

1 **Minutes of the**  
2 **New Bern Historic Preservation Commission**  
3 **October 19, 2015**  
4

5 The New Bern Historic Preservation Commission (HPC) held a regular meeting on Monday,  
6 October 19, 2015, in the second floor courtroom of City Hall, 300 Pollock Street.

7  
8 **Members Present:** Tim Thompson, Chair Nancy Gray  
9 Tripp Eure, Vice-Chair John Young  
10 Jim Morrison Cherri Moyers  
11 Jerry Walker  
12

13  
14 **Members Excused (E)/Absent (A):** David Griffith  
15 Renee Murphy  
16 John Young  
17

18  
19 **Staff Present:** Kevin Robinson, AICP, City Planner  
20

21 The meeting was opened and roll call was taken. A quorum was present.  
22

23 Chair Thompson explained the HPC and the quasi-judicial hearing process. Staff swore in  
24 witnesses.  
25

26 **Approval of Minutes:** Kevin Robinson said minutes from previous meetings would be  
27 considered at the next meeting.  
28

29 **Consideration of Applications:**  
30

- 31 A. **229 Change St. (Barbara Thomas – GO Architecture) to include new shed roof,**  
32 **landscaping and driveway in the primary AVC, new garage and sidewalks in the**  
33 **tertiary AVC.**  
34

35 **Staff Comments:** Staff, Kevin Robinson presented the application and gave a brief explanation  
36 of the request.  
37

38 **Applicant Comment:** Sarah Afflerbach presented the proposed alterations for Ms. Thomas  
39 including information about the age of the house, the damage caused by the magnolia tree and  
40 plans for the proposed porch roof and garage. No additional landscaping was proposed as part of  
41 this application.  
42

43 **Public Comment:** Peggy Broadway, 214 Change St. asked about the trees proposed to be  
44 removed and said that street trees need to remain if possible. Ms. Afflerbach stated that those  
45 closest to the street would not be removed, only those along the property line.  
46

47 **Staff Recommendations:** Staff Kevin Robinson submitted the following Historic District  
48 Guidelines as appropriate to this application:  
49

50 **New Construction and Additions:**  
51 **Details, page 70, guideline 2;**  
52

53 **Site and Setting:**  
54 **Fences and Garden Walls, pages 82-83, guidelines 4-6; Outbuildings and**  
55 **Accessory Structures, page 84, guidelines 5, 8; Driveways and Off Street Parking**  
56 **pages 87-88, guidelines 1-3, 7**  
57

58 **Statements of Reason,** based on the information contained in the application, in Staff's  
59 judgment are:  
60

- 61 1. While the register lists this house as being constructed in 1960, the style of structure and  
62 the tax records date of 1968 leads Staff to believe that this house is actually younger than  
63 50 years and non-contributing.
- 64 2. The garage and roof are of a simple design and are congruous in form, placement and  
65 materials.
- 66 3. All other materials are congruous with design guidelines.  
67

68 Staff suggests the Commission approve the application for major exterior alterations at this time  
69 citing the aforementioned guidelines.  
70

71 **Applicant Comment:** There was no additional comment from the applicant.  
72

73 **Board Discussion:** Commissioner Gray thanked the applicant for making changes as proposed at  
74 design review.  
75

76 Commissioner Walker asked about roofing materials. Ms. Afflerbach said that she would submit  
77 shingle samples to Staff.  
78

79 Chair Thompson stated that the driveway design is seen elsewhere in New Bern.  
80

81 Commissioner Morrison asked if the fence would be removed. Ms. Afflerbach said that it would  
82 be and nothing would be replaced for the time being.  
83

84 Commissioner Morrison suggested that guideline #1 on Landscaping be considered with respect  
85 to removal of the trees.  
86

87 **Motion:** Commissioner Morrison moved to find the application for certificate of  
88 appropriateness not incongruous citing the following guidelines:

89  
90 New Construction and Additions:

91 Details, page 70, guideline 2;

92  
93 Site and Setting:

94 Landscaping pages 78-79, guideline 1; Fences and Garden Walls, pages 82-83, guidelines 4-6;

95 Outbuildings and Accessory Structures, page 84, guidelines 5, 8; Driveways and Off Street

96 Parking pages 87-88, guidelines 1-3, 7

97  
98 Commissioner Morrison included the condition that Staff shall approve the roof shingle.

99 Commissioner Walker seconded the motion. Motion carried by unanimous vote.

100

101 **Findings of Fact:** Commissioner Morrison cited the following findings of fact.

102

103 1. While the register lists this house as being constructed in 1960, the style of structure and the  
104 tax records date of 1968 leads Staff to believe that this house is actually younger than 50 years  
105 and non-contributing.

106 2. The garage and roof are of a simple design and are congruous in form, placement and  
107 materials.

108 3. All other materials are congruous with design guidelines.

109

110 **Motion:** Commissioner Gray moved to issue the COA. Commissioner Walker seconded. Motion  
111 carried by unanimous vote.

112

113

114

115 **B. 1009 N Craven St. (Joseph & Sharon Bichaukas – Coastal Craftsmen LLC) - to include**  
116 **replacement steps and handrail in the primary AVC.**

117

118 **Staff Comments:** Staff Robinson presented the application and gave a brief explanation of the  
119 request.

120

121 **Applicant Comments :** Johnny Harrison of Coastal Craftsmen LLC presented the application  
122 including designs for new steps, for owners, Joseph and Sharon Bichaukas.

123

124 **Public Comments:** There was no public comment

125

126 **Staff Recommendations:** Staff Kevin Robinson submitted the following Historic District  
127 Guidelines as appropriate to this application:

128

129 **Exterior Changes to Historic Buildings:**

130 **Exterior Entrances and Porches 34-36, guidelines 11-13**

131  
132  
133 **Statements of Reason**, based on the information contained in the application, in Staff's  
134 judgment are:

- 135           1. Existing steps and handrail is a recent replacement. Dimension and design of  
136           original steps is unknown.  
137           2. Proposed design will improve safety and accessibility.  
138           3. Proposed materials, design and dimension of steps and handrail is congruous.  
139

140 **Board Discussion:** Commissioner Gray asked for some clarification about total number of  
141 pickets and the balustrade.  
142

143 **Motion:** Commissioner Walker moved to find the application for certificate of appropriateness  
144 not incongruous citing the following guidelines:  
145

146 Exterior Changes to Historic Buildings:

147 Exterior Entrances and Porches pages 34-36, guidelines 11-13  
148

149 Commissioner Gray seconded the motion. Motion carried by unanimous vote.  
150

151 **Findings of Fact:** Commissioner Walker cited the following  
152

- 153 1. Existing steps and handrail is a recent replacement. Dimension and design of original steps is  
154 unknown.  
155  
156 2. Proposed design will improve safety and accessibility.  
157  
158 3. Proposed materials, design and dimension of steps and handrail is congruous.  
159

160 **Motion:** Commissioner Morrison moved to issue the COA. Commissioner Gray seconded.  
161 Motion carried by unanimous vote.  
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163  
164 Chair Thompson closed the public hearing.  
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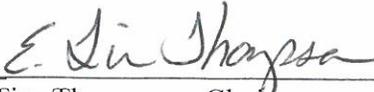
166 **General Public Comments:** None  
167

168 **Administrative Updates and Discussion:** Staff Robinson updated the Board on recent Minor  
169 works COA's issued:  
170

- 171 615 Hancock St. – Fence and gate  
172 315 Pollock St. – Fence and dumpster screen  
173 519 Metcalf St. - Gutters and downspouts  
174 1218 National Ave. – Fence, deck, driveway and patio

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181

There being no further business the meeting was adjourned.

  
\_\_\_\_\_  
Tim Thompson, Chairman

  
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Kevin Robinson, AICP  
City Planner