



# **Historic Resources Commission**

## **Meeting Agenda**

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

1. Pledge of Allegiance and opening invocation.
2. Approve minutes of the October 10, 2017 meeting.
3. COA1714 Kimrey Residential Update. An Application by Lee and Mindi Kimrey to amend the front façade of the proposed structure at 106 W Elm Street.
4. Adjourn.

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

## HISTORIC RESOURCES COMMISSION

Tuesday, October 10, 2017

The Historic Resources Commission held a called meeting on Tuesday, October 10, 2017 at 6:00 p.m. in the Council Chambers of the Graham Municipal Building. Commission Members present were Helen Sharpe, Guy Sinclair, Denise Baker, Elaine Murrin, Jerry Perdue and Cary Worthy. Grace Baldwin was absent. Staff members present was Nathan Page, Planning Director, Alexa Powell Planner, Martha Johnson and Debbie Jolly Zoning/Inspections Technicians.

Vice Chair Cary Worthy called the meeting to order and explained the function of the Commission. Denise Baker gave the opening invocation.

1. Pledge of Allegiance. Election of Officers. Cary Worthy was elected as Chair and Denise Baker was voted Vice Chair.
2. Approval of the minutes from the April 11, 2017 meeting. Helen Sharpe made a motion to approve and Denise Baker seconded. All voted aye.
3. Rewarding of 2017-2018 Façade Grants-
4. Total Funds Requested is \$38,366. Total Work being proposed is \$137,612. Mr. Page explained the distribution of the grant process. Also he stated there was a mural submitted without an address and the HRC can't grant a COA without it. Mr. Page said that application #L (106-110 N Main St. windows) turned in a second quote after the deadline which he distributed to the Commission.
  - a. Restore Vintage Pepsi Sign with Historic Downtown Graham Arrow- 105 E Harden St. Jennifer Talley spoke representing Court Square Development. \$4,500
  - b. Hand-Painted Storefront Sign- 127 E Elm St. Ms. Talley discussed the changes for Plum Pucci. \$800
  - c. Soda-Shop Mural- 22 NE Court Square. Jennifer Talley from Court Square Development talked about the hand painted mural for the Soda Shop \$4,400
  - d. Greetings from Graham Mural- N/A \$10,000
  - e. Scrape and re-paint windows on Second Floor, Hand Paint E.P. Gates Sign- 20 NE Ct Square. Ms. Talley spoke for Court Square Development for the EP Gates Construction windows and signs. \$2,551
  - f. Replace Existing Awning at Colonial Hardware- 104 E Elm St. Jennifer Talley explained they were resubmitting from last year and use same colors.\$2,405

- g. Repair Wrike Sign, Install new storefront- 114 N Main St. Don Pinney (Sutton Drug Store) and Chuck Talley (Court Square Dev.) both represented this project. \$39,715
- h. Paris Building Sign, Replace Plastic Enclosure- 24 NW Court Square. Jennifer Talley spoke concerning the sign for the building and the plastic enclosure at The Verdict. \$6,376
- i. Signage, Shades, Clean/Paint/Small Signs- 105-9 W Harden Street. Dean and Bennie Hall (owners) discussed all their proposed projects for this application. \$21,377
- j. Replace Rear Windows- 109 N Main Street. No applicant was present and Mr. Page explained their project. \$5,700
- k. Second Story Windows- 101 N Main Street. Jason Cox of Carolina Property Holdings talked about replacing all the second story windows. \$20,888
- l. First Floor Windows- 106-110 N Main St. Jason Cox of Carolina Property Holdings presented his application. \$18,900

All the applicants answered questions concerning their façade renovations on the properties they were requesting grant funds. After some discussion the Commission decided to distribute the funds as follows:

Court Sq Development Pepsi sign 105 E Harden St	\$2250
Chuck & Jennifer Talley Colonial Hardware Awning 104 E Elm St	\$1200
Don Pinney (Sutton's) sign and paint 114 N Main St	\$2335
Ct Sq Development (24 NW Ct Sq) & The Verdict (28 NW Ct Sq) sign & enclosure	\$3188
Dean & Bennie Hall 105-109 W Harden St Clean, Paint & signs	\$5000
Jason Cox (Carolina Prop) 101 N Main St 2 <sup>nd</sup> story window replacement	\$1027

Elaine Murrin made a motion to accept this distribution per spreadsheet, second by Helen Sharpe. All voted aye.

Cary Worthy and Nathan Page discussed the next façade grant applications to refer to the guidelines online to insure that they are filled out properly and complete.

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 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 W Elm Street  
Property Owner: Lee & Mindi Kimrey

### Project

General description of each modification or improvement:

Requesting to make changes to the current approved COA. Would like to move Commercial entrance to the middle of the building. The request also includes recessing the front entrance 10 foot back from the front of the building, creating a front covered patio entrance and reducing the width of the double door glass store front down to approx 11' wide and centering in the approx 13'-6 opening to the patio area. An additional change being submitted for your approval to the residential second story unit is the addition of double french doors.

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:  
Planning Dept, Plan review and Inspections

**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: Lee Kimrey  
 Property Owner  Lessee Other \_\_\_\_\_  
Mailing Address: 410 Raven Court  
Graham, NC 27253  
City, State, Zip: \_\_\_\_\_  
Phone # 336 261 8562  
Email: lkcllc@aol.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] 10/10/17  
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: Lee Kimrey  
Relationship to Applicant: Same  
Phone # See Applicant  
Email: See Applicant

FOR OFFICE USE ONLY	
Received by:	Remarks: <u>CGA 1714</u>
Received date:	
Tax Map #	
HRC date:	

## Exhibits Required for an Application for a Certificate of Appropriateness

- 1. A **location or vicinity map** clearly showing the location of the project within the immediate neighborhood.
- 2. **Current color photographs** of the property showing its present condition, which accurately represents the existing material, colors and textures. In addition, color photographs of all adjacent sites, buildings and other improvements clearly showing the style and character of the area. Such photographs shall accurately represent all colors and textures of the various materials of adjacent improvements. All photographs shall be labeled to indicate the direction of view.

### for Signs

- 3. **Colored elevations**, drawn to scale, showing the size of the sign in relation to the building, the location of the sign, all details of construction, colors and textures; complete with dimensions showing ground clearance, length, height, width and projection.
- 4. A **large scale drawing** showing the size of the sign, details of construction, materials, colors, lighting, size-style and spacing of letters, method of support, and proposed materials and finishes, noted and keyed to the physical samples required in Exhibit 5.
- 5. **Physical samples** of all materials proposed for use on the sign, labeled and keyed to the large scale drawing required in Exhibit 4.

#### *\*Types and kinds of improvements to be considered minor:*

1. Repainting resulting in a different color.
2. Addition or deletion of awnings, shutters, canopies and similar appurtenances.
3. Application or use of exterior materials of a different kind, type, color or texture than those already in use, which will substantially cover one or more sides of the structure. This provision applies to roofing as well as siding.
4. All improvements, alterations and renovations which can be accomplished without obtaining a building permit.
5. Outside storage which does not require structure changes, such as a car sales lot.

#### *^Types and kinds of improvements to be considered major:*

1. Construction of a new building or auxiliary structure.
2. Any addition or alteration of an existing structure which increases the square footage in that structure or otherwise alters its size, height, contour or outline.
3. Change or alteration of a structure's architectural style.
4. Addition or removal of one or more stories.
5. Alteration of a roof line.
6. Landscaping.
7. All other items as defined in the ordinance.

### for Minor\* and New/Major^

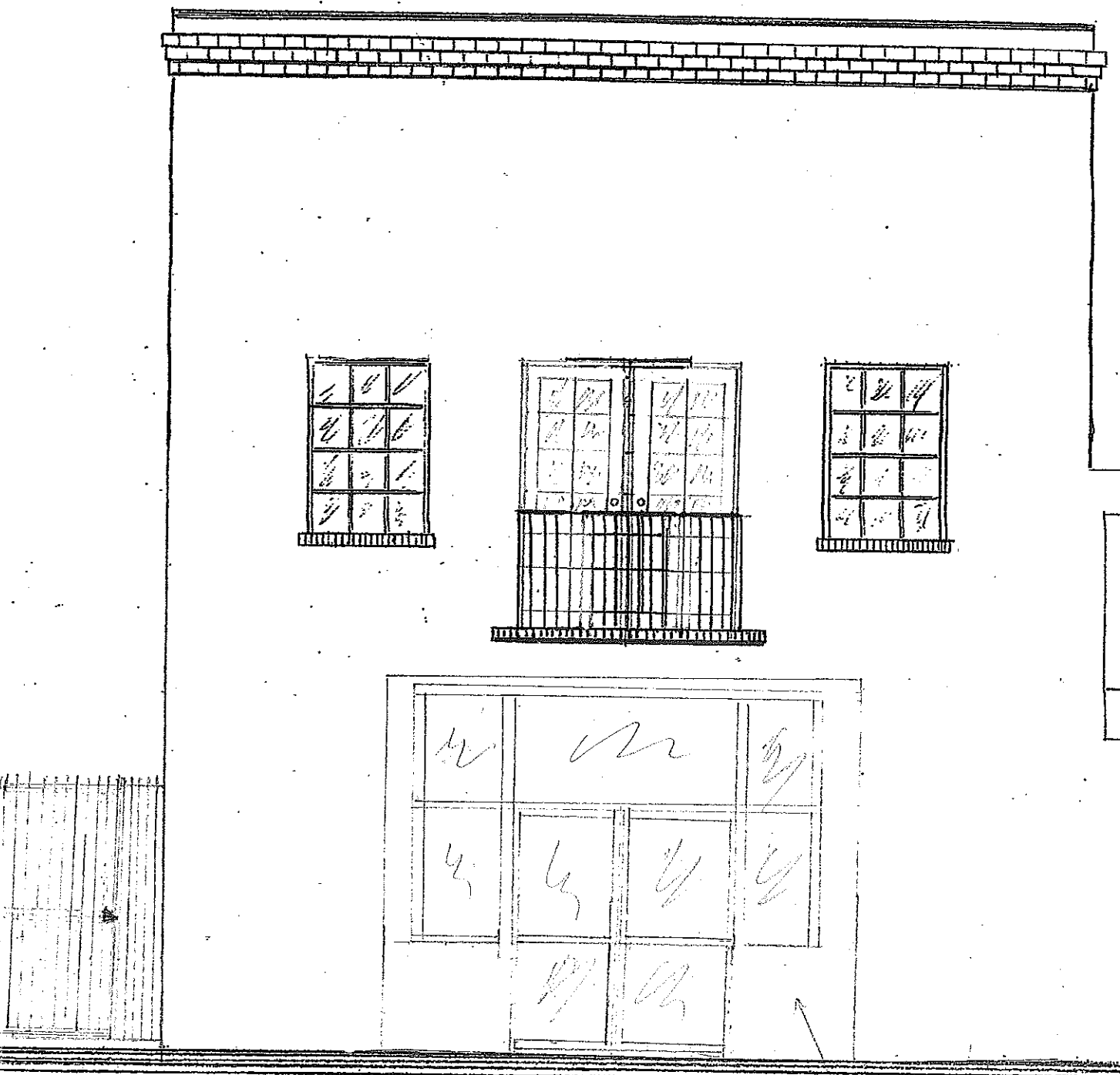
- 3. **Colored elevations**, drawn to scale, of all sides showing complete architectural details and including all exterior equipment and appurtenances located on the roof, in the walls and on the ground. All existing and proposed materials and finishes shall be identified, noted on the elevations, and keyed to the samples required in Exhibit 4. Colored elevations shall be prepared at the largest practical scale. *For new/major*, the elevations should show accurately the placement of landscaping elements (showing their size and shape) where they are in close proximity to any structure.
- 4. **Physical samples** of all materials, items or devices to be installed, accurately showing color, texture and scale. All samples shall be identified by listing the manufacturer's name, brand name and manufacturer's color number, and keyed to the elevations required in Exhibit 3.
- 5. **Manufacturer's catalog data** (if applicable) on all mail boxes, trash receptacles or containers, signs, transformers, air conditioning equipment and other visible devices and materials showing size, form, quantity, color, type of material, height, location and method of installation.

### for Minor\*

- 6. A **colored site plan** of the property showing proposed storage area and proposed method of screening. If landscaped, the plan shall define size, location and species of plant material. If other screening is proposed, materials shall be identified, typical samples shall be submitted, and the plan shall show a cross-section of a typical section drawn to scale.

### for New/Major^

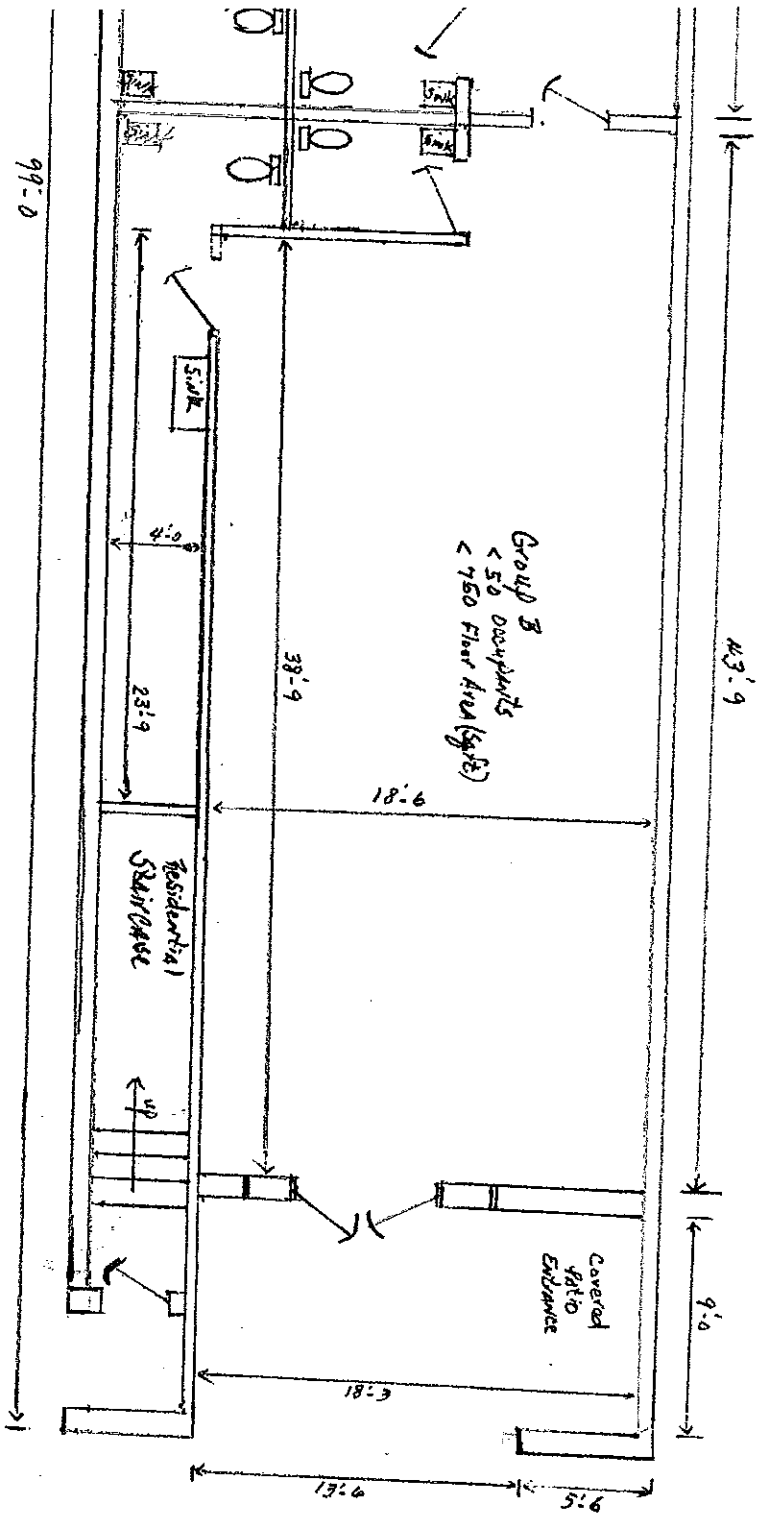
- 6. A **site plan** of the property, identical to the site plan required by the Planning Dept.
- 7. A **colored landscaping plan** clearly showing the size, location and species of all plant material. A schedule showing the type of plant, number, size at installation (height and spread), size at maturity (height and spread) and time required to reach maturity. In addition, the plan shall show any exterior lighting, provisions for trash storage and removal, location of air conditioning equipment, transformers, signs, fences or walls, and any other equipment or construction. This plan should be similar in size and scale to the site plan in Exhibit 6.
- 8. **Manufacturer's catalog data** or other material showing each type of exterior light fixture, its size, shape, lighting characteristics, color, type of mounting, type of pole and height of pole-mounted lights.
- 9. A **colored perspective rendering** (when requested) showing the form, style and scale of the project, all rooftop equipment and screening proposed, signs, landscaping and other architectural features. Such rendering shall be accurate as to both scale and color of representation.
- 10. A **set of floor plans and details** showing the location of entrances, windows, halls, rooftop equipment, etc.



Option B

10' Recessed covered patio entrance.

$$\frac{1}{4} = 1-0$$



$$\frac{1}{8} = 1'-0"$$