

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
MAY 9, 2026**

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

Roll call:

Present: Brian O'Neil, Chairman
 James Nolan, Vice Chairman
 Mark Lies, Secretary
 Naomi Pollock, Member (remote)
 David Wagner, Building Commissioner
 Council Liaison, Matrona Malik

- I. Roll Call. There is a quorum.
- II. Title VI forms are available online for attendees.
- III. Minutes – Motion Lies, second Wagner, to approve minutes of March 14, 2026.
Minutes approved.
- IV. Building Commissioner Report – Prior to meeting various Committee members conducted site visit at 43 Lakeshore County Road at 7:30 a.m.
 - A. List of active permits/project status – Building Commissioner reports on status.
 - 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 whether certain size lots can be developed which are less than the square footage in the ordinances. Building Commissioner advised realtors that he cannot provide any guidance until the applicant completes the documentation required under the ordinances.
- V. New Permit Applications
 - A. 43 Lakeshore County Road – Prior to meeting, Committee members conducted a site visit of the property with the Owners and General Contractor. Owner and General Contractor present for meeting. Committee discusses the location of the driveway and movement. Committee discusses soil stability and location of overdig on north side of property. Chairman reports that the structure meets the Bulk Regulations. Motion Lies, second Pollock, to approve site permit with condition that the driveway location be adjusted and approved by the Building Commissioner. Motion passed. Motion Lies, second Nolan, to approve building permit subject to approval of adjustment of driveway. Motion passed.

- B. 103 W. Leewater – Owners and General Contractor are present. Presentation to Committee on scope of project, including teardown of garage and add new garage, new bathroom and kitchen. Discussion on expansion and use of crawl space. Discussion regarding ordinance restrictions on size of garage. Owner discusses addition of a shed for storage that is separate from garage and size limitations, cannot combine with garage. Motion Lies, second Pollock, to approve building permit on condition that Owners provide Building Commissioner with several drawings showing dimensions of garage that are in compliance with square footage requirements. Owners must separately provide drawings on shed to Committee and Building Commissioner at later date. Motion approved.

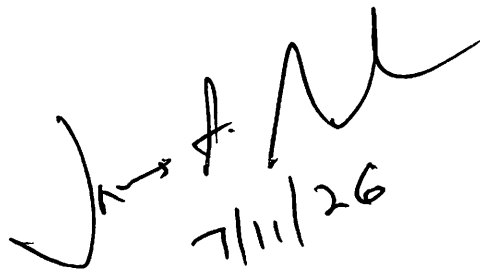
VI. New Business – None.

VII. Old Business – None.

VIII. Public Comments – None.

IX. Discussion – None.

X. Adjournment – Motion Lies, second Pollock, to adjourn. Motion passed. Meeting adjourned at 9:17 a.m.


7/11/26