Village Of

PLANNING COMMISSION

REGULAR MEETING

OCTOBER 8, 2025

MINUTES

Northport

1. Call to Order, Roll Call

Chair J. Gale called the meeting to order at 6:00 p.m.
Commissioners present: J. Gale, L. Cavendish, J. Woomer, B. Newell, H. Scott, M. McMillan, and K. Wessell
Absent: None
Staff present: J. Ottenwess, Zoning Administrator
Public Present: Mary Cermak Betzholdt, Tim Overdier, Vickie Slot (*via Zoom*)

2. Approval of Agenda

Agenda approved by consent

3. Approval of September 10, 2025 Meeting Minutes

Motion by H. Scott, seconded by B. Newell to approve minutes as presented. Motion carried unanimously.

4. Correspondence

- Letter correspondence from Virginia Foley included in Dropbox folder.
- Commissioner Wessell read a letter from Kristi Fischer.

5. Public comment

- Vickie Slot raised concerns about the current master plan and land use decisions, advocating for community engagement and adherence to the existing plan.
- Mary Cermak Betzholdt expressed opposition to development of the 7th Street parcel, citing environmental concerns and the potential loss of natural areas.
- Tim Overdier described his plans for affordable housing development on his Kitchen Road property.

6. Reports

a. **Zoning Administrator Report**

J. Ottenwess provided an update to the board about recent Village Council discussions regarding the Village-owned property at 164 High Street and its potential for development and that the Council intends to split the Seventh Street property and designate the northern portion as a park. Ottenwess also described the Village Council's discussion about a capital improvement plan and the Planning Commission's involvement moving forward.

b. **Trustee Report**

L. Cavendish mentioned that the Village Council also approved an estimate for tree lighting services at their most recent meeting.

c. Tree Committee Report

B. Newell provided an update to the board about the Tree Committee's finances and plans for planting trees they have in stock as well as work they have completed on a tree information document.

7. Discussion Items

a. **Rezoning**

R-2 S Shoreline Residential District Map and Text Amendment – The Planning Commission discussed an analysis of R-2 S regarding lot widths, areas, and non-conforming properties. Commissioners discussed the pros and cons of maintaining the current minimum width regulations in R-2 versus increasing them and the possibility of implementing a form-based code instead of the current measurement-based system. Commissioners agreed to have the Zoning Administrator research form-based code options and investigate the possibility of implementing a temporary moratorium on development in the R2 district. Commissioners decided to revisit these options at the next meeting, with the goal of potentially presenting a final proposal to the public in the summer 2026.

D-1 Multi-Use District Minimum Lot Area – Overlay District Map Amendment – The Planning Commission discussed revising the D1 district zoning, with a consensus to (1) revert to a 0.5-acre minimum lot area, (2) reduce the area of the D-1 district, and (3) consider residential uses only as part of mixed-use developments. Commissioners discussed rezoning peripheral areas, including to R2 or R1 designations, and whether to maintain current zoning for wetland areas despite their limited developability. Commissioners agreed to further explore different zoning options, particularly for the outer parcels, and to consider redrawing the district boundaries to better align with current land uses and descriptions.

Transient Definition/Short-Term Rentals Text Amendment – The Planning Commission discussed inconsistencies in the current zoning regulations, particularly regarding the definition of transient lodging, which includes hotels, motels, and campgrounds, but conflicts with the Special Use section. Commissioners agreed that they should recommend limiting campgrounds and RV parks to specific zoning districts, such as C2 and D1, and excluding them from R1. Chair Gale asked Commissioners to come back at the next meeting with specific recommendations for modifying the Special Use regulations for campgrounds and RV parks as presented.

b. **Discussion of Master Plan Next Steps –** The Planning Commission discussed the streamlined version of the Master Plan that was presented, highlighting the inclusion of a summary introduction and noting that appendices would be used for in-depth data. Commissioners discussed the process for receiving and incorporating public feedback and Chair Gale encouraged public feedback as an important component to future edits. Commissioners suggested using a spreadsheet to track state-required elements and their completion status.

8. New Business

a. As Suggested by the Planning Commission

None

9. Public Comment

None

10. **Board Member Comment**

None

11. **Adjournment**

There being no further business before the Commission the meeting was adjourned by the Chair at 8:03 pm.

Prepared by: Jered Ottenwess, Zoning Administrator