



# Historic Resources Commission

## Meeting Agenda

February 14, 2017 at 6:00pm  
Council Chambers, 201 S Main St

1. Pledge of Allegiance and opening invocation.
2. Approve minutes of the January 10, 2017 meeting.
3. COA1701 OMS Building- Removal of metal siding, installation of windows by Carolina Property Holdings
4. COA1702 Brantley Building- Raising the roof, installing an awning, creation of a patio by Court Square Development Group
5. COA1703 Gates and Burke Elevator- Installation of an elevator providing rear access to both buildings by Court Square Development Group
6. COA1704 Nicks Balcony- Reconstruction of previously existing balcony on North wall of Nick's building by Court Square Development Group

*A complete agenda packet is available at [www.cityofgraham.com](http://www.cityofgraham.com)*

## HISTORIC RESOURCES COMMISSION

Tuesday, January 10, 2017

The Historic Resources Commission held a scheduled meeting on Tuesday, January 10, 2017 at 6:00 p.m. in the Council Chambers of the Graham Municipal Building. Commission Members present were Larry Brooks, Helen Sharpe, Grace Baldwin, Denise Baker and Guy Sinclair. Brenda Sykes and Cary Worthy were absent. Staff members present were Nathan Page, Planning Director, and Frank Glover, Planning Intern.

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

1. Pledge of Allegiance and opening invocation by Larry Brooks.
2. Approve minutes of the November 8, 2016 meeting. Denise Baker made a motion to approve and Helen Sharpe seconded. All voted aye.
3. Discussion of penalties for Court Square District. Guy Sinclair motioned to remove penalties from the historic resources handbook. With no second the motion died.
4. Grace Baldwin requested that all members of the commission conduct themselves respectfully when engaging in commission business.
5. Denise Baker made a motioned to adjourn. Helen Sharpe seconded.

With no further business the meeting was adjourned.

Respectfully submitted,  
Frank Glover



# Application for a CERTIFICATE OF APPROPRIATENESS

P.O. Drawer 357  
201 South Main Street  
Graham, NC 27253  
(336) 570-6705  
Fax (336) 570-6703  
www.cityofgraham.com

The Historic Resources Commission (HRC) processes applications for Certificates of Appropriateness for (1) any changes in the external appearance of existing structures; (2) design of new structures; and (3) demolition of existing structures, within locally designated historic districts or landmarks. Regulations for Certificates of Appropriateness can be found in Article IV, Division 10, Historic Resources, of the *Development Ordinance*.

## Property

Street Address: 106-110 N Main St  
Property Owner: Raleigh Daves

## Project

General description of each modification or improvement:

- 1) Re-installation of prior existing windows along northern facade.
- 2) Installation of (6) new windows along southern facade at second story.
- 3) Installation of additional doorway at southern facade at first floor.

If a site plan is required, has it been submitted?  Yes  No

Is there any approval pending by any other regulatory or administrative authority which may have a bearing on the proposed project?  Yes  No If yes, please specify:


**EXHIBITS:** This application **must be accompanied** by sketches, drawings, photographs, specifications, descriptions, etc. of the proposed project, which must be sufficiently detailed for the Commission to evaluate the proposal. **See the back of this application for a checklist of required exhibits.** There are 5 for signs, 6 for minor alterations, and 10 for new construction, additions or major alterations.

## Applicant

Name: Carolina Property Holdings of NC, LLC  
 Property Owner  Lessee Other Purchaser  
Mailing Address: 200 N Main St  
City, State, Zip: Graham, NC 27253  
Phone # (336) 263-1180  
Email: jason@aedosgrp.com

I, the applicant, hereby make application for a Certificate of Appropriateness for a  Sign  Minor Alteration  New Construction, Addition or Major Alteration

I, the applicant, understand that this application cannot be processed unless and until it is complete, including all required exhibits, and it has been submitted at least 10 calendar days before the Commission meeting.

 1/27/17  
Signature of Applicant Date

Signature of Owner, when applicable Date

## Representation at HRC Meeting

Who will represent the applicant at the HRC meeting? *Should have the authority to commit the applicant to make changes that may be suggested or required by the Commission.*

Name: Jason Cox  
Relationship to Applicant: Member/Manager  
Phone # (336) 263-1180  
Email: jason@aedosgrp.com

FOR OFFICE USE ONLY	
Received by:	Remarks:
Received date:	
Tax Map #	
HRC date:	

Existing Views



## Vicinity Map

*Subject highlighted w/ orange dot*

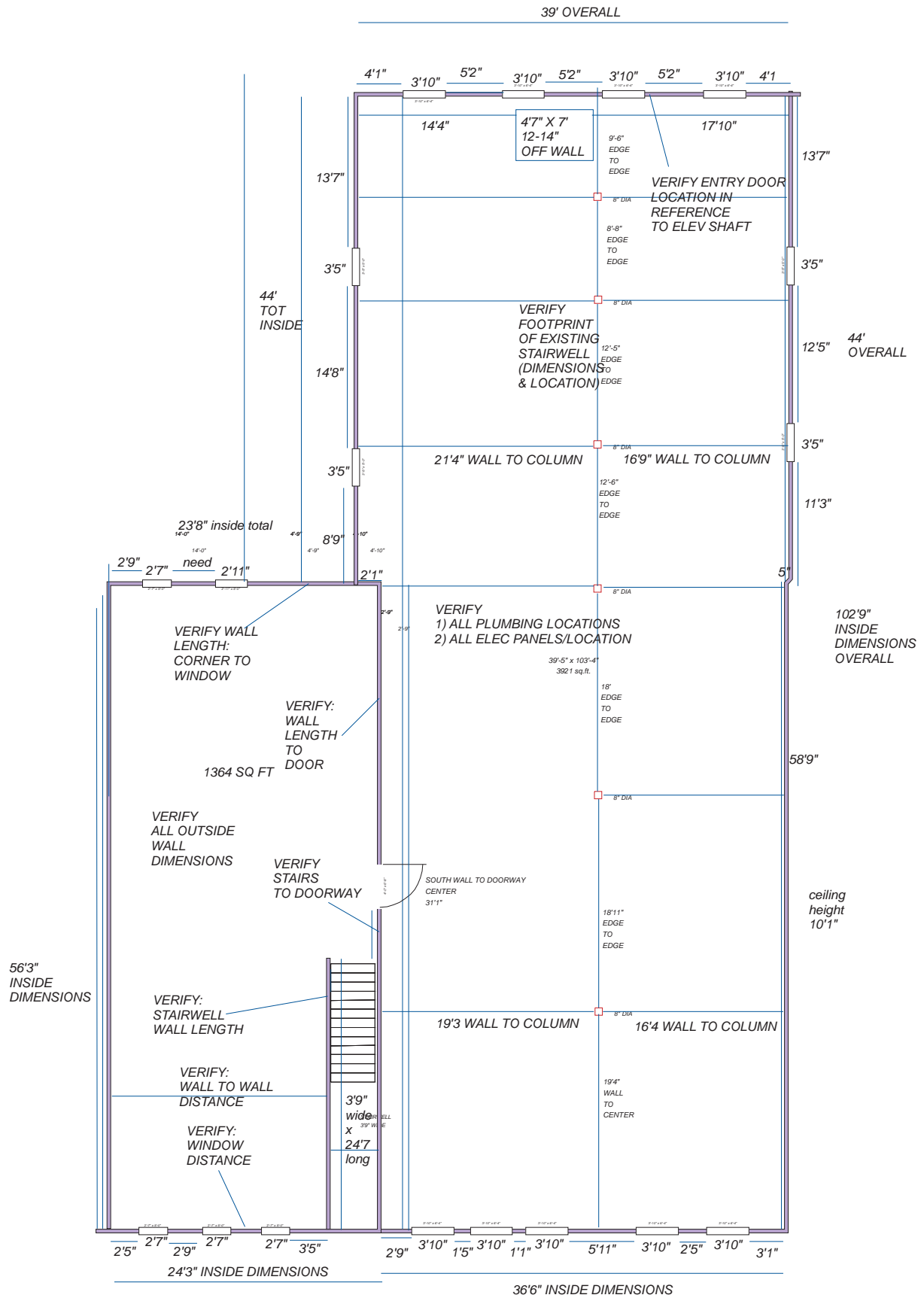


## Proposed New Windows

Proposed windows to be installed would be to match original windows on north façade of building. Approx. dimensions of 3'5" wide, 6' high. 2 windows would be installed between each pair of columns.

## Proposed New Entry Door

Proposed new doorway to outside would be installed on southern façade, with location as appropriate for final floorplan of tenant space.



UPSTAIRS FLOORPLAN

CURRENT TOTAL SQ FTG - 5315





# Application for a CERTIFICATE OF APPROPRIATENESS

P.O. Drawer 357  
201 South Main Street  
Graham, NC 27253  
(336) 570-6705  
Fax (336) 570-6703  
www.cityofgraham.com

The Historic Resources Commission (HRC) processes applications for Certificates of Appropriateness for (1) any changes in the external appearance of existing structures; (2) design of new structures; and (3) demolition of existing structures, within locally designated historic districts or landmarks. Regulations for Certificates of Appropriateness can be found in Article IV, Division 10, Historic Resources, of the *Development Ordinance*.

### Property

Street Address: 21 S.E. Courtsquare  
Property Owner: Courtsquare Development Group, L.L.C.

### Project

General description of each modification or improvement:

Raise roof to 20x20 area.  
Construct new 20x20 area.  
Install patio to remaining parking area.  
Install roof along north side over patio area.  
Install 6' wrought around patio with 2 gates.  
Landscape along existing sidewalk (flowering plants and 1 chinese elm tree.)

If a site plan is required, has it been submitted?  Yes  No

Is there any approval pending by any other regulatory or administrative authority which may have a bearing on the proposed project?  Yes  No If yes, please specify:

**EXHIBITS:** This application must be accompanied by sketches, drawings, photographs, specifications, descriptions, etc. of the proposed project, which must be sufficiently detailed for the Commission to evaluate the proposal. See the back of this application for a checklist of required exhibits. There are 5 for signs, 6 for minor alterations, and 10 for new construction, additions or major alterations.

### Applicant

Name: Chuck Talley "Courtsquare Development Group LLC"  
 Property Owner  Lessee Other \_\_\_\_\_  
Mailing Address: P.O. Box 872  
City, State, Zip: Graham, N.C. 27253  
Phone #: 336-229-4225  
Email: chucktalley21@hotmail.com

I, the applicant, hereby make application for a Certificate of Appropriateness for a  Sign  Minor Alteration  New Construction, Addition or Major Alteration

I, the applicant, understand that this application cannot be processed unless and until it is complete, including all required exhibits, and it has been submitted at least 10 calendar days before the Commission meeting.

Chuck Talley 1-30-2017  
Signature of Applicant Date

Chuck Talley 1/30/2017  
Signature of Owner, when applicable Date

### Representation at HRC Meeting

Who will represent the applicant at the HRC meeting? Should have the authority to commit the applicant to make changes that may be suggested or required by the Commission.

Name: \_\_\_\_\_  
Relationship to Applicant: \_\_\_\_\_  
Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_

FOR OFFICE USE ONLY	
Received by:	Remarks:
Received date:	
Tax Map #	
HRC date:	

Previous: Beauty's Auto Sales  
Future: Restaurant with outside seating.





E. P. Gates Construction & Realty, LLC  
20 NE Court Square  
Graham, NC 27253  
336-229-4225  
gatesbookkeeper@triad.rr.com

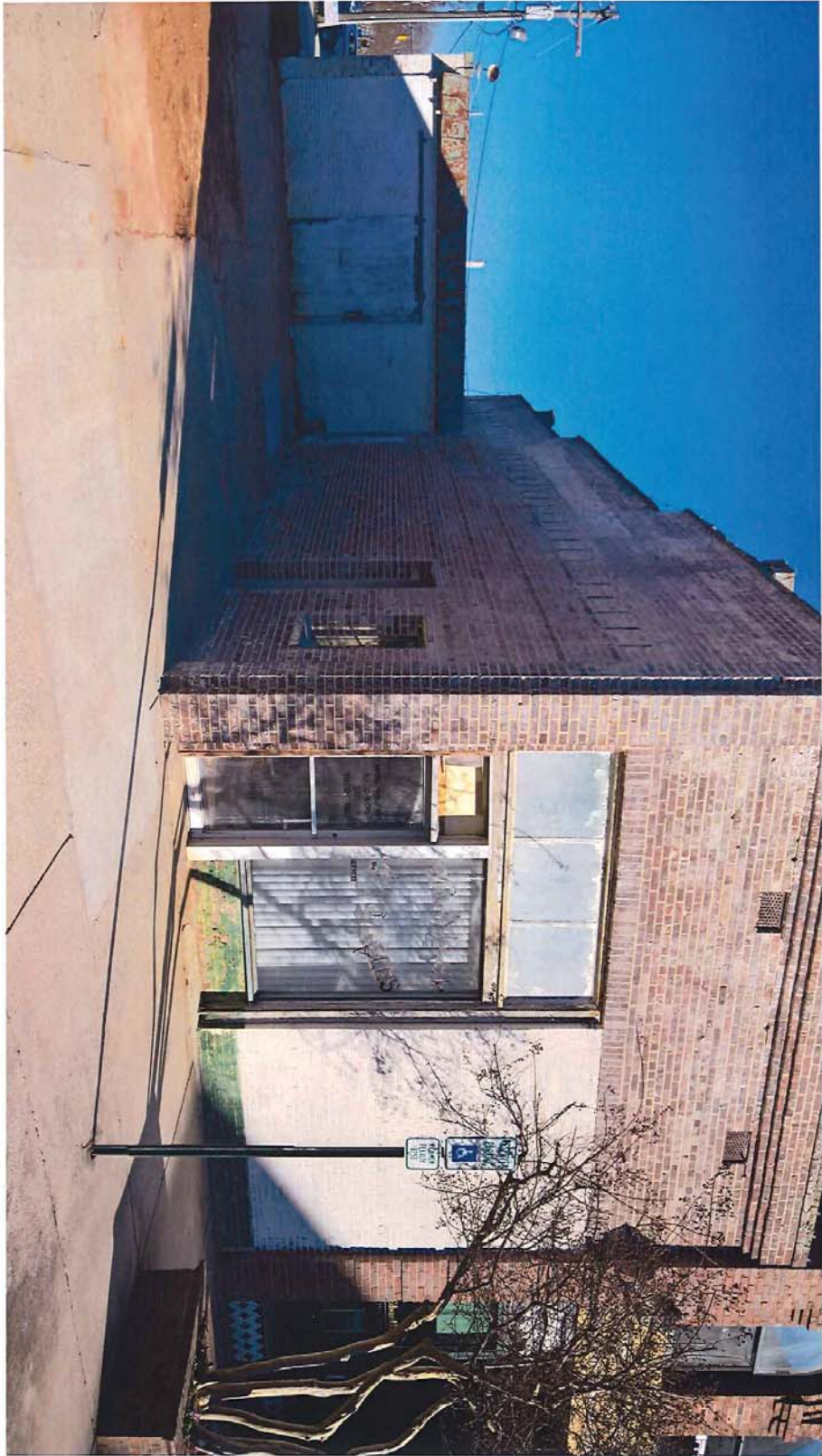
## Estimate

Date	Estimate #
1/30/2017	328

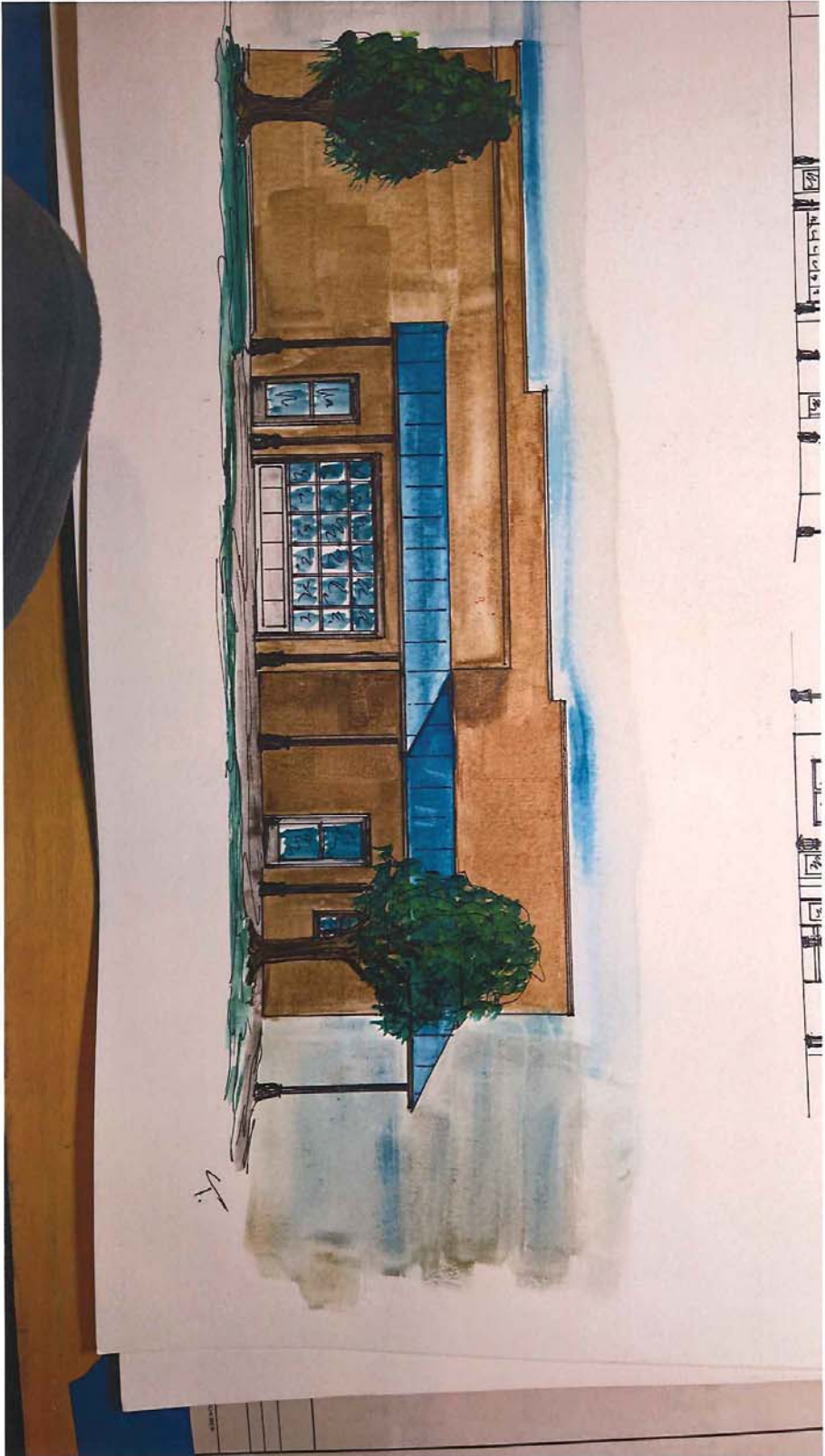
COURT SQUARE DEVELOPMENT GROUP  
PO BOX 872  
GRAHAM, NC 27253

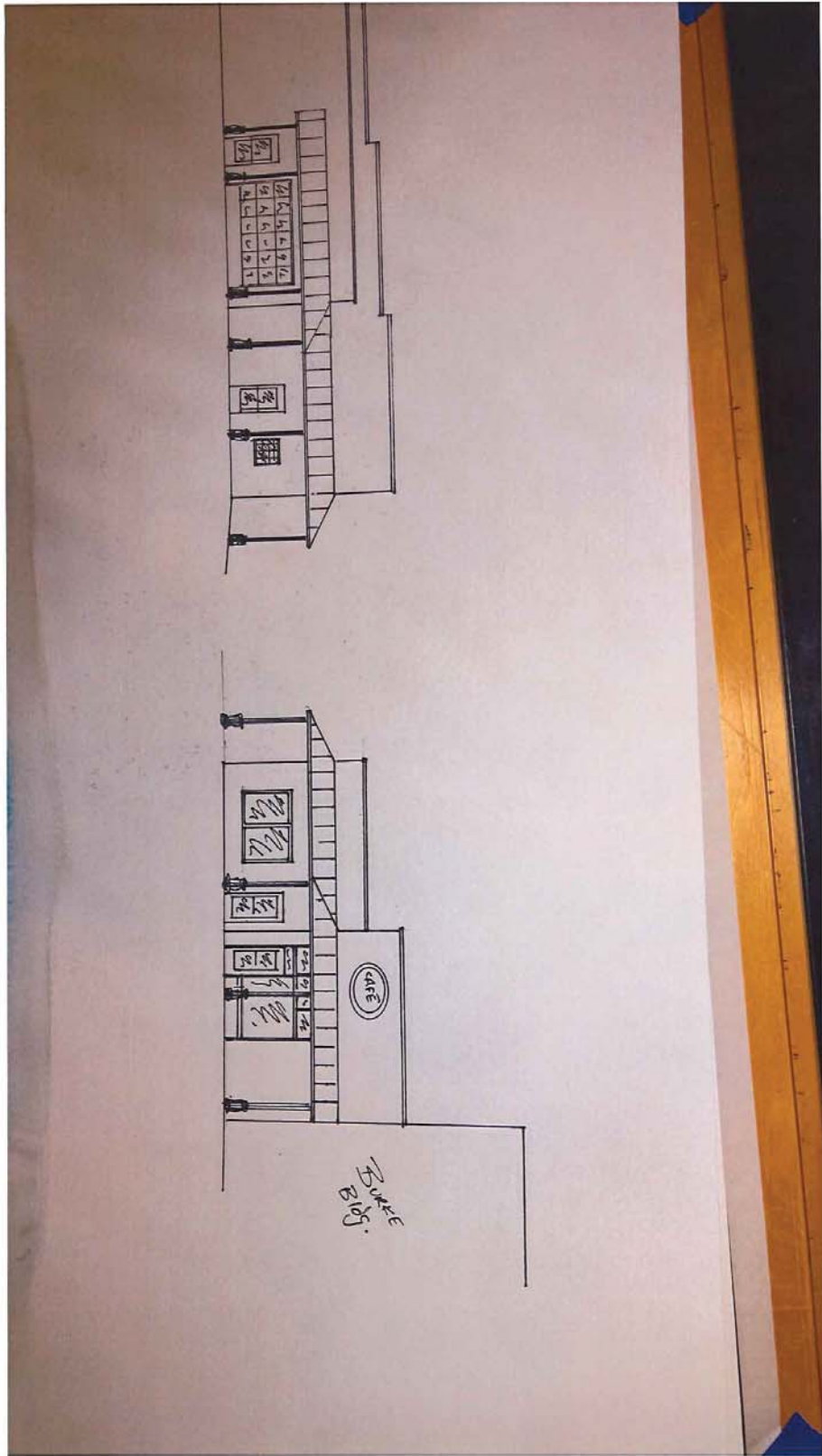
Description	Qty	Rate	Total
21 SE COURT SQUARE			
PROPOSED WORK: Removal of existing concrete parking area. All debris to truck to a State approved site.			
CONSTRUCTION: Construct a new (A) 20 x 20 addition (per plans) and raise roof to existing (B) 20 x 20 area			
ADDITION (A)			
1) Construction of masonry to match existing façade. 400 s.f. @ \$80 per foot	1	32,000.00	32,000.00
2) Construct a shed roof along patio area (north side of building stretching along to front of building facing Court Square) 576 s.f. @ \$40 per foot	1	23,040.00	23,040.00
all work to be wrought iron with metal roofing.			
3) Patio: - Install patio of concrete and masonry along north side.	1	7,800.00	7,800.00
4) Fencing: Enclose patio with 6' wrought Iron fencing. Fencing will follow sidewalk from new addition to existing build at store front area. \$120 per foot x 85 ft	1	10,200.00	10,200.00
SECTION (B)			
Raise roof wall to match existing masonry. Install new roof. 400 s.f. @ \$30 per foot	1	12,000.00	12,000.00
<b>Total</b>			\$85,040.00

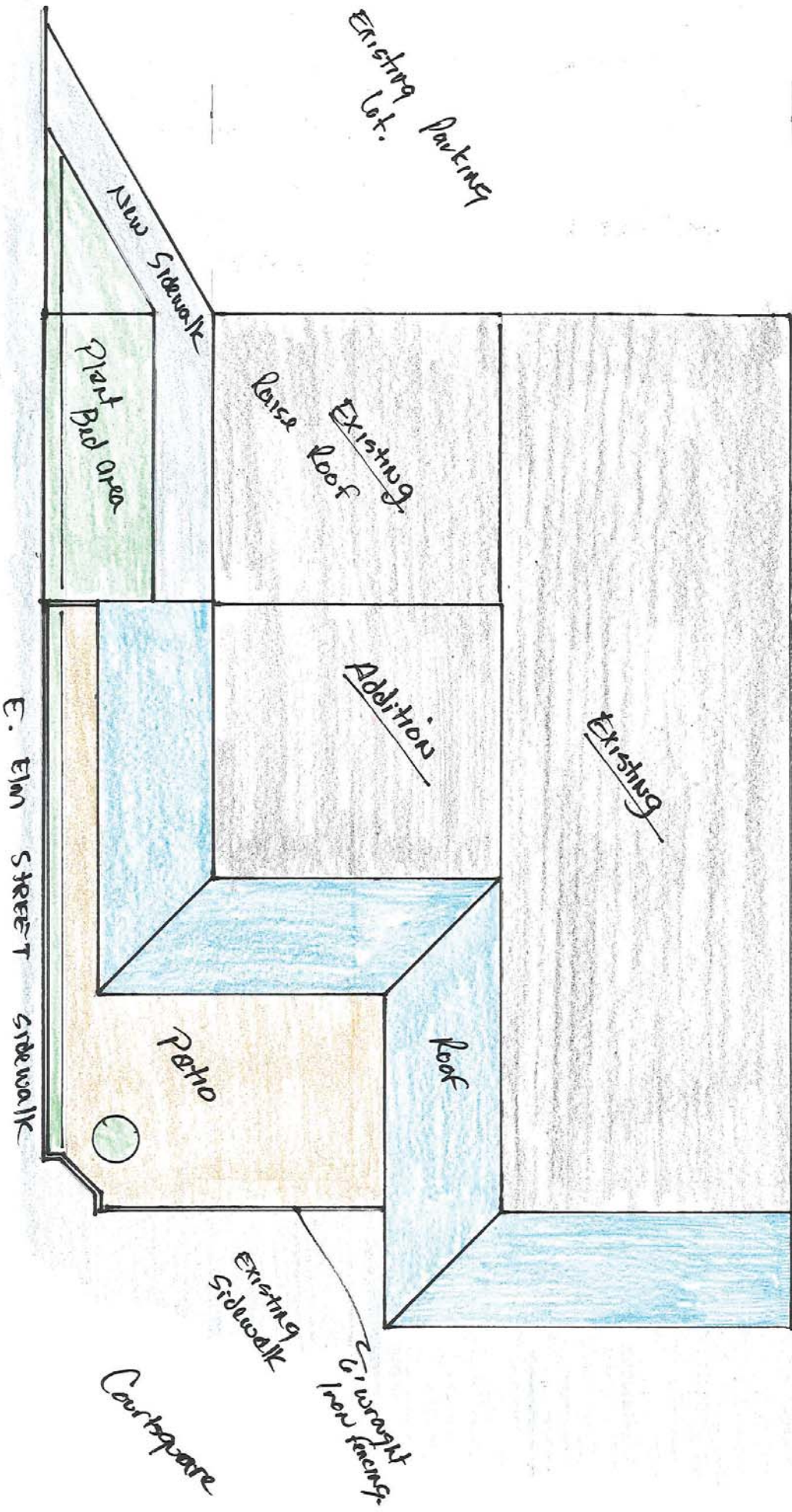












Existing Lot.

New Staircase

Plant Bed Area

Raise Existing Roof

Addition

Existing

E. Elm Street Sidewalk

Patio

Roof

Existing Sidewalk

C/Wrought Iron Fencing

Courthouse



# Application for a CERTIFICATE OF APPROPRIATENESS

P.O. Drawer 357  
201 South Main Street  
Graham, NC 27253  
(336) 570-6705  
Fax (336) 570-6703  
www.cityofgraham.com

The Historic Resources Commission (HRC) processes applications for Certificates of Appropriateness for (1) any changes in the external appearance of existing structures; (2) design of new structures; and (3) demolition of existing structures, within locally designated historic districts or landmarks. Regulations for Certificates of Appropriateness can be found in Article IV, Division 10, Historic Resources, of the *Development Ordinance*.

## Property

Street Address: 7-19 Courtsquare (S.E.)  
Property Owner: Courtsquare Development Group L.L.C.

## Project

General description of each modification or improvement:

Construct a 2 story Elevator with 2<sup>nd</sup> floor patio terrace.  
Construct of masonry, concrete, wrought iron with metal roofing.

## Applicant

Name: Courtsquare Development Group L.L.C.  
 Property Owner  Lessee Other \_\_\_\_\_  
Mailing Address: P.O. Box 872  
City, State, Zip: Graham NC 27253  
Phone # 336.229.4225  
Email: Chucktelley21@hotmail.com

I, the applicant, hereby make application for a Certificate of Appropriateness for a  Sign  Minor Alteration  
 New Construction, Addition or Major Alteration

I, the applicant, understand that this application cannot be processed unless and until it is complete, including all required exhibits, and it has been submitted at least 10 calendar days before the Commission meeting.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Owner, when applicable \_\_\_\_\_ Date 1-30-2017

## Representation at HRC Meeting

Who will represent the applicant at the HRC meeting?  
*Should have the authority to commit the applicant to make changes that may be suggested or required by the Commission.*

Name: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Phone # \_\_\_\_\_

Email: \_\_\_\_\_

If a site plan is required, has it been submitted?  Yes  No

Is there any approval pending by any other regulatory or administrative authority which may have a bearing on the proposed project?  Yes  No If yes, please specify: \_\_\_\_\_

**EXHIBITS:** This application **must be accompanied** by sketches, drawings, photographs, specifications, descriptions, etc. of the proposed project, which must be sufficiently detailed for the Commission to evaluate the proposal. **See the back of this application for a checklist of required exhibits.** There are 5 for signs, 6 for minor alterations, and 10 for new construction, additions or major alterations.

FOR OFFICE USE ONLY	
Received by:	Remarks:
Received date:	
Tax Map #	
HRC date:	



# Castlewood Builders

524 Cheeks Lane,  
Graham, NC 27253  
(336) 570-1990

Date: 01/27/2017  
Estimate #36159  
Expiration Date: 07/27/2017

Salesperson	Job	Payment Terms	Due Date
	Install elevator and steel balcony at rear of Burke Building and connect to Gates Building	Due on receipt	

Qty	Description	Unit Price	Line Total
1	Install elevator and steel balcony at rear of Burke Building and connect to Gates Building. All work to be inspected by Graham Inspections and meet ADA requirements	\$ 169,000	\$ 169,000

Subtotal \$ 169,000.00  
Sales Tax \$11,407.50  
Total \$ 180,407.50

Quotation prepared by: J. B. L. PRES

This is a quotation on the goods named, subject to the conditions noted below: (Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.)

To accept this quotation, sign here and return: \_\_\_\_\_

Thank you for your business!

Castlewood Builders 524 Cheeks Lane, Graham, NC 27253 Phone 336-570-1990



E. P. Gates Construction & Realty, LLC  
 20 NE Court Square  
 Graham, NC 27253  
 336-229-4225  
 gatesbookkeeper@triad.rr.com

# Estimate

Date	Estimate #
8/22/2016	310

Court Square Dev, Group, LLC  
 13 SE Court Square  
 Graham, NC 27253

Description	Qty	Rate	Total
ELEVATOR INSTALLATION BETWEEN 13 SE CT SQ BUILDING AND 17 SE CT SQ BUILDING			
PERMITS, ENGINEER FEES	1	6,890.00	6,890.00
ELEVATOR DEMOLITION: Removal of curb and guttering, brick pavers and asphalt. All debris to be taken to state approved landfill. Labor, Equipment, trucking and landfill fees	1	3,200.00	3,200.00
GRADING/FOOTING: Excavation of Elevator pit and grade for patio and sidewalks, backfill, dig footing for 2nd floor terrace walkway and patio. Labor, equipment	1	2,863.00	2,863.00
CONCRETE: Pour footing for terrace and floor for elevator pit. Pour concrete walkway and terrace on 2nd floor area, (concrete needed) Materials, labor and equipment.	1	3,750.00	3,750.00
MASONRY: Brick/Block elevator shaft with mechanical room (on 1st floor) Elevator shaft 9"x 7' x 29'(H) Mechanical room 7'x6'	1	12,475.00	12,475.00
PATIO: Install brick pavers around elevator and walkway areas on entry level (ground). Mason, labor, materials			
ELEVATOR: Installation of a 2,500 lb capacity Dual cylinder elevator (Rise of 12'7") Stainless doors and trim. (Canton Elevator)	1	67,763.00	67,763.00
ELECTRICAL: Install 200 Amp service, 2 Sub panels to accommodate elevator, wire for sump pump (GFCI for split system, lighting for walkway and terrace (2nd level) throughout. Install all lighting fixtures, etc Electrician, labor and materials	1	6,545.00	6,545.00
STEEL FAB: Install steel for terrace, up rights, I-beam floor structure, Decking, Angle Iron perimeters, fasten to masonry, post for roof system, rafters, 1"x2" tubing per ins, wrought iron railing and fencing. Welder, steel fabricator, labor, equipment	1	28,500.00	28,500.00
Install 6' tall fencing around perimeter of patio on ground level and a 5' wrought iron gate. Install a 5' sliding gate at entrance from Court Square	1	5,800.00	5,800.00
		<b>Total</b>	



E. P. Gates Construction & Realty, LLC

20 NE Court Square

Graham, NC 27253

336-229-4225

gatesbookkeeper@triad.rr.com

# Estimate

Date	Estimate #
8/22/2016	310

Court Square Dev, Group, LLC  
 13 SE Court Square  
 Graham, NC 27253

Description	Qty	Rate	Total
ROOFING: Install metal roofing over 2nd floor terrace. Seal along wall and around elevator. Journeyman, labor, equipment & materials	1	6,800.00	6,800.00
PAINTING: Prime and paint all wrought iron Journeyman, labor, materials and equipment	1	3,765.00	3,765.00
STREET SCAPE: Install pavers, shrubbery and bedding plants. Plant Chinese White Blossom Cherry Tree. Journeyman, labor, plants, materials etc	1	2,200.00	2,200.00
BURKE BUILDING - Install door with panic bar. New door to open outward to meet emergency egress	1	2,300.00	2,300.00
GATES BUILDING - Install new 36" door through masonry wall. Point up brick, install steel lintels and 36" full view glass door with panic bar. Install casing and repair sheetrock on interior wall and paint walls	1	3,800.00	3,800.00
		<b>Total</b>	\$156,651.00











# Application for a CERTIFICATE OF APPROPRIATENESS

P.O. Drawer 357  
201 South Main Street  
Graham, NC 27253  
(336) 570-6705  
Fax (336) 570-6703  
www.cityofgraham.com

The Historic Resources Commission (HRC) processes applications for Certificates of Appropriateness for (1) any changes in the external appearance of existing structures; (2) design of new structures; and (3) demolition of existing structures, within locally designated historic districts or landmarks. Regulations for Certificates of Appropriateness can be found in Article IV, Division 10, Historic Resources, of the *Development Ordinance*.

## Property

Street Address: 1 N.E. Courtsquare  
Property Owner: Courtsquare Development Group L.L.C.

## Project

General description of each modification or improvement:

Install balcony to North side at 2nd floor level.  
To match existing pictures.

## Applicant

Name: Chuck Telley Courtsquare Development Group LLC  
 Property Owner  Lessee Other \_\_\_\_\_  
Mailing Address: P.O. Box 872  
City, State, Zip: Graham NC 27253  
Phone #: 336-729-4225  
Email: chucktelley21@hotmail.com

I, the applicant, hereby make application for a Certificate of Appropriateness for a  Sign  Minor Alteration  New Construction, Addition or Major Alteration

I, the applicant, understand that this application cannot be processed unless and until it is complete, including all required exhibits, and it has been submitted at least 10 calendar days before the Commission meeting.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_  
Signature of Owner, when applicable \_\_\_\_\_ Date 1.30.2017

## Representation at HRC Meeting

Who will represent the applicant at the HRC meeting?  
*Should have the authority to commit the applicant to make changes that may be suggested or required by the Commission.*

Name: \_\_\_\_\_  
Relationship to Applicant: \_\_\_\_\_  
Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_

If a site plan is required, has it been submitted?  Yes  No  
Is there any approval pending by any other regulatory or administrative authority which may have a bearing on the proposed project?  Yes  No If yes, please specify: \_\_\_\_\_

**EXHIBITS:** This application **must be accompanied** by sketches, drawings, photographs, specifications, descriptions, etc. of the proposed project, which must be sufficiently detailed for the Commission to evaluate the proposal. **See the back of this application for a checklist of required exhibits.** There are 5 for signs, 6 for minor alterations, and 10 for new construction, additions or major alterations.

FOR OFFICE USE ONLY	
Received by:	Remarks:
Received date:	
Tax Map #	
HRC date:	





E. P. Gates Construction & Realty, LLC

20 NE Court Square

Graham, NC 27253

336-229-4225

gatesbookkeeper@triad.rr.com

# Estimate

Date	Estimate #
1/24/2017	329

COURT SQUARE DEVELOPMENT GROUP  
PO BOX 872  
GRAHAM, NC 27253

Description	Qty	Rate	Total
ERECT WROUGHT IRON BALCONY ON NICK'S BUILDING PERMITS, ENGINEER FEES - ENCROACHMENT - SURVEYING BALCONY	1	3,500.00	3,500.00
WROUGHT IRON BALCONY - Construct wrought iron balcony to match as closely as possible the historical pictures but also comply with current code. 10 x 40 feet approximately.	400	80.00	32,000.00
<b>Total</b>			<b>\$35,500.00</b>

Please remit payment to  
E. P. Gates Construction & Realty PO Box 872  
Graham, NC 27253

