

**MINUTES  
ADVISORY PLAN COMMISSION  
LONG BEACH, IN  
July 12, 2012  
7:00 P.M.**

A meeting of the Advisory Plan Commission of the Town of Long Beach was called to order at 7:00 P.M. on July 12, 2012 by Mr. Peter Byvoets. The following were in attendance at the meeting: Pat McDonald, Robert Angelo, Peter Byvoets, Kathleen Geraghty, Allen Hill and Nick Landers. Approximately 4 residents were in attendance.

Peter Byvoets delivered opening remarks on agenda and workshop process and led the discussion on the planned agenda items along with 30 day rental issue. See agenda for detail

**1. Permit issuance**

- Increase police observation of construction and posted permits for enforcement, confirm that is within their scope
  - BA to check with police commissioner
  - PB to check with attorney
- Consider MC licensing as a requirement to build in LB

K Geraghty Motion to proceed with Atty. Lukmann to clarify Roles and responsibilities of all parties (Town Council, APC, Building Commission, Building Commissioner, Town Clerk, Building Inspector) in the permit issuance process and engineering firm to recommend permit issuance and contractor licensing process and administration. PM second. Commission voted 6-0 in favor.

**1. Procedural issues**

PB Motion to proceed with engineering firm to define the elements listed as implementable procedures. KG second. Commission voted in favor 6-0.

**2. Engineering Firm**

PB motion to hire Haas as Town's engineering firm. PM second. Commission voted 6-0 in favor.

**3. Monthly Enforcement Report**

PB Motion to have respective commission present Monthly Enforcement Report in Town Council meeting. KG second. Commission voted 6-0 in favor.

**4. Resolution 301**

N Landers motion to re-write Resolution 301 as an Ordinance include language as presented in the agenda topics. ---namely, more protection for homeowner. slanguage by attorney, engaging engineering. BA second

### **5. Comprehensive Plan**

- APC to take next 3 weeks to review strawman and provide input
- APC to review draft survey and provide input August 2

### **6. 30 Day Rental**

- Commission reviewed the draft ordinance provided by Atty. Thorne for 30 day rental.
- NL motion to proceed with attorney to finalize the ordinance. KG second. Commission voted 6-0 in favor to forward to Atty. Thorne for draft with following recommendation
  - Committee recommended that stepped fines be added to the ordinance for repeat and continuing violations.

Committee recommend that a clear procedure for police for police to routinely check suspect rental properties and that a monitoring and enforcement process be developed but no assignment was made. Monthly enforcement report to be prepared in format presented.

The meeting was adjourned at 9:15 P.M.

Respectfully submitted,

By: \_\_\_\_\_  
Kathleen Geraghty