

## HISTORIC DISTRICT COMMISSION

### Wednesday, September 11, 2013

The Historic District Commission held a called meeting on Wednesday September 11, 2013 at 5:30 p.m. in the Council Chambers of the Graham Municipal Building. Commission Members present were Cary Worthy, Jimmy Linens, Brenda Sykes, Lauren Nance, and Larry Brooks. Denise Baker and Stephen West were absent. Staff members present were Melissa Guilbeau, City Planner, Martha Johnson, Zoning/Inspections Technician and Kaitland Finkle, Planning Intern.

Larry Brooks called the meeting to order and explained the function of the Commission.

1. A motion was made to approve the minutes from the May 29, 2013 meeting by Cary Worthy and seconded by Brenda Sykes. The motion carried unanimously.

2. The following applications for the Graham Façade Grant Program were discussed:

- a. Jason Cox from Carolina Property Holdings, LLC, spoke first concerning the property located at 200 N. Main Street. They wish to install 12 bahama shutters along the third floor windows to match prior renovations. The approval of this project will constitute approval of a Certificate of Appropriateness. Their least expense estimate was \$9820.00. Mr. Cox stated the third floor was the only floor getting the shutters, and the windows were not being replaced. Mr. Cox said the shutters would be affixed, staying open at an angle which would cover approximately the top 1/3 of the window with a shading effect. Cary Worthy said the shutters were not in the City of Graham's guidelines, and asked if approved would they be put in the guidelines. Melissa Guilbeau said they would not be automatically added to the guidelines. Bahama shutters will be reviewed on a case by case basis. She stated that is why the Certificate of Appropriateness was necessary. Larry Brooks was concerned from a fire issue if the fire department needed to get in through the window if they would be able to. Mr. Cox said that was why they are projected away from the window at an angle and that he had looked into Fire Safety Standards. Cary Worthy asked if the shutters would be flat paint or if they would be shiny. Mr. Cox said they would have a matte finish and would be black or dark bronze matching the previous renovations.

Mr. Brooks thanked Mr. Cox for coming to the meeting and told him Melissa Guilbeau would notify him of the Commission's decision on the amount awarded to him for the work being done.

- b. The second request was from Tony Wood for the property located at 127 W. Harden Street for scraping and painting the upper half of the front façade and all of the left (western) side of the building. His least expense estimate was \$600.00. No one was there to represent Mr. Wood. Cary Worthy was concerned with only the upper half of the front façade being painted and not the bottom half because of the possibility that the paint may not match. Larry Brooks asked Melissa Guilbeau to ask the owner if he would consider painting the entire front instead of only half. She agreed and said she would follow up. Mr. Brooks also asked her if we needed to extend the closing date from August 31<sup>st</sup> to October 31<sup>st</sup>. Melissa instead suggested that the Commission open the Façade Grant Program for one more round of additional applications.

Mr. Brooks asked for a motion from the Commission to award Mr. Cox of Carolina Properties the maximum amount of \$4910.00. Brenda Sykes made a motion for approval, second by Cary Worthy. The motion carried unanimously. Mr. Brooks asked for a motion from the Commission to award to Mr. Wood the maximum amount of \$300.00. Cary Worthy made a motion for approval with the condition that the owner be asked to paint the whole front façade and more money can be added for him in the second round of applications, second by Brenda Sykes. The motion carried unanimously.

3. Recommendation to fill two vacant positions on the Commission. Mr. Brooks asked the two ladies present if they would like to speak. The first one to speak was Grace Baldwin of 304 Oakgrove Drive. She said she was born in Alamance County and always lived there. She said she served on various committees and would like to thank the Commission for allowing her to attend the meeting today for consideration. Next Helen Sharpe of 522 N. Main Street spoke. She said she had lived in Graham since 1968 and works at Alamance Regional Hospital. She said she would like to become a member of the Historic District Commission. Larry Brooks thanked them for attending the meeting. He said there were two other applicants but they didn't make it to the meeting. Brenda Sykes asked if we should leave the vacancy open until the next meeting to allow those that were absent to attend since there could be a lot of reasons why they couldn't make it. She added, as an alternative, we could just consider those that did attend today's meeting. Cary Worthy made a motion to recommend the two attending the meeting to fill the vacancy, second by Brenda Sykes. The motion carried unanimously.

Melissa Gulibeau said she was ok with opening another round for more applicants since there was money left. Cary Worthy made a motion to open for more applicants, second by Lauren Nance. The motion carried unanimously.

Kaitland Finkle the City of Graham Planning Intern stated she has been working on the Historic District Handbook and asked the Commission if they would look at the work she has done and make any comments or recommendations for any changes.

Jimmy Linens invited both of the recommended applicants to attend the City Council meeting October 1<sup>st</sup>.

With no further business the meeting was adjourned.

Respectfully Submitted,  
Martha Johnson