

Minutes
Capitol-Medical Center Improvement & Zoning Commission
Regular Meeting
Will Rogers Building, 3rd Floor, OMES Motivation Conference Room 303
2401 N. Lincoln Boulevard, Oklahoma City, OK 73105
October 24, 2025, 8:15 a.m.

MEMBERS PRESENT:

Monte Kaul, Chair
Anderson Dark
Tiana Douglas
Jeremiah Smith

Jonathan Arps
Paul Manzelli
Janis Powers

MEMBERS ABSENT:

Phoebe Barber

Hillary Farrell

Travis Mason

STAFF/GUESTS:

Casey Jones, AICP, OMES

Beverly Hicks, OMES

Jessica Dark, Applicant

A. Call to Order, Roll Call, and Determination of Quorum:**1. Announcement of filing of meeting notice and posting of the agenda in accordance with the Open Meeting Act.**

Commissioner Kaul introduced himself as the new Chairman of the Commission, succeeding former Chairman Nathan Wald. He serves as the OMES Director's designee and ex officio Chair, and also serves as the Interim Capital Assets Management (CAM) Administrator. Commissioner Kaul expressed that he is honored to serve as Chair and looks forward to collaborating with the members to advance the Commission's goals.

Chairman Kaul introduced the new Commission member, Jonathan Arps, who serves as the Transportation Commission Director's designee, succeeding Steven Gauthe. Commissioner Arps introduced himself and mentioned that he is a civil engineer, a graduate of Oklahoma State University, and has been with the Department of Transportation for 22 years as of this December.

Chairman Monte Kaul called the meeting to order at 8:30 AM. A roll call was conducted, and a quorum was established. Commissioner Kaul was informed that notice of the meeting had been given and that an agenda had been posted in accordance with the Open Meeting Act.

B. Minutes:**1. Approval, disapproval, and/or amendment of the minutes of the July 25, 2025 meeting:**

Janis Powers moved to approve the meeting minutes of July. Tiana Douglas seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Arps, yes; Mr. Manzelli, yes; Ms. Powers, yes;
Mr. Smith, yes; Mr. Kaul, yes.

C. Land Use and Development Applications:**1. Discussion and possible action regarding V-25-26-1 request by Anderson and Jessica Dark for a lot coverage variance to allow for construction of an in-ground swimming pool at 701 NE 20th Street in Oklahoma City:**

Commissioner Anderson Dark recused himself from discussion and consideration of this and agenda item 2 due to his role as an applicant.

Mr. Jones provided background information and historical context for both items and informed commission members that the requests involve a variance increasing the lot coverage from 32.08% to 36.6% and for a conditional use permit, which is required for swimming pools in the district. The property is in the Capitol Lincoln Terrace Historic Preservation District and is situated on a corner lot. The pool will be located on the north side of the house, in the backyard. The pool complies with all setback requirements and will not encroach on a 10-foot-wide utility easement.

Mr. Jones informed commission members that two written comments were received from homeowners in the Lincoln Terrace neighborhood within a 300-foot radius, one in favor and one opposed.

Staff recommended approval of both the variance and the conditional use permit, with the condition that the conditional use permit can be approved, provided the owner maintains a fence at least 4 feet in height with self-closing and self-latching gates around the perimeter of the pool. All work shall be consistent with the approved site plan. Any changes shall be submitted to the Commission's office shall be approved prior to making changes on site. All new impermeable surfaces shall be constructed to direct water away from surrounding structures and toward storm drains, French drains, or water harvesting containers. Water runoff shall not be directed onto an adjacent property, and all required permits shall be obtained from the City of Oklahoma City prior to the commencement of work, and all work shall comply with applicable building codes of the city.

Mr. Jones reported that the Citizens' Advisory Committee recommended approval of the variance and conditional use permit at its meeting on October 9, 2025.

Chairman Kaul opened the floor for public comment:

Jessica Dark, the applicant, introduced herself and her husband and stated that they have lived in the neighborhood for approximately 8.5 years. She noted that they have two young children and that they purchased the corner property consisting of two adjacent lots because of their love for the neighborhood. Ms. Dark explained that the lots have never contained any structures or tree vegetation. She acknowledged concerns expressed by a neighboring property owner regarding the lack of trees and stated that they intend to plant trees along the northern fence line, where permitted by the existing easement, as well as along the west property line near Lindsay Avenue or wherever allowed, in order to provide additional privacy. She emphasized that they do not intend for the swimming pool to be open or visible to neighboring properties. Ms. Dark expressed appreciation for the Citizens' Advisory Committee's recommendation for

approval, stated that they plan to reside at the property long-term, and noted that a pool would be a significant benefit for their family. She thanked the Commission for their time and consideration.

Mr. Dark added that the existing fence along the northern boundary shared with Ms. Kauger is currently six feet in height and that their plans include constructing a fence at the maximum height permitted, which would be two feet higher than the existing fence. He stated that they informed Ms. Kauger of their intent to construct an eight-foot fence and had hoped to share a common fence. He further explained that additional screening would be provided through the planting of tall, narrow trees, such as cypress, along the rear fence line to further limit visibility. Mr. Dark emphasized that the property is intended to be their family home and that they value both their neighbors' privacy and their own. He also expressed appreciation for the Citizens' Advisory Committee's recommendation for approval.

Janis Powers motioned to approve V-25-26-1 on the basis that strict application of the lot coverage limit would cause undue hardship on the property owner. Tiana Douglas seconded the motion. The following votes were recorded, and the motion passed:

Ms. Douglas, yes; Mr. Arps, yes; Mr. Manzelli, yes; Ms. Powers, yes; Mr. Smith, yes; Mr. Kaul, yes.

2. Discussion and possible action regarding CU-25-26-1, request by Anderson and Jessica Dark for a conditional use permit for construction of an in-ground swimming pool at 701 NE 20th Street in Oklahoma City:

Janis Powers motioned to approve CU-25-26-3 for the conditional use permit on the following findings: The proposed work complies with applicable zoning rules; The proposed work is compatible with the character of the neighborhood; The proposed work is expected to have no adverse impact on the neighbors, neighborhood, property values, light and air, or traffic; and with the conditions that are listed in the staff report: the maintenance and moving forth with self-closing and latching fence, all work consistent with the approval of site plan, impermeable surfaces constructed to direct water away from surround structures, etc., and obtain all necessary permits from the City of Oklahoma City. Jeremiah Smith seconded the motion. The following votes were recorded, and the motion passed:

Ms. Douglas, yes; Mr. Arps, yes; Mr. Manzelli, yes; Ms. Powers, yes; Mr. Smith, yes; Mr. Kaul, yes.

D. Miscellaneous:

1. Discussion and possible action to approve the schedule of meetings for 2026 at 8:15 AM:

Jan. 23	May 29	Sept. 25
Feb. 27	Jun. 26	Oct. 23
Mar. 27	Jul. 24	Nov. 20
Apr. 24	Aug. 28	Dec. 18

Tiana Douglas motioned to approve the 2026 meeting schedule. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Douglas, yes; Mr. Arps, yes; Mr. Manzelli, yes; Ms. Powers, yes;
Mr. Smith, yes; Mr. Kaul, yes.

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

F. Adjournment:

There being no further business, Commissioner Powers motioned to adjourn. Commissioner Smith seconded the motion. Seeing no opposition, the meeting adjourned at 8:47 AM.