



Historic Resources Commission

Meeting Agenda

July 9, 2019 at 6:00pm
Council Chambers, 201 S Main St

1. Pledge of Allegiance and opening invocation
2. Approve minutes of the June 11, 2019 meeting
3. COA 1913 Elm St. Mural, Jason Cox
4. COA 1914 Scott Building Mural, Jason Cox
5. COA 1915 Press Mural, Jason Cox
6. Façade Grant Progress Update
7. Architectural Inventory – NCSHPO Cost Estimate
8. City Council Updates, Melody Wiggins
9. Additional items
10. Adjourn

The next Historic Resources Commission meeting will be held on **August 13, 2019**.

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

HISTORIC RESOURCES COMMISSION
Tuesday, June 11, 2019

The Historic Resources Commission held a called meeting on Tuesday, June 11, 2019 at 6:00 p.m. in the Council Chambers of the Graham Municipal Building. Commission Members present were Cary Worthy, Helen Sharpe, Jeanette Beaudry, Elaine Murrin, Carla Smith. Absent was Grace Baldwin. Staff members present included Alexa Powell, City Planner, Debbie Jolly Zoning & Inspection Technician and Mary Faucette, Downtown Development Coordinator.

Chair Cary Worthy called the meeting to order.

Pledge of Allegiance. Cary Worthy requested a moment of silence. Cary ask to remember Jerry and his family.

1. Approval of the minutes from the May 14, 2019 meeting. Helen Sharpe made a motion to approve minutes. Carla Smith seconded. All voted aye.
2. Façade Grant Matrix Draft Criteria- Alexa presented the Façade Draft to the commission. It was broken down in eleven categories. The commission had a discussion about contractor quotes and Cary asked for this section to be struck from the matrix. The HRC would like to remove the information in the parentheses from the level of rehabilitation section. Elaine made a motion for the Façade Grant Matrix to be accepted with the changes identified above. Carla seconded. All voted Aye. Elaine Murrin made a motion to reject any application submitted after the deadline and those applications will not be eligible for grant funds nor will the application be presented to the commission. Jeanette Beaudry seconded. All voted Aye. Cary Worthy made a motion to require COA has to have prior approval to be eligible for the grant. Staff recommended holding off on a vote about this particular item until staff could get a legal opinion about this from the City Attorney. Cary made a motion to change the opening date on the application to July 1st for date of application to go out, September 16th will be the closing date at 5 pm in hands of staff only Alexa Powell. Carla Smith seconded. All voted Aye.
3. Architectural Inventory- Alexa update the commission that we have no estimate yet. She will follow up with them this month.
4. Architectural Walking Tours- Mary Faucette Pilot test in April no other update right now.
5. Upcoming Training Opportunities- Town of Hillsborough all day on Saturday, send out email to you. There is a 25.00 fee. Walking tour June 22 if anyone is interested. Other commission meeting Burlington is same night as us, Winston is at 4pm we could not make that. Hillsborough has one in August we can do. Look into fall walking tours. These are some upcoming opportunities:
 - a. Historic Brickwork Restoration
 - i. Sat, June 29, 2019 from 9:00 AM – 4:00 PM
Burwell School Historic Site (319 North Churton Street, Hillsborough, NC 27278)
Registration Fee: \$25
 - ii. <https://www.eventbrite.com/e/historic-brickwork-restoration-workshop-tickets-60204099081?aff=ebdssbeac>
 - b. Historic Hillsborough Guided Walking Tour

- i. June 22 @ 11:00 am - 12:30 pm (150 E. King St. Hillsborough, NC 27278)
- c. Other Commission Meetings - Options
 - i. Winston-Salem First Wed. of Month – 4PM Fifth Floor, 100 E. First Street, Winston-Salem (Not in July)
- d. Burlington Historic Preservation Commission
 - i. Same nights as Graham HRC Meeting, 2nd Tuesday, 425 S Lexington Avenue, Municipal Building
- e. Hillsborough HRC
 - i. August 7th at 7PM, Town Hall Annex Board Meeting Room, 105 E. Corbin St., Hillsborough
- 6. Public Education Ideas – Architectural Exhibit, Window Restoration Workshop, cleaning masonry workshop, etc.
- 7. Review Inter-Local Agreement with County – Graham would be eligible for CLG Funds if sign the agreement but would remove all local control and decisions including COAs would be made by the county. Alternatively, staff is looking into the Covington Foundation Grant which is awarded biannually with submissions due in August and March.
- 8. City Council Update – Melody Wiggins- You have a new member. City council approved task force she will check with the original task force member to see if they are interested. Do not give up hope on money for your inventory City Council is aware that inventory needs to be done of Architectural inventory and business inventory.
- 9. Additional Items – Mary Faucette asked the commission to pencil in July 11th Consultants for small area plan will be back in town. More details to be sent out.
- 10. Adjourn Carla made a motion to adjourn. Elaine Murrin seconded. All vote aye

With no further business the meeting was adjourned.

Respectfully submitted,
Debbie Jolly



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: 102 W Elm St
Property Owner: Carolina Property Holdings

Project

General description of each modification or improvement:

Painting of mural on Northern Facade of building.

Attached example is illustrative of the intended piece, and may not be 100% identical as a result of being an individual artistic piece.

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: Jason Cox
☒ Property Owner ☐ Lessee ☐ Other _____
Mailing Address: 200 N Main St, Third Floor
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.

Jason Cox Digitally signed by Jason Cox
Date: 2019.06.10 11:25:51 -04'02' 6/10/19

Signature of Applicant _____ Date _____

Signature of Owner, when applicable _____ Date _____

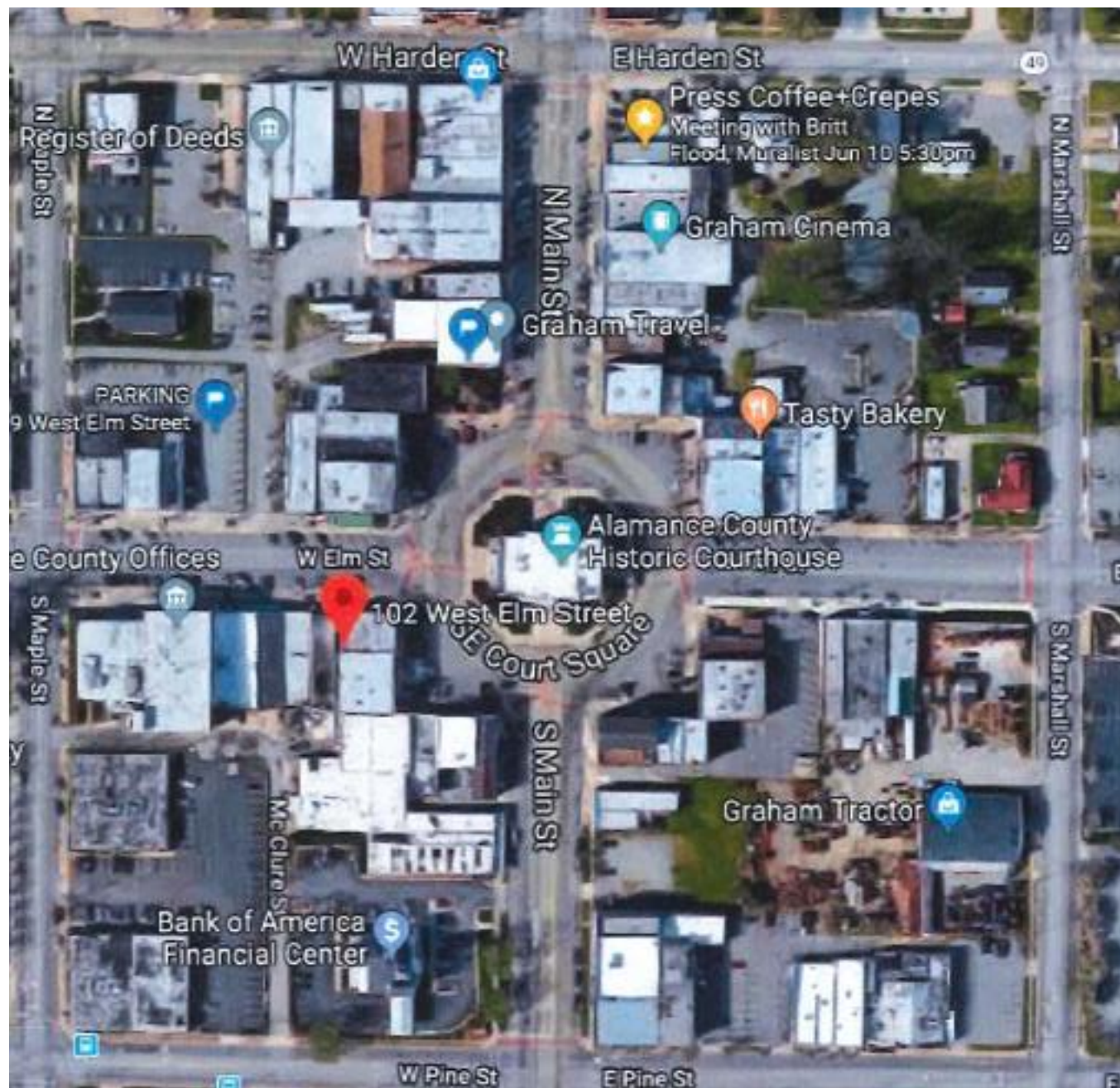
Representation at HRC Meeting

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: Owner Rep
Phone #: (336) 263-1180
Email: jason@aedosgrp.com

FOR OFFICE USE ONLY	
Received by: <u>AP</u>	Remarks: <u>COA1903</u>
Received date: <u>6/10/19</u>	
Tax Map #: <u>888414530</u>	
HRC date: <u>7/9/19</u>	







STAFF REPORT

Prepared by Alexa Powell, Planner

Scott Building Mural (COA1913)

Type of Request: Certificate of Appropriateness

Meeting Dates

Historic Resources Commission
on July, 2019

Location

102 W. Elm St.
GPIN: 8884145301

Summary

The applicant is requesting approval of a Certificate of Appropriateness (COA) for a mural on 102 W. Elm. The wall on which the proposed mural would be on measures approximately 25ft by 50ft which would allow up to 63 sq/ft of sign (based on the Development Ordinance which allows up to 5% coverage for wall signs). The requested mural measures the entire span of the building (approx. 1,250 sq/ft) which exceeds the maximum allowable size for a wall sign identified by the Development Ordinance which is beyond staff authority but within the purview of the HRC.

See map of the proposed location. Attached is the COA application.

Special Significance

Scott Building

101 North Main Street Ca. 1900;

Pivotal Two-story common bond commercial building with decorative brickwork built circa 1900 by James Sidney Scott and W.C. Donald. The modern first story renovation contains a west (front) elevation with picture windows, a recessed entrance containing glass double doors and a flat roof overhang. The second story front elevation consists of three single sash windows on either side of a center double window all beneath individual awnings and semi-circular arched windows. The connecting arches spring from pilaster strips that separate second story bays on the front elevation. Yellow brick distinguished the building where it is employed in the semicircular arches, in the string course below the brick patterned entablature and along the roof's ledge. Yellow brick is also used in monumental pilasters which appear at the building's corners and side elevations.

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

Historic Resources Handbook;

B. Building Exteriors

2. Masonry

- B.2.7 Unpainted masonry should not be painted.

7. Exterior Walls

- B.7.6. It is not appropriate to paint or coat unpainted historic exterior walls.

12. Exterior Colors

- **B.12.4** Materials such as brick, stone, wood shingles, and certain metals, which have historically been unpainted, should not be painted.
- **B.12.6** Soft, porous brick originally painted should remain painted. Select paint that is formulated for the particular surface application planned

Appendix A. Historic District Design Guidelines for Signs

- Signs should be compatible with the structure in size, scale, style, material, and graphics.
- Development Ordinance Section 10.400 Area; height

	Wall Signs
District	Maximum Percentage of Facade Coverage
B-1	5

Building Dimensions

Approx. 50 x25 feet = 1,250sq/ft

5% of 1,250 = 62.5 sq/ft

Maximum sign = 62.5 sq/ft

Motion Language:

I have thoroughly researched the application and all other documents related to COA 1913 and I am familiar with the property in question.

Finding of Fact:

And I find that if produced in accordance with the plans submitted, the mural will be Compatible [or] Incompatible with the character of the mid-nineteenth century Courthouse Square Historic District.

Motion to Grant/Deny COA:

I move to Approve [or] Approve with conditions [or] Deny the application for COA 1913 for the property located at 102 W. Elm St. as submitted because it does [or] does not meet the following criteria:

1. The proposed change(s) does [or] does not meet the **Development Ordinance; Appendix A. Historic District Design Guidelines for Signs** with regard to the size and scale.
2. The proposed changes are [or] are not compatible with the character of the district for the reasons that the size of the signs are [or] are not in harmony with our design guidelines and the character of the overall district and adjoining properties.



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Property

Street Address: 4 NE Court Square

Property Owner: Carolina Property Holdings

Project

General description of each modification or improvement:

Painting of mural on Southern Facade of building, within the existing painted area's width on the left-most bay.

Attached example is illustrative of the intended piece's general content, to contain child painting on the wall with various colors of inspirational/aspirational words, quotes, etc.

If any significant material change is intended content, such will be provided for review.

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: Jason Cox

☒ Property Owner ☐ Lessee ☐ Other

Mailing Address: 200 N Main St, Third Floor

City, State, Zip: Graham, NC 27253

Phone # (336) 263-1180

Email: jason@themonroecompanies.com

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☒ 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.

Jason Cox

Digitally signed by Jason Cox
Date: 2019.06.10 11:42:42 -0400 6/10/19

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

Phone # (336) 263-1180

Email: jason@themonroecompanies.com

FOR OFFICE USE ONLY	
Received by: <u>AP</u>	Remarks: <u>COA 1914</u>
Received date: <u>6/10/19</u>	
Tax Map # <u>8884147554</u>	
HRC date: <u>7/9/19</u>	





STAFF REPORT

Prepared by Alexa Powell, Planner

Scott Building Mural (COA1914)

Type of Request: Certificate of Appropriateness

Meeting Dates

Historic Resources Commission
on July, 2019

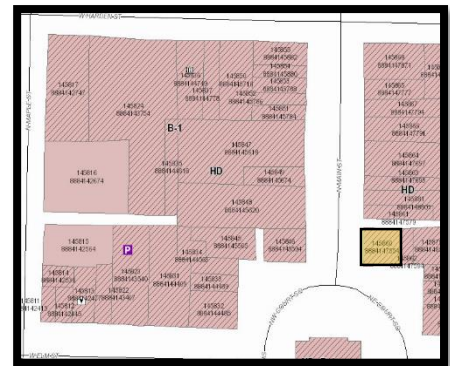
Location

4 NE Court Sq.
GPIN: 8884147554

Summary

The applicant is requesting approval of a Certificate of Appropriateness (COA) for a mural on the Scott building facing Court Sq. The wall on which the proposed mural would be on measures approximately 14ft by 12ft which would allow up to 8.4 sq/ft of sign (based on the Development Ordinance which allows up to 5% coverage for wall signs). The requested mural is the size of the existing painted block (approx. 168 sq/ft) which exceeds the maximum allowable size for a wall sign identified by the Development Ordinance which is beyond staff authority but within the purview of the HRC.

See map of the proposed location. Attached is the COA application.



Special Significance

Scott Building

101 North Main Street Ca. 1900;

Pivotal Two-story common bond commercial building with decorative brickwork built circa 1900 by James Sidney Scott and W.C. Donald. The modern first story renovation contains a west (front) elevation with picture windows, a recessed entrance containing glass double doors and a flat roof overhang. The second story front elevation consists of three single sash windows on either side of a center double window all beneath individual awnings and semi-circular arched windows. The connecting arches spring from pilaster strips that separate second story bays on the front elevation. Yellow brick distinguished the building where it is employed in the semicircular arches, in the string course below the brick patterned entablature and along the roof's ledge. Yellow brick is also used in monumental pilasters which appear at the building's corners and side elevations.

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

Historic Resources Handbook;

B. Building Exteriors

2. Masonry

- **B.2.7** Unpainted masonry should not be painted.

7. Exterior Walls

- **B.7.6.** It is not appropriate to paint or coat unpainted historic exterior walls.

12. Exterior Colors

- **B.12.4** Materials such as brick, stone, wood shingles, and certain metals, which have historically been unpainted, should not be painted.
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- Signs should be compatible with the structure in size, scale, style, material, and graphics.
- Development Ordinance Section 10.400 Area; height

	Wall Signs
District	Maximum Percentage of Facade Coverage
B-1	5

Building Dimensions

Approx. 12 x14 feet = 168 sq/ft

5% of 168 = 8.4 sq/ft

Maximum sign = 8.4 sq/ft

Motion Language:

I have thoroughly researched the application and all other documents related to COA 1914 and I am familiar with the property in question.

Finding of Fact:

And I find that if produced in accordance with the plans submitted, the mural will be Compatible [or] Incompatible with the character of the mid-nineteenth century Courthouse Square Historic District.

Motion to Grant/Deny COA:

I move to Approve [or] Approve with conditions [or] Deny the application for COA 1914 for the property located at 4 NE. Court Sq. as submitted because it does [or] does not meet the following criteria:

3. The proposed change(s) does [or] does not meet the **Development Ordinance; Appendix A. Historic District Design Guidelines for Signs** with regard to the size and scale.
4. The proposed changes are [or] are not compatible with the character of the district for the reasons that the size of the signs are [or] are not in harmony with our design guidelines and the character of the overall district and adjoining properties.



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Property

Street Address: 133 N Main St

Property Owner: Mixon

Project

General description of each modification or improvement:

Painting of mural on Northern Facade of building.

Attached example is illustrative of the intended piece, and may not be 100% identical as a result of being an individual artistic piece.

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:

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Applicant

Name: Jason Cox

☒ Property Owner ☐ Lessee Other

Mailing Address: 200 N Main St, Third Floor

City, State, Zip: Graham, NC 27253

Phone # (336) 263-1180

Email: jason@aedosgrp.com

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☒ 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.

Jason Cox Digitally signed by Jason Cox
Date: 2019.06.10 11:45:57 -0400 6/10/19

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.

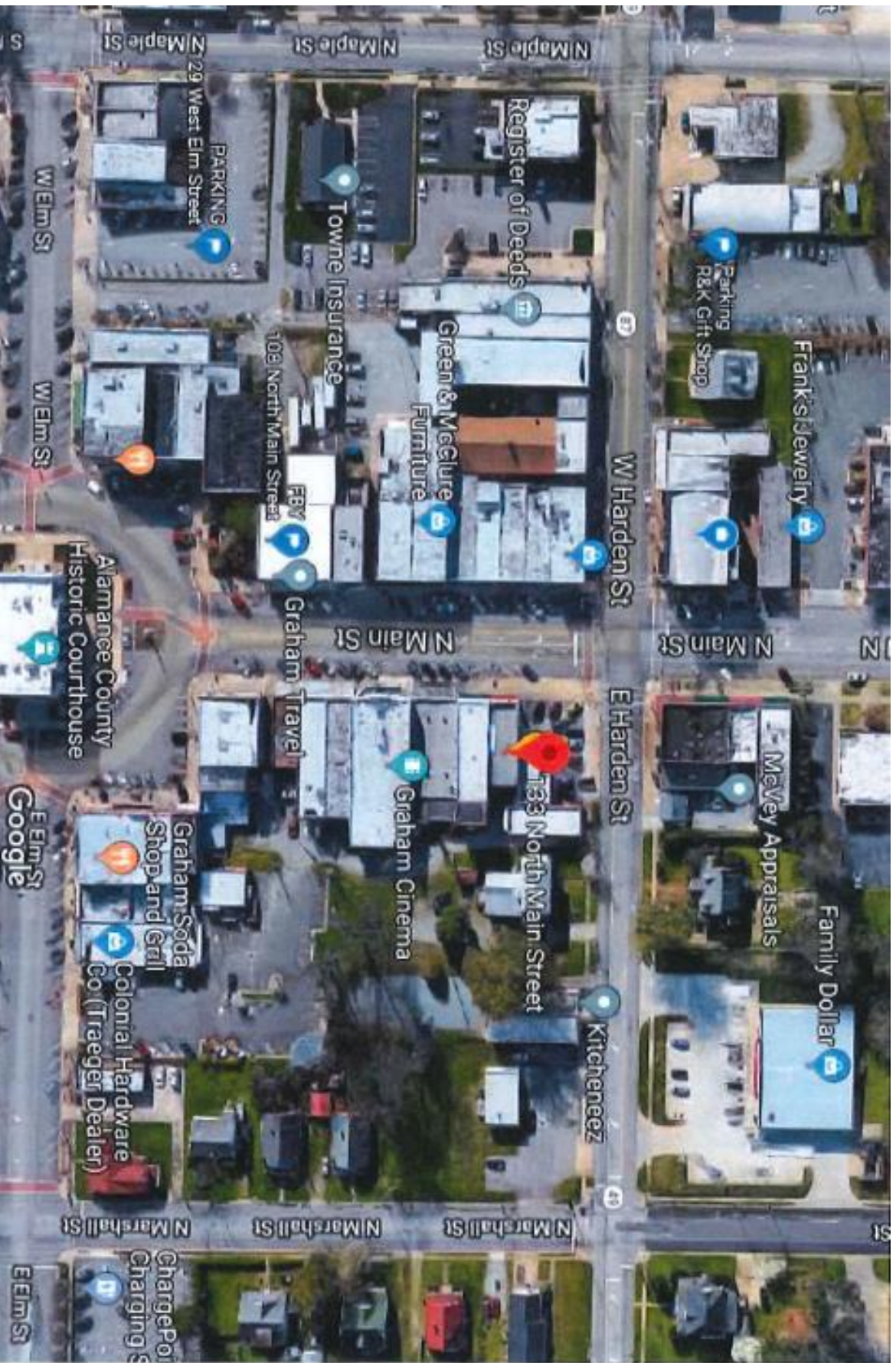
Name: Jason Cox

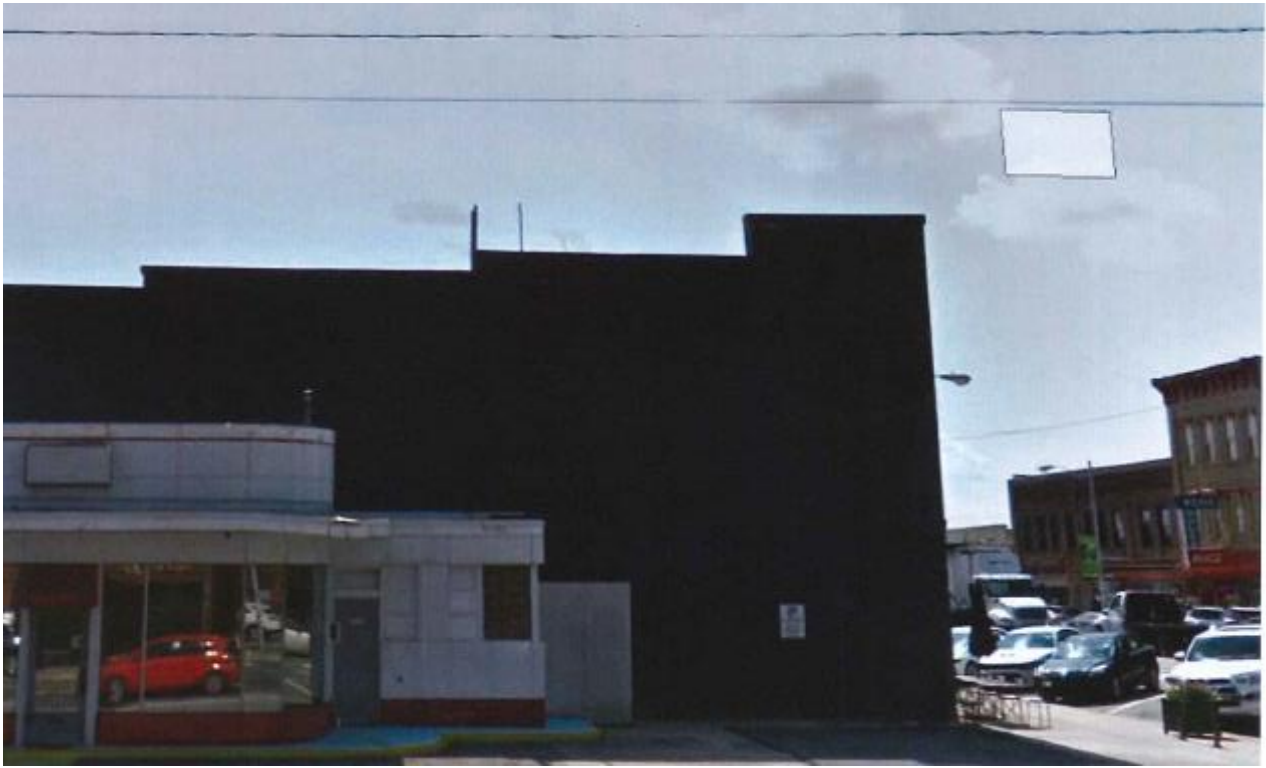
Relationship to Applicant: Owner Rep

Phone # (336) 263-1180

Email: jason@aedosgrp.com

FOR OFFICE USE ONLY	
Received by: <u>AP</u>	Remarks:
Received date: <u>6/10/19</u>	<u>COA 1915</u>
Tax Map # <u>028414777</u>	
HRC date: <u>7/9/19</u>	







STAFF REPORT

Prepared by Alexa Powell, Planner

Press Mural (COA1915)

Type of Request: Certificate of Appropriateness

Meeting Dates

Historic Resources Commission
on July, 2019

Location

133 N. Main St.
GPIN: 8884147777

Summary

The applicant is requesting approval of a Certificate of Appropriateness (COA) for a mural on the side of the Press building. See map of the proposed location. The wall on which the proposed mural would be on measures approximately 30ft by 103 ft which would allow up to 180 sq/ft of sign (based on the Development Ordinance which allows up to 5% coverage for wall signs). The requested mural measures the entire span of the building (approx. 3,600sq/ft minus the area of the neighboring building) which exceeds the maximum allowable size for a wall sign identified by the Development Ordinance which is beyond staff authority but within the purview of the HRC.

Special Significance

133 North Main Street (ca. 1923)

Contributing Two-story brick building with flat roof built by R. N. Cook and Dr. O. J. Paris. The building has round arches on the second story similar to those on the Vestal Hotel. It also has corbelled cornice and pilasters. The first story displays a modern glass store front.

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

Historic Resources Handbook;

B. Building Exteriors

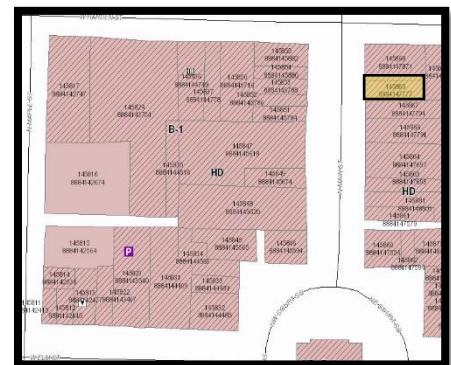
2. Masonry

- **B.2.7** Unpainted masonry should not be painted.

7. Exterior Walls

- **B.7.6.** It is not appropriate to paint or coat unpainted historic exterior walls.

12. Exterior Colors



- **B.12.4** Materials such as brick, stone, wood shingles, and certain metals, which have historically been unpainted, should not be painted.
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- Signs should be compatible with the structure in size, scale, style, material, and graphics.
- Development Ordinance Section 10.400 Area; height

	Wall Signs
District	Maximum Percentage of Facade Coverage
B-1	5

Building Dimensions

Approx. 103x30 feet = 3,600sq/ft

5% of 3,600 = 180 sq/ft

Maximum sign = 180 sq/ft

Motion Language:

I have thoroughly researched the application and all other documents related to COA 1915 and I am familiar with the property in question.

Finding of Fact:

And I find that if produced in accordance with the plans submitted, the mural will be Compatible [or] Incompatible with the character of the mid-nineteenth century Courthouse Square Historic District.

Motion to Grant/Deny COA:

I move to Approve [or] Approve with conditions [or] Deny the application for COA 1915 for the property located at 133 N. Main St. as submitted because it does [or] does not meet the following criteria:

5. The proposed change(s) does [or] does not meet the **Development Ordinance; Appendix A. Historic District Design Guidelines for Signs** with regard to the size and scale.
6. The proposed changes are [or] are not compatible with the character of the district for the reasons that the size of the signs are [or] are not in harmony with our design guidelines and the character of the overall district and adjoining properties.