

**Oxford Historic Preservation Commission
Meeting Minutes
October 28, 2010**

In Attendance : Yancy Washington – Chairman
Susan Wicker – Vice-Chairman
Cathleen Weaver – Treasurer
Ken Koepplinger
Ben Floyd

Absent : Elizabeth Watts – Secretary
Kim Booth

Guests : Cheryl Hart – Oxford Planning Director
Lu Anne Gilligan – Asst. Recording Secretary
Mayor Al Woodlief
John and Debbie Smith
Eddie and Pam Dalton
Dr. Myra Mabry
Chris Outlaw

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	With Susan Wicker's revisions made to the rough draft before the meeting, the motion to approve the minutes was made by Cathy Weaver and seconded by Ben Floyd.	With the revisions made, the August minutes were approved unanimously.
Old Business	<p>COA review worksheet</p> <ul style="list-style-type: none"> ● Motion to approve the COA review worksheet was made by and seconded by . 	There was no old business to discuss at this time.
<p>Review COA application</p> <p>Before we began our meeting Mayor Al Woodlief wanted to address the commission.</p>	<p>Mayor Al spoke to the commission requesting their support for two reasons: (1) Appropriate signs for the Courthouse (2) Assistance in planning Oxford's 200 year Anniversary which will be held in five years</p> <ul style="list-style-type: none"> • (1) Since reconstructing the traffic pattern at the Courthouse, the main front doors are now kept locked for security reasons. The Mayor feels it would be an asset to everyone and would also avoid confusion as to where our courthouse is now located, if there were appropriate signs placed near the main doors. He wants: <ul style="list-style-type: none"> (a) Courthouse and an arrow (b) Courthouse/ Date it was built / Entrance Attainable on Williamsboro Street <p>Since the county will not fund this project, he felt it would be great for the OHPC and the Historical Society to do so.</p> <ul style="list-style-type: none"> • Cathy Weaver expressed the fact that if he had been at the last meeting, they could have put it in a grant. Al, however, did not think it would be very costly, although he did express the desire to have it appropriate to the other Historical signs that were placed in the Historical District. <p>Cheryl Hart informed the Mayor that we would contact</p>	

Scott Phillips on the signage.

- (2)The next request was to enlist members of the OHPC and the Historical Society to assist in the planning stages for the 200 year anniversary of Oxford. This will take place in five (5) years and the commissioners are thinking that it will cost between \$75,000.00 and \$100,000.00 to do everything that is needed to be done, so please, if you get a call to serve on a committee please consider doing so. They will need you.

Al also told the commission and the guests that there were a new series of postcards available for \$5.00 for Christmas. They would be on sale at City Hall, Stovalls and at the Museum. There are only 400 photographs and twelve in each package. “ A great stocking stuffer.”

Oxford Historic Preservation Commission Meeting Minutes

Topic	Discussion	Action/Follow-Up
Review COA application #1 Chairman Yancy	<p>The Smith's COA's application is a request to restore their home to it's original structure by :</p> <p>(1) Restoration of columns and half columns on and above front porch and restore railings above side porch. The previous owners had taken down the columns and placed some of them in the basement. They would use what they could of those and reconstruct the remaining. Ben Floyd and Cathy Weaver suggested</p>	

<p>presented for review John and Debbie Smith on 224 College Street, Oxford, NC</p>	<p>they talk to their neighbor, Mary Haus, for there may be a possibility she would have information regarding the location of the remaining columns.</p> <p>(2)The Smiths also had Terry Gates, a contractor that has worked nationwide and also numerous times for the State of NC, restoring properties, to come in and mix his own mortar to fix soldier bricks so that now when you look at them, the highly visible cracks are barely noticeable. This was done before they were aware that they were supposed to come before the OHPC. Photographs were provided of this work</p> <p>(3)The repair and replication of eaves/fascia which are rotten in places. Terry Gates will replicate the eaves on the 'Paul Green Home' in Asheville, NC, exactly. He will prime and paint to match existing color of the house. The rotten eaves are mostly on the exterior corners of the house. There is a hole in one where squirrels have been getting into the attic.</p> <p>A COA worksheet is attached along with photos of all the necessary restorations.</p> <p>Motion to approve the COA review application was made by Cathy Weaver and seconded by Ben Floyd.</p>	<p>Based on the analysis, the commission approved the repairs and restorations of the columns and railings, the eaves/fascia repair and the repair that was made to the soldier bricks unanimously.</p>
<p>Review COA application #2 Chairman Yancy presented for review Elizabeth Watts on 215 Gilliam St., Oxford, NC</p>	<p>Due to the fact this was minor works, there was no discussion necessary .</p>	

Review COA
application #3

Chairman Yancy
presented for review
George Eddie Dalton
and Pam Dalton on 214
Main St., Oxford, NC

The Dalton's application was for work on and at a Bed and Breakfast by :

- (a) Installing a gravel driveway and parking lot for six (6) parking spaces (removing all sod, topsoil, and brush) and replacing it with 4 inches of ABC stone and topping with pea gravel
- (b) Two (2) new a/c units that will replace old boiler and existing a/c unit
- (c) Additional landscaping that will include plants and flowers in the front and along the entry walkway to the house
- (d) Downed gutters will be re-attached
- (e) Front porch will be repainted gray
- (f) A small white picket fence will added to the front along the front lawn/grassy area, nearest the sidewalk
- (g) A 2x2 sign to advertise the Bed and Breakfast will be added in front yard nearest white picket fence and the beginning of the walkway
- (h) The rear deck will be enclosed

Ben Floyd asked if they were using wood siding for their enclosure and they stated yes they were but Chairman Yancy pointed out that since the enclosure was in the back of the house, it is in our guidelines that we do not have to make specific plans and proposals. Cheryl Hart informed the commission the Dalton's were meeting before the Board of Adjustments, Monday night, the 1st, at 7:00 pm on the third floor of City Hall to obtain a special use permit and anyone was welcome to attend the meeting.

A discussion was held about the size the sign the Dalton's wanted to use. Cheryl pointed out that because it is still a resident, the commission should look at it differently than a business. The question of a light or spotlight was addressed. The commission decided that a spotlight would be appropriate to use to illuminate

	<p>the sign but no electrical lighted sign would be acceptable and the size they requested was also agreed upon.</p> <p>A COA worksheet is attached along with photographs.</p> <p>Motion to approve the COA review application was made by Cathy Weaver and seconded by Ken Koeplinger.</p>	<p>Based on the analysis, the commission approved the driveway, parking lot, landscaping, picket fence, sign and spotlight unanimously.</p>
<p>Review COA application #4</p> <p>Chairman Yancy presented for review Susan and David Wicker on 414 College St., Oxford, NC</p>	<p>This was an application for the construction of a new 12 x16 structure that will be used as for storage. It will have white siding and black shingles. This building will not be visible from the street and is going to be similar to existing storage building. It is located in the back yard behind an existing carriage house.</p> <p>A COA worksheet is attached along with photographs.</p> <p>Motion to approve the COA review application was made by Ben Floyd and seconded by Ken Koeplinger.</p>	<p>Based on the analysis, the commission approved the 12 x 16 new storage structure, unanimously.</p>
<p>Review COA application #5</p> <p>Chairman Yancy presented for review Dr. Myra Mabry on 414 College St., Oxford, NC</p>	<p>This was an application for:</p> <ol style="list-style-type: none"> (1) Replace roof on the existing rear single story structure (2) Repaint exterior of house – same existing color (3) Replace 11' front porch header (4) Replace 30% front porch flooring (5) Install A/C unit at rear inside corner of house <p>*All materials used to replace items are the same as the existing materials</p> <p>Ken Koeplinger excused himself from the board on this application since he will be their contractor.</p> <p>There was much discussion on what type of roofing material would</p>	

	<p>be the best to use as far as cost efficient, appealing to the eye with the way the tin fastens, or how long one would last . Susan Wicker cautioned Myra to stay within the historical guidelines and that the money spent on her house would also qualify her for a 30% tax credit if she used the more authentic treatment as opposed to no tax credits when you use other materials. Also, Ms. Wickers pointed out that if you alter the historic integrity of the house, it will lose its eligibility to be a contributing structure and it could lose its status if you decided to sell it later on down the road to where it could no longer qualify to be on the Historic National Register. It was the general consensus of the commission to approve the roof of Myra Mabry's choice but they strongly recommended that she research what type of roofing was actually used previously, from a historical view and that she consult with the State Preservation Office for research about her tax credits.</p> <p>Susan Wicker offered to get her the name of the people she should contact.</p> <p>A COA worksheet is attached along with photographs.</p> <p>With the recommendation that Dr. Mabry contact the people about the tax credit, Susan Wicker made the motion to approve the COA review application and Cathy Weaver seconded it.</p>	<p>Based on the analysis, the commission approved the repainting, the replacement of the front porch header, replacement of the porch flooring, a/c unit and the roof with the stipulation that Myra contact State Preservation Office unanimously.</p>
New Business	<p>Ken Koeplinger asked what was the status on Manie Currin's renovations. Cheryl informed the commission that Manie had called her the past week and told her she had begun work October 20 on the foundation and the chimney would be next. This was verified. Cheryl was hopeful that Manie would be getting a schedule together for her soon.</p>	

Adjourn	The date of the next meeting will be announced at a later time. There being no further business, the meeting was adjourned.	
Minutes Prepared By LuAnne Gilligan		