



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: May 12, 2021
RE: Regular Meeting, **5:30 PM, Wednesday, May 19, 2021**, in the **Development Services Conference Room, 303 First 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. Presentation of Certificate of Appreciation; Introduction of New Commissioner
3. Approval of Minutes of Previous Meeting(s)
4. Hearings on Certificates of Appropriateness:
 - A. **Hearings: Introduction, Swearing-In, Summary of Process**
 - Introduction of Hearings and Rules of Procedure
 - Swearing-In of Speakers
 - Summary of the Hearing Process
 - Applications:**
 - B. **311 Bern St.** – to include the installation of new, wood window blinds and new, wood, 4-foot-high fencing in the Primary AVC. [applicant via Teams]
 - C. **809 Broad St.** (Country Biscuit) – to include new masonry veneer below windows in the Primary and Secondary AVCs.
 - D. **402 Dunn St.** – to include the installation of a new shed in the Secondary and Tertiary AVCs. This is an after-the-fact application.
 - E. **508 Johnson St.** – to include replacing rear porch steps with wood landing, steps, and railing, removing a portion of screening and all vinyl ceiling on the upper porch, adding new screening and screen doors on both the lower and upper porches in the Tertiary AVC.
 - F. **509 Broad St.** – to include a new accessibility ramp to the front entrance in the Primary and Secondary AVCs.
 - G. **808 E. Front St.** – to include the following changes to the approved CoA in all of the AVCs: change the foundation to a solid brick foundation with flood vents, add a third floor

front balcony, increase the height of the side walls, remove the roof dormers, change single columns at the rear porches to triple columns.

**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. **221 E. Front St.** – update on this Demolition by Neglect case
 - B. **104 Johnson St.** – update on this Demolition by Neglect case
5. General Public Comments
6. New Business: None
7. HPC Administrator’s Report
 - A. **Report on CoAs Issued 4/14/2021 – 5/10/2021**
MAJORS and AMENDMENTS:
 - 308 Metcalf St. – many various modifications in all AVCs
 - 611 E. Front St. – new roofed wood trellis in the Tertiary AVC
 - 617 E. Front St. – remove rear stoop and roof, construct a new screened porch, brick outdoor kitchen, brick patio paving, and a wood outdoor shower enclosure, in the Secondary and Tertiary AVCs
 - 802 E. Front St. – new 2½ story infill house
 - 811 E. Front St. – amendment to COA to change metal roofing to composite shinglesMINORS:
 - 602 Middle St. – parking paving expansion
 - 221 E Front St. – tree replacements
 - 508 Johnson St. – tree replacement
 - 601 Hancock St. – drainage slot
 - 717 Pollock St. – garage door replacement
 - 317 Pollock St. – sign
 - 901 Broad St. – HVAC unit on roof
 - B. **Report on CoA Extensions Issued since the Prior Regular Meeting: None**
 - C. **Other Items and Updates**
8. Commissioners’ Comments
9. Adjourn