TULSA PRESERVATION COMMISSION
REGULAR MEETING MINUTES

Thursday, July 2, 2026, 4:00 p.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 Grant called the regular meeting to order at 4:02 p.m.

Members Present
Peter Grant, GMR, CGR, CAPS, Chair
Royce Ellington, Vice-Chair
Geoff Evans, PLA, Secretary
Susan McKee, MFA
Katelyn Parker, RA
James E. Turner, AIA

Members Absent
Mark Sanders
Shane Hood
Kayla Lee, NCARB
Mary Lee Townsend, Ph.D.

Staff Present
Audrey Blank, Jaron Chase, Felicity Good, Gunner Harris

Others Present
Ryan Kirkendall, Virgil Moore

B. Actionable Items

1. **HP-0797-2026 / 1331 E. 17th St.** (Swan Lake)
   Applicant: Kate Huisenga
   Proposal:
   1. Removal of staircase on north side of building
   2. Construction of staircase and balconies on north side of building
   3. Construction of roof structure over balconies on north side of building
   4. Installation of roof-mounted and wall-mounted mechanical equipment
   5. Replacement of window wells
   6. Installation of light fixtures
   7. Replacement of basement windows on north side of building
   8. Replacement of doors on north side of building

The staff presented the proposal for the construction of the residence. Commissioner Royce stated that the subcommittee opted for a flat roof design and commended the applicant for their effective planning of the mechanical equipment. Kate Huisenga remarked that they had resolved the primary concern of the subcommittee, which involved redesigning the roof and providing information regarding the proposed windows and light sconces. Commissioner Grant questioned the rationale behind the subcommittee's preference for a flat roof. Commissioner Ellington expressed his personal approval of the design but noted that the subcommittee collectively felt it was unsuitable for the structure. Commissioner Parker pointed out that the existing parapet walls would be removed with this roof design, and they suggested that a flat roof would facilitate easier approval from the full commission.

Vote: 1331 E. 17th St.
Commissioner Evans 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, A.5.1, A.6.3, B.1.2, and B.4.2

In Favor: Ellington, Evans, Grant, McKee, Parker, Turner
Opposed: None
Abstaining: None
Not Present: Hood, Lee, Sanders, Townsend

2. **HP-0801-2026 / 1123 S. Newport Ave.** (Tracy Park)
   Applicant: Amna Quraishi
   Proposal:
   1. Replacement of windows
   2. Replacement of front door and hardware
   3. Installation of mailbox
   4. Installation of house numbers
   5. Installation of trim
   6. Installation of light fixture

The staff presented the proposal. Commissioner Ellington remarked that there was no historical documentation available regarding the original appearance of the windows. He expressed that the proposed windows were aesthetically pleasing for the intended purpose. He noted that the applicant had addressed the question of single-hung versus double-hung windows and had provided the missing product data following the subcommittee session. Commissioner Parker voiced her concern that the openings, as depicted from the interior, appeared larger than they should be, as the removal of the windows also entails the removal of the weight pockets. She emphasized that during the subcommittee meeting, it was highlighted that the applicant needed to ensure proper framing to prevent excessively wide windows, which the applicant agreed to undertake. She pointed out that although the applicant had supplied the missing product data, the documented information would not resolve the issue. John Ford mentioned that since the weight boxes would not be present, there was a possibility of making the window wider, as they would be custom ordering it. Commissioner Turner inquired whether he would construct the boxes and the center mold to replicate the original design. Mr. Ford responded that he had templates to follow that matched precisely what was required, one being from the neighboring property and the other from across the street. Commissioner Turner further asked if

he intended to enlarge the window. Mr. Ford clarified that he did not plan to make it larger. Commissioner Parker recommended that they obtain drawings or that the contractor provide additional details or a video prior to their next meeting. Commissioner Grant stated that if the windows were approved, it would be contingent upon ensuring that the installations were executed correctly, followed by an inspection. He inquired about the lead time for the windows. Mr. Ford indicated that it would take approximately two weeks. Commissioner Grant suggested that the applicant create a mock-up of both the double and single windows to verify proper execution. Mr. Ford expressed his willingness to proceed with the matter. Audrey Blank suggested that the Commission should obtain drawings detailing the applicant's intentions, including dimensions, to avoid any discrepancies. Commissioner Parker noted the potential for confusion regarding which windows are double, single, or awning types. She emphasized that it would be beneficial for the applicant to provide drawings illustrating each window type. Commissioner Grant advised shifting the discussion away from the windows to concentrate on the other proposals. Commissioner Ellington remarked that the door hardware, mailbox, and letters appear satisfactory.

Vote: 1123 S. Newport Ave.
Commissioner Turner made a motion to approve the items two-six as presented. The motion was seconded by Commissioner Grant. The motion passed unanimously.

Cited Guideline(s): A.3.5, A.6.3, A.7.3, and A.6.4

In Favor: Ellington, Evans, Grant, McKee, Parker, Turner
Opposed: None
Abstaining: None
Not Present: Hood, Lee, Sanders, Townsend

Vote: 1123 S. Newport Ave.
Commissioner Turner made a motion to continue item one. The motion was seconded by Commissioner Ellington. The motion passed unanimously.

Cited Guideline(s): NA

In Favor: Ellington, Evans, Grant, McKee, Parker, Turner
Opposed: None
Abstaining: None
Not Present: Hood, Lee, Sanders, Townsend

3. **HP-0804-2026 / 1714 S. Madison Ave.** (North Maple Ridge)
   Applicant: Oklahoma Natural Gas
   Proposal:
   1. Relocation of gas meter; Amendment of HP-0745-2026 denied by Tulsa Preservation Commission on March 5, 2026

The staff presented the proposal. Ryan Kirkendall noted that ONG's revised installation standards necessitate that meters be placed on the front third of the structure for visibility and safety, allowing contractors to easily locate gas lines during street projects. He mentioned that the bollards were installed at the homeowner's request due to their proximity to a neighbor's driveway. Commissioner Turner advised that the applicant should retain the bollards and add one shrub on the street side to obscure the gas meter.

Vote: 1714 S. Madison Ave.
Commissioner Grant made a motion to approve the application on the condition that the bollards be left, and one shrub is planted on the street side. The motion was seconded by Commissioner McKee. The motion passed unanimously.

Cited Guideline(s): A.7.5

In Favor: Ellington, Evans, Grant, McKee, Parker, Turner
Opposed: None
Abstaining: None
Not Present: Hood, Lee, Sanders, Townsend

C. Reports

1. Staff Report

Staff informed the commission of reports of activity at the following locations:
1615 S. Owasso Ave.

- Construction of fence in street yard

1641 E. 17th St.

- Demolition of residence

The staff noted that the Southwestern Bell East Dial Building located at 1204 South Harvard Avenue is scheduled for review by the commission on August 6, 2026, for potential nomination to the National Register. They mentioned that the draft of the Unified Design Guidelines will be submitted to staff and SHPO on Tuesday, July 7, 2026, for feedback. Additionally, they indicated that the Mayor's office is processing reappointments, and commissioners who wish to continue their service must submit new applications

2. Chair Report

None

D. New Business

None

E. Announcements and Future Agenda Items

None

F. Public Comment

None

G. Adjournment

Commissioner Grant adjourned the regular meeting at 5:07 p.m.