A. Opening Matters

1. Call to Order and Verification of Quorum
   Chairman Shears called the Regular Meeting to order at 11:01 a.m.

   Members Present
   Robert Shears, Chair
   Jim Turner, Vice Chair *
   Kristen Bergman, Secretary
   David Blackburn *
   Jack Hodgson
   Susan Mckee
   David Pounds
   Mary Lee Townsend

   Members Absent
   Shelby Navarro

   * Late

   Staff Present
   Amanda DeCort, Attorney Bob Edmiston, Monty McElroy

   Others Present
   Bill Williams, Chip Atkins, Jeff Heckenkemper, and Sallie Davies.

2. Approval of Minutes from December 13, 2012
   Commissioner McKee made a motion to approve Regular Meeting Minutes
   from December 13. Commissioner Hodgson seconded the motion. The
   motion was approved with a one word modification by all members
   present.
Vote: Regular Meeting Minutes from December 13, 2012

In Favor Opposed Abstaining Not Present
2. McKee 2. Turner
3. Pounds
4. Shears
5. Townsend

The motion was Approved by majority with conditions.

3. Disclosure of Conflicts of Interest

No one reported a conflict of interest with the proposals on the agenda.

B. Actionable Items

1. COA-13-001 / 1612 S. St. Louis Avenue (Swan Lake)
   Applicant: Jeff Heckenkemper
   COA Subcommittee Review Date: None
   Request:
   Demolish existing home.

   Monty McElroy presented Mr. Heckenkemper’s Certificate of Appropriateness and read the applicable guidelines. Mr. Heckenkemper was present to answer questions.

   Commissioner Townsend made a motion to deny the application. Commissioner McKee seconded the motion.

   Vote: 1612 S. St. Louis Avenue (Swan Lake)
   In Favor Opposed Abstaining Not Present
   1. Bergman None None None
   2. Blackburn
   3. Hodgson
   4. McKee
   5. Pounds
   6. Shears
   7. Townsend
   8. Turner
   The motion to Deny was affirmed unanimously. Guidelines cited: F.1.1.1, F.1.1.2, and F.1.1.3.

2. COA-13-002 / 2131 E. 20th Street (Yorktown)
   Applicant: Bill Williams
   COA Subcommittee Review Date: None
   Work completed prior to COA application
Request:
Construct retaining wall for front yard.

Monty McElroy presented Mr. Williams’ Certificate of Appropriateness and read the applicable guidelines. Mr. Williams was present to answer questions.

Commissioner Townsend made a motion to approve the application. Commissioner Turner seconded the motion.

**Vote: 2131 E 20th Street** (Yorktown)

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The motion was **Approved** unanimously. Guidelines cited: G.1.3 and G.1.5.

3. **Unified Design Guidelines – Sunset Park drafts**

Amanda DeCort presented the Sunset Park Draft Guidelines to the Commissioners for their consideration and approval.

Commissioner McKee made a motion to approve the Unified Design Guidelines for Sunset Park. Commissioner Townsend seconded the motion.

**Vote: Sunset Park drafts**

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The motion was **Approved** unanimously.

C. **Reports**

1. **Staff**

Amanda DeCort reported that there are rumors that the Tulsa World wants to demolish the Palace Building. The building supposedly has structural damage in the basement. She asked the Commissioners if
they would be able to reschedule the TPC Retreat from January 19 to January 26. All Commissioners present agreed to the later date. She also mentioned that we need to decide which committees each Commissioner will be assigned.

2. Chair
   Chairman Shears gave an update on the Board of Adjustment action on a recent case in Stonebreaker Heights.

3. Committees
   a. Rules & Regulations
      None
   b. Outreach
      None

D. New Business
   NONE

E. Announcements and Future Agenda Items
   None

F. Adjournment
   Chairman Shears adjourned the meeting at 11:46 a.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of January 10, 2013 were recorded. The meeting minutes were transcribed by Monty McElroy. Minutes approved by the TPC on February 26, 2013.