

**VILLAGE OF NORTHPORT
PLANNING COMMISSION
116 W. Nagonaba St.
Wednesday October 20, 2021
Draft MINUTES**

Call to Order, Roll Call

Chair Frerichs called the meeting to order at 7:00 p.m. Members present: Frerichs, Cavendish, Newell, Arbury, Wessell and Gale. Absent: Caudill due to illness.

Public Present

Several members of the public were present via Zoom.

Staff Present

Recording Secretary Cindy Edmondson and Zoning Administrator Joni Scott

Approval of Minutes

September 15, 2021 meeting minutes had additions. No motion was made to approve the minutes will be presented at December's meeting for a formal motion.

Approval of Agenda

Approval of October 19, 2021 agenda.

Correspondence

Laura Cavendish reported she had been emailed by Virginia Foley about her LUP. Discussion will come later in the meeting.

Anne Harper emailed and asked if acronyms in the agenda could be spelled out so the public can be informed. (CIP/ Capital Improvement Plan was the acronym in question.)

Public Comment

Campbell McLeod, High Street, asked if a fee for STR registration had been considered. He also had questions about the 7th Street project. Have the wetlands been considered? Why will Maude Ct be a private road? How will the conservation area behind the project be accessed if the road is private?

Proposal on Zoning audit and implementation of results:

Arthur Mullen from Wade Trim gave an overview of his proposal. He stated that there are advantages of a form based code for the C1 & C2 business district. Form based code clarifies the direction that the Village wants the business district to take while preserving the downtown feeling in our small community for the future. He further stated that the traditional zoning is more than adequate for the residential and multi-use areas in Northport since most of the Village has been built out. Chair Frerichs suggested the commissioners review materials from Arthur on form based code. ** Next the commissioners can begin work with the zoning ordinance to strengthen and update them. (See full report at villageofnorthport.net)*

Capital Improvement Plan (CIP) Projects

Chair Frerichs reports the planning commission's job is to acquire, identify and rank projects for the future in the Village. Applications for Proposal rationale should consider how the proposed projects align with our Master Plan. Three projects that have been suggested to date are: 1) new public restrooms 2) solar panels for the village office and 3) a pedestrian bridge over the stream in the marina. A Google Docs spread sheet for priorities of each departments list of assets will be provided to the commissioners to keep track and make further recommendations.

Zoning Administrator Report

Zoning Administrator Joni Scott provided a report. (See full report at villageofnorthport.net)*

Commissioner Cavendish emphasized the need for our zoning to be revised to avoid issues with applications in the future. She proposed adding "Meetings to review applications may occur." To our LUP application.

Infrastructure Committee Report

Chair Frerichs provided her report. (See full report at villageofnorthport.net)

Trustee Report September

Commissioner Gale provided her report. (See full report at villageofnorthport.net)

Public Comment

Virginia Foley, North Shore, was perplexed at the rejection of her LUP on North Shore. She wants the project to move forward and she and her husband will make the necessary changes to make that happen.

Will Harper, Mill Street, stated the zoning administrator's job is to make suggestions for people to get their LUP approved. He later commented that the Village should continue to communicate with people even after they have employed legal counsel. Chair Frerichs disagreed. She had consulted with 2 lawyers who said that once council has been brought in the Village should communicate through their lawyers only.

Commissioner Comments

Commissioner Cavendish suggested placing signs around the Village depicting the location of public restrooms and public parking. She will work on a map for next month's meeting.

Adjournment

Chair Frerichs requested a motion for adjournment. Commissioner Arbury **moved, seconded** by Commissioner Newell. **Motion carried.**

Meeting Adjourned at 8:43 PM.

Next Meeting – Wednesday November 17, 2021 at 7PM

Respectfully submitted,

Cindy Edmondson, Recording Secretary

* all reports are in October 20, 2021 packet on website: *villageofnorthport.net*

** *Form based code described:*

- AARP Fact Sheet - <https://www.aarp.org/livable-communities/info-2014/livability-factsheet-form-based-code.html>
- Planners Web - <https://plannersweb.com/2014/12/fbc1/>
- Strong Towns – Six Reasons Your City Needs FBC - <https://www.strongtowns.org/journal/2020/6/8/6-reasons-your-city-needs-a-form-based-code>