



TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES

Thursday, December 8, 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 DECEMBER 6, 2011 AT 4:15 PM.

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
Robert Shears, Secretary
Jack Hodgson
Susan McKee
Barbara Smallwood
Mary Lee Townsend
Jim Turner

Members Absent

Kristen Bergman, Vice-Chair

Staff Present

Amanda DeCort, Bob Edmiston, Ed Sharrer
* Arrived late

2. Approval of Regular Meeting Minutes of November 10, 2011

Commissioner Townsend made a motion to approve the Regular Meeting Minutes for November 10, 2011. Commissioner Smallwood seconded. Chairman King called for a vote on the motion. The motion was approved by majority of members present.

In Favor

- 1. Hodgson
- 2. Shears
- 3. Smallwood
- 4. Townsend

Opposed

None

Abstaining

- 1. King
- 2. McKee
- 3. Turner

Not Present

None

3. Disclosure of Conflicts of Interest

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

B. Actionable Items

1. COA-11-046 / 1132 E. 18th Street (North Maple Ridge)

Applicants: J.B. & Jennifer Kauffman

COA Subcommittee Review Date: December 1, 2011

Request: Construct 7' x 12' one-story addition on west elevation of house according to plans submitted.

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

Commissioner Shears read the COA Subcommittee Report. The Subcommittee found the application to be complete and recommended approval. Commissioner Shears made a motion to approve the application with no conditions. Commissioner Townsend seconded the motion. Chairman King asked for a vote on the motion.

Vote: 1132 E. 18th Street

In Favor

- 1. Hodgson
- 2. King
- 3. McKee
- 4. Shears
- 5. Smallwood
- 6. Townsend
- 7. Turner

Opposed

None

Abstaining

None

Not Present

None

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

North Maple Ridge Guidelines cited: B1.0.1 – B1.0.3, B1.2.1, B1.2.2

2. Election of Officers for 2012

Chairman King reported that the Nomination Committee has nominated Robert Shears for the office of Vice-Chairman and Susan McKee for the office of Secretary for 2012.

Commissioner Smallwood made a motion to accept the committee's nominations and elect the nominees to their respective offices. Commissioner Turner seconded the motion. Chairman King asked for a vote on the motion.

Vote: Election of Officers for 2012

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

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

C. Reports

1. Staff Report

Ms. DeCort reported that the Certified Local Government (CLG) contract with the new 2011-2012 fiscal year budget has been approved. In addition, the Ambassador Hotel preservation easement has been approved by the Mayor and will be reviewed by the City Council this evening for final approval. Ms. DeCort also reported that Requests for Proposals for Sunset Park and Reservoir Hill have been sent out to qualified consultants.

Ms. DeCort led a discussion to select a date for the TPC Annual Retreat. The Commission agreed to schedule the retreat for Saturday, January 21, 2012, from 9:00am to noon, at the Cyntergy offices, 320 South Boston, 12th floor.

Commissioner Townsend asked the Commission to think about potential changes to the Rules and Regulations as a topic of discussion for the retreat. Chairman King suggested the Commission discuss neighborhood outreach to potential historic districts at the retreat.

2. Chair Report

No report.

3. Committee Reports

a. Rules & Regulations

No report.

b. Outreach

No report.

c. Design Guidelines

Commissioner Smallwood reported that the committee plans to send out a postcard in January to all HP zoning district property owners to solicit input on the potential content changes at a meeting in February. This would allow the revised draft to be brought before the TPC for a vote in March.

D. New Business

None.

E. Announcements and Future Agenda Items

District 4 City Councilor Blake Ewing attended the meeting and requested a moment to address the Commission. He asked the Commission if it would submit an official opinion on the PUD amendment of the Zoning Code to the City Council. Councilor Ewing noted that, should the Commission want to fulfill the request, doing so after the TPC annual retreat would be fine.

Councilor Ewing expressed his appreciation for the work the Commission does for Tulsa's historic neighborhoods. He noted that these neighborhoods are "too valuable to mess with" and that he is "definitely on your team".

F. Adjournment

Chairman King adjourned the meeting at 11:44 a.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of December 8, 2011 were recorded. The meeting minutes were transcribed by Ed Sharrer. Minutes approved by the TPC on _____.