

Minutes
Capitol-Medical Center Improvement and Zoning Commission
Regular Meeting
Will Rogers Building
CR – 214 (Innovation) /216 (Create)
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
Nov. 19, 2021, 8:15 a.m.

MEMBERS PRESENT: Anderson Dark
Tiana Douglas
Jeremiah Jordan
Paul Manzelli
Ken Phillips
Janis Powers
Dan Ross

MEMBERS ABSENT: Brian Downs
Hillary Farrell
Kirkland Hall

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Karl Kramer, OAG
Chris Harlin, Applicant
Quintin Hughes, Applicant

A. Roll Call:

Chairman Dan Ross called the meeting to order at 8:19 a.m. A roll call was taken and a quorum established. Mr. Ross was advised a meeting notice was filed with the Secretary of State and agenda posted in accordance with the Open Meeting Act.

B. Minutes:

1. Approval, disapproval and/or amendment of the minutes of the July 23, 2021 meeting:

Jeremiah Jordan moved to approve the meeting minutes of July. Ken Phillips seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Jordan, yes; Mr. Phillips, yes; Ms. Powers, yes;
Mr. Ross, yes.

C. Land Use and Development Applications:

1. Discussion and possible action regarding V-21-22-1, request by Chris Harlin for variances from specified provisions of the Oklahoma Administrative Rules to allow for construction of a multiple family dwelling in the *CHC Health Center Commercial District* at 1111 NE 13th Street (Lots 25, 26, 27 and 28, Block 11, Culbertson Heights Addition to Oklahoma City):

- i. **Variance from Title 120:10-3-26.d.1, d.2, and d.3, to reduce the minimum required front yard from 25 feet to 22 feet, the side yard from 14 feet to 13 feet, and the rear yard from 9 feet to 5 feet for construction of a 28-foot-high, two-story, multiple family dwelling containing five dwelling units.**
- ii. **Variance from Title 120:10-5-4.1(8) to permit a trash enclosure to encroach into the side yard and rear yards.**
- iii. **Variance from Title 120:10-7-10(2) to permit a parking lot to encroach into the side and rear yards.**

In the Commission's records, there are no prior building permits or land use applications on file for this site. The Citizens' Advisory Committee reviewed the applicant's plans on October 14, 2021, and recommended approval of the variances and building permit with the following recommended conditions.

The Citizens' Advisory Committee recommended that any windows on the north (rear) elevation of the building be frosted or opaque to provide privacy for the residents of the adjacent properties to the North.

Staff recommended to approve V-21-22-1 incorporating the recommendation of the Citizens' Advisory Committee, with the condition that the proposed work shall be completed according to the approved plans, that this approval shall be subject to any revisions that may be required by the City of Oklahoma City, and that all required permits shall be obtained from the City of Oklahoma City prior to the commencement of work.

Anderson Dark moved to approve all three variances in V-21-22-1. Tiana Douglas seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

Commissioner Manzelli entered the meeting at 8:19 a.m.

2. Discussion and possible action regarding BP-21-22-20, request by Chris Harlin for a building permit for construction of a two-story, multiple family dwelling containing five dwelling units in the CHC Health Center Commercial District at 1111 NE 13th Street (Lots 25, 26, 27 and 28, Block 11, Culbertson Heights Addition to Oklahoma City).

Staff recommended to approve BP-21-22-20 incorporating the recommendation of the Citizens' Advisory Committee, with the condition that the proposed work shall be completed according to the approved plans, that this approval shall be subject to any revisions that may be required by the City of Oklahoma City, and that all required permits shall be obtained from the City of Oklahoma City prior to the commencement of work.

Ken Phillips moved to approve BP-21-22-20. Tiana Douglas seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

D. Miscellaneous:

1. Discussion and possible action to reappoint Laura Stone, resident of the Capitol-Lincoln Terrace Historic District, to a three-year term on the Historical Preservation and Landmark Board of Review:

Janis Powers moved to approve Ms. Stone for another three-year term. Tiana Douglas seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

2. Announcement on vacancy of the position of historian on the Historical Preservation and Landmark Board of Review.

The Commission's Office is accepting letters of interest from qualified persons who desire to serve on the Historical Preservation and Landmark Board of Review. The person in this position must have qualifications of an historian and is *not* required to live within the Capitol-Medical Center Improvement and Zoning District.

Information only. No action taken.

3. Discussion and possible action to approve commission meeting dates for 2022, all at 8:15 a.m:

January 28, 2022	May 20, 2022	September 23, 2022
February 25, 2022	June 24, 2022	October 28, 2022
March 25, 2022	July 22, 2022	November 18, 2022
April 22, 2022	August 26, 2022	December 16, 2022

Janis Powers moved to approve the meeting dates for 2022. Tiana Douglas seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

E. Reports and possible discussion from Commissioners or Director:

1. Discussion on cooperation between the CMCIZC and the City of Oklahoma City on issues of mutual concern and interest.

Mr. Jones updated the members on the latest evolution of the Innovation District Strategic Land Use and Economic Development Plan that was prepared by Perkins and Will. The Oklahoma City Planning Commission has taken steps to adopt the land use recommendations of the plan as an amendment to the City's comprehensive plan, and because it is an interest of mutual concern, Commissioner Powers has asked Lisa Chronister, who oversees the effort, to give a presentation to the commission members at a future meeting.

F. Adjournment:

There being no further business, Paul Manzelli made a motion to adjourn. Janis Powers seconded the motion. Seeing no opposition, the meeting adjourned at 8:56 a.m.