

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
FEBRUARY 13, 2021**

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

Roll call:

Present: David Wagner, Chairman
Mark Lies, Secretary
Brian O'Neil
Scott Vliek
Margaret Williford
Charlie Ray, Building Commissioner
Council Liaison, S. Loeb

- I. Roll Call. There is a quorum.
- II. Title VI forms are available online for attendees.
- III. Elect Officers – Elections for officers were held. David Wagner elected as Chairman, Scott Vliek as Vice Chairman and Mark Lies as Secretary.
- IV. Minutes – Minutes of the meeting of January 16, 2021 were unanimously approved.
- V. Building Commissioner Report
Building Commissioner reports on the following topics:
 - A. List of active permits/project status
 - B. Inspections conducted in previous months
 1. 4 Pleasant – Building Commissioner reports owner has removed the roof hatch as ordered by the BZA and this Committee and has paid the penalty.
 2. 1 E. Dunes Highway – Both building permits are running out.
 3. 158 E. Ripplewater – Stop work order issued by Building Commissioner and David Wagner.
 - C. Communications from residents
 1. Questions about ordinances – Building Commissioner reports on communications from residents whether lots are buildable. He does not render an opinion and recommends that they consult with an engineer.
 2. Questions for procedures to add on or remodel - none.
 - D. New permits on the horizon.
 1. Remodel (1)
 2. New homes – (1)
 3. New construction (1)



VI. New permit applications

Building Commissioner Reports:

- A. 120 S. Montana – workshop
- B. 116 W. Fairwater – new home
- C. 123 W. Lake Front – new home
- D. Trees – 424 Myrtle, 164 E. Ripplewater, 40 S. Lake Front, removal approved.

VII. Public Comments – No public comments.

VIII. Old Business – None.

IX. Discussion

- A. 123 W. Lake Front Drive – new home. The Committee met and toured the site prior to the meeting. Owner participated in Committee meeting by telephone. Discussion regarding the driveway on the steep slope. Discussion regarding height of structure. Owner wants to place a gate at driveway entrance. Committee discussed that Beverly Shores is not a gated community and whether the gate meets the requirements for a fence. David Wagner suggested that the gate be removed from the plans and that the owner could apply later. Owner indicates that he will remove gate from the plans. The owner agreed to bring back a revised set of plan drawings. Committee agreed that owner meet all site bulk requirements and unanimously approved the site plan and the house plan.
- B. 116 W. Fairwater – new home. Architect and prospective owner participate in discussion. Committee had previously met and inspected the site on January 16, 2021. Architect Patrick Rosen, reports on extensive revisions to the site plan, including restricting the footprint of the house on the site, reducing the dimensions of the deck, eliminating disturbing the northern dune that faces the lakefront, reducing the area of the driveway, reducing excavation to eliminate having to bring in fill to the site, reducing the size of the structure by approximately 50 square feet. The Committee complimented the architect and prospective owner on the improvements to the specifications which are material. Committee discussed with prospective owner and architect potential logistical issues with stabilizing the dunes during excavation to prevent collapse. Prospective owner and architect report on various construction techniques and devices that can be used to stabilize the dunes during construction. David Wagner reports that owners must be deed holders in order to obtain the permit. Town attorney has advised that the Committee can move forward to approve the permit for the revised site plan, but if the prospective owner does not purchase the property, any new purchaser must initiate a new permit process. Motion to approve revised site plan was approved unanimously.

- X. Adjournment – Motion Lies, second Vliek, to adjourn. Motion approved unanimously. Meeting adjourned at 9:52 a.m.

A handwritten signature in black ink, appearing to be 'D. Wagner', is written over the bottom right portion of the text.