A. Opening Matters

1. Call to Order and Verification of Quorum
   In the absence of Chairman Matt King, Past Chairwoman Barbara Smallwood agreed to chair the meeting. Commissioner Smallwood called the Regular Meeting to order at 11:03 a.m.

   **Members Present**
   - Robert Shears, Secretary
   - Charles Gilmore
   - Jack Hodgson
   - Susan McKee
   - Anne Pollard
   - Barbara Smallwood
   - Mary Lee Townsend
   - Jim Turner*

   **Members Absent**
   - Matt King, Chairman
   - Kristen Bergman, Vice-Chair

   **Staff Present**
   - Patrick Boulden, Amanda DeCort
   - * Arrived late

2. Approval of Regular Meeting Minutes of April 26, 2011
   Commissioner McKee noted an error in the minutes. Commissioner Townsend made a motion to approve the Regular Meeting Minutes for April 26, 2011 with the correction requested by McKee. Commissioner Hodgson seconded. Commissioner Smallwood called for a vote on the motion. The motion was approved unanimously by members present.
### In Favor
1. Gilmore
2. Hodgson
3. McKee
4. Pollard
5. Shears
6. Smallwood
7. Townsend

### Opposed
None

### Abstaining
None

### Not Present
1. 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-11-023 / 1128 E. 16th Street** (North Maple Ridge)
   - **Applicant:** Orpha Harnish
   - **Work started prior to COA application**
   - **Request:** Modify gate design for fence in front yard; add second gate.

   Ms. DeCort presented Ms. Harnish’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Ms. Harnish and her tenant, Mr. Rueb, were present to answer questions. The Commissioners felt as though the gate presented was in keeping with the ranch style of the home. Ms. DeCort circulated a drawing submitted by Mr. Rueb. Commissioner Pollard made a motion to approve the application. Commissioner Gilmore seconded the motion. Commissioner McKee asked for clarification that the motion included both the existing gate and the new gate. Commissioner Smallwood asked for a vote on the motion.

   **Vote: 1128 E 16th Street**
   - **In Favor**
     1. Gilmore
     2. Hodgson
     3. McKee
     4. Pollard
     5. Shears
     6. Smallwood
     7. Turner
   - **Opposed**
     1. Townsend
   - **Abstaining**
     None
   - **Not Present**
     None

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

North Maple Ridge Guidelines cited: A1.0.1, B1.1.3
C. Reports

1. Staff Report
Ms. DeCort reported that this year’s Statewide Preservation Conference, Wide Open for Preservation, would be held in Guymon June 6th through June 8th. Commissioner Townsend expressed interest in attending.

Ms. DeCort reported that Preservation Leadership Training/Advanced class is coming to Tulsa in August. She asked that any Commissioners interested in attending to please contact her. Commissioner Pollard expressed interest in participating. Ms. DeCort asked the Commissioners to please plan to attend the Community Presentation at the end of the PLT session.

Ms. DeCort reported that the bids for the Greenwood Historic District National Register Nomination came in much higher than anticipated. She will keep the Commission apprised as to whether funds are available. She reported that because the Greenwood nomination is still undetermined, the Commission’s discussion on budget is delayed to the May 24th meeting.

Ms. DeCort reported that the City Council voted on an amendment to the Planned Unit Development (PUD) section of the Zoning Code at its Regular Meeting on Thursday, May 5th. The City Council voted to amend the Zoning Code but with a 6-month sunset clause. Mr. Boulden explained the sunset clause.

Ms. DeCort also reported that Libby Nash was recommended as the COA Subcommittee representative for Gillette. Commissioner Townsend suggested that the Commission vote on the matter under New Business.

2. Chair Report
No report.

3. Committee Reports
   a. Rules & Regulations
      Commissioner Gilmore reported that the committee was reworking the section on Zoning Map Amendments and would report more details after the committee’s next meeting.

   b. Outreach
      Ms. DeCort reported that the committee is coordinating a trolley tour of downtown Tulsa for realtors to be held May 25th.

   c. Design Guidelines
      Commissioner Smallwood reported that the Design Guidelines committee did not meet last week. The committee should have a draft of the updated guidelines to share with the Commission in May or June.
D. New Business

Ms. DeCort reported that Gillette Neighborhood Association President Alan English has asked that Gillette resident Libby Nash be appointed to serve on the COA Subcommittee. Commissioner Pollard asked Ms. DeCort to read the letter aloud. Commissioner Townsend made a motion to approve the request. Commissioner McKee seconded. Commissioners Smallwood called for a vote. The motion was approved unanimously by members present.

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<th>In Favor</th>
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E. Announcements and Future Agenda Items

Commissioner Smallwood announced that the Tulsa Foundation for Architecture is holding an Open House event at 1200 E. 21st Place.

Commissioner Turner reported that he is participating on the Downtown Housing Task Force, and that the Task Force has earmarked approximately $3 million in funds to stimulate downtown housing development.

F. Adjournment

Commissioner Smallwood adjourned the meeting at 11:29 a.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of May 12, 2011 were recorded. The meeting minutes were transcribed by Amanda DeCort. Minutes approved by the TPC on May 24, 2011.