



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**Thursday, March 10, 2011, 11:00 a.m.**  
City Hall @ One Technology Center, 175 E. 2<sup>nd</sup> Street  
10<sup>th</sup> 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 MARCH 9, 2011 AT 10:42 AM.

### A. Opening Matters

#### 1. Call to Order and Verification of Quorum

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

##### Members Present

Matt King, Chairman  
Kristen Bergman, Vice-Chair  
Charles Gilmore  
Jack Hodgson  
Susan McKee  
Anne Pollard  
Barbara Smallwood  
Jim Turner

##### Members Absent

Robert Shears, Secretary  
Pamela Curtis  
Mary Lee Townsend

##### Staff Present

Patrick Boulden, Ed Sharrer  
\* Arrived late

#### 2. Approval of Regular Meeting Minutes of February 22, 2011

Commissioner Gilmore made a motion to approve the Regular Meeting Minutes for February 22, 2011. Commissioner Pollard seconded. Chairman King called for a vote on the motion. The motion was approved by majority of members present.

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	1. Hodgson	None
2. Gilmore		2. McKee	
3. King		3. Turner	
4. Pollard			
5. Smallwood			

**3. Disclosure of Conflicts of Interest**

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

**B. Actionable Items**

**1. COA-11-008 / 1569 Swan Drive (Swan Lake)**

Applicants: D. Thomas & Caroline B. Benediktson

Request: Replace three deteriorated, 15-light doors on second story above garage with three 9/6 vinyl windows (same window specifications as windows on rest of house).

Mr. Sharrer presented the Benediktsons' Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Benediktson was present to answer questions. Commissioner Smallwood made a motion to approve the application with no conditions. Commissioner Pollard seconded the motion. Chairman King asked for a vote on the motion.

Vote: 1569 Swan Drive

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Gilmore			
3. Hodgson			
4. King			
5. McKee			
6. Pollard			
7. Smallwood			
8. Turner			

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

Swan Lake Guidelines cited: A1.2.1, A1.2.5

**2. COA-11-009 / 320 E. 19<sup>th</sup> Street (North Maple Ridge)**

Applicant: Kelly Ishmael

Request: Modify pitch of shed roof on previous addition to rear elevation of house.

Mr. Sharrer presented Ms. Ishmael’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Ms. Ishmael was present to answer questions. After discussion, Chairman Turner made a motion to approve the application with no conditions. Commissioner Smallwood seconded the motion. Chairman King asked for a vote on the motion.

Vote: 320 E. 19<sup>th</sup> Street

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Gilmore			
3. Hodgson			
4. King			
5. McKee			
6. Pollard			
7. Smallwood			
8. Turner			

The motion was **Approved Unanimously** by members present and voting.  
North Maple Ridge Guidelines cited: A1.0.1

**3. COA-11-010 / 758 N. Denver Avenue (Brady Heights)**

Applicant: Ricardo Collins  
Request: Construct wooden handicap ramp connecting to north end of screened front porch according to plans submitted.

Mr. Sharrer presented Mr. Collins’ Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Collins was not present. After discussion, Commissioner Pollard made a motion to approve the application with no conditions. Commissioner Smallwood seconded the motion. Chairman King asked for a vote on the motion.

Vote: 758 N. Denver Avenue

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Gilmore			
3. Hodgson			
4. King			
5. McKee			
6. Pollard			
7. Smallwood			
8. Turner			

The motion was **Approved Unanimously** by members present and voting.  
Brady Heights Guidelines cited: Guidelines for Additions, Porches, Item 2

4. **COA-11-011 / 2128 E. 20<sup>th</sup> Street** (Yorktown)

Applicant: Jessie Baker

**Request, Part 1:** Replace existing double-hung wood windows on east and west elevations with new double-hung, aluminum-clad, wood windows with exterior muntins, matching existing sizes and muntin patterns.

Mr. Sharrer presented both parts of Ms. Baker's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Ms. Baker was present to answer questions. Commissioner Turner made a motion to approve the application with no conditions. Commissioner Hodgson seconded the motion. Chairman King asked for a vote on the motion.

Vote: 2128 E. 20<sup>th</sup> Street, Part 1

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Gilmore			
3. Hodgson			
4. King			
5. McKee			
6. Pollard			
7. Smallwood			
8. Turner			

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

Yorktown Guidelines cited: A1.2.1, A1.2.3, A1.2.4

**Request, Part 2:** Replace existing basement windows on east elevation with sliding fiberglass composite windows (Pella Impervia).

Commissioner Pollard made a motion to approve the application with no conditions. Commissioner Turner seconded the motion. Chairman King asked for a vote on the motion.

Vote: 2128 E. 20<sup>th</sup> Street, Part 2

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Gilmore			
3. Hodgson			
4. King			
5. McKee			
6. Pollard			
7. Smallwood			
8. Turner			

The motion was **Approved Unanimously** by members present and voting.  
Yorktown Guidelines cited: A1.2.1, A1.2.3, A1.2.4

**5. COA-11-012 / 1517 S. Yorktown Avenue** (Yorktown)

Applicants: Kelly & Virginie Gill

**Work completed prior to COA application**

Request: Replace existing, deteriorated wood windows with new vinyl windows, exterior muntins to match existing patterns.

Mr. Sharrer presented the Gill's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. The applicants were not present. After discussion, Commissioner Smallwood made a motion to approve the application with no conditions. Commissioner Pollard seconded the motion. Chairman King asked for a vote on the motion.

Vote: 1517 S. Yorktown Avenue

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Gilmore			
3. Hodgson			
4. King			
5. McKee			
6. Pollard			
7. Smallwood			
8. Turner			

The motion was **Approved Unanimously** by members present and voting.  
Yorktown Guidelines cited: A1.2.1, A1.2.3, A1.2.4

**6. COA-11-007 / 1844 E. 16<sup>th</sup> Place** (Yorktown)

Applicant: Mary deCamp Miller

**Continued from February 22, 2011 Regular Meeting**

Request: Replace existing jailhouse-pattern wood windows with new vinyl windows, exterior muntins to match existing.

Mr. Sharrer presented Ms. Miller's Certificate of Appropriateness application to the Commission with additional information from the previous meeting and read the applicable guidelines for this district. Ms. Miller was not present. Commissioner McKee made a motion to deny the application. Commissioner Smallwood seconded the motion. Chairman King asked for a vote on the motion.

Vote: 1844 E. 16<sup>th</sup> Place

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. McKee 2. Smallwood	1. Bergman 2. Gilmore 3. Hodgson 4. King 5. Pollard 6. Turner	None	None

The motion to **Deny** failed.

Commissioner Pollard made a motion to approve the application with no conditions. Chairman King seconded the motion. Chairman King asked for a vote on the motion.

Vote: 1844 E. 16<sup>th</sup> Place

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman 2. Gilmore 3. Hodgson 4. King 5. Pollard 6. Turner	1. McKee 2. Smallwood	None	None

The motion was **Approved by Majority** of members present and voting.  
Yorktown Guidelines cited: A1.2.1, A1.2.3, A1.2.4

**7. Letter of Support of a Route 66 Corridor Preservation Grant to Restore the Façade of the International Harvester Building, 2<sup>nd</sup> & Frankfort (Staff)**

Mr. Sharrer reported that the owner of the building at 2<sup>nd</sup> & Frankfort which used to be an International Harvester dealership is applying for a Route 66 Corridor Preservation Grant in order to restore the front façade. Specifically, the owner plans to remove the existing paint from the masonry on the front façade. Mr. Sharrer asked the Commission to consider submitting a letter of support for the project with the building owner's grant application package. Commissioner Smallwood made a motion to direct staff to prepare and submit a letter of support for the project. Commissioner Pollard seconded the motion. Chairman King asked for a vote on the motion.

Vote: Letter of Support, Internation Harvester Building

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Gilmore			
3. Hodgson			
4. King			
5. McKee			
6. Pollard			
7. Smallwood			
8. Turner			

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

### C. Reports

#### 1. Staff Report

No report.

#### 2. Chair Report

No report.

#### 3. Committee Reports

##### a. Rules & Regulations

Commissioner Gilmore reported that the committee would meet on Wednesday, March 23<sup>rd</sup> at 10:30am.

##### b. Outreach

Commissioner Bergman distributed a copy of the Outreach Committee Communications Plan for 2011 to the Commission. She reported that the major focus of the Outreach Committee this year is neighborhood relations, with five action items dedicated toward that endeavor.

Commissioner Pollard noted that Commissioners Hodgson and Turner, along with TPC Staff, conducted an excellent continuing education class on Historic Preservation for the Greater Tulsa Association of Realtors the previous day.

##### c. Design Guidelines

Commissioner Smallwood reported that the Design Guidelines committee would meet on Thursday, March 17th.

**D. New Business**

None.

**E. Announcements and Future Agenda Items**

None.

**F. Adjournment**

Chairman King adjourned the meeting at 11:52 a.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of March 10, 2011 were recorded. The meeting minutes were transcribed by Ed Sharrer. Minutes approved by the TPC on March 22, 2011.