

Minutes
Historical Preservation and Landmark Board of Review
Regular Meeting
Will Rogers Building
OMES Will Rogers Motivation Conference Room 303
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
January 8, 2026, 4:00 p.m.

MEMBERS PRESENT: Laura Stone
Kassy Malone
Mike Mays
Janis Powers
Stephanie Barbour-Cooper

MEMBERS ABSENT: Susan McCalmont
Carla Splaingard
Rachel Smith

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Vicki VanStavern, Applicant
Kenneth Avey, Applicant
Hugh Randall, Applicant
Richard Mooney, Applicant
Meredith Shaevitz, Applicant
Norman Tejada, Applicant

A. Roll Call:

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

B. Minutes:

1. Approval, disapproval, or amendment of the minutes of the November 6, 2025, meeting:

Mike Mays moved to approve the meeting minutes of November 2025. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

C. Special Public Hearings: None.

D. Rezoning Requests: None.

E. Certificates of Appropriateness:

1. **Discussion and possible action regarding CA-25-26-11, request by Kenneth Avey on behalf of the owners, Brandon Kyle Taylor and Skyler Taylor, for a certificate of appropriateness for demolition of a detached garage and construction of a new detached garage at 612 NE 16th Street in the Capitol-Lincoln Terrace Historic District:**

Casey Jones explains that the proposed demolition request at 612 NE 16th Street is due to the garage's poor condition. He provided details about the property's location, describing it as a two-story single-family home with a detached garage. An aerial photo and street view of the property were presented, highlighting the deterioration and structural issues of the existing garage.

Mr. Jones further explained that the proposed plan for a new detached garage includes building a two-car garage at the same location, with dimensions similar to the old one. The new garage will not include living quarters, unlike the existing one, which had a living space attached. The new garage's orientation will provide easier vehicle access, addressing issues with the current structure.

Stephanie Barbour-Cooper moved to approve item E.1: demolition of the existing garage and construction of a new garage, with the condition that the new garage must have two separate garage doors with wood overlay and a wood pillar in the middle. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

2. **Discussion and possible action regarding CA-25-26-12, request by the owner, Vicki VanStavern, for a certificate of appropriateness for exterior work at 729 NE 17th Street in the Capitol-Lincoln Terrace Historic District:**

Casey Jones explains the proposed requests for exterior work at 729 NE 17th Street, outlined in items a-e.

a. Construction of two freestanding solar shade structures in the yard to the rear (north) of the dwelling.

Mike Mays moved to approve item E.2.a. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

Proposed alterations to the rear (north) elevation of the dwelling:

b. Construction of an electrical closet that encloses an existing basement entry door and eliminates an existing ground floor entry door.

c. Construction of a new, partially covered porch.

Ms. VanStavern, the applicant, was present at the meeting and stated that the proposed materials for the addition match the garage.

Mike Mays moved to approve items E.2.b and E. 2.c. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

d. Conversion of an existing entry door on the ground floor into a window to match the window directly above it.

Mike Mays moved to approve item E.2.d. Stephanie Barbour-Cooper seconded the motion. The following votes were recorded, and the motion passed:

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

e. Elimination of an existing entry door on the second floor and filling in the doorway with brick.

Kassy Malone moved to approve item E.2.e. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

3. Discussion and possible action regarding CA-25-26-13, request by Hugh Randall on behalf of the owner, Richard Mooney, for a certificate of appropriateness for the construction of a 1.5-story addition to the south elevation of the existing detached garage at 619 NE 14th Street in the Capitol-Lincoln Terrace Historic District:

Casey Jones explains that the request at 619 NE 14th Street is for the proposed construction of a one-and-a-half-story addition with living quarters on the south elevation of the existing detached garage.

Mr. Jones stated that, according to the historic preservation standards and guidelines, garages and houses constructed within the past 25 years are supposed to follow new-construction standards rather than those for historic structures. So, standards are a little more flexible, a little bit more lenient.

Mr. Jones further explained, you will be able to see this addition from the street. He provided a photo showing the top of the existing garage over the existing fence. He reported that the HP Board of Review granted a certificate of appropriateness in 2016 for a one-story garage for

vehicle storage with Exterior Insulation and Finish System (EIFS) siding. He also noted some EIFS siding on the house.

Mr. Jones said EIFS (non-conforming) is not a material normally approved for use in the historic district, but the new addition is proposed to have the non-conforming siding as well to match the existing materials.

The Board members discussed the proposed material options and agreed that the EIFS approved in 2016 would not be approved again. They recommended using conforming materials, such as brick that closely matches the original, lap siding, board-and-batten siding, or stucco for the exterior of the new addition. The Board informed the applicant that their preferred choices are brick, which closely matches the original in color and texture, and lap siding, as the best options compatible with the non-conforming material, EIFS, which complies with the historic preservation standards and guidelines and with new construction standards of 25 years or less.

Chairwoman Stone encouraged the applicant to work with Casey Jones on appropriate materials.

Laura Stone moved to approve item E.3, with the condition that the first floor of the new addition uses historically conforming materials and that the dormer be stucco. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

4. Discussion and possible action regarding CA-25-26-4, request by Meredith Shaevitz, Pitch Perfect Construction, on behalf of the owner, Norman Tejada, for the following work at 641 NE 15th Street in the Capitol-Lincoln Terrace Historic District:

Casey Jones explains the proposed requests for the following work at 641 NE 15th Street, outlined in items a-k.

- a. Extension of the existing front porch by 4 feet southward from the dwelling to include replacement of the existing square columns with round Colonial style columns.**
- b. Installation of a new uncovered concrete slab porch to the east of the existing front porch.**

Mike Mays moved to deny item E.4.a. and E.4.b. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

c. Installation of a new awning above the existing entry door on the west elevation of the dwelling.

Mike Mays moved to table item E.4.c. to the next meeting. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

d. Construction of an attic dormer on the north (rear) elevation of the dwelling.

Mike Mays moved to approve item E.4.d., with the exception of the form factor of the siding. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

e. Replacement of the existing siding on the addition on the east side of the principal dwelling with LP Smart composite wood board-and-batten siding.

f. Installation of four wood or aluminum clad wood windows on the existing addition (proposed sunroom) on the east side of the dwelling (includes conversion of the south-facing entry door into a window).

Mike Mays moved to approve items E.4.e and item E.4.f, the windows, and the changing of siding to horizontal lap siding, including the dormer and garage as well. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

g. Replacement of 29 existing windows on the dwelling with new wood or aluminum clad wood windows with simulated divided light.

The profile of the original windows of this home were mostly either 8-over-1 on the front or 6-over-1 on the sides.

Stephanie Barbour-Cooper moved to approve item E.4.g, matching the profile of the existing window patterns where they exist, with administrative approval per brand and meeting window specifications. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

h. Conversion of two existing windows into French doors on the north (rear) elevation of the dwelling.

Janis Powers moved to approve item E.4.h, with the condition that the French doors must have glass with full-simulated divided light. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

i. Demolition of the detached garage due to dilapidation.

j. Construction of a one-story detached garage with a footprint no larger than 24' x 32' with three south-facing vehicular entry doors.

Mike Mays moved to approve item E. 4. i. demolition request, and moved to table item E. 4. j., with the applicant submitting the revised plans of the garage with double overhead doors to staff. Janis Powers seconded the motion. The following votes were recorded, and the motion passed.

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

k. Other exterior work as specified in the application.

(1) Removal of a side entry door and filling in the doorway with brick on the west elevation of the dwelling:

Mike Mays moved to deny item E.4.k.1. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

(2) Concrete work: construction of a rear concrete patio, replacement of the concrete driveway, and installation of a concrete walkway in the rear yard:

Mike Mays moved to table item E.4.k.2. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

F. Miscellaneous: None.

G. Reports and Communications: None.

H. Adjournment:

There being no further business, Mike Mays motioned to adjourn. Janis Powers seconded the motion. Seeing no opposition, the meeting was adjourned at 5:57 PM.