Minutes of the
New Bern Historic Preservation Commission
August 21, 2019 – 5:30 P.M.

The New Bern Historic Preservation Commission (HPC) held regular meeting on Wednesday, August 21, 2019, in the second-floor courtroom of City Hall, 300 Pollock Street.

Members Present: Dr. Ruth Cox, Vice-Chair
George Brake
James O. Woods, Jr.
Joseph Klotz
James Bisbee
Peggy Broadway
Christian Evans
Tripp Eure
Ellen Sheridan (arrived 7 minutes late)

Members Excused (E)/Absent (A): none

Staff Present: Bradleigh Sceviour, Planner
Matthew Schelly, AICP, City Planner

Others Present: none

1. OPENING OF MEETING WITH ROLL CALL

The meeting was called to order by Vice-Chair Dr. Ruth Cox at 5:30 p.m. and roll call was taken by Staff Member Bradleigh Sceviour. A quorum was present.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

The July 24, 2019 minutes for the Historic Preservation Commission meeting were presented for approval. **Vice-Chair Cox entertained a motion to dispense with the reading of the minutes. Commissioner Bisbee made a motion, which was seconded by Commissioner Eure. The motion carried unanimously.**

Hearing no corrections, Vice-Chair Cox entertained a motion to approve the July 24, 2019 minutes. Commissioner Bisbee made a motion, which was seconded by Commissioner Evans. The motion carried unanimously.

Vice-Chair Cox explained the HPC and the quasi-judicial hearing process and Staff Sceviour swore in two witnesses with the following oath:

"Do you swear to tell the truth to the best of your knowledge?"

Staff Comment

Staff Sceviour requested the agenda be rearranged due to technical difficulties in presenting the applications. He requested the agenda item for the Election of Officers be done while the technical difficulties are being resolved.

3. ELECTION OF OFFICERS

Vice-Chair Cox conducted the election of officers procedure.

Chair:
Nominations: Dr. Ruth Cox by Commissioner Eure; no others nominated.
Vote: Vice-Chair Dr. Ruth Cox, elected unanimously to henceforth act as Chair.

Vice-Chair:
Nominations: Tripp Eure by Commissioner Evans, seconded by Commissioner Broadway; no others nominated
Vote: Commissioner Tripp Eure, elected unanimously to henceforth act as Vice-Chair.

4. NEW BUSINESS

A. 215 Pollock St. — after the fact approval for new metal roof.

Staff Sceviour requested this item be continued.
Motion by Commissioner Bisbee, seconded by Commissioner Brake to continue this item to the next Regular Meeting of the HPC. Passed unanimously.

Recess for 10 minutes. Motion by Commissioner Woods, Seconded by Commissioner Eure to take a 10-minute recess to allow time for resolution of technical difficulties. After the 10 minutes, the meeting was resumed.

B. 501 Metcalf Street. – to include a change in roof material from metal to architectural single, provide a roof over front stoop, and add gutters to porches.

Staff Comment

Staff Sceviour gave an overview of the request and opened the floor for the applicant to present the application.

Conflicts of Interest

Commissioner Ellen Sheridan indicated having received the Notification Letter from HPC staff about the hearing on the project since she owns property within 100 feet of the subject property. **Motion** to recuse by Commissioner Woods, seconded by Commissioner Eure. **Motion passed unanimously.** Commissioner Sheridan sat in the audience.

Applicant Comment

Mr. Gregory Rusch presented more details of the application. The application and additional information were presented, and most were projected onto the overhead screens. The applicant answered several questions posed by HPC members.

Public Comment

Chair Cox opened the floor to those who received notice who would like to speak for or against the property. Hearing none, Chair Cox then invited those who had not received notice but have justifiable relevant information to speak if they so wished. Hearing none, Chair Cox closed the floor for public comment. She then requested that Staff Sceviour submit Staff findings.

Staff Recommendations

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

<u>Modifications</u>

3.2.3

<u>Entrances</u>

4.4.4, 4.4.5

Statements of Reason, based on information contained in application in staff's judgement are:

1. The existing roof is damaged beyond practical repair.

2. The proposed roof extension over the front stoop is consistent with architectural elements found in the area.

3. The proposed project is not incongruous with the Guidelines.

Staff recommends the Commission approve the application for major exterior alterations at this time, citing the aforementioned guidelines.

Chair Cox asked if there was any testimony from any City, State, or government person. Seeing none, proceeded. Chair Cox asked if the applicant had anything more to add, to which the response was a negative. Chair Cox asked if the Commission members had anything else to discuss, and hearing none, called for a motion.

Commissioner James O. Woods, Jr. moved to find the application for a Certificate of Appropriateness for 501 Metcalf Street to be not incongruous with New Bern's Code of Ordinance sections 15.411 – 15.429 and New Bern's Historic District Guidelines based on the following specific guidelines and findings of fact:

Modifications
3.2.3

Entrances
4.4.4, 4.4.5

Contemporary Materials
5.5.1, 5.5.3, 5.5.6

Findings of Fact, based on the information contained in the application are:

1. The existing roof is damaged beyond practical repair.

2. The proposed roof extension over the front stoop is consistent with architectural elements found in the area.

3. The proposed project is not incongruous with the Guidelines.

4. A letter from the roofer was submitted with the packet.

Commissioner James Bisbee seconded the motion.

The motion passed unanimously.

Motion to issue the Certificate of Appropriateness for the application by Commissioner James O. Woods, Jr., and seconded by Commissioner Christian Evans.

The motion passed unanimously.

Chair Cox inquired as to any further business and no other business was brought before the Commission.

5. ADJOURNMENT

Motion for adjournment by Commissioner Wood, seconded by Commissioner Evans.

The motion passed unanimously.

Chair Cox declared the meeting adjourned at 6:20 pm.

Dr. Ruth Cox, Chair or
Tripp Eure, Vice Chair

Matthew Schelly, AICP