



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**TUESDAY, JULY 24, 2012, 4:30 P.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 STREET, TULSA, OKLAHOMA, IN COMPLIANCE WITH THE OPEN MEETING ACT, ON JULY 23, 2012 AT 2:40 P.M.

### A. Opening Matters

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

Chairman Bergman called the Regular Meeting to order at 4:30 p.m.

##### Members Present

Kristen Bergman, Chair  
Susan McKee, Secretary  
David Blackburn  
Matt King  
Mary Lee Townsend  
Jim Turner

##### Members Absent

Robert Shears, Vice-Chair  
Jack Hodgson  
Barbara Smallwood

##### Staff Present

Amanda DeCort, Attorney Bob Edmiston, Monty McElroy

##### Others Present

Lisa Crawford

#### 2. Approval of Regular Meeting Minutes of July 12 , 2012

Chairman Bergman made a motion to table the Regular Meeting Minutes for July 12 until the next meeting.

Commissioner Blackburn seconded. Chairman Bergman called for a vote on the motion. The motion was approved by a majority of members present.

**Vote: Regular Meeting Minutes of July 12, 2012**

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman 2. Blackburn 3. McKee 4. Townsend 5. Turner	None	1. King	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-12-028 / 1622/1624 S. Quaker Avenue (Swan Lake)**

Applicant: Lisa Crawford

COA Subcommittee Review Date: None

Request:

1. Replace all existing wood awning windows, double-hung windows and one casement window with new vinyl windows with exterior muntins to match existing sizes and muntin patterns.

**2. COA-12-029 / 1626/1628 S. Quaker Avenue (Swan Lake)**

Applicant: Lisa Crawford

COA Subcommittee Review Date: None

Request:

1. Replace all existing wood awning windows and double-hung windows with new vinyl windows with exterior muntins to match existing sizes and muntin patterns.

**3. COA-12-030 / 1630/1632 S. Quaker Avenue (Swan Lake)**

Applicant: Lisa Crawford

COA Subcommittee Review Date: None

Request:

1. Replace all existing wood awning windows and double-hung windows with new vinyl windows with exterior muntins to match existing sizes and muntin patterns.

Monty McElroy presented Ms. Crawford's Certificate of Appropriateness for all three applications to the Commission and read the applicable guidelines for this district. Ms. Crawford was present to answer questions.

Commissioner King made a motion to approve all three applications. Commissioner Townsend seconded the motion. Chairman Bergman asked for a vote on the motion.

Vote: 1622/1624 S. Quaker Avenue (Swan Lake)  
1626/1628 S. Quaker Avenue (Swan Lake)  
1630/1632 S. Quaker Avenue (Swan Lake)

<u>In Favor</u>	<u>Opposed</u>	<u>Abstaining</u>	<u>Not Present</u>
1. Bergman	None	None	None
2. Blackburn			
3. King			
4. McKee			
5. Townsend			
6. Turner			

The motion was **Approved Unanimously**. Swan Lake Guidelines cited:  
Windows and Doors: A1.2.1, A1.2.3, A1.2.4, and A1.2.6.

### C. Reports

#### 1. Staff Report

Amanda DeCort reported on the recently attended National Alliance of Preservation Commissions Forum 2012. She mentioned the favorite sessions she attended and the purchase of a copy of a 1-hour documentary "The Greenest Building". She is working on a public screening of the documentary.

She also reported on discussions with SHPO about revising the City of Tulsa's Programmatic Agreement with SHPO and ACHP. She discussed the Section 106 review process, the current structure and exemptions allowed with the revisions.

She mentioned upcoming schedule items including the Greenwood National Register Nomination public meeting on July 31, the public hearing of the Unified Design Guidelines before the Planning Commission on August 1, and Bill Caylor's appeal of denial of new construction proposal to be heard by the Board of Adjustment on August 14.

#### 2. Chair Report

Chairman Bergman mentioned the zoning code citizen's advisory council meeting she recently attended.

#### 3. Committee Reports

##### a) Rules & Regulations

No report

##### b) Outreach

No report

**c) Design Guidelines**

No report

**D. New Business**

None.

**E. Announcements and Future Agenda Items**

None.

**F. Adjournment**

Chairman Bergman adjourned the meeting at 5:28 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of July 24, 2012 were recorded. The meeting minutes were transcribed by Monty McElroy. Minutes approved by the TPC on August 9, 2012.