

MINUTES

URBAN DESIGN COMMISSION

November 19, 2008 - 3:00 p.m.
420 W Main St, 10th Floor Conference Room

Note: These minutes are subject to Commission approval.

The meeting of the Oklahoma City Urban Design Commission was called to order in the 10th floor conference room, 420 West Main Street, Oklahoma City, Oklahoma. The meeting convened at 3:00 p.m. Notice of the meeting and agenda were filed with the City Clerk's office and posted on the Council bulletin board 24 hours prior to the meeting.

1. ROLL CALL

Members Present: Betsy Brunsteter, Chair
David T. Yost, Vice-Chair (arrived during item 6A)
Brian Fitzsimmons
Dan Martin
George McQuiston
Long V. Nguyen (arrived during item 6A)
Jeff Struble

Members Absent: Randy Quiroga-King
James M. Williams

Staff Present: John R. Calhoun, Planner II (Commission Secretary)
Susan Miller, Planner IV, Planning Department
Paula Hurst, Office Specialist II, Planning Department
Susan Randall, Assistant Municipal Counselor

2. APPROVAL OF MINUTES

APPROVED. Motion: McQuiston / Struble to approve the minutes of the October 15, 2008, Urban Design Commission meeting. Ayes: Brunsteter, Fitzsimmons, Martin, McQuiston, Struble. Nays: None. Absent: Yost, Nguyen, Quiroga-King, Williams.

6. COMMUNICATIONS

6A. (heard out of agenda order) Aubrey Hammontree will present an overview of the proposed Downtown Streetscape Master Plan. This document was created as a guide for public and private development to ensure well-planned and designed streetscapes. The document is currently being finalized, and will be presented formally at a later date to the Commission to consider for adoption as supplemental guidelines to assist in making decisions about projects. It will also be considered for adoption by the Downtown Design Review Committee and Bricktown Urban Design Committee.

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3. CONSENT DOCKET

- 3A. [UDCA-08-014](#), at **832 NW 7th St** (Midtown Cottage, Ward 6). Consideration and possible action on an application for an Urban Design Certificate of Approval by Anthony Kirksey, to (1) add porch rails; (2) change front door; (5) add deck; and (6) add eave brackets. (consent for determination that application is incomplete, and for two-month continuance)

Staff requested that the item be continued for one month instead of two.

CONTINUED. Motion: McQuiston / Yost to continue the Consent Docket item for one month. Ayes: Brunsteter, Yost, Fitzsimmons, Martin, McQuiston, Nguyen, Struble. Nays: None. Absent: Quiroga-King, Williams.

4. CASES FOR INDIVIDUAL CONSIDERATION

- 4A. [UDCA-08-023](#), at **825 NW 7th St** (Midtown Cottage, Ward 6). Consideration and possible action on an application for an Urban Design Certificate of Approval by Brian Fitzsimmons, for William R. Lovallo, to (1) remove steps, walkway, and other property features; (2) construct a new single-family residence; and (3) install fence.

Mr. Fitzsimmons recused himself as Commissioner, and appeared with Mr. Lovallo. Staff and Commissioners discussed a legal statement regarding setback requirements. Also appearing were neighbors Ms. Randy Floyd (with handouts) and Mr. Michael Smith, who raised questions about the setback of the upper floor. Neighbor Mr. Dennis Wells appeared in support of the proposal.

APPROVED in part, CONTINUED in part. Motion: McQuiston / Yost to approve item (1) of UDCA-08-023 as presented, approve item (2) with further Commission review of the concrete wall to be considered in two months, and to continue item (3) for two months. Ayes: Brunsteter, Yost, Martin, McQuiston, Nguyen, Struble. Nays: None. Absent: Quiroga-King, Williams. Abstain: Fitzsimmons.

5. OTHER BUSINESS

- 5A. Calendar for 2009: Approve.

APPROVED. Motion: Martin / Fitzsimmons to approve the 2009 Calendar. Ayes: Brunsteter, Yost, Fitzsimmons, Martin, McQuiston, Nguyen, Struble. Nays: None. Absent: Quiroga-King, Williams.

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- 5B. (added item) **BOA-13047**, at **3001 N Classen Blvd** (Asian, Ward 2). Consideration and possible non-binding comment on an application for a variance from the Board of Adjustment by Phil Nhin, to reduce the required landscape buffer.

RECOMMENDED. Motion: McQuiston / Martin to recommend BOA approval of BOA-13047, given that the dense landscape buffer that is provided together with the 20'-wide alley more than compensates for a 5' buffer. Ayes: Brunsteter, Yost, Fitzsimmons, Martin, McQuiston, Nguyen, Struble. Nays: None. Absent: Quiroga-King, Williams.

6. COMMUNICATIONS

- 6A. (heard out of order after item 2)
- 6B. Cottage District changes: Chair Brunsteter reported that she, Commissioner McQuiston, and Ms. Randy Floyd continue to work on design guidelines.
- 6C. Administrative approvals: No report.
- 6D. The next regular Commission meeting is Wednesday, December 17, 2008. New applications and information on continued projects are to be submitted to staff by 5:00 p.m., Wednesday, December 3.

7. ADJOURNMENT (4:26 p.m.)

Motion: Martin / Struble to adjourn the November 19, 2008, meeting of the Urban Design Commission. Ayes: Brunsteter, Yost, Fitzsimmons, Martin, McQuiston, Nguyen, Struble. Nays: None. Absent: Quiroga-King, Williams.

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