



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**Thursday, March 6, 2025, 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 Hood called the regular meeting to order at 11:01 a.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  
Mary Lee Townsend, Ph.D.

#### **Members Absent**

James E. Turner, AIA  
Mary Lee Townsend, Ph.D.

#### **Staff Present**

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

#### **Others Present**

Laverne Stone, Kelly Henning, Cynthia Solomon, Valerie O'Brien, Steven Lassman, Brian Parker, Chip Atkins, Micheal Schneider

2. Review and Approval of Minutes – Regular Meeting, February 6, 2025. Motion made by Commissioner McKee to approve the minutes of the regular meeting on February 6, 2025. The motion was seconded by Commissioner Ellington. The motion passed.

#### **Vote: Minutes – Regular Meeting, February 6, 2025**

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

Commissioner Parker entered the room at 11:03 a.m.  
Commissioner Johannsen entered the room at 11:04 a.m.

**B. Actionable Items**

1. **HP-0646-2025 / 1720 S. St. Louis Ave. (Swan Lake)**

Applicant: Kelly Henning

Proposals:

1. Installation of porch light
2. Installation of door hardware
3. Installation of sidewalk and steps
4. Construction of porch wall without a cap\*

*\*Alteration of approved proposal, related to HP-0430-2023 approved by Tulsa Preservation Commission on May 23, 2023*

Staff gave their presentation, and the applicant Kelly Henning was present. Commissioner Ellington reported that the applicant had fulfilled the requirements set by the subcommittee, and recommended approval based on the revised plans. Mr. Henning mentioned that he is nearing the completion of the project and is eager to be done. Commissioner Grant stated that all the materials were suitable but inquired about the decision to position the porch light on its current side, noting that it appeared cramped in its location. Mr. Henning explained that placing it on the opposite side would result in the obstruction of the column. Commissioner Ellington remarked that this question had been posed to Mr. Henning during the subcommittee, which prompted the request for the dimensions of the light to ensure it was not excessively wide. Commissioner Sanders requested further clarification from Mr. Henning regarding the absence of a cap on the porch wall. Mr. Henning responded that his mason overlooked the installation of a cap, and he offered to add one if the commission deemed it necessary.

**1720 S. St. Louis Ave. (Swan Lake)**

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

Cited Guideline (s): NA

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

2. **HP-0642-2024 /1428 E. 17th Pl. (Swan Lake)**

Applicant: Cynthia Solomon

Proposals:

1. Modification of retaining wall
2. Installation of new retaining wall
3. Installation of sidewalk
4. Install handrail – front steps
5. Repair/Replace brick – front steps

Staff gave their presentation, and the applicant Cynthia Solomon was present. Commissioner Ellington reported that the applicant has appeared before the subcommittee on multiple occasions. He explained that the applicant indicated that the contractor completed the work while they were on vacation. He noted that some modifications, specifically the widening of the driveway and the sidewalk, had been made prior to their review. He stated that the subcommittee agreed that the widening of the driveway and sidewalk were appropriate and would recommend their approval. He noted that they had an issue with the block on the retaining wall, suggesting that it be removed and replaced with concrete to align with the rest of the wall. He concluded that the rails and other proposals requested by the applicant were deemed appropriate, and they would recommend approval. Ms. Solomon expressed her willingness to comply with any recommendations deemed suitable. She added that the subcommittee proposed an alternative for the retaining wall: rather than removing the blocks and replacing them with concrete, they suggested applying stucco to the retaining wall to match the foundation of the house. Commissioner Ellington clarified that the stucco finish was only applicable if the blocks remained, not if they were replaced by concrete. Commissioner Parker noted that the applicant had requested a stucco finish for aesthetic reasons and affirmed that if the applicant desired a stucco finish, it could be implemented. Ms. Solomon remarked that the retaining wall was unappealing, and she sought a solution that would harmonize with the house. Commissioner Hood inquired about the discussion held in the subcommittee regarding the retaining wall. Commissioner Parker responded that they informed the applicant of the possibility of adding stucco to the retaining wall, but cautioned that it might crack, leading them to recommend replacing the blocks with concrete first, with the option of adding a stucco finish later if desired. Commissioner Grant suggested an alternative approach, proposing the application of a rub to create a stucco-like texture on the wall instead of using traditional stucco. Commissioner Hood emphasized that the proposal involves replacing the existing blocks with concrete and, if desired by the applicant, applying a rub or stucco finish to the retaining wall.

**1428 E. 17th Pl. (Swan Lake)**

Commissioner Evans made a motion to deny the application as presented. The motion was seconded by Commissioner Parker. The motion passed unanimously.

Cited Guideline (s): G.1.3, G.1.5, G.2.1 and G.2.3

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

3. **HP-0647-2025 /1712 S. Yorktown Ave. (Yorktown)**

Applicant: Laverne Stone

Proposals:

1. Reconstruction of porch steps
2. Installation of railing on steps

Staff gave their presentation, and the applicant Laverne Stone was present. Commissioner Ellington reported that the subcommittee recognized the need and the justification for the proposed steps, asserting that the changes would not alter the home's appearance or style. He mentioned that the applicant provided two railing options, with the subcommittee recommending the second option. Micheal Schneider, the contractor for the applicant, stated his intention to construct the tread at length of (0', 15") to accommodate Ms. Stone's upcoming knee surgery, as a wider tread would facilitate her use of a walker. Commissioner McKee inquired whether the shape of the steps would remain unchanged. Mr. Schneider confirmed that the original shape would remain the same and that the construction would remain within the boundaries of the two columns. Commissioner Sanders stated that he would not mind if the bottom step extended beyond the columns, provided the shape remained consistent. Ms. Stone added that she preferred the railing to be positioned on the right side rather than the left, as the screen door opens outward.

**1712 S. Yorktown Ave. (Yorktown)**

Commissioner Parker made a motion to approve the application subject to the following conditions that the tread depth be (0', 15") with four steps and that the second step extends (0', 5") into the column, the third step goes to the edge of the column, and that the fourth step goes (0', 15") beyond the column. The motion was seconded by Commissioner Sanders. The motion passed unanimously.

Cited Guideline (s): A.6.5, G.2.1, and G.2.2

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

Commissioner Parker recused herself at 11:47 a.m.

4. **HP-0635-2024 /902 N. Denver Ave. (The Heights)**

Applicant: Katelyn Parker

Representative: Brian Parker

Proposals:

Replacement of existing retaining wall (s)

1. Installation of new concrete steps

Staff gave their presentation, and the applicant's representative Brian Parker was present. Commissioner Evans reported that the new product closely resembles the one that had previously received approval. He mentioned that while segmental block

walls are generally not permitted, there is an existing wall which will be replaced in-kind. He stated that the primary concern raised was regarding the wall cap; the caps on the column of the house appeared to be made from limestone or cast stone, and there was a desire to explore options for matching the wall cap to the house's design. He said that the subcommittee could not reach a consensus on approval due to the wall cap issue. Commissioner Sanders expressed his difficulty with the guideline prohibiting segmental blocks, but below that sentence it says that the concrete block will be considered on a case-by-case basis. He interpreted this to mean that a segmental wall could be approved if it did not resemble a typical segmental wall. He argued that incorporating a contrasting cap on the wall would reduce the appearance of the segmental product. Mr. Parker mentioned that they are open to both options: using the cap designed for the wall or opting for the more expensive cast stone cap. He indicated a preference for a cap that would match the wall. Commissioner Ellington inquired whether there were other homes on the street featuring segmental walls. The staff highlighted images submitted by the applicant. Commissioner Grant stated that the cap designed for the wall would be suitable, suggesting that it is likely intended to conceal any exposed concrete.

**902 N. Denver Ave. (The Heights)**

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

Cited Guideline (s): G.1.3, G.1.5

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

Commissioner Parker reentered the room at 12:04 p.m.

5. **HP-0650-2025 /Swan Lake Park (Swan Lake)**

Applicant: Tulsa Parks Department (Anna America-Director)

Representative: Steve Lassman

Proposals:

1. Alteration to approved fence around Swan Lake

*\*Alteration of approved proposal, related to HP-0497-2023 approved by Tulsa Preservation Commission on September 26, 2023*

Staff gave their presentation, and the applicant's representative, Steve Lassman, was present. Mr. Lassman indicated that the proposed fence would feature a three-rail design. He clarified that the initially approved fence was not part of the project bid but was considered as an add alternate. He stated that as the Swan Lake fountain project approaches completion and with the availability of additional funds, they have obtained a new quote for a different type of fencing. He mentioned the discussions with the Swan Lake neighbors regarding various fencing options resulted in a consensus favoring the three-rail design with the classic tips. He emphasized that the fence would not be attached to the brick columns surrounding the lake. Commissioner Evans inquired whether the tops were blunt tops, to which Mr. Lassman confirmed they were classic pointed tops. Commissioner Sander expressed his approval of the proposed fence style, describing it as an enhancement. Chip Atkins expressed his

gratitude to Ana America and the Parks Department for securing funds for the fence, affirming that the proposed design aligns with the neighbors' preferences.

**Swan Lake Park** (Swan Lake)

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

Cited Guideline (s): G.1.3 and G.1.4

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

**C. Reports**

1. Staff Report

Staff informed the Commission of newly issued staff permits.

1531 S. Trenton Ave., HP-0648-2025

- Repair and replacement in-kind of porch railing, novelty siding, corner trim, porch column, porch frame/screen, concrete patio, rebuild/repoint brick stem wall, and sidewalk.

1554 S. Yorktown Pl., HP-0652-2025

- Replacement in-kind of driveway

2. Chair Report

None

On behalf of the Outreach Committee, Commissioner Grant stated that they had a public meeting last Thursday and he noted while there were concerns expressed by the neighbors about the changes happening the meeting was a success.

**D. New Business**

None

**E. Announcements and Future Agenda Items**

None

**F. Public Comment**

None

**G. Adjournment**

Commissioner Hood adjourned the regular meeting at 12:17 a.m.