

Brian O'Neil 5/10/24

**TOWN OF BEVERLY SHORES
BUILDING SITE AND BUILDING COMMITTEE
MEETING MINUTES
APRIL 13, 2024**

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

Roll call:

Present: Scott Vlieg, Chairman
Brian O'Neil, Vice Chairman
Mark Lies, Secretary
David Wagner, Building Commissioner
James Nolan
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 9, 2024 meeting. Nolan moves to amend language regarding fee and penalty against Owner of property at 527 E. Bellevue to remove language regarding penalty against Owner. Minutes approved unanimously as amended.

IV. Building Commissioner Report –

- 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 - None.
- D. New permits on the horizon – None.

V. New Permit Applications –

- A. 424 E. Myrtle – Contractor Robert White appears, Total Development Company. Permit requests removal of portion of deck and add additional square footage on structure. Discussion regarding reinforcing deck and that part of the deck is on the steep slope. Contractor agrees to remove portion of old deck to avoid impacting steep slope. The interior work is not modifying the structure, it will be updating the structure. Building Commissioner confirms that construction must stay 10' from the steep slope. Motion Lies, second Wagner, to approve building permit. Motion approved unanimously. Discussion regarding cost of fees, limitations on working hours and work on holiday weekends.

VI. New Business –

- A. 527 E. Bellevue – Jon’s Tree Service. No representative of Jon’s Tree Service is present. Discussion by Chairman Vlieg regarding potential penalties against contractor for removal of trees without permit. Vlieg reviews Town ordinance 155.064(7) regarding assessment of penalties. Vlieg confirms opinion from Town attorney that the penalty can be assessed up to \$1,000 per each tree removed without a permit. Discussion whether a fee is required when tree is within 15’ of structure and whether there can be a penalty. Vlieg reviews Town ordinances 155.604, (b)(1)(tree located within 15’ of the structure) and (b)(2)(removal of diseased tree or for imminent danger). Discussion that the tree removal permit issued post removal identifies 7 trees and that more than 7 trees were actually removed. Motion Lies, second Nolan, to approve Building Commissioner assessing penalties against Jon’s Tree Service. Motion approved unanimously. Discussion on the amount of the penalties will be deferred to the May meeting. Prior to the May meeting, the Chairman and Building Commissioner will conduct a site visit to conduct an inspection, with photographs, of the tree stumps, the number of trees removed, the location of the trees in proximity to the structure, the condition of the trees (healthy or diseased), the dimensions of the tree stumps. At the May meeting, the Committee will review the data from the site visit and determine the nature and amount of the penalties to be assessed by the Building Commissioner.

VII. Old Business – None.

VIII. Public Comments –

- A. Council Liaison, Matrona Malik, comments on spelling of Jon’s Tree Service in March 9, 2024 Minutes. Secretary agrees to amend Minutes to correct spelling.

IX. Discussion – None.

X. Adjournment – Motion Lies, second Wagner, to adjourn meeting. Motion approved unanimously. Meeting adjourned at 9:09 a.m.