



TULSA PRESERVATION COMMISSION

SPECIAL MEETING MINUTES

Tuesday, June 27, 2023, 4:30 P.M.

City Hall @ One Technology Center, 175 East 2nd Street
Room 03-317, 3rd Floor Presentation Room

A. Opening Matters

1. Call to Order and Verification of Quorum

Commissioner Parker called the Regular Meeting to order at 4:39 P.M.

Members Present

Katelyn Parker, RA, Chair
Mark D. G. Sanders, Vice-Chair
Royce Ellington, Secretary
Geoffery Evans, PLA, ASLA
Peter Grant, CGR, CAPS
Shane Hood
Susan McKee, MFA
James E. Turner, AIA

Members Absent

Chris Bumgarner
Mary Lee Townsend, Ph.D.

Staff Present

Felicity Good, Audrey Blank, Jeremy Banes

Others Present

Julie Coats, Yorktown Neighborhood Representative
Aaron Purcell
Taylor Tidwell

2. Approval of Minutes – Regular Meeting, June 8, 2023

Commissioner Evans made a motion to approve the minutes of the regular meeting on June 8, 2023. The motion was seconded by Commissioner Sanders and passed with a majority.

Vote: Minutes – Regular Meeting, June 8, 2023

In Favor

1. Parker
2. Sanders
3. Ellington
4. Evans
5. Hood
6. McKee

Opposed

Abstaining

Grant
Turner

Not Present

Bumgarner
Townsend

3. Disclosure of Conflicts of Interest
None

B. Actionable Items

1. **HP-0462-2023 / 2212 E. 19th St.** (Yorktown)
Historic Preservation Permit Subcommittee Review Date: June 20, 2023
Applicant: Taylor Tidwell
Proposals:
 1. Replacement and expansion of driveway
 2. Replacement of walkway

Staff directed commissioners' attention to Section 70.070-F of the Tulsa Zoning Code and afterwards presented its report. The applicant, Taylor Tidwell, was present and had nothing to add to the staff report. Commissioner Sanders asked for clarification about the width of the driveway, and Ms. Tidwell confirmed that the driveway would have a width of ten feet (10'-0") between the sidewalk and the front façade of the house and a width of seven feet (7'-0") between the front façade of the house and its termination point. Commissioner Sanders reported that the Historic Preservation Permit Subcommittee had regretted the loss of character-defining features such as the ribbon driveway and the shape of the walkway but recommended approval of the application with a suggestion, but not a condition, that the sidewalk have a slight curve rather than a straight approach from the front door to the street. Ms. Tidwell said that she desired to use less concrete but was open to a curve. Commissioner Sanders further stated that, while the subcommittee preferred the ribbon driveway, a recent photo of the property showed that the grass between the ribbons was dead since the driveway was also used for parking. Commissioner McKee asked about the length of the existing driveway. Ms. Tidwell stated that the ribbon driveway ran up to the bay extending from the west side of the house and that beyond the house, in the back yard, she had removed asphalt. Commissioner Grant asked if there was a garage in the back yard. The applicant said there was, but the asphalt had been removed because she wanted more grass in the back yard. Upon a request for clarification from Commissioner Grant, Ms. Tidwell explained that the detached garage was used as a shed and not for storage of motor vehicles. Commissioner Grant asked why the proposed driveway would narrow from ten feet (10'-0") to seven feet (7'-0") behind the front face of the house. Ms. Tidwell explained that the right side of the existing ribbon driveway was on the property line, so the proposed driveway would be ten feet (10'-0") wide in front of the house and then narrow to seven feet (7'-0") wide to preserve existing landscaping. Commissioner McKee asked if the applicant had considered installing a ribbon driveway with a permeable surface, such as gravel, between the ribbons. Ms. Tidwell stated that she was willing to consider the proposal. Commissioner Parker asked why the proposed driveway was ten feet (10'-0") wide. The applicant explained that the existing driveway is approximately seven feet (7'-0") wide, but the City of Tulsa had recently poured a new approach in front of the sidewalk with a ten-foot (10'-0") wide curb cut. The proposed width was intended to match that.

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

Vote: 2212 E. 19th St. (Yorktown)

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

2. **HP-0464-2023 / 1119 S. Owasso Ave. (Tracy Park)**

Historic Preservation Permit Subcommittee Review Date: June 20, 2023

Applicant: Aaron Purcell

Proposals:

1. Replacement of awning
2. Construction of planters
3. Construction of fence

Staff presented its report. The applicant, Aaron Purcell, was present and provided dimensions for the planters, as requested by the Historic Preservation Permit Subcommittee. Commissioner Sanders reported that the subcommittee had considered and voted on the items separately but had ultimately recommended approval for all three items. Commissioner Sanders stated that the Subcommittee and applicant had agreed that the original residence probably did not have awnings but that the subcommittee were impressed with the design elements on the proposed awning. Commissioner Sanders pointed out that two additional awnings would be constructed at the rear of the house. Commissioner Sanders then reported that the subcommittee had been most concerned with the proposed fence, as the design of the house emphasized vertical lines, and an eight-foot (8'-0") tall fence might detract from the architectural significance of the house. Commissioner Sanders found that mimicking the stucco of the house in the fence design would incorporate too many horizontal lines and minimize the verticality of the building. Commissioner Turner asked if any design would be incorporated into the fascia of the awning, and Mr. Purcell replied that the fascia would be flat, but a drip edge would be incorporated. Mr. Purcell then presented an alternative design for the awnings with a squared corner, which had not been reviewed by the subcommittee. Commissioner Turner asked if the walkway, which had been approved administratively, was original to the house, and Mr. Purcell replied that it appeared to be present at the earliest in a photograph from the 1930s he came across. Commissioner Parker asked why the applicant was proposing to attach the fence to the house. Mr. Purcell stated he probably would not; however, he had said he was going to attach the fence to the house because he wanted the proposal to be reviewed by the Tulsa Preservation Commission. In response to a request for clarification from Commissioner Turner, Mr. Purcell stated that the fence was proposed to increase security on the property. Commissioner Evans asked about the posts on the awning, and Mr. Purcell confirmed they would be round rather than square. Commissioner Grant asked about the horizontal boards on the fence, and Mr. Purcell stated the boards would be between four inches (0'-4") and six inches (0'-6") wide. Commissioner Grant expressed concern that more specific information might be necessary for the fence, as he thought that 1 x 6 boards would be better than 1 x 4 boards on an eight-foot (8'-0") tall fence. Commissioner Evans agreed that 1 x 6 boards would be preferable and

suggested incorporating stucco columns into the wooden fence to enhance vertical lines on the house. In response to a request for clarification from Commissioner Turner, Felicity Good confirmed that the fence would be exempt from the Historic Preservation Permit requirement if it were neither attached to the house nor located within the street yard. Commissioner Sanders expressed a preference for a chamfered corner on the awning, and Commissioner Hood stated his opinion that no awning should be present since the original house did not have one. Commissioner Ellington noted that the applicant had cited water infiltration issues as a reason for the awning.

As there was no further discussion, Commissioner Turner made a motion to approve the application as presented with the conditions that the corner of the awning be square and that the fence be eight feet (8'-0") tall and be constructed with 1 x 6 horizontal boards. The motion was seconded by Commissioner Grant and passed with a majority.

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

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

3. **HP-0466-2023 / 1571 E. 19th St. (Swan Lake)**

Historic Preservation Permit Subcommittee Review Date: None

Applicant: MERH LLC

Proposal:

1. Replacement of windows

Project initiated without an historic preservation permit

Staff presented its report, and the applicant was not present. Commissioner Turner stated that changing the windows only on the front façade would not be appropriate and that it would be better to either change all the windows or none. Commissioner Parker said the application was not very detailed and that it would be hard to approve it with incomplete information, such as the proposed dimensions of the mullions. Commissioner Grant agreed. Commissioner Sanders stated that he understood that the applicant intended to receive approval from the Commission would give and then leave the window installation for future buyers to complete. Staff stated that, according to the applicant, the owner was considering that as a possibility. The commissioners discussed how unpermitted work on historic houses might affect clear title or home inspections. Staff stated that there was not currently an inspection process for Historic Preservation Permits to verify that work on historic homes was completed as approved by the preservation commission.

As there was no further discussion, Commissioner Turner moved to deny the application as presented. The motion was seconded by Commissioner McKee and passed unanimously. Commissioner Turner asked staff to convey to the applicant that the commission would consider a new proposal to replace windows so that the east,

west, and south sides of the house matched and that the commission would expect larger mullion trim than was present on the existing windows.

Vote: 1571 E. 19th St. (Swan Lake)

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

Commissioner Turner left the meeting at 5:27 p.m.

4. **HP-0465-2023 / 1117 S. Norfolk Ave. (Tracy Park)**

Historic Preservation Permit Subcommittee Review Date: June 20, 2023

Applicants: Carmen Warden & Jason Goltry

Proposals:

1. Substitution of windows
2. Installation of additional windows

Application to amend HP-0432-2023 approved by Tulsa Preservation Commission on May 11, 2023

Staff presented its report, and the applicants were not present. Commissioner Sanders reported that the Historic Preservation Permit Subcommittee was pleased with the changes made to the west (front) façade and found the proposed decorative, diamond-pattern window to be appropriate for the style of the house. Commissioner Sanders stated that the proposed circular window on the south side of the house was not consistent with the Tudor style but that he was inclined to approve of the request because the window was on the side of the house and would not be prominent when viewed from the street. Commissioner Sanders added that the applicants had been receptive to recommendations from the subcommittee and commission throughout the process. Commissioner Grant asked about the size of the circular window, and Ms. Good stated that, according to the applicant, it would be approximately twenty-four inches (2'-0") in diameter. Commissioner Evans suggested instead duplicating the smaller square window further along the south façade. Commissioner Grant asked if only vertical muntins would be present in the top sash if 4/1 windows were approved, and Ms. Good replied that is what was shown in the example photographs submitted by the applicants. Commissioner Hood stated that a 6/6 division scheme, which was previously approved, would be the most appropriate for a Tudor Style residence. Commissioner Evans expressed approval of the proposed changes to the front façade. Commissioner Parker stated that she believed the proposed decorative window on the front façade was incorrectly depicted and clarified that it appeared the header did not align with the other windows. Commissioner Parker also noted that windows with a 6/1 division scheme would still be appropriate because they were also common in Tudor Revival homes. The Commissioners discussed the possible window divisions and considered continuing the case until the applicants could explain more detailed plans. Staff informed the commissioners of the next available meeting dates and noted the applicants may need to agree to postponement.

Commissioner Parker moved to approve the application with the following conditions:

- that the windows have six panes in the top sash and one pane in the bottom sash (6/1 division scheme),
- that the header of the diamond-pattern window on the west façade align with the headers of the other windows on the second story, and
- that the round porthole window on the second story of the south façade be changed to a rectangular window to match the size and style of the small adjacent window on the second story.

The motion was seconded by Commissioner McKee and passed unanimously.

Vote: 1117 S. Norfolk Ave. (Tracy Park)

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

C. Reports

1. Staff Report

Staff provided updates about work completed or initiated without an Historic Preservation (HP) Permit at 1215 South Newport Avenue and 1709 South Trenton Avenue.

Staff reported on two staff-approved HP permits:

- 1030 E 19th St. (HP-0468-2023)**
Removal of fence in street yard
- 1709 S. Yorktown Ave. (HP-0469-2023)**
Repair and replacement in-kind of damaged window

Staff shared a Storm Damage Flyer to help inform owners whose properties experienced damage in the recent storm about the process of applying for HP permits.

Staff announced that the City of Tulsa had been offered additional funds for the Certified Local Government program during the 2023-2024 grant cycle. The funds would allow additional projects to be completed in the coming year, including a larger survey area in the Maple Ridge Historic District, staff's attendance at the PastForward historic preservation conference, and venue and printing for a 2024 awards ceremony.

Staff reported on an upcoming training opportunity: National Alliance of Preservation Commissions Virtual Summer Course, August 23-24, 2023

Staff reminded the commissioners that the Tulsa Planning Office would be moving to the City of Tulsa on July 1, 2023. Ms. Good stated that the Historic Preservation Permit Subcommittee meeting on July 6, 2023, would be canceled and that Lee Anne Zeigler would become the new Historic Preservation Planner as part of the transition to the City of Tulsa. Staff provided updated contact information after July 1, 2023.

2. Chair Report
None

D. New Business
None

E. Announcements and Future Agenda Items
None

F. Public Comment
None

G. Adjournment
Commissioner Parker adjourned the Regular Meeting at 5:55 P.M.