

Minutes
Capitol-Medical Center Improvement and Zoning Commission
September 23, 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:

Tiana Douglas
Hillary Farrell
Joshua Greenhaw
Paul Manzelli
Ken Phillips
Dan Ross
Sarah Welch
Jerry Winchester

MEMBERS ABSENT: J.R. Caton
Reginald Johnson

STAFF/GUESTS: Ben Davis, OMES Zoning Administrator, Director of Planning
Justin Henry, OMES CAM, Support Staff
Beverly Hicks, OMES CAM, Support Staff
Karl Kramer, Attorney General's Office

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. He 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 August 26, 2016 meeting.

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

Ms. Douglas, yes; Ms. Farrell, yes; Mr. Greenhaw, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Mr. Ross, yes; Ms. Welch, yes; Mr. Winchester, 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-16-17-4, request by Ron Steiner of Richardson Homes for a building permit authorizing the construction of an addition to the existing home, the construction of an accessory building and the relocation of the front yard fence at 707 NE 21st Street in the Capitol – Lincoln Terrace Historic District.**

The items for consideration:

1. Construct two-story addition to the north façade of the home.
2. Construct a stand-alone studio structure (accessory building) in the rear yard of the home – The Historic Preservation Board (HPB) approved the location.
3. Relocate the privacy fence in front yard – This was administratively approved by staff.

The Citizen's Advisory Committee (CAC) and staff recommended approval.

Ms. Douglas moved to approve permit BP-16-17-4. Mr. Greenhaw seconded the motion, the motion passed and the following votes were recorded:

Ms. Douglas, yes; Ms. Farrell, yes; Mr. Greenhaw, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Mr. Ross, yes; Ms. Welch, yes; Mr. Winchester, yes.

G. Miscellaneous:

- 1. Report and possible discussion of building permits that were administratively approved.**

- i. BP-16-17-1** – 637 NE 16th Street, Lincoln Terrace Historic District – A garage renovation and installation of fencing and driveway gates were approved by the Historic Preservation Board through a Certificate of Appropriateness. Since it was not an expansion of square footage it was approved administratively.
- ii. BP-16-17-2** – 707 NE 17th Street, Lincoln Terrace Historic District – A small area of fencing next to the drive that did not have fencing was approved by the Historic Preservation Board and approved administratively.
- iii. BP-16-17-3** – 1001 N. Lincoln Boulevard, in Maywood Addition – The construction of a covered walkway and carport over some of the parking spaces at the rear of the building of the Oklahoma Blood Institute was administratively approved.
- iv. BP-16-17-4** – 629 NE 16th Street, Lincoln Terrace Historic District – The Historic Preservation Board approved a Certificate of Appropriateness. A replacement of a concrete patio, installation of a French door and construction of a pergola at the rear of the home was administratively approved.

Upon the request of Chairman Ross, Mr. Davis explained why certain items are administratively approved. Anything that is not an expansion of a buildings floor area can be approved by staff and that meets the zoning regulations. A thorough review is done to make sure it meets the guidelines before administratively approving.

Report only.

H. Reports from Commissioners or Director:

1. Progress report on staff participation in the Placemaking Taskforce for the Oklahoma City Innovation District Study being conducted by the Project for Public Spaces (Ben Davis).

Mr. Davis informed the Commission about an 18 month study that is taking place in the south part of the district known as the Oklahoma City Innovation District Study.

The study is being conducted by the Brookings Institute and the Project for Public Spaces. There is a conglomerate of different entities within the city providing funding for the institute to come and do the study. It is expected to be completed at the beginning of next year.

They are looking at the entire Medical Center within the Zoning district. It encompasses south all the way to 4th Street, from Lottie Avenue and West to Broadway. It includes Automobile Alley, the entire Health Center and South of the Health Center.

They are looking at how the city and other entities can work together to create a district that really encourages innovation, entrepreneurship and attracts those types of businesses to the area. They are also looking to see ways to make the district a more livable area, so it is not just a place where people work, but can be a place where they live, recreate and worship. The study should be completed at the beginning of the next year.

Mr. Davis reported that he and Mr. Manzelli are participating in the Placemaking Task Force. They are looking at pedestrian and bicycle amenities, public space activation and will be making their recommendations to the larger Innovation District Coalition in the next few weeks that will go in to the study and be a part of the plan.

Report only.

2. Progress report on the development of the Lincoln Boulevard Design Overlay District, in partnership with the City of Oklahoma City (Ben Davis).

In continuation of item one, the study will help staff inform a new comprehensive plan for the district and the City and Alliance for Economic Development will be taking that information and parlaying it into a new master plan for the Health Center area.

Chairman Ross introduced Mr. Winchester as the new member to the Commission, representative of the Long-Range Capitol Planning Commission.

Report only.

I. Adjournment:

There being no further business, Ms. Farrell made the motion to adjourn. Ms. Welch seconded the motion. Seeing no opposition, the meeting adjourned at 8:34 a.m.