A. Opening Matters
   1. Call to Order and Verification of Quorum
      Commissioner Schoell called the Regular Meeting to order at 4:30 P.M.

      **Members Present**
      David W. Schoell, P.E., Chair
      Peter Grant, CGR, CAPS, Vice-Chair
      Chris J. Bumgarner
      Susan J. McKee, MFA
      Katelyn C. Parker, RA
      Ted A. Reeds, II, AIA
      James E. Turner, AIA

      **Members Absent**
      Joy Jones, Secretary
      Holly Becker
      Robert L. Shears, ASLA
      Mary Lee Townsend, Ph.D.

      **Staff Present**
      Roy M. (Jed) Porter, Jr., Audrey Blank, Felicity O. Good

      **Others Present**
      Greg C. Clack
      Carolyn L. Clack

   2. Approval of Minutes – Regular Meeting, September 12, 2019
      Commissioner Reeds made a motion to approve the Minutes. The motion was seconded by Commissioner McKee and was approved unanimously.

      **Vote:** Minutes – Regular Meeting, September 12, 2019

      | In Favor | Opposed | Abstaining | Not Present |
      |---------|---------|------------|-------------|
      | Schoell |         |            | Jones       |
      | Grant   |         |            | Becker      |
      | Bumgarner |       |            | Shears      |
      | McKee   |         |            | Townsend    |
      | Parker  |         |            |             |
      | Reeds   |         |            |             |
      | Turner  |         |            |             |
3. Disclosure of Conflicts of Interest  
No Conflicts of Interest were disclosed.

B. Actionable Items  
1. HP-0128-2019 / 1420 E. 20th St. (Swan Lake)  
   Applicants: Greg C. and Carolyn L. Clack  
   Proposal:  
   1. Replacement of doors on garage

   Staff presented its report, noting that the proposal was subject to review because the garage was attached to the residence. Staff reported that each proposed metal door had a row of eight (8) windows above an array of twenty-four (24) panels, while each existing wooden door had a row of six (6) windows above an array of eighteen (18) panels. According to staff, the Scope of Work was so modest that the proposal had been forwarded directly to the Tulsa Preservation Commission without review by the Historic Preservation Permit Subcommittee. The applicants added that the existing doors suffered from wood rot, so they wished to replace the doors with modern materials. Upon an inquiry by the commission, the applicants confirmed that the proposed doors would have the same panel arrangement as the existing doors but with eight (8) sets of windows and panels rather than six (6). Commissioner Turner then turned discussion to the division in the center between each set of four windows and panels. According to the applicants, the center line on each garage door would be slightly wider than the other divisions but was not intended to give the appearance of two (2) separate doors. Upon an inquiry from Commissioner Grant, the applicants confirmed the doors would not have any hardware.

   As there was no further discussion, Commissioner Grant made a motion to approve the application. The motion was seconded by Commissioner Reeds and approved by majority. Guidelines cited: A.1.1, A.1.2, A.1.3, A.1.4, B.6.3

   **Vote:** 1420 E. 20th St. (Swan Lake)

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2. HP-0127-2019 / 1720 S. Newport Ave. (North Maple Ridge)  
   Applicant: Phillip Doyle  
   Proposal:  
   1. Construction of walkway  
   2. Construction of bulkheads  
   3. Construction of steps  
   4. Construction of wing walls
Staff presented its report, noting the proposal was meant to provide access to the residence from the public sidewalk. According to the applicant, the objective was the match of the elements, such as bulkheads and wing walls, on two (2) adjacent residences. Staff reported that the Scope of Work was so modest that, at the applicant’s request, the proposal had been forwarded directly to the Tulsa Preservation Commission without review by the Historic Preservation Permit Subcommittee. The applicant was not present to provide comment. Upon an inquiry from Commissioner Grant, staff relayed that there was probably an entry from the driveway to the porch. Commissioner Turner noted that the wing walls were designated as optional on the Site Plan, and staff confirmed that the applicant had not yet decided whether they wished to construct wing walls but was aware that a change in the proposal would require additional review by the Tulsa Preservation Commission.

As there was no further discussion, Commissioner Turner made a motion to approve the application as presented with brick wing walls. The motion was seconded by Commissioner Reeds and approved unanimously. Guidelines cited: A.1.3, A.1.4, A.6.1, A.6.2, A.6.5, E.1.1, E.1.2, E.1.3, E.1.2, G.2.2, G.2.3

**Vote:** 1720 S. Newport Ave. (North Maple Ridge)

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C. Reports
1. Chair Report
   None

2. Staff Report
   Staff reported that the review of the appeal of the denial of the application for Historic Preservation Permit Number HP-0116-2019 had been postponed until the Regular Meeting of the City of Tulsa Board of Adjustment on October 22. Commissioner Bumgarner commented that an acceptance of the appeal could undermine future decisions made by the Tulsa Preservation Commission and inspire other homeowners in historic neighborhoods to complete Work without an Historic Preservation Permit. Had the Tulsa Preservation Commission been given the opportunity to review the proposal prior to Work being done, he contended, the applicant would have been given options for the treatment of the terra cotta roof. Commissioner Bumgarner stated that the Tulsa Preservation Commission plays an important role in safeguarding the North Maple Ridge Historic District and requested that other members of the Tulsa Preservation Commission attend the review and be prepared to present any alternative solutions and a recommendation for resolution moving forward. Upon an
inquiry by the commission, Legal Staff commented that the Board could uphold the
decision of the Tulsa Preservation Commission, reverse the decision, or modify the
decision in some way. Legal Staff stated that, with this type of appeal, it would be
assumed that the decision of the official was correct, and the Board would have to
find that an error had been made to reverse the decision. Commissioner Grant
commented that maintenance for a terra cotta roof should be conducted almost
entirely underneath the tile, replacing pieces only as needed. Commissioners Reeds
and Schoell noted that other tile roofs in the district had been repaired and replaced in
kind, using as many original tiles as possible. Upon further inquiry, Legal Staff stated
that the Tulsa Preservation Commission could communicate with the Board of Adjust-
ment by submitting a statement to its clerk. Upon the request for the State Historic
Preservation Office's comments, staff reminded the commission that the National
Register Coordinator had previously stated that the replacement of the tiles with
shingles, while unfortunate, was not so significant an alteration as to jeopardize the
residence's status as a Contributing Resource to the district on the National Register
of Historic Places. Staff offered to pursue this inquiry with the National Register
Coordinator but noted that the comment was one interpretation and that the authority
to protect the character of the district lies with the Tulsa Preservation Commission.
Staff noted that the tile roof was cited as a feature in the residence's description as a
Contributing Resource in the nomination. Upon an inquiry, staff stated that if the
Board of Adjustment affirmed the decision, the commission could choose to direct
staff to contact the Working in Neighborhoods Department and request the issuance
of a citation. Staff commented that a statement had been submitted to the Board of
Adjustment explaining the Tulsa Preservation Commission's rationale in its decision,
indicating that replacement of tiles with shingles failed to comply with the Unified
Design Guidelines and that the alteration was out of character with the residence and
the district. Commissioners Schoell and Turner both commented that a proactive
effort to share the process and rationale with the Board of Adjustment prior to the
review would be important.

D. New Business
   None

E. Announcements and Future Agenda Items
   None

F. Public Comment
   None

G. Adjournment
   Commissioner Schoell adjourned the Regular Meeting at 5:10 P.M.