

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
June 27, 2025, 8:15 a.m.

MEMBERS PRESENT:

Nathan Wald, Chair
Anderson Dark
Paul Manzelli
Hillary Farrell
Travis Mason
Jeremiah Smith

MEMBERS ABSENT:

Phoebe Barber
Tiana Douglas
Steven Gauthe
Janis Powers

STAFF/GUESTS:

Casey Jones, AICP, OMES
Beverly Hicks, OMES
Nancy Chesnut – Posh Pools & Design, Applicant
Heather Wilson, Property Owner
Scott Kaserman, 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.

B. Minutes:**1. Approval, disapproval, and/or amendment of the minutes of the April 25, 2025 meeting:**

Paul Manzelli moved to approve the meeting minutes of April. Hillary Farrell seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Farrell, yes; Mr. Manzelli, yes; Mr. Mason, yes; Mr. Smith, yes;
Mr. Wald, yes.

C. Land Use and Development Applications:

1. Discussion and possible action regarding CU-24-25-3, request by Nancy Chesnut, Posh Pools & Design, for the owners, Bradley and Heather Wilson, for a conditional use permit for installation of an in-ground swimming pool at 631 NE 17th Street (Lots 8 through 10, Block 11, Lincoln Terrace Addition) in Oklahoma City:

Mr. Jones presented background information on the applicant's requests for a conditional use permit for the construction of an in-ground swimming pool. The applicant proposed replacing the existing pool with a new pool and an attached raised spa. New concrete pool decking would be installed around the pool, covering 520 square feet of the yard. The spa would be set back 7 feet from the north property line. The wall of the pool would be set back 9 feet from the north property line and more than 180 feet from the west property line.

Since the applicant's property is in the Historic Preservation District, a certificate of appropriateness is required for the pool. The proposed pool complies with the Commission's *Historic Preservation Standards and Guidelines*. A certificate of appropriateness and building permit for the pool can be granted administratively following approval of the conditional use permit by the commission.

According to applicable zoning rules, swimming pools in residential zoning districts require a conditional use permit from the Commission.

The Commission's zoning rules have no fencing requirements for pools. The City of Oklahoma City Municipal Code requires pools to be enclosed with a fence at least 4 feet in height with self-closing and self-latching gates. The existing fences on the property provide complete enclosure of the pool.

The Citizens' Advisory Committee recommended approval of this conditional use permit request at its meeting on June 12, 2025.

Staff recommended approval of CU-24-25-3 based on the findings that the proposed work complies with applicable zoning rules, the work is compatible with the character of the neighborhood and the current zoning designations and uses of surrounding properties, the work will have no adverse impact on the health, safety, and welfare of the neighborhood, the established property values in the area, the supply of light and air to adjacent properties, and the flow of traffic on streets in the area, and with the following four recommended conditions:

1. The owner shall maintain a fence at least 4 feet in height with self-closing and self-latching gates around the perimeter of the pool.
2. All work shall be consistent with the approved site plan. Any changes shall be submitted to the Commission's office and shall be approved prior to making changes on site.
3. All new impermeable surfaces shall be constructed to direct water away from surrounding structures and toward storm drains, French drains, or water harvesting containers. Water runoff shall not be directed onto an adjacent property.

4. All required permits shall be obtained from the City of Oklahoma City prior to the commencement of work. All work shall comply with applicable building codes of the City.

Travis Mason moved to approve CU-24-25-3 with the four conditions stated. Anderson Dark seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Farrell, yes; Mr. Manzelli, yes; Mr. Mason, yes; Mr. Smith, yes;
Mr. Wald, yes.

2. Discussion and possible action regarding BP-24-25-23, request by Scott Kaserman for a building permit for construction of a two-family dwelling, a detached garage with an apartment, and a shared driveway at 832 East Drive (Lot 2, Block 21, Lincoln Terrace Addition) in Oklahoma City.

Mr. Jones presented background information on the applicant's requests for a building permit for the construction of a two-family dwelling, a detached garage with an apartment, and a shared driveway.

The proposed development on the vacant lot will have a two-story, two-family dwelling (principal structure) and a two-story, three-car garage with an apartment (accessory structure). The two buildings are designed to be compatible with the surrounding buildings in terms of intensity of use, overall height, scale, massing, and roof pitch. The proposed use is permitted in the RD-4 zoning district, and the proposed design complies with the applicable zoning rules, design standards, and guidelines.

The two-family dwelling will have an interior firewall separating the two units. Each dwelling unit would be 1,480 square feet in size. The front of the building would have covered porches on the first and second floors. The building would be approximately 35 feet tall at the highest point of the roof.

The applicant proposed using Hardie Board lap siding on the exterior wall and installing brick columns as a contrasting accent on the front façade. However, the Historical Preservation and Landmark Board of Review required that the exterior walls be clad entirely with brick rather than siding. The roof would have architectural composite shingles. The windows would be made of aluminum-clad wood.

The garage would be built behind the two-family dwelling and would contain three parking spaces on the ground floor, and would have a two-bedroom, two-bathroom apartment on the second floor. The apartment would be accessed by an exterior stairwell on the north side. The garage doors would face west and would be accessed by the existing driveway located on the abutting property at 828 East Drive, which is also owned by the applicant. The garage complies with the setback requirements and would not encroach into any utility easements.

The Historical Preservation and Landmark Board of Review granted a certificate of appropriateness for the applicant's project on June 5, 2025 (Application No. CA-24-25-29),

subject to installing brick instead of Hardie board lap siding on all exterior walls of the principal building and providing an access easement or agreement for the shared driveway for the Commission's review and approval.

The Citizens' Advisory Committee reviewed the applicant's plans at its June 12, 2025, meeting and recommended approval of the building permit. Some committee members voiced support of the concept of using brick for the exterior wall cladding on the main dwelling. The committee's motion was to recommend approval of the building permit, and no conditions were included in the motion.

Staff recommended approval of the building permit for this development with the finding that the proposed development complies with applicable zoning rules, with the following four recommended conditions:

1. The final signed access easement or agreement for the shared driveway shall be filed with the County prior to the start of construction.
2. Per the June 5, 2025, ruling of the Historical Preservation and Landmark Board of Review, the exterior walls of the principal dwelling must be covered with brick veneer instead of Hardie Board lap siding.
3. Any window with divided light shall have simulated divided light with muntins affixed to both the exterior and interior glass panes and with spacer bars between the glass panes.
4. A building permit must be obtained from the City of Oklahoma City, and all work shall conform to the approved plans and the adopted building codes of the City.

Anderson Dark moved to approve BP-24-25-23 with the four conditions stated. Paul Manzelli seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Farrell, yes; Mr. Manzelli, yes; Mr. Mason, yes; Mr. Smith, yes;
Mr. Wald, yes.

D. Miscellaneous: None.

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

F. Adjournment:

There being no further business, Commissioner Mason motioned to adjourn. Commissioner Manzelli seconded the motion. Seeing no opposition, the meeting adjourned at 8:45 a.m.