



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:** October 12, 2022  
**RE:** Regular Meeting, **5:30 PM, Wednesday, October 19, 2022, in the Courtroom, Second Floor, City Hall, 303 Pollock St.**

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD CALL  
639-7501 NO LATER THAN 3 P.M. THE DATE OF THE MEETING

**REGULAR MEETING AGENDA – 5:30 PM**

1. Opening of Meeting with Roll Call
2. Approval of Minutes of Previous Meeting(s)
3. 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. **707 E. Front St.** – to include a trellis screen in the Tertiary AVC.
    - C. **212 Change St.** – Amendment to add a pool and paved area around the pool to the previously approved CoA.
    - D. **211 Johnson St.** – Amendment to the previously approved CoA to change the roofline, porch layout, windows, and details
- \*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: Discuss and consider 2023 calendar of meetings
8. HPC Administrator's Report:

A. Report on CoAs Issued 09/14/2022 – 10/11/2022

MAJORS:

None – 5 pending

MINORS:

217 Change St. – tree replacement

11 pending

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

C. Other Items and Updates by the Administrator

- i. Introduction to the Feasibility Study Team for the HiP Work Group partnership with the Preservation Foundation and Habitat for Humanity

9. Commissioners' Comments

10. Adjourn



**FEE SCHEDULE** (office use only)  
[ ] \$22 Standard Application (minor)  
[ ] \$107 Standard Application (major)



HPCadmin@newbernnc.gov  
Work: (252) 639-7583  
Fax: (252) 636-2146

**Application for a Certificate of Appropriateness**  
(For Alterations to Properties in Locally Designated Historic Districts)

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

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

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

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

<b>I. Applicant/Owner Information:</b> <i>Marissa Lombardo</i>			
Property Address (Include year built, if known): <i>707 E Front St New Bern NC 28560</i>			
Property Owner Name(s): <i>Marissa Lombardo MD</i>	Owner Mailing Address: <i>707 E Front St</i>	Phone #s: <i>646 662 4147</i>	Email: <i>marissa.lombardo@gmail.com</i>
Applicant Name (if different):	Applicant Mailing Address:	Phone #s:	Email:

<b>II. Project Information:</b> (See "CoA Instructions" & "Historic Guidelines" for help in completing this section)
1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed)
Continued on additional sheet or attached brochure <input type="checkbox"/>
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 <input type="checkbox"/>
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 <input type="checkbox"/>



**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.

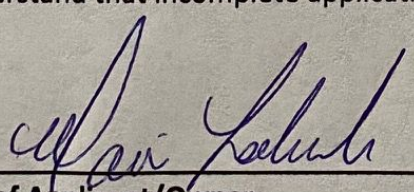
Please see Development Services Staff (Staff) prior to submittal for initial review of the application and advisement if additional information will be required before consideration at a Historic Preservation Commission hearing.

**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

6/20/2022  
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.



707 E. Front St. – Streetview Image, 2012







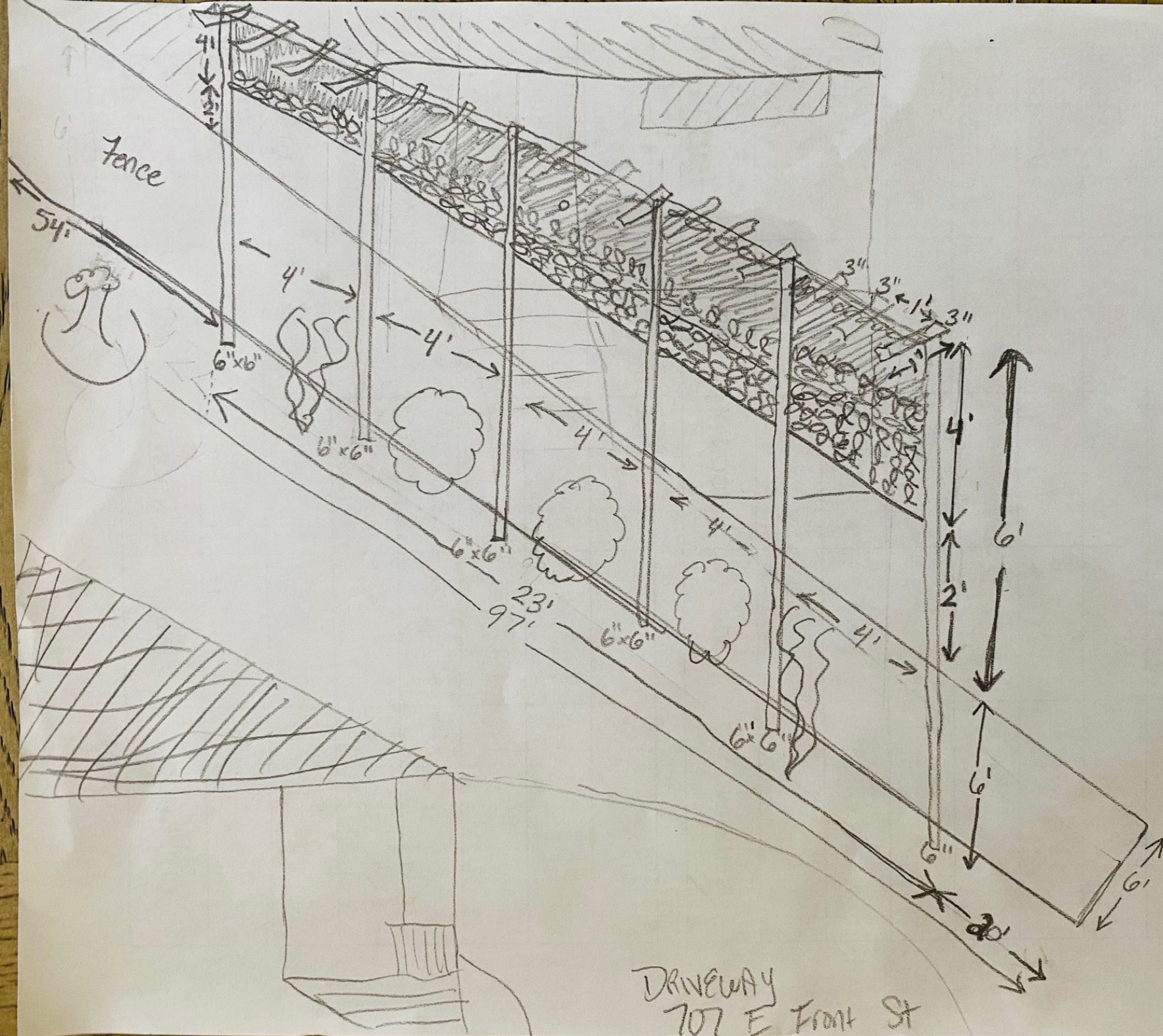
















## Zoning and Inspections Review of

### 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:** 707 E. Front St. – to include a trellis screen in the Tertiary AVC.

**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 10/14/22

**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  10/14/22

## Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – October 19, 2022

**Applicant:** Marissa Lombardo, MD  
**Applicant Address:** 707 E. Front St., New Bern, NC 28560  
**Project Address:** 707 E. Front St., New Bern

**Historic Property Name, Date:** St. Cyprian's Rectory, ca. 1880-1900/1991

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

**NR Inventory Description (2003):** Moved from 606 Johnson Street in 1991. Two stories; L-plan; two bays wide; tall bay window right of entrance porch; two-story rear addition; gabled roofs.

**Sandbeck Description (1988):** Described at its 1988 location, but N/A to this application.

**707 E. Front St.** – to include a trellis screen in the Tertiary AVC.

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

### **Landscaping**

- 2.4.5 Locate accessory structures and similar site improvements to avoid removing healthy, mature trees of desirable species.
- 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.

### **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 a trellis;
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 a trellis screen in the Tertiary AVC.**

**FEE SCHEDULE** (office use only)  
☐ \$22 Standard Application (minor)  
☒ \$107 Standard Application (major)



**HPC Administrator**  
**HPAdmin@newbernnc.gov**  
**Work: (252)639-7583**  
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**Type of Project:** ☒ Exterior Alteration ☒ Addition ☐ Infill ☒ Site Work ☐ Other

**I. Applicant/Owner Information:**

Property Address (Include year built, if known):  
 212 Change St., New Bern ca. 1890-1895

Property Owner Name(s):	Owner Mailing Address:	Phone #s:	Email:
Dr. and Mrs. Scott McClellan	212 Change St., New Bern	252-624-4809	taygrayson@gmail.com
Applicant Name (if different): Lucien Vaughn	Applicant Mailing Address: P.O. Box 12666	Phone #s:	Email:
Tarheel Associates Inc.	New Bern, NC 28561	252-633-6452	lucien@tarheelassociates.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)  
 (See attachment)

Continued on additional sheet or attached brochure ☐

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(See attachment)

Continued on additional sheet or attached brochure ☐

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(See attachment)

Continued on additional sheet or attached brochure ☐



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Signature of Applicant/Owner

3/1/2022

Date

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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:

212 Change St., New Bern, NC 28560

(address, city, zip code)

I hereby authorize Lucien Vaughn w/Tarheel Associates, Inc. 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:

212 Change St., New Bern, NC 28560

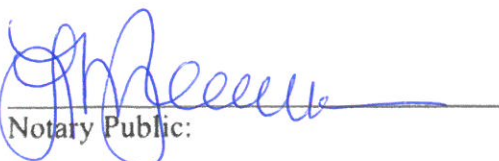
Phone 252-624-4809

  
Owner's Signature

Dr. Scott McClellan  
Print Name

7/12/21  
Date

Sworn to and subscribed before me this 31<sup>ST</sup> day of August, 2021.

  
Notary Public:

My commission expires: 11/30/2022



**PROJECT: McClellan Residence Rear Additions/Hardscape/Driveway Gate  
212 Change St.**

**3/1/2022**

## **Description of Work**

- **Alterations to Existing Contributing Structure in Tertiary AVC**
  - Extend existing brick masonry foundation for screened porch expansion.
  - Extend existing wood-frame shed roof (see Plans).
  - Install two (2) painted wood screen porch doors. (see Plans).
  - Install painted wood siding on new addition walls.
  - Install painted wood fascia, bands, soffit, and frieze.
  - Install wood pergola.
  - Add storage room onto rear of existing accessory building.
  
- **Alterations to existing contribution structure in Secondary AVC**
  - Install new brick columns on driveway
  - Install new gate in driveway

## Historic District Guidelines

### Guidelines for 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.

### Guidelines for 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.

### Guidelines for Accessory Structures

- 2.6.1 Locate accessory structures in Secondary or Tertiary AVCs, and behind primary structures when possible. Accessory structures are to be secondary to the primary structure in regard to mass, scale, form and texture.
- 2.6.3 Accessory structures such as sheds, gazebos, pergolas, arbors, trellises and similar types of site improvements with minimal foundations are to serve as focal points within rear yard landscapes. These forms and detailing have little relationship to historic fabric, and can be easily removed without creating permanent damage.

### Guidelines for 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 plane of the primary structure from the addition by creating slight offsets and corners.

### **Guidelines for 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.

### **Guidelines for Walls, Trim, and Ornamentation**

- 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. Primary structures are generally more ornate and detailed. Accessory structures are generally subordinate to the primary structure and have minimal ornamentation, if any, and simplified details.

### **Guidelines for 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.

### **Guidelines for Roofs**

- 4.5.3 Retain rooftop architectural features such as chimneys, dormers, towers, cupolas, cresting, finials, parapet walls and decorative roof patterns and colors.

### **Guidelines for Decks and Patios**

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

### **Guidelines for Masonry**

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



PROJECT: McClellan Residence Additions/Hardscape/Driveway Gate  
212 Change St.

3/1/2022

- 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.
- 5.1.4 Select mortar with appropriate strength properties for masonry units involved. A commonly used mix for softer, historic masonry is one part portland cement, two parts hydrated lime and nine parts sand.
- 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.

#### **Guidelines for Metals**

- 5.3.1 Adhere to Guidelines for retention of historic fabric when altering metal materials.
- 5.3.2 Use metal fabrications found in adjoining work. In general, new material should be the same dimension, shape and alloy of that existing.
- 5.3.3 Use full weld iron and steel fabrication techniques. Welds shall be properly dressed, or ground smooth.

#### **Guidelines for 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.

PROJECT: McClellan Residence Rear Additions/Hardscape/Driveway Gate 3/1/2022  
212 Change St.

## **List of Materials**

- **Foundation**
  - 8 x 16 concrete masonry units.
  - Modular brick (to match existing)
- **Framing**
  - 2 x 8 P.T. girder
  - 2 x 8 P.T. joist
  - 2 x 4 P.T. studs
  - 2 x 8 P.T. porch beam
  - 2 x 8 P.T. rafters
  - 6 x 6 P.T. post
- **Siding**
  - Wood siding (to match existing)
- **Fascia, Band, Casings, Frieze**
  - Wood (to match existing)
- **Porch flooring**
  - Porch flooring (3/4" x 3 1/2" T & G P.T.)
- **Soffit**
  - Plywood solid soffit (to match existing)
- **Roofing**
  - Metal standing-seam
- **Porch screening**
  - Charcoal fiberglass

PROJECT: McClellan Residence Rear Additions/Hardscape/Driveway Gate 3/1/2022  
212 Change St.

- **Gutters and Downspouts**
  - 8" box-style gutter (to match existing).
  - 3" x 4" downspouts (to match existing).
- **Brick Columns in Driveway**
  - Antique brick (to match existing)
  - Type N mortar
- **Gate in Driveway**
  - Wrought iron
- **Pergola**
  - 6 x 6 treated wood posts
  - Western red cedar rafters



**212 Change Street**  
ca. 1890-1895

Displaying an articulated cross-gabled roofline, this two-story frame dwelling was built ca. 1890-1895 as rental property for Augustus S. Seymour (1836-1895), a prominent judge of the U. S. District Court. During the 1880s, Seymour moved from lower Metcalf Street to the Federal-period Smallwood-Howard house, which then stood on East Front Street. Seymour afterwards began to acquire lots in the immediate vicinity and had this house built. After his death, the house remained in the Seymour family until it was purchased ca. 1910 by Edgar R. Jackson, an engineer. The house is distinguished by its four pedimented gables, and on the facade, by its three-sided bay. The Sanborn insurance maps indicate that it first had a small, single-bay entrance porch, probably like the one which still survives on the nearly identical house at 802 Pollock Street. This was replaced after 1931 by the present wrap-around front porch.

**215 Change Street**  
ca. 1880-1890

When built ca. 1880-1890, this three-bay-wide dwelling originally had a full-width front porch with a fine sawn-work balustrade, a central gable rising from the front slope of the roof, a one-story rear kitchen ell with back porches, and two-over-two sash in all window openings. These late-nineteenth-century exterior details, as well as most of the major original interior details and finishes, were removed and replaced by the present Colonial-style elements in 1979. Fortunately, the original exposed-face end chimneys were retained, and survive as very late examples of a chimney treatment popular in New Bern during the first half of the nineteenth century. The center-hall-plan house was owned from the 1890s until the 1920s by Nicholas W. Jones, the president of the Independent Steamboat Line and an agent for the Swift Creek Transportation Line. Jones, who lived in a larger house at the corner of George and Pollock streets, owned this dwelling as rental property.



215 Change Street

**Frazier-Mayhew House**  
217 Change Street  
1821; moved in 1973

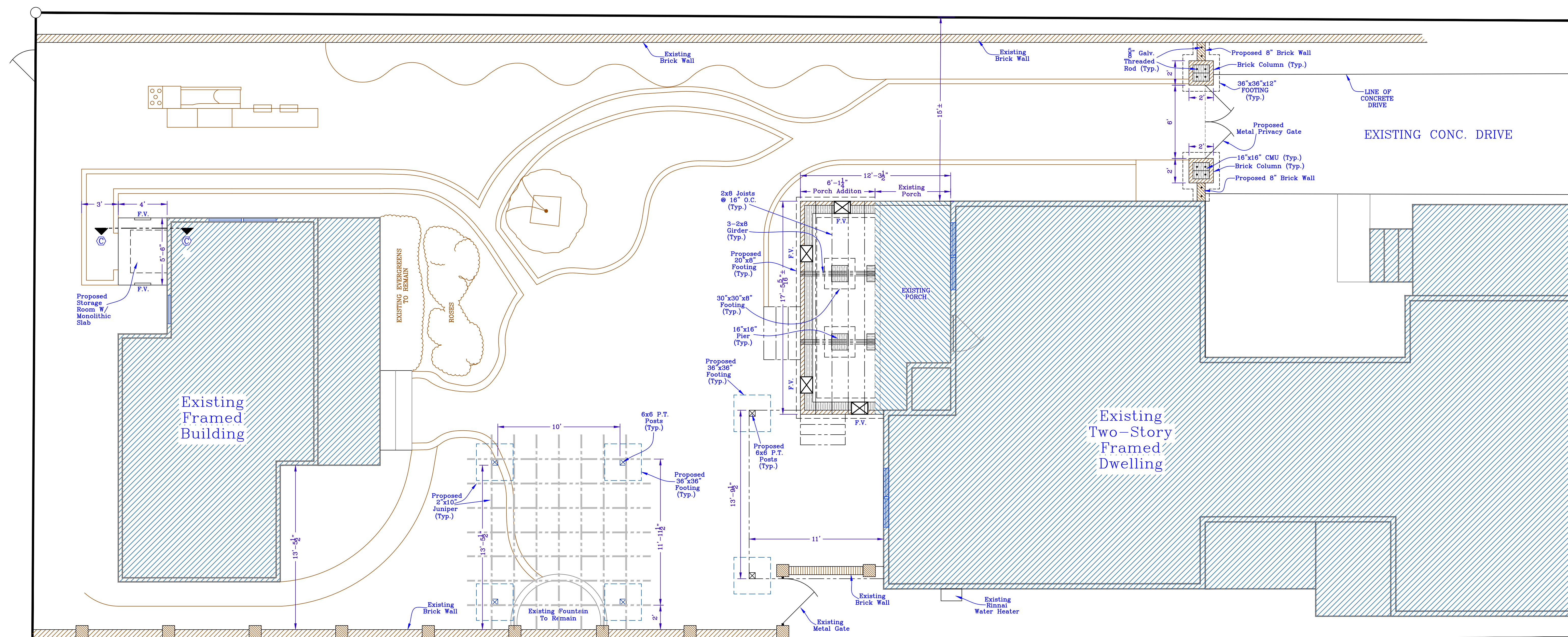
Fortunately saved by New Bern preservationists from demolition in the early 1970s, the Frazier-Mayhew house contains handsome late-Federal woodwork. Its central-chimney gable-front form is an interesting variation of the side-hall plan and can be seen also at the Sears-Moore and Coor-Cook houses. It was apparently built in 1821 for or by one John A. Frazier, who purchased the lot in December, 1820 for \$550 and sold it in January of 1822 for \$1,913 to James Carney, the teller of the State Bank. In 1830 the house was sold by the sheriff, Elijah Clark, to settle Carney's debts. The house had six owners from that time until 1854, when it was purchased by Bennett Flanner, a renowned local brick-mason who had by then moved to Wilmington. Flanner was responsible for the fine Flemish bond brickwork still seen in the walls of Christ Church, built between 1822 and 1824. In 1866 he deeded the house to his daughter, Mary, who in 1835 had married William H. Mayhew, editor and publisher of the *Newbernian* newspaper. One of Mayhew's daughters, Miss Caroline Durand Mayhew, started in this house in 1890 the first free circulating library in New Bern. By the early 1970s the house was no longer wanted on its original Middle Street site, just south of Centenary Methodist Church, and was moved to its present location by the New Bern Preservation Foundation to save it from demolition.

The exterior form and plan of the Frazier-Mayhew house place it in a small school of surviving New Bern



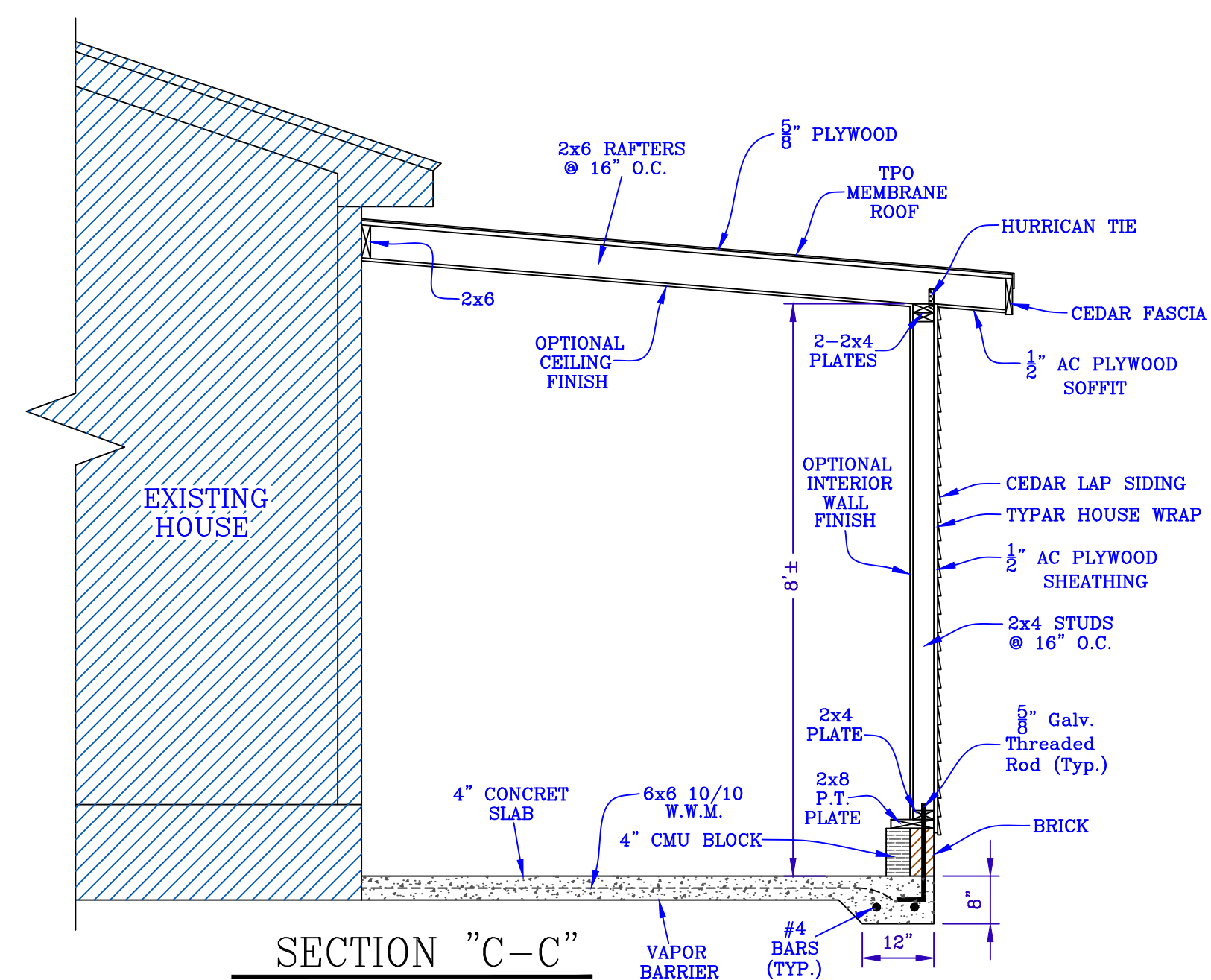






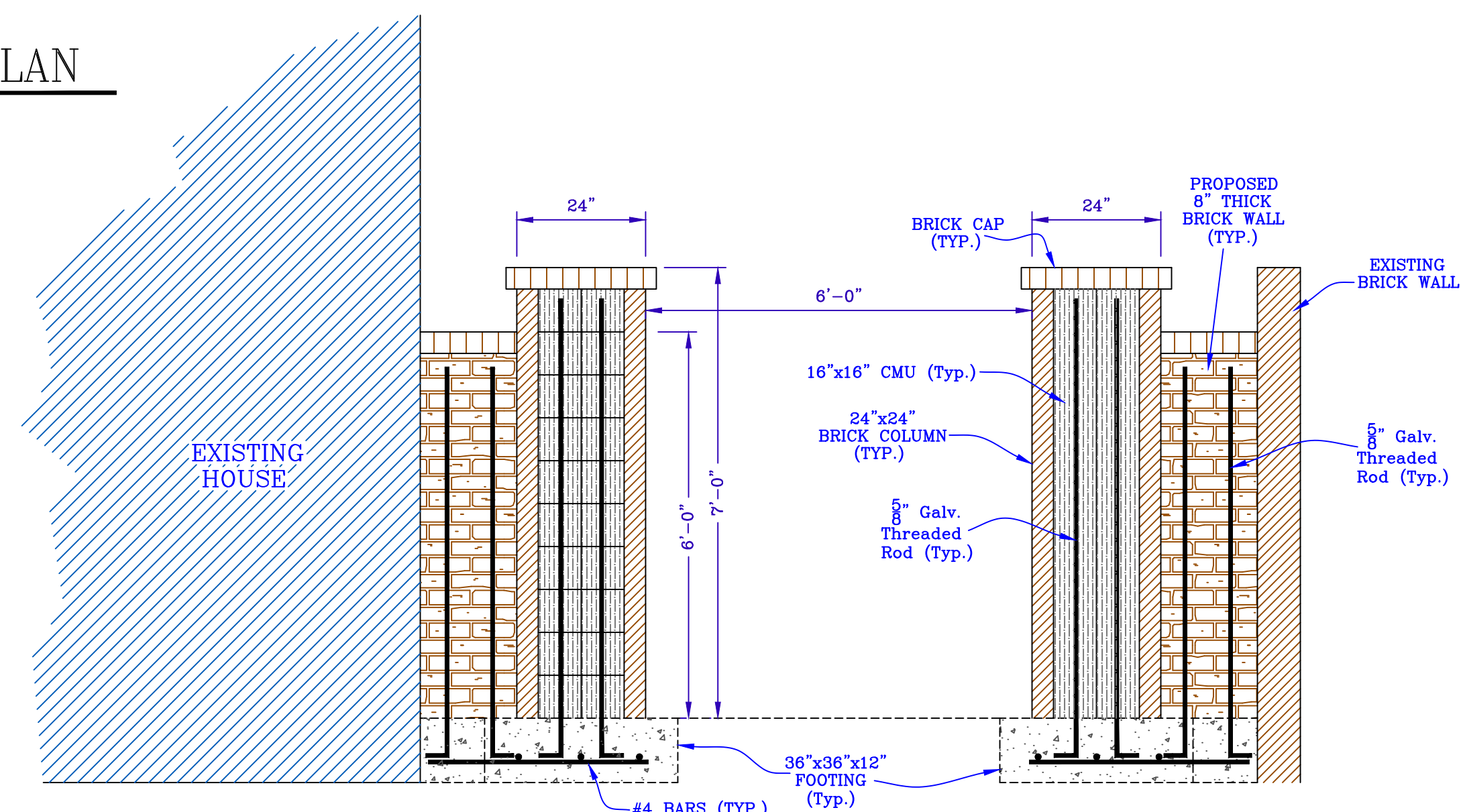
PROPOSED FOUNDATION PLAN

SCALE-1/4"=1'-0"



SECTION "C-C"

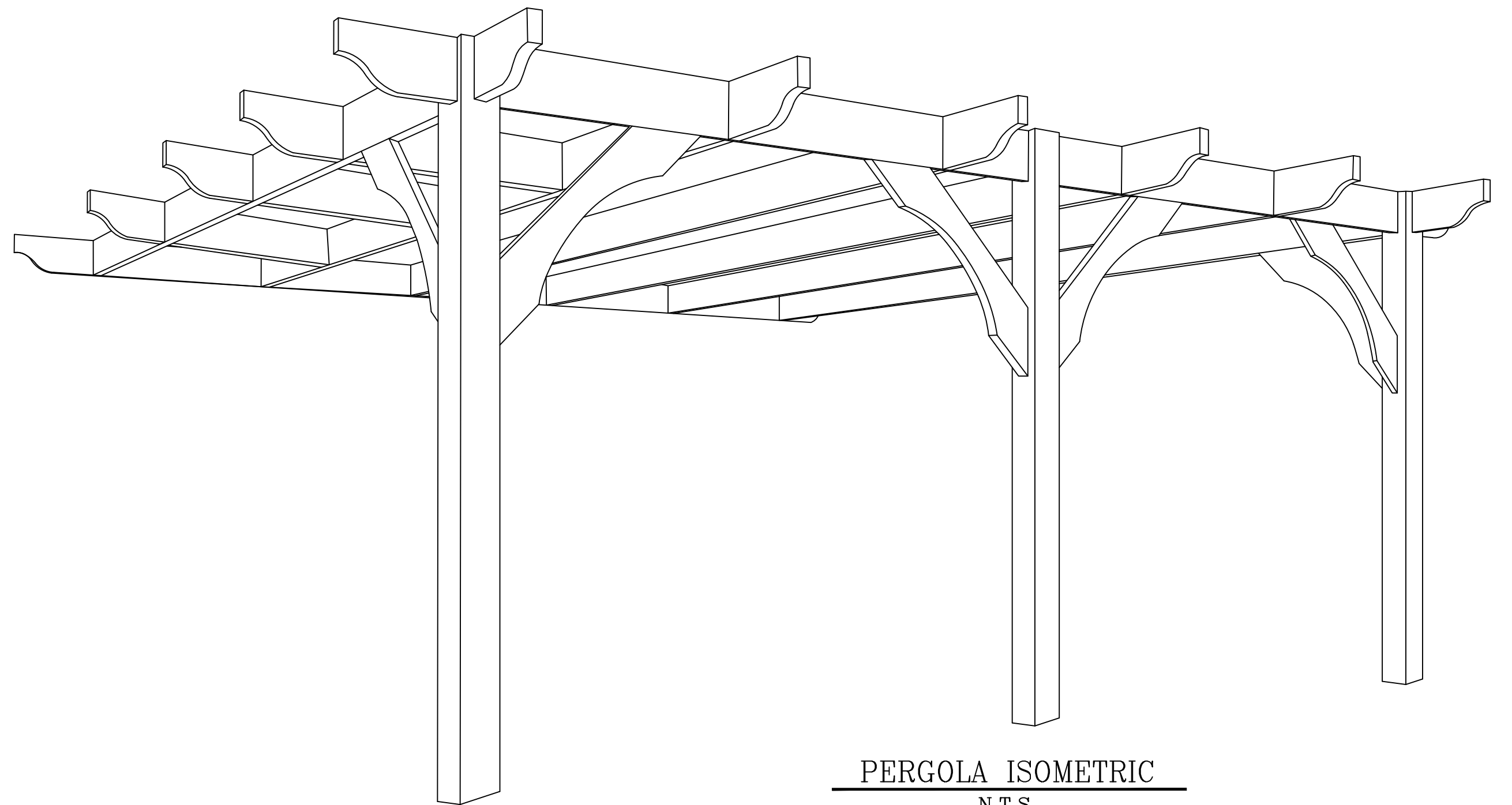
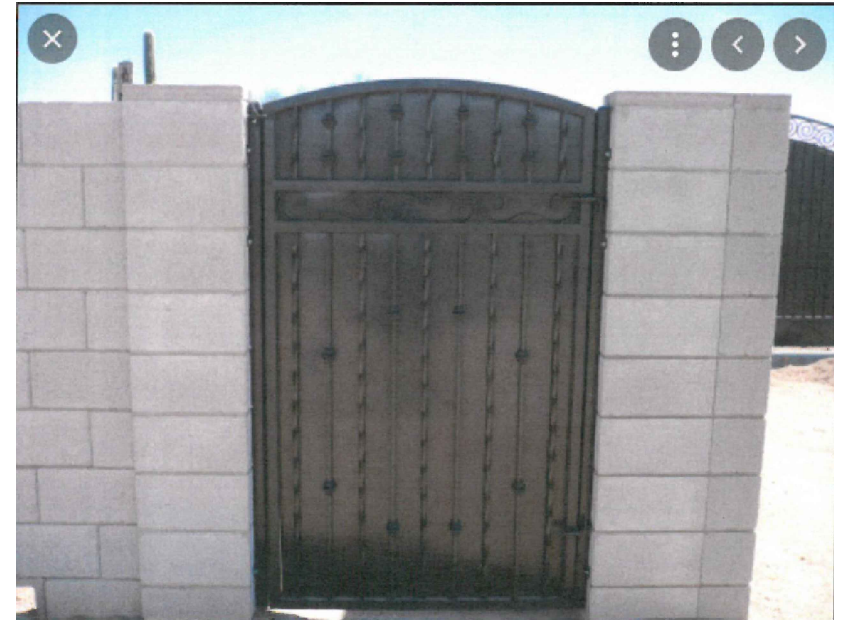
SCALE-1/2"=1'-0"



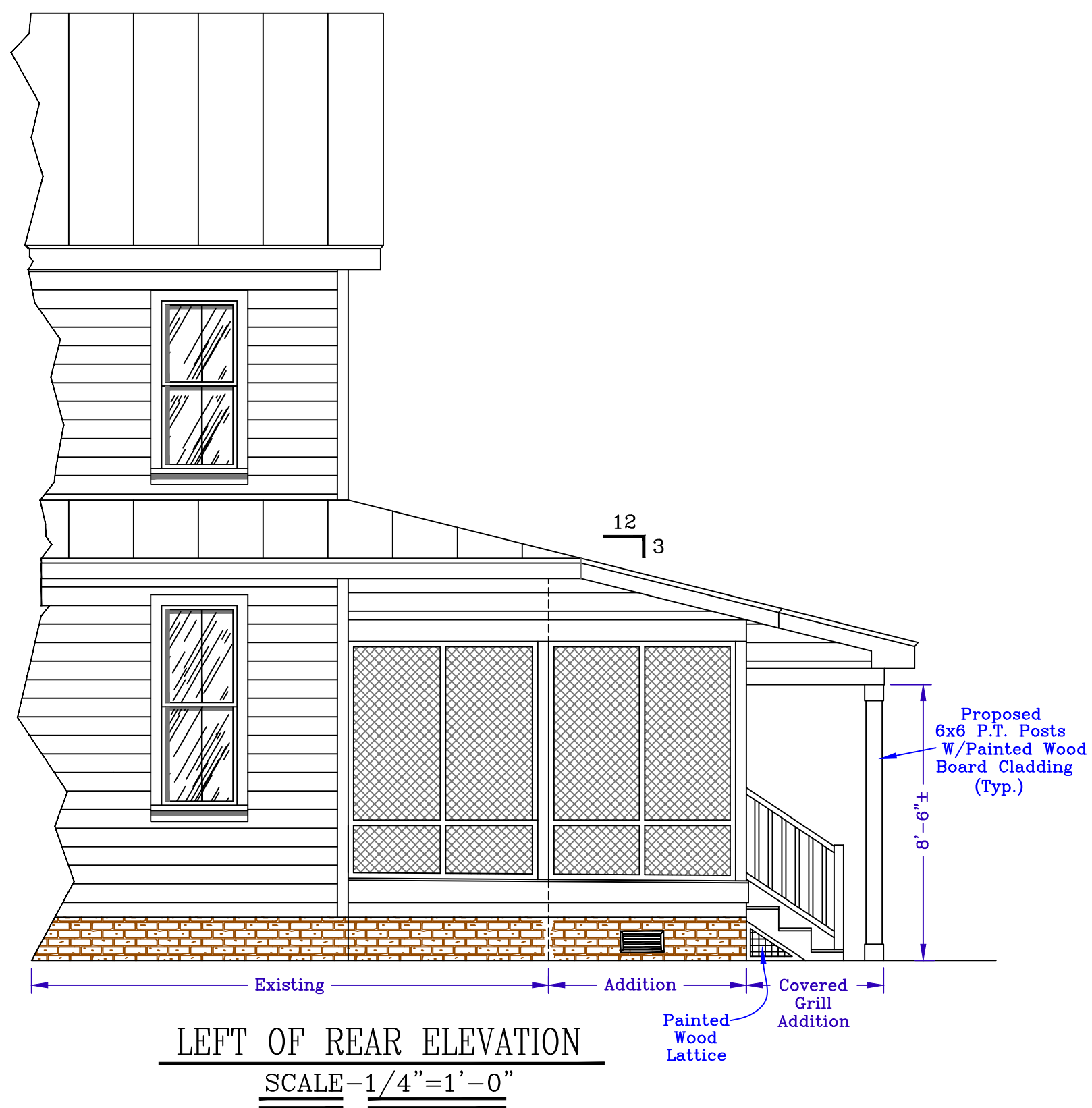
COLUMNS AT GATE ENTRANCE DETAIL

SCALE-1/2"=1'-0"

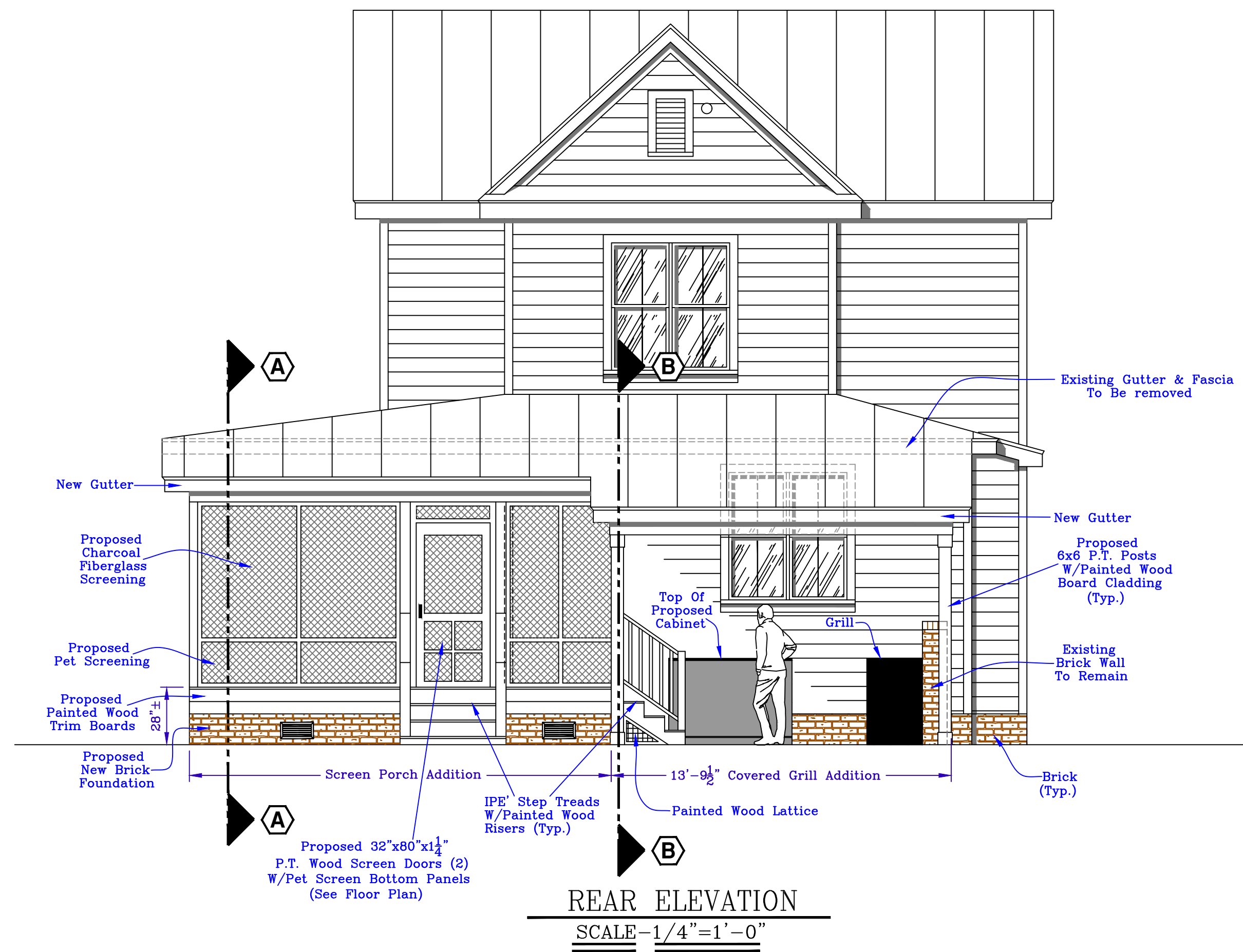




PERGOLA ISOMETRIC  
N.T.S.



LEFT OF REAR ELEVATION  
SCALE-1/4"=1'-0"

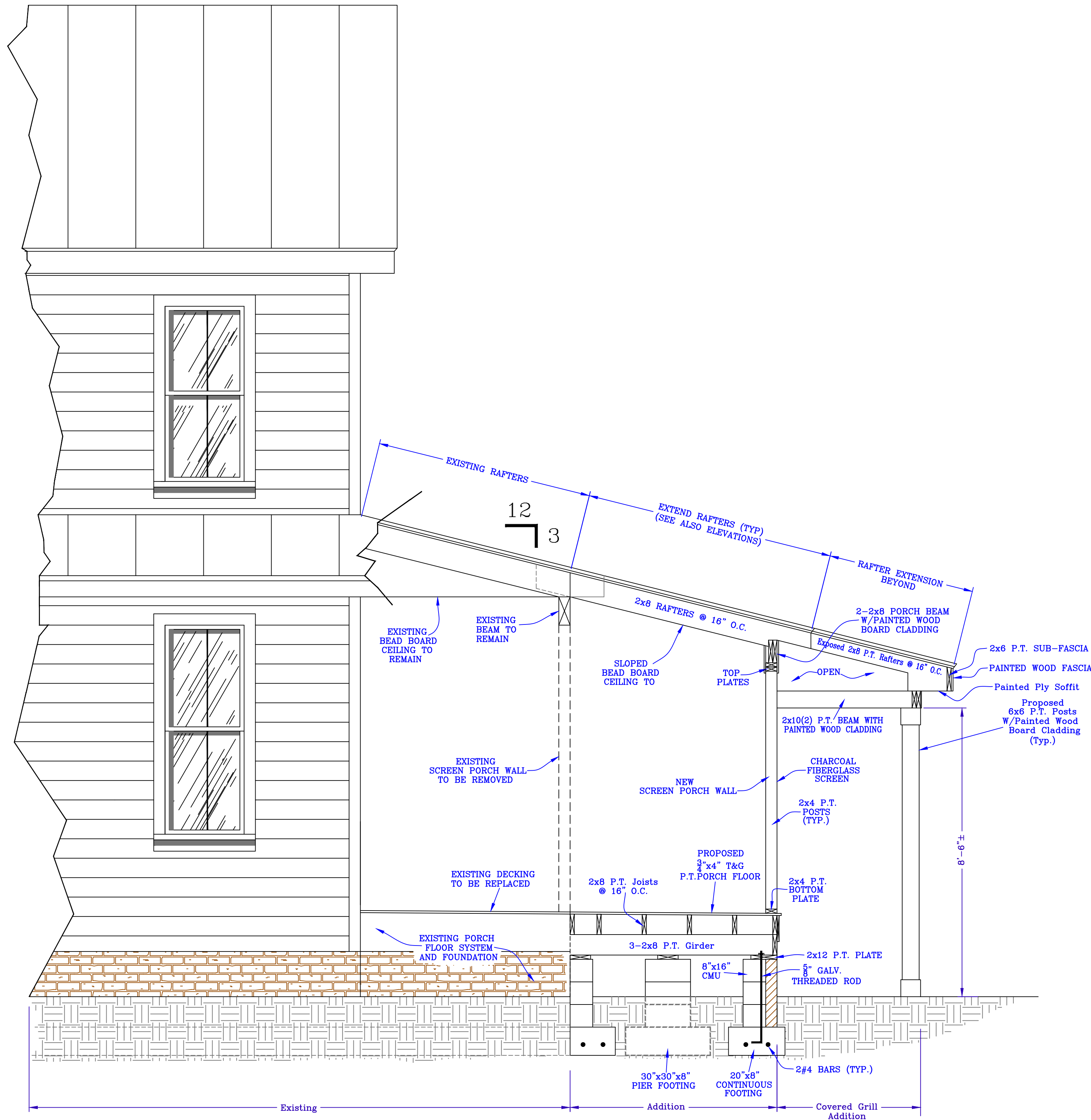


REAR ELEVATION  
SCALE-1/4"=1'-0"

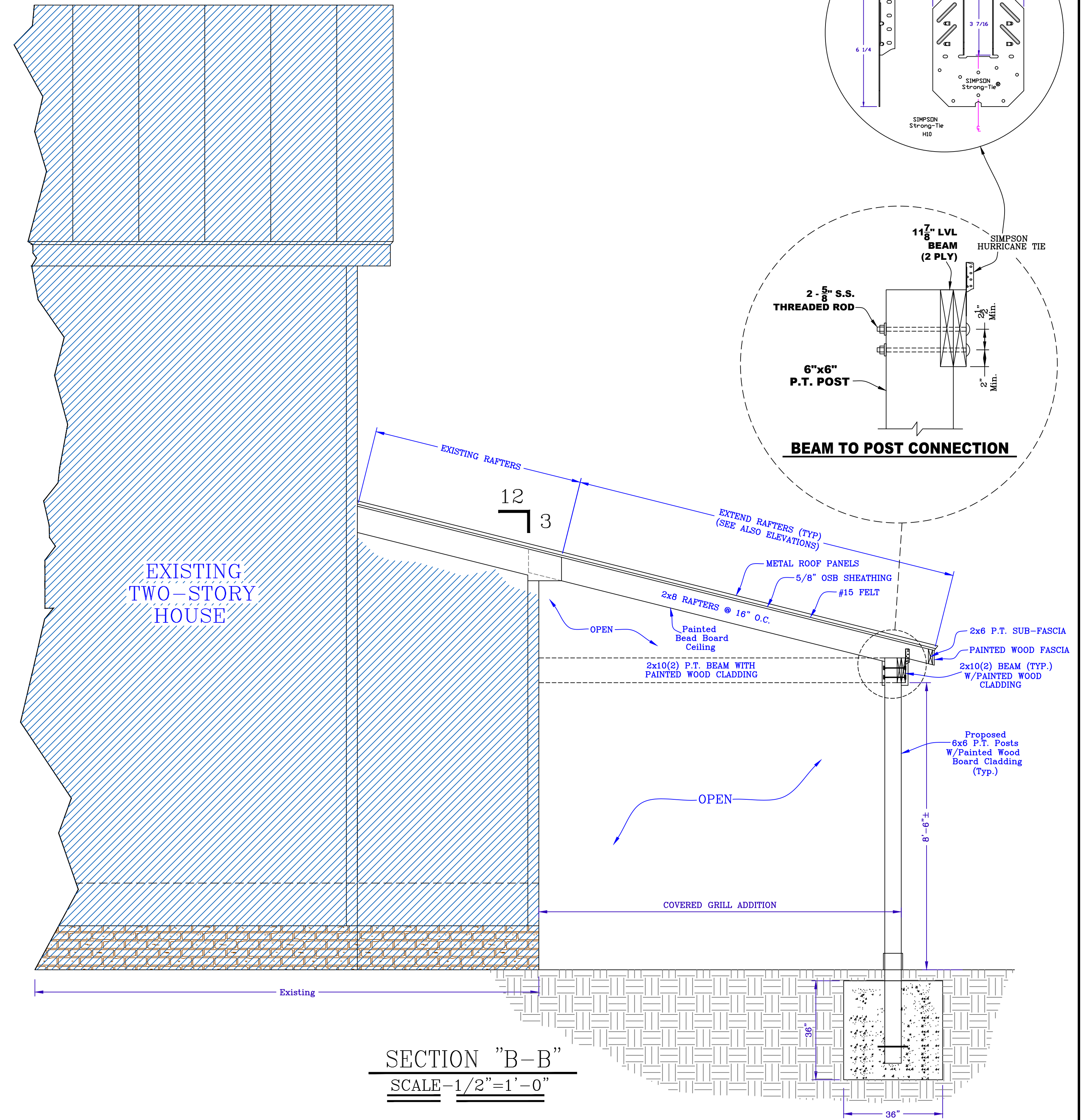


ELEVATION OF PERGOLA @ BACK BUILDING  
SCALE-1/4"=1'-0"





SECTION "A-A"  
SCALE - 1/2" = 1'-0"

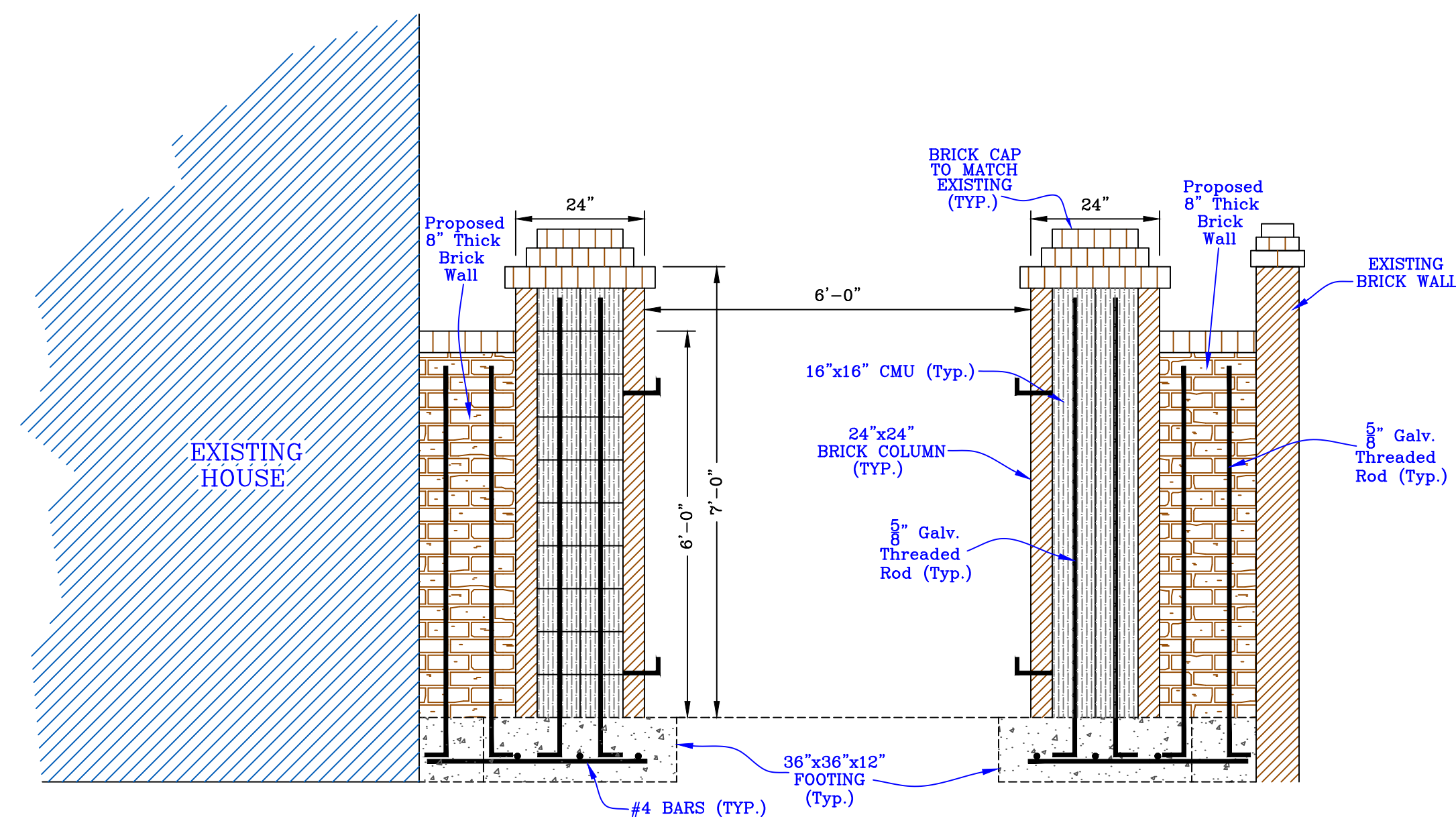


SECTION "B-B"  
SCALE - 1/2" = 1'-0"

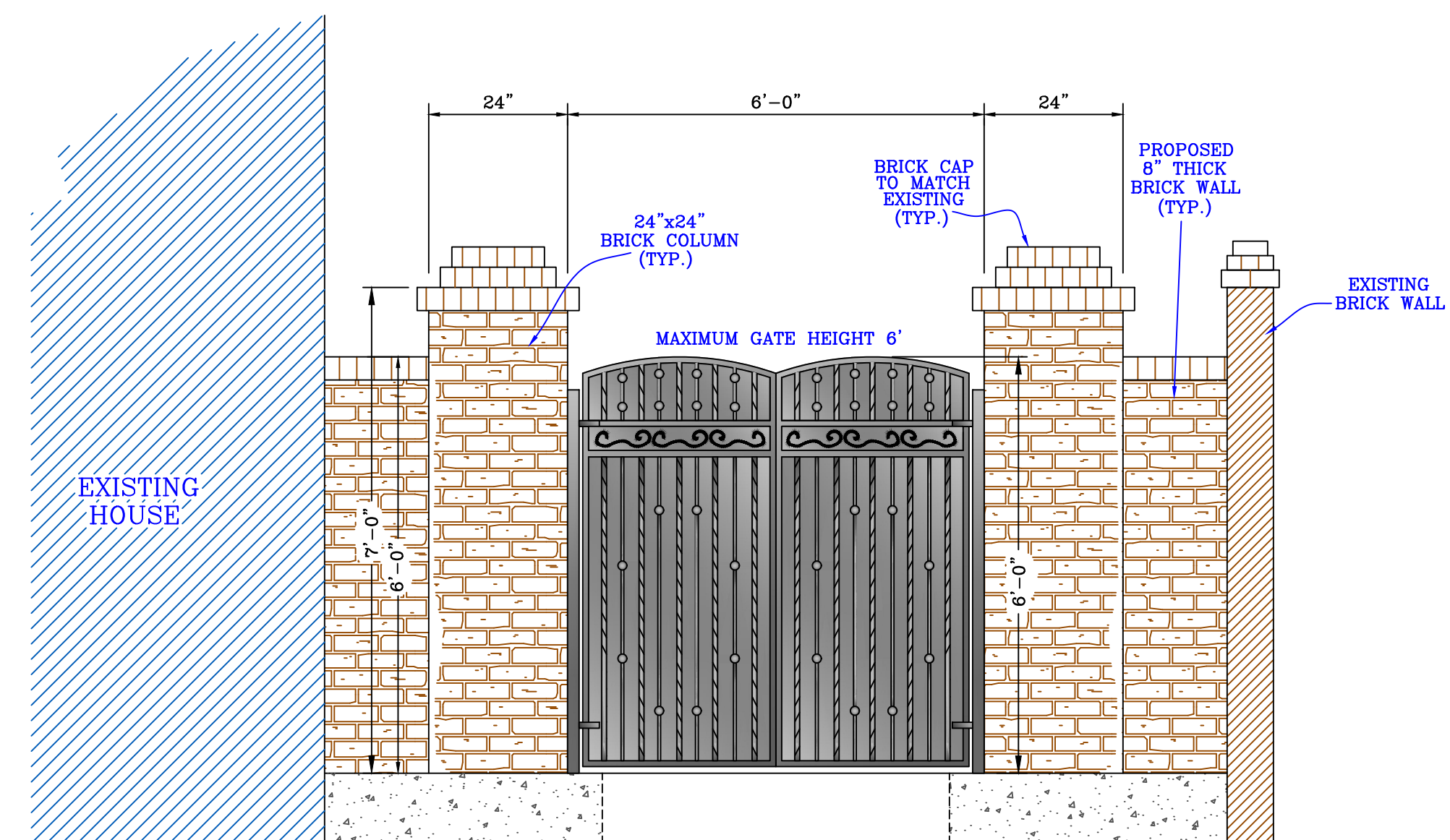


SCALE:	SHOWN	DATE:	8-17-2021	DRAWN BY:	T.E. CREDLE
THE McCLELLAN RESIDENCE					
NEW BERN, N.C.					
212 CHANGE STREET					DRAWING NUMBER

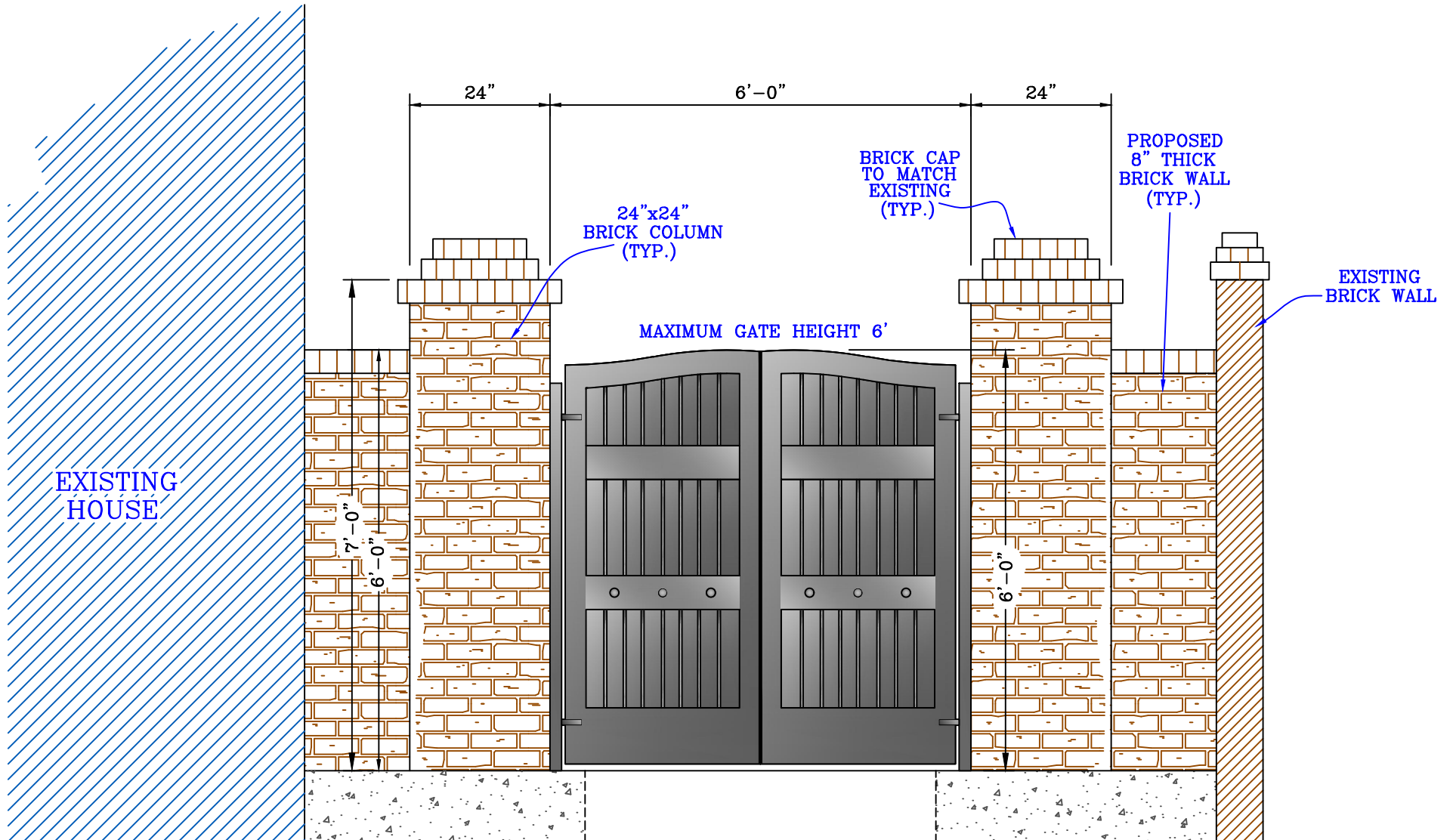




**COLUMNS AT GATE ENTRANCE DETAIL**  
 SCALE-1/2"=1'-0"



**COLUMNS AND GATES**  
 SCALE-1/2"=1'-0"



### COLUMNS AND GATES

SCALE-1/2"=1'-0"

**TARHEEL ASSOCIATES**  
BUILDING CONTRACTORS

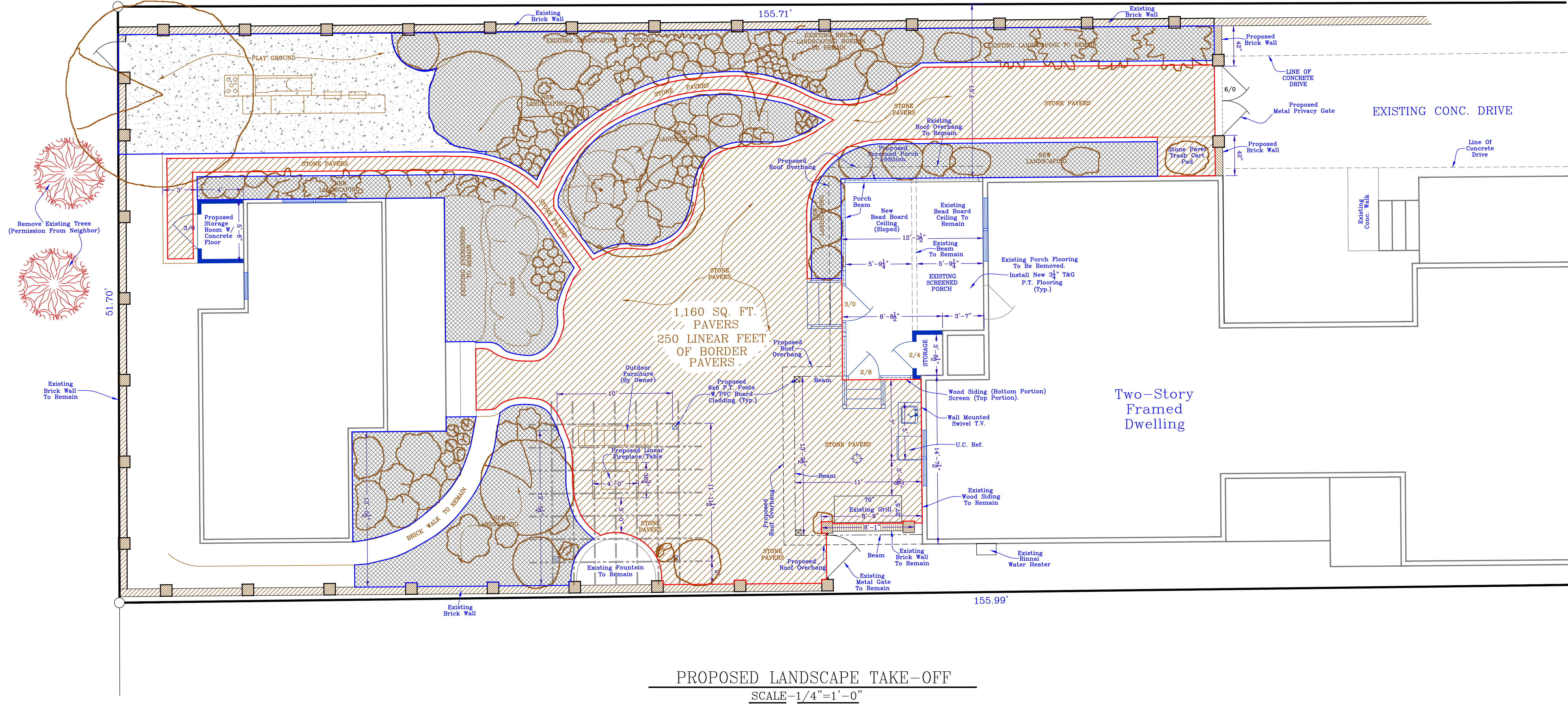
SCALE: 1/4"=1'-0" DATE: 3-16-2022 DRAWN BY: T.E.CREDLE

THE McCLELLAN RESIDENCE  
NEW BERN, N.C.

212 CHANGE STREET

DRAWING NUMBER



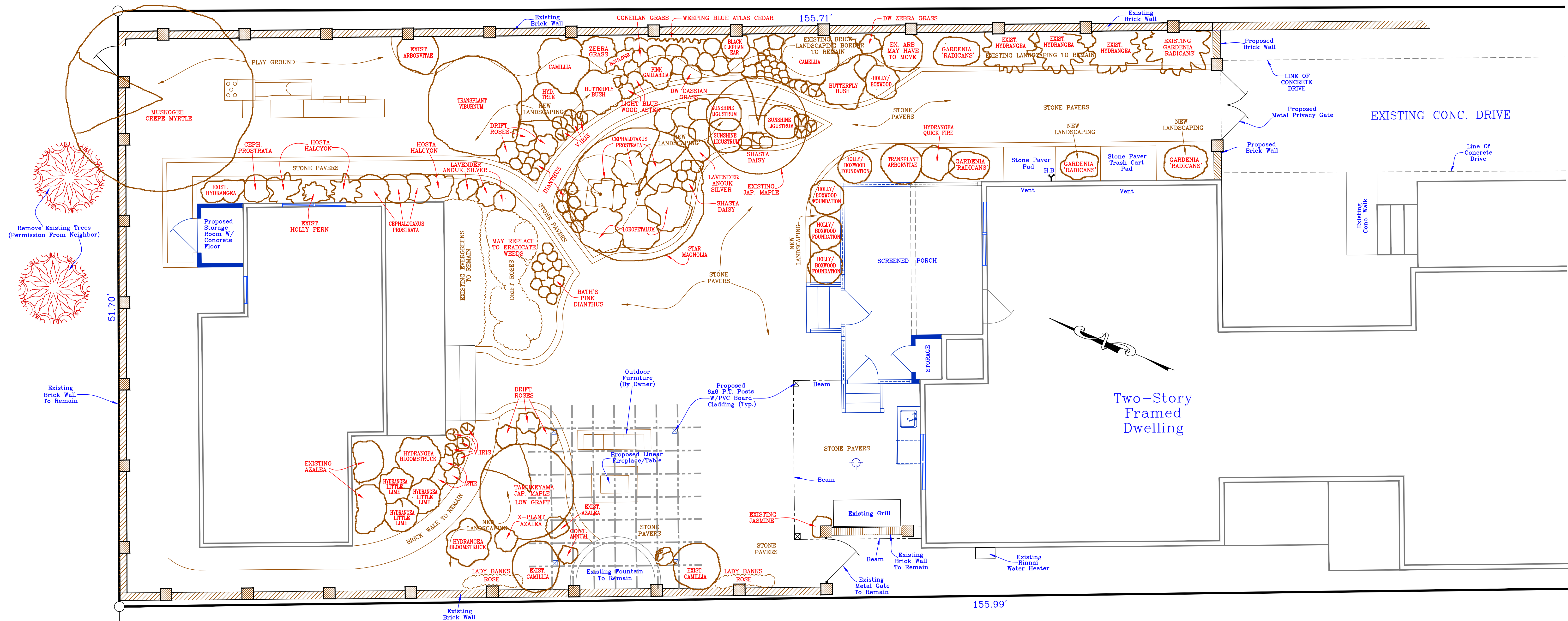
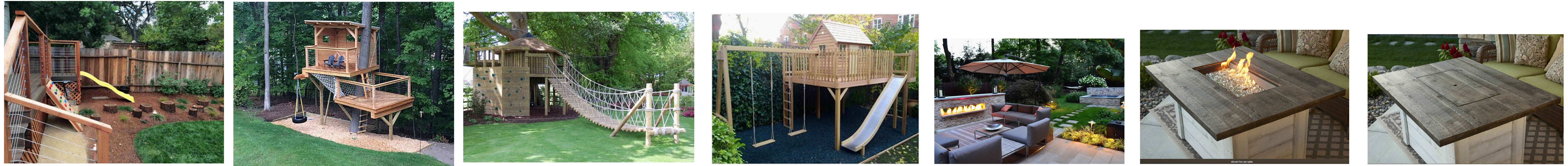


PROPOSED LANDSCAPE TAKE-OFF  
SCALE-1/4"=1'-0"



SCALE: 1/4"=1'-0"	DATE: 3-1-2022	DRAWN BY: T.E.CREDLE
THE McCLELLAN RESIDENCE NEW BERN, N.C.		
212 CHANGE STREET		DRAWING NUMBER





PROPOSED BACKYARD IMPROVEMENTS  
SCALE-1/4"=1'-0"





TREES

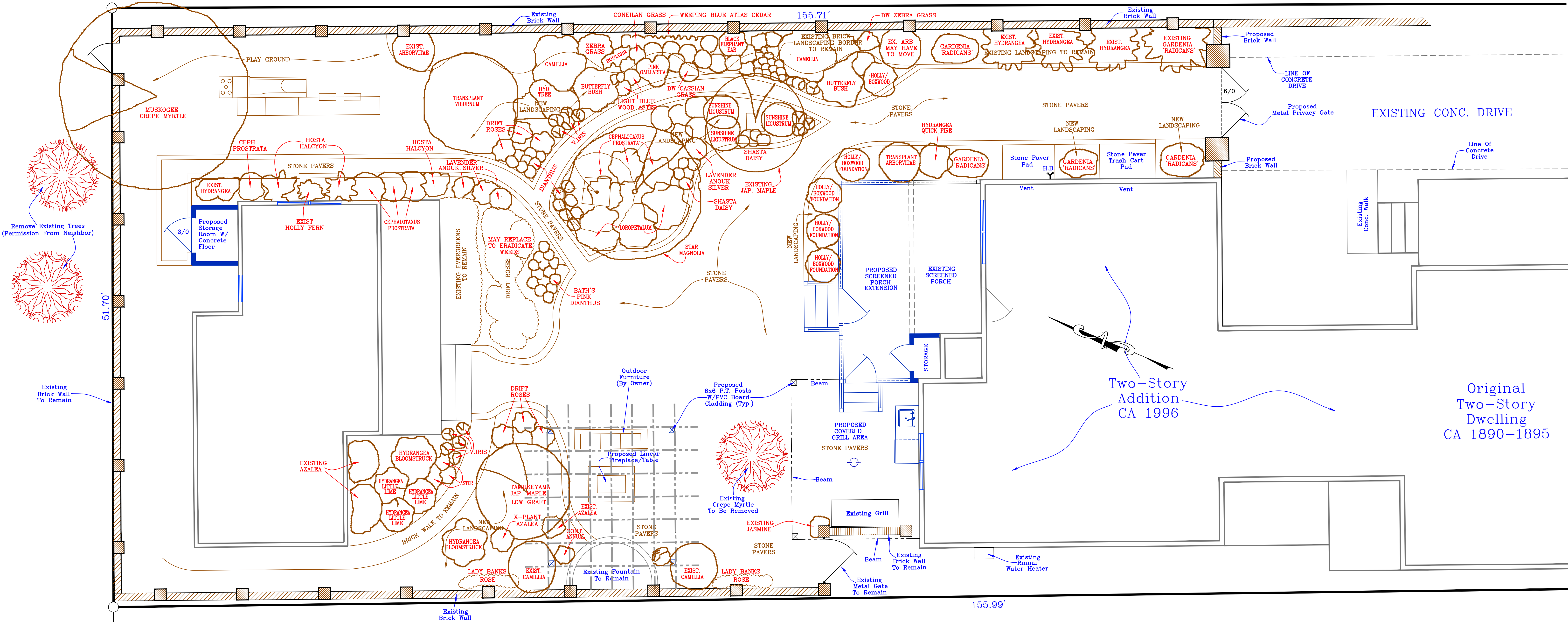
- \* To Be Removed:
  - o 1 x crape myrtle located at the northwest corner of the home
- \* New Plants:
  - o 1 x Crape Myrtle 'Muskogee' - minimum 10'
  - o 1 x Magnolia stellata (Star Magnolia) - 15G
  - o 1 x Acer palmatum 'Tamukeyama' (Japanese Maple) - 15G

SHRUBS

- \* 2 x Hydrangea macrophylla 'Bloomstruck' - 3G
- \* 3 x Hydrangea paniculata 'Little Lime' - 3G
- \* 1 x Hydrangea paniculata 'Limelight' - tree-form, 7G
- \* Hydrangea paniculata 'Little Quickfire' - 3G
- \* 2 x Lady Banks Rose - 3G
- \* 7 x Cephalotaxus 'Prostrata' - 3G
- \* 6 x Lavender Anouk Silver - 1G
- \* 6 x Drift Rose (color to be determined by nursery availability) - 3G
- \* 4 x Gardenia 'Radicans' - 3G
- \* 5 x Boxwood 'Sprinter' - 3G
- \* 3 x Butterfly Bush (cultivar to be determined by nursery availability) - 3G
- \* 1 x Weeping Blue Atlas Cedar - minimum 7G
- \* 3 x Ligustrum 'Sunshine' - 3G
- \* 2 x Camellia sasanqua (cultivar to be determined by nursery availability) - minimum 7G
- \* 3 x Loropetalum (cultivar to be determined by nursery availability) - 3G

PERENNIALS & GRASS

- \* 36 x Creeping Dianthus (color to be determined by nursery availability) - 1G
- \* 15 x Variegated Iris - 1G
- \* 10 x Shasta Daisy - 1G
- \* 6 x Wood Aster - 1G
- \* 3 x Black Elephant Ear - 1G
- \* 3 x Guara (color to be determined by nursery availability) - 1G
- \* 3 x Hosta 'Halcyon' - 1G
- \* 14 x Dwarf Fountain Grass (Cassian) - 3G
- \* 3 x Dwarf Maiden Grass (Zebra) - 3G



PROPOSED LANDSCAPING PLAN

SCALE - 1/4" = 1'-0"



SCALE: 1/4" = 1'-0" DATE: 3-9-2022 DRAWN BY: T.E. CREDLE

THE McCLELLAN RESIDENCE  
NEW BERN, N.C.

212 CHANGE STREET DRAWING NUMBER





## 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:** 212 Change St. – to include: an extension to the enclosed rear porch, rear roof overhang extension, a new pergola, a new brick and metal gateway, new landscaping, and a storage closet addition to the accessory dwelling unit all in the Secondary and Tertiary AVCs.

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

**Zoning District:** R-10

**Required Setbacks (primary structure):** Front average Side 5 ft Rear 6 ft

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

**Maximum Lot Coverage for proposed use:** 60%

**Maximum Height of Structure:** 45 ft

**Required Site Improvements:** Landscaping N/A Buffer N/A Parking N/A

**Other requirements:**

I have reviewed the application for proposed alterations to this property and have determined that it Meets ☒ Does Not Meet ☐ the requirements of the Land Use Ordinance.

**Comments:**

\_\_\_\_\_  
Zoning Administrator *[Signature]* 3/15/22

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

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

**Comments:**

*Building permit required*  
\_\_\_\_\_  
Chief Building Inspector *[Signature]* 3/15/22

## Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – March 16, 2022

**Applicant:** Dr. & Ms. Scott McClellan/Lucien Vaughn, Tarheel Associates, Inc.

**Applicant Address:** 212 Change St., New Bern, NC

**Project Address:** 212 Change St., New Bern, NC

**Historic Property Name:** Seymour Rental House

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

**NR Inventory Description (2003):** built ca. 1890-95; Two stories; L-plan; tall bay window in left front facade; wraparound porch; pedimented roof gables.

**Sandbeck Description (1988):** “... The house is distinguished by its four pedimented gables, ...”

**212 Change St.** - to include an extension to the enclosed rear porch, rear roof overhang extension, a new pergola, a new brick and metal gateway, new landscaping, and a storage closet addition to the accessory dwelling unit all in the Secondary and Tertiary AVCs.

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

### **Landscaping**

- 2.4.1 Maintain mature canopy trees. Mature tree removal and its replacement species must be recommended by a certified arborist. Replace removed trees with a similar canopy species at or near the location of the removed tree. Locate canopy trees to define the street edge at maturity.
- 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.
- 2.4.7 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.

### **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.

### **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.
- 3.1.5 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.

### **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.
- 3.2.3 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.

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

HPC Regular Meeting – March 16, 2022

### **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.
- 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.

### **Foundations**

- 4.1.1 Adhere to Guidelines for retention of historic fabric when altering foundation components.
- 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**

- 4.2.1 Adhere to Guidelines for retention of historic fabric when altering wall components.
- 4.2.4 Incorporate wood trims and articulate masonry appropriately for the application.

### **Entrances**

- 4.4.1 Adhere to Guidelines for retention of historic fabric when altering entrance components.
- 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.

### **Roofs**

- 4.5.1 Adhere to Guidelines for retention of historic fabric when altering roof components.
- 4.5.4 Standing seam metal roofs shall have a pan width no greater than 24 inches. Pans shall be completely flat without corrugation. Provide double locked seams with flush ridge and hip flashings on contributing structures.

### **Masonry**

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



## Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – March 16, 2022

- 5.1.4 Select mortar with appropriate strength properties for masonry units involved. A commonly used mix for softer, historic masonry is one- part portland cement, two parts hydrated lime and nine parts sand.
- 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.

### 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.

### Metals

- 5.3.1 Adhere to Guidelines for retention of historic fabric when altering metal materials.
- 5.3.2 Use metal fabrications found in adjoining work. In general, new material should be the same dimension, shape, and alloy of that existing.
- 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.

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

- 1. The project is located in the *Narrow Stitch* development pattern, primarily in the Tertiary, but also the Secondary AVCs;
- 2. The proposal is a project that is a combination of rear porch and patio expansion, landscaping, and a new rear yard gate;
- 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 an extension to the enclosed rear porch, rear roof overhang extension, a new pergola, a new brick and metal gateway, new landscaping, and a storage closet addition to the accessory dwelling unit all in the Secondary and Tertiary AVCs.**



## CERTIFICATE OF APPROPRIATENESS

**Applicant(s):** Lucien Vaughn, Tarheel Associates, Inc.

**Authorized Representative (if different):**

**Property Owner(s):** Dr. & Ms. Scott McClellan

**Property Address:** 212 Change St., New Bern, NC

**Description of Work:** to include: an extension to the enclosed rear porch, rear roof overhang extension, a new pergola, a new brick and metal gateway, new landscaping, and a storage closet addition to the accessory dwelling unit all in the Secondary and Tertiary AVCs.

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

Comments/Signature/Date:

**ZONING ADMINISTRATOR:**

*[Signature]* 3/31/22

**CHIEF BUILDING INSPECTOR:**

*Building Permit Required*  
*[Signature]* 3-31-22

The Historic Preservation Commission reviewed the application on 03/16/2022 and

Approved **X** Disapproved \_\_\_\_\_ Approved (with conditions listed below) \_\_\_\_\_  
the request in accordance with the New Bern Historic District Ordinance and Design Guidelines.

Historic Preservation Administrator

*[Signature]*

Date: March 30, 2022

**Expiration Date: 3/30/2023**

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

**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**

**\* Modification Of Existing COA**  
**(Approved 3/16/22)**

**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.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):**

212 Change St., New Bern ca. 1890-1895 Note: Rear 2-story addition w/connecting link ca. 1996

**Property Owner Name(s):**

Dr. and Mrs. Scott McClellan

**Owner Mailing Address:**

212 Change St., New Bern

**Phone #s:**

252-624-4809

**Email:**

taygrayson@gmail.com

**Applicant Name (if different):**

Lucien Vaughn  
 Tarheel Associates Inc.

**Applicant Mailing Address:**

P.O. Box 12666  
 New Bern, NC 28561

**Phone #s:**

252-633-6452

**Email:**

lucien@tarheelassociates.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)**

- Install an in-ground fiberglass pool
- Install an above-ground fiberglass hot tub

Note: See renderings on drawings

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):**

(See attachment)

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).

(See pdf attachments emailed with this application)

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

10/13/22

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.

**PROJECT: McClellan Residence – Pool and Hot Tub Project  
212 Change St.**

## **Historic District Guidelines**

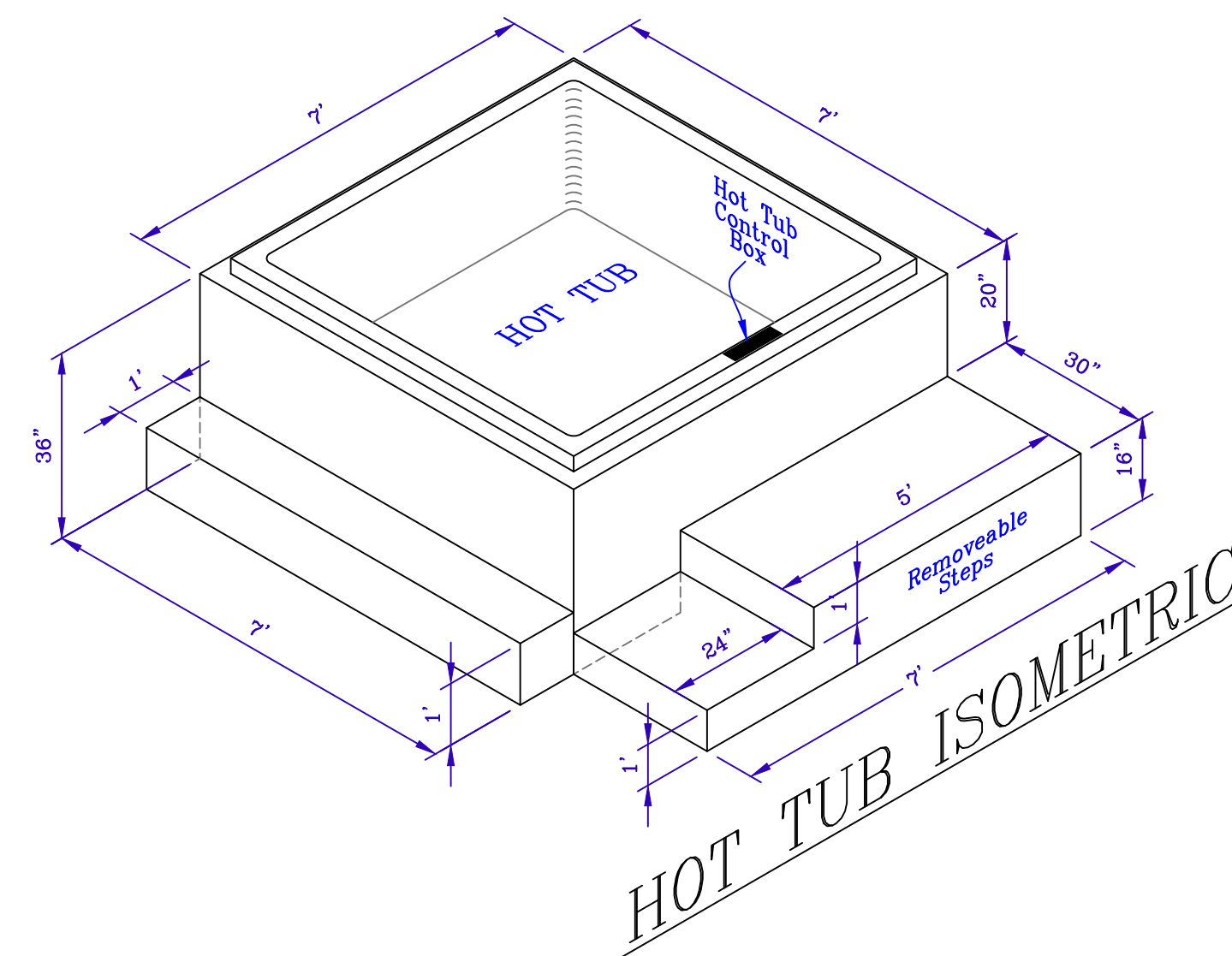
### **Guidelines for Design Principles**

- 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.

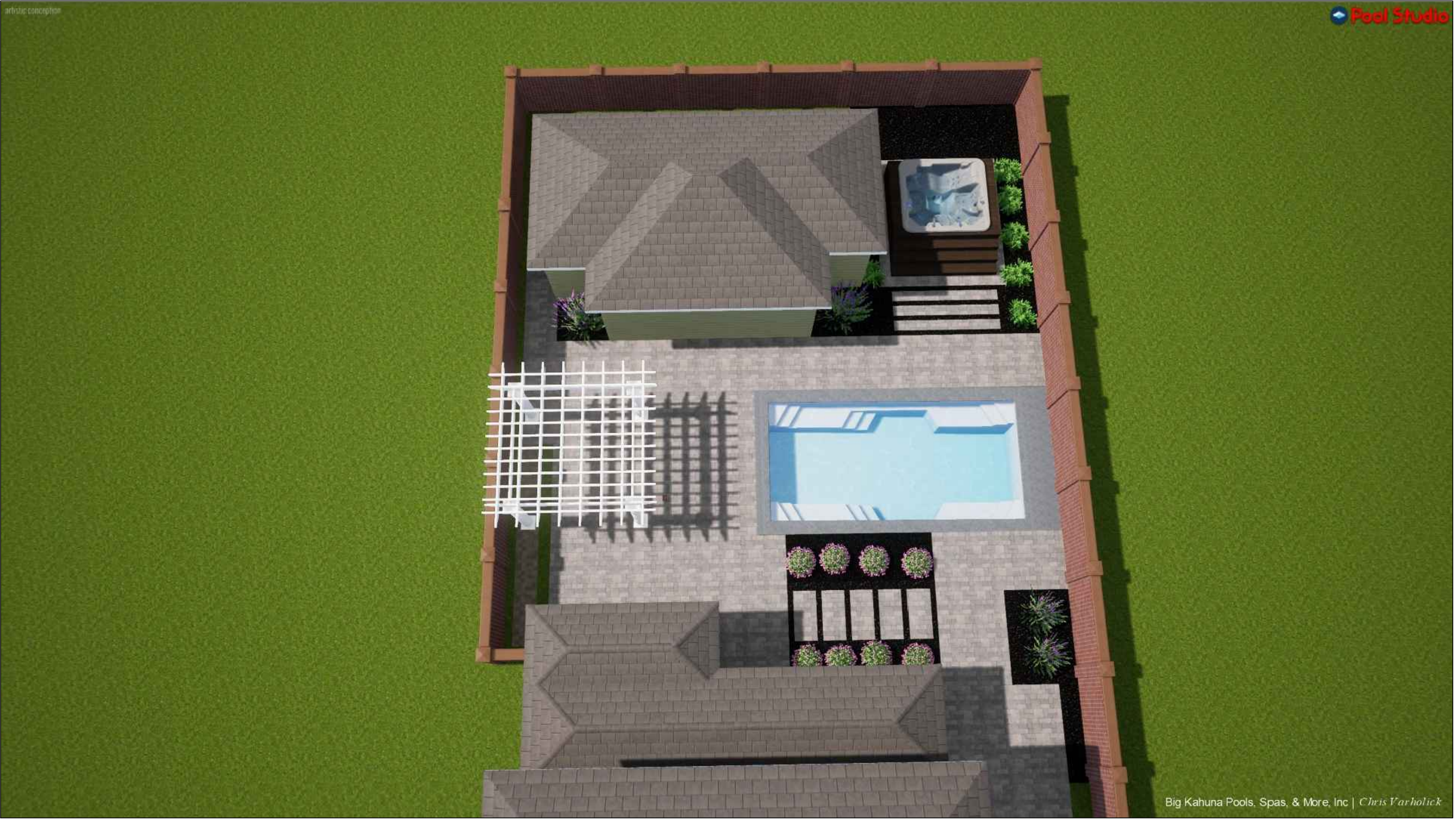
### **Guidelines for Decks and Patios**

- 4.6.2 Locate decks in Secondary and Tertiary AVCs, and screen the underside with shrubbery, fencing, lattice, or masonry.
- 4.6.3 Structurally separate decks to allow removal without damaging the historic structure.
- 4.6.4 Construct low profile decks and patios that eliminate requirements for handrails and excessive screening.













## 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:** 212 Change St. – to include to add a pool and paved area around the pool in the Tertiary AVC.

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

Zoning District: R-10

Required Setbacks (primary structure): Front average Side 5 ft Rear 6 ft

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

Maximum Lot Coverage for proposed use: 60%

Maximum Height of Structure: 45 ft

Required Site Improvements: Landscaping N/A Buffer N/A Parking N/A

Other requirements:

I have reviewed the application for proposed alterations to this property and have determined that it Meets ☒ Does Not Meet \_\_\_\_\_ the requirements of the Land Use Ordinance.

Comments:

Zoning Administrator

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

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

Comments:

Ensure all pool barrier requirements are met.

Chief Building Inspector

## Certificate of Appropriateness Findings and Recommendations

HPC Regular Meeting – October 19, 2022

**Applicant:** Dr. & Ms. Scott McClellan/Lucien Vaughn, Tarheel Associates, Inc.

**Applicant Address:** 212 Change St., New Bern, NC

**Project Address:** 212 Change St., New Bern, NC

**Historic Property Name:** Seymour Rental House

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

**NR Inventory Description (2003):** built ca. 1890-95; Two stories; L-plan; tall bay window in left front facade; wraparound porch; pedimented roof gables.

**Sandbeck Description (1988):** “... The house is distinguished by its four pedimented gables, ...”

**212 Change St.** – to add a pool and hot tub in the Tertiary AVC as an amendment to the previously approved CoA.

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

### **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.
- 2.4.5 Locate accessory structures and similar site improvements to avoid removing healthy, mature trees of desirable species.

### **Accessory Structures**

- 2.6.1 Locate accessory structures in Secondary or Tertiary AVCs, and behind primary structures when possible. Accessory structures are to be secondary to the primary structure in regard to mass, scale, form, and texture.

### **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.

**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 a pool and a hot tub;
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 add a pool and hot tub in the Tertiary AVC as an amendment to the previously approved CoA.**



**FEE SCHEDULE** (office use only)

[ ] \$22 Standard Application [minor]  
 [ X ] \$107 Projects Requiring Design Review\*



**NEW BERN**  
 NORTH CAROLINA

*Everything comes together here*

## APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

*(for Alteration to Properties in Locally Designated Historic Districts)*

HPC Administrator  
[HPAdmin@newbern-nc.org](mailto:HPAdmin@newbern-nc.org)  
 Work (252) 639-7583  
 Fax: (252) 636-2146

RECEIVED  
 MAR 04 2021  
 BY: *HS*

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]: 211 Johnson Street

Construction: according to Peter Sandbeck 1800-1805 original construction; remodeled: 1830-1840; Addition: ca 1950

Property Owner Name[s]:  
 M/M Douglas Townsend

Owner Mailing Address:  
 121 Front Street  
 Beaufort, NC

Phone #'s:  
 919.630.9530

Email:  
 dtownsend350@gmail.com

Applicant Name [if different]:  
 C. R. Francis / Architecture, p.a.

Applicant Mailing Address:  
 329 Middle Street  
 New Bern, NC 28560

Phone #'s:  
 252.637.1112

Email:  
 crfrancis1@embarqmail.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:

Phase 1: The modification of the ~1950 addition to renovate the kitchen and provide more access to the exterior by replacing the window wall on the east elevation with an operable glazed partition similar to a large glazed bifold door and placing in front of the existing wall an attached new covered walk with post spacing matching the existing. The walking surface of the covered walk will be shall brick steps transitioning from the interior floor level to the level of the phase 2 terrace. The covered walk will end in an addition to the existing screened in porch in which we will add a ballast stone fireplace on the east end. On the south side of the ~1950 addition, we will be adding a new dressing and bath to be used in conjunction with the former adjacent kitchen which will be converted to a master bedroom. This portion of the work will fill the area between the "kitchen" and the existing garage with the new work abutting the garage, but without access to the garage.

Phase 2: New brick paved terracing and a pool will be added on the site. A new fence is planned to run along the east property line.

2. Reference the specific Guideline[s] in the "Historic District Guidelines" which you believe apply to this project:

2.4.4; 2.5.1; 2.5.3; 3.1.1; 3.1.4; 3.1.5; 3.3.1; 3.3.2; 3.3.3; 3.4.3; 3.4.4; 4.1.3; 4.1.4; 4.2.2; 4.2.3; 4.2.4; 4.2.5; 4.3.2; 4.6.4; 5.1.2; 5.2.2

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].

Siding: Mixed use of flush ship-lapped siding and matching the original lapped siding. Trims: Wood. Windows: Full glazed wood frames. Doors: Glazed Bi-fold Wood. Roofing: New roofs – TPO over tapered rigid insulation. Foundation Walls: Brick matching the ~1950 addition.

### III. Additional Information Provided: [See "CoA Instructions" for more detail]

Plans 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
- ☒ Elevations with dimensions
- ☐ 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 prior to submittal for initial review of the application and advisement if additional information will be required before consideration at an Historic Preservation Commission meeting.

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.



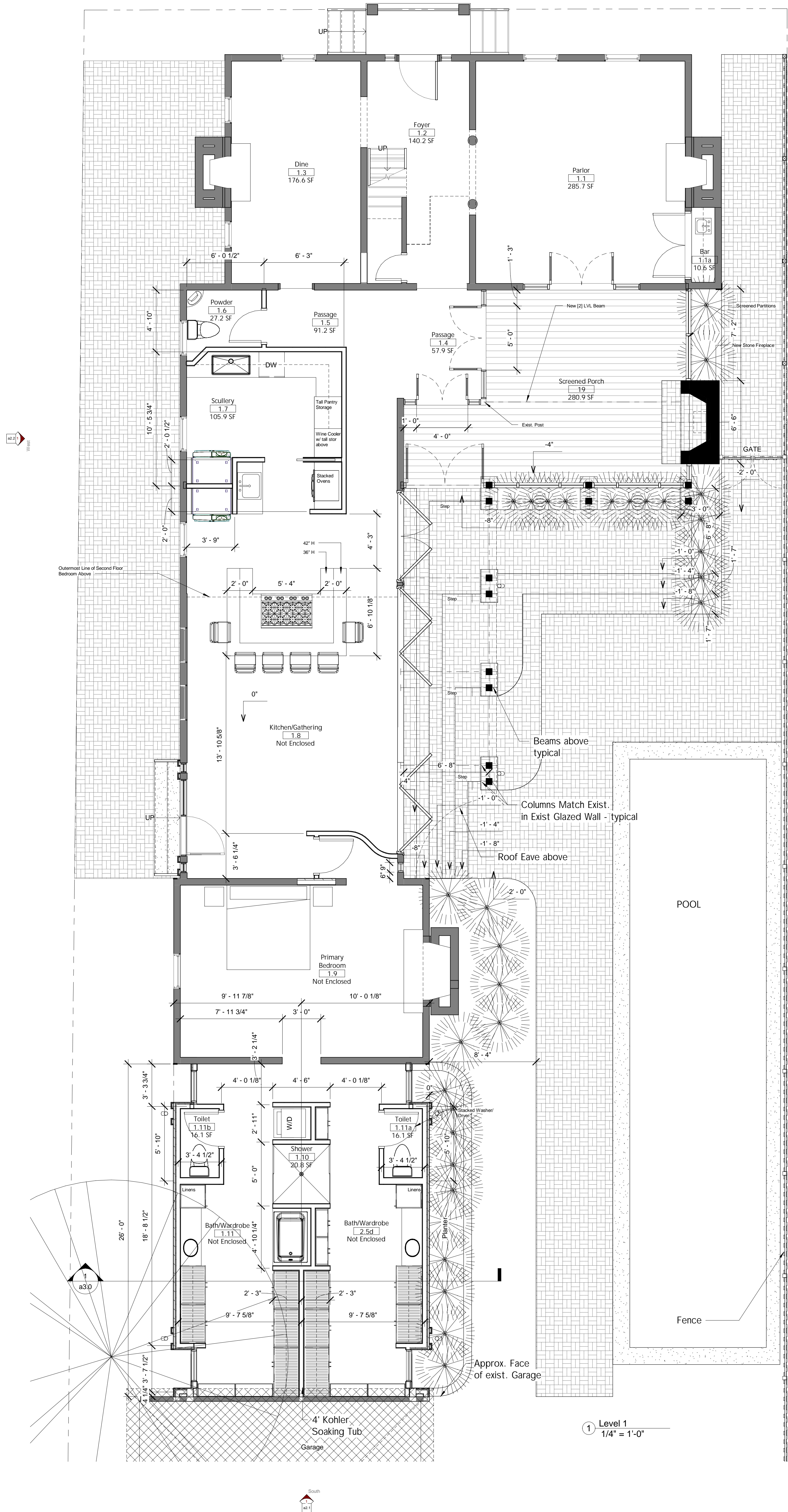
Signature of applicant

04 March 2021

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 NEW BERN HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.**





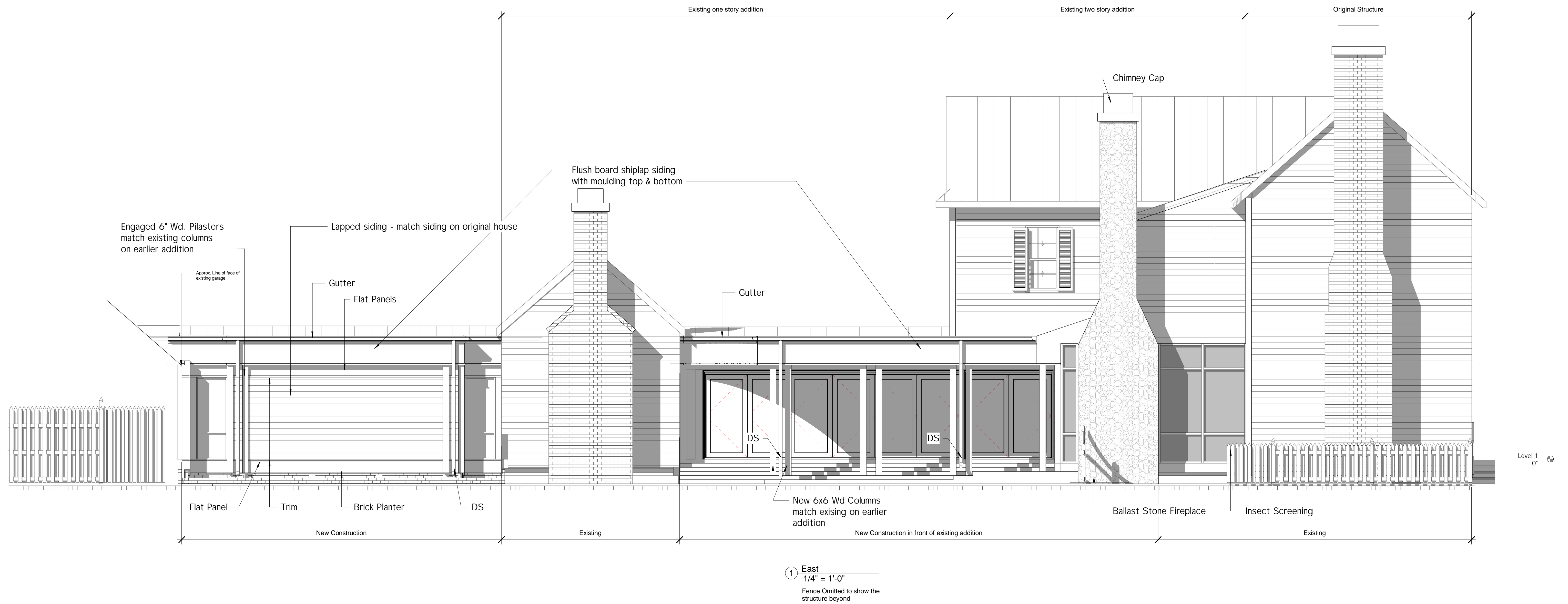
Residence Renovation: 211 Johnson Street

M/M W. L. Douglas Townsend, Jr.





C. R. FRANCIS / ARCHITECTURE



Residence Renovation: 211 Johnson Street  
M/M W. L. Douglas Townsend, Jr.



① South  
1/4" = 1'-0"

Residence Renovation: 211 Johnson Street  
M/M W. L. Douglas Townsend, Jr.





C. R. FRANCIS / ARCHITECTURE



① West  
1/4" = 1'-0"

Residence Renovation: 211 Johnson Street  
M/M W. L. Douglas Townsend, Jr.













Previously approved:







## 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:** 211 Johnson St. – to include constructing: a screened extension to the rear screened porch, a new fireplace and chimney on the side of the screened porch, revisions to the east wall of the existing one-story addition, revisions to the rear terrace, a terrace roof, a one-story addition, a pool, and fencing, all in the Secondary and Tertiary AVCs.

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

Zoning District: R-10

Required Setbacks (primary structure): Front average Side 5 ft Rear 6 ft

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

Maximum Lot Coverage for proposed use: 60%

Maximum Height of Structure: 45 ft

Required Site Improvements: Landscaping N/A Buffer N/A Parking N/A

Other requirements:

I have reviewed the application for proposed alterations to this property and have determined that it Meets ☒ Does Not Meet \_\_\_\_\_ the requirements of the Land Use Ordinance.

Comments:

Zoning Administrator *[Signature]* 3/11/21

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

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

Comments:

Chief Building Inspector *[Signature]* 3/11/21



## Certificate of Appropriateness Findings & Recommendations

HPC Meeting March 17, 2021

**Applicant:** Mr. & Ms. Douglas Townsend/C. R. Francis Architecture, P.A.  
**Applicant Address:** 121 Front St., Beaufort, NC  
**Project Address:** 211 Johnson St., New Bern, NC

**211 Johnson St.** – to include constructing: a screened extension to the rear screened porch, a new fireplace and chimney on the side of the screened porch, revisions to the east wall of the existing one-story addition, revisions to the rear terrace, a terrace roof, a one-story addition, a pool, and fencing, all in the Secondary and Tertiary AVCs.

### **NR Inventory (2003) Information**

**Historic Property Name:** Mitchell-Stevenson House, built ca. 1800-1805/1830-1840

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

**Description:** Two stories; four bays wide; exterior end chimneys; gable-end roof; attic dormers.

**Sandbeck Description** (1988): “Joshua Mitchell, a respected New Bern brick-mason, ...had this house constructed ... . Mitchell was described ... as ‘a master workman who made many of the brick houses and chimneys erected in town.’ ... Flanking the house are two fine Flemish-bond single paved-shoulder chimneys, very likely built by Joshua Mitchell, himself. ... The entire house is covered with beaded weatherboarding. ... The large two-story rear ell was added during the twentieth century, connecting the house to its original, but much-altered, kitchen. An early nineteenth century two-story porch shelters the rear elevation. ...”

[See handout for description of beaded weatherboarding.]

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

#### **Fences and Garden Walls**

- 2.5.1 Fences and walls based on historic designs are encouraged. Incorporate materials and configurations that relate to the architecture of the principal structure on the site. Use fences and walls to demarcate property lines and screen private areas.
- 2.5.2 In a Primary AVC, erect low fences and walls with a vertical dimension of four feet or less. Space rectangular wood planks about one inch apart. Space square wood and iron pickets about three inches apart. Orient pickets vertically.
- 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.
- 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.

#### **Modifications**



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

HPC Meeting March 17, 2021

- 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.
- 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.

### **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.
- 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.

### **Foundations**

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

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

- 4.2.1 Adhere to Guidelines for retention of historic fabric when altering wall components.
- 4.2.4 Incorporate wood trims and articulate masonry appropriately for the application.

### **Roofs**

- 4.5.1 Adhere to Guidelines for retention of historic fabric when altering roof components.

### **Decks and Patios**

- 4.6.1 Adhere to Guidelines for retention of historic fabric when altering deck components.
- 4.6.4 Construct low profile decks and patios that eliminate requirements for handrails and excessive screening.

### **Guidelines for Masonry**

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

- 5.2.1 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.

### **Metals**

- 5.3.1 Adhere to Guidelines for retention of historic fabric when altering metal materials.

### **Paint**



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

HPC Meeting March 17, 2021

- 5.4.1 Adhere to Guidelines for retention of historic fabric when altering painted materials.
- 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.

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

- 1. The structure is a contributing resource in the *Tight Weave* development pattern;
- 2. The project is within the Secondary and Tertiary AVCs;
- 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 constructing: a screened extension to the rear screened porch, a new fireplace and chimney on the side of the screened porch, revisions to the east wall of the existing one-story addition, revisions to the rear terrace, a terrace roof, a one-story addition, a pool, and fencing, all in the Secondary and Tertiary AVCs.**





## CERTIFICATE OF APPROPRIATENESS AMENDMENT

**Applicant(s):** C.R. Francis/Architecture, P.A.

**Authorized Representative (if different):**

**Property Owner(s):** Mr. & Ms. Douglas Townsend

**Property Address:** 211 Johnson St., New Bern NC 28560

**Description of Work:** to include constructing: a screened extension to the rear screened porch, a new fireplace and chimney on the side of the screened porch, revisions to the east wall of the existing one-story addition, revisions to the rear terrace, a terrace roof, a one-story addition, a pool, and fencing, all in the Secondary and Tertiary AVCs. AMENDMENT to allow elevating rear portion of the project (historic kitchen) to align floor elevations.

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

Comments/Signature/Date:

**ZONING ADMINISTRATOR:**

N/A

**CHIEF BUILDING INSPECTOR:**

*Building Permit Required*

*Matt Beall 6-9-21*

The Historic Preservation Commission reviewed the application on 3/17/2021 and the HPA on 4/20/2021 and

Approved ☐ Disapproved ☐ Approved (with conditions listed below) ☒  
the request in accordance with the New Bern Historic District Ordinance and Guidelines.

**Condition: A landscaping plan will be submitted and approved at the point in time when it is appropriate, which is prior to the removal of existing landscaping and trees. The landscape plan is to include which trees are proposed to replace the trees that are proposed to be removed.**

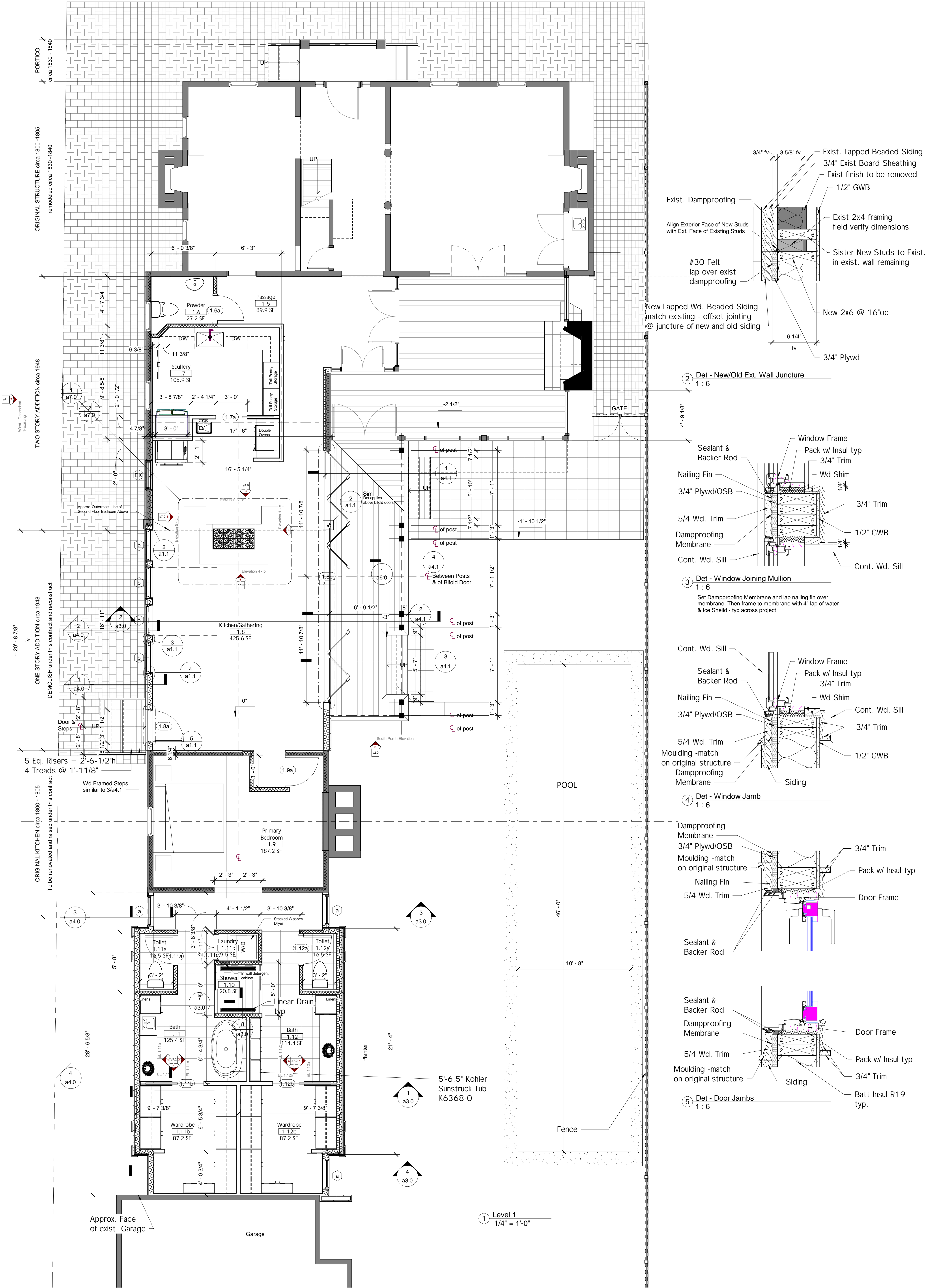
Historic Preservation Administrator: 

Date: June 9, 2021

**Expiration Date: 6/9/2022**

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





Residence Renovation: 211 Johnson Street

M/M W. L. Douglas Townsend, Jr.



C. R. FRANCIS / ARCHITECTURE

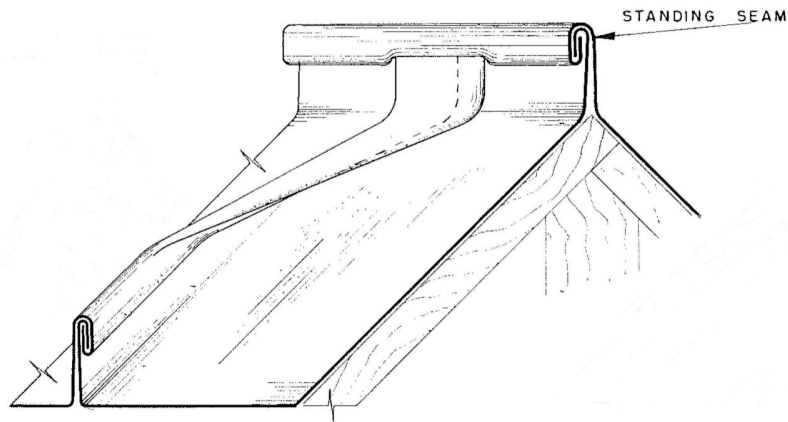
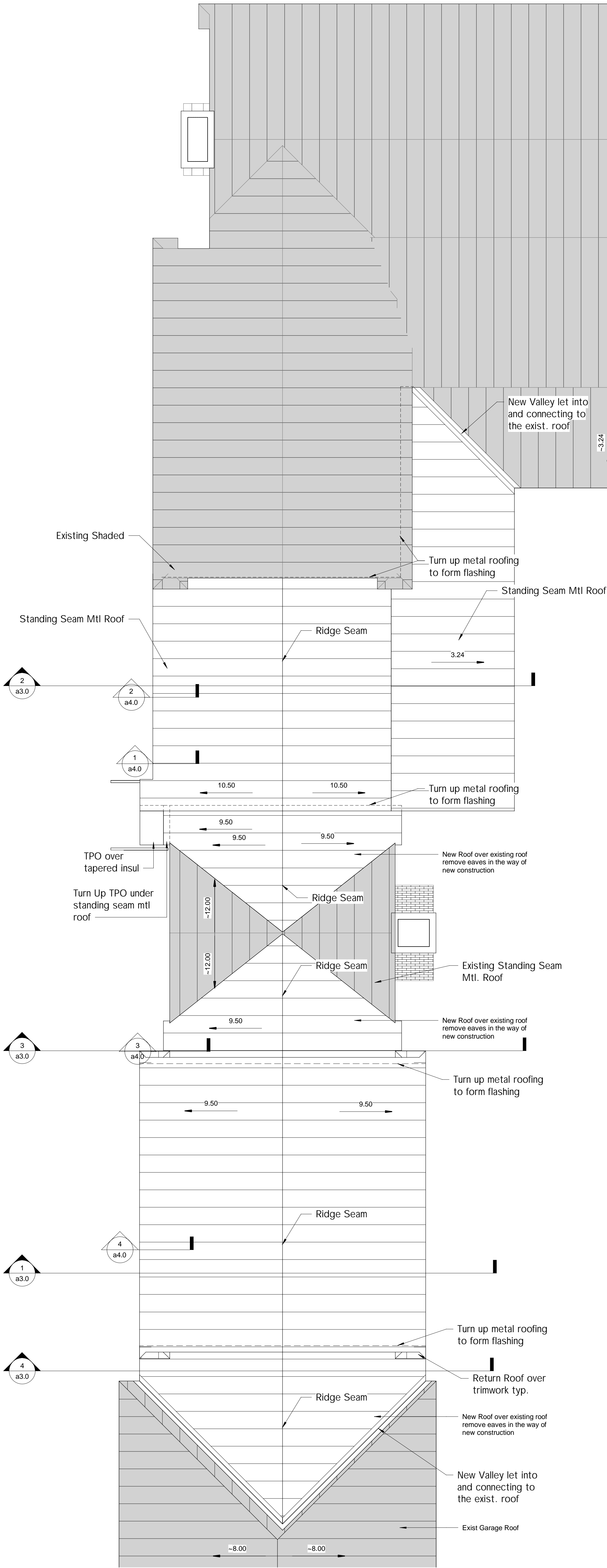
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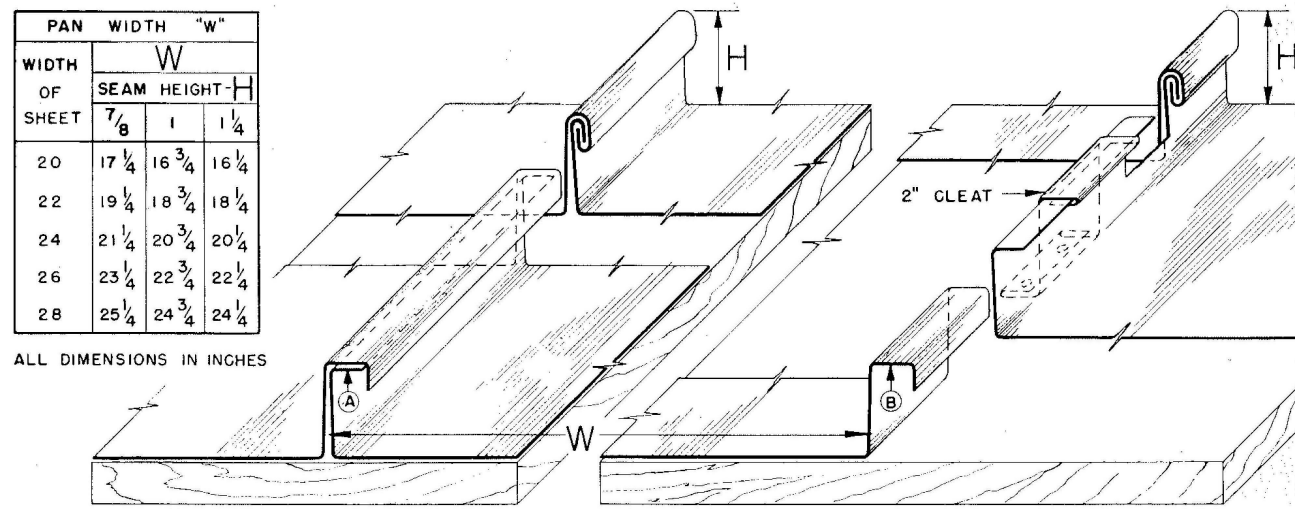
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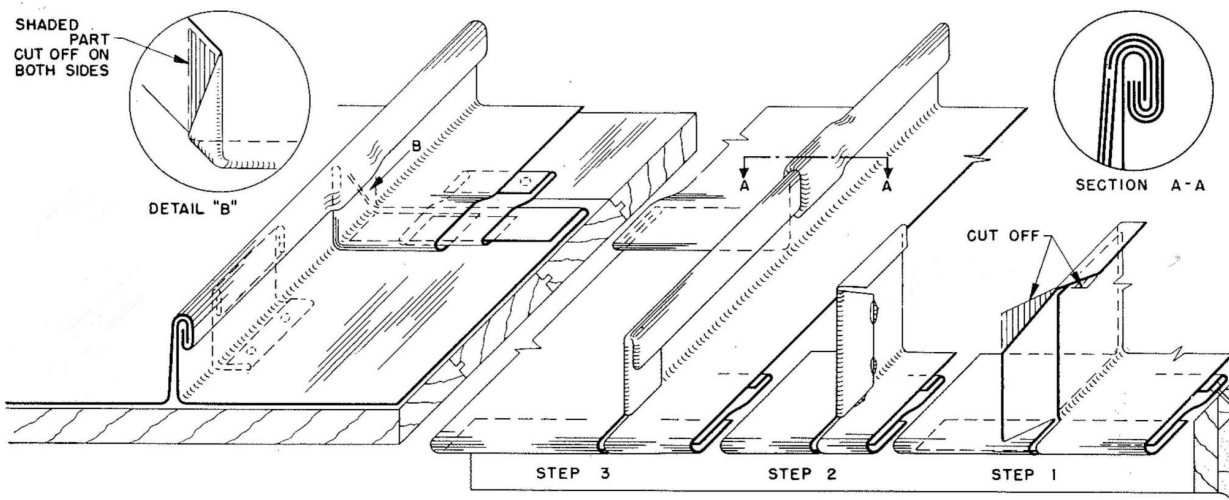




RIDGE / HIP RIDGE SEAM DEVELOPMENT



PREFORMED PAN / STANDING SEAM DEVELOPMENT



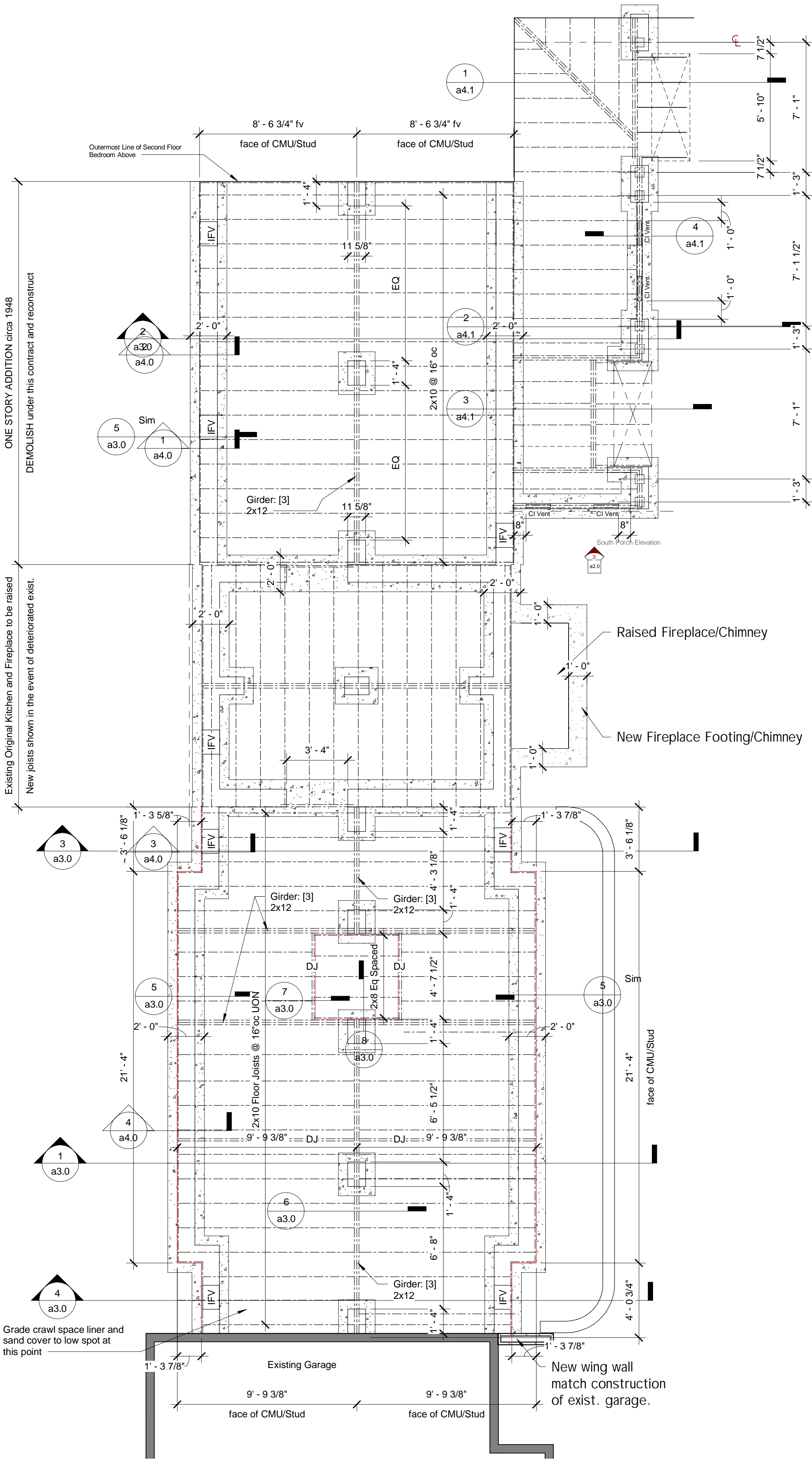
CROSS SEAM AND STANDING SEAM END DEVELOPMENT

## Residence Renovation: 211 Johnson Street

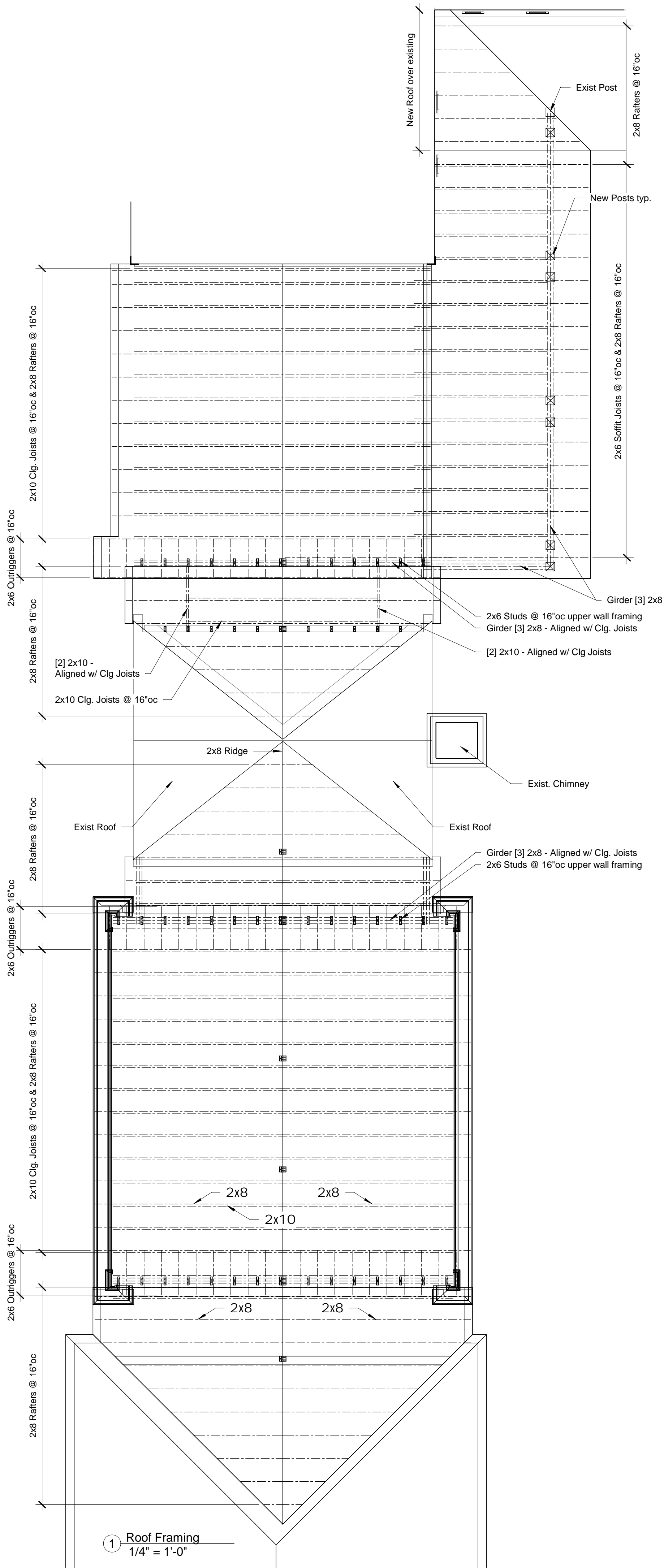
M/M W. L. Douglas Townsend, Jr.



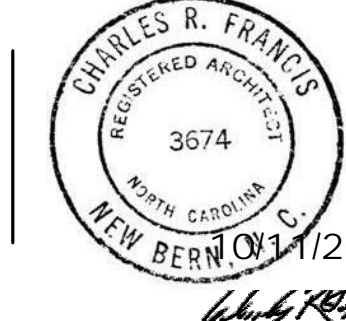




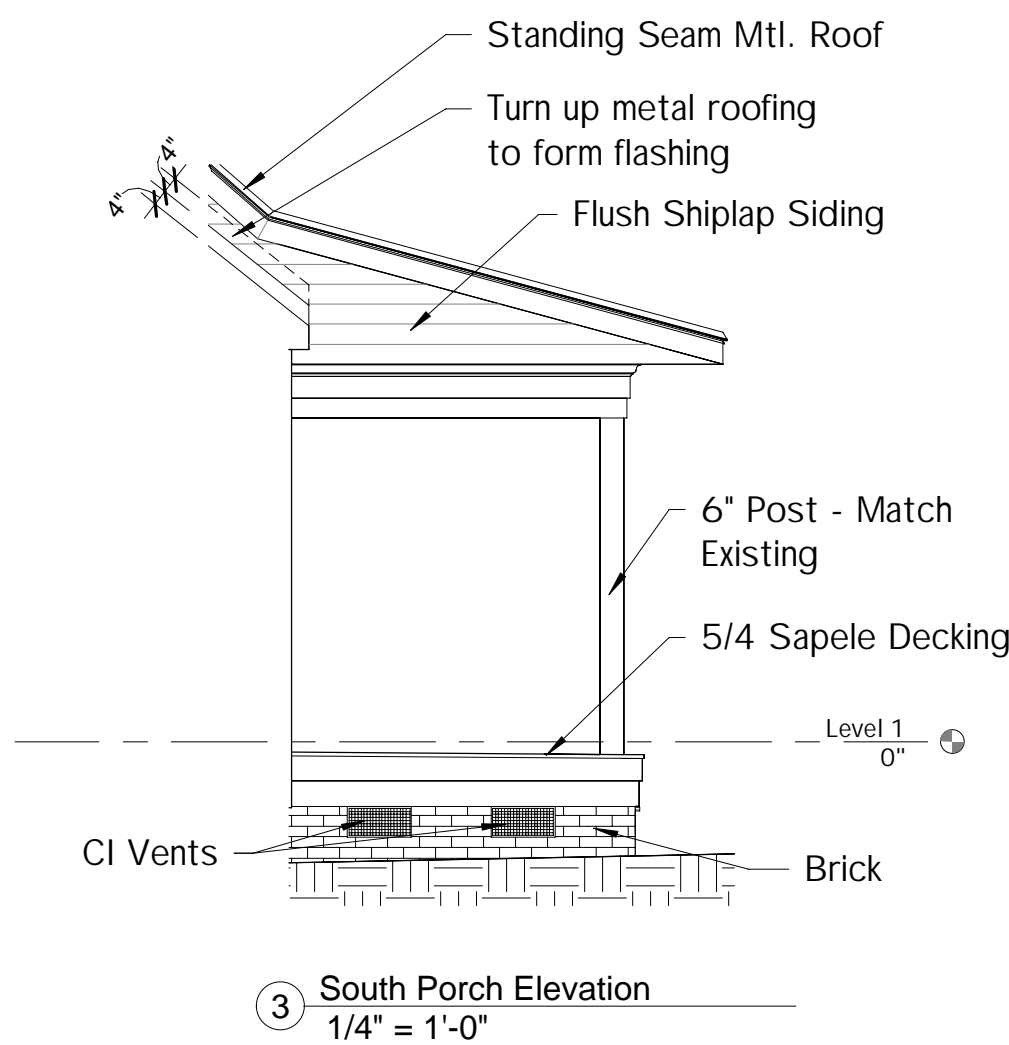
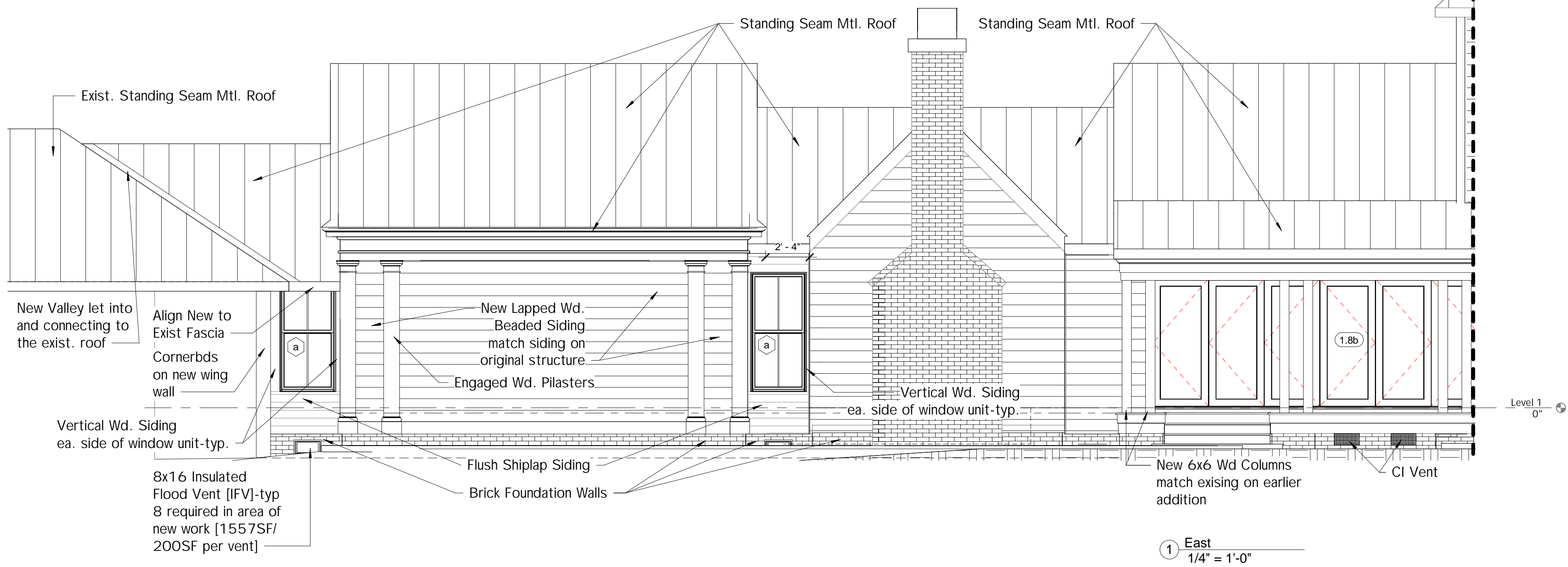
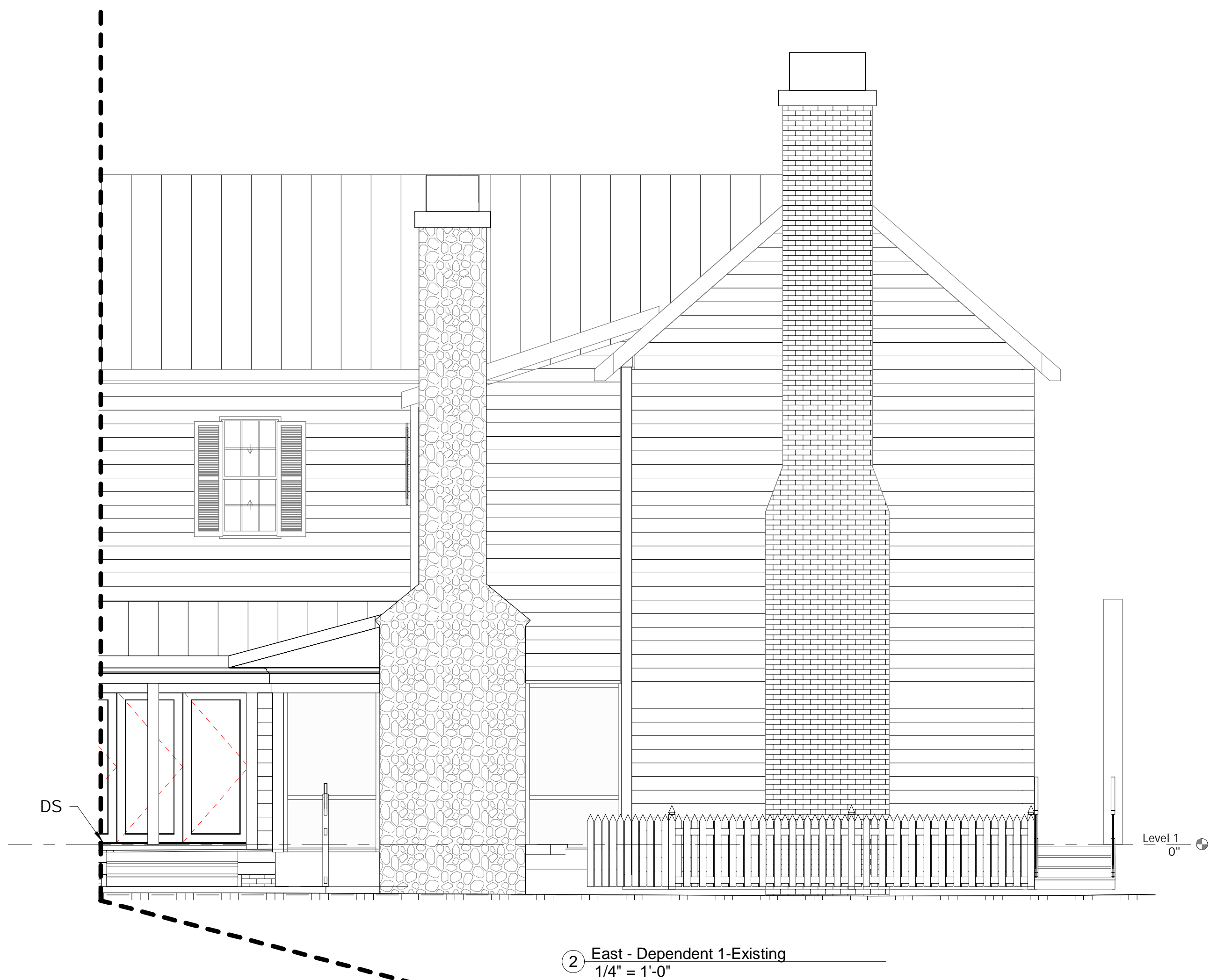
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1/4" = 1'-0"



① Roof Framing  
1/4" = 1'-0"







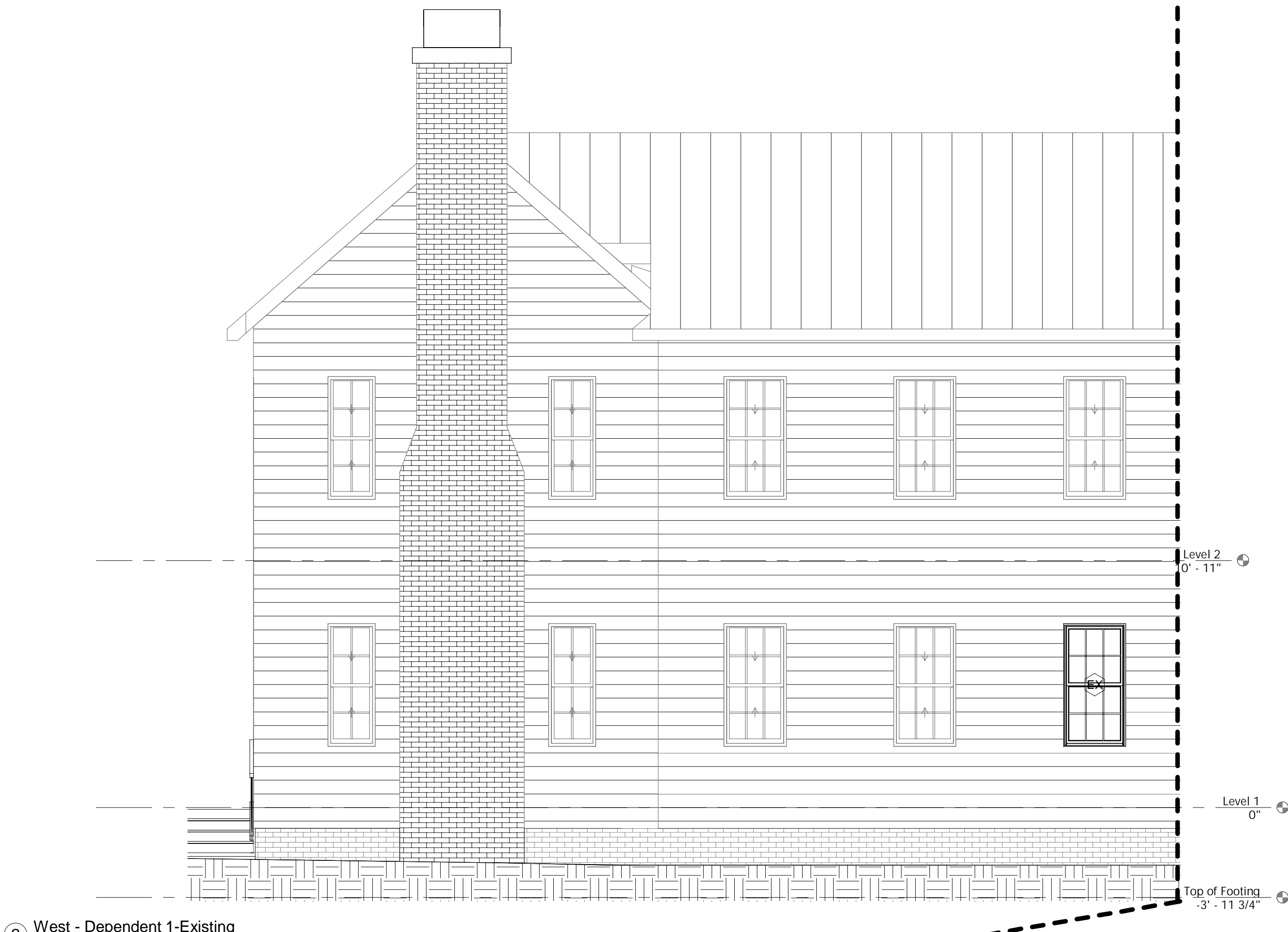
# Residence Renovation: 211 Johnson Street

M/M W. L. Douglas Townsend, Jr.

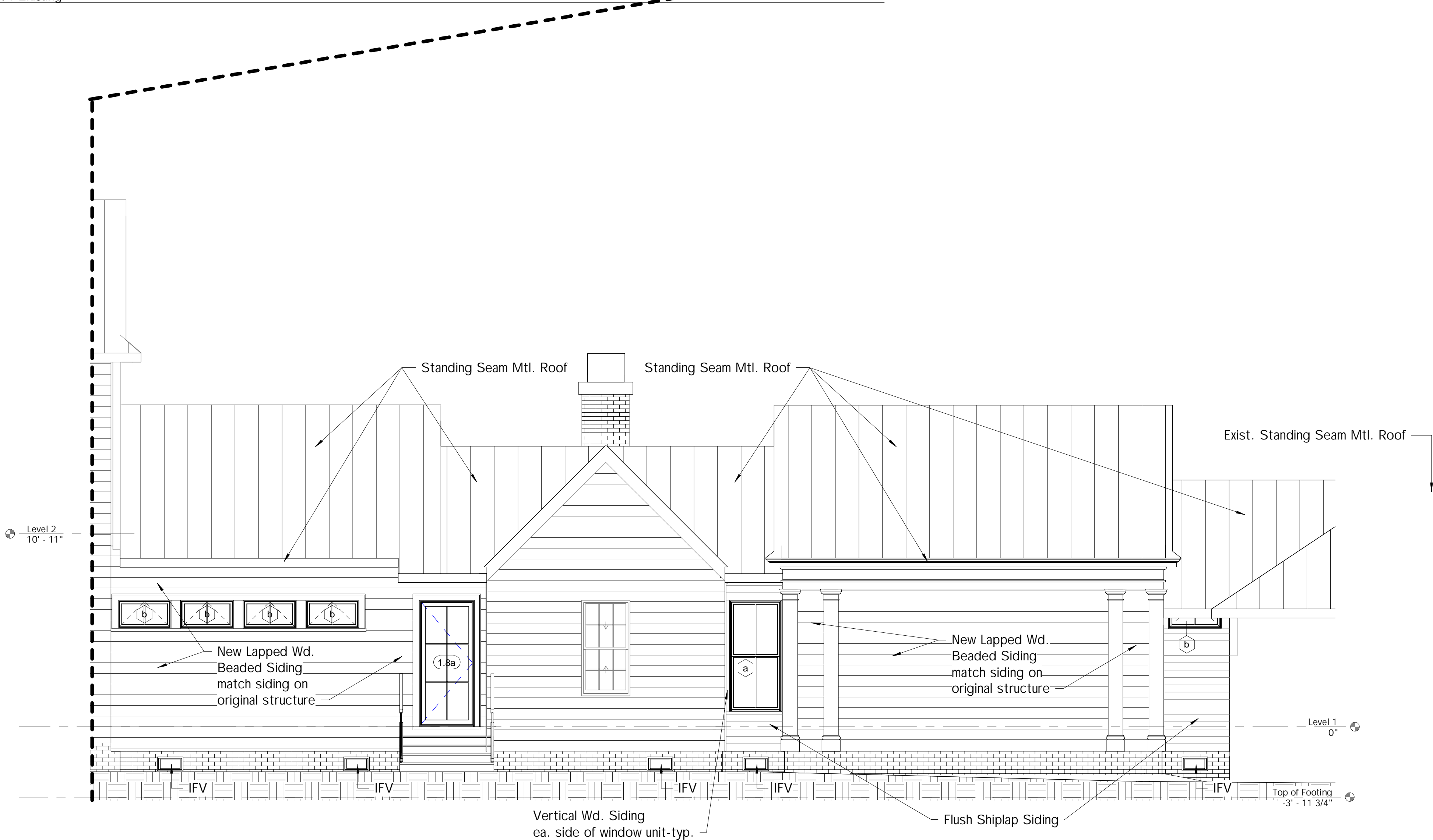
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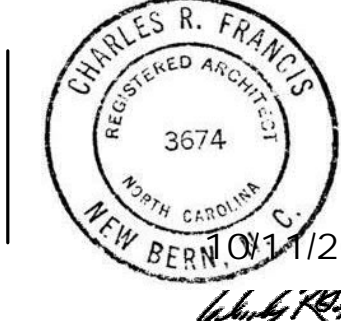
② West - Dependent 1-Existing  
1/4" = 1'-0"



① West  
1/4" = 1'-0"

## Residence Renovation: 211 Johnson Street

M/M W. L. Douglas Townsend, Jr.



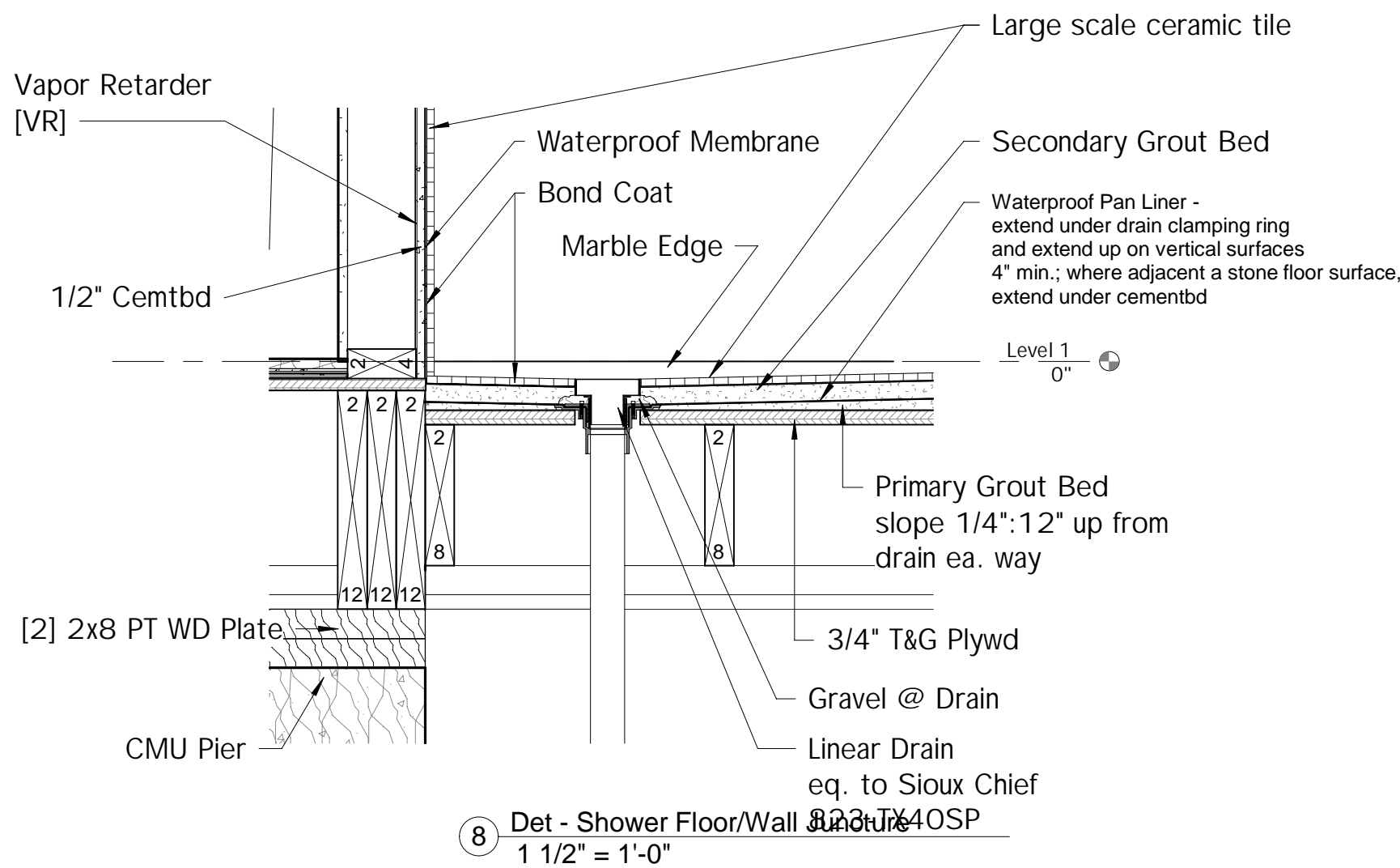
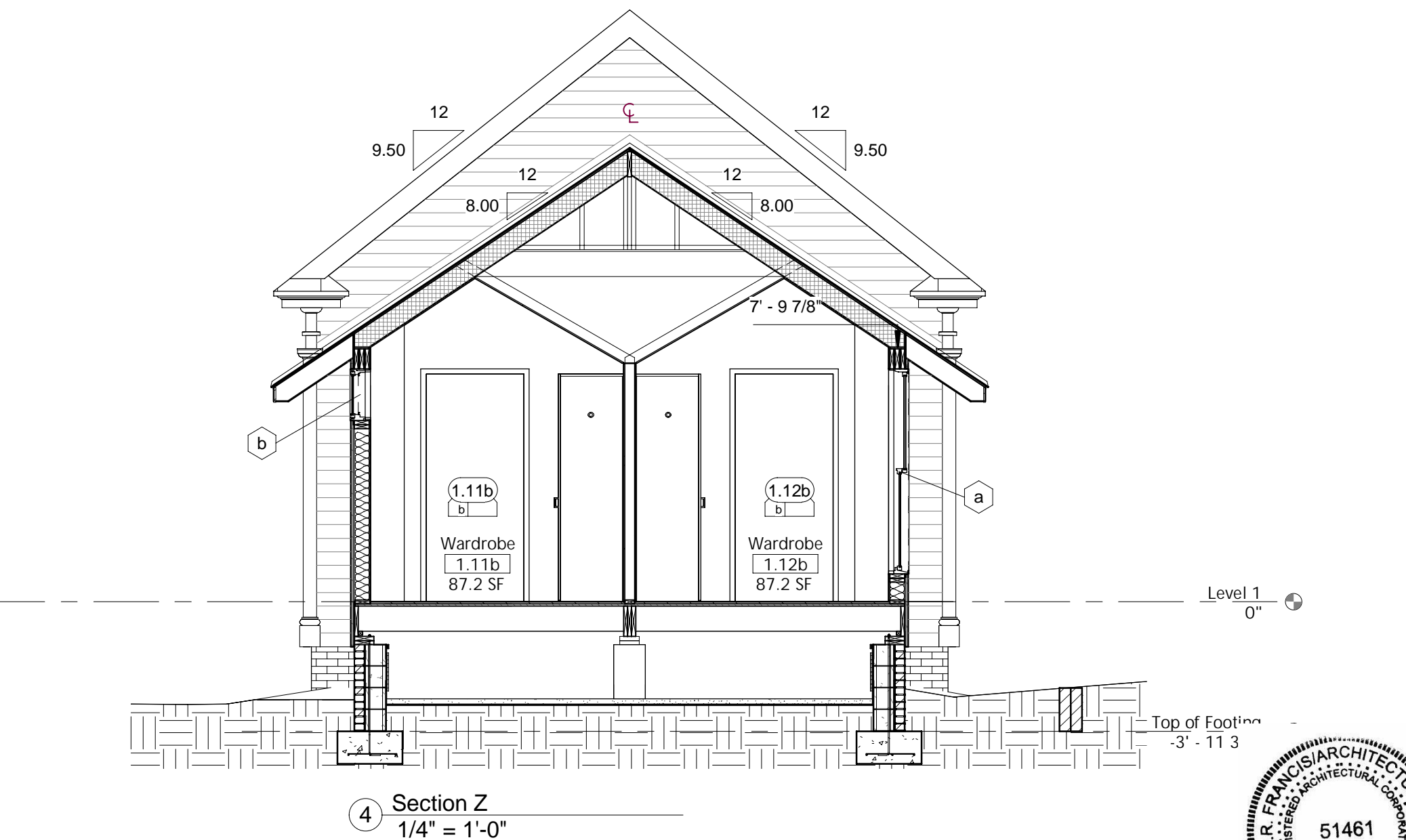
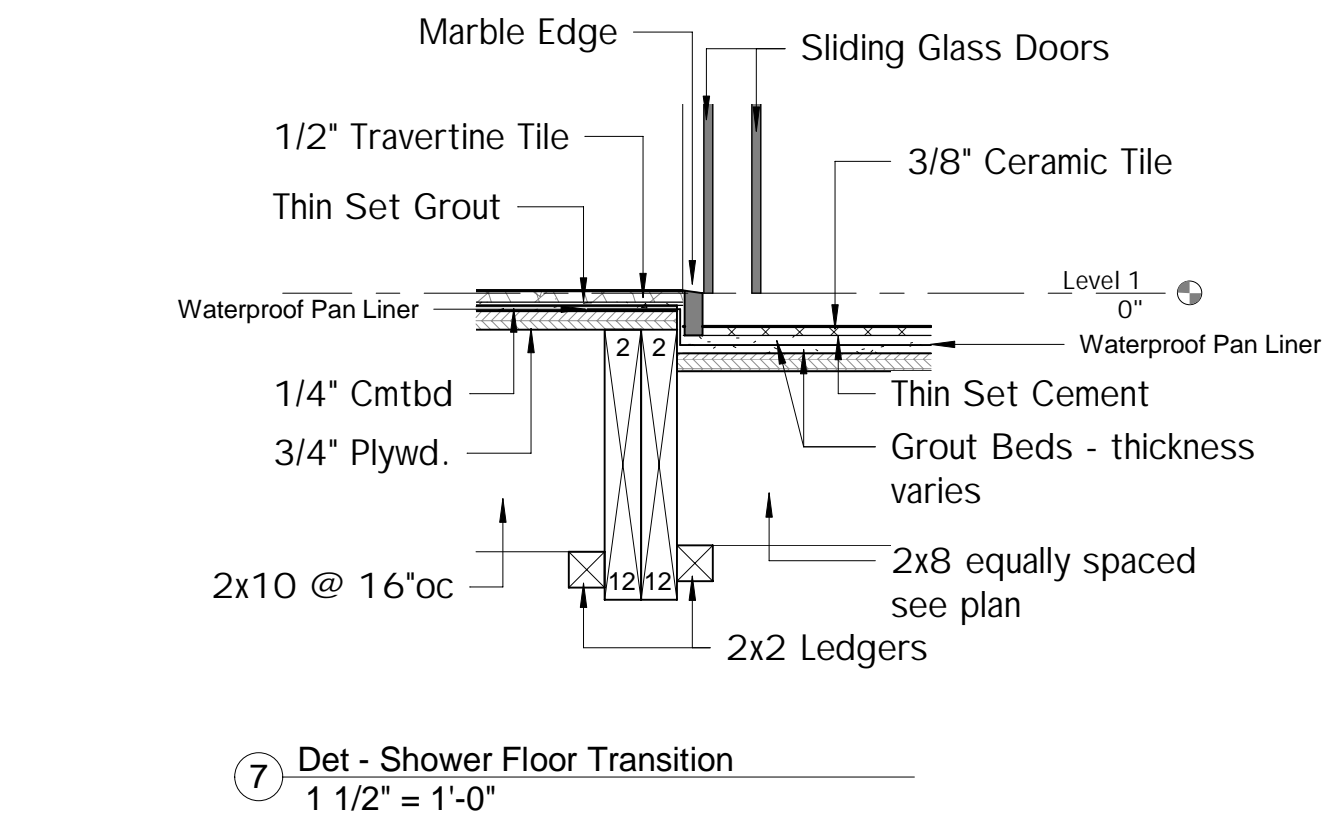
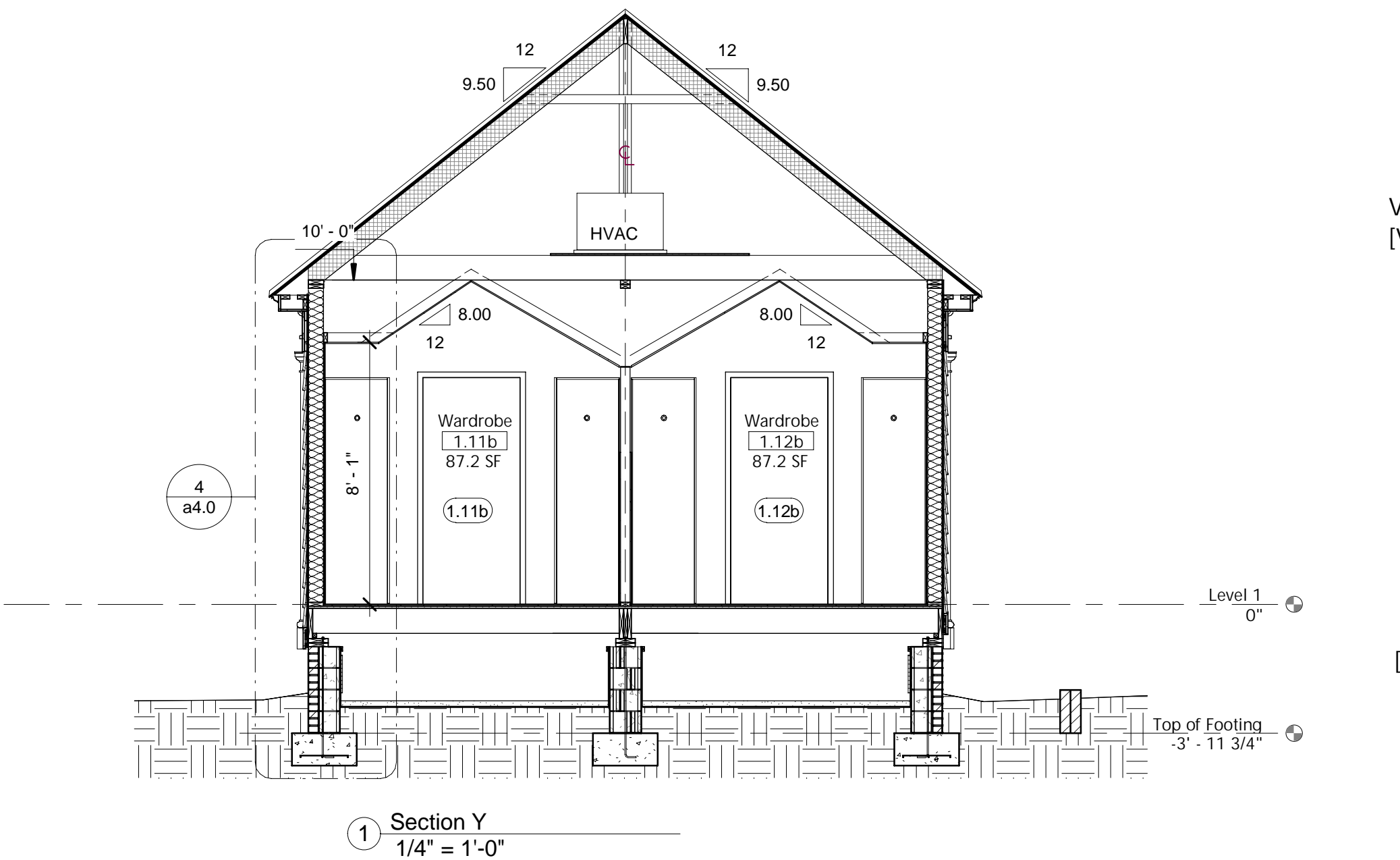
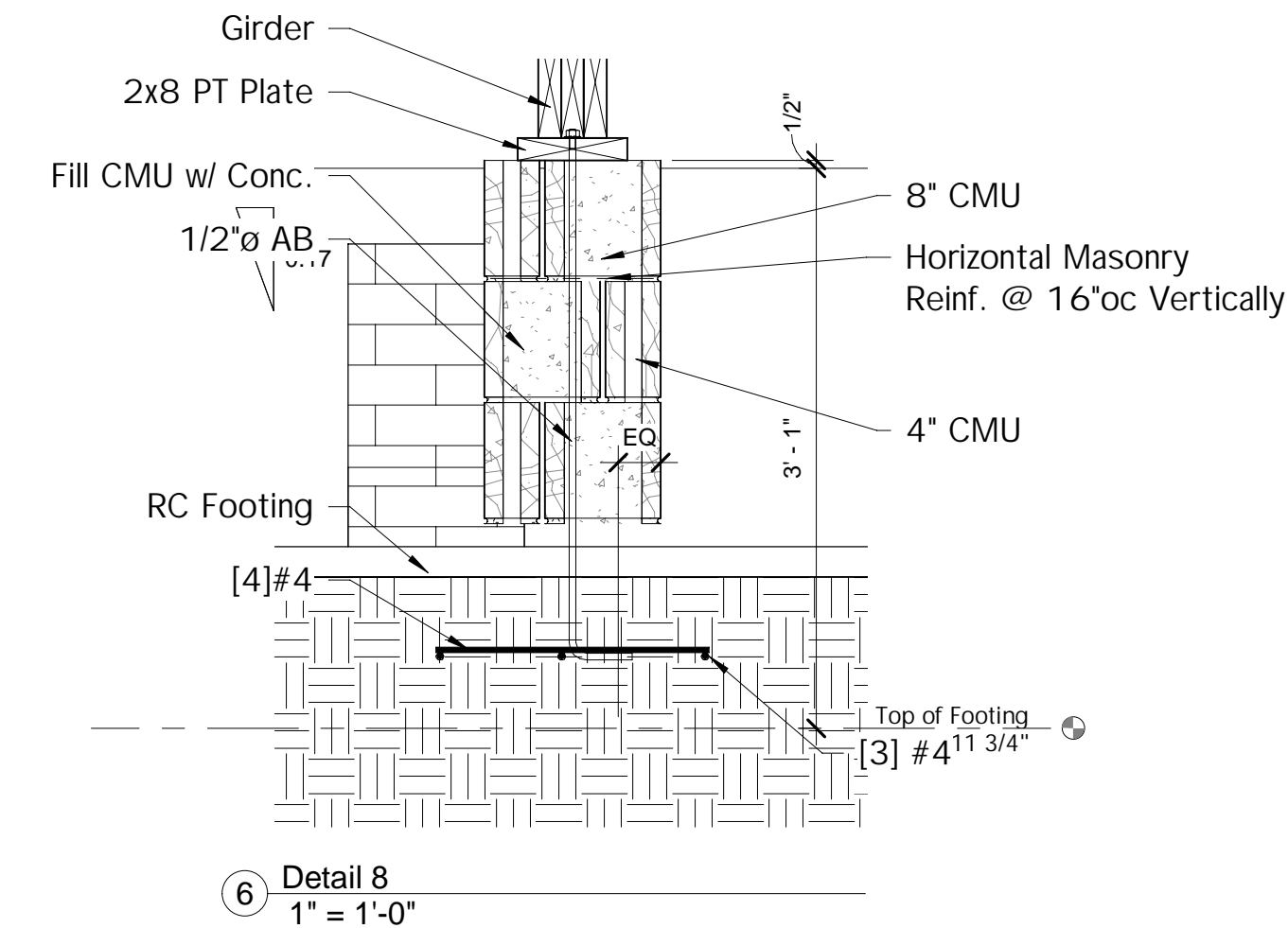
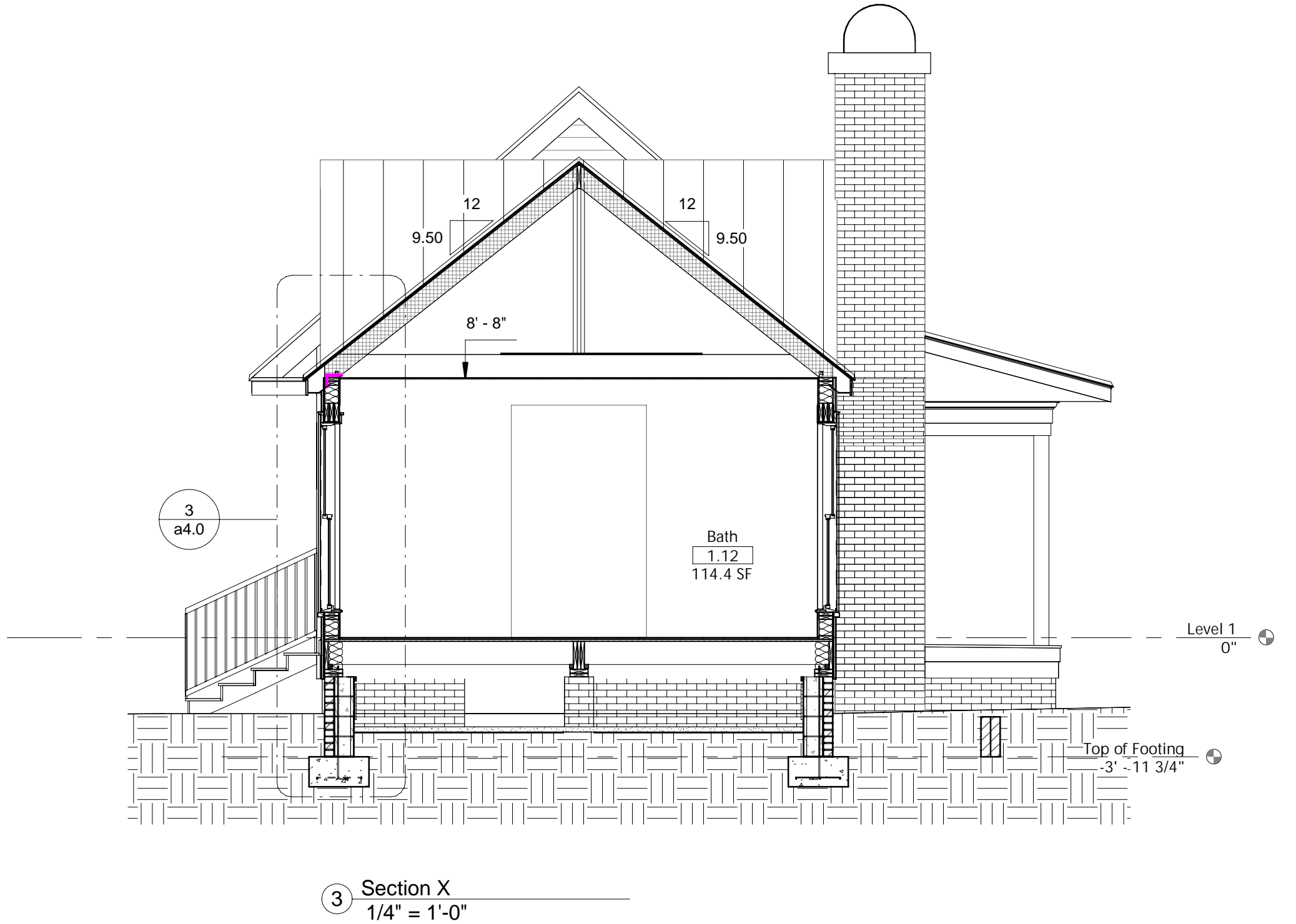
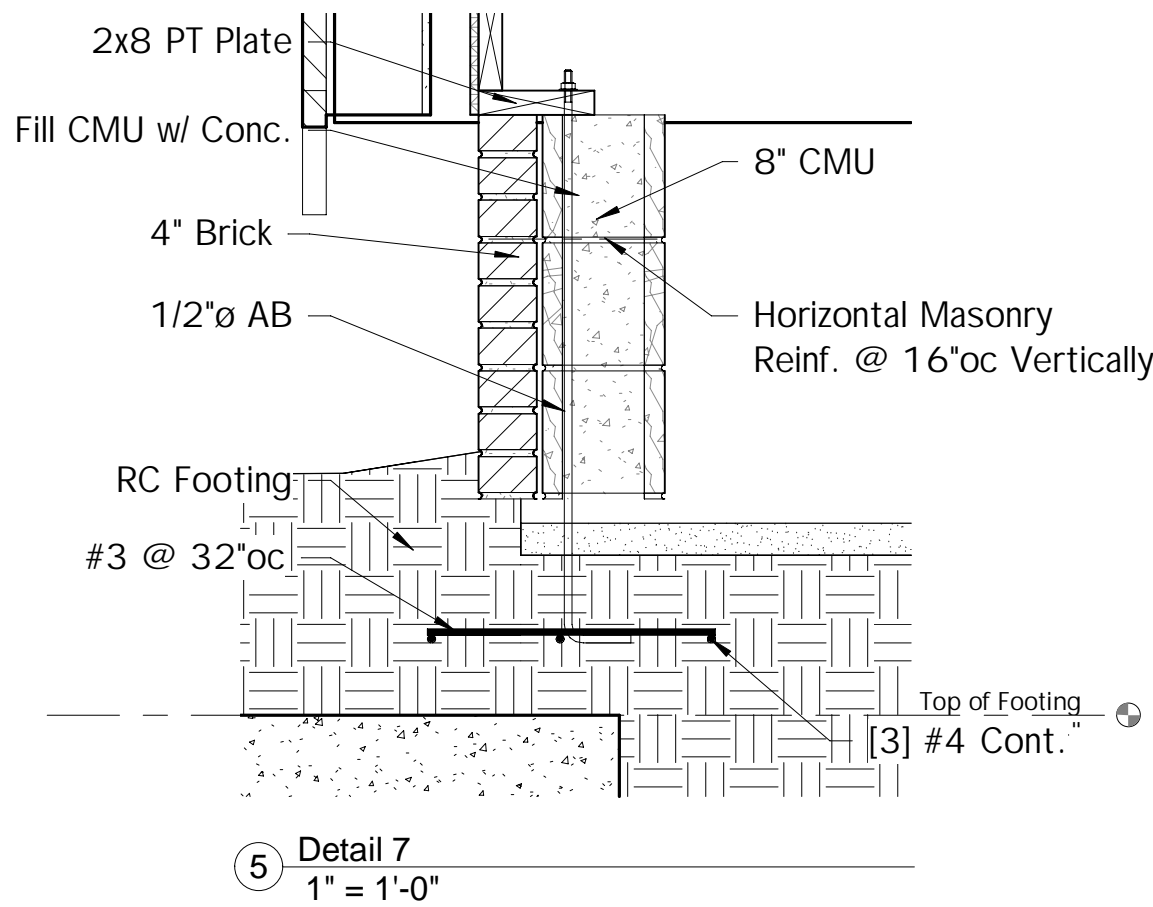
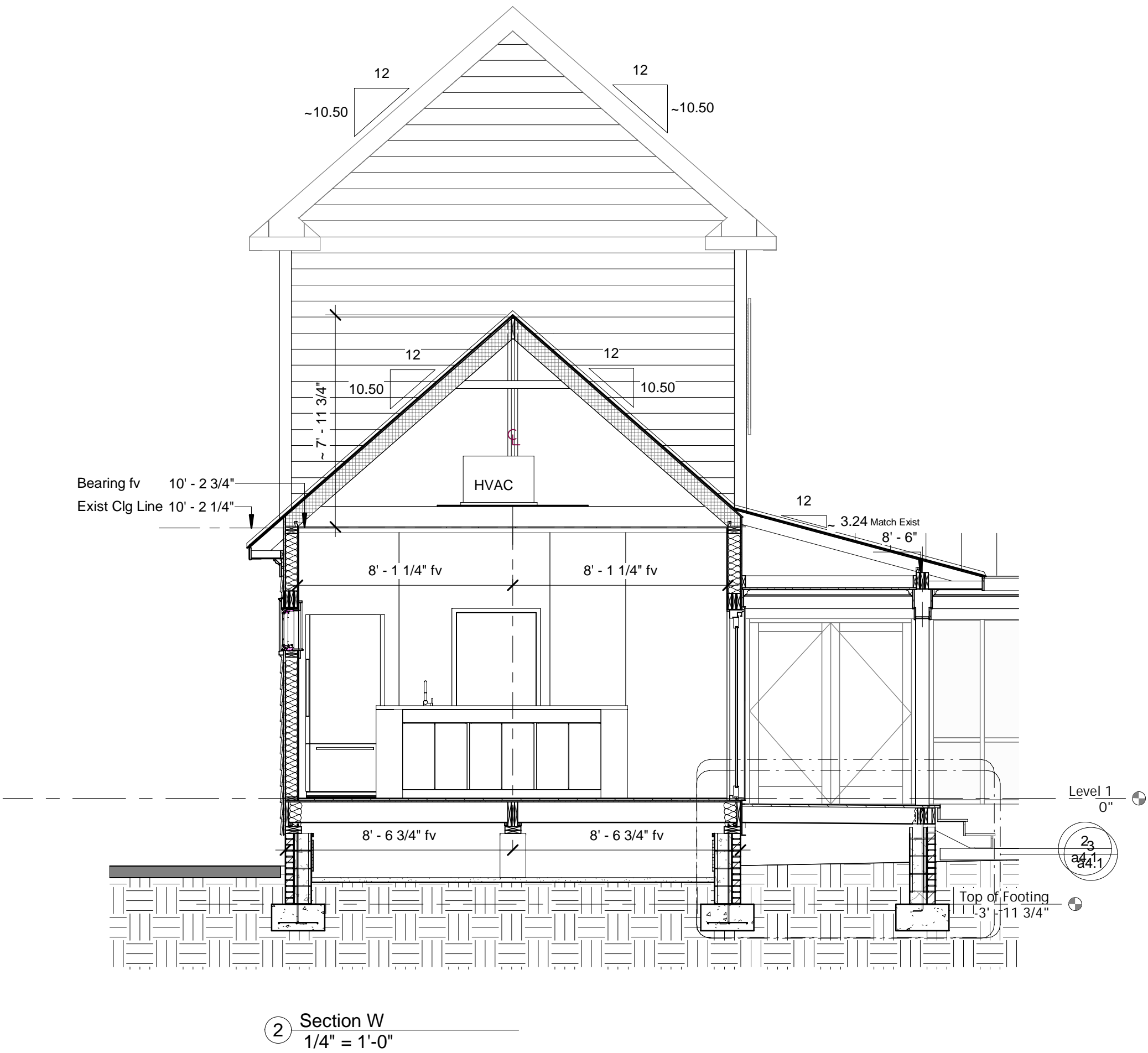
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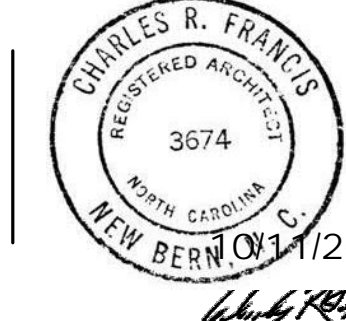
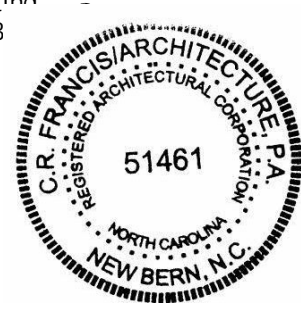
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## Residence Renovation: 211 Johnson Street

M/M W. L. Douglas Townsend, Jr.



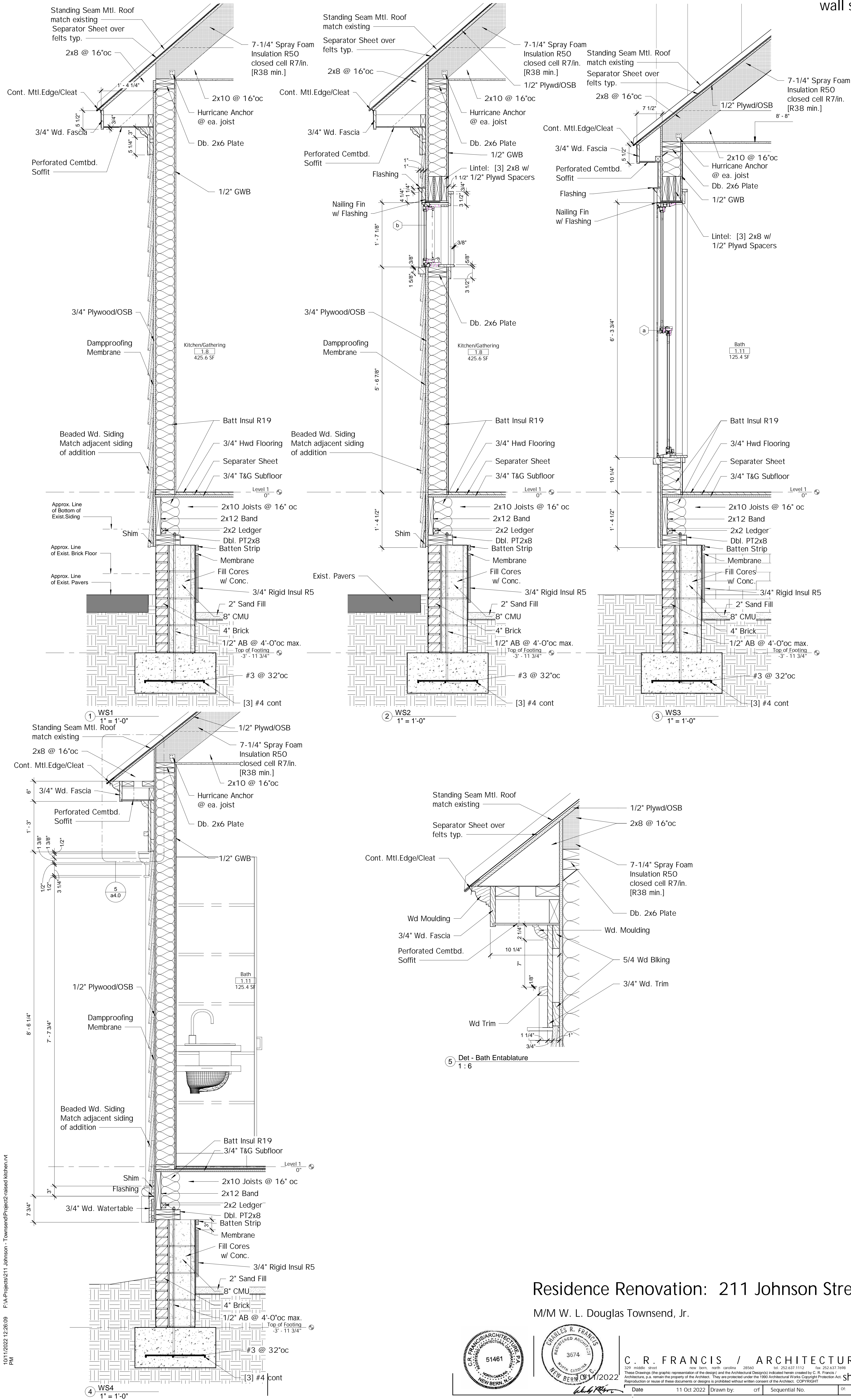
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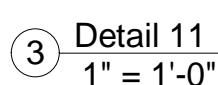
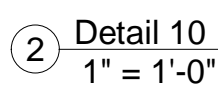
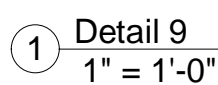




Residence Renovation: 211 Johnson Street  
 M/M W. L. Douglas Townsend, Jr.





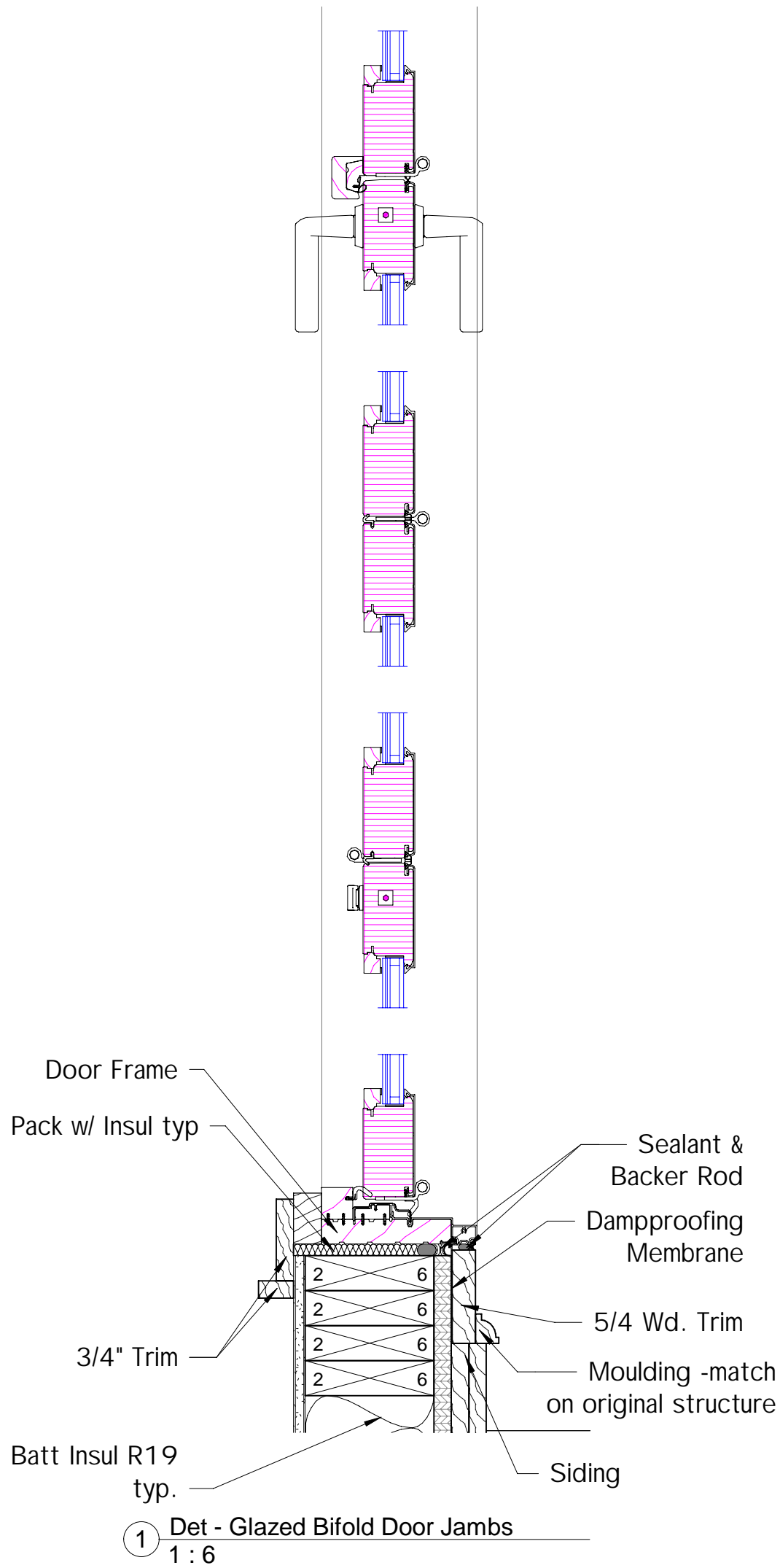
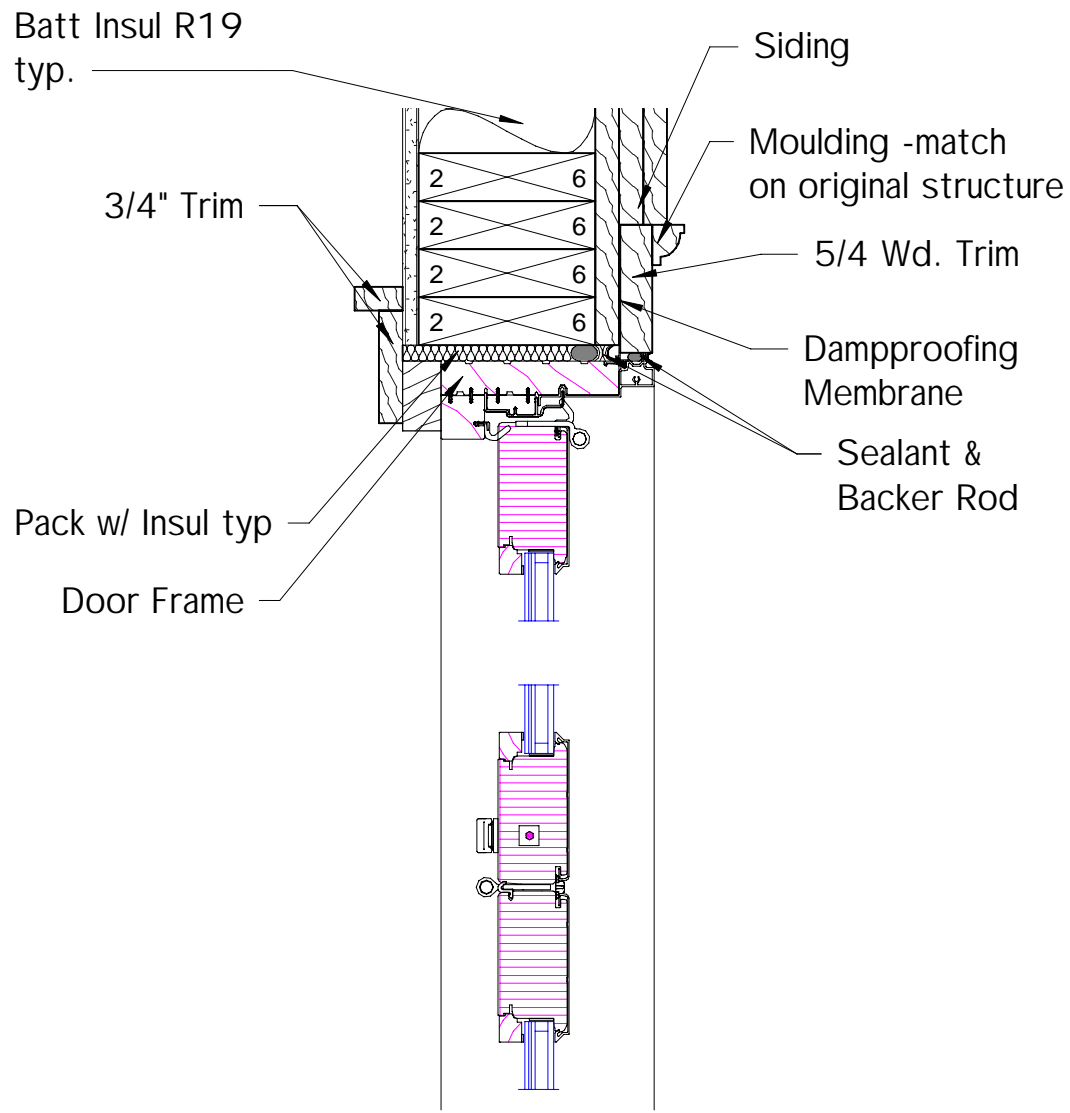
$$1'' = 1'-0''$$




Interior Finish Schedule						
Number	Room	Floor	Base	Wall	Ceiling	Remarks
1.5	Passage	Wood Stained & Clear Coat	Wood Painted	GWB Painted	GWB Painted	
1.6	Powder	Wood Stained & Clear Coat	Wood Painted	GWB Painted	GWB Painted	
1.7	Scullery	Wood Stained & Clear Coat	Wood Painted	GWB Painted	GWB Painted	
1.8	Kitchen/Gathering	Wood Stained & Clear Coat	Wood Painted	GWB Painted	GWB Painted	
1.9	Primary Bedroom	Wood Stained & Clear Coat	Wood Painted	GWB Painted	GWB Painted	
1.10	Shower	CMT	CMT	CMT	GWB Epoxy Painted	
1.11	Bath	Travertine Tile	Wood Painted	GWB Painted	GWB Painted	
1.11a	Toilet	Travertine Tile	Wood Painted	GWB Painted	GWB Painted	
1.11b	Wardrobe	Wood Stained & Clear Coat	Wood Painted	GWB Painted	GWB Painted	
1.11c	Laundry	Travertine Tile	Wood Painted	GWB Painted	GWB Painted	
1.12	Bath	Travertine Tile	Wood Painted	GWB Painted	GWB Painted	
1.12a	Toilet	Travertine Tile	Wood Painted	GWB Painted	GWB Painted	
1.12b	Wardrobe	Wood Stained & Clear Coat	Wood Painted	GWB Painted	GWB Painted	

Door Schedule							
Door Number	Elev	Door					Remarks
		Width	Height	Thickness	Material	Type	
1.6a	a	2' - 6"	7' - 0"	1 3/4"	Wood	Panelled	
1.7a	b	3' - 0"	7' - 0"	1 3/4"	Wood	Panelled	
1.8a	h	3' - 1 1/2"	7' - 2"	2 1/4"	Metal/Wood	Glazed	Door & Frame are MarvinUltimate Units - Note: Dimensions indicated are to outside of frame
1.8b	g	23' - 9 7/8"	7' - 2"	2 1/4"	Metal/Wood	Glazed Bifold	
1.9a	d	2' - 8"	7' - 0"	1 3/4"	Wood	Panelled	
1.11a	d	2' - 8"	7' - 0"	1 3/4"	Wood	Panelled	
1.11b	b	3' - 0"	7' - 0"	1 3/4"	Wood	Panelled	Sliding
1.11c	e	2' - 4"	7' - 0"	3/4"	Wood	Panelled	
1.12a	d	2' - 8"	7' - 0"	1 3/4"	Wood	Panelled	
1.12b	b	3' - 0"	7' - 0"	1 3/4"	Wood	Panelled	Sliding

Window Schedule							
Type Mark	Dimensions		Manufacturer	Type	Model	Material	Remarks
	Width	Height					
a	2' - 11 1/2"	6' - 3 3/4"	Marvin	Double Hung- Elevate Series	ELDH3676	Wood/Fiberglass	
b	3' - 0"	1' - 7 1/8"	Marvin	Window-Awning-Marvin-Elevate	ELAWN3719	Wood/Fiberglass	
EX	2' - 9"	5' - 5"	Marvin	Double Hung- Elevate Series	Special	Wood/Fiberglass	Fabricate to match the existing windows see West Elevation



## Residence Renovation: 211 Johnson Street

M/M W. L. Douglas Townsend, Jr.



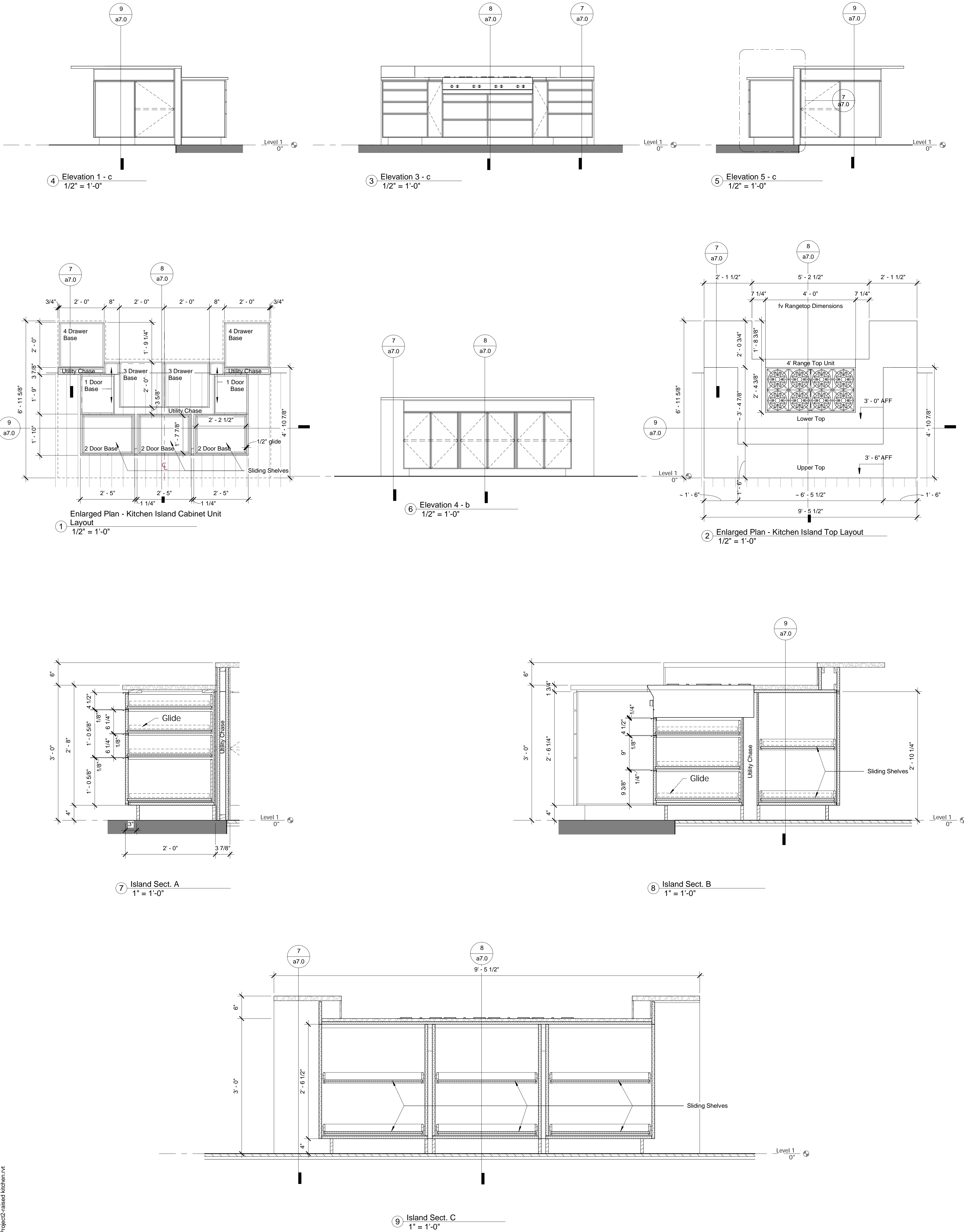
C. R. FRANCIS / ARCHITECTURE  
329 middle street new bern, north carolina 28560 tel. 252.637.1112 fax 252.637.7698 p.a.  
These Drawings (the graphic representation of the design) and the Architectural Design(s) indicated herein created by C. R. Francis / Architecture, p.a. remain the property of the Architect. They are protected under the 1992 Architectural Works Copyright Protection Act. Reproduction or reuse of these documents or designs is prohibited without written consent of the Architect. COPYRIGHT



sheet a6.0

Date 11 Oct 2022 Drawn by: Author Sequential No. Of:





Residence Renovation: 211 Johnson Street  
M/M W. L. Douglas Townsend, Jr.







## 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:** 211 Johnson St. – to change the roofline, porch layout, windows, and details.

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

Zoning District: R-10

Required Setbacks (primary structure): Front average Side 5 ft Rear 6 ft

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

Maximum Lot Coverage for proposed use: 60%

Maximum Height of Structure: 45 ft

Required Site Improvements: Landscaping N/A Buffer N/A Parking N/A

Other requirements:

I have reviewed the application for proposed alterations to this property and have determined that it Meets ☒ Does Not Meet \_\_\_\_\_ the requirements of the Land Use Ordinance.

Comments:

Zoning Administrator

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

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

Comments:

Building permit already issued. Please provide updated plans.

Chief Building Inspector



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

HPC Meeting October 19, 2022

**Applicant:** Mr. & Ms. Douglas Townsend/C. R. Francis Architecture, P.A.

**Applicant Address:** 121 Front St., Beaufort, NC

**Project Address:** 211 Johnson St., New Bern, NC

**211 Johnson St.** – to include amending the previously approved CoA to change the roofline, porch layout, windows, and details in the Tertiary AVC.

### **NR Inventory (2003) Information**

**Historic Property Name:** Mitchell-Stevenson House, built ca. 1800-1805/1830-1840

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

**Description:** Two stories; four bays wide; exterior end chimneys; gable-end roof; attic dormers.

**Sandbeck Description** (1988): “ ... The entire house is covered with beaded weatherboarding. ... The large two-story rear ell was added during the twentieth century, connecting the house to its original, but much-altered, kitchen. An early nineteenth century two-story porch shelters the rear elevation. ...”

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

#### **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.
- 3.1.4 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.

#### **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.
- 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.

#### **Additions**

- 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.
- 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**

- 4.2.1 Adhere to Guidelines for retention of historic fabric when altering wall components.
- 4.2.4 Incorporate wood trims and articulate masonry appropriately for the application.



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

HPC Meeting October 19, 2022

### **Windows, Doors and Openings**

- 4.3.1 Adhere to Guidelines for retention of historic fabric when altering window, door and opening components.
- 4.3.2 Add window and door openings in Secondary or Tertiary AVCs in locations that do not diminish the original design. In general, openings shall have a vertical orientation or be square.
- 4.3.3 Glazing should have true divided light muntins, or three-dimensional grilles affixed to both the interior and exterior of the glass. Provide shadow bars between insulated glass panes.

### **Roofs**

- 4.5.1 Adhere to Guidelines for retention of historic fabric when altering roof components.
- 4.5.4 Standing seam metal roofs shall have a pan width no greater than 24 inches. Pans shall be completely flat without corrugation. Provide double locked seams with flush ridge and hip flashings on contributing structures.

### **Decks and Patios**

- 4.6.1 Adhere to Guidelines for retention of historic fabric when altering deck components.
- 4.6.4 Construct low profile decks and patios that eliminate requirements for handrails and excessive screening.

### **Guidelines for Masonry**

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

- 5.2.1 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.

### **Metals**

- 5.3.1 Adhere to Guidelines for retention of historic fabric when altering metal materials.

### **Paint**

- 5.4.1 Adhere to Guidelines for retention of historic fabric when altering painted materials.
- 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.

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

1. The structure is a contributing resource in the *Tight Weave* development pattern;
2. The project is a modification and addition within the Secondary and Tertiary AVCs;



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

HPC Meeting October 19, 2022

3. The proposed design, components, and materials meet the requirements of the Guidelines;
4. The Zoning Administrator and the Chief Building Official have reviewed this project and commented accordingly;
5. The project is not incongruous with the Guidelines.

### **MOTION**

**Staff recommends the Commission approve this application to amend the previously approved CoA to change the roofline, porch layout, windows, and details in the Tertiary AVC with the following conditions:**

- **That all exterior materials are those that were available at the time the primary building was originally constructed, including, but not limited to, the decking, steps, and the exterior surfaces of the windows.**
- **That all windows are either vertical or square.**
- **That the roofing sheet schedule and details on drawing sheet a1.2 be revised to clearly indicate that the pan width may not be greater than 24 inches.**
- **That the roofing be noted on the plans to be perfectly flat with no corrugation, including no striations or ribs.**



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:** October 12, 2022  
**RE:** Regular Meeting, **5:30 PM, Wednesday, October 19, 2022, in the Courtroom, Second Floor, City Hall, 303 Pollock St.**

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD CALL  
639-7501 NO LATER THAN 3 P.M. THE DATE OF THE MEETING

**REGULAR MEETING AGENDA – 5:30 PM**

1. Opening of Meeting with Roll Call
2. Approval of Minutes of Previous Meeting(s)
3. 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. **707 E. Front St.** – to include a trellis screen in the Tertiary AVC.
    - C. **212 Change St.** – Amendment to add a pool and paved area around the pool to the previously approved CoA.
    - D. **211 Johnson St.** – Amendment to the previously approved CoA to change the roofline, porch layout, windows, and details
- \*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: Discuss and consider 2023 calendar of meetings
8. HPC Administrator's Report:



# 2023 Calendar

A. Report on CoAs Issued 09/14/2022 – 10/11/2022

MAJORS:

None – 5 pending

MINORS:

217 Change St. – tree replacement

11 pending

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

C. Other Items and Updates by the Administrator

- i. Introduction to the Feasibility Study Team for the HiP Work Group partnership with the Preservation Foundation and Habitat for Humanity

9. Commissioners' Comments

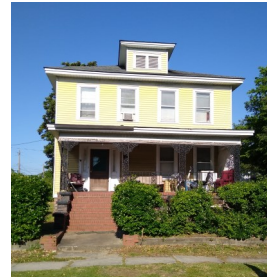
10. Adjourn



# Saving Historic Dryborough

The Historic Property Owners Support Working Group (The HiP Group) is a new partnership of the City, First Missionary Baptist Church, the New Bern Preservation Foundation, other non-profits, and the property owners in three New Bern National Register Historic Districts (Dryborough, Ghent, and DeGraffenried Park) with the task to help the property owners preserve the historic character and buildings in those Historic Districts.

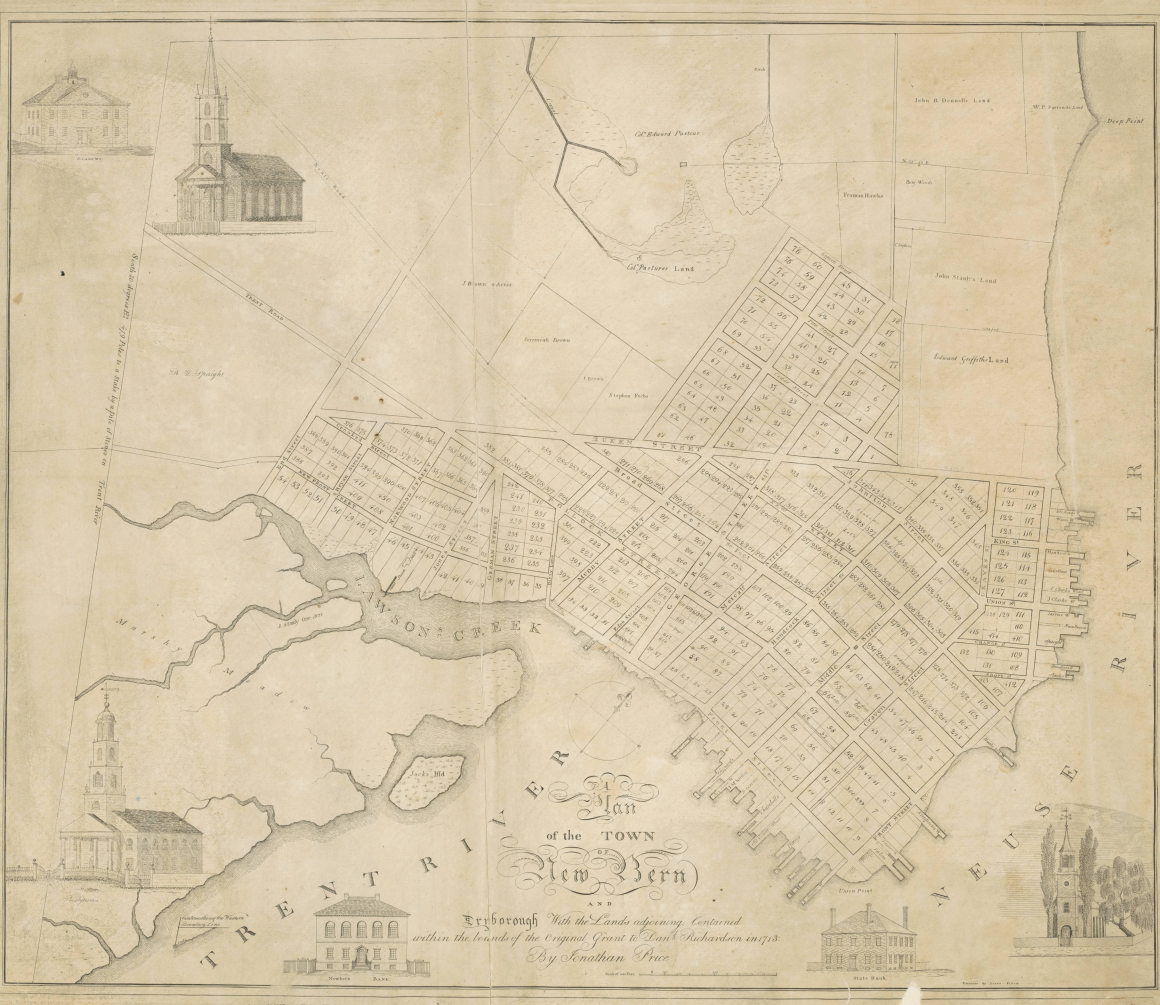
## Dryborough Beauties



## Needing Help







Plan  
of the TOWN  
of Fryborough  
New Jersey

Fryborough With the Lands adjoining. Contained  
within the bounds of the original Grant to David Richardson in 1713  
By Jonathan Price

North is towards the top of the page

TRENT RIVER

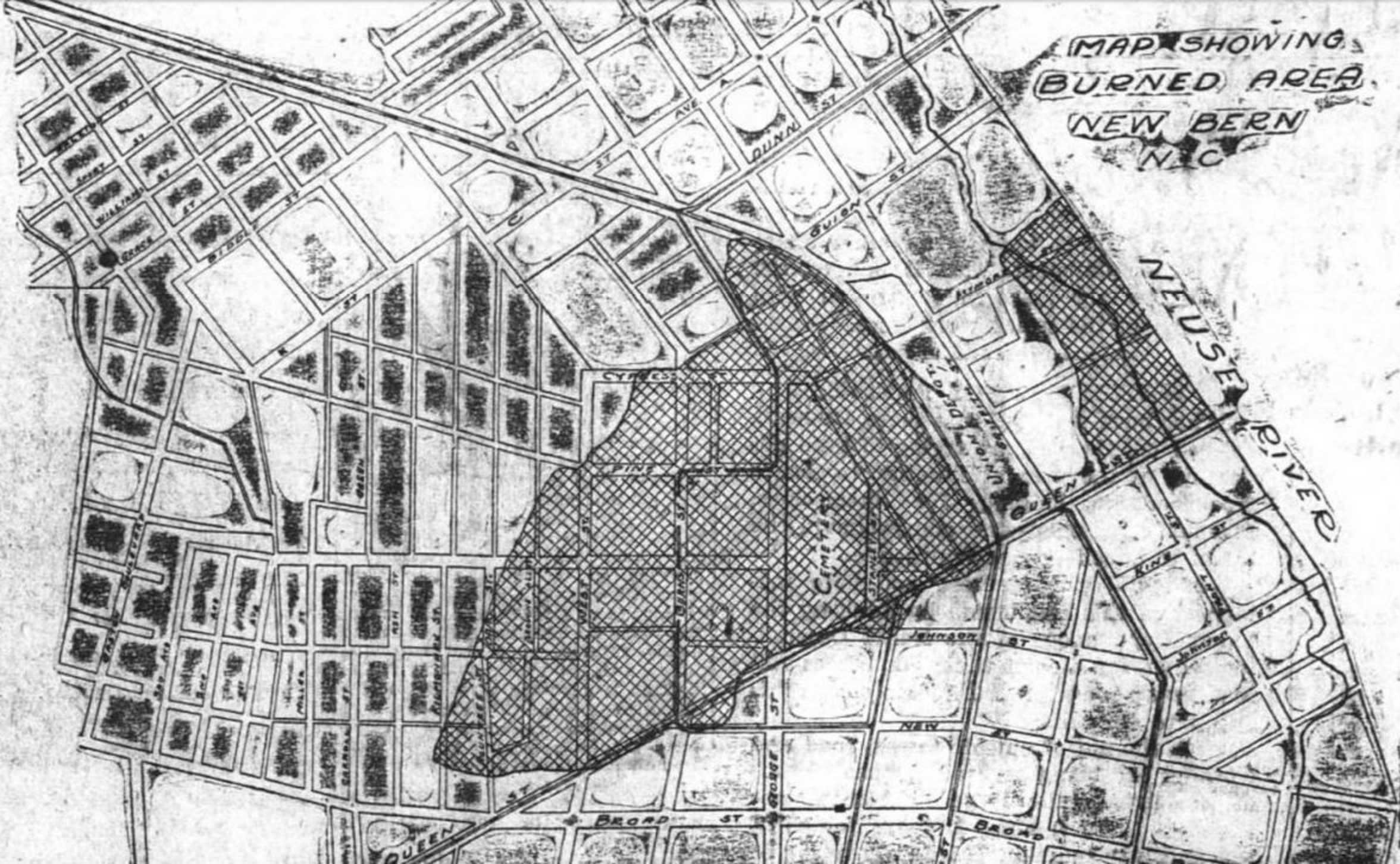
TRENT RIVER

NEW JERSEY



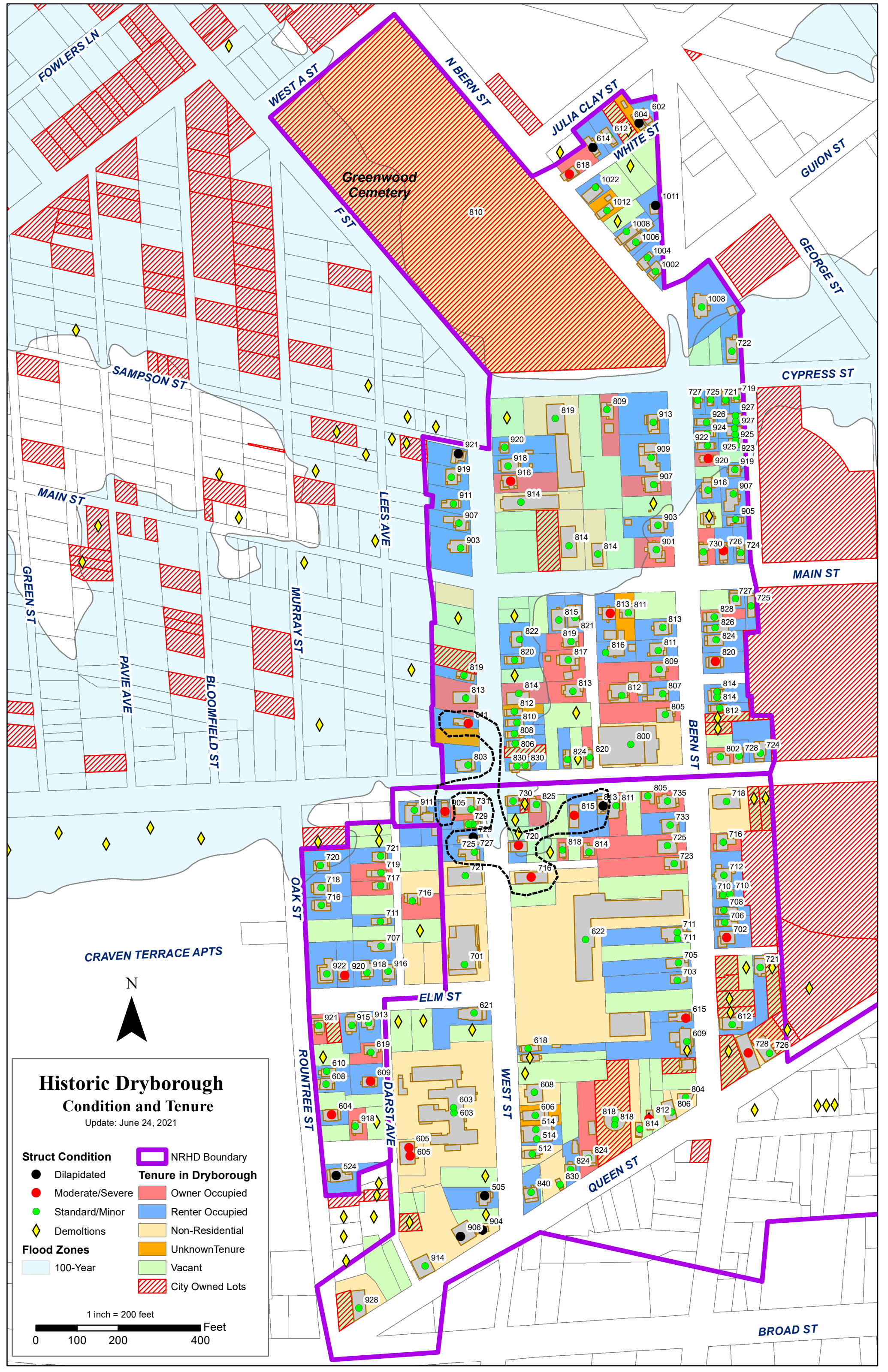


MAP SHOWING  
BURNED AREA  
NEW BERN  
N.C.











# Dryborough Overall Properties Data

October 28, 2021

		map symbol	map colors							
			Properties		Bldgs	Res/Non-res/Inst Units			Notes	
			% of Total 265 Props	% of Total Use	170*	% of Total 181 Units	% of Use Type	% of Owner Type	Some bldgs have multiple units	
Total			148	56%	100%	148	156	86% 100%		
Residential Use			148	56%	100%	148	156	86% 100%		
Owner-occupied				34	23%	34	34	19% 22%	100%	
	Dilapidated	●			0	0			0%	
	Moderate/Severe	●			3	3			9%	
	Standard/Minor	●			31	31			91%	
Absentee owner (rental/vacant res.)				109	74%	109	117	65% 75%	100%	
Dilapidated		●			5	5			4%	
	Moderate/Severe	●			10	10			9%	
	Standard/Minor	●			94	102			87%	
Unknown if owner-occ. or absentee				5	3%	5	5	3% 3%	100%	
Dilapidated		●			1	1			20%	
	Moderate/Severe	●			0	0			0%	
	Standard/Minor	●			4	4			80%	
City-owned				0	0%	0	0	0% 0%	0	
Non-residential/Institutional Use			24	9%	100%	22	25	14% 100%		
Owner in-residence				1	4%	1	1	1% 4%	100%	
	Dilapidated	●			0	0			0%	
	Moderate/Severe	●			0	0			0%	
	Standard/Minor	●			1	1			100%	
Absentee owner (occupied or vacant)				21	88%	20	22	12% 88%	100%	
Dilapidated		●			0	0			0%	
	Moderate/Severe	●			2	3			14%	
	Standard/Minor	●			18	19			86%	
Unknown if owner-occ. or absentee				0	0%	0	0	0% 0%	0%	
City-owned				2	8%	1	2	1% 8%	100%	
	Dilapidated	●			0	0			0%	
	Moderate/Severe	●			0	0			0%	
	Standard/Minor	●			1	2			100%	
Total Units					170	181	100%			
Dilapidated		●			6	6	3% of the units			
	Moderate/Severe	●			15	16	9% of the units			
	Standard/Minor	●			149	159	88% of the units			
Recently Demolished										
Vacant lots			93	35%	100%	41	44%	23%	of remaining # of units	
Owned by Individuals				65	70%					
	Recently Demolished	◆				29	71%			
Non-residential vacant lot				7	8%				incl. cemetery	
	Recently Demolished	◆				2	5%			
Unknown if owner-occ. or absentee				1	1%					
	Recently Demolished	◆				0	0%			
City-owned vacant lots				20	22%					
	Recently Demolished	◆				10	24%			

\* water tower is not a building