

Minutes
Capitol-Medical Center Improvement and Zoning Commission
Hybrid Special Meeting
Will Rogers Building
CR – 214 (Innovation) /216 (Create)
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
Apr. 23, 2021, 8:15 a.m.
WebEx Platform

MEMBERS PRESENT: Anderson Dark
Tiana Douglas
Brian Downs
Hillary Farrell
Jeremiah Jordan
Paul Manzelli
Ken Phillips
Janis Powers
Dan Ross

MEMBERS ABSENT: Kirkland Hall

STAFF/GUESTS: Casey Jones, AICP, OMES, Planner
Beverly Hicks, OMES, Planning/Administrative Coordinator
Karl Kramer, OAG
Doug Waggoner, Extreme Builders
Mark Grubbs, Grubbs Consulting, Applicant
Braxton Bates, Applicant representative
Lisa Bouska, Applicant representative

A. Roll Call:

Chairman Dan Ross called the meeting to order at 8:16 a.m. A roll call was taken and a quorum established. Mr. Ross was advised a meeting notice was filed with the Secretary of State and agenda posted in accordance with the amendments to the Open Meeting Act made by enrolled Senate Bill 1031 (2021).

B. Minutes:

1. Approval, disapproval and/or amendment of the minutes of the March 26, 2021 hybrid special meeting:

Hillary Farrell moved to approve the meeting minutes of March. Tiana Douglas seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Jordan, yes;
Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

C. Land Use and Development Applications:

1. Discussion and possible action regarding BP-20-21-42, request by Gary Adams, Extreme Builders, for a building permit for construction of a single family dwelling at 940 NE 30th Street on property described as Lots 3 and 4, Block 1, Powell Subdivision of Block 1, Alta Vista Addition to Oklahoma City:

The Citizens' Advisory Committee reviewed the applicant's plans on April 8, 2021, and recommended approval of the building permit. Staff recommended approval.

Ken Phillips moved to approve BP-20-21-42. Anderson Dark seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

Note: Items C.2 through C.5 all pertain to the same property and development.

2. Discussion and possible action regarding D-20-21-4, request by Mark Grubbs, Grubbs Consulting, LLC, for a building permit for demolition of all existing structures at 950 NE 23rd Street in Oklahoma City:

The Citizens' Advisory Committee reviewed the applicant's proposed development plans (C.2 through C.5) on April 8, 2021, and recommended approval of all the permits and variances requested.

Staff recommended to approve these requests (C.2 through C.5) as submitted, with the condition that work shall be completed according to the submitted plans and that all required permits be obtained from the City of Oklahoma City prior to the commencement of work.

Tiana Douglas moved to approve D-20-21-4. Anderson Dark seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

3. Discussion and possible action regarding V-20-21-4, request by Mark Grubbs, Grubbs Consulting, LLC, for variances from strict application of specified zoning rules as they pertain to the proposed development of a filling station with convenience store and restaurant in the CN Neighborhood Commercial District at 950 NE 23rd Street in Oklahoma City:

- a. Variance from OAC 120: 10-3-24(b)(4) to permit propane fuel and packaged ice to be stored and displayed for sale outside of the building.
- b. Variance from OAC 120: 10-7-11(a)(32) to permit the minimum parking requirement for a "retail/commercial establishment" to be calculated at the rate of one parking space per 200 square feet of net floor area.
- c. Variance from OAC 120: 10-7-12(1) to permit driveway widths of 35 feet for the driveway on NE 23rd Street and for one of the two driveways on North Kelley Avenue.

- d. Variance from OAC 120: 10-7-10(2) to permit parking spaces in the rear yard setback area.
- e. Variance from OAC 120: 10-5-4.1 (8) to permit a trash enclosure in the side yard setback area.

Jeremiah Jordan moved to approve V-20-21-4. Hillary Farrell seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Jordan, yes;
Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

4. Discussion and possible action regarding BP-20-21-45, request by Mark Grubbs, Grubbs Consulting, LLC, for a building permit for construction of a filling station with convenience store and restaurant in the CN Neighborhood Commercial District at 950 NE 23rd Street in Oklahoma City.

Ken Phillips moved to approve BP-20-21-45. Hillary Farrell seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Jordan, yes;
Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

5. Discussion and possible action regarding BP-20-21-46, request by Mark Grubbs, Grubbs Consulting, LLC, for a building permit for alterations to an existing pylon sign and for installation of wall signs and fuel island canopy signs at 950 NE 23rd Street in Oklahoma City.

Tiana Douglas moved to approve BP-20-21-46. Brian Downs seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Jordan, yes;
Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

D. Miscellaneous:

1. Discussion and possible action to appoint Guy Parkhurst, a resident of the Capitol Lincoln Terrace Historic District, to fill a vacancy on the Citizens' Advisory Committee.

Anderson Dark moved to approve appointment. Brian Downs seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Jordan, no;
Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

2. Discussion and possible action to appoint Camal Pennington, a resident of the Lincoln Terrace East Historic District, to fill the unexpired term of Sharon Astrin on the Historical Preservation and Landmark Board of Review.

Janis Powers moved to approve appointment. Jeremiah Jordan seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

3. Discussion and possible action to reappoint Carla Splaingard to serve a three year term as a real estate agent on the Historical Preservation and Landmark Board of Review.

Jeremiah Jordan moved to approve reappointment. Anderson Dark seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

4. Discussion and possible action to enter into an agreement with the City of Oklahoma City to provide zoning code enforcement on behalf of the Capitol-Medical Center Improvement and Zoning Commission for Fiscal Year (FY 22), July 1, 2021 through June 30, 2022, cost \$12,000.

Brian Downs moved to approve. Ken Phillips seconded the motion. The following votes were recorded and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Downs, yes; Ms. Farrell, yes; Mr. Jordan, yes; Mr. Manzelli, yes; Mr. Phillips, yes; Ms. Powers, yes; Mr. Ross, yes.

E. Reports and possible discussion from Commissioners or Director: None.

F. Adjournment:

There being no further business, Tiana Douglas made a motion to adjourn. Ken Phillips seconded the motion. Seeing no opposition, the meeting adjourned at 9:02 a.m.