



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Tuesday, November 9, 2010, 11:00 a.m.

City Hall @ One Technology Center, 175 E. 2nd Street
10th Floor North Conference Room

THE AGENDA FOR THIS MEETING WAS POSTED AT THE OFFICE OF THE TULSA CITY CLERK, 175 EAST SECOND ST., TULSA OKLAHOMA, IN COMPLIANCE WITH THE OPEN MEETING ACT ON NOVEMBER 5, 2010 AT 10:42 AM.

A. Opening Matters

1. Call to Order and Verification of Quorum

Chairman Sober called the Regular Meeting to order at 11:00 a.m.

Members Present

Bob Sober, Chairman
Matt King, Vice-Chairman*
Kristen Bergman, Secretary
Pamela Curtis*
Charles Gilmore
Susan McKee
Anne Pollard*
Robert Shears
Barbara Smallwood
Mary Lee Townsend*
Jim Turner*
Elizabeth Wright

Members Absent

Jack Hodgson
Bob Winchester

Staff Present

Patrick Boulden, Amanda DeCort, Ed Sharrer
* Arrived late

2. Approval of Regular Meeting Minutes of October 26, 2010

Commissioner Smallwood made a motion to approve the Regular Meeting Minutes for October 26, 2010. Commissioner Gilmore seconded. Chairman Sober called for a vote on the motion. The motion was approved by majority.

In Favor

- 1. Bergman
- 2. Gilmore
- 3. McKee
- 4. Shears
- 5. Smallwood
- 6. Sober

Opposed

None

Abstaining

- 1. Wright

Not Present

- 1. Curtis
- 2. King
- 3. Pollard
- 4. Townsend
- 5. Turner

3. Disclosure of Conflicts of Interest

No one reported a conflict of interest with the proposals on the agenda.

B. Actionable Items

1. COA-10-035 / 1014 N. Cheyenne Avenue (Brady Heights)

Applicants: David R. Smith

Application Date: November 9, 2010

Request, Part 1: Install wooden hand rail at front porch steps according to plans submitted.

Mr. Sharrer presented Part 1 of Mr. Smith’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Smith was present to answer questions. Commissioner Smallwood made a motion to approve the application with no conditions. Commissioner McKee seconded the motion. Chairman Sober asked for a vote on the motion.

Vote: 1014 N. Cheyenne Ave, Part 1

In Favor

- 1. Bergman
- 2. Curtis
- 3. Gilmore
- 4. King
- 5. McKee
- 6. Pollard
- 7. Shears
- 8. Smallwood
- 9. Sober
- 10. Townsend
- 11. Wright

Opposed

None

Abstaining

None

Not Present

- 1. Turner

The motion was **Approved Unanimously** by members present and voting.
Brady Heights Guidelines cited: Additions, Porches, Item 1.

Request, Part 2: Install wooden hand rail at steps to city sidewalk according to plans submitted.

Mr. Sharrer presented Part 2 of Mr. Smith's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. The Commission requested clarification from a Building Code Inspector as to whether the proposed hand rail is required by code.

Commissioner Townsend made a motion to continue the application to the next TPC Regular Meeting. Commissioner King seconded the motion. Chairman Sober asked for a vote on the motion.

Vote: 1014 N. Cheyenne Ave, Part 2

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	1. Turner
2. Curtis			
3. Gilmore			
4. King			
5. McKee			
6. Pollard			
7. Shears			
8. Smallwood			
9. Sober			
10. Townsend			
11. Wright			

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

Request, Part 3: Repair existing back porch with new cement shake shingles.

Mr. Sharrer presented Part 3 of Mr. Smith's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Commissioner Pollard made a motion to approve the application with no conditions. Commissioner King seconded the motion. Chairman Sober asked for a vote on the motion.

Vote: 1014 N. Cheyenne Ave, Part 3

In Favor

1. Bergman
2. Curtis
3. Gilmore
4. King
5. McKee
6. Pollard
7. Shears
8. Smallwood
9. Sober
10. Townsend
11. Wright

Opposed

None

Abstaining

None

Not Present

1. Turner

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

Brady Heights Guidelines cited: Porches Preferred Option, 1-2; Second Preference, 1

2. Discussion and Possible Action on Commissioner Communications with the Media

Commissioner King facilitated the discussion on the topic of recent media coverage of the TPC. Questions had been raised by some Commissioners over specific projects and community members being mentioned in recent *Tulsa World* articles on the Zoning Code study requested by the TPC. Commissioner King stressed that the Commission's position on any topic only exists if voted upon at a Commission meeting according to the Open Meetings Act. One should never speak for the Commission or represent its position – the Commission speaks for itself via actions taken at public meetings.

Commissioner Bergman stated her opinion that the Commission's reputation has suffered due to the recent media coverage. She noted that the one specific request of the Commission, as voted upon at a TPC meeting, was not followed. The very thing the Commission wanted to avoid – projects or people being singled out in the media – ended up occurring. Commissioner McKee said the reporter had much of the demolition request information in advance.

Commissioner Pollard noted that if a TPC officer speaks on behalf of the Commission, that person is speaking on her behalf without her knowledge, and she is culpable for any resulting actions. She recommended routing all media requests through TPC staff.

Commissioner Turner noted that he was hearing for the first time that meetings between TPC officers, local developers, and elected officials had taken place, which is atypical for the Commission. Commissioner King stated that he would work closely with staff next year.

C. Presentations and Reports

1. Staff Report

No report. Ms. DeCort circulated a card for Rex Ball for Commissioners to sign.

2. Chair Report

Chairman Sober reported that the Nominating Committee appointments have been made and the group will meet in order to nominate 2011 officer candidates at the November 23 TPC Regular Meeting.

3. Committee Reports

a. Implementation Committee

Commissioner Smallwood reported that the TPC's requested ordinance changes were approved by the Tulsa Metropolitan Area Planning Commission by a vote of 10-1 and will be forwarded to City Council for public hearing and adoption in December.

She also reported the formation of a Design Guidelines Subcommittee to review and recommend updates to the design guidelines. Members include herself, Commissioner Bergman, and TPC staff. She asked Commissioners McKee and Turner to serve on the Subcommittee. Both accepted. The Subcommittee will meet on December 2nd.

b. Rules and Regulations Committee

Commissioner Gilmore reported that the committee met to discuss the issues raised by Mr. Vaughn at the October 14th Commission meeting. The decision by the committee, with feedback from District 9 City Councilor G.T. Bynum, was to leave the Rules and Regulations unchanged concerning the percentage of property owners needed to recommend approval of an application for Historic Preservation Zoning.

c. Outreach Committee

Commissioner Bergman reported that the committee would not be meeting next week as regularly scheduled.

d. Historic Preservation Committee

Commissioner King reported that the current TPC Officers and staff had a breakfast meeting to discuss projects that will carry over into the new calendar year. Of note was the possible application for Historic Preservation Zoning by Sunset Park, which will be processed by the Historic Preservation Committee.

e. Enforcement Committee

No report.

D. New Business

None.

E. Announcements and Future Agenda Items

Commissioner Bergman announced the Holiday Party would be held at Commissioner McKee's house immediately following the December 9 Regular Meeting.

Mr. Boulden reminded the Commission that emails and electronic communication are covered by the Open Meetings Act. Hitting "reply all" to an email sent to the entire Commission should be avoided.

Commissioner Curtis mentioned that Catholic Charities is getting appraisals on their four vacated properties in Brady Heights to aid in their sale. She feels as though Catholic Charities is still amenable to preserving and selling the structures.

Commissioner McKee requested that a discussion of the proposed Zoning Code amendment regarding PUDs that is scheduled by public hearing at the Tulsa Metropolitan Area Planning Commission on December 7 be added to the TPC's November 23 meeting agenda.

F. Adjournment

Chairman Sober adjourned the meeting at 12:48 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of November 9, 2010 were recorded. The meeting minutes were transcribed by Ed Sharrer. Minutes approved by the TPC on November 23, 2010.