



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**THURSDAY, JULY 12, 2012, 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 STREET, TULSA, OKLAHOMA, IN COMPLIANCE WITH THE OPEN MEETING ACT, ON JULY 10, 2012 AT 2:41 P.M.

### A. Opening Matters

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

Vice Chair Shears called the Regular Meeting to order at 11:01 a.m.

##### Members Present

Kristen Bergman, Chair\*  
Susan McKee, Secretary  
Robert Shears, Vice-Chair\*\*

David Blackburn  
Barbara Smallwood  
Mary Lee Townsend  
Jim Turner\*

\*Arrived late  
\*\* Left early

##### Members Absent

Jack Hodgson  
Matt King

##### Ex-Officio Present

Brandon Perkins

##### Staff Present

Amanda DeCort, Attorney Bob Edmiston, Monty McElroy

##### Others Present

Mike Hoffman, Andrea Koenig, Ken Sparks

#### 2. Approval of Regular Meeting Minutes of June 14, 2012

Commissioner Townsend made a motion to approve the Regular Meeting Minutes for June 14 with minor corrections. Vice Chair Shears seconded. Chairman Bergman called for a vote on the motion. The motion was approved by a majority of members present.

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

### 3. Disclosure of Conflicts of Interest

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

## B. Actionable Items

### 1. COA-12-024 / 231 E. 20<sup>th</sup> Street (North Maple Ridge)

Applicant: Scott Burnett

COA Subcommittee Review Date: None

Request:

1. Replace existing vinyl siding with vinyl solid core insulated siding.
2. Replace existing vinyl siding on front porch columns and knee wall with shake-style vinyl siding.
3. Replace most existing original windows with new vinyl windows with exterior muntin to match existing sizes and muntin patterns.

Monty McElroy presented Mr. Burnett's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mike Hoffman, appearing for Mr. Burnett, was present to answer questions.

There was considerable discussion among Commissioners regarding whether the guidelines applied to the original stucco siding or to the existing vinyl siding.

Commissioners discussed at length the size of the 7" reveal of the proposed vinyl siding, which was larger than the existing siding of approximately 4½". Mr. Hoffman stated that a 6" reveal with similar qualities was also available.

Commissioner Townsend made a motion to approve the replacement of the existing vinyl siding with vinyl solid core insulated siding with a 7" reveal for Part 1 of the Request. Commissioner Turner seconded the motion. Chairman Bergman asked for a vote on the motion.

**Vote: 231 E. 20<sup>th</sup> Street (North Maple Ridge), Part 1**

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

The motion failed. North Maple Ridge Guidelines cited and discussed: Building Wall Materials 1.1.1, 1.1.2, 1.1.3, 1.1.4. North Maple Ridge Guidelines not cited, but discussed: General Requirements 1.0.3.

Commissioner Townsend made a motion to approve the replacement of the existing vinyl siding with vinyl solid core insulated siding with a 6" reveal for Part 1 of the Request. Commissioner Shears seconded the motion. Chairman Bergman asked for a vote on the motion.

**Vote: 231 E. 20<sup>th</sup> Street (North Maple Ridge), Part 1**

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

The motion was **Approved** by a majority of the members present. North Maple Ridge Guidelines cited: Building Wall Materials 1.1.1, 1.1.2, 1.1.3, 1.1.4.

Commissioners then discussed Part 2 of the Request to replace the existing vinyl siding on the front porch columns and knee wall with shake-style vinyl siding.

Commissioners discussed the proposal and felt that it would be more appropriate to replace the existing siding with something other than what was proposed. It was suggested to Mr. Hoffman that he bring back another proposal in the future after further research.

Commissioners noted that front porch columns did not traditionally include any siding, but were typically plain.

Commissioner Townsend made a motion to deny Part 2 of the Request. Commissioner Blackburn seconded the motion. Chairman Bergman asked for a vote on the motion.

**Vote: 231 E. 20<sup>th</sup> Street (North Maple Ridge), Part 2**

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

The motion to Deny was **Approved**. North Maple Ridge Guidelines cited: Building Wall Materials 1.1.1, 1.1.2, 1.1.3, 1.1.4.

Commissioners then discussed Part 3 of the Request for replacement of existing original windows with new vinyl windows.

Commissioner Townsend made a motion to approve Part 3 of the Request. Commissioner Smallwood seconded the motion. Chairman Bergman asked for a vote on the motion.

**Vote: 231 E. 20<sup>th</sup> Street (North Maple Ridge), **Part 3****

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

The motion was **Approved** by a majority of the members present. North Maple Ridge Guidelines cited: Windows and Doors 1.2.1, 1.2.3, 1.2.4, 1.2.6.

**2. COA-12-025 / 729 N. Cheyenne Avenue (Brady Heights)**

Applicant: Olivia Ray

COA Subcommittee Review Date: None

Work started prior to COA application

Request:

1. Construct 4' wooden picket fence along front and side yards with a metal, gated, arched arbor at front sidewalk entrance.

Monty McElroy presented Ms. Ray's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Ms. Ray was unable to attend.

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

**Vote: 729 N. Cheyenne Avenue (Brady Heights)**

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

The motion was **Approved** by a majority of members present. Brady Heights Guidelines cited: Building Site 6.

**3. COA-12-026 / 1635 E. 17<sup>th</sup> Place (Swan Lake)**

Applicant: Guy and Stephanie de Verges

COA Subcommittee Review Date: None

Request:

1. Install fabric awnings over three exterior doors and one window.

Monty McElroy presented Mr. and Mrs. de Verges's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. and Mrs. de Verges were unable to attend.

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

**Vote: 1635 E. 17<sup>th</sup> Place (Swan Lake)**

<b><u>In Favor</u></b>	<b><u>Opposed</u></b>	<b><u>Abstaining</u></b>	<b><u>Not Present</u></b>
1. Bergman	None	None	1. Shears
2. Blackburn			
3. McKee			
4. Smallwood			
5. Townsend			
6. Turner			

The motion was **Approved Unanimously** by members present. Swan Lake Guidelines cited: A1.0.1, A1.2.7.

**4. COA-12-027/ 2012 E. 17<sup>th</sup> Place (Yorktown)**

Applicant: Andrea Koenig

COA Subcommittee Review Date: None

Work started prior to COA application

Request:

1. Construct two-rail wooden fence at front driveway.

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

Commissioners discussed the request and determined that they would have to vote to deny under the current guidelines for the district. If the new Unified Design Guidelines are approved, fences in front yards in the district would be allowed. Commissioners suggested that the request be continued until after the passage of the Unified Design Guidelines.

Commissioner Blackburn made a motion to continue the application to a later date following the passage of the Unified Design Guidelines. Commissioner Smallwood seconded the motion. Chairman Bergman asked for a vote on the motion.

**Vote: 2012 E. 17<sup>th</sup> Place** (Yorktown)

<b><u>In Favor</u></b>	<b><u>Opposed</u></b>	<b><u>Abstaining</u></b>	<b><u>Not Present</u></b>
1. Bergman	None	None	1. Shears
2. Blackburn			
3. McKee			
4. Smallwood			
5. Townsend			
6. Turner			

The motion was **Approved Unanimously** by members present. Yorktown Guidelines cited: B.1.1.3.

### **C. Reports**

#### **1. Staff Report**

Amanda DeCort gave an update on the Greenwood nomination. Notification letters have been distributed.

The TMAPC hearing has been rescheduled to August 1.

Whittier Square is now listed on the National Register.

The TPC is receiving additional funds from SHPO next year.

Circle Cinema received Rt. 66 Corridor Preservation Grant for façade restoration.

#### **2. Chair Report**

No report.

#### **3. Committee Reports**

##### **a) Rules & Regulations**

No report.

##### **b) Outreach**

No report.

##### **c) Design Guidelines**

No report.

### **D. New Business**

Commissioner Blackburn brought up discussion regarding Ex-Officios lacking voting rights. It was suggested that the issue be further discussed in the future, perhaps at the TPC retreat.

**E. Announcements and Future Agenda Items**

None.

**F. Adjournment**

Chairman Bergman adjourned the meeting at 12:53 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of July 12, 2012 were recorded. The meeting minutes were transcribed by Monty McElroy. Minutes approved by the TPC on August 9, 2012.