

OXFORD HISTORIC DISTRICT COMMISSION

MINUTES

OCTOBER 5, 2015

The regular monthly meeting of the Oxford Historic District Commission was called to order by the chairman, Thomas Costigan, on Monday, October 5, 2015 at 5:00 p.m., in the meeting room of the Oxford Community Services Building.

Other commission members in attendance were Suzanne Litty and James Deerin, along with Administrator Cheryl Lewis.

The minutes of the meeting of September 14, 2015 were approved and accepted as distributed.

The following building permits were reviewed:

1. Permit #15-21, Brewers Yacht Yard, 407 E. Strand, remove existing modular home; replace with one story frame building and deck to be used as a clubhouse and baths for marina, to be located in approximate same location. Architect Dennis Still and Residential Designer Timothy Kearns were both present to discuss the application. Mr. Kearns noted that the final plans were very similar to what he had presented to the commission back in June of 2015. The existing structure on the property would be removed and replaced with a clubhouse that would have a covered breezeway connected to bathhouse and laundry. The decking material surrounding the clubhouse would be Epay. Elevated planters would be integrated into the decking. The one story clubhouse would be in the same location as the existing building that is scheduled for demolition. The new building would be close to 30' in height once completed. Mr. Deerin pointed out that the new structure would be much more visible than the current structure. Mr. Costigan asked about the two different sidings to be used on the building. Mr. Kearns stated they were planning on using "Cedar Impressions" along with board and batten in order to accentuate the cedar impressions. The siding colors will match the other buildings in the area and the roofing material will be a standard fiberglass shingle resembling a wood color. Mr. Deerin made a motion to approve the plans dated 9/30/15, identified as the Brewar Clubhouse Renovation/Addition for 502 The Strand. The motion was seconded by Ms. Litty and unanimously carried with all in favor.
2. Permit #15-47, Jennifer Stanley, 225 S. Morris, request for a box shed for storage of church shutters. Mrs. Stanley was represented by her architect, Dennis Buttner and builder, Joseph Balderson. The sole purpose of the shed would be to house the hurricane storm panels need to protect the stained glass windows in the church. Mr. Buttner noted that the location of the shed had been changed from what he had originally shown in the plans to now tuck in under two windows, within the boundaries of the church itself, thus making it less visible from Morris Street. The structure itself would remain basically the same and would only be moved over a little from what the original site plan showed. The panels would be attached to the windows in

the event of high winds via hook fasteners. The 14 panels themselves would be about 14' tall. The shed to house them would be on the north side of the church. Mr. Deerin stated that the new drawing and location provided at this night's meeting were more fitting for the church. It was pointed out that the shed would be directly attached to the side of the church but that the siding on the church would not be removed. The storage shed would be finished with siding to match the church. Mr. Deerin made a motion to approve the revised plans dated 10/5/15 for the addition of a storage shed for hurricane shutters for the church. The motion was seconded by Ms. Litty and unanimously carried with all in favor.

This concluded the review of building permits.

A memo was read aloud by Mr. Costigan from the town office asking if it would be allowable for the owner of the property at 104 Factory to remove her brick sidewalk, which had become dangerous for her to walk on, and to replace it with a concrete walk the same size. The answer was a definite "no."

Old Business

The commission members went over the a few final changes to the revised draft ordinance that Attorney Brynja Booth had prepared. New questions were raised such as providing a provision within the ordinance for providing notice to the person whose house is in question, whether the person who receives the notice is required to present their claim of hardship, should that be the case, to the HDC at a meeting and if this needs to be specified, changing certain words within the text of the ordinance, and if legal fees should be collected. Administrator Lewis stated she would check on all the items in question. It was agreed by all that the commission would ask Attorney Booth to look into the changes as mentioned in hopes that they would have the final draft available for review at the next regularly scheduled meeting in November. Administrator Lewis reminded the commission that the draft ordinance would still have to be reviewed by the Planning Commission before being sent on to the Commissioners for their review.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Lisa Willoughby
Assistant Clerk