



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:** April 2, 2022  
**RE:** Design Review Meeting, 5:30 PM, Wednesday, April 6, 2022, in the Development Services Conference Room, 303 First St.

**DESIGN REVIEW AGENDA – 5:30 PM**

**I. Informal Board Discussion Items (part 1) -**

**A. Fence Height** - discussion

**II. Application Design Review** - Consider certificate of appropriateness applications for proposed major exterior alterations:

**A. 207 Pollock St.** – Front porch reconstruction, new rear fencing, and new patio paving

**B. 216 Johnson St.** – Fencing on brick wall

**C. 823 Pollock St.** – Gate replacement

**D. 411 Broad St.** – Rear patio and fence; front facade revisions

**E. 509 Queen St.** – New infill house

**F. 101 King St.** – Demolish existing non-contributing structure and build a new house

**G. 810 E. Front St.** – Amendment to CoA for front exterior

**H. 512 Middle St.** – Landscape plan

**I. 216 Johnson St.** – Add fencing on garden wall in all AVCs

**J. 407 Avenue D** – new metal garage

**III. Informal Design Review** – Discussions with potential applicants prior to submitting a formal application. Potential applicants may show up with nothing more than a verbal description, however photos and other information are more helpful.

**A. Trent Court**

**IV. Informal Board Discussion Items (Part 2) -**

**A. Prevention of Demolition by Neglect Work Group** – report

**B. Guidelines Updates Work Group** – report

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

**D. Preservation Awards Work Group** – report

**V. Project Follow-Ups, Updates, and Questions**

**A. CoAs denied** – None

**B. CoAs issued** in March

MAJORS:

212 Change St. – rear porch extension, roof extension, pergola, gateway, landscaping, closet

404 Avenue C – Amendment – porch and workshop gable revisions

521 E. Front St. – new garage roof and doors

MINORS:

312 Metcalf St. – driveway and walkway paving, wood deck, free-standing fence

511 New St. – new pool

760 E. Front St. (Slip D) – boat lift, pilings

813 N. Cool St. – gate and porch extension

**C. Resiliency Plan:** report on adoption of the Plan

**VI. Enforcements** - Old and New since last DR meeting

**A. Ongoing, Formal:**

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

221 E. Front St. – long-time DBN case – “221 Team” mtg. with owner March 2022

**B. Preliminary, Informal:**

214 Pollock ROW – replacement tree – reminded Horton

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

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

711 Pollock St. – paint removal – no new action since early 2020; met with owner 2021

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

**C. Remaining to begin contact/enforcement:**

306 Metcalf St. – new gate w/o CoA

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

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

508 C St. – porch revision w/o CoA

509 Craven – follow up on 2018 violation, porch columns

510 C St. – shed w/o CoA

511 Middle St. – fence w/o CoA

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

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

605 Hancock St. – mech unit w/o CoA for screening

624 E. Front St. – installation of fencing not according to CoA or Guidelines

702 E. Front St. – landscaping required as condition of CoA not yet installed

707 Craven St. – post removed w/o CoA

715 Craven St. – new shed w/o CoA

809 N. Craven St. – replacement of siding and window trim w/o consent or CoA; owner to contact HPA

812 Queen St. – building demolition w/o CoA

813 N. Cool Ave. – mech unit needs screening, porch expansion w/o CoA

911 Broad St. – porch revision w/o CoA

1117 N. Craven St. – installation of driveway and tree removal w/o CoA; **new** owner with plans to revise the driveway; installation of a shed w/o CoA

**VII. Staff and Board:**

A. **Training:** None this month; on-line Resilience & Disaster webinar June 2 and June 16

**VIII. Requests by Commission Members for Future Work Session Items**

**IX. Adjourn**