



REGULAR MEETING MINUTES

Thursday, September 18, 2025, 11:00 A.M.
City Hall at One Technology Center, 175 East 2nd Street
Tulsa City Council Chamber

A. Opening Matters

1. Call to Order and Verification of Quorum
Commissioner Hood called the regular meeting to order at 11:02 p.m.

Members Present

Shane Hood, Chair
Peter Grant, Secretary
Mark Sanders
Katelyn Parker, RA
Susan McKee, MFA
Mary Lee Townsend, Ph.D.
James E. Turner, AIA

Members Absent

Royce Ellington, Vice-Chair
Geoffery Evans, PLA, ASLA
Jackie Price Johannsen

Staff Present

Audrey Blank, Skylar Marlow-Fuson, Caleb Rocha

Others Present

John Spillyards, Don Crandall, Pam Crandall, Steve Kollmorgan, Erin Roark, Austin Chapman, Daniel Jefferies, Steve Swant, Jennifer Griffin

2. Review and Approval of Minutes – Regular Meeting, September 4, 2025. Motion made by Commissioner Townsend to approve the minutes as presented. The motion was seconded by Commissioner Parker. The motion passed.

Vote: Minutes – Regular Meeting, September 4, 2025

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

Commissioner Sanders entered the meeting at 11:04 a.m.

Actionable Items

1. HP-0701-2025 / 1707 S. Detroit Ave. (North Maple Ridge)

Applicant: Werner Knigge

Proposals:

1. Installation of a fence

Project initiated without a Historic Preservation Permit

Steve Swant indicated that the applicant acquired the residence for his daughter and her children. He mentioned that Mr. Knigge was unaware that the property was situated within a historic preservation district and that he had a fence built to match what the surrounding neighborhoods had. Commissioner Sanders inquired about the specifics of the fence. Staff responded that it is a four-foot wrought iron fence. Commissioner Parker raised a question regarding whether the Commission typically mandates a three-foot fence in the front yard instead of a four-foot one. Commissioner Hood remarked that it is evaluated on a case-by-case basis, and they generally assess whether the fence obscures the architectural features of the house. He expressed his belief that the four-foot fence does not obscure the architectural features of the house.

1707 S. Detroit Ave. (North Maple Ridge)

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

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

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

2. HP-0702-2025 / 2140 E. 18th St. (Yorktown)

Applicant: Don and Pam Crandall

Proposals:

1. Replacement of garage doors

Commissioner Sanders confirmed that the garage is original to the property. He stated that they verified the doors are non-operable, and they recommended approval for the replacement of the garage doors. Pam Crandall affirmed that the garage doors are non-operable, and they wish to replace the garage doors with a style and color similar to the existing ones.

2140 E. 18th St. (Yorktown)

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

Cited Guideline (s): A.1.1 and A.3.5

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

3. HP-0704-2025 /2139 E. 19th St. (Yorktown)

Applicant: Steve Kollmorgan

Proposals:

1. Replacement of windows

Commissioner Sander noted that the remaining windows of the house were replaced in 2012 following the commission's approval. He emphasized that the unique aspect of the windows the applicant wishes to replace is that they are original steel windows. He mentioned that during the subcommittee meeting, there was a consensus that the windows were problematic and that the guidelines do not provide a straightforward solution. Commissioner Hood inquired about the specific issues the applicants were experiencing with the windows. Steve Kollmorgan responded that they leak significantly, causing water damage. He added that the steel has warped to such an extent that it fails to seal correctly. Commissioner Hood questioned whether the bay windows would be retained, to which Mr. Kollmorgan replied affirmatively. He noted that the overall appearance would remain uncertain until the frame is removed. Commissioner Parker asked if they intended to replace the windows with fixed ones. Mr. Kollmorgan confirmed that they would be opting for fixed windows, which would not be operable. Commissioner Parker expressed that, under normal circumstances, she would oppose the replacement of original windows but acknowledged the challenges in enhancing thermal efficiency in steel windows.

2139 E. 19th St. (Yorktown)

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

Cited Guideline (s): A.4.5

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

C. Discussion

1. Review presentation by Flintlock LAB of Tulsa's Pre-Approved Building program plans and HP recommendations on catalog

Jennifer Griffin discussed possible pre-approved plans within the historic districts. She expressed her interest in receiving feedback from the commission regarding the plans to understand what should be included or excluded in the drawings. Staff noted that

on October 9th, during the subcommittee meeting, the commission could provide detailed feedback.

D. Reports

1. Staff Report

Staff informed the Commission of newly issued staff permits.

1236 S. Owasso Ave., HP-0703-2025

- Repair and replacement in-kind of soffit and bead

1220 E. 18th St., HP-0705-2025

- Repair and replacement in-kind of damaged and rotted window frames

1715 S. Troost Ave., HP-0706-2025

- Repair and replacement in-kind of wood rot throughout house

Staff announced that three zoning code changes will take effect in October: there will be no term limits for TPC, no arts commissioner will be required, and there will be a modification in stop work orders.

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 12:05 p.m.