

**Minutes**  
**Capitol-Medical Center Improvement and Zoning Commission**  
**Feb. 26, 2016**  
**8:15 a.m.**  
**Will Rogers Building, Rm. 216**  
**Oklahoma City, Oklahoma**

A meeting notice was given and an agenda was posted in accordance with the Open Meeting Act.

**MEMBERS PRESENT:** Joshua Greenhaw  
Reginald Johnson  
Paul Manzelli  
David Ooten  
Dan Ross  
Lenardo Smith  
Sarah Welch

**MEMBERS ABSENT:** J.R. Caton  
Tiana Douglas  
John Woods

**STAFF/GUESTS:** Justin Henry, OMES CAM, Support Staff  
Beverly Hicks, OMES CAM, Support Staff

**A. Roll Call:**

The meeting was called to order by Chairman Ross at 8:19 a.m. Roll call was taken and a quorum was established. Mr. Ross was advised that notice of the meeting was given and an agenda posted in accordance with the Open Meeting Act.

**B. Minutes:**

1. **Approval, disapproval and/or amendment of the minutes of Jan. 26, 2016, meeting.**

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

Joshua Greenhaw, aye; Paul Manzelli, aye; David Ooten, aye; Dan Ross, aye; Lenardo Smith, aye; Sarah Welch, aye.

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

**D. Rezoning Request: None.**

**E. Conditional Use Permits: None.**

**F. Building Permits: Action Required: Approval, disapproval or amendment of the permit.**

1. **BP-15-16-8, Request by Oklahoma Farm Bureau to landscape including the construction of raised planter beds and public art, reconfigure sidewalks and construct a ground sign at 2501 N. Stiles Ave.**

Located at 2501 N. Stiles Ave., Lots 1 through 12 plus the 30 feet of vacated 25<sup>th</sup> St. on adjacent North Side, Capitol Park Addition.

Mr. Henry gave a presentation of the Farm Bureau's request to re-landscape the property. Proposing a slight reconfiguration on the sidewalk and adding 77 sculptures (1.5 feet wide, 3 feet tall) to represent each county in Oklahoma and contain dirt samples inside from each of the counties, surrounded by planter beds. Replacing an existing sign with a ground-mounted sign (2.5 feet tall, 14 feet wide) in the front planter bed.

Staff recommended its approval of the permit to the commission, as it complies with the landscape requirements and sign regulations. Mr. Smith, representative of the Citizen's Advisory Committee and on behalf of the committee, supported the recommendation.

Mr. Ooten moved to approve. Mr. Smith seconded the motion, the motion passed and the following votes were recorded:

Joshua Greenhaw, aye; Paul Manzelli, aye; David Ooten, aye; Dan Ross, aye; Lenardo Smith, aye; Sarah Welch, aye.

**G. Miscellaneous:**

1. Discussion of comprehensive planning process.

Mr. Henry made the commissioners aware of the need to update the zoning code. In order for this to happen a comprehensive plan needs to be in place. He gave an overview of the stages this will involve: collect and analyze data, identify needs and opportunities, formulate a vision for the future, identify steps, adopt the plan and implement. During this process the staff and commission plan to work together this winter to develop policy recommendations and outline the objectives. The goal for the new plans is to be congruent with the City of Oklahoma City's comprehensive plan, involving neighborhood input.

In the future, staff plans on hosting planning workshops to receive feedback and input from business owners and the community on the vision for their neighborhoods.

The tentative projected timeline on the comprehensive plan is to have a presentation of the final plan in the spring and adoption in the summer of next year.

No action. Discussion only.

*Mr. Johnson entered the meeting at 8:27 a.m.*

**H. Reports from Commissioners or Director: None.**

Chairman Ross expressed his appreciation to staff and the commission on their due diligence of service. He pointed out that the importance of the commission is growing as developments continue to increase, and Oklahoma City continues to grow north into the Capitol-Medical Zoning area and continue further north down Lincoln.

**I. Adjournment:**

There being no further business, Mr. Johnson made the motion to adjourn. Ms. Welch seconded the motion. Seeing no opposition, the meeting adjourned at 8:28 a.m.