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
August 28, 2026, 8:15 a.m.

MEMBERS PRESENT:

Monte Kaul, Chair	Tiana Douglas	Travis Mason
Jonathan Arps	Paul Manzelli	Janis Powers
Hillary Farrell	Jeremiah Smith	Brian Sweeney

MEMBERS ABSENT:
Anderson Dark

STAFF/GUESTS:
Casey Jones, AICP, OMES
Beverly Hicks, OMES
Karl Kramer, AAG, Commission Counsel
Andy Artus, Applicant
Ken Fitzsimmons, 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.

Chairman Monte Kaul welcomed the members and guests and introduced Commissioner Brian Sweeney, newly appointed by Governor Stitt.

Chairman Kaul called the meeting to order at 8:15 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 24, 2026 meeting:

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

Mr. Arps, yes; Ms. Douglas, yes; Ms. Farrell, abstain; Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, yes; Mr. Smith, yes; Mr. Sweeney, yes; Mr. Kaul, yes.

C. Land Use and Development Applications:

1. **Discussion and possible action regarding CU-26-27-1 and BP-26-27-1, request by Andrew Silvestri for a conditional use permit and a building permit for the construction of an in-ground swimming pool and hot tub at 708 NE 21st Street in Oklahoma City:**

Planner Casey Jones presented background information on the applicant's request for a conditional use permit and a building permit to construct an in-ground swimming pool and hot tub at 708 NE 21st Street. The Commission previously approved the garage reconstruction application, and the owner proposed to construct the pool and hot tub at the same time the garage construction begins. Mr. Jones explained that, because the property is located in a historic preservation district and is subject to the HP Standards and Guidelines, the pool could be administratively approved and did not need to be presented to the Historical Preservation and Landmark Board of Review. He stated that the pool must comply with the HP Standards and Guidelines. The project complied with the Historic Preservation Standards and Guidelines, and the Citizens' Advisory Committee recommended approval. Staff recommended approval.

Chairman Kaul asked if there were any comments from the applicant or members of the public. There were none.

Travis Mason moved to approve CU-26-27-1 and BP-26-27-1, as presented. Jonathan Arps seconded the motion. The following votes were recorded, and the motion passed:

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

2. **Discussion and possible action regarding the following requests by Ken Fitzsimmons for a project at 608 Northeast 19th Street in Oklahoma City:**
   a. **V-26-27-1, request for a variance from the Commission's administrative rules, OAC Title 120:10-3-20.e.5., to increase the maximum permitted combined total coverage of buildings from 25 percent to 30 percent of the total area of the property.**
   b. **BP-26-27-2, request for a building permit for:**
      i. **Demolition of a metal storage shed.**
      ii. **Construction of a detached cabana with a guest suite.**
      iii. **Installation of hardscape decking and walkways in the rear yard.**

Planner Casey Jones presented background information on the applicant's request for a variance from the Commission's administrative rules, OAC Title 120:10-3-20.e.5., to increase the maximum permitted combined total coverage of buildings from 25 percent to 30 percent of the total area of the property, and for a building permit for the demolition of a metal storage shed to allow for construction of a detached cabana with a guest suite, and installation of hardscape decking and walkways in the rear yard at 608 NE 19th Street.

Planner Jones introduced Ken Fitzsimmons, architect of record, and Andy Artis, property owner. He informed the Commission that they had attended the Historic Preservation and Landmark Board of Review meeting and the Citizens' Advisory Committee meeting earlier that month, and that the CAC recommended approval of the variance and building permit. The property is located on the south side of the street in the Lincoln Terrace Neighborhood, and all proposed work is in the backyard and not visible from the street. The proposed cabana is considered an accessory structure and will include a guest suite. Because the combined lot coverage of the house, pool, and cabana would exceed the 25% lot coverage limit by approximately 4.5%, the applicant was advised to apply for a variance. The Historical Preservation and Landmark Board of Review recommended approval of the project with the condition that a variance be obtained allowing lot coverage not to exceed 30%. Staff recommended approval.

Chairman Kaul asked if there were any comments from the applicant or members of the public. There were none.

Travis Mason moved to approve V-26-27-1, from the Commission's administrative rules, to increase the maximum permitted combined total coverage of buildings from 25 percent to 30 percent of the total area of the property. Tiana Douglas seconded the motion. The following votes were recorded, and the motion passed:

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

and

Hillary Farrell moved to approve BP-26-27-1, as presented. Janis Powers seconded the motion. The following votes were recorded, and the motion passed:

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

D. Miscellaneous: None.

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

F. Adjournment:

There being no further business, Janis Powers motioned to adjourn. Jonathan Arps seconded the motion. Seeing no opposition, the meeting adjourned at 8:28 AM.