



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**Thursday, August 11, 2016, 11:00 A.M.**

City Hall @ One Technology Center, 175 East 2<sup>nd</sup> 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.

#### **Members Present**

Mike Craddock, Vice-Chairman  
David Schoell, Secretary  
David Pounds  
Tom Neal  
John Snyder\*  
Michael Birkes

#### **Members Absent**

Robert Shears, Chairman  
Jim Turner  
Susan McKee  
Ted Reeds  
Peter Grant

\*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.**

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
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.**

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
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)**

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

**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**

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

**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.