



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Tuesday, September 27, 2011, 4:30 p.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 SEPTEMBER 26, 2011 AT 12:42 PM.

A. Opening Matters

1. Call to Order and Verification of Quorum

Chairman King called the Regular Meeting to order at 4:47 p.m.

Members Present

Matt King, Chairman
Kristen Bergman, Vice-Chair
Robert Shears, Secretary
Charles Gilmore
Susan McKee
Anne Pollard
Barbara Smallwood
Mary Lee Townsend
Jim Turner

Members Absent

Jack Hodgson

Staff Present

Amanda DeCort, Bob Edmiston, Ed Sharrer
* Arrived late

2. Approval of Regular Meeting Minutes of September 8, 2011

Commissioner Bergman made a motion to approve the Regular Meeting Minutes for September 8, 2011. Commissioner Smallwood seconded. Chairman King called for a vote on the motion. The motion was approved unanimously by members present.

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

3. Disclosure of Conflicts of Interest

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

B. Actionable Items

1. COA-11-039 / 225 E. 20th Street (North Maple Ridge)

Applicant: Jules Merenda

COA Subcommittee Review Date: September 20, 2011

Work started prior to COA application

Request: Extend front porch to the east to connect with side porch, flooring and railing to match existing.

Mr. Sharrer reported that the applicant asked for a continuation of their application. Commissioner Townsend made a motion to continue the application to the next TPC Meeting on October 13th. Commissioner Smallwood seconded the motion. Chairman King asked for a vote on the motion.

Vote: 225 E. 20th Street

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

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

C. Reports

1. Committee Reports

a. Outreach

1. Tulsa Preservation Awards

Ms. DeCort presented Katie Fox with her Tulsa Preservation Award for her interior design work on the Robinson Packer Lofts.

b. Rules & Regulations

No report.

c. Design Guidelines

Commissioner Bergman reported that staff met with residents of Maple Ridge regarding the Unified Design Guidelines project. The meeting was so well attended, it had to be moved to a larger room. Staff will meet with the other four HP-zoned districts over the coming few weeks, culminating with a public meeting on Tuesday, October 11 at 6:00pm.

2. Staff Report

a. Discussion of Conflict of Interest

Mr. Edmiston led a discussion of each Commission member's responsibility to be impartial at public gatherings where TPC business is discussed. He reminded the Commission that they can attend public meetings, but to not express their position on the issues in order to maintain the appearance of impartiality. Otherwise, a Commission member should recuse himself or herself from the vote on the issue when it is taken up at a Commission meeting.

3. Chair Report

No report.

D. New Business

None.

E. Announcements and Future Agenda Items

Ms. DeCort announced that the National Trust for Historic Places has reorganized, which includes closing and restructuring their regional offices. Several positions at the Trust have been eliminated. In addition, Ms. DeCort notified the Commission that Monica Hamilton in the Mayor's Office should be contacting each of them in the next week or so concerning their reappointments.

F. Adjournment

Chairman King adjourned the meeting at 5:22 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of September 27, 2011 were recorded. The meeting minutes were transcribed by Ed Sharrer. Minutes approved by the TPC on October 13, 2011.