



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**TUESDAY, SEPTEMBER 25, 2012, 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 STREET, TULSA, OKLAHOMA, IN COMPLIANCE WITH THE OPEN MEETING ACT, ON SEPTEMBER 24, 2012 AT 1:54 P.M.

### A. Opening Matters

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

Secretary Mckee called the Regular Meeting to order at 4:30 p.m.

#### Members Present

Susan McKee, Secretary  
David Blackburn  
Matt King  
Barbara Smallwood  
Mary Lee Townsend

#### Members Absent

Kristen Bergman, Chair  
Robert Shears, Vice Chair  
Jack Hodgson  
Jim Turner

#### Staff Present

Attorney Bob Edmiston, Monty McElroy

#### Others Present

James Blesi and Hugh Abercrombie

#### 2. Approval of Regular Meeting Minutes from September 13, 2012

Commissioner Townsend made a motion to approve Regular Meeting Minutes from September 13. Commissioner King seconded the motion. The motion was approved by a majority of Commissioners present.

#### **Vote: Regular Meeting Minutes from September 13, 2012**

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

### 3. Disclosure of Conflicts of Interest

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

## B. Actionable Items

### 1. COA-12-037 / 2224 E. 19<sup>th</sup> Street (Yorktown)

Applicant: Lisa Crawford

COA Subcommittee Review Date: None

Request:

Replace all existing, wood double-hung windows with new vinyl double-hung windows to match existing sizes and patterns.

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

Commissioner King made a motion to approve application with the condition that the existing wood trim around the windows be retained. Commissioner Smallwood seconded the motion.

#### Vote: 2224 E. 19<sup>th</sup> Street

##### In Favor

1. Blackburn
2. King
3. Smallwood
4. Townsend

##### Opposed

1. McKee

##### Abstaining

None

##### Not Present

None

The motion to approve with condition was **Approved by Majority** of Commissioners present. Yorktown Guidelines cited: A1.2.1, A1.2.3, A1.2.4, A1.2.6.

### 2. COA-12-038 / 216 E. 19<sup>th</sup> Street (North Maple Ridge)

Applicant: James and Julianne Blesi

COA Subcommittee Review Date: None

Request:

1. Replace eight double-hung wood windows on first floor, west elevation and three on first floor, east elevation with new aluminum double-hung windows with exterior muntins to match existing sizes and muntin patterns.
2. Replace sliding, aluminum window (non-original) on first floor, east elevation with new aluminum double-hung window with exterior muntins to match muntin pattern of other new windows.

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

Commissioner King made a motion to approve application.  
Commissioner Smallwood seconded the motion.

**Vote: 216 E. 19<sup>th</sup> Street**

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

The motion was **Approved Unanimously**. North Maple Ridge  
Guidelines cited: A1.2.1, A1.2.3, A1.2.4, A1.2.6.

**3. COA-12-039 / (Brady Heights)**

Applicant: Hugh Abercrombie

COA Subcommittee Review Dates: None

*Worked started prior to COA application*

Request:

Construct two-tier stacked masonry retaining wall at northeast corner  
of front yard.

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

Applicant stated he was unaware that a COA was required for the  
construction of a retaining wall. He assumed the retaining wall was  
considered landscaping and did not require a COA. He discussed the  
retaining wall with Commissioners and stated that he would like to  
have the option to extend the lower tier three to four feet to help  
control erosion of the corner of the yard.

Commissioners discussed the extension of the lower tier and agreed to  
allow the applicant the option to extend the lower tier by a few feet.

Commissioner King made a motion to approve the application for the  
construction of the retaining wall with an option to extend the lower tier  
no more than four feet in each direction, with the extension no higher  
than the existing wall. Commissioner Townsend seconded the motion.

**Vote: 1014 N. Cheyenne Avenue**

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

The motion to approve with condition was **Approved Unanimously**.  
Brady Heights Guidelines cited: Building Site, 3.

**C. Reports**

**1. Staff Report**

Monty McElroy mentioned that there had been a delay in the Mayor's signing of the resolution to approve the new Unified Design Guidelines; therefore, the new guidelines would not be used until November.

**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**

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.

**E. Announcements and Future Agenda Items**

None

**F. Adjournment**

Secretary McKee adjourned the meeting at 5:03 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of September 25, 2012 were recorded. The meeting minutes were transcribed by Monty McElroy. Minutes approved by the TPC on October 23, 2012.