



# Historic Resources Commission

## Meeting Agenda

December 10, 2019 at 6:00pm  
Council Chambers, 201 S Main St

1. Pledge of Allegiance and opening invocation
2. Approve minutes of the November 12, 2019 meeting
3. Leadership Elections
4. COA 1928 Mural, Mary Faucette
5. Façade Grant Scoring Matrix Language Revision
6. Façade Grant Funding Request
7. Affirmative Maintenance Ordinance Update
8. City Council Updates, Melody Wiggins
9. Additional items
10. Adjourn

The next Historic Resources Commission meeting will be held on **January 14, 2019**.

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

HISTORIC RESOURCES COMMISSION  
Tuesday, November 12, 2019

The Historic Resources Commission held a called meeting on Tuesday, November 12, 2019, at 6:00 p.m. in the Council Chambers of the Graham Municipal Building. Commission Members present were Cary Worthy, Elaine Murrin, Jeanette Beaudry, Carla Smith. William Copeland and Grace Baldwin were absent. Staff member present was Alexa Powell City Planner and Debbie Jolly Zoning/Inspection Technician Nathan Page, Director City Planner and Mary Faucette, Downtown Development Coordinator

Chair Cary Worthy called the meeting to order.

Pledge of Allegiance and moment of silence.

Approve minutes of the October 8, 2019 meeting. Carla Smith made a motion to approve and Jeanette Beaudry seconded. All voted aye. Cary asked people to sign up to provide testimony or evidence on behalf of a COA item.

3. COA 1925 – Camper Art Installation – Jennifer Talley – Elaine Murrin recused herself from the discussion since she had filed a complaint. Staff presented the COA application to the commission. Jennifer Talley - 808 Sideview St. presented her project to the HRC and explained she did not know the campers were not allowed. The commission asked several questions with regard to the character of the district. Chuck Talley - 808 Sideview St. provided testimony on the campers and offered a compromise to limit the dates for the campers after the holidays. The Chair closed the public meeting. The commission had a brief discussion. Cary Worthy made a motion to approve application COA 1925 property SE Court Sq. with a limit time to be removed by January 12, 2020. No second. Carla Smith made a motion granting approval for the campers as art installation on the property located at 13 SE Court Sq. for a temporary period of time with the condition that it be removed by January 10<sup>th</sup>, 2020. Cary Worthy seconded. The vote was 2 to 1 in favor of approval. Jeanette Beaudry opposed. The motion was approved.

4. Affirmative Maintenance Update - Staff gave a presentation on research from around the state about demolition by neglect ordinances as well as the legislative language granting authority for such provisions if adopted by the governing board. These regulations could only be applied in a local historic district. The commission had a brief discussion about whether this was needed in the Court Square historic district. The HRC agreed that it was important to at the very least do additional research around this topic as a committee and draft specific recommendations before bringing it before Council. Several members volunteered to serve in this capacity including, Cary Worthy, Jeanette Beaudry, and Carla Smith. A committee meeting was requested to be scheduled.

5. At the previous meeting several HRC members requested for there to be discussion around adding Black/White paint to the list of colors that could be approved administratively as a minor COA. Staff displayed a Sherwin Williams black and white color swatch. The commission had a brief discussion. Carla Smith made a motion to amend to add black (SW6993) and white (SW7757) to the list of Sherwin Williams paint colors that may be approved as minor COA. Elaine Murrin Seconded. All voted Aye.

6. Discuss Façade Grant Process - The commission went over changes they would like to see made to the criteria matrix for the next grant cycle. The chair requested for staff to include the Historic Designation of the property listed on the map in the design guidelines on the application or in the staff report ahead of the meeting. Staff will provide a revised draft for consideration at the next meeting for adoption. There was also discussion about whether art fit within the scope of the HRC Façade Grant. After further discussion, the group decided not to exclude art but recognized that depending on the strength of other applications art may not score as well as other projects and that perhaps the Appearance Commission might be the more appropriate body to request funds from related to such projects. The HRC also suggested that the AC might wish to consider adding language that prohibits the same project from being funded by both the HRC and AC or at least not at a level exceeding the required 50% private match.

7. City Council Updates- Melody Wiggins. The Downtown Plan was approved with several conditions. The City Council approved the first reading of the Board and Commissions Code of Ordinance text amendment but it did not receive a 3/4ths majority so it will require a second reading at the next Council meeting.

8. Additional Item - Mary Faucette is working on another project for a mural for the downtown area with historical content. We are still in the early stages of project development and securing property owner permission. Details coming soon.

Elaine Murrin made a motion made to adjourn seconded by Cary Worthy.

With no further business the meeting was adjourned.

Respectfully submitted,

Debbie Jolly

# STAFF REPORT

Prepared by Alexa Powell, Planner

## Mural, Mary Faucette (COA 1928)

**Type of Request:** Certificate of Appropriateness

### Meeting Dates

Historic Resources Commission  
on December 10, 2019

**Location**  
114 W. Elm St.  
Graham, NC 27253  
GPIN: 8884143267

### Summary

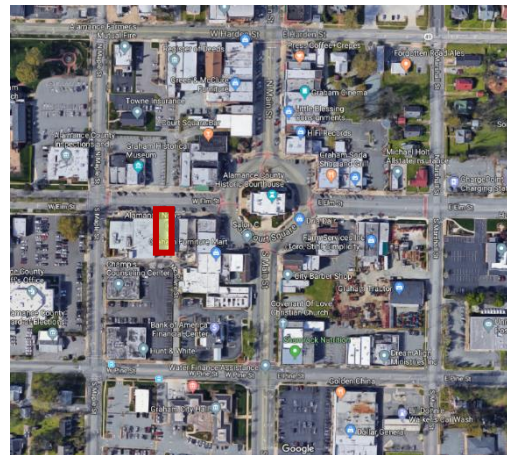
The applicant is requesting approval of a Certificate of Appropriateness (COA) for a mural to be painted on the North facing facade of 114 W. Elm St. The applicant indicates that the mural is to be painted on a substrate with the ability to be removed in the future. The area described in the application where this mural is proposed has been previously painted.

The wall on which the proposed mural would be on measures approximately 30ft by 18ft which would allow up to 27 sq/ft of sign (based on the Development Ordinance which allows up to 5% coverage for wall signs). The requested mural measures 10ft by 23ft (approx. 230 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.

Please see the map of the proposed location. Attached is the COA application along with images of the proposed art.

### Special Significance

Ca. 1940s; Contributing  
Single story brick building containing three store fronts. The fenestration of 101 W. Elm has been covered with plywood. The other two store fronts display decorative brick work above the metal awning and over the tile and glass store front. Brick pilasters are located at the corners and between the two bays.

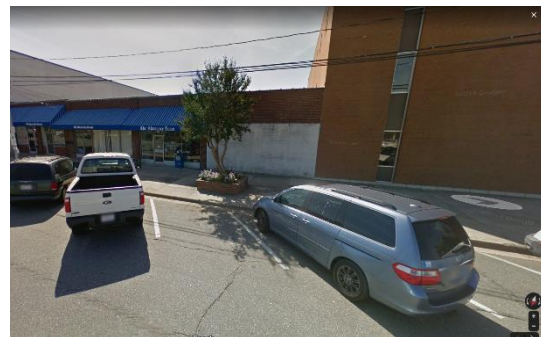


### Conformity to the *Historic Resources Handbook & Other Applicable Policies*

**Historic Resources Handbook;**

#### 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. 30 feet by 18ft = 540 sq/ft

5% of 540 = 27 sq/ft

Maximum sign = 27 sq/ft

**Motion Language:**

I have thoroughly researched the application and all other documents related to COA 1928 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 1928 for the property located at 114 W. Elm St. as submitted because it does [or] does not meet the following criteria:

The proposed change(s) does [or] does not meet the **Historic Resources Design Guidelines Appendix A: Historic District Design Guidelines for Signs**. The proposed changes are [or] are not compatible with the character of the district.



## 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

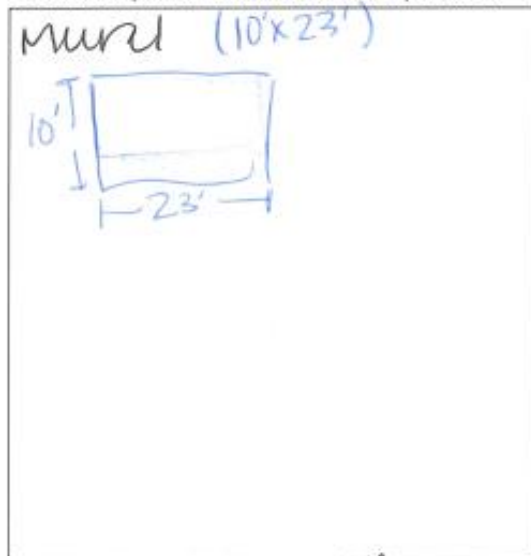
The Historic Resources Commission (HRC) processes applications for Certificates of Appropriateness for (1) any changes in the external appearance of existing structures; (2) design of new structures; and (3) demolition of existing structures, within locally designated historic districts or landmarks. Regulations for Certificates of Appropriateness can be found in Article IV, Division 10, Historic Resources, of the *Development Ordinance*.

### Property

Street Address: 114 W Elm Street  
Property Owner: Tom Boney

### 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: Mary Faucette  
 Property Owner  Lessee Other Community Dev. Board  
Mailing Address: PO Box 357  
City, State, Zip: Graham NC 27253  
Phone # 336-246-2248  
Email: mfaucette@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.

Mary 11.25.19  
Signature of Applicant Date

Signature of Owner, when applicable Date

### Representation at HRC Meeting

Who will represent the applicant at the HRC meeting? NA  
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 1928</u>
Received date: <u>11/25/19</u>	
Tax Map # <u>8884143267</u>	
HRC date: <u>12/10/19</u>	

## 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.





