TULSA PRESERVATION COMMISSION

REGULAR MEETING MINUTES
Thursday, March 14, 2013, 11:00 am
City Hall @ One Technology Center, 175 East 2nd Street
10th Floor North Conference Room

A. Opening Matters
   1. Call to Order and Verification of Quorum
      Chairman Shears called the Regular Meeting to order at 11:00 a.m.

      Members Present
      Robert Shears, Chair
      Kristen Bergman, Secretary
      David Blackburn
      Jack Hodgson
      David Pounds

      Members Absent
      Jim Turner, Vice Chair
      Susan McKee
      Shelby Navarro
      Mary Lee Townsend

      Staff Present
      Amanda DeCort, Bob Edmiston, Monty McElroy

      Others Present
      Karen Nollan, Sue Blackburn, Chip Atkins

   2. Approval of Minutes from February 26, 2013
      Commissioner Hodgson made a motion to approve Regular
      Meeting Minutes from February 26. Commissioner Blackburn
      seconded the motion. The motion was approved by a majority of
      the members present.

      Vote: Regular Meeting Minutes from February 26, 2013
      In Favor     Opposed     Abstaining    Not Present
      1. Bergman    None        1. Shears     None
      2. Blackburn  None        None         None
      3. Hodgson    None        None         None
      4. Pounds     None        None         None

   3. Disclosure of Conflicts of Interest
      No one reported a conflict of interest with the proposals on the
      agenda.
B. Reports

1. Staff
   Amanda DeCort gave the staff report prior to the presentation of Certificate of Appropriateness applications because Monty McElroy was assisting an applicant with building security. DeCort gave an update on the zoning code update. She stated that she would be travelling to Oklahoma City on Friday, March 15th for the annual Certified Local Governments Coordinators meeting at the Oklahoma State Historic Preservation Office. She also noted that ballots for the proposed Sunset Park Historic Preservation Zoning District would be mailed to property owners in April and would be due back to the TPC on May 8th for tallying.

   DeCort asked Attorney Edmiston to give an update on proposed changes to the existing zoning code to do with demolition review and surface parking lot regulation downtown. Attorney Edmiston gave the Commission a brief update on forthcoming regulatory language.

2. Chair
   No report.

2. Committees
   a. Rules & Regulations
      Commissioner Pounds gave a report on the Rules & Regulations Committee’s recent discussion with the Permitting office, and proposed integration of the TPC’s COA permits with the City’s permitting computer system.

   b. Outreach
      Commissioner Bergman mentioned that the outreach committee is standing by on the Sunset Park nomination.

C. Actionable Items

1. COA-13-003 / 2120 E. 18th Street (Yorktown)
   Applicant: Karen Nollan
   COA Subcommittee Review Date: None
   Request:
   1. Remove existing west side door and concrete steps leading into kitchen and fill opening with brick.
   2. Remove existing west side double windows in alcove and replace with steel 6-lite door and 2-lite sidelites on either side.
   3. Install composite entry steps & rails inside alcove leading to new door.
Monty McElroy presented Ms. Nollan’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. Ms. Nollan was present to answer questions.

Ms. Nollan proposed enclosing the opening, from the removal of the existing door, with decorative brick work as shown in a photo from another area of her house. Commissioners discussed and came to the consensus that it would be more appropriate for the replacement brick to match the original pattern of the home’s masonry. Ms. Nollan agreed to the condition.

Commissioner Blackburn made a motion to approve all three parts of the application, with the condition that the infill brick pattern would match the existing brick pattern. Commissioner Hodgson seconded the motion.

Vote: 2120 E. 18th Street (Yorktown)

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<td>5. Shears</td>
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The motion was Approved unanimously. Guidelines cited: A.2.1, A.3.2, A.3.7, and A.6.5.

2. COA-13-004 / 1615 S. Detroit Avenue (North Maple Ridge)

Applicant: Sue Blackburn

COA Subcommittee Review Date: None

Request:
Replace existing metal casement kitchen window with new double hung 3/1 wood window to match pattern of other windows on house.

Monty McElroy presented Ms. Blackburn’s Certificate of Appropriateness application to the Commission and read the applicable guidelines for this district. The metal casement window proposed for replacement is not believed to be original to the home. The replacement proposed will have the jailhouse window pattern to match the windows original to the structure. Ms. Blackburn was present to answer questions.

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

Vote: 1615 S. Detroit Avenue (North Maple Ridge)

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PROJECT PLANS ARE AVAILABLE IN THE CITY OF TULSA PLANNING DEPARTMENT OFFICE FOR REVIEW.
The motion was Approved unanimously. Guidelines cited: A.4.3 and A.4.5.

D. New Business
   None.

E. Announcements and Future Agenda Items
   None.

F. Adjournment
   Chairman Shears adjourned the meeting at 11:34 a.m.