

**OFFICIAL MINUTES
NORTHPORT PLANNING AND ZONING COMMISSION
REGULAR MEETING
TUESDAY, OCTOBER 29, 2025**

The Planning and Zoning Commission met in a regular session at 12:00 p.m. on Wednesday, October 29, 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, Mr. Roland Lewis, Mr. Clay Randolph, Mr. Kevin Turner, Mr. Jason Ward and Mr. Karl Wiggins. Absent and failed to vote: Mrs. Tracy Kelly, and Mr. David Kemp. Staff present were 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. Randolph to approve the minutes of the regular meeting minutes for October 14, 2025. **Seconded by Mr. Lewis.** 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

Old Business

- A. **S-25-23 Grand Pointe Master Plan Revision**— McGuire Associates is requesting a revision to the master plan for approximately 286 acres for the Grand Pointe subdivision located south of Home Place Road. **APPLICANT HAS REQUESTED TO CONTINUE TO DECEMBER MEETING. NO ACTION NEEDED.**

- B. **R-25-11 Grand Pointe Subdivision**- McGuire Associates requests rezoning approval of approximately 34.8 acres from Special District (RS-SD) to Residential Single Family (RS-2) located at the end of Windword Pointe Drive. **APPLICANT HAS REQUESTED TO CONTINUE TO DECEMBER MEETING. NO ACTION NEEDED.**

- C. **S-25-20 Harper Road Condominiums**– Sentell Engineering is requesting preliminary plat approval for approximately 3.51 acres for the property located at 5610 Oak Park Circle.

Ms. Mullins stated that Sentell Engineering is requesting preliminary plat approval for approximately 3.51 acres located at 5610 Oak Park Circle. The current site consists of an undeveloped lot that is zoned Residential

Multifamily (RM). The applicant is proposing a 32-lot townhome development. The following waivers are requested: Stub Streets. Additional notes from Engineering: Sewer cannot be connected to existing sewer to the south without an additional easement. The additional easement would need to be secured by the developer and deeded prior to LDP or final plat. The property is surrounded by a retail development zoned Commercial Highway (C-6) to the south and east, a single-family detached neighborhood zoned Residential Single-Family (RS-1) and an undeveloped parcel that is not in the City limits but is in the planning jurisdiction to the north, and by a single family detached residence on a parcel not in the City limits but in the planning jurisdiction to the west. The future land use plan within Northport Compass shows this area as "Limited Mixed-Use". The property is currently zoned as Residential Multifamily, which permits this use by right. The proposed development is not in conflict with the comprehensive plan.

Mr. Turner asked Mr. Matthews if he wanted to speak more on the note regarding the sewer from Engineering. Mr. Matthews stated that on the property located to the south of this, there is a public sewer easement that is platted, however it is not connected to the property line so before they can proceed with construction or get a final plat the developer would have to ok the separate easement. Mr. Turner asked Mr. Matthews if they would need to obtain an easement from the property owner on the south to be able to do the work on that property and subsequently once the sewer is constructed and inspected that owner will also need to dedicate that as a utility easement to the city. Mr. Matthews stated yes, the way we would probably ask them to do it is to dedicate it as a public easement prior to construction, but we wouldn't actually accept the sewer into that easement until its constructed. Mr. Turner asked as far as the plat goes, would it need to be a condition. Mr. Matthews stated that regardless of whether there is a condition or not, until they have control of the property they need to build their project, we cannot issue a permit.

Mr. Turner asked Mr. Patten the subdivision case is "Harper Road Condominiums" but it's a townhome development, is there a difference between the two. Mr. Patten stated that this is a townhome development by our standards and he is not sure why they went with the name condominiums, he is not aware of a way we could force them to change that. Mr. Turner confirmed that as far as zoning and subdivision regulations falls under townhome requirements. Mr. Patten stated that was correct.

Mr. Turner confirmed that staff did not see any issue with the stub-street waiver that is being requested. Mr. Patten stated that staff did not see any issue with it, there is a requirement in the subdivision regulations to have stub-streets but there is also a requirement in the zoning ordinance for townhomes to only be an access from private streets.

Mr. Turner stated that on the plat it does show a lot of improvements here, and that's not so much what we are looking at more so the property division and the site elements will be handled through the permitting process and the zoning already exists to allow this development.

Mr. Randolph asked if there has been enough engineering done on the storm water to know whether or not this underground storm water detention can accommodate this site. Mr. Matthews stated that we have not seen anything, so they would have to provide documentation of that. Mr. Randolph asked what the scenarios are if they need a little more area is there anything keeping them from extending it out into the street in the city regulations. Mr. Matthews stated that in this case no, because as far as the streets go that are on their property there are no city regulations to prevent it.

Mr. Turner asked to clarify that in the updated subdivision regulations one thing we were able to add in was these open spaces or common space of insuring that there is an adequate maintenance agreement prior to the final plat, so that given all of this internal roadway, parking, storm drainage, common areas all of the

maintenance responsibilities will have to be spelled out. Mr. Patten stated that was correct, it was added to the final plat procedure.

Chairman Turner asked the petitioner to come forward; the petitioner was not present for the meeting.

Mrs. King stated that the petitioner is not here, we fixed the regulations to say that an application was not complete unless the petitioner was here to talk about it; however, we have a problem with it because the petitioner was here the last time. Mrs. King asked Mr. Patten to review what happened at the last meeting, because she was not present at the October 14, 2024, meeting. Mr. Patten stated that this agenda item was on the agenda for the first October meeting, we are required to have six commission members to vote on subdivision cases, but we only had five at that meeting so there was no action taken. Mrs. King asked if the petitioner was present and there was no action taken during the meeting. Mrs. King stated that at that point they have officially submitted, and we are within our 30-day timeframe, we do have to rule on it even with their absence or it will be deemed approved.

Mr. Turner asked if the petitioner was aware of the rescheduled meeting and if there was confirmation. Mr. Patten stated that multiple staff members let the petitioner know.

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 make a motion to approve the preliminary plat for approximately 3.51 acres for the property located at 5610 Oak Park Circle. **Seconded by Mr. Wiggins.** Mr. Turner – Yes; Mr. Wiggins – Yes; Mr. Chandler – Yes; Mr. Houston – Yes; Mr. Lewis – Yes; and Mr. Ward – Yes. **Motion Carried.**

New Business

D. ANX-25-6 Carlos Moore – Carlos Moore requests with original zoning designation of Office-Institutional (O-I) for approximately 0.91 acres located north of Union Chapel Road, south of Charlie Shirley Road, and east of 7665 Baptist Campground Road.

Ms. Mullins stated that Carlos Moore is requesting annexation of approximately 0.91 acres located north of Union Chapel Road, south of Charlie Shirley Road, and east of 7665 Baptist Campground Road. The reason for this request is to obtain city water service, which requires annexation when possible. This property is currently an unincorporated lot (no zoning) which houses a church. It is surrounded to the west and north by single-family detached residential zoned Residential Single-Family (RS-1); and to the east and south by undeveloped unincorporated land (no zoning). The applicant is requesting Office-Institutional (O-I) zoning. The allowable uses for this zoning district are included at the end of this report. The proposed use is to continue as a place of worship. This property lies within the priority growth areas identified in the comprehensive plan. The future land use plan within Northport Compass identifies this property as “Medium Density Residential”. The requested zoning is not supported by the comprehensive plan; however, the zoning is requested to accommodate an existing use. No new construction is proposed at this time.

Mr. Turner asked Mr. Patten if a place of worship is not allowed in RS-1. Mr. Patten stated he will have to double check, he thinks it is by conditional use. Mr. Turner asked if there was concern with doing O-I here being spot zoning or island zoning. Mr. Patten stated that a place of worship is allowed by conditional use in

RS-1, I think that would be the reason behind O-I. Mr. Patten also stated that as far as spot zoning goes, its not as much of a concern with annexation as it would be for something already in city limits.

Mr. Ward asked if we have city services there now. Mr. Turner stated that there is water on Baptist Campground Road.

Mr. Turner stated that looking at the big picture, the O-I opens up a lot of possibilities. Mr. Turner asked what the buffer requirements are. Mr. Patten stated that there are no buffer requirements unless there was construction proposed, but he has pulled up the uses that are permitted by right in an O-I zone, most of those will require a class A buffer which is 20' or 10' with a privacy fence. Mr. Patten also stated that the commission has the right to change the requested zoning then the applicant would have to apply for conditional use. Mr. Patten stated that there is no lot consolidation right now, they are just annexing the two parcels.

Carlos Moore, 7555 Baptist Campground Road, spoke at the podium. Mr. Turner asked Mr. Moore if this was an existing church and if they were currently on a well. Mr. Moore stated that they are getting water from the property that is west of them, the person that lives there is in the nursing home and they are getting ready to get rid of her property, which puts them in a position to not have access to that water. Mr. Turner asked if the zone of Office Institutional so that it is by right, he also asked if they had discussed annexing as residential, which place of worship is allowed by conditional use in Residential. Mr. Patten stated that they did have a conversation with another representative in the church and they prefer to go the route that allows them to use it by right.

Mr. Turner asked if Mr. Patten would pull up the zoning map, he stated that the whole area around him is zoned residential, a place of worship is allowed in a residential zone, it just requires city council approval. Mr. Turner stated that he can't speak for them, but he feels like it would probably be approved. Mr. Turner stated that his concern on the property is zoning it to something else which then allows other uses if the property is ever sold. Mr. Moore stated that this is what was recommended to them and that's why they went with Office Institutional. Mr. Turner asked if as long as they can get water service and they can keep doing what they are doing they are ok with whatever has to go through. Mr. Moore stated that was correct. Mr. Randolph stated that he had the same concerns and feels like residential is the correct way to go. Mr. Wiggins asked if we made the decision to zone residential and everything was approved would they have an objection to that. Mr. Moore stated they would not but asked if they would have to start the process over. Mr. Moore asked if they would have to start this process over again. Mr. Turner stated that they will make the motion this afternoon, it will go to city council next, once they pass it and annex you in, you will be eligible to get water service. Mr. Turner asked Mr. Patten on the conditional use side of it, would they go ahead and submit to get their conditional use. Mr. Patten stated they could go ahead and submit their application just to get it through, then go to planning commission in January and then you would go before City Council to get the conditional use approved.

Chairman Turner opened the floor for a public hearing.

Jessi Harris, spoke at the podium. He asked if they go through with Residential Single Family, and they decide to sell that church, would it go through as residential or could it be used as a church. Mr. Turner stated that the property would be zoned as residential and if someone else bought it they would have to come back in. Mr. Patten clarified that the conditional use runs with the land so they would not have to come back in to get it changed if they wanted to put another church there.

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

Motion by Mr. Turner to make a favorable recommendation to City Council to annex approximately 0.91 acres with original zoning designation of Residential Single Family (RS-1) for the property located north of Union Chapel Road, south of Charlie Shirley Road, and east of 7665 Baptist Campground Road. **Seconded by Mr. Lewis.** Mr. Turner – Yes; Mr. Lewis – Yes; Mr. Chandler – Yes; Mr. Houston – Yes; Mr. Randolph – Yes; Mr. Ward – Yes; and Mr. Wiggins – Yes. **Motion Carried.**


COMMITTEE REPORTS

OTHER AND MISCELLANEOUS BUSINESS

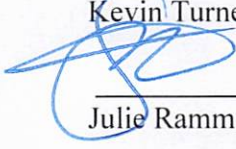
ADJOURNMENT – Motion by Mr. Randolph. Seconded by Mr. Wiggins

Meeting was adjourned at 12:33PM.

ATTEST:



Kevin Turner, Chairman



Julie Ramm, Secretary