



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**Tuesday, July 26, 2011, 4:30 p.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 JULY 22, 2011 AT 3:45 PM.

### A. Opening Matters

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

Chairman King called the Regular Meeting to order at 4:30 p.m.

##### Members Present

Matt King, Chairman  
Kristen Bergman, Vice-Chair  
Charles Gilmore  
Susan McKee  
Anne Pollard  
Barbara Smallwood  
Mary Lee Townsend  
Jim Turner

##### Members Absent

Robert Shears, Secretary  
Jack Hodgson

##### Staff Present

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

#### 2. Approval of Regular Meeting Minutes of July 14, 2011

Commissioner McKee made a motion to approve the Regular Meeting Minutes for July 14, 2011. Commissioner Pollard seconded. Chairman King called for a vote on the motion. The motion was approved by majority of members present.

**In Favor**

- 1. Bergman
- 2. Gilmore
- 3. McKee
- 4. Pollard
- 5. Smallwood

**Opposed**

None

**Abstaining**

- 1. King
- 2. Townsend
- 3. Turner

**Not Present**

None

**3. Disclosure of Conflicts of Interest**

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

**B. Actionable Items**

**1. COA-11-036 / 305 E. 19<sup>th</sup> Street (North Maple Ridge)**

Applicant: Jack Arnold, AIA

COA Subcommittee Review Date: July 19, 2011

Request: Construct one-story addition to rear elevation of house according to plans submitted.

Mr. Sharrer presented Mr. Arnold's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Arnold was present at the meeting to answer questions.

Mr. Sharrer read the COA Subcommittee report to the Commission. The COA Subcommittee found the application to be complete and recommended approval. 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: 305 E. 19<sup>th</sup> Street

**In Favor**

- 1. Bergman
- 2. Gilmore
- 3. King
- 4. McKee
- 5. Pollard
- 6. Smallwood
- 7. Townsend

**Opposed**

- 1. Turner

**Abstaining**

None

**Not Present**

None

The motion was **Approved by Majority** of members present and voting.

North Maple Ridge Guidelines cited: B.1.0.1 - B1.0.3, B1.2.1, B1.2.2, B1.3.2

## C. Reports

### 1. Staff Report

Ms. DeCort reported that she traveled to Oklahoma City the previous Friday to address the Tax Credit Task Force of the Oklahoma State Legislature. She made the trip with Delise Tomlinson of the Tulsa Metro Chamber. Ms. DeCort reported that so many developers and preservation leaders attended, that the meeting had to be moved to a larger room in the House Chamber.

The Task Force is currently reviewing all tax credits offered at the state level for their effectiveness, including the State Historic Rehabilitation Tax Credit. Ms. DeCort reported that she would continue working with local developers and the Chamber to communicate the economic benefits of the historic tax credit to the Task Force.

Mr. Boulden reported to the Commission that he had accepted the position of City Attorney for the City of Bixby. His last day at the City of Tulsa will be Friday, August 12. Many Commission members expressed that they were sorry to see him go, but thanked him for his service and wished him well in his new position.

### 2. Chair Report

Chairman King reported that Bill Leighty would serve as the Ex-Officio member representing the Tulsa Metropolitan Area Planning Commission starting in August.

King also invited the Commission and guests to the public presentation of findings by the Preservation Leadership Training Advanced class on Saturday, August 13 at 10:00am at Joe Momma's Restaurant, 112 South Elgin Avenue.

### 3. Committee Reports

#### a. Rules & Regulations

Commissioner Gilmore asked for comments and feedback on the draft of the updated Rules & Regulations. Commissioner Bergman offered many suggested edits throughout the document. Other items discussed include who bears cost of mailings in the case of a request to amend or remove a Historic Preservation Zoning District, consistent use of the word "district" rather than "neighborhood", and calculating non-respondents during the balloting process for creating Historic Preservation Zoning Districts.

Commissioner Gilmore thanked the Commission and members of the public for their input. He said the committee would revise the draft and distribute it prior to the next TPC meeting on August 11.

**b. Outreach**

Commissioner Bergman reported that the committee would meet on Thursday, July 28th at 9:00 at Topeca in the Mayo Hotel. She reported that the committee is accepting nominations for the 2011 TPC Preservation Awards. Nominations are due August 17<sup>th</sup>. Awards will be presented at the TPC Open House on Saturday, September 10<sup>th</sup>. Nomination forms are available on the TPC website.

**c. Design Guidelines**

Commissioners Bergman and Smallwood asked for comments on the draft of the Unified Design Guidelines. Few comments were made. Many of the Commission members complimented the committee on its work.

Ms. DeCort reviewed the proposed schedule for meeting with the five HP Zoned neighborhoods to solicit their input on the draft.

Commissioner Bergman encouraged the Commission members to forward any additional comments to staff. On August 11, the Commission will vote on whether to approve the draft as the first draft to use when meeting with the neighborhoods.

**D. New Business**

None.

**E. Announcements and Future Agenda Items**

None.

**F. Adjournment**

Chairman King adjourned the meeting at 6:09 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of July 26, 2011 were recorded. The meeting minutes were transcribed by Ed Sharrer. Minutes approved by the TPC on August 11, 2011.