

HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION (HAPC)

MEETING MINUTES

WEDNESDAY, October 11, 2023

6:15 P.M.

I. Call to Order

The October 11, 2023 meeting of the Oxford Historic and Architectural Preservation Commission was called to order at 6:15 p.m. by Chris Skoglund.

Those members present: Chris Skoglund, Corey Watt, Alex French, Hueston Kyger, Sean Wagner

Those members excused: Dana Miller, Brad Spurlock

Staff members present: Sam Perry, Community Development Director

Staff members excused: None

II. Approval of Agenda

Ms. French made a motion to approve the agenda as presented. Mr. Kyger seconded the motion. All were in favor.

III. Public Comments

There were no comments from the public.

IV. Approval of Minutes of September 13, 2023

Ms. French made a motion to approve the minutes as written. Mr. Wagner seconded the motion. All were in favor.

V. Old Business

a. Revisions to Historic and Architectural Preservation Commission Rules of Procedure - Staff

Mr. Perry briefly summarized the changes (1) Code References, (2) meeting time and day to allow for more flexibility.

b. Oxford Cemetery Tours reminder - Alex

Ms. French reported the success of the first tour. 19 people signed up and attended. The attendees had questions and four people provided feedback via survey. Ms. French noted 25 people seemed to be a good number to limit the size of the group. The length of the tour was 45 minutes. October 21st is the second tour and four spots are still open. The October 28th tour is completely booked.

VI. Administrative Decisions (Previously Decided)

HAPC-2023-03, 5 W High Street, CERTIFICATE OF APPROPRIATENESS, new wall sign for pastry shop, Tim Hoskins, Applicant/Agent

HAPC-2023-06, 23 N College Avenue, CERTIFICATE OF APPROPRIATENESS, new wall sign for pet supply store, Greg Beherns, Applicant/Agent

The Commission was happy to see the improvement that is currently taking place in this area and more businesses moving to this location.

Mr. Watt inquired about projects and timelines. Mr. Perry said the proposed hotel at 22 S Beech St is the only one case now where the COA approval expired. Mr. Watt was concerned about the timeline for the Alexander House (church and café). Mr. Perry said the pastor keeps track of the timeline very well, the building permit was extended once and there is work going on the site. Mr. Watt also wanted to know whether there are updates in regards to the plywood at 22 S Beech. Mr. Perry said citations were issued but not paid yet. Mr. Perry did point out that the auto body sign was removed.

Mr. Watt also inquired about the door at Brick Street. Mr. Perry explained it would be resolved through legal interpretation since they do not use the door as primary access. However, they will need to apply for a building permit.

Mr. Perry informed the Commission that the applicant is applying for a variance extension for 10 N Beech Street.

Mr. Perry shared a few highlights of the Heritage Ohio Conference, which he attended in Dayton, OH.

Mr. Skoglund wanted to know more details about the plaque on the Caroline Harrison Building (131 W High St). Mr. Perry said it was not a condition to the approval, however, the architect promised to place one on the building. Mr. Perry added it is likely because of the architect who designed the plans passing away. Mr. Watt said it might be good to reach out to the architect who took over the planning in an email to talk about this.

VII. Adjournment

Mr. Watt made a motion to adjourn the meeting. Ms. French seconded the motion. All were in favor. The meeting adjourned at 6:41 pm.