

**MINUTES**  
**Regular Meeting**  
**HISTORIC PRESERVATION COMMISSION**  
December 1, 2004 - 3:00 p.m.  
Municipal Building, City Council Chamber

The meeting of the Oklahoma City Historic Preservation Commission was called to order in the City Council Chamber, 3rd Floor of the Municipal Building, 200 N. Walker Avenue, Oklahoma City, Oklahoma. The meeting convened at 3:10 p.m. Notice of the meeting and agenda were filed with the City Clerk's office and posted on the Council bulletin board 24 hours prior to the meeting.

**1. CALL TO ORDER AND ROLL CALL**

Members Present: Thomas J. Daniel IV, Chairman  
Thomas Small, AIA, Vice-Chairman  
Carolee Galbraith arrived at 3:12  
Gretchen Bennett  
Joseph B. Couch  
Marnie Taylor  
Jane Holcombe  
Karen Collier  
Shannon Kelley

Members Absent: Roland Tague

Staff Present: Eva Osborne, AIA, Preservation Officer, Planning Department  
Wiley Rice, Planner, Planning Department  
Steven Rhodes, Urban Redevelopment Specialist, Planning  
Department  
Angela Yetter, Administrative Coordinator, Planning Department  
Susan Randall, Assistant Municipal Counselor

**2. APPROVAL OF MINUTES**

APPROVED. Motion: Bennett/Holcombe to approve the minutes of the November 3, 2004 Historic Preservation Commission meeting. Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

**3. CITATION REPORT**

None.

**4. CONTINUANCE REQUESTS**

**A.** Staff request continuance of the following cases:  
None.

**B.** Other continuance requests:

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None.

### 5. CONSENT DOCKET CASES

- 5A. HPCA-02-155 at 227 NW 17 Street. (Heritage Hills HD), Ward 6. Consideration and possible action on application of Mark Ruffin for Certificate of Appropriateness to 4 month extension of completion date to re-roof the garage/cottage.

APPROVED. Motion: Small/Bennett to approve the above item as stated. Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

### 6. CASES FOR INDIVIDUAL CONSIDERATION

- 6A. HPCA-04-128 at 813 NW 41 Street. (Crown Heights HD), Ward 2. Consideration and possible action on application of Gregg Long for Certificate of Appropriateness to 6.) install one new concrete sidewalk from front steps to driveway and 7.) construct a trellis on west side of house.

Mr. Long was present.

APPROVED. Motion: Small/Couch to approve Item 6 of application HPCA-04-128 contingent upon laying the brick edging flush with the sidewalk at ground level. Ayes: Daniel, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: Galbraith.

DENIED WITH PREJUDICE. Motion: Small/Bennett to deny with prejudice Item 7 of application HPCA-04-128 as the proposed trellis does not comply with section 2.3 of the design guidelines. Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

- 6B. HPCA-04-064 at 111 NW 14 Street. (Heritage Hills East HD), Ward 7. Consideration and possible action on application of Pam Thompson for Certificate of Appropriateness to 1.) expand asphalt parking area, including 1.a) new concrete drive, 1.b) sight proof landscaping and 1.c) remove metal building.

Ms. Thompson, Mr. Foltz, AIA, and Rogar Andrews were present.

Mr. Clintman, owner of the adjacent property 115 NW 14, was present and requested that this proposal be continued. Ms. Thompson agreed to the request.

CONTINUED. Motion: Small/Holcombe to continue application HPCA-04-064 to the January 5, 2005 meeting of the Commission. Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

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- 6C. HPCA-04-124 at 439 NW 18 Street. (Heritage Hills HD), Ward 6. Consideration and possible action on application of Jerry Dickson for Richard Grellner for Certificate of Appropriateness to 1 & 2.) reconstruct front door assembly, 3.) install 15 light French doors rather than the previously approved 18 light French doors, and 5.) remove skylight.

Mr. Dickson was present.

APPROVED. Motion: Couch/Holcombe to approve Items 1 & 2 of application HPCA-04-124. Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

APPROVED. Motion: Collier/Bennett to approve Item 3 of application HPCA-04-124. Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

APPROVED. Motion: Small/Holcombe to approve Item 5 of application HPCA-04-124. Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

- 6D. HPCA-04-134 at 301 NW 19 Street. (Heritage Hills HD), Ward 6. Consideration and possible action on application of Steve Neighbors for Certificate of Appropriateness to 1.) install copper flashing.

Mr. Gresham was present.

APPROVED. Motion: Small/Collier to approve application HPCA-04-134 contingent upon the use of ridge closures and on the use of a product that will speed the weathering process to achieve brown patina. Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

- 6E. HPCA-04-037 at 920 NW 17 Street. (Mesta Park HD), Ward 6. Consideration and possible action on application of Michael Casey for Certificate of Appropriateness to 5.) install French doors including 5a.) add transom above

Mr. Casey was present.

Ms. Pelofsky of the Neighborhood Association was present.

APPROVED. Motion: Bennett/Couch to approve application HPCA-04-037. Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

- 6F. HPCA-04-132 at 916 NW 18 Street. (Mesta Park HD), Ward 6. Consideration and possible action on application of LD Todd and Lee Foster for

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Certificate of Appropriateness to 1.) replace existing garage door and 2.) install drive gate.

Mr. Foster and Mr. Todd were present. Mr. Foster clarified that the new door would operate as an overhead door rather than the existing sliding door.

Ms. Pelofsky of the Neighborhood Association was present.

APPROVED. Motion: Holcombe/Bennett to approve application HPCA-04-132.

Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley.

Nays: None.

- 6G. HPCA-04-083 at 412 NW 30 Street. (Jefferson Park HD), Ward 2. Consideration and possible action on application of Mark Mann for Certificate of Appropriateness to install 1.) front stoop on north side, 2.) awning over stoop on north side, 3.) pillars to support awning, and 4.) lighting at stoop.

Mr. Mann and Mr. Gaines were present.

APPROVED. Motion: Galbraith/Couch to approve application HPCA-04-083.

Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley.

Nays: None.

- 6H. HPCA-04-136 at 125 NW 24 Street. (Jefferson Park HD). Consideration and possible action on application of Historic Brentwood Terrace LP CWA, Inc. by Jerry Worster for Certificate of Appropriateness to 1.) install french drain, 2.) develop second parking area including 2.a.) installation of 8 additional parking spaces and 2.) construction of parking canopy.

Mr. Worster was present.

NO ACTION was taken on item 1.) as this item is not subject to Commission review.

APPROVED. Motion: Galbraith/Couch to approve items 2.) and 3.) of application HPCA-04-136. Ayes: Daniel, Galbraith, Bennett, Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

### 7. OTHER BUSINESS

None

### 8. COMMUNICATION ITEMS

#### 8A. Administrative Approval Report

8A1. HPCA-04-130 at 140 NW 15 Street. (Heritage Hills East HD), Ward 7. Staff

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is announcing the action on application of William Miller for Certificate of Appropriateness to 1.) construct trash receptacle area, administratively approved on November 2, 2004 based on the Preservation Guidelines and Standards for Oklahoma City Historic Districts.

8A2. HPCA-04-129 at 731 NW 16 Street. (Mesta Park HD), Ward 6. Staff is announcing the action on application of Scott Buxton for Certificate of Appropriateness to 1.) install storm windows, administratively approved on November 2, 2004 based on the Preservation Guidelines and Standards for Oklahoma City Historic Districts.

8A3. HPCA-04-120 at 1538 NW 35 Street. (Putnam Heights HD), Ward 2. Staff is announcing the action on application of Phillip Nelson for Certificate of Appropriateness to 4.) construct fence, (items to 1. extend of back porch for handrails and less steep steps and 3. replace driveway in kind do not require a CA.), administratively approved on October 14, 2004 based on the Preservation Guidelines and Standards for Oklahoma City Historic Districts.

8A4. HPCA-04-118 at 505 NW 42 Street. (Crown Heights HD), Ward 2. Staff is announcing the action on application of Barbara Charlot for Certificate of Appropriateness to 3.) install out door lighting, administratively approved on September 30, 2004 based on the Preservation Guidelines and Standards for Oklahoma City Historic Districts.

8A5. HPCA-04-133 at 529 NW 14 Street. (Heritage Hills HD), Ward 6. Staff is announcing the action on application of Sam Gresham for Rodney Brown for Certificate of Appropriateness to 1.) install 6' tall pedestrian gate at back fence adjacent to garage, administratively approved on November 10, 2004 based on the Preservation Guidelines and Standards for Oklahoma City Historic Districts.

8A6. HPCA-04-119 at 930 NW 22 Street. (Mesta Park HD), Ward 6. Staff is announcing the action on application of Ian Adams for Certificate of Appropriateness to 1.) install landscape borders in front yard, administratively approved on October 5, 2004 based on the Preservation Guidelines and Standards for Oklahoma City Historic Districts.

8A7. HPCA-04-126 at 523 NW 18 Street. (Mesta Park HD), Ward 6. Staff is announcing the action on application of Sondra Johnson for Certificate of Appropriateness to 1.) front yard steps and sidewalk, administratively approved on October 15, 2004 based on the Preservation Guidelines and Standards for Oklahoma City Historic Districts.

8B. The Oklahoma State Historic Preservation Office announced the annual fall workshop series, which will be held December 1st, 2nd and 3rd, 2004. Though

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designed for anyone concerned with historic preservation, registered architects attending these workshops can qualify for AIA Continuing Education credits. Please contact the SHPO at 405 521-6249 for additional information.

8C. Staff announced the postponement of a hearing on the proposed nomination of the Will Rogers Park Gardens and Arboretum to the National Register of Historic Places. The hearing was originally scheduled for the November, 2004 Commission meeting but has been moved to the February, 2005 meeting.

8D. The next regularly scheduled meeting for the Historic Preservation Commission is Wednesday, January 5, 2005, at 3:00 p.m. at the Municipal Building, City Council Chamber. New applications and information on continued projects are to be submitted to staff by 5:00 p.m., Tuesday, December 7, 2004.

### **9. ADJOURNMENT (5:20 p.m.)**

Motion: Small/Bennett to adjourn the December 1, 2004 meeting of the Historic Preservation Commission. Ayes: Daniel, Galbraith, Bennett Couch, Taylor, Holcombe, Small, Collier, Kelley. Nays: None.

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