

**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**  
**February 1, 2024, 4:00 p.m.**

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**MEMBERS PRESENT:** Laura Stone  
Kassy Malone  
Camal Pennington  
Carla Splaingard  
Janis Powers

**MEMBERS ABSENT:** Mike Mays  
Susan McCalmont

**STAFF/GUESTS:** Casey Jones, AICP, OMES, Planner  
Beverly Hicks, OMES, Planning/Administrative Coordinator  
Cody Hobbs, Applicant  
Ashley Clark, Smith & Clark Homes  
Auston Clark, Smith & Clark Homes  
Derrick Smith, Smith & Clark Homes

**A. Roll Call:**

Chair Laura Stone called the meeting to order at 4:08 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 January 10, 2024 special meeting:**

Janis Powers moved to approve the meeting minutes of January. Carla Splaingard seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Pennington, 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-23-24-15, request by Cody Hobbs for a certificate of appropriateness for replacement of windows on the dwelling at 948 NE 17th Street in the Lincoln Terrace East Historic District.**

Mr. Jones presented background information on the homeowner's existing noncompliant vinyl windows, which were installed without the board's approval. The homeowner received a notice

of violation from the City of Oklahoma City, which prompted him to file for a certificate of appropriateness for the existing windows as they are.

Staff does not recommend approval of vinyl windows as they are inconsistent with the Historic Preservation Standards and Guidelines. Replacing the installed vinyl windows with wood or aluminum clad wood windows that fit the original window openings and match the original divided light patterns is recommended according to the Historic Preservation Standards and Guidelines.

The homeowner was given recommendations from the board members on windows and siding that are appropriate and conducive to the home.

Carla Splaingard moved to deny CA-23-24-15. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Pennington, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Stone, yes.

**2. Discussion and possible action regarding CA-23-24-14, request by Derrick Smith for a certificate of appropriateness for the following exterior work at 832 NE 20th Street in the Lincoln Terrace East Historic District:**

Mr. Jones presented background information and gave an overview of the list of exterior projects for the property's home.

- a. Item 1: Alterations to the front porch on the north elevation of the dwelling, including removal of the existing west-facing entry door and wall, removal of the two existing north-facing windows and wall, enclosure of the recessed portion of the existing porch with an aluminum framed glass wall and a new north-facing entry door.**

Janis Powers moved to deny this item 1. a. Laura Stone seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Pennington, yes; Ms. Powers, yes; Ms. Splaingard, yes;  
Ms. Stone, yes.

- b. Item 2: Application of limewash to the exterior brick on the dwelling.**

Carla Splaingard moved to deny this item 2. b. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Pennington, yes; Ms. Powers, yes; Ms. Splaingard, yes;  
Ms. Stone, yes.

- c. Item 3: Replacement of all windows on the dwelling with new windows.**
- d. Item 4: Construction of a second story addition on the south elevation of the dwelling.**
- e. Item 5: Construction of a two-story detached garage to the south of the dwelling.**

In a combined vote, the Board denied items 3, 4, and 5 for lack of specificity. The board members recommended appropriate and conducive materials for the home to the homeowner's representative, who was present at the meeting.

Carla Splaingard moved to deny CA-23-24-14. Kassy Malone seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Pennington, yes; Ms. Powers, yes; Ms. Splaingard, yes;  
Ms. Stone, yes.

**F. Miscellaneous:** None.

**G. Reports and Communications:** Update on board vacancies and appointments.

Mr. Jones informed the members that the Chairman of the Capitol-Medical Zoning Commission had selected a Historian and Resident member for the board. The Commission will make a final decision on the two proposed members at its February 23 meeting.

**H. Adjournment:**

There being no further business, Laura Stone motioned to adjourn. Carla Splaingard seconded the motion. Seeing no opposition, the meeting adjourned at 5:08 p.m.