

**Minutes of the
New Bern Historic Preservation Commission
February 18, 2009**

The New Bern Historic Preservation Commission (HPC) held its regular meeting on Wednesday, December 3, 2008, in the City Hall Courtroom, 2rd Floor, 300 Pollock Street.

Members Present: Diane Filipowicz, Chair Bradley Cummins
Peter Adolph, Vice-chair Richard Parsons
Jay Heck Sadaf Hassan
Rich Frye Jack Morton, Jr.
Karen Britton

Members Excused/Absent: NONE

Staff Present: Annette Stone, AICP, City Planner

The meeting was opened and roll call was taken. A quorum was reached. Chairwoman Filipowicz discussed the function and qualifications of the Historic Preservation Commission and its members. Witnesses were sworn in.

Witnesses Sworn: Sunny Shuptrine, Courtney Rhodes, Paul Switzer, Mike Clark

Old Business

- 1. Consider amending COA for 409 Metcalf Street, owned by Tabernacle Baptist Church, to reconfigure previously approved exterior stairs.**

Staff Comments: Staff Annette Stone briefed the Commission on the request and showed video of the rear of the structure.

Applicant's Comments: The applicant request including reconfiguring the previously approved stairs, the proposed change would require a change in a door and window. The applicant presented drawings with the new stairs arrangement.

Public Comments: There was no public comment.

Discussion by the Commission: After some discussion, it was determined that drawings did not accurately depict the changes that were needed and the applicant was asked to return with corrected drawings. No action was required on this request.

- 2. Consider COA application for 417 Metcalf Street, owned by Paul and Lois Switzer, addition to a historic structure which will include the enclosure of an existing rear porch.**

Staff Comments: Staff Annette Stone gave a description of the project and showed a video of the project. Ms. Stone stated this project had been before the Commission in design review. The applicant is requesting to enclose and existing rear porch and add to the floor space. The new addition will be covered by a gable roof and match the front of the house in detail. The primary sheathing is clapboard to match the house and the foundation will be brick and match the house. The applicant will reuse a set of wood steps and metal handrail that currently exist on the structure. This structure is contributing to the District.

Applicant's Comments: Paul Switzer, the property owner, felt this was an accurate description of the project.

Public Comments: There was no public comment on the project.

Discussion by the Commission: Items for discussion including the casement windows and if there could be horizontal bars placed in the window to give the appearance of double hung windows, there was an extensive discussion of the level of detail for the pediment and other details such as door surrounds. All the clarifications in the drawings were noted on a master copy of the drawing that will stay with the file and agreed to by the property owner.

Findings of Fact: Commissioner Frye moved to find the application congruous with the Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required; Section 15-429 Review Criteria, citing the following guidelines: ""Additions to Historic Buildings pages 50 and 51; ""Guideline(s)#1- 12; Exterior Entrances and Porches pages 27 – 28;""Guideline #8. Commissioner Parsons seconded.

Statements of Reason: 1) Project impacts tertiary area of visual concern. 2) The materials will match the existing structure. 3) The applicant will reuse some of the existing materials, including steps and handrails. 4) The design pulls from existing architectural elements on the building.

Discussion on the Motion: Commissioner Parsons asked that all the clarifications discussed be placed on one single drawing for the file. Staff marked on the file copy with the changes proposed and passed the drawing around for all the commissioners to examine.

Condition(s): As per file drawing changes as noted.

There being no further business the meeting was adjourned.

Diane Filipowicz, Chair

Annette Stone, AICP
Commission Administrator