



44 the roofing information, and how the proposed roofing project might effect existing incongruous  
45 elements.

46  
47 **Finding(s) of Fact:** Commissioner Parsons moved to find 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: “Roofs”, pages 17-19,  
50 guideline(s)#6, 8; and “Wood Walls, Trim and Ornamentation, “pages 21-25, guideline(s)#1-3,  
51 9. The motion was seconded by Peter Adolph. Upon a roll call, all Commissioners except  
52 Commissioner Gray voted in favor of the motion. Motion passed.

53  
54 **Statement(s) of Reason:** (1) Replacement roofing materials are congruous with the district and  
55 follow historic district guidelines; (2) Synthetic siding, such as PVC, is not a congruous  
56 replacement for wood on contributing structures and should not be used to replace another  
57 incongruous material; and (3) Detailed in the registry, historic chimneys located to the rear of  
58 this building have since been removed. While the applicant has indicated his intent to rebuild  
59 chimneys, there is no information provided in the application to indicate the materials or  
60 dimensions of the proposed rebuilt chimneys.

61  
62 **Condition(s):**

- 63 • Rebuilt chimneys should have the same horizontal dimension as historic chimneys as  
64 indicated under the roof;
- 65 • Elements should be raised high enough to meet building code;
- 66 • Any trim must be wood;
- 67 • Staff shall review proposed brick material.

68  
69 **Motion:** Commissioner Eure moved to issue the COA, seconded by Commissioner Adolph. All  
70 Commissioners voted in favor of the motion, except Commissioner Gray. Motion passed.

71  
72 **2. Review proposed major exterior alterations to 406 Ave. A (Tom Causey) to include**  
73 **installation of screened porch in the tertiary portion of property.**

74  
75 **Staff Comments:** Staff Kevin Robinson described the project. Later he reviewed the Staff  
76 Recommendations.

77  
78 **Applicant Comments:** Applicant/Owner Tom Causey of 406 Avenue A, added the requested  
79 information and described his plans.

80  
81 **Public Comments:** *Stevie Bennett*, 1312 National Avenue, believes the back porch roof should  
82 be metal for congruousness. *Nancy Hollows*, 4438 Rivershore Drive, wants confirmation that an  
83 internal railing is not needed for the porch.

84

85 **Discussion by the Commission:** The Commissioners concluded the application was complete.  
86 They discussed issues including whether or not the louvered window in the top of the porch has a  
87 function, the confirmation of foundation detail, and the most congruous width of the brick piers.  
88

89 **Finding(s) of Fact:** Commissioner Parsons moved to find the application congruous with the  
90 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;  
91 Section 15-429 Review Criteria, citing the following guidelines: "Foundation", pages 31-33,  
92 guideline(s)#7; "Residential New Construction Details", pages 70, guideline(s)#2; "Exterior  
93 Entrances and Porches", pages 34-37, guideline(s)#6, 7, 13; "Additions to Historic Buildings",  
94 pages 73-74, guideline(s)#1-10; and "Roofs", pages 17-19, guideline(s)#6. Commissioner  
95 Griffith seconded. All Commissioners voted in favor of the motion. Motion passed.  
96

97 **Statement(s) of Reason:** The proposed alterations are congruous with guidelines and those  
98 within the District.  
99

100 **Condition(s):** Width between the proposed brick piers shall be no narrower than 1.5-2.5 brick  
101 pilasters between piers.  
102

103 **Motion:** Commissioner Griffith moved to issue the COA, seconded by Commissioner Adolph.  
104 All Commissioners voted in favor of the motion. Motion passed.  
105

106 **3. Review proposed major exterior alterations to 511 Metcalf Street (Lorelei Schaffhausen)**  
107 **to include removal of block chimney and replace/patch with existing roof/façade materials.**  
108

109 **Staff Comments:** Staff Kevin Robinson briefed the project, introducing Nancy Hollows as the  
110 representative of the applicant. Later he reviewed the Staff Recommendations.  
111

112 **Applicant Comments:** Representative Nancy Hollows (for Applicant Lorelei Schaffhausen)  
113 presented and described the project.  
114

115 **Public Comments:** NONE  
116

117 **Discussion by the Commission:** The Commissioners concluded the application was complete.  
118 They discussed issues including the fact that the chimney is not historic fabric and that the use of  
119 incongruous material is not encouraged, but acceptable when used as replacement-in-kind.  
120

121 **Finding(s) of Fact:** Commissioner Eure moved to find the application congruous with the  
122 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;  
123 Section 15-429 Review Criteria, citing the following guidelines: "Roofs", pages 17-20,  
124 guideline(s)#1, 5, 6. Commissioner Adolph seconded. Motion passed unanimously.  
125

126 **Statement(s) of Reason:** (1) Age of block chimney is unknown, but was not listed as historic on  
127 registry; (2) Chimney is stated as source of leaking and interior damage and will save other

128 historic fabric; and (3) Roof is of an incongruous material, however it is pre-existing and  
129 patching after removal will be in-kind and located in the tertiary portion of the home.

130  
131 **Condition(s):** NONE

132  
133 **Motion:** Commissioner Parsons moved to issue the COA, seconded by Commissioner Adolph.  
134 All Commissioners voted in favor of the motion. Motion passed.

135  
136 **4. Review proposed major exterior alterations to 238 Middle Street (Christine Mele) to**  
137 **include replacement of window trim and other façade details with a different material.**

138  
139 **Staff Comments:** Staff Kevin Robinson reviewed and briefed the project. Later he reviewed  
140 the Staff Recommendations.

141  
142 **Applicant Comments:** Applicant Christine Mele, 238 Middle Street, described the trim  
143 replacement. Said the PVC would be milled onsite.

144  
145 **Public Comments:** *Nancy Hollows*, 4438 Rivershore Drive, asked why PVC would be allowed  
146 on the building now, assuming it wasn't originally put on the building for a reason. She stated  
147 she would prefer a wood replacement.

148  
149 **Discussion by the Commission:** The Commissioners concluded the application was complete.  
150 They discussed issues including the need to find the interior source of leaks, especially for the  
151 balconies, the use of artificial materials with respect to new construction, and the relevancy of  
152 p60-61 "Use of materials", guideline #4.

153  
154 **Finding(s) of Fact:** Commissioner Thompson moved to find the application congruous with the  
155 Historic Preservation Guidelines, citing Section 15-427 Certificate of Appropriateness required;  
156 Section 15-429 Review Criteria, citing the following guidelines: "Residential New  
157 Construction", pages 68-69, guideline(s)#1, 3, 4; and "Commercial New Construction", pages  
158 60-61, guideline(s)#1, 3, 4. Commissioner Parsons seconded. Motion passed unanimously.

159  
160 **Statement(s) of Reason:** (1) The property is mixed use with both residential and commercial  
161 tenants. It is new construction and non-contributing; (2) the proposed materials and alterations  
162 are congruous with guidelines and within the District; and (3) Use of artificial materials is  
163 allowed in limited applications.

164  
165 **Condition(s):** NONE

166  
167 **Motion:** Commissioner Eure moved to issue the COA, seconded by Commissioner Adolph. All  
168 Commissioners voted in favor of the motion. Motion passed.

169  
170 **Old Business**

171 **1. Review proposed change to previously approved CoA for dumpster enclosure at**  
172 **Comfort Suites.**

173

174 **Staff Comments:** Staff Kevin Robinson reviewed and briefed the project.

175

176 **Applicant Comments:** Applicant Reg Poteat discussed the proposed project. He noted that the  
177 dumpster needs to move more toward the back of the property and that he will provide a concrete  
178 pad for trucks to access the dumpsters more easily.

179

180 **Public Comments:** *Nancy Hollows*, 4438 Rivershore Drive, asked about the nature of the silver  
181 trailers in the parking lot.

182

183 **Discussion by the Commission:** The Commissioners concluded the application was  
184 incomplete. They discussed issues including the new location of the dumpsters and concrete  
185 pad, the scale of the drawing submitted the need for congruous drawings as well as the need for  
186 more specificity with respect to the concrete pad, driveway, parking lot access, landscaping and  
187 materials.

188

189 **Motion:** Commissioner Parsons moved to find the application incomplete, seconded by  
190 Commissioner Adolph. All Commissioners voted in favor of the motion. Motion passed.

191

192 **Other business**

193 1. Chief Building Inspector (CBI) updates regarding Hotel Albert ongoing work and the  
194 removal of Elks Building and 1411 National Avenue off the Demolition by Neglect list.

195 2. Prevention of Demolition by Neglect report by CBI Johnny Clark

196 a. 403 Queen Street: got a new roof

197 b. 221 Craven Street (Gussman's Cleaners): HPC to submit complaint forms to  
198 initiate Demolition by Neglect enforcement procedures

199 c. 321 Ave C (Maola House): HPC to submit complaint forms to initiate  
200 Demolition by Neglect enforcement procedures

201 d. 1118 North Craven (Sadler Store): HPC to submit complaint forms to initiate  
202 Demolition by Neglect enforcement procedures (Both Commissioners  
203 Thompson and Parson disclosed they are on the owner's Board – New Bern  
204 Preservation Foundation)

205 e. Old County Health Building beside New Bern Historical Society Attmore-  
206 Oliver House offices: being looked into

207 3. Minor Works approved: NONE

208 4. Stevie Bennett: Discussed the 1311 North Pasteur carport complaint and the submission  
209 of new material to the HPC.

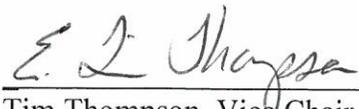
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211 There being no further business the meeting was adjourned.

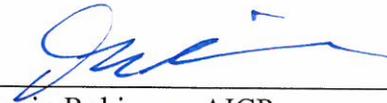
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215  
216



Tim Thompson, Vice Chair (presiding)



Kevin Robinson, AICP  
City Planner