
Historic Resources Commission

Agenda | February 3rd, 2026
6 pm Regular Meeting



1. Call to order and confirmation of a quorum.

- a. **Historic Resources Commission 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.

2. Pledge of Allegiance and moment of silence

3. Minutes review and approval

- a. Regular meeting: November 12th, 2025

4. New Business

- a. UCC Children's Chapel, Historic Landmark Update

- b. Facade Grant Applications

5. Updates

- a. Council
- b. Staff

6. Adjournment

Minutes of the November 12th, 2025 Historic Resource Commission

The meeting was called to order by Chair Zipporah Clark Baldwin at 6:00 p.m.

The following Commissioners were present: Chair Zipporah Clark Baldwin, Ben Beushausen, and Jim Young.

Staff: Planners Cameron West and Jonathan Buckley

Council: None

Chair Zipporah Clark Baldwin led the Pledge of Allegiance, and a moment of silence.

Chair Zipporah Clark Baldwin asked for a motion to approve the August 5th, 2025 meeting minutes. Ben Beushausen made a motion to approve the minutes as presented, Jim Young gave the second. All voted aye.

New Business

- a. United Church of Christ Children's Chapel Historic Designation Application
 - i. Cameron asked for permission from the commission to solicit a report from the NC HPO on the property that has applied for historic designation. After a short discussion Ben Beushausen moved to allow Cameron to ask HPO for a report about the property, Jim Young gave the second. All voted aye.

- b. Façade Grant Applications
 - i. The Commission received a façade grant application from the property owners at 125 N Main Street for the demolition of existing brickwork, installation of footers, and repair of masonry columns. The commission stated that they would approve the application with a stipulation that a 2nd itemized bid be submitted to staff prior to receiving funds. Chair Zipporah Clark-Baldwin made a motion to approve, Jim Young gave the second. All voted aye.

Staff updates:

- a. **City Council-** None.

- b. **Staff-** None

Adjournment- Jim Young made the motion to adjourn the meeting, Ben Beushausen made the second. All voted Aye.

Meeting adjourned – 6:35 p.m.

Minutes respectfully submitted, Cameron West

November 12th, 2025

STAFF REPORT

Prepared by Cameron West, Senior Planner



Historic Landmark Designation Application

i. Applicant Children's Chapel UCC | 334 E Harden Street

Proposal: Applicant is requesting to identify the property located at 334 E Harden Street as a Historic Landmark.

Staff Report: An existing church is looking to acquire designation as a historical landmark inside the City of Graham Historical District. The applicant has received comments back from the State Historic Preservation Office and has addressed those comments in their new report. The process is for the HRC to review the updated document and determine if it is worthy of designation. The request will then be forwarded to the City Council for their ultimate approval.

Packet materials: Application and description of site's significance.

Motion Language:

Approve: I move to approve the application for Historical Landmark Status as complete, worthy of designation, and allow for the report and application to be forwarded to the City Council for their review.

Deny: I move to deny the application for Historical Landmark Status due to (state reason).

Historical and Architectural Significance Report
of
CHILDREN'S CHAPEL UNITED CHURCH OF CHRIST

For over two and a half centuries Historic Providence Church (also known as Providence Memorial Christian Church or Providence Church) was a courthouse, a public meeting, a school and a house of worship. The church is currently located at 819 North Main Street in Graham, North Carolina. Their current sanctuary was built in 1872. Some of the ministers who preached at Providence included Rev. James O'Kelly, Rev. J.W. Wellons D. D., Dr. W.W. Staley, and Rev. Daniel Albright Long among others. The slave galleries, where darkies joined their masters in worship years before Alamance County became a county still stands. (Times New Article 5/19/1949 "Long History Associated with Providence Church."). Prior to the Civil War in the South black Christians, enslaved or free, usually belonged at the same local churches as their white masters.

Following the Civil War, the Klu Klux Klan decreed that the colored race be removed from white worshippers in the church. However, after the War, churches were gradually organized for the specific use of blacks, "according to the polity and usage of the Christian denomination." J. W. Wellons and other interested whites, were very interested in organizing Christian churches for Negroes. In 1867 Wellons and W. W. Staley, both of Alamance County, attended and led a conference in Cary, North Carolina for the purpose of organizing Negro churches.

As a result of this conference several white ministers focused on starting Negro churches in Alamance County. Union Chapel was a Negro church formed under white leadership. The white Christian church, Union Ridge, was organized in 1815 and the Negro church was organized in 1878 with Rev. Charlie Ray as the first pastor. Union Chapel is located about one-hundred yards from the white church. Union Chapel gave rise to two other Negro churches in Alamance County; Ebenezer Christian Church and Patillo Chapel. Ebenezer Christian Church (Burlington, NC) was organized in 1887 with Charlie Ray as the first pastor. Patillo Chapel (Alamance County) was organized in 1920 with O.A. Hazell as its first pastor. These churches are still in existence today.

Children's Chapel Christian Church in Graham, North Carolina is also an example of the Negro church established in 1875 by White ministers. For many years, slaves had worshipped at Providence United Church of Christ (formerly New Providence) on Main Street in Graham, as far back as 1763. One Sunday, after the slaves had finished their work, they gathered under some trees (about where Children's Chapel's current cemetery is located), to listen to Rev. Wellons preach. We are told that on rainy Sundays, services were held in a livery stable owned by a Mr. Hornaday (or Hornedy). When Rev. Daniel A. Long, assisting Rev. Wellons, noticed the large crowd of slave men, women, and children, he called them "Children". "Children" was a term used by the white slave masters to refer to the slaves, no matter how old or young they were. From this came the name of Children's

Chapel Christian Church. Some of the slave who had gathered were Mrs. Hannah Russell, Mr. Dave Hunter Sr., Mr. Joe Allen, Mrs. Hannah Everette and a host of others.

Mr. William "Bill" Trollinger, a slave master, donated the land on which to build the church. The first church was built in 1876 with Joe Allen serving as the first secretary. A wooden straight church with a raised altar for the preacher and seats for the deacons were on each side of it was built and located behind our present structure. The benches were made out of pinewood where the worshippers sat. **(as told by the late Lillie Holmes in 1975)**. The architectural style was typical of other late 19th century Black church with emphasis placed on simplicity and functionality. This church was located between the current church structure and the graveyard. A two - room house was also built for the church parsonage.

On June 15, 1883, an indenture (a formal, written contract between two or more parties, historically made in duplicate with matching notched edges for identification) was made between Samuel Crawford & Eliza Crawford, his wife, of the first part & Willie Hiker, Wm. McPherson, & Geo. Wilson, of the second part, all of said parties being of the County of Alamance and State of North Carolina. Witnessed that for and in consideration of the sum of Fifty-five (\$55) Dollars to them, the said Samuel Crawford & Eliza, his wife, by the said Willie Hiker, Wm. McPherson & Geo. Wilson, paid, the receipt of which is hereby acknowledged, they, the said Samuel Crawford & Eliza, his wife, hath bargained & sold &

doth freely bargained & sell unto the said Willie Hiker, Wm. McPherson & Geo. Wilson, Trustees of the (Colored) Christian Church at Children's Chapel in Graham, Alamance County ,NC, and their successors in office, a certain piece of land situated, lying & being in the County of Alamance & State aforesaid (**see copy of indenture**). This included one and four -fifths acres of land, house, and appurtenances.

The current church which is located at 334 East Harden Street in Graham, North Carolina was built in 1911 in front of the original wooded church. Once the new sanctuary was completed, the wooden church was torn down. Rev. J. C. Core was the pastor. A cornerstone at the corner of the church states "Children Chapel Christian Church – Built 1911 – Rev. J. C. Core, Pastor." A cornerstone is literally the foundational stone for a building. James Hunter, Ed Tate, Charlie Trollinger and Sam Hunter were some of the members who helped to build the church. Charlie Trollinger was a brick mason. The bricks used to build the church were made where our cemetery is located. For many years, some brick pieces could be found in the cemetery. During this time, Pinkney Davis Everette was the church clerk and Color (Coley) Russell was the church treasurer. Mr. Russell was a plumber and expert tinsmith. In 1906, he started the Russell Plumbing Company on Pine Street (Graham). He was the first depositor in the Bank of Alamance on August 1899. On the 52nd anniversary of the bank's founding, Mr. Russell was once again the first depositor on that day. (Graham Historical Museum display).

The church which took many months to build, had a high ceiling. Coal and wood were used to heat the building. Although on some cold winter days the stove did not warm the building, there existed a warm spirit.

Architectural Description – Children’s Chapel United Church of Christ is a largely intact Gothic Revival style red brick church constructed in 1911 and located on a deep, grassy lot in an early twentieth century downtown Graham neighborhood. The church is distinguished by numerous finely crafted stained - glass windows and a wealth of decorative corbeled brickwork.

The main elevation is composed of a center one-and-one half story gabled bay dominated by large pointed arch tracery -stained glass windows and flanking uneven towers (one is two stories and the other is two and a half stories, both containing a double – leaf entrance. Tracery is an architectural device by which windows are divided into sections of various proportions by stone bars or ribs of moulding. Most commonly, it refers to the stonework elements that support the glass in a window.

Small, unobtrusive one-story side and rear wings were added to the church around 1945. Cemetery - Behind the church is a cemetery containing approximately fifty grave sites dating from around 1885 to the present. Several grave sites have illegible markers or just pieces from the head stone. According to his head stone, Abram Russell died on

November 8, 1892. There were probably some graves dating back earlier, but all graves did not have a proper gravestone marker.

Behind the church is a cemetery containing approximately fifty grave sites dating from around 1885 to the present. A variety of granite markers and some crude stones mark the graves. Coley Russell funded a section of the cemetery surrounded by cinder blocks and covered in white rocks to be used for the burial of members of the Coley and Abraham Russell family.

Despite the age of the church property buildings and the cemetery, the church has not carried out any archaeological investigation of the types of headstones, any headstone inscriptions, nor names of individuals buried in the cemetery. Perhaps this may be considered in the future, but currently there are no plans for such a study.

The Bell Tower – There is also a church bell in the belfry that was rung before church services for many years. According to a 2025 conversation with Clinton Morrow, who turned 100 years old in 2025, he recalls that when he was growing up, the church bell rang each Sunday morning to signal the start of services. Usually, Mr. Ed Penn Newlin or Mr. Eddie Everette would ring the bell. Mr. Morrow always thought that there were 2 bells because when there was a funeral, the church bell sounded differently from the normal Sunday morning sound. The theory that there were 2 bells has not been confirmed. Currently, (September 2025), the bell tower needs inspections before being rung.

Approval by State Professional Review Committee (PRC) – In October 1990, the Alamance County Historic Properties Commission sponsored a survey update of historic sites, buildings, and districts in Elon College and Graham. One of the objectives of the survey was to identify those properties that appear to be eligible for the National Register of Historic Places, the nation's honor roll of historic properties. The Children's Chapel U.C.C. property was eligible for nomination to the National Register (see attached letter from the North Carolina Department of Cultural Resources).

Other Black Churches in Graham - For many years there were basically three Black churches in Graham. Graham First Baptist Church, located at the corner of Main and Guthrie Street was organized in 1864. However, their sanctuary was replaced in 1975. Wayman's Chapel AME Church was organized in 1883 after Children's Chapel. Wayman's was built in 1925, but remodeled in 1979. Thus, the oldest Black church building still standing in Graham is Children's Chapel.

Community Involvement – Children's Chapel has always been involved in religious, civic and mission activities in Alamance County.

- Our church has always worked (and continues to work) with two other black churches in Graham, Wayman's Chapel AME Church and Graham First Baptist Missionary Church in hosting joint services and activities. Some of these include Union Fifth Sunday services, Vacation Bible School, and New Year's Eve Watch

service. Currently, Queen's Chapel AME Church in Burlington is currently a member of this group.

- In the 70's our church and our pastor, Rev. Charles Thompson, was a member of the Alamance Ministerial Alliance and Graham Ministerial Alliance. These organizations focused on pulpit exchanges and building positive relations with other churches in the city and county.
- Our church served as host for the first June Marie Thompson Blood Drive sponsored by the Burlington Alamance Chapter of Delta Sigma Theta Sorority, Inc.
- From 2004 – 2015 the church hosted the Youth Enrichment Series, YES I Can. This was a program that focused on developing and executing faith – based life skills for student in grades 6 -12. This program, founded by Robyn Hadley, was held every 4th Saturday from June – August with special emphasis placed on African American youth from low - income families rural communities in the South.
- One auxiliary, Women in Touch, of the church participated in the Angel food Ministry from 2008 – 2011. Each month boxes of food were purchased by members and friends of the church and were distributed to individuals/families in need of food.
- Different auxiliaries of the church have hosted community workshops pertaining to planning wills and funerals, leadership preparation, and the Passover Seder.

- Two commercials for Alamance Regional Medical Center (ARMC) were made using the inside and outside of our church.
- Hosted speakers such as American civil rights activist, Franklin McCain, Gibsonville mayor, Lenny Williams, former Alamance County School superintendent, Randy Bridges, former state senator Tony Foriest were just a few to speak.
- Until Covid in 2020, members of the Missionary Circle volunteered once each month for over 10 years in serving lunch to the homeless at Allied Churches of Alamance County. They also hosted lunch for the homeless on some holidays.
- In 1991 our church was featured as part of the “Visiting Neighbors Tour” organized by the Graham Historical Society. Our church was also selected to be a part of the 2025 Alamance County Historical Tour.

Throughout the years, there have been many major renovations to Children’s Chapel. The exact dates of these renovations are unknown.

- A basement was built under the sanctuary so that central heat and a baptismal pool could be added.
- The Missionary Circle raised \$300 to build a “hut.” This was the first “hut” to be built by a Negro church in the area.
- The church office, rest rooms, and a Pastor’s study were added to join the sanctuary to the “hut.” The steps used to leave the sanctuary from the pulpit to the “hut” are still standing.
- Between the late 1950s and early 1960s 20 stained memorial windows replaced the old windows. It is unknown where the windows were purchased from. The window replacement drive was initiated by Miss Eva R. Everette. These colorful windows were donated by families and friends of the families in memory of their loved ones. Each window has a religious theme.

- The original ceiling lights were replaced with Chandelier lighting.
- Protective covering for the windows was added in 2000.
- The parsonage was renovated in 1997.
- Church sanctuary renovation projects included adding carpet, padded pews, ceiling fans and a speaker system.
- The parking lot was extended and paved.
- The Senior Usher Board donated funds to build a handicapped ramp entrance for the sanctuary and later the fellowship hall.
- More land adjoining the church's original property and cemetery was purchased and later landscaped.

For many years, Children's Chapel was affiliated with the Lincoln Conference. In 1966, Children's Chapel Congregational Christian Church joined the Southern Conference of the United Church of Christ. Our name then became Children's Chapel United Church of Christ.

Significance Statement -Children's Chapel's exterior building structure deserves the designation as a Graham Historical Site because

- Its red brick exterior, some of which were made by hand and by the church members
- One of the oldest Black Churches in Graham and currently the oldest structure.
- Its finely crafted 20 stained- glass windows installed in the late 1950's-60's. Members worked hard to purchase these windows. Some were donated by families and some by organizations at the church. Each window had a Bible Scripture or a picture depicting a story from the Bible.

- High steeple and Gothic style architecture including the bell tower.
- Our church welcomes people entering Graham via Highway 54 West and can also be seen while approaching Graham via Highway 49 South.
- When our current sanctuary was built, the congregation was not wealthy financially. When the stained-glass windows were added, the congregation was not wealthy financially. There were a few teachers in the congregation, no doctors or lawyers nor high earners but hourly wage earners. Despite this, the congregation had FAITH IN GOD. They had FAITH then, now and will continue to have it in the future.

BIBLIOGRAPHY

AMD 1469 Attachment with HPO comments from the NC State Historic Preservation Office.

Barr, Amy Edwards & Jerry Peterman, "Images of America- Graham" Published by Arcadia Publishing Charleston, S.C. p. 93-99.

Centennial Edition of Burlington Times News, "Long History – Associated with Providence Church" September 9, 1949 news article.

Children's Chapel United Church of Christ Minutes from Church Meetings and the leaflet, "Church History," prepared by Children's Chapel U.C.C. in 1985.

Graham Historical Museum, 135 West Elm Street Graham, NC

Lake, William Matthew, Thesis: "A Study of the Christian Denominations" p. 22-24.

Stokes, Durwood T. "Auction and Action: Historical Highlights of Graham, N.C., published by the City of Graham, 1985.

Stokes, Durwood T. & William Tate Scott, "A History of the Christian Church in the South," Burlington N.C. The Southern Conference of the United Church of Christ, 1973)

PERSONAL INTERVIEWS

Holmes, Lillie Trollinger (1893 – 1983) – interviewed by Mary C. Mebane in 1976. Mrs. Holmes who was 82 years old (at the time of the interview) and a lifelong member of Children's Chapel UCC provided some of the names of builders and officers.

Morrow, Clinton – (1925 -) interviewed by Mary C. Mebane on September 3, 2025. Mr. Morrow is 100 years old and is a lifelong member of Children's Chapel UCC. He grew up across the street from the church and provided stories/names from his childhood.

LAMANCE County

Graham

334 E. Harden St.

Children's Chapel United Church
of Christ

AM 1469

es #11

Children's Chapel United Church of Christ
Items 5 & 6

① Children's Chapel United Church of Christ is a ~~handsome,~~ largely intact Gothic Revival style red brick church constructed in 1911 and located on a deep, grassy lot in an early twentieth century downtown Graham neighborhood. The church is distinguished by numerous finely crafted stained glass windows and a wealth of decorative corbeled brickwork. ② The main elevation is composed of a center one-and-one-half story gabled bay dominated by large pointed arch tracery stained glass windows and flanking uneven towers (two, and two-and-one-half stories), both containing a double-leaf entrance. [A continuous corbeled drip course accents the windows, forms a string course on the towers, and extends around the sides of the building. Other corbeled string courses mark the stages of the towers. The two-story tower has a flat roof with ornate corbeling at the eave; the two-and-one-half story tower is topped by a cross-gable roof covered with patterned tin shingles and crowned by a fanciful pyramidal spire and metal finial.] ③ Small, unobtrusive one-story side and rear wings were added to the church c. 1945. Behind the church is a shady cemetery containing approximately fifty grave sites dating from c. 1885 to the present. A variety of granite markers and some crude unmarked stones mark the graves.

Interesting history
The Children's Chapel congregation was originally composed of former slaves who had worshipped with their former masters at New Providence ^{Christian} Church on N. Main St. In 1875 the Reverend J.W. Wellons, a white minister instrumental in organizing several black congregations and helping them erect their own churches, urged the black congregants of New Providence to build their own church. The name of the new church referred to some slave owners' practice of referring to the slaves, no matter how old or young, as "children." The first Children's Chapel Christian Church was a simple frame building constructed in 1876; ~~it~~

not same location

~~two-room parsonage was also constructed.~~ In 1883 an additional two-acre tract was purchased, and in 1911 the present brick church was built. ^{on that property,} ~~According to church historians, the bricks were made where the cemetery is now located.~~ In 1966 the church joined the Southern Conference of the United Church of Christ and the name was changed to Children's Chapel United Church of Christ.

(See "Church History," a leaflet prepared by the Children's Chapel U.C.C. and Durward T. Stokes, Auction and Action: Historical Highlights of Graham, N.C., published by the City of Graham, 1985.)

9. MAP

Please include a map showing the location of the property. A sketch map is acceptable, but please note street and route numbers. Any outbuildings on the property should also be noted. Please include a "North" arrow.

10. Is the property income producing? Yes _____ No ; if so, will the applicant seek the Rehabilitation Tax Credit? Yes _____ No _____

11. Has the property ever been surveyed by the State Historic Preservation Office or during a local historic building survey? If so, when and by whom?

1989-1990 Patricia S. Dickinson

12. APPLICANT OR CONTACT PERSON INFORMATION. (If other than owner)
Name Patricia S. Dickinson on behalf of the Alamance Co. Hist. Prop. Comm. Telephone (919) 732-5439 (919) 228-1312

Address 124 W. Elm St.

City/State Graham, N.C. 27253 Zip Code _____

Patricia S. Dickinson
Signature

6/15/90
Date

Return to: Claudia R. Brown, National Register Coordinator
Survey and Planning Branch
State Historic Preservation Office
N.C. Division of Archives and History

Mailing address: 109 E. Jones Street
Raleigh, North Carolina 27601-2807

Office Location: Lewis-Smith House
515 N. Blount Street
Raleigh, NC 27604

Telephone: 919/733-6545

4. GENERAL DATA

A. Date(s) of Building(s): 1911

B. Outbuildings: Yes No ; If yes, number

C. Have any buildings on the property been moved? yes no.
If yes, please give date of move and the reason for and details of the move. Use an additional sheet if necessary.

D. Approximate Acreage: 2 acres

E. Architect or Carpenter/Mason (if known):

F. Original Use: church

G. Present Use: church

5. GENERAL ARCHITECTURAL DESCRIPTION

On an attached 8 1/2" x 11" sheet, briefly describe architectural features, additions, remodelings, and any alterations not apparent in photographs. Also, describe the setting, e.g. rural, downtown neighborhood, etc.

6. HISTORY

On an attached 8 1/2" x 11" sheet, briefly note any significant events, personages and/or families associated with the property. (Detailed family genealogies are not necessary.) Please list any additional sources of information. Only material contained on the form will be used in the evaluation.

7. REASON FOR REQUEST: requested by Alamance Co. Historic Properties Commission

8. SLIDES/PHOTOGRAPHS

At least two current exterior color slides must be provided. SLIDES MUST BE LABELLED (name of structure, address, county). Current interior views and views of other buildings on the property would also be helpful. If the property is in a developed setting, such as a residential neighborhood or a business district, include slides of adjoining streetscapes and indicate how these views relate to subject property. Current exterior and interior photographs (preferably black and white) would also be helpful. Good photocopies of photographs are acceptable.



North Carolina Department of Cultural Resources

James G. Martin, Governor
Patric Dorsey, Secretary

Division of Archives and History
William S. Price, Jr., Director

October 30, 1990

Trustees of Children's Chapel U.C.C.

334 E. Harden Street
Graham, North Carolina 27253

RE: Children's Chapel United Church of Christ
Graham, Alamance County

Dear Sir or Madam :

In 1990, the Alamance County Historic Properties Commission sponsored a survey update of historic sites, buildings, and districts in Elon College and Graham, Alamance County. The field work for the survey was conducted by Ms. Patricia Dickinson, and was undertaken in cooperation with the State Historic Preservation Office of the North Carolina Division of Archives and History. One of the objectives of a historic sites survey is to identify those properties that appear to be eligible for the National Register of Historic Places, the nation's honor roll of historic properties.

At the request of the Alamance County Historical Properties Commission, on October 11, 1990, my staff presented the results of Ms. Dickinson's survey to the State Professional Review Committee (PRC) at its quarterly meeting in Raleigh. The PRC is a board of professionals and citizens with expertise in history, architectural history, and archaeology, and advises me on the eligibility of properties for the National Register.

This letter is to notify you that the above-referenced property was among the properties in the Alamance County survey area approved by the PRC on October 11 for addition to the Study List for the National Register of Historic Places. Placement on the Study List means that the Committee determined that the property appears to be eligible for nomination to the National Register.

Please note that placement on the Study List does not mean automatic nomination to the National Register of Historic Places. It means only that the property appears to be eligible for listing in the Register and warrants further study of its history and significance.

October 30, 1990

Page 2

Also, please note that a property may not be nominated to the National Register over the objection of its private owner. The two enclosures describe the National Register and the listing process.

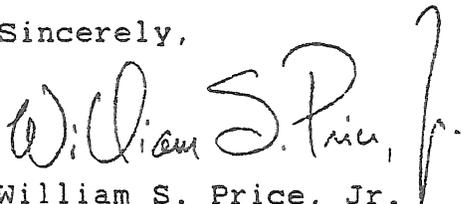
*If you wish to have your property nominated to the National Register, we can provide a list of qualified private consultants with whom you may contract to prepare the nomination. Our staff will advise property owners who wish to prepare their own nominations, but because of the complexity of the technical requirements and standards of documentation, most nominations are prepared by historians or architectural historians experienced in the nomination process. In return for the cost of the nomination, you would gain the honor of listing, limited protection from adverse effects of state and federal projects, and, for qualifying income-producing properties, eligibility for an investment tax credit for a certified rehabilitation.

A second method of nomination is a joint nomination of a group of eligible properties in the locality. This is called a Multiple Property Nomination. This method is less expensive per building, but must be sponsored by the local government or by an organization because it requires extensive community-wide research. It is possible that in the future Alamance County will pursue a county-wide Multiple Property nomination, but there are no immediate plans for such a project.

If you have questions about the survey, or have additional background information on your property that you would like to share, please contact Ms. Patricia Dickinson, c/o Alamance County Historic Properties Commission, 124 W. Elm Street, Graham, NC 28253.

If you have questions about the National Register of Historic Places, contact Claudia Brown, National Register Coordinator for the State Historic Preservation Office, 109 E. Jones Street, Raleigh, N.C. 27601-2807, 919/733-6545.

Sincerely,



William S. Price, Jr.
State Historic Preservation Officer

WSP, Jr./mlr
Enclosures



2025-2026 Graham Business Beautification Grant

The Business Beautification Grant is a matching grant program funded by the City of Graham to encourage private investment in the renovation and rehabilitation of existing properties along the City's corridors. The program will provide financial assistance in the form of a grant to non-residential property owners for the purpose of improving the *street-side* appearance of their existing buildings and site features. The goal is to enhance the City's corridor appearance and achieve compliance with current regulations where necessary.

Application Process

- Applications **must be submitted by 5PM on December 29th, 2025 to:**
 - City of Graham Planning Department, attn: Cameron West, PO Drawer 357, 201 South Main Street, Graham, NC 27253 or;
 - Email cwest@cityofgraham.com
- Applications are reviewed and processed by the Graham Appearance Commission at their meeting on **January 5th, 2025 at 6:00PM** at City Hall 201 S. Main Street, Graham, NC 27253. Applicants are highly encouraged to attend this meeting to answer any questions the Commission may have about their project.

Award Criteria

- The Graham Appearance Commission will determine grant awards based on an on-site evaluation and the [scoring matrix](#) established by the Commission.
- Project scope, cost, and proposed building elevations/materials and site improvements must be approved by the City prior to final award determination.
- Only one (1) award is made per owner or tenant within a twelve-month period, per platted lot.
- First-time applications are given priority.
- Projects are funded on a 50-50 matching basis up to a maximum \$5,000 per award.
- Applicants shall not be awarded more than 50% of the total project costs through any combination of funds from City of Graham grant programs.
- Applicant agrees to maintain all improvements in "like new" condition for a period of five (5) years after completion of the work or until property is sold.

Eligibility

- Applicants may be either owners or current tenants (must provide owner's written consent) of existing non-residentially-developed properties fronting on a roadway corridor within the city limits or ETJ of Graham.
- Current or proposed use of the property must conform to applicable zoning regulations. Nonconforming uses will *not* be considered.
- Applicant shall not have any outstanding debt to the City.
- Projects located in the Graham Downtown Historic District must receive an approved Certificate of Appropriateness (COA) from the Historic Resources Commission (HRC) for the work submitted in this application prior to the Appearance Commission meeting in which these grant funds will be awarded. **December 2nd, 2025 (COA applications due November 25th)** is the last HRC meeting before the awarding of the grants in November.
- At least one quote must come from independent contractors/vendors without a direct familial relation (as defined by 160D- 109) to the applicant or companies owned by the applicant for the purpose of meeting the required number of quotes.

Eligible Expenses

- Site work eligible for funding includes, but is not limited to:
 - installation of public or handicap accessible sidewalks
 - signage
 - landscaping
 - removal of non-conforming or illegal site elements such as signage
- All contractor expenses incurred by the applicant for material and labor *are* eligible for reimbursement.
- The finished product must match the drawings and materials submitted by the applicant and granted approval by the City for reimbursement eligibility.
- Partial or incomplete work is not eligible for reimbursement. In order to receive funds, a completed project shall be submitted.

Reimbursement

- Submission of completed work shall be received by the City of Graham no later than close of business on **May 1, 2026**.
- Reimbursement is given from the City within forty-five (45) days after completion of the project and City approval of applicant's written request for reimbursement.



2025-2026 Façade Grant - Application

Property Information

Street Address: 19 SECT SQ Graham NC.
 Tax Parcel ID#: _____
 Owner's Name: Court Square Development Group
 Use of Building: commercial retail
 Business Name (if applicable): _____

Applicant Information

Name: Meimei He & Suans HE
 Phone Number: 929-454-9508
 Email: Chenyanyan.19892002@gmail.com
 Relationship to Property (check one):
 Property Owner Tenant/Business Owner

Based on the [Historic Inventory Map](#) the property is considered: Pivotal Contributing Fill Intrusive

Description of Proposed Façade Renovation

Write a succinct description below and attach 1) an existing photo of the building and 2) a drawing, sketch or picture of the proposed renovations, specifically identifying changes and paint color for each detail of the building. Please also attach a completed Certificate of Appropriateness (COA) Application which is sufficiently detailed for the Commission to evaluate the proposal.

Install exterior signage as shown on attachment

Total Estimated Cost (lowest bid quote): \$ 5561.68 Attach at least two itemized cost estimates for proposed work.

Checklist for a Complete Application

- I have read the City of Graham Façade Grant Program Overview and fully understand the agreement.
- I have met with the City Building Inspector. My project [does / does not - I have complied with the [HRC Design Guidelines](#) which are based on the Secretary of the Interior's Standards for rehabilitation. (Building is not over 30 years old)
- I have completed a Certificate of Appropriateness (COA) Application which is sufficiently detailed for the Commission to evaluate the proposal.
- The owner's written and signed permission is attached, if applicant is not owner. (Not applicable)
- An existing picture of the building and a drawing, sketch and/or picture of the proposed renovation are attached.
- At least two itemized project cost estimates are attached.

I understand that the City of Graham Façade Grant Program must be used in the manner described in this application, and the application must be approved by the Graham Historic Resources Commission prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds. I understand it is the applicant's responsibility to meet deadlines and request reimbursement on or before May 1, 2026.

Suans He 11-18-24
 Applicant Signature Date



E. P. Gates Construction & Realty, LLC

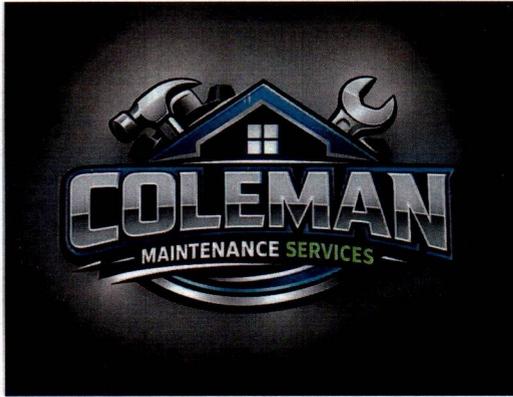
7 SE Court Sq Suite 100
Graham, NC 27253

Estimate

Date	Estimate No.
11/25/2025	435

COURT SQUARE DEVELOPMENT GROUP
PO BOX 872
GRAHAM, NC 27253

Project			
19 SE CT SQ			
Description	Qty	Rate	Total
SIGNAGE: 19 SE CT SQ - RADIANT GLOW SPA MATERIALS: Flat-Cut Acrylic 1" White Painted, Flush Stud		4,650.00	4,650.00T
INSTALLATION		500.00	500.00T
SIGN PERMIT		60.00	60.00T
Sales Tax		6.75%	351.68
Total			\$5,561.68



Coleman Maintenance Services

**312 Cheeks Lane
Graham, NC 27253
336-437-5645**

January 7, 2026

Quote #2299

Radiant Spa – Exterior Dimensional Letters

Item #1:	Flat Cut Acrylic Letters Copy: Radiant Glow Spa Capital Letter Height: 12.5” Depth: 1” Paint Color: Standard White Flush Stud Mount into Brick Mounting Pattern Required	Unit Cost:	\$2,360.00
Item #2:	Permit – City of Graham	Unit Cost:	\$95.00
Item #3:	Installation including lift rental	Sub-Total:	\$2,450.00
	Sub-Total:	\$4,905.00	
	Sales Tax:	\$ 331.09	
	TOTAL:	\$5,236.09	

Terms: 50% Deposit Required with Balance due upon completion. VISA / MC / AMEX accepted.

MINIMUM ORDER \$25.00 Notice-to-Proceed is defined as follows:

- Signed Contract
- Signed Drawings
- Deposit or Payment as shown on Estimate

Applicable sales tax on product will be added to final invoice.

TERMS AND CONDITIONS Proposal Acceptance: Proposals not accepted within thirty (30) days are subject to revision, including price and scope of work.

By my signature, I authorize work to begin and agree to pay the above amount in full according to the terms on this agreement.

Signed by

Date



18'

37"

28'

128.53"

Radiant Glow Spa

10.71 Sq Ft
12" Flat Cut Acrylic Channel Letters on Raceway
Finish White Painted
Flush Stud Mounting
To be Installed on two separate raceways
Install as shown in illustration

16.63 in
12.5 in

138.05 in

Radiant Glow Spa

Material: Flat-Cut Acrylic
 Thickness: 1"
 Finish: White - Painted
 Mounting: Flush Stud
 Installation Template Included

Gemini Flat Cut Acrylic

**Please review your design carefully.
 Check spelling, artwork for accuracy.
 The accuracy of final proof is your responsibility.**

Customer:	
Company: Colonial Hardware	
Address:	
City:	State/ZIP:
Phone:	
Fax:	



7042 Alamo Downs Parkway, suite 250
 San Antonio, Texas 78238
 210.523.1003 210.523.9363 fax 800.804.4716

Job No.: CH1113	Date: 11/13/2025
Order Date: 11/13/25	Salesperson: GS
Sign Dimensions:	Estimate: \$
Comments:	



2025-2026 Façade Grant - Application

Property Information	Applicant Information
Street Address: 114 N MAIN ST GRAHAM	Name: COURT SQUARE DEVELOPMENT GROUP
Tax Parcel ID#: 145849	Phone Number: 336-229-4225
Owner's Name: COURT SQUARE DEVELOPMENT GROUP	Email: OFFICEADMIN@TRIAD.RR.COM
Use of Building: COMMERCIAL/RETAIL	Relationship to Property (check one):
Business Name (if applicable): SUTTONS	Property Owner <input checked="" type="checkbox"/> Tenant/Business Owner <input type="checkbox"/>
Based on the Historic Inventory Map the property is considered: Pivotal <input type="checkbox"/> Contributing <input checked="" type="checkbox"/> Fill <input type="checkbox"/> Intrusive <input type="checkbox"/>	

Description of Proposed Façade Renovation

Write a succinct description below and attach 1) an existing photo of the building and 2) a drawing, sketch or picture of the proposed renovations, specifically identifying changes and paint color for each detail of the building. Please also attach a completed Certificate of Appropriateness (COA) Application which is sufficiently detailed for the Commission to evaluate the proposal.

WINDOWS:
REFURBISH AND REPAINT TRIM AND WINDOWS

Total Estimated Cost (lowest bid quote): \$ 8,300.19 Attach at least two itemized cost estimates for proposed work.

Checklist for a Complete Application

- I have read the City of Graham Façade Grant Program Overview and fully understand the agreement.
- I have met with the City Building Inspector. My project [does / does not - I have complied with the [HRC Design Guidelines](#) which are based on the Secretary of the Interior's Standards for rehabilitation. (Building is not over 30 years old)
- I have completed a Certificate of Appropriateness (COA) Application which is sufficiently detailed for the Commission to evaluate the proposal.
- The owner's written and signed permission is attached, if applicant is not owner. (Not applicable)
- An existing picture of the building and a drawing, sketch and/or picture of the proposed renovation are attached.
- At least two itemized project cost estimates are attached.

I understand that the City of Graham Façade Grant Program must be used in the manner described in this application, and the application must be approved by the Graham Historic Resources Commission prior to commencement of any project. **I understand** that failure to comply with the approved application may result in a forfeiture of all grant funds. I understand it is the applicant's responsibility to meet deadlines and request reimbursement on or before May 1, 2026.

 12/30/2025
 Applicant Signature Date



2025-2026 Business Beautification Grant Program Application

Property Information (Please type or print clearly)	Applicant Information (Please type or print clearly)
Street Address: 114 N MAIN ST GRAHAM	Name: Court Square Development Group, LLC
Tax Parcel ID#: 145849	Phone Number: 336-229-4225
Owner's Name: Court Square Development Group, LLC	Email: OFFICEADMIN@TRIAD.RR.COM
Use of Building: COMMERCIAL/RETAIL	Relationship to Property <i>(check one)</i> :
Business Name <i>(if applicable)</i> : SUTTONS	Property Owner <input checked="" type="checkbox"/> Tenant/Business Owner <input type="checkbox"/>

Description of Proposed Improvement

Write a brief description below and attach 1) an existing photo of the project area; 2) a drawing, sketch or picture of the proposed improvement. **(Please type or print clearly)**

WINDOWS:
REFURBISH AND REPAINT TRIM AND WINDOWS

Total Estimated Cost *(lowest bid quote)*: \$ 8,300.19

Attach at least two itemized cost estimates from vendors/contractors for proposed work.



2025-2026 Business Beautification Grant Program Application

I [have / have not If you answered "Have", please state from what source, amount and date of award.

Checklist for a Complete Application

- I have read the City of Graham *Business Beautification Grant Program* overview and fully understand the agreement.
- I have met with the City Building Inspector and
My project [does / does not - The owner's written and signed permission is attached, if applicant is not owner.
 Not applicable
- An existing picture of the project area and a drawing, sketch and/or picture of the proposed improvement are/is attached.
- At least two itemized project cost estimates are attached.
- If located in the Graham Historic District, I have received Certificate of Appropriateness (COA) approval for the work submitted in this application prior to the Appearance Commission meeting in which these grant funds will be awarded.
- I understand in order to receive reimbursement, my project must be completed, inspected, and approved by the City's Inspections and Planning Departments.
- I understand in order to receive reimbursement all paid receipts must be submitted to the planning department.

WT
Initials I understand that the City of Graham *Business Beautification Grant Program* must be used in the manner described in this application, with all of the work herein described prior to the reimbursement of any funds.

WT
Initials I understand the application must be approved by the Graham Appearance Commission prior to commencement of any project.

WT
Initials I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

WT
Initials I understand that failure to complete the project by **May 1, 2026** will result in the forfeiture of all grant funds. A request for an extension filed in writing prior to the deadline may result in an extension until no later than June 1, 2026.

William R. Jolley
Applicant Signature Date 12/30/25

E. P. Gates Construction & Realty, LLC

7 SE Court Sq Ste 100
Graham, NC 27253

336-229-4225

Invoice

Date	Invoice #
12/30/2025	743434698

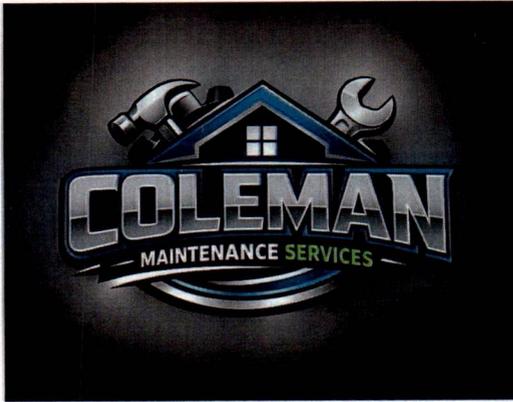
Bill To

Court Square Development Group
114 N. Main St
Graham, NC 27253

P.O. No.	Terms	Due Date	Account #	Project
		12/30/2025		112 N MAIN ST. ...
Serviced	Description	Qty	Rate	Amount
	WINDOWS: REFURBISH AND REPAINT TRIM AND WINDOWS		5,925.00	5,925.00
	LIFT RENTAL		1,800.00	1,800.00T
	PERMITTING AND ADMIN		425.00	425.00T
	Sales Tax		6.75%	150.19

Please remit payment to
E. P. Gates Construction & Realty PO Box 872
Graham, NC 27253
Thank you

Total	\$8,300.19
Payments/Credits	\$0.00
Balance Due	\$8,300.19



Coleman Maintenance Services

**312 Cheeks Lane
Graham, NC 27253
336-437-5645**

January 7, 2026

Quote #2278

Suttons Building Windows and Trim

Item #1: Windows & Trim
Scrap old flaking paint, caulk and paint windows and facade trim
Includes lift rental

Unit Cost: \$7,770.00

Item #2: Permit – City of Graham
Unit Cost: \$500.00

Sub-Total: \$8,270.00

Sub-Total: \$8,270.00

Sales Tax: \$ 558.23

TOTAL: \$8,828.23

Terms: 50% Deposit Required with Balance due upon completion. VISA / MC / AMEX accepted.

MINIMUM ORDER \$25.00 Notice-to-Proceed is defined as follows:

- Signed Contract
- Signed Drawings
- Deposit or Payment as shown on Estimate

Applicable sales tax on product will be added to final invoice.

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By my signature, I authorize work to begin and agree to pay the above amount in full according to the terms on this agreement.

Signed by

Date



