

**Minutes**  
**Historical Preservation and Landmark Board of Review**  
**Meeting**  
**Will Rogers Building**  
**EGID Central Conference Room on the 3rd Floor**  
**2401 N. Lincoln Boulevard, Oklahoma City, OK 73105**  
**March 7, 2024, 4:00 p.m.**

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**MEMBERS PRESENT:** Laura Stone  
Susan McCalmont  
Camal Pennington  
Janis Powers  
Carla Splaingard  
Stephanie Barbour-Cooper  
Rachel Smith

**MEMBERS ABSENT:** Kassy Malone  
Mike Mays

**STAFF/GUESTS:** Casey Jones, AICP, OMES, Planner  
Beverly Hicks, OMES, Planning/Administrative Coordinator  
Kenneth Avey, Applicant representative

**A. Roll Call:**

Chair Laura Stone called the meeting to order at 4:02 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 February 1, 2024, meeting:**

Janis Powers moved to approve the meeting minutes of February. Camal Pennington seconded the motion. The following votes were recorded, and the motion passed:

Ms. McCalmont, yes; Mr. Pennington, yes; Ms. Powers, yes; Ms. Splaingard, yes;  
Ms. Cooper, yes; Ms. Smith, yes; Ms. Stone, yes.

**C. Special Public Hearings: None.**

**D. Rezoning Requests: None.**

**E. Certificates of Appropriateness:**

**1. Discussion and possible action regarding CA-23-24-18, request by Kenneth Avey for a certificate of appropriateness for exterior alterations to the dwelling at 946 NE 19th Street in the Lincoln Terrace East Historic District:**

- a. Alterations to the rear windows and walls of the dwelling as part of a bathroom conversion; and
- b. Alterations to the side entry door on the west elevation of the dwelling.

Mr. Jones provided background information on the homeowner's requests outlined in items 1 (a, b, and c) and 2 (a and b) in the staff report. Mr. Avey, the applicant's representative, was present at the meeting to answer the members' questions.

**Staff Recommendation:** The proposed window and wall modifications on the rear of the dwelling would change the appearance of the rear addition but would not detract from the overall design integrity of the dwelling. Therefore, staff recommends approval of the rear addition exterior alterations with the condition that final window specifications be provided to staff before issuing a certificate of appropriateness. Regarding the side entry door, to be consistent with past board rulings, staff recommends approval of a decorative, non-functional paneled door rather than filling in the door opening with bricks, with the condition that the final door specifications be provided to staff before issuing a certificate of appropriateness.

The Board approved the proposed alterations to the rear windows and walls and the filling in of the west entry doorway with bricks. The approved windows to be installed are aluminum-clad wood windows. When bricking in the side door, the board requires removing the concrete stoop.

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 approve CA-23-24-18, 1 (a, b, and c) and 2 (a and b) with the stipulation that the stoop on the west side be removed and the brick restored where the stoop attaches to the vertical wall. Camal Pennington seconded the motion. The following votes were recorded, and the motion passed:

Ms. McCalmont, yes; Mr. Pennington, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Cooper, yes; Ms. Smith, yes; Ms. Stone, yes.

**F. Miscellaneous:** None.

**G. Reports and Communications:** None.

**H. Adjournment:**

There being no further business, Camal Pennington motioned to adjourn. Carla Splaingard seconded the motion. Seeing no opposition, the meeting adjourned at 4:24 p.m.