



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

TUESDAY, OCTOBER 23, 2012, 4:30 P.M.

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 OCTOBER 22, 2012 AT 3:25 P.M.

A. Opening Matters

1. Call to Order and Verification of Quorum

Chair Bergman called the Regular Meeting to order at 4:37 p.m.

Members Present

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

Members Absent

Susan McKee, Secretary
Matt King
Barbara Smallwood
Mary Lee Townsend

Staff Present

Monty McElroy, Amanda DeCort

Others Present

Adam Hannaford, Lisa Crawford

2. Approval of Regular Meeting Minutes from September 25 , 2012

Commissioner Blackburn made a motion to approve Regular Meeting Minutes from September 25 with a minor change.

Commissioner Shears seconded the motion. The motion was approved by a majority of the members present.

Vote: Regular Meeting Minutes from September 25, 2012

In Favor

1. Bergman
2. Blackburn
3. Shears
4. Turner

Opposed

None

Abstaining

1. Hodgson

Not Present

None

3. Approval of Regular Meeting Minutes from October 11, 2012

Commissioner Turner made a motion to approve Regular Meeting Minutes from October 11. Commissioner Shears seconded the motion. The motion was approved by a majority of the members present.

Vote: Regular Meeting Minutes from October 11, 2012

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

4. Disclosure of Conflicts of Interest

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

B. Actionable Items

1. COA-12-044 / 2224 E. 19 Street (Yorktown)

Applicant: Lisa Crawford

COA Subcommittee Review Date: None

Request:

1. Replace siding on back porch addition to match wood lap siding on rest of house.
2. Construct new wood steps and wood railing to replace deteriorated steps and railing on back porch addition.
3. Replace deteriorated door on back porch addition with wood 12-lite door.

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

Commissioners were not presented with a rendering of the proposed new wood steps and railings and asked Mrs. Crawford to return to the Commission with a rendering depicting the proposed steps and railing before they vote on Item 2.

Commissioner Hodgson made a motion to approve Parts 1 and 3 of the application. Commissioner Blackburn seconded the motion.

Vote: 2224 E. 19 Street (Yorktown)

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

The motion to approve Parts 1 and 3 was **Approved Unanimously**.
Guidelines cited: A1.1.1, A1.1.2, A1.2.1, A1.2.3, A1.2.6, A1.4.1 and A1.4.2.

2. COA-12-045 / 1102 E. 17th Place (North Maple Ridge)

Applicant: Adam Hannaford

COA Subcommittee Review Date: October 16, 2012

Work started prior to COA application

Request:

1. Demolish existing rear porch.
2. Construct patio addition on rear of house and adjacent concrete patio according to plans submitted.
3. Replace existing aluminum sliding patio door with wood 15-lite French double doors.

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

Commissioner Turner offered comments from the COA Subcommittee Report. The Subcommittee found the application to be complete and recommended approval. The COA Subcommittee voted 3-0-0 to recommend approval.

Commissioner Turner made a motion to approve the application. Commissioner Hodgson seconded the motion.

Vote: 1102 E. 17th Place (North Maple Ridge)

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

The motion was **Approved Unanimously**. Guideline cited: A1.2.3, B1.0.1, B1.0.2, B1.0.3, B1.1.1, B1.2.1, B1.2.2, and B1.3.2.

C. Reports

1. Staff Report

Amanda DeCort reported on the progress of the Greenwood National Register nomination. She distributed the new Unified Design Guidelines manuals and Conflict of Interest forms for Commissioners. She also mentioned that she was still working on reappointments.

2. Chair Report

Chairman Bergman mentioned that we need to be thinking about appointment of officers for 2013. She also asked Staff and Commissioners to be thinking of a calendar date for the TPC retreat in January.

3. Committee Reports

a) Rules & Regulations

Amanda DeCort mentioned that Commissioners might consider incorporating language from the City Charter into the TPC Rules and Regulations and/or Ordinances reiterating that the City Council can make appointments to the TPC if not done so by the Mayor within 60 days.

b) Outreach

Chairman Bergman mentioned that post cards were sent to all residents in the Historic Preservation districts reminding them that their properties are located in HP districts and that new Uniform Design Guidelines have been established.

c) Design Guidelines

No report

D. New Business

Amanda DeCort stated that the Historic Preservation Committee needs to convene to review the Sunset Park guidelines. A tentative review date was set for November 5 at 3:30 pm.

E. Announcements and Future Agenda Items

Chairman Bergman mentioned the Tulsa Foundation for Architecture will be hosting an open house at the Cosden Bungalow, located at 1606 S. Carson in the Riverview neighborhood on Sunday, October 28. She also mentioned that the appointment of officers for 2013 needs to be a future agenda item.

F. Adjournment

Chairman Bergman adjourned the meeting at 5:09 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of October 23, 2012 were recorded. The meeting minutes were transcribed by Monty McElroy. Minutes approved by the TPC on November 8, 2012.