VILLAGE OF NORTHPORT
PLANNING COMMISSION

116 W. Nagonaba St.

Wednesday November 17, 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, Caudill and Gale.

Public Present

A few members of the public were present via Zoom.

Staff Present

Recording Secretary Cindy Edmondson and Zoning Administrator Joni Scott

Approval of Minutes

October 19, 2021 meeting minutes were approved as written by a show of hands.

Approval of Agenda

Approval of November 17, 2021 with John Stimson presentation and Parks and Trails report added. Agenda was approved unanimously with the additions stated above.

Correspondence

Joni Scott provided a letter from Brianne Allen 110 Bay St, expressed a desire to create a community wellness space at the address listed above.

Chair Frerichs was contacted by Julia Brabanek about the removal of a Heritage tree on Rose Street. (See more discussion under Heritage Tree Plan later in agenda.)

Public Comment

None.

Homestretch housing presentation by Jon Stimson

Jon Stimson from Homestretch housing gave a presentation on his work in Leelanau County and surrounding areas with the affordable housing construction process. (Information in packet at *villageofnorthport.net)*

Heritage Tree Plan

Chair Frerichs discussed the possibility of creating a Heritage Tree Plan in the Village to help protect and educate people about trees that are of heritage status. The commission wanted to pursue the plan and will look at guidelines at http://phytosphere.com/treeord/contents.htm to determine how they wish to proceed. This will be discussed further at a future meeting yet to be determined.

Capital Improvement Plan (CIP) Projects

ZA Joni Scott presented a suggestion for rating future projects based on specific criteria. (The forms are included in the packet @villageofnorthport.net) The commissioners each took a project and will report back to the commission with their findings so projects can be rated and the commissioners will have information to move forward on the highest priority projects.

**8:55PM Commissioner Newell moved, seconded by Commissioner Gale to extend the meeting

Approve Proposal from Wade Trim

Commissioner Gale **moved, supported by** Commissioner Cavendish to ask the council to approve tasks 1 & 2 of the proposal for the fiscal year with the understanding we'll be moving through tasks 3-6 when funds become available.

Discussion followed with Commissioner Arbury feeling that clarification should be added to the motion.

Commissioner Gale **moved**, **supported** by Commissioner Wessell to ask the council to approve tasks 1 & 2 of the proposal for this fiscal year with the understanding we'll be moving through tasks 3-6 when funds become available and with the recommendation of the Planning Commission.

Roll call vote Yeas (7) nays (0) motion passed.

Zoning Administrator Report

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

Commissioner Arbury asked about the area off Fleece road that was marked Conservation. ZA Scott said there was a narrow swathe marked Conservation in the area that used to be the railroad and the entire area was changed from R-2 to conservation in error. The area has been corrected to R-2 on the most recent Zoning Map.

Infrastructure Committee Report

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

Trustee Report November

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

Parks & Rec Plan Update

Chair Frerichs gave an update on the meeting with Chris McCann. Most current goals on the rec plan will continue with the addition of improvements of trails and expansion of multi-use possibilities at the golf course in the off season.

Public Comment

No public present.

Commissioner Comments

Commissioner Cavendish asked to have an email distributed before next meeting.

Adjournment

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

Meeting Adjourned at 9:18 PM.

Next Meeting – Wednesday December 15, 2021 at 7PM

Respectfully submitted,

Cindy Edmondson, Recording Secretary
* all reports are in November 17, 2021 packet on website: *villageofnorthport.net*