

**STATE OF NORTH CAROLINA  
COUNTY OF GRANVILLE  
CITY OF OXFORD**

**2018 ANNUAL REPORT of the  
OXFORD  
HISTORIC PRESERVATION  
COMMISSION**

TO: Mayor Jackie Sergeant and the Oxford Board of Commissioners

On behalf of the Oxford Historic Preservation Commission (HPC), I present this Annual Report to update you on the activities of the HPC from May 2017 through April 2018, and to share with you the goals for the coming year.

The Commission presently has one (1) vacancy and consists of the following six (6) members:

Anthony F. (Tony) Armento, Chairman  
Gary Weaver, Treasurer  
Kelly Collins-Schram, member

Lisa Schons, Secretary  
Richard E. (Rick) Thomas, member  
Derreck Brown, member

Treasury report = \$274.61 operating funds; \$1,350.00 special-purpose project funds

**G.S. § 160A-400.1. Legislative findings.**

The historical heritage of our State is one of our most valued and important assets. The conservation and preservation of historic districts and landmarks stabilize and increase property values in their areas and strengthen the overall economy of the State. This Part authorizes cities and counties of the State within their respective zoning jurisdictions and by means of listing, regulation, and acquisition:

- (1) To safeguard the heritage of the city or county by preserving any district or landmark therein that embodies important elements of its culture, history, architectural history, or prehistory; and
- (2) To promote the use and conservation of such district or landmark for the education, pleasure and enrichment of the residents of the city or county and the State as a whole. (1989, c. 706, s. 2.)

The purpose of the Oxford Historic Preservation Commission (HPC) is:

- To safeguard the heritage of the City of Oxford by preserving districts and landmarks therein that embody important elements of its cultural, social, economic, political or architectural history and which possesses integrity of design, setting, materials, feelings and association;
- To promote the use and conservation of such districts and landmarks for the education, pleasure and enrichment of the residents of Oxford and of the state as a whole.

In addition, preservation efforts should help:

- Foster civic beauty;
- Stabilize property values;
- Strengthen the local economy;
- Encourage the restoration, preservation, rehabilitation, and conservation of historically, architecturally, and archaeologically significant areas, structures, buildings, sites or objects and their surroundings; and
- Protect such buildings, sites, or objects and their surroundings from potentially adverse influences that may cause the decline, decay or destruction of important historical, architectural, and archaeological features that are a part of the local heritage.

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These core purposes were served through the following activities of the HPC during the period May 2017 – April 2018:

- The HPC received 29 Certificate of Appropriateness (COA) applications (41 in prior year; a decrease of 29.3%) affecting 22 properties and consisting of 64 separate projects (96 in prior year; a decrease of 33.3%). 1 application (1 project) was withdrawn by the property owner before hearing by the HPC. Of the 63 project applications reviewed:
  - 5 were approved administratively as Minor Works (7.9%);
  - 58 were formally reviewed (92.1%); of these, 58 were approved (100%) and 0 denied.
- The “Realtor and Home Buyer’s Guide,” an informal brochure highlighting the history of preservation in Oxford, the HPC, the COA process, and the value of local historic designation, was developed, and has distributed to local realtors, the Chamber of Commerce, and to new home owners since June.
- The HPC’s “This Old House...Oxford” column was introduced, to enhance the community’s familiarity with the HPC and its activities. The column has appeared in the Oxford Public Ledger (OPL) three times since June, as a compliment to the HPC’s occasional press releases.
- The HPC was awarded a grant of \$10,800 by the national Historic Preservation Fund to update the architectural survey of the Oxford Historic District (OHD) in the National Register of Historic Places. The HPC had been advised by the North Carolina State Historic Preservation Office (SHPO) that there was a strong need for Oxford to undertake such a project, as 30 years had passed since the OHD Register nomination was originally approved, and because a CLG has the responsibility to keep its Register inventory current. An application for funding was submitted to the SHPO in February 2017, and notification of the grant award was received in July. Heather Slane of HMW Preservation was awarded the contract to prepare the survey update, which was begun in January.

Based on an initial assessment by the SHPO, as many as 33 of the 205 buildings (16%) currently listed in the Registry as non-contributing structures could potentially be reclassified as contributing structures, causing future qualified rehabilitation expenses of these buildings to become eligible for tax credits. Also, additional buildings on the perimeter of the current boundaries of the federal district potentially could be included in the revised Registry and likewise become eligible for tax credits. The survey portion of the project has been completed and consists of the following:

- 210 Resources within the National Register Historic District
  - 6 have been demolished since 1986 (3 in the Main Street Local Historic District and 3 outside of the Local Districts)
- 71 Resources outside the National Register Historic District, but surveyed in 1986
  - 10 have been demolished since 1986

## 2018 ANNUAL REPORT of the OXFORD HISTORIC PRESERVATION COMMISSION (Continued)

- 180 Resources newly surveyed as part of this project
  - about 160 likely to be part of a district expansion
  - 10 neighborhoods (mid-1900s developments)

The narrative of the survey results is now in progress. The project will be completed by August.

- The Oxford HPC Welcome Program was commenced in August. HPC member Gary Weaver has visited new residents of the Oxford Historic Districts each month, to welcome them to Oxford and to let them know about the resources available to answer any questions they may have about changes or improvements to their property.
- Two (2) members attended a 6-hour training session, sponsored by the SHPO and hosted by the City of Sanford. Participation in SHPO training sessions enables the HPC to maintain its designation as a Certified Local Government (CLG), a designation awarded by the SHPO in September 2014 based on standards of performance achieved by the HPC. Topics covered in the training session included identification of architectural styles, use of substitute materials, Commission ethics and grant opportunities, as well as a review of the new State Historic Preservation Tax Credits and the Secretary of the Interior's *Standards for the Treatment of Historic Properties*.
- The 6th Annual HPC Stewardship Award, presented at this meeting in May 2017, and the HPC Photo Contest, with award winners announced in October 2017. Photo Contest categories included: Transformations, Vertical Architecture, Architectural Detail, and Photographer's Choice. The contest for the first time included a youth category (Architectural Detail), and the winning photographs were featured in the OPL.
- In October, the HPC approved the expansion of eligibility for its annual Stewardship Award, allowing projects that do not require a COA to self-nominate for the Award.
- On November 15<sup>th</sup>, the HPC hosted a Community Education Session at the Richard Thornton Library. This event was the first since November 2014. Mitch Wilds, the Restoration Services Branch Supervisor of the NC SHPO was the presenter. Mr. Wilds spoke on the topic of preservation techniques employing substitute materials. Evaluation responses indicated high satisfaction, with each metric scoring at 4 or above on a scale of zero to five, and survey comments included "Do it again, very informative."
- In November, a new and substantially improved HPC logo was adopted. The new logo is no longer in reverse type, which was impractical particularly in large scale. The new logo continues the use of cursive font for "Oxford" now nestled under a Queen Anne roofline and supported below by "Historic Preservation Commission" which is now in a serif font. These changes have made the presentation more appealing and readable.

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- In furtherance of its objective to engage with other activities in the civic life of the City, the HPC participated in the Lighting of the Green's event in December. HPC members and other volunteers provided home baked cookies to be handed out at the event and held a drawing for a red velvet holiday cake.
- In January, an update of the Frequently Asked Questions page of the HPC website was approved. Obsolete material was removed, additional material was included, and substantial editing and rearrangement of the sections have made the document more helpful to the reader.
- HPC officers were elected, and goals for the coming year were set, in January 2018. All members formally recommitted themselves to the HPC Code of Ethics, sections of which are read aloud at each regular meeting.

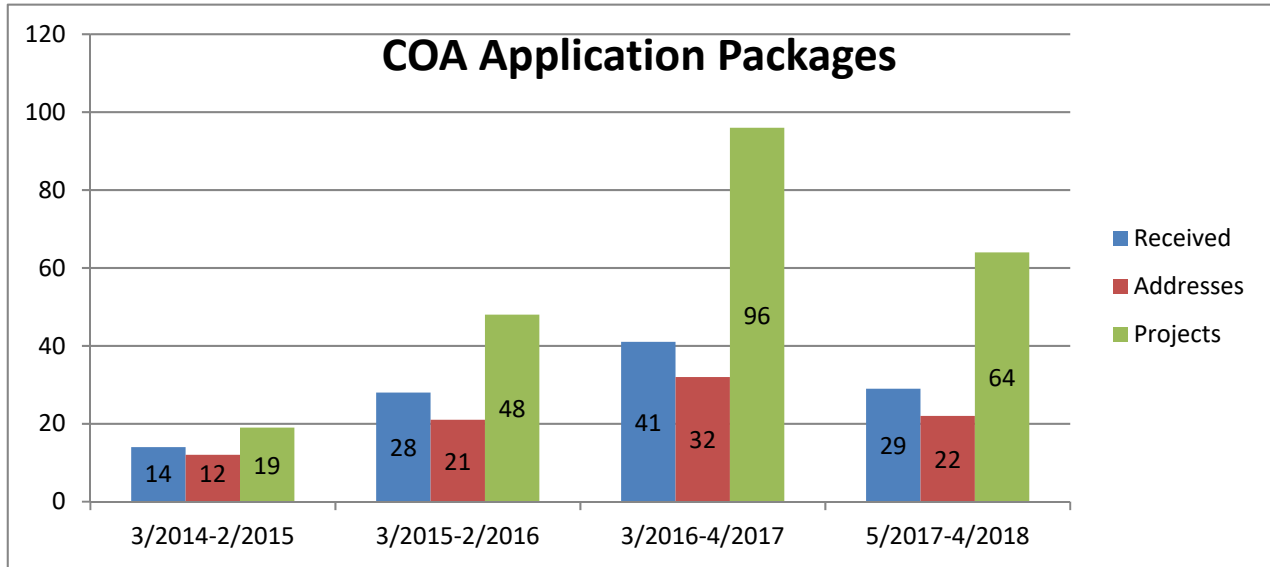
### HPC Goals for the coming year at this time include:

- Conducting the 7<sup>th</sup> Annual HPC Photo Contest, which is expanded this year to allow contest entries to be made throughout the summer. The contest will conclude with a reception event in October where the winners will be announced, and the winning photos displayed;
- Addition of a "property of the month" feature on the HPC website
- Addition of an online inventory of historic district properties on the HPC website, including photos and descriptions;
- Host a Community Education Session, open to also to residents of neighboring historic districts;
- Continuing:
  - Welcome Program introductions to new residents
  - Periodic "This Old House... Oxford" columns in the Oxford Public Ledger;
  - Participation in the Lighting of the Greens event;
- Completing the project to update the survey of properties eligible for nomination to the National Register of Historic Places, and commencement of the application process;
- Awarding the 7<sup>th</sup> Annual HPC Stewardship Award, in May 2018.

In closing, on behalf of the members of the HPC, I extend our gratitude to the Mayor and to the Commissioners, and to Planning Director Cheryl Hart, for your support in the preservation of the City's historic structures.

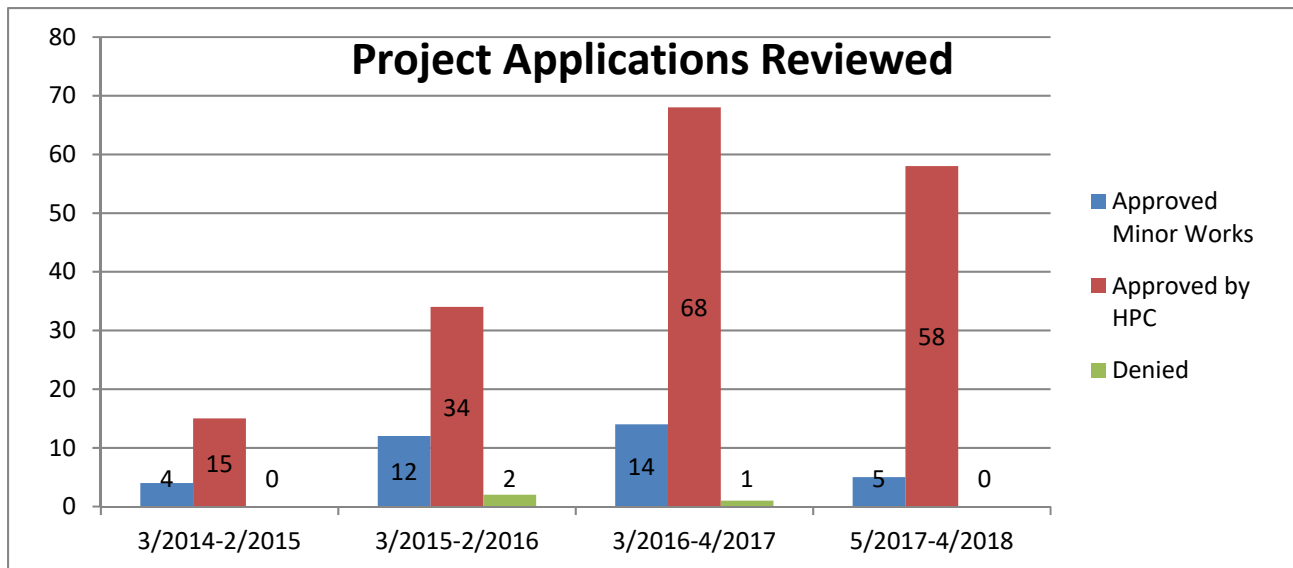
This the 8<sup>th</sup> day of May, 2018.

Anthony F. Armento, Chairman  
Oxford Historic Preservation Commission



Change from prior year:

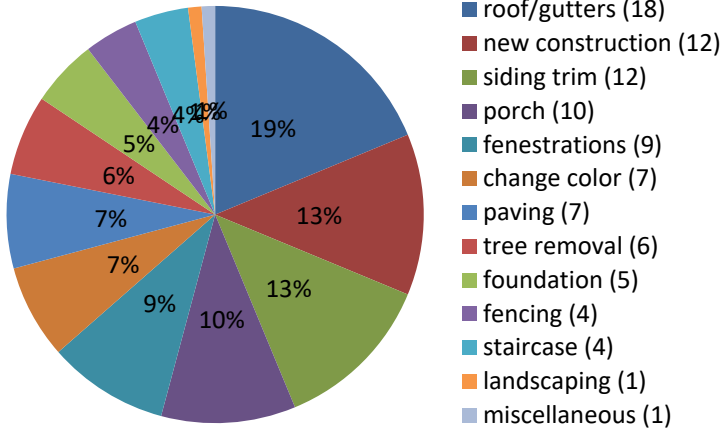
Received	100.0%	46.4%	-29.3%
Addresses	75.0%	52.4%	-31.3%
Projects	152.6%	100.0%	-33.3%



Approval

<u>Rate</u>	100.0%	95.8%	98.8%	100.0%
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### 2016-2017 Projects



### 2017-2018 Projects

