

MINUTES

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, November 19, 2024 at 4:00 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

1. Call to Order

2. Roll Call

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

3. Citizens Desiring to Be Heard

No one expressed a desire to be heard.

4. Minutes

a. October 15, 2024 Minutes

MOTION: Larry Herzel moved to approve the October 15, 2024 minutes as presented. John Lippert seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Larry Herzel
SECONDER:	John Lippert
AYES:	Tori Raines, John Lippert, Larry Herzel, Rusty Caston

the next regularly scheduled meeting. John Lippert seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Rusty Caston
SECONDER: John Lippert
AYES: Tori Raines, John Lippert, Larry Herzel, Rusty Caston

- b. Certificate of Approval Application - 1608 Norwood Place, Nichols Hills, OK.

Mr. Steve Jeryc, McGregor Homes, presented the application (addition and facade change) to the Building Commission.

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

Seeing no others expressing a desire to be heard, the public hearing was closed.

MOTION: Rusty Caston moved to approve the application subject to providing an engineer statement certifying the drainage plan, and the drain lines are made of schedule 40 PVC. John Lippert seconded the motion.

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.

Building Commission members discussed the proposed ordinance regarding garage door widths and three-car garages in the R-1-60 and R-1-75 single-family residential districts.

MOTION: John Lippert moved to recommend approving the proposed ordinance language. Larry Herzel seconded the motion.

RESULT: (UNANIMOUS)
MOVER: John Lippert

SECONDER: Larry Herzel
AYES: John Lippert, Larry Herzel, Rusty Caston

- b. Discussion, consideration, and possible action regarding criteria used to determine 50% demolition of a building.

Commissioner Herzel discussed with the Building Commission members the criteria used to determine how the 50% demolition of a building is calculated. Mrs. Carla Sharpe, attorney for the City, will research and discuss at a later date.

- c. Discussion, consideration, and possible action regarding Architectural Resources.

Mr. Shane Pate, City Manager, discussed with the Building Commission different options for building a list of Architectural Resources in the City. City staff will create a list, using the Nichols Hills history books available along with the previous list of homes that have been determined as an Architectural Resource. Staff will notate if the house has been demolished.

The list will be available for pre-meetings to review with new owners. If the Building Commission believes that a home, not on the list, warrants a study into the history of the home, the City would do a study, or contract with a company, to decide on a case by case basis, if it should be added to the Architectural Resource list. Once the list is created, the homes will be entered on the map of the City for Commissioners to access.

- d. Schedule of Regular Meetings of the Nichols Hills Building Commission 2025.

MOTION: John Lippert moved to approve agenda item 6d as presented. Rusty Caston seconded the motion.

RESULT: (UNANIMOUS)
MOVER: John Lippert
SECONDER: Rusty Caston
AYES: Tori Raines, John Lippert, Larry Herzel, Rusty Caston

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

Commission.

MOTION: Tori Raines nominated Rusty Caston as Chairman. John Lippert seconded the motion.

RESULT: (UNANIMOUS)

MOVER: Tori Raines

SECONDER: John Lippert

AYES: Tori Raines, John Lippert, Larry Herzel, Rusty Caston

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

MOTION: Larry Herzel nominated Tori Raines as Vice-Chairman. Rusty Caston seconded the motion.

RESULT: (UNANIMOUS)

MOVER: Larry Herzel

SECONDER: Rusty Caston

AYES: Tori Raines, John Lippert, Larry Herzel, Rusty Caston

7. Adjournment

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

RESULT: (UNANIMOUS)

MOVER: Tori Raines

SECONDER: Rusty Caston

AYES: Tori Raines, John Lippert, Larry Herzel, Rusty Caston



Chairman
Building Commission
City of Nichols Hills, Oklahoma



City Manager
Building Commission
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma