

## OXFORD HISTORIC DISTRICT COMMISSION

### MINUTES

SEPTEMBER 9, 2019

The regular monthly meeting of the Oxford Historic District Commission was called to order by the chairman, Thomas Costigan, on Monday, September 9, 2019, at 5 p.m., in the meeting room of the Oxford Community Services Building.

Other commission members in attendance were Suzanne Litty, Jennifer Stanley, James Deerin, Patricia Ingram, and Julie Wells.

The minutes of the meeting of August 5, 2019 were approved and accepted as distributed.

The following building permits were reviewed by the commission:

#19-58, John Miller, 104 Jefferson Street, move garden shed approximately 30'. Mr. Miller explained to the commission that he was looking to move his existing shed to another area on his property, redo the coverage on the property, install permeable pavers, replace a walkway, remove existing brick work, and make ground changes so that the rainwater moves away from his house to a new rain garden. Chairman Costigan asked if the larger shed that Mr. Miller had submitted in a demolition permit had been removed. Mr. Miller responded that it had and added that the changes he was requesting would result in a decrease of the impervious surface coverage on the property by approximately 20%. Mr. Deerin made a motion that the commission approve the request, with respect to 104 Jefferson Street, to move the existing shed as shown on the plan, marked as #3 as part of the application, from one side of the property to the other side of the property. The motion was seconded by Ms. Litty and unanimously carried by all in favor.

#19-59, Robert Fay, 305 Market Street, replace 13 windows to be glass and wood; new windows will be the exact size and type as old windows. Mr. Fay explained that the house had 2 sections with one section of the house that had originally been located on Tred Avon Avenue and brought over to Market Street. He added that he had found that the windows in the house were replaced in the 1950's and were found to have no real value. As such, he was coming before the HDC to request permission to replace 13 existing windows with new, six over six windows with real wooden muntins. Mr. Fay added that two (2) windows in the house are newer and that they would not be replaced. Mr. Deerin noted that the commission had looked at the windows in question with Mr. Fay earlier and that they too had determined that they were not historic. Mrs. Wells made a motion that the commission accept the 305 Market Street request to replace 13 windows with new six over six windows to be the same size. The motion was seconded by Mrs. Stanley and unanimously carried with all in favor.

#19-15, Church of the Holy Trinity, 502 S. Morris Street, relocate accessory chapel building from 200 West Street to the Church of the Holy Trinity. Reverend Kevin Cross, Rector of the Church of the Holy Trinity, presented the application explaining that the building in question currently sits on the property belonging to Thomas Mandylas, who has offered his accessory building to the church. Rev. Cross noted that it would be an enhancement to the church to be used to meet with families before services or other small private meetings. The site will be prepared and a foundation laid prior to the accessory building

being set down on the church's property. Chairman Costigan asked about the color of the building. Rev. Cross responded that the building is currently yellow and that no discussions had taken place regarding the change of the existing color. The doors of the accessory building would face out towards Morris Street and the building would be set on a concrete slab with a turn down slab edge. A single step would lead up into it. A stone pathway, similar to an existing stone pathway on the property, would lead up to the building. Mrs. Wells asked about a shed right across from where this building will be placed. Rev. Cross explained that the shed in which Mrs. Wells was describing actually belonged to Oxford Inn and Popes Tavern located at 504 S. Morris Street. Mr. Deerin asked when the project would begin. Rev. Cross responded sometime in the fall of 2019. Ms. Litty made a motion to approve the moving of the building from Mr. Mandylas' property to the church's property at 502 S. Morris Street. The motion was seconded by Mrs. Wells and unanimously carried with all in favor.

This concluded the review of building permits.

A consultation was held with Catherine Bitter, interior designer for the owners of condo units 1 and 3 at 106 E. Strand and the house at 108 E. Strand. She explained that the windows at 108 E. Strand were not in great shape, nor were they historic, and that the owners are looking to replace them with 2 over 2 windows. The same couple own units 1 and 3 in the condo building at 106 E. Strand. Ms. Bitter noted that building currently has some structural foundation issues and that all the windows in the building were replacements windows. The owners are looking to replace the windows in their 2 units with 2 over 2 windows, similar to the ones they want to use in their 108 E. Strand home. Chairman Costigan asked if new windows would be placed in the entire building, including unit 2. Ms. Bitter responded the work would be done in just units 1 and 3. Ms. Litty asked if the windows could be consistent on all 3 floors or at the very least, just the windows in the front of the building. Mr. Deerin asked if the windows in the front of the building were consistent now. Ms. Bitter responded that they were and that they were all single light. Chairman Costigan suggested that the commission should all take a field trip together to see what is there now as he had concerns that it would look odd if the second floor were to look differently from the 1<sup>st</sup> and 3<sup>rd</sup> floors. Ms. Bitter noted that the windows were hard to see because the front of the building is mostly concealed by railing. The group was all in agreement that they needed to look at the building to get a better idea of what was there. Chairman Costigan asked about the outside staircase along the side of the building. Ms. Bitter responded that the owners had been working on plans to possibly close it in or get an elevator in an attempt to get rid of it. Ms. Bitter also asked about replacing the front door of the condo with a replacement door and that only Unit 1 has a front door entrance. In general, the commission members did not have any real objections to the requests other than visiting 106 E. Strand to get a better idea of what the windows looked like on the building.

A last minute request for a permit review came in from Katie Schroeder, property owner of 207 South Street who came before the commission seeking permission to replace her front door with a new one. She explained that the new door would look like her old one except that the new door would have 2 lights instead of 4 lights which her existing door has. Also, the existing door is varnished. The new door would be painted green. Mr. Deerin made a motion that the commission approve the permit for 207 South Street for the replacement of the front door including painting the door green (color 7621 – Cascade). The motion was seconded by Mrs. Ingram and unanimously carried by all in favor.

Ms. Litty addressed the commission stating that she and Administrator Cheryl Lewis had been working together on what color to paint The Mews. In trying the copy the original color of the building, the two picked out a grey color labeled as "Pewter." The trim of the building would be white. The members all

agreed the color would look good. A question was raised as to whether or not the underside of the porch roof would be painted sky blue. Ms. Litty responded that she thought it would.

Chairman Costigan reminded the commission members that they needed to hold their yearly election at this night's meeting for Chairman/woman of the commission. Ms. Litty nominated Thomas Costigan. The motion was seconded by Mrs. Wells. Everyone enthusiastically agreed that Mr. Costigan should continue on as Chairman. Chairman Costigan graciously accepted the continued role of Chairman for another year.

Chairman Costigan reminded everyone of the upcoming volunteer dinner on September 27<sup>th</sup> and of the upcoming Commissioners meeting to be held at the Oxford Community Center on September 10<sup>th</sup> to discuss traffic throughout town.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Lisa Willoughby