

**Minutes**  
**Capitol-Medical Center Improvement & Zoning Commission**  
**Regular Meeting**  
**Will Rogers Building, CR – 214 (Innovate) / 216 (Create)**  
**2401 N. Lincoln Boulevard, Oklahoma City, OK 73105**  
**September 23, 2022, 8:15 a.m.**

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**MEMBERS PRESENT:**

Taylor Henderson  
Jeremiah Jordan  
Paul Manzelli  
Janis Powers  
Brian Downs  
Travis Mason

**MEMBERS ABSENT:**

Anderson Dark	Hillary Farrell
Janet Morrow	Tiana Douglas

**STAFF/GUESTS:**

Casey Jones, AICP, OMES Planner  
Trace Jones, OMES Staff  
John McElhany, Applicant

**A. Roll Call:**

Paul Manzelli called the meeting to order at 8:27 a.m. A roll call was taken, and a quorum was established. Mr. Manzelli was advised that notice of the meeting had been given and an agenda posted in accordance with the Open Meeting Act.

**B. Minutes:****Approval, disapproval and/or amendment of the minutes of the September 8, 2022, meeting:**

Jeremiah Jordan moved to approve the meeting minutes of September as submitted. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

Mr. Downs, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Mason, yes; Mr. Henderson, yes; Ms. Powers, yes.

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

- 1. Discussion and possible action regarding D-22-23-1, request by Lauren Tipton and John McElhany for a building permit for demolition of a detached garage at 826 NE 21<sup>st</sup> street in Oklahoma City.**
  - 2. Discussion and possible action regarding V-21-22-3 and BP-22-23-1, request by Lauren Tipton and John McElhany for a side yard variance, a lot coverage variance, and a building permit for construction of a detached garage, driveway, and walkway at 826 NE 21<sup>st</sup> Street in Oklahoma City.**
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The applicant proposes to demolish the existing garage located behind the house at 826 NE 21st Street due to its deteriorated condition. The garage is approximately 614 square feet in gross floor area. The garage is a one story, slab-on-grade, wood frame structure with wood lap siding and composite shingles. The garage is structurally unsound and in poor condition. The garage has a cracked slab foundation, rotten wall plates and frames touching bare ground, bowed headers, holes in the walls, missing soffit, and broken windows and doors. The existing 8-foot-wide driveway would be removed along with the garage.

The applicant also proposes to construct a replacement one-story detached garage with a footprint of 638 square feet and overall exterior dimensions of 22' x 29'.

The replacement garage would be constructed in the same location as the existing garage and would have a new concrete slab foundation with footings and stem walls. A new concrete driveway would be installed.

The Historical Preservation and Landmark Board of Review granted a certificate of appropriateness for this project at its July 7, 2022, meeting.

The Citizens' Advisory Committee reviewed these requests at its July 14, 2022, meeting and recommended approval to the Commission.

Staff recommended approval for D-22-23-1, as well as V-21-22-3 and BP-22-23-1 with the following findings:

- a. **The proposed detached garage size, placement, and setbacks are consistent with the character of the neighborhood and compatible with surrounding structures.**
- b. **The lot coverage limit presents a hardship in this case because, without a variance, the applicant would be unable to construct a garage.**
- c. **The proposed development is compatible with the Master Plan land use designation for the property, which is Single Family Residential.**
- d. **The proposed development is in keeping with the spirit and intent of the zoning rules.**
- e. **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.**

*Items C.1 and C.2 were taken as a combined vote*

Janis Powers moved to approve items C.1 and C.2. Travis Mason seconded the motion. The following votes were recorded, and the motion passed:

Mr. Downs, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Mason, yes; Mr. Henderson, yes; Ms. Powers, yes.

3. **Discussion and possible action regarding BP-22-23-5, request by Chad Bullock, GS Sign Services, for a building permit for construction of illuminated building-mounted signs for the Oklahoma History Center at 800 Nazih Zuhdi Drive in Oklahoma City.**

The applicant proposes to construct illuminated building-mounted signs in three locations for the Oklahoma History Center. The proposed construction would draw more attention to the History Center and Capitol Complex as whole and make the complex more welcoming to visitors. The building does not currently feature any signage.

The Citizens' Advisory Committee reviewed this request at its September 8, 2022, meeting and recommended approval of a building permit for the signs as proposed.

Staff recommended approval of BP-22-23-5, with the finding that the proposed work complies with applicable zoning rules.

Brian Downs moved to approve BP-22-23-5. Jeremiah Jordan seconded the motion. The following votes were recorded, and the motion passed:

Mr. Downs, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Mason, yes; Mr. Henderson, yes; Ms. Powers, yes.

**D. Miscellaneous:**

**1. Discussion and possible action to approve Commission meeting dates for 2023, all at 8:15 a.m.:**

Jan. 27	*May 19	*Sept. 29
Feb. 24	Jun. 23	Oct. 27
Mar. 24	Jul. 28	*Nov. 17
*May 5	Aug. 25	*Dec. 15

Brian Downs moved to approve the meeting dates for 2023 with the modification that there be an additional date set in the month of April. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

Mr. Downs, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Mason, yes; Mr. Henderson, yes; Ms. Powers, yes.

**2. Report and possible discussion on the MAPS 4 Innovation District Connectivity Master Plan:**

Mr. Jones informed the commission that staff has invited Luke Schmidt, the consultant for the project, to come to the October 28<sup>th</sup> commission meeting to give a presentation about the MAPS 4 Innovation District Connectivity Plan and will be taking any questions and comments during that time.

**E. Reports and possible discussion from Commissioners or Director:**

**1. Report from ad-hoc committee on its discussions regarding the Commission's Master Land Use Plan.**

**F. Adjournment:**

There being no further business, Janis Powers motioned to adjourn. Travis Mason seconded the motion. Seeing no opposition, the meeting adjourned at 8:51 a.m.