



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: October 5, 2023
RE: Regular Meeting, **5:30 PM, Wednesday, October 18, 2023, in the Courtroom, Second Floor, City Hall, 303 Pollock St.**

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD CALL
252-639-7501 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:
 - 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. **407 Metcalf St.** – to include removal of existing fencing and gate, and installation of new wood fencing and gate.
 - C. **221 Middle St.** – to include a renovation of the front façade at the first floor.

D. **837 S. Front St. (Trent Court, Area A)** – to include demolition of 13 buildings and redevelopment of the land area.

**Please note that the application for these projects, including proposed plans, is 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 09/09/2023 – 10/04/2023

MAJORS:

100 Craven St. – window and door replacements, screening, flood barriers, sitework
3 pending

MINORS:

100 Middle St. (Doubletree Hotel) – entry walk replacement with pavers
207 Broad St. ROW – tree replacement
311 Hancock St. – replacement signage
504 Middle St. – replace wood sign with bronze sign
About 10 pending, plus about 15 waiting for 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