VILLAGE OF NORTHPORT
PLANNING COMMISSION

116 W. Nagonaba St.

Tuesday January 19, 2021

MINUTES

Call to Order, Roll Call

Chair Frerichs called the meeting to order at 7:00 p.m. Members present: Wessell, Frerichs, Gale, Caudill, Arbury, Cavendish and Newell.

Public Present

Several callers were present via Zoom.

Staff Present

Cindy Edmondson Recording Secretary and Bill Fuller, Zoning Administrator.

Approval of Agenda

January 19, 2021 agenda a motion to approve as amended. Motion moved by Commissioner Wessell, supported by Commissioner Newell Roll call: Yeas 7 Nays 0 **motion carried.**

Approval of Minutes

December 15, 2020 minutes a motion to approve as amended. Motion **Moved by** Commissioner Gale, **Supported by** Commissioner Newell. Roll call: Yeas 7 Nays 0 **motion carried.**

Correspondence

Chair Frerichs reported email correspondence concerning new build at 211 5th St. Mr. Harper contends that a LUP was given and building does not conform to current Village Zoning Ordinance specifications. ZA Bill Fuller explained that the LUP did in fact meet the Zoning Ordinance requirements. The lot in question is a "Lot of Record" which means that the smaller size lot was grandfathered in because the 2006 Zoning Ordinance came after the lot was purchased by the current homeowner. There is discrepancy between what was permitted and the actual setbacks and building size. These discrepancies should have been flagged by the county inspectors. Discussion ensued between commissioners trying to ascertain how this happened and what protocols could keep it from happening in the future. ZA Bill Fuller stated he would contact the builder for clarification of discrepancies on the building site. (See attached email correspondence)

Public Comment

Will Harper, Mill St. inquired why this lot on 5th street didn't meet R-2 requirements. ZA Bill Fuller said it did meet the R-2 requirements. (See above for more information.)

Election of Planning Commission Secretary

Commissioner Gale nominated Commissioner Wessell to Planning Commission Secretary.

Commissioner Gale so **Moved, supported by** Commissioner Newell 7 Yeas, 0 nays **motion carried.**

Zoning Administrator's Report

Commissioner Cavendish asked about the opinion of the survey of Tribune property. ZA Fuller reported the question was from the appraiser. (See attached report)

Village Council Representative's Report

(See copy of representative's report attached.)

Infrastructure Committee Report

(See copy of report attached.)

Old Business: Definitions update (Accessory dwelling units, Accessory sales), Short Term Rental Questionnaire

STR: Chair Frerichs stated reinstituting a yearly fee for STRs should give the Village an accurate accounting of how many STRs there are in the Village.

Definition updates (see attached)

Status of Zoning Districts Map and Future Land Use Map

Chair Frerichs inquired when we would be getting our new Maps. ZA Fuller said he would inquire of Wade Trim tomorrow.

New business: Bay Shore Districts Draft; Capital Improvement Plan

There was discussion amongst the Commissioners about the direction the Village wants to go in regulating future builds along the Bay Shore, especially properties with steep slopes. The plan is to continue to work with the language incorporating the best practices to help buffer and preserve our natural resources along the shoreline. Bay Shore district ordinance changes would only affect future builds in the Village.

CIP discussion was about re-leafing the Village streets. Further discussion was moved to the next meeting on February 16, 2021.

Public Comment

Steve Wetherbee, 4th St. stated that when it comes to planting trees along the road right of way we need to consider trees with a high canopy to not obstruct the vision along the road.

Commissioner Comments

Commissioner Wessell welcomed the 3 new members to the commission. Commissioner Caudill reports that he is very excited to be part of the Commission. Commissioner Arbury is optimistic about

new beginnings on the Commission. Chair Frerichs also welcomed the new Commissioners and stated she is happy about moving forward with a full Commission.

Adjournment

Chair Frerichs requested a motion for adjournment. Commissioner Gale **so moved**, Commissioner Newell **seconded**. Roll call **unanimous.**

Meeting Adjourned at 9:00 PM.

Next Meeting – Tuesday February 16, 2021 at 7PM

Respectfully submitted,

Cindy Edmondson, Recording Secretary