TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES
Thursday, August 11, 2016, 11:00 A.M.
City Hall @ One Technology Center, 175 East 2nd Street
10th Floor - North Conference Room

A. Opening Matters

1. Call to Order and Verification of Quorum

Acting as Chairman, Vice-Chairman Craddock called the Regular Meeting to order at 11:15 A.M.

<table>
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<tr>
<th>Members Present</th>
<th>Members Absent</th>
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<tr>
<td>Mike Craddock, Vice-Chairman</td>
<td>Robert Shears, Chairman</td>
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<td>David Schoell, Secretary</td>
<td>Jim Turner</td>
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<tr>
<td>David Pounds</td>
<td>Susan McKee</td>
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<td>Tom Neal</td>
<td>Ted Reeds</td>
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<td>John Snyder*</td>
<td>Peter Grant</td>
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<td>Michael Birkes</td>
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*Late

**Staff Present**
Jed Porter, Kristin Pack, Bob Edmiston

**Others Present**
Jennifer Barcus-Schafer

2. Approval of Minutes from July 14, 2016.

Commissioner Craddock made a motion to approve the Minutes. Commissioner Pounds seconded the motion. The motion was approved unanimously.
Vote: Meeting Minutes, July 14, 2016.

In Favor  Opposed  Abstaining  Not Present
1. Craddock        Shears
2. Schoell        Turner
3. Pounds        McKee
4. Neal        Grant
5. Snyder        Reeds
6. Birkes

3. Approval of Minutes from July 26, 2016.

Commissioner Neal made a motion to approve the Minutes. Commissioner Birkes seconded the motion. The motion was approved by a majority.

Vote: Meeting Minutes, July 26, 2016.

In Favor  Opposed  Abstaining  Not Present
1. Craddock     Pounds  Shears
2. Schoell        Turner
3. Birkes        McKee
4. Neal        Grant
5. Snyder        Reeds

4. Disclosure of Conflicts of Interest
   No Conflicts of Interest were disclosed.

B. Actionable Items

1. **HP-16-054 / 1601 S. St. Louis Ave.** (Swan Lake)
   Applicant: Jennifer Barcus-Schafer
   
   *HP Permit Subcommittee Review Date: None*
   Request:
   1. Replace original brick steps with poured concrete steps with matching dimensions

Staff presented the application, and the applicant, Jennifer Barcus-Schafer, was present. The applicant stated the brick appears worse in the picture. Commissioner Neal asked the applicant why she wanted to change the material. Ms. Barcus-Schafer replied the existing brick would be difficult to match. Commissioner Neal stated although the Unified Design Guidelines recommend a match of material, the applicant’s argument to substitute concrete is understandable.
Commissioner Schoell made a motion to approve the application. The motion was seconded by Commissioner Snyder. The motion was approved unanimously.

**Vote:** 1601 S. St. Louis Ave. *(Swan Lake)*

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2. **Unified Design Guidelines**
   1. **Staff Report on G.1 Landscape Features**
   2. **Discussion and possible vote on draft to be recommended to TMAPC**

Staff presented the Tulsa Preservation Commission’s purview over landscape features and discussed how to review landscape features on interior lots and corner lots.

Commissioner Craddock made a motion to recommend approval of the revisions to the Unified Design Guidelines to TMAPC and City Council. The motion was seconded by Commissioner Pounds. The motion was approved unanimously.

**Vote:** Revisions to the Unified Design Guidelines

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C. **Reports**
   1. Chair Report - None
   2. Staff Report – Staff presented the staff approvals from the last regular meeting.
D. New Business
   None.

E. Announcements and Future Agenda Items
   No Announcements or Future Agenda Items were presented.

F. Adjournment
   Acting as Chairman, Vice-Chairman Craddock adjourned the Regular Meeting at 11:39 A.M.