

OXFORD HISTORIC DISTRICT COMMISSION

MINUTES

APRIL 3, 2017

The regular monthly meeting of the Oxford Historic District Commission was called to order by the chairman, Thomas Costigan, on Monday, April 3, 2017, at 5:00 p.m., in the meeting room of the Oxford Community Services Building.

Other commission members in attendance were Suzanne Litty, Jennifer Stanley, Patricia Ingram, and James Deerin. Also present was Town Administrator Cheryl Lewis.

The minutes of the meeting of March 6, 2017 were approved and accepted as distributed.

The following building permits were reviewed by the Historic District Commission:

1. Permit #16-24 - Carolie Patton, 103Tilghman Street, request for revision to construction of a new home on vacant lot with front porch. Although the applicant was not present to discuss her application the request was straightforward. On March 6, 2017, the HDC approved Ms. Patton's application for a new home, which would have a front door facing Tilghman Street and a second entrance, on the west side of the house, facing towards Morris Street. Upon further examination, Ms. Patton was coming back to request a revision to change the placement of her second entrance to the east side of her house so that it would come out along the same side as her proposed driveway. The home would still have only two (2) entrances. Everything else previously approved by the HDC would remain the same. Ms. Litty made a motion to approve the entrance being moved to the east side of Ms. Patton's house. The motion was seconded by Mrs. Stanley and unanimously carried with all in favor.
2. Permit #17-24, David Poe, 301 N. Morris Street, winterize and update existing potting shed structure by replacing door on west end, adding hardwood floors, adding insulation, adding head pump, and adding shower. Mr. Poe presented his application stating that his accessory structure had been on his property since 2005. The structure, which is 28' x 12' has a small bathroom in it but lacks any heat or insulation. Mr. Poe explained that he was looking to winterize the building by installing a heat pump and changing out a single door on the west end of the building with a French door. The heat pump would be placed on the north side of the building, facing into the owner's yard. Mr. Deerin made a motion to approve the application for the heat pump and door as shown on the drawings. The motion was seconded by Mrs. Stanley and unanimously carried with all in favor.
3. Permit #17-31, 1880 Bank, 104 Factory Street, removal and replacement of brick sidewalks; replace shingled roof with architectural "Hickory" color shingles. The application was presented by Town Administrator Cheryl Lewis. Administrator Lewis explained that the bank currently has a brick sidewalk off of Wilson Street leading up to the side of the bank building. The bank is looking to remove this sidewalk altogether. They are also looking to remove the brick walk in front of their building that leads off onto Factory Street and to replace it with new bricks along with fixing the cement piece at the end of the brick walk leading onto the street in order to make it more handicap friendly. Also requested is the replacement of the existing asphalt roofing on the building to be replaced with the same material in a similar color. A motion was

made by Mr. Deerin to approve the 3 requested changes to the 1880 Bank building. The motion was seconded by Mrs. Ingram and unanimously carried with all in favor.

4. Permit #17-35, Mr. and Mrs. Donald Gibson, demolish existing house and construction of new two-story house. Both Mr. and Mrs. Gibson, along with their architect, Philip Logan, were present to discuss the application. Mr. Costigan spoke stating that the commission had spoken with Mr. Logan back in June of 2016 about the Gibson's property and the condition of the existing house and what would take its place if it were to be removed. At that time, Mr. Logan had presented 3 possible options for the property. The commission members had looked at the existing house on the property as a group and had determined that it should be demolished. Mr. Logan spoke stating that the building permit application they were presenting at this night's meeting was broken down into two (2) phases: 1) the demolition of the existing house, and 2) the proposal for the new home. The plans call for the building of a new home using the existing foundation that would replicate the original look of the existing house from the front, having two over two windows. The house would be elevated to meet the flood plain requirements. It would extend out through the back and a green space would be maintained on the east side. In the back of the house, 6 over 6 windows double hung windows would be used with a different fenestration to allow for variety. A second entrance would be located on the east side of the house and a breezeway would be created to connect part of the house to a studio in the back. The breezeway, which Mr. Logan described more like a greenhouse, would work to create a transparent connector between the two spaces. The studio would have smaller, double hung windows. A question was raised as to what the overall height of the building would be. Mr. Logan stated he would try to figure it out and get back to the commission later with that information. As to the materials being used on the house, Mr. Logan stated that the house would be covered in hardy plank, the trim would be white Azek, brick piers would be used, and the windows would be Marvins. The owners will come back before the commission with their house colors at a later date but they noted they were leaning towards a light yellow house with a gray asphalt roof and a metal porch roof (the color undetermined at this time). The plans showed the use of some small awning windows in the rear of the house which created some discussion amongst the members of the commission. Ms. Litty was especially opposed to the use of the awning windows and argued that they were not allowed as per the guidelines. Mr. Logan explained that the areas in which he had placed awning windows were areas that needed ventilation but were not easily accessible. It was eventually settled that the guidelines actually state that awning windows could not be used in the front of homes in the historic district but could be used on other parts of the home. The chairman reminded the owners that the commission would eventually need to see samples of everything as it pertained to house color, roof facts, and trim color. Mr. Deerin made a motion that the commission approve the demolition of the existing structure and construction on the lot of a new structure as presented to the board with the understanding that the owners come back with house color, roof color, metal roof color, and shingles. The motion was seconded by Mrs. Stanley and unanimously carried with all in favor.

This concluded the review building permits.

A brief consultation was held with HDC member Patricia Ingram with regards to a shed she was looking to build on her property that would be seen from the water. Mrs. Ingram explained that she had been working with residential designer Timothy Kearns to design a garden shed that would match the addition to Mrs. Ingram's home. The new shed would be located about 3' off on the side from Mrs.

Ingram's house. The general consensus was that everyone was OK with the direction in which the design was going.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Lisa Willoughby
Assistant Clerk