



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**Thursday, January 13, 2011, 11:00 a.m.**  
City Hall @ One Technology Center, 175 E. 2<sup>nd</sup> Street  
10<sup>th</sup> Floor North Conference Room

THE AGENDA FOR THIS MEETING WAS POSTED AT THE OFFICE OF THE TULSA CITY CLERK, 175 EAST SECOND ST., TULSA OKLAHOMA, IN COMPLIANCE WITH THE OPEN MEETING ACT ON JANUARY 11, 2011 AT 12:34 PM.

### A. Opening Matters

#### 1. Call to Order and Verification of Quorum

Chairman King called the Regular Meeting to order at 11:02 a.m.

##### Members Present

Matt King, Chairman  
Kristen Bergman, Vice-Chair  
Robert Shears, Secretary  
Pamela Curtis  
Jack Hodgson  
Susan McKee  
Anne Pollard\*  
Barbara Smallwood  
Bob Sober  
Mary Lee Townsend  
Jim Turner\*

##### Members Absent

Charles Gilmore  
Bob Winchester  
Elizabeth Wright

##### Staff Present

Patrick Boulden, Amanda DeCort, Ed Sharrer  
\* Arrived late

#### 2. Approval of Regular Meeting Minutes of December 9, 2010

Commissioner Bergman made a motion to approve the Regular Meeting Minutes for December 9, 2010. Commissioner Townsend seconded. Chairman King called for a vote on the motion. The motion was approved unanimously by members present.

**In Favor**

- 1. Bergman
- 2. Curtis
- 3. Hodgson
- 4. King
- 5. McKee
- 6. Shears
- 7. Smallwood
- 8. Sober
- 9. Townsend

**Opposed**

None

**Abstaining**

None

**Not Present**

- 1. Pollard
- 2. Turner

**3. Disclosure of Conflicts of Interest**

No one reported a conflict of interest with the proposals on the agenda.

**B. Actionable Items**

**1. COA-11-001 / 1815 S. Quincy Avenue (Swan Lake)**

Applicant: Tom Neal

*Application Date: January 6, 2011*

Request: Construct a second-floor addition to southeast corner of house (within existing footprint) according to plans submitted.

Mr. Sharrer presented Mr. Neal’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Neal was present to answer questions. Commissioner Townsend made a motion to approve the application with no conditions. Commissioner Townsend seconded the motion. Chairman King asked for a vote on the motion.

Vote: 1815 S. Quincy Avenue, Neal

**In Favor**

- 1. Bergman
- 2. Curtis
- 3. Hodgson
- 4. King
- 5. McKee
- 6. Pollard
- 7. Shears
- 8. Smallwood
- 9. Sober
- 10. Townsend

**Opposed**

None

**Abstaining**

None

**Not Present**

- 1. Turner

The motion was **Approved Unanimously** by members present and voting.  
Swan Lake Guidelines cited: B1.0.1 - B1.0.4, B1.2.1, B1.2.2, B1.3.1, B1.3.2

**2. COA-11-002 / 1351 E. 19<sup>th</sup> Street (Swan Lake)**

Applicant: Dru Meadows

*Application Date: January 13, 2011*

**Work begun prior to COA application**

Request: Construct a multi-tiered concrete block retaining wall and concrete steps in front yard.

Mr. Sharrer presented Ms. Meadow's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Ms. Meadows and Mr. Charles Bell were present to answer questions. After discussion, Chairman King made a motion to approve the application with no conditions. Commissioner Townsend seconded the motion. Chairman King asked for a vote on the motion.

Vote: 1351 E. 19<sup>th</sup> Street, Meadows

**In Favor**

1. Bergman
2. Curtis
3. Hodgson
4. King
5. McKee
6. Pollard
7. Shears
8. Smallwood
9. Sober
10. Townsend

**Opposed**

None

**Abstaining**

1. Turner

**Not Present**

None

The motion was **Approved by Majority** by members present and voting.  
Swan Lake Guidelines cited: C1.1.5

**3. National Register Nominations**

**a. How to Review a National Register Nomination**

Lynda Schwan, Architectural Historian with the Oklahoma State Historic Preservation Office, gave a presentation to the Commission on reviewing National Register Nominations.

**b. National Register Nomination – Cities Service Station #8**

Cathy Ambler, Preservation Consultant, gave a presentation on Cities Service Station #8, located just west of the 11<sup>th</sup> Street Bridge crossing the Arkansas River on the former alignment of Route 66. Ms. Ambler

noted that the property is the only Cities Service Station left in Tulsa. Her presentation showed before and after photographs of the recent restoration work.

Commissioner Smallwood made a motion to find Cities Service Station #8 eligible for the National Register of Historic Places and forward the nomination to the State Historic Preservation Office. Commissioner Pollard seconded the motion. Chairman King asked for a vote on the motion.

Vote: Cities Service Station #8

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Curtis			
3. Hodgson			
4. King			
5. McKee			
6. Pollard			
7. Shears			
8. Smallwood			
9. Sober			
10. Townsend			
11. Turner			

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

## C. Reports

### 1. Staff Report

Ms. DeCort distributed the staff report at the meeting. She asked the Commission to select a date for the Annual Retreat. The retreat was scheduled for Saturday, January 29, 9:00am – noon, at Commissioner Turner’s offices at 320 South Boston, 12<sup>th</sup> floor.

### 2. Chair Report

Chairman King announced the committee assignments for 2011, which were distributed to the Commission by email prior to the meeting. He asked that if any Commissioners would like a different committee assignment to please contact him.

### 3. Committee Reports

#### a. Rules & Regulations

Commissioner Townsend reported that the committee would soon begin its annual review of the Rules & Regulations. She said that this year there

will be several edits in order to be consistent with the recently revised Historic Preservation Ordinance. Townsend asked the Commission to send any suggested changes to the Rules to her or Ms. DeCort via email.

**b. Outreach**

Commissioner Bergman reported that the committee continues to work with the Implementation Committee on updating the Design Guidelines.

**c. Implementation**

Commissioner Smallwood reported that the Design Guidelines committee will meet on January 20 at noon on the 10<sup>th</sup> floor of City Hall.

**D. New Business**

None.

**E. Announcements and Future Agenda Items**

Glen Roberson, Certified Local Government Program Director at the Oklahoma State Historic Preservation Office, invited the Commission to attend the annual Statewide Preservation Conference, June 8-10, in Guymon. As always, there will be special sessions designed for Preservation Commissioners. Mr. Roberson noted that this year representatives from the National Alliance of Preservation Commissions and preservationists from the Four Corners area would be in attendance.

Mr. Roberson also announced that he would soon hear how much Federal money is being appropriated to CLG programs for the next fiscal year. In early February, he will contact Ms. DeCort to notify her of the amount of Tulsa's appropriation.

Mr. Roberson closed his comments by thanking all the Commissioners for their time volunteering to serve on the Commission.

**F. Adjournment**

Chairman King adjourned the meeting at 12:28 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of January 13, 2011 were recorded. The meeting minutes were transcribed by Ed Sharrer. Minutes approved by the TPC on February 22, 2011.