

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
June 6, 2024, 4:00 p.m.

MEMBERS PRESENT: Laura Stone
Kassy Malone
Mike Mays
Janis Powers
Carla Splaingard
Stephanie Barbour-Cooper
Rachel Smith

MEMBERS ABSENT: Susan McCalmont
Camal Pennington

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Sarah Marshall, Applicant
Madison Von Tungeln, Guest
Justin Perdig, Guest
Zenophon 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 May 2, 2024, special meeting:

Carla Splaingard moved to approve the special meeting minutes of May. Mike Mays seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Mays, yes; Ms. Powers, yes; Ms. Splaingard, yes;
Ms. Barbour-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-23-24-26, request by Sarah Marshall for a certificate of appropriateness for construction of a circle driveway at 645 NE 14th Street in the Capitol-Lincoln Terrace Historic District: (Tabled on 5/2/2024).

On May 2, 2024, the Board tabled this item and requested a revised site plan with dimensions and an aerial photo. The applicant submitted the revised site plan to the Commission's office on May 28, 2024, for the Board's consideration.

Mr. Jones presented background information on the homeowner's request for a certificate of appropriateness for the construction of a new circle driveway on the South side of the property. The semi-circular driveway proposed is 13 feet in width in the front yard with two 18-foot-wide curb cuts at 645 NE 14th Street, entering and exiting N.E. 14th Street.

The Board determined that, given the property's dimensions, the proposed 13-foot width was too wide for the circle driveway and collectively agreed that a 10-foot width was appropriate.

Mike Mays moved to approve CA-23-24-26 with a 36-foot diameter interior radius and a 10-foot-wide driveway with standard-size approaches. Carla Splaingard seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Mays, yes; Ms. Powers, yes; Ms. Splaingard, yes;
Ms. Barbour-Cooper, yes; Ms. Smith, yes; Ms. Stone, yes.

2. **Discussion and possible action regarding CA-23-24-29, request by Madison Von Tungeln on behalf of the owners, Hunter Morris and Emily Morris, for a certificate of appropriateness for exterior work at 624 Culbertson Drive in the Capitol-Lincoln Terrace Historic District:**

- a. Construction of an attached carport on the west side of the existing detached garage.
- b. Extension of existing concrete driveway for additional parking and access to the carport. Driveway will be concrete with brick lining on the edges.
- c. Installation of brick-lined concrete pad for trash can placement behind existing brick fence.
- d. Installation of brick-lined concrete pull-off parking space from existing driveway in the front yard.
- e. Installation of brick lining along edges of existing concrete driveway.

Mr. Jones presented background information on the homeowner's request for a certificate of appropriateness for the following exterior work at 624 Culbertson Drive.

- a. Construction of an attached carport on the west side of the existing detached garage.**
- b. Extension of existing concrete driveway for additional parking and access to the carport. Driveway will be concrete with brick lining on the edges.**

Items a. and b. of E.1. were taken as a combined vote.

Ms. Barbour-Cooper moved to table items a and b of CA-23-24-23. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Mays, yes; Ms. Powers, yes; Ms. Splaingard, yes;
Ms. Barbour-Cooper, yes; Ms. Smith, yes; Ms. Stone, yes.

c. Installation of brick-lined concrete pad for trash can placement behind existing brick fence.

Mike Mays moved to approve item c. of CA-23-24-23. Kassy Malone seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Mays, yes; Ms. Powers, yes; Ms. Splaingard, yes;
Ms. Barbour-Cooper, yes; Ms. Smith, yes; Ms. Stone, yes.

d. Installation of brick-lined concrete pull-off parking space from existing driveway in the front yard.

Ms. Barbour-Cooper moved to deny items d. of CA-23-24-23. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Mays, yes; Ms. Powers, yes; Ms. Splaingard, yes;
Ms. Barbour-Cooper, yes; Ms. Smith, yes; Ms. Stone, yes.

e. Installation of brick lining along edges of existing concrete driveway.

Mike Mays moved to approved item e. of CA-23-24-23. Ms. Barbour-Cooper seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Mr. Mays, yes; Ms. Powers, yes; Ms. Splaingard, yes;
Ms. Barbour-Cooper, yes; Ms. Smith, yes; Ms. Stone, yes.

F. Miscellaneous:

1. Staff announces administrative closure of the following applications due to inactivity:

- a. CA-22-23-25, 838 NE 21st Street:** request by Jeffrey Wilkerson for a certificate of appropriateness for demolition of a detached garage due to dilapidation and for construction of a detached garage (Tabled on 3/2/2023).
- b. CA-22-23-28, 911 NE 16th Street:** request by Brandon Swearingen for a certificate of appropriateness for construction of a residential duplex and a detached garage with an apartment (Tabled on 10/5/2023).

Mr. Jones reported that the certificates of appropriateness for both properties have been closed indefinitely due to the inaction of the applicants. A new certificate of appropriateness is required.

Ms. Barbour-Cooper exited the meeting at 4:52 p.m.

G. Reports and Communications: Update and possible discussion on code enforcement actions.

Mr. Jones informed board members of his conversation with the Commission's counsel.

H. Adjournment:

There being no further business, Mike Mays motioned to adjourn. Janis Powers seconded the motion. Seeing no opposition, the meeting adjourned at 4:59 p.m.