



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:** March 20, 2019

**RE:** Regular Meeting 5:30 PM, Wednesday, March 20, 2019 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. **516 E. Front St.**—to include the elevation of a contributing structure, installation of a retaining wall, additional steps, walkway and fill, in the primary AVC; modification of a contributing structure in the secondary & tertiary AVC's.
  - B. **818 E. Front St.**—to include the construction of a marina with lighting, piers, docks, concrete parking buffers and a gravel parking lot in the primary, secondary & tertiary AVC's.
  - C. **407 Hancock St.**—to include the removal of a screened in porch and replacement with wooden casement windows to create a sun room in the tertiary AVC.
  - D. **524 E. Front St.**—to include the installation of additional brick courses and painted metal fencing in the tertiary AVC and the removal of a wooden picket fence and replacement with masonry wall in the tertiary AVC.
  - E. **624 E. Front St.**—to include the installation of an ornamental metal fence in the primary, secondary & tertiary AVC's, and a stone outdoor fireplace in the tertiary AVC.
  - F. **218 Change St.**—to include the replacement of a window with a door with decking and rear steps in the tertiary AVC.
  - G. **419 Metcalf St.**—to include the demolition of a noncontributing structure and the installation of an accessory structure in the tertiary AVC.
  - H. **Demolition By Neglect Petition to the Chief Building Inspector, 224 Middle St.**
4. Administrative Updates and Minor Works
  - A. 711 Pollock St.—HVAC relocation and tree removal
  - B. 407 Metcalf St.—driveway installation
  - C. 320 Pollock St.—tree removal
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) and on the Development Services website.***

***\*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.***