

HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION (HAPC)

Meeting Minutes

May 4, 2016

CALL TO ORDER

The May 4, 2016 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 Dan Haizman, Peter McCarthy, Planning Commission Representative, and Kelsey Sturgill. Mike Smith, City Council Representative; and Bobbe Burke were excused. Staff present was Sam Perry, Planner.

APPROVAL OF AGENDA AND MINUTES

Mr. McCarthy made motion to approve the agenda as written. All were in favor.

Mr. Haizman made motion to approve the minutes as written. Mr. McCarthy seconded the motion.

PRESENTATION

10 S. College Avenue, Window Replacement Project, Oxford Community Arts Center, Miami University Owned Property, Caroline Croswell, Director

Caroline Croswell and Jack Williams were present and provided a history of the Oxford Community Arts Center and described the completed building improvements thus far. Ms. Croswell also shared the charter history. Mr. McCarthy also noted that the Community Arts Center has also received an historic preservation award. Ms. Croswell shared that the Community Arts Center Group formed in 1998 and incorporated and took control of the building in 2001; and was opened full time in 2006. Ms. Croswell shared the Mission of the Arts Center. Ms. Croswell reviewed program goals noting that they were very community driven.

Mr. Williams spoke. Mr. Williams is a board member and architect. Mr. Williams discussed building repairs that have taken place and project restoration. Mr. Williams referred to Phase III being the latest initiative, and consisted of exterior trim, front porch work, exterior masonry, tuck-pointing and roof work. Fire alarm and sprinkler installation also occurred. Mr. Williams shared that attempts were made to restore the existing windows but unfortunately it was decided to replace most of them in order to have operable windows and a thermal barrier. Mr. Williams stated that funds had mostly come from community donations. Mr. Williams stated that reconfiguring of the west garden was occurring soon. Mr. Williams stated that the second and third floor windows and five on the ground floor were involved; 115 windows, 13 different dimension openings, and 5 window configurations. Mr. Williams discussed the manufacturer choices and window construction. Mr. Williams shared the grid pattern choice.

Both shared the process of submittals to the State for this project.

PRESERVATION MONTH ACTIVITIES

Mr. Kohus attended the May 3, 2016 City Council meeting and received a Proclamation for May Historic Preservation Month. Walking tour schedules were distributed.

Mr. Perry discussed This Place Matters Oxford and inquired if HAPC would be interested in participating in social media to get more of a grass roots movement going. Mr. Perry described Oxford citizens who may want to take pictures of places that mean something to them historically can do so and add their own "hashtagging": and then HAPC and the City could collaborate with our Facebook page. Discussion followed.

2016 COMMISSION GOALS & OBJECTIVES

Discussion regarding the Building Inventory and the plan to update the guidelines took place. Mr. Perry noted that due to the 2004 and 2008 inventories never being approved by City Council, updates/changes to it would be based upon the 1994 Building Inventory and then goes before City Council for approval.

Mr. Perry noted that he has not received any Historic Marker applications. Mr. McCarthy inquired if the Oxford Courthouse and Municipal Building had a historic plaque. Mr. Perry stated no they did not, and that they would need applications completed. Mr. Perry stated that applications for an October ceremony would need to receive applications by June. Mr. Perry noted that it would be nice to have a ceremony in coordination with the 50th anniversary of the National Preservation Act. Discussion took place of who has been involved with the application process for historic markers. Discussion took place of structures that would be appropriate for historic marker designation.

Discussion took place regarding the loss of historic structures in the UP District.

Mr. McCarthy shared information regarding Planning Commission work sessions with Wendy Moeller, a consultant, to discuss non-conformities and their impact.

ADMINISTRATIVE APPROVALS

HAPC-2016-05-ADM, 13 W. High Street, Cellar Bar, installation of a wall sign, Marques Williams, Applicant/Agent (Approved March 11, 2016)

HAPC-2016-06-ADM, 13-B E. High Street, Bowtie Barber Club Barber Shop, installation of a wall sign, Keith Weiser, Applicant (Approved March 28, 2016)

HAPC-2016-07-ADM, 111 E. High Street, St. Mary's Church, window replacement, Pam Burk, Applicant, Agent (Approved April 13, 2016)

Mr. McCarthy shared that he struggled with the church not replicating the existing windows. Mr. Kohus stated that the new church windows would basically look the same. Discussion followed.

OTHER

Mr. Kohus provided a status of membership and current resignation of Amanda Cramer due to job relocation. Discussion followed. Mr. Haizman shared that his term would be up in June.

Mr. Perry asked that HAPC let people know of open positions.

ELECTION OF OFFICERS

Discussion regarding election of officers took place. Mr. Kohus will stay as Chair until something different happens as he will be moving.

Discussion followed.

Mr. Perry shared that there are 30 characters of space available on the City of Oxford statement, to place advertisements for board and commissions' openings.

ADJOURNMENT

Mr. Haizman made a motion to adjourn the meeting. Mr. McCarthy seconded the motion. All were in favor. The meeting was adjourned at 7:00 p.m.