



**Courthouse Square Historic Preservation Commission
January 5, 2016**

COA application: 231

Applicant: John Antwine - HotWorx

Address: 916 E. Jackson Avenue

COA Request: John Antwine proposes a mounted 'HOTWORX' sign on the front of a portion of the old Oxford Eagle building. The portion of the HotWorx business will be the western most space of the building, closest to St. Peter's. The 2'4-3/4" x 11'-8" sign is at the maximum square footage for a mounted wall sign at just under 28 sq. ft. The 'HOTWORX' sign will be flush with trimcapped acrylic channel lettering. It will have prefinished aluminum sign walls. Four 8" x 5' translucent vinyl graphic decals will be attached to the tops of the windows.

COA History: N/A



ENGINEERS · ARCHITECTS · PLANNERS

January 4, 2017

Meeting Date: January 5, 2017

CSOHPC Case #233

A2H # 15360

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Address: 916 E. Jackson Avenue

COA Request:

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Historic Preservation Ordinance references: Sec. 54-26. (1-3)

Design Guideline references:

Section 15 – Signage

Signage - Selecting an Effective Sign

"It is important to remember that unlike the modern highway strip development the era of buildings and downtown streets was geared primarily to pedestrians. Consequently, there is no need for overly large signs that not only obscure important architectural features of the building but also contribute to the visual pollution of the street."

Signs - Flat

"Eight to ten inch letters are sufficiently large and are the most appropriate. One line of letters is appropriate. The sign itself should not exceed 2 feet in height in the absence of a limiting surround."

Signage material, lettering, color, and style

"Lettering or other information on storefront windows, glass doors or other surfaces must be of high quality, professionally executed following accepted standards and cover no more than 10% of the surface of the glass. Vinyl lettering is acceptable."

Sign Lighting

"Signs should be lighted by an external source such as a small spot or floodlight."

Consultant's Comments:

The building is non-contributing as stated in the Historical Resources Inventory even though the building is over 50 years old.

Proposed Flat Signage is not in compliance with guideline recommendations. Letters are larger than eight to ten inches.

Proposed Signage Material and Window Signs are in compliance with guideline recommendations.

Sign Lighting is not addressed in the submitted documents.

A2H, PLLC

Debbie Wilbanks Cherry, AIA, NCARB
Senior Associate Principal

Andrew P. Reynolds, RLA, ASLA
Landscape Architect Associate

OXFORD HISTORIC PRESERVATION COMMISSION

Certificate of Appropriateness (COA)



This document is for information purposes only and does not need to be submitted with the application.

Oxford Historic Districts:

There are five historic districts in Oxford; North Lamar, Jefferson/Madison, Depot District, South Lamar and the Courthouse Square. Follow the link to locate a property and it's corresponding historic district.

<http://www.oxfordms.net/documents/departments/planning/PreservationDistricts.pdf>

Oxford Historic Preservation Commission – (mostly residential) – North Lamar, Jefferson/Madison, South Lamar and the Depot Districts.

Courthouse Square Historic Preservation Commission – (mostly commercial) Courthouse Square District.

Completed applications can be submitted (hard copy or thumb drive) to the Planning Department on the first floor of City Hall, 107 Courthouse Square, Oxford, MS 38655 or emailed to: hpc@oxfordms.net

INSTRUCTIONS AND TIPS:

- **Read the Design Guidelines:** The Oxford Design Guidelines is the 'rulebook' for both the (OHPC) Oxford Historic Preservation Commission and (CSHPC) Courthouse Square Historic Preservation Commission's. Before planning a project and applying for a COA, make sure to review pertinent sections to ensure your project is in compliance with the principles they provide.
- **Follow application instructions and completely fill out the form:** Staff needs to be able to know who you are, what the project entails, and how to contact you with any questions. The application will not be accepted until completed.
- **Clearly describe and show what changes you are planning:** Written details should be legible (either typed or printed). Put yourself in the shoes of someone unfamiliar with your house and/or project. Describe the project in detail, including dimensions, materials, and any additional information you believe helpful. To evaluate a project, the HP Commissions need to know the exact materials, appearance of components, how things fit together, and where everything is located. Make clear what is existing verses what is proposed.
- **Provide site plans, drawings and sections (where appropriate) of the work you are proposing:** Drawings are to be to scale with the scale clearly indicated. The size and location of the proposed work must be clearly illustrated to obtain a COA. Submit an application for the entire scope of the project whenever possible: Don't needlessly apply for a small fragment of a large project at a time, as more applications cost more in staff time and slow the process. The big picture is important to evaluate the proposed work and will allow you to avoid unpleasant surprises at a later date. Contact staff prior to application if you suspect the project should be broken into separate minor projects.
- **Sign and date the application:** Applications must be signed to be complete and ready for consideration.
- **Don't forget to include the fee.**

MEETINGS AND DEADLINES:

- Courthouse Square HPC meets on the 1st Monday of every month at 5:00PM in the second floor courtroom. To ensure a place on the agenda, all applications, fees and materials must be received 20 calendar days prior to the next regularly scheduled meeting date.
- Oxford Historic Preservation Commission meets on the 2nd Tuesday of every month at 5:30PM in the second floor courtroom. To ensure a place on the agenda, all applications, fees and materials must be received 20 calendar days prior to the next scheduled meeting date.

PRELIMINARY CONFERENCE

- Applicants will have the right to an informal, preliminary conference with planning staff for the purpose of making any changes or adjustments to the application, which may help ensure its acceptance. A more formal Preliminary Conference may be placed on the Commissions agenda without notice prior to any meeting. However, the Commission cannot take action until a formal application has been submitted and been given appropriate notice.

Items required must be complete and received by 5pm on the deadline date in order to be considered for placement on the Historic Preservation Commission agenda. There are NO exceptions. Upon receipt of the completed application form, supplemental documentation and filing fee on the application deadline.

OXFORD HISTORIC PRESERVATION COMMISSION
Certificated of Appropriateness (COA)



The City
of
Oxford
MISSISSIPPI

APPLICANT INFORMATION

Courthouse Square
Preservation Commission

Historic Preservation
Commission

Name of Applicant:	John Antwine			Date:	12/12/16
COA Property Address:	916 E Jackson Avenue, Oxford MS 38655				
Applicant and/or Designated Agent Email Address:	mark.jenkins@planetbeach.com ; jonantwine@aol.com				
Mailing Address:	5145 taravella road , Marrero	State:	LA	ZIP	70072
Phone Number:	504-297-2598	Date Received:			
Email Address:	mark.jenkins@planetbeach.com				
Applicants Relationship to Property:	Owner: <input checked="" type="checkbox"/>	Architect: <input type="checkbox"/>	Contractor: <input type="checkbox"/>	Rent: <input type="checkbox"/>	
Name and contact information of Owner:	John Antwine - 601-927-7280 or Stephen Smith 504-606-6017				
Name and contact information Address of Architect:	William Landes Jr- 901-493-2401 or 662-510-0517				
Name and contact information Address of Contractor:	William Landes Jr- 901-493-2401 or 662-510-0517				

FEE SCHEDULE

Minor alterations/small additions less than 100 sf or less than \$ 10,000 in total costs	<input checked="" type="checkbox"/> \$50.00
Major alteration/large additions more than 100 sf or more than \$ 10,000 in total costs	<input type="checkbox"/> \$150.00
New Free Standing Construction under 500 sf and/or \$5,000	<input type="checkbox"/> \$200.00
New Free Standing Construction 500 -1,000 sf and/or \$5,000 to \$25,000	<input type="checkbox"/> \$300.00
New Free Standing Construction over 1,000sf and/or over \$25,000	<input type="checkbox"/> \$500.00
Demolition/removal of structure	<input type="checkbox"/> \$100.00
New construction	<input type="checkbox"/> \$200.00
Preliminary conference	<input type="checkbox"/> No Charge
Total Fees	

PROPOSED WORK (SEE ATTACHED PAGE FOR SUBMITTAL REQUIREMENTS)

<input checked="" type="checkbox"/> Sign	<input type="checkbox"/> Roof modification
<input type="checkbox"/> Rehabilitation/Alteration	<input type="checkbox"/> Demolition
<input type="checkbox"/> Stucco Repair/Repainting	<input type="checkbox"/> Relocation/Moving a Building
<input type="checkbox"/> Fences/Walls	<input type="checkbox"/> New Construction
<input type="checkbox"/> Awnings	<input type="checkbox"/> Addition(s)
<input type="checkbox"/> Windows/Doors/Shutters	<input type="checkbox"/> Other

DESCRIBE THE PROPOSED WORK IN DETAIL (TYPE IN OPEN SPACE OR SUBMIT TYPED PAGE AS ATTACHMENT)

Exterior Sign for 916 E Jackson

Flush mounted trimcapped acrylic channel letters and logo with pre-finished aluminum side walls and custom printed vinyl graphic.

see attachment-

ATTACHMENTS

Please attach all necessary documents as requested in the Submittal Requirements section after the final page of the application.

DISCLAIMER AND SIGNATURE

It is warranted in good faith that the statements above and on the attached page(s) are true and correct. I understand that, if this application is approved, it becomes a part of the Certificate of Appropriateness and I have received approval ONLY for the work specified herein, subject to any conditions or modifications imposed by the Commission. I acknowledge that if the owner, contractor or any subcontractor(s) constructs, alters, relocates, or demolishes any resource in violation of the City of Oxford Preservation Ordinance, it shall be required to restore the resource to its appearance or setting prior to the violation and that the City of Oxford may bring forth civil and/or criminal prosecution and penalties for such violation.

I understand that no changes may be made to the approved drawings/plans or Certificate of Appropriateness application without prior approval from either the Oxford Historic Preservation Commission or the Courthouse Square Historic Preservation Commission and is such violation is found civil and/or criminal penalties may be brought forth for such violations.

I understand that a CERTIFICATE OF APPROPRIATENESS IS A PRE-REQUISITE TO OBTAINING A BUILDING PERMIT AND NO WORK MAY BEGIN UNTIL A BUILDING PERMIT IS OBTAINED.

Signature of Applicant	Date 12/13/16
Signature of owner (if other than applicant)	Date

SUBMITTIAL REQUIREMENTS (All items listed are required in submittal if applicable)**(1) Signs**

- Dimensioned elevation of proposed sign, identifying materials, color, lettering style, and wordage.
- Description of lighting. Include how lighting will be attached to the building's façade.
- Location (for wall mounted sign show location on building to-scale and how the sign will be attached; for freestanding sign show location on site plan, height above ground, and clearance from sidewalk.
- Photographs of sign location.

(2) Awnings

- Photograph of building elevation to which awning is to be attached.
- Dimensioned scaled drawing depicting a front and side view of awning. Include all graphics, colors, and samples. Show relationship to adjacent storefronts.
- Indicate clearance from bottom of awning to sidewalk. Indicate how awning is to be attached to the structure.

(3) Stucco/Repainting

- Color photographs of areas involved and surrounding structures if applicable.
- Samples of colors and/or materials involved. Specific brand, color name, and manufacturer's number must be given.

(4) Fences/Walls

- Site plan showing location of proposed fence. Indicate and distinguish any existing fences or walls.
- Dimensioned elevations and section, showing design of the fence, proposed material and height.
- Photograph of area to be fenced.

(5) Windows/Doors/Shutters

- For windows, give a full description including materials, dimensions, number of mullion grid, make & model number and cut sheet.
- For doors, show materials, dimensions and design or provide catalog cut sheet if available
- For shutters, indicate materials, dimensions and verify that they are hinged and sized to fit the window.

(6) Roof Repair

- Photograph of existing roof.
- Indicate new material being proposed for replacement with manufacturers catalog cut sheet if available.

(7) Rehabilitation, Alteration, Addition

- Scaled, dimensioned elevations and floor plan drawings indicating proposed alterations and/or additions. Clearly indicate what is existing and what is proposed. For additions, include relationship to adjacent structures in plan and elevations.
- For new windows, provide manufacturer's specifications. For rehabilitation of commercial buildings, proposed storefront section must be provided.
- Indicate exterior materials on drawings.
- Scaled site plan showing dimensions of lot and location of existing building on lot, location of addition, dimensions of existing structure, addition and all exterior, ground and roof mounted equipment.
- Photographs of existing conditions from all sides.
- Historic plans; elevation or photographs should accompany any request to return a structure to an earlier historic appearance.

(8) Demolition- demolition means the complete or partial removal of a building, structure, object or site including landscape features.

- See Section 54-26(4) of Historic Preservation Ordinance for list of criteria when considering demolition requests.
- Photograph of the structure to be demolished
- Method of demolition to be used.
- Statement of the need for the proposed demolition with reference to further use of the site.
- A site plan and building plans for the new construction.
- NOTE: A COA for demolition and construction shall be issued simultaneously.

(9) Relocation/moving of a Building -

- Photograph of structure on existing site showing context, adjacent buildings, and streetscape.
- Method of moving the structure, photograph and address of the proposed location of the structure.
- Statement of need for the proposed relocation with reference to the future use of the new site.
- A site plan for the new site indicating property lines, setbacks, proposed location of the structure, accessory buildings, parking facilities, exterior lighting and fencing.

(10) New Construction

- Dimensioned site plan showing all sides in relation to immediately adjacent building to scale. Include parking area and any roof or ground mounted equipment and fence locations. Located HVAC equipment, trash enclosures and utility boxes.
- Provide floor plan, all elevations, showing height and width relationships to existing adjacent buildings. Projections, offsets and open recesses shall be depicted in dimensioned sections or otherwise, clearly showing proposed vertical and horizontal relationships of these façade openings in the elevations, to indicate the rhythm of the solids and voids within each elevation. Renderings, while not required, are desired, but only as an adjunct to the above criteria.
- Color photographs of proposed site and structures within the vicinity of new building.
- Indicate materials and all significant details and submit written description of project using compatibility criteria in ordinance.
- Provide section details of features such as new storefronts, windows, porticos, parapets, stoops, balconies, porches, eaves and base of wall at foundation cornice, column base, and window header details.
- A massing study of the area – to compare the new structure in proportion, scale, rhythm and massing to the neighboring buildings.

(11) Large Additions -

- Clearly indicate existing and proposed structures in drawings.
- Dimensioned site plan showing all sides in relation to immediately adjacent building to scale. Include parking area as and any roof or ground mounted equipment and fence locations. Location of HVAC equipment, trash enclosures and utility boxes.
- Provide floor plans, all elevations, showing height and width relationships to existing adjacent buildings. Projections, offsets and open recesses shall be depicted in dimensioned sections or otherwise, clearly showing proposed vertical and horizontal relationships of these façade openings in the elevations, to indicate the rhythm of the solids and voids within each elevation. Renderings, while not required, are desired, but only as an adjunct to the above criteria.
- Color photographs of proposed site and structures within the vicinity of new building.
- Indicate materials and all significant details and submit written description of project using compatibility criteria in ordinance.
- Provide section details of features such as new storefronts, windows, porticos, parapets, stoops, balconies, porches, eaves and base of wall at foundation, cornice, column base, window headers details.
- The addition of a second story requires a massing study to compare to existing structure in district to protect fabric of neighborhood.

STAFF USE ONLY

I. PUBLIC HEARING DATE:

II. ACTION TAKEN:

a. The decision of the Oxford Historic Preservation Commission or the Courthouse Square Historic Preservation Commission is as follows:

The application is hereby:

APPROVED

TABLED PENDING ADDITIONAL DATA

APPROVED WITH CONDITIONS

DISAPPROVED

b. Comments and Conditions:

MOTION:

1st

2nd

OUTCOME OF TABLED MEETING:

DATE:

MOTION:

1st

2nd

Conditions:

CHAIRMAN'S SIGNATURE:

DATE:

State of Mississippi
 Department of Archives and History
 P.O. Box 571
 Jackson, MS 39205

HISTORIC RESOURCES INVENTORY

1.a. Property Name, Historic		14. MDAH Inventory Code 041
1.b. Property Name, Common Oxford Eagle		15. County Lafayette
2. Property Address 916 Jackson Avenue		16. City Oxford
3. Legal Description 86Q:175;176		20. USGS Quad Map
19. Ownership private	22. Condition fair	21. UTM Reference
4. Former/Historic Uses retail	5. Present Use commercial	24. Principal Materials brick
6 & 7. Significant persons, events, themes, including dates of association		
8. Date of Construction ca. 1950	9. Historic Changes	23. Post Historic Changes
10. Architect	11. Builder/Contractor	25. Architectural Style Minimal. Traditional
13. Outbuildings or Secondary Features (use sep. form if important)		
12. Brief Description: One-story, eleven-bay, brick masonry commercial block with Minimalist Traditional influence, built ca. 1950. Flat roof covered with built-up asphalt roofing, with simple corbeled cornice and ceramic tile belt course. Exterior walls are covered with some areas of Cararah glass. Four storefronts have single-light transoms, some obscured, single-light, fixed display windows, brick bulkheads, some with Cararah glass, and single-light, metal frame doors, some replacements, topped with single-		
30. Historical Information: Sanborn maps indicate the construction of this building after 1948.		
31. Historical Contexts:		
33. Sources of Information:		

MISSISSIPPI HISTORIC RESOURCES INVENTORY

Page 2

32. Additional Remarks or Information: #12, cont'd.: light transoms.

35. Owner's Name and Address

36. Photographer/Source
John Hopkins

37. Photo Roll/Frame
3552:23,24

38. Photo Date
January, 2000

39. Form by Hopkins & Associates, Memphis, TN

40. Survey Project Oxford

Date of Form January, 2000

Attach Photograph

MDAH INFORMATION



26. Category

27. Functional Type

28. Registration Status/Dates
NHL
Listed NR
In NR District
Federal DOE
State Landmark
Local Landmark
In Local District
HABS/HAER

29. District Name
Oxford Courthouse Sq.
Rating C/N C
Inventory # 46

42. Other HPD Information

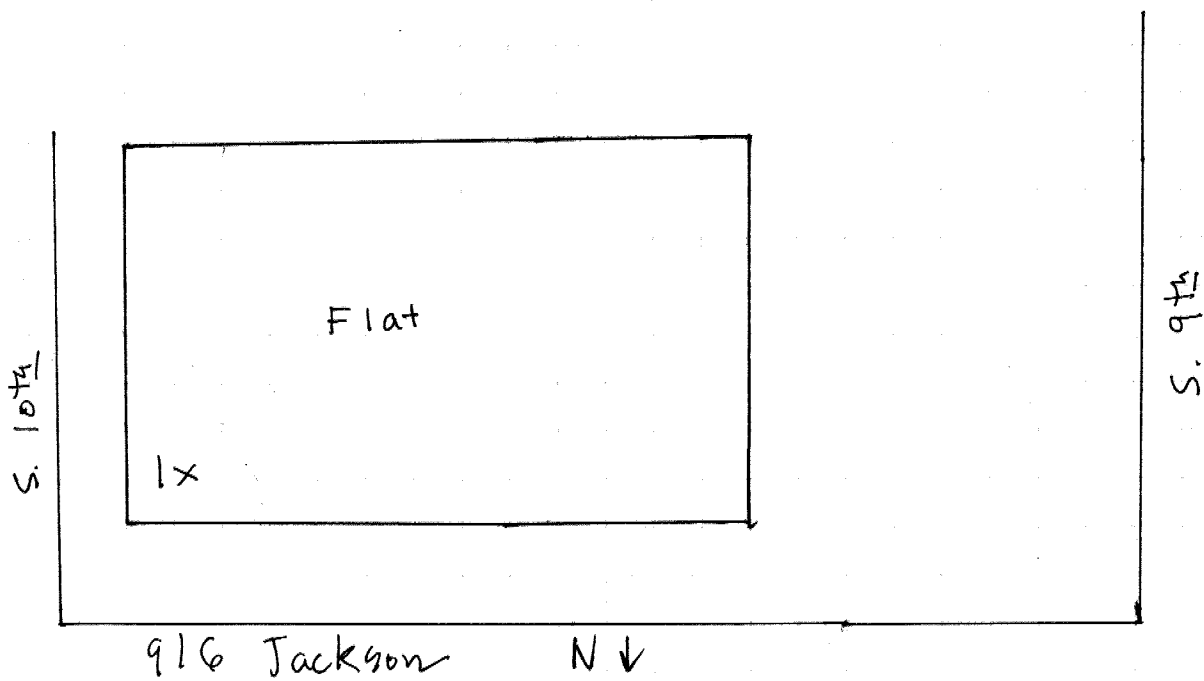
43. Evaluation
a. Already Listed NR
Individually Eligible
Eligible if Restored
Contribute to District
Apparently Not Eligible
Insufficient Information
Not Extant

b. Area(s) of Significance

c. Evaluated by/date



916
Jackson



Hotworx
916 E Jackson Ave.
Oxford MS 38655



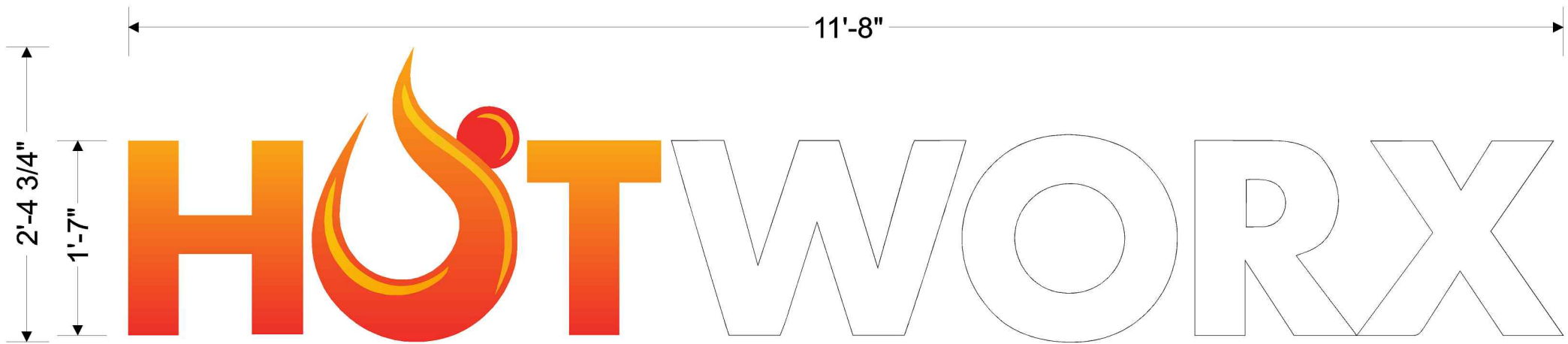
28'

78'

Hotworks (Suite)

916 E Jackson Ave

E Jackson Ave



Manufacture and Install (1) Set of Flush Mounted Trimcapped Acrylic Channel Letters and Logo with Prefinished Aluminum Sidewalls and Custom Printed Vinyl Graphics.

- BLACK (TRIMCAPPS & SIDEWALLS)
- CUSTOM GRADIENT WHITE
- CUSTOM GRADIENT
- PMS 1788 C (CLOSEST COLOR TO MATCH PROVIDED)

BEFORE



AFTER



★ This color sketch is provided as an example of color. There may be some color variation between printed ink and paint. For best color representation, please choose Pantone Matching System © Colors for paint or print.

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HOT100-12/06/2016-TB-C-R2

CUSTOMER: HOTWORX		DATE: 12/06/2016	
LOCATION: OXFORD, MS	P.M.: B.B.	SALES: MILLER	Primary DESIGNER: Trevor Busch
REVISION: No Current Revisions		Current Draft DESIGNER:	

CUSTOMER APPROVAL:



APPROVAL DATE:

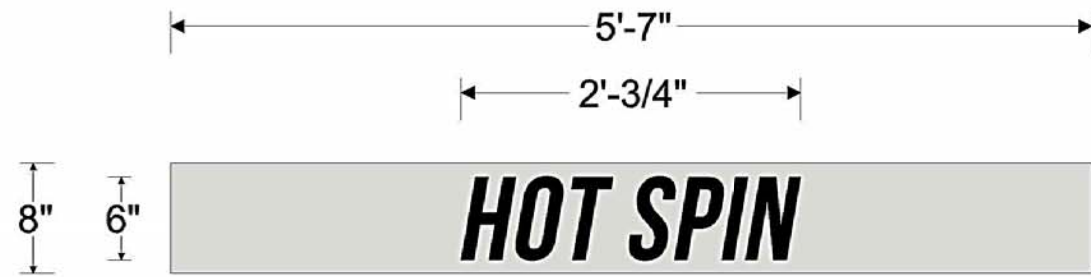
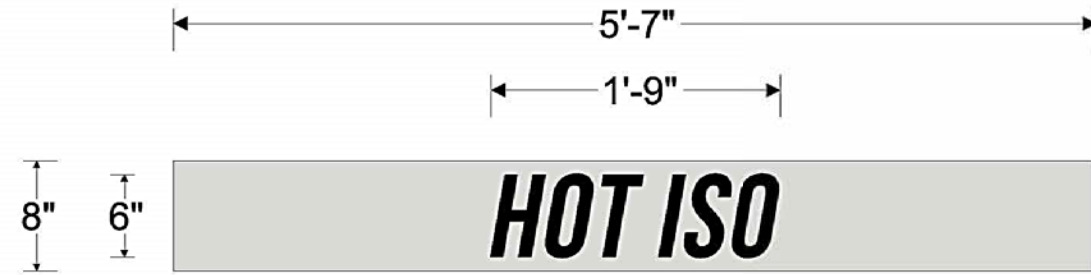


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7712 HWY 49 NORTH, HATTIESBURG, MS

munnenterprises.com

Sq. Footage 14.47



Manufacture and Install
Cut Window Vinyl with Translucent Dusted Crystal Background and Translucent Black Copy

BLACK 230-22
 DUSTED CRYSTAL 210-134



★ This color sketch is provided as an example of color. There may be some color variation between printed ink and paint. For best color representation, please choose Pantone Matching System © Colors for paint or print.



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HOT100-12/19/2016-TB-E-OPT1-R1

CUSTOMER: HOTWORX		DATE: 12/06/2016	
LOCATION: OXFORD, MS	P.M.:	SALES: MILLER	Primary DESIGNER: D. SCHNEIDER
REVISION: No Current Revisions			Current Draft DESIGNER:

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CUSTOMER APPROVAL:



APPROVAL DATE: