

**MINUTES**  
**Regular Meeting**  
**HISTORIC PRESERVATION COMMISSION**

August 2, 2023 – 2:00 p.m.  
Municipal Building, City Council Chamber

The meeting of the Oklahoma City Historic Preservation Commission was called to order in the City Council Chamber, 3rd Floor of the Municipal Building, 200 N. Walker Avenue, Oklahoma City, Oklahoma. The meeting convened at 2:00 p.m. and adjourned at 4:19 p.m. Notice of the meeting and agenda were filed with the City Clerk’s office and posted on the Council bulletin board 24 hours prior to the meeting.

**I. Call To Order**

**A. Roll Call**

Members Present: Taylor Fudge, Chair  
Patrick Gaines  
Molly McBride  
John Milner  
Cassi Poor  
David Remy – in at 2:02 p.m.  
Caitlin Whitley, AIA  
Gary Wood

Members Absent: Sarah Jordan, Vice-Chair

Staff Present: Katie McLaughlin Friddle, Historic Preservation Officer  
Daryl Callaway, Assistant Planner  
Robi Jones, Assistant Planner  
Rita Douglas-Talley, Municipal Counselor  
Keith Daniels, Administrative Coordinator

**B. Meeting Process**

**II. From The Office of The Historic Preservation Officer**

A. None.

**III. Acceptance Of Minutes of Previous Meeting**

**A. July 5, 2023, meeting.**

**ACCEPTED:** Motion: Gaines / Wood to accept the minutes of the July 5, 2023, Historic Preservation Commission meeting.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Whitley, Wood

Nays: None.

Absent: Jordan

Abstained: Remy

**Action: ACCEPTED**

**IV. Code Enforcement Report**

**A. Code Enforcement Report**

**V. Continuance Announcements and Requests**

**A. Uncontested Request(s)**

**1. None.**

**B. New Request(s):** (Contested Continuance Requests will be heard under Items for Individual Consideration.)

**1. None.**

**VI. Public Hearings**

**A. Dilapidated Structures**

**1. C23-33197 at 1001 NW 21st Street** (Mesta Park, Ward 6). Consideration and possible action on a request by Andrew Jones, City of Oklahoma City, for 116 NW 29th LLC, for a recommendation to City Council regarding demolition of a dilapidated structure (garage only).

**Andrew Harroz spoke on this case.**

**Recommended approval:** Motion: Wood / Whitley to recommend approval to City Council of C23-33197 with the following comments, and that it complies with all relevant Guidelines and sections of the Municipal Code, 2020\*, as referenced in the Staff Report:

- 1) The historic integrity of the structure appears to be compromised and the structure does not contribute to the character of the district in its current state;
- 2) Demolition of the structure will have a minimal adverse effect on the historic character of the district.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley,  
Wood  
Nays: None.  
Absent: Jordan  
Abstained: None.

**Action: RECOMMENDED APPROVAL**

## **B. National Register Nomination(s)**

1. None.

## **C. Consent Docket**

1. **HPCA-22-00071 at 108 NW 25th Street** (Jefferson Park, Ward 2). Consideration and possible action on application by Fallon Brooks-Magnus, Creative Home Designs, for Kayla Watson, Bad Apple Equities, LLC, for Certificate of Appropriateness to: 1) Construct house (elective); 2) Construct garage (elective); 3) Install mechanical equipment (elective); 4) Install paving (elective); 5) Install fence (elective); and 6) Revise previously approved items 1, 2, and 4 to accommodate setback and ROW (required).

### **Specific Findings, Items 3 and 5:**

1. That mechanical equipment is minimized by both placement and screening (fence).
2. That opaque fences will be 40 percent back in the side yard;
3. That the finished side of the fence will face alley and street;
4. That side and front facing fences will be no more than six feet tall and fences at the rear property line will be no more than eight feet tall.

### **Specific Findings, Item 6:**

1. That new construction must follow historic setback patterns of the street and be consistent with historical patterns of development;
2. That the proposed revision is consistent with the intent of the previously approved Certificate of Appropriateness.

- 2. HPCA-23-00090 at 436 NW 30th Street** (Jefferson Park, Ward 2). Consideration and possible action on application by Jocelyn Lupkin, Robison & Associates, for Mumtaz Khan for Certificate of Appropriateness to: 1) Remove north parking (required); 2) Install south, off-street parking (required); 3) Remove east door, ramp and stair and infill door (required); 4) Install driveway (required); 5) Install bike rack (required); 6) Construct ramp, landing, and railing at north entrance (required); 7) Install planter and sidewalk on north (required); 8) Construct ramp, land, and railing on south (required); 9) Install trash enclosure (required); 10) Install fence (required); 11) Construct west sidewalk on west (required); 12) Install railing on wood platform (required); 13) Reverse door opening direction (required); 14) Install 6-foot tall fence (required); and 15) Install gate at northwest corner of building (required).

**Specific Findings, Items 1, 2, 3, 4, 5, 7, 11, 12, and 13:**

1. That the front yard of the property has been altered previously from the presumed historic condition;
2. That removal of paving and reinstallation of landscaping in the front yard appears to be an improvement to the appearance and historic integrity of the property and the block;
3. That the proposed driveway exceeds the allowed width and may require a variance;
4. That the proposed parking is largely screened from view due to location and is an improvement over parking in the front of the property;
5. That the proposed work alters the topography of the site and introduces more impermeable surface;
6. That the property is zoned for commercial use and has been used in a non-residential manner for some time;
7. That these items were previously approved appear consistent with illustrations but require a current CA to finalize permits.

**Specific Findings, Items 6 and 8:**

1. That the ramp and landing are in place per the previously approved HPCA-21-00061;
2. That the proposed metal pipe railings are stated to be necessary to meet criteria for accessibility;
3. That the proposed metal pipe railings at the rear ramp are not visible from the street;
4. That the proposed metal pipe railings at the front are visible from

the street; and

5. That the proposed railings are largely transparent and inconspicuous.

**Unique Circumstances, Items 6 and 8:**

1. That proposed railings are less conspicuous than the built railings and the transparency is consistent with the commercial use and design of the property;
2. That the immediately surrounding area has a substantial level of commercial use and architecture that render the railings unremarkable at this highly altered structure.

**Specific Findings, Items 9, 10, 14, and 15:**

1. That the proposed fencing and trash receptacle reduce the visual, noise, and light impacts of the specific development on the abutting property despite the lack of landscape material;
2. That the fence buffers the abutting property and mitigates the impact of conflicting land uses; and
3. That the proposed gate provides a pleasant visual character and structure to the built environment that is sensitive to both safety and aesthetic issues at this unique location.

**Unique Circumstances, Items 9, 10, 14, and 15:**

1. That That this property may be unique in that the current commercial use cannot accommodate all current landscape and screening criteria of the Municipal codes but meets said screening criteria as well as possible.

**Approved:** Motion: Gaines / Wood to approve Consent Docket items, as stated, that based upon evidence presented in the applications, Staff Reports, and during the public hearing, that the proposed works, with specific findings and unique circumstances, will not have an adverse effect on the historic character of the district or property and complies with all relevant Guidelines and sections of the Municipal Code, 2020, as referenced in the Staff Report.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley,  
Wood

Nays: None.

Absent: Jordan

Abstained: None.

**Action: APPROVED**

**D. Cases for Individual Consideration**

1. **HPCA-23-00047 at 800 NW 16th Street** (Mesta Park, Ward 6). Consideration and possible action on application by Fallon Brooks-Magnus, Jollybird Home Design, for Susan Key for Certificate of Appropriateness to: 5) Construct pergola (elective); and 6) Construct playhouse/ shed (required).

**Fallon Brooks-Magnus and Sammy Duncan spoke on this case.**

**Approved with conditions:** Motion: Gaines / Poor to approve **HPCA-23-00047** with the specific findings that the proposed work, with the agreed-upon conditions, will not have an adverse effect on the historic character of the district or property; that the following unique circumstances exist; that the items do not strictly comply with all relevant Guidelines or are not addressed by them, but are nonetheless consistent with the spirit and intent of the Guidelines and are in compliance with the relevant sections of the Municipal Code, 2020\*, as referenced in the Staff Report.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley  
Nays: None.  
Absent: Jordan  
Abstained: Wood

**Action: APPROVED WITH CONDITIONS**

**Specific Findings, Item 5:**

1. That the Standards and Guidelines do not support a pergola at a prominent location or where visible from the street;
2. That the Standards and Guidelines do not support pergolas constructed of synthetic materials that do not closely replicate historic fabric, such as plastic and vinyl;
3. That the Standards and Guidelines support pergolas constructed of wood or sustainable alternative materials that closely resemble wood;
4. That accessory structures located in the back yard must follow historic side yard and back yard setback patterns;
5. That the proposed pergola is visibly secondary to and differentiated from the structure to which it relates;
6. That the trellis-like application may be consistent with the historic character of the district;
7. That the proposed pergola is not attached to a structure and could be removed in the future;

8. That the Sustainability Justification states that the use of a pergola or freestanding trellis helps to provide shade to a building and uses screening through vegetation rather than other materials.

**Condition, Item 5:**

1. That the polycarbonate roof panels be excluded from the pergola as they are not supported by the Standards and Guidelines.

**Unique Circumstance, Item 5:**

1. That the pergola, though visible from the street, does not obscure a prominent elevation and facilitates the ongoing use and preservation of the historic garage structure.

**Specific Findings, Item 6:**

1. That the proposed accessory building is secondary to the primary dwelling in size, location, material, and design;
2. That the proposed accessory building is located so as to minimize visibility from the public right of way on N 16<sup>th</sup> Street;
3. That the proposed accessory building is minimally visible from N Shartel Avenue;
4. That the proposed accessory building appears to be moderately screened by existing fencing and landscaping;
5. That accessory buildings should be in the back yard;
6. That accessory buildings shall follow the historic side and back yard setback patterns of the historic accessory structure or other accessory buildings in the block or district;
7. That the proposed structure is small, low and modest in design;

**Condition, Item 6:**

1. That the applicant will receive a revocable permit (if needed); or move the playhouse within the property line.
2. **HPCA-23-00083 at 324 NW 26th Street** (Jefferson Park, Ward 2). Consideration and possible action on application by Gina Buendia, Verana, LLC, for Certificate of Appropriateness to: 1) Install concrete border at flower bed (required); 2) Install concrete border at front sidewalk (required); 3) Install concrete to either side of front stairs (required); 4) Install tile overlay at front porch (required); 5) Install porch swing (required); 6) Install sign and wall covering (required); 7) Install concrete/parging at brick stemwall foundation (required); 8) Install fence at driveway (required); 9) Install hot tub in back yard (required).

**Kaitlyn Turner spoke on this case.**

**Approved:** Motion: Wood / Poor to approve **items 5, 6, 8, and 9** with the

specific findings that the proposed work, with the agreed-upon conditions, will not have an adverse effect on the historic character of the district or property; that the following unique circumstances exist; that the items do not strictly comply with all relevant Guidelines or are not addressed by them, but are nonetheless consistent with the spirit and intent of the Guidelines and are in compliance with the relevant sections of the Municipal Code, 2020\*, as referenced in the Staff Report.

**Specific Findings, Item 5, 6, 8, and 9:**

1. That the proposed features meet applicable Guidelines, or are not addressed by the Guidelines but are consistent with the purpose and intent of the Historic Landmark district;
2. That the wall covering, marker, and porch swing are reversible and do not adversely affect the historic character or physical condition of the property;
3. That the hot tub is not visible from the public right of way but may require a building permit in addition to a Certificate of Appropriateness.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley, Wood

Nays: None.

Absent: Jordan

Abstained: None.

**Action: APPROVED**

**Deny with Prejudice:** Motion: Wood / Milner to deny with prejudice **items 2, 3, and 4**, with specific finding that the proposed work will have an adverse effect on the historic character of the district or property; is not consistent with the provisions of the Guidelines, and is not in compliance with the relevant Standards and Guidelines and sections of the Municipal Code, 2020\*, as referenced in the Staff Report.

**Specific Findings, Item 2, 3, and 4:**

1. That it is not part of the historic nature of the neighborhood to have the additional concrete or concrete around beds;
2. That had the process been followed in the appropriate order, the original request to install concrete would not have been approved;
3. That the Guidelines don't support the application for concrete or tile that was installed.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley, Wood

Nays: None.

Absent: Jordan

Abstained: None.

**Action: DENIED WITH PREJUDICE**

**Approved with conditions:** Motion: Gaines / Poor to approve **items 1 and 7** with the specific findings that the proposed work, with the agreed-upon conditions, will not have an adverse effect on the historic character of the district or property; the items comply with all relevant Standards and Guidelines and sections of the Municipal Code, 2020\*, as referenced in the Staff Report.

**Conditions for Item 1:**

1. That revisions to Item 1 as discussed by the Commission be submitted to staff prior to release of the Certificate of Appropriateness.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley, Wood

Nays: None.

Absent: Jordan

Abstained: None.

**Action: APPROVED WITH CONDITIONS**

3. **HPCA-23-00086 at 1001 NW 21st Street** (Mesta Park, Ward 6). Consideration and possible action on application by Tom Taylor, Building Education, for Andrew Harroz for Certificate of Appropriateness to: 1) Demolish garage (elective).

**Approved:** Motion: Milner / Whitley to approve **HPCA-23-00086** with the specific findings that the proposed work will not have an adverse effect on the historic character of the district or property and complies with all relevant Standards and Guidelines and sections of the Municipal Code, 2020\*, as referenced in the Staff Report.

**Specific Findings:**

1. The condition of the structure makes it physically impractical to rehabilitate without the loss of all or nearly all fabric contributing to its historic integrity; and
2. That the proposed demolition will have minimal adverse effect on the historic character of the district or property.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley, Wood

Nays: None.

Absent: Jordan  
Abstained: None.

**Action: APPROVED**

4. **HPCA-23-00087 at 717 NW 16th Street** (Mesta Park, Ward 6). Consideration and possible action on application by Brian Walz, BMG Properties LLC, for Certificate of Appropriateness to: 1) Remove second floor exterior door (elective); 2) Replace windows (elective); 3) Reconstruct walls of enclosed porch (elective); 5) Remove aluminum siding (elective); and 6) Install railings at porch (elective).

**Brian Walz spoke on this case.**

**Approved:** Motion: Gaines / Whitley to approve **HPCA-23-00087** with the specific findings that the proposed work, with the agreed-upon conditions, will not have an adverse effect on the historic character of the district or property; that the following unique circumstances exist; that the items do not strictly comply with all relevant Guidelines or are not addressed by them, but are nonetheless consistent with the spirit and intent of the Guidelines and are in compliance with the relevant sections of the Municipal Code, 2020\*, as referenced in the Staff Report.

**Specific Findings, Items 1, 5, and 6:**

1. That removal of non-original and inappropriate alterations, such as door ways, landings, and aluminum siding, are supported by the Standards and Guidelines.
2. That reproducing a known historic condition, such as porch railings, based on photographs and accounting for scale and proportion is supported by the Standards and Guidelines.

**Specific Findings, Items 2 and 3:**

1. That tinted windows are not supported by the Standards and Guidelines; and
2. That siding profile is chosen to match the historic.

**Condition:**

1. That the applicant submit documentation of the siding to staff prior to release of the Certificate of Appropriateness.

**Unique Circumstance:**

1. That the windows are not visible from the public right-of-way or from residential properties.

Ayes: Fudge, Gaines, Milner, Poor, Remy, Whitley, Wood  
Nays: None.  
Absent: Jordan  
Abstained: None.

**Action: APPROVED**

5. **HPCA-23-00089 at 723 NW 38th Street** (Crown Heights, Ward 2). Consideration and possible action on application by Craig Wallace, SRB LLC, for Certificate of Appropriateness to: 1) Install new sidewalk along N Shartel Ave (elective).

**Molly McBride recused.**

**Craig Wallace, AJ Kirkpatrick, Molly McBride, Amber England, Marshall Mungle, Anne Kearney, Halley Reeves, Betsy Brunsteter, and Connie Mungle spoke on this case.**

**Approved with conditions:** Motion: Poor / Milner to approve **HPCA-23-00089** with the specific findings that the proposed work, with the agreed-upon conditions, will not have an adverse effect on the historic character of the district or property; that the following unique circumstances exist; that the items do not strictly comply with all relevant Guidelines or are not addressed by them, but are nonetheless consistent with the spirit and intent of the Guidelines and are in compliance with the relevant sections of the Municipal Code, 2020\*, as referenced in the Staff Report.

**Specific Findings:**

1. That the Guidelines support the installation of new sidewalks if installed in accordance with applicable criteria;
2. That the sidewalk as proposed appears to have minimal impact upon the historic character of the district as a whole or upon the individual properties abutted by the proposed installation;
3. That the sidewalk will impact existing, potentially historic driveways and sidewalks in order to address changes in grade and slope;
4. That interactions between the sidewalk and existing historic features should be accurately documented and designed to minimize impact upon those features and to retain or recreate historic characteristics including size, shape, and materials.

**Conditions:**

1. That interactions between the N Shartel Avenue sidewalk and existing features, including sidewalks and driveways, be designed to minimize impact upon those features and to retain or recreate historic characteristics including size, shape, and materials.
2. That detailed documentation of interactions between, and modifications to, existing features including sidewalks, driveways, or topographical anomalies and the new N Shartel Avenue sidewalk be submitted to staff prior to release of a Certificate of Appropriateness.

Ayes: Fudge, Gaines, Milner, Poor, Remy, Whitley

Nays: Wood

Absent: Jordan

Abstained: McBride

**Action: APPROVED WITH CONDITIONS**

6. **HPCA-23-00091 at 930 NW 22nd Street** (Mesta Park, Ward 6). Consideration and possible action on application by Fallon Brooks-Magnus, Jollybird, for Taylor Neighbors for Certificate of Appropriateness to: 1) Remove hung windows and replace with stick built, plate glass windows (required); 2) Remove and replace hung windows (required); 3) Close window openings (required); and 4) Remove and replace door with stick built, plate glass window (required).

**Fallon Brooks-Magnus spoke on this case.**

**Approved:** Motion: Whitley / Gaines to approve **HPCA-23-00091** with the specific findings that the proposed work, with the agreed-upon conditions, will not have an adverse effect on the historic character of the district or property; that the following unique circumstances exist; that the items do not strictly comply with all relevant Guidelines or are not addressed by them, but are nonetheless consistent with the spirit and intent of the Guidelines and are in compliance with the relevant sections of the Municipal Code, 2020\*, as referenced in the Staff Report.

**Specific Findings:**

1. That documentation justifying that the windows were more than 50% deteriorated beyond repair was not submitted prior to replacement;
2. That the replacement windows on the first floor do not appear to meet relevant Guidelines for matching the historic windows in kind;

3. That when window replacement is necessary, it should be done within the existing historic opening to avoid filling in or enlarging the original opening;
4. That submitted photographs and measurements indicate that replacement windows have not been installed within the existing historic openings;
5. That wood is an appropriate material when replacing historic windows;
6. That additional documentation of original windows could be obtained with further investigation.

**Conditions:**

1. That specific drawings for each window type, showing the size, configuration, and trim around the window verifying that windows meet relevant Guidelines and match remaining historic fabric, be submitted to staff prior to release of the Certificate of Appropriateness.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley,  
Wood

Nays: None.

Absent: Jordan

Abstained:

**Action: APPROVED WITH CONDITIONS**

7. **HPCA-23-00092 at 100 NW 20th Street** (Heritage Hills East, Ward 6). Consideration and possible action on application by Preston Merritt, Hailstore Roofing and Construction, for John Dow for Certificate of Appropriateness to: 1) Replace roof (elective); 2) Install roof ventilation to match roof (elective); 3) Paint all metals to match roof, including pipe vents, flashing and drip edge (required); 4) Remove and roof over chimneys (elective); 5) Paint brick wall (elective); and 6) Paint chimney brick (elective).

**Preston Merritt spoke on this case.**

**Approved with conditions:** Motion: Milner / Poor to approve **items 1, 2, and 3** with the specific findings that the proposed work, with the agreed-upon conditions, will not have an adverse effect on the historic character of the district or property; that the following unique circumstances exist; that the items do not strictly comply with all relevant Guidelines or are not addressed by them, but are nonetheless consistent with the spirit and intent of the Guidelines and are in compliance with the relevant sections

of the Municipal Code, 2020\*, as referenced in the Staff Report.

**Specific Findings, Items 1, 2, and 3:**

1. That the proposed shingles and painted or coated metal components are consistent with the guidelines for new roofing materials;
2. That roof vents will be visible as this is a corner lot.

**Condition, Items 1, 2, and 3:**

1. That the removal of chimneys is not included in approval of roof replacement.

**Unique Circumstance, Items 1, 2, and 3:**

1. That the site is a corner lot and that the roof vents will be visible regardless of the slope of the roof on which they are mounted.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley, Wood  
Nays: None.  
Absent: Jordan  
Abstained: None.

**Action: APPROVED WITH CONDITIONS**

**Deny with prejudice:** Motion: Milner / Poor to deny with prejudice **items 4, 5, and 6** with the specific finding that the proposed work will have an adverse effect on the historic character of the district or property; is not consistent with the provisions of the Guidelines and is not in compliance with the relevant sections of the Municipal Code, 2020\*, as referenced in the specific findings in the Staff Report.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley, Wood  
Nays: None.  
Absent: Jordan  
Abstained: None.

**Action: DENIED WITH PREJUDICE**

**Specific Findings, Item 4:**

1. That the proposed shingles and painted or coated metal components are consistent with the guidelines for new roofing materials;
2. That roof vents will be visible as this is a corner lot.
3. That the removal of chimneys is not included in approval of roof replacement.

**Specific Findings, Items 5 and 6:**

1. That the site is a corner lot and that the roof vents will be visible regardless of the slope of the roof on which they are mounted.
2. That painting of unpainted brick, mortar or stone is not allowed;
3. That painting of brick undermines the chosen historic texture and coloration;
4. That painting brick, mortar, or stone adversely effects the health of the primary building to which it is attached.

**VII. Other Business**

- A. BOA-15423 at 2903 N Robinson Avenue** (Jefferson Park, Ward 2). Consideration and possible action on application by Blake Billings to provide a recommendation to the Board of Adjustment regarding an application for a Special Exception to allow for Home Sharing (elective).

**Blake Billings spoke on this case.**

**Recommended approval:** Motion: Poor / Milner to recommend approval of **BOA-15423** to the Board of Adjustment on a request for a Special Exception in the Historic Preservation District to allow for Home Sharing with the specific findings that the proposed work will not have an adverse effect on the historic character of the district or property and complies with all relevant Guidelines and sections of the Municipal Code, 2020\*, as referenced in the Staff Report, and forward the following comments:

1. The introduction of Home Sharing, as proposed by the applicant, at this property, does not appear to have an adverse effect on the character of the specific property or the historic district as a whole;
2. The introduction of Home Sharing, as proposed by the applicant, utilizes existing spaces that are consistent with the historic condition of the property and that do not require alterations to the exterior of the home; and
3. The introduction of Home Sharing, as proposed, complies with the applicable requirements for home sharing.

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley, Wood  
Nays: None.  
Absent: Jordan  
Abstained: None.

Action: **RECOMMENDED APPROVAL**

- B. SPUD-01546 at 2801 N Hudson Avenue** (Jefferson Park, Ward 2). Consideration and possible action on application by Klass Reiman-Philipp, Philipp Architecture, fo, FISCHKOPP LLC to provide a recommendation to the Planning Commission regarding a request to rezone to a Simplified Planned Unit Development (SPUD), in accordance with the regulations of the R-2 Residential District, Historic Landmark (HL) and Jefferson Park Urban Conservation Zoning District (UCD), except with the restrictions and uses as called out within the proposed SPUD.

**Klass Reiman-Philipp spoke on this case.**

**Recommended approval:** Motion: Gaines / Whitley to recommend approval of **SPUD-01546** to the Planning Commission with the specific findings and conditions, that the proposed work will not have an adverse effect on the historic character of the district or property and complies with all relevant Guidelines and sections of the Municipal Code, 2020\*, as referenced in the Staff Report:

Ayes: Fudge, Gaines, McBride, Milner, Poor, Remy, Whitley, Wood  
Nays: None.  
Absent: Jordan  
Abstained: None.

Action: **RECOMMENDED APPROVAL**

**Specific Findings:**

1. That the proposed SPUD retains the requirements and provisions of the HL zoning district, will require review and approval for any changes to the site or to the exterior of any structures in the form of a Certificate of Appropriateness, and will not allow work that detracts from the architectural character of the property or district;
2. That the proposed SPUD incorporates uses that are compatible with the character of the property and surrounding district;
3. That the proposed SPUD varies minimum lot sizes, widths and setbacks from the existing zoning in a manner that is generally consistent with the established character of the surrounding district and with relevant Guidelines for HP and HL districts as adopted within the Municipal Code;
4. That the proposed SPUD allows a density that is inconsistent with the density allowed by the current zoning but that is typical of the immediate surrounding development pattern;
5. That the proposed SPUD includes provisions for lot coverage and open space that exceed what is allowed by the current zoning and that, for Parcel B, may create the potential to substantially alter the built-to-open-space ratio at the site;
6. That the proposed SPUD eliminates parking minimums while increasing the number of dwelling units at the site.

**Conditions:**

1. That the requirement for the number of buildings be modified to make clear that no more than one primary building is allowed per lot, if the SPUD area is split;
2. That the SPUD be modified to clarify that if parking is installed, it will comply with applicable requirements;
3. That if parking requirements are to be incorporated into the SPUD, all parking should be appropriately located to minimize impact upon the historic structure and district.

**II. Communications and Reports**

**A. Administrative Approvals**

1. **HPCA-22-00144 at 1626 NW 38th Street** (Putnam Heights, Ward 2). Consideration and possible action on application by Jacob Henderson for Certificate of Appropriateness to: 7) Revise item 3 to include the replacement of the driveway and sidewalk (required).
2. **HPCA-23-00067 at 631 NW 17th Street** (Mesta Park, Ward 6). Consideration and possible action on application by Debi Crow, Perfect My Home, for Mallory Carter for Certificate of Appropriateness to: 1) Construct pergola at the rear elevation of the main house (elective).
3. **HPCA-23-00077 at 208 NW 32nd Street** (Edgemere Park, Ward 2). Consideration and possible action on application by Toni Ragsdale for Certificate of Appropriateness to: 1) Install a gate (elective).
4. **HPCA-23-00080 at 212 NW 32nd Street** (Edgemere Park, Ward 2). Consideration and possible action on application by Toni Ragsdale for Joshua Layton for Certificate of Appropriateness to: 1) Install gate (elective).
5. **HPCA-23-00082 at 910 NW 21st Street** (Mesta Park, Ward 6). Consideration and possible action on application by Wayne Warren, Amazing Exteriors, for Meredith Louire Vieira for Certificate of Appropriateness to: 1) Replace siding (elective).
6. **HPCA-23-00084 at 703 NW 24th Street** (Paseo, Ward 2). Consideration and possible action on application by Bruce Teel, City of Oklahoma City-Public Works, for Colin O'Leary for Certificate of Appropriateness to: 1) Replace sidewalks in kind (elective).
7. **HPCA-23-00085 at 217 NW 19th Street** (Heritage Hills, Ward 6). Consideration and possible action on application by Sammie Seal, Seal Construction, for Julie Charboneau for Certificate of Appropriateness to: 1) Install pool (elective).

8. **HPCA-23-00087 at 717 NW 16th Street** (Mesta Park, Ward 6). Consideration and possible action on application by for Brian Walz, BMG Properties LLC, for Certificate of Appropriateness to: 3) Replace sidewalk (elective); and 4) Replace fence (elective).
9. **HPCA-23-00088 at 215 NW 19th Street** (Mesta Park, Ward 6). Consideration and possible action on application by Griffin Templeton for Emily Busey-Templeton for Certificate of Appropriateness to: 1) Construct pool with concrete deck (elective).
10. **HPCA-23-00092 at 100 NW 20th Street** (Heritage Hills East, Ward 6). Consideration and possible action on application by Preston Merritt, Hailstore Roofing and Construction, for John Dow for Certificate of Appropriateness to: 7) Replace fence (elective).

**B. Withdrawals**

1. **None.**

**C. Administrative Closing(s):** Staff is announcing the following case(s):

1. **None.**

**D. City Council**

1. **None.**

**E. Board of Adjustment**

1. **None.**

**F. Planning Commission**

1. **None.**

**G. Municipal Counselor**

1. **None.**

**H. Next Meeting Date**

1. The next regularly scheduled meeting for the Historic Preservation Commission is **Wednesday, September 6, 2023, at 2:00 p.m.** at the Municipal Building, City Council Chamber. New applications for this meeting were received **August 1, 2023**. New information on projects

continued from today's meeting to the upcoming meeting must be submitted to staff by **4:00 p.m., Tuesday, August 8, 2023.**

2. The next regularly scheduled workshop for the Historic Preservation Commission is **Wednesday, September 13, 2023, from 11:30 p.m. to 1:30 p.m.** at 431 W Main Street in the large EMBARK conference room.

**III. Items From Commissioners**

**IV. Citizens to be Heard**

**V. Adjourn: 4:19 p.m.**