



AGENDA
HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION
WEDNESDAY, January 12, 2022
6:15 P.M.

118 West High St - Oxford Courthouse

MEMBERS

Christopher Skoglund, Chair	
Dana Miller, Vice Chair	Alex French, Council Representative
Corey Watt, Planning Representative	Chad Smith
Hueston Kyger	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. Public Comments
- IV. Approval of Minutes of December 8, 2021* 1
- V. Old Business
 - a. Revision to HAPC 2019-25, 131 W. High Street, New 3-Story Mixed Use: **Venting/Roll-Up doors**, Greg Meyer, Architect/Agent 5
 - b. **Paint Color Update** to HAPC 2021-01, 22 N. College Ave, Alterations to Existing Building, Redlife Coffee House, Pastor Tom Ellis, Agent, Calvary Church 19
 - c. Update on **Comprehensive Plan / Strategic Plan** process – Chair Skoglund 21
- VI. New Business
 - a. Kettering Health Center – 5095 University Park Boulevard – Non-Architectural Research report of Mound Builders Archaeology 23
- VII. Administrative Decisions (Previously Decided)*

HAPC-2021-13, 117 E High Street, CERTIFICATE OF APPROPRIATENESS,
new front door and alley door awnings, Emily Kinser, Applicant

37
- VIII. Adjournment

*Attachments

HISTORIC AND ARCHITECTURAL PRESERVATION COMMISSION (HAPC)

MEETING MINUTES

WEDNESDAY, December 8, 2021

6:15 P.M.

I. Call to Order

The December 8, 2021 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, Alex French, Dana Miller, Hueston Kyger, Corey Watt, Chad Smith, Sean Wagner

Those members excused: None

Staff members present: Sam Perry, Community Development Director

Staff members excused: None

II. Approval of Agenda

All were in favor.

III. Public Comments

There were none.

IV. Approval of Minutes of October 13, 2021

Mr. Watt made a motion to approve the minutes as written. Mr. Wagner seconded the motion.

All were in favor. Ms. French abstained from voting since she was not at that meeting.

V. New Business

Mr. Skoglund welcomed Ms. French to the HAPC and thanked Ms. Southard for her work.

a) 110 E. High Street future

Mr. Perry mentioned that the owner of the property, Mr. Federbush is in attendance. Mr. Perry stated the City took the initiative on this.

Mr. Perry explained the building is unique because of the two-story part is a Historic Building whereas the other part of the building is a Historic Non-Contributing Building. Mr. Perry brought up an idea, to put the two-story part in a lower category thus making a demolition easier for a potential developer. This way the replacement does not have to be a Historic Building, it could be green space. Mr. Perry explained there have been quite a bit of alterations made to the historic building, some of which cannot be reversed.

Mr. Federbush joined the conversation and stated that the intention has always been to keep the façade of the two-story building and work it into the new design. Mr. Federbush said they would like to provide plans in 2022.

Mr. Skoglund liked the plan to keep the Historic part but do something with the building at the same time.

Mr. Watt wanted to know whether the site is one parcel. Mr. Perry said it is four parcels. Mr. Watt was also in favor of saving the façade.

Mr. Perry asked Mr. Federbush about an environmental study being done. Mr. Federbush said after the demolition he will have Ohio DP take a sample and do a soil study.

Mr. Watt wanted to know whether there were tanks under the sidewalk. Mr. Kyger said there were but the City paid for it to be removed. Mr. Federbush believed those were heating tanks.

Mr. Miller inquired what would happen if there were some structural problems with the Historic Building and it had to be demolished; would it have to be replaced with an equivalent building. Mr. Perry said it applies when the demolition is intentional. Mr. Perry added if the issue comes up unexpectedly it would either be an emergency decision or the case would come back before the Commission.

Mr. Kyger wanted some clarification on the process requested for 110 E. High. Mr. Kyger understood that possibly lowering the category of the Historic Building to a non-contributing category to change the process of redevelopment was what Mr. Perry talked about. Mr. Perry agreed. Mr. Kyger then inquired how this would change the process. Mr. Perry believed that the 2019 Code update would allow a demolition of a Historic Non-Contributing building without a replacement plan being approved.

b) Non-Architectural Preservation Items – McGuffey House

Mr. Perry informed the Commission that a citizen, Ellen Lawson, gave some comments that there is additional information on the history of the McGuffey House that the City may not have. Mr. Perry mentioned Ms. Lawson would like the McGuffey House to receive more recognition.

Mr. Skoglund thought a good start would be to forward the information to the Miami University since the house is on Miami's property and let them determine how they want to proceed. Mr. Perry added that Mr. Gordon would be the contact.

Mr. Perry forwarded Ms. Lawson's comments to Mr. Gordon, Museum Administrator.

c) NAPC Forum 2022 Attendance (Cincinnati) – July 13-17, 2022

Mr. Perry informed the Commission that the NAPC membership has been renewed. Mr. Perry encouraged the Commission members to attend the conference if possible. Mr. Watt expressed his interest to attend. Mr. Perry is also planning to attend.

VI. Old Business

a) Design Guidelines Update

i) Policy Research Peer Cities Report

Mr. Perry introduced Ms. Alex Haushalter, intern for the City Manager's Office. Ms. Haushalter's assignment was to find cities that have historic preservation program and to see what they do. Ms. Haushalter stated that were not many cities doing that or what the HAPC does here. Ms. Haushalter followed three criteria:

1. The City is a Certified Local Government (has a historic preservation plan)
2. Located in Ohio
3. It is a college town (both private or public included)

Ms. Haushalter talked to the City of Kent and they set an inspection guideline for all the student rentals, and the landowners have to register their rentals. Every two years there is an inspection, so the City can make sure these homes follow what is in the guidelines.

Ms. Haushalter added that most cities just have the Uptown and Downtown districts with the historic buildings but not much is being done on the residential side as far as historic preservation. Ms. Haushalter provided a spreadsheet of her research work.

Mr. Perry added it will not be an easy task to expand the Historic District, and it will be a unique project too. Mr. Perry mentioned there is help available such as the State Office, and they would be able to review the drafted up guidelines or even do a site visit.

Mr. Skoglund was thinking about historic preservation for areas rather than singling out houses or buildings. Mr. Watt strongly agreed with Mr. Skoglund about historic preservation collectively.

Mr. Spurlock stated that they can do further research on an area, such as neighborhoods, plats if the Commission would like to do so. Mr. Spurlock added that most of the houses built in the 1890s or later will be second generation structures.

Mr. Watt inquired from Ms. Haushalter whether the age of the city is a factor when it comes to the design guidelines. Ms. Haushalter said it could be a possible factor. Ms. Haushalter added that Kent was the one city who cared the least about historic preservation.

Mr. Perry noted that the research helped to realize there are not many cities with a historic preservation program or with design guidelines, and it is fine to create our own and update the design guidelines.

ii) Smith Library Research completed

Mr. Skoglund thanked Mr. Spurlock for his thorough help with the research.

VII. Administrative Decisions (Previously Decided)

HAPC-2021-09, CERTIFICATE OF APPROPRIATENESS, 22 W Park Place, new wall sign, Ahmad Maghathe, Applicant

Mr. Skoglund mentioned the email conversations between him and Mr. Perry about the approval of this application.

HAPC-2021-11, CERTIFICATE OF APPROPRIATENESS, 77 S Main Street, new wall sign, Timothy Hoskins, Applicant/Agent

Mr. Perry noted that the applicant also applied for a variance request for size of wall sign. Mr. Perry mentioned that the previous wall sign never got a permit and it was about the same size.

HAPC-2021-12, CERTIFICATE OF APPROPRIATENESS, 104 E Church Street, window replacements, Oxford Presbyterian Church, Applicant

Mr. Perry and Mr. Skoglund mentioned that the project is to replace the current windows with more energy efficient ones. Mr. Perry added that the current windows are not the original windows.

Ms. French introduced herself to the Commission since she is the newest member and this was her first HAPC meeting. The rest of the Commission members introduced themselves to Ms. French as well.

Mr. Miller wanted to know what effect the contract with MKSK will have on HAPC. Mr. Perry said there will be an update on the Urban Design section of the Comprehensive Plan.

VII. Adjournment

Mr. Watt made a motion to adjourn the meeting. Mr. Miller seconded the motion. All were in favor. The meeting adjourned at 7:36 pm.



MEMORANDUM
Community Development Department
513-524-5204

TO: Historic & Architectural Preservation Commission

FROM: Sam Perry, AICP
Director

DATE: January 7, 2022

RE: HAPC 2019-25, 131 W. High Street, Venting/Roll-Up doors

See attached letter from Architect Greg Meyer, asking for permission to change some ground-level fixed windows to openable “garage door” style windows for the building currently under construction. See attached drawings showing the location of the three College Ave facing doors, as well as the one High St facing door. A manufacturer of the door, along with the specific dimensional details, have not been defined. In a previous case in 2016, “garage” venting doors were approved administratively for 36 E. High Street (Brick Street Bar). Because of the new construction/prominent location, it was decided to place this item on the agenda for discussion. The Commission’s purview is limited to the architectural appropriateness of the exterior building design, not the use of the property itself. The Attached Design Guidelines Elements: Windows, Storefronts and Streetscapes should guide the determination of appropriateness.

Should the Commission find that the design concept is appropriate, the Chair and Administrator could potentially handle the details administratively. Some likely conditions of administrative approval would be:

- o All applicable codes are followed
- o Final selection of door/manufacture is presented to HAPC staff before installation
- o Material sample is provided to HAPC staff before approval/ordering of doors

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Robert Treadon & Associates, Architects

December 27, 2021

Mr. Sam Perry, AICP
Community Development Dept.
City of Oxford, Ohio
15 South College Avenue
Oxford, Ohio 45056

RE: Revisions to previously approved HAPC submittal for the Caroline Harrison Building
(131 W. High St.; proposed new 3-story mixed use structure; HAPC-2019-25)

Dear Mr. Perry:

On December 20, 2021 I emailed you regarding the building being constructed at 131 W. High Street. As indicated above, the building was previously approved under HAPC-2019-25. At the time of the approval, only (1) one first floor tenant space had been leased. The building owner has now entered into a lease with a client to occupy the remaining (2) two tenant spaces as illustrated within the attached Sheet A3.00. The client wants to make a few modifications to the building's exterior which will enhance the atmosphere within the tenant spaces for dining purposes. These include the following as shown on the attached sheets.

Sheet A1.00 - Originally approved W. High Street Elevation showing glass / pre-finished aluminum storefronts between each building column at the first floor with (4) four entrances.

Sheet A1.00 – Proposed W. High Street Elevation showing (1) new glass / pre-finished aluminum upward acting venting door that will close on top of a half-wall. The bottom of the wall will match the design of the walls below each storefront. This door will be opened when the climate allows but will not allow customers to pass from the sidewalk to the tenant's interior. Entering the tenant space will still be by the double doors as shown.,

Sheet A2.00 – Originally approved S. College Ave. Elevation showing glass / pre-finished aluminum storefronts between each building column at the first floor with (3) three entrances.

Sheet A2.01 – Proposed S. College Ave. Elevation showing (3) three proposed glass / pre-finished aluminum upward acting venting doors. Each door will close at the finished concrete slab. At (2) two venting doors, beverage tops will be constructed at the exterior side of the doors (between the columns). This will allow the beverage tops (seating 5 each) to be accessible to the interior serving area. The doors will close at the tenant side / behind each beverage top. The third door will be opened when the climate allows and provide free passage of customers from the interior to the patio area. One (1) originally approved storefront with passage door will remain.

Sheet A2.02 – Proposed S. College Ave. Elevation showing the proposed seating at the beverage counters at the exterior side of (2) proposed upward acting door assemblies.

January 3, 2022

Sheet A3.00 – This is the proposed floor plans of the First Floor Tenant Spaces showing the locations of the upward acting venting door assemblies in relation to seating and customer movement from within the tenant space to the patio area along S. College Ave.

Sheet A4.00 – The photos included within this sheet shows the design intent of the upward acting venting doors.

In your response email to me on December 21, 2021 you indicated that the proposed information would be reviewed to determine if the proposed modifications needed to be placed on HAPC's meeting agenda for discussion and approval or handled administratively. I

Thank you again for your assistance with this proposal. If you have any questions or concerns regarding this submittal, please contact me by phone or email.

Sincerely,

Gregory Meyer R.A. AIA NCARB
Project Architect
Robert Treadon & Associates, Architects
(513) 863-7162, Ext. 105
gmeyer@rtarchitects.com

Attachments dated 12-27-2021

Sheets: A1.00, A1.01, A2.00, A2.02, A2.02, A3.00, A4.00

WINDOWS

Windows are basically holes punched in the facade of a structure and as such they contribute heavily to the visual presentation of a building or even block. Window openings in 19th century structures were typically vertical in proportion. In structures of Greek Revival (or Federal) style, these may have the proportions of a “golden section” (approximately 5:8 or 1:1.618, roughly those of the McCullough Block). The proportions for Italianate Revival structures might be 1:3 (in both the Schlenck Block, building I and the Kyger Block, building II) or even 1:5 (also in the Kyger Block). The predominant window for residential structures in the historic districts is 1 to 1, double hung, wood.

Insensitive window alteration has resized the window opening while leaving the original lintel and filling in the gap with a poor masonry treatment.



Maintenance and Preservation



Good – Storm window exactly matches inner window.

1. Restored or replaced windows should be proportionally vertical, where architecturally appropriate.

2. Original window materials, design, or hardware should be maintained and/or duplicated.
3. Storm windows are encouraged for their energy efficiency. They should correspond in appearance to the inner window so that they look like part of the building rather than appearing to be just stuck-on.
4. Sash appearance should complement the existing (or original, if appropriate) windows, especially if the windows are visible from a public way.
5. Stone lintels over windows which are new or currently exist should be left unpainted, while previously painted lintels can be stripped utilizing non-abrasive chemicals.

Specific Recommendations

1. Windows should be proportionally vertical.

WINDOWS



A coat of matching paint on a storm window and proper lintel maintenance can make the difference between a well maintained (right) and a poorly maintained (left) window opening.

2. It is acceptable to clearly divide wide openings with proportionally vertical windows, so long as the basic form of the window itself is clearly vertical.
3. Window openings themselves may have flat lintels, round-arched lintels, or segmental-arched lintels.
4. Reflective glass (such as blue or gold tinted glass) is prohibited.
5. Skylights can be added to increase the availability of natural light. These should generally be flat and unobtrusive (especially from any public ways).
6. All window openings, sash appearances, and materials should be consistent and architecturally appropriate to the building style.
7. Where practical, historical accuracy based on physical or photographic evidence should be maintained.
8. Original features such as cornerboards, brackets, hoodmolds, and other details should be preserved, repaired, and/or replaced. Removal of these elements detracts from the overall appearance and presentation of a structure and should not be removed.
9. Avoid adding excessive ornamentation to create a more historic look by utilizing details which are inaccurate or inappropriate to the buildings style or time period.
10. Windows which are to be closed-off should not be removed and the hole filled in with some type of permanent material. Rather, the window should be maintained.



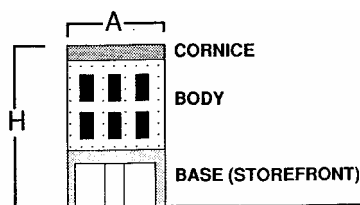
NO – In this example, the window openings have inappropriately been permanently filled with brick and the window glass removed.

STREETSCAPE

The Zoning Code of the City of Oxford should be consulted for specific regulations pertaining to this element. The overall appearance of the Uptown Historic District commercial corridor is that of a typical turn of the century commercial district: the building masses are flush with the sidewalk, a storefront is located at ground level, the upper story is generally articulated with equal (or nearly equal) alternating vertical bands of wall and opening, and a cornice crowns the structure. The buildings may be arranged with one, two, or three structural bays which are vertical in disposition (regardless of the overall proportion of the building) and further give scale and detail to the street wall.

Specific Recommendations

1. *The basic arrangement noted in the background section should be utilized in all new or altered structures.* The basic organization should result in a building wall with one, two, three, or more clearly vertical structural bays (that is, the height, H, should be of larger dimension than the width, A). The base of the new or altered structure should clearly contain a store-front, its main body should be divided into fairly regular bands of wall and window opening, the windows should be vertical in disposition, and the whole topped by a heavy cornice or other horizontal element.
2. The restoration or alteration of existing buildings should follow the historical characteristics of the existing building. The existing buildings are based on repetitive bays which are proportionally vertical. These repetitive bays may be further indicated by the use of pilasters (as in the Halter Block). The overall building may be composed of equal bays (ie.: indicated as AAA if three bays are identical, or AA'A if the middle one is a modified version of the other two) or may alternate between specific modules (ie.: indicated as ABA).



3. *Appearance at ground level* should follow the following guidelines:

- a) *Storefronts* should be aligned with the modular bays described above (see the Schlenck Block, building I).



Schlenck Building

STREETSCAPE

- b) *Upper Stories* should have a repetitive solid/void organization, ranging from narrow piers between openings (as in the main facade of the Bank One building) to spaces of equal width to the window openings.
- c) *Front facades of new buildings* should follow guidelines similar to those enumerated above. Equal bays should be used with their division by wall and openings following a regular pattern. If an entry bay is to be indicated (either on center to the overall width, as in the Kyger Block, or to one side) its proportions should clearly indicate this differentiation. In either case, *a clear storefront should be present at ground level to help reinforce the definition of the bays.*
4. New and restored structures should have perforations amounting to no less than 10% nor more than 40% of their upper story street facades.
5. In new or altered buildings the storefront height should fall between 10 feet and 14 2 feet.
6. New construction should follow the rhythm of facades, overall spacing, setbacks, and proportions of adjacent structures.
7. For both residential and commercial structures, the buildings themselves should have their fronts oriented parallel to the adjacent street. In addition, buildings should be oriented perpendicular to the adjacent street (ie. the building should not be situated on the lot at an irregular angle).
8. It is inappropriate to set a structure back from the property line, thus destroying the continuity of the street wall (see EDGE CONDITIONS diagram). It is also inappropriate for a structure to be setback from the sides of the property, which equally destroy the clarity of the wall.

STOREFRONTS

The storefront plays an important role in any Historic District. A well maintained, friendly, and open storefront helps preserve and protect the historic character of a community. The High Street Corridor of the Uptown Historic District has been characterized by flat storefronts (non-recessed), with large amounts of glass. This made the storefronts seem open and inviting. Traditional storefronts are relatively simple and symmetrical in design and construction.

Maintenance and Preservation

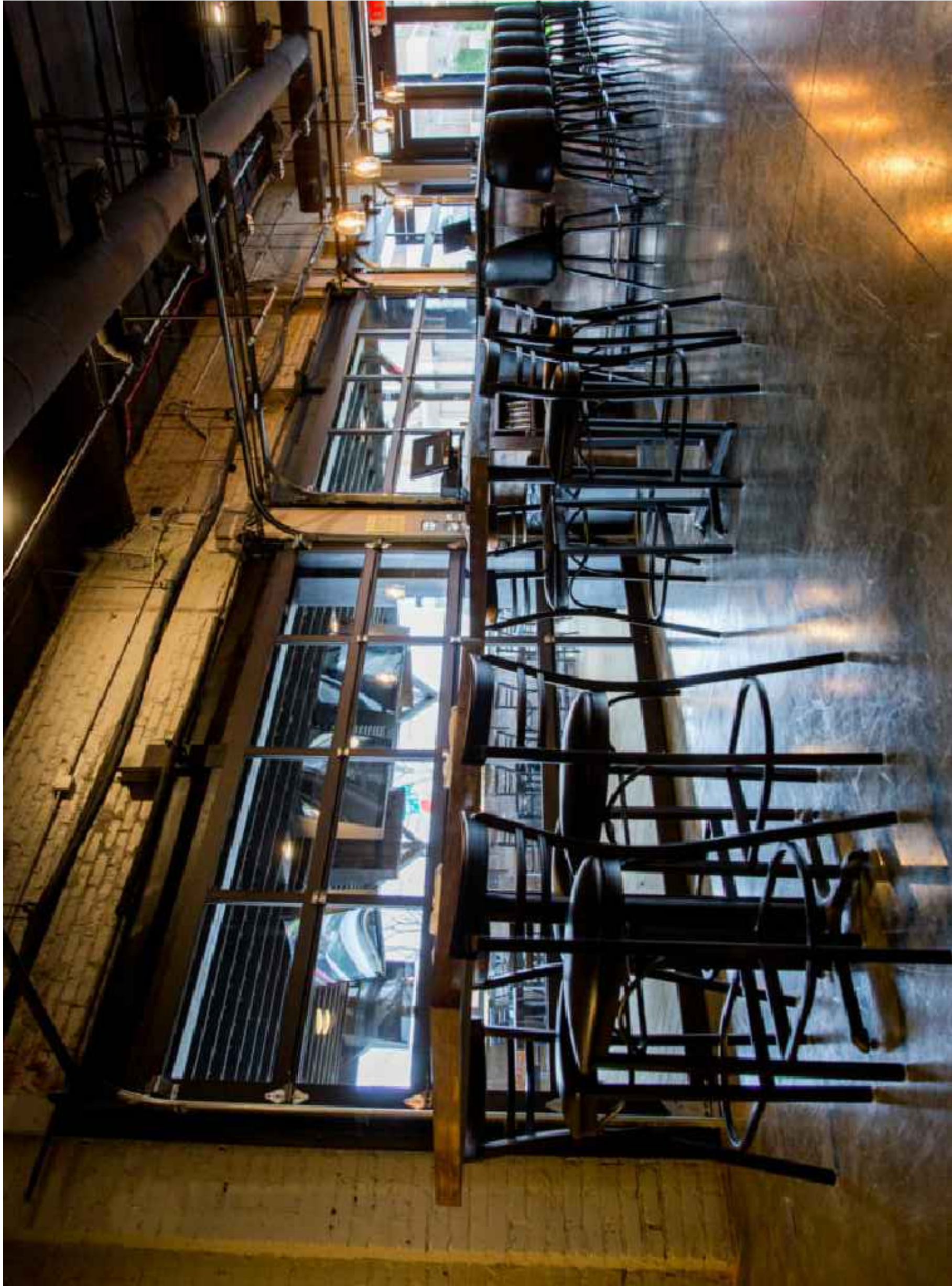
1. As little as possible of the original materials and design of a storefront should be changed for preservation and maintenance work. In fact, a regular maintenance program can help keep a storefront looking beautiful for years to come. This minimal level of investment will help maintain property values and increase the desirability of visiting the Historic District, while avoiding very costly major repairs.
2. Historic details, even if they are now only partially preserved, should be restored rather than replaced. If replacement is justified, materials and design details should match the original. This is especially true for unusual or rare materials and designs, such as any iron work.



One of Uptown's particularly inviting storefronts.

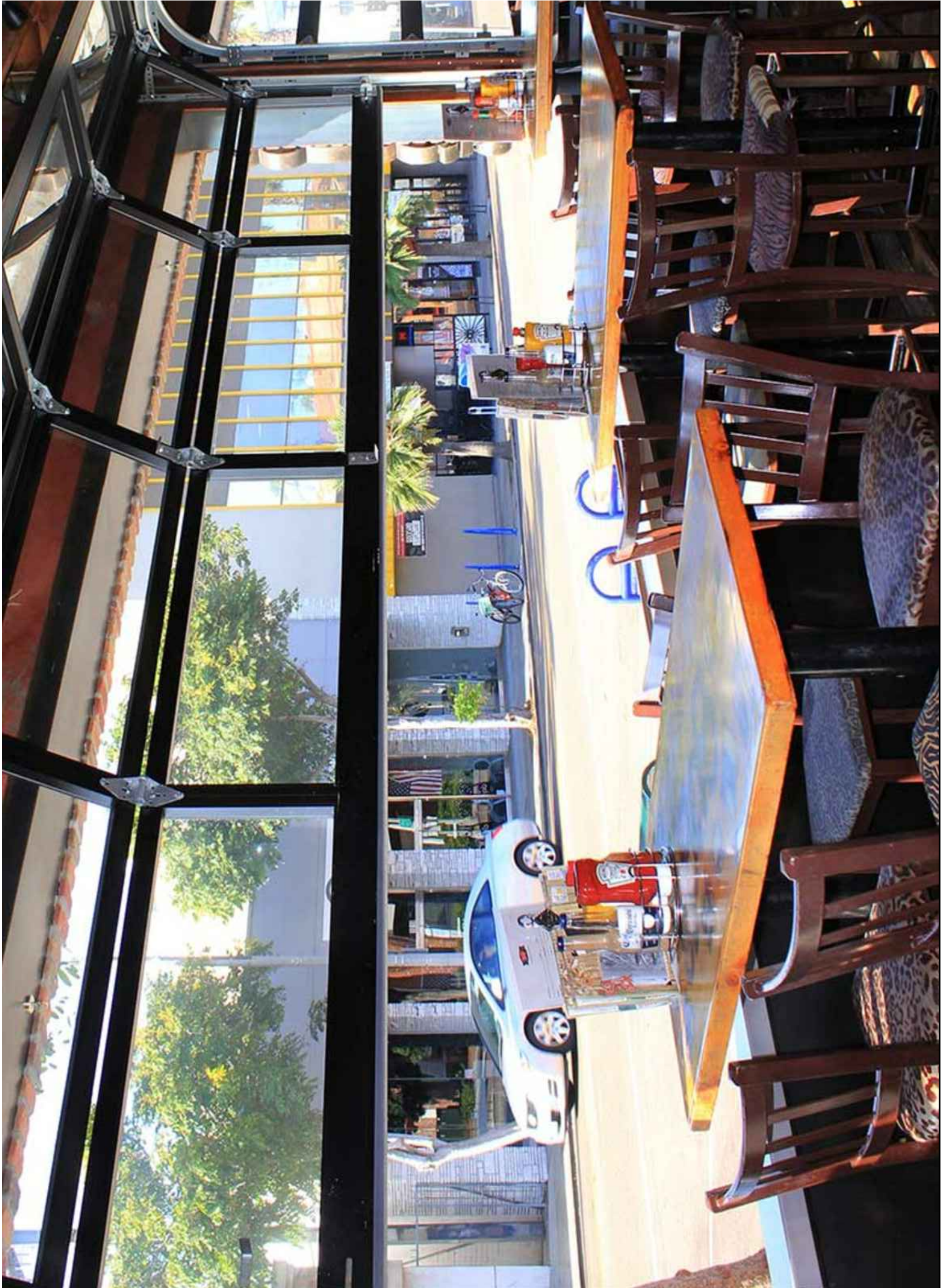
Specific Recommendations

1. Storefronts should be open and should utilize large amounts of glass. Window glass should extend at least from the top of the first floor to knee level. This does not necessarily mean that a large single pane of glass should be used. The openness creates an inviting feeling to pedestrians that helps set the ground floor commercial uses apart.
2. The original structure should be maintained in design, detail, and materials. If a change is proposed, every effort should be made to match the original design, which can be verified through photographic or physical evidence of the building.
3. Storefronts should not be modeled on any historical themes which are not based on photographic or physical evidence of the building. Likewise, materials and building details should be in keeping with the historical evidence and should not attempt to portray a false sense of history.
4. Signage is also an important part of the overall design of a storefront. Please consult the sign element for more details.



PROPOSED IMAGES OF OVERHEAD VENTING DOORS
EXTENDING TO FLOOR SLAB AT S. COLLEGE AVE.
PATIO AND TO TOP OF KNEE WALL AT HIGH STREET.

IMAGES HAVE BEEN REPRODUCED FROM GOOGLE FOR DIAGRAMATICAL PURPOSES ONLY



Date: 12/27/21

Sheet No:

A4.00

Robert Treadon & Associates
Architects

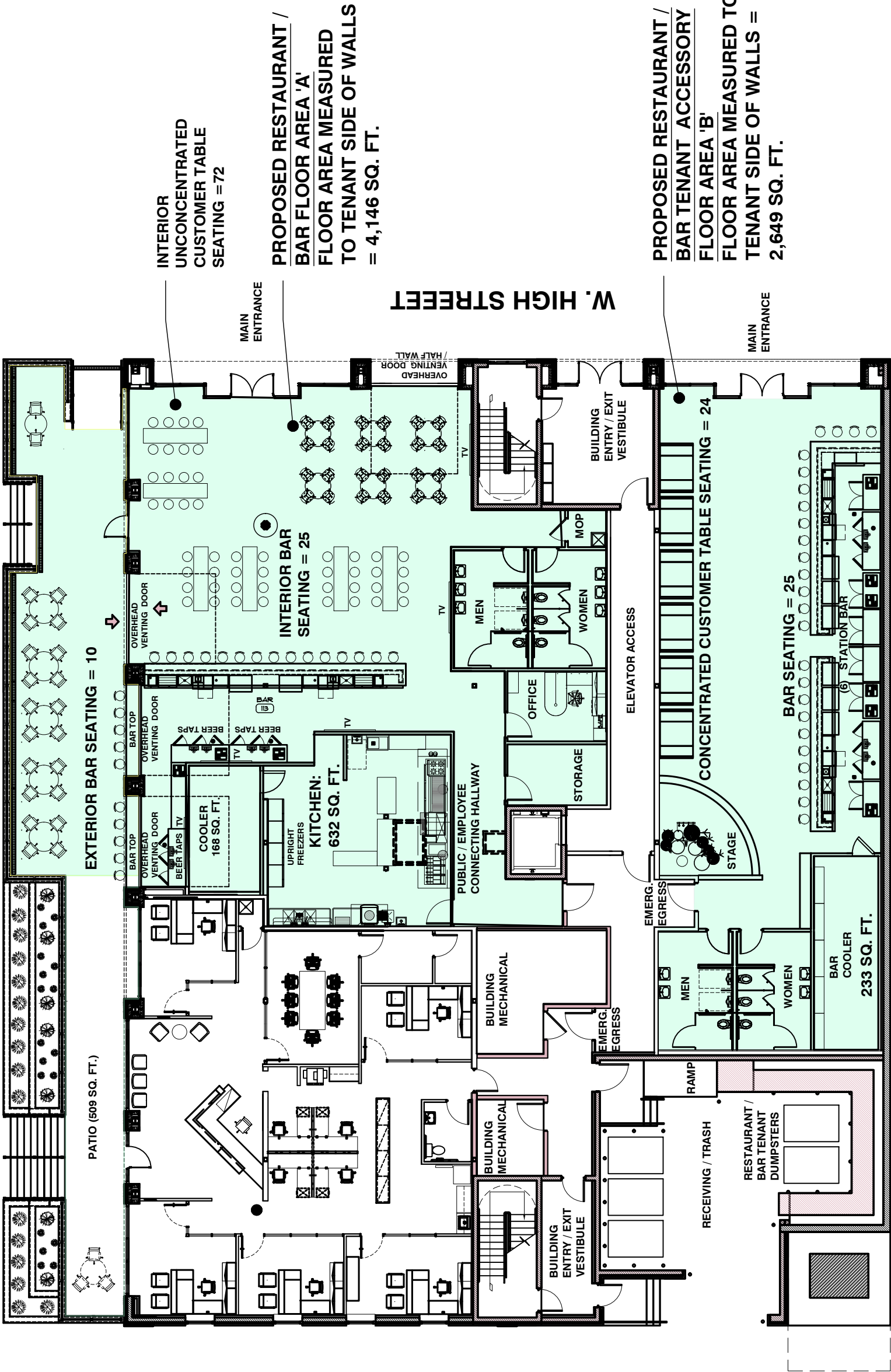
300 High Street, Suite 612
Hamilton, Ohio 45011 | t: (513) 863-7162 | f: (513) 863-1116

PROPOSED THREE STORY MIXED-USE BUILDING
131 WEST HIGH STREET
OXFORD, OHIO 45056

CAROLINE HARRISON BUILDING

S. COLLEGE AVE.

OUTSIDE RESTAURANT PATIO SEATING
AREA = 22 (1,025 SQ. FT.)



INTERIOR
UNCONCENTRATED
CUSTOMER TABLE
SEATING = 72

PROPOSED RESTAURANT /
BAR FLOOR AREA 'A'
FLOOR AREA MEASURED
TO TENANT SIDE OF WALLS
= 4,146 SQ. FT.

PROPOSED RESTAURANT /
BAR TENANT ACCESSORY
FLOOR AREA 'B'
FLOOR AREA MEASURED TO
TENANT SIDE OF WALLS =
2,649 SQ. FT.

PROPOSED TENANT FLOOR PLAN

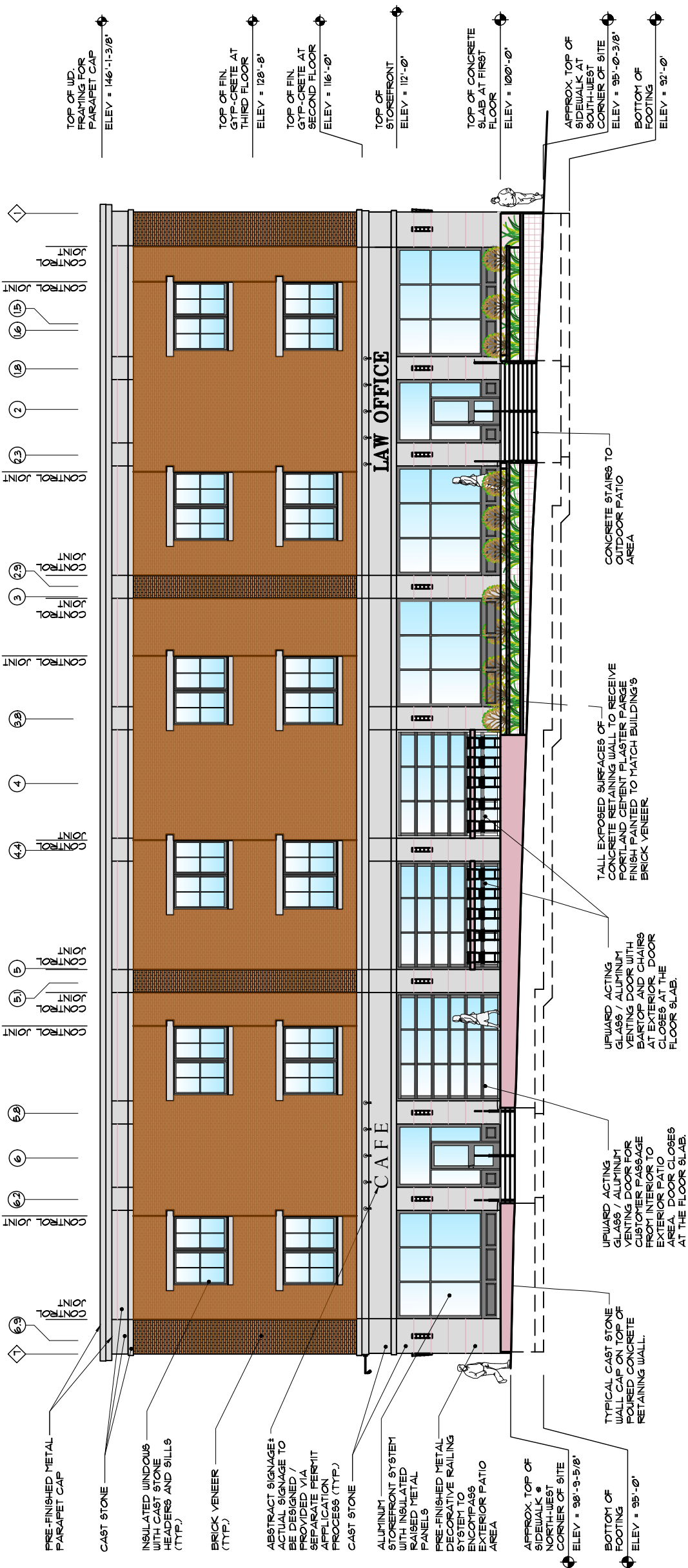
SCALE: $\frac{1}{16}'' = 1'-0''$

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PROPOSED THREE STORY MIXED-USE BUILDING
131 WEST HIGH STREET
OXFORD, OHIO 45056

CAROLINE HARRISON BUILDING

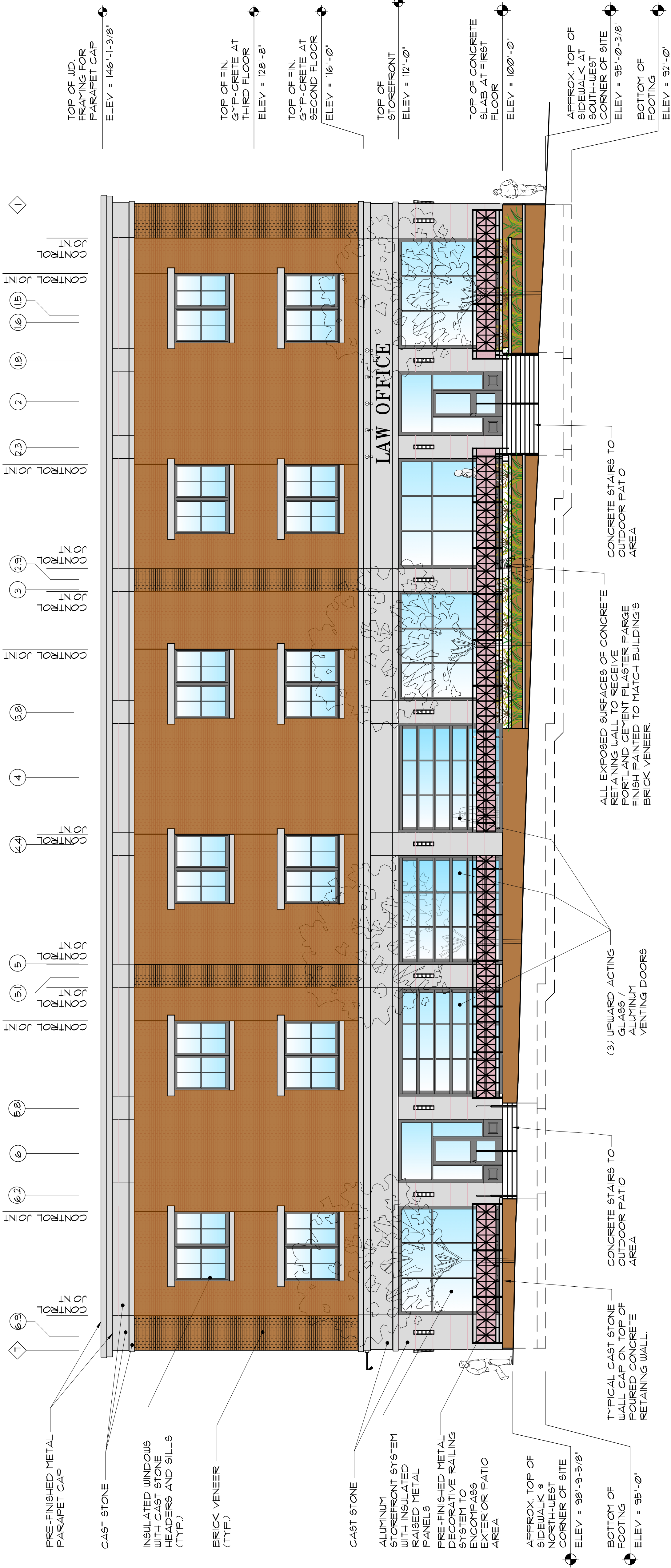
Date: 12/27/21
Sheet No:
A3.00



PROPOSED S. COLLEGE AVE. ELEVATION

NOT TO SCALE:

Date: 12/27/21 Sheet No:	Robert Treadon & Associates Architects 300 High Street, Suite 612 Hamilton, Ohio 45011 t: (513) 863-7162 f: (513) 863-1116	PROPOSED THREE STORY MIXED-USE BUILDING 131 WEST HIGH STREET OXFORD, OHIO 45056	CAROLINE HARRISON BUILDING
	A2.02		



PROPOSED S. COLLEGE AVE. ELEVATION

NOT TO SCALE:

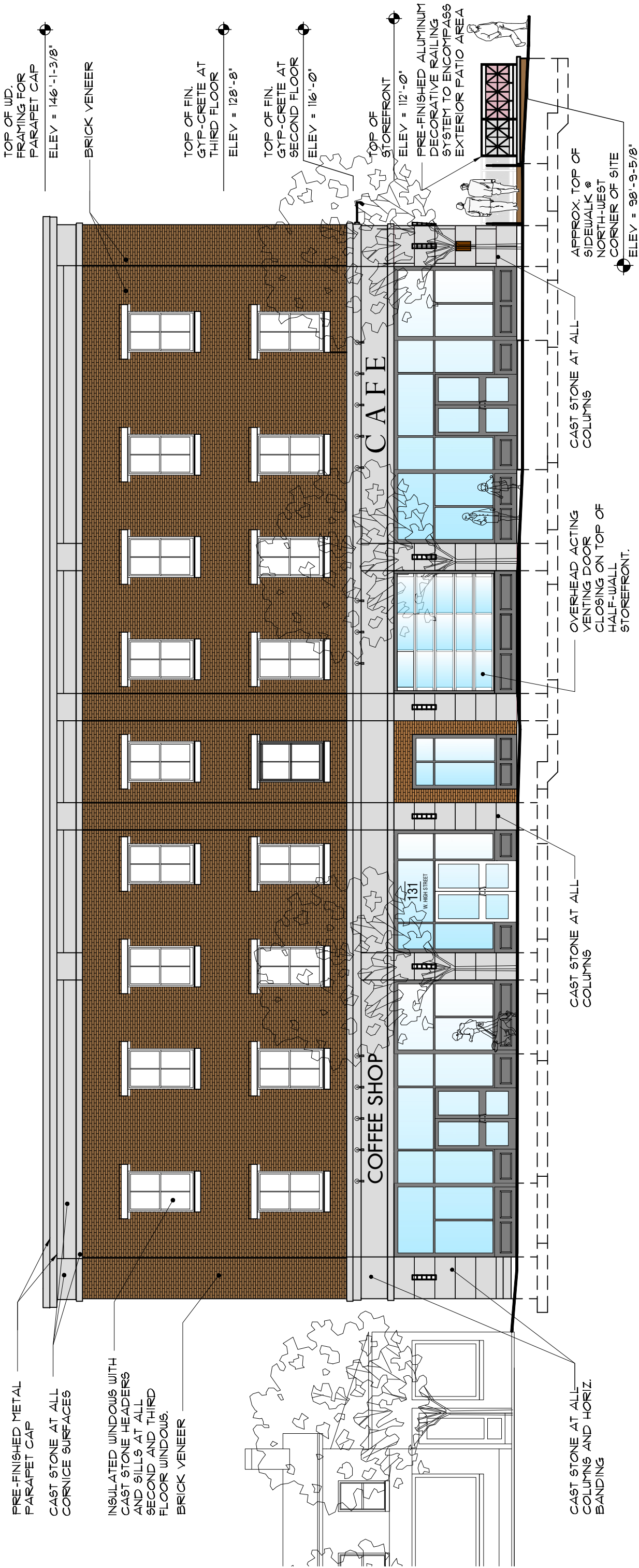
Date: 12/27/21	Robert Treadon & Associates Architects 300 High Street, Suite 612 Hamilton, Ohio 45011 t: (513) 863-7162 f: (513) 863-1116	PROPOSED THREE STORY MIXED-USE BUILDING 131 WEST HIGH STREET OXFORD, OHIO 45056	CAROLINE HARRISON BUILDING
Sheet No: A2.01			



ORIGINALLY APPROVED S. COLLEGE AVE. ELEVATION

NOT TO SCALE:

Date: 12/27/21 Sheet No:	Robert Treadon & Associates Architects 300 High Street, Suite 612 Hamilton, Ohio 45011 t: (513) 863-7162 f: (513) 863-1116			PROPOSED THREE STORY MIXED-USE BUILDING 131 WEST HIGH STREET OXFORD, OHIO 45056	CAROLINE HARRISON BUILDING
	A2.00				



PROPOSED W. HIGH STREET ELEVATION

NOT TO SCALE:

Date: 12/27/21

Sheet No:

A1.01

Robert Treadon & Associates
Architects

300 High Street, Suite 612
Hamilton, Ohio 45011 | t: (513) 863-7162 | f: (513) 863-1116

PROPOSED THREE STORY MIXED-USE BUILDING

131 WEST HIGH STREET

OXFORD, OHIO 45056

CAROLINE HARRISON BUILDING



MEMORANDUM
Community Development Department
513-524-5204

TO: Historic & Architectural Preservation Commission

FROM: Sam Perry, AICP
Director

DATE: January 7, 2022

RE: HAPC 2021-01, 22 N. College Ave, Paint Color Update

Renovation work is underway for the Redlife Coffee House (former Sushi Nara). Pastor Tom Ellis of The Calvary Church has provided sample exterior paint colors, which have been reviewed by staff and Commission Chair Skoglund. The goal of Pastor Tom is to closely match the contrasting colors in the photograph provided with the original approval at the April 2021 meeting. Feedback has been provided to darken the shutter color, as historically (and currently) depicted. The body of the brick exterior walls are planned to be white.

Paint color details are not typically discussed at regular Commission meetings. However, the Alexander House property is on the National Register of Historic Places. Additionally, the owner has a strong desire to have the full support of the HAPC on exterior appearance/design elements. The Paint & Color Element of the Design Guidelines can be referenced as needed. The purpose of the discussion item is intended to be a status update for the Commission as well as open opportunity for paint color input.

	Current	Proposed
Brick	Yellow	White
Shutter	Green	Gray
Window Frames	White	Black
Door	Green	Red
Trim	White	Gray

PAINT & COLOR

Color choice is one of the most personal decisions for any property owner. Therefore, while certain colors and color schemes are more appropriate to certain architectural styles and periods than others, the property owner must ultimately make the selection based on use, location, cost, and a host of other factors.

Maintenance and Preservation

1. Before repainting a structure, consider the colors of the adjacent structures and attempt to blend the color selections.
2. Prior to purchasing any painting supplies, it may be useful to consult with the Commission about appropriate color schemes for your project. It is likely that money and time can be saved through a less ambitious painting scheme.
3. Regular painting and maintenance helps to protect a structure from sun, wind, and rain and is a less expensive proposition than replacing damaged siding or elaborate trim ornamentation.
4. Areas which have not been painted, such as stone lintels, should be left unpainted.

Specific Recommendations

1. Before painting, research should be conducted as a basis for selecting a color scheme. Photographic and physical evidence as well as known combinations of colors for the period and area should provide a good starting point.
2. Muted color tones and earth tones consistent with the architecture and history of the building are appropriate background colors.
3. When repainting, the number of colors should be kept to a minimum (2-3) and should be used in a coordinated, simple pattern such as:
 - a) Background color- walls or siding, this is the main color and should be muted or earth toned.
 - b) Trim Color- includes trim at cornices, windows, doors, and corners.
 - c) Any unusual architectural feature should be highlighted in its own color (ex. shutters).
4. Bright colors should only be used on the trim and should be related to the chosen background color.



Good treatment using different colors.



MEMORANDUM
Community Development Department
513-524-5204

TO: Historic & Architectural Preservation Commission

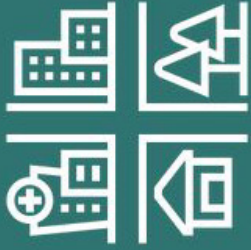
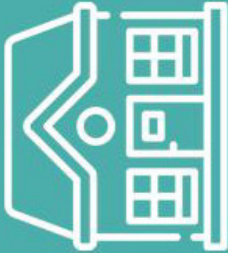
FROM: Sam Perry, AICP
Director

DATE: January 7, 2022

RE: Comprehensive Plan / Strategic Plan Update

Beginning in Spring 2021, a steering committee and staff began the process of updating the City's 2008 Comprehensive Plan. This is typically done every 10 years. Several steering committee meetings were held, an Existing Conditions Booklet was produced and a website domain was purchased. In response to staffing needs and scope of work, on December 7, 2021, City Council authorized an expanded contract with MKSK consultants to complete the updating of the Comprehensive Plan. After completion, the Comprehensive Plan will take the form of a Strategic Plan to influence City and Community operations. MKSK staff will be touring Oxford with staff later in January to integrate the work that has been done thus far with visual conditions. Attached is an example slide of nine potential elements of the updated plan. Though Historic & Architectural Preservation is not specifically called out, it is apparent that there will be overlap with several elements. Chair Skoglund is the current designee of the HAPC on the Steering Committee.

Plan Elements

Planning & Development 	Housing 	Transportation 
Utilities 	Economic Development 	Safety, Health & Equity 
Town & Gown Relations 	Parks & Recreation 	Climate 



MEMORANDUM
Community Development Department
513-524-5204

TO: Historic & Architectural Preservation Commission

FROM: Sam Perry, AICP
Director

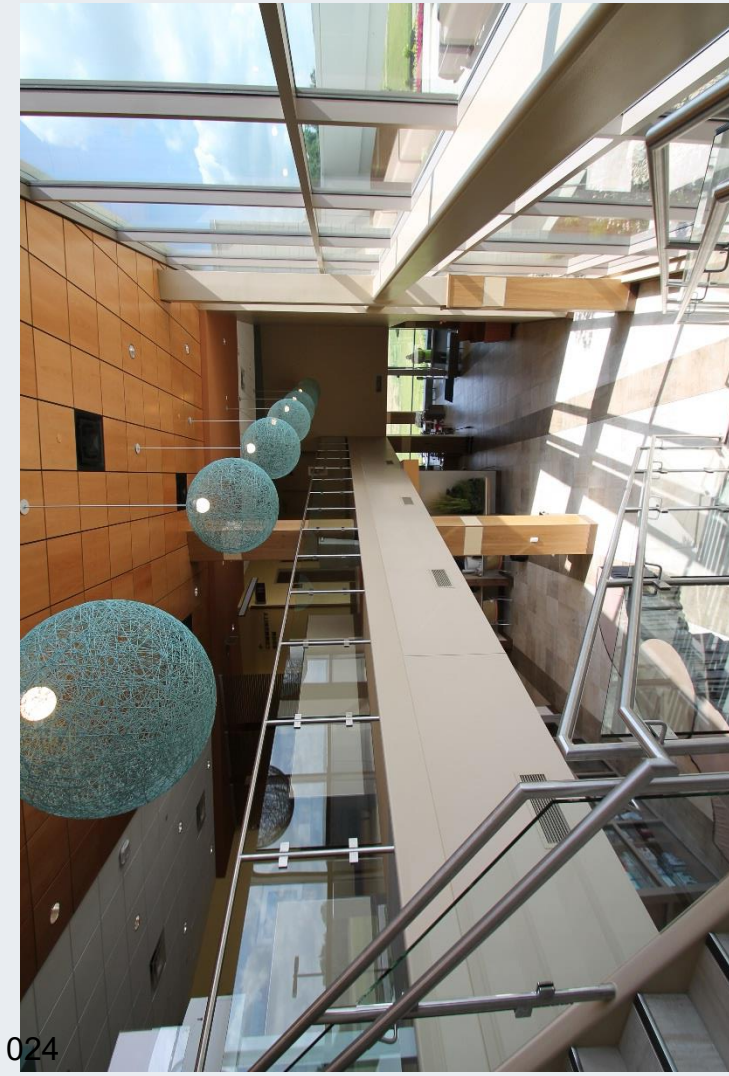
DATE: January 7, 2022

RE: Kettering Health Center, 5095 University Park Boulevard

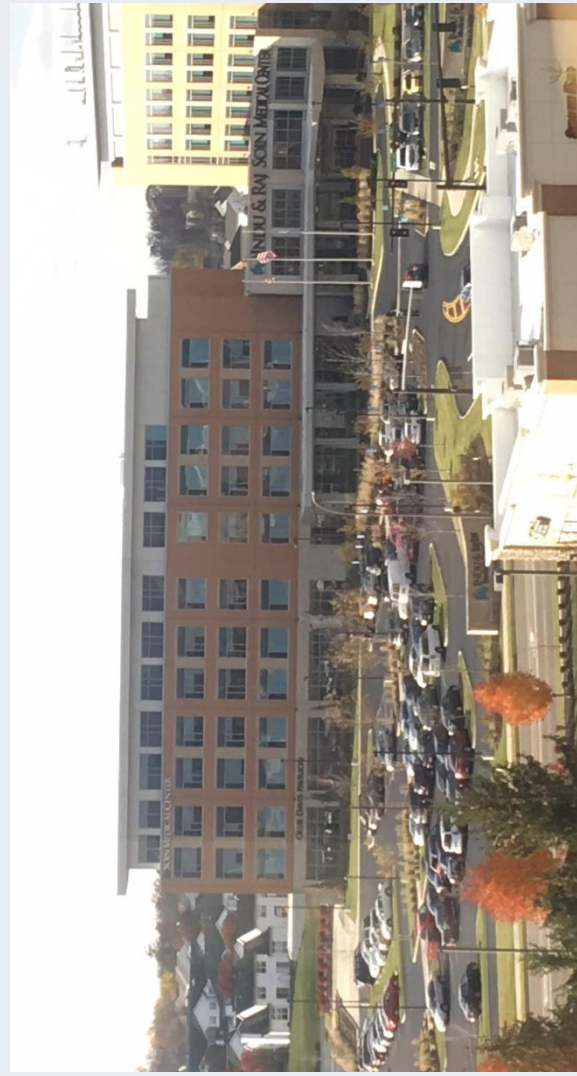
Staff received a copy of some non-architectural Native American/Indian mound research in response to a citizen inquiry to the contractor for the new Kettering Health Center along US 27 South. The attached research (see final the final slide) essentially states that the mound that was near the site was destroyed previous to the current construction. In fact, the location was included in a late 1800s archaeological study, as being previously cleared. This location does not fall under any HAPC purview because the construction project is not federally funded and the site is not within a local historic district. However, it is a good example of non-architectural, potentially culturally/historically valuable information for the HAPC to consider expanding its knowledgebase.

If a construction project is federally funded, a "Section 106" review is required to be conducted which would have likely required some form of review/approval by the Ohio Historic Preservation Office. This happens even if the site location is not within a local historic district. That review does not automatically mean that there will be a finding of culturally significant features worthy of altering or stopping the construction process. It is a typical part of the due diligence process for federally funded projects.

No action is requested of the HAPC.



024



Oxford Historical Research

October 16, 2019

Source of Mound Map



ARCHEOLOGICAL ATLAS OF OHIO

Showing the Distribution of the Various Classes of
Prehistoric Remains in the State

WITH A MAP
OF THE PRINCIPAL INDIAN TRAILS AND TOWNS

By WILLIAM C. MILLS

Published by THE OHIO STATE ARCHEOLOGICAL AND HISTORICAL SOCIETY

COLUMBUS:
PUBLISHED FOR THE SOCIETY BY
FRED J. HEER
1914

Source of Mound Map



BUTLER COUNTY.

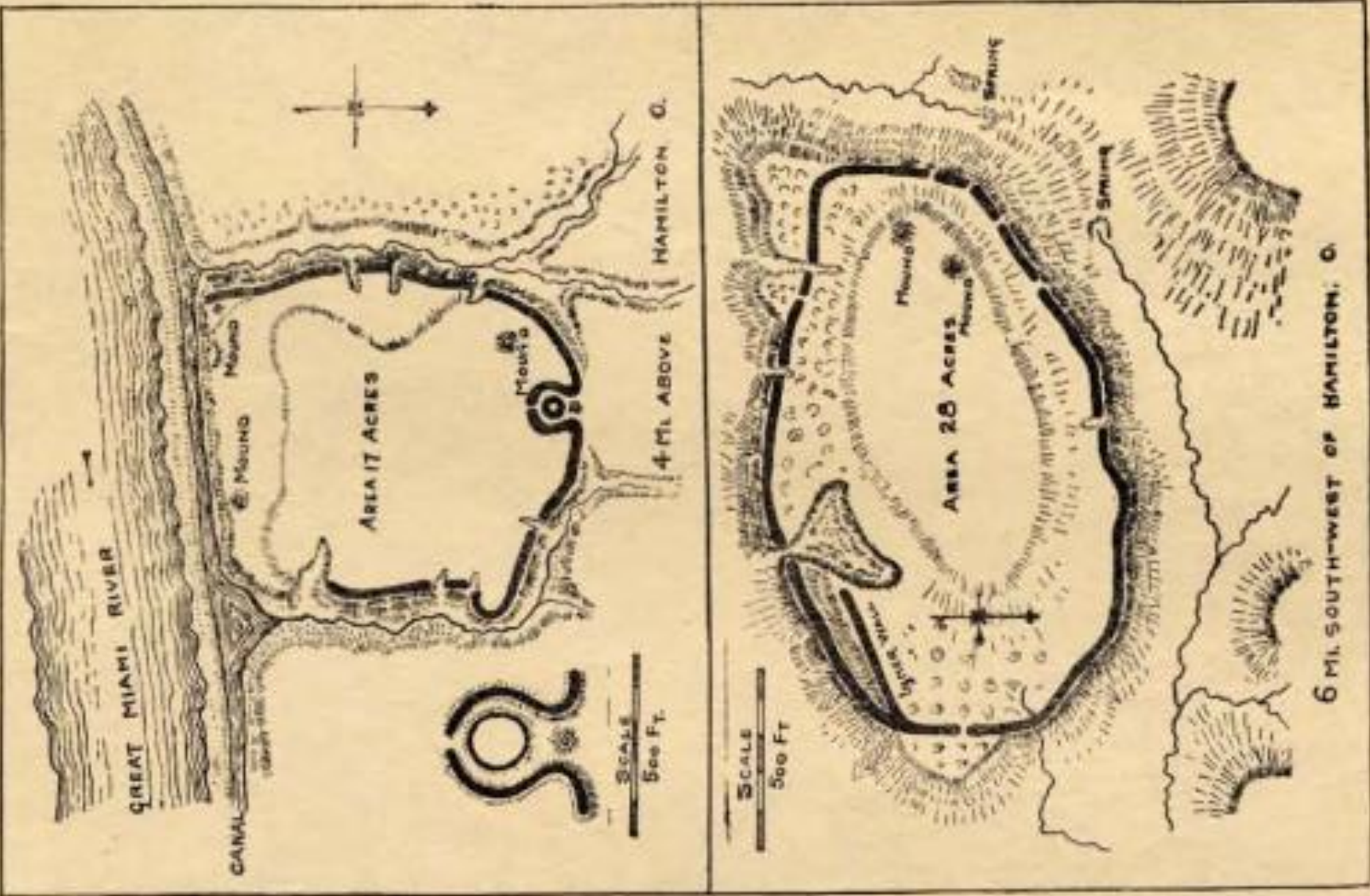
Butler is one of the richest counties, archæologically speaking, in Ohio, particularly in number of mounds. It contains 221 mounds, besides 30 other earthworks and aboriginal sites.

The rich valley of the Miami river, passing through this county, offered an ideal place of abode for the aboriginal inhabitants, and in many places, notably in St. Clair, Ross and Fairfield townships, their mounds and other works are so thickly located that for long distances it is possible to see from the site of one to that of others. The valleys of Indian Creek, Four-mile Creek and other tributary streams likewise are thickly dotted with mounds. There are important enclosures in Fairfield, Union and Ross townships. Several of these are combinations of the circle or crescent and the square, usually with attendant mounds.

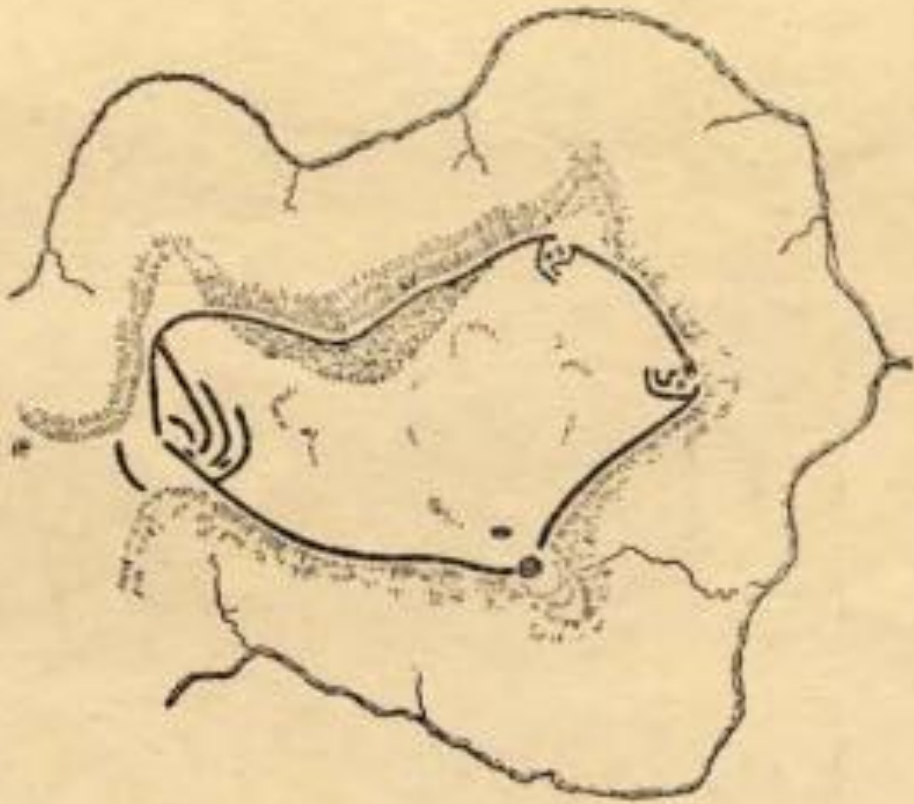
These earthworks are regarded variously as of military and sacred significance. Many of the irregular enclosures surmounting elevated points of vantage doubtless were in the nature of fortifications and places of defense. The circular and square enclosures, or combinations of the two, usually more geometrical in proportions and construction, have inspired various theories as to their uses. Many of the Butler county earthworks have been described by Squier and Davis in their "Ancient Monuments of the Mississippi Valley" and by McLain in his "Mound Builders."

BUTLER COUNTY.

Townships.	Mounds.	Enclosures.	Village Sites.	Burials.	Cemeteries.	Totals.
Oxford	16	1				
Milford	8	3				
Wayne	7	2				
Madison	13					
Reilly	17	2		3		
Hanover	15					
St. Clair	35	1		1		
Lemon	6					
Liberty	7					
Morgan	10	1	1			
Ross	53	4				
Fairfield	17	7			1	
Union	17	4				
Totals	221	24	1	4	1	251

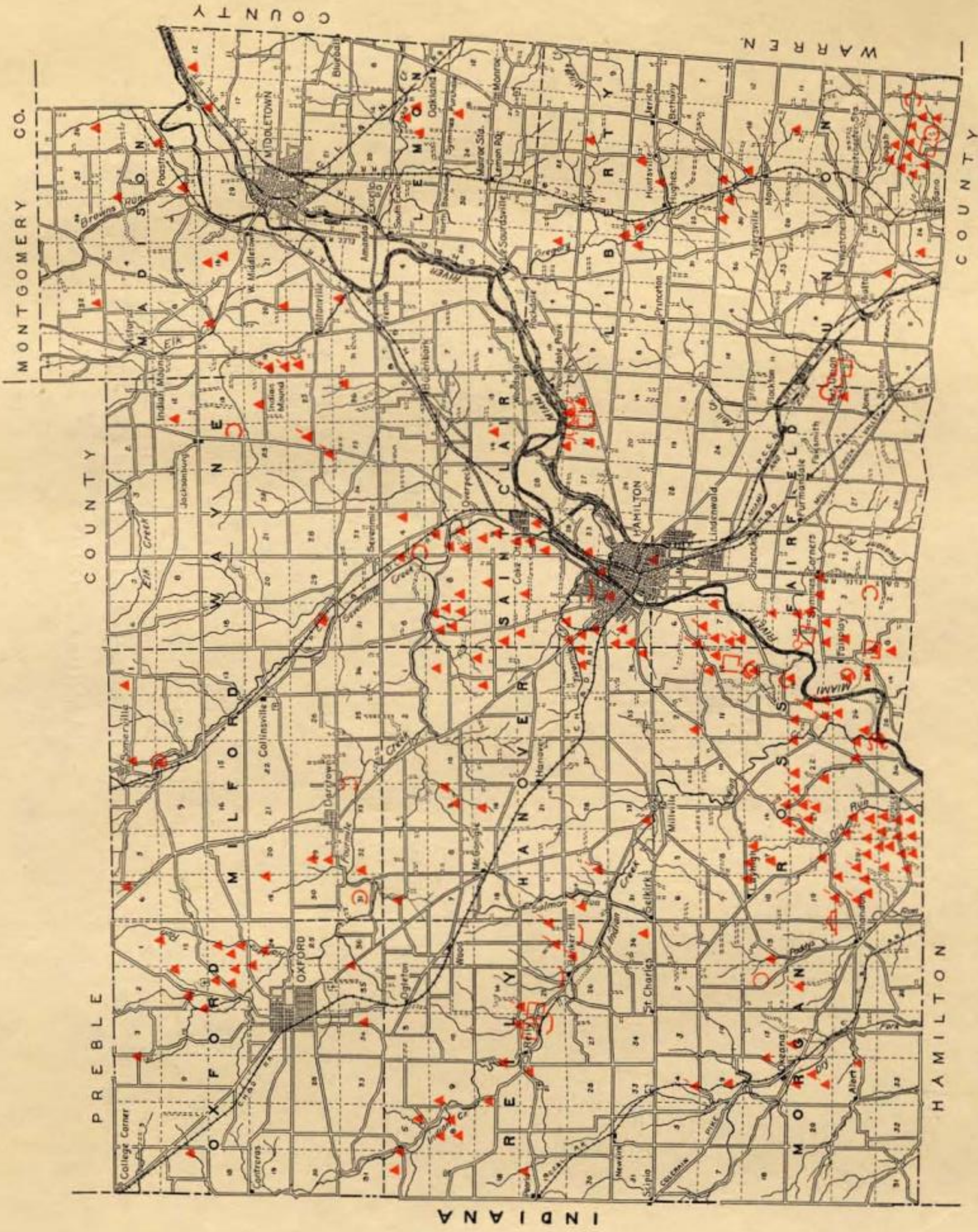


Ancient Works in Butler County.



Butler (County) Fort — Three Miles Below Hamilton,

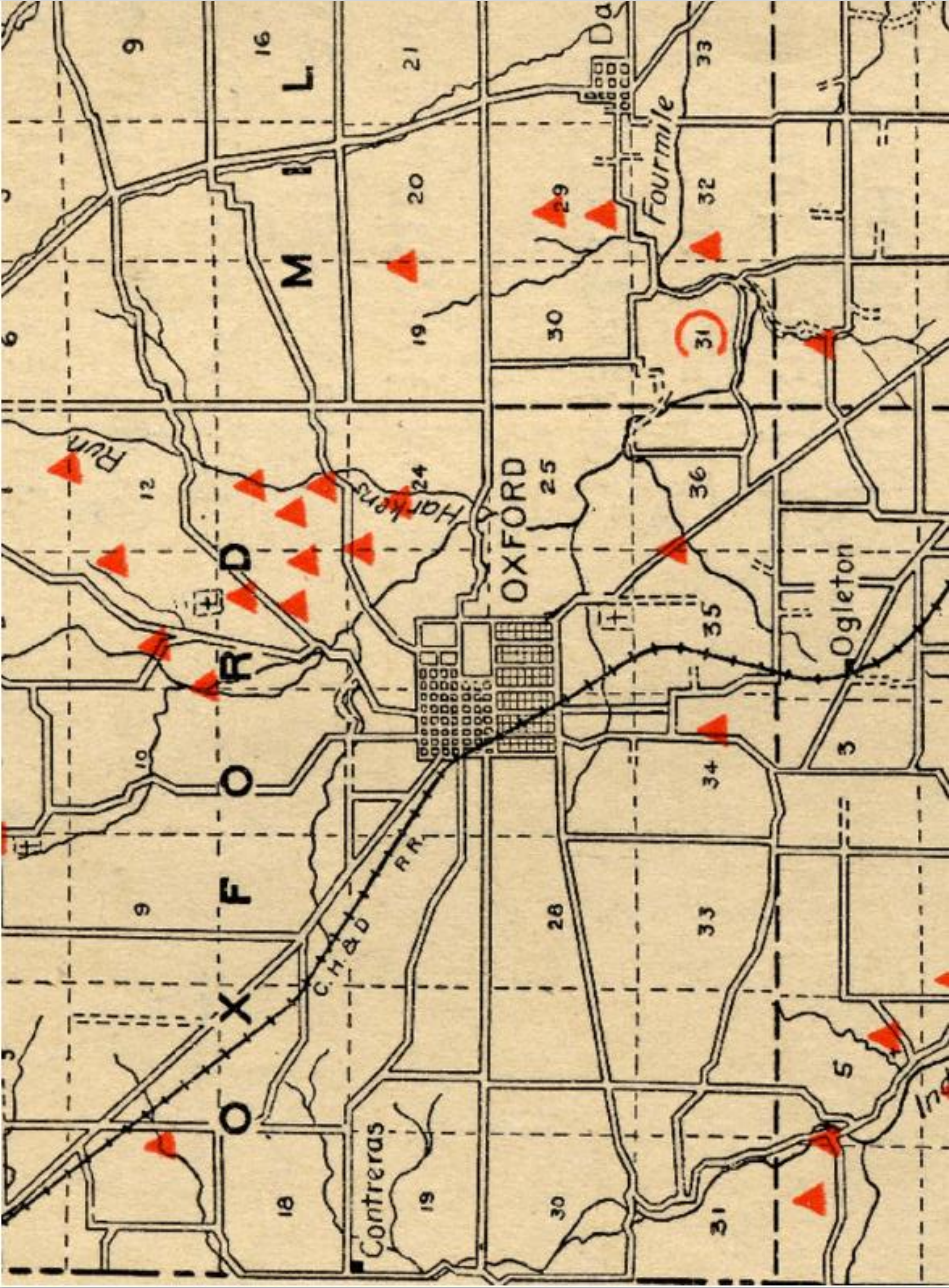
Butler County Mound Map



BUTLER COUNTY

Scale, one inch equals three miles

Oxford Township Mound Map

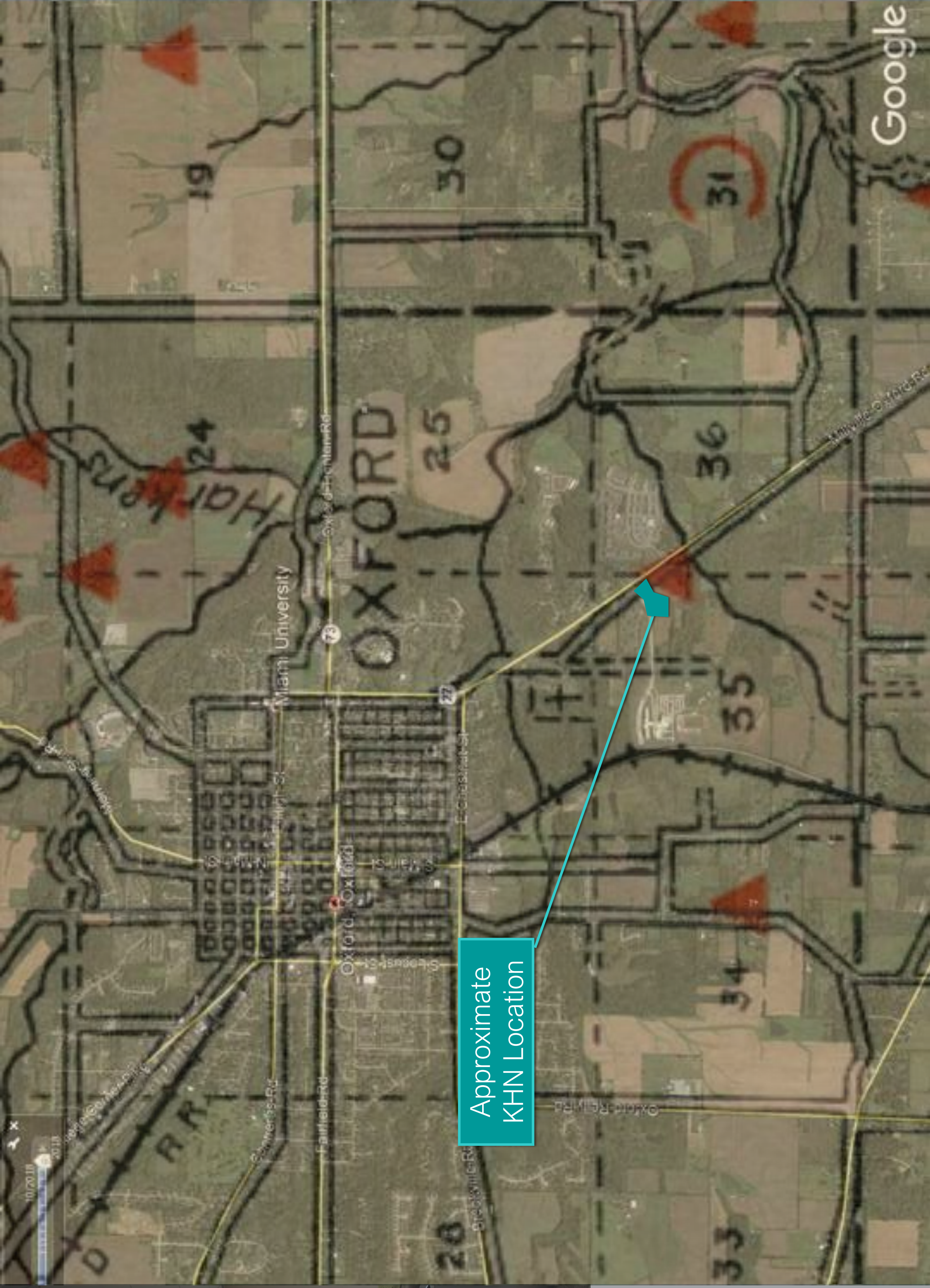


Mound Map with KHN Site

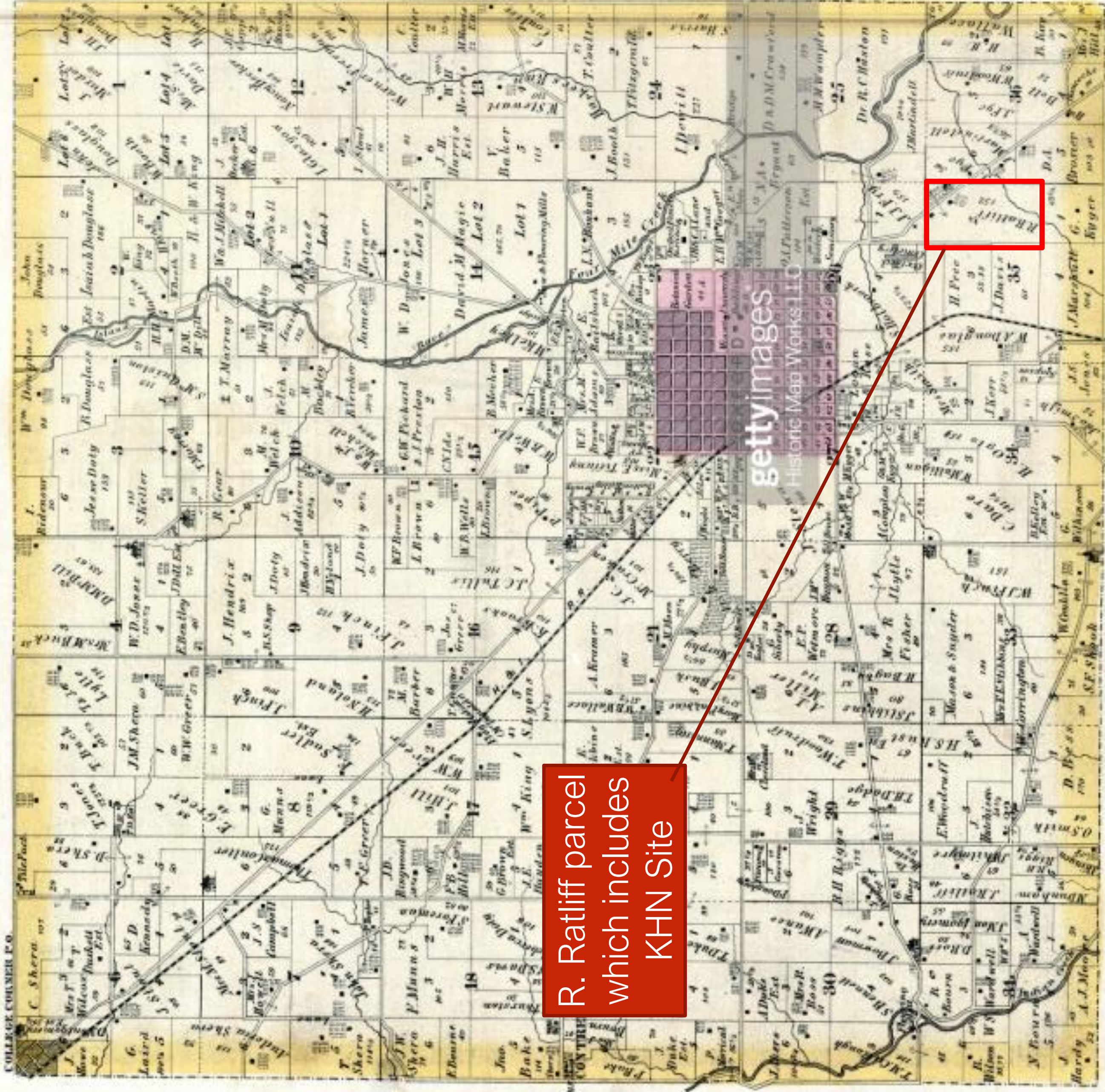


Aerial Overlay with KHN Site

030



Oxford Township 1875 Owners Map

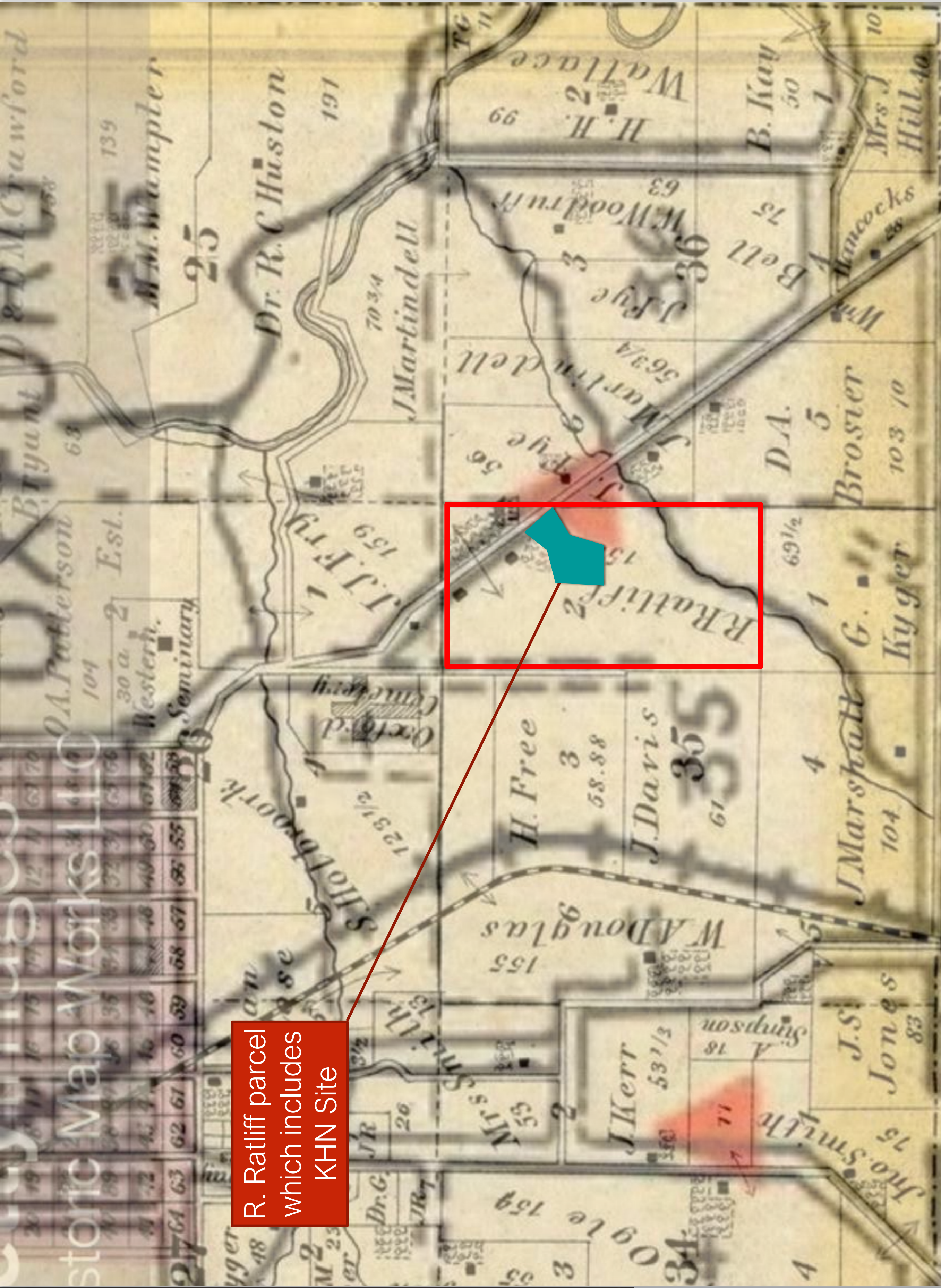


R. Ratliff parcel
which includes
KHN Site

Map Source:

<https://www.gettyimages.com/detail/illustration/ohio-oxford-township-oxford-butler-county-stock-graphic/120023487>

Overlay of Mound Map & 1875 Owners Map



Source of Mound History on R. Ratliff Property



THE MOUND BUILDERS;

BEING AN ACCOUNT OF A REMARKABLE PEOPLE THAT ONCE IN-
HABITED THE VALLEYS OF THE OHIO AND MISSISSIPPI,
TOGETHER WITH AN INVESTIGATION INTO THE

ARCHÆOLOGY OF BUTLER COUNTY, O.

By J. P. MACLEAN,
AUTHOR OF "A MANUAL OF THE ANTIQUITY OF MAN" AND "MASTODON, MAM-
MOTH AND MAN."

Illustrated with over One Hundred Figures.

CINCINNATI:
ROBERT CLARKE & CO.,
1887.

The declivity at the point *b* is steep and difficult of ascent. The wall is carried along the bank at that point, probably designed to protect the flank of the defense. The wall has been plowed down, but is easily traced by a swell in the ground. When we visited the spot the greater portion was in a wheat-field. The wall was indicated by the yellowish color of the soil and the wheat thin, while the ditch was lower and the wheat heavy. Originally the wall was too high to plow over. It was reduced by plowing along it longitudinally, throwing the furrows into the ditch.

The engraving, between the natural bank at *d* and the bed of the creek, represents a terrace thirty feet wide about midway from the top to the water. Some have supposed it to be artificial, but it may have been caused by a land-slide.

The position thus selected is naturally a strong one, and one that is secluded. As we approached the bed of the creek from the west the general aspect was wild and forbidding. We descended over a steep, stony road, and, having reached the bed of the creek, proceeded the rest of the distance on foot. The soil is thin overlying the limestone, and appears to be worn out. We learned that the fort is known in the vicinity as “Chaw-raw Hill,” deriving the epithet from some early travelers who encamped there, and eat their food without being cooked.

The township contains thirteen mounds, all of which were kindly located for us by Mr. John M. Stern and Samuel Gath, Jr., before we visited them. We first visited that on the farm of W. D. Jones, section fourteen¹ near the Horner graveyard. It is four and one-half feet high by forty-three feet in diameter. A drift has been cut in from the south, but the center not reached. Near the top is a sugar tree six feet in circumference. A sugar tree stump on the side exhibited eighty rings of annual growth. The mound is on a beautiful knoll in the corner of a grove. On the same farm, near the residence, once stood two mounds, each eight feet in height. In the center and on the original surface of the ground occurred a human skeleton, surrounded by

charcoal. It was in an extended position, with the feet to the southwest. With it was a perfect jawbone of a child. The human remains were sent to the Dental College of Cincinnati. Several axes, pestles and spear-heads occurred. The hill upon which these mounds were situated overlooks the town of Oxford.

2 On the W. and J. Mitchel farm, section eleven, in an open field, is a mound two and one-half feet high by thirty-seven feet in diameter. Judging from the base, it is probable that the mound, before it had been disturbed, was not over five feet high. It is located on elevated land. On the farm of James Horner, west side of the creek, same section, is a mound in an open field, five feet high. Several years ago some boys undertook to open this mound, but having been called “Digger Indians” they desisted from the work. Before abandoning the undertaking they secured many implements. On the land of Michael Buckley, same section is the largest mound in the township. It is picturesquely situated, being located on the alluvial land of Four Mile Creek, and almost entirely surrounded by hills. Near by flows a small but rapid stream. To the southwest a tongue of land projects into the valley. This spot for natural beauty is not excelled elsewhere in the county. The mound is composed of broken limestone, sand, gravel and surface material. Its shape is oblong, and twenty-five feet in height; the diameters being respectively one hundred and twelve by ninety-three feet. It has never been opened, although a slight excavation appears near the top.

One of the finest mounds in the township is that on the farm of D. M. McDill, section four. It is eight feet high by seventy-one feet in diameter at the base. It stands along the roadside, and a portion was removed in grading the road.

A fourth of a mile north of this mound, in Preble County, is another. Not visited.

5 The mound on the farm of J. J. Fry, section thirty-four, was opened in grading the road. In the center, at the bottom, a skeleton was uncovered, under which was

Page 207 from “The Mound” Builders”



burnt earth. It was in an extended position, with the feet to the southwest. Several skeletons were exhumed in the eastern part of the mound. The earth composing the mound is different from any in the vicinity. At the present time the mound is five feet high by sixty-eight feet wide.

6 In the barnyard of R. Ratliff, section thirty-five, once stood a mound. In grading the yard the mound was removed. Some charcoal, but no relics, occurred.

On the farm of Hiram King, section one, in an open field, is a mound three feet high by forty feet base. On the side is an elm stump showing eighty-eight rings of annual growth.

7 On the farm of Mrs. Nancy Decker, section twelve, are three mounds which have been plowed over for the last forty years. They are now quite low.

8 On the farm of D. M. Magie, section fourteen, is a mound five feet high by thirty-five feet in diameter. It has been opened and a skeleton taken from it. Two gorgets and two spear-heads were found.

9 On the land belonging to P. Taylor, section seven, is a mound, located in the woods. It has been opened, and in it were found three perfect spades and two gorgets. These are now in the possession of Samuel Gath, Jr.

A glance at the map will show that four of the mounds are near Four Mile, and on elevated positions. The other eight are within a mile and a half of the creek.

X. MILFORD TOWNSHIP.

[From a survey by J. P. MacLean.]

Milford Township is joined by Preble County on the north, Wayne Township on the east, Hanover on the south, and Oxford on the west. Seven Mile Creek runs through it in a southeasterly direction, and Four Mile enters it in the southwest. The valley of Seven Mile is beautiful, and the soil productive. The hill lands yield an abundant crop.

An interesting enclosure occurs in the southwestern quarter of section three, and northwestern quarter of section ten. A plan is given in Fig. 59, taken from an

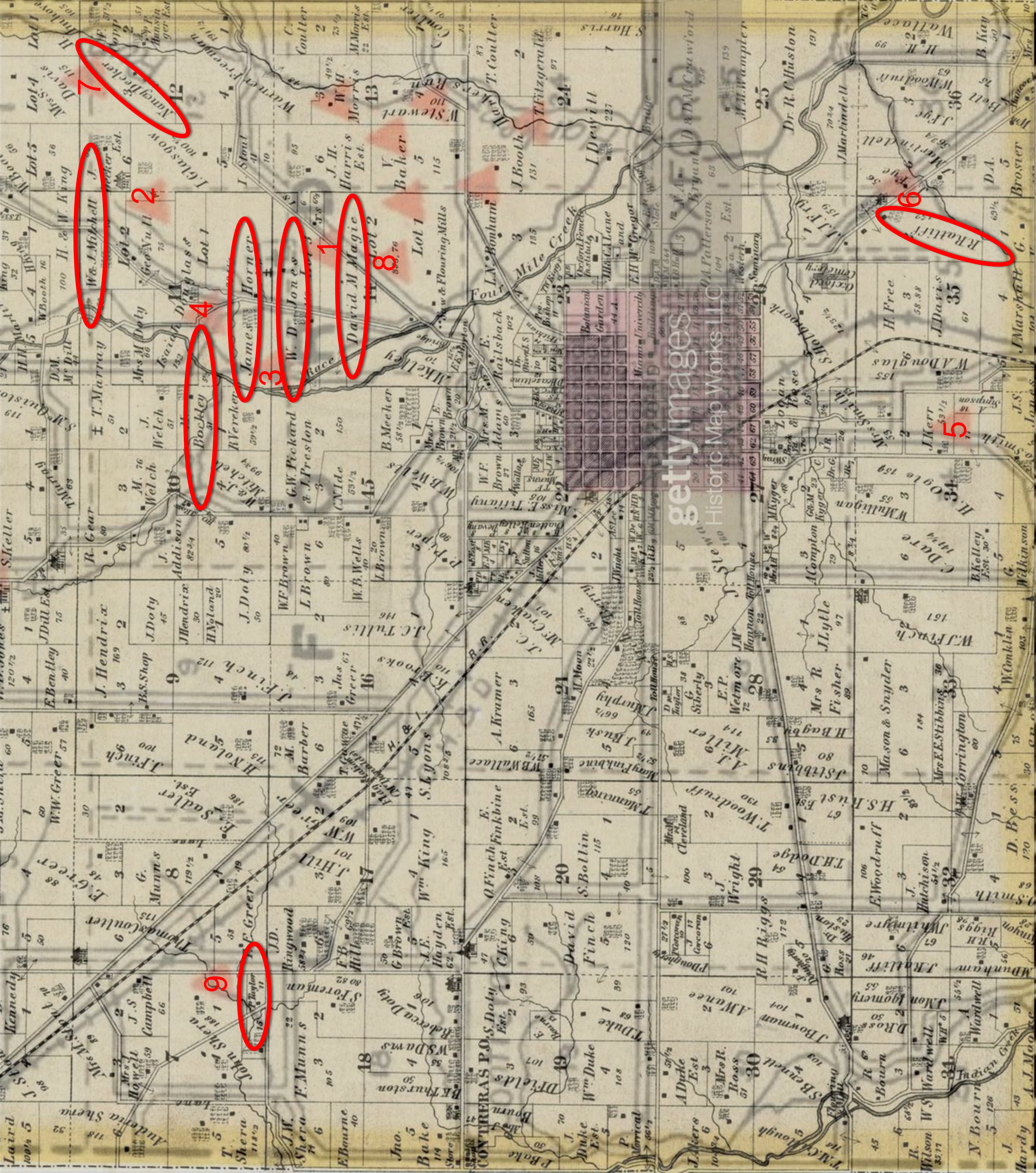
In the barnyard of R. Ratliff, section thirty-five, once stood a mound. In grading the yard the mound was removed. Some charcoal, but no relics, occurred.

Per the author J.P. MacLean, by 1879 the mound on the R. Ratliff property (in Section 35 which agrees with the Oxford Township maps) had been removed in grading the property. Regardless of whether the mound was or was not on the KHN portion of the R. Ratliff property, it appears it was removed over 140 years ago.

Overlay of Owner & Mound Map with Footnotes from “the Builder’s”

Family Names per
1875 Map that
correspond to
“The Mound
Builders”:

- 1 – W.D. Jones
- 2 – W & J Mitchel
- 3 – James Horner
- 4 – M. Buckley
- 5 – unmarked
- 6 – R. Ratliff
- 7 – Nancy Decker
- 8 – D. M. Magie
- 9 – P. Taylor



SYNERGY
BUILDING SYSTEMS



MEMORANDUM
Community Development Department
513-524-5204

TO: Historic & Architectural Preservation Commission

FROM: Sam Perry, AICP
Director

DATE: January 7, 2022

RE: **Previous Approvals**

No action is requested of the Commission on the following case. The case has already been approved administratively. These documents are being included as information only. However, if the decision rendered by the Chair and Administrator is not acceptable to the Commission, procedural adjustments can be made to future similar cases.

**Internal Use Only:**

Case No.

HAPC-2021-13

Date Filed

12/20/21

Historic and Architectural Preservation Commission Application

The pre-application provides an opportunity for the designer and the Historic and Architectural Preservation Commission (HAPC) to discuss a proposal prior to the applicant expending significant time and money on design, survey and engineering. It only requires submission of preliminary or conceptual information. The Certificate of Appropriateness (COA) requires submission of detailed exterior plans. [Section 1331.06(a)]¹

Applicant Information

Attach a Letter of Agency if the Applicant is not the property owner.

Name * Awnings by Kinser

Mailing Address * 2715 Elmo Place

City, State & Zip Code * Middletown, OH 45042

Telephone Number(s) * 513-425-0142

Email Address awningsbykinser@gmail.com

Location of Property * 117 E. High St. Oxford, OH 45056

Name of Building * Bagel & Deli Hotel

Legal Description * _____

Type of Application

Select all that apply.

☒ Pre-Application (no fee) ☐ Certificate of Appropriateness (\$50.00) ☐ Demolition of Historic Structure (\$250.00)

Proposed Environmental Change(s)

Describe, in detail, all proposed exterior alterations for this property and attach drawings showing its relationship to the existing or planned surroundings. Consult Chapter 1331 of the Oxford Municipal Code, Historic & Architectural Preservation¹ and the Design Guidelines² to review the requirements for decisions regarding environmental changes and conditions for removal as well as standards for Commission decisions.

Provide & install two new door awnings with numbers (front door and alley door)

Required Documentation

Attach a current photograph of the subject of this application. Include drawings and diagrams showing its relationship to the existing or planned surroundings.

You may find information on the history of the building in the Walking Tour³ booklets and at the Smith Library of Regional History⁴ located in the Oxford Lane Library.

Fee

There is no fee for pre-application review. The fee for Certification of Appropriateness is \$50.00 or \$250.00 if classified as historic by a City-approved inventory. Write a check payable to **City of Oxford**. You may also pay in-person using Visa, MasterCard, and Discover.

For *demolition requests*, if the application is approved, posting of financial security for the re-use plan and mitigation fees for the demolition will be required as part of permits, per Section 1331.063(a)(3) and (4).

Sign and Date

Applicant Signature * Emily Kinser

Date * 12/20/2021

Submit Application, Plans and Documentation, and Fee

We will not accept incomplete applications and/or documentation. Applications are due 19 days before the meeting. You will receive a copy of the agenda a few days prior to the meeting. In order for your request to be reviewed, you must be present.

Send or drop off this application with required documentation as attachments and a check for fee (if applicable) made payable to **City of Oxford**, to Community Development Director, 15 South College Avenue, Oxford, OH 45056.

Direct questions to the Community Development Department at (513) 524-5204.

For Staff Use Only

Decision * (Circle One) Accepted Rejected

Approval Signature * [Signature] Date 1/5/2022

Title * CHAIR HAPC

Comments/Conditions * ALL APPLICABLE CODES TO BE COMPLIED WITH.

¹ Oxford Codified Ordinances: cityofoxford.org/fees

² Design Guidelines: cityofoxford.org/hapc

³ Enjoy Oxford (Visitors Bureau): 14 West Park Place, Suite C; Oxford, OH 45056, (513) 523-8687, enjoyoxford.org

⁴ Smith Library of Regional History: 441 South Locust Street, Oxford, OH 45056, (513) 523-3035, lanepl.org



January 5, 2022

Ms. Emily Kinser
Awnings by Kinser
2715 Elmo Place
Middletown, OH 45042

VIA EMAIL:
awningsbykinser@gmail.com

RE: HAPC-2021-13, 117 E High Street, CERTIFICATE OF APPROPRIATENESS, new front door and alley door awnings, Emily Kinser, Applicant

Dear Ms. Kinser:

The Oxford Historic & Architectural Preservation Commission (HAPC) Chair has approved your Certificate of Appropriateness application as submitted on December 20, 2021 with the condition that all applicable Codes to be complied with.

This Certificate of Appropriateness shall be valid for a period of one year from the date of approval by the HAPC, during which time a building permit must be obtained. All work shall be substantially completed within two years from HAPC approval.

Should you have any questions, please feel free to contact us at 513-524-5204.

Respectfully,

Eunike Miller
Administrative Assistant

Community Development Department

Cc: File



