

**VILLAGE OF NORTHPORT  
PLANNING COMMISSION  
116 W. Nagonaba St.  
Wednesday January 19, 2022  
Draft MINUTES**

**Call to Order, Roll Call**

Chair Frerichs called the meeting to order at 7:08 p.m. Members present: Frerichs, Cavendish, Newell, Arbury, Wessell, Caudill and Gale.

**Public Present**

A few members of the public were present via Zoom.

**Staff Present**

Recording Secretary Cindy Edmondson

**Approval of Minutes**

December 15, 2021 meeting minutes were approved as written, **moved by** Newell **supported by** Commissioner Gale **roll call (7) yeas (0) nays motion carried.**

**Approval of Agenda**

Approval of January 19, 2022 agenda was approved as written.

**Correspondence**

Chair Frerichs reported correspondence about Mill Pond from David Brigham which is in the packet. It has been provided as information to consider.

Commissioner Arbury reported she had an email asking if future Planning Commission recordings would be available on the website. (They will be posted after each meeting.) There are plans to convert to a YOUTUBE format to avoid the loss of recordings due to limited cloud space on the ZOOM format.

**Public Comment**

No public comment.

**Parking Lot Project Update**

Pat Machin from Machin Engineering gave a presentation clarifying the specifics of the parking lot project. There were several inquiries about how effective the new lot would be in draining the water when it is high. Mr. Machin gave a comparison between the current drainage in the

Marina which has only one grate and a direct diversion into the lake which has proved insufficient. The proposed plans have several areas where water will be diverted to retention basins which the engineers state will be more effective in mitigating the flooding issues of the past. The projected start date of the project, should we be awarded a Waterways Grant through the State of Michigan, is fall of 2022.

### **Resignation of Recording Secretary**

Planning Commission Recording Secretary, Cindy Edmondson has tendered her resignation effective March 1, 2022. She has offered to assist in orienting the new secretary in any way she can. Commissioners were asked to send the names of possible candidates to the Village Office.

### **Resignation of Planning Commission Chair**

Chair Frerichs tendered her resignation effective immediately. Commissioner Arbury was elected by commission to preside for Frerichs through April when a new chair would be appointed. This allows President Wetherbee an opportunity to vet possible candidates and appoint another commissioner to the Commission.

### **Capital Improvement Plan (CIP) Projects**

Chair Frerichs and Commissioner Gale attended a seminar on CIP scoring. They introduced an alternative system that the Commission agreed looked like it would give a more precise score for each project. (Copy of scoring sheet is in packet.)

The projects scored as follows:

Village Office Rooftop Solar Installation	Score 24
Safe Routes to School	Score 37
Public Restrooms	Score 27
Northport Bridge Replacement	Score 25
Outdoor Fitness Equipment	Score 26

Commission decided these 2 projects should be broken down into phases before scoring;

- 1) Trail Improvements and Wayfinding Signs
- 2) Sidewalks on Waukazoo

**\*\*8:51 PM Commissioner Newell moved to extend the meeting past 9 PM, Commissioner Cavendish seconded. Roll call vote, Yeas (7) nays (0) motion carried.**

## **Approve Meeting Schedule for 2022**

After a lengthy discussion about scheduling it was determined that additional meetings may be scheduled for the 7<sup>th</sup> street property in addition to a public hearing and other pressing issues in the February meeting so that the meetings can be posted in plenty of time for the public to attend.

Commissioner Newell **moved, seconded** by Commissioner Wessell to approve the Meeting Schedule for 2022. **Motion passed unanimously.**

## **Zoning Administrator Report**

No report. ZA Scott was absent.

## **Infrastructure Committee Report**

Chair Frerichs provided her report. (See full report at *villageofnorthport.net*) No questions.

## **Trustee Report November**

No report, Village Council Meeting was postponed to January 20, 2022.

## **Public Comment**

Jerry Schatz, Mill St, thanked the Commission for all the work they are doing.

Karl Wizinsky also thanked the commission for their work. He stated he is pleased with the implementation of the CIP. He also feels the new Commission is making good progress.

## **Commissioner Comments**

Commissioner Gale is pleased with the new scoring for the CIP projects they used tonight. She also reported that the presentation from Housing North was excellent. Link to presentation:

[https://youtu.be/3lsw\\_U5jE0w](https://youtu.be/3lsw_U5jE0w)

All the Commissioners thanked Chair Frerichs for all of her hard work and dedication to the Planning Commission. They all wished her the very best in the future.

Chair Frerichs thanked all the commissioners and said it had been a pleasure to work with such dedicated and talented people.

## **Adjournment**

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

Meeting Adjourned at 9:20 PM.

## **Next Regular Meeting – Wednesday February 16, 2022 at 7PM**

Respectfully submitted,

Cindy Edmondson, Recording Secretary

\* all reports are in January 19, 2022 packet on website:

\*\* Meetings are mandated to be conducted within 2 hours unless extended past 9 PM by vote.