

**HISTORIC DISTRICT COMMISSION
MINUTES OF**

August 1, 2011

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on August 1, 2011, at 7:00 p.m. Notice and Agenda of the meeting were posted at 201 West Gray Building A, the Norman Municipal Building and at www.normanok.gov twenty-four hours prior to the beginning of the meeting.

Chair N Robinson called the meeting to order at 7:05 p.m.

Item No. 1, being: **Roll Call.**

MEMBERS PRESENT: Julie Benningfield
 Rangar Cline
 Anna Eddings
 Chesley Potts
 Neil Robinson
 Anaïs Starr*
 Scott Williams

MEMBERS ABSENT: Jayne Crumpley

STAFF MEMBERS PRESENT: Susan Atkinson, Historic Preservation Officer
 Jolana McCart, Admin Tech IV

Item No. 2, being: **Approval of the Agenda.**

Motion by J Benningfield for approval; **Second** by R Cline. All approve.

Item No. 3, being: **Approval of Minutes from the May 2, 2011 Regular Meeting.**

Motion by C Potts for approval; **Second** by A Starr. All approve.

Item No. 4, being: **Staff report on projects approved by Administrative Bypass since May 2, 2011.**

Staff reported that a complicated gravel/driveway/parking issue at 926 Miller had been resolved.

* A Starr arrived at 7:10.

Item No. 5, **Staff report on CLG projects.**

S Atkinson reported on the State Preservation Conference held in Guymon. Anna Eddings also gave a brief report on the programs she attended.

The Bob Yapp window workshop will be held November 18 – November 20th. Another request for a work location will be made after Labor Day.

S Atkinson handed out a timeline/informational sheet in preparation of the Downtown National Register nomination. This nomination will be considered at the October 5th Historic District Commission meeting.

Item No. 6, being: **Continuation of Certificate of Appropriateness for 633 Chautauqua. (Granted 11-2-09 and 12-7-09)**

Project is moving very slowly. Staff will contact owners for an update.

Item No. 7, being: **Continuation of Certificate of Appropriateness at 533 S Lahoma. (Granted 11-2-10)**

The project has never begun and the house is no longer for sale. COA is over 6 months old; staff will contact owner for update.

Item No. 8, being: **Continuation of Certificate of Appropriateness at 517 S Lahoma. (Granted 2-11)**

This project is complete.

Item No. 9, being: **Continuation of Certificate of Appropriateness at 416 Chautauqua. (Granted 5-2-11)**

This project is complete.

Item No. 10, being: **Discussion of Paved Areas in Historic Districts.**

A discussion was held on how the Guidelines addressed paving. Changes to this section may be needed at a later date.

Item No. 11, being: **Discussion of the Commission's Duties and Responsibilities.**

Staff explained the differences between the City Council (elected body), Planning Commission (advisory body) and the HD Commission, which is a quasi-judicial body. It is inappropriate for any Commissioner to talk to, engage in or offer advice to a district resident. The resident is to be encouraged to attend a meeting and to address the Commission as a whole.

Item No. 12, being: **Miscellaneous.**

S Atkinson made the Commission aware that Tara Little had left the Commission and a search for a replacement had begun.

S Williams brought to the Commission's attention that windows had been replaced in a house at the corner of Boyd/Lahoma. He would also like to see if some action could be taken concerning the neglect of the old Logan Apartments also at the corner of Boyd/Lahoma. Both items will be looked into by staff. (See attached photos.)

N Robinson expressed an interest in having the Commission notified of variances being proposed for property that is adjacent to the districts. He also expressed concern over his house be chosen for the Yapp Window Workshop site. He was assured by the Commission that they did not see a conflict of interest.

Item No. 13, being: **Adjournment. 8:35 p.m.**

Passed and approved this 12th day of September 2011.



Chair Neil Robinson