



Minutes
Historical Preservation and Landmark Board of Review
Special Meeting
Will Rogers Building
CR – 214 (Innovate) /216 (Create)
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
February 8, 2022, 4:00 p.m.

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

MEMBERS ABSENT: Kassy Malone
Camal Pennington

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Drew Ramsey, Applicant's Representative
Luke Richardson, Property Owner/Applicant

A. Roll Call:

Chair Laura Stone called the meeting to order at 4:09 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 January 6, 2022, meeting:

Mike Mays moved to approve the meeting minutes of January. Susan McCalmont 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-21-22-30, request by Stacey and Tyler Ramsey, prospective buyers, for a certificate of appropriateness for replacement of one window with two windows on the south elevation of the home at 616 NE 15th Street in the Capitol-Lincoln Terrace Historic District:



The applicant requests a certificate of appropriateness for removal of one, 4-over-4, wood double-hung window located on the south elevation of the home, and replacement with two, 6-over-6, Quaker Brighton Series aluminum-clad wood, single hung windows. The two windows would occupy a larger opening in the brick wall as compared to the existing single window. The proposed two windows would have a sill height of 36 inches. The location of the proposed work is on the south elevation between the existing laundry room and bay window projection.

Staff recommended approval of this request with the findings and conditions as presented in the staff report.

During discussion on this request, inaccuracies in the submitted elevation drawings became apparent. Several proposed alterations shown on the drawings had not been specified and explained in the application for a certificate of appropriateness. The board noted that it can only act on the request to replace one window with two windows, as this is the only proposed work item on the agenda. Work that is not listed on today's agenda can be placed on a future agenda for consideration. Reviewing the proposed work is not possible without accurate drawings. The consensus of the board is to request that the applicant submit revised drawings with accurate dimensions showing the full scope of the actual exterior alterations that are proposed.

Joshua Greenhaw moved to approve CA-21-22-30. Carla Splaingard seconded the motion. The following votes were recorded and the motion resulted in a tie and failed:

Mr. Greenhaw, yes; Mr. Mays, yes; Ms. McCalmont, no; Ms. Powers, no;
Ms. Splaingard, yes; Ms. Stone, no.

Joshua Greenhaw made a motion to request an amended application and to consider the current application and the amended application, since the current application did not pass, at the next meeting. Carla Splaingard seconded the motion. The following votes were recorded and the motion passed:

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

Mr. Greenhaw entered the meeting at 4:12 p.m.

F. Miscellaneous:

1. Discussion and possible action to make findings and recommendations regarding a zoning violation complaint at 645 NE 14th Street in the Capitol-Lincoln Terrace Historic District of Oklahoma City:

Staff has received complaints about utilities, mechanical equipment, and items stored outdoors in the fenced yard on the west side of the home at this address. The owner obtained approvals to construct a pool and to replace a solid wood fence with an ornamental steel fence. However,



outdoor utilities and equipment that were installed during the construction of the pool are now visible from the street. The owners have advised Staff that exterior screening is being planned.

The consensus of the Board is that the area in question is unsightly and must be screened to comply with the screening provisions listed in the *Historic Preservation Standards and Guidelines*. Landscape plantings alone would be sufficient to provide the required screening.

Staff will contact the owners and advise them of the Board's recommendation.

Discussion only. No action was taken.

2. **Request by Luke Richardson, owner of the property at 945 NE 16th Street in the Lincoln Terrace East Historic District, to address the Board about options for resolving a citation received for exterior work; possible discussion and action to make findings and recommendations regarding exterior work at the above-listed address:**

The Board advised Mr. Richardson that he could consider filing a new application for a certificate of appropriateness that would include a plan to install muntins in the street-facing windows and landscaping in the yards to the East and Northeast of the home.

Discussion only. No action was taken.

G. Reports and Communications: None.

H. Adjournment:

There being no further business, Mike Mays motioned to adjourn. Joshua Greenhaw seconded the motion. Seeing no opposition, the meeting adjourned at 5:37 p.m.