



**REGULAR MEETING MINUTES
OF THE
TULSA PRESERVATION COMMISSION**

**Thursday, July 9, 2009, 11:00 a.m.
175 E. 2nd Street, 10th Floor North Conference Room
Tulsa, OK 74103**

- 1. Roll Call** – Chairperson Smallwood called the Regular Meeting to order at 11:10 a.m.

Members Present:

Chair, Barbara Smallwood;
Vice-Chairman Bob Sober, Arts Commissioner;
Secretary, Paula Wood, Professional Tulsa Public Schools Rep.;
Charles Gilmore, Professional Developer;
Mary Lee Townsend, Professional Historian;
Matt King, Professional Architect;
Breniss O'Neal; Community Group Resident;
Robert Shears, Professional Landscape Architect;
Kristen Bergman, Building Owner, Non-Residential;
Anne Pollard, Community Group Resident; &
Pamela Curtis, Community Group Resident;

Members Absent:

Elizabeth A. Wright, Planning Commissioner;
Jack Hodgson, Professional Real Estate Broker;
Bob Winchester, Professional Banker; &
Jim Turner, Community Group Resident;

Others Present:

Patrick Boulden, Fannie Warrior, Amanda DeCort, Christy Fournet & Ryan Smith.

**2. Approval of Minutes of Previous Meeting of Regular Meeting Minutes for June 11, 2009;
ACTION: VOTE NEEDED**

Chair Smallwood asked if anyone would like to make a motion to approve the Regular Meeting Minutes for June 11, 2009.

Commissioner Townsend made a motion to *Approve* the Regular Meeting Minutes for June 11, 2009 as presented. Commissioner King seconded.

Chair Smallwood asked for roll call to be announced.

By a show of hands, all "In Favor" of the motion to Approve the June 9, 2009 Regular Meeting Minutes:

- (1) Chair Smallwood;
- (2) Vice-Chair Sober;
- (3) Secretary Wood;
- (4) Breniss O'Neal;
- (5) Charles Gilmore;
- (6) Mary Lee Townsend;
- (7) Matt King;
- (8) Robert Shears; &
- (9) Pamela Curtis;

All Opposed:

None.

All Abstaining:

None.

All not present during this vote:

- (10) Anne Pollard;
- (11) Kristen Bergman;

The motion was **Approved Unanimously** by members present and voting.

3. A. Historic Preservation Committee

i. Announcement of Conflict of Interest

Chair Smallwood asked the Commission if anyone had a conflict of interest with the Certificate of Appropriateness (COA) request that have been brought before the Commission today. No one responded to having a conflict of interest with the proposal.

ii. Applications for Certificate of Appropriateness

Chair Smallwood briefly informed the COA applicants of how their proposals would be reviewed by the Tulsa Preservation Commission for a final determination.

1. 1701 S. Newport Avenue (North Maple Ridge)

Applicant: Bill & Christy Fournet

Request: Addition to back of house according to plans submitted.

COA Subcommittee Complete Application Date: 07-07-09

APPROVAL WITH NO CONDITIONS

Ms. DeCort presented Bill and Christy Fournet's Certificate of Appropriateness application to the Commission for a final review. Ms. DeCort stated that the Fournets plan to add an addition to the back of the house according to the plans that they have submitted.

Photographs and drawings were available for review and a slide presentation was shown of the structure in the North Maple Ridge Historic District.

Ms. DeCort verbally read the guidelines on the Fournet's proposal under *Additions* in the district.

Chair Smallwood asked Mrs. Fournet if she had any information to add to Ms. DeCort's presentation; and Ms. Fournet responded by stating that basically the existing flat roofs that the Commission reviewed in the prior pictures were additions that were added in the 1950's and 60's. She continued by stating that they're trying to have the pitch roof tied into the flat roofs.

The Commission complimented Ms. Fournet on the new addition by stating that the project was very nice; and that it was going to be a wonderful addition to the neighborhood.

Chair Smallwood asked Vice-Chair Sober to please give his report of the recommendation from the COA Subcommittee on the Fournet's application.

Vice-Chair Sober stated that the COA Subcommittee considered the Fournet's application to be complete at the July 7, 2009 meeting. He stated that the COA Subcommittee recommended by a unanimous vote to *Approve* the Fournet's proposal for *Additions* based on the appropriate design guidelines; and that he would like to make a motion to approve the Fournet's application with no conditions.

The motion was seconded by Commissioner O'Neal.

After further review of the application, Chair Smallwood asked for roll call to be announced.

By a show of hands, all "In Favor" of the motion to Approve Bill & Christy Fournet's Application without conditions:

- (1) Chair Smallwood;
- (2) Vice-Chair Sober;
- (3) Secretary Wood;
- (4) Breniss O'Neal;
- (5) Charles Gilmore;
- (6) Mary Lee Townsend;
- (7) Matt King;
- (8) Robert Shears; &
- (9) Pamela Curtis;
- (10) Anne Pollard;
- (11) Kristen Bergman;

All Opposed:

None.

All Abstaining:

None.

All not present during this vote:

The motion was ***Approved Unanimously*** by members present and voting.

The Tulsa Preservation Commission Approved Bill & Christy Fournet's proposal based on guidelines under Section VIII B General Requirements, B.1.01, B.1.0.2 & B.1.0.3; Building Materials, B.1.2.1 & B.1.2.2; Roofs, B.1.3.2 & under Porches, B1.4.1 for Additions to Existing Structures for the North Maple Ridge Historic District.

B. Rules & Regulations Committee

Rules & Regulations Committee Chairman Charles Gilmore had no report.

C. Outreach Committee

Outreach Committee Chairperson Kristen Bergman reported that the committee has moved the Outreach Committee meeting day to every 3rd Thursday of the month instead of every 3rd Friday at Elote, 5th & Boston at 11:30 a.m. She and other members of the committee believe that they will get a better attendance response having the meetings on Thursdays.

Chairperson Bergman stated that the committee met on the 26th of last month. She stated that they talked about providing a 3-hour Continue Education Credit Course that will mainly focus on targeting Realtors. Chairperson Bergman stated that they are going to create more of a robust website for Realtors providing them with maps and information about the 1,500 properties that are HP zoned; and it will show them where the 14 national registered districts are. She added that they were in the process of working on this type of system created for Realtors to have access to in a more preservation perspective.

4. Request by Wiggin Properties for a letter of endorsement

Ms. DeCort stated that Wiggin Properties has requested a letter of endorsement from the Commission about the type of windows it would like to install on Tulsa's Downtown Mayo Building. She stated that Wiggin Properties would like the Commission to send a letter of endorsement to the National Park Service supporting the developer to install glass in the Mayo Building windows that matches the existing.

Commissioner Sober made a motion for the Commission to send the letter of endorsement to the National Park Committee supporting the developer to install glass in the Mayo Building

windows that matches the existing. Commissioner Wood seconded.

By a show of hands, all “In Favor” of the motion to Approve the letter of endorsement:

- (1) Chair Smallwood;
- (2) Vice-Chair Sober;
- (3) Secretary Wood;
- (4) Breniss O’Neal;
- (5) Charles Gilmore;
- (6) Mary Lee Townsend;
- (7) Robert Shears; &
- (8) Pamela Curtis;
- (9) Anne Pollard;
- (10) Kristen Bergman;

All Opposed:

None.

All Abstaining:

- (11) Matt King;

All not present during this vote:

None.

The motion was **Approved by Majority** by members present and voting.

**5. Discussion of Preservation Strategic Plan &
6. Chair Report**

Chair Smallwood stated that staff has distributed by email Nore’ Winter’s 4-page work effort of draft #2 of the Implementation Priorities of Objectives from Tulsa’s Preservation Strategic Plan.

She stated that draft #2 of this strategic plan came out of work that had been done earlier; and from a recent conference call that took place this morning with her, Vice-Chair Sober, staff and Nore’ Winter. Chair Smallwood stated that the conference call focused on them trying to determine what the Commission’s key roles were in order for them to facilitate or lead regarding the objective plan projects.

Chair Smallwood asked the Commission to please review the draft and if there were any questions, changes or clarifications that needed to be made to the draft that she and Vice-Chair Sober

would answer them to the best of their ability. The Commission did make a few changes to the draft; and there were some clarifications made. Chair Smallwood stated that if there were any other changes or comments that the members would like to make for them to please email them to Ms. DeCort within the next 10 days so that Ms. DeCort can forward them to Mr. Winter. She stated that she thought Nore' Winter would have the final version of the report finished by this week for her to share with the Commission and with the community; but that it's not available yet. Chair Smallwood stated that she will keep the Commission informed of the final draft as soon as it becomes available.

Chair Smallwood stated that the Tulsa Preservation Commission has received its *Certificate of Merit* that was given to it at the Preservation Conference last fall.

Chair Smallwood announced to those interested in attending an Art Deco Association meeting that the meeting will be held on July 16, 2009 at Elote at 4:30p.m.

7. Staff Report

The July Staff Report was distributed to the Commission prior to this meeting by email for review.

Ms. DeCort reported that Dane Matthews from INCOG contacted her this morning about the August 26, 2009 TMAPC Work Session and about the September 23, 2009 public hearing regarding the Commission's proposed notice of updating the City Ordinance. She stated that the Commission has simply requested to propose only having a 7-member TPC quorum without having four (4) professional members to constitute a quorum in order for the Board to act on Certificates of Appropriateness. Ms. DeCort stated that the Commission's proposal will have to be reviewed before the City Council for a final determination.

6. Absence Report

No report.

7. New Business

Under the Open Meeting Act, this agenda item is authorized only for matters not known about or which could not have been reasonably foreseen prior to the time of posting the agenda or any revised agenda. Commissioner Wood announced that there is a big article in the Greater Tulsa Reporter Magazine about Commissioner Bergman and her husband. She encourage everyone to read the article.

8. Other Business

None.

This agenda item is reserved for public comment or presentations to the TPC.

9. Adjournment

There being no other business, Chairperson Smallwood adjourned the meeting at 12:58 p.m. The Regular Tulsa Preservation Commission Meeting of July 9, 2009 was recorded; and the Meeting Minutes for this meeting were transcribed by Fannie Warrior.

Note: Please notify Mrs. Warrior by e-mail at Fwarrior@ci.tulsa.ok.us that you have received the information forwarded to you. Project plans will be available at the Planning Department office for review.

*K:/Planning/FW/MINS 07 09 2009R TPC
Minutes Approved by TPC on 08 13 2009*