

**Minutes**  
**Capitol – Medical Center Improvement and Zoning Commission**  
**Sept. 25, 2015**  
**8:15 a.m.**  
**Will Rogers Building, Rm. 216**  
**Oklahoma City, Oklahoma**

A meeting notice was filed with the secretary of state and agenda posted in accordance with the Open Meeting Act.

**MEMBERS PRESENT:** J.R. Caton  
Tiana Douglas  
Joshua Greenhaw  
Paul Manzelli  
David Ooten  
Dan Ross  
Lenardo Smith  
Sarah Welch

**MEMBERS ABSENT:** Reginald Johnson  
John Woods

**OTHERS:** Ben Davis, OMES CAM  
Justin Henry, OMES CAM  
Beverly Hicks, OMES CAM  
Steven Barker, AAG  
Louise Reagan, Capitol View  
Essie Childs, Capitol View  
Gina Blaylock, Capitol View  
Anita McCarthey, Capitol View  
Irene Ewing, Capitol View  
Peggy Ewing, Capitol View  
Treb Praytor, HopeHouse, OKC  
Brandy Ronnine, HopeHouse, OKC

**A – Determination of quorum and call to order. [Dan Ross]**

Chairman Ross called the meeting to order at 8:15 a.m. A roll call was taken and a quorum was established. Mr. Ross was advised that notice of the meeting had been given, and an agenda posted in accordance with the Open Meeting Act.

**B – Approval, disapproval and/or amendment of the minutes of the June 26, 2015, meeting.**

Ms. Welch moved to approve the June meeting minutes. Mr. Greenhaw seconded the motion; the minutes passed and the following votes were recorded:

J.R. Caton – yes; Joshua Greenhaw – yes; Paul Manzelli – yes; David Ooten – yes; Dan Ross – yes; Lenardo Smith – yes; Sarah Welch – yes.

**C-F – Discussion and possible action on approval of hearings, requests or permits.**

**C: Special Public Hearings** – None.

**D: Rezoning Request** – None.

**E: Conditional Use Permits**

1. **CUP-15-16-1**, request by HopeHouse Supportive Transitional Living for a conditional use permit to operate a single-family home as an after-school tutoring center for children living in adjacent rental housing, at 7326 N.E. 25<sup>th</sup> St. in the Harrell Addition.

Action required: Approval, disapproval or amendment of the permit.

Mr. Smith made a motion to table and refer back to the Citizen's Advisory Committee. Mr. Ooten seconded the motion, the motion passed and the following votes were recorded:

J.R. Caton – yes; Tiana Douglas – yes; Joshua Greenhaw – yes; Paul Manzelli – yes; David Ooten – yes; Dan Ross – yes; Lenardo Smith – yes; Sarah Welch – yes.

*Tiana Douglas entered the meeting at 8:28 a.m.*

**F: Building Permits**

1. **BP-15-16-1**, request by Teri Green for a building permit to construct a two-car garage at 914 N.E. 18<sup>th</sup> St. in the Lincoln Terrace Addition.

Action required: Approval, disapproval or amendment of the permit.

Mr. Smith made a motion to approve. Mr. Manzelli seconded the motion, the motion passed and the following votes were recorded:

J.R. Caton – yes; Tiana Douglas – yes; Joshua Greenhaw – yes; Paul Manzelli – yes; David Ooten – yes; Dan Ross – yes; Lenardo Smith – yes; Sarah Welch – yes.

**G – Miscellaneous** – None.

## **H – Reports from commissioners or director.**

### **1. Director's Monthly Activity Report**

Mr. Davis reported that there are a few vacancies on the Citizen's Advisory Committee (CAC). The Historic Preservation Landmark Board of Review (HPLBOR) is at capacity and is currently working on standards and guidelines, using the City of OKC guidelines as a model. Those will be reviewed and adapted for the district, and will be adopted through the rules process beginning in spring.

Each board member was provided a copy of the rewritten HP Review packet for the HPLBOR, which has the same information and provides more direction for the applicant.

Mr. Davis informed there were parcels with incorrect zoning, corrected on the zoning map. There were a couple of regulations (RD-3 & 4 zoning designations) missing in the zoning rules that were found in a previous version of the rules and will be reinstated during the next rulemaking process.

Mr. Davis demonstrated the public zoning map he created located on the OMES CAM website.

## **I – Adjournment [Dan Ross]**

There being no further business, Mr. Ooten made the motion to adjourn. Mr. Smith seconded the motion. Seeing no opposition, the meeting adjourned at 8:49 a.m.