

**Minutes**  
**Capitol-Medical Center Improvement and Zoning Commission**  
**Aug. 28, 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 difficulty)

**STAFF/GUESTS:** Casey Jones, AICP, OMES, Planner  
Beverly Hicks, OMES, Planning/Administrative Coordinator  
Karl Kramer, OAG  
David M. Box, Applicant representative  
Nash Thomas, Applicant  
Karen Patton, Applicant representative  
Sieanna Mackiewicz, ODOT virtual meetings  
Corbi Jenkins, ODOT VM  
Frank Roesler III, ODOT VM  
Bart Vleugels, ODOT VM  
Kim Bleeker, ODOT VM

**A. Roll Call:**

Chairman Dan Ross called the meeting to order at 8:18 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 July 24, 2020 virtual special meeting:**

Tiana Douglas moved to approve the meeting minutes of July. Ken Phillips 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.

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

**1. Discussion and possible action regarding D-19-20-9, request by Fran Patton representing Church of the Living God, the owner, for a building permit for demolition of a detached garage at 947-949 East Drive in the Lincoln Terrace :**

On August 6, 2020, the Historical Preservation and Landmark Board of Review granted a Certificate of Appropriateness for demolition of the garage (CA-19-20-46) with the following findings:

- a. The structure is in a state of disrepair and requires extensive work.
- b. Most of the structure's historic fabric has already been lost due to past alterations and deterioration over time.
- c. While demolition of the structure will damage the integrity and continuity of the district, repairing the structure would result in the loss of the structure's remaining historic fabric.

On August 13, 2020, the Citizens Advisory Committee recommended approval of D-19-20-6.

Staff recommended to approve the permit for demolition of the detached garage with the finding that the proposed work complies with applicable zoning rules.

Tiana Douglas moved to approve D-19-20-9. Hillary Farrell 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. Discussion and possible action regarding D-19-20-8, a request by David M. Box, Williams, Box, Forshee & Bullard, representing Bad Apple Equities, LLC, the owner, for a building permit for demolition of a detached garage at 922 NE 17<sup>th</sup> Street in the Lincoln Terrace East Historic District in Oklahoma City:**

On August 6, 2020, the Historical Preservation and Landmark Board of Review granted a Certificate of Appropriateness for demolition of the garage (CA-19-20-36) with the following findings:

- a. The structure is in a state of disrepair and requires extensive work.
- b. Most of the structure's historic fabric has already been lost due to past alterations and deterioration over time.
- c. While demolition of the structure will damage the integrity and continuity of the district, repairing the structure would result in the loss of the structure's remaining historic fabric.

On August 13, 2020, the Citizens Advisory Committee recommended approval of D-19-20-8.

Staff recommended to approve the permit for demolition of the detached garage with the finding that the proposed work complies with applicable zoning rules.

Anderson Dark moved to approve D-19-20-8. Ken Phillips 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.

**3. Discussion and possible action regarding V-19-20-3 and BP-19-20-57, request by David M. Box, Williams, Box, Forshee & Bullard, representing Bad Apple Equities, LLC, the owner, for a variance from the 25-percent maximum lot coverage requirement in the RD-1 District and a building permit for construction of a single family dwelling and detached garage at 922 NE 17<sup>th</sup> Street in the Lincoln Terrace East Historic District in Oklahoma City:**

On August 6, 2020, the Historical Preservation and Landmark Board of Review granted a Certificate of Appropriateness for construction of a single family dwelling and detached garage (CA-19-20-36) with the following findings:

Findings:

- a. The proposed work is designed to be compatible with surrounding structures and will not have an adverse effect on the integrity and historic character of the district.

Conditions:

- a. The dwelling shall comply with the 35-foot front yard platted setback.
- b. Exterior brick shall not be painted.
- c. 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.
- d. New concrete shall not be bright white in color. Color-matching the concrete to older, existing concrete is encouraged.

On August 13, 2020, the Citizens Advisory Committee recommended approval of V-19-20-3; BP-19-20-57.

Staff recommended to approve V-19-20-3 and BP-19-20-57 with the following findings and the above-listed conditions:

- a. The proposed dwelling and garage size, placement, and setbacks are consistent with the character of the neighborhood and compatible with surrounding structures.
- b. The 25-percent lot coverage limit presents a hardship by causing either the proposed garage or dwelling footprint, which are of common and reasonable size, to be reduced by approximately 220 square feet. This amount is roughly equal to one-half of the proposed garage, one room within the proposed dwelling, or the entire proposed front porch.
- c. The proposed development will have no detrimental impact on adjacent properties.

- d. The proposed development is compatible with the Master Plan land use designation for the property, which is Single Family Residential.
- e. The proposed development is in keeping with the spirit and intent of the zoning rules.

Tiana Douglas moved to approve V-19-20-3 and BP-19-20-57. 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.

**D. Miscellaneous:**

**1. 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:**

Discussion only. No action taken.

**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 8:38 a.m.