

**Minutes of the
New Bern Historic Preservation Commission
December 7, 2011**

The New Bern Historic Preservation Commission (HPC) held its regular meeting on Wednesday, December 7, 2011, in the second floor courtroom of City Hall, 300 Pollock Street.

Members Present:

Peter Adolph, Chairman	Richard Parsons
Peggy Broadway	Bradley Cummins
Rich Frye, Vice-chair	Tim Thompson

Members Excused (E)/Absent(A): Johnny Harrison (E); Jack Morton, Jr. (E); Karen Britton (A)

Staff Present: Michael Avery, AICP, Planning and Inspections Director
Leigh Anne Friesen, AICP, Volunteer

The meeting was opened and roll call was taken. A quorum was present. A motion to waive the reading of the minutes was made by Commissioner Parsons and seconded by Commissioner Frye. Motion passed. A motion to approve the minutes as submitted was made by Commissioner Parsons, and seconded by Commissioner Frye. The motion passed. Witnesses were sworn in.

Witnesses Sworn: Bradley Cummins

New Business

1. Consider application for a Certificate of Appropriateness for 408 Metcalf Street for landscaping.

Staff Comments: Staff Mike Avery gave a brief description of the project.

Applicant Comments: Bradley Cummins, owner, described the project, to include fence and gate construction as well as the placement of pavers.

Public Comments: NONE

Discussion by the Commission: Commissioner Cummins was recused. The Commissioners discussed issues such as the width and foundation on which the pavers will be laid, and the layout of the gate design.

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: "Landscaping", page 79,

guidelines#6 and 7; “Fences and Garden Walls”, p 83, guideline#2. Commissioner Frye seconded the motion. Upon a call for a vote, all Commissioners voted in favor of the motion. Motion passed.

Statement(s) of Reason: (1) The project is consistent with the guidelines and the previously approved project; (2) Placement of pavers is consistent with other existing properties.

Condition(s): NONE

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

There being no further business the meeting was adjourned.

Peter Adolph, Chairman

Michael Avery, AICP
Planning and Inspections Director