



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Tuesday, May 24, 2016, 4:30 P.M.

City Hall @ One Technology Center, 175 East 2nd 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 4:32 P.M.

Members Present

Robert Shears, Chairman
Mike Craddock, Vice-Chairman*
David Schoell, Secretary
David Pounds
Jim Turner
Susan McKee
Tom Neal
Ted Reeds
Peter Grant

Members Absent

John Snyder
Michael Birkes

Staff Present

Kristin Pack, Roy Malcolm Porter, Jr., Bob Edmiston

Others Present

Christian Oliva, Andrew Wood

*Late

2. Approval of Minutes from May 12, 2016.

Commissioner McKee made a motion to approve the minutes. Commissioner Schoell seconded the motion. The motion was approved by majority.

Vote: Meeting Minutes, May 12, 2016.

| <u>In Favor</u> | <u>Opposed</u> | <u>Abstaining</u> | <u>Not Present</u> |
|-----------------|----------------|-------------------|--------------------|
| 1. Schoell | | Shears | Snyder |
| 2. Pounds | | | Birkes |
| 3. Turner | | | Craddock |
| 4. McKee | | | |
| 5. Neal | | | |
| 6. Reeds | | | |
| 7. Grant | | | |

3. Disclosure of Conflicts of Interest
Commissioner Neal stated Mr. Andrew Wood is his client and he will recuse himself for HP-16-031.

B. Actionable Items

1. HP-16-026 / 1716 S. Quaker Ave. (Swan Lake)

Applicant: Christian Oliva

HP Permit Subcommittee Review Date: May 5, 2016

Requests:

1. Replace non-original slab door with three-panel, six-light door
2. Install new door in east façade according to drawing submitted
3. Replace five (5) non-original, 15-pane windows with 15-pane fiberglass windows and add window to replace relocated door according to drawing submitted

Staff presented the application to the Commission, and the applicant, Christian Oliva, was present. Commissioner Neal presented the Historic Preservation (HP) Permit Subcommittee Report. Ms. Oliva stated she appreciated the HP Permit Subcommittee's comments on the door selection for the windows. If she had continued with the first proposed door, she would have been upset with the product. Commissioner Shears noted the existing windows are not in good condition. Commissioner Neal stated the existing windows are interior doors used for several years as an exterior window.

Commissioner Neal made a motion to approve the application. Commissioner Reeds seconded the motion. The motion was approved unanimously. Guidelines cited: E.1.1, E.1.2, E.1.3, E.1.4, A.3.1, A.3.2, A.3.3, A.3.4, A.3.5, A.3.6, A.3.8, A.3.9, A.4.1, A.4.2, A.4.3, A.4.4, A.4.5, A.4.6, A.4.7, A.4.8.

Vote: 1716 S. Quaker Ave. (Swan Lake)

In Favor

1. Shears
2. Craddock
3. Schoell
4. Pounds
5. Turner
6. McKee
7. Neal
8. Reeds
9. Grant

Opposed

Abstaining

Not Present

- Birkes
Snyder

2. HP-16-031 / 1527 E. 20th St. (Swan Lake)

Applicant: Andrew Wood

HP Permit Subcommittee Review Date: May 17, 2016

Requests:

1. Install new wood, double-hung window under attic vent on east façade
2. Replace attic vent on east façade with wood window with fixed pane
3. Replace attic vents on west façade with wood windows with fixed pane

Commissioner Neal recused himself. Staff presented the application to the Commission, and the applicant, Andrew Wood, was present. Commissioner Craddock presented the HP Permit Subcommittee Report. Commissioner Reeds asked the applicant why he decided not to install an operable window for cross-ventilation. Mr. Wood replied it was due to the budget for the project. Commissioner McKee asked the applicant if the half-circle window will be a single pane, and the applicant replied yes. Commissioner Turner asked the applicant if he intended on using the existing trim as the window header. Mr. Wood replied yes, and he wanted to minimize the cutting into the house.

Commissioner Turner made a motion to approve the application. Commissioner Schoell seconded the motion. The motion was approved unanimously. Guidelines cited: E.1.1, E.1.2, E.1.3, E.1.4, A.1.1, A.1.2, A.1.3, A.1.4, A.4.1, A.4.7.

Vote: 1527 E. 20th St. (Swan Lake)

In Favor

1. Shears
2. Craddock
3. Schoell
4. Pounds
5. Turner
6. McKee
7. Reeds
8. Grant

Opposed

Abstaining

Not Present

- Birkes
Snyder

C. Reports

A. Chair Report

None.

Historic Preservation Committee – Staff stated the meeting of the Historic Preservation Committee scheduled for this Thursday is cancelled.

Rules and Regulations – Staff stated they will be scheduling a meeting soon.

Outreach – Commissioner Turner stated over eighty attendees were present for the second lecture in the Education Series.

B. Staff Report

Staff Approvals – None

Staff stated for the final report for the Certified Local Government Grant the Commissioners will need to submit their resumes. If the resume they submitted last year does not have to be updated, they can submit it.

D. New Business

Commissioner Reeds asked Staff if they intended to revisit the items that were not adopted into the Zoning Code. Staff stated once the Unified Design Guidelines and Rules and Regulations are adopted, they can revisit the items not adopted in the Zoning Code.

E. Announcements and Future Agenda Items

Commissioner Neal announced Dennis Myers, the owner of Wewoka Window Works, is retiring but will continue to make windows but not doors.

Commissioner Pounds reminded the Commission the next lecture in the Education Series is “Older, Smaller, Better” on June 7, 2016.

F. Adjournment

Chairman Shears adjourned the Regular Meeting at 4:56 P.M.