



# TULSA PRESERVATION COMMISSION

## REGULAR MEETING MINUTES

**Thursday, December 11, 2014, 11:00 am**

City Hall @ One Technology Center, 175 East 2<sup>nd</sup> Street  
10th Floor North Conference Room

### A. Opening Matters

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

Chairman Turner called the Regular Meeting to order at 11:04 a.m.

#### **Members Present**

Jim Turner, Chair  
Jack Hodgson, Vice Chair  
David Pounts, Secretary  
David Blackburn  
Susan McKee\*  
Tom Neal\*  
David Shoell\*  
Robert Shears  
John Snyder\*  
Ted Reeds, EX-OF

\*Late or left early

#### **Members Absent**

Pam Deatherage, EX-OF

#### **Staff Present**

Amanda DeCort, Bob Edmiston, Suzanna Auerbach

#### **Others Present**

Deanna Ray, Kathy Ray, Keith Sprik, Phil Marshall, Katelyn Parker, Mark Miller, Bo Harrison, Kristin Jo Pack, Samuel Monahan, Marcy Wilson

#### 2. Approval of Minutes from November 14<sup>th</sup> and 25<sup>th</sup> 2014. Commissioner Hodgson made a motion to approve Regular Minutes from November 14<sup>th</sup>

and 25th, 2014. Commissioner Neal seconded the motion. The motion was approve unanimously.

**Vote: Meeting Minutes November 14, 2014.**

| <u>In Favor</u> | <u>Opposed</u> | <u>Abstaining</u> | <u>Not Present</u> |
|-----------------|----------------|-------------------|--------------------|
| 1. Blackburn    |                |                   |                    |
| 2. Hodgson      |                |                   |                    |
| 3. Neal         |                |                   |                    |
| 4. Pounds       |                |                   |                    |
| 5. Shears       |                |                   |                    |

**Vote: Meeting Minutes November 25, 2014**

| <u>In Favor</u> | <u>Opposed</u> | <u>Abstaining</u> | <u>Not Present</u> |
|-----------------|----------------|-------------------|--------------------|
| 1. Blackburn    |                |                   |                    |
| 2. Neal         |                |                   |                    |
| 3. Pounds       |                |                   |                    |
| 4. Schoell      |                |                   |                    |
| 5. Shears       |                |                   |                    |
| 6. Snyder       |                |                   |                    |

3. Disclosure of Conflicts of Interest

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

B. Actionable Items

1. **COA-14-32 / Barnard Trace/ 2324 E 17<sup>th</sup> St** (Yorktown)

Applicant: Phil Marshall for Barnard Trace, LLC

COA Subcommittee Review Date: None

Request:

1. Install ornamental steel fence around east, west and south perimeter of property and between Block 1 and Block 2, according to plans submitted.

Amanda DeCort presented a summary of the property to the board and applicant present at the meeting.

The applicant stated all the properties will line up the same and be accessed from the rear. Packets were emailed to the board on December 10, 2014 for review along with hard copy handouts at the meeting. The properties retaining wall is still located on the site and applicant's priority is to enclose the property entirely with a five foot steel fence, but allow two access drives from 17<sup>th</sup> Street to access the properties. There are two existing openings are from the retaining wall collapsing. The applicant hopes to enclose these two openings and open four different areas

accessed from E 17<sup>th</sup> PI South. These openings on E 17<sup>th</sup> PI S will have wide stairwells allowing walking access to the properties.

Board opened the meeting for questions to the applicant. Commissioner Neal requested the applicant build a 4 foot fence instead of a five. Commissioner Neal feels a five foot fence would take away from the properties historic view. The applicant said he would consider a four foot instead of a five foot fence installed around the entire property. However, he feels a five foot fence would look desirable and not take away from the beauty of the surrounding area. The applicant feels permitting may require the entire fence be four feet instead of five.

The board moved the matter to a vote with the condition there would be at least a four foot fence along E 17<sup>th</sup> PI S.

**Vote: Barnard Trace/ 2324 E 17<sup>th</sup> St (Yorktown)**

| <b><u>In Favor</u></b> | <b><u>Opposed</u></b> | <b><u>Abstaining</u></b> | <b><u>Not Present</u></b> |
|------------------------|-----------------------|--------------------------|---------------------------|
| 1. Blackburn           |                       |                          |                           |
| 2. Hodgson             |                       |                          |                           |
| 3. McKee               |                       |                          |                           |
| 4. Neal                |                       |                          |                           |
| 5. Pounds              |                       |                          |                           |
| 6. Shears              |                       |                          |                           |
| 7. Snyder              |                       |                          |                           |
| 8. Turner              |                       |                          |                           |

Commissioner Blackburn made a motion to approve the request. Commissioner Neal seconded the motion. The motion was approved unanimously with conditions. Residential Guidelines cited: G.1, G.1.3, and G.1.4.

**Request**

- 2 and 3 were discussed together, because the similarity in measures.
- 2. Enclose 4 existing openings in retaining wall using reclaimed stone to match existing, and mortar to match as closely as possible.
- 3. Install 4 new openings in existing retaining wall along 17<sup>th</sup> PI for entry to front of residences. Stairs will be poured concrete and walls/bulkheads in reclaimed stone to match existing, with mortar to match as closely as possible.

Amanda DeCort presented a summary of the property to the board and applicant present at the meeting.

The applicant stated he has enough stone to do the entire project. The applicant is requesting to repair, enclose and add openings to the existing retaining wall. The applicant proceeded to give a background on Barnard Elementary School. The original stairwell to the school will be enclosed along with the opening which allowed trucks to drive up to the school. An enclosure where the parking lot and ballpark were once located will not be enclosed. The original plan was for one opening, but after a consultant from the local fire department, applicant stated it would be safer if there were three accesses points to the properties. The corners of the retaining wall will be wrap instead of bulk heads, but the applicant feels the wrap would give everything a softer touch. Many of the original bricks from the school, salvaged by the applicant will be used in the current retaining wall. There will also be three different elevations of stairs to access the property by foot. The stairs will be lined with brick Commissioner Shears feels this would take away from the view of the original standing retaining wall on the property. Applicant stated he would like to continue with brick, because a hired architect's design of the property makes the retaining wall look elegant with brick added to the stairs. The plans also call for added lightening to the stairs. The applicant understands he will have to return to the board to request lightening before lightening can be installed.

The requested item continued with discussion on adding four new openings in existing retaining wall along 17<sup>th</sup> Pl. Commissioner Shears showed concern that the new mortar being used to add on to the retaining wall will not match what is currently on the property. Applicant assured Mr. Shears and the board the mortar he has chosen has been closely matched to the mortar in place now. Applicant stated he had samples of the new mortar brought to the property to compare with the original mortar on the property.

Motion was made to approve the project with exceptions no pile up bricks and no bulk heads will be used on the property working towards final completion, extending the retaining walls that are currently on the property now. No lightening is to be placed until applicant returns to the board for approval.

**Vote: Barnard Trace/ 2324 E 17<sup>th</sup> St (Yorktown) Request: 2 & 3**

**In Favor**

**Opposed**

**Abstaining**

**Not Present**

1. Blackburn
2. Hodgson
3. McKee
4. Neal
5. Pounds
6. Shears
7. Snyder

8. Turner

Commissioner Shears made a motion to approve both requests.  
Commissioner Snyder seconded the motion. The motion was approved unanimously. Residential Guidelines cited: G.1, G.1.3, and G.1.5.

Request

4. Extend retaining wall in certain areas as indicated on plans, using reclaimed stone to match existing, and mortar to match as closely as possible.

Amanda DeCort presented a summary of the property to the board and applicant present at the meeting.

The request is to extend the two partial retaining walls currently located on the property. The area in question was once a parking lot for the school site its current state is a partial wall. Applicant would like to extend the wall to meet up with the other walls already located on the property. The second opening in question was once a driveway for the school site.

**Vote: Barnard Trace/ 2324 E 17<sup>th</sup> St (Yorktown) Request: 4**

| <b><u>In Favor</u></b> | <b><u>Opposed</u></b> | <b><u>Abstaining</u></b> | <b><u>Not Present</u></b> |
|------------------------|-----------------------|--------------------------|---------------------------|
| 1. Blackburn           |                       |                          |                           |
| 2. Hodgson             |                       |                          |                           |
| 3. McKee               |                       |                          |                           |
| 4. Neal                |                       |                          |                           |
| 5. Pounds              |                       |                          |                           |
| 6. Schoell             |                       |                          |                           |
| 7. Shears              |                       |                          |                           |
| 8. Snyder              |                       |                          |                           |
| 9. Turner              |                       |                          |                           |

Commissioner Shears made a motion to approve the request.  
Commissioner Snyder seconded the motions. The motion was approved unanimously. Residential Guidelines cited: G.1, G.1.3, and G.1.5.

Request

5 and 6 were discussed together, because the similarity in measures.

5. Insert cast stone monument of 1929 Henry Barnard School in the retaining wall along S. Lewis Avenue at the northeast corner of the site.

6. Relocate existing Henry Barnard School of kiosk to southeast corner of the property along S. Lewis Avenue. Place ceramic mosaic inside the kiosk to recognize the Barnard Elementary School building.

Amanda DeCort presented a summary of the property to the board and applicant present at the meeting.

A current light is located on the original site and this will be removed and original school sign will be placed in the retaining wall facing out into the street.

The Kiosk will be placed facing Lewis and on the property. Kiosk will be reduced in height to match the fence height. The Kiosk's door will be removed and tile will line the inside of the Kiosk. Commissioner Neal requested maybe the Kiosk could be placed where the sign is going to be enclosed in the retaining wall. Applicant stated the best place for the sign was at the current location chosen, because chipping the wall in the other area of the retaining wall, where the Kiosk is currently going to be placed by, might cause disruption in the retaining wall.

**Vote: Barnard Trace/ 2324 E 17<sup>th</sup> St (Yorktown) Request: 5 & 6**

**In Favor                      Opposed                      Abstaining                      Not Present**

- 1. Blackburn
- 2. Hodgson
- 3. McKee
- 4. Neal
- 5. Pounds
- 6. Schoell
- 7. Shears
- 8. Snyder
- 9. Turner

Commissioner Shears made a motion to approve the requests. Commissioner Snyder seconded the motion. The motion was approved unanimously. Residential Guidelines cited: G.3, and G.3.1.

**Request**

- 7. Install 2 stone signs with the Barnard Trace name and logo, place at the entry of the alleyways to Block 1 and Block 2 on E 17<sup>th</sup> Street.

Amanda DeCort presented a summary of the property to the board and applicant present at the meeting.

After further discussion the applicant chose to withdrawal this request and return at a later date with a new diagram and pictures of the sign he would like to place on site.

2. **COA-14-33 / 2224 E 18<sup>th</sup> Street** (Yorktown)

Applicant: Mark Miller

COA Subcommittee Review Date: None

Request:

Replace existing cross tie retaining wall with new dry stacked quarried sandstone wall.

Amanda DeCort presented a summary of the property to the board and applicant present at the meeting. Applicant submitted a sketch and an illustration to the board. The applicant was asked if he had any further additional information to add. Applicant would like to use the dry stack, because it would be easier to install. The current retaining wall is built from mortar joint and applicant stated this would be hard for him to work with. Applicant stated other properties in HD have different retaining walls not matching in mortar or in height. Applicant stated his second option was to remove the retaining wall entirely and let the yard fall into the sidewalk.

Board recommendations were to rebuild the retaining wall to match the current wall. Applicant understands he can't remove the retaining wall entirely and let his property go into the sidewalk this would be a violation.

**Vote: 2224 E 18<sup>th</sup> Street (Yorktown)**

**In Favor**

**Opposed**

**Abstaining**

**Not Present**

1. Blackburn
2. Hodgson
3. McKee
4. Neal
5. Pounds
6. Schoell
7. Shears
8. Snyder
9. Turner

Commissioner Neal made a motion to approve the request. Commissioner McKee seconded the motion. The motion was approved unanimously with conditions. Residential Guidelines cited: G.1 and G.1.5

3. **COA-14-31 / 1612 S. Trenton Avenue** (Swan Lake)

Applicant: Kathy Ray

COA Subcommittee Review Date: None

Request:

Demolish contributing structure. Continued from previous meeting.

Amanda DeCort presented a summary of the property to the board and applicant present at the meeting. Pictures of the properties damaged

foundation were presented to the board for further review of the damage on the property located at 1612 S. Trenton Avenue.

The applicant stated she has tried to sale the property for a while now and she cannot find a reasonable buyer to purchase the property due to the foundation damage. When a reasonable buyer is found, banks will not release a loan on the property, because the foundation is damaged. The applicant is moving out of state, and at the current state of the property, the applicant feels it should be demolished to allow a developer to purchase the land. Board asked if the applicant tried to repair the foundation. Applicant stated she spoke to engineers and obtained a report stating the foundation was not repairable. Commissioner Neal feels the engineering report foundation is not accurate and needs to be looked at further. Applicant stated she has not requested anyone from the County or City to review her property and considered it a safety hazard to the public.

The applicant was denied the request to demolish the property and must wait for 60 days before requesting a DEMO. During the 60 days the applicant waits the board will help the applicant looks for an active buyer to purchase the property.

**Vote: 1612 S. Trenton Avenue (Swan Lake)**

| <u>In Favor</u> | <u>Opposed</u> | <u>Abstaining</u> | <u>Not Present</u> |
|-----------------|----------------|-------------------|--------------------|
| 1. Hodgson      |                | 1. Blackburn      |                    |
| 2. McKee        |                |                   |                    |
| 3. Neal         |                |                   |                    |
| 4. Pounds       |                |                   |                    |
| 5. Schoell      |                |                   |                    |
| 6. Shears       |                |                   |                    |
| 7. Snyder       |                |                   |                    |
| 8. Turner       |                |                   |                    |

Commissioner Neal made a motion to deny the request. Commissioner McKee seconded the motion. The motion was denied unanimously. Residential Guidelines sited: F.1.1.

**4. COA-14-34 / 1815 E. 17<sup>th</sup> PI (Yorktown)**

Applicant: Bo Harrison  
COA Subcommittee Review Date: None  
Request:  
Demolish contributing structure.

Amanda DeCort presented a summary of the property to the board and applicant present at the meeting. Pictures of the properties damaged foundation were presented to the board for further review of the damage on the property located at 1815 E 17<sup>th</sup> Place.

Board opened the room for discussion and applicant was asked if he wanted to add more information on the property. Applicant stated he had nothing further to add. Board explained to the property the prior owner tried to DEMO the property, but it was denied. The current owner was not aware of this. The board explained to applicant he would need to wait for 60 days before he could request for a permit to DEMO.

**Vote: 1815 E. 17<sup>th</sup> Pl (Yorktown)**

- | <u>In Favor</u> | <u>Opposed</u> | <u>Abstaining</u> | <u>Not Present</u> |
|-----------------|----------------|-------------------|--------------------|
| 1. Blackburn    |                |                   |                    |
| 2. Hodgson      |                |                   |                    |
| 3. McKee        |                |                   |                    |
| 4. Neal         |                |                   |                    |
| 5. Pounds       |                |                   |                    |
| 6. Schoell      |                |                   |                    |
| 7. Shears       |                |                   |                    |
| 8. Snyder       |                |                   |                    |
| 9. Turner       |                |                   |                    |

Commissioner McKee made a motion to deny the request. Commissioner Neal seconded the motion. The motion was denied unanimously. Residential Guidelines cited: F.1.1.

**5. COA-14-35 / 625 N Cheyenne Avenue (Brady Heights)**

Applicant: Michelle Montalbano  
COA Subcommittee Review Date: None

Request:  
Pave gravel driveway from the public sidewalk to projecting bay. Pad will be plain poured concrete with width to match the existing curb cut. Chain link fence gate will be removed or moved.

Amanda DeCort presented a summary of the property to the board.

Applicant who wasn't present is requesting to be allowed to pour concrete to create a driveway pad where currently there is dirt.

**Vote: 1815 E. 17<sup>th</sup> Pl (Yorktown)**

- | <u>In Favor</u> | <u>Opposed</u> | <u>Abstaining</u> | <u>Not Present</u> |
|-----------------|----------------|-------------------|--------------------|
| 1. Blackburn    |                |                   |                    |
| 2. Hodgson      |                |                   |                    |
| 3. McKee        |                |                   |                    |
| 4. Pounds       |                |                   |                    |
| 5. Schoell      |                |                   |                    |
| 6. Shears       |                |                   |                    |
| 7. Snyder       |                |                   |                    |

8. Turner

Commissioner Turner made a motion to approve the request. Commissioner Schoell seconded the motion. The motion was approved unanimously. Residential Guidelines cited: G.2, G.2.1., G.2.2., and G.2.3.

6. **COA-14-36 / 2216 E 19<sup>th</sup> Street** (Yorktown)

Applicant: Greg and Marcy Wilson

COA Subcommittee Review Date: None

Request:

Replace rusted 1950s metal porch posts, not original to the house, with wooden porch posts as presented. Work completed without Certificate of Appropriateness.

Amanda DeCort presented a summary of the property to the board and applicant present at the meeting.

Applicants stated they made the prior adjustments not understanding their property was located in a HP Zoning District. The current occupant was a renter who recently moved out of the property.

**Vote: 2216 E 19<sup>th</sup> Street (Yorktown)**

**In Favor**

**Opposed**

**Abstaining**

**Not Present**

1. Blackburn
2. Hodgson
3. McKee
4. Pounds
5. Schoell
6. Shears
7. Snyder
8. Turner

Commissioner Schoell made a motion to approve the request. Commissioner Snyder seconded the motion. The motion was approved unanimously. Residential Guidelines cited: A.6., A.6.3., A.6.4., and A.6.5.

7. Election of TPC Officers for 2015
  - a. Presentation of Slate by Chairman
  - b. Nominations from the Floor
  - c. Election of Chairman
  - d. Election of Vice-Chairman
  - e. Election of Secretary

The proposal is David Pounds will be elected to Chairman, Vice-Chairman will be Robert Shears and Secretary will be David Schoell.

**Vote: Election of Chairman-David Pounds**

| <b><u>In Favor</u></b>   | <b><u>Opposed</u></b> | <b><u>Abstaining</u></b> | <b><u>Not Present</u></b> |
|--|-----------------------|--------------------------|---------------------------|
| 1. Hodgson<br>2. McKee<br>3. Pounds<br>4. Schoell<br>5. Shears<br>6. Snyder<br>7. Turner |                       | 1. Blackburn             |                           |

Commissioner Hodgson made a motion to approve the request.  
Commissioner Schoell seconded the motion. The motion was approved unanimously.

**Vote: Election of Vice-Chairman-Robert Shears**

| <b><u>In Favor</u></b>   | <b><u>Opposed</u></b> | <b><u>Abstaining</u></b> | <b><u>Not Present</u></b> |
|--|-----------------------|--------------------------|---------------------------|
| 1. Hodgson<br>2. McKee<br>3. Pounds<br>4. Schoell<br>5. Shears<br>6. Snyder<br>7. Turner |                       | 1. Blackburn             |                           |

Commissioner Turner made a motion to approve the request with provisions Shears would accept the position. Commissioner Schoell seconded the motion. The motion was approved unanimously.

**Vote: Election of Secretary-David Schoell**

| <b><u>In Favor</u></b>   | <b><u>Opposed</u></b> | <b><u>Abstaining</u></b> | <b><u>Not Present</u></b> |
|--|-----------------------|--------------------------|---------------------------|
| 1. Hodgson<br>2. McKee<br>3. Pounds<br>4. Schoell<br>5. Shears<br>6. Snyder<br>7. Turner |                       | 1. Blackburn             |                           |

Commissioner Turner made a motion to approve the request. Commissioner Schoell seconded the motion. The motion was approved unanimously.

**C. Reports**

**A. Chair Report**

1. Retreat date needs to be decided.

B. Staff Report

1. Kristin Pack will start employment with City of Tulsa on Monday, December 15, 2014.
2. Theron Warlick hopes to attend the retreat for TPC to discuss the Zoning Code Update.
3. Amanda stated she emailed the board documentation on the rules and guidelines the Mayor must follow when appointing new board members to TPC board.
4. Bob Edmiston stated under no circumstances are board members to discuss work at the holiday party following the TPC meeting.

C. Committee Reports

None

D. New Business

1. Tulsa Fire Department is trying to purchase Tulsa Fire Alarm Building in hopes in turning it into a museum. The property will be at the Sheriffs auction on January 13<sup>th</sup> at 10:30 am.

E. Announcement and Further Agenda Items

F. Adjournment

Meeting adjourned at 1:07 pm by Chairman Turner.

UNDER THE OPEN MEETING ACT, THIS AGENDA ITEM IS AUTHORIZED ONLY FOR MATTERS NOT KNOWN ABOUT OR WHICH COULD NOT HAVE BEEN REASONABLY FORESEEN PRIOR TO THE TIME OF POSTING THE AGENDA OR ANY REVISED AGENDA.