" to 9'-0".
2. Applicant has not provided an overall height for the guest house, but staff has approximated its height at roughly 17'-0", which seems tall for a secondary one-story structure. Staff recommends reducing this building's plate height to 9'-0" or lower.
3. Applicant to clarify whether the siding on the guest house is wood or cementitious. If it is cementitious, applicant to note on the drawings that the siding shall have a smooth finish.
4. Applicant has provided a window selection via email, stating that the windows will be white Marvin Elevate windows with exterior grilles and interior spacer bars. Applicant also noted in the email that the front door would be a stained wood door with exterior grilles and interior spacer bars. Staff is in support of these selections. Applicant to clarify if the guest house door will also be a stained wood door.
5. Applicant has provided paint colors, noting that the siding will be BM OC-117 "Simply White," trim will be BM OC-65 "Chantilly Lace," foundation screening will be DCR099 "Historic Charleston Green," and stucco will be a natural gray. Staff is in support of all these color selections.
6. Applicant to provide a cutsheet for the exterior fans.

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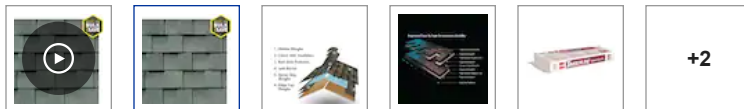
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723 Bay Street
Tabled HVAC
Screening



CITY OF BEAUFORT
Community Development Department

SCOTT MARSHALL
City Manager

1911 BOUNDARY STREET
BEAUFORT, SC 29902
(843) 525-7011
FAX (843) 986-5606

CURT FREESE
Community Development
Director

Date: January 8, 2026


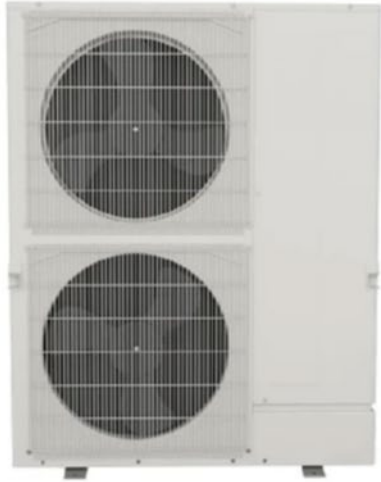
From: Curt Freese, Community Development Director

To: Historic Design Review Board

Subject: 723 Bay Street, Tabled HVAC Screening

At the November 12, 2024 HRB meeting, the HRB tabled a request for HVAC screening at 723 Bay Street. The decision letter is attached. The HDRB did request Staff work with the Applicant to find a suitable method of screening. Staff has proposed the screening below in white, which has been accepted by the applicant.

Size DUAL FAN

Cover Dimensions (outside)			Fits A/C condensers up to		
Height	Width	Depth	Height	Width	Depth
59.0"	45.2"	21.6"	57.8"	42.9"	20.5" to 28.5"

Recommendation: Staff recommends approval of the HVAC screening in white.

Election of Board members for the Historic Task Force Committee

**Historic District
Review Board
Training Session**



CITY OF BEAUFORT
Community Development Department

1911 BOUNDARY STREET
BEAUFORT, SC 29902
(843) 525-7011
FAX (843) 986-5606

SCOTT MARSHALL
City Manager

CURT FREESE
Community Development
Director

Date: January 8, 2026

From: Curt Freese, Community Development Director

To: Historic Design Review Board

Subject: Training Session

At the December HDRB meeting, Staff discussed potential training session times, to include a session on Easements presented by HBF, and a session on new infill development related to mass, size, and scale. As only three HDRB members were in attendance, the board postponed setting a date until the January meeting.

Staff would suggest the following days and times:

Feb 6: 9 am to Lunch

Feb 13: 9 am to Lunch

Feb. 20: 9 am to Lunch

Feb 27: 9 am to Lunch