



**HISTORIC PRESERVATION COMMISSION SPECIAL CALLED MEETING**  
**JULY 9, 2025 – 3:00 P.M.**  
**OAK RIDGE TOWN HALL**  
*(Held electronically via the Zoom platform)*

**MINUTES**

**Members Present**

Debbie Shoenfeld, Chair  
Barbara Engel, Vice Chair  
Brian Hall

**Staff Present**

Sandra Smith, Assistant Town Mgr./Town Clerk

**Members Absent**

Courtenay Harton  
Paul Carney  
Emma Millard, Alternate  
Emily Lockridge, Alternate

**1. CALL TO ORDER**

Chair Debbie Shoenfeld called the meeting to order at 3:07 p.m.

**2. APPROVE AGENDA**

*Barbara Engel made a motion to approve the agenda, and Brian Hall seconded. The motion was passed unanimously (3-0).*

**3. NEW BUSINESS**

Consideration/Approval of Historic Heritage Grant

Chair Debbie Shoenfeld introduced the Historic Heritage Grant request from Oak Ridge Military Academy for Phase II of the Maple Glade restoration project, which included the restoration of a porte-cochère at an estimated cost of \$8,000. She noted that the applicant had only recently become eligible to reapply, as a 30-day period following the completion of Phase I had been required, and that the request was being made for \$4,000. Shoenfeld added that she, along with Benjamin Briggs and David Hoggard, who comprised the grant review committee, had previously reviewed and approved the restoration plan.

Assistant Town Manager/Town Clerk Sandra Smith recommended reviewing the applicant's compliance with the terms and requirements of the first grant to confirm eligibility for the second. Shoenfeld reported that inspection of the first grant's scope had been successfully completed and that all supporting documentation had been submitted on time.

Barbara Engel expressed satisfaction with the results of the first phase.

Brian Hall stated his endorsement of the request and emphasized the importance of continuing support for the applicant.

*Brian Hall made a motion to approve the Historic Heritage Grant, and Barbara Engel seconded. The motion passed unanimously (3-0).*

**4. PUBLIC COMMENTS**

None

**5. ADJOURNMENT**

*Barbara Engel made a motion to adjourn the meeting at 3:13 p.m., and Chair Debbie Shoenfeld seconded. The motion passed unanimously (3-0).*

Respectfully Submitted:

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Sandra B. Smith, CMC, NCCMC  
Asst. Town Manager/Town Clerk

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Debbie Shoenfeld  
Chair