

**Historic Preservation Commission
Meeting Minutes
July 26, 2016
Special Called Meeting**

Call to Order	In Attendance	Absent	Guests
Made by: Tony Armento Time: 6:03 p.m.	Tony Armento-Chairman Rick Thomas-Vice-Chairman Kelly Collins Schram- Secretary Jayne Kirkpatrick Sharla Cronauer Marc Brooks Lu Anne Gilligan-Recording Secretary	Christine Sims-Treasurer Cheryl Hart-Planning Director	Mary Nell Woods- Applicant

COA APPLICATION REVIEW #1: Mary Nell Woods

Property Address:	115 W. McClanahan Street, Oxford, N.C.
Sworn stakeholders:	Mary Nell Woods
Property type:	Business
Project type:	Replace Roof

HPC Conflicts of Interest declared: None

Project Description	Factors Considered *	**	Outcome
<p>Ms. Woods would like to replace the roof with a CertainTeed product of like color (brown) asphalt architectural shingles which have a different dimension from the regular shingle she previously had on the business/house. Also any rotten wood will be replaced.</p>	Height of proposed Structure	N/A	<p>A motion was made by Kelly Collins to approve the COA as presented and it was seconded by Rick Thomas.</p> <p>The HPC voted unanimously to approve.</p>
	Setback/placement of structure	N/A	
	Exterior Construction Materials	C	
	Exterior Colors	C	
	Architectural Details	N/A	
	Roof (shape/form/materials)	C	
	Doors/Windows/Fenestrations	N/A	
	General form and proportion	C	
	Appurtenant fixtures	N/A	
	Structural Conditions	C	
	Trees	N/A	

* See attached HPC worksheet for full details of factors considered

** C = Congruent with Historic Aspects of Historic District

NC = Not Congruent with Historic Aspects of Historic District

NA = This project does not impact this factor

Topic	Discussion		Outcome
Motion to Adjourn	1st	2nd	Outcome
	Sharla Cronauer	Marc Brooks	By unanimous decision, the HPC voted unanimously to adjourn at 6:15 pm.

Date of Next Meeting: Thursday, August 18, 2016

Minutes Prepared by: Lu Anne Gilligan