

NOTICE OF A MEETING FOR CITY OF CHICKASHA HISTORIC PRESERVATION COMMITTEE

In compliance with Title 25, Oklahoma Statutes, Section 301-314, the Oklahoma Open Meeting Act, including the posting of notices and agenda, be advised that the **City of Chickasha Historic Preservation Committee** of the City of Chickasha, Oklahoma, meeting on **Friday, December 13, 2024, at 10:30 AM.**

Said meeting will be held at City Hall, 2nd Floor City Council Chambers, 117 N. 4th Street, Chickasha, Oklahoma.

The City of Chickasha encourages participation from all its citizens. If special accommodations are needed, please notify the City Clerk at least 48 hours prior to the scheduled meeting. The City may waive the 48-hour rule if the necessary accommodations can be easily made.

AGENDA

1 Call to Order/Roll Call

2 Meeting Items

- a. **Discussion, Consideration and Possible action to approve the minutes from the October 11, 2024 meeting**
- b. **Discussion, consideration, and possible action to approve the updated facade application at 116 S 4th St for CMS Willowbrook**

3 Motion to Adjourn.

Rachel Bernish, Director of Community Development

Posted this ____ day of _____, 20____ at _____ am/pm at City Hall.

CHICKASHA

Meeting Type: Historic Preservation 12/13/24

Meeting Date: 12/13/2024

Department: Community Development

Agenda Item No. 2.a.

AGENDA ITEM: Discussion, Consideration and Possible action to approve the minutes from the October 11, 2024 meeting

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:
NAME, TITLE

Fund	Account	Amount
(To)		
FUND	ACCOUNT	AMOUNT
(From)		

Meeting Date:
December 13, 2024

V. ATTACHMENTS:

1. HP minutes 10.11.24

**NOTICE OF MEETING FOR
CITY OF CHICKASHA
HISTORIC PRESERVATION COMMITTEE**

HISTORIC PRESERVATION MEETING

October 11, 2024

1. Call meeting to order: 10:01am

Roll Call: John Feaver, Glen Vernon, Bob Hunter, Joyce Sanders, Seirra Leatherwood

Present: Feaver, Vernon, Hunter, Sanders

Absent: Leatherwood

Staff Present: Danielle Charles Permit Tech, Rachel Bernish Asst City Manager

Citizens Present: Shalya Crawford, David Sikes

Meeting Items:

Discussion, Consideration and Possible action to approve the minutes from the September 13th, 2024 meeting.

***Motion by: Vernon and second by Sanders to approve minutes from the September 13th, 2024 meeting.**

Roll Call: John Feaver, Glen Vernon, Bob Hunter, Joyce Sanders, Seirra Leatherwood

Ayes: Feaver, Vernon, Hunter, Sanders

Nays:

Abstain:

- a. **Discussion, consideration, and possible action to approve sign permit application for Palm & Co Apparel 301 W Chickasha Ave for Shayla Crawford**

***Motion by: Hunter and second by Sanders to approve**

Roll Call: John Feaver, Glen Vernon, Bob Hunter, Joyce Sanders, Sierra Leatherwood

Ayes: Feaver, Vernon, Hunter, Sanders

Nays:

Abstain:

- b. **Discussion, Consideration and Possible action to approve the facade permit application for Masonic Lodge 112 S 6th St for David Sikes**

***Motion by: Hunter and second by Vernon to approve**

Roll Call: John Feaver, Glen Vernon, Bob Hunter, Joyce Sanders, Sierra Leatherwood

Ayes: Feaver, Vernon, Hunter, Sanders

Nays:

Abstain:

2. **Motion to adjourn meeting: 10:18am**

***Motion by: Feaver and seconded by Vernon to approve**

Roll Call: John Feaver, Glen Vernon, Bob Hunter, Joyce Sanders, Sierra Leatherwood

Ayes: Feaver, Vernon, Hunter, Sanders

Nays:

Abstain:

CHICKASHA



Meeting Type: Historic Preservation 12/13/24

Meeting Date: 12/13/2024

Department: Community Development

Agenda Item No. 2.b.

AGENDA ITEM: Discussion, consideration, and possible action to approve the updated facade application at 116 S 4th St for CMS Willowbrook

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:
NAME, TITLE

	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: December 13, 2024	(From)		

V. ATTACHMENTS:

1. Exterior Facade
2. Building Permit 116 S 4th



Building Permit Application

Please print clearly or type.

Is project in floodplain? ☐ Yes ☐ No

Project Address:				
Owner of Property:				
Name		Phone #		
Mailing Address:				
Street		City		State ZIP
Contractor / Applicant:				
Name		Phone #		
Mailing Address:				
Street		City		State ZIP
Proposed Use of Land/Building:	Number of Units	Number of Stories	Estimated Cost of Project	Square Footage
Permit Information:	Please check only one. If more than one applies, list in remarks below. ☐ New Construction ☐ Add on ☐ Remodel ☐ Move on ☐ Fire Resoration ☐ Accessory Building ☐ Foundation Only ☐ Demolish/Remove ☐ Modular ☐ Install			
Service Information:	Water Supply: ☐ Well ☐ City	Sewer Type: ☐ Septic System ☐ City		Number of plumbing fixtures:
	HVAC Type/Size (Specify Tons/BTU) ☐ Electric _____ ☐ Gas _____ ☐ RTU _____		Electric Service/Size (Specify Amps) ☐ Above Ground _____ ☐ Underground _____	

Applicant Remarks

☐ Check here to have Occupancy Certificate mailed to Contractor/Applicant..

I hereby certify that the statements in this application and the attachments hereto are true and correct and that the property owner has given permission for this work to proceed. I further certify that all construction work under this permit will conform to the attached plans, specifications and drawings and to the Codes and Ordinances of the City of Chickasha and that all electrical, plumbing, heat & air, fence, sign and driveway construction shall be performed by contractors licensed by the State of Oklahoma (if applicable) and registered with the City of Chickasha.

Date: _____ Printed Name: _____ Signature: Brandi Whitehead

Fill in all applicable information. Check the box next to primary contact person.

☐ Owner: _____ Phone #: _____ Email: _____

☐ Contractor: _____ Phone #: _____ Email: _____

☐ Plumbing Contractor: _____ Phone #: _____ Email: _____

☐ Electrical Contractor: _____ Phone #: _____ Email: _____

☐ Mechanical Contractor: _____ Phone #: _____ Email: _____

Applicant Responsibility

All applicants requesting a building permit are advised that it is the applicant's responsibility to ensure compliance with the following requirements:

- ☐ The Americans with Disabilities Act (ADA) imposes certain barrier-free environments and certain special accommodations. Applicants and their architect should ensure compliance with these federal requirements.
- ☐ Essential utility service lines and easements are located throughout the City. City Staff will assist with locating these utilities when possible, however, it is the responsibility of the applicant and his architect/engineer/surveyor to ensure no utilities are damaged or that no part of the structure, fence or other improvement are constructed on or over any utility or street easement.
For utility location other than the City of Chickasha, call OKIE toll-free at 1-800-522-6543
- ☐ It is the responsibility of the applicant to maintain setbacks of buildings and roofs to a minimum clearance for high voltage electrical power lines, even though there may be a zero setback requirement per zoning ordinances.
- ☐ City Staff will assist applicants identify boundaries and elevations on the FEMA FLOODPLAIN MAPS. It is the responsibility of the applicant and architect/engineer/surveyor to ensure the FEMA requirements are met. All Building Permit Applications that are located in the floodplain, as determined by the City's Floodplain Administrator, shall be accompanied by a Certified Flood Elevation Certificate before it will be processed.
- ☐ City Staff will assist applicants with building code interpretation when possible, however, it is the responsibility of the applicant and architect/engineer to ensure the structural integrity, tensile strength, and windload capacity for all structures.
- ☐ When possible, City Staff will assist applicants in assuring setback requirements are met; however, it is the responsibility of the applicant and architect/engineer/surveyor to ensure that all buildings are placed on the building site properly.
- ☐ The applicant hereby assumes full responsibility for any and all known and unknown requirements, easements, codes, regulations, etc. as they apply to this building project.

Date: _____ Applicant Signature: Brandi Whitehead

Contact:
City of Chickasha
Community Development Department
Rachel Bernish, Director
(405) 222-6010