



45 **Statement(s) of Reason:** Proposed roof materials are congruous with the guidelines.

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47 **Condition(s):** NONE

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49 **2. Proposed major exterior alterations to 406 Ave. A (Tom Causey) to include after-the-fact**  
50 **approval for the addition of a louvered screen door in the primary AVC.**

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52 **Staff Comments:** Staff Kevin Robinson reviewed and briefed the project. He noted the project  
53 is an “after-the-fact” consideration, as the replacement screened door is already in place. Mr.  
54 Robinson later reviewed the Staff Recommendations.

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56 **Applicant Comments:** Owner Tom Causey stated that the original size of the door opening has  
57 not changed to accommodate the new screened door. He said that the door is wooden, louvered,  
58 has a one-piece screen, and was installed to add security to the home.

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60 **Public Comments:** NONE

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62 **Discussion by the Commission:** Commissioner Morrison moved, and Commissioner Parsons  
63 seconded that Chairman Thompson be recused as he is a neighbor within 100 feet of the  
64 property. Motion passed. The Commission then discussed issues whether the door is congruous  
65 with the guidelines and Historic Districts, whether a change request before-the-fact would have  
66 been approved, and the added security desired by the addition of the door.

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68 **Finding(s) of Fact:** Commissioner Parsons moved to find the application congruous with the  
69 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;  
70 Section 15-429 Review Criteria, citing the following guidelines: “Windows and Doors”, pp 26-  
71 54, guideline(s)#1-4. Motion was seconded by Commissioner Morrison.

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73 **Statement(s) of Reason:** While the screen door does obscure the existing exterior door, it is  
74 consistent with others found within the Districts.

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76 **Condition(s):** NONE

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78 **Motion:** Commissioner Gray moved to issue the COA, seconded by Commissioner Parsons.  
79 All Commissioners voted in favor of the motion.

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81 **3. Proposed major exterior alterations to 400 New St. (Tommy Hall – First Presbyterian**  
82 **Church) to include construction of accessory structure in the tertiary AVC.**

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84 **Staff Comments:** Staff Kevin Robinson introduced the application. Later he reviewed the Staff  
85 Recommendations.

86 **Applicant Comments:** Representative Tommy Hall described the proposed project, including  
87 dimensions.

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89 **Public Comments:** NONE

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**Discussion by the Commission:** The Commissioners discussed issues including whether the proposed cement board siding would be smooth or textured.

**Finding(s) of Fact:** Commissioner Parsons 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: “Building Materials for New Construction and Additions to Non-Contributing Buildings”, pp 53-54, guideline(s)#1,4; “Outbuildings and Accessory Structures”, p 84, guideline(s)#5; and “Additions to Historic Buildings”, p 74, guideline(s)#1,2, 5,6,10. Motion was seconded by Commissioner Griffith. During the discussion, “Additions to Historic Buildings” pg. 74, guidelines 1,2,5,6 and 10 were added to the motion. Commissioners Parsons and Griffin approved the additions to the motion. Motion passed unanimously.

The Commissioners discussed how strictly the guidelines should be interpreted for non-contributing structures on the site of a historic structure. Motion passed unanimously.

**Statement(s) of Reason:** (1) The proposed alterations are in an area deemed to be a tertiary area of visual concern; (2) The design and proposed materials of structure are congruous with Historic District guidelines.

**Condition(s):**

- Corner Boards will be 1 X 4 inches;
- Samples of the door, corner board and siding materials shall be submitted to Staff for approval;
- Cement board shall be smooth-textured

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

**4. Proposed major exterior alterations to 323 Middle St. (David Chagaris) to include after-the-fact approval for the removal of a decorative awning/shed roof in the primary AVC.**

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

**Applicant Comments:** Owner David Chagaris is requesting to remove the remnants of the former awning that was removed after part of it became dislodged during high winds. He thinks the awning removed was added in the 1920-30s, but was not originally part of the building. He noted that the feature was high enough so as not to be noticed by the average pedestrian.

**Public Comments:** NONE

133 **Discussion by the Commission:** The Commissioners discussed issues including the staff  
134 comments, the fact that the awning had achieved historical significance, the 1920s Spanish  
135 colonial nature of the awning design, the fact that the city ordering the awning off the building  
136 due to a safety hazard does not exempt the alteration from requiring a COA, and the Prevention  
137 of Demolition by Neglect nature of this removal and the need to restore the feature to the  
138 building.

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140 **Finding(s) of Fact:** Commissioner Parsons moved to find the application incongruous with the  
141 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;  
142 Section 15-429 Review Criteria, citing the following guidelines: “Secretary of Interior  
143 Standards: Preservation,” pp 68-69, guideline(s)#2, 4-6; “Exterior Changes to Historic  
144 Buildings: Historic Commercial Building Facades”, pp49-51, guideline(s)#1-5. Motion was  
145 seconded by Commissioner Young. During the discussion, Commissioners noted that a  
146 replacement-in-kind of the awning would not require a COA, but any change to the original  
147 design, material, etc. will. Motion passed unanimously.

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149 **Statement(s) of Reason:** (1) The removal of materials represented a feature of the structure that  
150 had gained historical significance; (2) The alterations changed the physical appearance and  
151 character of the structure in the primary AVC; and (3) Required emergency removal or  
152 demolition of any structure within the Historic Districts due to safety concerns posed by disrepair  
153 does not exclude the requirement of an approved COA after the fact for said alterations.

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155 **Condition(s):**

- 156 • Owner shall submit plans to restore the awning to the Staff and have obtained building  
157 permits within 60 days, with an aimed start date for installation in September 2014.

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159 **5. Proposed major exterior alterations to 243 Craven St. (Chris Straight – Prohibition) to**  
160 **include construction of accessory structure and hardscaping in the primary AVC.**

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162 **Staff Comments:** Staff Kevin Robinson noted the application was insufficient on some pieces  
163 of information and there had been significant changes made in the proposed project.

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165 **Discussion by the Commission:** The Commissioners agreed to table the application until the  
166 next meeting.

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168 **6. Proposed major exterior alterations to 415-417 S. Front St. (Ben Bryan – Reprise**  
169 **Construction) to include façade changes, signage and landscaping in the primary and**  
170 **secondary AVC’s.**

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172 **Staff Comments:** Staff Kevin Robinson introduced the application, and noted the application  
173 covers one project over two addresses. Later he reviewed the Staff Recommendations.

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175 **Applicant Comments:** Representative Ben Bryan conducted a presentation that fully detailed  
176 the proposed project.

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**Public Comments:** *Nancy Hollows*, 4438 Rivershore Drive, is glad to see a project proposed that brings to life buildings that need a facelift. She noted that one or more of the overhead doors used as examples are not located within the boundaries of the Historic Districts, but just outside. She asked about the columns of the Farmers Market fence, and wondered if a rear-illuminated sign for the buildings would be appropriate and/or too bright for the area. She also commented that the awnings proposed seemed appropriate in that they are clean-lined and very typical of the Districts.

**Discussion by the Commission:** The Commissioners discussed issues including the thoroughness of the application and a job well done of explaining the project as proposed, the appropriateness of all details, the appropriateness of the overhead door, the reconstruction/repainting of 417's rear masonry wall as being a "replacement-in-kind", whether the areas marked as "easements" bordering the buildings are excluded from consideration, and whether the Farmer's Market fence design was guided by the Urban Design Plan.

**Finding(s) of Fact:** Commissioner Gray 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: "Brick and Other Masonry Materials", p 37; "Accessibility and Life Safety", pp 45-46, guideline(s)#2,3; and "Historic Commercial Building Facades", p 49-51, guideline(s)#6-8,10,11,13; "New Construction and Additions: Building Materials", p54, guideline(s)#1,4; "Commercial New Construction: Details", p62, guideline(s)#1; "Texture", p63, guideline(s)#1,2; "Building Scale and Proportion", p59, guideline(s)#2,3; "Site and Setting: Fences and Garden Walls", pp82-83, guideline(s)#4-8; "Landscaping", p77-80, guideline(s)#5-8,10,11; "Signage", pp90-92, guideline(s)#1,2,6-9; and "Exterior Lighting", p89, guideline(s)#1-6. Motion was seconded by Commissioner Morrison. Motion passed unanimously.

**Statement(s) of Reason:** (1) Staff finds 415 S Front Street to be less than 50 years in age and non-contributing. From evidence provided by the applicant it also appears that 417 S Front Street is likely less than 50 years of age also; (2) While a visually interesting and unique façade in New Bern's downtown historic district, the bricks and mortar application on 417 S Front St has experienced significant deterioration and may not be maintainable in the future; (3) All newer components of the proposed alterations represent modern interpretations of similar materials and details found throughout the historic district and are congruous with the design guidelines; and (4) Chief Building Inspector has indicated that hardware installation for flood proofing may be necessary for the use of this property. This will significantly alter portions of the face in the primary AVC and should be approved by the Commission (5), however the applicant has provided significant flood abatement in the proposal.

**Condition(s):**

- New brick façade on 417 S Front Street shall be applied using a brick and mortar bond commonly found throughout the Districts;

- 220       • Flood proofing equipments and methods of application shall be approved by HPC prior to  
221       issuance of COA and other permits;  
222       • Signage and landscaping shall meet all applicable land use ordinance requirements and  
223       shall be approved by the Zoning Administrator. Work with the City Electric and Public  
224       Works Departments shall be facilitated by the Development Services Department.  
225

226       **Motion:** Commissioner Eure moved to issue the COA, seconded by Commissioner Griffith. All  
227       Commissioners voted in favor of the motion.  
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229       **7. Proposed major exterior alterations to 402 Queen St. (Chris Bass-Bear Town Market) to**  
230       **include façade changes, window changes and new door in the secondary AVC.**  
231

232       **Staff Comments:** Staff Kevin Robinson introduced the application. Later he reviewed the Staff  
233       Recommendations.  
234

235       **Applicant Comments:** Chris Bass described the project and addressed past concerns.  
236

237       **Public Comments:** *Nancy Hollows*, 4438 Rivershore Drive, asked about the awning location  
238       and plan.  
239

240       **Discussion by the Commission:** The Commissioners approved the additions to the application.  
241       The members then discussed issues including the owner of the driveway property just outside the  
242       proposed door outswing, whether the slope of the driveway will affect the use of a side door, the  
243       need for a cornice element due to the choice of a more traditional storefront design, alternate  
244       façade design options, the sheathing material over parts of the brick, the large extent of  
245       information that is different from the initial packet, the extent that the faux columns protrude, the  
246       nature of “solid oak plywood”, and the increased helpfulness of having all current information  
247       before the meeting.  
248

249       **Finding(s) of Fact:** Commissioner Parsons moved to find the application congruous with the  
250       Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;  
251       Section 15-429 Review Criteria, citing the following guidelines: “Commercial New  
252       Construction: Materials”, pp 60-61, guideline(s)#1,4; “Details”, p 52, guideline(s)#1-3, 5;  
253       “Texture”, p 63, guideline(s)#1-3; and “Form and Rhythm”, p64, guideline(s)#2,3,7. Motion  
254       was seconded by Commissioner Eure. During a discussion on the motion, guidelines were added  
255       to include “Signage”, pp90-92, guideline(s)#1-4, 6-8; and “Exterior Lighting”, p89,  
256       guideline(s)#1-6. Upon a call for a vote, all Commissioners voted in favor of the motion, except  
257       Commissioners Griffith and Young. Motion passed.  
258

259       **Statement(s) of Reason:** (1) The proposed alterations are to a non-contributing structure; and  
260       (2) The proposed façade design and new doorway are congruous with the Districts and  
261       guidelines.  
262

263       **Condition(s):**

- 264       • All brickwork shall remain real brick; and  
265       • Application is approved as was proposed at the meeting.  
266

267 **Motion:** Commissioner Parsons moved to issue the COA, seconded by Commissioner Morrison.  
268 Upon a call for a vote, all Commissioners voted in favor of the motion, except Commissioners  
269 Griffith and Young. Motion passed.  
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272 **Other business**

273 **A. General Public Comments:** NONE  
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275 **B. Administrative Updates and Discussion**

276 Chief Building Inspector's Report: 402 Queen St owner has received a letter regarding fines, but  
277 has not been heard from since May 15, 2014; 217 Hancock St (Fenner House) has requested an  
278 extension to an existing work order. Commissioner Gray moved, and Commissioner Morrison  
279 seconded that Commissioner Parsons be recused from the voting as he is a neighbor within 100  
280 feet of the property. Motion passed. Commissioner Young moved, seconded by Commissioner  
281 Gray NOT to authorize an extension to the work order under Prevention of Demolition by  
282 Neglect (DbN). Motion passed. The owners were then invited to attend the next regular meeting  
283 or Design Review to discuss their progress; 1118 N Craven St (Sadler Store) has a DbN work  
284 order expiring 6/21/2014; 312 Ave C (Maola House) work is progressing. 314 Ave C Staff has  
285 received DbN paperwork and will be inspecting property.  
286

287 HPC Administrators Report:

288 Minor Works: 417F Broad St (Ramp and mop sink approved)  
289 Violations: 408 Queen Street (satellite dish violation); 815 Pollock Street (wood to fiberglass  
290 shingles in primary AVC)  
291

292 **C. Review of Ordinance updates**

293 Provided by HPC Administrator  
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295 **D. SHPO Grant funding survey of Dryborough Neighborhood received by Development**  
296 **Services Dept.**  
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298 There being no further business the meeting was adjourned.  
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302 Tim Thompson, Chairman

  
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302 Kevin Robinson, AICP  
City Planner

