



COMMUNITY DEVELOPMENT

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 **Wednesday, September 16, 2026, at 4:00 PM.**

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 July 30, 2026 meeting.
 - b. Discussion, Consideration and possible action to approve the sign application by Metro signs for 302 Chickasha Ave for Brooks Bank.
- 3 Motion to Adjourn.**

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

CHICKASHA



Meeting Type: Special Historic Preservation

Meeting Date: 9/16/2026

Department: Community Development

Agenda Item No. 2.a.

AGENDA ITEM: Discussion, Consideration and possible action to approve the minutes from July 30, 2026 meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Jessica Green, Community
Development Director

Meeting Date: September 16, 2026

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

V. ATTACHMENTS:

1. Histoic 7.30.26

HISTORIC PRESERVATION MEETING July 30, 2026

1. Meeting called to order: 4:00 pm

Roll Call: Glen Vernon, Bob Hunter, Joyce Sanders, Cheryl Critchfield, John Feaver

Present: Bob Hunter, Joyce Sanders, Cheryl Critchfield, John Feaver

Staff Present: Jessica Green

Citizens present: Mike McDaniels, Walt Henrey, Dan Andrulonis

2. Meeting items

- a. Discussion, Consideration, and possible action to approve the June 24th, 2026 meeting minutes.

Motion Joyce Sanders

Second Bob Hunter

Roll call: Bob Hunter, Joyce Sanders, Cheryl Critchfield, John Feaver

Ayes: Bob Hunter, Joyce Sanders, Cheryl Critchfield, John Feaver

Nays:

Abstain

- b. Discussion, Consideration, and possible action to approve the application by Dan Andrulonis regarding the current District Attorney's office being demolished and rebuilt to a two-story building, property located at 201 N 4th

Motion Joyce Sanders

Second Cheryl Critchfield

Roll call: Bob Hunter, Joyce Sanders, Cheryl Critchfield, John Feaver

Ayes: Bob Hunter, Joyce Sanders, Cheryl Critchfield, John Feaver

Nays:

Abstain

3. Motion to adjourn

Motion Bob Hunter

Second Cheryl Critchfield

CHICKASHA

Meeting Type: Special Historic Preservation

Meeting Date: 9/16/2026

Department: Community Development

Agenda Item No. 2.b.

AGENDA ITEM: Discussion, Consideration and possible action to approve the sign application by Metro signs for 302 Chickasha Ave for Brooks Bank.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Jessica Green, Community
Development Director

Meeting Date: September 16, 2026

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

V. ATTACHMENTS:

1. 20260910112522150_Redacted
2. 20260910114234198

CHICKASHA



COMMUNITY DEVELOPMENT

HISTORIC PRESERVATION COMMITTEE

Date Submitted: 09/08/2026

Applicant Information

Applicant Name: Metro sign

Mailing Address: 401 N ANN ARBOR AVE

Phone Number: 405.949.1555

Email Address: [REDACTED]

Project Information

Project Name: BROOKS BANK

Project Location: 302 W Chickasha

Description of Proposed Project

BANK CHANGE OVER - INSTALL NEW SIGNAGE AND REMOVE THE PLYON

SEE ATTACHED ARTWORK

Estimated Project Cost 30,000.00

Applicant Certification

I certify that the information provided in this application is true and correct to the best of my knowledge.

Applicant Signature: BRITTANY LANDER

Date: 09/08/2026

SCOPE OF WORK

Project: Brooks Bank – Monument & ATM Signage

302 W Chickasha Ave

Scope of Work:

- North Wall – Flat Cut-Out (FCO) Logo
- Remove existing FCO lettering/logo.
- Furnish and install new flat cut-out (FCO) letters and logo flush-mounted to the building wall.
- Letters and logo to be fabricated from aluminum.
- Aluminum to be primed and finished with two-part polyurethane sign paint.
- ATM Signage
- Furnish and install new non-illuminated reverse channel letters at the ATM canopy.
- Reverse channel letters to be fabricated from aluminum.
- Letters to be primed and finished with two-part polyurethane sign paint.
- Include ATM identification and directional arrow as shown on approved sign drawings.
- Existing Pylon Sign – Removal
- Remove existing pylon sign.
- Existing pylon poles to be cut off at grade.
- Remove and dispose of all associated sign components and debris.
- Monument Sign – New Installation
- Furnish and install two (2) sets of cast aluminum letters and logos on the existing monument sign.
- Side 1: Brooks Bank name and logo.
- Side 2: Brooks Bank name and logo.
- Cast aluminum letters and logos to be primed and finished with two-part polyurethane sign paint.
- Remove existing FCOs from the monument sign and dispose of removed materials.

- Install new FCOs flush to the monument surfaces.
- No clock faces included.





SIGN 6 SIGN 4



JOB DESCRIPTION

- Fabricate and Install -
- New signage
- To be installed at customer location

METROSIGN

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CLIENT The First National Bank & Trust

SALESMAN Jarrod Wright

DATE 08.10.26

SCALE 3/16" = 1'

DESIGNER Caitlyn Shepherd - 2026

APPROVAL





Diagram illustrating the dimensions of the ATM sign:

- Width: 4'-6"
- Height: 1'-6"



- Fabricate and Install -

- To be installed at customer location

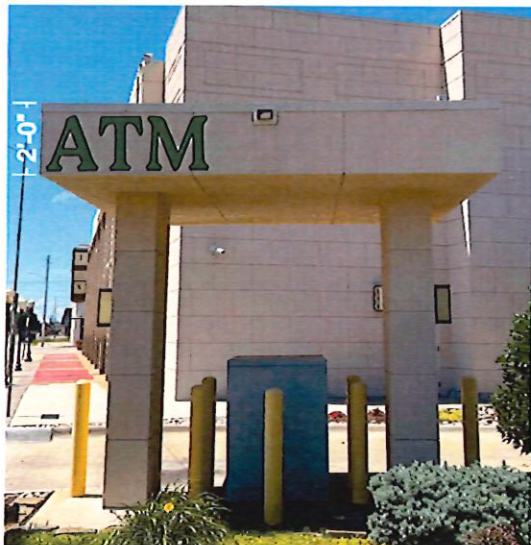
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DESIGNER *Caithlyn Shepherd - 2026*

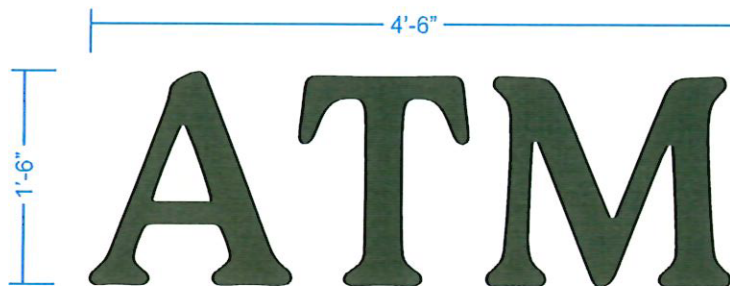
APPROVAL





1/4" = 1'

SIGN 5 SGN



JOB DESCRIPTION

- Fabricate and install -

- New signage

- To be installed at customer location

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CLIENT The First National Bank & Trust

SALESMAN Jarrod Wright

DATE 08.10.26

SCALE 1" = 1'

DESIGNER Caitlyn Shepherd - 2026

APPROVAL

METROSIGN



SIGN 1

 $9^{\circ}-0''$

4'-8"



Brooks Bank



JOB DESCRIPTION

- Fabricate and Install -

- New signage

- To be installed at customer location

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CLIENT The First National Bank & Trust

SALESMAN Jarrod Wright

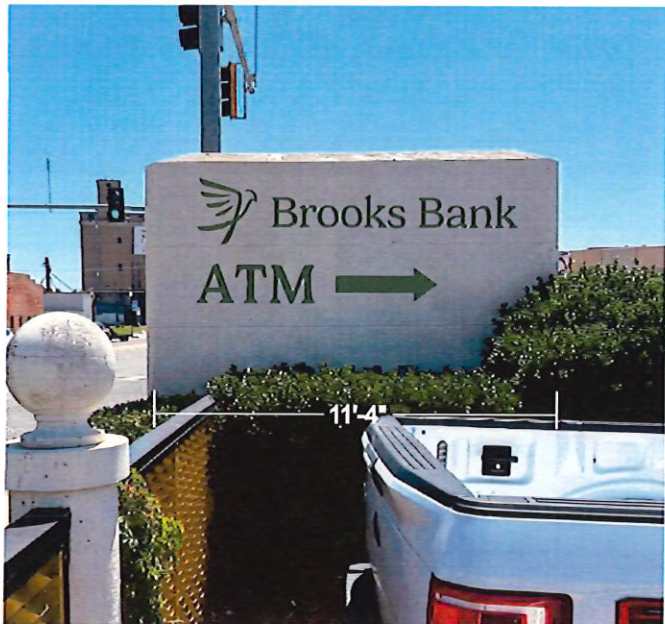
DATE 08.10.26

SCALE 1/2" = 1'

DESIGNER *Caithlyn Shepherd - 2026*

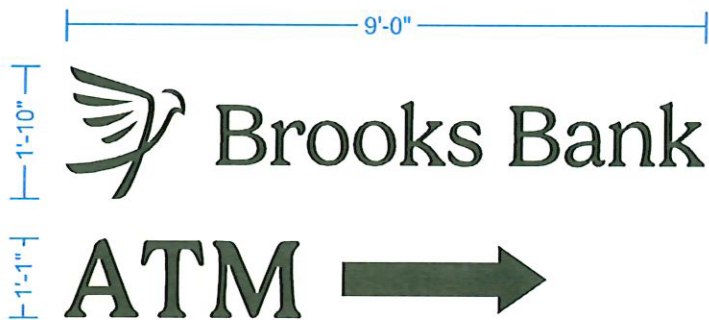
APPROVAL





1/4" = 1'

SIGN 2



JOB DESCRIPTION

- Fabricate and install -

- New signage

- To be installed at customer location

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CLIENT The First National Bank & Trust

SALESMAN Jarrod Wright

DATE 08.10.26

SCALE 1/2" = 1'

DESIGNER Caitlyn Shepherd - 2026

APPROVAL



PYLON TO BE REMOVED



SIGN 3



JOB DESCRIPTION

- Fabricate and Install -

- New signage

- To be installed at customer location

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CLIENT The First National Bank & Trust

SALESMAN Jarrod Wright

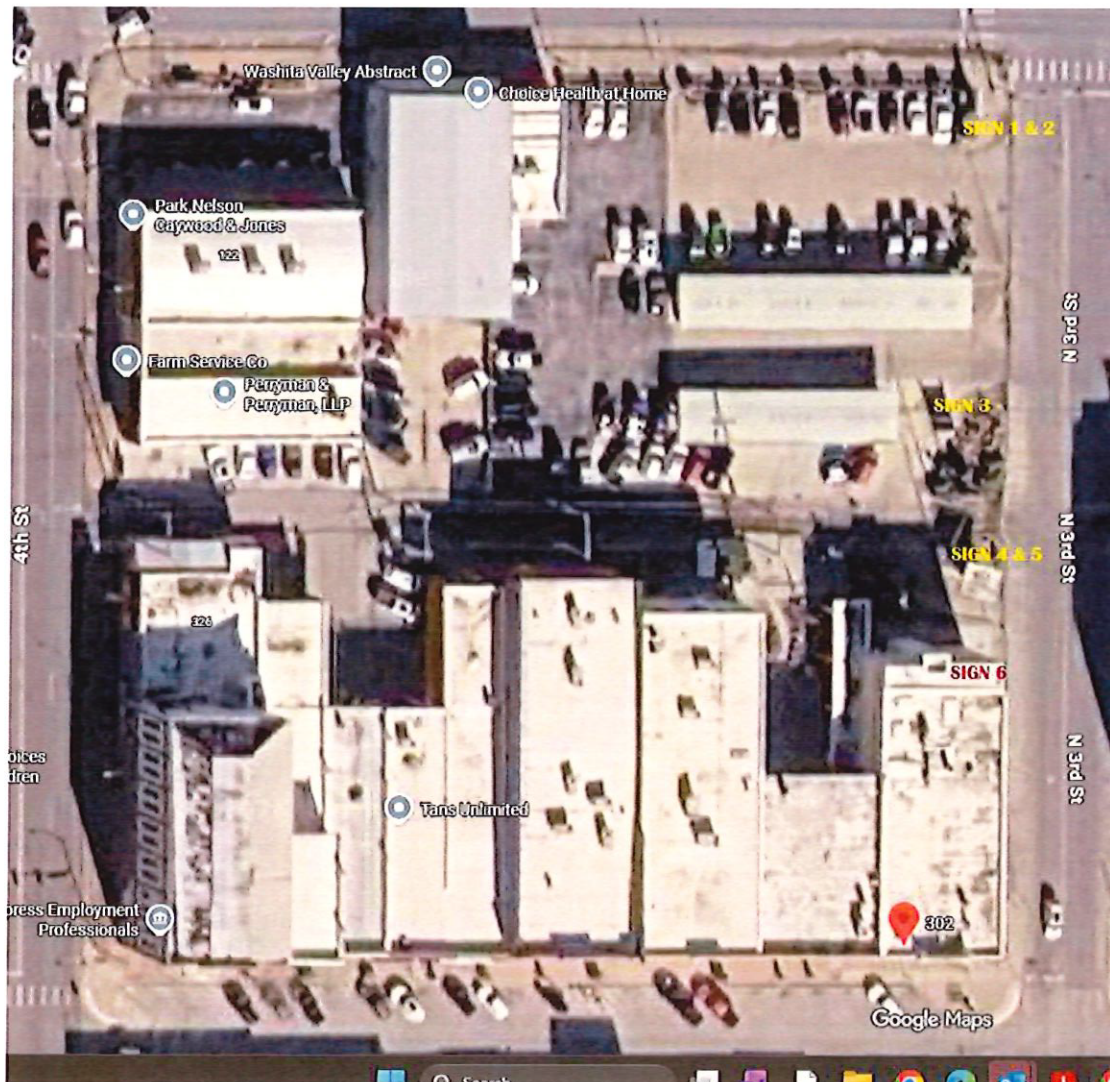
DATE 08.10.26

SCALE N/A

DESIGNER Caitlyn Shepherd - 2026

APPROVAL







COMMUNITY DEVELOPMENT

SIGN PERMIT APPLICATION

☐ Approved ☐ Not Approved

Fee: \$ _____

Date: 9/08/2026

Contractor's Name: metro sh g

Contractor's Street Address: 401 n ann arbor

City: okc State: ok Zip: 73127

Job Location (Street Address): 302 chickasha ave Job _____

Location (Legal Description): _____

Property Owner: THE BROOKS BANK

Street Address: _____ City: _____

CHICKASHA State: OK Zip: _____

Phone Number: _____ Cell Phone Number: _____

Current Zoning: ☒ Commercial ☐ Industrial ☐ Residential ☐ Residential
C-1, C-2, C-3, H-1 I-1, I-2 R-1, R-2, R-3, R-M-O R-4

☐ Check here if this application is for an off-premises sign in the I-44 Corridor

Sign Type: ☒ Wall Mount ☐ Pole Mount ☒ Ground Mount ☐ Temporary
Quantity: 3 2

Sign Type: ☐ Billboard ☐ Off-Premises ☐ Flag ☐ Banner
Quantity: _____

Approximate Value: \$ 30000.00

The following shall be submitted with the application:

1. A scale drawing of the sign, along with the supports structure and wiring diaram, if illuminated.
2. Information on this drawing shall include sign dimensions, structural dimensions and type of materials.
3. A plot plan of the proposed sign location, drawn to scale. Information on this drawing shall include existing signs and structures along with the proposed sign. Wall signs shall include scaled drawings of the wall, including windows and doors.

City of Chickasha inspector must inspect all work. Call (405) 222-6010 for inspections.

Applicant certifies that all information given is correct and that all pertinent City Ordinances will be complied with in the performance of the work for which this permit is issued.

BRITTANY LANDER
Applicant Signature

Jessica Green
Permit Clerk/Inspector Signature