

**Minutes**  
**Capitol-Medical Center Improvement and Zoning Commission**  
**July 24, 2020, 8:15 a.m.**  
**Virtual Special Meeting**  
**WebEx Platform**

A meeting notice was filed with the Secretary of State and an agenda posted in accordance with the Open Meeting Act.

**MEMBERS PRESENT:** Anderson Dark  
Tiana Douglas  
Hillary Farrell  
Jeremiah Jordan  
Paul Manzelli  
Ken Phillips  
Dan Ross

**MEMBERS ABSENT:** Brian Downs  
Janis Powers (Technical difficulties connecting)

**STAFF/GUESTS:** Casey Jones, OMES, Planner  
Beverly Hicks, OMES, Planning/Administrative Coordinator  
Karl Kramer, OAG  
Jamie and Sarah Marshall, Applicant  
Corbi Jenkins, ODOT Virtual Meetings  
Frank Roesler III, ODOT VM  
Bart Vleugels, ODOT VM

**A. Roll Call:**

Chairman Dan Ross called the meeting to order at 8:27 a.m. A roll call was taken and a quorum established. Mr. Ross was advised that notice of a 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 June 26, 2020 virtual special meeting:**

Paul Manzelli moved to approve the meeting minutes of June. Tiana Douglas seconded the motion. The following votes were recorded and the motion passed:

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

**C. Land Use and Development Applications:**

**1. Public Hearing: Discussion and possible action regarding CU-19-20-3, a request by Sarah Marshall for a conditional use permit for an in-ground swimming pool at 645 NE 14<sup>th</sup> Street in Oklahoma City:**

**2. Discussion and possible action regarding BP-19-20-77, a request by Sarah Marshall for a building permit for construction of an in-ground swimming pool at 645 NE 14<sup>th</sup> Street in Oklahoma City:**

**Agenda items 1 and 2 were taken as a combined vote.**

Staff recommended to approve CU-19-20-3 and BP-19-20-77 with the following findings and conditions:

Findings:

- a. The proposed development is compatible with the Master Plan land use designation for the property, which is Single Family Residential.
- b. The proposed development is in compliance with applicable zoning rules.
- c. The proposed development will have no adverse impact on:
  - i. the health, safety and welfare of the neighborhood;
  - ii. the established property values in the area;
  - iii. the supply of light and air to adjacent properties;
  - iv. the flow of traffic on streets in the area.

Conditions:

- a. All work shall conform to the approved plans. Any proposed changes shall be submitted to the Commission staff for review and approval prior to making changes on site.
- b. 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.
- c. A child-proof fence shall be maintained on all sides of the pool. Any gates shall be self-closing and self-latching.
- d. All applicable permits required by the City of Oklahoma City shall be obtained prior to commencing work. All work shall comply with applicable building codes of the City.

Hillary Farrell moved to approve CU-19-20-3 and BP-19-20-77. Jeremiah Jordan seconded the motion. The following votes were recorded and the motion passed:

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

**D. Miscellaneous:**

**1. Appointment: Discussion and possible action to reappoint Susan McCalmont, resident of the Capitol-Lincoln Terrace Historical District, to a three-year term as the chairman designee of the Historical Preservation and Landmark Commission of the City of Oklahoma City on the Historical Preservation and Landmark Board of Review:**

Tiana Douglas moved to approve. Paul Manzelli seconded the motion. The following votes were recorded and the motion passed:

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

**2. Appointment: Discussion and possible action to appoint a member of the Commission to fill a vacancy on the Historical Preservation and Landmark Board of Review:**

Ms. Douglas moved to table. Anderson Dark seconded the motion. The following votes were recorded and the motion passed:

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

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

**F. Adjournment:**

There being no further business, Mr. Manzelli made a motion to adjourn. Mr. Jordan seconded the motion. Seeing no opposition, the meeting adjourned at 8:40 a.m.