

MINUTES

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

3. Citizens Desiring to Be Heard

No one expressed a desire to be heard.

4. Minutes

- a. May 19, 2026 Minutes

MOTION: John Lippert moved to approve the May 19, 2026 minutes as presented. Tori Raines seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	John Lippert
SECONDER:	Tori Raines
AYES:	Tori Raines, John Lippert, Jeff Oakley, Rusty Caston

5. Public Hearings

- a. Certificate of Approval Application — 1701 Randel Road, Nichols Hills, Oklahoma

Mr. Randy Sudderth, Sudderth Designs, presented the revised application (addition to main building and a facade change) to the Building Commission.

Following discussion among the Building Commission members, staff and the applicant, Chairman Caston 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, John Lippert, Jeff Oakley, Rusty Caston

- b. Certificate of Approval Application — 1324 Sherwood Lane, Nichols Hills, Oklahoma

Mr. Joe Dodrill, We3 Dwellings LLC, presented the application (addition to main building and a facade change) to the Building Commission.

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

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

MOTION: John Lippert moved to approve subject to all drain pipes being made of schedule 40 PVC, and all eaves will have gutters and downspouts that are tied to the underground drainage system. Tori Raines seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	John Lippert
SECONDER:	Tori Raines
AYES:	Tori Raines, John Lippert, Jeff Oakley, Rusty Caston

- c. Certificate of Approval Application — 1811 Guilford Lane, Nichols Hills, Oklahoma

Mr. Westin Dinnes, Dinnes Studio, representing Dream Construction, presented the application (new main building) to the Building Commission.

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

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

MOTION: Rusty Caston moved to continue to the next meeting when all five commissioners are present. Tori Raines seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Rusty Caston
SECONDER:	Tori Raines
AYES:	Tori Raines, John Lippert, Jeff Oakley, Rusty Caston

- d. Certificate of Approval Application — 1112 Wilshire Boulevard, Nichols Hills, Oklahoma

Mr. Derek Swann, Rose Hill Builders, presented the application (addition to main building) to the Building Commission.

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

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

MOTION: Jeff Oakley moved to approve subject to adjusting the landscape plan and calculation sheet showing the removal of the significant tree on the east and adding plants to bring the points up to the necessary number. Rusty Caston seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Jeff Oakley
SECONDER:	Rusty Caston
AYES:	Tori Raines, John Lippert, Jeff Oakley, Rusty Caston

6. Items for Separate Vote

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

Mrs. Carla Sharpe, attorney for the City, presented the proposed updated Building Commission Building Demolition, Design, and Construction Guidelines.

MOTION: Rusty Caston moved to recommend approval to the Planning Commission. Tori Raines seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Rusty Caston

SECONDER: Tori Raines
AYES: Tori Raines, John Lippert, Jeff Oakley, Rusty Caston

- b. An Ordinance amending Chapter 50 of the Nichols Hills City Code creating the Westminster Overlay District and regulations applicable to the Westminster Overlay District; amending Section 50-26 of the Nichols Hills City Code and the Official Zoning District Map concerning such district; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

City Manager Shane Pate presented the background and proposed ordinance of the Westminster Overly District to the Building Commission.

Mr. Mark Zitzow, Johnson & Associates, Inc., presented the proposed land use plan for the 1700 and 1800 Blocks of Westminster Place.

The Building Commission members and staff discussed the proposed plan, but took no action. Inquiry was made whether the district would be subject to the City's Landscape Plan requirements.

- c. Discussion, consideration, and possible action regarding timing and placement of construction fences and erosion control measures.

Commissioner John Lippert discussed with the Building Commission members concerns about the timing and placement of construction fences and erosion control measures. Mrs. Carla Sharpe, attorney for the City, will research and draft a memo to further discuss at the next meeting.

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

MOTION: Rusty Caston moved to continue to the next regularly scheduled meeting. John Lippert seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Rusty Caston
SECONDER: John Lippert
AYES: Tori Raines, John Lippert, Jeff Oakley, Rusty Caston

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

MOTION: Rusty Caston moved to continue to the next regularly scheduled meeting. John Lippert seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Rusty Caston
SECONDER: John Lippert
AYES: Tori Raines, John Lippert, Jeff Oakley, Rusty Caston

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, Jeff Oakley, Rusty Caston



Chairman
Building Commission
City of Nichols Hills, Oklahoma



City Manager
Building Commission
City of Nichols Hills, Oklahoma

Amanda Copeland

City Clerk
City of Nichols Hills, Oklahoma