



REGULAR MEETING MINUTES OF THE **TULSA PRESERVATION COMMISSION (TPC)**

Thursday, February 10, 2005- 11:00 A.M.
111 South Greenwood, 2nd Floor - Conference Room A&B

Chair Townsend called the regular meeting to order at 11:05 a.m., and Mrs. Warrior announced the Roll Call.

I. ROLL CALL

Members Present:

Chair, Mary Lee Townsend, Prof. Historian;
Acting, V-Chairman James Turner;
Elizabeth deVerges, Professional Banker;
Herb Fritz, Professional Architect;
Jack Hodgson, Professional Realtor;
Susie Woody, Owner, Non-Resident;
Charles Gilmore, Professional Developer; &
David Breed, Community Group Resident.

Members Absent:

Rex Ball, Community Group Resident;
Michael B. Birkes, Arts Commissioner;
Secretary, Stacey Bayles – Planning Comm.;

Others Present:

Kent Schell, David Simmons, Fannie Warrior, Brian Barnes, Mark Radzinski, Cloyd Cravens, Charles Norman, June DeCamp, Susette Scheer, Adam Kupetsky, Peter Doer, Cheral Crossland, Susan McKee, Scott Johnson, Dow Crandall, Bleebro Cox, Will Wilkins, Michelle Cantrell, Lisa Jantz, Beth Clary, and Chip Atkins.

II. APPROVAL OF REGULAR MEETING MINUTES of January 13, 2005

Ms. Woody made a motion to approve the Regular Meeting Minutes of January 13, 2005 as presented.

Roll Call Vote to Approve Regular Meeting Minutes of January 13, 2005 as presented:

Chair Townsend – Aye;
Acting V-Chairman Turner – Aye;
Elizabeth deVerges – Aye;
Herb Fritz – Aye;
Charles Gilmore – Aye;
Jack Hodgson – Aye;
David Breed – Aye; &
Susie Woody – Aye. The motion was **Approved Unanimously.**

III. UNFINISHED BUSINESS

A. Conflict of Interest

Chair Townsend asked the commission if anyone had a “Conflict of Interest” with any of the three (3) Certificates of Appropriateness (COA) Request that were brought before the board for review. Members were instructed to “Abstain” from voting if that were the case.

Acting V-Chairman Turner stated that he will abstain from voting on agenda item #2 of the Certificates of Appropriateness Request due to him being the applicant.

III. UNFINISHED BUSINESS

A. Report and Recommendation on the Proposed Zoning Map Amendment of the Yorktown HP Zoned District

Mr. Gilmore, Chairman of the Historic Preservation Zoning Committee stated that he and other members of the committee had met on several occasions to formulate an opinion and recommendation to the Tulsa Preservation Commission on a proposal that had been brought before them. The committee reviewed the written proposal requesting to amend the Yorktown Zoning Map by removing three (3) lots from the Yorktown HP Zoned District.

Mr. Gilmore verbally read the opinion and recommendation of the Tulsa Preservation Commission. He stated that the proposed Zoning Map Amendment which would remove three lots from the Yorktown “HP” Supplemental Zoning District is not consistent with the criteria in Chapter 10A of the City of Tulsa’s Zoning Ordinance. Mr. Gilmore announced that it is the opinion and formal recommendation of the Historic Preservation Committee to the Tulsa Preservation Commission that this request should be denied.

Mr. Gilmore made a motion to support the recommendation of the Historic Preservation Committee’s decision to the Tulsa Preservation Commission to **deny** the Proposed Zoning Map Amendment of the Yorktown HP Zoned District to remove three (3) lots from the Yorktown “HP” Supplemental Zoning District. Ms. deVerges seconded.

Before the vote took place, Mr. Norman stated that he believed the wording on page 3 of the recommendation is inappropriate and inaccurate; and that the language should be changed.

The commission discussed this matter and changed the wording on page 3 of the recommendation.

Mr. Gilmore made another motion to support the recommendation of the Historic Preservation Committee's decision to the Tulsa Preservation Commission with the amendment to **deny** the Proposed Zoning Map Amendment of the Yorktown HP Zoned District to remove three (3) lots from the Yorktown "HP" Supplemental Zoning District. Ms. deVerges seconded the motion again by accepting the amendment.

Roll Call Vote to Deny Yorktown Proposed Zoning Map Amendment Request:

Chair Townsend – Aye;
Acting V-Chairman Turner – Aye;
Elizabeth deVerges – Aye;
Herb Fritz – Aye;
Charles Gilmore – Aye;
Jack Hodgson – Aye;
David Breed – Aye; &
Susie Woody – Aye. The motion was **Approved Unanimously to Deny.**

B. Certificates of Appropriateness Request

- 1) **1701 S. Rockford Ave., Tulsa, OK 74120 (Swan Lake)**
Request: Propose to install (15 lite) double French doors on the East façade; & construct a 48 square foot addition on the South façade with trim, soffit and wall materials to match existing.
COA Subcommittee Complete Application Date: January 25, 2005
BETH & BILL CLARY -APPROVED

Mr. Simmons presented the Clary's Certificate of Appropriateness application to the commission. Photographs and drawings were available for review and a slide presentation was shown.

Mr. Simmons stated that Beth & Bill Clary plan to install (15 lite) double French doors on the East façade of their 1925 Colonial Revival home and construct a 48 square foot addition on the South façade with trim, soffit and wall materials to match the existing.

Acting Chairman Turner (of the COA Subcommittee) stated that the COA Subcommittee recommended by a unanimous vote at the January 25, 2005 meeting to approve this application. The Subcommittee's decision was based on the appropriate design guidelines for Additions in the Swan Lake Historic District.

After careful consideration of the information and materials presented to the commission to make a final determination, Acting V-Chairman Turner (of the TPC) made a motion to support the COA Subcommittee's recommendation to **APPROVE Beth & Bill Clary's application.** Ms. Woody seconded.

Roll Call Vote to Approve the Clary's application:

Chair Townsend – Aye;

Acting V-Chairman Turner – Aye;

Elizabeth deVerges – Aye;

Herb Fritz – Aye;

Charles Gilmore – Aye;

Jack Hodgson – Aye;

David Breed – Aye; &

Susie Woody – Aye. The motion was **Approved Unanimously.**

The Tulsa Preservation Commission "Approved the Clary's proposal" based on Section VIII B, General Requirements, B.1.0.1, B.1.0.2, B.1.0.3 & B.1.05; and from Building Materials and Elements, B.1.2.1 & B.1.2.2 from Guidelines for Additions to Existing Structures for the Swan Lake Historic District.

- 2) **1719 S. Rockford Ave., Tulsa, OK 74120 (Swan Lake)**
Request: Propose to add an 830 square foot addition to the rear of the structure.
COA Subcommittee Complete Application Date: January 25, 2005
JIM TURNER - APPROVED

Mr. Simmons presented Mr. Turner's Certificate of Appropriateness application to the commission. Photographs and drawings were available for review and a slide presentation was shown.

Mr. Simmons stated that Mr. Turner plans to add an 830 square foot addition to the rear façade of his 1996 Colonial Revival home.

Acting Chairman Turner (of the COA Subcommittee) stated that the COA Subcommittee recommended by a majority vote at the January 25, 2005 meeting to approve this application. The Subcommittee's decision was based on the appropriate design guidelines for Additions in the Swan Lake Historic District.

After careful consideration of the information and materials presented to the commission to make a final determination, Mr. Hodgson made a motion to support the COA Subcommittee's recommendation to **APPROVE Mr. Turner's application**. Ms. Woody seconded.

Roll Call Vote to Approve Mr. Turner's application:

Chair Townsend – Aye;

Acting V-Chairman Turner – Abstain;

Elizabeth deVerges – Aye;

Herb Fritz – Aye;

Charles Gilmore – Aye;

Jack Hodgson – Aye;

David Breed – Aye; &

Susie Woody – Aye. The motion was **Approved by Majority**.

The Tulsa Preservation Commission "Approved Mr. Turner's proposal" based on Section VIII B, General Requirements, B.1.0.1, B.1.0.2, B.1.0.3 & B.1.05; and from Building Materials and Elements, B.1.2.1 & B.1.2.2 from Guidelines for Additions to Existing Structures for the Swan Lake Historic District.

- 3) **619 N. Cheyenne Ave., Tulsa, OK 74106 (Brady Heights)**
Request: Propose New Construction of a single family dwelling of 1,780 square feet.
COA Subcommittee Complete Application Date: January 25, 2005
WILL WILKINS -APPROVED

Mr. Simmons presented Mr. Wilkins' Certificate of Appropriateness application to the commission. Photographs and drawings were available for review and a slide presentation was shown.

Mr. Simmons stated that Mr. Wilkins plans to construct a new single family dwelling that consists of 1,780 square feet at the property of 619 N. Cheyenne Avenue in the Brady Heights District.

Acting Chairman Turner (of the COA Subcommittee) stated that the COA Subcommittee recommended by a majority vote at the January 25, 2005 meeting to approve this application. The Subcommittee's decision was based on the appropriate design guidelines for New Construction in the Brady Heights Historic District.

After careful consideration of the information and materials presented to the commission to make a final determination, Acting V-Chairman Turner made a motion to support the COA Subcommittee's recommendation to **APPROVE Mr. Wilkins' application**. Mr. Hodgson seconded.

Roll Call Vote to Approve Mr. Wilkins' application:

Chair Townsend – Aye;
Acting V-Chairman Turner – Abstain;
Elizabeth deVerges – Aye;
Herb Fritz – Nay;
Charles Gilmore – Aye;
Jack Hodgson – Aye;
David Breed – Aye; &
Susie Woody – Aye. The motion was **Approved by Majority**.

The Tulsa Preservation Commission “Approved Mr. Wilkins' proposal” based on Guidelines for New Construction or Moving Structures into the Brady Heights Historic District.

Chair Townsend announced that agenda item III. D., under Unfinished Business on the design amendment for the Tulsa Fire Alarm Building will be postponed to next month's meeting agenda.

D. Consider minor amendment to the design for the Tulsa Fire Alarm Building for the American Lung Association in compliance with the Deed of Architectural Façade Easement

E. Nominate and Elect New Officers for Year 2005

Mr. Gilmore made a motion to nominate and elect:

- **James Turner as Vice Chair; &**
- **David Breed as Secretary.**

Mr. Fritz seconded.

Roll Call Vote to nominate and elect New Officers for Year 2005 as indicated above:

Chair Townsend – Aye;

Acting V-Chairman Turner – Aye;

Elizabeth deVerges – Aye;

Herb Fritz – Aye;

Charles Gilmore – Aye;

Jack Hodgson – Aye;

David Breed – Aye; &

Susie Woody – Aye. The motion was **Approved Unanimously.**

According to the Revised Rules & Regulations Governing Procedure of the Tulsa Preservation Commission that was adopted on November 14, 2002, Article IV – Officers, Section I., says that: At the end of the Vice-Chairperson's term, the Vice-Chairperson shall automatically succeed the Chairperson for the forthcoming year to the Tulsa Preservation Commission.

Mary Lee Townsend served as Vice-Chair to the Tulsa Preservation Commission in Year 2004; therefore Ms. Townsend shall automatically succeed the Chair in Year 2005 to the Tulsa Preservation Commission.

F. Excused Absence Request

- **Rex Ball – Job Conflict (January 13, 2005 Meeting);**
- **Herb Fritz – Job Conflict (January 13, 2005 Meeting);**
- **Stacey Bayles – Job Conflict (February 10, 2005 Meeting);**
- **Michael Birkes – Job Conflict (February 10, 2005 Meeting); &**
- **Rex Ball – Job Conflict (February 10, 2005 Meeting).**

Mr. Hodgson made a motion to excuse all members indicated above from the January 13, 2005 and February 10, 2005 Regular Meetings due to job conflicts. Mr. Fritz seconded.

Roll Call Vote to Excuse members as indicated above from the 01-13-2005 & 02-10-2005 Regular Meetings:

Chair Townsend – Aye;

V-Chairman Turner – Aye;

Elizabeth deVerges – Aye;

Herb Fritz – Aye;

Charles Gilmore – Aye;

Jack Hodgson – Aye;

David Breed – Abstain; &

Susie Woody – Aye. The motion was **Approved by Majority.**

TPC Meeting of February 10, 2005:

G. Committee Reports

Chair Townsend appointed the following members of Tulsa Preservation Commission to their Committee/Subcommittee Responsibilities for Calendar Year 2005:

- COA Sub-Committee :
James Turner, Chairperson

Members: TPC Professional Members

- Important/Endangered Resources Sub-Committee:
David Breed, Chairperson
- Historic Preservation Zoning Sub-Committee:
Charles Gilmore, Chairperson
Member(s): Stacey Bayles
- Historic Preservation Incentive Subcommittee:
Stacey Bayles
- HP Education Sub-Committee:
-NA-
- National Register Sub-Committee:
Michael Birkes, Chairperson
- Neighborhood History Sub-Committee:
Herb Fritz, Chairperson
- Conservation District Sub-Committee:
Stacey Bayles, Chairperson
- Rules & Regulations Sub-Committee:
Charles Gilmore, Chairperson
- Awards & Recognition Sub-Committee: &
Rex Ball, Chairperson
- Community Outreach Sub-Committee:
Rex Ball, Chairperson

IV. NEW BUSINESS

Mr. Breed stated that the Historic Preservation Summit Committee met with downtown property managers getting their input on preserving downtown buildings.

V. COMMUNICATIONS

Chair Townsend stated that a hearing is scheduled of the Charles E. Norman/15th & Utica, LLC Proposal of PUD-708A (Planned Unit Development) on February 16, 2005 at 1:30 p.m., for review by the Tulsa Metropolitan Area Planning Commission (TMAPC). She asked the members to try to make every effort to attend the hearing, if possible.

Mr. Turner stated that Mr. Radzinski, Neighborhood Representative for the Yorktown District has written two (2) letters opposing to the Charles E. Norman/15th & Utica LLC proposal of PUD-708A. Copies of Mr. Radzinski's letters were distributed.

VI. ADJOURNMENT

V-Chairman Turner made a motion to adjourn. Mr. Hodgson seconded.

Roll Call Vote to Adjourn:

Chair Townsend – Aye;

V-Chairman Turner – Aye;

Elizabeth deVerges – Aye;

Herb Fritz – Aye;

Charles Gilmore – Aye;

Jack Hodgson – Aye;

David Breed – Aye; &

Susie Woody – Aye. The motion was **Approved Unanimously.**

There being no other business, this meeting was adjourned at 2:04 p.m.

The Tulsa Preservation Commission Regular Meeting Minutes of February 10, 2005 were transcribed by Fannie Warrior.

K:/Planning/Fannie Warrior/MINS 02 10 2005R TPC

Minutes Approved by UDD Staff on 03 09 2005

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