# VILLAGE OF NORTHPORT
# PLANNING COMMISSION

**116 W. Nagonaba St.**

**Wednesday September 15, 2021**

**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, Gale and Caudill.

## Public Present

Kurt Schultz from Machin Engineering was present via Zoom.

## Staff Present

Recording Secretary Cindy Edmondson, Zoning Administrator Joni Scott were present and DPW Supervisor Chris Holton was present via Zoom.

## Approval of Agenda

Approval of September 15, 2021 agenda with STR discussion added.

## Approval of Minutes

August 18, 2021 meeting minutes had a motion to approve as presented. Motion **Moved by** Commissioner Gale, **seconded** by Commissioner Wessell, **motion carried.**

## Correspondence

Correspondence from Bruce Viger will be discussed during Agenda item VIII. (See packet at *villageofnorthport.net* )

## Public Comment

No public present.

## Presentation by Machin Engineering- Marina Parking Lot

Kurt Schultz presented two concepts for the raising of the Northport Marina parking lot. (See packet at *villageofnorthport.net*) Concept A and B were discussed at length with many concerns addressed specifically what is the rate of flow that the rain garden can accommodate? Is there a mechanism to clean the raingardens that the staff could accomplish easily? Commissioner Newell suggested a way to raise the top of the concrete wall to accommodate the mural. Mr. Schultz plans to return to the Planning Commission at the November meeting with proposals implementing these suggestions.

## Update on Zoning Ordinance audit and implementation of results:

Joni Scott reported Arthur Mullen from Wade Trim will have the proposal for the zoning audit updates from August 18, 2021 presentation next week. His plan is to work with the planning commissioners as Wade Trim works through the Zoning Ordinance updates to make sure the commissioners ideas are incorporated in the final zoning changes. (See full report at *villageofnorthport.net*)

## Correspondence regarding the need for Public Restrooms

Bruce Viger wrote a letter to the Commission suggesting the need for more public restrooms in the shopping district. A lively discussion ensued with agreement that the idea has merit but will require a deeper dive into funding options and possible collaboration with the Township. Suggested possible locations were the back of the municipal parking lot on Waukazoo and near or attached to the Township building on Nagonaba.

**Meeting exceeded 2 hour limit with **motion to extend** to complete agenda items by Commissioner Newell **seconded** by Commissioner Caudill **motion carried (7) yeas (O) nays.**

## Short Term Rental Update

Commissioner Gale gave a report on a meeting with Commissioners Frerichs and Wessell in which they propose a yearly registration for all STR owners. She will recommend to the council that a yearly registration be required as a mechanism to record them in the village.

## Zoning Administrator Report

Joni Scott asked for input on a current LUP request and provided the site plan for the Foley property on North Shore. The planning commission was in agreement that the site plan did not meet our zoning Ordinance requirements for R2 because it did not include a primary residence. The LUP illustrated the need for more specific language in the current definitions section of the Ordinances.

Zoning Administrator Scott reported she checked with the county on the building permit given to John and Paige Hanley and it was amended on July 6, 2021 to reflect their enclosed porch…even though Mr. Hanley stated that he would not continue with the enclosure of his porch during a phone call on July 1, 2021 when he was informed that his structure was out of compliance with the granted zoning variance.

## 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

No public present.

## Commissioner Comments

Commissioner Cavendish asked about future plans to repave Waukazoo streetscape. The commission will add this to the CIP for the future.

## Adjournment

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

Meeting Adjourned at 9:15 PM.

## Next Meeting – Wednesday October 19, 2021 at 7PM

Respectfully submitted,

Cindy Edmondson, Recording Secretary

* all reports are in September 15, 2021 packet on website: *villageofnorthport.net*

*** Extension of meeting was voted on at 8:56PM.*