



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 an 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 Sundrila, 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
Applicant: Labi Kryeziu, LK Advantage

45:45

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

Nick Navia presented his staff report.

Public Comment:

Lise Sundrila, 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. Sundrila 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.