

HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION (HAPC)

Meeting Minutes

April 5, 2017

CALL TO ORDER

The April 5, 2017 meeting of the Oxford Historic and Architectural Preservation Commission was called to order at 6:00 p.m. by Mike Kohus, Chair. Members present were, Mike Smith, City Council Representative; Pete McCarthy, Planning Commission Representative, Christopher Skoglund, and Bobbe Burke. Lynne Kronholm was absent. City Staff present was Sam Perry, Planner.

Mr. Kohus and the HAPC welcomed Mr. Chris Skoglund.

APPROVAL OF AGENDA AND MINUTES

Mr. McCarthy made motion to approve the minutes and agenda as written. Mr. Smith seconded the motion. All were in favor.

Ms. Burke announced she would need to leave close to 7:00 pm. Ms. Burke inquired about packet photo quality, in regards to the Guidelines' photos page numbering.

NEW BUSINESS

HAPC-2017-07, 101 E. High Street, Municipal Building, window and roof replacement, repair of existing cupola, installation of two overhead doors, **Michael Dreisbach, Applicant/Agent**

Mr. Perry introduced this review stating this was a City project proposing to modify the current Municipal Building. Mr. Dreisbach, Service Director, will be handling the building and interior work, and limited exterior work which includes window replacement and installation of two overhead doors for police use. The Municipal Building will house the Police Department. Cupola will be repaired; however, the look of the building will not change.

Mr. Dreisbach, Service Director, provided a review. Mr. Dreisbach described the current use of the Municipal Building and stated that Administration would be moving into the former Lane Library and the Police Department would house the entire Municipal Building. Mr. Dreisbach noted that the Police Department was requesting sally port doors. Mr. Dreisbach stated that the footprint would not change. Mr. Dreisbach described work to be performed: clay tile roof tear off and total replacement, with a clay tile roof. The existing flat roof would be replaced with the same existing materials. An elevator installation would go from the basement to the second floor, requiring the one set of existing stairs to be removed. Existing windows would all be replaced with thermal windows; however, the window character would remain the same. Mr. Dreisbach did note that the material of the windows would change from the current iron. Mr. Dreisbach noted that they would like to screen the generator, and that the existing landscaping would remain. Mr. Dreisbach discussed signage, stating that the "Municipal Building" sign would be removed however, not sure if any signage would be put back up on the front of the building. Mr. Dreisbach referred to three doors off Poplar Street that at one time existed for the Firehouse. Standards and specs of the windows, and sally ports were distributed. Historical photos were shared. Mr. Dreisbach referred to the cupola design and inquired if the HAPC would want to see the railing installed on it as once existed. Mr. Dreisbach described conditions to be improved. Windows will look like the existing ones but will not be functional windows. Mr. Dreisbach showed where the sally port doors will go and nice drive aprons and sidewalks will be installed. The doors will have a glazed top panel, but the bottom portion will be made up of aluminum panels. Felt strongly the overhead doors needed to mirror the window pattern.

Open discussion took place. Mr. Kohus stated he would like to see the railing back on the cupola as it

would give the building more character. The HAPC liked that the Police Department signage would not appear on front of the building. Dental detail was discussed of whether or not it continued along the sides. Discussion followed whether dental work used to exist. Back to the discussion of the cupola, Mr. Smith, City Council member representative, noted that the budget was already tight and that he would likely defer on remaining contingencies of the cupola railing, because of budget limits. Mr. Smith continued that he would be okay if it was vinyl. Vinyl/aluminum are acceptable materials. Will allow the contractor to determine best reasonable restoration..

Mr. Dreisbach described the 3-phase remodeling/moving timeline. Mr. Dreisbach stated that the Lane Library would be completed first, target for move in by the holidays. Staff currently located on the second and first floors would move, then floors one and two would be remodeled, and police would move after that.

Prisoners will all be located on one level with access from the basement and alley. Mr. Dreisbach described the floor plans.

Mr. McCarthy made motion to approve HAPC-2017-07 as presented. Mr. Smith seconded the motion. All were in favor.

HAPC-2017-08, 15 S. College Avenue, former Lane Library, installation of additional windows, and the removal and replacement of an existing rooftop air conditioning condensing units,
Michael Dreisbach, Applicant/Agent

Mr. Perry provided an overview of the proposed modifications to the former Lane Library for the future City of Oxford Administration Building. The plan is for interior remodeling, the replacement and addition of windows, and the updating of the rooftop HVAC. There will be no change in footprint. Mr. Dreisbach shared that part of the design would be to cut several new window openings to allow for more light.

Mr. Dreisbach clarified the intent to remove all existing HVAC units and install one central unit to serve the building. Mr. Dreisbach added that it would not be feasible to screen the unit. Mr. Dreisbach shared that they want to bring in more natural light. They also will restore existing beams to their original condition. Will use like materials to what exists now. Window glazing will be like the existing windows. The stain glassed window will remain with no changes. Mr. Dreisbach displayed the new windows. A lot of new windows are planned. Mr. Dreisbach stated they would also restore one of the existing balconies/railings as it is deteriorating. A new roof is planned, but will be bidding as an alternate dependent upon budget. Buy hope bid prices are low to afford a new roof. Mr. Dreisbach identified the mechanical room location. Mr. Dreisbach also described the installation of a second floor "glass" floor to help carry light down into the first floor area. Exterior light poles to be changed out.

Mr. Skoglund made motion to approve HAPC-2017-08 as presented. Mr. Smith seconded the motion. All were in favor.

HAPC-2017-11 200-208 E. High Street, Beta Theta Pi Fraternity, renovation and addition to the Alpha Chapter House, **Renouveau Design, Inc., Applicant, Agent**

Mr. Perry provided an overview. Mr. Tom Converse, from Renouveau was present. Mr. Perry reminded the HAPC of a Concept Review that took place September 2016. Mr. Perry stated there have been no changes to the plans since. Full construction plans have been submitted for approvals. The HAPC however needs to approve for a Certificate of Appropriateness. There is a substantial addition that will connect the two buildings. Mr. Perry reviewed the existing conditions and drawing of the completed

project. The courtyard will be retained. Mr. Converse described the “connector” portico that was in the original design that now won’t be part of the new plan design as well as a portion of sidewalk design. This is a major project, renovation restoration, involving mechanical, parking, (which was part of the conditional use permit that went before Planning and City Council). Mr. Converse reviewed which windows would be replaced and which standards they would be following. New landscape plantings were planned as some of the older landscaping was being removed and replaced. Mr. McCarthy inquired about window shutters and some of the new windows to not include shutters. Mr. Smith stated he liked the idea of shutters not on every window. Mr. McCarthy inquired about some of the new windows being wider on one area of the newer portion. Discussion followed regarding vertical ratio. Mr. Perry suggested this be discussed as a group. Is there a reason for the square footage of the windows? Mr. Converse explained this area will house the formal living room and they want this to reflect activity and light and reflect a more grand area. This is a better sized window for the space. Mr. McCarthy inquired about the fireplace chimney location. Mr. Perry referred to the Design Guidelines having been written to reflect more of a commercial space and that the ratio may not pertain to this project. Shutter and window discussion continued. Mr. Converse stated that they were proposing to keep the star shutters on the 1850’s portion of the building, and panel shutters will stay on the 1840’s portion.

The HAPC discussed gutters. Mr. Converse stated that the addition will be built in box gutters, copper-lined. They do not match the 1850’s structure but fairly close to the 1840’s structure, based upon this being just a design judgement call. A third type of gutter would not have tied in well enough.

Ms. Burke stated she sincerely hoped the fraternity member’s rise to the occasion of the building. Mr. Converse discussed the fraternity’s Culture Committee. Also discussed was the presence of an adult will be housed there as well.

Mr. Skoglund made motion to approve HAPC-2017-08 as presented. Mr. Smith seconded the motion. All were in favor.

Mr. Converse praised the HAPC and Staff for their support and guidance.

PRESERVATION MONTH ACTIVITIES

Mr. Perry provided an historic marker list of those to possibly pursue. Mr. Perry shared the preservation award process with Mr. Skoglund. Mr. Perry suggested that should there not be any applicants for this year, to put the program on hold until we receive a handful of applications. Not sure it would be good to do one per year. Discussion followed.

Mr. Perry shared that the discussion of the Beta Theta Pi Fraternity would be a good project once completed.

Discussion followed.

The HAPC reviewed Mr. Perry’s list, including 200 E. High
109 W. High, currently Oxford Smoke Time, Corso family history. Tenant very excited about history of building.

130 E. High St -- Phi Gamma Delta House fire damage repair 2014

214 W. Church – Rodbro total renovation 2014

104 E. Church – Former Presbyterian Seminary repairs to floor, steeple, and windows 2016

Historic Plaques (paid by Owner):

33 W. High St – Former Green Door shop – owned by Blackburn

101 E. High St – City Building to undergo remodel for new Police HQ

117 W. Church St – owned by Winkler, potential transfer
203 W. Chestnut St – Harry Thobe bungalow design, owned by Leach

Discussion:

33 W. High Street – Mike Smith, stated he could work on
117 W. Church Street, owned by the Winkler's, potentially ownership transfer
101 E High Street, Municipal Building, remodeling soon to house Police Headquarters

Mr. Perry stated that he would need submitted by May 1.

Mr. Perry reviewed the 2017 Walking Tours. No changes to update on. Discussion followed.

Administrative Approvals

HAPC-2017-09-ADM, 29 E. High Street, formerly Lane & Kate, Hush Intimate Apparel,
relocation of an awning to new location, **Scott Webb, Applicant, Agent**

HAPC-2017-10-ADM, 109 W. High Street, formerly Morning Sun Bakery, Oxford Smoke Time,
removal of existing awning and installation of a wall sign above entrance door, **Karin Grimes, Applicant/Agent** Inquired about the design. Mr. Perry provided an overview.

Mr. Kohus reviewed with the HAPC.

OLD BUSINESS

Inventory updating. Mr. Kohus reviewed status of stating that the review was soon coming to an end.
Mr. Perry stated that the next inventory meeting is April 19, 2017.

Commission Goals/Objectives – Mr. McCarthy noted that it would be great to get historic inventory done.
Mr. McCarthy reviewed Planning Commission's encouragement of historic preservation. Discussion followed regarding expanding the Uptown Historic District.

ADJOURNMENT

Mr. Smith made a motion to adjourn the meeting. Mr. Skoglund seconded the motion. All were in favor.
The meeting was adjourned at 7:23 p.m.