



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Thursday, June 27, 2024, 4:00 p.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 Sanders called the regular meeting to order at 4:02 p.m.

Members Present

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

Members Absent

Mary Lee Townsend, Ph.D.

Staff Present

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

Others Present

Jeff Bier, Rebecca Johnston, Cassie Moon, Tom Neal, Larry Payne, Craig Zietlow, Lindsay Zietlow

2. Review and Approval of Minutes – Regular Meeting, March 28, 2024

Commissioner Grant made a motion to approve the minutes of the regular meeting on March 28, 2024. The motion was seconded by Commissioner McKee and passed with a majority.

Vote: Minutes – Regular Meeting, March 28, 2024

Motion to approve minutes

In Favor

1. Sanders
2. Hood
3. Parker
4. Evans
5. Grant
6. McKee
7. Turner

Opposed

Abstaining

Ellington
Johannsen

Not Present

Townsend

3. Review and Approval of Minutes – Regular Meeting, April 11, 2024
Commissioner Ellington made a motion to approve the minutes of the regular meeting on April 11, 2024. The motion was seconded by Commissioner Grant and passed with a majority.

Vote: Minutes – Regular Meeting, April 11, 2024

Motion to approve minutes

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

4. Review and Approval of Minutes – Regular Meeting, April 25, 2024
Commissioner Grant made a motion to approve the minutes of the regular meeting on April 25, 2024. The motion was seconded by Commissioner Ellington and passed with a majority.

Vote: Minutes – Regular Meeting, April 25, 2024

Motion to approve minutes

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

5. Review and Approval of Minutes – Regular Meeting, May 23, 2024
Commissioner Ellington made a motion to approve the minutes of the regular meeting on May 23, 2024. The motion was seconded by Commissioner Johannsen and passed with a majority.

Vote: Minutes – Regular Meeting, May 23, 2024

Motion to approve minutes

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

- 6. Disclosure of Conflicts of Interest
None

B. Actionable Items

- 1. **HP-0585-2024 / 1540 S. Yorktown Ave.** (Yorktown)
Historic Preservation Permit Subcommittee Review Date(s): June 6, 2024, June 20, 2024
 Applicant: Juli Couch, LAR Investment
 Proposal:
 - 6. Replacement of existing windows
 - 7. Removal of windows
 - 9. Installation of windows**Project initiated without an historic preservation permit*

Staff presented their report. The applicant, Juli Couch, was present, and Tom Neal spoke as her representative. Commissioner Hood reported that at the subcommittee, a plan to address previous concerns was supposed to be reviewed, but no site plan was provided. He emphasized that the applicant was told to provide a site plan to reinstall the windows based on the home’s historical image.

Mr. Neal explained that he was hired on June 21, 2024, to develop an adaptive reuse plan due to the interior configuration of the home. He detailed the need for slightly modifying the placement of the windows because the interior of the home had been reconfigured and if the window was put back in its original location, it would be right in the middle of the staircase and would not be attractive. Commissioner Grant suggested reinstalling the rear windows as drawn and aligning the middle window with the others as it originally was. The commission unanimously agreed with Commissioner Grant. Commissioner Grant added that if the central window was problematic because of the reconfiguration of the interior then the applicant could cover it with sheetrock or add a faux window.

Commissioner Evans made a motion to approve the application with the conditions that the two windows on the south façade be repopulated, and that the stair window presented be installed in line with the 1st story window (and may be faux or not). The motion was seconded by Commissioner Johannsen and passed unanimously.

Vote: 1540 S. Yorktown Ave. (Yorktown)

Motion to approve application

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

2. **HP-0587-2024 / 1767 S. St. Louis Ave.** (Swan Lake)

Historic Preservation Permit Subcommittee Review Date(s): June 6, 2024

Applicant: Craig & Lindsay Zietlow

Proposal:

1. Replacement of French doors

Staff presented their report. The applicants, Craig and Lindsay Zietlow, were present. Ms. Zietlow noted that the grill pattern would match the provided picture, not the current door. Commissioner Turner asked how the door would be taller than the existing one. Mr. Zietlow explained that he removed the interior trim (a 2x4 filler) which made the frame taller. Commissioner Turner asked if the previous door was abnormally short or the new door abnormally tall. Mr. Zietlow stated that the proposed door is an oversized custom door.

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

Vote: 1767 S. St. Louis Ave. (Swan Lake)

Motion to approve application

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

3. **HP-0593-2024 / 217 E. 18th St.** (North Maple Ridge)

Historic Preservation Permit Subcommittee Review Date: June 6, 2024

Applicant: Tom Neal

Proposals:

1. Demolition of existing stoop and awning
2. Construction of porch

Staff presented its report. The applicant, Tom Neal, was present. Commissioner Hood reported that the subcommittee recommended approval. He noted that the construction of the porch did not look original but acknowledged similar variations in the neighborhood. Mr. Neal suggested that the porch was likely added in the 1970s or 1980s. He stated that what he was trying to work with existing materials to make it look as though it was always there.

Commissioner Sanders suggested reducing the porch size slightly for more historical character. He noted the porch was so large that it disappeared into the house instead of having craftsman characteristics to it. Mr. Neal mentioned that he would need to speak with his clients first but agreed that it would be a great idea.

Commissioner Parker asked why a shed roof was chosen over a hipped roof. Mr. Neal explained that when he drew it with hipped corners it didn't look aesthetically pleasing. Commissioner Parker suggested a hipped roof would tie in with the main

house. Commissioner Sanders asked Mr. Neal if he would consider returning to the next Commission meeting with revised plans incorporating the Commission's suggestions. Mr. Neal agreed.

HP-0593-2024 was continued to July 11, 2024, at the request of the applicant.

4. **HP-0598-2024 / 1624 S. Detroit Ave.** (North Maple Ridge)
Historic Preservation Permit Subcommittee Review Date: June 20, 2024
Applicant: Cassie Moon
Proposal:
1. Installation of fence

Staff presented its report. The applicant, Cassie Moon, was present. Commissioner Hood reported that the subcommittee only stipulated a maximum fence height of (6'-0"). Commissioner Parker asked about the previous fence height. Ms. Moon replied that it was (5'-0") tall and the one before that was (6'-0") tall. Commissioner McKee opposed a (6'-0") fence and preferred a (5'-0") fence due to the retaining wall that it would be on top of. She said the fence would tower over the walkway. Commissioner Ellington agreed with Commissioner McKee, noting that a taller fence would obscure the house. Ms. Moon argued a (6'-0") fence would not hide the house and preferred a taller fence for privacy. Commissioner Parker suggested that if a (6'-0") fence was approved, it should be set back (1'-0") from the retaining wall to avoid an (8'-5") face.

Commissioner Grant asked if the pickets were (0'-4") or (0'-6") wide and Ms. Moon was unsure. Commissioner Grants suggested a (0'-4") wide picket would be more appropriate.

Commissioner Grant made a motion to approve with the conditions that the vertical pickets are (0'-4") wide in the location of the existing fence, up to (6'-0") foot tall. The motion was seconded by Commissioner Evans and passed with a majority.

Vote: 1624 S. Detroit Ave. (North Maple Ridge)
Motion to approve application

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

5. **HP-0600-2024 / 2311 E. 17th Pl.** (Yorktown)
Historic Preservation Permit Subcommittee Review Date(s): June 20, 2024
Applicant: Larry D. Payne
Proposal:
1. Construction of residence

Staff presented their report. The applicant, Larry Payne, and his representative, Jeff Bier, were present. Commissioner Hood expressed the subcommittee didn't thoroughly review the application because of the inconsistencies in Barnard Trace. He

acknowledged the proposed home resembles others on the street but is much larger than any historic homes in the area. He mentioned providing suggestions to the architect for a more historic look.

Mr. Bier said the home was designed to fit on the street, and the high cost of lots justified a larger custom home. Mr. Payne stated that he has lived in the neighborhood for thirty years and believed his home would be the nicest home in the area.

Commissioner Sanders noted neighborhood concerns about the homes on the street being too bright and white compared to the variety of color in Yorktown. He asked if a more traditional brick color was considered. Mr. Bier stated that he preferred a white brick with some rock with white mortar. Mr. Bier noted it would not be as bright as other homes on the street.

Commissioner Parker stated that the commission was in a dilemma because the guidelines state that the homes should match the scale of the existing structures. She implied that if it is based on the existing structures built within the past five years, then they would be following the guidelines, but if based on the historical structures in Yorktown, it would be overscale. Commissioner Sanders acknowledged the frustration but said they had addressed scale by being more considerate to the abutting homes than those further down the street.

Commissioner Grant emphasized that in the past five years the commission developed standards for the area, balancing Yorktown's character but allowing the free expression of the new construction homes. He urged the applicant to return to the subcommittee to implement the standards developed by the commission. Commissioner Grant and Commissioner Turner offered to attend the subcommittee meeting to help work out the details. The applicant and Mr. Bier agreed to return to the subcommittee meeting.

Commissioner Sanders left at 5:35 p.m.

- C. Reports
 - 1. Staff Report
None
 - 2. Chair Report
None
- D. New Business
None
- E. Announcements and Future Agenda Items
None
- F. Public Comment
None
- G. Adjournment
Commissioner Hood adjourned the regular meeting at 5:43 p.m.