



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Thursday, June 8, 2023, 11:00 A.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

Commissioner Parker called the Regular Meeting to order at 11:03 A.M.

Members Present

Katelyn Parker, RA, Chair
Mark D. G. Sanders, Vice-Chair
Royce Ellington, Secretary
Geoffery Evans, PLA, ASLA
Susan McKee, MFA
Mary Lee Townsend, Ph.D.

Members Absent

Chris Bumgarner
Peter Grant, CGR, CAPS
Shane Hood
James E. Turner, AIA

Staff Present

Felicity Good, Audrey Blank, Caroline Guerra Wolf, Jeremy Banes

Others Present

Liz Murry, Tracy Park Neighborhood Representative
John Spillyards, North Maple Ridge Neighborhood Representative
Aaron Purcell
Blas Gaytan
Tim Mally
Michael Schulz

2. Approval of Minutes – Regular Meeting, May 23, 2023

Commissioner Townsend made a motion to approve the minutes of the regular meeting on May 23, 2023. The motion was seconded by Commissioner Sanders and passed with a majority.

Vote: Minutes – Regular Meeting, May 23, 2023

In Favor

1. Parker
2. Sanders
3. Ellington
4. Townsend

Opposed

Abstaining

Evans
McKee

Not Present

Bumgarner
Grant
Hood
Turner

3. Disclosure of Conflicts of Interest
None

B. Actionable Items

1. **HP-0425-2023 / 1624 S. Troost Ave.** (Swan Lake)

Historic Preservation Permit Subcommittee Review Dates: May 4, 2023; June 1, 2023

Applicant: Dariela Gonzalez

Proposals:

1. Removal of walls around porch
2. Replacement and construction of columns on porch
3. Installation of handrail on porch
4. Replacement of floor and skirting on porch
5. Installation of siding
6. Installation of vent in gable
7. Replacement of door on east façade
8. Replacement of windows on east façade
9. Replacement of trim around windows, door, and eaves
10. Removal of eight (8) windows on south façade
11. Installation of four (4) windows on south façade
12. Removal of seven (7) windows on north façade
13. Installation of five (5) windows on north façade

Project initiated without an historic preservation permit

Staff directed commissioners' attention to Section 70.070-F of the Tulsa Zoning Code and afterwards presented its report. The new owner, Blas Gaytan, was present to represent the application and had nothing to add to the staff report. Commissioner Sanders reported that the currently proposed front elevation incorporated the recommendations of the Historic Preservation Permit Subcommittee. Commissioner Sanders stated that the subcommittee had not reviewed the handrail but had asked the owner to provide the detailed drawing. Commissioner Sanders also explained that after discussion with the owner, the subcommittee felt that installing Hardie Plank smooth lap siding over the existing novelty siding was an adequate solution to the absence of a weather barrier and that the owner had assured the subcommittee that the new siding could be installed without compromising historical details, like the trim. Commissioner Townsend asked if the proposed handrail would be made of wood, and Mr. Gaytan said they intended to use treated lumber. Commissioner Parker asked if the owner intended to use 2 x 4 boards, and Mr. Gaytan answered affirmatively. Commissioner Parker stated that a smaller, simple metal handrail would be preferred. Commissioner McKee suggested the handrail be designed to look like a rail that would have been original to the porch. Commissioner Parker said that the presence of a handrail without a rail around the porch would look out of place. Commissioner Evans agreed that a metal handrail would be preferable and suggested a simplified design with a pipe handrail one and one-half inch (0'-1½") in diameter. Commissioner Parker also suggested that placing the rail on only one side of the steps would decrease its prominence. Commissioner Sanders agreed and explained to the applicant that the proposed wood handrails on both sides of the steps would be too bulky and become a prominent feature of the house and that the metal handrail on just one side of the steps would maintain the house's visual prominence.

As there was no further discussion, Commissioner Evans made a motion to approve the application with the condition that a metal pipe rail with a diameter of one and one-half inch (0'-1 ½") be installed on only one side of the steps. The motion was seconded by Commissioner Sanders and passed with a majority.

Vote: 1624 S. Troost Ave. (Swan Lake)

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Parker	McKee		Bumgarner
2. Sanders			Grant
3. Ellington			Hood
4. Evans			Turner
5. Townsend			

2. **HP-0455-2023 / 1202 E. 18th St.** (North Maple Ridge)

Historic Preservation Permit Subcommittee Review Date: June 1, 2023

Applicant: Amanda Riley

Proposals:

1. Construction of gate across driveway*
2. Construction of pedestrian gate at porch and porte-cochere*
3. Construction of retaining wall

**Project completed without an historic preservation permit*

Staff presented its report. The applicant, Amanda Riley, was present and shared an alternative design for the pedestrian gate with taller posts and an arch, which she had found in a magazine from the 1920s. Commissioner Sanders reported that the application had two parts: the first being a proposed retaining wall, which the Historic Preservation Permit Subcommittee had recommended for approval, and the second being the pedestrian and driveway gates. Commissioner Sanders explained that the subcommittee had felt that an iron gate of lower height would be more historically accurate but had concluded that they took issue mainly with the two tall posts connected to the ceiling of the porte-cochere. Commissioner Sanders stated that the owners were not prepared to install an iron gate at this time, so the subcommittee accepted the existing gate with the condition that the support pieces be reduced in height and a cap added. Commissioner Evans asked about the recommendation to move the gate hinges, and Commissioner Sanders confirmed that was recommended to ensure the stability of the structure once the posts no longer anchored to the ceiling of the porte-cochere. Commissioner Townsend asked if the fence was original, and Ms. Riley responded that it had been there when they purchased the property. Commissioner Townsend appreciated the primary source from the 1920s but stated that she thought adding another arch over the pedestrian gate would create too many arches. Commissioner Sanders agreed, emphasized his preference for a simple black iron gate and rail, but noted he was sensitive to the commission's desire to balance design guidelines with owners' needs and, thus, would support the existing pedestrian gate with reduced posts. Commissioner McKee suggested that changing the color of the gate might make it less prominent, and Ms. Riley stated that the paint had been selected to match the color of the fence. Staff reminded the commissioners that paint color on non-masonry surfaces is exempt from review. Commissioner Parker agreed that an iron gate would be the most historically accurate but accepted the proposal to retain the existing gate and reduce the height of the posts to allow for security while minimizing the prominence of the pedestrian gate. Commissioner Evans asked if the applicant preferred a flat or pyramid shaped cap, and Ms. Riley stated that she had no preference but noted the fence columns had flat caps. Commissioner Sanders observed that the new fence matched the design of the previous fence and not necessarily the original fence.

As there was no further discussion, Commissioner Evans made a motion to approve the application as recommended by the Historic Preservation Permit Subcommittee,

with the condition that the posts be reduced in height and a cap be added for a total overall height of five feet and three inches (5'-3"). The motion was seconded by Commissioner Townsend and passed unanimously.

Vote: 1202 E. 18th St. (North Maple Ridge)

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Parker			Bumgarner
2. Sanders			Grant
3. Ellington			Hood
4. Evans			Turner
5. McKee			
6. Townsend			

3. **HP-0457-2023 / 1119 S. Owasso Ave. (Tracy Park)**

Historic Preservation Permit Subcommittee Review Date: June 1, 2023

Applicant: Aaron Purcell

Proposal:

1. Installation of insulated glass panes over leaded glass in windows

Staff presented its report, and the applicant and general contractor, Aaron Purcell, explained that the one-half-inch (0'-1/2") insulated glass panel comprised two glass panes one-eighth of an inch (0'-1/8") thick separated by air and added that he had brought architectural plans of the house for reference. Commissioner Sanders reported that the Historic Preservation Permit Subcommittee had discussed the windows' construction and preservation at length and found the project to be professional and historically sensitive. Commissioner Sanders noted that the Adah Robinson House was the most historically significant residence in the Tracy Park Historic Preservation (HP) Overlay and questioned staff about the commission's jurisdiction over other ongoing construction at the house. Felicity Good stated that building permit plans for the replacement of the sunroom at the rear of the house had been approved by the City of Tulsa's Development Services Department in December, prior to the Tracy Park HP Overlay going into effect. Audrey Blank informed the commissioners that the zoning change was prospective, so an HP permit could not be retroactively required if a building permit had been applied for and approved before the adoption of the HP Overlay. Commissioner Sanders expressed his confidence in the applicant to execute the project well but expressed concern about the preservation commission's lack of review. Commissioner Evans pointed out that the applicant had obtained the correct permit and, therefore, had been approved to do the work at that time, and Commissioner Parker agreed. Commissioner Sanders commented on guidelines for the treatment of historic properties created by the National Park Service, which encouraged additions to be distinct from the original structure.

Commissioner Townsend briefly left the room, and discussion on the item ceased because of a lack of quorum until she returned.

Upon Commissioner Townsend's return, Commissioner McKee asked if the applicant planned to apply for Historic Preservation Tax Credits and noted that modifications to the house might cause it to lose its status as a contributing resource in the Tracy Park Historic District. Mr. Purcell stated that he did not know whether the owner intended to seek tax credits for the project. Commissioner Parker pointed out that the other modifications to the house were not being reviewed.

As there was no further discussion, Commissioner Evans moved to approve the application as presented and explained by the applicant. The motion was seconded by Commissioner Ellington and passed unanimously.

Vote: 1119 S. Owasso Ave. (Tracy Park)

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Parker			Bumgarner
2. Sanders			Grant
3. Ellington			Hood
4. Evans			Turner
5. McKee			
6. Townsend			

4. **HP-0459-2023 / 1104 N. Cheyenne Ave.** (The Heights/Brady Heights)

Historic Preservation Permit Subcommittee Review Date: None

Applicant: Tim Mally

Proposal:

1. Replacement of deck with concrete landing at rear of residence

Staff presented its report, and the owner, Tim Mally, added that he was not committed to a specific handrail and was willing to make changes. Mr. Mally also stated that he would like the input of the preservation commission on which direction the stairs should face. Mr. Mally explained that the existing deck was awkward and clunky, so he and his family sought to create a more livable outdoor area within their small back yard. Commissioner Townsend asked if the applicant intended to only have the steps and handrail with no deck, and Mr. Mally clarified that a paved patio area would be added. Commissioner Parker explained that the preservation commission did not typically review paving outside of the street yard. Mr. Mally explained that future plans also included the construction of a fence, so that part of the yard, the stairs, and the handrail would likely not be visible from the street. Commissioner Evans asked if the work would be subject to review if the fence were installed first, and Commissioner Parker answered affirmatively because the landing would be attached to the house. Commissioner Sanders asked the application which side of the patio he preferred the steps to be, and Mr. Mally replied that his preference was for the steps to face south toward the sidewalk. Commissioner McKee asked if the applicant planned to install a walkway to the street, and Mr. Mally answered that a large, paved area would be added around the concrete landing. Commissioner Evans found the orientation of the steps facing south toward the sidewalk would be appropriate; however, he said that it would be better to add a fourth step to reduce the eight-inch (0'-8") rise that only three steps would create. Commissioner Parker explained to the applicant that the proposed eight-inch (0'-8") rise for each step might not meet the requirement of the building code. Commissioner Townsend observed that the proposed handrail design was not appropriate. Mr. Mally said that he was open to suggestions, and Commissioner Sanders suggested a simple pipe rail attached to the house. Commissioner Evans agreed and suggested pipe rail have a diameter of one and one-half inch (0'-1 ½"). Commissioner Parker agreed. Commissioner Sanders asked why the paving was not being reviewed. Mr. Mally stated that he had worked with staff to determine what would be exempt from review, and Felicity Good explained that paving outside of the street yard is generally not reviewed by the preservation commission. Audrey Blank affirmed that the paving would be exempt if it were outside of the street yard and not part of the primary structure.

As there was no further discussion, Commissioner Evans moved to approve the application with the following conditions:

- that the steps be located on the south side of the landing,
- that the landing have four (4) steps, each with a six-inch (0'-6") rise, and
- that a round metal handrail with a diameter of one and one-half inch (0'-1 ½") be attached to the house.

The motion was seconded by Commissioner Townsend and passed unanimously.

Vote: 1104 N. Cheyenne Ave. (The Heights/Brady Heights)

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Parker			Bumgarner
2. Sanders			Grant
3. Ellington			Hood
4. Evans			Turner
5. McKee			
6. Townsend			

5. **HP-0460-2023 / 1623 S. Madison Ave.** (North Maple Ridge)
Historic Preservation Permit Subcommittee Review Date: None
Applicant: Cassie D'Alonzo
Proposal:
1. Removal of mechanical chase

Staff presented its report, and the owner, Michael Schulz, was present. Mr. Schulz added that the mechanical chase was no longer a necessary component of the house and was located where the kitchen would be once the interior remodel was complete. Commissioner Sanders asked how long he had owned the house, and Mr. Schulz stated that they had purchased the house a year ago. Commissioner Sanders asked if the owners were currently living there, and Mr. Schulz replied that they were not yet.

As there was no further discussion, Commissioner Evans made a motion to approve the application. The motion was seconded by Commissioner Townsend and passed unanimously.

Vote: 1623 S. Madison Ave. (North Maple Ridge)

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Parker			Bumgarner
2. Sanders			Grant
3. Ellington			Hood
4. Evans			Turner
5. McKee			
6. Townsend			

6. **HP-0456-2023 / 1204 S. Newport Ave.** (Tracy Park)
Historic Preservation Permit Subcommittee Review Date: June 1, 2023
Applicant: Chrissy Eimen
Proposal:
1. Replacement of retaining wall south of driveway

Staff presented its report, and the applicant was not present. Commissioner Sanders reported that the Historic Preservation Permit Subcommittee had recommended approval as submitted and had only wondered why the applicant had delayed completion of the project south of the driveway. Liz Murry said she had spoken with the applicant, who stated the project had been delayed due to financial and personal circumstances.

As there was no further discussion, Commissioner Evans made a motion to approve the application as presented. The motion was seconded by Commissioner Townsend and passed unanimously.

Vote: 1204 S. Newport Ave. (Tracy Park)

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Parker			Bumgarner
2. Sanders			Grant
3. Ellington			Hood
4. Evans			Turner
5. McKee			
6. Townsend			

C. Reports

1. Staff Report

Staff provided updates about work completed or initiated without HP permits at 1030 East 19th Street, 1215 South Newport Avenue, 1571 East 19th Street and 1709 South Trenton Avenue.

Staff reported on a staff-approved HP permit:

a. **902 N. Denver Ave. (HP-0461-2023)**

Replacement of storm door

Staff shared a photograph of the completed project at 1523 South Madison Avenue. Staff then reported on the 2023 Preservation Awards ceremony, which was held on May 24, 2023, at the Tulsa Foundation for Architecture, 633 South Boston Avenue.

Staff reported on two upcoming training opportunities:

a. National Alliance of Preservation Commissions Virtual Summer Course, August 23-24, 2023

b. National Register Training to be given by the State Historic Preservation Office (TBD by end of 2023)

Staff provided an update on proposed amendments to the Unified Design Guidelines that would address projects within City of Tulsa Parks

Staff reminded the commissioners that the Tulsa Planning Office would be moving to the City of Tulsa on July 1, 2023. The Historic Preservation Permit Subcommittee meeting on July 6, 2023, would be canceled because of the transition. Felicity Good also informed the commissioners that she had accepted a new position, and that Lee Anne Zeigler would become the new Historic Preservation Planner as part of the transition to the City of Tulsa.

2. Chair Report

None

- D. New Business
Legal Staff introduced Caroline Wolf, who had recently joined the City of Tulsa's Legal Department.
- E. Announcements and Future Agenda Items
None
- F. Public Comment
None
- G. Adjournment
Commissioner Parker adjourned the Regular Meeting at 12:43 P.M.