

**Minutes**  
**Capitol-Medical Center Improvement & Zoning Commission**  
**Regular Meeting**  
**Will Rogers Building, 3rd Floor, OMES Motivation Conference Room 303**  
**2401 N. Lincoln Boulevard, Oklahoma City, OK 73105**  
**March 28, 2025, 8:15 a.m.**

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**MEMBERS PRESENT:**

Nathan Wald, Chair  
Anderson Dark  
Janis Powers  
Jeremiah Smith

Tiana Douglas  
Paul Manzelli

Hillary Farrell  
Steven Gauthé

**MEMBERS ABSENT:**

Phoebe Barber  
Travis Mason

**STAFF/GUESTS:**

Tammy McDaniel, OMES  
Casey Jones, AICP, OMES  
Luis Diaz, Applicant  
Zenophon Warrior, Guest

**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 8:19 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.

**B. Minutes:****1. Approval, disapproval, and/or amendment of the minutes of the February 28, 2025 meeting:**

Hillary Farrell moved to approve the meeting minutes of February. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

**C. Land Use and Development Applications:****1. Discussion and possible action regarding D-24-25-3, request by the City of Oklahoma City for a permit for demolition of a single family dwelling at 905 NE 27th Street (Lots 16, 17, and 18, Block 1, Hayes Highlands Subdivision of Block 15 of Alta Vista Addition) in Oklahoma City:**

Mr. Jones informed the Commission that the City of Oklahoma City withdrew this request on March 24, 2025, as the owner has demonstrated substantial progress in repairing the fire damage to the dwelling. Therefore, no action was taken by the Commission.

Information only. No action was taken.

*Commissioner Smith entered the meeting at 8:26 a.m.*

**2. Discussion and possible action regarding V-24-25-6 and BP-24-25-17, request by Luis Diaz for a lot coverage variance, a driveway width variance, and a building permit for construction of a single family dwelling at 816 NE 30th Street (Lots 3 and 4, Block 1, Neff's Capitol Addition) in Oklahoma City:**

Mr. Jones presented background information on the applicant's requests for variances from the 25-percent lot coverage limit and the 12-foot width limit on front yard driveways in the RD-1 district, and a building permit for construction of a single-family dwelling. The applicant's plans for a one-story dwelling with 1,695 square feet of living area, 4 bedrooms, 2 bathrooms, and a 433.5-square-foot attached garage were provided to the commission members for review and possible approval. Photographs were shown of an existing dwelling at 9 SW 24th Street in Oklahoma City, which was constructed in 2023 and has the same architectural design as the proposed dwelling.

Mr. Jones stated that the total roofed areas of the dwelling would be 2,415 square feet, or 35.6 percent of the 6,787.5-square-foot lot. The driveway would be 18 feet in width, not including the curb returns.

The Citizens' Advisory Committee recommended approval of the variances and building permits at its March 13, 2025, meeting.

Staff recommended approval.

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

Anderson Dark moved to approve V-24-25-6 and BP-24-25-17. Tiana Douglas seconded the motion. The following votes were recorded, and the motion passed:

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

**D. Miscellaneous:**

- 1. Discussion and possible action to approve an agreement with the City of Oklahoma City for zoning enforcement services on behalf of the Capitol-Medical Center Improvement and Zoning Commission for Fiscal Year 2026 (FY 26), July 1, 2025, through June 30, 2026, cost \$12,000:**

Mr. Jones advised the Commission that Beverly Hicks, OMES staff, coordinated with the City Clerk's Office to prepare the draft agreement for the upcoming fiscal year. The annual cost to OMES will remain \$12,000.00, consistent with the current year's agreement. Mr. Jones noted that a portion of one sentence in Section 6 on page 2 of the agreement had been highlighted in bold at the request of the Municipal Counselor.

Discussion ensued.

Tiana Douglas moved to approve the FY26 agreement. Anderson Dark seconded the motion. The following votes were recorded, and the motion passed:

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

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

**F. Adjournment:**

There being no further business, Commissioner Douglas motioned to adjourn. Commissioner Powers seconded the motion. Seeing no opposition, the meeting adjourned at 8:35 a.m.