



Development Services Department
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TO: New Bern Historic Preservation Commission
FROM: Matt Schelly, AICP, City Planner
DATE: April 3, 2023
RE: Design Review Meeting, 5:30 PM, Wednesday, April 5, 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. **710 New St.** – demolition of a contributing structure.
 - B. **719 E. Front St.** – new infill house.
 - C. **411 Broad St.** – new rear pavilion in the Tertiary AVC.
 - D. **203 S. Front St.** (Convention Center) – New access ramp in the Primary AVC.
 - E. **501 Metcalf St** – screened porch
 - F. **222 Middle St** – windows and door
- 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
 - D. **Preservation Awards Work Group** – report
 - E. **Work Group Assignments**
- IV. **Project Follow-Ups, Updates, and Questions**
 - A. **CoAs denied** – None

B. CoAs issued February 25 to March 30

MAJORS:

301 Hancock St. - pending

820 Broad St. - pending

MINORS:

214 Johnson St. – driveway, lift

218 Metcalf St. – handrails, post

227 E. Front St. – pilasters, lattice

309 Johnson St. – rear stairs

314 Fleet St. – doorway roof

400 Johnson St. – handrail

406 Metcalf St. – tree replacement

602 Middle St. – fencing replacement, new fencing

609 New St. – shed modifications

624 Hancock St – fencing

1206 N. Pasteur St. – exterior lighting, bathroom window reduced

About 8 pending info from applicants

C. Resiliency Plan: recent activities, upcoming items

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; Minor CoA application submitted for repointing; informed HPA about proposed brick repair work

B. Preliminary, Informal (contact made):

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

525 Queen St. – repair to soffit unfinished; contractor contacted by HPA

711 Pollock St. – paint removal – siding to be removed for insulation, then same siding returned in place

809 N. Craven St. – replacement of siding and window trim w/o consent or CoA; owner to contact HPA

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.

1117 N. Craven St. – installation of driveway and tree removal w/o COA; met with owner

C. Remaining to begin contact/enforcement:

208 Pollock St. – rear structures without a CoA

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
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

VI. Staff and Board:

- A. Training - Today: Demolition of buildings in the Historic Districts
May 3: part 2, Replacement Windows for Historic Buildings**

VII. Requests by Commission Members for Future Work Session Items

VIII. Adjourn