

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
MARCH 9, 2019**

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, Pro Tem Building Commissioner
Scott Vlieg
Steve Coughlin
Charlie Ray, Building Commissioner
Council Liaison, Brian O'Neil

1. Minutes – The minutes of the February 9, 2019 meeting were reviewed and approved.
2. Building Commissioner Report
 - a. The list of outstanding permits was reviewed. New information will be needed for permits not completed.
 - b. Inspections conducted in previous months: None.
 - c. Communications received from residents.
 - i. Building Commissioner continues to receive questions from realtors, owners, and architects about buildable lots, zoning, ordinances, and procedures to build on or remodel. The inquiries are referred to the bulk regulations which will be posted.
 - d. New permits on the horizon
 - i. Remodel. New permits requested for possible remodel.
 - ii. New home Myrtle Ave and St. Claire, an architect is looking at property.
 - iii. Veselica - Architectural and landscape. Michael Ganz is Building Commissioner Pro Tem for presentation. Charlie Ray, Duneland Group, is the engineering firm and presents information on construction engineering of construction pilings. Structure meets bulk regulations. Building Commissioner requires additional drawings that show the side view of structure with more detail. Dave Wagner states more detail necessary on landscaping plan and prepare a plant survey for the BZA. The study must be presented to BZA and Committee prior to disturbance. The bridge from the road to the property cannot be installed until approval of landscape plan. Pro Tem Building Commissioner will submit questions to Charlie Ray before the next meeting. If these materials are provided as requested the permit application will be considered at the next meeting.
 - iv. Taylor – meeting contractor and Department of Health Approval. John Mackin, Pro Tem Building Commissioner represents Commission. Charlie Ray, Duneland Group, presents and discusses the original and revised design for property improvement. Discussion regarding BZA bulk

regulations. Duneland Group revised the foundation further into the dune. John Mackin states that a geotechnical engineer will be required to monitor process of installing the foundation to allow plywood to be pushed into dune to hold the dune in place while installing and compacting soil for foundation. A new plan for the process must be submitted. On April 6, 2015 a fee was paid for a permit which was rejected by the Committee and went to the BZA. A new permit must be applied for which will require the contractor and a geotechnical engineer to appear at the Committee. A geotechnical engineer will need to be present during construction to do testing of the compaction of the sand, including a nuclear test. Motion made by Lies, seconded by Vliek to defer action on permit. Motion passed unanimously.

e. New Permit Applications

i. None

f. Public Comments

- i. 329 E. Idler- owner wants to raise the roof, new flat roof will exceed 40'. Charlie Ray said the roof must be measured and if height exceeds 40' owner must go to BZA. Charlie Ray will submit comments to the BZA on exceeding the height of the roof as an alternative to seeking a variance. Questions raised regarding the data point for the height of the roof.
- ii. 49 S Oval – Michael Ganz reports that work has not started because of frozen ground. Information provided by neighbor that there may be an issue with installation of a swimming pool and the impact on the water table as well as drainage of water onto adjoining property. Charlie Ray states owner cannot put water onto neighbor's property. In addition, discussion had about noise restrictions for the pool pump. Michael Ganz states cannot install pool if it impacts the water table. The matter may have to be referred to the BZA.
- iii. 12 Broadway – owner wants to add on addition for a screen room over a dedicated but vacant alley way. There are no stamped architectural drawings for the screen porch. There need to be stamped drawings and a permit will be necessary for the contractor to perform structural or electrical work and the contractor must register with the Town.
- iv. 4 S Shore – Michael Ganz reports that it is not necessary to go to the BZA. The plan drawings for the deck have been revised based on rough drawings by Charlie Ray and will be submitted to Charlie Ray for approval.


3. Old Business

- a. House – 108 W Fairwater - General contractor needs special meeting to accommodate religious beliefs. Special meeting set for March 15, 2019 at 4 PM.

4. Discussion

- a. Forms. Charlie Ray presented discussion on proposed forms to be utilized by applicants for permits. Forms will be taken to BZA for consideration.
- b. Steep slope. Charlie Ray presented a hand drawn flow chart to describe the process of evaluating property for determining whether it is steep slope and obtaining a permit to facilitate the process. ~

- c. Discussion held on property at 1 W US 12. Drawings must be submitted for the parking lot, as built, including the lighting plan. Motion by Lies, seconded by Mackin to require Charlie Ray to contact owners and require submission of as built drawings. Motion approved unanimously.
5. Adjournment. Motion Coughlin, seconded by Mackin to adjourn meeting. Motion approved unanimously. Meeting adjourned at 11:01 a.m.

A handwritten signature in black ink, appearing to be "D. Coughlin", written over the end of the text in item 5.