



Historic District Review Board Meeting Minutes – June 11, 2025

CALL TO ORDER

0:52

A meeting of the Historic District Review Board was held in-person on Wednesday, June 11, 2025 at 2:00 pm.

ATTENDEES

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

Member 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 MAY 14, 2025

0:59

Chairman Sutton stated the minutes of the May 14, 2025 meeting today will be placed on the Board's next meeting for review since there is not a full board.

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

1:24

A. **Permit Extension: 1114 Congress Street: Request for a one-year COA extension for the COA.**

Applicant: Cherimie Crane Weatherford, Executive Director, Freeman's Arts District

The applicant is requesting approval for a one-year COA extension for the COA.

Curt Freese stated the applicant is requesting a one-year extension for their COA. Mr. Freese referred to Section 9.1 that states, COAs are given two years and then the COA can be renewed for one year periods five times, but it has to come before the Historic District Review Board (HDRB) to be approved. The applicant has not started on the project, but it was approved two years ago, and staff sees no reason why it cannot be renewed.

Public Comment:

None.

Public comment closed.

Motion: Ms. Petrella made a motion to approve the extension as requested. Ms. Wilson seconded the motion. The motion passed unanimously.

B. **314 Charles Street, PIN R120 004 000 849B 0000**, alterations

3:50

Applicant: Scott Haupt and Marilyn Marino, owners

Grady Woods recused himself from this project.

The applicants are requesting approval to install two (2) storm doors – 1 on the front and 1 on the rear door of their home.

Nick Navia presented the staff report.

Public Comment:

Lise Sundrla, Director of Historic Beaufort Foundation (HBF), agrees with staff's recommendation. This is an important structure. Ms. Sundrla referred to the Preservation Manual. She provided the applicant a recommendation for whoever to go to look for wooden storm doors that was recommended by Jeremy Tate, Staff Architect. Keeping it as wood will go a long way with showing best practices for what to do with historic structures. Ms. Sundrla stated that we don't look at a mistake that was made previously and use that as a precedent to go forward.

Public comment closed.

Motion: Ms. Petrella made a motion to approve the aluminum example as presented today. Ms. Wilson seconded the motion. The motion passed unanimously.

C. **914 Newcastle Street, PIN R120 004 000 0279 0000**, new construction

18:02

Applicant: Megan Chancellor Crumrine, Architect

Mr. Woods returned to the Board now.

The Applicant is requesting approval for construction of a new single-family residence.

Christopher Klement presented the staff report.

Public Comment:

Lise Sundrla, Director of Historic Beaufort Foundation (HBF), said HBF is very pleased with the changes that were made to minimize the height and scale of the building.

Public comment closed.

Motion: Mr. Woods made a motion to grant final approval with staff looking at the chimney cap if there are any alterations. Ms. Petrella seconded the motion. The motion passed unanimously.

Mr. Freese said that the HRB/Planning Commission Subcommittee has been meeting, and they are making some good progress. Mr. Freese asked the board members if they want to do a Fall Tour possibly in October. He also asked if the board members would be interested in future training. **42:40**

ADJOURNMENT

45:46

Ms. Petrella made a motion seconded by Ms. Wilson to adjourn. The meeting ended at 2:45 pm.