

OXFORD HISTORIC DISTRICT COMMISSION

MINUTES

MARCH 7, 2016

The regular monthly meeting of the Oxford Historic District Commission was called to order by the chairman, Thomas Costigan, on Monday, March 7, 2016 at 5:00 p.m., in the meeting room of the Oxford Community Services Building.

Other commission members in attendance were Jennifer Stanley, Patricia Ingram, and James Deerin.

The minutes of the meeting of February 1, 2016 were approved and accepted as distributed.

The following building permits were reviewed by the commission:

1. Permit #16-06, Sam Taylor, 204 Market Street, remove shingles and install new 30 lb. felt paper and new 30 yr. asphalt shingles. No one was present to discuss the application with the commission. Mr. Costigan presented a sample board that the owner had provided which showed several asphalt roofing shingle colors. The commission was unable to determine what color shingle the applicant was requesting. Administrator Cheryl Lewis, who was present at this meeting, stated she would try to get in touch with the owner to clarify with him what color roof he was looking to have. The application was tabled but was later reopened as a result of the arrival of Mr. Taylor's contractor who confirmed that Mr. Taylor was requesting to remove all the shingles on his house and replace them with the asphalt roof color sample shown as "Virginia slate." Everyone was agreeable with the request.
2. Permit #16-05, Dan and Susan Kordell, 510 E. Strand, replace existing driveway with a dry-laid brick driveway of the same size; existing gravel will be excavated to install a 9" layer of crush-and-run, topped with a 1" layer of stone dust for a base for dry laid brick. Mr. Kordell explained that the driveway that he and his wife presently have is gravel and the stones are being displaced out into the street, along with not draining well. They would like to replace the stone with brick to match their existing walkway which is laid in concrete. Mr. Costigan pointed out that the commission does not encourage bricks to be set in concrete. Mr. Kordell indicated he was aware of that and that he did not intend to lay the proposed brick driveway in concrete. In looking at brick driveway patterns, Mr. Kordell noted that in his application he mentioned using a running pattern for the brick driveway but that he and his wife preferred a herringbone design along with the option of placing a brick edge along the driveway, possibly to be done in a herringbone design. When questioned as to whether or not his neighbors had brick driveways, Mr. Kordell responded that his neighbor across the street did and that the neighbor's driveway was done in a herringbone pattern. Mr. Kordell pointed out that he would not be increasing the footprint from what is already there. Mr. Deerin made a motion to approve the dry laid brick driveway in place of the gravel at 510 E. Strand. The motion was seconded by Mrs. Stanley and unanimously carried with all in favor. Before leaving, Mr. Kordell asked if he also had approval for the driveway to have a herringbone design and/or a herringbone design along the edge of the brick driveway. Mr. Costigan responded that the commission approved the concept and

suggested that Mr. Kordell get his prices together, let the office know when he has decided what design he wants to go with, and then he would be good to go.

3. Permit #16-07, Mark and Amber Petry, 209 S. Morris Street, installation of an air conditioning system. Mrs. Petry explained that she would like the a/c unit to be placed towards the front side of her house as it was the only place where it could go. Presently the house has only a/c window units. The new a/c unit would be placed in the same area where there already exists a propane tank. The propane tank is hidden by a holly tree and the a/c unit would be hidden by the chimney. Mrs. Petry added that the unit could not be placed on the opposite side of the house as there were underground wires located in that area. Mrs. Stanley made a motion to accept the proposal for an a/c unit at the location given. The motion was seconded by Mr. Derrin and unanimously carried with all in favor.
4. Permit #16-08, John Miller, 104 Jefferson Street, move existing shed. Mr. Miller explained that he wanted to move his existing shed more towards his neighbor's sheds so that they would be in close proximity to one another and allow Mr. Miller more space in his own yard. He stated that currently his shed was visible from the street but that by moving it closer to the neighboring sheds it would no longer be easily visible from the street. He added that he wanted to keep the shed because according to the Douglas Hanks, Jr. book "Oxford Treasures - Then and Now" it had originally been the outhouse at the train station that had once been in Oxford. Mr. Deerin made a motion to approve the relocation of the existing shed as shown on the plat and in the photos. The motion was seconded by Mrs. Ingram and unanimously carried with all in favor.
5. Permit #16-09, David Driscoll, 202 E. Strand, to lay an area of lawn notionally assigned for a brick area to provide easier access to driveway. Mr. Driscoll explained to the commission that he had at one time a gravel driveway which he replaced with brick strips a few years ago. This consisted of two straight brick lines reaching out towards the Strand road. The problem is that no one can make an exact 90 degree turn into his driveway without making a mess of the lawn in a small area close to the driveway. The proposed plan calls for a curved brick area leading into the driveway in order to make it easier to come in on that side, which is the side Mr. Driscoll stated he and his wife always used. Mrs. Stanley made a motion to allow the Driscolls to lay two rows of curved brick. The motion was seconded by Mrs. Ingram and unanimously carried with all in favor.
6. Permit #16-10, David Smith, 218 N. Morris Street, Apt. E, change out existing ductless mini-split heat pump system; installing outside unit in same location as existing. No one was present to represent the application. The commission, with the assistance of Town Administrator Cheryl Lewis, looked over the application. It was determined that the new a/c unit would be placed in the back, on the top floor of the building, where it would be tucked in under one of the eaves. Mr. Deerin made a motion to approve the installation of the replacement unit. The motion was seconded and unanimously carried. A few minutes later, Mr. Barry Jensen of Nordic Air Conditioning and representative for Mr. Smith entered the meeting and confirmed the location and placement of the unit.

This concluded the review of building permits.

A consultation was held with Administrator Lewis who presented to the commission a proposed grant for an audio tour of the town. This came about as a result of a request from the Oxford Business Association members along with the support of the Oxford Museum. Administrator Lewis distributed photos of the proposed project which would be a low impact informational service for people passing through town in order to gain information about Oxford. The information boxes are hand powered, environmentally friendly audio interpretive devices that run on solar power. Information would be

provided on such topics as the history of the customs house, Oxford ferry, living shoreline, etc. The "Eco-Box System" would cover a multitude of areas within the town. The boxes are sturdy and can play up to four different messages. Volunteers have already come forward to assist with the project. The grant itself is a 50/50 grant. Costs for the project would be shared with the OBA and museum. Mrs. Stanley expressed her approval of the project but added that she would like to see someplace which already has this system in place. Mr. Deerin expressed concerns regarding signage and whether it would further clutter the streetscape. Administrator Lewis stated she would work to have the units blend into the areas in which they were being placed adding that they will serve the purpose of informing the public on the history, heritage, and resiliency of the town.

Administrator Lewis reminded the commission that on Saturday, March 12th, the Commissioners would be holding an informational meeting, open to the public, to discuss the proposed purchase of The Mews by the town. Mr. Costigan stated he had sent a reminder to everyone as the HDC is in favor of the project but that there was some misinformation being spread throughout town. Administrator Lewis explained to the commission that the town was awarded \$300,000 from the DHCD towards the acquisition of The Mews property. The seller has come down \$50,000 from what they had previously wanted so that now the town would only be responsible for \$200,000 of the \$500,000 agreed selling price. There is a contract in place. The purpose of the Saturday meeting is to get town residents to hear what is going on, which is basically the acquisition of this property with \$200,000 of town money and to stabilize it within the town budget. The best case would be if someone decides to purchase it, they could, at \$200,000 or whatever the town ends up spending on it. If that does not happen, the town can clean it up, paint it, and wait until someone comes up with an idea for it. Administrator Lewis also reminded the commission that there would also be a public hearing regarding the acquisition of the property at the next town meeting on March 22.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Lisa Willoughby
Assistant Clerk