

COURTHOUSE SQUARE HISTORIC PRESERVATION COMMISSION

Be it remembered that the Courthouse Square Historic Preservation Commission did meet in regular session on Monday, June 6, 2011 at 5:00 p.m. in the second floor courtroom of City Hall with the following members present:

Andy Phillips, Chairman  
 Donna Gottshall  
 Will Lewis  
 Mike Overstreet  
 Jim Pryor

Katrina Hourin, Assistant City Planner  
 Alicia Thompson, Secretary

The following Commissioners were absent:

Phil Bailey  
 Mike Bridge

1. The meeting was called to order by Chairman Andy Phillips.

After the meeting was called to order, the following business was transacted:

2. **Approval of the Agenda.** Chairman Phillips asked if there were any changes to the agenda. There being no changes, motion was made by Commissioner Overstreet and seconded by Commissioner Gottshall to approve the agenda.

All present voting aye.

The motion was approved.

3. **Approval of the Minutes from the May 2, 2011 Meeting.** Chairman Phillips asked if there were any modifications to the minutes from the May 2, 2011 meeting. There being no changes, motion was made by Commissioner Lewis and seconded by Commissioner Pryor to approve the minutes from the May 10, 2011 meeting.

All present voting aye.

The motion was approved.

4. **Public Hearing for Case #069 – 302 North 10<sup>th</sup> Street.** Ashley Lindsey came before Commission representing Ferdinand's seeking a Certificate of Appropriateness to make exterior renovations to a business located at 302 North 10<sup>th</sup> Street, Oxford, Mississippi. Ms. Lindsey informed the Commission that the proposed renovations would include: constructing a new ADA compliant entry; hanging a projecting sign; and relocating the menu board, mailbox, and address sign. Ms. Lindsey presented the Commission with photos of the existing building as well as renderings of the plan and elevations depicting the proposed

changes and explained the request. Discussion was then made between Ms. Lindsey and the Commission regarding the proposed handicapped accessible door, menu board, and mailbox. Ms. Lindsey further stated that she wished to remove the request for the signage from her application and would like to return with a different rendering at a later date. Mrs. Lindsey explained her request and stated that the existing entry under the canopy would be closed and would only be used as an emergency exit. Commissioner Lewis asked the applicant if the entry would be accessible from the outside. The applicant replied that it would not be accessible from the outside.

Commissioner Overstreet asked the applicant about the new entry with the recessed opening. Ms. Lindsey replied that the new entry with the recessed opening was approximately 13 ½ feet. Chairman Phillips asked if the facing of the new entry would be painted. Ms. Lindsey replied that the facing of the new entry would be painted. Comments came from Assistant City Planner Katrina Hourin who stated that the applicant was following ADA guidelines and that the City's Disability Committee had been after businesses to make their entrances more handicapped accessible. Further discussion was made regarding the new entry and Commissioner Pryor commented that it was a "fairly attractive entrance" and stated that it appeared to be large enough for handicapped accessibility.

There being no further questions or comments from the public or the Commission, motion was made by Commissioner Lewis and seconded by Commissioner Gottshall to approve the request for a Certificate of Appropriateness for the following items for property located at 302 South 11<sup>th</sup> Street, Oxford, Mississippi:

- a. Construction of new ADA compliant entry (Item #1).
- b. Relocation of menu board, mailbox, and address sign (Item #3).

All present voting aye.

The motion was approved.

5. **Public Hearing for Case # 070 – Oxford Square.** Katrina Hourin, representing the City of Oxford appeared with a request to install, repair and/or modify existing ADA ramps, railings, and steps on the southeast corner of the Oxford Square near Village Tailor. Mrs. Hourin presented the Commission with renderings depicting the current and proposed sidewalk plan for the project and explained the applicant's request. Mrs. Hourin informed the Commission that the existing handrails along the sidewalk dangerous and stated that the City of Oxford was desirous of installing the proposed handrails for safety. She also stated that the City was desirous of constructing a ramp and steps in order to be ADA compliant. Discussion was made regarding the request.

There being no questions or comments from the public or the Commission, motion was made by Commissioner Overstreet and seconded by Commissioner Pryor to approve the request for a Certificate of Appropriateness for ADA modifications to city property located on the southeast corner of the Oxford Square near Village Tailor.

All present voting aye.

The motion was approved.

6. **Public Hearing for Case #071 – 426 South Lamar Boulevard.** Frank Hurdle came before the Commission representing Phil Bailey seeking a Certificate of Appropriateness to upgrade signage on property located at 426 South Lamar Boulevard, Oxford, Mississippi. Mr. Hurdle presented the Commission with photos depicting the existing signage and the proposed signage and explained the applicant's request. Mr. Hurdle informed the Commission that Mr. Bailey was desirous of increasing the size of the proposed signage to 60 inches by 90 inches which is within the guidelines of the sign ordinance. He also stated that the same pole would be used; the applicant was simply seeking to increase the size of the signage. Commissioner Lewis asked Mr. Hurdle if the sign insert for "Cash for Gold" would remain intact. Mr. Hurdle stated that the sign insert for "Cash for Gold" would be removed. He also stated that the sign inserts were interchangeable for different businesses in the Anchorage Building. Commissioner Pryor asked Mr. Hurdle if the signage for the Anchorage Building was lit signage. Mr. Hurdle replied that it was lit signage. Discussion was made between Mr. Hurdle and the Commission regarding the proposed signage.

There being no comments or questions from the public or the Commission, motion was made by Commissioner Lewis and seconded by Commissioner Pryor to approve the request for a Certificate of Appropriateness for increasing signage area on property located at 426 South Lamar Boulevard, Oxford, Mississippi.

All present voting aye.

The motion was approved.

7. **Public Hearing for Case #072 - 802 1002 Van Buren Avenue.** Alex Sanders came before the Commission representing Grantham Poole seeking a Certificate of Appropriateness to install new signage on property located at 1002 Van Buren Avenue, Oxford, Mississippi. Mr. Sanders presented the Commission with a photo rendering depicting the proposed signage. Mr. Sanders informed the Commission that the applicant was desirous installing a wall mounted sign for a new CPA firm. Commissioner Lewis asked if any other tenants would occupy that space. Mr. Sanders replied that the CPA firm would be the only tenant occupying that space therefore no additional signage would be installed. Discussion was made between Mr. Sanders and the Commission regarding the proposed signage.

There being no questions or comments from the public or the Commission, motion was made by Commissioner Overstreet and seconded by Commissioner Gottshall to approve the request for a Certificate of Appropriateness for a wall-mounted sign on property located at 1002 Van Buren Avenue, Oxford, Mississippi.

All present voting aye.

The motion was approved.

8. **Public Hearing for Case #073 – 1403 Van Buren Avenue.** *(Prior to the hearing, Commissioner Mike Overstreet rescued himself because he is the property owner).* Corey Alger of Alger Design Studio came before the Commission representing Mike Overstreet seeking a Certificate of Appropriateness to make exterior modifications to property located at 1403 Van Buren Avenue. Mr. Alger presented the Commission with photos depicting the building's exterior as well as a floor plan and elevations. Mr. Alger explained the request and stated that the applicant was desirous of exchanging a door for a window and constructing a canopy, landing area and steps on the building. Mr. Alger stated that the proposed door was a special order from Marvin Windows made to fit the existing window opening. He also stated that the door's landing would be an elevated platform with two simple steel supports, to minimize the impact on the landscaping and draining. Additionally, he stated, two steps would be constructed which would have small steel supports. Mr. Alger also explained that the canopy design follows the steel canopies at the front of the building's third floor and would be painted to match. Discussion was made regarding the applicant's request and Commissioner Lewis asked Mr. Alger about the absence of hand rails on the landing depicted in the proposed plan. Mr. Alger replied that the landing was less than thirty inches (30"), therefore the building code did not require that hand rails be installed. Commissioner Pryor asked Mr. Alger if he had gotten permission from the City of Oxford to make the proposed changes. Assistant City Planner Katrina Hourin informed Commissioner Pryor that Mr. Alger would be going before the Mayor and Board Aldermen on Tuesday, June 7, 2011 to seek permission for the proposed changes. Further discussion was made regarding the proposed changes. Commissioner Gottshall asked Mr. Alger if he was required by ADA to make the proposed door handicapped accessible. Assistant City Planner recommended that the Commission condition their approval that the Oxford Fire Department's Chief review and approve the proposed door.

There being no further questions or comments from the public or the Commission, motion was made by Commissioner Pryor and seconded by Commissioner Gottshall to approve the request for a Certificate of Appropriateness for property located at 1403 Van Buren Avenue with the condition that the Oxford Fire Chief review and approve the proposed door.

All present voting aye.

The motion was approved with condition.

9. **Public Hearing for Case #074 – 425 South Lamar Boulevard.** Chad Curtis of Crossroads Contractors came before the Commission representing Tri State Restaurants, LLC seeking a Certificate of Appropriateness to install parking lot lighting for property located at 425 South Lamar Boulevard, Oxford, Mississippi (Checker's). Mr. Curtis informed the Commission that he was present to request permission to install parking lot lighting that was excluded from the original plan. Mr. Curtis presented the Commission with a site layout, a materials list, and photos depicting similar style lights on other businesses. Mr. Curtis explained that the request included installing three new 15 foot tall lights using Model #PSL001-20 Metal Halide lights and reusing 2 existing lights by changing the light head to a matching fixture. Mr. Curtis further stated that the proposed lighting would be non-obtrusive and added safety

for customers. Commissioner Pryor asked Mr. Curtis about the look of the proposed lighting from street view. Mr. Curtis replied that the proposed lighting would shine straight down over the parking lot to give added safety for customers of the restaurant.

Chairman Phillips stated that he had gotten calls and emails regarding the character of the entrance to the Square and stated that his concerns were that the proposed lighting should be consistent with the look of the Square. Further discussion was made regarding the proposed lighting and comments were made that the style of the proposed lighting could be changed to acorn style lights similar to those located at Bancorp South on South Lamar.

Commissioner Lewis commented and stated that he was opposed to acorn style lighting. Commissioner Gottshall commented that she would like to see lighting installed at the restaurant that is in keeping with the rest of the Square. Further lengthy discussion was made regarding the proposed lighting.

Chairman Phillips posed a question to the applicant asking if acorn style lights were sufficient for his needs. The applicant replied that he would have to install a greater number of acorn style lights to get the same coverage as the proposed pole lights. The applicant replied that his needs called for increased visibility on the rear parking lot. Further discussion was made regarding the request.

There being no further questions or comments from the public or the Commission, motion was made by Commissioner Overstreet and seconded by Commissioner Lewis to approve the request for a Certificate of Appropriateness to install parking lot lights as presented for property located at 425 South Lamar Boulevard, Oxford, Mississippi.

The vote was as follows:

Phillips	Nay	Gottshall	Nay
Overstreet	Aye	Lewis	Aye
Pryor	Aye		

The motion was approved.

At this point in the meeting, Assistant City Planner Katrina Hourin informed the Commission that it needed to reschedule its July meeting due to the Fourth of July holiday. Discussion was made regarding rescheduling the meeting and the meeting date was changed to Wednesday, July 13, 2011 at 5:00 p.m.

There being no further business to come before the Commission, the meeting was adjourned.