

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
JANUARY 8, 2022**

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 Vlieg
Margaret Williford
Council Liaison, S. Loeb

- I. Roll Call. There is a quorum.
- II. Title VI forms are available online for attendees.
- III. Minutes – Minutes of the meeting of December 11, 2021 were unanimously approved.
- IV. Building Commissioner Report
 - A. List of active permits/project status – Building Commissioner reports that projects are moving ahead well. Building Commissioner reports that structure at southeast corner of Broadway and Route 12 is completed and will be requesting a permit for occupancy. Owners are seeking permission to install signage which will involve consideration of setbacks for Beverly Shores and the County.
 - B. Inspections conducted in previous months – Building Commissioner reports.
 - C. Communications received from residents –
 1. Questions about ordinances – Building Commissioner reports questions about scope and application of steep slope ordinances.
 2. Questions about procedures to add on or remodel – None.
 - D. New permits on the horizon
 1. Remodel – Building Commissioner reports that project at 24 Lakeshore County Road has pulled out.
 2. New homes – None.
 3. New construction – None.
- V. New Permit Applications
 - A. 20 S. Pleasant – Owner and architect appear to present. Owner seeks to remodel existing structure, enlarge deck, enlarge garage. Discussion regarding the height of structure, height of grading around structure, dimensions of new structure, dimensions of driveway, installation of

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French drains, adding of a second driveway to create a U-shaped driveway, enclosure of porch to be included in square footage. Based on the lack of information on drawings to allow Committee to consider a permit, the Building Commissioner will send a letter with the reasons for denying the permit. Motion Lies, second Vlieg, to deny request for permit because of information on drawings to allow Committee to determine whether dimensions of the original structure and the proposed addition meet the bulk ordinance requirements. Motion approved unanimously.

VI. Public Comments – None.

VII. New Business

- A. 807 S. Vera – Owners appear to discuss status of application of asphalt to entire surface of existing driveway without applying for a permit. Resurfacing a driveway requires a permit. Discussion whether owners violated ordinance and potential fine. Discussion whether the resurfaced driveway requires installation of drains. Motion Lies, second O’Neil, to consider action toward the owners regarding installation of new asphalt over existing driveway without permit or requirement for drains. Motion approved unanimously. Committee will conduct inspection of driveway prior to next Committee meeting on February 12, 2022 at 7:30 a.m.

VIII. Old Business – None.

IX. Discussion

- A. Discussion regarding use of standpipes as safety requirement for permits. Resident Mark Weber appears to discuss changes in building code last year to include driveways as structures for lot coverage and that driveways cannot be sited in a lot setback.

X. Adjournment – Motion to adjourn Lies, second O’Neil. Motion passed unanimously. Meeting adjourned at 9:42 a.m.

