

LONG BEACH BUILDING COMMISSION MEETING

APRIL 14, 2023

Call to Order by: Larry Wall at 1:03pm:

Roll Call: ☒ Larry Wall
 ☒ Robert Lemay
 ☒ Peter Byvoets
 _____ John Kocher
 _____ Ken Klausner
 ☒ Joy Schmitt
 ☒ Joe Jogmen
 ☒ Lou Mellen

Approval of minutes from previous meeting:

March regular meeting minutes acceptance

Motion: Bob Lemay

Second: Joy Schmitt

Vote: Yay 5 Nay _____ Abstain _____ extensions

Commissioners report:

1. Report/spreadsheets/data – March
 - i. 23 permits with construction costs of \$557,939.00
 - ii. Fees \$6,657.00
2. Received 176 calls on permits and/or information requests.
3. Received, responded to, and sent 452 emails.
4. Attended a 2 day Federal & State MS4 Certified Inspector training.
 - a. Completed the Federal & State MS4 certification exam.
 - b. Became certified as a Federal & State MS4 inspector.
5. Completed collaborative effort to submit the required MS4 permit for the Town of Long Beach.
6. Completed 67 site visits & 18 inspections.

7. Building permit requirements

See attached requirements from the building commission.

8. Fine structure

All building department fines should start at \$500.00. With no permit and no contractor registration the homeowner/contractor will each be fined \$500.00. The building department will recommend to the APC this requirement. Pete will also put together a list of all fines.

9. 1302 Lake Shore Drive

House destroyed by fire-new home to match existing will be built onsite.

MOTION

Homeowner wishes to rebuild same house. With no changes to permit an extension has been given to homeowner. A motion was made to approve.

1st ☒ Bob Lemay

2nd ☒ Joy Schmitt

Roll Call: ☒ Joe Jogmen

☐ Robert Lemay

☐ Peter Byvoets

☐ Lou Mellen

☐ John Kocher

☒ Joy Schmitt

☐ Ken Klausner

☒ Lawrence P. Wall

OLD BUSINESS

10. Beach stairs

- a. Letter must go out.

11. MS4 requirements

- a. Draft ordinance from Reggie
- b. Completed the Town of Long Beach Storm water permit application and filed before the deadline of 4/1.
- c. Working with Reggie on public outreach for the town.
Our ordinance states you have to conform to MS4 requirements.

12. Coastal resiliency Groups

Zoom meeting set up for 5/5. Will find out what they plan on helping us with.

13. Building Department Software

The contract was approved, software will be purchased, and we will move toward implementation.

14. Solar ordinance

Ken has completed his research and has a draft ordinance ready to go. Waiting for Fire Department input. Will move on if we don't hear anything soon.

15. 1612 Indianapolis

Have not received the consolidated permit yet. The property owner's attorney was unavailable, and a meeting will be set when he returns.

16. Captain's Walk property

a. Land Disturbance permit.

Proper MS4 permits.

1. NOI is needed – must be filed and approved by the IDEM.
2. Storm Water Pollution Prevention (SWPPP) is needed – must be submitted and approved by the IDEM
3. Wetland delineation will be needed.
4. Once the above items are received the Town will review the permits and plans. Some of these items are complete but we need more time to review them.

17. 2803 Lyndale

We need a proper site plan showing 30' setback from Brentwood side.

18. 2924 Loma Portal

Waiting on correct information. Once received will be discussed at next meeting.

19. 2317 Hazeltine

Received BZA approval. Information has been received and is complete. Permit applied for was approved for demolition. Permit has been approved.

20. 2801 Brentwood

Remove and replace deck and stairs.

Roof over deck. Question on adding roof over a deck that may be encroaching into the setback. Owner can modify their plans with setback and volume. If not, they will need to go to the BZA.

21. 1517 LSD

Land Disturbance permit

Need current topographic survey for any change in topography. Motion was made to table this discussion. All approved. Chris, Larry and Lou will plan to get together to discuss further details and get resolved.

NEW BUSINESS

22. Shoreland Hills

Would like a Porta-a-Potty with enclosure around it. They need to go to the BZA.

23. 1608 Nichols Court – decking and stairs.

The proposed preferred layout will increase the area that encroaches into the setback.

(2) sets of stairs. Remove and replace existing stairs. Anything new to not be in setback.

Will provide us with correct drawings.

MOTION

Homeowner will give us correct drawings of the stairs next week. Once received permit can be approved.

1st ☒ Larry Wall

2nd ☒ Pete Byvoets

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24. 2309 Foxdale

Permit approved.

25. 2020 Bellevire fence

Permit approved.

26. 2003 Idlewood

Whole house renovation, add second floor.

Need septic permit and 33' elevation height.

27. 1300 LSD – remove concrete at esplanade. We cannot give permission to remove the portion that's in the MC area.

28. 2907 Belle Plaine

Remove and replace. No change in coverage. Permit approved.

29. Stop 16

Repair and replace boardwalk/bench. Work to be done by residents of stop 16.

30. Stop 19

Repair and replace and adding a bench. Enlarging existing concrete pad. All within town property.

31. Stop 29

Repair of existing walkway, stairway. Shoring up what is there already. More extensive work to be done next year and the following year. Lou will go down and check on stops.

32. 3007 Moore Road

Permit appears to be approvable but a very strange application. Not clear.
Interior work.

33. 2205 Hoveland

Decking is fine.

Is the staircase new? If so, we would need coverage calculations. Need to check with Big 4 Construction.

34. 2303 Hazeltine – New 3 season room

- a. Need site plan with setbacks and coverage calculations.
- b. Is this also a new septic?

35. 2513 LSD

Remove and replace dormer trim that was damaged by rodents.
Permit has been approved.

36. 1922 LSD

Fence

Fence is at front of lot on LSD...proposed fence @ 6' high-allowable fence height is 4' 154.055.B which states.

- i. All fences located between the building line or the front building foundation line and the front property line abutting the street or place shall not exceed four feet in height nor be greater than 12 inches in thickness/width.

Larry will send another denial out to the homeowners. They can reach out to the BZA.

PUBLIC COMMENTS: No comments.

Next meeting scheduled for May 12, 2023 @ 1:00pm

Adjournment: Motion Bob Lemay

Second Joy Schmitt

Yay_5_ Nay ____


Meeting adjourned at _2:50_ PM

Town of Long Beach
Building Commission
Building Permit Requirements

All building permit applications must conform to the requirements of the Town of Long Beach Ordinances which are available online @ longbeachin.org.

In keeping with, or in addition to, the requirements of those ordinances, the following guidelines are mandatory

1. It is the applicants responsibility to understand and conform to the ordinances under which they are applying for a permit.
2. Building Commission meetings are held on the 2nd Friday of each month @ 1:00 pm in the council chambers.
3. Permit applications must be received by the Friday before the meeting to be considered and reviewed at the meeting.
4. All contractors must be registered, this includes landscape and arborist contractors.
5. Permit applications must be filled out LEGIBLY.
6. Permit applications must be signed by the owner or owner's legally eligible agent.
7. Permit applications must be received by the Friday before the meeting in order to be considered and reviewed at the meeting.
8. To be considered, permit applications must be complete and include but not limited to the following.
 - a. A legible permit application
 - b. Applicants email MUST be included with all applications.
 - i. Permit notification, information and communications will take place through email.
 - c. The appropriate fee must be paid.

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- d. Legible drawings must be received in both hard copy and PDF form.
 - e. A LEGIBLE site plan with coverage calculations must be included for any permit which increases the footprint of any item on the property. This includes landscaping.
9. If a permit is approved the applicant will be notified by email. The applicant/permit holder is responsible for calling the building inspector and setting up a pre-construction meeting. The building inspector will bring a hard copy of the permit to that meeting.
 10. Inspections are mandatory. The applicant is responsible for setting up inspections with the building inspector.
 11. Please read and understand the ordinances. The building commission cannot approve permits that do not conform to the ordinances.