



Development Services Department
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TO: New Bern Historic Preservation Commission
FROM: Matt Schelly, AICP, City Planner
DATE: December 23, 2022
RE: Design Review Meeting, 5:30 PM, Wednesday, January 4, 2023, in the Development Services Conference Room, 303 First St.

DESIGN REVIEW AGENDA – 5:30 PM

- I. Application Design Review** - Consider certificate of appropriateness applications for proposed major exterior alterations:
- A. 305 North Ave.** – demolition of a contributing structure and construction of an infill house.
 - B. 302 Broad St.** (Courthouse) – modifications for new entryway and expansion in existing addition in the Primary or Secondary AVC.
 - C. 203 S. Front St.** (Convention Center) – new access ramp in the Primary AVC.
 - D. 203 S. Front St.** (Convention Center Parking on E. Front St.) – segment of new fencing on a parcel with no building.
 - E. 1206 N. Pasteur St.** – Front door and back door replacements; all windows replaced with vinyl; side window size change; front and rear exterior lighting; gravel parking area, all in the Primary, Secondary, and Tertiary AVCs.
 - F. 1512, 1516 National Ave., and 407 North Ave.** – fencing in the Primary and Secondary AVCs.
 - G. 305 Bern St.** – New shed in the Tertiary AVC.
- II. Informal Design Review** – Discussions with potential applicants prior to submitting a formal application. Potential applicants may show up with nothing more than a verbal description, however photos and other information are more helpful.
- A. Any?**
- III. Informal Board Discussion Items** -
- A. Prevention of Demolition by Neglect Work Group** – report
 - B. Guidelines Updates Work Group** – report
 - C. Historic Property Owners Support (HiP Owners Support) Work Group** – report

D. Preservation Awards Work Group – report

E. Work Group Assignments

IV. Project Follow-Ups, Updates, and Questions

A. CoAs denied – None

B. CoAs issued in November and December

MAJORS:

404 Avenue B – fencing

507 George St. – addition, front and rear porches, rear deck, fencing

4 pending

MINORS:

616 Broad St. – hvac units

609 New St. – landscaping, gravel driveway

711 Queen St. – fencing

415 Broad St. – tree replacement

221 E. Front St. – repointing, utilities removal

303 Pollock St. - signage

About a dozen pending

C. Resiliency Plan: recent activities, upcoming items

V. Enforcements - Old and New since last DR meeting

A. Ongoing, Formal:

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

221 E. Front St. – long-time DBN case – **new CoA for repointing, utilities removal; brick repair work**

B. Preliminary, Informal:

214 Pollock ROW – replacement tree

301 Hancock St. – ext. stair removal, porch floor and siding replacement w/o COA

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

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

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

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

C. Remaining to begin contact/enforcement:

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

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

508 C St. – porch revision w/o CoA

509 Craven – follow up on 2018 violation, porch columns

510 C St. – shed w/o CoA

511 Middle St. – fence w/o CoA

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

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

605 Hancock St. – mech unit w/o CoA for screening
624 E. Front St. – installation of fencing not according to CoA or Guidelines
702 E. Front St. – landscaping required as condition of CoA not yet installed
707 Craven St. – post removed w/o CoA
715 Craven St. – new shed w/o CoA
809 N. Craven St. – replacement of siding and window trim w/o consent or CoA; owner to contact HPA
812 Queen St. – building demolition w/o CoA
911 Broad St. – porch revision w/o CoA
1117 N. Craven St. – installation of driveway and tree removal w/o COA; met with owner
About 30 more (update soon)

VI. Staff and Board:

A. Training: TBD

VII. Requests by Commission Members for Future Work Session Items

VIII. Adjourn