

Minutes
Capitol-Medical Center Improvement and Zoning Commission
Mar. 25, 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: J.R. Caton
Tiana Douglas
Joshua Greenhaw
Reginald Johnson
Paul Manzelli
David Ooten
Dan Ross
Lenardo Smith

MEMBERS ABSENT: Sarah Welch
John Woods

STAFF/GUESTS: Ben Davis, OMES Zoning Administrator, Director of Planning
Justin Henry, OMES CAM, Support Staff
Beverly Hicks, OMES CAM, Support Staff
Don Hackler, Department of Commerce
Dennis Glover, FSB Architects

A. Roll Call:

The meeting was called to order by Chairman Ross at 8:00 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 Feb. 26, 2016, meeting.**

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

J.R. Caton, aye; Tiana Douglas, aye; Joshua Greenhaw, aye; Reginald Johnson, aye; Paul Manzelli, aye; David Ooten, aye; Dan Ross, aye; Lenardo Smith, 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-15-16-10, Request by Oklahoma Department of Commerce to construct a ground sign at 900 N Stiles Avenue.**

Located at 900 N. Stiles Ave., Maywood Addition, Block 12, Lot 14.

Mr. Davis informed that the initial request of the Department of Commerce was approved by the commission in January to put a veneer on a wall around an Oklahoma gas and electric transformer. Mr. Hackler had a structural engineer review the wall and said it was not strong enough to support the work that was approved to be done. He asked to amend the initial request to erect a free-standing sign in front of the retaining wall around the Oklahoma gas and electric transformer that will be identical to the two signs on the south side of the property facing N.E. 8th Street. Mr. Davis confirmed it meets all sign requirements.

Ms. Douglas moved to approve. Mr. Greenhaw seconded the motion, the motion passed and the following votes were recorded:

J.R. Caton, aye; Tiana Douglas, aye; Joshua Greenhaw, aye; Reginald Johnson, aye; Paul Manzelli, aye; David Ooten, aye; Dan Ross, aye; Lenardo Smith, aye.

G. Miscellaneous:

Confirmation of Citizen's Advisory Committee Membership Term of 1 Year:

Action Required: Approval or Disapproval of Confirmation by the Chairman.

1. Confirmation of the Citizen's Advisory Committee membership term of Bill Morris.
2. Confirmation of the Citizen's Advisory Committee membership term of Lenardo Smith.
3. Confirmation of the Citizen's Advisory Committee membership term of Samonia Byford.
4. Confirmation of the Citizen's Advisory Committee membership term of Audrey Jones.
5. Confirmation of the Citizen's Advisory Committee membership term of Jerry Cable.
6. Confirmation of the Citizen's Advisory Committee membership term of Donna Moore.
7. Confirmation of the Citizen's Advisory Committee membership term of Brandon Payne.

Confirmation of the Historical Preservation Landmark Board of Review Membership Term of 3 Years:

8. Confirmation of the Historic Preservation Landmark Board of Review Membership term of Laura Stone.
9. Confirmation of the Historic Preservation Landmark Board of Review Membership term of Dr. Andreana Prichard.

Mr. Caton moved to approve all membership terms of the Citizen's Advisory Committee and of the Historical Preservation Landmark Board of Review. Mr. Johnson seconded the motion, the motion passed and the following votes were recorded:

J.R. Caton, aye; Tiana Douglas, aye; Joshua Greenhaw, aye; Reginald Johnson, aye; Paul Manzelli, aye; David Ooten, aye; Dan Ross, aye; Lenardo Smith, aye.

10. Discussion and possible adoption of new administrative forms for the following permit applications:
 - i. Application for Accessory Use Building Permit
 - ii. Application for Primary Use Building Permit
 - iii. Application for Conditional Use Permit
 - iv. Application for Zoning Map Amendment (Rezoning Application)
 - v. Application for Sign Permit
 - vi. Application for Variance

Mr. Johnson moved to approve the adoption of all new administrative forms. Ms. Douglas seconded the motion, the motion passed and the following votes were recorded:

J.R. Caton, aye; Tiana Douglas, aye; Joshua Greenhaw, aye; Reginald Johnson, aye; Paul Manzelli, aye; David Ooten, aye; Dan Ross, aye; Lenardo Smith, aye.

H. Reports from Commissioners or Director: None.

I. Adjournment:

There being no further business, Mr. Ooten made the motion to adjourn. Ms. Douglas seconded the motion. Seeing no opposition, the meeting adjourned at 8:36 a.m.