



Historic Resources Commission

Meeting Agenda

July 18, 2018 at 6:00pm
Council Chambers, 201 S Main St

1. Pledge of Allegiance and opening invocation
2. Approve minutes of the June 12, 2018 meeting
3. COA 1810 – Downtown Trash Recycle, Burke Robertson
4. COA 1811 – Standards Based Solutions, McCorkle Sign Co.
5. COA 1812 – Tasty Bakery Outdoor Seating, Paul Harden
6. Annual HRC Overview FY18 – To be presented to City Council in August
7. City Council Updates, Melody Wiggins
8. Additional items
9. Adjourn

The next Historic Resources Commission meeting will be held on **August 14, 2018**.

A complete agenda packet is available at www.cityofgraham.com



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: Downtown Graham
Property Owner: City of Graham

Project

General description of each modification or improvement:

32 Gallon Trash/Recycle Bins
with doors lid and liners included.
272 Lbs. Keyed Lock.
City Logo: Trash: Black Green
Recycle: Blue. ~~www.the park catalog.com~~
www.the park catalog.com
Total of 20 combination
trash/recycle units.
Item #: 166-1377

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: Burke Robertson
☐ Property Owner ☐ Lessee ☒ Other Public Works Director
Mailing Address: 201 S. Main St

City, State, Zip: Graham, NC 27253

Phone # 336-570-6705 Ext. 315

Email: brobertson@cityofgraham.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.

William B Robertson 5-25-18
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: <u>AP</u>	Remarks: <u>COA 1810</u>
Received date: _____	
Tax Map # _____	
HRC date: _____	

OPTION A – The Park Catalogue, Diamond Trash/Recycling Bins - with Doors

Item #: 166-1377

The addition of this pair of 32 gallon diamond trash and recycling bins has kept the ice cream van wrappers and empty water bottles off the ground so you can appreciate the natural landscape of the park more. With differentiating colors of thermoplastic and clear text laser cut in the doors, visitors can easily determine where to put their waste so the flower beds aren't dotted with garbage. Front-opening doors allow for easy maintenance of the heavy-duty square plastic liners inside and the arching lids prevent any fly-aways.

Quote: \$1,047/combination unit. Cost \$20,944.00 + Shipping \$1,252.00. Total = \$18,931.07. **Budget \$22,196. At budget. + 5 Year Product Warranty. Available colors: beige, black, black green, blue, brown, burgundy, granite, gray, green, navy, orange, purple, red, sandstone, teal, and yellow.**



3350 NW Boca Raton Blvd, Boca Raton, FL 33431
theparkcatalog.com | (800) 695-3503

SPEC SHEET: 166-1377

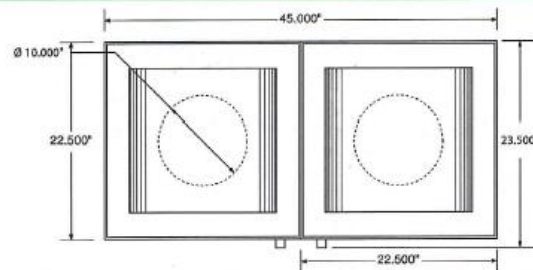
32 GAL. PERSONALIZED TRASH/RECYCLING BINS + liners

Wt. 200 lbs

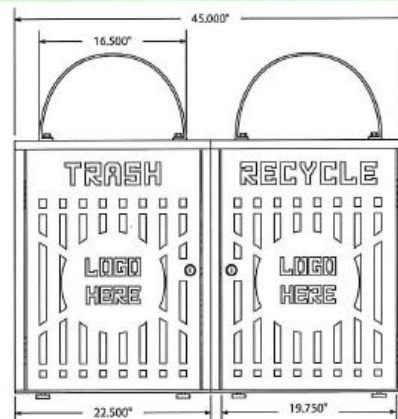
photo



top view



front view



OPTION B – Global Industrial, Outdoor Metal Slatted Waste Receptacle 36 Gallon

Item #: WB261941BK

Fully welded durable receptacle has a rugged galvanized steel body that is reinforced with circular bands and rolled edges. Endures extreme climate conditions. Flat bar steel deters graffiti and vandalism. Electro-coating plus powder coating two stage protection process resists rust and increases durability. Access door with slide out liner helps reduce heavy lifting and ease servicing, even in tight areas. Access door is padlockable to prevent unsolicited opening (lock sold separately). Doors feature heavy duty hinges for smooth and easy opening. Rubber bumpers for quiet door closing. Rain Cap Lid prevents rain or snow from entering container. Includes anchor kit, leveling feet and black plastic liner.

Quote: \$403/each x2 = \$806 per recycle and trash units (not including locks). Cost \$18,012.94 + Shipping \$918.76. Total = \$18,931.07. **Budget \$22,196. Under budget by \$3,265. Requires additional purchase of padlocks to make them lockable. Does not include product warranty. Available colors include: black, green, and blue.**





MORE



Rollover image to zoom in

Global Industrial™ Outdoor Steel Recycling Receptacle w/Access Door & Rain Bonnet - 36 Gal Blue

Item #: WG261943BL

Email Print

Ships same day.

0 reviews | [Write a review](#)

Qty	Price
1-4	\$454.00 ea.
5+	\$437.00 ea.

Quantity: 1

ADD TO CART

Add to list

Customers Who Viewed This Also Viewed



Global Industrial™ Outdoor Steel Recycling Receptacle



Global Industrial™ Thermoplastic 32 Gallon Mesh Recycling



Global Industrial™ Outdoor Steel Recycling Receptacle

Frequently Purchased Together



Global Industrial™ Heavy Duty Black Trash Bags - 40

★★★★★ (8)

Add

\$31.95



Global Industrial™ Metal Slatted Trash Receptacle

Not Yet Rated

Add

\$49.95



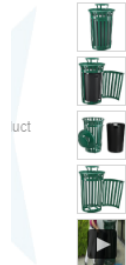
Global Industrial™ Black Outdoor Ashtray - 5 Gallon

Free Shipping

★★★★★ (141)

Add

\$40.00



uct

MORE



Rollover image to zoom in

Global Industrial™ Outdoor Metal Slatted Waste Receptacle w/Access Door, Rain Bonnet 36 Gal GN

Item #: WG261941GN

Email Print

Ships same day.

0 reviews | [Write a review](#)

Qty	Price
1-4	\$450.00 ea.
5+	\$434.00 ea.

Quantity: 1

ADD TO CART

Add to list

Customers Who Viewed This Also Viewed



Global Industrial™ Outdoor Metal Slatted Waste Receptacle



Global Industrial™ Outdoor Metal Slatted Trash Receptacle with



Global Industrial™ Outdoor Metal Slatted Trash Receptacle with

Frequently Purchased Together



Global Industrial™ Heavy Duty Black Trash Bags - 40

★★★★★ (8)

Add

\$31.95



Recycling Decals "Trash Only" - White 13-1/2"W x 1-

Not Yet Rated

Add

\$6.00



Global Industrial™ Metal Slatted Trash Receptacle

Not Yet Rated

Add

\$49.95

OPTION C – Belson, Powder-Coated Steel Waste Container with Locking Access Door

Item # MF3302

These 41-gallon steel receptacles feature a large side waste disposal opening that actively welcomes people to properly dispose of litter. The one-piece design of the steel receptacle has a bold laser cut pattern, slight dome top and features a hinged, side-access door. The convenient locking side access door provides ergonomic slide in and out servicing of the included rigid polyethylene liner. Manufactured with hot rolled steel and finished with a top-of-the-line weather and vandal resistant powder-coating that protects the receptacle from rust, corrosion and fading. These are built ready for everyday indoor or outdoor use.

Quote: \$526/each x2 = \$1,052 per recycle/trash combo. Multiple colors available. 6-8 Week Production Time. \$21,040 + Shipping \$3,681.20 = Total \$24,721.20. **Budget \$22,196. Over budget by \$2,525.56.**

Does not include product warranty. Available colors include: red, orange, yellow, green, emerald, teal, blue, white, aluminum, charcoal, black, brown, beige, putty, sand, and clay.



OPTION D – Belson, Flare Top w/ Bonnet (Only Black) + Recycle (Only Blue)

Item #: CBTRFTDBK & MR50FTRBL

Flare Top w/ Bonnet

Built for ready for service and serviceability, these heavy-duty trash receptacles with 40-gallon capacity are rugged and resilient. Popular vertical style slat design steel receptacles with flared top accent featuring a locking side access door and available with either a flat top or rain bonnet lid. The hinged key-locking side door allows ergonomic access to the included steel liner, offsetting the need for any strenuous lifting, making routine service simple and safe. Great for high volume traffic areas, these imported all-steel 40-gallon trash receptacles are finished in a UV stabilized, corrosion resistant powder-coating, promising superior performance throughout the years.

Only available in black. Rain Bonnet. \$615/each x20 = \$12,300. **Budgeted amount is \$1,042 per trash/recycle combo. *Must purchase additional recycle bin see next page.**

Flare Top Trash Receptacle with Door

SALE



Promising Superior Performance

Built for ready for service and serviceability, these heavy-duty trash receptacles with 40 gallon capacity are rugged and resilient. Popular vertical style slat design steel receptacles with flared top accent featuring a locking side access door and available with either a flat top or rain bonnet lid.

Dimensions

with Flat Top Lid - 28"Dia. x 38-1/4"H

with Rain Bonnet - 28"Dia. x 46-1/2"H

The hinged key-locking side door allows ergonomic access to the included steel liner, offsetting the need for any strenuous lifting, making routine service simple and safe. Great for high volume traffic areas, these imported all-steel 40 gallon trash receptacles are finished in a UV stabilized corrosion resistant powder-coating, promising superior performance throughout the years.

Matching Products

Recycling Receptacle w/ Flat Top

The Oakley 36-gallon Recycling Receptacle features two round openings on a flat top lid fitted especially for bottles and cans. The durable slatted steel frame is a common design seen in downtown areas lining busy streets and sidewalks, and the metal band at the top adds strength to last for years.

"Recycle" is written across the side with two recycling logos, and two "Bottles & Cans" decals are included for placement across the top, making the receptacle easy to recognize as a "green" solution. Plastic liner, lid attachment kit, and [Anchor Kit](#) included.

Requested quote. \$780/each x 20 = \$15,600.00 **Budgeted amount is \$1,042 per trash/recycle combo.**
***Must purchase additional trash bin see previous page.**

Recycling Receptacle with Flat Top | Oakley Collection

Basic Slatted Recycling Receptacle for Bottles and Cans

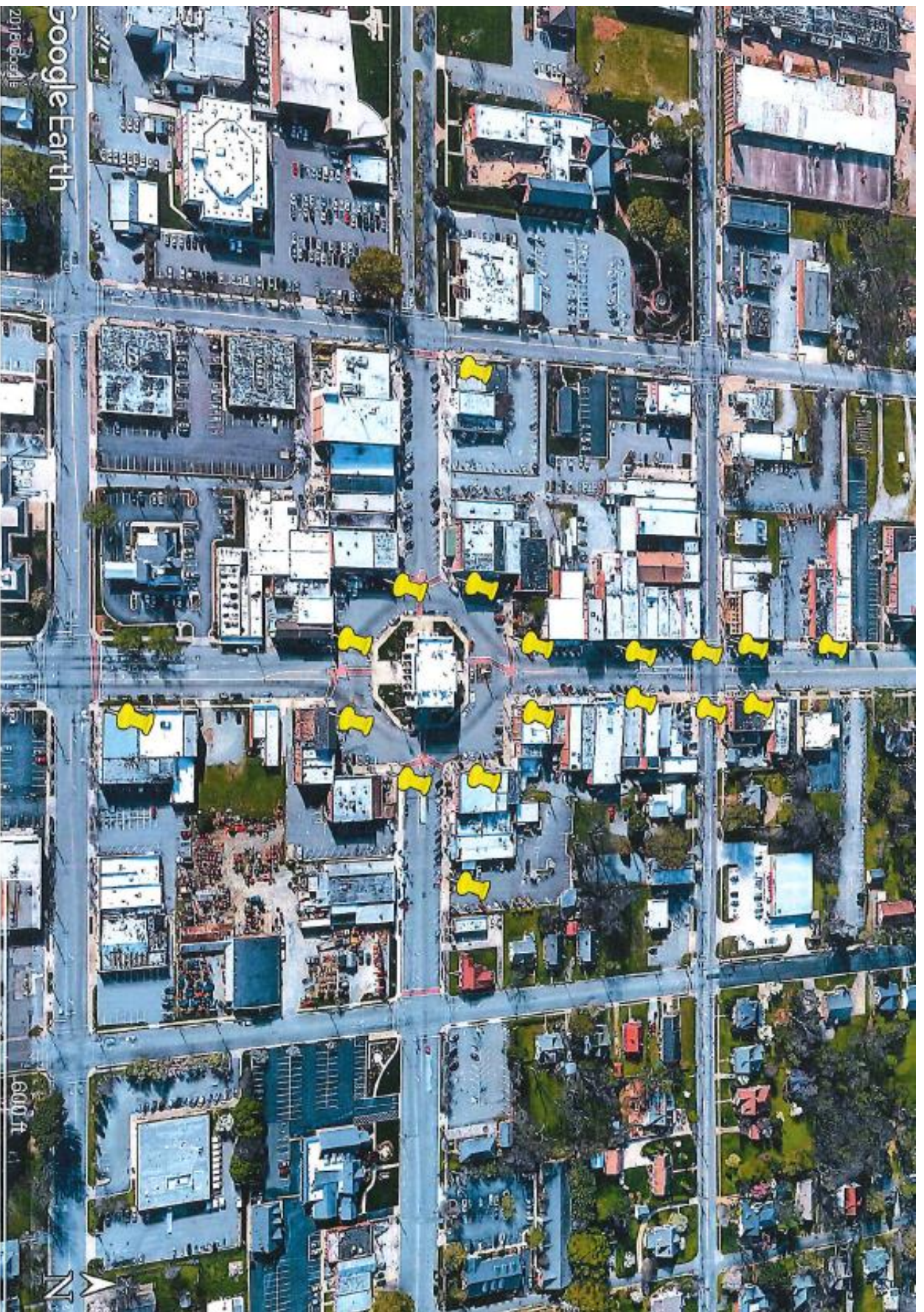
The Oakley Recycling Receptacle features two round openings on a flat top lid fitted especially for bottles and cans. The durable slatted steel frame is a common design seen in downtown areas lining busy streets and sidewalks, and the metal band at the top adds strength to last for years.

Features

- Built-In leveling feet.
- Graffiti resistant flat steel.
- Comes standard with Flat Top Lid.
- Plastic liner & [Anchor Kit](#) included.
- Two "Bottles & Cans" Decals Included.
- Matching planters & benches available.



Quote: Trash \$615/each x20 = \$12,300. Recycle \$780/each x 20 = \$15,600. Total \$27,900 + Shipping \$1,456 = Total \$29,356. **Budget \$22,196. Over budget by \$7,160.**



STAFF REPORT

Prepared by Alexa Powell, Planner

Location

See map of proposed locations

Downtown Trash Recycle (COA1810)

Type of Request: Certificate of Appropriateness

Meeting Dates

Historic Resources Commission

June 12, 2018 & July 18, 2018

Summary

This item is a continuation from last month. The applicant is requesting approval of a Certificate of Appropriateness (COA) to place 20 combination trash/recycle bins throughout downtown. The City of Graham received a grant from the North Carolina Division of Environmental Quality (DEQ) for the purchase of recycle bins as part of a program to encourage Away-from-Home recycling. The purchase of the trash cans is funded through the City of Graham Public Works Department budget as the 50% matching portion of these State grant funds. The total project budget for the 20 downtown combination trash/recycle bins is \$22,196 (i.e. \$11,098/State + \$11,098/Local). The budget works out to around \$1,047/each which is to include both the trash and recycling can.

The applicant has provided additional trash/recycle bin options for consideration by the HRC. After substantial research the units proposed are the only trash/recycle bins that meet the functional requirements of the Public Works Director which included considerations like the budget, material, rain bonnet, keyed entry, side door access for waste removal, weight, durability, and distinctions between trash and recycling bins. Attached is the COA application including a photo of each option as well as the proposed locations.

Option A is the same bin shown on the original application. Quote: \$1,047/combination unit. Cost \$20,944.00 + Shipping \$1,252.00. Total = \$18,931.07. **Budget \$22,196. At budget. + 5 Year Product Warranty. Available colors: beige, black, black green, blue, brown, burgundy, granite, gray, green, navy, orange, purple, red, sandstone, teal, and yellow.**

Option B is under budget. Quote: \$403/each x2 = \$806 per recycle and trash units (not including locks). Cost \$18,012.94 + Shipping \$918.76. Total = \$18,931.07. **Budget \$22,196. Under budget by \$3,265. Requires additional purchase of padlocks to make them lockable. Does not include product warranty. Available colors include: black, green, and blue.**

Option C fell outside of the budgeted amount. Selecting this option would require the Commission to identify additional financial resources to be feasible. Quote: \$526/each x2 = \$1,052 per recycle/trash combo. Multiple colors available. 6-8 Week Production Time. \$21,040 + Shipping \$3,681.20 = Total \$24,721.20. **Budget \$22,196. Over budget by \$2,525.56. Does not include product warranty. Available colors include: red, orange, yellow, green, emerald, teal, blue, white, aluminum, charcoal, black, brown, beige, putty, sand, and clay.**

Option D fell well outside of the budgeted amount. Selecting this option would require the Commission to identify additional financial resources to be feasible. Quote: Trash \$615/each x20 = \$12,300. Recycle \$780/each x 20 = \$15,600. Total \$27,900 + Shipping \$1,456 = Total \$29,356. **Budget \$22,196. Does not include product warranty. Over budget by \$7,160. Available colors include: black and blue.**

According to the grant representative the style of the trash/recycle bin can differ from what was proposed in the initial request (i.e. option A) but the number of bins cannot be substantially different without requiring a change to the signed contract. For example, having independent trash and recycling units vs. a combination unit is permitted.

Conformity to the *Historic Resources Handbook & Other Applicable Policies*

Historic Resources Handbook;

A. Landscape Features

1. Public Right-of-Way

- **A.1.1** New benches, trash cans, fountains, and other street furniture should be compatible with the historic character of the area in size, scale, material, and color.



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Property

Street Address: 105 E. Harden St
Property Owner: EP Bates

Project

General description of each modification or improvement:

installing internally
illuminated wall sign
1/2 connect to
existing power.

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: McClorkle Sign company
☐ Property Owner ☐ Lessee Other contractor
Mailing Address: P.O. Box 11384
City, State, Zip: Durham NC 27703
Phone # 919-687-7080
Email: sierra@mccorklesigns.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.

Sierra Green 6/25/18
Signature of Applicant Date

Sierra Green 6/25/18
Signature of Owner, when applicable Date

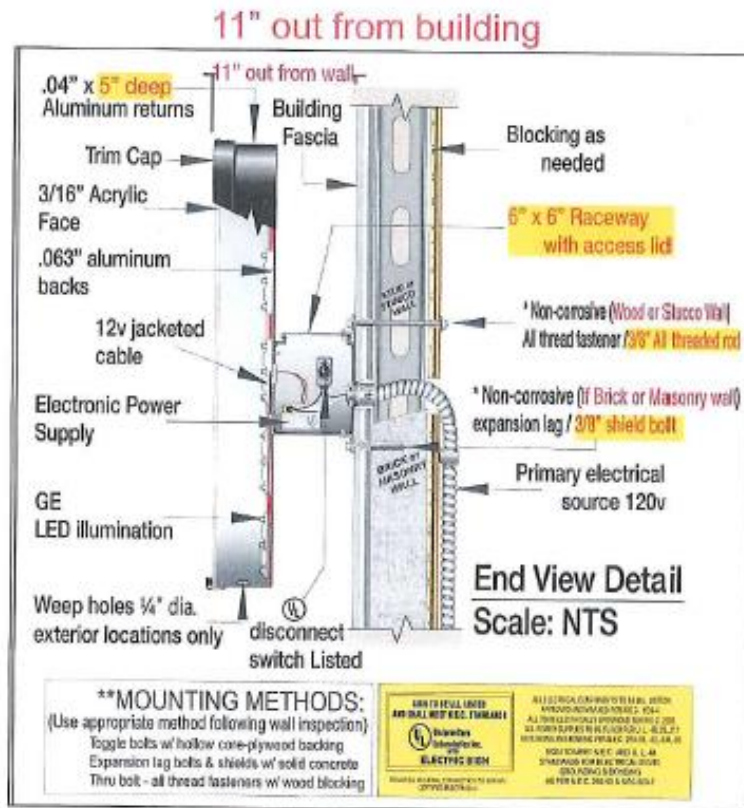
Representation at HRC Meeting

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: Kevin McCorkle
Relationship to Applicant: project designer
Phone # 919-687-7080
Email: kevin@mccorklesigns.com

FOR OFFICE USE ONLY	
Received by: <u>AP</u>	Remarks: <u>COA 1811</u>
Received date: <u>6/25/18</u>	
Tax Map # <u>145882</u>	
HRC date: <u>7/10/18</u>	

Channel Letters ¥ Raceway Mounted ¥ LED Illumination ¥ Graham, NC



PROJECT INFORMATION

Client: **Standard Base Solutions**
Street Address: **105 S. Hester St.**
City & State: **Graham, NC**
SVC Name: **N/A**
Date: **04/25/2018**
Scale: **00"/1"**
Designer: **Kevin McCutcheon**
Project Manager: **Adam McCutcheon**

REVISIONS

04/25/2018

LANDLORD APPROVAL

☐ APPROVED
☐ APPROVED AS NOTED
☐ REVISE & RESUBMIT
NAME:
DATE:

CLIENT APPROVAL

☐ APPROVED
☐ APPROVED AS NOTED
☐ REVISE & RESUBMIT
NAME:
DATE:

McCutcheon Signs & Graphics
1001 S. Green Street, Graham, NC 27840
Phone: (919) 887-7880
Fax: (919) 887-4000
Website: www.mccutcheonsigns.com
Email: info@mccutcheonsigns.com

PHONE: (919) 887-7880
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PHONE: (919) 887-7880
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Website: www.mccutcheonsigns.com
Email: info@mccutcheonsigns.com



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: Standards-Based Solutions

Street Address: 105 E. Harden St.

Property Owner: EP Gates

Zone: ☐ C-1 ☒ B-1 ☐ B-2 ☐ B-3 ☐ I-1 ☐ I-2
☐ Residential ☐ Conditional

Overlay District, if applicable:

☒ Historic ☐ S Main St/Hwy 87 ☒ Harden St/Hwy 54

Applicant

Name: McCorkle Sign Company

☐ Property Owner ☐ Business Owner ☒ Contractor
Other _____

Mailing Address: PO Box 11384

City, State, Zip: Durham NC 27703

Phone # 919-687-7080

Email: sierra@mccorklesigns.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.

Sierra Green 6/12/18
Signature of Applicant Date

FOR OFFICE USE ONLY	
Approved by: <u>[Signature]</u>	Remarks:
Approved date: <u>[Signature]</u>	
MBL#	
GPIN:	
City Limits / ETJ	Flood
Fee \$	DEVID#

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 Wall	23.3	\$ 2,000	<input type="checkbox"/>
2		\$	<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: McCorkle Sign Company

Phone # 919-687-7080

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

Electrical Contractor Name: McCorkle Sign Company

Lic. # 20030-SP-ES Phone # 919-687-7080

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

STAFF REPORT

Prepared by Alexa Powell, Planner

Standards Based Solutions (COA1811)

Type of Request: Certificate of Appropriateness

Meeting Dates

Historic Resources Commission

July 18, 2018

Summary

The applicant is requesting approval of a Certificate of Appropriateness (COA) for an internally illuminated sign. The City of Graham received a sign permit application from Standards Based Solutions.

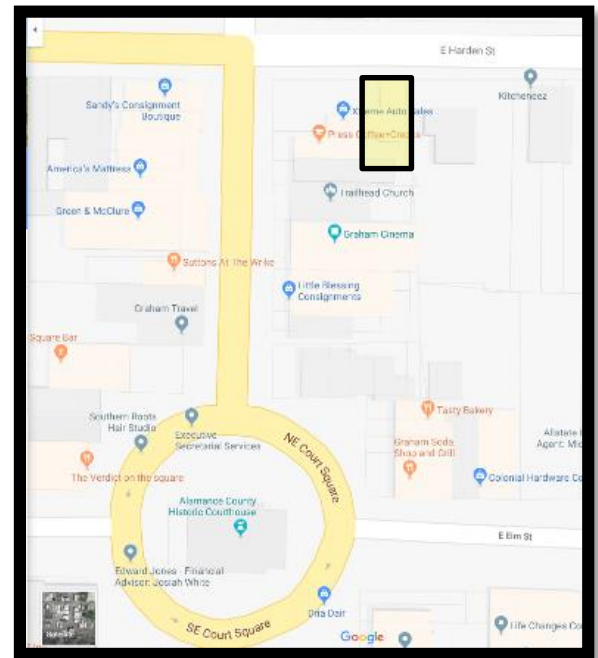
Because of the location of the sign in the downtown overlay district the Planner responded to the applicant that the proposed "channel letters are allowed but if internally illuminated they would need to get a major Certificate of Appropriateness (COA) through the Historic Resources Commission." Alternatively, the Planner indicated if the sign is illuminated from the front it can be approved administratively without a COA.

The Planner subsequently received a COA application on 6/26/18.

See map for the location of the property.

Location

105 E. Harden St.
Graham, NC 27253



Conformity to the *Historic Resources Handbook & Other Applicable Policies*

Historic Resources Handbook;

6. Signs

“The City of Graham *Development Ordinance*, Appendix A., contains guidelines for signs in the Courthouse Square.”

Development Ordinance - Appendix A. HISTORIC DESIGN GUIDELINES FOR SIGNS

- Translucent plastic signs, which have lighting in the sign (i.e. internally illuminated signs) are prohibited.

APPENDIX A. HISTORIC DISTRICT DESIGN GUIDELINES FOR SIGNS

These guidelines are to be used by the City of Graham Staff to approve sign permits within the Courthouse Square Historic District. The items listed below are additional guidelines to “Article X, Signs” in the City of Graham Development Ordinance. Issuance of a sign permit cannot be denied without first being considered by the City of Graham Historic Resources Commission.

- Signs should be compatible with the structure in size, scale, style, material, and graphics.
- The location of new signs on commercial buildings should conform to the appropriate placement of signs on historic buildings (see attached figure).
- Storefront signs should be designed and located so that they do not obstruct architectural details of buildings.
- Storefront signs should be attached in a manner that does not cause damage or major alteration to the historic elements of a building.
- Translucent plastic signs, which have lighting within the sign (i.e. internally illuminated signs) are prohibited.
- Neon tubing and neon tubing signs are prohibited.
- Freestanding signs should be installed appropriately, such as on well landscaped ground bases or low standards.
- Flush mounted wall signs should be installed in appropriate locations that do not conceal architectural features or details.
- Signs for historic commercial buildings should be placed in locations originally intended for signage such as the top of the storefront or on windows, doors, or awnings.
- Fluorescent or Dayglow colors are prohibited.



City Planner

From: City Planner
Sent: Thursday, June 21, 2018 1:20 PM
To: 'Sierra'
Cc: 'grahamcinema@triadbiz.rr.com'
Subject: RE: Sign Permit Application -Standards-Based Solutions -105 E Harden st

Sierra,

In reviewing the sign permit application there is one item that caught my attention because the property is located in our historic overlay district.

The proposed channel letters are allowed but if internally illuminated, they will need to get a major Certificate of Appropriateness (COA) through the Historic Resources Commission (HRC). If the sign is illuminated from the front, it can be approved without the COA.

If your client would like to apply for a COA they are welcome to do so I would need to receive the below application by 6/25/18 for the item to be added to the upcoming agenda. These projects are reviewed monthly by the HRC.
http://www.cityofgraham.com/wp-content/uploads/2013/06/Certificate_of_Appropriateness.pdf

Additionally, here are the HRC design guidelines as it relates to signs in the Historic District.

Certificate of Appropriateness (COA)

Development Ordinance - APPENDIX A. HISTORIC DISTRICT DESIGN GUIDELINES FOR SIGNS

These guidelines are to be used by the City of Graham Staff to approve sign permits within the Courthouse Square Historic District. The items listed below are additional guidelines to "Article X, Signs" in the City of Graham Development Ordinance. Issuance of a sign permit cannot be denied without first being considered by the City of Graham Historic Resources Commission.

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- Storefront signs should be designed and located so that they do not obstruct architectural details of buildings.
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- Translucent plastic signs, which have lighting within the sign (i.e. internally illuminated signs) are prohibited.
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- Signs for historic commercial buildings should be placed in locations originally intended for signage such as the top of the storefront or on windows, doors, or awnings.
- Fluorescent or Dayglow colors are prohibited.

If you have any other questions please let me know.

Thank you,

Alexa Powell



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: 16 NE Court Square Graham
NC, 27253
Property Owner: Chuck Talley

Project

General description of each modification or improvement:



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: Paul Harden
☐ Property Owner ☒ Lessee Other _____
Mailing Address: 6468 Preacher Roberson Rd
City, State, Zip: Graham, NC, 27253
Phone #: (336) 266-2155
Email: TastyBakery@aht.net

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.

Paul T. Harden 6/15/18
Signature of Applicant Date
Paul T. Harden 6/15/18
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: Paul Taylor Harden JR
Relationship to Applicant: Son of owner
Phone #: (336) 327-1964
Email: Paul T. Harden@yahoo.com

FOR OFFICE USE ONLY	
Received by: <u>AP</u>	Remarks: <u>COA 1812</u>
Received date: <u>6/25/18</u>	
Tax Map #: <u>145877</u>	
HRC date: <u>7/10/18</u>	



Table Dimensions
36 x 36

Height 29

Umbrella Dimensions

87in Height
6ft Diameter



Application for TEMPORARY ENCROACHMENT

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

Any owner of a validly licensed business in the Central Business District (B-1) wishing to create, establish, operate or maintain an outdoor dining area, or place any temporary encroachments upon the sidewalk, beyond three feet from the face of the building, shall first obtain a temporary encroachment permit. Temporary encroachments include stands, tables, umbrellas, chairs, displays, planters, objects related to the business, or other items for sale and placed on the public sidewalk.

Location

Street Address: 116 NE Court Square
Business Name: Tasty Bakery
Type of Business: re-Tail
Business Owner: Paul T. Harden
Phone #: 336-227-7448

Applicant

Name: Paul T. Harden
☒ Business Owner ☐ Other
Mailing Address: 116 NE Court Square
City, State, Zip: Graham N.C 27253
Phone #: 336 227-7448
Email: Tastybakery@aol.net

I have completed this application truthfully and to the best of my ability, and have included a plan drawing and other required attachments.

Paul T. Harden 6-15-18
Signature of Applicant Date

Responsible Contact

if other than the applicant

This is the person that the City may notify or contact at any time concerning the permitted temporary encroachment.

Name: Paul Harden
☒ Business Owner ☐ Other
Mailing Address: _____
City, State, Zip: _____
Phone #: _____
Email: _____

Proposed Temporary Encroachment

Please consult the **standards** for temporary encroachments, listed on the back of this application.

Briefly describe the **purpose** of the temporary encroachment and the **types of items** that will be placed in the area:

Tables out front for
more sitting for customers
2 or 3 Tables

☒ Attach a **plan drawing** showing the layout and dimensions of the proposed temporary encroachment area. If umbrellas, trees or other overhead structures are in the area, note the vertical dimensions on the plan drawing.

☐ Attach **photographs, drawings or manufacturers' brochures** sufficient to demonstrate that all temporary encroachments meet the standards.

Other Required Attachments

☒ Copy of a valid **business or privilege license** to operate a business establishment adjacent to the public sidewalk which is the subject of the application State ID: 2645915
Fed ID: 260802171

☒ Proof of **current liability insurance** as required for this permit (see Condition 3)

☐ If any are required, proof of any ABC license, health permits or other state permits for the business involved; list attached:

☐ If the proposed temporary encroachment will extend across adjacent businesses or properties, written consent of adjacent landowners and businesses

☐ If the business is located in the Courthouse Square Historic District and the proposed furnishings, fixtures and other decorative materials do not adhere to the "Design Guidelines for Temporary Encroachments, copy of an approved Certificate of Appropriateness



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/15/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Glick and Mahan 2326 S Church St Ste C Burlington NC 27215		CONTACT NAME: Debby Blanchard PHONE (A/C, No. Ext): (336) 228-0525 E-MAIL: blanchd3@nationwide.com FAX (A/C, No): (336) 229-0900	
INSURED TASTY BAKERY OF NC, INC. 16 NE COURT SQ GRAHAM NC 27253-2841		INSURER(S) AFFORDING COVERAGE INSURER A: Selective of S. Carolina INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: CL1861501649 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X	S 2295703	11/13/2017	11/13/2018	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
						MED EXP (Any one person) \$ 10,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/PROP AGG \$ 3,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
	OTHER:					
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in NJ)	Y/N	N/A			EL EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					EL DISEASE - EA EMPLOYEE \$
						EL DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate holder is an additional insured as respects General Liability coverage when required by written contract or agreement.

CERTIFICATE HOLDER City of Graham 201 S. Main Street Graham, NC 27253	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Debby Blanchard 6/1988-2014 ACORD CORPORATION. All rights reserved.
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STAFF REPORT

Prepared by Alexa Powell, Planner

Tasty Bakery, Paul Harden (COA1812)

Location

16 NE Court Sq.
Graham, NC 27253

Type of Request: Certificate of Appropriateness

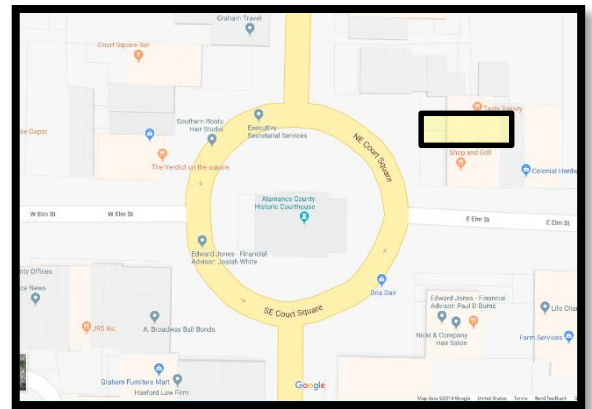
Meeting Dates

Historic Resources Commission

July 18, 2018

Summary

The applicant is requesting approval of a Certificate of Appropriateness (COA) for three tables in front of Tasty Bakery to serve as outdoor dining. See map of the proposed location and photo.



At the time of submittal, the City did not receive details about the manufacturer of the proposed tables/chairs/umbrellas to provide additional information to the HRC with regard to the materials used. Without more information it is difficult to identify which Historic Resources Handbook policies may apply. Subsequently City Staff was notified that the table/chairs had already been purchased and were in use. See attached pictures.

Below is a list of all policies related to the Historic District Design Guidelines for Outdoor Displays, Dining and Other Temporary Encroachments – Furniture.

There is over six feet of unobstructed sidewalk meeting Americans with Disabilities Act (ADA) standards as well as Graham's Code of Ordinances requirements. The applicant has completed an application for a temporary encroachment and provided proof of current liability insurance as required. Approval of the Temporary Encroachment Application is pending the results of the Historic Resources Commissions determination on this COA application.

See attached for COA application.





Conformity to the *Historic Resources Handbook* & Other Applicable Policies

Historic Resources Handbook;

- **A.1.1** New benches, trash cans, fountains, and other street furniture should be compatible with the historic character of the area in size, scale, material, and color. Existing landscape features such as parks, fountains, trees, columns, walkways, and curbs should remain and be maintained.

Development Ordinance;

Appendix B. Historic District Design Guidelines for Outdoor Displays, Dining and Other Temporary Encroachments – Furniture

- All outdoor furniture, including tables, chairs, umbrella bases and poles, benches, trash receptacles and other street furniture, should be compatible with the historic character of the district in size, scale, material and color.

- All outdoor furniture must have a uniform or complimentary design, color and material. It may be colored or of a natural unpainted material (i.e. wood or metal). White plastic or any fluorescent or other strikingly bright or vivid colors are prohibited.

Code of Ordinances;

Article VII. – Downtown Outdoor Displays, Dining and Other Temporary Encroachments

- **Sec. 18-192. - Permit required.** (a) Any business owner wishing to create, establish, operate, maintain or otherwise be engaged in the business of running an outdoor dining area, or place any temporary encroachments upon the sidewalk, beyond three feet from the face of the building, shall first obtain and hold a currently valid permit issued under the terms of this article. Permits shall be issued only to validly licensed businesses in the central business district (B-1).

Temporary Encroachment Permit Requirements

(3) Furniture or other decorative materials shall be fireretardant, pressure-treated or manufactured of fire resistive material, and shall not contain any commercial advertising. Additionally, all furniture, especially umbrellas, must be designed and installed to be secure in windy conditions.