



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**Thursday, November 9, 2023, 11:00 a.m.**

City Hall at 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 11:01 A.M.

#### **Members Present**

Katelyn Parker, RA, Chair  
Mark D. G. Sanders, Vice-Chair  
Geoffery Evans, PLA, ASLA  
Peter Grant, GMR, CAPS  
Shane Hood\*  
Jackie Price Johannsen  
Susan McKee, MFA  
Mary Lee Townsend, Ph.D.

#### **Members Absent**

Royce Ellington, Secretary  
James E. Turner, AIA

#### **Staff Present**

Audrey Blank, Caroline Guerra Wolf, Caleb Rocha, Skylar Marlow-Fuson, Rebecca Surber-Cantu

#### **Others Present**

Robert Bell, Lisa Kramer, Rodney Kramer, Michael Schulz, Tom Neal, Shelley Almeida, Amanda Riley

\*Late arrival

#### 2. Disclosure of Conflicts of Interest

None

### B. Actionable Items

#### 1. **HP-0515-2023 / 1624 S. Troost Ave.** (Swan Lake)

*Historic Preservation Permit Subcommittee Review Date: November 2, 2023*

Applicant: Blas Gaytan

Representative: Robert Bell

Proposals:

1. Application of stucco to stem wall
2. Application of stucco to brick columns on porch
3. Application of stucco to rock retaining wall

Staff directed commissioners' attention to Section 70.070-F of the Tulsa Zoning Code and afterwards presented its report, noting that the applicant proposed to apply stucco to the stem wall, brick columns, and rock retaining wall to correct the commission's denial of the application of paint to the masonry. Commissioner Sanders reported that, because this project had been heard previously, the Historic Preservation (HP) Permit Subcommittee decided to separate the request into three (3) parts and recommended:

- denial of the application of stucco to the brick columns on the porch;
- approval of the application of stucco to the retaining wall because the subcommittee members judged that the stone wall was not original; and
- approval of painting the stem wall in lieu of applying stucco because the Unified Design Guidelines do not prohibit painting concrete.

The applicant's representative, Robert Bell, added that he had discussed the subcommittee recommendation with the applicant, who was amenable to attempt removal of the paint on the brick columns and stone retaining wall and then finish painting the stem wall. Commissioner Sanders asked if they were amending the application, and Mr. Bell replied that the applicant would prefer to attempt removal of the paint from the brick and stone and retain the paint on the stem wall if the request to apply stucco to all three surfaces could not be approved.

In response to a request for clarification from Commissioner Parker, Mr. Bell explained that, if the commission would not allow stucco on the stem wall, columns, and retaining wall, the applicant would prefer to request to apply paint only to the stem wall and remove it from other surfaces. Commissioner Sanders explained that the non-negotiable part of the subcommittee's recommendation was the brick columns on the porch. Commissioner Sanders described the subcommittee's position that either the paint must be removed in its entirety from the brick columns, or the columns must be rebuilt with new or salvaged bricks.

Commissioner Evans summarized the applicant's plan to return the porch columns to unpainted brick, return the retaining wall to unpainted stone, and retain paint on the concrete stem wall. Upon confirmation from Mr. Bell, Commissioner Evans expressed approval of the plan, finding that painting the stem wall would be appropriate and may help preserve it. Commissioner Townsend noted there seemed to be consensus that painting the stem wall would be acceptable, but Commissioner McKee disagreed.

In response to a question from Commissioner McKee, Commissioner Sanders stated that the subcommittee had recommended approval of the application of stucco to the brick columns partially because the Unified Design Guidelines prohibit the application of paint to brick. In response to a question from Commissioner Townsend, Commissioner Parker stated that the Unified Design Guidelines did not address the application of stucco to masonry. Commissioner Grant asked if the application was being modified, but Commissioner Parker replied that, although the owner may propose an alternative treatment, the proposals presented to the commission involved the application of stucco to the stem wall, brick piers on the porch, and stone retaining wall.

Commissioner Sanders asked if a separate application should be submitted for the alternative proposal, and Commissioner Parker responded affirmatively. Mr. Bell stated that the subcommittee's discussion opened the possibility of the stem wall being painted, but that the proposal to apply stucco to all three areas of the house still

stood. Commissioner Sanders recalled that Mr. Bell had previously expressed the concern that paint removal would destroy the brick columns and stone retaining wall, but that he now said it would be possible to remove paint from those surfaces. Mr. Bell stated that he did not know; it was possible that paint removal would damage the elements, but the paint might come off. Commissioner Sanders expressed doubt that paint removal would be possible.

Commissioner Hood recalled that the HP Permit Subcommittee had deferred to the Swan Lake Neighborhood Representative, Chip Atkins, in trying to find a compromise. Commissioner Hood stated that the owner had been in front of the preservation commission before, was familiar with the fact that the commission had design guidelines, and should have sought permission prior to completing the work. Commissioner Hood stated that the subcommittee's recommendation was a compromise because the subcommittee members did not believe the stone wall was original to the house, it was unclear whether the stem wall was stone or concrete, the Unified Design Guidelines were not clear about painting a concrete block stem wall, and only a portion of the stem wall was visible from the street. Commissioner Hood recalled that the subcommittee decided the brick columns needed to be rebuilt, and there was no point in having the guidelines if they were not going to be enforced. Commissioner Hood agreed with the suggestion to revise the items for consideration.

Commissioner Parker doubted that the commission would have approved a proposal to apply stucco to unpainted brick columns had the application been submitted before paint had been applied. Commissioner Hood agreed that the Unified Design Guidelines were clear that original historic materials should be retained. Commissioner Sanders agreed and emphasized that the centerpiece of the subcommittee's recommendation was the preservation of the brick columns on the porch.

Upon a request for clarification from Commissioner Evans, Mr. Bell confirmed that, if proposals 2 and 3 were denied, the applicant would attempt to remove paint from the stone retaining wall and brick columns. Mr. Bell noted that, if the materials were too deteriorated for paint removal, they would resubmit an amended application with a new proposal.

Commissioner Townsend made a motion to deny the application. The motion was seconded by Commissioner McKee and passed unanimously.

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

Motion to deny application

**In Favor**

1. Parker
2. Sanders
3. Evans
4. Grant
5. Hood
6. Johannsen
7. McKee
8. Townsend

**Opposed**

**Abstaining**

**Not Present**

Ellington  
Turner

2. **HP-0498-2023 / 2318 E. 17th St. (Yorktown)**

*Historic Preservation Permit Subcommittee Review Date: November 2, 2023*

Applicant: Brad Dunlap

Proposal:

1. Construction of residence

Staff presented its report. The property owners, Rodney and Lisa Kramer, were present to represent the application. Mr. Kramer thanked the HP Permit Subcommittee for their feedback and expressed a willingness to adjust the light fixtures and color selection for the house. Ms. Kramer pointed out the color samples and estimated that the colors would appear darker because the house would face north on 17th Street.

Commissioner Sanders reported that the HP Permit Subcommittee's goal was to work with the applicant and owners to ensure the house reflected as many historic elements as possible from the neighborhood, to deal with neighborhood concerns about the number of bright white and black houses in the Barnard Trace development that did not blend well with the rest of the adjoining Yorktown neighborhood, and to encourage a historically appropriate window size and style. Commissioner Sanders stated that the previously proposed windows on the front of the house underneath two dormers did not reflect any historic elements in the neighborhood and did not match the windows to the right of the front door. Commissioner Sanders reported that the subcommittee had recommended a smaller window, along with more appropriately sized wall lights, but in general felt that the proposed design was much better than the average home in Barnard Trace.

Upon a request from Commissioner Grant, Commissioner Sanders clarified the subcommittee's recommendation and described the changes made in the revised elevations. Ms. Kramer stated that they respected the commission's decision, but preferred the original proposal that was presented to the subcommittee over the revised proposal.

Commissioner Parker stated that the scale of the proposed house, like other houses in Barnard Trace, was uncommon in the rest of Yorktown, and observed that the examples the applicant provided of other houses in the neighborhood were much smaller, Tudor style residences. Commissioner Parker stated the proposed house had a thirteen-foot (13'-0") plate height to the side gable and had a very modern, large, and imposing feel to it. Commissioner Parker agreed with the recommendation to avoid making the house look taller with tall windows that extend through the lowest plate height on the house, which was ten feet (10'-0").

Commissioner Grant made a motion to approve the application as presented with the shorter windows and the dormer changes, per the recommendations by the HP Permit Subcommittee. The motion was seconded by Commissioner Evans and passed with a majority.

**Vote: 2318 E. 17th St. (Yorktown)**

Motion to approve application

**In Favor**

1. Sanders
2. Evans
3. Grant
4. Hood
5. Johannsen

**Opposed**

- Parker  
McKee  
Townsend

**Abstaining**

**Not Present**

- Ellington  
Turner

3. **HP-0511-2023 / 1623 S. Madison Ave. (North Maple Ridge)**

*Historic Preservation Permit Subcommittee Review Date: November 2, 2023*

Applicant: Michael Schulz

Proposal:

1. Repair of concrete porch floor

Staff presented its report. The applicant, Michael Schulz, added that the house was elevated approximately four feet (4'-0") above street level and that the porch floor would not be visible from the sidewalk. Commissioner Sanders explained that the application was part of a larger, phased project, and reported that the HP Permit Subcommittee recommended approval of the application.

Commissioner McKee asked about the color of the proposed tiles and expressed a preference for terra cotta over black and white tiles. Mr. Schulz replied that he was not sure yet but thought that the commission's approval of the concrete repairs would assist him in making the decision. Mr. Schulz emphasized that he would like to install period-appropriate tiles, even if they would not be visible from the street. Commissioner Parker suggested approving the installation of tile as part of the repair to the porch floor. Commissioner Sanders asked the applicant if he would return with a separate proposal for the tiles, and Mr. Schulz replied that he did not intend to do so because they would not be visible from the street.

Commissioner Grant commented that terra cotta was widely used on side porches throughout the neighborhood and expressed approval of the material. Commissioner Grant added that he felt the reference to black and white tiles was too vague to approve. Mr. Schulz again noted the tile would not be visible from the street, and Commissioner Parker agreed but also agreed with the preference for terra cotta tiles. Commissioner Sanders recalled that the basis of the subcommittee's recommendation of approval of either option was that the tile would not be visible from the street.

Commissioner Parker pointed out the screen on the porch and noted that, if the tile extended beyond the bottom plate of the screen to the brick edge of the porch, then it would be visible. Mr. Schulz confirmed that they intend to install the tile under the screen with a bullnosed tile at the edge. Commissioner Parker felt the commission could approve the repair of the concrete but that at least the visible edge the tile would need to be reviewed. Commissioner Parker suggested approving the application with the condition that a terra cotta tile with a bullnose be used along the edges of the porch.

Discussion continued with questions about the current floor finish and the treatment of the edge of the porch. Commissioner Parker pointed out a photograph showing that the concrete was poured up to the brick on the house. Commissioners agreed that

even if the porch screen were removed, the tile would not be visible because of its height above the sidewalk. Commissioner Hood stated that concrete could be scored to give the appearance of tile, and Commissioner Parker stated that various types of tiles, including hexagons, small squares, and through-body porcelain had also been used in similar treatments. Commissioner Sanders suggested approving the application with the use of terra cotta tiles and noted the applicant could return with an amended application if he decided on a different treatment of the porch floor.

Commissioner Evans made a motion to approve the application on the condition that a traditional terra cotta tile with a bullnose be used. The motion was seconded by Commissioner McKee and passed unanimously.

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

Motion to approve with condition

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

4. **HP-0504-2023 / 1704 S. Yorktown Ave.** (Yorktown)

*Historic Preservation Permit Subcommittee Review Date: October 17, 2023, November 9, 2023*

Applicant: Tom Neal

Proposals:

1. Demolition of existing accessory building
2. Construction of two-story accessory building in street yard
3. Construction of new fence in street yard
4. Construction of new driveway in street yard

Staff presented its report. The applicant, Tom Neal, described revisions made to the elevations, which reflected the reduction in grade so that the proposed accessory building would be closer in height to the principal residence. Commissioner Parker asked if the revised elevations had been reviewed by the HP Permit Subcommittee, and Commissioner Sanders replied that they had not.

Mr. Neal indicated that the existing grade changed by approximately four feet (4'-0") from Yorktown Avenue to the rear of the property. Mr. Neal estimated the principal residence had an approximate height of nineteen feet (19'-0") at its rear and an approximate height between twenty-one feet (21'-0") and twenty-two feet (22'-0") along the main roof structure. Mr. Neal stated that the revisions reduced the height of the accessory building from twenty-four feet and six inches (24'-6") to twenty-two feet and six inches (22'-6"), which was very close to the height of the principal residence. Commissioner McKee expressed appreciation for the reduced height of the accessory building.

Commissioner Sanders also expressed appreciation for the efforts to bury the building into the grade to reduce its effective height. Commissioner Sanders expressed the

opinion that the revised scale was appropriate. Commissioner McKee agreed, noting the building would more closely align with the surrounding neighborhood.

Commissioner McKee made a motion to approve the application. The motion was seconded by Commissioner Sanders and passed unanimously.

**Vote: 1704 S. Yorktown Ave. (Yorktown)**

Motion to approve application

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

5. **HP-0507-2023 / 1202 E. 18th St. (North Maple Ridge)**

*Historic Preservation Permit Subcommittee Review Date: November 2, 2023*

Applicant: Amanda Riley

Proposals:

1. Construction of retaining wall
2. Relocation of fence in street yard

Staff presented its report. The applicant, Amanda Riley, clarified that she had adjusted the height of the proposed retaining wall so that it would align with the brick column and cap of the neighboring wall to the south to ensure a more level grade in the side yard. Commissioner Sanders reported that the HP Permit Subcommittee had focused their concerns not on the stonework but on the fence. Commissioner Sanders reported that the subcommittee had recommended the fence run in a straight line rather than follow the curve of the stone wall.

Commissioner Grant asked how far from the stone wall the fence would be, and Ms. Riley replied that it would be just behind the stone wall to allow room for the fence posts. Ms. Riley then described the spacing of the posts and installation of the fence panels in relation to the roots of the tree, about which she had consulted an arborist. Upon questions from commissioners, Ms. Riley explained that the current slope of the yard and location of the fence made it difficult and unsafe for her to mow and maintain that area of the yard. Ms. Riley preferred the proposed treatment over other solutions discussed during the subcommittee meetings.

Commissioner Townsend expressed concern about the fence feeling monolithic along the sidewalk without the strip of grass between the retaining wall and the fence. Ms. Riley responded that approximately one foot (1'-0") of space between the wall and fence would remain and that the fence height would not change. Commissioner Parker pointed out that similar treatments were common along side streets in North Maple Ridge. In response to a request for information from Commissioner Grant, Ms. Riley confirmed that the new stones would match the existing stone retaining wall.

Commissioner Grant made a motion to approve the application. The motion was seconded by Commissioner Evans and passed unanimously.

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

Motion to approve

**In Favor**

1. Parker
2. Sanders
3. Evans
4. Grant
5. Hood
6. Johannsen
7. McKee
8. Townsend

**Opposed**

**Abstaining**

**Not Present**

Ellington  
Turner

**6. HP-0514-2023 / 1619 S. Trenton Ave. (Swan Lake)**

*Historic Preservation Permit Subcommittee Review Date: N/A*

Applicant: Shelley Almeida

Proposal:

1. Substitution of material on stem wall and piers on rear addition  
*Application to amend HP-0495-2023 approved by Tulsa Preservation Commission on September 26, 2023*

Staff presented its report, noting that the applicant proposed eliminating the brick veneer on the concrete stem wall and replacing the brick veneer on the rear porch posts with a simple wood column style. The applicant, Shelley Almeida, added that the stem wall would be obscured from view by a privacy fence but indicated a willingness to seal the concrete if necessary. Commissioner Parker had no issue with the concrete stem wall.

Commissioner Parker asked about the treatment of the columns below the floor of the rear porch, and Ms. Almeida explained that the concrete stem wall would extend under the porch structure. Commissioners Parker and Sanders requested clarification about the stem wall, and Ms. Almeida indicated that both the floor of the porch and the stem wall would be concrete, and that neither the columns nor their support posts would be visible below the floor of the porch. Commissioner Parker was satisfied with the additional information provided by the applicant, and Commissioner Townsend appreciated the applicant's willingness to discuss the project and make changes as necessary.

Commissioner Townsend made a motion to approve the application with the clarification that the stem wall below the porch floor will be concrete, that the porch floor will be concrete, and that the columns will be wood above the floor level. The motion was seconded by Commissioner Johannsen and passed unanimously.



**Vote: 1619 S. Trenton Ave. (Swan Lake)**

Motion to approve application

**In Favor**

1. Parker
2. Sanders
3. Evans
4. Grant
5. Hood
6. Johannsen
7. McKee
8. Townsend

**Opposed**

**Abstaining**

**Not Present**

Ellington  
Turner

**7. HP-0502-2023 / 1571 E. 19th St. (Swan Lake)**

*Historic Preservation Permit Subcommittee Review Date: November 2, 2023*

Applicant: MERH, LLC

Proposal:

1. Replacement of windows

*Application to amend HP-0466-2023 denied by Tulsa Preservation Commission on June 27, 2023*

*Project initiated without an historic preservation permit.*

Staff presented its report, explaining that the applicant had responded with additional information to present to the full commission, including the color, mullion, and brickmould options for the selected window style. The applicant's representative, Markus Engelke, was not present but had informed staff that he would defer to the commission regarding these elements and their respective sizes. Commissioner Sanders reported that the HP Permit Subcommittee referred the application to the preservation commission without a recommendation because there was not a consensus regarding this application with the applicant absent at the subcommittee and preservation commission meetings.

Staff directed the commissioners' attention to the additional specifications in the staff report. Upon request, staff directed the commissioners' attention to a previous image of the original windows, which indicated the approximate size of the former brickmould and mullions. Commissioners then discussed what the dimensions may have been. Commissioner Sanders asked staff to provide information about the number of windows to be replaced—specifically, whether the applicant now intended to replace the windows on all three visible sides, not only the front façade. Staff confirmed that that was their understanding of the applicant's intent, per the information provided by the applicant showing that south-, west-, and east-facing windows were to be replaced.

Commissioner Parker made a motion to approve the application with the conditions that the windows have a two-inch (0'-2") solid spread mull (approximately four-inch (0'-4") wide mullion) and that a two-inch (0'-2") brickmould trim be included and to make no recommendation on the color. The motion was seconded by Commissioner Sanders and passed unanimously.

**Vote: 1571 E. 19th St.** (Swan Lake)  
Motion to approve application with conditions

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

8. **HP-0512-2023 / 1607 S. Trenton Ave.** (Swan Lake)  
*Historic Preservation Permit Subcommittee Review Date: November 2, 2023*  
Applicant: Ashley Yancey  
Proposals:
1. Construction of dormers
  2. Construction of rail on porch
  3. Installation of door
  4. Installation of light fixtures

The applicant was not present, and there were time constraints due to the upcoming National Register Training. Legal staff advised that the matter could be continued to the next regular meeting.

Commissioner Evans made a motion to continue the application to the next regular meeting of the Tulsa Preservation Commission because of the applicant's absence and time constraints. The motion was seconded by Commissioner Townsend and passed unanimously.

**Vote: 1607 S. Trenton Ave.** (Swan Lake)  
Motion to continue to the next regular meeting

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

- C. Reports
1. Staff Report  
None
  2. Chair Report  
Commissioner Parker formed the nominating committee to elect officers for the 2024 calendar year. The nominating committee comprised Commissioners Parker, Sanders, and McKee.

- D. New Business  
None
- E. Announcements and Future Agenda Items  
Staff reminded commissioners about the National Register Training, which would take place directly after the commission meeting.
- F. Public Comment  
None
- G. Adjournment  
Commissioner Parker adjourned the regular meeting at 12:30 p.m.