

Minutes
Capitol-Medical Center Improvement and Zoning Commission
Feb. 28, 2020
8:15 a.m.
Will Rogers Building, Rm. 216
Oklahoma City, Oklahoma

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

MEMBERS PRESENT: Tiana Douglas
Brian Downs
Hillary Farrell
Joshua Greenhaw
Jeremiah Jordan
Paul Manzelli
Janis Powers
Dan Ross

MEMBERS ABSENT: Kirkland Hall
Ken Phillips

STAFF/GUESTS: Casey Jones, OMES Zoning Assistant Planner
Beverly Hicks, OMES Planning/Administrative Coordinator
Karl Kramer, OAG
Carie Carman, OMES
Jim Abernathy, Hines Project
Jennifer Knight, Spur Design
Matt Pearce, P&D Studio
David Peck, Applicant/Property Owner
Seth Cavin, Spur Design

A. Roll Call:

Chairman Dan Ross called the meeting to order at 8:21 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 Jan. 24, 2020 meeting:

Mr. Jordan moved to approve the meeting minutes of January. Mr. Greenhaw seconded the motion. The following votes were recorded and the motion passed:

Ms. Douglas, yes; Mr. Downs, abstain; Ms. Farrell, yes; Mr. Greenhaw, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Ms. Powers, yes; Mr. Ross, yes.

C. Land Use and Development Applications:

1. Discussion and possible action regarding D-19-20-4, a request by Daniel Mercer, for approval of the Site Demolition Plan for the COOP Ale Works Brewery and Entertainment District and issuance of a permit for demolition work on the properties located at 200 NE 23rd Street and 2311 N Central Avenue in Oklahoma City:

This request is related to the development of the armory that is being sold by the State of Oklahoma to the applicant. The proposed demolition of five buildings (warehouses) and removal of surrounding parking lots in preparation for development of the property has been reviewed and approved by the National Park Service and will not have any detrimental impact on the status of the Oklahoma National Guard Armory Building and the Oklahoma State Highway Testing Laboratory that are listed on the National Register of Historic Places.

Mr. Pierce, historic preservation consultant for this project with Preservation and Design Studio, reported that the five proposed warehouses for demolition were built a decade after the armory and were not all functioning for the same purpose. The buildings are basic warehouses that have had window replacements and additions added that would not qualify them to be listed on the National Register for tax credits purposes.

The Citizens' Advisory Committee met on February 13, 2020 and recommended approval of this request.

Staff recommendation is to approve with the finding that the proposed work complies with the applicable zoning rules.

Ms. Powers moved to approve D-19-20-4. Ms. Douglas seconded the motion. The following votes were recorded and the motion passed:

Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Greenhaw, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Ms. Powers, yes; Mr. Ross, yes.

2. Discussion and possible action regarding CU-19-20-2, a request by David Peck for a conditional use permit for a garage apartment on the property located at 610 Culbertson Drive in Oklahoma City: C. 2 and 3 were taken as a combined vote.

The proposed accessory dwelling located in the garage requires the said permit per zoning rules. Public Notice was published in the Journal Record in advance of the meeting today and notice of the meeting for public comment was sent to residents within a 300 foot radius of the property. To date staff did not receive any comments.

3. Discussion and possible action regarding BP-19-20-35, a request by David Peck for issuance of a building permit for construction of a single family dwelling, an attached garage, and a detached garage apartment with a garage apartment on the property located at 610 Culbertson Drive in Oklahoma City:

D. 2 and 3 were taken as a combined vote and are considered concurrent applications.

The vacant lot at 610 Culbertson Drive is over 19,000 square feet in size and has never been developed. The property is located in the RD-1 District and Historic Preservation District, and the proposed structures are designed to comply with applicable design standards for new construction. The properties located on either side are similarly configured. The proposal fits in and is compatible with the neighborhood.

The Historical Preservation and Landmark Board of Review met on February 6, 2020 and reviewed the proposed elevation renderings and exterior materials and approved a Certificate of Appropriateness (CA-19-20-22) with the following conditions:

- a. Porch columns shall be made of wood.
- b. All exterior work shall conform to the approved site plan, architectural elevation drawings, and exterior material specifications. Changes to the approved plans must be submitted to commission staff for review and approval prior to making changes on site.
- c. New concrete shall not be bright white in color. Color-matching the concrete to older, existing concrete is encouraged.
- d. Exterior brick shall not be painted.
- e. Mailboxes shall only be placed on the front wall or porch of the home; they are not permitted at curbside.

The Citizens' Advisory Committee met on February 13, 2020 and recommended approval of the conditional use permit and building permit.

Staff recommendation is to approve both permits with the finding following 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 adjacent to properties;
 - iv. the flow of traffic on streets in the area.

Ms. Powers moved to approve CU-19-20-2 and BP-19-20-35. Mr. Greenhaw seconded the motion. The following votes were recorded and the motion passed:

Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Greenhaw, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Ms. Powers, yes; Mr. Ross, yes.

4. Discussion and possible action regarding D-19-20-5, a request by Charles Lunn and Crystal Hines for a building permit for the demolition of the existing detached garage at 706 NE 18th Street in Oklahoma City:

The applicant proposes to demolish the garage due to its poor condition. A structural engineer conducted a walk-through structural inspection in 2017 and provided a report that found considerable structural issues.

The Historical Preservation and Landmark Board of Review met on February 6, 2020 and approved a Certificate of Appropriateness (CA-19-20-23) for demolition of the garage.

The Citizens Advisory Committee met on February 13, 2020 and recommended approval of this request.

Staff recommendation is to approve with the finding that the proposed work is in compliance with applicable zoning rules.

Mr. Greenhaw moved to approve D-19-20-5. Mr. Downs seconded the motion. The following votes were recorded and the motion passed:

Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Greenhaw, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Ms. Powers, yes; Mr. Ross, yes.

5. Discussion and possible action regarding CU-19-20-38, a request by Charles Lunn and Crystal Hines for a conditional use permit for a garage apartment at 706 NE 18th Street in Oklahoma City:

The proposed accessory dwelling located in the garage requires the said permit per zoning rules. Public Notice was published in the Journal Record in advance of the meeting today and notice of the meeting for public comment was sent to residents within a 300 foot radius of the property. To date staff did not receive any comments.

The Historical Preservation and Landmark Board of Review met on February 6, 2020 and reviewed the proposed elevation renderings and exterior materials and approved a Certificate of Appropriateness for the proposed structure (CA-19-20-23).

The Citizens' Advisory Committee met on February 13, 2020 and recommended approval of this request.

Staff recommendation is to approve with the following 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 compatible with the surrounding uses.
- 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 adjacent to properties;
 - iv. the flow of traffic on streets in the area.

Ms. Powers moved to approve CU-19-20-38. Mr. Greenhaw seconded the motion. The following votes were recorded and the motion passed:

Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Greenhaw, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Ms. Powers, yes; Mr. Ross, yes.

6. Discussion and possible action regarding V-19-20-2, request by Charles Lunn and Crystal Hines for a variance from the side yard building setback for construction of a detached garage with a garage apartment at 706 NE 18th Street in Oklahoma City:

The Historical Preservation and Landmark Board of Review met on February 6, 2020 and approved a Certificate of Appropriateness for the proposed structure (CA-19-20-23).

The Citizens' Advisory Committee met on February 13, 2020 and recommended approval of this request.

Staff recommendation is to approve with the following findings:

- a. The proposed garage placement and setbacks are consistent with the intent of the *Historic Preservation Standard and Guidelines*.
- b. Strict application of the 5-foot side yard requirement would result in a potential hardship by requiring the removal of the existing, mature pecan tree, which is located on the west side of the garage.

Ms. Powers moved to approve V-19-20-2. Mr. Jordan seconded the motion. The following votes were recorded and the motion passed:

Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Greenhaw, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Ms. Powers, yes; Mr. Ross, yes.

7. Discussion and possible action regarding BP-19-20-38, a request by Charles Lunn and Crystal Hines for a building permit for construction of a detached garage with a garage apartment at 706 NE 18th Street in Oklahoma City:

The Historical Preservation and Landmark Board of Review (HP Board) met on February 6, 2020 and approved a Certificate of Appropriateness (CA) for the proposed structure (CA-19-20-23).

Mr. Jones noted that the applicant at the February, HP Board meeting said that even though the drawings showed dormers with windows on the front and back of the garage, he did not intend to have windows on the back. The HP Board approved the CA with the understanding there were no windows on the back dormers. Mr. Lunn contacted Mr. Jones after that meeting and informed him that he does want to include the windows on the back dormer. Staff has no objection to recommending approval as the windows were shown on the original plans.

The Citizens' Advisory Committee met on February 13, 2020 and recommended approval of this request.

Staff recommendation is to approve with a condition, based on the following findings:

- a. The proposed development is in compliance with applicable zoning rules.

Condition: All work shall conform to the approved site plan, architectural elevation drawings, and exterior material specifications. Changes to the approved plans must be submitted to commission staff for review and approval prior to making changes on site.

Ms. Powers moved to approve BP-19-20-38. Ms. Douglas seconded the motion. The following votes were recorded and the motion passed:

Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Greenhaw, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Ms. Powers, yes; Mr. Ross, yes.

D. Miscellaneous:

1. Discussion and possible action to reappoint Kassy Malone, resident of the Medical Community, to a three-year term, as the Urban Planner/Landscape Architect on the Historical Preservation and Landmark Board of Review:

Mr. Downs moved to approve the reappointment of Ms. Malone. Mr. Jordan seconded the motion. The following votes were recorded and the motion passed:

Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Greenhaw, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Ms. Powers, yes; Mr. Ross, yes.

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

F. Adjournment:

There being no further business, Ms. Powers made a motion to adjourn. Mr. Jordan seconded the motion. Seeing no opposition, the meeting adjourned at 8:55 a.m.