

**OFFICIAL MINUTES
NORTHPORT PLANNING AND ZONING COMMISSION
REGULAR MEETING
TUESDAY, AUGUST 19, 2025**

The Planning and Zoning Commission met in a regular session at 6:00 p.m. on Tuesday, August 19, 2025, in the City Council Chambers at Northport City Hall.

The meeting was called to order by Chairman Kevin Turner. Upon roll call the following members were found to be present: Mr. Brian Chandler, Mr. Martin Houston, Mrs. Tracy Kelly, Mr. David Kemp, Mr. Kevin Turner, Mr. Jason Ward, and Mr. Karl Wiggins. Absent and failed to vote: Mr. Clay Randolph and Mr. Roland Lewis. Staff present were Mrs. Julie Ramm, Planning Director, Mrs. Kim King, Assistant City Attorney, Mr. Shaun Patten, Zoning Administrator, Mr. Brad Matthews, Assistant City Engineer, Mrs. Meredith Mullins, Planner and Mrs. Katelyn Lesley, Administrative Assistant.

Chairman Kevin Turner introduced the board members and staff members to the public.

Information on Back of Agenda – Chairman Kevin Turner explained the meeting procedures on the back of the agenda.

Approval of the Minutes of Previous Meeting(s) –

Motion by Mr. Wiggins to approve the minutes of the regular meeting minutes for July 8, 2025. **Seconded by Mr. Chandler.** Voice vote was given. **Motion Carried.**

Verification of No Conflict of Interest – No conflict of interest.

Verification of Proper Notification – Mrs. Ramm confirmed proper notification was given.

Disclosure of Ex Parte Communication – None

- A. **R-25-9 City of Northport** – City of Northport requests rezoning from Office-Institutional (O-I) to Light Industrial (M-1) for approximately 11 acres located east of Harper Road and North of Robert Cardinal Airport Road. **APPLICANT HAS REQUESTED TO CONTINUE TO SEPTEMBER MEETING. ACTION NEEDED.**

Mrs. Ramm stated that the City of Northport is requesting a continuance. She stated that if approved, this agenda item would be heard at the September meeting.

Chairman Turner opened the floor for a public hearing.

With no one to appear before the commission, Chairman Turner closed the floor for a public hearing.

Motion by Mr. Turner to continue the rezoning case for the City of Northport for the property located at 1641 Harper Road. **Seconded by Wiggins.** Voice vote was given. **Motion Carried.**

B. AMD-25-3 City of Northport – The City of Northport proposes amendments to the Zoning Ordinance. APPLICANT HAS REQUESTED TO CONTINUE TO SEPTEMBER MEETING. ACTION NEEDED.

Mrs. Ramm stated that the City of Northport is requesting a continuance for the amendments to the Zoning Ordinance. She stated that if approved, this agenda item would be heard at the September meeting.

Chairman Turner opened the floor for a public hearing.

With no one to appear before the commission, Chairman Turner closed the floor for a public hearing.

Motion by Mr. Turner to continue the amendments to the Zoning Ordinance. Seconded by Kemp. Voice vote was given. Motion Carried.

Old Business

A. SP-25-2 Nellie Mae and Company, LLC – Nellie Mae and Company, LLC requests conditional use approval for pet grooming in a Residential/Commercial/Institutional zone (RCI) for the property located at 703 Main Avenue.

Mrs. Ramm stated that Nellie Mae and Company, LLC is requesting conditional use approval for a pet grooming service in a Residential / Commercial / Institutional zone (RCI) for the property located at 703 Main Avenue. As a reminder, a conditional use is not permitted by right. The applicant must demonstrate that the proposed use is appropriate for the location and compatible with surrounding development. Approval is neither automatic nor guaranteed, and it is the responsibility of the applicant to present compelling reasons why the request should be approved. The zoning ordinance says that a review considers the proposal in terms of: Existing zoning and land use in the vicinity of the use, Planned and proposed public and private developments that may be adversely affected by the proposed use, Whether and to what extent the use at the particular location for which it is proposed is consistent with the intent of the Zoning Ordinance and any other development policies or regulations of the City of Northport, Whether and to what extent all steps possible have been taken by the developer to minimize any adverse effects of the proposed use on the immediate vicinity and on the public health, safety, and welfare in general. The zoning ordinance also states that no conditional use may be approved unless the Commission and Council finds that the proposed use will be appropriate in the location for which it is proposed. This finding will be based on the following criteria: The proposed use must be in harmony with the general purpose, goals, objectives, and standards of this Ordinance, or any other plan, program, map, or ordinance adopted, or under consideration pursuant to official notice, by the City. The proposed use at the proposed location will not result in a substantial or undue adverse effect on adjacent property, the character of the neighborhood, traffic conditions, parking, public improvements, public sites or rights-of-way, or other matters affecting the public health, safety, and general welfare; either as they now exist or as they may in the future be developed as a result of the implementation of provisions and policies of this Ordinance, or any other plan, program, map, or ordinance adopted, or under consideration pursuant to official notice, by the City or other governmental agency having jurisdiction to guide growth and development. The proposed use will be adequately served by and will not impose an undue burden on any of the improvements, facilities, utilities, and services specified in this subsection. Where any such improvements, facilities, utilities, or services are not available or adequate to service the proposed use in the proposed location, the applicant must, as part of the application and as a condition of approval, establish ability and commit to provide such improvements, facilities, utilities, and services in sufficient time and in a manner consistent with this Ordinance,

and other plans, programs, maps, and ordinances adopted by the City to guide its growth and development. The Council may attach to any conditional use approval, additional criteria dealing with landscaping, buffers, parking, lighting, building materials, or any other aspect of site plan approval they deem necessary to mitigate the impact of the proposed use on the surrounding property. The violation of any condition lawfully attached to an approved conditional use is considered a violation of this Ordinance and is subject to applicable fines and penalties. Some examples of conditions the commission may wish to consider attaching to this recommendation could include: **Hours of operation & Screening**

Mr. Turner asked Mrs. Ramm or Mr. Patten what restrictions come in with this use already in the zoning ordinance. Mr. Patten stated that there are some use regulations in the zoning ordinance. Specific to the downtown districts, outdoor pet exercise and play areas are prohibited.

Jason Greene, 14171 Maughn Drive, spoke at the podium. He stated that he is representing his daughter in law who is the owner of Nellie Mae and Company. He stated that the petition has been sent for her relocation of her existing business which is here in Northport, to this address, mainly for the expansion of her business. He stated that this is a pet grooming business, they are not looking for outdoor play, recreation or activities, but there are a number of residents in this area that would utilize her business and give her the opportunity to expand her business. He stated that this gives her more space to expand as well as do additional work but as far as outdoor recreation where she is now she has no opportunity to allow the pets to go outside, here there is an opportunity for the pets to go outside and use the bathroom when they are there throughout the day. He stated that her hours are Monday, Tuesday, Thursday, Friday from 8AM-5PM, she is not open on Wednesdays or the weekend. He stated that this should not be an impact to the residents around, there are no over weekend boardings or overnight boardings.

Mr. Turner stated that was one of the questions they add because on the site plan provided it stated "Pet Daycare and Pet Stay and Play". Mr. Greene stated that with the stay and play they are going to have to stay during the hours of operation, waiting on the client to pick up in the afternoon, there will be no overnight boarding or weekend boarding. Mr. Wiggins asked Mr. Greene if all pets would be on a leash when taken outside. Mr. Greene stated that was correct, there is a fence and they will be brought right back in.

Mr. Kemp asked Mr. Greene for clarification, on the site plan it stated hours of operation are Monday-Friday. Mr. Greene stated that at her existing location she is not working on Wednesdays, there is a possibility if business increases she may open on Wednesday but there will not be any weekends at all.

Mr. Turner asked Mr. Greene if he would have a problem making sure the entire fence is conforming. Mr. Greene stated he would not.

Mr. Turner asked Mr. Patten to pull up the pictures of the property. Mr. Greene stated that the entrance will be the entry for pick up and drop off, there are some minor repairs that need to be done. He also stated that to the left there is a small yard, they will do a privacy fence to make sure that it is conforming.

Mr. Turner asked staff to confirm that no overnight boarding is allowed. Mr. Patten stated that is correct, that would be a separate use.

Chairman Turner opened the floor for a public hearing.

Brad Bull, 803 Main Avenue, spoke at the podium. He stated that he had no problem with this as long as they do what they say they are going to do.

Chairman Turner closed the floor for a public hearing.

Motion by Mr. Turner to make a favorable recommendation to City Council to approve the Conditional Use for Nellie Mae and Company, LLC for pet grooming located in a Residential/Commercial/Institutional (RCI) zone for the property located at 703 Main Avenue with the following conditions that the non-conforming fence be removed and install a new conforming privacy fence and limit the hours of operation Monday-Friday 8AM-5PM. **Seconded by Mr. Wiggins.** Mr. Turner - Yes; Mr. Wiggins – Yes; Mr. Chandler – Yes; Mr. Houston – Yes; Mrs. Kelly – Yes; Mr. Kemp – Yes; Mr. Ward – Yes. **Motion Carried.**

New Business

- A. **S-25-18 Battle on Main** – Herndon, Hicks, and Associates is requesting preliminary plat approval of approximately 1.33 acres located at 3207-3215 Main Avenue.

Mrs. Ramm stated that Herndon, Hicks and Associates is requesting preliminary plat approval for approximately 1.5 acres located at 3207-3215 Main Avenue. The property is currently divided into 5 lots. The proposed plat would subdivide the site into 4 lots. The following waivers are requested with this plat: Dedication of additional ROW along Main Avenue, 33rd Street, and 34th Avenue, Half street improvements along Main Avenue, 33rd Street, and 34th Avenue, Sidewalks along Main Avenue, 33rd Street, and 34th Avenue. The current property consists of four commercial buildings and two residential structures that front onto 34th Avenue. The property is zoned C6 Highway Commercial. The properties to the east are zoned RS2 Single Family Residential, the property to the north is zoned C6 Highway Commercial, the property to the west is zoned C6, Office Institutional, and RM Multi-family Residential. The future land use plan contained within Northport Compass depicts this property as “Limited Mixed-Use”. The request is not in conflict with the comprehensive plan.

Mr. Matthews stated that on Main Avenue the required roadway is 90’ per regulations, the existing roadway is 80’ so the petitioner’s side of the road would require an additional 5’ of right of way. He stated that on 33rd Street and 34th Avenue this is a very narrow one way street, the existing right of way varies from about 24’-26’, the petitioners half would be about 17’-18’ which would get into some of the easements. Mr. Turner asked from a road standpoint, there has been enough dedicated that the actual road is within the right of way. Mr. Matthews stated that is correct, you could require them to dedicate in accordance with the required easement width. Mr. Wiggins asked Mr. Matthews to confirm that nothing with the waiver of the right of way would affect the main avenue project. Mr. Matthews stated that was correct.

Chairman Turner asked the applicant to come forward, the applicant was not present at the meeting.

Mr. Turner asked staff to move on to the next case and address this at the end of the meeting. Mrs. King stated we could do that.

Mr. Turner asked Mrs. King if the vote that was just approved gives any merit to this meeting. Mrs. King stated that she was looking into it.

Mrs. Ramm stated that code also requires the Subdivision Regulations to also be certified by the probate judge, which we have not done.

Mr. Wiggins asked if we can’t continue this because the applicant is not here to request it to be continued. Mrs. King stated that she thinks we can continue this one because our next meeting is less than 30 days away. Mr.

Turner asked if we actually had to continue or could we just not vote on it. Mrs. King stated that we need to vote on a continuance because we have advertised the meeting.

Chairman Turner opened the floor for a public hearing.

With no one to appear before the commission, Chairman Turner closed the floor for a public hearing.

Motion by Mr. Wiggins to continue the preliminary plat approval for approximately 1.33 acres for the property located at 3207-3215 Main Avenue. **Seconded by Mr. Turner.** Voice vote given. **Motion Carried.**

- B. **SP-25-5 1802 18th Avenue** – Herndon, Hicks and Associates is requesting conditional use approval for a laundromat in a General Commercial (C-3) zone for the property located at 1802 18th Avenue. **APPLICANT HAS REQUESTED TO CONTINUE TO SEPTEMBER MEETING. NO ACTION NEEDED.**
- C. **S-25-19 John V Rosser Subdivision**– Montgomery and Hinkle is requesting preliminary plat approval of approximately 1.45 located at 5625 Highway 171 Cutoff Road

Mrs. Ramm stated that Montgomery and Hinkle is requesting preliminary plat approval for approximately 1.45 acres located at 5625 Highway 171 Cut-off Road. The proposed plat would subdivide the site into 3 lots. The following waivers are requested with this plat: Capped Sewer, Half street improvements, Sidewalks. The current property consists of a single-family residence outside of the city limits (no zoning). The property to the east is a retail development outside of the city limits (no zoning), the property to the north is a single-family residence outside of the city limits (no zoning), and the property to the west is a single-family residence and a commercial warehouse outside of the city limits (no zoning). The future land use plan contained within Northport Compass depicts this property as “Limited Mixed-Use”. The request is not in conflict with the comprehensive plan.

Mr. Matthews stated the existing road is about 20’-22’ wide which is pretty typical for a county road like this and that Tuscaloosa County did provide a written concurrence for this waiver request. The other waiver is capped sewer and there are no plans for sewer to be installed in this area.

Brad Bull, 803 Main Avenue, spoke at the podium. He stated that this is a three lot subdivision, he is going to keep the home on lot one to remodel it and probably turn it into a rental property, then build two more homes on lots 2 & 3. He will build his typical working class housing.

Chairman Turner opened the floor for a public hearing.

With no one to appear before the commission, Chairman Turner closed the floor for a public hearing.

Motion by Mr. Turner to approve the preliminary plat with waivers for approximately 1.45 acres for the property located at 5625 Highway 171 Cut Off Road. **Seconded by Mr. Wiggins.** Mr. Turner – Yes; Mr. Wiggins – Yes; Mr. Chandler – Yes; Mr. Houston – Yes; Mrs. Kelly – Yes; Mr. Kemp – Yes; and Mr. Ward – Yes. **Motion Carried.**

- D. **AMD-25-4 City of Northport** – The City of Northport proposes amendments to the Subdivision Regulations.

Mrs. Ramm stated that The City of Northport is requesting adoption of modifications to the subdivision regulations. The City, working in conjunction with KPS Group, began the task of overhauling the subdivision regulations in 2024. The proposed changes are the final piece of the comprehensive planning process. In the last two years, the City has adopted a comprehensive plan, a new zoning ordinance, and an Engineering Design Manual. The subdivision regulations, combined with the comp plan and the zoning ordinance, will guide and regulate growth in Northport and in the Planning Jurisdiction.

Jason Fondren with KPS, presented proposed changes to the Subdivision Regulations.

Mr. Turner stated that he thought the work session was very beneficial and he is excited to get some of these items cleaned up.

Mr. Kemp wanted to verify that he was reading on the screen correctly that an affirmative vote of five Commission Members is needed. Mrs. Ramm stated that it was correct, that is what the League of Municipalities recommends, no less than five.

Chairman Turner opened the floor for a public hearing.

Chana Goodman, 11301 Evergreen Avenue, spoke at the podium. She stated that she was concerned about the amount of basketball goals that are beyond the curb. Mr. Turner stated that something that specific would be part of the zoning ordinance, as far as the Subdivision Regulations go, items that only pertain to the division of property (property lines, removing property lines, brand new subdivisions). He stated that something specific as her request she would be better off speaking with staff privately. Mrs. Ramm stated that Code Enforcement could help her and directed her to Officer Sanders in the back of the room.

Lee Boozer, 4105 Flatwoods Road, spoke at the podium. He stated that he was excited we were going to do away with the sidewalk bank.

Chairman Turner closed the floor for a public hearing.

Motion by Mr. Turner to adopt the proposed amendments to the Subdivision Regulations. **Seconded by Mr. Kemp.** Mr. Turner – Yes; Mr. Kemp – Yes; Mr. Chandler – Yes; Mr. Houston – Yes; Mrs. Kelly – Yes; Mr. Ward – Yes and Mr. Wiggins - Yes. **Motion Carried.**


COMMITTEE REPORTS

OTHER AND MISCELLANEOUS BUSINESS

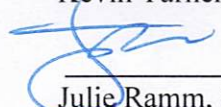
ADJOURNMENT – Motion by Mr. Wiggins. Seconded by Mr. Turner

Meeting was adjourned at 6:37PM.

ATTEST:



Kevin Turner, Chairman



Julie Ramm, Secretary