



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Thursday, June 9, 2011, 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 JUNE 7, 2011 AT 2:21 PM.

A. Opening Matters

1. Call to Order and Verification of Quorum

Vice-Chair Bergman called the Regular Meeting to order at 11:00 a.m.

Members Present

Kristen Bergman, Vice-Chair
Robert Shears, Secretary
Charles Gilmore
Jack Hodgson
Susan McKee
Anne Pollard
Barbara Smallwood
Mary Lee Townsend*
Jim Turner

Members Absent

Matt King, Chairman

Staff Present

Patrick Boulden, Ed Sharrer
* Arrived late

2. Approval of Regular Meeting Minutes of May 24, 2011

Commissioner Smallwood made a motion to approve the Regular Meeting Minutes for May 24, 2011. Commissioner Gilmore seconded. Vice-Chair Bergman called for a vote on the motion. The motion was approved by majority of members present.

In Favor

- 1. Bergman
- 2. Gilmore
- 3. Hodgson
- 4. Pollard
- 5. Shears
- 6. Smallwood

Opposed

None

Abstaining

- 1. McKee
- 2. Turner

Not Present

- 1. Townsend

3. Disclosure of Conflicts of Interest

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

B. Actionable Items

1. COA-11-028 / 1715 S. Yorktown Avenue (Yorktown)

Applicant: Miranda Ruleford

COA Subcommittee Review Date: N/A

Request: Replace existing windows with vinyl windows in 2/2 pattern with exterior muntins. Relocate two original 2/2 windows to west elevation of garage.

Mr. Sharrer presented Ms. Ruleford's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Ms. Ruleford was present to answer questions.

Commissioner Smallwood made a motion to approve the application with no conditions. Commissioner McKee seconded the motion. Vice-Chair Bergman asked for a vote on the motion.

Vote: 1715 S. Yorktown Avenue

In Favor

- 1. Bergman
- 2. Gilmore
- 3. Hodgson
- 4. McKee
- 5. Pollard
- 6. Shears
- 7. Smallwood
- 8. Townsend
- 9. Turner

Opposed

None

Abstaining

None

Not Present

None

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

Yorktown Guidelines cited: E1.0.1 - E1.0.4, A1.0.1, A1.2.1, A1.2.3 - A1.2.5

2. COA-11-029 / 1611 S. Trenton Avenue (Swan Lake)

Applicant: Paula Rogge

COA Subcommittee Review Date: N/A

Request: Replace existing asphalt shingle roof with metal shingle roof.

Mr. Sharrer presented Ms. Rogge's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Ms. Rogge was unable to attend the meeting.

Commissioner Gilmore made a motion to continue the application to the next regular meeting in order to see a sample of the roofing material. Commissioner Hodgson seconded the motion. Vice-Chair Bergman asked for a vote on the motion.

Vote: 1611 S. Trenton 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. McKee			
5. Pollard			
6. Shears			
7. Smallwood			
8. Townsend			
9. Turner			

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

3. COA-11-030 / 1747 S. Xanthus Avenue (Yorktown)

Applicant: Martin R. Steinmetz

COA Subcommittee Review Date: N/A

Request: Install 4.5" vinyl siding over the existing wood lap siding around the entire house.

Mr. Sharrer presented Mr. Steinmetz's Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Steinmetz was unable to attend the meeting.

Commissioner Pollard made a motion to approve the application with no conditions. Commissioner Gilmore seconded the motion. Vice-Chair Bergman asked for a vote on the motion.

Vote: 1747 S. Xanthus Avenue

In Favor

None

Opposed

1. Bergman
2. Gilmore
3. Hodgson
4. McKee
5. Pollard
6. Shears
7. Smallwood
8. Townsend
9. Turner

Abstaining

None

Not Present

None

The motion failed.

Commissioner Townsend made a motion to deny the application due to the size of the proposed vinyl siding not matching the size of the existing lap siding. Commissioner Turner seconded the motion, noting his concerns about the trim detailing of the siding. Vice-Chair Bergman asked for a vote on the motion.

Vote: 1747 S. Xanthus Avenue

In Favor

1. Bergman
2. Gilmore
3. Hodgson
4. McKee
5. Pollard
6. Shears
7. Smallwood
8. Townsend
9. Turner

Opposed

None

Abstaining

None

Not Present

None

The motion **to Deny** was **Approved Unanimously** by members present and voting.
Yorktown Guidelines cited: E1.0.1 – E1.0.4, A.1.1.4

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 Thursday, June 16 to continue revising the Rules & Regulations.

b. Outreach

Commissioner Bergman reported that the committee would meet on Thursday, June 16th at 11:30 at Elote Café. Commissioner Hodgson reported that he has received glowing reports from his colleagues at the Greater Tulsa Association of Realtors (GTAR) regarding the downtown tour that TPC staff conducted for GTAR Edutainment Day.

c. Design Guidelines

Commissioner Bergman reported that the committee would meet Tuesday, June 14 from 3:00 – 4:30pm to continue its work on a draft update of the design guidelines.

D. New Business

None.

E. Announcements and Future Agenda Items

None.

F. Adjournment

Vice-Chair Bergman adjourned the meeting at 11:35 a.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of June 9, 2011 were recorded. The meeting minutes were transcribed by Ed Sharrer. Minutes approved by the TPC on June 28, 2011.