1. Roll Call – Chairperson O’Neal called the Regular Meeting to order at
11:05 a.m.

Members Present:
Chairperson, Breniss O’Neal, Professional Landscape Designer;
Vice-Chair, Barbara Smallwood;
Secretary, Alice Rodgers, Owner, Non-residential Representative;
Bob Winchester, Professional Banker;
Bob Sober, Arts Commissioner;
Jim Turner, Community Group Resident;
Charles Gilmore, Professional Developer;
Michelle Cantrell, Planning Commissioner;
Kristen Bergman, Community Group Resident;
Jack Hodgson, Professional Real Estate Broker;
Shane Hood, Community Group Resident; &
Mary Lee Townsend, Professional Historian;

Member(s) Absent:
Dusty Peck, Community Group Resident; &
Paula Wood, Professional Tulsa Public Schools Representative;
Others Present:

Chairperson O’Neal welcomed the Commission’s two (2) newest members to the board, Professional Architect, Matt King and Community Group Resident, Shane Hood. The other Commission members also welcomed Mr. King and Mr. Hood to the board. Chairperson O’Neal announced that the Tulsa Preservation Commission now has a full commission of 15 members.

2. Approval of Minutes of Previous Meetings
   Regular Meeting Minutes for April 10, 2008;

   Chairperson O’Neal asked if anyone would like to make a motion to approve the Regular Meeting Minutes for April 10, 2008.

   Vice-Chair Smallwood made a motion to approve the Regular Meeting Minutes for April 10, 2008. The motion was seconded by Commissioner Bergman.

   By a show of hands, all “In Favor” of the motion to Approve the April 10, 2008 Regular Meeting Minutes:
   (1) Chairperson O’Neal;
   (2) Vice-Chair Smallwood;
   (3) Charles Gilmore;
   (4) Jack Hodgson;
   (5) Kristen Bergman;
   (6) Jim Turner;
   (7) Bob Winchester;
   (8) Michelle Cantrell;
   (9) Shane Hood;

   All Opposed: None;

   All Abstaining:
   (10) Mary Lee Townsend;
   (11) Matt King;

   All not present during this vote:
   (12) Secretary Rodgers; &
   (13) Bob Sober.
The motion was **Approved by Majority** by members present and voting.

3. **Committee Reports**

   a. **Historic Preservation Committee**

      i. **Announcement of Conflicts of Interest**

      Chairperson O’Neal 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.

      Commissioner Turner stated that he has a conflict of interest with application #5, which is his proposal that was presented to the COA Subcommittee and now to the Commission.

      Chairperson O’Neal stated that when Commissioner Turner’s application is presented to the Commission that she (Chairperson O’Neal) will respectfully ask Commissioner Turner to please sit in the gallery area. Chairperson O’Neal informed Commissioner Turner that he will only respond to the Commission when the Commission asks him specific questions; so that there won’t be any misunderstandings or appearance of impropriety.

      ii. **Applications for Certificate of Appropriateness**

      Chairperson O’Neal 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.

      1. **1608 S. Detroit Avenue** (North Maple Ridge)  
         Applicant: Tim Walterbach  
         Request: Construct a new single family house on the lot according to plans submitted.  
         Final Review  
         COA Subcommittee Complete Application Date: 05-06-2008  
         **APPROVED WITHOUT CONDITIONS**

      Mr. Sharrer presented Mr. Tim Walterbach’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 of the new construction project in North Maple Ridge.

Mr. Sharrer stated that Mr. Walterbach plans to construct a new single family house of approximately 2,900 square feet on the vacant lot at 1608 S. Detroit Avenue according to the plans submitted. Mr. Sharrer described the details from Mr. Walterbach’s plans and read the appropriate design guidelines on this proposal on *New Construction for North Maple Ridge District*.

Chairperson O’Neal asked Vice-Chair Smallwood to please give her report of the recommendation that was made on Mr. Walterbach’s proposal at the COA Subcommittee meeting.

Vice-Chair Smallwood stated that the COA Subcommittee considered Mr. Walterbach’s application to be complete after his application was reviewed at the May 6, 2008 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Mr. Walterbach’s proposal for *New Construction in the North Maple Ridge District*.

Chairperson O’Neal opened the floor to the Commission for discussion on Mr. Walterbach’s proposal; and for a motion to be made. After the Commission further discussed Mr. Walterbach’s proposal, the Commission complimented Mr. Walterbach on his plans and stated that they were very impressive. Vice-Chair Smallwood made a motion to approve Mr. Walterbach’s application for New Construction as presented. Commissioner Townsend seconded.

**By a show of hands, all “In Favor” of the motion to Approve Tim Walterbach’s application w/o conditions:**
(1) Chairperson O’Neal;
(2) Vice-Chair Smallwood;
(3) Secretary Rodgers;
(4) Charles Gilmore;
(5) Jack Hodgson;
(6) Mary Lee Townsend;
(7) Jim Turner;
(8) Kristen Bergman;
(9) Michelle Cantrell;
(10) Bob Winchester;
(11) Bob Sober;
(12) Matt King;

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

*The Tulsa Preservation Commission Approved Tim Walterbach’s proposal based on guidelines for New Construction for the North Maple Ridge Historic District.*

2. **315 E. 20th Street** (North Maple Ridge)
   
   **Applicant:** Kristi Prough
   
   **Request:**
   
   1) Restore front portico to original appearance. Replace existing metal columns with 12” Tuscan fluted columns to match original pilasters. Replace existing wrought iron railing with new high-density urethane balustrade to approximate original design. Install a Prairie-style screen door using existing, original screen door on side of house as guide.
   
   **COA Subcommittee Complete Application Date:**
   
   **05-06-2008**
   
   **APPROVED WITHOUT CONDITIONS**

Mr. Sharrer presented Ms. Kristi Prough’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 of the structure in North Maple Ridge Neighborhood District.

Mr. Sharrer stated that on Part 1 of Ms. Prough’s application that she plans to restore the front portico to its original appearance; replace the existing, metal columns with 12” Tuscan fluted columns to match original pilasters; & replace the existing wrought iron railing with new high-density...
approximate the original design. Mr. Sharrer stated that Ms. Prough also plans to install a Prairie-style screen door using the existing, original screen door on the side of the house as a guide. Mr. Sharrer added that Ms. Prough has submitted to the TPC detailed measurements for the balustrade, the cap, the base, the newels and the pots.

Mr. Sharrer read the appropriate design guidelines on Part 1 of this proposal for Rehabilitation in North Maple Ridge.

Chairperson O’Neal asked Commissioner Smallwood to please give her report of the recommendation that was made on Part 1 of this proposal at the COA Subcommittee meeting.

Commissioner Smallwood stated that the COA Subcommittee considered Part 1 of Ms. Prough’s application to be complete after her application was reviewed at the May 6, 2008 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Part 1 of Ms. Prough’s proposal for Rehabilitation in the North Maple Ridge Historic District with conditions:

◊ That the applicant provide detailed measurements for the balustrade, the cap, the base, the newels and the pots.

Chairperson O’Neal opened the floor to the Commission for discussion on Part 1 of Ms. Prough’s proposal; and for a motion to be made. After the Commission further discussed Part 1 of Ms. Prough’s proposal, Commissioner Smallwood stated that Ms. Prough has provided the Commission with the additional information requested; and made a motion to approve Part 1 of Ms. Prough’s application. Commissioner Townsend seconded.

By a show of hands, all “In Favor” of the motion to Approve Part 1 of 4 Parts of Kristi Prough’s application without conditions:
(1) Chairperson O’Neal;
(2) Vice-Chair Smallwood;
(3) Secretary Rodgers;
(4) Charles Gilmore;
(5) Jack Hodgson;
(6) Mary Lee Townsend;
(7) Jim Turner;
(8) Kristen Bergman;
(9) Michelle Cantrell;
(10) Bob Winchester;
(11) Bob Sober;
The motion was **Approved by Majority** by members present and voting.

*The Tulsa Preservation Commission Approved Part 1 of 4 Parts of Kristi Prough’s proposal based on guidelines for General Requirements, A.1.0.1 & A.1.0.2; Porches, A.1.4.1 & A.1.4.2 for Rehabilitation of Existing Buildings for the North Maple Ridge Historic District.*

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2. **315 E. 20th Street** (North Maple Ridge)  
   Applicant: Kristi Prough  
   Request:  
   **II) Replace existing terrazzo floor on front terrace with poured concrete floor, tinted to soften appearance;**  
   COA Subcommittee Complete Application Date: 05-06-2008  
   **APPROVED WITHOUT CONDITIONS**

Mr. Sharrer presented Ms. Kristi Prough’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 of the structure in North Maple Ridge Neighborhood District.

Mr. Sharrer stated that on Part 2 of Ms. Prough’s application that she plans to replace the existing terrazzo floor on the front terrace with poured concrete floor, and tint it to soften the appearance.

Mr. Sharrer read the appropriate design guidelines on Part 2 of this proposal for *Rehabilitation in North Maple Ridge*.

Chairperson O’Neal asked Commissioner Smallwood to please give her report of the recommendation that was made on Part 2 of this proposal at the COA Subcommittee meeting.
Commissioner Smallwood stated that the COA Subcommittee considered Part 2 of Ms. Prough’s application to be complete after her application was reviewed at the May 6, 2008 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Part 2 of Ms. Prough’s proposal for Rehabilitation in the North Maple Ridge Historic District as presented.

Chairperson O’Neal opened the floor to the Commission for discussion on Part 2 of Ms. Prough’s proposal; and for a motion to be made. After the Commission further discussed Part 2 of Ms. Prough’s proposal, Commissioner Smallwood made a motion to approve Part 2 of Ms. Prough’s application without conditions. Commissioner Winchester seconded.

By a show of hands, all “In Favor” of the motion to Approve Part 2 of 4 Parts of Kristi Prough’s application without conditions:
(1) Chairperson O’Neal;
(2) Vice-Chair Smallwood;
(3) Secretary Rodgers;
(4) Charles Gilmore;
(5) Jack Hodgson;
(6) Mary Lee Townsend;
(7) Jim Turner;
(8) Kristen Bergman;
(9) Michelle Cantrell;
(10) Bob Winchester;
(11) Bob Sober;
(12) Matt King;
(13) Shane Hood;

All Opposed:
None;

All Abstaining:
None;

All not present during this vote:
None.

The motion was Approved Unanimously by members present and voting.

The Tulsa Preservation Commission Approved Part 2 of 4 Parts of Kristi Prough’s proposal based on guidelines for Porches, A.1.4.1 & A.1.4.2 for Rehabilitation of
Existing Buildings for the North Maple Ridge Historic District.

2. **315 E. 20th Street** (North Maple Ridge)
   
   Applicant: Kristi Prough
   
   Request:
   
   III) Remove shutters on all elevations of house;
   
   COA Subcommittee Complete Application Date:
   
   05-06-2008

   **APPROVED WITHOUT CONDITIONS**

Mr. Sharrer presented Ms. Kristi Prough’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 of the structure in North Maple Ridge Neighborhood District.

Mr. Sharrer stated that on Part 3 of Ms. Prough’s application that she plans to remove the shutters on all elevations of the structure; and that the shutters are not original to the house.

Mr. Sharrer read the appropriate design guidelines on Part 3 of this proposal for Rehabilitation in North Maple Ridge.

Chairperson O’Neal asked Commissioner Smallwood to please give her report of the recommendation that was made on Part 3 of this proposal at the COA Subcommittee meeting.

Commissioner Smallwood stated that the COA Subcommittee considered Part 3 of Ms. Prough’s application to be complete after her application was reviewed at the May 6, 2008 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Part 3 of Ms. Prough’s proposal for Rehabilitation in the North Maple Ridge Historic District as presented.

Chairperson O’Neal opened the floor to the Commission for discussion on Part 3 of Ms. Prough’s proposal; and for a motion to be made. After the Commission further discussed Part 3 of Ms. Prough’s proposal, Commissioner Smallwood made a motion to approve Part 3 of Ms. Prough’s application without conditions. Commissioner Townsend seconded.
By a show of hands, all “In Favor” of the motion to Approve Part 3 of 4 Parts of Kristi Prough’s application without conditions:
(1) Chairperson O’Neal;
(2) Vice-Chair Smallwood;
(3) Secretary Rodgers;
(4) Charles Gilmore;
(5) Jack Hodgson;
(6) Mary Lee Townsend;
(7) Jim Turner;
(8) Kristen Bergman;
(9) Michelle Cantrell;
(10) Bob Winchester;
(11) Bob Sober;
(12) Matt King;
(13) Shane Hood;

All Opposed:
None;

All Abstaining:
None;

All not present during this vote:
None.

The motion was Approved Unanimously by members present and voting.

The Tulsa Preservation Commission Approved Part 3 of 4 Parts of Kristi Prough’s proposal based on guidelines for General Requirements, A.1.0.1 & A.1.0.2; for Rehabilitation of Existing Buildings for the North Maple Ridge Historic District.

2. **315 E. 20th Street** (North Maple Ridge)
   Applicant: Kristi Prough
   Request:
   IV) Remove paint from flagstone masonry foundation walls.
   COA Subcommittee Complete Application Date: 05-06-2008
   APPROVED WITHOUT CONDITIONS
Mr. Sharrer presented Ms. Kristi Prough’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 of the structure in North Maple Ridge Neighborhood District.

Mr. Sharrer stated that on Part 4 of Ms. Prough’s application that she plans to remove the paint from the flagstone masonry foundation walls.

Mr. Sharrer read the appropriate design guidelines on Part 4 of this proposal for Rehabilitation in North Maple Ridge.

Chairperson O’Neal asked Commissioner Smallwood to please give her report of the recommendation that was made on Part 4 of this proposal at the COA Subcommittee meeting.

Commissioner Smallwood stated that the COA Subcommittee considered Part 4 of Ms. Prough’s application to be complete after her application was reviewed at the May 6, 2008 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Part 4 of Ms. Prough’s proposal for Rehabilitation in the North Maple Ridge Historic District as presented.

Chairperson O’Neal opened the floor to the Commission for discussion on Part 4 of Ms. Prough’s proposal; and for a motion to be made. After the Commission further discussed Part 4 of Ms. Prough’s proposal, Commissioner Smallwood made a motion to approve Part 4 of Ms. Prough’s application without conditions. Commissioner King seconded.

**By a show of hands, all “In Favor” of the motion to Approve Part 4 of 4 Parts of Kristi Prough’s application without conditions:**
1. Chairperson O’Neal;
2. Vice-Chair Smallwood;
3. Secretary Rodgers;
4. Charles Gilmore;
5. Jack Hodgson;
6. Mary Lee Townsend;
7. Jim Turner;
8. Kristen Bergman;
9. Michelle Cantrell;
10. Bob Winchester;
11. Bob Sober;
12. Matt King;
13. Shane Hood;
All Opposed:
None;

All Abstaining:
None;

All not present during this vote:
None.

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

*The Tulsa Preservation Commission Approved Part 4 of 4 Parts of Kristi Prough’s proposal based on guidelines for Building Wall Materials, A.1.1.3; for Rehabilitation of Existing Buildings for the North Maple Ridge Historic District.*

COA Agenda Applicant #3, Mr. Joseph Crosier announced to the Commission that he believes that it would be best for him to withdraw both parts of his application to be reviewed by the Commission at this time.

Chairperson O’Neal accepted Mr. Crosier’s request to withdraw his application of both parts.

3. **715 N. Denver Avenue** (Brady Heights)
   Applicant: Joseph Crosier
   Request:
   I) Hang lantern fixture from soffit on front elevation of house. Fixture will hang approximately 8’ and use a stiff arm to hold it in place; &
   II) Install 12” square slate tiles on front terrace.
   COA Subcommittee Complete Application Date: 05-06-2008
   **RECOMMENDED BY COA SUBCOMMITTEE FOR DENIAL ON BOTH PARTS**
   **WITHDRAWN BY APPLICANT**

4. **1610-1612 S. Lewis Avenue** (Yorktown)
   Applicant: Maurie Traylor
   Request: Install six new light fixtures – two fixtures flanking door at 1610 entry, two fixtures flanking northeast windows and two fixtures flanking door at 1612 entry.
   COA Subcommittee Complete Application Date: 05-06-2008
   **APPROVED WITHOUT CONDITIONS**
Mr. Sharrer presented Ms. Maurie Traylor’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 of the structure in Yorktown.

Mr. Sharrer stated that Ms. Traylor plans to install for security six (6) new light fixtures – two (2) fixtures flanking the door at 1610 entry; two (2) fixtures flanking the northeast windows and two (2) fixtures flanking the door at 1612 entry.

Mr. Sharrer read the appropriate design guidelines on Ms. Traylor’s proposal for Additions to Yorktown.

Chairperson O’Neal asked Commissioner Smallwood to please give her report of the recommendation that was made on Ms. Traylor’s proposal at the COA Subcommittee meeting.

Commissioner Smallwood stated that the COA Subcommittee considered Ms. Traylor’s application to be complete after her application was reviewed at the May 6, 2008 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Ms. Traylor’s proposal for Additions in the Yorktown Historic District as presented.

Chairperson O’Neal opened the floor to the Commission for discussion on Ms. Traylor’s proposal; and for a motion to be made. After the Commission further discussed Ms. Traylor’s proposal, Commissioner Smallwood made a motion to approve Ms. Traylor’s application as presented. Commissioner Hodgson seconded.

Some of the commission members believe that since Ms. Traylor has the opportunity to utilize the soffits over the doors to install the light fixtures that she may have some problems getting holes through the brick at the door ways. The members believe that Ms. Traylor may end up having to run conduit and tear up the sheetrock where the junction box is located.

**By a show of hands, all “In Favor” of the motion to Approve Maurie Traylor’s application without conditions:**

(1) Chairperson O’Neal;
(2) Vice-Chair Smallwood;
(3) Secretary Rodgers;
(4) Jack Hodgson;
(5) Jim Turner;
All Opposed:
(10) Charles Gilmore;
(11) Mary Lee Townsend;
(12) Kristen Bergman;
(13) Bob Winchester.

All Abstaining:
None;

All not present during this vote:
None.

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

The Tulsa Preservation Commission Approved Maurie Traylor's proposal based on guidelines for Building Site, B.1.1.3 for Additions to Existing Residential Structures for the Yorktown Historic District.

Upon reviewing COA agenda item #5, for COA applicant Jim Turner, Chairperson O'Neal asked Mr. Turner, also known as TPC Commissioner Jim Turner to please sit in the gallery. Chairperson O'Neal informed Commissioner Turner that he will only respond to the Commission when the Commission asks him specific questions; so that there won't be any misunderstandings or appearance of impropriety; and that he will not be able to vote on the application. Mr. Turner kindly set in the gallery area

5.  **1719 S. Rockford Avenue** (Swan Lake)
Applicant: Jim Turner
Request: Replace front fencing to match original picket style and design of the fences of adjacent neighbors to north and south. Existing gate will remain through repair.
COA Subcommittee Complete Application Date:
05-06-2008
APPROVED WITHOUT CONDITIONS
Mr. Sharrer presented Mr. Jim Turner’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 of the structure in Swan Lake.

Mr. Sharrer stated that Mr. Turner plans to replace the front fencing that will match the original picket style and design of the fences of the adjacent neighbors to the north and south of the structure. He added that the gate design to remain through repair.

Mr. Sharrer read the appropriate design guidelines on Mr. Turner’s proposal for New Construction in Swan Lake.

Chairperson O’Neal asked Commissioner Smallwood to please give her report of the recommendation that was made on Mr. Turner’s proposal at the COA Subcommittee meeting.

Commissioner Smallwood stated that the COA Subcommittee considered Mr. Turner’s application to be complete after the application was reviewed at the May 6, 2008 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Mr. Turner’s proposal for New Construction in the Swan Lake Historic District as presented.

Mr. Turner stated that he plans to match the neighbor’s fence more to the South of his property.

Chairperson O’Neal opened the floor to the Commission for discussion on Mr. Turner’s proposal; and for a motion to be made. After the Commission further discussed Mr. Turner’s proposal, Commissioner Smallwood made a motion to approve Mr. Turner’s application as presented. Commissioner Rodgers seconded.

By a show of hands, all “In Favor” of the motion to Approve Jim Turner’s application without conditions:
(1) Chairperson O’Neal;
(2) Vice-Chair Smallwood;
(3) Secretary Rodgers;
(4) Charles Gilmore;
(5) Jack Hodgson;
(6) Mary Lee Townsend;
(7) Kristen Bergman;
(8) Michelle Cantrell;
(9) Bob Winchester;
(10) Bob Sober;
(11) Matt King;
(12) Shane Hood;

**All Opposed:**
None;

**All Abstaining:**
None;

**All not present during this vote:**
None.

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

*The Tulsa Preservation Commission Approved Jim Turner’s proposal based on guidelines for Building Site, C.1.1.5 for New Construction for the Swan Lake Historic District.*

**iii. Rules & Regulations Committee**
Committee Chairman Gilmore did not have any information to report.

**iv. Outreach Committee**
Committee Chairperson Bergman reported that the Outreach Committee will meet on Friday, May 9, 2008 at Camille’s at 11:30 a.m.

**4. Chair Report**
Chairperson O’Neal reported that two (2) proposals for the Preservation Strategic Plan have been distributed to the Commission for review and information purposes. She stated that both proposals are good but the final outcome will have to fit our budget. Chairperson O’Neal added that the Commission will not be voting on the proposals at this time due to ongoing budget negotiations.

Chairperson O’Neal reported that the Oklahoma’s 20th Annual Statewide Preservation Conference will be held this year in Ponca City, Oklahoma from Wednesday, June 4th to Friday, June 6th, 2008. She added that the conference will be hosted by Ponca City Main Street; and if anyone was interested in attending the conference to please contact Amanda DeCort.
Chairperson O’Neal reported that the Downtown Tulsa Survey will begin on June 2, 2008 with interns from the University of Georgia completing field work.

5. **Staff Report**  
The May Staff Report was emailed to the Commission prior to this meeting.

Ms. DeCort reported that the State Historic Preservation Office has provided a suggested curriculum of sessions for Commissioners attending the Oklahoma’s 20th Annual Statewide Preservation Conference in Ponca City next month. She stated that if anyone was interested in attending the awards banquet but could not attend the conference, it was possible to buy tickets separately. Registration forms were distributed to the Commission.

6. **Absence Report**  
There were no absences to report.

7. **New Business**  
None.

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 O’Neal adjourned the meeting at 12:55 p.m. The Tulsa Preservation Commission Regular Meeting 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 05 08 2008R TPC  
Minutes Approved by TPC on