



44 fact that wrought iron as a railing material meets the guidelines and that the rear railing material  
45 is already iron.

46

47 **Finding(s) of Fact:** Commissioner Parsons moved to approve the application congruous with the  
48 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;  
49 Section 15-429 Review Criteria, citing the following guidelines:

50

51 “Exterior entrances and porches”, pp34-36, guideline(s)#6; “Accessibility and Life Safety”,  
52 pp45-46, guideline(s)#4. Motion seconded by Commissioner Morrison. Motion passed  
53 unanimously.

54

55 **Statement(s) of Reason:** (1) The proposed alterations are intended as safety features; (2) the  
56 proposed alterations are clearly defined as recent additions and are removable in the future; (3)  
57 the proposed materials are congruous with historic guidelines.

58

59 **Condition(s):** NONE

60

61 **Motion:** Commissioner Miller moved to issue the COA, seconded by Commissioner Parsons.  
62 All Commissioners voted in favor of the motion. Motion passed.

63

64 **2. Proposed major exterior alterations to 422 Pollock St. (Gloria Cowell–Cowell’s Cleaners) to**  
65 **include after-the-fact approval for removal of doors and window in the primary AVC and**  
66 **other proposed alterations in primary, secondary, and tertiary AVC.**

67

68 **Staff Comments:** Staff Kevin Robinson reviewed and briefed the project. He noted the project  
69 is an “after-the-fact” consideration, as most of the work proposed has already been done. Mr.  
70 Robinson later reviewed the Staff Recommendations.

71

72 **Applicant Comments:** Owner Gloria Cowell (Cowell’s Cleaners) presented an aerial picture of  
73 the property, along with pictures and descriptions of the various proposals.

74

75 **Public Comments:** NONE

76

77 **Discussion by the Commission:** The Commission discussed issues including whether the  
78 “roof” piece is in actuality a “roof” or a “trim piece” or “sheathing” for the purposes of  
79 evaluating the use of synthetic material, the fact that the guidelines say to match the material that  
80 is traditional for the area, the fact that metal, solid color, non-variegated asphalt shingles are all  
81 approved materials for roofs/sheathings, the lack of “honesty” in plastic shingles that mimic  
82 wooden shake shingles, the note that the faux shingles do emulate the existing shingles but look  
83 very artificial at close range, and the number of other materials used in the project that are  
84 synthetic.

85

86 **Finding(s) of Fact:** Commissioner Parsons moved to find the application congruous with the  
87 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;  
88 Section 15-429 Review Criteria, citing the following guidelines: “Residential New Construction:

89 Materials and Additions to Non-Contributing Structures”, pp 53-54, guideline(s)#1-4. Motion  
90 was seconded by Commissioner Walker. In a following discussion, Commissioner Miller  
91 clarified that the conditions included a return to the Commission with new roofing materials. In  
92 addition The Commissioners agreed to the clarified condition. Motion passed unanimously.  
93

94 **Statement(s) of Reason:** (1) Staff cannot find conclusive evidence that this structure is  
95 contributing and believes the Historic Register citing its construction date of 1970 to be accurate.  
96 It is also likely that many character changing alterations have occurred to this building over its  
97 lifetime, none of them having achieved historical significance; (2) After the fact alterations to  
98 windows, doors and exterior walls of this non-contributing structure are congruous with historic  
99 district guidelines; (3) proposed roof material is incongruous with guidelines.

100  
101 **Condition(s):**

- 102 • Applicant shall install an approved roof material other than that currently proposed, and  
103 return to the Commission with the proposal as an amended application.  
104

105 **Motion:** Commissioner Parsons moved to issue the COA save approval of roof material,  
106 seconded by Commissioner Miller. All Commissioners voted in favor of the motion.  
107

108 **3. Proposed major exterior alterations to 323 Middle St. (David Chagaris) to include after-the-**  
109 **fact approval for the removal of second story awning in the primary AVC.**  
110

111 **Staff Comments:** Staff Kevin Robinson noted that the application is for an after-the-fact  
112 removal of an awning due to immediate safety hazard. No representative was present for the  
113 application, so the Commission proceeded to the next application.  
114

115 **Discussion by the Commission:** The Commission confirmed that tabling the application until  
116 the next meeting would not stop current fines from accruing.  
117

118 **4. Proposed major exterior alterations to 246 B Craven St. (Lucien Vaughn – Tarheel**  
119 **Associates) to include installation of new windows in the secondary AVC.**  
120

121 **Staff Comments:** Staff Kevin Robinson noted the details of the application and later reviewed  
122 staff recommendations.  
123

124 **Applicant Comments:** Contractor Lucien Vaughn, Tarheel Associates, discussed the project to  
125 include the addition of windows on the side of the Owen G. Dunn and Company Building, facing  
126 Pollock Street. He noted that the project area is 50 feet away from the public right of way, and  
127 that although there is open greenspace between the project area and the road, the distance in  
128 between the two constitutes a secondary versus primary AVC.  
129

130 **Public Comments:** NONE  
131

132 **Discussion by the Commission:** The Commissioners discussed issues including the age of the  
133 existing windows and why they were replaced, whether the proposed replacement windows are  
134 exactly like the existing windows, the congruousness of the proposed details of the windows, the  
135 type of trees that currently provide shading to the area of the proposed windows, the type of  
136 cleaning/pruning proposed by the city of said trees, whether the removal of existing tree growth  
137 would change the determination of the proposed project area as a secondary AVC, the fact that  
138 this project is a good example of property owners sharing a tight space with positive outcomes,  
139 and the affirmation of Mr. Vaughn’s careful inclusion and highlighting of the applicable  
140 guidelines as very helpful.

141  
142 **Finding(s) of Fact:** Commissioner Miller moved to find the application congruous with the  
143 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;  
144 Section 15-429 Review Criteria, citing the following guidelines: “Exterior Changes to Historic  
145 Buildings: Windows and Doors”, pp 26-30, guideline(s)#6, 14. Motion was seconded by  
146 Commissioner Morrison. Motion passed unanimously.

147  
148 **Statement(s) of Reason:** (1) The proposed alterations are in an area deemed to be a secondary  
149 area of visual concern; (2) The windows are identical to those existing and create a consistent  
150 fenestration on opposite faces of the building; (3) the placement, design and material of the  
151 proposed alterations are congruous with the guidelines.

152  
153 **Condition(s):** NONE

154  
155 **Motion:** Commissioner Miller moved to issue the COA, seconded by Commissioner Morrison.  
156 All Commissioners voted in favor of the motion.

157  
158 **5. Proposed major exterior alterations to 312 Johnson St. (Coastal Craftsmen) to include**  
159 **construction of deck to replace masonry steps and patio in tertiary AVC.**

160  
161 **Staff Comments:** Staff Kevin Robinson noted the details of the application and later reviewed  
162 staff recommendations. He also noted some historical points related to the project, including that  
163 the current rear steps are believed to be c. 1997.

164  
165 **Applicant Comments:** Architect Johnny Harrison of Coastal Craftsmen, LLC, spoke on behalf  
166 of the project. He noted the project details and mentioned some changes from the original  
167 application.

168  
169 **Public Comments:** NONE

170  
171 **Discussion by the Commission:** The Commissioners discussed issues including the number of  
172 unknowns on the project, ie: the railings, height of the deck, etc. The Commissioners also  
173 questioned how the final deck will be stained or painted.

175 **Finding(s) of Fact:** Commissioner Parsons moved to find the application congruous with the  
176 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;  
177 Section 15-429 Review Criteria, citing the following guidelines: “New Construction and  
178 Additions: Decks on Historic Buildings”, pp 75, guideline(s)#1-6, 7. Motion was seconded by  
179 Commissioner Miller. Motion passed unanimously.

180

181 **Statement(s) of Reason:** (1) Steps appear to be a later addition to the home and are not  
182 historically significant; (2) The proposed deck materials, designs, and placement in the tertiary  
183 area of visual concern are congruous; (3) Per Zoning Administrator, side setbacks on the  
184 property are five feet. Steps may encroach up to three feet into prescribed sideyard (no less than  
185 two feet from the property line) however, deck must be at least five feet from the property line.  
186 A survey or plans showing dimensions of deck and distance from the property line should be  
187 made available to the Zoning Administrator.

188

189 **Condition(s):**

- 190 • A survey or plans showing dimensions of deck and distance from the property line in  
191 compliance with zoning regulations should be made available to the Zoning  
192 Administrator;
- 193 • Said survey shall be approved by the HPC Administrator or returned to the Commission  
194 for further review;
- 195 • The decks shall be 30 inches or lower; and
- 196 • The HPC Administrator shall approve any required modifications of the steps indicated  
197 on the submitted plan.

198

199 **Motion:** Commissioner Miller moved to issue the COA, seconded by Commissioner Morrison.  
200 All Commissioners voted in favor of the motion.

201

202

203 **General Public Comments**

204 NONE

205

206 **Other business**

207 **A. Review a recommendation for nomination of Craven Terrace to the National Register**  
208 **of Historic Places**

209 State Historic Preservation Office (SHPO) has requested comments from the HPC regarding the  
210 nomination of Craven Terrace to the National Register. The Commissioners discussed issues  
211 including their support of the nomination if the Housing Authority (HA) is in support, the fact  
212 that what the HA supports is irrespective of the objective Preservation opinion being requested  
213 by SHPO, the fact that the application will proceed regardless of the comments offered by the  
214 New Bern HPC, and finally the fact that all they’ve been asked to comment on is whether in their  
215 opinion the “Section 8” of the nomination application has been met. Commissioner Parsons  
216 moved, and Commissioner Gray seconded that Commissioner Miller be recused from the voting.  
217 Commissioner Parsons moved that Chair Thompson shall respond favorably that the “Section 8”  
218 criteria have been met for Craven Terrace. Commissioner Morrison seconded. Motion passed.

219

220 **Administrative Updates and Discussion**

221 Minor Works: Awnings at 624-628 Hancock Street; Gated fence and raised decking at 411  
222 Broad Street; flat roof replacement at 520 S Front Street;

223 No new violations:

224 • 214 Pollock Street: replaced windows

225 • Cowell: approved

226 • 323 Middle St: active violations

227 Prevention of Demolition by Neglect (DbN) List: no updates, good work being done on Ave C  
228 Maola Hse

229 **Update on DbN Review Team and Ordinance updates work**

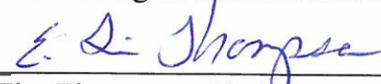
230 **Preservation Plan review and progress report planned**

231

232 There being no further business the meeting was adjourned.)

233

234

235   
Tim Thompson, Chairman

236

  
Kevin Robinson, AICP  
City Planner