

OXFORD HISTORIC DISTRICT COMMISSION

MINUTES

JULY 6, 2020

The regular monthly meeting of the Oxford Historic District Commission was called to order by the Chairman, Thomas Costigan, on Monday, July 6, 2020, at 5:00 p.m., via "Zoom" due to the on-going pandemic of a virus known as Covid-19.

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

The minutes of the meeting of June 1, 2020 were approved and accepted as distributed.

The following building permits were reviewed by the commission:

1. Permit #20-27, Tom Skowron, 103 Tred Avon Avenue, remove and replace roofing structure (lean-to roofs on back and side of house; demolish roof, if necessary, and demo walls to ensure they are up to current building code; main roof line will not change. Mr. Skowron was virtually represented by builder Brock Morris. Mr. Morris explained that the back of the home at 103 Tred Avon was not constructed properly and that the roofline was caving in on itself. The roofs that Mr. Skowron is seeking to remove are part of additions to the main, original part of his house. The original roofline of the main house would not be touched. Mr. Deerin asked if a window, located on the second floor above the lean-to, would be removed with the construction of the new proposed roofing. Mr. Morris responded that the owner would want to have it removed, if possible, because it was just a regular storm window, not an original, historic window. The plan would be to reside that area and bring the roof-line up to meet the other side in order to create an even roofline in the back along with a proper hip roof. Mr. Deerin asked about the sliding glass doors in the bump-out area of the addition. Mr. Morris stated that if they found that the walls in this section of the house had no headers, the walls would be removed and the sliding glass doors would have to be addressed. However, if a header is found to be in decent condition, everything would remain. Mrs. Wells asked if thought had been given to abandoning the lean-to completely. Mr. Morris responded it all depended on what they found when they started working on the roof. If the walls are to come down, the project would have to be revisited because they would have to rework the foundation line. He added that he did not have a definitive answer because they needed to find out what was built on top of the rat slab where the addition had been framed. A question was raised with regards to the siding on the house. Mr. Morris responded that the original siding is rough mill cut, 1" thick pine, about 6" wide. If the back section of the house needs to be rebuilt, the owner would order the siding from a mill in Lancaster so that the new siding could be made to match that of the main house and have the same milling work. Chairman Costigan noted that it would be interesting to see what is found once the walls in the lean-to section are torn into. Mr. Deerin asked that if the need is found to tear down the existing structure, would Mr. Morris be coming back with a design for that section. Mr. Morris responded that if that were to be the case, the only real change would be to the series of sliding glass doors found in that area so that the siding would

be continuous, along with the addition of an entrance door. Mr. Morris again stated that he did not know the scope of work he may have to do until he gets started on the roofs. Mr. Deerin commented that he understood that the HDC was being asked, at this meeting, if the owner could remove the present lean-to roofs. He then asked what type of roofing material would be used on the new roofs. Mr. Morris stated that he thought the best choice would be a flat, black matte metal roofing, somewhere between standing seam and corrugated metal, with good flashing underneath. Mrs. Stanley asked about the possibility of a drawing. Mr. Morris offered to attach a materials list and added that he could also go with architectural shingles as found on the current roof. Mrs. Wells suggested that Mr. Morris find out what he will be dealing with first and then come back to the HDC. Mr. Deerin added that Mr. Morris could take away from this meeting that he (Mr. Deerin) would look favorably on the removal of the two roofs and replacement with a single hip roof that would include the removal of the one second floor window in order to bring the elevation up correctly. Chairman Costigan stated that, in summary, he thought maybe a little more homework needed to be done on Mr. Morris' part prior to the next HDC meeting but that he could start to tear out the walls from inside. Mr. Morris responded that if he did do that demolition work, he would want to have a dumpster there while he was working on it. Chairman Costigan suggested the application be tabled until the next meet and that Mr. Morris could start the demolition process inside, remove the debris, and do some investigative work. Mr. Morris asked if he could do some digging around the foundation as well as that was the only way he could definitely tell if there was enough support there to hold the new roofing. Chairman Costigan responded he could as that would probably have to be done at some point anyway. Mrs. Wells added that Mr. Morris should come back with a full plan. The permit was unanimously tabled until further information has been received.

2. Permit #20-30, Mr. and Mrs. David Bruce, 222 South Street, add window on ground floor north side of house. Mr. Bruce was virtually present to discuss the application. He explained to the commission that on the ground floor of the house there is one window on the street side, and that the remaining first floor windows are on the south side. Mr. Bruce noted that he and his wife wanted to add a double hung window on the north wall to add light and that it would be offset from the neighbor's window so that they would not be looking into one another's house. Mr. Deerin noted that the new window would be slightly smaller than the windows on the south side of house but would be identical to the 3' x 3' windows on the rest of the house. The same trim as found on all the windows on the house would be used for the new one. Mrs. Stanley made a motion to approve the Mr. and Mrs. Bruce's request to add a new window on the north side of the house, 3' x 3', to match the windows on the front of the house. The motion was seconded by Ms. Litty and unanimously carried with all in favor.
3. Permit #20-34, Maria Antokas, 103 Stewart Ave., new siding on entire house using wood lap siding, smooth face, white in color with PVC trim around windows; replace aluminum strip around existing fascia and soffit. Contractor Brian Omohundro was virtually present to discuss the application. Mr. Omohundro explained that the intention is to overlay the existing siding with white lap siding to freshen up what is already on the house. The owners would like to keep the aluminum fascia and soffits that currently existing on the house. Ms. Litty made a motion to approve the application as submitted. Mrs. Ingram seconded the motion which was unanimously carried without any further discussion.
4. Permit #20-35, Cameron Mactavish, 102 Caroline Street, request to revise previously approved garage plans, to relocate new chimney to south elevation instead of north elevation and incorporate a gas fireplace. Mr. Mactavish was virtually present to discuss his permit. He explained that his request was a simple revision to his previously approved application for a new

studio/garage with a chimney which he is requesting to move from the previously approved north elevation to the south elevation instead of the originally approved north elevation. The chimney would be brick with a woodstove inside and an outdoor fireplace on the outside. Mr. Deerin asked if it would be visible from the street. Mr. Mactavish responded that just a bit of it would be visible from the driveway but that it was tucked around the side porch and would be about 100' off of Caroline Street. It would be built using the same footprint and height as to what was previously approved. Mrs. Stanley made a motion to approve the request to revise the previously approved garage plans at 102 Caroline Street to relocate the new chimney to the south elevation instead of the north elevation, with the chimney incorporating an outdoor gas fireplace. The motion was seconded by Mrs. Ingram and unanimously carried with all in favor.

5. Permit #20-36, Penny Klotz, 207 South Street, picket fence along north and south boundary lines with small section in front. Ms. Klotz was virtually present to discuss her application. Mrs. Klotz noted that she had sent in an amended drawing to what she had previously submitted as the result of a discussion she had with her neighbors. The fence would be a 3' picket fence, stick built on the property, and instead of going all the way back to the water, it would only go out 40' past a brick walkway in the back of the property, and only along the sides of the property. The pickets would be shaped like spears. Chairman Costigan asked about the proposed fencing in the front of the property. Ms. Klotz responded that she was looking to put in some new fencing in the front in preparation for a planned walkway to the front porch. This fencing would match the new fencing in the back of the house. Mr. Deerin made a motion to approve the application at 207 South Street for installation of new fencing as shown on the revised plat dated 7/6/2020 for both sides of the backyard, approx. 40' in length from the brick walkway, along with a small portion of fencing, as shown on the plat, in the front of the property. The motion was seconded by Mrs. Ingram and unanimously carried with all in favor.
6. Permit #20-37, Oxford Museum, 101 S. Morris Street, removing existing 12' x 18' storage shed and concrete pad; install new, pre-fabricated 12' x 24' she on a 14' x 26' gravel pad. Museum member John Tochko was virtually present to discuss the application. He noted that the museum property currently has a 12' x 18' shed that is in bad shape that the museum would like to remove, along with the concrete pad underneath it. It would be replaced with a new shed, with new dimensions, parallel to the property and in-line with The Mews. It would be placed on a loose gravel foundation a foot wider than the shed itself. It would have a double door on the Pork Alley side of the property, that would be 4' wide and 7' high, similar to barn doors, and on the side of the building facing Market Street, it would have Colonial-like double doors. A window would face on the Market Street side of the building. The building would have electricity for light and a dehumidifier. The new structure would be covered with Hardie plank flat siding and painted sandstone, much like the existing museum color. The roof would be light brown to match the museum roof and it would have white trim. Ms. Litty made a motion to approve the shed as presented for the museum. The motion was seconded by Mrs. Ingram and unanimously carried with all in favor.
7. Permit #20-38, Analipsi, LLC, 200 West Street, installation of a 38'9" x 16" swimming pool and surrounding pool deck. Architect Christine Dayton was virtually present to discuss the application. Ms. Dayton noted that the pool had been reviewed in the past but there had not been any details for it at the time. A site plan was presented showing the layout of the pool behind the accessory structure and relationship of the pool to the street and the neighbor's existing house. It was explained there would be planting all the way down the property line along with two layers of fences. The pool would not be visible from West Street or from the river as the topography is such that one would not really be able to see it all that well. Chairman Costigan asked if there was an provision for the pool equipment. Ms. Dayton responded that it

would be located within the accessory structure with nothing visible from outside. The material around the deck would be 2'x2' cream color pavers, similar to limestone. Mr. Deerin made a motion to approve the installation of the pool at 220 West Street as shown on the various plans including project sheet 207 and sheet 1 of 2 from Lane Engineering, along with the topography plan as submitted with the application, and various photos, etc. The motion was seconded by Ms. Litty and unanimously carried without further discussion.

8. Permit #20-32 Oxford Museum, 101 S. Morris Street, replacement of front display windows with wood framed thermo-pane Marvin windows. Stuart Parnes was virtually present to discuss the application. He explained that the museum was looking to replace their aging front windows with modern, thermo-pane glass, that will look like what is there now but will not have the failing aluminum framing that the current windows have. The hope is to replace the existing windows by professionals before the museum is open again to the public. Mr. Parnes stated that the windows would be all glass and have no panes. Mrs. Stanley made a motion to approve the window replacement of the frame and glass for the Oxford Museum. The motion was seconded by Ms. Litty and unanimously carried without further discussion.

A virtual consultation was held with residential designer Tim Kearns on behalf of Patricia Ingram, property owner of 203 South Street, regarding the relocation of her existing arbor. Mr. Kearns explained that Mrs. Ingram's arbor is presently located in her backyard beside her garden shed and that she wanted to move it away from the new fence her neighbor at 207 South Street is constructing. Because no drawings were available, the commission asked to see something before they made a decision on it. Mr. Kearns stated he would get drawings into the town office prior to meeting with the HDC again on this matter.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Lisa Willoughby
Assistant Clerk