



CERTIFICATE OF APPROPRIATENESS APPLICATION **FOR PROJECTS WITHIN THE BEAUFORT HISTORIC DISTRICT**

Instructions:

Please complete the application below and include all attachments as noted on page 2 of this application along with a **\$50.00 application fee** and return to the Beaufort Town Hall; 701 Front Street or P.O. Box 390, Beaufort, N.C. 28516. Incomplete applications will not be processed and **will be** returned to the applicant. Please contact Town Hall at 252-728-2142 if there are any questions.

APPLICANT/OWNER INFORMATION

Please print!

Applicant Name: Adeline and David Talbot
Applicant Address: 913 Ann Street, Beaufort, N.C. 28516
Business Phone: 336.312.5654 (ACT) Email/Cell: atalbote@studiotravel.com
336.543.6879 (DCT) talbotdavid@gmail.com
Property Owner Name: see above
Address of Property: 120 Moore St, Beaufort, N.C. 28516
Phone Number: see above Email/Cell: see above

PROJECT INFORMATION

Detailed description of the Proposed Project (please attach additional pages if necessary):

Estimated Cost of Project: \$ _____

Year House Built: 1817

[Signature]
Applicant Signature

May 15, 2019
Date

Property Owner Signature (if different than above) _____

Date

An application fee of \$50.00, either in cash, money order, or check made payable to the "Town of Beaufort" must accompany this application (a credit or debit card payment can be made in person at Town Hall). The complete application, payment, and supporting material must be received by Town Staff by the posted submittal dates noted on the Historic Preservation's calendar found on the Town's website at www.beaufortnc.org. The Commission meets regularly on the first Tuesday of the month unless it is a holiday.

OFFICE USE ONLY

Received by: JG
Date: 06/10/19

Reviewed for Completeness: JG
Date Deemed Completed and Accepted: 06/10/19

REQUIRED ATTACHMENTS FOR A CERTIFICATE OF APPROPRIATENESS (COA)

Please provide the following along with this checklist form, with the COA application:

1. Items required for ALL projects:

- ☒ A list all adjacent property owners (with mailing addresses).
- ☒ Photographs of the streetscape, the site, and existing buildings to be impacted.
- ☒ A site plan showing dimensions of both existing and proposed conditions. *see attachments*
- ☒ A description of all building and/or landscaping materials (such as siding, roofing, windows, doors, signs, planting materials, etc.). *see attachments*

2. Items required as applicable to project:

- ☐ A description of any planned demolition.
- ☐ An indication of all trees to be replaced and/or removed. *N/A*
- ☐ A landscaping plan indicating major planting materials. *N/A*
- ☐ Exterior paint color sample/color swatch(s) for projects involving any change of exterior paint color(s) only. *See supplemental materials*
- ☐ All types of building material samples. *see supplemental materials*
- ☐ If a project involves the reconstruction of an earlier feature of a historic structure, documentation of the prior existence of such feature.

3. Additional items required (only) for new Signage:

- ☐ A drawing or true likeness of the new sign indicating the dimensions of the sign (and any supporting post or hanging apparatus if applicable). The lettering style and colors of the sign should also be on the drawing or likeness.
- ☐ A paint sample/color swatch of all color(s) to be used both on the sign and on the post or hanging apparatus if applicable.

4. At least one set of materials, in color, that are to be evaluated by the Commission should be submitted with the application. An electronic or digital file of the work should also be submitted. Please contact Town Staff to see what electronic or digital file can be submitted.

5. The applicant or a representative for the applicant must be present at the meeting for action to be taken on the application. If it is not possible for the applicant or their representative to be present at the assigned meeting, please contact Town Staff as soon as possible.

A COA is valid for a period of six (6) months and may be renewed for an additional six months via written request to Town Staff from the applicant (please state all reasons why the extension is needed). If work has not begun or a building permit for the project has not been obtained within the six-month period, the COA is deemed invalid. The COA is considered issued once the Commission approves the application at their meeting.

If there are questions regarding what should or should not be included with this application, please contact Town Staff at 252-728-2142 or at j.ganey@beaufortnc.org.

Properties Adjacent to 120 Moore Street

Zachery Johnson
206 Ann St, BFT, NC, 28516

St Paul Episcopal Church
206 Ann St, BFT, NC 28516

Virginia Costlow
201 Ann St, Bft, NC, 28516

Christopher and Heidi Tutak
131 Ann St, Bft, NC

Margaret Risser
118 Moore St, BFT, NC, 28516

Allan Paul
117 Moore St, BFT, NC, 28516

120 Moore Street

It is our intention to restore the existing structure and use matching materials throughout areas of new construction. Please see the attachments which include:

1. Drawings of the existing structure
2. Drawings of proposed changes
3. Drawings and/or illustrations of proposed materials including storms/screens for existing windows, windows for the new additions, brick, siding, metal roofing and shingles.
4. Paint color will be standard Beaufort White.