



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**Thursday, March 14, 2013, 11:00 am**

City Hall @ One Technology Center, 175 East 2<sup>nd</sup> Street  
10th Floor North Conference Room

### A. Opening Matters

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

Chairman Shears called the Regular Meeting to order at 11:00 a.m.

#### Members Present

Robert Shears, Chair  
Kristen Bergman, Secretary  
David Blackburn  
Jack Hodgson  
David Pounds

#### Members Absent

Jim Turner, Vice Chair  
Susan McKee  
Shelby Navarro  
Mary Lee Townsend

#### Staff Present

Amanda DeCort, Bob Edmiston, Monty McElroy

#### Others Present

Karen Nollan, Sue Blackburn, Chip Atkins

#### 2. Approval of Minutes from February 26, 2013

Commissioner Hodgson made a motion to approve Regular Meeting Minutes from February 26. Commissioner Blackburn seconded the motion. The motion was approved by a majority of the members present.

#### **Vote: Regular Meeting Minutes from February 26, 2013**

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

#### 3. Disclosure of Conflicts of Interest

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

## B. Reports

### 1. Staff

Amanda DeCort gave the staff report prior to the presentation of Certificate of Appropriateness applications because Monty McElroy was assisting an applicant with building security. DeCort gave an update on the zoning code update. She stated that she would be travelling to Oklahoma City on Friday, March 15<sup>th</sup> for the annual Certified Local Governments Coordinators meeting at the Oklahoma State Historic Preservation Office. She also noted that ballots for the proposed Sunset Park Historic Preservation Zoning District would be mailed to property owners in April and would be due back to the TPC on May 8<sup>th</sup> for tallying.

DeCort asked Attorney Edmiston to give an update on proposed changes to the existing zoning code to do with demolition review and surface parking lot regulation downtown. Attorney Edmiston gave the Commission a brief update on forthcoming regulatory language.

### 2. Chair

No report.

### 2. Committees

#### a. Rules & Regulations

Commissioner Pounds gave a report on the Rules & Regulations Committee's recent discussion with the Permitting office, and proposed integration of the TPC's COA permits with the City's permitting computer system.

#### b. Outreach

Commissioner Bergman mentioned that the outreach committee is standing by on the Sunset Park nomination.

## C. Actionable Items

### 1. **COA-13-003 / 2120 E. 18<sup>th</sup> Street** (Yorktown)

Applicant: Karen Nollan

*COA Subcommittee Review Date: None*

Request:

1. Remove existing west side door and concrete steps leading into kitchen and fill opening with brick.
2. Remove existing west side double windows in alcove and replace with steel 6-lite door and 2-lite sidelites on either side.
3. Install composite entry steps & rails inside alcove leading to new door.

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

Ms. Nollan proposed enclosing the opening, from the removal of the existing door, with decorative brick work as shown in a photo from another area of her house. Commissioners discussed and came to the consensus that it would be more appropriate for the replacement brick to match the original pattern of the home's masonry. Ms. Nollan agreed to the condition.

Commissioner Blackburn made a motion to approve all three parts of the application, with the condition that the infill brick pattern would match the existing brick pattern. Commissioner Hodgson seconded the motion.

**Vote: 2120 E. 18<sup>th</sup> 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. Pounds			
5. Shears			

The motion was **Approved** unanimously. Guidelines cited: A.2.1, A.3.2, A.3.7, and A.6.5.

**2. COA-13-004 / 1615 S. Detroit Avenue (North Maple Ridge)**

Applicant: Sue Blackburn

*COA Subcommittee Review Date: None*

Request:

Replace existing metal casement kitchen window with new double hung 3/1 wood window to match pattern of other windows on house.

Monty McElroy presented Ms. Blackburn's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. The metal casement window proposed for replacement is not believed to be original to the home. The replacement proposed will have the jailhouse window pattern to match the windows original to the structure. Ms. Blackburn was present to answer questions.

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

**Vote: 1615 S. Detroit Avenue (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. Pounds

5. Shears

The motion was **Approved** unanimously. Guidelines cited: A.4.3 and A.4.5.

D. New Business

None.

E. Announcements and Future Agenda Items

None.

F. Adjournment

Chairman Shears adjourned the meeting at 11:34 a.m.