



# TULSA PRESERVATION COMMISSION

## REPORT & RECOMMENDATION

Amendments to Unified Design Guidelines for Work in City Parks  
Wednesday, October 18, 2023

### AMENDMENTS TO UNIFIED DESIGN GUIDELINES FOR WORK IN CITY PARKS

**LOCATIONS AFFECTED:** CITY OF TULSA PARKS WITHIN HISTORIC PRESERVATION OVERLAYS

**APPLICANT:** REQUESTED BY CITY COUNCIL

#### A. CASE ITEM FOR CONSIDERATION

- Proposed amendments to the *Unified Design Guidelines for Non-Residential and Mixed-Use Structures* to add a new section, "Section H – Guidelines for City of Tulsa Parks"

#### B. RECOMMENDATION

The Tulsa Preservation Commission recommends approval of the proposed amendments to the *Unified Design Guidelines for Non-Residential and Mixed-Use Structures*, which would address Work in City of Tulsa parks located within Historic Preservation (HP) Overlay Districts.

As described in Section 75.020-M(4) of the Tulsa Zoning Code, the proposed amendments to the Unified Design Guidelines are critical for the review and approval of HP permit applications and relate to the significant characteristics of historic resources within HP Overlay Districts. The guidelines were developed by the Tulsa Preservation Commission (TPC) with the input of the City of Tulsa Department of Parks, Culture, and Recreation (Parks Department) as well as neighborhood representatives and residents in the Swan Lake and Tracy Park Historic Districts.

#### C. BACKGROUND

The Tracy Park HP Overlay was adopted by the Tulsa City Council in November 2022 and became effective in January 2023. As adopted, the overlay excluded Tracy Park because of concerns brought forward by the Parks Department about the standards and approval process for future updates to the park. However, the city council instructed Tulsa Planning Office staff to consider amendments to the Unified Design Guidelines and return with a new proposal for inclusion of the park in the HP Overlay.

Proposed is a new section in the *Unified Design Guidelines for Non-Residential and Mixed-Use Structures* which would apply only to City of Tulsa parks within HP Overlay Districts. Swan Lake Park is the only City park currently included in an HP Overlay, except for the Creek Council Oak Tree and Stickball Park, which are subject to their own set of guidelines.

#### D. SUMMARY OF PROCESS

After the Tracy Park HP Overlay became effective, staff met with the Parks Department to discuss possible amendments to the *Unified Design Guidelines for Non-Residential and Mixed-Use Structures* for projects within City parks. The Parks Department requested the exemption of typical park amenities, such as playground equipment, sport courts and fields, park furnishings, and required signs, from the HP permit requirement. From that discussion staff determined that

amendments to the Tulsa Zoning Code would be necessary to exempt those park amenities. Staff also heard from the HP Permit Subcommittee and Tracy Park and Swan Lake neighborhood residents about the possible amendments to the Unified Design Guidelines. Concerns included compatibility of new buildings, like bathroom facilities; future redevelopment of the park for a non-park use; construction of pavilions or other tall structures; maintenance of the Tracy Park fountain and circular pathway around it; and maintenance of the retaining walls along 11<sup>th</sup> Street and Norfolk Avenue. The proposed amendments consider those concerns brought forward by neighbors, the Parks Department, and the HP Permit Subcommittee.

The HP Permit Subcommittee reviewed multiple versions of the draft amendments, and representatives from the Parks Department provided comments on each draft and were present for discussion at meetings. On August 15, 2023, the HP Permit Subcommittee recommended approval of the proposed amendments to the Unified Design Guidelines.

In accordance with Section 75.020-M(4) of the zoning code and Article VIII of the TPC Rules and Regulations, the proposed amendments were made available for review on the TPC website and in the Tulsa Planning Office at City Hall, and a notice of the TPC public meeting was mailed to the City of Tulsa—the property owner directly affected by the proposed amendments. Additional courtesy notices were sent to the Parks Department, neighborhood representatives for Swan Lake and Tracy Park, and Swan Lake and Tracy Park neighborhood association email contacts. On September 14, 2023, the Tulsa Preservation Commission recommended approval of the proposed amendments, as reflected in the current draft.

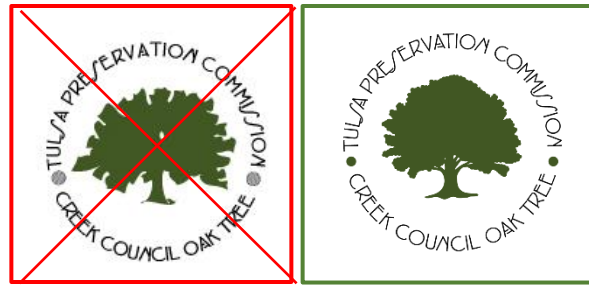
#### **E. PROPOSED AMENDMENTS**

The proposed amendments to the *Unified Design Guidelines for Non-Residential and Mixed-Use Structures* would update the TPC logo on the cover page and add a section, “Section H – Guidelines for City of Tulsa Parks.” Subsection H.1 gives general requirements and identifies historic park features in Swan Lake Park and Tracy Park. Subsection H.2 addresses furnishings, playgrounds, and recreational equipment. Subsection H.3 addresses paving, fencing, and walls. Subsection H.4 addresses signage and art.

#### **F. ATTACHMENT**

- Proposed amendments to the Unified Design Guidelines, as recommended by TPC

Proposed changes are shown in ~~strike-through~~/underline



## TULSA PRESERVATION COMMISSION



# Unified Design Guidelines

## NON-RESIDENTIAL AND MIXED-USE STRUCTURES

within

Historic Preservation Overlay Zoning Districts

ADOPTED: February 22, 2017

AMENDED: ((INSERT DATE))

\*\*\*

## **SECTION H – GUIDELINES FOR CITY OF TULSA PARKS**

Use the following guidelines as the basis for work within City of Tulsa parks:

### **H.1 General Requirements**

H.1.1 Retain and preserve original historic park features through repair.

.1 Swan Lake – The historic park features in Swan Lake Park are Swan Lake and the concrete fountain in its center.

.2 Tracy Park – The historic park features in Tracy Park are the stone retaining walls along 11<sup>th</sup> Street and Norfolk Avenue, the concrete fountain basin, and the circular walkway.

H.1.2 Removal of original historic park features will be considered by the Tulsa Preservation Commission on a case-by-case basis. Removal of non-historic features can be staff approved.

H.1.3 Ensure that new park features are consistent with the scale and massing of other such historic elements typically found within the district. New park features should not duplicate existing park features to create a false historical appearance.

H.1.4 The construction of new buildings shall be reviewed subject to Section C – Guidelines for New Construction.

## **SECTION H – GUIDELINES FOR CITY OF TULSA PARKS**

### **H.2 Furnishings, Playgrounds, and Recreational Equipment**

H.2.1 Benches, tables, bicycle racks, planters, statues, lighting, trash receptacles, and drinking fountains are examples of appropriate park furnishings and will be selected by the City of Tulsa Parks, Culture and Recreation Department. Installation, removal, or alteration of park furnishings is exempt from HP Permit review, unless they have been identified as historic features under guideline H.1.1.

H.2.2 Shade canopies and similar open-air shade structures may be maintained, replaced, removed, and installed by the City of Tulsa Parks, Culture, and Recreation Department. Installation, removal, or alteration of shade canopies or similar open-air shade structures no more than 10 feet in height is exempt from HP Permit review, unless they have been identified as historic features under guideline H.1.1.

H.2.3 Playground equipment and other recreational equipment may be maintained, replaced, removed, and installed by the City of Tulsa Parks, Culture, and Recreation Department. Installation, removal, or alteration of playground equipment and other recreational equipment no more than 16 feet in height is exempt from HP Permit review.

## **SECTION H – GUIDELINES FOR CITY OF TULSA PARKS**

### **H.3 Paving, Fencing, and Walls**

- H.3.1 Retain and preserve original historic paving, steps, bulkheads, walls, and fencing through repair.
- H.3.2 Ensure that the design of new paving is consistent with historic elements found along the same street and within the same neighborhood. This guideline is not intended to prevent alterations, such as widening of pathways or adjustment of slopes, necessary to meet the requirements of the Americans with Disabilities Act (ADA).
- H.3.3 Use paving materials that are consistent with the historic paving found along the same street and within the same neighborhood. Stone, concrete, masonry, chat, and decomposed granite are acceptable materials for walkways and trails within parks. Asphalt and stained concrete are not allowed. Replacement of existing trails or walkways in the same size and location can be staff approved.
- H.3.4 Use fencing materials that are consistent with the historic fencing found along the same street and within the district. Chain-link fencing, wire fencing (12 gauge or less), vinyl fencing, or any fencing that blocks the view of structures will be considered by the Tulsa Preservation Commission on a case-by-case basis. Installation, removal, or alteration of fencing that abuts a sport field, sport court, swimming pool, or dog park is exempt from HP Permit review. Removal or replacement of existing fencing with the same material is exempt from HP Permit review unless it has been identified as a historic feature under guideline H.1.1.
- H.3.5 Use wall materials that are consistent with the historic walls found along the same street and within the district. Cinder block, corrugated metal, and railroad ties are not allowed. Historically styled cast concrete block and segmental retaining wall systems will be considered by the Tulsa Preservation Commission on a case-by-case basis.
- H.3.6 Existing sport fields, sport courts, swimming pools, and dog parks may be maintained and replaced by the City of Tulsa Parks, Culture, and Recreation Department. Installation, removal, or alteration of sport courts, sport fields, swimming pools, and dog parks is exempt from HP Permit review.
- H.3.7 Surface parking lots do not support the historic character of the district. Construction of new parking lots is strongly discouraged but will be considered by the Tulsa Preservation Commission on a case-by-case basis provided that the following guidelines are met:
- .1 Match the front setback pattern of the historic structures on the same side of the street. On corner lots, match the setback pattern of the historic structures on all adjoining streets. When the setback pattern of the historic structures on the same side of the street varies, locate the parking lot between the minimum and maximum of the prevailing setbacks.
  - .2 The screening that is required by the Zoning Code shall meet the conditions of H.3.4 and H.3.5. Ensure that screening is of sufficient height and density to obscure the view of the parking lot from the street and adjacent historic structures.

.3 When possible, provide vehicular access to the parking lot from an alley or arterial street to minimize the traffic impact on residential streets.

## **SECTION H – GUIDELINES FOR CITY OF TULSA PARKS**

### **H.4 Signage and Art**

H.4.1 Installation, removal, or alteration of signs that are erected and maintained pursuant to the discharge of governmental functions, or that are required by law, ordinance, or government regulation, or that are required to be posted in order to effectuate a legal right is exempt from HP Permit review.

H.4.2 Thoughtful signage, art, and other forms of interpretation are encouraged to enhance park users' awareness of the history of the park, district, or city.

H.4.3 Ensure that signage is consistent in design with the historic character of the neighborhood. Construct signs of materials similar to those used for existing historic structures in the neighborhood, such as wood, stone, or brick.

H.4.4 Install signage and art so that historic park features are not damaged.



## Good, Felicity

---

**From:** Chip Atkins <apmsllc@gmail.com>  
**Sent:** Wednesday, September 20, 2023 11:17 AM  
**To:** Good, Felicity  
**Subject:** HP guideline H.1.1

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hello Felicity, In the following guideline H.1.1 Retain and preserve original historic park features through repair. .1 Swan Lake – The historic park feature in Swan Lake Park is the concrete fountain in the center of Swan Lake

Is there a way we can replace the following words? " Maintain instead of retain in the opening. and maintenance instead of repair at end".

So H1.1 would read as:

H.1.1 Maintain and preserve original historic park features through Maintenance.

1 Swan Lake – The historic park feature in Swan Lake Park is the concrete fountain in the center of Swan Lake

Thank you,

Chip Atkins

C.918-851-0913 Email: [Apmsllc@gmail.com](mailto:Apmsllc@gmail.com)

**CAUTION:** This email originated from outside of the organization. Do not reply, forward, click links, or open attachments unless you recognize the sender and know the content is safe. Please report using the Phish Alert button in the Outlook Desktop Client if this message contains potentially unsafe content.