



Development Services Department
303 First St. P.O. Box 1129
New Bern, NC 28563
(252) 639-7581

TO: New Bern Historic Preservation Commission

FROM: Morgan J. Potts, AICP
City Planner

DATE: May 8, 2019

RE: Regular Meeting 5:30 PM, Wednesday, May 15, 2019 in the Courtroom, Second Floor, City Hall, 300 Pollock St.

REGULAR MEETING AGENDA – 5:30 PM

1. Opening of Meeting with Roll Call
2. Approval of Minutes of Previous Meeting(s)
3. Old Business:
 - A. **219 E. Front St.**—to include the elevation of a contributing structure in the primary AVC and an addition to a contributing structure in the tertiary AVC.
4. New Business:
 - A. **424 Craven St.**—to include the installation of a standing seam metal roof in the primary AVC.
 - B. **207 Broad St.**—to include replacement of concrete front steps and landing with masonry in the primary AVC; the replacement and modification of side entrance steps and the enlargement of roofing overhang in portico in the secondary AVC.
 - C. **211 King St.**—to include the replacement of a standing seam metal roof with shingles on the roof and new standing seam metal for the porch roof in the primary AVC. **This is an after the fact COA.**
 - D. **611 Craven St.**—to include the installation of gutters and an accessory structure in the tertiary AVC; removal of a 6” wooden privacy fence and the installation of a 4” wooden picket fence.
 - E. **210 King St.**—to include the installation of a new wooden window with interior & exterior muntins in the tertiary AVC.
 - F. **309 Pollock St.**—to include the reestablishment of window openings with custom built wooden windows and custom molded fiberglass trim to match original headers in the primary AVC; installation of wooden decking and a metal staircase in the tertiary AVC.
 - G. **218 Metcalf St.**—to include the demolition of a possibly contributing structure and the removal of a chimney in the tertiary AVC and the installation of a new accessory structure; the construction of an addition in the tertiary AVC.
4. Administrative Updates and Minor Works
 - A. 229 E. Front St.—landscaping
 - B. 412 S. Front St.—New Bern bear statue
5. General Public Comments
6. Adjourn

****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 Street) and on the Development Services website.***

****Individuals with disabilities requiring special assistance to access the second floor should call (252) 639-7501 no later than 3:00 PM the date of the meeting.***

From: [Julianne Willis](#)
To: [Morgan Potts](#)
Subject: Fwd: 424 Craven Street roof evaluation
Date: Thursday, May 9, 2019 2:54:55 PM

Hi Morgan,

I'm not sure if John submitted a copy of this email, but this might be helpful. This is Steve Bengal's recommendation for replacing the roof.

Thank you,
Julianne Willis
424 Craven St.
252-670-0167

----- Forwarded message -----

From: <awillis@suddenlink.net>
Date: Wed, Aug 1, 2018, 6:02 PM
Subject: Fwd: 424 Craven Street roof evaluation
To: <augustuswillis@gmail.com>

Sent from my iPhone

Begin forwarded message:

From: "Steve Bengal" <rebengel@suddenlink.net>
Date: August 1, 2018 at 3:36:55 PM EDT
To: "DREW WILLIS" <AWILLIS@SUDDENLINK.NET>
Cc: <steve@rebengel.com>, <lisa@rebengel.com>, "Jim Hipkiss" <jim@rebengel.com>
Subject: 424 Craven Street roof evaluation

Hey Drew,

This roof is a galvanized standing seam roof installed over wood shakes, which probably dates it back to the fire of 1922 or so. It appears to have had some front left hand rake damage from wind and I know that we have occasionally responded to a leak call over the years. Part of the front porch has been partially replaced, but was not done in a very workmanlike manner. It would be best to advise you to anticipate replacement as you contemplate your offer. A budget number is \$40,000.00. Let me know if you need more info.
Steve

Steve Bengel, President
R. E. Bengel Sheet Metal Co., Inc.
1311 N Craven St
New Bern, NC 28560
252.637.3404 office
252.637.2721 fax
252.670.1199 cell
www.rebengel.com



NOTE: Please be advised, City of New Bern email addresses changed to
user@newbernnc.gov as of October 23rd. Please update your address book accordingly.
Thank you for your assistance with this change. -----

----- If you are not the intended recipient,
you must destroy this message and inform the sender immediately. This electronic mail
message and any attachments, as well as any electronic mail message(s) sent in response to it
may be considered public record and as such subject to request and review by anyone at any
time. It also may contain information which is confidential within the meaning of applicable
federal and state laws.

















FEE SCHEDULE (office use only)
 [] \$22 Standard Application (minor)
 [] \$107 Standard Application (major)



HPC Administrator
HPCadmin@newbern-nc.org
 Work: (252) 639-7583
 Fax: (252) 636-2146

Application for a Certificate of Appropriateness
(For Alterations to Properties in Locally Designated Historic Districts)

For assistance see "CoA Instructions", as well as "Historic District Guidelines", available online at:
<http://www.newbern-nc.org/departments/development/historic-preservation/historic-preservation-guidelines/>

Type of Project: ☐ Exterior Alteration ☐ Addition ☐ Infill ☐ Site Work ☐ Other

I. Applicant/Owner Information:			
Property Address (Include year built, if known): 207 Broad St (1891)			
Property Owner Name(s): Jonathan & Michele Miller	Owner Mailing Address: 207 Broad St New Bern NC	Phone #'s: 252-626-1362	Email: jon.miller.newbern@gmail.com
Applicant Name (if different):	Applicant Mailing Address:	Phone #'s:	Email:

II. Project Information: (See "CoA Instructions" & "Historic Guidelines" for help in completing this section)	
1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed) ① Install ceiling fan front porch ② Replace concrete front steps and landing with brick ③ Replace and modify side entrance steps ④ Enlarge side portico overhang <div align="right">Continued on additional sheet or attached brochure <input checked="" type="checkbox"/></div>	
2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (page and guideline number): 4.4 Entrances p. 4-6 5.3 Metals p. 5-2 4.5 Roofs p. 4-8 5.2 Masonry p. 5-1 <div align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></div>	
3. Provide a detailed description of materials to be used (copies of brochures, texture, etc.): Reference the specific Guidelines in the Historic District Guidelines for the proposed material(s). - see brochure for brick selection - Portico to match existing roof metal <div align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></div>	

III. Additional Information Provided: (See "CoA Instructions" for more detail)

Plan(s) of Work, with: (please check all of those which are included with this application)

- ☒ Site plan (with annotated notes showing existing site and requested work)
- ☒ Photographs of the building and location where the proposed work will be completed
- ☐ Annotated notes or photos of materials to be used (samples may also be submitted)
- ☐ Floor plan with dimensions (for additions)
- ☐ Elevations with dimensions (for exterior additions or renovations)
- ☒ Supporting materials (brochures, photos of similar New Bern projects, estimates, etc.)
- ☐ Letter from owner acknowledging this application, in the case of submission by an applicant or lessee.

Please see Development Services Staff (Staff) prior to submittal for initial review of the application and advisement if additional information will be required before consideration at a Historic Preservation Commission hearing.

Please read the following statements. Your signature below acknowledges that you have read the statements and attest to their accuracy:

Check one:

- ☒ I am the owner of the Property, or
- ☐ I am acting on behalf of the owner of the property and I have attached a letter from the owner(s) indicating their knowledge of this application.

- ◆ I understand that submittal of this application does not constitute approval of proposed alterations.
- ◆ I understand that the approval of this application by City Staff or the New Bern Historic Preservation Commission (HPC) does not constitute approval of other federal, state, or local permit applications.
- ◆ I understand that I (or my representative) will need to attend the Hearing of this Application by HPC. No Applications shall be heard without a representative present and all applicable fees paid in full.
- ◆ I have reviewed the City of New Bern's "Historic District Guidelines" in preparing this Application.
- ◆ I understand that the property referenced by this Certificate of Appropriateness (CoA) application is in one of New Bern's local historic districts and that it represents a part of New Bern's historic fabric. If a CoA is approved by HPC or Staff, I agree to implement all changes as specified in the approved CoA, including any conditions. I understand that I am responsible for contacting Staff if I have any questions regarding the allowed changes specified in the approved CoA.
- ◆ I understand that ANY unapproved alterations are enforceable as a violation of City Ordinance and must be brought into compliance by removal or through the CoA process.
- ◆ I affirm that all the information included in this application is true to the best of my knowledge.
- ◆ I understand that incomplete applications cannot be considered.


Signature of Applicant/Owner

10 Apr 2019
Date

APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST. NO LESS THAN 2 WEEKS PRIOR TO UPCOMING MEETING. FOR FURTHER INFORMATION, CONTACT THE ADMINISTRATOR OF THE HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.

207 Broad Street



- Project 1 : install ceiling fan on porch
2 : Replace concrete steps and landing with brick
3 : Replace & modify side entrance steps
4 : Enlarge portico overhang

Project #1



- Install ceiling fan on front porch centered over main window (drawn in ink)
- No light, fan only

Project #2



- My house, existing front stairs @ 207 Broad St.
- Replace concrete stairs and landing with brick, Keeping Same style, width, etc.



- This is 205 Pollock St
- My proposed stairs and landing would be similar. I would use decorative brick pavers instead of individual bricks as shown for landing/walkway.

Project # 3

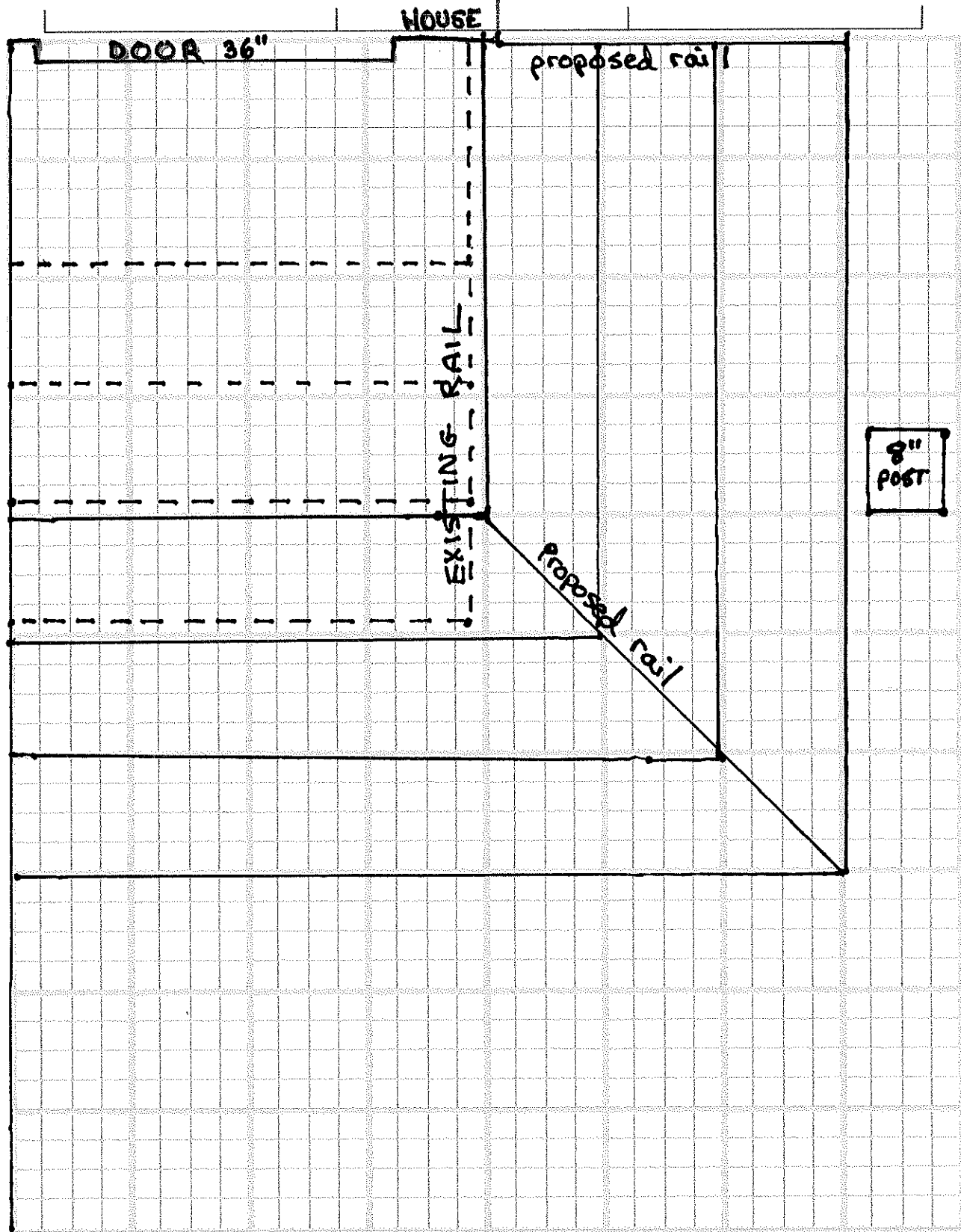


- 207 Broad St., existing side stairs (secondary view)
- Replace with brick, enlarge landing area at top of stairs to enable opening of door without going back down the stairs. Turn stairs to right,
- Remove existing railing. Install new railing at 45° and another 90° from house. See diagram.



- Stairs next door at 213 Broad St
(Peacock Law firm)
- My stairs would turn to the
right, these turn to left.

HOUSE



CARPORT

Small square 3"
Large square 12"
Dotted line existing stairs
Solid line proposed stairs

Top landing 24" from ground
Steps are 7" except bottom step 3"

Project #4



- Existing portico does not provide cover from rain when opening door.
- Proposal is to extend portico forward approximately 2' (3' total from house) and 1' to the right. This would cover new stairs and landing.
- Same style and trim as this portico with addition of a U-channel diverter. Same metal as existing roof.

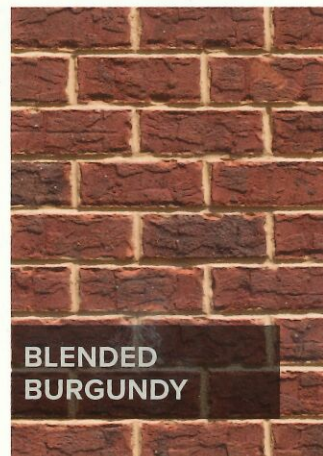
ENGINEER SIZE BRICK



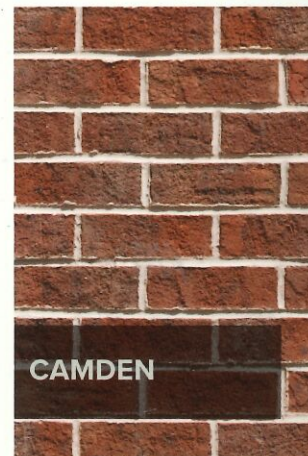
Merry Oaks, NC



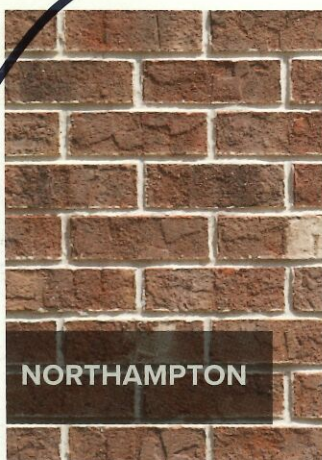
Merry Oaks, NC
Wadesboro, NC



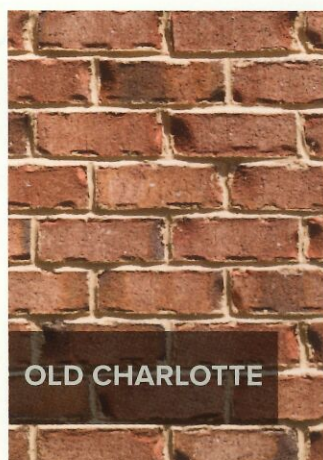
Merry Oaks, NC



Merry Oaks, NC



Merry Oaks, NC
Wadesboro, NC



Wadesboro, NC



Merry Oaks, NC



Merry Oaks, NC

FEE SCHEDULE (office use only)
☐ \$22 Standard Application (minor)
☒ \$107 Standard Application (major)



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Application for a Certificate of Appropriateness
(For Alterations to Properties in Locally Designated Historic Districts)

For assistance see "CoA Instructions", as well as "Historic District Guidelines", available online at:
<http://www.newbern-nc.org/departments/development/historic-preservation/historic-preservation-guidelines/>

Type of Project: ☐ Exterior Alteration ☒ Addition ☐ Infill ☐ Site Work ☐ Other

I. Applicant/Owner Information:			
Property Address (Include year built, if known): 210 King Street (1880)			
Property Owner Name(s): Sabino & Maureen Tattoli	Owner Mailing Address: 29 Catherine Court Ringwood, NJ 07456	Phone #'s: 201-967-6261	Email: mandstat@gmail.com sabino@rp340.com
Applicant Name (if different): Sarah Afflerbach, AIA GO Architectural Design, PLLC	Applicant Mailing Address: 1202A Pollock Street New Bern, NC 28560	Phone #'s: 252-633-0322	Email: sarah@goarchdesign.com

II. Project Information: <i>(See "CoA Instructions" & "Historic Guidelines" for help in completing this section)</i>
<p>1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed)</p> <p>Add a 3'x4' painted wood window in the rear kitchen wall to let in some light. Window to match the existing non original windows in this location. Painted wood with 3D grilles inside and out with 6/6 shadow bar.</p> <p align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></p>
<p>2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (page and guideline number):</p> <p>Windows & Doors 4.3.1 - 4.3.2 - 4.3.3</p> <p align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></p>
<p>3. Provide a detailed description of materials to be used (copies of brochures, texture, etc.):</p> <p>Reference the specific Guidelines in the Historic District Guidelines for the proposed material(s).</p> <p>Painted wood window with 3D grilles inside and out with shadow bar.</p> <p align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></p>

III. Additional Information Provided: (See "CoA Instructions" for more detail)

Plan(s) of Work, with: (please check all of those which are included with this application)

Site plan (with annotated notes showing existing site and requested work)

- ☒ Photographs of the building and location where the proposed work will be completed
- ☒ Annotated notes or photos of materials to be used (samples may also be submitted)
- ☒ Floor plan with dimensions (for additions)
- ☒ Elevations with dimensions (for exterior additions or renovations)
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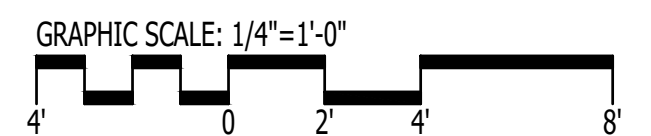
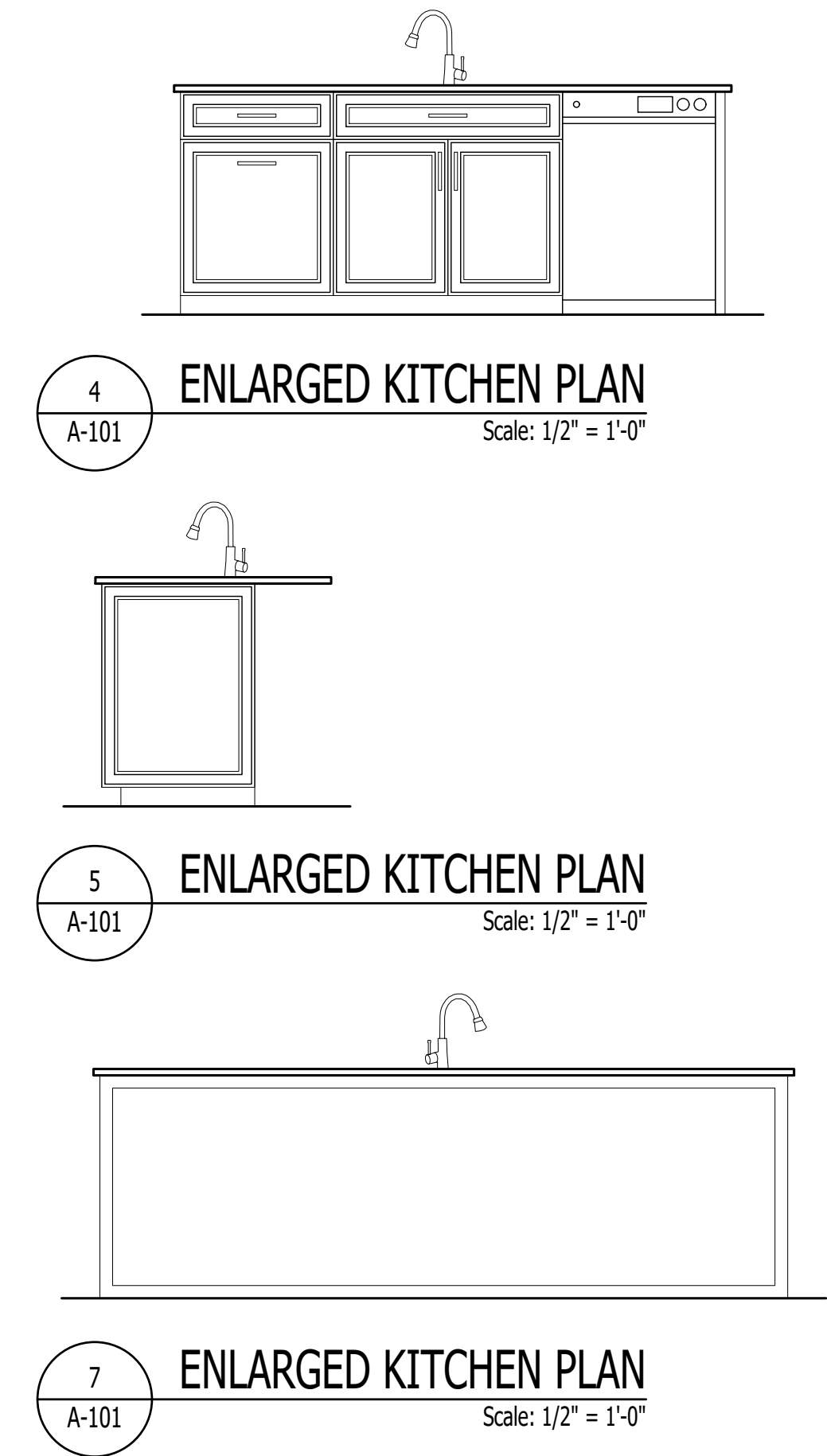
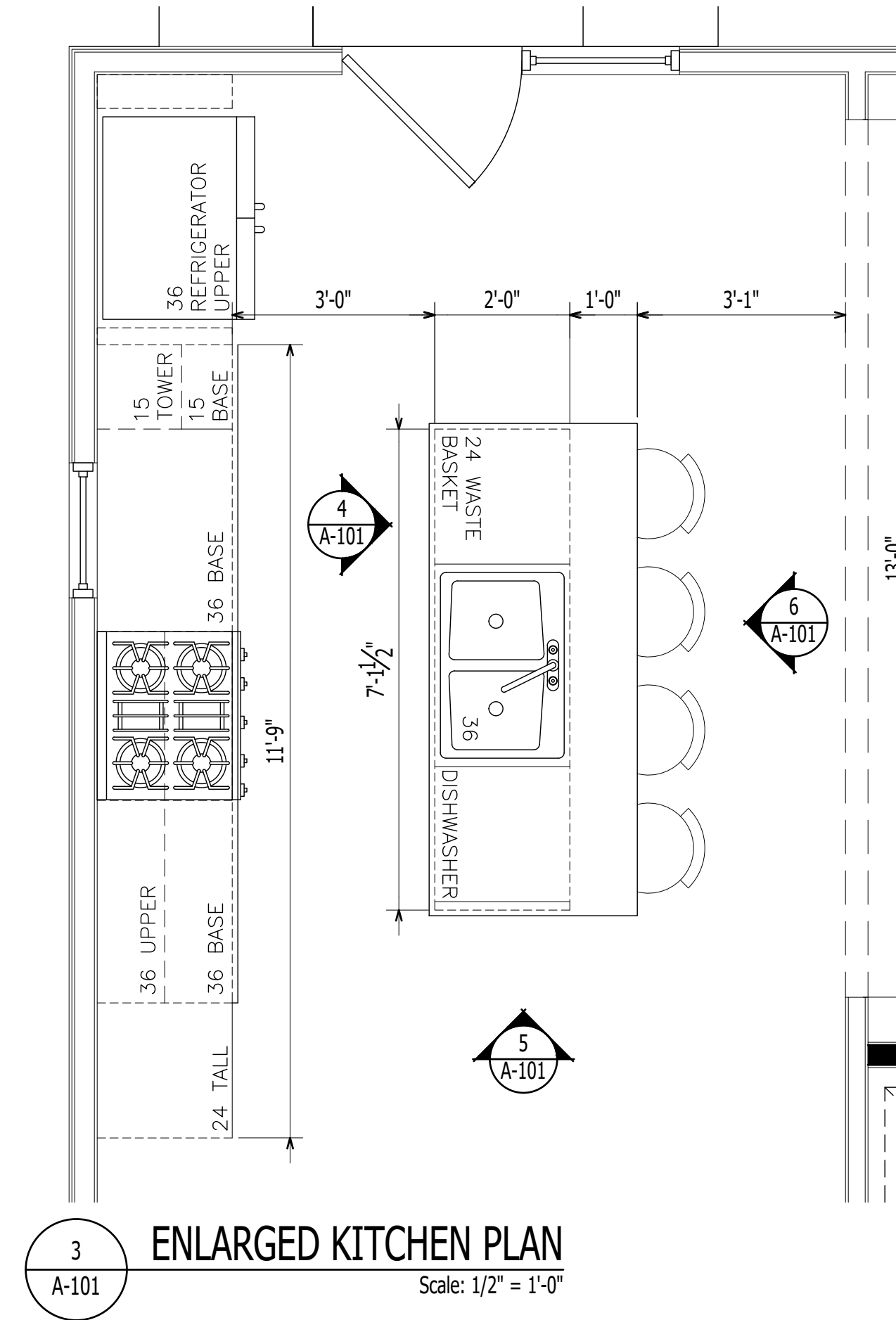
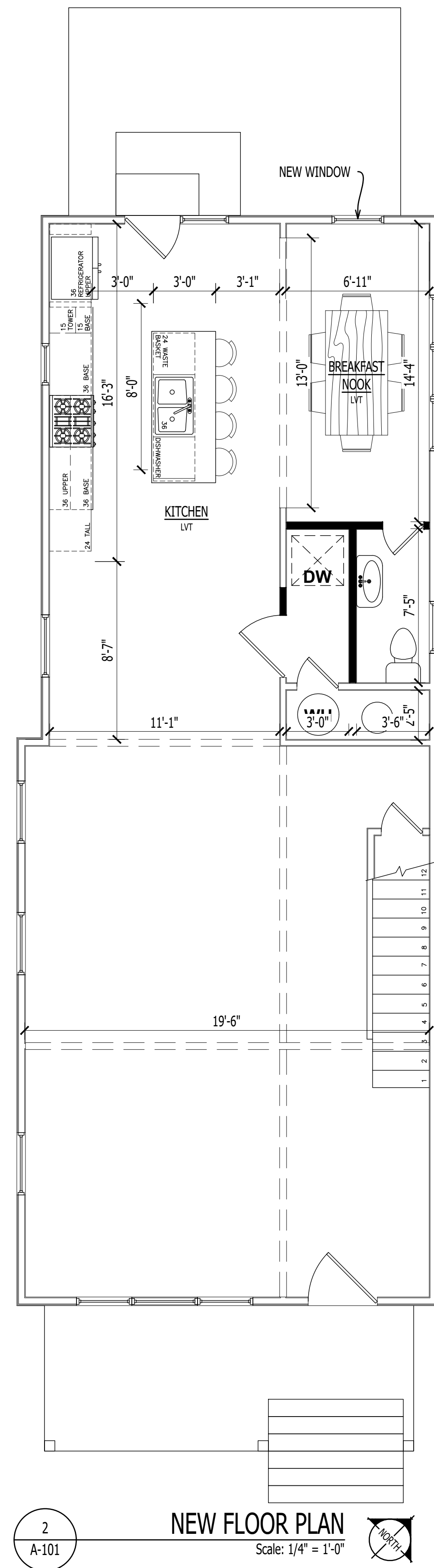
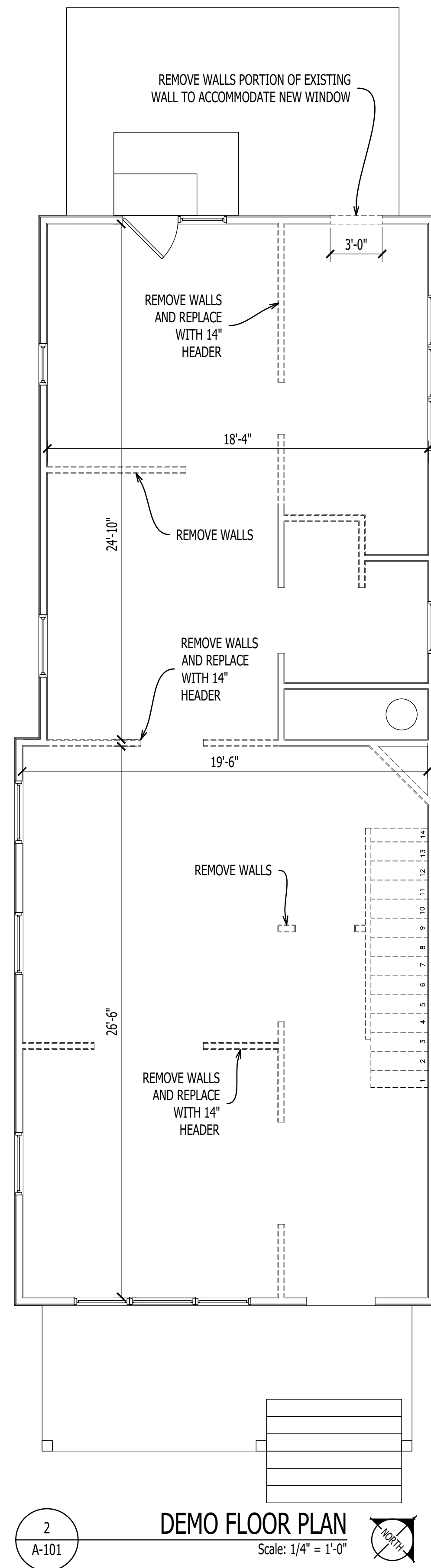


Signature of Applicant/Owner

4/30/19

Date

APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST. NO LESS THAN 2 WEEKS PRIOR TO UPCOMING MEETING. FOR FURTHER INFORMATION, CONTACT THE ADMINISTRATOR OF THE HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.



IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR BUILDER TO CONFIRM TO ALL STANDARDS, PROVISIONS, REQUIREMENTS, METHODS OF CONSTRUCTION AND USES OF MATERIALS PROVIDED IN BUILDINGS AND/OR STRUCTURES AS REQUIRED BY N.C. UNIFORM BUILDING CODE, LOCAL AGENCIES AND IN ACCORDANCE WITH GOOD ENGINEERING PRACTICE. VERIFY ALL DIMENSIONS PRIOR TO CONSTRUCTION. VERIFY ALL COLOR AND MATERIAL CHOICES WITH OWNER PRIOR TO ORDERING OR INSTALLING.



1202-A Pollock Street
New Bern, NC 28560
252-633-0322
www.goarchdesign.com

COPYRIGHT NOTE:

THESE PLANS ARE THE PROPERTY OF THE ARCHITECT. THESE PLANS CONTAIN PROPRIETARY INFORMATION OF GO ARCHITECTURAL DESIGN, PLLC. THEY ARE SUBJECT TO FEDERAL COPYRIGHT AND OTHER APPLICABLE FEDERAL AND STATE PROPERTY, TRADE AND RELATED LAWS. THESE PLANS, INCLUDING THE INFORMATION CONTAINED WITHIN, SHALL NOT BE SHARED, REPRODUCED, DISTRIBUTED OR USED IN ANY WAY WITHOUT WRITTEN CONSENT FROM THE ARCHITECT. ANY FAILURE TO OBTAIN SUCH CONSENT IS A VIOLATION OF LAW, AND MAY BE SUBJECT TO CIVIL AND CRIMINAL PROSECUTION AND PENALTIES.

Date: 04.30.2019
Revisions:

TATTOLI
210 KING STREET, NEW BERN, NC 28560

PHOTO

12 X 18 SHEETS ARE HALF SIZE



NEW BERN
CITY OF NEW BERN

Aldermen

Sabrina Bengel
Jameesha S. Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham

300 Pollock Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 636-4000

Dana E. Outlaw
Mayor

Mark A. Stephens
City Manager

Petitioners requesting City of New Bern Historic Preservation Commission action on property not owned by them must have this form completed by the owner of the property.

CERTIFICATE OF APPROPRIATENESS OWNERS AUTHORIZATION

Dear Sir or Madame:

I am the owner of the property located at:

210 King St. New Bern, 28563
(address, city, zip code)

I hereby authorize GO Architectural Design to appear with my consent, before the City of New Bern Historic Preservation Commissioner in order to request a Certificate of Appropriateness for the property referenced above.

I authorize you to present this matter on my/our behalf as the owner(s) of the property.

If there are any questions, please contact me at the following address and phone number:

29 Catherine Ct., Ringwood, NJ 07456 Phone 201.776.5244

Owner's Signature

Print Name

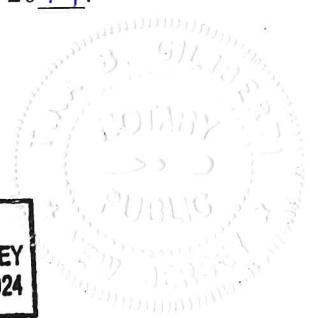
Date

Sworn to and subscribed before me this 30th day of April, 2019.

Tina B. Giliberti
Notary Public:

My commission expires: 4/30/19

TINA B. GILIBERTI
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 04/16/2024



FEE SCHEDULE (office use only)	
<input type="checkbox"/> \$22	Standard Application (minor)
<input checked="" type="checkbox"/> \$107	Standard Application (major)



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Type of Project: ☒ Exterior Alteration ☐ Addition ☐ Infill ☐ Site Work ☐ Other

I. Applicant/Owner Information:			
Property Address (Include year built, if known): <i>211 King St. ^{N.B.} built 1900</i>			
Property Owner Name(s): <i>Shethan Carroll</i>	Owner Mailing Address: <i>211 King St. 28560</i>	Phone #'s: <i>252 617-0852</i>	Email: <i>95Carroll@ymail</i>
Applicant Name (if different):	Applicant Mailing Address:	Phone #'s:	Email:

II. Project Information: (See "CoA Instructions" & "Historic Guidelines" for help in completing this section)	
1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed) <i>Removing damaged standing seam roof and replacing with fiberglass shingles and standing seam metal roof on front porch</i>	
Continued on additional sheet or attached brochure <input type="checkbox"/>	
2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (page and guideline number): <i>5.5.6, 4.5.4</i>	
Continued on additional sheet or attached brochure <input type="checkbox"/>	
3. Provide a detailed description of materials to be used (copies of brochures, texture, etc.): Reference the specific Guidelines in the Historic District Guidelines for the proposed material(s). <i>Fiberglass asphalt shingles.</i>	
Continued on additional sheet or attached brochure <input type="checkbox"/>	

III. Additional Information Provided: (See "CoA Instructions" for more detail)

Plan(s) of Work, with: (please check all of those which are included with this application)

- ☒ ~~Site plan (with annotated notes showing existing site and requested work)~~
- ☐ Photographs of the building and location where the proposed work will be completed
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- ☒ ~~Floor plan with dimensions (for additions)~~
- ☒ ~~Elevations with dimensions (for exterior additions or renovations)~~
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- ☒ ~~Letter from owner acknowledging this application, in the case of submission by an applicant or lessee.~~


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Signature of Applicant/Owner

4-23-19
Date

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COA MJR-001738-2019

FEE SCHEDULE (office use only)

- ☐ \$22 Standard Application (minor)
☒ \$107 Standard Application (major)

Fee pd



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Type of Project: ☐ Exterior Alteration ☐ Addition ☐ Infill ☒ Site Work ☐ Other

I. Applicant/Owner Information:			
Property Address (Include year built, if known): 611 Craven St. - Built 1920			
Property Owner Name(s): Rebecca B. Stillwell Trust	Owner Mailing Address: 611 Craven St. New Bern, N.C., 28560	Phone #'s: 252-639-3282	Email: highbanks1753@aol.com
Applicant Name (if different): James D. Stillwell Trust Rebecca B. Stillwell Trust	Applicant Mailing Address: Same	Phone #'s: Same	Email: Same

II. Project Information: (See "CoA Instructions" & "Historic Guidelines" for help in completing this section)	
1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed)	
1. Provide new 6" 1/2 φ white gutter & lower Roofs N.W. corner - storm water control 2. Remove existing 5' wood entrance fence to rear garden area & install a new white 1 1/2" x 1 1/2" picket fence, 4'-0" high 3. Install a new 4'-8" x 6'-8" garden shed in rear garden area. Materials to match existing house. Shed to be with a T'ceiling and 8-12 Roof slope	
Continued on additional sheet or attached brochure <input type="checkbox"/>	
2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (page and guideline number):	
2.5 Fences & garden walls 2.6 Accessory structures	
Continued on additional sheet or attached brochure <input type="checkbox"/>	
3. Provide a detailed description of materials to be used (copies of brochures, texture, etc.):	
Reference the specific Guidelines in the Historic District Guidelines for the proposed material(s).	
1. Proposed Site Work Drawing dated 3/24/19 - Fence & gutter Details 2. Proposed garden shed Details Drawing dated 3/24/19 these and photos submitted to Ms. Morgan Potts 4/23/19	
Continued on additional sheet or attached brochure <input type="checkbox"/>	

III. Additional Information Provided: (See "CoA Instructions" for more detail) *thus submitted on 4/23/19*

Plan(s) of Work, with: (please check all of those which are included with this application)

- ☒ Site plan (with annotated notes showing existing site and requested work)
- ☒ Photographs of the building and location where the proposed work will be completed
- ☒ Annotated notes or photos of materials to be used (samples may also be submitted)
- ☐ ~~Floor plan with dimensions (for additions)~~
- ☒ Elevations with dimensions (for exterior additions or renovations)
- ☒ Supporting materials (brochures, photos of similar New Bern projects, estimates, etc.)
- ☐ ~~Letter from owner acknowledging this application, in the case of submission by an applicant or lessee.~~

Please see Development Services Staff (Staff) prior to submittal for initial review of the application and advisement if additional information will be required before consideration at a Historic Preservation Commission hearing.

Please read the following statements. Your signature below acknowledges that you have read the statements and attest to their accuracy:

Check one:

- ☒ I am the owner of the Property, or
- ☐ I am acting on behalf of the owner of the property and I have attached a letter from the owner(s) indicating their knowledge of this application.

- ◆ I understand that submittal of this application does not constitute approval of proposed alterations.
- ◆ I understand that the approval of this application by City Staff or the New Bern Historic Preservation Commission (HPC) does not constitute approval of other federal, state, or local permit applications.
- ◆ I understand that I (or my representative) will need to attend the Hearing of this Application by HPC. No Applications shall be heard without a representative present and all applicable fees paid in full.
- ◆ I have reviewed the City of New Bern's "Historic District Guidelines" in preparing this Application.
- ◆ I understand that the property referenced by this Certificate of Appropriateness (CoA) application is in one of New Bern's local historic districts and that it represents a part of New Bern's historic fabric. If a CoA is approved by HPC or Staff, I agree to implement all changes as specified in the approved CoA, including any conditions. I understand that I am responsible for contacting Staff if I have any questions regarding the allowed changes specified in the approved CoA.
- ◆ I understand that ANY unapproved alterations are enforceable as a violation of City Ordinance and must be brought into compliance by removal or through the CoA process.
- ◆ I affirm that all the information included in this application is true to the best of my knowledge.
- ◆ I understand that incomplete applications cannot be considered.

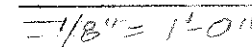
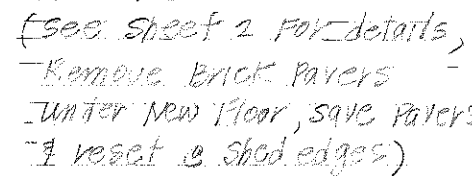
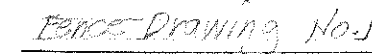
James D. Stillwell
Rebecca B. Stillwell

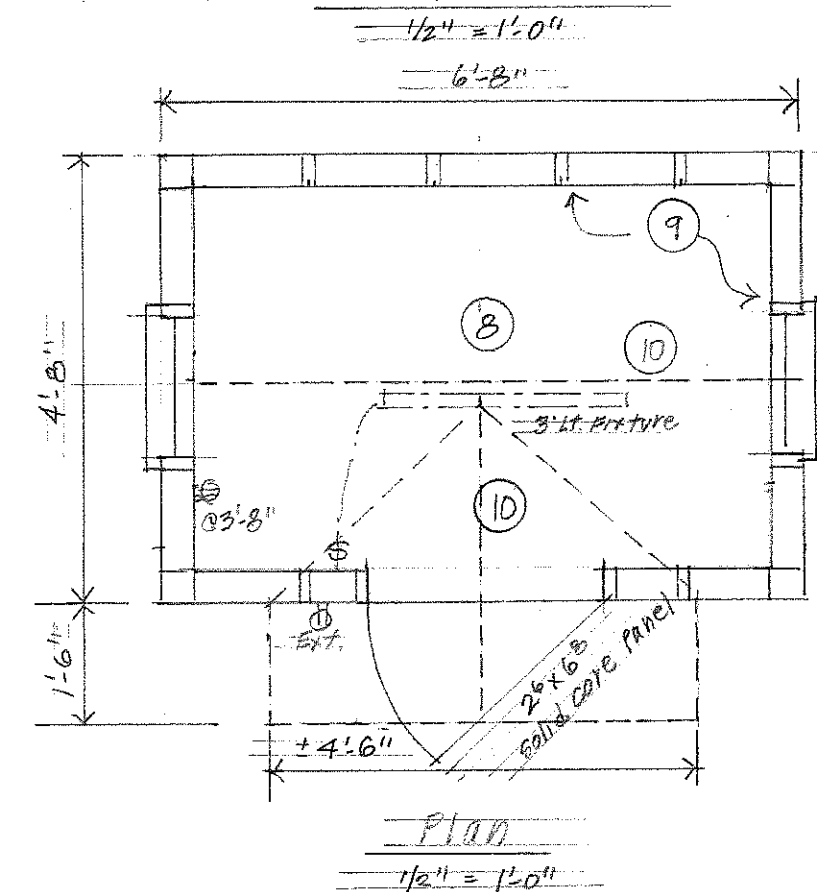
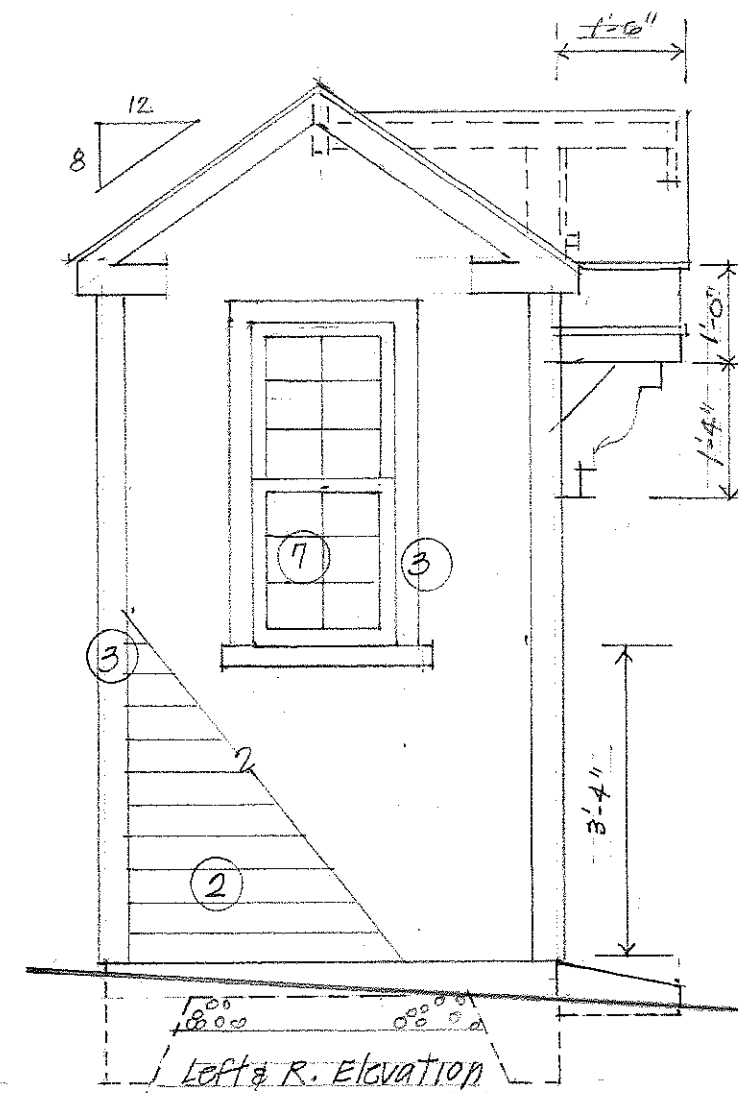
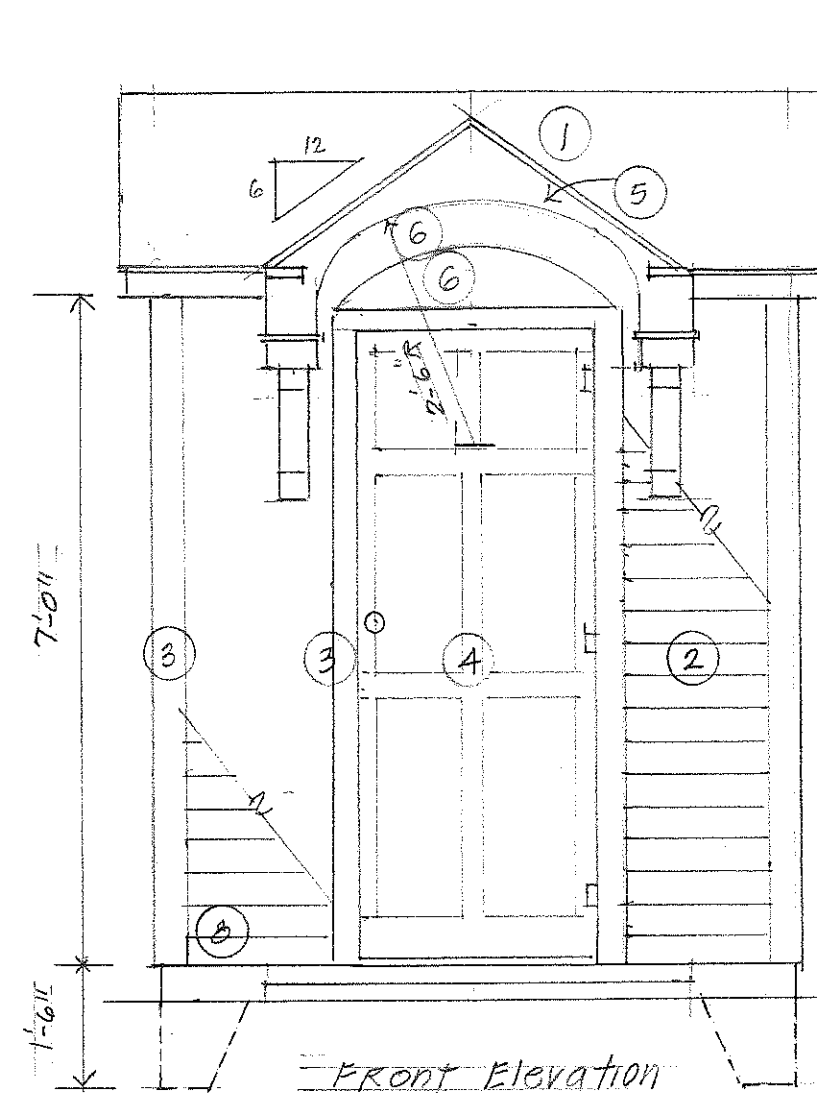
Signature of Applicant/Owner

April 27, 2019
Date

APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST. NO LESS THAN 2 WEEKS PRIOR TO UPCOMING MEETING. FOR FURTHER INFORMATION, CONTACT THE ADMINISTRATOR OF THE HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.

Sheet 1 of 2 3-24-1





- 1 Asphalt shingles to match existing
- 2 4 1/2" clapboard siding Painted white
- 3 3 1/2" Trim Painted white
- 4 solid wood Panel Door Painted white
- 5 3/4" Ext Plywood Painted white
- 6 3/4" Ext. Plywood Painted Tan
- 7 1'-6" x 3'-4" wd. Double Hung Window - Ptd white
- 8 4" conc. slab over gravel w/ 16" deep edge footing - SS straps @ corners & J. Bolts @ centers of 2-2x4 bearing plates
- 9 Exposed 2x4 Framing
- 10 Exposed 2x4 Rafters w/ 2x6 Ridge support #3/8" plywood decking, fascias Ptd white

Garden Shed Details 3-24-19
 611 Craven St. New Bern, N.C.
 Drawn By J.D. Stillwell Sheet 2 of 2







FEE SCHEDULE (office use only)
 [] \$22 Standard Application (minor)
 [X] \$107 Standard Application (major)



HPC Administrator
HPCadmin@newbern-nc.org
Work: (252)639-7583
Fax: (252)636-2146

Application for a Certificate of Appropriateness
(For Alterations to Properties in Locally Designated Historic Districts)

For assistance see "CoA Instructions", as well as "Historic District Guidelines", available online at:
<http://www.newbern-nc.org/departments/development/historic-preservation/historic-preservation-guidlines/>

Type of Project: ☒ Exterior Alteration ☐ Addition ☐ Infill ☐ Site Work ☐ Other

I. Applicant/Owner Information:			
Property Address (Include year built, if known): 309 Pollock Street (Built 1865-1870 remodel 1950's)			
Property Owner Name(s): David Blythe	Owner Mailing Address: 309 Pollock Street New Bern, NC 28560	Phone #'s: 252-617-7717	Email: david@branchsfurniture.com
Applicant Name (if different): Sarah Afflerbach, AIA GO Architectural Design, PLLC	Applicant Mailing Address: 1202A Pollock Street New Bern, NC 28560	Phone #'s: 252-633-0322	Email: sarah@goarchdesign.com

II. Project Information: <i>(See "CoA Instructions" & "Historic Guidelines" for help in completing this section)</i>
<p>1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed)</p> <p>This project includes the opening up of the original window openings on the front facade with new custom wood to replicate existing with molded fiberglass detailing above. Add new covered metal exit open stairway with stained preservative treated wood decking in the rear.</p> <p align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></p>
<p>2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (page and guideline number):</p> <p>Additions 3.3.1 - 3.3.2 - 3.3.3 Windows & Doors 4.3.1 - 4.3.2 - 4.3.3 Roofs 4.5.1 - 4.5.3 - 4.5.4 Life Safety - 4.7.1 - 4.7.2</p> <p align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></p>
<p>3. Provide a detailed description of materials to be used (copies of brochures, texture, etc.):</p> <p>Reference the specific Guidelines in the Historic District Guidelines for the proposed material(s).</p> <p>Stained custom wood casement windows with molded fiberglass header detailing. Metal exit stair and roof with stained wood decking and treads.</p> <p align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></p>

III. Additional Information Provided: (See "CoA Instructions" for more detail)

Plan(s) of Work, with: (please check all of those which are included with this application)

- ☒ Site plan (with annotated notes showing existing site and requested work)
- ☒ Photographs of the building and location where the proposed work will be completed
- ☒ Annotated notes or photos of materials to be used (samples may also be submitted)
- ☒ Floor plan with dimensions (for additions)
- ☒ Elevations with dimensions (for exterior additions or renovations)
- ☐ Supporting materials (brochures, photos of similar New Bern projects, estimates, etc.)
- ☒ Letter from owner acknowledging this application, in the case of submission by an applicant or lessee.


Please see Development Services Staff (Staff) prior to submittal for initial review of the application and advisement if additional information will be required before consideration at a Historic Preservation Commission hearing.

Please read the following statements. Your signature below acknowledges that you have read the statements and attest to their accuracy:

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Signature of Applicant/Owner

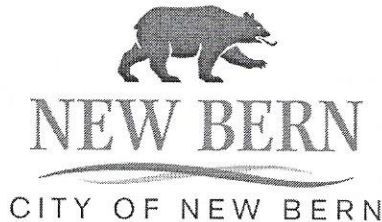
4/30/19

Date

APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST. NO LESS THAN 2 WEEKS PRIOR TO UPCOMING MEETING. FOR FURTHER INFORMATION, CONTACT THE ADMINISTRATOR OF THE HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.

Aldermen

Sabrina Bengel
Jameesha S. Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 636-4000

Dana E. Outlaw
Mayor

Mark A. Stephens
City Manager

Petitioners requesting City of New Bern Historic Preservation Commission action on property not owned by them must have this form completed by the owner of the property.

CERTIFICATE OF APPROPRIATENESS OWNERS AUTHORIZATION

Dear Sir or Madame:

I am the owner of the property located at:

309 Pollock Street New Bern NC 28560
(address, city, zip code)

I hereby authorize GO Architectural Design, LLC to appear with my consent, before the City of New Bern Historic Preservation Commissioner in order to request a Certificate of Appropriateness for the property referenced above.

I authorize you to present this matter on my/our behalf as the owner(s) of the property.

If there are any questions, please contact me at the following address and phone number:

309 Pollock Street Phone 252-617-7717

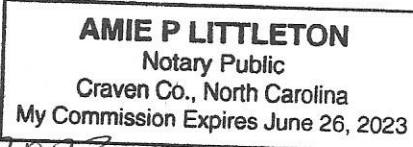
David Blythe
Owner's Signature

David B Blythe
Print Name

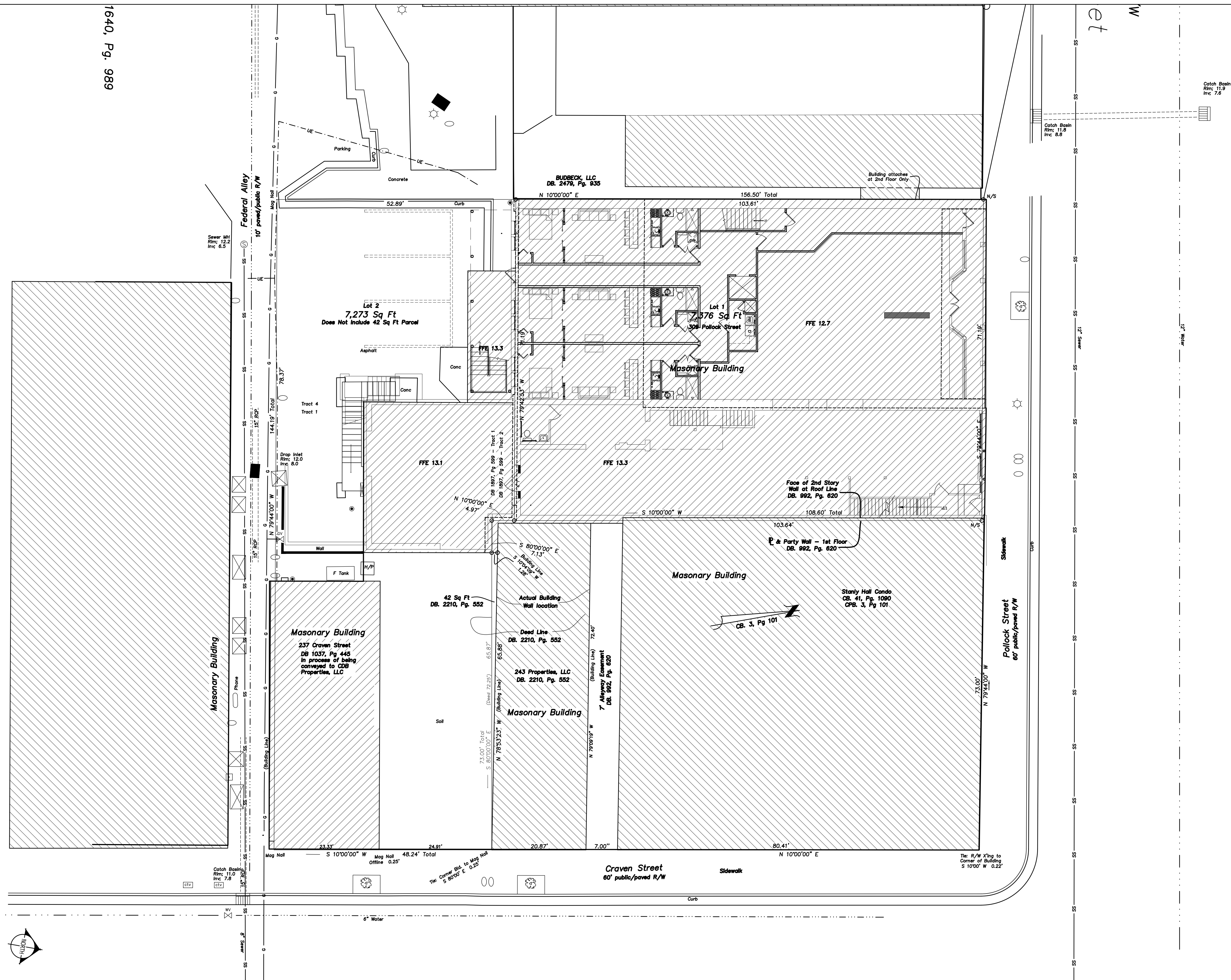
4/29/19
Date

Sworn to and subscribed before me this 29 day of April, 2019.

Amie P. Littleton
Notary Public:



My commission expires: June 26, 2023



1
C-101
CITE PLAN
Scale: 3/32" = 1'-0"



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New Bern, NC 28560
252-633-0322
www.goarchdesign.com

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Date: 04.30.2019

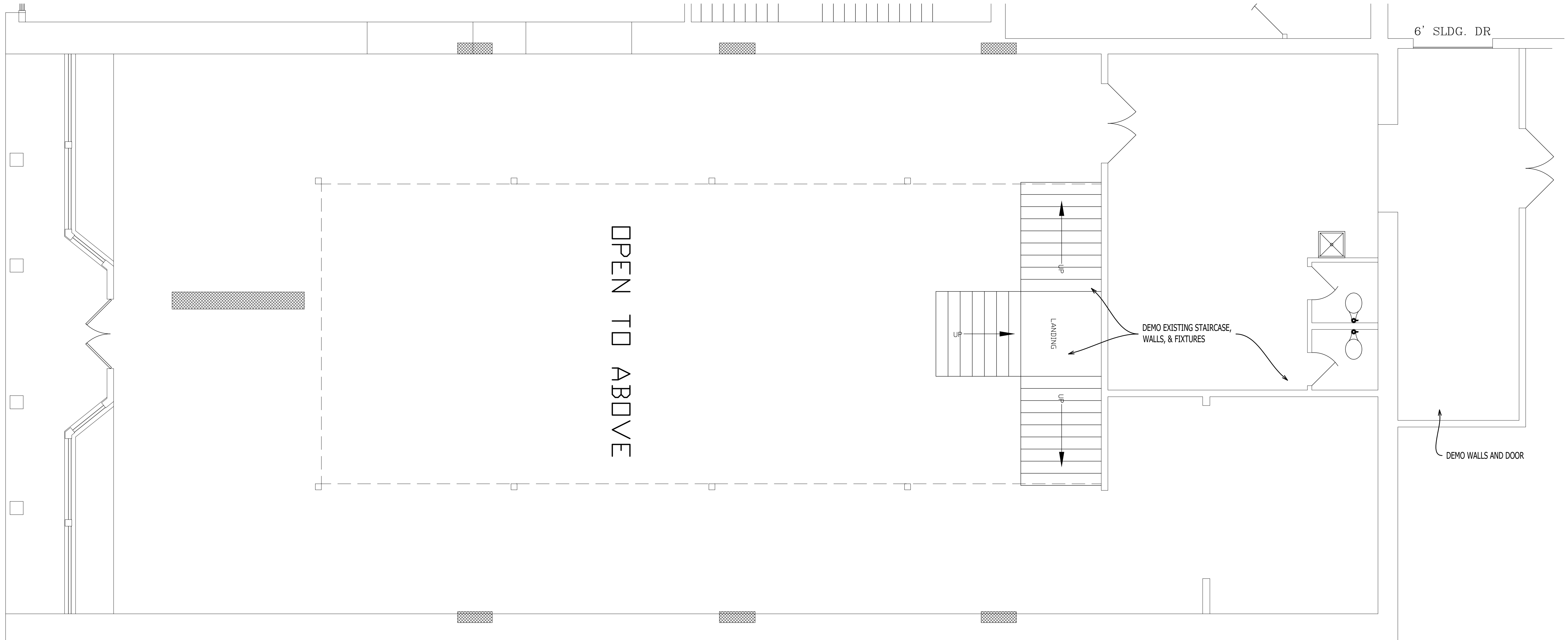
Revisions:

BLYTHE
309 POLLOCK STREET, NEW BERN, NC 28560

C-101

SITE PLAN

12 X 18 SHEETS ARE HALF SIZE



1
AD-101
DEMO / EXISTING
Scale: 1/4" = 1'-0"

GRAPHIC SCALE: 1/4"=1'-0"

IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND/OR BUILDER TO CONFIRM TO ALL STANDARDS, PROVISIONS, REQUIREMENTS, METHODS OF CONSTRUCTION AND USES OF MATERIALS PROVIDED IN BUILDINGS AND/OR STRUCTURES AS REQUIRED BY N.C. UNIFORM BUILDING CODE, LOCAL AGENCIES AND IN ACCORDANCE WITH GOOD ENGINEERING PRACTICE. VERIFY ALL DIMENSIONS PRIOR TO CONSTRUCTION. VERIFY ALL COLOR AND MATERIAL CHOICES WITH OWNER PRIOR TO ORDERING OR INSTALLING.



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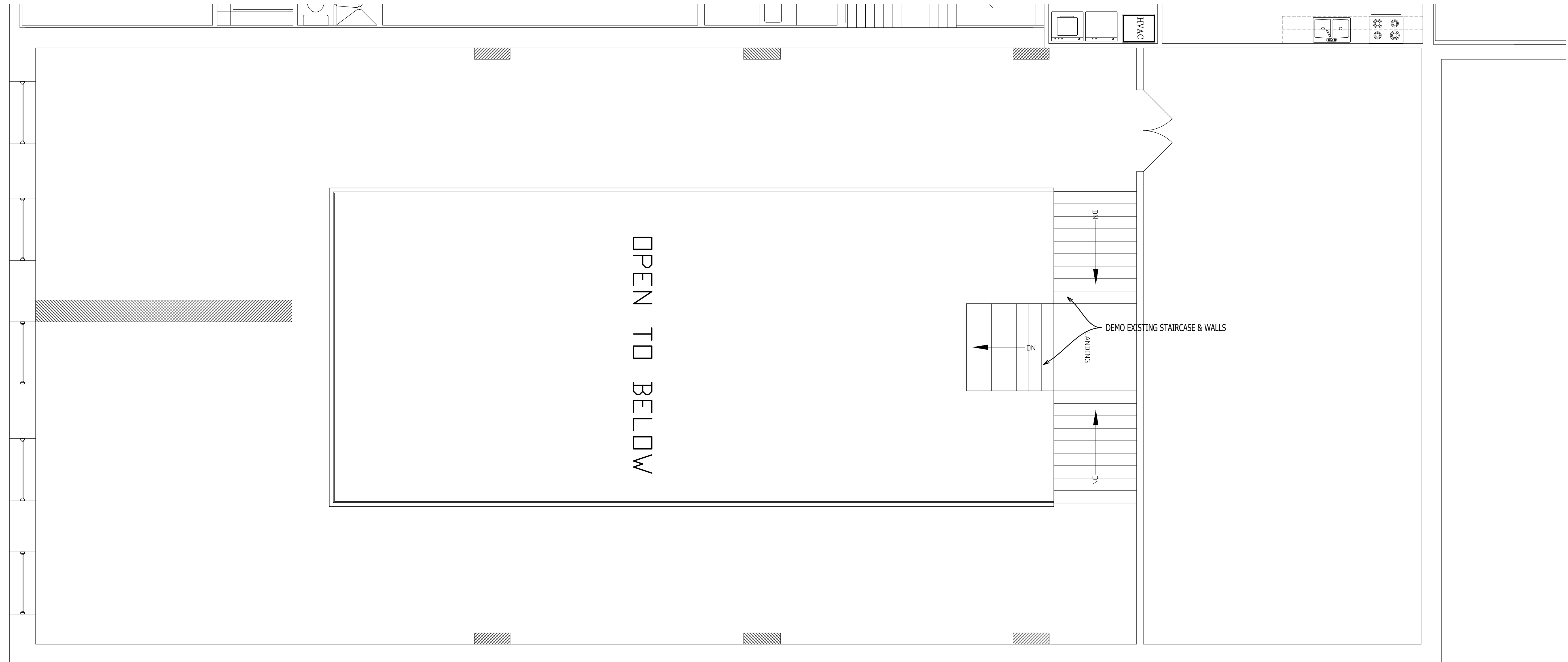
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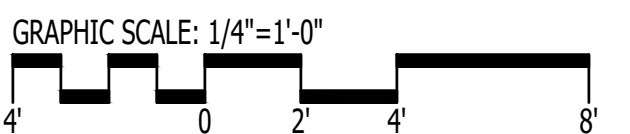
AD-101

DEMO / EXISTING

12 X 18 SHEETS ARE HALF SIZE



1
AD-102
DEMO / EXISTING
Scale: 1/4" = 1'-0"

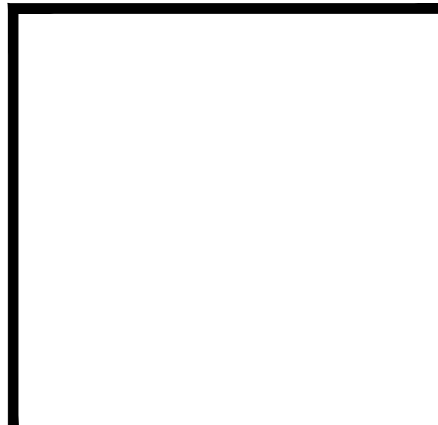


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Date: 04.30.2019

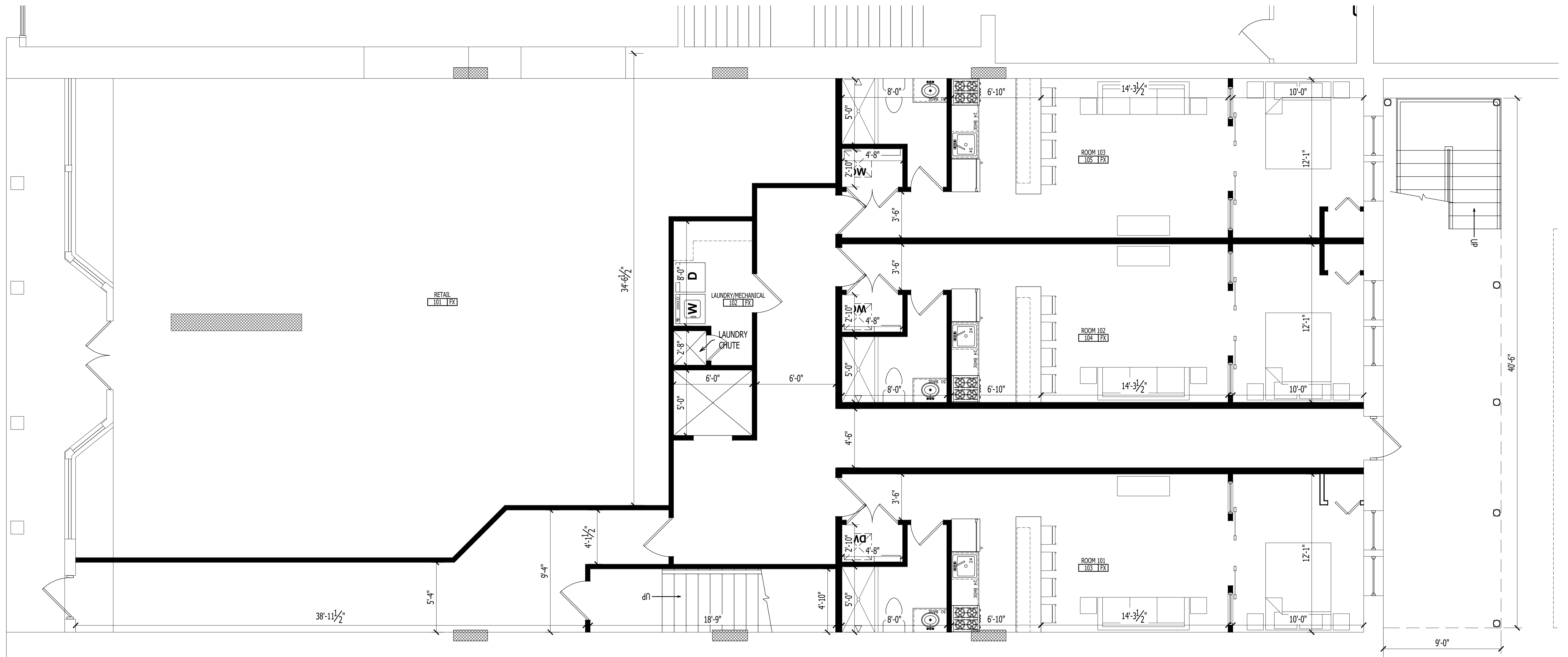
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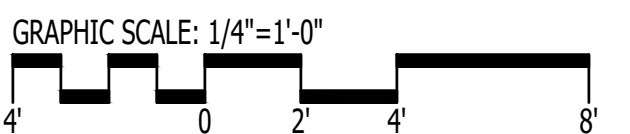
AD-102

DEMO / EXISTING

12 X 18 SHEETS ARE HALF SIZE



1
A-101
NEW FIRST FLOOR PLAN
Scale: 1/4" = 1'-0"



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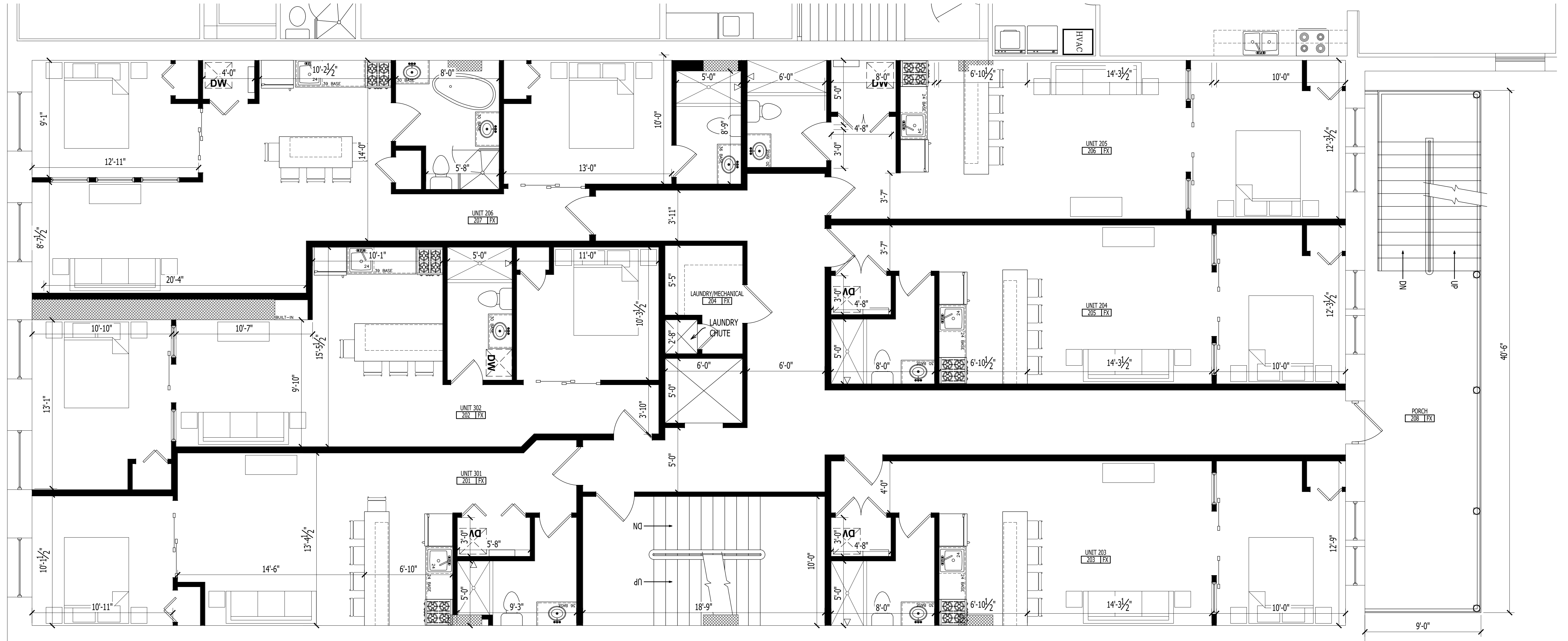
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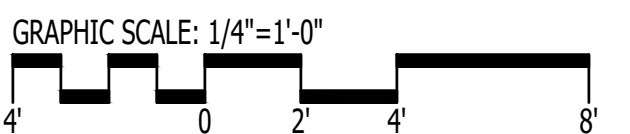
A-101

NEW PLAN

12 X 18 SHEETS ARE HALF SIZE



1
A-102
NEW SECOND FLOOR PLAN
Scale: 1/4" = 1'-0"



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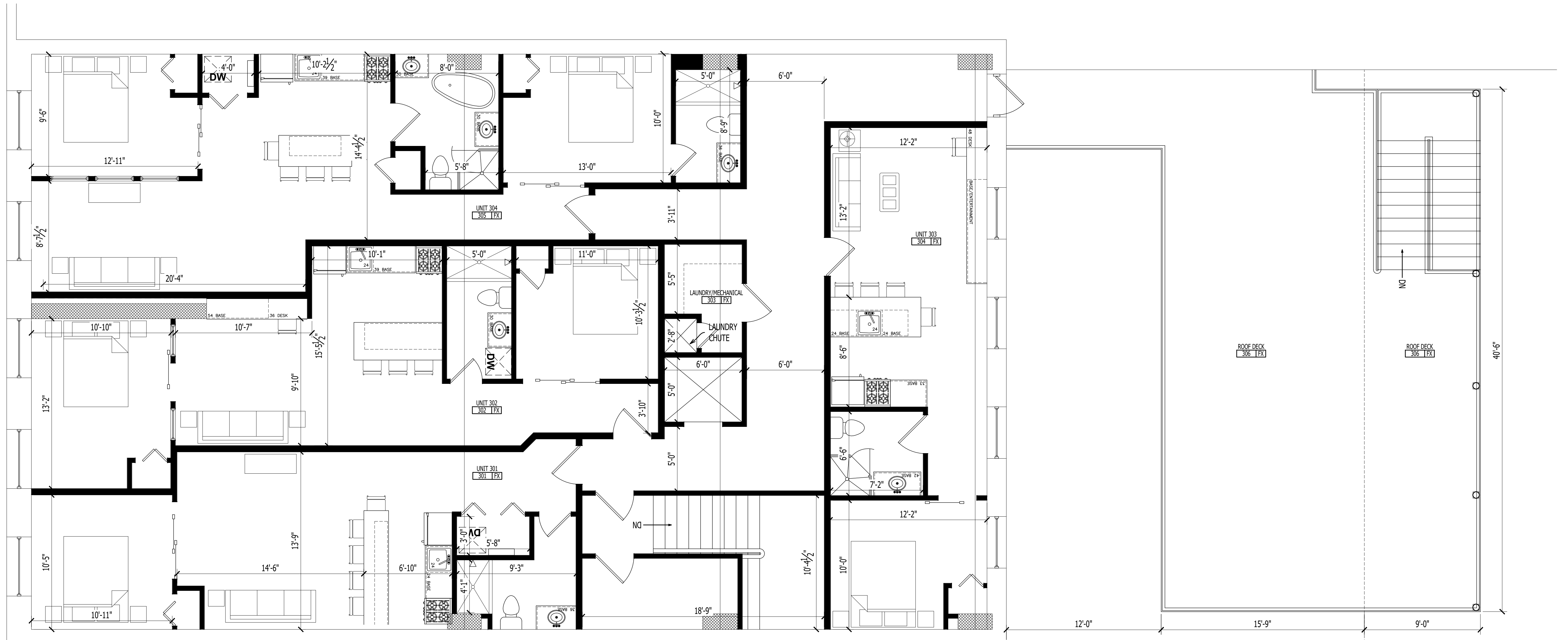
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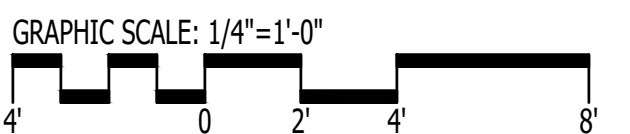
A-102

NEW PLAN

12 X 18 SHEETS ARE HALF SIZE



1
A-103
NEW THIRD FLOOR PLAN
Scale: 1/4" = 1'-0"



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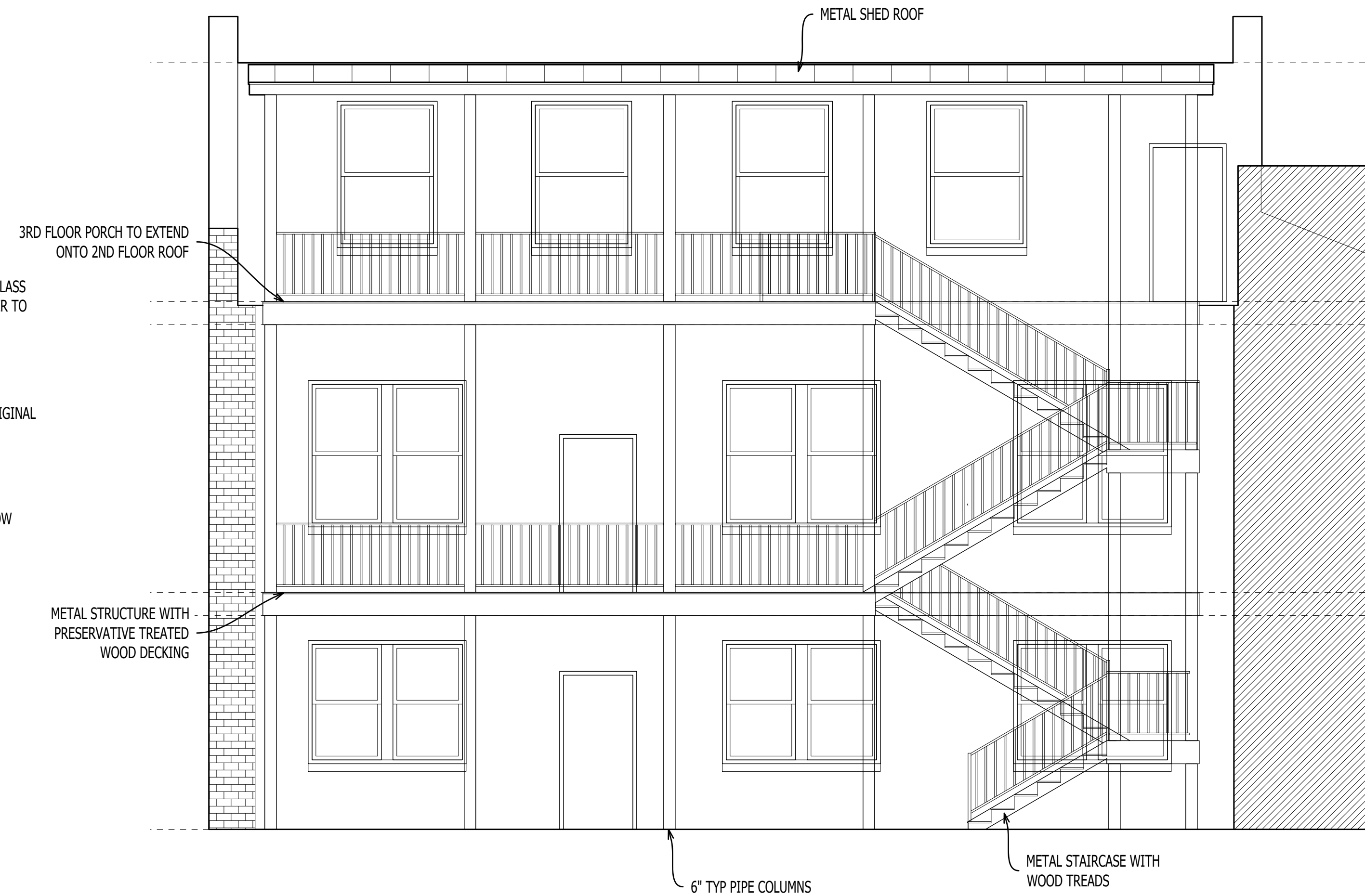
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NEW PLAN

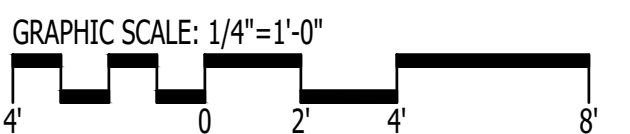
12 X 18 SHEETS ARE HALF SIZE



1
A-201
NEW ELEVATION (PRIMARY)
Scale: 1/4" = 1'-0"



2
A-201
NEW ELEVATION (TERTIARY)
Scale: 1/4" = 1'-0"



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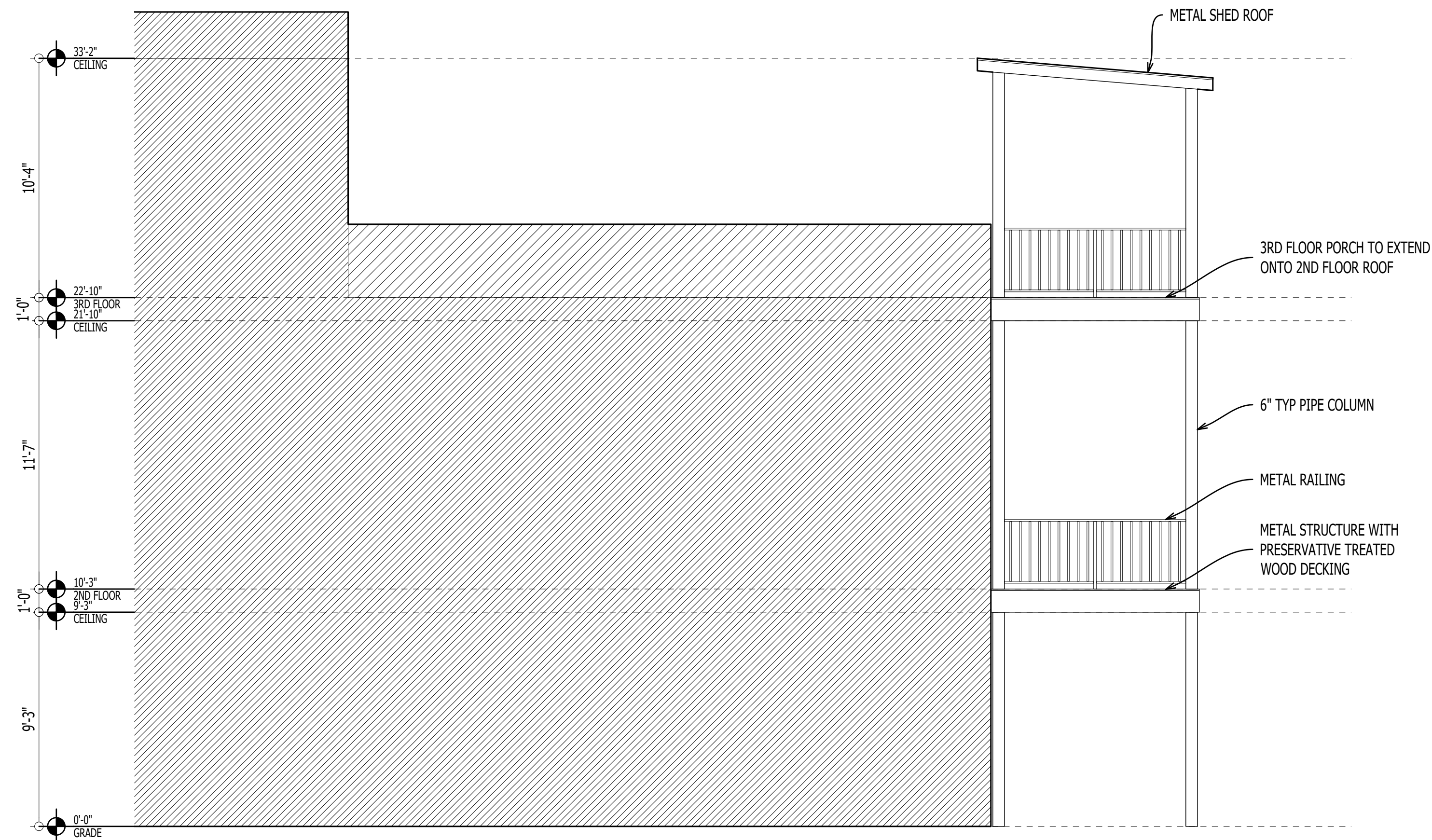
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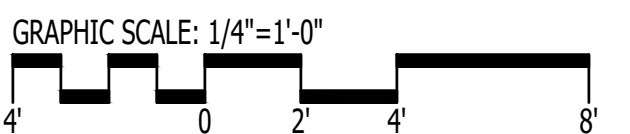
A-201

NEW ELEVATIONS

12 X 18 SHEETS ARE HALF SIZE



1
A-202
NEW ELEVATION (TERTIARY)
Scale: 1/4" = 1'-0"



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Date: 04.30.2019

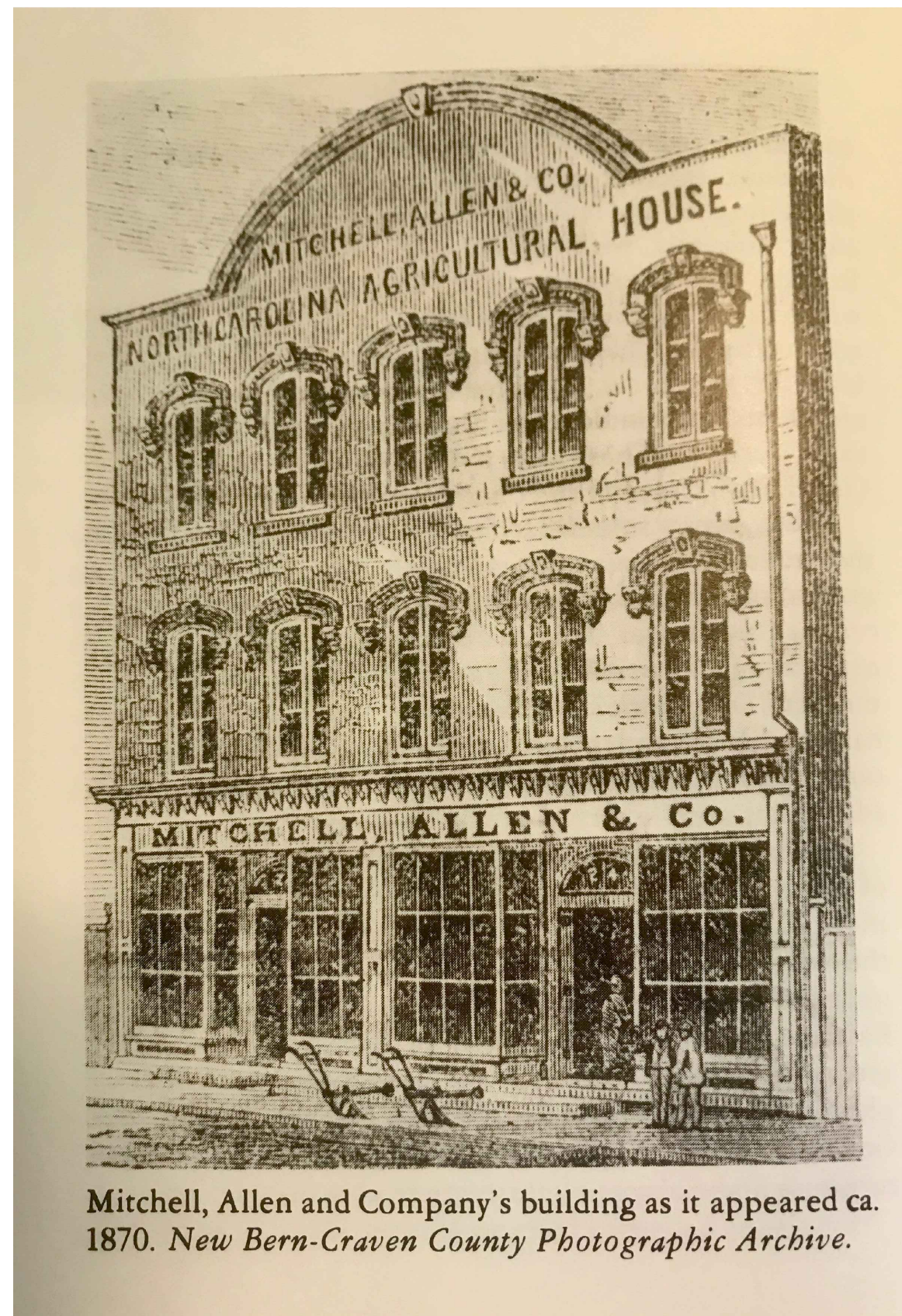
Revisions:

BLYTHE
309 POLLOCK STREET, NEW BERN, NC 28560

A-202

NEW ELEVATIONS

12 X 18 SHEETS ARE HALF SIZE



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<p>BLYTHE 309 POLLOCK STREET, NEW BERN, NC 28560</p>	
<p>Date: 04.30.2019</p>	<p>Revisions:</p>

PHOTOS
PHOTOS
12 X 18 SHEETS ARE HALF SIZE

FEE SCHEDULE (office use only)
 [] \$22 Standard Application (minor)
 [] \$107 Standard Application (major)



HPC Administrator
HPAdmin@newbern-nc.org
Work: (252)639-7583
Fax: (252)636-2146

Application for a Certificate of Appropriateness
(For Alterations to Properties in Locally Designated Historic Districts)

For assistance see "CoA Instructions", as well as "Historic District Guidelines", available online at:
<http://www.newbern-nc.org/departments/development/historic-preservation/historic-preservation-guidelines/>

Type of Project: ☐ Exterior Alteration ☒ Addition ☐ Infill ☐ Site Work ☐ Other

I. Applicant/Owner Information:			
Property Address (Include year built, if known): 218 Metcalf Street (1905)			
Property Owner Name(s): George & Virginia Howard	Owner Mailing Address: 218 Metcalf Street New Bern, NC 28560	Phone #'s: 205-910-7081 205-329-0087	Email: ghoward@uab.edu gigiemo@gmail.com
Applicant Name (if different): Sarah Afflerbach, AIA GO Architectural Design, PLLC	Applicant Mailing Address: 1202A Pollock Street New Bern, NC 28560	Phone #'s: 252-633-0322	Email: sarah@goarchdesign.com

II. Project Information: <i>(See "CoA Instructions" & "Historic Guidelines" for help in completing this section)</i>
<p>1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed)</p> <p>Relocate an existing garden shed on the property to make room for a first floor master suite addition and kitchen expansion. Add a single story addition in the rear yard. Addition materials to match existing, painted wood siding and trim, painted wood windows with 3D grilles inside and out, hand seamed metal roof.</p> <p align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></p>
<p>2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (page and guideline number):</p> <p>Additions 3.3.1 - 3.3.2 - 3.3.3 Foundations 4.1.1 - 4.1.2 - 4.1.3 - 4.1.4 Windows & Doors 4.3.1 - 4.3.2 - 4.3.3 Roofs 4.5.1 - 4.5.3 - 4.5.4 Patio 4.6.1 - 4.6.2</p> <p align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></p>
<p>3. Provide a detailed description of materials to be used (copies of brochures, texture, etc.):</p> <p>Reference the specific Guidelines in the Historic District Guidelines for the proposed material(s).</p> <p>Painted wood siding and trim to match existing, brick masonry foundation, painted wood doors and windows with 3D grilles inside and out with shadow bar, hand seamed metal roof.</p> <p align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></p>

III. Additional Information Provided: (See "CoA Instructions" for more detail)

Plan(s) of Work, with: (please check all of those which are included with this application)

- ☒ Site plan (with annotated notes showing existing site and requested work)
- ☒ Photographs of the building and location where the proposed work will be completed
- ☒ Annotated notes or photos of materials to be used (samples may also be submitted)
- ☒ Floor plan with dimensions (for additions)
- ☒ Elevations with dimensions (for exterior additions or renovations)
- ☐ Supporting materials (brochures, photos of similar New Bern projects, estimates, etc.)
- ☒ Letter from owner acknowledging this application, in the case of submission by an applicant or lessee.

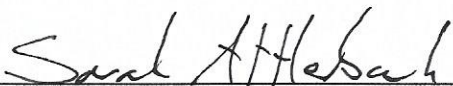
Please see Development Services Staff (Staff) prior to submittal for initial review of the application and advisement if additional information will be required before consideration at a Historic Preservation Commission hearing.

Please read the following statements. Your signature below acknowledges that you have read the statements and attest to their accuracy:

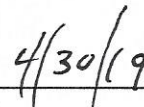
Check one:

- ☐ I am the owner of the Property, or
- ☒ I am acting on behalf of the owner of the property and I have attached a letter from the owner(s) indicating their knowledge of this application.

- ◆ I understand that submittal of this application does not constitute approval of proposed alterations.
- ◆ I understand that the approval of this application by City Staff or the New Bern Historic Preservation Commission (HPC) does not constitute approval of other federal, state, or local permit applications.
- ◆ I understand that I (or my representative) will need to attend the Hearing of this Application by HPC. No Applications shall be heard without a representative present and all applicable fees paid in full.
- ◆ I have reviewed the City of New Bern's "Historic District Guidelines" in preparing this Application.
- ◆ I understand that the property referenced by this Certificate of Appropriateness (CoA) application is in one of New Bern's local historic districts and that it represents a part of New Bern's historic fabric. If a CoA is approved by HPC or Staff, I agree to implement all changes as specified in the approved CoA, including any conditions. I understand that I am responsible for contacting Staff if I have any questions regarding the allowed changes specified in the approved CoA.
- ◆ I understand that ANY unapproved alterations are enforceable as a violation of City Ordinance and must be brought into compliance by removal or through the CoA process.
- ◆ I affirm that all the information included in this application is true to the best of my knowledge.
- ◆ I understand that incomplete applications cannot be considered.



Signature of Applicant/Owner



Date

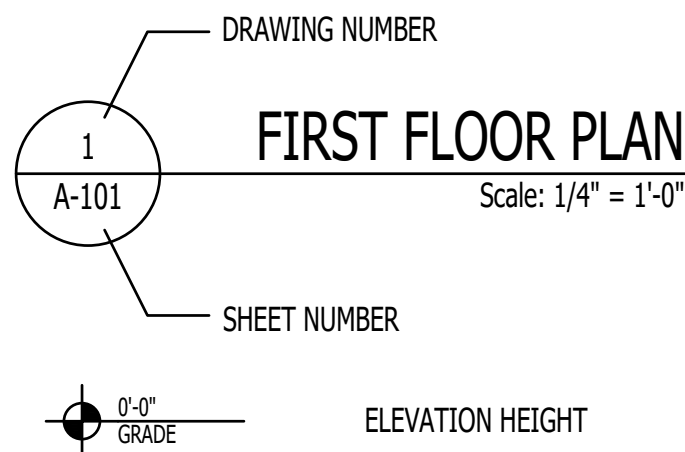
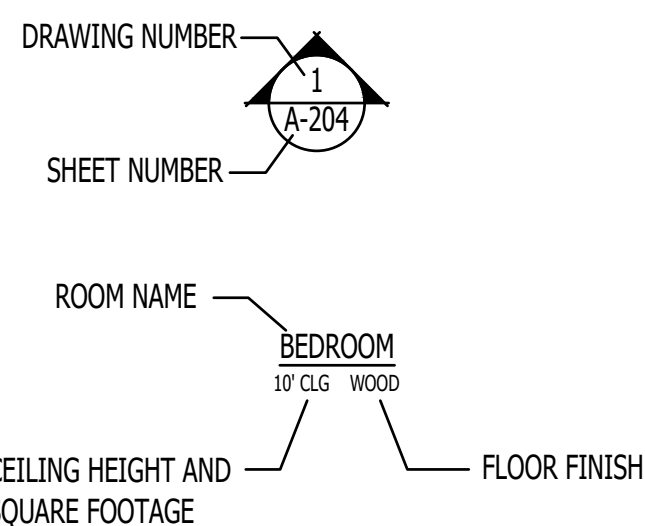
APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST. NO LESS THAN 2 WEEKS PRIOR TO UPCOMING MEETING. FOR FURTHER INFORMATION, CONTACT THE ADMINISTRATOR OF THE HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.

HOWARD ADDITION/RENOVATION



KEYS & SYMBOLS

DOOR & WINDOW SIZE KEY
2'6" = 2'-6" WIDE (ASSUME STANDARD DOOR
HEIGHT OF 6'-8" UNLESS NOTED)
2060 = 2'-0" WIDE X 6'-0" HIGH



- RECEPTACLE
- FLOOR RECEPTACLE
- GFCI RECEPTACLE
- WATER PROOF RECEPTACLE
- SWITCH
- 3 WAY SWITCH
- FAN / LIGHT
- SECURITY LIGHT
- CEILING MOUNT
- WALL SCONCE
- CEILING PENDANT
- FAN / LIGHT
- 6" RECESSED CAN
- FLUORESCENT
- UNDER-COUNTER
- CABLE
- TELEPHONE

SHEET SCHEDULE

- G-101 TITLE SHEET
- C-101 SITE PLAN
- A-101 FIRST FLOOR PLAN
- A-102 SECOND FLOOR PLAN
- A-103 THIRD FLOOR PLAN
- A-104 ROOF PLAN
- A-201 ELEVATION
- A-202 ELEVATION CONT.
- A-203 ELEVATION CONT.
- A-204 ELEVATION CONT.
- A-205 INTERIOR ELEVATIONS
- A-301 WALL SECTION
- A-302 WALL SECTION CONT.
- A-401 WALL DETAILS
- E-101 ELECTRICAL PLANS
- E-102 ELECTRICAL PLANS CONT.

NET SQUARE FOOTAGE

HEATED AND COOLED RENOVATION	
EXISTING SPACE	304 SF
NEW SPACE	487 SF
TOTAL	791 SF

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Revisions:

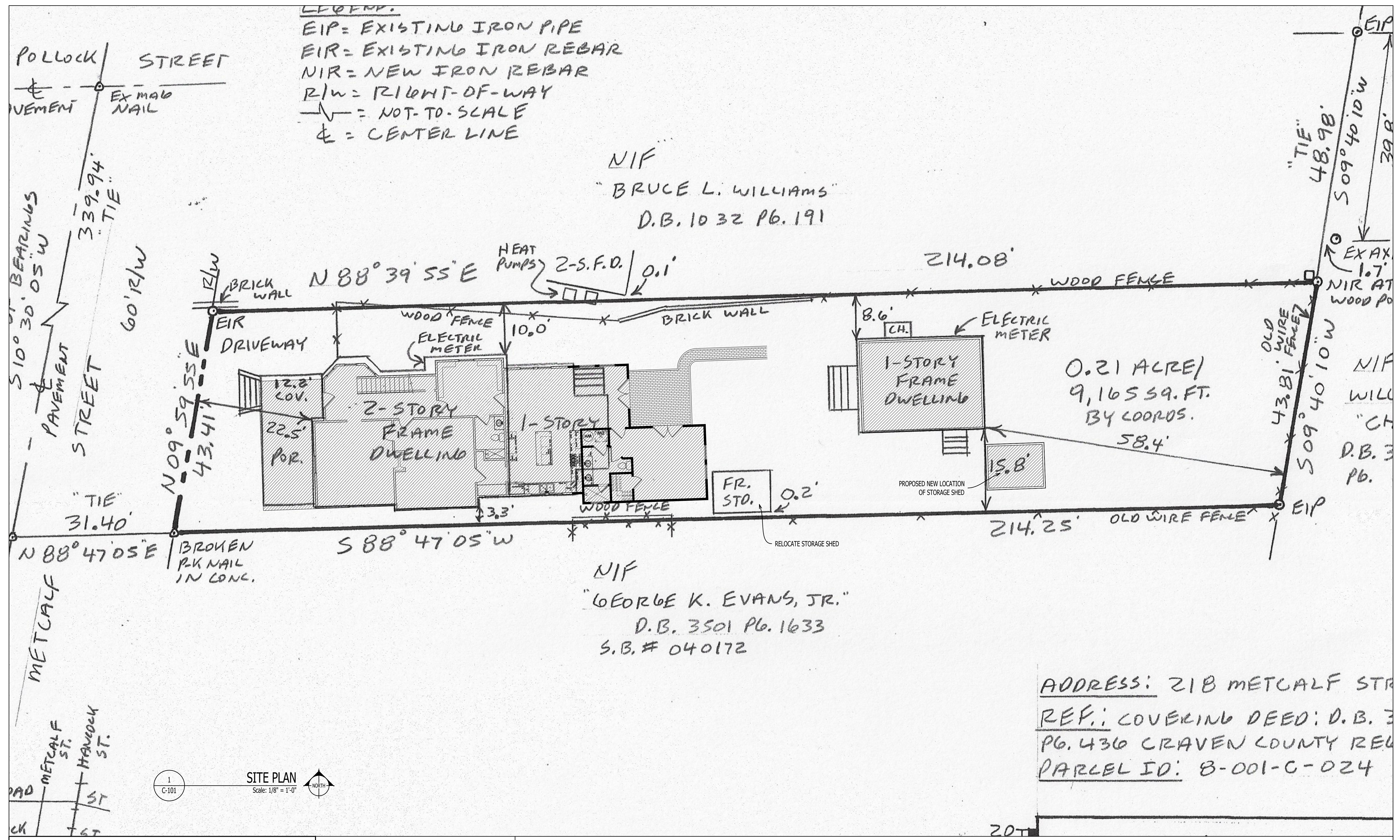
HOWARD
218 METCALF STREET, NEW BERN, NC 28560

G-101

TITLE SHEET

12 X 18 SHEETS ARE HALF SIZE

LEGEND:
 EIP = EXISTING IRON PIPE
 EIR = EXISTING IRON REBAR
 NIR = NEW IRON REBAR
 RLW = RIGHT-OF-WAY
 --- = NOT-TO-SCALE
 & = CENTER LINE

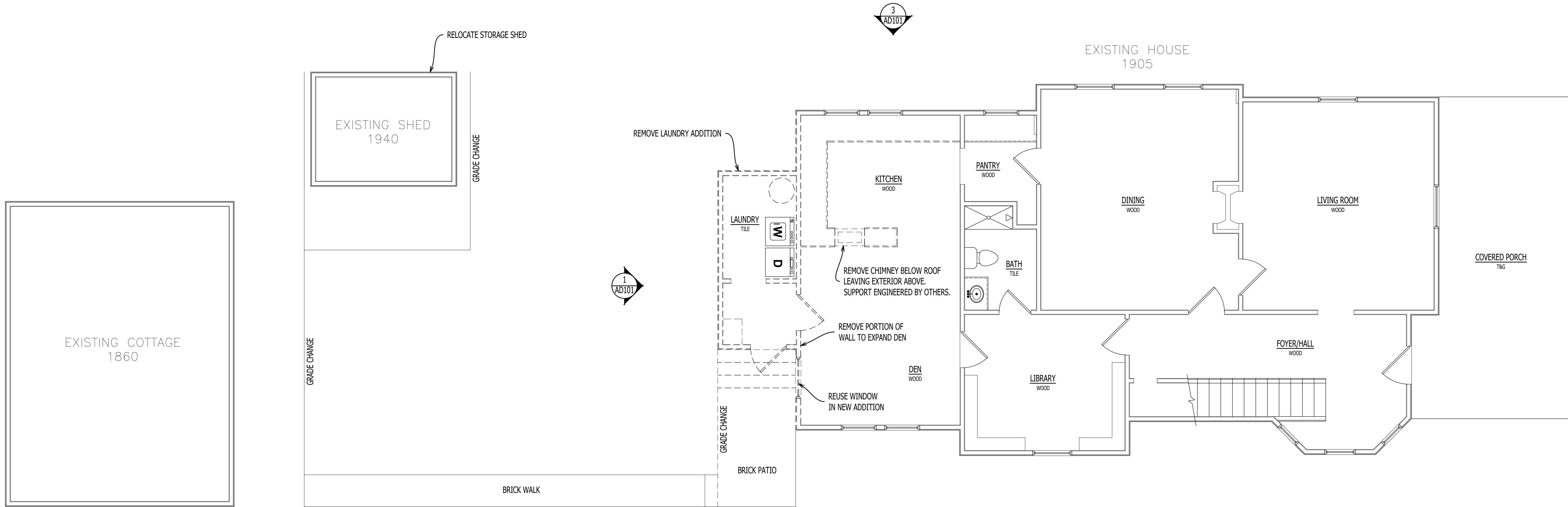


NIF
 "BRUCE L. WILLIAMS"
 D.B. 1032 PG. 191

NIF
 "GEORGE K. EVANS, JR."
 D.B. 3501 PG. 1633
 S.B. # 040172

ADDRESS: 218 METCALF STREET
 REF.; COVERING DEED: D.B. 3
 PG. 436 CRAVEN COUNTY REC.
 PARCEL ID: 8-001-C-024

1
 C-101
 SITE PLAN
 Scale: 1/8" = 1'-0"
 NORTH

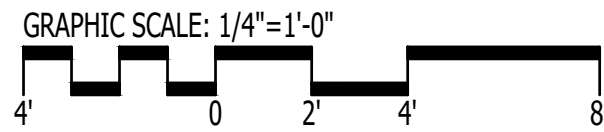


1
AD-101

DEMO / EXISTING

Scale: 1/4" = 1'-0"

1/4" = 1'-0"

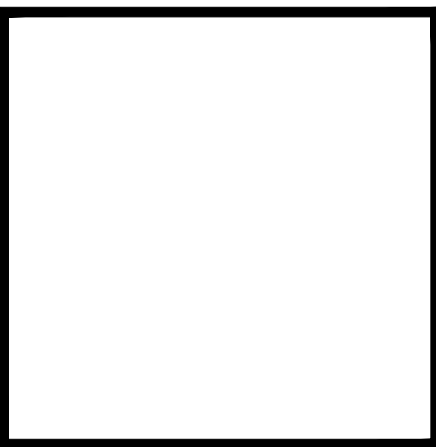


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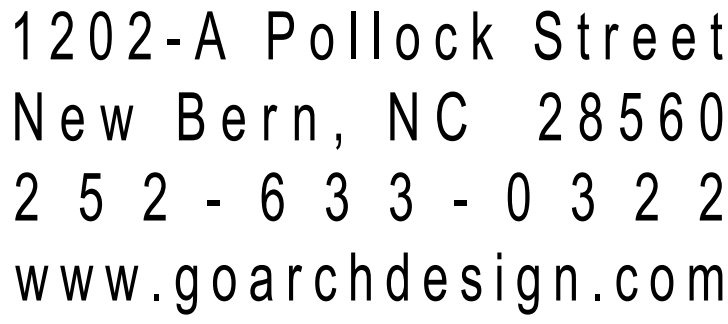
AD-101

DEMO / EXISTING

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C O P Y R I G H T N O T E

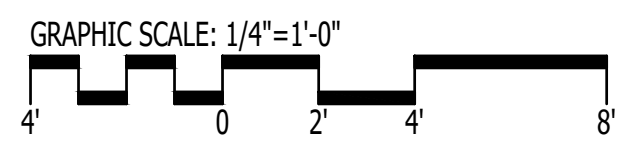
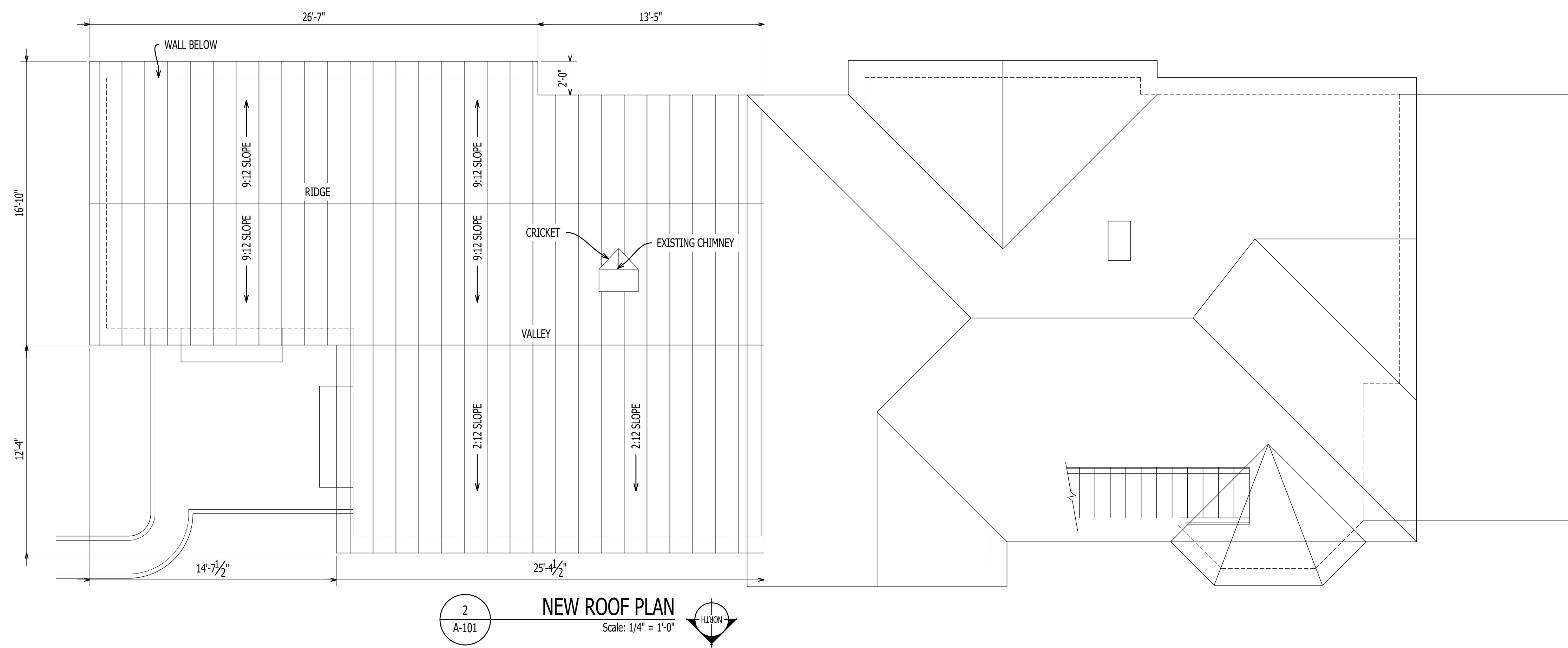
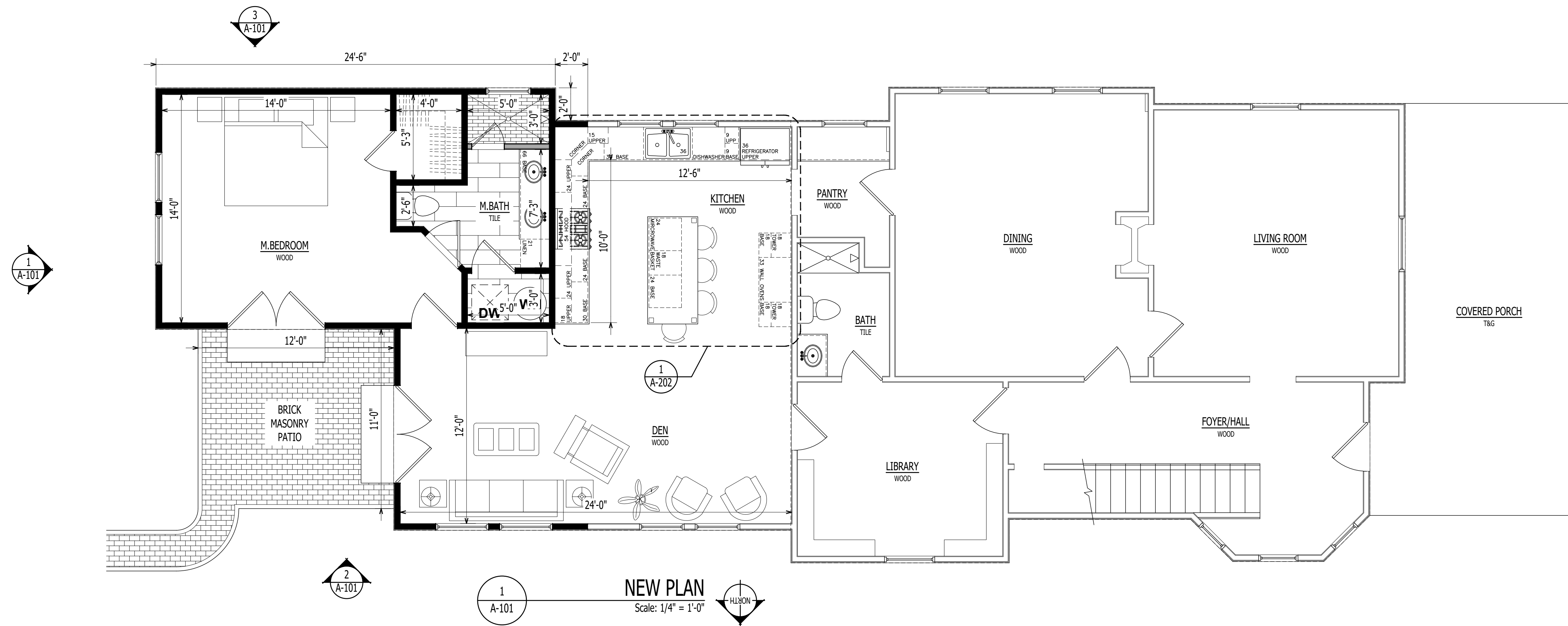
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DEMO / EXISTING ELEVATIONS

2 X 18 SHEETS ARE HALF SIZE

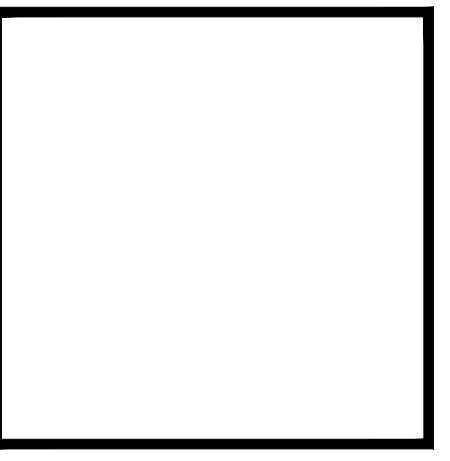


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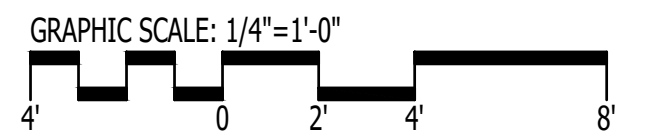
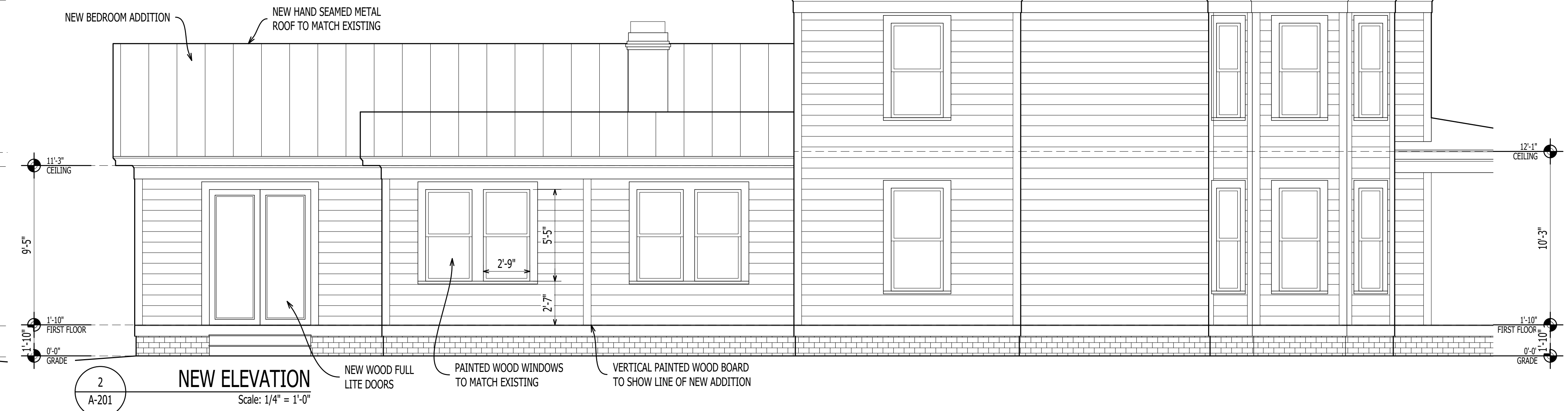
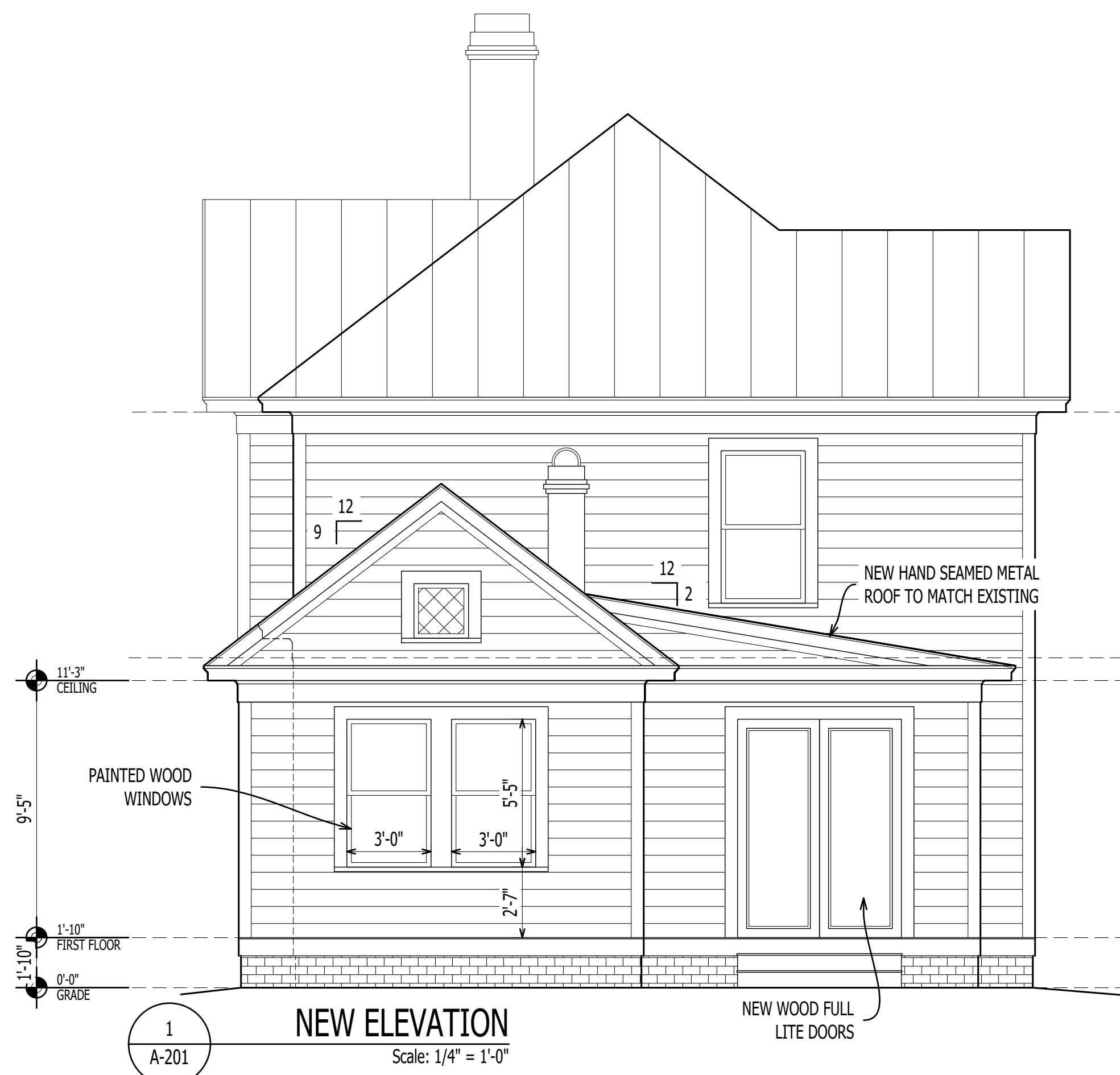


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A-101
NEW FLOOR PLAN

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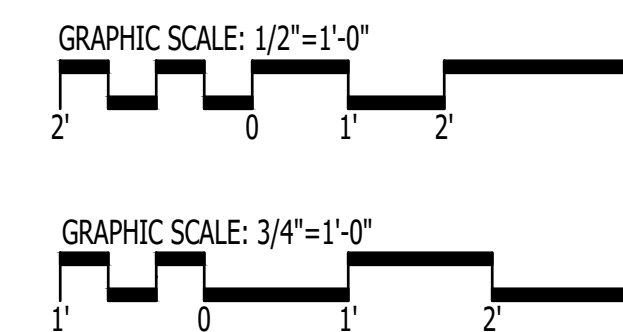
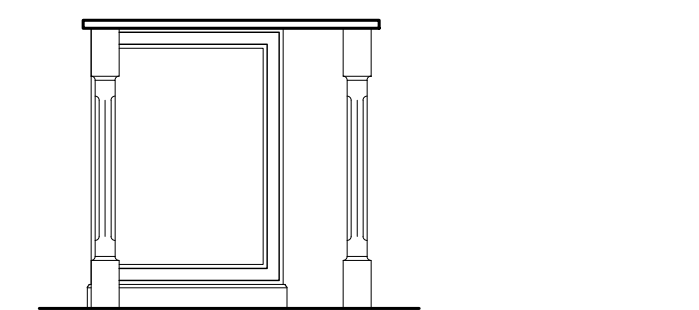
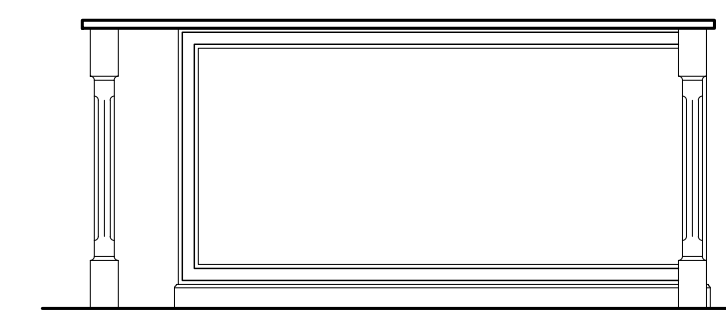
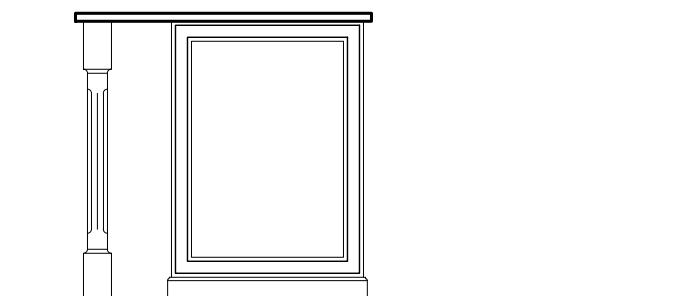
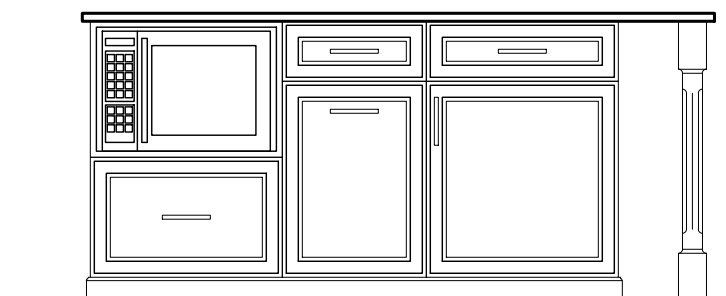
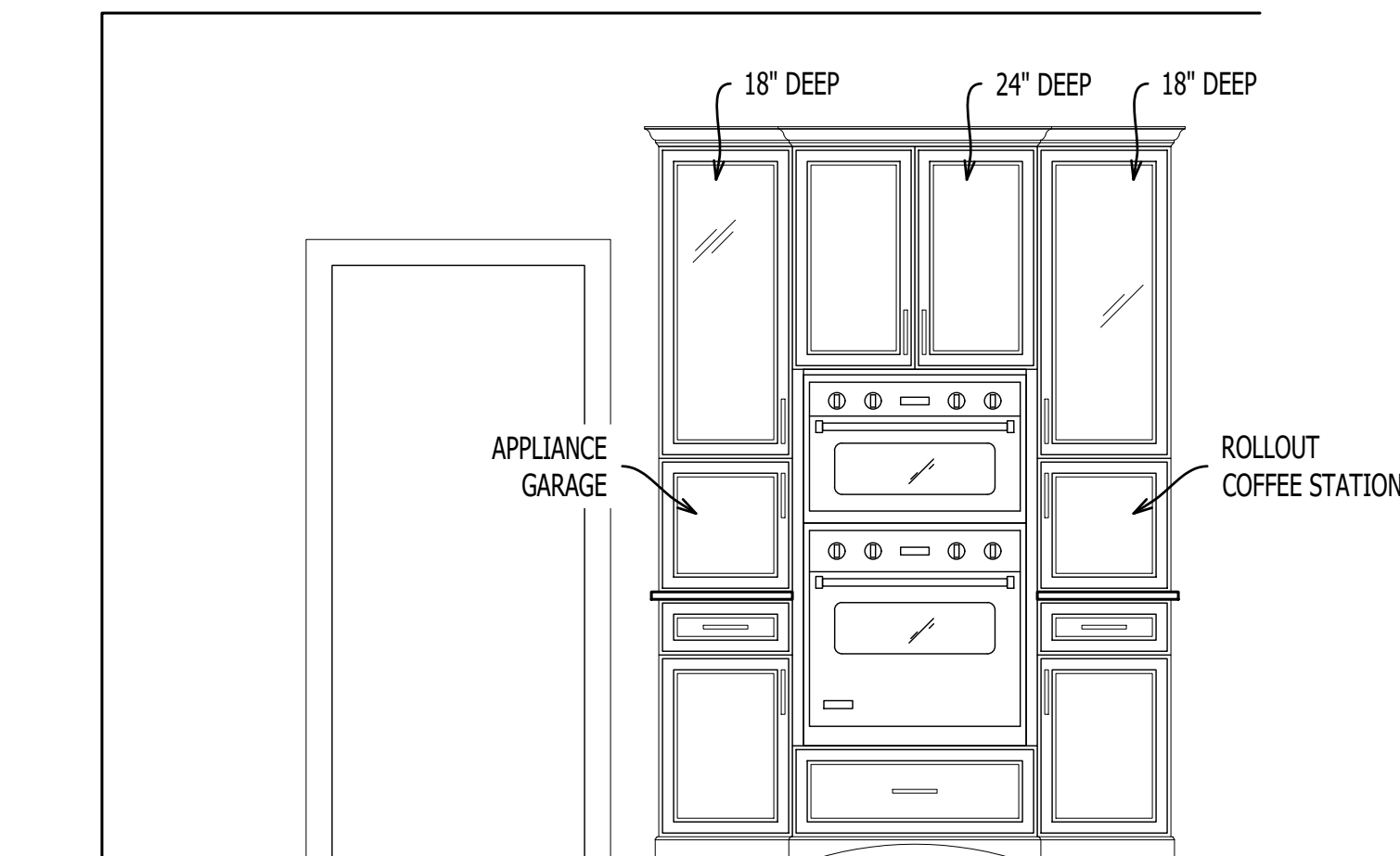
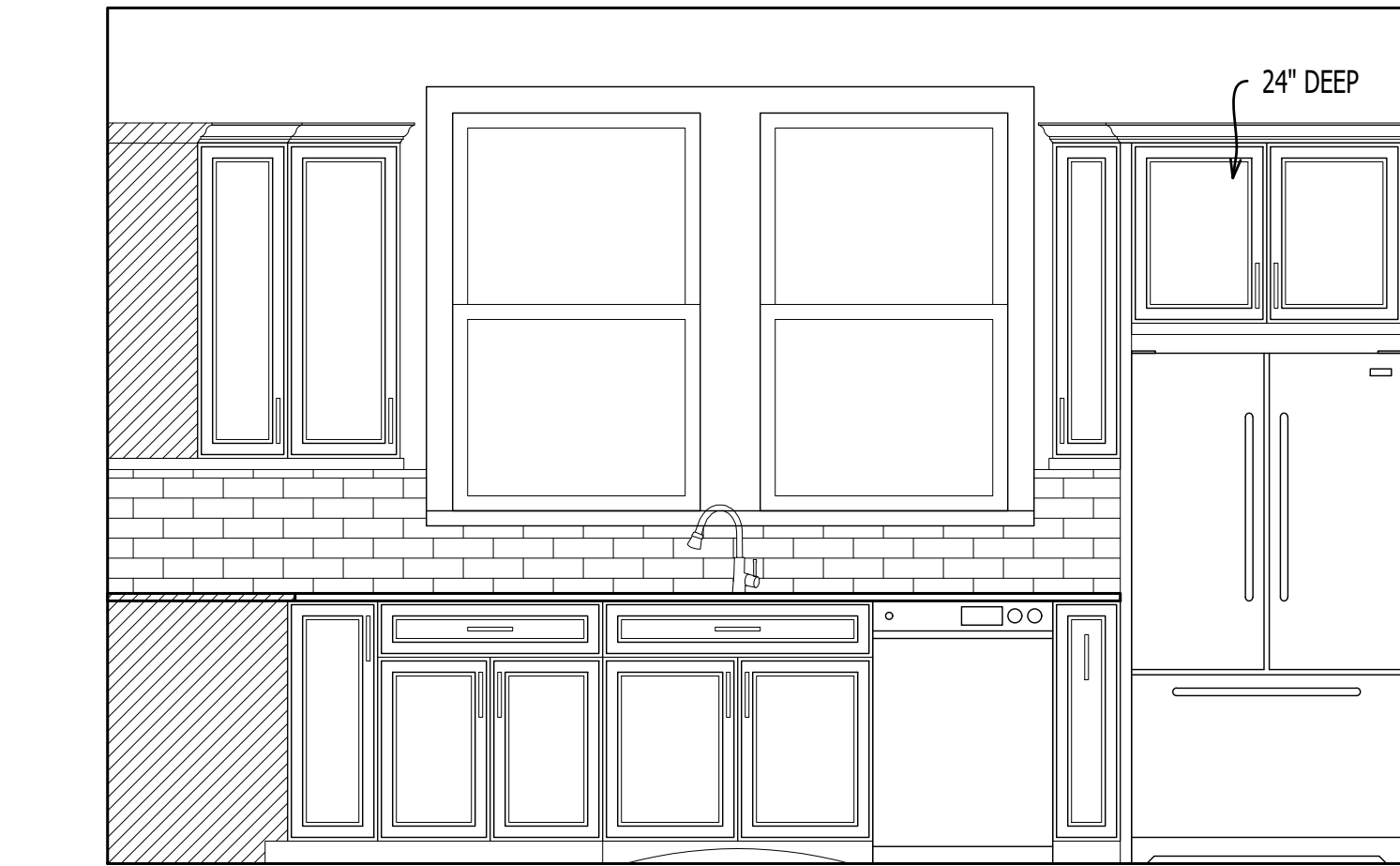
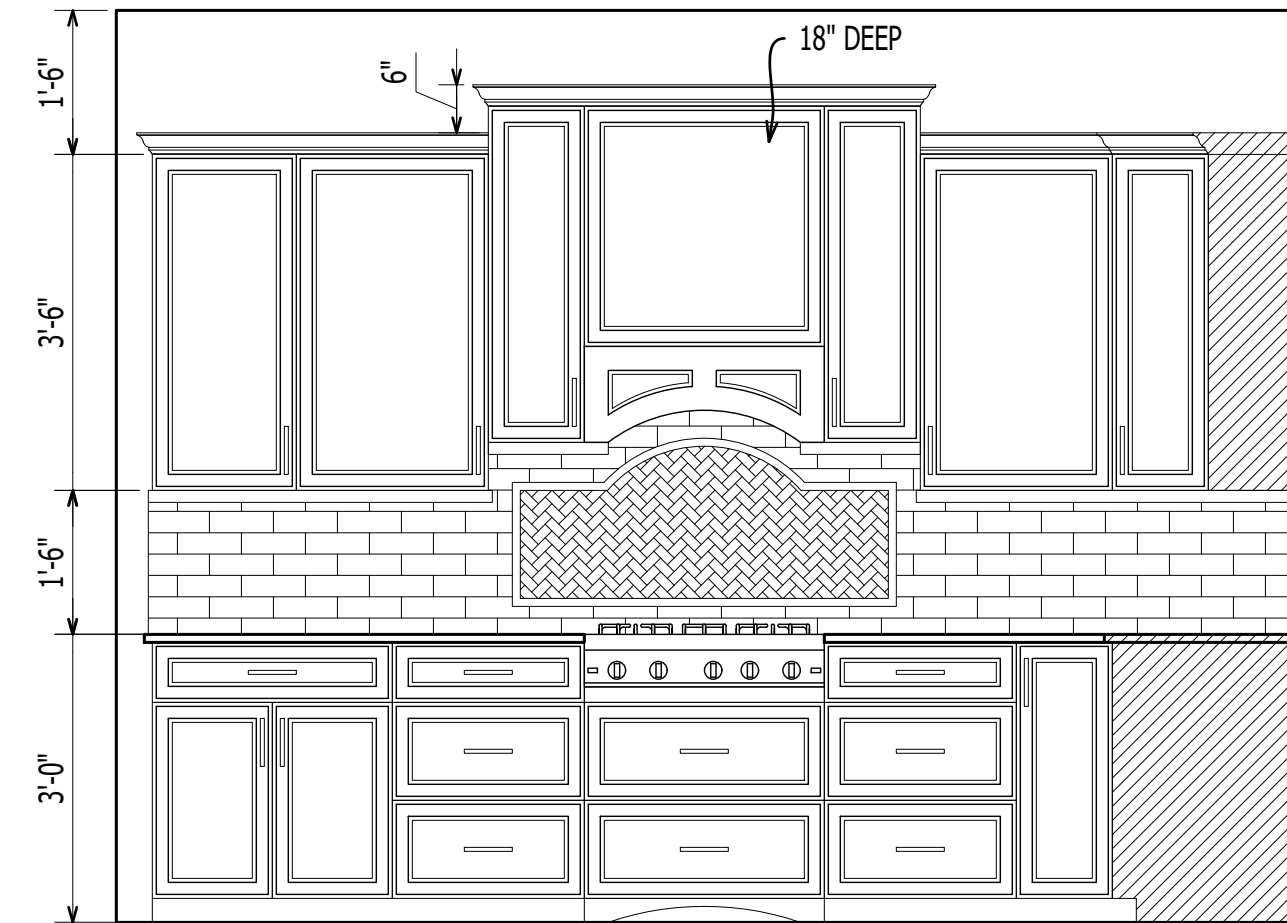
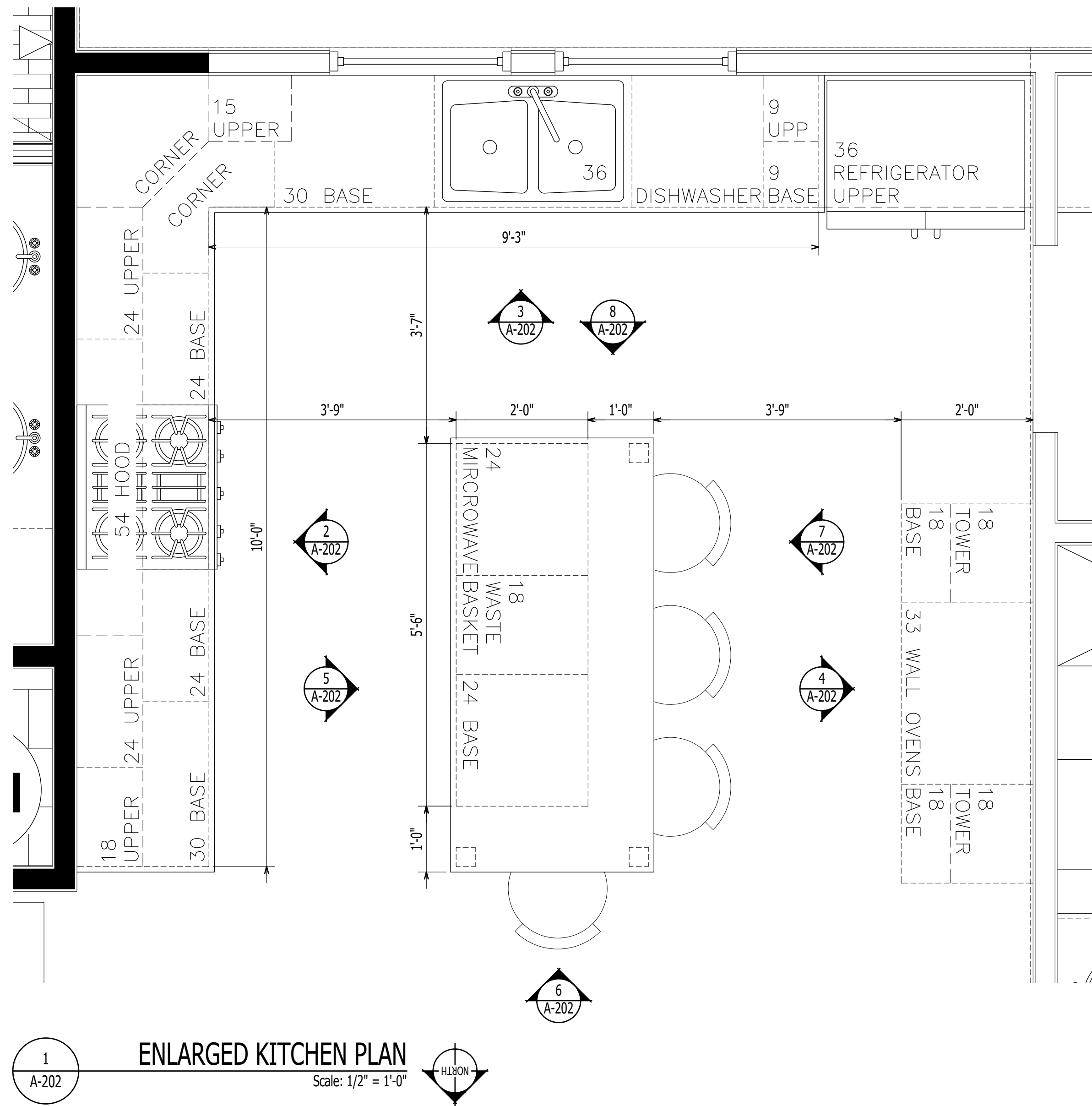
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A-201

NEW ELEVATIONS

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A-202

ENLARGED PLAN & INTERIOR ELEVATIONS

12 X 18 SHEETS ARE HALF SIZE



Aldermen

Sabrina Bengel
Jameesha S. Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham



NEW BERN
CITY OF NEW BERN

300 Pollock Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 636-4000

Dana E. Outlaw
Mayor

Mark A. Stephens
City Manager

Petitioners requesting City of New Bern Historic Preservation Commission action on property not owned by them must have this form completed by the owner of the property.

CERTIFICATE OF APPROPRIATENESS OWNERS AUTHORIZATION

Dear Sir or Madame:

I am the owner of the property located at:

218 Metcalf, New Bern, NC, 28562
(address, city, zip code)

I hereby authorize Sarah Afflerbach to appear with my consent, before the City of New Bern Historic Preservation Commissioner in order to request a Certificate of Appropriateness for the property referenced above.

I authorize you to present this matter on my/our behalf as the owner(s) of the property.

If there are any questions, please contact me at the following address and phone number:

653 Ridgeway Circle, Talladega, AL 35160 Phone 205-910-7081

George Howard
Owner's Signature

George Howard
Print Name

April 30, 2019
Date

Sworn to and subscribed before me this 30th day of April, 2019.

Cassandra D. Johnson
Notary Public:

My commission expires: June 7, 2020

