

Beverly Shores Plan Commission Minutes

January 4, 2021

1. The meeting of the Beverly Shores Plan Commission was called to order at 6:34 p.m. by virtual meeting broadcast to the public on Teams software. The public had been invited by email invitation. Members of the Plan Commission: John Blackburn, Greg Brown, Joe Kapacinskis, Greg Lyman, Tom Weber, Donna Norkus and Larry Stanton, were all present through the virtual meeting platform.
2. Election of Officers. The annual election of officers took place. Nominations were accepted for President. Commissioner Norkus nominated Greg Lyman to serve as President, Commissioner Stanton seconded. There were no other nominations. A roll call vote was taken and Commissioner Lyman was unanimously elected as President. Nominations were taken for the office of Vice President. Commissioner Lyman nominated Tom Weber to serve as Vice President, Commissioner Stanton seconded. There were no other nominations. A roll call vote was taken and Commissioner Weber was unanimously elected as Vice President. Ellen Hundt continues in her role as Recording Secretary.

3. Review of previous meeting minutes.

Minutes of the December 7, 2020 meeting were reviewed. Commissioner Stanton moved to accept, seconded by Commissioner Blackburn. Roll Call vote taken, and motion passed unanimously.

4. Old Business

Members of the Building & Site Committee, Dave Wagner and John Mackin, attended the meeting to continue the discussion of possible changes to the Building Code. An extensive discussion was held on these issues:

- i. Building Permit Expiration: Proposal to change the expiration of the building permit for a house to 18 months, and 12 months for any other building permit, the time would be calculated from the date of approval and would be specified on the permit. There would be no extensions of the permit. If construction is not completed, an application would need to be filed for a new permit and the permit fee would double.
- ii. Construction work hours: Proposal to change the work hours to designated hours of 7a.m. to 6 p.m. with no work on Sundays or Saturdays of certain holiday weekends. There was also discussion concerning limiting construction on a weekday holiday during the busier months.
- iii. Maximum building height: Proposal to change the maximum height to 35 feet.

- iv. Lot Coverage: There was extensive discussion on whether to amend the Bulk Regulations to include a concept of Lot Coverage to take into account all structures on the building lots. This would include among other things: driveways, accessory structures, decks, patios and similar types of permanent structures, but not landscaping elements. Arguments were raised in favor of the proposal based not only on slope stability and general drainage, but also lot density issues.
 - v. Registration of contractors: Proposal to change contractor registration to all contractors and sub-contractors working in the town including: landscaping, tree services, all construction related contractors and any other similar type of contractor. Since some of these contractors would be smaller businesses, the Committee proposed lowering the fee to \$75 annually from the current \$300. The registrations would expire on December 31 each year. Each applicant would be required to demonstrate workers compensation insurance coverage in addition to the minimum liability insurance limits.
 - vi. Driveways: Proposal to limit the width of a driveway. Widths of 12 feet, thirteen feet and up to 16 feet were discussed, plus an apron by the garage and a wider turning range at the street. There was discussion concerning whether a driveway should be permitted at all on a steep slope, and if so, what further limitations should be imposed. There was consensus that there are certainly slopes where a driveway would not be appropriate. The Building Commissioner recommends that the surface materials should be specified: a proposal was discussed for impervious surfaces such as: concrete, asphalt, pavers and brick. The drainage options would include curbs and drywells in addition to the trench provided in the current ordinance with a minimum drainage angle to keep the drain flowing.
 - vii. Fences: Proposal to specify the materials for the fence and discuss opacity.
 - viii. Trees and clear-cutting vegetation: Consider requiring the homeowner to file a plan with the Building Commissioner if land disturbing activities are contemplated such as clear-cutting bushes or vegetation. Differentiate between invasive and non-invasive. Differentiate activities on a steep slope and the impact on dune stability. Different standards for vacant land?
5. Comprehensive Plan 2021. The Commission continued discussion on the comprehensive plan. Each Commissioner agreed to review the current comprehensive plan, research possible areas of improvement and seek input for one of three general areas: Zoning Code, Quality of Life Provisions or Commercial District and Governmental Services.
6. New Business. Building Height definition on a slope. Mark Weber, a town resident and Architect, made a presentation on changing the building height definition on slopes. He proposed a new definition which would be tied to the

existing terrain. The height would be limited by a measurement that followed the topography of the building lots. It was suggested that he make the proposal first to the Building Site Committee to get their input. No other new business was raised.

7. The next meeting date is February 1, 2021.
8. Commissioner Kapacinskas moved to adjourn the meeting; Commissioner Norkus seconded. Motion passed by unanimous roll call vote. Meeting adjourned at 8:59 pm.