



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

TUESDAY, APRIL 24, 2012, 4:30 PM

City Hall @ One Technology Center, 175 E. 2nd Street
10th Floor North Conference Room

THE AGENDA FOR THIS MEETING WAS POSTED AT THE OFFICE OF THE TULSA CITY CLERK, 175 EAST SECOND STREET, TULSA, OKLAHOMA, IN COMPLIANCE WITH THE OPEN MEETING ACT, ON APRIL 20, 2012 AT 10:33 A.M.

A. Opening Matters

1. Call to Order and Verification of Quorum

Chairman Bergman called the Regular Meeting to order at 5:00 p.m.

Members Present

Kristen Bergman, Chairman
Robert Shears, Vice-Chair
Susan McKee, Secretary
Jack Hodgson*
Mary Lee Townsend

Members Absent

David Blackburn
Jim Turner
Matt King
Barbara Smallwood
Brandon Perkins, ex officio

**Arrived late*

Staff Present

Attorney Bob Edmiston, Monty McElroy

Others Present

Jim Stanton; Tim Williams.

2. Approval of Regular Meeting Minutes of April 12, 2012

Commissioner McKee made a motion to approve the Regular Meeting Minutes for April 12, 2012. Commissioner Townsend seconded. Chairman Bergman called for a vote on the motion. The motion was approved unanimously.

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Hodgson			
3. McKee			
4. Shears			
5. Townsend			

3. Disclosure of Conflicts of Interest

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

B. Actionable Items

1. COA-12-014 / 305 E. 19th Street (North Maple Ridge)

Applicant: Jack Arnold

COA Subcommittee Review Date: April 17, 2012

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

Monty McElroy presented Mr. Arnold's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Jim Stanton was present to answer questions for Jack Arnold.

Commissioner Hodgson read the COA Subcommittee Report. The Subcommittee found the application to be complete and recommended approval.

Commissioner Townsend made a motion to approve the application. Commissioner Shears seconded the motion. Chairman Bergman asked for a vote on the motion.

Vote: 305 E. 19th Street

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Hodgson			
3. McKee			
4. Shears			
5. Townsend			

The motion was **Approved Unanimously** by members present and voting. Guidelines cited: B1.0, 1.0.1, 1.0.2, 1.0.3; B1.2, 1.2.1, 1.2.2, B1.3, 1.3.2.

2. COA-12-015 / 217 W. Latimer Street (Brady Heights)

Applicant: Tim Williams

COA Subcommittee Review Date: n/a

Request:

1. Install aluminum-clad wood windows in original openings.
2. Repair original wood front middle door and replace two non-original front doors with wood doors similar in style to original.

3. Fill non-original window opening in lower west wall and non-original vent opening on lower east wall with matching brick.

Monty McElroy presented Mr. Williams' Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Williams was present to answer questions.

Commissioner Townsend made a motion to approve the application. Commissioner Shears seconded the motion. Chairman Bergman called for a vote on the motion.

Vote: 305 E. 19th Street

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Hodgson			
3. McKee			
4. Shears			
5. Townsend			

The motion was **Approved Unanimously** by members present and voting. Guidelines cited: General Guidelines for Restoring Existing Structures; Windows and Doors, Preferred Option, 1.; Windows and Doors, Second Preference, 1., 2.

3. Caveat to be filed for HP Zoned Properties

Attorney Bob Edmiston presented Commissioners with final drafts of separate Caveats for each Historic District to be filed in the County Clerk's Office. These will give notice of Historic Preservation Zoning and appear in the records of property owners when abstracts are brought to date. It was brought to the attention of Mr. Edmiston that there may be an error in one of the legal descriptions. He will research to verify the correct legal description before recording the caveat in question.

Commissioner Townsend made a motion to approve the Caveats and to authorize the staff to file them in the County Clerk's Office with the provision that if the single legal description needs revision, Mr. Edmiston will do so. Commissioner Shears seconded the motion. Chairman Bergman asked for a vote on the motion.

Vote: Caveat to be filed for HP Zoned Properties

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Hodgson			
3. McKee			
4. Shears			
5. Townsend			

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

4. Amendment to Unified Design Guidelines Final Drafts

Commissioners discussed Section G.1.5 of the Guidelines. The guideline currently reads "Use wall materials that are consistent with the historic walls found along the same

street and within the district." Conversation centered around the next sentence of the guideline: "Cinder block, concrete block, corrugated metal, and railroad ties are not allowed." The addition of "modern segmental retaining wall systems" to this list of non-allowed materials was discussed, but others on the Commission would like this product to be considered on a case-by-case basis. Commissioners decided to table the amendment until the next meeting for further discussion.

Commissioner Shears made a motion to **Table the Amendment** until the next meeting. Commissioner Townsend seconded the motion. Chairman Bergman asked for a vote on the motion.

Vote: Table Amendment to Unified Design Guidelines Final Drafts

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Hodgson			
3. McKee			
4. Shears			
5. Townsend			

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

C. Reports

1. Staff

Monty McElroy reported that the recent window workshop held April 20 and 21 was a huge success. Amanda DeCort brought back master carpenter Bob Yapp to host the workshop.

2. Chair

No report

3. Committees

a. Rules and Regs: no report

b. Outreach: no report

c. Design Guidelines: TMAPC's hearing of the Unified Design Guidelines will be July 11.

D. New Business

None

E. Announcements and Future Agenda Items

Add to next meeting agenda Amendment to Unified Design Guidelines Final Drafts

F. Adjournment

Chairman Bergman adjourned the meeting at 5:33 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of April 24, 2012 were recorded. The meeting minutes were transcribed by Monty McElroy. Minutes approved by the TPC on May 10, 2012.