



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:** August 6, 2020  
**RE:** Regular Meeting, **5:30 PM, Wednesday, August 19, 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. – Motion to continue this item to September 16, 5:30, City Hall.
    - C. 220 – 226 Craven St.** – to include removal of a non-contributing concrete block addition, site grading, installation of gravel parking area, replacement of interior doors with metal exterior doors, and removal of an overhead door, closing the opening with concrete block, and painting the block to match, all in the Tertiary AVC.
    - D. 315A Pollock St.** – to include installation of new aluminum clad windows and doors in the balcony area on the second floor of the Tertiary AVC.
    - E. 1223 National Ave.** – to include removing a deck, moving an hvac unit, constructing a new addition, a new screened-in porch, and new wood deck, railing, and steps in the Tertiary AVC.

Note: the applicants will be attending via remote access.

- F. **501 Craven St.** – to include a new addition to the existing garage in the Tertiary AVC, add a covered side porch to the house in the Secondary AVC, and create a new driveway entry with a new gate in the existing brick wall in the Primary AVC.
- G. **304 Queen St.** – to include construction of a new infill house.
- H. **801 E. Front St.** – to include construction of a new infill house.
- I. **417 Broad St.** – to include construction of a new accessory building in the Secondary AVC.
- J. **508 Middle St.** – to include construction of a new accessory building in the Tertiary AVC and replacement windows in the Primary and Tertiary AVCs.

*\*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. **Proposal by Committee** – change Minor Works list

6. Old Business: None

7. New Business

- A. **SHPO Training** – HPC group viewing recent and future
  - i. Historic Architectural Styles of NC
  - ii. NC African American Heritage Commission

8. HPC Administrator’s Report

A. **Report on COAs Issued Since Prior Regular Meeting (7/15/20 - 8/6/20)**

MAJORS:

- 218 Metcalf St.
- 226 New St.
- 312 Metcalf St.
- 514 Metcalf St.
- 609 New St.
- 532 Queen St.
- 710 Howard St. (King Solomon Lodge)
- 902 Pollock St.

MINORS:

- 309 Johnson St.: tree replacement
- 401 Avenue D: tree replacement
- 817 Pollock St. – new generator
- 808 George St ROW – tree replacement

**B. Other Items and Updates**

9. Commissioners’ Comments

10. Adjourn