



Development Services Department  
303 First St. P.O. Box 1129  
New Bern, NC 28563  
(252) 639-7581

**TO:** New Bern Historic Preservation Commission  
**FROM:** Matt Schelly, AICP, City Planner  
**DATE:** February 9, 2022  
**RE:** Regular Meeting, **5:30 PM, Wednesday, February 16, 2022, 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. **301 Johnson St.** – to include the installation of 6-foot-high metal gates for the driveway and two pedestrian entries in the Primary AVC.
    - D. **720 Pollock St.** – to include a front porch reconstruction, new rear fencing, a new shed, a new pergola, and new patio paving in all AVCs.
    - E. **816 E. Front St.** – to include a 2-story infill house.
- \*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: None
  8. HPC Administrator's Report:

A. Report on CoAs Issued 01/11/2022 – 02/07/2022

MAJORS, including AMENDMENTS:

1. 211 Johnson St. – landscape plan
2. 211 Pollock St. – rear addition, new walk-in freezer, new recessed side entrance, closing 7 windows, new waterproofing trim, painting waterproofing, new wall-mounted lighting, and new mechanical units on platforms
3. 221 S. Front St. – 1-story addition and site modifications
4. 316 Liberty St. – new infill 1-story house and parking area
5. 509 Broad St. – front access ramp – landscaping condition met
6. 521 Hancock St. – roof revisions to an existing garage
7. 616 New St. – new shed, extend the driveway, and new fencing

MINORS:

1. 212 Johnson St. – Front fence revisions, new front gate
2. 309 New St. – tree replacement
3. 312 Metcalf St. – window restorations, porch lighting, trim
4. 521 Hancock St. – replacement of three trees

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

C. Other Items and Updates

9. Commissioners' Comments

10. Adjourn