



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Thursday, October 10, 2024, 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 Sanders called the regular meeting to order at 11:05 a.m.

Members Present

Mark D. G. Sanders, Chair
Katelyn Parker, RA, Secretary
Royce Ellington
Peter Grant, GMR, CAPS
Susan McKee, MFA
Mary Lee Townsend, Ph.D.

Members Absent

Shane Hood, Vice-Chair
Geoffery Evans, PLA, ASLA
Jackie Price Johannsen
James E. Turner, AIA

Staff Present

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

Others Present

Billy Hart, John Spillyards, Drew France, Mike McKee

2. Review and Approval of Minutes – Regular Meeting, September 26, 2024. Motion made by Commissioner Hood to approve the minutes of the regular meeting on September 26, 2024. The motion was seconded by Commissioner Grant. The motion passed.

Vote: Minutes – Regular Meeting, August 22, 2024

	In Favor	Opposed	Abstaining	Not Present
1.	Sanders		McKee	Hood
2.	Parker			Evans
3.	Ellington			Johannsen
4.	Grant			Turner
5.	Townsend			

B. Actionable Items

1. **HP-0613-2024 /1602 S. Norfolk Ave.** (North Maple Ridge)

Applicant: Mike McKee

Proposals:

1. Replacement of French door
2. Installation of new windows

Staff gave their presentation, and the applicant Mike McKee was present. Commissioner Ellington noted that during the applicants' second visit to present a revised plan, the committee moved to approve the proposals. He indicated that since this was an addition, they felt that the proposals would enhance the overall appearance. Mr. McKee explained that the only change that they would be making is adding pane dividers, painting the trim, and changing the muntin pattern. Commissioner Sanders stated that these changes represent positive progress for the home.

1602 S. Norfolk Ave. (North Maple Ridge)

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

Cited Guideline (s): A1.1, A1.2 and A1.3.

	In Favor	Opposed	Abstaining	Not Present
1.	Sanders	Townsend		Hood
2.	Parker			Evans
3.	Ellington			Johannsen
4.	Grant			Turner
5.	McKee			

2. **HP-0621-2024 /1616 S. Owasso Ave.** (North Maple Ridge)

Applicant: Terra James

Proposals:

1. Replacement of chain-link fence

Staff gave their presentation, and the applicant Terra James was not present. Commissioner Sanders asked if the applicant intended to replace the existing chain link fence with an aluminum one. Commissioner Ellington clarified that the applicant had proposed a wrought iron fence, which had received approval during the subcommittee meeting.

1616 S. Owasso Ave. (North Maple Ridge)

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

Cited Guideline (s): G1.1 and G1.4.

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

3. **HP-0623-2024/2128 E. 18th St. (Yorktown)**

Applicant: Rob Helms

Proposals:

1. Replacement and widening of driveway
2. Installation of pavers

Staff gave their presentation, and the applicant was not present. Commissioner Ellington remarked that the applicant was expected to provide a mockup illustrating the intended appearance of the pavers on the opposite side. Commissioner Sanders asked whether the pavers were made of stone or cast concrete. Commissioner Ellington clarified that they are slate pavers. Commissioner Grant asked if any discussions about the narrowness of the pavers was brought up in the subcommittee meeting. Commissioner Ellington stated that they did not address it, but they did discuss the possibility of adding an element on the right side of the driveway to create balance. The applicant was to submit a proposal reflecting the proposed changes. Commissioner Townsend asked whether the subcommittee required the applicant to send in a mockup or if it was merely a suggestion. Commissioner Ellington indicated that it was advised for the applicant to provide it prior to the commission meeting.

Commissioner Sanders commented that whatever is on one side should be consistent with the other side to balance everything out. Commissioner Parker stated that she was confused regarding the changes and the specific dimensions involved. John Spillyards clarified that the apron and the approach had been widened due to difficulties in maneuvering, but the applicant was content with maintaining a narrow driveway, as he only needed pavers to enter and exit from the vehicle when parked. He noted that Commissioner Hood had suggested expansion cuts to visually align the wider section with the driveway, enhancing its aesthetic appeal. Commissioner Townsend questioned how reasonable it was to request the drawings before a decision is made. Commissioner Sanders stated that they could impose conditions based on the commission's preferences. Commissioner Townsend proposed a denial until further information is given. Commissioner Grant added that the denial stems not only from the lack of information, but also from the fact that slate side dressing lacks historical precedent in the neighborhood, and it is an inappropriate addition to the design. Commissioner Grant commented that he would have rather seen the applicant bring the wider apron all the way down instead of stepping it back to (8',0"). He expressed that this is what happens when a job is done without an application.

2128 E. 18th St. (Yorktown)

Commissioner Townsend made a motion to deny that application as presented due to the lack of information, and it does not meet with guidelines. The motion was seconded by Commissioner Grant and passed unanimously.

Cited Guideline (s): A.1.2, G.1.3, and G.2.3

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

4. HP-0625-2024/656 N. Cheyenne Ave. (The Heights)

Applicant: Drew France

Proposals:

1. Replacement of windows

Staff gave their presentation, and the applicant Drew France was present. Commissioner Parker expressed her displeasure with the original windows and questioned whether the divisions were located between the glass in the original design. Mr. France confirmed that there were divisions located between the glass noting a visible bumper on the back of the muntin. He added that the replacement windows would closely resemble the existing ones. Commissioner Parker stated that she had no objections to replacing the windows with like for like and with better material, but she expressed interest in seeing an applied muntin if feasible. Mr. France stated that he did not believe the window company offered that feature, but he was open to investigating the possibility to have it applied.

656 N. Cheyenne Ave. (The Heights)

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

Cited Guideline (s): A1.1, A1.3, E1.1 and E1.2.

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

5. HP-0627-2024/1515 S. Trenton Ave. (Swan Lake)

Applicant: Gary Watkins

Proposals:

2. Demolition of existing carport

Staff gave their presentation, and the applicant’s representative Billy Hart was present. Commissioner Ellington reported that the subcommittee believed the carport should either revert to its original design or be demolished entirely. He mentioned that

after discussions with the property owner, the owner was also willing to remove the dog statues from the house. Commissioner Townsend asked if they knew when the dog statues were installed to which Mr. Hart responded that they were added after 1996.

Commissioner Parker raised a question regarding the resolution of the roof structure above the stairs following the carports removal. Mr. Hart explained that there would be no overhang remaining once the carport was removed. Commissioner Sanders asked if the applicant intended to remove all elements with the redwood framing. Mr. Hart clarified that while the carport would be taken down, the covering over the steps would remain. Commissioner Parker expressed concern, stating that leaving the covering would be inappropriate, as it appeared to be an addition, and she sought clarification on how the applicant planned to address the matter. Mr. Hart contended that it had never been an issue, but he would proceed with the demolition of all structures with the red wood framing. He further suggested that since the commission continues to raise concerns, the owner is considering demolishing the house entirely to eliminate any points of contention. Commissioner Sander proposed that removing the carport and the covering over the stairs would honor the original design of the home. Staff confirmed that Commissioner Hood concurred with the remarks made by Commissioner Sanders.

1515 S. Trenton Ave. (Swan Lake)

Commissioner Ellington made a motion to approve the application with the condition that carport and the covering over the steps that are not original be removed taking it back to the original house in the photos supplied during the meeting. The motion was seconded by Commissioner Townsend and passed unanimously.

Cited Guideline (s): All section A.

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

C. Reports

1. Staff Report
None

2. Chair Report
None

On behalf of the Enforcement Committee, Commissioner Grant reported that multiple meetings had taken place, including a recent discussion with the Code Enforcement Department. He indicated that the committee would return with recommendations for the Commission in a couple of weeks. Commissioner Sanders noted that he attended the meeting expressing that Code Enforcement appeared more eager to assist the Commission than he had anticipated. On behalf of the Rules and Regulation Committee, Commissioner Townsend stated that staff is progressing with the removal of the 30-day limit from the zoning code. On behalf of the Outreach Committee, Commissioner Ellington stated that they are excited about advancing the branding

initiative to get material out to the public. He also mentioned a scheduled 3-hour GTAR class on Oct 29th.

D. New Business

Commissioner Townsend shared a story regarding a friend who recently sold a house and encountered an issue she wished to bring to the Commission's attention. She stated that her friend had an appraiser assess the property at 1900 square feet, which influenced the sale price. However, the buyer's appraiser later indicated that a new federal regulation, effective as of last August, stipulates that any room with a height of less than (8',0") cannot be included in the square footage calculation. Consequently, the actual size of the home was determined to be 1500 square feet, prompting the buyers to request a new price. Commissioner Townsend stated that her friend wanted to make sure that retailers were aware of that. Commissioner Ellington stated that they should be aware of these changes. Commissioner Townsend suggested that this would be good to take into consideration when dealing with historic homes. Commissioner Townsend suggested that this information should be taken into consideration when addressing issues related to historic homes with a gable roof.

E. Announcements and Future Agenda Items

None

F. Public Comment

None

G. Adjournment

Commissioner Sanders adjourned the regular meeting at 12:05 p.m.