



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: January 11, 2023
RE: Regular Meeting, **5:30 PM, Wednesday, January 18, 2023, 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. **305 North Ave.** – to include demolition of a contributing structure and construction of a 2-story infill house.
 - C. **302 Broad St. (Courthouse)** – to include an addition and modifications at the modern Craven St. addition for a new accessible entry and new spaces and covered driveway in the Primary and Secondary AVCs.
 - D. **1206 N. Pasteur St.** – to include a front door and sidelights replacement and expand the gravel parking area, all in the Primary, Secondary, and Tertiary AVCs.
 - E. **1512, 1516 National Ave., and 407 North Ave.** – to include fencing in the Primary and Secondary AVCs.
 - F. **305 Bern St.** – to include a new shed in the Tertiary AVC.
 - G. **720 E. Front St.** – to include a new 2-story infill house.

**Please note that applications for these projects, including proposed plans, are available for review during normal business hours in the Development Services Department (303 First St.).*

5. Old Business (non-hearing items tabled or continued from a previous meeting): none
6. General Public Comments
7. New Business: none
8. HPC Administrator's Report:
 - A. Report on CoAs Issued 10/12/2022 – 01/11/2023
 - MAJORS:
 - 404 Avenue B – fencing
 - 507 George St. – addition, porches, fencing
 - 5 pending
 - MINORS:
 - 221 E. Front St. – repointing, removal of unused utilities
 - 303 Pollock St. – signs
 - 415 Broad St. – tree replacement
 - 616 Broad St. – hvac units
 - 609 New St. – landscaping, gravel driveway
 - 711 Queen St. - fencing
 - 11 pending
 - B. Report on CoA Extensions Issued since the Prior Regular Meeting: none
 - C. Other Items and Updates by the Administrator
 - i. Commissioner resignations and replacements
 - ii. Annual Report to the SHPO
9. Commissioners' Comments
10. Adjourn