

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
APRIL 10, 2021**

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 Vliek
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 February 13, 2021 were unanimously approved.

IV. Building Commissioner Report

Commissioner Wagner reports that Charlie Ray of the Duneland Group is no longer the Building Commissioner. He had to resign because of his professional commitments. It was noted that he did not charge the Town for his services as Building Commissioner. The Committee members noted his excellent services and their appreciation. He will continue to be a resource if requested. The Town Council appointed Dave Wagner as the Building Commissioner. He has requested Scott Vliek and Brian O'Neil to act as his designated and authorized representatives to assist him and they have accepted the positions.

A. List of active permits/project status – S. Vliek reports.

B. Inspections conducted in previous months

- 1. 108 W. Fairwater – S. Vliek reports three items related to safety were not complete and another inspection will be needed before an occupancy permit can be issued.

C. Communications from residents

There have been questions about contractors who have been attempting to defraud residents by offering to perform services and asking for payment in advance before performing any services. Chairman Wagner reports on NIPSCO closure of railroad crossing at Broadway for rail upgrade project. Chairman Wagner reports on potential bike trail through Town and potential location and impact.

D. New permits on the horizon.

- 1. Remodel - None
- 2. New homes – Report that there are going to be applications for four

DW

new homes.

3. New construction - None

V. New permit applications

A. 158 E. Ripplewater – Owner present for meeting. Committee informed that owner has since torn down non-compliant structure. Committee informed that owner started a fire that exceeded the approved size of open fire dimensions and created potential hazard. Motion Lies, second Vliek, to issue \$500 fine for non-compliance with permit specifications. Motion passed. Motion Lies, second Williford, to issue \$1,000 fine for fire. Motion passed. Owner has applied for permit for covered porch. Committee indicates that porch specifications are compliant. After owner pays the \$1,500 fines, the permit will be considered for approval.

VI. Public Comments

Architect P. Rosen appears on building permit application for 116 W. Fairwater. Commissioner Wagner reports that the drawings were just received and there was no time for review. Architect requests a Special Committee Meeting to approve building permit. Committee agrees to Special Meeting on April 24, 2021 at 8:30 a.m.

VII. Old Business – None.

VIII. Discussion

Committee discusses that the Town's fees for reviewing various permits for new construction or remodel do not reflect the fees that are charged by other communities and do not reflect that value of the services rendered by the Committee to conduct reviews of the specifications and surveys that the Committee is required to review as part of the review and approval process, including the construction site visits during construction and final approval. Committee discusses that there should be a review of fees charged by surrounding communities, including fees based on square footage of the house; a percentage of the value of the project; different fee structure dependent on whether the structure will be constructed on a site with or without a steep slope.

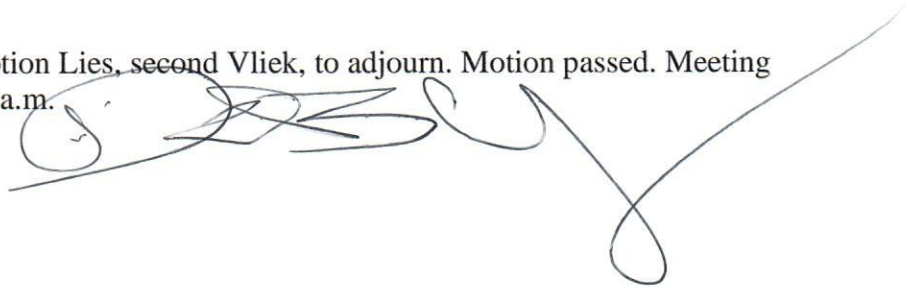
There was a discussion about whether there should be a surcharge if the site involves review of steep slope compliance. There was discussion about whether additional fees should be charged when an owner requests a final inspection and the structure is not ready for a final inspection. There was discussion about doubling permit fees when the structure is not completed within the original permit period and the owner has to submit a new permit application for review.

There was a discussion about separate fees for other permit applications for garages, small structures or driveways.

Discussion was also held on charging additional fees when a Special Committee Meeting is requested and setting criteria for when a Special Meeting should be agreed to for a meeting.

Committee will continue to consider the issue of the current fees and whether they should be increased as a revenue sources to reflect the service provided by the Committee to the applicant in the permit review process.

IX. Adjournment – Motion Lies, second Vliek, to adjourn. Motion passed. Meeting adjourned at 10:25 a.m.

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