AGENDA

HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION

MONDAY, July 15, 2024
6:00 P.M.

15 S College Avenue – First Floor Large Conference Room

MEMBERS

Dana Miller, Chair
Corey Watt, Planning Commission Representative
Rémah Dinç
Alex French, Council Representative
Brad Spurlock
Sean Wagner

STAFF

Sam Perry, Director, Community Development

MEETING PROCEDURE: Comments from the public are welcome at two different times during the course of the meeting:
(1) Comments on items not on the Agenda will be heard under Public Comments – and
(2) Comments for all public hearing items will be heard during HAPC consideration of said item. Please wait until you are recognized by the Chair, join the Commission table, state your name and address so that your comments may be properly recorded and limit your remarks to a period of four minutes or less.

I. Call to Order

II. Approval of Agenda

III. Election of Vice Chair

IV. Public Comments

V. Approval of Minutes of May 8, 2024 1

VI. New Business

HAPC-2024-08, 105 S College Street, CERTIFICATE OF APPROPRIATENESS, new single-family home, **Scott Webb, Architect, Applicant/Agent** 6

HAPC-2024-10, 110 E High Street, CERTIFICATE OF APPROPRIATENESS, demolition and new four-story mixed-use building, **Emily Lubbers, Applicant/Agent** 23

VII. Administrative Decisions (Previously Decided)

HAPC-2024-09, 200 E High Street, CERTIFICATE OF APPROPRIATENESS,
tower windows replacement, **Thomas I. Converse, Applicant/Agent** **52**

VIII. Adjournment

HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION (HAPC)

MEETING MINUTES
WEDNESDAY, May 8, 2024
6:00 P.M.

I. Call to Order

The April 8, 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, Sean Wagner and Rémah Dinç
Those members excused: 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 to change the order of New Business Items.

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

III. Public Comments

There were no comments from the public.

IV. Approval of Minutes of April 10, 2024

Mr. Skoglind made a motion to approve the minutes as written. Ms. French seconded the motion. Ms. Dinç abstained since she was not on the Commission at that time. All were in favor.

V. New Business

HAPC-2024-07, 21-23 E High Street, CERTIFICATE OF APPROPRIATENESS, mural of the east and west wall of the alley, Joseph Prescher, Applicant/Agent

Mr. Perry started his presentation by directing attention to Code Section 1152, which discusses the different levels of review. Mr. Perry explained since murals are very rare it was decided to be placed on the agenda for the Commission to review and discuss it. Mr. Perry recalled there were two murals previously approved, one that is installed on the Municipal Building, and while the other was approved but was never installed.

Mr. Perry explained the proposed mural would be installed on two building facades in the alley. Mr. Perry pointed out the building facades are already painted so this would not present an issue. Since it is an exterior change to a building in the Historic District, the Commission would review the proposal, added Mr. Perry.

Mr. Prescher started his presentation by explaining to the Commission that a few years ago he had been approached by a few property managers about street art in the Uptown area. Mr. Prescher stated the area, which is between Jimmy Johns and the U Shop, has been offered to him as a possible location to do a mural. Since Oxford has a rich history related to bees and apiaries, it would provide a great topic for a mural, added Mr. Prescher. The design is as if a person were inside one of Mr. Langstroth's bee hives surrounded by honeycombs and bees. Mr. Prescher explained that two other restaurants offered their exterior wall for the mural, CJ's, and Mac & Joe's. With this extension, educational material could be displayed on the walls such as blueprints, information about Mr. Langstroth, vintage photographs, illustrations and so on. Mr. Prescher noted that CJ's restaurant would like to preserve some of the exterior wall while Mac & Joe's offered the entire exterior wall.

Mr. Prescher further explained some ideas that could be done in this alley, such as chalk painting the alley road perhaps with community engagement and an overhead covering between the buildings. Mr. Prescher stated there are other ideas, for example, providing bee sounds and projection of bees moving. This could provide an immersive experience.

Mr. Miller inquired whether the top portion and the paint in the alley road would be permanent. Mr. Prescher said the chalk would easily wash away and the cover could be removed and placed back when needed. Mr. Skoglind noted it is good that the cover is removable because the power lines running in that alley provide electricity to the hospital and it would be in the way when Duke comes out for maintenance or any other reasons.

Mr. Skoglind thought the alley next to Fiesta Charra is a good candidate for public arts. Mr. Prescher said he presented his proposal to PACO and the Commission appreciated his efforts. Mr. Skoglind was concerned about vehicular traffic in the alley thus wearing off the paint. Mr. Prescher stated that is one reason why the painting would not be permanent on the alley road.

Ms. Dinç inquired what is shown on the screen how true to the color are. Mr. Prescher said this is a general idea, very approximate. Ms. Dinç stated she did not really like the lattice concrete on the U-Shop wall being painted. Mr. Prescher said he colored it to blend in, but he also talked to the owners who are thinking about removing it.

Mr. Watt emphasized how this proposal falls in line with the public art in the Comprehensive Plan.

Mr. Wagner pointed out the lattice could be used as a surface for some educational material or a plaque.

Mr. Watt inquired whether the educational material would be painted. Mr. Prescher said it would be. Mr. Watt also inquired how the mural would be lit up. Mr. Skoglind stated it would have to be such a way that it would not bother the tenants in the upper level. Mr. Watt was thinking more of the line of accents lights.

Ms. Dinç asked the applicant about the sounds and projections. Mr. Prescher said it would be event specific, but this option has not been researched further. Ms. Dinç also inquired about the time frame to paint the mural. Mr. Prescher was estimating between 3-5 weeks.

Mr. Wagner inquired about the financing and upkeeping part. Mr. Prescher stated there is a tentative commitment from one of the owners. Mr. Prescher would also like to do a fundraiser for the project. Mr. Prescher added the maintenance of the paint is 10 years.

Mr. Skoglind made a motion to approve the mural as proposed with the condition that the applicant will work with the City to explore lighting options. Mr. Watt seconded the motion. All were in favor.

HAPC-2024-06, 110 E High Street, CERTIFICATE OF APPROPRIATENESS Pre-Application, new four-story mixed-use building, Emily Lubbers, Applicant/Agent

Mr. Miller recalled at the November meeting this building was re-classified from Historic to Historic Non-contributing.

Mr. Perry reminded the Commission that the pre-application does not require a vote, rather it provides opportunity to offer comments and feedback to the applicant and designer. Mr. Perry pointed out that the Design Guidelines do not provide adequate information on new construction of this scale. It does have reference to vertical proportioning, added Mr. Perry. Mr. Perry and Mr. Moore had a meeting recently with the applicant to provide guidance.

Ms. Lubbers talked about the proposal, which is a new four-story mixed-use building with retail stores on the ground floor and multi-family housing geared towards Miami students. The developer does not intend to propose anything that would require conditional use, added Ms. Lubbers. Ms. Lubbers explained after meeting with staff, she found some things that require changes to the drawings to comply with the applicable Zoning Codes such as building height and square footage.

Ms. Lubbers further explained the market research her team did revealed that 3–4-bedroom units are most desirable. Because of that reason, the current plan shows mostly three-bedroom units and one four-bedroom unit on each floor. Ms. Lubbers mentioned there were discussions about the feasibility of having a basement for storage, as well as a roof patio. Mr. Lubbers explained the first floor is more of a box shape, but the floors above would create a U-shape that would allow each unit to have a window, which is required in the new building code. This design also opens the first floor's roof top that could potentially be occupied, stated Ms. Lubbers. Ms. Lubbers mentioned the feedback they received from students and parents revealed that the desire is to have the main entrance on High Street and not in the alley.

Ms. Lubbers explained the first floor would have the lobby, a mail room, and a package drop-off area with lockers. Ms. Lubbers also mentioned Follett's has the first opportunity to claim up to 3000 square feet of first floor. Starbucks is also interested in the space on the corner of High and Poplar Streets, and Target as well. However, Target would want the entire first floor, which would amount to more than 10,000 square feet requiring a conditional use, but the developer is not interested in applying for a Conditional Use permit.

Ms. Lubbers next talked about the exterior of the building. While adhering to the Design Guidelines, Ms. Lubbers is proposing different colors. The brick would still be in the reds shade but different from Miami's red brick, and 12x24 cast stones.

Mr. Skoglind liked the design but also commented on changing the vertical "striping" to horizontal thus creating an impression of smaller buildings instead of a one big building.

Ms. Lubbers commented that another feedback was to see more glass on the retail floor.

Mr. Watt agreed with Mr. Skoglind's comments on the "striping" of the building. Ms. Lubbers also agreed. Mr. Watt encouraged the developer not to shy away from the Conditional Use.

Ms. Lubbers stated she would like to come to every HAPC meeting to garner approval as soon as possible and to obtain a building permit by the end of this year, therefore the target opening date, the 2026 Academic Year, would stay on track. Ms. Lubbers added there are conversations with Conger Construction about this project. Ms. Lubbers mentioned the first floor would most likely be a shell space when the permit application will be submitted, but hopefully by the time construction starts they will have plans.

Mr. Skoglind stated he would not like to see the first floor sitting empty as in the case of 45 E High St. Ms. Lubbers explained there are some challenges with 45 E High St because both the architect and engineer passed away and they cannot obtain a sign-off on the original drawings.

Ms. Dinç would like the doors to the residential units to be a little wider than normal to help with the move-in process and accessible with wheelchair. Ms. Dinç noted she would like to see the banding match to the building next door, muntins and/or mullions on the residential windows, dentil work on the cornices more elevated. Ms. Dinç encouraged the use of wood doors as well. Ms. Lubbers said they have not gone that far into the design and that is why currently aluminum doors are shown.

Mr. Watt thought incorporating recessing or cut outs on the front façade would help with the breakup, like what the Rossville Flats have in Hamilton. Ms. Dinç liked the sitting area on the N Poplar St side. Ms. Lubbers stated there is a 16.5 feet vacated right-of-way along N Poplar, and the High Street side has an oversized sidewalk as well. Ms. Lubbers would like to see how these spaces could be used the most.

Ms. Lubbers further explained that the developer is not going to do any balconies, but they are open to shift parts of the upper stories. Ms. Lubbers added the main entrance door to the residential part is 3' 6"and there were discussions about making it 4 feet. The elevator is sized for what typically is in multi-family units which would accommodate furniture and wheelchairs.

Mr. Miller inquired about the survey that the developer did. Mr. Miller also commented on the fact that the building design might seem too modern to some people. Ms. Lubbers said they try to take the modern approach but at the same time respect the historic character of the surrounding area. Ms. French expressed she did not like the design first but with the feedback that the Commission is providing this could be a nice building. Ms. French also noted that the supporting pillar at the corner entrance is a little bit thick. Ms. Lubbers stated there could be ways to make this more appealing. By doing some shifting on the façade would give a better overall look to this building, added Mr. Skoglind in agreement with Mr. Watt. Ms. French pointed out the importance of making this building appealing to the community.

Ms. Dinç liked the stone element in the design which could be seen on other buildings in town.

Mr. Watt encouraged Ms. Lubbers to talk to staff about the utilization of the rooftop since the property is adjacent to two of the biggest bars, and what safety measurements can be taken.

Mr. Skoglind inquired where the refuse storage would be. Ms. Lubbers said the developer owns a site across the alley where the trash pickup would be. Mr. Watt mentioned a basement might provide some parking spaces. Ms. Lubbers said they are looking into this solution however, it is most likely to be cost prohibitive. Since they are close to the adjacent building, it is important not to undermine the foundation of that structure.

Mr. Watt inquired about the floor heights and the overall building height.

VI. Historic Tours Update

Mr. Spurlock was absent from the meeting therefore no update was provided on this topic.

VIII. Announcements and Communications

Mr. Miller welcomed the newest member, Ms. Dinç, to the Commission. The Commission members expressed they eagerly wait for the update of the Design Guidelines.

VIII. Adjournment

Mr. Watt made a motion to adjourn the meeting. Ms. Dinç seconded the motion. All were in favor. The meeting adjourned at 7:45 pm.

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

MEMORANDUM

Community Development Department
513-524-5204

TO: Historic & Architectural Preservation Commission

FROM: Sam Perry, AICP
Director | HAPC Administrator

MEETING DATE: July 15, 2024

RE: HAPC-2024-08, 105 S. College Ave, Pre-Application, new Single Family

Architect Scott Webb has requested a Pre-Application discussion of the Commission to obtain feedback regarding a new single-family home proposed for the vacant parcel directly behind the existing building at 129 West Walnut Street. The vacant parcel is addressed as 105 South College Avenue. Mr. Webb has created two separate designs for discussion. Both designs contain gables and roof symmetry similar to the structure addressed as 129 West Walnut. One includes a deeper porch and north-facing gable.

Below is the Oxford Code Chapter excerpt pertaining to the process:

<u>Pre-Application Meeting Code Excerpt – Oxford Code Chapter 1152.07(e)(1):</u>

A. A pre-application shall be required for all COA applications that involve a demolition request and all applications that involve new construction of principal buildings.

B. A pre-application shall be required for all other applications but for those applications, the meeting may be waived if the Historic Preservation Administrator and HAPC Chair make a preliminary determination that the application appears to be in keeping with the required standards and design guidelines.

C. A pre-application shall not be required for an application for a structure or site that is classified as non-contributing in a historic inventory adopted by the City of Oxford.

D. The pre-application meeting shall be an opportunity for an applicant and the HAPC to discuss a proposal prior to the applicant expending significant considerable amounts of time and money on design, surveying, and engineering.

E. The pre-application may consist of any information the applicant considers useful to the HAPC. The HAPC shall not take any formal action on the application during the pre-application meeting. The applicant shall submit the information to the Historic Preservation Administrator for placement on the agenda for the next regularly scheduled meeting of the HAPC.

F. Any discussions held during the pre-application meeting are not binding on the City and do not constitute official assurances or representations by the City or its officials regarding any aspects of the plan or application discussed.

Staff Commentary:

Staff recommends following the intent of the code chapter and providing feedback to the architect which could be used in a future application for Certificate of Appropriateness. A vote or decision of the Commission is not needed.

CERTIFICATE OF APPROPRIATENESS APPLICATION

Please print legibly. To apply, email completed form and plans in PDF format to commdev@cityofoxford.org

BOX 1 | APPLICATION TYPE Select one

☑ **Pre-Application** for Certificate of Appropriateness

☐ **Certificate of Appropriateness**

BOX 2 | APPLICATION DETAILS

Property Address/Location	105 S College Ave. (Behind 129 W Walnut)
Building Name	
Does the proposal involve demolishing an existing building?	☐ Yes ☑ No
Description of Proposed Change(s)	New Single Family Residence

BOX 3 | APPLICANT INFORMATION

Is the applicant also the current property owner?

☐ **Yes** (You may skip Box 4) ☑ **No** (Do not skip Box 4, and include a Letter of Agency with your submittal)

Applicant Name	Scott Webb
Applicant Company Name	Scott Webb, Architect
Mailing Address	103 W Walnut Street. Oxford, OH 45056
Email Address	scott@scottwebbarchitect.com
Telephone Number	(513) 523-3838

BOX 4 | PROPERTY OWNER INFORMATION ☐ Check if same as Applicant

Property Owner Name	
Property Owner Company Name	Tres Walnut LLC
Mailing Address	116 E High Street, Oxford, OH 45056
Email Address	tkacachos@parkplacerealestate.net
Telephone Number	(513) 523-2015

BOX 5 | ARCHITECT INFORMATION ☑ Check if same as Applicant

Architect/Engineer Name	
Company Name	
Mailing Address	
Email Address	
Telephone Number	

BOX 6 | ATTACHMENT CHECKLIST Submit all contents in **PDF format.** No printed copies are necessary.

☑ **Narrative/Cover Letter** providing a written description of the proposed exterior change(s)

☑ **Elevations, site plans, renderings, diagrams, photo simulations, and/or other items** necessary to accurately illustrate the details of proposed exterior change(s)

☑ **Photos** of existing site conditions

Note: Upon checking an application for completeness, staff may require additional information and/or materials above and beyond the items listed above in order to perform a complete evaluation for compliance with relevant Code provisions. You are welcome to contact Community Development at 513-524-5204 ahead of submission to determine whether additional items may be required. For example, a **material sample** may be requested for certain small-scale changes such as new signage, doors, etc.

BOX 7 | APPLICANT SIGNATURE

As the owner or owner's agent, I hereby agree all information contained in this application is true, accurate, and complete to the best of my knowledge. I acknowledge the application will first be checked by City staff for completeness prior to processing. Upon intake, staff will consult the Chair of the Historic & Architectural Preservation Commission (HAPC) to determine whether an application is approvable in an administrative fashion, or will require being heard by the full Commission at a regular meeting date.

Applicant Name (Print) Scott Webb	
Applicant Signature	**Date** 5/28/24

Processing Fee

The appropriate processing fee amount will be determined during a completeness check by Community Development staff. It may take 1-2 business days for a completeness check to be performed. The applicant will receive a digital copy of a processing fee invoice via email once it is ready. Fees may be paid in-person by check or credit card at the Finance Department window on the first floor of the Oxford Municipal Building, 15 S College Avenue, Oxford OH 45056. For credit card payments, the City accepts Visa, MasterCard, or Discover, and such payments may also be taken over the phone by calling our Finance Department Utilities line at 513-524-5221, Option 1.

Bond Requirement for Demolitions

Be aware that any future Demolition Permit cannot issued unless accompanied by a COA and shall include:

(1) a **performance bond** posting with security equivalent to 100% of the approved cost of leveling the site, filling with soil and sodding or seeding the surface.

(2) payment of a **mitigation fee** of ten percent (10%) of the approved demolition cost.

COA Review Criteria For source text, refer to Oxford Zoning Code *Section 1152.07(f)*

Decisions on a COA application shall be based on consideration of the following criteria:

(1) The proposed development complies with all the requirements of this code and other related codes and ordinances enforced by the City;

(2) Properties which contribute to the character of the historic district shall be retained, with their historic architectural features intact and altered as little as possible;

(3) Any alteration of an existing property shall be compatible with its historic character, as well as with the surrounding district;

(4) New construction shall be compatible with the district in which it is located;

(5) The application demonstrates compliance with any historic guidelines or policies adopted by the City of Oxford that are applicable to the subject application; and

(6) In determining compatibility, the HAPC shall consider the following:

A. The general design, character, and appropriateness to the property of the proposed alteration or new construction;

B. The scale of the proposed alteration or new construction in relation to the property itself, surrounding properties, and the neighborhood;

C. The texture, materials, and color and their relation to similar features of other properties in the neighborhood;

D. The visual compatibility with surrounding properties, including proportion of the properties façade, roof shape, and the rhythm of spacing of properties on streets, including setback; and

E. The importance of historic, architectural, or other features to the significance of the property.

(7) In its considerations of whether an application is deserving of an approval, the HAPC may also consider the cost of modifications or other proposals, where costs for a particular action or inaction may be unreasonable given existing conditions of a structure, site, or area.

(8) The HAPC shall encourage alterations and repairs to historic structures and to structures in historic districts in the spirit of their existing architectural style; however, additions in styles different than the existing structure may be approved if such additions complement the existing architectural style. The HAPC shall be flexible in its judgment of plans for alteration, repair, or demolition of structures, sites, and areas of little historic or cultural value except where such alteration, repair, or demolition would seriously impair the historic value and character of surrounding structures or of the surrounding area. It is not the intent of this Chapter to limit alteration or repair to any one period of architectural style.

Demolition Approval Criteria For source text, refer to Oxford Zoning Code *Section 1152.09(e)*

The HAPC may approve a COA for demolition only if one of the following is satisfied:

(1) The applicant has given clear evidence that the structure has incurred extensive damage to its basic structural elements such as roof, wall, and foundation requiring substantial reconstruction, and the structure presents an immediate danger to the public health, safety, or welfare as declared by the Chief Building Official (condemnation) but that such damage was not done through neglect of the property by the owner or former owners; or

(2) The demolition is proposed for a structure that is identified as non-contributing or historic non-contributing in an adopted inventory of the applicable zoning district; or

(3) The applicant demonstrates that the following conditions are met based on the designation of the site or structure in an adopted historic inventory:

A. Historic Structures

i. The applicant must demonstrate that the costs to rehabilitate or renovate the structure to a purposeful use exceeds 50 percent of the fair market value.

ii. The City shall reserve the right to have an individual or entity that is not a member of HAPC to assess the financial feasibility of renovating the structure.

iii. The COA shall not be approved if the cause of such damage was due to neglect by the owner or previous owners.

B. Non-Historic Contributing Structures

i. The removal will not adversely affect the architectural or historic integrity of the streetscape; or

ii. The structure is not consistent with other structures in the district in terms of historic character, architectural style, construction material, height, setback, or mass.

LETTER OF AGENCY

To Whom It May Concern:

Please be advised that

Scott Webb
(Applicant Name)

has permission to represent our interest with the City of Oxford regarding

Design Plans (HAPC)
(Application Description)

located at

105 South College
(Property Address/Location)

Thank you,

Tom Kacachus
(Property Owner Printed Name – must be a person)

Tres Walnut, LLC
(Property Owner Company Name – if applicable)

(Property Owner Signature – must correspond to printed name above)

5/20/24
(Date)

SCOTT
WEBB
ARCHITECT
103 West Walnut Street
Oxford, Ohio 45056
(513) 523-3838
www.scottwebbarchitect.com

Sam Perry
Community Development Director
City of Oxford
Municipal Building
15 South College Avenue
Oxford, Ohio 45056

Re: Certificate of Appropriateness
New Single Family Residence
105 S College Ave. (behind 129 W Walnut)
Oxford, Ohio

May 28, 2024

Dear Mr. Perry,

Please accept this letter as a formal request for a Certificate of Appropriateness through the Historic and Architectural Preservation Commission for a new single family residence on a vacant, street-facing lot on South College Avenue.

Though a distinct and separate lot with street frontage along S College Ave. and nearly 5,000 s.f., the lot is less than 75' deep. With Front and Rear Setback Requirements of 20' and 35' respectively, the buildable depth for a new structure without a variance is just over 16'.

To that end, we are submitting (2) alternate schemes for review; one fitting within the buildable area of the site, requiring no variances, and an alternate scheme dependent upon a rear yard setback variance of 10'.

In each scheme, design cues are taken directly from the Queen Anne style home at 129 W Walnut Street, incorporating details ranging from roof pitch & eave details, to color, porch details, and scale. As shown in the attached drawings, the building sits on a site that slopes to the South where it meets an existing East/West Alley. Parking in each case will be to the rear of the building, accessed from the Alley, eliminating the need for a new curb cut or front yard parking.

Despite the aforementioned rear yard setback variance for Scheme 1, each Scheme meets the other requirements of the district, including parking requirements and lot coverage restrictions.

Thank you for your consideration of this proposal. If you have any questions or need any additional information, please call.

Respectfully,

Scott Webb, Architect

SITE DEVELOPMENT

(RO ZONING DISTRICT)

MIN. LOT AREA FOR SINGLE FAMILY:	5,000 SF
EXISTING LOT AREA:	4,747 SF
MIN. LOT WIDTH FOR SINGLE FAMILY:	50.00'
EXISTING LOT WIDTH:	66.12'
SECTION 1137.05 EXCEPTION: (3,000 SF MIN. FOR 1-FAMILY)	
FRONT YARD SETBACK: 20'-0"	16.5'
PROPOSED: 26'-6" TO ALIGN WITH VACATED RIGHT-OF-WAY	
REAR YARD SETBACK: 35'-0"	35'

OVERALL LOT COVERAGE:

BUILDINGS: SINGLE FAMILY RESIDENCE:	704 SF
COVERED FRONT PORCH:	96 SF
DRIVEWAY PARKING (OFF ALLEY):	757 SF
REAR SIDEWALK:	36 SF
FRONT SIDEWALK:	68 SF
TOTAL:	1,661 SF
TOTAL LOT COVERAGE:	1,661 SF / 4,747 SF = 35.00%
ALLOW. LOT COVERAGE:	RO = 35%

FRONT YARD LOT COVERAGE:

SIDEWALKS:	66 SF
	66 SF
ACTUAL FRONT YARD:	66 SF / 1,092 SF = 6.0%
ALLOW. FRONT YARD:	RO = 5%

ENCLOSED BUILDING LOT COVERAGE:

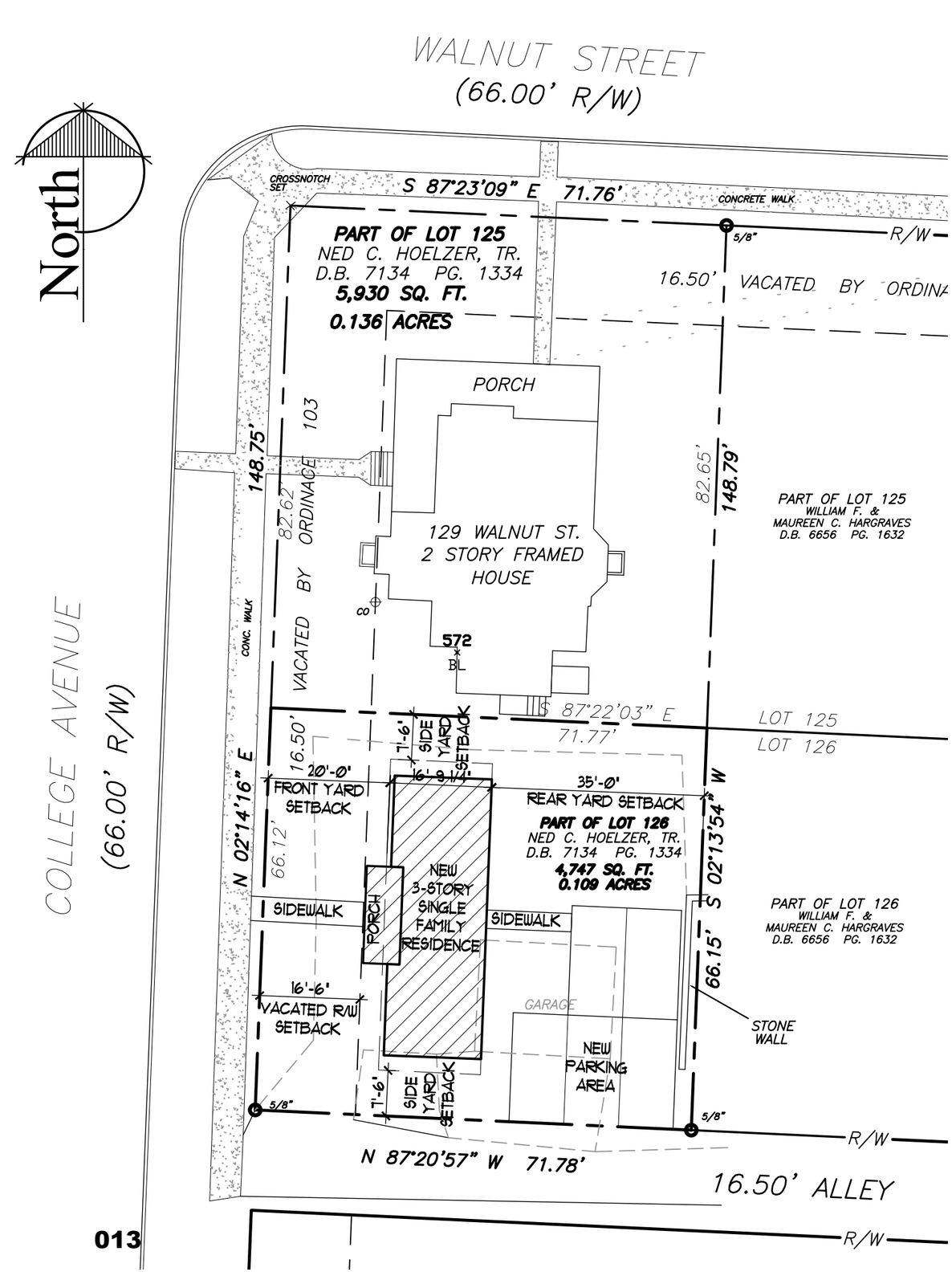
ACTUAL ENCLOSED BUILDING:	800 SF /4,747 SF = 16.8%
ALLOW. ENCLOSED BUILDING:	RO = 25%

PARKING

(2) SPACES REQUIRED - (2) PROVIDED)

HAPC

LOT IS IN THE UPTOWN HISTORIC DISTRICT
REQUIRING REVIEW AND APPROVAL OF HAPC



STATE OF OHIO
L. SCOTT WEBB
11193
REGISTERED ARCHITECT

SCOTT WEBB
ARCHITECT
103 West Walnut Street
Oxford, Ohio 45056
(513) 523-3838
www.scottwebbarchitect.com

PROPOSED NEW SINGLE FAMILY RESIDENCE

105 South College Ave.
OXFORD, OHIO 45056
TRES WALNUT LLC

DATE
May 28, 2024
REVISIONS

A-1

SCHEME-2

SITE DEVELOPMENT

(RO ZONING DISTRICT)

MIN. LOT AREA FOR SINGLE FAMILY:	5,000 SF
EXISTING LOT AREA:	4,747 SF
MIN. LOT WIDTH FOR SINGLE FAMILY:	50.00'
EXISTING LOT WIDTH:	66.12'

SECTION 1137.05 EXCEPTION: (3,000 SF MIN. FOR 1-FAMILY)

FRONT YARD SETBACK: 20'-0"	16.5'
PROPOSED: 26'-6" TO ALIGN WITH VACATED RIGHT-OF-WAY	
REAR YARD SETBACK: 35'-0"	25"

1143.09(c)(4)(B) REAR YARD SETBACK

OVERALL LOT COVERAGE:

BUILDINGS:	SINGLE FAMILY RESIDENCE:	847 SF
	COVERED FRONT PORCH:	160 SF
DRIVEWAY PARKING (OFF ALLEY):		514 SF
REAR SIDEWALK:		32 SF
FRONT SIDEWALK:		66 SF
TOTAL:		1,619 SF
TOTAL LOT COVERAGE:		1,619 SF / 4,747 SF = 34.10%
ALLOW. LOT COVERAGE:		RO = 35%

FRONT YARD LOT COVERAGE:

SIDEWALKS:	66 SF
	66 SF
ACTUAL FRONT YARD:	66 SF / 1,092 SF = 6.0%
ALLOW. FRONT YARD:	RO = 5%

ENCLOSED BUILDING LOT COVERAGE:

ACTUAL ENCLOSED BUILDING:	800 SF /4,747 SF = 16.8%
ALLOW. ENCLOSED BUILDING:	RO = 25%

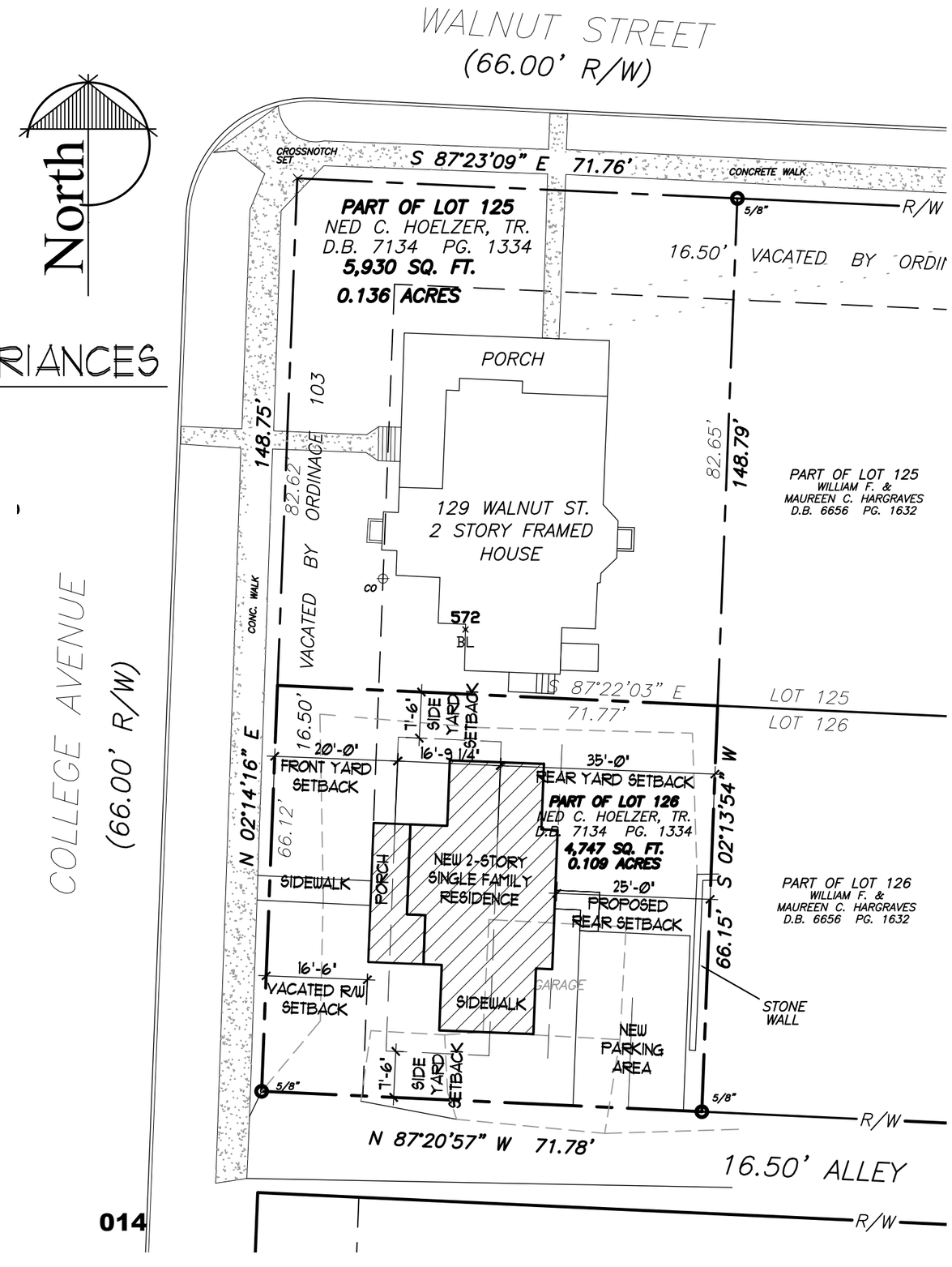
PARKING

(2) SPACES REQUIRED - (2) PROVIDED)

HAPC

LOT IS IN THE UPTOWN HISTORIC DISTRICT
REQUIRING REVIEW AND APPROVAL OF HAPC

REQUIRED VARIANCES



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PROPOSED NEW SINGLE FAMILY RESIDENCE

105 South College Ave.
OXFORD, OHIO 45056
TRES WALNUT LLC

DATE
May 28, 2024
REVISIONS

A-1

SCHEME-1

PRELIMINARY ELEVATION

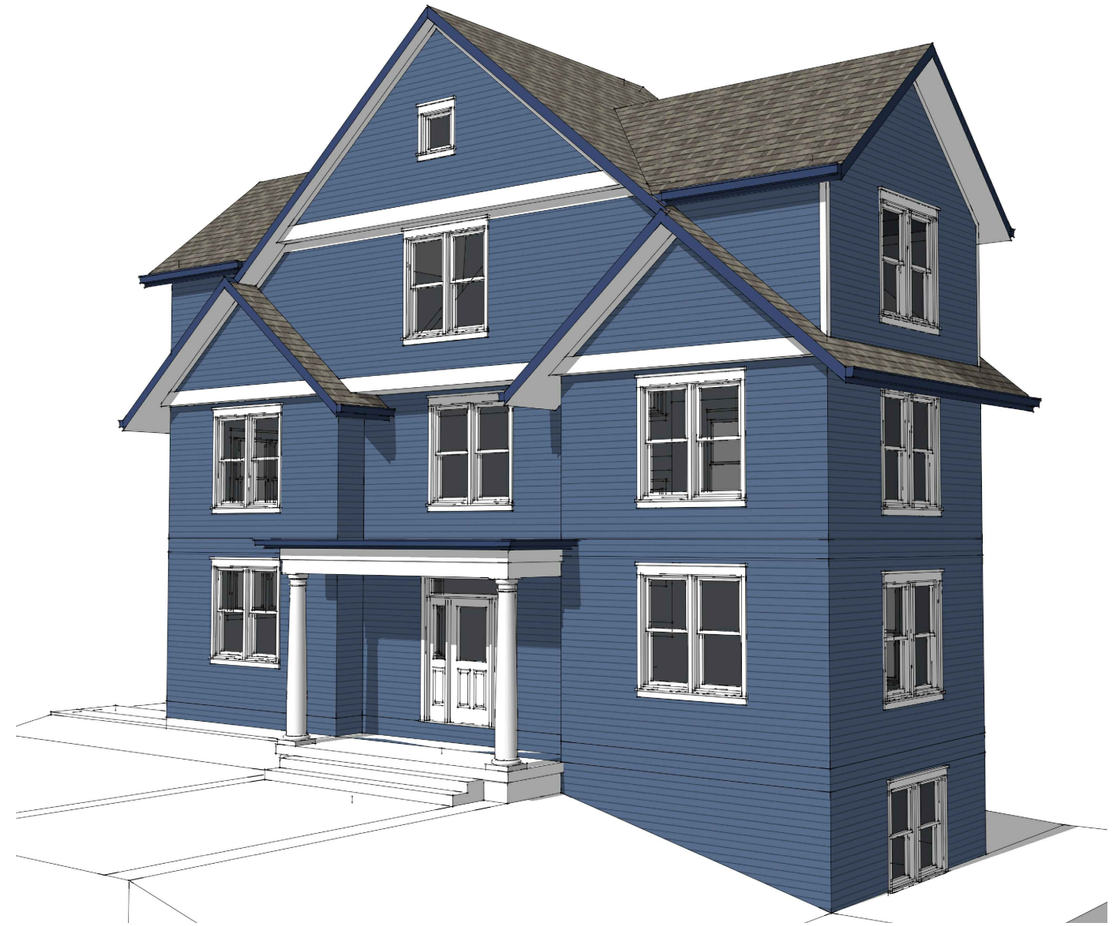
END ELEVATION FACING ALLEY (SOUTH)

PRELIMINARY ELEVATION

REAR ELEVATION FACING EAST

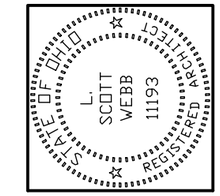
PRELIMINARY ELEVATION

FACING NORTH



PRELIMINARY FRONT ELEVATION

FACING S. COLLEGE AVE (WEST)



SCOTT
WEBB
ARCHITECT
103 West Walnut Street
Oxford, Ohio 45056
(513) 523-3838
www.scottwebbarchitect.com

PROPOSED NEW SINGLE FAMILY RESIDENCE

105 South College Ave.

OXFORD, OHIO 45056

TRES WALNUT LLC

DATE	
May 28, 2024	
REVISIONS	

A-3

SCHEME-2

PRELIMINARY ELEVATION

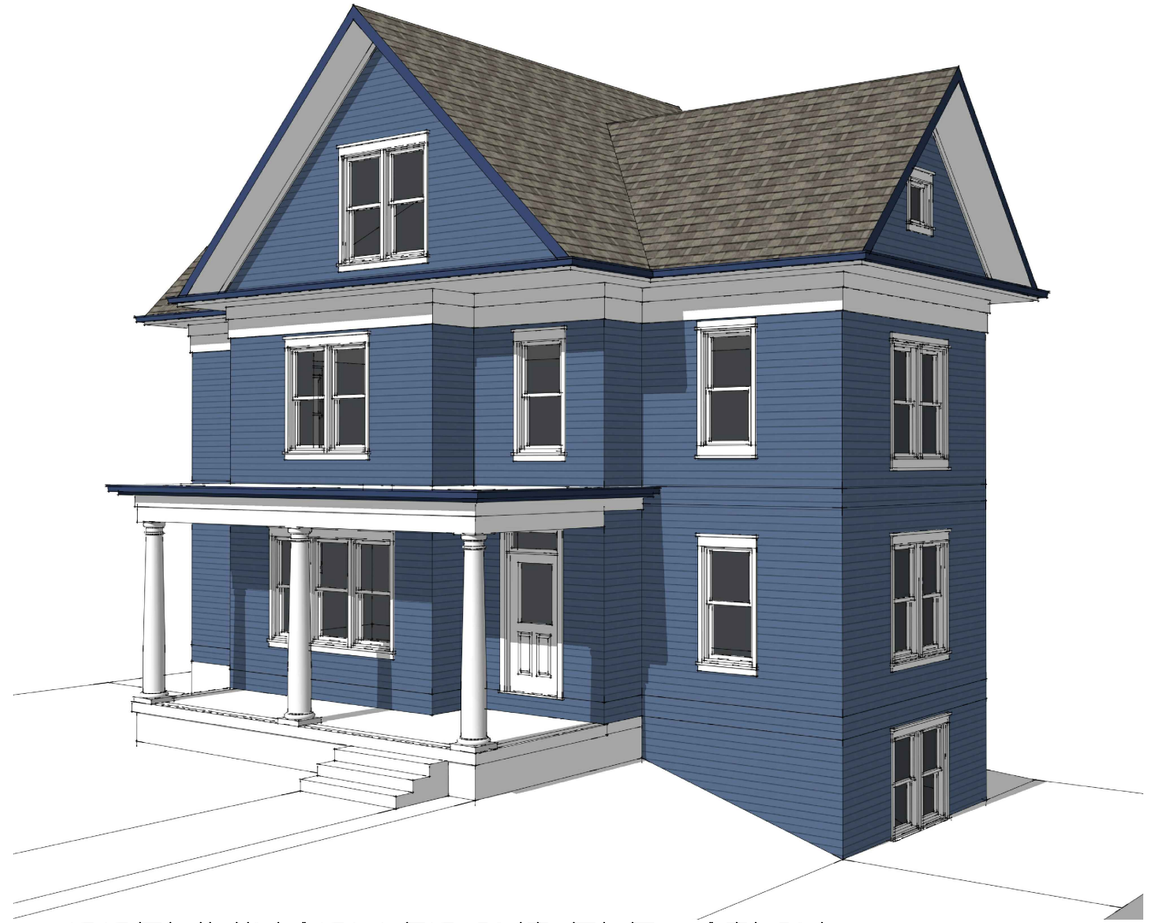
END ELEVATION FACING ALLEY (SOUTH)

PRELIMINARY ELEVATION

REAR ELEVATION FACING EAST

PRELIMINARY ELEVATION

FACING NORTH



PRELIMINARY FRONT ELEVATION

FACING S. COLLEGE AVE (WEST)

STATE OF OHIO
L. SCOTT WEBB
11193
REGISTERED ARCHITECT

SCOTT
WEBB
ARCHITECT

103 West Walnut Street
Oxford, Ohio 45056
(513) 523-3838

www.scottwebbarchitect.com

PROPOSED NEW SINGLE FAMILY RESIDENCE

105 South College Ave.

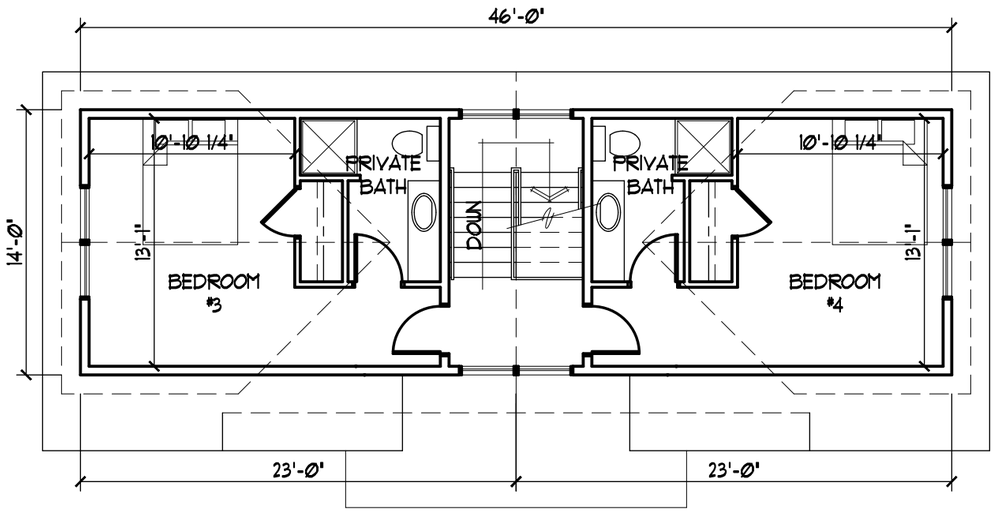
OXFORD, OHIO 45056

TRES WALNUT LLC

DATE	
May 28, 2024	
REVISIONS	

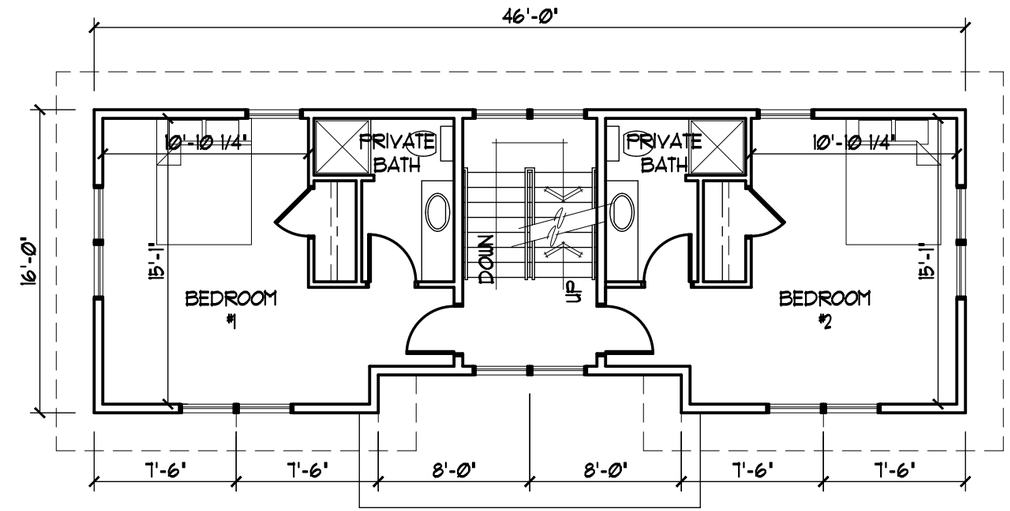
A-3

SCHEME-1



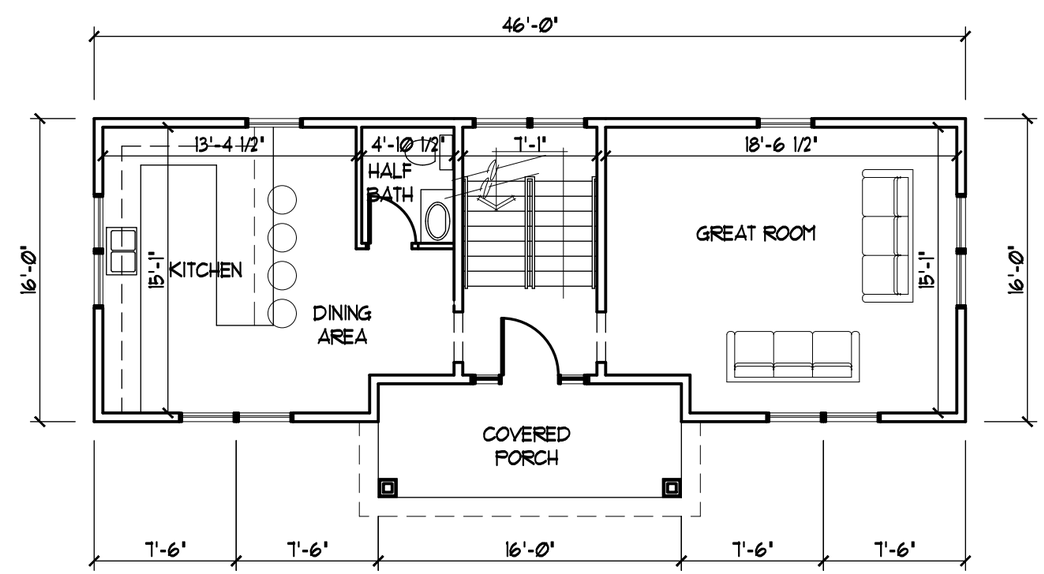
THIRD FLOOR PLAN

1/8" = 1'-0"



SECOND FLOOR PLAN

1/8" = 1'-0"



GROUND FLOOR PLAN

1/8" = 1'-0"

STATE OF OHIO
L. SCOTT WEBB
11193
REGISTERED ARCHITECT

SCOTT WEBB
ARCHITECT
103 West Walnut Street
Oxford, Ohio 45056
(513) 523-3838
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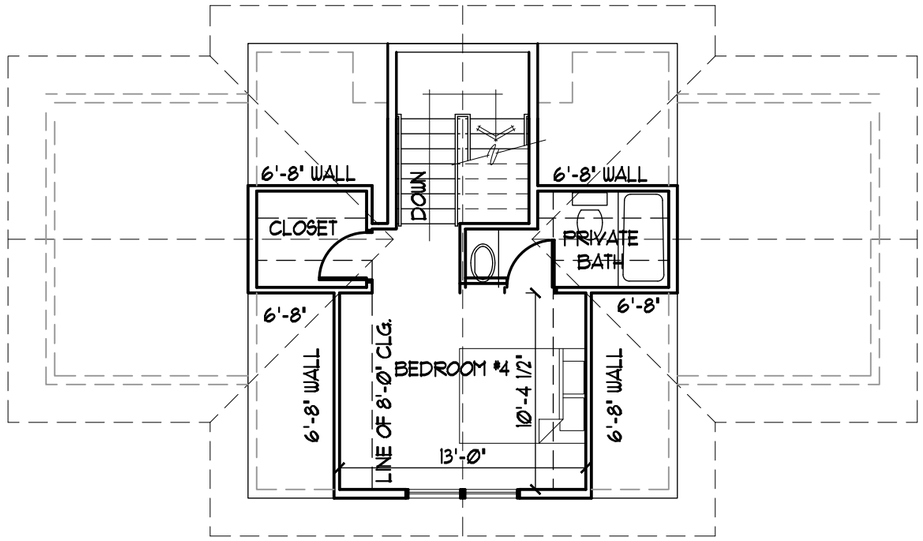
PROPOSED NEW SINGLE FAMILY RESIDENCE
105 South College Ave.
OXFORD, OHIO 45056
TRES WALNUT LLC

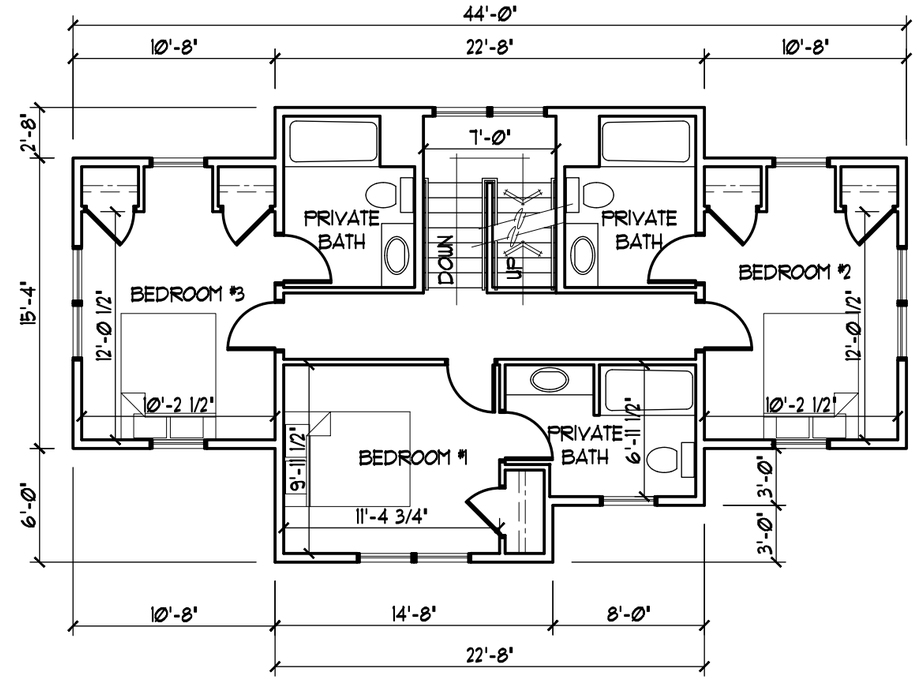
DATE
May 28, 2024
REVISIONS

A-2
SCHEME-2



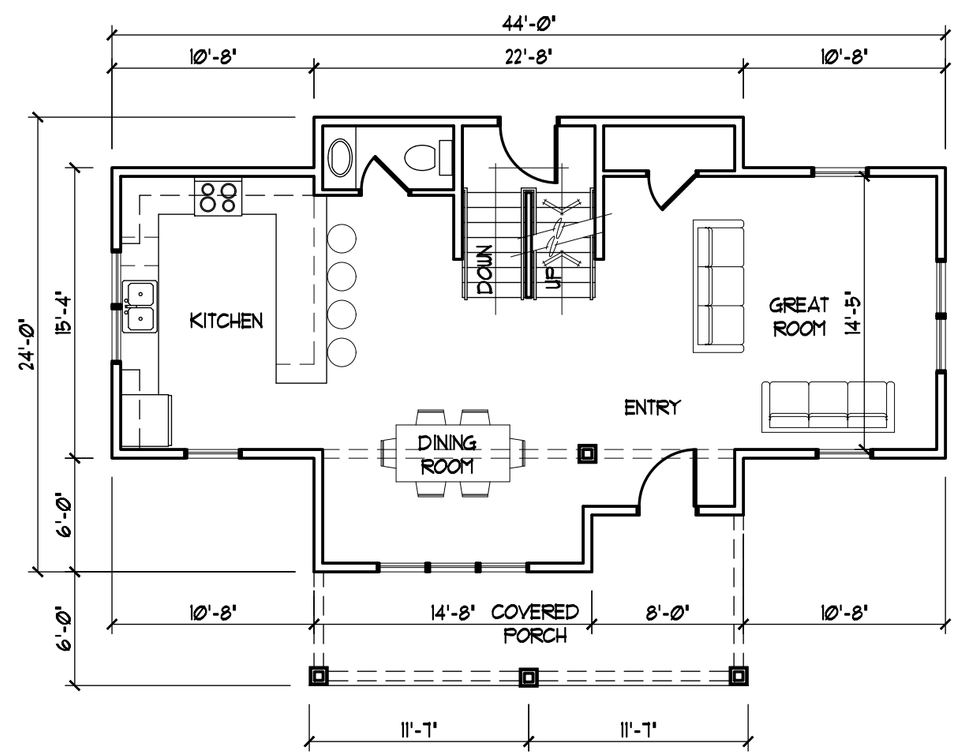
THIRD FLOOR PLAN

1/8" = 1'-0"



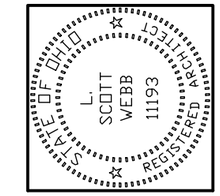
SECOND FLOOR PLAN

1/8" = 1'-0"



GROUND FLOOR PLAN

1/8" = 1'-0"



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105 South College Ave.

OXFORD, OHIO 45056

TRES WALNUT LLC

DATE
May 28, 2024
REVISIONS

A-2

SCHEME-1

105 S College (behind 129 W Walnut Street)

Aerial View of Site

Proposed Site S College Ave. Frontage

Adjacent Properties

129 W Walnut Street

115 S College Ave.

123 S College

100 S College

110 S College

112 S College

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

MEMORANDUM

Community Development Department
513-524-5204

TO: Historic & Architectural Preservation Commission

FROM: Sam Perry, AICP
Director | HAPC Administrator

MEETING DATE: July 15, 2024

RE: HAPC-2024-10, 110 E. High St, demolition and new mixed-use building

At the May 8, 2024 meeting, the Commission held a pre-application discussion in response to a preliminary design for 110 E. High Street. The Commission members provided feedback to Architect Emily Lubbers of MSP Design on behalf of the owner Benjamin Federbush of Varick Realty. Commission requested changes to provide vertical separations in the façade as well as introduction of more glass. This memo summarizes the city code requirements related to the Commission's review of the proposed demolition of the existing building and proposed new building.

Demolition of the Existing Building

Per Oxford Code 1152.09, a demolition of the existing building can be approved because the existing building has been categorized in the Uptown District Inventory as "Historic Non-Contributing."

Certificate of Appropriateness Review Criteria – 1152.07(f)

A. The proposed development complies with all the requirements of this code and other related codes and ordinances enforced by the City;

B. Properties which contribute to the character of the historic district shall be retained, with their historic architectural features intact and altered as little as possible;

C. Any alteration of an existing property shall be compatible with its historic character, as well as with the surrounding district;

D. New construction shall be compatible with the district in which it is located;

E. The application demonstrates compliance with any historic guidelines or policies adopted by the City of Oxford that are applicable to the subject application; and

F. In determining compatibility, the HAPC shall consider the following:

1. The general design, character, and appropriateness to the property of the proposed alteration or new construction;

2. The scale of the proposed alteration or new construction in relation to the property itself, surrounding properties, and the neighborhood;

G. The texture, materials, and color and their relation to similar features of other properties in the neighborhood;

H. The visual compatibility with surrounding properties, including proportion of the properties façade, roof shape, and the rhythm of spacing of properties on streets, including setback; and

I. The importance of historic, architectural, or other features to the significance of the property.

Staff Commentary:

The architectural design team has made a substantial effort to respond to staff and Commission feedback in the new design. The narrative letter describes the three concepts that influenced the design. The proposed building is a four-story 52,400 square foot mixed use building. The exterior materials are brick veneer, metal panels / siding, smooth stone veneer, and pre-cast panels. The building is designed to appear as multiple smaller buildings, as opposed to one large building, which is in line with the existing character of the neighborhood. More glass/storefront has been added, as well as pushing/pulling the façade in horizontal and vertical directions, for a more distinctive overall design. The location of the residential entrance has shifted which allows for a three-story transition to the adjacent building. Given the choice for no balconies, the design team has come up with a creative approach to breaking up the façade of the building.

The architect is planning to bring material samples to the meeting to share with Commission members. The Commission should use whatever means necessary to evaluate the proposed design according to the review criteria: Review of renderings, questions of the architect, and field visits. The Commission should make a decision within 60 days of this meeting, per Chapter 1152. If all of the information is provided and no revisions or new information is needed, the Commission can make a final decision at this meeting.

CERTIFICATE OF APPROPRIATENESS APPLICATION

Please print legibly. To apply, email completed form and plans in PDF format to commdev@cityofoxford.org

BOX 1 | APPLICATION TYPE Select one

☐ **Pre-Application** for Certificate of Appropriateness

☑ **Certificate of Appropriateness**

BOX 2 | APPLICATION DETAILS

Property Address/Location	110 E. High Street, Oxford, Ohio
Building Name	
Does the proposal involve demolishing an existing building?	☑ Yes ☐ No
Description of Proposed Change(s)	Proposed changes would include demolishing existing one and two-story buildings on the property and building a new four-story mixed use (retail with multi-family housing) building.

BOX 3 | APPLICANT INFORMATION

Is the applicant also the current property owner?

☐ **Yes** (You may skip Box 4) ☑ **No** (Do not skip Box 4, and include a Letter of Agency with your submittal)

Applicant Name	Emily Lubbers
Applicant Company Name	MSP Design
Mailing Address	3700 Park 42 Drive, Suite 190B, Cincinnati, OH 45241
Email Address	elubbers@mspdesign.com
Telephone Number	513-759-3212

BOX 4 | PROPERTY OWNER INFORMATION ☐ Check if same as Applicant

Property Owner Name	Benjamin W. Federbush
Property Owner Company Name	Varick Realty
Mailing Address	185 Varick Street, Suite 305, New York, NY 10014
Email Address	bwf@varickrealty.com
Telephone Number	917-776-4307

BOX 5 | ARCHITECT INFORMATION ☑ Check if same as Applicant

Architect/Engineer Name	Emily Lubbers
Company Name	MSP Design
Mailing Address	3700 Park 42 Dr. Suite 190B, Cincinnati, OH 45241
Email Address	elubbers@mspdesign.com
Telephone Number	513-759-3212

BOX 6 | ATTACHMENT CHECKLIST

Submit all contents in **PDF format.** No printed copies are necessary.

☑ **Narrative/Cover Letter** providing a written description of the proposed exterior change(s)

☑ **Elevations, site plans, renderings, diagrams, photo simulations, and/or other items** necessary to accurately illustrate the details of proposed exterior change(s)

☑ **Photos** of existing site conditions

Note: Upon checking an application for completeness, staff may require additional information and/or materials above and beyond the items listed above in order to perform a complete evaluation for compliance with relevant Code provisions. You are welcome to contact Community Development at 513-524-5204 ahead of submission to determine whether additional items may be required. For example, a **material sample** may be requested for certain small-scale changes such as new signage, doors, etc.

BOX 7 | APPLICANT SIGNATURE

As the owner or owner's agent, I hereby agree all information contained in this application is true, accurate, and complete to the best of my knowledge. I acknowledge the application will first be checked by City staff for completeness prior to processing. Upon intake, staff will consult the Chair of the Historic & Architectural Preservation Commission (HAPC) to determine whether an application is approvable in an administrative fashion, or will require being heard by the full Commission at a regular meeting date.

Applicant Name (Print)	Emily Lubbers		
Applicant Signature	Emily Lubbers Digitally signed by Emily Lubbers DN: C=US, E=elubbers@mspdesign.com, O=MSP Design, CN=Emily Lubbers Date: 2024.04.19 16:49:19-04'00'	Date	04/19/24

Processing Fee

The appropriate processing fee amount will be determined during a completeness check by Community Development staff. It may take 1-2 business days for a completeness check to be performed. The applicant will receive a digital copy of a processing fee invoice via email once it is ready. Fees may be paid in-person by check or credit card at the Finance Department window on the first floor of the Oxford Municipal Building, 15 S College Avenue, Oxford OH 45056. For credit card payments, the City accepts Visa, MasterCard, or Discover, and such payments may also be taken over the phone by calling our Finance Department Utilities line at 513-524-5221, Option 1.

Bond Requirement for Demolitions

Be aware that any future Demolition Permit cannot issued unless accompanied by a COA and shall include:

(1) a **performance bond** posting with security equivalent to 100% of the approved cost of leveling the site, filling with soil and sodding or seeding the surface.

(2) payment of a **mitigation fee** of ten percent (10%) of the approved demolition cost.

COA Review Criteria For source text, refer to Oxford Zoning Code *Section 1152.07(f)*

Decisions on a COA application shall be based on consideration of the following criteria:

(1) The proposed development complies with all the requirements of this code and other related codes and ordinances enforced by the City;

(2) Properties which contribute to the character of the historic district shall be retained, with their historic architectural features intact and altered as little as possible;

(3) Any alteration of an existing property shall be compatible with its historic character, as well as with the surrounding district;

(4) New construction shall be compatible with the district in which it is located;

(5) The application demonstrates compliance with any historic guidelines or policies adopted by the City of Oxford that are applicable to the subject application; and

(6) In determining compatibility, the HAPC shall consider the following:

A. The general design, character, and appropriateness to the property of the proposed alteration or new construction;

B. The scale of the proposed alteration or new construction in relation to the property itself, surrounding properties, and the neighborhood;

C. The texture, materials, and color and their relation to similar features of other properties in the neighborhood;

D. The visual compatibility with surrounding properties, including proportion of the properties façade, roof shape, and the rhythm of spacing of properties on streets, including setback; and

E. The importance of historic, architectural, or other features to the significance of the property.

(7) In its considerations of whether an application is deserving of an approval, the HAPC may also consider the cost of modifications or other proposals, where costs for a particular action or inaction may be unreasonable given existing conditions of a structure, site, or area.

(8) The HAPC shall encourage alterations and repairs to historic structures and to structures in historic districts in the spirit of their existing architectural style; however, additions in styles different than the existing structure may be approved if such additions complement the existing architectural style. The HAPC shall be flexible in its judgment of plans for alteration, repair, or demolition of structures, sites, and areas of little historic or cultural value except where such alteration, repair, or demolition would seriously impair the historic value and character of surrounding structures or of the surrounding area. It is not the intent of this Chapter to limit alteration or repair to any one period of architectural style.

Demolition Approval Criteria For source text, refer to Oxford Zoning Code *Section 1152.09(e)*

The HAPC may approve a COA for demolition only if one of the following is satisfied:

(1) The applicant has given clear evidence that the structure has incurred extensive damage to its basic structural elements such as roof, wall, and foundation requiring substantial reconstruction, and the structure presents an immediate danger to the public health, safety, or welfare as declared by the Chief Building Official (condemnation) but that such damage was not done through neglect of the property by the owner or former owners; or

(2) The demolition is proposed for a structure that is identified as non-contributing or historic non-contributing in an adopted inventory of the applicable zoning district; or

(3) The applicant demonstrates that the following conditions are met based on the designation of the site or structure in an adopted historic inventory:

A. Historic Structures

i. The applicant must demonstrate that the costs to rehabilitate or renovate the structure to a purposeful use exceeds 50 percent of the fair market value.

ii. The City shall reserve the right to have an individual or entity that is not a member of HAPC to assess the financial feasibility of renovating the structure.

iii. The COA shall not be approved if the cause of such damage was due to neglect by the owner or previous owners.

B. Non-Historic Contributing Structures

i. The removal will not adversely affect the architectural or historic integrity of the streetscape; or

ii. The structure is not consistent with other structures in the district in terms of historic character, architectural style, construction material, height, setback, or mass.

LETTER OF AGENCY

To Whom It May Concern:

Please be advised that

Emily Lubbers, MSP Design

(Applicant Name)

has permission to represent our interest with the City of Oxford regarding

Certificate of Appropriateness for new Mixed-Use Building

(Application Description)

located at

110 E High Street

(Property Address/Location)

Thank you,

Benjamin W. Federbush

(Property Owner Printed Name – must be a person)

Varick Realty

(Property Owner Company Name – if applicable)

(Property Owner Signature – must correspond to printed name above) (Date)

MSP DESIGN
McGill Smith Punshon

June 24, 2024

Sam Perry
Community Development Director
City of Oxford
Community Development

RE: Certificate of Appropriateness Pre-Application Meeting
For: Benjy Federbush
AT: 110 E. High Street, Oxford, OH 45056

Dear Mr. Perry:

This letter serves as an official request to submit for Certificate of Appropriateness for a proposed new mixed-use building located at 110 E. High Street.

The proposed building is a four-story 52,400 SF mixed-use building. The building will have retail on the first floor and three stories of multi-family housing above. The multi-family housing will be designed with Miami University students in mind. The residential units will be a combination of one bedroom/one bathroom, three bedroom/three bathroom and four bedroom/four bathroom units. The first floor covers most of the site, with the second thru fourth floors forming a U-shape towards the rear of the site, therefore allowing every bedroom to have a window.

The proposed exterior design uses brick veneer, metal panels / siding, smooth stone veneer, and pre-cast panels. The first floor will have an abundance of aluminum storefront to create a welcoming atmosphere along the street front. The building is designed to appear as multiple smaller buildings, as opposed to one large building, to be more in line with the existing character of the neighborhood. Two colors of brick have been proposed. Both will be in the red family with one being a darker brown/burgundy and the other a lighter mauve color. The pre-cast concrete and stone will be in the cream/tan family. The upper floor windows have a regular and repetitive pattern and align with the aluminum storefront on the first floor. MSP will provide physical samples of materials for review at the meeting.

MSP considered the feedback received at the Pre-Application meeting such as a request for more glass/storefront, some additional banding, pushing/pulling the façade in the horizontal and vertical direction, and a more distinctive overall design. The revised design has shifted the location of the residential entrance stair/elevator to allow for a retail bay between the stair tower and the adjacent building. This allows the residential portion where the proposed building connects with the existing adjacent building to be three stories, therefore creating a smoother transition between the buildings.

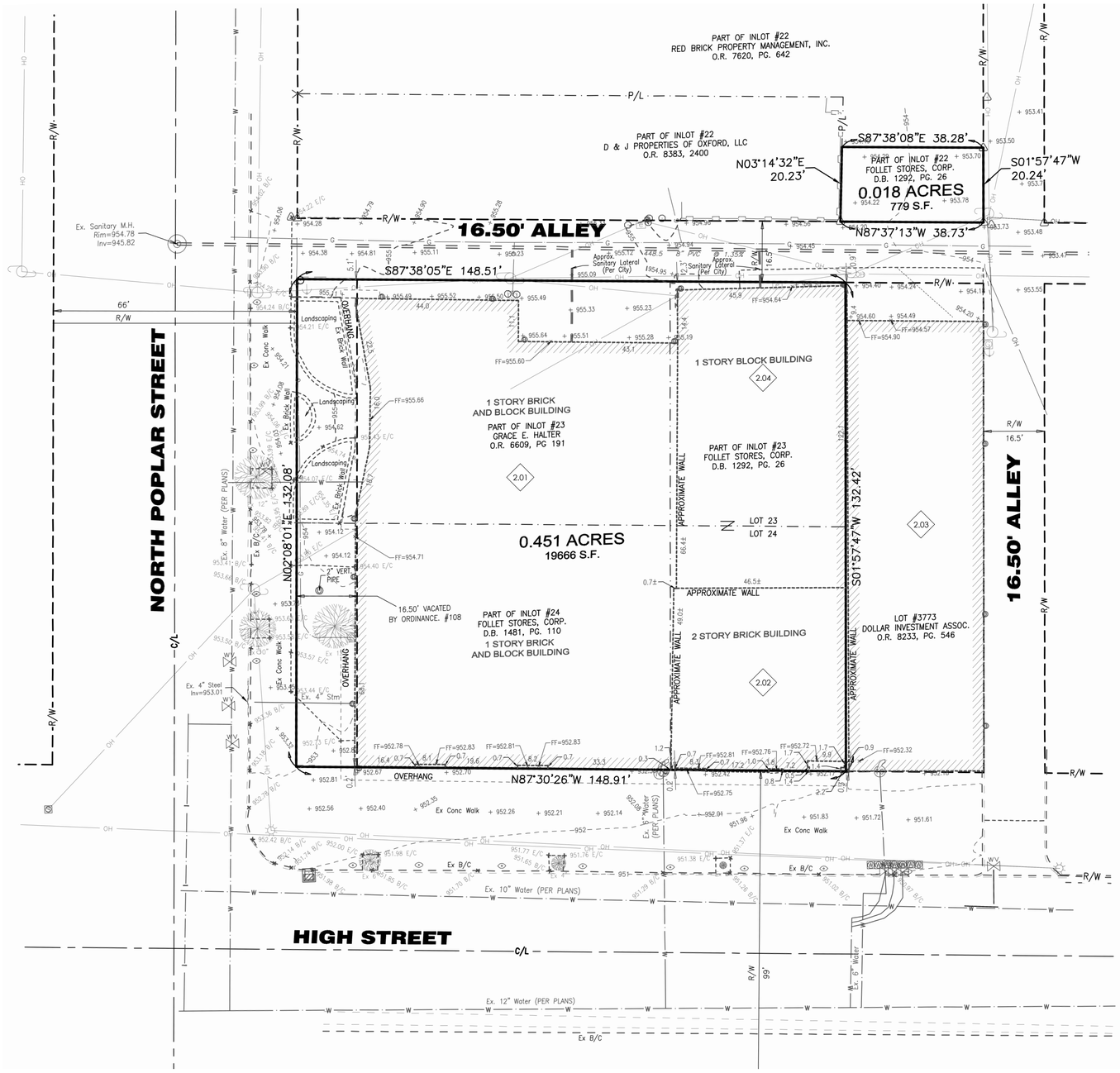
The revised design utilizes three separate design concepts that breaks up the façade into smaller, vertically oriented, sections. One of the design concepts is more traditional in nature with a clear base, middle, and top as well as cast stone banding. The second concept is a much more modern concept with metal siding, larger expanses of storefront, and an EIFS or metal panel project. The third concept is designed to bridge the two and provide both traditional and modern aspects and tie the two other concepts together.

While the building does have an overall more modern aesthetic, we believe the design respects the rhythm and character of the surrounding buildings, and the neighborhood. We understand the Certificate of Appropriateness application process is a collaborative one and we are looking forward to working with the City of Oxford and the HAPC to finalize the design and create a building that both the owner, designers, and City of Oxford can be proud of.

If we can be of any further help, please do not hesitate to call.

Sincerely,

Emily Lubbers, AIA NCIDQ
Project Architect
513-759-3212
elubbers@mspdesign.com
McGill Smith Punshon, Inc.



DEMOLITION SITE PLAN

SCALE: 1/16" = 1'-0"

GENERAL NOTES

A. ALL DIMENSIONS ARE TAKEN TO FINISHED FACE OF WALLS AND FINISHED FACE OF EXISTING STRUCTURE.
B. ALL DIMENSIONS SHALL HAVE PREFERENCE OVER SCALE. DO NOT SCALE DRAWINGS.
C. EDGE OF ALL DOOR JAMBS AT HINGE SIDE, UNLESS INDICATED OTHERWISE, ARE TO BE 4" FROM THE FACE OF INTERSECTING WALLS. EDGE OF ALL DOOR JAMBS AT STRIKE SIDE, UNLESS INDICATED OTHERWISE, ARE TO BE 18" MINIMUM FROM THE FACE OF INTERSECTING WALLS.
D. IF CONTRACTOR SHOULD DISCOVER ANY UNFORESEEN PROBLEMS DURING CONSTRUCTION, THE ARCHITECT SHOULD BE NOTIFIED IMMEDIATELY AND THAT PARTICULAR WORK SHOULD BE DISCONTINUED UNTIL NECESSARY REVISIONS CAN BE DECIDED UPON.
E. REFER TO M/E/P SHEETS FOR ALL MECHANICAL, ELECTRICAL AND PLUMBING RELATED WORK.
F. REFER TO STRUCTURAL SHEETS FOR ALL STRUCTURAL RELATED WORK.
G. REFER TO WALL SECTIONS FOR CONSTRUCTION OF EXTERIOR WALLS.
H. ALL WALL TYPES TO BE TYPE '1' UNLESS NOTED OTHERWISE. SEE SHEET A001 FOR WALL TYPES.
I. FIRST FLOOR LEVEL 100'-0" EQUALS 952.78'. SEE CIVIL DRAWINGS.
J. ALL WOOD BLOCKING TO BE PRESSURE TREATED AT EXTERIOR LOCATIONS.

◇ DRAWING NOTES

2.01 EXISTING ONE STORY BRICK AND BLOCK BUILDING TO BE DEMOLISHED IN ITS ENTIRETY
2.02 EXISTING TWO-STORY BRICK BUILDING TO BE DEMOLISHED IN ITS ENTIRETY
2.03 EXISTING THREE-STORY BRICK BUILDING ADJECT TO PROJECT SITE - BUILDING TO REMAIN
2.04 EXISTING ONE STORY BLOCK BUILDING TO BE DEMOLISHED IN ITS ENTIRETY

MSP DESIGN
McGill Smith Punshon

- Architecture — 3700 Park 42 Drive
- Engineering — Suite 190B
- Landscape Architecture — Cincinnati OH 45241
- Planning — Phone 513.759.0004
- Surveying — www.mspdesign.com

Project Manager **Checker**
Drawn By **Author**

Issue/Revision	No.	Date

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PROPOSED MIXED USE

110 E HIGH STREET
OXFORD, OHIO 45056

Sheet Title
DEMOLITION SITE PLAN

Project Number 001
Drawing Scale 1/16" = 1'-0"

Sheet Number **D101**

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PROPOSED SITE PLAN

SCALE: 1/16" = 1'-0"

MSP DESIGN
McGill Smith Punshon

- Architecture
- Engineering
- Landscape Architecture
- Planning
- Surveying

3700 Park 42 Drive
Suite 190B
Cincinnati OH 45241
Phone 513.759.0004
www.mspdesign.com

Project Manager **Checker**
Drawn By **Author**

Issue/Revision	No.	Date

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PROPOSED MIXED USE

110 E HIGH STREET
OXFORD, OHIO 45056

Sheet Title
SITE PLAN

Project Number 001
Drawing Scale 1/16" = 1'-0"

Sheet Number **A100**

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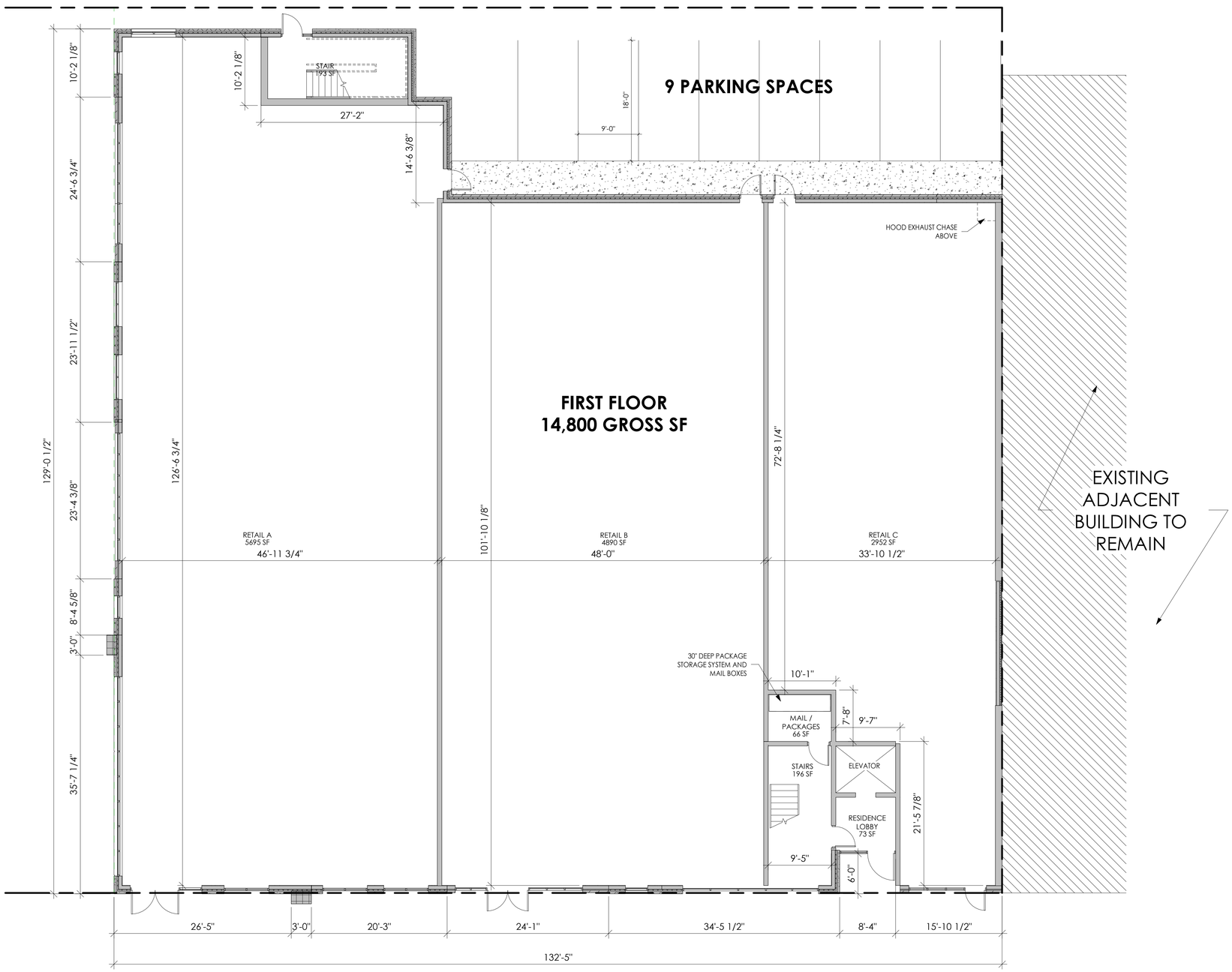

FIRST FLOOR

SCALE: 1/8" = 1'-0"

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◇ DRAWING NOTES

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McGill Smith Punshon

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Drawn By **Author**

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PROPOSED MIXED USE

110 E HIGH STREET
OXFORD, OHIO 45056

Sheet Title
FIRST FLOOR PLAN

Project Number 001
Drawing Scale 1/8" = 1'-0"

Sheet Number **A101**

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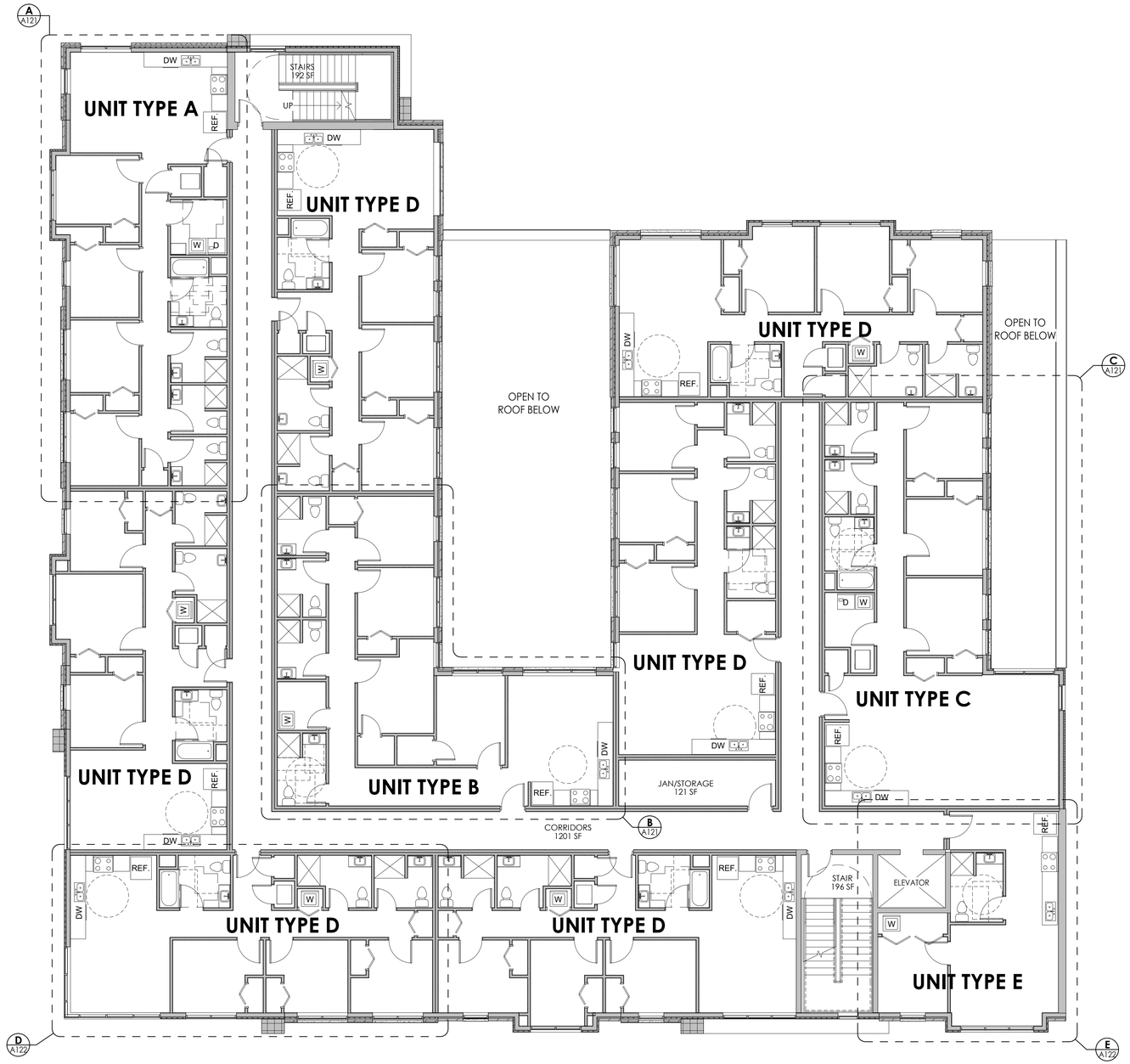
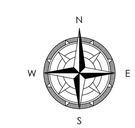


SECOND & THIRD FLOOR PLAN

SCALE: 1/8" = 1'-0"



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Project Manager **Checker**
Drawn By **Author**

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Sheet Title
SECOND & THIRD FLOOR PLAN

Project Number 001
Drawing Scale 1/8" = 1'-0"

Sheet Number **A102**

Revit 2023 6/21/2024 4:53:10 PM

FOURTH FLOOR PLAN

SCALE: 1/8" = 1'-0"

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Sheet Title
FOURTH FLOOR PLAN

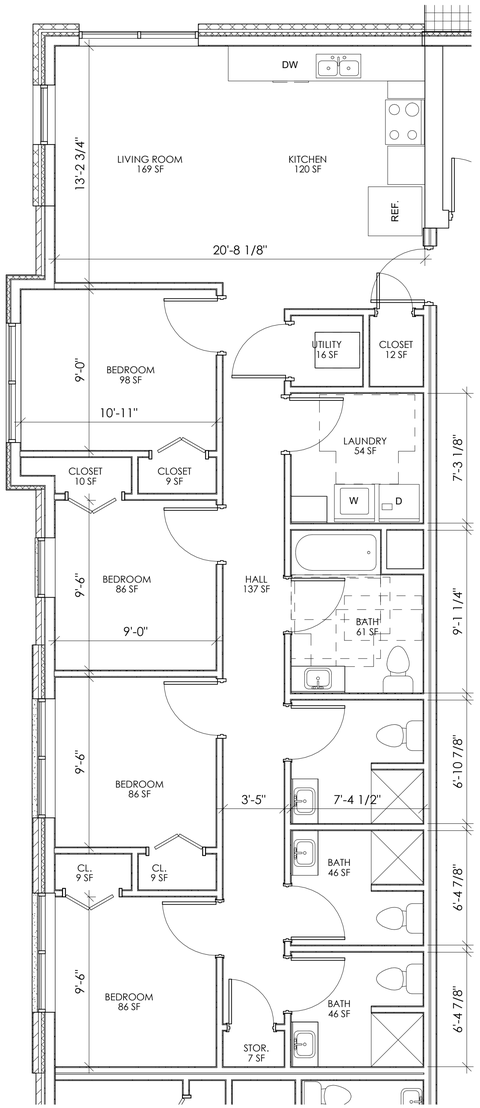
Project Number 001
Drawing Scale 1/8" = 1'-0"

Sheet Number **A104**

Revit 2023 6/21/2024 4:53:12 PM

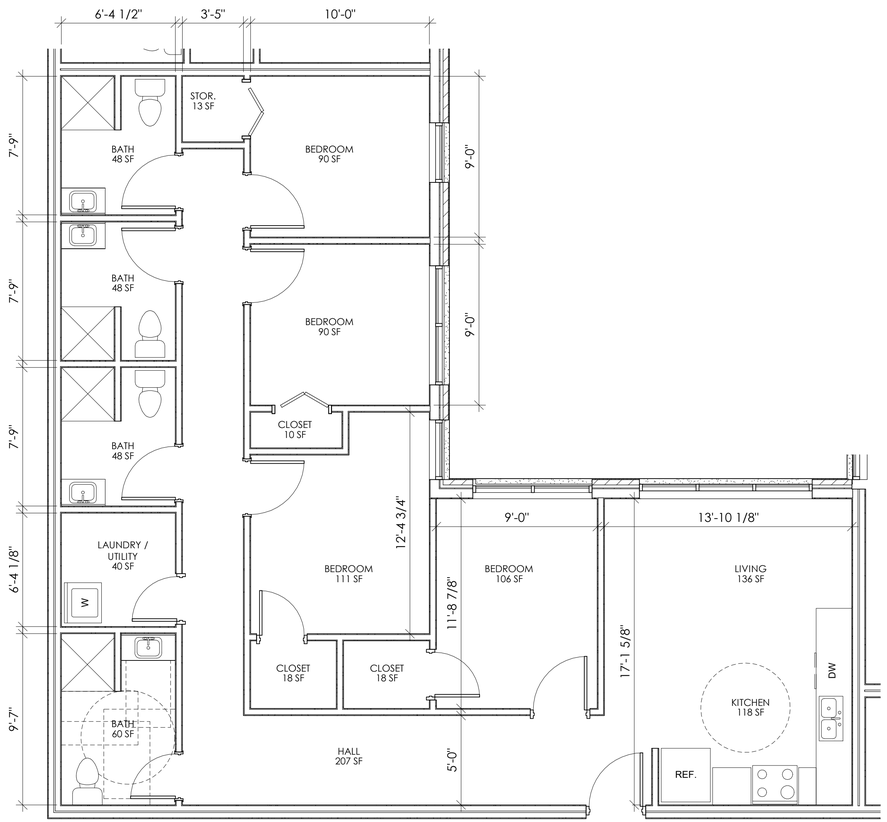
UNIT TABULATION

HOUSING UNIT TYPE	DESCRIPTION	AREA	BEDS	BATHS	UNITS 2ND FL.	UNITS 3RD FL.	UNITS 4TH FL.	TOTAL UNITS	TOTAL BEDS	TOTAL BATHS
UNIT TYPE A	FOUR BEDROOM	1,325 GROSS SF	4	4	1	1	0	2	8	8
UNIT TYPE B	FOUR BEDROOM - CORNER	1,340 GROSS SF	4	4	1	1	1	3	12	12
UNIT TYPE C	THREE BEDROOM - CORNER	1,380 GROSS SF	3	3	1	1	1	3	9	9
UNIT TYPE D	THREE BEDROOM - STANDARD	1,095 GROSS SF	3	3	6	6	6	18	54	54
UNIT TYPE E	ONE BEDROOM	600 GROSS SF	1	1	1	1	0	2	2	2
		BUILDING TOTAL:			10	10	8	28	85	85



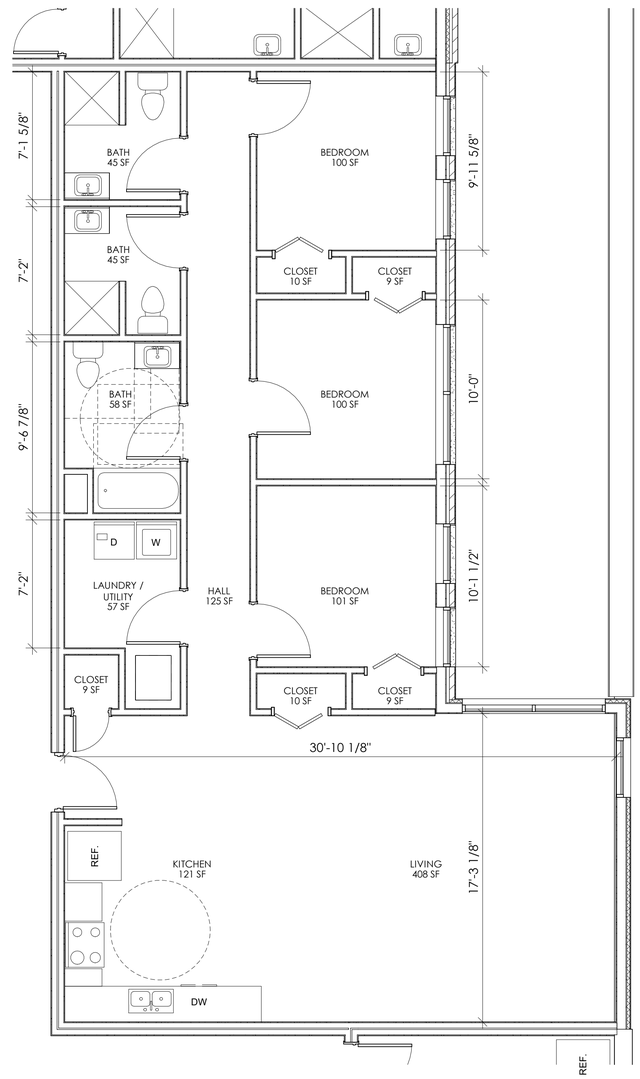
A A102 **UNIT A - FOUR BED FOUR BATH - 1,325 SF**

SCALE: 1/4" = 1'-0"



B A102 **UNIT B - FOUR BED FOUR BATH - 1,340 SF**

SCALE: 1/4" = 1'-0"



C A102 **UNIT C - THREE BED THREE BATH - 1,380 SF**

SCALE: 1/4" = 1'-0"

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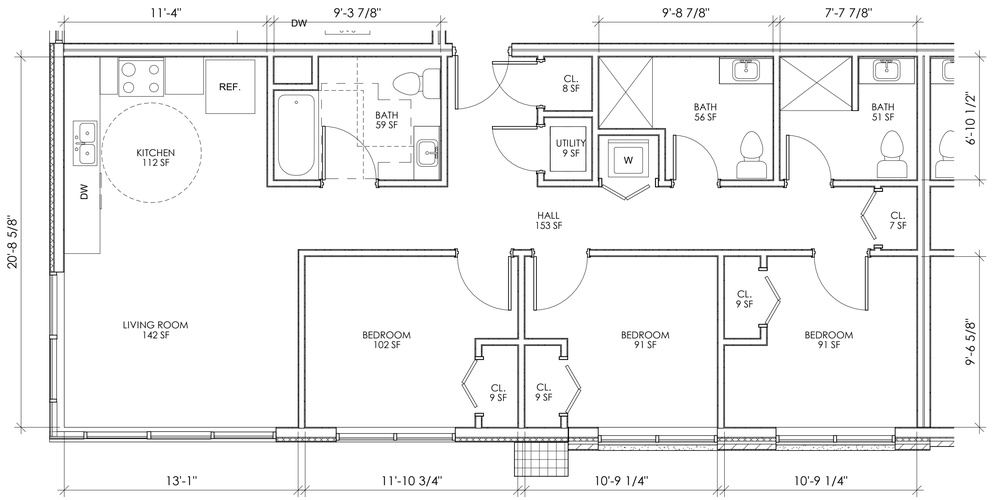
Sheet Title
ENLARGED UNIT PLANS

Project Number 001
Drawing Scale 1/4" = 1'-0"

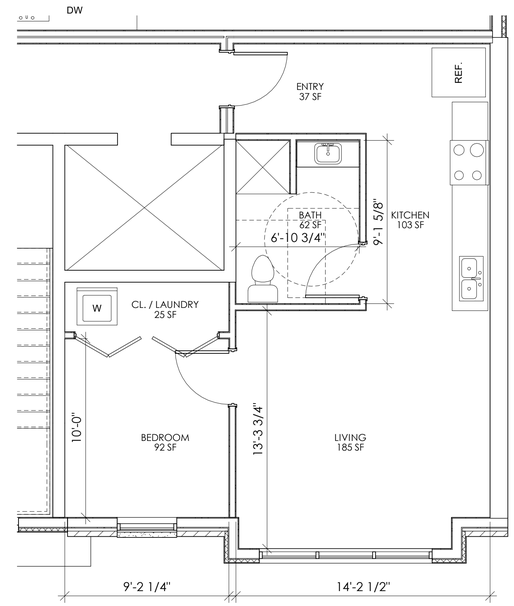
Sheet Number **A121**

6/21/2024 4:53:12 PM
Revit 2023



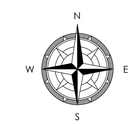
D A102 **UNIT D - FOUR BED FOUR BATH - 1,095 SF**

SCALE: 1/4" = 1'-0"



E A102 **UNIT E - ONE BED ONE BATH - 600 SF**

SCALE: 1/4" = 1'-0"



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Sheet Title
ENLARGED UNIT PLANS

Project Number 001
Drawing Scale 1/4" = 1'-0"

Sheet Number **A122**

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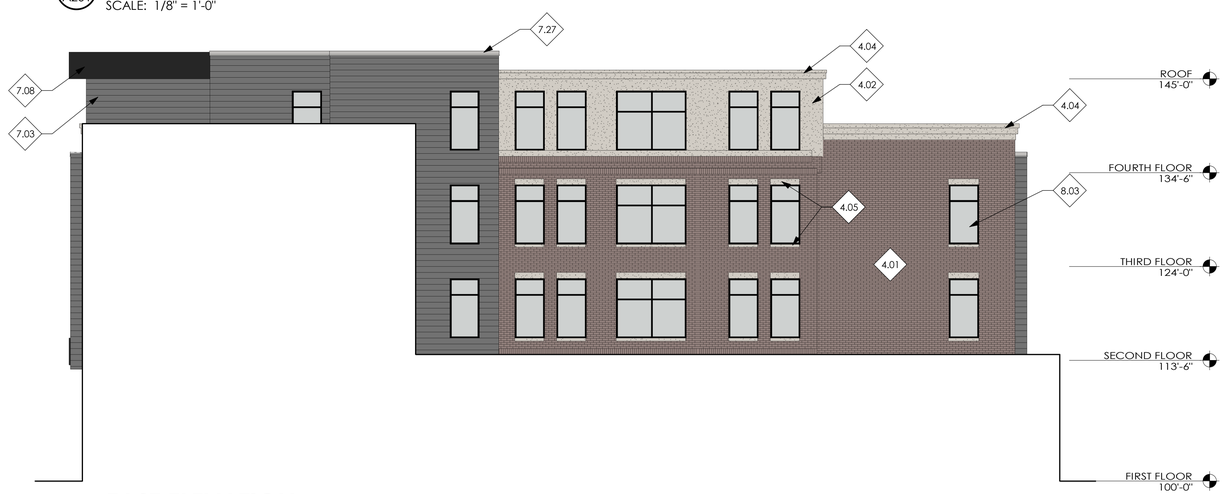
1 A201 **NORTH ELEVATION**

SCALE: 1/8" = 1'-0"

2 A201 **SOUTH ELEVATION**

SCALE: 1/8" = 1'-0"



3 A201 **EAST ELEVATION**

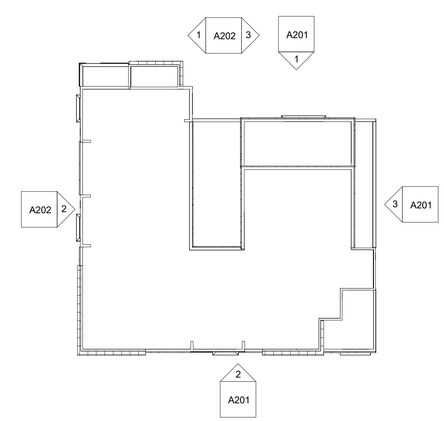
SCALE: 1/8" = 1'-0"

GENERAL NOTES

A. VERIFY ALL CONDITIONS PRIOR TO FABRICATION, ERECTION, AND INSTALLATION.
B. SEE STRUCTURAL DRAWINGS FOR DEPTHS OF FOUNDATIONS, FOOTINGS, COLUMN SIZES AND LOCATIONS.

DRAWING NOTES

4.01	BRICK VENEER - COLOR 1
4.02	PRECAST CONCRETE PANELS
4.03	BRICK SOLDIER COURSE
4.04	PRECAST CORNICE
4.05	CAST STONE BAND
4.06	12"X24" RUNNING BOND SMOOTH STONE VENEER
4.09	BRICK VENEER - COLOR 2
7.03	HORIZONTAL METAL PANELS
7.08	EIFS OR METAL PANEL PROJECTION
7.27	PREFINISHED METAL COPING WITH CONTINUOUS CLEAT
8.01	HOLLOW METAL DOOR AND FRAME
8.03	WINDOW - TYPE TO BE DETERMINED
8.17	4 1/2" ALUMINUM STOREFRONT WINDOW SYSTEM
8.18	1" INSULATED SPANDREL PANEL



KEY PLAN

SCALE: 1/32" = 1'-0"

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Sheet Title
BUILDING ELEVATIONS

Project Number 001
Drawing Scale As indicated

Sheet Number **A201**

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Revit 2023

1 A201 **EAST ELEVATION - BACKSIDE OF BUILDING**

SCALE: 1/8" = 1'-0"

2 A201 **WEST ELEVATION**

SCALE: 1/8" = 1'-0"

3 A201 **WEST ELEVATION - BACKSIDE OF BUILDING**

SCALE: 1/8" = 1'-0"

GENERAL NOTES

A. VERIFY ALL CONDITIONS PRIOR TO FABRICATION, ERECTION, AND INSTALLATION.

B. SEE STRUCTURAL DRAWINGS FOR DEPTHS OF FOUNDATIONS, FOOTINGS, COLUMN SIZES AND LOCATIONS.

DRAWING NOTES

4.01	BRICK VENEER - COLOR 1
4.02	PRECAST CONCRETE PANELS
4.03	BRICK SOLDIER COURSE
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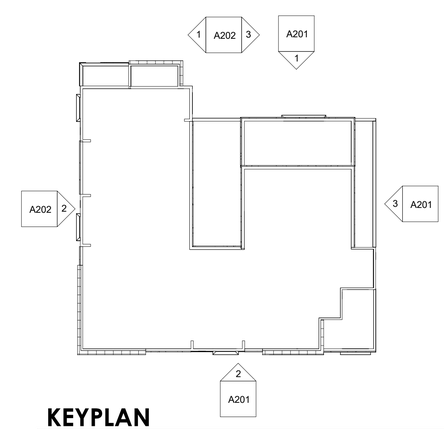

KEYPLAN

SCALE: 1/32" = 1'-0"

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Sheet Title
BUILDING ELEVATIONS

Project Number 001
Drawing Scale As indicated

Sheet Number **A202**

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MSP DESIGN
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EXTERIOR CONCEPT - HIGH STREET

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

THIS DRAWING IS FOR ILLUSTRATION PURPOSES ONLY AND SUBJECT TO CHANGE.

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EXTERIOR CONCEPT - HIGH STREET

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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EXTERIOR CONCEPT - HIGH STREET

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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EXTERIOR CONCEPT - NORTH POPLAR

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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EXTERIOR CONCEPT - NORTH POPLAR

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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EXTERIOR CONCEPT - NORTH POPLAR

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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EXTERIOR CONCEPT - AERIAL VIEW

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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EXTERIOR CONCEPT - AERIAL VIEW

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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EXTERIOR CONCEPT - AERIAL VIEW

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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EXTERIOR CONCEPT - STREET VIEW

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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EXTERIOR CONCEPT - STREET VIEW

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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EXTERIOR CONCEPT - STREET VIEW

PROJECT NUMBER: 23402.00 | DATE: JUNE 21, 2024

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MEMORANDUM

Community Development Department
513-524-5204

TO:	Historic & Architectural Preservation Commission
FROM:	Sam Perry, AICP Director | HAPC Administrator
MEETING DATE:	July 15, 2024
RE:	**Previous Approval – HAPC-2024-09, 200 East High St window replacement**

No action is requested of the Commission on the following case. The case has already been approved administratively per Code 1152.07(c). This case document is being included as information only. If different action is requested for future similar cases, this is the time for Commission members to bring it up to the Chair and staff.

City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

CERTIFICATION

Historic & Architectural Preservation Commission
Community Development Department

TO: Thomas I. Converse, AIA
Applicant

DATE: June 13, 2024

RE: **HAPC-2024-09 | 200 E High Street**

The HAPC Chair and Historic Preservation Administrator have determined the proposed modification(s) per the case cited above to be minor in nature and hereby approve and issue a Certificate of Appropriateness pursuant to Oxford Zoning Code *Section 1152.07(c)*, **subject to the following comments and/or conditions**:

Nice choice of historically accurate muntins.

Sincerely,

Dana P. Miller Digitally signed by Dana P. Miller
Date: 2024.06.18 11:01:26 -04'00'

Dana Miller
Chair,
Historic & Architectural Preservation Commission (HAPC)

Sam Perry, AICP
Community Development Director,
serving as Historic Preservation Administrator

CERTIFICATE OF APPROPRIATENESS APPLICATION

Please print legibly. To apply, email completed form and plans in PDF format to commdev@cityofoxford.org

BOX 1 | APPLICATION TYPE Select one

☑ **Pre-Application** for Certificate of Appropriateness

☐ **Certificate of Appropriateness**

BOX 2 | APPLICATION DETAILS

Property Address/Location	200 East High Street
Building Name	Alpha Chapter House Beta Theta Pi Fraternity
Does the proposal involve demolishing an existing building?	☐ Yes ☑ No
Description of Proposed Change(s)	Replacement of 200 East High Street Tower Windows with windows of the same size but with muntin bar patterns approximating their 1850s Greek Revival (1) pattern. (1) Walking Tour of Oxford's University Historic District.

BOX 3 | APPLICANT INFORMATION

Is the applicant also the current property owner?

☐ **Yes** (You may skip Box 4) ☑ **No** (Do not skip Box 4, and include a Letter of Agency with your submittal)

Applicant Name	Thomas I. Converse, AIA
Applicant Company Name	Renouveau Design, Inc.
Mailing Address	P.O. Box 218300, Columbus, Ohio 43220
Email Address	TConverse@RDIColumbus.com
Telephone Number	614 519 1131

BOX 4 | PROPERTY OWNER INFORMATION ☐ Check if same as Applicant

Property Owner Name	Calloway Robertson, VP
Property Owner Company Name	Forever Alpha Company of Beta Theta Pi
Mailing Address	Karen E. Baker, CPA, 188 N. Brookwood Avenue - Suite 100, Hamilton, Ohio 45013
Email Address	calloway.robertson@gmail.com
Telephone Number	614 361 0045

BOX 5 | ARCHITECT INFORMATION ☑ Check if same as Applicant

Architect/Engineer Name	Thomas I. Converse, AIA
Company Name	Renouveau Design, Inc.
Mailing Address	P.O. Box 218300, Columbus, Ohio 43220
Email Address	TConverse@RDIColumbus.com
Telephone Number	614 519 1131

BOX 6 | ATTACHMENT CHECKLIST

Submit all contents in **PDF format.** No printed copies are necessary.

☐ **Narrative/Cover Letter** providing a written description of the proposed exterior change(s)

☐ **Elevations, site plans, renderings, diagrams, photo simulations, and/or other items** necessary to accurately illustrate the details of proposed exterior change(s)

☐ **Photos** of existing site conditions

Note: Upon checking an application for completeness, staff may require additional information and/or materials above and beyond the items listed above in order to perform a complete evaluation for compliance with relevant Code provisions. You are welcome to contact Community Development at 513-524-5204 ahead of submission to determine whether additional items may be required. For example, a **material sample** may be requested for certain small-scale changes such as new signage, doors, etc.

BOX 7 | APPLICANT SIGNATURE

As the owner or owner's agent, I hereby agree all information contained in this application is true, accurate, and complete to the best of my knowledge. I acknowledge the application will first be checked by City staff for completeness prior to processing. Upon intake, staff will consult the Chair of the Historic & Architectural Preservation Commission (HAPC) to determine whether an application is approvable in an administrative fashion, or will require being heard by the full Commission at a regular meeting date.

Applicant Name (Print)	Thomas I. Converse, AIA, Owner's Agent		
Applicant Signature	Digitally signed by Thomas I. Converse Date: 2024.05.31 14:17:09 -04'00'	Date	5/31/2024

Processing Fee

The appropriate processing fee amount will be determined during a completeness check by Community Development staff. It may take 1-2 business days for a completeness check to be performed. The applicant will receive a digital copy of a processing fee invoice via email once it is ready. Fees may be paid in-person by check or credit card at the Finance Department window on the first floor of the Oxford Municipal Building, 15 S College Avenue, Oxford OH 45056. For credit card payments, the City accepts Visa, MasterCard, or Discover, and such payments may also be taken over the phone by calling our Finance Department Utilities line at 513-524-5221, Option 1.

Bond Requirement for Demolitions

Be aware that any future Demolition Permit cannot issued unless accompanied by a COA and shall include:

(1) a **performance bond** posting with security equivalent to 100% of the approved cost of leveling the site, filling with soil and sodding or seeding the surface.

(2) payment of a **mitigation fee** of ten percent (10%) of the approved demolition cost.

COA Review Criteria For source text, refer to Oxford Zoning Code *Section 1152.07(f)*

Decisions on a COA application shall be based on consideration of the following criteria:

(1) The proposed development complies with all the requirements of this code and other related codes and ordinances enforced by the City;

(2) Properties which contribute to the character of the historic district shall be retained, with their historic architectural features intact and altered as little as possible;

(3) Any alteration of an existing property shall be compatible with its historic character, as well as with the surrounding district;

(4) New construction shall be compatible with the district in which it is located;

(5) The application demonstrates compliance with any historic guidelines or policies adopted by the City of Oxford that are applicable to the subject application; and

(6) In determining compatibility, the HAPC shall consider the following:

A. The general design, character, and appropriateness to the property of the proposed alteration or new construction;

B. The scale of the proposed alteration or new construction in relation to the property itself, surrounding properties, and the neighborhood;

C. The texture, materials, and color and their relation to similar features of other properties in the neighborhood;

D. The visual compatibility with surrounding properties, including proportion of the properties façade, roof shape, and the rhythm of spacing of properties on streets, including setback; and

E. The importance of historic, architectural, or other features to the significance of the property.

(7) In its considerations of whether an application is deserving of an approval, the HAPC may also consider the cost of modifications or other proposals, where costs for a particular action or inaction may be unreasonable given existing conditions of a structure, site, or area.

(8) The HAPC shall encourage alterations and repairs to historic structures and to structures in historic districts in the spirit of their existing architectural style; however, additions in styles different than the existing structure may be approved if such additions complement the existing architectural style. The HAPC shall be flexible in its judgment of plans for alteration, repair, or demolition of structures, sites, and areas of little historic or cultural value except where such alteration, repair, or demolition would seriously impair the historic value and character of surrounding structures or of the surrounding area. It is not the intent of this Chapter to limit alteration or repair to any one period of architectural style.

Demolition Approval Criteria For source text, refer to Oxford Zoning Code *Section 1152.09(e)*

The HAPC may approve a COA for demolition only if one of the following is satisfied:

(1) The applicant has given clear evidence that the structure has incurred extensive damage to its basic structural elements such as roof, wall, and foundation requiring substantial reconstruction, and the structure presents an immediate danger to the public health, safety, or welfare as declared by the Chief Building Official (condemnation) but that such damage was not done through neglect of the property by the owner or former owners; or

(2) The demolition is proposed for a structure that is identified as non-contributing or historic non-contributing in an adopted inventory of the applicable zoning district; or

(3) The applicant demonstrates that the following conditions are met based on the designation of the site or structure in an adopted historic inventory:

A. Historic Structures

i. The applicant must demonstrate that the costs to rehabilitate or renovate the structure to a purposeful use exceeds 50 percent of the fair market value.

ii. The City shall reserve the right to have an individual or entity that is not a member of HAPC to assess the financial feasibility of renovating the structure.

iii. The COA shall not be approved if the cause of such damage was due to neglect by the owner or previous owners.

B. Non-Historic Contributing Structures

i. The removal will not adversely affect the architectural or historic integrity of the streetscape; or

ii. The structure is not consistent with other structures in the district in terms of historic character, architectural style, construction material, height, setback, or mass.

LETTER OF AGENCY

To Whom It May Concern:

Please be advised that

Thomas I. Converse, AIA

(Applicant Name)

has permission to represent our interest with the City of Oxford regarding

Tower Windows Replacement Certificate of Appropriateness Application

(Application Description)

located at

200 East High Street. Oxford, Ohio

(Property Address/Location)

Thank you,

Calloway Robertson, VP - Forever Alpha Company

(Property Owner Printed Name – must be a person)

Not Applicable

(Property Owner Company Name – if applicable)

Calloway Robertson, VP of the Forever Alpha Company (May 31, 2024 12:39 EDT)

(Property Owner Signature – must correspond to printed name above)

31/05/24

(Date)

EXHIBIT 1 – EXISTING FACILITY

EXHIBIT 2 – EXISTING TOWER WINDOWS

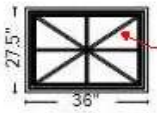
EXHIBIT 3 – 1850'S TOWER WINDOWS

EXHIBIT 4 – CIRCA 1970'S TOWER WINDOWS

EXHIBIT 5 – PROPOSED TOWER WINDOWS

Customer: AECOM (Columbus) Project Name: AECOM/Oxford Project Quote Number: 16075409

Line #	Location:	Attributes	Item Price	Qty	Ext'd Price
25	None Assigned	**Special Pella® Reserve, , Traditional Sash Set, Fixed, 36 X 27.5, Poplar White**		12	



2156

Viewed From Exterior

Rough Opening: 36 - 3/4" X 28 - 1/4"

THIS IS WHAT ALL THE WINDOWS WILL LOOK LIKE

1: Non-Standard Size Non-Standard Size Fixed Sash Set

: 36 X 27 1/2

General Information: Standard, Clad, Pine, 5", 3 11/16"

Exterior Color / Finish: Painted, Standard Enduraclad, Poplar White

Interior Color / Finish: Bright White Paint Interior

Sash / Panel: Putty Glaze, Ogee, Standard

Glass: Insulated Dual Low-E Advanced Low-E Insulating Glass Argon Non High Altitude

Performance Information: U-Factor 0.28, SHGC 0.28, VLT 0.51, CPD PEL-N-1-69313-00001, Performance Class CW, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 50, Year Rated 11

Grille: ILT, Yes (Arch Services drawing required), 7/8", Custom Process Grille, Putty Glaze, Ogee

Wrapping Information: No Exterior Trim, 3 11/16", 5", Factory Applied, Pella Recommended Clearance, Perimeter Length = 127".

EXHIBIT 6 – PROPOSED WINDOW UNIT

12 200 East High Street

An early owner of the 1830s ***Coulson-Kumler House*** was Robert Moon whose family moved three houses down the street in the 1840s. In the 1850s retired physician David and Mary (Wade) Oliver bought the property and added Greek Revival elements when they enlarged the home. They were followed by the widow Sarah (LeFevre) Coulson and her daughters, who lived here for over twenty years. After serving briefly as the chapter house for Beta Theta Pi fraternity in the 1890s, the home was bought by farmer Theophilus and Laura (Magie) Kumler. (From time to time the households of both the Olivers and Kumlers included a live-in servant.) The next owners were the Betas, who removed the exterior paint, built a large rear addition, and changed the front porch. Since the 1920s, the Betas have used the substantial dwelling as their chapter house.

> The Beta Theta Pi fraternity here have moved from their hall over the Oxford Bank to the Coulson property which they will transform into a chapter house.

Oxford News, September 18, 1896