



**REGULAR MEETING MINUTES  
OF THE  
TULSA PRESERVATION COMMISSION**  
**Thursday, October 8, 2009, 11:00 a.m.**  
**175 E. 2<sup>nd</sup> Street, 10<sup>th</sup> Floor North Conference Room**  
**Tulsa, OK 74103**

- 1. Roll Call** – Secretary Paula Wood called the Regular Meeting to order at 11:05 a.m.

**Members Present:**

Secretary, Paula Wood, Professional Tulsa Public Schools Rep.;  
Robert Shears, Professional Landscape Architect;  
Charles Gilmore, Professional Developer;  
Kristen Bergman, Building Owner, Non-Residential;  
Anne Pollard, Community Group Resident;  
Pamela Curtis, Community Group Resident;  
Elizabeth A. Wright, Planning Commissioner;  
Jack Hodgson, Professional Real Estate Broker;  
Jim Turner, Community Group Resident;  
Bob Winchester, Professional Banker; &  
Matt King, Professional Architect;

**Members Absent:**

Chair, Barbara Smallwood;  
Vice-Chairman Bob Sober, Arts Commissioner; &  
Mary Lee Townsend, Professional Historian;

**Others Present:**

Patrick Boulden, Fannie Warrior, Amanda DeCort, Ed Sharrer, Jessica Brent, Martin Newman and Paul White.

**2. Approval of Minutes of Previous Meeting of Regular Meeting Minutes for September 10, 2009;**

Secretary Wood asked if anyone would like to make a motion to approve the Regular Meeting Minutes for September 10, 2009.

Commissioner Winchester made a motion to *approve* the Regular Meeting Minutes for September 10, 2009 with corrections. Commissioner King seconded.

Secretary Wood asked for roll call to be announced.

**By a show of hands, all "In Favor" of the motion to approve the regular meeting minutes of September 10, 2009 with corrections:**

- (1) Secretary Wood;
- (2) Charles Gilmore;
- (3) Jack Hodgson;
- (4) Jim Turner;
- (5) Bob Winchester;
- (6) Matt King;
- (7) Pamela Curtis;
- (8) Anne Pollard;
- (9) Robert Shears

**All Opposed:**

None.

**All Abstaining:**

None.

**All not present during this vote:**

- (10) Kristen Bergman; &
- (11) Elizabeth Wright;

The motion was **Approved Unanimously** by members present and voting.

**3. A. Historic Preservation Committee**

**1. Announcement of Conflict of Interest  
*Action Needed***

Secretary Wood asked the Commission if anyone had a conflict of interest with the Certificate of Appropriateness (COA) requests that have been brought before the

Commission today. No one responded to having a conflict of interest with any of the proposals.

**ii. Applications for Certificate of Appropriateness  
Vote Needed**

**1. 625 N. Cheyenne Avenue (Brady Heights)**

Applicant: Rich Hewitt

Request:

**I.** Replace deteriorated wood ogee trim below roof drip edge with synthetic (PVC) ogee trim; &

**II.** Install wood storm windows.

COA Subcommittee Complete Application Date:

Oct. 6, 2009

***APPROVED BOTH PARTS WITHOUT  
CONDITIONS***

Mr. Sharrer presented parts I & II of Rich Hewitt's Certificate of Appropriateness application to the Commission for a final review. Mr. Sharrer stated that Mr. Hewitt (part I) plans to replace the deteriorated wood ogee trim below the structure's roof drip edge with synthetic (PVC) ogee trim; and (part II) install wood storm windows on the structure.

Photographs and drawings were available for review and a slide presentation was shown of the structure in the Brady Heights Historic District.

Mr. Sharrer read the guidelines for both parts of Mr. Hewitt's proposal under *Restore* for this district.

Mr. Hewitt was unable to attend the meeting; but he had Paul White attend the meeting to represent his proposal before the Commission. Mr. White answered questions that were asked of him by the Commission.

Commissioner King gave the report of the recommendation from the COA Subcommittee on both parts of Mr. Hewitt's application.

Commissioner King stated that the COA Subcommittee considered parts I & II of Mr. Hewitt's application to be complete at the October 6, 2009 meeting. Commissioner King stated that the COA Subcommittee recommended by

a majority vote to *approve both parts* of Mr. Hewitt's proposal based on the appropriate design guidelines. Commissioner King stated that he would like to make a motion to *approve both parts* of Mr. Hewitt's application with no conditions. The motion was seconded by Commissioner Winchester.

After final review of this application, Secretary Wood asked for roll call to be announced.

**By a show of hands, all "In Favor" of the motion to approve both parts of Rich Hewitt's application without conditions:**

- (1) Secretary Wood;
- (2) Charles Gilmore;
- (3) Bob Winchester;
- (4) Matt King;
- (5) Pamela Curtis;
- (6) Anne Pollard;
- (7) Robert Shears;
- (8) Jim Turner;

**All Opposed:**

None.

**All Abstaining:**

None.

**All not present during this vote:**

- (9) Jack Hodgson;
- (10) Kristen Bergman; &
- (11) Elizabeth Wright;

The motion was **Approved Unanimously** by members present and voting.

***The Tulsa Preservation Commission Approved Both Parts of Rich Hewitt's proposal based on guidelines under Windows and Doors, Preferred Option and Second Preference for Restoring Existing Structures for the Brady Heights Historic District.***

**2. 1010 N. Denver Avenue (Brady Heights)**

Applicant: Jessica Brent

Request:

- I. Replace existing paneled front door with 3-light paneled door.
- II. Replace two slab doors on south elevation with two pairs of wood French doors.

COA Subcommittee Complete Application Date: Oct. 6, 2009

***APPROVED BOTH PARTS WITHOUT CONDITIONS***

Mr. Sharrer presented parts I & II of Jessica Brent's Certificate of Appropriateness application to the Commission for a final review. Mr. Sharrer stated that Ms. Brent (part I) plans to replace the existing paneled front door with a 3-light paneled door; and (part II) replace two slab doors on the south elevation of the structure with two pairs of wood French doors on her Dutch Colonial home.

Photographs and drawings were available for review and a slide presentation was shown of the structure in the Brady Heights Historic District.

Mr. Sharrer read the guidelines for both parts of Ms. Brent's proposal under *Restore* for this district.

Ms. Brent was present at the meeting and answered questions that were asked of her by the Commission. Ms. Brent was highly complimented by the Commission on the great job that she's planning to do to her house. The Commission was so impressed with Ms. Brent's proposal that some commissioners asked Ms. Brent if they could show her house to other future applicants to present as a model on windows and doors. Ms. Brent responded by stating that the Commission could use her house as a model on windows and doors.

Commissioner King gave the report of the recommendation from the COA Subcommittee on both parts of Ms. Brent's application.

Commissioner King stated that the COA Subcommittee considered parts I & II of Ms. Brent's application to be complete at the October 6, 2009 meeting. Commissioner King stated that the COA Subcommittee recommended by a unanimous vote to *approve both parts* of Ms. Brent's

proposal based on the appropriate design guidelines. Commissioner King stated that he would like to make a motion to *approve both parts* of Ms. Brent's application with no conditions. The motion was seconded by Commissioner Gilmore.

After final review of this application, Secretary Wood asked for roll call to be announced.

**By a show of hands, all "In Favor" of the motion to approve both parts of Jessica Brent's application without conditions:**

- (1) Secretary Wood;
- (2) Charles Gilmore;
- (3) Bob Winchester;
- (4) Matt King;
- (5) Pamela Curtis;
- (6) Anne Pollard;
- (7) Robert Shears
- (8) Jack Hodgson;
- (9) Jim Turner; &
- (10) Kristen Bergman;

**All Opposed:**

None.

**All Abstaining:**

None.

**All not present during this vote:**

- (11) Elizabeth Wright.

The motion was **Approved Unanimously** by members present and voting.

***The Tulsa Preservation Commission Approved Both Parts of Jessica Brent's proposal based on guidelines under Windows and Doors, Preferred Option and Second Preference for Restoring Existing Structures for the Brady Heights Historic District.***

**3. 1115 E. 16<sup>th</sup> Street (North Maple Ridge)**

Applicant: Robert Gallant

Request: Move door on east side of porch 38" to south, matching original lattice materials and detailing (proposed revision to COA issued April 10, 2008)

COA Subcommittee Complete Application Date:

Oct. 6, 2009

***APPROVED WITHOUT CONDITIONS***

Mr. Sharrer presented Mr. Robert Gallant's Certificate of Appropriateness application to the Commission for a final review. Mr. Sharrer stated that Mr. Gallant plans to move the door on the east side of the porch 38" to the south, matching the original lattice materials and detailing. Mr. Sharrer stated that Mr. Gallant believes that by moving the door that he would have better placement for his furniture in this room. He added that Mr. Gallant had proposed a revision to this Certificate of Appropriateness that was issued by the Commission on April 10, 2008.

Photographs and drawings were available for review and a slide presentation was shown of the structure in the North Maple Ridge Historic District.

Mr. Sharrer read the guidelines for Mr. Gallant's proposal under *Additions* for this district.

Mr. Gallant was unable to attend the meeting.

Commissioner King gave the report of the recommendation from the COA Subcommittee on Mr. Gallant's application.

Commissioner King stated that the COA Subcommittee considered Mr. Gallant's application to be complete at the October 6, 2009 meeting. Commissioner King stated that the COA Subcommittee recommended by a unanimous vote to *approve* Mr. Gallant's proposal based on the appropriate design guidelines. Commissioner King stated that he would like to make a motion to *approve* Mr. Gallant's application with no conditions. The motion was seconded by Commissioner Winchester.

After final review of this application, Secretary Wood asked for roll call to be announced.

**By a show of hands, all “In Favor” of the motion to approve Robert Gallant’s application without conditions:**

- (1) Secretary Wood;
- (2) Charles Gilmore;
- (3) Bob Winchester;
- (4) Matt King;
- (5) Pamela Curtis;
- (6) Anne Pollard;
- (7) Robert Shears
- (8) Jack Hodgson;
- (9) Jim Turner; &
- (10) Kristen Bergman;

**All Opposed:**

None.

**All Abstaining:**

None.

**All not present during this vote:**

- (11) Elizabeth Wright.

The motion was **Approved Unanimously** by members present and voting.

***The Tulsa Preservation Commission Approved Robert Gallant’s proposal based on guidelines under Porches, 1.4.1 for Additions To Existing Structures for the North Maple Ridge Historic District.***

**4. 1129 N. Cheyenne Avenue (Brady Heights)**

Applicant: Patricia Taylor

Request: Remove non-original front porch railing and construct new front porch railing.

COA Subcommittee Complete Application Date: Oct. 6, 2009

***DENIED***

Mr. Sharrer presented Patricia Taylor’s Certificate of Appropriateness application to the Commission for a final review. Mr. Sharrer stated that Ms. Taylor has already installed the new front porch railing that she is proposing. Mr. Sharrer stated that Ms. Taylor removed the non-original front porch railing and replaced it with the existing new front porch railing.



Mr. Sharrer presented a 2001 picture of Ms. Taylor's home to the committee showing a front porch railing of a different design.

Photographs and drawings were available for review and a slide presentation was shown of the structure in the Brady Heights Historic District.

Mr. Sharrer verbally read the guidelines for this proposal under *Restore* for this district.

Ms. Taylor was unable to attend the meeting.

The Commission believes that the railing Ms. Taylor has already installed on the porch is inappropriate for the style of the home due to its height and design.

Commissioner King gave the report of the recommendation from the COA Subcommittee on Ms. Taylor's application.

Commissioner King stated that the COA Subcommittee considered Ms. Taylor's application to be complete at the October 6, 2009 meeting. Commissioner King stated that the COA Subcommittee recommended by a unanimous vote to *deny* Ms. Taylor's proposal based on the appropriate design guidelines. Commissioner King stated that he would like to make a motion to *deny* Ms. Taylor's application. The motion was seconded by Commissioner Curtis.

After final review of this application, Secretary Wood asked for roll call to be announced.

**By a show of hands, all "In Favor" of the motion to deny Patricia Taylor's application:**

- (1) Secretary Wood;
- (2) Charles Gilmore;
- (3) Bob Winchester;
- (4) Matt King;
- (5) Pamela Curtis;
- (6) Anne Pollard;
- (7) Robert Shears
- (8) Jack Hodgson;
- (9) Jim Turner; &
- (10) Kristen Bergman;

**All Opposed:**

None.

**All Abstaining:**

None.

**All not present during this vote:**

(11) Elizabeth Wright.

The motion was **Approved Unanimously to Deny** by members present and voting.

***The Tulsa Preservation Commission Denied Patricia Taylor's proposal based on guidelines under Porches, Second Preference, Paragraph #1 for Restoring Existing Structures for the Brady Heights Historic District.***

**4. Committee Reports**

**A. Rules & Regulations Committee**

Rules & Regulations Committee Chairman Charles Gilmore reported that the six pages of the Rules & Regulations Procedures that had been given to them last month that he would like to postpone voting on the amendments until next month. Chairman Gilmore stated that the committee will continue its work on the plan/book next week on Thursday, October 15<sup>th</sup> at 3:00 p.m.

**B. Outreach Committee**

Outreach Committee Chairperson Kristen Bergman reported that the committee will meet next Thursday, October 15, 2009 at Elote at 11:30 a.m.

**5. Chair Report**

Secretary Wood reported that Chair Smallwood asked her to please announce the sad news of the passing of John Hill a week ago on October 1, 2009. She read a very moving and emotional letter about Mr. Hill that Chair Smallwood had provided. The letter mentioned all the great accomplishments that Mr. Hill had succeeded in life; how he touched so many people's lives in a positive manner; and how he will be truly missed.

Secretary Wood read the resignation letter of Commissioner Breniss O'Neal dated September 17, 2009 that Commissioner O'Neal had previously sent to Mayor Kathy Taylor.

Secretary Wood moved to agenda item 7., under the Absence Report stating that it has been brought to her attention that there were six (6) members on the Board who have missed four (4) meetings this calendar year. She stated that according to Rules and Regulations Governing Procedure of the Tulsa Preservation Commission, Article IX Meetings, Section 7, under Attendance that no member shall be absent from more than four (4) Preservation Commission meetings (including regular and special meetings) during the 2009 calendar year. Upon failure of a member to meet these attendance standards, the Chair shall be authorized to make a written recommendation to the Mayor and City Council requesting the member be removed from the Preservation Commission. The Preservation Commission may grant exceptions in cases of illness conditions beyond the control of the member, as judged by a majority vote of members present during a regular meeting. Formal excused absences may be approved only for those absences in excess of four (4) during any calendar year. It shall be the responsibility of a member to request an excused absence.

Secretary Wood announced the six (6) Board members who have missed four (4) regular/special meetings this calendar year of 2009 are:

- Chair Barbara Smallwood;
- Jim Turner, Community Group Resident;
- Elizabeth Wright, Planning Commissioner;
- Jack Hodgson, Professional Real Estate Broker;
- Bob Winchester, Professional Banker; &
- Robert Shears, Professional Landscape Architect.

## **6. Staff Report**

The October staff report was distributed to the members prior to the meeting.

Ms. DeCort reported that the Tulsa Downtown Survey has been completed; and the release of the Downtown Survey results will be announced on October 30<sup>th</sup> at 10:00 a.m., venue TBD. The Commission applauded.

## **7. Absence Report**

Secretary Wood reported the Absence Report under Chair Report.

**8. New Business**

*Under the Open Meeting Act, this agenda item is authorized only for matters not known about or which could not have been reasonably foreseen prior to the time of posting the agenda or any revised agenda.*

Commissioner Bergman volunteered to have the 2009 Tulsa Preservation Commission Christmas Party at her house in December.

Mr. Sharrer announced that Vice-Chair Bob Sober will be sponsoring an art exhibit of his collectable oil paintings at the Circle Cinema on Thursday, October 29, 2009 from 5:30 – 7:30 p.m. He encouraged everyone to attend.

**9. Other Business**

*This agenda item is reserved for public comment or presentations to the TPC.*

- A. Preservation Easement for 7007 S. Delaware Place –  
Martin Newman  
*Vote Needed*

Prior Tulsa Preservation Commissioner Martin Newman asked the Commission to please review the preservation easement of the Ward Home at 7007 S. Delaware Place. He stated that the architectural façade easement property is made between him and the City of Tulsa. Mr. Newman would like to preserve this house on the 1.7 acres of land as if it was in an historic preservation (hp) zoned area.

Mr. Newman was proud to announce that the Ward Home constitutes a historic property within the context of Tulsa's history and is soon to be eligible for the National Register of Historic Places maintained by the United States Department of the Interior. Mr. Newman asked the Commission to please approve today the Architectural Façade Easement at 71<sup>st</sup> Street and Delaware Place.

The Commission's Legal Advisor Patrick Boulden stated that exhibits A, B and C comply with the requirements of the easement that Mr. Newman has presented to the Board regarding the Preservation Easement for 7007 S. Delaware Place.

Secretary Wood asked if anyone would like to make a motion considering the approval of the Preservation Easement at 7007 S. Delaware Place.

Commissioner King made a motion to approve the Preservation Easement at 7007 S. Delaware Place. Planning Commissioner Wright seconded the motion.

**By a show of hands, all “In Favor” of the motion to approve the Preservation Easement at 7007 S. Delaware Place:**

- (1) Secretary Wood;
- (2) Charles Gilmore;
- (3) Bob Winchester;
- (4) Matt King;
- (5) Pamela Curtis;
- (6) Anne Pollard;
- (7) Robert Shears
- (8) Jack Hodgson;
- (9) Jim Turner;
- (10) Kristen Bergman; &
- (11) Elizabeth Wright.

**All Opposed:**

None.

**All Abstaining:**

None.

**All not present during this vote:**

None.

The motion was **Approved Unanimously** by members present and voting.

- B. Hazard Mitigation Plan – David Breed  
*Vote Needed*

Secretary Wood announced that Mr. Breed was unable to attend the meeting.

**10. Adjournment**

There being no other business, Secretary Wood adjourned the meeting at 12:15 p.m. The Regular Tulsa Preservation Commission Meeting of October 8, 2009 was recorded; and the Meeting Minutes for this meeting were transcribed by Fannie Warrior.

*Note: Please notify Mrs. Warrior by e-mail at [Fwarrior@ci.tulsa.ok.us](mailto:Fwarrior@ci.tulsa.ok.us) that you have received the information forwarded to you. Project plans will be available at the Planning Department office for review.*

*K:/Planning/FW/MINS10 08 2009R TPC  
Minutes Approved by TPC on*