

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
February 5, 2026, 4:00 p.m.

MEMBERS PRESENT: Laura Stone
Susan McCalmont
Janis Powers
Carla Splaingard
Stephanie Barbour-Cooper

MEMBERS ABSENT: Kassy Malone
Mike Mays
Rachel Smith

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Harold Bourke, Applicant
Meredith Shaevitz, Applicant

A. Roll Call:

Chair Laura Stone called the meeting to order at 4:01 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 January 8, 2026, 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. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, 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-25-26-16, request by Meredith Shaevitz, Pitch Perfect Construction, on behalf of the owner, Norman Tejada, for a certificate of appropriateness for the following work at 641 NE 15th Street in the Capitol-Lincoln Terrace Historic District:

Mr. Jones introduced the project at 641 NE 15th Street, noting that it was on last month's agenda, and presented the recently received updated revised plans, including a breakdown of items (a–f) for the Board's consideration.

a. Alterations to the front porch, including replacement of the concrete porch floor and steps, replacement of two columns, and installation of lap siding on the portico.

Janis Powers moved to approve the replacement of the concrete porch floor and steps in the same size and configuration as the existing, the replacement of the two corner wood columns in the same size, configuration, and material as the existing, and the installation and replacement of the gable with smooth exterior (exterior-grade) plywood, matching the existing details. Stephanie Barbour-Cooper seconded the motion. The following votes were recorded, and the motion passed:

Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Barbour-Cooper, yes; Ms. Stone, yes.

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

Carla Splaingard moved to approve item E.1.b. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Barbour-Cooper, yes; Ms. Stone, yes.

c. Construction of a 12' x 15' concrete patio on the north elevation (rear) of the dwelling. (Item E.1.c was approved and included with items E.1. e. and E.1.f. in a combination vote)

d. Construction of a one-story 24' x 32' detached garage with two south-facing vehicular entry doors.

Janis Powers moved to approve item E. 1. d. Carla Splaingard seconded the motion. The following votes were recorded, and the motion passed:

Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Barbour-Cooper, yes; Ms. Stone, yes.

e. Removal and replacement of the concrete driveway according to the dimensions shown on the site plan. (Item E.1.e. was approved and included with items E.1. c. and E.1.f. in a combination vote)

- f. Construction of a concrete walkway between the rear entry door of the dwelling and the entry door of the garage as shown on the site plan.** (Item E.1.f. was approved and included with items E.1. c. and E.1.e. in a combination vote)

Janis Powers moved to approve items E. 1. c., E. 1. e., and E. 1. f. Stephanie Barbour-Cooper seconded the motion. The following votes were recorded, and the motion passed:

Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Barbour-Cooper, yes; Ms. Stone, yes.

2. Discussion and possible action regarding CA-25-26-17, request by Harold Bourke for a certificate of appropriateness for the construction of a one-story 14' x 24' detached garage at 905 NE 21st Street in the Lincoln Terrace East Historic District:

The applicant presented a proposal for a new garage. The Board tabled the application due to missing material specifications. The proposed garage would be located two feet from the lot line, whereas the rules require five feet, necessitating a variance from the Capitol-Medical Center Improvement and Zoning Commission. Mr. Bourke has applied for a variance, and the Board is asked to provide a recommendation on the variance as part of the application.

Mr. Jones presented an aerial photograph of the original garage. The driveway remains, but the garage has been removed. Based on available information, it appears the garage was removed sometime between 2003 and 2007. The National Register listing for Lincoln Terrace East (prepared in 2003 and listed in 2004) references the garage.

Mr. Jones reported that the proposal calls for a new concrete slab and footings in approximately the same location as the original garage. This location allows the applicant to use the existing driveway and supports simple alignment for maneuvering in and out of the garage, which is the basis for the variance request.

Mr. Jones commented that, at the time he prepared the staff report, he and the applicant were still finalizing the proposed materials. The applicant indicated he is proposing 4'x8' composite wood Smart Siding (50-year siding) with no batten. The Board expressed that this material is not acceptable and stated that traditional materials, including lap siding, and specific window and door details are required. The Board directed Mr. Jones to provide the applicant with a written summary of the required materials and conditions, and to request submission of supporting garage specifications (windows, walk door, overhead door, and siding) for inclusion in the application packet upon resubmittal.

Janis Powers moved to continue CA-25-26-17 until the next board meeting on March 5. Carla Splaingard seconded the motion. The following votes were recorded, and the motion passed:

Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Barbour-Cooper, yes;
Ms. Stone, yes.

F. Miscellaneous: None.

G. Reports and Communications: None.

H. Adjournment:

There being no further business, Janis Powers motioned to adjourn. Carla Splaingard seconded the motion. Seeing no opposition, the meeting was adjourned at 4:39 PM.