

MINUTES

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, June 18, 2024 at 4:00 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

1. Call to Order

2. Roll Call

Attendees Present	Arrived
Chairman Tori Raines	4:00
Commissioner John Lippert	4:00
Commissioner Larry Herzel	4:00
Commissioner Jeff Oakley	4:00
Commissioner Rusty Caston	Absent

3. Citizens Desiring to Be Heard

No one expressed a desire to be heard.

4. Minutes

a. May 21, 2024 Minutes

RESULT: TAKE NO ACTION

5. Public Hearings

a. Certificate of Approval Application - 7309 Waverly Avenue, Nichols Hills, OK

Mrs. Anh Weber, Partner with Roam Studio, presented the application (addition) to the Building Commission.

Following discussion among the Building Commission members, staff and the applicant, Chairman Raines opened the public hearing.

No one from the public expressing a desire to be heard, the public hearing was closed.

MOTION: Larry Herzel moved to approve agenda item 5a as submitted. Jeff Oakley seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Larry Herzel
SECONDER:	Jeff Oakley
AYES:	Tori Raines, John Lippert, Larry Herzel, Jeff Oakley

- b. Certificate of Approval Application - 1702 Guilford Lane, Nichols Hills, OK

Ms. Hollie Hunt, architect with Sam Gresham Architecture, presented the application (addition) to the Building Commission.

Following discussion among the Building Commission members, staff and the applicant, Chairman Raines opened the public hearing.

No one from the public expressing a desire to be heard, the public hearing was closed.

MOTION: Jeff Oakley moved to approve agenda item 5b subject to adding insulation to the exterior wall section sheet. John Lippert seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Jeff Oakley
SECONDER:	John Lippert
AYES:	Tori Raines, John Lippert, Larry Herzel, Jeff Oakley

- c. Certificate of Approval Application - 1808 Westminster Place, Nichols Hills, OK

Ms. Donna Rosentreter, Diamond R Construction & Design, presented the application (addition and facade change) to the

Building Commissioners.

Following discussion among the Building Commission members, staff and the applicant, Chairman Raines opened the public hearing.

No one from the public expressing a desire to be heard, the public hearing was closed.

MOTION: John Lippert moved to approve agenda item 5c subject to correcting the address on the application to 1808 Westminster Place, showing on the drainage plan, all guttering ties into the underground drain pipe to the street, and adding a drain box halfway down the east side. Tori Raines seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	John Lippert
SECONDER:	Tori Raines
AYES:	Tori Raines, John Lippert, Larry Herzel, Jeff Oakley

- d. Certificate of Approval Application - 1504 Camden Way, Nichols Hills, OK

Mr. Bryan Beavers, Bryan Beavers Construction, and Reagan Bradford, property owner, presented the application (new main building) to the Building Commission.

Building Commission members discussed with the applicant corrections that are needed to be made before the next meeting. Those items discussed were: 1) Removing the breezeway connecting the two accessory buildings; 2) Correcting the double setback no build vertical envelope; 3) Updating the exterior building material to an approved material for the first floor; 4) Obscuring the glass in the craft room on the second floor; and 5) Updating the drainage plan to show the present drainage of the property versus the proposed drainage for the new home.

MOTION: Larry Herzel moved to continue agenda item 5d to the next regularly scheduled meeting. John Lippert seconded the

motion.

RESULT:	(UNANIMOUS)
MOVER:	Larry Herzel
SECONDER:	John Lippert
AYES:	Tori Raines, John Lippert, Larry Herzel, Jeff Oakley

6. Items for Separate Vote

- a. Discussion, consideration, and possible action regarding garage door widths and three-car garages in the R-1-60 and R-1-75 single-family residential districts.

Vice-Chairman Herzel discussed the garage door widths and three-car garages for the R-1-60 and R-1-75 single-family residential districts with the Building Commission. The Commission agreed to continue to work on the calculations presented to tie the size of the garage to the width of the lot.

- b. Discussion, consideration, and possible action as to draft ordinance regarding landscape plan requirements for facade change applications.

Mrs. Carla Sharpe, attorney for the City, presented the proposed ordinance to the Building Commission.

MOTION: Tori Raines moved to recommend approval to the Planning Commission. Jeff Oakley seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Tori Raines
SECONDER:	Jeff Oakley
AYES:	Tori Raines, John Lippert, Larry Herzel, Jeff Oakley

- c. Discussion regarding Building Commission Application and forms.

Mrs. Carla Sharpe, attorney for the City, reviewed the application packet and updated forms with the Building Commission. The Building Commission members will review and report any changes to staff and Mrs. Sharpe.

- d. Nomination and election of Chairman of Nichols Hills Building Commission.

MOTION: John Lippert nominated Jeff Oakley as Chairman. Tori Raines seconded the nomination.

RESULT: (UNANIMOUS)
MOVER: John Lippert
SECONDER: Tori Raines
AYES: Tori Raines, John Lippert, Larry Herzel, Jeff Oakley

- e. Nomination and election of Vice-Chairman of Nichols Hills Building Commission.

MOTION: John Lippert nominated Tori Raines as interim Vice-Chairman. Larry Herzel seconded the motion.

RESULT: (UNANIMOUS)
MOVER: John Lippert
SECONDER: Larry Herzel
AYES: Tori Raines, John Lippert, Larry Herzel, Jeff Oakley

7. Adjournment

MOTION: There being no further business, Tori Raines moved to adjourn the meeting. John Lippert seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Tori Raines
SECONDER: John Lippert
AYES: Tori Raines, John Lippert, Larry Herzel, Jeff Oakley



Chairman
Building Commission
City of Nichols Hills, Oklahoma



City Manager
Building Commission
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma

