

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
JANUARY 12, 2019**

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

Roll call:

Present: David Wagner
 Mark Lies
 John Mackin, Pro Tem Building Commissioner
 David Phelps
 Christine Pritchett
 Charlie Ray, Building Commissioner
 Council Liaison, Brian O'Neil

1. Minutes – The minutes of the October 13, October 24 special meeting, and November 10, 2018 meetup were reviewed and approved.
2. Building Commissioner Report
 - a. Building Commissioner presented a spread sheet showing status of all outstanding building permits for 2017, 2018, and 2019 and responded to Committee questions regarding such permits.
 - b. Building Commissioner reported on inspections conducted on certain property in previous months.
 - i. 5 Pleasant – Structural steel header beams installed
 - ii. 1 W US 12 – Structure has been roughed in.
 - iii. 426 East Roberts – Inspection of tree removals.
 - iv. 120 South Montana – Final inspection completed
 - v. 716 East Wilson – Electrical upgrade completed. Questions were raised whether electrical contractor properly registered.
 - vi. 4 Pleasant – Silt fence has not been installed. The dune must be stabilized. Plywood must be utilized in the road for heavy equipment. Additional tree removal addressed. Trees must be numbered to indicate those trees to be preserved and protected.
 - c. Communications received from residents.
 - i. Questions have been forthcoming from owners of property whether certain lots are buildable. Committee indicated lots must meet requirements for permitting construction.
 - d. New Permits on the horizon
 - i. Demolition
 - ii. Remodel
 - iii. New permit applications
 1. 1 W US 12 – The elevation of the parking lot areas to be confirmed with the site elevation drawings. Questions raised as to whether silt fence was in place. The septic system is being installed this week.

Questions raised regarding the size of the temporary _____ sign size. A new permit required for a permanent sign unless it is mounted on the structure. A permit will be written for a temporary sign.

2. 11 W Marne – The structural report for the remodel is adequate. A permit will be issued for the enclosed porch.
 3. 8 S Palmer – Remodel approved by Commissioners.
 4. 315 E Lakefront – A permit required for the remodel and addition. Commissioner Pro Tem Mackin reviewed the drawings which did not show certain dimensions, driveway drain, requirements for enclosure of furnace room and garage to meet life safety code for fire protection. Motion made by Lies, seconded by Wagner, to approve permit contingent on providing revised drawings to address various issues raised. Motion approved by Committee.
3. Old Business
- a. House – 108 W Fairwater - Charlie Ray presented on behalf of Duneland Group. Building Commissioner Pro Tem Mackin reviewed drawings. The geotechnical report was received from Thomas Dobrowski P.E. Commissioner Pro Tem Mackin stated he has reviewed the drawings and his questions raised at the November 10, 2018 Committee meeting have been answered. He requested that a full set of drawings be produced at the next meeting to request the permit. The building contractor must be present for the meeting to apply for the permit.

Meeting adjourned at 11:20 a.m.

 2-9-19