



NEW BERN

CITY OF NEW BERN

Development Services Department
303 First St. P.O. Box 1129
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TO: New Bern Historic Preservation Commission
FROM: Matt Schelly, AICP, City Planner
DATE: October 2, 2023
RE: Design Review Meeting, 5:30 PM, Wednesday, October 4, 2023, in the Development Services Conference Room, 303 First St.

DESIGN REVIEW AGENDA – 5:30 PM

- I. Application Design Review** - Consider certificate of appropriateness applications for proposed major exterior alterations:
 - A. 407 Metcalf St.** – replacement fences
 - B. 310 Bern St.** – new storm windows, mechanical units, replacement gutters
 - C. 403 E. Front St. (Sudan Shriner’s Temple)** – demolition proposal and redevelopment
 - D. Trent Court** – demolition proposal and redevelopment
 - E. 221 Middle St.** – façade renovation
 - F. 227 E. Front St.** – amendment to CoA for revised rear stair tower
- II. Informal Design Review** – Discussions with potential applicants prior to submitting a formal application. Potential applicants may show up with nothing more than a verbal description, however photos and other information are more helpful.
 - A. Any walk-ins?**
- III. Informal Board Discussion Items**
 - A. Prevention of Demolition by Neglect Work Group** – report
 - B. Guidelines Updates Work Group** – report
 - C. Historic Property Owners Support (HiP Owners Support) Work Group** – report
 1. Brochure of services offered
 - D. Preservation Awards Work Group** – report
 - E. Work Group Assignments**
 1. Anyone want to be added to a Work Group?
- IV. Project Follow-Ups, Updates, and Questions**
 - A. CoAs denied** – None
 - B. CoAs issued** September 2 to September 28
 - MAJORS:**
 - none
 - 2 pending

MINORS:

100 Middle St. – pavers
202 and 204 Craven St. – replacement awning fabric
207 Broad St. ROW – tree replacement
311 Hancock – signage
504 Middle St. – replacement sign
About 15 pending

C. Resiliency Plan: to receive award from NC APA

V. Enforcements - Old and **New** since last DR meeting

A. Ongoing, Formal:

215 Pollock St. – modern metal roofing – City Attorney pausing for owner to sue contractor
221 E. Front St. – long-time DBN case – “221 Team” mtg. with owner 7/28/21; Minor CoA application submitted for repointing; informed HPA about proposed brick repair work

B. Preliminary, Informal:

214 Pollock ROW – replacement tree
311 Hancock St. – repointing w/o CoA - inspection and photos, discuss with contractor in 2020
319-323 Middle St. – painting previously unpainted brick – discussed with HPC; no new action since late 2020
711 Pollock St. – paint removal – siding to be removed for insulation, then same siding returned in place
818-820 Broad St. – 5 trees removed w/o CoA
819 N. Craven St. - new fencing w/o CoA - waiting for email that Morgan approved as RiK.

C. Remaining to begin contact/enforcement:

408 Avenue A – reroofing w/o CoA or consent as RiK; repaving driveway apron
411 Johnson St. – incorrect standing seam metal roof (w/ or w/o a CoA?)
508 C St. – porch revision w/o CoA, applied for CoA for sidewalk, porch
509 Craven – follow up on 2018 violation, porch columns
510 C St. – shed w/o CoA
511 Middle St. – fence w/o CoA
525 Queen St. – repair to soffit unfinished; contractor contacted by HPA
601 Broad St. – reroofing w/o CoA or consent as RiK
605 Hancock St. – mech unit w/o CoA for screening
624 E. Front St. – installation of fencing not according to CoA or Guidelines
702 E. Front St. – landscaping required as condition of CoA not yet installed
707 Craven St. – post removed w/o CoA
715 Craven St. – new shed w/o CoA
809 N. Craven St. - replacement siding & window trim w/o consent or CoA; owner to contact HPA
812 Queen St. – building demolition w/o CoA
911 Broad St. – porch revision w/o CoA
1117 N. Craven St. – installation of driveway and tree removal w/o COA; met with owner

VI. Staff and Board:

A. Training - TBD

VII. Requests by Commission Members for Future Work Session Items

VIII. Adjourn