

**BEVERLY SHORES  
PLAN COMMISSION  
MEETING MINUTES**

February 5, 2018

The meeting of the Beverly Shores Plan Commission was called to order at 6:30 P.M., at the Beverly Shores Administration Building. Roll call was taken. Present: Brian O'Neil, Gabrielle Bicinunas, Donna Norkus, and Tom Weber; Absent: Brian Quealy, Richard Saul and John Daraska. Also present, Town Attorney Connor Nolan.

The minutes of the Plan Commission meeting of December 4, 2017 were reviewed. Bicinunas moved and Norkus seconded approval and minutes were approved unanimously.

The commission welcomed two new members, Donna Norkus and Tom Weber.

The Commission elected a new president. Norkus moved and Weber seconded a nomination of Brian O'Neil as president. The Commission voted unanimously in favor. An appointment to the BZA was made

to keep John Daraska in that position on motion made by Bicinunas, seconded by O'Neil, and approved unanimously. O'Neil moved to appoint Tom Weber to the Capital Planning Committee, seconded by Bicinunas, and approved unanimously.

**1. Old Business**

**a. Sign Ordinance**

Attorney Nolan presented and explained the revised sign ordinance. The Commission agreed to review in the coming month and take the matter under advisement.

**b. Tree Removal Ordinance**

A public hearing was opened for the purpose of discussion concerning the revised tree removal ordinance. Attorney Nolan presented proposed changes to the Tree Removal Ordinance (Code Section 155.064). The meeting was opened for public comment.

Several town residents spoke in opposition to the revised ordinance and a written objection to the ordinance was read. Public comment period was closed. Motion by Norkus to have the Town Attorney revise the ordinance to ensure no permit is required to remove nuisance trees, dead or diseased trees, or dangerous trees on improved property

and to continue the Public Hearing to the March 5, 2018 meeting at 6:30 p.m., seconded by O'Neil, and unanimously approved.

- c. Revised Business License Forms  
Minor changes have been made to business license forms by the Town Clerk in order that they would be in the same format as other town forms. Motion made by Biciunas to accept the revised forms, second by O'Neil, and unanimously approved to recommend adoption by the Town Council at its next meeting.

- 2. New Business  
Commissioner Norkus reported that the Town Council is considering changes to the town job descriptions that will require changes to the Zoning Ordinance, specifically for the Building Commissioner. This topic will be discussed more fully at the next Plan Commission meeting.

- 3. Adjournment
  - a. The next meeting will be held on March 5, 2018
  - b. Norkus moved and Biciunas seconded adjournment of the meeting.

Beverly Shores Plan Commission

March 5, 2018

6:30 P.M.

The meeting of the Beverly Shores Plan Commission was called to order at 6:30 p.m. at the Beverly Shores Administration Building. Members of the Plan Commission are; Brian O'Neil, Gabrielle Biciunas, John Daraska, Greg Lyman, Donna Norkus, Brian Quealy, Thomas Weber. All are present.

Member B. O'Neil stated the meeting was being recorded for the purpose of the minutes. Member D. Norkus, also Town Council President advised that new Commission Member G. Lyman was the Town Council President appointment from the Plan Commission to the Board of Zoning Appeals.

Review of previous meeting minutes. Minutes were incomplete without input from Town Attorney Nolan, Weber moved to postpone approval of the minutes until the next meeting, Norkus seconded. All approved.

1. Old Business:

a. Sign Ordinance

Member B. O'Neil stated the Commission has received correspondence from Attorney Connor Nolan regarding the Sign Ordinance. The Sign Ordinance is being revised because of Supreme Court decisions related to 1<sup>st</sup> Amendment issues related to the regulation of content in local ordinances. Attorney C. Nolan reviewed the Ordinance for these issues and other issues that might need to be amended and made modifications.

The Commission had questions on some aspects of the revised ordinance including permits for permanent and temporary signs, political signs, and the 60-day limit on realtor signs, in that the real estate process often is longer than 60 days. Commission agreed that there is more work to be done on the Ordinance and all comments can be gathered and forwarded to Attorney Nolan.

b. Tree Removal Ordinance

Member B. O'Neil advised this was a continuation of the Public Hearing opened on February 5 and Attorney Nolan has made changes based on the comments made at that meeting. The permit requirement has been removed from the improved properties section. Clarifications concerning improved properties were discussed as were those for the removal of trees from unimproved properties.

It was asked if since there was a fee for the removal of trees on unimproved properties, was there any mitigation considered for the removal of these trees. There were discussions on requiring a permit on improved properties versus unimproved properties and the exceptions involved. Member Daraska advised he was in favor of a permit application without a fee. Member Daraska advised the intent of the Ordinance was to make it difficult to remove trees. He also advised that clarification and introduction be added to the improved properties section. Member Weber commented about the duplication of a tree species in the list under nuisance trees and had questions about contractor licenses and definitions.

It was clarified that a tree removal contractor was separate from construction contractor and tree removal would be considered landscaping and the tree removal contractor is not required to register if this is separate from the building construction process. In that case the tree removal would be part of the building permit.

There were comments about fines and when they might be waived and clarification when waivers were permitted.

The question of fees was brought up and if there should be fees for any tree removal and the various tree removals that are fee exempt, and these removals were listed, which suggested there were no fees for tree removals. It was commented that there was no fee for removal on improved land and the only fees for unimproved land would be included with building permit fees, which is \$50 for the removal of up to ten trees during construction. There might be fees related to the removal of trees from unimproved properties if someone wanted to remove trees unrelated to a building permit.

Member B. O'Neil opened the meeting to public comments and Jim Mello and Camille Cribaro-Mello of 348 E Bellevue asked if a tree meets the conditions for removal under the Ordinance for removal, either diseased or a hazard, and is done with a permit is there a fee. Member B. O'Neil advised this is what they were still discussing at this time. The audience member asked if the tree were identified by certified arborist as diseased does this require a permit and is there a fee. Member B. O'Neil advised this would be under the listed exceptions that would need a permit but no fee. The audience member also asked if trees are damaged in a storm would a permit and fee be required. Member B. O'Neil advised that based on current discussions these would fall under the situation where the tree could be removed and a permit could be obtained within 5 days after the removal of the tree and no fee would be required. This same person asked if a certified arborist determined that a tree needs to be removed because of a danger to property how long do they have to wait for the permit to be issued. The Commission advised there is no

language currently in the Ordinance on whether the clerk can issue the permit or if it must go before the building committee. This has not yet been decided. The member advised if there is imminent danger to person or property the street commissioner, Town Marshall, can be contacted for removal, if no imminent danger then an arborist is contacted.

Mr. Mello again asked if they had to wait for a permit to be issued, how long the wait is. Member B. O'Neil advised the current version of the Ordinance has the building committee making this decision and they meet once a month. The audience member was concerned that he would have to wait a month to remove a tree from improved property. Commission advised no permit was required on improved property except as listed and in the case of diseased tree a permit is required but doesn't involve a delay. Mr. Mello continued to express concerns about a delay in issuing a permit and he felt there should be an expedited process for a homeowner to remove a tree. Member B. O'Neil advised they would consider these concerns.

Mr. Mello also expressed a concern that a Commission Member made the comment that the purpose of the Ordinance was to make the removal of trees difficult. Commission member Lyman stated that the purpose was to protect trees since trees are important to the community. Mr. Mello stated that if someone does remove a tree they should be required to replace it with a seedling or sapling and he has done this quite often and has planted numerous trees over the years.

Clerk Treasurer Ellen Hundt, who was in attendance as an audience member, suggested that instead of a fee, maybe just have the arborists register with the Town and be vetted by the building committee and then this company or arborist would be empowered by the building and site committee to make these decisions.

Member B. O'Neil advised the information would be forwarded to Attorney Nolan and it was already stated that the requirement for a permit was removed for improved property. As far as the exceptions that are listed it should be left to a certified arborist to say that a tree has to be removed and the appropriate documentation left with the homeowner. There were suggestions to simplify the process so there were fewer obstacles for removal of trees on their property.

Member D. Norkus made the motion to continue the Public Hearing to the next meeting, seconded by Member G. Biciunas, motion approved by unanimous voice vote.

## 2. New Business:

### Property Petitions

Member B. O'Neil advised that a property owner is looking to split his 7-lot property into 2 parcels with one having 4 lots and the other having 3 lots. Each property would be buildable and would meet the requirements of the Ordinances, including setbacks, minimum size, and frontage. Member B. O'Neil advised he would check with Attorney Nolan for any requirements and procedures related to this request and present the information to the Commission Members on whether this is an allowable action. It was discussed that there was definitions for minor and major subdivisions in the Ordinance and this might be a minor subdivision, or meet the exemptions from subdivision. Member B. O'Neil advised that he would like to confer with Attorney Nolan to make sure that no other procedures need to be followed before final approval.

Member B. O'Neil advised a second petition involved two property owners who are neighbors that want to do a land swap. He showed to Commission a site plan and documentation regarding this petition. He advised he would submit this information to Attorney Nolan for review and advice on procedures that need to be followed. Mr. O'Neil will report back to the commission at the next meeting.

### Building Committee Makeup

Member D. Norkus explained that the Town Council is considering modifying the makeup of the Building and Building Site Committee to include five members which may or may not include the Building Commissioner, instead of requiring the Building Commissioner to be one of the five members. The Town Council is also considering establishing a separate part-time position of code enforcement officer to relieve the Building Commissioner of some of those duties. Member B. O'Neil advised these changes would require an amendment to the Ordinance which would involve a Public Hearing. Notes on these changes have been provided to the Town Attorney who will present a draft modified ordinance at the next meeting.

Member D. Norkus made the motion to adjourn, seconded by Member G. Biciunas.

Meeting adjourned at 8:30 pm.

Beverly Shores Plan Commission

May 7, 2018

6:30 P.M.

The meeting of the Beverly Shores Plan Commission was called to order at 6:30 p.m. at the Beverly Shores Community House. Members of the Plan Commission present are; Brian O'Neil, Gabrielle Biciunas, Greg Lyman, Donna Norkus, John Daraska, and Thomas Weber. Brian Quealy was absent. Attorney Connor Nolan was also present.

Member B. O'Neil stated the meeting was being recorded for the purpose of the minutes.

Review of previous meeting minutes. Minutes of the April 2, 2018 were not ready to be reviewed and so will be reviewed at the June meeting. Minutes from the meeting held on February 6, 2017, which had never been officially approved, were reviewed and approved to be given to Town Clerk/Treasurer Hundt to enter into the town files. Daraska moved to accept, Biciunas seconded. All approved.

1. Old Business:

- a. Public Hearing for Ordinance 2018-03 regarding the qualifications of the Building Commissioner and the make-up of the Building Committee

Commissioner Weber moved to open the public hearing, Norkus seconded.

The meeting was opened to public comments.

*Christine Pritchett* submitted a list of questions for the Building Committee. Topics raised included whether the temporary Building Commissioner assigned in cases of conflicts of interest would be compensated for time spent in the role; who would choose the temporary commissioner; if an outside consultant were chosen for BC, how would they be compensated; how would tie votes on the committee resolved.

*David Wagner* commented on several of the issues raised by Ms. Pritchett. *David Phelps (115 Stillwater)* commented on several of the issues raised by Ms. Pritchett.

The public comments were considered in the Plan Commission's actions on the ordinance.

The public hearing was closed.

Commissioner Lyman moved that the proposed ordinance 2018-03 be approved as written, with the exception of a change in Section 155.025(C)(4),

to allow the Town Council, in addition to the Building Committee, to appoint a temporary Building Commissioner, and forwarded to the Town Council with a favorable recommendation. Norkus seconded. All present voted in favor. Motion passed.

b. Sign Ordinance

The Commission still had questions on some aspects of the revised ordinance and agreed that there is more work to be done on the Ordinance. Comments will be forwarded to Attorney Nolan for discussion at the next meeting.

Town Clerk/Treasurer Hundt who was in attendance as an audience member, reminded the Commission that the sign ordinance will require a change to the permit application prior to adoption.

2. No new business was discussed.

Commissioner Lyman moved to close the meeting, Biciunas seconded. The meeting was adjourned at 8:30 pm.

Next meeting will be June 4, 2018 at the Admin Building.



## Beverly Shores Plan Commission Minutes

June 4, 2018

6:30 P.M.

The meeting of the Beverly Shores Plan Commission was called to order at 6:30 p.m. at the Beverly Shores Administration Building. Members of the Plan Commission present were Brian O'Neil, Gabrielle Biciunas, Greg Lyman, Donna Norkus, John Daraska, Thomas Weber, and Brian Quealy. Attorney Connor Nolan was also present.

Member B. O'Neil stated the meeting was being recorded for the purpose of the minutes.

Review of previous meeting minutes. Minutes of the May 7, 2018 meeting were reviewed. Lyman moved to accept with one modification (cross out the note stating the April minutes were reviewed), Weber seconded. All approved. The minutes from the April 2, 2018 plan commission meeting were reviewed. Weber moved to accept the minutes, Biciunas seconded. All approved.

### 1. Old Business:

#### a. Sign Ordinance

The Commission reviewed and discussed the proposed revised ordinance and provided modifications to Attorney Nolan to incorporate before the next meeting at which time the ordinance will be reviewed again.

### 2. No new business was discussed.

Commissioner Lyman moved to close the meeting, Norkus seconded. The meeting was adjourned at 8:00 pm.

Next meeting will be July 2, 2018 at the Admin Building.

## Beverly Shores Plan Commission Minutes

August 6, 2018

6:30 P.M.

1. The meeting of the Beverly Shores Plan Commission was called to order at 6:30 p.m. at the Beverly Shores Administration Building. Members of the Plan Commission present were Brian O'Neil, Gabrielle Biciunas, Greg Lyman, Donna Norkus, John Daraska, Thomas Weber, and Brian Quealy. Attorney Connor Nolan was not in attendance.
2. Review of previous meeting minutes. Minutes of the July 2, 2018 meeting were reviewed. Commissioner Biciunas moved to accept, Norkus seconded. Motion passed.
3. Public Hearing for the Revised Sign Ordinance 2018-06
  - a. Commissioner Weber moved to open the public hearing, Commissioner Lyman seconded. Motion passed.
  - b. Revised draft ordinance was discussed and modifications recommended. A sentence referring to size limits on temporary signs in Section 3 (B) was determined to have been inserted in error and so was deleted. The words "or Code Enforcement Officer" were inserted after the words "Building Commissioner" in six places in Section 6(D).
  - c. Public Comment
    - i. Peg Oberle of 106 Lakefront asked to have a general explanation of the reason for the change in the sign ordinance. Commissioner Lyman explained that the US Supreme Court handed down a decision ruling that governmental bodies may not restrict the content of signs or be in violation of First Amendment free speech rights. The sign ordinance revisions also reflect changes in Indiana law. The Town Attorneys revised the ordinance to accomplish that and the Plan Commission took the opportunity to review and modify some other portions of the ordinance. Ms. Oberle asked if the size limitations on signs in the commercial district had been changed and the Commission said that the maximum size of a single sign had been changed from 50 square feet to 36 square feet. Ms. Oberle thanked the Commission.
  - d. Commissioner Norkus moved to close the public hearing. Commissioner Weber seconded. Motion passed.
  - e. Commissioner Weber moved that the Sign Ordinance 2018-06, as amended, be forwarded to the Town Council with a favorable

recommendation for approval. Commissioner Lyman seconded. Motion passed.

4. New Business

- a. No new business for this meeting
  - b. Commissioner Lyman recommended that the Plan Commission begin to review the Town Comprehensive Plan that is required to be reviewed and updated, as necessary, every five years. The last review was in 2012. Resident Oberle suggested that during previous Comprehensive Plan reviews, surveys were sent out to town residents for their input and she asked that the Commission consider that again this time.
5. It was determined to cancel the September meeting as it is scheduled to occur on September 3 which is the Labor Day holiday. The next meeting of the Plan Commission will be on Monday, October 1, 2018 at 6:30 at the town Admin Building.
6. Commissioner Lyman moved to close the meeting. Commissioner Quealy seconded. Motion passed. Meeting adjourned at 7:10pm.

**Beverly Shores Building and Site Committee**  
**Meeting Minutes**  
**September 8, 2018**

The meeting was called to order at 8:30am at the Administration Building

**Roll Call:**

**Present: David Wagner, John Mackin, David Phelps, Mark Lies, Council Liaison  
Brian O'Neil**

**Not Present: Christine Pritchett, Building Commissioner Charlie Ray**

**1. Minutes**

The Minutes of the June, July and August 2018 meetings were reviewed. One change was made to the August minutes then David Phelps moved and John Mackin seconded a motion to approve all three month's minutes. Motion passed unanimously.

**2. Building Commissioner Report**

- a. The building commissioner was absent (planned) from this meeting so the report had been submitted to the shared site for members to review before the meeting.
- b. List of active permits was reviewed. Committee member Wagner read from the list of projects.
  - i. 5 Pleasant project is underway. One neighbor complained about tree cutting, but the action was in accordance with the permit.
  - ii. A pool permit application was submitted for 1 W Marne, though the project had already started. There was discussion of whether a fine should be assessed. Phelps moved that the issue be tabled until the building commissioner is present; Lies seconded. Motion approved unanimously.
  - iii. 1 W Dunes Highway restaurant construction continues. Committee member Wagner and BC Ray have been visiting the site regularly to follow progress and ensure compliance with the permit. There had been some issues with the installation and placement of silt fences that have been resolved. The west end of the property where the septic system is to be located has yet to be cleared.
- c. Building commissioner-submitted report listed inspections completed in the past month.
- d. The building commissioner has not received written communication in the past month.

**3. New Business**

436 Charing/Bellevue (Vesilica) Property. The property owner filed an Application for Residential/Commercial Driveway Permit on 9/5/2018 for the project that had previously been rejected due to impacts to wetlands and construction within wetland setbacks. The applicant petitioned the BZA which

issued a special wetland permit allowing the applicant to construct a bridge, driveway and retaining walls to be built within 25 feet of the wetland, with conditions.

Committee member Phelps suggested tabling this decision until a temporary building commissioner can be assigned due to the involvement of Duneland Group in the design of the project.

The owner stated that to complete the required geotechnical report for the house, he has to build the bridge and driveway to access the house lot with equipment. The committee questioned whether the driveway ordinance allows installation of the driveway without an approved house permit. The answer to this question was unclear. It was determined that construction of the driveway could not move forward before completion of geotechnical test borings for the driveway bridge piers and an explanation of the construction technique, so the applicant was directed to have the borings done and to submit the results prior to the next meeting, by which time a temporary building commissioner will have been assigned.

4 Pleasant Property (Previously approved permit B18-07). This permit application was approved on April 20, issued on April 25, 2018, and construction activities have not been started, beyond the clearing of trees and undergrowth and grading completed to allow access to the interior of the site for surveying. By ordinance 155.059(B), construction is required to begin within 3 months of issuance of the permit. The building commissioner had been directed in the August meeting, to write a letter to the property owner to tell them of the revocation of the permit, but to pass it by the town attorney for advice first. The town attorney responded with written opinion that the Committee could interpret the ordinances two ways. The attorney's opinion was discussed, then committee member Mackin moved to send the letter to the property owner to inform them that their permit is revoked and they need to reapply for a building permit or request an extension of the previous permit at an upcoming meeting. The motion was amended to notify the owners that they are responsible for stabilizing the dune if the project is not going to move forward; Wagner seconded. The committee requested that the Town Council liaison contact the Building Commissioner to direct him to send the letter to the property owners. Motion passed unanimously.

108 W Fairwater Property (previously presented as 105 W Lakefront). Project was previously presented for discussion and feasibility at the July 2018 meeting. At that time, the plans were to provide street parking with stairway access or funicular to the house. The owner and architect presented preliminary plans to put in a driveway instead and requested the committee's opinion on the idea. This was not a formal permit application submittal.

There was discussion of the difficulties of living with such a steep driveway in the dunes. Sidewalls along the driveway were to be a maximum of 4 feet high. The

driveway will be constructed on a steep slope and would have to meet the steep slope ordinance requirements. It was also pointed out that Duneland Group is involved in the design of the project, so a temporary building commissioner would have to be assigned for this project, once the building permit application was ready to be presented. It is likely that the permit application will be rejected and then forwarded to the BZA for a variance because some of the construction work will be within the steep slope and within the side yard setback. If the driveway is moved out of the setback, the BZA variance may be able to be avoided.

409 Roberts, Shed. An approved shed was constructed, but not in the approved location. The shed was constructed within the front property setback and is not able to be moved without significant impact to trees or steep slope. Committee member Wagner will inform the property owners that they either must remove the shed or petition the BZA to allow them to leave the shed where it is.

#### 4. Old Business

Building Commissioner conflicts. The committee stated that the Town Council needs to address the conflict issue and settle it. The committee's comments include:

- The committee is uncomfortable considering permit applications without direct input of the commissioner's direction and advice.
- The building commissioner (temporary or full time) needs to be at the public meeting to answer questions from the committee and the public.
- The temporary building commissioner needs the permit application and plans well before the committee meeting at which they are to be discussed to present his/her opinion of the plans.
- The temporary building commissioner should follow the project from beginning through construction to issuance of the occupancy permit.
- Currently, there are three projects in town on which Duneland is involved. One active and two upcoming.
- A resolution of the issue must be reached to prevent delays to projects and to provide service to applicants that they expect to receive.

Committee member Phelps moved to direct the Town Council liaison to bring the issue of conflicts of interest that arise with the current building commissioner to the Town Council and come to a resolution, and that the Town Council should clarify the procedure for naming a temporary Building Commissioner on projects for which conflicts occur. Lies seconded and the motion passed unanimously. Liaison O'Neil said that he would bring the issue before the Town Council.

Steep Slope Ordinance. Committee member Mackin discussed his progress on the analysis of the steep slope ordinances. Committee member Phelps suggested that the committee request a special meeting to discuss the steep slope ordinances, perhaps with the Plan Commission since that is the body that would have to re-write the ordinances if

that was determined to be necessary. Liaison O'Neil recommended that this meeting be held after the next committee meeting in October.

David Phelps moved to adjourn; Mackin seconded. Motion passed unanimously.

Meeting adjourned at 10:16 am.

Next meeting will be at the Admin Building on Saturday, October 13, 2018 at 8:30 am.

## Beverly Shores Plan Commission Minutes

October 1, 2018

6:30 P.M.

1. The meeting of the Beverly Shores Plan Commission was called to order at 6:30 p.m. at the Beverly Shores Administration Building. Members of the Plan Commission present were Brian O'Neil, Gabrielle Biciunas, Greg Lyman, Donna Norkus, John Daraska, Thomas Weber, and Brian Quealy. Attorney Connor Nolan was not in attendance.
2. Review of previous meeting minutes. Minutes of the August 6, 2018 meeting were reviewed. Commissioner Norkus moved to accept, Weber seconded. Motion passed.
3. Old Business  
None
4. New Business
  - a. Review of Sign Permit Application Forms
    - a. Temporary Sign Permit Application Form  
Modifications were suggested. There is no consideration of temporary signs in the Commercial District. It was suggested that the applicability of the temporary sign ordinance to the Commercial District be considered. A note should be added to the form: **"Permit is only required if applying for more than one sign"**; and **"Permit not required for any temporary sign during the election period (60 days before and 7 days after applicable election)"**. Add **"RESIDENTIAL DISTRICT"** to the title of the application.
    - b. Permanent Sign Permit Application Form  
Modifications were suggested. Under the application title, change sentence to **"(For 4<sup>th</sup> sign (permitted home occupation only), or banner up to 4 SF)"**. Change Size of Sign line to **"(Accessory residential sign can be no larger than 4 SF; commercial aggregate size limit of 100 SF with no individual sign > 36 SF)"**:  
Commissioner Lyman moved that both applications be approved with modifications and sent to Town Clerk/Treasurer for implementation. Biciunas seconded. Motion passed.
  - b. Review of Contractor Registration Form
    - a. Form was found to need more work. Will send back to Building Commissioner for input for later review.



c. Comprehensive Plan Discussion

Much discussion of the procedures followed in the past to review the Comprehensive Plan. In general, the following steps were followed;

1. PC discussed in general what had changed in town since the last review.
2. PC sought input from groups in town.
3. A survey was devised and sent to residents.
4. Survey input was received and considered.
5. PC split into groups to work on specifics.

PC decided it would be prudent to use the same general format as previous Plan. The Plan should include more visuals (maps).

Ideas discussed included:

- connect to sanitary sewer system for commercial district;
- review septic system ordinances;
- strengthen the connection between 20,000 SF lot size and septic systems;
- review tree preservation and steep slope ordinances;
- maintenance of unoccupied lots;
- beach protection and replenishment;
- impacts and opportunities associated with Michigan City power plant closure;
- coordination with the NPS; and
- social trails.

Potential timeline was discussed. This project will take several years, based on past efforts. Results of 2020 Census will be needed to finalize numbers in the Plan. Tentative schedule could be as follows:

2019 – General ideas discussions

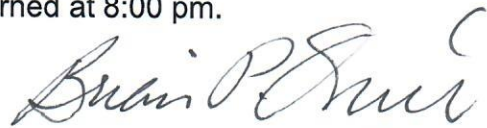
2019-2021 – Public input

2021 – Draft Plan and incorporate census data

2022 – Comprehensive Plan production

It was suggested that the Town Clerk/Treasurer set up a shared drive for members of the Plan Commission to save and share documents for consideration.

5. Commissioner Norkus moved to close the meeting. Commissioner Lyman seconded. Motion passed. Meeting adjourned at 8:00 pm.

  
Plan Commission President

## Beverly Shores Plan Commission Minutes

November 5, 2018

6:30 P.M.

1. The meeting of the Beverly Shores Plan Commission was called to order at 6:30 p.m. at the Beverly Shores Community House. Members of the Plan Commission present were Brian O'Neil, Gabrielle Biciunas, Donna Norkus, John Daraska, Thomas Weber, and Brian Quealy. Member Greg Lyman and Attorney Connor Nolan were not in attendance.
2. Review of previous meeting minutes. Minutes of the October 1, 2018 meeting were reviewed. Commissioner Norkus moved to accept, Biciunas seconded. Motion passed.
3. Old Business
  - a. Comprehensive Plan Discussion

The Commission asked for suggestions from the residents in attendance, John Blackburn and Larry Stanton. Their suggestions included: conducting a review of ordinances to ensure they meet the intention of the Comprehensive Plan; review the steep slope ordinance in particular; consider sanitary sewers along Highway 12; consider the impacts of the Double-Track NICTD project on BS commuter parking lot and town properties; consider the idea of making Highway 12 a scenic drive (restricting truck traffic).

Commission discussion of ideas for moving forward with the review of the CP included:

Updating the Statement of Purpose, consider strengthening language regarding why BS wants to keep development low density.

Include GIS maps of town with layers for environmental assets (wetlands, flood plains, T&E species habitats, etc.) that are available through government data and ESRI.

Team up with Dune Acres and Ogden Dunes to utilize their experiences in ordinance development.

Consider teaming with other entities to help remediate shoreline erosion (NPS, Michigan City, USACOE). Investigate political means to obtain funding to combat shoreline erosion (Senator Tallian, Vice President Pence).

Find the "Frankel Report" that was done in 1978.

Contact Ed Kleese to help with the town history section to see it could be updated or enhanced by the work that Ed and others have done in collecting town history over the past few years.

Review the Weaver-Boos report on groundwater protection.

Action Items:

By next meeting, all to review the comprehensive plan to pick 2 or 3 items of special interest each commissioner would like to concentrate on.

Next meeting, assign areas of interest to pairs or groups of commissioners to dig into more deeply.

From previous meeting: ask Town Clerk/Treasurer set up a shared drive for members of the Plan Commission to save and share documents.

4. Commissioner Norkus moved to close the meeting; Quealy seconded. Motion passed. Meeting adjourned at 7:35 pm.