

## OXFORD HISTORIC DISTRICT COMMISSION

### MINUTES

FEBRUARY 16, 2010

A special meeting of the Oxford Historic District Commission was called to order by the chairman, George Gaffney, on Tuesday, February 16, 2010 at 5:00 p.m., in the meeting room of the Oxford Community Services Building.

Other commission members in attendance were Suzanne Litty, Jennifer Stanley, and Dorothy Fenwick.

The purpose of the meeting was to discuss the emergency permit application, #10-09, for Nancy Dalagher, property owner of 204 E. Strand, to remove her existing roof shingles, install new 30 year architectural shingles, and reflash the chimneys with black aluminum flashing. Mr. Joshua Knopp from David K. Knopp and Sons presented the application. Mr. Knopp explained to the commission that currently the roof is leaking and that was the reason why he wanted the commission to address this application as soon as possible. Mr. Knopp stated that he planned to remove the existing shingles on the house, repair any plywood that may be damaged, apply tar paper and insulation of shingles, and reshingle the roof with 30-year architectural grade shingles. He added that he would also be adding aluminum flashing around the chimneys which would be 6" counter-flashing that will be black in color to camouflage the chimneys. Mr. Gaffney reminded Mr. Knopp that any further changes than what is indicated on the application would have to come back before the commission. Mrs. Stanley asked about the color of shingles. Mr. Knopp responded that the color of the shingles would be English Pewter, which is a color closest to what exists on the house now. Ms. Litty made a motion to accept the application as presented. The motion was seconded by Mrs. Stanley and unanimously carried with all in favor.

Ms. Litty asked if there was any protocol to prevent audience members from interrupting the historic commission meetings. She pointed out that this person was not a member of the commission and asked if they should be on the agenda if they wanted to speak at the meetings. Mr. Gaffney thought the individual had a right to speak at the end of the meeting but would check in with the office to see if that was correct. Ms. Litty added that the commission never had a problem of this nature before and that it was getting worse and worse.

The commission briefly acknowledged that at the next regularly scheduled meeting they would be going over the copy of the guideline changes/additions/addendum that needs to be put together to send to the Commissioners for comments. Mr. Gaffney stated that once the final copy is put together he will assemble it with a cover letter and send it to the Commissioners asking them to take action.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Lisa Willoughby  
Assistant Clerk