



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

**Thursday, July 10, 2008, 11:00 a.m.  
111 South Greenwood, 2nd Floor - Conference Rooms A&B  
Tulsa, OK 74120-1820**

- 1. Roll Call** – Chairperson O’Neal called the Regular Meeting to order at 11:13 a.m.

**Members Present:**

Chairperson, Breniss O’Neal, Professional Landscape Designer;  
Vice-Chair, Barbara Smallwood;  
Bob Winchester, Professional Banker;  
Bob Sober, Arts Commissioner;  
Jim Turner, Community Group Resident;  
Charles Gilmore, Professional Developer;  
Kristen Bergman, Community Group Resident;  
Dusty Peck, Community Group Resident;  
Michelle Cantrell, Planning Commissioner;  
Paula Wood, Professional Tulsa Public Schools Representative; &  
Matt King, Professional Architect;

**Members Absent:**

Secretary, Alice Rodgers, Owner, Non-residential Representative;  
Mary Lee Townsend, Professional Historian;  
Shane Hood, Community Group Resident; &  
Jack Hodgson, Professional Real Estate Broker;

**Others Present:**

Kurt Ackermann, Fannie Warrior, Ed Sharrer, Amanda DeCort, Tim Williams, Bill Butts, Tamme Saffa, Chip Atkins & Jim Milton

**2. Approval of Minutes of Previous Meetings  
Regular Meeting Minutes for June 12, 2008;**

Chairperson O'Neal asked if anyone would like to make a motion to approve the Regular Meeting Minutes for June 12, 2008.

Commissioner Bergman made a motion to approve the Regular Meeting Minutes for June 12, 2008 as presented. The motion was seconded by Commissioner King.

**By a show of hands, all "In Favor" of the motion to Approve the June 12, 2008 Regular Meeting Minutes:**

- (1) Chairperson O'Neal;
- (2) Vice-Chair Smallwood;
- (3) Charles Gilmore;
- (4) Kristen Bergman;
- (5) Dusty Peck;
- (6) Bob Winchester;
- (7) Bob Sober;
- (8) Paula Wood;
- (9) Matt King;

**All Opposed:**

None;

**All Abstaining:**

- (10) Jim Turner; &
- (11) Michelle Cantrell.

**All not present during this vote:**

None.

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

### **3. Committee Reports**

#### **A. Historic Preservation Committee**

##### **i. Announcement of Conflict of Interest**

Chairperson O'Neal asked the Commission if anyone had a conflict of interest with any of the Certificate of Appropriateness (COA) requests. No one reported a conflict.

##### **ii. Applications for Certificate of Appropriateness**

Chairperson O'Neal briefly informed the COA applicants of the review procedures.

##### **1. 2132 E. 19<sup>th</sup> Street (Yorktown)**

**Applicant:** Pinnacle Properties

**Request:** Construct a new single family house on the lot according to plans submitted.

**COA Subcommittee Complete Application Date:**

07-08-2008

**APPROVED WITHOUT CONDITIONS**

Mr. Sharrer presented Pinnacle Properties' 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 site in Yorktown.

Mr. Sharrer stated that Contractor, Mr. Bill Butts plans to construct a new single family house on the lot according to the plans that he has submitted for its review. Mr. Sharrer stated that Mr. Butts came before the COA Subcommittee about two weeks ago for a preliminary review; and earlier this week he came before the COA Subcommittee for a review of recommendation; and now Mr. Butts is here for his final review on the new project.

Mr. Sharrer stated that the structure will be facing North on the proposed site plan. He presented to the committee some of the highlights of the structure stating:

- ◇ that the structure will have a detached garage located on the southwest corner of the house that sets back about 100 feet from the property, with a concrete drive;
- ◇ that the total height of the project from the ground to the ridge roof line is 24’;
- ◇ that Mr. Butts will install shingle siding with wide trim board painted white;
- ◇ that the front setback of the structure will be 26.5’, which is very close to the setbacks of neighboring houses;
- ◇ the windows will be vinyl with simulated divided lights and exterior raised muntins;
- ◇ the corbels will be cedar planks or shakes;
- ◇ the door will be solid wood; with a
- ◇ composition asphalt shingle roof.

Mr. Sharrer added that he had distributed a letter from the President of the Yorktown Neighborhood Association, Mark Radzinski, stating that he and the neighborhood association were supporting project. The letter encouraged the Tulsa Preservation Commission to support this project and issue a COA for the construction.

Mr. Sharrer read the appropriate design guidelines for this proposal for *New Construction in the Yorktown District*.

Chairperson O’Neal asked Vice-Chair Smallwood to please give her report of the recommendation from the COA Subcommittee.

Vice-Chair Smallwood stated that the COA Subcommittee considered Mr. Butts’ application to be complete after his proposal was reviewed at the July 8, 2008 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Mr. Butts’ proposal for *New Construction* in the Yorktown District.

Vice-Chair Smallwood made a motion to approve Mr. Butts’ application for New Construction as recommended above by the COA Subcommittee with the option that Mr. Butts uses corbels with cedar shakes. Commissioner King seconded.

Chairperson O’Neal opened the floor to the Commission for discussion on Mr. Butts’ proposal. The Commission further discussed Mr. Butts’ proposal and it also complimented him on his plans and drawings of the new project. Roll call was announced.

**By a show of hands, all “In Favor” of the motion to Approve Pinnacle Properties/Bill Butts’ application w/ an option to use cedar shakes:**

- (1) Chairperson O’Neal;
- (2) Vice-Chair Smallwood;
- (3) Charles Gilmore;
- (4) Kristen Bergman;
- (5) Dusty Peck;
- (6) Bob Winchester;
- (7) Bob Sober;
- (8) Paula Wood;
- (9) Matt King;
- (10) Jim Turner;
- (11) Michelle Cantrell.

**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 Pinnacle Properties/Bill Butts’ proposal based on guidelines for New Residential Construction for Yorktown Historical District.***

**2. 1759 S. Quincy Avenue (Swan Lake)**

Applicant: Tamme Saffa

Request: Construct a dry stacked limestone retaining wall along front property line.

COA Subcommittee Complete Application Date:

07-08-2008

**APPROVED WITHOUT CONDITIONS**

Mr. Sharrer presented Tamme Saffa'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 Ms. Saffa plans to construct a dry stacked limestone retaining wall along the front property line of the structure. He stated that the total height of the retaining wall including the cap will be 33". Mr. Sharrer stated that construction on this project occurred before a COA was submitted due to Ms. Saffa stating that she was not aware that a COA was necessary. Ms. Saffa's attorney, Jim Milton stated that there was no intent from Ms. Saffa to sidestep the Commission's review.

Mr. Sharrer read the guidelines for this proposal.

Chairperson O'Neal asked Vice-Chair Smallwood to please give her report of the recommendation from the COA Subcommittee.

Vice-Chair Smallwood stated that the COA Subcommittee considered Ms. Saffa's application to be complete upon review at the July 8, 2008 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Ms. Saffa's proposal for *New Construction* in the Swan Lake District.

Vice-Chair Smallwood made a motion to approve Ms. Saffa's application for New Construction as recommended above by the COA Subcommittee, with the option of omitting the cap. Commissioner Sober seconded.

Chairperson O'Neal opened the floor to the Commission for discussion on Ms. Saffa's proposal. The Commission further discussed Ms. Saffa's proposal and it also complimented her on her on how well the new project will look after completion.

Mr. Paul "Chip" Atkins, Former President of the Swan Lake Neighborhood Association, stated that he would like for the records to show that: Historic Preservation Staff, Kent Schell and Former TPC Commissioner David Breed told Ms. Saffa that she didn't need a COA to construct the dry stack limestone retaining wall in front of her property. Chairperson O'Neal thanked Mr. Atkins for this information.

Roll call was announced.

**By a show of hands, all “In Favor” of the motion to Approve Tamme Saffa’s application w/ an option to omit the proposed cap:**

- (1) Chairperson O’Neal;
- (2) Vice-Chair Smallwood;
- (3) Charles Gilmore;
- (4) Kristen Bergman;
- (5) Dusty Peck;
- (6) Bob Winchester;
- (7) Bob Sober;
- (8) Paula Wood;
- (9) Matt King;
- (10) Jim Turner;
- (11) Michelle Cantrell.

**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 Tamme Saffa’s proposal based on guidelines for New Construction in the Swan Lake Historic District.***

**3. 639 N. Cheyenne Avenue (Brady Heights)**

Applicant: Judy Crumrine

Request: Rebuild picket fence in front yard with 36” tall capped posts, 1 x 6 pickets and a double gate with center peak.

COA Subcommittee Complete Application Date:  
07-08-2008

Mr. Sharrer presented Judy Crumrine’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 Brady Heights.

Mr. Sharrer stated that Ms. Crumrine plans to rebuild the picket fence in the front yard with a 36" tall treated wood capped posts, 1 x 6 pickets and a double gate with a center peak. Ms. Crumrine's son, Tim Williams, was present to answer questions that were asked by the Commission.

Mr. Sharrer read the applicable guidelines for this proposal.

A Commissioner asked staff if there are other picket fences in the neighborhood like this proposal. Staff responded affirmatively.

Chairperson O'Neal asked Vice-Chair Smallwood to please give her report of the recommendation from the COA Subcommittee.

Vice-Chair Smallwood stated that the COA Subcommittee considered Ms. Crumrine's application to be complete upon review at the July 8, 2008 meeting. She stated that the COA Subcommittee recommended by a unanimous vote to approve Ms. Crumrine's proposal for *Additions* in the Brady Heights District.

Vice-Chair Smallwood made a motion to approve Ms. Crumrine's application for Additions as recommended by the COA Subcommittee. Commissioner Cantrell seconded.

Chairperson O'Neal opened the floor to the Commission for discussion on Ms. Crumrine's proposal. After the proposal was discussed in more detail and all questions from the Commission were answered, roll call was announced.

**By a show of hands, all "In Favor" of the motion to Approve Judy Crumrine's application:**

- (1) Chairperson O'Neal;
- (2) Vice-Chair Smallwood;
- (3) Charles Gilmore;
- (4) Kristen Bergman;
- (5) Dusty Peck;
- (6) Bob Winchester;
- (7) Bob Sober;
- (8) Paula Wood;
- (9) Matt King;
- (10) Jim Turner;
- (11) Michelle Cantrell.

**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 Judy Crumrine's proposal based on guidelines for Building Site, Paragraph #3 for Additions to Existing Structures in the Brady Heights Historic District.***

**B. Rules & Regulations Committee**

Committee Chairman Gilmore did not have any information to report.

**C. Outreach Committee**

Committee Chairperson Bergman reported that the next meeting for the Outreach Committee will be on Friday, July 18, 2008 at Camille's Restaurant at 11:30 a.m., on 15<sup>th</sup> Street.

Committee Chairperson Bergman reported that they had another very good meeting last month on the 20<sup>th</sup> of June. She stated that they have several action items that they're working on currently:

- ◇ Listing all the neighborhood association presidents and getting contact information from them;
- ◇ Staff is working on a grant for Will Rogers High School;
- ◇ The fact sheets previously discussed will be distributed every other month instead of monthly because there are so many events going on at this time; and;
- ◇ The committee is attempting to get a copy of Jim Lindbergh's teardowns presentation to post the website. Staff has contacted Mr. Lindbergh;
- ◇ Press events and membership events were held on June 25<sup>th</sup> by the American Institute of Architects (AIA), Tulsa Foundation for Architecture, and Art Deco Society. Commissioner Bergman said it was great meeting to see some Commissioners there. She stated that they need to get more people to attend and to join these organizations;

- ◇ Commissioner Bergman suggested a Trolley Tour of all of the historic districts for the 2009 TPC Retreat.

#### **4. Chair Report**

Chairperson O'Neal reported that she received an email from Commissioner Townsend asking her to bring up a couple of points to the Commission. Commissioner Townsend was attending a funeral and was unable to attend the meeting. Chairperson O'Neal stated:

- ◇ The Outreach Committee's one-sheets are great, but Commissioner Townsend inquired about other ways to get them to the general public beyond the TPC website. Outreach Committee Chairperson Bergman stated that the committee is in the process of getting contact information for neighborhood association presidents.
- ◇ When will the TPC do a press release on the story about Mt. Zion Baptist Church that the Commission found so moving? Outreach Committee Chairperson Bergman stated that the press releases will be done when Mt. Zion Baptist Church receives its destination.
- ◇ Has there has been any progress made on outreach to the Real Estate community? Outreach Committee Chairperson Bergman stated that Commissioner Hodgson was unable to attend the meeting; and that she did not have a report on the inquiry.
- ◇ Jim Turner's editorial for the Tulsa World; Commissioner Turner stated that he was in the process of working on the editorial.
- ◇ Members of the National Trust will receive The Preservation Magazine in the mail; and extra boxes of the magazine were ordered to give to friends, neighbors and also to neighborhood representatives.
- ◇ Charlotte Bonini with the National Trust and two of her aids were currently in Tulsa. The field session dry runs were all successful.
- ◇ August 27, 2008 – The Preservation Strategic Plan session with Nore' Winter and Carl Leith of Winter & Company will be held on August 27th. Time & Place will be announced later.
- ◇ On the Blog – Brady Heights Neighborhood District has been featured by Old House Magazine online as one of the best places in the US to buy an old house.

**5. Staff Report**

The July Staff Report was distributed to the Commission prior to this meeting by staff.

**6. Absence Report**

There were no absences to report.

**7. New Business**

None.

**8. Other Business**

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

None.

**9. Adjournment**

There being no other business, Chairperson O'Neal adjourned the meeting at noon. The Regular Tulsa Preservation Commission Meeting of July 10, 2008 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](mailto: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 0710 2008R TPC  
Minutes Approved by TPC on*