

HISTORIC DISTRICT COMMISSION
Wednesday, October 10, 2012

The Historic District Commission held a called meeting on Wednesday October 10, 2012 at 5:00 p.m. in the Council Chambers of the Graham Municipal Building. Commission Members present were Larry Brooks, Cary Worthy, Jimmy Linens, Brenda Sykes, Lauren Nance and Steven West. Eric Crissman and Hayes Teague were absent. Staff members present were Melissa Guilbeau, Planner, and Martha Johnson, Zoning/Inspections Technician.

Larry Brooks called the meeting to order.

A motion was made to approve the minutes from the May 23, 2012 meeting by Steven West and seconded by Cary Worthy. The motion carried unanimously.

Discuss applicants for the Historic District Commission vacancy.

The two applicants, Grace Baldwin and Denise Baker were both present and introduced themselves to the Commission.

Mr. Brooks thanked them for attending and welcomed them to stay for the meeting. He said the Commission would let them know which applicant they chose.

The next item on the agenda was the Certificate of Appropriateness request by Little Diversified Architectural Consulting for an ATM at Bank of America. Kiffin Lashua from Little Diversified spoke on behalf of the project. She stated they are proposing a second ATM machine at Bank of America and it would be necessary to add some concrete to curb to house the ATM machine.

Steven West asked if the bollards would be the round balls. Kiffin Lashua replied they would match the ones that are there currently. The gray with the red bands around the top is the standard ones used at ATM machines. Cary Worthy asked which bay would have the new ATM machine and Kiffin said the lane next to the current ATM machine.

Steven West asked if there would be any addition lighting. Ms. Lashua said the bank has state code regulations concerning lighting at ATM machines and if more lighting was needed it would be added. Mr. West also stated he would like them to use the existing white bollards that are there in that lane if it was feasible.

Steven West made a motion for approval, second by Cary Worthy. The motion carried unanimously.

Larry Brooks said the Commission had received a letter of resignation from Enos McDonald and he asked for a motion. Cary Worthy made a motion to accept, second by Brenda Sykes. The motion carried unanimously. Steven West made a motion to recommend Denise Baker to the Historic Commission, second by Brenda Sykes. The recommendation carried unanimously.

Cary Worthy asked Melissa Guilbeau if she could work on the guidelines booklet for the entire historic district and make it a priority and she agreed she would do that.

Melissa Guilbeau said she had updated the application form for the Certificate of Appropriateness. She handed out copies to all the Commission members.

Steven West suggested that the façade grant applicants should put packets together with proposals and colors to make everything clear and understood. Cary Worthy also said the Commission should be notified when the work is finished.

With no further business the meeting was adjourned.

Respectively Submitted,
Martha Johnson