

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.