



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: July 7, 2023
RE: Regular Meeting, **5:30 PM, Wednesday, July 19, 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 June 21, 2023
 - 2) Minutes of October 19, 2022
 - 3) Minutes of March 16, 2022
 - 4) Minutes of September 21, 2022
 - B. Approval of Written Decisions
 - 1) 221 S. Front 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
 - 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. **1207 N. Pasteur St.** – to include a replacement front door, replacement and new windows, and a new rear door 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: none
8. HPC Administrator’s Report:
 - A. Report on CoAs Issued 06/08/2023 – 07/05/2023
 - MAJORS:
221 S. Front St. – Amendment: remove restaurant, new sitework, sign
 - MINORS:
312 Metcalf St. – new storm windows
516 Craven St. – tree replacement
517 Middle St. – new driveway, landscaping, gutter
720 E. Front St. – new dock, lifts, walkway
724 Pollock St. – remove stairs, door, and overhang, return wall to wood siding
About 11 pending, plus about 16 pending info from applicants
 - B. Report on CoA Extensions Issued since the Prior Regular Meeting: none
 - C. Other Items and Updates by the Administrator: new fees
9. Commissioners’ Comments
10. Adjourn