

**Minutes**  
**Historical Preservation and Landmark Board of Review**  
**Regular Meeting**  
**Will Rogers Building**  
**CR – 214 (Innovation) /216 (Create)**  
**2401 N. Lincoln Boulevard, Oklahoma City, OK 73105**  
**Nov. 4, 2021, 4:00 p.m.**

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**MEMBERS PRESENT:** Laura Stone  
Susan McCalmont  
Camal Pennington  
Janis Powers  
Carla Splaingard

**MEMBERS ABSENT:** Josh Greenhaw  
Kassy Malone  
Mike Mays

**STAFF/GUESTS:** Casey Jones, AICP, OMES, Planner  
Beverly Hicks, OMES, Planning/Administrative Coordinator  
Spencer Wilson, Fitzsimmons Architects  
Clay Taylor, SRLF  
Becky Taylor, SRLF  
Jeff Trotter, Taylor's

**A. Roll Call:**

Chair, Laura Stone called the meeting to order at 4:13 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 Oct. 19, 2021, special meeting:**

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

Ms. McCalmont, yes; Mr. Pennington, 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-21-22-18, request by Brian Fitzsimmons, Fitzsimmons Architects, on behalf of the owner, 727 Culbertson LP, for a certificate of appropriateness for construction of an illuminated monument sign at 727 Culbertson Drive in the Lincoln Terrace East Historic District of Oklahoma City:**

The applicant Spencer Wilson with Fitzsimmons Architects attended the meeting. He submitted an application for a certificate of appropriateness for a freestanding, ground monument sign with a base, in the front yard at the Highfill Court Apartments, as they are currently known. The proposed monument sign of the apartment complex denotes the new name (THE Henley) and the address (727 CULBERTSON DR) with illuminated back lit channel letters.

This same applicant came before the Board in April 2021, on this same property requesting approval of several exterior improvements that the Board approved as specified and to extend the sidewalk on to the Westside of the property.

Staff recommendation is to approve CA-21-22-18, request for a certificate of appropriateness for construction of an illuminated monument sign, with the following findings and conditions:

**Findings:**

- a. The proposed work will not adversely affect the integrity and historic character of the district or the property.
- b. The proposed work is compatible with the design of the existing building.
- c. The proposed work will not damage any historic building materials or character-defining features.
- d. The proposed work, if removed in the future, would not impair the essential form and integrity of the property and its environment.

**Conditions:**

- a. All exterior work shall conform to the approved plans. Any proposed changes must be submitted to commission staff for review and approval prior to making changes on site.
- b. A building permit shall be obtained from the Commission's office prior to the commencement of work.

**Alternatives:**

The Board may approve in whole or in part, approve subject to revisions, table, or disapprove the request for a certificate of appropriateness.

The Board had concerns about the style of the proposed mid-century sign not being era appropriate to the time when the apartments were built in 1927.

Janis Powers moved to deny approval of CA-21-22-18. Susan McCalmont seconded the motion. The following votes were recorded and the motion passed:

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

**2. Discussion and possible action regarding CA-21-22-21, request by Clay Taylor for preliminary review and recommendations on conceptual plans for construction of a second story addition to the east elevation of the home at 745 NE 18<sup>th</sup> Street in the Capitol-Lincoln Terrace Historic District of Oklahoma City:**

The applicants Clay and Becky Taylor, and Jeff Trotter with Trotter Construction attended the meeting. The applicant requests the Board's preliminary review and recommendation on conceptual plans for construction of a second story addition on top of an existing addition onto

the east elevation. The property is located on a corner lot. This request is for preliminary approval only.

Staff recommended to approve preliminary conceptual plans for the addition with the finding that the proposed work is compatible with the home and will not adversely affect the integrity and historic character of the district or the property. Direct applicant to submit a more detailed, complete set of plans, including a site plan, floor plan, roof plan, architectural elevation drawings, and exterior material specification for consideration by the Board at a future meeting.

The Board advised that there be some distinction made that offsets the addition from the original dwelling and gave the applicants some proposed suggestions.

Carla Splaingard moved to table CA-21-22-21, for the applicant submitting detailed plans as their process continues. Janis Powers seconded the motion. The following votes were recorded and the motion passed:

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

**F. Miscellaneous:** None.

**G. Reports and Communications:**

**1. Report on status of code enforcement actions in the Historic Preservation District:**

Mr. Jones updated the board members on requested information from their last meeting in October on five properties with outstanding zoning violations that are unresolved cases in the Historic Preservation District.

**407 NE 15<sup>th</sup> Street** – *Issues:* Windows replaced using inappropriately sized windows; window configurations changed; and window openings made smaller by filling gaps with lap siding. Staff contacted the applicant, has met with the applicant in office before project was started and the applicant proceeded to do work contrary to that which was approved. *Status:* A notice of violation was posted on October 1, 2021, and the City of Oklahoma City issued a citation on October 19, 2021.

**411 NE 15<sup>th</sup> Street** – *Issues:* Windows replaced; Vinyl windows installed. Fiber cement board soffit and fascia with false woodgrain installed. *Status:* A notice of violation was posted on February 18, 2020; an inspection was conducted on March 5, 2020; an extension was granted to June 29, 2020. A citation was issued June 30, 2020; owner failed to appear in court for arraignment (the trial was rescheduled several times), and a bench warrant was issued June 1, 2021. Staff was advised that the City would not reissue a new notice due to it still being an outstanding violation that cannot be taken any further.

**945 NE 16<sup>th</sup> Street** – *Issues:* Windows replaced; aluminum windows installed; window openings filled in with fiber cement board siding with false woodgrain and concrete parking lot installed. All work was done without an approved certificate of appropriateness or a building permit. *Status:* A notice of violation was posted February 18, 2020; an

inspection was conducted March 5, 2020, and a citation was issued September 8, 2020. The owner entered a plea of No Contest on August 27, 2021, was convicted, and paid fine. Staff submitted a request to the City last month to have another citation issued. The City reopened a new case on November 4, 2021, and issued a notice of violation.

**915 NE 21<sup>st</sup> Street** – *Issues:* Five windows replaced on front of the home; vinyl windows installed. *Status:* A notice of violation was posted October 19, 2018; an extension was granted to January 24, 2019. A citation was issued January 25, 2019, and the citation was dismissed at the judge’s order on January 3, 2020. Staff submitted a request to the City last month to provide us more information on this case. We advised the City’s Chief Building Inspector that the Board would like to see further enforcement action taken if there is an option to do so. The City staff advised that they could not ascertain the reason for the court’s dismissal of the original citation. The City reopened a new case November 4, 2021, and issued a notice of violation.

**719 NE 17<sup>th</sup> Street** – *Issues:* Detached garage demolished, and driveway replaced without an approved certificate of appropriateness or building permit. *Status:* The City posted a notice of violation on October 26, 2021, and a second inspection scheduled for November 11, 2021.

**H. Adjournment:**

There being no further business, Carla Splaingard motioned to adjourn. Susan McCalmont seconded the motion. Seeing no opposition, the meeting adjourned at 5:19 p.m.