

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
SEPTEMBER 14, 2020**

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

Roll call:

Present: David Wagner, Chairman
Mark Lies, Secretary
John Mackin
Scott Vliek
Margaret Williford
Charlie Ray, Building Commissioner
Council Liaison, S. Loeb

- I. Roll Call. There is a quorum.
- II. Title VI Notification
- III. Minutes – The minutes of the meeting of August 8, 2020 were approved.
- IV. Building Commissioner Report
Building Commissioner reports on the following:
 - A. List of active permits/project status
 - B. Inspections conducted in previous months
 1. 31 S. Lake Shore County Rd.
 2. Trees
 - C. Communications from residents
 1. Questions about ordinances - none
 2. Questions for procedures to add on or remodel - none
 - D. New permits on the horizon.
 1. Remodel (2)
 2. New homes (3)
 3. New construction (1)
- IV New permit applications
 - A. 31 S. Lake Shore County Rd – shed – Building Commissioner approved
 - B. 15 W. Lake Front – remodel – Building Commissioner approved
 - C. 338 E. St. Clair – gazebo – Building Commissioner approved
 - D. Trees – 716 E. Wilson, 706 E. Rogers, 112 Neptune, 4 S. Greatwater, 2 S. Oval
- V. Public Comments - none
- VI. Old Business

A. 1 E US 12 – Commercial remodel. Building Commissioner reports on the plans for the project that have been scaled back. He is satisfied with the sizing of the project on the property. Owner was present and made a presentation about the proposed usage and tenants in the structure, as well as the proposed number and location of parking spaces. There was an extensive discussion about the ordinance requirements for parking spaces required per the square footage of the structure and a potential conflict between ordinances based on gross square footage of the structure versus usable square footage. Motion Lies, second Williford, to approve issuance of permit on conditional basis subject to owner resubmitting drawings that designate six additional parking spaces to the south of the structure on the owner's property and off of the alley. Motion approved unanimously.

B. 1 W US 12 – Goblin and Grocer parking. Discussion about the number of parking spaces. Motion Lies, second Williford, to deny the owner's application for a permit at this time because the drawings of the parking lot do not designate the number of spaces required for the square footage that must be on the owner's property. Motion passed unanimously.

VII. Discussion

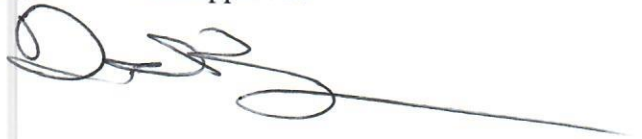
A. 716 E. Wilson – driveway. Owner's permit request to enlarge driveway was rejected by the Building Commissioner. Owners appear and discuss the plans for the driveway to allow a clear path from their home to the street. Discussion about the proposed bump-out measurements for the driveway. Owners requested to submit revised drawings. Owners will not be required to apply or pay for a new permit.

B. 11 Drexwood – Chairman Wagner reports that the roadway surface is spalling in certain areas and will have to be repaired.

C. 4 Pleasant – expansion. Building Commissioner reports that owner has presented new drawings for an addition that were not included in original drawings. The Committee will take information from owner and residents and review. Residents present concerns that the proposed addition will not comply with several ordinances, including bulk regulations for the property, height restrictions on structures, exceeds recognized building codes for structure height using timber framework, creates safety hazards for persons on the roof without fall protection and creates potential Town liability for permitting use of the roof without fall protection. Resident reports that structure is advertised by architect as "Treehouse" with roof top views of the lake. Resident reports that owner and other persons have been observed on the roof. Resident reports that use of roof as a deck can also exceed the structural load limitations for type of structure. Further discussion that minutes of Committee at time of approval of original permit indicated that owner represented that the roof would not be used as a roof deck and that stairs and roof top hatch would only be used for access to maintain roof top HVAC units. The HVAC units have now been relocated to ground level so stairwell and hatch are no longer required or approved. Committee informed that owner is going to the BZA to appeal the Committee's earlier motion to require removal of the stairs and hatch after HVAC was removed and Committee imposed fines for violation of original permit and not submitting revised drawings. The appeal is set for the BZA meeting on September 24, 2020.

D. Any other items that may concern the Committee – no further matters.

VIII. Adjournment – Motion Lies, Second Vliek to adjourn. Motion approved
unanimously. Meeting adjourned at 10:35 a.m.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.