

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
SPECIAL MEETING MINUTES
MAY 17, 2019**

The Committee met for a Special Meeting at 4:30 p.m. on May 17, 2019 to discuss various issues relating to the building regulations and compliance.

Roll Call:

Present: David Wagner, Chairman
Mark Lies, Secretary
John Macklin, Pro Tem Building Commissioner
Scott Vliek
Steve Coughlin
Charlie Ray, Building Commissioner
Council Liaison, Brian O'Neil

1. Roll Call. Quorum present.
2. Discussion of matters of public interest. Building Committee and Building Commissioner participated in discussion of various topics related to building regulations and compliance, including:
 - a. Grandfather clause application to property that does not meet current Bulk Regulations.
 - b. Use of public right of way by residents in front of property for parking.
 - c. Height of structure definitions and how height is determined.
 - d. Requirements for landscaping plans upon completion of projects.
 - e. Licensing of contractors and subcontractors.
3. Building Commissioner discusses methods to post regulations on website in a manner to assist users. Discussions regarding requirements for permits in a flood plain that involve DNR approval, thus far, for only one lot.
4. Further discussion about the duration of a permit from issuance to expiration. Based upon when is a project considered to start and the permit time period commences, including:
 - a. Removal of trees?
 - b. Commence construction of structure?
 - c. Other?
 - d. Questions about whether permit should require owner and contractor to complete certain tasks in stages?
5. Discussion about work scheduling during the week:
 - a. Start and finish times during the period Monday through Saturday?
 - b. Work on Sunday, what type of work and when?
6. Discussion about height of structures, what should be considered vents, chimneys, antennas? Should HVAC units be permitted on roofs: Should HVAC units be required to be hidden?
7. Discussion about how to confirm that all contractors, general contractors, subcontractors, sub-subcontractors are properly registered with the Town to ensure that they have a license, if required, a bond and insurance?
8. Discussions regarding requirements for distancing of septic fields by Town and County from wells. Currently Town is 75' and County is 50', as well as requirements for the soil and size of the drainage field area. Discussion regarding what is safe distance from a septic system to a well. Currently the Town has no application process for a septic system to renew or rebuild a septic system.

9. Discussion had regarding distance for structure within 50' from a wetland which is currently 25' and application of a grandfather clause. There was discussion about what constitutes "wetland" and the Corps of Engineers' definition.
10. Discussion had regarding road cut permits, including requirements to pay for subsequent repairs to road.
11. Discussion had regarding restoration of the dune and site after construction to be included on permit, including eliminate erosion and restore natural species.
12. Commissioner Mackin discusses creating a separate steep slope construction regulation that includes all requirements in one sector.
13. Motion Lies, second Vliek, to adjourn. Motion passed unanimously. Meeting adjourned at 6:13 p.m.

JOSNY