

**MINUTES**  
**Regular Meeting**  
**HISTORIC PRESERVATION COMMISSION**  
September 02, 2009 - 2:00 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 2:01 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: Roland Tague, Chairman  
Karen Collier, Vice-Chair  
Allen Brown, AIA (arrived at 2:03)  
Heather A. Clemmer  
Patrick Gaines  
Nedra Jones  
Karen Nelson  
Thomas Small, AIA  
Marnie Taylor (arrived at 2:03)  
Karen Zimmer

Members Absent: Thomas J. Daniel IV

Staff Present: Catherine Montgomery, AIA, Planner III, Planning Department  
Paul Ryckbost, Planner II, Planning Department  
Angela Yetter, Planner I, Planning Department  
Paula Hurst, Planning Department  
Rita Douglas-Talley, Assistant Municipal Counselor

- A. Meeting Process
  - B. Standard Findings of Facts
- (Heard Prior to Agenda Item 5)

**2. APPROVAL OF MINUTES**

APPROVED. Motion: Gaines / Zimmer to **approve** the minutes of the August 5, 2009, Historic Preservation Commission meeting with amendments to item 6H1, 6M and 9B.

Ayes: Tague, Collier, Brown, Clemmer, Gaines, Jones, Nelson, Small, Taylor, Zimmer.

Nays: None.

Absent: Daniel.

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### 3. CITATION REPORT

Mr. Woods, Compliance Officer, was present for comment.

### 4. CONTINUANCE REQUESTS

A. Staff request continuance of the following cases:

**7B. HPCA-09-092** at 1000 NW 37th Street. (Crown Heights), Ward 2. To receive comments from the Historic Preservation Commission concerning the historic integrity of all structures for a future action by the City Council. This item will be referred to Development Services for dilapidated structure processing. The applicant has requested a **30-day continuance**.

Mr. Vonstein and Mr. Comstock were present.

B. Other continuance requests:

None.

**CONTINUED.** Motion: Small / Zimmer to move continue for 30-days for comments concerning the historic integrity of all structures because the owner requested the same.

Ayes: Tague, Collier, Brown, Clemmer, Gaines, Jones, Nelson, Small, Taylor, Zimmer.

Nays: None.

Absent: Daniel.

1 B. (Heard out of order) Standard Findings of Facts

**APPROVED.** Motion: Gaines / Brown to **approve** waiving of the reading of the Standard Findings of Fact and incorporating them into the minutes.

Ayes: Tague, Collier, Brown, Clemmer, Gaines, Jones, Nelson, Small, Taylor, Zimmer.

Nays: None.

Absent: Daniel.

### 5. CONSENT DOCKET CASES

**6B. HPCA-09-087** at 206 NW 18th Street. (Heritage Hills), Ward 6. Consideration and possible action on application of Carla Flournoy by Jerry Dickson for Certificate of Appropriateness to 1) Remove fiberboard siding on north and east sides of garage, 2) Construct stucco walls on north and east sides, 3) Remove east single garage door and remove west garage door, 4) Remove 9 feet of wall, 5) Install 18 foot wood flat paneled garage door, 6) Install wood pedestrian door, 7) Install wood window, 8) Install storm window, 9) Install storm door; and 10) Install gutters and downspouts. Standard Findings:

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1. That all proposed changes will take place within the confines of an already significantly modified building and no historic fabric will be removed;
2. That the removal of inappropriate non-historic fabric is consistent with the Guidelines;
3. That stucco is an appropriate and compatible wall material;
4. That installation of a wood panel double-car garage door is consistent with the Guidelines;
5. That double hung wood windows with clear glass is consistent with the Guidelines;
6. That installation of windows with glass patterns more simple than that of the primary structure is consistent with the Guidelines;
7. That the installation of a wood pedestrian door with a clear glass pane and wood panels is consistent with the Guidelines;
8. That installation of pedestrian doors with glass patterns more simple than that of the primary structure is consistent with the Guidelines;
9. That spacing and size of window and door openings is similar to historic counterparts within the district;
10. That design and materials used at the garage reflect the use and function of the garage and establish its secondary nature;
11. That the design of the garage changes do not compete with the primary structure;
12. That this action is consistent with the provisions of 4250.4 C, D, and J of the Historic Preservation Ordinance contained in the Zoning and Planning Code;
13. That this action is consistent with the provisions of Subchapters 2.1, 2.4, 2.5, 2.7, 2.9, 2.10, 3.1, 3.3, and 3.5 of the Preservation Guidelines and Standards; and

- 6C.** **HPCA-09-097** at 220 NW 19th Street. (Heritage Hills), Ward 6. Consideration and possible action on application of Brent and Anita Fitch for Certificate of Appropriateness to 1) Replace roof at house.

Standard Findings:

1. That the roof of the house is in need of repair in order to protect the structural integrity of the building;
2. That the original shape, line, pitch and overhang of historic roofs, as well as architectural features such as dormers, chimneys and turrets will be preserved;
3. That the proposed shingle is an acceptable replacement for the existing composition roof;
4. That this action is consistent with the provisions of 4250.4 C and D of the Historic Preservation Ordinance contained in the *Zoning and Planning Code*;
5. That this action is consistent with the provisions of Subchapter 2.7 of the Preservation Guidelines and Standards; and

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- 6E. HPCA-09-104** at 625 NW 21st Street. (Mesta Park), Ward 6. Consideration and possible action on application of Billy Melton for Certificate of Appropriateness to 1) Remove old roof at house and carport, 2) Install new roof at house, 3) Install new roof at carport, and 5) Install attic ventilation.

The Mesta Park Preservation Review Committee did not submit written comments to staff prior to the meeting.

1. That the roofs of the house and carport are in need of repair in order to protect the structural integrity of the structures;
2. That the existing roofs are deteriorated beyond repair;
3. That the existing shape, line, pitch and overhang of roofs, as well as architectural features such as chimneys will be preserved;
4. That the proposed shingle is an acceptable replacement for the existing roof material of the house and consistent with the Guidelines;
5. That the proposed corrugated metal roof system of the carport is replacement in kind and appropriate for the existing non-historic structure;
6. That this action is consistent with the provisions of 4250.4 C and D of the Historic Preservation Ordinance contained in the *Zoning and Planning Code*;
7. That this action is consistent with the provisions of Subchapter 2.7 of the *Preservation Guidelines and Standards*; and
8. That the proper ventilation of the attic spaces is necessary;
9. That the circumstances of this project are unique in that the roofing representative has stated that optimum efficiency will be acquired by placing the vents at the proposed locations;
10. That the applicant has chosen fewer locations than recommended, a lower profile system, and a less intrusive product color in order to diminish the visual impact of the ventilation system;
11. That this action is consistent with the provisions of 4250.4 C, D, and I of the Historic Preservation Ordinance contained in the *Zoning and Planning Code*;
12. That this action is consistent with the provisions of Subchapter 2.7 of the *Preservation Guidelines and Standards* other than vent location; and

- 6F. HPCA-09-106** at 824 NW 18th Street. (Mesta Park), Ward 6. Consideration and possible action on application of Harold & Carole Straughn for Certificate of Appropriateness to 1) Replace rear entry door.

The Mesta Park Preservation Review Committee did not submit written comments to staff prior to the meeting.

Standard Findings:

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1. That the removal of the existing back door is appropriate in that it is not an original feature or one that has gained historic significance;
2. That the proposed new back door is compatible with the historic character of the property;
3. That the proposed new back door will be installed in the existing door opening without modification;
4. That the proposed new back door, is compatible in proportion, shape, location, pattern, size, materials and details with other historic doors which remain in place at the property;
5. That this action is consistent with the provisions of 4250.4 C and D of the Historic Preservation Ordinance contained in the *Zoning and Planning Code*;
6. That this action is consistent with the provisions of Subchapter 2.4 of the *Preservation Guidelines and Standards*; and

**6H. HPCA-09-095** at 517 NW 42nd Street. (Crown Heights), Ward 2. Consideration and possible action on application of Aaron M. Long for Certificate of Appropriateness to 1) Add railing to side porch (north and east sections); and 2) Add glass storm door to front entrance.

Staff received comments prior to the meeting.

Standard Findings:

1. That proposed metal railings on the north and east sides of the side porch match the existing front (south) railing in detail, form, and finish;
2. That the proposed metal railing detail and form are consistent with the character of the porch and building;
3. That the proposed front storm door is glass and minimizes obstruction of the view of the existing front door;
4. That the proposed color and finish of the trim for the storm door will match the trim of the front door;
5. That this action is consistent with the provisions of 4250.4 C and D of the Historic Preservation Ordinance contained in the *Zoning and Planning Code*;
6. That this action is consistent with the provisions of Subchapters 2.2 and 2.4 of the *Preservation Guidelines and Standards*; and

**APPROVED.** Motion: Clemmer / Collier to move **approval** of Consent Docket items as stated that, based upon the evidence presented in the applications, Staff Report and during the public hearing, that the Commission finds the action requested is in compliance, and the proposed material change in appearance would not have a substantial adverse effect on the aesthetic, historical or architectural significance and value of the historic district historic property according to the Preservation

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Guidelines and Standards for Oklahoma City Historic Districts for Oklahoma City, and according to the provisions of the Oklahoma City Municipal Code, 2007.

Ayes: Tague, Collier, Brown, Clemmer, Gaines, Jones, Nelson, Small, Taylor, Zimmer.

Nays: None.

Absent: Daniel.

**6. CASES FOR INDIVIDUAL CONSIDERATION**

- 6A.** [HPCA-09-102](#) at 1443 NW 37th Street. (Putnam Heights), Ward 2. Consideration and possible action on application of Richard and Shawn Thompson for Certificate of Appropriateness to 1) Remove front wooden double gate; 2) Install wrought iron front gate; 3) Remove east gate; 4) Install east gate; 5) Remove west gate; 6) Install west gate; 7) Remove double gate on driveway; 8) Install double gate on driveway; 9) Remove fence at driveway/back yard; and 10) Install fence at driveway/back yard.

Steve Bond was present for comment.

**CONTINUED.** Motion: Collier / Brown to move **30-day continuance** the request for comments concerning the historic integrity of all structures because the applicant requested the same.

Ayes: Tague, Collier, Brown, Clemmer, Gaines, Jones, Small, Taylor, Zimmer.

Nays: None.

Absent: Daniel.

Recused: Nelson.

- 6B.** [HPCA-09-087](#) at 206 NW 18th Street. (Heritage Hills), Ward 6. Consideration and possible action on application of Carla Flournoy by Jerry Dickson for Certificate of Appropriateness to 1) Remove fiberboard siding on north and east sides of garage, 2) Construct stucco walls on north and east sides, 3) Remove east single garage door and remove west garage door, 4) Remove 9 feet of wall, 5) Install 18 foot wood flat paneled garage door, 6) Install wood pedestrian door, 7) Install wood window, 8) Install storm window, 9) Install storm door; and 10) Install gutters and downspouts.

**Approved on Consent Docket.**

- 6C.** [HPCA-09-097](#) at 220 NW 19th Street. (Heritage Hills), Ward 6. Consideration and possible action on application of Brent and Anita Fitch for Certificate of Appropriateness to 1) Replace roof at house.

**Approved on Consent Docket.**

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- 6D. HPCA-09-090** at 1023 NW 18th Street. (Mesta Park), Ward 6. Consideration and possible action on application of Jacob & Charissa Dearmon for Certificate of Appropriateness to 1) Install 6-foot fence forward of the 50% mark on the primary structure and 2) Install 4-foot chain link fence.

Charissa Dearmon was present for comment.

The Mesta Park Preservation Review Committee did not submit written comments to staff prior to the meeting.

**APPROVED.** Motion: Small / Zimmer to move **approval** that, based upon the evidence presented in the application of HPCA-09-090, Staff Report and during the public hearing, that the Commission finds:

1. That this proposal meets the criteria for unique circumstances in that the portion of fence forward of the 50% mark is only minimally visible from the public right-of-way;
2. That the abutting property owner does not object to the fence location;
3. That the fence location will afford a reasonable amount of privacy between the two properties separated by a narrow side yard;
4. That the fence meets all other criteria for approval other than the location at the west side of the property;
5. That this action is consistent with the provisions of 4250.4 C, D, H, I and J of the Historic Preservation Ordinance contained in the *Zoning and Planning Code*;
6. That this action is consistent with the provisions of Subchapter 1.9 of the *Preservation Guidelines and Standards* except that the fence location on the west side of the property is proposed to be four feet forward of the 50% mark of the side yard; and
7. That based upon the evidence presented in the application, Staff Report and during the public hearing, the Commission finds that although this application does not strictly comply with the standards set forth in the Preservation Guidelines, that a unique circumstance exists and that the work proposed is nevertheless historically appropriate and in compliance with the intent of the Guidelines and the Secretary of the Interior's Standards and will not adversely affect the historic character of the property or the integrity of the historic property and/or district according to the Preservation Guidelines and Standards for Oklahoma City Historic Districts for Oklahoma City, and according to the provisions of the Oklahoma City Municipal Code, 2007

Ayes: Tague, Collier, Brown, Clemmer, Gaines, Jones, Nelson, Small, Taylor, Zimmer.

Nays: None.

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Absent: Daniel.

- 6E. HPCA-09-104** at 625 NW 21st Street. (Mesta Park), Ward 6. Consideration and possible action on application of Billy Melton for Certificate of Appropriateness to 1) Remove old roof at house and carport, 2) Install new roof at house, 3) Install new roof at carport, and 5) Install attic ventilation.

**Approved on Consent Docket.**

- 6F. HPCA-09-106** at 824 NW 18th Street. (Mesta Park), Ward 6. Consideration and possible action on application of Harold & Carole Straughn for Certificate of Appropriateness to 1) Replace rear entry door.

**Approved on Consent Docket.**

- 6G. HPCA-09-082** at 3015 N Harvey Parkway. (Jefferson Park), Ward 2. Consideration and possible action on application of Greta Stromberg by Robert Raftery for Certificate of Appropriateness to 1) Resolve all window issues.

**Heard after Agenda Item 6I.**

- 6H. HPCA-09-095** at 517 NW 42nd Street. (Crown Heights), Ward 2. Consideration and possible action on application of Aaron M. Long for Certificate of Appropriateness to 1) Add railing to side porch (north and east sections); and 2) Add glass storm door to front entrance.

**Approved on Consent Docket.**

- 6I. HPCA-09-101** at 228 NW 33rd Street. (Edgemere Park), Ward 2. Consideration and possible action on application of Whitney Austin Walstad for Certificate of Appropriateness to 1) Remove front wooden rail fence, 2) Install decorative iron fence at existing location, 3) Remove back yard fence, and 4) Install new back fence.

Whitney Austin Walstad was present for comment.

The Edgemere Park Preservation Review Committee submitted written comments to staff prior to the meeting.

Staff received written comments and phone calls from neighbors prior to the meeting.

APPROVED. Motion: Collier / Nelson to move **approval** that, based upon the evidence presented in the application of HPCA-09-101, Staff Report and during the public hearing, that the Commission finds:

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1. That the circumstances of this proposal are unique in that the side door is the only access to the back yard;
2. That the side door is located forward of the 50% mark in the side yard and part of a substantial side porch reaching almost to the front wall of the house;
3. That the proposed iron fence will maintain a significant level of transparency and therefore not obscure views from the public right-of-way to any significant architectural feature of the historic building visible on the front or side elevations;
4. That the proposed iron fence is consistent with the spirit and intent of the Preservation Guidelines in that the primary structure will remain unaltered and the fence and gate are reversible;
5. That the proposed iron fence will be behind any open front porch of the primary structure and any front porch of the neighboring primary structures to the east and west;
6. That the proposed iron fence meets all criteria for approval other than location;
7. That the proposed wood fence meets all criteria for administrative approval;
8. That a unique circumstance exists regarding placement of the fence forward of the 50% mark; [added at the meeting]
9. That this action is consistent with the provisions of 4250.4 C, D, I, and J of the Historic Preservation Ordinance contained in the Zoning and Planning Code;
10. That this action is consistent with the provisions of Subchapter 1.9 of the Preservation Guidelines and Standards other than location of proposed iron fencing; and
11. That based upon the evidence presented in the application, Staff Report and during the public hearing, the Commission finds that although this application does not strictly comply with the standards set forth in the Preservation Guidelines, that a unique circumstance exists and that the work proposed is nevertheless historically appropriate and in compliance with the intent of the Guidelines and the Secretary of the Interior's Standards and will not adversely affect the historic character of the property or the integrity of the historic property and/or district according to the Preservation Guidelines and Standards for Oklahoma City Historic Districts for Oklahoma City, and according to the provisions of the Oklahoma City Municipal Code, 2007

Ayes: Tague, Collier, Brown, Clemmer, Gaines, Jones, Nelson, Small, Taylor, Zimmer.

Nays: None.

Absent: Daniel.

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- 6G. HPCA-09-082** at 3015 N Harvey Parkway. (Jefferson Park), Ward 2. Consideration and possible action on application of Greta Stromberg by Robert Raftery for Certificate of Appropriateness to 1) Resolve all window issues.

Greta Stromberg and Robert Raftery were present for comment.

**CONTINUED.** Motion: Collier / Nelson to move **60-day continuance** that, based upon the evidence presented in the application of HPCA-09-082, Staff Report and during the public hearing, that the Commission finds that additional information is required from the applicant in order to determine whether the action requested is in compliance with Preservation Guidelines and Standards for Oklahoma City Historic Districts for Oklahoma City, and according to the provisions of the Oklahoma City Municipal Code, 2007.

Ayes: Tague, Collier, Brown, Clemmer, Gaines, Jones, Nelson, Small, Taylor, Zimmer.

Nays: None.

Absent: Daniel.

## 7. OTHER BUSINESS

- 7A HPCA-09-093 at 614 NW 26th Street. (Paseo), Ward 2. To receive comments from the Historic Preservation Commission concerning the historic integrity of all structures for a future action by the City Council. This item will be referred to Development Services for dilapidated structure processing.

**FORWARD COMMENTS.** Motion: Clemmer / Collier to **forward comments** that, based upon the evidence presented in the application of HPCA-09-093, Staff Report and during the public hearing, that the Commission finds:

The structures **do not** retain historic integrity and are not significant resources to the district due to previous alterations and recent fire damage.

Ayes: Tague, Collier, Brown, Clemmer, Gaines, Jones, Nelson, Small, Taylor, Zimmer.

Nays: None.

Absent: Daniel.

- 7B HPCA-09-092 at 1000 NW 37th Street. (Crown Heights), Ward 2. To receive comments from the Historic Preservation Commission concerning the historic integrity of all structures for a future action by the City Council. This item will be referred to Development Services for dilapidated structure processing.

**Continued on Continuance Docket**

**8. CITIZENS TO BE HEARD**

**9. COMMUNICATIONS AND REPORTS**

**A. Commission Members**

Commissioner Jones inquired about Murals in HL Zoning on residential structures.

**B. Municipal Counselor**

**C. Administrative Approvals**

**9C1. HPCA-09-083** at 3026 N Harvey Parkway. (Jefferson Park), Ward 2. Staff is announcing the Administrative Approval of the item on the application of Michael Cross for Certificate of Appropriateness to: 1) Installation of storm windows.

**9C2. HPCA-09-099** at 244 NW 34th Street. (Edgemere Park), Ward 2. Staff is announcing the Administrative Approval of the items on the application of Mary Megan Clement Trust for Certificate of Appropriateness to: 1) Install 8-foot driveway gate behind the 50% mark of the primary structure; 2) Install garden gate in rear yard; and 3) Install canvas panel inserts in an existing side yard fence on top of a retaining wall at the property line.

**9C3. HPCA-09-026** at 620 NW 41st ST. (Crown Heights), Ward 2. Staff is announcing the Administrative Approval of the items on the application of Leland & Deborah Dennis for Certificate of Appropriateness to: 1) To amend CA to install a wrought iron fence instead of a cedar fence.

**9C4. HPCA-09-103** at 310 NW 16th Street. (Heritage Hills), Ward 6. Staff is announcing the Administrative Approval of the items on the application of Jeff Witt for Certificate of Appropriateness to: 1) Install driveway gate and 2) modify HPCA-09-001 to delete construct rear patio (10' by 20') and to construct rear stoop (3' x 4').

**9C5. HPCA-09-105** at 322 NW 20th Street. (Heritage Hills), Ward 6. Staff is announcing the Administrative Approval of the item on the application of David Schneider for Certificate of Appropriateness to: 1) Install cactus sculptures in front yard.

**9C6. HPCA-09-108** at 501 NW 19th Street. (Mesta Park), Ward 6. Staff is

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announcing the Administrative Approval of the item(s) on the application of Bonnie Goodrich by Donald Hicks of Alen Cement for Certificate of Appropriateness to: 1) Replace driveway to match existing color, size and dimension.

- 9C7. HPCA-09-098** at 216 NW 34th Street. (Edgemere Park), Ward 2. Staff is announcing the Administrative Approval of the item(s) on the application of Mark & Marian (Pratt) Clopton for Certificate of Appropriateness to: 1) Install canvas awning over kitchen door at east side of the house.

### D. Withdrawals

- 9D1. HPCA-09-039** at 1009 NW 18th St. (Mesta Park), Ward 6. Staff is announcing the withdrawal of the item on the application of Carrie & Richard Evans for Certificate of Appropriateness to: 1) Replace sliding glass door with French style doors at the rear of the structure.

### E. City Council

- 9E1. HPCA-PC10219** at Guernsey Park Place Lots 9-11, Block 17. (Paseo), Ward 2. Recommendation to rezone Neighborhood Conservation Lots 9-11, in block 17 of Tract-2 to Tract-5. **This item will be scheduled to be heard by City Council for Introduction on August 4, 2009 and Final hearing on September 1, 2009. City Council has deferred this item to the September 29, 2009.**
- 9E2. HPCA-PC10220** at Neighborhood Conservation Tract-5. (Paseo), Ward 2. Recommendation to rezone Neighborhood Conservation Tract-5 from Historic Landmark/Historic Preservation to Urban Design. **This item will be scheduled to be heard by City Council for Introduction on August 4, 2009 and Final hearing on September 1, 2009. City Council has deferred this item to the September 29, 2009.**
- 9E3. Ordinance change relating to Tract Five of the Neighborhood Conservation Zoning District.** (Paseo), Ward 2. Recommendation regarding the ordinance amending regulations of the Neighborhood Conservation Zoning District for Tract 5 (Paseo Commercial District). **This item will be scheduled to be heard by City Council for Introduction on August 4, 2009 and Final hearing on September 1, 2009. City Council has deferred this item to the September 29, 2009.**

### F. Board of Adjustment

- 9F1. BOA-13154** at 321 Park Avenue. Ward 6. Staff is announcing the appeal

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of the decision of the Downtown Design Review Committee regarding the requirement for a Certificate of Approval for the replacement of windows. **The appeal is scheduled to be heard by the Board of Adjustment on September 3, 2009.**

- 9F2. BOA-13145** at 609 NW 14th Street. (Jefferson Park), Ward 2. Staff is announcing the appeal of the decision of the Planning Director regarding the requirement for a Certificate of Appropriateness for the replacement of damaged vinyl siding in a Historic District. The appeal was filed by Eric Groves on behalf of Kurt Reiger. **The appeal is scheduled to be heard by the Board of Adjustment on September 17, 2009.**

### **G. Planning Commission**

None.

- H.** The next regularly scheduled meeting for the Historic Preservation Commission is Wednesday, October 7, 2009 at 2:00 p.m. at the Municipal Building, City Council Chamber. New applications and information on continued projects are to be submitted to staff by 4:00 p.m., Tuesday, September 8, 2009.

- I.** The next regularly scheduled workshop for the Historic Preservation Commission is Monday, September 14, 2009 at 4:00 p.m. at **Council Chamber, 3rd Floor Municipal Building, 200 N. Walker Avenue, Oklahoma City, Oklahoma.**

### **10. ADJOURNMENT (3:55 p.m.)**

Motion: Clemmer / Zimmer to adjourn the 9/2/2009, meeting of the Historic Preservation Commission.

Ayes: Tague, Collier, Brown, Clemmer, Gaines, Jones, Nelson, Small, Taylor, Zimmer.

Nays: None.

Absent: Daniel.

pjh