

Historic Resources Commission

Agenda | June 7, 2022 | 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: April 5, 2022

6. New Business

a. No new business

7. Updates

a. Staff

1. FY21/22 Façade Grant update | extension requested for June 1, 2022
 - a. Graham Furniture Mart COA2112
 - b. Green & McClure Furniture COA2110
 - c. Maricle Metals COA2114
2. FY22/23 Façade Grant proposed timeline
 - a. Façade Grant announcement/marketing push out starts August 8, 2022 for six weeks (1 post each week)
 - b. Façade Grant application due Monday, September 19, 2022 to staff
 - c. Façade Grant application review Tuesday, October 4, 2022 at HRC meeting
3. Certificate of Appropriateness (COA) applications – in progress
 - a. COA2006 | Farm Service – new building
 - b. COA2016 | 127 West Harden Street – garage door, patio, etc.
 - c. COA2103 | The Nick's building – install balcony, windows, lighting, roll up door, stairs, canopy, new building, and fencing
 - d. COA2107 | Trollinger building – raze building
 - e. COA2110 | Green & McClure Furniture – remove aluminum siding (Façade Grant award)

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(continued) Certificate of Appropriateness (COA) application – in progress

- f. COA2112 | Graham Furniture – install metal awning, clean brick, repaint sign (Façade Grant award)
 - g. COA2113 | Graham Library – install kiosk
 - h. COA2114 | Maricle Metals – install garage doors (Façade Grant Award)
 - i. COA2116 | 200 North – install HVAC screening
 - j. COA2202 | Things Above – install sign
4. Minor Works – COA applications
- a. COA2203 – Maricle Metals – installation of an ESSO sign
 - b. COA2204 – Huckleberry’s – installation of a blade sign
5. City of Graham Code Enforcement process
- a. A complaint is received
 - i. How complaints are received by phone, in-person, from the city’s website, by email, other (code enforcement officer/staff)
 - b. Compliant is verified
 - i. A violation letter is sent to the property owner. Property owner is determined using Alamance County tax office information.
 - c. 10 days is stated for the violation to be corrected
 - d. Follow up - Code Enforcement Officer checks for compliance
 - e. Noncompliance – a final violation letter is sent extending for an additional 10 days to correct the violation.
 - f. Noncompliance continues – penalties assessed
 - i. Code of Ordinance penalty - \$50 per day
 - ii. Development Ordinance penalty - \$100 per day*

*HRC violation would fall here
6. Research seeking other historic district procedural processes for noncompliance, handbook, COA application and Minor/Major works list
- a. Alex Cole, Asheville/Buncombe County
 - b. Michelle Michael, Wake Forest
 - c. Kellen Long, Elizabeth City
 - d. Lindsay Laird, Davidson
 - e. Michelle McCullough, Winston-Salem/Forsyth County

b. City Council

8. Adjournment