

1. Agenda

Documents:

[2022-08-16 BUILDING COMMISSION - PUBLIC AGENDA-1739.PDF](#)

2. Meeting Materials

Documents:

[2022-08-16 BUILDING COMMISSION - FULL AGENDA-1739.PDF](#)

AGENDA

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, August 16, 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. July 19, 2022 Minutes
5. Public Hearings

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

- a. Certificate of Approval Application - 7005 Trenton Road, Nichols Hills, OK.
- b. Certificate of Approval Application - 1711 Elmhurst Avenue, Nichols Hills, OK.
- c. Certificate of Approval Application - 1120 Larchmont Lane, Nichols Hills, OK.

- d. Certificate of Approval Application - 1117 Glenwood Avenue, Nichols Hills, OK.

6. Items for Separate Vote

- a. "No-build vertical envelope" requirements for residential zoning districts: update regarding Planning Commission directives.
- b. Landscape requirements for Certificate of Approvals.
- c. Possible process changes regarding when previously-approved Certificates of Approval should be submitted for additional review.
- d. Possible process changes as to when architectural renderings should be required in the review process.

7. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 10:11 AM on the 12th day of August, 2022 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 10:30 AM on the 12th day of August, 2022; posted to the City of Nichols Hills website at <http://www.nicholshills.net> at 5:00 PM on the 12th of August, 2022; and transmitted by email at 5:00 PM on the 12th day of August, 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

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City Clerk
City of Nichols Hills, Oklahoma

MINUTES

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, July 19, 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 2:54 PM on the 14th day of July, 2022.

1. Call to Order
2. Roll Call

Attendee Name	Title	Status	Arrived
Larry Herzel	Chairman	Present	
John Lippert		Present	
Tori Raines		Absent	
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. June 21, 2022 Minutes

MOTION: Oakley moved to approve the June 21, 2022 minutes as presented. Lippert seconded the motion.

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

5. Public Hearings

Attachment: July 19 2022 Minutes (5990 : 3 July 19, 2022 Minutes)

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

- a. Certificate of Approval Application - 1811 Drakestone Avenue, Nichols Hills, OK.

Ms. Donna Rosentreter, General Contractor, presented the application to the Building Commission.

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

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

MOTION: Lippert moved to approve agenda item 5a subject to: 1) Prior to framing, provide a civil engineer report showing the calculation confirming the size of the underground drain pipes; 2) That all roof area to the north drains back to the street to the front of the house; and 3) Re-grading the back of the house to accommodate the drainage. If grading does not resolve the drainage, supply an engineer's report showing the calculations and placement of sump pumps and backup power for those pumps. Oakley seconded the motion.

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

- b. Certificate of Approval Application - 1607 Drury Lane, Nichols Hills, OK.

Ms. Hollie Hunt, architect with Sam Gresham Architecture, presented the application to the Building Commission. Mr. Kent Hoffman, General Contractor on the project, also answered questions from the Building Commission concerning the drainage.

Following discussion among the Building Commission members, staff, and the applicant, Chairman Herzel 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: 1) A new landscape plan showing the calculations, including identifying existing trees used in the calculation; 2) Calculations showing the size, elevation, and location of the sump pump; 3) The plan for the grading around the deck in the backyard; and 4) Confirmation of the elevation of the finished floor. Oakley seconded the motion.

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

- c. Certificate of Approval Application - 6500 Trenton Road, Nichols Hills, OK.

Mr. Jim Green, Jim Greene Custom Homes, presented the application to the Building Commission.

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

Ms. Katie Lampkin spoke of her concerns of drainage of the property.

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

MOTION: Oakley moved to approve subject to: 1) Providing a drainage plan confirming the site drainage will stay away from the

property to the east and drain to the street. If not, show the downspouts piped to the street; 2) Revised plans should indicate a firm finished floor elevation; 3) Centroid elevation re-calculated based on the ordinance; and 4) Lowering the plate height at the stair element by six feet to approximately fourteen feet. Lippert seconded the motion.

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

6. Items for Separate Vote

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

- a. Landscaping plan and calculation requirements for building remodel or additions.

Building Commissioners and staff discussed the landscaping plan and calculation requirements for building remodels or additions. Ms. Carla Sharpe, attorney for the City, will meet with Commissioner Oakley to draft a proposed landscaping ordinance and revisions to the Building Commission guidelines to present at a meeting in the future.

- b. Review the 2018 ICC Family of Building Codes and the 2020 National Electrical Code.

Chairman Herzel spoke to the Commission concerning the adoption of the 2018 ICC Family of Building Codes and the 2020 National Electrical Code. Commissioners will begin reviewing the new codes to see which codes are more restrictive, and which codes may need to have restrictions enhanced further.

7. Adjournment

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

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.

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