

**HISTORIC DISTRICT COMMISSION
MINUTES OF**

March 5, 2012

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on March 5, 2012, 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
 David John
 Russell Kaplan**
 Neil Robinson
 Anaïs Starr*
 Scott Williams

MEMBERS ABSENT: Chesley Potts

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

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

Motion by S Williams for approval; **Second** by J Benningfield. All approve.

≈ ≈ ≈ ≈ ≈ ≈

Item No. 3, being: Approval of Minutes from the January 9, 2012 Regular Meeting.

Motion by A Eddings for approval; **Second** by J Benningfield. All approve.

≈ ≈ ≈ ≈ ≈ ≈

Item No. 4, being: Staff report on projects approved by Administrative Bypass since January 9, 2012.

Staff reported that there had been none issued.

≈ ≈ ≈ ≈ ≈ ≈

Item No. 5, being: Staff report on CLG projects.

*A Starr and **R Kaplan arrived at 7:05

S Atkinson reported that the final draft of the downtown video should be ready in May.

Staff announced that \$15,000 is available through the CLG grant for FY2012-2013. The following projects were suggested:

- A workshop on Infill Development in/near Residential & Commercial Historic Districts.
- Historic Masonry Repair Workshop.
- Multi-Property Historic and Architectural Survey of Historic Automotive Uses in the Porter Corridor.
- Oklahoma State Historic Preservation Conference Fees

Motion by R Cline to accept this slate of projects for the CLG grant request; **Second** by A Starr. All approve.

Staff announced that an additional \$3,500 was being made available for the FY2011-2012 year. The proposal was made to the Commission that S Atkinson and the N Robinson, HDC Chair, be sent to the NAPC biennial conference in July in Norfolk, VA.

Motion by A Starr for approval; **Second** by R Cline. All approve.

Both CLG grant requests will need City Council approval before going forward to SHPO.

≈ ≈ ≈ ≈ ≈ ≈

Item No. 6, being: Continuation of Certificate of Appropriateness at 642 S Lahoma. (Granted 10-3-11).

The front door search is continuing.

≈ ≈ ≈ ≈ ≈ ≈

Item No. 7, being: Continuation of Certificate of Appropriateness at 439 Chautauqua. (Granted 11-7-11)

This project is complete.

≈ ≈ ≈ ≈ ≈ ≈

Item No. 8, being: Continuation of Certificate of Appropriateness at 439 S Lahoma. (Granted 11-7-11 for 3 windows; 3 windows were denied).

Staff reported that due to an error in the City Clerk's office, a letter was not sent to this property owner in a timely manner stating a compliance date. The compliance date is now the end of March or charges will be filed.

≈ ≈ ≈ ≈ ≈ ≈

**Item No. 9, being: Continuation of Certificate of Appropriateness at 639 S Lahoma.
(Granted 12-5-11)**

Project is moving along nicely. The owner was able to locate and install vintage roofing tile.

≈ ≈ ≈ ≈ ≈ ≈

**Item No. 10, being: Continuation of Certificate of Appropriateness at 635 S Lahoma.
(Granted 12-45-11)**

Applicants are discussing the fine points of the project details.

≈ ≈ ≈ ≈ ≈ ≈

**Item No. 11, being: Continuation of Certificate of Appropriateness at 633 Chautauqua.
(Granted 1-9-12)**

A new roof is being installed.

≈ ≈ ≈ ≈ ≈ ≈

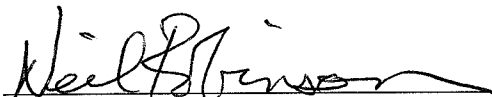
Item No. 12, being: Miscellaneous.

R Kaplan gave a report on his project/property at 319 Castro.

≈ ≈ ≈ ≈ ≈ ≈

Item No. 13, Adjournment. 8:00 p.m.

Passed and approved this 3rd day of April 2012.


Chair Neil Robinson