

**TOWN OF BEVERLY SHORES  
BUILDING SITE AND BUILDING COMMITTEE  
MEETING MINUTES  
AUGUST 10, 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

- I. Roll Call.
- II. Minutes – The minutes of the July 13, 2019 meeting were approved.
- III. Building Commissioner Report
  - A. List of active permits/project status. Building Commissioner reports on active permits/project status distributed at meeting.
  - B. Inspections conducted in previous month.
    1. 5 S. Pleasant. Michael Ganz is now the contractor for the project. Framing continues.
    2. 108 W. Fairwater – Building Commissioner Pro Tem Mackin reports on status of footings, soil compaction tests and trees cut down after storm.
    3. 315 E. Lake Front: Landscaping remains.
    4. 25 Drexwood: Final inspection completed.
  - C. Communications received from residents. No communications.
  - D. New Permits on the horizon. Building Commissioner reports on status. Demolition permit applied for at Myrtle and St. Clair residence.
- IV. New Permit Applications. A-C Building Commissioner approved permits.
- V. Public Comments. Dawn Huston, co-owner of property at 1 W US12 reports on construction of sidewalk at side of restaurant to Broadway from the side door. Sidewalk not shown on drawings. Chairman Wagner informs owner that she must go to the Town Council for approval of sidewalk on town right of way. Motion Lies, second Vlieg, to express Committee support for installation of sidewalk if approved by Town Council. Motion approved unanimously.
- VI. Old Business.
  - A. 821 E. Lake Front: John Mackin reports as Building Commissioner that he needs the drawings for the garage. Charlie Ray will drop off the drawings for review.
- VII. Discussion

- A. 11 Drexwood: Committee informed that owner removed excess sand from the excavation for parking spaces and deposited the sand in a ravine without approval. The owner will be required to manually replace the sand removed without approval by the time of the next Committee meeting on September 14 and will be assessed a penalty of \$250. On motion of Lies, second Vliek, to assess the penalty of \$250 and if the sand is not replaced by the September 14 meeting, the Committee will consider a per diem penalty if not remediated. The Building Commissioner will notify the owner of the duty to remediate.
- B. 49 Oval: The current permit expires on November 10. The Building Commissioner will send a letter to the owner to inform the owner that if the structure is not under roof by that date, that the owner must apply for an extension of the permit for three months.
- C. 1 W US 12: There was a discussion of the lights, garbage enclosure and parking regarding these items. The parking stop blocks have been returned to the original position. The owner informed the Committee regarding the changes in the lighting. Owners informed that the garbage dumpster area needs an enclosure.
- D. 11 Shore: The Committee was not informed of the current issues regarding this property and the discussion was tabled.
- E. 436 E. Bellevue: The Committee was informed that the owner has not complied with the permit by submitting the required documentation, including the plant study, and a \$25,000 bond to the Town. Motion Lies, second Vliek, to suspend the current permit for sixty days and if there is no compliance, the current permit will be revoked and the owner will have to reapply for a permit. Motion approved unanimously. Building Commissioner Pro Tem Ganz will notify owner of action.

VIII. New Items:

- A. 319 Lake Front: Owner previously removed stop orders several times and the Committee previously imposed a penalty of \$250.00. Owner requested that penalty be rescinded. Motion Vliek, second Coughlin, to deny request to rescind penalty. Motion approved unanimously.
- B. 16 E. Atwater: Owner wants to extend septic field under unused alleyway. Owner did not submit plans to the Committee. Motion Lies, second Mackin, not to give a favorable response to the Town Council. Motion approved unanimously. Owner informed that it is necessary for owner to appear before the Town Council since the request involves an alleyway.
- C. Contractor registration: Building Commissioner requested to add an item to the agenda to discuss possible reduction of contractor registration fee from \$300 to a lesser amount to encourage more registration.
- D. 4 Pleasant. Owner was previously informed that their permit expires on September 10, 2019 and that a written request must be submitted for an extension.

VIII. Adjournment. Motion by Lies, second by Vliek, to adjourn. Motion approved unanimously. Meeting adjourned at 9:45 a.m.

