

MINUTES

Regular Meeting of the
Nichols Hills Planning Commission
Tuesday, August 4, 2026 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

1. Call to Order
2. Roll Call

Attendees Present	Arrived
Chairman John McCaleb	5:30
Vice-Chairman Barbara Gilbert	5:30
Commissioner Tim Cheek	5:30
Commissioner Doug Franklin	5:30
Commissioner Mike Biddinger	5:30
Commissioner Ron Byrne	5:30

3. Citizens Desiring to Be Heard

No one expressed a desire to be heard.

4. Minutes

- a. June 2, 2026 Minutes

MOTION: Doug Franklin moved to approve the June 2, 2026 minutes as presented. Mike Biddinger seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Doug Franklin
SECONDER:	Mike Biddinger
AYES:	Barbara Gilbert, Tim Cheek, Doug Franklin, Mike Biddinger, Ron Byrne
ABSTAIN:	John McCaleb

5. Public Hearings

- a. **PUBLIC HEARING:** An application and ordinance amending Section 50-26 of the Nichols Hills City Code and the Official Zoning District Map concerning the land within the Amended and Restated "PUD" Planned Unit Development for 1203 Sherwood Lane proposed by the Strand on Sherwood, LLC, and adopting and approving such Planned Unit Development; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

Mr. Mark Zitzow, Johnson & Associates, Inc., presented the proposed amendments to the design plan for the Strand on Sherwood, LLC. Those changes pertain to landscaping, architecture, and lighting. Mr. Nolan Coyle, developer of the Sanctuary, spoke on the amendments to the width of the sidewalks, changing from eight feet down to five feet, due to manholes and sewer lines. Mr. Coyle stated that the change in boundary fencing materials on the east, from brick and masonry to steel posts, was because they were unable to make the footings for the columns due to a sewer line.

Following discussion among the Planning Commission members, staff and the applicant, Chairman McCaleb opened the public hearing.

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

MOTION: Barbara Gilbert moved to recommend approval of the PUD Master Design Statement to the City Council with the following corrections: 1) Sec.50-63.e.7 should read A. "The R-1-60 zoning district regulations require that the Building Lot Coverage (BLC) cover no more than 65% of the Site Buildable Area and that the Floor Area Ratio (FAR) not exceed 0.7x Site Buildable Area within the setback lines established within the district regulations." 2) Section 8.1 should read: "Pools less than 120 square feet in size may be located on the lot without restriction, except that they must

be located behind the front face of the residence." 3) Section 9.12 should read "This PUD amends the double step-back No Build Envelope regulations as outlined in the R-1-60, Single-Family Residential district regulations from 12' height to allowing 12' plate height plus roof structure." and 4) Section 9.14.5 Should not be italicized. Tim Cheek seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Barbara Gilbert
SECONDER:	Tim Cheek
AYES:	John McCaleb, Barbara Gilbert, Tim Cheek, Doug Franklin, Mike Biddinger, Ron Byrne

- b. PUBLIC HEARING: An Ordinance for the purpose of closing to the public use a portion of the public right of way identified on the Final Plat of Business Section of Nichols Hills, Oklahoma County, Oklahoma, recorded March 21, 1931, as the Strand, and declaring an emergency.

Ms. Leilah Naifeh West, Attorney with Box Law Group, spoke to the Planning Commission on behalf of the Strand on Sherwood, LLC., concerning the closing of the public use portion of the public right of way identified in the Final Plat of Business Section of Nichols Hills, Oklahoma County, Oklahoma, recorded March 21, 1931, as the Strand.

Following discussion among the Planning Commission members, staff and the applicant, Chairman McCaleb opened the public hearing.

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

MOTION: Mike Biddinger moved to recommend the City Council approve agenda item 5b as presented. Doug Franklin seconded the motion.

RESULT:	(UNANIMOUS)
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MOVER:	Mike Biddinger
SECONDER:	Doug Franklin
AYES:	John McCaleb, Barbara Gilbert, Tim Cheek, Doug Franklin, Mike Biddinger, Ron Byrne

- c. **PUBLIC HEARING:** 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.

Mr. Mark Zitzow, Johnson & Associates, presented the proposed ordinance to the Planning Commission.

Following discussion among Planning Commission members and staff, Chairman McCaleb opened the public hearing.

Ms. Jolene Holloman asked for clarification on the style of homes that would be permitted in the Westminster Overlay District. Ms. Holloman also asked for more information on the differences in building requirements on the north and south sides of Westminster.

Mr. Matthew Renz stated that the large home on Westchester in The Village is an example of the differences in the two cities' building codes and what is allowed on each lot. Mr. Renz stated he is not opposed to the proposal and thought it would encourage better renters in the area.

Mr. Michael Morgan spoke against the proposed Westminster Overlay District.

Ms. Kelly Gentry spoke against the combining of lots, two-story homes, tearing down existing homes, compact building to lot layout, and reducing the delay in review or proposed demolition

and building design and construction. Ms. Gentry likes the idea of starter homes on Westminster.

Mr. Shane Denney spoke of his concerns of the proposed Overlay District changing property taxes on Westchester. Mr. Denney spoke of his concerns that the residents that live in the current properties would not be able to afford the proposed homes.

Mr. Chris Lower spoke to the Commission about the possibility of encouraging owner occupy rather than rentals.

Mr. Bob Guthery spoke of his concerns of the residents that own their homes on Westminster and wanting to stay in those homes.

Ms. Kristen Lovelace stated that the crime on Westminster should be handled instead of the proposed Overlay District. Ms. Lovelace spoke against giving the City Manager approval authority of projects in the proposed district.

Mr. Caden McCollom spoke in favor of improving the area.

Ms. Deborah Thompson spoke about the ability to improve her current property with less stringent codes that would be beneficial for her.

Mr. Soddee Knight spoke to the Commission on strengthening the rules for renters and landlords to help maintain their properties.

Ms. Cheryl Blair stated that the City needs to encourage the property owners of rentals to maintain the property better.

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

Mr. Zitzow will review the items discussed with City staff and bring back to the next meeting.

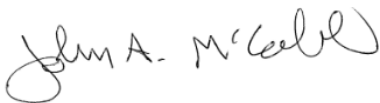
MOTION: Tim Cheek moved to continue to the next regularly scheduled meeting. Doug Franklin seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Tim Cheek
SECONDER: Doug Franklin
AYES: John McCaleb, Barbara Gilbert, Tim Cheek,
Doug Franklin, Mike Biddinger, Ron Byrne

6. Adjournment

MOTION: There being no further business, Tim Cheek moved to adjourn the meeting. Ron Byrne seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Tim Cheek
SECONDER: Ron Byrne
AYES: John McCaleb, Barbara Gilbert, Tim Cheek, Doug Franklin, Mike Biddinger, Ron Byrne



Chairman
Planning Commission
City of Nichols Hills, Oklahoma



City Manager
Planning Commission
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma