

Historic Resources Commission

Agenda | January 4, 21 | 6:00 p.m.

Regular Meeting



Public charge: The Historic Resources Commission is charged with promoting, enhancing, and preserving the character of the historic district as well as landmarks, including the Courthouse Square Historic District.

1. Call to order

2. Roll call and confirmation of a quorum

3. Pledge of Allegiance and moment of silence

4. Commission's purpose

The purpose of this division is to recognize and preserve Graham's historical heritage. It provides that Graham's heritage might be safeguarded by preserving any district or landmark that embodies important elements of Graham's culture, history, architectural history or prehistory and promotes the use and conservation of those districts and landmarks for the education, pleasure and enrichment of the residents of and visitors to Graham.

5. Minutes review and approval

a. Regular meeting: November 2, 2021

6. New Business

a. Certificate of Appropriateness Applications

- i. **COA2116** - Applicant Brian Faucette | Installation of screening to conceal HVAC units/artist rendering to be included – 200 North Main Street
- ii. **COA2117** – Applicant Lisa Porterfield Clap | requesting approval for the installation of a vinyl sign – 10 Northeast Court Square

b. Annual election of Officers (Chair and Vice-Chair)

7. Updates

a. Staff

- i. COA2115 (Minor) | HiFi Records | awning installation

b. City Council

8. Adjournment

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Minutes of the November 2, 2021 Historic Resource Commission

The meeting was called to order by Chair Worthy at 6:00 pm.

The following Commissioners were present: Cary Worthy, Karen Chin, Jerome Bias, Zipporah Clark Baldwin, Jeanette Beaudry, Bonnie Whitaker and Matthew Haley. Debbie Jolly Zoning & Inspection Technician and Mary Faucette Downtown Coordinator, and Melody Wiggins City Council Liaison was absent.

Chair Worthy led the Pledge of Allegiance, and a moment of silence.

Approval of the October 5, 2021 meeting minutes. Zipporah Clark Baldwin made a motion to approve with changes that she listed. Matthew Haley seconded with changes. All voted Aye.

New Business

a. Certificate of Appropriateness Applications

- i. COA2113 – Karen Chin made a motion to open the public hearing. Seconded by Jeanette Beaudry. All voted Aye. Applicant Susana Goldman | Graham Public Library, is requesting to install a 24/7 holdiT self-service kiosk outside of the Graham Public Library located at 211 South Main Street. Mary Faucette presented the staff report. Susana Goldman- presented her project to the board. The commission ask Susana several question about the project. Cary Worthy closed the public comments. Bonnie Whitaker made a motion to close the public hearing. Seconded by Zipporah Clark Baldwin. All voted Aye. Zipporah Clark Baldwin I move that the Commission find as a fact that the proposed project for The Graham Public Library, COA2113, if constructed according to the plans reviewed at this meeting, A.2.2 A.3.1-A.3.4 B.2.2 B.12.1 and D.6.1 is congruous with the special character of the historic district, because the installation of a HoldiT self-service kiosk request is consistent with the finding of fact special character of the neighboring properties as a whole and is consistent with Design Standard. Seconded by Karen Chin. All voted Aye. Jeanette Beaudry made a motion I move that the commission approve with conditions, the application for COA2113 the concrete walk in the plaza be tinted or brick to match current plaza, to pick a color that matches the current historic pallet that they save the landscaping and the tree that is already there in the event the kiosk is anchored it is anchored to the concrete base or within the mortar joints on the wall and not the brick. Zipporah Clark Baldwin seconded. All voted Aye.
- ii. COA2114 –Cary ask for motion to move into public hearing. Jerome Bias made a motion. Seconded by Bonnie Whitaker. All voted Aye. Applicant Maricle Metals, is requesting to install two full glass garage doors located at 101 East Harden Street. Mary Faucette presented the staff report. Jullian Maricle presented her project to the commission. The commission had a few question about the project. Chair Worthy closed the public comments. Zipporah Clark Baldwin made a motion to close the public meeting. Seconded

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by Matthew Haley. All voted Aye. Bonnie Whitaker, I move that the Commission find as a fact that the proposed project for Maricle Metals, COA2114, if constructed according to the plans reviewed at this meeting, is in B.12.1, B.8.1, B.12.7, B12.4, B.12.2, D.11.1, B.8.2 is congruous with the special character of the historic district, because the installation of the two garage doors requests is consistent with the special character of the neighboring properties as a whole and is consistent with Design Standards. Seconded by Zipporah Clark Baldwin. All voted Aye. Jerome Bias I move that the commission approve, with conditions, that the muntin styles and frames of the doors be painted white for application for COA2114. Seconded by Bonnie Whitaker. All voted Aye.

5. Updates

a. Staff – Mary Faucette stated there had been an issue where a façade grant application being received was pushed to the junk email, it was retrieved and sent to Mary and the security filter sent it to the junk mail again. When it was retrieved and reviewed it was in good standing, Assistant City manager Arron Holland gave his approve for this to be heard tonight, and extend the grant by 5000.00 to give HRC the opportunity to the Marcle Metal application. Mrs. Faucette ask when the commission would like to take action on it. Bonnie Whitaker made a motion to hear this tonight. Seconded by Karen Chin. All voted Aye. Bonnie Whitaker made a motion to approve Maricle Metals at 101 East Harden Street for the façade grant in the amount of 5000.00. Seconded by Zipporah Clark Baldwin. All voted Aye. Update Mary Faucette concluded with a summary from the October 21, 2021 vision forum. She will continue to keep the HRC informed as Graham progresses forward within the Main Street program.

b. City Council

City Council Updates –Mary Faucette update that a new City manager Megan Garner has been hired and would be starting November 15.

Zipporah Clark Baldwin made a motion to adjourn. Bonnie Whitaker seconded. All voted Aye.

Meeting adjourned – 8:00 PM.

Minutes respectfully submitted,

Debbie Jolly

STAFF REPORT

Prepared by Mary Faucette, Downtown Development Coordinator



Certificate of Appropriateness Application

i. COA2116 – Applicant Brian Faucette | 200 North Main Street



Historic Inventory information (Architecture):

Circa 1906; Pivotal

Mont-White Theatre @ 200 North /Co|Operative

Richly detailed, three-story with blonde brick building on the east (N. Main St.) elevation and on the cutaway, corner facing the Main-Harden intersection, and red brick on the south (W. Harden St.) elevation. Contrasting shades of brick and rusticated stone accentuate the building's numerous decorative features, including round – arched transoms at the first and second stories, belt courses between the floors, and elaborate corbelled occurring at the roof line.

Proposal: Applicant is requesting to install screening to conceal six HVAC units. The screening will consist of a wooden frame with a metal support frame. The covering material will have an artistic rendering on the exterior.

Staff Report: With Council's approval on February 9, 2021 the City Manager was authorized to enter into a lease agreement with Carolina Property Holdings for the joint use of the alleyway located at 200 North Main Street. Graham Recreation and Parks (GRPD) in conjunction with Downtown Development leads the fiscal components of the project. This partnership has the goal of activating the alleyway as a pocket park (defined, a small park accessible to the general public). The activation of the pocket park is occurring in phases and at this time the process working towards the completion of visual aesthetics.

The application details the installation of a wall with an artistic rendering to conceal the existing six HVAC units. It is proposed that eight 4'x7' panels constructed of solid stained 2x4 frame and 4x4 base of treated lumber will create the wall. The wooden panels will mount to a steel frame with pipe clamps which will allow for each panel to be removed when work on the HVAC units

is necessary. The artist rendering will be on 2" polystyrene foam board insulation covered with poly mesh and painted with Sherwin Williams marking paint primer finished with Nova Color outdoor mural paint with a clear coat.

Packet materials: Photos and proposed materials

Application Design Guidelines:

B. Building Exteriors

- Exterior Colors, Paint Removal and Painting Techniques, Mechanical Systems

D. New Construction

- Materials and Textures



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: 200 North main St.
Property Owner: Carolina Property Holdings of NC, LLC

Project

General description of each modification or improvement:

Removable screen to conceal HVAC units in 200 North pocket park. The screen will consist of a wooden frame covered in foam hung on a metal support frame.

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: Brian Faucette
☐ Property Owner ☐ Lessee Other Recreation Director
Mailing Address: PO Box 357
City, State, Zip: Graham, NC 27253
Phone # (336) 513-5510
Email: bfaucette@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.

[Signature]
Signature of Applicant

Nov. 23, 21
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: Brian Faucette & David Nance (artist)

Relationship to Applicant: _____

Phone # (336) 513-5510

Email: bfaucette@cityofgraham.com

FOR OFFICE USE ONLY	
Received by: <u>mpf</u>	Remarks: <u>COA 2116</u>
Received date: <u>11/23/21</u>	<u>Major</u>
Tax Map # <u>145857</u>	<input checked="" type="checkbox"/> approved
HRC date: <u>Jan. 4, 21</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.

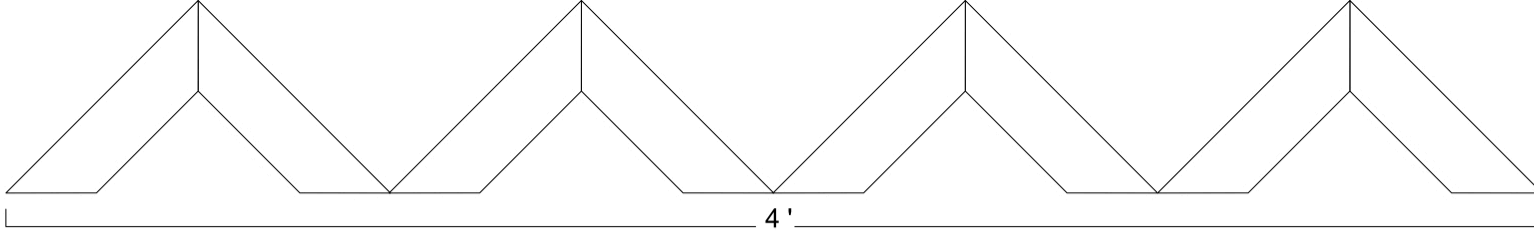
for New/Major^

- ☐ 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.



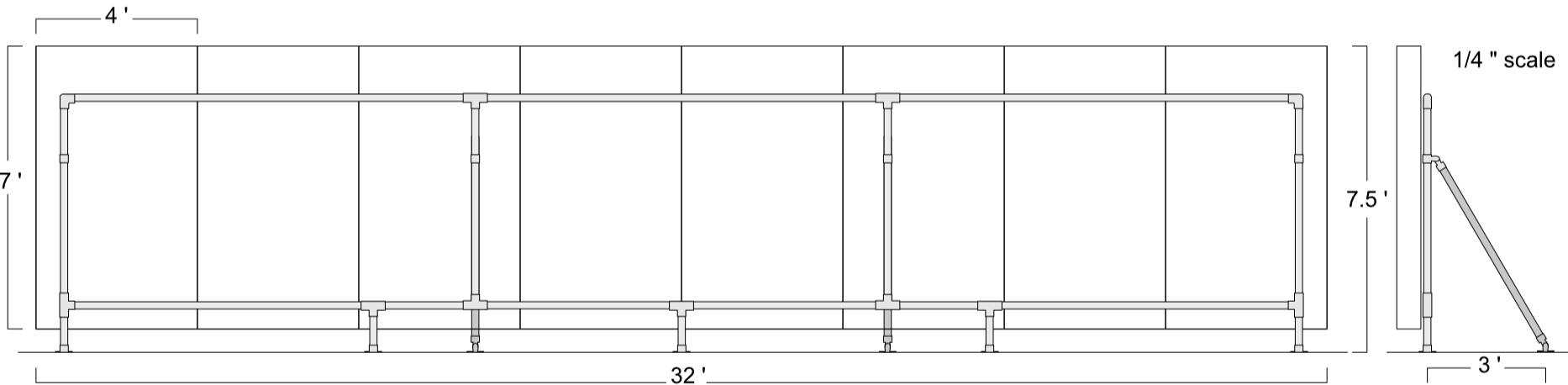






2" polystyrene foam board insulation - covered with poly mesh and painted with Sherwin Williams marking paint primer finished with Nova Color outdoor mural paint with clear coat

8) 4' x 7' painted panels mount to structural steel frame with pipe clamps which are removable for access to existing HVAC units



1 1/4 " galvanized steel structural pipe and fittings

Prepared by Mary Faucette, Downtown Development Coordinator



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Property

Street Address: 10 NE Court Square

Property Owner: Ken Porterfield

Project

General description of each modification or improvement:

Vinyl sign on outside of left window and vinyl hours listed on small left window to left of door.

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: Lisa Porterfield Clapp

☐ Property Owner ☒ Lessee Other _____

Mailing Address: 177 Lakefield Dr.

City, State, Zip: Elon, NC 27244

Phone # (336) 264-6465

Email: lisapc1969@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.

Lisa Porterfield Clapp 12/1/21

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: Lisa Clapp

Relationship to Applicant: Applicant

Phone # (336) 264-6465

Email: lisapc1969@gmail.com

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Received by: <u>CW</u>	Remarks: <u>COA 217</u>
Received date: <u>12.1.21</u>	<u>Major</u>
Tax Map # <u>145879</u>	<input checked="" type="checkbox"/> <u>approved</u>
HRC date: <u>1.4.22</u>	

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for Minor* and New/Major^

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for Minor*

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for New/Major^

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- ☐ 10. A **set of floor plans and details** showing the location of entrances, windows, halls, rooftop equipment, etc.



878 + 7.27 = 8.15 sq ft Decal of the broom closet
Hours + Logo -



11.5 in

11 in

TUES.-SAT.
11AM-7PM

SUN.
1PM-7PM