



Historic District Review Board Meeting Minutes – May 13, 2026

CALL TO ORDER

2:18

A meeting of the Historic District Review Board was called to order by Mike Sutton, Chairman. The meeting was held in-person in Council Chambers on Wednesday, May 13, 2026 at 2:18 PM. The meeting was recorded and streamed on Facebook in accordance with City Policy.

ATTENDEES

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

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

REVIEW OF THE APRIL 8, 2026 MINUTES

2:56

Mr. Berman stated he emailed some clerical changes to Julie Bachety. He also noted on page 4, Mr. Woods made the motion and it was to grant conceptual approval. Mr. Woods made a motion to approve the April 8, 2026 meeting minutes with the noted changes. Ms. Petrella seconded the motion. Mr. Sutton abstained from voting since he was not at the meeting. 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>.

CONSENT AGENDA ITEM

4:15

A. 1313 Congress Street, PIN: R120 004 000 0047 0000: Approval of Bailey Bill Tax Incentive application for previous rehabilitation of historically contributing dwelling (Stokes Cottage)

Applicant: Shirley E. Stokes, Owner

The applicant is requesting property tax relief through the local Bailey Bill Act by locking property taxes at the pre-improvement value for the duration of 10 years.

Motion: Mr. Berman made a motion to approve the consent agenda item. Mr. Woods seconded the motion. The motion passed unanimously.

A. **811 Congress Street, PIN: R120 004 000 0104 0000: New construction of a duplex with detached garage/carriage house (infill development)**

Applicant: Larry Holman, Owner

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

Christopher Klement presented his staff report.

Public Comment:

Lise Sundrla, HBF Director, agrees with staff. She feels the modifications that were made to the building have assisted in minimizing the size. The West Street elevation is very successful. She suggested the proposed colors be approved at a later date once the applicant has had the chance to paint a section of the building. Ms. Sundrla requested that the Board and staff go onsite to review/approve the proposed colors.

Jeremiah Smith, resides at 1107 West Street is the neighbor to the north. He is in favor of the project.

Public comment closed.

Motion: Mr. Berman made a motion to grant final approval under the condition that the applicant meets the following staff's recommendations. Mr. Woods seconded the motion. The motion passed unanimously:

- Staff Recommendation #1: Applicant to provide typical building sections, including one through the deck and porches, garage deck, and garage awning area.
- Staff Recommendation #2: Applicant to provide typical details including window head/sill/jamb details, column, decking/trim connections, foundation to siding connections, typical eave conditions, etc.
- Staff Recommendation #3: Applicant to confirm that the steel garage doors do not have a faux wood-grain finish.
- Staff Recommendation #4: Applicant to note that the cementitious lap siding and any other cementitious elements must have a smooth finish per Section 4.6.3.A.1.b of the Beaufort Code. This applies to both the Hardi-Plank lap-siding as well as the faux Cedar-shake shingles underneath the roof gables.
- Staff Recommendation #5: Staff is not supportive of the Timber Tech Vinyl railing as it is not appropriate for the historic district. Hence, the applicant shall either use wood or other examples of composite materials, such as those from the manufacturer "Azek". The selected and proposed railing is a vinyl railing with bulky top rail support brackets which are not typical of the historic district.
- Staff Recommendation #6: Staff does not support the proposed "Gulfrib" profile for the metal roof. This is a manufactured preformed metal roofing panel with striations pressed into flat panel to reduce oil-canning. This type of roof is not appropriate for the Historic District. Hence, applicant to either choose a 5-V crimp roof (without striations in flat panel), standing seam metal roof (without striations in flat panel) or architectural asphalt-shingled roof.
- Staff Recommendation #7: The exterior paint color selections, as presented by the applicant, which are either "Restful" (HGSW 6458), "Lounge Green" (HGSW 6444) or "Relish" (HGSW 6443)

for the siding, and “Onyx” for the roof as well as “Tricorn Black” (SW 6258) for the stucco foundation wall, are not approved by the HDRB. Hence, the applicant shall paint sections of the to be built dwelling and/or provide painted sections (roof, siding) with aforementioned and/or alternative color selections, which will ultimately be approved by the HDRB within a special meeting.

B. 902 Boundary Street, PIN: R120 004 000 0086 0000: Renovation/Commercial reuse of a former gas station **1:00:55**

Applicant: Mark Sutton, Architect

The applicant is requesting final approval for interior and exterior changes to an existing contributing building (former gas service station) for commercial reuse as a small restaurant/bar.

Mr. Sutton recused himself from the project. Mr. Berman, Vice-Chairman, took over chairing the meeting.

Curt Freese presented his staff report.

Public Comment:

Lise Sundrla, HBF Director, stated the Preservation Committee is in support of this project.

Public comment closed.

Motion: Mr. Woods made a motion to grant final approval to the project based on the applicant agreeing to have meet the seven stipulations by the staff. Ms. Wilson seconded the motion. The motion passed unanimously.

C. 710 Newcastle Street, PIN: R120 004 000 499A 0000: Addition to existing single-family dwelling (non-contributing) **1:13:14**

Applicant: Jeremiah Smith, Architect

The applicant is requesting final approval for adding more habitable space on the inside of the existing dwelling, including a screened porch at the rear and a covered porch & sunroom across the front of the non-contributing structure.

Mr. Sutton returned to this meeting at this time. Mr. Berman relinquished being Chairman.

Nick Navia presented his staff report.

Public Comment:

Lise Sundrla, HBF Director, stated the Preservation Committee is very excited about this project and is in support.

Public comment closed.

Motion: Mr. Berman made a motion to grant final approval as submitted. Mr. Woods seconded the motion. The motion passed unanimously.

D. 1108 Washington Street, PIN: R120 004 000 0372 0000: Renovation/rehab of front and partial demolition of rear of existing single-family dwelling (contributing) & Approval of application for tax abatement under the local Bailey Bill law **1:19:07**

Applicant: Jeremiah Smith, Architect

The applicant is requesting final approval to renovate/rehab the front section of the contributing structure and to demolish the back section which is in disrepair.

Nick Navia presented his staff report.

Public Comment:

Lise Sundrila, HBF Director, stated the Preservation Committee did have some similar concerns as staff did about the cementitious siding.

Public comment closed.

Motion: Mr. Berman made a motion to grant final approval as recommended and that condition #1 be stricken. Ms. Petrella seconded the motion. The motion passed unanimously.

Mr. Sutton stated the applicant is requesting to apply for the Bailey Bill Tax Credit application for the historic rehabilitation of this structure. The Board needs to make a decision regarding the Bailey Bill portion of this project.

Motion: Mr. Berman made a motion to approve this project for the Bailey Bill. Ms. Petrella seconded the motion. The motion passed unanimously.

E. 805 Church Street, PIN: R120 004 000 1006 0000: New construction of a duplex with detached carriage house (infill development)

1:33:10

Applicant: Jeremiah Smith, Architect

The applicant is requesting approval for a new duplex with detached guest/carriage house to be constructed on a currently vacant lot.

Christopher Klement presented his staff report.

Public Comment:

Lise Sundrila, HBF Director, stated the Preservation Committee had concerns about the height and the scale of the structure along the street. Maintaining a rhythm along the street is an important part of how HBF judges infill development that happens within the Historic District.

Public comment closed.

Motion: Mr. Berman made a motion to grant conceptual approval as per staff recommendations with striking staff recommendation number one. Ms. Petrella seconded the motion. The motion passed unanimously.

F. 602 Bladen Street, PIN: R120 003 000 0215 0000: New construction of a single-family dwelling with attached garage/carriage house (infill development)

2:03:31

Applicant: Cooter Ramsey, Architect

The applicant is requesting approval for a proposed single-family home at the intersection of Bladen and King St. The proposed design is a 2-bedroom house with on-site parking provided in a garage for 2 cars.

Curt Freese presented his staff report.

Public Comment:

Lise Sundrla, HBF Director, stated the Preservation Committee is overall in support of the project and in support of the changes that were made over time. Ms. Sundrla feels the fence is too ornamental for Beaufort and suggest keeping it a that lower height.

Public comment closed.

Motion: Ms. Wilson made a motion to grant conceptual approval with staff comments. Mr. Woods seconded the motion. The motion passed unanimously.

G. 1201 North Street, PIN: R120 004 000 0682/-0683/-0684 0000, Exterior and interior alterations and upfits to Education & Outreach Building of First Presbyterian Church of Beaufort (non-contributing)

2:34:08

Applicant: Arnie McClure, Architect

Grady Woods recused himself from this project.

The applicant is requesting approval for various modifications & upfits to the non-contributing structure, including a new 2-story porch entrance with modification/extension of the existing front porch, replacement of windows on north, elimination of exterior stairs and new windows on east façade amongst other modifications.

Christopher Klement presented his staff report.

Public Comment:

Lise Sundrla, HBF Director, stated the Preservation Committee feels this is a very impressive project. The project has come together and the work that is being done brings the building together and gives what really was a very utilitarian building, a lot more expression. HBF is supportive of the project.

Public comment closed.

Motion: Mr. Berman made a motion to grant final approval with staff recommendations. Ms. Wilson seconded the motion. The motion passed unanimously.

H. 1006 Church Street, PIN: R120 004 000 0159 0000, Renovation/rehab of front as well as partial demolition & new addition to existing single-family dwelling (contributing)

2:43:11

Applicant: Marcie Banks, Architect/Owner

The applicant is requesting approval to renovate/rehab the front section of the contributing structure and to demolish decrepit lean-to for new addition to the back section.

Grady Woods returned to the meeting at this time.

Nick Navia presented his staff report.

Public Comment:

Lise Sundrla, HBF Director, stated the Preservation Committee is in support of staff's comments and in support of the project.

Public comment closed.

Motion: Mr. Berman made a motion to grant Final approval as stated. Ms. Petrella seconded the motion. The motion passed unanimously.

MISCELLANEOUS

3:07:04

The Board discussed Mr. Wood's reappointment. Mr. Wood stated he will not be requesting a reappointment but will serve until they have found a new member. Members also mentioned how informative and educational the training was that they just attended in Columbia, SC.

ADJOURNMENT

3:10:25

Mr. Sutton made a motion to adjourn seconded by Mr. Berman. The meeting ended at 5:10 pm.