Planning Commission Work

(*Summary as of 5-14-23)

Work/Projects:

- 7th Street (Full Commission)
  - Planning Commission (PC) creates list of info needed for review (February 2022)
  - PC and public to hear/discuss reports of requested information (March & April 2022)
  - Identify need for additional information & discuss next steps (May 2022)
  - Site walk-through (May 2022)
  - Follow-up from previous meetings – New: resident questionnaire, rubric for evaluation purposes, next steps (June 2022)
  - Further discussion (July/August/September 2022)
  - Informational flyer and invitation for input sent to all residents (September 2022)
  - Ideas/Feedback requested by November 15, 2022
  - Review correspondence from residents - Discuss evaluation criteria (Nov. 2022)
  - Review evaluation tool, determine projects to be evaluated, discuss next steps (Dec. 2022)
  - Seek feedback from Village Council regarding purposed & eval tool (Jan. 4. 2023)
  - Commissioners independently evaluate 3 proposed uses (Jan./Feb 2023)
  - Begin summarizing/collating evaluations of 3 proposed uses (February 2023)
  - Continue summarizing/collating evaluations of 3 proposed uses (March 2023)
  - Finalize evaluations of 3 proposed uses (April & May 2023)
  - Present to community in conjunction with the Village Council (June 2023)
  - Village Council makes final determination

- Capital Improvement Projects (CIP) (Full Commission)
  - Scoring of existing projects on list (January 2022)
  - Rank order projects (February 2022)
  - Determine next steps (if any)
  - Begin 2023 budget cycle (September 2022)
  - Score 3 additional projects (November 2022)
  - Completed for 2022
  - Begin 2024 budget cycle (August 2023)

- Tree Committee – Bob Newell, chair (Meetings listed on website)
  - ReLeaf Grant submitted (January 2022)
  - Review Tree City USA criteria (February 2022)
  - Work on inaugural Arbor Day celebration (March 2022)
  - Celebrated Arbor Day (April 29,2022)
  - Committee meeting May 23, 2022
  - Committee meeting (June 28, 2022)
  - Committee meeting (August 23, 2022)
  - Develop tree ordinance for public property
    - Commission review (July 2022)
    - Submitted to Village Council (August 2022)
    - Ordinance adopted (September 2022)
  - ReLeaf Planting (October 1, 2022)
  - Committee meeting (October 18, 2022)

- Tree City USA Application submitted (November, 2022)
- Future work: (January 2023)
  - Create annual calendar (to include Arbor Day celebration)
  - Develop process for tree sponsorship
  - Seek out grant funding
  - Plan for another Re-Leaf planting, working with DPW on timing
- Committee meeting (2/13/23)
  - Planning for Arbor Day – April 28, 2023
- Village of Northport received confirmation of Tree City USA designation (March 2023)
- Committee meeting (3/27/23)
  - Planning for Arbor Day – April 28, 2023
  - Created form allowing for donations to the Tree Committee for planting and care of new trees. (Public property only)
- Committee Meeting April 17, 2023, at 1:00 p.m. (on website)
  - Finalize plans for Arbor Day – April 28, 2023, 10:00 a.m.
- Committee Meeting May 15, 2023, at 1:00 p.m.

- Master Plan - Jane Gale**
  - Preliminary overview (June 2022)
  - Begin discussions for 2023 approach and time line (December 2022)
  - Determine level of update (February 2023)
  - Identify areas needing update – begin work to develop plan/timeline (June 2023)
  - Draft updated Master Plan – approval by full Planning Commission
  - Hold Public hearing
  - Finalize draft
  - Present to Village Council

- Zoning – Laura Cavendish**
  - Review draft of zoning ordinance from Wade Trim (received 4/19/22)
  - Meet with Arthur Mullin to answer questions re: recommendations (April 26, 2022)
  - Additional Zoning meetings: 5/20/22, 6/2/22, 6/20/22, 9/28
  - Onsite visit to begin Form Based Code discussion (August 2022)
  - Form Based Code presentation from Charles Smith, Wade Trim (October 19, 2022)
  - Work on changes to Articles 1-3 (special meeting, January 12, 2023)
  - Finalize changes to Articles 1-3 (January 25, 2023)
  - Approve changes to Articles 1-3, moving forward as time allows (February 2023)
  - Discuss Land Use chart – specifically D1 – discuss next steps (March)
  - Special meeting– completed land use chart and reviewed C-1 & CR-1 (April 4, 2023)
  - Special meeting – completed articles 18-22 (May 8, 2023)
  - Hold joint meeting with Village Council – attended by Arthur Mullen
  - Hold public hearing on final draft
  - Send to Village Council

- Short Term Rentals - Kathy Wessell**
  - Update full commission on work done to date (May)
  - Complete work on Good Neighbor Policy (Hold)
  - Discuss and determine next steps (January 2023)
  - The Planning Commission agreed to recommending to the Village Council that they convene a task force to study this issue and make recommendations to the Village Council. The PC's

recommendation is that the committee consist of a Village Council trustee, a Planning Commission member, the Zonin Administrator, and two residents (one who owns an STR and one who doesn't)

- Village Council to convene task force – details to be discussed by VC at April meeting

*All timelines and steps subject to adjustment

** Person responsible for gathering information and organizing work for the full commission. All conversation and decision-making will take place at scheduled Planning Commission meetings.

Summarized by Nicole Arbury,
Planning Commission, chair