



TULSA PRESERVATION COMMISSION

HISTORIC PRESERVATION PERMIT SUBCOMMITTEE STAFF REPORT

Thursday, June 20, 2024

HP-0585-2024

HP PERMIT NUMBER: HP-0585-2024

PROPERTY ADDRESS: 1540 S. Yorktown Ave

DISTRICT: YORKTOWN

APPLICANT: LAR INVESTMENTS, LLC

REPRESENTATIVE: JULI COUCH

A. CASE ITEMS FOR CONSIDERATION

6. Replacement of existing windows
7. Removal of windows

**Project initiated without an historic preservation permit*

B. BACKGROUND

DATE OF CONSTRUCTION: 1922

ZONED HISTORIC PRESERVATION: 1995

NATIONAL REGISTER LISTING: YORKTOWN HISTORIC DISTRICT, 2002

CONTRIBUTING STRUCTURE: YES

PREVIOUS ACTIONS:

HP-0588-2024 - TPC Approval, June 13, 2024

1. Install door hardware
2. Install Mailbox
3. Install House numbers
4. Repair brick mortar
5. Repair and replacement in-kind of damaged windows
8. Install Historical ribbon driveway

**Project initiated without an historic preservation permit*

HP-0588-2024 - Staff Approval, May 16, 2024

1. Repair & Replacement in-kind of existing siding
2. Repair & Replacement in-kind of door trim & threshold
3. Repair & Replacement in-kind of front concrete steps
4. Removal of paint from brick wall on porch
5. Replacement in-kind of existing driveway

B. ISSUES AND CONSIDERATIONS

The applicant proposes the following updates and changes including the replacement of existing windows and the removal of windows. Upon purchase of the property, several of the existing window openings were boarded up, and the applicant discovered that the windows were either unsalvageable, due to excessive damage and rot or missing altogether. The applicant replaced windows with RELIABILT 14500 Series and JELD-WEN V-2500 Series replacement windows as noted on the window survey and the attached specifications. The applicant removed two (2) windows on the west side of the residence, due to their condition, and to accommodate for

interior changes in the kitchen. At the Historic Preservation permit subcommittee meeting on June 6, 2024, the subcommittee reviewed the proposals and posed several questions regarding the placement of the proposed mailbox, house numbers, and requested additional details regarding the replacement of window trim and removal of existing windows as well as the widths of the proposed driveway ribbons. The subcommittee forwarded this application to the Tulsa Preservation Committee with a recommendation of approval for proposal items 1-6, and 8. The subcommittee forwarded item number 7 for the removal of windows with no recommendation (non-consensus).

At the Tulsa Preservation Commission meeting on June 13, 2024, the commission approved proposal items 1-5, and 8. The subcommittee forwarded proposal items 6 and 7 for the replacement of windows and removal of windows back to the subcommittee for further review. The commission noted that the removal of historic window openings, prior to TPC review and approval was the most concerning portion of the project and requested the applicant return to subcommittee with options to repopulate the south facade of the residence and provide additional photo documentation of the north and south sides of the residence.

C. 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

- 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.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.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, bulk- heads, 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.

A.7 Awnings, Shutters, Mailboxes, Mechanical Systems, Etc.

- A.7.1** Select awnings that are consistent with the architectural style of your home.
- A.7.2** Select window shutters that are consistent with the architectural style of your home. Plastic shutters and door shutters are not historically accurate and are not allowed.
- A.7.3** Attach mailboxes to the front of the porch or house.
- A.7.4** Install engineering systems and their associated elements such as, but not limited to, air conditioning and heating units, package units, flues, conduits, cables, electrical boxes, ventilators, and louvers, on the side or rear façade of the structure.
- A.7.5** Install utility meters on the side or rear façade of the house, or underground in a subterranean vault.
- A.7.6** Install systems requiring exterior components, such as solar panels or devices, where they will have minimal impact, preferably at the rear of your house or yard or on an outbuilding. Install exterior components on a historic building in a manner that does not damage the historic roofing material or negatively impact the building's historic character and is reversible. These considerations will be made on a case-by-case basis.
- A.7.7** Installation of radio or television antennas, including satellite dishes and similar devices, not visible from abutting streets, as determined by staff, is exempt from HP permit review

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



Survey Photo - 2001



Survey Photo - 2016



Applicant Submittal - 2024



UPDATED Applicant Submittal - June 2024



Historic Preservation

Permit

APPLICATION FORM

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.

Remodel of home using existing floor plan. No demo except for the driveway which was removed by the COT (needed access driveway to install new sewer next door). Replaced missing siding on sides of the home. Hardie backer at as asbestos shingles can't be used any longer. Reglazed & repaired all front & side windows. Upstairs walls boarded and missing upon purchase. Need advice for the front porch columns, steps & porch. Driveway was in terrible shape and removed by the city after sewer. What can I go back with?

PROJECT CHECKLIST

- ☐ NA 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.**
- ☐ NA Product brochures, color photographs, and/or material samples when new or replacement materials are proposed.
- ☐ NA 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.
- ☐ NA 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](#))



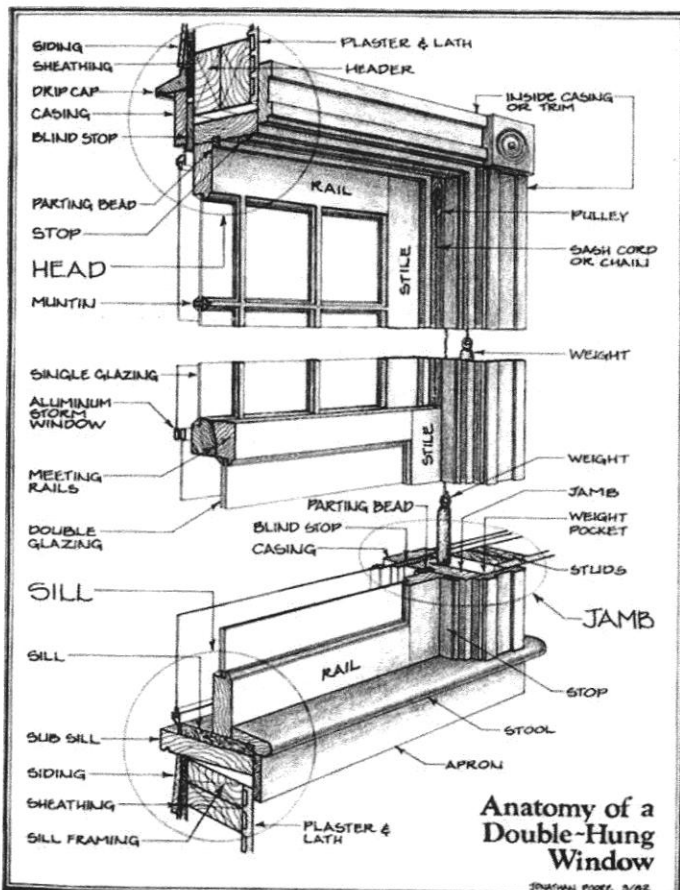
TULSA PRESERVATION COMMISSION

WINDOW SURVEY FORM

COMPLETED BY: Lili Cavel DATE: 5/26/24

PROPERTY ADDRESS: _____

BASIC REQUIREMENTS	
1. Photographs or drawings of each elevation of the structure	
2. Site plan of the structure with each window opening numbered	
3. Exterior photographs of each window opening numbered corresponding to the site plan	
4. Interior photographs of each window opening numbered corresponding to the site plan	
5. Detail photographs of problem areas of each window as necessary (numbered corresponding to site plan)	
6. Condition Evaluation of each window	
7. Original window design (double-hung, casement, etc...), pattern (3/1, 6/6, etc...), materials (wood, clad, etc...). Specify if different for certain openings.	
8. Proposed window design (double-hung, casement, etc...), pattern (3/1, 6/6, etc...), materials (wood, clad, etc...). Specify if different for certain openings.	
9. Product brochure and a picture or drawing of proposed window(s)	
10. Other	



The Window Survey Form should be completed when requesting a Certification of Appropriateness (COA) for window replacement. The basic requirements are needed for each window replacement; however, Planning Department Staff may require further information for an application on a case-by-case basis. This form should be completed and submitted with COA Application.

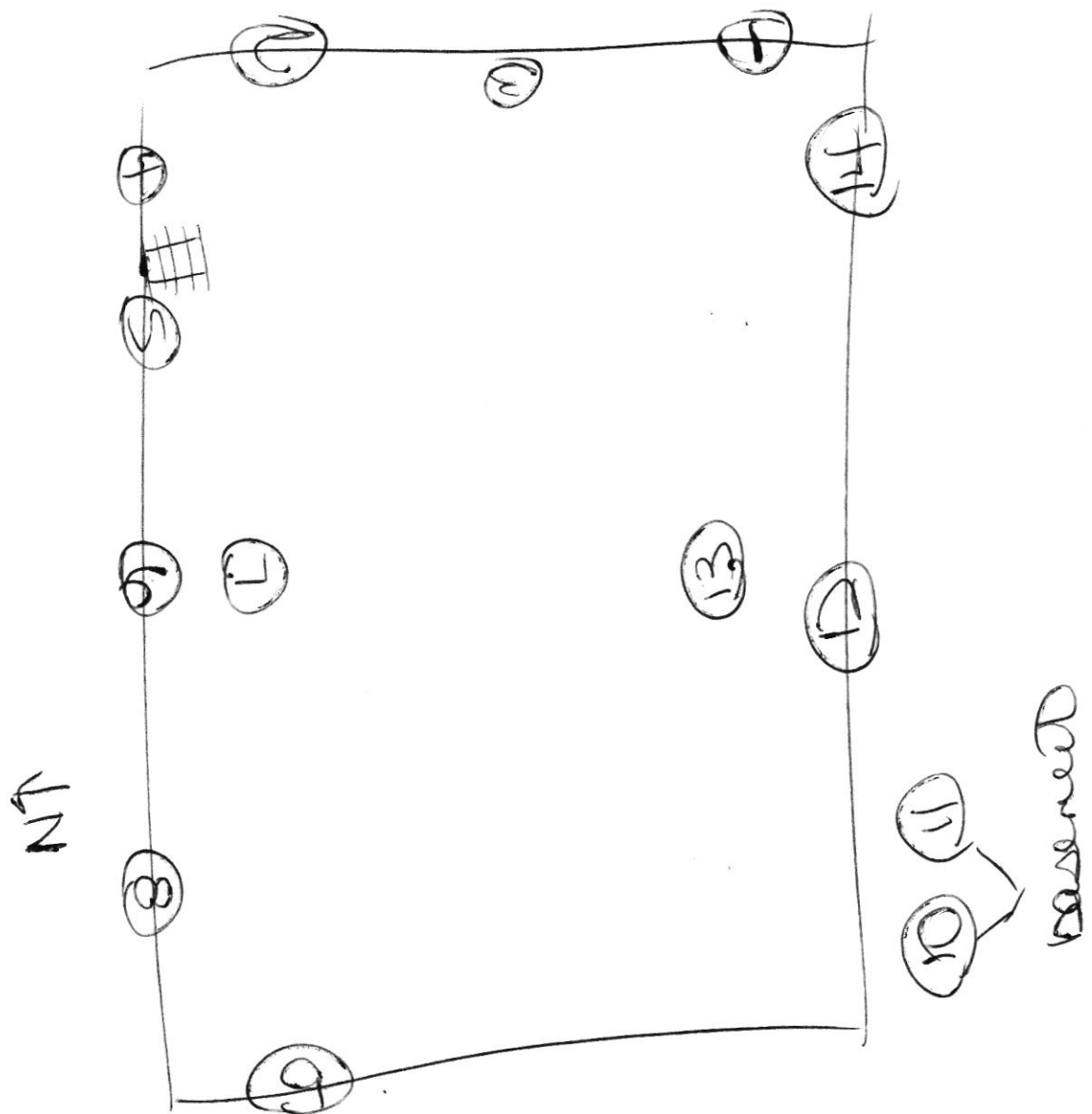
Only windows proposed for replacement should be assigned a number and described under the same number for the rest of this form. TPC does not review windows on the rear of the property if not visible from an abutting street. Windows in pairs or groupings should be assigned separate numbers. Do not include sidelights or transoms associated with a door.

Describe the issues and condition of each window proposed for replacement in detail, referring to specific parts of the windows (see diagram). Photographs of the interior and exterior are required. Additional close-up photographs, showing evidence of the window condition, must be provided to better document problem areas. Note: painted shut, broken glass, and broken sash cords are not necessary grounds for approving replacement.

[illegible]

[illegible]

1540 S. York Tower Ave.





Front of home (east)



Side of home (south)



Side of home (north)



Back of home (west)

WINDOWS 1 - 12



1



2



Original windows on the front porch, left & right sides. Middle picture is the original window above the roof porch line. All have been repaired and reglazed as necessary. Several panes were broken. Lots of wood rot. Original hardware has been repurposed on the 4 rectangular windows and all can now open.



4



5

Original windows to the left & right of the non-working fireplace. Window 4 was in better shape. Window 5 is being refurbished, but the amount of rot is significant. Both panes on Window 5 are cracked & broken & require reglazing.





6



7



8



Window 6 & 7 were not salvageable. Both were boarded up at time of purchase. Window 6's frame & glass was broken, Window 7 was missing. Window 8 is in the kitchen. It too, was in terrible shape. There were 2 additional windows in the kitchen, both of which were removed, both of which were on the west wall. They were removed due to their condition. None of these windows are visible from the street.



9



10



11



Window 9 is by the back door and is new. Was installed for light and to replace the 2 windows removed in the original kitchen area. Windows 10 & 11 are in the basement on the driveway side. Both were broken and boarded, discovered once the vegetation was removed from the south side of the home. Window 11 requires reglazing as the glass is gone.



12



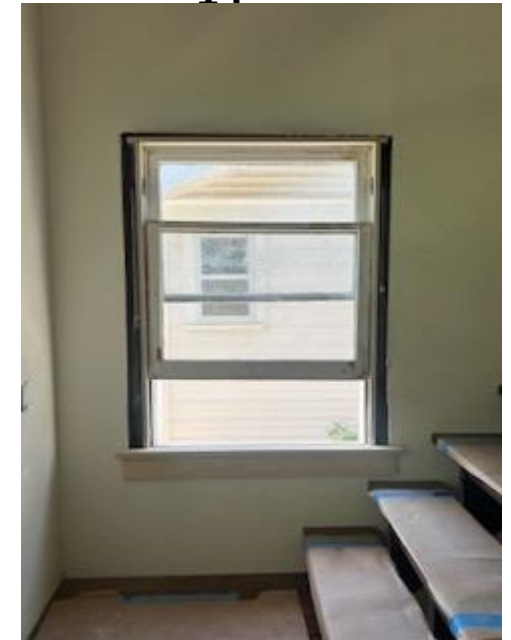
13



14



Windows 12 & 13 are new. Window 12 is in the master bedroom. It was in terrible shape, broken & falling apart. Carpenter did not deem it salvageable. Window 13 was boarded up at time of purchase. One of the windows was lying in the upstairs floor and the other was missing entirely. Window 14 has been repurposed and is original.



Every effort was made to retain the original windows. Some glass had to be reglazed as they were broken. The rest were left in their original state. All wood rot was repaired. Windows on left & right of large pane were restored, allowing them to open. Cleaned & restored original hardware.

Left side windows



Window inset below. Inside view of original windows above.



At time of purchase, several windows were boarded. All of the upstairs windows were missing or lying broken in the floor. Excessive wood rot due to water damage. Replaced sills, seats and installed newer windows as needed. Did not know at time of purchase that the home was located in an historic district.

Right side windows



1540 S Yorktown

Follow up Questions

6/13/2024



Propose to put the mailbox on the right of the front door and the house numbers to the left, both between the door frame and the window frame. Have no preference, however, and open to suggestions.



Window 4



Window 5



Window 14

Window trim is new, but built to look original. Originals were either missing or rotted beyond repair. There is only window trim on the front porch windows, on the two on the north side and Window 14 on the south side. The rest of the windows did not appear to have decorative trim as they were towards the back of the home.



REMOVAL OF WINDOWS:

1. Purchased the home from a POA who did not disclose the home was in an historic district. However, it is unlikely he knew as he lived in AR. The transaction included a disclaimer, not a Property Condition Disclosure which does have a section regarding historic districts.
2. Removed windows unknowingly. It has been suggested that we could reinstall 'fake' windows, but what style? Apparently, this district does not require wood windows so could install vinyl to match what is installed on the south side. However, this is also not historic.
3. It has been my goal to preserve as much of the home's integrity as possible within reason and budget, not knowing that the home was located in an historic district. Removal of the windows was due to placement (one was in a closet under the stairs) and the overall condition. The south side of the home was in much worse shape than the north due to the elements. Most windows were boarded up, missing, broken & not repairable. We have repaired as many windows as possible, ensuring they open and are in working order.





Windows South Side – Current



Windows North Side – Current

Per Applicant “the only way that you can see the windows from the street are if you are in my yard and trespassing.

JELD-WEN V-2500 New Construction 35-1/2-in x 47-1/2-in x 3-in Jamb White Vinyl Low-e Single Hung Window Full S

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1-1/4-in pre-punched integral nailing fin surrounds the full perimeter of the frame and helps make installations weathertight
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- JELD-WEN V-2500 New Construction 35-1/2-in x 51-1/2-in x 3-in Jamb White Vinyl Low-e Single Hung Window Full S
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BETTER TOGETHER

CURRENT ITEM

Selected

Selected

Selected



Feedback



JELD-WEN V-2500 New Construction 35-1/2-in x 47-1/2-in x 3-in Jamb White Vinyl Low-e Single Hung Window Full



Pella Installation Tape 3-in x 50-ft Butyl Rubber Roll Flashing



Lowe's 9-ft x 150-ft Water Resistant House Wrap (1350-sq ft)



0.375-in x 48-in x 96-in Brown Wood Composite Panel Siding (1536-Sq. ft/Piece)

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Subtotal: **\$380**⁴³

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Overview

- Frames assembled using fusion-welded technology for greater strength and stability
- 1-1/4-in pre-punched integral nailing fin surrounds the full perimeter of the frame and helps make installations weathertight
- Built with high quality extruded vinyl that does not chip or peel and resists fading, mildew and condensation
- SunResist Low-E insulating glass provides more protection against heat gain by blocking harmful infrared rays, as well as providing greater energy savings
- Slamming your windows shut is a thing of the past with the block and tackle balance system
- Window unit has a white exterior and interior with matching lock
- Matching fiberglass mesh screen to protect against insects
- Lifetime limited warranty
- Additional sizes and colors are available by in store special order, see your Lowe's associate for more information

CA Residents:  [Prop 65 Warning\(s\)](#) 

 **HowTo Manual**
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 **Warranty Guide**
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 **Use and Care Manual**
PDF

 **Installation Manual**
PDF

 **Prop65 Warning Label**
PDF

Specifications

General			
Color/Finish Family	White	Interior Color/Finish	White
Exterior Color/Finish	White	Series Name	V-2500
Hardware Color/Finish	White		

Actual Width (Inches)	35.5	Jamb Depth Measurement	3-in
Clear Opening Height (Inches)	19.8	Rough Opening Height (Inches)	48
Clear Opening Size (W x H)	32-19/32-in x 19-51/64-in	Rough Opening Size (W x H)	36-in x 48-in
Clear Opening Width (Inches)	32.6	Rough Opening Width (Inches)	36
Common Size (W x H)	36-in x 48-in	Weight (lbs.)	39.89

Features			
Argon Gas Insulated	Yes	J Channel	N/A
Balance System	Block and tackle	Lock Type	Cam
Clear Opening Sq Ft	4.5	Lowe's Exclusive	No
Design Pressure (DP) Rating	50	Mulling	N/A
For Use with Mobile Homes	No	Nail Fin	Integrated
Frame Material	Vinyl	Number of Locks	2
Frame Profile	Flat	Obscure Glass	No
Glass Insulation	Low-E	Paintable	No
Glass Strength	Annealed	Project Type	New construction
Glazing Type	Double pane	Screen Frame Type	Roll-form
Grid Included	No	Screen Included	Full
Grid Pattern	N/A	Screen Type	Fiberglass mesh
Grid Profile	N/A	Solar Heat Gain Coefficient (SHGC)	0.22
Grid Type	N/A	Tilt Mechanism	Raised
High Altitude Rated	No	Tilting	Yes
Impact Resistant	No	Ventilation Latches	N/A
Insect Screen Included	Yes	Wood Jamb Extension	None

Warranty			
Warranty	Limited lifetime		

Certifications			
CA Residents: Prop 65 Warning(s)	⚠ Prop 65 WARNING(S) -	Meets CA Forced Entry Requirements	No
ENERGY STAR Certified North/Central Zone	No	Meets Title 24	Yes
ENERGY STAR Certified Northern Zone	No	Meets Wildland Urban Interface	No
ENERGY STAR Certified South/Central Zone	No	Miami Dade Approved	No
ENERGY STAR Certified Southern Zone	No	Sound Transmission Control (STC) Rated	No
Florida Product Approved	No	Texas Department of Insurance Approved	Yes
Hurricane Approved	No	U Value	0.30



RELIABILT 14500 Series 47-3/4-in x 47-3/4-in x 2-29/32-in Jamb Left-operable Vinyl White Sliding Window Half Scree

Shop RELIABILT

★★★★★

 106

\$238.00

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48-in x 48-in

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Project Source 10001 Series
35-1/2-in x 35-1/2-in x 3-in...

★★★★★ 100

\$128.00

+ Add to Cart



Project Source 10001 Series
35-1/2-in x 23-1/2-in x 3-in...

★★★★★ 100

\$108.00

+ Add to Cart



Project Source 10001 Series
23-1/2-in x 23-1/2-in x 3-in...

★★★★★ 100

\$98.00

+ Add to Cart



RELIABILT 14500 Series 47-3/4-in x 35-3/4-in x 2-29/32-...

★★★★★ 106

\$208.00

+ Add to Cart



RELIABILT 14500 Series 35-3/4-in x 35-3/4-in x 2-29/32-...

★★★★★ 106

\$178.00

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Pella 250 Series
47-1/2-in x 3-1/4-...

★★★★★ 1

\$451.60

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Feedback





+



+



+



RELIABILT 14500 Series 47-3/4-in x 47-3/4-in x 2-29/32-in Jamb Left-operable Vinyl White Sliding Window

Pella Installation Tape 3-in x 50-ft Butyl Rubber Roll Flashing

Owens Corning R-13 Kraft Faced Fiberglass Roll Insulation 40-sq ft (15-in W x 32-ft L) Individual Pack

Lowe's 9-ft x 150-ft Water Resistant House Wrap (1350-sq ft)

Better Together

Subtotal:

\$402.45

Add 4 Items to Cart

Overview

Reliabilt vinyl single slider windows are designed for new construction or remodeling applications and are easily installed with an integrated nail fin and score and crack J-channel that accepts a wide variety of finishing installation options. High performance energy efficient low-E + argon gas filled insulated glass helps reflect the sun's heat away from the inside of your house in the warm summer months while helping to hold the warmth inside your home during the colder winter months. Reliabilt vinyl single slider windows are manufactured with a heavy duty extruded welded vinyl sash and main frame that is durable and maintenance free and includes an easily removable screen that keeps insects out. Reliabilt vinyl single slider windows are the perfect choice for any new construction or remodeling needs.

- Designed for new construction or remodeling applications
- Easy installation with integrated nail fin and score and crack J-channel that accepts a wide variety of finishing installation options
- High performance low-E + argon gas filled insulated glass for heightened thermal energy efficiency (see each window's U-value and SHGC value for exact specifications)
- Four-point welded vinyl main frame is maintenance-free and durable for long lasting performance
- Vinyl sash glides effortlessly, interlocking with the main frame, ensuring a weather-tight seal
- Internal weeping system prevents moisture buildup, and a removable half screen keeps insects out
- White vinyl finish complements any surroundings, never needs painting and is backed by a lifetime manufacturer's warranty

Specifications

General			
Color/Finish Family	White	Interior Color/Finish	White
Exterior Color/Finish	White	Series Name	14500 Series
Hardware Color/Finish	White		

Dimensions			
Actual Height (Inches)	47.75	Grid Width	N/A
Actual Size (W x H)	47-3/4-in x 47-3/4-in	Jamb Depth (Inches)	2.91
Actual Width (Inches)	47.75	Jamb Depth Measurement	2-29/32-in
Clear Opening Height (Inches)	47.75	Rough Opening Height (Inches)	48.0
Clear Opening Size (W x H)	47-3/4-in x 47-3/4-in	Rough Opening Size (W x H)	48-in x 48-in
Clear Opening Width (Inches)	47.75	Rough Opening Width (Inches)	48.0
Common Size (W x H)	48-in x 48-in	Weight (lbs.)	64



TULSA PRESERVATION COMMISSION

HISTORIC PRESERVATION PERMIT SUBCOMMITTEE STAFF REPORT

June 20, 2024

HP-0598-2024

HP PERMIT NUMBER: HP-0598-2024

PROPERTY ADDRESS: 1624 SOUTH DETROIT AVENUE

DISTRICT: NORTH MAPLE RIDGE

APPLICANT: CASSIE MOON

REPRESENTATIVE: N/A

A. CASE ITEMS FOR CONSIDERATION

1. INSTALLATION OF FENCE

B. BACKGROUND

DATE OF CONSTRUCTION: 1918

ZONED HISTORIC PRESERVATION: 1993; ORDINANCE AMENDMENT 2005

NATIONAL REGISTER LISTING: MAPLE RIDGE HISTORIC RESIDENTIAL DISTRICT, 1983

CONTRIBUTING STRUCTURE: YES

PREVIOUS ACTIONS: N/A

B. ISSUES AND CONSIDERATIONS

The applicant proposes the installation of six (6) foot high fence with a 5/8" picket, 14-gauge square steel posts (not visible street side) that is stained and capped in Japanese Cedar material per the provided examples. The proposed fence is to replace the previous decorative fence that was destroyed in a storm and unable to be repaired. Site plan image includes locations of fence replacement indicated by pink arrows, and is located on the south side of the property parallel to 17th street on a corner lot.

1. 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.

2. Reference: *Unified Design Guidelines – Residential Structures*

SECTION A – GUIDELINES FOR REHABILITATION OF EXISTING STRUCTURES

A.1 General Requirements

- 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.7 Awnings, Shutters, Mailboxes, Mechanical Systems, Etc.

- A.7.1 Select awnings that are consistent with the architectural style of your home.
- A.7.2 Select window shutters that are consistent with the architectural style of your home. Plastic shutters and door shutters are not historically accurate and are not allowed.
- A.7.3 Attach mailboxes to the front of the porch or house.
- A.7.4 Install engineering systems and their associated elements such as, but not limited to, air conditioning and heating units, package units, flues, conduits, cables, electrical boxes, ventilators, and louvers, on the side or rear façade of the structure.
- A.7.5 Install utility meters on the side or rear façade of the house, or underground in a subterranean vault.
- A.7.6 Install systems requiring exterior components, such as solar panels or devices, where they will have minimal impact, preferably at the rear of your house or yard or on an outbuilding. Install exterior components on a historic building in a manner that does not damage the historic roofing material or negatively impact the building's historic character and is reversible. These considerations will be made on case-by-case basis.
- A.7.7 Installation of radio or television antennas, including satellite dishes and similar devices, not visible from abutting streets, as determined by staff, is exempt from HP Permit review.



2019



2016



2022



Historic Preservation

Permit

APPLICATION FORM

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.

Fence destroyed in Father's Day storm 6/17/23, images attached. Tried to repair. Needs full repla
All fence companies contacted for proposals cannot replace the fence as is. Too custom. Propos
Sample images of similar/same style fences in the Maple Ridge neighborhood also included.

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](#))



Replacement Fence would be 6' H, 5/8 picket, 14 gauge square steel posts (not visible street side).
Material: Japanese Cedar. Stained. Capped. Sample images included.
Site plan image includes locations of fence replacement indicated by pink arrows.

Previous Fence Styles



Survey Photo 2000 – Side (South)



Survey Photo 2016 – Side (South)



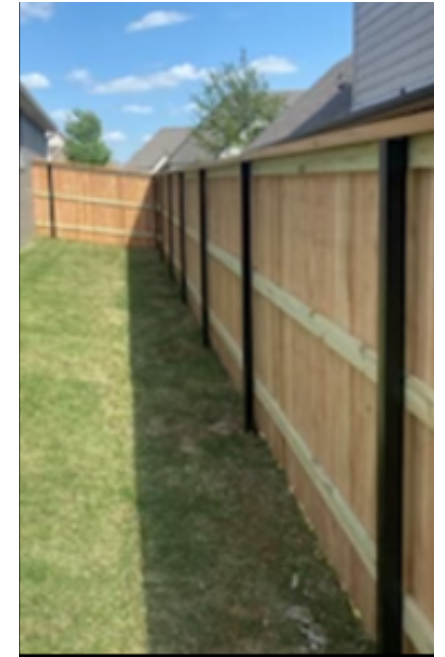
Applicant Submittal - Fence Damage



Applicant Submittal - Neighborhood Example

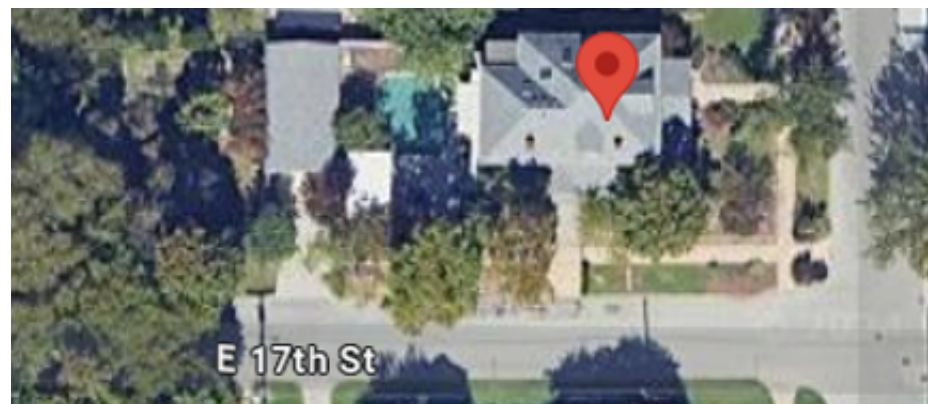


Fence Style



Fence Post

Proposed Fence : six (6) foot high fence with a 5/8" picket, 14-gauge square steel posts (not visible street side) that is stained and capped in Japanese Cedar material per the provided examples.





TULSA PRESERVATION COMMISSION

HISTORIC PRESERVATION PERMIT SUBCOMMITTEE STAFF REPORT

June 20, 2024

HP-0599-2024

HP PERMIT NUMBER: HP-0599-2024

PROPERTY ADDRESS: 744 NORTH CHEYENNE AVENUE

DISTRICT: BRADY HEIGHTS / THE HEIGHTS

APPLICANT: JOEY WIGNARAJAH

REPRESENTATIVE: N/A

A. CASE ITEMS FOR CONSIDERATION

1. INSTALLATION OF LANDSCAPE FEATURES

B. BACKGROUND

DATE OF CONSTRUCTION: 2024

ZONED HISTORIC PRESERVATION: 1999

NATIONAL REGISTER LISTING: BRADY HEIGHTS HISTORIC DISTRICT, 1980

CONTRIBUTING STRUCTURE: NO

PREVIOUS ACTIONS:

HP-0439-2023 – April 25, 2024 – TPC APPROVAL

1. Construction of residence

B. ISSUES AND CONSIDERATIONS

The applicant proposes changes to previously approved landscape plans for new construction. The previously approved landscape plan consisted of concrete pavers in a straight-line pattern on the front slope leading up to the porch. Concrete steps with a handrail were near the sidewalk as the starting point for the concrete pathway. The applicant now proposes the installation of a set of brushed concrete floating stairs with the intent to create the look of a stream to coincide with the prairie style aesthetics of the residence. Adjacent to the floating steps, the applicant proposes the placement of large rocks excavated from the site, or of a similar location.

1. 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.

2. Reference: *Unified Design Guidelines – Residential Structures*

SECTION A – GUIDELINES FOR REHABILITATION OF EXISTING STRUCTURES

A.1 General Requirements

- 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.

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

G.2 Paving

- G.2.1 Retain and preserve original historic paving, steps, and bulkheads through repair.
- G.2.2 Ensure that the design of new paving is consistent with historic elements found along the same street and within the same neighborhood.
- G.2.3 Use paving materials that are consistent with the historic paving found along the same street and within the same neighborhood. Asphalt and stained concrete are not allowed.
- G.2.4 Surface parking lots do not support the historic character of the district. Construction of parking lots is strongly discouraged, but will be considered on a case-by-case basis provided that the following guidelines are met:
 - .1 Match the front setback pattern of the historic structures on the same side of the street. On corner lots, match the setback pattern of the historic structures on all adjoining streets. When the setback pattern of the historic structures on the same side of the street varies, locate the parking lot between the minimum and maximum of the prevailing setbacks.
 - .2 The screening that is required by the Zoning Code shall meet the conditions of G.1.4 and G.1.5. Ensure that screening is of sufficient height and density to obscure the view of the parking lot from the street and adjacent historic structures.
 - .3 When possible, provide vehicular access to the parking lot from an alley or arterial street to minimize the traffic impact on residential streets.



Historic Preservation

Permit

APPLICATION FORM

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.

We are requesting approval of a front landscaping plan that is different than what was submitted for our new construction project.

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)

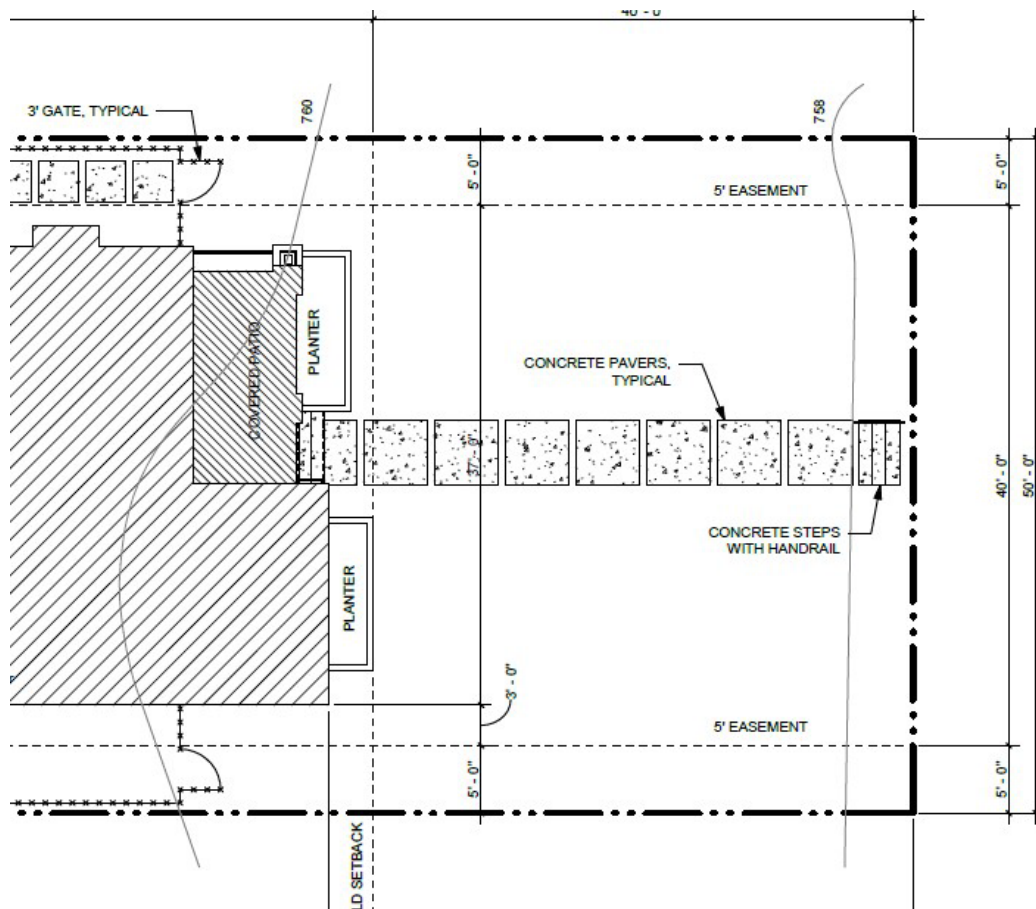
FOR ADDITIONS AND NEW CONSTRUCTION, THE FOLLOWING ARE REQUIRED IN ADDITION TO THE ABOVE:

- ☒ 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](#))



2024



Previously approved landscape plan

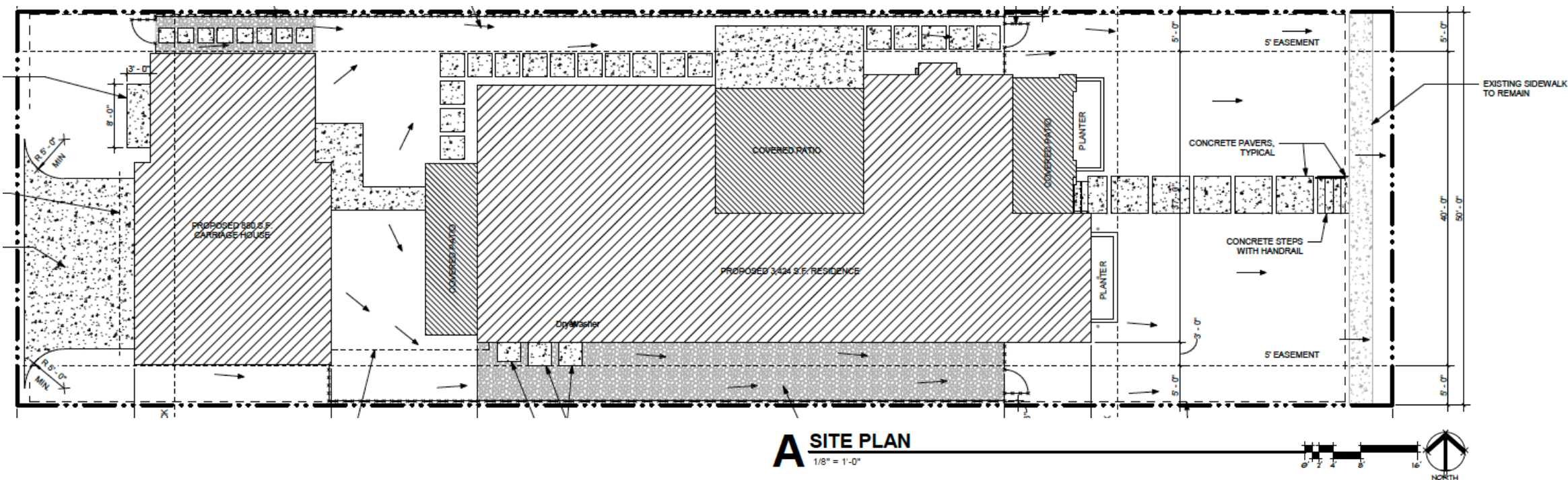
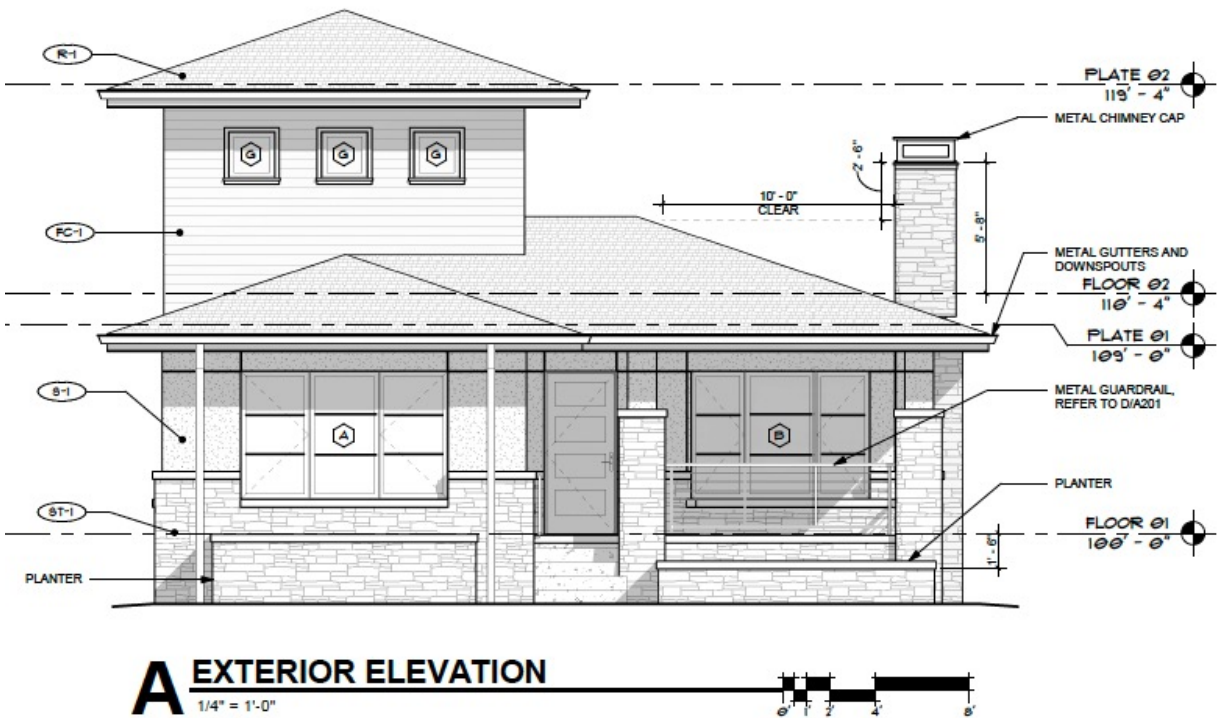
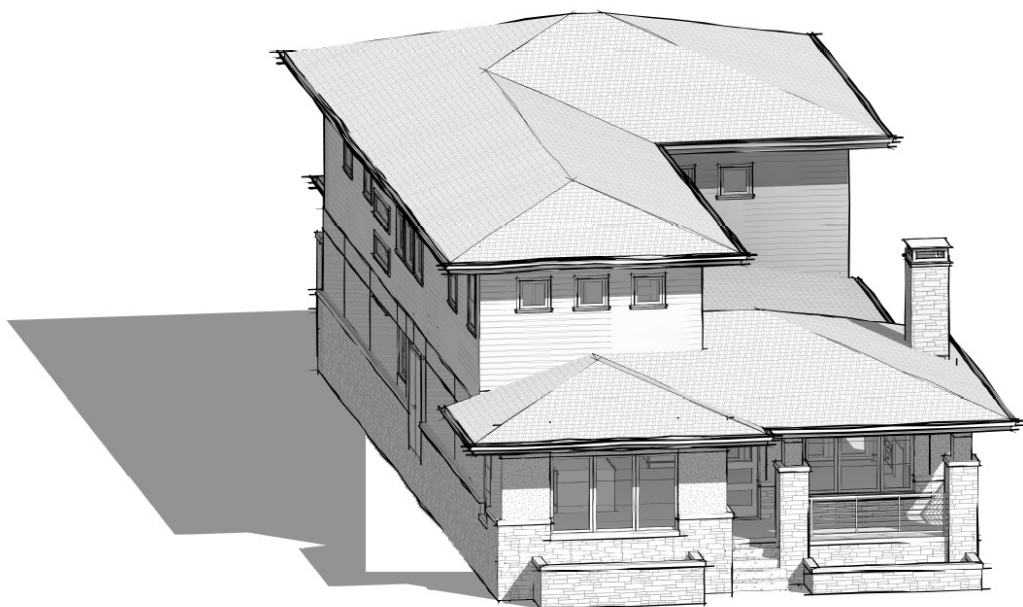
Front Landscaping

744 N Cheyenne Ave

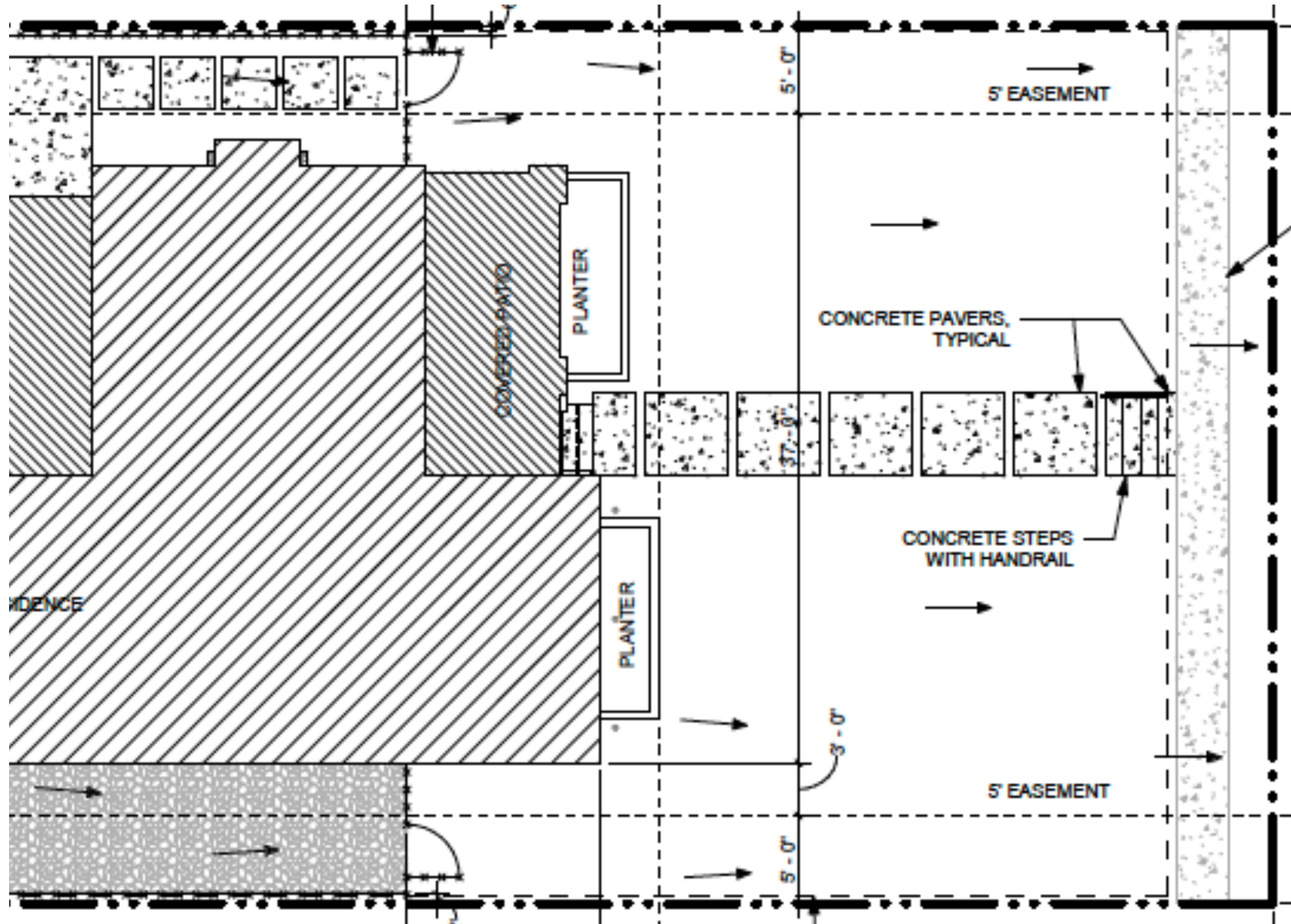
The Heights

Approved Front Elevation and Site Plan

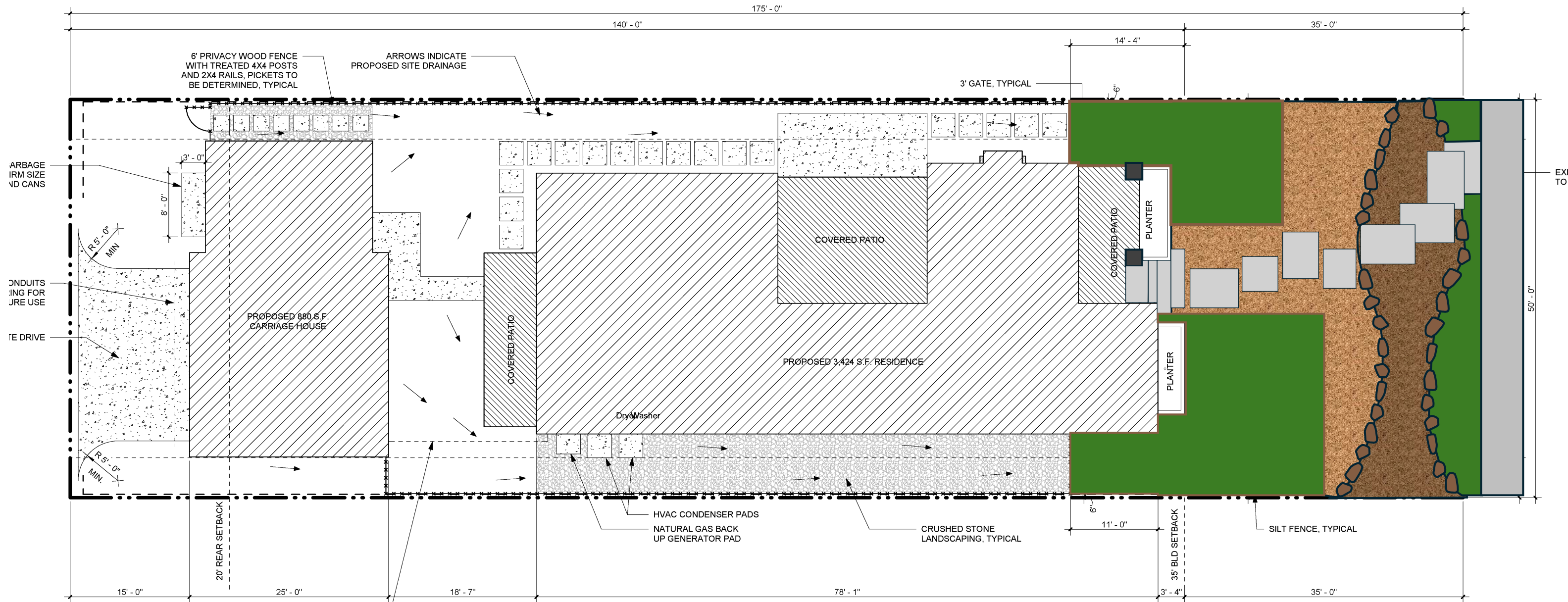
Design Concept: Prairie Style



Approved Front Site Plan – Detailed View



Proposed Front Site Plan – Full Site

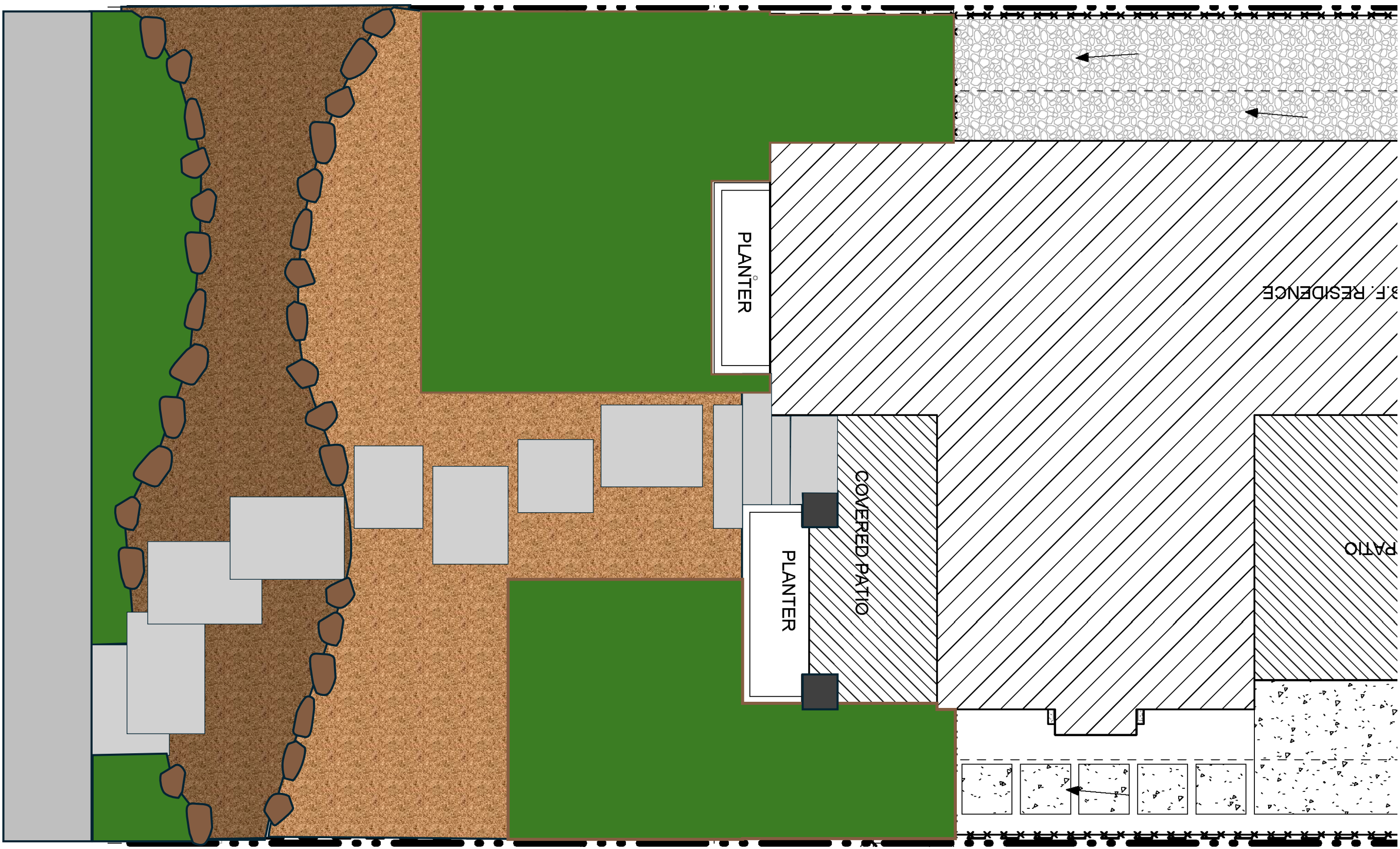


A SITE PLAN
1/8" = 1'-0"

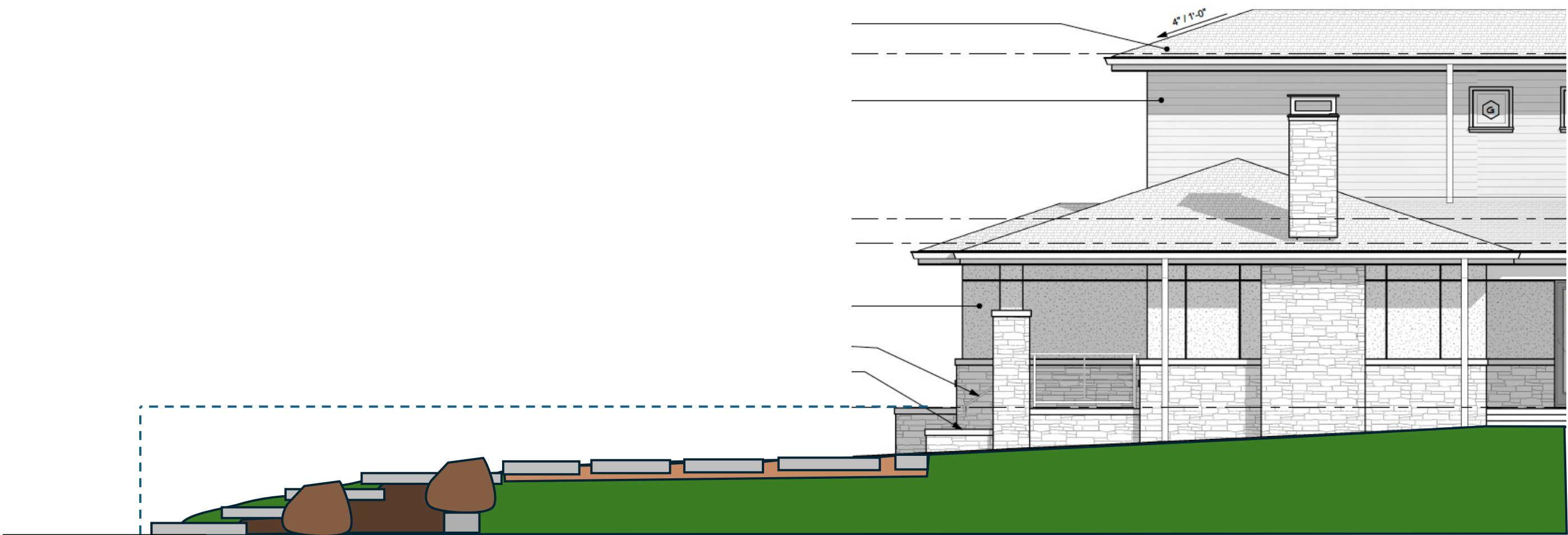
0' 2' 4' 8' 16'

NORTH

Proposed Front Site Plan – Detailed View



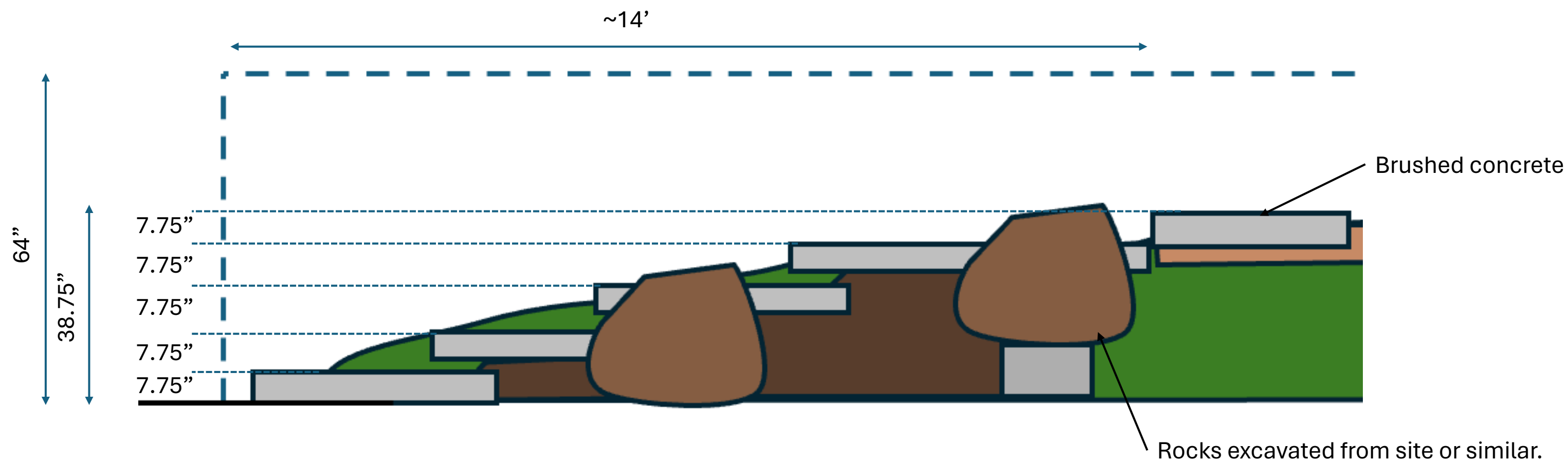
Proposed Front Site Plan – Side View



C EXTERIOR ELEVATION
1/4" = 1'-0"

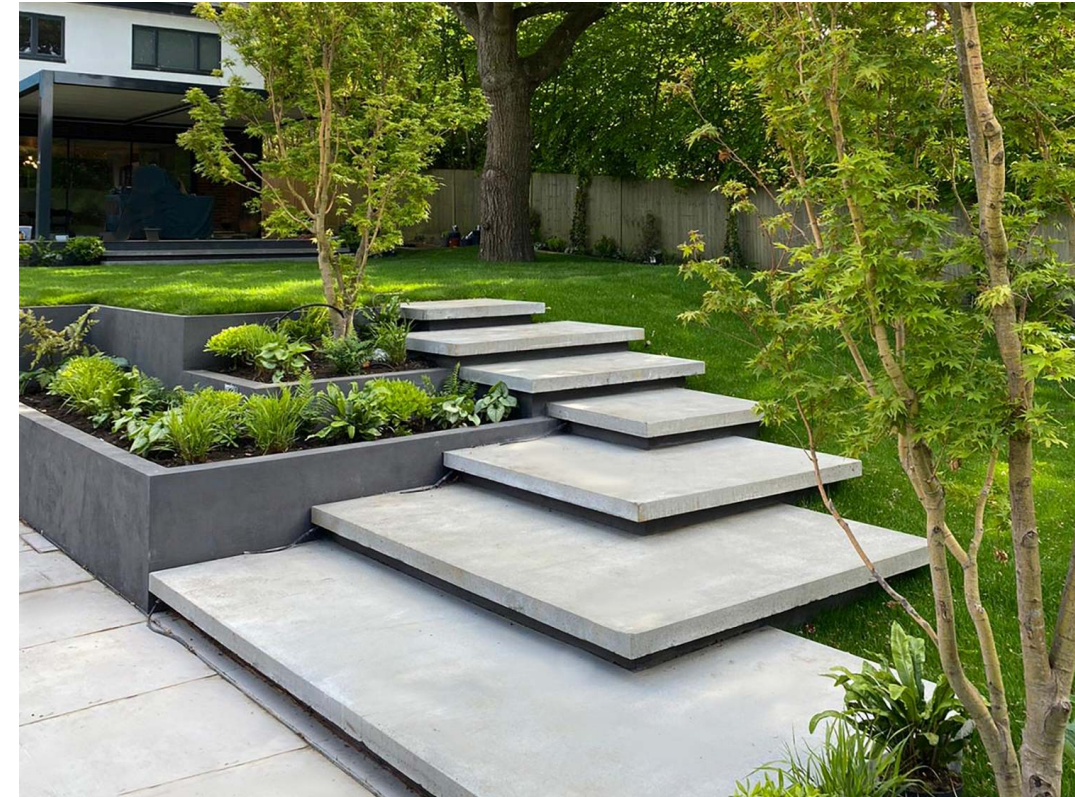


Proposed Front Site Plan – Side View Detail





Examples of Floating Stairs





TULSA PRESERVATION COMMISSION

HISTORIC PRESERVATION PERMIT SUBCOMMITTEE STAFF REPORT

June 20, 2024

HP-0600-2024

HP PERMIT NUMBER: HP-0600-2024

PROPERTY ADDRESS: 2311 EAST 17TH PLACE.

DISTRICT: YORKTOWN

APPLICANT: LARRY PAYNE

REPRESENTATIVE: JEFF BIER

A. CASE ITEMS FOR CONSIDERATION

1. CONSTRUCTION OF RESIDENCE

B. BACKGROUND

DATE OF CONSTRUCTION:

ZONED HISTORIC PRESERVATION: 1995

NATIONAL REGISTER LISTING: YORKTOWN HISTORIC DISTRICT, 2002

CONTRIBUTING STRUCTURE: NO

PREVIOUS ACTIONS: N/A

B. ISSUES AND CONSIDERATIONS

1. The applicant proposes building a new residence in the Barnard Trace area of the Yorktown Historic district. The front façade of the of the residence is proposed to be approx. 30'-20"h with a mix of the following materials including: Brick, Stone, Architectural Shingles & Standing Seam Metal Roof (on porch & dormer) and siding in the gable per the architectural drawings.

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.

3. Reference: *Unified Design Guidelines – Residential Structures***SECTION C – GUIDELINES FOR NEW CONSTRUCTION****C.1 General Requirements**

- C.2.1 Designs for new construction shall not duplicate existing structures within the district. Ensure that each new structure is unique within the district.
- C.2.2 When designing new structures, provide consistency and continuity by drawing upon common characteristics of historic structures in the district, placing particular emphasis on the historic structures on the same street. These include but are not limited to porches, entries, roof pitch and form, and window and door styles.
- C.2.3 Avoid mixing incongruous architectural styles: for example, Prairie-style windows on a Colonial Revival-inspired house.
- C.2.4 Respect the scale, proportions, historic patterns, and relationships of both principal and accessory structures along the same street and within the district.
- C.2.5 Maintain the established height of those structures along the same side of the street.
- C.2.6 Establish the height of the floor (finished floor elevation) between the minimum and maximum finished floor elevation of those structures along the same side of the street.

C.2 Building Site

- C.2.7 Match the front setback of the historic buildings along the same side of the street. When the front setback pattern of the historic structures on the same side of the street varies, locate the new structure between the minimum and maximum of the prevailing front setbacks.
- C.2.8 Maintain the pattern and rhythm of the side yard setbacks of the other historic structures on the same side of the street.
- C.2.9 Maintain the same orientation to the street as established by the historic structures on the same street.
- C.2.10 Limit paving within the street yard to primary driveways and sidewalks. Curb cuts and new driveways through the street yard are strongly discouraged for properties with alley access.
- C.2.11 On interior lots, limit the surface area of driveways and sidewalks to no more than 50% of the street yard lot area.
- C.2.12 On corner lots, limit the surface area of driveways and sidewalks to no more than 30% of the street yard lot area.

C.3 Building Materials

- C.3.1 Maintain the visual characteristics, scale, proportions, directional orientation, and rhythms that are created by the materials on existing historic structures in the district, in order to maintain the overall appearance and character of the district. Deviation from the materials on existing historic structures in the district will be considered on a case-by-case basis. The use of unfinished or clear-finished metals will be considered on a case-by-case basis.

C.4 Garages

- C.4.1 Locate garages within the rear yard and detached from the primary residential structure. Detached buildings or structures, such as garages and sheds, not located in the street yard as defined in the Zoning Code are exempt from HP Permit review.

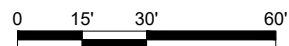
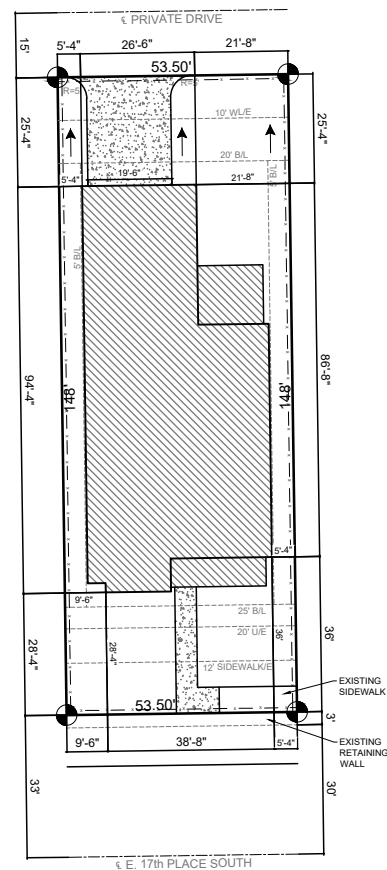
- C.4.2 Adding a garage attached to the rear elevation of the primary residential structure will be considered on a case-by-case basis.
- C.4.3 Permitted attached garages shall be located so that the front façade of the garage is not located forward of the rear wall of the primary structure.
- C.4.4 Historically appropriate garage doors, such as carriage house doors, are encouraged.

C.5 Mechanical Systems, Etc.

- C.5.1 Install engineering systems and their associated elements, such as, but not limited to, air conditioning and heating units, flues, conduits, cables, electrical equipment, ventilators, and louvers, on the side or rear façade of the structure.
- C.5.2 Install utility meters on the side or rear façade of the house or underground in a subterranean vault. Above-ground installation of utility systems, such as pedestals and transformers, is prohibited in the street yard unless approved on a case-by-case basis.
- C.5.3 Install systems requiring exterior components, such as solar panels or devices, where they will have minimal impact, preferably at the rear of your house or yard or on an outbuilding. Install exterior components on a historic building in a manner that does not damage the historic roofing material or negatively impact the building's historic character and is reversible. These considerations will be made on a case-by-case basis.
- C.5.4 Installation of radio or television antennas, including satellite dishes and similar devices, not visible from abutting streets, as determined by staff, is exempt from HP Permit review.



LARRY AND MARTHA PAYNE RESIDENCE
2311 E 17 PL
BUILDER: DMG BUILDERS
NEW CONSTRUCTION
PRESENTED BY JEFF BIER



SCALE: 1"=30'



creative
home
designs

SITE PLAN

100 N. BROADWAY
SUITE #100
EDMOND, OK 73034
(405) 270-6417

www.chd.design

ADDRESS

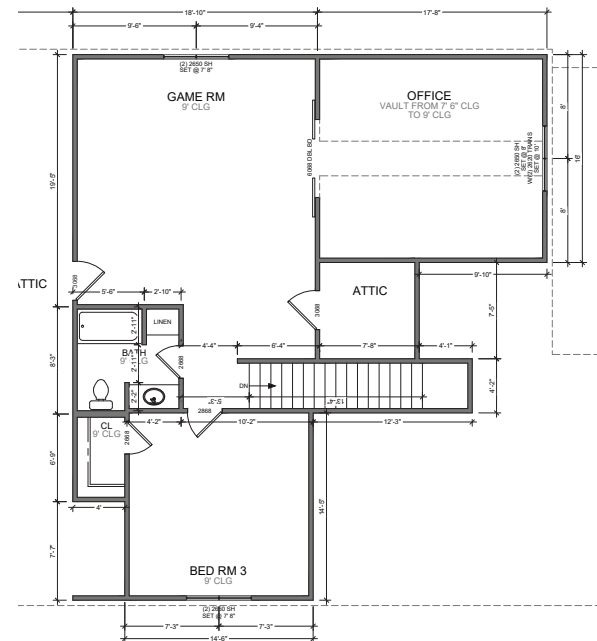
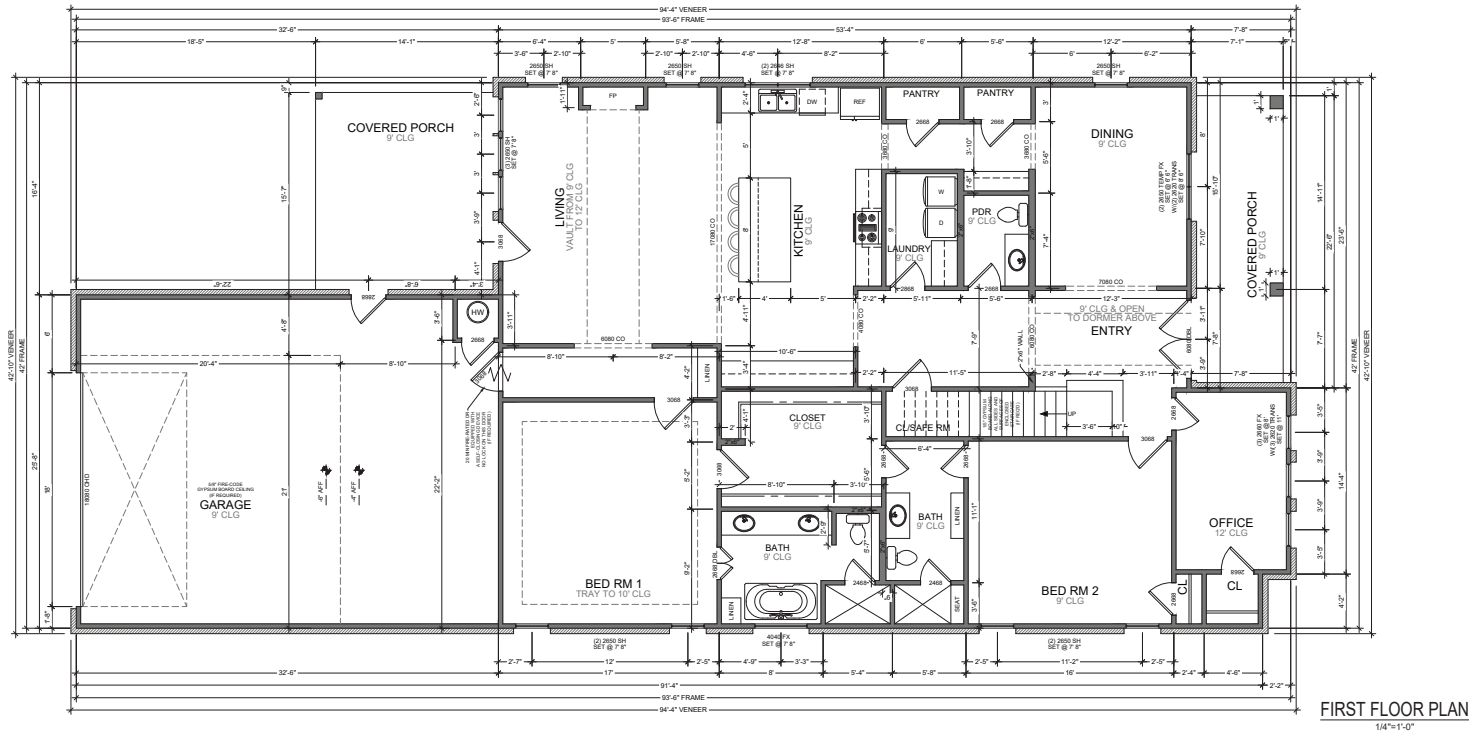
2311 E. 17th PL. S.
BARNARD TRACE - SEC 7
BLOCK 1 - LOT 11

DATE	DRAFTER
6/14/24	RLR

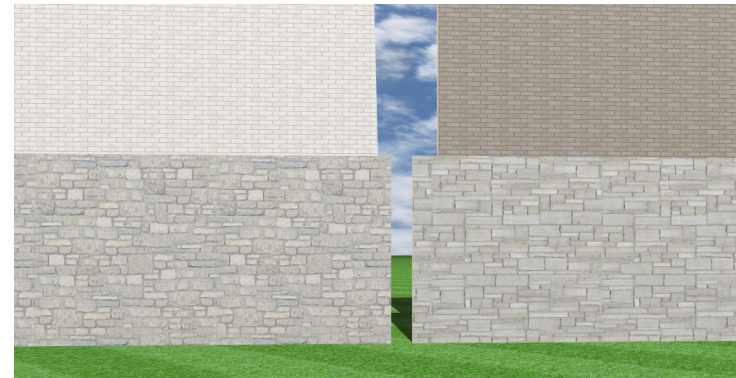
GROSS LAND AREA: 7,918.00 SQ FT
OPEN SPACE AREA: 3,660.80 SQ FT
FRONT SETBACK AREA: 1,337.50 SQ FT
DRIVEWAY AREA: 400.73 SQ FT



LARRY AND MARTHA PAYNE RESIDENCE
2311 E 17 PL
BUILDER: DMG BUILDERS



LARRY AND MARTHA PAYNE RESIDENCE
2311 E 17 PL
BUILDER: DMG BUILDERS



POTENTIAL STONE/BRICK APPLICATIONS



LARRY AND MARTHA PAYNE RESIDENCE
2311 E 17 PL
BUILDER: DMG BUILDERS



LEFT ELEVATION
1/4"=1'-0"



RIGHT ELEVATION
1/4"=1'-0"



LARRY AND MARTHA PAYNE RESIDENCE
2311 E 17 PL
BUILDER: DMG BUILDERS

ADJACENT ESTIMATED HEIGHT AND MASSING COMPARISON

31FT TTL HEIGHT



2305

31FT TTL HEIGHT



2311



2335

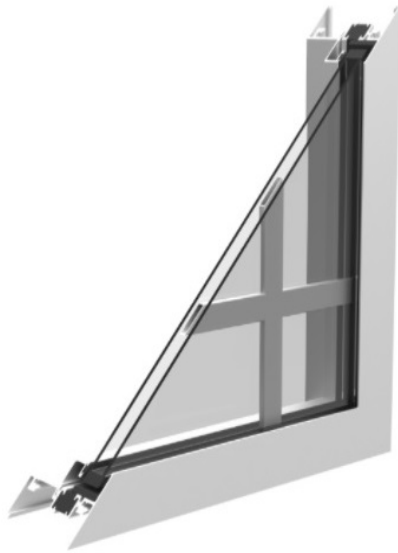


LARRY AND MARTHA PAYNE RESIDENCE
2311 E 17 PL
BUILDER: DMG BUILDERS

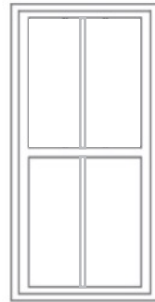
LOCAL RELEVANT STYLE EXAMPLES



LARRY AND MARTHA PAYNE RESIDENCE
2311 E 17 PL
BUILDER: DMG BUILDERS



Quaker Windows & Doors offers two types of grids: interior muntins and exterior grids combined with an interior shadow bar which creates simulated divided lites (SDLs). The interior muntins are placed inside the airspace between two panes of glass. This type of muntin can be formed into almost any grid style, including radius designs. Muntins are a great option, because they are inside the glass and are dust and maintenance free.



COLONIAL 1

GRILLS ON FRONT
FIXED WINDOWS
PER LOCATION AND
DESIGN, SIDES FEATURE
FIXED, SINGLE HUNG,
AND SLIDER WINDOWS

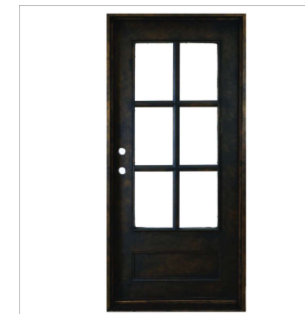


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