

AGENDA

CITY OF NEW BERN HISTORIC PRESERVATION COMMISSION

Design Review Meeting
Wednesday, January 3, 2024 – 5:30 P.M.
Conference Room, Development Services
303 First Street, New Bern, NC



1. ADJUSTMENTS TO THE AGENDA
2. APPLICATION DESIGN REVIEW - Consider certificate of appropriateness applications for proposed exterior alterations:
 - A. **1308 N. PASTEUR ST.** – fencing in the Primary AVC.
 - B. **110 (or 104) KING ST.** – new infill house.
 - C. **511 E. FRONT ST.** – remove one window, add two new windows.
3. INFORMAL DESIGN DISCUSSION – 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. **309 JOHNSON ST.** – various restoration elements in all AVCs.
 - B. **SUDAN SHRINERS' TEMPLE** – discussion with architect, discuss SHPO letter and site tour
 - C. Tentative (waiting for contact from the buyers): **214 CHANGE ST.** – new front porch
 - D. Tentative (waiting for contact from Butts): **818 BROAD ST.** – new vending machine
 - E. **ANY WALK-INS**
4. 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
 - D. **PRESERVATION AWARDS WORK GROUP** – report
 - E. **WORK GROUP ASSIGNMENTS** - Anyone want to be added to a Work Group?
5. PROJECT FOLLOW-UPS, UPDATES, AND QUESTIONS:
 - A. **REPORT ON MAJOR COAS DENIED** – None
 - B. **REPORT ON MAJOR COAS ISSUED:** (October 31 - December 28)
 - 305 North Ave. – demolition and new infill house
 - 308 Johnson St. – new accessory structure
 - 514 E. Front St. – small addition
 - 720 E. Front St. – Amendment for infill house and garage
 - 817 Pollock St. – remodel accessory structure

C. REPORT ON MINOR COAS ISSUED: (October 31 – December 28)

119 Middle St. – driveway and parking areas
207 & 209 New St. ROW – tree replacements
301-303 Hancock St. – windows, gate, door, and baluster repairs and replacements
307 Avenue A – new shed
508 C St. – front walkway
511 Broad St. – new garden and tree removal
512 George St. – chimney replacement
514 E. Front St. – minor landscaping
520 Craven St. ROW – tree replacement
606 Hancock St. ROW – tree replacement
706 E Front St. – mini splits
1119 N. Craven St. – tree replacement
1203 National Ave. – front and side steps replacements
About 10 pending

D. RESILIENCY – report on UNC SOG Dec 7 workshop, upcoming items

6. ENFORCEMENTS - OLD AND **NEW** SINCE LAST DR MEETING

A. PREVENTION OF DEMOLITION BY NEGLECT CASES, FORMAL:

508 C ST. – Order of the Building Inspector issued 8/29/2023, due date 2/1/2024
510 & 512 C ST. – Monthly updates on progress since 4/2023, **lost contact 9/2023 to 11/2023, contact restored and small progress is being made**

B. ONGOING VIOLATIONS, FORMAL:

215 Pollock St. – modern metal roofing – City Attorney pausing for owner to sue contractor
221 E. Front St. – long-time DBN case – Minor CoA issued 11/2022 for repointing, utilities removal; informed HPA about proposed brick repair work

C. PRELIMINARY VIOLATIONS, INFORMAL:

219 E. Front St. – attempted contact w/ owner; Minimum Housing also acting
214 Pollock ROW – replacement tree
311 Hancock St. – repointing w/o CoA - inspection and photos, discussion 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; meeting with owner 10/2023; Minimum Housing also acting
726 Pollock St. – meeting with owner 9/2023
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 fencing as RiK.

D. 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
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

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

7. STAFF AND BOARD TRAINING – report on Dec. 7 SOG workshop

8. COMMISSION COMMENTS

9. ADJOURNMENT