

OXFORD HISTORIC DISTRICT COMMISSION

MINUTES

AUGUST 1, 2016

The regular monthly meeting of the Oxford Historic District Commission was called to order by the chairman, Thomas Costigan, on Monday, August 1, 2016, at 5:00 p.m., in the meeting room of the Oxford Community Services Building.

Also in attendance were members Suzanne Litty, Patricia Ingram, and Jennifer Stanley, along with Administrator/Clerk-Treasurer, Cheryl Lewis.

The minutes of the meeting of July 11, 2016 were approved and accepted as distributed with the following correction: page 2, line 7, the words "now has" should be changed to "can have." Mr. Costigan pointed out that the Oxford Historic District Commission hasn't adopted the change as discussed in this paragraph and that their parameters will remain the same.

The following building permits were reviewed:

1. Permit #16-39, Constance Carlson, 109 Benoni Street, remove cedar shingles on house and replace with asphalt or cedar shingles. Mrs. Carlson explained that the deteriorating cedar shake roofing currently on her house was installed in 1996/1997. Originally the house had asphalt shingles. She had received bids for both cedar and asphalt shingles and asked if the commission would be willing to approve either one. Mr. Costigan explained that the HDC's guidelines favor in-kind replacements so since the house currently has cedar shingles they would like to see the cedar shingles remain or to have something that mimics cedar shingles such as synthetic cedar shingles. The third choice would be for Mrs. Carlson to look into architectural asphalt shingles. Mrs. Carlson noted that her roof was hard to see from the street. The commission members talked about approving the use of the cedar shakes but if the applicant were to decide to go back to asphalt, she would need to come back and speak to the commission. Mrs. Carlson stated that if she went with asphalt it would be Certainteed architectural shingles in a weathered wood color. Ms. Litty made a motion to approve the cedar shakes adding that if the applicant decides not to use the cedar shakes, that she contact the town office and the HDC will go forth with the next options. The motion was seconded by Mrs. Stanley and unanimously carried with all in favor.
2. Permit #16-40, Eleanor Blayney, 109 South Street, remove existing roof and replace with Certainteed weathered wood shingles; add 2 skylights. Ms. Blayney and real estate agent Henry Hale were both present to explain the application. Mr. Hale spoke stating that the existing cedar shingles were in terrible condition and that the applicant wishes to replace them with asphalt. She would also like to add to skylights to her roof. Mr. Hale produced photos taken from atop a fire truck showing just how difficult it would be to see the skylights from the street. Mr. Costigan agreed that he didn't think they would be visible from the public way. Mrs. Stanley made a motion that the commission approves the replacement of the roof at 109 South Street with asphalt. The motion was seconded by Mrs. Ingram and unanimously carried with all in favor. Mrs. Stanley made a second motion that the commission allows Ms. Blayney to install

two skylights on her south facing roof, which is not visible from the public way. The motion was seconded by Mrs. Ingram and unanimously carried with all in favor.

This concluded the review of building permits.

Mr. Costigan allowed a question from a member of the audience. David Baker addressed the group stating that he too was looking to replace the roof on his house located on the Strand due to excessive wind damage. His question was whether or not the commission would allow him to replace his dark shingles with lighter ones, enabling him to make his home more energy efficient. Mr. Costigan stated the commission would need to see the color of the shingle he was proposing but that he couldn't imagine the commission having a problem with the request.

New Business

Administrator Lewis addressed the commission stating that the office had received a request for an appeal by the Oxford Mercantile Group, and due to time constraints, she was hoping the commission could review it at this meeting. She explained that certain things one may want to do can be found under special exception but require a hearing before the Board of Appeals. In this case, the owners of 104 S. Morris Street want to have a café. This is something that is allowed in R-2 under special exception and therefore must go before the appeals board. Ms. Lewis was hoping to get an opinion from both the HDC and the Planning Commission on the appropriateness of the request. Ms. Litty stated she thought it was a great idea. Mrs. Stanley agreed adding that historically it was an appropriate use of the building. Mr. Costigan made a motion to encourage, approve, and look favorably upon the idea as put forth by the new property owner. Ms. Litty seconded the motion which was unanimously carried with all in favor.

Administrator Lewis reminded the commission of the upcoming informational meeting on Monday, August 22, to discuss the final draft of the Strategic Economic Development Plan for the Oxford Historic Commercial District and also mentioned some of the elements that have been incorporated into that plan. She also added that she has been working on securing grants to put towards the construction plans and stabilization of The Mews.

An election was held for chairperson of the HDC for FY 2016-2017. Mrs. Stanley made a motion that Mr. Costigan remain as chairman. The motion was seconded by Ms. Litty and unanimously carried. Mr. Costigan agreed that he would serve as chairman for at least one more year.

The next meeting of the HDC will be held on Monday, September 12 as the first Monday in September is a holiday.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Lisa Willoughby
Assistant Clerk