



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.

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 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 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 associated 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.