

MINUTES

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, April 21, 2026 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 Jeff Oakley	4:00
Chairman Rusty Caston	4:14
Commissioner Bruce Bockus	4:00
Commissioner John Lippert	Absent

3. Citizens Desiring to Be Heard

No one expressed a desire to be heard.

4. Minutes

- a. March 25, 2026 Minutes

MOTION: Jeff Oakley moved to approve the March 25, 2026 minutes as presented. Tori Raines seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Jeff Oakley
SECONDER: Tori Raines
AYES: Tori Raines, Jeff Oakley, Bruce Bockus

5. Public Hearings

a. Certificate of Approval Application - 1708 Elmhurst Avenue

Mr. Andrew Thomas, architect with Andrew C. Thomas Architect, presented the application (addition to main building) to the Building Commission.

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

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

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

RESULT:	(UNANIMOUS)
MOVER:	Tori Raines
SECONDER:	Jeff Oakley
AYES:	Tori Raines, Jeff Oakley, Rusty Caston, Bruce Bockus

6. Items for Separate Vote

a. Discussion regarding Floor Area Ratio (FAR) and Building Lot Coverage (BLC) calculations.

City Manager Shane Pate, Mrs. Carla Sharpe, and Mrs. Laura McDevitt, attorneys for the City, discussed with the Building

Commission members the current processes in calculating the Floor Area Ratio and Building Lot Coverage. The Building Commission stated that the current calculations on a case-by-case basis are the best way to maintain the green spaces around the homes in Nichols Hills.

- b. An Ordinance amending the Nichols Hills City Code regarding Attics and Floor Area Ratio; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

City Manager Shane Pate, Mrs. Carla Sharpe, and Mrs. Laura McDevitt, attorneys for the City, presented the proposed ordinance to the Building Commission.

MOTION: Tory Raines moved to recommend approval to the Planning Commission amending the proposed ordinance to read, "Attic means the space in a building that is directly below the roof structure; that is unfinished, uninhabitable, and not air conditioned; and of which at least fifty percent (50%) has a plate height of forty-eight (48) inches or less above the floor structure of the perimeter of the attic. Attics meeting this definition are not included in Floor Area calculations." Rusty Caston seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Tori Raines
SECONDER:	Rusty Caston
AYES:	Tori Raines, Jeff Oakley, Rusty Caston, Bruce Bockus

7. Adjournment

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

RESULT:	(UNANIMOUS)
MOVER:	Tori Raines

SECONDER: Jeff Oakley
AYES: Tori Raines, Jeff Oakley, Rusty Caston, Bruce Bockus



Chairman
Building Commission
City of Nichols Hills, Oklahoma



City Manager
Building Commission
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma