

**AGENDA  
NORTHPORT PLANNING AND ZONING COMMISSION  
TUESDAY, DECEMBER 12, 2023**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. INVOCATION**

**4. APPROVAL OF MINUTES**

A. Special Called Meeting - November 9, 2023

B. November 14, 2023

**5. APPROVAL OF THE AGENDA**

**6. VERIFICATION OF PROPER NOTIFICATION**

**7. VERIFICATION OF NO CONFLICT OF INTEREST**

**8. OLD BUSINESS**

**9. NEW BUSINESS**

A. **S-29-23 Rehearing The Terrace at Northcreek Master Plan Revision** -

Brasher Holdings, LLC is requesting a revision to the Master Plan for approximately 72.22 acres for Phases II-V located at the east dead end of Northcreek Boulevard.

B. **S-30-23 Forest Glen Seventh Section** - Adam Springer is requesting preliminary plat approval for approximately 12.54 acres located south of Randa Parkway and east of Arbor Oaks Road.

**10. DISCUSSION**

A. Review of the Planning Commission By-laws

B. Election of Chair and Vice-Chair

**11. CITIZEN COMMUNICATIONS**

**12. ADJOURNMENT**

## **Northport Planning and Zoning Commission Meeting Procedures**

- I. The Chairman calls for the next agenda item.
- II. Staff provides a summary of the case and answers any questions from the Commission.
- III. The applicant or petitioner presents his or her request and provides information in support of the application and answers any questions from the Commission.
- IV. If a public hearing is needed, the Chairman will ask for anyone present who would like to provide input regarding the request.
- V. The Commission members may discuss details and issues raised, and may ask questions of the applicant, city staff, or other parties.
- VI. The Chairman will call for a motion to be read and a second, and the Chairman may ask if further discussion by the Commission is needed.
  - i. Motions for a vote and second will be made for each item in a positive fashion. The purpose of which is to allow the Commission to vote on a motion. Members making the motion or second are not obligated to vote in the affirmative for said motion.
  - ii. Waivers may be added to the motion for approval of a preliminary plat if listed verbally in the motion. If it is requested by any member of the Commission, the waivers shall be voted on individually or in a group prior to the vote on the preliminary plat.
- VII. The Chairman will call for a roll call vote.