

**Minutes**  
**Capitol-Medical Center Improvement and Zoning Commission**  
**April 22, 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  
Hillary Farrell  
Reginald Johnson  
Paul Manzelli  
David Ooten  
Dan Ross  
Lenardo Smith  
Sarah Welch

**MEMBERS ABSENT:** Tiana Douglas  
Joshua Greenhaw  
John Woods

**STAFF/GUESTS:** Ben Davis, OMES Zoning Administrator, Director of Planning  
Justin Henry, OMES CAM, Support Staff  
Beverly Hicks, OMES CAM, Support Staff  
Kevin Gates, University Hospital Authority and Trust  
Steve Stamper, fd2s, Austin, Texas

**A. Roll Call:**

The meeting was called to order by Chairman Ross at 8:23 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 Mar. 25, 2016, meeting.**

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

Hillary Farrell, aye; Reginald Johnson, aye; Paul Manzelli, aye; David Ooten, aye; Dan Ross, aye; Lenardo Smith, aye; Sarah Welch, abstain.

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

**D. Rezoning Request: None.**

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

**F. Building Permits:**

**1. Discussion and possible action regarding BP 15-16-13, Request by Ron McCrory to construct a deck, alter a garage, and replace a portion of fencing at 704 NE 16<sup>th</sup> Street.**

Howe's Capitol, Block 4, Lot 10.

Mr. Davis made known staff recommends approval, as it's in accordance with regulations and won't have an adverse effect on health, safety, and welfare of the neighborhood.

The question was posed by a commission member if this item had gone before the Citizen's Advisory Committee (CAC), Mr. Davis explained it would have, if their meeting was not canceled, due of lack of quorum. In this circumstance, rules allow everything to go directly to the commission without review by the CAC.

Ms. Welch moved to approve, finding that the proposed work is in compliance with the regulations. Mr. Johnson seconded the motion, the motion passed and the following votes were recorded:

J.R. Caton, aye; Hillary Farrell, aye; Reginald Johnson, aye; Paul Manzelli, aye; David Ooten, aye; Dan Ross, aye; Lenardo Smith, aye; Sarah Welch, aye.

*Mr. Caton entered the meeting at 8:23 a.m.*

**2. Discussion and possible action regarding D 15-16-1, Request by Charles Carr to demolish garage at 725 NE 17<sup>th</sup> Street.**

Lincoln Terrace Addition, Block 12, Lot 17

Mr. Davis explained the property is zoned Historic Preservation (HP) District and was approved by the Historical Preservation Landmark and Board of Review, granting them a Certificate of Appropriateness (CA).

Mr. Davis made known staff recommends approval to demolish the existing detached garage at the rear of the home including foundation. The applicants will come back in the May meeting to request to replace the garage with new construction.

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

J.R. Caton, aye; Hillary Farrell, aye; Reginald Johnson, aye; Paul Manzelli, aye; David Ooten, aye; Dan Ross, aye; Lenardo Smith, aye; Sarah Welch, aye.

**G. Miscellaneous:**

**1. Presentation on and discussion of the Oklahoma Health Center Wayfinding project.**

Mr. Gates made known he has been on the OU Health Center Campus for 12 years and working with the state for 10 years. During his tenure, he has recognized the need to make it easier for visitors and patients to navigate through the campus. Eight years ago he sought to improve the center's wayfinding signage. Five years ago he formed a committee that developed a Request for Qualifications ("RFQs") bid for consultation firms across the United States to come in and evaluate the campus and help develop a master plan to improve wayfinding traffic flow. They chose fd2s as their consultant, due to their long list of experience with hospitals and universities, to include M.D. Anderson and Texas Medical Center, noting that both campuses are very complex and were made less complicated by fd2s in creating a numbered entry point system.

Mr. Gates explained their committee created an 'Experience Audit,' presenting several different scenarios to the firm's team (fd2s) of four, challenging them on how to make the campus navigation less convoluted when patients and guest came to stay/visit. During the audit, fd2s discovered that a lot of the campus entities (hospitals on the premises) created their own website maps on how to arrive to specific destinations within the campus in various ways. When a Google search was done to get to the OU Medical Center, it took them to Edmond, Oklahoma instead of Oklahoma City. The goal is to standardize their websites and signage to provide the same information and assist visitors with navigating through and around the health center.

They found in the audit several areas in and around the campus where the entry point system would be effective in making travel easier to navigate. In a power point presentation to the Commissioners they demonstrated various pictures of what the OU campus would like with their wayfinding navigating system.

Mr. Davis informed the commission that he has discussed with the applicants the issues with the height of the over street signs and secondary directional signs. He noted that there is a 12 ft. maximum height on pole-mounted signs. However, the Commission has the ability to grant a variance to allow under certain circumstances. He explained that the commission should consider how this project would impact the district and weigh the pros and cons of the overall project.

The Commission had several questions of concern for the applicants to consider before coming back to the next meeting. Chairman Ross charged the commission with being familiar with the signage rules and driving the campus to get a feel of what the proposed project would look like. Chairman Ross reverted this item back to the Citizen's Advisory Committee (CAC) for their recommendation and further discussion to help the Commission with their judgement on possibly either granting variances, accepting some of the proposal or denying and asking the applicants to come up with a new plan that complies with the zoning rules.

The University of Oklahoma (OU), The Trust and OU Medical Center are three partners that have agreed to fund the \$5 million dollar project.

#### **H. Reports from Commissioners or Director:**

##### **1. Introduction of new Senate appointee, Hillary Farrell.**

Chairman Ross introduced Ms. Farrell and welcomed her to the Commission. Mrs. Farrell stated she's lived in the neighborhood since 2008 and is glad to be involved.

#### **I. Adjournment:**

There being no further business, Mr. Johnson made the motion to adjourn. Mr. Ooten seconded the motion. Seeing no opposition, the meeting adjourned at 9:17 a.m.