

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
JANUARY 11, 2025**

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

Roll call:

Present: Scott Vliek, Chairman
 Brian O'Neil, Vice Chairman
 Mark Lies, Secretary
 David Wagner, Building Commissioner
 James Nolan
 Council Liaison, Matrona Malik


2/8/25

- I. Roll Call. There is a quorum.
- II. Title VI forms are available online for attendees.
- III. Minutes – Motion Lies, second O'Neil, to approve minutes of November 9, 2024.
Minutes approved.
- IV. Building Commissioner Report –
 - A. List of active permits/project status – Building Commissioner reports on status.
 - 1. 417 E. Lake Front Drive – the foundation for the structure has been poured.
 - 2. 439 St. Clair – the project is continuing, the Owner has two 90-day extensions of permit under prior ordinances.
 - 3. ~~324 Myrtle~~ – the permit has expired. Building Commissioner gave Owner a two-month extension of the permit due to a delay caused by NIPSCO work that damaged the waterline. The permit is expiring and the Owner must apply for a new permit. Under the ordinance the fee for the new permit will be doubled. Unless the fee is paid by January 15, 2025, the Building Commissioner will issue a Stop Order.
 - B. Inspections conducted in previous month – Building Commissioner reports.
 - C. Communications received from residents
 - 1. Questions about ordinances – None
 - 2. Questions about procedures to add on or remodel – Building Commissioner reports on communications from realtors on five or six lots and whether trailers can be located on property. Building Commissioner advised that trailer use not permitted.
- V. New Permit Applications – None.

VI. New Business –

- A. 302 E. Myrtle – Committee conducted site visit at 7:30 am with Project Manager. Resident appears with Project Manager, Scott Holder, Phillippe Construction. Chairman reports that property is technically in the steep slope although the structure does not impact the steep slope. Building Commissioner reports issues with the manner in which the property is staked and the location of the Presby septic system. Discussion about the topographical survey and the fact that soil borings are from 2018 and that the water table has risen since then. Chairman recommends new soil borings in three locations to confirm that soil is drainable to permit location of septic system. Discussion whether septic field should be relocated. Discussion that the topographical survey must accurately show property lines, location of trees to be removed and color coding to show slope elevations. Motion Lies, second Wagner, to table consideration of approval of site plan to allow Owner to address various issues identified by Committee. Motion approved.

VII. Old Business – None.

VIII. Public Comments – None.

IX. Discussion – Chairman advises that this is his final meeting on the Committee and that he has enjoyed working with the Committee. Building Commissioner thanks Chairman for covering his duties while the Building Commissioner was ill.

- X. Adjournment – Motion Lies, second O'Neil, to adjourn. Motion passed. Meeting adjourned at 9:19 a.m.


2/8/25