

MINUTES

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, August 15, 2023 at 4:00 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 9:02 AM on the 11th day of August, 2023.

1. Call to Order
2. Roll Call

Attendee Name	Title	Status	Arrived
Larry Herzel		Present	
John Lippert		Present	
Tori Raines	Chairman	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. July 18, 2023 Minutes

MOTION: Caston moved to approve the July 18, 2023 minutes as presented. Herzel seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rusty Caston
SECONDER:	Larry Herzel
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 - 1509 Buttram Road, Nichols Hills, OK.

Mr. Scott Coleman, Coleman Homes Inc., presented the application to the Building Commission.

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

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

MOTION: Oakley moved to approve agenda item 5a subject to amending the drawings to show the new roof will be guttered and down spouted to drain to Buttram Road. Caston seconded the motion.

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

6. Items for Separate Vote

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

- a. Discuss application requirements for detailed cut through drawings of an exterior wall.

Mrs. Carla Sharpe, attorney for the City, presented proposed language to add to the application requirements for detailed cut through drawings of an exterior wall.

Building Commission members discussed the benefits of adding the requirement for the detailed cut through drawings of an

exterior wall on all applications that come before the Building Commission.

Mrs. Sharpe will work with Commissioner Lippert and bring back the proposed language for the application requirements for the Building Commission to review at the next meeting.

7. Adjournment

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rusty Caston
SECONDER:	John Lippert
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