



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Thursday, September 9, 2021, 11:00 A.M.

City Hall @ One Technology Center, 175 East 2nd Street
10th Floor - South Conference Room

A. Opening Matters

1. Call to Order and Verification of Quorum

Commissioner Townsend called the Regular Meeting to order at 11:00 A.M.

Members Present

Mary Lee Townsend, Ph.D., Chair
James E. Turner, AIA, Vice-Chair
Susan J. McKee, MFA, Secretary
Holly Becker
Peter Grant, CGR, CAPS
Ted A. Reeds II, AIA
Mark D. G. Sanders*

Members Absent

Chris J. Bumgarner
Katelyn C. Parker, RA
Robert L. Shears, ASLA

Staff Present

Audrey D. Blank, Roy M. (Jed) Porter, Jr., Felicity Good

Others Present

Justin L. Griffith

*Late Arrival

2. Approval of Minutes – Regular Meeting, August 24, 2021

Commissioner Reeds made a motion to approve the Minutes. The motion was seconded by Commissioner Grant and approved with a majority.

Vote: Minutes – Regular Meeting, August 24, 2021

In Favor

1. Turner
2. Becker
3. Grant
4. Reeds

Opposed

Abstaining

Townsend
McKee

Not Present

Bumgarner
Parker
Sanders
Shears

3. Disclosure of Conflicts of Interest

None

B. Actionable Items

1. **HP-0294-2021 / 1837 E. 17th Pl.** (Yorktown)

Historic Preservation Permit Subcommittee Review Date: August 5, 2021

Applicant: Justin L. Griffith

Proposal:

1. Replacement of door

Staff presented its report, sharing images of the damage to the door and its Product Data. The applicant added that the door, although original, had not been well maintained previously and its repair was not feasible. Commissioner Turner inquired about the material of the original door, and the applicant replied that it was made from several layers of wood. Commissioner Reeds inquired about the hardware on the door, and the applicant confirmed that it was original and added that his contractor had indicated this hardware would be difficult to install on the new door. Commissioner Reeds inquired about the finish, and the applicant stated that the image of the hardware that was submitted reflected the preferred finish. Commissioner Sanders requested additional information about the original hardware, and the applicant explained that the door is not functional and a key was missing to one of the locks. Commissioner Grant inquired whether the replacement would be a door system, and the applicant answered affirmatively.

As there was no further discussion, Commissioner Grant made a motion to approve the application with the conditions that a pre-hung door be installed, that the case molding be reused or matched, and that the hardware have an aged bronze or oil rubbed bronze finish. The motion was seconded by Commissioner Reeds and was approved unanimously. The applicant inquired whether a frosted glass pane would be appropriate, and Commissioner Townsend stated that the pane should match the pane in the image of the approved door.

Guidelines cited: A.1.1, A.1.2, A.1.3, A.1.4, A.3.1, A A.3.5

Vote: 1837 E. 17th Pl. (Yorktown)

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Townsend			Bumgarner
2. Turner			Parker
3. McKee			Shears
4. Becker			
5. Grant			
6. Reeds			
7. Sanders			

2. **HP-0306-2021 / 1515 E. 20th St.** (Swan Lake)

Applicant: Emily Dupuy

Proposal:

1. Replacement of fixture

Staff presented its report, noting that the fixture was partially obscured by vegetation and that the owner's electrician had determined that the fixture could not be repaired. Mr. Griffith found the proposed fixture an appropriate selection. Commissioner Townsend inquired whether the proposed fixture matched the fixtures on either side of the front door, and staff stated that they were similar. Upon a request from Commissioner Grant, staff clarified the location of the proposed fixture near the center of the facade

of the residence. Commissioner Townsend indicated a need for photographs of the fixtures flanking the front door, and Commissioners Turner, Reeds, and Sanders expressed doubt that the present fixture could not be repaired and restored to its original appearance. Staff agreed to request additional documentation about the appearance of the two fixtures flanking the door and the reasons that the fixture could not be repaired.

As there was no further discussion, the commissioners agreed to defer action on this application until the next Regular Meeting of the Tulsa Preservation Commission. Commissioner Townsend requested that Staff encourage the applicant to bring the fixture to the next Regular Meeting.

C. Reports

1. Chair Report

Commissioner Townsend reported that a realtor had requested copies of the Unified Design Guidelines for his clients, and she suggested distributing copies of the Unified Design Guidelines to realtors as properties were listed for sale within Historic Preservation Overlay Districts. Commissioners then discussed the suggestion. Commissioner Grant expressed uncertainty about whether realtors would like to receive the Unified Design Guidelines, but Commissioner Reeds agreed with Commissioner Townsend's suggestion and noted research that supports the assumption that historic residences generally have higher-than-average values. Commissioner Sanders agreed with Commissioner Townsend's recommendation but noted the significant number of properties for sale within Historic Preservation Overlay Districts. In her response to Mr. Griffith's inquiry about the purpose of distributing Unified Design Guidelines to realtors, Commissioner Townsend stated that the intent would be to educate realtors and prospective buyers about the regulations within Historic Preservation Overlay Districts. Commissioner Grant recommended conducting outreach with the local real estate board, and Staff noted that they would deliver copies of the Unified Design Guidelines to the office of the Greater Tulsa Association of Realtors. Commissioner Turner suggested offering complimentary signs that owners could post next to "for sale" signs within historic districts. Commissioner Townsend inquired whether that would be allowed, and legal staff replied that the owners would need to provide permission for signs to be posted on their properties. Commissioner Sanders inquired whether the Unified Design Guidelines sufficiently outlined which projects require Historic Preservation Permits, and staff answered affirmatively, adding that realtors and prospective buyers call frequently to confirm whether properties for sale lie within Historic Preservation Overlay Districts. Commissioner Townsend suggested providing Neighborhood Representatives with copies of the Unified Design Guidelines to distribute to realtors and new neighbors, and staff agreed to do so. Commissioners Townsend, Sanders, and McKee requested extra copies of the Unified Design Guidelines to distribute as well.

2. Staff Report

Staff reported on the aftermath of a fire that impacted the residence at 1539 South Gillette Avenue and informed the commissioners that a proposal for its demolition would be submitted. Commissioner Townsend inquired in what instances the Tulsa Preservation Commission could approve the demolition of a residence, and Staff cited Guideline F.1.1, which states that demolition may be considered on a case-by-case basis if rehabilitation is not feasible. Commissioner Townsend inquired about the extent of the damage to the residence, and Staff replied that the inspector for the owners' insurer made the determination that the fire had severely damaged the roof and structural system. Commissioner Grant inquired about the cause of the fire, and

Staff replied that the Tulsa Fire Department had determined the cause of the fire to be accidental.

Staff reported on the proposal for replacement of the windows on the residence at 2211 East 20th Street. After consultation with a contractor, the owner will pursue the repair of the windows, rather than their replacement.

D. New Business
None

E. Announcements and Future Agenda Items
None

F. Public Comment
Justin L. Griffith commented that receiving a copy of the Unified Design Guidelines would have been helpful when he purchased his residence at 1837 East 17th Place.

G. Adjournment
Commissioner Townsend adjourned the Regular Meeting at 11:35 A.M.