

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
DECEMBER 10, 2022**

The meeting was called to order at 8:30 a.m. at the Administration Building.

Roll call:

Present: Scott Vliek, Chairman
 Brian O'Neil, Vice Chairman
 Mark Lies, Secretary
 Dave Wagner
 Margaret Williford
 Council Liaison, Matriona Malik

I. Roll Call. There is a quorum.

II. Title VI forms are available online for attendees.

III. Minutes – Motion Lies, second O'Neil, to approve minutes of the November 12, 2022 meeting. Minutes of the meeting of November 12, 2022 were unanimously approved.

IV. Building Commissioner Report

- A. List of active permits/project status - Building Commissioner reports on status. Majority of projects complete.
- B. Inspections conducted in previous month. Building Commissioner Reports.
- C. Communications received from residents
 - 1. Questions about ordinances – Building Commissioner reports on questions about interpretation of ordinances. Building Commissioner advises not to render opinions on whether lots are buildable.
 - 2. Questions about procedures to add on or remodel - None.
- D. New permits on the horizon – Building Commissioner reports inquiries on potential new permits.

V. New Permit Applications –

- A. 111 E. Neptune – Prior to the meeting, the Committee conducted a site visit to the property at 7:30 a.m. When the Committee meeting commenced, the Contractor attended, as well as Charlie Ray from the Duneland Group, Inc. The property and the proposed structure meet the bulk requirements for the ordinances. The drawings identify the location of the 38 trees to be removed for the structure and the driveway. There will be no construction in the steep slope. Motion Lies, second Wagner, to approve the permit for the site of the proposed structure but not for construction of the proposed structure, contingent on approval of the septic system for the site. In order to obtain a permit for building of the structure, the

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Owner must submit revised drawings based upon comments made by the Committee. Building Commissioner has provided a list of 23 changes to the drawings.

VI. Public Comments –

- A. Resident M. McCurty comments his belief that the Committee has no authority to issue permits, that the Building Commissioner is the only representative authorized to issue permits. Resident also comments on qualifications of members of the Committee. Chairman Vlieg responds that Committee only approves or denies the issuance of a permit which is issued by the Building Commissioner. Commissioner Vlieg further responds that the Town Council sets the ordinances that are intended to enable the Comprehensive Plan for the Town. The Committee does not set policy but only enforces the ordinances. If an individual does not agree with the decisions of the Committee, the individual can appeal to the Plan Commission.
- B. Resident John Mackin appears to discuss fine issued by the Building Commissioner for demolition of a structure on Route 12 without a permit. The fine is \$2,500. He indicated he was expecting a fine but the amount is excessive. Chairman Vlieg advises that an appeal of the fine is not on the agenda. If Resident wishes to appeal the fine, he can appeal to the Board of Zoning Appeals. Discussion that Resident was previously a member of the Committee and was well aware of the ordinances requiring a permit before demolition of a structure. He indicated that he was previously on the Committee, was the most qualified member and should have been selected as the Building Commissioner.
- C. Resident Glen Clark comments on the fines for violations of the ordinances and suggests that the Town should create an Advisory Committee on Town Governance. Chairman Vlieg comments that the Town already has a Plan Commission and Town Council which provide oversight.

VII. New Business – None.

VIII. Old Business – None.

IX. Discussion – None.

X. Adjournment – Motion Lies, second Wagner, to adjourn. Motion approved. Meeting adjourned at 10:45 a.m.

Scott Vlieg
1/14/2023