



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Tuesday, November 23, 2021, 4:30 P.M.

City Hall @ One Technology Center, 175 East 2nd Street
10th Floor - South Conference Room

A. Opening Matters

1. Call to Order and Verification of Quorum

Commissioner Townsend called the Regular Meeting to order at 4:30 P.M.

Members Present

Mary Lee Townsend, Ph.D., Chair
James E. Turner, AIA, Vice-Chair*
Susan J. McKee, MFA, Secretary
Holly Becker
Peter Grant, CGR, CAPS
Katelyn C. Parker, RA
Ted A. Reeds II, AIA
Mark D. G. Sanders

Members Absent

Chris J. Bumgarner
Robert L. Shears, ASLA

Staff Present

Jeff Stephens, Roy M. (Jed) Porter, Jr., Felicity O. Good

Others Present

Nick Schutz, Christopher Manning

2. Approval of Minutes – Special Meeting, November 10, 2021

Commissioner Sanders made a motion to approve the Minutes. The motion was seconded by Commissioner Becker and approved with a majority.

Vote: Minutes – Regular Meeting, November 10, 2021

In Favor

- 1. Townsend
- 2. McKee
- 3. Becker
- 4. Grant
- 5. Sanders

Opposed

Abstaining

- Parker
- Reeds

Not Present

- Turner
- Bumgarner
- Shears

3. Disclosure of Conflicts of Interest

None

B. Actionable Items

1. **HP-0325-2021 / 1808 E. 16th Pl.** (Yorktown)

Applicant: Nikolaus T. (Nick) Schutz

Proposals:

1. Replacement of door
2. Replacement of driveway

Staff recited Section 70.070-F of the Tulsa Zoning Code and afterwards presented its report, noting that the Historic Preservation Permit Subcommittee recommended that the driveway be constructed with two strips of concrete, each two feet (2'-0") in width and separated by a median three feet (3'-0") in width and that the Tulsa Zoning Code would require the driveway to be at least eight and a half feet (8'-6") in width. Commissioner Reeds indicated approval of the application as presented. Commissioner Parker requested the rationale for the determination that the present door was not original, and the applicant responded that the size and locations of the hinges on the door did not match the locations on the jamb, adding that the jamb was damaged and would be replaced. Commissioner Sanders inquired whether the panes in the present door had "wavy glass", and the applicant indicated that the panes were not this type of glass. Commissioner Grant commented that a median with a width of three feet (3'-0") would be too wide, and, upon a request, Staff clarified the width and materials of driveways required by the Tulsa Zoning Code. Commissioner Sanders recalled that the Historic Preservation Permit Subcommittee focused on the width of each strip and were less concerned about the width of the median.

As there was no further discussion, Commissioner Reeds made a motion to approve the application with the conditions that the driveway have an overall width of at least eight and a half feet (8'-6") and that each strip of concrete be at least two and a half feet (2'-6") in width. The motion was seconded by Commissioner Sanders and was approved with a majority.

Guidelines cited: A.1.1, A.1.2, A.1.3, A.3.1, A.3.2, A.3.3, A.3.4, A.3.5, A.3.6, G.2.1, G.2.2, G.2.3

Vote: 1808 E. 16th Pl. (Yorktown)

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Townsend		Turner	Bumgarner
2. McKee			Shears
3. Becker			
4. Grant			
5. Parker			
6. Reeds			
7. Sanders			

2. **HP-0326-2021 / 1591 Swan Dr. (Swan Lake)**

Applicant: Christopher C. S. Manning

Proposal:

1. Construction of lattice in courtyard

Staff presented its report, noting that the courtyard was barely visible from the street and that the application had been forwarded directly to the Tulsa Preservation Commission without a review by the Historic Preservation Permit Subcommittee due to the modest Scope of Work. The applicant commented that he intended to plant ivy along the lattice to limit the visibility of the garage from the courtyard. Commissioner Townsend inquired about the reason for the review of this application, and Staff explained that the project was subject to review and approval by the Tulsa Preservation Commission, because its site was the Street Yard. Commissioner Sanders commented on the limited visibility of the lattice from Swan Drive. Commissioner Turner inquired whether the grid of the lattice would be the same as the grid on the gates to the garage, and the applicant stated that the grid of the lattice would be smaller to allow ivy to grow. Commissioner Turner recommended that the grid proportionally match the grid on the gates to the garage, and Commissioner Reeds agreed with the recommendation.

As there was no further discussion, Commissioner Turner made a motion to approve the application with the condition that the spaces of the grid of the lattice match or be a subdivision of the spaces of the grid on the gates to the garage. The motion was seconded by Commissioner Reeds and was approved unanimously.

Guidelines cited: A.1.1, A.1.2, A.1.3, A.1.4, E.1.1, E.1.2, E.1.3, E.1.4, G.1.1, G.1.2, G.1.3, G.1.4

Vote: 1591 Swan Dr. **(Swan Lake)**

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Townsend			Bumgarner
2. Turner			Shears
3. McKee			
4. Becker			
5. Grant			
6. Parker			
7. Reeds			
8. Sanders			

C. Reports

1. Chair Report

Commissioner Townsend announced that the slate of candidates for officers for the 2022 Calendar Year will be announced, nominations will be invited, and officers will be elected during the Regular Meeting on December 9, 2021. Commissioner Townsend announced that the annual Holiday Party would be held at her residence after the Regular Meeting on December 9, 2021.

2. Staff Report

Staff reported that a Request for Proposals would be prepared to retain a consultant to research ordinances related to demolition as preparation for a possible amendment of the Tulsa Zoning Code. Commissioner Sanders expressed concern about the role of the consultant, and Staff replied that the report produced by the consultant would be informative, not prescriptive.

D. New Business

Commissioner Grant announced he would be absent at the Regular Meeting on December 9 and inquired whether he could comment on the application for Historic Preservation Permit Number HP-0327-2021, whose review had been postponed. Legal Staff stated that discussion of the application would not be considered New Business.

E. Announcements and Future Agenda Items

None

F. Public Comment

None

G. Adjournment

Commissioner Townsend adjourned the Regular Meeting at 5:02 P.M.