



REGULAR MEETING MINUTES

Thursday, June 5, 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
James E. Turner, AIA
Mark Sanders
Susan McKee, MFA
Mary Lee Townsend, Ph.D.

Members Absent

Jackie Price Johannsen
Geoffery Evans, PLA, ASLA
Katelyn Parker, RA

Staff Present

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

Others Present

Drew France, Dan Jacobs, Glen Cole, Lisa Cole

2. Review and Approval of Minutes – Regular Meeting, May 1, 2025. Motion made by Commissioner Turner to approve the minutes as presented. The motion was seconded by Commissioner Ellington. The motion passed.

Vote: Minutes – Regular Meeting, May 1, 2025

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

Commissioner Sanders arrived at 11:05 a.m.

3. Review and Approval of Minutes – Regular Meeting, May 15, 2025. Motion made by Commissioner Ellington to approve the minutes as presented. The motion was seconded by Commissioner Turner. The motion passed.

Vote: Minutes – Regular Meeting, May 15, 2025

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

Commissioner Sanders arrived at 11:05 a.m.

B. Actionable Items

1. HP-0674-2025 / 1519 E. 21st St. (Yorktown)

Applicant: Brent Wilks

Proposals:

1. Replacement of porch light

Staff gave their presentation, and the applicant Brent Wilks was present. Commissioner Ellington reported that they reviewed all the options provided by the applicant and concluded that option 3, with the light size at (0',14.5"), was the most suitable choice. Commissioner Hood inquired whether the existing light fixture was original to the residence. Commissioner Ellington responded that they did not believe it was original to the home.

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1519 E. 21st St. (Yorktown)

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

Cited Guideline (s): A.1.2

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

2. HP-0671-2025 /1737 S. Zunis Ave. (Yorktown)

Applicant: Tom Neal

Proposals:

1. Raise elevation of existing door

2. Construction of wood stoop and steps
3. Box around metal posts on porch
4. Replacement of shutters
5. Replacement of front door

Staff gave their presentation, and the applicant Tom Neal was present. Commissioner Ellington reported that the subcommittee recommended approval for all the proposals. Mr. Neal mentioned that the home features two staircases leading to the basement, and they plan to eliminate the second staircase while raising the floor. He noted that the metal porch was grandfathered in, and he believes that enclosing it will enhance its appearance.

1737 S. Zunis Ave. (Yorktown)

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

Cited Guideline (s): A.1.1, A.1.2, A.1.3

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

3. **HP-0672-2025 /2123 E. 18th St. (Yorktown)**

Applicant: Joe Johnston

Proposals:

1. Installation of handrail

Staff gave their presentation, and the applicant Joe Johnston was not present. Commissioner Ellington remarked that the applicant successfully matched the design of both the interior and exterior of the house. He noted that they recommend approval as submitted. Commissioner Hood commended the applicant for restoring the home to its original condition.

2123 E. 18th St. (Yorktown)

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

Cited Guideline (s): A.6.5

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

Johannsen
Evans
Parker

4. HP-0668-2025 /1728 S. Quincy Ave. (Swan Lake

Applicant: Dan Jacobs

Proposals:

1. Replacement of windows
2. Replacement of siding

Staff gave their presentation, and the applicant Dan Jacobs was not present. Commissioner Ellington reported that they did not address a (0',4'') exposure. Commissioner Sanders expressed that he would not oppose approving a (0',4'') exposure if that was the applicant's preference. Commissioner Grant remarked that a (0',4'') exposure might appear too cluttered. Commissioner Hood informed the commission that he discovered the home was constructed in 1942, not 1920. Commissioner Turner inquired whether the subcommittee had recommended approval for the window replacements. Commissioner Ellington confirmed that they had recommended approval. Commissioner Turner stated that incorporating a (0',4'') exposure with a water table and band board would enhance the home's appearance.

1728 S. Quincy Ave. (Swan Lake)

Commissioner Turner made a motion to approve the application with the conditions that the siding have a (0',4'') exposure with the a (0',10'') band board and water table. The motion was seconded by Commissioner Hood. The motion passed unanimously.

Cited Guideline (s): A.2.4

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

- C. Planning Office presentation regarding potential zoning code amendments related to historic preservation in the following sections: Chapter 55, Parking, Section 55.090, Parking Area Design, Section 55.090-F, Surfacing; Chapter 75, Administration, Section 75.020,

Preservation Commission; and Chapter 85, Violations, Penalties and Enforcement, Section 85.040, Remedies and Enforcement Powers, Section 85.040-D, Stop Work

City staff delivered a presentation regarding the possible amendments to the zoning code concerning historic preservation. Commissioner Townsend remarked that the term 'mayoral appointee' is unclear, as all commissioners fall under this category. Ms. Good responded that she would investigate potential changes to the wording.

D. Reports

1. Staff Report

The staff announced that the Tulsa HP Series videos have been finalized and presented one to the commission.

2. Chair Report

None

E. New Business

None

F. Announcements and Future Agenda Items

None

G. Public Comment

None

H. Adjournment

Commissioner Hood adjourned the regular meeting at 12:02 p.m.