



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

**Thursday, August 13, 2009, 11:00 a.m.  
175 E. 2<sup>nd</sup> Street, 10<sup>th</sup> Floor North Conference Room  
Tulsa, OK 74103**

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

**Members Present:**

Vice-Chairman Bob Sober, Arts Commissioner;  
Charles Gilmore, Professional Developer;  
Mary Lee Townsend, Professional Historian;  
Kristen Bergman, Building Owner, Non-Residential;  
Anne Pollard, Community Group Resident;  
Pamela Curtis, Community Group Resident;  
Elizabeth A. Wright, Planning Commissioner;  
Jack Hodgson, Professional Real Estate Broker; &  
Jim Turner, Community Group Resident;

**Members Absent:**

Chair, Barbara Smallwood;  
Secretary, Paula Wood, Professional Tulsa Public Schools Rep.;  
Bob Winchester, Professional Banker;  
Breniss O'Neal; Community Group Resident;  
Robert Shears, Professional Landscape Architect; &  
Matt King, Professional Architect;

**Others Present:**

Patrick Boulden, Fannie Warrior, Amanda DeCort & Ed Sharrer.

## **2. Approval of Minutes of Previous Meeting of Regular Meeting Minutes for July 9, 2009;**

Vice-Chair Sober asked if anyone would like to make a motion to approve the Regular Meeting Minutes for July 9, 2009.

Commissioner Bergman made a motion to *Approve* the Regular Meeting Minutes for July 9, 2009 as presented. Commissioner Townsend seconded.

Vice-Chair Sober asked for roll call to be announced.

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

- (1) Vice-Chair Sober;
- (2) Charles Gilmore;
- (3) Mary Lee Townsend;
- (4) Kristen Bergman;
- (5) Elizabeth Wright;
- (6) Pamela Curtis;

### **All Opposed:**

None.

### **All Abstaining:**

- (7) Jack Hodgson; &
- (8) Anne Pollard

### **All not present during this vote:**

- (9) Jim Turner;

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

## **3. Discussion of Preservation Strategic Plan**

Vice-Chair Sober stated that he would like for Ms. DeCort to please go over the 67-page Preservation Strategic Plan with the Commission. He stated that the Commission was on a time line to have the plan completed by the September TPC meeting.

Ms. DeCort stated that she had emailed everyone a copy of the Preservation Strategic Plan; and that she would like to go over the plan with them at this meeting. She stated that she wanted everyone to

review the draft and make sure that they're satisfied with the contents of the plan. Ms. DeCort stated that the consultants would like to have the final draft plan by September as Vice-Chair Sober had mentioned for the final plan to be printed in October, 2009. She asked if anyone had any comments, suggestions, changes or additions that they would like to make to the plan.

The following modifications were discussed and made to the draft/plan:

- ✚ Need more titles with more energetic or catchy wordings;
- ✚ The Introduction should briefly state the purpose of the plan;
- ✚ Asked for a Conclusion;
- ✚ Executive Summary should be in the front;
- ✚ Credits can be in the back; &
- ✚ That it needs more References.

The Commission wasn't able to make all the necessary changes to the 67-page plan during this meeting; so a subcommittee has decided to meet next week. The Committee will go over the remaining material in the plan more thoroughly to finalize all the changes that they would like to make to the plan. The subcommittee has scheduled a meeting date on Friday, August 21, 2009 at 10:30 at City Hall.

#### **4. Discussion of Preservation Open House and Windows Workshops**

Ms. DeCort stated that the Brady Heights Neighborhood Association and the Outreach Committee of the Tulsa Preservation Commission are sponsoring two (2) special events next month, Wood Window Workshop Sessions and a Preservation Open House in Brady Heights. She stated that the workshops will teach participants the basics of historic wood window restoration; and that Bob Yapp, a master carpenter and former host of the radio show *The House Doctor* will be a keynote speaker at all of these workshop sessions. Cost is \$10 per person; and materials will be provided. Refreshments of food and drinks will be catered by Brady Heights Representative, Tim Williams. Ms. DeCort distributed registration forms to those who wanted to sign up early for the workshops. She stated that space is limited and that they're accepting registration forms on a first come – first serve basis.

The Scheduled Workshop Sessions will be held:

- ✚ Friday, Sept. 11, 8:00 a.m. to noon;
- ✚ Friday, Sept. 11, 1:00 p.m. -5:00 p.m. &
- ✚ Saturday, Sept. 12, 8:00 a.m. – noon.

Ms. DeCort stated that the Preservation Open House will be held at the Parish Church of St. Jerome at 205 W. King Street on Saturday, September 12, 2009 from 2:00 p.m. to 4:00 p.m. She stated that

keynote speaker, Bob Yapp will inform everyone of all the benefits regarding historic preservation with a fun, interactive talk, *Preservation Doesn't Cost – It Pays!* Ms. DeCort added that the Tulsa Preservation Commission will recognize this year's outstanding restoration projects and preservation advocacy efforts by presenting the 2009 TPC Preservation Awards.

Ms. DeCort stated that the Preservation Open House is free and open to the public with free refreshments that will be served after the Open House Awards have been distributed.

Ms. DeCort distributed copies of the Preservation Award Form for 2009 Call for Nominations. She asked the board members if they knew someone who's made a contribution to preservation in Tulsa and deserves to be recognized; and if they did, that they should nominate him or her for the Annual TPC Preservation Awards; and the winners will be honored at the 2009 Preservation Open House on September 12<sup>th</sup>.

Ms. DeCort stated that they needed volunteers to help set up and tear down the tables and chairs; and that they also need a greeter. Commissioner Wright announced that she believes that Mrs. Warrior would be the perfect greeter for the Open House event. Mrs. Warrior couldn't bear to turn down being the perfect greeter for this special event; so she has volunteered to be the Open House Greeter. It will be fun.

## **5. Committee Reports**

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

A subcommittee of the Historic Preservation Committee will meet on Friday, August 21, 2009 at 10:30 at City Hall focusing on the Preservation Strategic Plan/Draft.

### **B. Rules & Regulations Committee**

Rules & Regulations Committee Chairman Charles Gilmore reported that the Tulsa Metropolitan Area Planning Commission (TMAPC) has placed their request on its August 26, 2009 Agenda to review the TPC proposed quorum requirement change.

Chairman Gilmore stated that the Rules and Regulations Committee have scheduled some meetings that are going to take place later this month and next month. He stated that the meetings will focus on the review of the rules and regulations as a whole; the formal issuance of a Certificate of Appropriateness; zoning; and regarding to the

Architectural Glossary Terms for starters. He stated that the committee will meet at 3:00 p.m., on for the next four Thursdays: Aug. 20<sup>th</sup>, Aug. 27<sup>th</sup>, Sept. 3<sup>rd</sup> and Sept. 10<sup>th</sup>.

**C. Outreach Committee**

Outreach Committee Chairperson Kristen Bergman reported that the committee will meet on Thursday, August 20, 2009 at Elote, 5<sup>th</sup> & Boston at 11:30 a.m.

**6. Chair Report**

Vice-Chair Sober stated that we should hear back from the National Park Service about the 6<sup>th</sup> Street National Register Nomination in September.

Vice-Chair Sober explained to the Commission that because a historic structure is listed in the National Register doesn't mean that the property is historic preservation (hp) zoned.

**7. Staff Report**

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

Ms. DeCort reported that we have received next years' application from State Historic Preservation Office (SHPO) for Certified Local Government (CLG) funds.

Ms. DeCort reported that the Planning Department has a new intern. Jennifer Morrison will be working with staff for the Tulsa Preservation Commission. She will start work on Thursday August 20, 2009 working 8 hours a day only on Thursdays. The department is happy to have her.

**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.*

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, Vice-Chair Sober adjourned the meeting at 12:58 p.m. The Regular Tulsa Preservation Commission Meeting of August 13, 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](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 08 13 2009R TPC  
Minutes Approved by TPC on 09 10 2009*