

**Minutes**  
**Capitol-Medical Center Improvement and Zoning Commission**  
**May 27, 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  
Reginald Johnson  
Paul Manzelli  
Dan Ross  
Lenardo Smith  
Sarah Welch

**MEMBERS ABSENT:** Hillary Farrell  
Joshua Greenhaw  
David Ooten  
John Woods

**STAFF/GUESTS:** Justin Henry, OMES CAM, Support Staff  
Beverly Hicks, OMES CAM, Support Staff  
Joseph Barnes, R.J. Colbert Enterprises/Carr Proj.  
Ruth Colbert Barnes, R.J. Colbert Enterprises/Carr Proj.

**A. Roll Call:**

The meeting was called to order by Chairman Ross at 8:15 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 April 22, 2016, meeting.**

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

Mr. Caton, aye; Mr. Johnson, aye; Mr. Manzelli, aye; Mr. Ross, aye; Mr. Smith, aye; Ms. Welch; aye.

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

**D. Rezoning Request: None.**

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

**F. Building Permits:**

**1. Discussion and possible action regarding BP 15-16-14, Request Charles Carr to construct a 3-car garage and replace a concrete driveway at 725 NE 17<sup>th</sup> Street.**

Lincoln Terrace Addition, Block 12, Lot 17

Mr. Henry noted that the Historical Landmark Board of Review (HPLBOR) has approved the project and that the Citizen's Advisory Committee (CAC) recommended approval.

Mr. Caton moved to approve BP-15-16-14. Mr. Smith seconded the motion, the motion passed and the following votes were recorded:

Mr. Caton, aye; Ms. Douglas, aye; Mr. Johnson, aye; Mr. Manzelli, aye; Mr. Ross, aye; Mr. Smith, aye; Ms. Welch; aye.

*Ms. Douglas entered the meeting at 8:19 a.m.*

**G. Miscellaneous:**

**1. Discussion and possible action, in accordance with O.S. 73 §83.3, to renew the contract between the City of Oklahoma City and the Capitol-Medical Center Improvement and Zoning Commission for code enforcement services in the Capitol-Medical Center Improvement and Zoning District for a period of one year.**

Mr. Henry made known it's the same contract as last year for \$12 thousand dollars. The City provide code enforcement services to the district through June 2017.

Ms. Welch recused herself because of her employer.

Ms. Douglas moved to approve the FY2017 contract. Mr. Manzelli seconded the motion, the motion passed and the following votes were recorded:

Mr. Caton, aye; Ms. Douglas, aye; Mr. Johnson, aye; Mr. Manzelli, aye; Mr. Ross, aye; Mr. Smith, aye; Ms. Welch; abstain.

**2. Confirmation of Citizen's Advisory Committee membership term of Marco Herrera.**

Mr. Henry made known that Mr. Herrera is a member of the Medical Community and the final member of the CAC. He was confirmed by the Committee at the May 12, 2016 meeting.

Mr. Smith moved to approve Mr. Herrera's membership term of one-year. Ms. Welch seconded the motion, the motion passed and the following votes were recorded:

Mr. Caton, aye; Ms. Douglas, aye; Mr. Johnson, aye; Mr. Manzelli, aye; Mr. Ross, aye; Mr. Smith, aye; Ms. Welch; aye.

**3. Discussion of the Oklahoma Health Center Wayfinding project presentation to the Citizen's Advisory Committee.**

Mr. Henry explained that in the current zoning rules the regulations state that the maximum width of a median sign should be no greater than 15% of the total width of a median of an island and the maximum height should not exceed 12 feet. Eighty-four (84) of the signs that were proposed currently don't meet the height requirement. If this body were to approve, it would require a variance.

Variances are allowed when there is an exceptional narrowness, shallowness or shape to a specific piece of property. Exceptional topographic conditions or other extraordinary exceptional situations. Mr. Henry said the one that most likely would apply, if the Commission determined it so, would be a peculiar and exceptional undue hardship to the property owner.

He pointed out a couple of restrictions of when variance are not allowed. The granting of a variance will not confer on the applicant any special privilege that is denied by this section to the land, structure or building of the same district. It could be interpreted as, if this body allows these kind of pole signs, the same pole signs might be permissible in other areas of the Health Center.

The CAC's most controversial issues are the overhead signs, and height, and the sign that is located at 14<sup>th</sup> and Lincoln on the median. The Committee felt the sign located across

from the Faculty House presented danger to the pedestrians crossing the street due to drivers distracted by the size and misguidance of where to turn.

Mr. Smith, representative of the CAC, mentioned that several of the residents think of Lincoln Boulevard as a neighborhood street and if the signs proposed are allowed, it could encourage drivers to increase their speed and put pedestrians at risk.

Mr. Ross, chairman, pointed out that action will be taken at the June 24, 2016 meeting.

No action taken.

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

**I. Adjournment:**

There being no further business, Mr. Johnson made the motion to adjourn. Mr. Manzelli seconded the motion. Seeing no opposition, the meeting adjourned at 8:37 a.m.