



Development Services Department  
303 First St. P.O. Box 1129  
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**TO:** **New Bern Historic Preservation Commission**  
**FROM:** Matt Schelly, AICP, City Planner  
**DATE:** July 7, 2020  
**RE:** Regular Meeting, **5:30 PM, Wednesday, July 15, 2020**, in the Courtroom,  
Second Floor, City Hall, 303 Pollock St.

**REGULAR MEETING AGENDA – 5:30 PM**

1. Opening of Meeting with Roll Call
2. Approval of Minutes of Previous Meeting(s)
3. 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. 419 Metcalf St.** – to include installation and screening of a mechanical unit in the Primary AVC.
  - C. 218 Metcalf St.** - to include replacing asphalt shingle roofing with Guideline compliant standing seam metal roofing on the main roof of the house.
  - D. 226 New St.** - to include replacing asphalt shingle roofing with Guideline compliant standing seam metal roofing on the main roof of the house.
  - E. 312 Metcalf St.** - to include installation of a new accessory structure and a concrete patio in the Tertiary AVC.
  - F. 514 Metcalf St.** – to include replacement of brick steps with new brick steps in the Primary AVC; replacement of brick steps with a new wood deck, trellis, and railing, replacement of utility screening with similar new screening, and installation of a new accessory building in the Tertiary and Secondary AVCs.
  - G. 609 New St.** – to include in the Tertiary AVC replacement of rear steps with new deck and railing, switch a window and exterior door, install a new carport and storage accessory

structure and driveway; and in the Primary AVC replace two Yew trees with Oak Leaf Hydrangeas and add two new Greek krater (vases) on pedestals.

- H. **532 Queen St.** – to include a new brick patio; new, low, brick wall; and a new accessory structure with painted wood siding, wood windows and door, and asphalt roofing shingles in the Secondary AVC.
- I. **710 Howard St.** – to include replacement of the entry stairs with wood stairs and railing in the Primary and Secondary AVCs.
- J. **902 Pollock St.** – to include adding signage, replacing particle board siding with horizontal cement siding and vertical corrugated metal siding, replacing the overhead and walk-in doors, and repainting the historic wall sign in the Primary AVC; and replacing particle board siding with horizontal cement siding or vertical corrugated metal siding, and screening of HVAC units and utility modifications 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).*

4. General Public Comments

5. Guidelines Update Committee

**A. Report by Committee**

6. Old Business: None

7. New Business

**A. SHPO Training** - group viewing opportunity

8. HPC Administrator's Report

**A. Report on COAs Issued Since Prior Regular Meeting**

MAJORS:

210 Eden St.: new sewer pump station

206 Craven St.: replacement doors

520 New St.: landscaping plan

704 E Front St.: house elevation

MINORS:

514 E Front St.: tree replacement

309 New St.: HVAC screening

601 Hancock St.: new generator

722 Pollock St.: new generator

214 Pollock St.: street tree replacement

760 E. Front St.: pier extension

315 Bern St.: pergola

**B. Other Items and Updates**

Letter from HDRA: process

9. Commissioners' Comments

10. Adjourn