

Minutes
Historical Preservation and Landmark Board of Review
Special Meeting
Will Rogers Building
EGID Central Conference Room on the 3rd Floor
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
May 2, 2024, 4:00 p.m.

MEMBERS PRESENT: Laura Stone
Mike Mays
Camal Pennington
Janis Powers
Carla Splaingard
Stephanie Barbour-Cooper
Rachel Smith

MEMBERS ABSENT: Kassy Malone
Susan McCalmont

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Charles Marshall, Applicant
Bruce Waight, Guest
Zenophon Warrior, CWNA

A. Roll Call:

Chair Laura Stone called the meeting to order at 4:01 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 March 27, 2024, special meeting:

This special meeting was scheduled in lieu of the April 4, 2024, meeting due to insufficient staff availability.

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

Mr. Mays, yes; Mr. Pennington, yes; Ms. Powers, yes; Ms. Splaingard, yes;
Ms. Barbour-Cooper, yes; Ms. Smith, yes; Ms. Stone, yes.

C. Special Public Hearings: None.

D. Rezoning Requests: None.

E. Certificates of Appropriateness:

1. Discussion and possible action regarding CA-23-24-26, request by Sarah Marshall for a certificate of appropriateness for construction of a circle driveway at 645 NE 14th Street in the Capitol-Lincoln Terrace Historic District:

Mr. Jones presented background information on the homeowner's request for a certificate of appropriateness for the construction of a circle driveway at 645 NE 14th Street.

The Board recommended that this item be tabled to a future meeting pending receipt of more information and requested that the applicant submit a more accurate site plan showing all dimensions, including exactly where the driveway and curb cuts will be in relation to the house, the existing curbs, the existing sidewalks, trees, signs, and property lines.

The Board requested that the applicant submit a site plan with a superimposed aerial photo to help them visualize the proposed driveway's size and location. The applicant may also submit alternative driveway options for the Board's consideration.

A condition of approval is that a variance must be obtained from the Commission. The Commission cannot approve a variance until the Board approves a certificate of appropriateness.

Camal Pennington moved table CA-23-24-26 to the next meeting. Mike Mays seconded the motion. The following votes were recorded, and the motion passed:

Mr. Mays, yes; Mr. Pennington, yes; Ms. Powers, yes; Ms. Splaingard, yes;
Ms. Barbour-Cooper, yes; Ms. Smith, yes; Ms. Stone, yes.

2. Discussion and possible action regarding CA-23-24-23, request by Cody Hobbs for a certificate of appropriateness for replacement of windows on the dwelling at 948 NE 17th Street in the Lincoln Terrace East Historic District:

Mr. Jones presented background information on the homeowner's request for a certificate of appropriateness for the replacement of street-facing windows and trim with new vinyl windows and trim that fit the dimensions of the original window openings at 948 NE 17th Street.

On February 2, 2024, the Board denied the applicant's request for a certificate of appropriateness for work that was completed without prior approval: replacement of 29 windows on the house with new, "American Craftsman, Pro Series, Low-E Argon Glass Double Hung White Vinyl Replacement windows with grids and screens." (CA-23-24-14)

On March 20, 2024, the Commission's office received a new application from the owner with quotes showing the cost of installing aluminum-clad wood windows. Rather than replacing all windows with aluminum-clad wood windows, the applicant requests a flexible interpretation and application of the Historic Preservation Standards and Guidelines so that vinyl windows facing the street may be replaced with more appropriately sized vinyl or

aluminum-clad wood windows. (Two quotes for aluminum-clad wood windows were provided. No new quote for vinyl windows has been provided.)

On April 26, 2024, the applicant advised the Commission's office that the subject property is under contract for sale with the anticipated closing date on May 2, 2024. On May 2, 2024, the applicant spoke with staff by phone and advised that the closing date had been rescheduled to May 8, 2024. The current application is not transferrable to the new owner.

Mr. Jones mentioned that the application submitted for today's meeting is confusing. The applicant requested approval to install vinyl windows, but in the attachments that were provided, there are no vinyl window proposals listed; instead, there are two aluminum-clad wood window proposals.

In staff's opinion, the quote shown in Exhibit A (Pella Aluminum Clad Wood Double Hung Window for 29 windows) meets the applicable standards and guidelines and can be approved, though the applicant states that this option is not financially feasible. However, staff does not recommend approval of the quote in Exhibit B (Pella Aluminum Clad Wood Double Hung Window for 21 street-facing windows) since it would allow some inappropriate vinyl windows to remain on the house. Vinyl windows are not consistent with the Historic Preservation Standards and Guidelines. Replacing the installed vinyl windows with wood or aluminum-clad wood windows that fit the original window openings and match the original divided light patterns is recommended.

Mr. Jones informed board members at the meeting that the applicant respectfully requests that they table this item or take no action at this time. The applicant or a representative was not present at the meeting.

The Board asked staff what happens to the current violation when the property is closed. Staff stated that existing zoning violation cases typically do not transfer to the new owner. Once a property is sold, the City of Oklahoma City ("The City") will either close or dismiss an open complaint if the property has been sold. However, staff has had phone conversations with the inspector assigned to the Capitol-Medical Zoning District, who advised staff that the City would pursue enforcement on the new owner if that action were requested by staff, this board, or the Commission. He referenced when this happened before; the most recent case was the house at 411 NE 15th Street, where an owner installed vinyl windows throughout the home without approval, sold the home and it changed hands a couple of times. A bank ultimately acquired the house, and the City held the bank responsible; they received a citation.

The Board expects the current or new owners to replace the non-compliant windows with windows that meet the applicable zoning rules (wood or aluminum-clad wood windows).

The Board directed staff to contact the Commission’s counsel for advice on handling these types of situations.

Camal Pennington moved to deny CA-23-24-23 and direct staff to request the City to move forward with the citation. Mike Mays seconded the motion. The following votes were recorded, and the motion passed:

Mr. Mays, yes; Mr. Pennington, yes; Ms. Powers, yes; Ms. Splaingard, yes;
Ms. Barbour-Cooper, yes; Ms. Smith, yes; Ms. Stone, yes.

F. Miscellaneous: None.

G. Reports and Communications: None.

H. Adjournment:

There being no further business, Camal Pennington motioned to adjourn. Mike Mays seconded the motion. Seeing no opposition, the meeting adjourned at 4:54 p.m.