

MINUTES

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, November 19, 2019 at 4:00 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 3:55 PM on the 15th day of November, 2019.

1. Call to Order
2. Roll Call

Attendee Name	Title	Status	Arrived
Larry Herzel		Present	
Sam Gresham		Present	
John Lippert		Present	
Tori Raines		Present	
Rusty Caston		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. Items for Separate Vote

Items listed in this section of this Agenda are usually discussed, considered, and voted on individually by the Building Commission.

Discussion, consideration, and possible approval of the following:

- a. Presentation by Carla Sharpe, Attorney for the City, regarding the Nichols Hills Building Commission.

Carla Sharpe, legal counsel for the City of Nichols Hills, presented an overview of the proposed Building Commission ordinance. Mrs. Sharpe reviewed the process the applicants will go through to obtain a Certificate of Approval. This certificate will be necessary before applying for a permit to move, demolish a building, or

construct a new or addition to a main or secondary building.

- b. Discussion, consideration, and possible action regarding The Nichols Hills Building Commission Building Demolition, Design, and Construction Guidelines.

Nichols Hills City Council members, Building Commission members and staff discussed the guidelines that will be considered when the Building Commission reviews future applications.

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

MOTION: Herzel moved to nominate John Lippert as Chairman of the Nichols Hills Building Commission. Caston seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Larry Herzel
SECONDER:	Rusty Caston
AYES:	Herzel, Gresham, Lippert, Raines, Caston

- d. Schedule of Regular Meetings and Application Deadlines for Public Hearings before the Nichols Hills Building Commission 2020.

MOTION: Lippert moved to approve agenda item 4d as presented. Raines seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John Lippert, Chairman
SECONDER:	Tori Raines
AYES:	Herzel, Gresham, Lippert, Raines, Caston

5. Adjournment

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Larry Herzel
SECONDER:	Sam Gresham
AYES:	Herzel, Gresham, Lippert, Raines, 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