

OXFORD HISTORIC DISTRICT COMMISSION

MINUTES

DECEMBER 4, 2023

The regular monthly meeting of the Oxford Historic District Commission was called to order by the Chairperson, Jennifer Stanley, on December 4, 2023, at 5:00 p.m., in the meeting room of the Oxford Community Services Building.

Other commission members in attendance were Suzanne Litty, Terry Sullivan, James Wilcox, Justin Werner, and Margaret Morris, along with Town Planner, Maria Brophy.

The minutes of the meeting of November 6, 2023, were approved and accepted as distributed.

The following permits were reviewed by the commission:

- Permit #23-100, Al and Marti Sikes, 105 W. Division Street, 1 story wood framed shed on concrete floating slab. Mr. and Mrs. Sikes were represented by their architect, Pamela Gardner. Ms. Gardner explained that the couple were requesting to build a one story storage shed in the back of their property. Drawings were presented indicating that the building would have a standing seam metal roof and white siding, both of which would match the existing house, along with simulated, divided light windows. It was noted that the equipment needed for the previously approved solar tiles to be installed on the house would be located behind the new shed, not inside it. This brought about a discussion as to how highly visible the solar equipment would be to the neighboring properties as well as the future swimming pool's pool equipment. Ms. Gardner stated landscaping plans for the property are currently being developed and that the HDC's concerns will be taken into consideration in the form of either a screen of living shrubbery or fencing. Mr. Werner made a motion that the application of Al and Marti Sikes, at 105 W. Division Street, for a one story frame shed on a concrete slab, be approved as submitted with consideration given of adding some kind of screening to the back and side of the structure since it will be visible from the side streets. The motion was seconded by Mr. Sullivan and unanimously carried with all in favor.
- Permit #23-102, Frank, Bill, and Kathy Martien, 312 N. Morris Street, rear addition with living room and bedroom and street side front porch. The Martien family were represented by their contractor, Scott Cronshaw. Mr. Cronshaw noted that most of the work being proposed would not be easily visible to the public and that the majority of the work would be done in the back of the house. However, some work would be done which would face Morris Street. This would include the extension of a little portico in the area of the front door that would extend across the front of the house, that would match the existing match front porch with the new masonry work butting up against it. No railing would be needed as the extension would be only 12 to 14 inches off grade. New roofing is proposed which would match the same style and color as currently found on the house. New siding being used with would match the existing siding on the house, having the same style and color. Mr. Cronshaw noted that the family was hoping to keep everything the same and that they were not looking to change the exterior of the house or introduce anything new. Mr. Wilcox asked about the windows. Mr. Cronshaw explained that only 3 windows would be changing

on the front of the house that faces onto North Morris Street. These include two double hung windows that would be replaced with Pella, architectural series windows, with simulated divided light, of the same size as those which are existing, to be installed in the same location, having the same size. The other is a request for one circular window. This brought about a lengthy discussion of contributing vs. non-contributing houses, the guidelines, and keeping with the streetscape. Mr. Cronshaw pointed out that the only real change his client had asked for was the addition of a circular window. Mr. Wilcox offered the suggestion that maybe the addition of a circular window could be added to another location on the house, such as the rear. Discussion turned to the south elevation of the house in which the owners are proposing the addition of a transom window in their bathroom in order to add more natural light to the room. Changes proposed to the east side and rear of the property include adding 2 patio doors that will open out to a brick patio. None of the existing windows located on the east and rear of the house would be changing. Mr. Cronshaw confirmed that the only requested windows that would be deviating from that which exist in the house would be the request for the round window and transom window. When questioned again about the placement of the round window, Mr. Cronshaw confirmed that the circular window would be going into a bedroom but that it really didn't need to be there and there was no reason it couldn't be a standard window. It was noted that there would be a porch roof over the circular window that would shade it a little bit from view. Mr. Werner was of the opinion that the round window would change the character of the house and questioned how it would contribute to the town as it is now and that it was a modern, contemporary accent. Mr. Cronshaw responded by stating that the owner looked at the circular window as being reminiscent of a port hole for a sailboat. Mr. Werner stated that he had no problem with the installation of a circular window to the house as long as it was out of the public way, not front and center as requested. Discussion turned to the painting of the front door the color Benjamin Moore Van Deusen Blue and the existing shutters being painted black. This, in turn, brought up a discussion about the shingles on the house failing to be the correct size for the windows they protect with the general consensus being that the shutters either need to fit the windows property or not be used at all. Mr. Sullivan made a motion that the commission approve the application for 312 N. Morris Street as submitted with the plans with the exception that the round window will now become a standard window, similar in size to the others on the west elevation and also that the shutters be either full sized shutters or have no shutters at all, along with the front door to be painted Benjamin Moore Van Deusen Blue, new cedar shingles to be painted and installed with the same spacing and color as the existing shingles, and that the owner be offered the option of placing a round window on the house but in a different location. The motion was seconded by Mr. Wilcox and unanimously carried with all in favor. Mr. Cronshaw closed his meeting with the HDC by stating that he understood he would have to revise the drawings to indicate the window changes.

This concluded the review of building permits.

CONSULTATION

A consultation was held with residential designer Timothy Kearns, representative for Old Point Comfort, at 218 N. Morris Street. Mr. Kearns met with the commission to discuss the possibility of the condo owners of this property replacing a series of windows on the building with energy efficient windows. Questions were raised as to the age of the windows on the building along with the age of building itself. It was agreed that Chairperson Stanley and HDC member Justin Werner would meet with Mr. Kearns at the site so that

pictures could be taken of the windows and brought back to the members to review at next month's meeting. Further discussion on this topic will be held at next month's meeting, scheduled for Monday, January 8, 2024.

There being no further business the meeting was adjourned.

Respectfully submitted,

Lisa Willoughby

Assistant Clerk