A. Opening Matters

1. Call to Order and Verification of Quorum
   Chair Bergman called the Regular Meeting to order at 11:00 a.m.

   Members Present
   Kristen Bergman, Chair
   Robert Shears, Vice Chair
   Susan McKee, Secretary
   Matt King
   Mary Lee Townsend
   David Blackburn
   Barbara Smallwood

   Members Absent
   Jack Hodgson
   Jim Turner

   Staff Present
   Amanda DeCort, Bob Edmiston, Monty McElroy

   Ex-Officio Present
   Brandon Perkins

   Others Present
   David Stambaugh, Kathleen Mowry, Lisa Crawford, Bobby Spurlock

2. Approval of Regular Meeting Minutes from October 23, 2012
   Commissioner Blackburn made a motion to approve Regular Meeting Minutes from October 23. Commissioner Smallwood seconded the motion. The motion was approved unanimously.
Vote: Regular Meeting Minutes from October 23, 2012

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3. Disclosure of Conflicts of Interest

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

B. Actionable Items

1. COA-12-046 / 2224 E. 19th Street (Yorktown)
   Applicant: Lisa Crawford
   COA Subcommittee Review Date: None
   Request:
   Construct new wood steps and wood railing to replace deteriorated steps and railing on back porch addition.

Monty McElroy presented Mrs. Crawford’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mrs. Crawford was present to answer questions.

Mrs. Crawford had made a previous application for the construction of new steps and railing for the same project at the October 23, 2012 TPC Meeting; however, she did not have renderings of the proposed project. Commissions asked that she return to the next TPC Meeting with renderings, which she did provide at this meeting.

Commissioner King made a motion to approve the application. Commissioner Townsend seconded the motion.

Vote: 2224 E. 19th Street (Yorktown)

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The motion was **Approved Unanimously**. Guidelines cited: A.2.3, A.6.3, and A.6.4.

2. **COA-12-047 / 1630/1632 S. Quaker Avenue** (Swan Lake)  
   Applicant: Lisa Crawford  
   COA Subcommittee Review Date: None  
   Request:  
   Replace non-original front entrance doors with new fiberglass 2-panel, 3-lite Craftsman style doors.

   Monty McElroy presented Mrs. Crawford’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mrs. Crawford was present to answer questions.

   Commissioner Townsend made a motion to approve the application. Commissioner King seconded the motion.

   **Vote: 1630/1632 S. Quaker Avenue** (Swan Lake)  
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   The motion was **Approved Unanimously**. Guidelines cited: A.3.3, A.3.5, A.3.6, and A.3.8.

3. **COA-12-048 / 1625 S. Norfolk Avenue** (North Maple Ridge)  
   Applicant: Robert Spurlock  
   COA Subcommittee Review Date: None  
   Request:  
   Construct natural stone retaining wall along west and south sides of front yard.

   Monty McElroy presented Mr. Spurlock’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Spurlock was present to answer questions.

   Commissioner Townsend made a motion to approve the application. Commissioner Shears seconded the motion.

   **Vote: 1625 S. Norfolk Avenue** (North Maple Ridge)  
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7. Townsend
The motion was Approved Unanimously. Guidelines cited: G.1.3 and G.1.5.

4. COA-12-049 / 1537 S. Madison Avenue (North Maple Ridge)
   Applicant: David Stambaugh
   COA Subcommittee Review Date: None
   Request:
   Construct cast concrete block retaining wall with matching cap along south side of front yard.

   Monty McElroy presented Mr. Stambaugh’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Mr. Stambaugh was present to answer questions.

   Commissioners discussed the proposal and it was determined that the guidelines did not allow the cast concrete block retaining wall system as proposed.

   Mr. Stambaugh asked if he could revise his request to change from cast concrete to the same type of natural stone as was presented by the previous applicant, Mr. Spurlock.

   Commissioner Townsend made a motion to approve the application as amended, changing the request from constructing a cast concrete block retaining wall to constructing a natural stone retaining wall. Commissioner Smallwood seconded the motion.

   **Vote: 1537 S. Madison Avenue (North Maple Ridge)**
   In Favor Opposed Abstaining Not Present
   1. Bergman None None None
   2. Blackburn None None None
   3. King None None None
   4. McKee None None None
   5. Shears None None None
   6. Smallwood None None None
   7. Townsend None None None
   The motion was Approved Unanimously. Guidelines cited: G.1.3 and G.1.5.

5. COA-12-050 / 1548 S. Lewis Avenue (Yorktown)
   Applicant: Kathleen Mowry
   COA Subcommittee Review Date: None
   Request:
   Demolish dilapidated single-family residence and garage.
Monty McElroy presented Ms. Mowry’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Ms. Mowry was present to answer questions.

Ms. Mowry stated that she would prefer to save the house, but it has become a nuisance and has attracted the homeless. She also stated that the house had been divided into three apartments and there is much structural damage.

Commissioner King made a motion to approve the application. Commissioner Blackburn seconded the motion.

Vote: 1548 S. Lewis Avenue (Yorktown)

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The motion was Approved Unanimously. Guidelines cited: F.1.1.1, F.1.1.2 and F.1.1.3.

C. Reports

1. Staff Report
Amanda DeCort reported about staff participation in the National Preservation Conference, Section 106 training, and the Better Block Project at Whittier Square.

Bob Edmiston reported about the ongoing legal battles over the Tulsa Club Building. The Nevada bankruptcy court granted the City’s request to lift the stay of bankruptcy, so that the Tulsa Club Building can be sold at Tulsa County Sheriff’s Auction. The judge dismissed the bankruptcy but with the requirement that the dismissal is not to be effective until completion of the Sheriff’s sale.

2. Chair Report
Chairman Bergman mentioned that TPC reappointments are forthcoming. She advised that the Sunset Park district’s design guidelines would be before the Commission for approval soon.

3. Committee Reports
   a) Rules & Regulations
Commissioner Townsend reported that the Rules & Regulations Committee would add any needed language regarding the City Charter and the appointment process after the retreat is held in
January. She requested that Commissioners email any additional suggestions for updates to her.

b) Outreach
   No report

c) Design Guidelines
   No report

D. New Business
   No new business

E. Announcements and Future Agenda Items
   Chairman Bergman asked that the Commission select a date for the January retreat at its next meeting.

F. Adjournment
   Chairman Bergman adjourned the meeting at 11:46 a.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of November 8, 2012 were recorded. The meeting minutes were transcribed by Monty McElroy. Minutes approved by the TPC on November 27, 2012.