



Historic Resources Commission

Meeting Agenda

March 3, 2019 at 6:00pm
Council Chambers, 201 S Main St

1. Pledge of Allegiance and opening invocation
2. Approve minutes of the December 10, 2019 meeting
3. Oath of Office
4. COA 2002 Brantley Building, Chuck Talley
5. Façade Grant + Architectural Survey Funding Request
6. Year in Review 2019 Presentation
7. City Council Updates, Melody Wiggins
8. Additional items
9. Adjourn

The next Historic Resources Commission meeting will be held on **April 7, 2020**.

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

HISTORIC RESOURCES COMMISSION
Tuesday, December 10, 2019

The Historic Resources Commission held a called meeting on Tuesday, December 10, 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 and William Copeland. Grace Baldwin was absent. Staff member present was Alexa Powell City Planner and Debbie Jolly Zoning/Inspection Technician.

Chair Cary Worthy called the meeting to order. Pledge of Allegiance and moment of silence.

Approve minutes of the November 12, 2019 meeting. William Copeland made a motion to approve and Elaine Murrin seconded. All voted aye.

Leadership Elections - William Copeland made a motion to elect Cary Worthy as Chair, Jeanette Beaudry seconded. All voted Aye. Carla Smith nominated Elaine Murrin seconded by Jeanette Beaudry. All voted Aye. Cary announced that City council are moving their meeting to the second Tuesday of the month, this is when HRC meets we need to move our meeting. Elaine made a motion to change the meeting from the second Tuesday of the month to the first Tuesday of the month. Seconded by Carla Smith. All voted Aye.

COA 1928 Mural, Mary Faucette – pulled from the meeting.

Façade Grant Scoring Matrix Language Revision- Alexa Powell went over the changes she had made from the last meeting, the commission had a brief discussion about changes. Carla made a motion that we ask staff to add information to the staff report about the application completing the previous project was completed. Seconded by Elaine Murrin. All voted Aye.

Façade Grant Funding Request- The commission discuss that they would like to request funds for the inventory and not the façade grant. Cary Worthy will help draft a letter. William Copland made a motion to approve. Seconded by Carla Smith. All voted Aye.

Affirmative Maintenance Ordinance- Alexa stated still in the process.

Update City Council Updates, Melody Wiggins- City council did pass the Task Force and all the ordinance was passed, term limited was passed for 3 terms. Christmas Luncheon is tomorrow.

Additional items - Alexa Powell gave a brief update on a meeting she went to in Oxford.

Adjourn- Elaine Murrin made a motion to Adjourn. Seconded by Carla Smith.

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: 21 SE Court Sq
Property Owner: Court Square Development Group

Project

General description of each modification or improvement:

Adding set of stairs to North side of new building to access roof top dining area.

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: Chuck Talley
☒ Property Owner ☐ Lessee Other _____
Mailing Address: PO Box 872
City, State, Zip: Graham, NC 27253
Phone # (336) 229-4225
Email: grahamcinema@triadbiz.rr.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 of Applicant

Date

2-17-2020

Signature of Owner, when applicable

Date

2-17-2020

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.

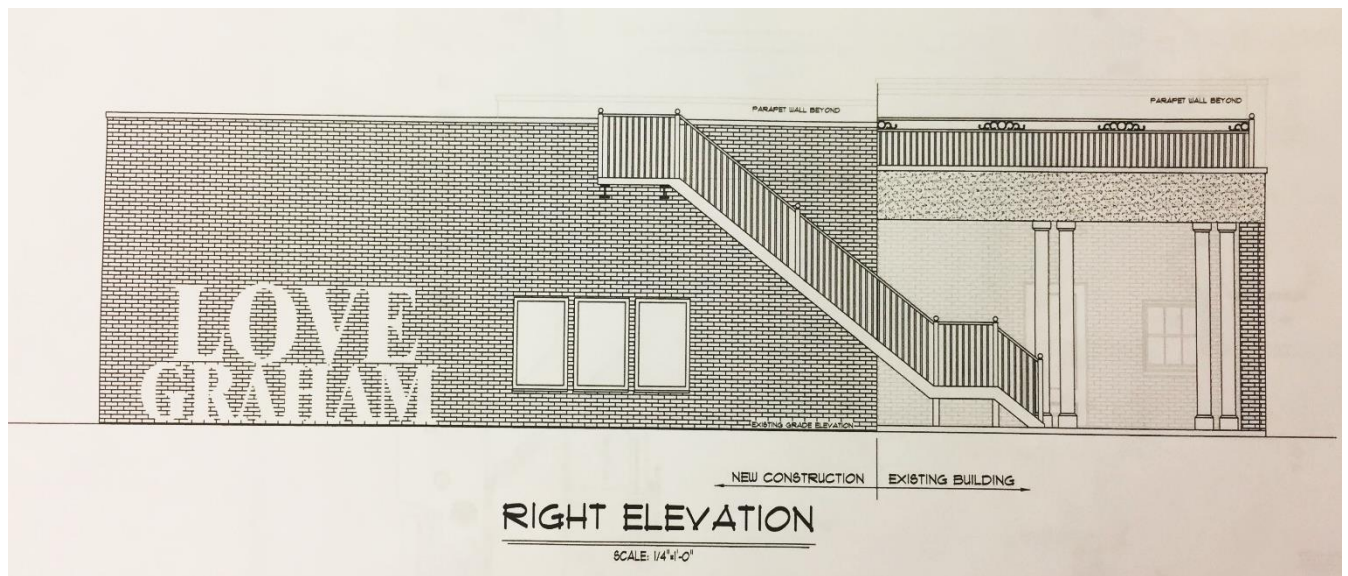
Name: Chuck Talley
Relationship to Applicant: Owner
Phone # (336) 229-4225
Email: grahamcinema@triadbiz.rr.com

FOR OFFICE USE ONLY	
Received by: <u>AP</u>	Remarks:
Received date: <u>2/17/20</u>	
Tax Map # <u>145873</u>	
HRC date: <u>3/3/20</u>	





Proposed New Construction



STAFF REPORT

Prepared by Alexa Powell, Planner

Brantley Building, Chuck Talley (COA 2002)

Type of Request: Certificate of Appropriateness

Meeting Dates

Historic Resources Commission
on March 16, 2020

Location

21 SE Court Sq.
Graham, NC 27253
GPIN: 8884148269

Summary

The applicant is requesting approval of a Certificate of Appropriateness (COA) for adding a set of stairs to the North side of a new building to access roof top dining area located at 21 SE Court Sq. Graham, NC 27253.

For context, a copy of COA 1702 is provided below identifying the previously issued approvals from the HRC for this property. In addition, a copy of the letter sent to the applicant following the March 14th, 2017 HRC meeting listing the specific elements of the project which were granted by the COA is included below. Based on these records the applicant received approval for a COA to raise the roof to 20x20 area, construct a new 20x20 area, install patio to remaining parking area, install roof along north side over patio area, install 3' wrought iron around patio with two gates, and landscape the existing sidewalk. On February 19, 2020 the property owner demolished a portion of the historic structure without the required COA approval from the HRC.

On Monday, February 17th, 2020 the applicant submitted a new COA application which is before the HRC for consideration but which lacks specificity about the proposed work given the recent demolition on the property and potential reconstruction of a structure in its place. The applicant may wish to review the new construction section of the design guidelines and resubmit their proposal outlining the elements identified. Without this level of detail, it is difficult for staff to provide assistance to the HRC in terms of what areas of the design guidelines to reference in the review process.

Special Significance

21 Court Square SE

Twentieth century; Contributing

Rectangular, brick building with L-shaped brick wall extending off northeast corner to form garage. Reworked modern store front on west elevation. The structure stands on the property listed as lot no. 5 in the original town plan.



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Property

Street Address: 21 S.E. Court Square

Property Owner: Courtsquare Development Group, L.L.C.

Project

General description of each modification or improvement:

Raise roof to 20x20 area.
Construct new 20x20 area.
Install patio to remaining parking area.
Install roof along north side over patio area.
Install 6' wrought around patio with 2 gates.
Landscape along existing sidewalk (flowering plants and 1 Chinese elm tree.)

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: Chuck Talley "Courtsquare Development Group"

☒ Property Owner ☐ Lessee ☐ Other

Mailing Address: P.O. Box 872

City, State, Zip: Graham, N.C. 27253

Phone #: 336-229-4225

Email: chucktalley21@hotmail.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 of Applicant:

1-30-2017

Date

Signature of Owner, when applicable

1/30/2017

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: _____

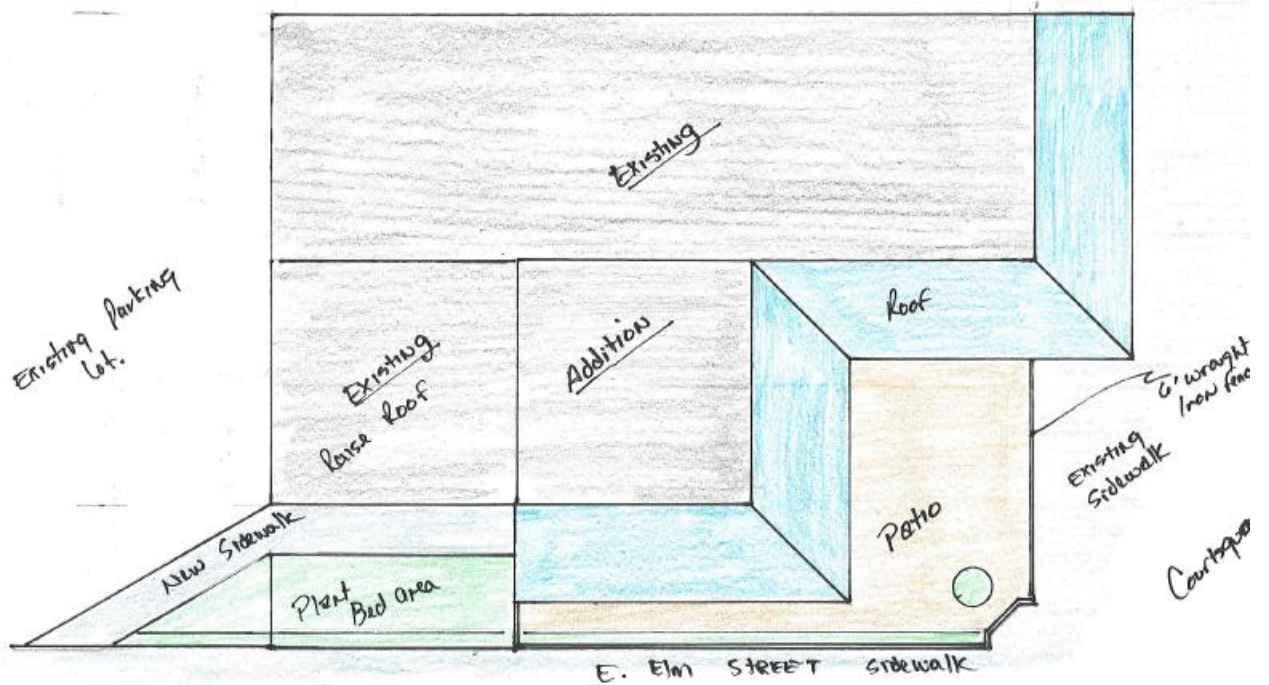
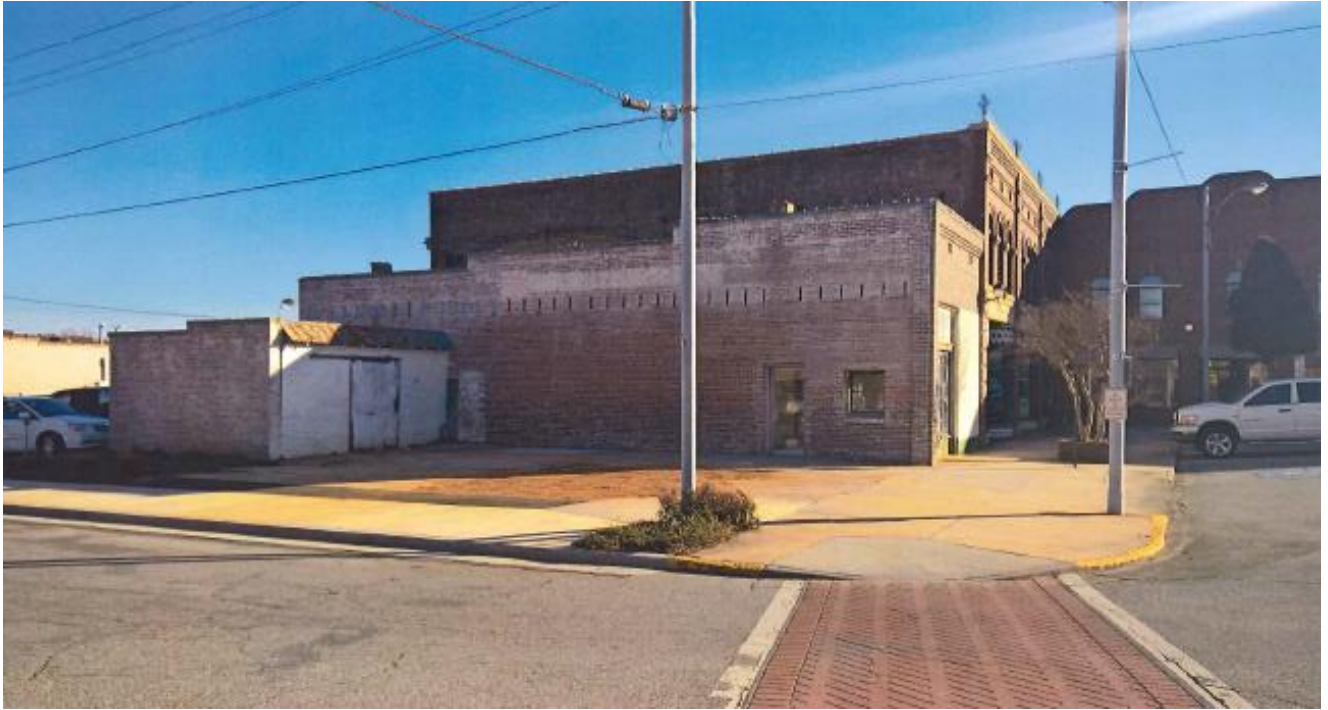
Phone #: _____

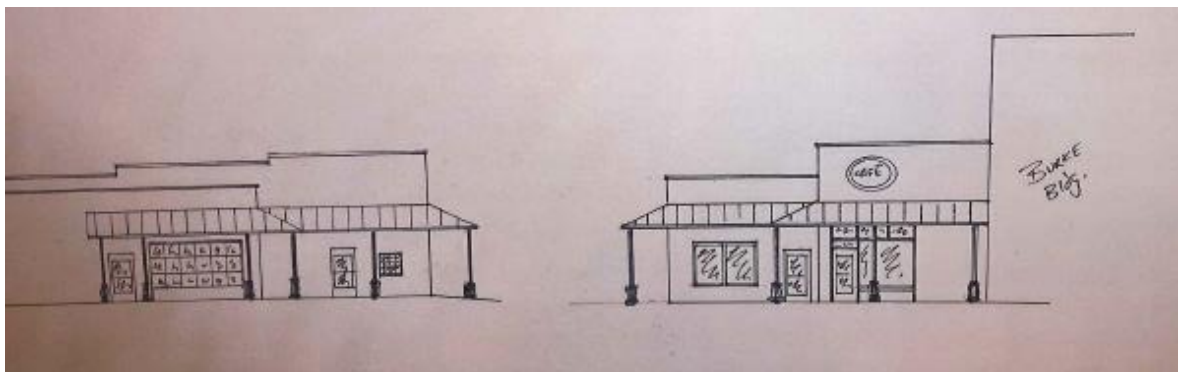
Email: _____

FOR OFFICE USE ONLY

Received by:	Remarks:
Received date:	
Tax Map #	
HRC date:	

revious: Beauty's Auto Sales
here: Restaurant with outside seating.





Copy of Original COA 1702 Approval Letter Sent to Applicant

City of Graham

P.O. Drawer 357
201 South Main Street
Graham, North Carolina 27253
336-570-6700 Fax 336-570-6703
www.cityofgraham.com

March 15, 2015

Chuck and Jennifer Talley
P.O. Box 872
Graham, NC 27253
chucktalley21@hotmail.com

RE: Approval of Certificate of Appropriateness for Brantley's Roof (COA1702)

Dear Mr. and Mrs. Talley,

At its meeting on March 14, 2017, the Historic Resources Commission approved your request for a Certificate of Appropriateness for the following work, as presented in your application, to be completed at 21 S. E. Court Square:

- Raise roof to 20x20 area
- Construct new 20x20 area
- Install patio to remaining parking area
- Install roof along north side over patio area
- Install 3' wrought iron around patio with two gates
- Landscape the existing sidewalk

Permits from the inspections departments will be necessary for much of this work, as well as an encroachment agreement with City Council. Additionally, colors selected for the roof must be from the Sherwin Williams Historic Color collection.

Should you have any questions, please contact me at npage@cityofgraham.com or 336-570-6705.

Sincerely,



Nathan Page
Planning Director

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

Historic Resources Handbook;

C. Additions to Existing Buildings

- C.1.3 Additions to existing buildings should be compatible with the size, scale, color, material, and character of the main building and its environment.
- C.1.4 New additions or alterations to buildings should not obscure or confuse the essential form and character of the original building.
- C.1.5 Avoid new additions or alterations that would hinder the ability to interpret the design character of the historic period of the district.
 - Alterations that seek to imply an earlier period than that of the building are inappropriate.
 - Alterations that seek to imply an inaccurate variation on historic style are also inappropriate.
- C.1.6 When locating additions to historic buildings, maintain the pattern created by the repetition of building fronts in the area. Site building additions behind the building so that they will not alter the historic rhythm of building fronts.

D. New Construction

1. Setback

This is the distance from the front wall of a building to the street. The use of continuous setback pattern ensures a strong and continuous streetscape and should establish a framework of order and coherence.

- D.1.1 Maintain the pattern and alignment of buildings established by the traditional setbacks from the street.
- D.1.2 No structure or part thereof shall extend nearer to or be required to be set back further from the front lot line than the average distance of the setbacks of the nearest principle buildings within 200 feet on each side of such and fronting on the same side of the street.

4. Lot Coverage

This is a measure of the density of developed land along each block front and for each lot.

- D.4.1 New construction should have a lot coverage similar to that of existing buildings in the district.

6. Landscaping

The key to a successful construction project is landscaping, especially where vegetation is well established. Heavy landscaping is essential if new buildings are to blend in with their surroundings.

- D.6.1 The site plan for new construction projects should identify existing trees, walls, walks, or other features that could be incorporated into the landscape design. Every effort should be made to save existing trees, shrubbery, and hedges.
- D.6.3 New trees should be planted along street fronts and parking areas.

7. Scale

Scale refers to the size of an object in relation to other objects in proximity and is determined by the relationship of a building mass to open space.

- D.7.2 New construction should incorporate architectural characteristics that can be used to create scale, such as trim work and details.
- D.7.3 Scale of elements of the new construction should be compatible with existing buildings.

8. Height

New buildings should have a height similar to that of nearby buildings. Height consistency is an important factor that contributes to the character of an area. Most block faces in the district contain a mixture of one and two story structures.

- D.8.1 The height of a new building should relate to the prevailing height along a street.

9. Form

This is the historic style of buildings in the district.

- D.9.1 The form of a new building should relate to the form of a nearby or adjacent historic building along the street.
- D.9.2 The roof of a new building should relate to the roofs of neighboring buildings in type, pitch, and materials. Roofing materials should be compatible with those of existing structures.

10. Openings

Buildings in the district display a variety of openings (windows and doors). In a sequence of building forms, the use of similarly proportioned openings establishes the association of structures. Openings that vary significantly within proposed new construction from that which exists in surrounding areas will have a disruptive effect on the entire character of the historic district.

- D.10.1 The pattern, arrangement, type, design, materials, and proportions of openings should be similar to those of nearby buildings in the district.
- D.10.2 The traditional storefront image should be preserved at the street level. This may be accomplished by maintaining large display windows characteristic of commercial buildings.
- D.10.3 The ratio of wall space to adjoining openings in a new building should be similar to nearby buildings.
- D.10.4 Frames in masonry buildings should be recessed in openings. Frames in wood buildings should have raised casing with dimensions similar to those found in historic buildings.
- D.10.5 Vinyl cladding and aluminum are inappropriate finish materials for windows in a new building.
- D.10.6 Snap-in muntins in windows in a new building should be avoided.

11. Materials and Textures

In the Courthouse Square Historic District, the existing dominant building material for the streetscape is brick. Other materials that may be seen in the district are wood, siding, or a combination. Also, materials such as stone or stucco may be used. Roofing materials may be asphalt shingles, tin, or slate. Sometimes, a mixture of building and roofing materials adds variety to the area, but it is important that those materials do not become disorganized. The use of artificial and composite materials for the exterior of new primary buildings is discouraged. Their possible approval for new construction will be determined on a case by case basis.

- D.11.1 Building materials and surface textures should be well-matched with those of surrounding structures.
- D.11.2 Materials such as steel, cast stone, concrete, and hardboard siding may be considered for a new building if they are used in a manner that is compatible with the construction techniques used for other structures in the district.
- D.11.3 Materials that are substantially different in character and appearance from historic materials should not be used in new construction.

Motion Language:

I have thoroughly researched the application and all other documents related to COA 2002 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 proposed addition will be Compatible [or] Incompatible with the character of the mid-nineteenth century Courthouse Square Historic District.

Motion to Grant/Approve with Conditions/Deny COA:

I move to Approve [or] Approve with conditions [or] Deny the application for COA 2002 for the property located at 21 SE Court Sq. as submitted because it does [or] does not meet the following criteria:

If approve or deny...

The proposed change(s) does [or] does not meet the **Historic Resources Design Guidelines Standards Section C Additions to Existing Buildings (reference specific item(s), examples that may apply include C.1.3, C.1.4, C.1.5, C.1.6) OR Section D New Construction (reference specific item(s), examples that may apply include D.1.1, D.1.2, D.4.1, D.6.1, D.8.1, D.9.1, D.9.2, D.10.1, D.10.2, D.10.3, D.10.4, D.10.5, D.10.6, D.11.1, D.11.2, D.11.3)**. Therefore, the proposed changes are [or] are not compatible with the character of the district.

If approve with conditions...

If the following changes are made to the proposal such as:

(list all desired changes to the proposal and how they relate to the requirements in the design guidelines)

then the project will meet the standards set out in the Design Guidelines and shall be permitted.

Alternatively, the HRC may choose to table the item until the next meeting...

I move to table COA 2002 for 21 SE Court Sq. in order for the Commission to seek guidance pursuant to the NC GS 160D-9-47(d). The application will be acted upon within a reasonable time period not to exceed 180 days.