



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: August 10, 2022
RE: Regular Meeting, **5:30 PM, Wednesday, August 17, 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. T 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. Adjustments to the Agenda
4. 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. **317 E. Front St.** – to include new rollup storm screen doors in the Primary AVC.
 - C. **221 S. Front St.** (Harvey Mansion) – design revisions amendment to approved CoA: exhaust hood, flood vents, transformer relocation, planters, barrel vault, east door placement, mechanical room addition, add gate instead of door, garden wall adjustment.
**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. Officer Elections
8. HPC Administrator's Report:

A. Report on CoAs Issued 07/13/2022 – 08/08/2022

MAJORS:

206 Change St. – planter, pergola, trellis
300 E. Front St. – Cycle Share bike stations
405 Johnson St. – front steps
504 S. Front St. – Cycle Share bike stations
902-904 Pollock St. – Cycle Share bike stations
Federal Alley - arbors

MINORS:

602 Middle St. – tree replacement

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

C. Other Items and Updates by the Administrator

- i. Commission member training - next Design Review Meeting, Sept. 7.
- ii. Site visit inside Elks Building, August 29, 2:30 – is this a good day and time?

9. Commissioners' Comments

10. Adjourn

FEE SCHEDULE (office use only)

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



HPC Administrator
HPCAdmin@newbernnc.gov

Work: (252) 639-7583

Fax: (252) 636-2146

Application for a Certificate of Appropriateness

(For Alterations to Properties in Locally Designated Historic Districts)

For assistance, see “CoA Instructions,” as well as “Historic District Guidelines,” available online at:

<https://www.newbernnc.gov> Go to: Departments, Development Services, then:

- For the CoA Instructions: Document Center, Alphabetical Listing, Certificate of Appropriateness – Instructions for COA application
- For the Historic District Guidelines: Historic Preservation, HPC Guidelines, Historic District Guidelines

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

I. Applicant/Owner Information:

Property Address (Include year built, if known):

| | | | |
|--------------------------------|----------------------------|-----------|--------|
| Property Owner Name(s): | Owner Mailing Address: | Phone #s: | Email: |
| | | | |
| Applicant Name (if different): | Applicant Mailing Address: | Phone #s: | Email: |
| | | | |

II. Project Information: *(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 ☐

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.

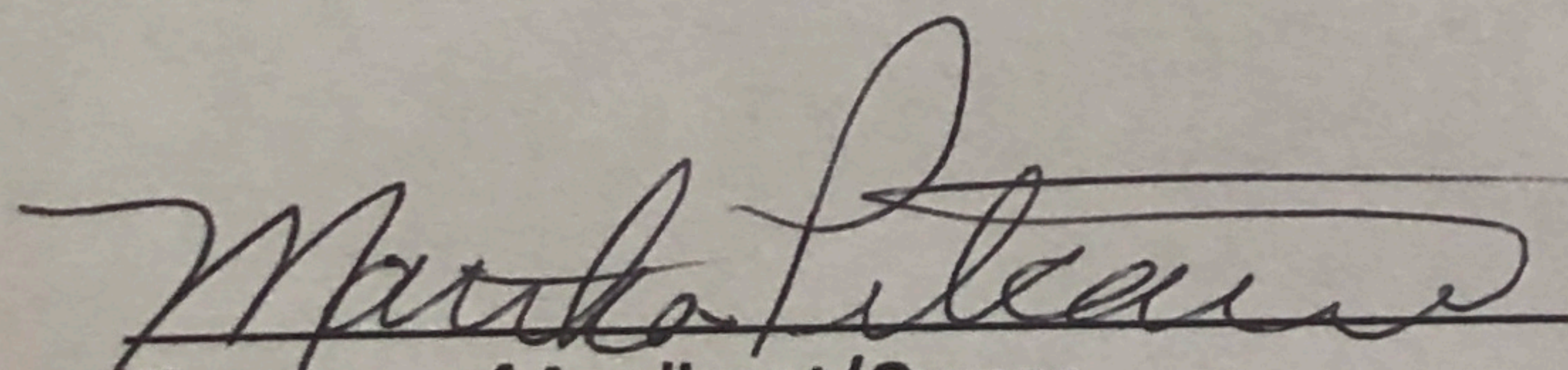
Please read the following statements. Your signature below acknowledges that you have read the statements and attest to their accuracy:

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

7/29/22
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.

317 E. Front St. – attachments by applicant 2022-08-01 and -03

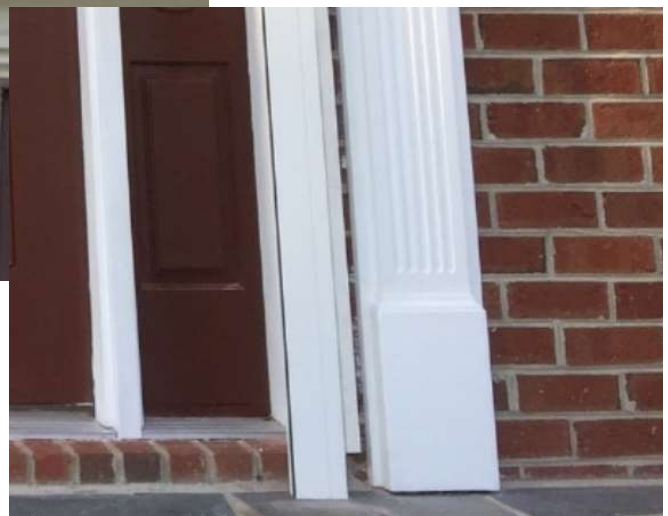






Examples of similar roll-up screens:





Matthew Schelly

From: M Pit <martypitcairn@gmail.com>
Sent: Wednesday, August 3, 2022 7:35 PM
To: Matthew Schelly
Subject: Fwd: roll down shutters for hurricanes
Attachments: Atlantic Breeze Flyer 2022.pdf

Hello Matt

Here is the email showing approval from two of my fellow townhouse owners. The fourth owner lives predominantly out of town and rarely responds to any communication.

I'm also attaching the brochure from the shutter manufacturer.

Am I to submit some kind of payment at this time?

Marty Pitcairn

----- Forwarded message -----

From: **Scott Davis** <msd@dhwlegal.com>
Date: Mon, Jul 25, 2022 at 2:24 PM
Subject: Re: roll down shutters for hurricanes
To: rebecca mistak <releemi@yahoo.com>
Cc: M Pit <martypitcairn@gmail.com>, Billie Brinkley <billiebrinkley1965@gmail.com>, E JAMES MISTAK <ejamesmistakdds@gmail.com>

Fine with me as well.

Just check with Matt Schelly (639-7583) in the City's development services department about a certificate of appropriateness for exterior changes/additions to buildings. It may be a minor project that only requires staff approval. Matt can confirm. He'll probably want a brochure of the product and a description of their location for his files.

Scott

Michael Scott Davis
Davis Hartman Wright, LLP
209 Pollock Street
New Bern, North Carolina 28560
Telephone: 252.262.7056
Facsimile: 252.514.9878
Cellular Telephone: 252.571.2050
www.dhwlegal.com

> On Jul 25, 2022, at 2:03 PM, **rebecca mistak** <releemi@yahoo.com> wrote:

>

> Oh my, yes, we know you've had quite a time with storms. If the 3 rolladens might help, **we think it's a good idea to support your efforts to protect your home.**

>
> Becky and Jim
> Sent from Yahoo Mail for iPhone
>
> On Saturday, July 23, 2022, 10:13 AM, M Pit <martypitcairn@gmail.com> wrote:
>
> Hi all
> I'm looking into getting roll down shutters for my front door and two french doors to protect my place from water damage in the event of a hurricane. The ones I'm looking at have a narrow container at the top (6"), fit inside the door opening, and are a close match to the color of the door. It looks like I need agreement from the HOA for this so I'm checking in to get your thoughts.
> Marty

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



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: 317 E. Front St. – to include new rollup storm screen doors in the Primary AVC.

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

Zoning District: C-2

Required Setbacks (primary structure): Front average Side 0 ft Rear 0 ft

Accessory Setbacks: From Nearest Structure 8 ft Side 3 ft Rear 3 ft

Maximum Lot Coverage for proposed use: N/A

Maximum Height of Structure: 60 ft

Required Site Improvements: Landscaping 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:

Chief Building Inspector

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – August 2022

Applicant: Martha Pitcairn
Applicant Address: 317 E. Front St., New Bern, NC 28560
Project Address: 317 E. Front St., New Bern, NC 28560

Historic Property Name: N/A

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

NR Inventory Description (2003): N/A

Sandbeck Description (1988): N/A

317 E. Front St. - to include new rollup storm screen doors in the Primary AVC.

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

Modifications

3.2.1 Select materials that are consistent with the structure. Limit the palette to those materials that were available at the time a building was originally constructed.

Windows, Doors and Openings

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

Metals

5.3.3 Use full weld iron and steel fabrication techniques. Welds shall be properly dressed, or ground smooth.

5.3.4 Provide aluminum fabrications with welded joints or blind, mechanical connections having concealed fasteners.

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 modification project in the Primary AVC of a non-contributing resource;
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 proposed amendment and commented accordingly;
5. The project is not incongruous with the Guidelines.

MOTION

Staff recommends the Commission approve this application to include new rollup storm screen doors in the Primary AVC.



CERTIFICATE OF APPROPRIATENESS

Applicant(s): MBF Architects, P.A./Darden J. Eure, III, AIA

Authorized Representative (if different):

Property Owner(s): John Harvey, LLC

Property Address: 221 S. Front St., New Bern, NC

Description of Work: to include a 1-story addition and site modifications on the Secondary and Tertiary AVCs.

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

Comments/Signature/Date:

ZONING ADMINISTRATOR:

[Signature] 1-20-22

CHIEF BUILDING INSPECTOR:

Permits required
[Signature] 1-20-22

The Historic Preservation Commission reviewed the application on 01/19/2022 and

Approved ____ **Disapproved** ____ **Approved (with conditions listed below)** **X**

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

This CoA is not valid and construction may not proceed unless the following conditions have been met:

1. Construction shall not begin until the project is compliant with the City's Land Use Ordinance, as determined by the City Zoning Administrator.
2. Construction shall not begin until the project complies with the flood ordinance, as determined by the City's Inspections Department.
3. The applicant present a landscape design plan to the HPC at a later time.
4. The kitchen exhaust hoods and other external mechanical appurtenances not be installed until reviewed by the HPC at a later time.

Historic Preservation Administrator *[Signature]* **Date:** January 20, 2022

Conditions 1 and 2 met: _____, **HPA** **Date:** _____

Condition 3 met: _____, **HPA** **Date:** _____

Condition 4 met: _____, **HPA** **Date:** _____

Expiration Date: 1/20/2023

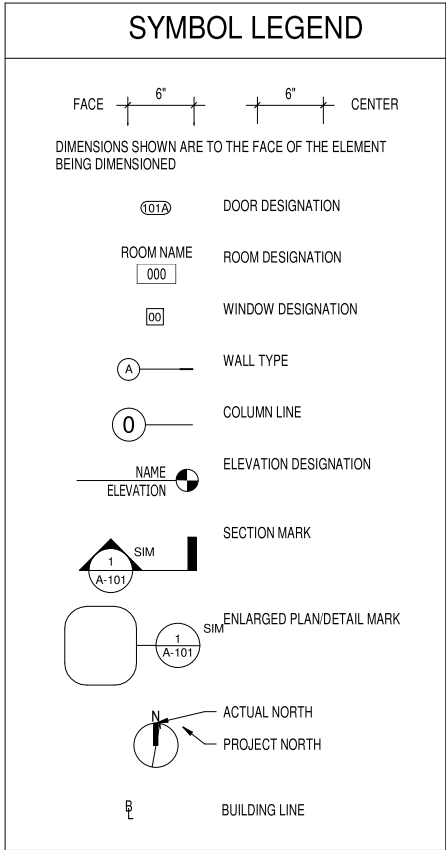
Permits must be acquired, or significant amount of work started, prior to expiration date. Requests for an extension must be made prior to expiration.

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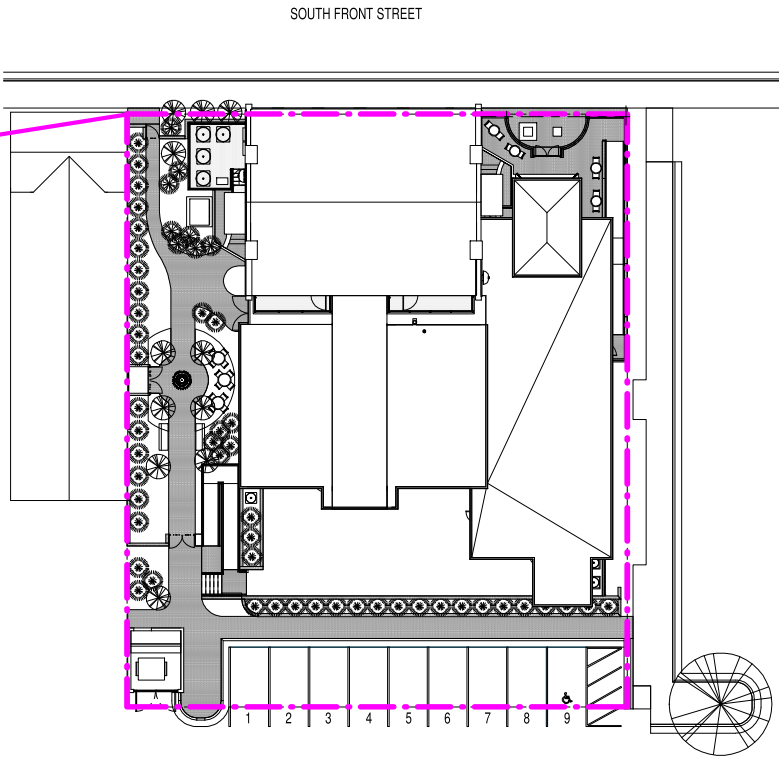
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| INDEX OF DRAWINGS - HPC ONLY | | | |
|------------------------------|---------------------|----------|---------------------|
| HPC SHEETS | | PLATE NO | SHEET NAME |
| SHEET SEQUENCE | TOTAL NO. OF SHEETS | | |
| 1 | OF 10 | HPB001 | TITLE SHEET |
| 2 | OF 10 | HPB101 | SITE PLAN |
| 3 | OF 10 | HPB201 | EXISTING ELEVATIONS |
| 4 | OF 10 | HPB202 | ELEVATIONS |
| 5 | OF 10 | HPB203 | ELEVATIONS |
| 6 | OF 10 | HPB501 | DETAILS |
| 7 | OF 10 | HPB701 | COA PAPERWORK |
| 8 | OF 10 | HPB901 | HISTORIC PHOTOS |
| 9 | OF 10 | HPB902 | CUT SHEETS |
| 10 | OF 10 | HPB903 | PERSPECTIVES |

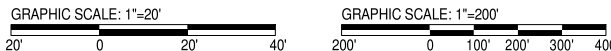
C



B2 LOCATION MAP
SCALE: 1" = 200'-0"



B5 SITE PLAN
SCALE: 1" = 20'-0"



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MBFA No: 2028

TITLE SHEET

HPB001

SHEET 1 OF 10

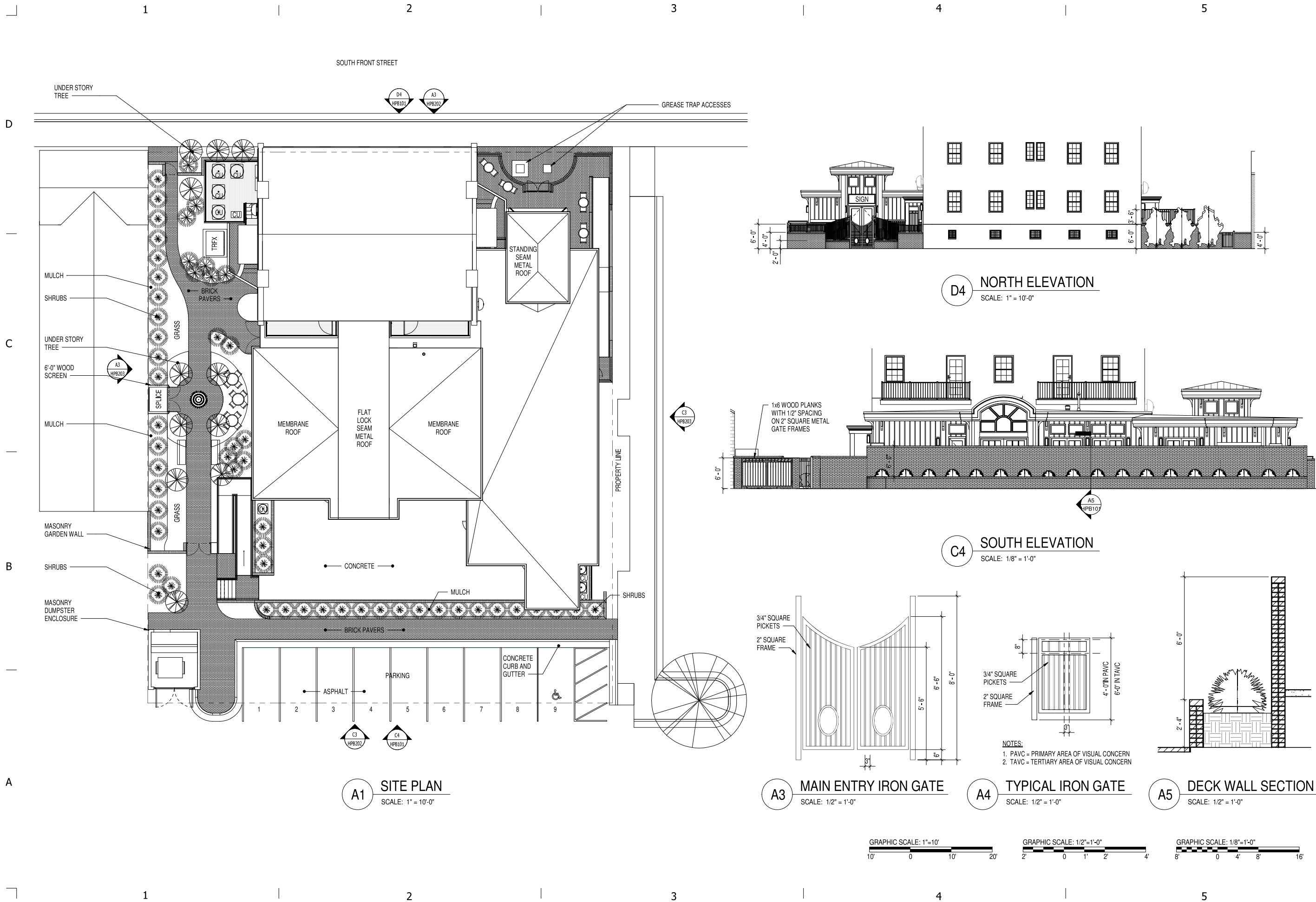
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RELEASE 4



MBFA No: 2028

SITE PLAN



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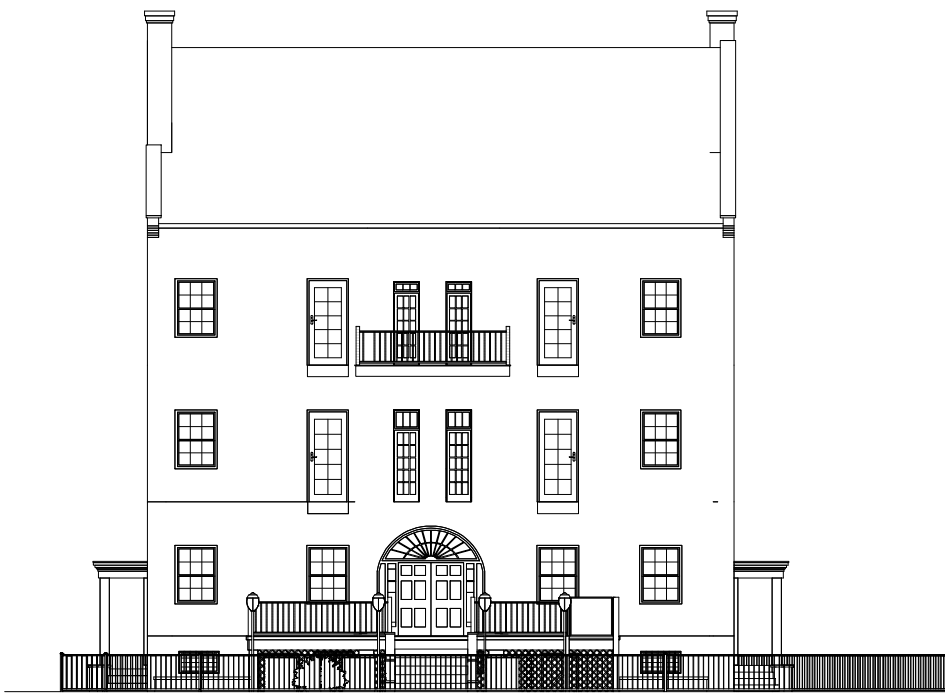
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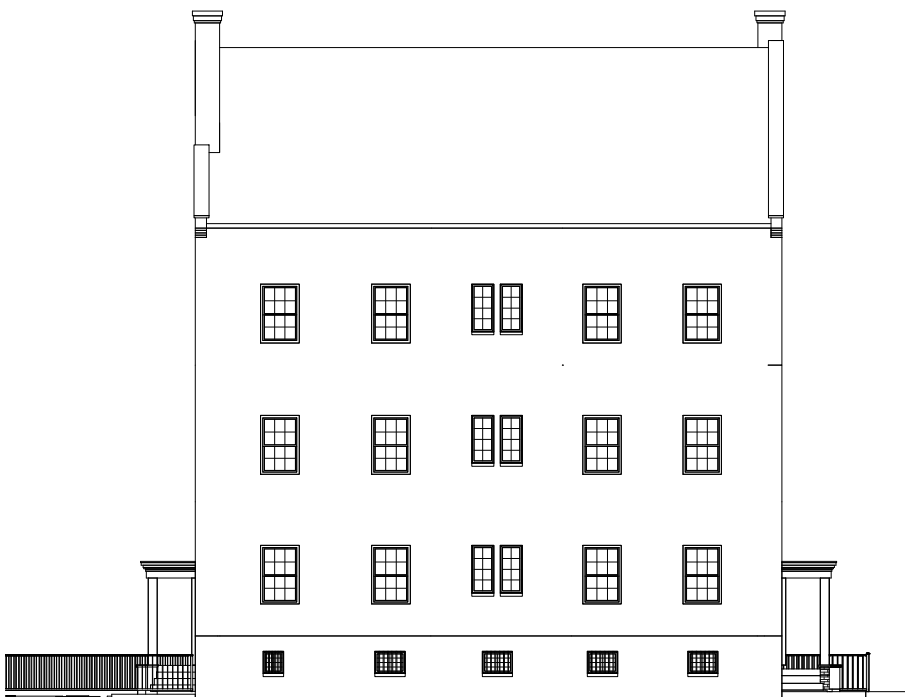
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C2 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



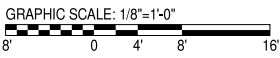
C4 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



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



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



HARVEY MANSION ALTERATIONS
JOHN HARVEY, LLC
221 SOUTH FRONT STREET
NEW BERN, CRAVEN COUNTY

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RELEASE 4



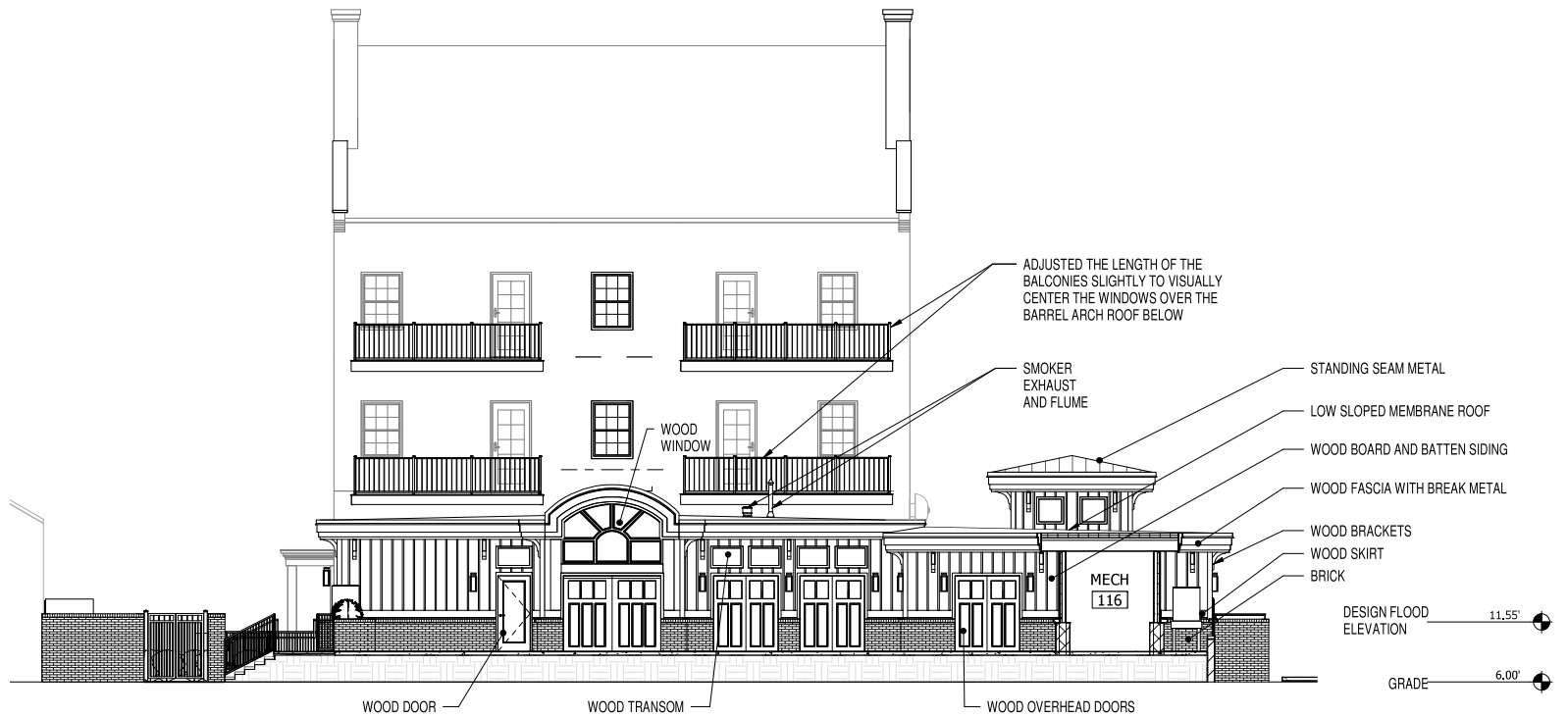
MBFA No: 2028

EXISTING ELEVATIONS

HPB201
SHEET 3 OF 10

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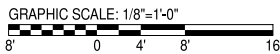
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C3 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



A3 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



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RELEASE 4



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ELEVATIONS

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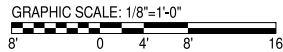
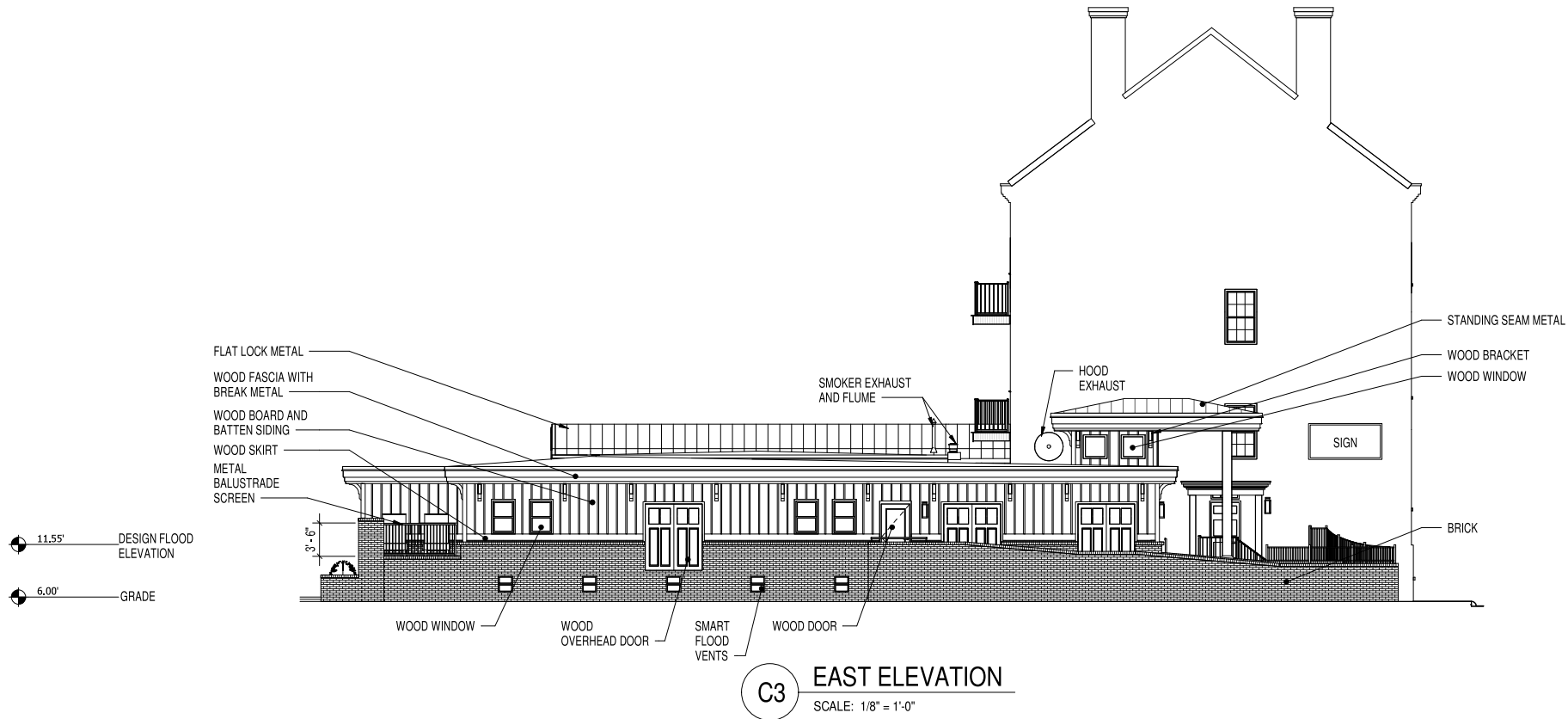
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RELEASE 4

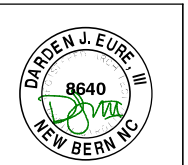


MBFA No: 2028

ELEVATIONS

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RELEASE 4

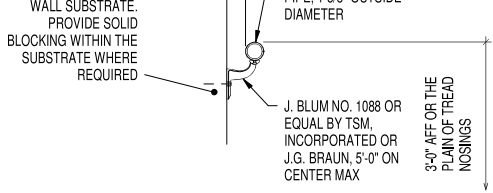


BFA No: 2028

DETAILS

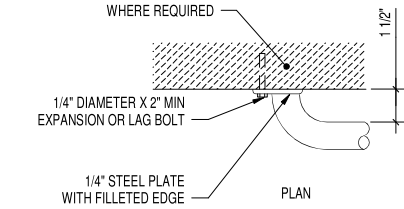
HPB501

SHEET 6 OF 10



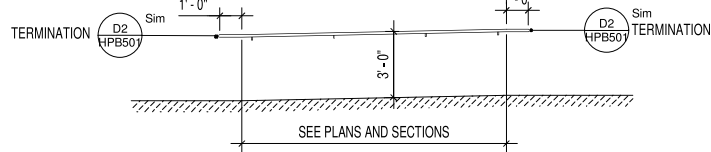
NOTES:
1. REFERENCE SECTION 1012.3, NCSBC

D1 **HANDRAIL BRACKET**
SCALE: 1 1/2" = 1'-0"



NOTES:
1. REFERENCE SECTION 1012.5, NCSBC

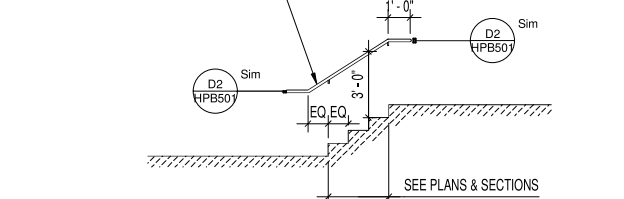
D2 HANDRAIL TERMINATION
SCALE: 3" = 1'-0"



NOTES:

1. REFERENCE FLOOR PLANS FOR SPECIFIC HANDRAIL CONFIGURATIONS
2. REFERENCE SECTION 1012, NCSBC
3. PAINT GRIP GALVANIZE EXTERIOR RAILING FABRICATIONS

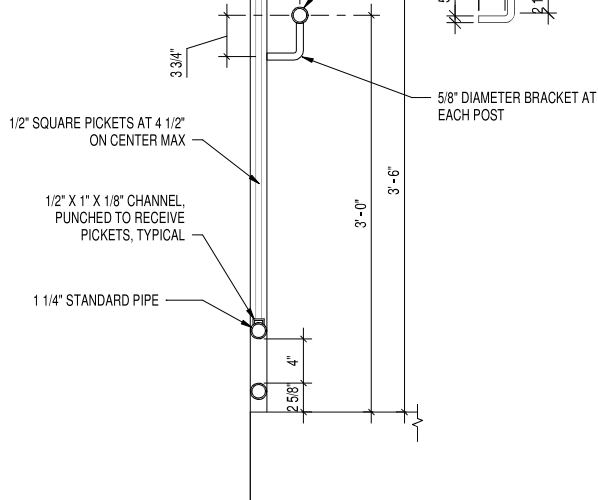
D4 RAMP WALL MOUNTED HANDRAIL DETAIL
SCALE: 1/4" = 1'-0"



NOTES:

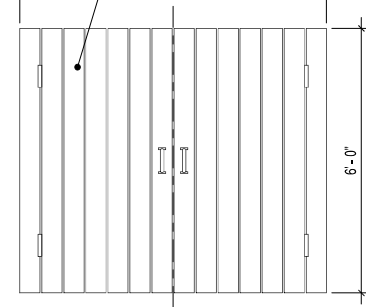
1. REFERENCE FLOOR PLANS FOR SPECIFIC HANDRAIL CONFIGURATIONS
2. REFERENCE SECTION 1012, NCSBC
3. PAINT GRIP GALVANIZE EXTERIOR RAILING FABRICATIONS

C1 STAIR WALL MOUNTED HANDRAIL DETAIL
SCALE: 1/4" = 1'-0"



NOTES:
1. 1 1/4" STANDARD PIPE HAS A 1 5/8" OUTSIDE DIAMETER

C2 STAIR RAILING SECTION
SCALE: 1 1/2" = 1'-0"



C4 TRANSFORMER SCREEN
SCALE: 1/2" = 1'-0"

B

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:

221 South Front Street, New Bern, NC 28560
(address, city, zip code)

I hereby authorize MBF Architects 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:

4701 Trent River Drive, Trent Woods, NC Phone 252-876-8687
28562

Charles Cushman
Owner's Signature

John Harvey, LLC - Charles Cushman
Print Name

7/6/2021
Date

Sworn to and subscribed before me this 7th day of July, 2021.

Matthew Schelly
Notary Public

My commission expires: May 24, 2023

A

D



January 5, 2022

Mr. Matt Schelly
Historic Preservation Administrator
City of New Bern
303 First Street
New Bern, NC 28560

SchellyM@newbernc.gov

RE: Harvey Mansion Alterations
John Harvey, LLC
New Bern, Craven County
MBFA No: 2028

Dear Matt:

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

This package consists of the following:

1. Check No. 16244 in the amount of \$107.00 made payable to the City of New Bern
2. Application for a Certificate of Appropriateness
3. Letter of Representation
4. Drawing HPB001 through HPB001, 24 inch by 36 inch format, nine sheets

Predominant materials proposed for the project are as follows:

1. Wood doors and windows, true divided light, wood painted
2. Wood overhead doors, wood painted
3. Brick masonry
4. Board and batten wood siding, wood painted

Please place this item on the agenda for the forthcoming regular meeting of January 19, 2022.

Sincerely,

Darden J. Eure, III, AIA, NCARB
eure@mbfarchitects.com
MBF Architects, P.A.

317-C Pollock Street | New Bern, NC 28560 | T: 252-637-6373 | F: 252-637-3259
www.mbfarchitects.com

2

mbf architects pa
317-C Pollock Street | New Bern, NC 28560 | 252-637-6373 | mbfarchitects.com

TRUIST
BANK is now Truist
66-112/531

01/03/2022

PAY TO THE ORDER OF: City of New Bern \$ 107.00

One Hundred Seven and 00/100 DOLLARS

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

MEMO
Certificate of Appropriateness (221 S Front St)

16244

2

3

NEW BERN
NORTH CAROLINA
Everything comes together here

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.newbernc.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):
221 South Front Street, circa 1797

Property Owner Name(s): John Harvey, LLC Owner Mailing Address: 4701 Trent River Drive, Trent Woods, NC 28562 Phone #: (252) 876-8687 Email: chcushman@gmail.com

Applicant Name (if different): Darden J. Eure, III, AIA, NCARB, MBF Architects, P.A. Applicant Mailing Address: 317-C Pollock Street, New Bern, NC 28560 Phone #: (252) 637-6373 Email: eure@mbfarchitects.com

II. Project Information: (See "CoA Instructions" & "Historic Guidelines" for help in completing this section)

1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed)
Construct an addition in the Tertiary AVC; reference 3.3.1. Reconfigure parking. Construct an outdoor terrace with garden wall at the addition entrance. Construct a pedestrian plaza and landscaping connecting the parking to the historic building on the west side of the property.

2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (only need the guideline numbers):
2.4.4 for incorporating trees, shrubbery and landscaping; 2.5.3 for garden wall heights; 2.7.5 for screening parking lots; 3.2.1 for selecting materials consistent with the structure

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 materials:
5.1.1 for minimizing historic fabric disturbance; 5.4.3 for painting wood; 5.3.3 for metal balusters; 5.5.6 for synthetic slate shingles and membrane roofing

CoA App 2020-04-30.pdf

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III. Additional Information Provided: (See "CoA Instructions" for more details)

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: Darden J. Eure, III, AIA, NCARB
Date: July 8, 2021

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.

CoA App 2020-04-30.pdf

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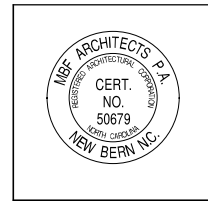
317-C Pollock Street | New Bern, NC 28560
252.637.6373 | mbfarchitects.com

221 SOUTH FRONT STREET
NEW BERN, CRAVEN COUNTY

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RELEASE 4



MBFA No: 2028

COA PAPERWORK

HPB701
SHEET 7 OF 10

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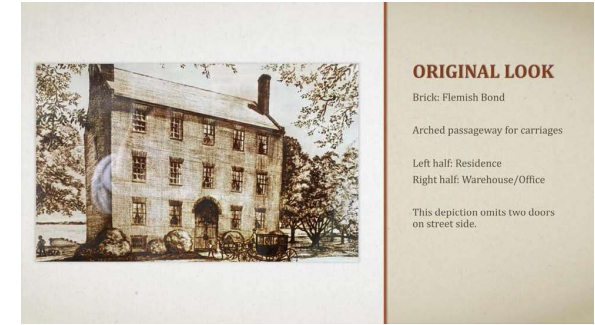
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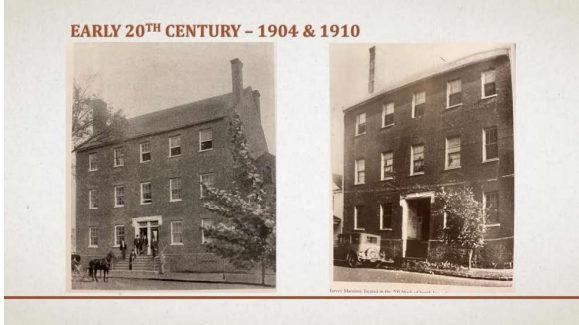
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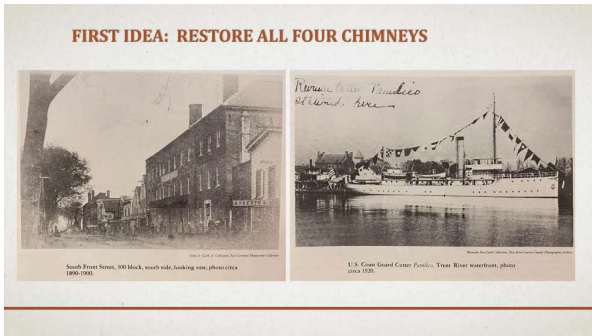
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A1 PHOTOGRAPHIC DOCUMENTATION
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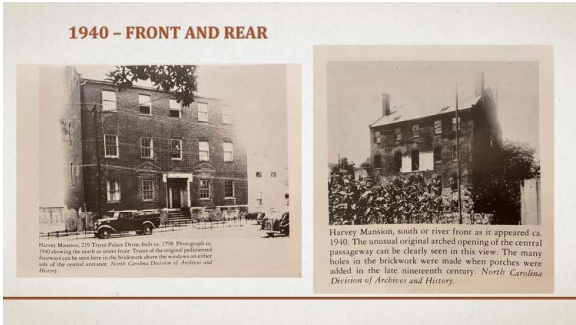
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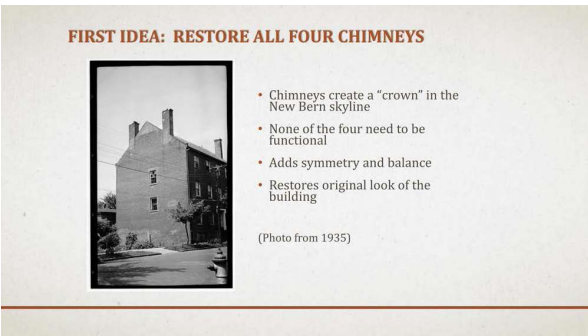
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Signature® Carriage Wood

COLLECTION



Custom crafted wood doors provide distinctive charm and unmatched luxury

The Genuine. The Original.



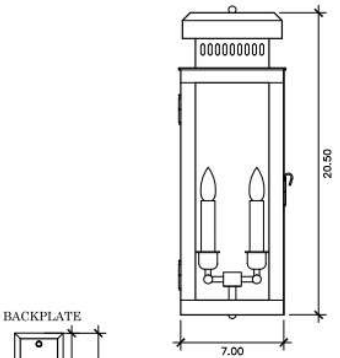
Yacht Basin

Collection

YB - 2001E
wall mount

20.5h x 7w x 9.5d

- ELECTRIC OPTIONS**
 - ☒ Medium Base Socket
 - ☒ Frosted Chimney
 - ☒ Single Brass Candle
 - ☒ Single Brass Tall Candle
 - ☒ 2 Light Brass Cluster
 - ☒ 2 Light Tall Brass Cluster
 - ☒ 3 Light Brass Cluster
 - ☒ 4 Light Brass Cluster
 - ☒ Drip Candle Covers
- GAS OPTIONS**
 - ☐ Single Brass Burner
 - ☐ Double Brass Burner
 - ☐ Triple Brass Burner
 - ☐ Extra Tall Burner
 - ☐ LP Brass Burner
 - ☐ Palmetto Flame Brass Burner
 - ☐ Bat Flame Brass Burner
 - ☐ Hidden Gas Line
- GLASS OPTIONS**
 - ☒ Non-Tempered Clear
 - ☒ Seeded
 - ☒ Artique
- ACCESSORIES**
 - ☐ Solid Copper Top
 - ☐ Copper Panels
 - ☒ Top Copper Ring
 - ☒ Brass Cross Bars
 - ☒ Copper Cross Bars
 - ☒ Top Loop
 - ☒ Full Scroll
 - ☒ Backward Scroll
 - ☒ Side Scrolls
 - ☒ Down Scrolls
 - ☒ Top Loop Hanger
 - ☒ Wall Bracket W&C
 - ☒ Wall Yoke
 - ☒ Extender Bracket
 - ☒ Top Mount
 - ☒ Top Hole Backplate
 - ☐ Pier Mount
 - ☐ Pier Mount Cover
- FINISHES**
 - ☒ Solid Copper
 - ☒ Aged Bronze
 - ☒ Powder Coated Black
 - ☒ Silver



STANDARD FEATURES

Solid Copper
Tempered Clear Glass
Electric: Single Brass Candle

* Shown with Optional 2 Light Tall Brass Candle

Lantern & Scroll

a brilliant first impression

2041 South Blvd, Suite C, Charlotte, NC 28203 - 704.333.5088 - buyfrom@lanternandscroll.com



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RELEASE 4



MBFA No: 2028

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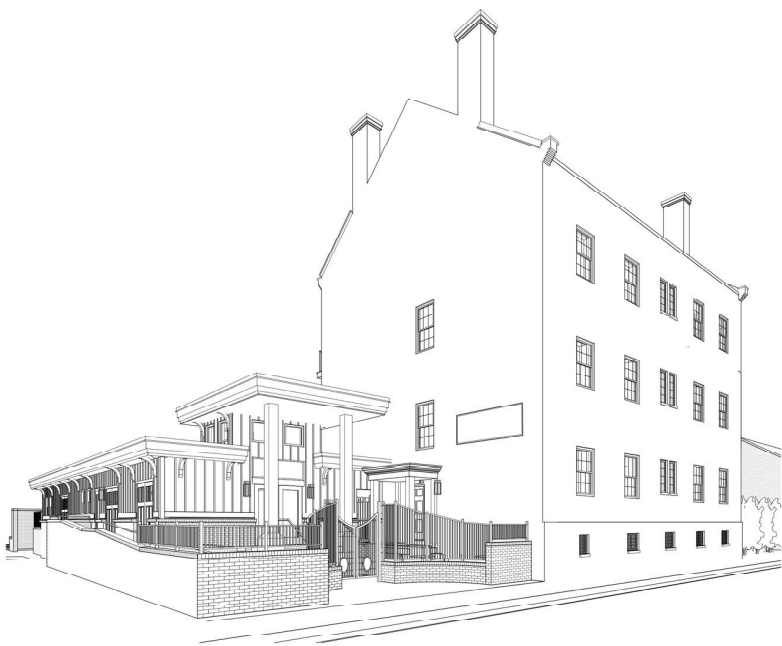
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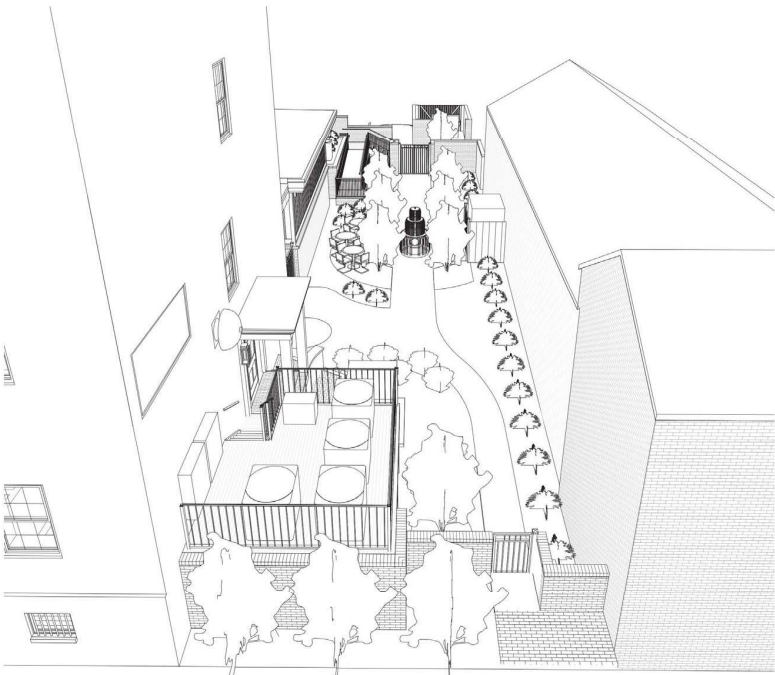
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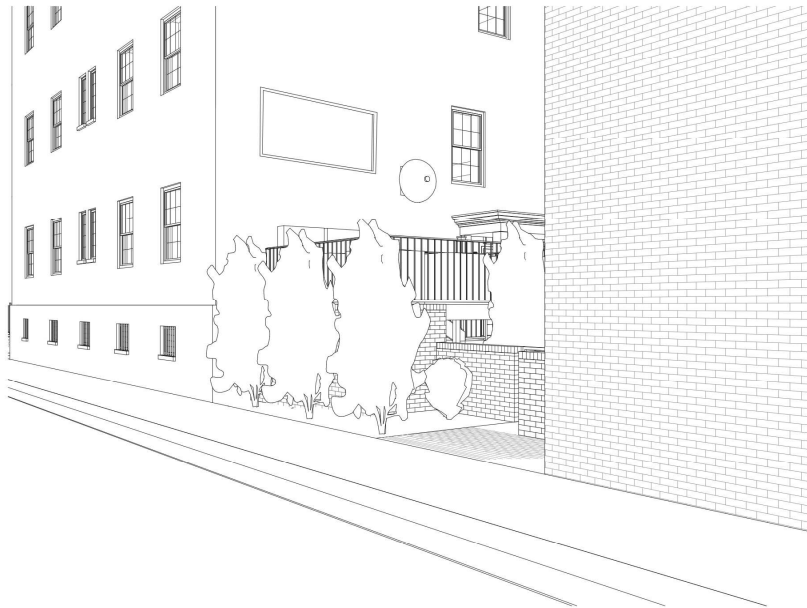
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C1 RESTAURANT ENTRY VIEW
SCALE: 12" = 1'-0"



C3 COURTYARD VIEW
SCALE: 12" = 1'-0"



C5 STREET VIEW
SCALE: 12" = 1'-0"



A1 SOUTH DECK VIEW
SCALE: 12" = 1'-0"



A4 PHOTOGRAPHIC DOCUMENTATION
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RELEASE 4



MBFA No: 2028
PERSPECTIVES



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: 221 S. Front St. – design revisions amendment to approved CoA: exhaust hood, flood vents, transformer relocation, planters, barrel vault, east door placement, mechanical room addition, add gate instead of door, garden wall adjustment.

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

Zoning District: C-1, Commercial Waterfront Overlay

Required Setbacks (primary structure): Front Side Rear

Accessory Setbacks: From Nearest Structure Side Rear

Maximum Lot Coverage for proposed use:

Maximum Height of Structure: (per 15-474.(c))

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:

The proposed project will require a resolution to the parking issue.

Zoning Administrator John H. 8/15/22

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 John H. 8/15/22

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – August 2022

Applicant: John Harvey, LLC./MBF Architects, P. A.

Applicant Address: 317-C Pollock St., New Bern, NC 28560

Project Address: 221 S. Front St., New Bern, NC 28560

Historic Property Name: Harvey Mansion. ca. 1798.

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

NR Inventory Description (2003): Federal style; three stories above raised basement; five bays wide; paired central windows above arched entrance; interior end chimneys; gable-end parapet roof.

Sandbeck Description (1988): "... converted to apartments in the 1940s ..."

221 S. Front St. - design revisions amendment to the approved CoA: exhaust hood, flood vents, transformer relocation, planters, barrel vault, east door placement, mechanical room addition, add gate instead of door, garden wall adjustment.

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

Utilities

- 2.3.1 Locate equipment in Secondary and Tertiary AVCs and screen items from public view with vegetation, fencing and similar site constructions. It is recommended that utilities be consolidated in common locations.
- 2.3.2 Paint equipment and exposed utilities to compliment mounting surfaces and reduce their visibility.
- 2.3.6 Install light fixtures in locations that complement the character of historic structures and sites. It is not appropriate to replace original light fixtures. Lamping shall emit a white light. Illumination shall provide visibility and security without overemphasizing a structure, parking area or site.

Landscaping

- 2.4.3 Use plant materials that are indigenous to the historic districts. It is not appropriate to use contemporary edging materials such as landscaping timbers or plastic borders.
- 2.4.4 Incorporate trees, shrubbery, and other landscape features around the periphery of a lot and within parking areas.

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

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.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – August 2022

Modifications

- 3.2.1 Select materials that are consistent with the structure. Limit the palette to those materials that were available at the time a building was originally constructed.

Additions

- 3.3.1 Locate additions in a Secondary or Tertiary AVC to minimize the impact on primary, character defining elevations. Limit the footprint of additions to maintain private open spaces.

Foundations

- 4.1.4 Locate foundation features such as vents and access doors in areas that will not detract from the architectural character of the building. Coordinate with other architectural features when possible, such as aligning vents and access doors with windows above or centering them between piers.

Walls, Trim and Ornamentation

- 4.2.1 Adhere to Guidelines for retention of historic fabric when altering wall components.
4.2.2 It is not appropriate to introduce trim or ornamentation to a contributing structure without documentary evidence that such elements historically existed.
4.2.4 Incorporate wood trims and articulate masonry appropriately for the application.

Windows, Doors and Openings

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

Roofs

- 4.5.6 Locate rooftop appurtenances such as ventilators, antennae, satellite dishes, mechanical equipment and similar items in a manner that is not visible from the public right of way.

Decks and Patios

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

Masonry

- 5.1.2 Match the masonry bond, or pattern, of masonry materials found in adjoining work. In general, new material should be the same size, color, and texture of that existing.

Wood

- 5.2.2 Construct wood assemblies similar to that found in adjoining work. In general, new material should be the same dimension and shape of that existing.

Metals

- 5.3.3 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 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.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – August 2022

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

1. The project is located in the *Dense Fabric* development pattern;
2. The proposal is an amendment to an approved CoA;
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 proposed amendment and commented accordingly;
5. The project is not incongruous with the Guidelines.

MOTION

Staff recommends the Commission approve this application for the design revisions amendment to the approved CoA: exhaust hood, flood vents, transformer relocation, planters, barrel vault, east door placement, mechanical room addition, add gate instead of door, garden wall adjustment.



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: August 10, 2022
RE: Regular Meeting, **5:30 PM, Wednesday, August 17, 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. T 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. Adjustments to the Agenda
4. 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. **317 E. Front St.** – to include new rollup storm screen doors in the Primary AVC.
 - C. **221 S. Front St.** (Harvey Mansion) – design revisions amendment to approved CoA: exhaust hood, flood vents, transformer relocation, planters, barrel vault, east door placement, mechanical room addition, add gate instead of door, garden wall adjustment.
**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. Officer Elections
8. HPC Administrator's Report:

A. Report on CoAs Issued 07/13/2022 – 08/08/2022

MAJORS:

206 Change St. – planter, pergola, trellis
300 E. Front St. – Cycle Share bike stations
405 Johnson St. – front steps
504 S. Front St. – Cycle Share bike stations
902-904 Pollock St. – Cycle Share bike stations
Federal Alley - arbors

MINORS:

602 Middle St. – tree replacement

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

C. Other Items and Updates by the Administrator

- i. Commission member training - next Design Review Meeting, Sept. 7.
- ii. Site visit inside Elks Building, August 29, 2:30 – is this a good day and time?

9. Commissioners' Comments

10. Adjourn