



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:** June 8, 2023  
**RE:** Regular Meeting, **5:30 PM, Wednesday, June 21, 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 May 17, 2023
    - 2) Minutes of October 19, 2022
    - 3) Minutes of March 16, 2022
  - B. Approval of Written Decisions
    - 1) 521 Hancock St.
    - 2) 302 Avenue A
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
  - Applications:
    - B. **305 North Ave.** – to include a new infill house. This application was continued from the previous Regular Meeting. The HPC should decide on this application at this meeting.
    - C. **221 S. Front St.** – to amend the approved CoA to delete the addition, and for new lighting, revised fencing, sitework, and parking in all 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. **City Land Use Ordinance Section 15-416.** Discuss and consider recommending changes to this section of the City Code.
8. HPC Administrator's Report:
  - A. Report on CoAs Issued 05/04/2023 – 06/07/2023
    - MAJORS:
      - 301 Hancock St. – porch renovations
      - 302 Avenue A – new garage
      - 521 Hancock St. – rear porches enclosure
    - MINORS:
      - 203 S. Front St. – access ramp
      - 316 S. Front St. – amendment for light fixtures
      - 411 Broad St. – awning, sign, lighting
      - 412 Pollock St. – repointing
      - 501 George St. – hvac platform & screening
      - 609 New St. – tree replacement
      - 1305 National Ave. – tree replacement
    - About 10 pending, plus about 15 pending info from applicants
  - B. Report on CoA Extensions Issued since the Prior Regular Meeting:
    - 101 King St. – extension of CoAs for demolition and redevelopment to 6/24/2024
  - C. Other Items and Updates by the Administrator
9. Commissioners' Comments
10. Adjourn