



# **Historic Resources Commission**

## **Meeting Agenda**

April 12, 2016 at 6:00pm  
Council Chambers, 201 S Main St

1. Approve minutes of the January 12, 2016 meeting.
2. COA1505- Finance Auto Signs: An application by Victor Ibarra for new signage at 101 E. Harden Street.
3. Continued discussion regarding North Main Street Historic District.

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

## HISTORIC RESOURCES COMMISSION

Tuesday, January 12, 2016

The Historic Resources Commission held a called meeting on Tuesday, January 12, 2016 at 6:00 p.m. in the Council Chambers of the Graham Municipal Building. Commission Members present were Helen Sharpe, Grace Baldwin, Lauren Nance, Brenda Sykes, Cary Worthy and Larry Brooks. Member absent was Denise Baker. Staff members present were Nathan Page, City Planner and Martha Johnson, Zoning/Inspections Technician.

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

1. Approve minutes of the December 8 and December 16, 2015 meetings. Cary Worthy made a motion to approve and Helen Sharpe seconded. All voted aye.
2. COA1505- Finance Auto Signs: An application by Victor Ibarra for new signage at 101 E. Harden Street. Mr. Page stated that the applicant does not want the product that is in the agenda packet, it was changed today to a 4 x 10 not lit sign. Mr. Page stated the applicant wasn't present at the meeting. Ms. Sharpe made a motion to delay this item until the next meeting, Grace Baldwin seconded. All aye.
3. Continued discussion regarding North Main Street Historic District. Mr. Page discussed the N Main St Historic District potential guidelines. Mr. Page made a change to the third bullet adding porch must cover "at least 50% of the width of the front facade" etc. It should read as follows:
  - Adhere to neighborhood for
    - Build to line
    - Massing
    - Garage and parking to side/ rear
  - Trees (greater than 6" in diameter, 6 feet from the base) within the view shed (within 30' of the front of lot) need to be replanted if removed
  - Porch must cover at least 50% of the width of the front façade for new construction, or in the case of demolition of front façade of structure, the porch must be at least as large as was previously existing.
  - Façade(s) visible from a street must be clad with brick or stone masonry, wood, stucco or similar appropriate material. The use of textured vinyl siding can be used but shall not exceed 25% of the visible side(s) of the building.

Lauren Nance suggested the guidelines should define porches to make it clearer. After much discussion Mr. Brooks said the Commission would continue the discussion of the North Main Street Historic District guidelines at the next HRC meeting.

Guy Sinclair spoke next giving all members a copy of his dialog as follows:

Thank you for giving me this time to speak.

My name is Guy Sinclair, my wife and I live at 507 North Main Street which is in the heart of your proposed North Main Street area Local Historic District. We have lived on North Main Street for more than a quarter of a century without benefit of a Local Historic District.

I recently obtained a copy of your 89 page handbook titled "*Historic Resources Handbook*" and my remarks here this evening result from reading thru your 89 page handbook.

Your regularly scheduled meeting held last October 13th included a presentation by Laurie Mitchell. Ms. Mitchell was from the State Historic Preservation Office and I believe the purpose of her presentation was to educate all the folks whose homes and properties would be included in this proposed North Main Street area Local Historic District. I would like to request that you further educate all these same folks concerning mandatory requirements, if and when, their homes are included in this proposed Local Historic District. I believe further education will provide additional clarification and will possibly prevent folks from feeling misled if and when their home is incorporated into your newly proposed Local Historic District.

Specifically:

Please provide a copy of the mandatory two page Certificate of Appropriateness to the 60 or 65 affected home owners and inform them that this certificate must be submitted to your commission in order to obtain your permission to make such changes to their homes as:

Repainting their front steps a different color.

Reroofing their house with a shingle of a different type.

Planting a tree or shrub in their front yard.

Putting new window shutters on their home.

Depending upon the property changes being considered, please inform them they must also submit to you, along with the Certificate of Appropriateness, such information as a colored site plan, color photographs, physical samples of all materials to be used, various data from the manufacturer's catalog, colored drawings drawn to scale, a colored landscaping plan showing the size, the location, the type, the quantity, and the height and width of all trees and shrubs to be planted.

Additionally, please explain to them if they repaint their front steps a different color without first getting your permission or reroof their house with a shingle of a different type without first getting your permission, or plant a tree or shrub in their front yard without first getting your permission they will be charged with a misdemeanor and, if found guilty, they could be jailed or fined or both. Please inform them of the penalties for acting without the permission of your commission.

And lastly, please inform all affected property owners your permission to make changes to their home is required in addition to all current building codes and zoning laws.

I hope and trust you will soon provide this further education to all whose homes and properties would be included in the newly proposed North Main Street area Local Historic District.

Thank you, I will listen intently to your response and I look forward to seeing my suggestions soon made public via the minutes of this meeting.

With no further business the meeting was adjourned.

Respectfully Submitted,  
Martha Johnson



# Application for a SIGN PERMIT

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

Signs are regulated by Article X, Signs, of the City's Development Ordinances. Additional regulations apply for properties located in an overlay district. See Article XI, Highway Corridor Overlay Districts, and the Historic District Design Guidelines for Signage.

### Site

Business/Project Name: Finance Auto Sales LLC

Street Address: 101 E. Harden st.

Property Owner: \_\_\_\_\_

Zone:  O-1  B-1  B-2  B-3  I-1  I-2  
 Residential  Conditional

Overlay District, if applicable:

Historic  S Main St/Hwy 87  E Harden St/Hwy 54

### Applicant

Name: Victor Ibarra

Property Owner  Business Owner  Contractor  
Other \_\_\_\_\_

Mailing Address: 101 E. Harden St.

City, State, Zip: Graham NC, 27253

Phone # (336) 337-9336

Email: financeautosalesllc@gmail.com

I, the applicant, hereby make application to

Erect a New Sign(s)  Replace or Repair Existing Sign(s)  
 Other \_\_\_\_\_

I, the applicant, agree to conform to all applicable laws and ordinances of the City of Graham and the State of North Carolina. I, the applicant, further state that all statements made herein are true.

11/23/15

Signature of Applicant

Date

### Sign(s)

For each sign, indicate the type of sign, size of display surface, estimated cost of construction and if it will be illuminated.

Sign types include: Monument, Freestanding, Projecting, Wall, Marquee/Awning, Outdoor Advertising, or Other.

Type of Sign	Size of Display Surface (sqft)	Est. Cost of Construction	Illum.
1 Car Wash	3x10 ft	\$	<input type="checkbox"/>
2 Finance auto sale	4x10	\$	<input type="checkbox"/>
3		\$	<input type="checkbox"/>
4		\$	<input type="checkbox"/>
5		\$	<input type="checkbox"/>
6		\$	<input type="checkbox"/>
7		\$	<input type="checkbox"/>
8		\$	<input type="checkbox"/>
9		\$	<input type="checkbox"/>

Attach all of the following that apply to the sign(s):

- Plans, with dimensions, showing the location of the sign(s) on the lot in relation to property lines and buildings, zoning district boundaries, right-of-way lines and existing signs.
- Elevations, with dimensions, of the sign(s) and building(s) located on the lot.
- Drawings (to scale) showing the size, complete structural specifications, and methods of anchoring and support.
- A narrative and/or table which describes each sign, including, as applicable, the height, width, length and depth. If in an overlay district, include colors and materials. For outdoor advertising, include state sign permit number.

Sign Contractor Name: \_\_\_\_\_

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

If the sign(s) is illuminated, complete the following:

Electrical Contractor Name: \_\_\_\_\_

Lic. # \_\_\_\_\_ Phone # \_\_\_\_\_

If the sign(s) requires an engineered footing, you may need a building permit. Contact Inspections at (336) 570-6705.

FOR OFFICE USE ONLY	
Approved by:	Remarks:
Approved date:	
MBL#	
GPIN:	
City Limits / ETJ	Flood
Fee \$	DEVID#



# 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: 101 e harden st Graham  
Property Owner: JR Majors

### Project

General description of each modification or improvement:

car wash 3x10 red, Blue, white  
Finance Auto sales 4x10  
red, white and black

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: Victor Ibarra  
 Property Owner  Lessee Other \_\_\_\_\_  
Mailing Address: 101 e harden st  
City, State, Zip: Graham NC 27215  
Phone # 336-337-9336  
Email: VictorIbarra0388@gmail.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.

Victor Ibarra 11/30/15  
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: \_\_\_\_\_

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

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

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

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



**Finance**  
AUTO SALES LLC