



# **Historic Resources Commission**

## **Meeting Agenda**

October 22, 2014 at 5:30pm  
Council Chambers, 201 S Main St

1. Approve minutes of the September 24, 2014 meeting
2. STB Illuminated Sign (COA1407). Request by Sarah Evans for a Certificate of Appropriateness to erect an internally illuminated wall sign at 123 N Main St.
3. Discuss options for N Main St district
4. Discuss draft Historic Resources Handbook

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

HISTORIC RESOURCES COMMISSION  
Wednesday, September 24, 2014

The Historic Resources Commission held a called meeting on Wednesday, September 24, 2014 at 5:30 p.m. in the Council Chambers of the Graham Municipal Building. Commission Members present were Grace Baldwin, Helen Sharpe, Brenda Sykes, Denise Baker, Lauren Nance and Cary Worthy. Larry Brooks was absent. Staff members present were Melissa Guilbeau, City Planner, and Martha Johnson, Zoning/Inspections Technician.

Acting Chair Cary Worthy called the meeting to order and explained the function of the Commission.

1. A motion was made to approve the minutes from the August 6, 2014 meeting by Denise Baker and seconded by Grace Baldwin. The motion carried unanimously.
2. Election of Vice-Chair. Cary Worthy was the only nominee. A motion was made to nominate Cary Worthy by Helen Sharpe, second by Lauren Nance, all voted aye.
3. Graham Presbyterian Covered Walkway (COA1403). Request by Don Holt for a Certificate of Appropriateness to construct a ramp and covered walkway at 216 W Harden St. Mr. Holt explained the 25' walkway would be covered with all brick and post columns. Mr. Holt stated the cover would be similar to the other coverings at the church and the color would be brown not white. Denise Baker made a motion to approve, second by Grace Baldwin. All voted aye.
4. Consider applications for the 2014-15 Façade Grant Program
  - a. Charles C. Thompson, III, for property located at 11 NW Court Sq  
\$1,472, maximum City match of \$736  
*Approval of this project will constitute approval of a Certificate of Appropriateness*
    - Remove existing metal awning and install new awning similar to the existing awnings at Barristers and Court Square Florist
  - b. Alamance Farmers' Mutual Insurance Company, for property located at 128 W Harden St  
\$13,653, maximum City match of \$6,827
    - Replace all windows on the west side of the building with windows that are identical in appearance
  - c. Graham Cinema, LLC, for property located at 119 N Main St  
\$7,189, maximum City match of \$3,595
    - Repaint marquee in red to match color when it was constructed
    - Repaint stucco façade above marquee; color not specified
    - Make electrical repairs to the marquee lighting
  - d. Court Square Development Group, LLC, for property located at 22 NE Court Sq  
\$4,973, maximum City match of \$2,487
    - Replace fabric coverings on existing awning frames at Graham Soda Shop; color not specified
  - e. Court Square Development Group, LLC, for property located at 18 NE Court Sq  
\$2,134, maximum City match of \$1,067  
*Approval of this project will constitute approval of a Certificate of Appropriateness*
    - Install two new fabric awnings over the Fret Sounds storefront; color not specified
  - f. Court Square Development Group, LLC, for property located at 123-127 E Elm St  
\$4,681, maximum City match of \$2,341  
*Approval of this project will constitute approval of a Certificate of Appropriateness*
    - Install six new fabric awnings on Farm Services building; color not specified

- g. Chuck Talley, for property located at 22 NW Court Sq  
\$672, *maximum City match of \$336*
  - Replace existing sign for Court Square Florist
- h. Chuck Talley, for property located at 28 NW Court Sq  
\$672, *maximum City match of \$336*
  - Replace existing sign for Barristers Café

Satina Powell from Charles Thompson's office was there to answer questions concerning the new awning installation. Chuck and Jennifer Talley were also present to discuss the various façade renovations on properties they were requesting grant funds.

After much discussion the Commission decided to distribute the funds as follows:

Charles Thompson \$736.00  
 Alamance Farmers' Mutual Ins. Co. \$1800.00  
 Graham Cinema \$3595.00  
 Graham Soda Shop \$2487.00  
 Fret Sound \$782.00  
 Farm Services – 0 –  
 Court Square Florist \$300.00  
 Barristers Café \$300.00

Brenda Sykes made a motion to approve the distribution, second by Grace Baldwin. All voted aye.

5. Discuss options for N Main St district. Ms. Guilbeau said we had two options for the N Main Street district: one to extend the Courthouse Square Historic District northward or to create a new local historic district. Cary Worthy stated he felt that we needed two separate districts and would like to extend it to include Providence Church on N Main Street. Denise Baker made a motion to use option B to create a new local historic district, second by Helen Sharpe. All voted aye in favor for staff to go forward with option B from Court Square up to Providence Church. Ms. Guilbeau said she would do more research and contact the State how to extend the boundary.

6. Updates from staff. Ms. Guilbeau said that City Council adopted the text amendments for historic resources. Also Ms. Guilbeau said she is still working on the handbook and hopes to have a draft by early November.

With no further business the meeting was adjourned.

Respectfully Submitted,  
 Martha Johnson



# 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 District Commission (HDC) processes applications for Certificates of Appropriateness within the Courthouse Square Historic District for (1) any changes in the external appearance of existing structures; (2) design of new structures; and (3) demolition of existing structures. Regulations for Certificates of Appropriateness can be found in Article IV, Division 10, Historic District Commission, of the Development Ordinances.

## Property

Street Address: 123 W. Main St.

Property Owner: (Sarah) Evans

## Project

General description of each modification or improvement:

*would like to have  
an internally illuminated  
sign*

RECEIVED

OCT 08 2014

CITY OF GRAHAM  
INSP. / P.Z.

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 against the criteria established in Sec. 10.211 of the Development Ordinances. **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: (Sarah) Evans

Property Owner  Lessee Other \_\_\_\_\_

Mailing Address: 410 FOUR SEASONS 337A

City, State, Zip: Grahnboro, NC 27407

Phone # 336 986-2139

Email: STBRecords@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.

(Sarah Evans) 10/8/14  
Signature of Applicant Date

Signature of Owner, when applicable Date

## Representation at HDC Meeting

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

Name: (Sarah) Evans

Relationship to Applicant: self

Phone # 336 986 2139

Email: STBRecords@gmail.com

FOR OFFICE USE ONLY	
Received by: <u>MG</u>	Remarks: <u>COA 1407</u>
Received date: <u>10-8-2014</u>	
Tax Map #	
HDC date: <u>10-22-2014</u>	

800sf

x 520

40sf may

26.6sf ✓

40'

how far from wall? ✓

20' 1

STB RECORDS

ADMISSION 14

C

