



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:** March 8, 2022  
**RE:** Regular Meeting, **5:30 PM, Wednesday, March 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. **521 E. Front St.** – to include a new roof structure for the garage, metal roofing, and new wood, hinged garage doors in the Secondary and Tertiary AVCs.
  - C. **720 Pollock St.** – to include a front porch reconstruction, new rear fencing, and new patio paving in all AVCs.
  - D. **404 Avenue C** – to include an amendment to the approved CoA for front and side porch design revisions in the Primary and Secondary AVCs.
  - E. **212 Change St.** – to include: an extension to the enclosed rear porch, rear roof overhang extension, a new pergola, a new brick and metal gateway, new landscaping, and a storage closet addition to the accessory dwelling unit all in the Secondary and Tertiary 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. Select Acting Chair and Acting Vice Chair for the April 20, 2022 Regular Meeting
8. HPC Administrator's Report:
  - A. Report on CoAs Issued 02/08/2022 – 03/08/2022
    - MAJORS, including AMENDMENTS:
      1. 301 Johnson St. – gates
    - MINORS:
      1. 400 New St. – landscaping
  - B. Report on CoA Extensions Issued since the Prior Regular Meeting: None
  - C. Other Items and Updates
9. Commissioners' Comments
10. Adjourn