



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:** June 9, 2020  
**RE:** Regular Meeting, **5:30 PM, Wednesday, June 17, 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:
  - Introduction of Hearings and Rules of Procedure
  - Swearing-In of Speakers
  - Summary of the Hearing Process

Applications:

- A. **419 Metcalf St.** – to include installation and screening of a mechanical unit in the Primary AVC.
- B. **201 Eden St.** – to include construction of a new pump station at the rear and side of a vacant lot.
- C. **520 New St.** – to include a landscaping plan in the Primary and Secondary AVCs.
- D. **206 Craven St.** – to include replacing an existing pair of doors with a new door along an alley on the Secondary AVC.
- E. **704 E. Front St.** – to include elevating the existing house on a new brick lattice foundation, add new front steps and rear steps, and landscaping around the foundation.

***\*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. Demolition By Neglect Committee Updates
  - A. **Report by Committee**
6. Guidelines Update Committee
  - A. **Report by Committee**
7. Old Business: None
8. New Business
  - A. **Proposed Changes to the Guidelines**
  - B. **Proposed Change to the Minor Works List**
9. HPC Administrator's Report
  - A. **Report on COAs Issued Since Prior Regular Meeting**

MAJORS:

613 Broad St.: complete re-landscaping, fencing, lighting  
100 E. Front St. (Union Point Park): replacing the stage  
715 E Front St.: elevating the interior of the house.  
520 New St.: replace chain link fence with a wood fence and brick pier  
518 Metcalf St.: replace 1-story rear addition, kitchen window with doorway and brick stoop  
618 Craven St.: elevating the house, new brick front steps, new wood side steps  
712 New St.: new porch railing  
516 Metcalf St.: remove shutters  
229 E. Front St.: replace balcony flooring  
215 E. Front St.: cover wood fascia with metal  
717 E. Front St.: new landscape plan  
404 Avenue A: front door, columns, railing

MINORS:

1221 N. Craven St. – gutters  
520 Metcalf St. – rear door

    - B. **Other Items and Updates**
10. Adjourn