

Minutes
Capitol-Medical Center Improvement & Zoning Commission
Regular Meeting
Will Rogers Building, 3rd Floor, EGID Central Conference Room
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
June 28, 2024, 8:15 a.m.

MEMBERS PRESENT:

Nathan Wald, Chair
Anderson Dark
Tiana Douglas
Hillary Farrell
Janis Powers

Taylor Henderson
Paul Manzelli
Travis Mason
Phoebe Barber

MEMBERS ABSENT:

Brian Downs

STAFF/GUESTS:

Casey Jones, AICP, OMES
Beverly Hicks, OMES
Karl Kramer, OAG
Carie Carman, OMES REALS
Mary Jackson, OMES DGC
Matt Thomas, QUAD Construction
Sterling & Marilyn Mitchell, applicant
Chad Davidson, City of Oklahoma City

Rita Douglas-Talley, City of Oklahoma City
Chris Smith, City of Oklahoma City
Phyllis Jordan, citizen (attending virtually)
Jeremy Gardner, Gardner Studio
Dustin Crawford, citizen
Zenophon Warrior, CWNA
Alex Jennings, representative for Armory
Redevelopment Group LLC

A. Call to Order, Roll Call, and Determination of Quorum:

Chair Nathan Wald called the meeting to order at 8:18 a.m. A roll call was taken, and a quorum was established. Mr. Wald was advised that notice of the meeting had been given and an agenda posted in accordance with the Open Meeting Act.

B. Minutes:**1. Approval, disapproval, and/or amendment of the minutes of the May 17, 2024 meeting:**

Anderson Dark moved to approve the meeting minutes of May. Hillary Farrell seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Ms. Farrell, yes; Ms. Barber, yes; Mr. Henderson, yes;
Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, yes; Mr. Wald, yes.

C. Land Use and Development Applications:

- 1. Discussion and possible action regarding BP-23-24-28, request by Kevin Raley for a building permit for installation of an illuminated monument sign at 400 NE 10th Street in Oklahoma City.**

Mr. Jones advised the commission that the building at 400 NE 10th Street, formerly occupied by Ratcliffe Books, is currently vacant and under renovation for two new tenants: Raley Scrubs and the Oklahoma Heart Hospital Imaging Center. Mr. Raley requests a permit for installation of new, non-illuminated signage on the east and west sides of an existing brick monument located northwest of the building near the intersection of NE 10th Street and North Stiles Avenue. The monument was constructed in 2000 and formerly advertised a Quizno's restaurant, but all signage has been removed from the monument. The monument is 51.25 square feet in size and five feet in height. The proposed signage is 14.5 square feet in size and two feet, five inches in height per side. The signage materials will consist of acrylic channel letters and aluminum raceways painted to match the monument brick. The sign will have internal LED illumination. To comply with the landscaping requirement, Mr. Raley proposes to install a 1' x 10' flower bed on each side of the monument with ornamental grass (Liriope) planted around the edges.

A site plan, sign elevation drawings, and photographs of the property were shown. The proposed signage and landscaping comply with the applicable zoning rules for signs in the Neighborhood Commercial District where the subject property is located.

Mr. Jones advised the commission that the Citizens' Advisory Committee recommended approval of the proposed signage and landscaping description submitted by the applicant.

Staff recommended approval of the building permit with the finding that the proposed work complies with the applicable zoning rules and with the following conditions: 1) All required permits shall be obtained from the City of Oklahoma City prior to the commencement of work; 2) Landscaping shall be installed and maintained in accordance with the approved landscape proposal: a 1' x 10' flower bed on each side of the monument with ornamental grass (Liriope) around the edges.

Travis Mason moved to approve BP-23-24-28 with the findings and conditions as presented. Anderson Dark seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Ms. Farrell, yes; Ms. Barber, yes; Mr. Henderson, yes;
Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, yes; Mr. Wald, yes.

2. **Discussion and possible action regarding MP-23-24-1 and Z-23-24-1, request by Armory Redevelopment Group LLC for a master land use plan amendment from "Major Institutional" to "Planned Development" and a zoning amendment from "P, Public District" to "PUD, Planned Unit Development District" for the properties at 200 NE 23rd Street and 2311 Progress Drive, further described as Lots 2 and 9 in Block 2 of the Semper Anticus Subdivision in Oklahoma City.**

Mr. Jones provided a summary of the staff report on the proposed “23rd Street Armory Mixed-Use Development” and presented slides including aerial photographs, photographs of the existing buildings and grounds, the subdivision plat, the Master Land Use Plan Map, the Official Zoning Map, and a map showing the boundaries of the subject properties.

Mr. Jones reported that OMES sold the subject properties to the applicant, Armory Redevelopment Group, LLC, (ARG), in 2022 for the development of a brewery, restaurant, offices, retail, and lodging accommodations. Prior to commencing any construction, the applicant is required to obtain rezoning approval from the commission so that the proposed uses would comply with applicable zoning rules. The property’s present land use and zoning designations, “Major Institutional” and “Public District,” are intended for government offices and are not compatible with the applicant’s intended uses for the property. The “Planned Development” land use category and the “PUD District” zoning designation would permit the variety of uses as are proposed in the applicant’s mixed-use development. The master design statement that accompanies the PUD can provide a customized list of permitted uses, conditional uses, and prohibited uses, and can be tailored to ensure that the buildings, landscaping, and signage in the development are compatible with surrounding uses.

Mr. Jones reported that the Citizens’ Advisory Committee reviewed the applicant’s requests on June 13, 2024, and recommended approval subject to the following revisions to the PUD master design statement:

- 1) Under permitted uses, spectator sports and entertainment should be permitted only in association with other complementary uses to encourage more active use of the property throughout the day and outside of special events.
- 2) Under permitted uses, drive-in restaurants should be limited to food trucks and food stands operating on a temporary basis only.
- 3) Hotels or lodging accommodations should be subject to detailed plan review and approval by the Commission.

The commission was provided with the applicant’s revised PUD master design statement, which was submitted to the Commission’s office on June 17, 2024. The applicant, Ms. Jennings, stated that the revised master design statement incorporates all the revisions recommended by the Citizens’ Advisory Committee.

The commission discussed the applicant’s plans for accommodating future parking needs for the development and expressed concerns over the parking capacity provided on the applicant’s site plan. Ms. Jennings stated that the owner is exploring options for possible off-site parking and shuttle solutions, and an off-site parking solution is yet to be secured. Ms. Jennings advised the commission that the PUD master design statement provides that parking may be provided

in a parking garage or parking lot not located on the same site as the structure and that a parking plan must be provided at the time of application for a building permit.

The commission was advised that public hearing notices had been mailed and published pursuant to the applicable zoning rules. The commission's office received no public comments concerning this request.

Chairman Wald asked if any members of the public in attendance would like to comment on this request. There were no comments.

Commissioner Henderson, representing the Oklahoma Department of Transportation (ODOT), received no comments.

Anderson Dark moved for the adoption of the facts as presented in the staff report for this meeting and the presentations made during this meeting as the findings-of-fact of this hearing on Agenda Item C.2. and for the approval of the master land use plan amendment and zoning map amendment set out in Agenda Item C.2. Taylor Henderson seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Douglas, no; Ms. Farrell, yes; Ms. Barber, yes; Mr. Henderson, yes; Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, no; Mr. Wald, no.

3. **Emergency Rulemaking: Discussion and possible action to amend the Commission's administrative rules, OAC 120:10, Appendix A, Official Zoning Map, by emergency rulemaking.**

Mr. Jones advised the commission that since the 23rd Street Armory Mixed-Use PUD has been approved, the zoning map in the administrative rules must be replaced with an amended zoning map.

Nathan Wald moved for approval. Travis Mason seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Douglas, no; Ms. Farrell, yes; Ms. Barber, yes; Mr. Henderson, yes; Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, no; Mr. Wald, yes.

4. **Permanent Rulemaking: Discussion and possible action to authorize permanent rulemaking regarding possible amendments to the Commission's administrative rules, OAC 120:10, Appendix A, Official Zoning Map.**

Travis Mason moved for approval. Anderson Dark seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Douglas, no; Ms. Farrell, yes; Ms. Barber, yes; Mr. Henderson, yes; Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, no; Mr. Wald, yes.

5. Discussion and possible action regarding D-23-24-4, request by the City of Oklahoma City for a building permit for demolition of the single family dwelling at 1500 North Stiles Avenue in Oklahoma City.

Mr. Jones presented an overview of this request and explained that the dwelling was damaged by a fire on February 15, 2022. Mr. Jones provided a timeline of key communications among the City, the State, and the owner, and the numerous meetings and actions taken regarding this property since the fire.

The City of Oklahoma City declared the dwelling to be a dilapidated structure on July 5, 2022. The dwelling is a public safety hazard, and the owner has failed to provide a plan to repair or demolish the property and to take action to follow through on that plan. Therefore, the City now requests a permit to proceed with demolition. The dwelling has been vacant for approximately 40 years, it has no utilities, and it is uninhabitable. The dwelling has been damaged by fire and graffiti, all windows and doors are boarded up, and the one-story addition on the front of the dwelling is structurally unsound with a roof in danger of collapsing.

Chris Smith, the applicant, requested that the commission approve the City's request for a demolition permit.

Phyllis Jordan, the owner, stated that she is a victim of arson and intends to renovate the dwelling. She was approved for bank financing on June 27, 2024. Copies of Ms. Jordan's financing approval letter, which were received by Staff at the start of today's meeting, were printed and handed out to the commissioners.

Jeremy Gardner stated that he has applied to the City of Oklahoma City for a demolition permit to tear down the one-story addition on the front (south) elevation of the dwelling. Mr. Gardner said that once Ms. Jordan's actual renovation loan amount is determined, he would prepare a project budget and submit floor plans and exterior elevation drawings for review and possible approval by the Historical Preservation and Landmark Board of Review. Mr. Gardner said that the renovation plans will include demolition of the front addition, construction of a new two-story addition, renovation of the interior, and replacement of all windows.

Mr. Jones advised the commission that the Citizens' Advisory Committee met on June 13, 2024, and recommended denial of the City's request for a demolition permit.

The commissioners discussed tabling the City's request to allow the owner time to secure financing, submit a plan of action for the property, and apply for renovation permits.

Tiana Douglas moved to table this request to the next meeting. Travis Mason seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Ms. Farrell, yes; Ms. Barber, yes; Mr. Henderson, yes;
Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, yes; Mr. Wald, yes.

6. Discussion and possible action regarding D-23-24-5, request by Sterling and Marilyn Mitchell for a building permit for demolition of the single family dwelling at 644 NE 30th Street in Oklahoma City.

Mr. Jones presented a summary of this request and advised that Mr. and Mrs. Mitchell, who own the subject property, are requesting a permit for demolition of the dwelling. The dwelling is currently in a state of disrepair and is structurally unsound. The dwelling is leaning toward the West and is in danger of collapsing and damaging the dwelling on the abutting property. The owners received a notice of violation from the City of Oklahoma City after a code inspector observed the exterior conditions of the dwelling on May 17, 2024. The owners promptly filed for a demolition permit with the City of Oklahoma City and were then referred to the Commission's office to obtain a permit from the Commission.

Mr. Jones reported that the Citizens' Advisory Committee met on June 13, 2024, and recommended approval of the owner's request for a demolition permit. Staff recommended approval, finding that the work complies with applicable zoning rules.

Tiana Douglas moved to approve D-23-24-5. Anderson Dark seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Ms. Farrell, yes; Ms. Barber, yes; Mr. Henderson, yes;
Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, yes; Mr. Wald, yes.

D. Miscellaneous: None.

No discussion was made on this item. No action was taken.

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

No discussion was made on this item. No action was taken.

F. Adjournment:

There being no further business, Ms. Douglas motioned to adjourn. Mr. Farrell seconded the motion. Seeing no opposition, the meeting adjourned at 9:46 a.m.