



Development Services Department  
303 First St. P.O. Box 1129  
New Bern, NC 28563  
(252) 639-7581

**TO:** New Bern Historic Preservation Commission

**FROM:** Morgan J. Potts, AICP  
City Planner

**DATE:** October 10, 2017

**RE:** Regular Meeting 5:30 PM, Wednesday, October 18, 2017 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. New Business:
  - A. **317 Pollock St. AMENDMENT**—to include the removal of masonry, the enlargement of a doorway and the installation of a transom window in the tertiary AVC.
  - B. **310 Metcalf St.**—to include the installation of a wooden picket fence in the primary AVC and a wooden 6 foot fence in the secondary and tertiary AVC's.
  - C. **611 E. Front St.**—to include a wood automatic opening gate at driveway to match existing wood picket fence in the primary, secondary and tertiary AVC's.
  - D. **517 Johnson St.**—to include the installation of a wooden automatic opening gate between existing brick piers at driveway to match existing wood picket fence, and a wood picket gate at front walkway between existing brick piers in the primary AVC.
4. Administrative Updates and Minor Works
  - A. **614 Middle St.** — minor landscaping project in the secondary AVC.
  - B. **315A Pollock St.**—installation of storm windows in the primary AVC.
  - C. **E. Front St. (City of New Bern)**—minor landscaping project in the primary AVC.
5. General Public Comments
6. Adjourn

*\*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).*

*\*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.*