

## OXFORD HISTORIC DISTRICT COMMISSION

### MINUTES

OCTOBER 2, 2017

The regular monthly meeting of the Oxford Historic District Commission was called to order by the chairman, Thomas Costigan, on Monday, October 2, 2017, at 5:00 p.m., in the meeting room of the Oxford Community Services Building.

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

The minutes of the meeting of August 7, 2017 were approved and accepted as distributed.

The following permits were reviewed by the commission:

#17-64 Norman Bell, 304 S. Morris Street, remove existing siding and roofing tiles and replace with materials to match house; repair any structural issues, repair door and re-install. Mr. Bell explained to the commission that his existing shed was in need of some work, particularly the siding, roof, and trim on the building. Mr. Costigan asked Mr. Bell if he was planning on saving the finials currently existing on the building to which Mr. Bell responded that he was. The shed would be covered in Hardie plank to match the Bell's house. Mr. Deerin made a motion to approve the removal of the existing siding and roofing tiles and to replace them with materials to match the house. The motion was seconded by Mrs. Stanley and unanimously carried with all in favor.

Daniel Greenhawk, 103 Tred Avon Avenue, replace 4'x4' SW corner post of house and replace minimal clapboard siding. Mr. Greenhawk was represented by his brother James Greenhawk and sister Danette Greenhawk Evergam. James Greenhawk explained that there was only one corner of the house where the siding and wood under it were rotting. The plan would be to remove the rot and put back exactly what was there. Mrs. Stanley suggested the owners look into having the house checked for termites. Ms. Litty made a motion to approve the replacement of the corner of the (rotted) siding. The motion was seconded by Mrs. Stanley and unanimously carried with all in favor.

This concluded the review of building permits.

A consultation was held with residential designer Timothy Kearns and his client, Harvey Zendt, property owner of 311 N. Morris Street. Mr. Kearns and Mr. Zendt discussed with the commission Mr. Zendt's desire to install three (3) windows on a large blank area of his home facing south. The windows would be similar to other windows found on the front of the house which are double hung, four over four windows. Mr. Kearns added that Mr. Zendt would also like to build an addition with a chimney in the back of his home which would be barely visible from the street. Questions were raised as to what kinds of materials could be used for the chimney. The commission members agreed that they would be agreeable to the use of brick veneer as long as the chimney would look as though it was made entirely of brick. There was some question as to the choice of the new windows that the owner wanted. Mr. Zendt pointed out that his house had four (4) different kinds of windows in it and that the window style

he and Mr. Kearns chose was the one they felt would look the best out the four they could have picked from. The committee members were all agreeable as to what Mr. Zendt was looking to do.

A brief discussion took place regarding work being done around town without applications. It was noted by Mr. Costigan that the town office is aware of what is happening and taking steps to educate residents. Mrs. Stanley questioned why Mr. Greenhawk had to come before the commission as it was her understanding that if one were just replacing something with the same materials, one did not have to come before the HDC. Mr. Costigan responded that it just depended on how significant something was and that each case was different. It was noted that there were two other homes in town that were out of compliance that Mr. Costigan mentioned he would like to talk to Administrator Cheryl Lewis about. It was also discussed that the town office should be more proactive in telling new residents about the town's HDC guidelines.

Mr. Costigan asked that the members vote for a new chairman. All the members, with the exception of Mr. Costigan, strongly stated that they wanted Mr. Costigan to remain the chairman. Ms. Litty formally made a motion nominating Mr. Costigan as chairman for another year. The motion was seconded by Mr. Deerin and unanimously carried with all in favor.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Lisa Willoughby  
Assistant Clerk