

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
MAY 11, 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 Vliek
Steve Coughlin
Charlie Ray, Building Commissioner
Council Liaison, Brian O'Neil

- I. Roll Call. There is a quorum.
- II. Minutes – The minutes of the April 13, 2019 meeting were approved.
- III. Building Commissioner Report
 - List of active permits/projects.
 - A. Building Commissioner presented a written schedule of all outstanding permits. Building Commissioner references a list of active permits/project status.
 - B. Inspections conducted in previous month. Building Commissioner reports on observations during inspections and status of projects.
 - C. Communications received from residents. Building Commissioner continues to receive questions from residents about requirements for buildable lots. Building Commissioner refers them to Ellen Hundt and Town website for documents on requirements.
 - D. New Permits on the horizon
- IV. New Permit Applications.
 - A. 409 E. Lake Front. Owner and contractor want to construct 20' x 30' parking area. There is no residence on the property. The improvement would also involve paving in the town right of way and also the retaining wall would be built in the property setback. In order to build the retaining wall in the setback, the BZA must approve. No action taken by Committee.
 - B. 31 S. Lake Shore County. Owner wants to install shed. The property does not meet Bulk Regulations. Building Commissioner will write letter to owner and BZA that motion to approve was denied because it doesn't meet Bulk Regulations.
 - C. 113 W. US 12. No owner representative present. Permit application not considered. All documents had been submitted and were on the shared drive.
 - D. 1 S. Oval. A drain must be installed in the driveway. Building Commissioner awaiting documentation on drain to be installed and then permit will be approved.
 - E. 15 South Shore. Building Commissioner approved permit.
 - F. 211 E. Ripplewater. Building Commissioner approved permit.

G. 417 E. Lake Front, 5 S. Pleasant, 40 S. Lake Shore County Rd., 6 E. Fairwater.
Building Commissioner approved tree removal.

V. Public Comments.

A. 4 S. Pleasant. Resident Mark Weber states property is in effect a four-story building with HVAC system on roof. He also discusses issues with how to determine height restriction for a structure to meet regulations, as well as means of egress in case of fire. Chairman Wagner responds that permit was issued by prior Committee which considered the various issues, but that Building Commissioner and Committee are closely monitoring construction.

VI. Old Business

A. 821 E. Lake Front. Building Commissioner Pro Tem Mackin reports that there are discussions about the excavation for the garage. C. Ray, Duneland Group, reports that the plans were changed to reduce the width of the structure and raise up the foundation in order to reduce the depth of the excavation of the dune necessary to install the foundation. The permit has been approved, but the Building Commissioner Pro Tem must approve the final plans for construction. The property will be viewed by the Committee on May 17, 2019 prior to the Special Meeting to be scheduled for that date.

B. 436 E. Bellevue. M. Ganz, Building Commissioner Pro Tem, reviews drawings and goes through checklist of required information prior to issuance of permit. Documents required prior to issuance of permit (a. \$25,000 bond, b. plant study for the area of the bridge at this time, c. landscape plan). Motion Lies, second Vliek, that the permit approval be considered at the next meeting subject to submission of checklist items a.-c. Motion approved unanimously.

VII. Discussion.

A. DNR wants note added to actual permits not just a checklist regarding wetland issues. Council Liaison O'Neil discusses steep slope checklist, as well as issues about height of structures and tree removal. Committee discusses scheduling a Special Meeting for May 17, 2019 at 4:30 p.m. Motion Lies, second Coughlin, to schedule Special Meeting on May 17, 2019 at 4:30 p.m. to discuss various regulations. Motion approved unanimously.

B. Adjournment. Motion Vliek, second Mackin, to adjourn. Motion approved unanimously. Meeting adjourned 10:35 a.m.

G-8-A
J. S. W.