



TULSA PRESERVATION COMMISSION

SPECIAL MEETING MINUTES
Tuesday, March 22, 2022, 4:30 P.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 Turner called the Special Meeting to order at 4:46 P.M.

Members Present

James E. Turner, AIA, Chair
Katelyn C. Parker, RA, Secretary
Chris J. Bumgarner
Royce Ellington
Mark D. G. Sanders
Mary Lee Townsend, Ph.D.

Members Absent

Holly Becker, Vice-Chair
Peter Grant, CGR, CAPS
Susan J. McKee, MFA
Ted A. Reeds II, AIA
Robert L. Shears, ASLA

Staff Present

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

Others Present

Kurt Barron, Matthew D. McAfee, Mariel Neth, Brandon Neth

2. Approval of Minutes – Regular Meeting, February 22, 2022

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

Vote: Minutes – Regular Meeting, February 22, 2022

In Favor

1. Turner
2. Parker
3. Ellington
4. Sanders
5. Townsend

Opposed

Abstaining

Bumgarner

Not Present

Becker
Grant
McKee
Reeds
Shears

3. Disclosure of Conflicts of Interest

None

B. Actionable Items

1. **HP-0341-2022 / 1701 S. Newport Ave.** (North Maple Ridge)

Historic Preservation Permit Subcommittee Review Date: February 15, 2022, March 15, 2022

Applicant: Barron and McClary General Contractors, Inc.

Proposals:

1. Removal of windows on porch
2. Replacement of floor on porch
3. Installation of windows on west facade
4. Installation of siding on west facade

Staff directed the commissioners' attention to Section 70.070-F of the Tulsa Zoning Code and afterwards presented its report, noting that several pieces of evidence were uncovered during a Site Visit which suggested that the porch had originally been open and was later enclosed. Staff added that the Historic Preservation Permit Subcommittee recommended approval of the application and proposed that the height of the sill on the west facade of the enclosure be retained. Commissioner Turner inquired whether the applicant had determined the original material of the floor, and Kurt Barron of Barron and McClary General Contractors replied that he believed that the original floor of the enclosed area had been wood and proposed wood floors for the area. Upon a request for clarification by Commissioner Sanders, Staff stated that in the current proposal the sill would be retained at its current height and the three windows would be installed on the west facade of the residence and centered in the opening. Commissioner Sanders requested Staff's opinion on the enclosure, and Staff replied that multiple signals led to the conclusion that the area had originally been a porch. Commissioner Sanders expressed concern, noting that the southwest corner of the enclosure would likely have been a column if a porch had previously been present. Commissioner Parker agreed but suggested that the enclosure could have been a sleeping porch and expressed acceptance of the proposal. Commissioner Sanders agreed that a sleeping porch may have originally been present and indicated approval of the proposal. Commissioner Parker predicted that additional evidence of the area's original construction could be uncovered once the project commences.

As there was no further discussion, Commissioner Parker made a motion to approve the application with the condition that the sill on the west facade remain at its current height. The motion was seconded by Commissioner Townsend and was approved unanimously.

Guidelines cited: A.1.1, A.1.2, A.1.3, A.1.4, A.6.1, A.6.2, A.6.3, A.6.4, E.1.1, E.1.2, E.1.3, E.1.4

Vote: 1701 S. Newport Ave. (North Maple Ridge)

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

2. Application – Funds for Certified Local Government Program – Fiscal Year 2022-23

Staff presented the draft of the application for the use of funds awarded to the City of Tulsa's Certified Local Government Program. Commissioner Turner inquired about the funds allocated for postage, and Staff replied that the funds would be used to relay an annual notice to owners of property within Historic Preservation Overlay Districts. Commissioner Parker inquired about the survey of the Maple Heights Addition, and Staff replied that its purpose would be the identification of additional Contributing Resources that had not been included in the nomination of the Maple Ridge Historic Residential District for the National Register of Historic Places. Upon inquiries by Commissioner Sanders, Staff clarified that the Unified Design Guidelines differentiate between Contributing and Noncontributing Resources but that all primary structures within Historic Preservation Overlay Districts enjoy protection. Commissioner Turner inquired whether the documentation would include a search for historic photographs of structures in the Maple Heights Addition, and Staff answered affirmatively. Commissioner Parker suggested revisions of the annual notice to owners of property within Historic Preservation Overlay Districts. Matthew D. McAfee, Neighborhood Representative for the Yorktown Neighborhood Association, recommended adding a reference to the Unified Design Guidelines to the annual notice and suggested that the funds set aside for the Wood Window Workshop could be used instead for outreach to a greater number of people. Staff replied that the workshop fee is much lower than it was previously and that attendees had found the workshop to be instructive and well worthwhile. Commissioner Parker agreed. Commissioner Townsend suggested contacting the *Tulsa World* to advertise the event.

C. Reports

1. Chair Report

None

2. Staff Report

Upon a request from Commissioner Sanders, Staff reported on Work initiated without an Historic Preservation Permit at 1517 South Owasso Avenue. The director of the City of Tulsa Development Services was alerted, and the owner received a Letter of Notification. Upon a request from Neighborhood Representative McAfee, Staff commented on the alteration of an Approved Proposal at 2329 East 17th Place. An inspector from the Working in Neighborhoods Department has been assigned to investigate. Upon a request from Neighborhood Representative McAfee, Staff reported on Work completed without an Historic Preservation Permit at 2326 East 17th Street. The Owner received a Letter of Notification with a deadline for response of Thursday, March 24.

D. New Business

None

- E. Announcements and Future Agenda Items
Staff suggested that the 2022 Regular Meeting Schedule be amended to adjust the venue for Regular Meetings in the South Conference Room due to conflicts with the schedule for the North Conference Room. Commissioner Turner announced that the Tulsa Foundation for Architecture would host several public events during the coming months.

- F. Public Comment
None

- G. Adjournment
Commissioner Turner adjourned the Special Meeting at 5:28 P.M.