1. **Roll Call** – Chairman Sober called the Regular Meeting to order at 4:33 p.m.

**Members Present**
Bob Sober, Chairman
Matt King, Vice-Chairman*
Kristen Bergman, Secretary
Charles Gilmore*
Susan McKee
Anne Pollard
Robert Shears
Barbara Smallwood
Mary Lee Townsend*

**Members Absent**
Pamela Curtis
Jack Hodgson
Jim Turner
Bob Winchester
Elizabeth Wright

**Staff Present**
Patrick Boulden, Amanda DeCort, Ed Sharrer

* Arrived late

2. **Approval of Regular Meeting Minutes of September 9, 2010**
Commissioner Townsend made a motion to approve the Regular Meeting Minutes for September 9, 2010 with corrections. Commissioner Smallwood seconded. Chairman Sober called for a vote on the motion. The motion was approved unanimously.
In Favor       Opposed       Abstaining       Not Present
1. Bergman        None            None             None
2. Gilmore        None            None             None
3. King           None            None             None
4. McKee          None            None             None
5. Pollard        None            None             None
6. Shears         None            None             None
7. Smallwood      None            None             None
8. Sober          None            None             None
9. Townsend

3. Committee Reports

A. Historic Preservation Committee

   i. Announcement of Conflict of Interest
      No one responded to having a conflict of interest with the proposal on the agenda.

   ii. Applications for Certificate of Appropriateness

      1. 1115 E. 20th Street (North Maple Ridge)
         Applicant: James P. Boswell
         Application Date: September 21, 2010

         Request, Part 1: Replace existing one-story addition, not original to house, with two-story addition at northeast corner of house according to plans submitted.

         Mr. Sharrer presented part one of Mr. Boswell’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Boswell was present to answer questions.

         Vice-Chairman King gave the COA Subcommittee report. The COA Subcommittee considered the application to be complete and recommended approval. King made a motion to approve the application with no conditions. Commissioner Townsend seconded the motion. Chairman Sober asked for a vote on the motion.
Vote: 1115 E. 20th Street, Part 1

In Favor Opposed Abstaining Not Present
1. Bergman None None None
2. Gilmore None None None
3. King None None None
4. McKee None None None
5. Pollard None None None
6. Shears None None None
7. Smallwood None None None
8. Sober None None None
9. Townsend None None None

The motion was Approved Unanimously by members present and voting.
North Maple Ridge Guidelines cited: B1.0.1 – B1.0.3, B1.2.1, B1.2.2, B1.3.2

Request, Part 2: Replace existing flat roof of second-story addition above porte-cochere on west elevation with hipped roof.

Mr. Sharrer presented part two of Mr. Boswell’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district.

Vice-Chairman King gave the COA Subcommittee report. The COA Subcommittee considered the application to be complete and recommended approval. King made a motion to approve the application with no conditions. Commissioner Townsend seconded the motion. Chairman Sober asked for a vote on the motion.

Vote: 1115 E. 20th Street, Part 2

In Favor Opposed Abstaining Not Present
1. Bergman None None None
2. Gilmore None None None
3. King None None None
4. McKee None None None
5. Pollard None None None
6. Shears None None None
7. Smallwood None None None
8. Sober None None None
9. Townsend None None None

The motion was Approved Unanimously by members present and voting.
North Maple Ridge Guidelines cited: B1.3.1, B1.3.2
B. Rules and Regulations Committee
   No report.

C. Outreach Committee
   Commissioner Bergman reported that a postcard will be mailed tomorrow to
   every property in the five HP Zoned neighborhoods reminding the property
   owners of the zoning requirements. The goal is to help prevent work from
   occurring before coming to the Commission for review.

D. Implementation Committee
   No report.

E. Enforcement Committee
   Commissioner King reported that all the committee chairs met to compare
   notes on their activities to avoid duplication. He plans to meet with the Lead
   Inspector for the City of Tulsa to discuss enforcement procedures.

4. Chair Report
   Chairman Sober reported on the results of the City Council Meeting of September 21
   when the Council heard two requests from the TPC. The first request, for a small area
   plan for the Utica Avenue corridor, was sent to committee for discussion on Tuesday,
   October 5. The second request, for a study of the Zoning Code relating to the
   boundaries of HP Zoning districts, was approved and forwarded to the Tulsa
   Metropolitan Area Planning Commission. Chairman Sober thanked Mr. Sharrer for
   speaking on behalf of the TPC.

5. Staff Report
   Ms. DeCort reported on staff’s work with Whittier Square, Rentie Grove Baptist
   Church, ongoing surveys, downtown feeder neighborhoods, and Sunset Park.

A. Revising Order of Regular Meeting Agenda Items
   Ms. DeCort presented to the Commission a proposal to revise the order of its
   regular meeting agenda. The revised order would move all actionable items to
   the top of agenda, with presentations and committee reports to follow. Ms.
   DeCort proposed the changes to minimize the amount of time that citizens
   and guests would have to wait before their business is acted upon.

   Commissioner Gilmore made a motion to approve the proposal from staff and
   to suspend the Rules & Regulations regarding the order of agendas so that
   staff’s proposal could be implemented immediately. Commissioner Townsend
   seconded the motion. Chairman Sober asked for a vote on the motion.
Vote: Revising Order of Regular Meeting Agenda Items

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

6. **New Business**

Commissioner Bergman announced two events to the Commission. Tedx Tulsa will take place on Thursday, September 30 at 6:00pm at the Tulsa Community College Center for Creativity. Commissioner Bergman will emcee the event. Also, the Tulsa Foundation for Architecture Awards will be presented on Thursday, September 30 at 7:00pm in the Williams Center Atrium.

Commissioner Pollard announced that the Kendall-Whittier Fab Lab was successful in its request of the Board of Adjustment for a parking variance at the Fab Lab property at 710 South Lewis. With the variance granted, plans for the facility can move forward. Equipment is on order from M.I.T. and the soft opening of the facility should take place in November 2010.

7. **Adjournment**

Chairman Sober adjourned the meeting at 5:13 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of September 28, 2010 were recorded. The meeting minutes were transcribed by Ed Sharrer. Minutes approved by the TPC on October 14, 2010.