



# Historic District Review Board Meeting Minutes – July 9, 2025

## CALL TO ORDER

1:18

A meeting of the Historic District Review Board was held in-person on Wednesday, July 9, 2025 at 2:00 pm.

## ATTENDEES

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

Member absent: Rita Wilson and Kim Petrella.

Staff in attendance: Curt Freese, Community Development Director, Christopher Klement, Community Development Planner III, Meadors Architects, and Julie A. Bachety, Community Development Administrative Assistant II.

## REVIEW OF MINUTES OF MAY 14, 2025

1:30

Chairman Sutton stated the minutes of the May 14, 2025 meeting will be deferred to the Board's next meeting due to the lack of board members.

*All Historic District Review Board Meeting minutes are recorded and can be found on the City's website at <http://www.cityofbeaufort.org/AgendaCenter>.*

## REVIEW OF MINUTES OF JUNE 11, 2025

1:31

Chairman Sutton stated the minutes of the June 11, 2025 meeting will be deferred to the Board's next meeting due to the lack of board members.

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## APPLICATIONS

1:55

- A. **1405 Duke Street, PIN R120 004 000 0345 0000**, addition  
Applicant: Martin W. Nash, homeowner

The applicant is requesting approval to build a screened-in detached adobe (200 sq. ft.) on an existing platform at the rear of the existing house.

Curt Freese said regarding this project, when the packages went out on Thursday before the Fourth of July holiday, it was discovered by Historic Beaufort Foundation (HBF) that they hold an easement on this property and that easement requires the applicant to obtain approval for any major changes and HBF has not made that approval. Mr. Freese recommends the Board defer the project. The applicant was present, but then left.

Public Comment:

**Lise Sundrla, Historic Beaufort Foundation (HBF) Director**, said the project actually started with the applicant submitting an incomplete application. Then additional documents were submitted by the applicant yesterday and our Committee did not have time to review them.

Public comment closed.

**Motion:** Mr. Berman made a motion to defer the 1405 Duke Street project, and the Board will have some discussion about this at the end of the meeting. Mr. Woods seconded the motion. The motion passed unanimously.

B. **605 Carteret Street, PIN R120 004 000 0637 0000**, alterations

**7:48**

Applicant: Zach and Rihanna Graber, homeowners

The applicants are requesting approval for minor exterior changes, including a new front door, shutters, exterior paint color change and installation of gutters around the roof.

Christopher Klement presented the staff report.

Public Comment:

**Lise Sundrla, Historic Beaufort Foundation (HBF) Director**, said HBF is in support of staff's comments. However, it would be more in keeping with the style of the house not to choose the white paint color with the black surrounds around the windows. The building was built ca. 1880 in a similar style and form as to our Rainbow Row by George Holmes on Craven Street and during the Vernacular Period of our Victorian style with more of a pastel coloring.

Public comment closed.

**Motion:** Mr. Berman made a motion to approve with staff recommendations with the addition that the two vertical panel door was recommended and we're approving it as it is presented but if the applicant decides to change exterior paint colors to a pastel palette that it can be approved at the staff level. Mr. Woods seconded the motion. The motion passed unanimously.

C. **807 Scott Street, PIN R120 004 000 0425 0000**, exterior renovations

**23:20**

Applicant: Mirjam Kauffman for Stuart Feldman

The Applicant is requesting approval on various interior and exterior renovations/alterations, including changing location of existing door/window at rear elevation, placement of new windows, exterior paint color change as well as screened-in porch enclosure.

Christopher Klement presented the staff report.

Public Comment:

**Lise Sundrla, Historic Beaufort Foundation (HBF) Director**, said HBF is supportive with staff's comments with the same caveat with the color of the house and is ca. 1885. It does have an extintive bay window on it. Ms. Sundrla suggested the applicant go in the direction of the pastel colors for the base, HBF feels it would be more appropriate than the white, but a secondary opportunity is to do the white base and then highlight the trim with a pastel.

Public comment closed.

**Motion:** Mr. Berman made a motion to approve with staff recommendations. Mr. Woods seconded the motion. The motion passed unanimously.

**Discussion**

**1:03:12**

The Board discussed conservation easements and the process. If there is a property with a conservation easement, how do we know before it's too late, the Board asked. Mr. Berman stated it should be filed with the Register of Deeds. Ms. Sundrla said typically she will know before meeting with the client. Chairman Sutton suggested Ms. Sundrla give the Board an informal training on Easements. Mr. Freese suggested making this topic part of the Fall tour/session.

**ADJOURNMENT**

**1:11:27**

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Mr. Woods made a motion seconded by Mr. Berman to adjourn. The meeting ended at 3:10 pm.