



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:** May 11, 2022  
**RE:** Regular Meeting, **5:30 PM, Wednesday, May 18, 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. **823 Pollock St.** – to include installation of a new, 6-foot-high, wood gate for the driveway in the Primary AVC.
  - C. **226 New St.** – to include installation of a shed in the Tertiary AVC.
  - D. **244 Middle St. and Pollock St., Middle St., and Craven St. Rights-of-Way** – to include installation of cable access boxes flush with the surface of the sidewalk in the Primary AVC.
  - E. **407 Avenue D** - to include installation of an accessory structure in the Tertiary AVC.
- \*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.).*
4. Old Business (non-hearing items tabled or continued from a previous meeting):
  - A. **Awards Work Group Discussion**
5. General Public Comments
6. New Business: none

*Everything comes together here.*

7. HPC Administrator's Report:
  - A. Report on CoAs Issued 04/13/2022 – 05/10/2022  
MAJORS, including AMENDMENTS:
    1. 216 Johnson St. – fencing
    2. 207 Pollock St. – stair removal, door closure, fencing
    3. 411 Broad St. – patio, rear fence, windows, door, lighting
    4. 509 Queen St. – infill houseMINORS:
    1. 215 New St. – tree replacement
    2. 424 Craven St. – tree replacement
    3. 511 Metcalf St. – gutters
    4. 609 New St. – driveway, landscaping
    5. 610 New St. – hvac
    6. 720 Pollock St. – paving, planting, fencing
    7. 720 Pollock St. – tree replacement
  - B. Report on CoA Extensions Issued since the Prior Regular Meeting: None
  - C. Other Items and Updates
8. Commissioners' Comments
9. Adjourn

**FEE SCHEDULE** (office use only)

- [ ] \$22 Standard Application (minor)  
 [ ] \$107 Standard Application (major)



HPC Administrator  
[HPCAdmin@newbernnc.gov](mailto: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):  
 823 Pollock Street

Property Owner Name(s): Jon and Tonyia Behrendt	Owner Mailing Address: 291 Tennessee Circle Mooresville NC 28117	Phone #s: 970-412-5182	Email: tfbehrendt@hotmail.com
Applicant Name (if different):	Applicant Mailing Address:	Phone #s:	Email:

### 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)  
 Replace a swing driveway gate with a slide gate. The installed swing gate is positioned in the mid section of the properties driveway and does not allow for a vehicle to be properly parked within the designed space of the drive way. Relocating the gate to the entrance of the drive way will allow for proper parking of a vehicle and will be more inline with the perimeter wall for greater safety and access without impacting surrounding neighbors or public infrastructure.

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):

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 for

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).

Gate and posts have are black powder-coat metal with an environmentally friendly rust preventing zinc under-coat. The face of the gate is all wood with all sustainable hardwood vertically attached to match existing on-site fencing.

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.

*Jon Behrendt*

Signature of Applicant/Owner

4/4/2022

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.*



FRONT OF GATE



BACK OF GATE













## 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:**

823 Pollock St. - to include installation of a new, 6-foot-high, wood gate for the driveway in the Primary AVC.

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

Zoning District:

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  4/19/22

**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  4/19/22

## Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – April 20, 2022

**Applicant:** Jon & Tonyia Behrendt  
**Applicant Address:** 291 Tennessee, NC, 28117  
**Project Address:** 823 Pollock St., New Bern, NC

**Historic Property Name:** Alston-Charlotte House

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

**NR Inventory Description (2003):** built mid-18<sup>th</sup> century; Georgian style; one-and-a-half stories; three bays wide, two bays deep; raised entrance stoop; exterior end chimney; steep gambrel roof; three shed dormers.

**Sandbeck Description (1988):** nothing relevant to the wall and gate opening.

**823 Pollock St.** - to include installation of a new, 6-foot-high, wood gate for the driveway in the Primary AVC.

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

### **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.
- 2.5.2 In a Primary AVC, erect low fences and walls with a vertical dimension of four feet or less. Space rectangular wood planks about one inch apart. Space square wood and iron pickets about three inches apart. Orient pickets vertically.

### **Signs**

- 2.8.2 Drive fasteners for signs in mortar joints to prevent damage to the masonry units.

### **Masonry**

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

### **Metal**

- 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.

**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 garden wall modification and gate project;

## **Certificate of Appropriateness Findings and Recommendations**

HPC Regular Meeting – April 20, 2022

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 application is not incongruous with the Guidelines.

### **MOTION**

**Staff recommends the Commission approve this application to include installation of a new, 6-foot-high, wood gate for the driveway in the Primary AVC with the following condition:**

- **Any fastening for the gate structure to the existing brick and stone wall shall only be embedded into the mortar joints, not into the bricks or stones.**



**FEE SCHEDULE** (office use only)

- [ ] \$22 Standard Application (minor)  
 [ ] \$107 Standard Application (major)



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- 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: *(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)

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):

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).

Continued on additional sheet or attached brochure ☐

## 226 New St. – Applicant's Images 2022-04-05

Signed page 2 of application form

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)
<input checked="" type="checkbox"/> Site plan (with annotated notes showing existing site and requested work)
<input type="checkbox"/> Photographs of the building and location where the proposed work will be completed
<input type="checkbox"/> Annotated notes or photos of materials to be used (samples may also be submitted)
<input checked="" type="checkbox"/> Floor plan with dimensions (for additions)
<input checked="" type="checkbox"/> Elevations with dimensions (for exterior additions or renovations)
<input checked="" type="checkbox"/> Supporting materials (brochures, photos of similar New Bern projects, estimates, etc.)
<input type="checkbox"/> 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.

Anneke Smith  
Signature of Applicant/Owner

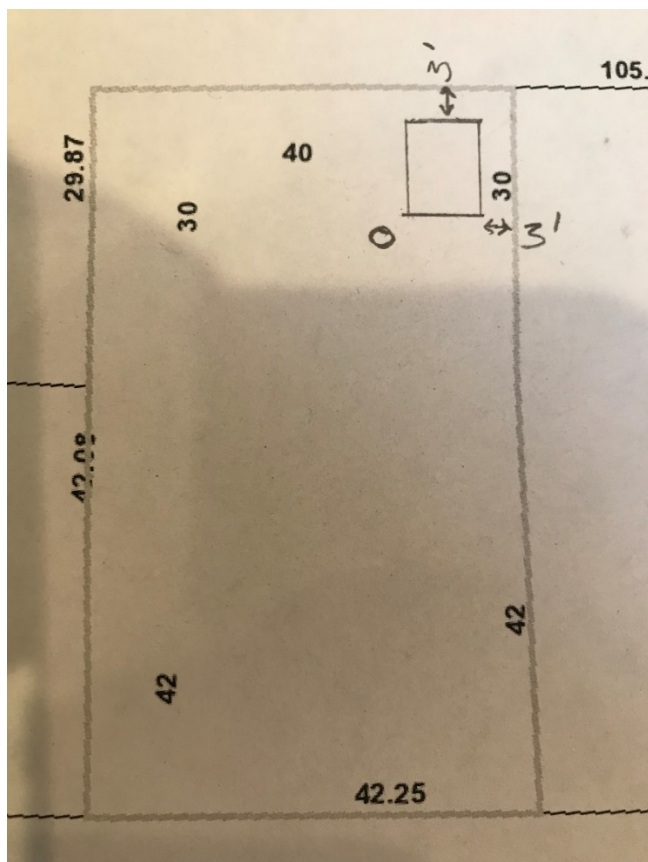
6 April 22  
Date

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.

CoA App 071515.doc



# Site Plan



**Streetview image, dated July 2018**

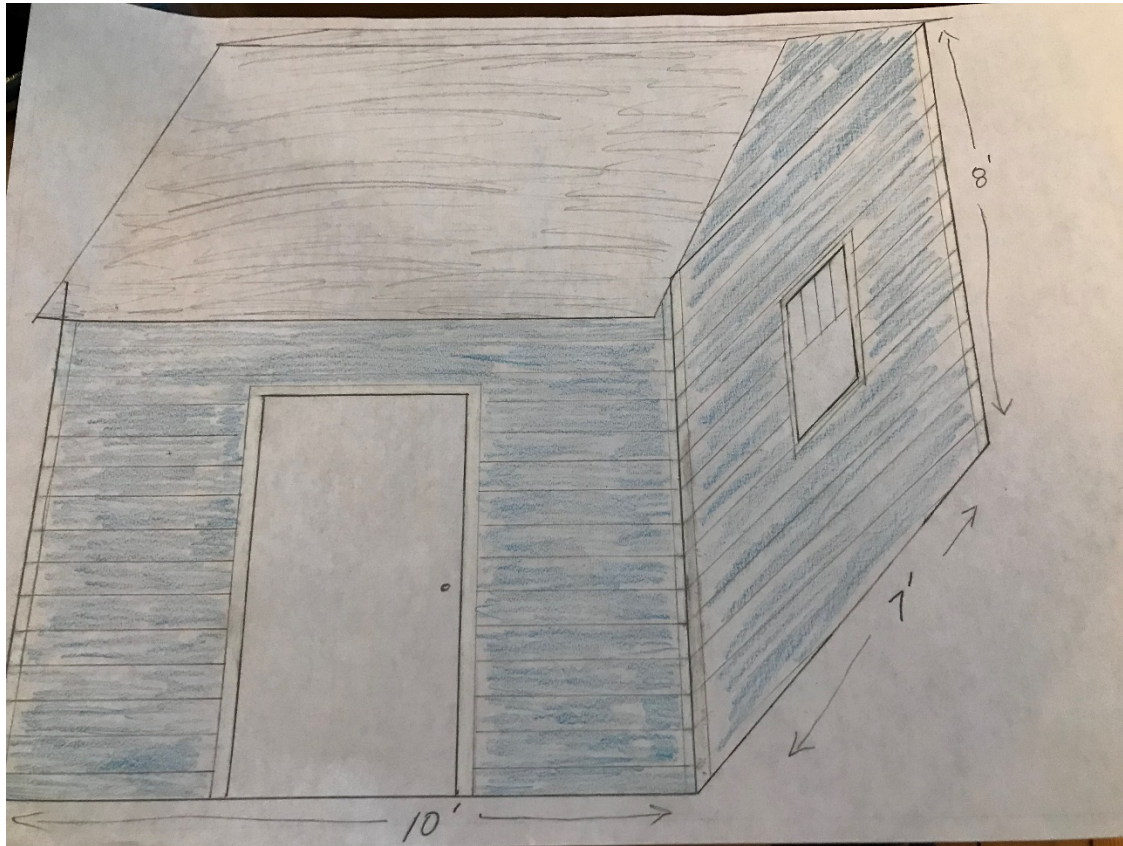


**Photo of Future Shed Location**





Sketch of Proposed Shed



Ronald R Saulnier  
226 New Street  
New Bern, NC 28560

## II. Project Information

1. Addition of a 7' wide X 10' long and 8" high storage shed built by property owner with assistance from retired contractor. Shed will sit on 6" X 6" pressure treated wood posts cemented in ground as the foundation. Shed will be constructed using wood frame, wood lap siding with wood trim matching and proportional to existing residence; smaller in mass and scale. All wood to be primed, two coats, and painted same as existing residence, Hamilton blue with white trim. Gable roof will have architectural shingles and be similar in shape and slope as existing residence. The structure will have one double hung window facing south; one door facing west. Structure will sit at right rear (NE) corner of lot in tertiary AVC. It will sit 3' from property line at rear (N) and side (E).
2. 2.6.1, 2.6.2, 2.6.3
3. Pressure treated wood for foundation and floor, wood for frame, siding, and door. Wood framed double hung glass window. Architectural black shingles on roof.



## 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:** 226 New St. – to include installation of a shed in the Tertiary AVC.

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

Zoning District: R-10

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:

Zoning Administrator

*[Signature]* 2/13/22

**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

*[Signature]* 5/13/22

## Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – May 18, 2022

**Applicant:** Ronald & Penelope Saulnier  
**Owner's Address:** 226 New St., New Bern, NC  
**Project Address:** 226 New St., New Bern, NC

**Historic Property Name:** Thomas B. Whitehurst House

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

**NR Inventory Description (1988):** built ca. 1917; Foursquare; two stories; three bays wide at first level, tripartite window at second level; full-width hip roof porch; hip roof with hipped dormer; interior chimney.

**Sandbeck Description (1988):** N/A

**226 New St.** - to include installation of a shed in the Tertiary AVC.

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

### **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.
- 2.6.3 Accessory structures such as sheds, gazebos, pergolas, arbors, trellises, and similar types of site improvements with minimal foundations are to serve as focal points within rear yard landscapes. These forms and detailing have little relationship to historic fabric and can be easily removed without creating permanent damage.

### **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.

### **Foundations**

- 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**

- 4.2.4 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**

- 4.3.2 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.

## Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – May 18, 2022

### 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

### 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.
- 5.5.5 Cement board with a smooth finish is acceptable as the predominant siding material for infill construction and non-historic accessory structures.
- 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.

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

1. The structure is a contributing resource in the *Tight Weave* development pattern;
2. The project is within the Tertiary AVC;
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 installation of a shed in the Tertiary AVC.**

**FEE SCHEDULE** (office use only)

- [ ] \$22 Standard Application (minor)  
 [ ] \$107 Standard Application (major)



HPC Administrator  
[HPCadmin@newbernnc.gov](mailto:HPCadmin@newbernnc.gov)

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Type of Project: ☐ Exterior Alteration ☐ Addition ☐ Infill ☐ Site Work ☒ Other

### I. Applicant/Owner Information:

Property Address (Include year built, if known):  
n/a

Property Owner Name(s): City of New Bern	Owner Mailing Address: 303 First Street New Bern, NC 28560	Phone #s: 252-639-7583	Email:
Applicant Name (if different): SEGRA	Applicant Mailing Address: 11215 N Community House Rd 10th floor Charlotte NC 28277	Phone #s: 704-713-8679	Email: Johanna.Shaw@segra.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)

Please see page 3 of this document for detailed scope of work.

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):

Replacement in kind of paver sidewalks. 2.3.3, 5.1.2,

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).

Sand, concrete, pavers as specified by the City of New Bern for replacement in kind of paver sidewalks disturbed by handhole placement.

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)
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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.
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- ◆ 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.

Johanna Shaw Digitally signed by Johanna Shaw  
Date: 2022.04.18 07:58:29 -04'00'

**Signature of Applicant/Owner**

4/18/22

**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.*

NEW BERN SCOPE: BEGINNING AT EXISTING HH-1 (0+00), HEADING EAST ALONG THE SOUTH SIDE OF POLLOCK ST (NS-95828), DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 420FT TO PROPOSED HH-2 (4+20). FROM PROPOSED HH-2, HEADING EAST ALONG THE SOUTH SIDE OF POLLOCK ST (NS-95828) AND CROSSING NORTH CAROLINA OWNED RR 60FT EASEMENT, DIRECTIONAL BORE (1) 4" HDPE SDR11 CONDUIT APPROX. 120FT TO PROPOSED HH-3 (5+40). ENCASE (3) 1.25" HDPE CONDUIT INSIDE 4" HDPE SDR11 CONDUIT. PLACE HH-3 AT BACK OF ROW. ALLOW FOR 16 SQFT OF BRICK AND PAVER REMOVAL AND REPLACEMENT. FROM PROPOSED HH-3, HEADING EAST ALONG THE SOUTH SIDE OF POLLOCK RD (NS-95828), DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 460FT TO PROPOSED HH-4 (10+00). PLACE HH-4 AT BACK OF ROW. ALLOW FOR 16 SQFT OF BRICK AND PAVER REMOVAL AND REPLACEMENT. FROM PROPOSED HH-4, HEADING SOUTH ALONG THE EAST SIDE OF MIDDLE ST (NS-96553), DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 165FT TO PROPOSED HH-5 (11+65). PLACE HH-5 AT BACK OF ROW. ALLOW FOR 16 SQFT OF BRICK AND PAVER REMOVAL AND REPLACEMENT. FROM PROPOSED HH-5, HEADING WEST ON FEDERAL ALLEY, DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 126FT TO PROPOSED BP-1 (12+91). PRIVATE PROPERTY SCOPE: FROM PROPOSED BP-1, HEADING NORTH ONTO CUSTOMER PROPERTY, DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 29FT TO PROPOSED HH-6 (13+20). SECOND ROUTE: FROM PROPOSED HH-4, HEADING EAST ALONG THE SOUTH SIDE OF POLLOCK ST (NS-95828), DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 420FT TO PROPOSED HH-7 (4+20). PLACE HH-7 AT BACK OF ROW. ALLOW FOR 16 SQFT OF BRICK AND PAVER REMOVAL AND REPLACEMENT. FROM PROPOSED HH-7, HEADING SOUTH ALONG THE WEST SIDE OF CRAVEN ST (NS-96895), DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 250FT TO PROPOSED HH-8 (6+70). PLACE HH-8 AT BACK OF ROW. ALLOW FOR 16 SQFT OF BRICK AND PAVER REMOVAL AND REPLACEMENT. LEAVING 50FT OF SLACK IN HH-1, HH-5, HH-6 AND HH-8, AND LEAVING 100FT OF SLACK IN HH-2, HH-3, HH-5 AND HH-7, AND LEAVING 150FT OF SLACK IN HH-4, PLACE APPROX. 2690FT OF 144CT ARMORED FIBER.



ADDRESS: 244 MIDDLE ST, NEW BERN, NC (RAIL ROAD) 28560  
PROJECT NAME: PROPOSED MINI CELL  
SERVICE ORDER: 2484064  
FIBER ORDER ID: ETHR.2019574..SPC  
EBS: S7C6L5-001



CONTACTS

CUSTOMER CONTACT  
KENNETH HARDIN  
865-777-8054  
PROPERTY OWNER  
FAULKENBERRY, JOHN THOMAS  
SEGRA ENGINEER  
RUSSELL MYERS  
833-467-3472  
RUSSELL.MYERS@SEGRA.COM  
UTILITY SOLUTIONS GROUP OSP/ISP  
BRAD PREECE  
704-201-7963  
BRAD@UTILITYSG.COM

PERMITS REQUIRED

- 1 - NEW BERN
- 2 - NCRR

DRAWING INDEX

- 1 - COVER SHEET/SITE LOCATION
- 2 - GENERAL INFORMATION
- 3 - LEGEND
- 4 - GENERAL NOTES
- 5-7 - PROJECT LOCATION
- 8 - FEDERAL ALLEY SITE PLAN
- 9-10 RR PROFILE
- 11 - RR PLAN VIEW
- 12 - PIPE DATA SHEET
- 13-15 - SITE PHOTOGRAPHS
- 16 - PLAT
- 17-18 - TYPICALS
- 19 - PEDESTRIAN TYPICALS
- 20 - TRAFFIC CONTROL
- 21 - RAKE-OFF

SCOPE OF WORK:

NEW BERN SCOPE: BEGINNING AT EXISTING HH-1 (0+00), HEADING EAST ALONG THE SOUTH SIDE OF POLLOCK ST (NS-95828), DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 420FT TO PROPOSED HH-2 (4+20), FROM PROPOSED HH-2, HEADING EAST ALONG THE SOUTH SIDE OF POLLOCK ST (NS-95828) AND CROSSING NORTH CAROLINA OWNED RR 60FT EASEMENT, DIRECTIONAL BORE (1) 4" HDPE SDR11 CONDUIT APPROX. 120FT TO PROPOSED HH-3 (5+40), ENCASE (3) 1.25" HDPE CONDUIT INSIDE 4" HDPE SDR11 CONDUIT, PLACE HH-3 AT BACK OF ROW, ALLOW FOR 16 SOFT OF BRICK AND PAVEMENT REMOVAL AND REPLACEMENT, FROM PROPOSED HH-3, HEADING EAST ALONG THE SOUTH SIDE OF POLLOCK RD (NS-95828), DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 460FT TO PROPOSED HH-4 (10+00), PLACE HH-4 AT BACK OF ROW, ALLOW FOR 16 SOFT OF BRICK AND PAVEMENT REMOVAL AND REPLACEMENT, FROM PROPOSED HH-4, HEADING SOUTH ALONG THE EAST SIDE OF MIDDLE ST (NS-95553), DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 165FT TO PROPOSED HH-5 (11+65), PLACE HH-5 AT BACK OF ROW, ALLOW FOR 16 SOFT OF BRICK AND PAVEMENT REMOVAL AND REPLACEMENT, FROM PROPOSED HH-5, HEADING WEST ON FEDERAL ALLEY, DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 128FT TO PROPOSED BP-1 (12+91)  
PRIVATE PROPERTY SCOPE: FROM PROPOSED BP-1, HEADING NORTH ONTO CUSTOMER PROPERTY, DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 29FT TO PROPOSED HH-6 (13+20)  
SECOND ROUTE: FROM PROPOSED HH-4, HEADING EAST ALONG THE SOUTH SIDE OF POLLOCK ST (NS-95828), DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 420FT TO PROPOSED HH-7 (4+20), PLACE HH-7 AT BACK OF ROW, ALLOW FOR 16 SOFT OF BRICK AND PAVEMENT REMOVAL AND REPLACEMENT, FROM PROPOSED HH-7, HEADING SOUTH ALONG THE WEST SIDE OF CRAVEN ST (NS-96889), DIRECTIONAL BORE (3) 1.25" HDPE CONDUIT APPROX. 250FT TO PROPOSED HH-8 (6+70), PLACE HH-8 AT BACK OF ROW, ALLOW FOR 16 SOFT OF BRICK AND PAVEMENT REMOVAL AND REPLACEMENT, LEAVING 50FT OF SLACK IN HH-1, HH-5, HH-6 AND HH-8, AND LEAVING 100FT OF SLACK IN HH-2, HH-3, HH-5 AND HH-7, AND LEAVING 150FT OF SLACK IN HH-4, PLACE APPROX. 2690FT OF 144CT ARMORED FIBER.

PE SEAL



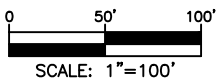
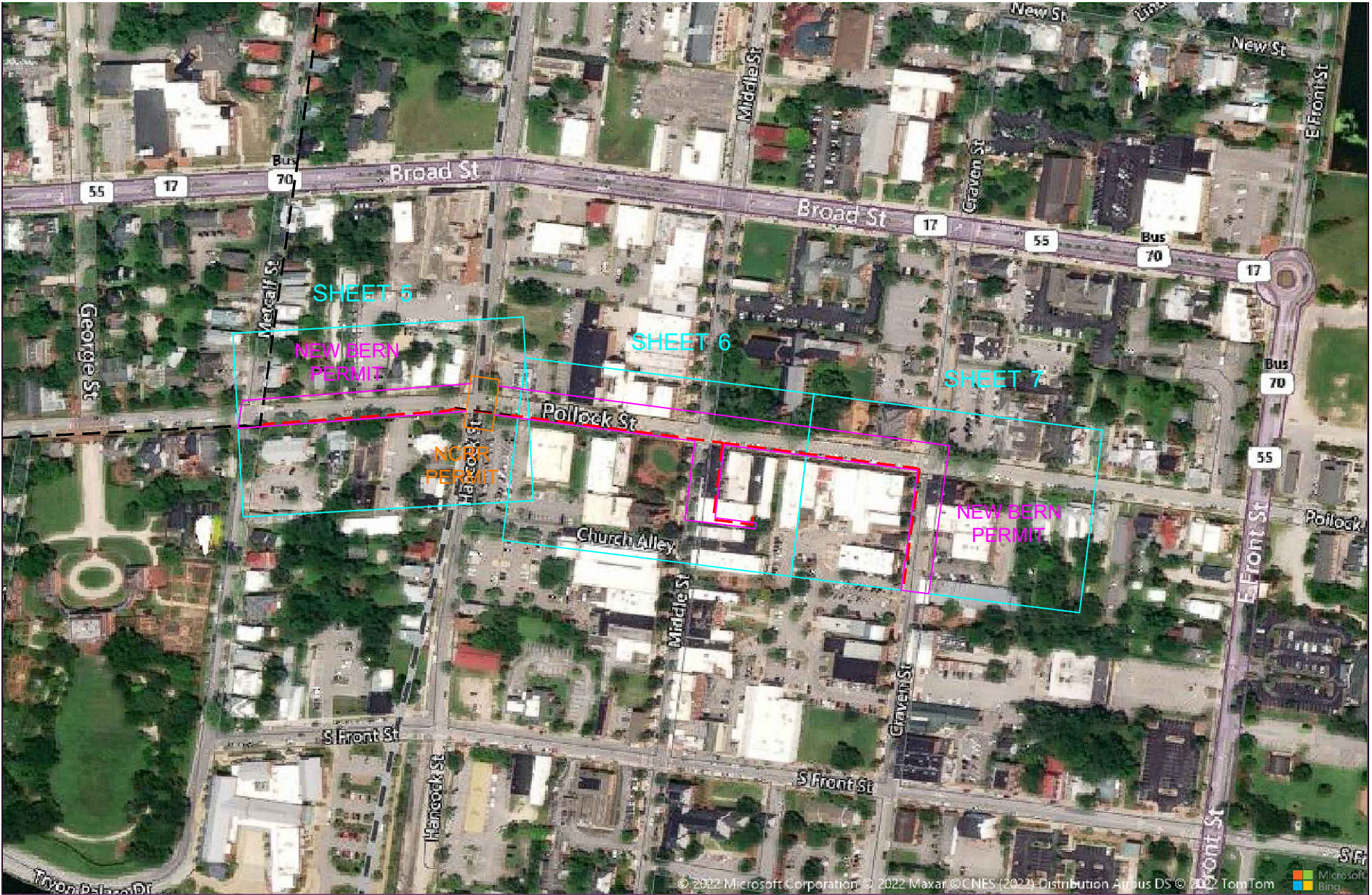
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Jr. PE  
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17:47:01  
-04'00'

3				AS-BUILT
2				REVISION # 1
1				ORIGINAL
NO.	4/13/22	BP	ES	COMMENT



PROJECT MANAGER: RUSSELL MYERS  
ENGINEERING FIRM: UTILITY SOLUTIONS GROUP  
SERVICE ORDER: SO: 2484064; EBS: S7C6L5-001  
JOB NAME: PROPOSED MINI CELL  
JOB ADDRESS: 244 MIDDLE ST, NEW BERN, NC (RAIL ROAD) 28560  
DRAWING NAME: 244 MIDDLE ST, NEW BERN, NC (RAIL ROAD) 28560

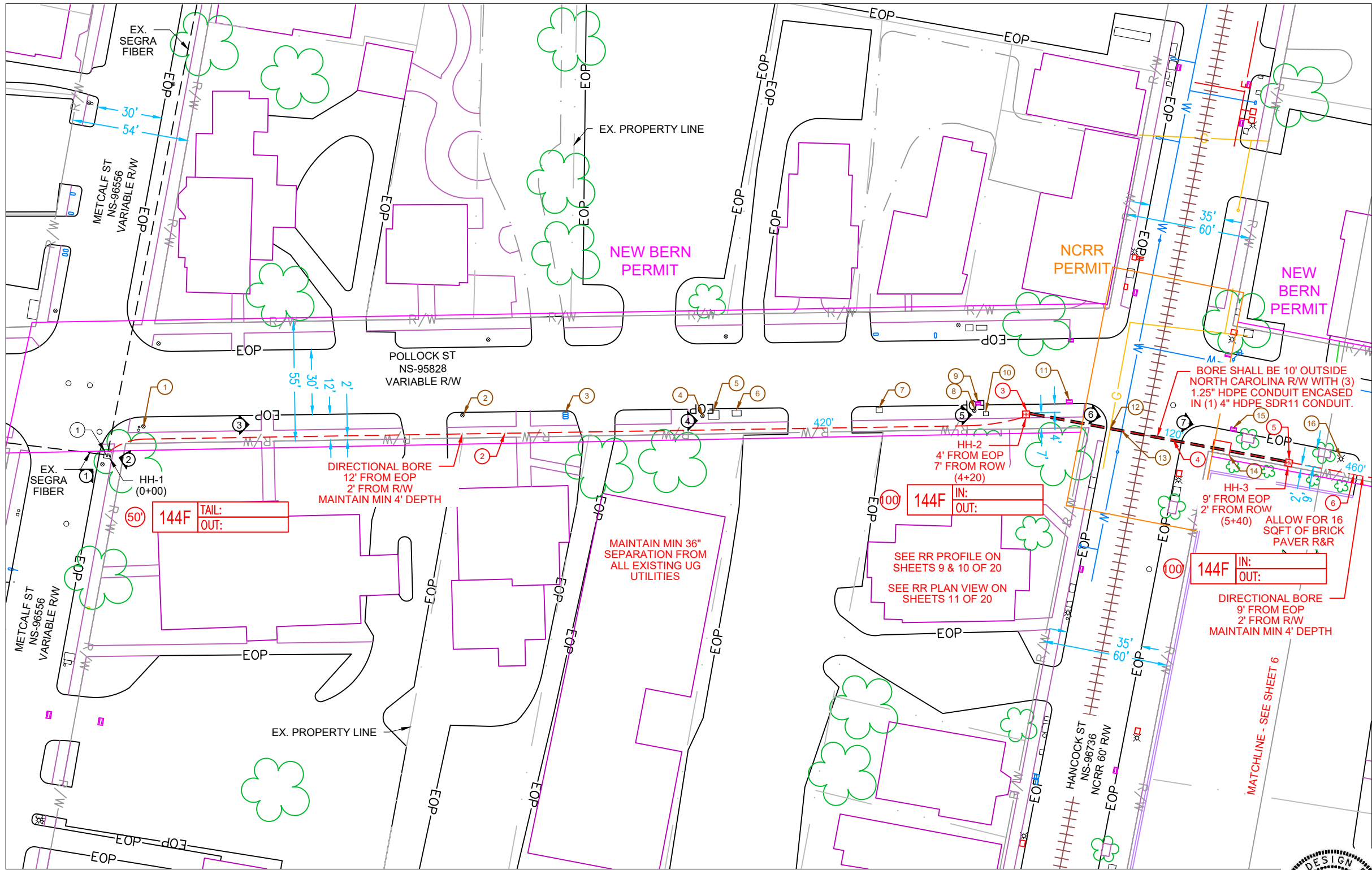
CONFIDENTIAL/PROPRIETARY SHEET: 1 OF 19



THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS AND HAS NOT BEEN REVIEWED FOR COMPLIANCE WITH RECORDING REQUIREMENTS FOR PLATS.







- FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 50' COIL  
NOTES: EXISTING HH-1 (0+00).
- CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 420'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 420'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT APPROX. 420' TO PROPOSED HH-2 (4+20).
- FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 100' COIL  
NOTES: PROPOSED HH-2 W/ GROUND ROD (4+20).
- CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 120'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 120'  
NOTES: DIRECTIONAL BORE (1) 4" HDPE SDR11 CASING PIPE APPROX. 120' TO PROPOSED HH-3 (5+40). ENCASE (3) 1-1/4" HDPE CONDUIT INSIDE 4" HDPE SDR11 CONDUIT.
- FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 100' COIL  
NOTES: PROPOSED HH-3 W/ GROUND ROD (5+40). ALLOW FOR 16 SQFT OF BRICK PAVER REMOVAL AND REPLACEMENT.
- CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 460'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 460'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT APPROX. 460' TO PROPOSED HH-4 (10+00).

#### UTILITY CONFLICTS

- |                          |                          |
|--------------------------|--------------------------|
| 1 POLE & (2) PEDS (0+18) | 9 INLET (4+03)           |
| 2 POLE (1+65)            | 10 HH (4+05)             |
| 3 (3) WM (2+10)          | 11 INLET (4+44)          |
| 4 POLE (2+75)            | 12 GAS CROSSING (4+65)   |
| 5 HH (2+80)              | 13 WATER CROSSING (4+70) |
| 6 HH (2+91)              | 14 POWER VAULT (5+11)    |
| 7 HH (3+57)              | 15 INLET (5+15)          |
| 8 POLE (4+01)            | 16 ST. LT. (5+63)        |

PE SEAL



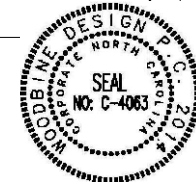
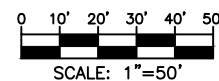
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Jr. PE  
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-04'00'

# SYMBOL CORRESPONDS TO PHOTO LOCATIONS AND ORIENTATION.  
SEE SHEET # FOR SITE PHOTOGRAPHS.

ALL HAND HOLES AND BORE PITS SHALL BE PLACED  
OUTSIDE THE PAVEMENT 1:1 ZONE OF INFLUENCE (TYP.)

NEW BERN PERMIT  
NCCR PERMIT

SCALE IS FOR REFERENCE ONLY. CONSTRUCTION VENDOR IS RESPONSIBLE FOR HAVING EXISTING UTILITIES LOCATED (811) AS WELL AS CONTACTING THE APPROPRIATE PERMITTING AGENCIES (STATE/LOCAL) FOR A PRE-CONSTRUCTION MEETING PRIOR TO COMMENCING ANY CONSTRUCTION ACTIVITIES. THE INFORMATION CONTAINED IN THIS DRAWING IS CONSIDERED APPROXIMATE AND WAS OBTAINED FROM FIELD INVESTIGATION AS WELL AS GIS DATA AND DOES NOT REPRESENT A BOUNDARY SURVEY. CONSTRUCTION VENDOR IS RESPONSIBLE FOR INSURING CONDUIT/CABLE PLACEMENT IS WITHIN THE APPLICABLE RIGHT OF WAY.



Woodbine Design, P.C.  
Land planning & civil engineering  
20816 N. Main St. Suite 204 | Cornelius, NC 28036

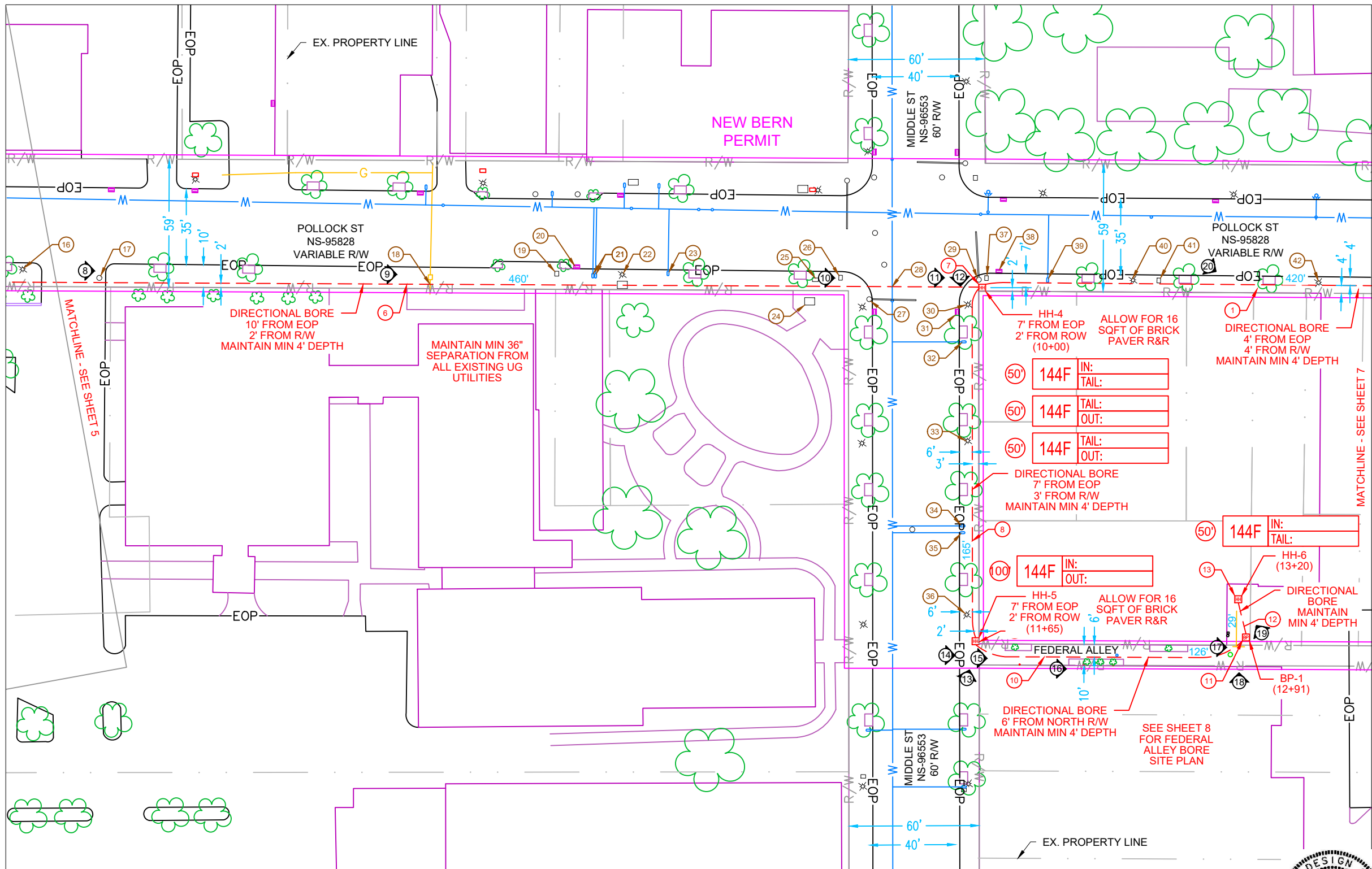
3			AS-BUILT
2			REVISION # 1
1			ORIGINAL
NO.	4/13/22	BP	ES



PROJECT MANAGER: RUSSELL MYERS  
ENGINEERING FIRM: UTILITY SOLUTIONS GROUP  
SERVICE ORDER: SO: 2484064; EBS: S7C6L5-001  
JOB NAME: PROPOSED MINI CELL  
JOB ADDRESS: 244 MIDDLE ST, NEW BERN, NC (RAIL ROAD) 28560  
DRAWING NAME: 244 MIDDLE ST, NEW BERN, NC (RAIL ROAD) 28560

CONFIDENTIAL/PROPRIETARY

SHEET: 5 OF 19



- 6 CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 460'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMOR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 460'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT  
APPROX. 460' TO PROPOSED HH-4 (10+00).  
FIBER COUNT: 144F ARMOR / 144F ARMOR / 144F ARMOR
- 7 FIBER OWNER: SEGRA  
FIBER LENGTH: 50' COIL / 50' COIL / 50' COIL  
NOTES: PROPOSED HH-4 W/ GROUND ROD (10+00).  
ALLOW FOR 16 SQFT OF BRICK PAVEMENT REMOVAL AND REPLACEMENT.
- 8 CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 165'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMOR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 165'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT  
APPROX. 165' TO PROPOSED HH-5 (11+65).  
FIBER COUNT: 144F ARMOR
- 9 FIBER OWNER: SEGRA  
FIBER LENGTH: 50' COIL  
NOTES: PROPOSED HH-5 W/ GROUND ROD (11+65).  
ALLOW FOR 16 SQFT OF BRICK PAVEMENT REMOVAL AND REPLACEMENT.
- 10 CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 126'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMOR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 126'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT  
APPROX. 126' TO PROPOSED BP-1 (12+91).  
FIBER COUNT: 144F ARMOR
- 11 FIBER OWNER: SEGRA  
FIBER LENGTH: NO SLACK  
NOTES: PROPOSED BP-1 3'X3'X4' (12+91).
- 12 CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 29'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMOR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 29'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT  
APPROX. 29' TO PROPOSED HH-5 (13+20).
- 13 FIBER COUNT: 144F ARMOR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 50' COIL  
NOTES: PROPOSED HH-6 W/ GROUND ROD (13+20).

#### SECOND ROUTE

- 1 CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 420'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMOR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 420'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT  
APPROX. 420' TO PROPOSED HH-7 (4+20).

#### UTILITY CONFLICTS

16 ST. LT. (5+63)	25 HH (9+20)	34 WM (11+10)
17 MH 95+98	26 HH (9+28)	35 WM (11+13)
18 GAS CROSSING (7+51)	27 TRAFFIC SIGNAL (9+40)	36 ST. LT. (11+51)
19 HH (8+10)	28 WATER CROSSING (9+51)	37 HH (0+02)
20 INLET (8+18)	29 TRAFFIC SIGNAL (9+97)	38 INLET (0+07)
21 (2) WM (8+26)	30 ST. LT. (10+08)	39 WM (0+29)
22 HH & POLE (8+38)	31 INLET (10+12)	40 ST. LT. (0+68)
23 WM (5+52)	32 WM (10+25)	41 MH (0+80)
24 HH (9+15)	33 ST. LT. (10+71)	42 ST. LT. (1+53)

#### PE SEAL



Riley Burgess,  
Jr. PE  
2022.04.07  
17:48:21  
-04'00'

3			AS-BUILT
2			REVISION # 1
1			ORIGINAL
NO.	4/13/22	BP	ES



PROJECT MANAGER: RUSSELL MYERS  
ENGINEERING FIRM: UTILITY SOLUTIONS GROUP  
SERVICE ORDER: SO: 2484064; EBS: S7C6L5-001  
JOB NAME: PROPOSED MINI CELL  
JOB ADDRESS: 244 MIDDLE ST., NEW BERN, NC (RAIL ROAD) 28560  
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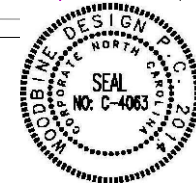
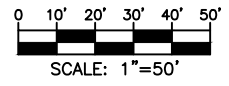
CONFIDENTIAL/PROPRIETARY SHEET: 6 OF 19

# SYMBOL CORRESPONDS TO PHOTO LOCATIONS AND ORIENTATION.  
SEE SHEET # FOR SITE PHOTOGRAPHS.

ALL HAND HOLES AND BORE PITS SHALL BE PLACED  
OUTSIDE THE PAVEMENT 1:1 ZONE OF INFLUENCE (TYP.)

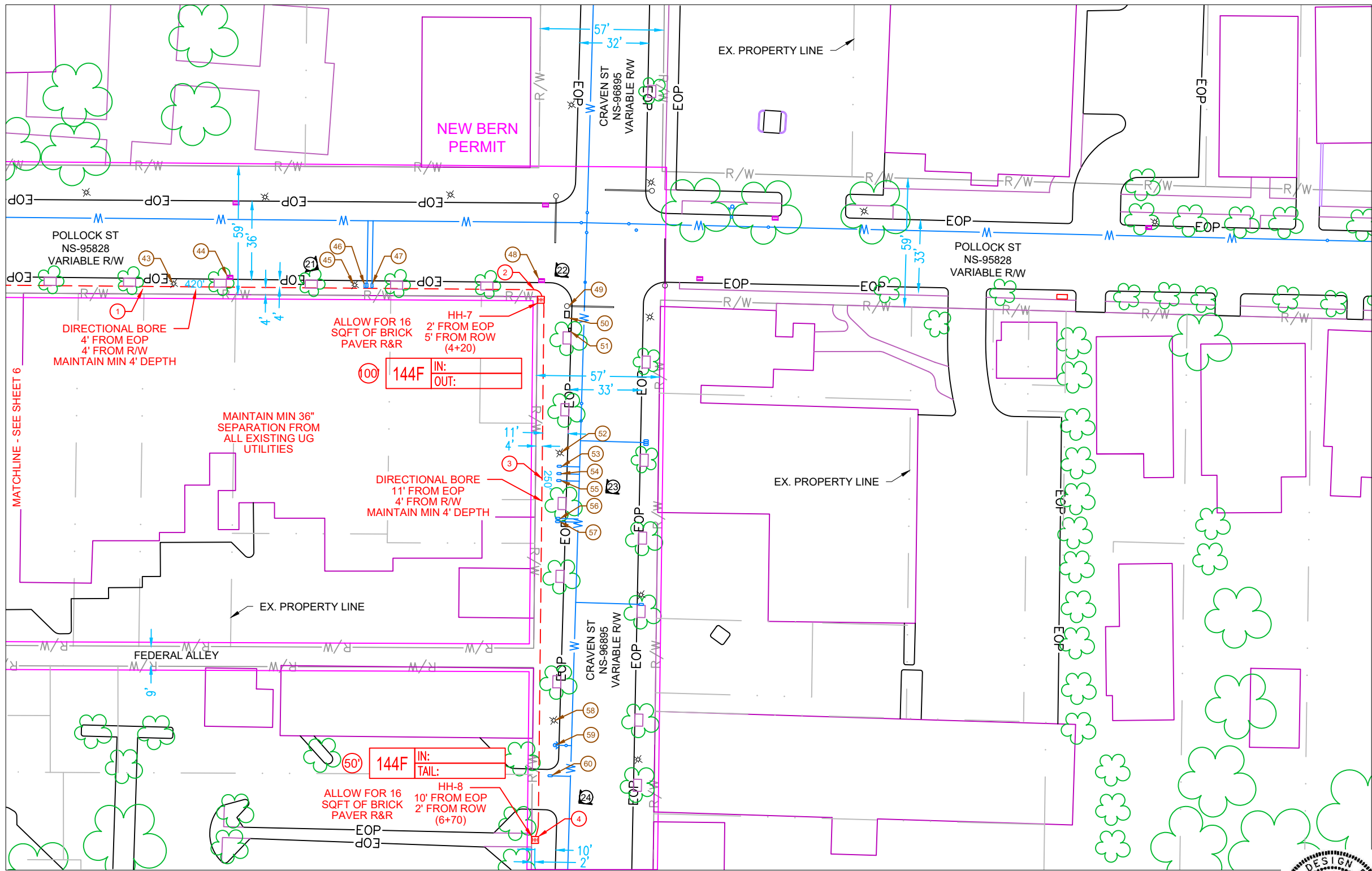
NEW BERN PERMIT  
NCRR PERMIT

SCALE IS FOR REFERENCE ONLY. CONSTRUCTION VENDOR IS RESPONSIBLE FOR HAVING EXISTING UTILITIES LOCATED (811) AS WELL AS CONTACTING THE APPROPRIATE PERMITTING AGENCIES (STATE/LOCAL) FOR A PRE-CONSTRUCTION MEETING PRIOR TO COMMENCING ANY CONSTRUCTION ACTIVITIES. THE INFORMATION CONTAINED IN THIS DRAWING IS CONSIDERED APPROXIMATE AND WAS OBTAINED FROM FIELD INVESTIGATION AS WELL AS GIS DATA AND DOES NOT REPRESENT A BOUNDARY SURVEY. CONSTRUCTION VENDOR IS RESPONSIBLE FOR INSURING CONDUIT/CABLE PLACEMENT IS WITHIN THE APPLICABLE RIGHT OF WAY.



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Land planning & civil engineering  
20816 N. Main St. Suite 204 | Cornelius, NC 28003






- SECOND ROUTE**
- ① CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 420'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 420'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT APPROX. 420' TO PROPOSED HH-7 (4+20).
  - ② FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 100' COIL  
NOTES: PROPOSED HH-7 W/ GROUND ROD (4+20). ALLOW FOR 16 SQFT OF BRICK PAVER REMOVAL AND REPLACEMENT.
  - ③ CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 250'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: FIBER COUNT  
FIBER OWNER: SEGRA  
FIBER LENGTH: 250'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT APPROX. 250' TO PROPOSED HH-8 (6+70).
  - ④ FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 50' COIL  
NOTES: PROPOSED HH-8 W/ GROUND ROD (6+70). ALLOW FOR 16 SQFT OF BRICK PAVER REMOVAL AND REPLACEMENT.


UTILITY CONFLICTS	
④3 ST. LT. (2+33)	⑤2 ST. LT. (4+80)
④4 INLET (2+59)	⑤3 WM (4+86)
④5 ST. LT. (3+16)	⑤4 WM (4+89)
④6 (2) WM (3+21)	⑤5 WM (4+92)
④7 WM (3+24)	⑤6 WM (5+09)
④8 INLET (4+02)	⑤7 WM (5+10)
④9 TRAFFIC SIGNAL (4+13)	⑤8 ST. LT. (6+01)
⑤0 HH (4+17)	⑤9 HYDRANT (6+12)
⑤1 HH (4+24)	⑥0 WM (6+26)

PE SEAL



**Riley Burgess, Jr. PE**  
2022.04.07  
17:48:36  
-04'00'

3			AS-BUILT
2			REVISION # 1
1			ORIGINAL
NO.	4/13/22	BP	ES
			COMMENT



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CONFIDENTIAL/PROPRIETARY

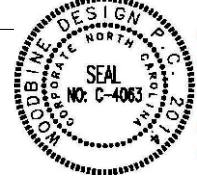
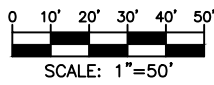
SHEET: 7 OF 19

# SYMBOL CORRESPONDS TO PHOTO LOCATIONS AND ORIENTATION. SEE SHEET # FOR SITE PHOTOGRAPHS.

ALL HAND HOLES AND BORE PITS SHALL BE PLACED OUTSIDE THE PAVEMENT 1:1 ZONE OF INFLUENCE (TYP.)

NEW BERN PERMIT  
NCRR PERMIT

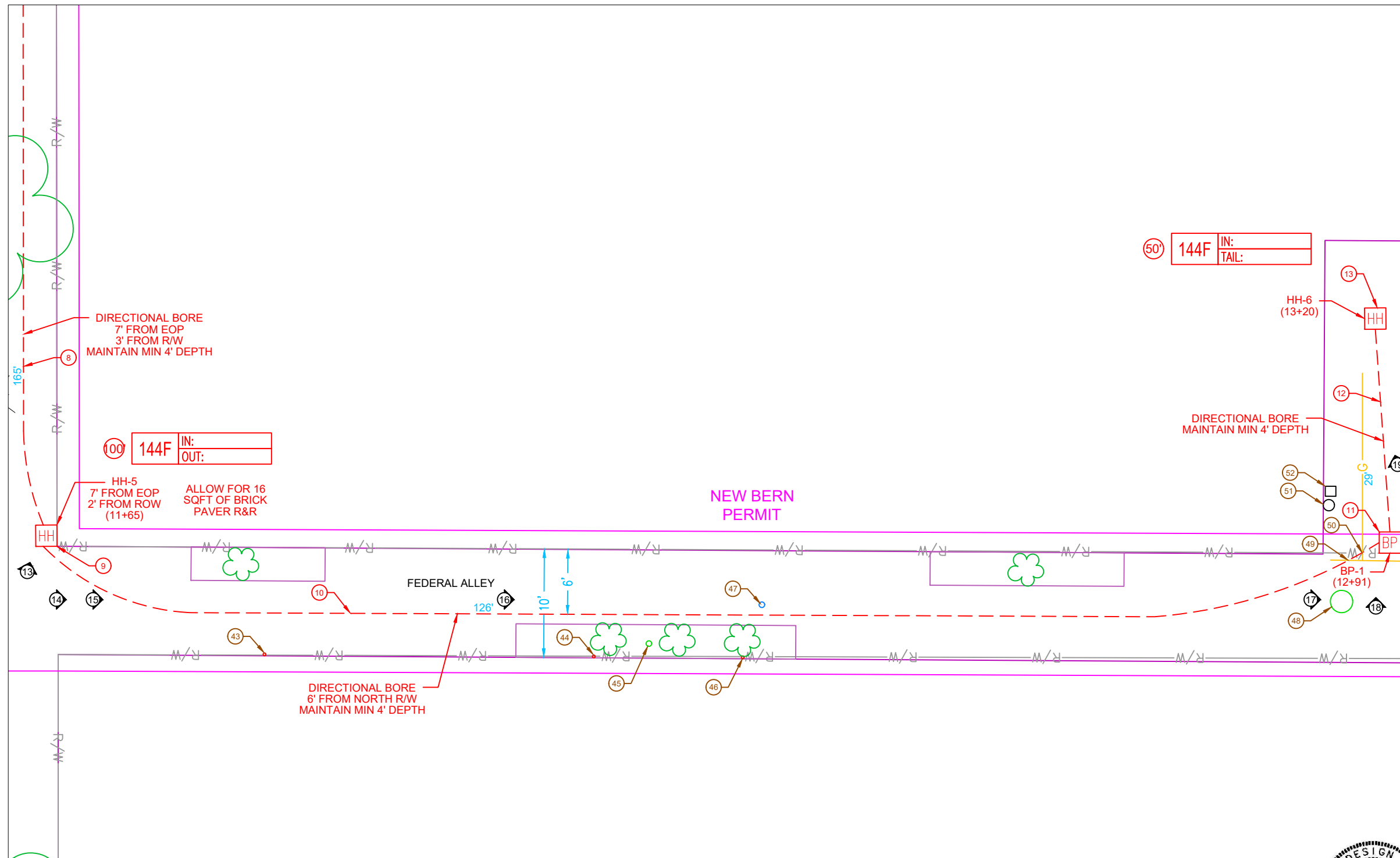
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**Woodbine Design, P.C.**  
Land planning & civil engineering  
20816 N. Main St. Suite 204 | Cornelius, NC 28036

# FEDERAL ALLEY SITE PLAN



- ⑩ CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 165'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 165'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT  
APPROX. 165' TO PROPOSED HH-5 (11+65).
- ⑨ FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 50' COIL  
NOTES: PROPOSED HH-5 W/ GROUND ROD (11+65).  
ALLOW FOR 16 SQFT OF BRICK PAVER REMOVAL AND  
REPLACEMENT.
- ⑩ CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 126'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 126'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT  
APPROX. 126' TO PROPOSED BP-1 (12+91).
- ⑪ FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: NO SLACK  
NOTES: PROPOSED BP-1 3'X3'X4' (12+91).
- ⑫ CONDUIT OWNER: SEGRA  
CONDUIT LENGTH: 29'  
CONDUIT QTY: 3  
CONDUIT SIZE: 1-1/4"  
CONDUIT TYPE: HDPE  
FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 29'  
NOTES: DIRECTIONAL BORE (3) 1-1/4" HDPE CONDUIT  
APPROX. 29' TO PROPOSED HH-6 (13+20).
- ⑬ FIBER COUNT: 144F ARMR  
FIBER OWNER: SEGRA  
FIBER LENGTH: 50' COIL  
NOTES: PROPOSED HH-6 W/ GROUND ROD (13+20).

## UTILITY CONFLICTS

- |                          |                            |
|--------------------------|----------------------------|
| (43) POWER RISER (11+85) | (48) SEWER MANHOLE (12+87) |
| (44) POWER RISER (12+15) | (49) GAS CROSSING (12+95)  |
| (45) SEWER VENT (12+20)  | (50) GAS CROSSING (12+97)  |
| (46) POWER RISER (12+30) | (51) TELE PED (13+03)      |
| (47) WATER METER (12+40) | (51) FOC PED (13+04)       |

PE SEAL



Riley Burgess,  
Jr. PE  
2022.04.07  
17:48:53  
-04'00'

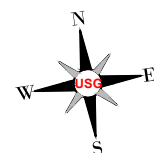
3				AS-BUILT
2				REVISION # 1
1				ORIGINAL
NO.	4/13/22	BP	ES	COMMENT



PROJECT MANAGER: RUSSELL MYERS
ENGINEERING FIRM: UTILITY SOLUTIONS GROUP
SERVICE ORDER: SO: 2484064; EBS: S7C6L5-001
JOB NAME: PROPOSED MINI CELL
JOB ADDRESS: 244 MIDDLE ST, NEW BERN, NC (RAIL ROAD) 28560
DRAWING NAME: 244 MIDDLE ST, NEW BERN, NC (RAIL ROAD) 28560

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SHEET: 8 OF 19

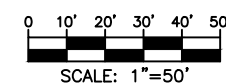


 SYMBOL CORRESPONDS TO PHOTO LOCATIONS AND ORIENTATION.  
SEE SHEET # FOR SITE PHOTOGRAPHS.

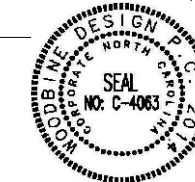
ALL HAND HOLES AND BORE PITS SHALL BE PLACED  
OUTSIDE THE PAVEMENT 1:1 ZONE OF INFLUENCE (TYP.)

NEW BERN PERMIT  
NCRR PERMIT

SCALE IS FOR REFERENCE ONLY. CONSTRUCTION VENDOR IS RESPONSIBLE FOR HAVING EXISTING UTILITIES LOCATED (811) AS WELL AS CONTACTING THE APPROPRIATE PERMITTING AGENCIES (STATE/LOCAL) FOR A PRE-CONSTRUCTION MEETING PRIOR TO COMMENCING ANY CONSTRUCTION ACTIVITIES. THE INFORMATION CONTAINED IN THIS DRAWING IS CONSIDERED APPROXIMATE AND WAS OBTAINED FROM FIELD INVESTIGATION AS WELL AS GIS DATA AND DOES NOT REPRESENT A BOUNDARY SURVEY. CONSTRUCTION VENDOR IS RESPONSIBLE FOR INSURING CONDUIT/CABLE PLACEMENT IS WITHIN THE APPLICABLE RIGHT OF WAY.

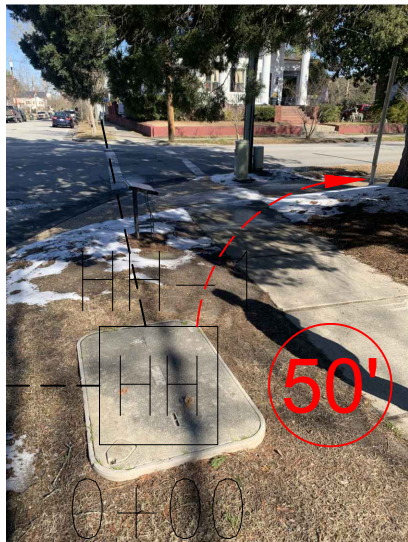


Know what's below.  
**Call** before you dig.





SITE PHOTOGRAPHS



1



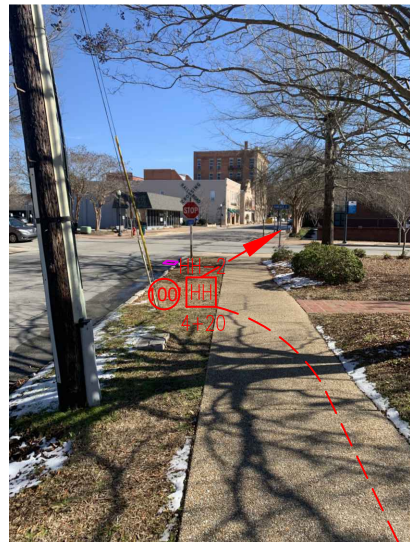
2



3



4



5



6



7



8



9



10



11

MAINTAIN MIN 36"  
SEPARATION FROM  
ALL EXISTING UG  
UTILITIES



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Call before you dig.

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Riley Burgess,  
Jr. PE  
2022.04.07  
17:50:14  
-04'00'

3				AS-BUILT
2				REVISION # 1
1				ORIGINAL
NO.	4/13/22	BP	ES	COMMENT



PROJECT MANAGER: RUSSELL MYERS  
ENGINEERING FIRM: UTILITY SOLUTIONS GROUP  
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CONFIDENTIAL/PROPRIETARY SHEET: 13 OF 19

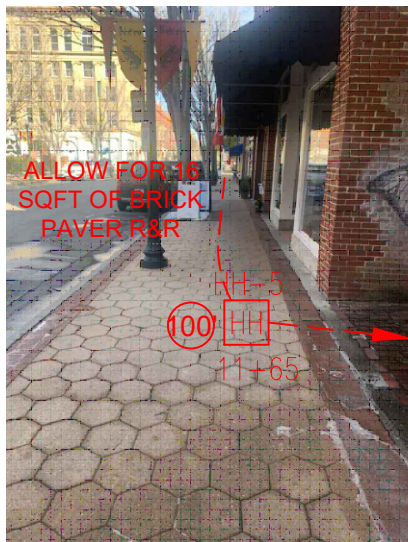




SITE PHOTOGRAPHS



12



13



14



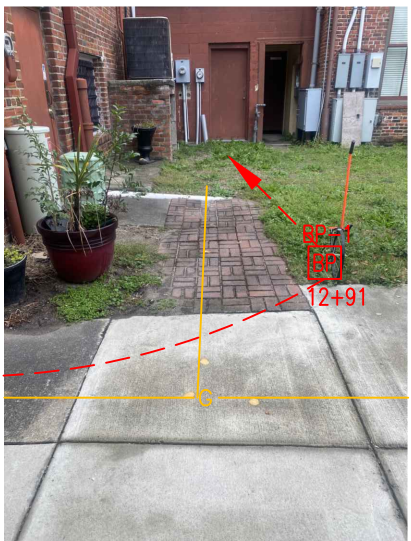
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16



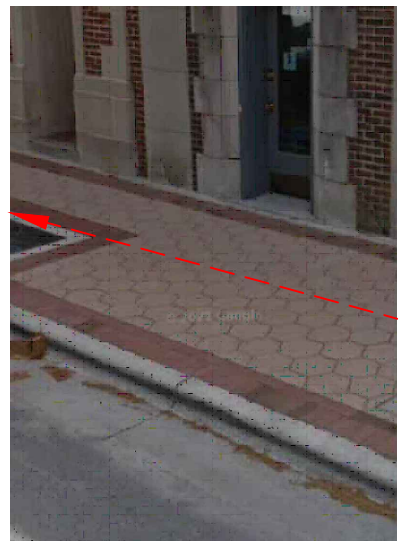
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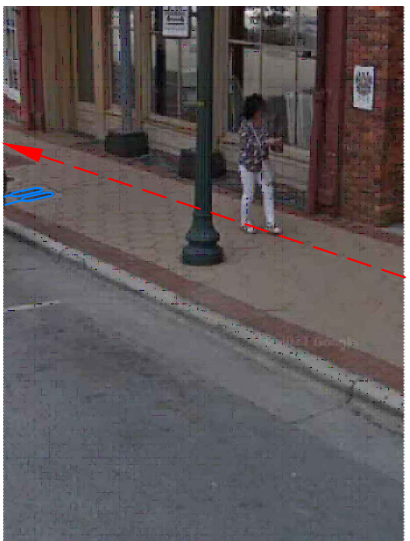
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19



20



21



22

MAINTAIN MIN 36"  
SEPARATION FROM  
ALL EXISTING UG  
UTILITIES



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Riley Burgess,  
Jr. PE  
2022.04.07  
17:50:29 -04'00'

3				AS-BUILT
2				REVISION # 1
1				ORIGINAL
NO.	4/13/22	BP	ES	COMMENT



PROJECT MANAGER:	RUSSELL MYERS
ENGINEERING FIRM:	UTILITY SOLUTIONS GROUP
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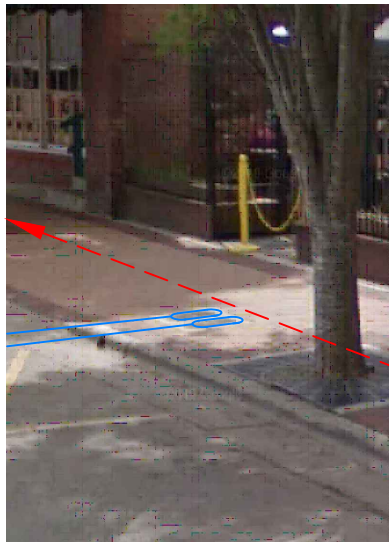
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SHEET: 14 OF 19





SITE PHOTOGRAPHS



23



24

MAINTAIN MIN 36"  
SEPARATION FROM  
ALL EXISTING UG  
UTILITIES



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Riley Burgess,  
Jr. PE  
2022.04.07  
17:50:46  
-04'00'

3				AS-BUILT
2				REVISION # 1
1				ORIGINAL
NO.	4/13/22	BP	ES	COMMENT



PROJECT MANAGER: RUSSELL MYERS  
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CONFIDENTIAL/PROPRIETARY

SHEET: 15 OF 19

 Woodbine Design, P.C.  
Land planning & civil engineering  
20816 N. Main St. Suite 204 | Cornelius, NC 28036



PLAT

NOTES:

1. SITE PLAN SHOWN BELOW TAKEN FROM SURVEY PROVIDED BY GARY S. MILLER & ASSOCIATES, P.A. LAND SURVEYORS DATED 8-24-2018.
2. THE PROPOSED WALL MOUNT SHALL BE INSTALLED A MINIMUM OF 3'-3" FROM ANY WALL OPENING ON EITHER SIDE OF THE MOUNT. REFER TO PASSING SA DATED 2/4/20.

MIDDLE STREET  
(60' PUBLIC R/W)

LEGEND

- EXIST. PROPERTY LINE
- EXIST. UTILITY POLE
- EXIST. TELCO PEDESTAL
- PROPERTY CORNER
- EXIST. CONTOUR LINE
- EDGE OF PAVEMENT
- OVERHEAD WIRE
- RIGHT-OF-WAY
- CHAIN LINK FENCE
- EXISTING TREE LINE

SITE PLAN

SCALE: 1" = 20'

N/F  
OHANNESIAN, MICHAEL M.  
PARCEL:  
DB: 3240 PG: 749  
DB: 1254 PG: 267

N/F  
325 PROPERTIES, LLC  
PARCEL:  
DB: 2031 PG: 131

N/F  
JB & CB  
PROPERTIES, LLC  
PARCEL:  
DB: 2972 PG: 24

N/F  
CHRIST EPISCOPAL  
CHURCH  
PARCEL:  
DB: 1567 PG: 278

N/F  
FAULKENBERRY, JOHN THOMAS  
PARCEL: 8-001-C-122  
DB: 2264 PG: 0525

PROPOSED 5'x5'  
USCC LEASE AREA.  
SEE SHEET C-2  
FOR DETAILS.

N/F  
242 MIDDLE STREET, LLC  
PARCEL:  
DB: 2946 PG: 901

EXISTING ROOF  
VENT (TYP)

EXISTING ROOF  
ACCESS HATCH

EXISTING GAS  
LINE (TYP)

EXISTING HVAC  
UNIT

EXISTING ROOF  
TOP

APPROXIMATE EDGE  
OF EXISTING BUILDING

PROPOSED COTTERMAN  
LADDER (P/N: F315C OR  
APPROVED EQUIVALENT)  
WITH SECURITY DOOR

EXISTING 5.2' WIDE R/W  
& EASEMENT PER DB  
3011, PG 38

EXISTING PLANTER  
(TYP)

PROPOSED 5' WIDE  
USCC INGRESS-EGRESS  
EASEMENT

PROPOSED 5' WIDE  
USCC UTILITY EASEMENT

EXISTING  
PARKING LOT

FEDERAL ALLEY

0 20 40  
SCALE IN FEET

PLANS PREPARED FOR:



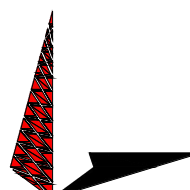
3806 THIRLANE ROAD NW  
ROANOKE, VA 24019

PROJECT INFORMATION:

MIDDLE STREET  
SITE #: 556900

244 MIDDLE STREET  
NEW BERN, NC 28560  
(CRAVEN COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS  
326 TRYON ROAD  
RALEIGH, NC 27603-3530  
OFFICE: (919) 661-6351  
www.tepgroup.net  
N.C. LICENSE # C-1794

SEAL:



May 04, 2021

10	05-04-21	CONSTRUCTION
9	03-11-20	CONSTRUCTION
8	02-27-20	CONSTRUCTION
REV	DATE	ISSUED FOR:

DRAWN BY: CMC CHECKED BY: GLB

SHEET TITLE:

SITE PLAN

SHEET NUMBER:

C-1

REVISION:

10

TEP#: 132572

PE SEAL



Riley Burgess,  
Jr. PE  
2022.04.07  
17:51:02  
-04'00'

3			AS-BUILT
2			REVISION # 1
1			ORIGINAL
NO.	4/13/22	BP	ES



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ENGINEERING FIRM: UTILITY SOLUTIONS GROUP  
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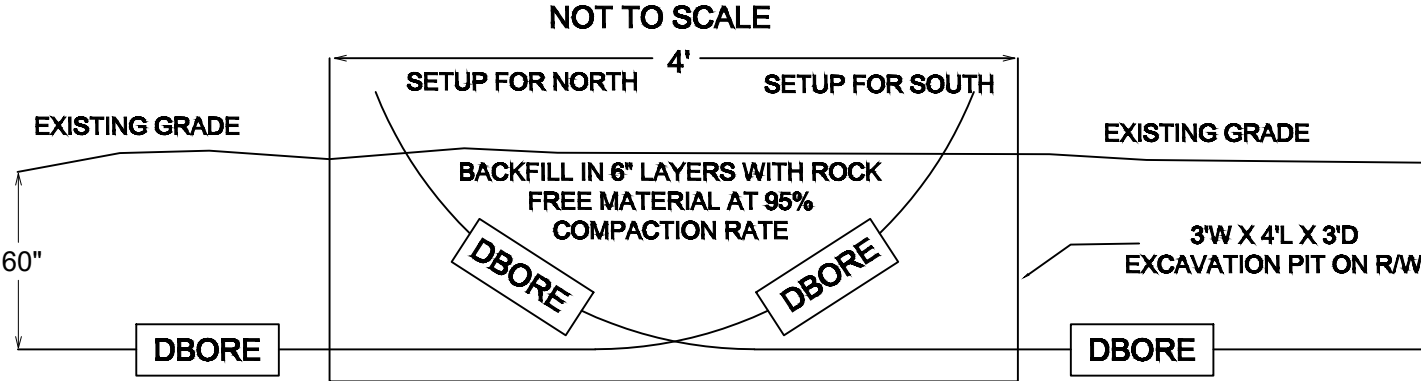
CONFIDENTIAL/PROPRIETARY SHEET: 16 OF 19

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Land planning & civil engineering  
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NCDOT TYPICALS

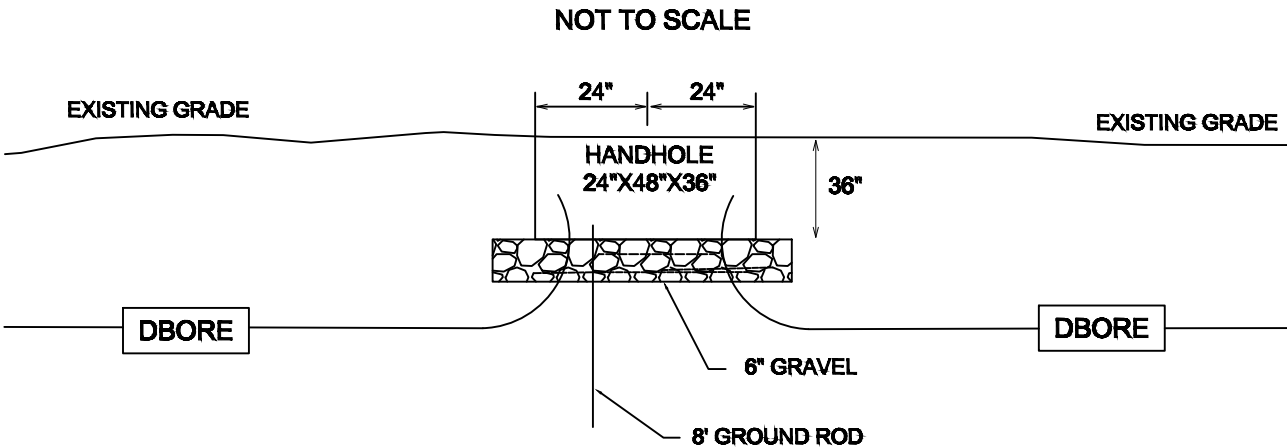
DIRECTIONAL BORE TIE-IN DETAIL



TIE-IN STATION

- BORE FROM EACH DIRECTION IS RUN AT DESIGN DEPTH TO 2 FEET PAST THE INTENDED TIE-IN. THEN TURNED UP TO DAYLIGHT.
- THE TIE-IN POINT IS EXCAVATED. THE CONDUITS CUT OFF WHERE THEY CROSS EACH OTHER AT DESIGN DEPTH, AND A COUPLER IS INSTALLED TO CONNECT THE TWO CONDUITS AT THE DESIGN DEPTH.
- ALL EXCAVATIONS OR TRENCHES 4 FEET OR GREATER IN DEPTH SHALL BE APPROPRIATELY BENCHED, SHORED, OR SLOPED IN OSHA'S EXCAVATION STANDARD, 29 CFR 1926.650, .651, AND .652

HANDHOLE CONSTRUCTION DETAILS, CONDUIT TO HANDHOLE PROFILE FOR R/W CONSTRUCTION



ALL EXCAVATIONS OR TRENCHES 4 FEET OR GREATER IN DEPTH SHALL BE APPROPRIATELY BENCHED, SHORED, OR SLOPED ACCORDING TO THE PROCEDURES AND REQUIREMENTS SET FORTH IN OSHA'S EXCAVATION STANDARD, 29 CF 1926.650, .651, AND .652.

BULKU304836

BULK VAULT HDPE STRUCTURAL FOAM SHIELD X COMPOSITE COVER

FEATURES:

- 30" X 48" X 36" (open floor) (actual dimensions on drawing)
- BULK VAULT – SHIELD X Split COVER- Tier 22 Load Rated (ANSI/SCTE 77: 2013)
- (4) Cover locking Auger bolts, Hex (9/16") or Penta (7/8") head with washer
- (4) Non-Seizing Fastening System, Field Replaceable
- (4) Embedded Composite Rack Support
- (1) Lifting slot equipped with stainless steel pin (slot is approximately 2 3/4"x3/4")
- (4) Winterized Cable Drop slide (1 1/4" X 1 1/4")
- (1) Galvanized Center Beam
- (2) Logo Disk

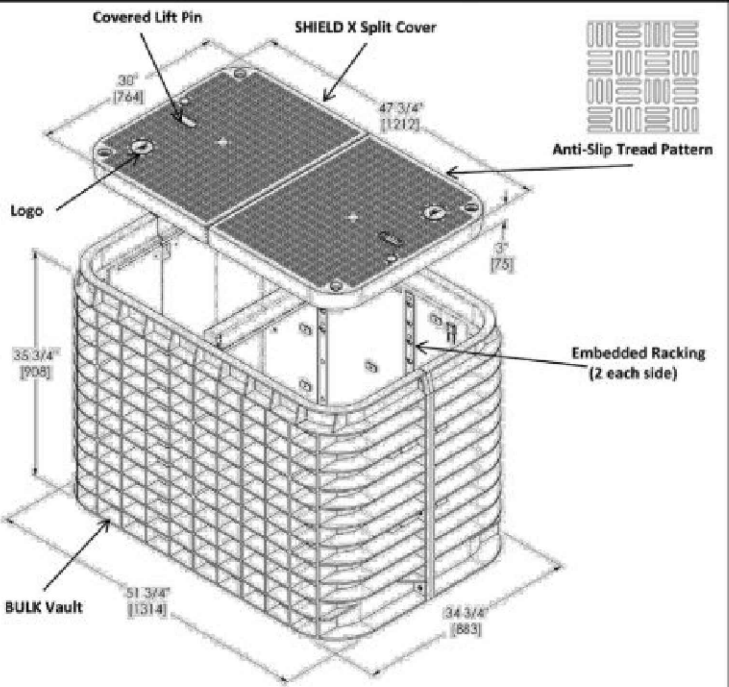
WEIGHT & SHIPPING:

- Cover Weight: 50 lbs (Per Half)
- Box Weight: 129 lbs
- Assembly Weight : 229 lbs

PERFORMANCE TESTING:

- ANSI/SCTE 77: 2013 - TIER 22 Rated (33,750 lbs)
- AS3996 – Class C
- EN124 Class B125
- ASTM C1028-07 & AS-4586 (Slip Resistance)
- 10,000 Hour Xenon-Arc Exposure (No fiber-bloom)
- ASTM D635-06 (Flammability)

NCDOT PRODUCT ID:  
NP10-5508



Inside Dimensions		
Length	Width	Depth
46 1/2" [1180]	28 3/4" [730]	32 3/4" [832]



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Call before you dig.

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Jr. PE  
2022.04.07  
17:54:00  
-04'00'

3			AS-BUILT
2			REVISION # 1
1			ORIGINAL
NO.	4/13/22	BP	ES
			COMMENT



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SHEET: 18 OF 19





RAKE OFF

TOTAL OUTSIDE PLANT (OSP) RAKE OFF			
UNIT CODE	DESCRIPTION	ESTIMATED QUANTITY	ACTUAL QUANTITY
200-1	DIRECTIONAL BORE UP TO (3) 1.25" HDPE SDR11	1870	
200-3	DIRECTIONAL BORE 4" HDPE SDR11	120	
200-11	INSTALLATION OF HH W/ SHIELD COVER, W/SEGRA LOGO, LOCATE DISK, W/GROUND ROD	7	
200-13	BRICK & PAVER SIDEWALK REMOVAL AND REPLACEMENT -MATERIAL INCLUDED	80	
200-17	BORE PIT 3'X3'X4'	1	
200-18	ENTER EXISTING HAND HOLE	1	
200-24	CABLE PLACEMENT IN EXISTING CONDUIT	2690	

MATERIALS			
UNIT CODE	DESCRIPTION	ESTIMATED QUANTITY	ACTUAL QUANTITY
600-15	CHANNEL 30"X48"X36" HH, WITH 50/50 SPLIT SHIELD COVER, NON-SEIZE AUGER PENTA BOLT W/ SEGRA LOGO	7	
600-33	STERLITE - 144F SM ARMORED LITE MULTITUBE GEL FREE SINGLE SHEATH OFC MA-0144F-SN-12T-F-BU-SE	2690	
600-45	1.25" SDR 11,HDPE BLUE/GRN/OR 3 WAY DUCT. PN BD-I133BGO-TW18-3WAY-SEG	5979	
600-45	4" SDR 11,HDPE HIGH DENSITY POLYETHYLENE (HDPE) DUCT.	120	



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Jr. PE  
2022.04.07  
17:55:00  
-04'00'

3				AS-BUILT
2				REVISION # 1
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CONFIDENTIAL/PROPRIETARY	

SHEET: 21 OF 19





## 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:** 244 Middle St. and Pollock St., Middle St., and Craven St. Rights-of-Way – to include installation of cable access boxes flush with the surface of the sidewalk in the PrimaryAVC.

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

Zoning District: C-5A & C-1

Required Setbacks (primary structure): Front N/A Side  Rear

Accessory Setbacks: From Nearest Structure N/A Side  Rear

Maximum Lot Coverage for proposed use: N/A

Maximum Height of Structure: N/A

Required Site Improvements: Landscaping N/A 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:

N/A

\_\_\_\_\_  
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:

N/A

\_\_\_\_\_  
Chief Building Inspector \_\_\_\_\_

## Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – May 18, 2022

**Applicant:** SEGRA  
**Owner's Address:** City of New Bern, PO Box 1129, New Bern, NC 28563  
**Project Address:** 244 Middle St. and Pollock, Middle, and Craven Sts. Rights-of-Way, New Bern, NC

**Historic Property Name:** N/A  
**Status:** N/A    **Contributing:**                      **Non-contributing:**                      **Vacant:**  
**NR Inventory Description (1988):** N/A  
**Sandbeck Description (1988):** N/A

**244 Middle St. and Pollock, Middle, and Craven Sts. Rights-of-Way.** - to include installation of cable access boxes flush with the surface of the sidewalk in the Primary AVC.

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

### **Utilities**

- 2.3.3 Install utilities underground when possible to minimize visual clutter. Use mechanical methods to bore beneath landscaping, sidewalks, drives and fences.
- 2.3.4 Evaluate utilities and equipment installed in the public right of way, such as utility poles, street lights, railroad crossing signals, signal boxes and similar items, for their visual impact on the streetscape. Install multiple utilities on common poles.

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

1. The structure is a contributing resource in the *Dense Fabric* and *Tight Weave* development patterns;
2. The project is within the Primary AVC;
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 installation of cable access boxes flush with the surface of the sidewalk in the Primary AVC.**

**FEE SCHEDULE** (office use only)

- [ ] \$22 Standard Application (minor)  
 [ ] \$107 Standard Application (major)



HPC Administrator  
[HPCadmin@newbernnc.gov](mailto: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

<b>I. Applicant/Owner Information:</b> Jonathan E. Friesen			
Property Address (Include year built, if known): 407 Avenue D, New Bern, NC 28560			
Property Owner Name(s): John Roland Yow Alice Anne Yow	Owner Mailing Address: 407 Avenue D New Bern, NC 28560	Phone #s: 252-675-1358	Email: jer@gillespieandmurphy.com
Applicant Name (if different): Jon Friesen	Applicant Mailing Address: 1416 National Avenue New Bern, NC 28560	Phone #s: 252-675-1358	Email: jer@gillespieandmurphy.com

<b>II. Project Information:</b> (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)  Install 26' x 35' metal building on concrete slab. See attached specifications.  <b>Applicant will add double wood shed doors, similar to those at 1406 N. Pasteur Street and 1407 N Pasteur Street. Applicant will add windows to match the primary structure, and wood entry door on side. Applicant to add wood to give the appearance of craftsman style exposed wood rafters/ White trim to surround windows and doors.</b> <div style="text-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: (only need the guideline numbers):  2.6.1, 2.6.2, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 4.3.2, 4.5.4, 5.4.2, 5.5.1.  <div style="text-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).  See attached design specification and photos/drawings of building type. Metal shop building with double wood shed doors, wood entry door and windows, vertical metal on roof and sides. See similar adjacent structures at 1407 and 1409 N. Pastuer Street. <div style="text-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 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

5/1/2022, amended 5/14/2022  
\_\_\_\_\_  
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.

**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:

407 Avenue D, New Bern, NC 28560

(address, city, zip code)

I hereby authorize Jonathan E. Friesen or Leigh Anne Friesen 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:

1580 Pudding Swamp Road, Turbeville, SC 29162

Phone 843-659-5785

John Roland Yow  
Owner's Signature

John Roland Yow

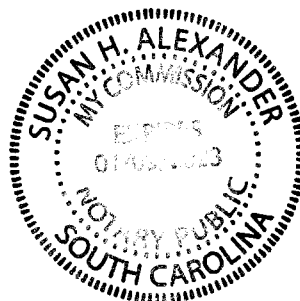
Print Name

10/12/2021  
Date

Sworn to and subscribed before me this 12<sup>th</sup> day of October, 2021.

Susan H. Alexander  
Notary Public:

My commission expires: 1-9-23



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Phone 843-659-5785

Alice Yow  
Owner's Signature

Alice Yow

Print Name

10-12-21  
Date

Sworn to and subscribed before me this 12<sup>th</sup> day of October, 2021.

[Signature]  
Notary Public:

My commission expires:

1-9-23













proposed location  
for building





Property Street View - Eaves of main house  
are 20' at highest point





15'x 20 feet -  
metal siding









18 feet at highest point



**Boss Buildings**

116 East Market St,  
Suite 200 Elkin,  
Support@bossbuildings.com  
(866) 888-2009

**Sales: Stephenie Sandoval**

116 East Market St,  
Suite 200 Elkin,  
stephenie.sandoval@bossbuildings.com

Building Quote  
**QTE-014417**

Date  
**05/01/2022**

Total  
**\$16,370.00**

**CUSTOMER DETAILS****Jonathan Friesen**

Billing Address

1416 National Avenue, North Carolina, 28560

Shipping Address

1416 National Avenue, North Carolina, 28560

jefriesen71@gmail.com

(252) 675-1358

**Triple Wide Garages - 26 x 35 x 9**

- ☒ Roof Color: Galvalume  
☐ Trim Color: White  
☒ Sides/Ends Color: Evergreen  
☐ Wainscot Color: NA



Ready for Installation? ☐ Jobsite Level? Yes Permit Required? ☐ Inside City Limit? ☐ Electricity Available? Yes Installation Surface? Concrete

Building Dimension  
**26'W x 35'L x 9'H**

Roof Style  
**Vertical**

Gauge  
**12 Gauge**

Wind/Snow Rating  
**145 MPH + 35 PSF Certified**

Distance on Center  
**5 Feet**

26X35' (Roof 36') Vertical Roof	1
9' Height	1
145 MPH + 35 PSF Certified	1
6/12' Roof Pitch	1
Front Wall Closed Vertical	1
Back Wall Closed Vertical	1
Left Closed Vertical	1
Right Closed Vertical	1
8x8ft Garage Door Frameout on Left (45 Trim Kit)	1
30x36in Window Frameout on Left	1
30x36in Window Frameout on Left	1
36x80in Walk-in Frameout on Front	1
1' Overhang On Sides	1
Installation Surface Leveled : Yes	
Electricity : Yes	

**NOTES**

**BUILDING VIEW**



**FRONT**



**BUILDING VIEW**



**LEFT**

**BUILDING VIEW**



**LEFT**

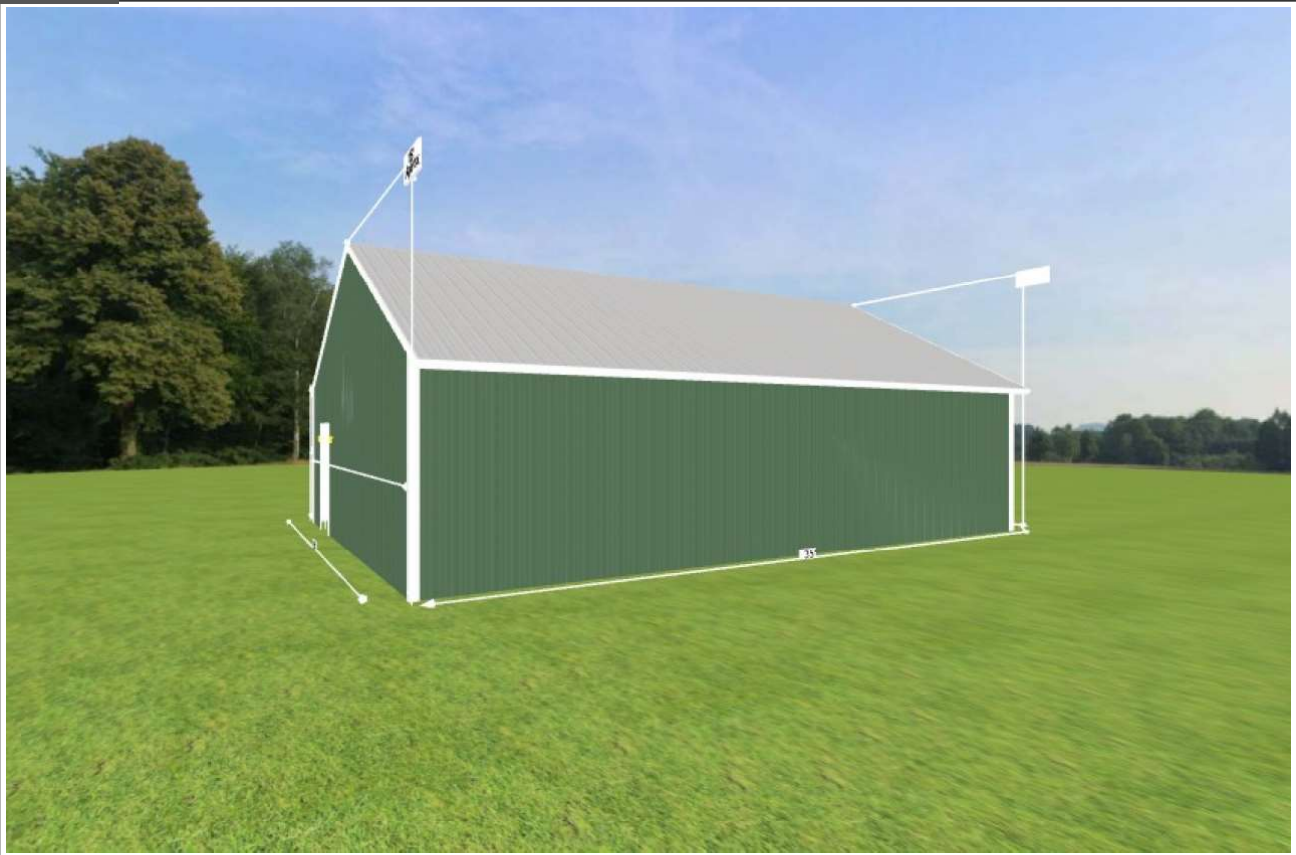
**BUILDING VIEW**



**BACK**



**BUILDING VIEW**



**RIGHT**



Boss Building with vertical sides




Boss Building - horizontal sides , similar design









You're shopping



Wendover 

 OPEN until 10 pm

Delivering to


28211 

Search




Cart

| 0 items






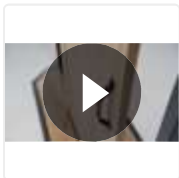


Home / Doors & Windows / Interior Doors / Slab Doors

Internet #312733852   Model #THDJW229200006   Store SKU #1005204404


JELD-WEN (Brand Rating: 3.8/5) 

36 in. x 80 in. Farmhouse Unfinished Solid Wood 6 Lite Obscure Glass

★★★★★ Questions & Answers (6)



Applicant to purchase or make similar shed entry door



Hover Image to Zoom

Live Chat

Feedback



Hello, Jonathan

 Projects 

407 Avenue D

FOR PEACE OF MIND - SCHEDULE AN IN-HOME CONSULTATION



Pella® Lifestyle Series - Double-Hung  
Prefinished White Paint/White  
Qty 1 - 30" X 36"

<b>Frame Width</b> 30	<b>Frame Height</b> 36	<b>Operation / Venting</b> Double Hung
<b>Package</b> No Package	<b>Hinged Glass Panel Option</b> Without Hinged Glass Panel	<b>Exterior Paint Grade</b> Standard Enduraclad
<b>Exterior Color</b> White	<b>Interior Finish</b> Prefinished White Paint	<b>Low-E Glass Style</b> Advanced Low-E Insulating Glass
<b>Gas Filled</b> Argon	<b>High Altitude</b> Non High Altitude	<b>Hardware Finish</b> White
<b>Sensor Option</b> No Integrated Sensor	<b>Screen Option</b> Full Screen	<b>Screen Color</b> White
<b>Grille Type</b> Grilles-Between-The-Glass	<b>Grille Pattern</b> Traditional	<b>Grille Interior Color</b> White
<b>Grille Exterior Color</b> White	<b>Installation Method</b> New Construction	<b>Jamb Extended Wall Depth</b> 3 11/16"

[EDIT](#)

[REMOVE](#)





ca. 1920. Applicant will make  
shed doors similar to door  
pictured



1407 N. Pastuer Street





1406 N. Pastuer Street



1409 N. Pastuer Street  
ca. 1920 per CC tax records  
adjacent structure





## 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:**

407 Avenue D – to include installation of an accessory structure in the Tertiary AVC.

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

Zoning District:

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

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

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

Comments:

Ensure that both Building and Foundation are engineered for 140 MPH Wind Speed

Chief Building Inspector



## **Certificate of Appropriateness Findings & Recommendations**

HPC Meeting May 18, 2022

**Applicant:** John & Alice Yow/Jon Friesen  
**Applicant Address:** 1416 National Ave., New Bern, NC 28560  
**Project Address:** 407 Avenue D, New Bern, NC

**407 Avenue D** – to include the installation of an accessory structure in the Tertiary AVC.

### **NR Inventory (1988) Information**

**Historic Property Name:** House, ca. 1926

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

**Description:** Similar in form to the house at the corner of this block [404 Avenue C], this L-shaped frame house apparently dates from the late 1940s. It is topped by a side-gable roof and has a projecting front bay, a large rear wing, and an exterior end chimney. There is a picture window to the right of the entrance and a greenhouse/porch on the southwest elevation. Other windows are six over six sash.

**Sandbeck Description (1988):** None

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

### **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.

### **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.

### **Walls, Trim and Ornamentation**

- 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**

- 4.3.2 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.

### **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.

## **Certificate of Appropriateness Findings & Recommendations**

HPC Meeting May 18, 2022

- 5.4.3 Apply primer coatings to front and back wood surfaces prior to cutting and fitting. Prime end cuts before installation. Apply finish paint coatings to exposed primed surfaces.

### **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.
- 5.5.6 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.

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

1. The structure is a contributing resource in the *Tight Weave* development pattern;
2. The project is within the Tertiary AVC;
3. All 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 the installation of an accessory structure in the Tertiary AVC.**





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:** May 11, 2022  
**RE:** Regular Meeting, **5:30 PM, Wednesday, May 18, 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. **823 Pollock St.** – to include installation of a new, 6-foot-high, wood gate for the driveway in the Primary AVC.
  - C. **226 New St.** – to include installation of a shed in the Tertiary AVC.
  - D. **244 Middle St. and Pollock St., Middle St., and Craven St. Rights-of-Way** – to include installation of cable access boxes flush with the surface of the sidewalk in the Primary AVC.
  - E. **407 Avenue D** - to include installation of an accessory structure in the Tertiary AVC.
- \*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.).*
4. Old Business (non-hearing items tabled or continued from a previous meeting):
  - A. **Awards Work Group Discussion**
5. General Public Comments
6. New Business: none

*Everything comes together here.*

## **New Bern Historic Preservation Award**

The Historic Preservation Awards Committee invites nominations from the Historic Districts, New Bern and Riverside. The purpose of the award program is to recognize projects of excellence in historic preservation, restoration, rehabilitation or interpretation of the city's, state's and national recommendation/guidelines.

Nominations can be made in any of the following categories:

- Residential
- Commercial
- Institutional

An award will be given one time at year at the end of the year.

A Commendation will be given and can be displayed on the exterior of the property.

The end of the year award will be given as the Paul M. Cox Preservation Award Trophy given by his daughter, Dr Ruth P. Cox.

This trophy would have the winner's name with date on the trophy and would be displayed in City Hall/Development Services Department for the year.

This End of the Year award is for an Outstanding Project that shows exemplary/superlative stewardship in historical, architectural, and/or cultural heritage.

The publication of the award could be made know by the following, such as: the City website, the Board of Aldermen, the New Bern Historical Society, Historic Downtown Residents Association, the New Bern Preservation Foundation, the city newspaper, and TV/radio stations.

**Evaluation Criteria:** Only the exterior of a building or property will be considered for the award. The building interior is not subject to review. Nominations will be evaluated on the basis of one or more of the following:

- The preservation of historic buildings through sensitive renovations, repairs, and/or compatible building additions
- The positive impact on the community or other historic resources
- Overall quality of the renovation/repair
- The project's ability to serve as an example for other historic preservation projects



**Requirements:** Each nomination packet must include the following:

- The completed Nomination and Application forms on the following page
- Ten to fifteen photographs, in digital format [JPEG-300dpi or greater and at least 1MB file size of presentation quality], with before and after photos included  
The photos are used during the presentation of the award.
- Nominations may include copies of any related publication, photographs, news clippings or other supplementary information
- Nomination packets may be submitted online, mailed or hand delivered to:  
City of New Bern, Developmental Services Department  
ATT: New Bern Historic Preservation Award  
303 First St  
New Bern, NC 28560  
Office: 252-639-7583  
[schellym@newbernnc.gov](mailto:schellym@newbernnc.gov)

## NOMINATION FORM

Nominated Property Address- \_\_\_\_\_

Is this a residential, commercial, or institutional project?  
\_\_\_\_\_

Did the project receive any grants or tax credits? \_\_\_\_ YES \_\_\_\_ NO

In 500 words or less, below state why this property should receive the award.

What is the history and style of the building/project?

What were the unusual challenges or innovative approaches that were used during the project?

What about this project supports the nomination as being exceptional?



## APPLICATION INFORMATION

Property Owner- \_\_\_\_\_

Property Owner Address- \_\_\_\_\_

Property Owner Phone/Cell- \_\_\_\_\_

Property Owner Email Address- \_\_\_\_\_

Has the property owner been contacted about the award entry? \_\_\_\_Yes \_\_\_\_No

If Application is not submitted by the property owner, please fill out the following:

Nomination Completed by- \_\_\_\_\_

Nominator Address- \_\_\_\_\_

Nominator Phone/Cell Number- \_\_\_\_\_

Nominator Email Address- \_\_\_\_\_

The nominator of the award is responsible for obtaining photographer permission for publication of photos in connection with the awards announcement.

All photos should be labeled, numbered, and include a credit line for publication.

Please DO NOT label photos directly on the photo. Provide captions beneath the photo, in the file name or on a separate sheet

Photos must be submitted individually. DO NOT submit photos pasted onto a Word document, Powerpoint, PDF or other document.

Rpc 2-11-22

7. HPC Administrator's Report:
  - A. Report on CoAs Issued 04/13/2022 – 05/10/2022  
MAJORS, including AMENDMENTS:
    1. 216 Johnson St. – fencing
    2. 207 Pollock St. – stair removal, door closure, fencing
    3. 411 Broad St. – patio, rear fence, windows, door, lighting
    4. 509 Queen St. – infill houseMINORS:
    1. 215 New St. – tree replacement
    2. 424 Craven St. – tree replacement
    3. 511 Metcalf St. – gutters
    4. 609 New St. – driveway, landscaping
    5. 610 New St. – hvac
    6. 720 Pollock St. – paving, planting, fencing
    7. 720 Pollock St. – tree replacement
  - B. Report on CoA Extensions Issued since the Prior Regular Meeting: None
  - C. Other Items and Updates
8. Commissioners' Comments
9. Adjourn