

1. Agenda

Documents:

[2022-10-18 BUILDING COMMISSION - PUBLIC AGENDA-1755.PDF](#)

2. Meeting Materials

Documents:

[2022-10-18 BUILDING COMMISSION - FULL AGENDA-1755.PDF](#)

AGENDA

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, October 18, 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. September 20, 2022 Minutes

5. Public Hearings

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

a. Certificate of Approval Application - 2403 NW Grand Boulevard, Nichols Hills, OK.

b. Certificate of Approval Application - 7212 Waverly Avenue, Nichols Hills, OK.

6. Items for Separate Vote

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

- a. Schedule of Regular Meetings of the Nichols Hills Building Commission 2023.
- b. "No-build vertical envelope" requirements for residential zoning districts.
- c. Mandatory pre-meeting conference for Building Commission applications.
- d. Letters of no objection from neighbors included in Building Commission applications.
- e. Review of International Building Codes and related Building Codes.

7. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 4:57 PM on the 13th day of October, 2022 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 5:00 PM on the 13th day of October, 2022; posted to the City of Nichols Hills website at <http://www.nicholshills.net> at 5:00 PM on the 13th of October, 2022; and transmitted by email at 5:00 PM on the 13th day of October, 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, October 18, 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. September 20, 2022 Minutes

5. Public Hearings

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

a. Certificate of Approval Application - 2403 NW Grand Boulevard, Nichols Hills, OK.

b. Certificate of Approval Application - 7212 Waverly Avenue, Nichols Hills, OK.

6. Items for Separate Vote

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

- a. Schedule of Regular Meetings of the Nichols Hills Building Commission 2023.
- b. "No-build vertical envelope" requirements for residential zoning districts.
- c. Mandatory pre-meeting conference for Building Commission applications.
- d. Letters of no objection from neighbors included in Building Commission applications.
- e. Review of International Building Codes and related Building Codes.

7. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 4:57 PM on the 13th day of October, 2022 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 5:00 PM on the 13th day of October, 2022; posted to the City of Nichols Hills website at <http://www.nicholshills.net> at 5:00 PM on the 13th of October, 2022; and transmitted by email at 5:00 PM on the 13th day of October, 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, September 20, 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 2:25 PM on
the 16th day of September, 2022.**

1. Call to Order
2. Roll Call

Attendee Name	Title	Status	Arrived
Larry Herzel	Chairman	Present	
John Lippert		Present	
Tori Raines		Present	
Rusty Caston		Present	
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. August 16, 2022 Minutes

MOTION: Lippert moved to approve the August 16, 2022 minutes as presented. Oakley seconded the motion.

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

5. Public Hearings

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

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

Mr. Brad Thomas with Attic Conversions presented the application to the Building Commission.

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

Ms. Amy Cottrell spoke of her concerns of making exceptions to the requirement of obscured glass for second story windows.

Mrs. Sue Hanna spoke against the application.

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

MOTION: Raines moved to deny the application. Caston seconded the motion.

RESULT:	DENIED [UNANIMOUS]
MOVER:	Tori Raines
SECONDER:	Rusty Caston
AYES:	Herzel, Lippert, Raines, Caston, Oakley

- b. Certificate of Approval Application - 1717 Coventry Lane, Nichols Hills, OK.

Mr. Jimmy Motiei, builder with Majestic Construction, LLC, presented the application to the Building Commission.

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

Dr. Gerry Holland asked for a clarification of a plat. Ms. Holland also requested confirmation of the distance between her home

and the proposed home.

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

MOTION: Oakley moved to approve subject to recalculating the height of the home to a maximum of 31 feet above the centroid, and to remedy the flow of the water to the street and not the neighbors to the north. Lippert seconded the motion.

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

- c. Designation of "Architectural Resource", as the term is defined in Section 50-342 of the Nichols Hills City Code.

Commissioner Tori Raines presented the Architectural Resources plan and reviewed the criteria for those homes.

Mrs. Carla Sharpe, attorney for the City, reviewed the process of selecting homes to be considered an Architectural Resource and what that means to the property owners with the Building Commission members, staff, and residents attending the meeting.

City Manager Shane Pate reviewed possible incentives that the homeowners of Architectural Resources property could be further researched by the City.

Mr. Ford Austin, represented the Anderson Family which owns the home at 1606 Drury Lane, spoke of their concerns of the Architectural Resource home and that they will abstain from the program at this time.

Mrs. Carleen Burger, 7316 Nichols Road, commended the City for their forward thinking of the Architectural Resources plan.

Mr. Brian King, 1125 Bedford Drive, spoke on behalf of his cousins Bart, Oleena, children, Onjo, Leo, Paul and Jeanine Varner their concerns of the plan and the restrictions that would be placed on their home.

Mr. Bill Liedtke, 1502 Camden Way, stated he was gently favorable to the process.

Mr. Steve Katigan, 1609 Drury Lane, spoke in favor of the plan. His only concern was resale of the property if it is designated an Architectural Resource.

Mr. Henry Hood, 1504 Huntington, stated his concerns of the list of homes and that once the list is created, that should be the end of the list. Mr. Hood encouraged the City to create tax incentives for the homes on the Architectural Resource list due to the added expenses of these historic homes.

Mr. Trip Shawver, 1606 West Wilshire Boulevard, spoke of his concerns of being on the Architectural Resource list and the lack of rules. Commissioner Raines reviewed the process of these homes if they would come before the Commission for any remodels or additions.

The Commission will continue to work on this plan.

6. Items for Separate Vote

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

Chairman Herzel reported that he had met with Mr. Curtis Wilson on the "no-build vertical envelope" requirements and reviewed the proposed calculation with the Building Commission.

Mr. Wilson also reviewed the proposed calculation of the no-build vertical envelope with the Building Commission.

No action taken.

- b. Draft ordinance regarding the requirements for the architectural renderings and facade changes.

Mrs. Carla Sharpe, attorney for the City, reviewed the proposed ordinance with the Building Commission. After discussing the proposed ordinance with the Building Commission members and staff, Mrs. Sharpe will revise the draft and bring back to the Building Commission for review.

- c. Review of International Building Codes and related Building Codes.

- i. International Building Code
- ii. International Residential Code
- iii. International Existing Building Code
- iv. International Property Maintenance Code
- v. International Mechanical Code
- vi. National Electric Code
- vii. International Plumbing Code
- viii. International Fire Code
- ix. International Fuel Gas Code
- x. NFPA 101 Life Safety Code

Chairman Herzel stated that the Building Commission will be reviewing the International Building Codes and related Building Codes for possible recommendation to adopt updated versions of the same.

7. Adjournment

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

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



Schedule of Regular Meetings of the Nichols Hills Building Commission in 2023

All meetings of the Building Commission are scheduled to take place on the 3rd Tuesday of the month at 4:00 p.m. in the City Council Chambers, City Hall, 6407 Avondale Dr., Nichols Hills, OK.

Meeting Date of:

January 17, 2023

February 21, 2023

March 21, 2023

April 18, 2023

May 16, 2023

June 20, 2023

July 18, 2023

August 15, 2023

September 19, 2023

October 17, 2023

November 21, 2023

December 19, 2023

Name: Amanda Copeland
Title: City Clerk
Address: 6407 Avondale Drive
 Nichols Hills, OK 73116
Phone: (405) 843-6637

Filed in the office of the Municipal Clerk on _____ at _____ PM

Signed: _____
 City Clerk/Deputy City Clerk