

1. Agenda

Documents:

[2022-03-15 BUILDING COMMISSION - PUBLIC AGENDA-1706.PDF](#)

2. Meeting Materials

Documents:

[2022-03-15 BUILDING COMMISSION - FULL AGENDA-1706.PDF](#)

AGENDA

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, March 15, 2022 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. February 15, 2022 Minutes

5. Public Hearings

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

a. Certificate of Approval Application - 1809 W Wilshire Boulevard, Nichols Hills, OK.

b. Certificate of Approval Application - 1704 Guilford Lane, Nichols Hills, OK.

6. Items for Separate Vote

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

- a. "No-build vertical envelope" requirements for residential zoning districts.
- b. Application packet requirements when submitting an application to staff for review.

7. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 1:37 PM on the 11th day of March, 2022 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 1:45 PM on the 11th day of March, 2022; posted to the City of Nichols Hills website at <http://www.nicholshills.net> at 5:00 PM on the 11th of March, 2022; and transmitted by email at 5:00 PM on the 11th day of March, 2022 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

AGENDA

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, March 15, 2022 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. February 15, 2022 Minutes

5. Public Hearings

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

a. Certificate of Approval Application - 1809 W Wilshire Boulevard, Nichols Hills, OK.

b. Certificate of Approval Application - 1704 Guilford Lane, Nichols Hills, OK.

6. Items for Separate Vote

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

- a. "No-build vertical envelope" requirements for residential zoning districts.
- b. Application packet requirements when submitting an application to staff for review.

7. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 1:37 PM on the 11th day of March, 2022 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 1:45 PM on the 11th day of March, 2022; posted to the City of Nichols Hills website at <http://www.nicholshills.net> at 5:00 PM on the 11th of March, 2022; and transmitted by email at 5:00 PM on the 11th day of March, 2022 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, February 15, 2022 at 4:00 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

**Original agenda filed in the Office of the City Clerk at 3:12 PM on
the 11th day of February, 2022.**

1. Call to Order
2. Roll Call

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

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. January 18, 2022 Minutes

MOTION: Herzel moved to approve the January 18, 2022 minutes as presented. Caston seconded the motion.

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

5. Public Hearings

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

- a. Certificate of Approval Application - 1601 Randel Road, Nichols Hills, OK.

Mr. Sam Gresham, architect with Sam Gresham Architecture, presented the application to the Building Commission. Mr. Robert Smith and Ms. Crystal Smith, owners of the property, also answered questions from the Building Commission members. Ms. Smith stated she will be updating and resubmitting the landscape plan.

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

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

MOTION: Lippert moved to approve subject to reducing the front entry height of the flat roof by 18 inches, having a structural engineer provide certification that the structure is sound and up to code, and updating landscape plan. Caston seconded the motion.

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

- b. Certificate of Approval Application - 1401 Sherwood Lane, Nichols Hills, OK.

Mr. Brad Thomas, with Attic Conversions and J. Howell Construction presented the application to the Building Commission.

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

Mr. Jim Jones spoke of his concerns of privacy from the second-floor window in the addition and the elevation height of the home.

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

MOTION: Caston moved to approve subject to the second-floor window have obscure glass. Herzel seconded the motion.

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

- c. Certificate of Approval Application - 1809 W Wilshire Boulevard, Nichols Hills, OK.

Mr. Jeff Blake, with Gumerson Blake Design Build, presented the application to the Building Commission members.

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

Ms. Nellie Gebrail, owner of the property, answered questions from the Building Commission members.

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

MOTION: Lippert moved to continue the application to allow the Commissioners time to review the privacy concerns. Caston seconded the motion.

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

6. Items for Separate Vote

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

- a. "No-build vertical envelope" requirements for residential zoning districts.

Commissioner Larry Herzel presented the proposed "No-build vertical envelope" requirements for residential zoning districts. Following discussion among Building Commission members and staff, the Building Commission members directed staff to create an ordinance for the R-160 and R-175 lots with the proposed "No-build vertical envelope" requirements to be presented at the next meeting.

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

No action taken.

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

No action taken.

7. Adjournment

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

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

See City Clerk's office.

See City Clerk's office.