

Minutes
Capitol-Medical Center Improvement & Zoning Commission
Regular Meeting
Will Rogers Building, 3rd Floor, EGID Central Conference Room
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
February 28, 2025, 8:15 a.m.

MEMBERS PRESENT:

Nathan Wald, Chair	Paul Manzelli	Travis Mason
Tiana Douglas	Hillary Farrell	Steven Gauthé
Janis Powers		
Jeremiah Smith		

MEMBERS ABSENT:

Anderson Dark
Phoebe Barber

STAFF/GUESTS:

Casey Jones, AICP, OMES
Beverly Hicks, OMES
Karl Kramer, OAG
Wayne Quiroz, UBuildit, Applicant
Jessica Dark, Applicant

A. Call to Order, Roll Call, and Determination of Quorum:**1. Announcement of filing of meeting notice and posting of the agenda in accordance with the Open Meeting Act.**

Chairman Nathan Wald called the meeting to order at 8:16 a.m. A roll call was taken, and a quorum was established. Commissioner Wald was advised that notice of the meeting had been given and an agenda posted in accordance with the Open Meeting Act.

Chairman Wald welcomed a new member, Steven Gauthé, the Oklahoma Department of Transportation Commission Director designee, who replaced Taylor Henderson on the Commission.

B. Minutes:**1. Approval, disapproval, and/or amendment of the minutes of the Dec. 20, 2024 meeting:**

Janis Powers moved to approve the meeting minutes of December. Travis Mason seconded the motion. The following votes were recorded, and the motion passed:

Ms. Douglas, yes; Ms. Farrell, abstain; Mr. Gauthé, abstain; Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, yes; Mr. Smith, yes; Mr. Wald, yes.

C. Land Use and Development Applications:

1. Discussion and possible action regarding BP-24-25-14, request by Wayne Quiroz, Ubuildit, on behalf of the owner, William Price Curtis, for a building permit for construction of a single family dwelling at 625 NE 29th Street (Lots 39 through 42, Block 1, Fitzhugh Place Addition) in Oklahoma City:

Mr. Jones presented background information on the applicant's requests for a building permit to construct a single-family dwelling. The property owner acquired the property in 2023 with the intent to construct a dwelling to occupy as his primary residence. The plans for the dwelling were provided to the commission members for review and possible approval.

The Citizens' Advisory Committee reviewed the building permit request on February 13, 2025. A motion to recommend approval of the permit was seconded but failed to pass. The committee desired to ask questions of the applicant, who was unable to attend, and some committee members were concerned that the architectural design of the dwelling would not be compatible with the existing dwellings in the neighborhood.

Staff recommended approval of the building permit based on the finding that the proposed work complies with the applicable zoning rules and with the condition that a building permit must be obtained from the City of Oklahoma City prior to the commencement of work.

Janis Powers moved to approve BP-24-25-14. Tiana Douglas seconded the motion. The following votes were recorded, and the motion passed:

Ms. Douglas, yes; Ms. Farrell, yes; Mr. Gauthe, yes; Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, yes; Mr. Smith, yes; Mr. Wald, yes.

2. Discussion and possible action regarding V-24-25-5 and BP-24-25-16, request by Anderson and Jessica Dark for a lot coverage variance, a setback variance for a garage facing Lindsay Avenue, a driveway width variance for a circular driveway on NE 20th Street, and a building permit for construction of a single family dwelling at 701 NE 20th Street (Lots 10 and 11, Block 3, Lincoln Terrace Addition) in Oklahoma City:

Mr. Jones presented background information on the applicant's requests for variances from the 30-percent lot coverage limit, the 10-foot width limit on front yard driveways, and the 25-foot setback rule for garages, as well as for a building permit for construction of a single-family dwelling, driveways, and fences. The plans for the dwelling were provided to the commission members for review and possible approval.

On February 6, 2025, the Historical Preservation and Landmark Board of Review granted a certificate of appropriateness for the applicant's project based on the plans submitted (Application No. CA-24-25-18). (Staff had recommended approval with the finding that the dwelling is compatible in style, placement, orientation, height, massing, and design with surrounding properties in the district.)

The Citizens' Advisory Committee recommended approval of the variances and building permit at its February 10, 2025, meeting.

Staff recommended approval of the variances and building permit based on the finding that the proposed work complies with the applicable zoning rules.

The applicant requested the Commission to consider that the requirement for sidewalks not be applied to the property. The applicant stated that there are no existing sidewalks on the entire block on the applicant's side of the street facing 20th Street and Lindsay Avenue, noting the impracticality of building sidewalks on infill lots, and asked the Commission to consider recommending approval with a recommendation not to include sidewalks.

The Commission recognizes that the City of Oklahoma City has jurisdiction over rights-of-way and does not have authority over improvements in those areas but can offer advisory comments.

Chairman Wald asked for public comment, but there was none.

Both items were taken as a combined vote.

Travis Mason moved to approve and adopt as a finding of facts the presentation by staff and the staff packet V-24-25-5 and BP-24-25-16 and commented that the Commission does not require sidewalks. Nathan Wald seconded the motion. The following votes were recorded, and the motion passed:

Ms. Douglas, yes; Ms. Farrell, yes; Mr. Gauthe, yes; Mr. Manzelli, yes; Mr. Mason, yes;
Ms. Powers, yes; Mr. Smith, yes; Mr. Wald, yes.

D. Miscellaneous:

1. Discussion and possible action on the recommendation from the Citizens' Advisory Committee regarding the adoption of a moratorium on the approval of new residential short-term rentals.

Mr. Jones reported that the Citizens' Advisory Committee met earlier in the month and moved to request that the zoning commission consider adopting a moratorium on new residential short-term rentals, which was placed on today's agenda. He noted that the request, brought forth by committee member Greg Baum, received minimal discussion but was endorsed by the committee to proceed to today's meeting.

After much discussion, the Commission decided not to take any action on the moratorium recommendation due to the lack of supporting information and the need for further discussion and research before it could be considered for adoption.

Discussion only. No action was taken.

E. Reports and possible discussion from Commissioners or Director: None.

F. Adjournment:

There being no further business, Commissioner Mason motioned to adjourn. Commissioner Powers seconded the motion. Seeing no opposition, the meeting adjourned at 8:52 a.m.