



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Tuesday, October 24, 2017, 4:30 P.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

Chairman Craddock called the Regular Meeting to order at 4:30 P.M.

Members Present

Mike Craddock, Chair
Chris Bumgarner
Peter Grant
Susan McKee
Robert Shears
Mary Lee Townsend
Jim Turner

Members Absent

Ted Reeds, Vice-Chair
David Schoell, Secretary
Michael Birkes
David Pounds

Staff Present

Jed Porter, Addison Spradlin, Janine VanValkenburgh

Others Present

Greg and Lesli Augsburger, Brian Parker, Fr. Dewayne Messenger

2. Approval of Minutes from October 12, 2017

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

Vote: Meeting Minutes, October 12, 2017

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

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

B. Actionable Items

1. **HP-17-108 / 205 W. King St.** (Brady Heights)

Applicant: Fr. Dewayne Messenger

Request:

1. Installation of awning above entry to Event Center

Staff presented its report. The applicant was present and noted that the request for installation of the awning was prompted by the desire to protect the doorway, which was exposed to the weather. Commissioner Townsend observed that the awning was similar to the awning previously approved but differed in its shape.

As there was no further discussion, Commissioner Grant made a motion to approve the application. The motion was seconded by Commissioner Bumgarner and was approved unanimously.

Vote: 205 W. King St. (Brady Heights)

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

2. HP-17-109 / 1724 S. Detroit Ave. (N. Maple Ridge)

Applicants: Greg and Lesli Augsburger

Requests:

1. Replacement of storm door on first story with wooden screen door
2. Replacement of fiberglass front door on first story with wooden door
3. Replacement of storm door on second story with wooden screen door

Staff presented its report. The applicants were present and commented that the objective was the creation of a more historically appropriate appearance for their residence. Commissioner Grant inquired whether the installation of the front door involved installation of a door system and was informed that the door and trim would be installed as a unit. Commissioner Turner inquired whether the door would be returned to its original height and was assured that the original height would be restored. Commissioner Turner then inquired about the alignments of the kicks of the screen door and front door. The applicants could not confirm the alignments but indicated their readiness to do so.

As there was no further discussion, Commissioner Townsend made a motion to approve the application. The motion was seconded by Commissioner Bumgarner and approved unanimously.

Vote: 1724 S. Detroit Ave. (N. Maple Ridge)

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

3. Review and Approval of 2018 Regular Meeting Schedule of Tulsa Preservation Commission and Historic Preservation Permit Subcommittee

A draft of the 2018 Regular Meeting Schedule was circulated for review prior to the Regular Meeting. As there was no discussion, Commissioner McKee made a motion to approve the schedule as submitted. The motion was seconded by Commissioner Townsend and approved unanimously.

Vote: Review and Approval of 2018 Regular Meeting Schedule of Tulsa Preservation Commission and Historic Preservation Permit Subcommittee

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

C. Discussion of Denials of Applications and Enforcement of Compliance

During the previous Regular Meeting, several commissioners had requested a discussion of the denials of applications and efforts to encourage timely revisions of those applications to achieve compliance with the Unified Design Guidelines. Commissioner McKee expressed concern that conditions for approval were not fully addressed and that owners who had completed projects without an Historic Preservation Permit failed to revise applications which had not been approved and inquired whether new applications could be required within a particular number of days. Staff noted that an applicant whose application was not approved was informed of the right to appeal and reminded to revise the application. Commissioner McKee inquired about the course of action if no response was received and was informed that the applicant received a formal Letter of Notification of the violation with a request for a response within ten (10) days of receipt of the notification and that, if no response was received, a citation was issued by an inspector from the Working in Neighborhoods Department. Commissioner Townsend inquired whether a system to track violations had been established. Staff noted that a list of violations could be created and added that the present objective was engagement of owners as positively as possible. Commissioner Grant inquired whether the inspection for compliance with the Approved Proposal could precede the issuance of a Certificate of Occupancy. Ms. VanValkenburgh expressed concern about the level of attention to issues of importance to the Tulsa Preservation Commission during inspections by the staff of the Permit Center. Commissioner Grant inquired whether the staff of the Tulsa Preservation Commission could conduct an inspection before the issuance of the certificate. Ms. VanValkenburgh noted that issues about inspection could be addressed in a discussion with a broader scope with Mr. Edmiston and inquired whether staff had raised the issue about coordination of inspections with the staff of the Permit Center. Staff noted that with the implementation of **energov** coordination of inspections could be more easily addressed. Commissioner Bumgarner inquired

whether a lack of compliance discovered during an inspection could cloud the title to the property. Chairman Craddock observed that not every project required a Certificate of Occupancy and, therefore, some activity, such as installation of a door, would escape notice. Staff proposed that the Application Form contain an indication of the date for initiation of the project to aid the schedule for inspections. Commissioner Townsend inquired whether an inspection was actually required and was informed that apparently previously inspections were not conducted. Commissioner McKee noted that those who “flip” property would not necessarily inform the new owner about the violation. Ms. VanValkenburgh inquired whether the denial of the application could be attached to the title so the realtor was aware of the violation. Chairman Craddock commented on the challenge with enforcement, particularly with the reliance on liens, which would require multiple releases, and noted the lack of endorsement when a request for Historic Preservation Overlay Zoning to supersede other designations was presented for consideration by Tulsa City Council during the revision of the Zoning Code. Commissioner Turner inquired whether a tag similar to that used by inspectors for utilities could be displayed. Ms. VanValkenburgh inquired about present efforts at notification and was informed that the Tulsa County Assessor’s Data Sheet and the Disclosure Form used by realtors contained entries to identify property within an Historic Preservation Zoned District. Commissioner Bumgarner inquired whether an owner could be required to disclose any complaints or any violation outstanding against the property. Chairman Craddock responded that the Seller’s Disclosure Form was not a public record but noted that commissioners would be entitled to inquire whether a realtor had been involved in the transaction and whether a Disclosure Form had been reviewed and signed. As no other comments were immediately offered, discussion was concluded.

D. Reports

1. Chair Report

Chairman Craddock reported that two vacancies for officers would occur when Vice-Chairman Reeds became Chairman and when Commissioner Schoell completed his term as Secretary. A Nominating Committee will be formed and its report will be presented on December 14

2. Staff Report

Staff reported that the nomination of The Church Studio for the National Register of Historic Places had been approved by the State of Oklahoma Historic Preservation Review Board. Additional information about the nomination will be relayed as it becomes available.

E. New Business

None

F. Announcements and Future Agenda Items

Commissioner Turner announced that the Annual Statewide Preservation Conference would be held in Tulsa on June 6-8, 2018. Staff noted that funds for registration would be available.

G. Adjournment

Chairman Craddock adjourned the Regular Meeting at 5:19 P.M.