



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: September 14, 2022
RE: Regular Meeting, 5:30 PM, Wednesday, September 21, 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. **715 E. Front St.** – to include a new infill house and to consider issuing the CoA for demolition.
 - C. **507 George St.** – to include removing the existing side porch, adding a new second floor rear addition and balcony, a new rear deck, front column wraps, front handrails, front door replacement, wood replacement windows, and new fencing & gate, in all AVCs.
 - D. **404 Avenue B** – to include fencing in all AVCs.

**Please note that applications for these projects, including proposed plans, are available for review during normal business hours in the Development Services Department (303 First St.).*
5. Old Business (non-hearing items tabled or continued from a previous meeting): none
6. General Public Comments
7. New Business: none
8. HPC Administrator's Report:

Everything comes together here.

A. Report on CoAs Issued 08/09/2022 – 09/13/2022

MAJORS:

None; 2 pending

MINORS:

510 George St. – exterior water heater, gas meter

221 Craven St. – gas lanterns

104 King St. – new pier

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

C. Other Items and Updates by the Administrator

9. Commissioners' Comments

10. Adjourn

FEE SCHEDULE (office use only)

☐ \$22 Standard Application (minor)
☒ \$107 Standard Application (major)



HPC Administrator
 HPCadmin@newbern-nc.org
 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:
<http://www.newbern-nc.org/departments/development/historic-preservation/historic-preservation-guidelines/>

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

I. Applicant/Owner Information:			
Property Address (Include year built, if known): 715 E. Front Street (1950)			
Property Owner Name(s): George Aiken	Owner Mailing Address: 913 Hidden Jewel Lane Wake Forest, NC 27587	Phone #'s: 919-279-2313	Email: georgeaiken2018@gmail.com
Applicant Name (if different): GO Architectural Design, PLLC Sarah Afflerbach, AIA	Applicant Mailing Address: 1202A Pollock Street New Bern, NC 28560	Phone #'s: 252-633-0322	Email: sarah@goarchdesign.com

II. Project Information: <i>(See "CoA Instructions" & "Historic Guidelines" for help in completing this section)</i>
1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed) Construct a new two story single family home on a lot with a building previously approved for demolition. See plans and elevations for details and material choices. Landscaping plan will be submitted separately. <div align="right">Continued on additional sheet or attached brochure <input checked="" type="checkbox"/></div>
2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (page and guideline number): 2.1.1, 2.1.2, 2.1.3, 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.3.1-4.3.7, 4.4.1-4.4.5, 4.5.1-4.5.6, 4.6.1-4.6.3 <div 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). Hardie Board siding (smooth faced lap siding and shakes), Azek trim and railing and painted ornamental railing, brick masonry piers, vinyl windows with 3D grilles inside and out, asphalt shingles and hand seamed metal roofing, concrete walk and driveway. <div 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 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.

Sarah Afflerbach

Signature of Applicant/Owner

8-16-22

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.



Aldermen

Sabrina Bengel
Jameesha S. Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham

NEW BERN
CITY OF NEW BERN

300 Pollock Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 636-4000

Dana E. Outlaw
Mayor

Mark A. Stephens
City Manager

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:

715 East Front Street, New Bern, NC 28560
(address, city, zip code)

I hereby authorize GO Architectural Design, PLLC 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:

George G. Aiken Phone 919-279-2313


Owner's Signature

George G. Aiken
Print Name

8/12/22
Date

Sworn to and subscribed before me this 12 day of August, 20 22

Angela G Davis
Notary Public:

My commission expires: May 6, 2024







AIKEN CUSTOM HOME



KEYS & SYMBOLS

DOOR & WINDOW SIZE KEY
2⁶ = 2'-6" WIDE (ASSUME STANDARD DOOR
HEIGHT OF 6'-8" UNLESS NOTED)

2060 = 2'-0" WIDE X 6'-0" HIGH

DRAWING NUMBER
SHEET NUMBER

ROOM NAME

BEDROOM

10' CLG WOOD

CEILING HEIGHT AND
SQUARE FOOTAGE

FLOOR FINISH

DRAWING NUMBER
1
A-101
SHEET NUMBER

FIRST FLOOR PLAN

Scale: 1/4" = 1'-0"

0'-0"
GRADE

ELEVATION HEIGHT

RECEPTACLE

FLOOR
RECEPTACLE

GFCI
RECEPTACLE

WATER PROOF
RECEPTACLE

SWITCH

3 WAY SWITCH

FAN / LIGHT

SECURITY LIGHT

CEILING MOUNT

WALL SCONCE

CEILING PENDANT

FAN / LIGHT

6" RECESSED CAN

FLUORESCENT

UNDER-COUNTER

CABLE

TELEPHONE

SHEET SCHEDULE

G-101 TITLE SHEET
PHOTO SHEET
C-101 SITE PLAN
C-102 SITE PLAN
A-101 FIRST FLOOR PLAN
A-102 SECOND FLOOR PLAN
A-103 THIRD FLOOR PLAN
A-104 GARAGE PLAN & ELEVATIONS
A-201 HOUSE ELEVATIONS
A-202 ELEVATIONS
A-203 ELEVATIONS

SQUARE FOOTAGE

HEATED & COOLED

1ST FLOOR 2,156 SF
2ND FLOOR 1,350 SF
3RD FLOOR 405 SF
TOTAL 3,911 SF

NON HEATED

FRONT PORCH 353 SF
BACK PORCH 487 SF
GARAGE 584 SF
TOTAL 1,424 SF



FRIS MAP



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252-633-0322
www.goarchdesign.com

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AIKEN CUSTOM HOME
715 E. FRONT STREET, NEW BERN, NC 28560

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STANDARDS AND PRACTICES. HOWEVER, BUILDING CODES AND
ENVIRONMENTAL CONDITIONS VARY FOR DIFFERENT
LOCATIONS. IT IS THE RESPONSIBILITY OF THE PURCHASER OF
THIS PLAN TO PERFORM THE FOLLOWING BEFORE BEGINNING
CONSTRUCTION. VERIFY ALL DIMENSIONS PRIOR TO
PROCEEDING WITH CONSTRUCTION. VERIFY COMPLIANCE
WITH ALL LOCAL CODES. PLANS INDICATE LOCATIONS ONLY.
ENGINEERING ASPECTS SHOULD INCORPORATE ACTUAL SITE
CONDITIONS. HVAC & PLUMBING LAYOUTS ARE NOT INCLUDED.
THESE SHOULD BE OBTAINED FROM A LOCAL MECH.
CONTRACTOR OR ENGINEER TO ENSURE COMPLIANCE WITH
LOCAL CODE AND THAT EQUIPMENT IS SIZED CORRECTLY FOR
YOUR PARTICULAR REGION AND CONDITIONS. VERIFY ALL
STRUCTURAL ELEMENTS WITH LOCAL ENGINEER.

G-101

TITLE SHEET

09.14.2022
715 E. FRONT STREET



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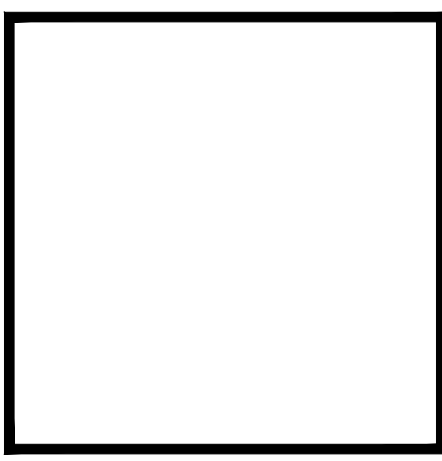
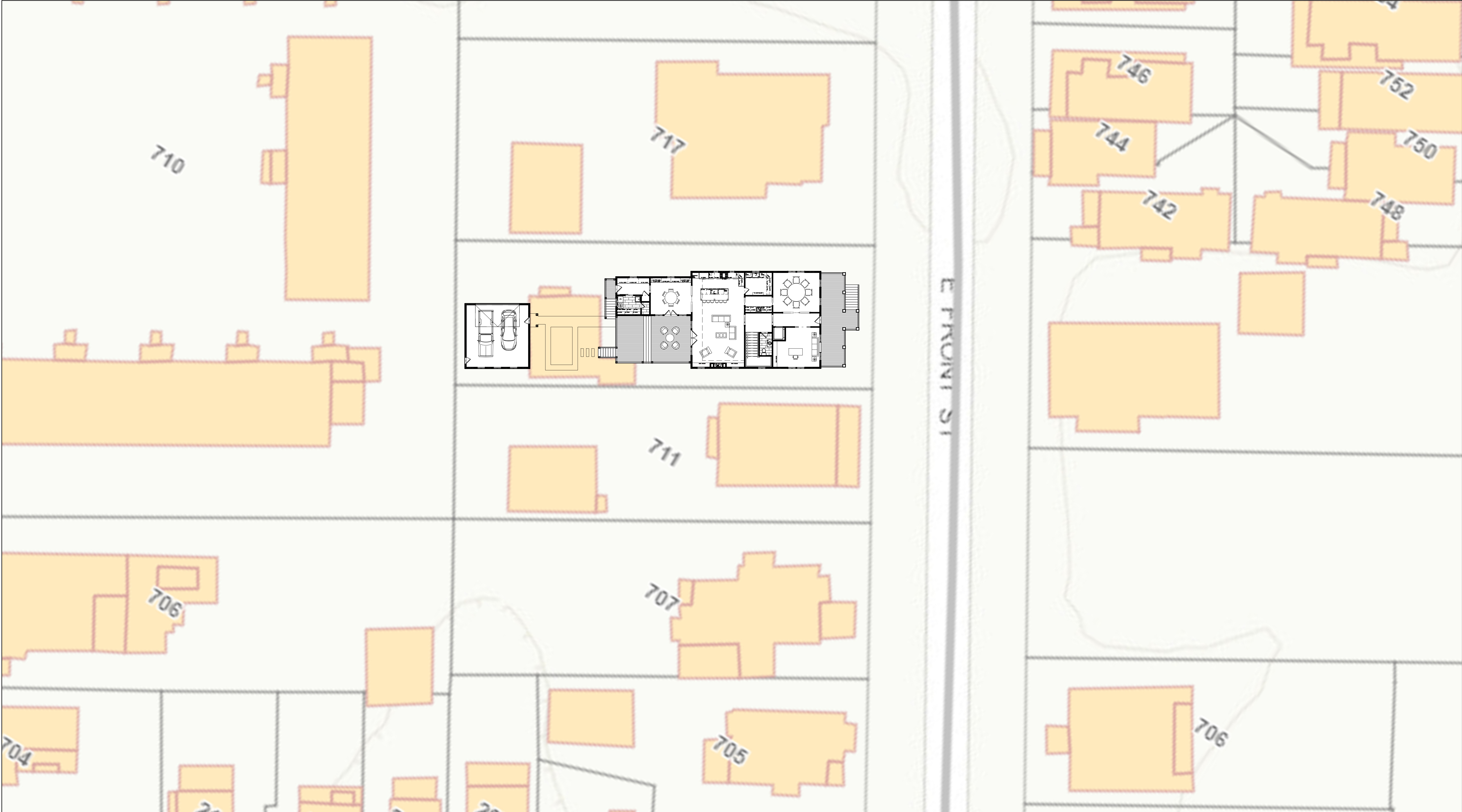


PHOTO
09.14.2022
715 E. FRONT STREET



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C-102

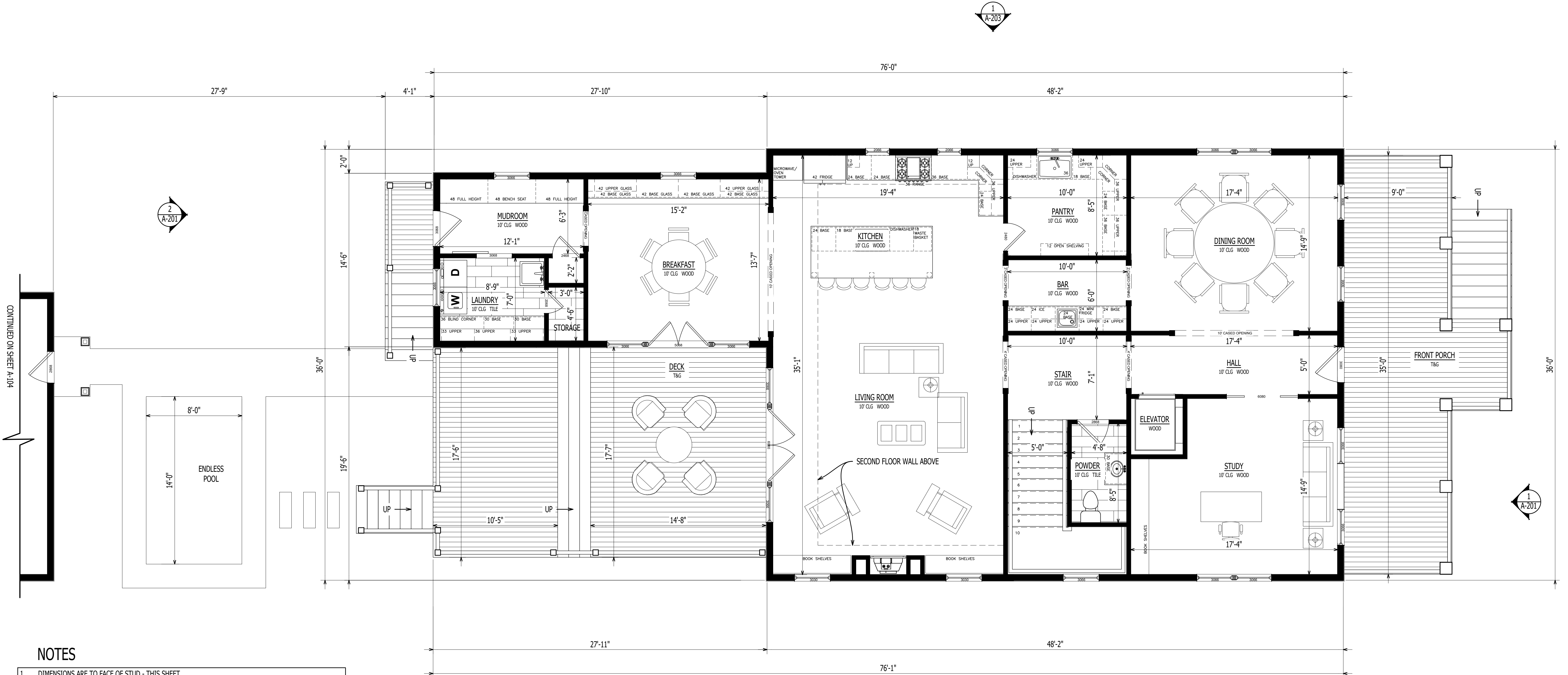
SITE
Scale: 1/16" = 1'-0"

NORTH

GRAPHIC SCALE: 1/16"=1'-0"

16' 0 8' 16' 32'

	<p>1202-A Pollock Street New Bern, NC 28560 252-633-0322 www.goarchdesign.com</p>	<p>COPYRIGHT NOTE:</p> <p>THESE PLANS ARE THE PROPERTY OF THE ARCHITECT. THESE PLANS CONTAIN PROPRIETARY INFORMATION OF GO ARCHITECTURAL DESIGN, PLLC. THEY ARE SUBJECT TO FEDERAL COPYRIGHT AND OTHER APPLICABLE FEDERAL AND STATE PROPERTY, TRADE AND RELATED LAWS. THESE PLANS, INCLUDING THE INFORMATION CONTAINED WITHIN, SHALL NOT BE SHARED, REPRODUCED, DISTRIBUTED OR USED IN ANY WAY WITHOUT WRITTEN CONSENT FROM THE ARCHITECT. ANY FAILURE TO OBTAIN SUCH CONSENT IS A VIOLATION OF LAW, AND MAY BE SUBJECT TO CIVIL AND CRIMINAL PROSECUTION AND PENALTIES.</p>	<p>AIKEN CUSTOM HOME</p> <p>715 E. FRONT STREET, NEW BERN, NC 28560</p>	<p>THIS PLAN HAS BEEN PREPARED TO MEET TOP PROFESSIONAL STANDARDS AND PRACTICES. HOWEVER, BUILDING CODES AND ENVIRONMENTAL CONDITIONS VARY FOR DIFFERENT LOCATIONS. IT IS THE RESPONSIBILITY OF THE PURCHASER OF THIS PLAN TO PERFORM THE FOLLOWING BEFORE BEGINNING CONSTRUCTION. VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION. VERIFY COMPLIANCE WITH ALL LOCAL CODES. PLANS INDICATE LOCATIONS ONLY; ENGINEERING ASPECTS SHOULD INCORPORATE ACTUAL SITE CONDITIONS. HVAC & PLUMBING LAYOUTS ARE NOT INCLUDED. THESE SHOULD BE OBTAINED FROM A LOCAL MECH. CONTRACTOR OR ENGINEER TO ENSURE COMPLIANCE WITH LOCAL CODE AND THAT EQUIPMENT IS SIZED CORRECTLY FOR YOUR PARTICULAR REGION AND CONDITIONS. VERIFY ALL STRUCTURAL ELEMENTS WITH LOCAL ENGINEER.</p>	<p>C-102</p> <p>SITE PLAN</p>	<p>09.14.2022</p> <p>715 E. FRONT STREET</p>
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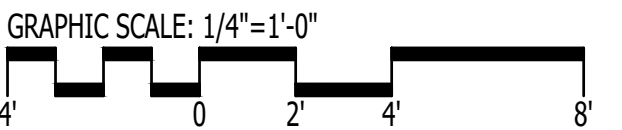


NOTES

1. DIMENSIONS ARE TO FACE OF STUD - THIS SHEET
2. ALL EXTERIOR WALLS - 2X6 WOOD STUD @ 16" O.C.
3. ALL INTERIOR WALLS - 2X4 WOOD STUD @ 16" O.C.
4. 1/2" PAINTED GYPSUM BOARD ON ALL WALLS AND CEILING
5. BATHROOMS TO RECEIVE 1/2" MOISTURE RESISTANT GYPSUM BOARD
6. SEAL ALL JOINTS AND OPENINGS WITH CONT. SILICONE CAULKING
7. PROVIDE COAT ROD AND SHELF IN ALL CLOSETS
8. INTERIOR DOORS TO BE PAINTED PONDEROSA PINE P82-1 3/4" RAISED PANEL
9. RESIDENTIAL ELEVATOR - CONFIRM W/ OWNER
10. SHOWER - MOSAIC TILE FLOOR, TILE WALLS, FRAME-LESS GLASS ENCLOSURE
11. EXTERIOR COLUMNS TO BE COMPOSITE 12" SQUARE - TYP
12. RAILING AND PICKETS TO BE AZEK - TYP
13. PORCH DECKING TO BE TREX - TYP
14. WINDOWS AND EXTERIOR DOORS TO BE VINYL WITH 3D GRILLS INSIDE & OUT - TYP

FIRST FLOOR PLAN

Scale: 1/4" = 1'-0"



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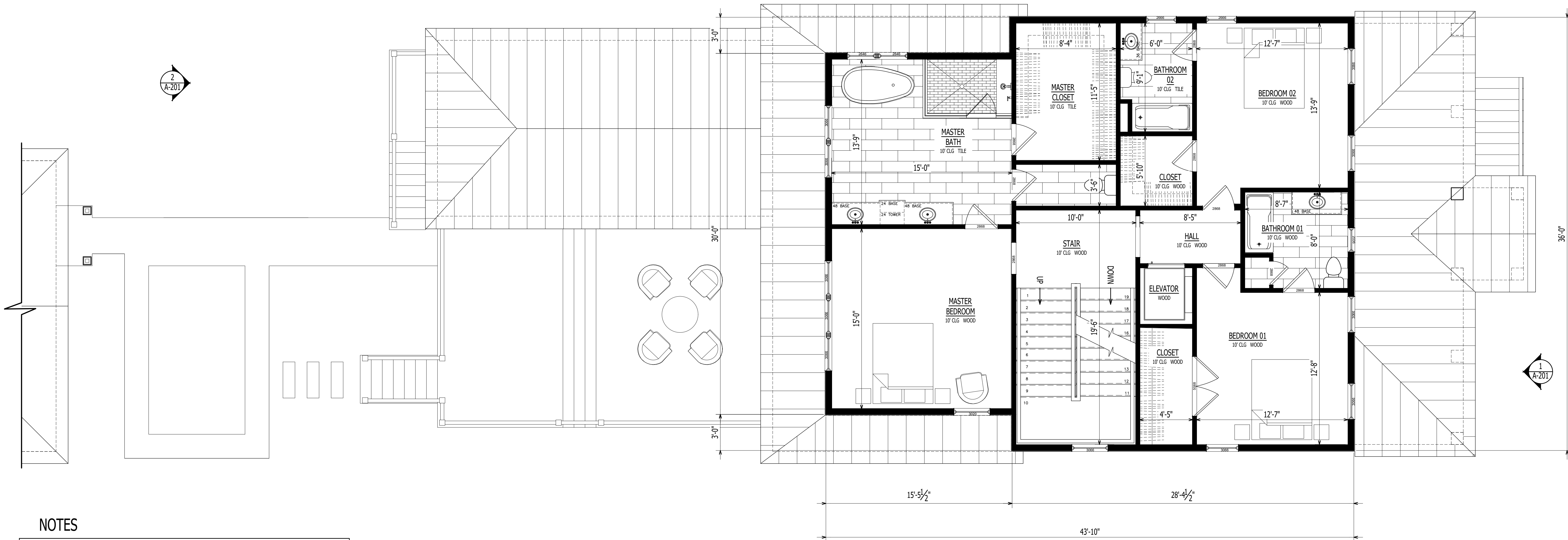
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A-101

FIRST FLOOR PLAN

09.14.2022
715 E. FRONT STREET



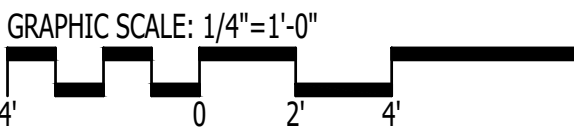
NOTES

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1
A-102

SECOND FLOOR PLAN

Scale: 1/4" = 1'-0"



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2 5 2 - 6 3 3 - 0 3 2 2
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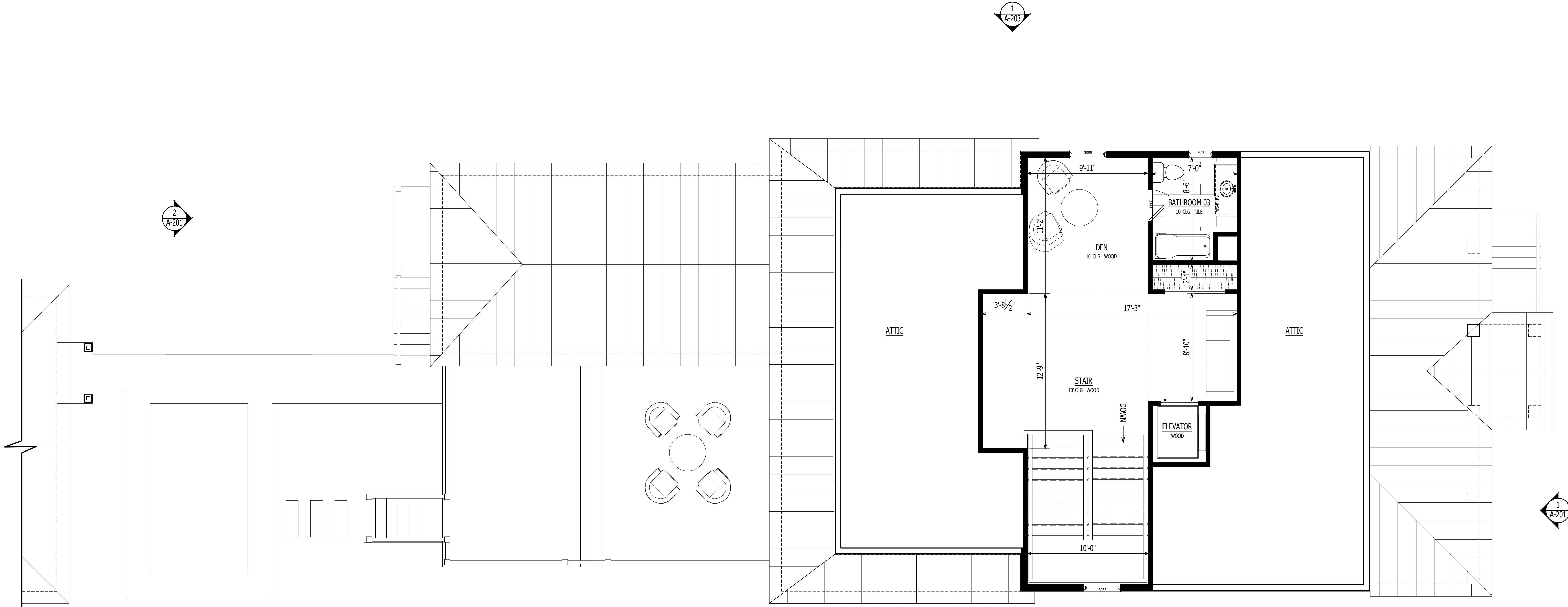
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A-102

SECOND FLOOR PLAN

09.14.2022
715 E. FRONT STREET

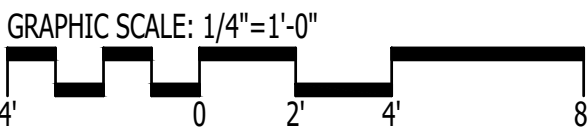


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13. PORCH DECKING TO BE TREX - TYP
14. WINDOWS AND EXTERIOR DOORS TO BE VINYL WITH 3D GRILLS INSIDE & OUT - TYP

1
A-103

THIRD FLOOR PLAN
Scale: 1/4" = 1'-0"



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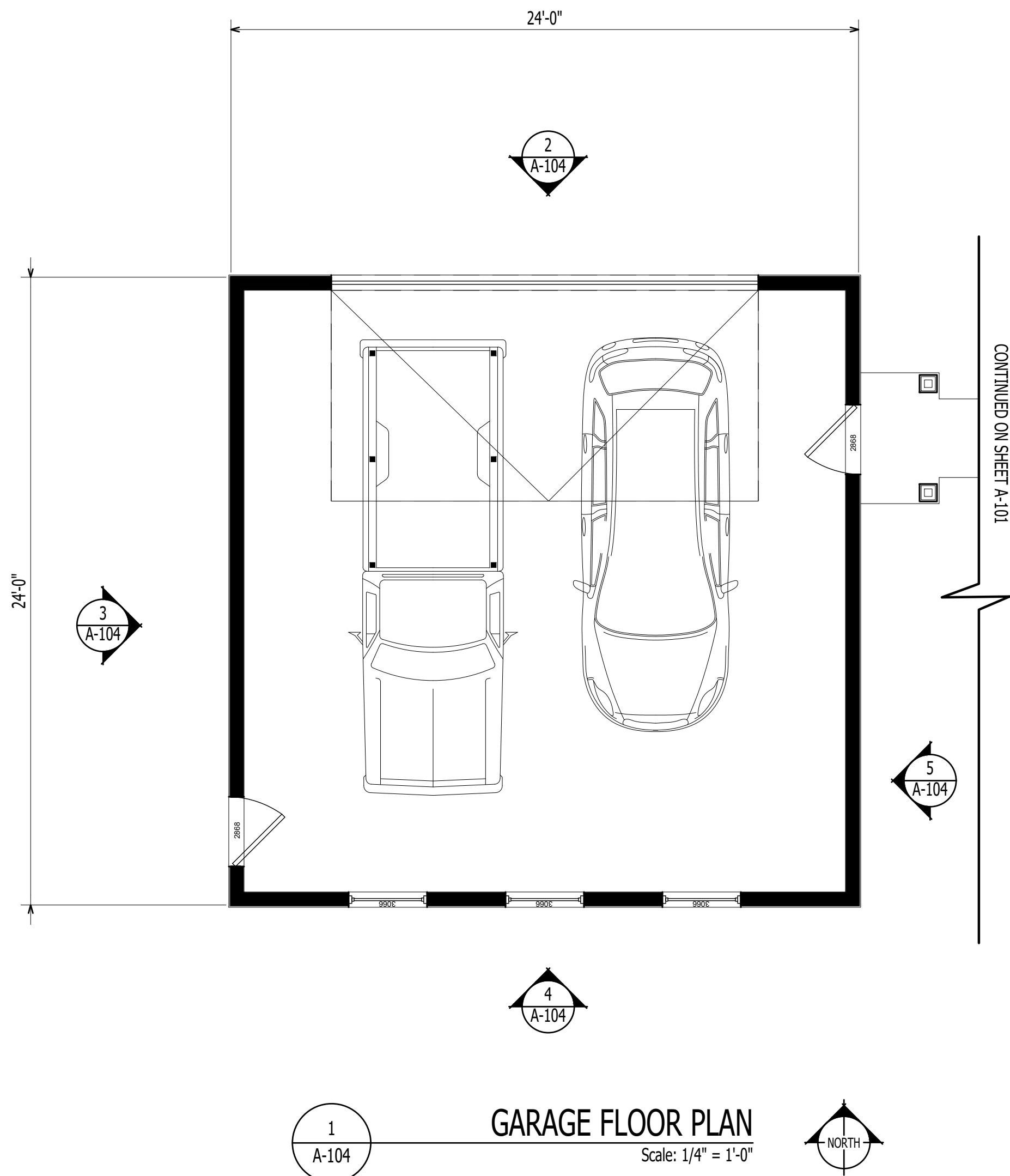
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A-103

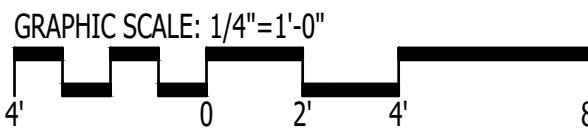
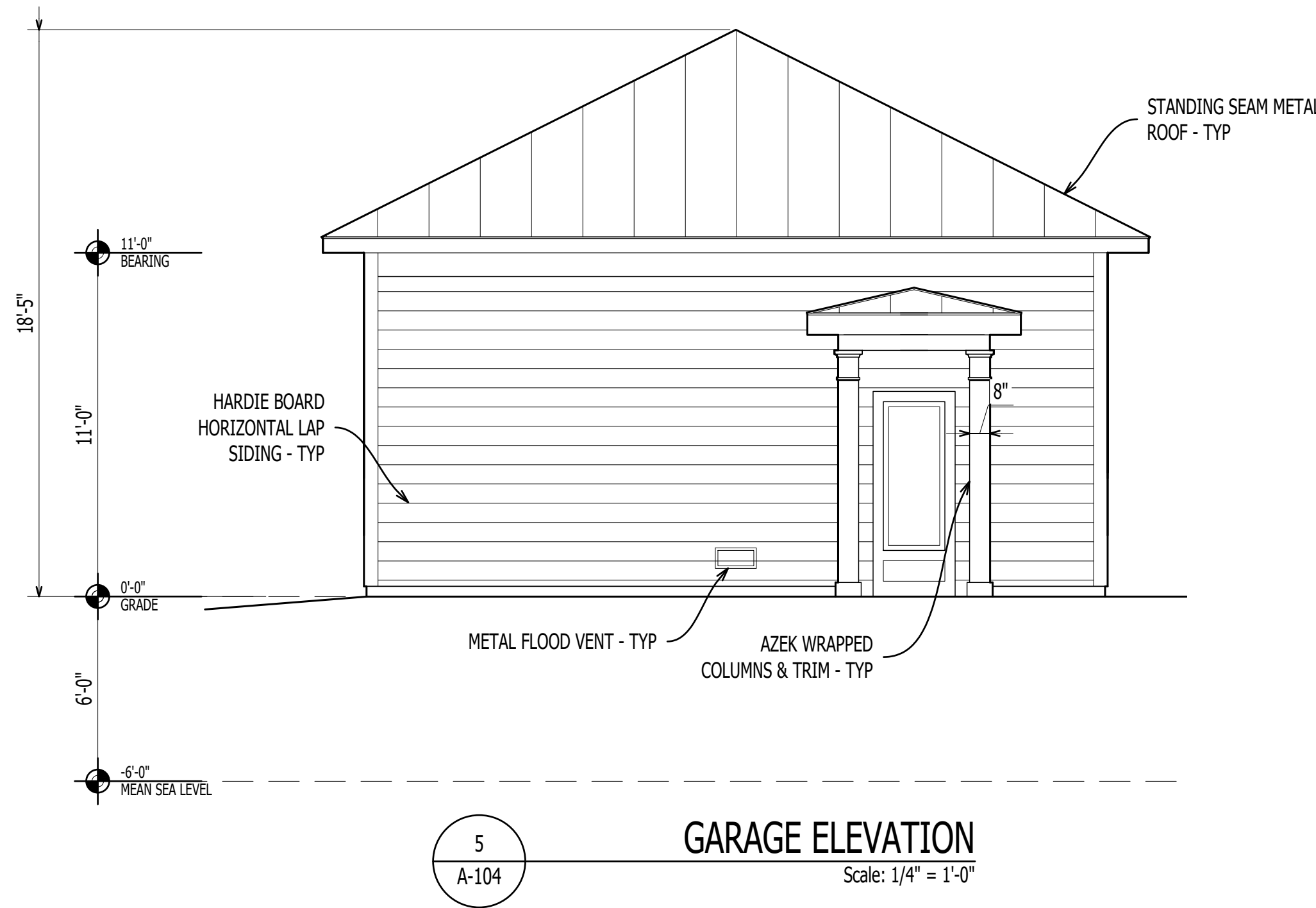
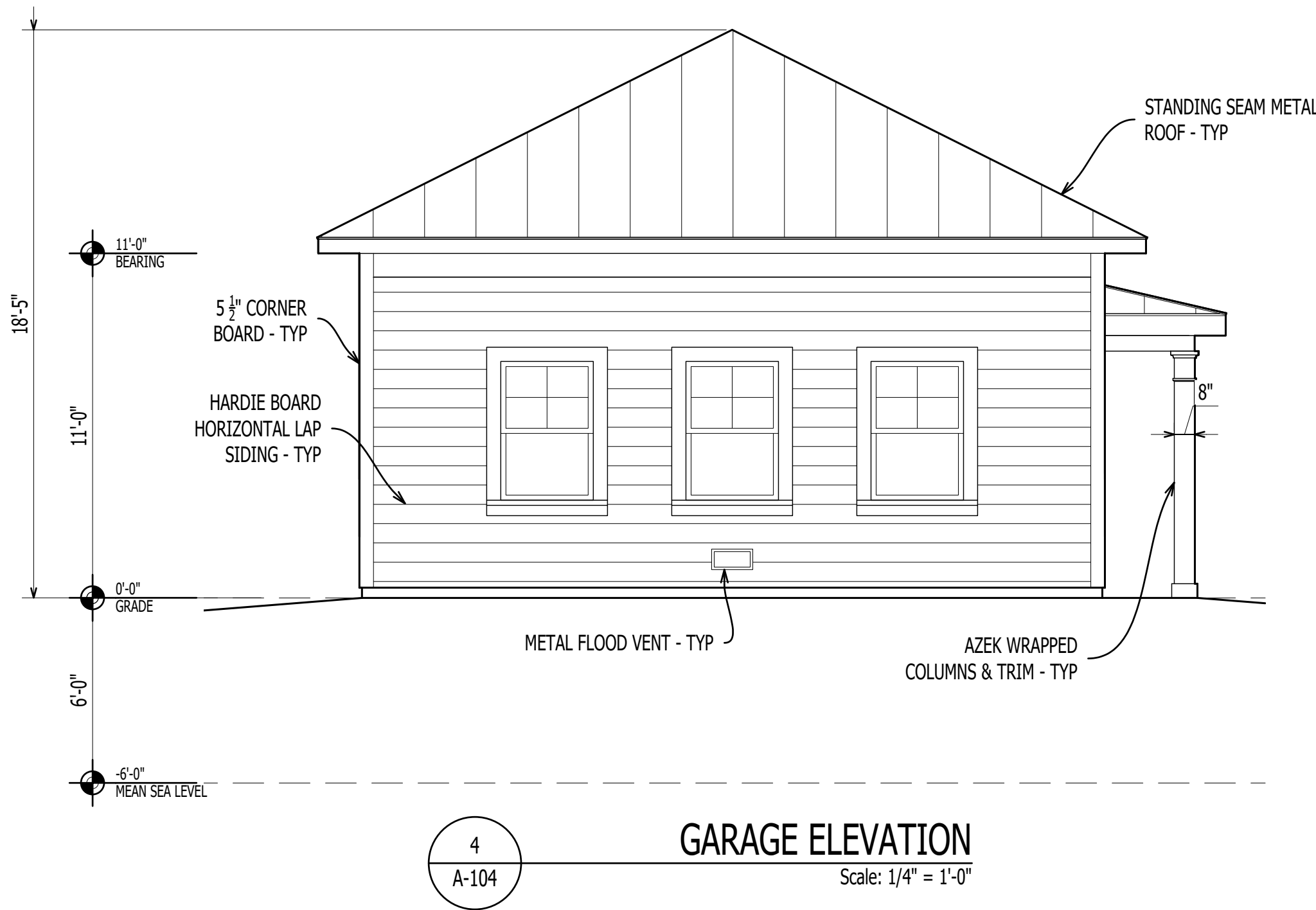
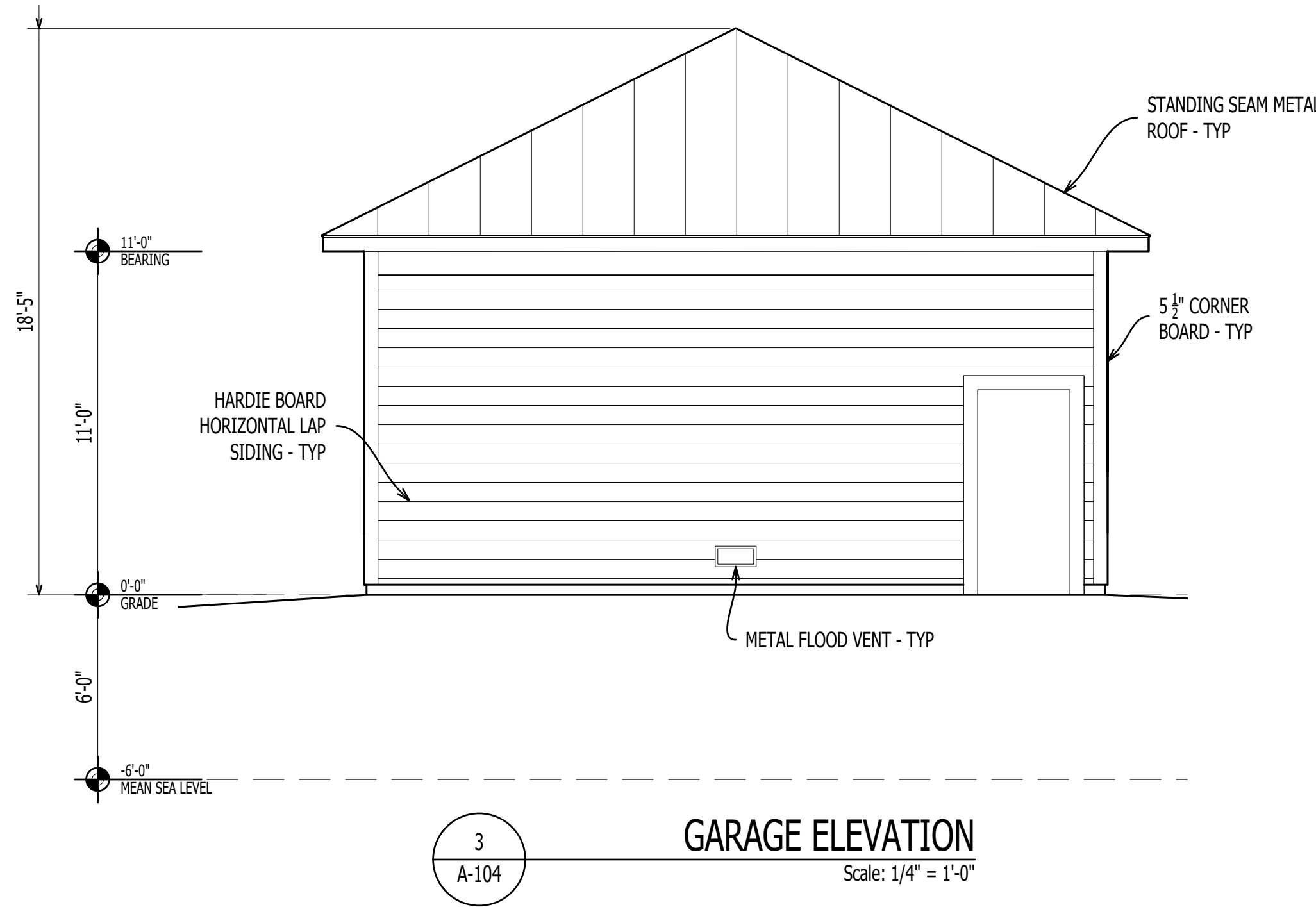
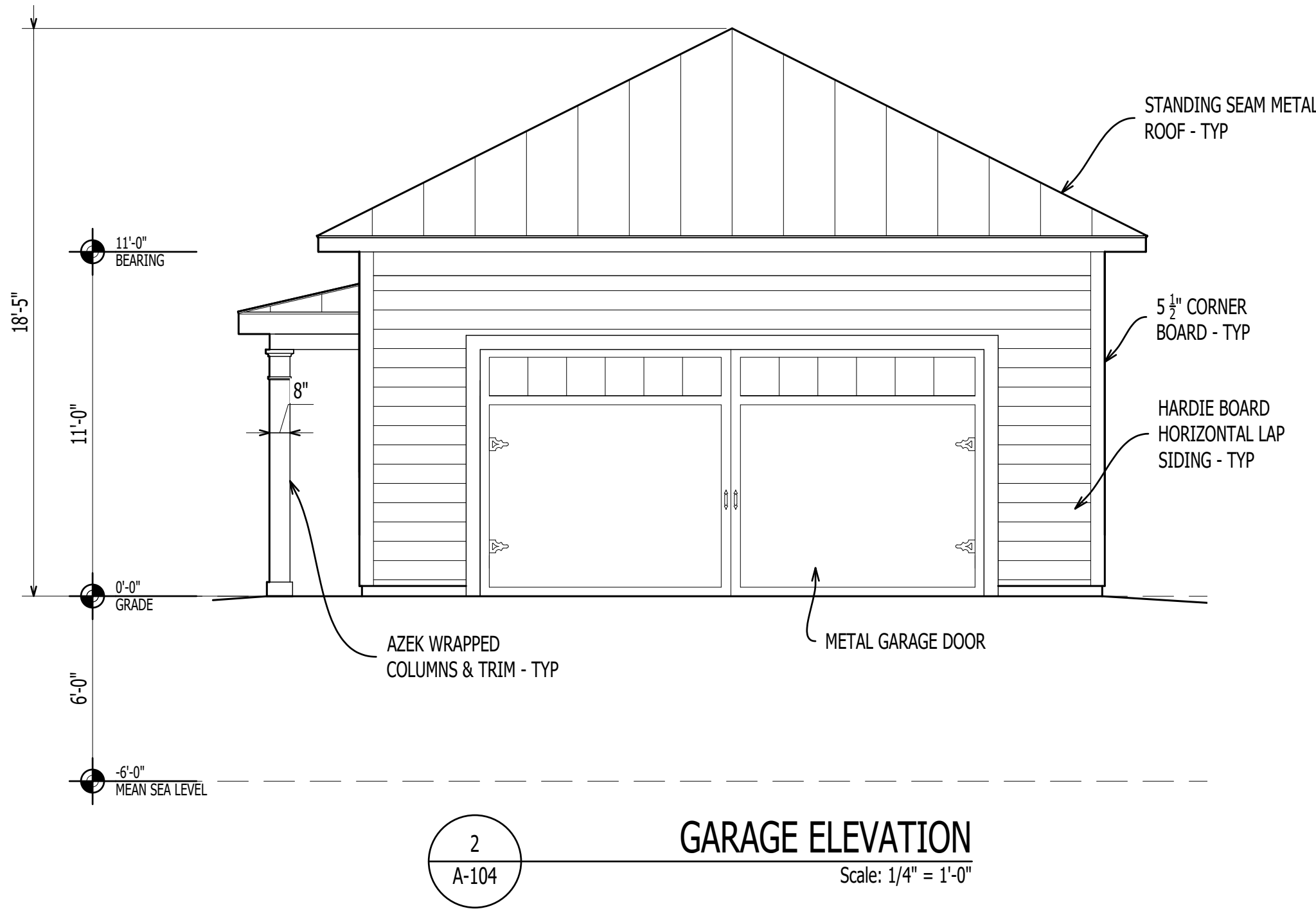
THIRD FLOOR PLAN

09.14.2022
715 E. FRONT STREET



NOTES

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2. ALL EXTERIOR WALLS - 2X6 WOOD STUD @ 16" O.C.
3. ALL INTERIOR WALLS - 2X4 WOOD STUD @ 16" O.C.
4. 1/2" PAINTED GYPSUM BOARD ON ALL WALLS AND CEILING
5. BATHROOMS TO RECEIVE 1/2" MOISTURE RESISTANT GYPSUM BOARD
6. SEAL ALL JOINTS AND OPENINGS WITH CONT. SILICONE CAULKING
7. PROVIDE COAT ROD AND SHELF IN ALL CLOSETS
8. INTERIOR DOORS TO BE PAINTED PONDEROSA PINE P82-1 3/4" RAISED PANEL
9. RESIDENTIAL ELEVATOR - CONFIRM W/ OWNER
10. SHOWER - MOSAIC TILE FLOOR, TILE WALLS, FRAME-LESS GLASS ENCLOSURE
11. EXTERIOR COLUMNS TO BE COMPOSITE 12" SQUARE - TYP
12. RAILING AND PICKETS TO BE AZEK - TYP
13. PORCH DECKING TO BE TREX - TYP
14. WINDOWS AND EXTERIOR DOORS TO BE VINYL WITH 3D GRILLS INSIDE & OUT - TYP



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AIKEN CUSTOM HOME

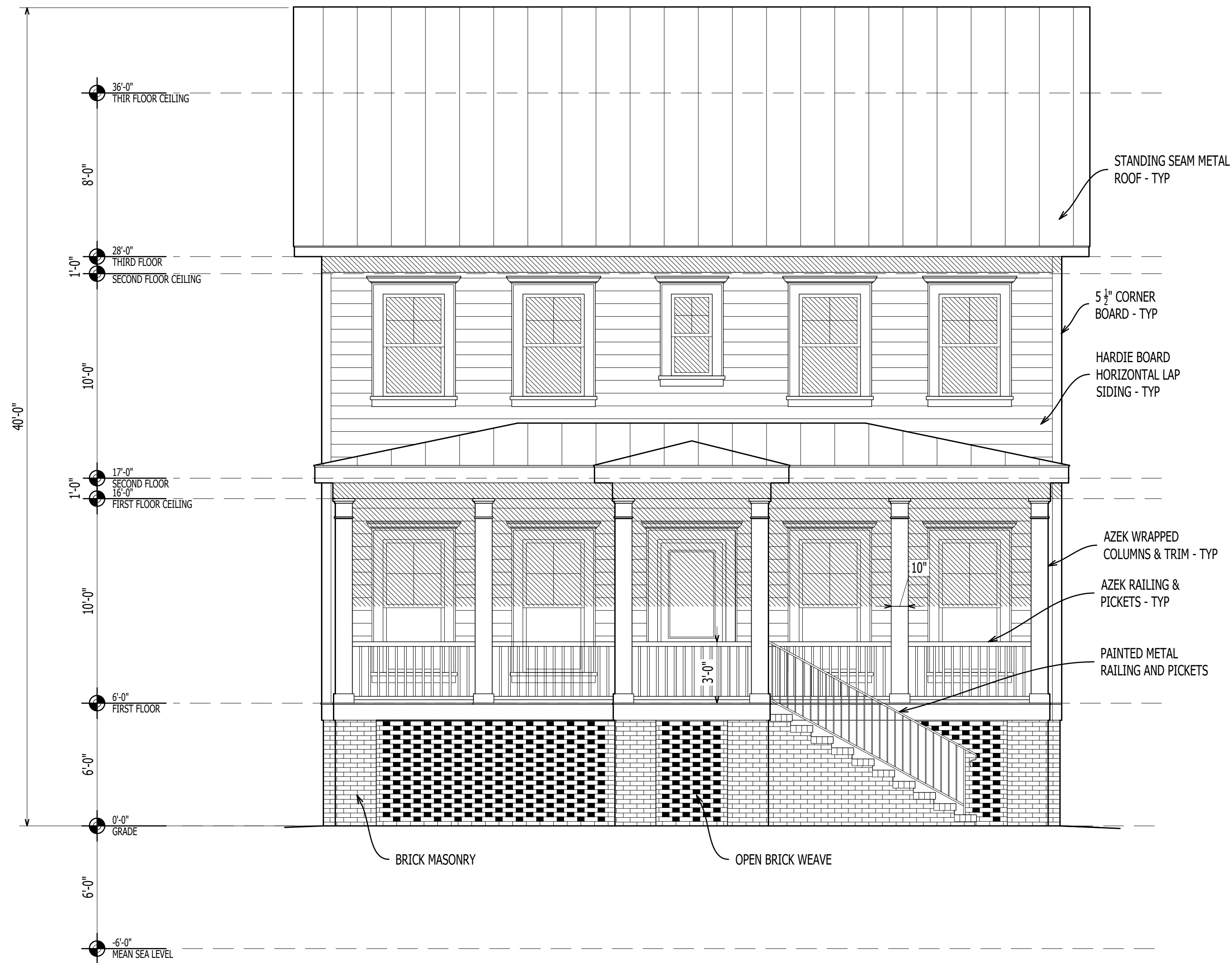
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A-104

GARAGE FLOOR PLAN
AND ELEVATIONS

09.14.2022
715 E. FRONT STREET



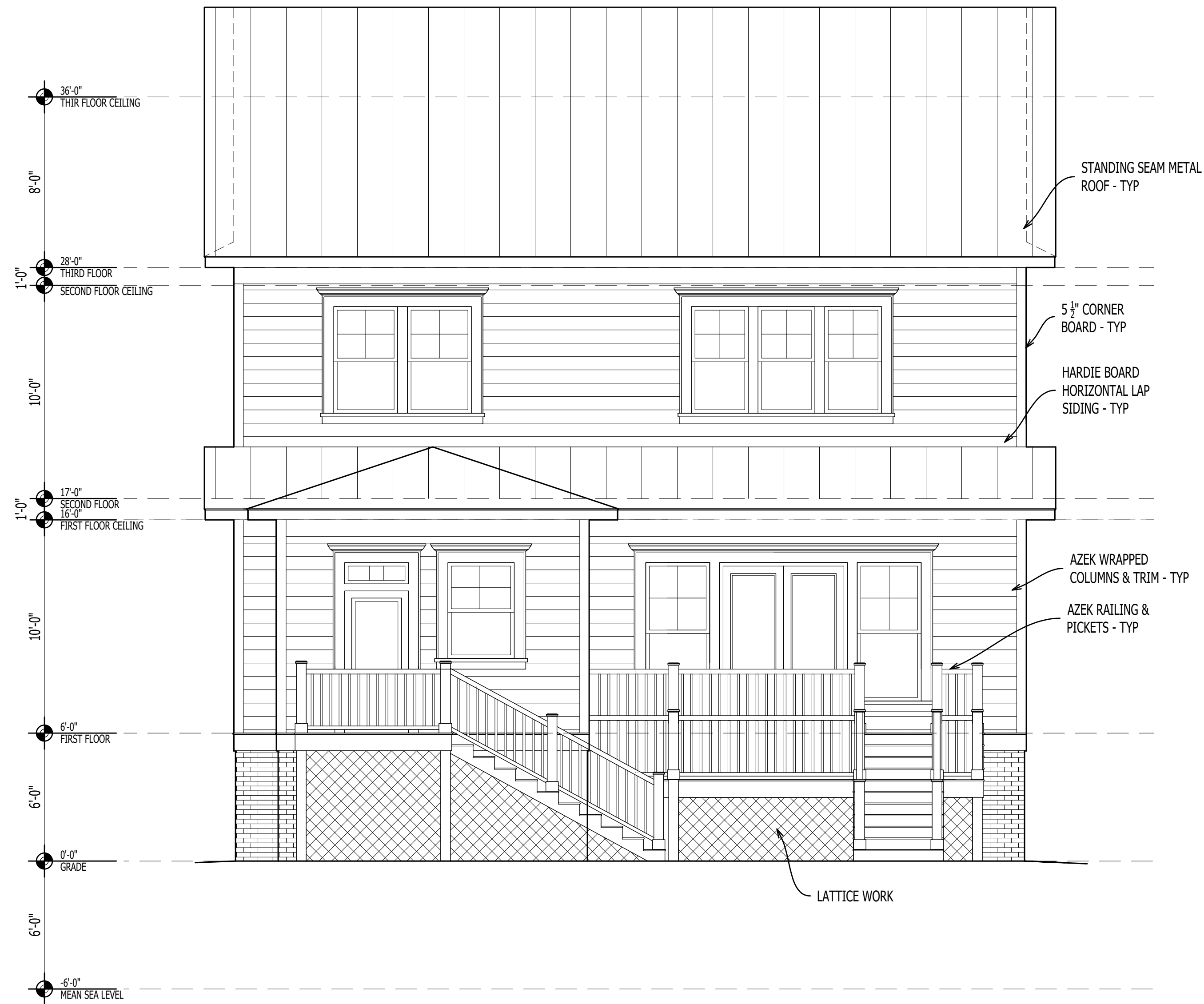
NOTES

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13. PORCH DECKING TO BE TREX - TYP
14. WINDOWS AND EXTERIOR DOORS TO BE VINYL WITH 3D GRILLS INSIDE & OUT - TYP

1
A-201

ELEVATION

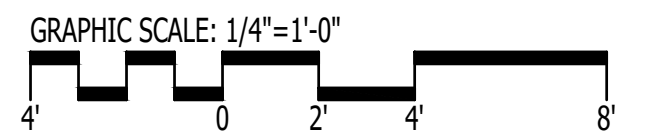
Scale: 1/4" = 1'-0"



2
A-201

ELEVATION

Scale: 1/4" = 1'-0"



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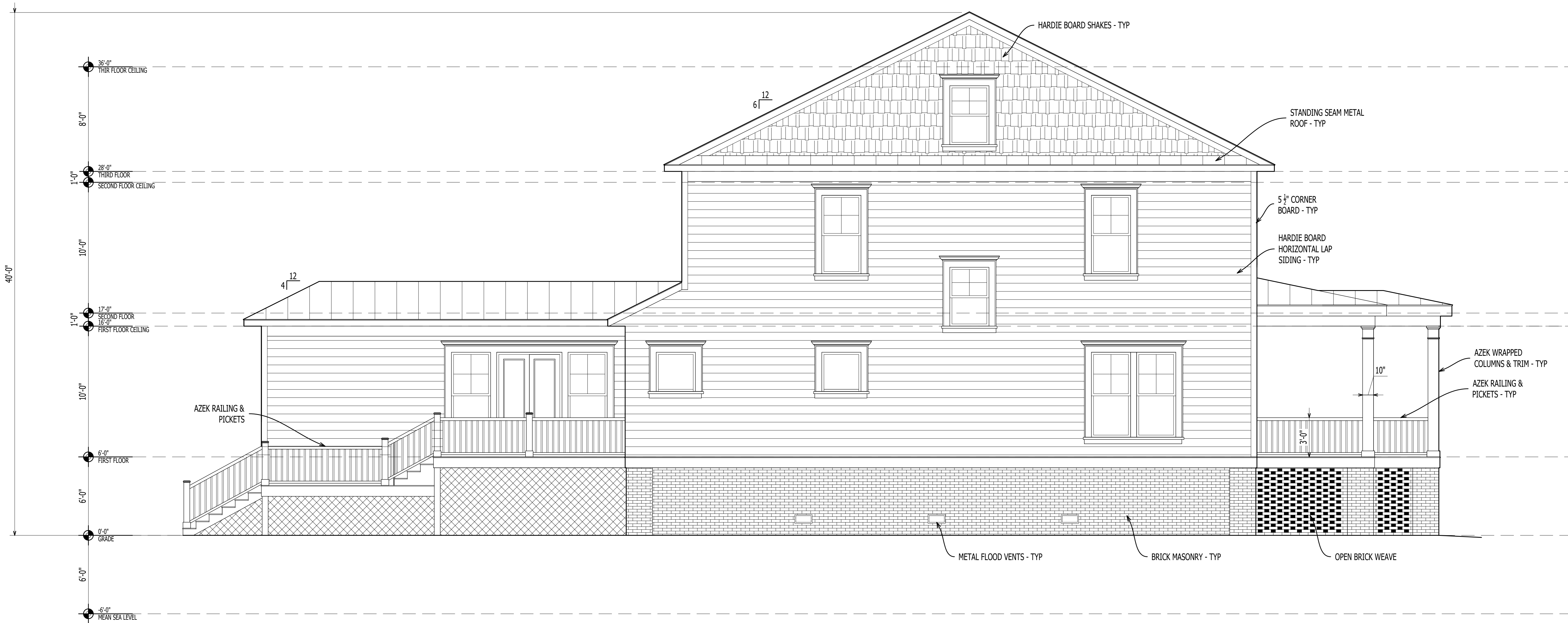
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A-201

ELEVATIONS

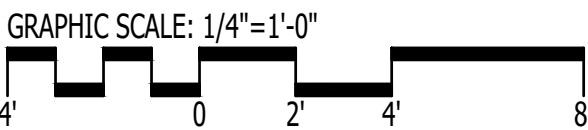
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1
A-202
ELEVATION
Scale: 1/4" = 1'-0"



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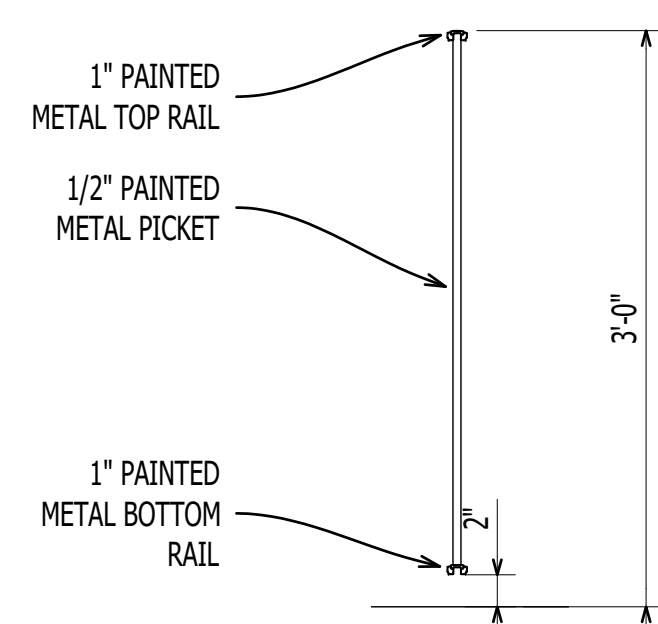
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A-202

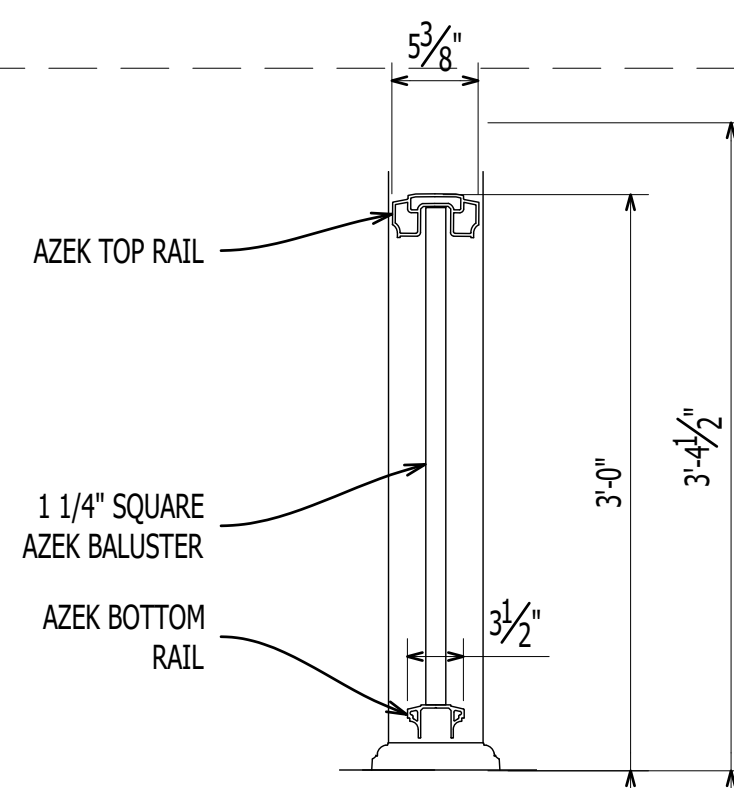
ELEVATIONS

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715 E. FRONT STREET



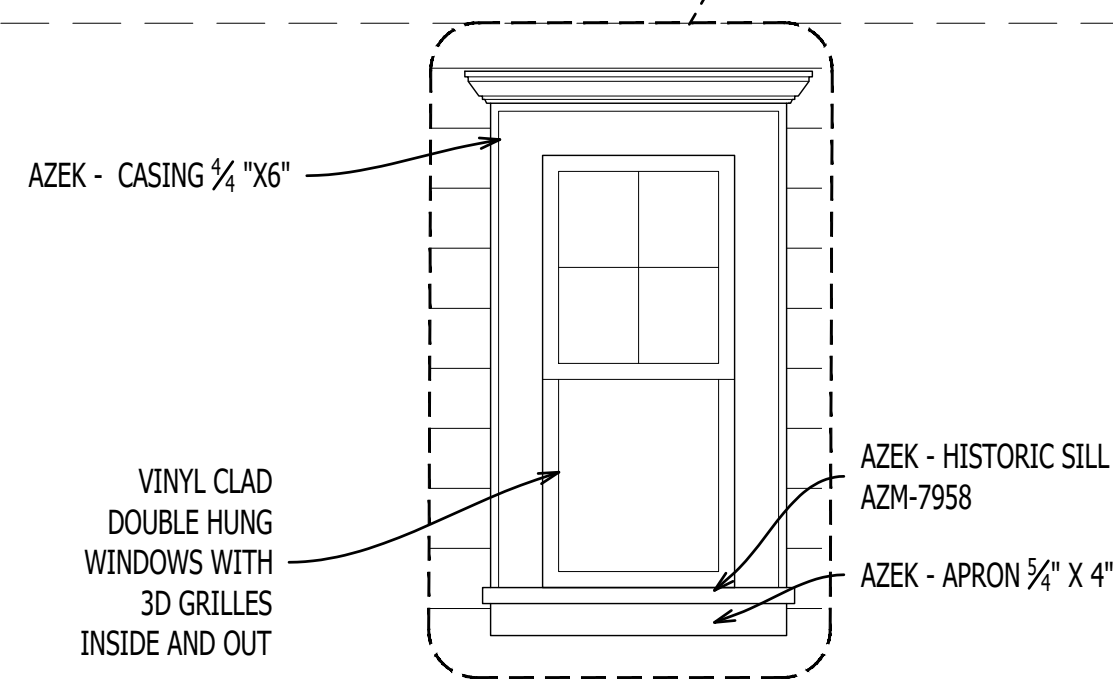
2
A-203

PAINTED METAL RAILING
Scale: 1" = 1'-0"



3
A-203

AZEK RAILING
Scale: 1" = 1'-0"

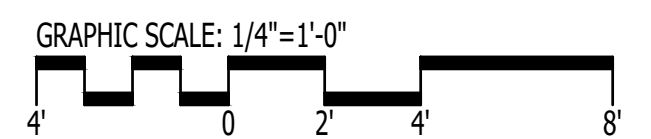
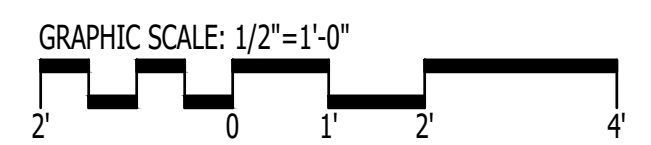
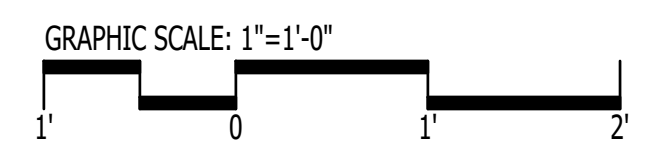


4
A-203

ENLARGED WINDOW
Scale: 1/2" = 1'-0"

1
A-203

ELEVATION
Scale: 1/4" = 1'-0"



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A-203

ELEVATIONS

09.14.2022
715 E. FRONT STREET



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: 715 E. Front St. – to include construction of a new infill house and rear detached garage.

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

Zoning District: R-6

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: 50 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 9/16/22

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

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

Comments: AE Flood Zone - RFPE = 11'

Chief Building Inspector 9/16/22

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – September 21, 2022

Applicant: George Aiken/GO Architectural Design, PLLC

Applicant Address: 1202A Pollock St., New Bern, NC 28560

Project Address: 715 E. Front St., New Bern, NC

Historic Property Name, Date: Bengel House, built c. 1950.

Status: Contributing: **X** approved to be demolished Non-contributing: Vacant:

NR Inventory Description (2003): Not relevant

Sandbeck Description (1988): None

715 E. Front St. – to include construction of a new infill house and rear detached garage.

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

Development Pattern

- 2.1.1 Maintain the established development pattern for placement of infill construction. The relationship of a structure to the property boundaries should be similar to those up the street, down the street and in most cases, across the street.
- 2.1.2 There are areas within the historic districts where the development pattern may have been weakened by vacant lots and nonconforming structures. In such areas, preference shall be given to contributing structures when defining the development pattern for infill construction.
- 2.1.3 The footprint, scale and proportion of infill construction shall be in keeping with neighboring properties. In general, it is not appropriate to construct a three-story structure in an area that is dominated by one-story structures.

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.
- 2.3.3 Install utilities underground when possible to minimize visual clutter. Use mechanical methods to bore beneath landscaping, sidewalks, drives and fences.
- 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.
- 2.4.7 Create focal points that highlight public art, statuary, fountains, and structures such as pergolas and gazebos. Place these elements in areas that do not obscure historic buildings or their architectural features.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – September 21, 2022

Parking

- 2.7.4 Contain loose paving materials within masonry, concrete, steel, or similar types of fixed edging. It is not appropriate to use contemporary drive and parking edging materials such as landscape timbers or plastic borders.

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.
- 3.1.3 Discretely use rooftop appurtenances such as spires, cupolas, and towers to articulate rooflines. Compliment the scale, form and proportion of the structure, and use rooftop appurtenances to identify a building entry or similar massing focal point.
- 3.1.4 Use details to articulate facades, and the openings within facades. Appropriately detail the base, body, and edges of facades to create texture and visual interest.
- 3.1.5 Avoid creating a false sense of historical development. It is not appropriate to apply historic architectural styles to infill construction. Creative interpretation of traditional detailing and ornamentation is encouraged.

Infill Construction

- 3.4.1 Maintain the relationship between building mass and open space that exists on the block or streetscape.
- 3.4.2 The predominant material of an infill building shall visually emulate the palette of materials traditionally found in the historic districts.
- 3.4.3 Use of modern materials is acceptable as a means of continuing the evolution of architecture through time. However, the use of aluminum and vinyl siding, faux brick and stone, stamped concrete and similar imitation materials is not appropriate.
- 3.4.4 Contemporary materials shall be appropriately proportioned, used in traditional ways and installed in a traditional manner.

Foundations

- 4.1.3 Use traditional materials when constructing foundations. Concrete block should receive a veneer of stucco, brick, or other appropriate masonry material.
- 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

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

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.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – September 21, 2022

- 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.

Entrances

- 4.4.4 Provide porches, entrance doors, railings, and other ornaments that proportionally relate to the building. Appropriate balustrades often convey a heavier visual appearance. Center balusters between the top and bottom rails and space them about three inches apart.

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.

Masonry

- 5.1.3 The size, color, texture and bond, or pattern, of masonry and mortar creates the intended finished appearance. It is not appropriate to paint masonry that has not been previously painted.
- 5.1.5 Provide a veneer of brick, stucco, or other appropriate material over concrete masonry units. Architectural concrete masonry units such as rusticated, split face or similar types may be substituted for stone masonry construction.
- 5.1.6 It is not appropriate to use water repellants or sealers on masonry because these treatments often trap moisture and accelerate spalling.

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 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.
- 5.4.6 It is not appropriate to apply paint, water repellent or sealant coatings to unpainted surfaces such as masonry, stone, copper, and bronze.

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.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – September 21, 2022

- 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 project is located in the *Tight Weave* development pattern;
2. The proposal is an infill project;
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 construction of a two-story infill house and rear detached garage, with the following condition:

- **This CoA is not valid and construction may not begin until the applicant provides to the HPA the drawings, details, and description of the utilities, driveway, fencing, exterior lighting, and landscaping for this project and the HPA has reviewed the information and approves, by issuing an amended CoA or as a separate CoA, the installation of said utilities, driveway, fencing, lighting, and landscaping.**

If the CoA for this proposal is approved, and the CoA is approved to be issued, the HPC should consider the following:

FOLLOW-UP MOTION

Staff recommends the Commission approve issuing the CoA for the demolition of the existing structure, however with the condition that demolition may not proceed until the following requirements are met:

1. **Building permits are approved for the redevelopment of the parcel.**
2. **Drawings of the structure are submitted to the HPA.**
3. **Documentation is submitted to the HPA regarding the applicant's notification to preservation organizations, and allowing for the salvage of design components, architectural features, and building materials for reuse.**

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

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.



September 15th, 2022

Matt Schelly, AICP, RA, CZO, CFM
Interim Development Services Director, Historic Preservation Administrator
City of New Bern, Development Services Department
303 First St.
New Bern, NC 28560

507 George St. COA Application

I. Introduction

The Walker Group Architecture has been asked to represent the owner/contractor for a renovation and addition to a home located at 507 George St. The original date of construction is unknown, but we assume it was constructed around the same time period as the adjacent Thomas Mclin House constructed in 1820 and remodeled after the great fire in 1922. The home appears to have been renovated and clad with aluminum siding over the existing wood siding. Also, the rear portion of the building and side porch may have not been original to the structure. The owner would like to demolish the rear portion roofs, side porch, and aluminum siding and extend the footprint of the second story to match the first level. The 2nd level addition would match the first level construction with wood framing, new wood siding and standing seam metal roofing. These materials would match the existing materials and the addition would be differentiated from the original structure with an expansion joint and trim board. The owner also wishes to add another rear/side porch with a second level balcony. The new porch would be wood framed with a similar style column construction to the front of the house. Other items are also proposed such as new windows, doors, column wrap, new paint, and wood fencing.

II. PROJECT INFORMATION

1. Provide a detailed description of work to be conducted on site:

PRIMARY AREA OF VISUAL CONCERN: (East Elevation)

- Demolition of wood windows
- Demolition of Fiberglass Front Door and Glass Storm door
- Demolition of metal pipe Rail
- Demolition of fiberglass shutters
- Installation of new wood windows to match existing
- Installation of new wood door
- Reconstruction of damaged brick planter wall
- Paint existing aluminum siding, wood fascia, trim, wood porch ceiling, porch foundation wall, and stairs
- Installation of (2) wood handrails
- Installation of wood wrap at existing round columns
- Installation of wood fence and gate (just past front façade on the south side)

SECONDARY AREA OF VISUAL CONCERN: (South Elevation)

- Demolition of wood windows and fiberglass door
- Demolition of wood porch and stairs
- Demolition of existing lower roofs
- Demolition of existing aluminum siding in rear of building
- Installation of new wood windows to match existing
- Extension of 2nd floor with new aluminum siding/windows/and roofing to match existing
- Paint Aluminum siding, wood fascia, brick foundation wall, and brick chimneys
- Installation of new wood framed porch/balcony with masonry/wood columns, masonry foundation, wood privacy lattice, and wood/metal handrails
- Installation of wood fence
- Install new wood siding where aluminum siding was removed

SECONDARY AREA OF VISUAL CONCERN: (North Elevation)

- Demolition of wood windows
- Demolition of existing lower roofs
- Demolition of existing aluminum siding in rear of building
- Installation of new wood windows to match existing
- Extension of 2nd floor with new aluminum siding/windows/and roofing to match existing
- Paint Aluminum siding, wood fascia, brick foundation wall
- Installation of wood fence
- Install new wood siding where aluminum siding was removed

TERTIARY AREA OF VISUAL CONCERN: (West Elevation)

- Demolition of wood windows
- Demolition of existing lower roofs
- Demolition of existing aluminum siding in rear of building
- Demolition of masonry stairs

- Installation of new wood windows to match existing
- Extension of 2nd floor with new aluminum siding/windows/and roofing to match existing
- Installation of new wood framed porch/balcony with masonry/wood columns, masonry foundation, wood privacy lattice, and wood/metal handrails
- Paint Aluminum siding, wood fascia, brick foundation wall
- Installation of wood fence
- Install new wood siding where aluminum siding was removed

2. Reference of Specific Guidelines in the “Historic District Guidelines” which apply to this project:

Guidelines for Design Principles

Fencing

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.

Fencing and gate in the primary AVC shall be 4ft with 1 inch spacing between verticals.

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. *Fencing in the secondary and tertiary AVC shall be 6ft and will transition at the line of the original structure.*

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. *Modification will be constructed with wood siding and wood handrails.*

Proposed new windows/ doors to be wood to match existing.

3.2.3 Replace historic design components only if they are damaged beyond repair. Replacement for convenience is not appropriate. Use materials and details that match the original. *Windows appear to be damaged beyond repair due to wood rot and lack of maintenance, and many have already been removed from the site. Doors have already been replaced previously with fiberglass doors. New windows would be wood and match appearance of existing windows. Proposed doors shall be wood.*

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. *New 2nd level addition is in the secondary and tertiary AVC. Footprint is minimized to match footprint of first level.*

3.3.2 Use roof forms and pitches that are similar to those found on the primary structure. Delineate the addition from the plane of the primary structure by creating slight offsets and corners. *Roof forms for the addition are similar to the existing structure. The roof shall be delineated with an expansion joint.*

3.3.3 Incorporate materials and details derived from the primary structure. Extend the architectural hierarchy of the primary structure to the addition. Architectural embellishments and detailing are often simplified on less visible Secondary and Tertiary AVC elevations. *Materials and details such as roofing, and porch/balcony column construction in the addition are to be similar to the existing structure.*

Trim & Ornamentation

4.2.3 It is not appropriate to cover wood siding, trim, and ornamentation with a contemporary material on a contributing structure. *Owner has requested to cover existing round columns with wood trim boards to square off the columns. There is a house with similar construction on the same side of the street a few houses south. Without original documentation or historic photos, we are unable to tell if the original columns were round or square.*

Entrances

4.4.4 Provide porches, entrance doors, railings, and other ornaments that proportionally relate to the building. Appropriate balustrades often convey a heavier visual appearance. Center balusters between the top and bottom rails and space them about three inches apart. *New porch/balcony in the secondary/tertiary AVC matches scale and proportions of building and does not hide historical elements of the structure.*

4.4.5 Enclose and screen porches in Secondary and Tertiary AVCs in a manner that preserves historic features. Walls and screens should not obscure columns and balustrades. *Screen on rear porch does not disturb the original historic structure.*

Decks & Patios

4.6.2 Locate decks in Secondary and Tertiary AVCs, and screen the underside with shrubbery, fencing, lattice, or masonry. *New Deck and patio is located in the secondary/tertiary AVC.*

Accessibility & Life Safety

4.7.1 Adhere to Guidelines for retention of historic fabric when altering accessibility and life safety components. *Existing pipe handrail in primary AVC does not appear to be original to structure and is proposed to be removed. New railings are proposed in the primary AVC for accessibility. The new railing will match new rail in rear of building with painted wood construction, similar to other houses on the street.*


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. *New paint shall match closely with existing colors.*

Contemporary Materials

5.5.4 Aluminum siding, vinyl siding, masonite siding, artificial brick sheathing, thin set stone veneer, stamped concrete and similar types of contemporary materials that imitate historic materials are not appropriate in the historic districts. *Existing house was already previously clad in aluminum siding. Siding will be replaced in the lower rear portion of the building with wood siding and the new addition will also receive wood siding.*

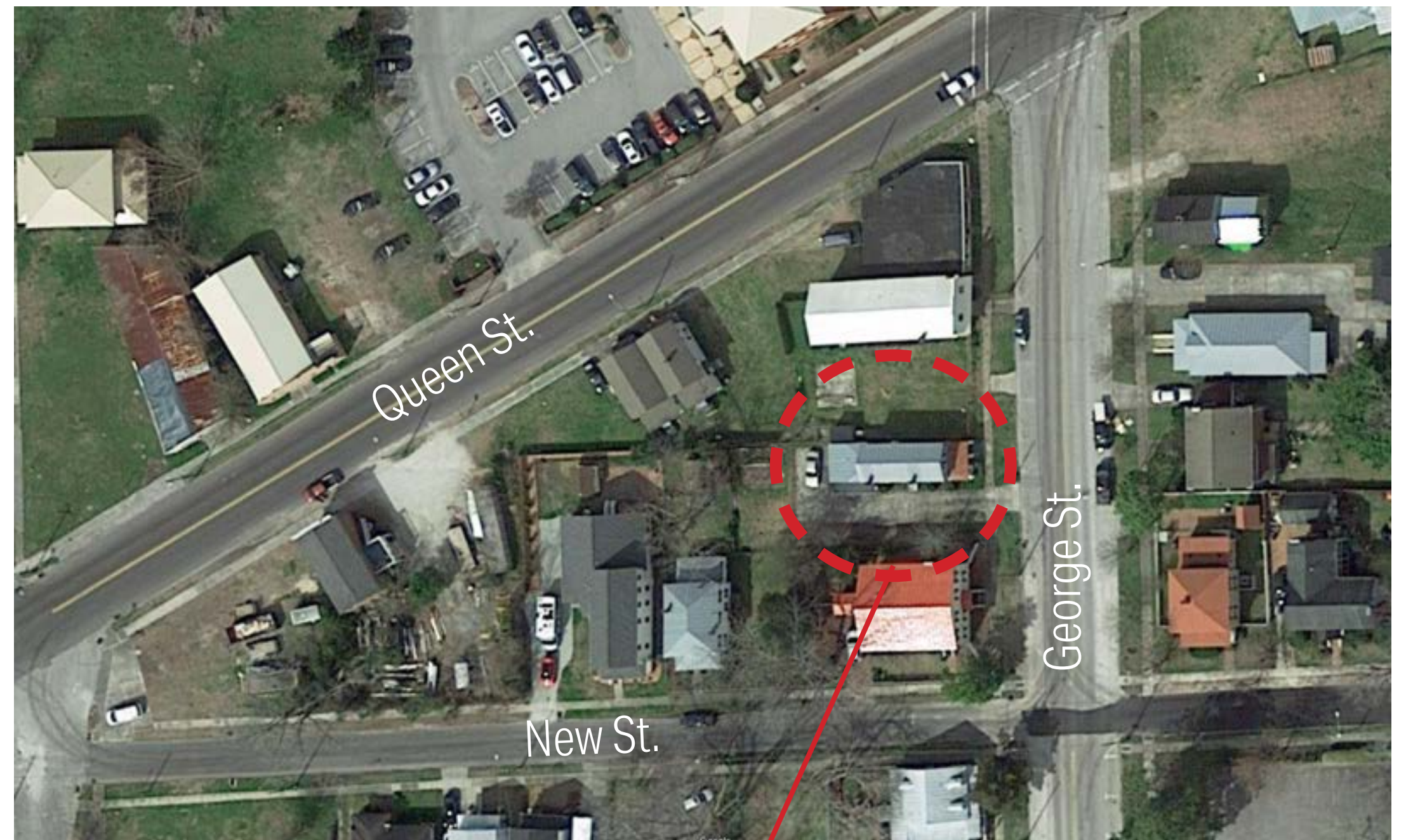
Best Regards,



Chris Walker, RA
252-636-8778
chris@wgarc.com

507 George St.

Application for Certificate of Appropriateness



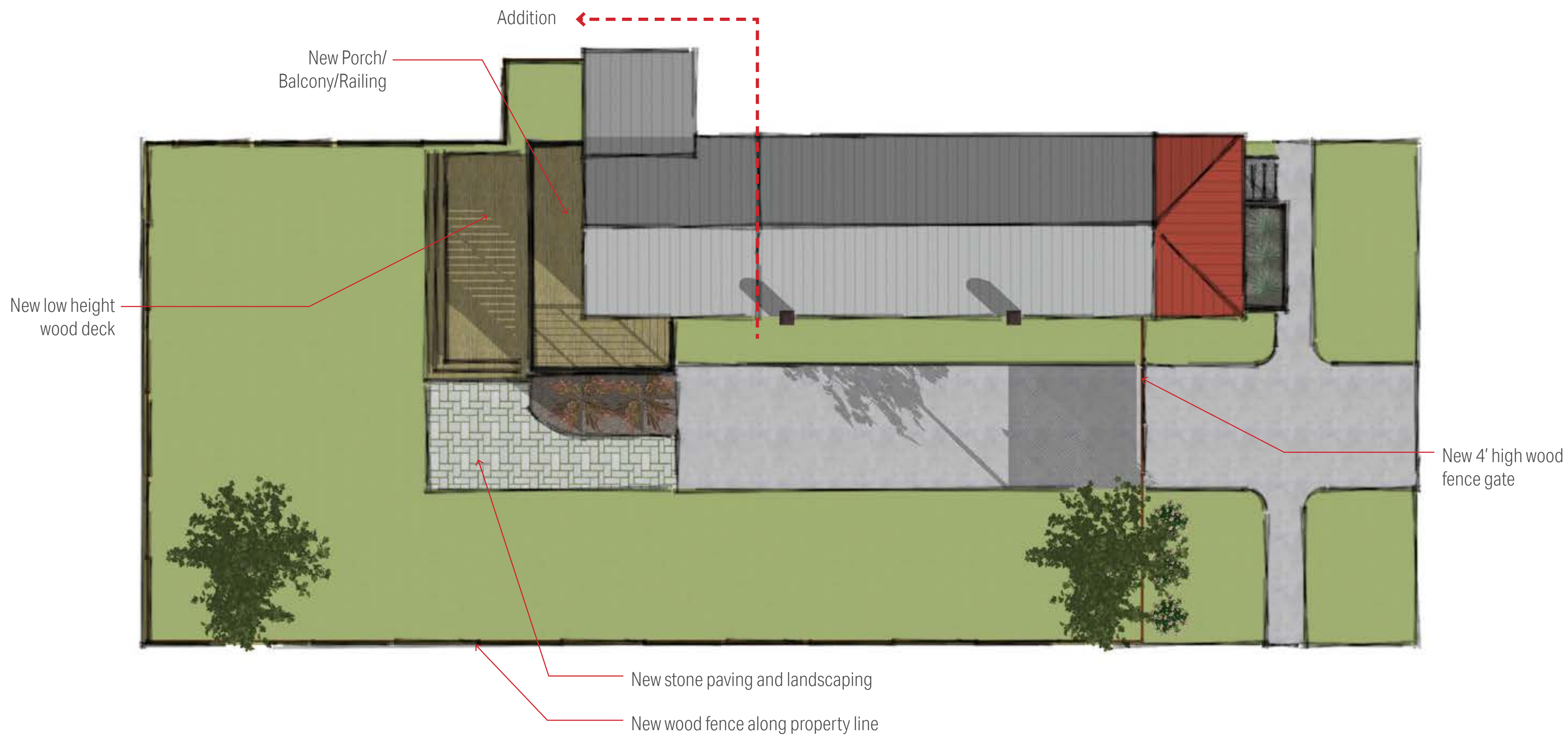
Project Site



Existing Conditions Photos

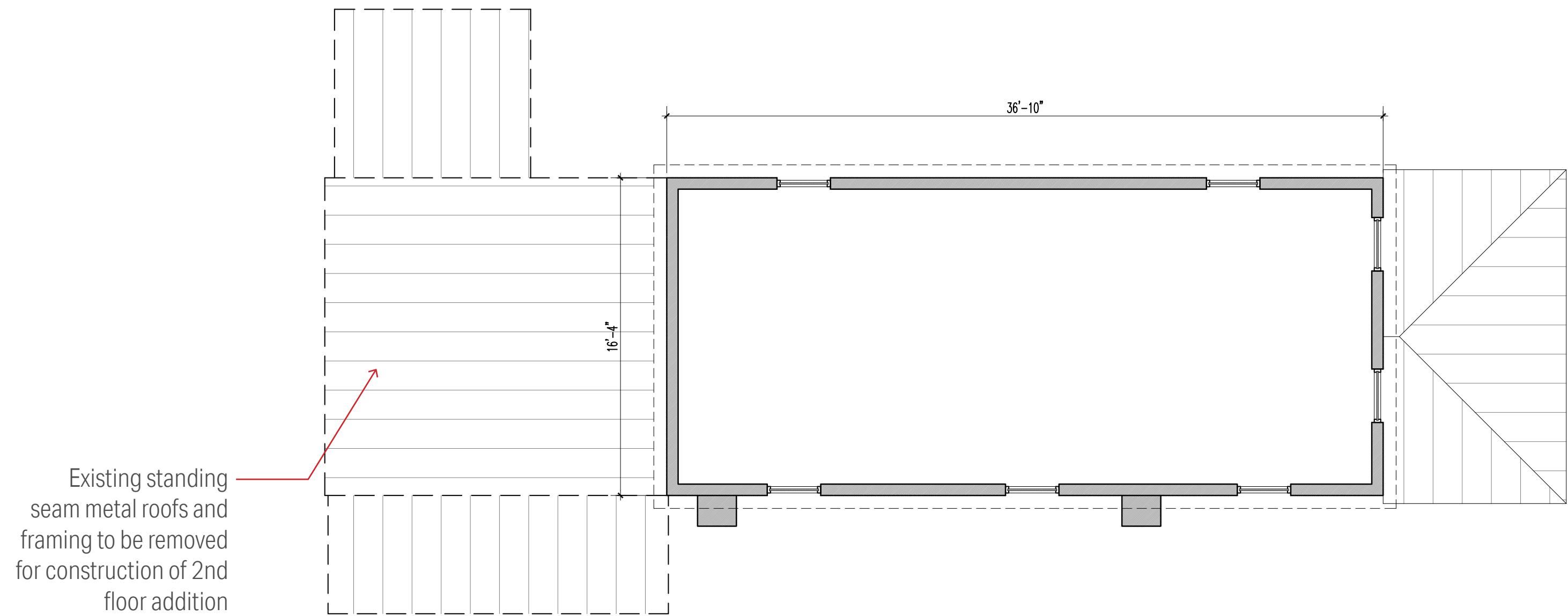


Context Photos

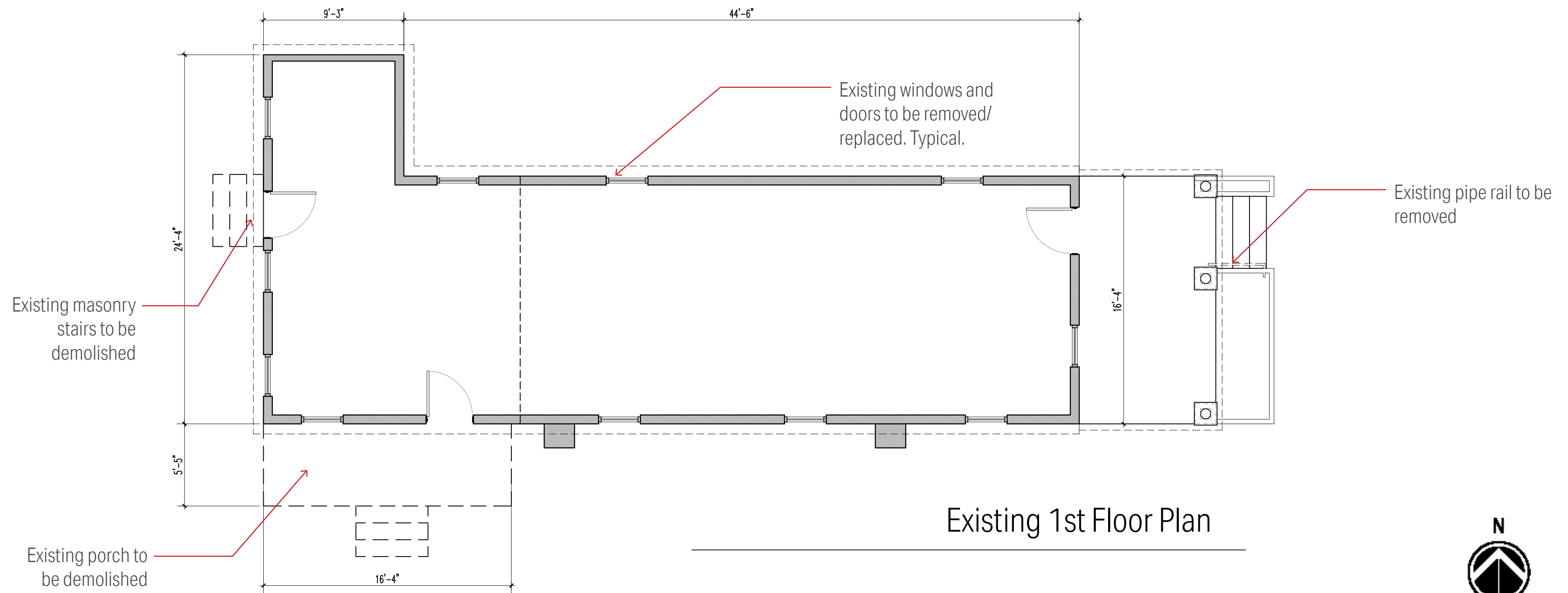


Proposed Site Plan





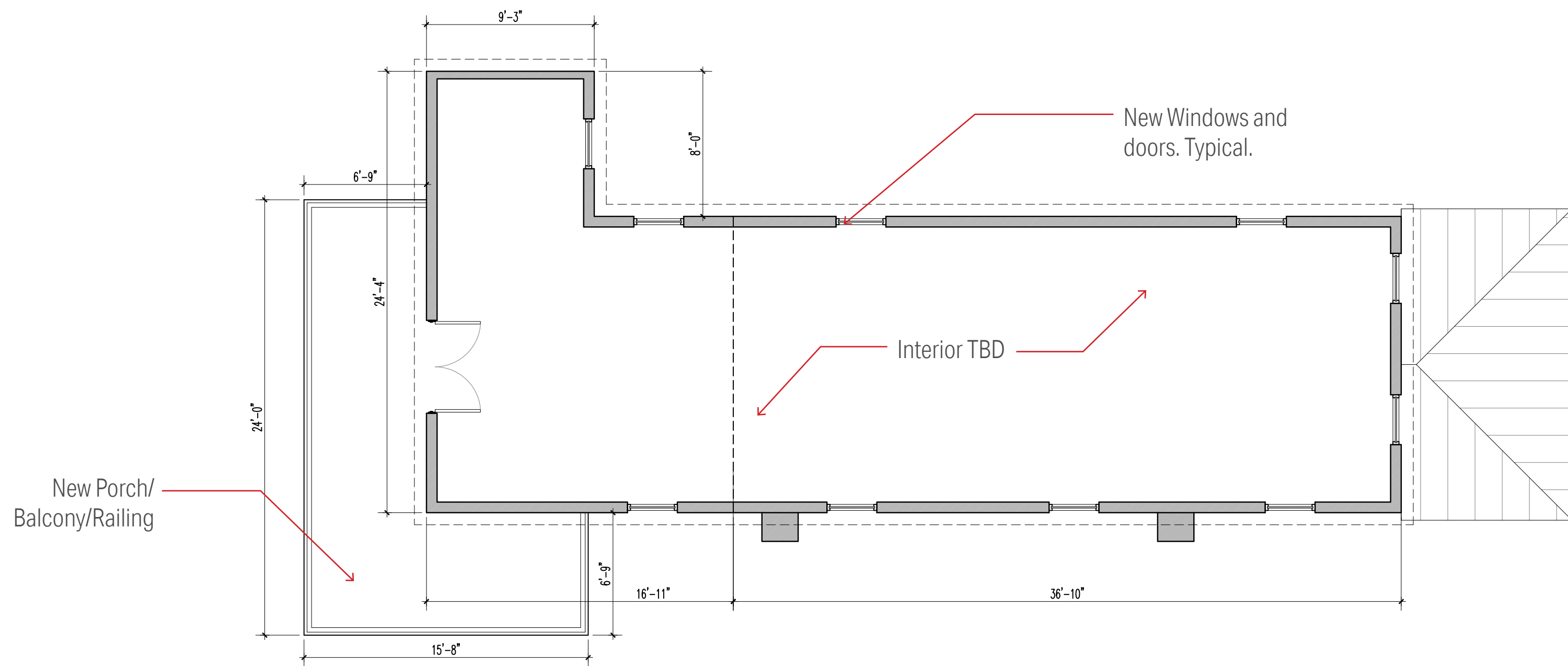
Existing 2nd Floor Plan



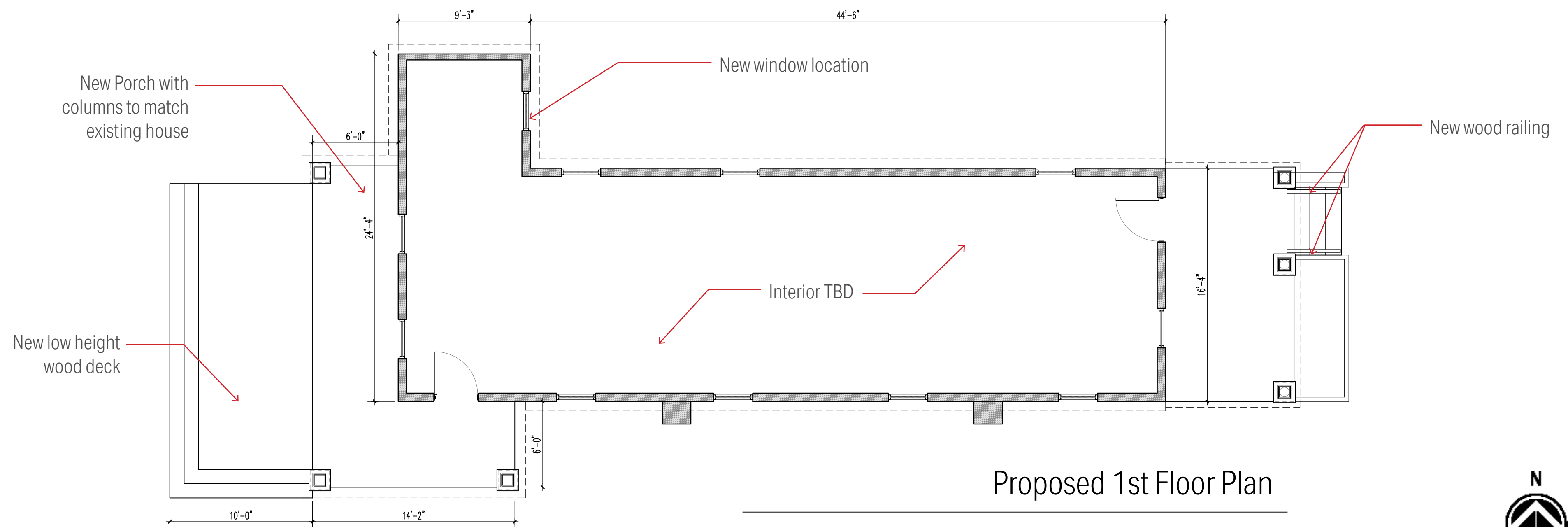
Existing 1st Floor Plan

1/4" = 1'-0" 0 2' 4' 8'





Proposed 2nd Floor Plan



Proposed 1st Floor Plan

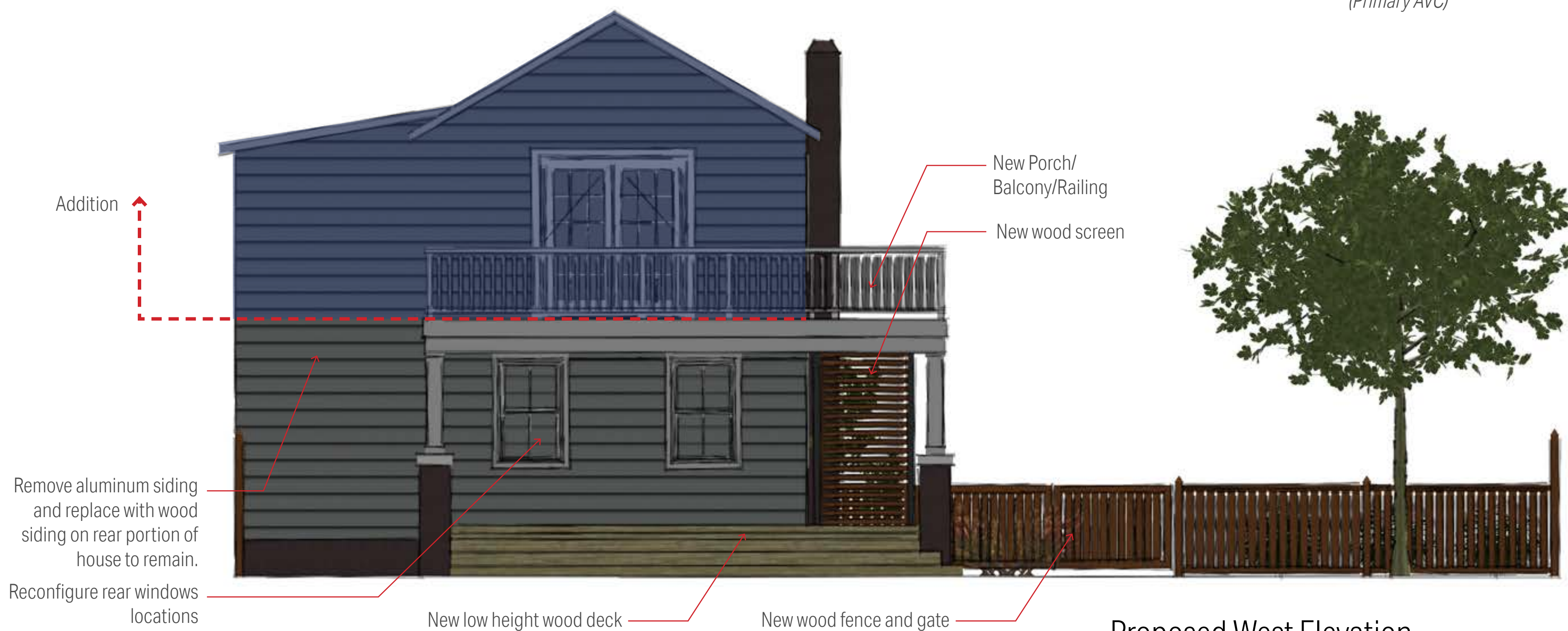
1/4" = 1'-0" 0 2' 4' 8'





Proposed East Elevation

(Primary AVC)



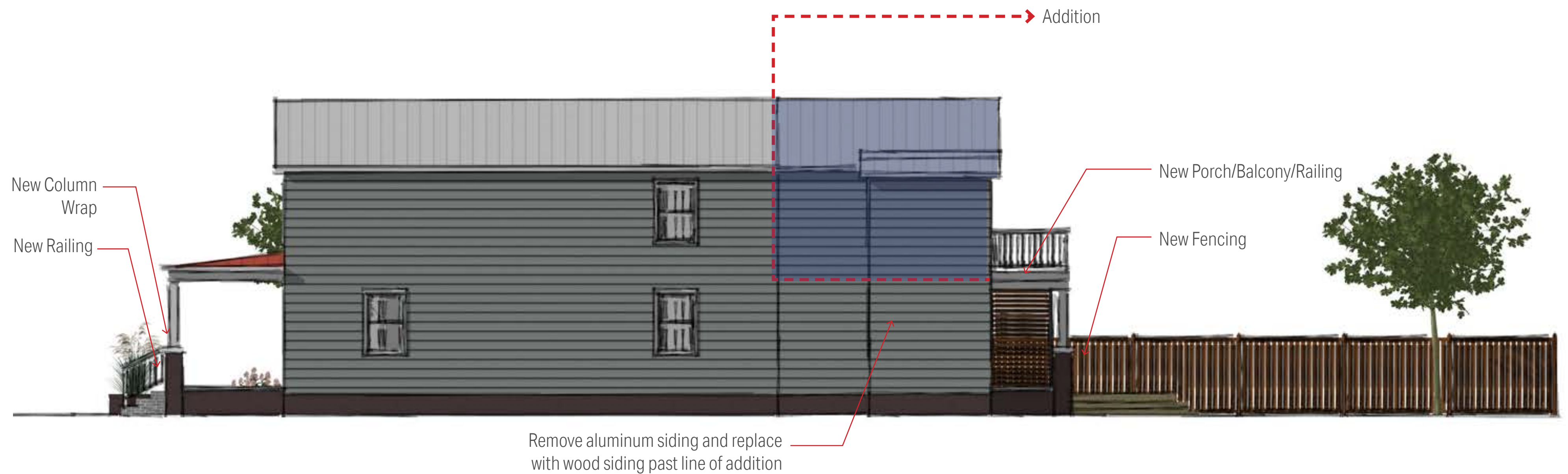
Proposed West Elevation

(Tertiary AVC)



Proposed South Elevation

(Secondary AVC)



Remove aluminum siding and replace with wood siding past line of addition

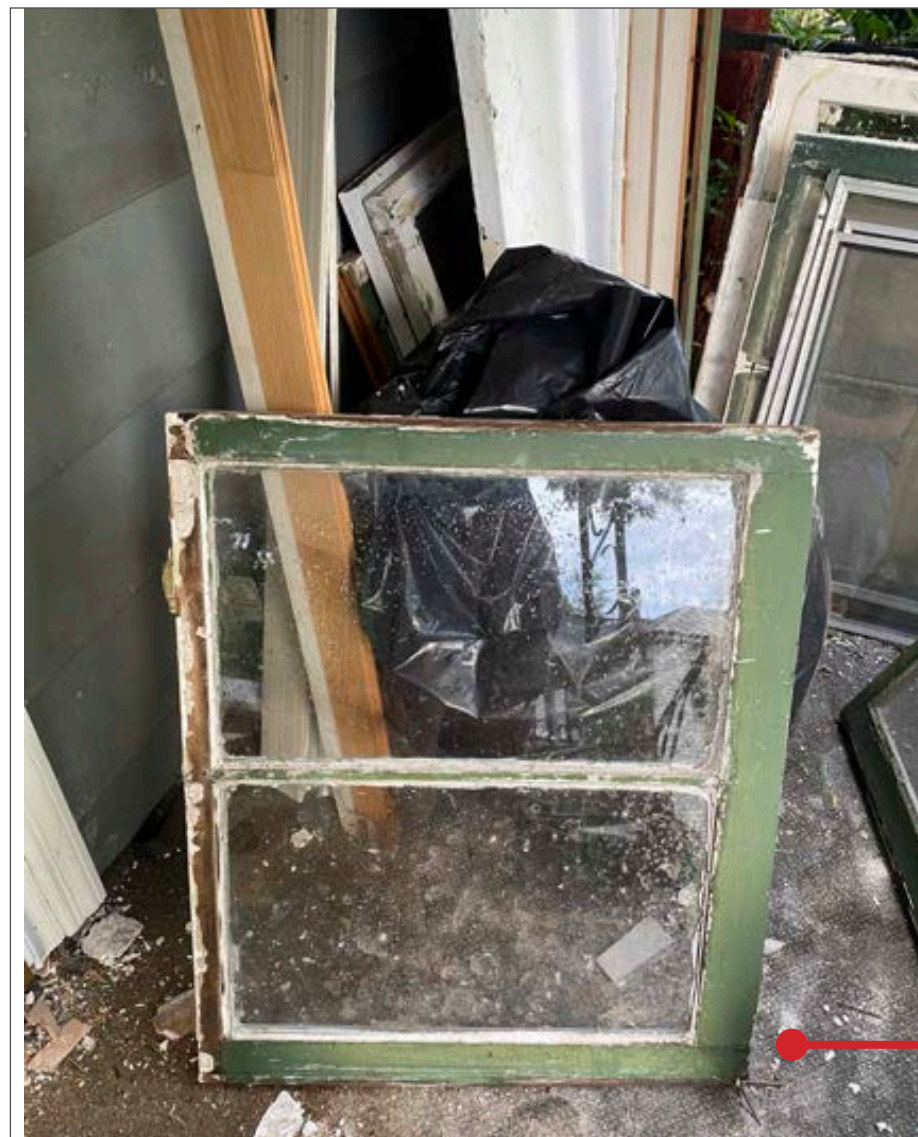
Proposed North Elevation

(Secondary AVC)



Existing house has aluminum siding over original wood siding. Owner proposes to keep existing aluminum siding in front of house and paint, in rear portion of the house the siding will be replaced with painted wood siding and the addition will also receive painted wood siding.

Aluminum Siding



Wood Windows

Existing windows were unknowingly removed after permit was granted due to extensive wood rot and termite damage. Additionally, windows were damaged during removal and not all components were retained.

Owner would like to replace all windows with new wood windows to match existing 2 over 2 single hung style.



Proposed balcony & stair railing with wood painted handrail cap, wood posts, and wood intermediate vertical members. Similar to railing on houses nearby.

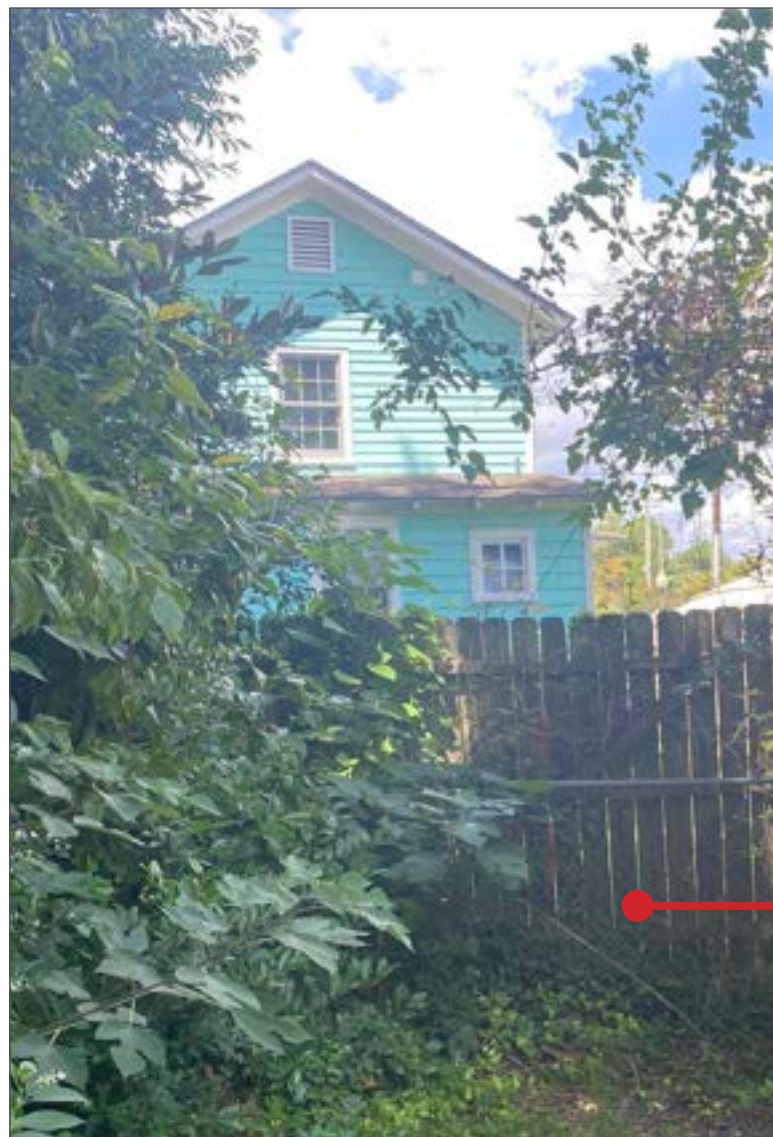
Balcony and Stair Railing



Existing fiberglass door proposed to be replaced with wood front door



Wood Front Door



Existing fencing in rear of site to be replaced and rear of site to be surrounded by new wood fencing. Fence shall be lower in Primary AVC, with 1" spacing between pickets.



Wood Fence



Wood Column Wrap



Propose adding column wrap to square off columns in primary AVC similar to property in close proximity of 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: 507 George St. – to include removing the existing side porch, adding a new second floor rear addition and balcony, a new rear deck, front column wraps, front handrails, front door replacement, wood replacement windows, and new fencing & gate, in all AVCs.

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

Zoning District: C-4

Required Setbacks (primary structure): Front average Side 20 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: 50 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

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

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

Comments:

Existing Building Permit will need to be amended to reflect New Scope of Work.

Chief Building Inspector

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – September 21, 2022

Applicant: Monique Taylor/Walker Group Architecture

Applicant Address: 409 Broad St., New Bern, NC 28560

Project Address: 507 George St., New Bern, NC

Historic Property Name, Date: Smith House, 1900 [incorrect - built after 1924, before 1929]

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

NR Inventory Description (2003): Two stories; two bays wide, three bays deep; two-over-two sash; front porch with round posts on concrete block piers; aluminum siding; metal-clad gable-front roof, two exterior chimneys on south side of house.

Sandbeck Description (1988): None

507 George St. – to include removing the existing side porch, adding a new second floor rear addition and balcony, a new rear deck, front column wraps, front handrails, front door replacement, wood replacement windows, and new fencing & gate, in all AVCs.

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

Fencing

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.

Design Principles

- 3.1.1 ... 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.
- 3.1.4 Use details to articulate facades, and the openings within facades. Appropriately detail the base, body, and edges of facades to create texture and visual interest.
- 3.1.5 Avoid creating a false sense of historical development. Creative interpretation of traditional detailing and ornamentation is encouraged.

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.
- 3.2.2 Modifications to a structure should not conceal, damage, or remove significant design components or architectural features.

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.
- 3.3.2 Use roof forms and pitches that are similar to those found on the primary structure. Delineate the addition from the plane of the primary structure by creating slight offsets and corners.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – September 21, 2022

- 3.3.3 Incorporate materials and details derived from the primary structure. Extend the architectural hierarchy of the primary structure to the addition. Architectural embellishments and detailing are often simplified on less visible Secondary and Tertiary AVC elevations.

Walls, Trim and Ornamentation

- 4.2.3 It is not appropriate to cover wood siding, trim, and ornamentation with a contemporary material on a contributing structure.
- 4.2.4 Incorporate wood trims and articulate masonry appropriately for the application.

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.

Entrances

- 4.4.4 Provide porches, entrance doors, railings, and other ornaments that proportionally relate to the building. Appropriate balustrades often convey a heavier visual appearance. Center balusters between the top and bottom rails and space them about three inches apart.
- 4.4.5 Enclose and screen porches in Secondary and Tertiary AVCs in a manner that preserves historic features. Walls and screens should not obscure columns and balustrades.

Decks & Patios

- 4.6.2 Locate decks in Secondary and Tertiary AVCs, and screen the underside with shrubbery, fencing, lattice, or masonry. New Deck and patio is located in the secondary/tertiary AVC.

Wood

- 5.2.1 Adhere to Preservation Guidelines for retention of historic fabric when altering wood materials.
- 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.

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.

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.

Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – September 21, 2022

- 5.4.4 Consider using opaque stain in lieu of paint on flooring, fencing, and similar wood surfaces exposed to foot traffic or weather.
- 5.4.6 It is not appropriate to apply paint, water repellent or sealant coatings to unpainted surfaces such as masonry, stone, copper, and bronze.

Contemporary Materials

- 5.5.4 Aluminum siding, vinyl siding, masonite siding, artificial brick sheathing, thin set stone veneer, stamped concrete and similar types of contemporary materials that imitate historic materials are not appropriate in the historic districts.

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 an addition and modifications to an existing contributing structure;
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 removing the existing side porch, adding a new second floor rear addition and balcony, a new rear deck, front column wraps, front handrails, front door replacement, wood replacement windows, and new fencing & gate, in all AVCs, with the following condition:

- **The plans should be revised to show the location of the porch screens.**

FEE SCHEDULE (office use only)

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



HPC Administrator
HPAdmin@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: Sara Boyan

Property Address (Include year built, if known):

404 Avenue B, New Bern, NC 28560 ~ est 1910

Property Owner Name(s):
Sara Boyan

Owner Mailing Address:
404 Avenue B, New Bern,
NC 28560

Phone #s:
330-618-1550

Email:
sara.boyan@gmail.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)

Installation of 6ft privacy fence in backyard with gate to enclose. From backyard gate, continue with 3.5ft picket fence to enclose the side and front yard. Install matching picket gate in front yard. After wood has seasoned, it will be painted white to match existing house trim.

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 through 2.5.6

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).

Back yard privacy fence: 6ft tall dog eared pine privacy fence panels & matching pine gate
 Side and front yard: 3.5 ft tall pine gothic spaced picket fence panel with matching gate

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.

Sara Boyan

Signature of Applicant/Owner

7/31/2022

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.

LEGEND:

EIP = EXISTING IRON PIPE
 CL = CENTER LINE
 R/W = RIGHT-OF-WAY

NOTE:

FLOOD ZONE LINE PER F.I.R.M.

NIF 372055B00K DATED 06-19-2020

"ROBIN W.
 O'REILLY"
 D.B. 3375 PG. 858

35° 07.185'N

77° 02.836'W

VICINITY MAP

NO SCALE

NIF

"DOTTIE J.
 BARKER"
 D.B. 1912
 PG. 640
 S.B. #
 020054



6 ft privacy fence

3.5 ft picket fence

NIF
 "ERIK M.
 PAYTON"
 D.B. 3489
 PG. 351

NORTH PASTEUR
 STREET

N 17° 51' W
 1.1' TIE
 AVENUE "B"
 60' R/W

G.S. 47-30 (F)(1) Certification:

This survey is of an existing parcel(s) of land and does not
 create a new street or change an existing street.

L-3071
 Professional Land Surveyor

Surveyor's Certificate

I, Roy R. Smith, Jr., certify that this plat was drawn under my
 supervision from an actual survey made under my supervision
 (see reference); that the boundaries not surveyed are clearly
 indicated; that the ratio of precision ~~positional accuracy~~ is
 1:10,000; that this plat was prepared in accordance with
 G.S. 47-30 as amended. Witness my original signature, license
 number and seal this 20 day of April, 2022

L-3071
 Professional Land Surveyor



"TIE"
 109.09'
 S 80° 19' 05" W
 BASIS OF BEARINGS
 FIRE HYDRANT
 TIE
 53.00'
 W 53° 21' E
 PAVEMENT
 EX P-K
 NAIL

ADDRESS: 404 AVENUE "B"
 REF.: COVERING DEED: D.B. 3527 PG.
 56 CRAVEN COUNTY REGISTRY
 PARCELID: B-005-10B

SURVEY FOR:
SARA BOYAN

NEW BERN,
 TOWNSHIP NO. 8, CRAVEN CO., NORTH CAROLINA

DATE: APRIL 18, 2022

SCALE: 1" = 20'

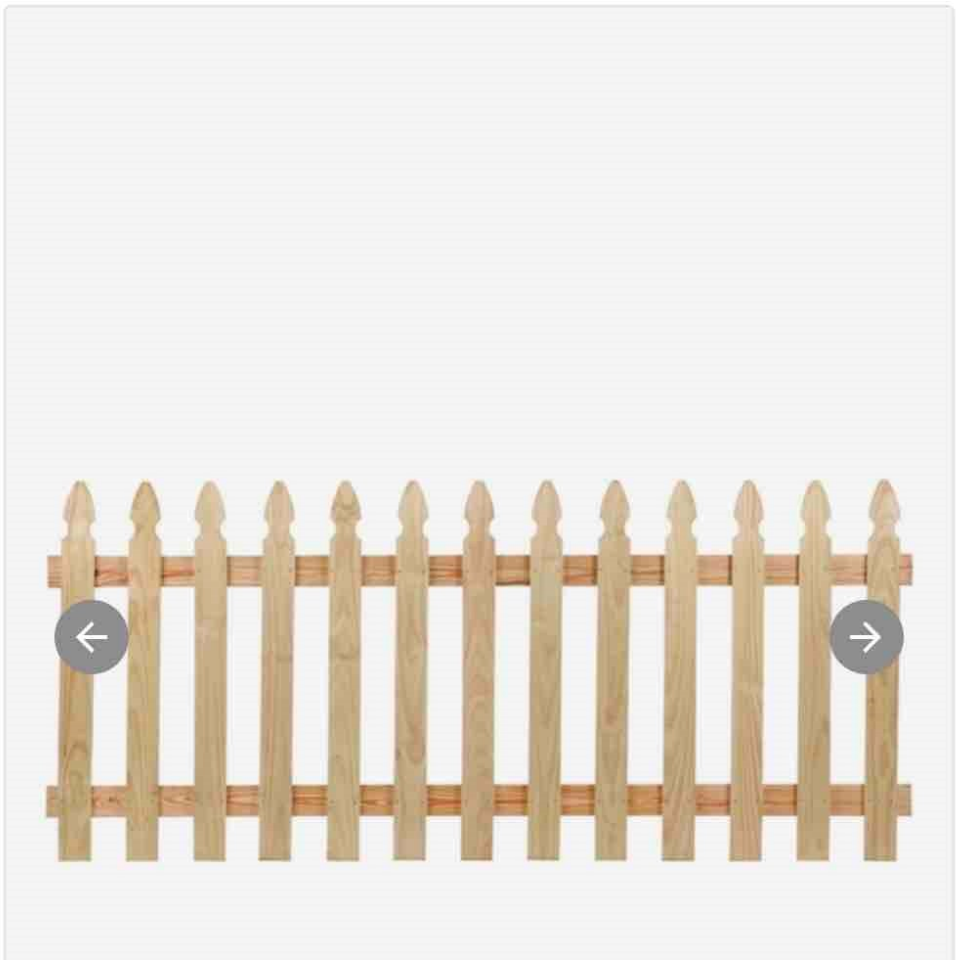
FILE NO: 200081

F-0496
 Southern
 Boundaries
 408 GUYON ST. NEW BERN
 NC 633-2771

Severe Weather 3.5-ft x 8-ft Pressure Treated Pine Gothic Spaced Picket Fence Panel

Item #156718 Model #GTFPT25E

★★★★★ 54



♡ **\$42.98**



\$40.83 when you choose 5% savings on eligible purchases every day. [Learn how](#)

- Spaced Gothic top fence panels provides a unified appearance promoting a beautiful finished look
- Southern yellow pine with no wane provides a high-quality appearance
- Pre-assembled French Gothic fence panel provides 13 pickets spaced over a span of 8 feet for faster and...

— + **Add to Cart**

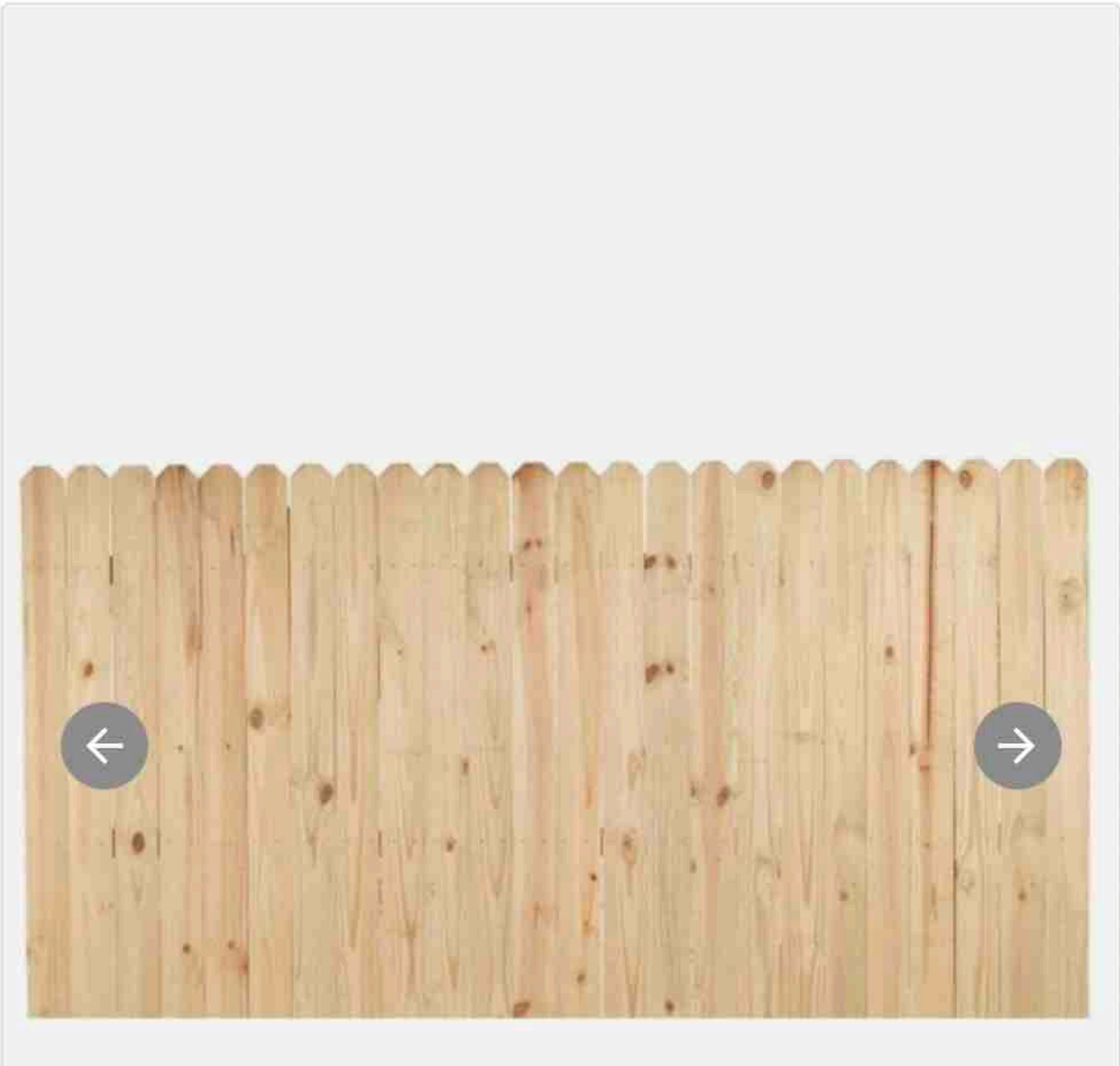
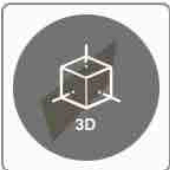
Get It Installed

Building Supplies / Fencing & Gates / Wood Fencing / Wood Fence Panels

Severe Weather 4-ft x 8-ft Pressure Treated Pine Dog Ear Fence Panel

Item #156678 Model #SFP48T25E

★★★★★ 55



\$46.68



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purchases every d

- Pressure-treated for abo
- Lifetime limited warranty damage
- Pre-assembled for faste

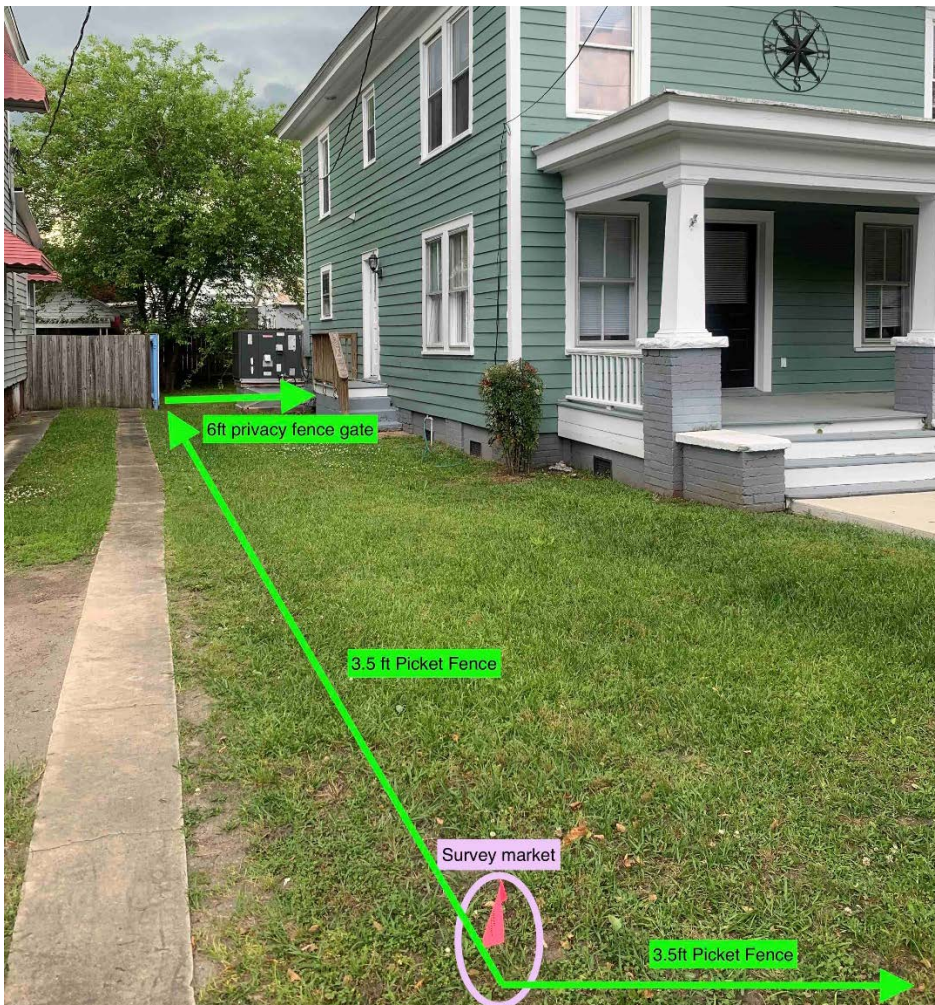
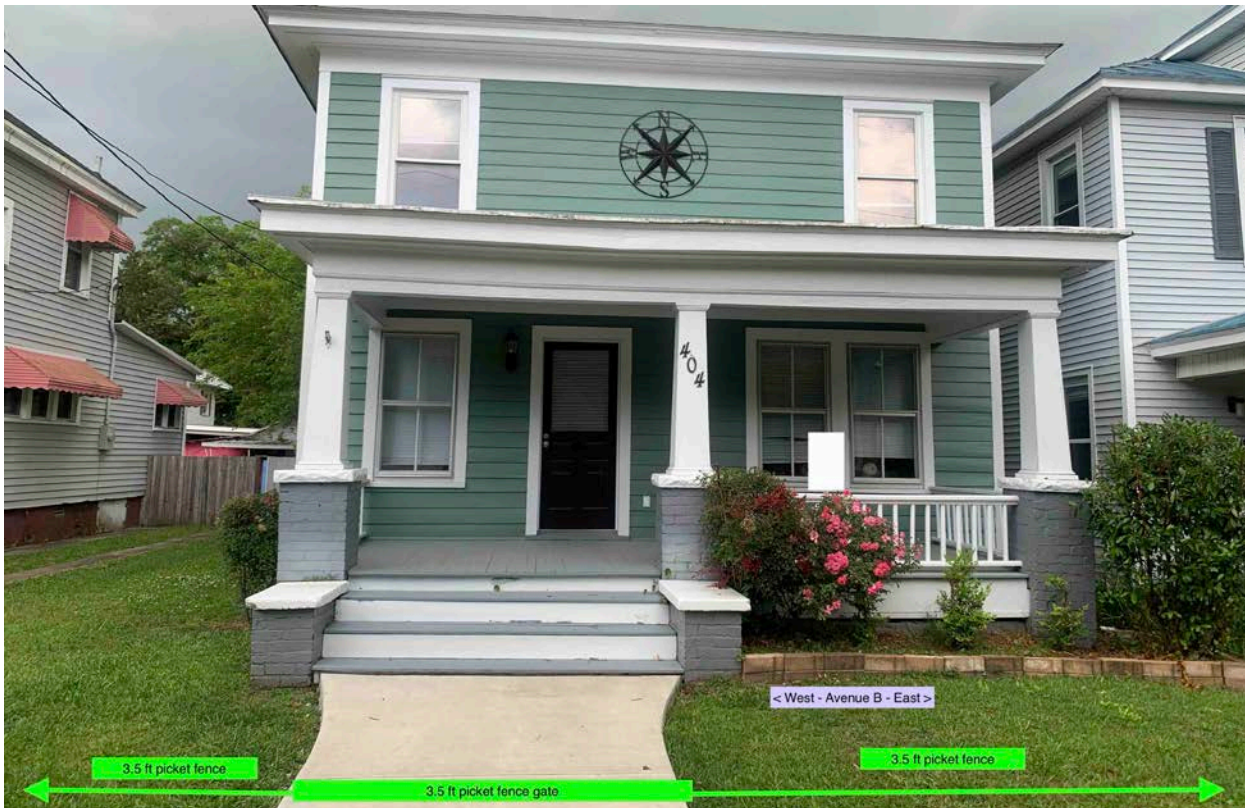
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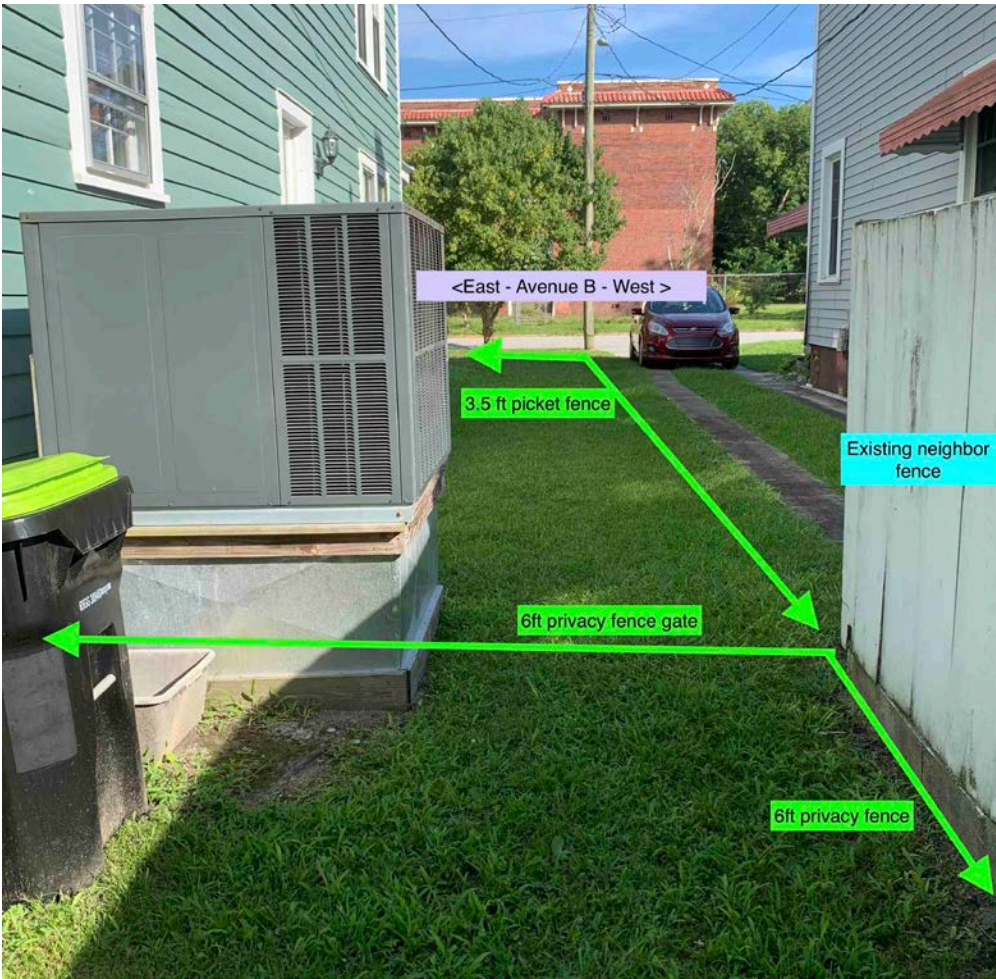
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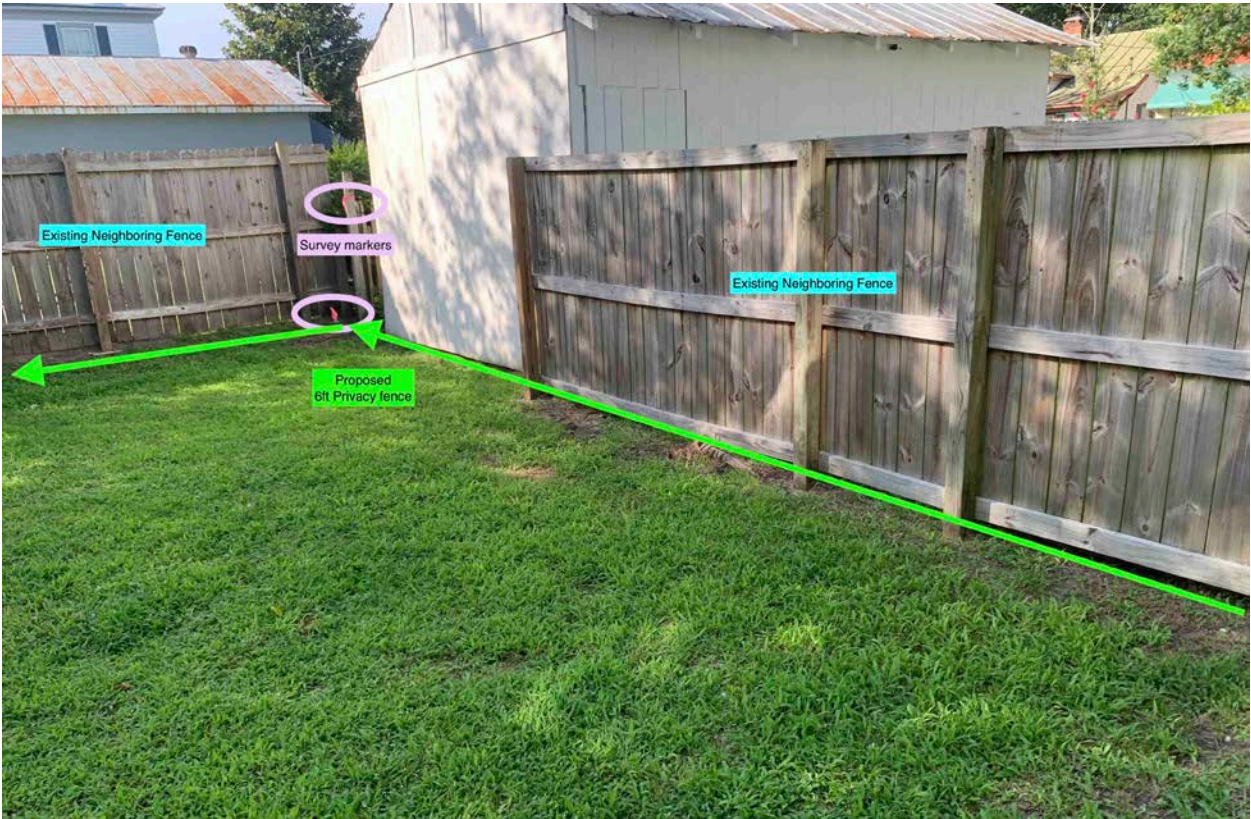
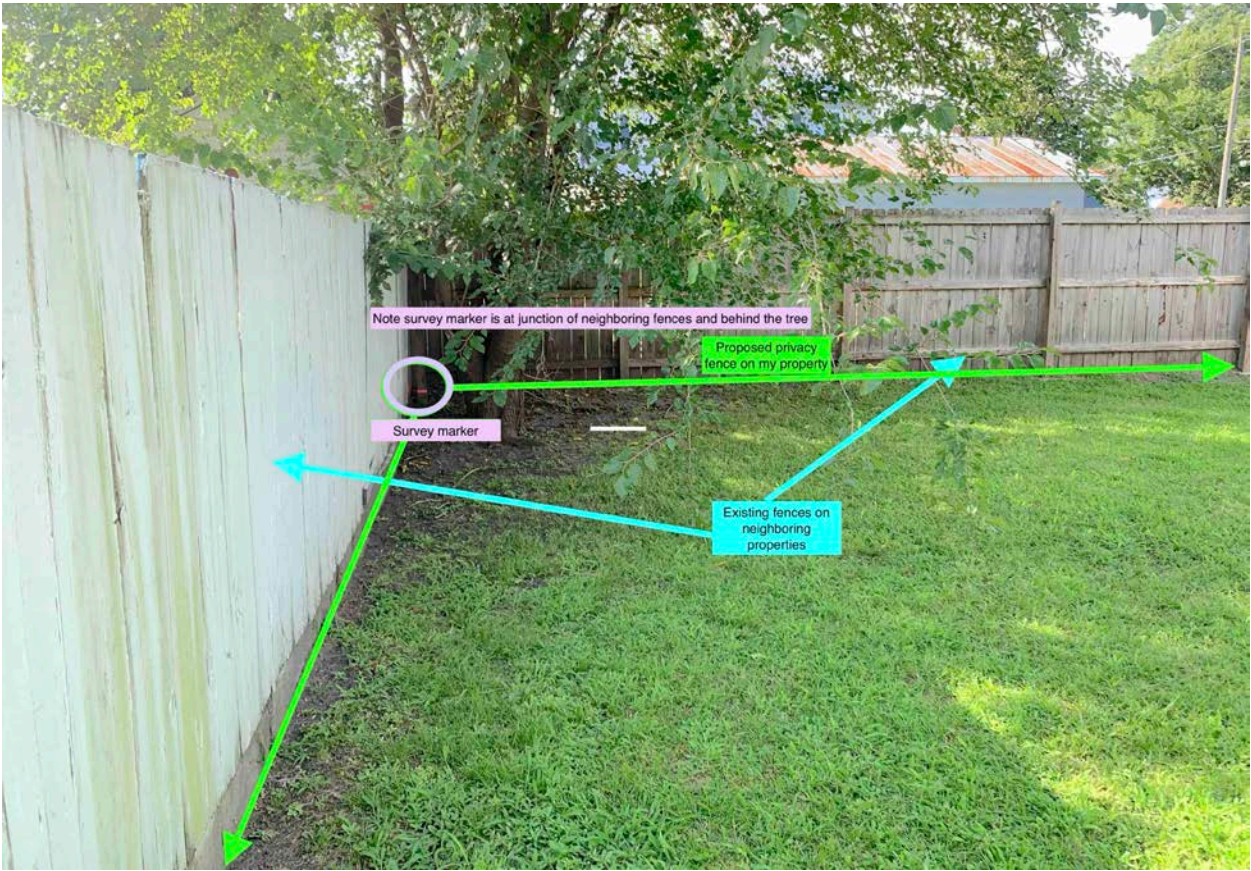
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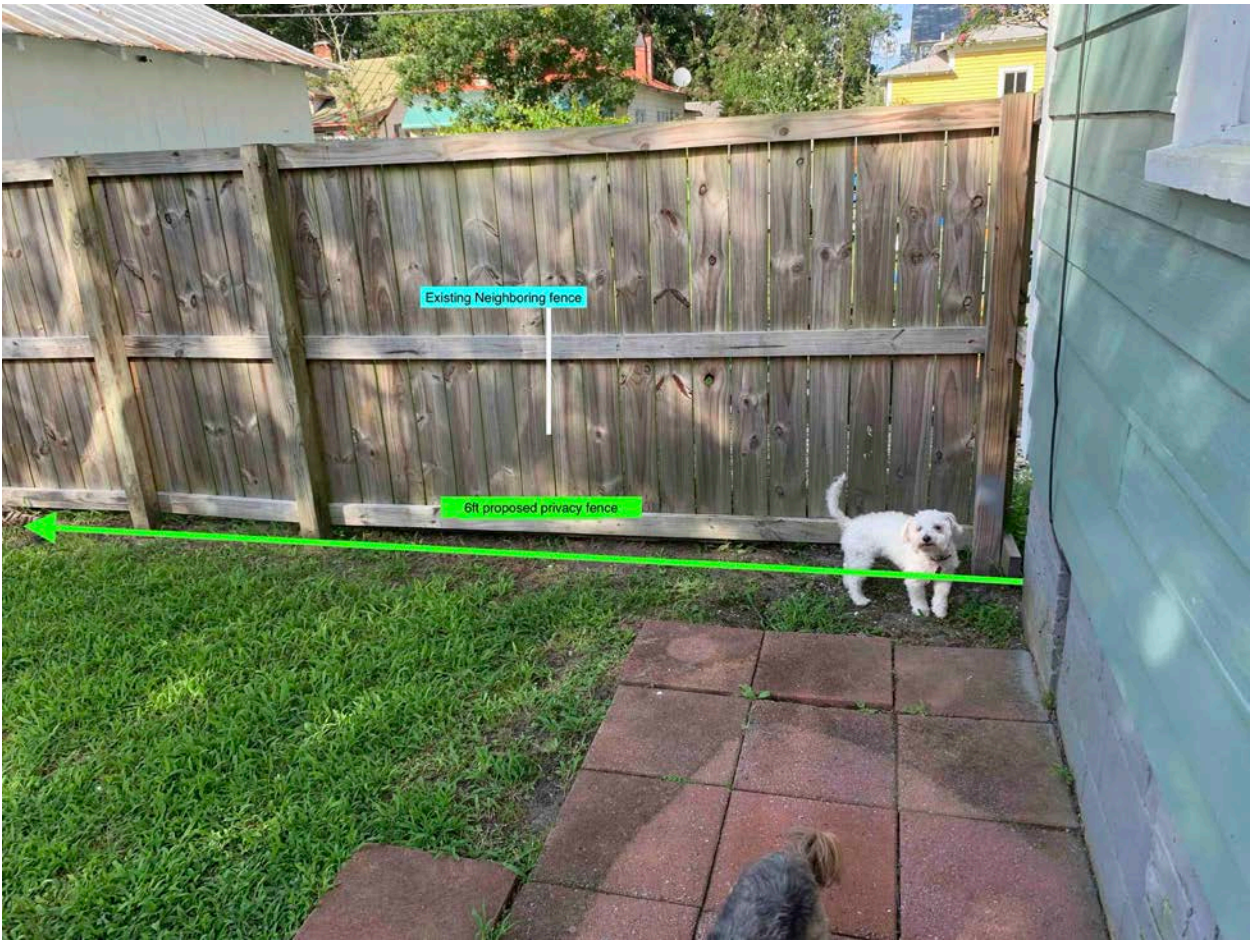
Minimum Qty of 10

404 Avenue B – proposed fencing illustrations by the applicant, 2022-09-13











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: 404 Avenue B – to include fencing in all AVCs.

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

Zoning District: R-10S

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

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 – September 21, 2022

Applicant: Sara Boyan
Applicant Address: 404 Avenue B, New Bern, NC 28560
Project Address: 404 Avenue B, New Bern, NC

Historic Property Name, Date: Willis House; ca. 1920

Status: Contributing: X Non-contributing: Vacant:

NR Inventory Description (1988): occupied in 1926 by the Willis family--carpenters Charles E. and Marshall and building contractor Clyde C.--this two-story, frame, triple-pile house was built between 1919 and 1924. . . .

Sandbeck Description (1988): None

404 Avenue B – to include new fencing in all AVCs.

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

Fencing

- 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.
- 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.

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 the construction of fencing around an existing contributing structure;
- 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 new fencing in all AVCs, with the condition that the tall fencing be installed in front of the HVAC unit.



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: September 14, 2022
RE: Regular Meeting, **5:30 PM, Wednesday, September 21, 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. **715 E. Front St.** – to include a new infill house and to consider issuing the CoA for demolition.
 - C. **507 George St.** – to include removing the existing side porch, adding a new second floor rear addition and balcony, a new rear deck, front column wraps, front handrails, front door replacement, wood replacement windows, and new fencing & gate, in all AVCs.
 - D. **404 Avenue B** – to include fencing in all AVCs.

**Please note that applications for these projects, including proposed plans, are available for review during normal business hours in the Development Services Department (303 First St.).*
5. Old Business (non-hearing items tabled or continued from a previous meeting): none
6. General Public Comments
7. New Business: none
8. HPC Administrator's Report:

Everything comes together here.

A. Report on CoAs Issued 08/09/2022 – 09/13/2022

MAJORS:

None; 2 pending

MINORS:

510 George St. – exterior water heater, gas meter

221 Craven St. – gas lanterns

104 King St. – new pier

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

C. Other Items and Updates by the Administrator

9. Commissioners' Comments

10. Adjourn