



## TULSA PRESERVATION COMMISSION

### REGULAR MEETING MINUTES

Thursday, November 12, 2020, 11:00 A.M.  
City Hall @ One Technology Center, 175 East 2<sup>nd</sup> 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 11:04 A.M. As permitted by the temporary amendment of the Open Meeting Act, the Regular Meeting was conducted as a videoconference due to the concern about COVID-19.

##### **Members Present**

Mary Lee Townsend, Ph.D., Vice-Chair\*  
Joy Jones, Secretary\*  
Chris J. Bumgarner\*  
Susan J. McKee, MFA\*  
Katelyn C. Parker, RA\*  
Ted A. Reeds, II, AIA\*  
Mark D. G. Sanders\*  
Robert L. Shears, ASLA\*

##### **Members Absent**

Peter Grant, CGR, CAPS, Chair  
Holly Becker  
James E. Turner, AIA

##### **Staff Present**

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

##### **Others Present**

Ricky Powell\*, Tyler S. Suder\*, Matthew D. McAfee\*

\* Participation via Remote Access

\*\* Attendance in South Conference Room

##### 2. Approval of Minutes – Regular Meeting, October 27, 2020

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

**Vote:** Minutes – Regular Meeting, October 27, 2020

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

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

B. Actionable Items

1. **HP-0229-2020 / 1864 E. 16<sup>th</sup> St.** (Yorktown)  
Applicant: Ricky Powell  
Proposals:
  1. Installation of handrail on porch
  2. Replacement of driveway*Application to amend previous approval of an application by Tulsa Preservation Commission on April 28, 2020*

Staff was unable to present its report due to lack of connection with the microphone. Commissioner Townsend reported that the carpenter who constructed the steps had also constructed the rail and that the applicant had installed the driveway and noted that the applicant had submitted photographs and dimensions of similar driveways elsewhere in the Yorktown Historic District. Upon an inquiry from Commissioner Townsend, the applicant stated that an inspector from the City of Tulsa had confirmed a handrail would be required. As Staff was temporarily unable to access the Power-Point Presentation, the applicant described the proposed handrail, noting that it would have 2 x 2 balusters spaced four inches (0'-4") apart with 2 x 4 hand and base rails. According to the applicant, the rail would turn at a ninety-degree (90°) angle at the top of the steps and terminate in the column located at the northwest corner of the porch.

Commissioner Sanders suggested that the commissioners first discuss the driveway, so Commissioner Townsend directed discussion to Item 2: Replacement of the driveway. Commissioner McKee noted that most historic driveways in the neighborhood had strips at least two feet (2'-0") wide and medians approximately three feet (3'-0") wide and expressed concern that the strips would be too narrow to maneuver any vehicle. Commissioner Parker inquired whether the applicant would be willing to install two-foot (2'-0") wide strips, and the applicant noted that the driveway had already been replaced. Commissioner Sanders noted the variation in the dimensions of driveways throughout the neighborhood but inquired whether the applicant could add a six-inch (0'-6") wide strip of concrete to the inside of each strip of pavement. Commissioner Reeds stated that six-inch (0'-6") wide pieces of concrete would not be structurally sound and recommended that the applicant pour pea gravel between the strips. Commissioner Parker agreed with this recommendation. Commissioner Turner recalled that a condition of previously approved driveways was that one parking space be fully paved along the driveway, indicating a preference for this treatment of the driveway. Commissioner Townsend inquired whether the space

could be created with addition of concrete between the strips, and Commissioner Turner confirmed it could. Commissioner Sanders inquired about the number of vehicles that would be parked in the driveway, and the applicant replied that the lease allowed no more than two vehicles, noting that one vehicle would likely be parked in the street. Upon an inquiry from Commissioner Townsend, the applicant stated a preference to pave a parking pad near the residence. Commissioner Jones noted that a parking pad long enough for two vehicles would absorb most of the driveway and suggested filling in the entire median with concrete. Commissioner Turner clarified that his preference would be to pave only one space between fifteen feet (15'-0") and twenty feet (20'-0") in length at the southern end of the driveway. The applicant indicated that he would be willing to fill the entire median with concrete, and Commissioner McKee stated her preference for this option because 16<sup>th</sup> Street is a dead-end street with nowhere to turn around. Commissioner Reeds agreed, adding that the concrete could be poured with joints matching those present in the strips.

Staff gained access to the microphone and clarified the requirement of the Tulsa Zoning Code for all parking areas to be paved with an all-weather surface. Commissioner Townsend inquired whether a solid driveway paved with concrete would satisfy the requirement, and staff confirmed that it would. Commissioner Townsend again requested the applicant to indicate his preference, and the applicant replied that filling in the entire median with concrete would be preferred. Commissioner Shears agreed that filling in the entire driveway with concrete would be acceptable, but Commissioner Turner emphasized that his preference would be to maintain the strips of pavement and fill in only one parking space with concrete.

As there was no further discussion, Commissioner Reeds made a motion to approve Item 2: Replacement of the driveway with the conditions that the center of the driveway be filled with concrete, that joints be added to meet the joints on the strips, and that there be at least one additional joint between each section. The motion was seconded by Commissioner Bumgarner and was approved with a majority.

Guidelines cited: A.1.1, A.1.2, A.1.3, A.1.4, G.2.1, G.2.2, G.2.3

**Vote: 1864 E. 16<sup>th</sup> St. (Yorktown)**

Item 2: Replacement of driveway

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

Commissioner Townsend then introduced Item 1: Installation of a handrail on the porch, and Staff shared an image of the proposal provided by the applicant. The applicant again noted that the rail would terminate in the column located at the northwest corner of the porch. Commissioner Parker expressed approval of the proposal, and Commissioner Bumgarner agreed. Commissioner Reeds inquired whether vegetation would be planted along the front edge of the porch, and the applicant confirmed that shrubs had been planted in the raised flowerbed.

As there was no further discussion, Commissioner Parker made a motion to approve Item 1: Installation of a handrail on the porch as presented by the applicant in the elevation. The motion was seconded by Commissioner McKee and was approved unanimously.

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

**Vote:** 1864 E. 16<sup>th</sup> St. (Yorktown)

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

2. **HP-0228-2020 / 1628 S. Troost Ave.** (Swan Lake)

Applicant: Tyler S. Suder

Proposal:

1. Replacement of columns on porch
2. Replacement of rail on porch
3. Installation of shingles in gable of porch

Staff presented its report, noting that the applicant had provided dimensions and clarification on a number of elements, as requested by the Historic Preservation Permit Subcommittee. Staff shared images of examples of tapered columns, rails, and red cedar wooden shingles provided by the applicant. Commissioner Townsend reported that, although the Historic Preservation Permit Subcommittee had been unable to achieve quorum at its last Regular Meeting, previous discussions of this application mainly focused on the original columns on the residence, which they believed to be round. The applicant added that the expression of the beam in the gable was trim, rather than a structural element, and indicated a preference for the tapered Craftsman Style columns rather than the round Doric columns previously on the residence. The applicant noted that the height of the rail satisfied the requirement of the International Residential Code because the height of the floor on the porch was less than thirty inches (30"). Commissioner Turner found the expression of the trim to be too modest and recommended a height of at least one foot (1'-0", adding that the trim at the corners appeared too massive. Commissioner Turner then expressed approval of the shingles in the gable but disapproval of the proportion of the columns. Commissioner Parker explained that, although round columns would be an unusual feature of a Craftsman Style residence, the Unified Design Guidelines directed that architectural features be returned to their original appearance if possible. Commissioner Parker agreed that the beam should appear larger and requested additional dimensions for the rail. The applicant agreed to increase the height of the beam and stated his intention to match the dimensions of other rails in the neighborhood.

Commissioner Parker began a discussion of the columns, inquiring whether the applicant would be willing to install round columns matching those previously on the residence, but the applicant disagreed with the assumption that the original columns were round. Commissioner Sanders observed that, in the photograph from the survey in 1995, the columns appeared to be square. Commissioner McKee agreed, citing the square cap of the column, but Commissioner Parker noted that it is not unusual for round Doric columns to have square caps. The members of the Tulsa Preservation Commission then debated whether the columns in the photograph were square or round and whether they were original. Staff reminded the commissioners of Unified Design Guideline A.6.4 and directed discussion to the question of whether the proposed tapered columns would be appropriate for the architectural style of the residence. Commissioner Townsend indicated a preference to consider the applicant's proposal for tapered columns, since the shape and style of the original columns were unclear. Commissioners Shears and Parker both expressed opinions that the columns shown in the photograph were round and original, and Commissioner McKee expressed approval for both the applicant's proposal and the recommendation to install round Doric columns. Commissioner Sanders stated that, if the tapered columns were constructed, the base should be wider and shorter, and Commissioner Jones agreed. Commissioner Jones added that, although she suspected that the columns in the photograph were round and original, there was not enough evidence to know with certainty, and the applicant's preference for tapered columns should be considered. Commissioner Bumgarner agreed with the consensus that the columns shown in the photograph were likely original, regardless of their shape.

Commissioner Sanders requested the commission hear the applicant's opinion again, and Commissioner Townsend inquired whether the applicant preferred to return the columns to their original appearance or construct new tapered columns atop piers. The applicant indicated a preference for the tapered columns, noting that the style was more consistent with other residences on Troost Avenue.

Commissioner Shears requested information about the brackets under the eaves, and the applicant explained that they would remain intact. Upon inquiries from Commissioners Shears and Turner, the applicant then clarified that the triangle shown in the elevation at the top of the gable is a piece of trim located at the edge of the eave. Commissioner Turner expressed approval of the brackets, shingles, and increased width of the beam with one-inch (0'-1") trim at its top. Commissioner McKee stated that the rail should be present only between the columns and not extend past them. Commissioner Parker agreed with Commissioners Turner and McKee and suggested that the application be referred to the Historic Preservation Permit Subcommittee. Upon an inquiry from Commissioner McKee, the applicant stated that the cedar shingles would be stained.

Commissioner Townsend expressed the opinion that the application should be reviewed by the Historic Preservation Permit Subcommittee because of the many unresolved questions and suggestions. Staff noted that this delay would require the applicant to request an extension of the period of review, because the Tulsa Preservation Commission is required to act on a complete application within thirty (30) days of its submittal. After discussion regarding the period of review, the applicant agreed to extend the period of review and present revisions to the Historic Preservation Permit Subcommittee at its next Regular Meeting.

- C. Reports
  - 1. Chair Report

Commissioner Townsend reported that the Nominating Committee for election of officers for the 2021 Calendar Year had been formed. Commissioners Grant, Townsend, and Turner comprise the committee, which will present the slate of nominations at the first Regular Meeting in December.
  - 2. Staff Report

Staff reported that the temporary amendment to the Open Meeting Act will expire on November 15, 2020. The Historic Preservation Permit Subcommittee and the Tulsa Preservation Commission will conduct meetings in-person in their venues for the remainder of the year. Staff commented that the Oklahoma State Legislature could address amendment of the Open Meeting Act when it convenes in February.
  
- D. New Business

Yorktown Neighborhood Representative McAfee inquired whether neighborhood representatives could be counted to achieve quorum during Historic Preservation Permit Subcommittee meetings. Commissioner Townsend responded that this procedure would require an amendment to the Rules and Regulations of the Tulsa Preservation Commission, which could be discussed at the Tulsa Preservation Commission's annual retreat.
  
- E. Announcements and Future Agenda Items

None
  
- F. Public Comment

None
  
- G. Adjournment

Commissioner Townsend adjourned the Regular Meeting at 12:27 P.M.