

Minutes
Historical Preservation and Landmark Board of Review
Regular Meeting
Will Rogers Building
EGID Central Conference Room on the 3rd Floor
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
December 7, 2023, 4:00 p.m.

MEMBERS PRESENT: Laura Stone
Mike Mays
Susan McCalmont
Carla Splaingard
Janis Powers

MEMBERS ABSENT: Kassy Malone
Camal Pennington

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Brian Becker, Guest
Don Narromey, Applicant
Vicki VanStavern, Applicant
Chris Turpin for study session
Jeremy Gardner, Gardner Architects

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 October 5, 2023 meeting:

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

Mr. Mays, 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-23-24-11, request by Brian Becker for a certificate of appropriateness for the replacement of eight aluminum windows with new aluminum windows on the dwelling at 600 NE 19th Street in the Capitol-Lincoln East Historic District.

Mr. Jones presented background information and an overview of the applicant's request to replace eight aluminum windows on the second floor of the property's home with new aluminum windows to fit the dimensions of the existing window openings.

Two windows on the west elevation will be replaced with fixed, direct-set windows. Three windows on the east elevation will be replaced with fixed, direct-set windows (The existing window with three glass panels will be replaced with a fixed window having one glass panel). Three windows on the north elevation will be replaced with casement or awning windows that can open.

Mike Mays moved to approve CA-23-24-11 as presented. Carla Splaingard seconded the motion. The following votes were recorded, and the motion passed:

Mr. Mays, yes; Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Stone, yes.

2. **Discussion and possible action regarding CA-23-24-12, request by Vicki VanStavern for a certificate of appropriateness for exterior work at 729 NE 17th Street in the Capitol-Lincoln East Historic District:**

Item 1: Replacement of 30 wood windows with new aluminum clad wood windows on the dwelling.

Item 2: Installation of new custom railings matching the original railing design where railings are missing on the side porch on the east elevation of the dwelling.

Item 3: Installation of new handrails on the north and south exterior entries.

Mr. Jones presented background information and gave an overview of the applicant's request to replace forty-four wood windows instead of thirty as was previously thought with aluminum clad wood windows on the property's home and install new handrails and custom railings matching the original design.

Replace 44 windows on the dwelling with new aluminum clad wood windows with a 6-over-1 pattern on the street-facing windows, a 6-over-1 pattern on the east-facing window on the side porch, and a 1-over-1 pattern on all other windows. The street-facing windows must be restored, and all other windows can be replaced.

Install new custom railings matching the original railing design where railings are missing on the side porch on the east elevation of the dwelling.

Install new handrails on the north and south exterior entries for safety purposes.

Carla Splaingard moved to approve Item 1 of CA-23-24-12 for the applicant to restore the street-facing windows as specified on the front of the house and replace the other windows as specified in the home as desired. Susan McCalmont seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Stone, yes.

Susan McCalmont moved to approve Items 2 and 3 of CA-23-24-12 custom railings and new handrails as specified. Mike Mays seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Stone, yes.

3. **Discussion and possible action regarding CA-23-24-13, request by Jeremy Gardner on behalf of the owner, Phyllis Jordan, for a certificate of appropriateness for exterior work at 1500 North Stiles Avenue in the Wilson-Harn Historic District:**

Mr. Jones presented background information on the homeowner's property and gave an overview of the applicant representative's new application for five proposed work items.

Item 1: Demolition of the one-story addition (built circa 1965) on the south elevation of the dwelling.

The applicant must provide a site plan showing existing improvement.

Susan McCalmont moved to approve item one of CA-23-24-13. Mike Mays seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Stone, yes.

Item 2: Construction of a new two-story addition on the south elevation of the dwelling.

The applicant must explore options to keep the center window on the south elevation. Provide a revised elevation drawing showing the proposed treatment of this window for the board's review. Provide a site plan showing the proposed improvements.

Susan McCalmont moved to approve item two of CA-23-24-13 as specified. Carla Splaingard seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Stone, yes.

Item 3: Alterations to window and door openings on the north and east elevations of the dwelling.

The applicant must provide elevation drawings for the north and east elevations for the board's review.

Item 4: Replacement of all windows on the dwelling with new aluminum clad wood windows.

The applicant must provide updated elevation drawings for all sides for the board's review.

Item 5: Painting of exterior brick on the dwelling.

Mike Mays moved to table items three, four, and five of CA-23-24-13. Carla Splaingard seconded the motion. The following votes were recorded, and the motion passed:

Ms. Malone, yes; Ms. McCalmont, yes; Ms. Powers, yes; Ms. Splaingard, yes; Ms. Stone, yes.

F. Miscellaneous:

- 1. Study Session Item: Discussion and possible recommendations regarding preliminary plans submitted by Chris Turpin for fence installation, relocation of breeze blocks, storage of a recreational vehicle, and installation of landscaping at 1601 N. Lincoln Boulevard in the Wilson-Harn Historic District.**

The meeting adjourned at 4:55 p.m. before this item was addressed due to the loss of a quorum.

After adjournment, the study session continued with members present, and the public was invited to stay at the meeting.

Discussion only. No action was taken.

G. Reports and Communications: None.

H. Adjournment:

There being no further business, Mike Mays motioned to adjourn. Laura Stone seconded the motion. Seeing no opposition, the meeting adjourned at 4:55 p.m.