

**Oxford Historic Preservation Commission
Meeting Minutes
December 7, 2010**

In Attendance : Yancy Washington – Chairman
Susan Wicker – Vice-Chairman
Elizabeth Watts – Secretary
Ken Koeplinger

Absent : Cathleen Weaver – Treasurer
Ben Floyd

Guests : Cheryl Hart – Oxford Planning Director
LuAnne Gilligan – Asst. Recording Secretary
Gerald Proctor with Progress Energy
Brian Alligood – Granville County Manager
Bill Burgin – Architect Representative
Danny Norman Jr. with Ramsay, Burgin, Smith Architects Inc.
Tresia Dodson – Director of Richard H. Thornton Library
Scott Phillips – Director of Granville Co. Development Services

Topic	Discussion	Action/Follow-Up
-------	------------	------------------

Call to Order	Chairman Washington called the meeting to order at 6:00 pm in the conference room at City Hall, Oxford, NC.	
Approval of Minutes	Motion to approve the minutes was made by and seconded by	Cheryl Hart had not had a chance to review the minutes from the last meeting but told Chairman Washington that she would do so and we would vote on them at the next meeting.
Old Business		There was no old business to discuss at this time.
<p>Review COA application #1</p> <p>Chairman Yancy presented for review Tresa Dodson and Scott Phillips representing the Richard H. Thornton Library on 210 Main St. Oxford NC.</p>	<p>The application was for (a) a new sign and (b) proper fixtures with adequate lighting for the parking lot in the rear of the library.</p> <p>1. Bill Burgin submitted sign options for the new library. Renderings of the proposed library sign was offered in 3 different heights, 5 foot, 7 foot and 9 foot. The sign would be position in the same location as the current sign and have Richard H. Thornton Library on both sides. It would be styled the same as the architecture of the building and with the same materials.</p> <p>Susan asked Mr. Burgin to identify the height of the building and the height of the current sign. Mr. Burgin responded that the height of the building was 16 feet and the height of the existing sign was 5 feet. Susan then asked if the height of the building had changed and to explain the increase in mass of the overall renovation. Mr. Burgin replied that the height of the building was the same but that the square footage of the building had almost doubled, in that 10, 945 sq ft had been added to the 12,730 sq ft footprint.</p> <p>There was some discussion among the HPC members that the 9 foot sign would be inappropriate but that a taller sign may be</p>	

appropriate since the mass of the building had nearly doubled.

Chairman Yancy then went over the worksheet with the commission to see if

- (a) the height of the 7' proposed structure is harmonious with existing structure and surrounding buildings
- (b) the setback and placement of structure is harmonious with surrounding buildings
- (c) exterior construction materials that are discernible from street are historically appropriate with Historic District and architecture of building
- (d) exterior color is harmonious with building and other homes and buildings in Historic District
- (e) architectural details are maintained /restored and new construction is congruent with the style of house or building
- (f-k) N/A to this application

The Commission deemed the proposed sign to be congruent with the above measures.

A COA worksheet is attached along with photographs.

Motion to approve the COA application for the 7' sign was made by Susan Wicker and seconded by Elizabeth Watts.

2. Bill Burgin then presented the COA application for the lighting in the parking lot. The lights were purchased (leased) from Progress Energy. We chose the fixture we thought was most appropriate for the 1963 building. We had different options but the one we chose, we felt really good about, because it seemed to match the building and era the best. It is called a Cobra Head Fixture. It is almost white with the same color columns so that it

Based on the analysis, the commission approved the 7' sign unanimously.

is also against the white that is in the building again being the most suited for the building. We have placed three with dual heads on the very back side of the parking lot.

Bill Burgin discussed the lighting design for the library parking lot that had already been installed. Three dual head lamp post had been installed with Cobra Head fixtures. This particular lighting fixture was chosen among many available through Progress Energy to compliment the 1963 architecture of the building..

Chairman Yancy asked them what consideration was given to the height of the lights. Mr. Burgin answered in order to reach their goal to get even lighting over the entire lot for all the vehicles they had to go the height they chose which is 30'. Susan questioned the possibility of having pedestrian level (which is 12') or just some type of shorter lights and Mr. Proctor with Progress Energy stated that if they chose shorter or even lantern style lights they would have at least twice as many posts which would certainly not be as cost effective and the lighting would also be uneven thus compromising safety.

Susan Wicker noted that one of the Oxford Commissioners (not present at the meeting) requested that the HPC evaluate the following elements:

Brightness of lights, specifically, can they be dimmed?

Height of lights, specifically, can they be lowered?

Design of lights, specifically, what other options were explored?

The library panel responded as follows:

The brightness of the lights meets current safety standards for lighting public spaces. Other Oxford downtown lighting (which is less bright) would not pass current safety standards for illumination thus should not be considered for comparison.

The height of the current lampposts is purposeful. The 3 double head lamps illuminate the entire parking lot. Lowering the lights would change the illumination pattern of the parking lot;

specifically, lower lamps would create “dark spots” and compromise safety. To illuminate the entire parking lot with lower lights would require more lamp posts.

Other lantern/lampposts options were explored but the current design was believed to best suit a 1960’s building. In addition, a lantern style light emits light differently than the down-light offered by the Cobra head design. Lighting emissions from lantern style lights cannot be controlled like that of a down-light design, and potentially would bleed light beyond that of the parking lot in an adjacent residential lot.

- Chairperson Yancy then went over the worksheet with the commission to see if
- (a) the height of the proposed structure is harmonious with existing adjacent and surrounding buildings
 - (b) the setback and placement of the proposed structure is harmonious with surrounding buildings
 - (c) the exterior construction materials that are discernible from the street are historically appropriate for the style of the house and congruent with the architecture of the house and the Historic District
 - (d) the exterior colors for this project are historically appropriate for the style house or building with others like it in the Historic District
 - (e – k) N/A to this application

Susan Wicker made a motion that the new light fixtures as proposed are congruent with the architecture integrity of the 1960's building and seconded by Ken Koeplinger.

Based on the analysis, the commission voted to approve the COA applications as they exist unanimously.

--	--	--

Oxford Historic Preservation Commission Meeting Minutes

Topic	Discussion	Action/Follow-Up
New Business		There was no new business at this time.
Adjourn	<p>There being no further business, Ken Koepplinger made the motion to adjourn and seconded by Elizabeth Watts.</p> <p>The date of the next meeting will be announced at a later time.</p>	
<p>Minutes Prepared By LuAnne Gilligan</p>		