

AGENDA

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, November 21, 2023 at 4:00 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

If special assistance is needed for this meeting by any person wishing to attend, please contact the City Clerk's office no later than 48 hours prior to the meeting, and such assistance will be provided.

Official action may be taken by the Building Commission only on items that appear on this Agenda. The Building Commission may dispose of the business set out on this Agenda by accepting, approving, adopting, rejecting, amending, or postponing action as to each item, as determined by the Building Commission.

1. Call to Order

2. Roll Call

3. Citizens Desiring to be Heard

The purpose of this time is to allow members of the public to speak to the Building Commission on any matter that is not otherwise set for consideration on this Agenda.

4. Minutes

a. October 17, 2023 Minutes

5. Public Hearings

Consideration of adoption, approval, acceptance, rejection, amendment, and/or postponement of the following:

a. Certificate of Approval Application - 7311 Waverly Avenue, Nichols Hills, OK.

b. Certificate of Approval Application - 1104 Marlboro Lane, Nichols Hills, OK.

c. Certificate of Approval Application - 1209 Mulberry Lane, Nichols Hills, OK.

6. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 11:20 AM on the 17th day of November, 2023 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 11:30 AM on the 17th day of November, 2023; posted to the City of Nichols Hills website at <http://www.nicholshills.net> at 5:00 PM on the 17th of November, 2023; and transmitted by email at 5:00 PM on the 17th day of November, 2023 to those persons who have requested to be included on such notices pursuant to the Open Meeting Act and to those who have requested such notice.



City Clerk
City of Nichols Hills, Oklahoma

MINUTES

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, October 17, 2023 at 4:00 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

**Original agenda filed in the Office of the City Clerk at 2:52 PM on
the 13th day of October, 2023.**

1. Call to Order
2. Roll Call

Attendee Name	Title	Status	Arrived
Larry Herzel		Present	
John Lippert		Present	
Tori Raines	Chairman	Present	
Rusty Caston		Absent	
Jeff Oakley		Present	

3. Citizens Desiring to be Heard

The purpose of this time is to allow members of the public to speak to the Building Commission on any matter that is not otherwise set for consideration on this Agenda.

No one expressed a desire to be heard.

4. Minutes
 - a. September 19, 2023 Minutes

MOTION: Herzel moved to approve the September 19, 2023 minutes as presented. Oakley seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Larry Herzel
SECONDER:	Jeff Oakley
AYES:	Herzel, Lippert, Raines, Oakley
ABSENT:	Caston

5. Public Hearings

Attachment: October 17 2023 Minutes (6947 : 3 October 17, 2023 Minutes)

Consideration of adoption, approval, acceptance, rejection, amendment, and/or postponement of the following:

- a. Certificate of Approval Application - 1506 Bedford Drive, Nichols Hills, OK.

Mr. Claude Rappaport, homeowner, presented the application to the Building Commission. Ms. Alisa Weatherman, architect, verified that the easement was not included in the property calculations. Mr. Toby Coats, High Definition Lawn and Landscape, explained the piping in the drainage system with the Building Commission.

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

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

MOTION: Lippert moved to approve the application subject to the following: 1) amending the drainage plan to show no drainpipe connections to the north downspouts because stormwater discharge will naturally flow to Bedford; 2) amending the drainage plan to show eight-inch PVC pipe; 3) amending the drainage plan such that all backyard downspouts will be connected to the underground piping network; and 4) amending the floor plan to show no window in the master closet to agree with the north elevation plan. Oakley seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John Lippert
SECONDER:	Jeff Oakley
AYES:	Herzel, Lippert, Raines, Oakley
ABSENT:	Caston

- b. Certificate of Approval Application - 6408 Briarwood Lane, Nichols Hills, OK.

Mr. John Ford, homeowner, presented the application to the Building Commission.

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

Mr. Patrick Wetwiska stated that he is not opposed to the proposed structure but is concerned with the addition of the pool and patio, which will cause the loss of privacy and drainage of the property. Mr. Wetwiska would like to see an eight-foot fence on the property to help with the privacy.

Chairman Raines read a letter from Mr. and Mrs. Tom Kilpatrick stating their concerns of the property pertaining to size, height, quality of materials, workmanship, privacy, and drainage of the property.

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

MOTION: Herzel moved to approve subject to the following: 1) amending the landscape plan to show tighter spacing of evergreens on the east fence, remove the sod as part of the calculation of points showing plants that will meet the 300 point minimum; 2) making the tap to the storm sewer drain early in the project; 3) correcting the north arrows and names of the elevations on the plans before applying for the building permit; 4) correcting the site plan to agree with the landscape plan to show the pool; 5) plan C1.0 show the power and gas to the future pool equipment location, making sure to include a four-inch sanitary sewer riser for the backwash and drain-down functions at the equipment location, checking for fall to flow-lines of the house sanitary sewer flow lines; 6) restricting the backyard slab not being poured until the new inlet and associated stormwater and erosion control measures are

properly installed and approved by the proper authorities; and 7) plan C1.0 not removing numbers ten and thirteen of the “General Notes” and numbers one, eleven, thirteen and fourteen of the “Grading Plan Notes.” Lippert seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Larry Herzel
SECONDER:	John Lippert
AYES:	Herzel, Lippert, Raines, Oakley
ABSENT:	Caston

- c. Certificate of Approval Application - 1812 Dorchester Place, Nichols Hills, OK.

Mr. Joseph Hogsett, owner of the property, presented the application to the Building Commission. Mr. Josh Hogsett, architect, discussed the plans with Building Commission members.

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

Mr. Hugh Rice spoke in favor of the application.

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

MOTION: Lippert moved to approve subject to the following: 1) amending plan A101C to describe and identify materials used, and also amending details 2 and 3 to make the intended materials more easily identifiable; 2) adding notes to the Site Plan stating “All roof areas on the west, south and east shall have properly sized gutter installed. All downspouts tied to the gutters on these faces shall be tied to the six-inch PVC drain line. Also, downspouts on the north face need not be tied to the underground drain system.”; 3) removing the red ink showing

the roof water draining to the street on plan LS101 to avoid confusion; 4) amending the landscape plan, removing the points for sod, and increasing the plants to obtain the 300 minimum points for the front yard; and 5) stamping the plans with the architect stamp. Oakley seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John Lippert
SECONDER:	Jeff Oakley
AYES:	Herzel, Lippert, Raines, Oakley
ABSENT:	Caston

- d. Certificate of Approval Application - 6913 NW Grand Boulevard, Nichols Hills, OK.

Mr. Shane Murray, architect, presented the application to the Building Commission. Mr. Jerry Rogers, owner, discussed the drainage of the proposed home and the property. Mr. Rogers also discussed the color of the stucco and stone of the proposed home.

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

Mrs. Melissa Scaramucci spoke in favor of the application.

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

MOTION: Herzel moved to approve subject to the following: 1) providing samples of the proposed exterior materials, stone, stucco, and colors; 2) revising the north elevation showing the window placement and the changing of the elevation showing the operable windows in the bedrooms; 3) providing a survey

for the plans; 4) revising the landscape plan separating the front and back yard calculations; 5) correcting the notes eleven and twelve on C2.0 to describe the drainage of the property; 6) providing a drainage plan that shows the final grade-elevations and detail of drainage structures necessary to accommodate the proposed storm runoff in the existing inlets, flumes and weir openings shown; and 7) revising plan C2 to show properly sized underground drain system that ties from roof-drain outlets to storm inlets. Lippert seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Larry Herzel
SECONDER:	John Lippert
AYES:	Herzel, Lippert, Raines, Oakley
ABSENT:	Caston

- e. Certificate of Approval Application - 6717 Avondale Drive, Nichols Hills, OK.

Mr. Sam Gresham, Sam Gresham Architecture, presented the application to the Building Commission.

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

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

MOTION: Oakley moved to approve subject to revising the landscaping plan to show PVC pipe instead of ADS pipe and removing the sod from the landscaping points. Herzel seconded the motion.

Attachment: October 17 2023 Minutes (6947 : 3 October 17, 2023 Minutes)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Oakley
SECONDER:	Larry Herzel
AYES:	Herzel, Lippert, Raines, Oakley
ABSENT:	Caston

- f. Certificate of Approval Application - 1509 Guilford Lane, Nichols Hills, OK.

Mr. Sam Gresham, Sam Gresham Architecture, presented the application to the Building Commission.

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

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

MOTION: Herzel moved to approve subject to the following: 1) revising the landscaping plan calculation to obtain the minimum points needed; 2) revising the plan to show the power and gas for the pool equipment location, making sure to include a four-inch sanitary sewer riser for the backwash and drain-down functions at the equipment; 3) stipulating that the ten- and fifteen-inch ADS pipe to the street on the C1.0 sheet is to be a smooth-wall interior; 4) modifying the D1.0 downspout note to require that only eave areas on the rear and sides of the house have properly sized gutter installed; and 5) showing all downspouts tied to the gutters on these faces shall be tied to the specified drain line. Downspouts and non-guttered eaves on the front face do not need to be tied to the underground drain system. Lippert seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Larry Herzel
SECONDER:	John Lippert
AYES:	Herzel, Lippert, Raines, Oakley
ABSENT:	Caston

6. Items for Separate Vote

Consideration of adoption, approval, acceptance, rejection, amendment, and/or postponement of the following:

- a. Schedule of Regular Meetings of the Nichols Hills Building Commission 2024.

MOTION: Lippert moved to approve agenda item 6a as presented. Oakley seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John Lippert
SECONDER:	Jeff Oakley
AYES:	Herzel, Lippert, Raines, Oakley
ABSENT:	Caston

- b. The Nichols Hills Building Commission Building Demolition, Design, and Construction Guidelines.

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

MOTION: Raines moved to recommend approval to the Planning Commission. Herzel seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tori Raines, Chairman
SECONDER:	Larry Herzel
AYES:	Herzel, Lippert, Raines, Oakley
ABSENT:	Caston

7. Adjournment

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John Lippert
SECONDER:	Jeff Oakley
AYES:	Herzel, Lippert, Raines, Oakley
ABSENT:	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

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See City Clerk's office.