

**MINUTES**  
**DOWNTOWN LAWTON ARCHITECTURAL REVIEW COMMITTEE**

Minutes of the Downtown Lawton Architectural Review Committee meeting held May 24, 2022 in the 2nd Floor Conference Room, City Hall, 212 SW 9th Street, Lawton, Oklahoma.

The meeting was called to order at 1:15 p.m. by Chairman Ernest Sheppard.

Notice of the meeting and agenda were posted on the City Hall bulletin board as required by State law.

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**ROLL CALL**

**MEMBERS PRESENT:** Jacob Brox  
Jesse Cross  
Ernest Sheppard

**MEMBERS ABSENT:** Joe Abshere  
John Purcell, Jr.

**OTHERS PRESENT:** Janet Smith, Planning Director  
Kameron Good, City Planner  
Charlotte Brown, Code Plans Supervisor  
Cindy Augustine, City Attorney Office  
Denise Ezell, Recording Secretary

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2. **Verify posting of meeting.**  
Action: Verification of posting time and date  
  
May, 16, 2022 at 4:00 p.m. by Tammy Anderson

3. **Establish Quorum.**  
Action: Establish that a quorum is present  
  
Three (3) of the five (5) members present

4. **Approval of Minutes.**  
Action: Motion to approve minutes from the February 15, 2022, meeting.

**Motion** by Brox, **Second** by Cross, to approve the minutes of February 15, 2022 as written.  
**Aye:** Brox, Cross, Sheppard. **Nay:** None. **Motion Passed.**

**BUSINESS**

5. **Consideration and discussion regarding a Certificate of Architectural Conformance for signage at The FISTA Innovation Park located at 428 SW C Avenue, Lawton, OK 73501.**

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Recommended Action from City Planning Staff: Approve the request for a Certificate of Architectural Conformance for the sign planned for The FISTA Innovation Park.

Smith stated in your packet is a picture of what is being proposed.

Good stated this is just for the FISTA sign. This does not include the electronic message centers on each side.

Sheppard asked are those planned for later.

Good stated yes. They will have to come back for approval as well.

Cross asked will it come through here or the Board of Adjustment.

Good stated it will come back to DLARC for the architectural review. Since it is an electronic message center will it have to go to BOA as well.

Brown asked what size it is.

Good stated they look big.

Brown stated more than likely they will have to have a variance from BOA. DLARC will still have to approve the Certificate of Architectural Conformance. It will come to DLARC first and if you don't approve it there will be no need to go to BOA.

Good stated currently this request is just for the FISTA in the center.

Sheppard asked how does this not conform to our regulations.

Good stated the overall size and you will also need to approve the architectural design.

Smith stated this is their logo, so I hope you like it. There isn't much we can change except the lighting.

Sheppard stated I'm not questioning whether we need to do it or not, but I am curious. FISTA has these contractors coming in. They are contacting them either by mail or telephone. You don't see a contractor drive by and say "Oh there is a sign. I would like to be in that building because there is a FISTA sign there". What is the purpose of the sign?

Smith stated when they show up for work, they will know they are in the right building.

Good stated there is a space in the front of the building that will be opened to the public. It is like a welcome center.

Smith stated at this time there is nothing there. I had a meeting there about a month ago and had no idea where to go. I thought it might have been the building next door that looks like a federal courthouse. I thought where is the sign. It will be helpful.

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Sheppard stated it certainly has a little class to it.

Smith stated it does and it lets you know you have arrived.

**Motion by Cross, Second by Brox**, to approve a Certificate of Architectural Conformance for signage at The FISTA Innovation Park located at 428 SW C Avenue, Lawton, OK 73501. **Aye:** Cross, Sheppard, Brox. **Nay:** None. **Motion Passed.**

**6. Reports or Comments.**

Brox asked how is construction going.

Smith stated really well. We just had the groundbreaking for the new area, and they have a fence in the back around the parking. They are growing leaps and bounds. By the end of the year, we will probably see somewhere near a hundred (100) employees there.

**7. Adjournment.**

There being no further business the meeting was adjourned at 1:20 p.m.

**Motion by Brox, Second by Cross**, to adjourn. **Aye:** Sheppard, Brox, Cross. **Nay:** None. **Motion Passed.**

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Ernest Sheppard, Chairman

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Jacob Brox, Secretary