



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, Historic Preservation Administrator

DATE: October 7, 2019

RE: Regular Meeting 5:30 PM, Wednesday, October 16, 2019 in the Courtroom,
Second Floor, City Hall, 300 Pollock St.

REGULAR MEETING AGENDA – 5:30 PM

1. Opening of Meeting with Roll Call
2. Approval of Minutes of Previous Meeting(s)
3. Old Business:
None
4. New Business:
 - A. **513 New St.** – to include construction of a new, detached outbuilding in the Tertiary AVC.
 - B. **100 Middle St. with project on 100 block of Craven St.** – to include installation of a new, 38.5-foot, composite, fibertech pole and small cell wireless facilities in the Primary AVC.
 - C. **413 E. Front St.** – to include installation of new fence, gutters, and shutters in the Primary and Secondary AVCs.
 - D. **501 Metcalf St.** – to include: approval of construction of a residential driveway and parking area and landscaping in the Primary and Secondary AVCs along the Metcalf frontage; modifications to the fencing in the Primary AVC along New St.; and new construction of a driveway and parking area in the Secondary AVC behind the house along the New St. frontage. The driveway and parking area along Metcalf St. was previously approved and the COA has expired.

- E. **302 Avenue A** – to include replacing the metal roofing with composite architectural shingles and some foundation work.
- F. **421 S Front St.** – to include construction of a wooden enclosure around the trash bins in the Secondary AVC.

****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 Street).***

- 5. Administrative Updates and Minor Works
- 6. Demolition By Neglect Updates
- 7. General Public Comments
- 8. Adjourn

****Individuals with disabilities requiring special assistance to access the second floor should call (252) 639-7501 no later than 3:00 PM the date of the meeting.***

FEE SCHEDULE (office use only)

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



NORTH CAROLINA

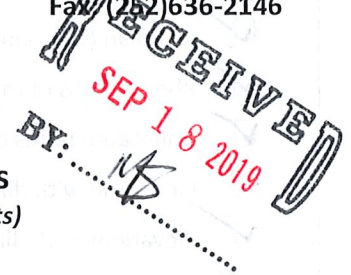
Everything comes together here

HPC Administrator

HPCAdmin@newbern-nc.org

Work: (252) 639-7583

Fax: (252) 636-2146



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

For assistance see "CoA Instructions", as well as "Historic District Guidelines", available online at:
<http://www.newbern-nc.org/departments/development/historic-preservation/historic-preservation-guidelines/>

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

I. Applicant/Owner Information:

Property Address (Include year built, if known):

513 NEW STREET 1939

Property Owner Name(s):

JOHN W. MITCHELL, JR.

Owner Mailing Address:

513 NEW STREET

Phone #'s:

252-637-

0870

Email:

jmjr1108@yahoo.com

Denise L. MITCHELL

NEW BERN, NC 28560

Applicant Name (if different):

Applicant Mailing Address:

Phone #'s:

Email:

II. Project Information: (See "CoA Instructions" & "Historic Guidelines" for help in completing this section)

1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed)

Construct outbuilding/garage/workshop 20'x24'

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: (page and guideline number):

Major new construction - outbuilding, detached

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).

2'x4'x8' studs for walls, 1/2" CDX plywood sheathing, 1/2" Hardi Board
 walls/soffits, Dimensional shingle roof, wood fascia boards + corner
 Interior unfinished, 4" concrete slab, Peela windows with
 shadow wall

Continued on additional sheet or attached brochure ☐

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:

513 New Street, New Bern, NC 28560
(address, city, zip code)

I hereby authorize CARL DIXON 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:

513 New St., New Bern, NC 28560 Phone 252-637-0870

John W. Mitchell, Jr.
Owner's Signature

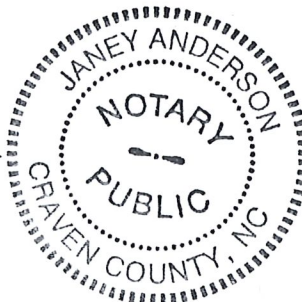
JOHN W. MITCHELL, JR.
Print Name

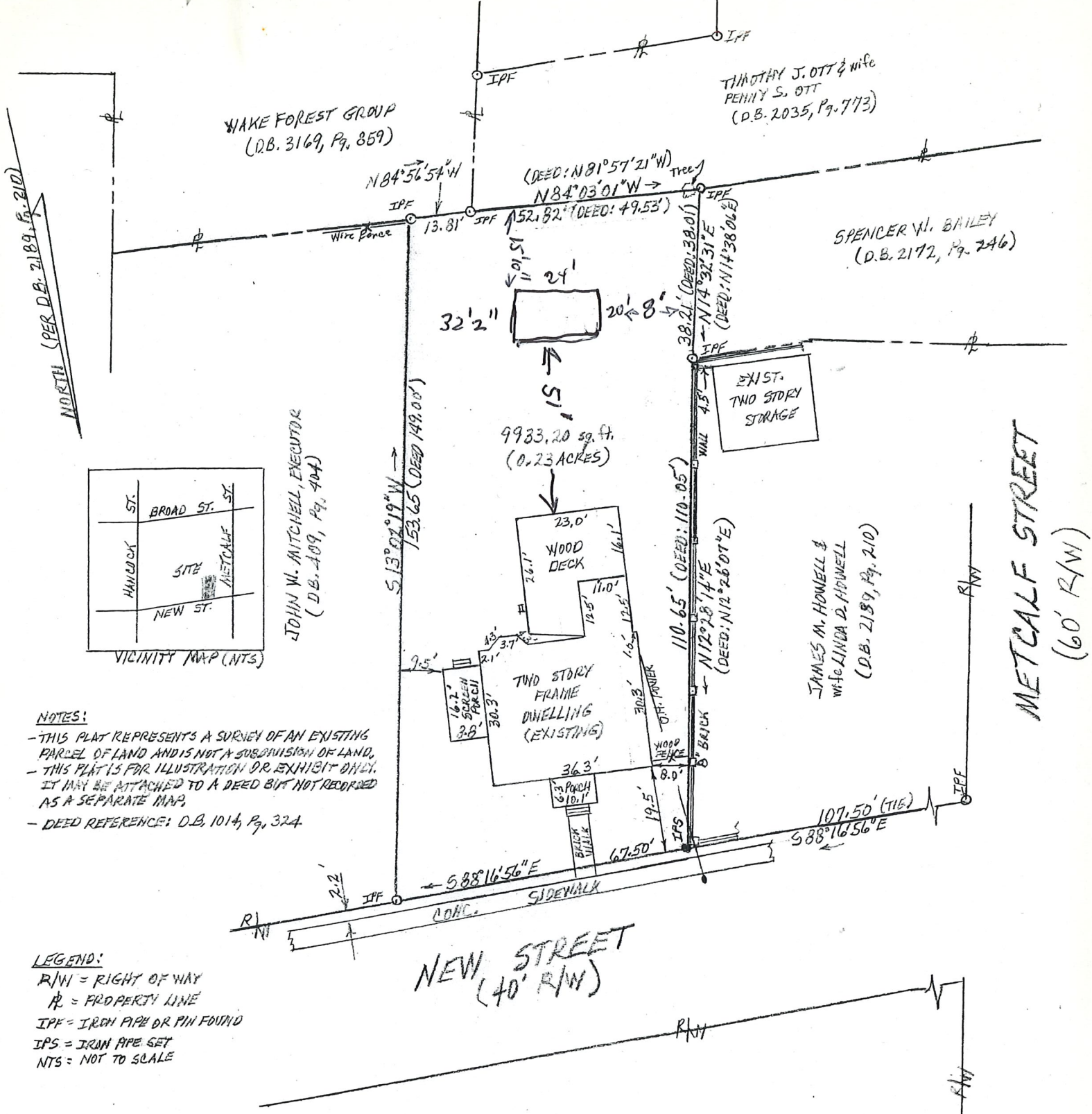
9-11-2019
Date

Sworn to and subscribed before me this 18th day of September 2019

[Signature]
Notary Public

My commission expires: 10-5-2022





I, EDWARD B. LATHAM, CERTIFY THAT THIS PLAT WAS DRAWN BY ME FROM AN ACTUAL SURVEY MADE BY ME. THAT THE RATIO OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS 1/15,000+; THAT THIS PLAT MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600). THIS 21 ST DAY OF JUNE 2013.

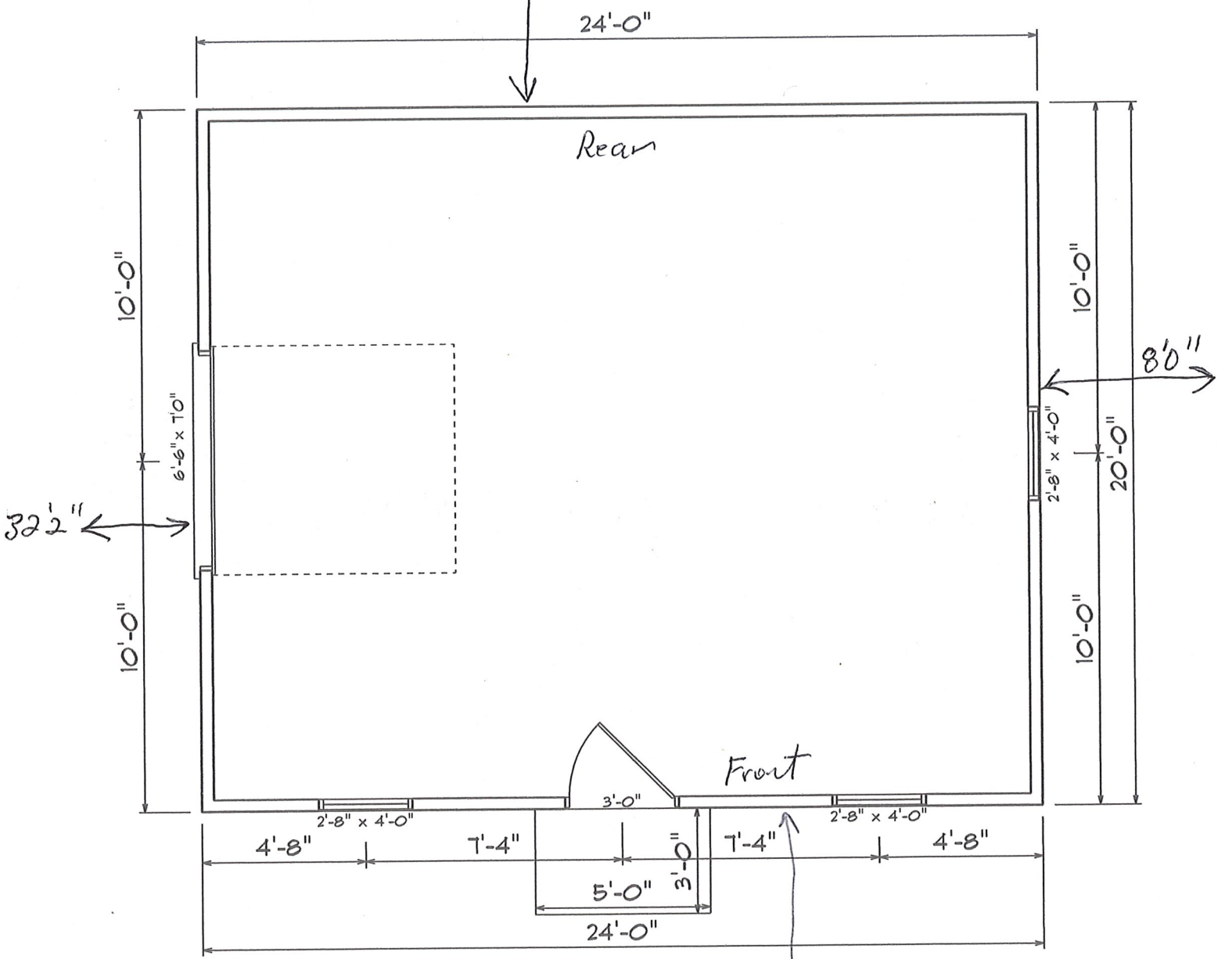
L-1661
LICENSE NO.



Owner: John Mitchell
513 New Street
New Bern, NC
252-637-0870

Property Lines

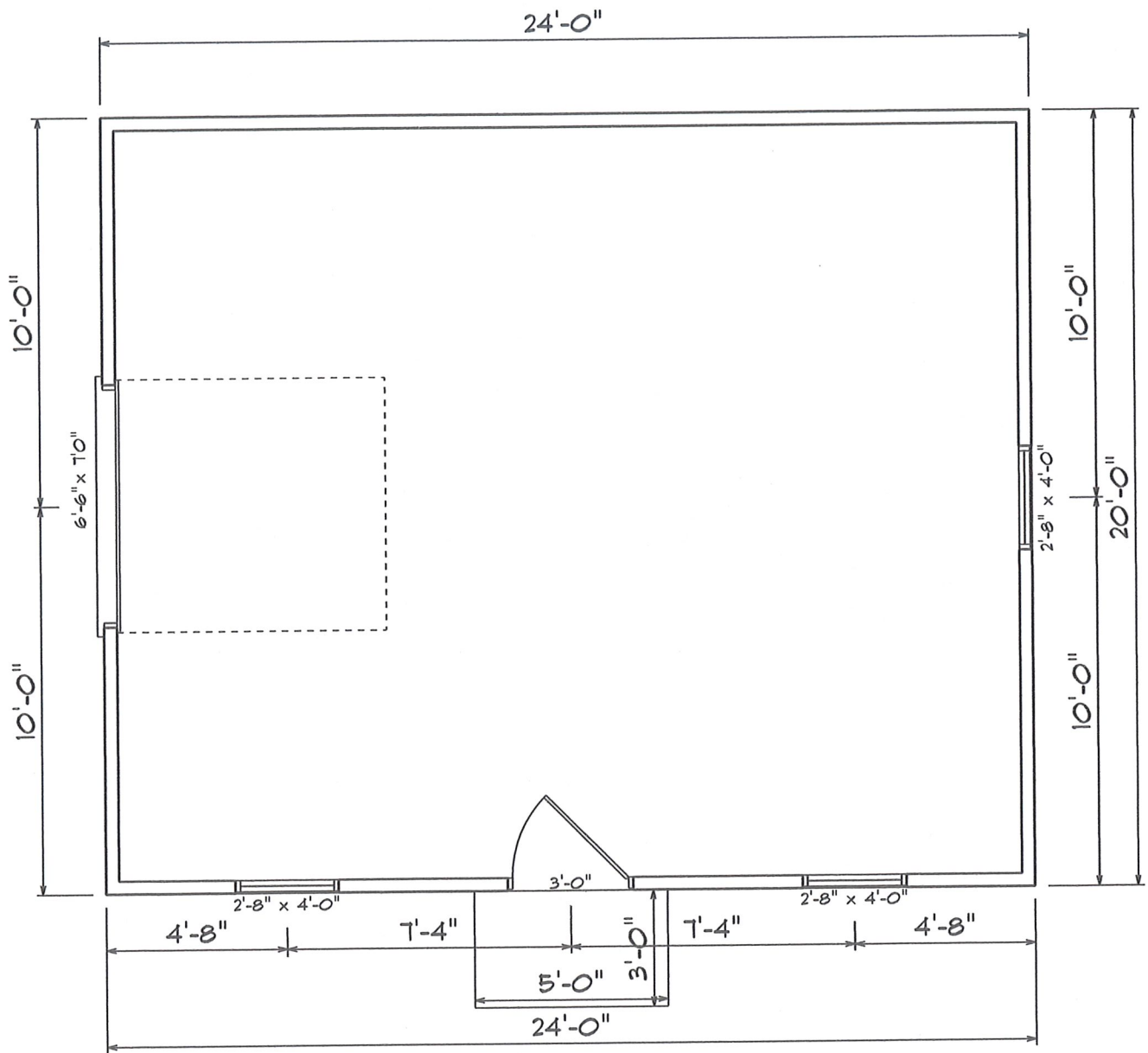
Contractor:
Carl Dixon



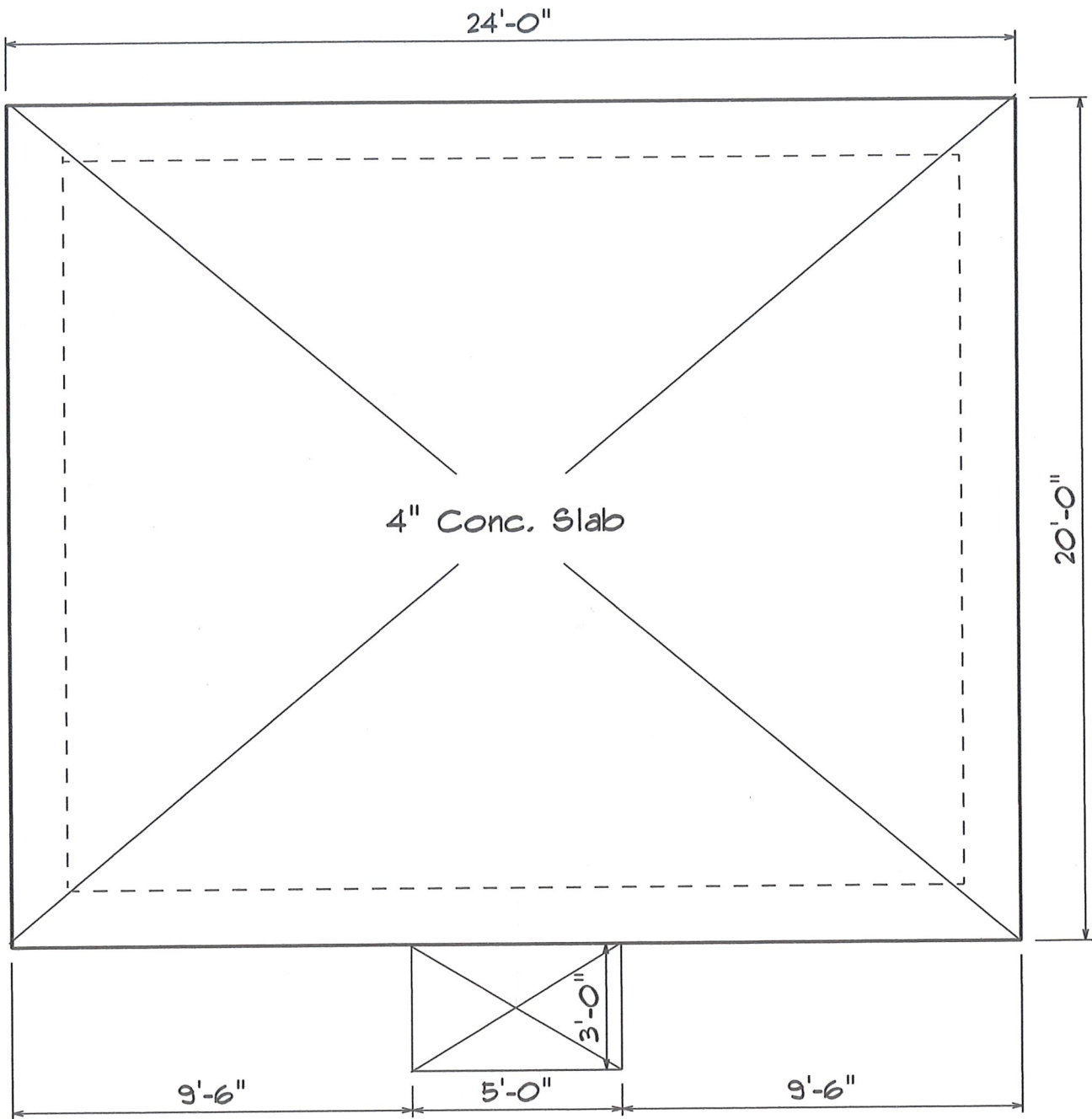
Floor Plan

63'
Howe
30' wide

30'
Road Frontage
Beyond

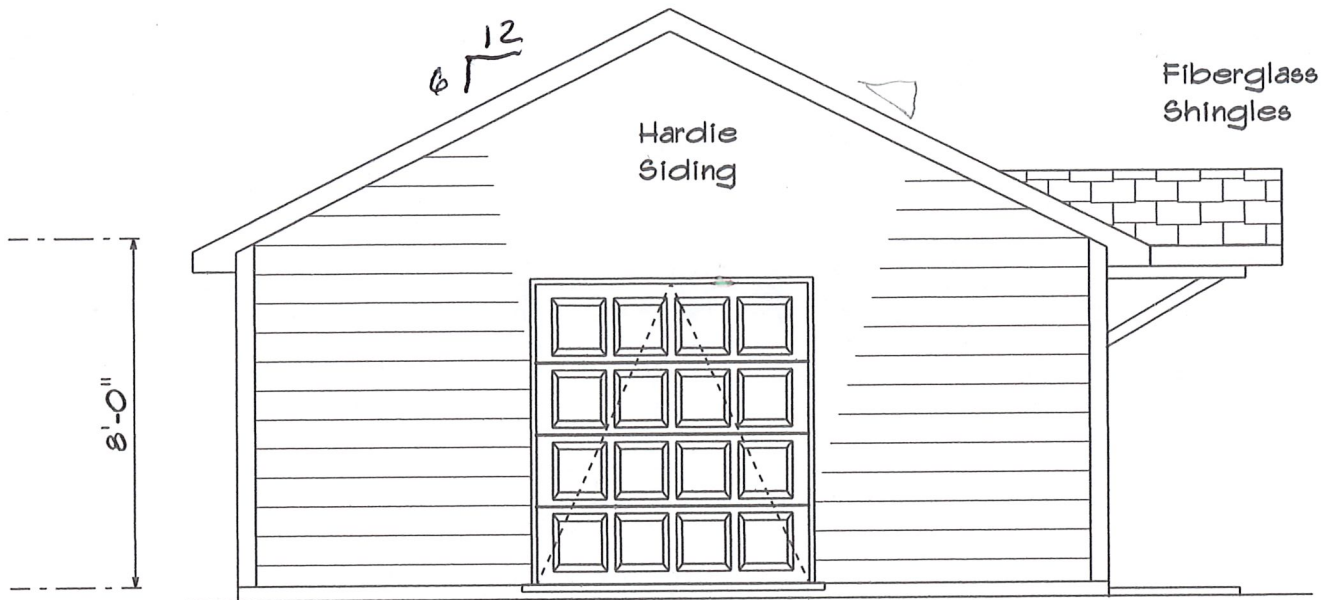


Floor Plan

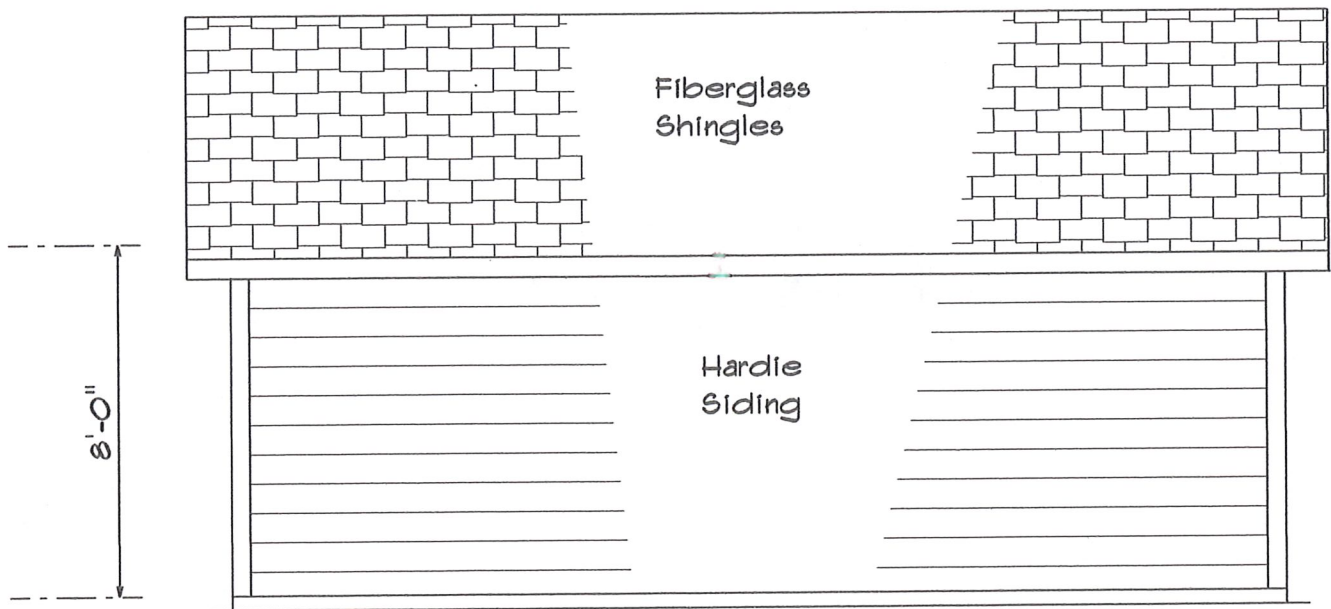


Foundation Plan

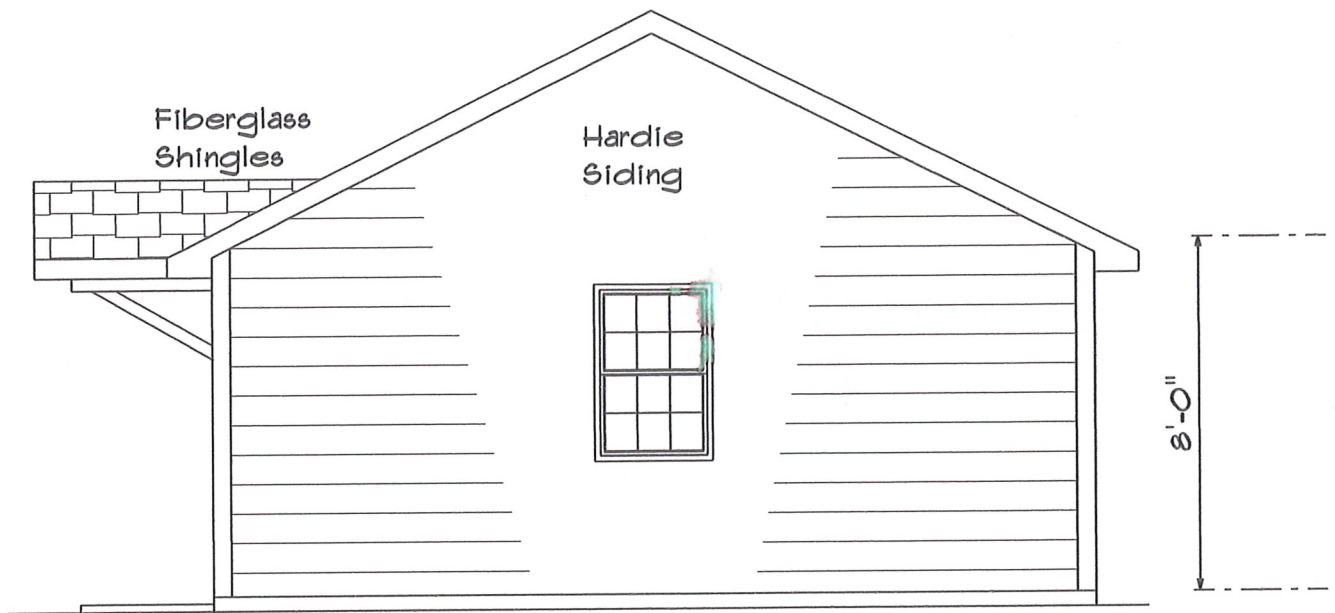




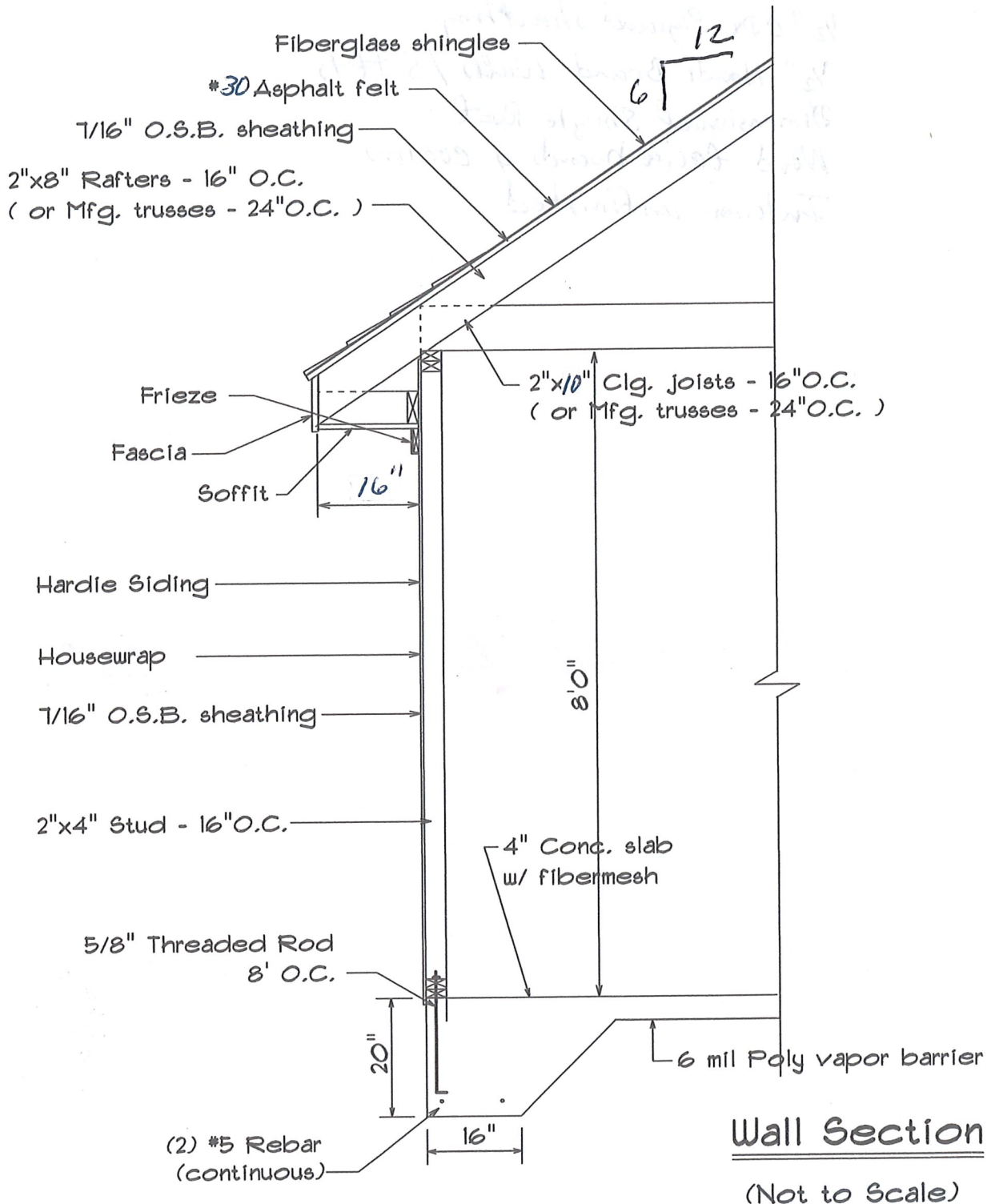
Left Elevation



Rear Elevation



Right Elevation



note: Match existing construction as closely as possible.





Chief Building Inspector

Certificate of Appropriateness Findings & Recommendations

HPC Meeting October 16, 2019

Applicant: John, Jr. & Denise Mitchell
Applicant Address: 513 New St., New Bern, NC 28560
Project Address: 513 New St., New Bern, NC 28560
Historic Property Name: Mitchell House (1939)
Status: **Contributing:** X **Non-contributing:**

513 New St. – to include construction of a new, detached outbuilding in the Tertiary AVC.

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

Development Pattern

2.1.3 (footprint, scale, proportion in keeping with neighboring properties)

Accessory Structures

2.6.1, 2.6.2

Design Principles

3.1.1, 3.1.2

Walls, Trim & Ornamentation

4.2.4 (accessory structures have little or no ornamentation)

Windows, Doors & Openings

4.3.2 (vertical or square), 4.3.3 (true muntins or 3D grilles), 4.3.5 (no tinted glass)

Entrances

4.4.4 (proportional to building)

Paint

5.4.2

Contemporary Materials

5.5.1 through 5.5.6

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

1. The proposed accessory structure is to be constructed within the Tertiary Area of Visual Concern (AVC);
2. The proposed accessory structure is not attached to the primary, contributing structure;
3. The proposed accessory structure is not out of scale with other buildings in the area;
4. The proposed accessory structure is designed to be harmonious to the primary, contributing structure;
5. The proposed accessory structure is not incongruous with the Historic District Guidelines.

MOTION

Staff recommends the Commission approve this application for a new accessory structure at this time citing the aforementioned guidelines.

ZONP-001831-2019

**ZONING PERMIT
APPLICATION**

Fee: \$38.00

Fee paid.



Bradleigh Sceviour
(252) 639-7582
sceviourb@newbernnc.gov
Fax: (252) 636-2146
303 First Street
New Bern, NC 28560

Applicant / Building Contractor:

Name: Crown Castle Fiber LLC

Address: 300 Meridian Centre Blvd, Suite 200

Rochester, NY 14618

Telephone: (585) 697-5199

Fax: _____

Email: Nina.Pontello@CrownCastle.com

Legal relationship of applicant to property: _____

Electrical Contractor/if applicable:

Name _____ Title _____ License # _____

Property Information:

1. Business Name _____
2. Address of Property Craven St (35.103939, -77.038710)
3. Purpose of Permit Place new 38'6" AGL FRP Composite Fibertech Pole
4. Zoning District C-1 Lot Size _____ PLF _____ S.L.F. _____

(Note: If more than two acres, a Special Use Permit may be required)

5. Minimum Required Setbacks: Front: _____ ft. Side: _____ ft. Rear: _____ ft.
6. Proposed setbacks: Front: _____ ft. Side: _____ ft. Rear: _____ ft.
7. Buildings: Number existing _____ Gross Floor Area _____
Number proposed _____ Gross Floor Area _____
8. Trees: # Required: _____ # Proposed: _____ Screen Type & Location: _____
9. Parking: # Required: _____ # Proposed: _____ # Existing: _____

ATTACH SITE PLAN OR SURVEY SHOWING EXISTING AND PROPOSED CONDITIONS.

I certify that the information provided is true to the best of my knowledge

Applicant Signature Nina Pontello

Date 09/17/2019

Approved [] Denied []

Staff Comments: _____

Land & Community Development Administrator: _____

Date _____



Crown Castle Fiber
300 Meridian Centre
Rochester, NY 14618

September 18, 2019

City of New Bern
303 First Street
New Bern, NC 28560

RE: Zoning Permit Application for New Pole on Craven St
Crown Castle Application #SC-NC 0461

Enclosed are the following items for your review:

- Zoning Permit Application
- Construction Plans/Drawing (11"x17")
- Check # 30023784 for \$38.00

Please contact me, nina.pontello@crowncastle.com, or the Project Manager, George Sipek, (919) 234-9979, if you have any questions.

Thank you for your assistance.

Sincerely,

A handwritten signature in black ink that reads 'Nina Pontello'.

Nina Pontello
Permits Administrator
300 Meridian Centre, Suite 200
Rochester, NY 14618
(585)697-5166
nina.pontello@crowncastle.com



EXISTING PHOTOGRAPHIC VIEW



PROPOSED PHOTOGRAPHIC SIMULATION
(FUTURE SIDEWALK NOT SHOWN)

LOCATION: NEW BERN, NC
35.103939°, -77.038710°

POLE OWNER: FIBERTECH

NOTES:

PREPARED FOR:

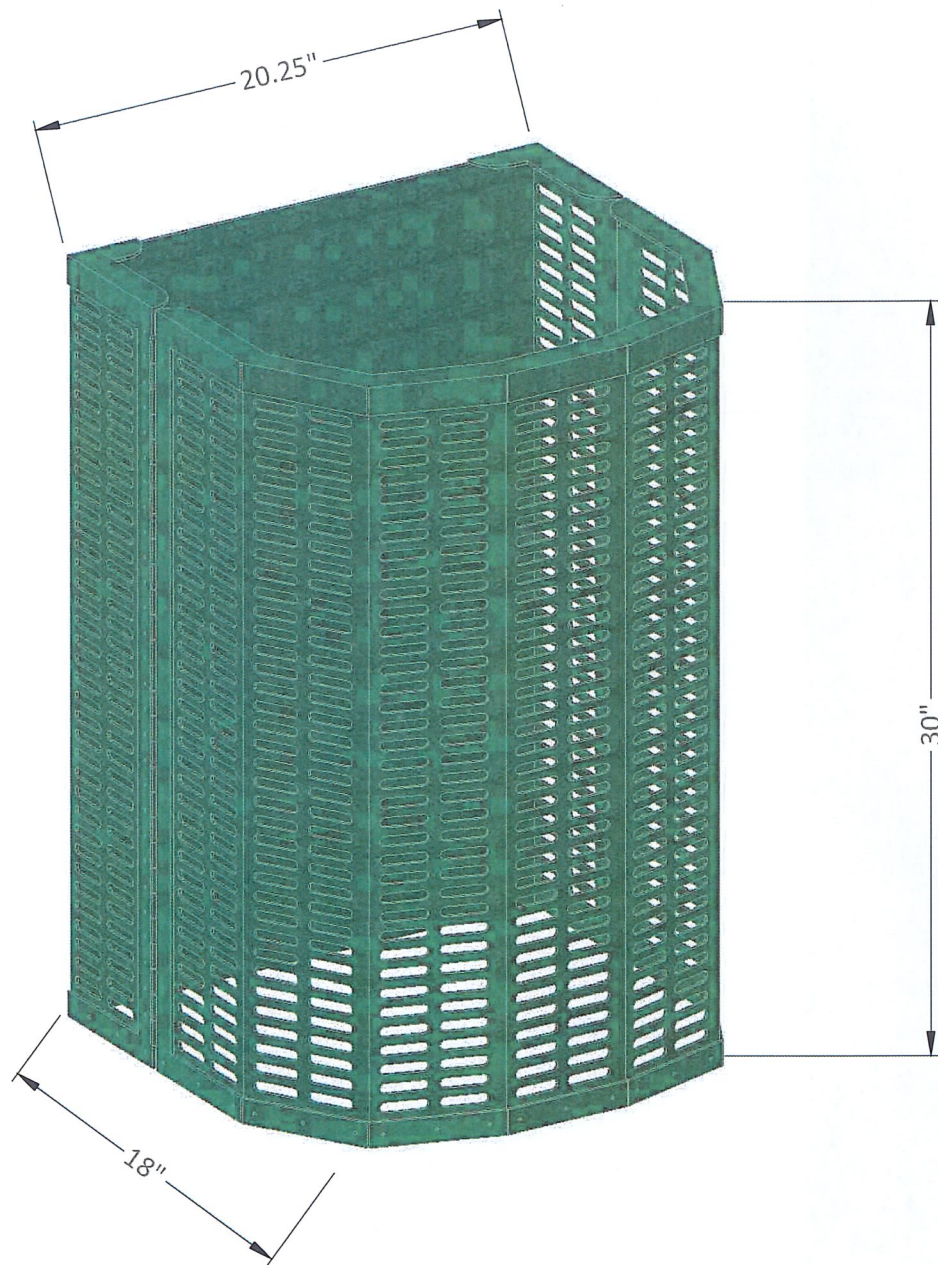


PREPARED BY:
UC SYNERGETIC
Innovative Thinking. Engineered Solutions.
21 OXFORD RD
MANSFIELD, MA 02048
www.ucseeng.com 1-508-337-7600

FIBERTECH SMALL CELL
PHOTO SIM

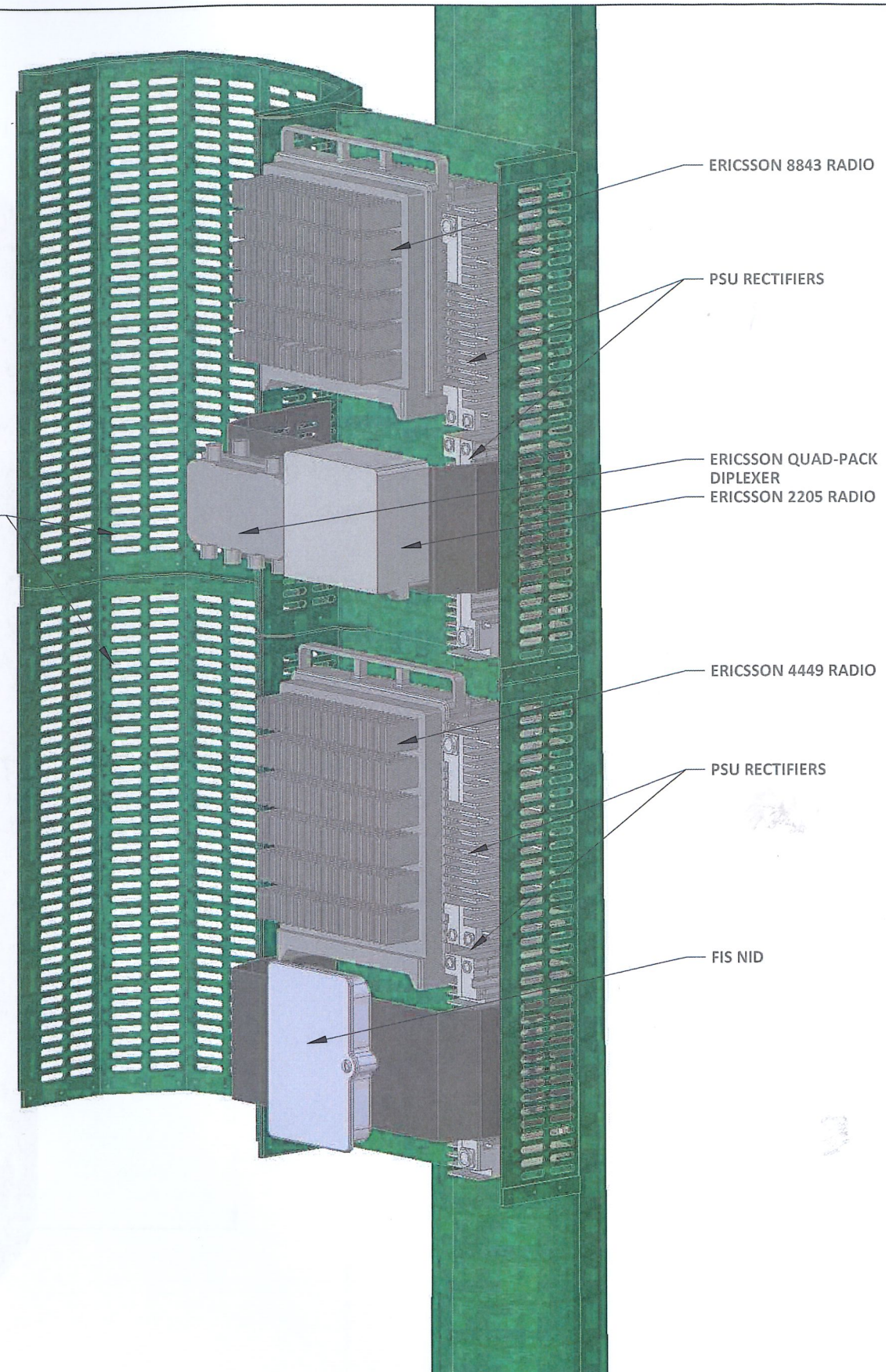
REVISIONS		
REV	DESCRIPTION	DATE
1	UPDATED POLE TYPE & LOCATION	06/05/17
2	UPDATED ANTENNA & ADDED FUTURE RADIO	03/01/19
3	REVISED LOCATION OF NODE POLE	09/09/19

DRAFTER: AC	4
SCALE: NTS	
ISSUE DATE: 08/30/19	
NODE NAME: SC-NC 0461	
SHEET #: 4 OF 11	



NEW YORK MANUFACTURING RADIO CAGE
CONCEPTUAL VIEW

(2) NEW YORK
MANUFACTURING
RADIO CAGES



NEW YORK MANUFACTURING RADIO CAGE
EQUIPMENT ARRANGEMENT
ISOMETRIC VIEW

LOCATION:
NEW BERN, NC
35.103939°, -77.038710°

POLE OWNER:
FIBERTECH

NOTES:

PREPARED FOR:



PREPARED BY:

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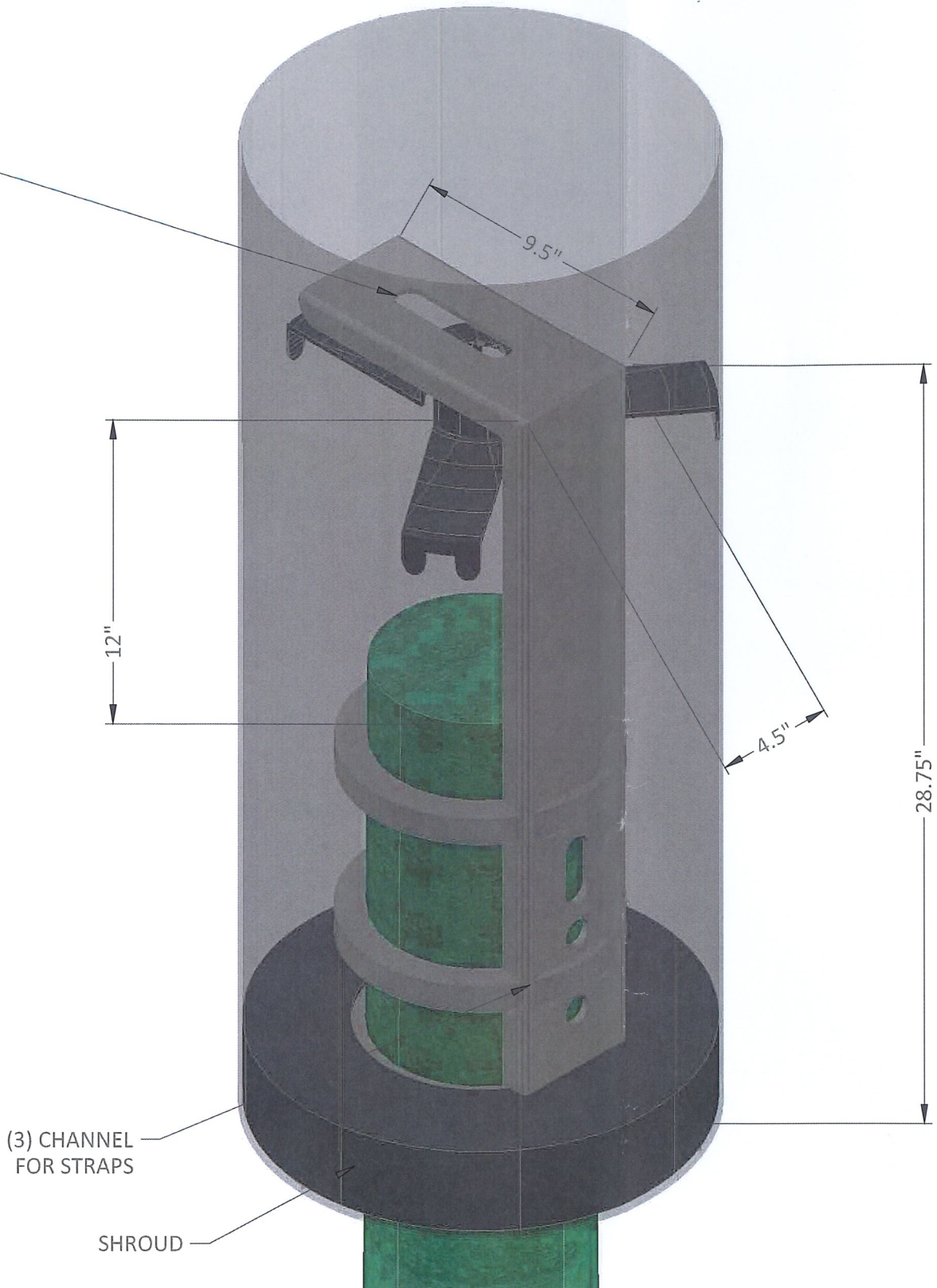
FIBERTECH SMALL CELL
RADIO CAGE

REVISIONS		
REV	DESCRIPTION	DATE
1	UPDATED POLE TYPE & LOCATION	06/05/17
2	UPDATED ANTENNA & ADDED FUTURE RADIO	03/01/19
3	REVISED LOCATION OF NODE POLE	09/03/19

DRAFTER: AC	9
SCALE: NTS	
ISSUE DATE: 08/30/19	
NODE NAME: SC-NC 0461	
SHEET #: 9 OF 11	

FOR PERMITTING PURPOSES ONLY

3.75" X 1" SLOT
FOR JMA ANTENNA



NEW YORK MANUFACTURING TOP POLE BRACKET
WITH SHROUD FOR JMA ANTENNA
CONCEPTUAL VIEW

LOCATION:
NEW BERN, NC
35.103939°, -77.038710°

POLE OWNER:
FIBERTECH

NOTES:

PREPARED FOR:



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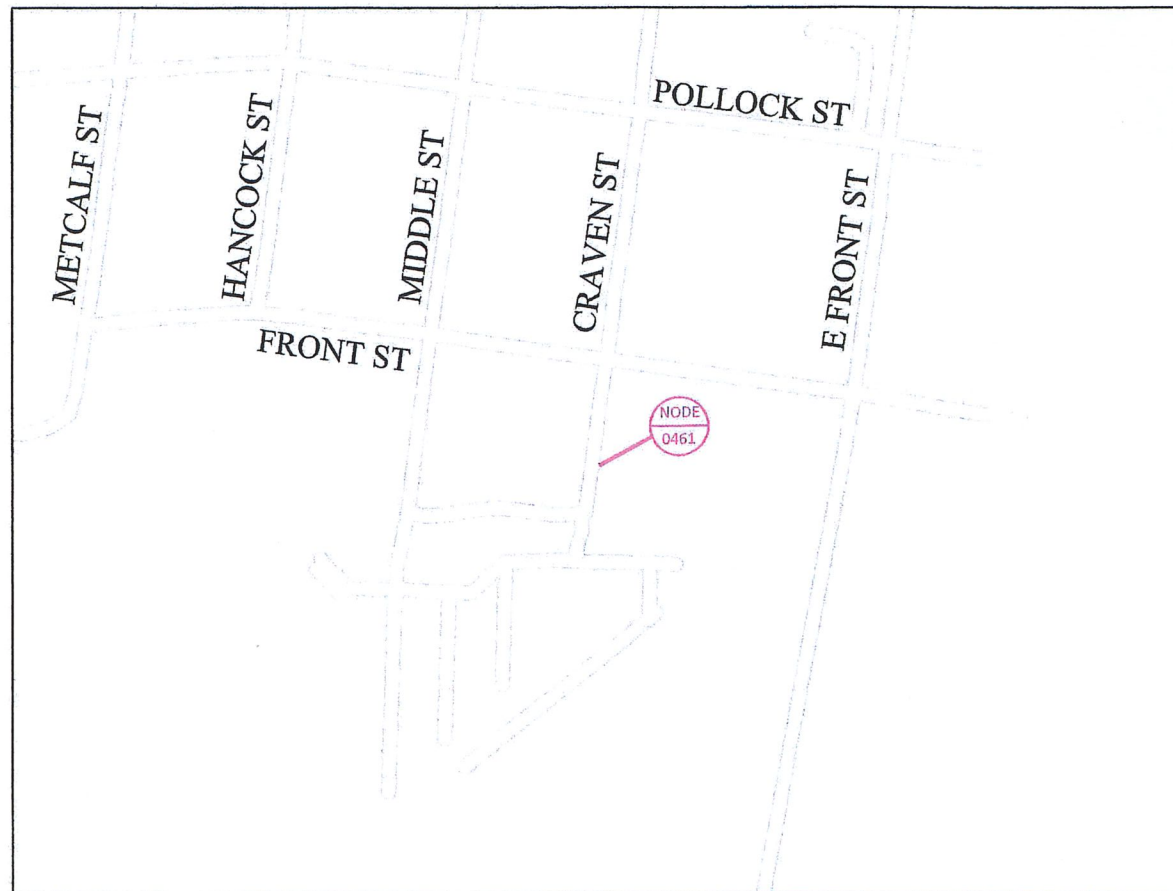
**MOUNTING BRACKET
DETAILS**

REVISIONS		
REV	DESCRIPTION	DATE
1	UPDATED POLE TYPE & LOCATION	06/05/17
2	UPDATED ANTENNA & ADDED FUTURE RADIO	03/01/19
3	REVISED LOCATION OF NODE POLE	09/03/19

DRAFTER: AC
SCALE: NTS
ISSUE DATE: 08/30/19
NODE NAME: SC-NC 0461
SHEET #: 10 OF 11

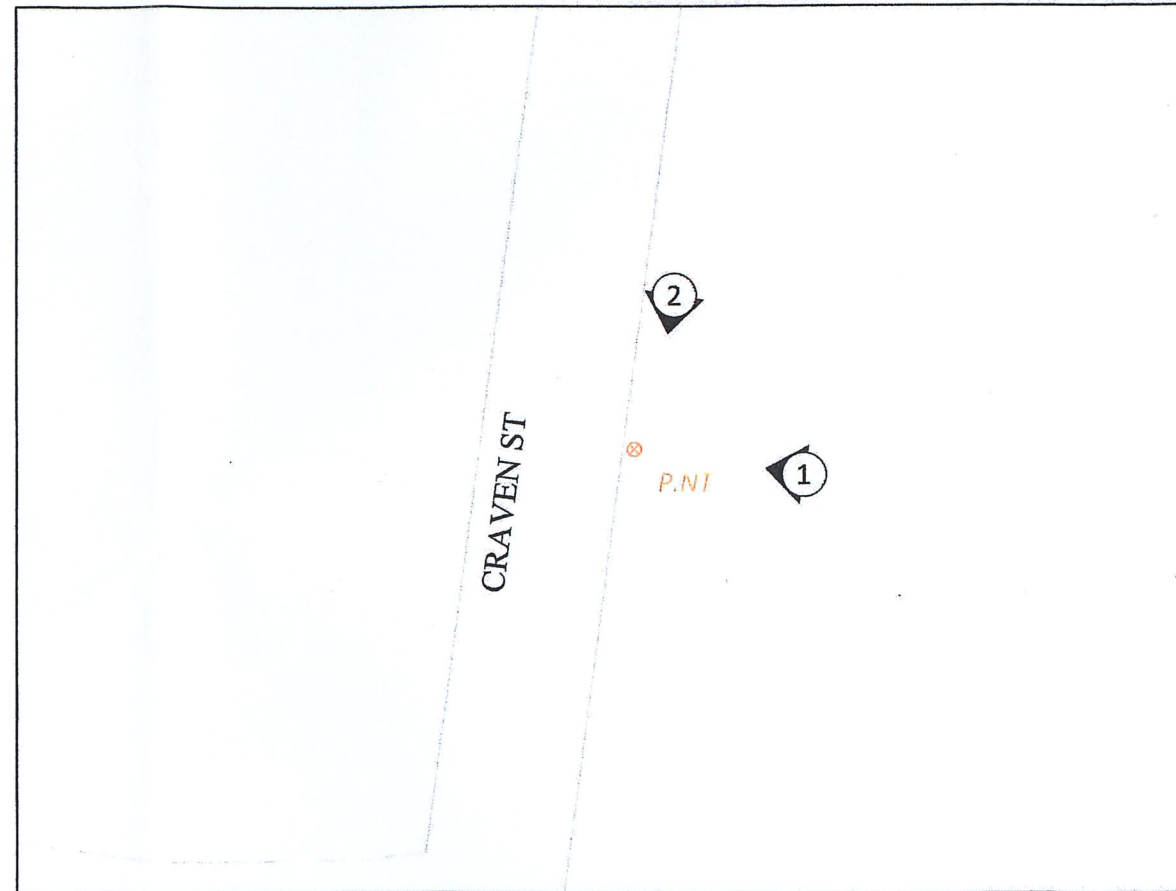


SMALL CELL
PROPOSED NODE SC-NC 0461 LOCATION
NEW BERN, NC



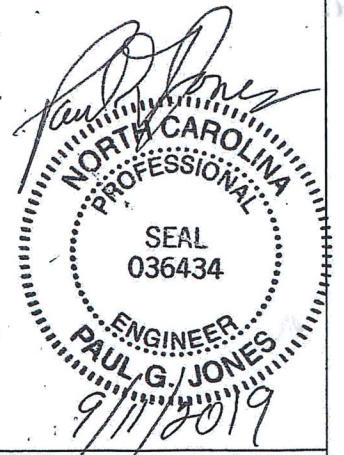
LOCATION MAP

LAT: 35.103939° LONG: -77.038710°
1" = 500'



NODE PLACEMENT

1" = 50'



LOCATION: NEW BERN, NC
35.103939°, -77.038710°

POLE OWNER: FIBERTECH

NOTES:

PREPARED FOR:



PREPARED BY:

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FIBERTECH SMALL CELL
LOCATION MAPS

REVISIONS		
REV	DESCRIPTION	DATE
1	UPDATED POLE TYPE & LOCATION	06/05/17
2	UPDATED ANTENNA & ADDED FUTURE RADIO	03/01/19
3	REVISED LOCATION OF NODE POLE	09/03/19

DRAFTER: AC

SCALE: AS NOTED

ISSUE DATE: 08/30/19

INDEX NAME: SC-NC 0461

SHEET #: 1 OF 11

1

FOR PERMITTING PURPOSES ONLY

SC-NC-0461

CRAVEN ST

PARKING LOT

GRASS

CONCRETE APRON

60' ROW*

39' EOP

WHITE PAINTED PARKING LINES

2X3 ELECTRIC HANDHOLE

2'-9"

9'±

30'

ROW

DRIVEWAY

GRASS

FUTURE 5' SIDEWALK

PROPOSED NODE LOCATION
35.103939°, -77.038710°
PLACE NEW 38'-6" AGL FRP COMPOSITE FIBERTECH POLE
SET AT 6'-6" BELOW GRADE

NO PARKING SIGN POST TO BE REMOVED
SIGN TRANSFERRED TO PROPOSED NODE POLE

NEW POLE MUST BE LOCATED/PLACED BY THE PLACING CONTRACTOR INSIDE THE ROW AND NOT ON PRIVATE PROPERTY

* ROW INFORMATION TAKEN FROM COUNTY OF CRAVEN GIS DATA DATED 2016

CRVEN ST

FIELD SIDE OF CURB

2'-9"

9'±

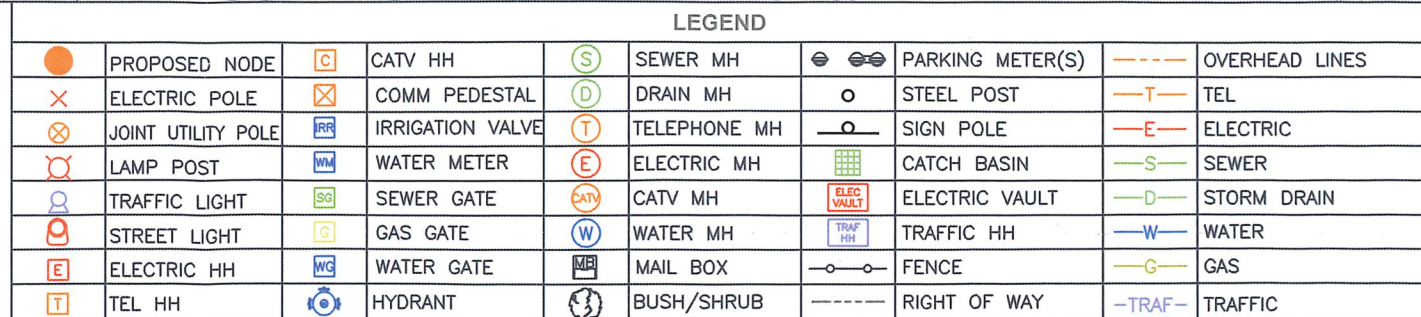
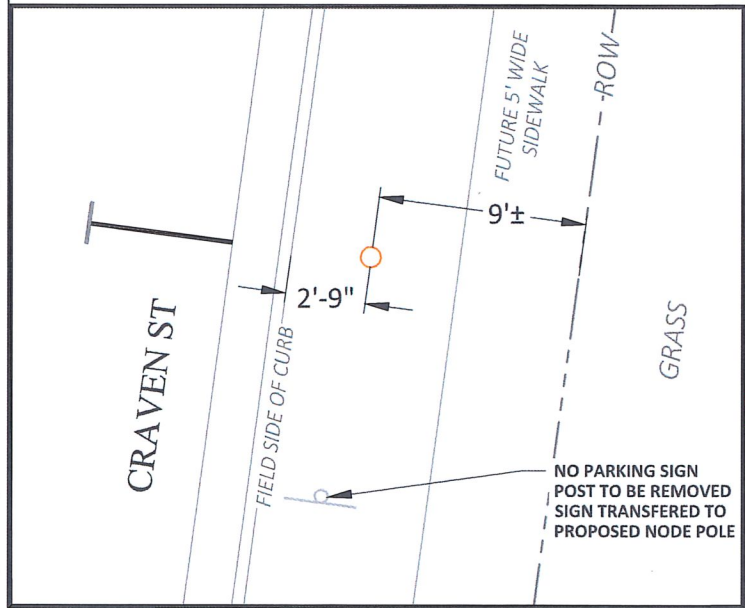
GRASS

NO PARKING SIGN POST TO BE REMOVED
SIGN TRANSFERRED TO PROPOSED NODE POLE

ELEC BOX

WG

ROW



REVISIONS		
REV	DESCRIPTION	DATE
1	UPDATED POLE TYPE & LOCATION	06/05/17
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3	REVISED LOCATION OF NODE POLE	09/03/19
DRAFTER: AC		2
SCALE: SEE BAR SCALE		
ISSUE DATE: 08/30/19		
INDEX NAME: SC-NC 0461		
SHEET #: 2 OF 11		



CALL BEFORE YOU DIG
REQUIRES 72 HOURS
BEFORE YOU EXCAVATE
811 OR 1-800-632-4949

LOCATION:
NEW BERN, NC
35.103939°, -77.038710°

POLE OWNER:	FIBERTECH
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NOTES:

PREPARED FOR:	
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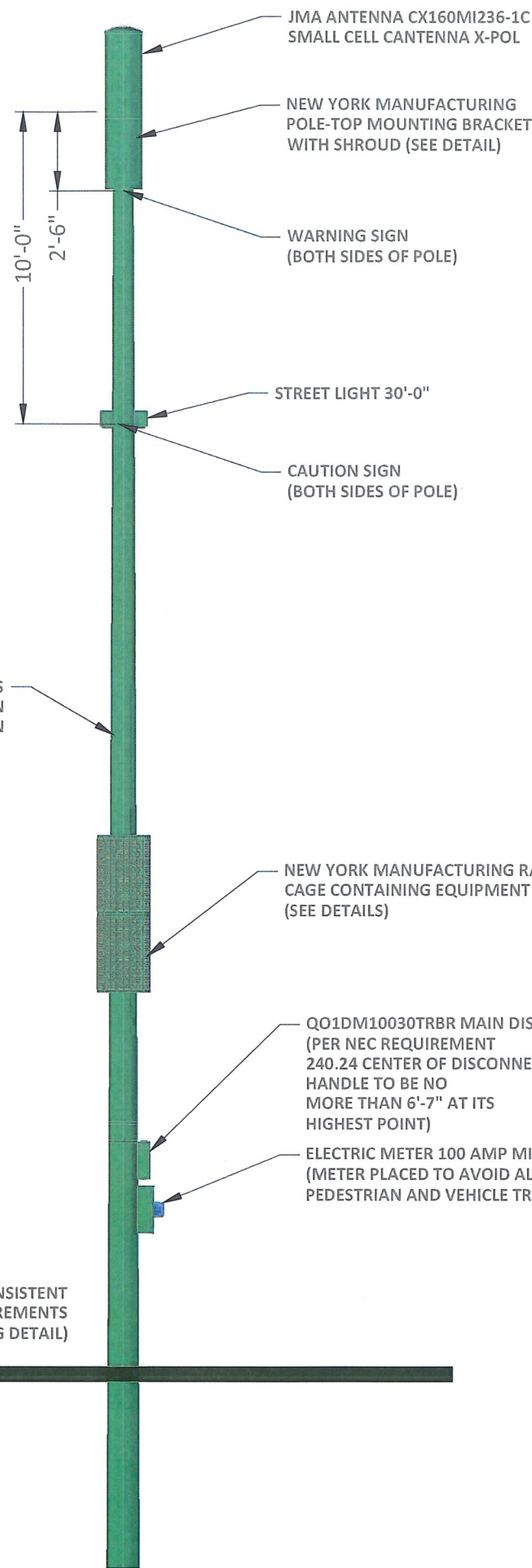
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FIBERTECH SMALL CELL
SITE PLAN

THERE SHALL NOT BE ANY EXISTING, PROPOSED, OR FUTURE AERIAL SPANNING ATTACHMENTS ADDED TO THIS POLE.

ABSOLUTELY NO FIELD CORING/DRILLING OR CUTTING OF METALLIC POLE TO BE ALLOWED. ALL PROPOSED EQUIPMENT MUST BE Banded TO POLE.



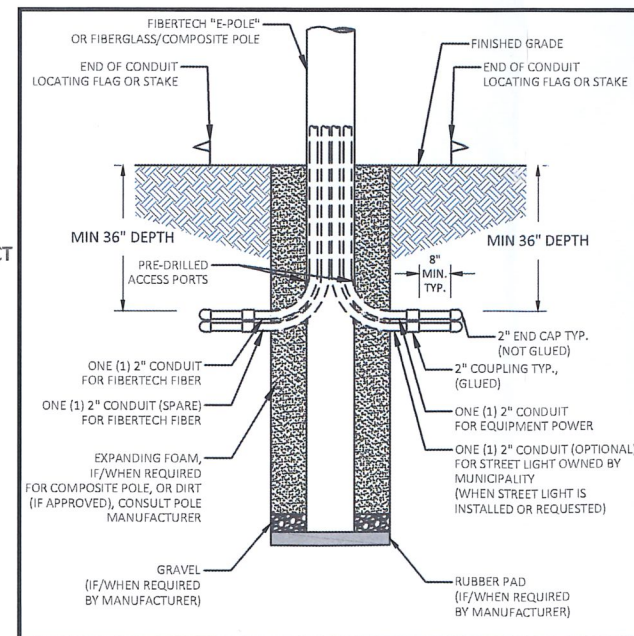
NOTE:
REPLACE EXISTING METAL STREELIGHT POLE WITH NEW 38'-6" AGL FRP GREEN COMPOSITE FIBERTECH POLE.

ALL FIBERTECH EQUIPMENT TO BE PAINTED GREEN TO MATCH POLE

ABSOLUTE MINIMUM DEPTH OF SET MUST MEET OR EXCEED 10% OF OVERALL HEIGHT ABOVE GROUND (INCLUDING ATTACHMENTS), PLUS 2 FEET.

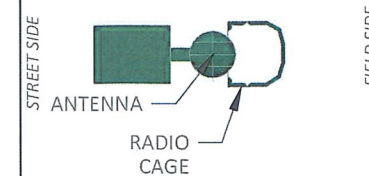
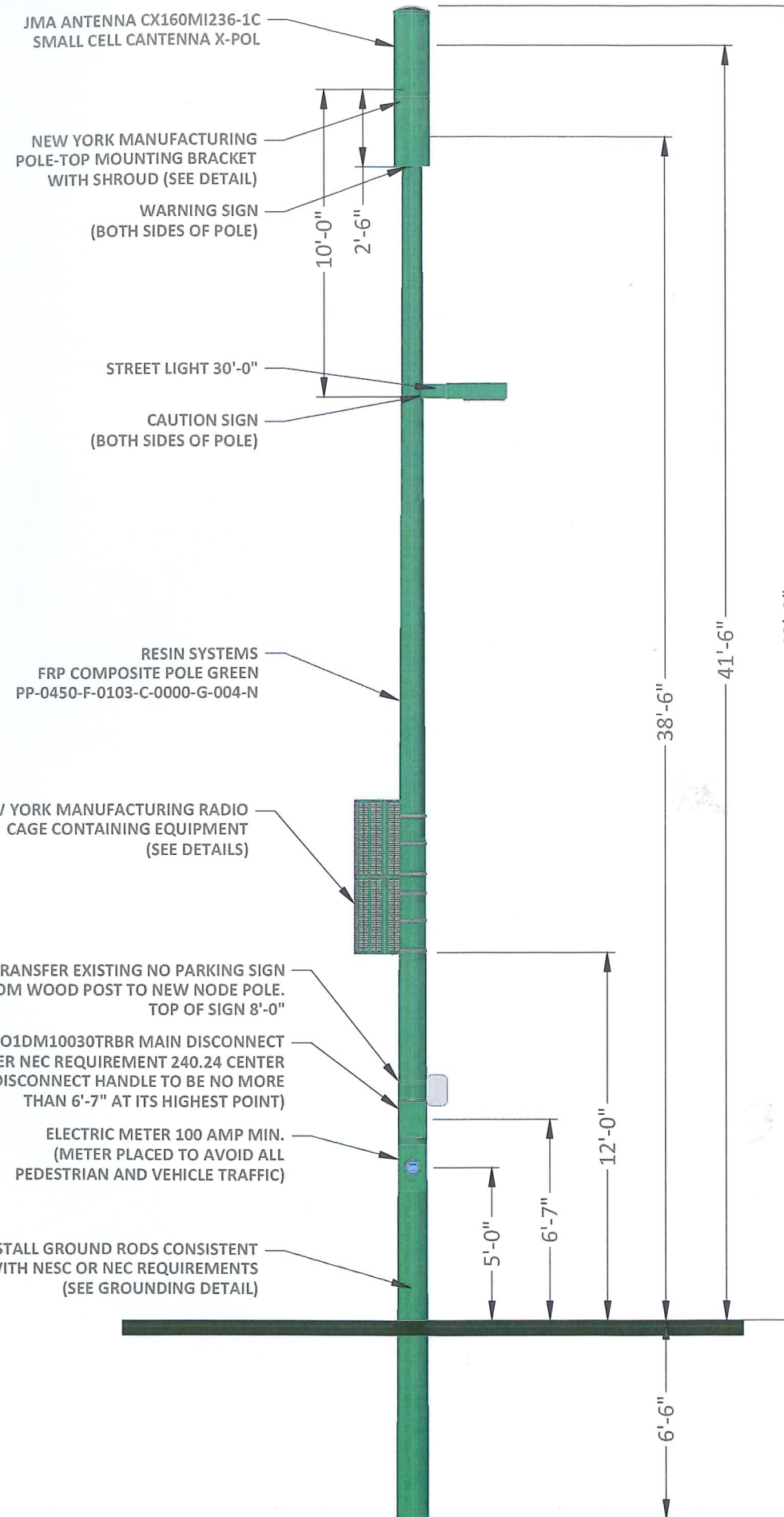
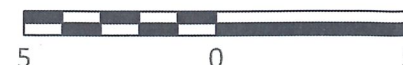
ESTIMATED GROUND-FAULT FOR UNDERGROUND SERVICE IS BETWEEN 3000-6000 AMPS. EXACT AMPERAGE TO BE DETERMINED BY POWER COMPANY AT TIME POWER IS DESIGNED AND SUPPLIED. EXACT AMPERAGE WILL ALSO BE DISPLAYED ON DISCONNECT SWITCH.

- POLE SET & CONDUIT NOTES:
1. FIBER AND POWER CONDUIT ORIENTATION/DIRECTION SHOWN IS FOR PICTORIAL REFERENCE ONLY. PLEASE CONTACT THE FIBERTECH FIBER CONSTRUCTION ENGINEER (FCE) FOR ACTUAL ORIENTATION/DIRECTION PRIOR TO CONSTRUCTION.
 2. POLE/CONDUIT INSTALLER TO PLACE A SMALL LOCATOR FLAG OR STAKE ABOVE GROUND WITH EITHER "FIBER" OR "POWER" WRITTEN ON IT TO INDICATE UNDERGROUND CONDUIT LOCATION.
 3. POLE/CONDUIT INSTALLER TO ADD A 2"-PVC COUPLING, MINIMUM 8"-LONG SECTION OF 2"-PVC PIPE, AND 2"-PVC PIPE CAP (CAP NOT TO BE GLUED/CEMENTED) OR OTHER MEANS TO EACH SWEEP ELBOW COMING OUT OF THE POLE, THROUGH PRE-DRILLED ACCESS PORTS, BELOW GROUND LEVEL AND TO EXTEND PAST EXPANDING FOAM/DIRT FILL TO INSURE NO EXPANDING FOAM/DIRT/DEBRIS RE-ENTERS THE PIPE EXTENSION OR SWEEP ELBOW.
 4. POLE/CONDUIT INSTALLER TO PLACE MULE/PULL TAPE IN ALL CONDUITS.
 5. ALL CONDUIT SHALL BE PLACED UP AND THROUGH CENTER/INTERIOR OF POLE (NOT EXTERIOR) UNLESS OTHERWISE SPECIFIED.
 6. IN LIEU OF TWO (2) 2" CONDUITS FOR FIBERTECH FIBER, ONE (1) 4" CONDUIT MAY BE PLACED.
 7. POLE IS NOT TO BE DRILLED OR ALTERED IN ANY WAY AT INSTALLATION WITHOUT APPROVAL.



SET POLE TO A DEPTH OF 6'-6" BELOW GRADE WITHIN NORMAL SOIL/DIRT CONDITIONS. POLE TO BE BACK-FILLED AND TAMPED AROUND POLE FOR PROPER INSTALLATION

POLE SET & CONDUIT DETAIL
N.T.S.
SCALE IN FEET



PROPOSED TOP VIEW

LOCATION: NEW BERN, NC
35.103939°, -77.038710°

POLE OWNER: FIBERTECH

NOTES:

PREPARED FOR:



PREPARED BY:
UC SYNERGETIC
Innovative Thinking. Engineered Solutions.
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MANSFIELD, MA 02048
www.ucseng.com 1-508-337-7600

FIBERTECH SMALL CELL
PROPOSED

REVISIONS		
REV	DESCRIPTION	DATE
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3	REVISED LOCATION OF NODE POLE	09/03/19

DRAFTER: AC
SCALE: 1" = 5'
ISSUE DATE: 08/30/19
NODE NAME: SC-NC 0461
SHEET #: 3 OF 11

100 Middle St., project on Craven St.

Streetview image, July 2018, with estimated rendition of proposal



Chief Building Inspector

Certificate of Appropriateness Findings & Recommendations

HPC Meeting October 16, 2019

Applicant: Crown Castle Fiber LLC
Applicant Address: 300 Meridian Centre Blvd, Suite 200, Rochester, NY 14618
Project Address: 100 Middle St., project on Craven St., New Bern, NC 28560
Historic Property Name: none
Status: **Contributing:** **Non-contributing: X**

100 Middle St. with project on 100 block of Craven St. – to include installation of a new, 38.5-foot, composite, fibertech pole and small cell wireless facilities in the Primary AVC.

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

Development Pattern

2.1.3 (footprint, scale, proportion in keeping with neighboring properties)

Utilities

2.3.2 (paint equipment to match surfaces and reduce visibility), 2.3.3 (install underground when possible), 2.3.4 (evaluate installations in the ROW for visual impact), 2.3.6 (lights to compliment historic character), 2.3.7 (incorporate street and pedestrian fixtures when creating improvements to ROW)

Design Principles

3.1.1 (scale, mass, proportion, shapes of historic district)

Paint

5.4.2 (harmonious with adjoining work)

Contemporary Materials

5.5.1 through 5.5.4

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

1. The proposed communication utility structure and equipment is to be constructed within the public Right-of-Way (ROW);
2. The surrounding buildings are non-contributing structures;
3. The proposed communication utility structure and equipment is not out of scale with other communication utility structures and equipment in the area;
4. The proposed accessory structure is colored to be harmonious to the surrounding landscaping;
5. The proposed communication utility structure and equipment is not incongruous with the Historic District Guidelines.

MOTION

Staff recommends the Commission approve this application for a new communication utility structure and equipment at this time citing the aforementioned guidelines.

FEE SCHEDULE (office use only)

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



HPC Administrator
 HPCadmin@newbern-nc.org
 Work: (252) 639-7583
 Fax: (252) 636-2146

RECEIVED
 SEP 27 2019
 BY: MS

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

For assistance see "CoA Instructions", as well as "Historic District Guidelines", available online at:
<http://www.newbern-nc.org/departments/development/historic-preservation/historic-preservation-guidelines/>

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

I. Applicant/Owner Information:

Property Address (Include year built, if known):

413 E. Front St. ca. 1890

Property Owner Name(s):

Robert Perkins

Owner Mailing Address:

413 E. Front St.

Phone #'s:

281-
615-2608

Email:

txperkins@gmail.com

Applicant Name (if different):

Applicant Mailing Address:

Phone #'s:

Email:

II. Project Information: (See "CoA Instructions" & "Historic Guidelines" for help in completing this section)

1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed)

- new fence to replace neighbor's fence destroyed in Florence
- gutters to protect porch rails and floors from rot and decay
- shutters to replace shutters once on home

see attached

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: (page and guideline number):

Fence 2.3.1; 2.5, 2.5.3

Gutters 4.5.5

Shutters 4.3.4

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 attached

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.

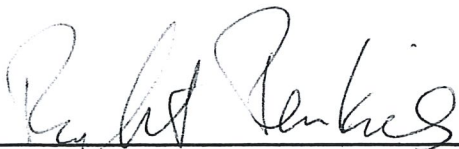
Please see Development Services Staff (Staff) prior to submittal for initial review of the application and advisement if additional information will be required before consideration at a Historic Preservation Commission hearing.

Please read the following statements. Your signature below acknowledges that you have read the statements and attest to their accuracy:

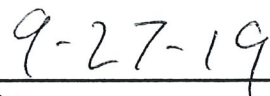
Check one:

- ☒ I am the owner of the Property, or
- ☐ I am acting on behalf of the owner of the property and 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/Owner



Date

APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST. NO LESS THAN 2 WEEKS PRIOR TO UPCOMING MEETING. FOR FURTHER INFORMATION, CONTACT THE ADMINISTRATOR OF THE HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.

Application for a CoA for 413 E. Front St. New Bern, NC

Fence

Proposed addition of a fence to the north secondary side of the main structure to replace a previously existing wall lost to Hurricane Florence.

The fence would extend from the northwest rear corner of the existing porch west to the southeast corner of our neighbor's guesthouse/garage. The previous fence used this same footprint and it screened our HVAC and second story AC units from the street and afforded privacy for our neighbors and their guests.

The fence will be constructed of pressure-treated wood and mimic the design of the rails enclosing the front porch. It will stand 5.5feet tall and will be level with the porch rails.

Specs

5.5" x 4" top cap

1.5 x 1.5 square spindles

Spindles 3" apart

3.5" x 1.5" bottom rail

In total the fence will extend 42 feet on the north side of the AVC. It will be painted the same colors as the porch rails.

Gutters

Proposed addition of gutters to the primary AVC along the edge of the front porch(1st floor) extending around each side to the secondary AVC where downspouts would be located.

Gutters would also be added to the secondary AVC on the south side along the second story eaves with downspouts at each end.

Presently storm water is spilling onto our front porch washing the grout from between the broken tile flooring and causing increased water damage to the porch rails. On the south side

the rain water is washing gravel from our shared drive, flooding our crawl spaces and causing rot in the crawl space gratings.

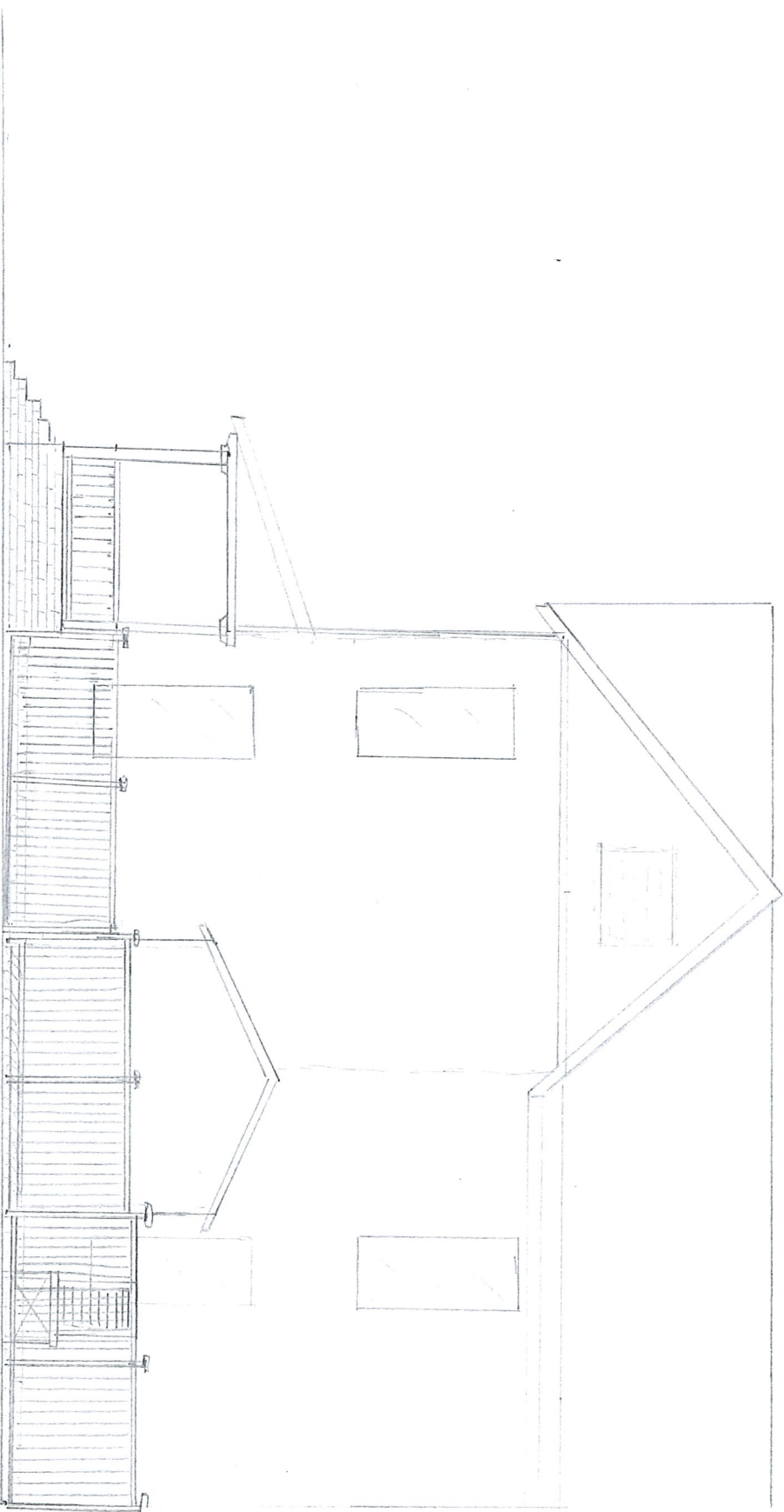
We have spoken with S&W Gutters who have given us a bid for seamless gutters in those two areas. They have provided the gutters for our neighbor's house. The gutters will be painted to match the eaves to which they will be attached.

Shutters(Blinds)

Proposed replacement of primary AVC second story shutters.

Shutters on the second story will be replaced with traditional open louver with center mullion wood shutters. They will be painted to match the existing first floor shutters. The shutters will measure 18" x 82" with open louver slats. There will be an "S" hold back with a lag bolt of stainless steel coated with black powder. The original pintels will be used with new hinges.

North Side View - 43' Fence - 413 E. Front St.







01/01/2013 20:30







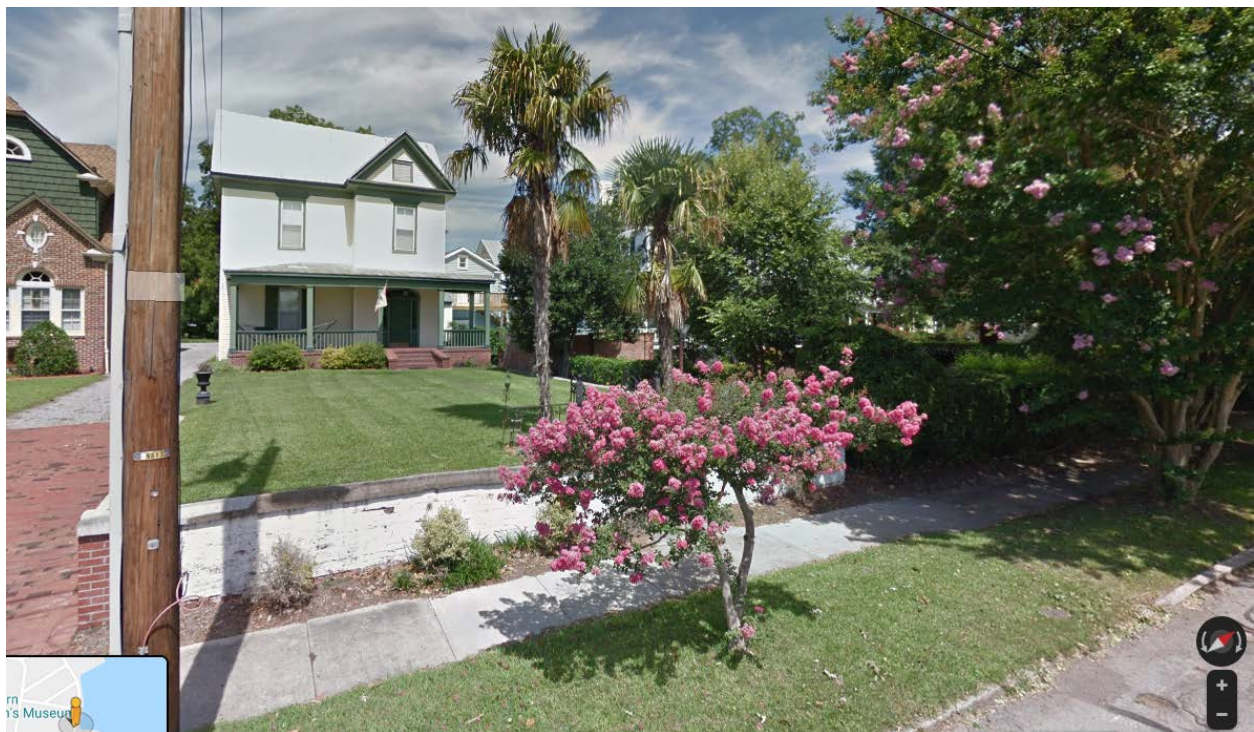








413 E. Front St. (From Streetview, July 2018)



Certificate of Appropriateness Findings & Recommendations

HPC Meeting October 16, 2019

Applicant: Robert Perkins
Applicant Address: 413 E. Front St., New Bern, NC 28560
Project Address: 413 E. Front St., New Bern, NC 28560
Historic Property Name: Henry R. Bryan, Jr. House (c. 1890)
Status: **Contributing:** X **Non-contributing:**

413 E. Front St. – to include installation of new fence, gutters, and shutters in the Primary and Secondary AVCs.

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

Fences and Garden Walls

2.5.1, 2.5.2, 2.5.3

Shutters

4.3.4 (Relate shutters and blinds proportionately to window openings. Whether operable or fixed, shutters or blinds shall have operable hardware including hinge and holdback hardware.)

Gutters

4.5.5 (It is not appropriate to replace concealed, built-in gutter systems with fascia-mounted gutters.)

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

1. The proposed new shutters and gutters are to be placed in the Primary Area of Visual Concern (AVC); the new fencing is within the Secondary AVC;
2. The new fence is based on historic design of features of the house and in accordance to the applicable guidelines.
3. The design for the shutters is in accordance with the applicable guidelines.
4. The gutters do not replace concealed, built-in gutters and therefore are not incongruous with the guidelines.
5. The proposed construction and alterations are not incongruous with the Historic District Guidelines.

MOTION

Staff recommends the Commission approve this application for the installation of new fence, gutters, and shutters at this time, citing the aforementioned guidelines.

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



HPC Administrator
 HPCAdmin@newbern-nc.org
 Work: (252) 639-7583
 Fax: (252) 636-2146



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

For assistance see "CoA Instructions", as well as "Historic District Guidelines", available online at:
<http://www.newbern-nc.org/departments/development/historic-preservation/historic-preservation-guidelines/>

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

I. Applicant/Owner Information:			
Property Address (Include year built, if known): 501 Metcalf Street			
Property Owner Name(s): Gregory Rosch	Owner Mailing Address: 501 Metcalf St NB, NC 28560	Phone #'s: 637-1363	Email: RoschHome@gmail.com
Applicant Name (if different):	Applicant Mailing Address:	Phone #'s:	Email:

II. Project Information: (See "CoA Instructions" & "Historic Guidelines" for help in completing this section)	
1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed) Remove section of fence put back up with 12' divide ^{wood} gate - crushed gravel material non contemporary edging material See attached site plan	
2. Reference the specific Guideline(s) in the "Historic District Guidelines" which you believe apply to this project: (page and guideline number): 2.7 2.7.1, 2.7.2, 2.7.3, 2.7.4, 2.7.5	
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). I meet all of guideline for parking	

III. Additional Information Provided: (See "CoA Instructions" for more detail)

Plan(s) of Work, with: (please check all of those which are included with this application)

- ☒ Site plan (with annotated notes showing existing site and requested work)
- ☐ Photographs of the building and location where the proposed work will be completed
- ☐ Annotated notes or photos of materials to be used (samples may also be submitted)
- ☐ Floor plan with dimensions (for additions)
- ☐ Elevations with dimensions (for exterior additions or renovations)
- ☐ Supporting materials (brochures, photos of similar New Bern projects, estimates, etc.)
- ☐ Letter from owner acknowledging this application, in the case of submission by an applicant or lessee.

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

Please read the following statements. Your signature below acknowledges that you have read the statements and attest to their accuracy:

Check one:

- ☒ I am the owner of the Property, or
- ☐ I am acting on behalf of the owner of the property and I have attached a letter from the owner(s) indicating their knowledge of this application.

- ◆ I understand that submittal of this application does not constitute approval of proposed alterations.
- ◆ I understand that the approval of this application by City Staff or the New Bern Historic Preservation Commission (HPC) does not constitute approval of other federal, state, or local permit applications.
- ◆ I understand that I (or my representative) will need to attend the Hearing of this Application by HPC. No Applications shall be heard without a representative present and all applicable fees paid in full.
- ◆ I have reviewed the City of New Bern's "Historic District Guidelines" in preparing this Application.
- ◆ I understand that the property referenced by this Certificate of Appropriateness (CoA) application is in one of New Bern's local historic districts and that it represents a part of New Bern's historic fabric. If a CoA is approved by HPC or Staff, I agree to implement all changes as specified in the approved CoA, including any conditions. I understand that I am responsible for contacting Staff if I have any questions regarding the allowed changes specified in the approved CoA.
- ◆ I understand that ANY unapproved alterations are enforceable as a violation of City Ordinance and must be brought into compliance by removal or through the CoA process.
- ◆ I affirm that all the information included in this application is true to the best of my knowledge.
- ◆ I understand that incomplete applications cannot be considered.

Signature of Applicant/Owner

Date

APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST. NO LESS THAN 2 WEEKS PRIOR TO UPCOMING MEETING. FOR FURTHER INFORMATION, CONTACT THE ADMINISTRATOR OF THE HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.

Now or Formerly
Andrew J. Birbaum
Deed Book 3005 Page 162
505 Metcalf Street
New Bern, NC 28560

NC Grid
NAD 83 / 2011
"VRS"

And
Deed
&
Ne



* PARKING SPACES TO BE LOCATED BEHIND THE
LINE EXTENDING ALONG THE FACE OF THE
BUILDING; SURVEYOR TO PROVIDE DIMENSION
TO ENSURE COMPLIANCE



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:

501 Metcalf
• driveway & parking off Metcalf St.
• driveway & parking off New St.

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

Zoning District: R-8

Required Setbacks (primary structure): Front Side Rear N/A

Accessory Setbacks: From Nearest Structure 0 Side 0 Rear 0

Maximum Lot Coverage for proposed use: 60%

Maximum Height of Structure: N/A

Required Site Improvements: Landscaping yes Buffer 10' Parking 2/3

Other requirements:

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

Comments: Requires SUP

Zoning Administrator [Signature] 10/2/19

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

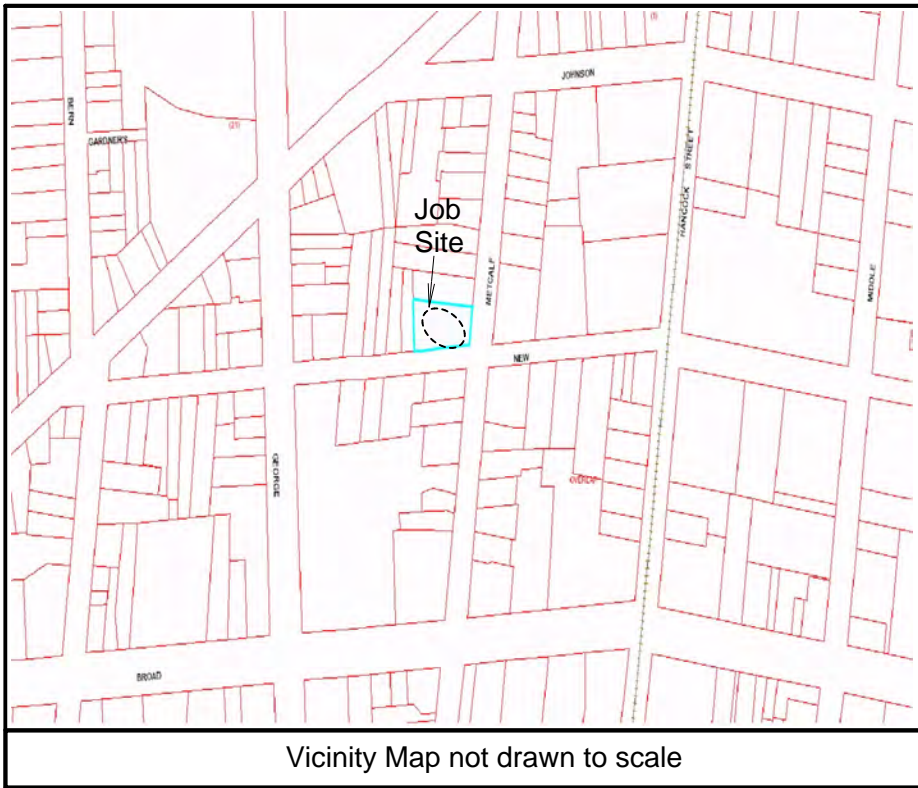
The proposed project Will Will Not X require a building permit(s).

Comments: Driveway permit may be needed from Public Works Department

Chief Building Inspector [Signature] 10/2/19

501 Metcalf St





Vicinity Map

This Property is in the New Bern Locally Designated Historic District.

Now or Formerly
Daniel R. Batten
Deed Book 3107 Page 693
608 New Street
New Bern, NC 28560

Certificate of Ownership

I hereby certify that I am the owner of the property described hereon, which property is within the subdivision regulation jurisdiction of the City of New Bern, and that I freely adopt this plan of subdivision.

Owner Signature

Date

Surveyor's Certificate & Parcel Status

I, Hugh A. Sorrell, a Professional Land Surveyor in the State of North Carolina, certify that this plat was drawn under my supervision from an actual survey performed under my supervision. That the boundaries surveyed are defined in Deed Book 3541 Page 1498. That the boundaries not surveyed are clearly indicated. That the ratio of precision as calculated is 1: _____. That the following information was used to perform the GPS survey.

GPS receiver used: Spectra SP 80
Class of survey : C
Positional accuracy : 0.03
Type of GPS field procedure : Virtual Receiving Station
Dates of survey : August 21, 2019
Datum/Epoch : NAD 83 / 2011 adjustment
Published / Fixed control used : "VRS"
Geoid Model : GEOID 12A
Combined Grid Factor : 0.99988134
Units : US FOOT

That this plat was prepared in accordance with GS 47-30 as amended. That this plat meets the requirements of GS 47-30 section F-11, as an existing parcel of land that does not create a new street or change an existing street.

Witness my original signature and seal this ____ day of _____, 2019

Hugh A. Sorrell, Professional Land Surveyor L-2849

Metes and Bounds of Total Area

From	To	Bearing	Distance
A1	B1	S 84°38'20" E	49.67'
B1	C1	S 84°51'56" E	103.65'
C1	D1	S 07°44'53" W	65.95'
D1	E1	S 86°31'29" W	92.09'
E1	F1	S 86°26'04" W	50.00'
F1	A1	N 01°17'15" W	87.98'

Metes and Bounds of Metcalf and New Street

From	To	Bearing	Distance
C1	G1	S 82°15'07" E	30.00'
H1	G1	N 07°44'53" E	80.39'
I1	H1	N 86°31'29" E	118.69'
I1	J1	S 86°26'04" W	49.98'
F1	J1	S 03°33'56" E	20.00'

Now or Formerly
Andrew J. Birbaum
Deed Book 3005 Page 162
505 Metcalf Street
New Bern, NC 28560

NC Grid
NAD 83 / 2011
"VRS"

Now or Formerly
Andrew J. Birbaum
Deed Book 3005 Page 162
505 Metcalf Street
New Bern, NC 28560

Zoning Information

Property is Zoned as a R-8
Landuse Code 110

Special Notes

- A. This plat is subject to any facts that maybe disclosed by a full and accurate title search, as well as any right of ways easements, zoning regulations and restrictive covenants of record not shown hereon.
- B. Area computed by the Method of Coordinate Geometry
- C. All distances are horizontal ground unless otherwise noted
- D. Wetlands were not defined or mapped during this survey.
- E. Underground utilities are not included in this survey.

Right of Way Information

Right of Way for Metcalf Street and New Street are based off of existing monumentation.

Owner Information

Gregory Rusch
501 Metcalf Street
New Bern, NC 28560

Revised October 1, 2019

A Site Plan for:

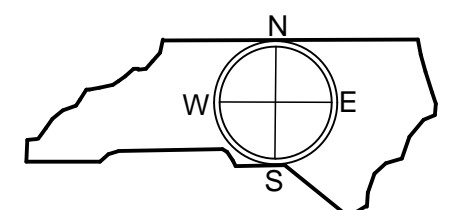
Rusch Home
Bed & Breakfast

Number Eight Township
Scale 1" 15'

Craven County
Surveyed August 21, 2019

Sorrell Land Surveying, Inc.

Hugh A. Sorrell, Professional Land Surveyor L-2849
107 Union Drive, Suite 101 Washington, NC
www.sorrellandsurveying.com Office (252) 948-2464
Company License: C-3508 Mobile (252) 944-9798



"Serving the land surveying needs of Eastern NC"

File: 0819GR08 Site Plan

Review Officer

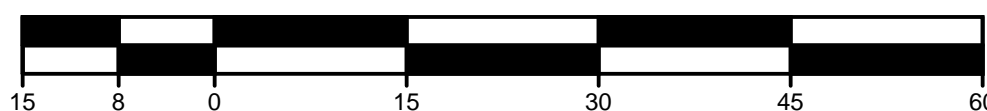
State of North Carolina

Craven County, NC

I, _____, Review Officer of Craven County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Review Officer

Date



Legend

- ⊙ EIP = Existing Iron Pipe
● NIP = New Iron Pipe
⊙ Ex. Mon. = Existing Concrete Monument
⊙ Mag Nail = Magnetic Survey Nail
○ NPS = No Point Set
● = Power Pole
--- = Right of Way
--- = Centerline
--- = Lines Surveyed
--- = Lines Not Surveyed
--- = Power Line
--- = Curbing
--- = Water Boundary
R/W = Right of Way
PC = Point of Curvature
PT = Point of Tangency

All NIP's set are black iron pipe 1" in Diameter by 24" long
Linear Units are "US FOOT"
Angular Units are "Degrees, Minutes & Seconds"

501 Metcalf driveway and parking application

Photos submitted by Owner, October 3, 2019

Existing front of house, driveway, and parking area



Existing front of house, driveway, and parking area



Existing front of house with car parked in driveway area



Existing back of house and landscaping area



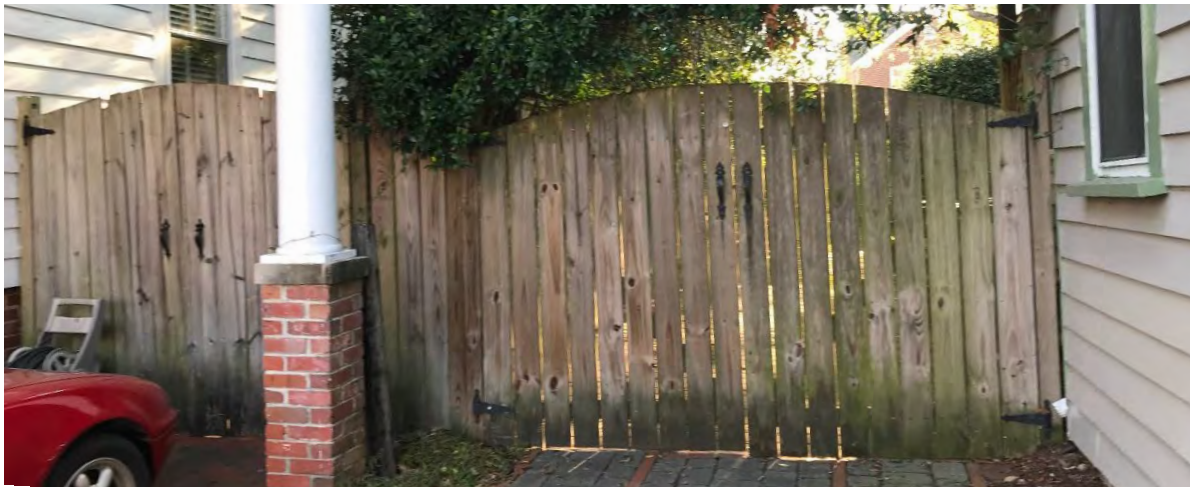
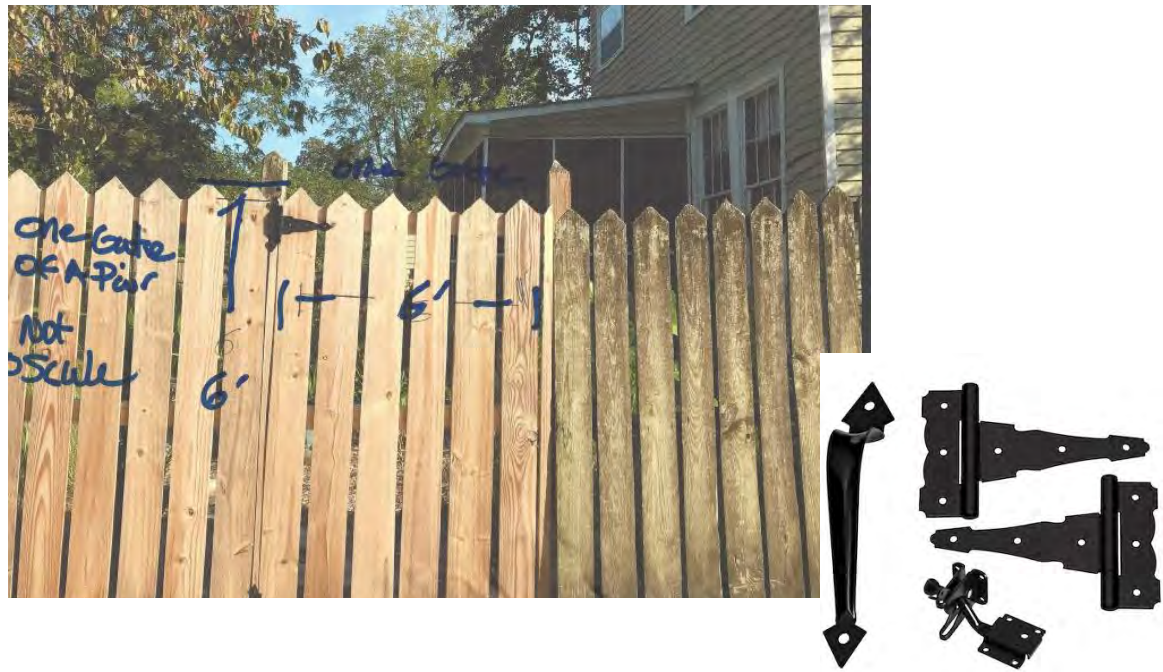
Existing fence, gate and hinges



Inside of fence, showing construction:



Gate to be two 6-foot leafs, with the hardware shown:



Metal Edging







Photos submitted by Applicant







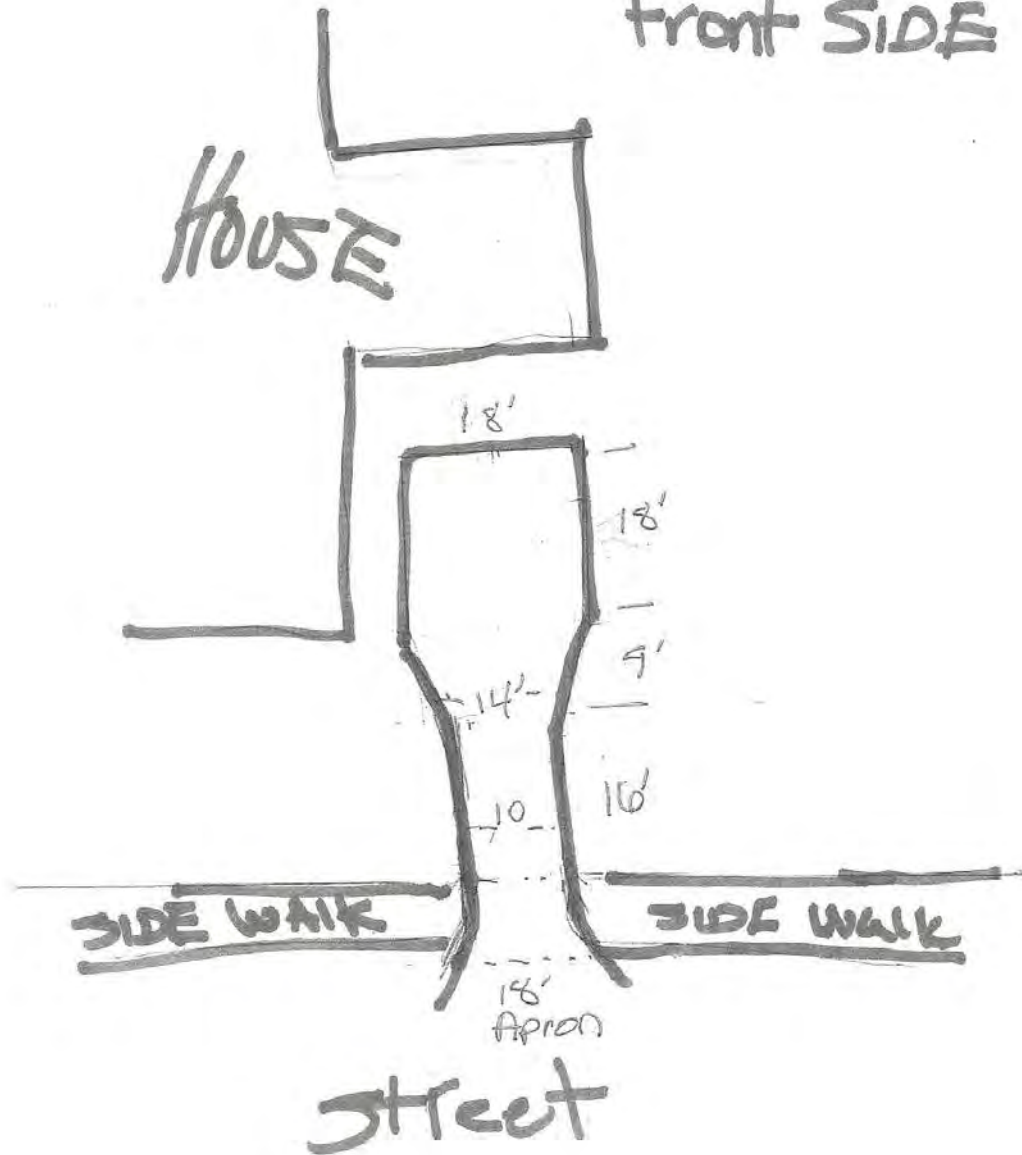




501 METCALF

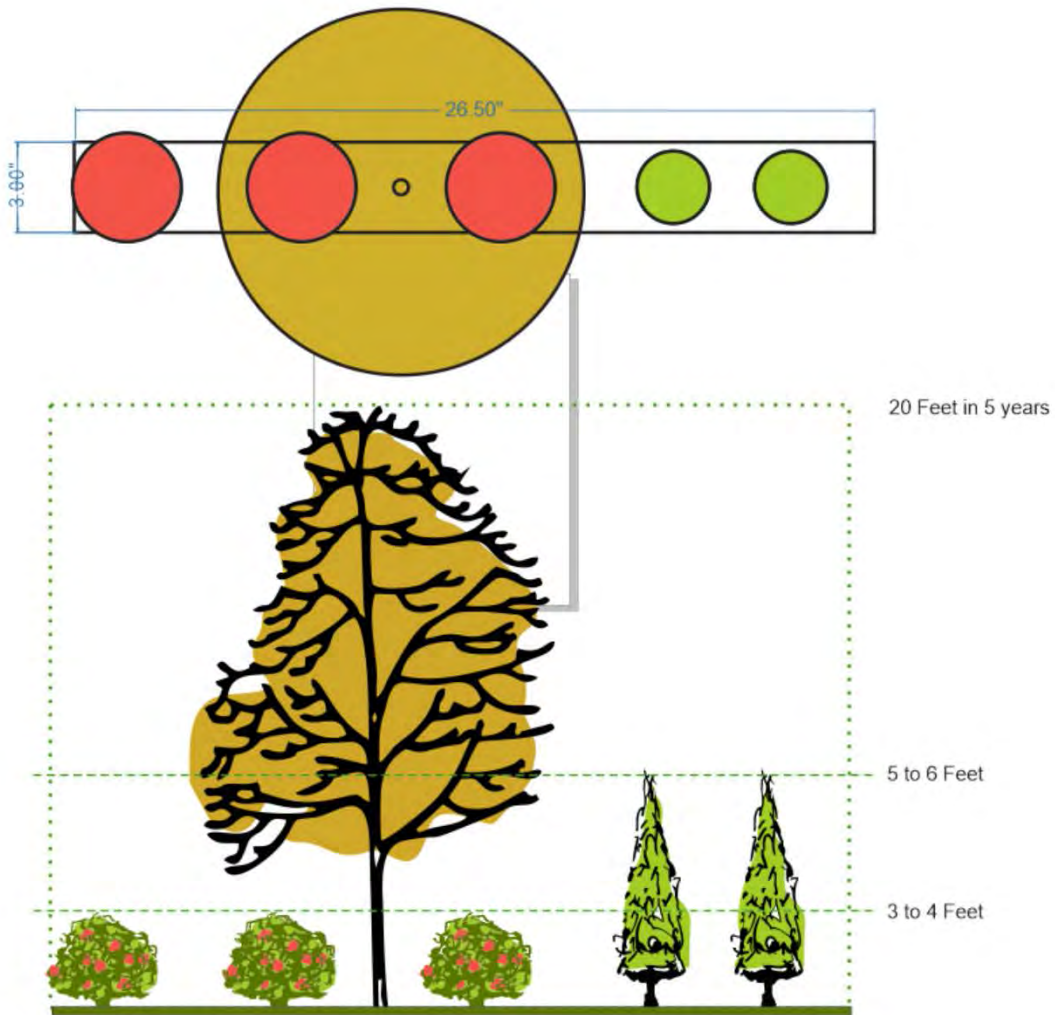
Front SIDE




HOUSE



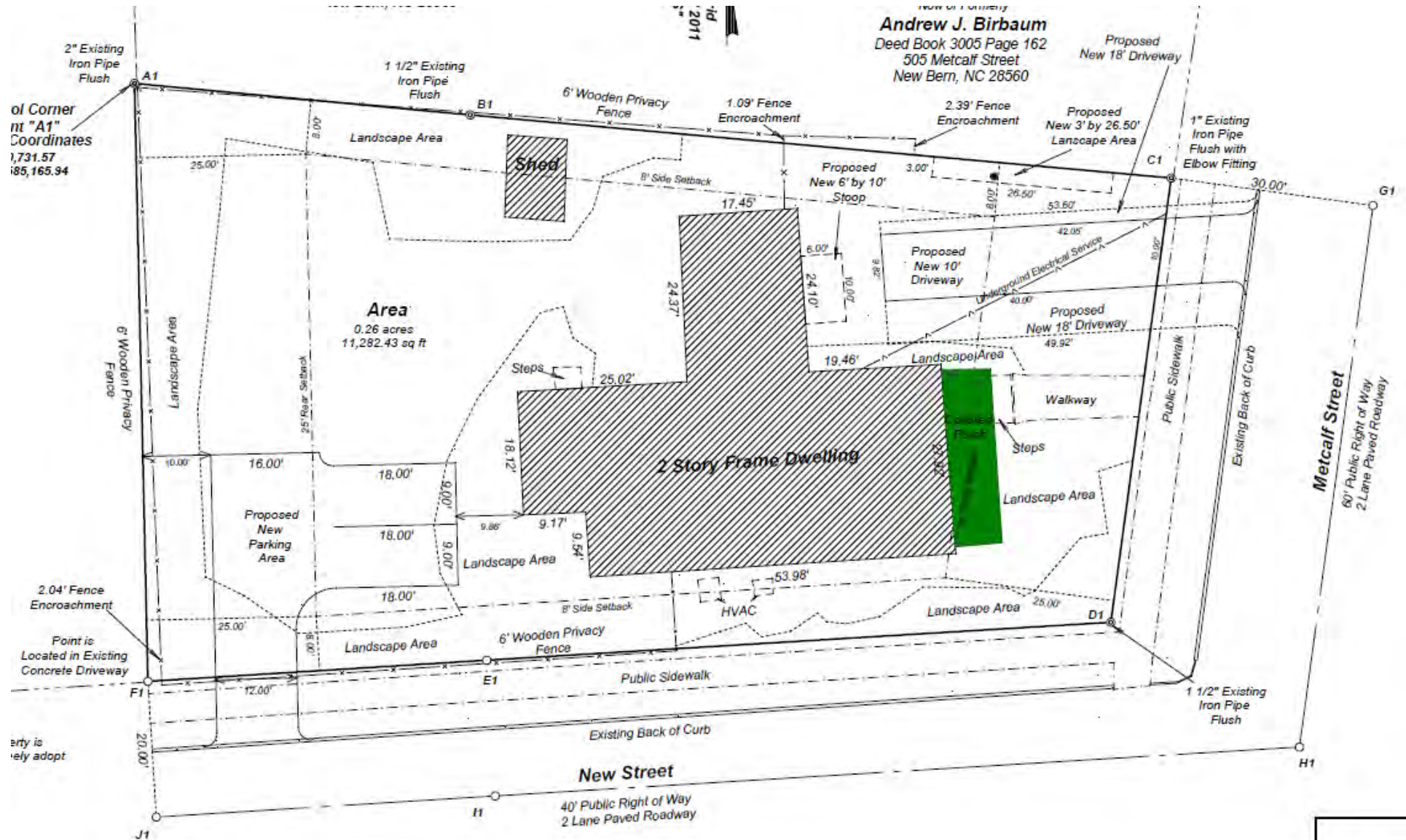
Landscaping Plan For 501 Metcalf Street

Broken Screen Type C



	Description	Quantity	Height
	Existing Maple	1	15 to 20 Feet
	Knockout Roses	3	3 to 4 Feet
	Emerald Green	2	5 to 6 Feet

id
2011

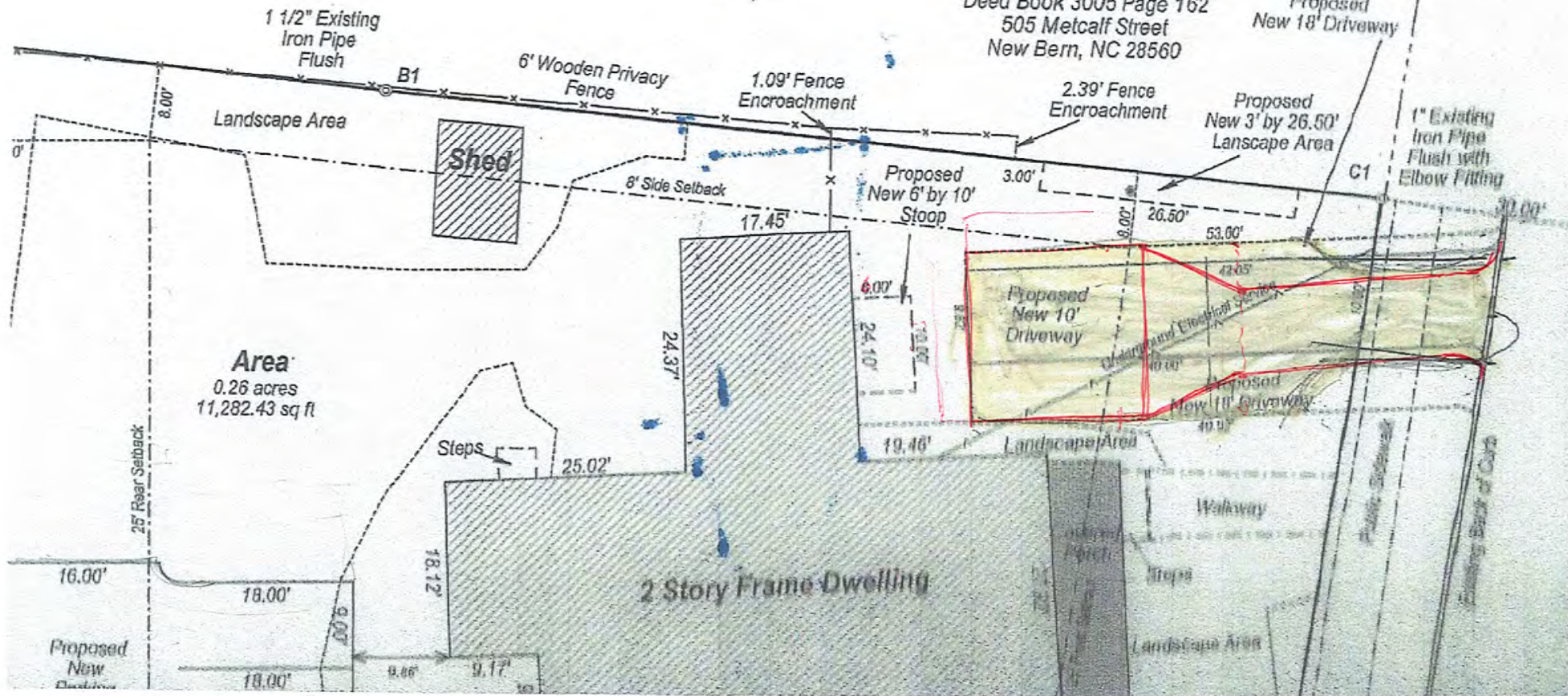


From	To	Bearing	Distance
A1	B1	S 84°38'20" E	49.67'
B1	C1	S 84°51'56" E	103.65'
C1	D1	S 07°44'53" W	65.95'
D1	E1	S 86°31'29" W	92.09'
E1	F1	S 86°26'04" W	50.00'
F1	A1	N 01°17'15" W	87.98'

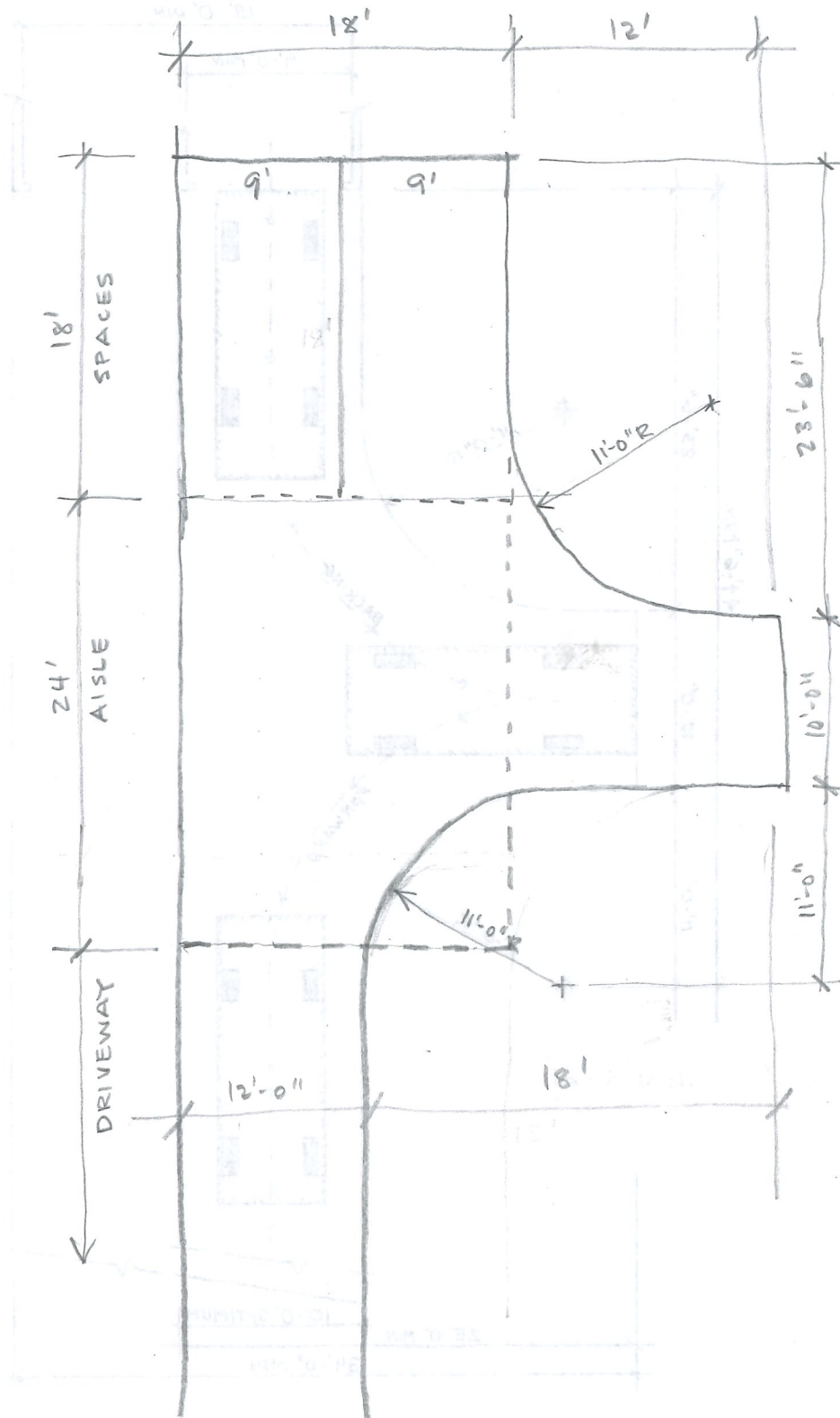
From	To	Bearing	Distance
C1	G1	S 82°15'07" E	30.00'
H1	G1	N 07°44'53" E	80.39'
I1	H1	N 86°31'29" E	118.69'
I1	J1	S 86°26'04" W	49.98'
F1	J1	S 03°33'56" E	20.00'

NC Grid
NAD 83 / 2011
"VR5"

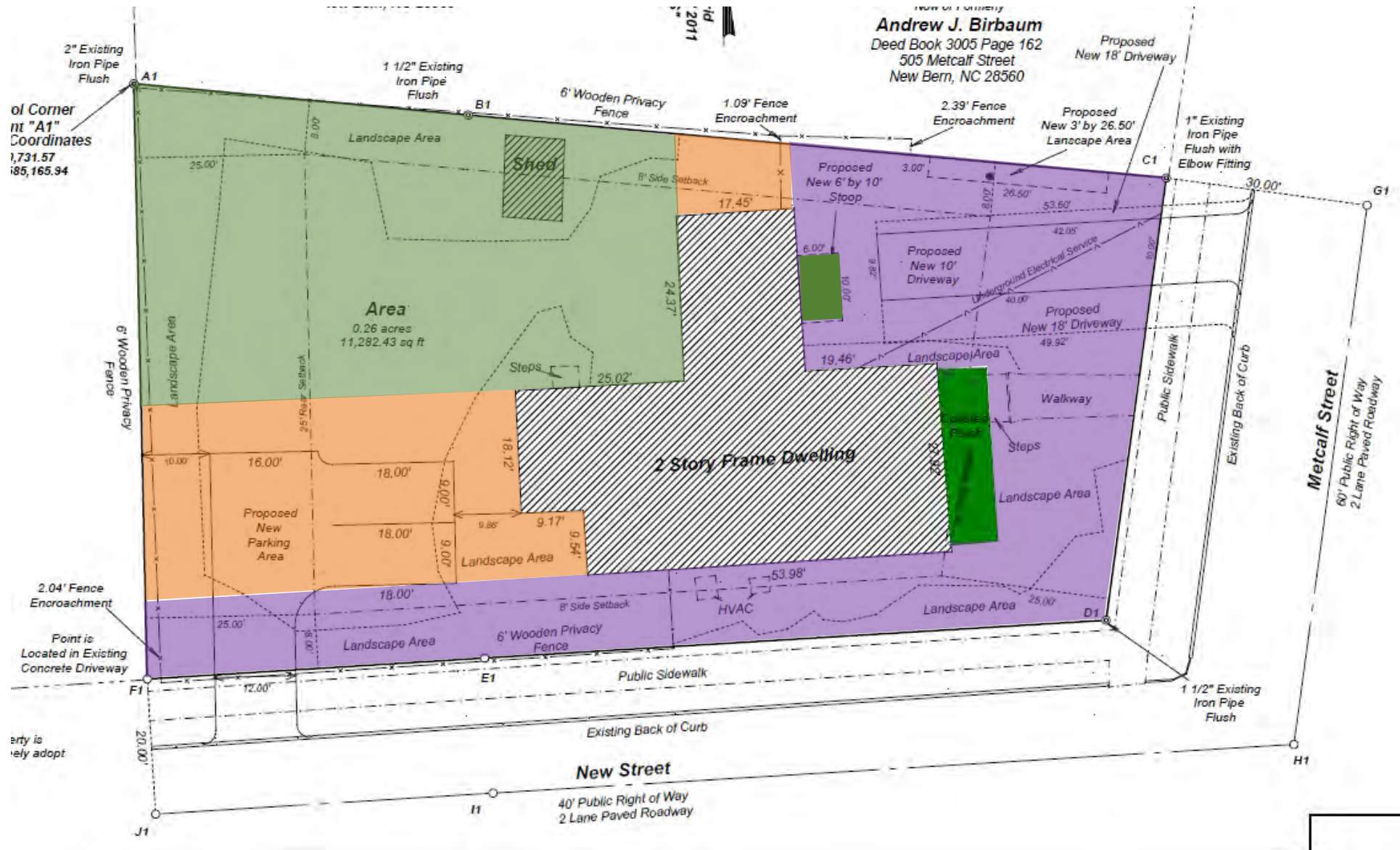
Proposed
New 18' Driveway



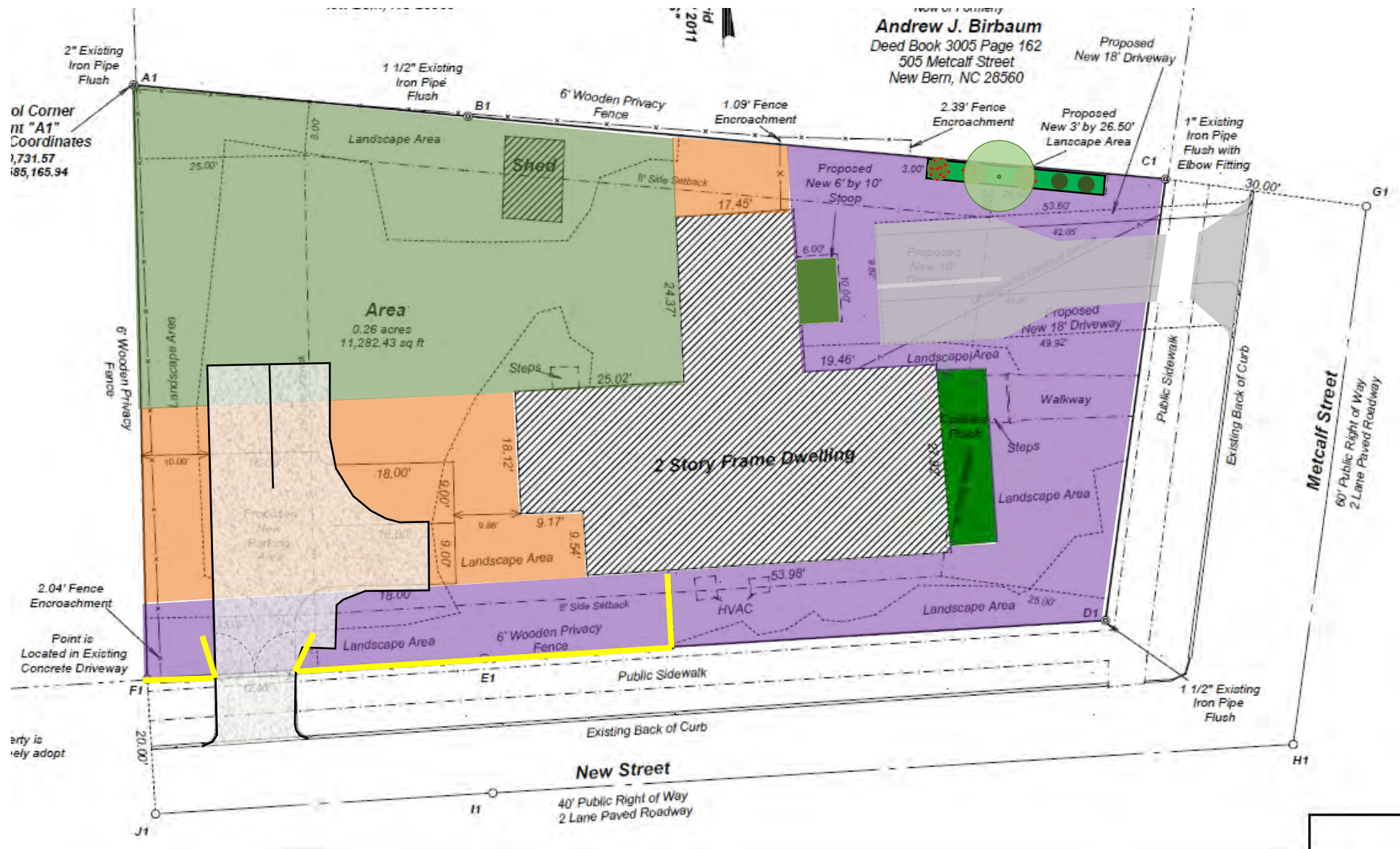
Concept Sketch and Dimensions for a Straight-In Approach to Parking Spaces with Turnaround Area



id
2011



id
2011



October 10, 2019

To: Members of Historic Preservation Commission

From:

Drew Birnbaum and Martha Carpenter, 505 Metcalf Street

Sherry and Dan Jones, 507 Metcalf Street

Caroline and Zack Orman, 512 Metcalf Street

Bethanne and Jake Jacobson, 508 Metcalf Street

Les and Kelly Fiume, 513 Metcalf Street

Lorelei Schaffhausen, 511 Metcalf Street

Harry and Kathleen Gormley, 509 Metcalf Street

Jim Howell, 517 New Street (sits diagonal to 501 Metcalf St.)

(+ Other Metcalf residents who could not be reached prior to sending out this package. Every homeowner on the block but one previously submitted a notarized statement asking to be rezoned to zoning type R8s which prohibits 1.520 / tourist lodging)

On October 16 you will be considering approval of a site plan in support of a tourist lodging establishment proposed for 501 Metcalf Street. As part of this site plan current as of October 4 (please see Appendix A), the owner proposes to establish two parking lots for personal and guest parking.

The “back” parking lot accessed from New Street will provide parking for two tourist rooms. While we expect entering and leaving this parking lot from New Street will be unsafe due to New Street’s narrowness, the on-going presence of a long trailer, and lack of visibility while exiting, we do not have major objections to this parking lot from a purely aesthetic point of view.

We do, however, have major objections to the proposed 18 x 18 foot parking lot – or to any revised front lawn parking area that may have been formulated since October 4.

We have several reasons for objecting to proposed front lawn / primary AVC parking.

1. Creating parking for one or more parking spaces on the front lawn has no precedent in the immediate area. Please see Appendix B and you will see photos of both larger corner houses whose owners park in the backyard (tertiary AVC) as well as mostly smaller houses where parking is located between houses (secondary AVC) or in a garage when off-site parking is even available. The photos you will see in Appendix B are all within the 500th block of Metcalf, the 500 / 600th block of Hancock, or the corner of Metcalf and New Streets. There has been no “cherry picking.” You will not see one example of current parking akin to what to what will be proposed on October 16th.
2. The owner of 501 Metcalf Street, Mr. Gregory Rusch, previously obtained a now expired COA (COA was extinguished as not one COA requirement was met before expiration) for a 10 foot wide lane on the front lawn. We have now had an opportunity to see how truly incongruent primary AVC parking is with the immediate and

surrounding neighborhoods. Appendix C shows actual photos taken over the past year illustrating this parking incongruity.

3. If Mr. Rusch is granted any front yard parking, we – Mr. Rusch’s neighbors – have no doubt whatsoever Mr. Rusch will be parking 3 and 4 cars in this area as none of the of the stipulations for the expired parking COA have been followed in the slightest. We regularly see cars parked side-by-side and blocking the sidewalk – all in violation of the now expired parking COA. On one occasion the police were called due to a B&B guest blocking the sidewalk. Appendix D shows “mocked-up” photos of what we and visitors to New Bern can expect to see from any permitted front lawn parking.
4. Every previous owner of 501 Metcalf has used the property’s very large backyard for parking. There’s even an existing cut in the curb entering the backyard from New Street. Why doesn’t Mr. Rusch take the very obvious step of putting his personal parking in the backyard alongside his “commercial parking?” Or, if he’s totally unwilling to carve out an additional 9 feet of width in the backyard, park on the street like most of his neighbors.

In sum, we ask that the HPC deny any request for primary AVC / front yard parking on October 16th. Such parking is highly incongruous with existing neighborhood parking, will depress property values, would certainly be abused as has been documented with the previous expired parking COA, and is unnecessary in the first place given the ample tertiary and street parking available. There simply is no need for front lawn parking.

Thank you very much for your consideration.

Metes and Bounds of Total Area

From	To	Distance
C1	G1	2.51-17.97' E
G1	F1	2.51-17.97' E
F1	E1	2.51-17.97' E
E1	D1	2.51-17.97' E
D1	C1	2.51-17.97' E
C1	G1	2.51-17.97' E
G1	F1	2.51-17.97' E
F1	E1	2.51-17.97' E
E1	D1	2.51-17.97' E
D1	C1	2.51-17.97' E

Metes and Bounds of New Structure

From	To	Distance
C1	G1	2.51-17.97' E
G1	F1	2.51-17.97' E
F1	E1	2.51-17.97' E
E1	D1	2.51-17.97' E
D1	C1	2.51-17.97' E
C1	G1	2.51-17.97' E
G1	F1	2.51-17.97' E
F1	E1	2.51-17.97' E
E1	D1	2.51-17.97' E
D1	C1	2.51-17.97' E

Zoning Information

Property is Zoned as a R-1A (Residential Single-Family) under Ordinance 117.

Right of Way Information

Right of Way is 10 feet wide and is located on the east side of the property.

Owner Information

Owner: Daniel R. Butler
Address: 2107 Page St., Raleigh, NC 27604

Review Officer

Review Officer: [Name], [Title], [Address]

Surveyor's Certificate & Parcel Status

This plat was prepared in accordance with the requirements of the Surveying Act of 1971, as amended. The survey was conducted on [Date] and the plat was filed on [Date].

Certificate of Ownership

I, the undersigned, being a duly qualified and licensed Surveyor in the State of North Carolina, do hereby certify that the foregoing is a true and correct copy of the original survey as the same appears in my records.

Appendix B – Current Neighborhood Parking

Exhibit 1: 520 New Street (corner house across from 501 Metcalf Street)

Parking in tertiary AVC



Exhibit 2: 517 New Street (corner house catty corner from 501 Metcalf Street)

Parking in tertiary AVC



Exhibit 3: New Street (corner house catty corner from 501 Metcalf Street)

Parking in tertiary AVC



Exhibit 4: Academy House (Hancock Street)

Parking in tertiary AVC



Exhibit 5: Corner of Metcalf and New Streets

No off-street parking



Exhibit 7: 601 Hancock Street

Parking in tertiary / secondary AVC



Exhibit 8: 500th Block of Hancock Street

Parking in tertiary, secondary AVC, long sweeping driveway



Exhibit 9: The following are driveways of smaller houses. All of these photos are from driveways on the 500th block of Metcalf. All driveways are between houses (secondary AVC); never in front of houses as Mr. Rusch proposes.

















Appendix C – Actual Photos of 501 Front Yard Parking in 2018 / 2019
Violating Now Expired COA (10 foot wide lane was permitted)

Please Compare to Current Neighborhood Parking in Appendix B







Appendix D – Mockup Photos of What Can Be Expected if 501 Metcalf Owner Receives
Combined Commercial and Private Parking for at Least 4 Cars

Please Compare to Neighborhood Parking in Appendix B









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:

501 Metcalf
• driveway & parking off Metcalf St.
• driveway & parking off New St.

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

Zoning District: R-8

Required Setbacks (primary structure): Front Side Rear N/A

Accessory Setbacks: From Nearest Structure 0 Side 0 Rear 0

Maximum Lot Coverage for proposed use: 60%

Maximum Height of Structure: N/A

Required Site Improvements: Landscaping yes Buffer 10' Parking 2/3

Other requirements:

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

Comments: Requires SUP

Zoning Administrator [Signature] 10/2/19

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

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

Comments: Driveway permit may be needed from Public Works Department

Chief Building Inspector [Signature] 10/2/19

Certificate of Appropriateness Findings & Recommendations

HPC Meeting October 16, 2019

Applicant: Gregory Rusch
Applicant Address: 501 Metcalf St., New Bern, NC 28560
Project Address: 501 Metcalf St., New Bern, NC 28560
Historic Property Name: George H. Roberts House (c. 1874-1875)
Status: **Contributing:** X **Non-contributing:**

501 Metcalf St. – to include: approval of construction of a residential driveway and parking area and landscaping in the Primary AVC along the Metcalf frontage; modifications to the fencing in the Primary AVC along New St.; and new construction of a driveway and parking area in the Secondary AVC behind the house along the New St. frontage. The driveway and parking area along Metcalf St. was previously approved and the COA has expired.

Staff submits the following Historic District Guidelines as 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.

2.4.4 Incorporate trees, shrubbery and other landscape features around the periphery of a lot and within parking areas.

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.

2.5.4 It is not appropriate to use utilitarian fences in a Primary AVC. In addition, it is not appropriate to use chain link fencing in the historic districts.

2.5.5 Consider hedgerows as alternatives to fences and walls.

Parking

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

2.7.5 Screen parking lots with fences, walls, and hedgerows to create edges that separate vehicular space from pedestrian space. Parking screens should have a vertical dimension of four feet or less.

Certificate of Appropriateness Findings & Recommendations

HPC Meeting October 16, 2019

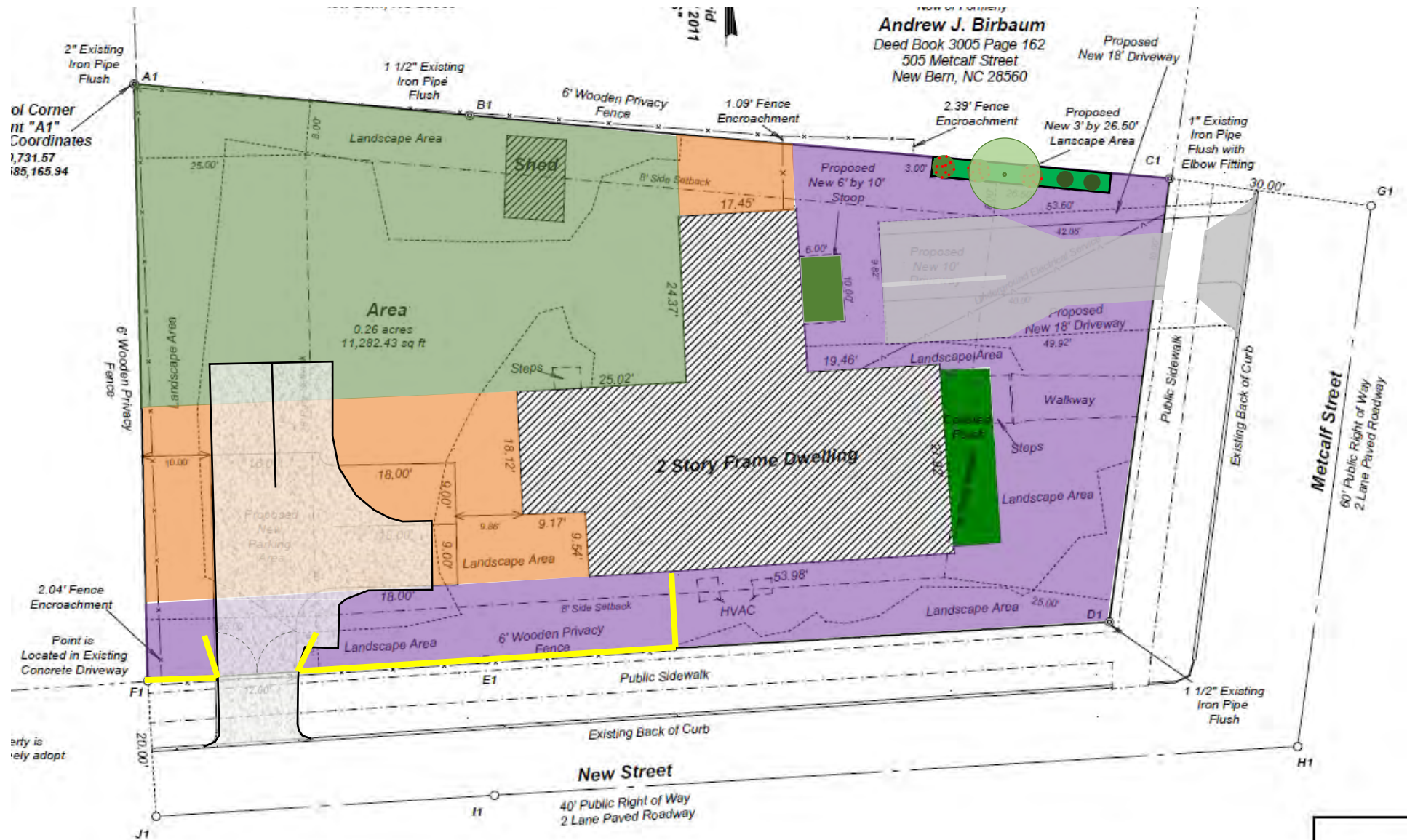
Statements of Reason, based on the information contained in the application, in Staff's judgment are:

1. The proposed residential driveway and parking area and landscaping are in the Primary AVC along the Metcalf frontage; modifications to the fencing are in the Primary AVC along New St.; and new construction of a driveway and parking area behind the house are in the Secondary AVC along the New St. frontage.
2. The landscaping and edging proposed are not incongruous with the Guidelines.
3. The materials and design proposed for the fencing are not incongruous with the Guidelines, however, the height of the fencing should be only 4 feet in the Primary AVC along New St.
4. The materials and design proposed for the parking and driveway areas are not incongruous with the Guidelines.
5. Except for the fence height, the proposed project is not incongruous with the Historic District Guidelines.

MOTION

Staff recommends the Commission approve this application for the construction of a residential driveway and parking area and landscaping in the Primary AVC along the Metcalf frontage; modifications to the fencing in the Primary AVC along New St.; and new construction of a driveway and parking area in the Secondary AVC behind the house along the New St. frontage at this time, with the condition that the fencing along New Street be reduced in height to 4 feet, maximum, citing the aforementioned guidelines.

2011



FEE SCHEDULE (office use only)

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



NORTH CAROLINA

Everything comes together here

HPC Administrator

HPCadmin@newbern-nc.org

Work: (252) 639-7583

Fax: (252) 636-2146

Application for a Certificate of Appropriateness

(For Alterations to Properties in Locally Designated Historic Districts)

For assistance see "CoA Instructions", as well as "Historic District Guidelines", available online at:
<http://www.newbern-nc.org/departments/development/historic-preservation/historic-preservation-guidelines/>

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

I. Applicant/Owner Information:

Property Address (Include year built, if known):

302 Ave A NB, NC 28562

Property Owner Name(s):
Louis AND Marcia RosaOwner Mailing Address:
807 LLEWELLYN DR
TRENT WOODS NC 28562Phone #'s:
(252)
259-3646Email:
Louis.ROSA24MEU@yahoo.com

Applicant Name (if different):

Applicant Mailing Address:

Phone #'s:

Email:

II. Project Information: (See "CoA Instructions" & "Historic Guidelines" for help in completing this section)

1. Provide a detailed description of work to be conducted on site: (Attach additional sheets if needed)

- (A) Composition Architectural Shingle Roof
 (B) Level foundation

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: (page and guideline number):

4.5.4
 4.1.3

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).

- (a) Architecture Shingle
 (b) Heavy Lumber
 (c) Brick

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 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/Owner

10/1/19

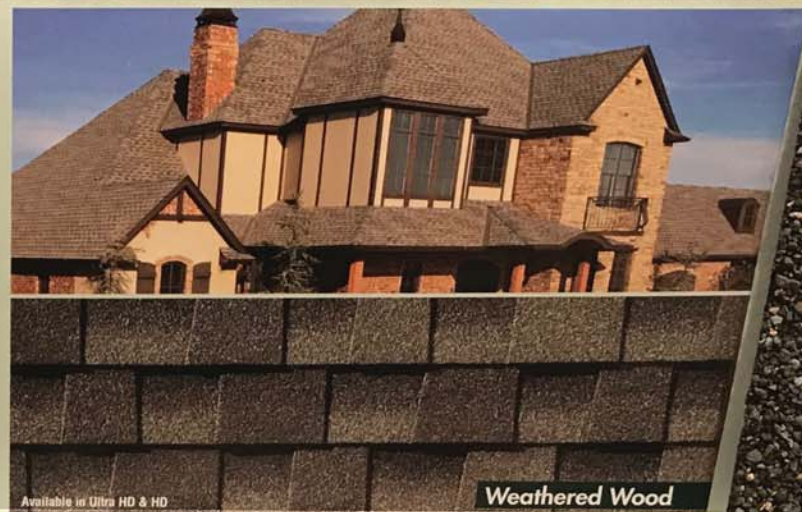
Date

APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST. NO LESS THAN 2 WEEKS PRIOR TO UPCOMING MEETING. FOR FURTHER INFORMATION, CONTACT THE ADMINISTRATOR OF THE HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.

With Timberline® High Definition® Shingles, You Get:

- **Incredible Value.** You can increase the value of your home by an average of 5% with a new Timberline® roof!¹
- **Exceptional Protection.** Professional installers have long preferred the rugged, dependable performance that only a Timberline® roof can offer
- **Remarkable Style.** The architectural look that's ideal for all homes—from traditional to contemporary
- **High Performance.** Designed with Advanced Protection® Shingle Technology, which provides excellent protection for your home

¹ 2013 National Association of REALTORS® survey commissioned by GAF of REALTOR® Agents and Non-Agents in the U.S., response based on REALTOR® Agents that have had professional experience buying or selling a home with Timberline® Shingles in the three years preceding the survey and felt they could provide an estimated value increase for a home with a Timberline® roof as compared to a home with a basic three-tab shingle roof. Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



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Weathered Wood



Hickory

Available in Ultra HD & HD
Ultra HD not available from TX, FL & AL plants



Available in Ultra HD & HD

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Midnight Blush¹

When you install GAF Lifetime Shingles and at least 3 qualifying GAF accessories, you'll get:

- A Lifetime Ltd. Warranty on your shingles and all qualifying GAF accessories*
- An anticipated coverage for the first 10 years!

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Quality You Can Trust...
From North America's
Largest Roofing Manufacturer!™



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LIFETIME
SHINGLES



RIDGE CAP
SHINGLES



LEAK
BARRIER



ROOF DECK
PROTECTION



STARTER STRIP
SHINGLES

Lifetime
LTD. WARRANTY TERM

*See GAF Shingle & Accessory Ltd. Warranty for complete coverage and restrictions. The word "Lifetime" refers to the length of coverage provided by the GAF Shingle & Accessory Ltd. Warranty and means as long as the original individual owner(s) of a single-family detached residence (or the second owner(s) in certain circumstances) owns the property where the shingles and accessories are installed. For owners/structures not meeting the above criteria, Lifetime coverage is not applicable. Lifetime Ltd. Warranty on accessories requires the use of at least three qualifying GAF accessories and the use of Lifetime Shingles.

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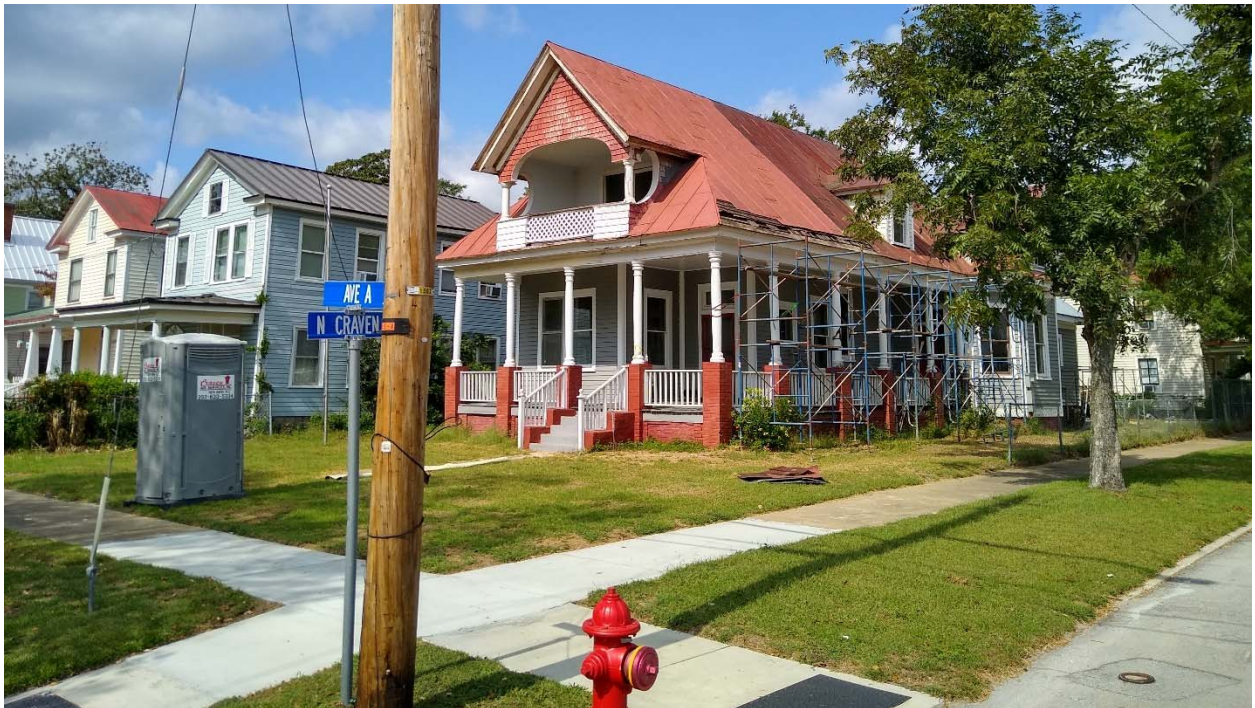
ra HD & HD

Charcoal



302 Avenue A

Photos, September 26, 2019













September 17, 2019





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:

302 Avenue A

- replace roofing w/ composite shingle
- level & repair foundation

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

Zoning District: R-10-S

Required Setbacks (primary structure): Front Side Rear N/A

Accessory Setbacks: From Nearest Structure Side Rear N/A

Maximum Lot Coverage for proposed use: N/A

Maximum Height of Structure: N/A

Required Site Improvements: Landscaping Buffer Parking

Other requirements:

existing bldg.

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] 6/12/19

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] 6/12/19

Certificate of Appropriateness Findings & Recommendations

HPC Meeting October 16, 2019

Applicant: Louis and Maria Rosa
Applicant Address: 807 Llewellyn Dr., Trent Woods, NC 28562
Project Address: 302 Avenue A, New Bern, NC 28560
Historic Property Name: A. M. Baker House (c. 1897)
Status: **Contributing:** X **Non-contributing:**

302 Avenue A – to include replacing the metal roofing with composite architectural shingles and some foundation work.

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

Foundations

- 4.1.1 Adhere to Guidelines for retention of historic fabric when altering foundation components.
- 4.1.2 When infilling between brick piers, recess brick curtain walls 1 to 2 inches to visually delineate piers.
- 4.1.3 Use traditional materials when constructing foundations.

Contemporary Materials

5.5.6 Contemporary materials such as synthetic slate and fiberglass asphalt shingles are acceptable for sloped roofing regardless of building age. Select fiberglass asphalt shingles from a darker color palette.

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

1. The proposed foundation modifications and repairs as well as the roofing are to be placed in the Primary Area of Visual Concern;
2. The foundation leveling and repairs are proposed as like-kind and the infill areas of the foundation are proposed to include a 1- to 2-inch recess;
3. The roofing replacement material is in accordance with the applicable guidelines.
4. The proposed repairs, replacements, construction, and alterations are not incongruous with the Historic District Guidelines.

MOTION

Staff recommends the Commission approve this application for replacing the metal roofing with composite architectural shingles and some foundation work at this time, citing the aforementioned guidelines.

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



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

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

For assistance see "CoA Instructions", as well as "Historic District Guidelines", available online at:
<http://www.newbern-nc.org/departments/development/historic-preservation/historic-preservation-guidelines/>

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

I. Applicant/Owner Information:			
Property Address (Include year built, if known): <u>421 S Front st New Bern</u>			
Property Owner Name(s): <u>1</u>	Owner Mailing Address:	Phone #'s:	Email: <u>dulshheatandair@yahoo</u>
Applicant Name (if different): <u>Dale Overbee</u>	Applicant Mailing Address: <u>1405 Brices Creek Rd</u>	Phone #'s: <u>252 637-6184</u>	Email: <u>dulshheatandair@yahoo</u>

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)	
<u>1) Covering up Trash Bin</u> <u>2) Building a wooden gate</u>	
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: (page and guideline number):	
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).	
<u>Wood Panels / 2 Doors swing open</u> <u>Size 10x15</u>	
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 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.
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- ◆ I have reviewed the City of New Bern's "Historic District Guidelines" in preparing this Application.
- ◆ I understand that the property referenced by this Certificate of Appropriateness (CoA) application is in one of New Bern's local historic districts and that it represents a part of New Bern's historic fabric. If a CoA is approved by HPC or Staff, I agree to implement all changes as specified in the approved CoA, including any conditions. I understand that I am responsible for contacting Staff if I have any questions regarding the allowed changes specified in the approved CoA.
- ◆ I understand that ANY unapproved alterations are enforceable as a violation of City Ordinance and must be brought into compliance by removal or through the CoA process.
- ◆ I affirm that all the information included in this application is true to the best of my knowledge.
- ◆ I understand that incomplete applications cannot be considered.

Signature of Applicant/Owner

Date

APPLICATION SHOULD BE SUBMITTED TO THE DEVELOPMENT SERVICES MAIN OFFICE AT 303 FIRST ST. NO LESS THAN 2 WEEKS PRIOR TO UPCOMING MEETING. FOR FURTHER INFORMATION, CONTACT THE ADMINISTRATOR OF THE HISTORIC PRESERVATION COMMISSION AT (252) 639-7583.

Chief Building Inspector

Certificate of Appropriateness Findings & Recommendations

HPC Meeting October 16, 2019

Applicant: Dale Overbee
Applicant Address: 1405 Brices Creek Rd., New Bern, NC 28562
Project Address: 421 S. Front St., New Bern, NC 28560
Historic Property Name: Farmers Market (c. 1995)
Status: **Contributing:** **Non-contributing: X**

421 Front St. – to include construction of a wooden enclosure around the trash bins in the Secondary AVC.

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

Fences and Garden Walls

2.5.3 In Secondary and Tertiary AVCs, erect tall fences and walls with a vertical dimension of six feet or less.

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

1. The proposed trash enclosure fencing is proposed in the Secondary Area of Visual Concern;
2. The proposed construction is not incongruous with the Historic District Guidelines.

MOTION

Staff recommends the Commission approve this application for the construction of a wooden enclosure around the trash bins at this time, citing the aforementioned guidelines.

City of New Bern
Historic Preservation Commission
2019 Schedule

<u>Design Review Date</u>	<u>Official Meeting Date</u>
January 2, 2019	January 16, 2019
February 6, 2019	February 20, 2019
March 6, 2019	March 20, 2019
April 3, 2019	April 17, 2019
May 1, 2019	May 15, 2019
June 5, 2019	June 19, 2019
July 10, 2019*	July 24, 2019*
August 7, 2019	August 21, 2019
September 4, 2019	September 18, 2019
October 2, 2019	October 16, 2019
November 6, 2019	November 27, 2019*
December 4, 2019	December 18, 2019

***Note change due to Holiday.**

Please Note:

Unless otherwise indicated, the New Bern Historic Preservation Commission meets for Design Review on the first Wednesday of each month at 5:30 in the Development Services Department conference room on 303 First Street. The Commission holds regular, official meetings on the third Wednesday of each month at 5:30 in the City Hall courtroom on the 2nd floor.

All materials to be considered by the New Bern Historic Preservation Commission must be submitted on 8" x 11" or 11" x 17" size paper and a PDF. This schedule is provided as a convenience for those involved in the Historic Districts project review process and will be adhered to in scheduling applications. The dates are based on the best available information at the time of printing. Questions may be directed to the City of New Bern Development Services Department at (252) 639-7583.

City of New Bern 2019 Holiday Schedule



Monday	December 31, 2018	New Year's Day (Floating)
Tuesday	January 1, 2019	New Year's Day
Monday	January 21, 2019	Martin Luther King, Jr. Day
Friday	April 19, 2019	Good Friday
Monday	May 27, 2019	Memorial Day
Thursday	July 4, 2019	Independence Day
Friday	July 5, 2019	Independence Day (Floating)
Monday	September 2, 2019	Labor Day
Monday	November 11, 2019	Veterans Day
Thursday	November 28, 2019	Thanksgiving Day
Friday	November 29, 2019	Day After Thanksgiving
Tuesday	December 24, 2019	Christmas Holiday
Wednesday	December 25, 2019	Christmas Holiday
Thursday	December 26, 2019	Christmas Holiday

City of New Bern
Historic Preservation Commission
2019 Schedule (Amended 10/16, 2019)

<u>Design Review Date</u>	<u>Official Meeting Date</u>
January 2, 2019	January 16, 2019
February 6, 2019	February 20, 2019
March 6, 2019	March 20, 2019
April 3, 2019	April 17, 2019
May 1, 2019	May 15, 2019
June 5, 2019	June 19, 2019
July 10, 2019*	July 24, 2019*
August 7, 2019	August 21, 2019
September 11, 2019*	September 25, 2019*
October 2, 2019	October 16, 2019
November 6, 2019	November 20, 2019
December 5, 2019 cancelled	December 19, 2019 cancelled

***NOTE CHANGE IN MEETING DATE**

Please Note:

Unless otherwise indicated, the New Bern Historic Preservation Commission meets for Design Review on the first Wednesday of each month at 5:30 in the Development Services Department conference room on 303 First Street. The Commission holds regular, official meetings on the third Wednesday of each month at 5:30 in the City Hall courtroom on the 2nd floor.

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