



Historic Marker Program

Sponsored by the
Historic and Architectural Preservation Commission
City of Oxford, Ohio
Established 2009

The City of Oxford has a rich architectural history with buildings dating to the early 19th century. The city recognizes the increasing value of its historic resources and their contribution as an asset in attracting residents, visitors and investors to the community. The Historic and Architectural Preservation Commission (HAPC) encourages owners to show their pride in Oxford's history and cultural heritage by displaying Historic Markers on their buildings.

The HAPC Historic Marker Program was established as a way to promote interest in preservation and to recognize outstanding efforts made by owners of historic properties who have sensitively restored and/or maintained their structures.

The presentation of Oxford Historic Markers takes place in September. Properties must be located within the boundaries of the City of Oxford to be eligible for Awards. Nominations for Historic Markers can be made by owners, businesses, organizations or any individual who wishes to identify and reward exemplary preservation practices. It is important that the owner is aware of and agrees to the nomination, and that the Marker will be accepted if awarded.

Applications for nomination can be obtained at the Municipal Building at 101 East High Street. The deadline for submitting nominations is **May 1**. The HAPC will thoroughly research and verify information on applications and make the decision to award the Historic Markers, referring to the U.S. Secretary of the Interior's Standards for Rehabilitation and the National Park Service Preservation Briefs, as well as available resources and reference books on historic architecture.

The **Historic Marker Program** is organized in **two Tiers** as follows:

Tier One Markers will be awarded annually as a **Preservation Award** for restoration projects completed within the previous calendar year. Markers can also be awarded retroactively for nominations of exceptional preservation efforts in the past, or for intact and well maintained architecturally significant structures that contribute positively to the historic fabric of the city.

Tier Two Markers will be awarded annually as a **Historic Plaque** for a significant historic *structure* or historic *site*.

▪ ***Structure*** is defined as a building that was created to provide shelter for human activity of any type, including agricultural and recreational, and it should include all its basic structural elements. Additions, façades, wings or other parts of the *structure* will not be considered independently of the rest of the building. Generally a *structure* should be at least 50 years old to be considered for historic designation, but exceptions may be made if it is the site of a historic event or has other vital significance relevant to the development of the city, county, state or nation.

▪ ***Site*** is defined as an area or location designating a significant person, event or structure that influenced the development of the city, county, state or nation. It is not necessary for a surviving structure to remain on a *site*; it could be a cemetery, a designated scenic or nature trail, a landscape feature, etc.

Installation

With the owner's permission, the marker will be installed on the front façade to the left, or if not possible, to the right of the main door at eye level, about four to six feet above the ground or porch floor. It will be fastened with tamper-proof brass screws by a qualified contractor selected by the HAPC.

Tier One project categories eligible for the City of Oxford **Preservation Award** are: **Exterior Restoration for Residential, Exterior Restoration for Mixed-Use/Commercial, Adaptive Re-use, Project Excellence** and **Stewardship**.

Awards will be presented on the basis of the following criteria:

1. *Project design sensitivity* to the historic character, original architectural elements and fabric of the property, and degree of preservation or restoration achieved.
2. *Project execution* representing the *best preservation practice* and use of appropriate techniques and materials germane to its period and style whenever possible.
3. *Degree of difficulty* of problems or threats faced, and the creativity and appropriateness of the solutions applied.
4. *Impact of project* on the community and on the preservation of Oxford's historic resources, showing leadership, programs and project organization.

Award-winning projects embody the goals of preserving, protecting and celebrating Oxford's historic architecture and unique sense of place. **Preservation Awards** (Tier One) are presented, installed and provided by the City of Oxford. There is no fee to the owner or applicant for Preservation Awards.

Tier Two Historic Plaques will be considered by the HAPC for *structures* or *sites* on the basis of meeting one or more of the following criteria:

1. It is characteristic of an architectural style of a historic period and has integrity, retaining sufficient original elements of high enough quality and maintenance to show architectural significance.
2. The structure is listed on the National Register of Historic Places and has been maintained in appropriate condition since its registration, with no insensitive repairs, replacements or additions.
3. It is identified as the work of a master builder, designer, or architect whose individual work has influenced the development of the city, county, state or nation.
4. It is identified with a person or persons who significantly contributed to the development of the city, county, state or nation.
5. The structure or site has value as a reminder of the cultural or archaeological heritage of the city, county, state, or union.
6. It is the site of a significant local, county, state or national event.

Historic Plaques (Tier Two) are purchased through the HAPC by the owner or applicant; installation is included in the purchase price.

When Historic Markers are awarded, the building owners must pledge, in a Letter of Agreement with the City of Oxford, to maintain the historic integrity, the significant original features and the surrounding grounds that distinguish the character of the structure and its environment.

Historic Markers will not restrict homeowners from making appropriate changes to their property. However, changes considered inappropriate to the significant architectural elements or details of a *structure* or *site* will result in loss of designation and removal of the Marker.

This includes removing important architectural features, installing vinyl siding, replacing original windows with vinyl or metal windows, removing an original slate or tile roof, building inappropriate or insensitive additions, or otherwise destroying the integrity of the original structure.

For assistance or more information, contact the Oxford City Planner at the Municipal Building, 101 East High Street, Oxford. Telephone: 524-5204

Historic Marker Details

Preservation Awards

Tier One Markers awarded for historic preservation projects are 10" x 7" rectangular solid cast bronze plaques with customized wording and the City of Oxford Register number at the bottom.

(Example of style at right)



Historic Plaques

Tier Two Historic Plaques are a standard 7" x 10" solid cast bronze oval with the construction date prominently displayed in the center and the City of Oxford Register number at the bottom. The wording at the top can be customized, up to a maximum letter/space count. A name associated with the history of the structure is preferred and only verifiable historic facts will be allowed. The HAPC may assist with wording for the Plaque.

(Example of style at right)

