



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: October 4, 2021
RE: Design Review Meeting, 5:30 PM, Wednesday, October 6, 2021, in the Development Services Conference Room, 303 First St.

DESIGN REVIEW AGENDA – 5:30 PM

- I. **Welcome to and Introduction of New HPC Members** (Blackwelder, Sullivan)
- II. **Informal Design Review** – Discussions with potential applicants prior to submitting a formal application. Potential applicants may show up with nothing more than a verbal description, however photos and other information are more helpful.
 - A. **300 Pollock St.** (City Hall) – elevator and stairway addition
 - B. (need to confirm) **715 E. Front St.** – new house and reuse of existing historic house
- III. **Application Design Review** - Consider certificate of appropriateness applications for proposed major exterior alterations:
 - A. **302 Broad St. (Courthouse)** – water repellent for brickwork
 - B. **504 S. Front St.** – fencing, landscaping, and stage
 - C. **404 Avenue C** – addition, window replacements, roofing replacement
 - D. **720 Pollock St.** - new windows
 - E. **407 Avenue D** – new shed
 - F. **810 E. Front St.** – new infill house
 - G. **400 S. Front St.** – replacement windows
 - H. **748, 750, 752 E. Front St.** – new bulkhead railing
- IV. **Informal Board Discussion Items** -
 - A. **Fencing height guidelines** – discussion with City Attorney
 - B. **Prevention of Demolition by Neglect Work Group** – report
 - C. **Guidelines Updates Work Group** – report

D. Historic Property Owners Support (HiP Owners Support) Work Group – report

E. Preservation Awards Work Group – report

V. Project Follow-Ups, Updates, and Questions

A. CoAs denied – None

B. CoAs issued, amendment in September

MAJORS:

227 E. Front St. – building elevation

221 S. Front St. amendment - windows

MINORS:

100 Block Craven St. – electric vehicle charging station

209 Hancock St. – driveway (later today)

218 Change St. – rear porch roof addition – contact neighbors (later today)

225 C. Broad St. ROW – tree replacement

301 Johnson St. ROW – tree replacement

309 Johnson St. ROW – tree replacement

313 George St. - reroofing

506 Johnson St. – gutters and downspouts

520 Craven St. ROW – tree replacement

520 Metcalf St. – tree replacement

C. Resiliency Plan: report on latest meeting; list of specific Heritage action items

VI. Enforcements - Old and New since last DR meeting

A. Ongoing, Formal:

215 Pollock St. – modern metal roofing – City Attorney pausing for owner to sue contractor

221 E. Front St. – long-time DBN case – “221 Team” mtg. with owner 6/11, site visit 6/15

B. Preliminary, Informal:

214 Pollock ROW – replacement tree – reminded Horton

311 Hancock St. – repointing w/o CoA - inspection and photos, discussion with contractor in 2020

319-323 Middle St. – painting previously unpainted brick – discussed with HPC; no new action since late 2020

711 Pollock St. – paint removal – no new action since early 2020; met with owner

819 N. Craven St. - new fencing w/o CoA - waiting for email that Morgan approved fencing as R-i-K.

C. Remaining to begin contact/enforcement:

306 Metcalf St. – new gate w/o CoA

408 Avenue A – reroofing w/o CoA or consent as RiK; repaving driveway apron

411 Johnson St. – incorrect standing seam metal roof (w/ or w/o a CoA?)

508 C St. – porch revision w/o CoA

509 Craven – follow up on 2018 violation, porch columns

510 C St. – shed w/o CoA

511 Middle St. – fence w/o CoA

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

601 Broad St. – reroofing w/o CoA or consent as RiK

605 Hancock St. – mech unit w/o CoA for screening
624 E. Front St. – installation of fencing not according to CoA or Guidelines
702 E. Front St. – landscaping required as condition of CoA not yet installed
707 Craven St. – post removed w/o CoA
715 Craven St. – new shed w/o CoA
809 N. Craven St. – replacement of siding and window trim w/o consent or CoA; owner to contact HPA
812 Queen St. – building demolition w/o CoA
813 N. Cool Ave. – mech unit needs screening, porch expansion w/o CoA
911 Broad St. – porch revision w/o CoA
1117 N. Craven St. – installation of driveway and tree removal w/o COA; met with owner

VII. Staff and Board:

A. Training: SHPO Video – TBD – flooding topic

VIII. Requests by Commission Members for Future Work Session Items

IX. Adjourn