

Minutes
Historical Preservation and Landmark Board of Review
Regular Meeting
Will Rogers Building
CR – 214 (Innovate) /216 (Create)
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
Sep. 1, 2022, 4:00 p.m.

MEMBERS PRESENT: Josh Greenhaw
Mike Mays
Susan McCalmont
Janis Powers
Laura Stone
Kassy Malone
Carla Splaingard

MEMBERS ABSENT: Camal Pennington

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Terry Flaughter, Applicant

A. Roll Call:

Chair Laura Stone called the meeting to order at 4:03 p.m. A roll call was taken, and a quorum was established. Ms. Stone was advised that notice of the meeting had been given and an agenda posted in accordance with the Open Meeting Act.

B. Minutes:

1. Approval, disapproval, or amendment of the minutes of the August 4, 2022, meeting:

Josh Greenhaw moved to approve the meeting minutes of August. Mike Mays seconded the motion. The following votes were recorded, and the motion passed:

Mr. Greenhaw, yes; Mr. Mays, yes; Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Stone, yes.

C. Special Public Hearings: None.

D. Rezoning Requests: None.

E. Certificates of Appropriateness:

1. Discussion and possible action regarding CA-22-23-4, request by Terry and Farah Flaughter for a certificate of appropriateness for replacement of windows on the two family dwelling at 914 East Drive in the Lincoln Terrace East Historic District.

The applicant requests a certificate of appropriateness for window replacements that have already been completed and for roof vent installation. The application states that ten windows were replaced. Instead, 19 windows (a total of 10 window openings) were replaced, and one window not mentioned in the application was installed on the home's rear. The replaced windows were original wood double hung windows in deteriorated condition. Most windows had divided light in the upper sashes. When the applicant acquired the property, all windows on the home were boarded up, and at least two windows were missing. The replacement windows are Window Mart 7100 Series replacement single hung windows with double pane glass. Except for one window on the rear elevation, the replacement windows have no muntins.

After receiving a notice of violation, the applicant applied for a certificate of appropriateness. The applicant provided the attached contractor's estimate and photographs of the completed work.

When the applicant purchased the property in November 2019, the property was in poor condition overall. The original windows were deteriorated due to long-term lack of maintenance, some windows were missing, and some were boarded up. The applicant inquired with the Commission's Office about repairing the existing windows, and Staff advised the applicant that repairing the windows would not require review. Staff advised the applicant that replacing more than 50 percent of any window would require a certificate of appropriateness. When the applicant inquired about installing storm windows, Staff advised that wood or aluminum storm windows could be approved and that a certificate of appropriateness would be required. The applicant decided first to try repairing the windows but found that rainwater and air drafts were still entering through some of the windows after repairs were made. The applicant ultimately decided to replace the windows.

While the new windows are designed to fit the original window openings, they do not match the original, historic wood windows' design, frame width, profile, or muntin patterns. The new windows change the appearance of the home. There is no precedent for approving all-vinyl windows on historic homes in the HP District since the Historic Preservation Standards and Guidelines were adopted in 2018. Vinyl-clad wood windows have been approved only for new homes and garages. Vinyl and vinyl-clad wood windows have not been approved on existing homes that contribute to the district's historic character. The vinyl windows do not have the same appearance or sustainable qualities as historic wood windows.

Staff recommended denying CA-22-23-4 since the work is inconsistent with the Commission's Historic Preservation Standards and Guidelines and negatively impacts the property's visual character, historic integrity, and the Lincoln Terrace East Historic District.

Kassy Malone entered the meeting at 4:11 P.M.

Mike Mays moved to deny CA-22-23-4. Josh Greenhaw seconded the motion. The following votes were recorded, and the motion passed:

Mr. Greenhaw, yes; Ms. Malone, yes; Mr. Mays, yes; Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Stone, yes.

F. Miscellaneous:

1. Information on the MAPS 4 Neighborhood Connectivity Project in the Oklahoma City Innovation District.

Mr. Jones informed the board that the Capitol-Medical Center Improvement and Zoning Commission wants to promote the City’s plan to improve connectivity in the district by sending out a survey to citizens to speak on areas in the community that could be improved upon, such as sidewalks or transit systems. A questionnaire and a map-based survey are currently available online for public feedback, and responses will be used to inform decision-making on future improvements in the district.

Discussion only. No action taken.

2. Possible discussion regarding home sharing uses and group homes.

The Board members discussed various aspects of home sharing within the HP District and other jurisdictions, such as the City of Oklahoma City. Members decided to do some more research on how home sharing is handled in other districts and return to the topic at the next meeting. The Commission also requested that staff provide a comparison list of how other historic districts handle home sharing.

Discussion only. No action taken.

G. Reports and Communications:

1. October meeting date change:

The meeting date for October has been changed from October 6th to October 13th.

H. Adjournment:

There being no further business, Josh Greenhaw motioned to adjourn. Mike Mays seconded the motion. Seeing no opposition, the meeting adjourned at 4:57 p.m.