



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Thursday, January 16, 2025, 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 Hood called the regular meeting to order at 4:00 p.m.

Members Present

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

Members Absent

Mary Lee Townsend, Ph.D.

Staff Present

Audrey Blank, Rebecca Cantu, Skylar Marlow-Fuson, Caleb Rocha

Others Present

Tom Neal, Brent Wilks

2. Review and Approval of Minutes – Regular Meeting, December 12, 2024. Motion made by Commissioner McKee to approve the minutes of the regular meeting on December 12, 2024. The motion was seconded by Commissioner Evans. The motion passed.

Vote: Minutes – Regular Meeting, October 24, 2024

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

B. Actionable Items

1. HP-0643-2024 /1340 E. 20th St. (Swan Lake)

Applicant: Tom Neal

Proposals:

1. Installation of railing on stairs and porch

Staff gave their presentation, and the applicant Tom Neal was present. Commissioner Ellington reported that the subcommittee had no objection to the rail; however, they expressed concerns regarding the proposed addition of concrete. He mentioned that the subcommittee recommended outlining the concrete pad with brick. Mr. Neal conveyed that his client wishes to expand the concrete pad and, in accordance with the subcommittee's suggestion, he believes it would be prudent to outline the pad with brick. He acknowledged, however, that achieving an exact match for the brick may not be feasible, but they would make every effort to do so. Commissioner Sanders sought clarification from Mr. Neal on whether they intended to construct the pad with brick or merely outline the concrete pad. Mr. Neal confirmed that they would be outlining the pad with brick. Commissioner Grant asked if they were indeed enlarging the pad, to which Mr. Neal affirmed. Commissioner Turner pointed out that in the plans include a large planter and asked if it would be a permanent fixture. Mr. Neal clarified that it is intended as porch furniture and will not be permanent; its purpose is to prevent individuals from walking off the edge.

1340 E. 20th St. (Swan Lake)

Commissioner Grant made a motion to approve the application with the condition that a matching brick border/edge be added instead of concrete. The motion was seconded by Commissioner Turner. The motion passed unanimously.

Cited Guideline (s):

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

2. HP-0644-2025 /1519 E. 21st St. (Swan Lake)

Applicant: Brent Wilks

Proposals:

2. Installation of parking pad

Staff gave their presentation, and the applicant Brent Wilks was present. Commissioner Hood stated that during the last subcommittee meeting under new business, the committee deliberated on whether it could take action regarding a situation that arose prior to the applicant's acquisition of the property. He sought the commission's perspective on the potential liability of the applicant for the existing violation. Commissioner Grant noted that the enforcement committee had previously

addressed similar scenarios and concluded that a violation does not cease to exist simply because the original owner is no longer involved; rather, it remains associated with the property until it is rectified. Commissioner Sanders added that regardless of the timing of the violation or the party at fault, it remains a violation tied to the property. City Legal clarified that the ordinance stipulates that an approved permit is linked to the land and is unaffected by changes in tenancy, ownership, or management, which also applies to actions taken without permits. Commissioner Grant expressed his belief that the driveway does not comply with the city's green space requirement, citing an excess of concrete in the front area. Commissioner Hood concurred with Commissioner Grant's assessment but noted that the matter falls outside the commission's jurisdiction. He raised the question of whether a new owner is accountable for violations stemming from previous owner's lack of proper permits, and aligning with historical standards, or if the commission should pursue action against the former owners, emphasizing that the commission does not intend to penalize individuals for actions taken by prior owners. Commissioner Sanders indicated that should the commission determine the property to be in violation, it would result in a cloud on the title; however, theoretically, the applicant could seek recourse against the seller who sold the property with the violation. Mr. Wilks expressed that he was unaware of any issues regarding the concrete pad and noted that within the first ten days of purchasing the property, he appeared before the commission, he requested six items, of which one was approved. He mentioned that he purchased the property in cash twelve weeks ago and was unaware that he purchased the house with a violation. He emphasized that he does not intend to pursue any parties involved, regardless of the circumstances, but is focused on rectifying the situation. Commissioner Ellington explained that during the subcommittee meeting, it was concluded that the concrete pad does not comply with the guidelines and would not have been approved in its current installation. Mr. Wilks remarked that he would not have paid \$275,000 for the property had he been aware of this issue. Commissioner Grant noted their efforts to collaborate with him to identify a solution. Commissioner Ellington added that the challenge lies in the fact that the home is a contributing structure within a historic neighborhood. Mr. Wilks stated that he is prepared to demolish the driveway that evening if it is deemed problematic. Commissioner Hood conveyed to the applicant that he finds himself in an unfortunate predicament created by another party, and they are endeavoring to assist him. Mr. Wilks mentioned his intention to remove the rocks from the retaining wall and replace them with the appropriate bricks, but he does not want to tear up the driveway. Commissioner Hood highlighted that various jurisdictions would have an issue regarding the driveway. Mr. Wilks mentioned that he has already applied for a driveway permit and is currently awaiting its review. Commissioner Hood expressed his belief that the review will likely conclude that the driveway does not comply with the city code. Mr. Wilks inquired whether compliance with the city code would lead to the approval of the pad by the commission. Commissioner Hood stated that the city will inform him that the driveway cannot be situated in front of his residence due to its excessive width. He further explained that, although it does not adhere to the guidelines of HP, it also fails to meet with the city's standards. Mr. Wilks reiterated his question about whether the commission would approve the driveway if the city granted its approval. Commissioner Hood reiterated that their guidelines are black and white, and the parking pad does not conform to them. Mr. Wilks sought alternatives to removing the driveway. Commissioner Sanders responded that there are no other options to rectify the violation, emphasizing that their guidelines prohibit concrete structures like the one proposed in the front yard. Mr. Wilks urged the board to take whatever action is necessary. Commissioner Hood remarked that even if they approved of the proposal, the city, as the final authority, would still not approve of it. Mr. Wilks argued that the commission's denial of the application would prevent the city

from considering it. Commissioner Turner proposed that the applicant could appeal the commission's decision to the Board of Adjustment. Mr. Wilks indicated that he would not pursue that option and would comply with whatever the commission decided. Commissioner McKee noted that the commission should focus on voting regarding the current matter rather than potential future scenarios.

1519 E. 21st St. (Swan Lake)

Commissioner Sanders made a motion to deny the application as presented. The motion was seconded by Commissioner Ellington. The motion passed.

Cited Guideline (s): G.2.1, G.2.2 and G.2.3

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

C. Reports

1. Staff Report

Staff reminded the commission that all TPC meetings will take place on the 2nd floor in the City Council Chambers, while the subcommittee meetings will continue to be held in Rm 10-203 at City Hall on 10th floor. They also noted that the next subcommittee meeting is scheduled for January 23rd, and the TPC annual retreat will occur on January 17, at 9 a.m. at Cyntergy.

2. Chair Report

Commissioner Hood extended his condolences to Commissioner Townsend, expressing that she is in their thoughts.

D. New Business

None

E. Announcements and Future Agenda Items

None

F. Public Comment

None

G. Adjournment

Commissioner Hood adjourned the regular meeting at 4:34 p.m.