

## OXFORD HISTORIC DISTRICT COMMISSION

### MINUTES

DECEMBER 4, 2020

The regular monthly meeting of the Oxford Historic District Commission was called to order by the Chairman, Thomas Costigan, on Monday, December 4, 2020, at 5:00 p.m., via "Zoom" due to the ongoing pandemic of a virus known as Covid-19.

Other members participating in the virtual meeting included James Deerin, Suzanne Litty, Jennifer Stanley, and Julie Wells. Also present was Town Manager Cheryl Lewis.

The following building permits were reviewed by the commission:

1. Permit #20-81, Mr. and Mrs. William Dial, 220 South Street, replace existing 32 year old windows with new windows; existing windows are not historic; new windows will be exact size of old and 2 over 2. Both Mr. and Mrs. Dial were virtually present to discuss the application. Mr. Dial explained that his home was built around 1990 and that the 6 over 6 windows that were installed when the house was built have deteriorated over time and that he would like to replace all 26 windows with new 2 over 2 windows. The new windows would have exterior muntins and the existing shutters would remain in place. Chairman Costigan asked if any of the windows had storm windows over them. Mr. Dial responded they did not, nor would the new ones as they would be thermal windows. He added that very little carpentry would be required as the new windows would fit in the exact space of the old ones that would be removed. Ms. Litty made a motion to accept the application for the new windows as presented. The motion was seconded by Mrs. Stanley and unanimously carried with all in favor.
2. Permit #20-82, Paul and Carol Griggs, 104 Stewart Avenue, fence installation. Mr. Griggs was virtually present to discuss his application. Mr. Griggs explained that he was looking to entirely fence in the back of his property. He noted that there was an existing fence along one side of his property and partially along the back end of his property. He stated his plan was to continue the fencing in the back and bring it up to the other side, ending it by installing a 5' gate on the left hand side of the rear back of the house and a 3' gate at the right hand side of the rear of the house. The fence would be Oxford style fencing. Mrs. Wells asked if Oxford picket fencing would be used all the way around and at the back of the house. Mr. Griggs responded he would be using new Oxford style fencing for the work he was planning on doing but the existing picket fencing would remain as is. Mrs. Wells pointed out that this would result in two different styles of fencing being used along the back property line. Mr. Griggs responded that was correct but noted that his neighbor had landscaped in front of picket fencing in the rear so that it would not be noticeable. Mr. Deerin asked if the new gates would be built using the Oxford style fencing. Mr. Griggs responded that they would. Mrs. Wells stated that her only concern was the use of two different kinds of fencing in the back. Mr. Griggs pointed out that the property to the right of him also has two different styles of fencing there and that he was not interested in matching up his fencing at this point in time. Chairman Costigan stated that he didn't have a problem with what Mr. Griggs was proposing and that he would only be concerned if they were talking about different styles of fencing in the front of the of the property. Ms. Litty agreed with

Chairman Costigan. Mrs. Stanley made a motion that the commission accept the Oxford fence proposal for 104 Stewart Avenue belonging to Paul and Carol Griggss. The motion was seconded by Ms. Litty and unanimously carried with all in favor.

This concluded the review of building permits.

## **CONSULTATION**

A virtual consultation was held with Mr. and Mrs. Daniel Kordell, property owners of 510 E. Strand, to discuss their desire to install an elevator inside their home. Mr. Kordell spoke stating that they had been working with local architect Pamela Gardner on the project. Their desire to install an interior elevator was not working out easily and so the plan now would be to do a small bump-out in the back corner of the house. Mr. Kordell stated that he was looking to get preliminary approval of the concept plan before going any further with the project due to cost. Photos and drawings of the proposed work had been sent to the members of the commission prior to the meeting for their review. Chairman Costigan noted that two members of the commission had elevators in their own homes. Mr. Kordell spoke stating that he and his wife had talked to their neighbors about their plans for a 4' x 6' bump-out that would be difficult to see from the waterfront or street. Mr. Deerin noted that he had put an interior elevator in this home. Mr. Kordell responded that they had wanted to do the same but that the upstairs and downstairs of their home was built in such a way that an interior elevator would not work. Mrs. Wells commented that she thought the plan looked nice and was impressed as to how they figured it all out. When asked if the bump-out would result in any other changes, Mr. Kordell responded that one existing window might have to be pushed over a little and that he would like to have a door on the outside at ground level so the elevator could be accessible by wheelchair, if possible. He was not sure at this time if the elevator could accommodate that, but if so, it would be installed in line with an existing fence in that area. If it were possible, Mr. Kordell stated he thought it would break up the line a little bit and look nicer. Mr. Deerin commented that he thought it worked and was a good solution. Chairman Costigan stated that his only thought was with regards to the roof line and that if the roof line of the bump-out were to match the same as the main house, it would look best. Mr. Kordell noted that this was his intention. Chairman Costigan also pointed out that the request would result in a change that would be visually minimal from the street. Mr. Deerin also noted that the house itself was not a contributing structure. Chairman Costigan ended the consultation by stating that he was not hearing any major objections to the project and that if Mr. and Mrs. Kordell wanted to go ahead and work with their architect, they had the commission's preliminary blessing to do so.

Prior to closing, Chairman Costigan asked if the Town Manager wanted to say anything. Manager Lewis responded that Joanne Hanson was virtually present at the meeting and that the virtual meetings would probably continue through to March of 2021. She also apologized for the lateness occurring with the minutes noting that the workload in the town office had been phenomenal.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Lisa Willoughby  
Assistant Clerk