



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:** July 13, 2021  
**RE:** Regular Meeting, **5:30 PM, Wednesday, July 21, 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. Presentation of Certificate of Appreciation (Brake)
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. 211 Pollock St. – to include construction of terrace lined by 4-foot-high brick garden walls in the Primary AVC.
  - C. 221 S. Front St. (Harvey Mansion) – to include the restoration of two chimneys, the removal of two modern balconies, the addition of 4 new balconies, and the reconfiguration of doors and windows for the balcony changes, all in the Tertiary AVC.
  - D. 809 E. Front St. – to include the construction of a new infill house on a vacant parcel.

*\*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).*
5. Old Business (non-hearing items tabled or continued from a previous meeting): None
6. General Public Comments
7. New Business: None

8. HPC Administrator's Report

A. Report on CoAs Issued 6/8/2021 – 7/12/2021

MAJORS and AMENDMENTS:

211 Johnson St. – amendment to elevate historic kitchen in Tertiary AVC

304 Queen St – amendment for bracket detail and open side to carport in all AVCs

808 E. Front St. – amendment for building height, rear columns, bracket details in all AVCs

MINORS:

203 S. front St. – amendment for sign revision

206 Craven St. – new sign

310 Hancock St ROW – tree replacement

320 Pollock St – tree replacement

400 Johnson St ROW – tree replacement

509 Broad St. – front doors restoration

514 Metcalf St. – new mechanical unit

524 E. Front St. – new driveway gate

531 Queen St. – new shed

531 Queen St. – tree replacement

610 Metcalf St. – CoA amended

711 E. Front St. – new metal fencing

901 Broad St. – new mechanical unit

1206 National Ave. – reroofing metal to asphalt shingles

711 E. Front St. – new fencing

B. Report on CoA Extensions Issued since the Prior Regular Meeting: None

C. Other Items and Updates

9. Commissioners' Comments

10. Adjourn