

Minutes
Historical Preservation and Landmark Board of Review
Special Meeting
Will Rogers Building
EGID Central Conference Room on the 3rd Floor
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
July 12, 2023, 4:00 p.m.

MEMBERS PRESENT: Laura Stone
Mike Mays
Susan McCalmont
Camal Pennington
Carla Splaingard
Janis Powers

MEMBERS ABSENT: Kassy Malone

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Chad Davidson, City of OKC, Applicant
Chris Smith, City of OKC, Applicant
Ethan Burton, Kerry on Homes & Restoration LLC, Applicant
Lisa Burkhart, Kerry on Homes & Restoration LLC, Applicant
Andy McGuigan, Applicant
Z. Warrior, CWNA

A. Roll Call:

Chair Laura Stone called the meeting to order at 4:00 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 June 1, 2023, meeting:

Janis Powers moved to approve the meeting minutes of June. Susan McCalmont seconded the motion. The following votes were recorded, and the motion passed:

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-22-23-20, request by the City of Oklahoma City for a certificate of appropriateness for demolition of a single family dwelling at 1500

North Stiles Avenue in the Wilson-Harn Historic District: (Tabled on 2/2/2023; 5/4/2023; and 6/1/2023)

Mr. Jones reported that since the June meeting, where the Board requested that the owner of the property produce a letter of loan approval or a letter of intent from an architect or contractor to rehabilitate the house, or a listing agreement or signed contract with a real estate agent to sell the property for their consideration, the owner has provided staff with a letter of intent from an architect and a loan prequalification letter, not a loan approval letter, as requested.

The owner was advised by staff that information submitted after the deadline would not be placed on the agenda for consideration at today's meeting. Staff has not received further documents than what was received on June 23, 2023, or heard from the owner since then.

Mr. Jones reported that the condition of the property had remained the same and suggested giving the owner one final continuance for thirty days. Beyond that, if staff does not receive anything further from the owner indicating progress toward repairing the dwelling or listing the property for sale, he recommends that the board make a final decision on the City's application.

The members asked Mr. Jones if he found out the house was a contributing structure in the Classen's North Highland Parked survey. He replied that a decision had not been determined yet. He referred the members to the emails in their packet from Matthew Pearce and correspondence between Katie Friddle and the consultant Tori Raines, a Sr. Architectural Historian preparing the survey of that neighborhood that plans to recommend the house as a non-contributing structure. Ultimately, when the survey is completed, the State Historic Preservation Office (SHPO) determines whether the structure contributes to the historic district or not. The reason for Ms. Raines's recommendation of the structure being non-contributing is due to the addition on the south elevation on the front of the house being incompatible with the architectural style of the original house and not the condition of the structure. The survey is expected to be completed by the end of August.

The owner was expected to join the meeting remotely but was unable to join due to a scheduling conflict.

The Board decided to wait until the survey was completed and give the owner until the September 7, 2023, meeting to provide them with a letter of loan approval and proof of under contract with an architect to repair the house.

The applicant, the City of Oklahoma City, attended the meeting and supported the members' decision to table their item for another sixty days.

Susan McCalmont moved to table this item for sixty days to allow the property owner time to secure funding, secure an architect and a plan for the property, provide a signed contract for under services, and receive the final survey results. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

Mr. Pennington entered the meeting at 4:02 p.m.

2. Discussion and possible action regarding CA-21-22-51, request by the City of Oklahoma City for a certificate of appropriateness for demolition of a single family dwelling at 644 NE 14th Street in the Capitol-Lincoln Terrace Historic District:

(Tabled on 7/7/2022; 11/3/2022; 12/1/2022; 2/2/2023; and 5/4/2023)

Mr. Jones reported that the property has a new owner as of June 21, 2023. The owner/contractor of this property retained a building permit to restore the home. Although the owner could not attend today's meeting, he provided the members with photos showing some of the clean-up work done outside and inside the house, where all fire and water damage had been removed.

The Board decided to table the applicant's item to the January 4, 2024, meeting to give the new owner time to dry in the principal dwelling. The applicant, the City of Oklahoma City, supported and endorsed the Board's decision. The applicant intends to withdraw their application when the work is completed.

Janis Powers moved to table this item for six months. Carla Splaingard seconded the motion. The following votes were recorded, and the motion passed:

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

3. Discussion and possible action regarding CA-23-24-1, request by Ethan Burton for a certificate of appropriateness for the following work at 809 NE 18th Street, the Lincoln Terrace East Historic District:

- a. Removal of two arched plate glass fixed windows and replacement with arched aluminum-clad wood fixed windows with integral divided lights on the south elevation of the house.**
- b. Demolition of a two-story detached garage and apartment due to dilapidation.**
- c. Construction of a two-story detached garage and apartment.**

Mr. Jones reported that the applicant had recently purchased the property to repair, rehabilitate, and possibly sell as an investment.

- a. Removal of two arched plate glass fixed windows and replacement with arched aluminum-clad wood fixed windows with integral divided lights on the south elevation of the house.**

Mr. Jones reported that the current windows were inappropriate, and it appeared the original windows had been removed and replaced with fixed glass and wood frames. The applicant proposes replacing the two front windows with more appropriate windows with integral divided light in a grid pattern as described in the application in compliance with the Historic Preservation Standards and Guidelines.

Mike Mays moved to approve item 3. a. Carla Splaingard seconded the motion. The following votes were recorded, and the motion passed:

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

- b. Demolition of a two-story detached garage and apartment due to dilapidation.**

Mr. Jones reported that the detached garage apartment has been unoccupied for many years, resulting in the garage's damage and deterioration, making it structurally unsound and a public safety hazard. The members were provided several photos from the applicant showing the damage caused to the exterior and interior of the garage over the years, supporting the applicant's request to demolish the structure.

Carla Splaingard moved to approve item 3. b. Mike Mays seconded the motion. The following votes were recorded, and the motion passed:

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

- c. Construction of a two-story detached garage and apartment.**

Mr. Jones reported that the applicant proposes constructing a detached two-car garage with an upper-story apartment north of the house and west of the current garage location, not visible from the street that provides vehicular access and clearance from side yards and rear utility easement, which the existing garage did not offer. The applicant plans to salvage the bricks and windows from the current garage for reuse on the new one.

The applicant requests a conditional use permit for the garage apartment as required by the zoning rules for the RD-1 residential zoning district. The applicant also requests a variance from the 25 percent lot coverage limit since the existing principal dwelling commandeers more than 25 percent of the lot and a variance from the 5-foot side yard setback on the west property line to allow for a 2-foot clearance to improve the turning radius and accessibility for vehicles.

The Board requested that the applicant provide revised plans more compatible with Tudor Revival architecture and to consult with the City of Oklahoma City on building code setbacks. The members provided the applicant with recommendations to consider when revising new plans for consideration.

The applicant was advised to submit revised plans by July 26 for consideration by the Board at the August 3, 2023, meeting or submit by August 28 to be considered by the Board at the September 7, 2023, meeting.

Mike Mays moved to table item 3. c to the next meeting. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

4. Discussion and possible action regarding CA-23-24-2, request by Andrew and Natalie McGuigan for a certificate of appropriateness for window restoration work and installation of wood storm windows on 57 windows on the house at 615 NE 15th Street in the Capitol-Lincoln Terrace Historic District:

Mr. Jones reported that this item came to staff as a code enforcement issue due to work done without a certificate of appropriateness.

The applicant proposes and requests to keep the noncompliant storm windows installed, continue with the same pattern and design, and make custom windows for the remaining windows on the house.

The Board decided to table the applicant's request to the next meeting due to the proposed storm windows having wider sashes covering the pattern of the original windows behind them.

The board recommended the applicant come back with a new proposal that includes wood storm windows where the frame around the edges matches the existing windows at a minimum and no larger.

Mike Mays moved to table this item to the next meeting. Susan McCalmont seconded the motion. The following votes were recorded, and the motion passed:

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

The meeting was adjourned at 5:29 p.m. due to losing a quorum.

5. Announcement of deferred item:

- a. **CA-22-23-27, request by Church of the Living God for a certificate of appropriateness to retain 29 vinyl windows and install muntins on the dwelling at 947 East Drive, also known as 949 East Drive, in the Lincoln Terrace East Historic District (Tabled on 5/4/2023). This item has been deferred to the August 3, 2023, meeting.**

Item not heard due to the loss of quorum.

F. Miscellaneous:

1. **Report and possible discussion on a training opportunity on the National Register of Historic Places program:**

Item not heard due to the loss of quorum.

G. Reports and Communications:

1. **Report on the Historic Resources Survey of Classen's North Highland Parked Addition.**
2. **Report on two board vacancies: Historian and Attorney.**

Item not heard due to the loss of quorum.

H. Adjournment:

There being no further business, Carla Splaingard motioned to adjourn. Mike Mays seconded the motion. Seeing no opposition, the meeting adjourned at 5:29 p.m.