



Development Services Department
303 First St. P.O. Box 1129
New Bern, NC 28563
(252) 639-7581

TO: **New Bern Historic Preservation Commission**
FROM: Matt Schelly, AICP, City Planner
DATE: May 4, 2023
RE: Regular Meeting, **5:30 PM, Wednesday, May 17, 2023, in the Courtroom, Second Floor, City Hall, 303 Pollock St.**

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD CALL
639-7501 NO LATER THAN 3 P.M. THE DATE OF THE MEETING

REGULAR MEETING AGENDA – 5:30 PM

1. Opening of Meeting with Roll Call
2. Adjustments to the Agenda
3. Consent Agenda
 - A. Approval of Minutes of Previous Meeting(s)
 - 1) Minutes of April 19, 2023
 - 2) Minutes of January 18, 2023
 - 3) Minutes of May 18, **2022**
 - B. Approval of Written Decisions
 - 1) CoA Approval of Application for 719 E. Front St.
 - 2) CoA Approval of Application for 411 Broad St.
 - 3) CoA Approval of Application for 501 Metcalf St.
 - 4) CoA Approval of Application for 222 Middle St.
4. Hearings on Certificates of Appropriateness:
 - A. Hearings: Introduction, Swearing-In, Summary of Process
 - Introduction of Hearings and Rules of Procedure
 - Swearing-In of Speakers
 - Summary of the Hearing Process
 - B. **305 North Ave.** – to include a new infill house. This application was continued from the previous Regular Meeting.

- C. **100 Middle St. (Doubletree Hotel)** – to include reconstruction of the deck in the Tertiary AVC. This application has been withdrawn.
- D. **710 New St.** – to include demolition of a contributing structure and construction of a new infill house. This application was continued from the previous Regular Meeting.
- E. **521 Hancock St.** – to include fully enclosing lower and upper rear screened porches in the Primary and Secondary AVCs.
- F. **302 Avenue A** – to include removal of a metal shed and construction of a new garage in the Secondary and Tertiary AVCs.

**Please note that applications for these projects, including proposed plans, are available for review during normal business hours in the Development Services Department (303 First St.).*

- 5. Old Business (non-hearing items tabled or continued from a previous meeting): none
- 6. General Public Comments
- 7. New Business:
 - A. **719 E. Front St.** – discussion about building setbacks in the flood hazard area.
- 8. HPC Administrator’s Report:
 - A. Report on CoAs Issued 04/07/2023 – 05/03/2023
 - MAJORS:
 - 222 Middle St. – three windows, two doors
 - 411 Broad St. – rear pavilion addition
 - 501 Metcalf St. – rear porch replacement, front stairs and handrails, walkway, landscaping
 - 707 E. Front St. – trellis
 - 1 pending
 - MINORS:
 - 221 S. Front St. – transformer relocation
 - 218 E. Front St. - signage
 - About 6 pending, plus about 12 pending info from applicants
 - B. Report on CoA Extensions Issued since the Prior Regular Meeting: none
 - C. Other Items and Updates by the Administrator
- 9. Commissioners’ Comments
- 10. Adjourn