



REGULAR MEETING MINUTES
OF THE

TULSA PRESERVATION COMMISSION

Thursday, September 13, 2007, 11:00 a.m.

**111 South Greenwood, 2nd Floor - Conference Rooms A&B
Tulsa, OK 74120-1820**

1. **Roll Call** – Chairman Turner called the regular meeting to order at 11:03 a.m., and Mrs. Warrior announced the Roll Call.

Members Present:

Chairman, Jim Turner;
Vice-Chairperson, Breniss O'Neal, Professional Landscape Designer;
Herb Fritz, Professional Architect;
Michelle Cantrell, Planning Commissioner;
Dusty Peck, Community Group Resident;
Charles Gilmore, Professional Developer;
Rex Ball, Community Group Resident;
Alice Rodgers, Owner, Non-residential Representative;
Kristen Bergman, Community Group Resident;
Bill Andoe, Arts Commissioner; &
Mary Lee Townsend, Professional Historian.
Bob Winchester, Professional Banker; &
Jack Hodgson, Professional Real Estate Broker.

Member(s) Absent:

Secretary, Barbara Smallwood;

Others Present:

Amanda DeCort, Ed Sharrer, Fannie Warrior, Kurt Ackermann, James Casey Ashe, Laura Borders & Susan McKee

2. Approval of Minutes of Previous Meeting for August 9, 2007

Chairman Turner asked if there was a motion on the floor to approve the Regular meeting minutes for August 9, 2007.

Commissioner Bergman made a motion to approve the Regular Meeting Minutes of August 9, 2007 with Commissioner Ball's request to add a statement to those minutes reflecting a request he made of the Vice-Chairperson at the August 9th meeting.

Commissioner Ball's August 9th statement was added to the August 9th 2007 meeting minutes on page 14: "Outreach Committee Chairman, Rex Ball asked Vice Chairperson O'Neal for permission to work directly with our attorney, Kurt Ackermann on the preparation of the Resolution. Vice Chairperson O'Neal granted Commissioner Ball his request."

Vice-Chairperson O'Neal seconded.

Roll Call Vote to Approve amended Regular Meeting Minutes for August 9, 2007:

Chairman Turner – Aye;

Vice-Chairperson O'Neal – Aye;

Herb Fritz – Abstain;

Charles Gilmore – Aye;

Jack Hodgson – Abstain;

Mary Lee Townsend – Aye;

Rex Ball – Aye;

Bill Andoe – Aye;

Kristen Bergman – Aye;

Michelle Cantrell – Aye;

Dusty Peck – Aye;

Bob Winchester – Abstain; &

Alice Rodgers – Aye.

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

3. Committee Reports

a. Historic Preservation Committee

i. Announcement of Conflicts of Interest

Chairman Turner asked the Commission if anyone had a conflict of interest with any of the Certificates of Appropriateness (COA) Requests that would be brought before the board for review. No one responded to having a conflict of interest with any of the proposals.

ii. Applications for Certificate of Appropriateness

Chairman Turner briefly informed the COA applicants of the COA processing procedures of how their proposals would be reviewed by the Tulsa Preservation Commission for a final determination.

Mr. Sharrer asked Chairman Turner for permission to move to COA applicant agenda item #2 because the COA applicant for agenda item #1 was not present at the meeting. Chairman Turner granted Mr. Sharrer his request.

2. **1607 S. Rockford Avenue** (Swan Lake)

Applicant: Casey Ashe

Request: Construct addition in alcove on south side of house according to plans submitted.

COA Subcommittee Complete Application Date:
09-11-2007

Mr. Sharrer presented Casey Ashe's Certificate of Appropriateness application to the Commission for a final review. Photographs and drawings were available for review and a slide presentation was shown about the historic home in the Swan Lake neighborhood district.

Mr. Sharrer stated that Mr. Ashe plans to construct an addition in the alcove of the structure on the south elevation of the home. He added that the shed roof will be between the two (2) gables, the brick stem wall will be continued to the addition; the exterior siding will match the existing; and that it will be minimally visible from the street.

Mr. Sharrer read the appropriate design guidelines on this proposal for *Additions in Swan Lake*.

Chairman Turner asked Vice-Chairperson O'Neal to please give her report of the recommendation that was made on this proposal at the COA Subcommittee meeting.

Vice-Chairperson O'Neal stated that the COA Subcommittee considered Mr. Ashe's application to be complete after being reviewed at the September 11, 2007 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Mr. Ashe's proposal for *Additions* in the Swan Lake Historic District based on the appropriate guidelines with the following conditions:

- ✚ That the height of brick foundation of the addition should match the height of brick foundation of the main house, not the height of the front porch brick wall.

Chairman Turner opened the floor to the Commission for discussion on Mr. Ashe's proposal; and for a motion to be made. After the Commission further discussed Mr. Ashe's proposal, Vice-Chairperson O'Neal made a motion to approve Mr. Ashe's application with the conditions made by the COA Subcommittee; and she added an addition condition made by her:

- ✚ That the height of brick foundation of the addition should match the height of brick foundation of the main house, not the height of the front porch brick wall; &
- ✚ That the new bathroom wall be set back 12" – 18" from the bedroom wall; and that the new eave trim board will be set back a corresponding amount from the existing eave trim boards.

Commissioner Ball seconded.

Chairman Turner asked the Commission if it had any comments or questions. Commissioner Townsend complimented Mr. Ashe on what the proposed work.

Chairman Turner asked Mrs. Warrior to please call roll.

Roll Call Vote to Approve Casey Ashe's application w/conditions:

Chairman Turner – Aye;
Vice-Chairperson O'Neal – Aye;
Herb Fritz – Aye;
Charles Gilmore – Aye;
Jack Hodgson – Aye;
Mary Lee Townsend – Aye;
Rex Ball – Aye;
Bill Andoe – Aye;
Kristen Bergman – Aye;
Michelle Cantrell – Aye;
Dusty Peck – Aye;
Bob Winchester – Aye; &
Alice Rodgers – Aye.

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

The Tulsa Preservation Commission Approved Casey Ashe's proposal based on guidelines for General Requirements, B.1.01, B.1.0.2 & B1.0.3, Building Materials and Elements, B.1.2.1 & B.1.2.2; & Roofs, B.1.3.2 for Additions to Existing Structures for the Swan Lake Historic District.

Chairman Turner moved back to COA applicant agenda item #1.

1. 1507 E. 20th Street (Swan Lake)

Applicant: Linda Strong

Request: Replace existing storm door with new clear-view storm door

COA Subcommittee Complete Application Date:
09-11-2007

Mr. Sharrer presented Linda Strong's Certificate of Appropriateness application to the Commission for a final review. Photographs and drawings were available for review and a slide presentation was shown about the historic home in the Swan Lake neighborhood district.

Mr. Sharrer stated that Ms. Strong plans to replace the existing storm door with a new clear-view storm door

Mr. Sharrer read the appropriate design guidelines on this proposal for *Rehabilitation in Swan Lake*.

Chairman Turner asked Vice-Chairperson O'Neal to please give her report of the recommendation that was made on this proposal at the COA Subcommittee meeting.

Vice-Chairperson O'Neal stated that the COA Subcommittee considered Ms. Strong's application to be complete after being reviewed at the September 11, 2007 meeting. She stated that the COA Subcommittee recommended by a majority vote to approve Ms. Strong's proposal for *Rehabilitation* in the Swan Lake Historic District based on the appropriate guidelines.

Chairman Turner opened the floor to the Commission for a motion to be made. Vice-Chairperson O'Neal made a motion to support the COA Subcommittee's recommendation to approve Ms. Strong's application as presented. Commissioner Peck seconded.

Chairman Turner opened the floor to the Commission for discussion, comments and/or for any questions it may have. After hearing none, Chairman Turner asked Mrs. Warrior to please call roll.

Roll Call Vote to Approve Linda Strong's application w/o conditions:

Chairman Turner – Aye;
Vice-Chairperson O'Neal – Aye;
Herb Fritz – Aye;
Charles Gilmore – Aye;
Jack Hodgson – Aye;
Mary Lee Townsend – Aye;
Rex Ball – Aye;
Bill Andoe – Aye;
Kristen Bergman – Aye;
Michelle Cantrell – Aye;
Dusty Peck – Aye;
Bob Winchester – Aye; &
Alice Rodgers – Aye.

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

The Tulsa Preservation Commission Approved Linda Strong's proposal based on guidelines for Windows and Doors, A.1.2.8 for Rehabilitation of Existing Buildings for the Swan Lake Historic District.

3. 1719 South St. Louis Avenue (Swan Lake)

Applicant: Adam Day
Request: Remove metal carport on north side of house.
COA Subcommittee Complete Application Date:
09-11-2007

Mr. Sharrer presented Adam Day's Certificate of Appropriateness application to the Commission for a final review. Photographs and drawings were available for review and a slide presentation was shown about the historic home in the Swan Lake neighborhood district.

Mr. Sharrer stated that Mr. Day plans to remove the (non-original) metal carport from the north side of the house.

Mr. Sharrer read the appropriate design guidelines on this proposal for *Rehabilitation in Swan Lake*.

Chairman Turner asked Vice-Chairperson O'Neal to please give her report of the recommendation that was made on this proposal at the COA Subcommittee meeting.

Vice-Chairperson O'Neal stated that the COA Subcommittee considered Mr. Day's application to be complete after being reviewed at the September 11, 2007 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Mr. Day's proposal for *Rehabilitation* in the Swan Lake Historic District based on the appropriate guidelines.

Chairman Turner opened the floor to the Commission for a motion to be made. Vice-Chairperson O'Neal made a motion to support the COA Subcommittee's recommendation to approve Mr. Day's application as presented. Commissioner Bergman seconded.

Chairman Turner opened the floor to the Commission for discussion, comments and/or for any questions it may have. After hearing none, Chairman Turner asked Mrs. Warrior to please call roll.

Roll Call Vote to Approve Adam Day's application w/o conditions:

Chairman Turner – Aye;
Vice-Chairperson O'Neal – Aye;
Herb Fritz – Aye;
Charles Gilmore – Aye;
Jack Hodgson – Aye;
Mary Lee Townsend – Aye;
Rex Ball – Aye;
Bill Andoe – Aye;
Kristen Bergman – Aye;
Michelle Cantrell – Aye;
Dusty Peck – Aye;
Bob Winchester – Aye; &
Alice Rodgers – Aye.

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

The Tulsa Preservation Commission Approved Adam Day's proposal based on guidelines for General Requirements, A.1.0.1 for Rehabilitation of Existing Buildings for the Swan Lake Historic District.

b. Rules & Regulations Committee

Review of Proposed Changes to Rules of Procedure

Rules & Regulations Committee Chairman, Charles Gilmore reported that the committee met on August 23, 2007; and discussed, reviewed and changed some of the sections/articles of the Rules & Regulations Governing Procedure of the Tulsa Preservation Commission. He distributed a 14-page draft of the revised Rules & Regulations to the Commission with the changes highlighted in red. Committee Chairman Gilmore went over some of the revisions with the Commission. Some of the revised rules and regulations focused on:

- ✚ Article III – Membership, Section 6., Duties of the Secretary;
- ✚ Article IV – Rules of General Procedure, Section 3., Simple Majority to Decide Issue;
- ✚ Article V – Committees, Section 1.A., 1.C; & Section 4, Recommendations by Simple Majority – Abstentions;
- ✚ Article VI – Rules of Procedure for Review of Application for Certificate of Appropriateness, Section 3.A., Review by the COA Subcommittee;
- ✚ Article IX - Meetings, Section 7. – Attendance; & Article XI – Order of Business.

Rules & Regulations Committee Chairman, Charles Gilmore discussed all the above changes that were made; and the Commission also made a few minor changes to the Rules & Regulations Governing Procedure of the Tulsa Preservation Commission.

Chairman Turner moved to agenda item number 8, Other Business

8. Other Business

- a. Presentation on proposed changes to Council Oak & Stickball Park plans - Greg Warren of Tulsa Parks & Georgia Ann Muenzler of Real Estate & Economic Development Department**

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

Greg Warren from Tulsa Parks gave a brief presentation on the proposed changes planned for Council Oak & Stickball Park. Plans were distributed to the Commission on the Creek Nation Council Oak proposal.

Mr. Warren stated that the Creek Nation Council Oak has received \$500,000.00 from the State of Oklahoma Centennial group; and that they plan to use \$300,000.00 of these funds on new sculptures. One sculpture will be installed under the Council Oak Tree with three Indian Chiefs shaking hands; and another sculpture of Native Americans playing stickball to be installed in Stickball Park. Mr. Warren stated that all the landscaping will be plant materials common to Native American culture of that time. In addition, a wrought iron fence will be installed around the entire Stickball Park. Two (2) wrought iron gates will allow visitors to enter the park from Cheyenne Avenue and 18th Street.

Mr. Warren stated that people from all around comes to visit Stickball Park and the Council Oak Tree site. He stated that a walkway will tie Stickball Park to the Council Oak. Mr. Warren stated that he just wanted the Commission to be aware of the project and that Tulsa Parks had received funding.

Commissioner Ball stated that Tulsa Parks didn't need the Commission's approval on this project; but that he would make a motion to endorse the Tulsa Park's project of their revised plans for the Council Oak site. Commissioner Fritz seconded.

Roll Call Vote to endorse revised plans of the Council Oak Site:

- Chairman Turner – Aye;
- Vice-Chairperson O'Neal – Aye;
- Herb Fritz – Aye;
- Charles Gilmore – Aye;
- Jack Hodgson – Aye;
- Mary Lee Townsend – Aye;
- Rex Ball – Aye;
- Bill Andoe – Aye;
- Kristen Bergman – Aye;
- Michelle Cantrell – Aye;
- Dusty Peck – Aye;
- Bob Winchester – Aye; &
- Alice Rodgers – Aye.

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

Chairman Turner moved back to Agenda Item c., Outreach Committee

c. Outreach Committee

i. Review of Presentation to Economic Development Commission (EDC)

Commissioner Bergman made a presentation to the Commission that she and Amanda DeCort presented to the Economic Development Commission (EDC) on September 11, 2007. Commissioner Bergman stated that we would like to pursue listing in the National Register of Historic Places for Downtown Tulsa as a district to increase the number of properties eligible for rehabilitation tax credits. This would spur economic development in Downtown Tulsa. In order to pursue this objective, a survey would have to be conducted at a cost of about \$65,000. Ms. DeCort stated that our goal is to locate funds for the downtown survey by 2008 and hopefully begin the survey before the 2008 National Trust Conference in October. She hopes that a grant from Preserve America will come through by that time. The Commission was very pleased with both the presentation and the stated goals for this effort.

4. Chair Report

a. Discussion of proposed resolution

Chairman Turner stated that a copy of the resolution has been distributed to everyone for review; and that he would like to have a smaller group review the resolution before it's submitted to the full Commission for a final vote. He asked some of the Commission members to attend this smaller group meeting, including Planning Commissioner Cantrell, Commissioner Gilmore and Commissioner. Chairman Turner stated that his concerns about the resolution are that we (the Commission) have questions about how the resolution interacts with the Ordinance. He stated that the Commission wants to know what powers the Ordinance gives us in this regard. Chairman Turner stated that, as far as the timing of the proposed resolution is, that the Commission is not trying to involve itself in the relocation of City Hall nor about the purchase of the property that City Hall is undertaking. He would like the Commission to stay clear of that issue and that there is some wording in the resolution that caused concern to other Commissioners in that it might give the

appearance that the Commission wants to be involved with the City Hall building.

Outreach Committee Chairman, Rex Ball objected to Chairman Turner's request for a meeting among Commission members that he believes should only involve members of the Outreach Committee. Chairman Turner stated that after the smaller group of Commissioners have met with the Outreach Committee that the resolution could still go back to the Outreach Committee for further review before a final vote is taken by the Commission. Chairman Turner stated that his only concern is to make sure that this proposed resolution has the support of the full Commission to forward it to the appropriate party. Commissioner Ball asked if the Special Meeting notes/comments could be distributed to him. Commissioner Turner responded by stating that they could.

Commissioner Turner stated that a Special Meeting will be held on the resolution; and that everyone will be notified in advance of the day and time of this meeting.

5. Staff Report

a. Preserve America Application

Ms. DeCort passed a copy of the Preserve America Application that was sent to D.C. to the Commission for review. Ms. DeCort reported that she's been informed that our Preserve America Application was one of the most attractive applications that they have received yet; that she is pretty proud of that.

b. Discussion of National Trust Local Advisory Committee

Ms. DeCort reported that for those Commission members who were unable to attend the National Trust Local Advisory Committee meeting last week, that staff has an overview of the conference for their review.

c. Website statistics

Mr. Sharrer reported that the Website Blog is quietly working for us 24/7/365 days a year. He stated that the publishing mechanism and the search engine results are doing well. Mr. Sharrer showed the Commission some examples of how well the Website Blog is working. Chairman Turner informed staff that they were doing a great job on the TPC website.

d. National Register Nomination updates

Ms. DeCort reported that the final draft of the National Register Nomination for Ranch Acres has been submitted to the State Historic Preservation Office (SHPO). She stated that the

Commission has been given a copy for their review last month. Ms. DeCort stated that a neighborhood meeting is scheduled for Monday, September 24, 2007 at 6:30 p.m. at the Christ United Methodist Church in Ranch Acres. She stated that someone from SHPO will be there to answer questions from the neighborhood residents. Ms. DeCort stated that the TPC will review the nomination before sending it to the State Historic Preservation Review Committee. Ms. DeCort stated that Ms. Cathy Ambler sent a letter to the Ranch Acres residents commenting on the Ranch Acres Historic District. She stated that if anyone had any questions about the Ranch Acres National Register Nomination, to please contact Cathy Ambler before our next public meeting.

Ms. DeCort announced that the Tulsa Preservation Commission's next public meeting is scheduled for 11:00 a.m., on October 11, 2007 here in the Hartford Building's Conference Rooms A & B.

e. Reports

Ms. DeCort reported that:

- + the CLG 2006 Annual Report has been completed;
- + the CLG 2006 Final Project Reports will not be completed until all the project bills have been paid, which will occur by the end of the month;
- + the CLG 2006 Monthly Report has been completed;
- + the CLG 2007 Contract has been sent to the Legal Department; then to the Mayor's Office for the Mayor's signature; and then to SHPO for review; &
- + the draft of the Resource Guide has been returned from the State; and that it will be completed by the end of the month.

f. SHPO staff changes

Ms. DeCort reported that Catherine Montgomery has accepted another position within the Oklahoma Historical Society; and that Harry Simms is currently serving her role for now. She also reported that Architectural Historian, Jim Gabbert, is leaving the Oklahoma Historical Society altogether; and that he has accepted a new position in Washington, D.C. Ms. DeCort stated that she would like to see the Ranch Acres nomination get through the process before Mr. Gabbert leaves at the end of October 2007 because there won't be anyone to immediately replace him after he leaves.

6. Absence Report

None.

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 Ball announced that he would like everyone to get a PFA Membership packet from the National Register of Historic Places because it is a wonderful packet of information on historic preservation.

9. Adjournment

There being no other business, Chairman Turner adjourned the meeting at 1:24 p.m. The Tulsa Preservation Commission Regular Meeting Minutes of September 13, 2007 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.

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Minutes Approved by TPC on 10 11 2007*