

Minutes
Historical Preservation and Landmark Board of Review
Virtual Special Meeting
Nov. 5, 2020, 4:00 p.m.
WebEx, Virtual Special Meeting

A meeting notice had been given and an agenda was posted in accordance with the Open Meeting Act.

MEMBERS PRESENT: Josh Greenhaw
Kassy Malone
Susan McCalmont
Janis Powers
Carla Splaingard
Laura Stone

MEMBERS ABSENT: Sharon Astrin
Mike Mays
Dr. Andreana Prichard

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Catherine Montgomery, Preservation and Design Studio
Frank V. Roesler III, ODOT Virtual Meetings
Sieana Mackiewicz, ODOT VM
Bart Vleugels, ODOT VM

A. Roll Call:

Chairwoman, Laura Stone called the meeting to order at 4:11 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 October 1, 2020, special meeting:

Susan McCalmont moved to approve the special meeting minutes of October. Carla Splaingard seconded the motion. The following votes were recorded and the motion passed:

Mr. Greenhaw, abstain; Ms. Malone, yes; Ms. McCalmont, 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-20-21-12, request by Catherine Montgomery, representing Culbertson Plaza LLC, the owner, for a Certificate of

Appropriateness for exterior work at 712 Culbertson Drive in the Lincoln Terrace East Historic District of Oklahoma City:

- a. Item 1, remove ornamental metal fence located to the east and west sides of Building 2 (secondary building /former gas station).
- b. Item 2, remove 5 fabric awnings and metal awning frames from the north elevation of Building 1 (main building) and two fabric awnings and metal awning frames from the north elevation of Building 2 (secondary building/former gas station). Install four flat architectural metal awnings (one 8' x 3' awning and three 5' x 3' awnings) on the north elevation of Building 1.
- c. Item 3, install four 24" x 36" tenant blade signs on the north elevation of Building 1, install one 24' x 36" tenant blade sign on the north elevation of Building 2 and one 24" x 36" tenant blade sign on the east elevation of Building 2.
- d. Item 4, install one 5' x 3' wood freestanding property identification sign to the west of the central driveway on Culbertson Drive.

Staff recommended to approve the certificate of appropriateness, Items 1 through 4, with the following findings and conditions:

Findings:

- a. The proposed improvements are compatible with the design of the existing buildings and do not obscure character-defining features.
- b. The proposed improvements will be installed in a manner that will not damage existing, historic materials on the building facades, and can be removed without impacting historic materials.
- c. The location, scale quantity, orientation, design and materials of the proposed improvements are compatible with the property's setting and with buildings on nearby properties.
- d. The proposed improvements will have no adverse effect on the integrity and historic character of the district or the property.

Recommended conditions:

- a. Building-mounted awnings and signs shall be anchored to the building through the exterior wall mortar rather than through the bricks.
- b. All exterior work shall conform to the approved site plan, architectural elevation drawings, and exterior material specifications. Changes to the approved plans must be submitted to commission staff for review and approval prior to making changes on site.

Janis Powers moved to approve to CA-20-21-12. Josh Greenhaw seconded the motion. The following votes were recorded and the motion passed:

Mr. Greenhaw, abstain; Ms. Malone, yes; Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Stone, yes.

F. Miscellaneous:

1. Discussion and possible action to approve 2021 meeting dates, all at 4:00 p.m.

Jan. 7	Mar. 4	May 6
Feb. 4	Apr. 1	June 3

July 1
Aug. 5

Sept. 2
Oct. 7

Nov. 4
Dec. 2

Josh Greenhaw moved to approve the 2021 meeting dates. Carla Splaingard seconded the motion. The following votes were recorded and the motion passed:

Mr. Greenhaw, abstain; Ms. Malone, yes; Ms. McCalmont, yes; Ms. Powers, yes;
Ms. Splaingard, yes; Ms. Stone, yes.

G. Reports and Communications: None.

H. Adjournment:

There being no further business, Carla Splaingard motioned to adjourn. Susan McCalmont seconded the motion. Seeing no opposition, the meeting adjourned at 4:35 p.m.