

**HPC Reg Mtg Minutes of the  
New Bern Historic Preservation Commission  
March 15, 2023 – 5:30 P.M.**

The New Bern Historic Preservation Commission (HPC) held its regular meeting on Wednesday, March 15, 2023, in the Historic Courtroom, Second Floor, City Hall, 303 Pollock St.

**1. OPENING OF MEETING WITH ROLL CALL**

**Meeting called to order by Chair Bisbee at 5:30 pm.**

<b>Members Present:</b>	Jim Bisbee, Chair	Gregory Rusch
(5 needed for quorum)	Tripp Eure, Vice-Chair	Candace Sullivan
	Dr. Ruth Cox	Tim Thompson
	Jim Morrison	Marc Wartner

**Members Excused:** None

**Members Absent:** Mollie Bales

**A quorum was present.**

**Staff Present:** Matthew Schelly, AICP, City Planner, HPA, HPC Secretary

**City Attorney Present:** Jaimee Mosley, Assistant City Attorney

**Others Present:** (see sworn-in sheet, attached to the minutes)

**2. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)**

No meeting minutes were available.

**3. ADJUSTMENTS TO THE AGENDA**

This section was skipped.

**4. HEARINGS ON CERTIFICATES OF APPROPRIATENESS:**

**A. Hearings: Introduction, Swearing-In, Summary of Process**

Chair Bisbee explained the HPC and the quasi-judicial hearing process and Staff Schelly swore in the witnesses with the following oath:

“Do you swear to tell the truth to the best of your knowledge?”

The witnesses responded in the affirmative. The list of the witnesses is attached to the minutes.

**APPLICATIONS**

With the understanding that both sets of applicants have requested their applications be continued, Chair Bisbee asked if the applications for both 305 North Ave. and 100 Middle St. (Doubletree Hotel) can be continued with one vote. Assistant City Attorney Mosley confirmed that is possible if there is a unanimous decision. Commissioner Thomson asked why each was requesting to be continued. (See the responses for each in their items below.)

**B. 305 North Ave. – to include a new infill house. Continued from previous meeting.**

Staff Schelly replied to Commissioner Thomson that the applicants are not yet ready because they are preparing the documents that were requested at their last meeting. The motion for continuance was combined with the same for 100 Middle St. – see below.

47  
48 **C. 100 Middle St. (Doubletree Hotel)** – to include reconstruction of the deck in the Tertiary  
49 AVC. Continued from previous meeting.

50 Staff Schelly replied to Commissioner Thomson that the applicants are still negotiating the  
51 issue regarding the ownership of the land or their right to use it.

52  
53 **MOTION** by Commissioner Thompson to CONTINUE the applications for **305 North**  
54 **Ave.** and **100 Middle St.** until the April 19, 2023 Regular Meeting, 5:30 pm, in the City  
55 Hall Historic Courtroom. For 305 North Ave. the application is not yet complete based on  
56 requests we made at the Design Review meeting for this application. For 100 Middle Street  
57 they are still negotiating with the City regarding adjacent property issues.

58 Commissioner Rusch seconded the motion.

59 **Motion passed** unanimously.  
60

61 **D. 820 Broad St.** – to include brick walls and wood fencing in all AVCs.

62 Jesse Shimer, the owner's authorized representative, was present and sworn for the hearing.  
63 After a summary by HPC staff, opportunities for applicant, proponent, opponent, and  
64 government agency comments and rebuttals, recommendations by HPC staff, and board  
65 discussion, there was a:

66 **MOTION** by Commissioner Morrison to find the application for a Certificate of  
67 Appropriateness for 820 Broad St. to be **Not Incongruous** with New Bern's Code of  
68 Ordinance sections 15.411 – 15.429 and New Bern's Historic District Guidelines based  
69 on the following specific guidelines and findings of fact:

70 **Fences and Garden Walls**

71 2.5.1

72 2.5.2

73 2.5.3

74 **Paint**

75 5.4.2

76 5.4.3

77 5.4.4

78 5.4.6

79 **Findings of Fact**, are:

- 80 1. The structure is a contributing resource in either the Dense or the Tight Weave  
81 development pattern;  
82 2. The project is a variety of fences within all of the Areas of Visual Concern;  
83 3. The proposed design, components, and materials meet the requirements of the  
84 Guidelines;  
85 4. The Zoning Administrator and the Chief Building Official have reviewed this  
86 project and commented accordingly;  
87 5. The project is not incongruous with the Guidelines.

88 The motion included the following **condition**:

- 89 • the applicant will provide further detail on brick width and spacing of both the  
90 honeycomb and the solid sections of the fence where brick is proposed.

91 Commissioner Thompson seconded the motion.

92 **Motion passed** unanimously.

**MOTION** by Commissioner Thompson to issue the CoA; Second by Commissioner Rusch.  
**Motion passed** unanimously.

5. **OLD BUSINESS** (non-hearing items tabled or continued from a previous meeting)  
None

6. **GENERAL PUBLIC COMMENTS**  
None spoke.

7. **NEW BUSINESS:**  
None

8. **HPC ADMINISTRATOR'S REPORT**

A. **Report on CoAs Issued 02/04/2023 – 03/03/2023**

There were no additional comments from staff nor questions or comments from the Commissioners.

B. **Report on CoA Extensions Issued since the Prior Regular Meeting:**

This item was skipped.

C. **Other Items and Updates**

This item was skipped.

9. **COMMISSIONERS' COMMENTS:**

This item was skipped.


10. **ADJOURN:**

**Motion to adjourn the meeting:** Commissioner Cox; Second by Commissioner Sullivan.

**Motion passed** unanimously

The meeting was adjourned at 5:58 pm.

Minutes approved: April 19, 2023



James Bisbee, Chair



Matthew Schelly, City Planner, HPC Secretary



HISTORIC PRESERVATION COMMISSION

REGULAR MEETING

Wednesday, March 15, 2023, 5:30 PM

SWORN SIGN-IN SHEET

Name (printed legibly)

Address

Jesse Shimer

1603 Cambridge Dr Kinston, NC 28504

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