

**MINUTES
ADVISORY PLAN COMMISSION
LONG BEACH, IN
April 11, 2012
7:00 P.M.**

The first 2012 meeting of the Advisory Plan Commission of the Town of Long Beach was called to order at 7:00 P.M. on April 11, 2012 by Mr. Peter Byvoets. The following were in attendance at the meeting: Robert Angelo, Peter Byvoets, Kathleen Geraghty, Allen Hill and Nick Landers. Also present was Bill deFuniak, Clerk Treasurer. Approximately 10 residents were in attendance.

Following discussion, the following appointment were made, President - Pete Byvoets; Vice-President and Secretary – Kathleen Geraghty.

The Commission discussed the need to hire an attorney to provide direction as to legal issues involved with Land Use Ordinances and it was agreed by the Commission to contact the Law Firm of Harris, Welsh and Lukmann, and request a contract with their fee structure. It was noted that the attorney can prepare Ordinances at the direction of the Advisory Plan Commission to be referred to the Town Council for action .

ACTION: Mr. Nick Landers stated that he would contact the law firm to understand their availability and fee structure

ACTION: The Town Council and/or Advisory Plan Commission will take the appropriate steps to acquire the services of attorney and engineering support in the shortest time allowed by statute. The commission will seek favorable recommendation for engineering support for permit approval and the development of land use ordinances. . Mr. Byvoets will facilitate the process with the Town Council through a special meeting.

VIEW/SEPTIC ORDINANCE – Mr. Byvoets recapped the history of the Ordinance that was drafted in early 2011. Mr Landers noted that existing septic and wastewater ordinances have not been updated since the 70's Mr. Byvoets noted that special attention needs to be given to septic tanks located along the beachfront. Discussion followed with regard to correspondence from Global Engineering and Land Surveying regarding their professional services in this area.

The Commissioners agreed to engage the professional services of both an Attorney and an Engineering firm to review and prepare an Ordinance to regulate the septic system permit process in Long Beach in addition to what is required by LaPorte County and other jurisdictions

Dr. Angelo indicated that this Commission needs to look at the 30-day rental matter and the parking lot behind the Town Hall, i.e. does it need to be permit parking. Mr Byvoets indicated that these issues will be discussed in Police Commission meeting of May 2nd

BUILDING PERMIT AND INSPECTION PROCESS – It was noted that the building permit process needs to be reviewed. The reasons for a ‘stop work order’ at 1405 Lake Shore Drive were discussed in detail and it was noted that the current process requires changes

Full discussion followed and it was agreed by all Commissioners to enforce the Building Code which authorized only the Building Commissioner to sign building permits. In addition, it was identified that the building commissioner role requires support in the form of either a ‘deputy’ building commissioner or and construction engineering firm to evaluate ‘large scale’ projects such as new home construction, topography, expanded building footprint or volume, detached structures. A tiered approval was discussed.

Mr. Allen Hill noted that building permit review may take time and builders may need to wait for approval. It was noted that an engineering firm can be used to review and approve new “large scale” building plans. Mr. Hill noted the need for the Town to enforce the codes that are already on the books. It was also noted that the Building Inspector should attend the BZA meetings in order to keep up with the variances that are discussed.

ACTION: Town Council to evaluate need for co-building commissioner or engineering resource with the potential of a paid position and tiered permit authorization. Additionally, the scope of the building inspector’s role including enforcement should be evaluated to determine if adequate resources are available. These items to be considered at a special Town Council Meeting on April 20.

The Commission deferred the agenda item of Sand Removal and Comprehensive Plan to the next meeting.

The meeting was adjourned at 8:50 P.M.

Respectfully submitted,

By: _____
Kathleen Geraghty