



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: August 4, 2023
RE: Regular Meeting, **5:30 PM, Wednesday, August 16, 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)
 - a. Minutes of July 19, 2023
 - b. Minutes of June 21, 2023
 - c. Minutes of September 21, 2022
 - d. Minutes of August 17, 2022
 - B. Approval of Written Decisions
 - a. 1207 N. Pasteur St.
4. Hearings on Certificates of Appropriateness:
 - C. Hearings: Introduction, Swearing-In, Summary of Process
 - Introduction of Hearings and Rules of Procedure
 - Swearing-In of Speakers
 - Summary of the Hearing Process
 - D. **305 North Ave.** – to include construction of an infill house as redevelopment after demolition of the existing house.
 - E. **719 E. Front St.** – to include an amendment to change building location, affecting the Primary AVC.

F. **100 Craven St.** – to include windows and doors replacement, new flood barrier, mechanical screening, and sitework 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. **Trent Court** – consider requesting a letter from the State Historic Preservation Office regarding whether Trent Court is classified as being of Statewide Importance.
8. HPC Administrator’s Report:
 - A. Report on CoAs Issued 07/06/2023 – 08/03/2023
 - MAJORS:
None – 1 pending
 - MINORS:
202 Middle St. – roof deck replacement
221 Craven St. – new rooftop railing
302 Broad St. – tree replacement
621 Hancock St. – new awnings
706 E. Front St. – remove windows, add new siding
About a dozen 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