HP PERMIT NUMBER: HP-0456-2023

PROPERTY ADDRESS: 1204 SOUTH NEWPORT AVENUE

DISTRICT: TRACY PARK

APPLICANT: CHRISSY EIMEN

REPRESENTATIVE: NONE

A. CASE ITEM FOR CONSIDERATION
   1. Replacement of retaining wall south of driveway
      Historic Preservation Permit Subcommittee review date: June 1, 2023

B. BACKGROUND
   DATE OF CONSTRUCTION: 1929
   ZONED HISTORIC PRESERVATION: 2023
   NATIONAL REGISTER LISTING: TRACY PARK HISTORIC DISTRICT: 1982
   CONTRIBUTING STRUCTURE: YES
   PREVIOUS ACTIONS: NONE

C. ISSUES AND CONSIDERATIONS
   1. Replacement of retaining wall south of driveway
      Proposed is the replacement of the stone retaining wall which runs along the sidewalk on
      the south side of the driveway. The wall will be constructed from concrete to match the
      design of the retaining wall north of the driveway. During the review of the application on
      June 1, 2023, the Historic Preservation Permit Subcommittee forwarded the application to
      the Tulsa Preservation Commission with a recommendation of approval.

   2. Reference: Tulsa Zoning Code
      SECTION 70.070-F Standards and Review Criteria
      In its review of HP permit applications, the preservation commission must use the adopted
      design guidelines to evaluate the proposed work and must, to the greatest extent possible,
      strive to affect a fair balance between the purposes and intent of HP district regulations and
      the desires and need of the property owner. In addition, the preservation commission must
      consider the following specific factors:

      1. The degree to which the proposed work is consistent with the applicable design
         guidelines;
      2. The degree to which the proposed work would destroy or alter all or part of the historic
         resource;
3. The degree to which the proposed work would serve to isolate the historic resource from its surroundings, or introduce visual elements that are out of character with the historic resource and its setting, or that would adversely affect the physical integrity of the resource;
4. The degree to which the proposed work is compatible with the significant characteristics of the historic resource; and
5. The purposes and intent of the HP district regulations and this zoning code.


**SECTION A – GUIDELINES FOR REHABILITATION OF EXISTING STRUCTURES**

**A.1 General Requirements**

Use the following guidelines as the basis for all exterior work:

A.1.1 Retain and preserve the existing historic architectural elements of your home.

A.1.2 If replacement of historic architectural elements is necessary, match the size, shape, pattern, texture, and directional orientation of the original historic elements.

A.1.3 Ensure that work is consistent with the architectural style and period details of your home.

A.1.4 Return the structure to its original historic appearance using physical or pictorial evidence, rather than conjectural designs.

**SECTION G – GUIDELINES FOR LANDSCAPE FEATURES, PAVING, AND SIGNAGE**

**G.1 Landscape Features**

G.1.1 Retain and preserve original historic walls, fencing, lighting, planters, and other landscape features through repair.

G.1.2 Removal of historic landscape features will be considered on a case-by-case basis. Removal of non-historic landscape features can be staff-approved.

G.1.3 Ensure that new landscape features are appropriate to the style of your home and consistent with the historic elements found along the same street and within the district.

G.1.4 Use fencing materials that are consistent with the historic fencing found along the same street and within the district. Chain-link fencing, wire fencing (12 gauge or less), vinyl fencing, or any fencing that blocks the view of structures is not allowed.

G.1.5 Use wall materials that are consistent with the historic walls found along the same street and within the district. Cinder block, segmental retaining wall systems, corrugated metal, and railroad ties are not allowed. Historically styled cast concrete block will be considered on a case-by-case basis.

.1 Elmwood – dry-stack retaining walls are not allowed
 project description

Give a detailed description and justification for each repair, alteration, new construction, or demolition planned. Include description and condition of affected existing materials. Attach additional pages as needed.

Replace existing wall on SE property corner to match newer retaining wall (pre-HP overlay)

Current wall is brown stone and ~30 linear feet, 8” at highest point, missing & loose stone

New wall will be concrete, ~30 LF, grade with the earth, 8” at highest point, w/weep holes

New wall will have footings to prevent wall failure

Project checklist

☑  Digital color photographs of each elevation of the site, building(s), and project area(s) provided by email or memory device only. No external storage account Invitations.

☑  Product brochures, color photographs, and/or material samples when new or replacement materials are proposed.

☐ Site plan, no larger than 11x17, to scale with dimensions and north arrow showing location of structures and project area or landscape features in respect to building line, property line, and adjacent structures on all sides.

☑  Elevation sketches or renderings to scale with dimensions showing location of work required for changes on exterior walls, additions, and new construction

☐ Window Survey Form for proposed window repair or replacement (see Attachment B)

For additions and new construction, the following are required in addition to the above:

☐ Site Plan, Floor Plans, and Elevations should be at a scale of 1 inch = 20 feet, or greater

☐ Architectural rendering (optional)

☐ Legal description of the property as recorded on the deed

☐ Location of all existing and proposed structure(s), with front and side setback distances indicated

☐ Percentage of slope on lot

☐ Location of existing and proposed retaining walls, sidewalks, and driveways with front and side setbacks indicated

☐ An additional site plan showing approximate height, width and front setback of proposed project and all adjacent structures to show relationship to neighborhood

☐ Floor plan to scale with dimensions required for additions and new construction

Attachment B: Window Survey Form (If applicable-see Window Repair and Replacement Guide)
Hi Felicity:

Because neither my husband nor I can attend the subcommittee meeting on Thursday, we have put together the letter below to represent our intent with our wall. I am happy to send to the subcommittee pre-meeting, or if you would be so gracious as to read it on our behalf, we would really appreciate it. Apologies again for not being able to attend:

Hello,

My husband and I wanted to take a moment to introduce ourselves and our project for which we are applying for an HP permit. Our names are Greg and Chrissy Eimen, and we moved into our 1920s two story red brick home in Tracy Park 10 years ago and have been working to restore it since. Today, we are seeking approval to finish our retaining wall on the south end of our property.

A little backstory on our wall: We recently replaced our 240 linear foot retaining wall (pre-overlay) bordering our entire property. The retaining wall was falling onto the sidewalk and was dangerous for those walking by. It was also causing structural failures inside the home. We took great care in the design of the wall such as:

- we matched the brick color and column toppers to the original columns on the carport and strategically placed them to flank flower beds and highlight the front entry way
- we chose a single pour concrete wall, which mimics the foundation of the home. (See photo for cast concrete blocks on our home) The single pour alleviates probability of wall failure since there are no “break” points. We had score lines added in the wall to mimic the look of the cast concrete block foundation. We added drainage pipes and weep holes to prevent further failure.
- the curves in the wall mimic the brick curves on the front patio conceptually and add a special artistic design element to the wall. (See photo For Curve example)

The permit for which we are applying will tailor off our property line and complete this project so we can finish sodding. It will have similar curves in the wall as you can see in the drawing. Since our home is on a hill, the curve and starting point has been designed to naturally grade the wall with the earth.

We apologize for our absence today, but we both work full time and simply could not make a midday meeting during the workday. Our contractor lives in Oklahoma City, and so it wasn’t feasible for him to attend either.

Thank you for your time and consideration.

Respectfully,

Chrissy & Greg Eimen
1204 s Newport ave

Attachment 1:

Attachment 2:
TULSA PRESERVATION COMMISSION

STAFF REPORT
Thursday, June 8, 2023
HP-0425-2023

HP PERMIT NUMBER: HP-0425-2023

PROPERTY ADDRESS: 1624 SOUTH TROOST AVENUE

DISTRICT: SWAN LAKE

APPLICANT: DARIELA GONZALEZ

REPRESENTATIVE: BLAS GAYTAN, OWNER

A. CASE ITEMS FOR CONSIDERATION
   1. Removal of walls around porch
   2. Replacement and construction of columns on porch
   3. Installation of handrail on porch
   4. Replacement of floor and skirting on porch
   5. Installation of siding
   6. Installation of vent in gable
   7. Replacement of door on east façade
   8. Replacement of windows on east façade
   9. Replacement of trim around windows, door, and eaves
  10. Removal of eight (8) windows on south façade
  11. Installation of four (4) windows on south façade
  12. Removal of seven (7) windows on north façade
  13. Installation of five (5) windows on north façade

   Project initiated without an historic preservation permit
   Historic Preservation Permit Subcommittee Review Dates: May 4, 2023; June 1, 2023

B. BACKGROUND
   DATE OF CONSTRUCTION: CA. 1913; RELOCATED STRUCTURE
   ZONED HISTORIC PRESERVATION: 1994
   NATIONAL REGISTER LISTING: SWAN LAKE 1998; ADDITIONAL DOCUMENTATION 2009
   CONTRIBUTING STRUCTURE: NO
   PREVIOUS ACTIONS:
   HP-0424-2023 – FEBRUARY 7, 2023 – STAFF APPROVAL
   Removal of non-historic siding
   Repair and replacement in-kind of original siding with matching exposure

C. ISSUES AND CONSIDERATIONS
   1. The application for an historic preservation permit was submitted in February but not completed. In response to a report of activity in April, staff contacted the owner, who stated the property was being sold and submitted documentation for the project. Proposed are treatments to the porch, windows, door, eaves, and walls. Because the HP Permit Subcommittee meeting on May 16, 2023, was canceled, the application was forwarded directly to the preservation commission without a recommendation by the subcommittee. During the
review of the application on May 23, 2023, the Tulsa Preservation Commission found that there were still several items to be addressed, including the siding and porch columns. The applicant agreed to return to the Historic Preservation Permit Subcommittee on June 1, 2023. During the review of the application on June 1, 2023, the subcommittee recommended approval of the application with the conditions that a detailed drawing of the handrail be provided, a 1 X 8 barge rafter be used in the gables (as shown in the attached drawing), and the cedar trim have a smooth texture.

i. Removal of walls around porch
ii. Replacement and construction of columns on porch
iii. Installation of handrail on porch
iv. Replacement of floor and skirting on porch
v. Installation of siding
vi. Installation of vent in gable
The walls around the porch have been removed around the previously enclosed porch and exposed wood paneling on the face of the house, which will be replaced with siding. Additional siding will be installed around the entire house. Two columns were also removed, and new columns would be built atop all four masonry piers. A rail was previously proposed but will no longer be built, and a new vent would be placed in the main gable of the house. During the review of the application on May 4, 2023, the Historic Preservation Permit Subcommittee requested that the column proportions be adjusted, trim be added to the columns, and additional information about the siding be provided. The applicant revised the elevations to reflect changes to the columns and now proposes six-inch Hardie Plank smooth lap siding, which would have an exposure between four inches (0'-4") and five inches (0'-5") to nearly match the exposure of the original siding. During the review of the application on May 23, 2023, the preservation commission suggested the applicant consider repairing the siding rather than installing new siding over it. The commissioners also recommended matching the previous trim on the columns and removing columns from the center two piers. The applicant revised the proposal to remove the two center columns and provided additional justification to the historic preservation permit subcommittee for the installation of new siding.

vii. Replacement of door on east façade
viii. Replacement of windows on east façade
ix. Replacement of trim around windows, door, and eaves
x. Removal of eight (8) windows on south façade
xi. Installation of two (2) windows on south façade
xii. Removal of seven (7) windows on north façade
xiii. Installation of three (3) windows on north façade
Also in progress is the replacement of windows on the residence with Andersen 100 series single-hung windows. The four (4) windows on the east façade would be replaced in the existing openings. The applicant previously proposed to replace the eight (8) windows on the south façade with two (2) windows and the seven (7) windows on the north façade with three (3) windows. During the review of the application on May 4, 2023, the Historic Preservation Permit Subcommittee requested that the least two more windows be added to each elevation; that the trim around the windows match the original trim, including the crown molding at the headers; and that the rake trim match the existing, including the taper at the ends. The applicant has revised the elevations to reflect those suggestions. Product data for the proposed door was also requested and provided. During the review on May 23, 2023, the preservation commission requested that the Mullions between windows on the east elevation be increased. The applicant revised the front elevation to show the Mullions. During the review of the application on June 1, 2023, the subcommittee
discussed the windows on either side of the chimney on the north elevation. According to the owner, the proposed windows match the existing openings of the previous windows flanking the chimney.

2. Reference: Tulsa Zoning Code

SECTION 70.070-F Standards and Review Criteria
In its review of HP permit applications, the preservation commission must use the adopted design guidelines to evaluate the proposed work and must, to the greatest extent possible, strive to affect a fair balance between the purposes and intent of HP district regulations and the desires and need of the property owner. In addition, the preservation commission must consider the following specific factors:
1. The degree to which the proposed work is consistent with the applicable design guidelines;
2. The degree to which the proposed work would destroy or alter all or part of the historic resource;
3. The degree to which the proposed work would serve to isolate the historic resource from its surroundings, or introduce visual elements that are out of character with the historic resource and its setting, or that would adversely affect the physical integrity of the resource;
4. The degree to which the proposed work is compatible with the significant characteristics of the historic resource; and
5. The purposes and intent of the HP district regulations and this zoning code.


SECTION A – GUIDELINES FOR REHABILITATION OF EXISTING STRUCTURES

A.1 General Requirements
Use the following guidelines as the basis for all exterior work:
A.1.1 Retain and preserve the existing historic architectural elements of your home.
A.1.2 If replacement of historic architectural elements is necessary, match the size, shape, pattern, texture, and directional orientation of the original historic elements.
A.1.3 Ensure that work is consistent with the architectural style and period details of your home.
A.1.4 Return the structure to its original historic appearance using physical or pictorial evidence, rather than conjectural designs.

A.2 Exterior Walls
A.2.1 Retain and preserve the original historic wall materials and character-defining details, including, but not limited to, window and door trim, eave brackets, and embedded porch columns.
A.2.2 To return the home to its original historic appearance, remove non-historic siding and trim. Repair and restore the underlying historic siding, trim, and details. Removal of non-historic siding is encouraged (and may be staff approved).
A.2.3 If replacement of deteriorated wall materials is necessary, use matching materials (wood, brick, etc.) that maintain the size, shape, pattern, texture, and directional orientation of the original historic material.
A.2.4 When proposing to use materials different from the original historic wall materials, replacement materials that maintain the character of the structure and the size, shape, pattern, texture, and directional orientation of the original historic siding will be considered on a case-by-case basis.
A.2.5 In order to maintain the historic appearance of the structure, do not apply paint to unpainted brick or stone walls. Staff can approve the removal of paint from brick or stone surfaces to return the structure to its original historic appearance. Repainting previously painted surfaces does not require HP Permit review.
A.3 Doors and Door Surrounds
A.3.1 Retain and preserve original historic doors and door surrounds, including frames, glazing, panels, sidelights, fanlights, and transoms.
A.3.2 Do not remove, cover, or move existing door, sidelight, fanlight, and transom openings.
A.3.3 To return the home to its original historic appearance, remove non-historic doors and replace them using physical or pictorial evidence of the originals. If no evidence exists, select doors and surrounds which are consistent with the architectural style of your home.
A.3.4 To gain thermal efficiency, storm doors which maintain the appearance and allow maximum visibility of the original historic doors may be installed. Unfinished or clear-finished metals are not allowed. (Storm doors can be staff approved.)
A.3.5 If replacement of deteriorated doors is necessary, select doors and surrounds which are consistent with the architectural style of your home.
A.3.6 If replacement of deteriorated trim is necessary, match the appearance, size, shape, pattern, texture, and detailing of the original historic trim.
A.3.7 When adding new door openings, maintain the proportions of the façade. Match the dimensions and trim details of other doors and surrounds on your home. Select doors and surrounds which are consistent with the architectural style of your home.
A.3.8 Use clear glass in new or replacement doors and sidelights.
A.3.9 Exterior security bars and grilles are discouraged.

A.4 Windows and Window Trim
A.4.1 Retain and preserve original historic windows, including glazing, trim, muntins, and character-defining details.
A.4.2 Do not remove, cover, or move existing window openings.
A.4.3 To return the home to its original historic appearance, remove non-historic windows and trim. When selecting replacements, use physical or pictorial evidence. If no evidence exists, select windows which are consistent with the architectural style of your home.
A.4.4 To gain thermal efficiency, storm windows which maintain the appearance and allow maximum visibility of the original historic windows may be installed. Unfinished and clear-finished metals are not allowed. (Storm windows can be staff approved.)
A.4.5 If replacement of deteriorated windows is necessary, match the original historic windows in sash design, size, shape, muntin pattern, location, glazing area, and tint. Insulated glass (double-pane) windows may be used. Exterior muntins are required on simulated-divided-light windows.
  .1 Brady Heights – Match the original historic window material.
  .2 Elmwood – Match the original historic window material
A.4.6 If replacement of deteriorated trim is necessary, match the appearance, size, shape, pattern, texture, and detailing of the original historic trim.
A.4.7 When adding new window openings, maintain the proportions of the façade. Match the size, design, and pattern of the existing windows. Align the headers of new windows with the existing windows.
A.4.8 Exterior security bars and grilles are discouraged.

A.5 Roofs
A.5.1 Retain and preserve the original historic roof form (hipped, gabled, etc.) and pitch.
A.5.2 Do not remove character-defining architectural features of your roof, including, but not limited to, dormers, chimneys, cupolas, eaves, soffits, fascia boards, and decorative details, such as eave brackets, exposed rafter tails, or corbels.
A.5.3 If replacement of deteriorated architectural roof features is necessary, use materials that maintain the character of the structure and the size, shape, pattern,
texture, dimensions, and directional orientation of the original historic roof features.

A.5.4 To return the home to its original historic appearance, use physical or pictorial evidence. If no evidence exists, select architectural roof features which are consistent with the architectural style of your home.

A.6 Porches
A.6.1 Retain and preserve the original historic porch and its character-defining architectural features through repair.
A.6.2 Do not remove character-defining architectural features of your porch, including, but not limited to, ceiling, floor, piers, columns, railings, handrails, steps, bulkheads, skirt/stem wall, and decorative details, such as crown molding, trim, eave brackets, and exposed rafter tails.
A.6.3 If replacement of deteriorated porch elements is necessary, use materials that maintain the character of the structure and the size, shape, pattern, texture, dimensions, and directional orientation of the original historic features.
A.6.4 To return the home to its original historic appearance, use physical or pictorial evidence. If no evidence exists, select porch features which are consistent with the architectural style of your home. Return enclosed porches to original historic open design (which can be staff approved).
A.6.5 If adding a railing or other porch elements where none exists, select porch elements (columns, railing design, trim, etc.) which are consistent with the architectural style of your home.

SECTION E – GUIDELINES FOR NON-CONTRIBUTING STRUCTURES
E.1 General Requirements
E.1.1 For the purposes of this chapter, non-contributing structures are those listed as not contributing to the historic character of the district due to age or architectural style in the National Register Nomination for the district.
E.1.2 Non-contributing structures will be considered products of their own time. Do not attempt to create a false appearance of the predominant character and architectural style of the rest of the district.
E.1.3 Follow Section A (Rehabilitation) and Section B (Additions) as they relate to the character-defining elements of the non-contributing structure.
E.1.4 Ensure that work on non-contributing structures does not detract from or diminish the historic character of the overall district.
1624 S. Troost Ave. – 1995

1624 S. Troost Ave. – 1995
6/8 Mahogany Collection - 2 Panel Arch

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Available door unit configurations: 1-4, 8-9
See page 5 for more information.
Proposed door (top right)

Proposed door hardware

Proposed siding – 6” Hardie Plank Smooth Lap Siding boards (4”-5” exposure)
TULSA PRESERVATION COMMISSION

STAFF REPORT
Thursday, June 8, 2023
HP-0455-20223

HP PERMIT NUMBER: HP-0455-2023
PROPERTY ADDRESS: 1202 EAST 18TH STREET
DISTRICT: NORTH MAPLE RIDGE
APPLICANT: AMANDA RILEY
REPRESENTATIVE: NONE

A. CASE ITEMS FOR CONSIDERATION
1. Construction of gate across driveway*
2. Construction of pedestrian gate at porch and porte-cochere*
3. Construction of retaining wall
*Project completed without an historic preservation permit
Historic Preservation Permit Subcommittee review date: June 1, 2023

B. BACKGROUND
DATE OF CONSTRUCTION: 1924
ZONED HISTORIC PRESERVATION: 1993; ORDINANCE AMENDMENT 2005
NATIONAL REGISTER LISTING: MAPLE RIDGE HISTORIC RESIDENTIAL DISTRICT: 1983
CONTRIBUTING STRUCTURE: No, but identified as contributing structure in 2021 survey of the Maple Heights Addition

PREVIOUS ACTIONS:
COA – FEBRUARY 9, 1995 – TPC APPROVAL
Construction of retaining wall

C. ISSUES AND CONSIDERATIONS
1. Construction of gate across driveway
2. Construction of pedestrian gate at porch and porte-cochere
3. Construction of retaining wall
   i. In response to a report of activity on the site, staff discovered a pedestrian gate and driveway gate had been constructed and reached out to the owners, who responded promptly with an HP Permit application. Since the gates are located in front of the house and attached to the porte-cochere, they are subject to the HP Permit requirement. The owners also propose a small retaining wall near the northwest corner of the property, which would match the stone wall along the sidewalk. The owners intend to plant vegetation around the wall. Flagstones have been temporarily placed in the location where the wall will be in order to stabilize the soil. During the review of the application on June 1, 2023, the Historic Preservation Permit Subcommittee recommended approval of the application with the conditions that the posts on either side of the pedestrian
gate be reduced in height, a decorative cap be added, and the gate hinges be moved to the other side to accommodate the weight of the gate.

ii. Reference: Tulsa Zoning Code

SECTION 70.070-F Standards and Review Criteria

In its review of HP permit applications, the preservation commission must use the adopted design guidelines to evaluate the proposed work and must, to the greatest extent possible, strive to affect a fair balance between the purposes and intent of HP district regulations and the desires and need of the property owner. In addition, the preservation commission must consider the following specific factors:

1. The degree to which the proposed work is consistent with the applicable design guidelines;
2. The degree to which the proposed work would destroy or alter all or part of the historic resource;
3. The degree to which the proposed work would serve to isolate the historic resource from its surroundings, or introduce visual elements that are out of character with the historic resource and its setting, or that would adversely affect the physical integrity of the resource;
4. The degree to which the proposed work is compatible with the significant characteristics of the historic resource; and
5. The purposes and intent of the HP district regulations and this zoning code.

Reference: Unified Design Guidelines - Residential Structures

SECTION A – GUIDELINES FOR REHABILITATION OF EXISTING STRUCTURES

A.1 General Requirements

Use the following guidelines as the basis for all exterior work:

A.1.1 Retain and preserve the existing historic architectural elements of your home.

A.1.2 If replacement of historic architectural elements is necessary, match the size, shape, pattern, texture, and directional orientation of the original historic elements.

A.1.3 Ensure that work is consistent with the architectural style and period details of your home.

A.1.4 Return the structure to its original historic appearance using physical or pictorial evidence, rather than conjectural designs.

SECTION E – GUIDELINES FOR NON-CONTRIBUTING STRUCTURES

E.1 General Requirements

E.1.1 For the purposes of this chapter, non-contributing structures are those listed as not contributing to the historic character of the district due to age or architectural style in the National Register Nomination for the district.

E.1.2 Non-contributing structures will be considered products of their own time. Do not attempt to create a false appearance of the predominant character and architectural style of the rest of the district.

E.1.3 Follow Section A (Rehabilitation) and Section B (Additions) as they relate to the character-defining elements of the non-contributing structure.

E.1.4 Ensure that work on non-contributing structures does not detract from or diminish the historic character of the overall district.

G.1 Landscape Features

G.1.1 Retain and preserve original historic walls, fencing, lighting, planters, and other landscape features through repair.

G.1.2 Removal of historic landscape features will be considered on a case-by-case basis. Removal of non-historic landscape features can be staff-approved.
G.1.3 Ensure that new landscape features are appropriate to the style of your home and consistent with the historic elements found along the same street and within the district.

G.1.4 Use fencing materials that are consistent with the historic fencing found along the same street and within the district. Chain-link fencing, wire fencing (12 gauge or less), vinyl fencing, or any fencing that blocks the view of structures is not allowed.

G.1.5 Use wall materials that are consistent with the historic walls found along the same street and within the district. Cinder block, segmental retaining wall systems, corrugated metal, and railroad ties are not allowed. Historically styled cast concrete block will be considered on a case-by-case basis.
Gates as constructed
Gates as constructed

Pedestrian gate as constructed
Pedestrian gate as constructed

Elevated porch directly behind pedestrian gate
Area directly behind gate/fence

Plan for proposed wall
Wall location

Wall location
Wall location

Stones on existing wall (new wall to match)
HP PERMIT NUMBER: HP-0457-2023

PROPERTY ADDRESS: 1119 SOUTH OWASSO AVENUE

DISTRICT: TRACY PARK

APPLICANT: AARON PURCELL

REPRESENTATIVE: NONE

A. CASE ITEM FOR CONSIDERATION
   1. Installation of insulated glass panes over leaded glass in windows

B. BACKGROUND
   DATE OF CONSTRUCTION: 1925
   ZONED HISTORIC PRESERVATION: 2023
   NATIONAL REGISTER LISTING: TRACY PARK HISTORIC DISTRICT: 1982
   CONTRIBUTING STRUCTURE: YES, ADAH ROBINSON HOUSE
   PREVIOUS ACTIONS: NONE

C. ISSUES AND CONSIDERATIONS
   1. Installation of insulated glass panes over leaded glass in windows
      The leaded glass windows on the building have been removed for repair by a local stained glass studio. As part of the restoration of the windows, proposed is the installation of insulated glass on the exterior to protect the leaded glass windows. Although the installation of storm windows can be approved by staff, the proposal is to incorporate an extra layer of glass into the window sash itself. During the review of the application on June 1, 2023, the Historic Preservation Permit Subcommittee recommended approval of the application with the condition that additional information about the location of the windows, insulated glass, and window construction be provided.

   2. Reference: Tulsa Zoning Code
      SECTION 70.070-F Standards and Review Criteria
      In its review of HP permit applications, the preservation commission must use the adopted design guidelines to evaluate the proposed work and must, to the greatest extent possible, strive to affect a fair balance between the purposes and intent of HP district regulations and the desires and need of the property owner. In addition, the preservation commission must consider the following specific factors:

      1. The degree to which the proposed work is consistent with the applicable design guidelines;
2. The degree to which the proposed work would destroy or alter all or part of the historic resource;
3. The degree to which the proposed work would serve to isolate the historic resource from its surroundings, or introduce visual elements that are out of character with the historic resource and its setting, or that would adversely affect the physical integrity of the resource;
4. The degree to which the proposed work is compatible with the significant characteristics of the historic resource; and
5. The purposes and intent of the HP district regulations and this zoning code.

SECTION A – GUIDELINES FOR REHABILITATION OF EXISTING STRUCTURES
A.1 General Requirements
Use the following guidelines as the basis for all exterior work:
A.1.1 Retain and preserve the existing historic architectural elements of your home.
A.1.2 If replacement of historic architectural elements is necessary, match the size, shape, pattern, texture, and directional orientation of the original historic elements.
A.1.3 Ensure that work is consistent with the architectural style and period details of your home.
A.1.4 Return the structure to its original historic appearance using physical or pictorial evidence, rather than conjectural designs.

A.4 Windows and Window Trim
A.4.1 Retain and preserve original historic windows, including glazing, trim, muntins, and character-defining details.
A.4.2 Do not remove, cover, or move existing window openings.
A.4.3 To return the home to its original historic appearance, remove non-historic windows and trim. When selecting replacements, use physical or pictorial evidence. If no evidence exists, select windows which are consistent with the architectural style of your home.
A.4.4 To gain thermal efficiency, storm windows which maintain the appearance and allow maximum visibility of the original historic windows may be installed. Unfinished and clear-finished metals are not allowed. (Storm windows can be staff approved.)
A.4.5 If replacement of deteriorated windows is necessary, match the original historic windows in sash design, size, shape, muntin pattern, location, glazing area, and tint. Insulated glass (double-pane) windows may be used. Exterior muntins are required on simulated-divided-light windows.
  .1 Brady Heights - Match the original historic window material.
  .2 Elmwood - Match the original historic window material
A.4.6 If replacement of deteriorated trim is necessary, match the appearance, size, shape, pattern, texture, and detailing of the original historic trim.
A.4.7 When adding new window openings, maintain the proportions of the façade. Match the size, design, and pattern of the existing windows. Align the headers of new windows with the existing windows.
A.4.8 Exterior security bars and grilles are discouraged.
1119 S. Owasso Ave. - Present
Sketch of proposed glass placement on windows
ATTACHMENT A: SUBMITTAL MATERIALS

PROJECT DESCRIPTION
Give a detailed description and justification for each repair, alteration, new construction, or demolition planned. Include description and condition of affected existing materials. Attach additional pages as needed.

Restoring the Adah Robinson Studio house is our purpose. We will repair the windows & plaster due to water damage. Roofing as well new TPO. Doors & cabinets restored/replaced. Bathrooms & new & period related. Kitchen was an old add on & we will make it period related as well. Fireplace living room uncovered & restored to its original form.

PROJECT CHECKLIST

_____ Digital color photographs of each elevation of the site, building(s), and project area(s) provided by email or memory device only. No external storage account invitations.

_____ Product brochures, color photographs, and/or material samples when new or replacement materials are proposed.

_____ Site plan, no larger than 11x17, to scale with dimensions and north arrow showing location of structures and project area or landscape features in respect to building line, property line, and adjacent structures on all sides.

_____ Elevation sketches or renderings to scale with dimensions showing location of work required for changes on exterior walls, additions, and new construction

_____ Window Survey Form for proposed window repair or replacement (see Attachment B)

FOR ADDITIONS AND NEW CONSTRUCTION, THE FOLLOWING ARE REQUIRED IN ADDITION TO THE ABOVE:

_____ Site Plan, Floor Plans, and Elevations should be at a scale of 1 inch = 20 feet, or greater

_____ Architectural rendering (optional)

_____ Legal description of the property as recorded on the deed

_____ Location of all existing and proposed structure(s), with front and side setback distances indicated

_____ Percentage of slope on lot

_____ Location of existing and proposed retaining walls, sidewalks, and driveways with front and side setbacks indicated

_____ An additional site plan showing approximate height, width and front setback of proposed project and all adjacent structures to show relationship to neighborhood

_____ Floor plan to scale with dimensions required for additions and new construction

ATTACHMENT B: WINDOW SURVEY FORM (if applicable—see Window Repair and Replacement Guide)
Before tear out of plaster and windows interior photo
Window #4

Before plaster and window removal
Window #5
First floor bath window

Before plaster and window removal
Window #6
1st floor Bedroom next to 1st floor bath
First floor bedroom, left to right....
Windows #7—Window # 8 — and Window #9
First floor bedroom, next to closet and in closet....
Left to right..........Windows #10———-and Window #11
Main floor, two story room, windows with stained glass color....

Left to right.........Windows #12— Window #13 and Window #14
Staircase windows
Bottom to Top
Top Windows #15—
and Bottom Window #16
Window #17
2nd Floor West hallway
window
Window #18
2nd west corner small window
Right to Left, 2nd floor three windows, Window #19, Window #20 and Window #21
Window #22
2nd Floor small east window
HP PERMIT NUMBER: HP-0459-2023

PROPERTY ADDRESS: 1104 NORTH CHEYENNE AVENUE

DISTRICT: THE HEIGHTS (BRADY HEIGHTS)

APPLICANTS: TIM MALLY

REPRESENTATIVE: NONE

A. CASE ITEMS FOR CONSIDERATION
   1. Replacement of deck with concrete landing at rear of residence
      Historic Preservation Permit Subcommittee review date: None

B. BACKGROUND
   DATE OF CONSTRUCTION: 1917
   ZONED HISTORIC PRESERVATION: 1999
   NATIONAL REGISTER LISTING: BRADY HEIGHTS HISTORIC DISTRICT: 1980
   CONTRIBUTING STRUCTURE: YES
   PREVIOUS ACTIONS:
   HP-0293-2021 / JULY 26, 2021 / STAFF APPROVAL
      1. Removal of non-historical material
      2. Repair and replacement in kind of damaged fascia, brackets, siding, masonry, mortar, ceiling of porch, column on porch, bulkheads, and steps
   HP-0293-2021 / AUGUST 12, 2021 / TPC APPROVAL
      1. Replacement of door

C. ISSUES AND CONSIDERATIONS
   1. Replacement of deck with concrete landing at rear of residence
      Proposed is the replacement of the wooden deck with a concrete landing at the back door. The landing would include a set of steps and a metal rail and would be plain, unfinished concrete. Also included in the scope of the project within the rear yard but not subject to review by the preservation commission area paved patio area and a detached pergola. Because of the limited scope of work, the project has been forwarded directly to the Tulsa Preservation Commission without a review by the Historic Preservation Permit Subcommittee.

Reference: Tulsa Zoning Code
SECTION 70.070-F Standards and Review Criteria
In its review of HP permit applications, the preservation commission must use the adopted design guidelines to evaluate the proposed work and must, to the greatest extent possible, strive to affect a fair balance between the purposes and intent of HP district regulations and the desires and need of the property owner. In addition, the preservation commission must consider the following specific factors:
   1. The degree to which the proposed work is consistent with the applicable design guidelines;
2. The degree to which the proposed work would destroy or alter all or part of the historic resource;
3. The degree to which the proposed work would serve to isolate the historic resource from its surroundings, or introduce visual elements that are out of character with the historic resource and its setting, or that would adversely affect the physical integrity of the resource;
4. The degree to which the proposed work is compatible with the significant characteristics of the historic resource; and
5. The purposes and intent of the HP district regulations and this zoning code.

Reference: *Unified Design Guidelines - Residential Structures*

**SECTION A – GUIDELINES FOR REHABILITATION OF EXISTING STRUCTURES**

**A.1 General Requirements**

Use the following guidelines as the basis for all exterior work:

A.1.1 Retain and preserve the existing historic architectural elements of your home.

A.1.2 If replacement of historic architectural elements is necessary, match the size, shape, pattern, texture, and directional orientation of the original historic elements.

A.1.3 Ensure that work is consistent with the architectural style and period details of your home.

A.1.4 Return the structure to its original historic appearance using physical or pictorial evidence, rather than conjectural designs.

**A.6 Porches**

A.6.1 Retain and preserve the original historic porch and its character-defining architectural features through repair.

A.6.2 Do not remove character-defining architectural features of your porch, including, but not limited to, ceiling, floor, piers, columns, railings, handrails, steps, bulkheads, skirt/stem wall, and decorative details, such as crown molding, trim, eave brackets, and exposed rafter tails.

A.6.3 If replacement of deteriorated porch elements is necessary, use materials that maintain the character of the structure and the size, shape, pattern, texture, dimensions, and directional orientation of the original historic features.

A.6.4 To return the home to its original historic appearance, use physical or pictorial evidence. If no evidence exists, select porch features which are consistent with the architectural style of your home. Return enclosed porches to original historic open design (which can be staff approved).

A.6.5 If adding a railing or other porch elements where none exists, select porch elements (columns, railing design, trim, etc.) which are consistent with the architectural style of your home.
Example of work from contractor (for reference only); concrete to be unfinished, uncolored concrete
HP PERMIT NUMBER: HP-0460-2023

PROPERTY ADDRESS: 1623 SOUTH MADISON AVENUE

DISTRICT: NORTH MAPLE RIDGE

APPLICANT: CASSIE D’ALONZO

REPRESENTATIVE: MICHAEL SCHULZ, OWNER

A. CASE ITEMS FOR CONSIDERATION
   1. Removal of mechanical chase
      Historic Preservation Permit Subcommittee review date: None

B. BACKGROUND
   DATE OF CONSTRUCTION: 1920
   ZONED HISTORIC PRESERVATION: 1993; ORDINANCE AMENDMENT 2005
   NATIONAL REGISTER LISTING: MAPLE RIDGE HISTORIC RESIDENTIAL DISTRICT: 1983
   CONTRIBUTING STRUCTURE: No, but identified as contributing structure in 2021 survey of the Morningside Addition

   PREVIOUS ACTIONS:
   HP-18-013 – FEBRUARY 27, 2018 – TPC APPROVAL
   Construction of porch

   HP-0333-2021 – JANUARY 13, 2022 – TPC APPROVAL
   Relocation of meter

C. ISSUES AND CONSIDERATIONS
   1. Removal of mechanical chase
      Proposed is the removal of a mechanical chase on the north side of the residence to accommodate interior alterations. The chase extends above the roof and is somewhat visible from the street. The roof will be patched with matching shingles where the chase would be removed. Because of the limited scope of work, the application has been forwarded directly to the Tulsa Preservation Commission without a review by the Historic Preservation Permit Subcommittee.

   ii. Reference: Tulsa Zoning Code
      SECTION 70.070-F Standards and Review Criteria
      In its review of HP permit applications, the preservation commission must use the adopted design guidelines to evaluate the proposed work and must, to the greatest extent possible, strive to affect a fair balance between the purposes and intent of HP
district regulations and the desires and need of the property owner. In addition, the preservation commission must consider the following specific factors:
1. The degree to which the proposed work is consistent with the applicable design guidelines;
2. The degree to which the proposed work would destroy or alter all or part of the historic resource;
3. The degree to which the proposed work would serve to isolate the historic resource from its surroundings, or introduce visual elements that are out of character with the historic resource and its setting, or that would adversely affect the physical integrity of the resource;
4. The degree to which the proposed work is compatible with the significant characteristics of the historic resource; and
5. The purposes and intent of the HP district regulations and this zoning code.

Reference: Unified Design Guidelines - Residential Structures

SECTION A – GUIDELINES FOR REHABILITATION OF EXISTING STRUCTURES

A.1 General Requirements
Use the following guidelines as the basis for all exterior work:
A.1.1 Retain and preserve the existing historic architectural elements of your home.
A.1.2 If replacement of historic architectural elements is necessary, match the size, shape, pattern, texture, and directional orientation of the original historic elements.
A.1.3 Ensure that work is consistent with the architectural style and period details of your home.
A.1.4 Return the structure to its original historic appearance using physical or pictorial evidence, rather than conjectural designs.

A.5 Roofs
A.5.1 Retain and preserve the original historic roof form (hipped, gabled, etc.) and pitch.
A.5.2 Do not remove character-defining architectural features of your roof, including, but not limited to, dormers, chimneys, cupolas, eaves, soffits, fascia boards, and decorative details, such as eave brackets, exposed rafter tails, or corbels.
A.5.3 If replacement of deteriorated architectural roof features is necessary, use materials that maintain the character of the structure and the size, shape, pattern, texture, dimensions, and directional orientation of the original historic roof features.
   .1 Elmwood – Match the original historic roof material
A.5.4 To return the home to its original historic appearance, use physical or pictorial evidence. If no evidence exists, select architectural roof features which are consistent with the architectural style of your home.
A.5.5 Replacement of existing roof covering—wood shingles, asphalt shingles, clay tile, etc.—with the same material does not require HP Permit review (for example, replacing an asphalt-shingled roof with asphalt shingles). Architectural shingles are encouraged.
A.5.6 When proposing to change the materials of your roof covering, replacement materials that maintain the character of the structure and the size, shape, pattern, texture, and directional orientation of the original historic roof covering will be considered on a case-by-case basis.
   .1 Yorktown – Metal roofing is not allowed.
A.5.7 When replacing your roof covering, replace an entire roof section if it is visible from the street.
SECTION E – GUIDELINES FOR NON-CONTRIBUTING STRUCTURES

E.1 General Requirements

E.1.1 For the purposes of this chapter, non-contributing structures are those listed as not contributing to the historic character of the district due to age or architectural style in the National Register Nomination for the district.

E.1.2 Non-contributing structures will be considered products of their own time. Do not attempt to create a false appearance of the predominant character and architectural style of the rest of the district.

E.1.3 Follow Section A (Rehabilitation) and Section B (Additions) as they relate to the character-defining elements of the non-contributing structure.

E.1.4 Ensure that work on non-contributing structures does not detract from or diminish the historic character of the overall district.
Image of chase in basement
CONTRACTOR DIRECTIVES:

1. ALL WORK SHALL CONFORM TO THE INTERNATIONAL RESIDENTIAL CODE (IRC) AND THE INTERNATIONAL ENERGY CONSERVATION CODE (IECC).
2. PRIOR TO BEGINNING THE GENERAL CONTRACTOR SHALL VIST AND INSPECT THE SITE, AND FAMILIARIZE THEMSELVES WITH THE EXISTING CONDITIONS EFFECTING THE NEW WORK. THE GENERAL CONTRACTOR SHALL VERIFY THAT THERE IS ANY MISUNDERSTANDING IN REGARD TO LOCATION, EXTENT, NATURE, OR AMOUNT OF WORK TO BE PERFORMED UNDER THIS CONTRACT DUE TO THE CONTRACTOR'S FAILURE TO INSPECT THE SITE.
3. THE GENERAL CONTRACTOR AND HIS SUBCONTRACTORS ARE RESPONSIBLE FOR LOCATING AND VERIFYING ALL EXISTING UNDERGROUND UTILITIES IN ALL AREAS OF NEW WORK PRIOR TO COMMENCEMENT OF ANY EXCAVATION. EXISTING UTILITIES SHOWN ON THE DRAWINGS ARE APPROXIMATE IN LOCATION AS IT IS DETERMINED FROM EXISTING SURVEYS. IT WILL NOT BE POSSIBLE TO CONFIRM ALL EXISTING UTILITIES.
4. FIELD VERIFICATION OF THE CONTRACTOR IS REQUIRED TO FIELD VERIFY THE MATERIALS CONFORM AND MEET INFORMATION SHOWN ON THE DRAWINGS AND INTERPRET FIELDS VERIFY INFORMATION INTO THE CONTRACT.
5. THE ORGANIZATION OF THE DRAWINGS AND SPECIFICATIONS SHALL NOT ENFORCE THE CONTRACTOR TO CONFORM TO THE WIDTH OF HORIZONTAL FORM OR EXTEND THE EXTENT OF WORK TO BE PERFORMED BY THE CONTRACTOR.
6. IN THE EVENT OF A CONFLICT BETWEEN DRAWINGS OR SPECIFICATIONS, THE CONTRACTOR IS TO FIELD VERIFY THE ORIGIN OF THE CONFLICT. THE CONTRACTOR IS RESPONSIBLE FOR field verifying all conditions prior to construction.
7. ALL ITEMS OF MECHANICAL, ELECTRICAL, AND PLUMBING DETAILS AND SPECIFICATIONS MAY NOT NECESSARILY APPEAR ON THE ARCHITECTURAL DRAWINGS. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE CORRECT INFORMATION.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL WINDOWS AND DOOR ROUGH OPENINGS PRIOR TO ANY FRAMING OF OPENINGS.
9. CHANGES TO THE CITY APPROVED DRAWINGS AND SPECIFICATIONS MUST BE MADE BY THE CONTRACTOR OR A CHANGE ORDER. ADDENDA OR CHANGE ORDERS MUST BE APPROVED BY STUDIO CASSA, LLC, THE GENERAL CONTRACTOR AND ALL SUBCONTRACTORS.

LEGAL DESCRIPTION:
LOT 7 & 8 BLOCK 18 MORNINGSIDE ADDITION NORTH MAPLE RIDGE HISTORIC DISTRICT TULSA, OKLAHOMA

LIVABILITY SPACE:

VICINITY MAP:

STUDIO CASSA, LLC

SCHULZ INTERIOR REMODEL
1623 S MADISON AVENUE, TULSA, OK 74120
PROJECT #: 22106

PROJECT TEAM:
ARCHITECTURAL DESIGNER:
STUDIO CASSA, LLC
1623 S MADISON AVENUE, TULSA, OKLAHOMA

GENERAL CONTRACTOR:
TBD

COVER SHEET
**DEMO SECOND FLOOR PLAN**

**DEMO FIRST FLOOR PLAN**

**CONSTRUCTION DOCUMENTS**

**SCHULZ INTERIOR REMODEL**

1025 MADISON AVENUE
TULSA, OKLAHOMA 74102

**100% SET**

**FOR PERMIT**

MAY 26, 2023

1/4" = 1'-0"

**PROPOSED DEMO PLANS**

DRAWING NUMBER: 4"AFF

RETURN FLOOR DEMO PLANS

DRAWING SCALE: 4"AFF

SCALE: 1/4" = 1'-0"

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cassie@studio-cassa.com

p: 918.764.8501

Tulsa, Oklahoma 74120
NOTE: CONTRACTOR TO DO AN ELECTRICAL WALK-THRU WITH CLIENT & DESIGNER PRIOR TO LIGHTING INSTALLATION TO VERIFY FIXTURE LOCATIONS & HEIGHTS.
CONTRACTOR NOTES:
1. SEE CABINET MANUFACTURER DRAWINGS FOR FINAL APPROVED DESIGN.
2. VERIFY ALL PAINT COLORS & STAINS WITH SAMPLES APPROVED BY CLIENT & DESIGNER PRIOR TO FINISHING.
CONTRACTOR NOTES:
1. SEE CABINET MANUFACTURER DRAWINGS FOR FINAL APPROVED DESIGN.
2. VERIFY ALL PAINT COLORS & STAINS WITH SAMPLES APPROVED BY CLIENT & DESIGNER PRIOR TO FINISHING.

8'-11"
8'-11"
2'-2 1/2"
4'-8"
7'-0"
3'-0"
1'-3 3/4"
7"
5"
1'-6"
4'-5"
3'-0"
1'-6"
1'-2"
1'-2"
7'-0"
8'-11"
8'-11"
7'-0"
7'-0"
8'-11"

TO KITCHEN
GLASS CABINETS WITH LIGHTING

GLASS CABINETS WITH LIGHTING
BACKSPLASH SHELVING WITH METAL RAILING
BAR FAUCET
APPLIANCE GARAGE WITH OUTLETS
APPLIANCE GARAGE WITH OUTLETS

TO DINING ROOM
TO BUTLER'S PANTRY
TO ENTRYWAY
TO EXTERIOR
TO COVERED PATIO
EXISTING FIREPLACE TO REMAIN
TO COVERED PATIO

8'-11" 8'-11"
3'-6"
UNDER COUNTER FRIDGE

LIVING ROOM - WEST
SCALE: 1/2" = 1'-0"

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DRAWING NUMBER:
SHEET NAME:
DRAWING SCALE:

SCHULZ INTERIOR REMODEL
1623 S MADISON AVENUE
TULSA, OKLAHOMA 74120

PROJECT:
REVISIONS:
ISSUE DATE:
MAY 26, 2023

100% SET
FOR PERMIT
1/2" = 1'-0"

INTERIOR ELEVATIONS
1 2 3 4 5 6 7 8 9

PANTRY - WEST
PANTRY - NORTH
PANTRY - EAST
PANTRY - SOUTH
DINING ROOM - EAST
DINING ROOM / SITTING ROOM - NORTH
DINING ROOM / SITTING ROOM - SOUTH
SITTING ROOM - WEST
LIVING ROOM - WEST

A7
CONTRACTOR NOTES:

1. SEE CABINET MANUFACTURER DRAWINGS FOR FINAL APPROVED DESIGN.
2. VERIFY ALL PAINT COLORS & STAINS WITH SAMPLES APPROVED BY CLIENT & DESIGNER PRIOR TO FINISHING.