HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION (HAPC)
MEETING MINUTES
WEDNESDAY, April 10, 2024
6:00 P.M.

I. Call to Order

The April 10, 2024 meeting of the Oxford Historic and Architectural Preservation Commission was called to order at 6:00 p.m. by Dana Miller.

Those members present: Chris Skoglind, Dana Miller, Corey Watt, Alex French
Those members excused: Sean Wagner, Brad Spurlock
Staff members present: Sam Perry, Community Development Director
Staff members excused: None

II. Approval of Agenda

Mr. Perry requested to amend the agenda by asking to listen to Ms. Kim Daggy's presentation before discussing the New Business item. Mr. Dana also requested to amend the agenda by adding a new item, Comprehensive Plan Goals, after the Administrative Decisions.

<u>Mr. Watt made a motion to approve the agenda as amended. Ms. French seconded the motion.</u> All were in favor.

III. Public Comments

There were no comments from the public.

IV. Approval of Minutes of March 13, 2024

<u>Mr. Skoglind made a motion to approve the minutes as written. Mr. Watt seconded the motion.</u> All were in favor.

V. William Pomeroy Foundation Marking Funding Opportunity – Legends and Lore – Kim Daggy, Enjoy Oxford

Ms. Daggy shared a handout with the Commission. Ms. Daggy informed the Commission that the City or a 501(c)(3) organization would need to apply for the grant but she and her staff are happy to assist with the process. The application deadline is April 29, added Ms. Daggy. The handout contained much more information along with the research Ms. Daggy and her staff did on the Underground Railroad.

Ms. French inquired whether this is available next year. Ms. Daggy stated based on the frequently asked questions it seems this is a rolling application.

Mr. Watt thought it would take time to write the grant, and it would be a good idea to contact Miami University and receive a letter that supports the marker proposal.

Mr. Perry suggested to the Commission to appoint a subcommittee to work on this before the deadline and find out of this proposal is feasible. The Commission thought Mr. Perry, Mr. Wagner and Mr. Spurlock would be the most suitable to be part of the subcommittee.

Mr. Skoglind made a motion to form a subcommittee with Mr. Perry, Mr. Wagner and Mr. Spurlock as designees, and submit the application without coming back to the Commission. Mr. Watt seconded the motion. All were in favor.

VI. New Business

HAPC-2024-04, 131 W High Street, CERTIFICATE OF APPROPRIATENESS, alteration to 3-story mixed use building, Robert Humphrey, Architect, Applicant/Agent

Mr. Perry mentioned although the case was discussed two years ago there were no votes taken. The Commission asked the architect to come back after the final selection was made and have details about the material and design. Mr. Perry explained since much time passed it was determined for this case to come back to the Commission as a new application.

Mr. Perry explained the original approval did not have any movable doors. Mr. Perry further explained the proposal is to have one door that rolls up vertically with horizontal orientation windows. On the High Street side, the proposal is to install a bi-fold style door with vertical orientation windows. Mr. Perry added the original proposal was four movable doors, three on College Avenue and one on High street but it was never voted on. The new building is not historical but it is located in the Historic District, therefore it is important that the proposal be in context with the surrounding area.

Mr. Perry mentioned he had one concern that is how the door would interface with the cast stone. Mr. Perry thought if the doors were recessed a little, it would work well.

Mr. Humphrey stated the knee wall would match with the regular wall. Mr. Humphrey further explained the accordion style door would not go all the way to the ground since it is not an entrance, only an opening.

Mr. Watt commented on how much he liked to rolling door going all the way to the ground thus creating an open space and an egress.

Mr. Skoglind made a motion to approve the doors as proposed. Mr. Watt seconded the motion. All were in favor.

Mr. Skoglind recalled there was a discussion about installing a plaque on the building about the history, and he wondered what happened to the execution of it. Mr. Humphrey said he would follow up on it.

VII. Administrative Decisions (Previously Decided)

HAPC-2024-03, 127 W Church Street, CERTIFICATE OF APPROPRIATENESS, new wall sign, Shana Rosenberg, Applicant/Agent

HAPC-2024-05, 48 E Park Place, CERTIFICATE OF APPROPRIATENESS, awning and sign, Emily Kinser, Applicant/Agent

VIII. Comprehensive Plan Goals

Mr. Miller asked the Commission members to go over and prioritize the focus areas for 2025 that were identified at the last meeting.

1. Update historic preservation guidelines and make recommendation on contributing historic structures or expansion of historic districts
2. Explore ways to improve and expand outdoor dining
3. Exterior inspections of historic structures

Mr. Perry shared a few updates with the Commission about the RFP meeting for the Code Rewrite and about the Resolution that is proposed for the indigenous cultural sites preservation.

IX. Adjournment

<u>Mr. Watt made a motion to adjourn the meeting. Ms. French seconded the motion.</u> All were in favor. The meeting adjourned at 7:11 pm.