Minutes of the
New Bern Historic Preservation Commission
August 22, 2012

Due to the absence of a quorum at its August 15, 2012 regular meeting, the New Bern Historic Preservation Commission (HPC) held a special called meeting on Wednesday, August 22, 2012, in the second floor courtroom of City Hall, 300 Pollock Street.

Members Present:	Peter Adolph	Rich Frye, Chair
	Richard Parsons	Karen Britton
	Peggy Broadway	Tim Thompson, Vice-chair

Members Excused (E)/Absent (A): Johnny Harrison (E), Bradley Cummins (E)
Staff Present: Bernard George, AICP, CZO, Planning Division Manager

Call to Order: Chairman Frye called the special meeting to order. The roll call was taken. A quorum was present. A motion to waive the reading of the minutes and approve the minutes as written was made by Commissioner Parsons and seconded by Commissioner Thompson. Motion passed. Chairman Frye briefly described the duties and responsibilities of the Historic Preservation Commission. Witnesses were sworn in.

Introduction of Newly Appointed Commissioners: Chairman Frye welcomed three newly appointed Commissioners who will be sworn in at the next regular meeting on September 19; Commissioners Janet Giordano, Nancy Gray and Mickey Miller.

New Business
1. Consider an application for a Certificate of Appropriateness after-the-fact for 1013 North Craven Street for exterior alterations to include replacement of a standing seam metal roof.

Staff Comments: Staff Bernard George gave an overview of the project. He added that the project is an "after-the-fact" consideration.

Applicant Comments: Hugh Howard, applicant, 107 Dobbs Spaight Road, spoke on behalf of the project. He apologized for not realizing he needed to get HPC approval. He added he will openly answer questions.

Public Comments: Stevie Bennett, 1312 National Avenue, stated that she wondered how many times they would hear the same excuse and what it will take for people in our historic districts to know to get a COA before working on their property. She acknowledged a project Bernard is working on to assist homeowners in historic districts.

Discussion by the Commission: Commissioner Peter Adolph questioned if Chief Building Inspector Johnny Clark would be attending this special meeting, to which Staff Bernard George advised he would not. Commissioner Adolph questioned if the roof would meet building code. Staff Bernard George advised that Mr. Hugh Howard provided a roofing sample and

manufacturer specs which Johnny Clark reviewed. Mr. Clark did not feel a building permit was required due to the cost of the repair was less than $5,000. No structural work was being done; therefore the roof repairs did not require a building permit. Commissioner Broadway questioned if a sample had been provided. Mr. George stated he had a sample in his office. Commissioner Frye stated this was an after-the-fact issue and photographs of the roof had been provided for review. Mr. George also noted he had a copy of the manufacturers specs, stating the metal was warranted for 25 years, and the paint was warranted for 40 years.

Commissioner Frye questioned if the roof was a V-crimp metal roof, which is an allowable alternative. Staff Bernard George advised it is not, advising the difference between the two approved by commission is there are additional raised striations in the existing roof, raised ¾" between seams. The requirement is flat between the seams. The height and requirements of the raised seams on the new roof were discussed. Commissioner Adolph noted the pictures show a difference in the roof on the main house and porch and questioned if the material is the same for all. Commissioner Frye questioned if the submitted application was for the entire roof consisting of main house and roof, or just for the porch. Mr. George advised the application was for both the main house and porch. Commissioner Thompson verified with Mr. George that, based on the description provided, the roof replaced was a standing seam metal roof. Staff George noted that Mr. Howard has owned the property for 5-6 years and has done repair work to it. Also noting there are two houses on one lot, 1011 & 1013. 1011 has asphalt shingles. Commissioner Frye asked if 1011 North Craven was a house they had previously had problems with, to which Staff George confirmed.

Findings of Fact: Commissioner Thompson moved to deny the application citing the following guidelines: "Roofs", page(s) 17-20, guideline(s) # 1, 5, and 13.

Motion: Commissioner Adolph seconded the motion. Upon a call for a vote, all Commissioners voted to deny the motion. Motion denied unanimously.

Statements of Reason:

1. The original roofing material was a standing seam metal roof.
2. The proposed new replacement roofing material is a stamped panel, metal roof system.
3. The replacement roofing material is an unapproved substitute for a standing seam metal roof.

Old Business

1. Commissioner Frye requested Staff Bernard George briefly describe the Historic Guidelines welcome packet the City of New Bern's Development Services Department has created to help improve communication**.** Staff Bernard George advised a welcome package has been created for current and new property owners to advise them of COA requirements, contact information for expert assistance, as well as information on their responsibilities as a historic property owner. Information packets were mailed to all property owners in the local historic districts including the Downtown New Bern and Riverside Historic Districts. The packets will be mailed on a

monthly basis to all new residents and property owners in these districts. The goal is to keep property owners better informed about historic district regulations, responsibilities and the availability of free technical assistance. He advised there was a brief discussion during last week's regular meeting in which Nancy Hollows discussed the multiple listing services' new Historic District disclosure statement, which notifies potential purchasers that their property is located in a historic District and is subject to COA or other additional regulations. Chairman Frye complemented staff for the much needed welcome packet and hopes to accomplish adding a link to this information on the City's website.

2. Commissioner Parsons requested Commissioner Thompson and Commissioner Frye provide an update on Demolition by Neglect.

Public comments: Jerry Hobbins, 229 New Street, read a memo he wrote to Alderman Sabrina Bengel, regarding Homeowners Association issues, part of which pertained to the Historic Districts in New Bern. Mr. Hobbins stated the HPC is much like an HOA and therefore should enforce its rules, including the Demolition by Neglect Guidelines. He also inquired as to how the citizens will know which homes are included on this list, noting that the information will better educate citizens, neighbors and homeowners alike.

Discussion by the Commission: Commissioner Frye noted a more complete discussion on this topic will be held at the next regular meeting. Commissioner Thompson summarized the process of how the HPC is reviewing the Demolition by Neglect list. He further stated the Commission has been constantly addressing this topic each meeting until all issues are resolved. He doesn't want to add any additional properties to the list until the rules of procedure are in place on how to fairly and equably process the properties on the list. Commissioner Frye and he have completely reviewed the list and are recommending three more properties be removed. The three proposed properties are: 223 Change Street (issues pertaining to front entrance), 421 Craven Street (issues pertaining to the roof), and 414 Pollock Street, the Athens Theatre (no visual reasons why this property is on the list). Commissioner Thompson encouraged each member to drive by these properties prior to the September meeting. Once the Demolition by Neglect list is updated, it will be posted to the HPC website. Commissioners will receive the updated list via email.

Mr. George advised he has organized a training workshop for September 5, 2012 with John Wood, State Preservation Office, presenting information to all members. More information on the training session will be provided within the following week.

There being no further business, the meeting was adjourned.

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Richard Frye, Chairman

Bernard George, AICP, CZO
Development Services Department