

1. Agenda

Documents:

[2021-11-16 BUILDING COMMISSION - PUBLIC AGENDA-1674.PDF](#)

2. Meeting Materials

Documents:

[2021-11-16 BUILDING COMMISSION - FULL AGENDA-1674.PDF](#)

AGENDA

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, November 16, 2021 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 21, 2021
- b. October 19, 2021

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.

6. Items for Separate Vote

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

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

- a. Discussion with E. Peter Hoffman Jr. regarding exterior lighting regulations.
- b. Criteria to be used to determine whether a building should be deemed an "Architectural Resource", as the term is defined in Section 50-342 of the Nichols Hills City Code.
- c. Exterior building materials ordinance regarding thin brick.
- d. Definition of buildable area.
- e. Definition of the centroid.

7. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 4:00 PM on the 12th day of November, 2021 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 4:15 PM on the 12th day of November, 2021; posted to the City of Nichols Hills website at <http://www.nicholshills.net> at 5:00 PM on the 12th of November, 2021; and transmitted by email at 5:00 PM on the 12th day of November, 2021 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

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- a. September 21, 2021
- b. October 19, 2021

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City Clerk
City of Nichols Hills, Oklahoma

MINUTES

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, September 21, 2021 at 4:00 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

**Original agenda filed in the Office of the City Clerk at 11:40 AM
on the 16th day of September, 2021.**

1. Call to Order
2. Roll Call

Attendee Name	Title	Status	Arrived
Larry Herzel		Present	
John Lippert	Chairman	Present	
Tori Raines		Present	
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. August 17, 2021 Minutes

MOTION: Herzel moved to approve the August 17, 2021 minutes as presented. Oakley seconded the motion.

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

5. Public Hearings

Discussion, consideration, and possible approval of the following:

- a. Certificate of Approval Application - 1719 Windsor Place, Nichols Hills, OK.

Mr. Terry and Mrs. Paula Nayfa presented the application to the members of the Building Commission.

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

Dr. Joseph Seay spoke in favor of the application.

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

MOTION: Oakley moved to approve agenda item 5a as presented. Raines seconded the motion.

RESULT:	APPROVED [3 TO 0]
MOVER:	Jeff Oakley
SECONDER:	Tori Raines
AYES:	Lippert, Raines, Oakley
ABSENT:	Caston
RECUSED:	Herzel

- b. Certificate of Approval Application - 6408 Briarwood Lane, Nichols Hills, OK.

Mr. Richard Costanzo, property owner, presented the application to the Building Commission. Mr. Costanzo and his civil engineer answered questions concerning the drainage.

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

Mr. Tom Kilpatrick said his only concern was the drainage of the property.

Hearing no others expressing a desire to be heard, the public

hearing was closed.

MOTION: Herzel moved to approved subject to: 1) Change the inlet structure from a 12-inch square to a 24-inch square inlet; 2) The plant material on the north and east side of the property to a 12-foot minimum height at planting of evergreen plant material; 3) Relocate the plant material along the north side of the house the entire length of the existing structure, not just along the new addition, to extend to a point just east of the east edge of the deck; 4) Drainage swale on the north and south side of the home would be sufficient to prevent water from flowing over to the north on the adjacent property owner; 5) Change the exterior light on the north side of the home to a soffit light; and 6) Provide landscape calculation spreadsheet. Raines seconded the motion.

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

6. Items for Separate Vote

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

Discussion, consideration, and possible recommendation to the Planning Commission and City Council for approval of the following:

- a. Amendments to Section 50-3 of the City Code (Zoning) regarding definitions of the following words, terms and phrases used in Chapter 50 of the City Code, including establishment of formulas and diagrams for calculating the same:

- i. Lot Coverage
- ii. Centroid
- iii. Floor area, gross
- iv. Floor area ratio
- v. Attic
- vi. Buildable Area
- vii. Building Height
- viii. Lot Depth
- ix. Lot width
- x. No-build vertical envelope
- xi. Basement

MOTION: Raines moved to approve agenda item 6a, i - xi, as recommended by Commissioner Herzel in his material in the agenda packets. Oakley seconded the motion.

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

- b. Discussion, consideration, and possible approval or disapproval of criteria to be used to determine whether a building should be deemed an "Architectural Resource," as the term is defined in Section 50-342 of the Nichols Hills City Code.

Building Commission members and staff discussed the different types of Architectural Resources and how the Commission would create the criteria for the homes to qualify for the Architectural Resource list for the City of Nichols Hills. Commissioner Raines will create the list of homes to be considered for the Architectural Resource list of homes that will be discussed at the October 19, 2021 meeting.

7. Adjournment

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

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

Chairman
Building Commission
City of Nichols Hills, Oklahoma

City Manager
Building Commission
City of Nichols Hills, Oklahoma

City Clerk
City of Nichols Hills, Oklahoma

MINUTES

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, October 19, 2021 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 15th day of October, 2021.**

1. Call to Order
2. Roll Call

Attendee Name	Title	Status	Arrived
Larry Herzel		Present	
John Lippert	Chairman	Present	
Tori Raines		Present	
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.

Mr. James Weinland thanked the Building Commission members for their work in reviewing applications that are brought before them. Mr. Weinland expressed his concern for consistency on their decisions, the building of McMansions, and the need for diversity throughout the City of Nichols Hills.

4. Minutes
 - a. September 21, 2021 Minutes

No action taken.

5. Public Hearings

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

- a. Certificate of Approval Application - 1400 Camden Way, Nichols Hills, OK.

Mr. Sam Gresham, architect with Sam Gresham Architecture, 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. Hal McKnight spoke to the Building Commission about his concerns of contractors parking on both sides of the street, blocking driveways, and being disrespectful to the residents and staff of Nichols Hills. Mr. McKnight is concerned about emergency vehicles being able to drive through the street to help residents in need. City Manager Shane Pate advised Mr. McKnight that our Code Enforcement and Police Department will monitor building sites to avoid any problems. Mr. Pate also encouraged Mr. McKnight to call the City if such problems arise going forward.

Mrs. Susan Robertson also spoke of her concerns of contractors parking on both sides of the street during construction.

Mr. James Weinland spoke in opposition of the application. Mr. Weinland spoke about the proposed home being too big in comparison to the existing homes. Mr. Weinland was concerned that the proposed plans do not conform with the setback requirements that the Board of Adjustment Commission approved. Also, Mr. Weinland would like to see more consistency regarding setback requirements.

Mrs. Jennifer Weinland spoke to the Building Commission of her concerns of how some contractors are arrogant and disrespectful to the residents and City staff.

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

MOTION: Oakley moved to approve agenda item 5a subject to: 1)

Landscape plan shows the point requirements. 2) Site plan A-1 series shows the correction on the west side setback is consistently fixed. 3) Correct the drawings showing the elimination of the fourth garage. 4) Correct the drawings to show the elimination of the fence that extends toward Lenox. Herzel seconded the motion.

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

b. Certificate of Approval Application - 7005 Trenton Road, Nichols Hills, OK.

Mr. Sam Gresham, architect with Sam Gresham Architecture, presented the application to the Building Commission.

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

Ms. Denise Gleason spoke to the Building Commission of her concerns with the landscape plan which appears to have lines coming into her backyard and she is concerned she would lose some of her property. Ms. Gleason is also concerned of the drainage from the property coming onto her property.

Mr. James Weinland spoke to the Building Commission of his concerns of the north and south setbacks. Also, Mr. Weinland asked if the second story windows on the north side of the property are a privacy issue.

Mrs. Cathy Loggie stated she would like to withhold her approval of the proposed plans until she has time to review the plans.

Mrs. Jennifer Weinland spoke to the Building Commission of her concerns of the builder on this project.

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

MOTION: Oakley moved to continue to a date certain with a revised set of drawings that reflects what the actual intent is. Raines seconded the motion.

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

6. Items for Separate Vote

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

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

- a. Discussion with applicant regarding condition of approval for 6820 NW Grand .

MOTION: Oakley moved to approve the split brick as originally submitted. Raines seconded the motion.

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

- b. Criteria to be used to determine whether a building should be deemed an "Architectural Resource", as the term is defined in Section 50-342 of the Nichols Hills City Code.

No action taken.

- c. Schedule of Regular Meetings of the Nichols Hills Building Commission 2022.

MOTION: Herzel moved to approve agenda item 6c as presented.

Raines seconded the motion.

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

7. Adjournment

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

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

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.