



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Thursday, December 14, 2017, 11:00 A.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

Acting as Chair, Vice-Chair Reeds called the Regular Meeting to order at 11:00 A.M.

Members Present

Ted Reeds, Vice-Chair
David Schoell, Secretary
Chris Bumgarner
Peter Grant
Susan McKee
David Pounds
Robert Shears
Mary Lee Townsend

Members Absent

Mike Craddock, Chair
Michael Birkes
Jim Turner

Staff Present

Jed Porter, Addison Spradlin, Bob Edmiston

Others Present

Adam and Amanda Cooper, Phil Marshall, Katelyn Parker

2. Approval of Minutes from November 28, 2017

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

Vote: Meeting Minutes, November 28, 2017

In Favor

Ted Reeds, Vice-Chair
David Schoell, Secretary
Chris Bumgarner
Peter Grant
Susan McKee
David Pounds
Robert Shears
Mary Lee Townsend

Opposed

Abstaining

Not Present

Mike Craddock, Chair
Michael Birkes
Jim Turner

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

B. Actionable Items

1. **HP-17-114 / 2330 E. 17th St.** (Yorktown)

Applicant: Philip E. Marshall

Requests:

1. Substitution of vinyl windows for wooden windows on north facade
2. Adjustment of number and size of windows in bedroom to comply with requirements for Emergency Escape and Rescue Openings

*Application to amend previous approval of an application
by Tulsa Preservation Commission on October 12, 2017*

Staff presented its report. The applicant was present and provided a summary of the requests. Commissioner Townsend requested clarification about the number and size of the muntins. Commissioner Reeds inquired whether another brand of window could be used, and Commissioner Schoell inquired whether another manufacturer could produce windows with 5/8" muntins. The applicant indicated his preference for this distributor. Commissioner Schoell proposed more depth for the muntins to create a profile more appropriate for the district and added that a 7/8" putty profile would be preferred. Commissioner Reeds noted that even a 3/8" profile would create a shadow but expressed no objection to the dimension proposed by Commissioner Schoell.

As there was no further discussion, Commissioner Schoell made a motion to approve the application with the conditions that the vinyl windows have exterior muntins with a putty profile with a depth of 3/8". The motion was seconded by Commissioner Grant and approved by majority.

Vote: 2330 E. 17th St. (Yorktown)

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

2. HP-17-116 / 1318 E. 18th St. (Swan Lake)

Applicants: Adam and Amanda Cooper

Request:

1. Relocation of garage to provide access from East 18th Street to Swan Lake Terrace

Application to amend previous approval of an application by Tulsa Preservation Commission on August 22, 2017

Staff presented its report. The applicants were present and commented that adjustment of the length of the driveway had been required during the review of their proposal by the staff of the Permit Center. Commissioner Grant noted that the orientation of the garage had not been altered. The applicants noted that no alteration of the elevations occurred with the relocation.

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

Vote: 1318 E. 18th St. (Swan Lake)

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

3. HP-17-110 / 1602 S. Trenton Ave. (Swan Lake)

Applicant: Shaun Schaefer

Request:

1. Replacement of front door with Craftsman-Style door

Staff presented its report. Commissioner Schoell commented that a lack of information previously had prevented a review and added that more information had been included with the revision of the application.

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

Vote: 1602 S. Trenton Ave. (Swan Lake)

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

4. HP-17-111 / 774 N. Denver Ave. (Brady Heights)

Applicant: Katelyn Parker

Request:

1. Removal of retaining wall and sidewalk

Staff presented its report. The applicant was present, commented that the wall was the City of Tulsa's property, and expressed her preference for the retention of a sidewalk. Apparently a proposal for a new sidewalk with a permeable surface had been submitted to the City of Tulsa, but the proposal was not approved. Commissioner Reeds inquired about the motive for the application, and the applicant responded that her preparation and submission of the application was prompted by her desire to advance the process. Commissioner Shears inquired about the trees on the site and was informed that they were Siberian Elm and Crab Apple.

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

Vote: 774 N. Denver Ave. (Brady Heights)

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

5. HP-17-112 / 902 N. Denver Ave. (Brady Heights)

Applicant: Katelyn Parker

Requests:

1. Removal of retaining wall and sidewalk
2. Replacement of roof and siding on garage
3. Construction of carport to be attached to garage

Staff presented its report. The applicant was present and commented that metal had been selected for the roof because of its slope and the wind and that board-and-batten siding had been selected as it was present elsewhere in the district. Commissioner Schoell inquired whether the garage had been almost entirely reconstructed and was informed that a new frame for the front of the garage was required due to damage by termites and that a new sheath and door had been installed as well. Commissioner Schoell then inquired about application of pattern or texture to the door, rather than the presentation of a flat surface, and recommended replication of the pattern on the gable. The applicant indicated her readiness to comply with the recommendation.

As there was no further discussion, Commissioner Schoell made a motion to approve the application with the condition that the size and placement of the board-and-batten pattern on the door match the pattern on the gable. The motion was seconded by Commissioner Reeds and approved unanimously.

Vote: 902 N. Denver Ave. (Brady Heights)

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

6. HP-17-115 / 1913 E. 17th Pl. (Yorktown)

Applicant: Kevin J. Levesque

Request:

1. Replacement of 8x8 cedar columns on porch

Staff presented its report, noting the applicant's request for guidance and readiness to comply with recommendations and expressing his preference for single columns, rather than the pairs of columns previously installed on the porch. Commissioner Reeds expressed his opinion that single columns would be acceptable. Commissioner Grant indicated that the columns on the porches of the residences at 1917 and 1921 East 17th Place could serve as models, Commissioner Townsend commented that more information, including a drawing, was required, and Commissioner McKee added that the proposal should be specific about dimensions.

As there was no further discussion, Commissioner McKee made a motion to refer the application to the Historic Preservation Permit Subcommittee for review during its Regular Meeting on January 4. The motion was seconded by Commissioner Reeds and approved by majority.

Vote: 1913 E. 17th Pl. (Yorktown)

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

7. Review of and Response to Request for Permission from Owen Park Neighborhood Association to Reproduce Copies of Booklet—*Tulsa’s Historic Neighborhood Series: Owen Park*

Staff presented the request to produce copies of the booklet available on the website of the Tulsa Preservation Commission. After a discussion about the conditions for approval, Commissioner McKee made a motion to approve the request with the conditions that the copies only be issued as complete documents, that neither the text nor the illustrations be modified, and that the copies be distributed to residents of the neighborhood with the avoidance of any commercial use. The Tulsa Preservation Commission reserves the right to revoke the permission should any of the terms of conditions be violated. The motion was seconded by Commissioner Pounds and approved unanimously. Staff was directed to notify the president of the Owen Park Neighborhood Association of the approval of the request and the conditions.

Vote: Request for Permission from Owen Park Neighborhood Association to Reproduce Copies of Booklet—*Tulsa’s Historic Neighborhood Series: Owen Park*

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

8. Nomination and Election of Officers

Commissioner Reeds presented the report of the Nominating Committee: Commissioner Schoell has been nominated to serve as Vice-Chair, and Commissioner Grant has been nominated to serve as Secretary. After presentation of the report, Commissioner Reeds invited nominations from the floor. As there were no other nominations, Commissioner Townsend made a motion to approve the nominations. The motion was seconded by Commissioner Shears and was approved unanimously.

Vote: Election of Officers

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

C. Discussion of Procedure for Demolition in City of Tulsa and Other Issues Related to Historic Preservation with Councilor Ewing

As Councilor Ewing was unable to attend, no discussion occurred. Staff was directed to invite Councilor Ewing to a forthcoming Regular Meeting of the Tulsa Preservation Commission.

D. Reports

1. Chair Report

None

2. Staff Report

Staff reported on the response to activity without an Historic Preservation Permit and noted that the Owner had been provided with an Application Form. A brief report on work in progress was presented as well.

E. New Business

None

F. Announcements and Future Agenda Items

None

G. Adjournment

Acting as Chair, Vice-Chair Reeds adjourned the Regular Meeting at 12:25 P.M.