

DUNE ACRES PLAN COMMISSION  
MINUTES August 10, 2015

The meeting was called to order at 7:30 pm. Present were Thomas Cornwell, Jane Dickey, Robert Lauer, Lou Mellen and David Rearick. Absent were Richard Hawksworth and John Sullivan. It was moved by Lou Mellen, with second by Jane Dickey, that the minutes of the February 9, 2015 meeting be approved as presented.

Correspondence: At the February 9, 2015 meeting the plan commission voted to issue a zoning improvement permit to William Spence for an addition to his residence at 15 Oak Drive. The issuance of the permit is contingent upon Mr. Spence providing a narrative and plans showing revisions agreed to at the meeting. Satisfactory documents are to be delivered to the building commissioner. To date, the narrative has been received but not the revised plans and the permit has not been issued.

The new business concerned a request for a driveway permit only for the Doyle property at 62 West Road. Owners Mark and Liz Doyle were present, along with their builder Paul Shinn. The plans for a new residence are not completed for presentation at this time. However, the location of the structure and the driveway are planned. The driveway is long and requires retaining walls. The objective is to get the driveway approved and constructed before bad weather and to seek house plan approval in the spring. The design for the 30 foot wide driveway (20 feet of which will be paved) including retaining walls and drainage, was done by Great Lakes Engineering. All utility service lines will be buried in the driveway. Trees will have to be removed; there are plans for marram grass plantings in disturbed dune areas. The retaining walls will be of a specified block which requires a certified installer. This installer will also supervise the necessary excavation. The plans call for the height of retaining walls to vary from 2-14 feet, which brought forth much discussion of any alternative possibilities. The plan commission requested a narrative which would discuss sand removal, staging, drainage, and alternative plans for retaining walls. It was noted that an alternate engineering firm would need to be hired since Great Lakes Engineering is normally employed by the plan commission.

Another item of new business was a request by the town webmaster for clarification of town code section 146-35. It was agreed that this was necessary to correct the typographical errors and miswording. Tom Cornwell volunteered to undertake the task and it will be pursued by the Town Council.

Meeting adjourned at 8:20 pm.

Respectfully submitted,  
Joan Rearick, secretary