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
September 25, 2026, 8:15 a.m.

MEMBERS PRESENT:

Monte Kaul, Chair	Paul Manzelli	Janis Powers
Anderson Dark	Travis Mason	
Hillary Farrell	Brian Sweeney	

MEMBERS ABSENT:
Jonathan Arps
Tiana Douglas
Jeremiah Smith

STAFF/GUESTS:
Casey Jones, AICP, OMES
Beverly Hicks, OMES
Karl Kramer, AAG, Commission Counsel
Alex Gaither, 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 called the meeting to order at 8:16 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 August 28, 2026 meeting:

Hillary Farrell moved to approve the August meeting minutes. Travis Mason seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, abstained; Ms. Farrell, yes; Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, yes; Mr. Sweeney, yes; Mr. Kaul, yes.

C. Land Use and Development Applications:

1. Discussion and possible action regarding D-26-27-2, request by Gregg Jackson, JAAC Property LLC, for a building permit for the demolition of a single family dwelling at 1500 North Stiles Avenue in Oklahoma City:

Planner Casey Jones presented the staff report and recommended approval of the demolition permit. Planner Jones described the dwelling's condition, including extensive fire and weather damage, and reviewed previous efforts to preserve the structure. The property is located in the Wilson-Harn Historic District, and the Historic Preservation Board had approved a Certificate of Appropriateness for the demolition.

Planner Jones explained that the proposed new construction was not before the Commission because of an issue with timely publication of the legal notice. The applicant was expected to return at a subsequent meeting for consideration of the proposed construction. The Citizens Advisory Committee had not reviewed the application because a quorum was not present at its meeting. No public comments had been received before the meeting.

Gregg Jackson stated that he was also working to acquire the property behind the subject property through a probate process, with the goal of addressing the condition of that property. Commissioner Janis Powers discussed the Commission's previous efforts to preserve the dwelling and stated that available options had been pursued. Commissioner Powers moved to approve the application. Commissioner Anderson Dark expressed appreciation for the applicant's willingness to improve the property and noted concerns about fires at the neighboring property.

Janis Powers moved to approve D-26-27-2, as presented. Travis Mason seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Farrell, yes; Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, yes; Mr. Sweeney, yes; Mr. Kaul, yes.

2. **Discussion and possible action regarding BP-26-27-4, request by Alex Gaither on behalf of the owners, Hunter and Emily Morris, for a building permit for exterior work at 624 Culbertson Drive in Oklahoma City:**
   a. **Construction of a detached garage with a carport.**
   b. **Construction of a new (second) concrete driveway on Culbertson Drive.**
   c. **Construction of an ornamental steel fence and driveway gate with concrete-capped brick columns.**
   d. **Construction of a cedar privacy fence.**

Planner Jones presented the staff report regarding Alex Gaither's request, on behalf of property owners Hunter and Emily Morris, for a building permit for exterior improvements at 624 Culbertson Drive in Oklahoma City. The request included construction of a detached garage with a carport, a second concrete driveway, an ornamental steel fence and driveway gate with concrete-capped brick columns, and a cedar privacy fence.

Planner Jones stated that the property and adjacent vacant lot to the west are located in the Capitol-Lincoln Terrace Historic District and are zoned single-family residential with a Historic Preservation overlay. The Historic Preservation Board had reviewed the proposal, requested revisions to the fence and driveway gate, and subsequently approved a Certificate of Appropriateness.

Planner Jones explained that the two contiguous lots would need to be consolidated into one zoning lot with a single legal description before issuance of the building permit. A City building permit would also be required. The proposed garage would be located toward the rear of the property and would include three overhead doors and an attached carport.

The applicant clarified that the proposed garage's overhead doors would be larger than those shown in the rendering, while the roof ridge line and overall height would remain the same. Planner Jones reviewed the proposed fencing and gate and stated that the materials were intended to complement the existing property. Staff recommended approval of the application, subject to the conditions listed in the staff report.

Planner Jones clarified that the garage would include a half bathroom but no apartment or dwelling. A conditional use permit would be required if the owners later proposed to occupy the garage as an apartment.

Commissioner Andy Dark asked whether any comments had been received from neighboring property owners. Planner Jones stated that no comments, either positive or negative, had been received. Planner Jones also noted that the proposal had been reviewed at two Historic Preservation Board meetings and had not been reviewed by the Citizens Advisory Committee because a quorum was not present.

Janis Powers moved to approve BP-26-27-4 in its entirety, as presented. Anderson Dark seconded the motion. The following votes were recorded, and the motion passed:

Mr. Dark, yes; Ms. Farrell, yes; Mr. Manzelli, yes; Mr. Mason, yes; Ms. Powers, 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, Commissioner Sweeney motioned to adjourn. Commissioner Powers seconded the motion. Seeing no opposition, the meeting adjourned at 8:37 AM.