



Development Services Department
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TO: New Bern Historic Preservation Commission
FROM: Matt Schelly, AICP, City Planner
DATE: October 1, 2022
RE: Design Review Meeting, 5:30 PM, Wednesday, October 5, 2022, in the Development Services Conference Room, 303 First St.

DESIGN REVIEW AGENDA – 5:30 PM

- I. Application Design Review** - Consider certificate of appropriateness applications for proposed major exterior alterations:
 - A. 405 Avenue A** (Riverside Methodist Church) – remove brick exhaust stack.
 - B. 222 Middle St.** – new and repaired windows
 - C. 305 North Ave.** – demolition of a contributing structure and infill house.
- II. Informal Design Review** – Discussions with potential applicants prior to submitting a formal application. Potential applicants may show up with nothing more than a verbal description, however photos and other information are more helpful.
 - A. Any in the audience?**
- III. Informal Board Discussion Items** -
 - A. Prevention of Demolition by Neglect Work Group** – report
 - B. Guidelines Updates Work Group** – report
 - C. Historic Property Owners Support (HiP Owners Support) Work Group** – report
 - D. Preservation Awards Work Group** – report
 - E. Work Group Assignments**
 - F. Review Board protocols for:**
 - a. Addressing questions from the public outside of called meetings**
 - b. Application due diligence**
 - c. Responding to interview requests from the media**
- IV. Project Follow-Ups, Updates, and Questions**

A. CoAs denied – None

B. CoAs issued in September

MAJORS:

823 Pollock St. – gate

207 Pollock St. stair removal, door closure, fencing

216 Johnson St. – fencing

407 Avenue D – accessory building

3 pending

MINORS:

217 Change St. – tree replacement

About a dozen pending

C. Resiliency Plan: recent activities, upcoming items

V. Enforcements - Old and New since last DR meeting

A. Ongoing, Formal:

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

221 E. Front St. – long-time DBN case – “221 Team” mtg. with owner 7/28; Minor CoA application submitted for repointing; informed HPA about proposed brick repair work

B. Preliminary, Informal:

214 Pollock ROW – replacement tree

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

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

711 Pollock St. – paint removal – siding to be removed for insulation, then same siding returned in place

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

C. Remaining to begin contact/enforcement:

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

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

508 C St. – porch revision w/o CoA

509 Craven – follow up on 2018 violation, porch columns

510 C St. – shed w/o CoA

511 Middle St. – fence w/o CoA

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

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

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

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

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

707 Craven St. – post removed w/o CoA

715 Craven St. – new shed w/o CoA

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

812 Queen St. – building demolition w/o CoA

911 Broad St. – porch revision w/o CoA

1117 N. Craven St. – installation of driveway and tree removal w/o COA; met with owner

VI. Staff and Board:

A. Training: TBD

VII. Requests by Commission Members for Future Work Session Items

VIII. Adjourn