



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: September 4, 2020
RE: Regular Meeting, **5:30 PM, Wednesday, September 16, 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. **1229 National Ave.** - to include construction of a carport and a gravel driveway in the Secondary and Tertiary AVCs.
 - D. **1223 National Ave** – to include revising the approved plans for an addition, changing the roof configuration, in the Tertiary AVC.
 - E. **413 George St.** – to include a new covered and screened deck and other modifications in the Secondary and Tertiary AVCs.
 - F. **801 E. Front St.** – to include a new design for construction of a new infill house.
 - G. **815 E. Front St.** – to include construction of a new infill house.
 - H. **811 E. Front St.** – to include construction of a new infill house.
 - I. **806/808 Queen St.** – to include a new metal fence around the dining area in the Primary 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. Old Business (non-hearing items tabled or continued from a previous meeting): None
5. General Public Comments

Everything comes together here.

6. New Business

Committee Requests for HPC Action

- A. **Proposal by Guidelines Updates Committee** – change Minor Works list
- B. **Proposal by Prevention of Demolition By Neglect Committee** – revise PDBN list
- C. **Create new Historic Owners’ Support Committee**

7. HPC Administrator’s Report

A. Report on CoAs Issued Since the Day Before the Prior Regular Meeting (8/18/20 - 9/4/20)

MAJORS:

- 220–226 Craven St. – demo addition, new gravel parking, exterior doors, removal of overhead door, close opening with concrete block, and paint block to match
- 315A Pollock St. – new aluminum clad back balcony windows and doors
- 1223 National Ave. – remove deck, move hvac unit, construct new addition, new screened-in porch, and new wood deck, railing, and steps.
- 501 Craven St. – new addition to the existing garage, add covered side porch to the house
- 304 Queen St. – construction of a new infill house
- 801 E. Front St. – construction of a new infill house
- 417 Broad St. – construction of a new accessory building
- 508 Middle St. – construction of a new accessory building

MINORS:

- 507 E. Front St. ROW – tree replacement
- 411 E. Front St. ROW – tree replacement
- 305 Bern St. ROW – tree replacement
- 209 Pollock St. ROW – tree replacement
- 724 Pollock St. – tree replacement
- 402 S. Front St. (Elec. Dept.) – tree replacement
- 412 S. Front St. (Elec. Dept.) – 2 trees replacement
- 411 Craven St. (Courthouse Annex) – mechanical work
- 521 E. Front St. – mechanical unit
- 1117 N Craven St. – mechanical unit

B. Report on CoA Extensions Issued Since Prior Regular Meeting:

- 416-418 Broad St. - Extension until September 25, 2021, of the CoA approved September 25, 2019 - to include infill construction of 8 new townhouse units in 2 new 3-story buildings; parking and internal garages to be located and accessed from the rear of the buildings with the following condition: submit a landscape plan to the Historic Preservation Administrator for review and approval.
- 501 Metcalf St. – Extension until October 16, 2021, of the CoA approved October 16, 2019 - landscaping in front along Metcalf, add gate along New St., and new driveway and parking area behind the house with the following conditions: All on-site parking spaces are moved to the parking area at the rear of the house.

C. SHPO Training – HPC group viewing recent and future

- i. Comprehensive Community Preservation

D. Other Items and Updates

- i. King Solomon Lodge grant award by the State - \$15,000 award of Federal funds for a consultant to produce a historic preservation plan.
- ii. Resiliency Plan – report on second meeting for the plan

8. Commissioners’ Comments

9. Adjourn