



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: November 10, 2021
RE: Regular Meeting, **5:30 PM, Wednesday, November 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. **302 Broad St.** – to include application of a masonry water repellant in all AVCs.
 - C. **810 E. Front St.** – to include a new infill house on a vacant parcel.
 - D. **300 Pollock St.** (City Hall) – to include a 3-story addition, removal of a portion of an exterior fire escape stairway, flag poles, historical marker, and memorial sculpture, and replacing plants, all in the Secondary AVC.
 - E. **111 Pollock St.** – to include a concrete and brick masonry porch addition with concrete slab floor; painted wood columns, stairs, and rails; and standing seam metal roofing in the Secondary AVC.
 - F. **404 Avenue C** – to include: demolition of the rear 1-story addition, garage, front porch, and side porch; and construction of a new 2-story addition, front and side porch replacements, new workshop, reroofing the entire house with standing seam metal, new driveway, new patio, replacement walkways, and new plantings, in all AVCs.

****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 St.).***

5. Old Business (non-hearing items tabled or continued from a previous meeting): none
6. General Public Comments
7. New Business:
 - A. **CoA Extension:** 720 E. Front St. – extension to November 20, 2022.
 - B. **Trent Court Task Team:** assign team members
 - C. **Establish deadline for Design Review Meeting application items**
8. HPC Administrator's Report
 - A. Report on CoAs Issued 10/12/2021 – 11/10/2021
MAJORS and AMENDMENTS:
 1. 407 Avenue D – to include a new shed in the Tertiary AVC.MINORS:
 1. 207 Hancock St. – portion paved driveway
 2. 311 Hancock – chiller, fencing, shrubs
 3. 403 Avenue C – driveway
 4. 405 Avenue A – repointing, trim, lintels
 5. 504 S. Front St. – walkway, hvac
 6. 711 E. Front St. – driveway
 7. 750 E. Front St. – bulkhead railing
 - B. Report on CoA Extensions Issued since the Prior Regular Meeting
None
 - C. Other Items and Updates
9. Commissioners' Comments
10. 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

I. Applicant/Owner Information:			
Property Address (Include year built, if known):			
Property Owner Name(s):	Owner Mailing Address:	Phone #s:	Email:
Applicant Name (if different):	Applicant Mailing Address:	Phone #s:	Email:

II. Project Information: <i>(See “CoA Instructions” & “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)
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: (only need the guideline numbers):
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).
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
- ☐ 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.

Zach Chenoweth

Signature of Applicant/Owner

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.

Matthew Schelly

From: Wood, John <john.p.wood@ncdcr.gov>
Sent: Monday, July 12, 2021 4:01 PM
To: Zach Chenoweth
Cc: Matthew Schelly; Tripp Eure III AIA, NCARB (eure@mbfarchitects.com); Wood, John
Subject: Water-repellent Coating Application: Craven County Courthouse, New Bern, Craven Co.
Attachments: 01Preserve-Brief-Cleaning.pdf

Good afternoon Zach,

Hope all is well in New Bern. I wanted to follow up with you on regarding the upcoming masonry repair project at the Craven County Courthouse. In regard to our on-site meeting at the courthouse, I thought that the repointing sample prepared by Wayne Thompson looked good. I look forward to seeing the results of the mortar analysis and getting Wayne underway on the repointing work.

Since our meeting, I have had the opportunity to review the product information and specifications for the WaterTite Masonry Water Repellent that was discussed at the meeting, a product that I was not familiar with until our meeting. As I indicated in my October 6, 2020, email, the application of water repellent coatings and sealers, even those that are marketed as being “breathable” or “vapor permeable” is not recommended for historic masonry.

These products can prevent the moisture that forms within or penetrates masonry walls from escaping resulting in the creation of efflorescence on the surface of the masonry, damage to interior finishes and adjacent wood framing, and the deterioration of the bricks and mortar overtime. In addition, these products are not reversible and may change the historic appearance of the masonry.

In many instances where the application of masonry sealers is desired, the owner is in-reality attempting to treat the symptoms of a moisture problem and not the root cause of the problem. Oftentimes moisture issues in masonry buildings are the result of roof and or flashing leaks; faulty gutter systems; deteriorated mortar joints; deteriorated caulking joints at window and door openings; deteriorated window glazing; ground water issues/rising damp; operating air conditioning and heating systems too high and over cooling or heating a building; and inadequate dehumidification. A common issue is condensation inside the masonry walls (interior surfaces and/or inside the wall itself) from AC and Heat coupled with hot/cold exterior walls. This is particularly problematic for older masonry units during the summer.

The application of masonry sealers will not address these issues and in many cases will exacerbate the moisture problem(s). Any water repellent coating - even a conservation-type (reasonably vapor permeable) will to some degree reduce the vapor permeability of the masonry surface. If mortar and caulking joints are sound; roof coverings, flashing, and gutter systems have been installed properly and are not damaged; ground water issues have been addressed; and building systems are correctly operated then water penetration should not be an issue.

Here in the east, a condition known as Rising Damp where moisture is wicked up into masonry walls is common. Ideally the moisture rises to a certain level and then evaporates from the walls. We have seen several instances where the application of masonry sealers has resulted in the rising damp moisture being forced further up into the building due to the natural breathability of the masonry being reduced by the sealer. This subsequently resulted in the deterioration of historic plaster and the decay of wooden structural systems, as well as increased mold issues. Another concern related to ground water issues is the adverse impact that masonry sealers can have on the proper drying of masonry building that are subject to flooding.

Masonry coatings tend to deteriorate within five to ten years and most manufacturers have a recommended schedule for reapplication of water repellents. There is some concern raised by stone conservators at Historic Scotland that as a repellent begins to break down, moisture can enter (in weathered areas) and become trapped in areas where the repellent is still in fair/sound condition.

An additional concern with masonry sealers and water repellants is the effect that these products can have on newly-completed masonry repairs. Traditional lime-based mortars take a long time to fully cure. Application of such products before the repointing mortar has fully cured may affect proper curing and the later performance/longevity of the mortar.

There may be some instances when a water-repellent coating would be considered appropriate to use on a historic masonry building. In these instances, such products should only be applied in selected areas and never applied to the entire exterior of the building. The evaluation of the need for and appropriateness of a water-repellent coating should be made by an architectural conservator.

I recommend that the application of a water-repellent coating not be undertaken and should be eliminated from the project scope of work. The masonry repointing portion of the project should be undertaken. Following the completion of the masonry repair work, the building should be closely monitored for the next six-to-twelve months for moisture intrusion and to evaluate if the repair work has solved the moisture problem(s). In some instances, it can take nearly a year for a building to properly dry. If after that time moisture issues persist, a close examination of window sills and openings; gutter and drainage systems; and climate control systems should be undertaken in order to determine if any of these elements are the source of the moisture.

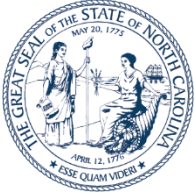
For your information, I have attached a copy of NPS *Preservation Brief 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings*. This preservation brief contains a section in which water-repellant coatings and masonry sealers are discussed.

Again, we do not recommend the application of a water-repellent coating to historic masonry surfaces. We recommend a systematic approach to determining the cause of moisture issues and a measured approach for the treatment of moisture issues. Avoiding the use of unnecessary masonry coatings will save money, effort, and will keep from undertaking a detrimental treatment to the building. I look forward to continuing to work with you on the courthouse project and successfully addressing the moisture issues there.

Please do not hesitate to contact me if you have any questions or require additional information.

Regards,

John



John P. Wood

Preservation/Restoration Specialist
NC State Historic Preservation Office
NC Dept. of Natural and Cultural Resources
Phone: (252) 830-6580, extension 225
john.p.wood@ncdcr.gov

117 West Fifth Street | Greenville, North Carolina 27858

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And don't forget your Ws! Wear. Wait. Wash.

WEAR a face covering.

WAIT 6 feet apart from other people.

WASH your hands often.

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*Facilities Director
Steven A. Creel*



*Asst. Facilities Director
Zach Chenoweth*

August 31, 2021

City of New Bern, Development Services Department
Historic Preservation Administrator
303 First Street
New Bern, NC 28560

Dear Mr. Schelley:

We request the reconsideration to allow the WeatherTite masonry repellant to be applied as part of the Masonry restoration project on the Craven County Courthouse in New Bern, NC. In addition to the complete repair of the brick veneer mortar joints, we feel the condition of the aged brick warrants the application of the recommended repellant to help decrease the level of moisture intrusion through the existing masonry walls. The interior face of the existing perimeter walls has been deteriorating for many years. It has reached a critical point of repair to maintain the ongoing operation of court functions in this facility. Craven County and our team feel the masonry restoration alone will not be sufficient to provide an adequate barrier to prevent moisture from reaching the interior plaster finishes.

We are requesting the use of the repellant product based on the precedent of product use on other Historic Buildings on the National Register.

The WeatherTite repellent was applied after the masonry restoration on the Hill Hall Building on the University of North Carolina campus in Chapel Hill. The Listing of the Facility is on Page 14 of the register.

Use the following link to access the document. <https://npgallery.nps.gov/NRHP/GetAsset/856c64cc-7712-40c8-9e0e-0e18f72a17b4>

The recommended water repellent (WeatherTite) was applied to the 1907 brick at Hill Hall as proposed for use at the Craven County Courthouse and did not experience any visible color or texture change of the historic brick. The use of a vapor-permeable water repellent (with a sample application required) was a part of the exterior restoration design. It was reviewed/approved by NCSHPO as part of the design. State Construction Monitor was Ross Wood - ross.wood@doa.nc.gov. The Work was performed 2016-2017.

Sincerely,

Zach Chenoweth
Craven County Assistant Facilities Director

Matthew Schelly

From: Wood, John <john.p.wood@ncdcr.gov>
Sent: Wednesday, October 20, 2021 11:32 AM
To: Matthew Schelly
Cc: Wood, John
Subject: RE: [External] 302 Broad St. (Courthouse) water repellent follow-up
Attachments: image006.wmz

Hi Matt,

Large masonry buildings can take an amazingly long time to dry out (especially as you noted with latex paint preventing or slowing the drying process) . A phased approach is recommended as I outlined in order to address the major possible causes of the moisture issues and then monitor the level of success of the treatment. Allowing time for the building to dry is key. In most instances, we have found the repairing items or altering actions or maintenance activities (such as adjusting climate control systems) as I described solves the problem. If it does not address all of the issues, the a reevaluation the problem area(s) is warranted, so no do not then go immediately to a water repellent coating. Reevaluate, repair, and then monitor again.

For example, in the building, moisture issues were seen on all floors. Given the height of the building, we can safely discount rising damp as the cause of the second-floor moisture issues. If after all treatment is done, we see no further issues on the second floor, then we can assume that gutters, roof/window leaks, deteriorated mortar joint, or climate control systems were the culprit and problem solved there. But if we continue to see that moisture issues remain at the foundation level, then we need to take a harder look at possibility rising damp, the location(s) of roof run off, the amount of impervious adjacent surfaces, adjacent grade, placement of landscaping and irrigation and plumbing systems, etc. Once we evaluate those possible causes, we correct what we believe to be the cause and monitor for an appropriate period.

In the case of rising damp, altering the location /catchment of roof run off; subsurface drains; changes in grade, landscaping and adjacent hard scape have all been used successfully to stop the problem. More intrusive solutions such as the installation of a dry course (which historically was slate) into the masonry may be needed if the other solutions are not successful in solving the problem. Use of a masonry sealer would be the worst thing to do in this instance as moisture will be driven further up the wall of the building.

Keep in mind that the moisture issues that we noted have not been a chronic problem since the building was constructed. They are only a more recent phenomenon. That being the case, then the cause must be a more recent phenomenon. Whether caused by human actions, deterioration, lack of maintenance, or environmental or climate changes, we need to treat cause of the problem that prevents its reoccurrence, while not adversely impacting the building's historic fabric and integrity. We are not addressing original in building flaws, but are addressing change in condition.

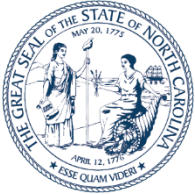
Once the monitoring has been completed, I am happy to provide the names of architectural conservators if needed. Those that I would recommend to look at rising damp issues are likely not the same as those that I would recommend for other issues. If the county feels that they would like to pay for a thorough building evaluation and conditions assessment by an architectural conservator before the commencement of any work, I can discuss that and possible consultants with them.

So to answer your and the HPC's question: What should we do when they have done all the suggestions you had in your letter and they still have a problem, then what would be your suggestion?'. Once the building has

dried, reevaluate the first-round treatments for level of success; develop and implement second-round treatments for the area where the first-round treatment was unsuccessful; implement second-round treatment; and then monitor again/evaluate level of success.

Hope this helps and please keep me posted.

John



John P. Wood

Preservation/Restoration Specialist
NC State Historic Preservation Office
NC Dept. of Natural and Cultural Resources
Phone: (252) 830-6580, extension 225
john.p.wood@ncdcr.gov

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And don't forget your Ws! Wear. Wait. Wash.

WEAR a face covering.

WAIT 6 feet apart from other people.

WASH your hands often.

From: Matthew Schelly <SchellyM@newbernnc.gov>

Sent: Tuesday, October 19, 2021 3:12 PM

To: Wood, John <john.p.wood@ncdcr.gov>

Subject: [External] 302 Broad St. (Courthouse) water repellent follow-up

CAUTION: External email. Do not click links or open attachments unless you verify. Send all suspicious email as an attachment to [Report Spam](#).

John,

I feel like a big pest lately.

At our October 6 HPC meeting we discussed the courthouse repellent, reading parts of your letter that was on the screen and telling them that you did not approve of the repellent for their project. Especially:

Since our meeting, I have had the opportunity to review the product information and specifications for the WaterTite Masonry Water Repellent ... As I indicated in my October 6, 2020, email, the application of water repellent coatings and sealers, even those that are marketed as being "breathable" or "vapor permeable" is not recommended for historic masonry.

In many instances where the application of masonry sealers is desired, the owner is in-reality attempting to treat the symptoms of a moisture problem and not the root cause of the problem. Oftentimes moisture issues in masonry buildings are the result of roof and or flashing leaks; faulty gutter systems; deteriorated mortar joints; deteriorated caulking joints at window and door openings; deteriorated window glazing; ground water issues/rising damp; operating air conditioning and heating systems too high and over cooling or heating a

building; and inadequate dehumidification. A common issue is condensation inside the masonry walls (interior surfaces and/or inside the wall itself) from AC and Heat coupled with hot/cold exterior walls. This is particularly problematic for older masonry units during the summer.

I recommend that the application of a water-repellent coating not be undertaken and should be eliminated from the project scope of work. ...

Again, we do not recommend the application of a water-repellent coating to historic masonry surfaces. We recommend a systematic approach to determining the cause of moisture issues and a measured approach for the treatment of moisture issues. ...

So, after we talked to them for a long time about: all the repairs they have done to the roofing, the gutters, the downspouts, and the caulking; the current repointing; and that they have a dehumidification system inside and have latex paint on plaster walls, we urged them to wait a few seasons, possibly over a year, until it can be determined whether the repairs and air control have solved the problem or not. Even then, that still leaves from your list of potential sources of the moisture that it could be coming from the rising damp, plus we suggested that an air control study needs to be done to verify the settings are correct.

(BTW, what can be done about rising damp? An underground perimeter drain?)

This left us with the HPC directing me to ask you: **what should we do when they have done all the suggestions you had in your letter and they still have a problem, then what would be your suggestion?**

I know your letter included "The evaluation of the need for and appropriateness of a water repellent coating should be made by an architectural conservator." If that's it, then do you have some names we can give them?

They pulled their application from the meeting tomorrow evening, but asked to be on the November 17 formal HPC meeting agenda. I have asked if they would like to be on the November 3 HPC discussion meeting, so this is not urgent, but some info may be very helpful by November 2.

Thanks,
Matt



Matthew Schelly, AICP, Reg. Arch. (CA), CZO, CFM

City Planner, Historic Preservation Administrator

City of New Bern, Development Services Department
303 First Street
New Bern, NC 28560
Office: 252-639-7583
schellym@newbernnc.gov

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Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

Applicant: Craven County/Zach Chenoweth, Assistant Facilities Director

Applicant Address: 406 Craven St., New Bern, NC

Project Address: 302 Broad St., New Bern, NC

Historic Property Name: Craven County Courthouse

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

NR Inventory Description (1988): Craven County Courthouse, 1883/1915; Second Empire style; brick; two-and-a-half stories; Sloan and Balderson of Philadelphia architects; arched windows; four-story entrance tower; Mansard slate roof.

Sandbeck Description (1988): Craven County Courthouse, 1935-1936; "... is New Bern's largest and most lavishly ornamented Second Empire-style building. Although an extensive remodeling in 1958 resulted in the removal of much of its original sash, ornamental ironwork and other period detailing, it remains the outstanding landmark on Broad Street ... Happily, the County has recently [about 1988] completed the exterior restoration of the courthouse. ... The walls of the courthouse are of careful running-bond brickwork decorated with horizontal bands of dark brick. Each [section of the facades] is distinguished by slightly projecting pilasters; the large, recessed panels between pilasters are capped by toothed and corbelled brickwork. Molded and corbelled brickwork supports the overhanging bracketed cornice. The window and door openings are capped by exceptional Eastlake-style cast-iron lintels. ... In 1915-1916, the courthouse was extended to the north with a large three-bay addition with brickwork, stone and roof details identical to those of the original structure. ..."

302 Broad St. - to include application of a masonry water repellant on the historic brick masonry in all AVCs.

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

Modifications

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

Masonry

5.1.6 It is not appropriate to use water repellants or sealers on masonry because these treatments often trap moisture and accelerate spalling.

Paint

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.

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

1. The structure is a highly valuable contributing historic resource;
2. The proposal is to apply a water repellent to all of the exterior historic brick masonry;
3. The proposal is in direct conflict with Guidelines 5.1.6 and 5.4.6, and in general conflict with Guideline 3.2.2;

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

4. The State Historic Preservation Office has reviewed the proposal and several times indicated that the application of a water repellent on the historic brick on this building is not appropriate and will cause irreparable damage to all of the brickwork.
5. The applicant has not provided verification that all recommended alternatives have failed to resolve the moisture issue;
6. The project is not congruous with the Guidelines.

MOTION

Staff recommends the Commission deny this application to include application of a masonry water repellant on the historic brick masonry in all AVCs.

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): 810 E. Front Street (new build)

Property Owner Name(s): Kent & Shari Lucas	Owner Mailing Address: 3904 Sienna Trail New Bern, NC 28560	Phone #'s: 252-514-3245	Email: sharihart1@me.com
Applicant Name (if different): GO Architectural Design, PLLC Sarah Afflerbach, AIA	Applicant Mailing Address: 1202A Pollock Street New Bern, NC 28560	Phone #'s: 252-633-0322	Email: sarah@goarchdesign.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)

Construct a new two story single family home on an empty lot. See plans and elevations for details and material choices.

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):

2.1.1, 2.1.2, 2.1.3, 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.3.1-4.3.7, 4.4.1-4.4.5,
 4.5.1-4.5.6, 4.6.1-4.6.3

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).

Hardie Board siding (smooth faced lap siding and shakes), Azek trim and railing and painted ornamental railing, brick masonry piers, open weave brick masonry infill, vinyl windows with 3D grilles inside and out, asphalt shingles and hand seamed metal roofing, concrete walk and driveway.

Continued on additional sheet or attached brochure ☒

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)

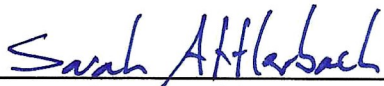
- ☒ Site plan (with annotated notes showing existing site and requested work)
- ☒ Photographs of the building and location where the proposed work will be completed
- ☒ Annotated notes or photos of materials to be used (samples may also be submitted)
- ☒ Floor plan with dimensions (for additions)
- ☒ 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.



NEW BERN
CITY OF NEW BERN

Aldermen

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

Dana E. Outlaw
Mayor

Mark A. Stephens
City Manager

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

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:

810 E. Front Street, New Bern, NC 28560

(address, city, zip code)

I hereby authorize GO Architectural Design, PLLC 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:

3904 Sienna Trail, New Bern, NC 28562

Phone 252-514-3245

Owner's Signature

Kent Lucas

Print Name

9-30-21

Date

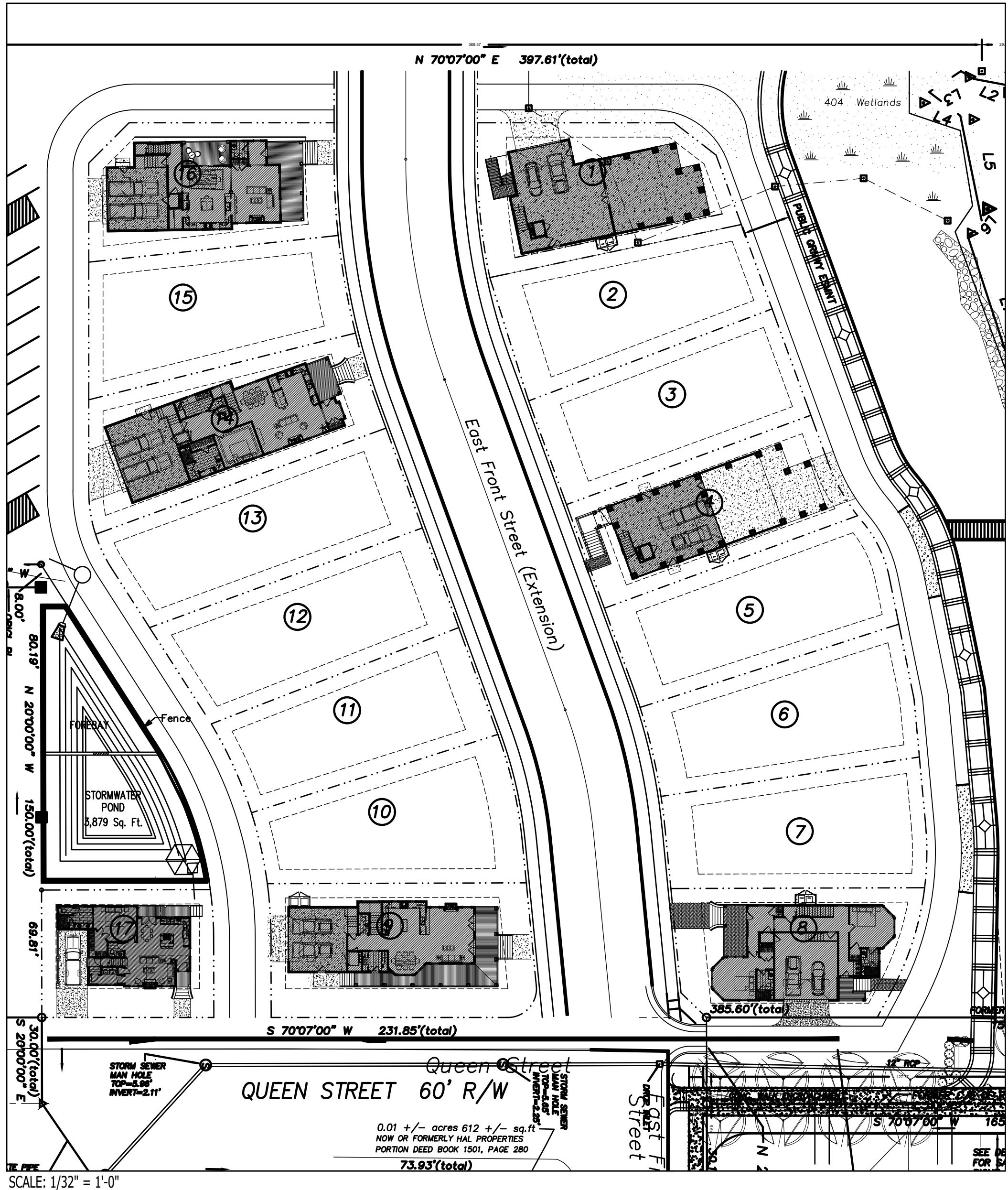
Sworn to and subscribed before me this 30 day of Sept., 2021.

Notary Public:

My commission expires: 6/29/25

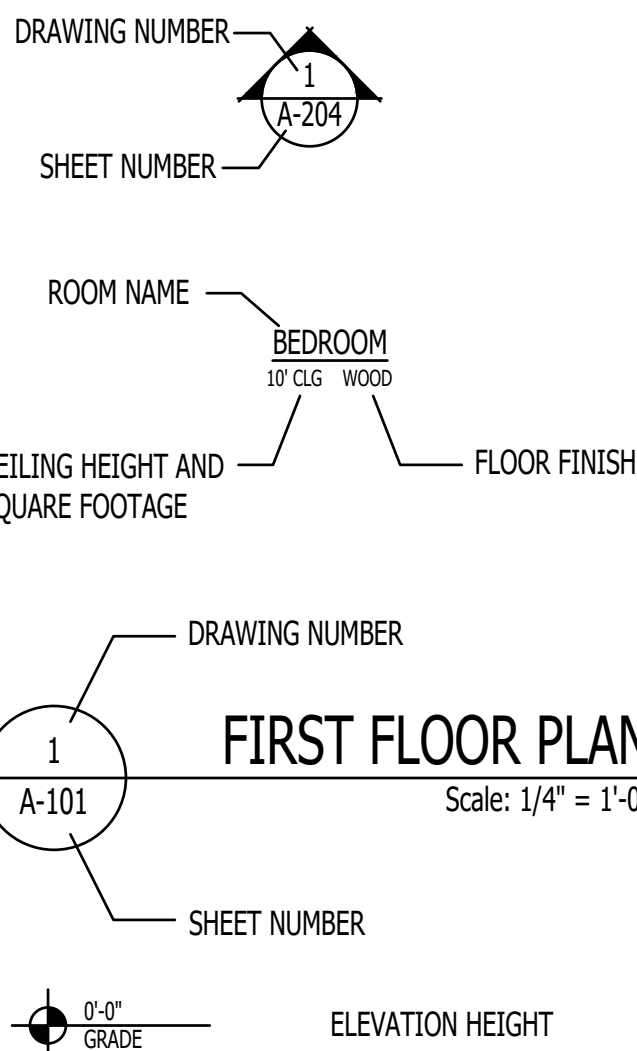
Steven K. Bell
NOTARY PUBLIC
Craven County
North Carolina
My Commission Expires June 29, 2025

LOT 04 - LUCAS CUSTOM HOME



KEYS & SYMBOLS

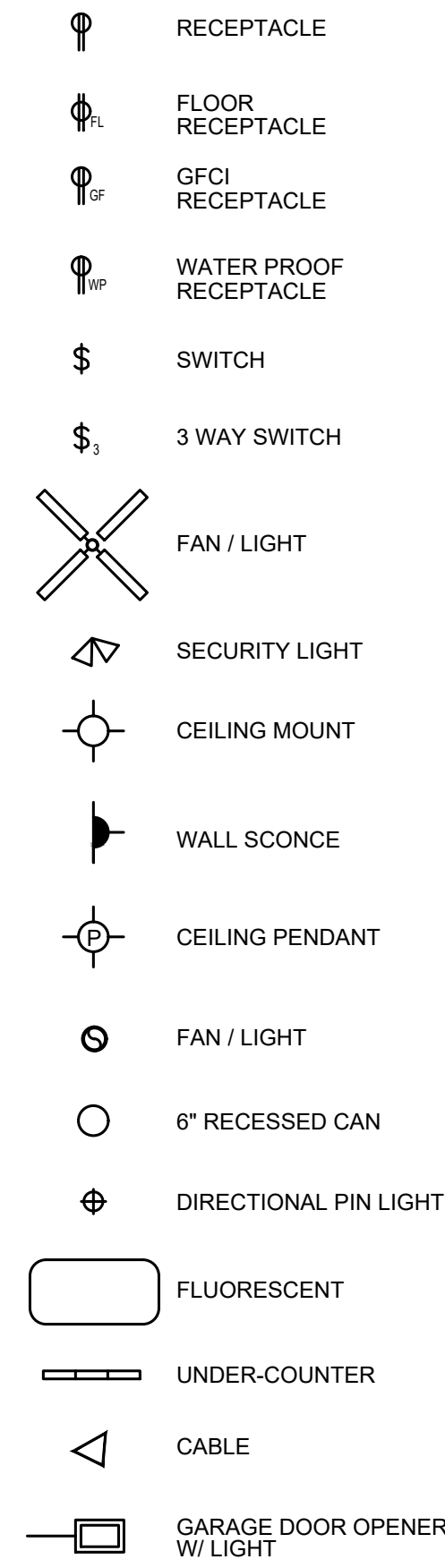
DOOR & WINDOW SIZE KEY
2'6" = 2'-6" WIDE (ASSUME STANDARD DOOR
HEIGHT OF 6'-8" UNLESS NOTED)
2060 = 2'-0" WIDE X 6'-0" HIGH



VENTILATION

GARAGE 850 SQ IN
(7) 8" X 16" VENTS
ROOF 1421 SQ IN

ELECTRICAL ELEGEND



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 ELEVATIONS
A-202 ELEVATIONS
A-203 ELEVATIONS
A-204 STREET SCAPE

GROSS SQUARE FOOTAGE

HEATED / COOLED

SECOND FLOOR PLAN 1,312 SF
THIRD FLOOR PLAN 1,375 SF
TOTAL H/C 2,687 SF

NON HEATED

GARAGE 850 SF
2ND FLOOR DECK 364 SF
3RD FLOOR DECK 364 SF
TOTAL NON H/C 1,578 SF



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252-633-0322
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LOT 04 - RIVER STATION
810 E. FRONT STREET , NEW BERN, NC 28560

THIS PLAN HAS BEEN PREPARED TO MEET TOP PROFESSIONAL
STANDARDS AND PRACTICES. HOWEVER, BUILDING CODES AND
ENVIRONMENTAL CONDITIONS VARY FOR DIFFERENT
LOCATIONS. IT IS THE RESPONSIBILITY OF THE PURCHASER OF
THIS PLAN TO PERFORM THE FOLLOWING BEFORE BEGINNING
CONSTRUCTION. VERIFY ALL DIMENSIONS PRIOR TO
PROCEEDING WITH CONSTRUCTION. VERIFY COMPLIANCE
WITH ALL LOCAL CODES. PLANS INDICATE LOCATIONS ONLY;
ENGINEERING ASPECTS SHOULD INCORPORATE ACTUAL SITE
CONDITIONS. HVAC & PLUMBING LAYOUTS ARE NOT INCLUDED.
THESE SHOULD BE OBTAINED FROM A LOCAL MECH.
CONTRACTOR OR ENGINEER TO ENSURE COMPLIANCE WITH
LOCAL CODE AND THAT EQUIPMENT IS SIZED CORRECTLY FOR
YOUR PARTICULAR REGION AND CONDITIONS. VERIFY ALL
STRUCTURAL ELEMENTS WITH LOCAL ENGINEER.

G-101

TITLE SHEET

11.11.2021
RIVERSTATION - LOT 04



PHOTO 01



PHOTO 02



PHOTO 03



PHOTO 04

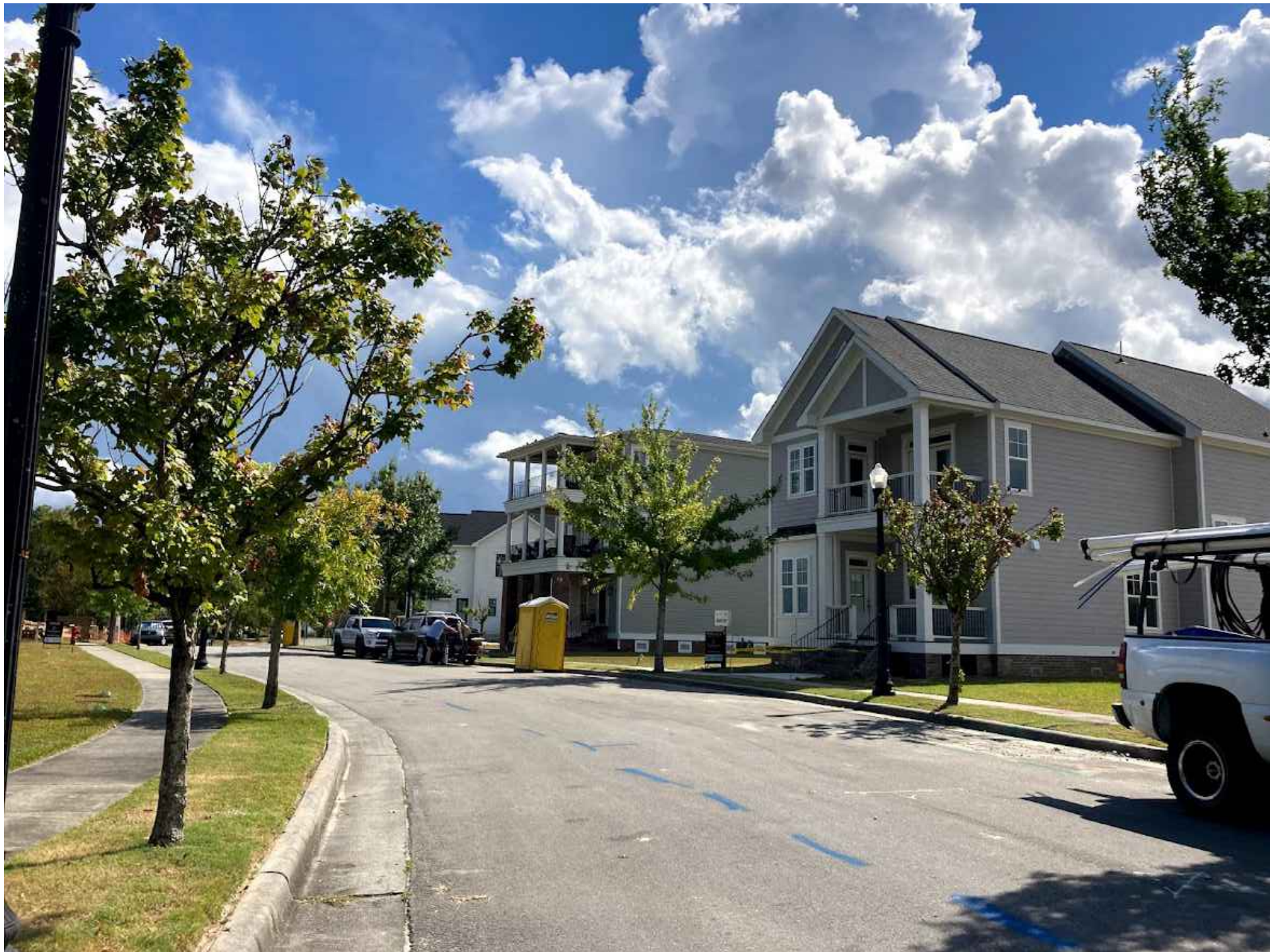


PHOTO 05



PHOTO 06



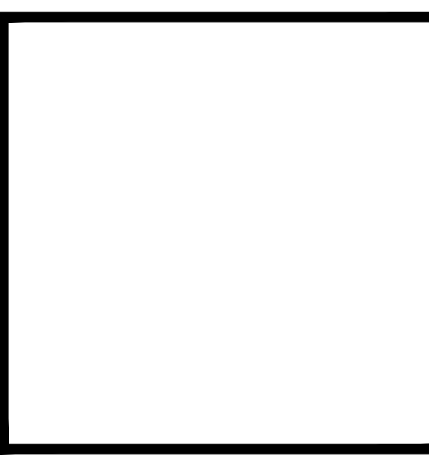
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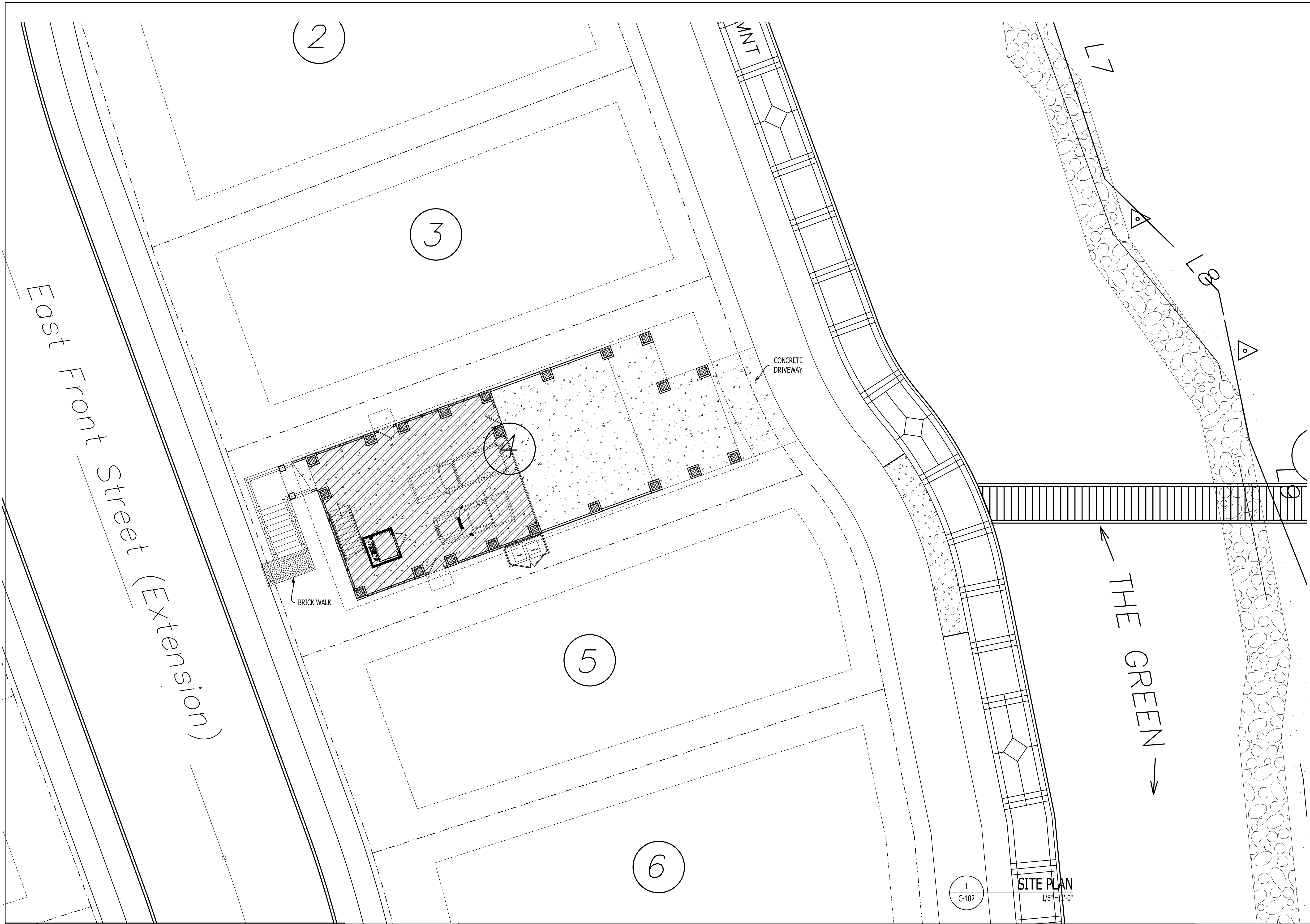
LOT 04 - RIVER STATION

810 E. FRONT STREET , NEW BERN, NC 28560

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PHOTOS
11.11.2021
RIVERSTATION - LOT 04

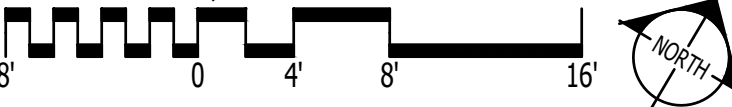


NOTES:

REVIEW THE CERTIFICATE OF APPROPRIATENESS PRIOR TO CONSTRUCTION.

PLANT 2 APPROVED FLOWERING TREES IN THE RIGHT OF WAY ON QUEEN STREET

GRAPHIC SCALE: 1/8"=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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LOT 04 - RIVER STATION

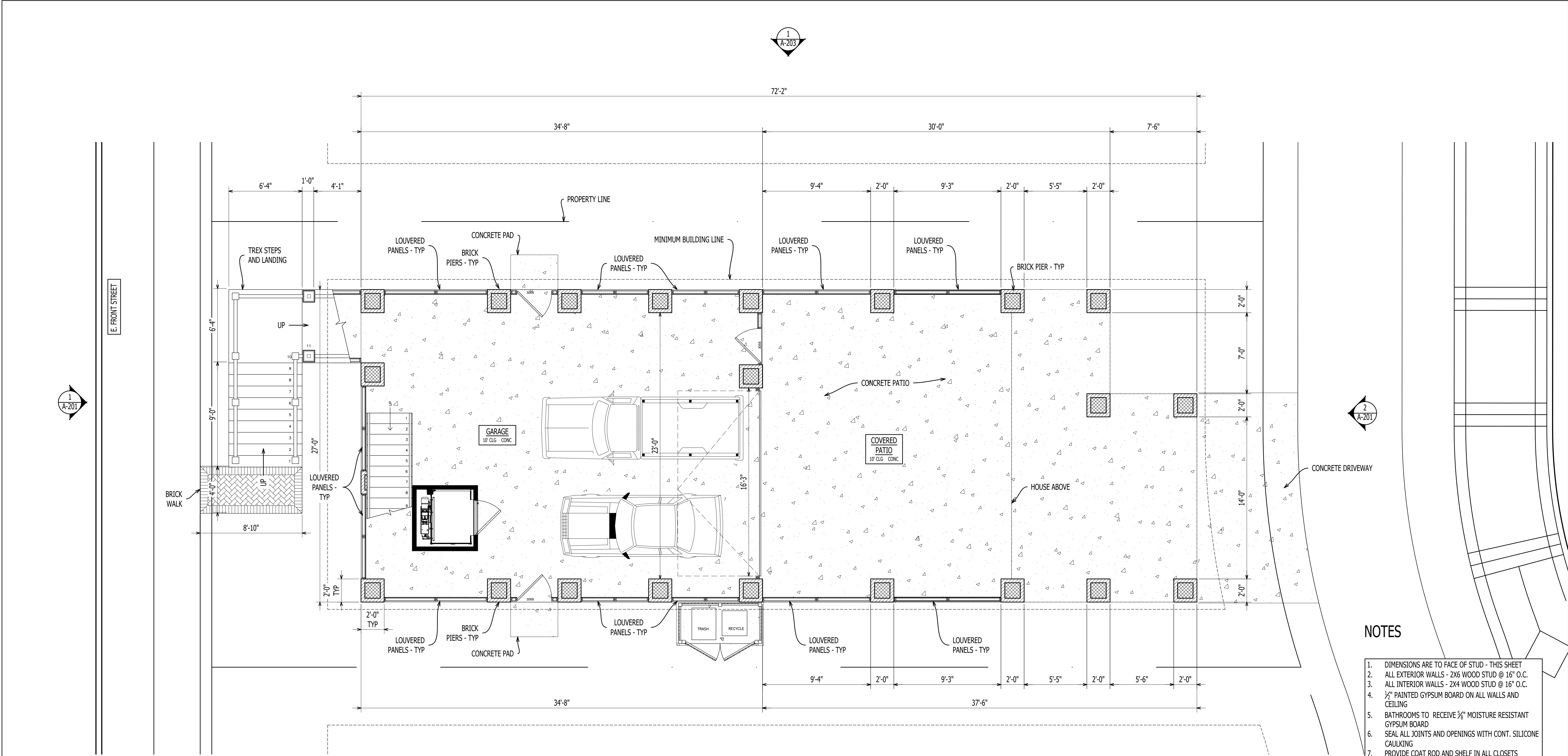
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C-101

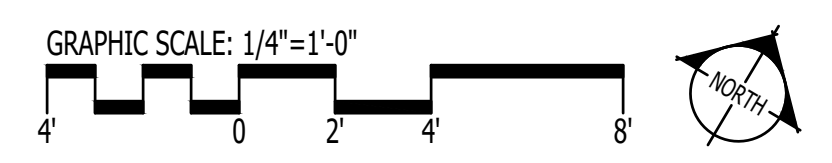
SITE PLAN

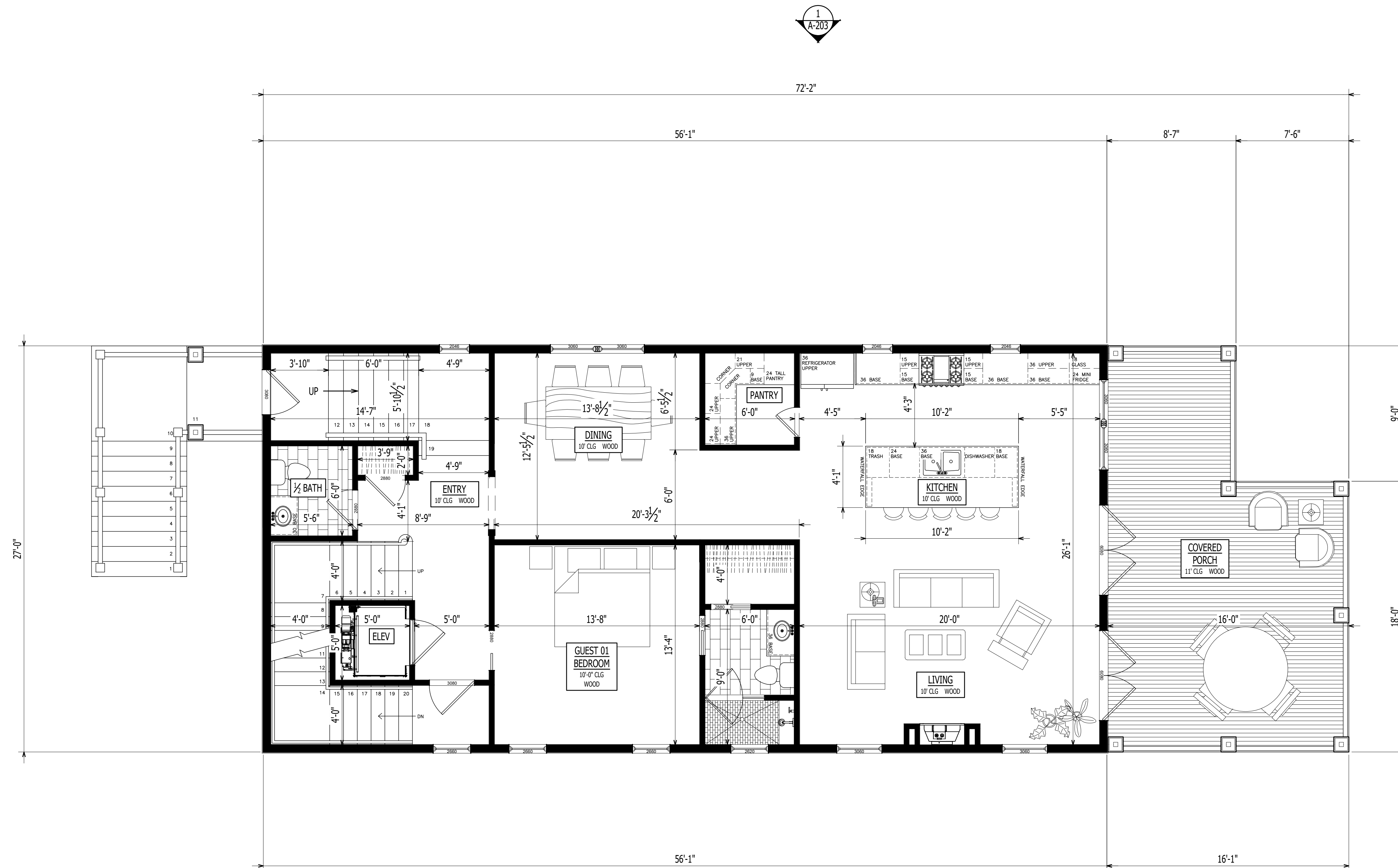
11.11.2021
RIVERSTATION - LOT 04



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

- NOTES
1. DIMENSIONS ARE TO FACE OF STUD - THIS SHEET
 2. ALL EXTERIOR WALLS - 2X6 WOOD STUD @ 16" O.C.
 3. ALL INTERIOR WALLS - 2X4 WOOD STUD @ 16" O.C.
 4. 1/2" PAINTED GYPSUM BOARD ON ALL WALLS AND CEILING
 5. BATHROOMS TO RECEIVE 3/8" MOISTURE RESISTANT GYPSUM BOARD
 6. SEAL ALL JOINTS AND OPENINGS WITH CONT. SILICONE CAULKING
 7. PROVIDE COAT ROD AND SHELF IN ALL CLOSETS
 8. INTERIOR DOORS TO BE PAINTED PONDEROSA PINE P82-1 3/8" RAISED PANEL
 9. EXTERIOR COLUMNS TO BE COMPOSITE 12" SQUARE - TYP
 10. PORCH DECKING TO BE TREX - TYP
 11. RESIDENTIAL ELEVATOR - CONFIRM W/ OWNER
 12. SHOWER - MOSAIC TILE FLOOR, TILE WALLS, FRAME-LESS GLASS ENCLOSURE



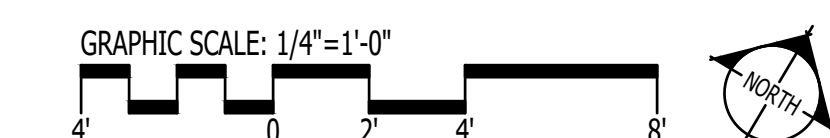


1
A-102

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

NOTES

1. DIMENSIONS ARE TO FACE OF STUD - THIS SHEET
2. ALL EXTERIOR WALLS - 2X6 WOOD STUD @ 16" O.C.
3. ALL INTERIOR WALLS - 2X4 WOOD STUD @ 16" O.C.
4. 1/2" PAINTED GYPSUM BOARD ON ALL WALLS AND CEILING
5. BATHROOMS TO RECEIVE 3/8" MOISTURE RESISTANT GYPSUM BOARD
6. SEAL ALL JOINTS AND OPENINGS WITH CONT. SILICONE CAULKING
7. PROVIDE COAT ROD AND SHELF IN ALL CLOSETS
8. INTERIOR DOORS TO BE PAINTED PONDEROSA PINE P82-1 3/8" RAISED PANEL
9. EXTERIOR COLUMNS TO BE COMPOSITE 12" SQUARE - TYP
10. PORCH DECKING TO BE 1X4 TREX - TYP
11. RESIDENTIAL ELEVATOR - CONFIRM W/ OWNER
12. SHOWER - MOSAIC TILE FLOOR, TILE WALLS, FRAME-LESS GLASS ENCLOSURE



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LOT 04 - RIVER STATION
810 E. FRONT STREET , NEW BERN, NC 28560

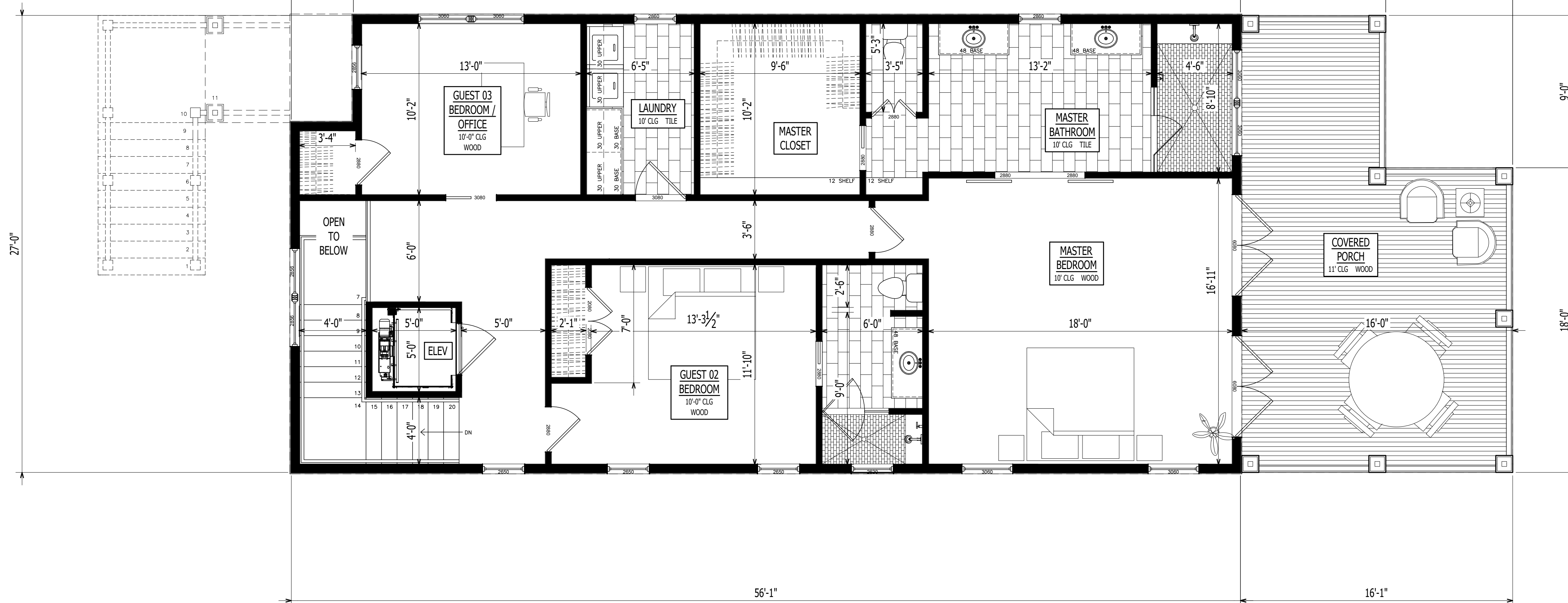
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A-102
SECOND FLOOR PLAN

11.11.2021
RIVERSTATION - LOT 04

E. FRONT STREET

27'-0"

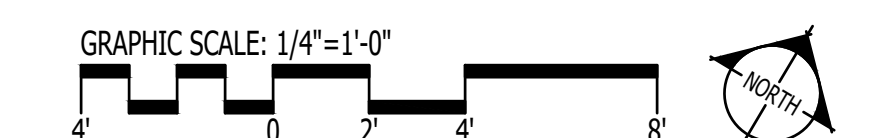


1
A-103
THIRD FLOOR PLAN
Scale: 1/4" = 1'-0"

1
A-202

NOTES

1. DIMENSIONS ARE TO FACE OF STUD - THIS SHEET
2. ALL EXTERIOR WALLS - 2X6 WOOD STUD @ 16" O.C.
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10. PORCH DECKING TO BE TREX - TYP
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12. SHOWER - MOSAIC TILE FLOOR, TILE WALLS, FRAME-LESS GLASS ENCLOSURE



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LOT 04 - RIVER STATION

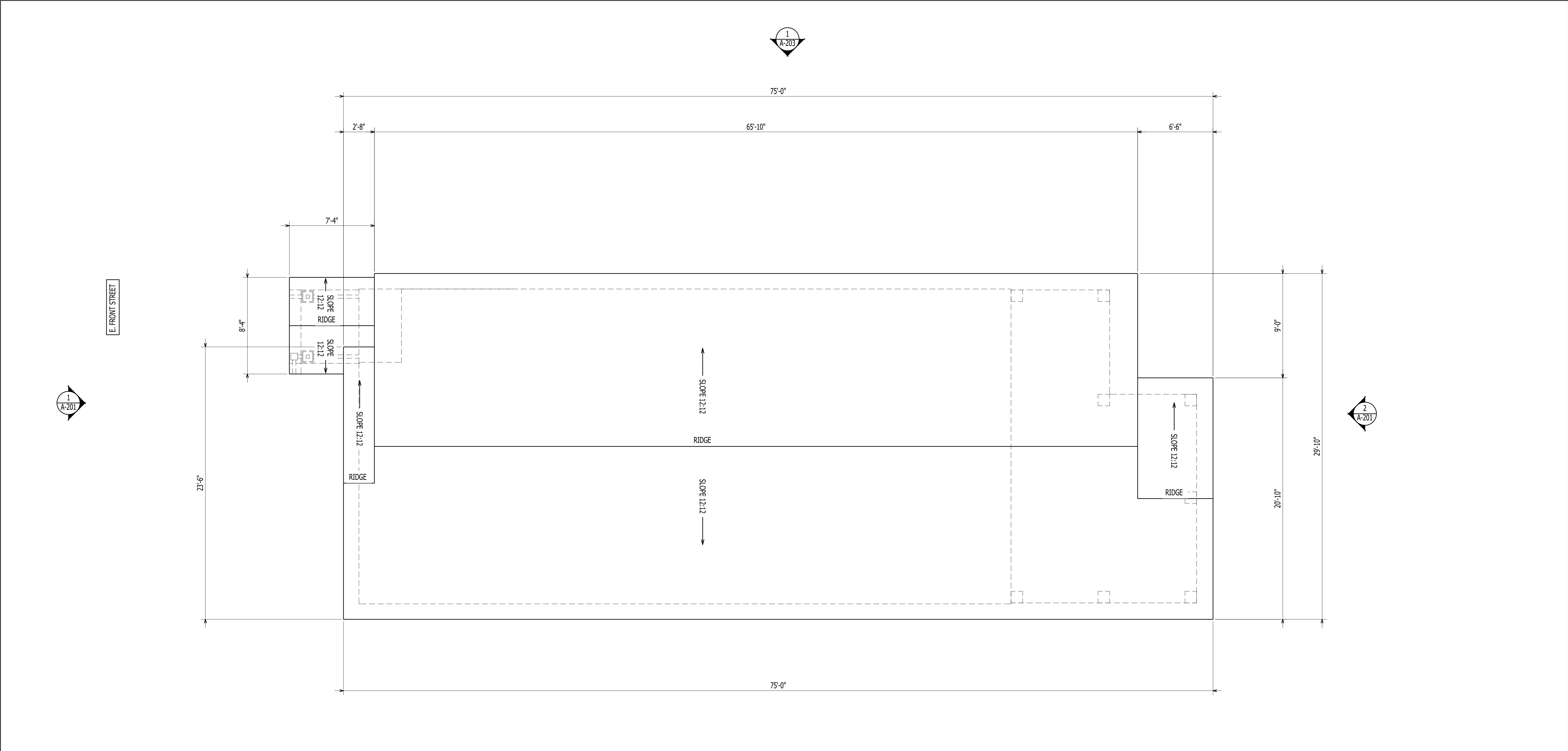
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A-103

THIRD FLOOR PLAN

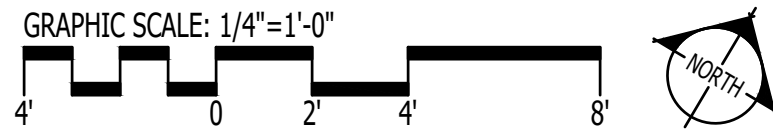
11.11.2021
RIVERSTATION - LOT 04



1
A-104

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

1
A-202



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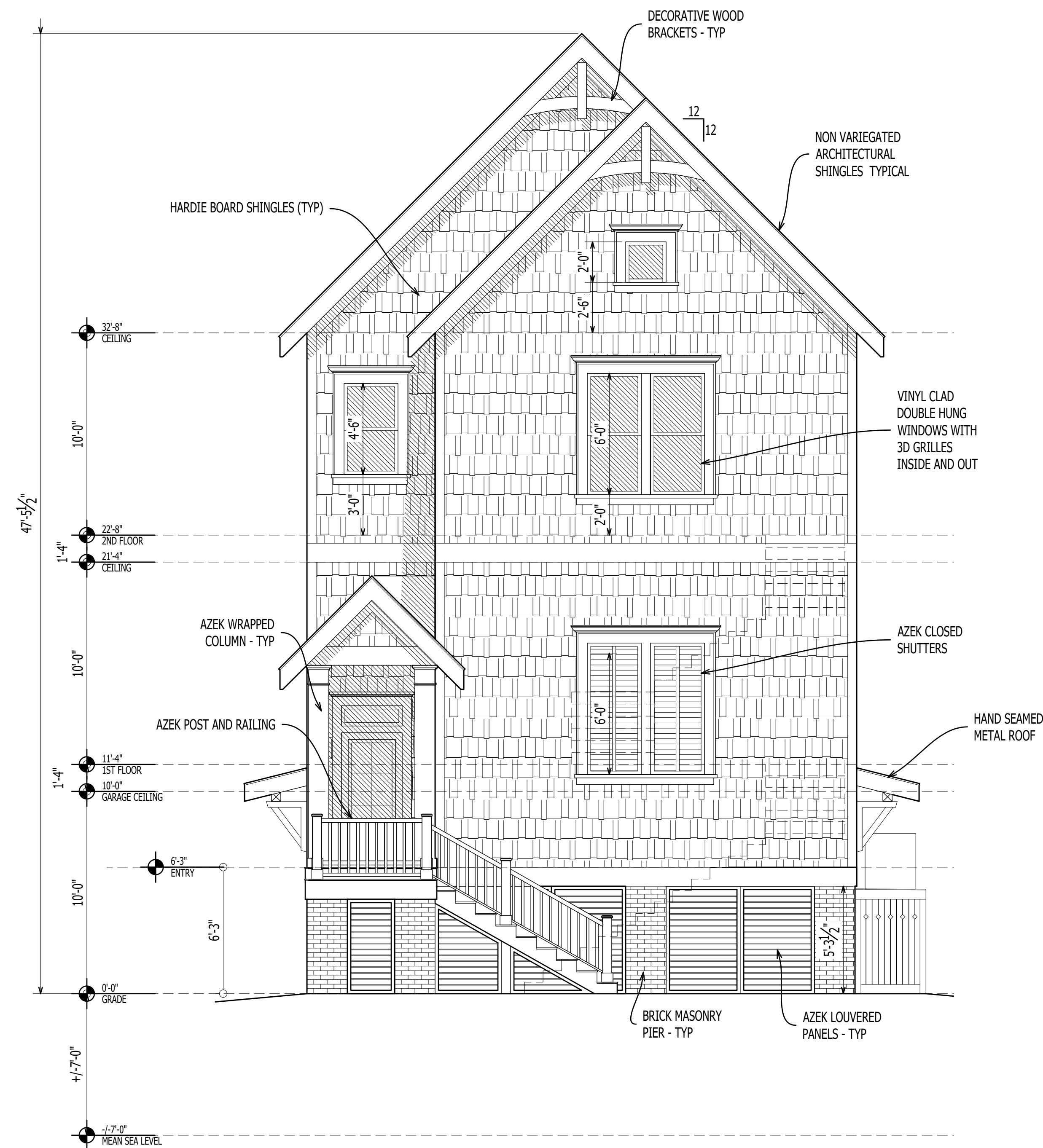
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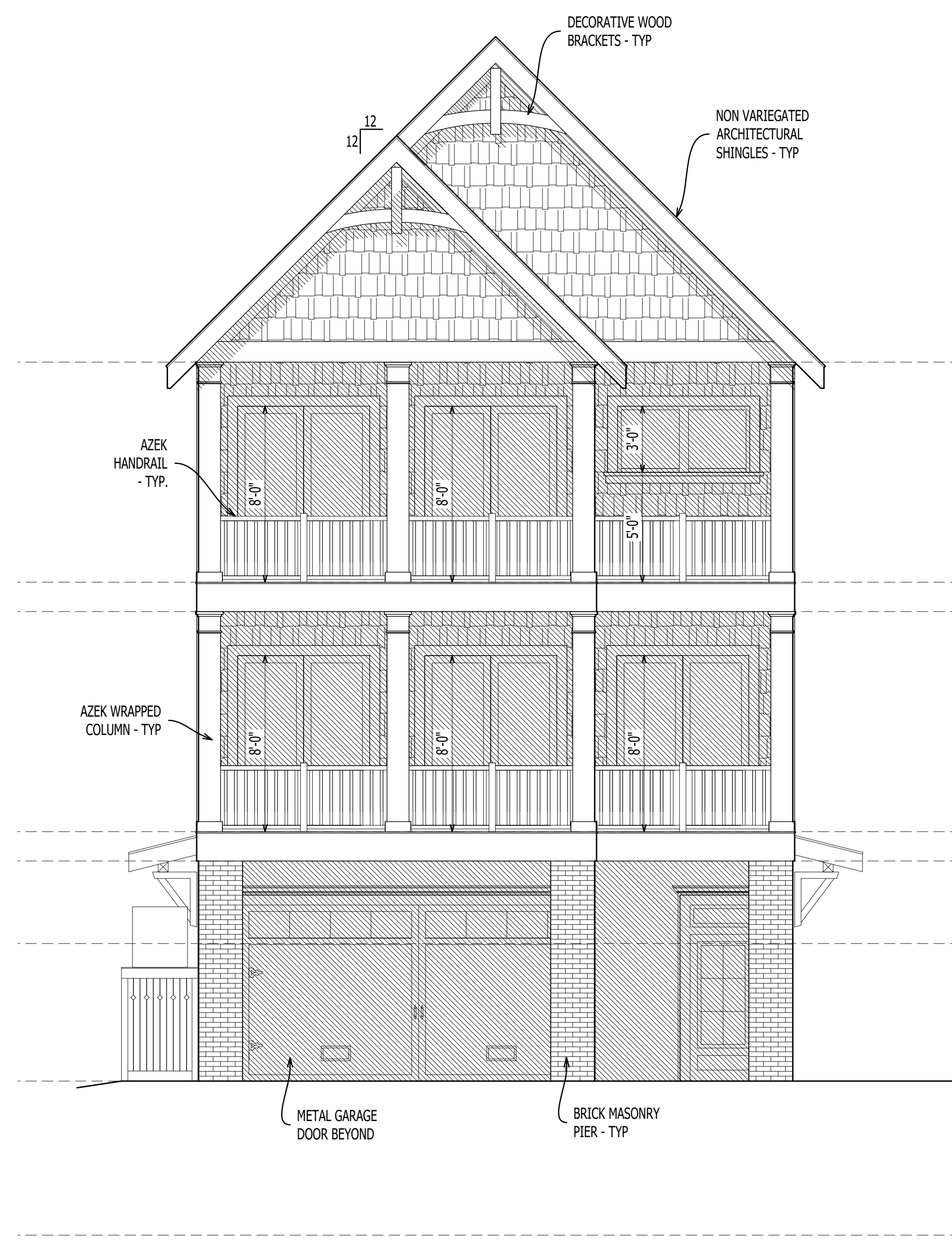
A-104

ROOF PLAN

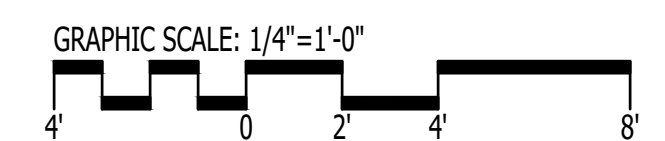
11.11.2021
RIVERSTATION - LOT 04



1
A-201
ELEVATION
Scale: 1/4" = 1'-0"



2
A-201
ELEVATION
Scale: 1/4" = 1'-0"



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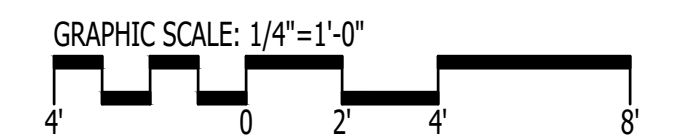
A-201

ELEVATIONS

11.11.2021
RIVERSTATION - LOT 04



1
A-202
ELEVATION
Scale: 1/4" = 1'-0"



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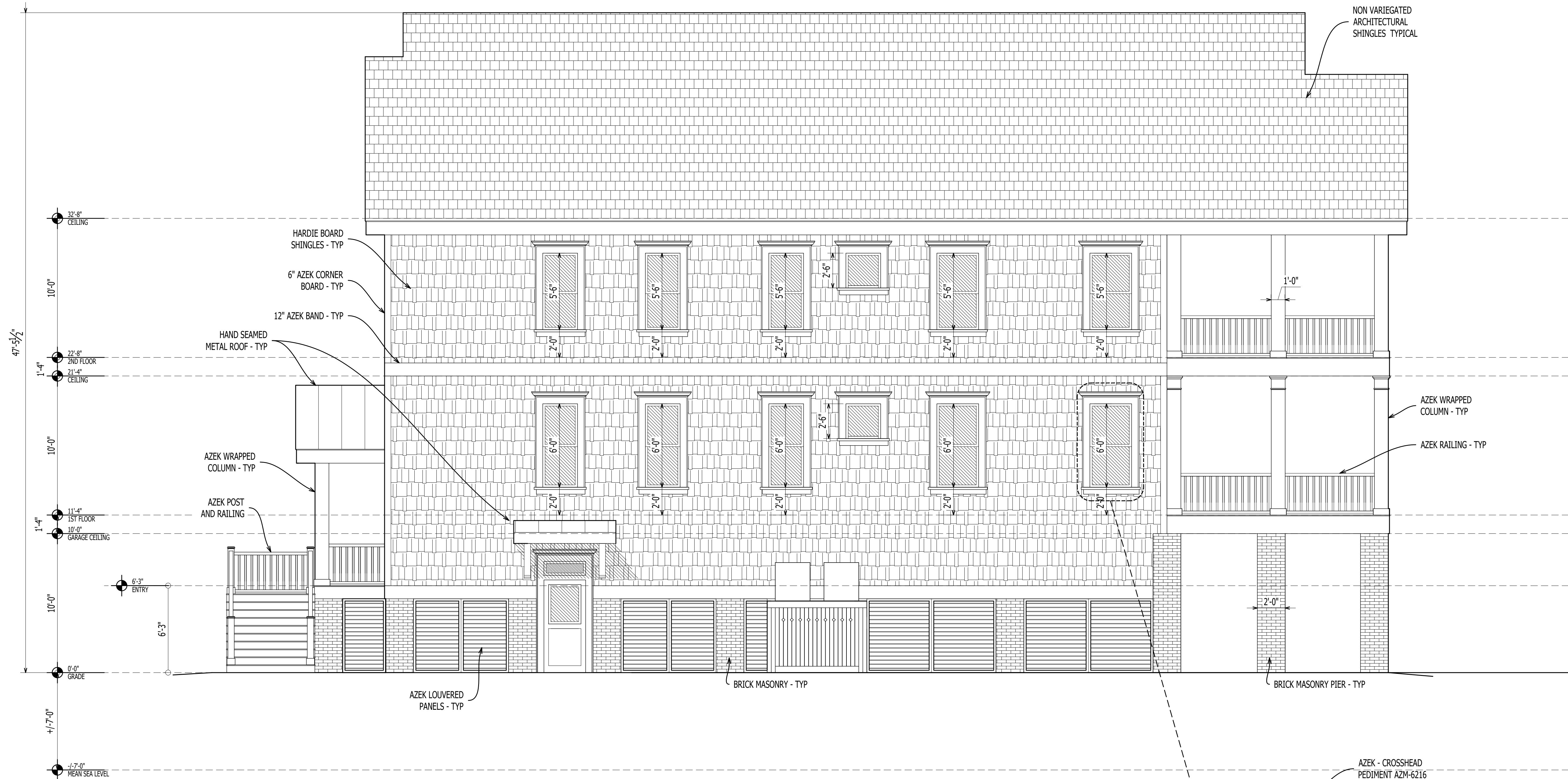
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LOT 04 - RIVER STATION

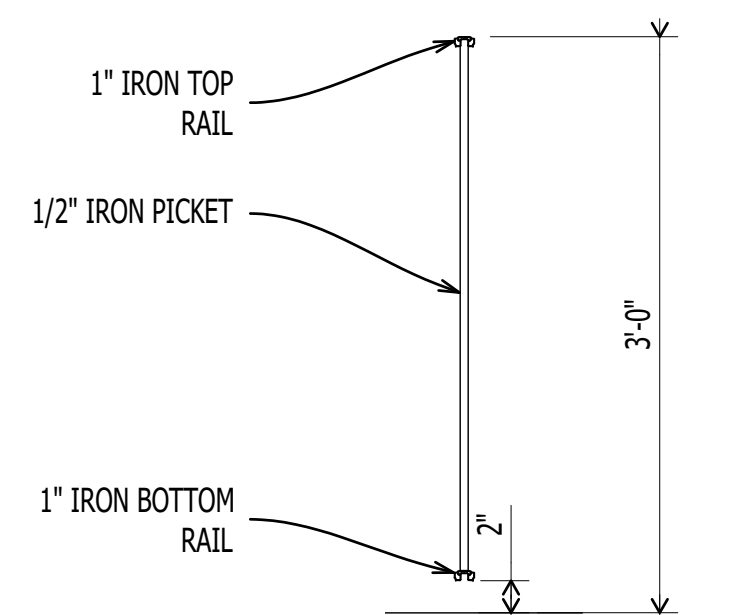
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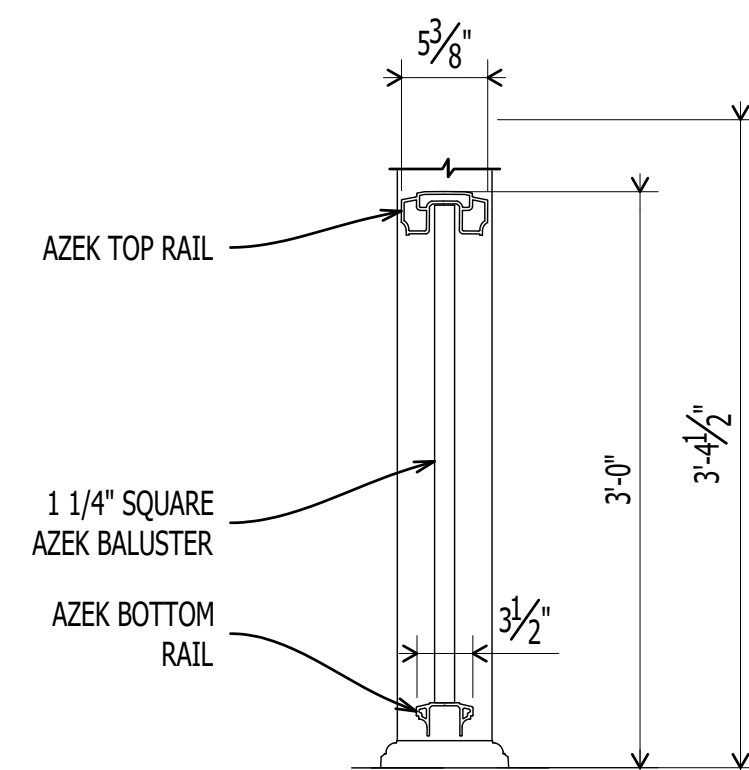
A-202
ELEVATIONS
11.11.2021
RIVERSTATION - LOT 04



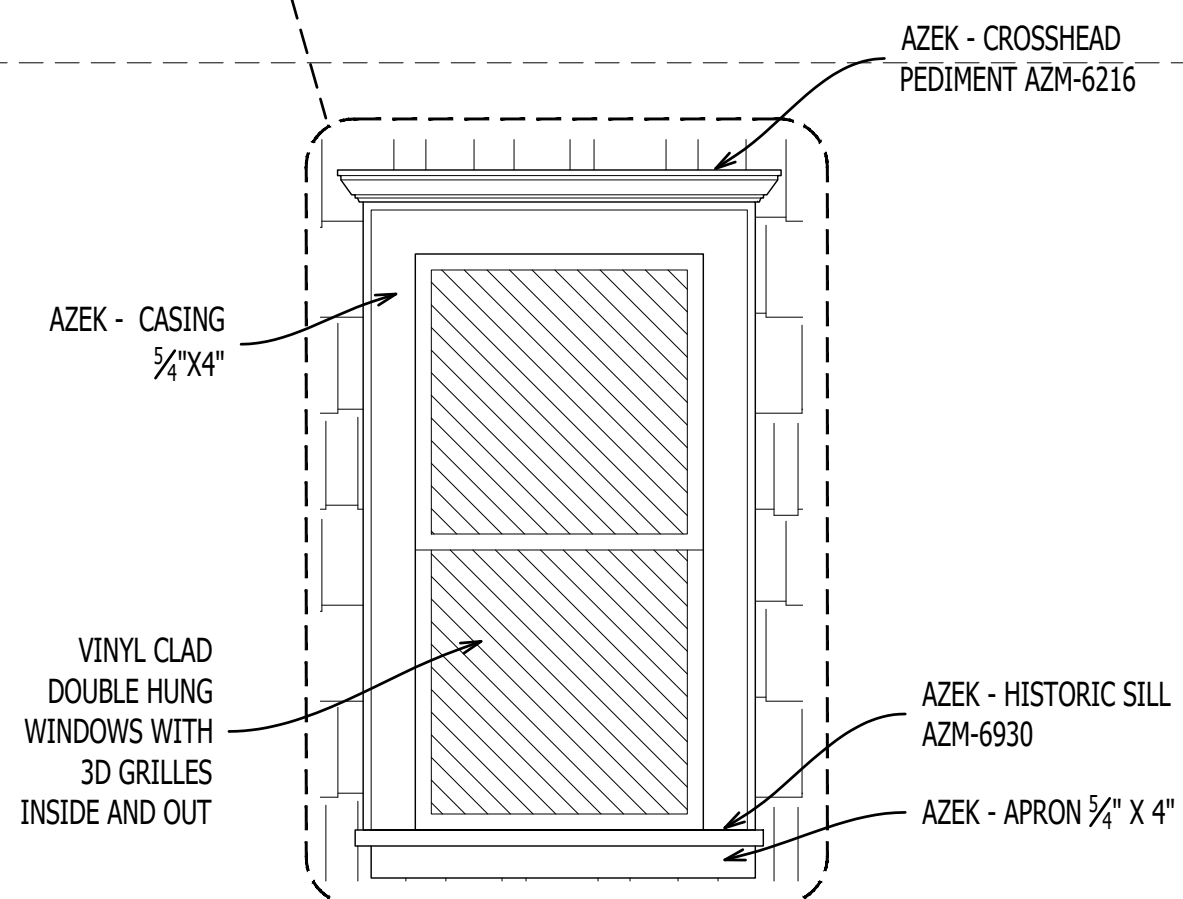
1
A-203
ELEVATION
Scale: 1/4" = 1'-0"



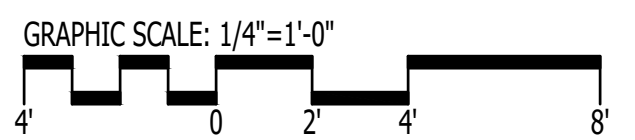
2
A-203
IRON RAILING
Scale: 1" = 1'-0"



3
A-203
AZEK RAILING
Scale: 1" = 1'-0"



4
A-203
ENLARGED WINDOW
Scale: 1/2" = 1'-0"



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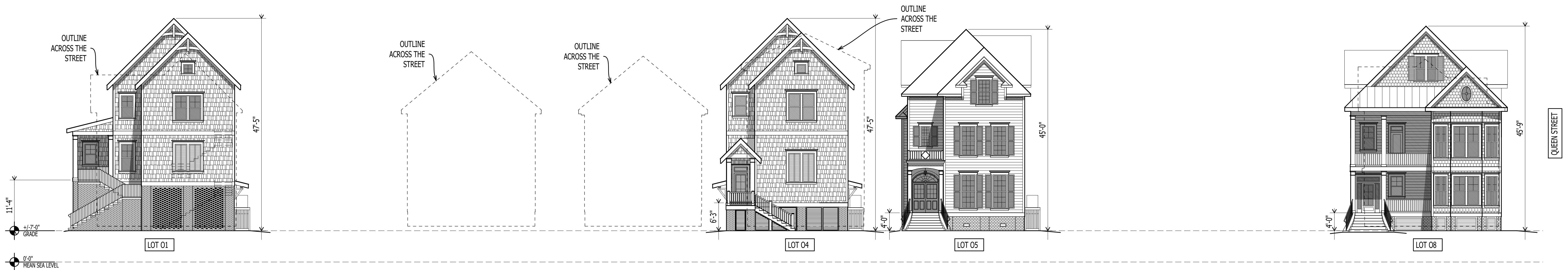
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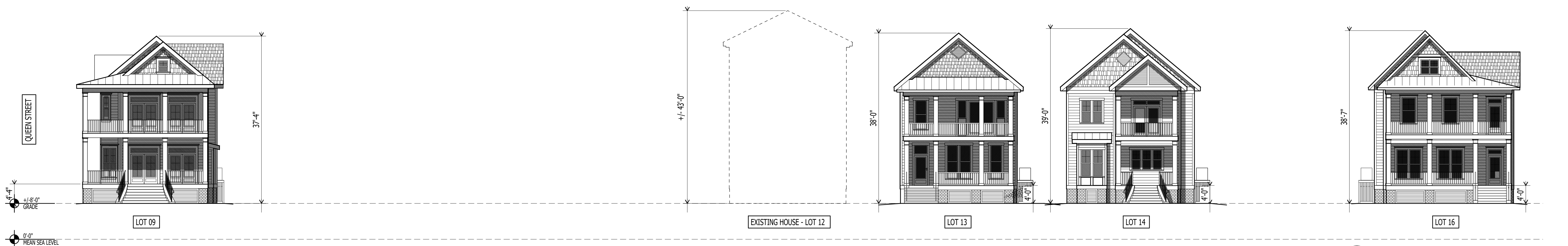
A-203

ELEVATIONS

11.11.2021
RIVERSTATION - LOT 04



1
A-204
STREET VIEW NORTH
Scale: 3/32" = 1'-0"



2
A-204
STREET VIEW SOUTH
Scale: 3/32" = 1'-0"



528 E. FRONT STREET



524 E. FRONT STREET



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LOT 04 - RIVER STATION

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A-204

STREET ELEVATIONS

11.11.2021
RIVERSTATION - LOT 04

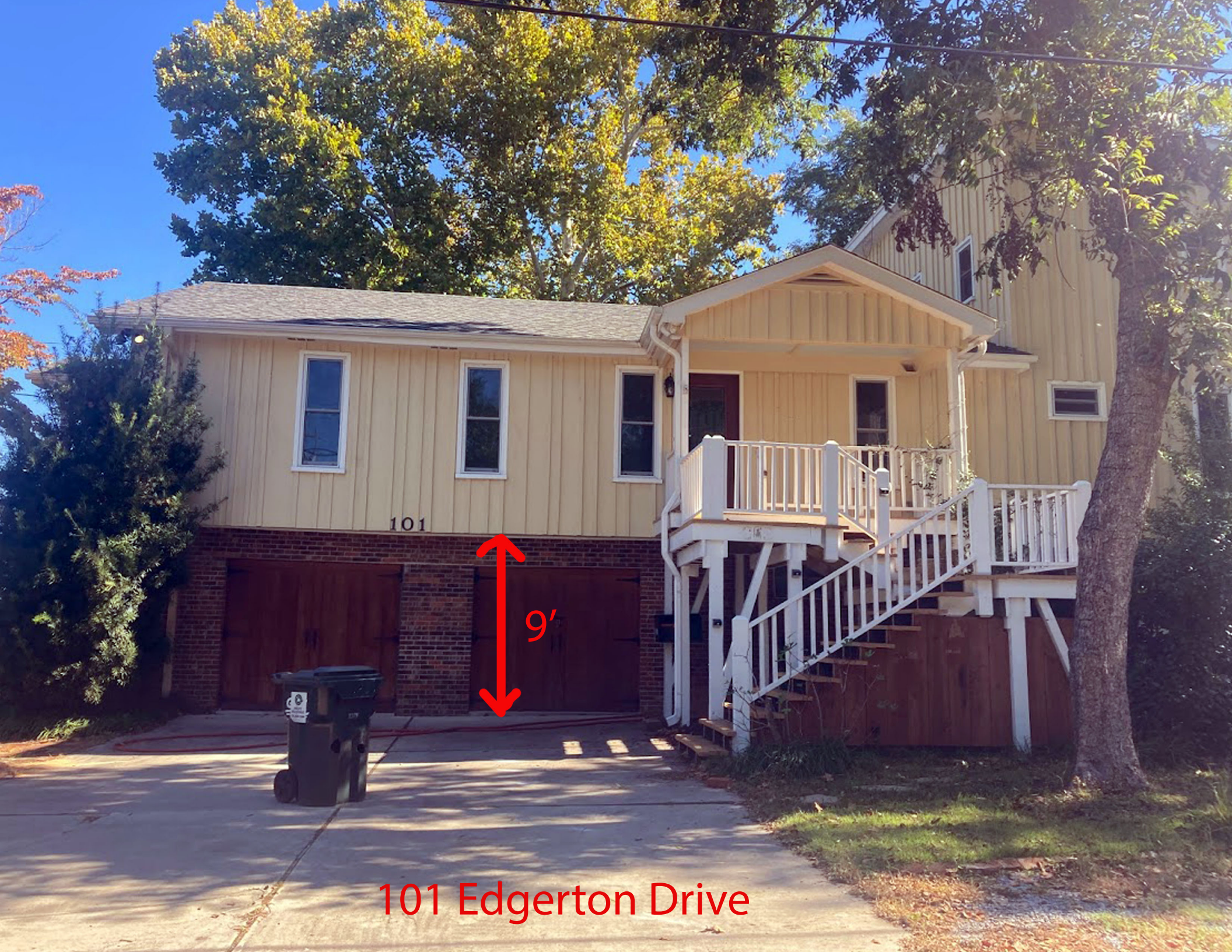


528 E. Front St.



7'-6"

717 E. Front Street



101 Edgerton Drive

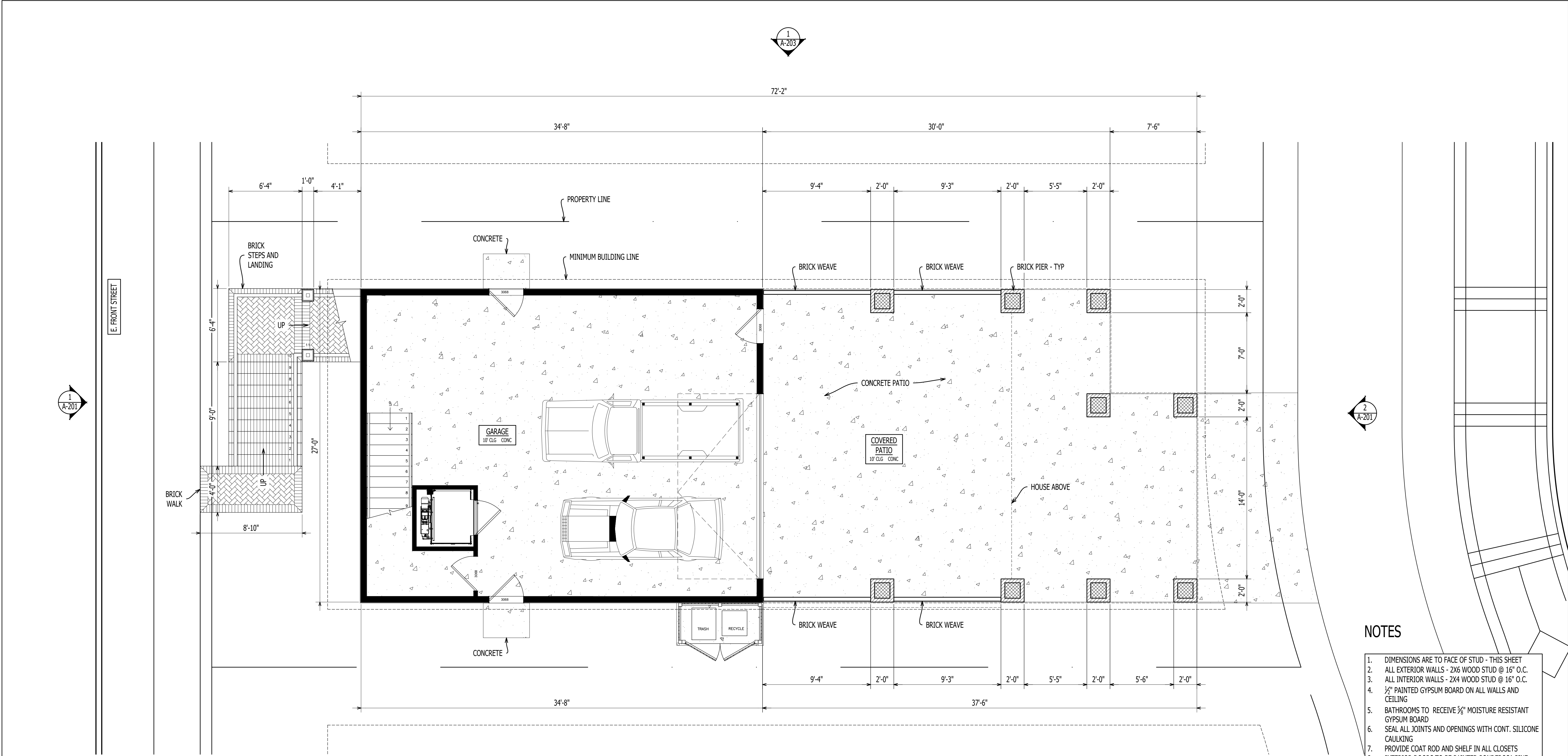


505 E. Front Street



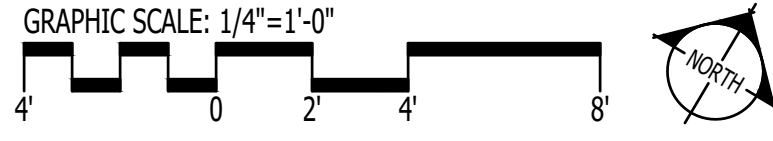
600 Edgergton Dr.

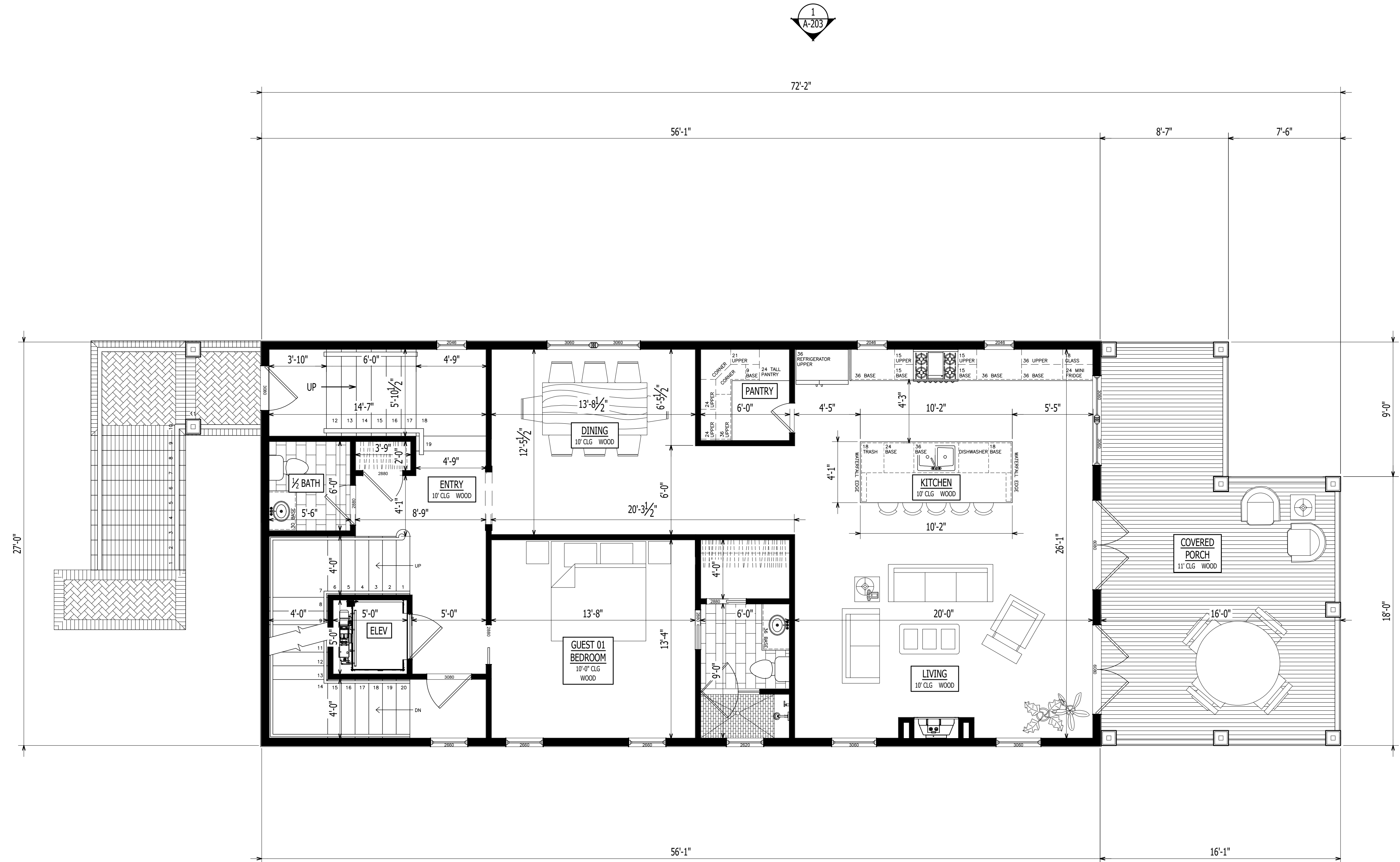
Previous Plan Submission



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

- NOTES
1. DIMENSIONS ARE TO FACE OF STUD - THIS SHEET
 2. ALL EXTERIOR WALLS - 2X6 WOOD STUD @ 16" O.C.
 3. ALL INTERIOR WALLS - 2X4 WOOD STUD @ 16" O.C.
 4. 1/2" PAINTED GYPSUM BOARD ON ALL WALLS AND CEILING
 5. BATHROOMS TO RECEIVE 3/8" MOISTURE RESISTANT GYPSUM BOARD
 6. SEAL ALL JOINTS AND OPENINGS WITH CONT. SILICONE CAULKING
 7. PROVIDE COAT ROD AND SHELF IN ALL CLOSETS
 8. INTERIOR DOORS TO BE PAINTED PONDEROSA PINE P82-1 3/4" RAISED PANEL
 9. EXTERIOR COLUMNS TO BE COMPOSITE 12" SQUARE - TYP
 10. PORCH DECKING TO BE 1X4 T&G KILN DRIED PAINTED OR STAINED DECKING - TYP
 11. RESIDENTIAL ELEVATOR - CONFIRM W/ OWNER
 12. SHOWER - MOSAIC TILE FLOOR, TILE WALLS, FRAME-LESS GLASS ENCLOSURE

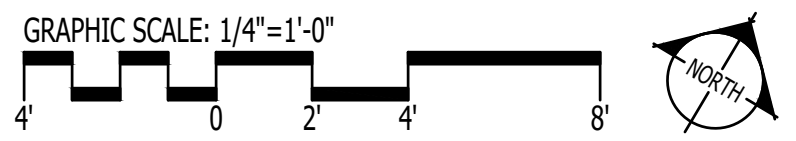




1
A-102
SECOND FLOOR PLAN
Scale: 1/4" = 1'-0"

NOTES

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2. ALL EXTERIOR WALLS - 2X6 WOOD STUD @ 16" O.C.
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10. PORCH DECKING TO BE 1X4 T&G KILN DRIED PAINTED OR STAINED DECKING - TYP
11. RESIDENTIAL ELEVATOR - CONFIRM W/ OWNER
12. SHOWER - MOSAIC TILE FLOOR, TILE WALLS, FRAME-LESS GLASS ENCLOSURE



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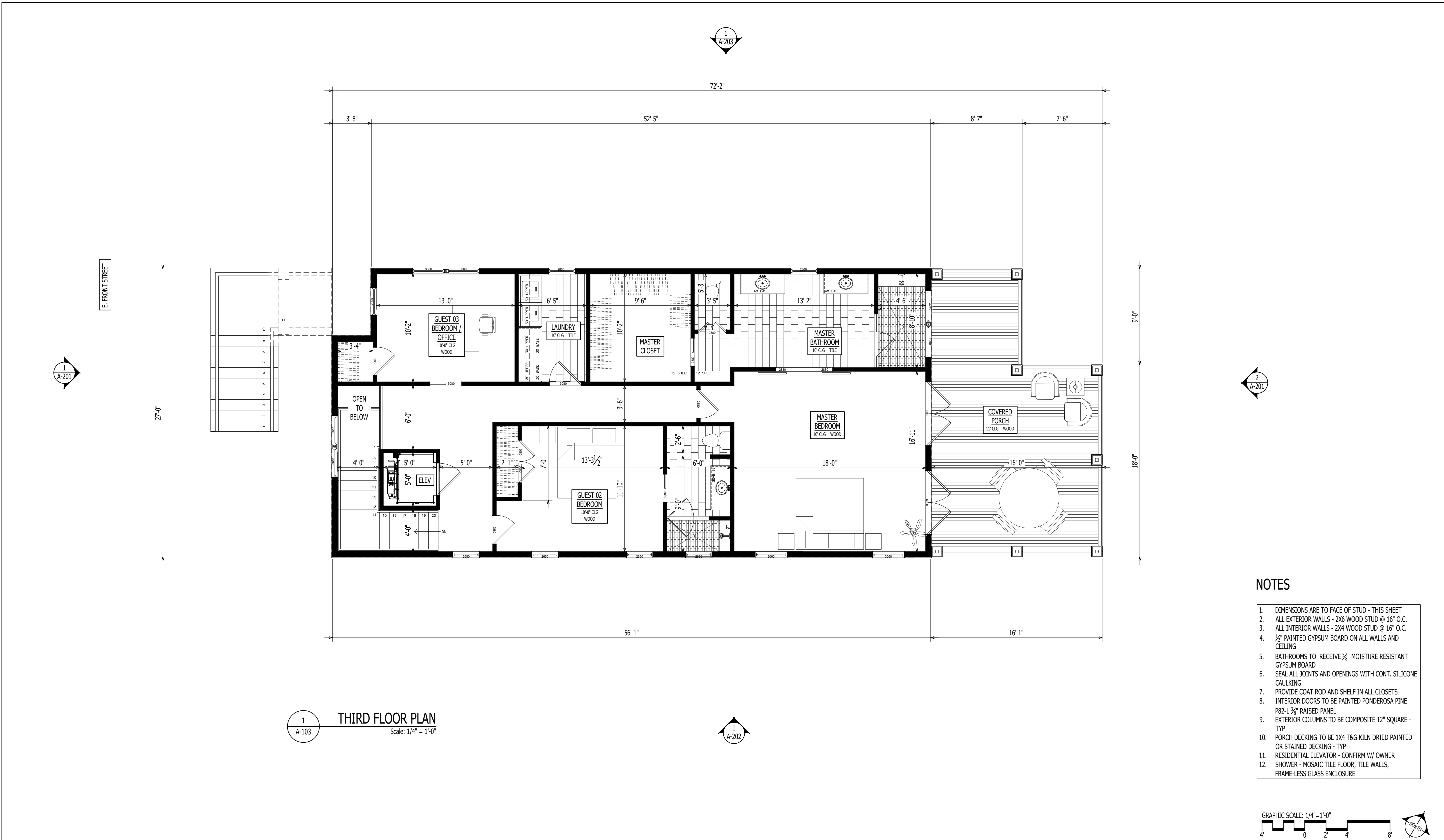
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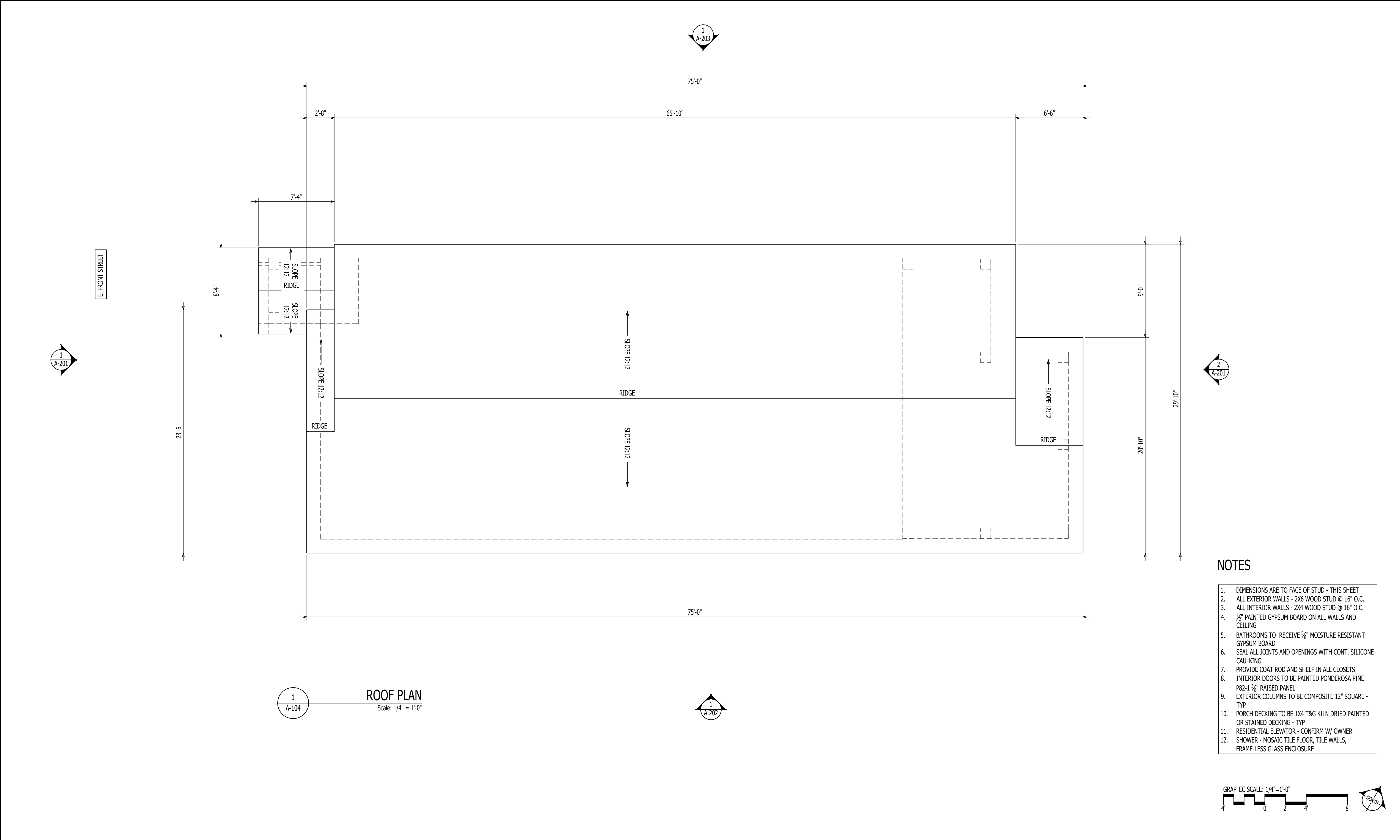
LOT 04 - RIVER STATION
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A-102
SECOND FLOOR PLAN

10.26.2021
RIVERSTATION - LOT 04



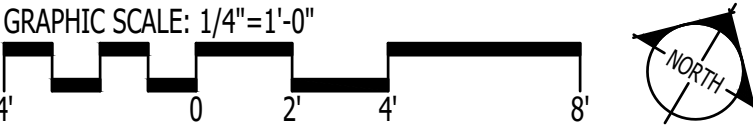


1
A-104

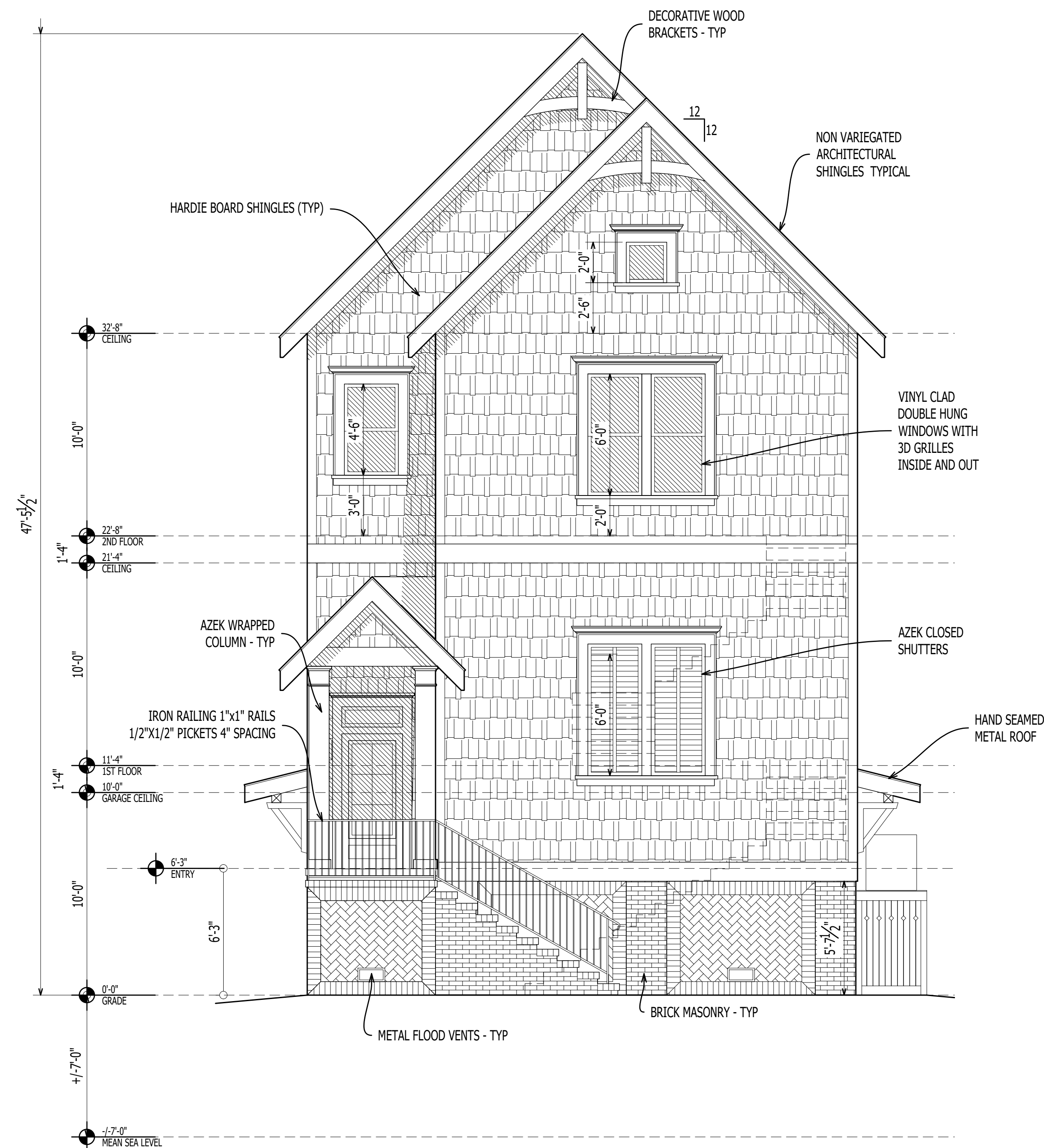
ROOF PLAN
Scale: 1/4" = 1'-0"

NOTES

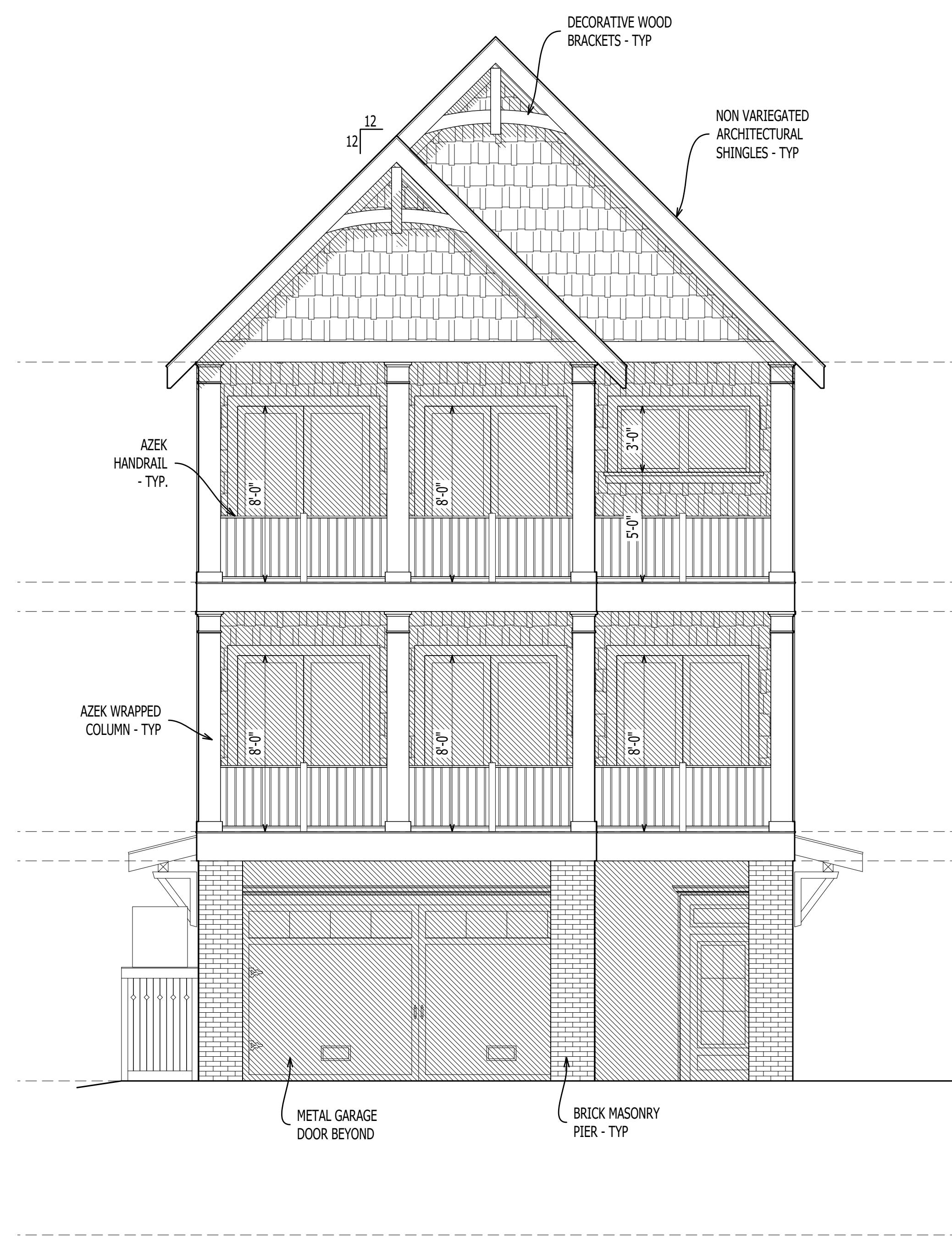
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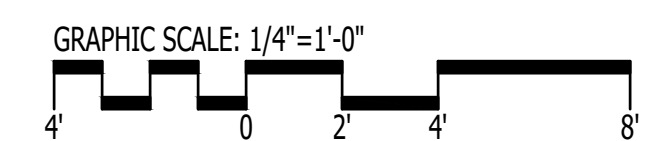
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1
A-201
ELEVATION
Scale: 1/4" = 1'-0"



2
A-201
ELEVATION
Scale: 1/4" = 1'-0"



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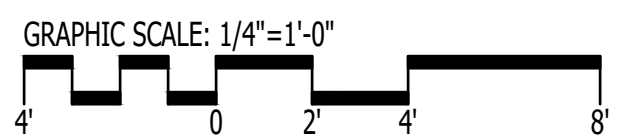
A-201

ELEVATIONS

10.26.2021
RIVERSTATION - LOT 04



1
A-202
ELEVATION
Scale: 1/4" = 1'-0"



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LOT 04 - RIVER STATION

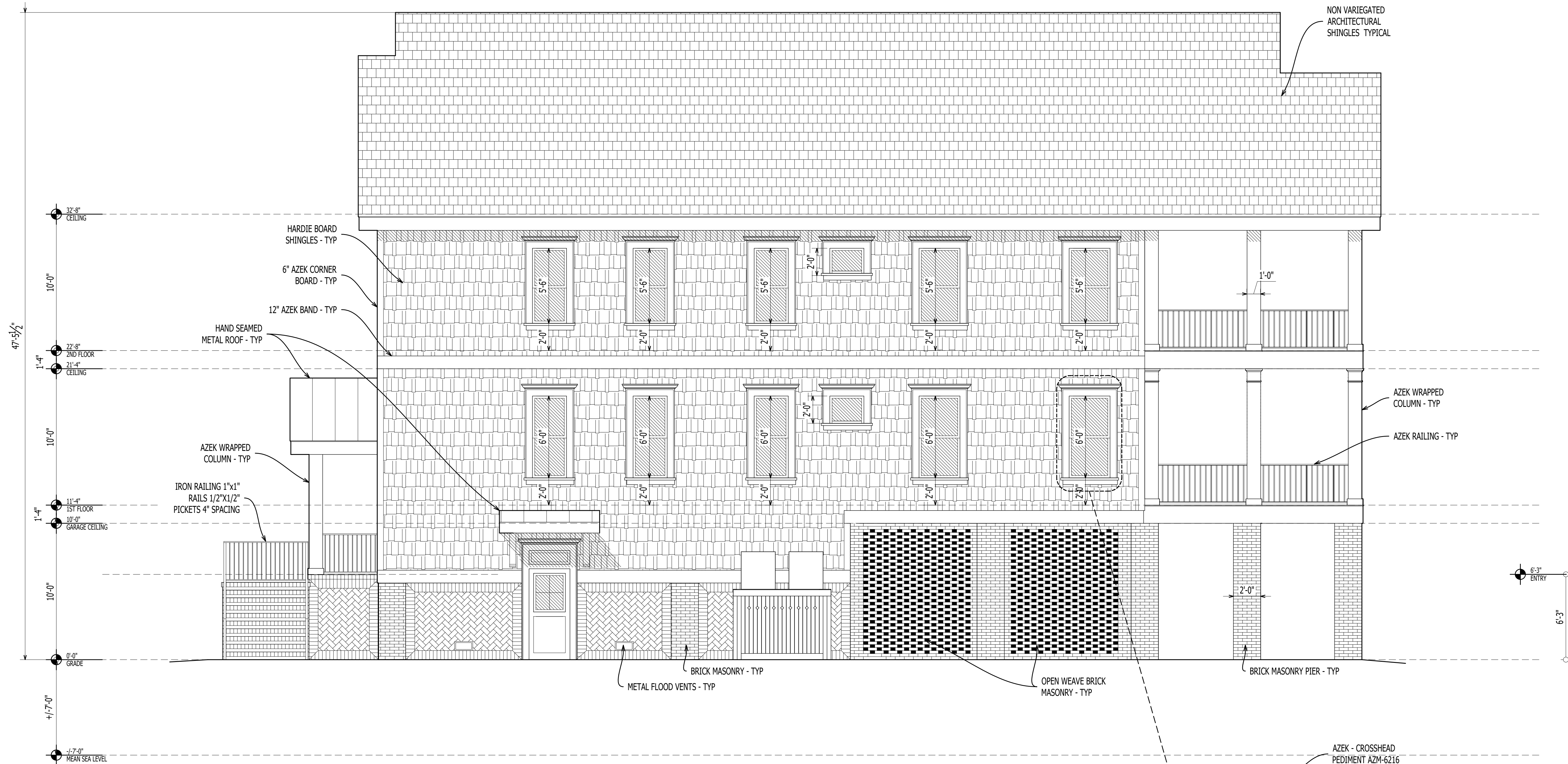
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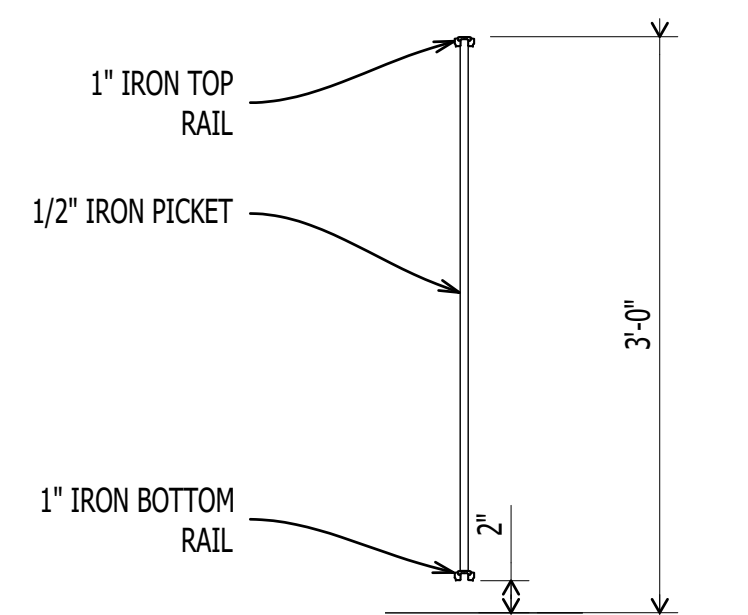
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ELEVATIONS

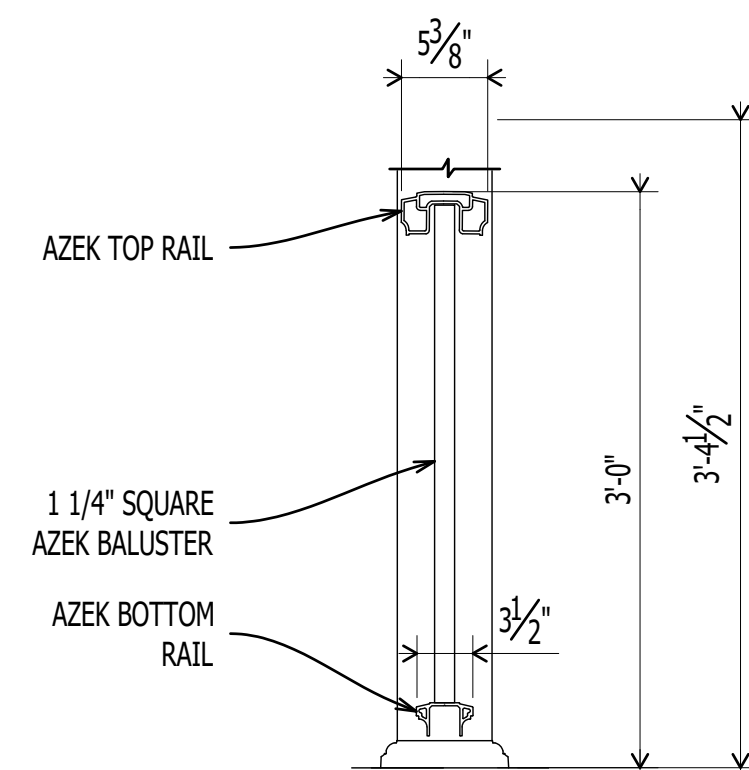
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RIVERSTATION - LOT 04



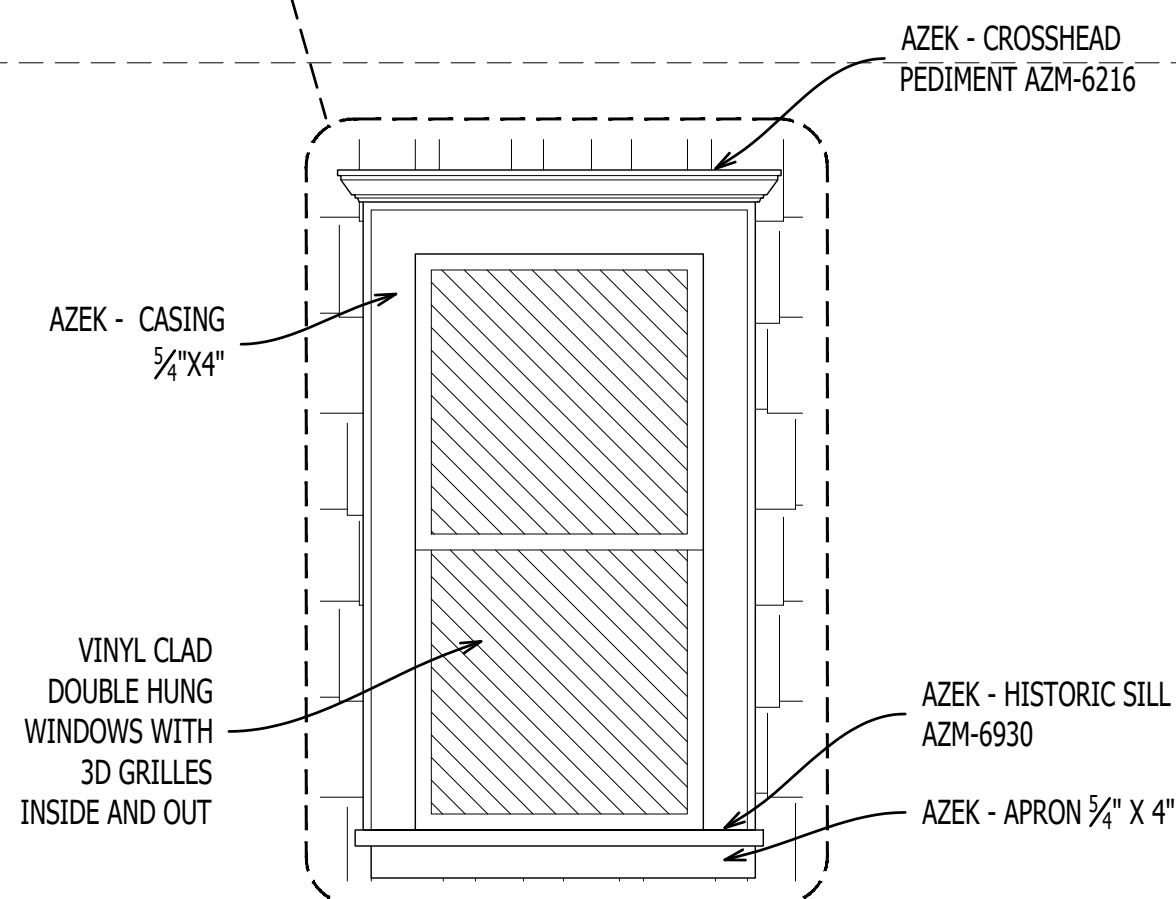
1
A-203
ELEVATION
Scale: 1/4" = 1'-0"



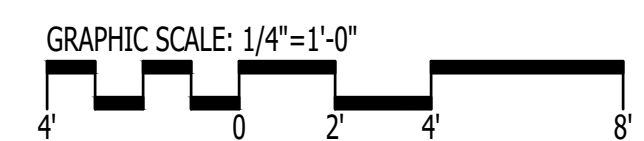
2
A-203
IRON RAILING
Scale: 1" = 1'-0"



3
A-203
AZEK RAILING
Scale: 1" = 1'-0"



4
A-203
ENLARGED WINDOW
Scale: 1/2" = 1'-0"



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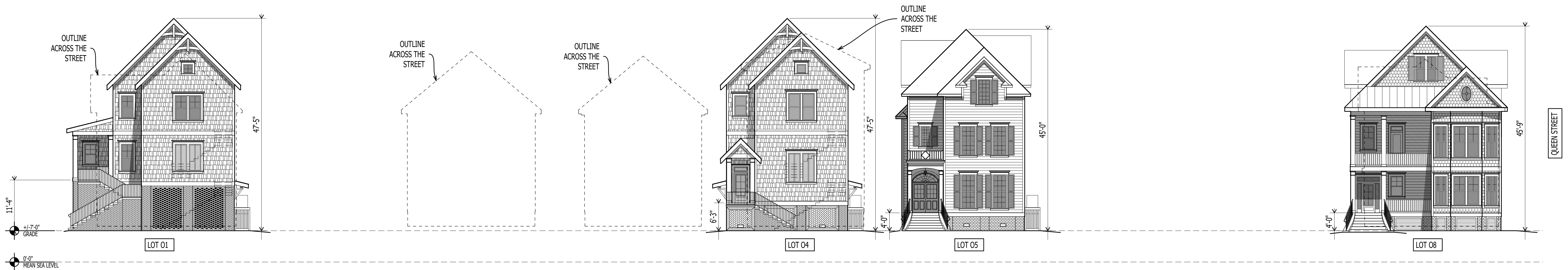
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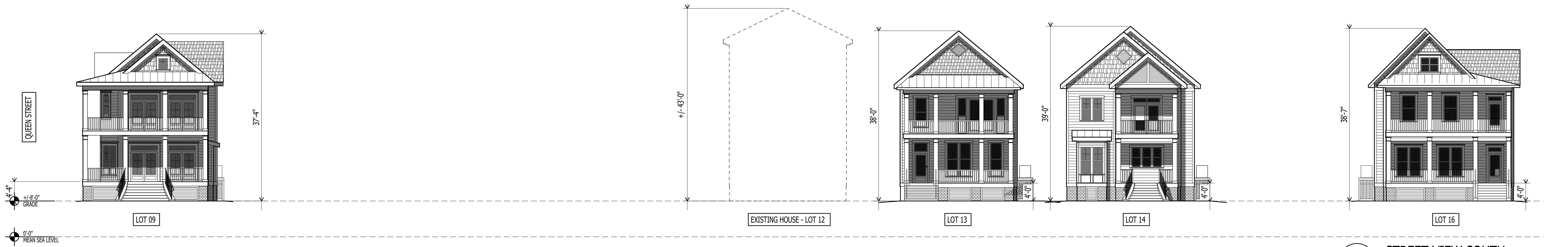
A-203

ELEVATIONS

10.26.2021
RIVERSTATION - LOT 04



1 STREET VIEW NORTH
A-204
Scale: 3/32" = 1'-0"



2 STREET VIEW SOUTH
A-204
Scale: 3/32" = 1'-0"



528 E. FRONT STREET



524 E. FRONT STREET



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: 810 E. Front St. – to include construction of a new infill house on a vacant parcel.

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

Zoning District: R-6, Riverstation Mixed Use Overlay

Required Setbacks (primary structure): Front Side Rear

Accessory Setbacks: From Nearest Structure Side Rear

Maximum Lot Coverage for proposed use:

Maximum Height of Structure:

Required Site Improvements: Landscaping Buffer 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

10/15/21

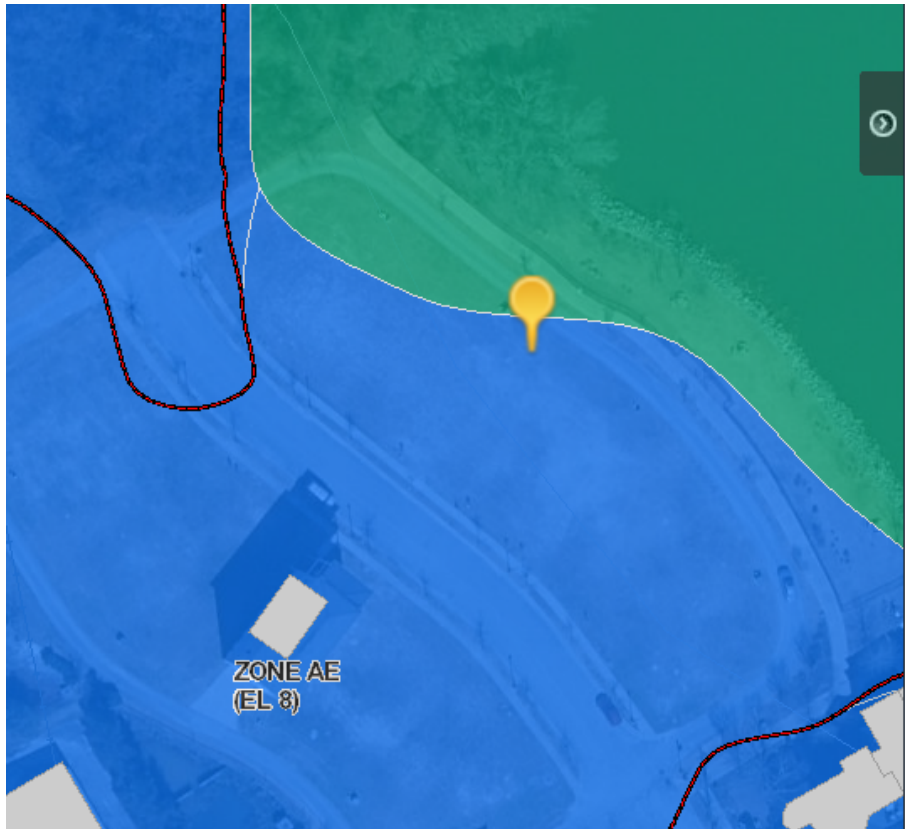
Chief Building Inspector please review the application and include any comments below

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

Comments:

Chief Building Inspector

10/15/21



Flood Information

Click the map to view information.

Map Location

Flood Zone: **AE**

Flood Source: Neuse River

Base Flood Elevation: 8 ft **More**

County: Craven

Political Area: City Of New Bern

CID: 370074

Panel: 5580 **Download**

Map Number: 3720558000K

Panel Effective Date: 6/19/2020

Latitude: 35.11424

Longitude: -77.03837

Address locations are approximate.
810 E Front St, New Bern, NC, 28560

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

Applicant: Kent & Shari Lucas/GO Architectural Design PLLC

Applicant Address: 3904 Sienna Trail, New Bern, NC 28560

Project Address: 810 E. Front St., New Bern, NC 28560

Historic Property Name: N/A

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

NR Inventory Description (2003): N/A.

Sandbeck Description (1988): N/A

810 E. Front St. - to include a new infill house on a vacant parcel.

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

Development Pattern

- 2.1.1 Maintain the established development pattern for placement of infill construction. The relationship of a structure to the property boundaries should be similar to those up the street, down the street and in most cases, across the street.
- 2.1.2 There are areas within the historic districts where the development pattern may have been weakened by vacant lots and nonconforming structures. In such areas, preference shall be given to contributing structures when defining the development pattern for infill construction.
- 2.1.3 The footprint, scale and proportion of infill construction shall be in keeping with neighboring properties. In general, it is not appropriate to construct a three-story structure in an area that is dominated by one-story structures.

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.
- 3.1.3 Discretely use rooftop appurtenances such as spires, cupolas, and towers to articulate rooflines. Complement the scale, form and proportion of the structure, and use rooftop appurtenances to identify a building entry or similar massing focal point.
- 3.1.4 Use details to articulate facades, and the openings within facades. Appropriately detail the base, body, and edges of facades to create texture and visual interest.
- 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.

Infill Construction

- 3.4.1 Maintain the relationship between building mass and open space that exists on the block or streetscape.
- 3.4.2 The predominant material of an infill building shall visually emulate the palette of materials traditionally found in the historic districts.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

- 3.4.3 Use of modern materials is acceptable as a means of continuing the evolution of architecture through time. However, the use of aluminum and vinyl siding, faux brick and stone, stamped concrete and similar imitation materials is not appropriate.
- 3.4.4 Contemporary materials shall be appropriately proportioned, used in traditional ways and installed in a traditional manner.

Foundations

- 4.1.3 Use traditional materials when constructing foundations. Concrete block should receive a veneer of stucco, brick, or other appropriate masonry material.
- 4.1.4 Locate foundation features such as vents and access doors in areas that will not detract from the architectural character of the building. Coordinate with other architectural features when possible, such as aligning vents and access doors with windows above or centering them between piers.
- 4.1.6 Minimize the visual impact of tall foundation walls by introducing a combination of landscaping, grading, and terraced retaining walls.

Walls, Trim and Ornamentation

- 4.2.4 Incorporate wood trims and articulate masonry appropriately for the application.

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.

Entrances

- 4.4.4 Provide porches, entrance doors, railings, and other ornaments that proportionally relate to the building. Appropriate balustrades often convey a heavier visual appearance. Center balusters between the top and bottom rails and space them about three inches apart.

Roofs

- 4.5.4 Standing seam metal roofs shall have a pan width no greater than 24 inches. Pans shall be completely flat without corrugation. Provide double locked seams with flush ridge and hip flashings on contributing structures.

Decks and Patios

- 4.6.2 Locate decks in Secondary and Tertiary AVCs, and screen the underside with shrubbery, fencing, lattice, or masonry.

Masonry

- 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.
- 5.1.5 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.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 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

- 5.4.2 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 of 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.
- 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.

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

1. The project is located in the *Narrow Stitch* development pattern;
2. The proposal is an infill project;
3. Except for the shape of two windows, the proposed design, components, and materials might 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 new infill house on a vacant parcel with the following condition:

- **the drawings are to be revised to change the shape of two windows to meet Guideline 4.3.2. and the drawings submitted to the HPA for verification before the CoA is valid.**

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

I. Applicant/Owner Information:

Property Address (Include year built, if known):
 300 Pollock Street, circa 1900

Property Owner Name(s): City of New Bern	Owner Mailing Address: 300 Pollock Street New Bern, NC 28560	Phone #s: (252) 639-7500	Email: hughesf@newbernnc.gov
Applicant Name (if different): Darden J. Eure, III, AIA, NCARB, MBF Architects, P.A.	Applicant Mailing Address: 317-C Pollock Street New Bern, NC 28560	Phone #s: (252) 637-6373	Email: eure@mbfarchitects.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)

Addition of an elevator annex and appurtenant sitework. Removal of one flight of fire escape stairs.

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: (only need the guideline numbers):

Reference the attached cover letter.

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).

Reference the attached cover letter.

Continued on additional sheet or attached brochure ☐

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

04-Nov-21

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.



November 4, 2021

Mr. Matt Schelly
Historic Preservation Administrator
Development Services
City of New Bern
303 First Street (28560)
PO Box 1129
New Bern, NC 28563

SchellyM@newbernnc.gov

RE: City Hall Elevator Annex
City of New Bern
New Bern, Craven County
MBFA No: 2009

Dear Matt:

Enclosed herewith please find Application for a Certificate of Appropriateness for a major work. An electronic file is forwarded for your use under a separate communication.

This package consists of the following:

1. Check No. 16200 in the amount of \$107.00 made payable to the City of New Bern
2. Application for a Certificate of Appropriateness
3. Letter of Representation
4. Drawings AG001 through AH306, 24 inch by 36 inch format, eleven sheets

Predominant materials proposed for the project are as follows:

1. Cast stone foundation walls, bands and similar accent elements
2. Brick veneer with articulated fenestration
3. Frameless architectural glass entrance to match that existing, metal historic style windows and metal exterior rear door
4. Synthetic slate roofing

Any appurtenant maintenance required for adjacent constructions encountered throughout the course of work is replacement in kind.

Guidelines incorporated into the design are as follows:

1. Compliance with Guideline 3.1.1. Massing relates to historic City Hall and uses shapes and forms derived therefrom

2. Compliance with Guideline 3.1.2. Heavy stone arches located at ground level identify means of building entry and visually carry the mass of the upper stories. The arch theme is continued as a detail element for upper window openings. Large blank wall expanses have been avoided.
3. Compliance with Guideline 3.1.4. Cast stone foundation and banding separates the façade into a base, body and capital
4. Compliance with Guideline 3.1.5. Masonry articulation and detailing is an interpretation of the historic detailing and embellishment found on the primary structure
5. Compliance with Guideline 3.2.1. Materials employed are types that were available at the time the building was originally constructed
6. Compliance with Guideline 3.2.2. Addition connection is limited to preserve architectural features of the historic wall fenestration
7. Compliance with Guideline 3.3.1. The elevator annex is slightly offset behind the historic façade fronting Pollock Street and is located within the secondary area of visual concern
8. Compliance with Guideline 3.3.2. Roof forms and pitches are similar to those found on the primary structure. The addition is delineated from the plane of the primary structure by creating a distinct separation from the historic structure
9. Compliance with Guideline 3.3.3. Materials and details are derived from the primary structure and extended to the addition. Architectural elements are simplified, particularly where the rhythm of windows is applied to wall facades that have interior spaces that do not require openings
10. Compliance with Guideline 4.7.1. Physical connection to the historic building is limited to the pedestrian bridge connecting to the elevator addition
11. Compliance with Guideline 4.7.2. Rather than providing ramps, lifts, stairs and fire doors, these elements are replaced with a building entrance that appropriately fronts Pollock Street
12. Compliance with Guideline 4.7.3. Based on a preservation assessment, historic building compatibility is achieved by reinterpreting specific fenestration elements and utilizing similar masonry colors and shapes for the addition. Pockets of landscaping are introduced to soften and screen building utilities

Please place this item on the agenda for the forthcoming regular meeting of November 17, 2021.

Sincerely,



Darden J. Eure, III, AIA, NCARB

eure@mbfarchitects.com

MBF Architects, P.A.



317-C Pollock Street | New Bern, NC 28560 | 252.637.6373 | mbfarchitects.com



BB&T is now Truist
66-112/531



16200

11/04/2021

PAY TO THE
ORDER OF

City of New Bern

\$ **107.00

One Hundred Seven and 00/100*****

DOLLARS

City of New Bern
300 Pollock Street
New Bern, NC 28560

MEMO

Cert of Appropriateness - City Hall Annex


AUTHORIZED SIGNATURE

⑈000 16 200⑈ ⑆053 10 1 1 2 1⑆000 5 2960 27 26 1⑈

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:

300 Pollock Street

(address, city, zip code)

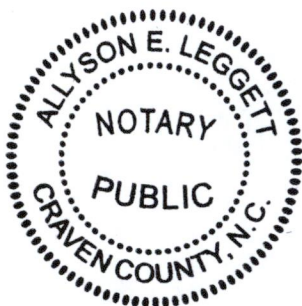
I hereby authorize MBF Architects, P.A. to appear with my consent, before the City of New Bern Historic Preservation Commissioner in order to request a Certificate of Appropriateness for the property referenced above.

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:

300 Pollock Street

Phone (252) 639-7500



Foster Hughes

Owner's Signature

Foster Hughes, City Manager

Print Name

October 27, 2021

Date

Sworn to and subscribed before me this 27th day of October, 2021.

Allyson E. Leggett
Notary Public:

My commission expires: May 4, 2026

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D

City Hall Elevator Annex

CERTIFICATE OF APPROPRIATENESS

300 POLLOCK STREET
NEW BERN, CRAVEN COUNTY

C

SYMBOL LEGEND

6"

DIMENSIONS SHOWN THUSLY ARE TO THE FACE OF THE ELEMENT BEING DIMENSIONED (WALL, FRAME, ETC.)

101A

DOOR DESIGNATION

ROOM DESIGNATION

00

WINDOW DESIGNATION

11

WALL TYPE

0

COLUMN LINE

Name

Elevation

ELEVATION DESIGNATION

1

SIM

A101

SECTION MARK

1

SIM

A101

ENLARGED PLAN/DETAIL MARK

N

ACTUAL NORTH

PROJECT NORTH

NOTE: LEGEND APPLIES TO ALL ARCHITECTURAL SHEETS

B3 SITE LOCATION
SCALE: 1" = 100'-0"

INDEX OF DRAWINGS - COA		
SHEET NUMBER	PLATE NO	SHEET NAME
1 OF 12	AG001	TITLE SHEET
2 OF 12	AH101	SITE PLAN - DEMOLITION
3 OF 12	AH102	SITE PLAN - CONSTRUCTION
4 OF 12	AH201	ELEVATIONS
5 OF 12	AH202	ELEVATIONS
6 OF 12	AH203	ELEVATIONS
7 OF 12	AH301	WINDOW DETAILS
8 OF 12	AH302	WINDOW DETAILS
9 OF 12	AH303	WINDOW DETAILS
10 OF 12	AH305	ARCH DETAILS
11 OF 12	AH306	MASONRY DETAILS
12 OF 12	AH304	WINDOW DETAILS

mbf

architects pa

317-C Pollock Street | New Bern, NC 28560
252.637.6373 | mbfarchitects.com

City Hall Elevator Annex

City of New Bern

300 Pollock Street
New Bern, Craven County

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REVISIONS	#	DATE	DESCRIPTION						

HPC COA

MBFA No: 1919
TITLE SHEET

AG001
SHEET 1 OF 12

A

1

2

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B

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4

5

DEMOLITION KEYNOTES

- 1

GENERAL LIMITS OF PROJECT
- 2

SAWCUT AND REMOVE THE IDENTIFIED PORTION OF CONCRETE CURB AT POLLOCK STREET
- 3

SAWCUT AND REMOVE THE IDENTIFIED PORTION OF CONCRETE CURB AT PARKING LOT
- 4

REMOVE SHRUB
- 5

MECHANICAL UNIT TO BE RELOCATED
- 6

ELECTRICAL DISTRIBUTION TO BE RELOCATED

7

REMOVE FLAG POLE AND FOOTING

8

REMOVE FLAG LIGHTING FIXTURE, CONCRETE PAD AND DISTRIBUTION

9

BARON VON GRAFFENRIED MEMORIAL BUST TO BE REMOVE AND RELOCATED

10

BRONZE MEMORIAL PLAQUE AND STONE FOUNDATION TO BE REMOVE AND RELOCATED

11

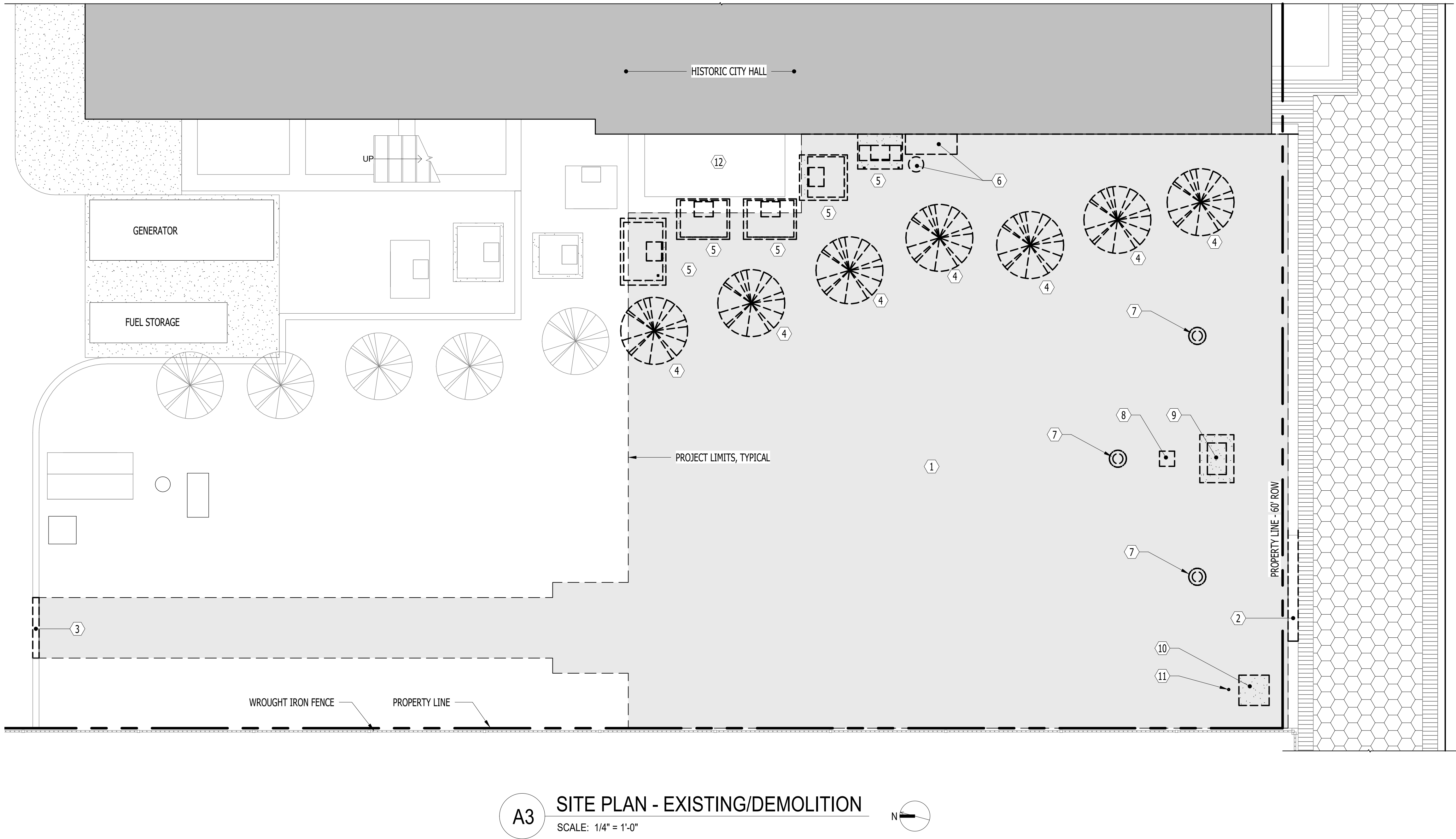
HISTORICAL MARKER AND POST TO BE REMOVE AND RELOCATED

12

REMOVE THIRD FLOOR FIRE ESCAPE LANDING AND STAIR

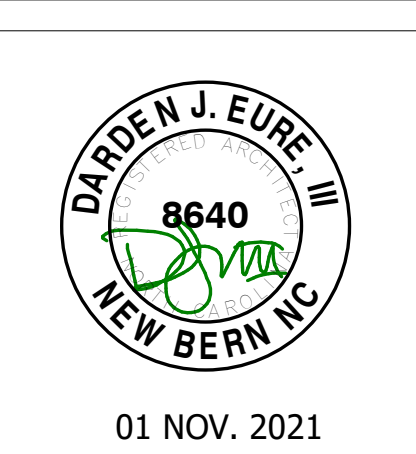
DEMOLITION LEGEND

- EXISTING SITE IMPROVEMENTS AND ELEMENTS TO REMAIN
- SITE IMPROVEMENTS, ELEMENTS AND EQUIPMENT TO BE REMOVED



REVISIONS	#	DATE	DESCRIPTION

HPC COA



MBFA No: 1919
SITE PLAN -
DEMOLITION

AH101
SHEET 2 OF 12

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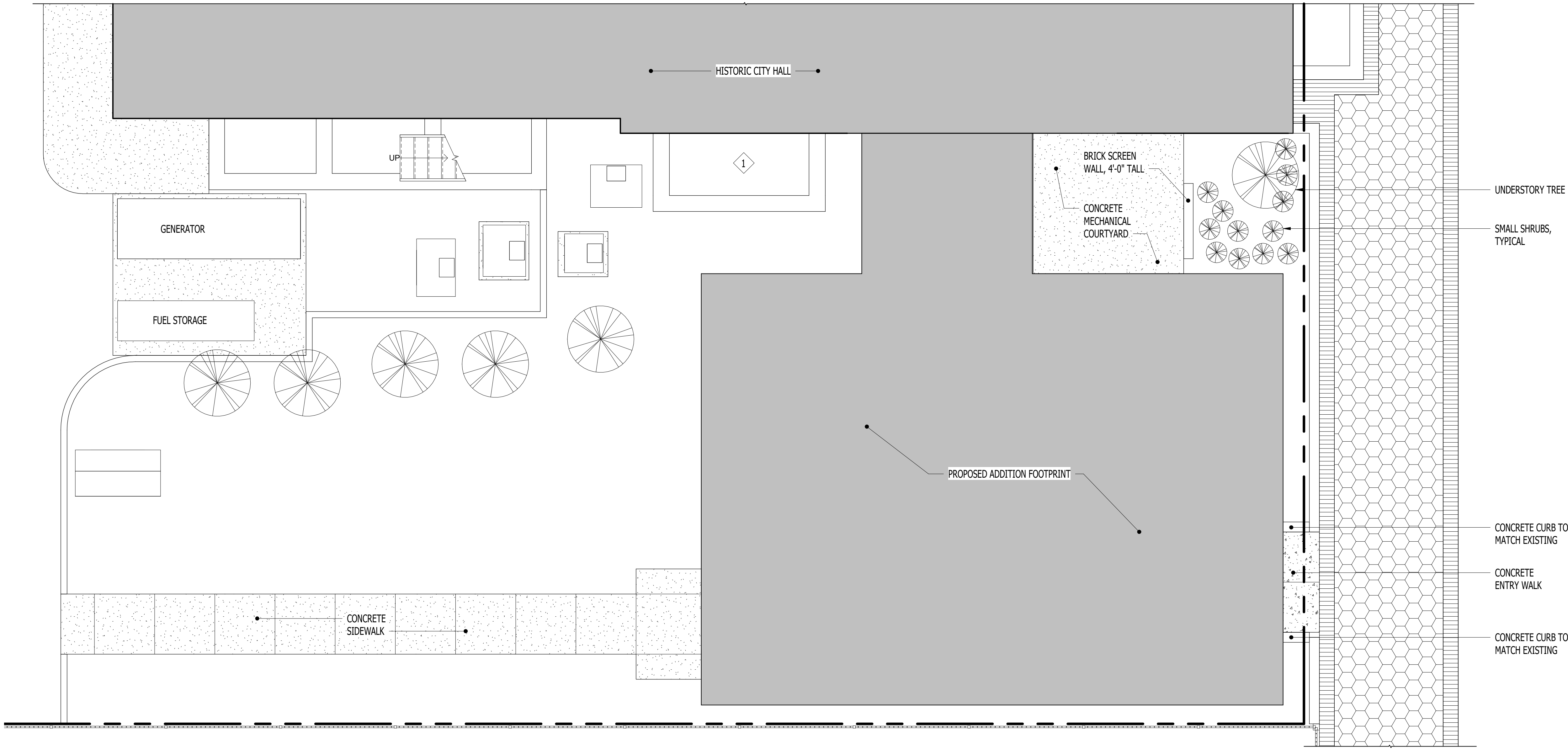
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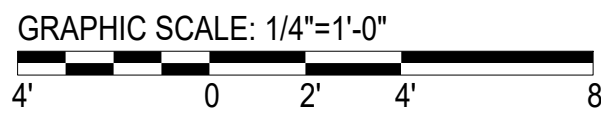
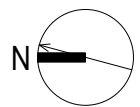
A

CONSTRUCTION KEYNOTES

1 REPAIR SECOND FLOOR FIRE ESCAPE BALUSTRADE TO MATCH



A3 SITE PLAN - CONSTRUCTION
SCALE: 1/4" = 1'-0"



City Hall Elevator Annex
City of New Bern
300 Pollock Street
New Bern, Craven County

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REVISIONS	#	DATE	DESCRIPTION

HPC COA



01 NOV. 2021



MBFA No: 1919
SITE PLAN -
CONSTRUCTION

AH102

SHEET 3 OF 12

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City Hall Elevator Annex
City of New Bern
300 Pollock Street
New Bern, Craven County

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REVISIONS	#	DATE	DESCRIPTION						

HPC COA



MBFA No: 1919
ELEVATIONS

AH201
SHEET 4 OF 12

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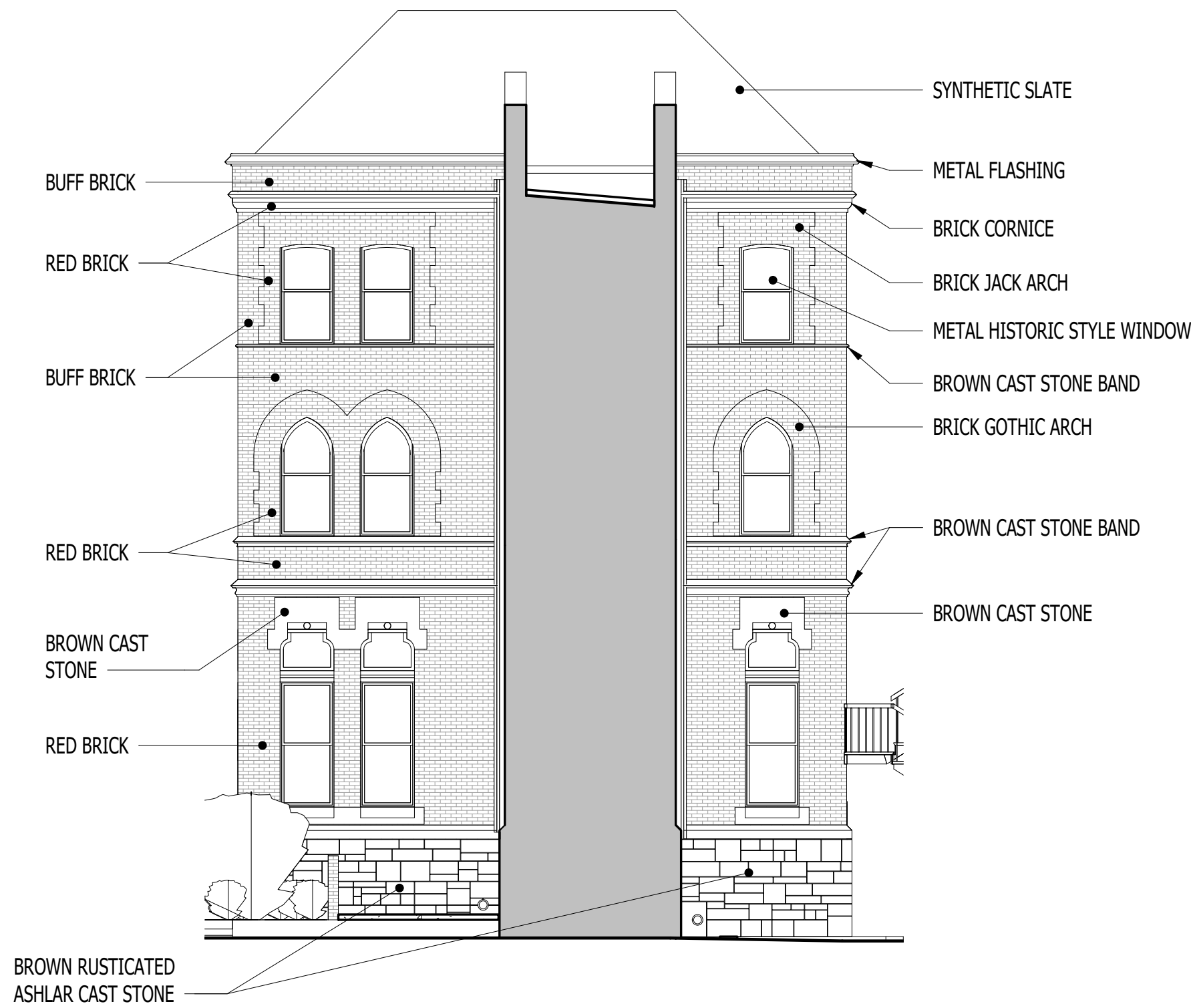
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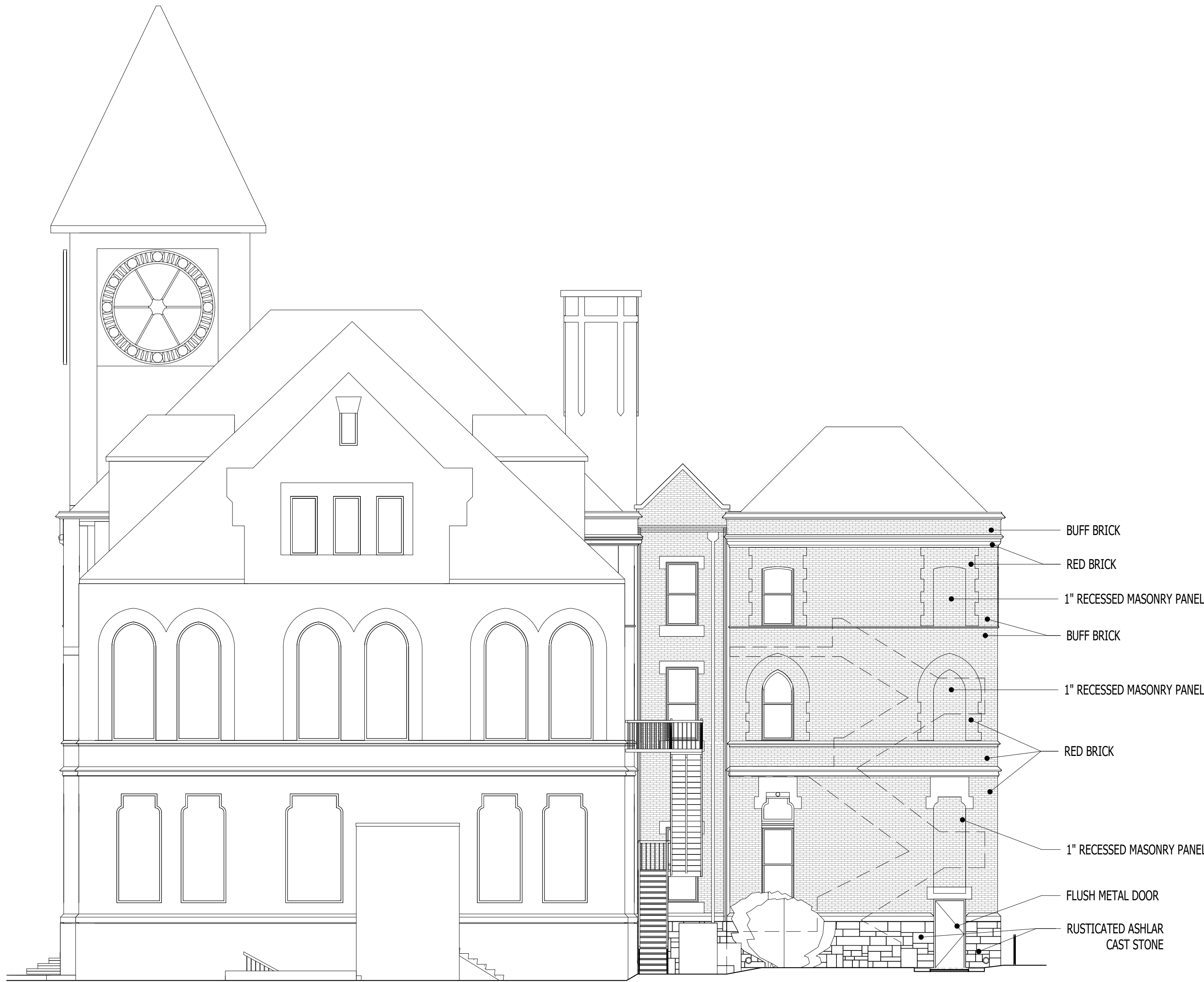
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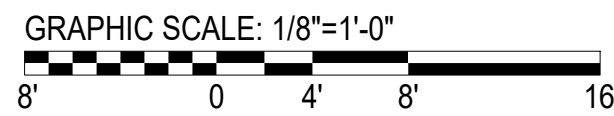
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A2 EAST ELEVATION
SCALE: 1/8" = 1'-0"



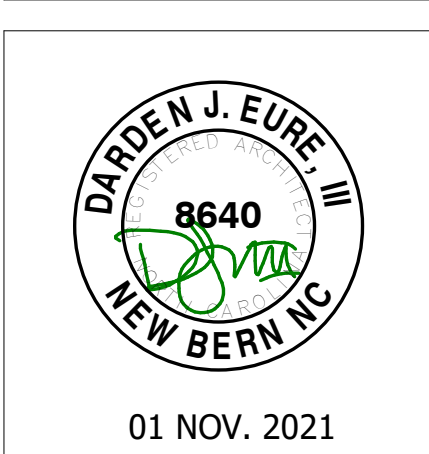
A4 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



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REVISIONS	#	DATE	DESCRIPTION

HPC COA



MBFA No: 1919
ELEVATIONS

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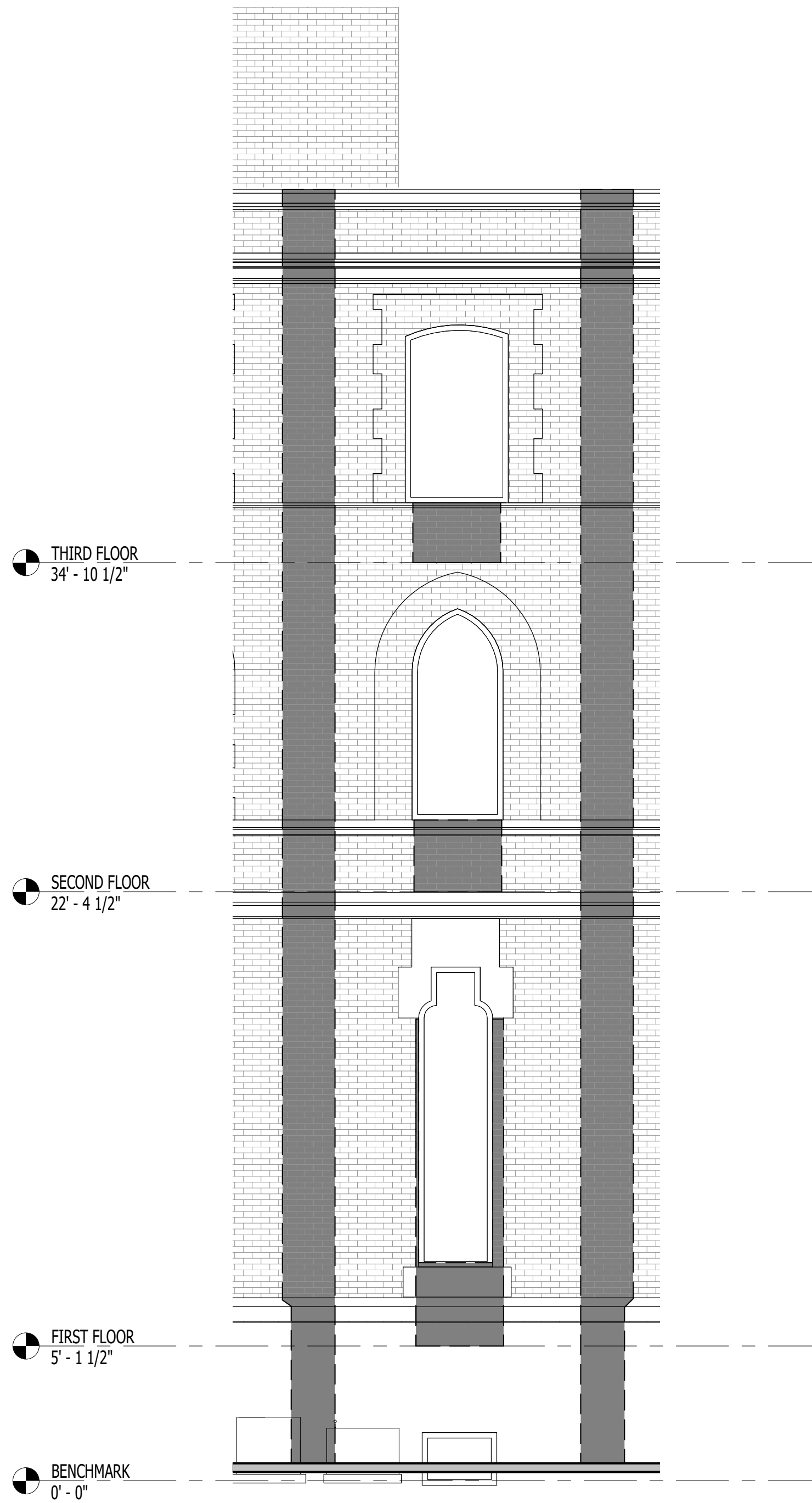
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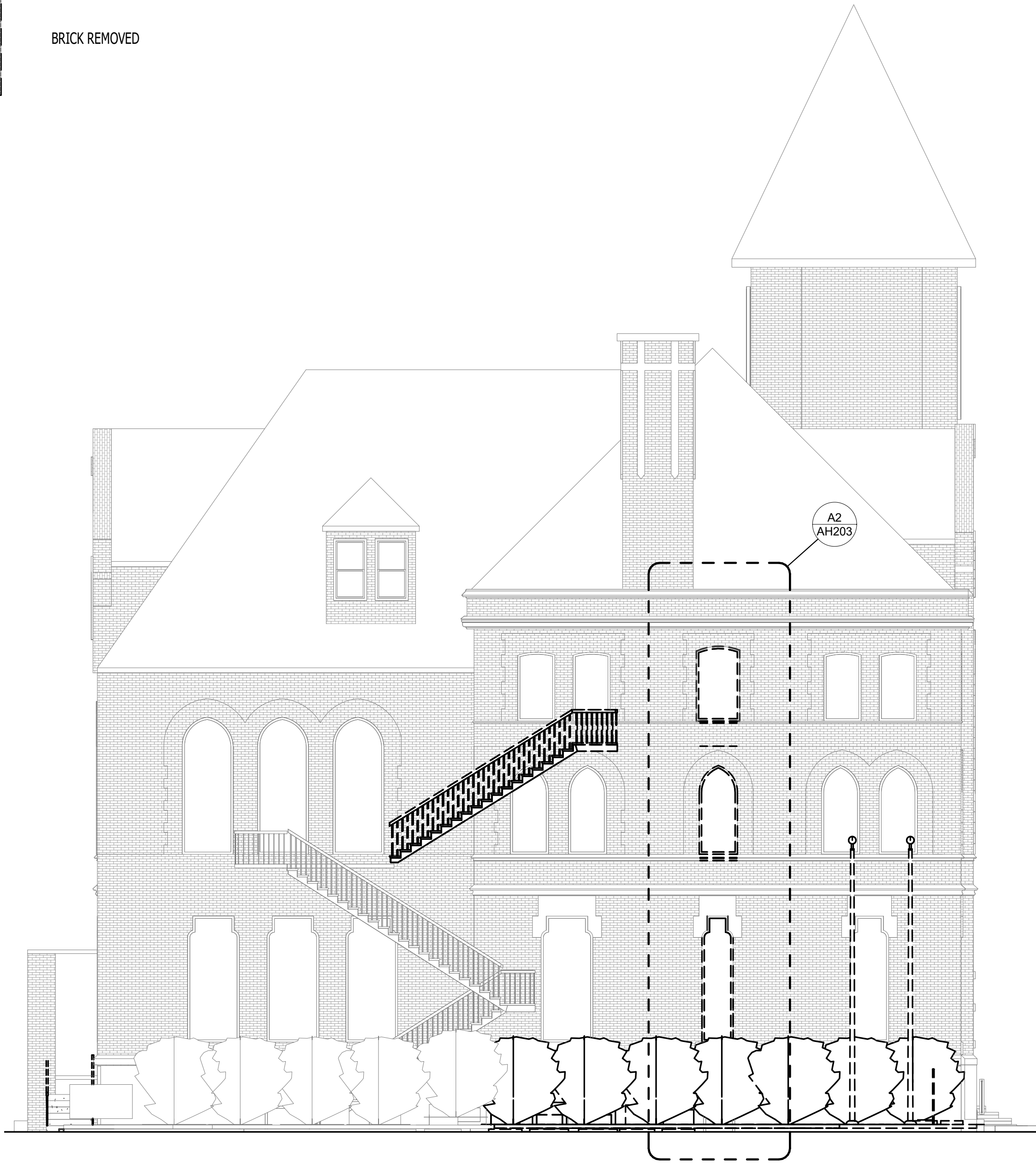
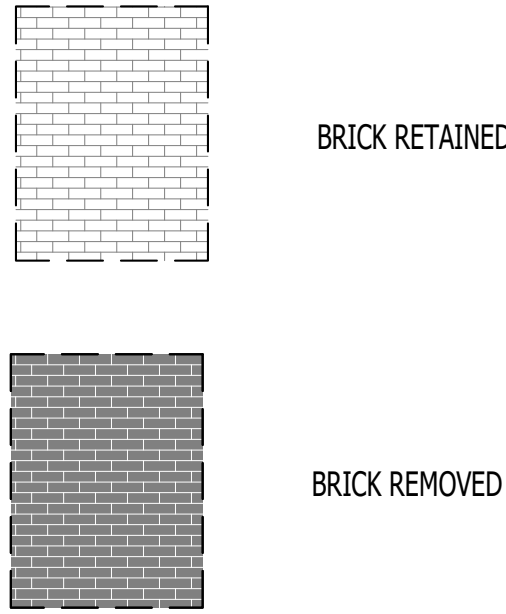
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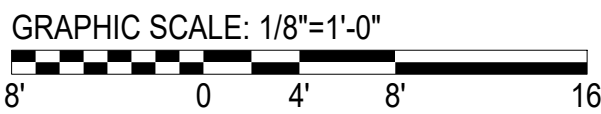
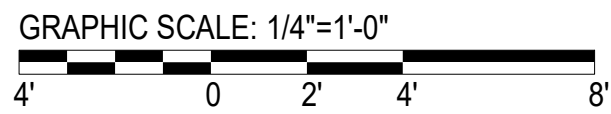


A2 DEMOLITION ELEVATION
SCALE: 1/4" = 1'-0"

DEMOLITION KEYNOTES



A4 WEST ELEVATION - EXISTING
SCALE: 1/8" = 1'-0"



City Hall Elevator Annex
City of New Bern
300 Pollock Street
New Bern, Craven County

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HPC COA



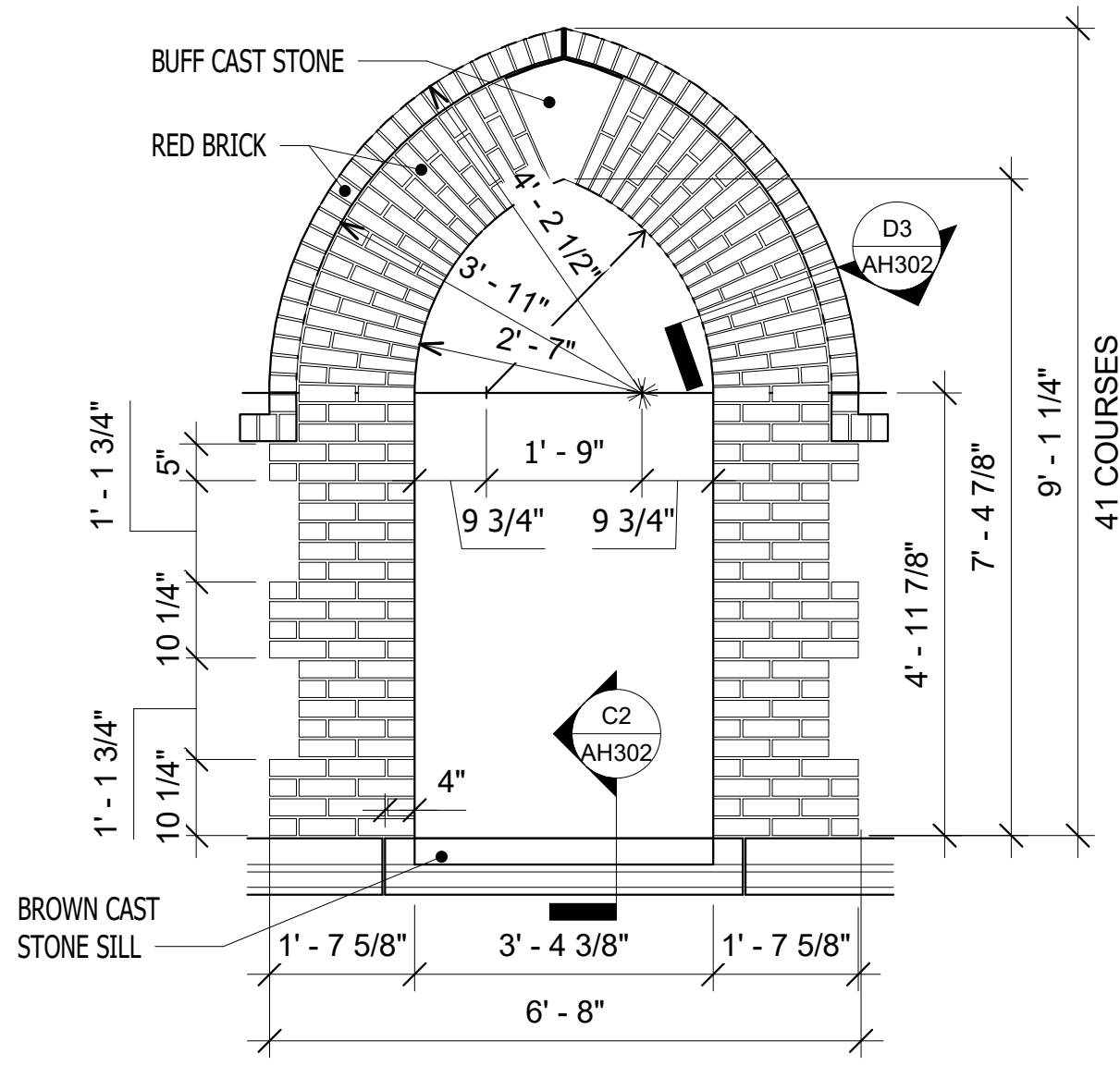
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ELEVATIONS

AH203
SHEET 6 OF 12

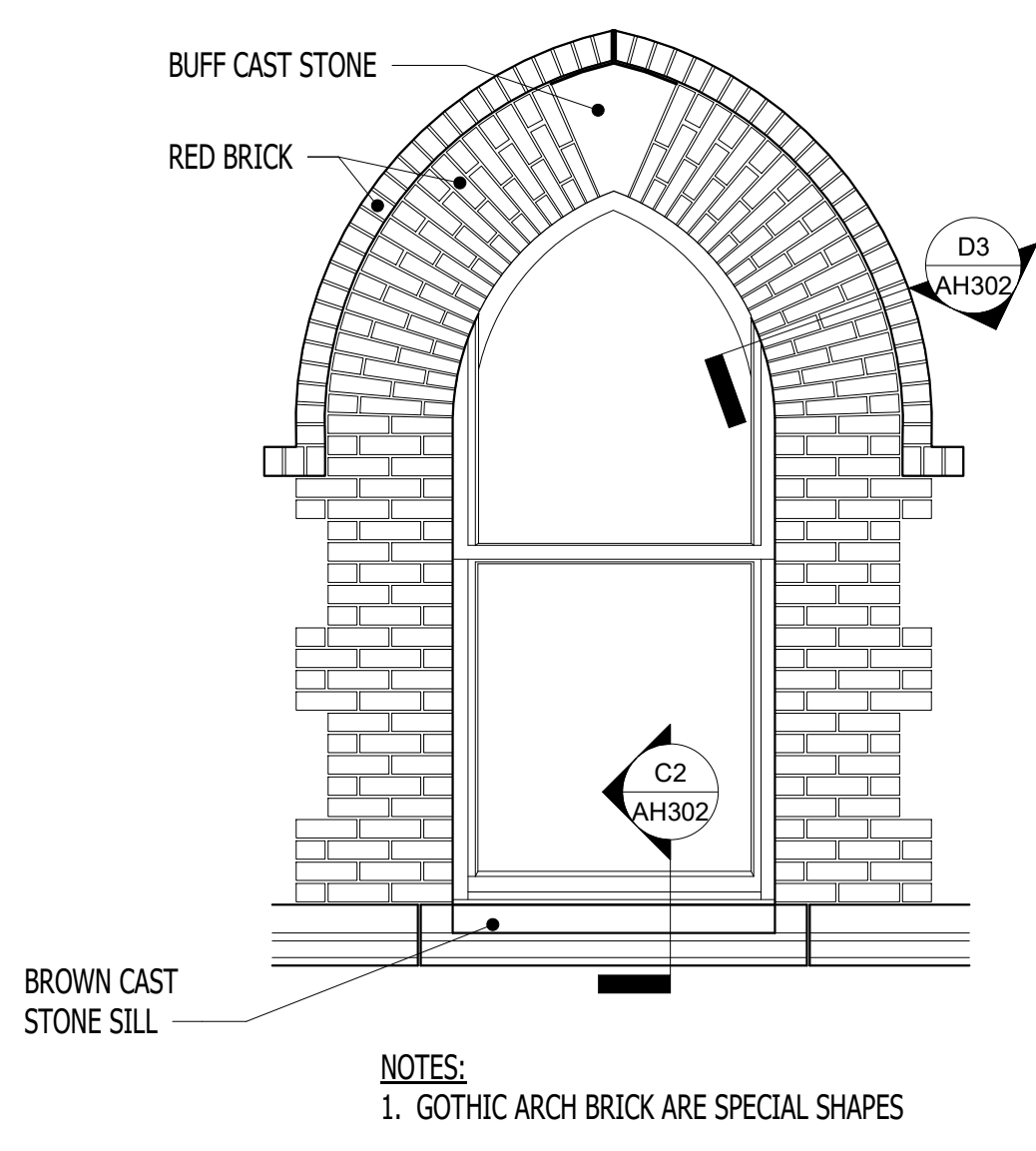
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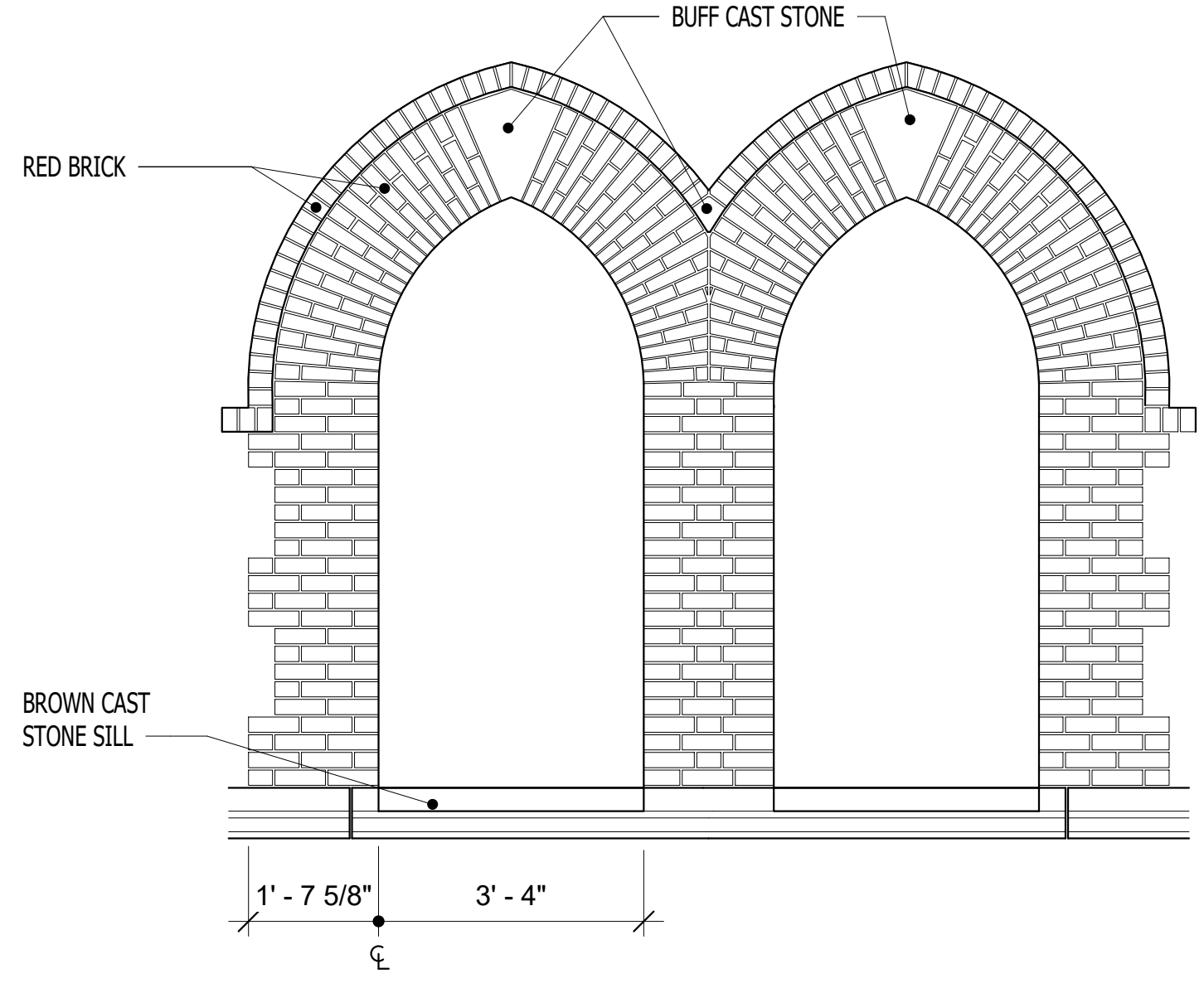
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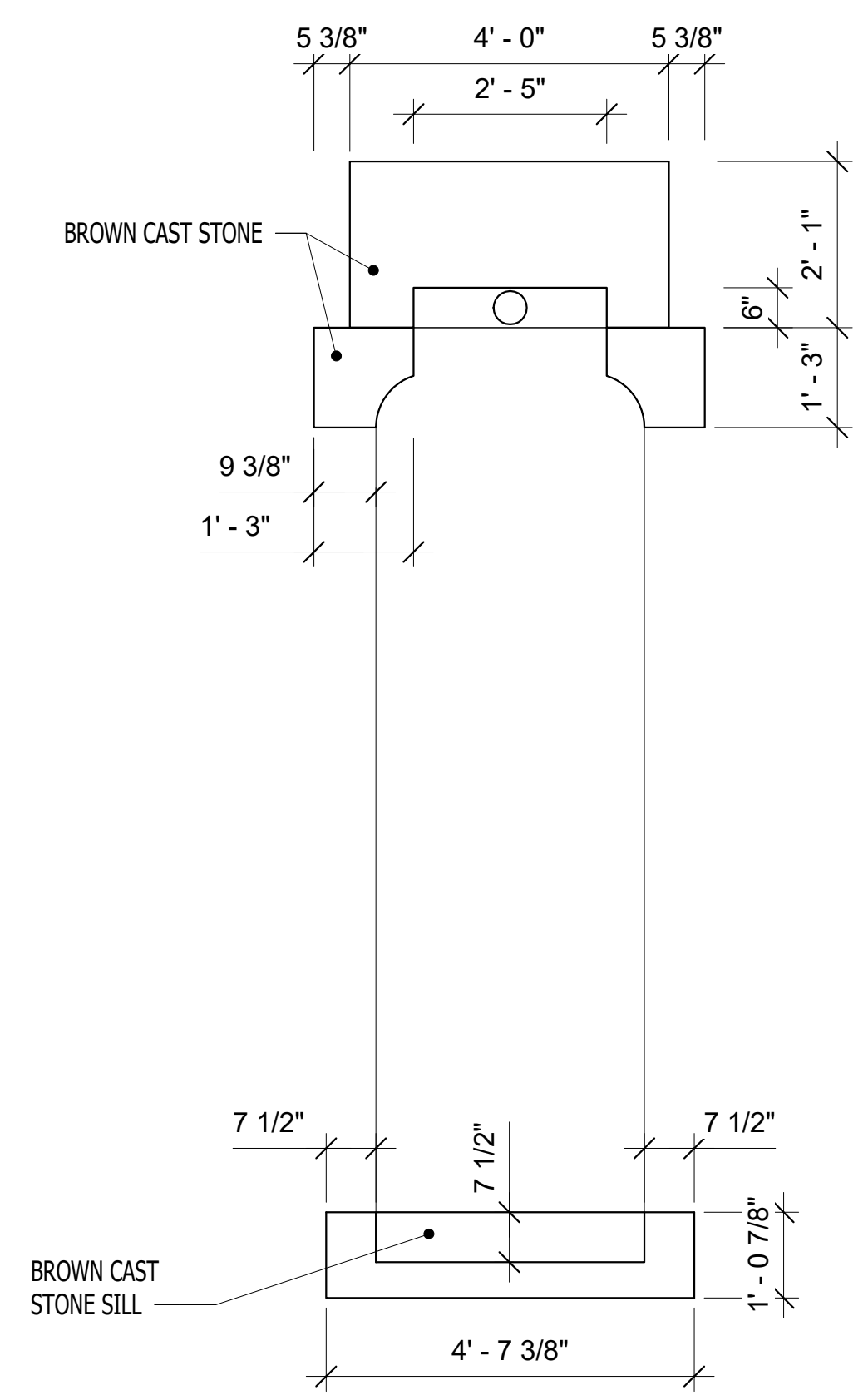
C1 SECOND FLOOR MASONRY DETAIL WITH DIMENSIONS
SCALE: 1/2" = 1'-0"



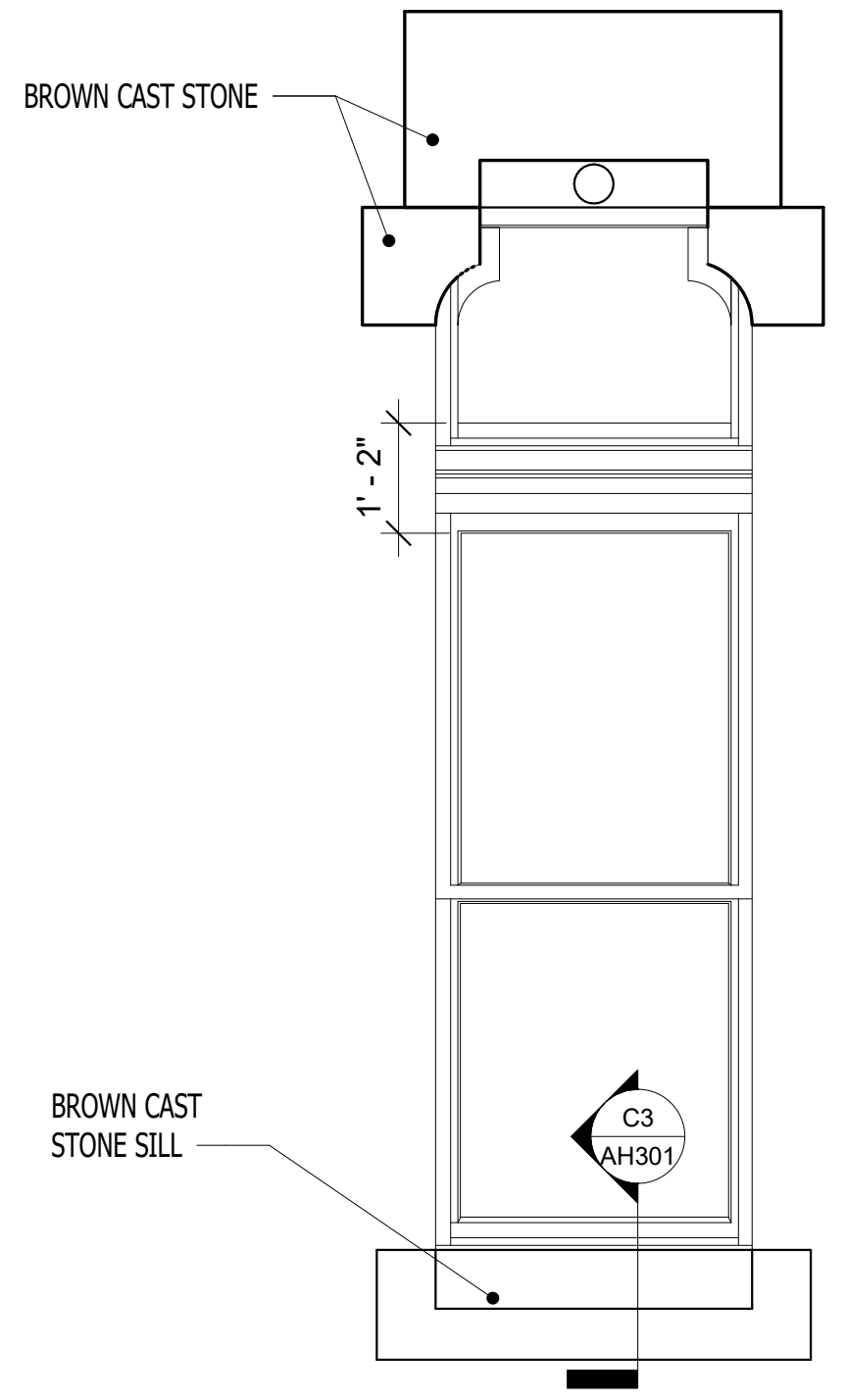
C3 SECOND FLOOR MASONRY DETAIL
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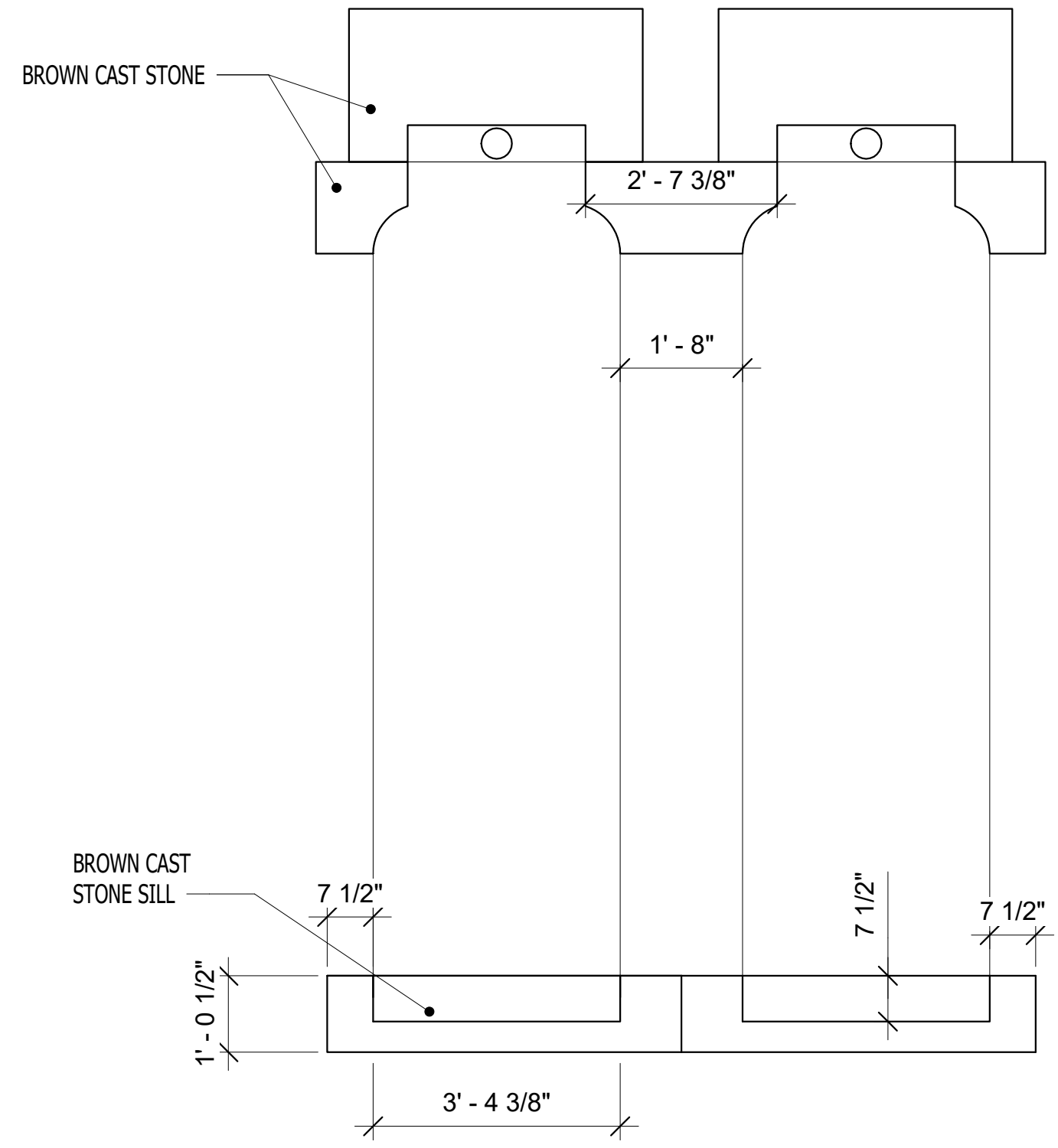
C5 SECOND FLOOR MASONRY DETAIL
SCALE: 1/2" = 1'-0"



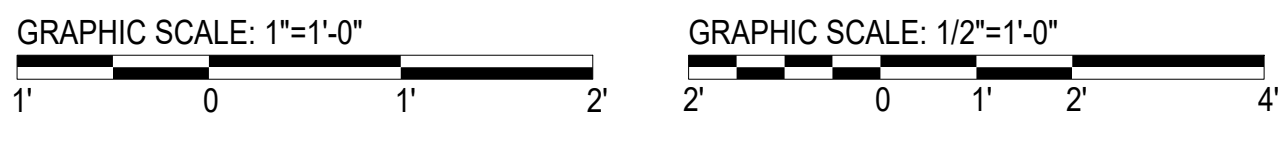
A1 FIRST FLOOR CAST STONE DETAIL WITH DIMENSIONS
SCALE: 1/2" = 1'-0"



A3 FIRST FLOOR CAST STONE DETAIL WITH DIMENSIONS
SCALE: 1/2" = 1'-0"



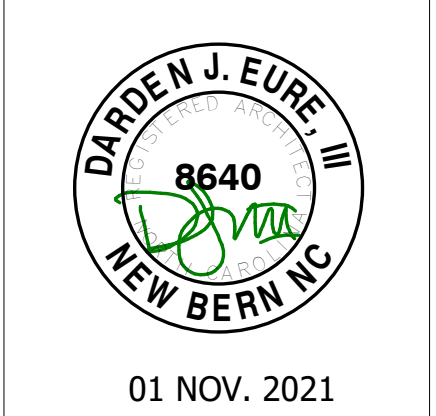
A5 FIRST FLOOR CAST STONE DETAIL WITH DIMENSIONS
SCALE: 1/2" = 1'-0"



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REVISIONS	#	DATE	DESCRIPTION

HPC COA

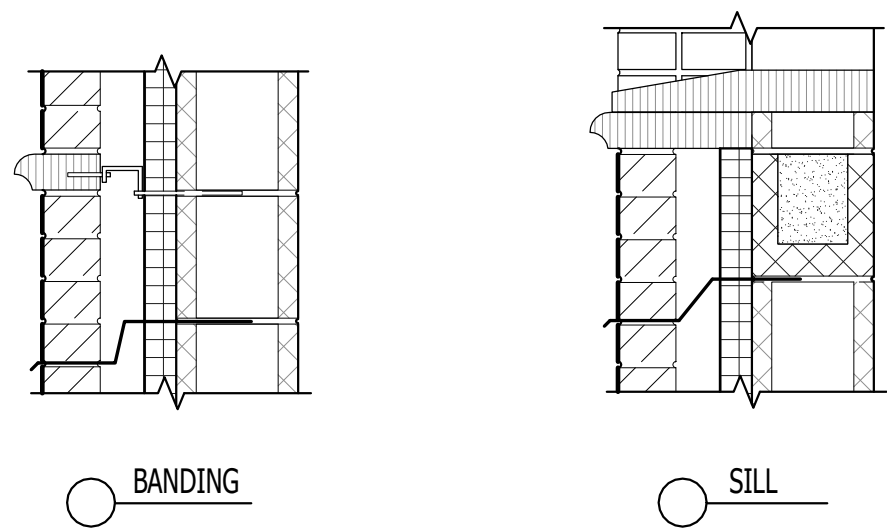


MBFA No: 1919
WINDOW DETAILS

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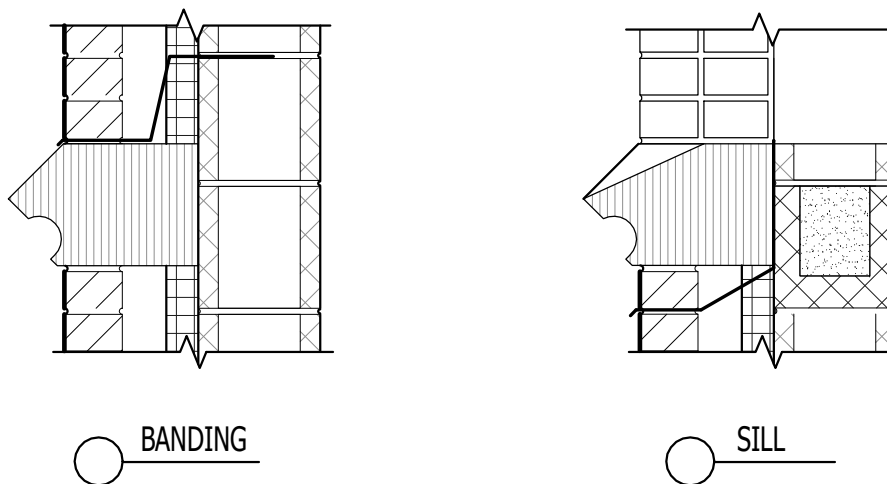
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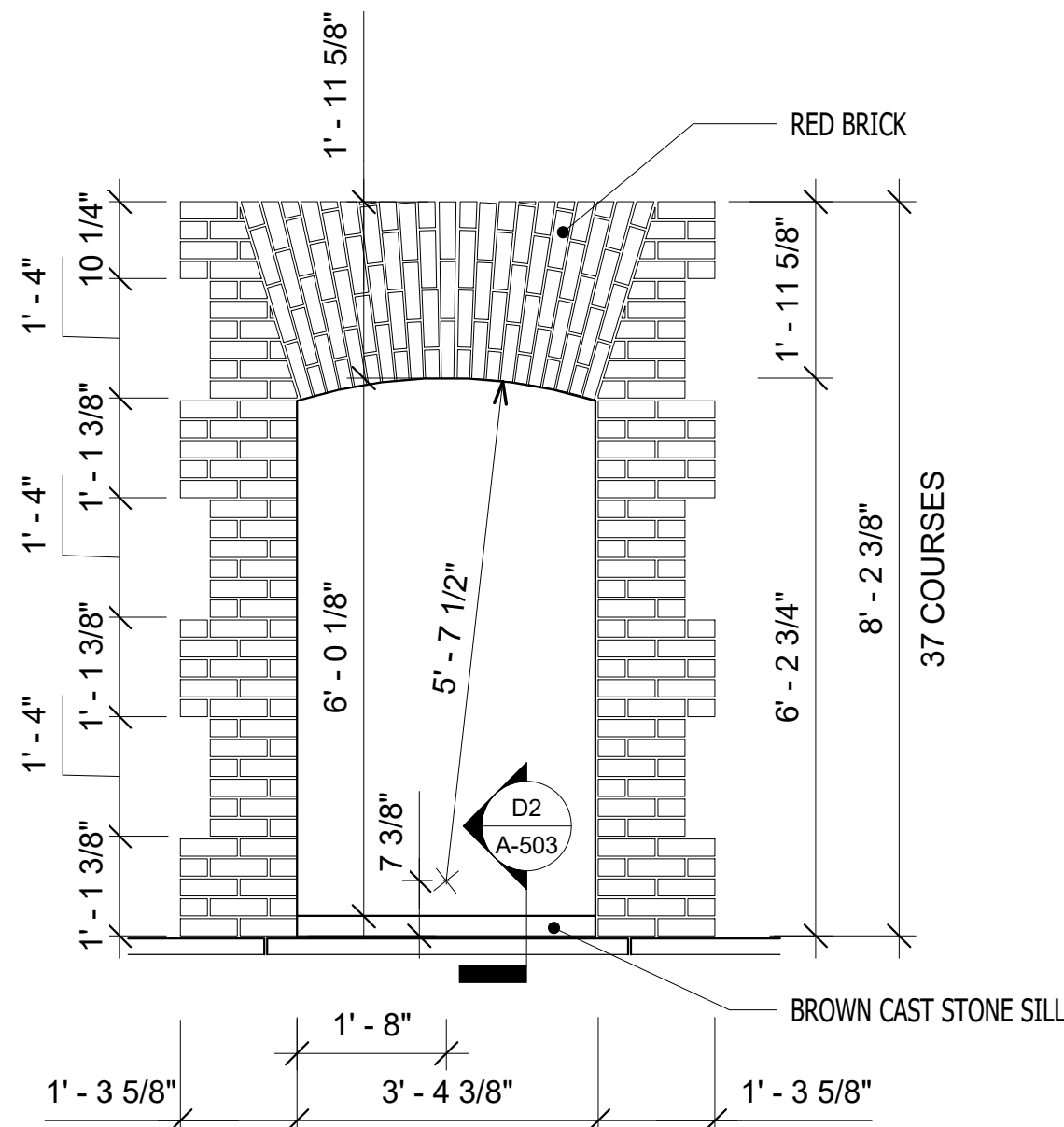
D2 CAST STONE DETAILS
SCALE: 1" = 1'-0"

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C2 CAST STONE DETAILS
SCALE: 1" = 1'-0"

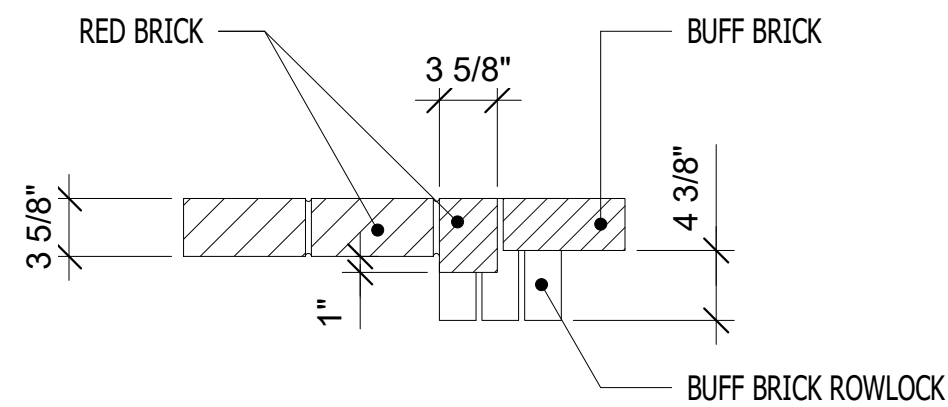
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A2 THIRD FLOOR MASONRY DETAIL WITH DIMENSIONS
SCALE: 1/2" = 1'-0"

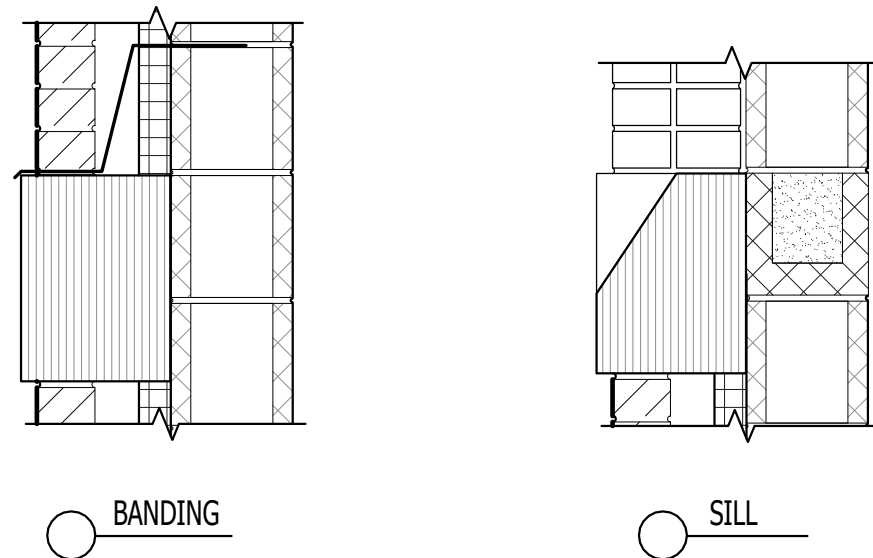
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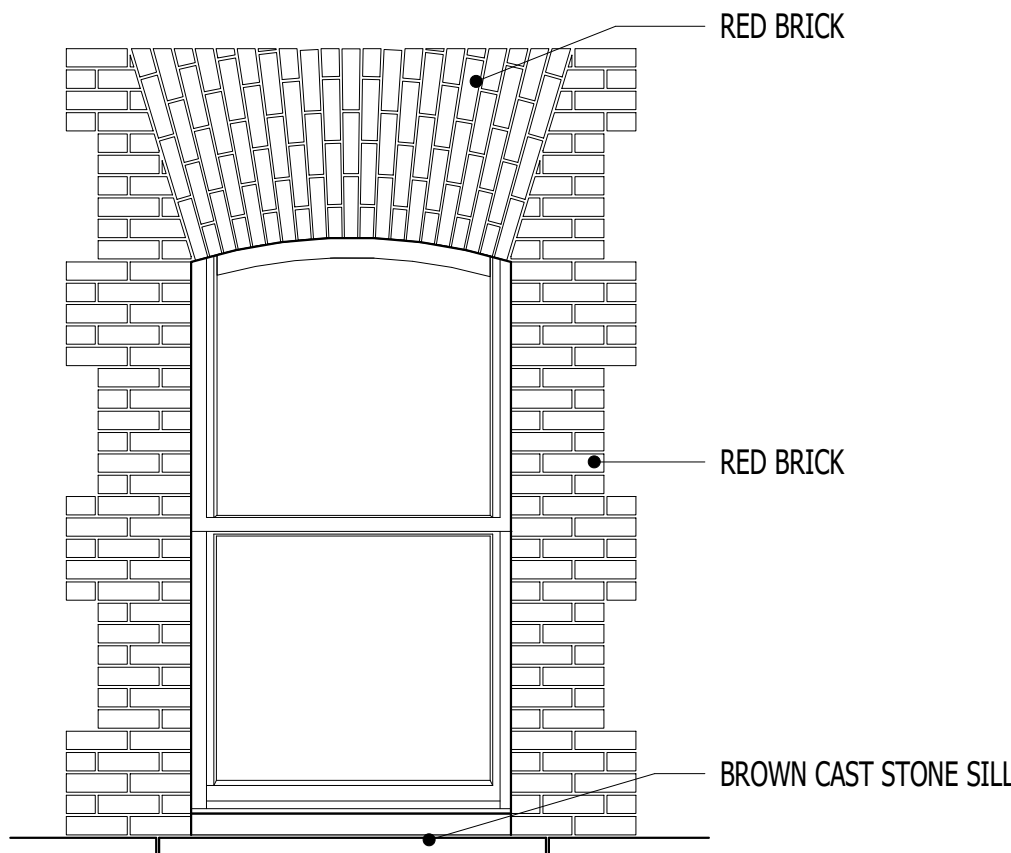


NOTES:
1. ROMAN ARCH IS SIMILAR, EXCEPT HORIZONTAL BRICK ROWLOCK IS RED

D3 HPC - SECOND FLOOR WINDOW SECTION
SCALE: 1" = 1'-0"



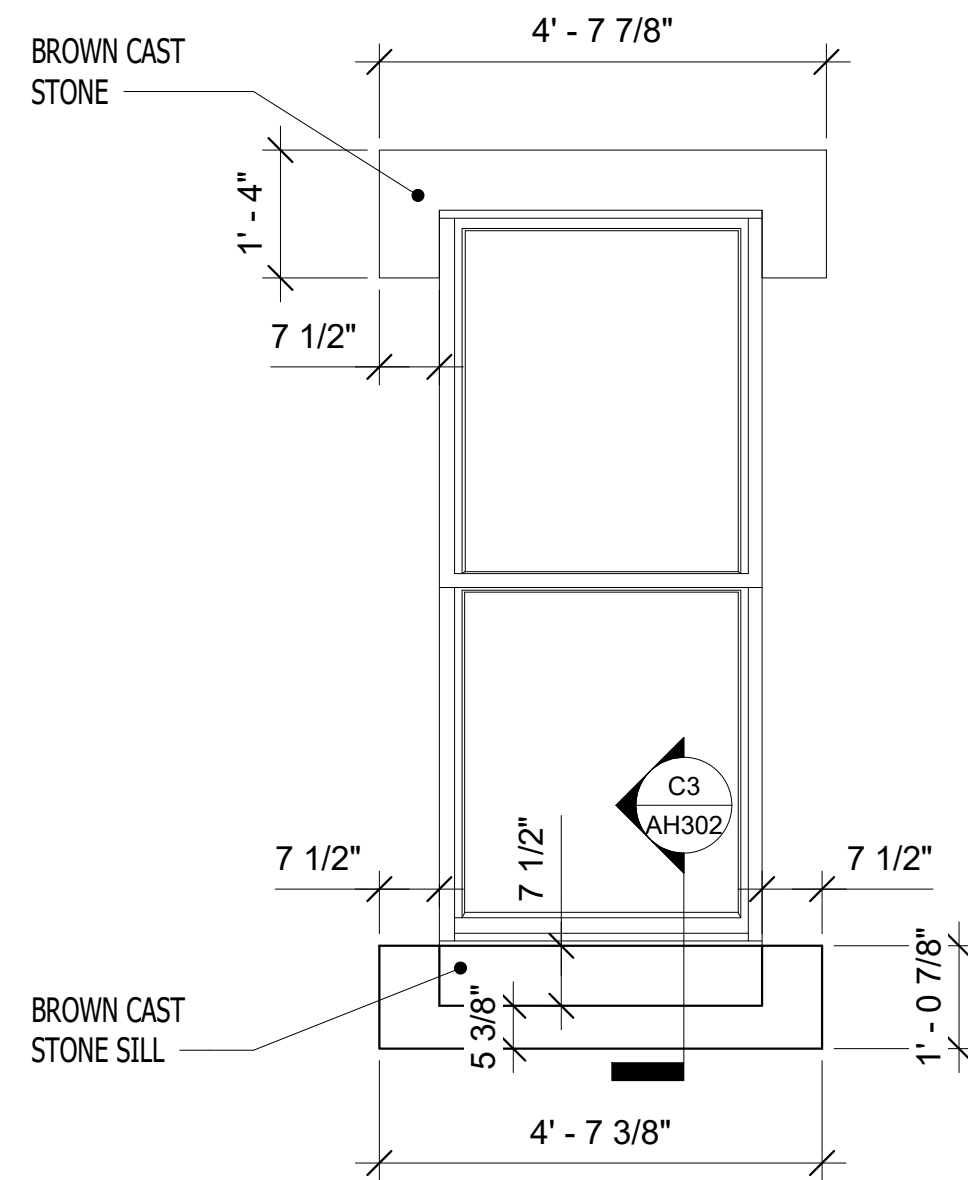
C3 CAST STONE DETAILS
SCALE: 1" = 1'-0"



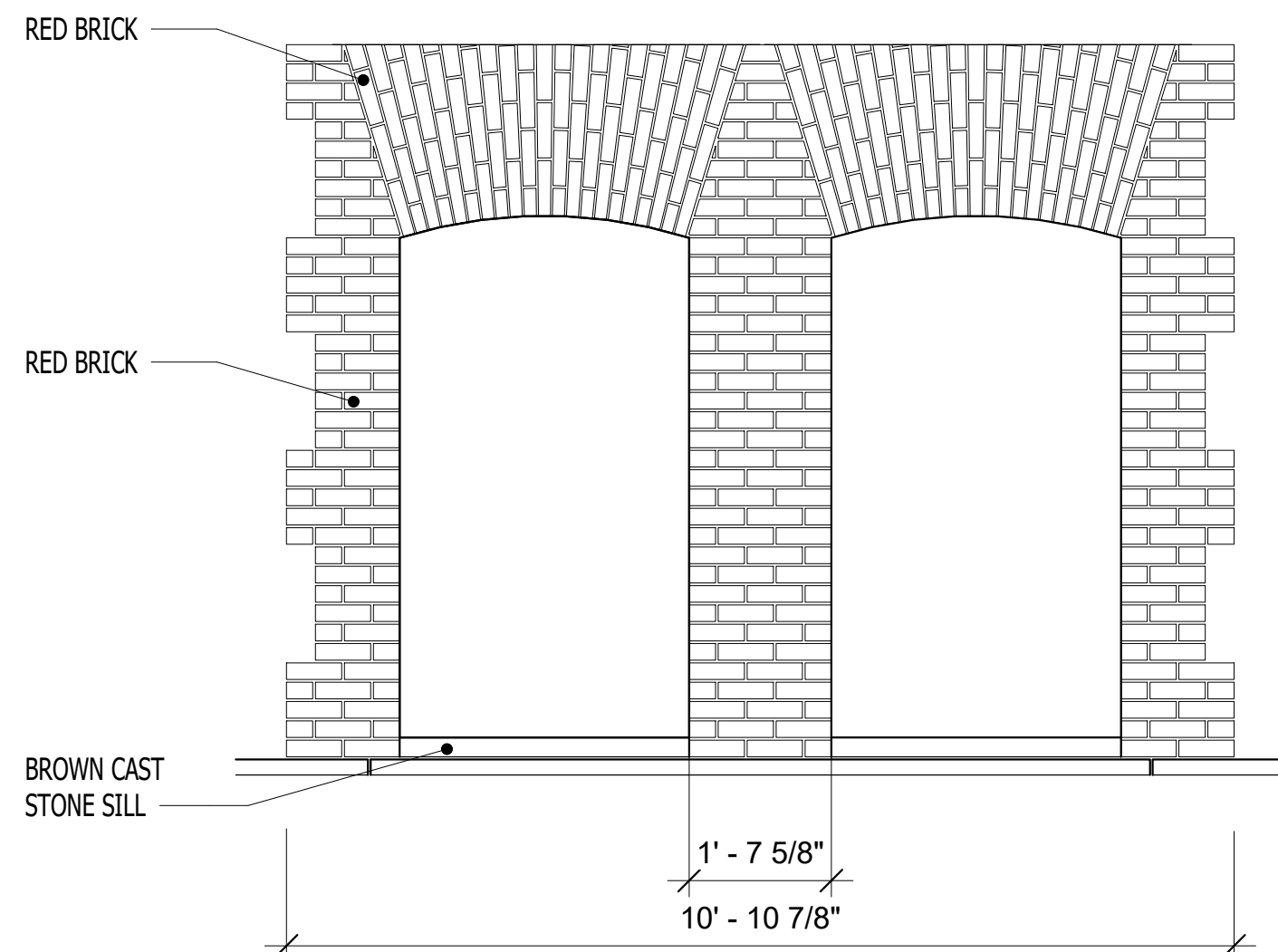
NOTES:
1. JACK ARCH BRICK ARE SPECIAL SHAPES

A3 HPC - THIRD FLOOR SINGLE WINDOW
SCALE: 1/2" = 1'-0"

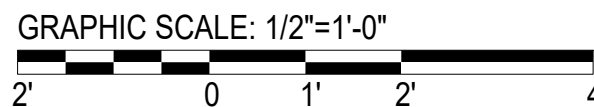
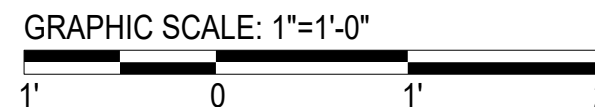
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C5 CONNECTION CAST STONE DETAIL WITH DIMENSIONS
SCALE: 1/2" = 1'-0"



A5 THIRD FLOOR MASONRY DETAIL
SCALE: 1/2" = 1'-0"



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REVISIONS	#	DATE	DESCRIPTION

HPC COA



01 NOV. 2021



MBFA No: 1919
WINDOW DETAILS

AH302

SHEET 8 OF 12

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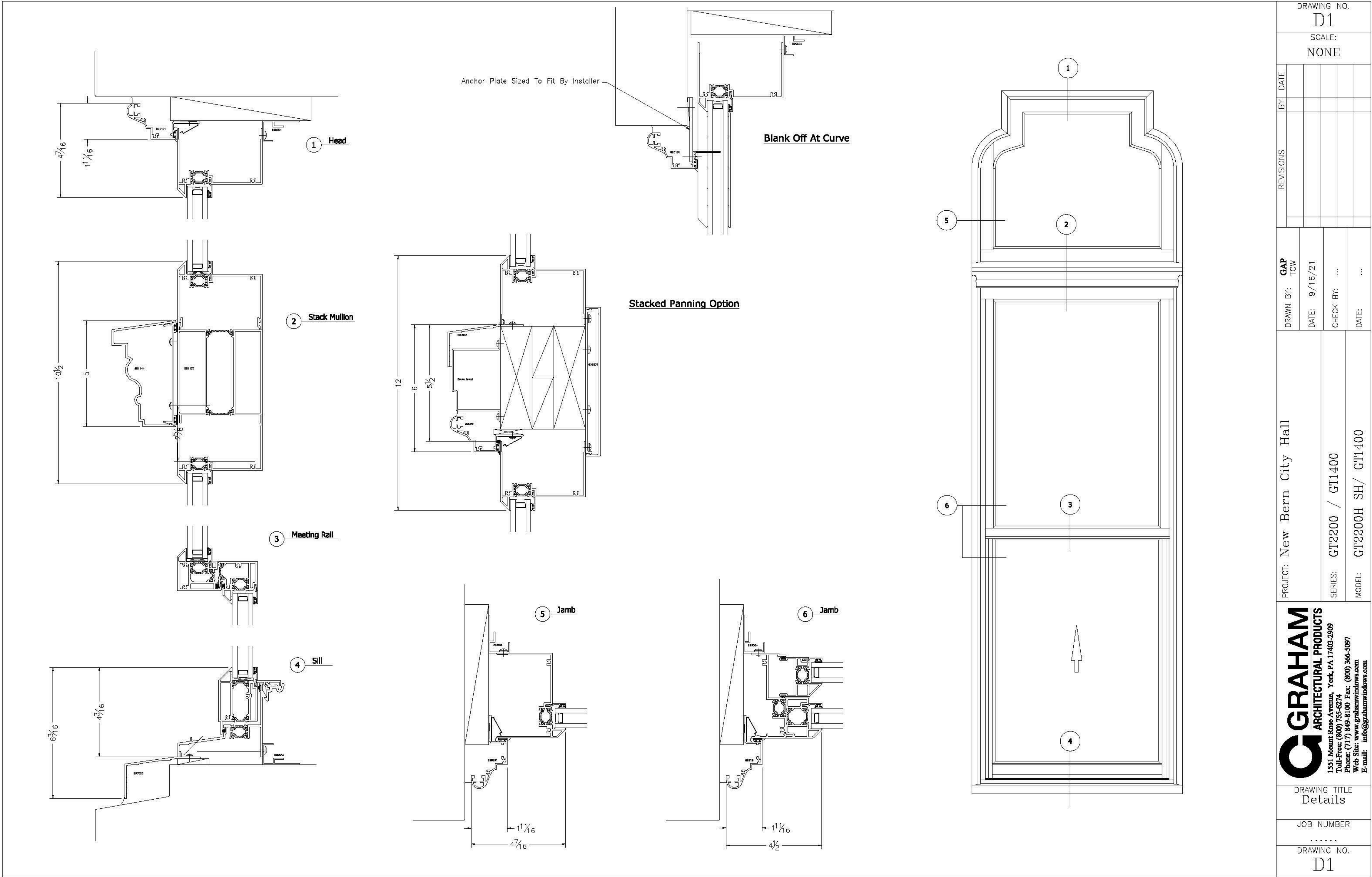
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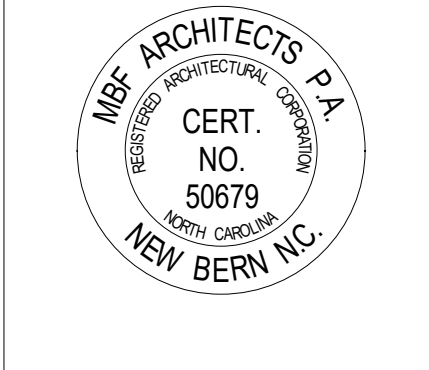
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HPC COA

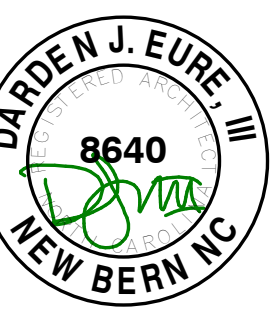


MBFA No: 1919
WINDOW DETAILS

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NOV. 2021

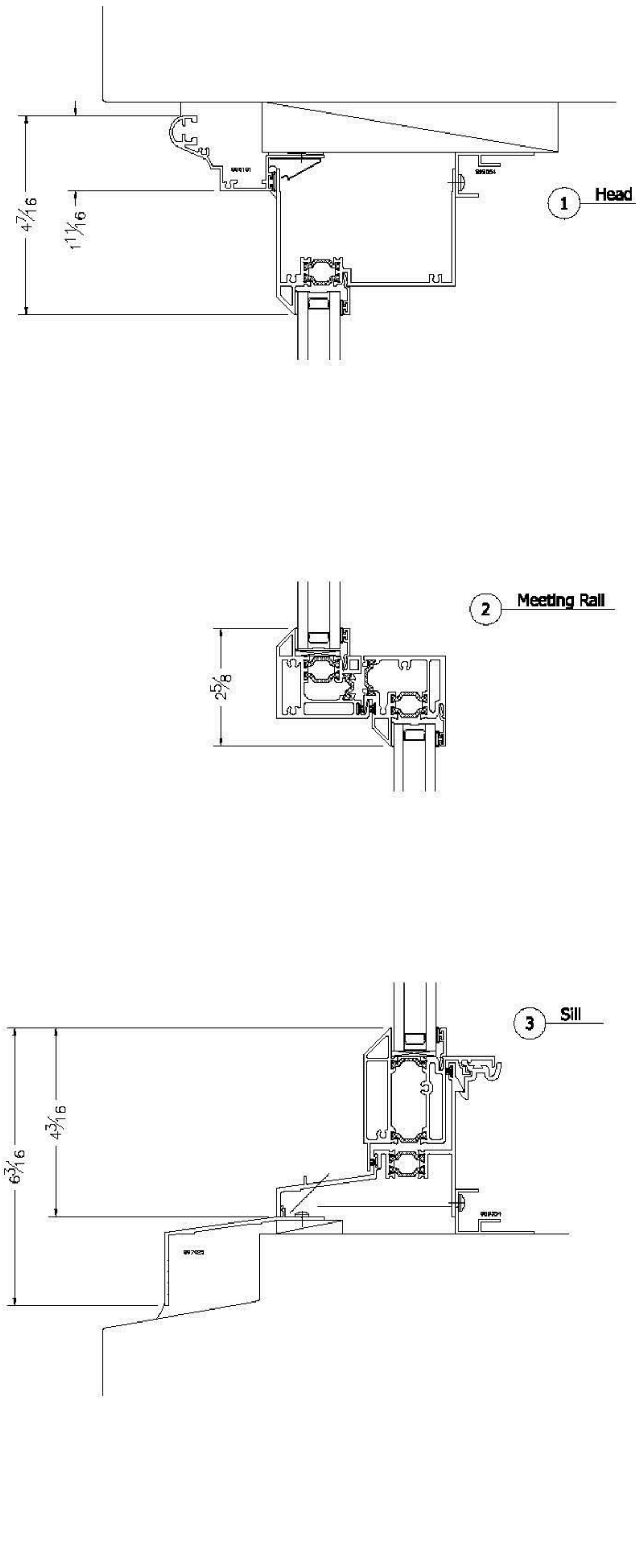
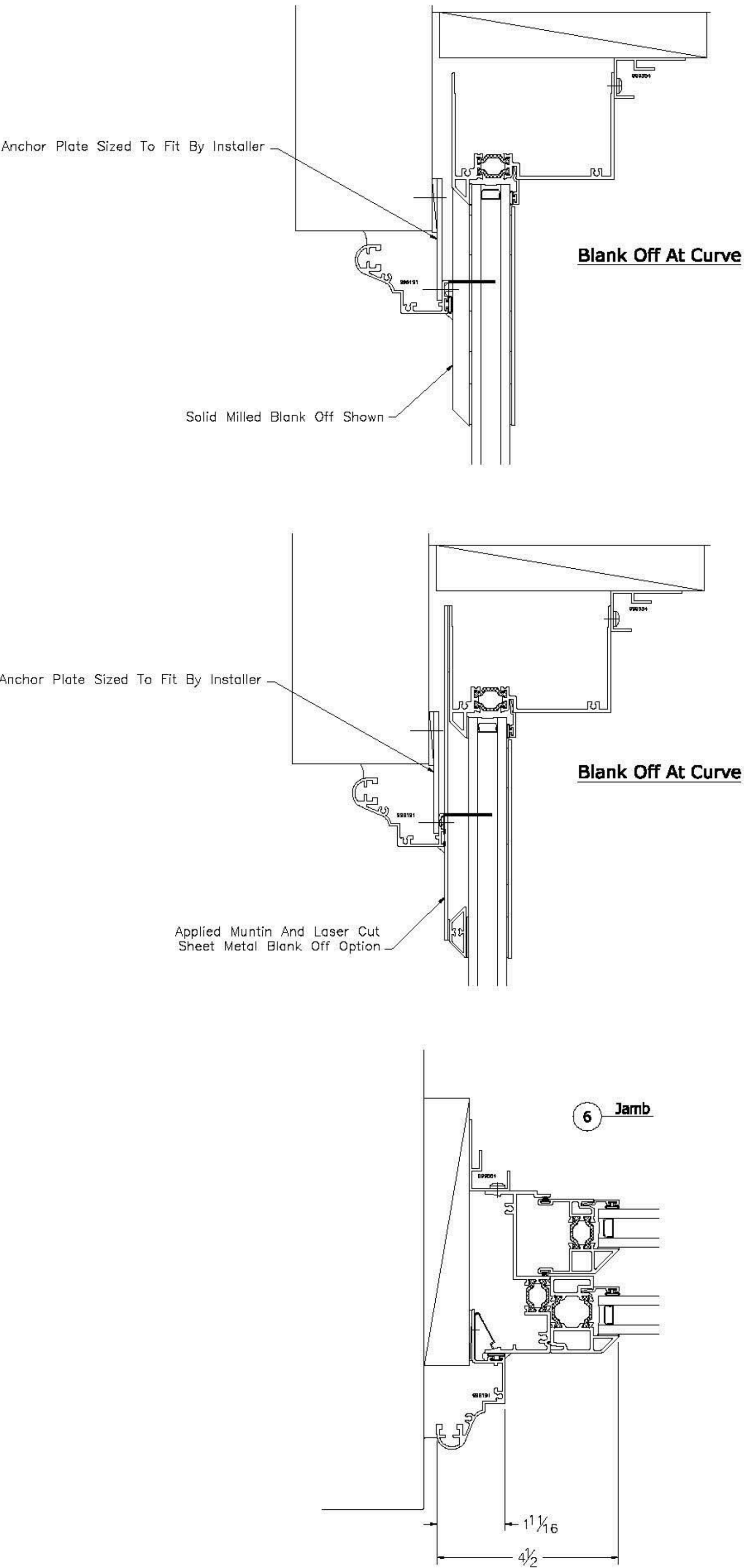
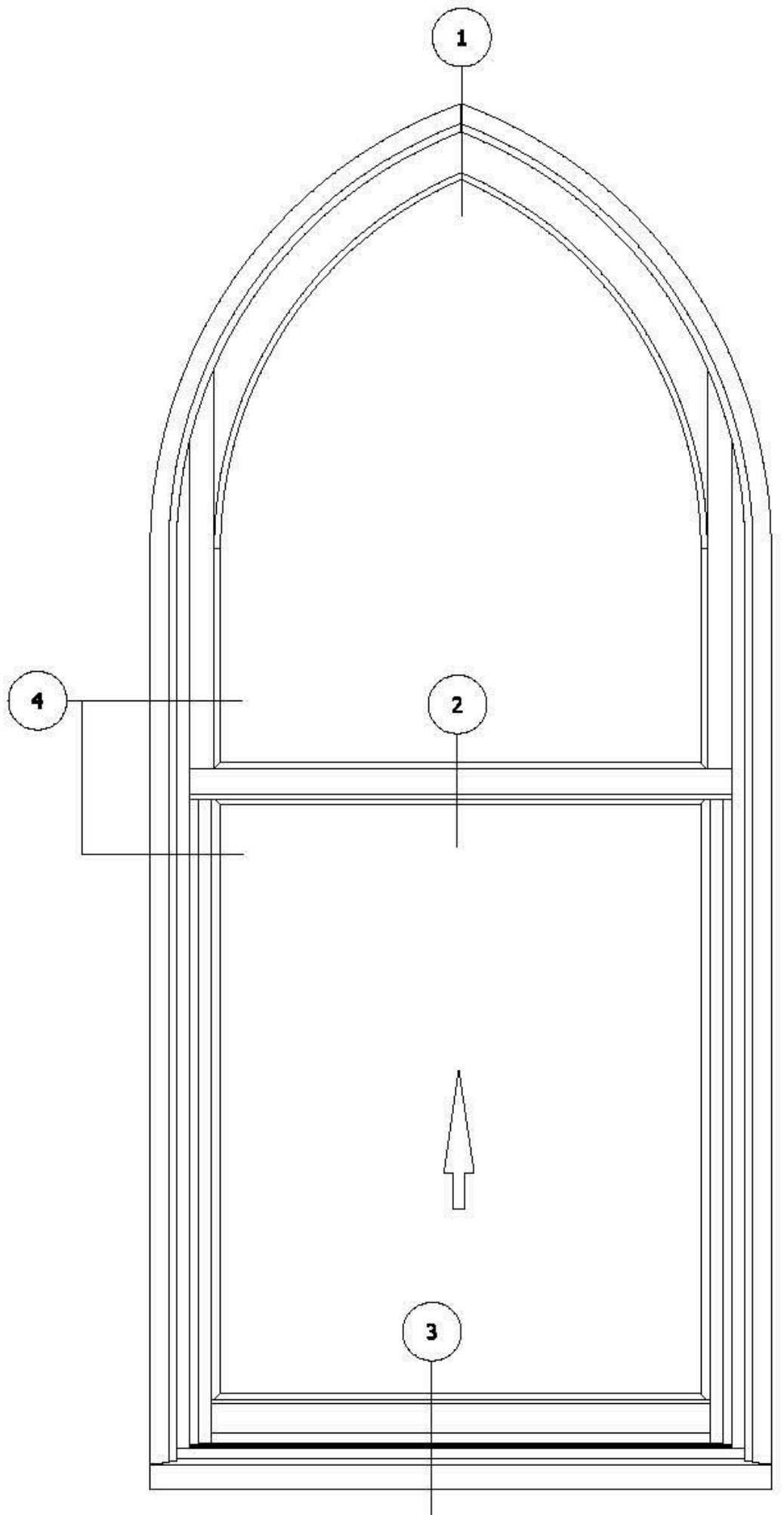


BFA No: 1919

WINDOW DETAILS

AH304

SHEET 10 OF 12



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REVISIONS	DESCRIPTION	
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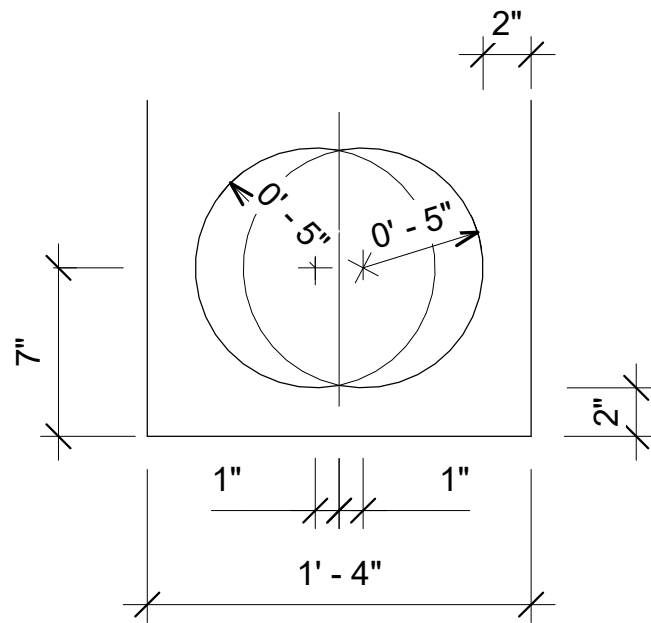


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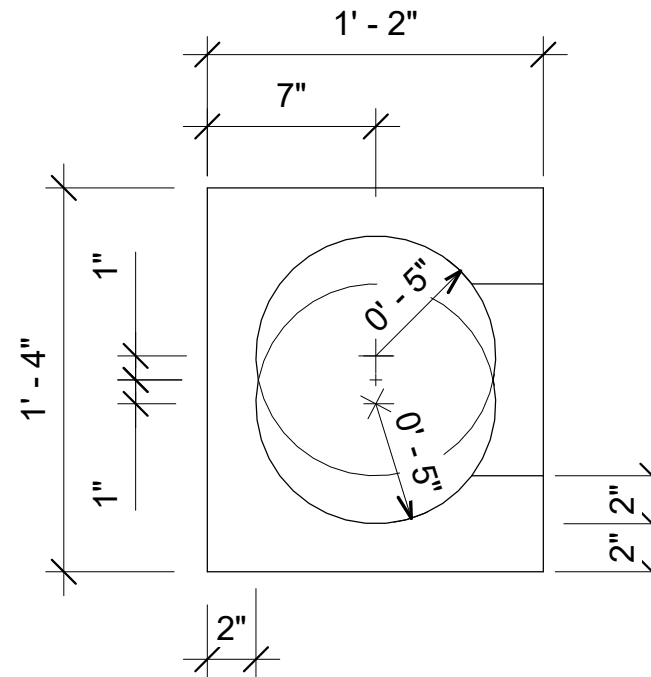
ARCH DETAILS

AH305

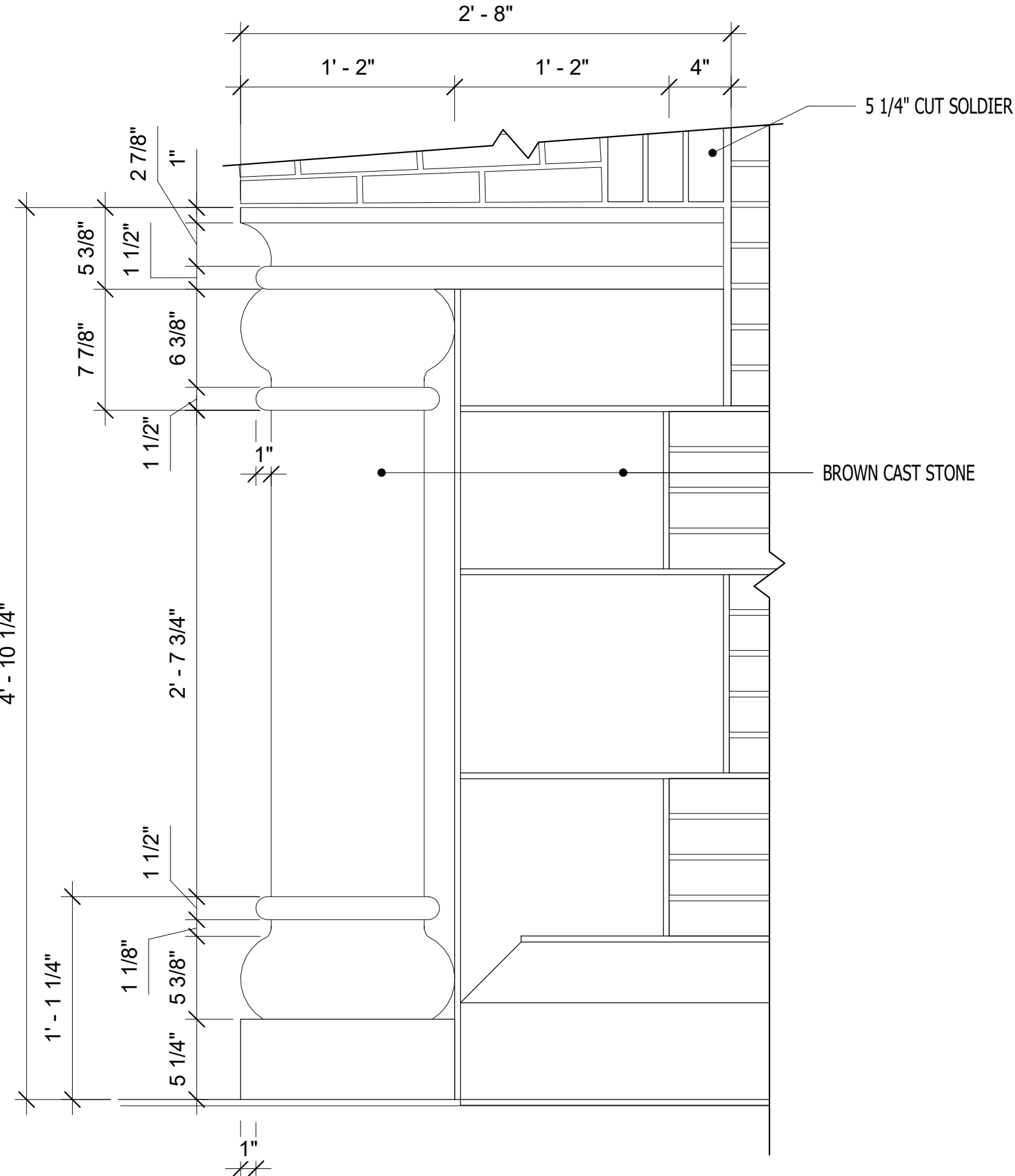
SHEET 11 OF 12



A1 CAST STONE COLUMN DETAIL
SCALE: 1 1/2" = 1'-0"



A2 CAST STONE COLUMN DETAIL
SCALE: 1 1/2" = 1'-0"



D3 HEAD
SCALE: NO SCALE



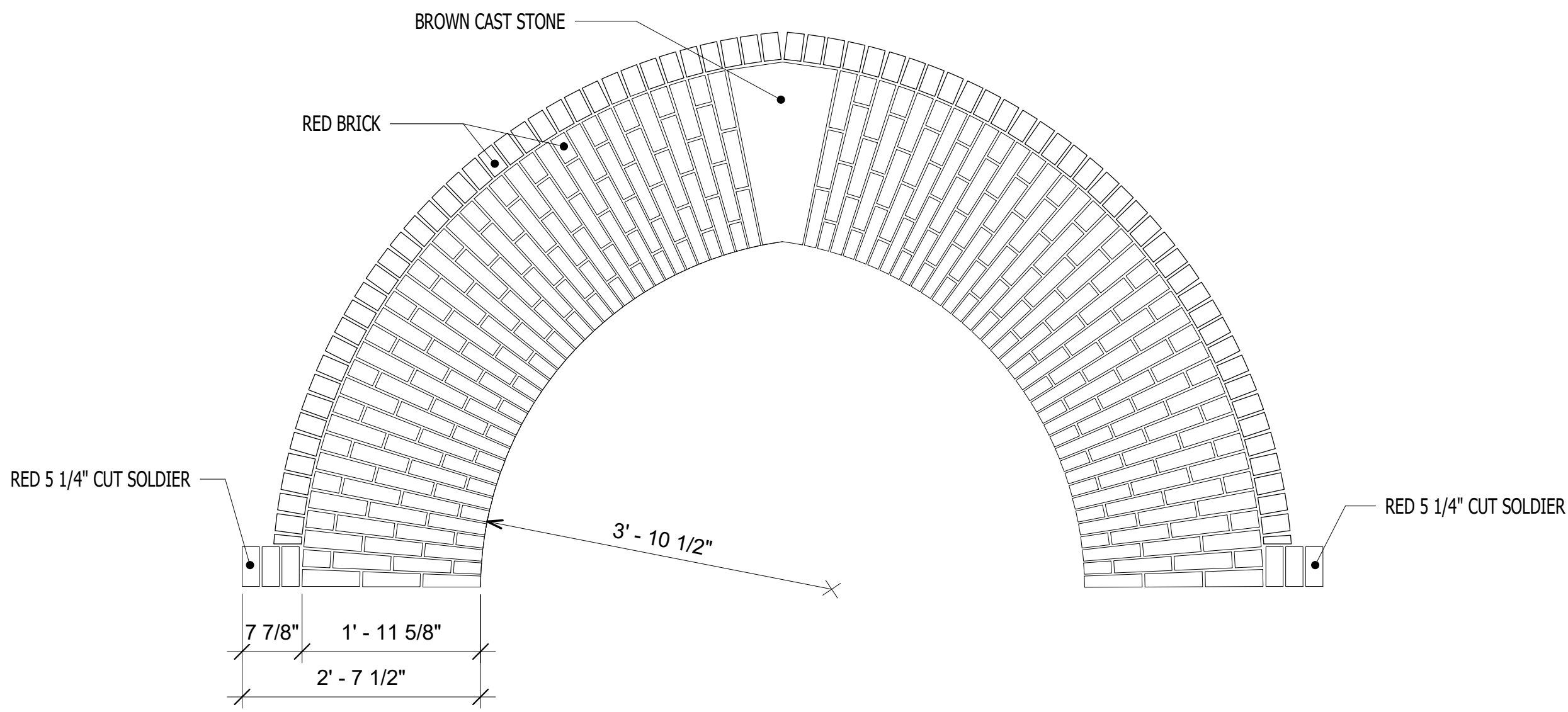
D4 JAMB
SCALE: NO SCALE

NOTES:

1. REFERENCE GRAHAM WINDOW DRAWING SHEETS



D5 SILL
SCALE: NO SCALE



A4 ENTRY ARCH BRIC
SCALE: 3/4" = 1'-0"

GRAPHIC SCALE: 1 1/2"=1'-0"

GRAPHIC SCALE: 3/4"=1'-0"

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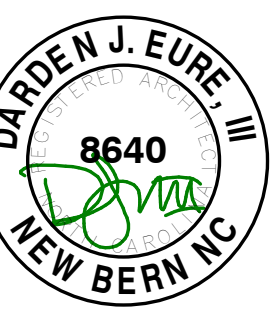
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City Hall Elevator A
City of New Bern
300 Pollock Street
New Bern, Craven County

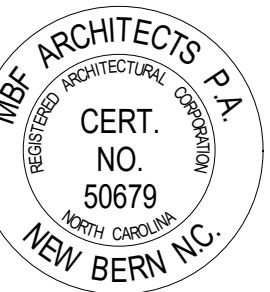
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1 NOV. 2021

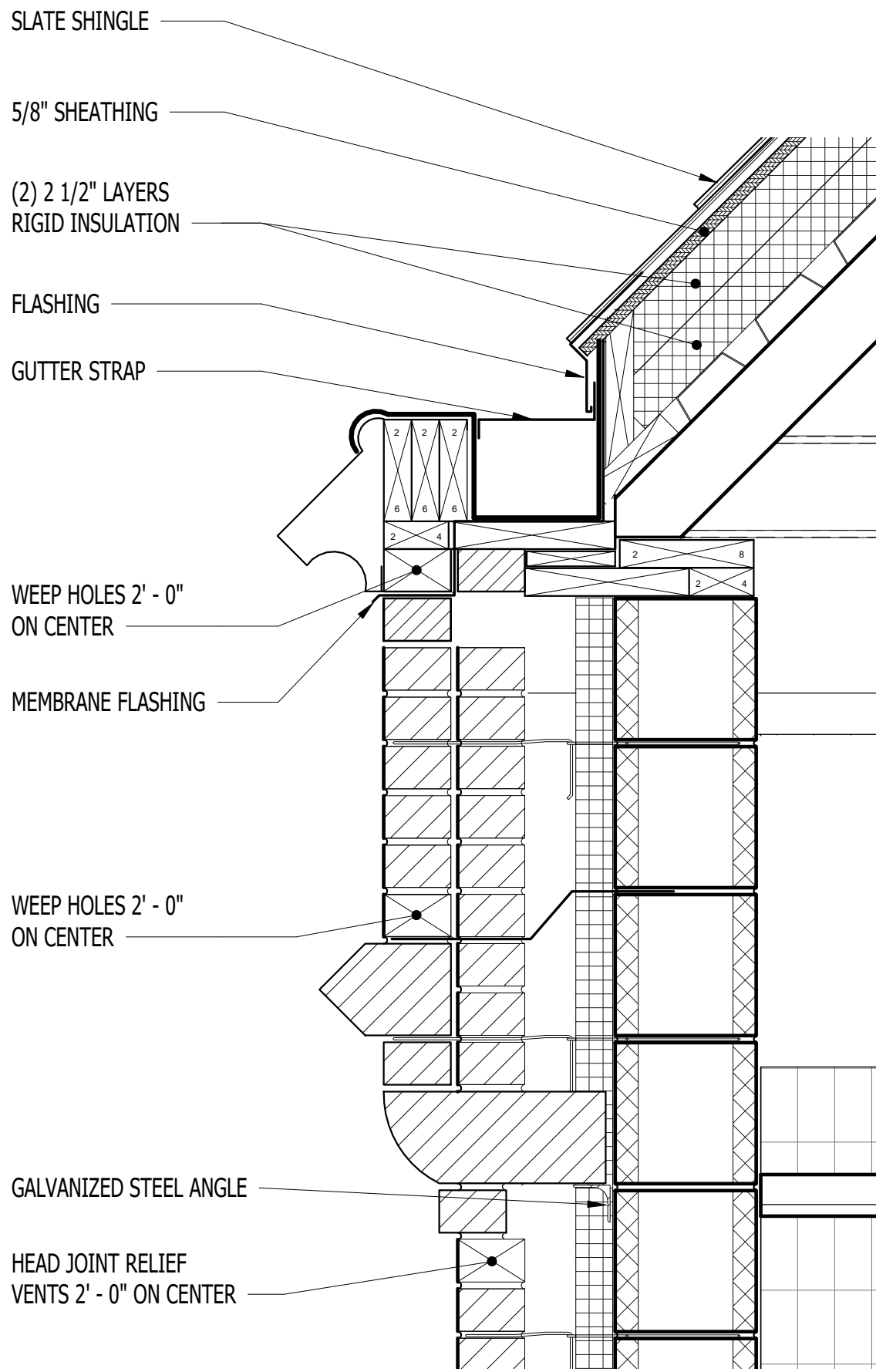


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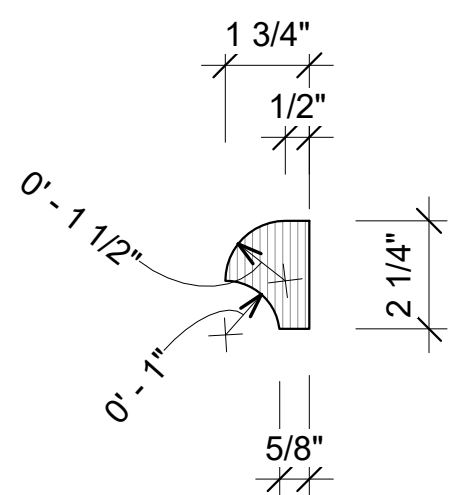
MASONRY DETAILS

AH306

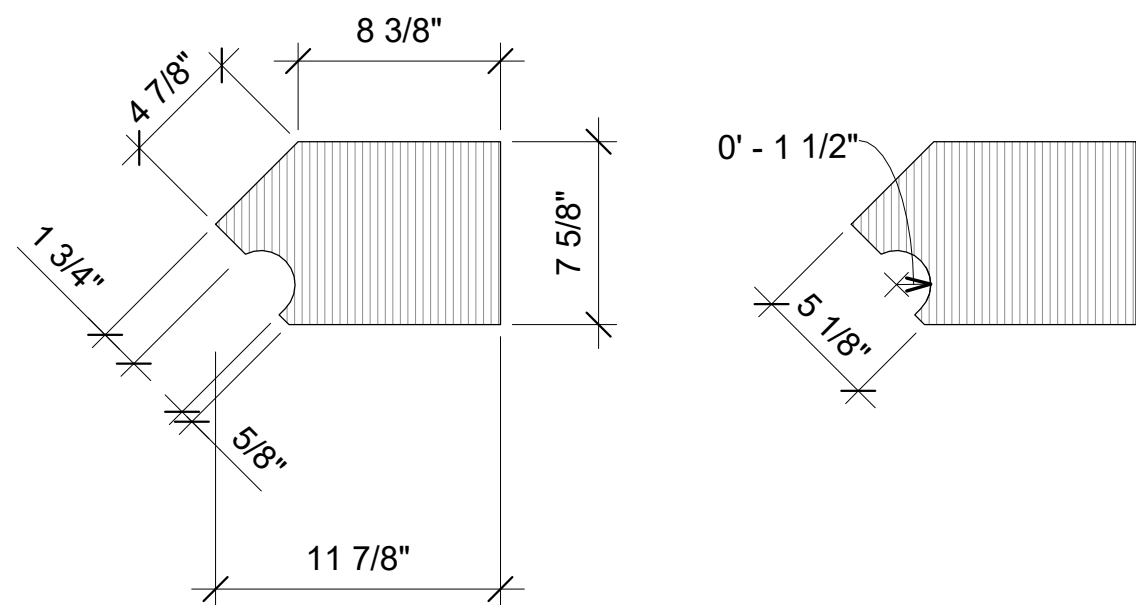
SHEET 12 OF 12



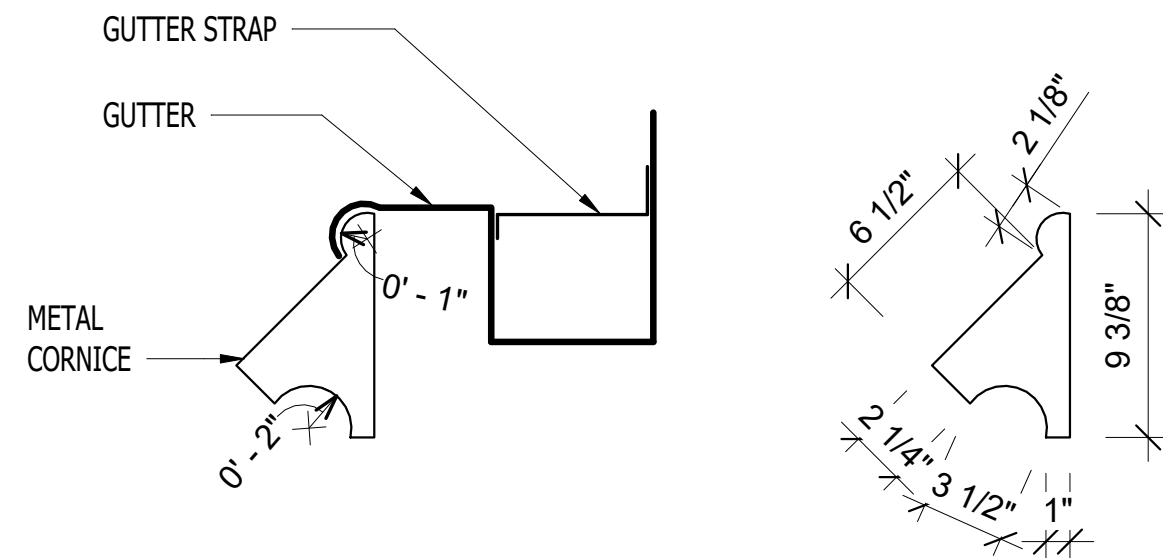
B1 **EAVE DETAIL**
SCALE: 1 1/2" = 1'-0"



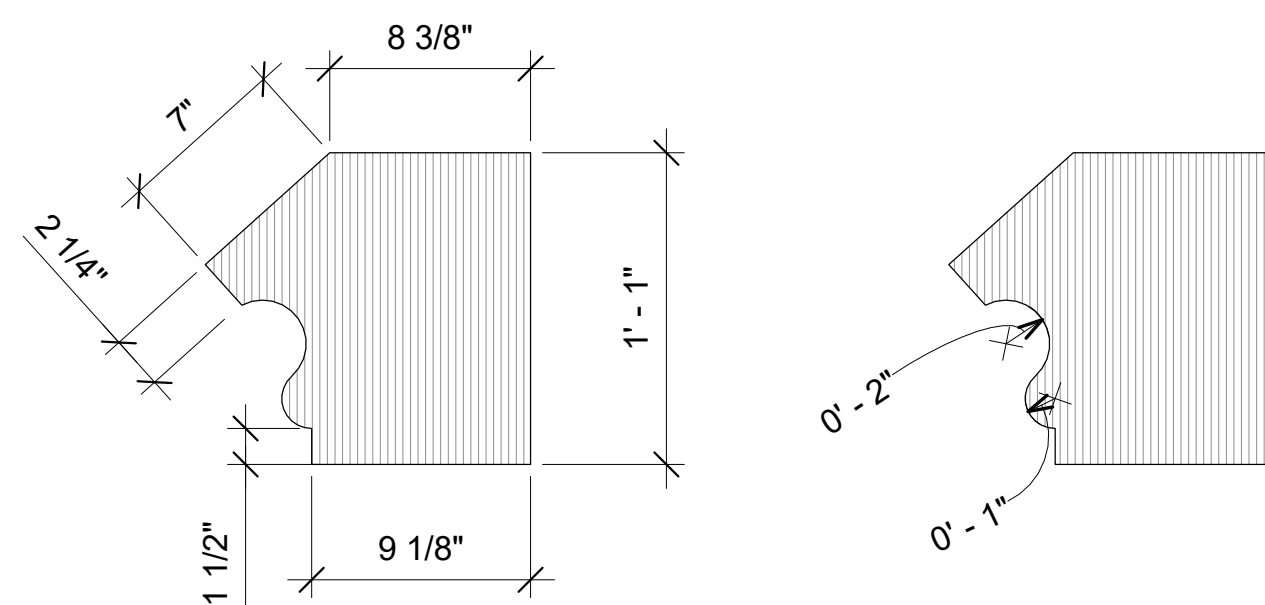
A1 **CAST STONE DETAIL**
SCALE: 3" = 1'-0"



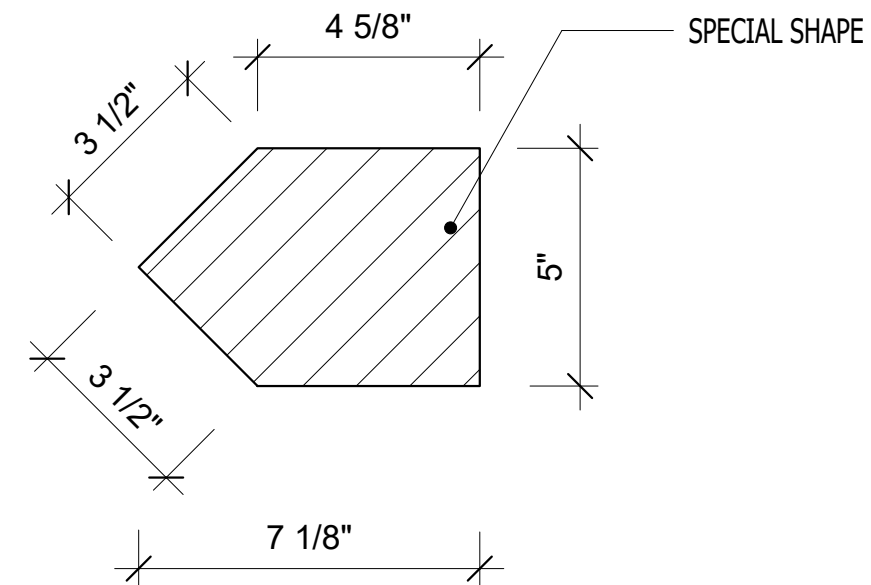
A2 **CAST STONE DETAIL**
SCALE: 1 1/2" = 1'-0"



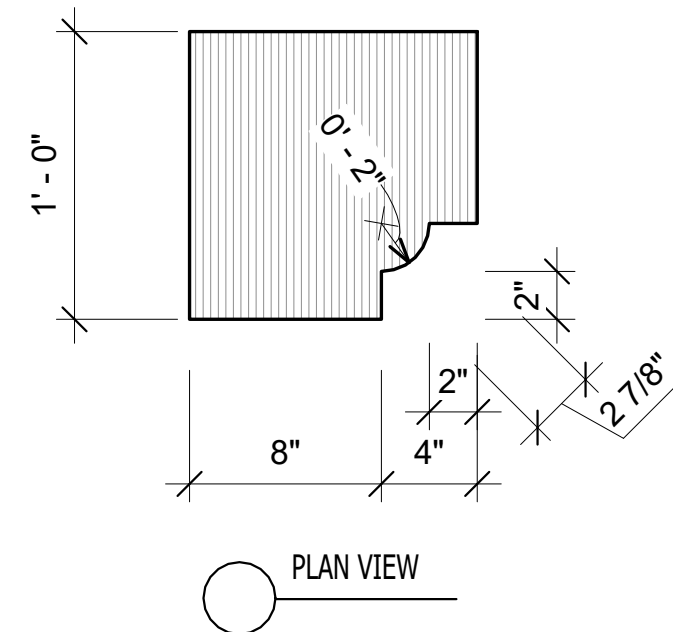
B4 FLASHING DETAIL
SCALE: 1 1/2" = 1'-0"



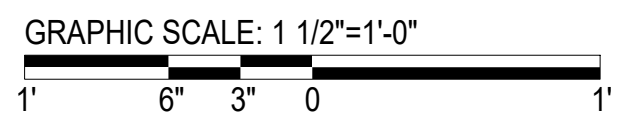
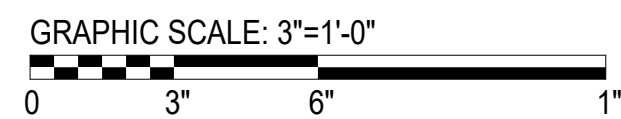
A4 **CAST STONE DETAIL**
SCALE: 1 1/2" = 1'-0"



B5 **BRICK DETAIL**
SCALE: 3" = 1'-0"



A5 **CAST STONE DETAIL**
SCALE: 1 1/2" = 1'-0"





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: 300 Pollock St. – to include a 3-story addition, removal of an exterior fire escape stairway, moving flag poles, and replacing plants, all in the Secondary 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

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

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

Comments:

Building permits required

Chief Building Inspector

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

Applicant: City of New Bern/MBF Architects, P.A.

Applicant Address: 300 Pollock St., New Bern, NC

Project Address: 300 Pollock St., New Bern, NC

Historic Property Name: New Bern City Hall/U.S Post Office, Court House, and Custom House

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

NR Inventory Description (2003): 1895 – 1897 Romanesque Revival style; brick, stone; three-and-a-half stories; arched, recessed corner porch surmounted by projecting sculptures of bears; arched windows; parapet gable in staircase bay; high, corner, four-face clock tower, pyramidal roof.

Sandbeck Description (1988): "... this monumental public building combines, in an eclectic manner, elements of the Romanesque Revival and High Victorian Gothic styles. Its flamboyant use of contrasting colors and textures of stone and brick, coupled with its picturesque massing and roofline, makes it the principal landmark of the city's architecturally-conservative commercial district. ... The architectural impact of this, the city's finest and most elaborate Victorian public building, must have been considerable. Its scale, lavish use of ornamental brickwork and carved stone trim, and elegant oak-finished interiors mark it as the type of grand public building that only the Federal government could then undertake to build in eastern North Carolina. ... As is typical in High Victorian Gothic work, the colors of the various building materials play an important part in the overall design. The high foundation is of rusticated Sanford (North Carolina) brownstone, while the first story is of red pressed brick laid in red-tinted mortar. This uniform red surface is accented by the use of brownstone lintels, sills, and string-courses. The upper stories are of buff-colored pressed brick, with all window openings, the upper string-course, and the toothed corbelled cornice of contrasting red brick. The recessed entrance at the base of the tower is entered through two massive arches of alternating red and buff brick, supported by short brownstone columns with carved foliate capitals in the Romanesque Revival manner. Beneath the three tall windows of the central pavillion is a large rectangular terra-cotta panel having areas of foliate relief flanking a United States shield. Mounted above the entrance arches are whimsical painted copper bears purchased by the city in 1913 or 1914. These were formerly mounted on the old City Hall on Craven Street and moved here in 1936. ..."

300 Pollock St. - to include a 3-story addition, removal of a portion of an exterior fire escape stairway, flag poles, historical marker, and memorial sculpture, and replacing plants, all in the Secondary AVC.

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

Public and Open Spaces

2.2.1 Introduce public art, statuary, artifacts, memorials, and fountains as focal points in spaces that do not obscure historic buildings or their architectural features. Consider the scale and historic context of art features when determining the setting and location.

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.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

- 2.3.2 Paint equipment and exposed utilities to compliment mounting surfaces and reduce their visibility.
- 2.3.3 Install utilities underground when possible to minimize visual clutter. Use mechanical methods to bore beneath landscaping, sidewalks, drives and fences.
- 2.3.6 Install light fixtures in locations that complement the character of historic structures and sites. It is not appropriate to replace original light fixtures. Lamping shall emit a white light. Illumination shall provide visibility and security without overemphasizing a structure, parking area, or site.

Landscaping

- 2.4.3 Use plant materials that are indigenous to the historic districts. It is not appropriate to use contemporary edging materials such as landscaping timbers or plastic borders.
- 2.4.7 Create focal points that highlight public art, statuary, fountains, and structures such as pergolas and gazebos. Place these elements in areas that do not obscure historic buildings or their architectural features.

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.
- 3.1.4 Use details to articulate facades, and the openings within facades. Appropriately detail the base, body, and edges of facades to create texture and visual interest.
- 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

- 3.2.1 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.

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.
- 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.

Foundations

Certificate of Appropriateness Findings and Recommendations

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- 4.1.1 Adhere to Guidelines for retention of historic fabric when altering foundation components.
- 4.1.3 Use traditional materials when constructing foundations. Concrete block should receive a veneer of stucco, brick, or other appropriate masonry material.

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.

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.

Entrances

- 4.4.2 Reconstruct entrances and porches based on documentary evidence of the original configuration. Add architectural ornamentation when there is historical evidence of such features.
- 4.4.3 Recess entrances within the dense fabric development pattern where the facade aligns with the front property line. Incorporate traditional façade elements such as storefront cornices, transoms, display windows and bulkheads.

Accessibility and Life Safety

- 4.7.1 Adhere to Guidelines for retention of historic fabric when altering accessibility and life safety components

Masonry

- 5.1.1 Adhere to Guidelines for retention of historic fabric when altering masonry materials.
- 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.
- 5.1.5 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.

Metals

- 5.3.1 Adhere to Guidelines for retention of historic fabric when altering metal materials.
- 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.
- 5.3.3 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.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

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 of wood surfaces prior to cutting and fitting. Prime end cuts before installation. Apply finish paint coatings to exposed primed surfaces.

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

1. The project is located in the *Dense Fabric* development pattern;
2. The proposal is an addition to a contributing structure;
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 a 3-story addition, removal of a portion of an exterior fire escape stairway, flag poles, historical marker, and memorial sculpture, and replacing plants, all in the Secondary AVC with the following condition:

- **the applicant is to indicate to the HPA who will verify compliance of the installation of any new or relocated lighting before the CoA is valid.**

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): 111 Pollock Street (built 1937 moved to location 1960's)

Property Owner Name(s): Edward Horner	Owner Mailing Address: 111 Pollock Street New Bern, NC 28560	Phone #'s: 347-739-5257	Email: eh@edwardjhorner.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: *(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)
 Construct new concrete and brick masonry porch with concrete slab floor, painted wood stairs and rails to match existing side porch and stair and standing seam metal roof. See attached drawings.

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):
 Guidelines for Entrances 4.4.1 - 4.4.2 - 4.4.4

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).

Painted brick masonry, concrete flooring, painted hand railings, stairs, pickets, and trim, standing seam metal roof.

Continued on additional sheet or attached brochure ☐

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:

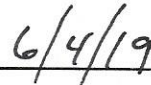
Check one:

- ☐ 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.

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:

111 Pollock Street (NB, NC)
(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:

111 pollock st., NB, NC 28560 Phone 347 739 5257

Owner's Signature

Print Name

Date

[Signature]
Edward Horner / E.H. LLC
May 1, 2019

Sworn to and subscribed before me this 1st day of May, 2019.

Notary Public:

My commission expires:

[Signature]

10/19/2019

JOANN FAZIO ARONOFF
NOTARY PUBLIC-STATE OF NEW YORK
No. 01FA6331965
Qualified in Richmond County
My Commission Expires October 19, 2019

PORCH ADDITION



PRE-HURRICANE - FACING THE NEUSE RIVER



EXISTING FACADE - FACING THE NEUSE RIVER



EXISTING FACADE - FACING POLLOCK STREET



PRE-HURRICANE - FACING POLLOCK STREET



EXISTING FACADE - FACING THE NEUSE RIVER



EXISTING FACADE - FACING POLLOCK STREET



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Date: 06.05.2019

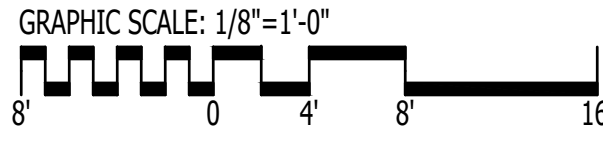
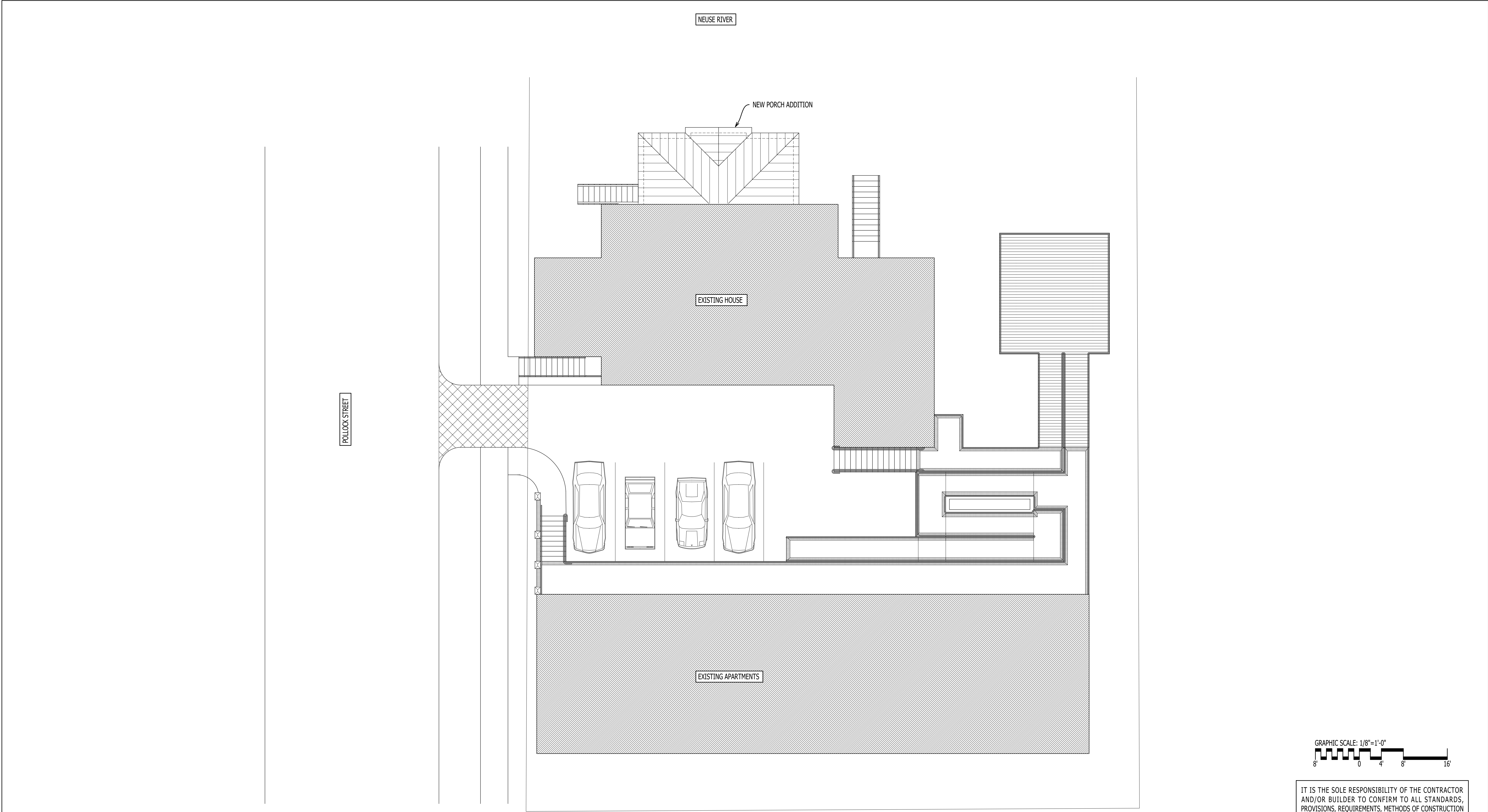
Revisions:

HORNER - PORCH ADDITION
111 POLLOCK STREET, NEW BERN, NC 28560

G-101

PHOTOS

12 X 18 SHEETS ARE HALF SIZE

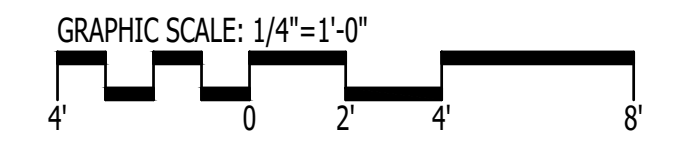
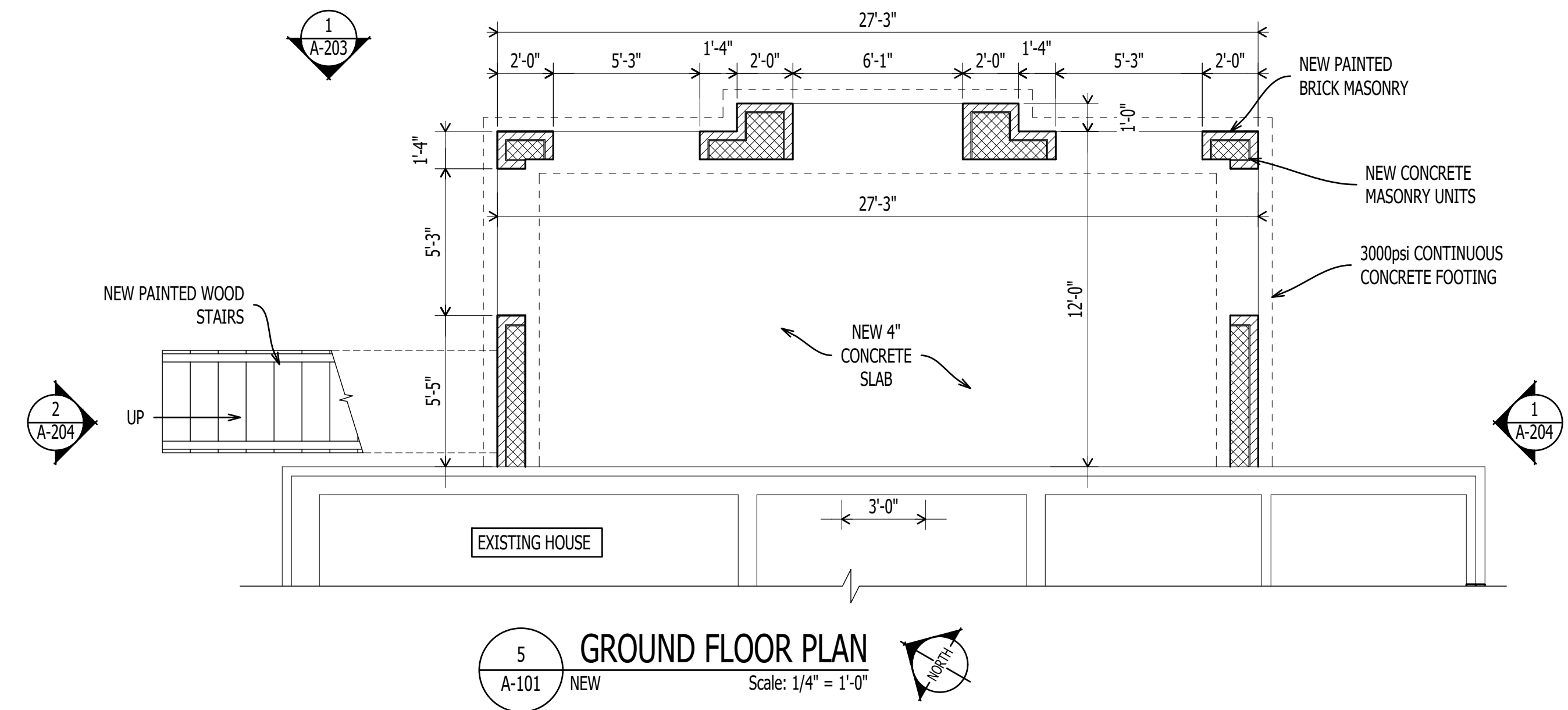
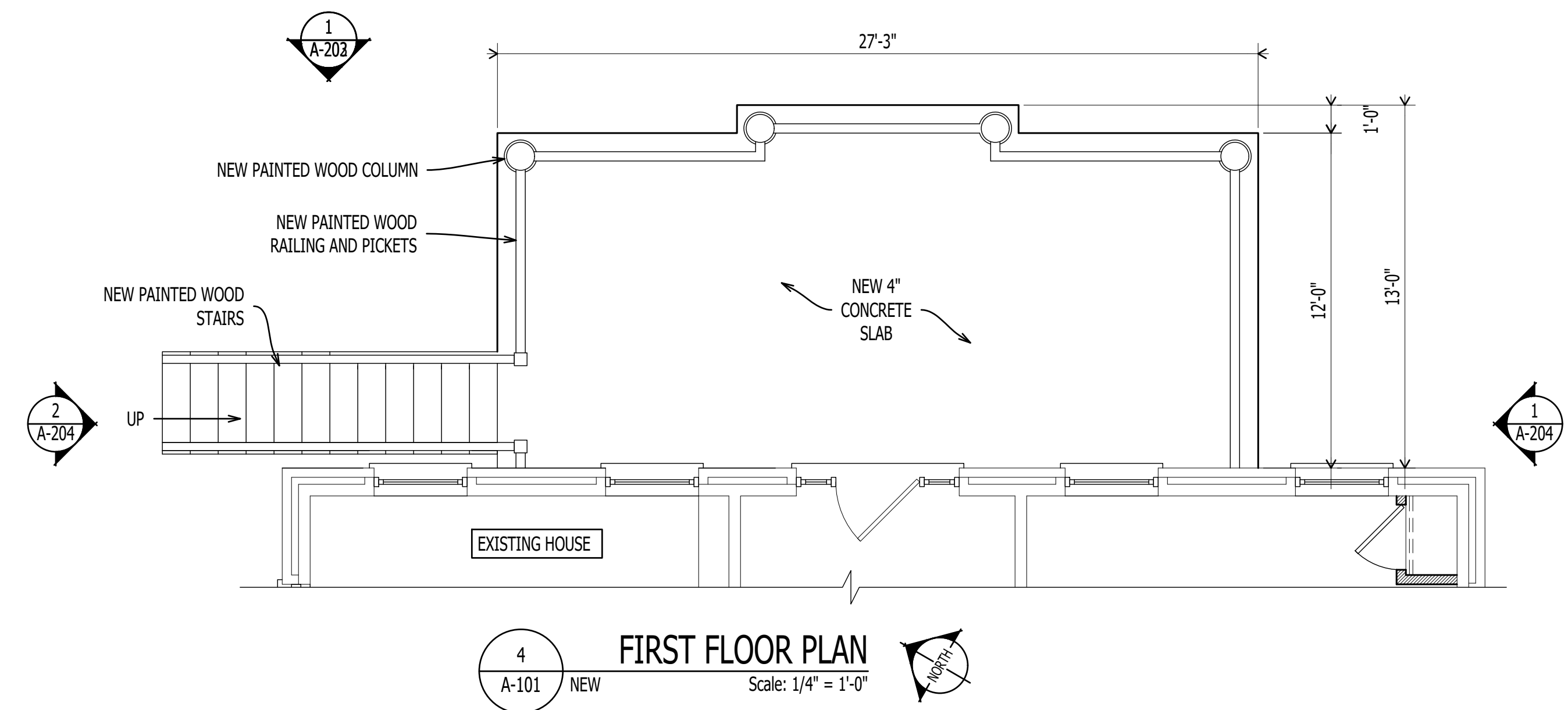
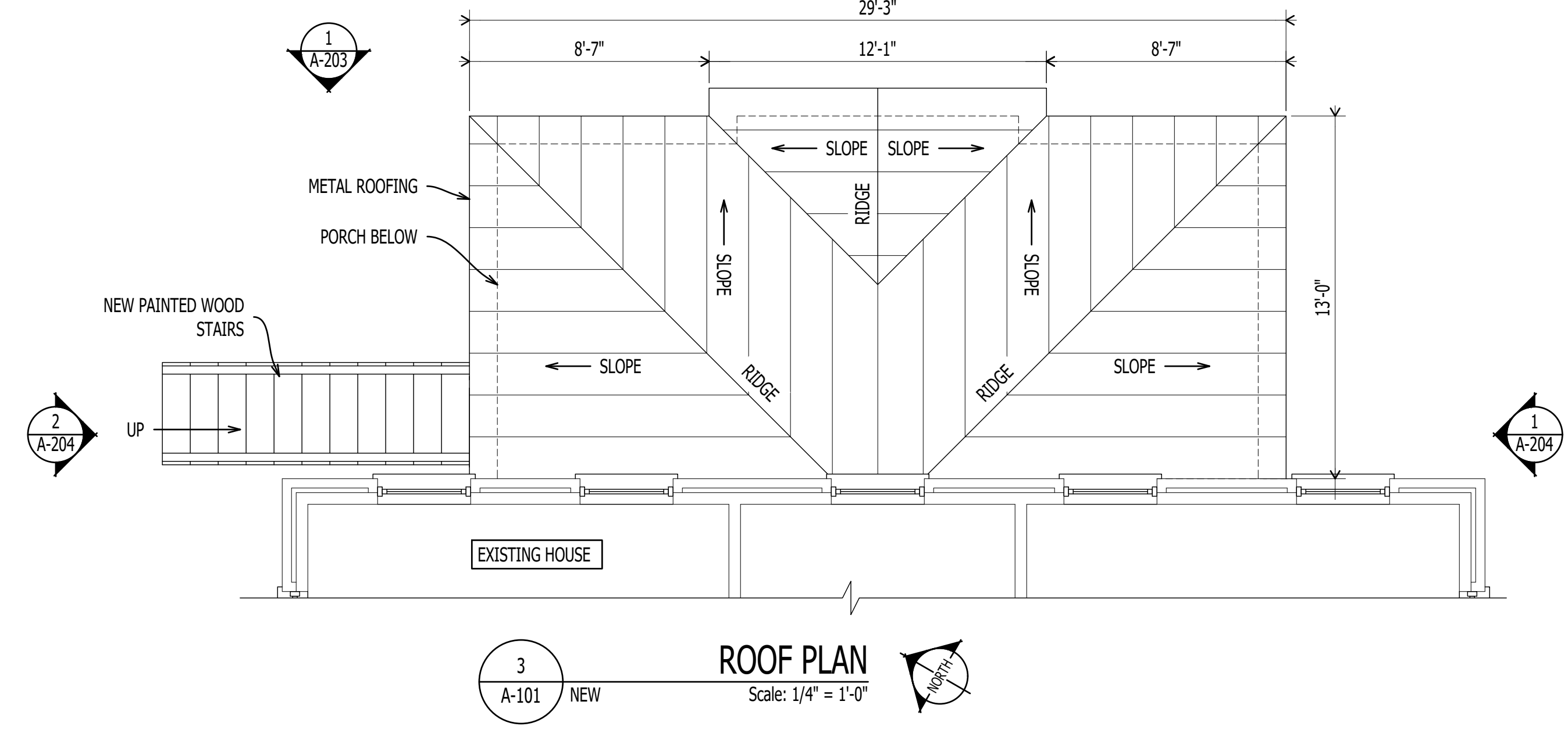
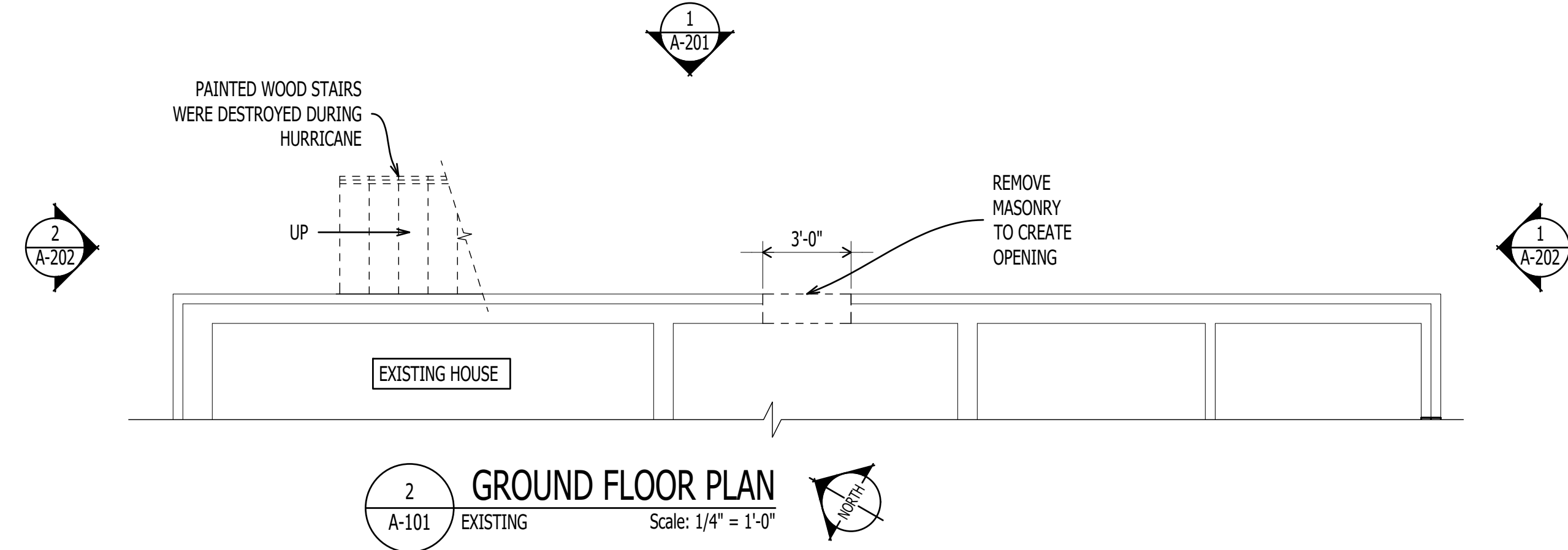
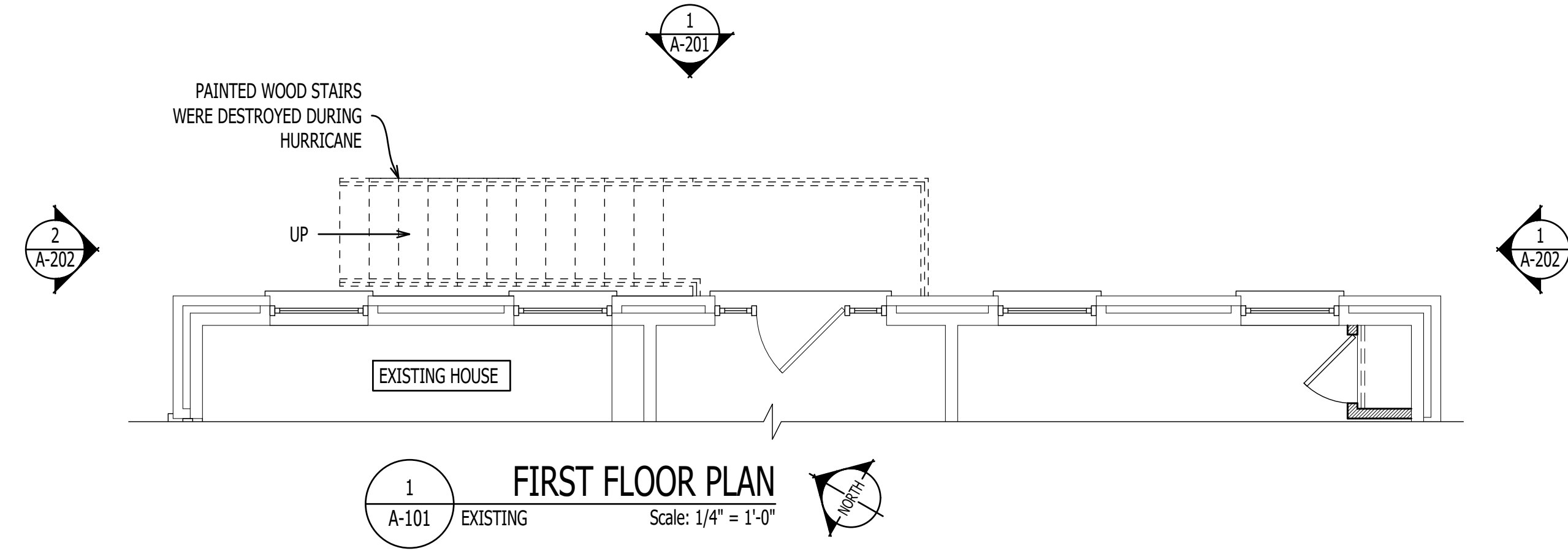


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1
C-101

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

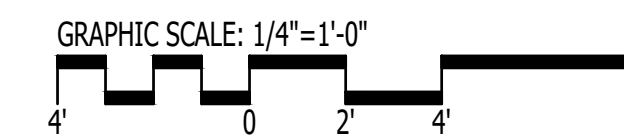




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1
A-201
EXISTING ELEVATION
Scale: 1/4" = 1'-0"



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Date: 06.05.2019

Revisions:

HORNER - PORCH ADDITION

111 POLLOCK STREET, NEW BERN, NC 28560

A-201

EXISTING
ELEVATIONS

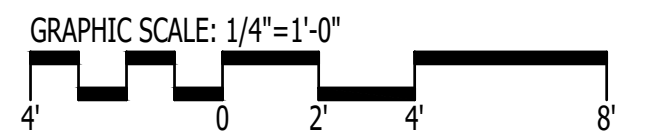
12 X 18 SHEETS ARE HALF SIZE



1
A-202
EXISTING ELEVATION
Scale: 1/4" = 1'-0"



2
A-202
EXISTING ELEVATION
Scale: 1/4" = 1'-0"



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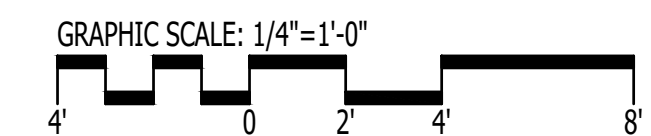
A-202

EXISTING
ELEVATIONS

12 X 18 SHEETS ARE HALF SIZE



1
A-203
NEW ELEVATION
Scale: 1/4" = 1'-0"

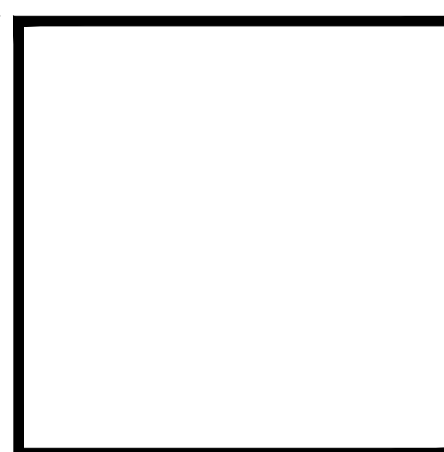


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A-203

NEW
ELEVATIONS

12 X 18 SHEETS ARE HALF SIZE



1
A-204

NEW ELEVATION

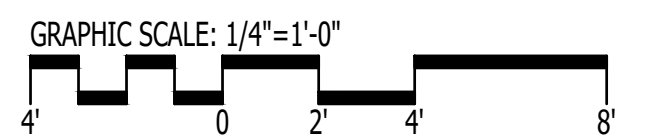
Scale: 1/4" = 1'-0"



2
A-204

EXISTING ELEVATION

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

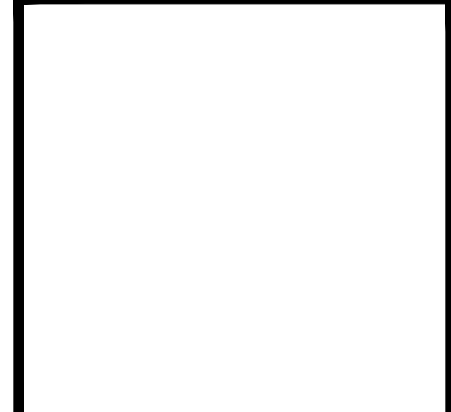


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Date: 06.05.2019

Revisions:

HORNER - PORCH ADDITION

111 POLLOCK STREET, NEW BERN, NC 28560

A-204

NEW
ELEVATIONS

12 X 18 SHEETS ARE HALF SIZE



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: 111 Pollock St. – to include a porch addition in the Secondary AVC.

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

Zoning District: C-2, Residential Waterfront Overlay

Required Setbacks (primary structure): Front Side Rear

Accessory Setbacks: From Nearest Structure Side Rear

Maximum Lot Coverage for proposed use: residential uses

Maximum Height of Structure:

Required Site Improvements: Landscaping Buffer 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  11/10/21

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

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

Comments: Porch addition must comply with All provisions of the Flood Damage Prevention Ordinance for VFE Zone

Chief Building Inspector  11/10/21

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

Applicant: Edward Horner/GO Architectural Design, LLC

Applicant Address: 1202A Pollock St., New Bern, NC

Project Address: 111 Pollock St., New Bern, NC

Historic Property Name: Dr. Harvey Civils House

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

NR Inventory Description (1988): Dr. Harvey Civils House, 1935-1936; Colonial Revival style; brick; two stories above raised basement; five bays wide; pedimented entrance; gable-end roof, return cornices; exterior end chimneys.

Sandbeck Description (1988): Dr. Harvey Civils House, 1935-1936; "... this brick Colonial Revival-style house ... Originally sited on the east side of East Front Street near Broad Street, the house was moved to its present waterfront location in the 1960s ... Its symmetrical, conservative exterior exemplifies the restrained Colonial Revival style which dominated high quality residential construction in much of the nation during the 1920s and 1930s. Among the notable exterior details are a medallion cornice, pedimented entrance doorway with sidelights and a fanlight, and segmental relieving arches over the window openings. Extending to the north end is a spacious side porch with a gable roof supported by Tuscan columns. ..."

111 Pollock St. - to include a concrete and brick masonry porch addition with concrete slab floor; painted wood columns, stairs, and rails; and standing seam metal roofing in the Secondary AVC.

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

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.
- 3.1.4 Use details to articulate facades, and the openings within facades. Appropriately detail the base, body, and edges of facades to create texture and visual interest.
- 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

- 3.2.1 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.

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 and Recommendations

HPC Regular Meeting – November 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.

Foundations

- 4.1.1 Adhere to Guidelines for retention of historic fabric when altering foundation components.
- 4.1.3 Use traditional materials when constructing foundations. Concrete block should receive a veneer of stucco, brick, or other appropriate masonry material.

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.

Entrances

- 4.4.1 Adhere to Guidelines for retention of historic fabric when altering entrance components.
- 4.4.2 Reconstruct entrances and porches based on documentary evidence of the original configuration. Add architectural ornamentation when there is historical evidence of such features.
- 4.4.4 Provide porches, entrance doors, railings, and other ornaments that proportionally relate to the building. Appropriate balustrades often convey a heavier visual appearance. Center balusters between the top and bottom rails and space them about three inches apart.

Roofs

- 4.5.1 Adhere to Guidelines for retention of historic fabric when altering roof components.
- 4.5.4 Standing seam metal roofs shall have a pan width no greater than 24 inches. Pans shall be completely flat without corrugation. Provide double locked seams with flush ridge and hip flashings on contributing structures.

Masonry

- 5.1.1 Adhere to Guidelines for retention of historic fabric when altering masonry materials.
- 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.
- 5.1.5 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.

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.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

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 of 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 repellent or sealant coatings to unpainted surfaces such as masonry, stone, copper, and bronze.
- 5.4.7 Masonry painting may be permitted where severe damage, patching and surface repair has diminished the aesthetic integrity. When warranted, latex paint is a durable and adherent masonry coating to be considered.

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

1. The project is located in the *Tight Weave* development pattern;
2. The proposal is a permanent replacement of an incongruous previous entry stairway;
3. Except for painting the new brick, 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 a concrete and brick masonry porch addition with concrete slab floor; painted wood columns, stairs, and rails; and standing seam metal roofing in the Secondary AVC with the following conditions, which are to be verified for compliance by the HPA:

- **the existing pediment above the entryway needs to be retained through construction that respects its historic fabric.**
- **the construction must comply with the requirements of the Chief Building Inspector.**
- **the applicant is to revise the drawings to show the brick as white colored brick.**
- **the applicant is to indicate the installation of any new or relocated lighting.**

FEE SCHEDULE (office use only)

[] \$22 Standard Application [minor]
 [X] \$107 Projects Requiring Design Review*



NEW BERN

NORTH CAROLINA

Everything comes together here

HPC Administrator

HPAdmin@newbern-nc.org

Work (252) 639-7583

Fax: (252) 636-2146

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

(for Alteration 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]:

404 Avenue C

Property Owner Name[s]: M/M Alexis Cardelli	Owner Mailing Address: 723 Queen Street New Bern, NC 28560	Phone #'s: 252.474.8204	Email: localbuilders@hotmail.com
Applicant Name [if different]: C. R. Francis / Architecture, p.a.	Applicant Mailing Address: 329 Middle Street New Bern, NC 28560	Phone #'s: 252.637.1112	Email: crfrancis1@embarqmail.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:

Renovation and addition of and to an existing non-contributing structure.

1. Demolition of the following: 1 story rear addition, 1 story garage, entrance portico, side porch
2. Renovation of the remaining original structure by removing the existing vinyl siding and installing new lapped siding matching existing found beneath the vinyl. Replacement of existing windows with matching wood thermal windows.
3. Construction of the following: new front portico 2' longer than present for ease of access and installation of new code compliant steps, new side porch correcting poor placement with respect to the access door and installation of new code compliant steps, new workshop with portico, new terrace.

2. Reference the specific Guideline[s] in the "Historic District Guidelines" which you believe apply to this project:

2.4.4; 2.5.1; 2.5.3; 3.1.1; 3.1.4; 3.1.5; 3.3.1; 3.3.2; 3.3.3; 3.4.3; 3.4.4; 4.1.3; 4.1.4; 4.2.2; 4.2.3; 4.2.4; 4.2.5; 4.3.2; 4.6.4; 5.1.2; 5.2.2

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].

Siding: New lapped siding and matching the original lapped siding. Trims: Wood. Windows: Thermal glazed wood frames with muntins matching the existing. Doors: New wood door matching the existing at new entry. Roofing: Standing seam metal roofing. Foundation Walls: Brick matching existing. Walkways and terraces: Cast in place concrete.

III. Additional Information Provided: [See "CoA Instructions" for more detail]

Plans 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
- ☐ Elevations with dimensions
- ☐ 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 prior to submittal for initial review of the application and advisement if additional information will be required before consideration at an Historic Preservation Commission meeting.

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

01 November 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 NEW BERN HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.



Everything comes together here

CERTIFICATE OF APPROPRIATENESS OWNERS AUTHORIZATION

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

PROPERTY ADDRESS: 404 AVENUE C, NEW BERN, NC

PROPERTY OWNER: MR. & MRS. ALEXIS CARDELLI

As Owner of the aforesated property, I hereby authorize Charles R. Francis AIA, architect of record for the project, with C. R. Francis / Architecture, p.a. to appear with my consent before the City of New Bern Historic Preservation Commission in order to request a Certificate of Appropriateness for the property referenced above with respect to the project:

RENOVATION & ADDITIONS: RESIDENCE OF
MR. & MRS. ALEXIS CARDELLI
404 AVENUE C, NEW BERN, NC

I authorize you to present this matter on our behalf as the owners of the property.

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

Address: 723 Queen Street, New Bern, NC

Phone: 252.633.4232

Signature

Mr. Alexis Cardelli

Print Name

01 November 2021

Date

NOTARY

STATE OF NORTH CAROLINA, COUNTY: Craven

SUBSCRIBED AND SWORN TO BEFORE ME

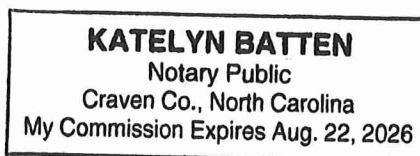
THIS 1st DAY OF November 2021

NOTARY PUBLIC

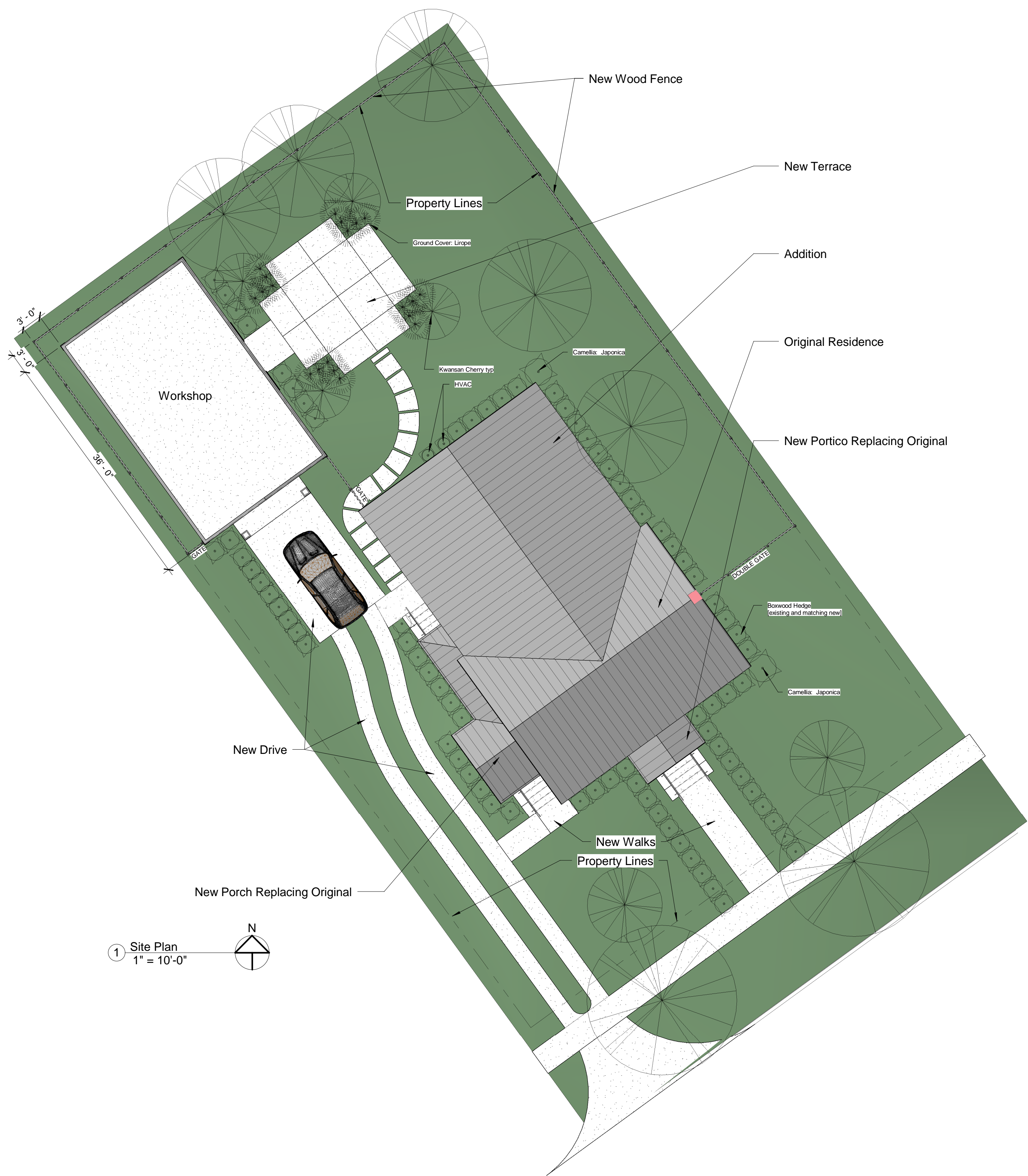
NOTARY PUBLIC [PRINT NAME]

Aug 22 2026

MY COMMISSION EXPIRES



[SEAL]



Residence Renovation & Addition

M/M Alexis Cardelli 404 Avenue C New Bern, NC



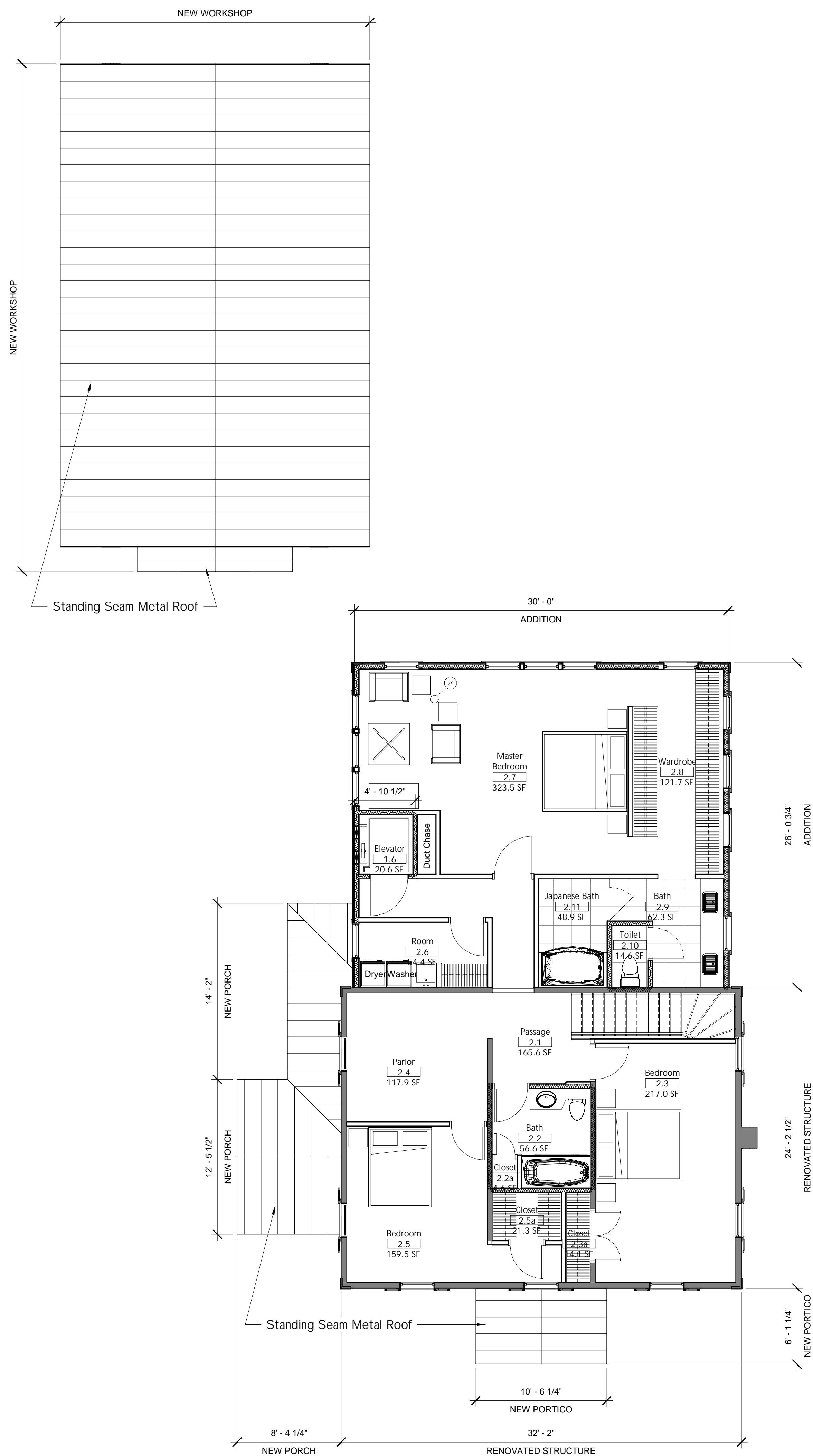
404 Avenue C – Photos Provided by Applicants







M/M Alexis Cardelli - 404 Avenue C New Bern, NC



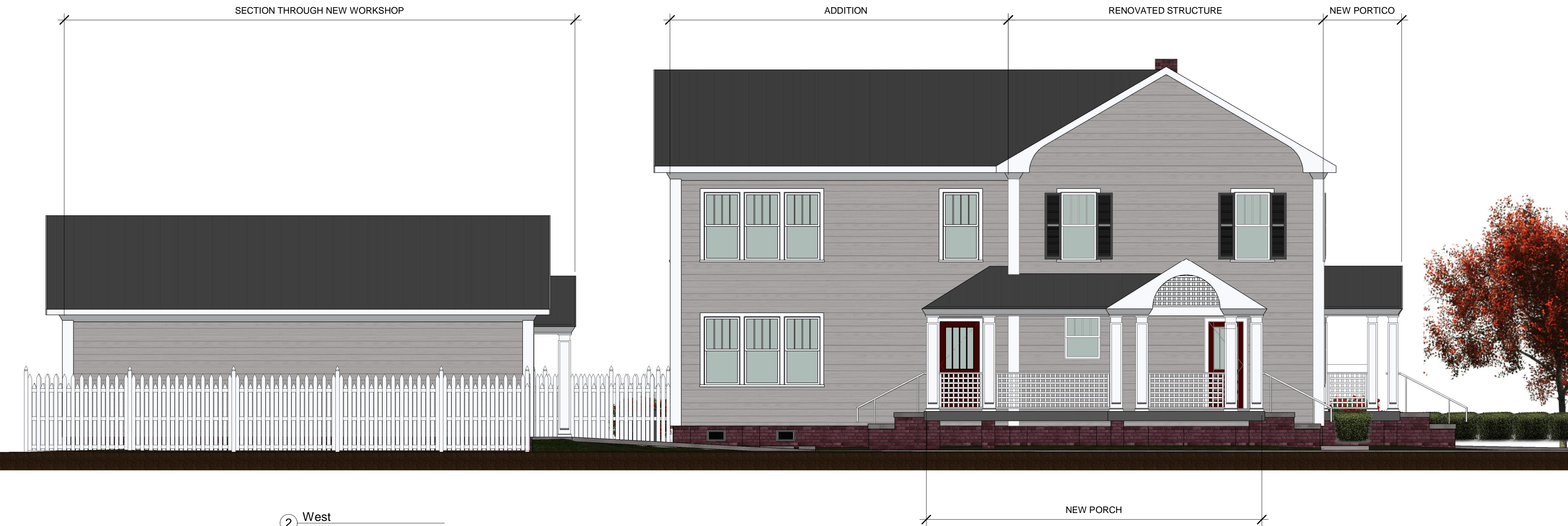
① Level 2
3/16" = 1'-0"

Residence Renovation & Addition:

M/M Alexis Cardelli - 404 Avenue C New Bern, NC



① South
3/16" = 1'-0"



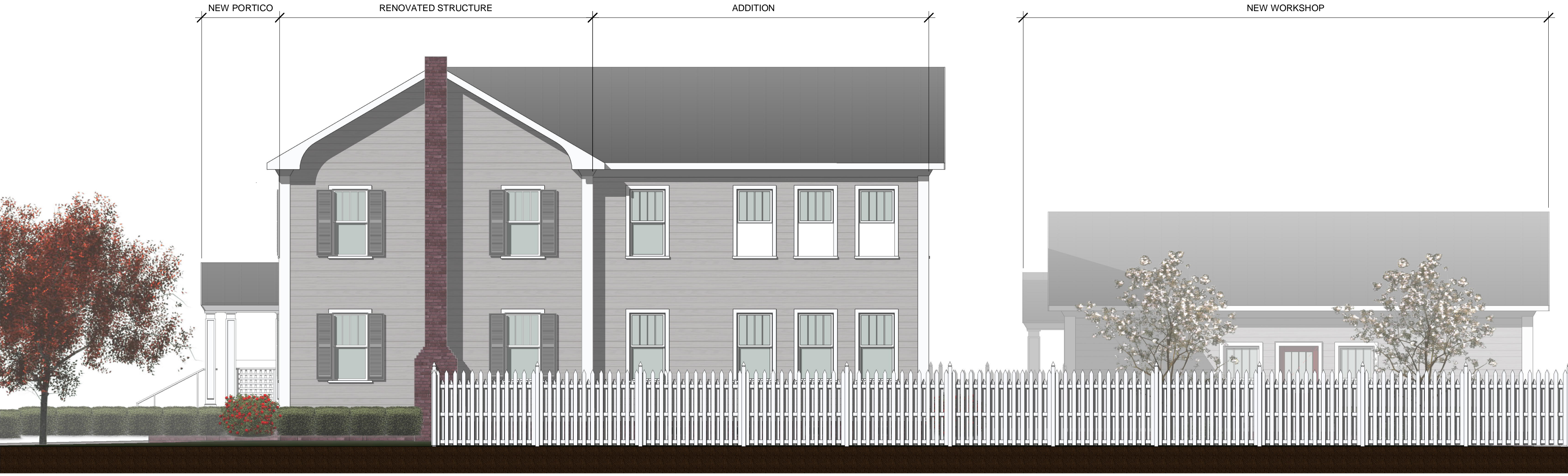
② West
3/16" = 1'-0"



③ North
3/16" = 1'-0"

Residence Renovation & Addition:

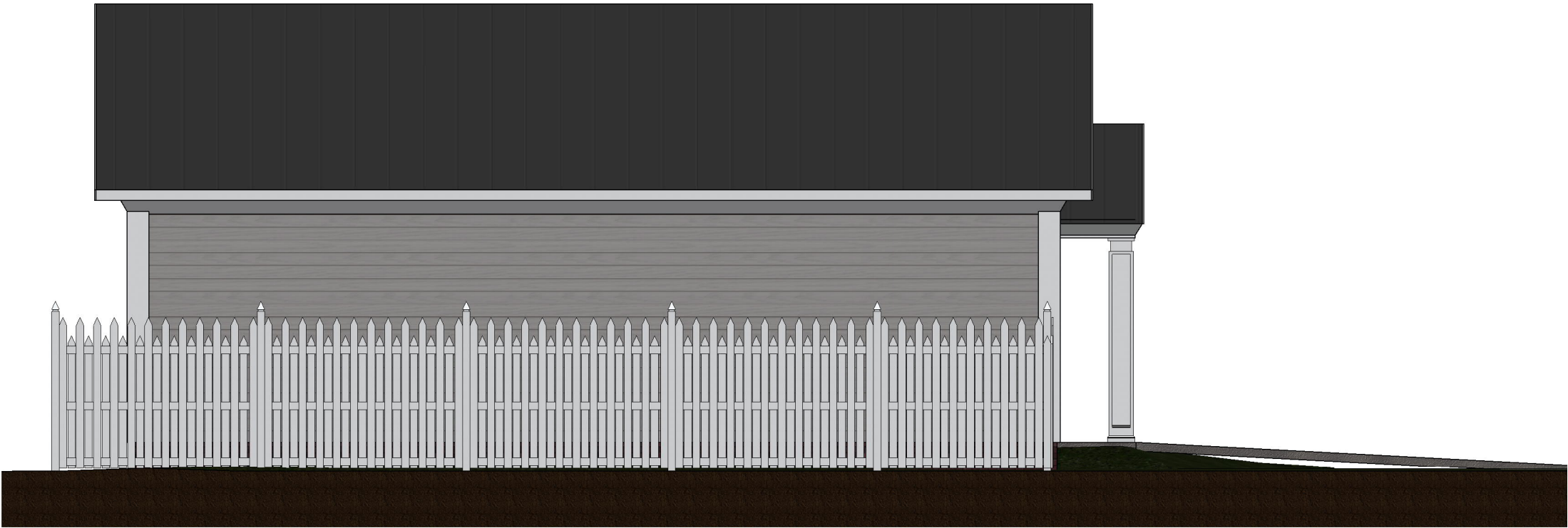
M/M Alexis Cardelli - 404 Avenue C New Bern, NC



① East
3/16" = 1'-0"



② Wkshp South
3/16" = 1'-0"



③ Wkshp West
3/16" = 1'-0"



④ Wkshp North
3/16" = 1'-0"



⑤ Wkshp East
3/16" = 1'-0"

Residence Renovation & Addition:
M/M Alexis Cardelli - 404 Avenue C New Bern, NC

404 Avenue C – Simulation Illustrations of Proposal









Matthew Schelly

From: Charles Francis <crfrancis1@embarqmail.com>
Sent: Thursday, November 11, 2021 8:41 AM
To: Matthew Schelly
Subject: Re: 404 Avenue C - questions

Matt:

Please see responses in color after your questions.

Thanks

CRF

On 11/10/2021 3:26 PM, Matthew Schelly wrote:

Hello, Charles and Diane,

A few questions:

1. The application references the two guidelines for fences and garden walls, however I see none on the plans. In or out? **Out**
2. You also referenced 3.4.3 and 3.4.4, which are in the section for Infill Construction. Because 3.4.3 includes both, to be clear, removal of vinyl siding is always allowed, but use of contemporary materials on the addition or the original building is not. But, the contemporary materials can be used on the new workshop. Are we in agreement on this? **Alexis is planning on using Louisiana Pacific's Smart Siding which is an engineered wood**
3. It seems the existing foundation does not have piers. The elevations have a pattern that implies piers. Will you be using piers or not? **Yes** Will you be adding flood vents and/or access doors? **According to the NC FRIS map, we are part in and part out of the 0.1% and 0.2% areas of Zone X as indicted on the attached snip. I don't think that we need flood vents in this condition and no BFE is indicated. The existing house has 8x16 vents placed in the screen wall between the piers, we would probably do the same, but I need to review with Alexis and get back to you If so, please add them to the drawings. See yesterday's email with photo**
4. Will you be changing the proportions of the three second story windows on the north side to conform to 4.3.2? **If that is the desire, we will change the visual aspect by extending the trim down and making a false opening below the window. We originally had the tall windows matching the others used on the addition, but they took up so much space in the wardrobe that either we removed the windows all together which we felt was visually unsatisfactory or we do the half windows and at least retain much of the wardrobe storage. We felt that some light is needed in this area and as such used just a fixed version to match the upper portion of the other units.**
5. Is the "new lapped siding" wood? **See answer above**
6. Are the muntins in the replacement windows true divided or 3D grilles inside, between panes, and outside? **3D grilles inside, between and outside Marvin units**
7. What are the materials for the new workshop, other than the metal roofing? Maybe it is exactly the same as the addition, but technically, it could be all modern materials, so I have to ask. If modern, then what are the materials for:
 1. Siding **LP Smart Siding as indicated above**, door **wood matching doors on residence**, overhead door **not selected to date**, windows **Marvin as indicated above**, trim **LP Smart Siding as indicated above**, foundation **concrete slab on grade - if required, we can brick veneer above grade**, columns **match new wood columns on house?**

FYI, it seems the demolition section requires some drawings and photos of the addition and the garage as well as contacting preservation organizations to salvage parts. You may already have sufficient drawings of the addition, but the garage is maybe more interesting in terms of historic character. We will document as directed

If you have any questions, feel free to contact me at any time.

Thanks,
Matt



Matthew Schelly, AICP, Reg. Arch. (CA), CZO, CFM
City Planner, Historic Preservation Administrator

City of New Bern, Development Services Department
303 First Street
New Bern, NC 28560
Office: 252-639-7583

schellym@newbernnc.gov

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.

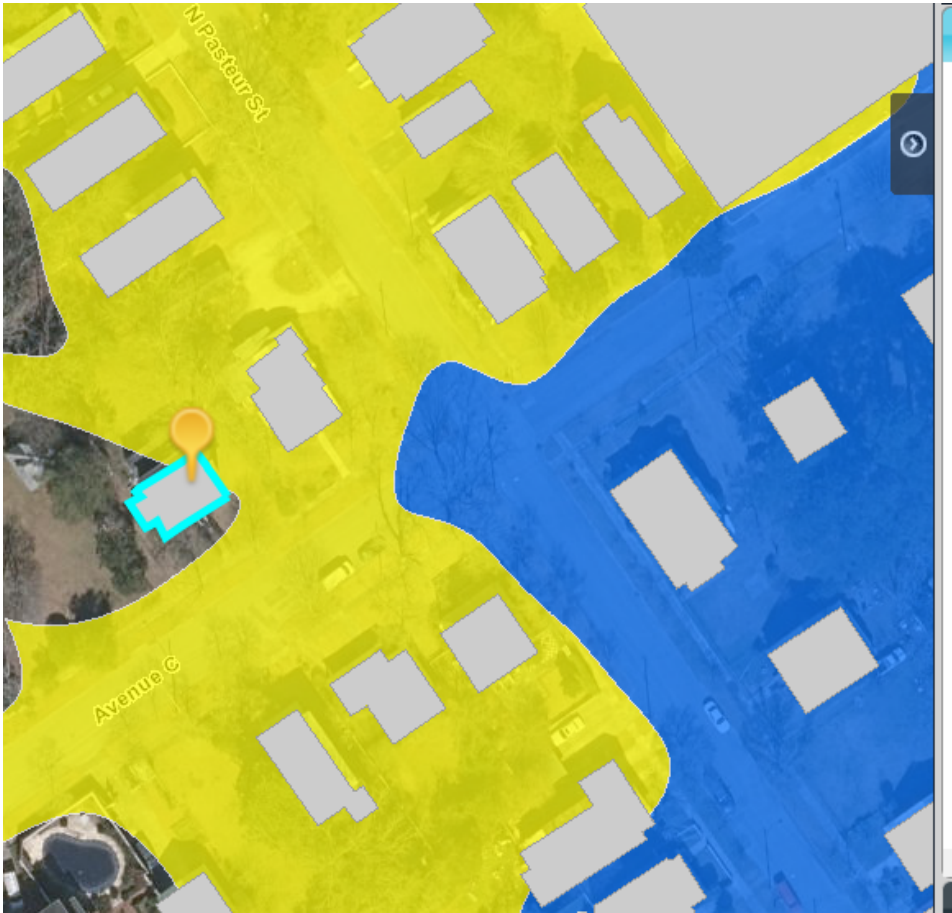
---- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by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

Charles R. Francis AIA
C. R. FRANCIS / ARCHITECTURE P.A.
329 MIDDLE STREET NEW BERN, NC 28560



p 252.637.1112
f 252.637.7698
www.crfrancisarchitecture.com

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Flood Information

Flood Zone:

0.2% Annual Chance Flood Hazard ⓘ

Flood Source:

Neuse River

Base Flood Elevation:

N/A More ▾

County:

Craven

Political Area:

⌂

CID:

⌂

Panel:

5580 Ⓞ Download

Map Number:

3720558000K

Panel Effective Date:

6/19/2020

Latitude:

35.12079

Longitude:

-77.04832

ⓧ Impacted Structure ⓘ

Parcel ID:

8-005 -089 ⓘ

Intersecting Flood Zone:

0.2% Annual Chance Flood Hazard ⓘ

ⓘ Address locations are approximate.
Ⓞ 404 Avenue C, New Bern, NC, 28560



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: 404 Avenue C – to include: demolition of the rear 1-story addition, garage, front porch, and side porch; and construction of a new 2-story addition, front and side porch replacements, new workshop, reroofing the entire house with standing seam metal, new driveway, new patio, replacement walkways, and new plantings, in all AVCs.

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

Zoning District: R-10S

Required Setbacks (primary structure): Front average Side 5 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: 45 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:

[Signature] Zoning Administrator 11/10/21

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

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

Comments: Demolition and Building Permits required

[Signature] Chief Building Inspector 11/10/21

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

Applicant: Mr. & Ms. Cardelli/C.R. Francis Architecture, P.A.

Applicant Address: 329 Middle St., New Bern, NC

Project Address: 404 Avenue C, New Bern, NC

Historic Property Name: House

Status: **Contributing:** ? **Non-contributing:** ? **Vacant:**

NR Inventory Description (1988): House, ca. 1940 [i.e. 48 years old at time of inventory]; two-story, gable-roofed frame Colonial Revival house. Garage at rear of 404 Avenue C: ca. 1940; one-story frame garage.

Sandbeck Description (1988): none

404 Avenue C - to include: demolition of the rear 1-story addition, garage, front porch, and side porch; removal of existing vinyl siding; replacement of existing wood windows with new wood windows; modifying existing bargeboards and eaves; and construction of a new 2-story addition, front and side porch replacements, new workshop, reroofing the entire house with standing seam metal, new driveway, new patio, replacement walkways, and new plantings, in all AVCs.

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

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.
- 2.3.3 Install utilities underground when possible to minimize visual clutter. Use mechanical methods to bore beneath landscaping, sidewalks, drives and fences.
- 2.3.6 Install light fixtures in locations that complement the character of historic structures and sites. It is not appropriate to replace original light fixtures. Lighting shall emit a white light. Illumination shall provide visibility and security without overemphasizing a structure, parking area, or site.

Landscaping

- 2.4.3 Use plant materials that are indigenous to the historic districts. It is not appropriate to use contemporary edging materials such as landscaping timbers or plastic borders.
- 2.4.4 Incorporate trees, shrubbery, and other landscape features around the periphery of a lot and within parking areas.
- 2.4.7 Create focal points that highlight public art, statuary, fountains, and structures such as pergolas and gazebos. Place these elements in areas that do not obscure historic buildings or their architectural features.

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.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

- 2.5.3 In Secondary and Tertiary AVCs, erect tall fences and walls with a vertical dimension of six feet or less. Tall fences that abut a structure shall terminate at an architectural feature. Transition low fencing to taller fencing at an architectural feature.

Accessory Structures

- 2.6.1 Locate accessory structures in Secondary or Tertiary AVCs, and behind primary structures when possible. Accessory structures are to be secondary to the primary structure in regard to mass, scale, form, and texture.
- 2.6.2 It is appropriate for outbuildings, and similar structures with substantial foundations, to have a similar form and detailing as the primary structure. Reduce these elements in scale to compliment the outbuilding massing, and incorporate less ornate and simpler elements than found on the primary structure.

Parking

- 2.7.1 Confine driveways on narrow lots to the Secondary AVC.
- 2.7.2 Use driveways to access off street parking areas located in the Tertiary AVC. Areas for vehicular use shall not exceed more than 50% of the rear yard in the tight weave development pattern.

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.
- 3.1.4 Use details to articulate facades, and the openings within facades. Appropriately detail the base, body, and edges of facades to create texture and visual interest.
- 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

- 3.2.1 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.

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.
- 3.3.3 Incorporate materials and details derived from the primary structure. Extend the architectural hierarchy of the primary structure to the addition. Architectural

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

embellishments and detailing are often simplified on less visible Secondary and Tertiary AVC elevations.

Foundations

- 4.1.1 Adhere to Guidelines for retention of historic fabric when altering foundation components.
- 4.1.3 Use traditional materials when constructing foundations. Concrete block should receive a veneer of stucco, brick, or other appropriate masonry material.
- 4.1.4 Locate foundation features such as vents and access doors in areas that will not detract from the architectural character of the building. Coordinate with other architectural features when possible, such as aligning vents and access doors with windows above or centering them between piers.

Walls, Trim and Ornamentation

- 4.2.1 Adhere to Guidelines for retention of historic fabric when altering wall components.
- 4.2.2 It is not appropriate to introduce trim or ornamentation to a contributing structure without documentary evidence that such elements historically existed.
- 4.2.3 It is not appropriate to cover wood siding, trim and ornamentation with a contemporary material on a contributing structure.
- 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

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.

Entrances

- 4.4.1 Adhere to Guidelines for retention of historic fabric when altering entrance components.
- 4.4.4 Provide porches, entrance doors, railings, and other ornaments that proportionally relate to the building. Appropriate balustrades often convey a heavier visual appearance. Center balusters between the top and bottom rails and space them about three inches apart.

Roofs

- 4.5.1 Adhere to Guidelines for retention of historic fabric when altering roof components.
- 4.5.4 Standing seam metal roofs shall have a pan width no greater than 24 inches. Pans shall be completely flat without corrugation. Provide double locked seams with flush ridge and hip flashings on contributing structures.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

Decks and Patios

- 4.6.4 Construct low profile decks and patios that eliminate requirements for handrails and excessive screening.

Masonry

- 5.1.1 Adhere to Guidelines for retention of historic fabric when altering masonry materials.
- 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.
- 5.1.5 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.

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

- 5.3.1 Adhere to Guidelines for retention of historic fabric when altering metal materials.

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 of 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.

If the accessory building is with modern materials:

Contemporary Materials

- 5.5.1 In general, contemporary material shall match the dimension, shape and texture of their counterparts commonly found in the historic districts.
- 5.5.2 Use contemporary and nontraditional materials in traditional ways. Apply materials in a traditional manner that conveys the same visual appearance as historic materials.
- 5.5.3 Contemporary and nontraditional materials should convey appropriate historic material characteristics, and will be evaluated on a case-by-case basis for appearance, dimension, texture, color, sheen, visual weight and similar characteristics.
- 5.5.4 Aluminum siding, vinyl siding, masonite siding, artificial brick sheathing, thin set stone veneer, stamped concrete and similar types of contemporary materials that imitate historic materials are not appropriate in the historic districts.
- 5.5.5 Cement board with a smooth finish is acceptable as the predominant siding material for infill construction and non-historic accessory structures.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – November 2021

- 5.5.6 Contemporary materials such as synthetic slate and fiberglass asphalt shingles are acceptable for sloped roofing regardless of building age. Select fiberglass asphalt shingles from a darker color palette. Contemporary membrane and roll roofing are acceptable for low-sloped roofs with a 1 inch per foot pitch or less regardless of building age.

Demolition

- 6.4.4 Prepare drawings and photographically document the site prior to demolition. Include photographs of interiors, exteriors, architectural elements and context within the streetscape.
- 6.4.5 Notify preservation organizations, and allow for the salvage of design components, architectural features and building materials for reuse.

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

1. The project is located in the *Tight Weave* development pattern;
2. The proposal includes: demolition of an addition to the primary structure, an accessory structure, and two porches; removal of an incongruous material; an addition to a potentially contributing structure; new construction of an accessory structure and two replacement porches;
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: demolition of the rear 1-story addition, garage, front porch, and side porch; removal of existing vinyl siding; replacement of existing wood windows with new wood windows; modifying existing bargeboards and eaves; and construction of a new 2-story addition, front and side porch replacements, new workshop, reroofing the entire house with standing seam metal, new driveway, new patio, replacement walkways, and new plantings, in all AVCs with the following conditions:

- **the applicant is to indicate the installation of any new or relocated lighting and utility equipment to the HPA who will verify compliance before the CoA is valid.**
- **The applicant is to provide the required drawings and photographs of the existing addition and the garage to the HPA and provide the HPA with a copy of the communication with preservation organizations before the CoA is valid.**

7. New Business

A. CoA Extension

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): 720 E. Front Street (vacant)			
Property Owner Name(s): Thomas Aaron & Susan Via Aaron	Owner Mailing Address: 405 S. Samuel Street Charles Town, WV 25414	Phone #'s: 202-966-4162	Email: tatersvia@gmail.com
Applicant Name (if different): GO Architectural Design, PLLC Sarah Afflerbach, AIA	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>
1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed) Build a new story and a half residence on the empty lot. See drawings. <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: (page and guideline number): 2.1.1, 2.1.2, 2.1.3, 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.3.1-4.3.7, 4.4.1-4.4.5, 4.5.1-4.5.6, 4.6.1-4.6.3 <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). Brick masonry, hardie board siding, azek trim, standing seam metal roof, brick masonry retaining wall, painted preservative treated wood louvered foundation coverings, preservative treated painted and stained wood decking, painted metal railing on front, cable rail on rear. <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.

Sarah Atterbark
Signature of Applicant/Owner

11/5/19
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.

Statement of Design Intent

720 East Front Street

We believe that three things inform a house's design: the program, the budget, and the site.

The program is determined by the occupants' preferred lifestyle. In our case, we look to create a home that satisfies our affinity for abundant natural light and our desire to accommodate our day-to-day living functions on the ground floor (this is, after all, our "to-die-in" house) with the second floor housing ancillary, multi-purpose areas such as project rooms that double as guest rooms. We also look to take advantage of the riverfront location by orienting our public spaces (living room and dining room) toward the water.

The budget is set, obviously, by the financial resources that we can allocate toward achieving our vision. We have arrived at a number that we feel affords us the accommodation that suits our needs and desires while also satisfying the graceful eloquence that the site context requires.

Which brings us to the third factor: site. In the case of 720 East Front Street, we seek a functional as well as cultural response. Functionally, we strive to maintain the existing watergate, thereby continuing to merge the river and its beauty into the site and the neighborhood. We also want to preserve the four mature trees along the south side of the lot (two oaks and two pecan trees) as well as renovate the existing granite retaining wall along the same side. We feel that this is an important part of the historic context of the site and assists us in encouraging a merging of street, site, and river. Culturally, we have surveyed the historic district (at both the immediate contextual level and the broader district level) and have derived from that survey an abstraction of historical and vernacular architecture of the area. The proposed gabled, dormered forms recall the historicity of the Historic District. These forms are stepped back from the street toward the south side to achieve the previously-mentioned street-site-river merge. This step-back also reflects the varying setback distances of the other structures on the same side of the block.

The devil is, of course, in the details and we further seek to incorporate architectural features and use materials which, together, produce a harmonious blending of the historic and the current that sits unobtrusively within the architectural setting.

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 Madam:

I am the owner of the property located at:

720 E. Front Street, New Bern, NC, 28560
(address, city, zip code)

I hereby authorize GO Architectural Design, PLLC 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:

405 South Samuel St, Charles Town WV Phone M: 202 966 4162

[Signature]
Owner's Signature

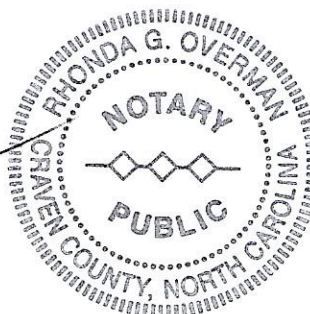
SVSAN M. VIA AARON THOMAS J. AARON
Print Name

05 NOV 2019
Date

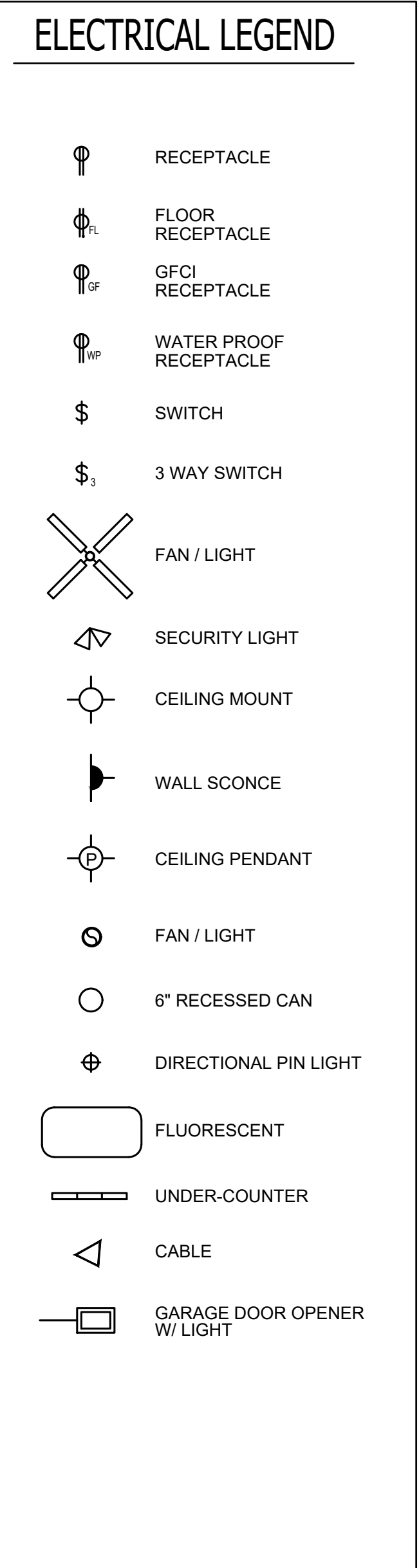
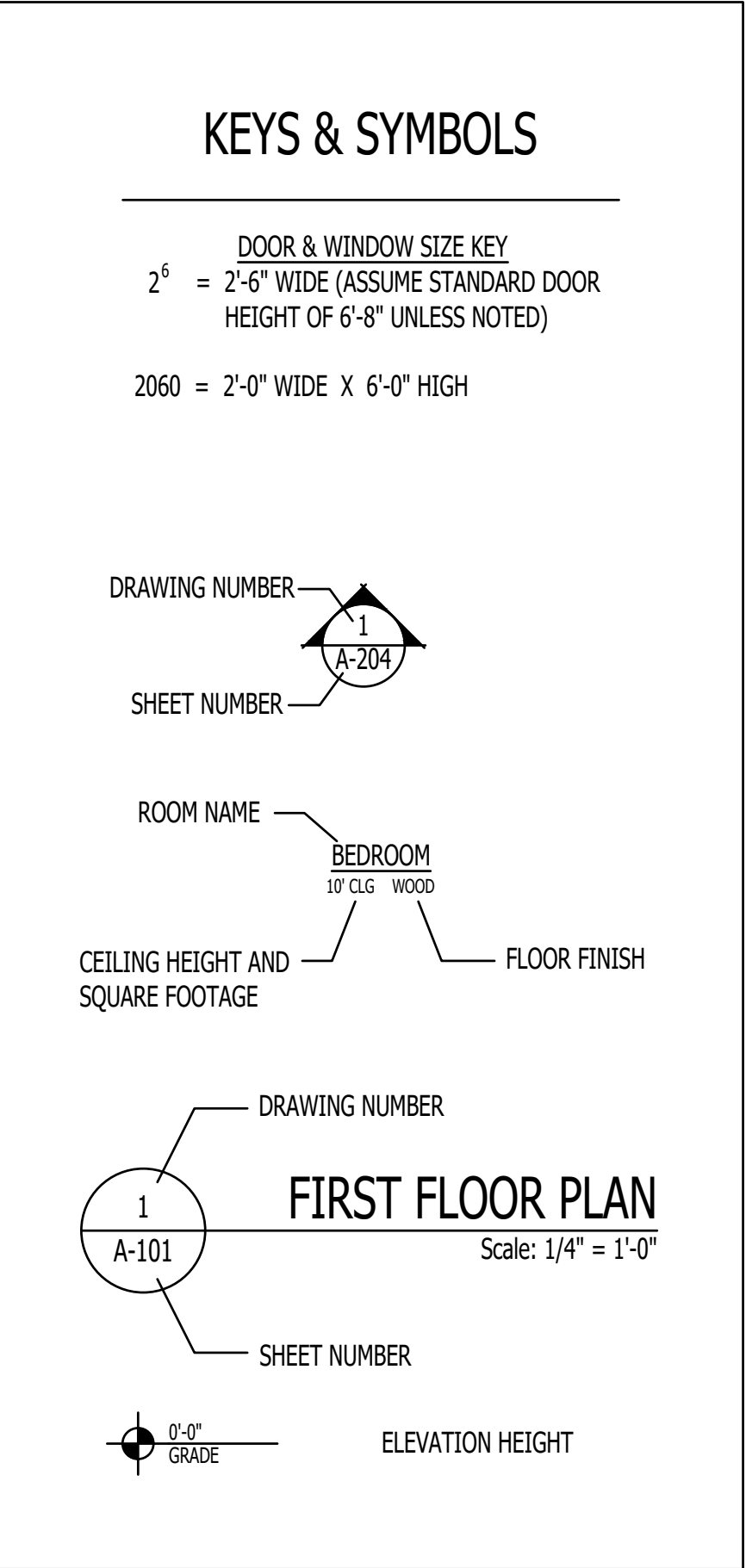
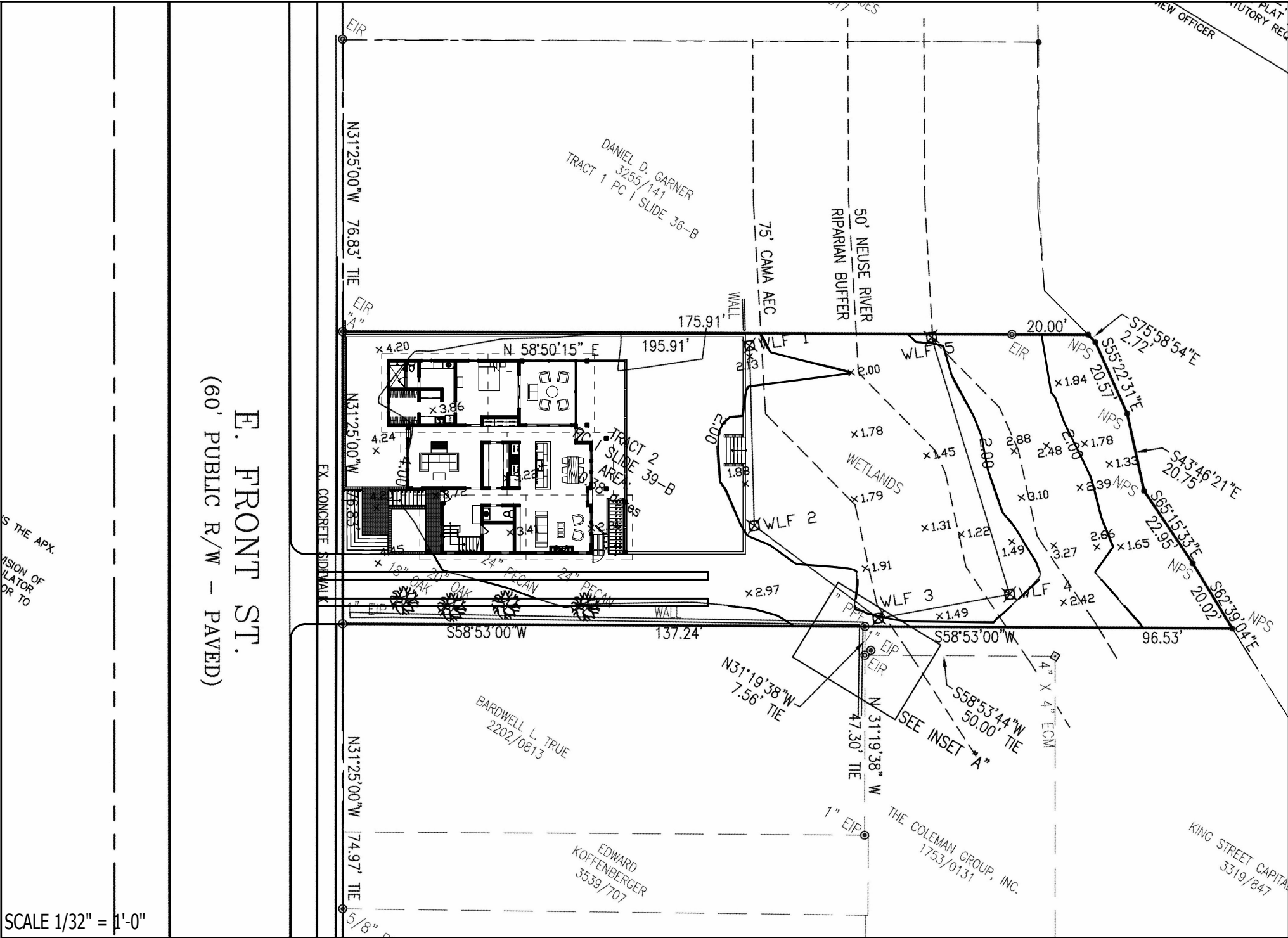
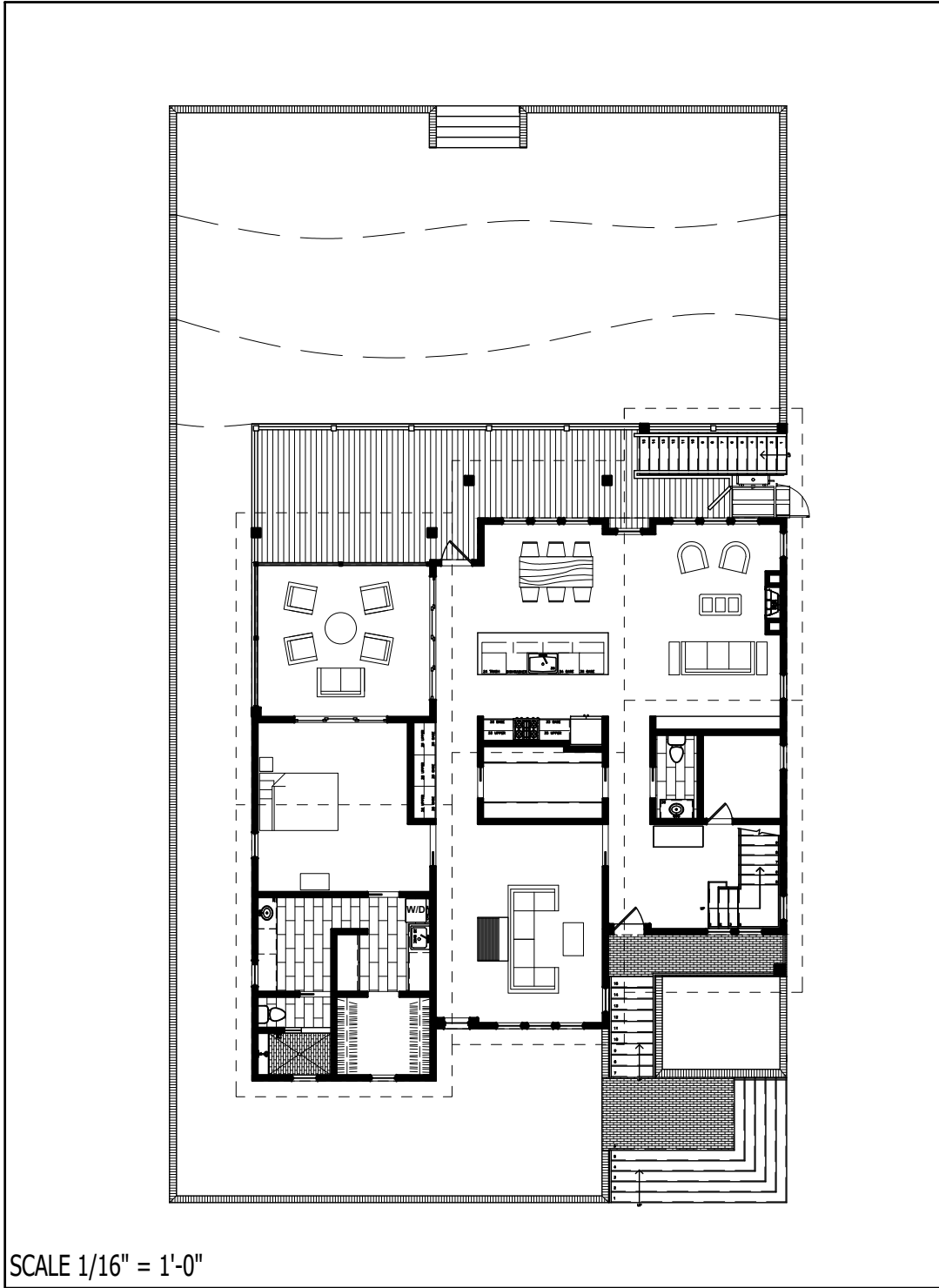
Sworn to and subscribed before me this 5 day of November, 2019

[Signature]
Notary Public:

My commission expires: 08/31/2022

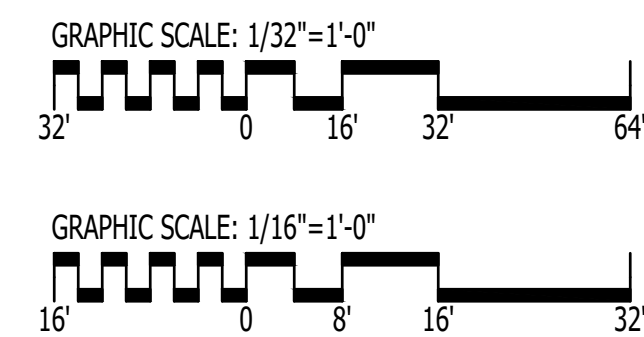


VIA AARON RESIDENCE



SHEET SCHEDULE	
G-101	TITLE SHEET
A-101	GARAGE FLOOR PLAN
A-102	FIRST FLOOR PLAN
A-103	SECOND FLOOR PLAN
A-104	ROOF PLAN
A-105	FOUNDATION PLAN
A-106	1ST FLOOR FRAMING PLAN
A-107	2ND FLOOR FRAMING PLAN
A-108	ROOF FRAMING PLAN
A-201	ELEVATIONS
A-202	ELEVATIONS
A-203	ELEVATIONS
A-204	ELEVATIONS
A-205	ENLARGED KITCHEN
A-301	SECTION
A-302	WALL SECTION
E-101	ELECTRICAL PLANS
E-102	ELECTRICAL PLANS

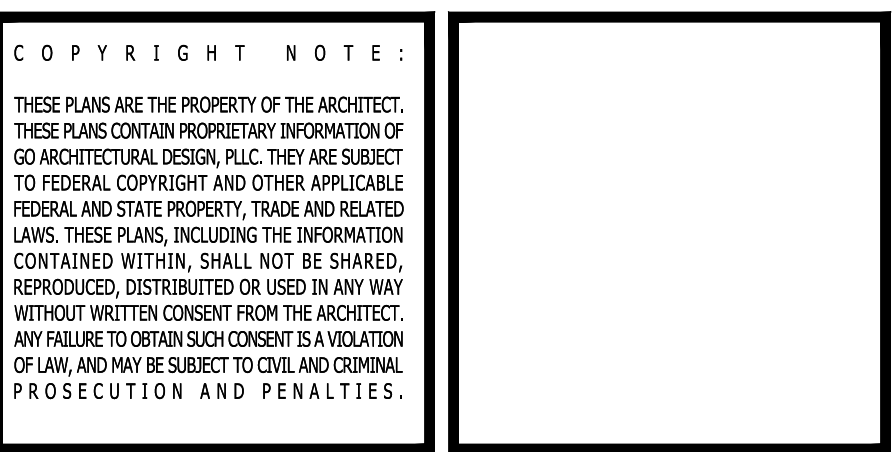
NET SQUARE FOOTAGE	
NON HEATED	
PORCH	872 SF
TOTAL	872 SF
HEATED / COOLED	
FIRST FLOOR PLAN	1,849 SF
SECOND FLOOR	1,063 SF
TOTAL	2,912 SF



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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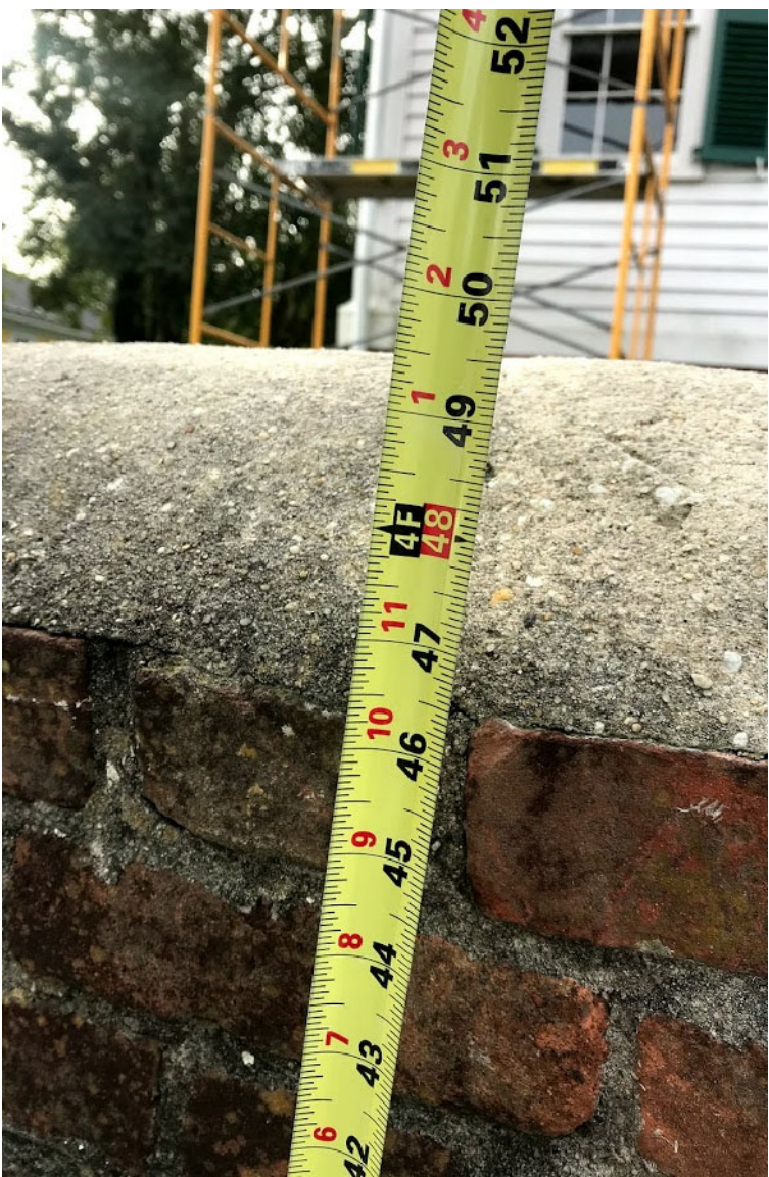
Date:	11.14.2019
Revisions:	

VIA AARON RESIDENCE
720 E FRONT STREET - NEW BERN, NC





HOLLISTER HOUSE - BROAD STREET



613 BROAD STREET



TOWNHOUSES - BROAD STREET



411 E. FRONT STREET

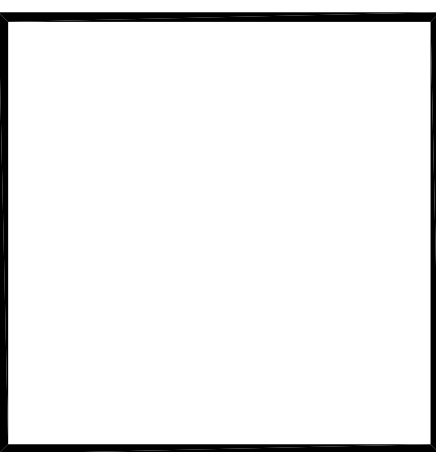


511 E. FRONT STREET



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Date: 11.14.2019

Revisions:

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PHOTO

12 X 18 SHEETS ARE HALF SIZE



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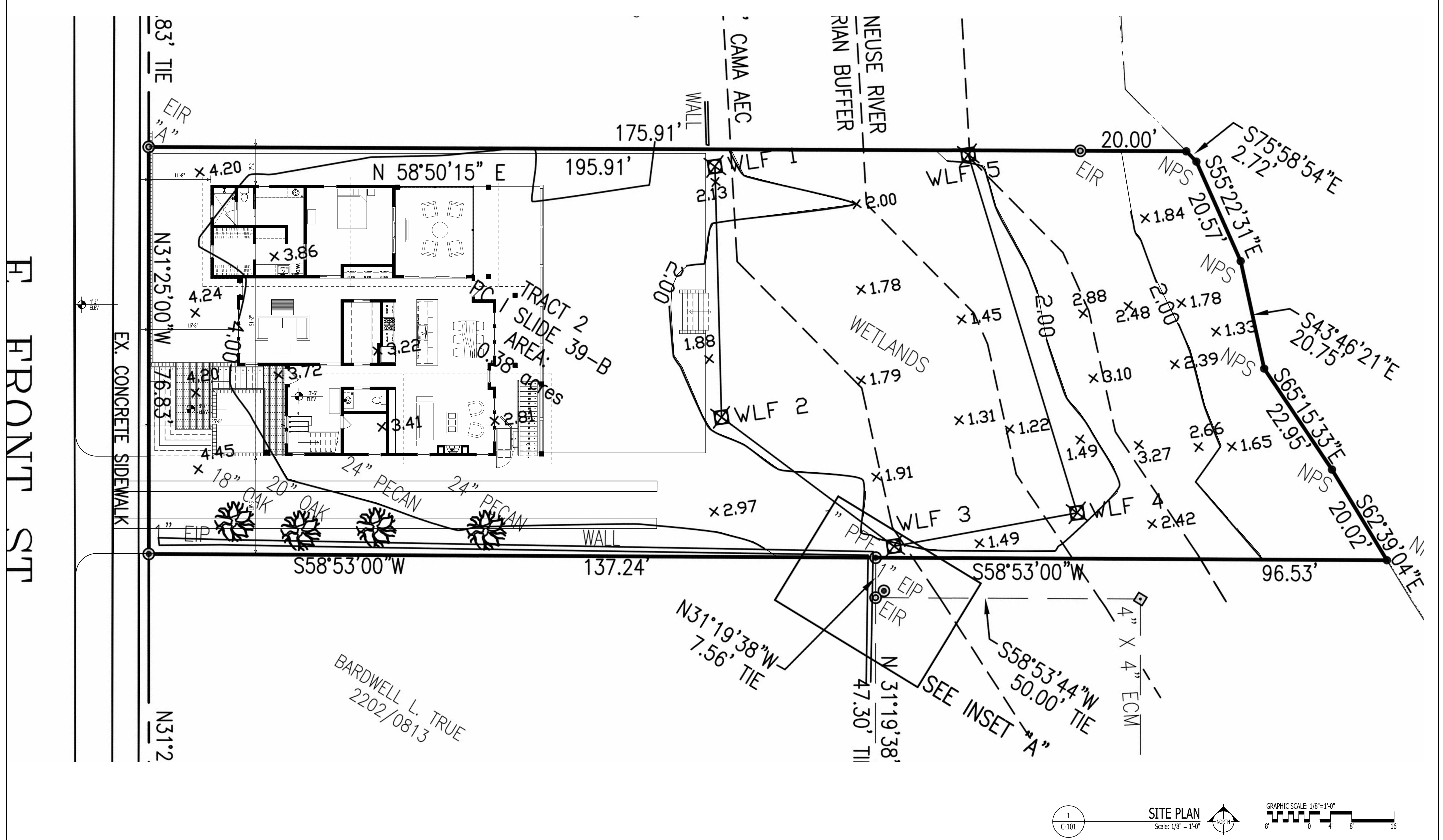
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Revisions:

PHOTO

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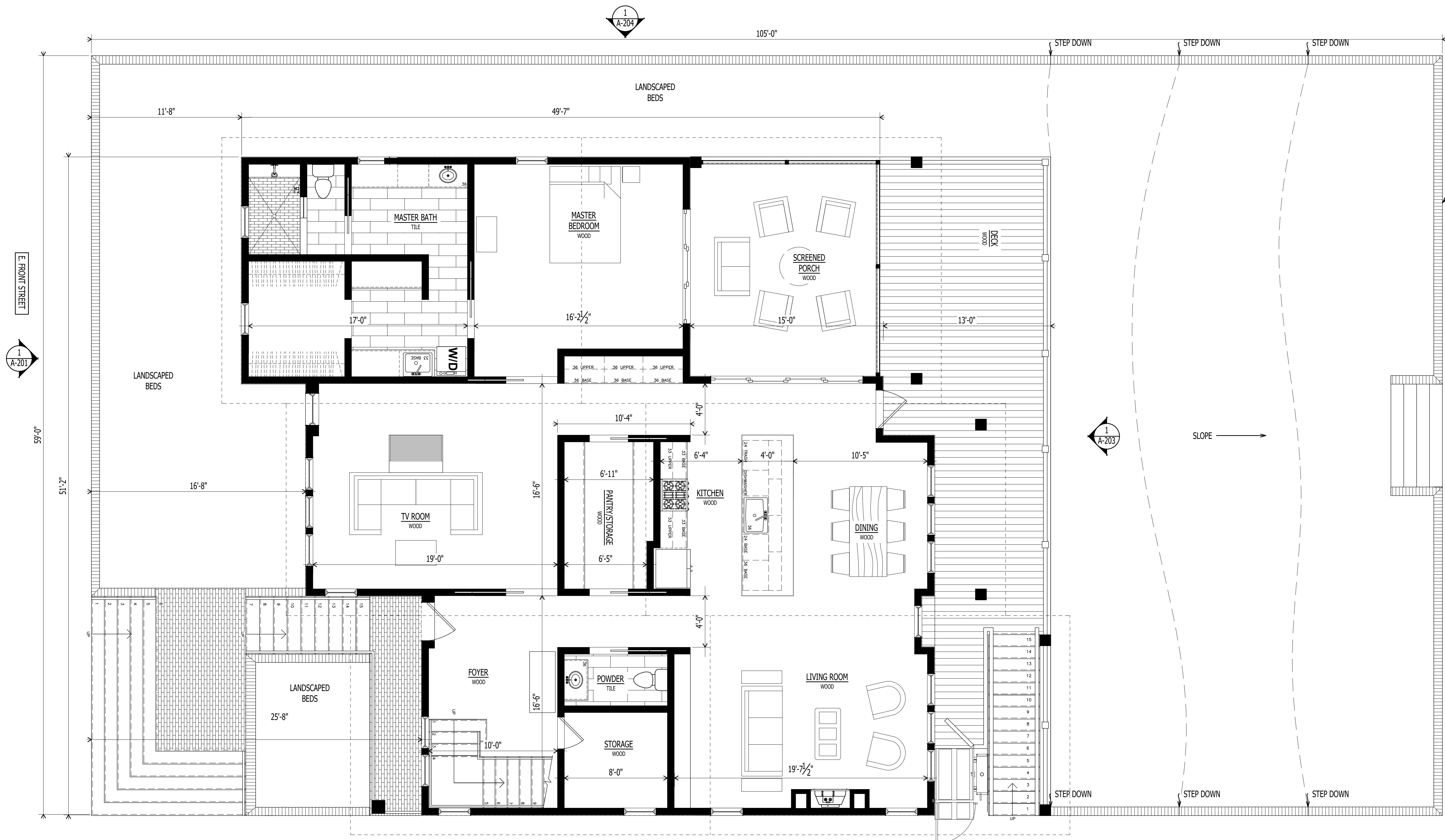
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Revisions:

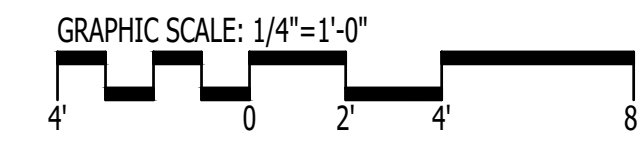
VIA AARON RESIDENCE 720 E FRONT STREET - NEW BERN, NC

C-101
SITE PLAN

12 X 18 SHEETS ARE HALF SIZE

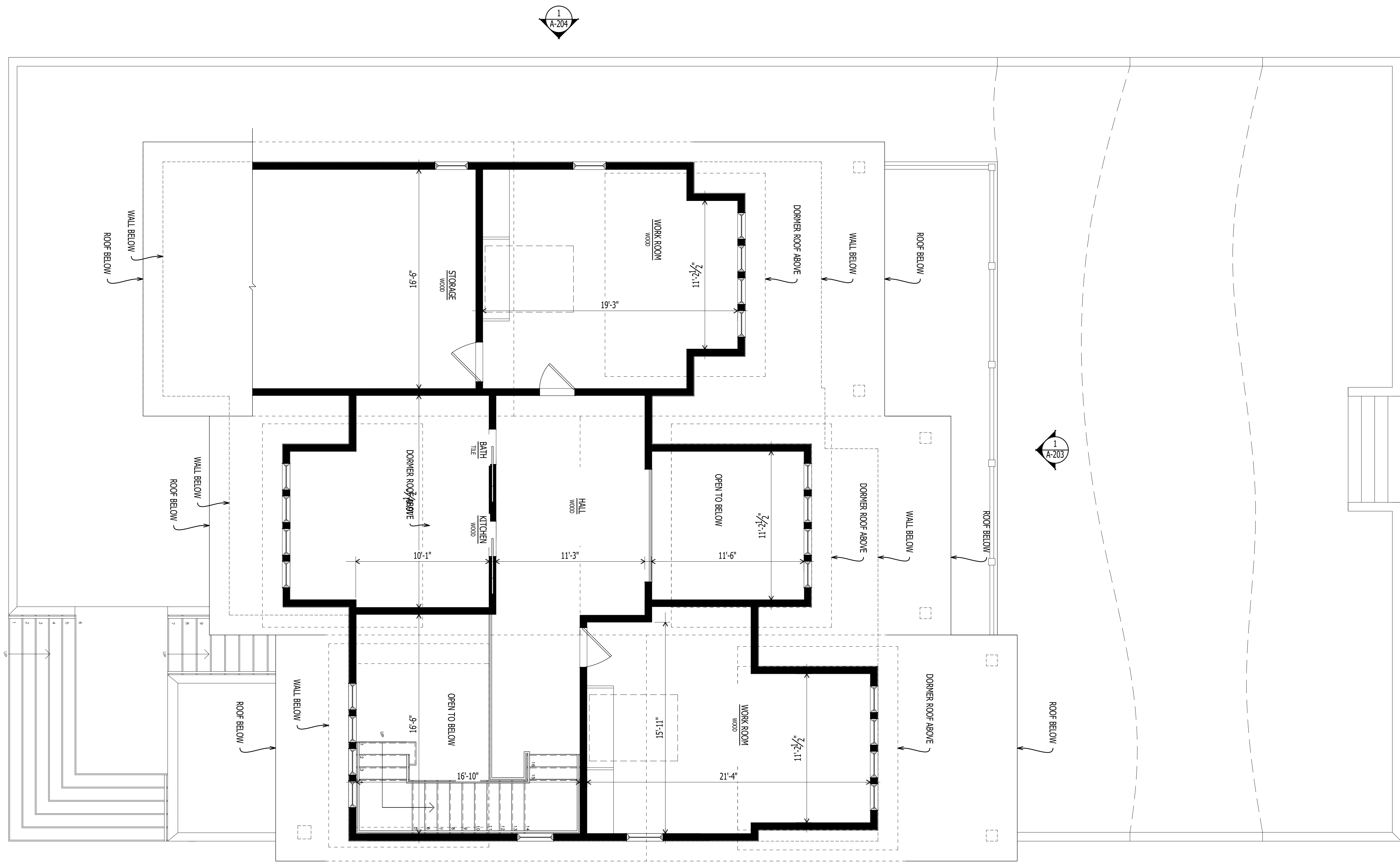


NET SQUARE FOOTAGE	
NON HEATED	
PORCH	872 SF
TOTAL	872 SF
HEATED / COOLED	
FIRST FLOOR PLAN	1,849 SF
SECOND FLOOR	1,063 SF
TOTAL	2,912 SF



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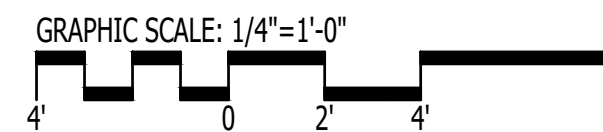
1
A-101
FIRST FLOOR PLAN
Scale: 1/4" = 1'-0"



NET SQUARE FOOTAGE

NON HEATED	
PORCH	872 SF
TOTAL	872 SF

HEATED / COOLED	
FIRST FLOOR PLAN	1,849 SF
SECOND FLOOR	1,063 SF
TOTAL	2,912 SF



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



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Date: 11.14.2019

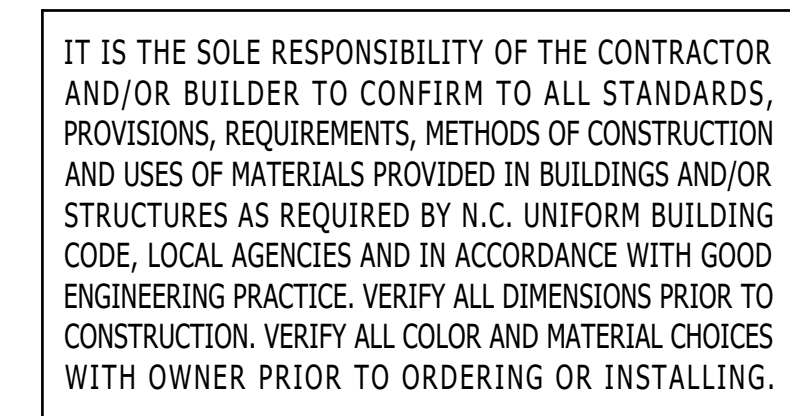
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A-101

FIRST FLOOR PLAN

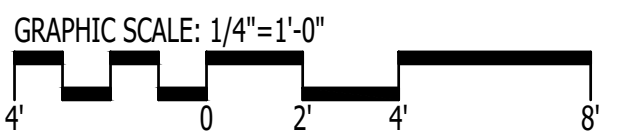
12 X 18 SHEETS ARE HALF SIZE





1
A-202

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

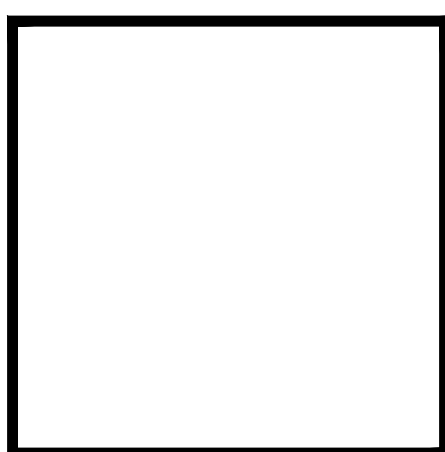


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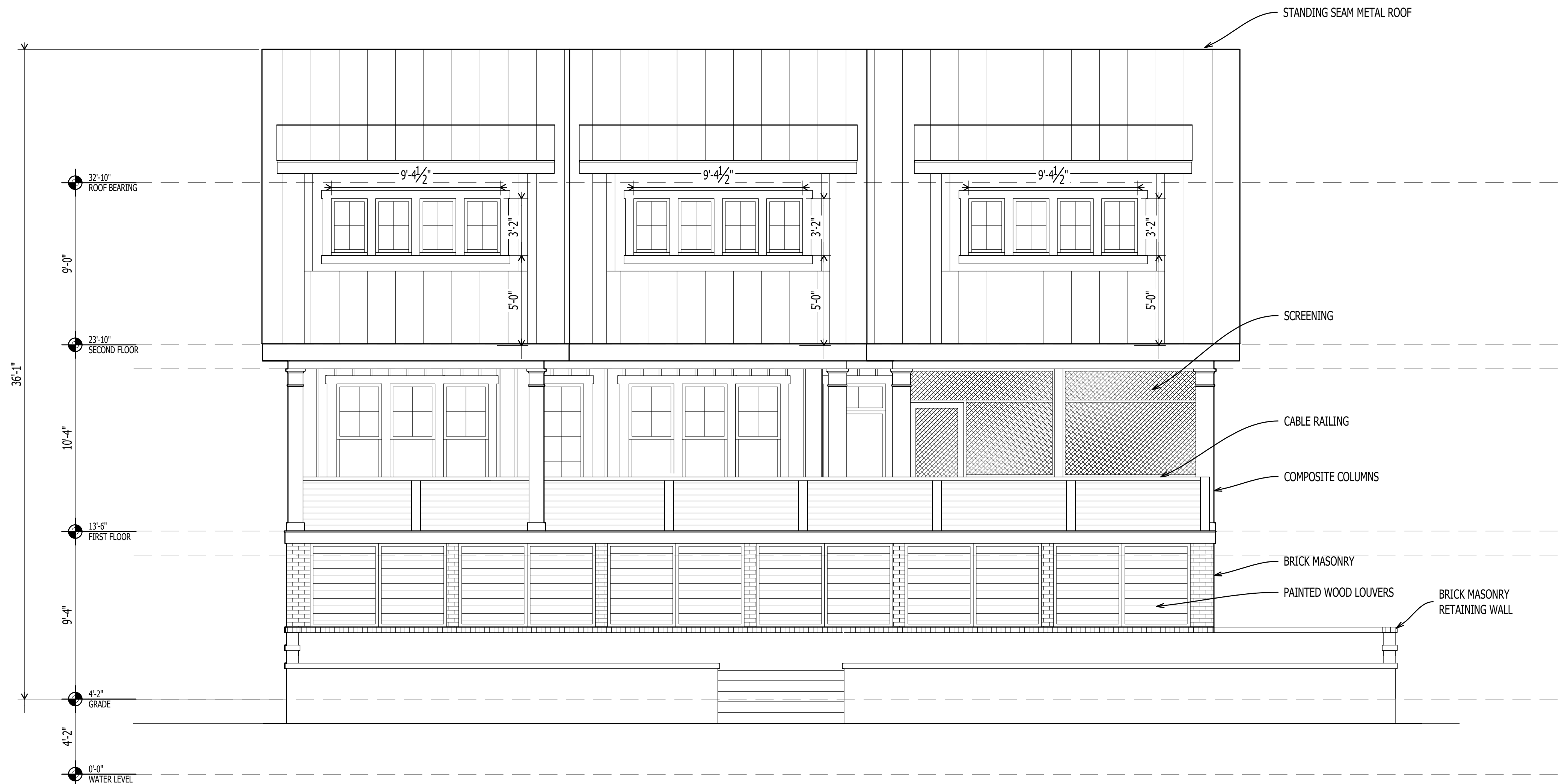
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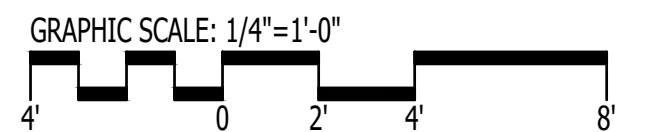
A-202

ELEVATIONS

12 X 18 SHEETS ARE HALF SIZE



1
A-203
ELEVATION
Scale: 1/4" = 1'-0"

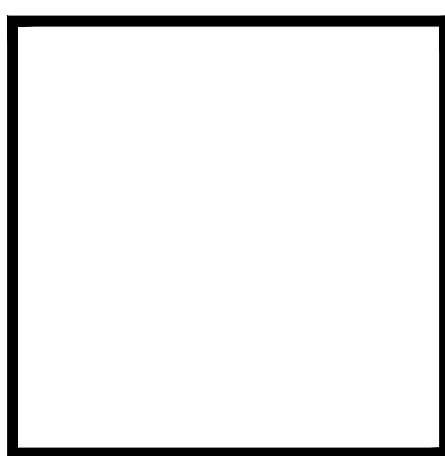


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Date: 11.14.2019

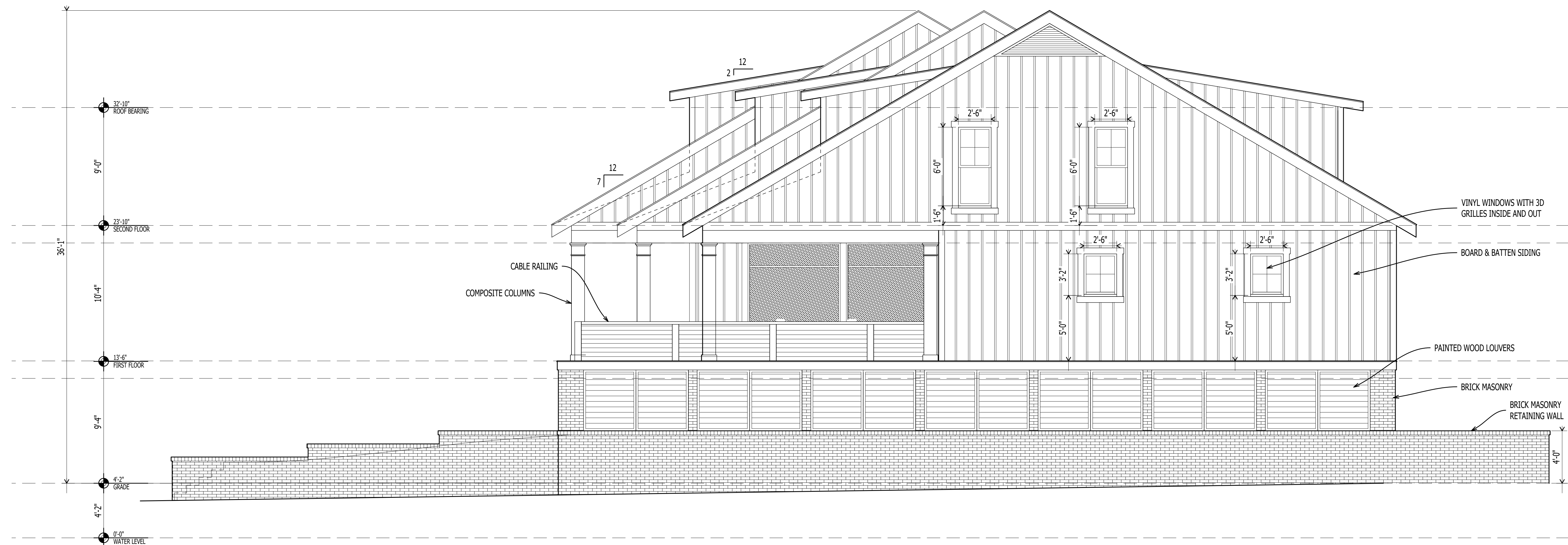
Revisions:

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720 E FRONT STREET - NEW BERN, NC

A-203

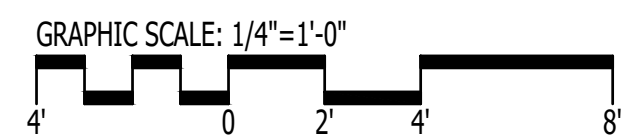
ELEVATIONS

12 X 18 SHEETS ARE HALF SIZE



1
A-204

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



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Date: 11.14.2019

Revisions:

VIA AARON RESIDENCE
720 E FRONT STREET - NEW BERN, NC

A-204

ELEVATIONS

12 X 18 SHEETS ARE HALF SIZE



Flood Information

Click the map to view information.

Map Location

Flood Zone: AE

Flood Source: Neuse River

Base Flood Elevation: 9 ft More

County: Craven

Political Area: City Of New Bern

CID: 370074

Panel: 5580 Download

Map Number: 3720558000K

Panel Effective Date: 6/19/2020

Latitude: 35.11305

Longitude: -77.03737

Address locations are approximate.
706 E Front St, New Bern, NC, 28560

Risk Information

Financial Vulnerability



Expiration Date: 11/20/2020

Permits must be acquired, or significant amount of work started, prior to expiration date. Requests for an extension must be made prior to expiration.

CERTIFICATE OF APPROPRIATENESS

Applicant: Thomas and Susan Via Aaron
Authorized Representative: GO Architectural Design, PLLC
Property Owner(s): Thomas and Susan Via Aaron
Property Address: 720 E. Front St., New Bern NC 28560
Description of Work: – to include a new infill house.

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

Comments/Signature/Date:

ZONING ADMINISTRATOR:

[Signature] 11/20/19

CHIEF BUILDING INSPECTOR:

Building Permit required

[Signature] 11-22-19

The Historic Preservation Commission reviewed the application on November 20, 2019 and

Approved X Disapproved _____ Approved with conditions listed below _____

the request in accordance with the New Bern Historic District Ordinance and Design Guidelines.

Conditions:

Commission Administrator:

[Signature]

Date:

11/22/19



NEW BERN

NORTH CAROLINA

CERTIFICATE OF APPROPRIATENESS

EXTENSION

Applicant: Thomas and Susan Via Aaron
Authorized Representative: GO Architectural Design, PLLC
Property Owner(s): Thomas and Susan Via Aaron
Property Address: 720 E. Front St., New Bern NC 28560
Description of Work: to include a new infill house.

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

Comments/Signature/Date:

ZONING ADMINISTRATOR:

Ally L. 11-20-2020

CHIEF BUILDING INSPECTOR:

Building Permits needed

Mark B. 11-18-20

The Historic Preservation Commission reviewed the application on November 20, 2019 and

Approved X Disapproved _____ Approved with conditions listed below _____

the request in accordance with the New Bern Historic District Ordinance and Design Guidelines.

Conditions:

Historic Preservation Administrator: _____

Matthew Shelly

Date: _____

Expiration Date: 11/20/2020

Extension to 11/20/2021

Permits must be acquired, or significant amount of work started, prior to expiration date. Requests for an extension must be made prior to expiration.

5. Old Business (non-hearing items tabled or continued from a previous meeting): none
6. General Public Comments
7. New Business:
 - A. **CoA Extension:** 720 E. Front St. – extension to November 20, 2022.
 - B. **Trent Court Task Team:** assign team members
 - C. **Establish deadline for Design Review Meeting application items**
8. HPC Administrator's Report
 - A. Report on CoAs Issued 10/12/2021 – 11/10/2021
MAJORS and AMENDMENTS:
 1. 407 Avenue D – to include a new shed in the Tertiary AVC.MINORS:
 1. 207 Hancock St. – portion paved driveway
 2. 311 Hancock – chiller, fencing, shrubs
 3. 403 Avenue C – driveway
 4. 405 Avenue A – repointing, trim, lintels
 5. 504 S. Front St. – walkway, hvac
 6. 711 E. Front St. – driveway
 7. 750 E. Front St. – bulkhead railing
 - B. Report on CoA Extensions Issued since the Prior Regular Meeting
None
 - C. Other Items and Updates
9. Commissioners' Comments
10. Adjourn