



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:** February 10, 2021

**RE:** Regular Meeting, **5:30 PM, Wednesday, February 17, 2021**, in the Courtroom,  
Second Floor, City Hall, 303 Pollock St.

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD CALL  
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. Approval of Minutes of Previous Meeting(s)

3. 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. 215 Craven St.** – to include the installation of a storefront storm protection system in the Primary AVC.

**C. 311 Bern St.** – to include the installation of new, wood window blinds and new, wood, 4-foot-high fencing in the Primary AVC.

**D. 227 Middle St.** – to include a second-floor addition in the Tertiary AVC.

*\*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).*

4. Old Business (non-hearing items tabled or continued from a previous meeting):

**A. Awards Work Group** – discussion of award categories and examples

5. General Public Comments

6. New Business:

**A. Appoint representative to Resiliency Plan stakeholder meeting**

**B. Training Opportunity** - National Alliance of Preservation Commissions – Community Assistance and Mentoring Program modules on Community Resilience and Disaster Planning

7. HPC Administrator's Report

**A. Report on CoAs Issued since the Workday before the Prior Regular Meeting Agenda was posted until the Workday before this Agenda Was Posted (1/11/21 - 2/09/21)**

MAJORS:

415 S. Front St. – Blackbeard's revisions

808 E. Front St. - amend approved design

309 Bern St. – rear addition and screened porch

MINORS:

520 E. Front St. – shed size revision (CoA revision) and rear steps railing (Minor)

208 Metcalf St. – front steps handrails

**B. Report on CoA Extensions Issued since the Prior Regular Meeting:**

421 E. Front St. (Farmers Market) – Extension until January 22, 2022, of the CoA approved January 22, 2020 – new replacement garage doors.

**C. Other Items and Updates**

State Statute 160 D - update

8. Commissioners' Comments

9. Adjourn

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



**HPC Administrator**  
 HPCadmin@newbernnc.gov  
**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:**

<https://www.newbernnc.gov> Go to: Departments, Development Services, then:

- For the CoA Instructions: Document Center, Alphabetical Listing, Certificate of Appropriateness – Instructions for COA application
- For the Historic District Guidelines: Historic Preservation, HPC Guidelines, Historic District Guidelines

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

<b>I. Applicant/Owner Information:</b>			
Property Address (Include year built, if known): 215 Craven Street, Downtown New Bern - Built in 1912			
Property Owner Name(s): Lindsay Sims, Winnie Smith	Owner Mailing Address: Same	Phone #s: 252.638.4261	Email: mitchellhardware@suddenlinkmail.com
Applicant Name (if different):	Applicant Mailing Address:	Phone #s:	Email:

<b>II. Project Information:</b> <i>(See "CoA Instructions" &amp; "Historic Guidelines" for help in completing this section)</i>
1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed) Permanent horizontal tracks to be installed along storefront windows. Tracks would be used to secure removable panels during a threat of a hurricane. Tracks to be painted to blend with facade (ivory above windows to match moulding, brown below windows to match copper flashing). Purpose is to protect the expansive, non-tempered glass. Purpose is to prevent sacrificing the structural integrity of the storefront by avoiding any future nailing of boards into the wood window frames each year. <div align="right">Continued on additional sheet or attached brochure <input type="checkbox"/></div>
2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (only need the guideline numbers): # 1 -We are being proactive by protecting our Historic building from possible damage caused by future storms like Florence. <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). Powder-coated aluminum tracks to match facade (approx 3in wide). Removable aluminum panels. Stainless bolts for securing panels to tracks. <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 have attached the notarized authorization form indicating the owner(s) consent to represent them for 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

10.08.20

Date

APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST.. FOR A MAJOR PROJECT, SUBMITTAL AND FEE PAYMENT MUST BE NO LESS THAN 2 WEEKS PRIOR TO THE UPCOMING HPC REGULAR MEETING. FOR FURTHER INFORMATION, CONTACT THE HISTORIC PRESERVATION COMMISSION ADMINISTRATOR AT (252) 639-7583.





→ top tracks x2



















215 Craven St. – Staff Photos, 2021-01-19















Application: COA for Mitchell Hardware  
Exterior Alteration: Storm Shutter Track

**REQUEST**

Add tracks along our storefront that would enable installation of removable storm shutters before a threat of a major storm.

**REASON**

- When installing boards, nailing into the slender wood structure sacrifices the structural integrity of the storefront. Wood has already split in areas due to this.
- Wood structure is then exposed from nail holes causing water to seep in and wood to rot.
- The eight non-tempered glass windows are 8 feet wide each. They are at high risk of breaking during a storm (by debris carried by water, limbs falling from tree out front, sideways rain).
- Preserve over 100 years of history and memories!

**DESCRIPTION OF WORK**

- Two permanent horizontal tracks installed above the storefront windows.
- Tracks used to secure removable panels during a threat of a hurricane.
- Tracks to be painted to blend with ivory molding.
- Removable panels to be attached to the ground using a temporary track. Stainless steel bolts to attach the track to the concrete ground and to the panels.
- When the panels are not in use, the bottom track will be removed and the bolts will remain.

**MATERIALS**

- Powder-coated aluminum tracks to match the facade.
- Removable aluminum panels (temporarily used during a storm).
- Stainless bolts for securing panels to tracks.

**COMPANY FOR HIRE:** Atlantic Breeze Storm Shutters. Family-owned business for 20 years located in Morehead City.

**PRECEDENT:** Carolina Creations on Pollock Street



A photograph of the exterior of a brick building housing a store named 'Carolina Creations'. The building features large glass windows and a dark-framed entrance. A sign above the entrance reads 'WINNER'. The storefront is decorated with several large potted ferns and a small wooden bench. A black banner with white text is overlaid at the bottom of the image.

# Precedent- Carolina Creations





**Damage from nails**



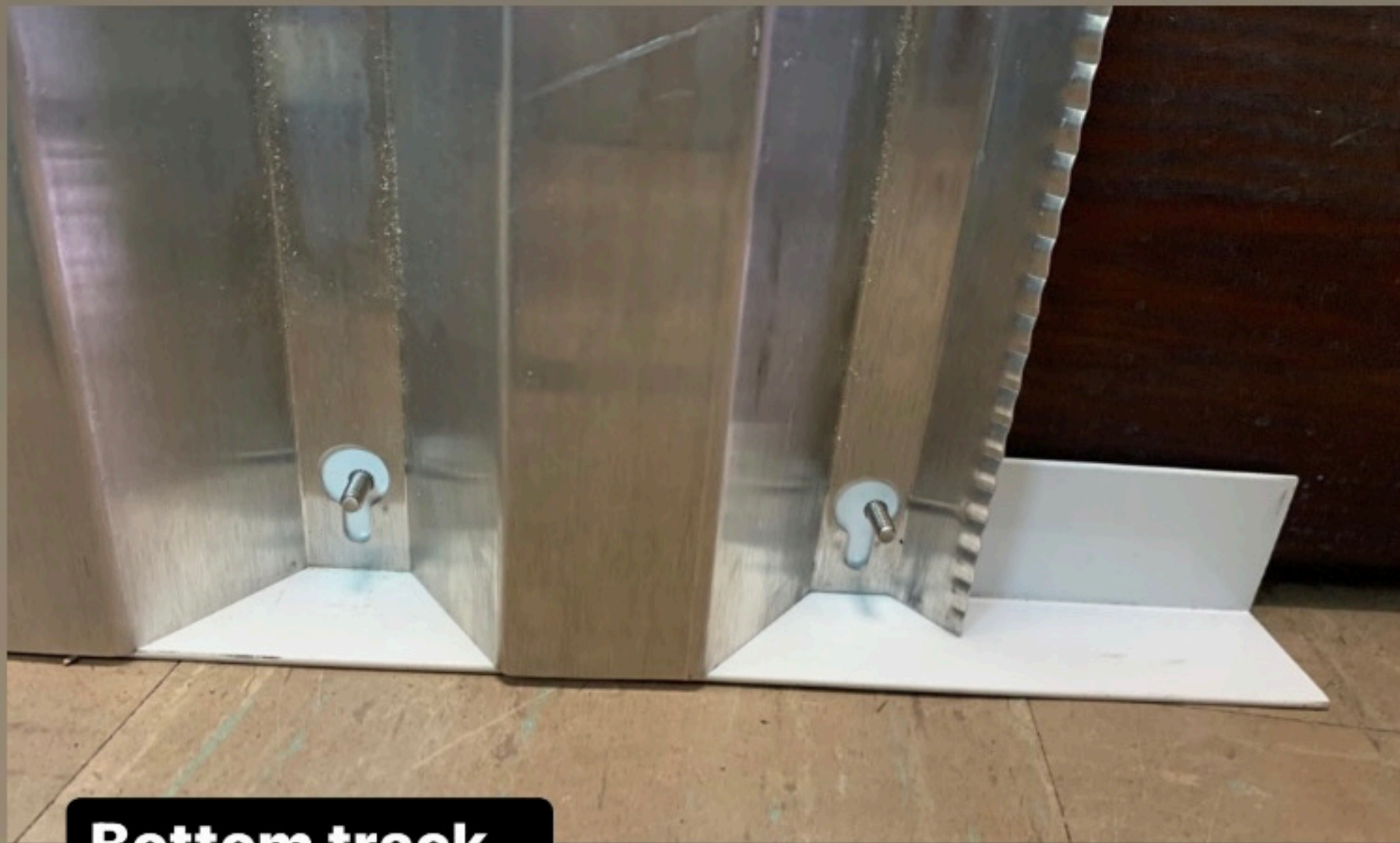


**Installation example**





**Top track**



**Bottom track -  
installation detail**





**Top track - side view**





**Removable panel**





**Bottom track**





**Permanent bolts  
in ground**



TOP



















## Zoning and Inspections Review of

### Application for Certificate of Appropriateness for Alterations in Historic District

Initial review of applications for certificates of appropriateness by the Zoning Administrator and Chief Building Inspector is intended to provide the applicant and Historic Preservation Commission with information related to compliance with local land use ordinance and building code. It does not represent a formal approval of a permit by any party and does not bind the decisions of Commission.

**Application Address and Description:** 215 Craven St. – to include the installation of a storefront storm protection system in the Primary AVC.

**Zoning Administrator** please review the application and fill out all applicable items

Zoning District: C-1

Required Setbacks (primary structure): Front average Side 0 ft Rear 6 ft

Accessory Setbacks: From Nearest Structure 8 ft Side 3 ft Rear 3 ft

Maximum Lot Coverage for proposed use: N/A

Maximum Height of Structure: 60 ft +

Required Site Improvements: Landscaping N/A Buffer N/A Parking

Other requirements:

I have reviewed the application for proposed alterations to this property and have determined that it Meets ☒ Does Not Meet ☐ the requirements of the Land Use Ordinance.

Comments:

Zoning Administrator Just Lythlin 2/12/21

**Chief Building Inspector** please review the application and include any comments below

The proposed project Will ☐ Will Not ☒ require a building permit(s).

Comments:

Chief Building Inspector Matt Penick 2/12/21



## Certificate of Appropriateness Findings & Recommendations

HPC Meeting February 17, 2021

**Applicant:** Lindsay Sims and Winnie Smith  
**Applicant Address:** 215 Craven St., New Bern, NC 28560  
**Project Address:** 215 Craven St., New Bern, NC

**215 Craven St.** – to include the installation of a storefront storm protection system in the Primary AVC.

### **NR Inventory (2003) Information**

**Historic Property Name:** S.B. Parker Company, built 1912

**Status:**      **Contributing:** X      **Non-contributing:**      **Vacant Lot:**

**Description:** Two stories; brick; five bays wide; multi-pane transoms in storefronts; corbeled cornice.

**Sandbeck Description** (1988): “When Simmons B. Parker prepared to construct a new building to house his thriving sheet-metal works, it was logical for him to construct it on lower Craven Street, in the heart of New Bern’s foundry and metalworking district. ... functionally detailed two-story structure built in 1912 to serve as a combination showroom, office, and warehouse. ... continued to use this building until 1966.

Its five-bay façade is divided into two separate storefronts at the first floor, each surviving very much intact and having a central recessed entrance flanked by large display windows. ... Both storefronts have their original multi-paned transoms. ...”

### **Staff submits the following Historic District Guidelines as appropriate to this application:**

#### **Modifications**

3.2.2 Modifications to a structure should not conceal, damage, or remove significant design components or architectural features.

#### **Entrances**

4.4.1 Adhere to Guidelines for retention of historic fabric when altering entrance components.

#### **Wood**

5.2.1 Adhere to Preservation Guidelines for retention of historic fabric when altering wood materials.

#### **Metals**

5.3.4 Provide aluminum fabrications with welded joints or blind, mechanical connections having concealed fasteners.

### **Statements of Reason**, based on the information contained in the application, in Staff’s judgment are:

1. The primary structure is a contributing resource in the district;
2. The project is within the Primary AVC;
3. The proposed design, components, and materials meet the requirements of the Guidelines;
4. The proposed design will end the gradual compromising of the original materials due to temporary storm protection measures, plus will protect the original materials from direct damage due to wind and flying debris in future storms;



## **Certificate of Appropriateness Findings & Recommendations**

HPC Meeting February 17, 2021

5. The Zoning Administrator and the Chief Building Official have reviewed this project and commented accordingly;
6. The project is not incongruous with the Guidelines.

### **MOTION**

**Staff recommends the Commission approve this application to include the installation of a storefront storm protection system in the Primary AVC.**



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



HPC Administrator  
[HPCadmin@newbernnc.gov](mailto:HPCadmin@newbernnc.gov)  
 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:

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- For the Historic District Guidelines: Historic Preservation, HPC Guidelines, Historic District Guidelines

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

<b>I. Applicant/Owner Information:</b>			
Property Address (Include year built, if known): 311 Bern Street, New Bern			
Property Owner Name(s): Kathryn Askew	Owner Mailing Address: 6612 Six Forks Rd, Ste 203 Raleigh, NC 27615	Phone #s: 919-280-8121	Email: <a href="mailto:accounting@keacontracting.com">accounting@keacontracting.com</a>
Applicant Name (if different):	Applicant Mailing Address:	Phone #s:	Email:

<b>II. Project Information:</b> <i>(See "CoA Instructions" &amp; "Historic Guidelines" for help in completing this section)</i>	
1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed) Wooden white picket fence with small gate around front yard - 4 ft tall Painted Wooden shutters with proper hardware proportional to window openings <div style="text-align: right;">Continued on additional sheet or attached brochure <input type="checkbox"/></div>	
2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (only need the guideline numbers): 2.5.1, 2.5.2 4.3.4, 5.4.2 <div style="text-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). <div style="text-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)
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- ◆ 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

1-18-2021  
Date

APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST.. FOR A MAJOR PROJECT, SUBMITTAL AND FEE PAYMENT MUST BE NO LESS THAN 2 WEEKS PRIOR TO THE UPCOMING HPC REGULAR MEETING. FOR FURTHER INFORMATION, CONTACT THE HISTORIC PRESERVATION COMMISSION ADMINISTRATOR AT (252) 639-7583.



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:

311 Bern St, New Bern, NC 28562  
(address, city, zip code)

I hereby authorize Patricia Marquez 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:

6612 Six Forks Rd, Ste 203, Raleigh NC 27605 Phone 919-280-8121

[Signature]  
Owner's Signature

Kathy Askew  
Print Name

2/3/2021  
Date

Sworn to and subscribed before me this 3 day of February, 2021.

Barbara Wendel  
Notary Public:

My commission expires: 8/31/2021



















## Zoning and Inspections Review of

### Application for Certificate of Appropriateness for Alterations in Historic District

Initial review of applications for certificates of appropriateness by the Zoning Administrator and Chief Building Inspector is intended to provide the applicant and Historic Preservation Commission with information related to compliance with local land use ordinance and building code. It does not represent a formal approval of a permit by any party and does not bind the decisions of Commission.

**Application Address and Description:** 311 Bern St. – to include the installation of new, wood window blinds and new, wood, 4-foot-high fencing in the Primary AVC.

**Zoning Administrator** please review the application and fill out all applicable items

Zoning District: C-5A

Required Setbacks (primary structure): Front average Side 20 ft Rear 6 ft

Accessory Setbacks: From Nearest Structure 8 ft Side 3 ft Rear 3 ft

Maximum Lot Coverage for proposed use: 60%

Maximum Height of Structure: 50 ft

Required Site Improvements: Landscaping N/A Buffer N/A Parking N/A

Other requirements:

I have reviewed the application for proposed alterations to this property and have determined that it Meets ☒ Does Not Meet ☐ the requirements of the Land Use Ordinance.

Comments:

Zoning Administrator

*Pat. Langdon* 2/12/21

**Chief Building Inspector** please review the application and include any comments below

The proposed project Will ☐ Will Not ☒ require a building permit(s).

Comments:

Chief Building Inspector

*Mark Reed*

2/12/21



## Certificate of Appropriateness Findings & Recommendations

HPC Meeting February 17, 2021

**Applicant:** Kathryn Askew  
**Applicant Address:** 6612 Six Forks Rd., Ste 203, Raleigh, NC 27615  
**Project Address:** 311 Bern St., New Bern, NC

**311 Bern St.** – to include the installation of new, wood window blinds and new, wood, 4-foot-high fencing in the Primary AVC.

### NR Inventory (2003) Information

**Historic Property Name:** House, built ca. 1900

**Status:** **Contributing: X** **Non-contributing:** **Vacant Lot:**

**Description:** Two stories; three bays wide, two bays deep; six-over-six sash; hip-roofed porch, square posts, balustrades; German siding; gable-front roof, cornice returns, diamond-shaped attic vent.

**Staff submits the following Historic District Guidelines as appropriate to this application:**

#### Guidelines for Fences and Garden Walls

- 2.5.1 Fences and walls based on historic designs are encouraged. Incorporate materials and configurations that relate to the architecture of the principal structure on the site. Use fences and walls to demarcate property lines and screen private areas.
- 2.5.2 In a Primary AVC, erect low fences and walls with a vertical dimension of four feet or less. Space rectangular wood planks about one inch apart. Space square wood and iron pickets about three inches apart. Orient pickets vertically.

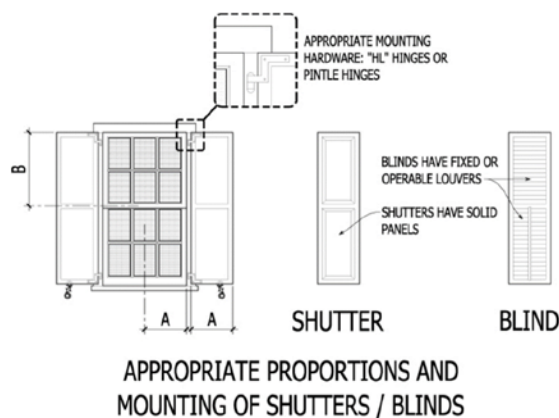
#### Modifications

- 3.2.1 Select materials that are consistent with the structure. Limit the palette to those materials that were available at the time a building was originally constructed.
- 3.2.2 Modifications to a structure should not conceal, damage, or remove significant design components or architectural features.

#### Windows, Doors and Openings

- 4.3.1 Adhere to Guidelines for retention of historic fabric when altering window, door and opening components.
- 4.3.4 Relate shutters and blinds proportionately to window openings. Whether operable or fixed, shutters or blinds shall have operable hardware including hinge and holdback hardware.

Illustration on Page 4-6 for Shutters and Blinds:





## **Certificate of Appropriateness Findings & Recommendations**

HPC Meeting February 17, 2021

### **Metals**

- 5.3.3 Use full weld iron and steel fabrication techniques. Welds shall be properly dressed or ground smooth.
- 5.3.4 Provide aluminum fabrications with welded joints or blind, mechanical connections having concealed fasteners.

### **Paint**

- 5.4.1 Adhere to Guidelines for retention of historic fabric when altering painted materials.
- 5.4.2 Select paint and sealant coatings that are harmonious with adjoining work. In general, new material shall be a compatible formulation with the substrate of application.
- 5.4.3 Apply primer coatings to front and back wood surfaces prior to cutting and fitting. Prime end cuts before installation. Apply finish paint coatings to exposed primed surfaces.
- 5.4.4 Consider using opaque stain in lieu of paint on flooring, fencing, and similar wood surfaces exposed to foot traffic or weather.

**Statements of Reason**, based on the information contained in the application, in Staff's judgment are:

- 1. The primary structure is a contributing resource in the district;
- 2. The project is within the Primary AVC;
- 3. The proposed design, components, and materials meet the requirements of the Guidelines;
- 4. The Zoning Administrator and the Chief Building Official have reviewed this project and commented accordingly;
- 5. The project is not incongruous with the Guidelines.

### **MOTION**

**Staff recommends the Commission approve this application to include the installation of new, wood window blinds and new, wood, 4-foot-high fencing in the Primary AVC.**

**FEE SCHEDULE** (office use only)  
☐ \$22 Standard Application (minor)  
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<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):

Baker's Kitchen, 227 Middle St. ca 1927

Property Owner Name(s):  
Budbeck, LLC

Owner Mailing Address:  
329-A Middle St.  
New Bern, NC 28560

Phone #'s:  
252-637-0304

Email:  
BeckyBengel@gmail.com

Applicant Name (if different):  
Lucien Vaughn  
Tarheel Associates, Inc.

Applicant Mailing Address:  
P.O. Box 12666  
New Bern, NC 28561

Phone #'s:  
252-633-6452

Email:  
lucien@tarheelassociates.com

**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)

See Attached Sheet

Continued on additional sheet or attached brochure ☒

2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (page and guideline number):

See Attached Sheet

Continued on additional sheet or attached brochure ☒

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 Attached Sheet

Continued on additional sheet or attached brochure ☒



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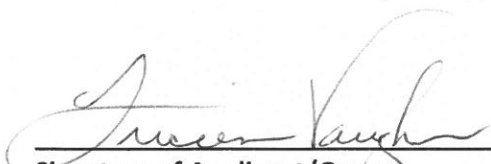
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- ◆ I understand that I (or my representative) will need to attend the Hearing of this Application by HPC. No Applications shall be heard without a representative present and all applicable fees paid in full.
- ◆ I have reviewed the City of New Bern's "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

January 28, 2021  
\_\_\_\_\_  
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.

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:

227 Middle St., New Bern, NC 28560

(address, city, zip code)

I hereby authorize Lucien Vaughn 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:

1311 N. Craven St.

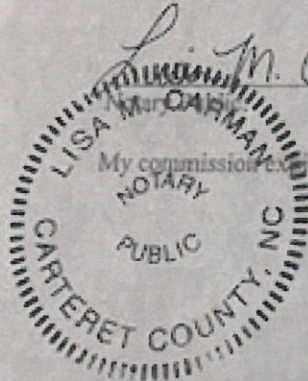
Phone 252-633-3404

Steve Bengel  
Owner's Signature

Steve Bengel  
Print Name

1/25/2021  
Date

Sworn to and subscribed before me this 25<sup>th</sup> day of January, 2021.



My commission expires: 4-30-2023





Scott Buildings

221 Middle Street, was extensively remodelled ca. 1923, when the present pressed-brick facade was added. Between the 1920s and the 1940s, the Scott family leased the building to the Trent Motor Company and the Carolina Rubber Supply Company. Since 1943, it has been occupied by Scott and Company, a refrigeration and propane business operated by descendants of S. H. Scott. The smaller adjacent building at 223 Middle Street was built ca. 1920-1923 for rental use for Solomon H. Scott, and was leased to the New Bern Tire Company. Both buildings display conservative, nearly identical facades of pressed brick, with detailing consisting of corner pilasters, plain corbelled cornices, and stone lintels above the window openings.

### Marks Building

225-227 Middle Street  
1927

This two-story brick and limestone-trimmed commercial building exhibits some of the only Art Moderne or early Art Deco detailing found in downtown New Bern. It was constructed in 1927 as a speculative and rental commercial property for the Marks family on land which they had owned since 1894. After 1930 it was jointly



Marks Building

owned by Belle Marks Hyman and Harriett L. Marks. City directories indicate that the northern half of the building was occupied for many years by the Thomas Music Company.

The facade brickwork seen here is skillfully accented by fine limestone trim which reflects classical motifs through the use of quoining at the second floor windows, combined with a functional sloped parapet and the use of stylized modernistic or Art Moderne circles in relief in square panels just below the parapet. The storefronts have been somewhat altered but appear to retain their original configuration with the central recessed entrances. The transoms are now unfortunately covered over.

### Hotel Albert

226 Middle Street  
1887

Built for Moses Patterson and Son in 1887, the Hotel Albert promptly assumed the status of the region's premier hostelry, with its handsomely detailed pressed-brick three-story facade and plate-glass storefronts flanking a broad central entrance. It was constructed on the site of the old frame Central Hotel, also operated by the Patterson family, which had been consumed when most of the east side of Middle Street burned in 1885. So impressive was the new hotel that it attracted special notice in George Nowitzky's descriptive booklet entitled *Norfolk, the Marine Metropolis of Virginia, and the Sound and River Cities of North Carolina*, published in 1888:

... much as Tryon's gubernatorial palace stood ahead of the log-cabin architecture of the period just as far has THE TOURIST'S PALACE, "THE ALBERT," distanced all hotel buildings in architecture, decorating and furnishings that have ever been created, prior to its erection, in the sound and river districts of North Carolina. Just as much as Tryon's great palace was the boast of New Bern and New Bernians in the ante-Revolutionary period just as much is the Albert, or as some fondly call it, the Royal Albert, their sensation at the present day.

Expiration Date: 07/20/2017



**NEW BERN**  
NORTH CAROLINA

**CERTIFICATE OF APPROPRIATENESS**

**Applicant (s):** Tarheel Associates

**Authorized Representative (if different):** Lucien Vaughn

**Property Owner(s):** Budbeck, LLC

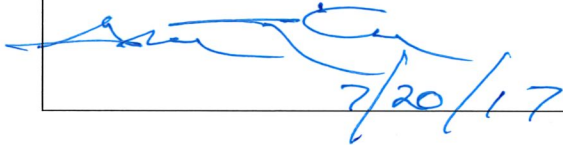
**Property Address:** 227 Middle Street, New Bern NC 28560

**Description of Work:** to include an addition to a contributing structure in the tertiary AVC.

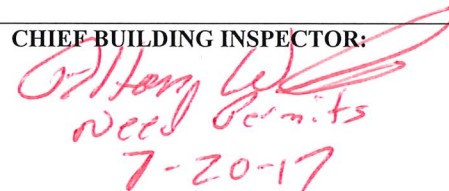
This application is for a **MAJOR WORK** project.

Comments/Signature/Date:

**ZONING ADMINISTRATOR:**

  
7/20/17

**CHIEF BUILDING INSPECTOR:**

  
need permits  
7-20-17

The Historic Preservation Commission reviewed the application on June 21, 2017, and

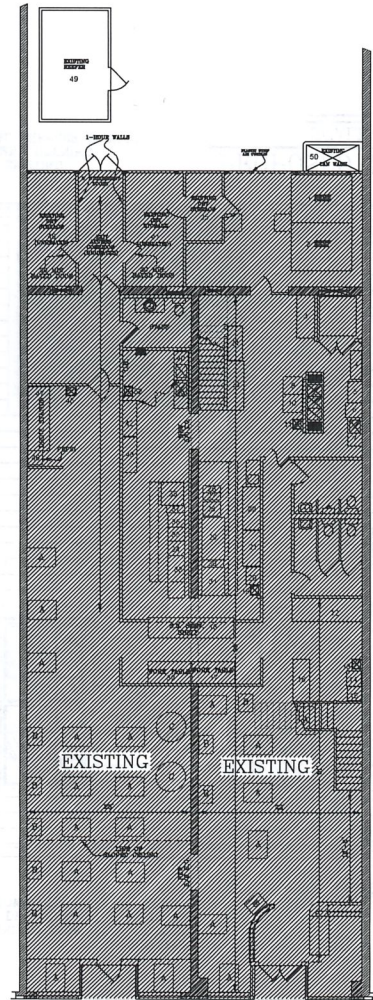
Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Approved (with conditions listed below) X  
the request in accordance with the New Bern Historic District Ordinance and Design Guidelines.

**Conditions:** Wood siding shall be utilized on the addition and an appropriate wood divider be approved by staff.

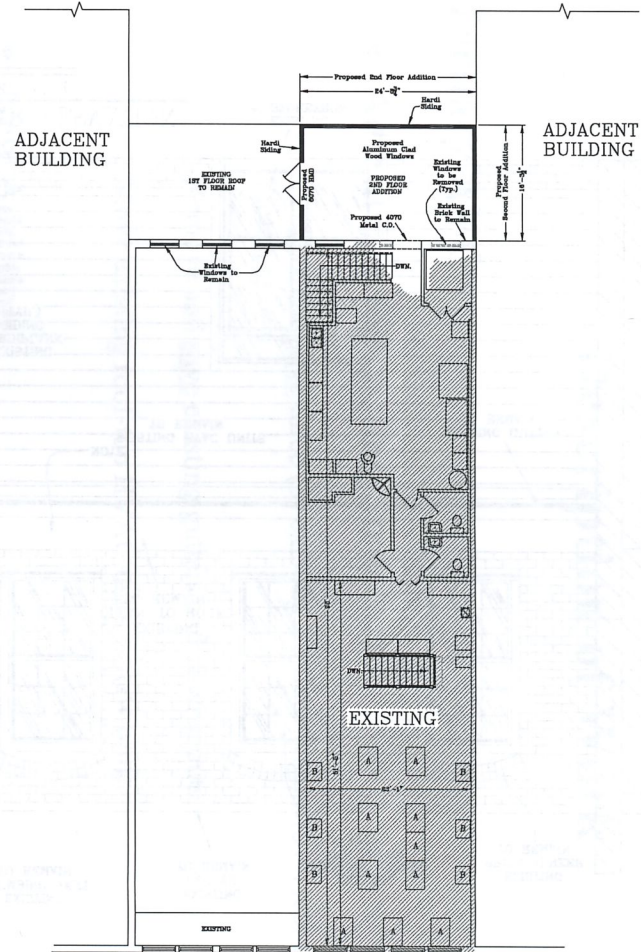
Commission Administrator: 

Date: July 20, 2017





EXISTING FIRST FLOOR PLAN  
SCALE: 1/8"=1'-0"

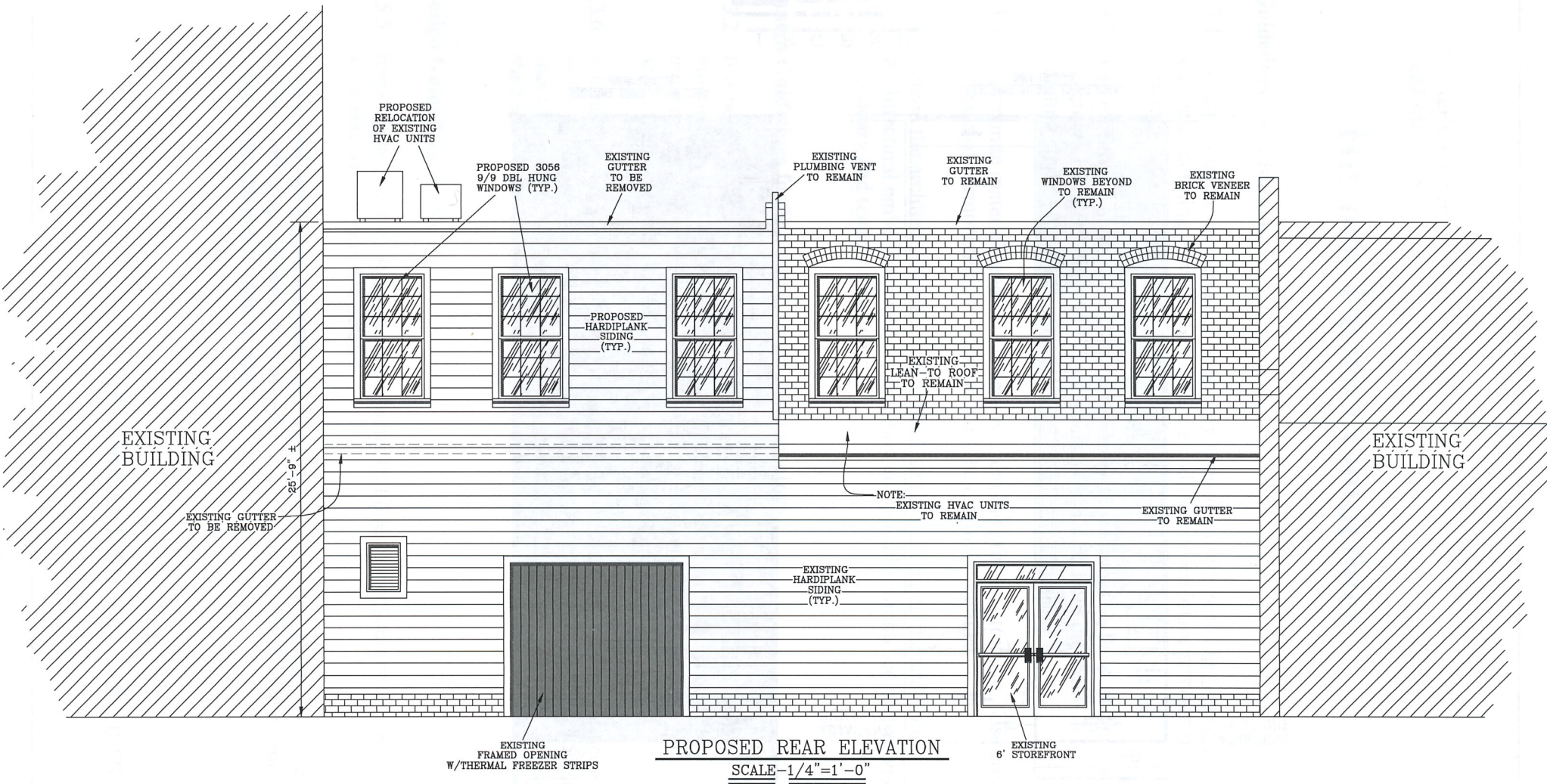


EXISTING SECOND FLOOR PLAN  
SCALE: 1/8"=1'-0"

# LEGEND

- NEW WALLS TO BE FRAMED
- EXISTING BRICK WALLS
- EXISTING WOOD FRAMED WALLS
- LARGE HATCHED AREAS ARE EXISTING

<b>TARHEEL ASSOCIATES</b> BUILDING CONTRACTORS		
SCALE: 1/8"=1'-0"	DATE: 8-7-17	DRAWN BY: T.E. CREEDLE
<b>BAKER'S KITCHEN</b> 2ND FLOOR ADDITION 227 MIDDLE STREET NEW HERN, N.C.		





**PROJECT: Baker's Kitchen 2<sup>nd</sup> Floor Rear Addition**  
**227 Middle St.**

**2/15/2021**

## **Description of Work**

- **Addition to Existing Contributing Structure in Tertiary AVC**

- Extend existing one-story painted brick demising/fire wall (belonging to the Bisbee residence @ 223 Middle St.) past the roof line and tie into the existing two-story painted brick demising/fire wall above the roof (see Plans).
- Build new 2<sup>nd</sup> story wood-frame shed roof addition on top of existing 1<sup>st</sup> floor wood-frame shed roof (see Plans).
- Remove and save one (1) (of 6) existing 2<sup>nd</sup> floor original wood double-hung windows on the rear elevation necessary to create a new interior 48" wide opening to the 2<sup>nd</sup> floor bakery (see Plans).
- Install new interior wall in front of remaining five (5) original wood double-hung windows. Note all five (5) remaining original windows will remain in place.
- Install four (4) new 9/9 SDL wood double-hung windows (see Plans).
- Install one (1) 7070 6-panel hollow-metal door and frame (to be used as a Special Use Cargo Door) (see Plans).
- Move existing roof-top HVAC units to new roof (see Plans).
- Install new wood siding on new 2<sup>nd</sup> floor addition walls.

Note: HardiePlank siding on 1<sup>st</sup> floor wall will remain (see Plans).

- Install wood fascia, bands, soffit, and frieze
- Paint new wood siding and trim.
- Paint new metal door.
- Paint new wood windows.
- Apply stucco finish to new CMU demising/fire wall (both sides)

## Historic District Guidelines

### Guidelines for Additions

- 3.3.2 Use roof forms and pitches that are similar to those found on the primary structure. Delineate the plane of the primary structure from the addition by creating slight offsets and corners.

### Design Guidelines for Windows, Doors and Openings

- 4.3.2 Add window and door openings in Secondary or Tertiary AVCs in locations that do not diminish the original design. In general, openings shall have a vertical orientation or be square.
- 4.3.3 Glazing should have true divided light muntins, or three-dimensional grilles affixed to both the interior and exterior of the glass. Provide shadow bars between insulated glass panes.
- 4.3.5 Tinted glazing is not appropriate in historic windows.

### Design Guidelines for Roofs

- 4.5.6 Locate rooftop appurtenances such as ventilators, antennae, satellite dishes, mechanical equipment and similar items in a manner that is not visible from the public right of way.

### Guidelines for Masonry

- 5.1.5 Provide a veneer of brick, stucco or other appropriate material over concrete masonry units. Architectural concrete masonry units such as rusticated, split face or similar types may be substituted for stone masonry construction.

### Guidelines for Metals

- 5.3.2 Use metal fabrications found in adjoining work. In general, new material should be the same dimension, shape and alloy of that existing.



PROJECT: Baker's Kitchen - 2<sup>nd</sup> Floor Rear Addition  
227 Middle St.

2/15/2021

### **Guidelines for Paint**

- 5.4.2 Select paint and sealant coatings that are harmonious with adjoining work. In general, new material shall be a compatible formulation with the substrate of application.
- 5.4.3 Apply primer coatings to front and back wood surfaces prior to cutting and fitting. Prime end cuts before installation. Apply finish paint coatings to exposed primed surfaces.
- 5.4.6 It is not appropriate to apply paint, water repellant or sealant coatings to unpainted surfaces such as masonry, stone, copper and bronze.

PROJECT: Baker's Kitchen – 2<sup>nd</sup> Floor Rear Addition  
227 Middle St.

2/15/2021

## **List of Materials**

- **Fire Wall Extension**

- 8 x 16 concrete masonry units.
- Stucco finish (both sides)

- **Windows**

- Marvin 36" x 72" 9/9 SDL wood double-hung window. 5/8" SDL muntins with shadow bars.

- **Special Use Exterior Door (for cargo only)**

- 7070 6-panel hollow-metal door and frame.

- **Siding**

- Wood siding

NOTE: Existing HardiePlank siding on 1<sup>st</sup> floor walls will remain.

- **Fascia, Band, Casings, Frieze**

- Wood

- **Soffit**

- Plywood solid soffit

- **Roofing**

- TPO membrane (to match the existing).

- **Gutters and Downspouts**

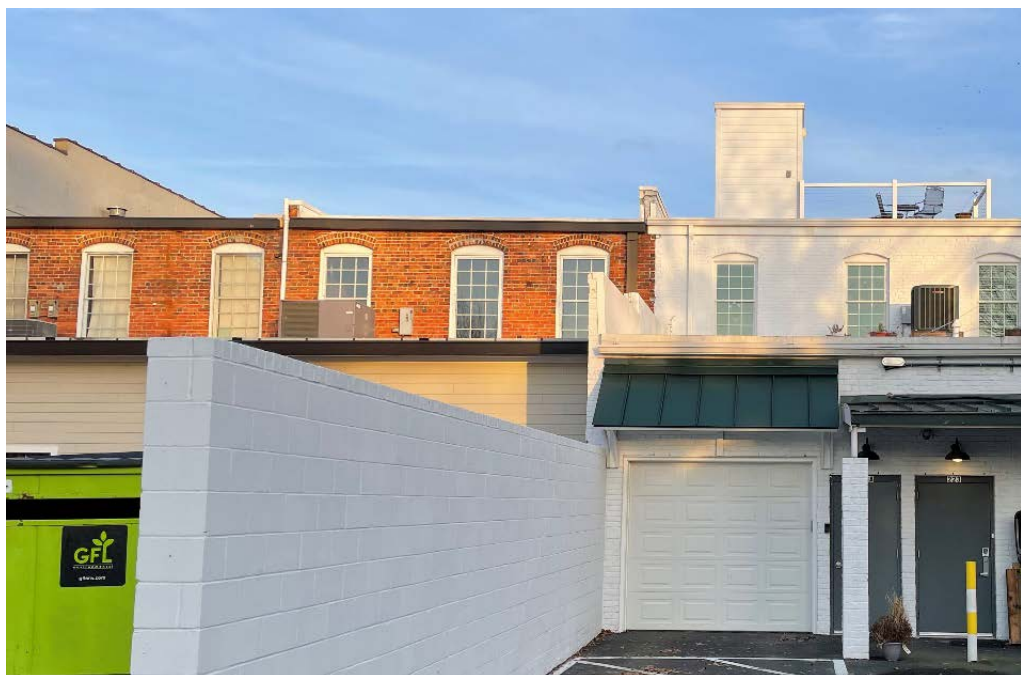
- 8" box-style gutter (to match the existing).
- 3" x 4" downspouts (to match the existing).

- **Wall Coping**

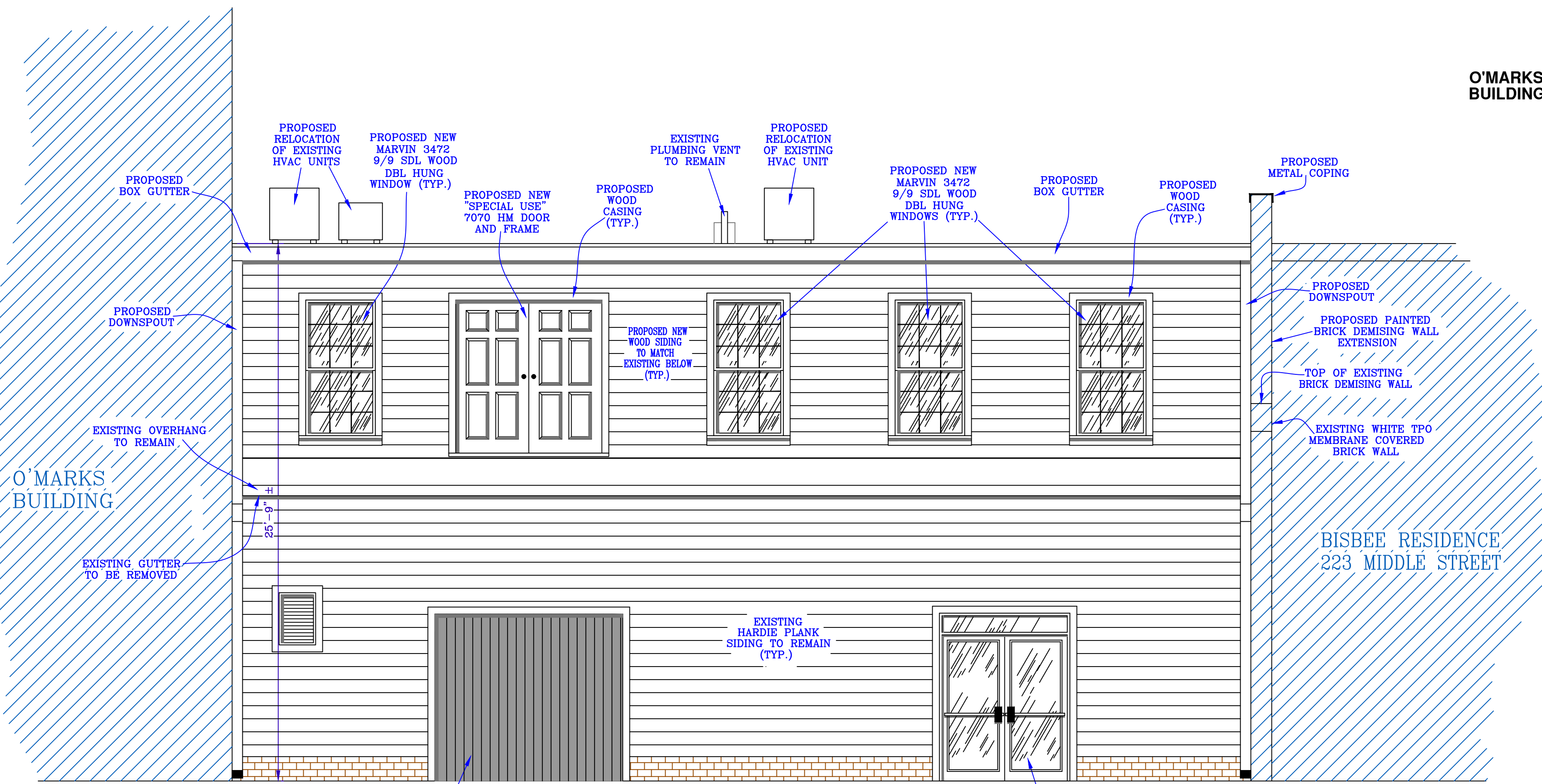
- White metal (to match the existing)



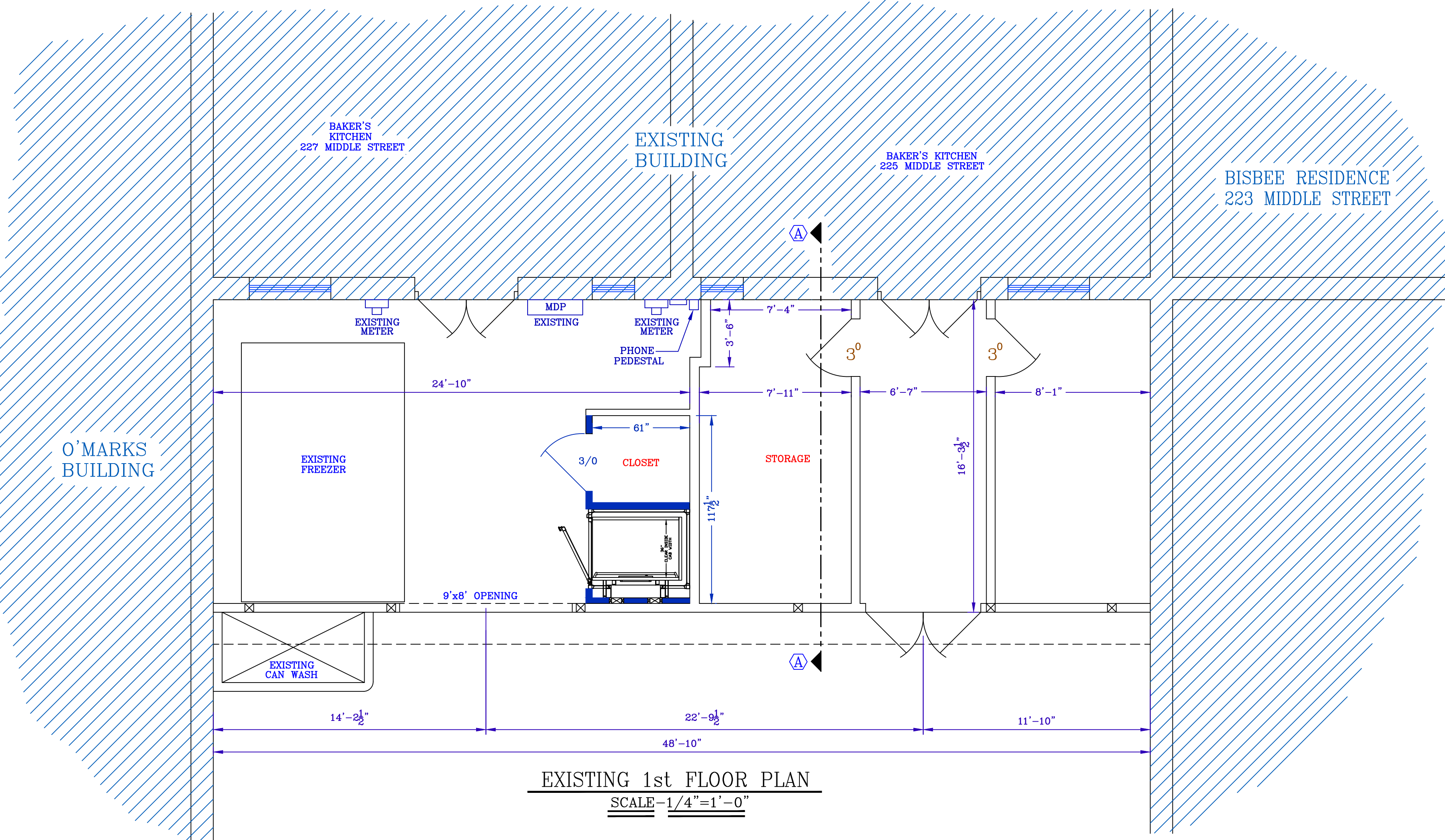
**227 Middle St. – applicant's photos, 2021-02-11**



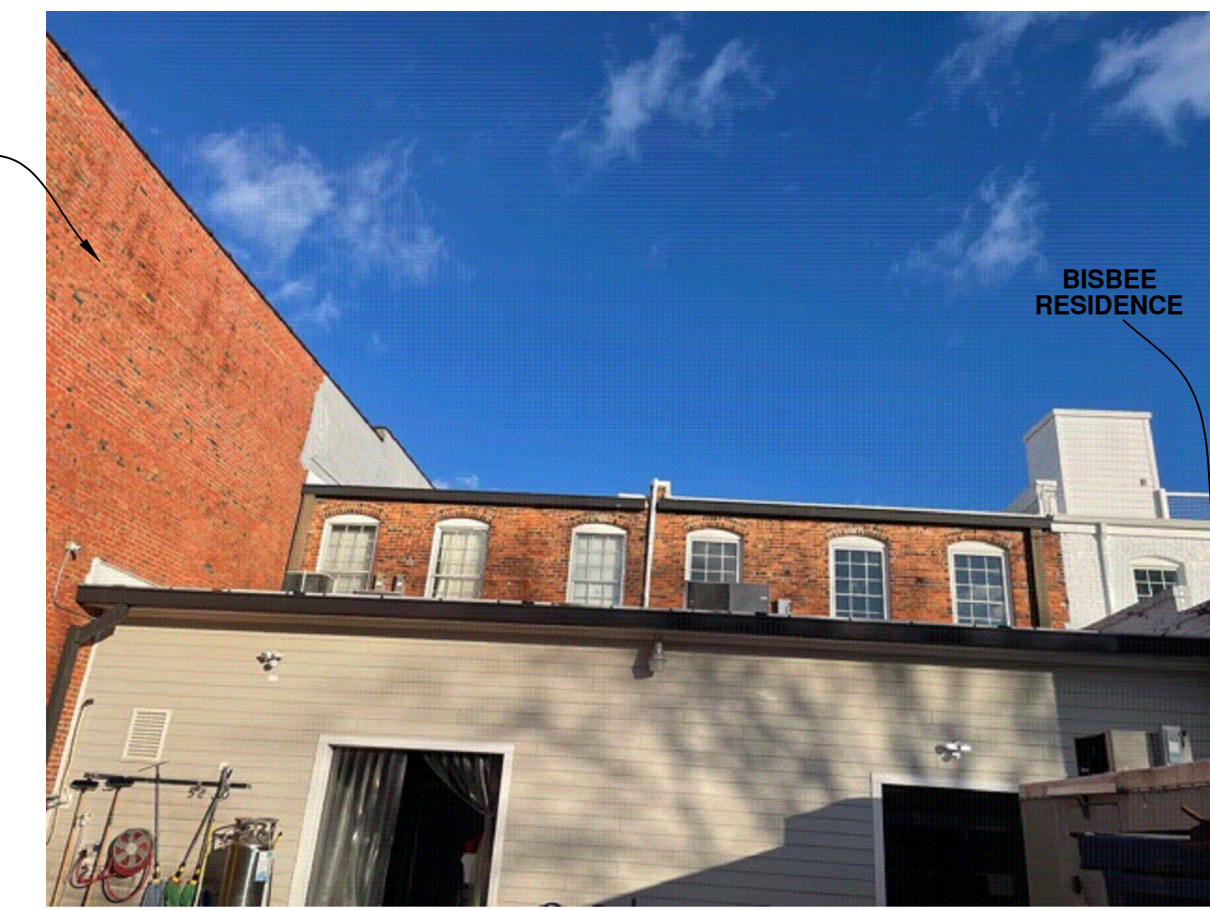




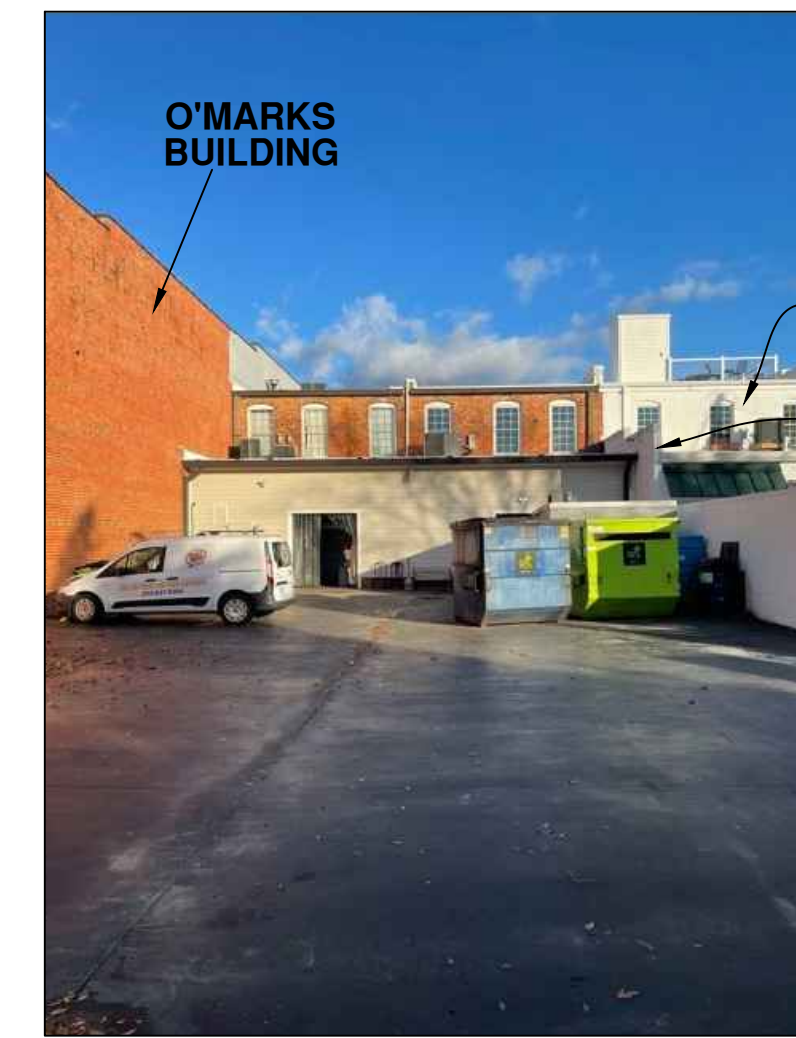
PROPOSED REAR ELEVATION  
SCALE-1/4"=1'-0"



EXISTING 1st FLOOR PLAN  
SCALE-1/4"=1'-0"



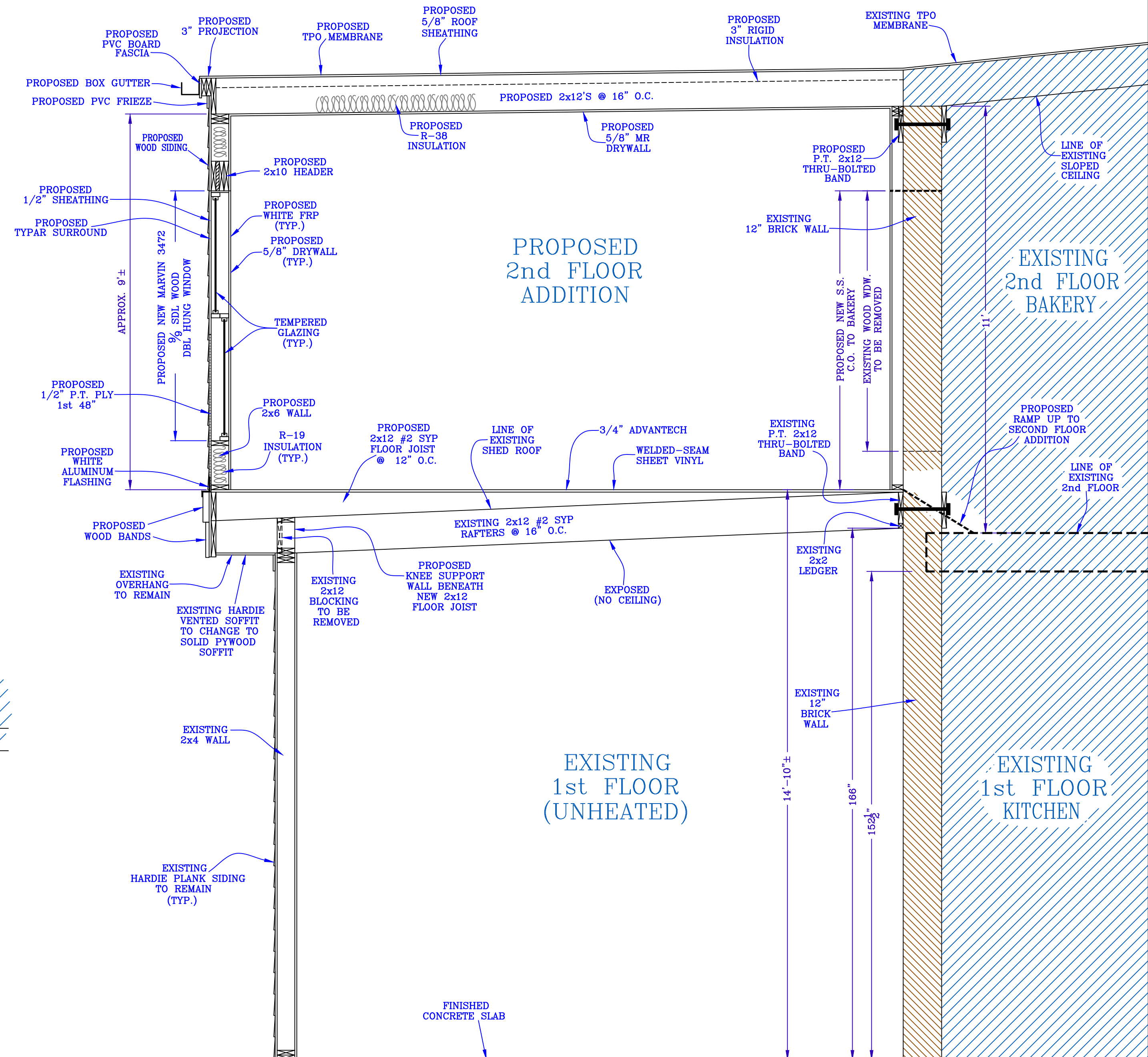
O'MARKS BUILDING



O'MARKS BUILDING

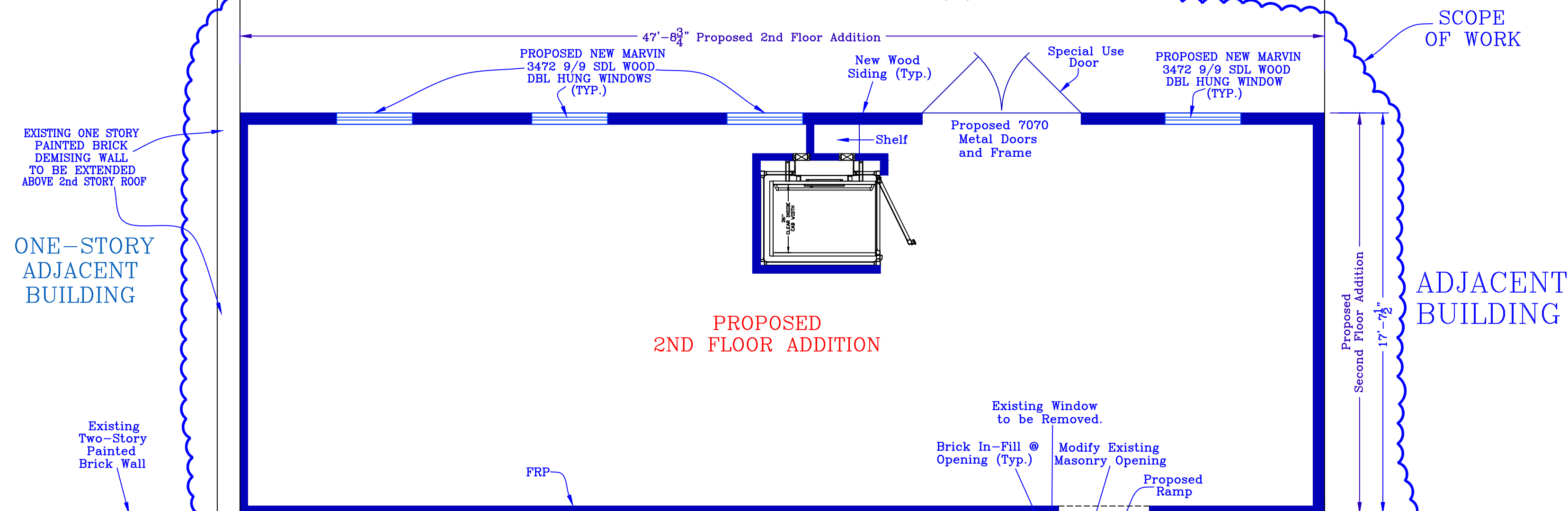
BISBEE RESIDENCE

EXISTING BRICK DEMISING WALL TO BE EXTENDED ABOVE EXISTING ROOF LINE



CROSS SECTION "A-A"  
SCALE-1/2"=1'-0"



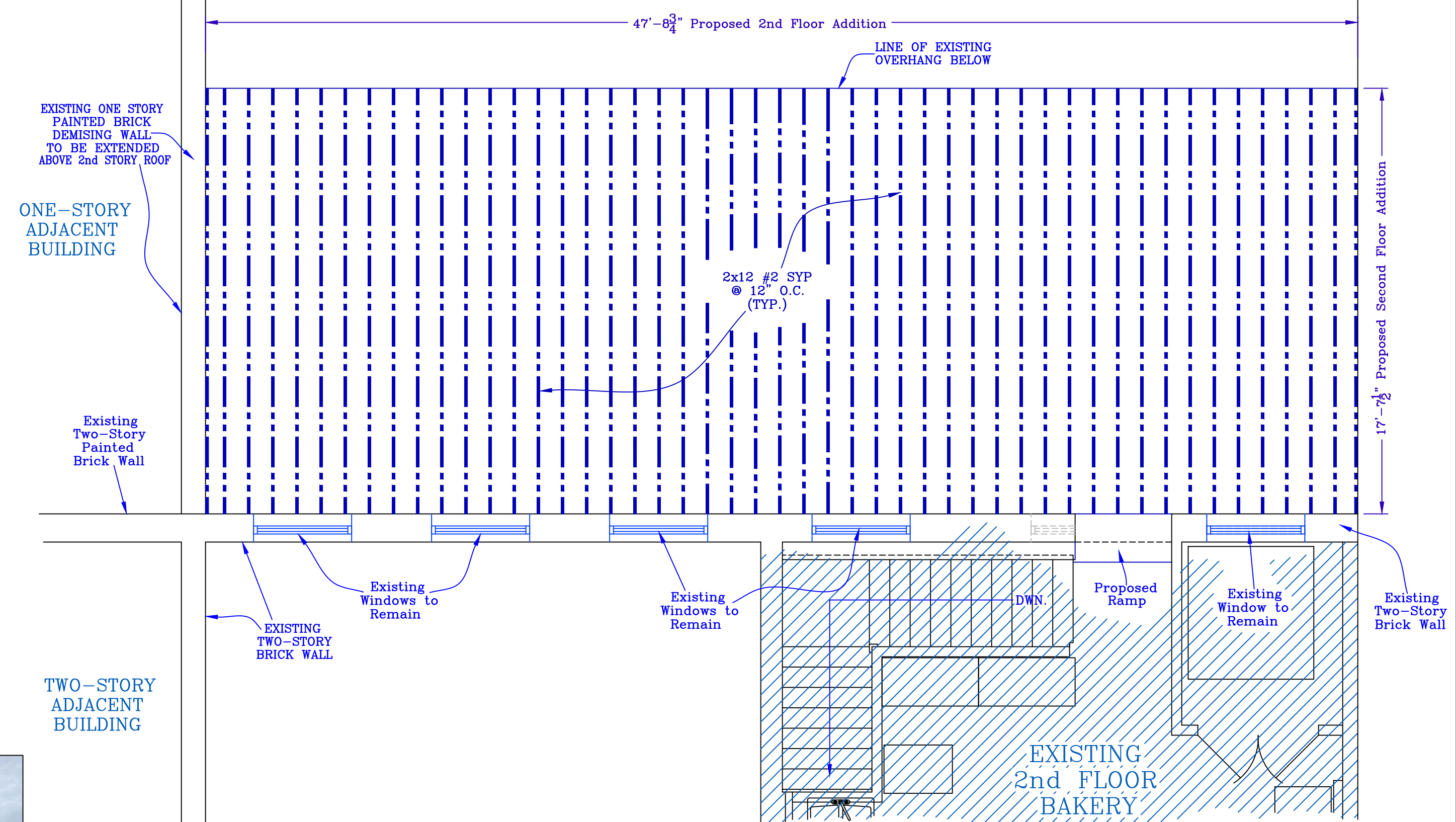


TWO-STORY ADJACENT BUILDING

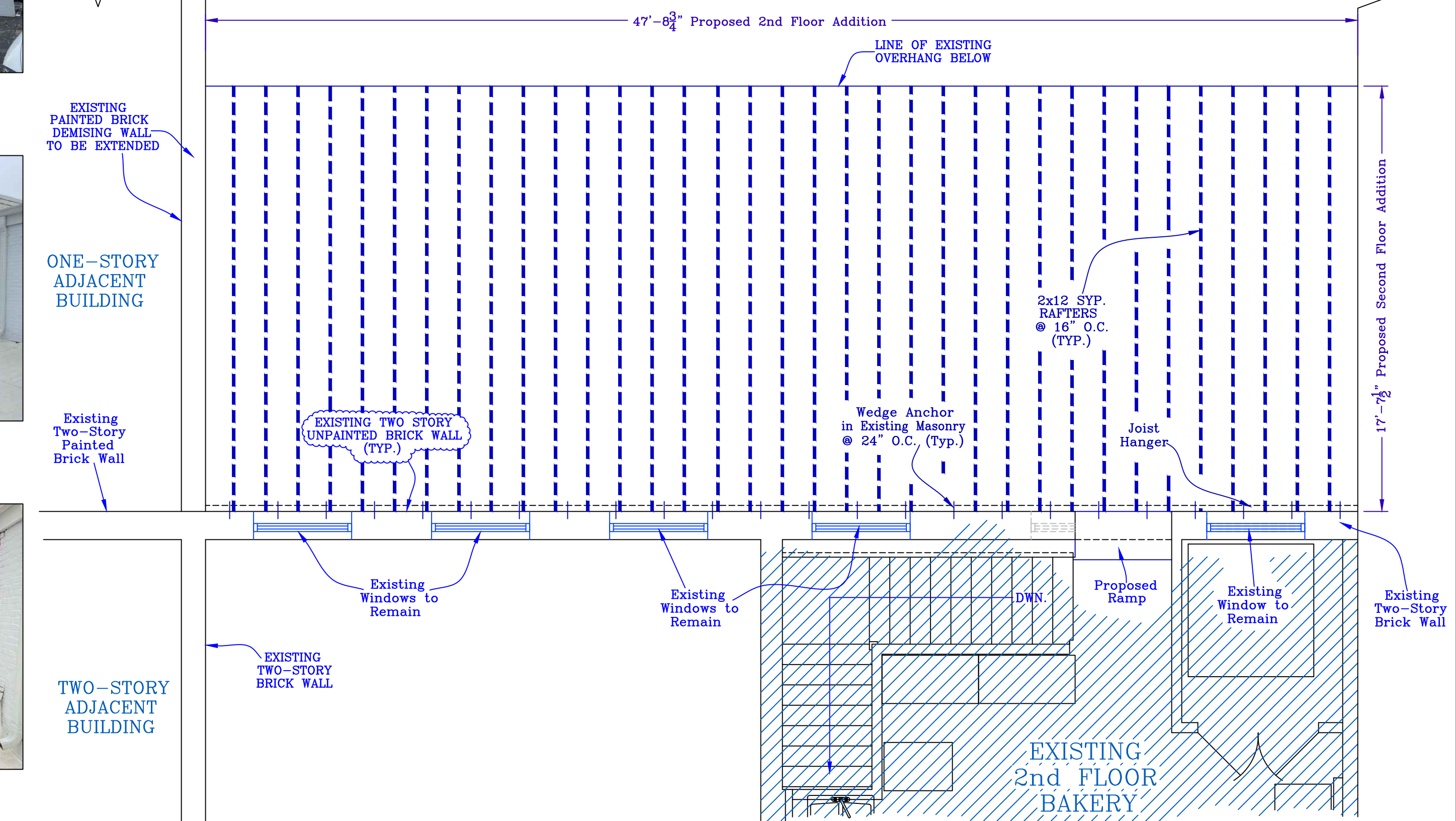
PROPOSED SECOND FLOOR PLAN  
SCALE-1/4"=1'-0"

LEGEND

- NEW WALLS TO BE FRAMED
- EXISTING BRICK WALLS
- EXISTING WOOD FRAMED WALLS
- LARGE HATCHED AREAS ARE EXISTING



PROPOSED FLOOR FRAMING PLAN  
SCALE-1/4"=1'-0"



PROPOSED ROOF FRAMING PLAN  
SCALE-1/4"=1'-0"



SCALE: 1/4"=1'-0" DATE: 2-9-2021 DRAWN BY: T.E.CREDIE  
BAKER'S KITCHEN  
2ND FLOOR ADDITION  
227 MIDDLE STREET NEW BERN, N.C.  
DRAWING NUMBER









## Zoning and Inspections Review of

### Application for Certificate of Appropriateness for Alterations in Historic District

Initial review of applications for certificates of appropriateness by the Zoning Administrator and Chief Building Inspector is intended to provide the applicant and Historic Preservation Commission with information related to compliance with local land use ordinance and building code. It does not represent a formal approval of a permit by any party and does not bind the decisions of Commission.

**Application Address and Description:** 227 Middle St. – to include a second-floor addition in the Tertiary AVC.

**Zoning Administrator** please review the application and fill out all applicable items

Zoning District: C-1

Required Setbacks (primary structure): Front average Side 0 ft Rear 6 ft

Accessory Setbacks: From Nearest Structure 8 ft Side 3 ft Rear 3 ft

Maximum Lot Coverage for proposed use: N/A

Maximum Height of Structure: 60 ft +

Required Site Improvements: Landscaping N/A Buffer N/A Parking

Other requirements:

I have reviewed the application for proposed alterations to this property and have determined that it Meets ☒ Does Not Meet \_\_\_\_\_ the requirements of the Land Use Ordinance.

Comments:

Zoning Administrator

*[Signature]* 2/12/21

**Chief Building Inspector** please review the application and include any comments below

The proposed project Will ☒ Will Not \_\_\_\_\_ require a building permit(s).

Comments:

Chief Building Inspector

*[Signature]* 2/12/21

## **Certificate of Appropriateness Findings & Recommendations**

HPC Meeting February 17, 2021

**Applicant:** Budbeck, LLC  
**Applicant Address:** 329-A Middle St., New Bern, NC 28560  
**Project Address:** (225-)227 Middle St., New Bern, NC

**(225-)227 Middle St.** – to include a second-floor addition in the Tertiary AVC.

### **NR Inventory (2003) Information**

**Historic Property Name:** Marks Building, built 1927

**Status:**      **Contributing:** X      **Non-contributing:**      **Vacant Lot:**

**Description:** Two stories; brick and stone; two storefronts at first level; eight sash windows at second level set off by quoins; stone panels above continuous window hood; peaked and perforated parapet.

**Sandbeck Description** (1988): “This two-story brick ... building exhibits some of the only Art Moderne or early Art Deco detailing found in downtown New Bern. ...” [No reference to the rear façade.]

**Staff submits the following Historic District Guidelines as appropriate to this application:**

#### **Guidelines for Utilities**

- 2.3.1 Locate equipment in Secondary and Tertiary AVCs and screen items from public view with vegetation, fencing and similar site constructions. It is recommended that utilities be consolidated in common locations.
- 2.3.2 Paint equipment and exposed utilities to compliment mounting surfaces and reduce their visibility.

#### **Guidelines for Design Principles**

- 3.1.1 Consider the scale, mass and proportion inherent to the surrounding historic development pattern, and design modifications that incorporate these characteristics. Use basic shapes and forms that are common to the historic districts.
- 3.1.2 Windows, doors and openings shall be compatible in proportion, shape, location, size and quantity with those on surrounding historic structures. Avoid large expanses of blank walls. Establish bays, visually subdivide facades and delineate building elevations to create form and rhythm.
- 3.1.5 Avoid creating a false sense of historical development. It is not appropriate to apply historic architectural styles to infill construction. Creative interpretation of traditional detailing and ornamentation is encouraged.

#### **Modifications**

- 3.2.2 Modifications to a structure should not conceal, damage, or remove significant design components or architectural features.

#### **Guidelines for Additions**

- 3.3.1 Locate additions in a Secondary or Tertiary AVC to minimize the impact on primary, character defining elevations. Limit the footprint of additions to maintain private open spaces.
- 3.3.2 Use roof forms and pitches that are similar to those found on the primary structure. Delineate the addition from the plane of the primary structure by creating slight offsets and corners.



## **Certificate of Appropriateness Findings & Recommendations**

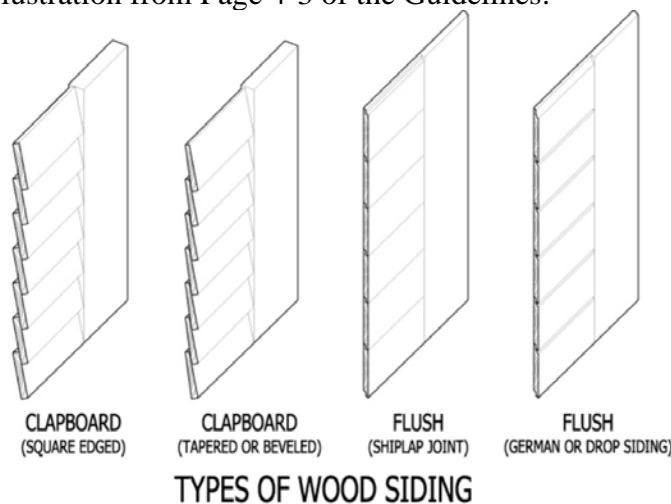
HPC Meeting February 17, 2021

- 3.3.3 Incorporate materials and details derived from the primary structure. Extend the architectural hierarchy of the primary structure to the addition. Architectural embellishments and detailing are often simplified on less visible Secondary and Tertiary AVC elevations.

### **Guidelines for Walls, Trim and Ornamentation**

- 4.2.1 Adhere to Guidelines for retention of historic fabric when altering wall components.
- 4.2.4 Incorporate wood trims and articulate masonry appropriately for the application.
- 4.2.5 Primary structures are generally more ornate and detailed. Accessory structures are generally subordinate to the primary structure and have minimal ornamentation, if any, and simplified details.

Illustration from Page 4-3 of the Guidelines:



### **Guidelines for Windows, Doors and Openings**

- 4.3.1 Adhere to Guidelines for retention of historic fabric when altering window, door and opening components.
- 4.3.2 Add window and door openings in Secondary or Tertiary AVCs in locations that do not diminish the original design. In general, openings shall have a vertical orientation or be square.
- 4.3.3 Glazing should have true divided light muntins, or three-dimensional grilles affixed to both the interior and exterior of the glass. Provide shadow bars between insulated glass panes.

### **Guidelines for Roofs**

- 4.5.1 Adhere to Guidelines for retention of historic fabric when altering roof components.
- 4.5.3 Retain rooftop architectural features such as chimneys, dormers, towers, cupolas, cresting, finials, parapet walls, and decorative roof patterns and colors.
- 4.5.6 Locate rooftop appurtenances such as ventilators, antennae, satellite dishes, mechanical equipment and similar items in a manner that is not visible from the public right of way.

### **Guidelines for Masonry**

- 5.1.1 Adhere to Guidelines for retention of historic fabric when altering masonry materials.

## **Certificate of Appropriateness Findings & Recommendations**

HPC Meeting February 17, 2021

- 5.1.2 Match the masonry bond, or pattern, of masonry materials found in adjoining work. In general, new material should be the same size, color, and texture of that existing.
- 5.1.3 The size, color, texture and bond, or pattern, of masonry and mortar creates the intended finished appearance. It is not appropriate to paint masonry that has not been previously painted.
- 5.1.4 Select mortar with appropriate strength properties for masonry units involved. A commonly used mix for softer, historic masonry is one-part portland cement, two parts hydrated lime and nine parts sand.
- 5.1.5 Provide a veneer of brick, stucco, or other appropriate material over concrete masonry units. Architectural concrete masonry units such as rusticated, split face or similar types may be substituted for stone masonry construction.
- ~~5.1.6 It is not appropriate to use water repellants or sealers on masonry because these treatments often trap moisture and accelerate spalling.~~

### **Wood**

- 5.2.1 Adhere to Preservation Guidelines for retention of historic fabric when altering wood materials.
- 5.2.2 Construct wood assemblies similar to that found in adjoining work. In general, new material should be the same dimension and shape of that existing.

### **Metals**

- 5.3.2 Use metal fabrications found in adjoining work. In general, new material should be the same dimension, shape, and alloy of that existing.
- 5.3.4 Provide aluminum fabrications with welded joints or blind, mechanical connections having concealed fasteners.

**Statements of Reason**, based on the information contained in the application, in Staff's judgment are:

- 1. The primary structure is a contributing resource in the district;
- 2. The project is within the Tertiary AVC;
- 3. With reservations about the wood siding ~~and painted brick~~, the proposed design, components, and the rest of the materials meet the requirements of the Guidelines;
- 4. The Zoning Administrator and the Chief Building Official have reviewed this project and commented accordingly;
- 5. The project is not incongruous with the Guidelines.

### **MOTION**

**Staff recommends the Commission approve this application to include a second-floor addition in the Tertiary AVC, with the condition that:**

- 1) the wood siding be specified as a type illustrated in the Guidelines. and**
- ~~2) the new brick will not be painted.~~**