



**CITY OF SOUTHPORT
CITY OF SOUTHPORT
SPECIAL HISTORIC
PRESERVATION COMMISSION**

2/19/2025

Minutes

Members: Charles Drew, Bonner Herring, Joanne Wesson, Josh McGee, Bonnie Bray

Absent Members: Jim McKee [Via Phone], Tal West, Alexis Graves, Rick Pukenas

Staff: Penny Tysinger, Historic Preservation Commission Planner
Maureen Meehan, Planning Services Director
Tori Deviney, Deputy City Clerk

- A. Chair Drew called the meeting to order at 10:08 AM.
- B. Chair Drew provided the Invocation
- C. Chair Drew led everyone in the Pledge of Allegiance
- D. A motion to approve the agenda was provided by Ms. Wesson and seconded by Mr. McGee. ***Unanimous vote, Motion carried.***
- E. **Public Comment**
None
- F. **Old Business**
 - 1. Review of the Local Historic District Design Standards Draft
Chair Drew expressed that while the document was generally well-prepared, there were some necessary changes. He emphasized the importance of moving the document forward without delving into minor grammatical corrections, as these would be addressed by the consultants. The goal is to submit the document to SHPO for approval and subsequently present it to the Board of Aldermen, ideally in March, to allow them time for review before taking action. Chair Drew reviewed the introduction section and stated that he had no significant changes. Ms. Tysinger noted that on page four, Mr. Pukenas had requested the inclusion of the commission's formation date, September 8, 2022, which was acknowledged and would be relayed to the consultant.
Mr. McKee provided updates on the history and architecture section, suggesting the following revisions per his email submission:

P. 28 Incorporation of Smithville and Early Development

First paragraph, opening sentences:

"Brunswick Town, which was located about 12 miles upriver, was abandoned and later partially burned during the American Revolution, and Fort Johnston was burned by local patriots in July 1775, and in 1792, the Town of Smithville was officially created around the remains of the fort."

p. 31:

2nd paragraph, 4th line:

change "as" to "**on**"

5th paragraph, third line:

"...the town's name was changed to Southport **on March 4, 1887.**"

P.32: 3rd paragraph, 3rd line:

Sentence runs into picture caption, needs to be cleaned up.

Ms. Tysinger noted that additional comments had been received from the Historical Society, and further discussions with the consultant would be necessary before finalizing this section. Mr. McKee emphasized that the intent of the history section was to provide an accessible summary for the general reader.

Mr. McGee reviewed Section 3, covering new construction and additions. He proposed the following changes:

- 3.1.1: Add "Adhere to property setbacks in accordance with the UDO. Refer to the section on key terminology for the definition of contributing structures."
- 3.1.2: Modify to "When feasible, maintain the pattern of building separation."
- 3.1.4: Add "Contact planning officials for assistance if archaeological features are suspected."
- 3.3.2: Add "on building elevations visible from public streets or waterways" regarding the prohibition of substitute materials.
- 3.3.4: Remove this unused section.
- 3.5.1: Remove the incomplete sentence, "form and rhythm."
- 3.5.2: Modify "reflects" to "reflects and complements..."
- 3.5.4: Add "should be avoided, because they will tend to have a disruptive effect on the desired harmony of the streetscape."
- 3.6.1: Modify to include "Utilize landscaping in accordance with UDO guidelines to screen mechanical and electrical devices and non-conforming structures from public view."
- 3.7.2: Debate on whether to retain the restriction on additions being taller or wider than the original structure, with a suggestion to consult the consultant for clarification.
- 3.7.5: Modify to allow substitute siding for additions as long as it is not visible from public streets or waterways. Consider allowing screening through fencing or landscaping.
- 3.7.6: Clarify that "wood windows are most appropriate for new residential additions" to differentiate from commercial structures.
- 3.7.7: Add "so as not to overpower the prominence of the original building."
- 3.8.1: Add "Alternative deck and handrail materials are subject to approval by the

HPC."

Ms. Tysinger reviewed Section 4 on relocation and demolition, stating that it was in good order.

[Ms. Bray arrives at 10:56 am] Ms. Bray reviewed the resiliency standards, noting that the draft largely aligned with state guidelines but lacked a dedicated section on rights-of-way. She recommended adding this topic to better address individual and municipal responsibilities.

Ms. Bray emphasized that including a rights-of-way section would be beneficial, particularly for hurricane preparedness, as it would clarify both city and individual responsibilities for clearing debris and protecting historic structures. She pointed out that common issues such as downed signage, damaged curbs, and debris-blocked walkways were often overlooked but could be mitigated with better planning. She suggested incorporating guidance on routine maintenance of rights-of-way before major storms, as well as emergency measures for preserving public accessibility in historic areas. Additionally, she recommended that the section include examples of best practices for maintaining pedestrian-friendly and historically appropriate rights-of-way.

Ms. Wesson reviewed the appendix and glossary, affirming that the guidelines provided reasonable recommendations rather than mandates. She highlighted common-sense measures regarding disaster preparedness and utilities, emphasizing that many provisions aligned with existing building codes.

Ms. Bray raised concerns about the lack of a dedicated commercial buildings section, questioning whether it was absorbed into the broader new construction and additions category. Ms. Meehan clarified that modern preservation guidelines tend to integrate commercial and residential standards rather than treat them separately.

Chair Drew suggested that, in the absence of Ms. Graves and Mr. Pukenas, their assigned sections be reviewed via email to ensure timely feedback. Ms. Meehan advised that all comments be submitted to staff individually to avoid violating open meeting laws. A deadline for comments was set to ensure that the revised draft could be sent to SHPO by the end of the following week. The Commission discussed the timeline for presenting the standards to the Board of Aldermen and aligning this process with zoning amendments. The goal is to have the standards reviewed by the Planning Board and the Board of Aldermen concurrently to expedite adoption.

Mr. McGee raised an inconsistency regarding curbing materials. He noted that the guidelines currently prohibit landscaping wood ties, which had recently been approved for use in a separate parking lot in the district. The Commission agreed to revise the

language to ensure consistency across policies.

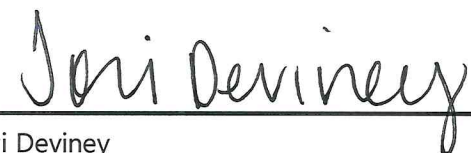
G. Adjourn

Chair Drew asked if anyone would like to make a motion to adjourn. Ms. Wesson made the motion, which was seconded by Mr. Herring. ***Unanimous vote, Motion carried.***

Meeting adjourned at 11:32 AM.

X 

Charles Drew
Chair

X 

Tori Deviney
Deputy City Clerk