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**Minutes of the
New Bern Historic Preservation Commission
September 17, 2014**

13 The New Bern Historic Preservation Commission (HPC) held a regular meeting on Wednesday,
14 September 17, 2014, in the second floor courtroom of City Hall, 300 Pollock Street.

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Members Present: Tim Thompson, Chair Jim Morrison
 Richard Parsons David Griffith
 Jerry Walker John Young
 Nancy Gray Tripp Eure, Vice Chair

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Members Excused (E)/Absent (A): Mickey Miller (E)

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Staff Present: Kevin Robinson, AICP, City Planner

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The meeting was opened and roll call was taken. A quorum was present. Witnesses were sworn in. They included Neil Whitford, Sylvia Whitford, Joe Jacques, and Lucien Vaughn. August minutes were considered for approval. Commissioner Young moved, and Commissioner Eure seconded that the reading of the minutes be waived. Motion carried. Corrections were made. Commissioner Parsons moved and Commissioner Griffith seconded that the minutes be approved with amendments. The motion was approved.

New Business

1. Consider COA application for 413 E Front St. (Sylvia Whitford) for exterior alterations.

Staff Comments: Staff Kevin Robinson reviewed the application and discussed the property. Mr. Robinson later reviewed the Staff Recommendations.

Applicant Comments: Representative Neil Whitford gave some background on the property and described the project.

Public Comments: NONE

Discussion by the Commission: The Commissioners discussed issues including the inappropriateness of the fence, the more appropriate existing gate design, the inappropriateness of plywood versus solid wood shutters, the sense that the balance of the application seemed congruous (save shutters and fence), whether brick edging on driveway is still part of application and details of said edging, a recommendation to hold off on approving brick edging, whether proposed doors contain true divided lights, the nature of relationship of blinds, window and sashes, a recommendation to submit further detailed drawings for driveway brick, proposed doors and windows, etc., the need for an example of the V-crimp panel details and cross-section, the nature of exposed neoprene fasteners on roof, the rear shed roof style and pitch, the recommended removal of “wrought-iron” description from application as fencing material is

45 aluminum, the clarification of true divided lights on doors, and a notation that all three structures
46 appear greater than 50 years old per the county tax records.

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48 **Finding(s) of Fact:** Commissioner Parsons moved to find the application congruous with the
49 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;
50 Section 15-429 Review Criteria, citing the following guidelines: “Exterior Changes to Historic
51 Buildings: Roofs, pp 17-20, guideline(s)#5,6; “Windows and Doors, pp 26-30, guideline(s)#5,8;
52 “Exterior Entrances and Porches”, pp 34-36, guideline(s)#5,6,13; “Brick and Other Masonry
53 Materials”, pp 37-39, guideline(s)#10,12-16; “Site and Setting: Driveways and Off-Street
54 Parking”, pp 87-88, guideline(s)#1,2,8; “Fences and Garden Walls”, pp 82-83, guideline(s)#2-6;
55 and Decks on Historic Buildings,” page 75, guideline#6. Motion was seconded by
56 Commissioner Eure. Motion passed unanimously.

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58 **Statement(s) of Reason:** (1) The design and installation method for the fence is not typical of
59 those historically found in the Historic District, nor does it match the existing gate; and (2) Staff
60 can find no approved COA for the existing example provided and believes it incongruous to
61 Historic District Guidelines

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63 **Condition(s):**

- 64 • Fencing and shutter design are not approved as a part of this COA, but shall be returned
65 for approval by the Commission;
- 66 • No raw wood shall remain; and
- 67 • The proposed door design is a true or simulated-true divided light , per the Guidelines.

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69 **Motion:** Commissioner Parsons moved, and Commissioner Griffith seconded to issue the COA.
70 Motion passed unanimously.

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72 **2. Consider COA application for B. 235 Craven St. (Morgan’s Tavern - Tarheel Associates) to**
73 **include partial enclosure of outside dining area in the tertiary AVC.**

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75 **Staff Comments:** Staff Kevin Robinson reviewed the project, and later offered staff
76 recommendations.

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78 **Applicant Comments:** Representative Lucien Vaughn described the project and showed
79 pictures.

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81 **Public Comments:** NONE

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83 **Motion:** Commissioner Parsons moved, and Commissioner Gray seconded, that Commissioner
84 Griffith be recused from the hearing.

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86 **Discussion by the Commission:** Commissioners discussed issues including clarification of any
87 application additions since Design Review, the history of Federal Alley and that while it appears
88 to have become a destination location for utilities, it was not always so, the definition of the

89 various brick bonds, difficulty of understanding why “Decks” are cited in the Staff
90 Recommendations, whether gutters are proposed, and thanks for the applicants careful
91 consideration of Design Review comments.
92

93 **Finding(s) of Fact:** Commissioner Morrison moved to find the application congruous with the
94 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;
95 Section 15-429 Review Criteria, citing the following guidelines: “Utilities”, pp47-48,
96 guideline(s)#1,4; and “Additions to Historic Buildings”, pages 73-74, guideline(s)#1-10, 16.
97 Motion was seconded by Commissioner Parsons. Motion passed unanimously.
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99 **Statement(s) of Reason:** (1) The refrigeration condensing unit is in the secondary AVC, it may
100 be visible from the public right-of-way, however proposed alleyway location is regularly used to
101 accommodate utilities and placement there of the unit would not take away from the public view;
102 (2) the applicant will need documentation from the City’s Public Works Department to locate
103 utilities in the alleyway, including drain piping to the grade; (3) the proposed addition is in a
104 Tertiary AVC, is recessed from the exiting exterior wall, is of smaller overall scale, features a
105 similar roof form and materials, and represents a contemporary interpretation of the historic
106 structure’s styles and details; (4) the proposed addition is congruous with the guidelines; (5) the
107 lighting apparently is intended to match the existing lighting fixtures on the building, however,
108 no sample of the overhead and signage lighting as was shown on the left elevation was provided.
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110 **Condition(s):**

- 111 • The condensing unit(s) shall be painted to blend with the structure or otherwise screened
- 112 • Applicant shall provide Staff with sufficient permissions for alterations within the City
113 Right-of-Way prior to obtaining a COA;
- 114 • The applicant will provide information on the new to lighting to Staff prior to installation,
115 though a significant change to lighting plans will require approval by the Commission;
- 116 • The applicant shall receive a sign permit prior to installation;
- 117 • Should it be determined that an additional point of egress is needed, Staff will work with
118 the applicant and the Chief Building Inspector to remedy those issues, up to and
119 including Commission involvement if significant design changes are proposed;
- 120 • The applicant shall work with Staff on downspout designs;
- 121 • Brick bond shall be 5-to-1 Common Bond, not Flemish Bond; and
- 122 • Design changes due to chimney venting, if determined necessary, may be brought back to
123 Staff.

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125 **Motion:** Commissioner Parsons moved, and Commissioner Morrison seconded to issue the
126 COA. Motion passed unanimously.
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129 **Other business**

130 **A. General Public Comments:** NONE

131 **B. Administrative Updates and Discussion**

132 **Prevention of Demolition by Neglect updates:** NONE

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134 **Minor Works:** NONE

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136 **Stop Work Order:** Issued at 512 George Street

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138 There being no further business the meeting was adjourned.

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Tim Thompson, Chairman

Kevin Robinson, AICP
City Planner

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